

SCOTT COUNTY, IOWA

2001-02 BUDGET PLAN

Document Prepared By

Office of Budget and Information Processing

C. Ray Wierson, Director

SCOTT COUNTY, IOWA

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



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

**PRESENTED TO
Scott County,
Iowa**

**For the Fiscal Year Beginning
July 1, 2000**

Anne Spray Kinney *Jeffrey L. Esser*
President Executive Director

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, 2000. 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.

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(In order of appearance under each Service Area)

(- Denotes department/agency appears under more than one Service Area)*

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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 2001-02 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: *General Fund, Special Revenue Funds, Debt Service Fund and Other Funds* (which include the capital improvement fund, the golf course enterprise fund, and various internal services reserve funds: electronic equipment, group health self-insurance, and vehicle replacement funds)

The *Department/Authorized Agency Detail Section* presents program performance budget (PPB) information. This detail includes a program description, performance objectives, performance indicators (demand, workload, productivity and effectiveness), and a written budget analysis for each program. 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 FY00 status, the budget and projected FY01 status, and the requested and adopted FY02 status. Departments and authorized agency **programs are grouped functionally, - i.e., public safety, court 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, the County's pay plan for FY02, and budget total summaries for departments/authorized agencies. The County's basis of accounting, various financial management policies and miscellaneous statistics about Scott County are also located in the Supplemental Information Section.

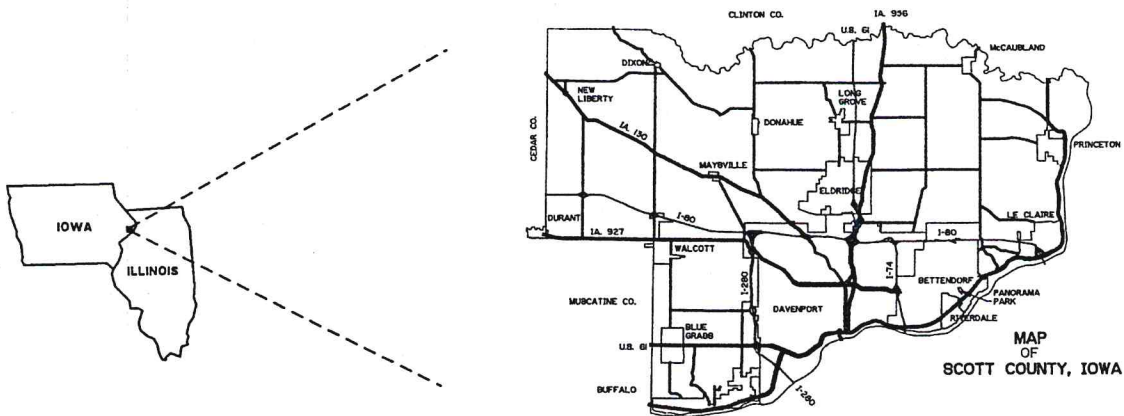
Past to the Present



Scott County is a part of the metropolitan area. The counties Henry (Illinois), make up the Metropolitan Statistical Area, DRIM-MSA, with a population of approximately 350,000.

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

The "Quad-Cities" is actually a label for fourteen contiguous communities in Iowa and Illinois that make up a single socio-economic unit. It straddles the Mississippi River 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 second largest metropolitan area in 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.

Only recently have there been dramatic changes in the actual governing of the county. In 1979 an administrator form of government was adopted, 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 158,591 people of Scott County to greater prosperity and growth.

BOARD OF SUPERVISORS

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March 12, 2001

TO: The Citizens of Scott County

RE: 2001-02 Budget Message

The budget for Fiscal Year 2001-02 is hereby presented as reviewed and adopted by the Board of Supervisors after appropriate public information meetings 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.

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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.

In the mid-1980's the Scott County Board of Supervisors began using a formalized goal setting process using an outside facilitator. Target issues are identified and established every other January following the fall election for a two-year period. Team building activities are also worked on during this process. The current target issues are listed below together with their action plans:

TARGET ISSUES AND MANAGEMENT AGENDA FOR 2001-2002

Jail Direction

- Action Plan:**
1. Foster inter-agency cooperation and monitor developments in Criminal Justice System.
 2. Conduct jail population needs assessment Phase I Study.
 3. Present finding of Needs Study to Board.
 4. Decision on Physical Facilities Study.

Transition to New County Administration

- Action Plan:**
1. *Define expectations for new County Administrator.*
 2. *Develop selection process for new County Administrator.*
 3. *Recruit and select new County Administrator.*
 4. *Recruit and select Assistant County Administrator.*
 5. *Develop and implement transition plan.*

EMS Direction

- Action Plan:**
1. *Create a EMS Study Committee.*
 2. *Study current system and develop plan.*
 3. *Decision on future direction.*
 4. *Implementation of plan.*

Employee Retention: Evaluation and Plan

- Action Plan:**
1. *Continue monitoring of employee retention action plan.*
 2. *Complete salary study.*
 3. *Review and revise employee appraisal system and bonus program.*
 4. *Review and revise employee orientation program.*
 5. *Develop employee mentor program.*
 6. *Implement employee training program.*

Space Utilization

- Action Plan:**
1. *Complete schematic design for BiCentennial Building master plan improvements.*
 2. *Undertake master plan scheduled improvements for BiCentennial Building.*
 3. *Undertake master plan scheduled improvements for Courthouse.*

Computer/Technology: Strategy Action Plan

- Action Plan:**
1. *Implementation of technology assessment report strategies.*
 2. *Prepare strategic plan on GIS implementation.*

Property Tax Limitation Strategy

- Action Plan:**
1. *Monitor State Legislation for property tax limitation.*
 2. *Lobby for Scott County's position.*

"E-Commerce": Action Plan

- Action Plan:**
1. *Create E-Commerce Task Force.*
 2. *Develop E-Commerce strategic plan.*
 3. *Present plan to Board and seek direction.*

Conservation Strategic Plan

- Action Plan:**
1. *Develop strategic plan for Conservation.*
 2. *Review plan with Conservation Board.*
 3. *Review plan with Board of Supervisors.*

Financial Policies and Plan: Evaluation and Refinement

- Action Plan:** 1. *Prepare recommendation for revision to Financial Policies.*
2. *Board decision on revised Financial Policies.*

Law Enforcement Radio and Computer

- Action Plan:** 1. *Implementation of automatic vehicle locator.*
2. *Replace and implementation of Jail Management System.*
3. *Replace and implementation of Civil Processing System.*
4. *Transition of existing Computer Aided Dispatch (CAD) to City of Davenport CAD.*
5. *Participating in developing plan for shared Law Enforcement Record System.*

Juvenile Detention Facility

- Action Plan:** 1. *Engage design consultant.*
2. *Program and design Juvenile Detention expansion project.*
3. *Construct new addition.*
4. *Renovate existing space.*
5. *Develop staffing plan.*
6. *Implementation staffing plan.*

Building Projects: Bi-Centennial Building/Courthouse Improvements

- Action Plan:** 1. *Juvenile Court Services relocation.*
2. *Complete Phase I renovation - 2nd and 3rd floor of Bi-Centennial.*
3. *Complete Phase II renovation - 4th and 6th floor of Bi-Centennial.*
4. *Complete Phase III renovation - 1st and 5th floor of Bi-Centennial.*
5. *Complete elevator tower addition at Courthouse.*
6. *Renovate lower level Courthouse.*

Medical Examiner/Autopsies

- Action Plan:** 1. *Approach Medical Society for potential pathologists.*
2. *Recruit new Medical Examiner and assistants.*

GASB 34 (Accounting Practices)

- Action Plan:** 1. *Develop compliance plan for new accounting reporting model (GASB).*
2. *Implement plan.*

Co-Location Driver License and Vehicle

- Action Plan:** 1. *Review Iowa Department of Transportation's proposal.*
2. *Implement relocation.*

General Relief Guidelines: Review

- Action Plan:** 1. *Review and revise General Relief guidelines.*
2. *Present to Board for action.*

Following the process of identifying biennial policy agenda priorities, detailed action plans are developed to address all policy priorities. Specific departments are identified in the action plan which are responsible to carry out each action step. The status on these action plans are reviewed quarterly by the Board with the County Administrator and the elected and appointed department heads.

At the biennial 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 goals and set out objectives as to how they can be achieved in both the long and short term. The process of developing comprehensive policy agenda priorities for the County is a continual process as the needs of the community changes.

The process of incorporating the biennial policy agenda priorities into the annual budget process is enhanced each year by having a pre-budget process meeting with the Board of Supervisors, County Administrator and the Director of Budget and Information Processing at which time the Board reemphasizes the policy agenda priorities and identifies additional specific areas to be reviewed during the upcoming budget process.

A section of the budget planning manual distributed to department heads and authorized agency directors prior to their start on developing their budget requests includes a listing of all policy agenda priorities 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 were directed to keep these policy agenda priorities and specific areas of budget review in mind when they were preparing and reviewing their FY02 budget submissions, highlighting whenever appropriate in their budget justifications and analysis how their requests supported and enhanced 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 FY02 budget process were:

1. Continued technology upgrades and training; Internet access; E-mail (Internet and Intranet); data base access; and public accessibility.
2. Cost impact of increased jail population.
3. Space utilization plan implementation.
4. Retention and development of employees.
5. Impact of potential legislation

The FY02 Budget Initiatives that addressed or impacted these areas are described below:

Continued technology upgrades and training

Internet access; E-mail (Internet and Intranet); Data base access; Public accessibility

- A Technology Assessment Report was recently completed by RSM McGladrey with recommendations included in FY02 Capital Improvements Plan
- \$1,798,099 included in next year's capital plan for technology improvements. Also a net of two additional IP staff positions added
- E-mail and Internet access "on the desktop" installation and implementation is currently underway
- The Computer Advisory Committee has included the development of a strategic plan for GIS in next year's capital plan which would lead to public accessibility to database information via the Internet

1. Cost impact of increased jail population

- \$400,000 included in FY02 Budget to house inmates in out of County facilities
- \$305,900 included in FY02 Budget to fund new alternatives to incarceration programs (\$121,900 - Court Compliance Officers program; \$155,500 - prisoner substance abuse program; \$28,500 - electronic monitoring system)
- Replacement of high mileage jail transportation van

2. Space utilization plan implementation

- Proposed Capital Project Plan includes previously approved Space Utilization Plan
Project funding:

FY00 Actual	\$ 65,260
FY01 Revised	1,205,028
FY02 Budget	3,866,816
FY03 Budget	1,626,000
FY04 Budget	1,511,320
FY05 Budget	488,020
Remaining	<u>5,179,506</u>
Total	<u>\$13,941,950</u>

- General Fund tax levy transfer to Capital Fund for FY02 increased \$50,000 as previously approved

3. Retention and development of employees

- Continued funding of annual PRIDE celebration and County picnic
- Increased funding of employee tuition reimbursement program
- Increased funding of professional services for new training options including the Management Training Series and enhanced computer training for County employees
- Continued review and implementation of Employee Retention Task Force recommendations

4. Impact of potential legislation

- Monitoring proposed legislation regarding property tax limitations
- HF4/SF31 proposed property tax limitation is a multi-page, complex "one-size fits all" solution to a problem that doesn't exist and would result in a \$1.5 million dollar shortfall to the FY03 Scott County Budget
- May impact funding of outside agencies capital projects

Additionally, the FY02 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.

TAX RATE AND BASE

The property tax continues to be the major revenue source for Scott County. In FY02, total net property taxes represent 43% of total County revenues. This compares to 55% ten years ago in FY93. This reduction is due in part to the increased impact of the local option tax as approved by the County voters in the Fall of 1988 with the first collections received during FY90. Also, recent State property tax relief to Iowa counties for mental health-developmental disabilities services (MH-DD) has resulted in lower property taxes. The State Legislature in 1996 created a new, special revenue fund for County MH-DD services limiting what a county may spend in this area. Previously, uncontrolled MH-DD expenses had grown to approximately a third of the County's general operating budget. With MH-DD costs now removed from the County's general fund requirements, the likelihood of future general fund deficit spending should be greatly reduced.

Additionally, the Board's biennial Financial Initiatives Program which encourages County departments to identify innovative ways to increase non-tax revenues, reduce on-going expenditures and/or increase productivity has also had a significant impact on reducing the County's reliance on property taxes to support its budget.

There is cause for concern at the time of preparing this budget transmittal letter that future deficit spending or substantial reductions in service levels may occur due to proposed property tax limitation legislation being discussed by the Iowa legislature during the current 2001 session. The proposed property tax legislation was drafted by the Iowa Farm Bureau and would limit property tax increases based on a complex formula tied to the state and local government chain-type price index used in the quantity and price indexes for gross domestic product.

Adding to the detrimental impact on service levels provided by Scott County government is the fact that the maximum property tax base amount would be calculated using the average of property taxes levied in fiscal years 1998, 1999, and 2000. This base amount calculation would not use fiscal year 2001 or 2002 which for Scott County includes new additional public safety costs for housing inmates out of county due to jail over crowding, new alternatives to incarceration programs, and a double digit increases in employee health care premiums. If the proposed legislation passes Scott County would be unable to support current ongoing County service levels and react to increasing utility and fuel costs, lower interest income due to reductions in rates and fund balances, increasing health costs, etc. **Scott County officials favor a comprehensive study of the entire property tax system as opposed to this type of unilateral tax limitation legislation.**

Local option tax revenue (1% sales tax) estimates represent 7.1% of total County revenues for FY02. The Board of Supervisors uses *all* estimated local option tax revenues to reduce General Fund property tax requirements for the ensuing fiscal year.

The tax rates per \$1,000 of taxable valuation for FY02 have been increased slightly from \$4.15 to \$4.18, or 0.6% for property located in incorporated areas (cities) and from \$7.13 to \$7.23, or 1.4% for property located in unincorporated areas (townships). The FY02 corporate rate is 11.9% lower and the rural rate is 10.1% lower than the rates were ten (10) years ago (with inflation 30% higher during this period), as indicated below:

Fiscal Year	Corporate Rate	% Change	Rural Rate	% Change
1992-93	4.74843	1.1	8.05199	1.6
1993-94	4.81460	1.4	8.17427	1.5
1994-95	4.96037	3.0	8.32859	1.9
1995-96	4.42243	-10.8	7.83861	-5.9
1996-97	4.32655	-2.2	7.78103	-.7
1997-98	4.19239	-3.1	7.74642	-.4
1998-99	3.91472	-6.6	7.23492	-6.6
1999-00	4.05869	3.6	7.29139	0.8
2000-01	4.15929	2.5	7.13428	-2.2
2001-02	4.18290	0.6	7.23474	1.4

Scott County's corporate rate, rural rate, and property tax amount per capita rank *lowest* among the eight largest urban counties in Iowa even though we rank 3rd in population. **It is even more revealing that Scott County has the lowest property tax amount per capita of all 99 Iowa counties with the exception of Sioux County!**

The County's tax base has increase at an average rate of 4.2% annually over the past ten years. This relatively small annual increase is due in part to the state eliminating personal property from the tax rolls in addition to phasing out machinery and equipment assessments. Residential taxable valuations also reflect a State imposed rollback computation, currently at 56.3% of fair market value. The current county wide taxable valuation base amount of \$5.0 billion dollars reflects a 3.2% increase from last year. Even with the State rollback, new construction and market valuation growth resulted in an 5.5% overall increase in total residential tax values. The residential class of property represents over 50% of the County's total tax base.

STATE AND FEDERAL FUNDING

With the elimination of Federal Revenue Sharing in October 1986 the County now receives virtually no direct federal funding. Federal Revenue Sharing Funds were used to fund one-time capital improvements and projects. The capital improvement program is now funded primarily by Riverboat Gaming tax proceeds and property taxes. Secondary Roads projects are also funded with road use tax funds received from the State.

State aid for next year represents 30.4% of the total revenue sources for FY02. The total amount of \$14,736,806 is made up of \$5,347,954 in grants and reimbursements, \$1,960,645 in state shared revenues such as motor fuel and franchise taxes, \$980,636 in state property tax replacement credits, and \$6,447,571 in other State credits such as MH-DD property tax relief and personal property credit replacements.

County elected officials and staff continually work with state elected officials during the legislative sessions to stress the need for "fair play" requiring state funding for any and all new state mandated programs as well as trying to obtain additional funding for existing County funded state mandated programs. The County lauds the recent actions taken by the State to participate more fully in the funding of MH-DD services. However, as previously discussed, the County is very concerned that the 2001 or 2002 legislature may pass a property tax limitation bill which would severely impact the County's ability to properly fund needed services in the future.

HOME RULE

"Home Rule" is the basic foundation for county government in Iowa. In 1978, Iowans adopted an amendment to the state constitution establishing this direction for their counties. This action empowered Iowans, through their elected county officials, to address matters of local concern in the best way deemed appropriate by those officials. The people wanted government closer to home.

Since then, however, several things have happened to erode this fundamental principle of government. Government is becoming more centralized. Unfunded state mandates, artificial revenue raising

restrictions, property tax limitations, and increasing demands for mandated services have severely obstructed local officials' discretion in meeting identified needs of their citizens.

Scott County is dedicated to preserving the integrity of the home rule concept. Therefore, policy decisions made by Scott County elected officials and staff are based on this fundamental principle.

REVENUES

Fees and charges total \$3,267,673 and represent 6.7% of the total sources for FY02. 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. The County has performed several fee study reports over the years to evaluate where fee levels are in relation to other municipalities and as compared to the cost of providing the service. Fee adjustments are made on a frequent basis to minimize the adverse affect of large fee increase in any given fiscal year. County officials also work with the State in this area for fees set by State law.

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 handicapped from receiving County services.

The following schedule presents a summary of general fund, special revenue funds and debt service fund revenues for budget year FY02 and the percentage of increases and decreases in relation to prior year budget amounts:

<u>Revenue Source</u>	<u>FY02 Amount</u>	<u>Percent of Total</u>	<u>Increase (decrease) From FY01</u>	<u>% Incr (decrease) From FY01</u>
Net property taxes	\$ 20,808,292	43.8%	\$ 879,894	4.4%
Other taxes,penalties & costs	1,660,851	3.5%	4,541	0.3%
Local option taxes	3,457,316	7.3%	126,196	3.8%
Intergovernmental	15,431,533	32.5%	614,266	4.1%
Licenses and permits	417,730	0.9%	33,025	8.6%
Charges for services	3,267,673	6.9%	130,616	4.2%
Use of money & property	2,197,809	4.6%	289,840	15.2%
Other	308,939	0.6%	74,919	32.0%
Total	<u>\$ 47,550,143</u>	100.0%	<u>\$ 2,153,297</u>	4.7%

Net property taxes are increasing just slightly over inflationary levels over the previous year. Increasing costs associated with implementing alternatives to incarceration programs and costs of housing inmates in out-of-county jail facilities due to the County's increasing jail population problem together with double digit increases in health insurance and fuel/utility costs are causing this increase. The County receives 1.5% per month interest costs on delinquent property taxes which results in a nearly 100% collection rate.

Local option taxes (1% sales tax) are projected to increase over the prior year based on historical increases. However, public policy regarding the taxing or non-taxing of internet sales will have a profound impact on local option tax collections in the future shifting more costs to be supported by property taxes.

Intergovernmental revenues are increasing 4.1%. However, there is cause for concern since the bulk of intergovernmental revenues come from the State and State officials are projecting lower revenues for their current fiscal year than the previous year. This may result in future reductions in state aid without corresponding reductions in required mandated services.

License and permit fees and charges for services are increasing nearly 9% due to increases in various State set license fees. The County's philosophy also is to make timely adjustments to various fees and charges as opposed to waiting ten years, for example, and make a substantial increase at that time.

The uses of money and property revenues are projected to increase substantially over prior year budgeted levels due to increases in investment rates together with larger fund balances. Also, the Golf Course Enterprise Fund is beginning to pay back interest on the General fund loan advance made to the enterprise fund during the start up years. The County's Glynns Creek Golf Course has made a profit the last two years allowing for this interest payback. Finally, other revenues are increasing due to the unpredictability of various refunds and reimbursements that have been adjusted based on historical levels.

GENERAL FUND BALANCE

The undesignated fund balance of the general fund is projected to decrease by \$981,413 in FY02. This planned reduction is for various one-time capital expenditures. The Board has \$1,423,314 reserved for the loan advance to the golf course enterprise fund and \$137,174 reserved for loans to small towns for 800 MHz radio system implementation. The remaining \$5,426,497 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 undesignated fund balance of the general fund slightly exceeds the minimum amount designated by the County's Financial Management policies (15.9% vs. 15% minimum). Any excess amounts will be considered for use toward future one-time capital project uses.

PROGRAMS AND SERVICES

The Board of Supervisors and County officials were very frustrated with past State legislative actions which imposed a five year property tax limitation on Iowa counties which did sunset on June 30, 1998. This State property tax limitation was in direct conflict with the spirit of home rule that was approved by State voters in the late 70's. It is also ironic that the State exempted school districts from the original property tax limitation bill when schools represent over 50% of the local property tax burden and for the final three-year extension cities were also exempt. The State Legislature allowed this limitation to sunset after June 30, 1998. Although the Legislature was concerned counties would greatly increase property tax in FY99, the first year following the sunseting of the property tax limitation, Scott County

actually *lowered* its property tax levy. As previously discussed, the 2001 legislature is discussing a permanent property tax limitation bill at the time of writing this budget transmittal letter.

In the Spring of 1994 the Board asked all County departments and authorized agencies to develop fiscal strategies to address the County's financial dilemma at that time of using unrealistic amounts of fund balance toward operating costs due to unfunded State mandates, underfunded State property tax credits, and rising public safety costs and the property tax limitation legislation. This call to action generated many departmental staff meetings and brainstorming sessions throughout the County to produce ideas to reduce the fiscal gap. Once the ideas were submitted, various County employees selected to act in the capacity of Budget Analysts followed up with the departments and agencies about their list of ideas. These ideas were then presented to the Board of Supervisors for their review and consideration. Following several work sessions with the Board and budget team members, the various strategies as approved were put into a summary report and distributed to all authorized agencies and County departments. In addition, letters of appreciation went to all County employees thanking them for their participation and involvement in this important project.

The Board of Supervisors was extremely happy with the results of this program and implemented it again in 1995, 1997, and 1999. Using teamwork and innovation, County employees and agency staff members have identified many initiatives in the areas of cost reduction, productivity improvement, and revenue enhancement. As a result of these four reports, recurring cost reductions totaling \$1,098,875 were identified. Improvements to the productivity capacity of the work force equal to 4 full-time positions with a value of \$112.114 were identified due to changes in policies, procedures, scheduling and other work methods. In addition, revenue enhancements were identified at a total of \$593,626.

These fiscal strategies have played a *major* role in eliminating the County's previous million-dollar budget deficit. The budgets set since FY96 have presented a balanced general fund operating budget primarily attributed to the hard work and dedication of County employees. The Board has formally renamed this program the Financial Initiatives Program and implements it every other year.

As a service organization, the County is primarily people intensive. Over the last ten (10) years the County has increased its work force by 32.77 FTE's, or 8.4%, to its current level of 424.27 FTE's. During this period the County increased park maintenance and golf course ranger staffing levels (7.9 FTE's) and made substantial staff increases to the Sheriff's Department (22.4 FTE's) primarily due to increased jail and courthouse security needs and the new minimum security jail facility. Net of the aforementioned increases in the Sheriff's Department and Conservation Department, total FTE's have only increased 2.47 FTE's or 0.6% over the last ten years.

Overall expenditures for all County operations including capital projects (net of transfers and non-budgeted funds) are \$56,039,499 which is an increase of 8.6% above fiscal year FY01. Total revenues (net of transfers and non-budgeted funds) for the County are \$48,501,184, which is an increase of 4.6% above last fiscal year. The amount of planned expenditures over projected revenues (primarily for capital projects) will be supported by fund balances as explained under each fund section in this document. The main reasons for the expenditure increase is capital projects (41.7% increase) and court service costs (11.6% increase). Capital projects are discussed further below. Court Services is increasing due to new rent costs associated with moving Juvenile Court Services from the County's Bi-Centennial Building off-site to a privately owned building to allow for the continuation of the County's space renovation master plan implementation.

CAPITAL IMPROVEMENTS AND DEBT SERVICE

The operating budget will again be supplemented with an aggressive five year Capital Improvements Program. The operating budget includes transfers to the Capital Improvement Fund for capital improvement projects. Revenues received from the Solid Waste Commission to pay for the amortization of the solid waste general obligation bonds support the Debt Service Fund. The final general obligation bond payment for the 1981 jail annex project was made in the FY00. Thus there currently exists no debt service property tax levy at the present time.

The County is currently using only 1.6% of its allowable legal debt margin consisting of one general bond issue. This outstanding bond issue is described further under the debt service fund section of this document.

The Board of Supervisors called for a referendum to be held in November 1998 for the construction of a County jail and for the issuance of \$48.3 million dollars in general obligation bonds. If approved it would have increased the County's levy rate by 91 cents per one thousand dollar taxable valuation. The referendum failed to receive the required 60% margin of support. The jail continues to experience increased populations over the rated capacity limit requiring the housing of inmates in out-of-county facilities. The Board has made this their top concern for 2001/2002 and has established a Community Jail and Alternatives Advisory Committee to develop a solution acceptable to the citizens of Scott County.

The capital improvement budget totals \$9,664,215 for fiscal year FY02, with 86% or \$8,276,215 for general projects, 11% or \$1,100,000 for Secondary Roads projects, and 3% or \$288,000 for Conservation parks and recreation projects.

The general capital improvements budget of \$8,276,215 is supported by fund balances from various funds including the electronic equipment replacement fund, the vehicle replacement fund, and the general fund. General fund transfers are made for one time projects if and when the general fund balance exceeds the minimum balance requirement as set forth in the County's Financial Management Policies. The capital improvement fund is also supported by gaming boat revenues received from the two gaming boats docked in Scott County on the Mississippi River. In addition an ongoing property tax levy in the general fund of \$350,000 is transferred annually to the capital improvements fund. This amount will be increased \$50,000 annually during the next ten year period to allow for pay as you go funding for the space utilization master plan project which moves administrative offices from the Courthouse to the Bi-Centennial Building resulting in additional courtroom space in the Courthouse.

The County has been assigned additional judges to the Seventh Judicial District necessitating increased courtroom and jury space. In addition the County Attorney, Clerk of Court and Court Administration offices are in need of additional space. A space utilization master plan was developed in 2000 which recommended the moving of all non-court related administrative offices from the Courthouse to the County's Bi-Centennial Building to create the needed space for the courts. This will be a ten year \$14 million dollar pay as you go funded project using fund balances and future capital fund property tax and gaming tax revenue funding. The proposed capital plan for FY02 includes \$3,866,816 in spending toward this project as described further under the "Other Funds" tab of this budget document.

The other major projects under the general capital improvements area include the expansion of the juvenile detention center and various technology enhancements as a result of the completion of a Technology Assessment Report (TAR) in 2000. This TAR study presented the County with many technology upgrade challenges over the next several years including the development of a GIS strategic plan for Scott County. It is believed that a web-enabled GIS system will be the framework for E-Government in the future.

Scott County had identified the need for solutions to the jail-increasing population problem as its top priority during its target issues process. In October 1995 the Board adopted an action plan for long-term jail solutions. Phase I of the action plan consisted of a needs assessment study which analyzed crime trends, inmate population and bed space requirements. This study projected that by the year 2010 Scott County would need a jail with 660 inmate beds. These figures could be reduced to 500 with the implementation of new policy options such as hiring a case expeditor, targeting and assisting pretrial detainees in need of substance abuse treatment, further supervision of pretrial defendants and more extensive use of community service programs.

Following Phase I, Phase II was initiated in May 1997 to identify how Scott County could meet the needs identified in Phase I. In February 1998 a recommendation was made for the construction of a new County jail located adjacent to the Courthouse on County owned property. The projected cost was estimated at \$48.3 million dollars. The Board of Supervisors subsequently passed a resolution putting the construction of a new County jail in the form of a referendum which was voted on and failed to pass at the November 1998 general election as previously discussed in this section.

As the recently appointed Community Jail and Alternatives Advisory Committee meets to develop additional alternatives to incarceration programs and a long term solution to serving the increased population at the jail the County will continue to house and transport prisoners to out-of-county facilities if and when available. The costs of housing and transportation of prisoners and funding various alternatives to incarceration programs are anticipated to be in excess of \$700,000 in FY02.

The Secondary Roads capital program totals \$1,100,000. \$360,000 is for a 2.3 mile recycle/resurface project on Forrest Grove Road, \$570,000 for a 3.5 mile recycle/resurface project on Maysville Road, \$120,000 for a 1.0 mile recycle/resurface project on Cody Home Road, and \$50,000 for bridge work in Butler Township. There also is \$860,000 in State farm-to-market funds for a 5.5 mile resurfacing project on McCausland North/South. These funds are paid at the State level to benefit Scott County and do not pass directly through the County's capital improvement plan budget.

The Conservation Department capital plan totals \$288,000. The single largest project (\$120,000) is for construction of a Pine Grove restroom at Scott County Park. Other projects include playground equipment, Old Nature Center renovations and picnic table replacements at Scott County Park, and headquarters window replacements at West Lake Park.

The budget document contains a capital improvements section under the tab entitled "Other Funds". This section is informative and provides a correlation between the operations budget and the five year capital improvements program.

SUMMARY

The preparation of the FY02 budget has been challenging for the Board of Supervisors and County staff. The Board is very pleased to have met its goals in both balancing the FY02 general fund operating budget and keeping the County's reliance on property tax revenues to minimal increases.

The Board and County Administrator expresses its appreciation to the staff of the Office and Budget and Information Processing who assisted and contributed to its preparation. Special thanks goes to the Director of Budget and Information Processing, 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), Accounting Supervisor (Auditor's Office), County Attorney Office Manager, Planning and Development Director, Deputy Recorder (Recorder's Office), and the Administrative Assistant (Administration).

These are exciting times in providing new challenges and inspiring the Board, elected and appointed department heads, County staff and the citizens of Scott County to develop new methods and ideas in providing services to the community and to continue to improve its public facilities and infrastructure. The continued direction in the change of the state/federal/local partnership 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. Future property tax limitations forced on the County by the State Legislature may prohibit economic growth opportunities and force service reductions as various uncontrollable service areas increase, such as public safety. 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 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 Schaefer, Chairman
Scott County Board of Supervisors



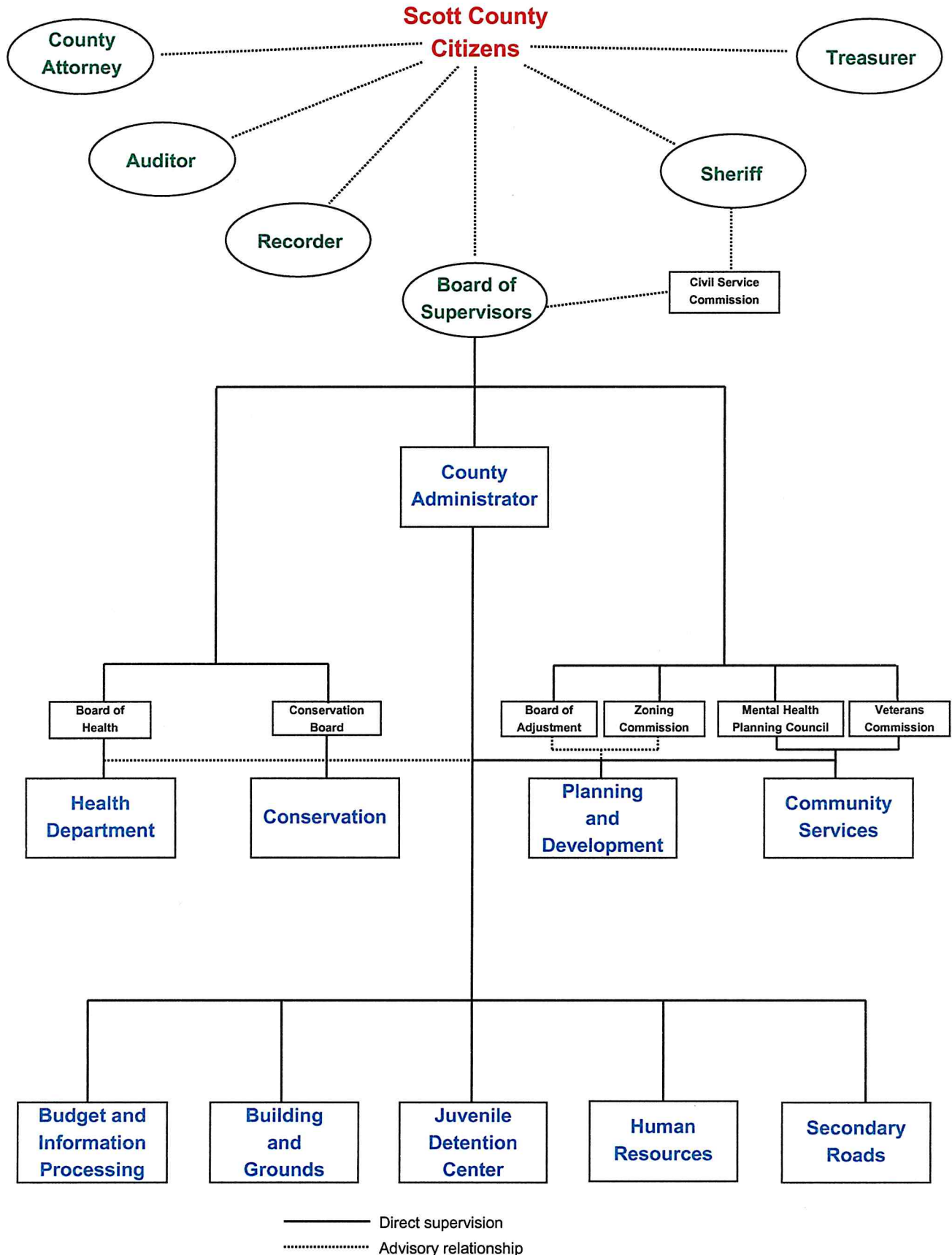
F. Glen Erickson
County Administrator



SCOTT COUNTY OFFICIALS

<u>Official Title</u>	<u>Official</u>	<u>Term Expiration Date of Elected Officials</u>
Elected Officials		
Supervisor, Chairperson	Carol Schaefer	2004
Supervisor	Otto L. Ewoldt	2002
Supervisor	Pat Gibbs	2002
Supervisor	Jim Hancock	2004
Supervisor	Larry Minard	2002
Attorney	William E. Davis	2002
Auditor	Karen L. Fitzsimmons	2004
Recorder	Edwin G. Winborn	2002
Sheriff	Dennis Conard	2004
Treasurer	Bill Fennelly	2002
Administration		
County Administrator	F. Glen Erickson	
Department Heads		
Budget & Information Processing	C. Ray Wierson	
Buildings & Grounds	Dave Donovan	
Community Services	Mary Dubert	
Conservation	Roger Kean	
Health	Lawrence Barker	
Human Resources	Paul Greufe	
Juvenile Detention Center	Scott Hobart	
Planning & Development	Tim Huey	
Secondary Roads	Larry Mattusch	

Scott County Government Organizational Chart

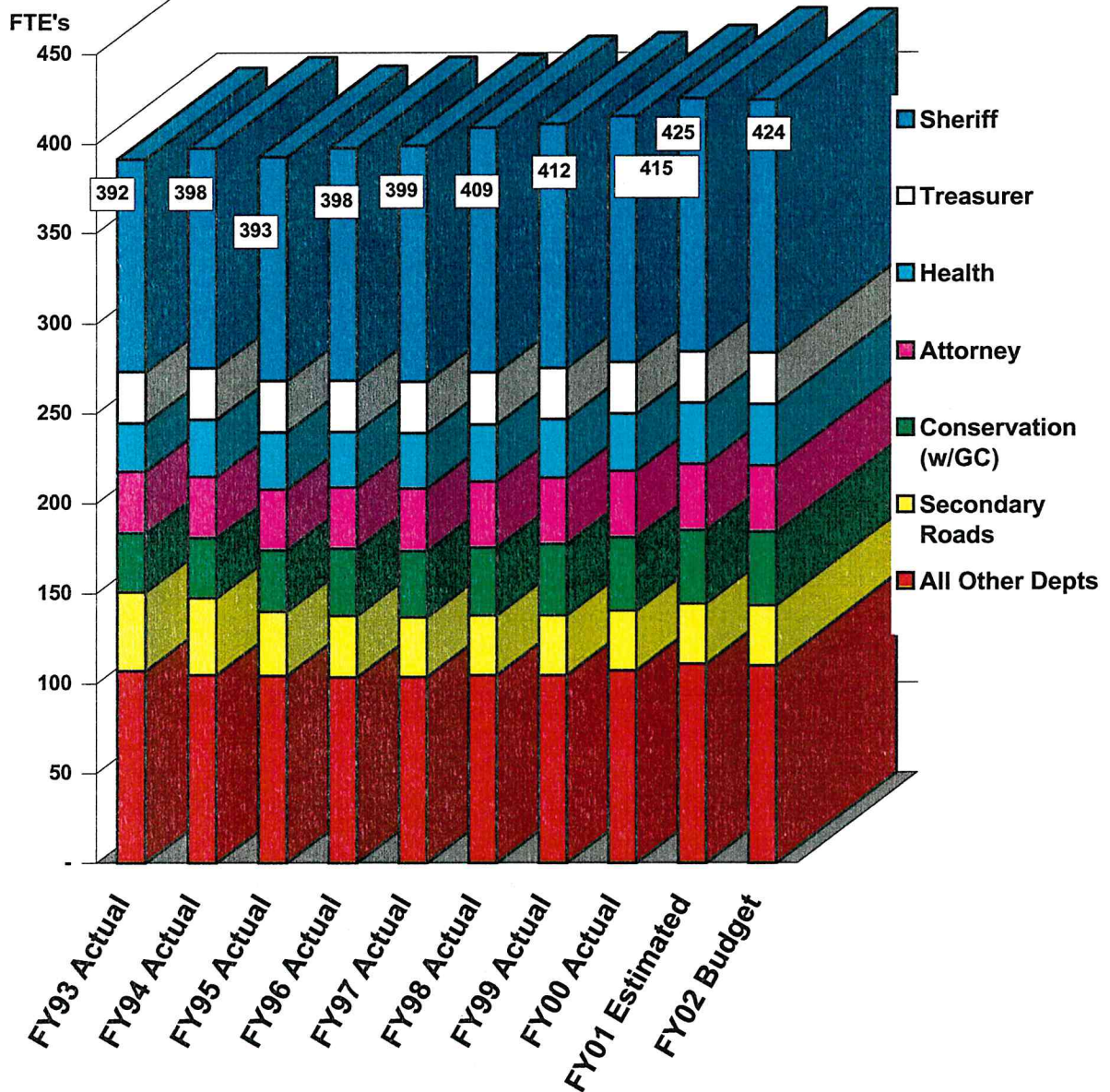


EMPLOYEE AUTHORIZATION HISTORY FULL TIME EQUIVALENTS (FTE) TRENDS

Department	FY93 Actual	FY94 Actual	FY95 Actual	FY96 Actual	FY97 Actual	FY98 Actual	FY99 Actual	FY00 Actual	FY01 Estimate	FY02 Budget
Administration	3.75	3.10	3.10	3.10	2.70	2.70	2.70	2.70	2.70	2.70
Attorney	34.50	34.00	34.00	34.00	35.00	37.00	37.00	37.00	37.00	37.00
Auditor	18.00	17.50	17.50	15.90	15.40	15.40	15.40	15.40	15.40	15.40
Budget & Information Proc	19.50	17.00	17.00	17.00	16.50	15.50	14.50	15.50	17.50	17.50
Building & Grounds	16.30	15.99	15.44	15.49	16.39	16.89	17.79	17.79	19.24	19.24
Community Services	11.62	12.62	11.62	12.63	12.75	13.25	13.25	13.25	12.75	12.75
Conservation	15.50	16.25	16.75	18.00	17.25	18.25	20.25	21.25	21.25	21.25
Court Support Costs	0.50	0.50	0.50	0.37	-	-	-	-	-	-
Health	26.68	31.72	31.72	30.72	30.72	31.39	32.39	31.90	33.90	34.15
Human Resources	7.00	6.50	6.50	6.50	6.50	7.50	7.50	7.50	7.50	7.50
Juvenile Court Services	10.00	10.00	10.00	11.00	11.00	11.00	11.00	11.80	12.40	12.40
Planning & Development	4.45	4.58	4.58	4.45	4.33	4.33	4.33	4.33	4.33	4.33
Recorder	11.00	12.00	12.00	12.00	13.00	13.00	14.00	14.00	14.00	13.00
Secondary Roads	43.60	42.60	35.60	34.10	33.10	33.10	33.10	33.40	33.40	33.40
Sheriff	118.30	122.40	124.40	129.30	131.30	136.20	135.70	136.70	140.70	140.70
Supervisors	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Treasurer	28.60	28.60	28.60	28.60	28.60	29.10	28.60	28.60	28.60	28.60
Veteran Affairs	-	-	1.00	-	-	-	-	-	-	-
SUBTOTAL	374.30	380.36	375.31	378.16	379.54	389.61	392.51	396.12	405.67	404.92
Golf Course Enterprise	17.20	17.20	17.20	19.35	19.35	19.35	19.35	19.35	19.35	19.35
TOTAL	391.50	397.56	392.51	397.51	398.89	408.96	411.86	415.47	425.02	424.27

FTE (Full Time Equivalents) STAFFING TRENDS

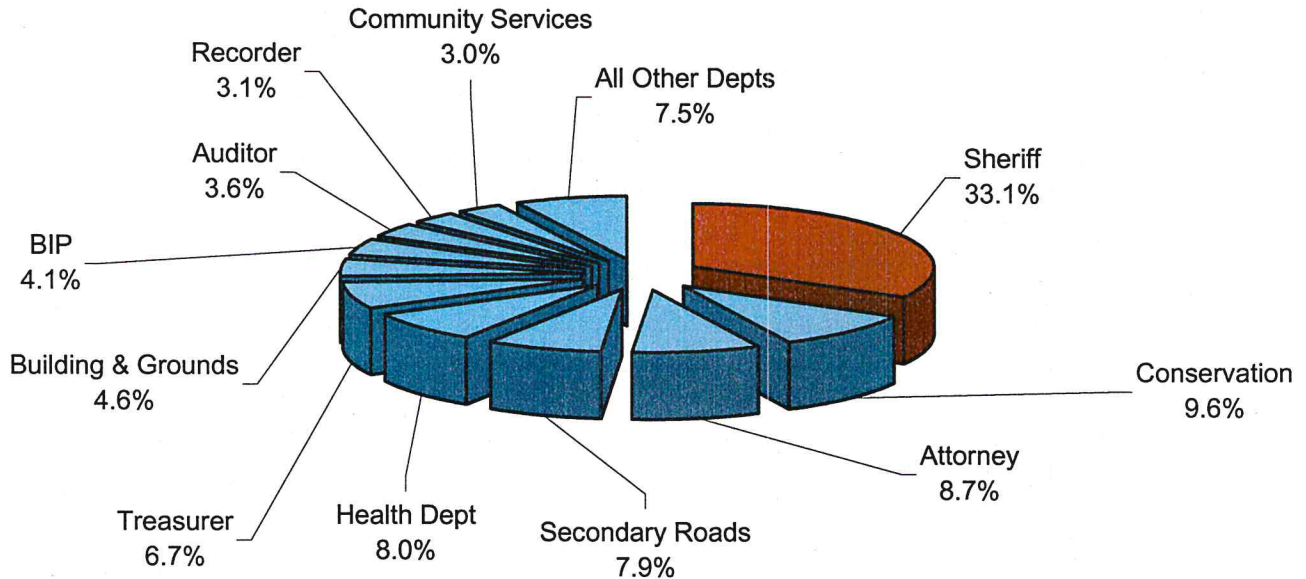
TEN YEAR COMPARISON



Total FTE's have increased by 33 positions over the last ten years averaging less than 1% growth per year. 70% of the new positions have been in the Sheriff's Department with several other positions being grant funded and will be abolished should grant funding end.

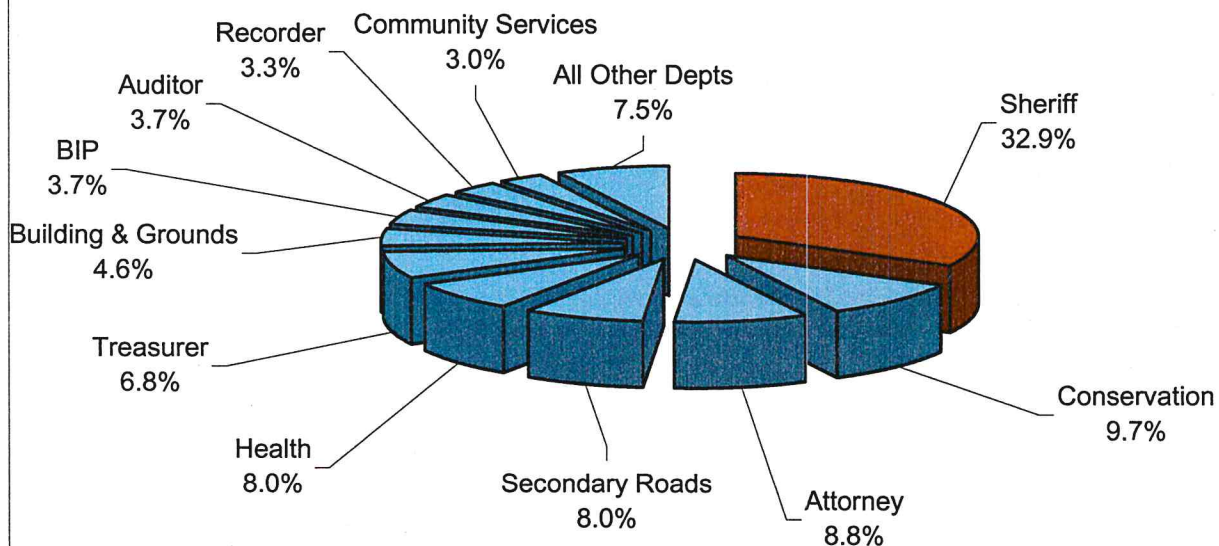
FTE (Full Time Equivalents) Staffing By Department

FY02 BUDGET: 424.27 FTE's



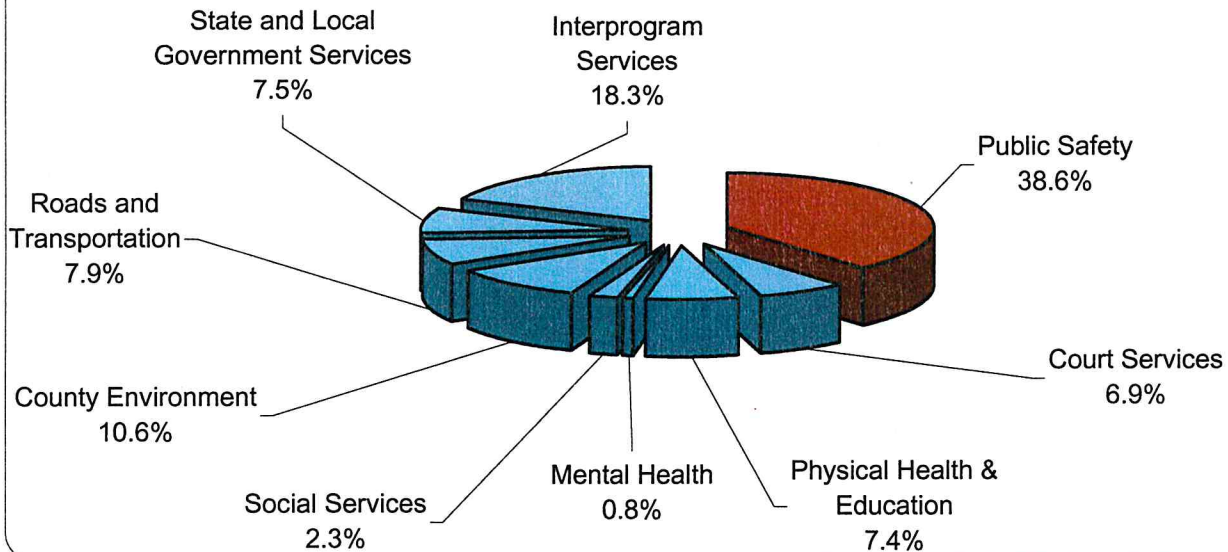
One third (33%) of the County's total FTE's (full time equivalents) are found in the Sheriff's Department.

FY01 BUDGET: 418.42 FTE's



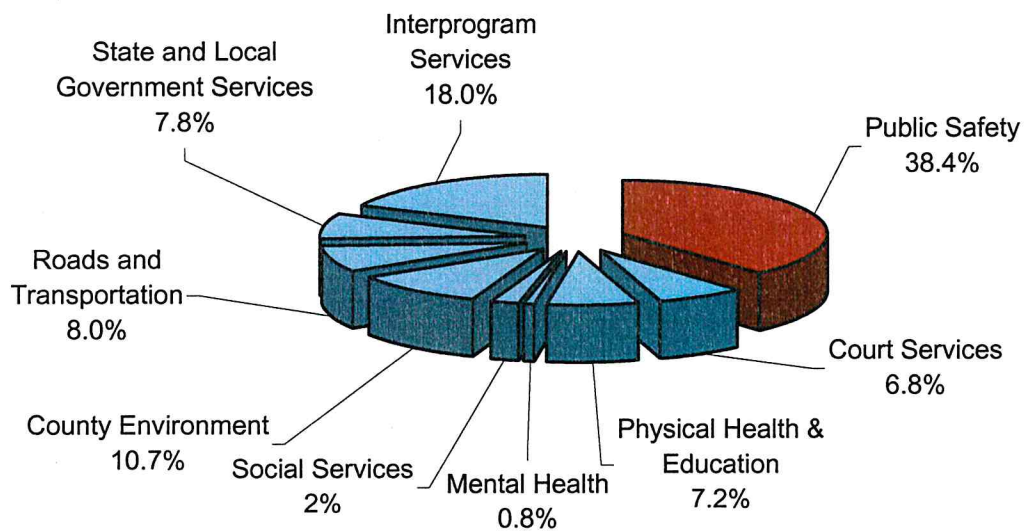
FTE (Full Time Equivalents) Staffing By Service Area

FY02 BUDGET: 424.27 FTE's



Approximately 40 % of the County's workforce is a part of the Public Safety service area.

FY01 BUDGET: 418.42 FTE's



SCOTT COUNTY FUND STATEMENT

ALL FUNDS

<u>Fund</u>	<u>Estimated Balance 07/01/01</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Estimated Balance 06/30/02</u>
General Fund	\$ 8,036,985	\$ 34,109,427	\$ 35,159,427	\$ 6,986,985
Special Revenue Funds				
MH-DD	2,056,577	11,645,639	12,575,889	1,126,327
Rural Services	142,397	2,009,422	2,009,422	142,397
Recorder's Record Mgt	111,258	49,000	50,000	110,258
Secondary Roads	<u>568,158</u>	<u>4,096,389</u>	<u>4,395,100</u>	<u>269,447</u>
Total Special Revenue Funds	2,878,390	17,800,450	19,030,411	1,648,429
Debt Service	5,688,836	304,010	594,010	5,398,836
Other Funds				
Capital Improvements				
General	5,644,426	4,151,387	8,564,215	1,231,598
Electronic Equipment	761,422	527,768	1,013,099	276,091
Vehicle	503,703	197,305	252,500	448,508
Conservation Equip Reserve	77,123	-	-	77,123
Conservation CIP Reserve	<u>34,972</u>	<u>-</u>	<u>15,000</u>	<u>19,972</u>
Total Capital Improvements	7,021,646	4,876,460	9,844,814	2,053,292
Non-Budgeted Funds				
Golf Course Enterprise	(1,267,303)	1,407,545	1,214,058	(1,073,816)
Self-Insurance	1,025,067	-	-	1,025,067
Group Health	<u>67,812</u>	<u>-</u>	<u>65,000</u>	<u>2,812</u>
Total Non-Budgeted Funds	(174,424)	1,407,545	1,279,058	(45,937)
Total*	<u>\$ 23,451,433</u>	<u>\$ 58,497,892</u>	<u>\$ 65,907,720</u>	<u>\$ 16,041,605</u>

*Includes interfund transfers and non-budgeted fund activity

SCOTT COUNTY REVENUE ESTIMATES

ALL FUNDS

<u>Fund</u>	<u>Actual 1999-00</u>	<u>Budget 2000-01</u>	<u>Revised Estimate 2000-01</u>	<u>Budget 2001-02</u>	<u>% Change From Prior Budget</u>
General Fund	\$ 30,095,122	\$ 30,152,483	\$ 33,299,017	\$ 34,109,427	13.1%
Special Revenue Funds					
MH-DD	10,902,232	11,199,993	11,699,717	11,645,639	4.0%
Rural Services	1,821,678	1,865,445	1,862,933	2,009,422	7.7%
Recorder's Record Mgt	44,899	49,540	49,540	49,000	-1.1%
Secondary Roads	3,869,506	3,912,622	3,926,397	4,096,389	4.7%
Total Special Revenue Funds	16,638,315	17,027,600	17,538,587	17,800,450	4.5%
Debt Service	814,524	317,485	317,485	304,010	-4.2%
Other Funds					
Capital Improvements					
General	6,892,088	3,306,744	3,596,258	4,151,387	25.5%
Electronic Equipment	581,790	529,124	553,874	527,768	-0.3%
Vehicle	200,896	200,728	198,265	197,305	-1.7%
Conservation Equip Reserve	77,123	-	-	-	0.0%
Conservation CIP Reserve	19,972	-	15,000	-	0.0%
Total Capital Improvements	7,771,869	4,036,596	4,363,397	4,876,460	20.8%
Non-Budgeted Funds					
Golf Course Enterprise	1,335,355	1,326,988	1,326,988	1,407,545	6.1%
Self-Insurance	899,932	61,356	-	-	-100.0%
Group Health	98,492	160,000	-	-	-100.0%
Total Non-Budgeted Funds	2,333,778	1,548,344	1,326,988	1,407,545	-9.1%
Total*	<u>\$ 57,653,608</u>	<u>\$ 53,082,508</u>	<u>\$ 56,845,474</u>	<u>\$ 58,497,892</u>	10.2%

*Includes interfund transfers and non-budgeted fund activity

SCOTT COUNTY EXPENDITURE ESTIMATES ALL FUNDS

<u>Fund</u>	<u>Actual 1999-00</u>	<u>Budget 2000-01</u>	<u>Revised Estimate 2000-01</u>	<u>Budget 2001-02</u>	<u>% Change From Prior Budget</u>
General Fund	\$ 32,535,370	\$ 31,282,983	\$ 32,646,271	\$ 35,159,427	12.4%
Special Revenue Funds					
MH-DD	10,574,774	11,745,976	11,685,459	12,575,889	7.1%
Rural Services	1,824,242	1,875,614	1,875,614	2,009,422	7.1%
Recorder's Record Mgt	11,953	30,000	50,000	50,000	66.7%
Secondary Roads	3,845,686	4,248,700	4,048,700	4,395,100	3.4%
Total Special Revenue Funds	16,256,655	17,900,290	17,659,773	19,030,411	6.3%
Debt Service	1,074,375	592,485	592,485	594,010	0.3%
Other Funds					
Capital Improvements					
General	2,778,115	5,869,226	3,862,224	8,564,215	45.9%
Electronic Equipment	1,035,442	990,004	1,043,958	1,013,099	2.3%
Vehicle	283,174	167,000	178,958	252,500	51.2%
Conservation Equip Reserve	-	-	-	-	0.0%
Conservation CIP Reserve	-	-	-	15,000	0.0%
Total Capital Improvements	4,096,731	7,026,230	5,085,140	9,844,814	40.1%
Non-Budgeted Funds					
Golf Course Enterprise	1,120,106	1,163,261	1,167,643	1,214,058	4.4%
Self-Insurance	1,043,549	-	-	-	0.0%
Group Health	210,257	225,000	80,000	65,000	-71.1%
Total Non-Budgeted Funds	2,373,912	1,388,261	1,247,643	1,279,058	-7.9%
Total*	<u>\$ 56,337,043</u>	<u>\$ 58,190,249</u>	<u>\$ 57,231,312</u>	<u>\$ 65,907,720</u>	13.3%

*Includes interfund transfers and non-budgeted fund activity

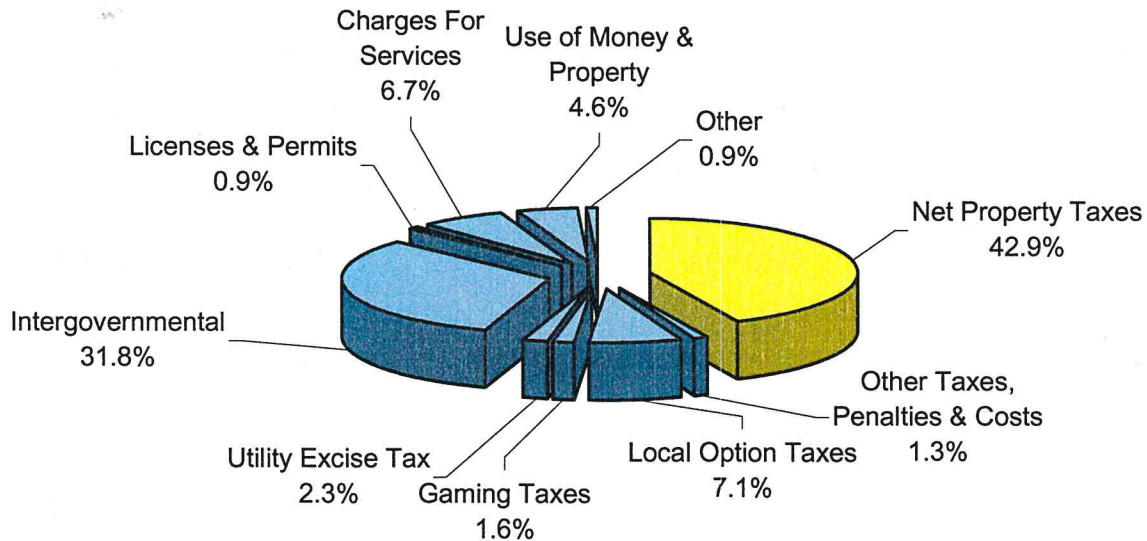
ALL COUNTY FUNDS - REVENUES RECONCILIATION INFORMATION

	<u>Actual</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>Revised</u> <u>Estimate</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
Revenues per summary statement	\$ 57,653,608	\$ 53,082,508	\$ 56,845,474	\$ 58,497,892	10.2%
Less transfers in:					
GENERAL BASIC	-	-	-	-	0.0%
GENERAL SUPPLEMENTAL					
General Basic	2,500,000	-	2,500,000	2,500,000	0.0%
SECONDARY ROADS					
General Basic	538,219	554,366	554,366	570,997	3.0%
Rural Services Basic	1,501,317	1,546,356	1,546,356	1,592,747	3.0%
CAPITAL IMPROVEMENT					
General Basic	4,667,356	1,220,000	1,520,632	1,858,425	52.3%
Rural Service Fund	-	-	-	64,575	0.0%
Electronic Equipment	1,035,442	990,004	1,043,958	1,013,099	2.3%
Vehicle Replacement	283,174	167,000	178,958	252,500	51.2%
Recorder's Record Mgt	11,953	30,000	50,000	50,000	66.7%
Conservation CIP Reserve	-	-	-	15,000	0.0%
ELECTRONIC EQUIPMENT					
General Basic	500,000	500,000	500,000	500,000	0.0%
VEHICLE REPLACEMENT					
General Basic	<u>171,820</u>	<u>171,820</u>	<u>171,820</u>	<u>171,820</u>	0.0%
Total Transfers In	11,209,281	5,179,546	8,066,090	8,589,163	64.3%
Less Non-Budgeted Funds					
GROUP HEALTH	98,492	160,000	-	-	-100.0%
SELF-INSURANCE	899,932	61,356	-	-	-100.0%
GOLF COURSE ENTERPRISE	<u>1,335,355</u>	<u>1,326,988</u>	<u>1,326,988</u>	<u>1,407,545</u>	6.1%
Net Budgeted Revenues	<u>\$ 44,110,548</u>	<u>\$ 46,354,618</u>	<u>\$ 47,452,396</u>	<u>\$ 48,501,184</u>	4.6%

COUNTY REVENUES BY SOURCE

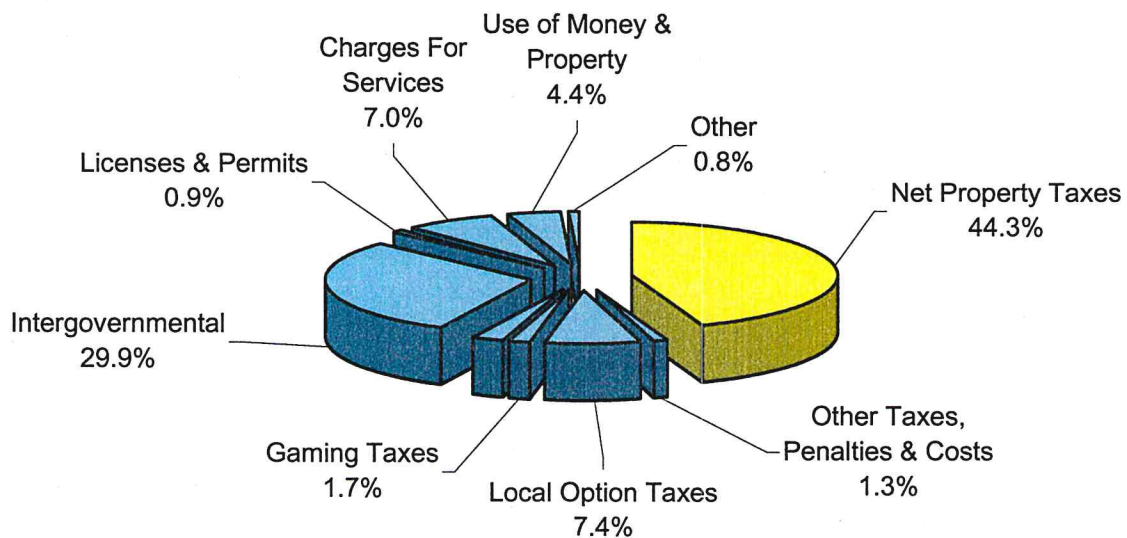
Budgeted Funds

FY02 BUDGET: \$48,501,184



Net property taxes are decreasing slightly as a percent of total revenues due to additional grants being received under intergovernmental revenue category. Property taxes continues to be the largest component of the County's budgeted revenues.

FY01 BUDGET: \$46,354,618



REVENUE SOURCES
(excluding transfers and non-budgeted funds)

Fund	Actual 1999-00	Budget 2000-01	Revised Estimate 2000-01	Budget 2001-02	% Change From Prior Budget
Taxes Levied on Property	\$ 20,285,464	\$ 20,877,375	\$ 20,924,366	\$ 21,804,260	4.4%
Less: Uncollected Delinquent Taxes-Lev	15,677	10,548	15,332	15,332	45.4%
Less: Credits To Taxpayers	<u>1,001,866</u>	<u>938,429</u>	<u>980,636</u>	<u>980,636</u>	4.5%
Net Current Property Taxes	19,267,921	19,928,398	19,928,398	20,808,292	4.4%
Add: Delinquent Property Tax Revenue	<u>15,677</u>	<u>10,548</u>	<u>15,332</u>	<u>15,332</u>	45.4%
Total Net Property Taxes	19,283,598	19,938,946	19,943,730	20,823,624	4.4%
Penalties, Interest & Costs On Taxes	489,444	482,310	467,578	497,078	3.1%
Other County Taxes	<u>117,914</u>	<u>113,928</u>	<u>117,020</u>	<u>117,020</u>	2.7%
Total Other Taxes, Penalties & Costs	607,358	596,238	584,598	614,098	3.0%
Local Option Taxes	3,341,526	3,331,120	3,356,618	3,457,316	3.8%
Gaming Taxes	784,467	780,000	785,000	785,000	0.6%
Utility Tax Replacement Excise Tax	-	1,049,524	1,049,524	1,031,421	-1.7%
Intergovernmental :					
State Shared Revenues	1,829,911	1,836,900	1,850,675	1,960,645	6.7%
State Grants & Reimbursements	4,096,955	5,157,771	5,233,089	5,347,954	3.7%
State Credits Against Levied Taxes	1,001,866	938,429	980,636	980,636	4.5%
Other State Credits	5,876,028	6,041,264	6,508,822	6,447,571	6.7%
Federal Grants & Entitlements	44,198	41,666	45,486	42,666	2.4%
Contr & Reimb From Other Govts	819,680	813,867	639,109	657,739	-19.2%
Payments in Lieu of Taxes	<u>1,989</u>	<u>2,110</u>	<u>2,110</u>	<u>2,110</u>	0.0%
Subtotal Intergovernmental	13,670,627	14,832,007	15,259,927	15,439,321	6.8%
Licenses & Permits	428,267	384,705	403,555	417,730	8.6%
Charges For Services	3,172,086	3,137,057	3,214,403	3,267,673	4.2%
Use of Money & Property	2,237,066	1,966,001	2,533,974	2,251,062	14.5%
Other:					
Fines, Forfeitures & Defaults	66,775	51,000	57,200	51,200	0.4%
Miscellaneous	400,978	281,520	239,367	352,739	25.3%
Proceeds of Fixed Asset Sales	<u>41,378</u>	<u>6,500</u>	<u>9,500</u>	<u>10,000</u>	53.8%
Total Other	509,131	339,020	306,067	413,939	22.1%
Total Revenues & Other Sources	\$ 44,034,126	\$ 46,354,618	\$ 47,437,396	\$ 48,501,184	4.6%

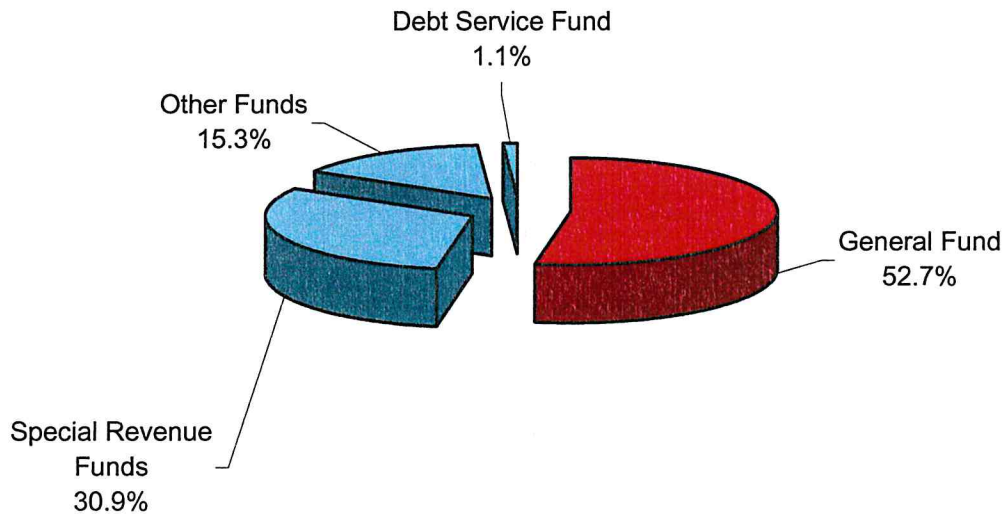
**ALL COUNTY FUNDS - EXPENDITURES
RECONCILIATION INFORMATION**

	<u>Actual</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>Revised</u> <u>Estimate</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>	% Change From Prior <u>Budget</u>
Expenditures per summary statement	56,337,042	58,190,249	57,231,312	65,907,720	15.3%
Less transfers out:					
GENERAL BASIC					
General Supplemental	2,500,000	-	2,500,000	2,500,000	0.0%
Secondary Roads	538,219	554,366	554,366	570,997	3.0%
Capital Improvements	4,667,356	1,220,000	1,520,632	1,858,425	52.3%
Electronic Equipment	500,000	500,000	500,000	500,000	0.0%
Vehicle Replacement	171,820	171,820	171,820	171,820	0.0%
RURAL SERVICES BASIC					
Secondary Roads	1,501,317	1,546,356	1,546,356	1,592,747	3.0%
Capital Improvements	-	-	-	64,575	0.0%
ELECTRONIC EQUIPMENT					
Capital Improvements	1,035,442	990,004	1,043,958	1,013,099	2.3%
VEHICLE REPLACEMENT					
Capital Improvements	283,174	167,000	178,958	252,500	51.2%
CONSERVATION CIP RESERVE					
Capital Improvements	-	-	-	15,000	
RECORDER'S RECORD MGT					
Capital Improvements	11,953	30,000	50,000	50,000	66.7%
Total Transfers In	11,209,281	5,179,546	8,066,090	8,589,163	64.3%
Less Non-Budgeted Funds					
GROUP HEALTH	210,257	225,000	80,000	65,000	-71.1%
SELF-INSURANCE	1,043,549	-	-	-	0.0%
GOLF COURSE ENTERPRISE	1,120,106	1,163,261	1,167,643	1,214,058	4.4%
Net Budgeted Expenditures	<u>\$ 42,753,849</u>	<u>\$ 51,622,442</u>	<u>\$ 47,917,579</u>	<u>\$ 56,039,499</u>	11.0%

ALL COUNTY EXPENDITURES BY FUND

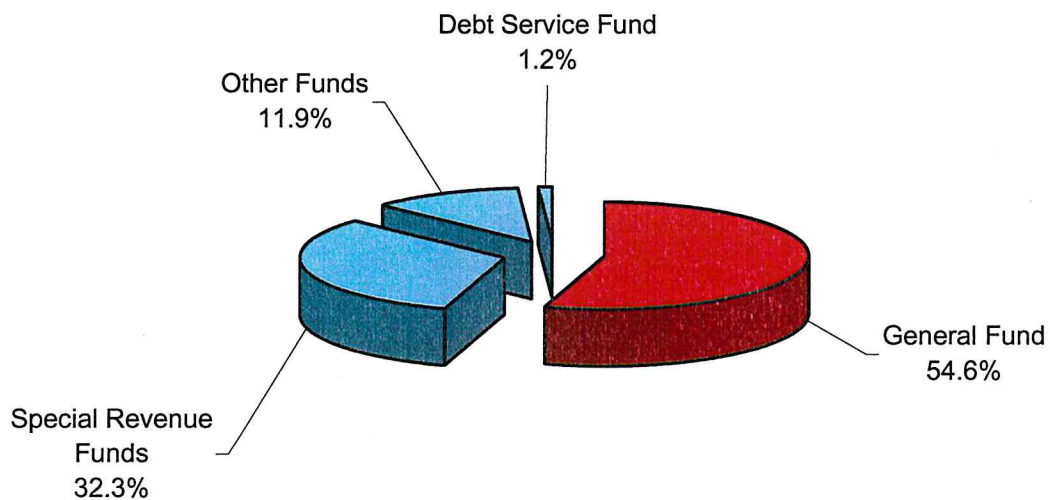
Budgeted Funds

FY02 BUDGET: \$56,039,499



This graph, which excludes transfers and non-budgeted funds, shows that the majority of County expenditures come from the General Fund.

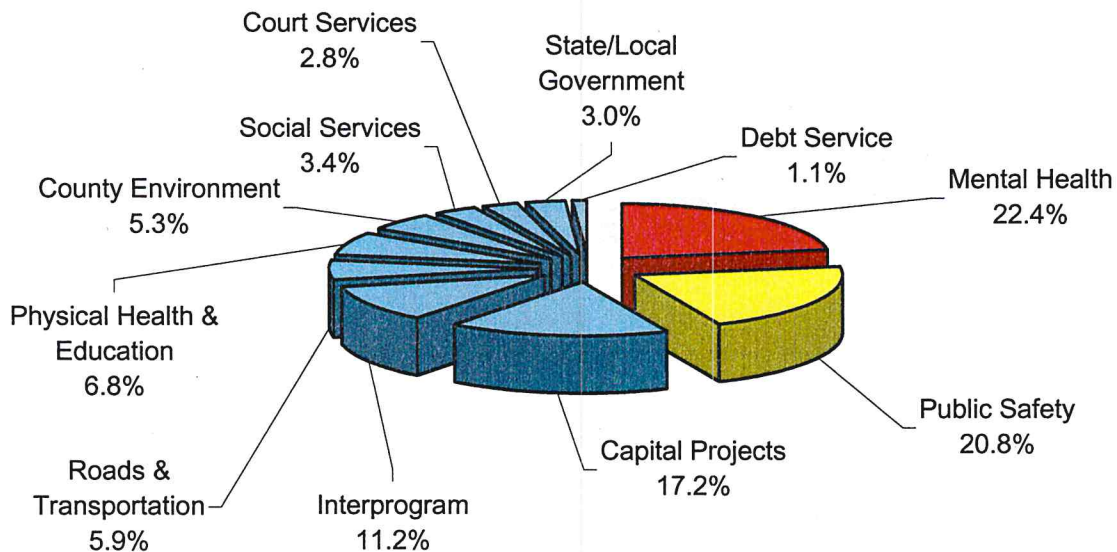
FY01 BUDGET: \$51,622,442



APPROPRIATIONS BY SERVICE AREA

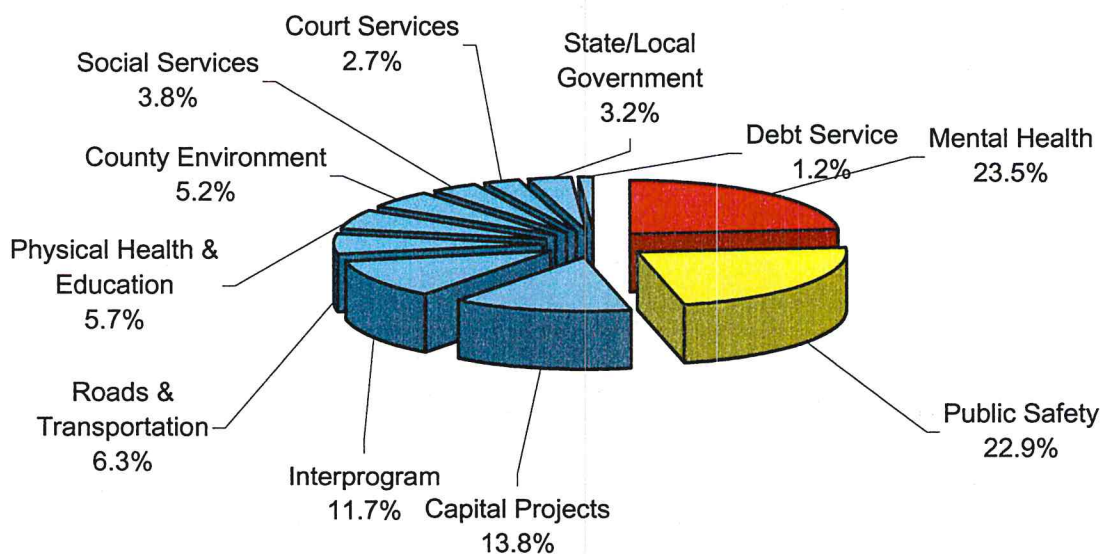
Budgeted Funds Only

FY02 BUDGET: \$56,039,499



The State mandated Mental Health service area continues to be the largest single expenditure area of the County with Public Safety second highest as a per cent of total appropriations.

FY01 BUDGET: \$51,622,442



SERVICE AREA DESCRIPTIONS

PUBLIC SAFETY

Includes Sheriff programs - Patrol & Investigations, Jail and Jail Health services, and Prisoner Transportation; County Attorney programs - Criminal Prosecution, Child Support Recovery, and Corporate Counsel/Civil Division; all ambulance services; and Disaster Services.

COURT SERVICES

Includes Sheriff program - service of civil papers; Juvenile Court Services programs including the Juvenile Detention Center, and Juvenile Justice program; other court costs including grand jury costs and the Grant Law Library.

PHYSICAL HEALTH AND EDUCATION 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; Library program; Mississippi Valley Fair program.

MENTAL HEALTH 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, Inpatient, Residential, Day Treatment and Case Monitoring Services.

SOCIAL SERVICES

Includes 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.

COUNTY ENVIRONMENT 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.

ROADS AND TRANSPORTATION SERVICES

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

STATE & LOCAL GOVERNMENT SERVICES

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

INTERPROGRAM SERVICES

Includes County Administrator program; Auditor's Department programs - Business/Finance and Taxation; Budget and Information Processing programs; Buildings and Grounds Department programs; Non-Departmental program - Insurance Costs, Professional Services and Contingency; Personnel Department; Board of Supervisors; Treasurer's Department programs - Tax Collection and Accounting/Finance.

DEBT SERVICE

Includes the Scott Solid Waste Commission Bond Issue.

CAPITAL IMPROVEMENTS

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

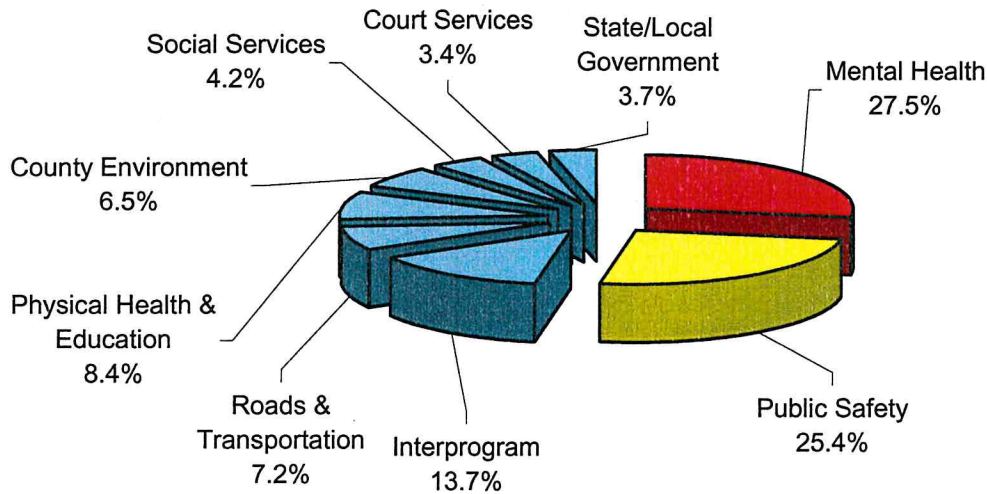
APPROPRIATION SUMMARY BY SERVICE AREA
(excluding transfers and non-budgeted funds)

SERVICE AREA	<u>Actual 1999-00</u>	<u>Budget 2000-01</u>	<u>Revised Estimate 2000-01</u>	<u>Budget 2001-02</u>	<u>% Change From Prior Budget</u>
Public Safety	9,357,444	11,751,509	10,746,626	11,643,468	-0.9%
Court Services	1,267,778	1,390,190	1,398,823	1,551,016	11.6%
Physical Health & Education	2,822,211	3,623,499	3,670,606	3,834,797	5.8%
Mental Health	10,574,774	11,745,976	11,685,459	12,575,889	7.1%
Social Services	1,671,305	1,873,129	1,849,656	1,926,613	2.9%
County Environment	2,336,674	2,773,389	2,773,003	2,967,027	7.0%
Roads & Transportation	3,215,371	3,298,700	3,098,700	3,295,100	-0.1%
State/Local Government	1,509,901	1,678,695	1,552,188	1,707,747	1.7%
Interprogram	<u>5,439,162</u>	<u>6,075,644</u>	<u>5,722,809</u>	<u>6,279,617</u>	3.4%
SUBTOTAL OPERATING BUDGET	38,194,620	44,210,731	42,497,870	45,781,274	3.6%
Debt Service	1,074,375	592,485	592,485	594,010	0.3%
Capital Projects	<u>3,408,430</u>	<u>6,819,226</u>	<u>4,812,224</u>	<u>9,664,215</u>	41.7%
TOTAL COUNTY BUDGET	<u>\$ 42,677,425</u>	<u>\$ 51,622,442</u>	<u>\$ 47,902,579</u>	<u>\$ 56,039,499</u>	8.6%

APPROPRIATIONS BY SERVICE AREA

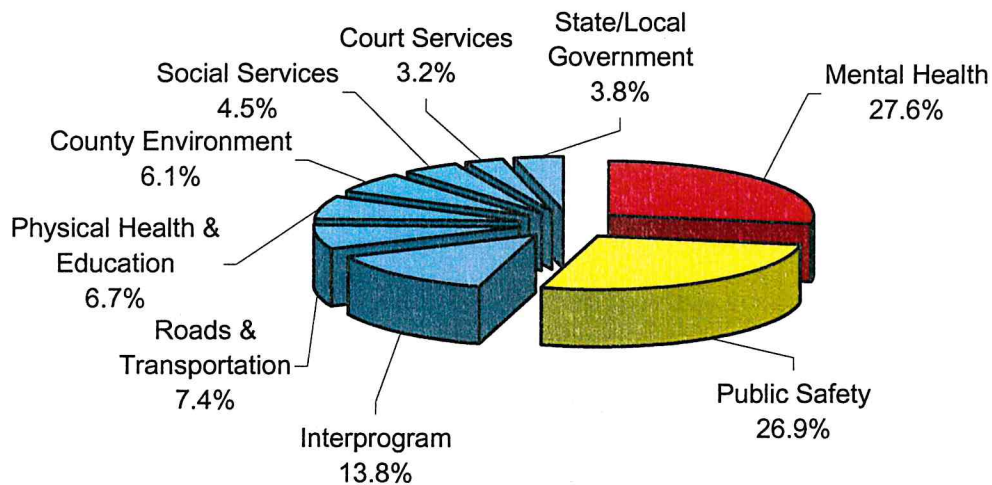
Operating Budget Only

FY02 BUDGET: \$45,781,274



Public Safety expenditures are nearly the same percentage of the County operating budget as the State mandated mental health area. Public Safety expenditures have increased dramatically in recent years due to increasing costs in housing jail inmates.

FY01 BUDGET: \$44,210,731



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

	----- GENERAL FUND -----			----- SPECIAL REVENUE FUNDS -----		
	ACTUAL 1999-00	PROJECTED 2000-01	BUDGET 2001-02	ACTUAL 1999-00	PROJECTED 2000-01	BUDGET 2001-02
REVENUES & OTHER FINANCING SOURCES						
Taxes Levied on Property	\$ 14,772,012	\$ 16,056,506	\$ 16,782,259	\$ 5,049,341	\$ 4,867,860	\$ 5,022,001
Less: Uncollected Delinquent Taxes-Levy Ye	11,347	11,347	11,347	3,985	3,985	3,985
Less: Credits To Taxpayers	698,368	698,369	698,369	282,268	282,267	282,257
Net Current Property Taxes	14,062,297	15,346,790	16,072,543	4,763,088	4,581,608	4,735,759
Delinquent Property Tax Revenue	11,347	11,347	11,347	3,985	3,985	3,985
Penalties, Interest & Costs On Taxes	489,444	467,578	497,078	-	-	-
Other County Taxes	3,444,839	4,279,161	4,368,350	13,706	244,001	237,407
Intergovernmental	3,511,262	4,444,057	4,579,156	9,687,488	10,485,878	10,548,367
Licenses & Permits	427,082	402,555	416,730	1,185	1,000	1,000
Charges For Services	3,070,599	3,102,010	3,171,475	101,487	112,393	96,198
Use of Money & Property	2,121,568	2,449,655	2,193,809	4,632	4,000	4,000
Fines, Forfeitures & Defaults	66,775	57,200	51,200	-	-	-
Miscellaneous	349,232	229,164	237,739	23,208	5,000	10,000
Subtotal Revenues	27,554,445	30,789,517	31,599,427	14,598,779	15,437,865	15,636,716
Other Financing Sources:						
Operating Transfers In	2,500,000	2,500,000	2,500,000	2,039,536	2,100,722	2,163,744
Proceeds of Fixed Asset Sales	40,678	9,500	10,000	-	-	-
Total Revenues & Other Sources	30,095,123	33,299,017	34,109,427	16,638,315	17,538,587	17,800,460
EXPENDITURES & OTHER FINANCING USES						
Operating:						
Public Safety	9,357,444	10,746,626	11,643,468	-	-	-
Court Services	1,267,778	1,398,823	1,551,016	-	-	-
Physical Health & Education	2,499,286	3,341,348	3,482,697	322,925	329,258	352,100
Mental Health, MR & DD	-	-	-	10,574,774	11,685,459	12,575,889
Social Services	1,671,305	1,849,656	1,926,613	-	-	-
County Environment	2,336,674	2,773,003	2,967,027	-	-	-
Roads & Transportation	-	-	-	3,215,371	3,098,700	3,295,100
State & Local Government Services	1,509,901	1,552,188	1,707,747	-	-	-
Interprogram Services	5,439,162	5,722,809	6,279,617	-	-	-
Capital Projects	-	-	-	630,315	950,000	1,100,000
Subtotal Expenditures	24,081,550	27,384,453	29,558,185	14,743,385	16,063,417	17,323,089
Other Financing Uses:						
Operating Transfers Out	8,453,818	5,261,818	5,601,242	1,513,270	1,596,356	1,707,322
Total Expenditures & Other Uses	32,535,368	32,646,271	35,159,427	16,256,655	17,659,773	19,030,411
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(2,440,245)	652,746	(1,050,000)	381,660	(121,186)	(1,229,951)
Beginning Fund Balance - July 1,	\$ 9,824,484	\$ 7,384,239	\$ 8,036,985	\$ 2,617,916	\$ 2,999,576	\$ 2,878,390
Ending Fund Balance - June 30,	\$ 7,384,239	\$ 8,036,985	\$ 6,986,985	\$ 2,999,576	\$ 2,878,390	\$ 1,648,429

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

	----- DEBT SERVICE FUND -----			----- CAPITAL PROJECTS FUND -----		
	<u>ACTUAL</u> <u>1999-00</u>	<u>PROJECTED</u> <u>2000-01</u>	<u>BUDGET</u> <u>2001-02</u>	<u>ACTUAL</u> <u>1999-00</u>	<u>PROJECTED</u> <u>2000-01</u>	<u>BUDGET</u> <u>2001-02</u>
REVENUES & OTHER FINANCING SOURCES						
Taxes Levied on Property	\$ 464,111	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Uncollected Delinquent Taxes-Levy Ye	345	-	-	-	-	-
Less: Credits To Taxpayers	21,230	-	-	-	-	-
Net Current Property Taxes	442,537	-	-	-	-	-
Delinquent Property Tax Revenue	345	-	-	-	-	-
Other County Taxes	895	-	-	784,467	785,000	785,000
Intergovernmental	370,747	317,485	304,010	101,130	12,507	7,788
Use of Money & Property	-	-	-	110,866	80,319	53,253
Miscellaneous	-	-	-	28,538	5,203	105,000
Subtotal Revenues	814,524	317,485	304,010	1,025,001	883,029	951,041
Other Financing Sources:						
Operating Transfers In	-	-	-	6,746,168	3,480,368	3,925,419
Proceeds of Fixed Asset Sales	-	-	-	700	-	-
Total Revenues & Other Sources	814,524	317,485	304,010	7,771,869	4,363,397	4,876,460
EXPENDITURES & OTHER FINANCING USES						
Operating:						
Debt Service	1,074,375	592,485	594,010	-	-	-
Capital Projects	-	-	-	2,778,115	3,862,224	8,564,215
Subtotal Expenditures	1,074,375	592,485	594,010	2,778,115	3,862,224	8,564,215
Other Financing Uses:						
Operating Transfers Out	-	-	-	1,318,616	1,222,916	1,280,599
Total Expenditures & Other Uses	1,074,375	592,485	594,010	4,096,731	5,085,140	9,844,814
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(259,851)	(275,000)	(290,000)	3,675,138	(721,743)	(4,968,354)
Beginning Fund Balance - July 1,	\$ 6,223,688	\$ 5,963,836	\$ 5,688,836	\$ 4,068,251	\$ 7,743,389	\$ 7,021,646
Ending Fund Balance - June 30,	\$ 5,963,836	\$ 5,688,836	\$ 5,398,836	\$ 7,743,389	\$ 7,021,646	\$ 2,053,292

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

	<u>Actual</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>Revised</u> <u>Estimate</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
ADMINISTRATION	\$ 201,621	\$ 217,639	\$ 195,231	\$ 227,070	4.3%
General Administration	201,621	217,639	195,231	227,070	4.3%
ATTORNEY	\$ 1,924,055	\$ 2,020,134	\$ 2,060,780	\$ 2,158,516	6.9%
County Attorney Administration	190,032	205,774	206,621	219,134	6.5%
Criminal Prosecution	1,278,505	1,324,305	1,362,054	1,419,435	7.2%
Child Support	233,169	256,173	250,834	273,424	6.7%
Corporation Counsel/Civil	222,349	233,882	241,271	246,523	5.4%
AUDITOR	\$ 925,761	\$ 1,062,166	\$ 976,684	\$ 1,043,252	(1.8%)
Auditor Administration	121,126	126,158	127,837	133,524	5.8%
Elections	389,754	485,961	405,550	435,453	(10.4%)
Business Finance	222,460	233,874	231,840	251,167	7.4%
Taxation	192,421	216,173	211,457	223,108	3.2%
BUDGET & INFO PROCESSING	\$ 1,366,064	\$ 1,547,037	\$ 1,501,233	\$ 1,701,504	10.0%
BIP Administration	120,654	127,085	126,390	132,022	3.9%
Information Processing	732,162	812,892	791,552	973,400	19.7%
Support Services	513,248	607,060	583,291	596,082	(1.8%)
BUILDING & GROUNDS	\$ 1,101,346	\$ 1,340,879	\$ 1,240,121	\$ 1,353,210	0.9%
B&G Administration	92,156	105,333	108,487	125,989	19.6%
Maint of Buildings & Grounds	786,183	969,311	838,403	902,579	(6.9%)
Custodial Services	223,007	266,235	293,231	324,642	21.9%
CAPITAL IMPROVEMENTS	\$ 2,360,988	\$ 5,599,226	\$ 3,596,592	\$ 8,276,215	47.8%
General Capital Improvements	2,360,988	5,599,226	3,596,592	8,276,215	47.8%
COMMUNITY SERVICES	\$ 5,703,439	\$ 6,370,158	\$ 6,303,897	\$ 6,762,312	6.2%
Community Services Administration	77,636	84,189	86,600	92,566	10.0%
General Relief	652,951	664,941	706,967	747,641	12.4%
Veteran Services	69,506	107,333	107,436	110,004	2.5%
Chemical Dep & Other Services	145,184	236,915	176,646	180,762	(23.7%)
MH-DD Services	4,758,162	5,276,780	5,226,248	5,631,339	6.7%
CONSERVATION (net of golf course)	\$ 2,345,094	\$ 2,402,183	\$ 2,395,078	\$ 2,522,176	5.0%
Conservation Administration	277,146	288,770	277,935	305,656	5.8%
Parks & Recreation	1,509,433	1,686,123	1,693,533	1,760,050	4.4%
Conservation Capital Projects	417,126	270,000	265,632	288,000	6.7%
Wapsi River Environmental Center	141,388	157,290	157,978	168,470	7.1%

	<u>Actual 1999-00</u>	<u>Budget 2000-01</u>	<u>Revised Estimate 2000-01</u>	<u>Budget 2001-02</u>	<u>% Change From Prior Budget</u>
DEBT SERVICES	<u>\$ 1,074,375</u>	<u>\$ 592,485</u>	<u>\$ 592,485</u>	<u>\$ 594,010</u>	0.3%
Jail Bonds	484,150	-	-	-	0.0%
Solid Waste	590,225	592,485	592,485	594,010	0.3%
HEALTH DEPARTMENT	<u>\$ 2,262,673</u>	<u>\$ 3,165,253</u>	<u>\$ 3,170,637</u>	<u>\$ 3,362,771</u>	6.2%
Medical Examiner	115,499	111,226	111,526	121,625	9.3%
Jail Inmate Health	357,901	374,264	357,052	370,843	(0.9%)
Emergency Medical Services	52,103	56,181	55,978	58,547	4.2%
Monitor Health Status	257,746	274,003	282,919	296,081	8.1%
Diagnose/Investigate	402,476	425,724	424,004	476,672	12.0%
Evaluate	88,977	91,870	93,172	103,173	12.3%
Develop Policies	34,057	22,881	18,195	18,905	(17.4%)
Enforce Laws/Regulations	383,056	416,496	419,268	446,487	7.2%
Research	17,305	17,746	19,058	20,170	13.7%
Link People to Services	208,623	907,686	915,613	926,949	2.1%
Assure Workforce	90,260	94,097	96,846	127,774	35.8%
Inform/Educate/Empower	77,060	89,303	95,879	107,295	20.1%
Mobilize Community	177,609	283,776	281,127	288,250	1.6%
HUMAN SERVICES	<u>\$ 113,498</u>	<u>\$ 156,512</u>	<u>\$ 154,469</u>	<u>\$ 191,647</u>	22.4%
Administrative Support	52,112	65,513	57,769	69,227	5.7%
Case Management	61,386	90,999	96,700	122,420	34.5%
JUVENILE COURT SERVICES	<u>\$ 506,548</u>	<u>\$ 519,406</u>	<u>\$ 523,926</u>	<u>\$ 588,196</u>	13.2%
Juvenile Justice Program	71,129	-	-	-	0.0%
Juvenile Detention Center	435,419	519,406	523,926	588,196	13.2%
NON-DEPARTMENTAL	<u>\$ 1,374,493</u>	<u>\$ 2,440,420</u>	<u>\$ 1,936,960</u>	<u>\$ 2,076,600</u>	(14.9%)
Non-Departmental	375,671	624,520	467,010	691,731	10.8%
Court Support Costs	23,708	74,282	91,782	145,066	95.3%
Other Law Enforcement Costs	121,361	143,000	134,345	140,000	(2.1%)
Flood Emergency Costs	-	250,000	-	-	(100.0%)
Risk Management Program	810,314	825,018	778,323	633,608	(23.2%)
Hotel/Motel Unit	3,749	44,000	44,000	44,000	0.0%
JTPA Quality Jobs Program	-	200,000	200,000	215,695	7.8%
MH-DD Contingency	39,690	181,000	141,000	126,000	(30.4%)
Jail Alternatives	-	-	80,500	80,500	0.0%
HUMAN RESOURCES	<u>\$ 240,559</u>	<u>\$ 298,614</u>	<u>\$ 267,610</u>	<u>\$ 334,065</u>	11.9%
Human Resource Management	240,559	298,614	267,610	334,065	11.9%
PLANNING & DEVELOPMENT	<u>\$ 223,351</u>	<u>\$ 236,198</u>	<u>\$ 238,549</u>	<u>\$ 306,619</u>	29.8%
P & D Administration	73,925	79,742	80,537	91,167	14.3%
Code Enforcement	129,028	140,981	142,537	149,977	6.4%
Tax Deed Properties	20,398	15,475	15,475	65,475	323.1%

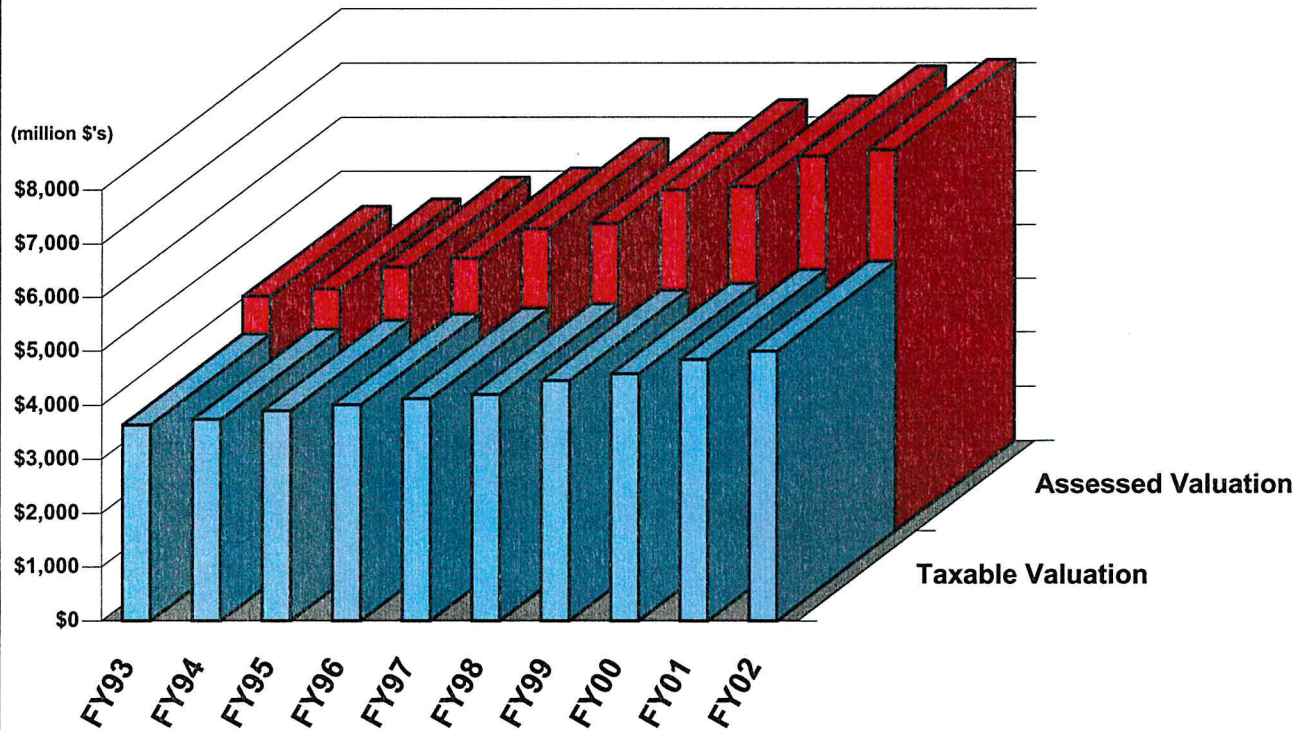
	<u>Actual</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>Revised</u> <u>Estimate</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
RECORDER	\$ 522,028	\$ 566,200	\$ 523,635	\$ 584,581	3.2%
Recorder Administration	99,176	100,831	105,504	114,291	13.3%
Public Records	340,374	354,428	308,249	345,536	(2.5%)
Vital Records	82,478	110,941	109,882	124,754	12.5%
SECONDARY ROADS	\$ 3,845,686	\$ 4,248,700	\$ 4,048,700	\$ 4,395,100	3.4%
Administration	154,129	150,200	150,200	163,600	8.9%
Engineering	309,364	286,000	286,000	310,000	8.4%
Bridges & Culverts	99,168	72,000	72,000	102,000	41.7%
Roads	1,239,721	1,257,000	1,207,000	1,252,000	(0.4%)
Snow & Ice Control	204,945	273,000	193,000	216,000	(20.9%)
Traffic Controls	122,606	140,000	140,000	146,000	4.3%
Road Clearing	83,246	95,000	95,000	95,000	0.0%
New Equipment	383,993	372,000	372,000	350,000	(5.9%)
Equipment Operations	543,198	586,500	516,500	577,500	(1.5%)
Tools, Materials & Supplies	57,054	47,000	47,000	53,000	12.8%
Real Estate & Buildings	17,946	20,000	20,000	30,000	50.0%
Roadway Construction	630,315	950,000	950,000	1,100,000	15.8%
SHERIFF	\$ 7,383,683	\$ 9,104,655	\$ 8,373,409	\$ 9,048,940	(0.6%)
Sheriff Administration	203,455	216,655	209,154	224,310	3.5%
Patrol	1,669,959	1,722,908	1,693,872	1,843,596	7.0%
Jail/Prisoner Transportation	3,418,438	4,746,864	4,235,074	4,575,935	(3.6%)
Civil Deputies	241,713	255,226	252,959	267,399	4.8%
Communications/Records	771,857	966,298	856,049	961,623	(0.5%)
Investigations	582,453	673,428	596,145	625,722	(7.1%)
Bailiffs/Courthouse Security	306,253	323,480	334,683	338,281	4.6%
Civil-Clerical	189,557	199,796	195,473	212,074	6.1%
SUPERVISORS	\$ 201,936	\$ 221,016	\$ 220,506	\$ 231,906	4.9%
Supervisors, Board of	201,936	221,016	220,506	231,906	4.9%
TREASURER	\$ 1,260,093	\$ 1,329,161	\$ 1,324,569	\$ 1,424,977	7.2%
Treasurer Administration	126,285	134,836	138,966	146,217	8.4%
Tax Administration	308,315	332,763	326,264	342,134	2.8%
Motor Vehicle Registration-CH	362,421	371,641	364,273	386,784	4.1%
County General Store	232,253	247,339	251,176	293,069	18.5%
Accounting/Finance	230,819	242,582	243,890	256,773	5.8%
AUTHORIZED AGENCIES:					
BI-STATE REGIONAL COMMISSION	\$ 53,847	\$ 55,462	\$ 55,462	\$ 57,126	3.0%
Regional Planning/Technical Assistance	53,847	55,462	55,462	57,126	3.0%
BUFFALO AMBULANCE	\$ 32,650	\$ 32,650	\$ 32,650	\$ 32,650	0.0%
Buffalo-Emergency Care & Transfer	32,650	32,650	32,650	32,650	0.0%

	<u>Actual 1999-00</u>	<u>Budget 2000-01</u>	<u>Revised Estimate 2000-01</u>	<u>Budget 2001-02</u>	<u>% Change From Prior Budget</u>
CENTER FOR ALCOHOL/DRUG SERV	\$ 247,959	\$ 264,390	\$ 264,390	\$ 272,090	2.9%
Outpatient Services	32,200	40,000	40,000	40,000	0.0%
Residential Services	215,759	224,390	224,390	232,090	3.4%
CENTER FOR ACTIVE SENIORS	\$ 190,808	\$ 200,661	\$ 200,661	\$ 204,691	2.0%
Outreach to Older Persons	83,350	89,052	89,052	91,723	3.0%
Transportation for Older Persons	28,815	36,652	36,652	37,751	3.0%
Day Care for Older Persons	12,099	14,286	14,286	14,286	0.0%
Volunteer Services for Older Person	30,998	32,240	32,240	32,500	0.8%
Leisure Services for Older Persons	16,032	18,297	18,297	18,297	0.0%
Congregate Meals	9,380	-	-	-	0.0%
Other Programs	10,134	10,134	10,134	10,134	0.0%
COMMUNITY HEALTH CARE	\$ 286,189	\$ 302,021	\$ 291,021	\$ 291,021	(3.6%)
Health Services-Comm Services	220,000	238,075	238,075	238,075	0.0%
Health Services-Other	66,189	63,946	52,946	52,946	(17.2%)
EMERGENCY MANAGEMENT AGENC	\$ 25,357	\$ 25,357	\$ 25,357	\$ 25,357	0.0%
Emergency Preparedness	25,357	25,357	25,357	25,357	0.0%
DURANT AMBULANCE	\$ 10,300	\$ 10,300	\$ 10,300	\$ 20,000	94.2%
Durant-Emergency Care & Transfer	10,300	10,300	10,300	20,000	94.2%
GENESIS VISITING NURSE	\$ 670,927	\$ 581,713	\$ 617,321	\$ 592,995	1.9%
Public Health Nursing	211,766	198,970	212,079	198,970	0.0%
Home Support Services	459,160	382,743	393,960	382,743	0.0%
Other Programs	-	-	11,282	11,282	0.0%
HANDICAPPED DEVELOPMENT CENT	\$ 2,113,403	\$ 2,313,963	\$ 2,392,463	\$ 2,666,998	15.3%
Residential Program	1,034,995	1,048,018	1,068,018	1,292,135	23.3%
Vocational Services	782,615	889,403	947,903	983,259	10.6%
Developmental Services	295,793	376,542	376,542	391,604	4.0%
HUMANE SOCIETY	\$ 25,297	\$ 25,803	\$ 25,803	\$ 26,319	2.0%
Animal Shelter	25,297	25,803	25,803	26,319	2.0%
LECLAIRE AMBULANCE	\$ 32,044	\$ 32,044	\$ 32,044	\$ 32,044	0.0%
LeClaire-Emergency Care & Transfer	32,044	32,044	32,044	32,044	0.0%
COUNTY LIBRARY	\$ 322,925	\$ 329,258	\$ 329,258	\$ 352,100	6.9%
Library Resources & Services	322,925	329,258	329,258	352,100	6.9%
MEDIC E.M.S.	\$ -	\$ -	\$ -	\$ 100,000	0.0%
Emergency Medical Services	-	-	-	100,000	0.0%

	<u>Actual</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>Revised</u> <u>Estimate</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
MISSISSIPPI VALLEY FAIR	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	0.0%
Fairgrounds	25,000	25,000	25,000	25,000	0.0%
QC CONVENTION/VISITORS BUREAU	\$ 63,000	\$ 65,000	\$ 65,000	\$ 67,000	3.1%
Regional Tourism Development	63,000	65,000	65,000	67,000	3.1%
QC DEVELOPMENT GROUP	\$ 32,445	\$ 33,743	\$ 33,743	\$ 35,092	4.0%
Regional Economic Development	32,445	33,743	33,743	35,092	4.0%
SCOTT SOIL CONSERVATION	\$ 10,767	\$ 25,000	\$ 25,000	\$ 25,000	0.0%
Conservation Matching Fund	10,767	25,000	25,000	25,000	0.0%
VERA FRENCH CMHC	\$ 3,594,417	\$ 3,829,235	\$ 3,829,235	\$ 4,027,549	5.2%
Outpatient Services	943,370	981,105	981,105	1,020,349	4.0%
Community Support Services	319,925	336,322	336,322	349,775	4.0%
Community Services	49,773	51,764	51,764	53,835	4.0%
Case Management	441,034	553,218	553,218	575,756	4.1%
Inpatient Services	60,320	62,733	62,733	65,242	4.0%
Residential	1,394,628	1,450,413	1,450,413	1,553,430	7.1%
Day Treatment Services	260,539	263,120	263,120	273,380	3.9%
Case Monitoring	124,827	130,560	130,560	135,782	4.0%
WHEATLAND AMBULANCE	\$ 2,800	\$ 2,800	\$ 2,800	\$ 2,800	0.0%
Emergency Care & Transfer	2,800	2,800	2,800	2,800	0.0%
TOTAL ALL DEPTS/AGENCIES	<u>\$ 42,677,426</u>	<u>\$ 51,622,442</u>	<u>\$ 47,902,579</u>	<u>\$ 56,039,499</u>	10.7%

TAXABLE VALUATIONS vs 100% ASSESSMENTS

TEN YEAR COMPARISON (in million \$'s)



Currently due to a State applied rollback to residential property, taxable values are only 54.9% of the County's fully assessed residential property values.

ASSESSED AND TAXABLE VALUES OF TAXABLE PROPERTY

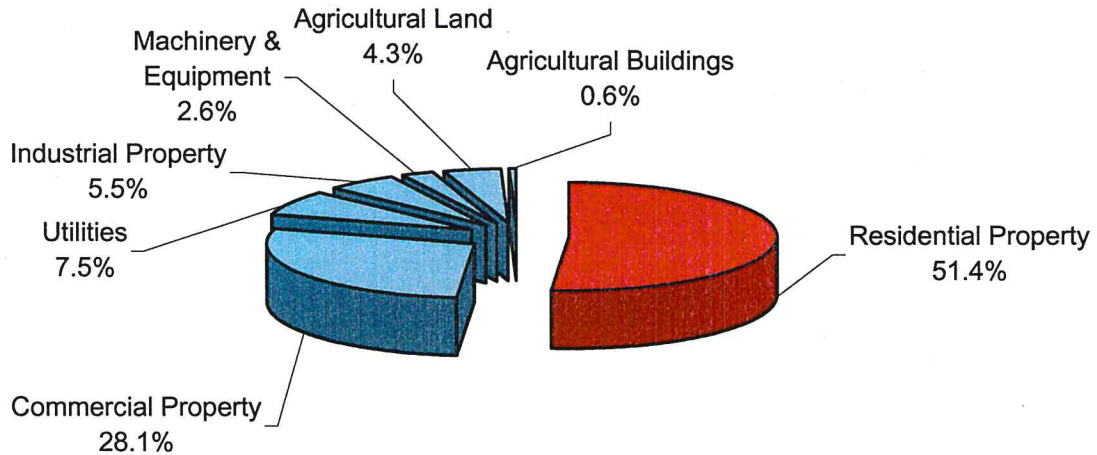
TEN FISCAL YEAR COMPARISON

Fiscal Year	----- Real Property -----		----- Personal Property -----	
	<u>Taxable Value</u>	<u>Assessed Value</u>	<u>Taxable Value</u>	<u>Assessed Value</u>
1992-93	3,040,151,368	3,748,334,422	237,164,071	237,164,071
1993-94	3,126,108,587	3,871,989,604	232,739,566	232,739,566
1994-95	3,309,530,239	4,295,968,674	252,058,644	252,058,644
1995-96	3,384,478,122	4,419,320,298	258,921,872	258,921,872
1996-97	3,502,340,089	4,982,800,925	270,794,085	270,794,085
1997-98	3,593,077,609	5,094,524,701	267,715,978	267,715,978
1998-99	3,807,731,607	5,668,739,100	255,956,108	255,956,108
1999-00	3,972,859,733	5,777,153,288	244,123,480	244,123,480
2000-01	4,283,599,697	6,382,142,701	190,103,913	190,103,913
2001-02	4,494,546,377	6,542,552,088	128,389,476	128,389,476

----- Utilities -----		----- Total -----		Ratio	Tax
<u>Taxable</u>	<u>Assessed</u>	<u>Taxable</u>	<u>Assessed</u>	<u>Taxable</u>	<u>Increment</u>
<u>Value</u>	<u>Value</u>	<u>Value</u>	<u>Value</u>	<u>to</u>	<u>Financing</u>
				<u>Assessed</u>	<u>District</u>
				<u>Value</u>	<u>Values</u>
356,868,014	356,868,014	3,634,183,453	4,342,366,507	83.7%	55,784,867
374,417,177	374,417,177	3,733,265,330	4,479,146,347	83.3%	81,587,153
332,671,409	332,671,409	3,894,260,292	4,880,698,727	79.8%	62,253,911
360,586,917	372,882,986	4,003,986,911	5,051,125,156	79.3%	81,615,161
343,109,441	343,726,116	4,116,243,615	5,597,321,126	73.5%	117,883,768
332,821,148	332,821,148	4,193,614,735	5,695,061,827	73.6%	94,850,981
390,444,779	390,533,049	4,454,132,494	6,315,228,257	70.5%	116,708,030
360,261,226	360,261,226	4,577,244,439	6,381,537,994	71.7%	175,894,540
367,488,907	367,528,097	4,841,192,517	6,939,774,711	69.8%	207,991,891
373,127,833	373,127,833	4,996,063,686	7,044,069,397	70.9%	218,666,744

TAXABLE VALUATION BY CLASS OF PROPERTY

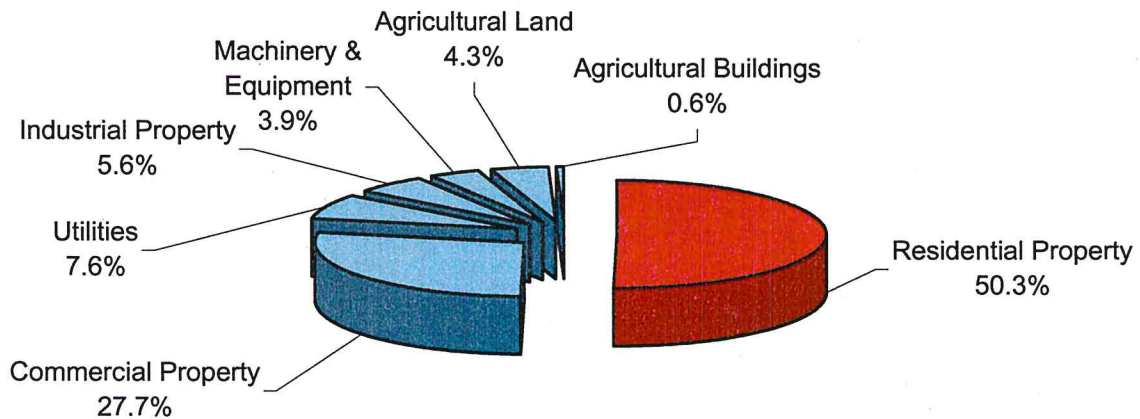
FY02 TAXABLE VALUATION



Total Tax Base: \$4,996,063,686

Residential property valuations represent over half of the County's tax base. Residential valuations would represent 64%, however, the State mandated rollback percentage shifts the tax burden to other classes. Also, machinery & equipment is being phased out.

FY01 TAXABLE VALUATION



Total Tax Base: \$4,841,192,517

TAXABLE PROPERTY VALUATION COMPARISON

	January 1,1999 For FY01	% of Total	January 1,2000 For FY02	% of Total	Amount Change	% Change
COUNTY-WIDE						
Residential Property	2,434,478,515	50.3%	2,568,239,439	51.4%	133,760,924	5.5%
Commercial Property	1,341,276,088	27.7%	1,402,894,487	28.1%	61,618,399	4.6%
Utilities	367,488,907	7.6%	373,127,833	7.5%	5,638,926	1.5%
Industrial Property	270,261,014	5.6%	276,725,493	5.5%	6,464,479	2.4%
Machinery & Equipment	190,103,913	3.9%	128,389,476	2.6%	(61,714,437)	-32.5%
Agricultural Land	207,200,256	4.3%	215,095,796	4.3%	7,895,540	3.8%
Agricultural Buildings	30,383,824	0.6%	31,591,162	0.6%	1,207,338	4.0%
Total	4,841,192,517	100.0%	4,996,063,686	100.0%	154,871,169	3.2%
UNINCORPORATED AREAS						
Residential Property	295,290,696	49.1%	312,087,733	49.2%	16,797,037	5.7%
Commercial Property	35,152,872	5.8%	36,200,573	5.7%	1,047,701	3.0%
Utilities	66,227,819	11.0%	73,646,831	11.6%	7,419,012	11.2%
Industrial Property	1,759,926	0.3%	1,793,364	0.3%	33,438	1.9%
Machinery & Equipment	174,342	0.0%	105,588	0.0%	(68,754)	-39.4%
Agricultural Land	175,738,905	29.2%	182,367,443	28.7%	6,628,538	3.8%
Agricultural Buildings	27,663,797	4.6%	28,715,707	4.5%	1,051,910	3.8%
Total	602,008,357	100.0%	634,917,239	100.0%	32,908,882	5.5%
Property in Cities	4,239,184,160	87.6%	4,361,146,447	87.3%	121,962,287	2.9%
Property in Rural Areas	602,008,357	12.4%	634,917,239	12.7%	32,908,882	5.5%
Total	4,841,192,517	100.0%	4,996,063,686	100.0%	154,871,169	3.2%

EXCLUDED VALUES FROM COUNTY'S OVERALL TAX BASE:	January 1,1999 For FY01	January 1,2000 For FY02	Amount Change	% Change
Tax Increment Financing District Values	207,991,891	218,666,744	10,674,853	5.1%
Military Exemptions	20,567,527	20,348,469	(219,058)	-1.1%
Utilities Rollback Amount	39,190	0	(39,190)	-100.0%
Ag Land/Buildings Rollback Amount	9,030,826	0	(9,030,826)	-100.0%
Commercial Rollback Amount	18,169,736	0	(18,169,736)	-100.0%
Residential Rollback Amount	2,033,577,880	2,027,657,242	(5,920,638)	-0.3%
Total Rollback Loss	2,060,817,632	2,027,657,242	(33,160,390)	-1.6%
Total Excluded Values	2,289,377,050	2,266,672,455	(22,704,595)	-1.0%
Percent of Tax Base Excluded	32.1%	31.2%		

PROPERTY TAX LEVY COMPARISON ALL FUNDS

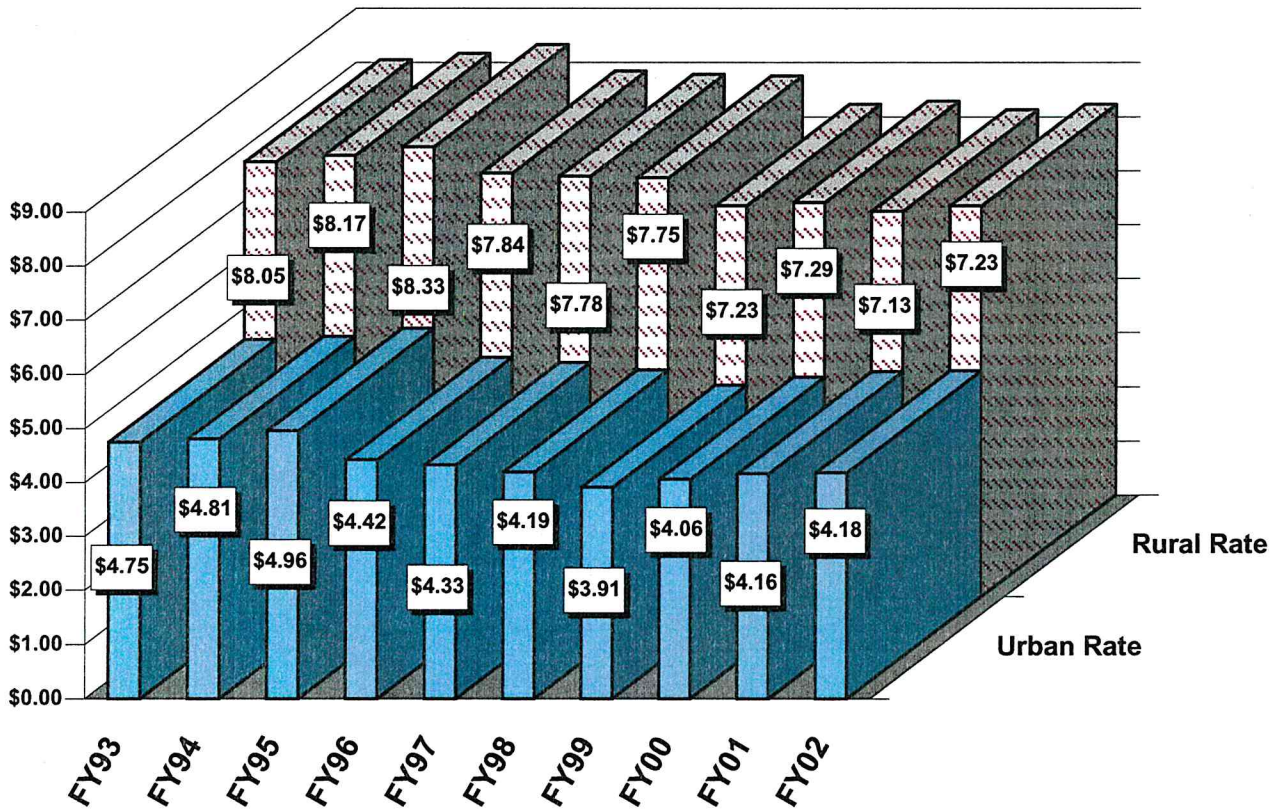
	----- 2000-01 Budget -----		----- 2001-02 Budget -----		
	<u>Levy Amount</u>	<u>Levy Rate Per \$1,000 Taxable Valuation</u>	<u>Levy Amount</u>	<u>Levy Rate Per \$1,000 Taxable Valuation</u>	<u>Levy Amount % Incr -Decr</u>
General Fund	\$ 16,008,667	\$ 3.47598	\$ 16,782,259	\$ 3.52077	4.8%
Special Revenue Fund					
MH-DD	3,146,992	0.68331	3,156,138	0.66213	0.3%
Debt Service Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total County-Wide Levy	\$ 19,155,659	\$ 4.15929 ⁽¹⁾	\$ 19,938,397	\$ 4.18290 ⁽¹⁾	4.1%
Special Revenue Fund (rural only)					
Rural Services Basic	<u>1,721,716</u>	<u>2.97499</u> ⁽²⁾	<u>1,865,863</u>	<u>3.05184</u> ⁽²⁾	8.4%
Total Gross Levy	\$ 20,877,375	\$ 7.13428	\$ 21,804,260	\$ 7.23474	4.4%
 Less State Replacement Credits Against Levied Taxes	 <u>938,429</u>		 <u>980,636</u>		4.5%
 Total Net Levy	 <u>\$ 19,938,946</u>	 <u>\$ 7.13428</u> ⁽³⁾	 <u>\$ 20,823,624</u>	 <u>\$ 7.23474</u> ⁽³⁾	4.4%

⁽¹⁾ Corporate rate levied against property in incorporated areas (cities)

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

⁽³⁾ Rural rate levied against property in unincorporated areas (townships)

TEN YEAR LEVY RATE COMPARISON



The urban county levy rate is 11.4% *lower* than ten years ago while the rural levy is 9.8% *lower*.

TAX LEVIES AND LEVY RATES 10 YEAR HISTORICAL COMPARISON

Fiscal Year	Gross Tax Levy ⁽¹⁾	Urban Levy Rate ⁽²⁾	Rural Levy Rate ⁽³⁾
1992-93	18,645,771	4.74843	8.05199
1993-94	19,404,839	4.81460	8.17427
1994-95	20,822,219	4.96037	8.32859
1995-96	19,260,096	4.42243	7.83861
1996-97	19,421,520	4.32655	7.78103
1997-98	19,242,218	4.19239	7.74642
1998-99	19,163,522	3.91472	7.23492
1999-00	20,346,984	4.05869	7.29139
2000-01	20,877,375	4.15929	7.13428
2001-02	21,804,260	4.18290	7.23474

⁽¹⁾ Includes State replacement credits against levies taxes

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

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

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 30th and March 31st.) 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 General Fund balance:

Fiscal Year	June 30 Fund Balance
1992-93	3,993,434
1993-94	2,647,080
1994-95	3,411,137
1995-96	4,464,226
1996-97	6,776,196
1997-98	6,971,767
1998-99	8,401,174
1999-00	5,755,164
2000-01 (Projected)	6,407,910
2001-02 (Projected)	5,426,497

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 fund balance for the General Fund was identified as 15% of annual operating expenses. The unrestricted, unreserved General Fund projected June 30, 2002 balance meets the minimum percentage requirement of the policy at 15.9%.

In recent years the Board of Supervisors has taken an aggressive stance creating reserves for various expenditures such as vehicle replacements, electronic equipment replacements, capital improvements and for risk management costs. These reserves allow for stable annual, levied transfer amounts as opposed to requiring highly fluctuating levy rates. Also, General Fund balances that exceed the minimum reserve requirement are considered for capital project funding. That is the reason behind the planned General Fund balance reductions in FY01 and FY02. Operating transfers to the Capital Projects Fund are planned to support the space utilization master plan in moving administrative offices from the Courthouse to the Bicentennial Building to make room for additional judges, as well as for the planned expansion of the County's juvenile detention center.

The addition of the 1% Local Option Sales Tax in fiscal year 1989-90 as approved by County referendum has greatly enhanced the diversity of the revenue base for the General Fund. The local option sales tax revenue represents 11% of total revenues to the General Fund in FY02. **All estimated local option tax revenues are used to reduce the General Fund property tax requirement for the ensuing fiscal year.**

The Iowa State Legislature created a new Special Revenue Fund to account for all mental health developmentally disabled (MH-DD) expenditures and revenues as mandated by Iowa law. In the past MH-DD expenditures had increased steadily to the point where these uncontrollable State mandated expenditures accounted for almost a third of the County's General Fund operating expenses. However, in 1996 the State Legislature authorized legislation that required the State to begin to participate in a higher level in the funding of these mental health costs. In addition the State limited future growth of MH-DD expenditures that counties could legally expend over the previous year. This State action not only reduced property tax requirements by Iowa counties it also greatly reduced the funding and expenditure requirements of the General Fund below previous years' requirements.

Budgeted expenditures (net of transfers) within the General Fund increased 2.5% for FY02 over FY01. The Public Safety area decreased slightly due to the FY01 amended budget including costs associated with the 2001 spring flooding of the Mississippi River. Also, although costs to house inmates in out of county jail facilities and the implementation of new alternatives to incarceration programs have increased in recent years, the amount budgeted in FY02 to house inmates was much lower than the amount budgeted in FY01 due in part to the success of some of the alternative programs. Court Services is increasing in part due to the cost to lease space to house the Juvenile Court Services Department. This department was relocated from the County's Bi-Centennial Building to make room for the implementation of the County's Master Space Plan renovation project. This major renovation project moves non-court and law enforcement offices from the County Courthouse to the Bi-Centennial Building to allow for more courtroom space in the Courthouse.

Physical Health and Education is increasing 5.7% due to the increase in several grant programs in the Health Department. County Environment is increasing due to a tax deed property clean up action planned in the Planning and Development Department that will be funded through State L.U.S.T. grant funds. All other service areas are increasing nominal, inflationary amounts.

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, 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 FY02 General Basic levy rate is at the \$3.50 limit with the General Supplemental Fund at a \$0.02 levy rate amount.

The General Supplemental Fund levy is only slightly used at this time due to the new Special Revenue Fund created by Iowa law for MH-DD revenues and expenditures. Also it is noted that as the County has just reached the \$3.50 General Basic Fund rate limit election costs, court services costs and risk management expenditures could all be levied under the General Supplemental Fund levy which has no levy rate limitation under Iowa law. Thus, the Board of Supervisors continues to have considerable latitude in the determination of an expense level to fund the services to be provided to its citizens. Future economic conditions and the growth of non-tax revenues will also play a part in future required tax levy levels.

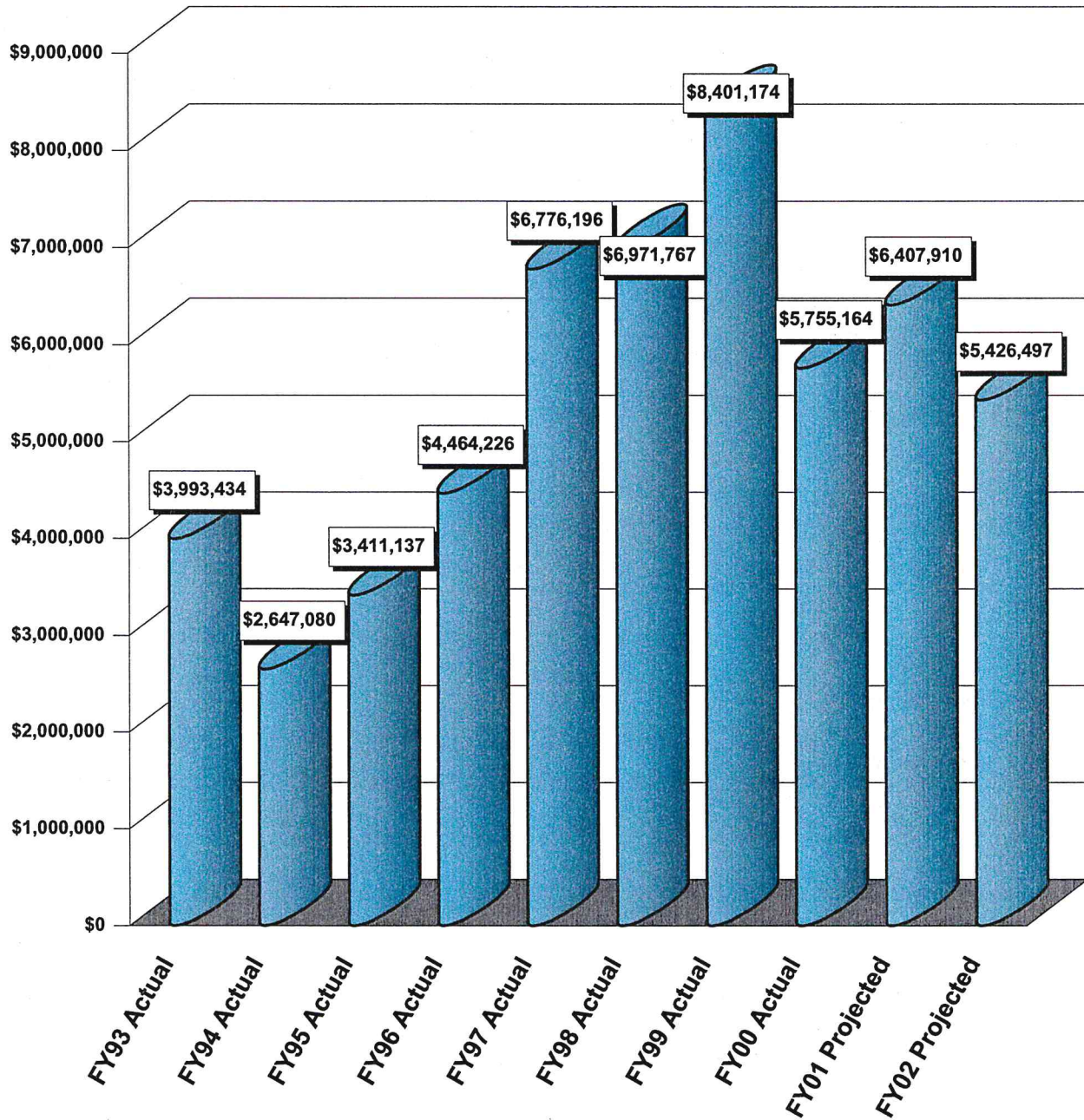


General Fund Total FUND STATEMENT

	<u>Actual</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>Revised</u> <u>Estimate</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
Beginning balance, July 1	\$ 9,824,487	\$ 7,630,224	\$ 7,384,239	\$ 8,036,985	5.3%
Revenues	<u>30,095,122</u>	<u>28,780,099</u>	<u>33,299,017</u>	<u>34,109,427</u>	18.5%
Funds available	39,919,609	36,410,323	40,683,256	42,146,412	15.8%
Expenditures	<u>32,535,370</u>	<u>29,430,099</u>	<u>32,646,271</u>	<u>35,159,427</u>	19.5%
Ending Balance, June 30	<u>\$ 7,384,239</u>	<u>\$ 6,980,224</u>	<u>\$ 8,036,985</u>	6,986,985	0.1%
Less:					
Amount reserved for advance to Golf Course Enterprise Fund				1,423,314	
Amount reserved for notes receivable				<u>137,174</u>	
Unreserved/Undesignated Ending Balance				<u>\$ 5,426,497</u>	

GENERAL FUND UNRESERVED ENDING FUND BALANCE

TEN YEAR COMPARISON



The recommended FY02 General Fund Unreserved ending fund balance is being reduced to support one-time capital projects. The remaining \$5,426,497 represents 15.9% of General Fund budgeted expenditures and operating transfers. The Board's Financial Management Policy requires a 15% minimum General Fund balance.

PROPOSED FY02 ONE-TIME USES OF UNRESERVED/UNDESIGNATED GENERAL FUND BALANCE

FY02 Projected <i>Beginning</i> Unreserved/Undesignated General Fund Balance	\$ 6,407,910
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Less Proposed One-Time Uses:

Property tax system rewrite	\$ 250,000
Accounting/HR systems rewrite	275,000
Law enforcement management systems	250,000
IMAX Funding	100,000
Brady Street Stadium improvements	40,000
Buffalo Bill Museum expansion project	70,000
First Tee of the Quad Cities project	65,000

Total One-Time Uses	1,050,000
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Add repayments of reserved notes receivables from small towns for 800 MHz radio system implementation	68,587
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FY02 Projected <i>Ending</i> Unreserved/Undesignated General Fund Balance	<u>\$ 5,426,497</u>
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Percent Of Budgeted General Fund Expenditures and Operating Transfers	<u>15.9%</u>
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Note: FY01 one-time uses as follows:

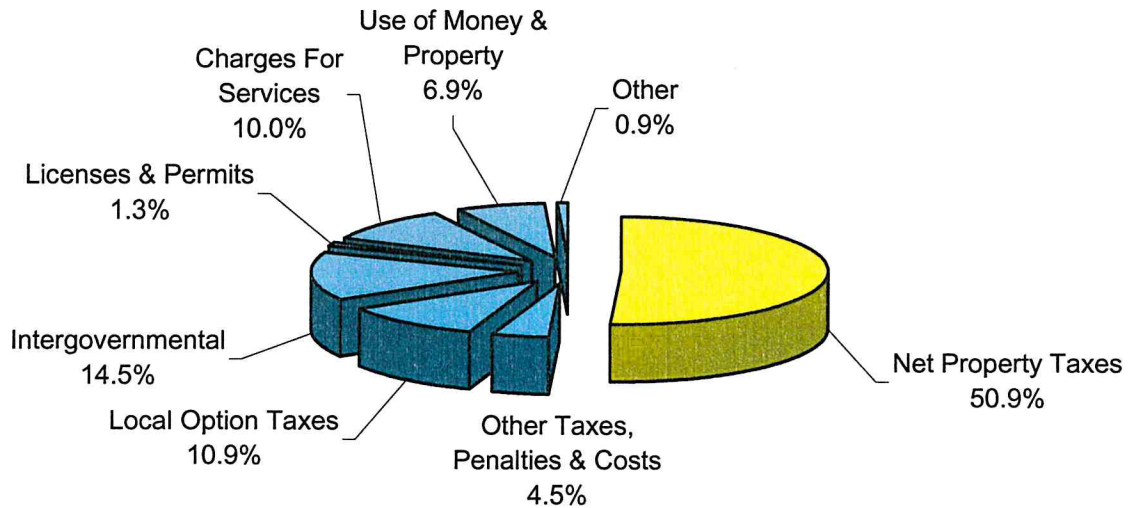
Juvenile Detention Center expansion	\$ 400,000
Property tax system rewrite	140,000
Accounting/HR systems rewrite	75,000
Law enforcement management systems	200,000
IMAX Funding	100,000
Brady Street Stadium improvements	<u>40,000</u>
 Total	 <u><u>\$ 955,000</u></u>

**General Fund Total
REVENUE SOURCES**

	Actual 1999-00	Budget 2000-01	Revised Estimate 2000-01	Budget 2001-02	% Change From Prior Budget
Taxes Levied on Property	\$ 14,772,012	\$ 16,008,667	\$ 16,056,506	\$ 16,782,259	4.8%
Less: Uncollected Delinquent Taxes-Lev	11,347	7,278	11,347	11,347	55.9%
Less: Credits To Taxpayers	698,368	654,599	698,369	698,369	6.7%
Net Current Property Taxes	14,062,297	15,346,790	15,346,790	16,072,543	4.7%
Add: Delinquent Property Tax Revenue	11,347	7,278	11,347	11,347	55.9%
 Total Net Property Taxes	 14,073,644	 15,354,068	 15,358,137	 16,083,890	 4.8%
 Penalties, Interest & Costs On Taxes	 489,444	 482,310	 467,578	 497,078	 3.1%
Other County Taxes	103,313	96,665	103,313	103,313	6.9%
Total Other Taxes, Penalties & Costs	592,757	578,975	570,891	600,391	3.7%
 Local Option Taxes	 3,341,526	 3,331,120	 3,356,618	 3,457,316	 3.8%
Utility Tax Replacement Excise Tax	-	819,230	819,230	807,721	(1.4%)
 Intergovernmental :					
State Shared Revenues	115,360	130,000	130,000	130,000	0.0%
State Grants & Reimbursements	1,717,812	2,700,964	2,714,700	2,807,795	4.0%
State Credits Against Levied Taxes	698,368	654,599	698,369	698,369	6.7%
Other State Credits	614,292	589,097	627,275	627,275	6.5%
Federal Grants & Entitlements	44,198	41,666	45,486	42,666	2.4%
Contr & Reimb From Other Govts	319,242	398,642	226,117	270,941	(32.0%)
Payments in Lieu of Taxes	1,989	2,110	2,110	2,110	0.0%
Subtotal Intergovernmental	3,511,261	4,517,078	4,444,057	4,579,156	1.4%
 Licenses & Permits	 427,082	 383,705	 402,555	 416,730	 8.6%
Charges For Services	3,070,599	3,035,318	3,102,010	3,171,475	4.5%
Use of Money & Property	2,121,568	1,903,969	2,449,655	2,193,809	15.2%
 Other:					
Fines, Forfeitures & Defaults	66,775	51,000	57,200	51,200	0.4%
Miscellaneous	349,232	171,520	229,164	237,739	38.6%
Proceeds of Fixed Asset Sales	40,678	6,500	9,500	10,000	53.8%
Total Other	456,685	229,020	295,864	298,939	30.5%
 Total Revenues before transfers	 27,595,122	 30,152,483	 30,799,017	 31,609,427	 4.8%
 Transfers in from:					
General Basic	2,500,000	-	2,500,000	2,500,000	
Total transfers in	2,500,000	-	2,500,000	2,500,000	
 GRAND TOTAL REVENUES	 \$ 30,095,122	 \$ 30,152,483	 \$ 33,299,017	 \$ 34,109,427	 13.1%

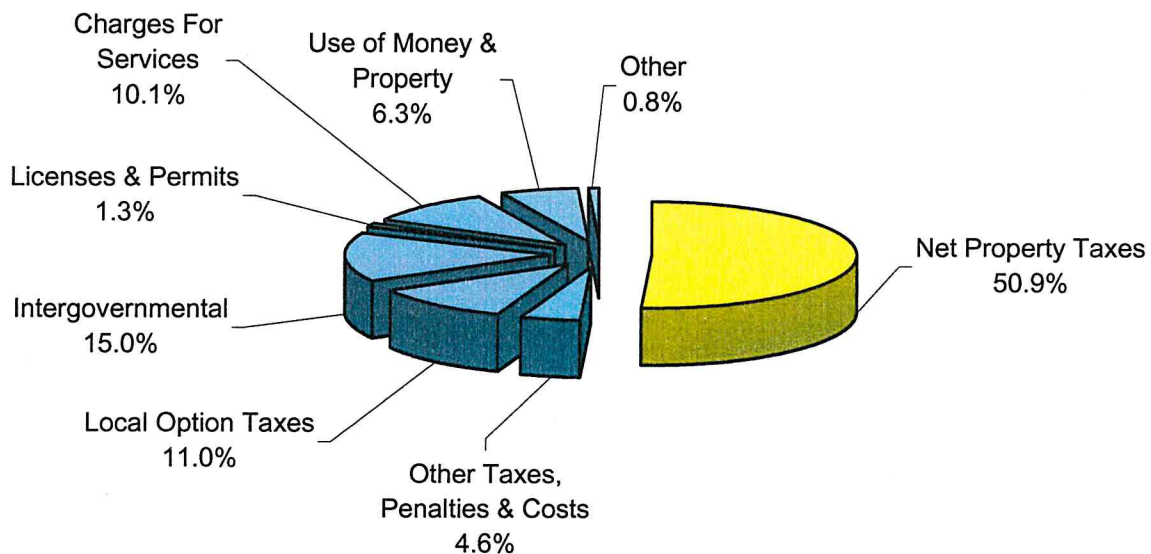
GENERAL FUND REVENUES BY TYPE

FY02 BUDGET



The allocation of revenue sources to the General Fund remains fairly constant for FY02 compared to the previous year.

FY01 BUDGET

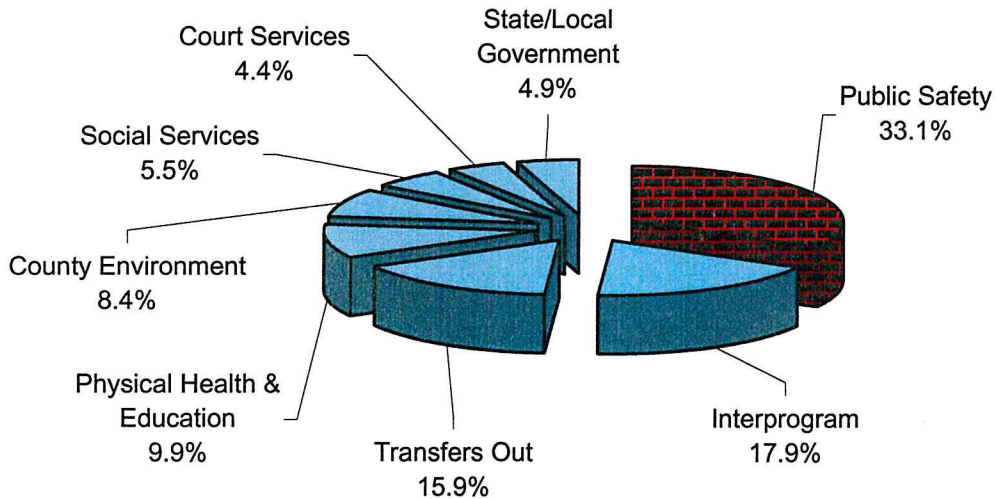


**GENERAL FUND EXPENDITURES
BY SERVICE AREA**

SERVICE AREA	Actual 1999-00	Budget 2000-01	Revised Estimate 2000-01	Budget 2001-02	% Change From Prior Budget
Public Safety	\$ 9,357,444	\$ 11,751,509	\$ 10,746,626	\$ 11,643,468	-0.9%
Court Services	1,267,778	1,390,190	1,398,823	1,551,016	11.6%
Physical Health & Education	2,499,286	3,294,241	3,341,348	3,482,697	5.7%
Social Services	1,671,307	1,873,129	1,849,656	1,926,613	2.9%
County Environment	2,336,674	2,773,389	2,773,003	2,967,027	7.0%
State/Local Government	1,509,901	1,678,695	1,552,188	1,707,747	1.7%
Interprogram	<u>5,439,162</u>	<u>6,075,644</u>	<u>5,722,809</u>	<u>6,279,617</u>	3.4%
SUBTOTAL BEFORE TRANSFERS	24,081,552	28,836,797	27,384,453	29,558,185	2.5%
Transfers out to:					
General Supplemental	2,500,000	-	2,500,000	2,500,000	
Secondary Roads	538,219	554,366	554,366	570,997	3.0%
Capital Improvements	4,667,356	1,220,000	1,520,632	1,858,425	52.3%
Vehicle Replacement	171,820	171,820	171,820	171,820	0.0%
Electronic Equipment	500,000	500,000	500,000	500,000	0.0%
Conservation Equipment Reserve	76,423	-	-	-	
Conservation CIP Reserve	<u>-</u>	<u>-</u>	<u>15,000</u>	<u>-</u>	
Total transfers	8,453,818	2,446,186	5,261,818	5,601,242	129.0%
GRAND TOTAL EXPENDITURES	<u>\$ 32,535,370</u>	<u>\$ 31,282,983</u>	<u>\$ 32,646,271</u>	<u>\$ 35,159,427</u>	12.4%

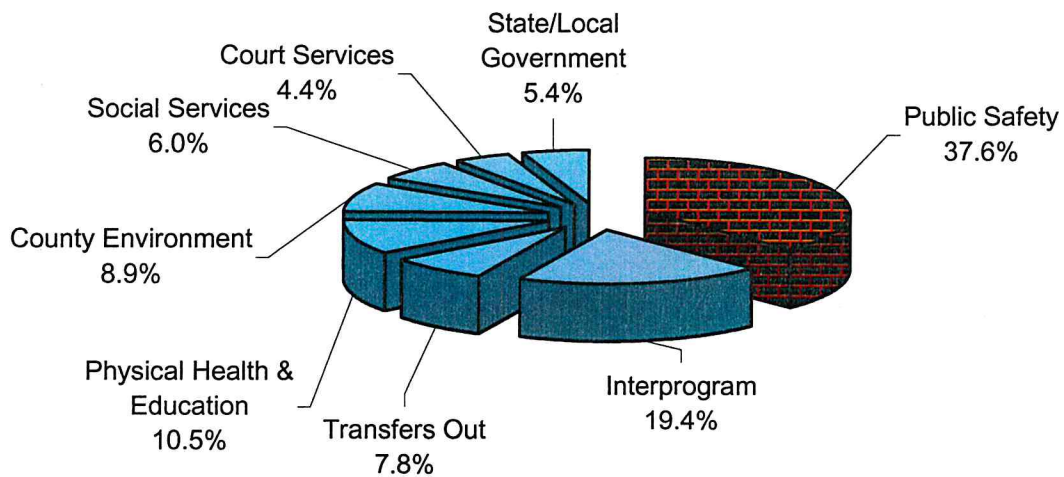
GENERAL FUND EXPENDITURES BY SERVICE AREA

FY02 BUDGET



This graph shows that the single largest General Fund expense category is for Public Safety costs. It is noted that the FY01 budget amount for Transfers Out did not include an interfund transfer to the General Supplemental Fund.

FY01 BUDGET







MH-DD FUND

All revenues designated for mental health, mental retardation, and developmental disabilities services are now credited to the mental health, mental retardation, and developmental disabilities fund of the County. The fund is known as the MH-DD Services Fund. The Board of Supervisors makes appropriations from the fund for payment of services provided under the MH, MR, DD Management Plan approved pursuant to Iowa Code section 331.439.

The following qualified expenditures may be appropriated under the MH-DD Fund:

- Mental Commitment Costs
 - Sheriff Transportation
 - Psychiatric Evaluation
 - Attorney Fees
 - Mental Health Advocate
 - Hospitalization Pending the Commitment Hearing
- Vocational Costs
- Residential Costs-MHI (Excluding Mount Pleasant if placement Relates to Substance Abuse)
 - SHS
 - ICFMR
 - RCFMR
 - RCF
 - SAL
- Protective Payee
- Respite Services
- Outpatient Services
- Community Support Program
- Adult Day Treatment
- Adult Day Treatment
- Partial Hospitalization
- HCBS Services
 - Supported Community Living
 - Vocational
 - Respite
 - Home & Vehicle Modifications
 - Homemaker
- Case Management
- Psychotropic Medications
- Transportation (If conditional on MH-DD diagnosis)
- Counseling/Client Coordination (i.e. Non-Title 19 Case Management/ County operated "social services")
- Diagnostic Evaluations
- Public Subsidy Program (If conditional on MH-DD diagnosis)
- Administrative Costs (But only those staff costs which can be specifically identified with MH-DD services can be included)

The Iowa State Legislature imposed limitations on increases to the local property tax levy for this fund in the future. Inflationary increases will be allowed by State legislation and counties will be informed prior to the start of their ensuing budget process as to the allowable percent of increase. As stated under the General Fund narrative the action by the State to pull these previously uncontrollable escalating mental health costs from the General Fund into a Special Revenue Fund with future limited cost increases will have a dramatic positive impact on future General Fund balances requirements. In addition the State may increase its property tax relief for mental health costs in the future which will also have a positive impact on local property taxpayers.

MH-DD Fund FUND STATEMENT

<u>Fund</u>	<u>Actual 1999-00</u>	<u>Budget 2000-01</u>	<u>Revised Estimate 2000-01</u>	<u>Budget 2001-02</u>	<u>% Change From Prior Budget</u>
Beginning balance, July 1	\$ 1,714,861	\$ 3,478,107	\$ 2,042,319	\$ 2,056,577	-40.9%
Revenues	<u>10,902,232</u>	<u>11,199,993</u>	<u>11,699,717</u>	<u>11,645,639</u>	4.0%
Funds available	12,617,093	14,678,100	13,742,036	13,702,216	-6.6%
Expenditures	<u>10,574,774</u>	<u>11,745,976</u>	<u>11,685,459</u>	<u>12,575,889</u>	7.1%
Ending Balance, June 30	<u>\$ 2,042,319</u>	<u>\$ 2,932,124</u>	<u>\$ 2,056,577</u>	<u>\$ 1,126,327</u>	-61.6%

MH-DD Fund REVENUE SOURCES

<u>Fund</u>	<u>Actual 1998-99</u>	<u>Budget 1999-00</u>	<u>Revised Estimate 1999-00</u>	<u>Budget 2000-01</u>	<u>% Change From Prior Budget</u>
REVENUES					
Taxes Levied on Property	\$ 3,297,256	\$ 3,146,992	\$ 3,145,934	\$ 3,156,138	0.3%
Less: Uncollected Delinquent Taxes-Lev	2,533	2,241	2,533	2,533	13.0%
Less: Credits To Taxpayers	<u>155,878</u>	<u>157,227</u>	<u>155,877</u>	<u>155,877</u>	-0.9%
Net Current Property Taxes	3,138,845	2,987,524	2,987,524	2,997,728	0.3%
Add: Delinquent Property Tax Revenue	<u>2,533</u>	<u>2,241</u>	<u>2,533</u>	<u>2,533</u>	13.0%
Total Net Property Taxes	3,141,378	2,989,765	2,990,057	3,000,261	0.4%
Other County Taxes	<u>6,597</u>	<u>6,976</u>	<u>6,597</u>	<u>6,597</u>	-5.4%
Total Other Taxes, Penalties & Costs	6,597	6,976	6,597	6,597	-5.4%
Utility Tax Replacement Excise Tax	-	161,040	161,040	151,894	-5.7%
Intergovernmental :					
State Grants & Reimbursements	2,367,029	2,449,807	2,511,389	2,533,159	3.4%
State Credits Against Levied Taxes	155,878	157,227	155,877	155,877	-0.9%
Other State Credits	<u>5,179,960</u>	<u>5,387,979</u>	<u>5,816,904</u>	<u>5,755,653</u>	6.8%
Subtotal Intergovernmental	7,702,867	7,995,013	8,484,170	8,444,689	5.6%
Charges For Services	50,946	47,199	57,853	42,198	-10.6%
Other:					
Miscellaneous	<u>444</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Other	444	-	-	-	
GRAND TOTAL REVENUES	<u>\$ 10,902,232</u>	<u>\$ 11,199,993</u>	<u>\$ 11,699,717</u>	<u>\$ 11,645,639</u>	4.0%

MH-DD FUND EXPENDITURE DETAIL

	<u>Actual</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>Revised</u> <u>Estimate</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
MH-DD SERVICE AREA					
Mental Health					
Info & Education Services	26,960	30,195	28,038	39,160	29.7%
General Administration	497	554	1,250	1,250	125.6%
Coordination Services	2,521	3,585	2,681	2,789	-22.2%
Personal & Environ Support	2,655	3,322	3,725	3,956	19.1%
Treatment Services	802,750	827,886	835,067	868,437	4.9%
Licensed/Certified Living Arrangements	48,196	-	122,984	127,904	
Instit/Hospital/Commitment Services	178,625	254,426	192,168	199,595	-21.6%
Total Mental Health	1,062,204	1,119,968	1,185,913	1,243,091	11.0%
Chronic Mental Illness					
Info & Education Services	22,813	22,265	23,726	34,675	55.7%
General Administration	80,074	292,449	230,972	223,267	-23.7%
Coordination Services	568,855	690,237	686,075	713,520	3.4%
Personal & Environ Support	90,421	89,808	77,391	126,946	41.4%
Treatment Services	721,156	811,450	752,329	781,816	-3.7%
Vocational & Day Services	36,242	33,402	30,621	31,146	-6.8%
Licensed/Certified Living Arrangements	1,230,796	1,275,128	775,679	817,824	-35.9%
Instit/Hospital/Commitment Services	385,118	379,800	386,440	393,444	3.6%
Total Chronic Mental Illness	3,135,475	3,594,539	2,963,233	3,122,638	-13.1%
Mental Retardation					
General Administration	497	554	1,250	1,250	125.6%
Coordination Services	64,182	93,406	101,635	127,550	36.6%
Personal & Environ Support	191,264	263,638	232,342	267,265	1.4%
Treatment Services	17,282	11,539	19,200	20,913	81.2%
Vocational & Day Services	1,098,257	1,297,298	1,358,958	1,411,176	8.8%
Licensed/Certified Living Arrangements	3,633,382	3,951,147	4,454,277	4,963,809	25.6%
Instit/Hospital/Commitment Services	1,249,471	1,301,677	1,245,419	1,291,298	-0.8%
Total Mental Retardation	6,254,335	6,919,259	7,413,081	8,083,261	16.8%
Developmental Disabilities					
General Administration	497	554	1,250	1,250	125.6%
Coordination Services	1,431	2,700	287	299	-88.9%
Personal & Environ Support	1,055	628	995	1,154	83.8%
Vocational & Day Services	64,434	61,722	75,749	78,618	27.4%
Licensed/Certified Living Arrangements	55,343	46,606	44,951	45,578	-2.2%
Total Developmental Disabilities	122,760	112,210	123,232	126,899	13.1%
Grand total MH-DD expenditures	\$ 10,574,774	\$ 11,745,976	\$ 11,685,459	\$ 12,575,889	7.1%

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, which represents 29% of the total rural valuation base, 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 has fluctuated over the past ten (10) years as shows below:

Fiscal Year	Rural Tax Base	Rural Services Fund Levy *	Rural Services Fund Levy
1992-93	420,487,335	1,437,963	3.30356
1993-94	425,831,899	1,479,512	3.35967
1994-95	444,949,402	1,547,545	3.36822
1995-96	452,088,279	1,593,273	3.41618
1996-97	463,196,504	1,648,964	3.45449
1997-98	464,586,436	1,702,801	3.55403
1998-99	516,580,701	1,766,799	3.32020
1999-00	541,992,895	1,752,102	3.23270
2000-01	602,008,357	1,721,716	2.97499
2001-02	634,917,239	1,937,669	3.05184

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
1992-93	1,188,121	2.73415	249,842	0.56941
1993-94	1,225,779	2.78827	253,733	0.57140
1994-95	1,293,812	2.82137	253,733	0.54685
1995-96	1,333,920	2.86554	259,353	0.55065
1996-97	1,373,917	2.88316	275,047	0.57132
1997-98	1,415,135	2.95725	287,666	0.59678
1998-99	1,457,589	2.74719	309,210	0.57301
1999-00	1,501,317	2.69906	322,925	0.53364
2000-01	1,546,356	2.45274	329,258	0.52225
2001-02	1,592,747	2.50859	352,100	0.54325

* 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>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>Revised</u> <u>Estimate</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>	% Change From Prior Budget
REVENUES & OTHER FINANCING SOURCES					
Taxes Levied on Property	\$ 1,752,085	\$ 1,721,716	\$ 1,721,926	\$ 1,865,863	8.4%
Less: Uncollected Delinq Taxes-Levy Yr	1,452	1,029	1,452	1,452	41.1%
Less: Credits To Taxpayers	126,390	126,603	126,390	126,390	-0.2%
Net Current Property Taxes	1,624,242	1,594,084	1,594,084	1,738,021	9.0%
Delinquent Property Tax Revenue	1,452	1,029	1,452	1,452	41.1%
Other County Taxes	7,109	79,541	76,364	78,916	0.1%
Intergovernmental	188,874	190,791	191,033	191,033	0.1%
Subtotal Revenues	1,821,678	1,865,445	1,862,933	2,009,422	7.7%
Other Financing Sources:	-	-	-	-	
Total Revenues & Other Sources	1,821,678	1,865,445	1,862,933	2,009,422	7.7%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Physical Health & Education	322,925	329,258	329,258	352,100	6.9%
Subtotal Expenditures	322,925	329,258	329,258	352,100	6.9%
Other Financing Uses:					
Operating Transfers Out	1,501,317	1,546,356	1,546,356	1,657,322	7.2%
Total Expenditures & Other Uses	1,824,242	1,875,614	1,875,614	2,009,422	7.1%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(2,564)	(10,169)	(12,681)	-	-100.0%
Beginning Fund Balance - July 1,	\$ 157,642	\$ 265,246	\$ 155,078	\$ 142,397	-46.3%
Ending Fund Balance - June 30,	\$ 155,078	\$ 255,077	\$ 142,397	\$ 142,397	-44.2%

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 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 (.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).

The State Legislature recently changed the Road Use Fund distribution formula that lowered the annual amount received by the County in FY00. The amount projected for 2001-02, however, is 6.8% more than estimated for 1999-00.

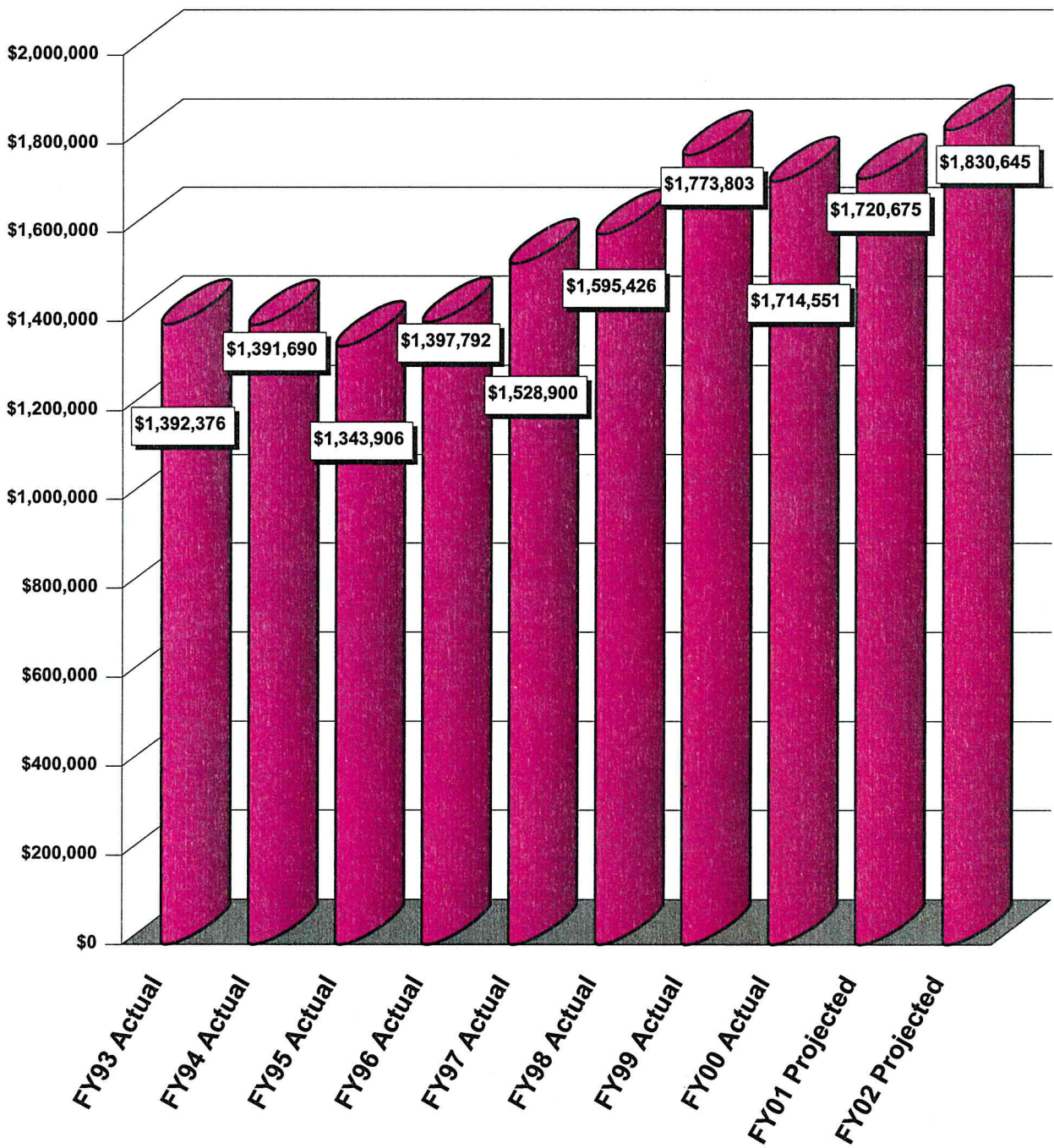
The following information provides a ten year history of State Road Use Tax revenues:

Fiscal Year	Road Use Tax Revenues
1992-93	1,391,690
1993-94	1,343,906
1994-95	1,397,792
1995-96	1,528,900
1996-97	1,595,426
1997-98	1,644,000
1998-99	1,773,803
1999-00	1,714,551
2000-01 (Revised Estimate)	1,720,675
2001-02 (Budget)	1,830,645

Finally for fiscal year 2001-02 the corporate levy rate used to compute the transfer amount from the General Basic Fund is \$.11429 or 68% of the maximum \$.16875 levy rate. While the rural levy rate used to compute the transfer amount from the Rural Basic Fund is \$2.50859 or 83% of the maximum \$3.00375 levy rate.

ROAD USE TAX REVENUES

TEN YEAR COMPARISON



This graph shows that after increasing over a five year period, the amount of road use taxes received from the State decreased in FY00 due to a change in the funding distribution formula. The amount received has increased subsequently.

**SECONDARY ROADS FUND
FUND STATEMENT**

	<u>Actual</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>Revised</u> <u>Estimate</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Intergovernmental	\$ 1,795,748	\$ 1,796,900	\$ 1,810,675	\$ 1,912,645	6.4%
Licenses & Permits	1,185	1,000	1,000	1,000	0.0%
Charges For Services	10,273	9,000	9,000	9,000	0.0%
Miscellaneous	22,764	5,000	5,000	10,000	100.0%
Subtotal Revenues	1,829,970	1,811,900	1,825,675	1,932,645	6.7%
Other Financing Sources:					
Operating Transfers In	2,039,536	2,100,722	2,100,722	2,163,744	3.0%
Total Revenues & Other Sources	3,869,506	3,912,622	3,926,397	4,096,389	4.7%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Roads & Transportation					
Administration	\$ 154,129	\$ 150,200	\$ 150,200	\$ 163,600	8.9%
Engineering	309,364	286,000	286,000	310,000	8.4%
Bridges & Culverts	99,168	72,000	72,000	102,000	41.7%
Roads	1,239,721	1,207,000	1,207,000	1,252,000	3.7%
Snow & Ice Control	204,945	193,000	193,000	216,000	11.9%
Traffic Controls	122,606	140,000	140,000	146,000	4.3%
Road Clearing	83,246	95,000	95,000	95,000	0.0%
New Equipment	383,993	372,000	372,000	350,000	-5.9%
Equipment Operation	543,198	516,500	516,500	577,500	11.8%
Tools, Materials, Supplies	57,054	47,000	47,000	53,000	12.8%
Real Estate & Buildings	17,946	20,000	20,000	30,000	50.0%
Capital Projects	630,315	950,000	950,000	1,100,000	15.8%
Subtotal Expenditures	3,845,686	4,048,700	4,048,700	4,395,100	8.6%
Other Financing Uses:	-	-	-	-	
Total Expenditures & Other Uses	3,845,686	4,048,700	4,048,700	4,395,100	8.6%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	23,820	(136,078)	(122,303)	(298,711)	119.5%
Beginning Fund Balance - July 1,	\$ 666,640	\$ 1,216,707	\$ 690,461	\$ 568,158	-53.3%
Ending Fund Balance - June 30,	\$ 690,461	\$ 1,080,629	\$ 568,158	\$ 269,447	-75.1%

Secondary Roads Equipment Fund **FUND STATEMENT**

<u>Fund</u>	<u>Actual</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>Revised</u> <u>Estimate</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
Beginning balance, July 1	\$ -	\$ -	\$ -	\$ -	
Revenues	-	-	-	-	
Funds available	-	-	-	-	
Expenditures	-	-	-	-	
Ending Balance, June 30	\$ -	\$ -	\$ -	\$ -	

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

	Actual <u>1999-00</u>	Budget <u>2000-01</u>	Revised Estimate <u>2000-01</u>	Budget <u>2001-02</u>	% Change From Prior Budget
REVENUES & OTHER FINANCING SOURCES					
Charges For Services	\$ 40,267	\$ 45,540	\$ 45,540	\$ 45,000	-1.2%
Use of Money & Property	<u>4,632</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	0.0%
Subtotal Revenues	44,899	49,540	49,540	49,000	-1.1%
Other Financing Sources:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenues & Other Sources	44,899	49,540	49,540	49,000	-1.1%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Other Financing Uses:					
Operating Transfers Out	\$ <u>11,953</u>	\$ <u>30,000</u>	\$ <u>50,000</u>	\$ <u>50,000</u>	66.7%
Total Expenditures & Other Uses	11,953	30,000	50,000	50,000	66.7%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	32,946	19,540	(460)	(1,000)	-105.1%
Beginning Fund Balance - July 1,	\$ 78,772	\$ 179,183	\$ 111,718	\$ 111,258	-37.9%
Ending Fund Balance - June 30,	\$ 111,718	\$ 198,723	\$ 111,258	\$ 110,258	-44.5%

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, 2001, one current general obligation bonds outstanding amounts to \$5,640,000. The only outstanding general obligation bond is for County solid waste disposal bonds issued in June 1995 on behalf of the Scott Solid Waste Commission. The funding support to amortize the solid waste bond debt comes from revenues generated by the Scott Solid Waste Commission through user fees and transferred to the Scott County Treasurer prior to the bond principal and interest payment dates. There is no anticipated property tax levy to retire the solid waste disposal bond debt.

The following is a summary of the general obligation bonds outstanding as of July 1, 2001:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2001-02	290,000	304,010	594,010
2002-03	305,000	289,800	594,800
2003-04	320,000	274,703	594,703
2004-05	340,000	258,703	598,703
2005-06 & Thereafter	4,385,000	1,395,874	5,780,874
	\$5,640,000	\$2,523,090	\$8,163,090

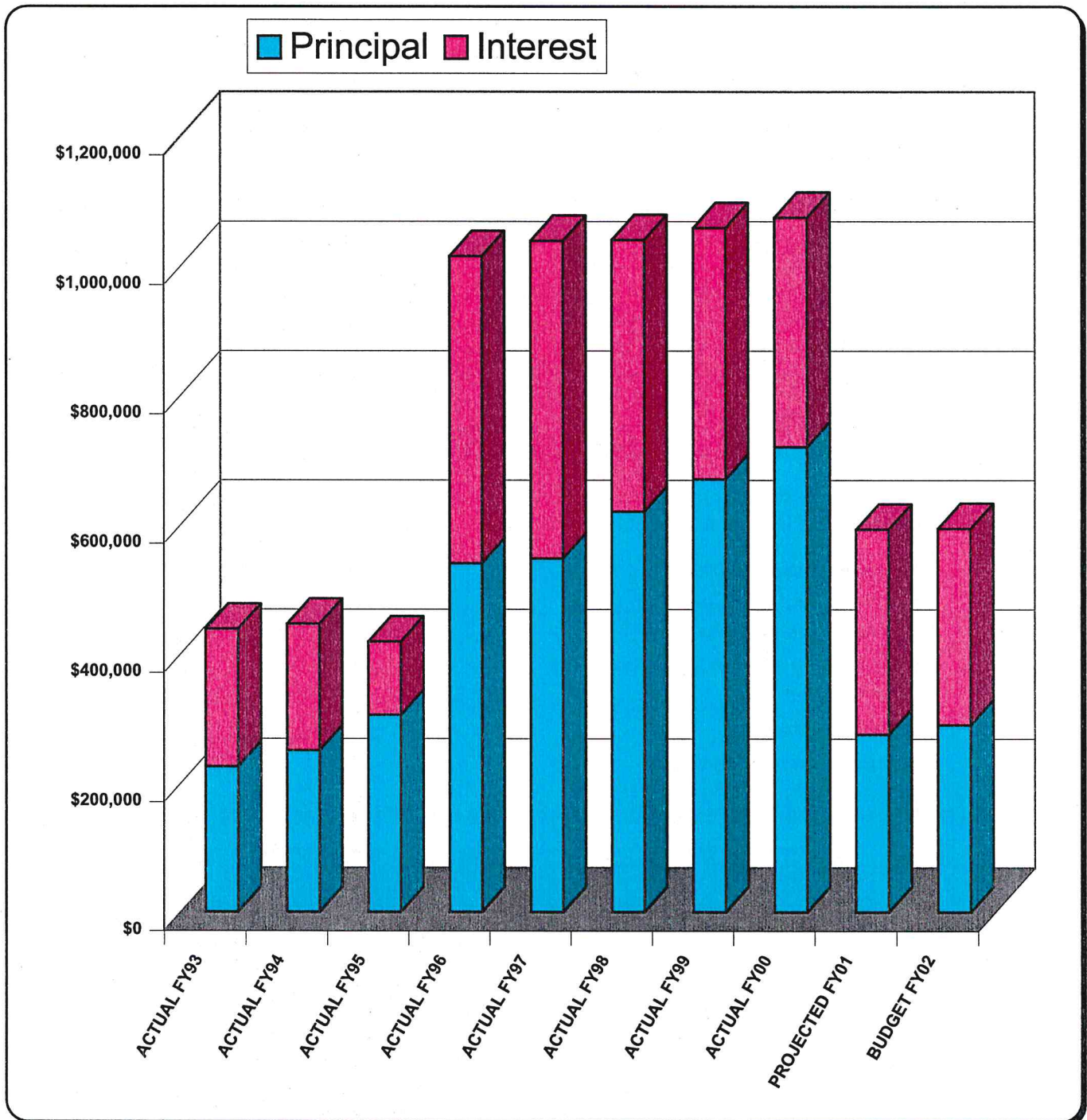
Scott County has a very small amount of outstanding debt when compared to the legal allowable debt limit. The computation of the County's legal debt margin as of July 1, 2001 is as follows:

Assessed Value (100%)	<u>\$7,044,069,397</u>
Debt Limit 5% of Assessed Valuation (Iowa Statutory Limitation)	\$352,203,470
Total Amount of Debt Applicable to Debt Margin	<u>5,640,000</u>
Legal Debt Margin	<u>\$346,563,470</u>
Percent of Debt Limit Used	<u>1.6%</u>

The general obligation bond debt expenditures over the past ten (10) years are listed below:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
1992-93	225,000	212,850	437,850
1993-94	250,000	195,975	445,975
1994-95	305,000	113,503	418,503
1995-96	540,000	474,870	1,014,870
1996-97	547,508	491,227	1,038,735
1997-98	620,000	419,825	1,039,825
1998-99	670,000	388,675	1,058,675
1999-00	720,000	354,375	1,074,375
2000-01	275,000	317,485	592,485
2001-02	290,000	304,010	594,703

DEBT EXPENDITURES TEN YEAR PERIOD

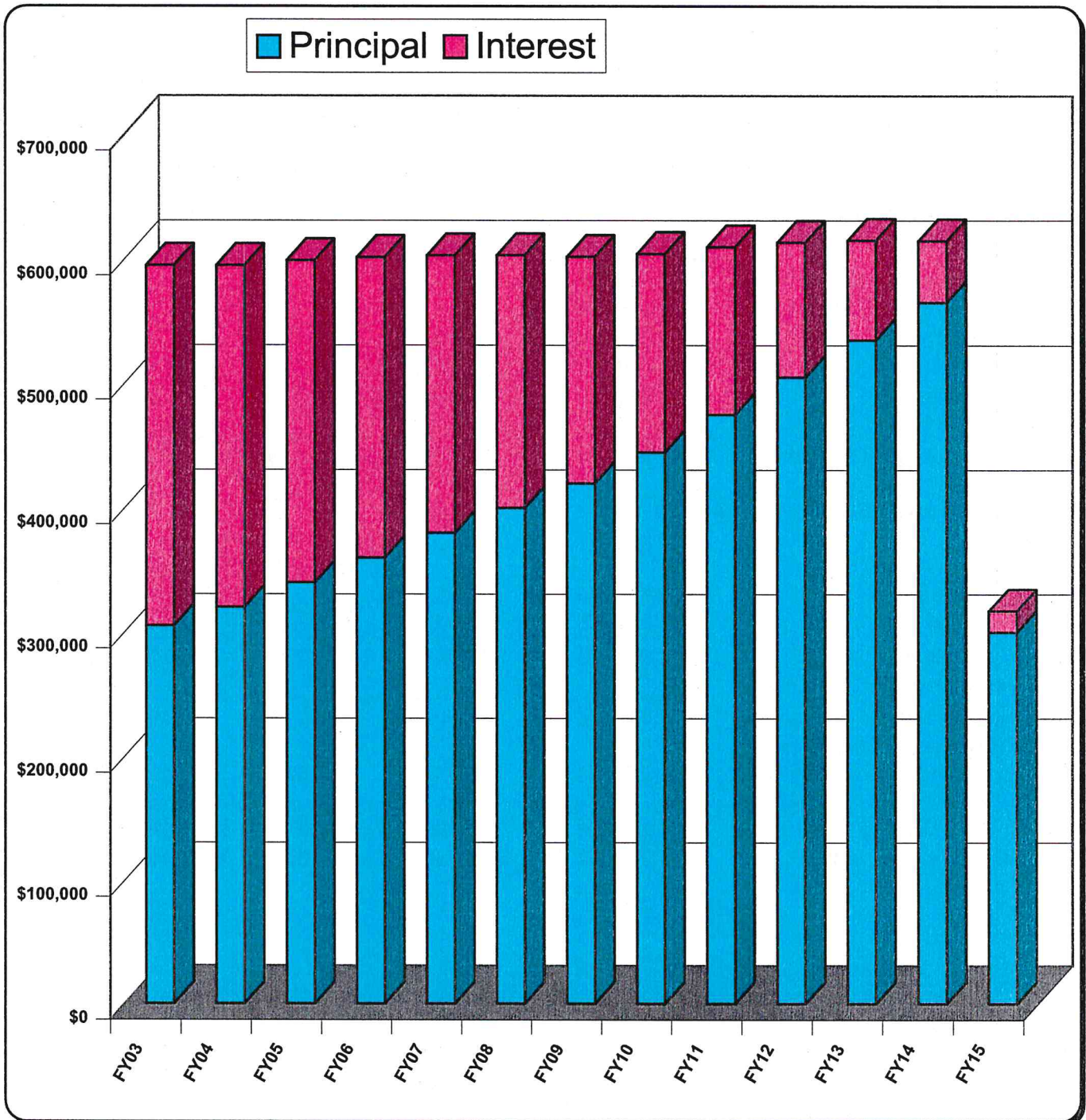


Although the County's general obligation bond indebtedness increased in FY 1995-96, this Solid Waste Bond issue is funded from Scott Solid Waste Commission fees. The Jail Annex bond issue was paid off in FY00.

**DEBT SERVICE FUND
FUND STATEMENT**

	Actual 1999-00	Budget 2000-01	Revised Estimate 2000-01	Budget 2001-02	% Change From Prior Budget
REVENUES & OTHER FINANCING SOURCES					
Taxes Levied on Property	\$ 464,111	\$ -	\$ -	\$ -	0.0%
Less: Uncollected Delinquent Taxes-Lev	345	-	-	-	0.0%
Less: Credits To Taxpayers	21,230	-	-	-	0.0%
Net Current Property Taxes	442,537	-	-	-	0.0%
Delinquent Property Tax Revenue	345	-	-	-	0.0%
Other County Taxes	895	-	-	-	0.0%
Intergovernmental	370,747	317,485	317,485	304,010	-4.2%
Subtotal Revenues	814,524	317,485	317,485	304,010	-4.2%
Other Financing Sources:	-	-	-	-	-
Total Revenues & Other Sources	814,524	317,485	317,485	304,010	-4.2%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Debt Service					
Principal Payments	\$ 720,000	\$ 275,000	\$ 275,000	\$ 290,000	5.5%
Interest Payments	354,375	317,485	317,485	304,010	-4.2%
Subtotal Expenditures	1,074,375	592,485	592,485	594,010	0.3%
Other Financing Uses:	-	-	-	-	-
Total Expenditures & Other Uses	1,074,375	592,485	592,485	594,010	0.3%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(259,851)	(275,000)	(275,000)	(290,000)	5.5%
Beginning Fund Balance - July 1,	\$ 6,223,688	\$ 5,992,596	\$ 5,963,836	\$ 5,688,836	-5.1%
Ending Fund Balance - June 30,	\$ 5,963,836	\$ 5,717,596	\$ 5,688,836	\$ 5,398,836	-5.6%

REMAINING OUTSTANDING DEBT THROUGH MATURITY



The remaining debt outstanding shown in the above graph is for the Solid Waste Bonds which are supported by fees received from the Scott Solid Waste Commission.

OTHER FUNDS

The County's Capital Projects Fund and various internal service funds are included in this section. In October 1986 the federal government eliminated the Federal Revenue Sharing Program which provided Scott County with approximately \$900,000 annually. Revenue sharing funds were used exclusively by the County for capital projects and other one-time expenditures.

In the years since the elimination of the Federal Revenue Sharing Program 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 and the Electronic Equipment Reserve Fund has proved very beneficial in meeting this objective.

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 his office. The Recorder also hired an outside firm to digitize his office's microfilmed records back to 1989, the year his computerized index system was implemented. Based on current transaction levels this fund will receive approximately \$45,000 each year.

The County has an aggressive Risk Management Program utilizing self-insured retention levels based on past loss history and future loss projections. A Group Health Insurance Reserve Fund and a Self-Insurance Reserve Fund have been established to meet the County's goals and objectives in these areas.

Finally, the County is acquiring, through a lease-purchase arrangement, a golf course developed and constructed by Blue T Golf, Inc. The course and clubhouse, called Glynns Creek, opened July 1, 1992 at Scott County Park. Glynns Creek has received rave reviews since its opening. The number of rounds played has increased steadily during each year of operation. This County run operation is accounted for in the Golf Course Enterprise Fund.

**SUMMARY FUND STATEMENT
OTHER FUNDS**

<u>Fund</u>	<u>Estimated Balance 07/01/01</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Estimated Balance 06/30/02</u>
OTHER FUNDS:				
Capital Improvements				
General	\$ 5,644,426	\$ 4,151,387	\$ 8,564,215	\$ 1,231,598
Electronic Equipment	761,422	527,768	1,013,099	276,091
Vehicle	503,703	197,305	252,500	448,508
Conservation Equipment	77,123	-	-	77,123
Conservation Capital Improvements	34,972	-	15,000	19,972
Total Capital Improvements	7,021,646	4,876,460	9,844,814	2,053,292
Non-Budgeted Funds				
Golf Course Enterprise	(1,267,303)	1,407,545	1,214,058	(1,073,816)
Self-Insurance	1,025,067	-	-	1,025,067
Group Health	67,812	-	65,000	2,812
Total Non-Budgeted Funds	(174,424)	1,407,545	1,279,058	(45,937)
Total Other Funds*	\$ 6,847,222	\$ 6,284,005	\$ 11,123,872	\$ 2,007,355

*Includes interfund transfers and non-budgeted fund activity

**CAPITAL PROJECTS (general) FUND
FUND STATEMENT**

	<u>Actual</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>Revised</u> <u>Estimate</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Other County Taxes	\$ 784,467	\$ 780,000	\$ 785,000	\$ 785,000	0.6%
Intergovernmental	101,130	14,740	12,507	7,788	-47.2%
Miscellaneous	8,566	105,000	5,203	105,000	0.0%
Subtotal Revenues	894,163	899,740	802,710	897,788	-0.2%
Other Financing Sources:					
Operating Transfers In					
General Basic	4,667,356	1,220,000	1,520,632	1,858,425	52.3%
Recorder's Record Mgt	11,953	30,000	50,000	50,000	66.7%
Electronic Equipment	1,035,442	990,004	1,043,958	1,013,099	2.3%
Vehicle Replacement	283,174	167,000	178,958	252,500	51.2%
Conservation CIP	-	-	-	15,000	0.0%
Total Transfers In	5,997,925	2,407,004	2,793,548	3,253,599	35.2%
Total Revenues & Other Sources	6,892,088	3,306,744	3,596,258	4,151,387	25.5%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Capital Projects	\$ 2,778,115	\$ 5,869,226	\$ 3,862,224	\$ 8,564,215	45.9%
Subtotal Expenditures	2,778,115	5,869,226	3,862,224	8,564,215	45.9%
Other Financing Uses:	-	-	-	-	
Total Expenditures & Other Uses	2,778,115	5,869,226	3,862,224	8,564,215	45.9%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	4,113,973	(2,562,482)	(265,966)	(4,412,828)	72.2%
Beginning Fund Balance - July 1,	\$ 1,796,419	\$ 4,733,237	\$ 5,910,392	\$ 5,644,426	19.3%
Ending Fund Balance - June 30,	\$ 5,910,392	\$ 2,170,755	\$ 5,644,426	\$ 1,231,598	-43.3%

**ELECTRONIC EQUIPMENT FUND
FUND STATEMENT**

	<u>Actual</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>Revised</u> <u>Estimate</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Use of Money & Property	\$ 81,790	\$ 29,124	\$ 53,874	\$ 27,768	-4.7%
Subtotal Revenues	81,790	29,124	53,874	27,768	-4.7%
Other Financing Sources:					
Operating Transfers In					
General Basic	500,000	500,000	500,000	500,000	0.0%
Total Transfers In	500,000	500,000	500,000	500,000	0.0%
Total Revenues & Other Sources	581,790	529,124	553,874	527,768	-0.3%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Other Financing Uses:					
Operating Transfers Out					
Capital Improvements	\$ 1,034,442	\$ 990,004	\$ 1,043,958	\$ 1,013,099	2.3%
Total Transfers Out	1,035,442	990,004	1,043,958	1,013,099	2.3%
Total Expenditures & Other Uses	1,035,442	990,004	1,043,958	1,013,099	2.3%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(453,652)	(460,880)	(490,084)	(485,331)	5.3%
Beginning Fund Balance - July 1,	\$ 1,705,158	\$ 2,461,039	\$ 1,251,506	\$ 761,422	-69.1%
Ending Fund Balance - June 30,	\$ 1,251,506	\$ 2,000,159	\$ 761,422	\$ 276,091	-86.2%

**VEHICLE REPLACEMENT FUND
FUND STATEMENT**

	<u>Actual 1999-00</u>	<u>Budget 2000-01</u>	<u>Revised Estimate 2000-01</u>	<u>Budget 2001-02</u>	<u>% Change From Prior Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Use of Money & Property	\$ 29,076	\$ 28,908	\$ 26,445	\$ 25,485	-11.8%
Subtotal Revenues	29,076	28,908	26,445	25,485	-11.8%
Other Financing Sources:					
Operating Transfers In					
General Basic	<u>171,820</u>	<u>171,820</u>	<u>171,820</u>	<u>171,820</u>	0.0%
Total Transfers In	<u>171,820</u>	<u>171,820</u>	<u>171,820</u>	<u>171,820</u>	0.0%
Total Revenues & Other Sources	200,896	200,728	198,265	197,305	-1.7%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Other Financing Uses:	\$ -	\$ -	\$ -	\$ -	
Operating Transfers Out					
Capital Improvements	<u>283,174</u>	<u>167,000</u>	<u>178,958</u>	<u>252,500</u>	51.2%
Total Transfers Out	<u>283,174</u>	<u>167,000</u>	<u>178,958</u>	<u>252,500</u>	51.2%
Total Expenditures & Other Uses	283,174	167,000	178,958	252,500	51.2%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(82,278)	33,728	19,307	(55,195)	-263.6%
Beginning Fund Balance - July 1,	\$ 566,674	\$ 884,218	\$ 484,396	\$ 503,703	-43.0%
Ending Fund Balance - June 30,	\$ 484,396	\$ 917,946	\$ 503,703	\$ 448,508	-51.1%



CAPITAL PROJECTS PLAN DEVELOPMENT PROCESS

Scott County's Five-Year Capital Project Plan for consideration is developed each year as a part of the County's operating budget process. County departments submit their requests using worksheets as provided by the Office of Budget and Information Processing. 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 Buildings and Grounds coordinates the requests concerning remodeling and construction of new or existing County facilities. In addition, the County has created two advisory committees to review and recommend to the Board of Supervisors large purchases and replacements of vehicles and electronic equipment. The Board has created replacement reserve funds for both electronic equipment and vehicles that allow for a stable tax levy rate each year.

The operating budget will again be supplemented with an aggressive five year Capital Improvements Program. The operating budget includes transfers to the Capital Improvement Fund for capital improvement projects. The Debt Service Fund is currently supported by revenues received from the Solid Waste Commission to pay for the amortization of the solid waste general obligation bonds. The County is currently using only 1.6% of its allowable legal debt margin consisting of one general bond issue. This outstanding bond issue is described further under the debt service fund section of this document.

The Board of Supervisors called for a referendum to be held in November 1998 for the construction of a County jail and for the issuance of \$48.3 million dollars in general obligation bonds. If approved it would have increased the County's levy rate by 91 cents per one thousand dollar taxable valuation. The referendum failed to receive the required 60% margin of support. The jail continues to experience increased populations over the rated capacity limit requiring the housing of inmates in out-of-county facilities. The Board has made this their top concern for 2001/2002 and has established a Community Jail and Alternatives Advisory Committee to develop a solution acceptable to the citizens of Scott County.

The capital improvement budget totals \$9,664,215 for fiscal year FY02, with 86% or \$8,276,215 for general projects, 11% or \$1,100,000 for Secondary Roads projects, and 3% or \$288,000 for Conservation parks and recreation projects.

The general capital improvements budget of \$8,276,215 is supported by fund balances from various funds including the electronic equipment replacement fund, the vehicle replacement fund, and the general fund. General fund transfers are made for one time projects if and when the general fund balance exceeds the minimum balance requirement as set forth in the County's Financial Management Policies. The capital improvement fund is also supported by gaming boat revenues received from the two gaming boats docked in Scott County on the Mississippi River. In addition an ongoing property tax levy in the general fund of \$350,000 is transferred annually to the capital improvements

fund. This amount will be increased \$50,000 annually during the next ten year period to allow for pay as you go funding for the space utilization master plan project which moves administrative offices from the Courthouse to the Bi-Centennial Building resulting in additional courtroom space in the Courthouse.

The County has been assigned additional judges to the Seventh Judicial District necessitating increased courtroom and jury space. In addition the County Attorney, Clerk of Court and Court Administration offices are in need of additional space. A space utilization master plan was developed in 2000 which recommended the moving of all non-court related administrative offices from the Courthouse to the County's Bi-Centennial Building to create the needed space for the courts. This will be a ten year \$14 million dollar pay as you go funded project using fund balances and future capital fund property tax and gaming tax revenue funding. The proposed capital plan for FY02 includes \$3,866,816 in spending toward this project as described further under the "Other Funds" tab of this budget document.

The other major projects under the general capital improvements area include the expansion of the juvenile detention center and various technology enhancements as a result of the completion of a Technology Assessment Report (TAR) in 2000. This TAR study presented the County with many technology upgrade challenges over the next several years including the development of a GIS strategic plan for Scott County. It is believed that a web-enabled GIS system will be the framework for E-Government in the future.

Scott County had identified the need for solutions to the jail-increasing population problem as its top priority during its target issues process. In October 1995 the Board adopted an action plan for long-term jail solutions. Phase I of the action plan consisted of a needs assessment study which analyzed crime trends, inmate population and bed space requirements. This study projected that by the year 2010 Scott County would need a jail with 660 inmate beds. These figures could be reduced to 500 with the implementation of new policy options such as hiring a case expeditor, targeting and assisting pretrial detainees in need of substance abuse treatment, further supervision of pretrial defendants and more extensive use of community service programs.

Following Phase I, Phase II was initiated in May 1997 to identify how Scott County could meet the needs identified in Phase I. In February 1998 a recommendation was made for the construction of a new County jail located adjacent to the Courthouse on County owned property. The projected cost was estimated at \$48.3 million dollars. The Board of Supervisors subsequently passed a resolution putting the construction of a new County jail in the form of a referendum which was voted on and failed to pass at the November 1998 general election as previously discussed in this section.

As the recently appointed Community Jail and Alternatives Advisory Committee meets to develop additional alternatives to incarceration programs and a long term solution to serving the increased population at the jail the County will continue to house and transport prisoners to out-of-county facilities if and when available. The costs of housing and transportation of prisoners and funding various alternatives to incarceration programs are anticipated to be in excess of \$700,000 in FY02.

The Secondary Roads capital program totals \$1,100,000. \$360,000 is for a 2.3 mile recycle/resurface project on Forrest Grove Road, \$570,000 for a 3.5 mile recycle/resurface project on Maysville Road, \$120,000 for a 1.0 mile recycle/resurface project on Cody Home Road, and \$50,000 for bridge work in Butler Township. There also is \$860,000 in State farm-to-market funds for a 5.5 mile resurfacing project on McCausland North/South. These funds are paid at the State level to benefit Scott County and do not pass directly through the County's capital improvement plan budget.

The Conservation Department capital plan totals \$288,000. The single largest project (\$120,000) is for construction of a Pine Grove restroom at Scott County Park. Other projects include playground equipment, Old Nature Center renovations and picnic table replacements at Scott County Park, and headquarters window replacements at West Lake Park.

Many of the projects listed are for major repairs, renovations, or replacements. Aggressive planning in these areas keeps ongoing maintenance costs down and helps eliminate the added interest cost burden associated with large-scale projects required due to years of neglect or deferment. The Board of Supervisors encourages County departments to be innovative when submitting capital improvement project requests especially in areas that will have a positive impact in reducing ongoing operating costs.

The following projects in total will increase the County's annual operating budget by \$10,525:

PROJECT	----IMPACT ON ANNUAL OPERATING BUDGET----			
	MAINT. EXPENSE	UTILITIES EXPENSE	SUPPLIES EXPENSE	TOTAL IMPACT
<i>Holding Cell Construction</i>	250	250	100	600
<i>Impound Evidence Storage</i>	300	800	150	1,250
<i>Juvenile Detention Center Expansion</i>	1,000	4,500	875	6,375
<i>Chiller Replacement</i>	-1,000	-500	0	-1,500
<i>Energy Management System Renovation</i>	-750	0	0	-750
<i>Soil Contamination Resolution</i>	3,600	0	350	3,950
<i>Master Plan Phase One-1</i>	-750	1500	250	1,000
<i>Master Plan Phase One-2</i>	-300	750	125	575
<i>Master Plan Phase One-3</i>	2,500	2,800	0	5,300
<i>Master Plan Phase One-5</i>	-750	6000	-300	4,950
<i>Master Plan Phase One-6</i>	-350	750	125	525
<i>Master Plan Phase One-7</i>	-150	-500	125	- 525
Total Impact	\$3,600	\$16,350	\$1,800	\$21,750

The single largest impact on the operating budget is projected to be the Juvenile Detention Center expansion project followed by implementation of the Master Plan phases.

The pages that follow lists the individual capital projects planned for the next four years in addition to last year's actual projects and the current year's revised projects. Some projects originally planned for FY01 were moved to FY02 due to timing constraints or longer planning procedures required.



SCOTT COUNTY
FIVE YEAR CAPITAL PROJECTS PLAN FOR CONSIDERATION
FY02 BUDGET PLAN

	FY00 ACTUAL	FY01 PLAN	FY01 REVISED	FY02 PLAN	FY03 PLAN	FY04 PLAN	FY05 PLAN	Unprogrammed Needs
APPROPRIATION SUMMARY								
Building & Grounds	405,647	1,068,500	523,648	1,833,800	381,000	509,500	437,000	608,000
Space Plan Utilization Project	65,260	3,348,222	1,205,028	3,866,816	1,626,000	1,511,320	488,020	5,179,506
Equipment Acquisition	1,527,625	875,504	1,548,958	1,798,099	326,500	83,000	88,500	-
Vehicle Acquisition	283,174	167,000	178,958	252,500	175,000	175,000	175,000	-
Other Projects	79,282	140,000	140,000	525,000	355,000	250,000	250,000	-
SUBTOTAL GENERAL CIP	2,360,988	5,599,226	3,596,592	8,276,215	2,863,500	2,528,820	1,438,520	5,787,506
Conservation CIP Projects	417,126	270,000	265,632	288,000	275,000	275,000	275,000	-
Secondary Roads Projects	630,315	950,000	950,000	1,100,000	900,000	900,000	900,000	-
TOTAL PROJECTS PAID FROM CIP FUND	3,408,430	6,819,226	4,812,224	9,664,215	4,038,500	3,703,820	2,613,520	5,787,506

REVENUE SUMMARY

Riverboat Gaming Taxes	784,467	780,000	785,000	785,000	785,000	785,000	785,000	
Welcome Center CIP Reimbursements	1,200	9,240	12,507	7,788	9,900	9,900	10,560	
Grants	99,930	5,500	-	-	-	-	-	
Eldridge Development Corp Loan Repayment	-	100,000	-	100,000	-	-	-	
Miscellaneous (use tax refunds, donations, etc)	8,566	5,000	5,203	5,000	5,000	5,000	5,000	
Transfers In:								
From General Fund								
Tax Levy (County CIP projects)	250,000	300,000	300,000	350,000	400,000	450,000	500,000	
Tax Levy (agency CIP funding)	-	-	-	185,425	185,425	185,425	185,425	
Conservation Projects	337,126	270,000	265,632	273,000	275,000	275,000	275,000	
Fund Balance Use (County CIP projects)	4,080,230	650,000	815,000	775,000	-	-	-	
Fund Balance Use (agency CIP funding)	-	-	140,000	275,000	105,000	-	-	

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECTS PLAN FOR CONSIDERATION
FY02 BUDGET PLAN

	FY00 ACTUAL	FY01 PLAN	FY01 REVISED	FY02 PLAN	FY03 PLAN	FY04 PLAN	FY05 PLAN	Unprogrammed Needs
REVENUE SUMMARY (cont.)								
From Rural Services Fund								
Tax Levy (agency CIP funding)	-	-	-	64,575	64,575	64,575	64,575	
From Recorder Record Mgt Fund	11,953	30,000	50,000	50,000	30,000	30,000	30,000	
From Electronic Equipment Fund	1,035,442	990,004	1,043,958	1,013,099	296,500	53,000	58,500	
From Vehicle Replacement Fund	283,174	167,000	178,958	252,500	175,000	175,000	175,000	
From Conservation CIP Fund	-	-	-	15,000	-	-	-	
Secondary Roads Funds	630,315	950,000	950,000	1,100,000	900,000	900,000	900,000	
Subtotal Revenues	7,522,403	4,256,744	4,546,258	5,251,387	3,231,400	2,932,900	2,989,060	
Use of (add to) CIP Fund Balance	(4,113,973)	2,562,482	265,966	4,412,828	807,100	770,920	(375,540)	
Reconciliation of revenues to CIP Plan Costs	3,408,430	6,819,226	4,812,224	9,664,215	4,038,500	3,703,820	2,613,520	
CIP Fund Balance Recap:*								
Beginning Fund Balance	1,796,419	3,941,730	5,910,392	5,644,426	1,231,598	424,498	(346,422)	
Increase (decrease)	4,113,973	(2,562,482)	(265,966)	(4,412,828)	(807,100)	(770,920)	375,540	
Ending Fund Balance	5,910,392	1,379,248	5,644,426	1,231,598	424,498	(346,422)	29,118	

*Net of Vehicle and Electronic Equipment Replacement Fund

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECTS PLAN FOR CONSIDERATION
FY02 BUDGET PLAN

	FY00 ACTUAL	FY01 PLAN	FY01 REVISED	FY02 PLAN	FY03 PLAN	FY04 PLAN	FY05 PLAN	Unprogrammed Needs
A. Building and Grounds								
A.1. COURTHOUSE								
CH General Remodeling/Replacement	23,289	15,000	15,000	15,000	15,000	10,000	10,000	-
CH HVAC Recommissioning	264	5,000	5,000	-	-	-	-	-
CH Computer Room Modular Furniture	1,847	-	-	-	-	-	-	-
CH Computer Room Air Handler	569	-	-	-	-	-	-	-
CH Exterior Lighting	-	-	-	5,000	5,000	-	-	-
CH Ceiling Replacements	9,053	-	-	-	-	-	-	-
CH Boiler Room Asbestos Abatement	7,299	-	-	-	-	-	-	-
CH Atty/Juv Cr/Magistrate Crtr	12,204	-	-	-	-	-	-	-
CH Recorder Rearrange	5,408	-	-	-	-	-	-	-
CH Courthouse Space Planning	9,897	-	-	-	-	-	-	-
CH Relocate Sheriff Communication Center	84,418	-	18,697	-	-	-	-	-
CH Bench Improvements	3,176	-	5,000	-	-	-	-	-
CH Renovate Elevator Cars	-	-	-	-	-	30,000	-	-
CH HVAC Piping Replacement	-	-	-	25,000	25,000	25,000	25,000	-
CH ACCU Replacement	-	-	-	-	-	40,000	40,000	80,000
CH Windows Replacement-Phase I	-	-	-	-	50,000	50,000	50,000	150,000
CH Cooling Tower replacement	-	50,000	55,000	-	-	-	-	-
CH Parking Lot Overlay	-	-	-	-	-	-	-	50,000
TOTAL COURTHOUSE	157,425	70,000	98,697	45,000	95,000	155,000	125,000	280,000

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECTS PLAN FOR CONSIDERATION
FY02 BUDGET PLAN

	FY00 ACTUAL	FY01 PLAN	FY01 REVISED	FY02 PLAN	FY03 PLAN	FY04 PLAN	FY05 PLAN	Unprogrammed Needs
A.2 JAIL								
JL General Remodeling/Replacement	11,262	20,000	20,000	20,000	20,000	20,000	20,000	-
JL Jail Building Feasibility	7,649	35,000	35,000	35,000	-	-	-	-
JL Clean/Waterproof/Seal Exterior	-	-	-	-	-	25,000	-	-
JL Roof Replacement	-	-	-	40,000	40,000	-	-	-
JL Tuckpoint Old Building	-	-	-	-	-	8,500	-	-
TOTAL JAIL	18,911	55,000	55,000	95,000	60,000	53,500	20,000	-
A.3 TREMONT BUILDING								
TR General Remodeling/Replacement	8,432	10,000	6,500	7,500	5,000	5,000	5,000	-
TR Renovate Energy Management System	-	-	-	-	-	-	-	15,000
TR High Efficiency Lighting	1,028	-	-	-	-	-	-	-
TR Holding Cell Construction	-	32,000	16,000	16,000	-	-	-	-
TR Unit Heater Replacement	852	-	-	-	-	-	-	-
TR Impound/evidence storage	-	-	-	40,000	-	-	-	-
TR Parking Lot Overlay	-	-	-	10,000	-	-	-	35,000
TOTAL TREMONT BUILDING	10,312	42,000	22,500	73,500	5,000	5,000	5,000	50,000

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECTS PLAN FOR CONSIDERATION
FY02 BUDGET PLAN

	FY00 ACTUAL	FY01 PLAN	FY01 REVISED	FY02 PLAN	FY03 PLAN	FY04 PLAN	FY05 PLAN	Unprogrammed Needs
A.4 ANNEX								
AN General Remodeling/Replacement	1,252	5,000	10,000	7,500	7,500	7,500	7,500	-
AN Juvenile Detention Study	682	15,000	4,500	-	-	-	-	-
AN Security Systems Expansion	609	-	-	-	-	-	-	-
AN Door Replacements	2,100	-	-	-	-	-	-	-
AN Juvenile Detention Center Expansion	-	650,000	100,000	1,400,000	-	-	-	-
TOTAL ANNEX	4,643	670,000	114,500	1,407,500	7,500	7,500	7,500	-
A.5 BI-CENTENNIAL BUILDING								
BC General Remodeling/Replacement	7,976	10,000	5,000	10,000	7,500	7,500	7,500	-
BC Remodel/Redecorate Interior	6,252	4,000	2,000	-	-	-	-	-
BC Refurbish Elevator Cars	-	45,000	45,000	-	60,000	-	-	-
BC Exterior Lighting	-	-	-	-	-	-	-	28,000
BC Street Abandonment	-	-	-	-	-	100,000	100,000	-
BC Parking Lot Overlay	-	-	-	-	-	50,000	50,000	-
BC Chiller Replacement	-	-	-	35,000	35,000	-	-	-
BC Expand Irrigation System	-	-	-	-	-	-	-	8,000
TOTAL BI-CENTENNIAL BUILDING	14,228	59,000	52,000	45,000	102,500	157,500	157,500	36,000

SCOTT COUNTY

A.6 PINE KNOLL

TOTAL GENERAL STORE

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECTS PLAN FOR CONSIDERATION
FY02 BUDGET PLAN

	FY00 ACTUAL	FY01 PLAN	FY01 REVISED	FY02 PLAN	FY03 PLAN	FY04 PLAN	FY05 PLAN	Unprogrammed Needs
A.8 OTHER BUILDING/GROUNDS								
OB Miscellaneous Landscaping	-	2,500	2,500	2,500	2,500	2,500	2,500	-
OB Regulatory Compliance Cost	22,087	20,000	5,000	10,000	10,000	10,000	10,000	-
OB Fire Alarms Upgrades	-	15,000	-	20,000	20,000	-	-	-
OB Radio Tower General Replacement	257	2,000	2,000	2,500	2,500	2,500	2,500	-
OB Parking Lot Repair/Maintenance	6,845	3,000	3,000	5,000	5,000	5,000	5,000	-
OB Records Management	39,975	10,000	30,000	20,000	20,000	20,000	20,000	-
OB Property Acquisition	2,500	-	-	-	-	-	-	-
OB Master Plan Design	32,890	-	-	-	-	-	-	-
OB Soil Contamination Resolution	15,828	40,000	40,000	15,000	-	-	-	-
OB Security Enhancements	-	-	-	-	-	-	-	75,000
TOTAL OTHER B & G	120,381	92,500	82,500	75,000	60,000	40,000	40,000	75,000

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECTS PLAN FOR CONSIDERATION
FY02 BUDGET PLAN

	FY00 ACTUAL	FY01 PLAN	FY01 REVISED	FY02 PLAN	FY03 PLAN	FY04 PLAN	FY05 PLAN	Unprogrammed Needs
A.9 WELCOME CENTER								
WC General Emergency Reserve	-	2,000	2,000	2,000	2,000	2,000	2,000	-
WC Landscape Planting Replacement	-	2,000	-	2,000	2,000	2,000	2,000	-
WC Concrete Drive/Parking Repair	-	-	6,520	-	-	-	-	-
WC A/V Room Dimming Lights	-	-	430	-	-	-	-	-
WC Exterior Painting	-	3,500	-	3,500	-	-	-	-
WC Interior Painting	-	4,500	-	-	-	4,500	-	-
WC Tree Pruning-Parking Lot	-	2,000	-	-	-	-	-	-
WC Emergency Lighting Replacement	-	-	-	-	3,500	-	-	-
WC Concrete Dumpster Pad	-	-	-	1,800	-	-	-	-
WC Signage Replacement	-	-	-	-	-	3,500	-	-
WC High Efficiency Lighting	-	-	-	-	4,000	-	-	-
WC Energy Management Equipment	-	-	-	-	-	3,000	-	-
WC Building surge suppression	-	-	-	-	3,500	-	-	-
WC Window replacement	-	-	10,000	-	-	-	-	-
WC Restroom Counters/Sinks	-	-	-	2,500	-	-	-	-
WC Furnace Replacement	-	-	-	-	-	-	-	7,000
WC Roof Replacement	-	-	-	-	-	-	12,000	-
TOTAL WELCOME CENTER	-	14,000	18,950	11,800	15,000	15,000	16,000	7,000
TOTAL BUILDING & GROUNDS	405,647	1,068,500	523,648	1,833,800	381,000	509,500	437,000	608,000

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECTS PLAN FOR CONSIDERATION
FY02 BUDGET PLAN

	FY00 ACTUAL	FY01 PLAN	FY01 REVISED	FY02 PLAN	FY03 PLAN	FY04 PLAN	FY05 PLAN	Unprogrammed Needs
B. SPACE UTILIZATION PLAN								
PHASE I								
1 Renovate DHS	-	858,000	765,260	462,500	-	-	-	-
2 Renov 6th FL/move BOS/Admin/BIP/B&G	-	663,000	34,214	697,626	-	-	-	-
3 Construct Elevator Tower	7,342	580,522	47,914	661,940	-	-	-	-
5 Off load Juvenile Court Services	-	26,000	270,000	-	-	-	-	-
PHASE II								
6 Renov 3/4 4th FL & move Health Dept	-	487,500	35,000	610,000	-	-	-	-
7 Renov 1/4 4th FL & move Comm Services	-	146,250	10,500	233,250	-	-	-	-
8 Renov LL & move Sheriff	6,689	586,950	42,140	430,000	172,000	-	-	-
PHASE III								
9 Renov 1st FL and move Treasurer	-	-	-	300,000	350,000	-	-	-
10 Renov 5th FL and move Aud/Rec/Assessors	-	-	-	330,000	450,000	-	-	-
11 Construct Community Pavilion Addition	-	-	-	134,000	178,000	-	-	-
12 Renov 1/4 1st FL & move Associate Court	6,004	-	-	7,500	476,000	222,500	-	-
PHASE IV								
13 Renov 1/2 2nd FL & move County Attorney	5,547	-	-	-	-	651,820	-	-
14 Renov 1/4 2nd FL & move Juv Crim & add DC	5,417	-	-	-	-	637,000	-	-
15 Renov 1/4 1st FL & move Clerk-civil	4,177	-	-	-	-	-	488,020	-
PHASE V								
16 Renov 1/4 2nd FL-add District Court	4,960	-	-	-	-	-	-	579,150
17 Renov 1/4 1st FL & move Clerk-criminal	4,177	-	-	-	-	-	-	488,020
18 Renov 1/4 1st FL & move Magistrate Court	4,307	-	-	-	-	-	-	507,650
PHASE VI								
19 Construct Building Link	-	-	-	-	-	-	-	262,080
20 Renov 1/4(x3) 3rd FL-3 small Distr Criminal	11,682	-	-	-	-	-	-	1,369,316
21 Renov 3/4 3rd FL-'83 Jail-move Cr't Admin	-	-	-	-	-	-	-	392,340
22 Renov 1/4 3rd FL-one District Court	4,960	-	-	-	-	-	-	579,670
23 Renov 2nd FL-'83 Jail-move Juv Cr't Services	-	-	-	-	-	-	-	521,788
24 Renov 1/2 1st FL-'83 Jail-Jury Assembly	-	-	-	-	-	-	-	311,012
25 Renov 1/2 1st FL-'83 Jail-Sheriff Admin	-	-	-	-	-	-	-	168,480
TOTAL SPACE UTILIZATION MASTER PLAN	65,260	3,348,222	1,205,028	3,866,816	1,626,000	1,511,320	488,020	5,179,506

SCOTT COUNTY

C. ELECTRONIC EQUIPMENT

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECTS PLAN FOR CONSIDERATION
FY02 BUDGET PLAN

	FY00 ACTUAL	FY01 PLAN	FY01 REVISED	FY02 PLAN	FY03 PLAN	FY04 PLAN	FY05 PLAN	Unprogrammed Needs
C. ELECTRONIC EQUIPMENT (cont.)								
EE BIP-Network Interface Highspeed Copier	-	10,000	-	-	-	-	-	-
EE BIP-DVD Recorder (Optical Backups)	-	10,000	10,000	-	-	-	-	-
EE BIP-Replace Monitors	-	45,000	20,000	-	-	-	-	-
EE BIP-Upgrade to Microsoft Office 200x	-	-	-	-	120,000	-	-	-
EE BIP-Upgrade Clients to NT	-	-	-	-	54,000	-	-	-
EE BIP-Print Shop Color Copier	-	-	-	200,000	-	-	-	-
EE BIP-Rewrite Property tax system	-	-	140,000	250,000	-	-	-	-
EE BIP-Rewrite Accounting/HR Systems	-	-	75,000	275,000	-	-	-	-
EE BIP-TAR:Electronic Help Desk Solution	-	-	-	55,000	-	-	-	-
EE BIP-TAR:Network Cable Design	-	-	8,500	-	-	-	-	-
EE BIP-TAR:File,Print,Domain Server Setups	-	-	-	30,000	-	-	-	-
EE BIP-TAR:Citrix Metaframe Pilot Project	-	-	-	55,000	-	-	-	-
EE BIP-TAR:Network Client Installs/Configs	-	-	-	11,000	-	-	-	-
EE BIP-TAR:Network File & Print Server Migrate	-	-	-	6,000	-	-	-	-
EE BIP-TAR:WAN Configuration Changes	-	-	-	2,500	-	-	-	-
EE BIP-TAR:E-Mail,Scheduling Optimization	-	-	-	2,000	-	-	-	-
EE BIP-TAR:Centralized Fax Solution	-	-	-	5,200	-	-	-	-
EE BIP-TAR:Remote access solution	-	-	-	4,500	-	-	-	-
EE BIP-TAR:Firewall Intrusion Test	-	-	-	5,600	-	-	-	-
EE BIP-TAR:Firewall Upgrade	-	-	-	12,000	-	-	-	-
EE BIP-TAR:Internet Monitoring Config Review	-	-	-	2,000	-	-	-	-
EE BIP-TAR:Citrix Metaframe, Thin Client Ntwk	-	-	-	150,000	-	-	-	-
EE BIP-TAR:Network Documentation	-	-	-	6,000	-	-	-	-
EE BIP-TAR:Basic NSA Training	-	-	-	5,000	-	-	-	-

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECTS PLAN FOR CONSIDERATION
FY02 BUDGET PLAN

	FY00 ACTUAL	FY01 PLAN	FY01 REVISED	FY02 PLAN	FY03 PLAN	FY04 PLAN	FY05 PLAN	Unprogrammed Needs
C. ELECTRONIC EQUIPMENT (cont.)								
EE BIP-TAR:GIS Strategic Plan Development	-	-	-	50,000	50,000	-	-	-
EE BIP-TAR:E-Business Strategies	-	-	-	-	25,000	-	-	-
EE BIP-TAR:Technology Partner Support	-	-	12,000	12,000	12,500	13,000	13,500	-
EE B&G-Laptop AutoCAD w/software	1,655	-	-	-	-	-	-	-
EE B&G-Warehouse Computer Workstation	1,598	-	-	-	-	-	-	-
EE B&G-Access Control Update	1,975	-	-	-	-	-	-	-
EE B&G-Panic Alarm System-All Bldgs	-	28,000	28,000	-	-	-	-	-
EE B&G-Computer With Printer	-	5,200	5,200	-	-	-	-	-
EE B&G-Radios With Charger	-	25,700	25,700	-	-	-	-	-
EE B&G-Large Format Scanner	-	2,000	-	4,000	-	-	-	-
EE B&G-Large Format Plotter	-	4,800	4,800	-	-	-	-	-
EE B&G-CDR-W External Drive w/Card	-	1,000	1,000	-	-	-	-	-
EE B&G Court Sound System	6,689	-	-	-	-	-	-	-
EE B&G-Imaging System	-	-	-	12,000	-	-	-	-
EE B&G-800 MHz Radio	-	-	-	2,700	-	-	-	-
EE B&G-Laptop Computer	-	-	-	3,500	-	-	-	-
EE B&G-Campus Fiber Optic Ring	-	-	-	50,000	-	-	-	-
EE Com Services-Imaging System	-	-	-	12,000	-	-	-	-
EE Conservation Recreational Mgt System	-	-	90,000	-	-	-	-	-
EE Hlth-Copier Replacement	11,988	-	-	-	-	-	-	-
EE Hlth-Multi-Feed Scanner	-	1,000	1,000	-	-	-	-	-
EE Hlth-Multi-Media Projector	-	5,000	2,000	-	-	-	-	-
EE Hlth-CD-ROM Recorder	-	800	800	-	-	-	-	-
EE Hum Res-Software Upgrades/Purchases	-	11,000	-	11,000	-	-	-	-
EE Rec-Mgt Fund Projects	11,953	30,000	-	-	30,000	30,000	30,000	-

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECTS PLAN FOR CONSIDERATION
FY02 BUDGET PLAN

	FY00 ACTUAL	FY01 PLAN	FY01 REVISED	FY02 PLAN	FY03 PLAN	FY04 PLAN	FY05 PLAN	Unprogrammed Needs
C. ELECTRONIC EQUIPMENT (cont.)								
EE Rec-Copying Machine	-	-	-	10,000	-	-	-	-
EE Rec-Imaging upgrade project	-	-	50,000	50,000	-	-	-	-
EE Sher-800 MHz Radio System	931,306	-	8,956	-	-	-	-	-
EE Sher-Digital ID Imaging System	58,500	-	-	-	-	-	-	-
EE Sher-Moving Radar Units	-	3,900	3,774	3,750	-	-	-	-
EE Sher-K Band Radar Units	3,609	-	-	3,500	-	-	-	-
EE Sher-Intoxilizer Replacement	4,500	-	-	-	-	-	-	-
EE Sher-In Car Video Systems	10,950	10,950	10,950	10,950	-	-	-	-
EE Sher-Pro QA Software Emd	-	5,400	6,220	-	-	-	-	-
EE Sher-Dav Police System Enhancement	1,991	-	-	-	-	-	-	-
EE Sher-Invest Digital Imaging/Camera System	7,830	-	-	-	-	-	-	-
EE Sher-Copier Machine Tremont	4,990	-	-	-	-	-	-	-
EE Sher-Metal Detector & Other Equip	747	-	-	-	-	-	-	-
EE Sher-Computers/Printers	-	3,700	3,700	-	-	-	-	-
EE Sher-BiDirectional Amplifier 800 MHz	-	25,000	20,000	-	-	-	-	-
EE Sher-Portable Radio	-	3,625	3,625	-	-	-	-	-
EE Sher-Remote Video Sensor Equipment	-	1,000	1,000	-	-	-	-	-
EE Sher-Remote Alarm 800 MHz Compatible	-	2,500	2,500	-	-	-	-	-
EE Sher-Evidence Bar Coding System	-	6,350	6,350	-	-	-	-	-
EE Sher-Automatic Veh Locate (AVL) System	-	130,000	130,000	-	-	-	-	-
EE Sher-Wireless 911	-	-	7,281	-	-	-	-	-
EE Sher-PC's	-	-	-	5,500	-	-	-	-
EE Sher-Video Cameras	-	-	-	1,400	-	-	-	-
EE Sher-Forensic Recovery Computer/software	-	-	-	8,529	-	-	-	-

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECTS PLAN FOR CONSIDERATION
FY02 BUDGET PLAN

	FY00 ACTUAL	FY01 PLAN	FY01 REVISED	FY02 PLAN	FY03 PLAN	FY04 PLAN	FY05 PLAN	Unprogrammed Needs
C. ELECTRONIC EQUIPMENT (cont.)								
EE Sher-Logging recorder telephone connect	-	-	-	3,500	-	-	-	-
EE Sher-Data 911 terminals	-	-	-	28,000	-	-	-	-
EE Sher-Cerulean Mobile Packet Cluster Softw	-	-	-	10,720	-	-	-	-
EE Sher-K DEK Portable Battery Analyzer	-	-	-	2,600	-	-	-	-
EE Sher-Law Enforcement Mgt Systems	-	-	200,000	250,000	-	-	-	-
EE Jail-Color Camera Replacement	-	5,400	5,400	5,700	-	-	-	-
EE Jail-Color Cameras	-	9,000	9,000	7,200	-	-	-	-
EE Jail-Color Monitor Replacement	-	4,200	4,200	3,750	-	-	-	-
EE Jail-B/W Camera Replacement	-	1,500	1,500	-	-	-	-	-
EE Jail-800 MHz Radios	-	58,954	93,590	-	-	-	-	-
EE Jail-Computers/Printers	-	4,550	4,550	800	-	-	-	-
EE Jail-BiDirectional Amplifier 800 MHz	-	20,000	20,000	-	-	-	-	-
EE Jail-Flat Screen Color Monitors	-	-	-	13,200	-	-	-	-
EE Treas-Copying Machine GS	-	-	-	10,000	-	-	-	-
EE Supr-Electronic Equipment	-	600	600	-	-	-	-	-
TOTAL ELECTRONIC EQUIP	1,527,625	875,504	1,548,958	1,798,099	326,500	83,000	88,500	-

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECTS PLAN FOR CONSIDERATION
FY02 BUDGET PLAN

	FY00 ACTUAL	FY01 PLAN	FY01 REVISED	FY02 PLAN	FY03 PLAN	FY04 PLAN	FY05 PLAN	Unprogrammed Needs
D. VEHICLES								
VE Sheriff Patrol Vehicles	138,310	132,000	122,000	110,000	-	-	-	-
VE Sheriff Patrol Veh-Fully Equipped	72,136	-	-	-	-	-	-	-
VE Sheriff Jail 15 Passenger Transport Van	23,497	-	24,000	24,000	-	-	-	-
VE Sheriff Used Investigation Vehicle	25,515	15,000	16,000	32,000	-	-	-	-
VE Health Inspection Vehicles	23,690	-	-	24,000	-	-	-	-
VE Health Dept Hd Vehicle	-	-	-	17,500	-	-	-	-
VE Plan & Dev-4 Wheel Dr Pickup Truck	-	20,000	16,958	-	-	-	-	-
VE Plan & Dev-Code Enforcement Vehicle	-	-	-	13,000	-	-	-	-
VE B&G 1 Ton Plow Truck	-	-	-	32,000	-	-	-	-
VE Risk Management Car	26	-	-	-	-	-	-	-
VE Vehicle Replacements	-	-	-	-	175,000	175,000	175,000	-
TOTAL VEHICLES	283,174	167,000	178,958	252,500	175,000	175,000	175,000	-

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECTS PLAN FOR CONSIDERATION
FY02 BUDGET PLAN

	FY00 ACTUAL	FY01 PLAN	FY01 REVISED	FY02 PLAN	FY03 PLAN	FY04 PLAN	FY05 PLAN	Unprogrammed Needs
E. OTHER PROJECTS								
OP Kahl Educational Center Contribution	35,000	-	-	-	-	-	-	-
OP Friends Of Brady Street Contribution	40,000	40,000	40,000	40,000	40,000	-	-	-
OP Fiber Optic Links	4,282	-	-	-	-	-	-	-
OP Putnam Museum IMAX Project	-	100,000	100,000	100,000	-	-	-	-
OP DavenportOne D1 Initiative	-	-	-	50,000	50,000	50,000	50,000	-
OP Scott County Library Bldg Renov Project	-	-	-	112,500	112,500	112,500	112,500	-
OP Buffalo Bill Museum Expansion Project	-	-	-	70,000	-	-	-	-
OP Scott County Family Y Multiple Expansion	-	-	-	87,500	87,500	87,500	87,500	-
OP First Tee of the Quad Cities	-	-	-	65,000	65,000	-	-	-
TOTAL OTHER PROJECTS	79,282	140,000	140,000	525,000	355,000	250,000	250,000	-
Conservation Projects	417,126	270,000	230,632	288,000	275,000	275,000	275,000	-
Secondary Roads Projects	630,315	950,000	950,000	1,100,000	900,000	900,000	900,000	-
GRAND TOTAL	3,408,429	6,819,226	4,777,224	9,664,215	4,038,500	3,703,820	2,613,520	5,787,506

**GROUP HEALTH FUND
FUND STATEMENT**

	Actual 1999-00	Budget 2000-01	Revised Estimate 2000-01	Budget 2001-02	% Change From Prior Budget
REVENUES & OTHER FINANCING SOURCES					
Miscellaneous	\$ 98,492	\$ 160,000	\$ -	\$ -	-100.0%
Subtotal Revenues	98,492	160,000	-	-	-100.0%
Other Financing Sources:	-	-	-	-	
Total Revenues & Other Sources	98,492	160,000	-	-	-100.0%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Nonprogram Current	\$ 210,257	\$ 225,000	\$ 80,000	\$ 65,000	-71.1%
Subtotal Expenditures	210,257	225,000	80,000	65,000	-71.1%
Other Financing Uses:	-	-	-	-	
Total Expenditures & Other Uses	210,257	225,000	80,000	65,000	-71.1%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(111,765)	(65,000)	(80,000)	(65,000)	0.0%
Beginning Fund Equity - July 1,	\$ (1,587)	\$ 685,255	\$ 147,812	\$ 67,812	-90.1%
Ending Fund Equity - June 30,	\$ (113,352)	\$ 620,255	\$ 67,812	\$ 2,812	-99.5%

SELF-INSURANCE FUND

FUND STATEMENT

	<u>Actual</u> <u>1998-99</u>	<u>Budget</u> <u>1999-00</u>	<u>Revised</u> <u>Estimate</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Use of Money & Property	\$ 74,878	\$ 77,062	\$ 58,434	\$ 61,356	-20.4%
Miscellaneous	438,209	-	-	-	0.0%
Subtotal Revenues	513,087	77,062	58,434	61,356	-20.4%
Other Financing Sources:	-	-	-	-	-
Total Revenues & Other Sources	513,087	77,062	58,434	61,356	-20.4%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Interprogram Services	\$ 516,161	\$ -	\$ -	\$ -	0.0%
Subtotal Expenditures	516,161	-	-	-	0.0%
Other Financing Uses:	-	-	-	-	-
Total Expenditures & Other Uses	516,161	-	-	-	0.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(3,074)	77,062	58,434	61,356	-20.4%
Beginning Fund Balance - July 1,	\$ 1,171,758	\$ 2,664,564	\$ 1,168,684	\$ 1,227,118	-53.9%
Ending Fund Balance - June 30,	\$ 1,168,684	\$ 2,741,626	\$ 1,227,118	\$ 1,288,474	-53.0%

**GOLF COURSE ENTERPRISE FUND
FUND STATEMENT**

	Actual	Budget	Revised	Budget	%
	<u>1999-00</u>	<u>2000-01</u>	<u>Estimate</u>	<u>2001-02</u>	<u>Change</u>
			<u>2000-01</u>		<u>From</u>
					<u>Prior</u>
					<u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Charges For Services	\$ 1,249,929	\$ 1,310,988	\$ 1,310,988	\$ 1,391,545	6.1%
Use of Money & Property	15,172	15,000	15,000	15,000	0.0%
Miscellaneous	<u>1,509</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	0.0%
Subtotal Revenues	1,266,611	1,326,988	1,326,988	1,407,545	6.1%
Other Financing Sources:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenues & Other Sources	1,266,611	1,326,988	1,326,988	1,407,545	6.1%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
County Environment	<u>\$ 1,120,106</u>	<u>\$ 1,163,261</u>	<u>\$ 1,167,643</u>	<u>\$ 1,214,058</u>	4.4%
Subtotal Expenditures	1,120,106	1,163,261	1,167,643	1,214,058	4.4%
Other Financing Uses:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Expenditures & Other Uses	1,120,106	1,163,261	1,167,643	1,214,058	4.4%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	146,505	163,727	159,345	193,487	18.2%
Beginning Fund Equity - July 1,	\$ (1,641,896)	\$ (2,536,633)	\$ (1,426,648)	\$ (1,267,303)	-50.0%
Ending Fund Equity - June 30,	\$ (1,495,391)	\$ (2,372,906)	\$ (1,267,303)	\$ (1,073,816)	-54.7%



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SERVICE AREA: Public Safety		PROGRAM: County Attorney Administration (12A)			
ACTIVITY: Legal Services		ORGANIZATION: Attorney			
PROGRAM MISSION: To administer and direct the work product and policies of the professional and administrative staff of the County Attorney's office for the benefit of Scott County citizens who seek justice and legal assistance by providing advice, council, and resolution of legal issues					
PROGRAM OBJECTIVES:					
1. To maintain administration cost as a percent of department budget below 12%.					
2. To maintain administration personnel as a percent of departmental personnel below 10%.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Authorized personnel (FTE's)		37.0	37.0	37.0	37.0
2. Departmental budget expended		\$1,924,055	\$2,010,134	\$2,179,717	\$2,177,217
3. Organizations requiring liaison and coordination		110	110	110	110
WORKLOAD					
1. Prosecution of Class A felonies and major case management		55%	55%	55%	55%
2. Time spent on personnel administration		18%	18%	18%	18%
3. Time spent on fiscal management		14%	14%	14%	14%
4. Time spent on liaison activities and coordination		8%	8%	8%	8%
5. Time spent on miscellaneous activities		5%	5%	5%	5%
PRODUCTIVITY					
1. Administration cost as a percent of departmental budget		10%	10%	10%	10%
2. Administration personnel as a percent of departmental budget		8%	8%	8%	8%
EFFECTIVENESS					
1. Program performance budget objectives accomplished		100%	100%	100%	100%
ANALYSIS:					
Authorized personnel for Attorney total remains at 37.0 FTE's. During FY00 one paralegal position (12B) was eliminated due to a resignation. This position remained open and was filled October 2000 by an addition to attorney staff (12B), the first in 22 years.		budget, as expenditures are rare. The majority of supply expenses has been, and continues to be, expended in the Criminal Prosecution Division.			
The Department requested a review of a secretary position, two paralegal positions, an intake coordinator position and four secretary positions for possible hay point upgrades. Following a review by the Human Resources Department and the Hay Point Committee no changes were recommended other than changing the title from secretary to legal secretary. The department has appealed this recommendation and the positions are currently being looked at again by the Human Resources Department and the Hay Point Committee.					
Overtime for Administration is limited to the Executive Secretary, and is minimal at a projected 25 hours per fiscal year.					
Administration non-salary expenses are projected to remain flat or have been reduced from FY00 levels.					
Administration does not carry a supply					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Attorney Administration (12A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
X County Attorney		0.50	0.50	0.50	0.50	0.50
Y First Assistant Attorney		0.40	0.40	0.40	0.40	0.40
511-A Office Administrator		1.00	1.00	1.00	1.00	1.00
252-A Executive Secretary		0.75	0.75	0.75	0.75	0.75
141-C Clerk II		0.40	0.40	0.40	0.40	0.40
TOTAL POSITIONS		3.05	3.05	3.05	3.05	3.05
REVENUE SUMMARY:						
Miscellaneous		\$12	\$0	\$0	\$0	\$0
TOTAL REVENUES		\$12	\$0	\$0	\$0	\$0
APPROPRIATION SUMMARY:						
Personal Services		\$187,805	\$198,774	\$200,321	\$217,598	\$212,834
Expenses		2,226	7,000	6,300	6,300	6,300
TOTAL APPROPRIATIONS		\$190,031	\$205,774	\$206,621	\$223,898	\$219,134

SERVICE AREA: Public Safety		PROGRAM: Criminal Prosecution (12B)			
ACTIVITY: Legal Services		ORGANIZATION: Attorney			
PROGRAM MISSION: To successfully prosecute indictable offense crimes occurring within Scott County and provide investigative assistance to law enforcement agencies within our jurisdiction for the protection of citizenry by striving to be responsive while functioning as a source of legal recourse					
PROGRAM OBJECTIVES:					
1. To ensure the number of indictable cases closed is at least 90% of cases filed.					
2. To ensure the number of non-indictable cases closed is at least 90% of cases filed.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. New felony		1,169	1,200	1,200	1,200
2. New indictable traffic, serious and aggravated misdemeanor cases		3,127	4,500	4,500	4,500
3. New simple misdemeanor cases filed		43,675	45,000	45,000	45,000
4. Juvenile intake of delinquent, CHINA, Terminations		631	800	800	800
5. Average open indictable cases		3,778	3,000	3,000	3,000
WORKLOAD					
1. Trials held indictable		184	150	150	150
2. Trials set non-indictable		1,672	1,800	1,800	1,800
3. Cases disposed of indictable		4,223	7,000	7,500	7,500
4. Trials disposed of non-indictable		45,132	45,000	45,000	45,000
5. Uncontested juvenile hearings		1,688	1,800	1,800	1,800
6. Evidentiary juvenile hearings		302	300	300	300
PRODUCTIVITY					
1. Cost per indictable case disposed of (65%)		\$188.57	\$104.60	\$121.67	\$121.45
2. Cost per non-indictable case disposed of (10%)		\$2.83	\$2.74	\$3.18	\$3.18
3. Cost per juvenile uncontested/evidentiary hearing (25%)		\$160.62	\$93.26	\$108.48	\$108.29
EFFECTIVENESS					
1. Open indictable cases per attorney		343	300	300	300
2. Non-indictable closed/percentage of cases filed		97%	90%	90%	90%
3. Indictable closed as a percentage of cases filed		103%	90%	90%	90%
4. Percentage of Juvenile cases going to hearing		99%	98%	98%	98%
ANALYSIS:					
<p>The Clerk of Court and the County Attorney's Office provide case related statistics used in both demand and workload indicators.</p> <p>Most demand indicators remain stable from FY01. (D.4) Juvenile intake of delinquent, CHINA, terminations has been decreased as the Juvenile division continues to see a lower intake reflecting fewer petitions filed by Juvenile Court Services. (D.5) Average open indictable cases, was also decreased for FY02. Open indictable cases reflect the number of cases brought to the office for prosecution.</p> <p>Workload indicators have also seen some fluctuation. Indicators for (W.1) Trials held indictable was decreased from FY'00 budget of 200 trials to 150 trials, and (W.6) Evidentiary juvenile hearings have been decreased from FY'00 budget of 600 hearings to 300 hearings. These performance measures reflect cases that would have normally gone to trial. This is a positive factor indicating that either defendants have pled guilty or have accepted a plea agreement. This reduction validates workload by the</p>		<p>division and benefits both the County and the department from cost savings realized when a trials are not required.</p> <p>Overtime for the Criminal Prosecution division continues to be monitored and is attributed to case related paralegal activity. Support staff overtime has been eliminated.</p> <p>Total supplies and expenses are projected to increase 15.08% or \$19,432. \$15,963 of this increase is attributed to the Criminal Prosecution line item, Professional Services. This is necessitated because the Des Moines Lab and the State Medical Examiner no longer provide prosecutors with the assistance they have previously. This means the County Attorney must employ private labs to evaluate evidence and hire expert witnesses to testify in trial. The University of Iowa also no longer provides child abuse experts and the press has reported that child abuse experts are leaving Iowa blaming the state for lack of compensation.</p> <p>Fluctuation in both revenue and expense for FY'01 projected is due to two non-renewable grants from the Riverboat</p>		<p>Development Authority and the Scott County Regional Authority. Grants are \$22,500 for alcohol breath testing equipment (equipment), and \$15,000 for a Child Protection Response Team Conference (expense).</p> <p>An expense of \$10,000 has been included in the FY02 budget request to continue funding, for the second year, the special domestic violence abuse prosecutor. The Board approved this expenditure from forfeited asset fund balance December 1999. This funding ends in January 2001. The Board will be considering this request at a Committee of the Whole Session in January.</p> <p>Projected revenue under miscellaneous is from drug forfeitures, annually estimated at \$10,000. Appropriate expenditures from this revenue source are dependent on the revenue generated and the carry-over of unexpended fund balance from previous years.</p> <p>Admin recommended reductions under expenses of \$2,500 are: \$1,500 from victim/witness expense and \$1,000 from legal transcripts expense.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Criminal Prosecution (12B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
X County Attorney		0.20	0.20	0.20	0.20	0.20
Y First Assistant Attorney		0.35	0.35	0.35	0.35	0.35
Y Deputy First Assistant Attorney		3.00	3.00	3.00	3.00	3.00
A Assistant Attorney I		8.00	9.00	9.00	9.00	9.00
323-A Case Expeditor		1.00	1.00	1.00	1.00	1.00
252-A Executive Secretary		0.25	0.25	0.25	0.25	0.25
252-A Paralegal		2.75	1.75	1.75	1.75	1.75
223-C Victim/Witness Coordinator		1.00	1.00	1.00	1.00	1.00
191-C Intake Coordinator		1.00	1.00	1.00	1.00	1.00
177-C Legal Secretary		2.00	2.00	2.00	2.00	2.00
141-C Clerk II		3.50	3.50	3.50	3.50	3.50
Z Summer Law Clerk		0.76	0.76	0.76	0.76	0.76
TOTAL POSITIONS		23.81	23.81	23.81	23.81	23.81
REVENUE SUMMARY:						
Intergovernmental		\$8,930	\$0	\$37,500	\$0	\$0
Fees and Charges		228	0	0	0	0
Fines & Forfeitures		15,816	10,000	16,000	10,000	10,000
Miscellaneous		2,691	0	520	0	0
TOTAL REVENUES		\$27,665	\$10,000	\$54,020	\$10,000	\$10,000
APPROPRIATION SUMMARY:						
Personal Services		\$1,117,703	\$1,203,840	\$1,191,836	\$1,300,030	\$1,280,038
Equipment		2,294	9,000	31,500	9,000	9,000
Expenses		125,429	66,290	104,543	97,546	95,046
Supplies		33,080	35,175	34,175	35,351	35,351
TOTAL APPROPRIATIONS		\$1,278,506	\$1,314,305	\$1,362,054	\$1,441,927	\$1,419,435

SERVICE AREA: Public Safety		PROGRAM: Child Support Recovery (12C)			
ACTIVITY: Legal Services		ORGANIZATION: Attorney			
PROGRAM MISSION: To collect court ordered support payments nationwide for dependent children residing in the County by providing a system of legal recourse					
PROGRAM OBJECTIVES:					
1. To keep the level of active cases and new cases filed at appropriate levels to properly serve the public need.					
2. To file the required court actions in appropriate numbers to serve the public need.					
3. To keep the cost per court action at an acceptable level.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Average active cases		12,880	13,000	13,000	13,000
2. New cases filed		2,208	2,000	2,000	2,000
WORKLOAD					
1. Number of court actions filed or ordered		11,440	10,700	12,000	12,000
2. Number of notices sent		4,187	4,500	4,500	4,500
PRODUCTIVITY					
1. Cost per court action filed, ordered or notices sent		\$15.32	\$15.56	\$17.83	\$17.83
EFFECTIVENESS					
1. Return on investment		0%	6.00%	6.00%	6.00%
ANALYSIS:					
<p>Demand indicator (D.1) Average active cases, is projected at 13,000 active cases open, a decrease from FY'00 budget of 15,000. (D.2) New cases filed has been projected to increase for FY02 demonstrating demand for services.</p> <p>Workload indicator (W.1) Number of court actions filed or ordered is projected to remain stable. (W.2) Number of notices sent has been reduced dramatically from FY'00 budget of 8,000 to 4,500 based on a change in workload assigned to the unit. During FY99, the specialized customer service unit in Waterloo assumed responsibility for sending the majority of Income Withholding Orders. To replace this work, the Davenport unit now tracks Medical Notices in conjunction with IWO's. State managers consider Medical Notices an important indicator to track as the unit continually works to improve medical support to its clients.</p> <p>The productivity indicator (P.1) Cost per court action filed, ordered or notices sent will also increase from the previous budget of \$10 to approximately \$17 based on the reduced number of notices sent.</p>		<p>This program is fully funded by the state grant, Child Support Recovery Reimbursement, which covers all salary, benefit, and operation costs. In addition, the County is paid an administrative fee, approximately 6% over the cost of total appropriations. This assures participating counties that they bear no expense by participating in the program and that counties are compensated for appropriate indirect costs. FY00 administrative fee - \$14,078, FY01 - \$13,585. Return on investment (E.1) will remain at approximately 6% due to the administrative fee.</p> <p>The CSRU Regional Collections Administrator has requested an increase in budget line Professional Services due to difficult cases requiring more private investigators and processors. This increase is required as the County's contract with the state reimburses according to the funding level established. No reimbursement can be made for any excess amount over the funding level.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Child Support Recovery (12C)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
252-A Child Support Recovery Aide		3.00	3.00	3.00	3.00	3.00
177-C Legal Secretary		1.00	1.00	1.00	1.00	1.00
162-C Clerk III		1.00	1.00	1.00	1.00	1.00
141-C Clerk II		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		6.00	6.00	6.00	6.00	6.00
REVENUE SUMMARY:						
State Grants & Reimbursements		\$258,993	\$267,800	\$264,419	\$289,919	\$289,919
Miscellaneous		180	0	0	0	0
TOTAL REVENUES		\$259,173	\$267,800	\$264,419	\$289,919	\$289,919
APPROPRIATION SUMMARY:						
Personal Services		\$219,276	\$245,423	\$238,084	\$258,084	\$255,174
Expenses		13,893	10,750	12,750	18,250	18,250
TOTAL APPROPRIATIONS		\$233,169	\$256,173	\$250,834	\$276,334	\$273,424

SERVICE AREA: Public Safety		PROGRAM: Corporation Counsel/Civil Division (12D)			
ACTIVITY: Law Enforcement		ORGANIZATION: Attorney			
PROGRAM MISSION: To supervise insurance counsel litigation; service civil commitments, and provide representation for the County, its officers and divisions by providing representation in civil litigation					
PROGRAM OBJECTIVES:					
1. To respond to all litigation requests during the year.					
2. To respond to all non-litigation requests during the year.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Requests for non-litigation services		216	200	200	200
2. Requests for litigation services		263	250	250	250
3. Major case litigation		N/A	5	5	5
WORKLOAD					
1. Non-litigation services provided		223	200	200	200
2. Litigation services provided		254	250	250	250
3. Major case resolution		N/A	5	5	5
PRODUCTIVITY					
1. Cost per non-litigation service provided (55%)		\$548.39	\$608.32	\$680.78	\$680.78
2. Cost per litigation service provided (45%)		\$393.93	\$398.17	\$445.60	\$445.60
EFFECTIVENESS					
1. Litigation requests responded to		100%	100%	100%	100%
2. Non-litigation requests responded to		100%	100%	100%	100%
ANALYSIS:					
<p>The FY'02 PPB indicators for this program show stability through the budget year. Indicators reflect requested County Attorney opinions, litigation services for the County, and mental health hearings.</p> <p>A new indicator is Major Cases. This indicator reflects the impact of major cases such as Edison v Montgomery Kone Elevator/Scott County and the ongoing jail litigation suit. These cases are extremely time consuming, sometimes requiring years to reach resolution, and are cases where the County could be exposed to substantial loss.</p> <p>Supplies used by the division are minimal and are absorbed by 12B Criminal Prosecution. Expenses are projected to remain stable and include travel, schools of instruction, memberships, and commercial services consisting of published forfeiture notices.</p> <p>Effectiveness indicators are projected to remain at 100% as the division responds to all litigation and non-litigation requests.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Corporation Counsel/Civil (12D)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
X County Attorney		0.30	0.30	0.30	0.30	0.30
Y First Assistant Attorney		0.25	0.25	0.25	0.25	0.25
A Assistant Attorney II		1.00	1.00	1.00	1.00	1.00
A Assistant Attorney I		1.00	1.00	1.00	1.00	1.00
252-A Paralegal		0.25	0.25	0.25	0.25	0.25
177-C Legal Secretary		1.00	1.00	1.00	1.00	1.00
141-C Clerk II		0.10	0.10	0.10	0.10	0.10
Z Summer Law Clerk		0.24	0.24	0.24	0.24	0.24
TOTAL POSITIONS		4.14	4.14	4.14	4.14	4.14
APPROPRIATION SUMMARY:						
Personal Services		\$220,736	\$231,882	\$239,071	\$245,358	\$244,323
Expenses		1,613	2,000	2,200	2,200	2,200
TOTAL APPROPRIATIONS		\$222,349	\$233,882	\$241,271	\$247,558	\$246,523

SERVICE AREA: Public Safety		PROGRAM: Public Health Safety (20D/F/G)			
ACTIVITY: Public Safety		ORGANIZATION: Health Department			
PROGRAM MISSION: To provide care and meet the needs and expectations of our customers in their time of emergency, death, and incarceration, while striving for a safer and healthier community.					
PROGRAM OBJECTIVES:					
1. Emergency Medical Services: Assure quality assurance reviews for 100% of all 911 requests for emergency medical services.					
2. Jail Health: Maintain 90% of all inmate medical contacts within the facility. Only 10% would be seen or cared for off site (dental, hospital and Special Services.)					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Emergency Medical Services: total Scott County population		158,591	158,591	159,458	159,458
2. Medical Examiner: total deaths in Scott County		1,480	1,348	1,348	1,348
3. Jail Health: number of inmate medical contacts		2,608	3,500	3,500	3,500
WORKLOAD					
1. Emergency Medical Services: Total runs		19,143	18,500	19,000	19,000
2. Medical Examiner: # of cases requiring Medical Examiner Services		312	310	310	310
3. Jail Health: number of health related contacts provided within Jail		2,386	3,150	3,150	3,150
PRODUCTIVITY					
1. Emergency Medical Services: cost/citizen for EMS service coord		\$0.33	\$0.35	\$0.37	\$0.37
2. Medical Examiner: cost/citizen for Medical Examiner services		\$0.73	\$0.70	\$0.76	\$0.76
3. Jail Health: cost/citizen for jail health services		\$2.22	\$2.36	\$2.33	\$2.33
EFFECTIVENESS					
1. Emergency Medical Services: % of population being served by EMS		12%	12%	12%	12%
2. Medical Examiner: % of deaths being served by Medical Examiner		21%	23%	23%	23%
3. Jail Health: % of inmate health care provided within the Jail		91.00%	90.00%	90.00%	90.00%
ANALYSIS:					
<p>The FY02 PPB indicators for this program show that projections for EMS Services (D.1., W.1., P.1., E.1.) will remain approximately stable with FY'01 projections. Projections for Medical Examiner Services (D.2., W.2., P.2., E.2.) are in line with FY'01 projections. The number of inmate medical contacts (D.3.) decreased in FY'00, but are projected to return to FY'99 actual level due to health screenings being performed on all inmates transferred to other facilities, based on projections for FY'01.</p> <p>Revenues for this program are projected to increase 38.8% or \$7,000 over FY'01 projections due to projections in reimbursable expenses for federal prisoners.</p> <p>Non-salary costs are recommended to increase 3% or \$11,215. This increase is primarily due to a projected increase in the cost of autopsies, transportation and morgue charges (\$9,000). Effective January 1, 2001, there will be no Pathologist available to do autopsies locally. Therefore, any autopsies done will have to go to Des Moines or Rockford. In addition, dental services for correctional health is increased \$5,000 (this is only for extractions.) This increase is offset by a \$2,000 decrease in x-ray services based on past usage.</p> <p>The department projects \$127 or 6.8% in overtime costs based on past history.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Public Health Safety (20D/F/G)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
417-A Public Health Services Coordinator		1.00	1.00	1.00	1.00	1.00
366-A Public Health Nurse		1.00	1.00	1.00	1.00	1.00
162-A Resource Specialist		0.60	0.60	0.60	0.60	0.60
Z Health Services Professional		0.30	0.30	0.30	0.30	0.30
TOTAL POSITIONS		2.90	2.90	2.90	2.90	2.90
REVENUE SUMMARY:						
Intergovernmental		\$8,336	\$8,336	\$8,336	\$8,336	\$8,336
Miscellaneous		24,851	8,000	9,700	16,700	16,700
TOTAL REVENUES		\$33,187	\$16,336	\$18,036	\$25,036	\$25,036
APPROPRIATION SUMMARY:						
Personal Services		\$136,614	\$164,662	\$147,547	\$163,544	\$162,791
Equipment		0	565	565	0	0
Expenses		381,235	372,827	372,827	384,475	384,475
Supplies		7,653	3,617	3,617	3,749	3,749
TOTAL APPROPRIATIONS		\$525,502	\$541,671	\$524,556	\$551,768	\$551,015

SERVICE AREA: Public Safety		PROGRAM: Sheriff Administration (28A)			
ACTIVITY: Law Enforcement		ORGANIZATION: Sheriff			
PROGRAM MISSION: To administer the Sheriff's offices various functions providing citizens of and visitors to Scott County with law enforcement related activities according to their various needs.					
PROGRAM OBJECTIVES:					
1. To maintain administrative staff to department personnel ratio of 2.9% or less.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Authorized personnel (FTE's)		140.70	140.70	141.30	141.30
2. Department budget		\$7,383,539	\$8,523,409	\$9,711,712	\$9,118,833
WORKLOAD					
1. Percent of time spent on personnel administration		25%	25%	25%	25%
2. Percent of time spent on fiscal management		25%	25%	25%	25%
3. Percent of time spent on liaison activities and coordination		25%	25%	25%	25%
4. Percent of time spent on miscellaneous activities		25%	25%	25%	25%
PRODUCTIVITY					
1. Administration cost as a percent of department budget		2.70%	2.45%	2.31%	2.47%
2. Administration personnel as a percent of departmental personnel		1.84%	1.84%	1.84%	1.84%
EFFECTIVENESS					
1. Program performance objectives accomplished		100%	100%	100%	100%
ANALYSIS:					
<p>Total departmental revenues are recommended to increase \$157,199 or 25.9% as compared to last year. The increase is due to a \$41,609 increase in intergovernmental revenues, and a \$93,980 increase in charges for services. A more complete explanation of these changes will be discussed in their respective programs.</p> <p>The total departmental budget (D.2) is recommended to increase \$87,503 or 1.0%. Total personal services are recommended to increase \$666,172 or 9.8% over last year. Total departmental expenses are recommended to decrease \$535,012 or 35.4%. The jail cap established in FY'00 has led to the recommendation of \$400,000 being budgeted for service contracts, which covers the cost of housing prisoners out of county. This is a reduction of \$542,450 from the FY'01 budget. The reduction is made possible because the jail population is significantly lower than projections due to many alternative programs being used instead of incarceration. From October 16, 2000 through December 31, 2000, no prisoners were being housed out-of-county.</p>		<p>Total departmental supplies are recommended to decrease \$41,300 or 6.6%, due to a reduction in grocery expenditures in the Corrections Division. Total non-salary expenses are recommended to decrease \$578,669 or 26.2%. The department has submitted one request for an addition part-time transportation officer position in the corrections program, which has been recommended by the Human Resources Department. The department has also submitted several organizational change requests for upgrades of current positions. After review by the Human Resources department, the following Hay point recommendations were made: Chief Correctional Supervisor from 390 to 449; Lead Bailiff from 220 to 262: Sr. Clerk -Jail from 177 to 191; Bailiff from 169/151 to 220; and Clerk I - Records from 125 to 141.</p> <p>Total non-salary appropriations for the administration program (27A) are recommended to increase 1.1% over last year. The FY02 PPB indicators for the Sheriffs Office show that Jail population and prisoner transportation continue to be major factors in</p>		<p>budget considerations.</p> <p>Other programs continue to operate with little or no new outside driving influences affecting budget requests.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Sheriff Administration (28A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
X Sheriff		1.00	1.00	1.00	1.00	1.00
Y Chief Deputy		1.00	1.00	1.00	1.00	1.00
228-A Office Supervisor		0.60	0.60	0.60	0.60	0.60
TOTAL POSITIONS		2.60	2.60	2.60	2.60	2.60
REVENUE SUMMARY:						
Miscellaneous		\$1,141	\$500	\$0	\$500	\$500
TOTAL REVENUES		\$1,141	\$500	\$0	\$500	\$500
APPROPRIATION SUMMARY:						
Personal Services		\$189,615	\$197,975	\$197,204	\$206,065	\$205,430
Equipment		766	1,450	1,450	1,450	1,450
Expenses		7,059	10,430	9,300	10,530	10,530
Supplies		6,016	6,800	1,200	6,900	6,900
TOTAL APPROPRIATIONS		\$203,456	\$216,655	\$209,154	\$224,945	\$224,310

SERVICE AREA: Public Safety		PROGRAM: Patrol (28B)			
ACTIVITY: Law Enforcement		ORGANIZATION: Sheriff			
PROGRAM MISSION: To provide uniformed law enforcement functions to citizens of and visitors to Scott County by providing 24 hour a day patrol in Scott County.					
PROGRAM OBJECTIVES:					
1. To maintain average response time of 9.5 minutes or less.					
2. To maintain cost per hour of preventive patrol of \$28.00 or less.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Calls for service		14,476	8,064	9,000	9,000
2. Calls for assistance		6,638	6,492	6,700	6,700
3. Number self initiated activities		11,046	8,280	11,000	11,000
WORKLOAD					
1. Court appearances as witnesses		161	152	175	175
2. Hours on preventive patrol		19,875	20,108	20,000	20,000
PRODUCTIVITY					
1. Cost per response/self initiated activity (64%)		\$33.23	\$47.47	\$44.50	\$44.38
2. Cost per hour of preventive patrol (36%)		\$30.25	\$30.33	\$33.41	\$33.33
3. Number of traffic citations		3,731	3,940	4,000	4,000
EFFECTIVENESS					
1. Average response time per call (minutes)		9.2	10.3	10.0	10.0
2. Number of traffic accidents		399	280	350	350
ANALYSIS:					
<div>Revenues for the program are recommended to increase \$4,760 or 8.2% due to a \$8,500 increase in grant revenue from the Governor's Traffic Safety Bureau grant and the IDHP - Tobacco Retailer Compliance grant, offsetting a \$4,000 reduction in reimbursements from other governments.</div> <div>Overtime is recommended to increase \$2,691 or 4.4% with total personal services increasing \$132,433 or 8.6%. The increase in overtime is due to \$16,500 being requested for the two grants listed above that will be reimbursed. There continues to be one grant funded position working as a liaison with the Pleasant Valley Community School District. Funds for this position come from the COPS Program and the Pleasant Valley Community School District.</div> <div>Total equipment appropriations are recommended to increase \$425 or 3.8%. Total expenses are recommended to decrease \$400 or 0.6% under last year. Total supplies are recommended to increase \$6,250 or 6.0% due to increases in fuel costs. The budget as recommended will lead to an increase of \$6,275 or 3.5% in non-salary appropriations.</div> <div>Calls for service (D.1) are recommended to increase 11.6% over FY'01 projections due to current trends. Indicators (D.2 and D.3) are also recommended to increase slightly over FY'01 projections. Hours on preventative patrol (W.2) are recommended to remain approximately at current levels. Average response time per call (E.1) is recommended to remain at the FY'01 level, however average response times have grown and self initiated activities (D.3) dropped last year due to each patrol shift being short due to FML and regular sick leave issues. Efforts are in place to bring the times below 9 minutes again. All other indicators are recommended as submitted.</div>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Patrol (28B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
519-A Captain		1.00	1.00	1.00	1.00	1.00
464-A Lieutenant		4.00	4.00	4.00	4.00	4.00
451-E Sergeant		4.00	4.00	4.00	4.00	4.00
329-E Deputy		18.00	18.00	18.00	18.00	18.00
TOTAL POSITIONS		27.00	27.00	27.00	27.00	27.00
REVENUE SUMMARY:						
Intergovernmental		\$63,412	\$53,666	\$56,486	\$59,166	\$59,166
Fees and Charges		1,258	1,100	560	560	560
Miscellaneous		4,166	3,200	0	3,000	3,000
TOTAL REVENUES		\$68,836	\$57,966	\$57,046	\$62,726	\$62,726
APPROPRIATION SUMMARY:						
Personal Services		\$1,483,727	\$1,532,568	\$1,543,566	\$1,665,001	\$1,656,981
Equipment		25,194	11,200	11,000	11,625	11,625
Expenses		58,922	65,340	62,640	64,940	64,940
Supplies		102,115	103,800	76,666	115,050	110,050
TOTAL APPROPRIATIONS		\$1,669,958	\$1,712,908	\$1,693,872	\$1,856,616	\$1,843,596

SERVICE AREA: Public Safety		PROGRAM: Corrections Division (28C)			
ACTIVITY: Law Enforcement		ORGANIZATION: Sheriff			
PROGRAM MISSION: To provide safe and secure housing and care for all inmates under the custody of the Scott County Sheriff.					
PROGRAM OBJECTIVES:					
1. To provide safe and secure housing and care for all inmates under the custody of the Scott County Sheriff with no escapes or deaths.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Persons booked		5,263	7,000	7,300	7,300
2. Average daily jail population		224.2	233	240	240
3. Persons released		5,308	6,995	7,295	7,295
4. Average length of stay of inmates processed		15.6	14.0	13.0	13.0
5. Prisoners handled by bailiff		9,801	9,856	10,400	10,400
6. Extraditions received		360	380	400	400
WORKLOAD					
1. Meals served		255,423	255,000	262,800	262,800
2. Number of persons finger printed		2,617	3,600	4,200	4,200
3. Prisoner days		82,055	85,000	87,600	87,600
4. Number of prisoners transported		1,046	1,500	1,900	1,900
5. Inmates per correctional officer on duty-day/evening/night		18/24/32	16/25/25	16/25/25	16/25/25
6. Mental health commitments transported		47	45	50	50
PRODUCTIVITY					
1. Operating cost per prisoner day		\$46.87	\$51.59	\$62.14	\$56.22
2. Food cost per meal		\$0.87	\$0.90	\$0.95	\$0.95
3. Paid inmate days/cost out-of-county		6072/\$219780	9092/\$500000	15000/\$900000	6,667/\$400000
4. Cost per prisoner in court		\$24.43	\$28.86	\$30.23	\$30.23
EFFECTIVENESS					
1. Average number of sentenced inmates		61.5	50	50	50
2. Percentage of felons to total population		56.0%	59%	58.0%	58.0%
3. Prisoner escapes from jail		0	0	0	0
4. Prisoner escapes during transportation		0	0	0	0
5. Prisoner escapes during court		1	0	0	0
6. Number of deaths in jail		1	0	0	0
ANALYSIS:					
<p>The main factor affecting the budget of Corrections division remains to be the Jail population cap that was imposed in FY'00. The cap limited the number of prisoners that can be housed in the Jail to 208. This has led to the recommendation of \$400,000 for service contracts for housing inmates out of the county. This is a reduction of \$542,450 or 57.6% as compared to FY'01. The projection is based upon FY'00 actual amounts and FY'01 projections, and assumes that the effect of alternative programs remains fairly constant. Total expenses for the program are recommended to decrease \$485,122 or 45.7% due primarily to the above-mentioned factor. Supplies are recommended to decrease \$50,550 or 10.9% due to reductions in groceries and miscellaneous supplies.</p> <p>Total personnel services are recommended to increase \$434,844 or 12.4% due to salaries and health/medical benefits increasing. Overtime for the program is recommended to remain at the FY'01 level of \$203,136. An organizational change request was submitted for one additional part-time bailiff/transport officer to assist in moving</p>		<p>prisoners. The Human Resources Department has recommended this change. One Bailiffs position continues to be funded with monies from the City of Davenports' Block Grant.</p> <p>Total equipment appropriations are recommended to decrease \$3,787 or 8.5% as compared to FY'01.</p> <p>Total appropriations for the program are recommended to decrease \$104,615 or 2.1% with non-salary appropriations decreasing \$539,459 or 34.4% as compared to last year.</p> <p>Total revenues for the program are recommended increase \$117,729 or 37.6%. Increases will be seen in the Local Law Enforcement Grant (\$29,444) and in Care-keep charges (\$40,000). Booking fees are also recommended to increase \$39,500 due to the City of Davenport using the jail for it's booking.</p> <p>All demand indicators are consistent with projections for FY01 and with FY00 actual amounts. However, the persons booked (D.1) and released (D.3) number is up due to centralized booking with the Davenport Police Dept. This has also reduced our average</p>		<p>length of stay of inmates processed (D.4). All other indicators are consistent with past years and are recommended as presented.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Corrections Division (28C)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Y Second Chief Deputy		1.00	1.00	1.00	1.00	1.00
449-A Corrections Captain		0.00	0.00	0.00	1.00	1.00
390-A Chief Correction Supervisor		1.00	1.00	1.00	0.00	0.00
353-A Support Program Supervisor		1.00	1.00	1.00	1.00	1.00
353-A Corrections Lieutenant		3.00	3.00	3.00	3.00	3.00
332-A Corrections Sergeant		3.00	4.00	4.00	4.00	4.00
283-H Lead Correction Officer		10.00	10.00	10.00	10.00	10.00
262-A Lead Bailiff		0.00	0.00	0.00	1.00	1.00
246-H Correction Officer		40.20	40.20	43.20	43.20	43.20
223-A Food Service Manager		1.00	1.00	1.00	1.00	1.00
220-A Lead Bailiff		1.00	1.00	1.00	0.00	0.00
220-A Bailiffs		0.00	0.00	0.00	7.30	6.70
191-C Senior Accounting Clerk		0.00	0.00	0.00	1.00	1.00
177-C Senior Clerk		1.00	1.00	1.00	0.00	0.00
176-H Jail Custodian/Correction Officer		1.00	1.00	1.00	1.00	1.00
162-A Clerk III		1.00	1.00	1.00	1.00	1.00
151-A Bailiffs		6.70	6.70	6.70	0.00	0.00
125-C Clerk I		0.50	0.50	0.50	0.50	0.50
125-H Jail Custodian		1.00	1.00	1.00	1.00	1.00
122-C Cook		2.80	2.80	2.80	2.80	2.80
TOTAL POSITIONS		75.20	76.20	79.20	79.80	79.20
REVENUE SUMMARY:						
Intergovernmental		\$29,843	\$6,000	\$38,444	\$39,444	\$39,444
Fees and Charges		465,989	307,000	355,700	391,250	391,250
Miscellaneous		735	0	25	35	35
TOTAL REVENUES		\$496,567	\$313,000	\$394,169	\$430,729	\$430,729
APPROPRIATION SUMMARY:						
Personal Services		\$3,076,278	\$3,501,006	\$3,635,997	\$3,954,475	\$3,884,337
Equipment		20,992	44,762	39,000	40,975	40,975
Expenses		279,857	1,062,626	504,960	1,077,504	577,504
Supplies		347,565	461,950	389,800	411,400	411,400
TOTAL APPROPRIATIONS		\$3,724,692	\$5,070,344	\$4,569,757	\$5,484,354	\$4,914,216

SERVICE AREA: Public Safety		PROGRAM: Support Services Division (28H)			
ACTIVITY: Law Enforcement		ORGANIZATION: Sheriff			
PROGRAM MISSION: To the best of our ability, provide quality service to the citizens of, and visitors to, Scott County Iowa, and the agencies we serve by handling their requests for service and/or information in a timely, efficient, effective and dedicated manner.					
PROGRAM OBJECTIVES:					
1. To handle all requests for service made to Support Services.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Number of 9-1-1 calls		17,973	19,348	20,000	20,000
2. Number of non 9-1-1 calls		129,597	119,724	124,000	124,000
3. Number of communications transactions		234,076	228,796	230,000	230,000
WORKLOAD					
1. Number of EMD calls handled		N/A	968	1,000	1,000
2. Number of warrants entered		N/A	1,080	1,100	1,100
3. Number of warrant validations		N/A	1,848	2,000	2,000
PRODUCTIVITY					
1. Cost per 9-1-1 call (10%)		\$4.29	\$4.42	\$5.15	\$5.10
EFFECTIVENESS					
1. Crime rate (per 1,000 population) - Part I		16.2	20.2	18.0	18.0
2. Crime rate (per 1,000 population) - Part II		61.8	68.6	65.0	65.0
3. Crime clearance rate		17.70%	11.10%	15.00%	15.00%
ANALYSIS:					
<p>Total revenues for the program are recommended to increase \$9,825 or 72.2% over last year due to increases in weapons permits and refunds and reimbursements. The new budget revenue figure of \$23,425 is consistent with FY'00 actual and projected amounts for FY'01.</p> <p>Total personal services are recommended to increase \$39,557 with wage increases and health/medical benefits being the primary reasons. Overtime for the program is requested for \$26,600 which is the same as FY'01. Total expenses for the program are recommended to decrease \$24,690 or 7.9% due to reductions in commercial services and estimates of operating costs for the new 800MHz-radio system. Supplies are recommended to increase \$50 or 0.3% over last year.</p> <p>The program budget as recommended will have non-salary appropriations decreasing \$26,840 or 7.8%, and total program costs increasing \$12,717 or 1.1%.</p> <p>The number of 9-1-1 calls (D.1) is recommended to increase 2027 over FY'99 actual and is consistent with the projected</p>		<p>amount for FY'01. The number of non 9-1-1 calls (D.2) is recommended to remain approximately at the FY'01 level. This corresponds to the projected amount for FY'00. All other indicators are consistent with projections and vary only slightly from last year and are recommended as submitted.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Support Services Division (28H)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
417-A Support Services Director		1.00	1.00	1.00	1.00	1.00
300-A Chief Telecommunications Operator		1.00	1.00	1.00	1.00	1.00
245-A Lead Telecommunications Operator		3.00	3.00	3.00	3.00	3.00
228-A Telecommunications Operator		8.00	8.00	8.00	8.00	8.00
228-A Office Supervisor		0.40	0.40	0.40	0.40	0.40
191-C Senior Accounting Clerk		1.00	1.00	1.00	1.00	1.00
177-C Senior Clerk		2.00	2.00	2.00	2.00	2.00
162-A Clerk III		1.00	1.00	1.00	1.00	1.00
141-C Clerk II		1.00	1.00	1.00	1.50	1.50
125-C Clerk I		0.50	0.50	0.50	0.00	0.00
TOTAL POSITIONS		18.90	18.90	18.90	18.90	18.90
REVENUE SUMMARY:						
Licenses and Permits		\$13,099	\$12,100	\$12,000	\$14,075	\$14,075
Fees and Charges		1,565	1,500	1,750	1,750	1,750
Miscellaneous		4,726	0	7,500	7,600	7,600
TOTAL REVENUE		\$19,390	\$13,600	\$21,250	\$23,425	\$23,425
APPROPRIATION SUMMARY:						
Personal Services		\$756,402	\$823,249	\$806,612	\$916,726	\$857,692
Equipment		4,544	12,700	0	10,500	10,500
Expenses		183,678	313,745	241,310	299,055	289,055
Supplies		16,790	16,400	3,600	16,450	16,450
TOTAL APPROPRIATIONS		\$961,414	\$1,166,094	\$1,051,522	\$1,242,731	\$1,173,697

SERVICE AREA: Public Safety		PROGRAM: Criminal Investigations Division (281)			
ACTIVITY: Law Enforcement		ORGANIZATION: Sheriff			
PROGRAM MISSION: To provide for processing of civil documents and investigation of crimes to citizens of and visitors to Scott County by Scott County Sheriff's deputies.					
PROGRAM OBJECTIVES:					
1. To investigate all cases submitted for follow-up.					
2. To serve 85% or more of all process documents received.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Process documents received		12,542	13,240	14,000	14,000
2. Number of investigations assigned		N/A	348	350	350
WORKLOAD					
1. Process documents tried to serve		12,542	13,740	14,000	14,000
2. Number of investigations per officer		383	87	90	90
3. Number of mental commitments		326	284	350	350
PRODUCTIVITY					
1. Cost per document tried to serve		\$19.27	\$18.41	\$19.19	\$19.19
2. Cost per investigation conducted		\$1,452.55	\$1,713.06	\$1,812.26	\$1,812.26
EFFECTIVENESS					
1. Number of attempts to serve processed documents		22,505	24,476	24,000	24,000
2. Number of documents unable to be served		424	304	300	300
3. Percent of documents successfully served		97.2%	98%	100%	100%
ANALYSIS:					
<p>The Criminal Investigation Division is responsible for revenues and expenditures for investigation, forfeited assets, and civil deputies. There were no organizational changes requested or recommended for this program. The program continues to have two deputies funded by grants. One deputy is funded through the Narcotics control grant and revenues of \$46,600 are recommended for the program to continue. Another deputy is funded through the Stop Violence Against Women Program and \$37,665 in revenue is recommended for this program.</p> <p>Total fees and charges revenue is recommended to increase \$10,020 or 7.2%. Total revenue for the program is recommended to increase \$24,885 or 11.2%.</p> <p>Total personal services for the program are recommended to increase \$51,273 or 6.6% with overtime recommended to remain at the FY'01 level of \$41,185. Equipment purchases are recommended to increase \$3,205 in order to continue upgrading the laboratory facilities for evidence processing. Total expenses are recommended to decrease \$24,900 or 42.8% under last year. All of the</p> <p>decrease can be attributed to prisoner extradition costs being moved from this program to the corrections division. Supplies are recommended to increase \$2,850 or 8.3% due to increases in fuel costs. The budget as submitted will result in non-salary appropriations decreasing \$18,845 or 20.0% and total appropriations increasing \$32,428 or 3.7% for the Criminal Investigations Division.</p> <p>Process documents received (D.1) are recommended to increase slightly over FY'01 levels. The number of investigations assigned (D.2) is a new indicator that replaced extradition's received which was moved to corrections. The number of investigations per officer (W.2) is also a new indicator for FY'02. Both productivity indicators (P.1, P.2) are recommended to increase based upon previously mentioned appropriation increases. All other indicators are recommended as submitted.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY					
PROGRAM: Criminal Investigations Division (28I)					
	1999-00 ACTUAL	2000-01 BUDGET	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
AUTHORIZED POSITIONS:					
519-A Captain	1.00	1.00	1.00	1.00	1.00
451-E Sergeant	2.00	2.00	2.00	2.00	2.00
329-E Deputy	10.00	10.00	10.00	10.00	10.00
TOTAL POSITIONS	13.00	13.00	13.00	13.00	13.00
REVENUE SUMMARY:					
Intergovernmental	\$77,034	\$81,600	\$85,360	\$84,265	\$84,265
Fees and Charges	147,038	140,100	154,120	150,120	150,120
Miscellaneous	25,128	0	15,000	12,200	12,200
TOTAL REVENUES	\$249,200	\$221,700	\$254,480	\$246,585	\$246,585
APPROPRIATION SUMMARY:					
Personal Services	\$739,668	\$771,129	\$788,268	\$825,711	\$817,766
Equipment	1,933	1,500	9,900	4,705	4,705
Expenses	52,916	58,200	27,050	33,300	33,300
Supplies	29,648	34,500	23,886	39,350	37,350
TOTAL APPROPRIATIONS	\$824,165	\$865,329	\$849,104	\$903,066	\$893,121

SERVICE AREA: Public Safety		PROGRAM: Emergency Care & Transfer (37A)			
ACTIVITY: Emergency Services		ORGANIZATION: Buffalo Volunteer Ambulance			
PROGRAM MISSION: To provide high quality, high value, Emergency Medical Services and health care transportation in Scott County. We strive to provide a high degree of professionalism and quality care through highly trained volunteers and employees and state of the technology and equipment.					
PROGRAM OBJECTIVES: 1. To maintain the number of active volunteers at no less than 25. 2. To ensure that the number of runs exceeding 15 minute response time are 3% or less.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Calls for service		326	325	325	325
WORKLOAD					
1. Calls answered		322	325	325	325
PRODUCTIVITY					
1. Cost per call		\$437.08	\$440.62	\$455.85	\$455.85
EFFECTIVENESS					
1. Number of volunteers		30	30	30	30
2. Percent of runs exceeding 15 minute response time		1%	1%	1%	1%
3. County subsidy as a percent of program costs		23%	22%	22%	22%
ANALYSIS:					
<p>The FY02 PPB indicators for this program show that calls for service (D.1) and calls answered (W.2) are expected to remain stable for FY'02. Cost per call (P.1) is expected to increase slightly as a result of higher personnel costs. Number of volunteers (E.1) continues to be a concern as although there are 30 listed on the roster, less than that are actually active with considerable coverage being provided for by paid staff. Revenues are expected to increase slightly over FY'01 budget but inline with FY'00 actuals.</p> <p>During the FY'00 year Buffalo was placed on Probation by the Iowa Dept. of Public Health for not being able to respond to several calls in their service area and not having appropriate back up coverage in place. They currently have a mutual aid agreement in place with Medic through the end of calendar year, which needs to be renewed.</p> <p>It is recommended that Scott County funding to Buffalo at a base amount of \$22,650 and the reserve funding of \$10,000 be held in a contingency fund and that Buffalo needs to demonstrate the desire and ability to look at long range solutions to handle their area in an acceptable manner. This would include developing innovative partnership arrangements where possible. Staff recommends that payment of subsidy be granted only on a quarterly basis after quarterly information is received and that there is demonstration of collaborative efforts to better integrate their service into a comprehensive county EMS system.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Emergency Care & Transfer (37A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Volunteers		25.00	25.00	30.00	30.00	
TOTAL POSITIONS		25.00	25.00	30.00	30.00	
REVENUE SUMMARY:						
Municipal Subsidy		\$17,000	\$14,000	\$14,000	\$14,000	
Service Fees		75,423	70,000	70,000	75,000	
Other		10,050	22,000	22,000	22,000	
SUB-TOTAL REVENUES		\$102,473	\$106,000	\$106,000	\$111,000	
Scott County Contribution		22,650	22,650	22,650	22,650	-
Funding Reserve		10,000	10,000	10,000	10,000	32,650
TOTAL COUNTY CONTRIBUTION		\$32,650	\$32,650	\$32,650	\$32,650	\$32,650
TOTAL REVENUES		\$135,123	\$138,650	\$138,650	\$143,650	
APPROPRIATION SUMMARY:						
Personal Services		\$27,702	\$25,200	\$25,200	\$30,200	
Equipment		14,934	37,500	37,500	37,500	
Expenses		91,067	70,950	70,950	70,950	
Supplies		1,157	2,000	2,000	2,000	
Occupancy		7,627	7,500	7,500	7,500	
TOTAL APPROPRIATIONS		\$142,487	\$143,150	\$143,150	\$148,150	

SERVICE AREA: Public Safety		PROGRAM: Emergency Care & Transfer (42A)			
ACTIVITY: Emergency Services		ORGANIZATION: Durant Volunteer Ambulance			
PROGRAM MISSION: To provide high quality, high value, Emergency Medical Services and health care transportation in Scott County. Durant strives to provide a high degree of professionalism and quality care through highly trained volunteers and employees and state of the technology and equipment.					
PROGRAM OBJECTIVES:					
1. To maintain the number of active volunteers at no less than 25.					
2. To ensure that the number of runs exceeding 15 minute response time ar 2% or less.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Calls for service		512	491	500	500
WORKLOAD					
1. Calls answered		512	491	500	500
PRODUCTIVITY					
1. Cost per call		\$214.09	\$273.54	\$300.00	\$382.40
EFFECTIVENESS					
1. Number of volunteers		24	26	26	26
2. Percent of runs exceeding 15 minute response time		1%	1%	1%	1%
3. County subsidy as a percent of program cost		11%	8%	8%	8%
ANALYSIS:					
<p>The FY02 PPB indicators for this program shows that calls for service (D.1) and calls answered (W.1) are expected to increase slightly over FY'01 projections. The number of runs in the Walcott and Walcott I-80 interchange area continue to grow. Durant calls continue to be evenly split between Scott, Cedar and Muscatine Counties with 170 runs during FY'00 from Scott County of which 70 were from the I-80 Truckstop. Cost per call (P.1) is expected to increase greatly due to the purchase of a new ambulance and continued write off of bad debt. The number of volunteers (E.1) continues to be stable with the recruitment of a number of new members. Durant continues to be an efficiently run service, but there is a continued reminder to submit quarterly budget and indicator information into the county on time. Durant is requesting that their county subsidy be increased from \$10,300 to \$20,000 to compensate for bad debt incurred at the Walcott I-80 Truckstop. Of the 70 calls to that area during FY'00, 30 were uncollectable. It is recommended that Scott County fund Durant at their requested level of \$20,000 on</p>		<p>the condition that they continue to look at developing innovative relationships where possible. Staff recommends that the payment of their subsidy be on a quarterly basis after quarterly information is received and that there is demonstration of collaborative efforts to better integrate their service into a comprehensive county EMS system.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Emergency Care & Transfer (42A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Volunteers		30.00	30.00	30.00	30.00	
TOTAL POSITIONS		30.00	30.00	30.00	30.00	
REVENUE SUMMARY:						
Political Subdivision Contracts		\$21,475	\$22,800	\$22,800	\$22,800	
Services		78,239	74,000	74,000	91,000	
Contributions		8,265	8,000	8,000	8,500	
Other		1,634	3,900	3,900	4,100	
SUB-TOTAL REVENUES		\$109,613	\$108,700	\$108,700	\$126,400	
Scott County Contribution		10,300	10,300	10,300	20,000	20,000
TOTAL REVENUES		\$119,913	\$119,000	\$119,000	\$146,400	
APPROPRIATION SUMMARY:						
Equipment		\$0	\$21,000	\$21,000	\$69,000	
Expenses		79,492	95,310	95,310	105,200	
Supplies		7,376	11,500	11,500	10,500	
Occupancy		4,409	6,500	6,500	6,500	
TOTAL APPROPRIATIONS		\$91,277	\$134,310	\$134,310	\$191,200	

SERVICE AREA: Public Safety		PROGRAM: Emergency Preparedness (68A)			
ACTIVITY: Emergency Services		ORGANIZATION: Emergency Management Agency			
PROGRAM MISSION: To provide planning, information dissemination and inter-agency coordination to ensure Scott County jurisdictions can respond to, recover from and reduce the effect of natural, manmade or technological emergencies or disasters.					
PROGRAM OBJECTIVES:					
1. Conduct or participate in 200 planning events, meetings or coordination activities.					
2. Conduct or attend 30 training events.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Give, receive or offer 30 training events/exercises annually		40	30	30	30
2. Review/update all 22 sections of the multi-hazard plan annually		288	22	20	20
3. Devote 20% of time (380 hrs) to maintaining RERP annually		380	20%	20%	20%
4. Devote 30% of time (570 hrs) to meetings/coord activities annually		570	30%	30%	30%
WORKLOAD					
1. Number of training hours presented/received		146	200	200	200
2. Number of hours devoted to plan revisions.		22	380	380	380
3. Number of hours devoted to maintaining RERP.		1,475	380	380	380
4. Number of meeting/coordination hours.		655	570	570	570
PRODUCTIVITY					
1. Cost per hour for training/exercise participation (30%)		\$127.27	\$151.96	\$153.67	\$153.67
2. Cost per planning hour (20%)		\$96.77	\$53.92	\$53.92	\$53.92
3. Cost per hour devoted to RERP (20%),		\$48.89	\$53.92	\$53.92	\$53.92
4. Cost of meeting/coordination hour (30%).		\$42.56	\$53.92	\$53.92	\$53.92
EFFECTIVENESS					
1. Percentage of training completed		66%	100%	100%	100%
2. Percentage of multi-hazard plan review/revision completed.		100%	100%	100%	100%
3. Percentage of RERP review/revision completed.		92%	100%	100%	100%
4. Percentage of meeting/coordination hours completed.		115%	100%	100%	100%
ANALYSIS:					
The FY02 PPB indicators for this program reflect a more accurate portrayal of what is actually accomplished given the requirements imposed by local, state and federal authorities. The State off Iowa has again reduced the amount of funding to Scott County EMA by \$5,000. This has been offset by the use of intergovernmental funds. This will be an issue for the EMA Governing Board to address during its budget approval meeting.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Emergency Preparedness (68A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Director		1.00	1.00	1.00	1.00	
TOTAL POSITIONS		1.00	1.00	1.00	1.00	
REVENUE SUMMARY:						
Intergovernmental		\$20,756	\$25,849	\$28,100	\$49,660	
Miscellaneous		44,730	50,100	47,100	23,743	
SUB-TOTAL REVENUES		\$65,486	\$75,949	\$75,200	\$73,403	
Scott County Contribution		25,357	25,357	25,357	25,357	\$25,357
TOTAL REVENUES		\$90,843	\$101,306	\$100,557	\$98,760	
APPROPRIATION SUMMARY:						
Personal Services		\$54,571	\$54,900	\$57,810	\$60,932	
Equipment		18,397	11,500	11,000	11,300	
Capital Improvements		284	4,500	0	1,000	
Expenses		18,912	24,300	16,200	21,325	
Supplies		3,160	6,100	4,950	4,100	
TOTAL APPROPRIATIONS		\$95,324	\$101,300	\$89,960	\$98,657	

SERVICE AREA: Public Safety		PROGRAM: Emergency Care & Transfer (45A)			
ACTIVITY: Emergency Services		ORGANIZATION: LeClaire Volunteer Ambulance Service			
PROGRAM MISSION: To provide high quality, high value, Emergency Medical Services and health care transportation in Scott County. LeClaire strives to provide a high degree of professionalism and quality care through highly trained volunteers and employees and state of the art technology and equipment.					
PROGRAM OBJECTIVES:					
1. To maintain the number of active volunteers at no less than 20.					
2. To ensure that the number fo runs exceeding 15 minute response time are 3% or less.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Calls for service		487	500	525	525
WORKLOAD					
1. Calls answered		484	500	525	525
PRODUCTIVITY					
1. Cost per call		\$215.60	\$352.00	\$363.05	\$363.05
EFFECTIVENESS					
1. Number of volunteers		20	20	20	20
2. Percent of runs exceeding 15 minute response time		2%	2%	2%	2%
3. County subsidy as a percent of program cost		19%	19%	25%	19.00%
ANALYSIS:					
<p>The FY'02 PPB indicators for this program show that calls for service (D.1) and calls answered (W.1) are expected to increase 5% over FY'01 projections, while cost per call (P.1) is expected to increase by 3%. Number of volunteers (E.1) continues to be of concern as although there are 20 listed on the roster there are times when providing coverage is difficult. Revenues are projected to increase substantially, in part by increased ambulance service fees and reimbursements. Expenses are also expected to increase, primarily for increased Personnel costs.</p> <p>During the FY'00 year LeClaire was placed on Probation by the Iowa Dept. of Public Health for not being able to respond to several calls in their service area and not having appropriate back up coverage in place. They currently have a mutual aid agreement in place with Medic through the end of the calendar year, which needs to be renewed. On 12/29/01 LeClaire's license was suspended by the Iowa Dept. of Public health pending an investigation of a 12/1/01 incident invdving that service.</p> <p>It is recommended that Scott County</p>		<p>funding to LeClaire at a base amount of \$22,044 and the reserve funding of \$10,000 be held in a contingency fund pending the future status of the service and until LeClaire discusses long range solutions, so that, their area is covered in an acceptable manner. This would include developing innovative partnership arrangements. Staff recommends that future payment of subsidy be granted only on a quarterly basis after quarterly information is received and that there is demonstration of collaborative efforts to better integrate their service into a comprehensive county EMS system.</p>			

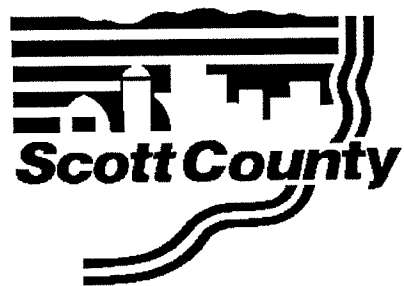
FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Emergency Care & Transfer (45A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Volunteers		20.00	20.00	20.00	20.00	
TOTAL POSITIONS		20.00	20.00	20.00	20.00	
REVENUE SUMMARY:						
Gifts and Donations		\$32,927	\$3,000	\$3,000	\$1,000	
Riverdale Subsidy		2,250	2,250	2,250	2,250	
Princeton Subsidy		1,500	1,500	1,500	1,500	
Interest Income		492	450	450	300	
Ambulance Fees		97,097	85,000	137,475	137,500	
Other Income		3	0	0	0	
SUB-TOTAL REVENUES		\$134,269	\$92,200	\$144,675	\$142,550	
Scott County Contribution		22,044	22,044	22,044	37,044	-
Funding Reserve		10,000	10,000	10,000	10,000	32,044
TOTAL COUNTY CONTRIBUTION		\$32,044	\$32,044	\$32,044	\$47,044	\$32,044
TOTAL REVENUES		\$166,313	\$124,244	\$176,719	\$189,594	
APPROPRIATION SUMMARY:						
Personal Services		\$47,825	\$43,240	\$93,610	\$19,291	
Equipment		-	4,500	4,500	4,000	
Expenses		101,342	78,400	78,600	83,400	
Supplies		5,504	2,500	2,500	2,500	
Occupancy		8,183	7,000	7,000	8,500	
TOTAL APPROPRIATIONS		\$162,854	\$135,640	\$186,210	\$117,691	

SERVICE AREA: Public Safety		PROGRAM: Medic Emergency Medical Services (47A)			
ACTIVITY: Emergency Services		ORGANIZATION: MEDIC E.M.S.			
PROGRAM MISSION: To provide high quality, high value, emergency medical services and health care transportation to the Eastern Iowa and Western Illinois region. DHAC will be the primary transporter for out of hospital patients in our service area. We strive to provide a high degree of professionalism and quality care through highly trained employees and state of the art technology and equipment.					
PROGRAM OBJECTIVES:					
1. To continue to provide quality care by maintaining response time at 4.5 minutes or less.					
2. Increase the number of training hours to 250.					
PERFORMANCE INDICATORS		1999-00	2000-01	2001-02	2001-02
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
Request for ambulance services in Scott County		17,677	17,200	18,000	18,000
Request for EMD services in Davenport, Bettendorf, & Illinois		N/A	6,300	6,400	6,400
Request for wheelchair shuttle services		N/A	2,000	1,800	1,800
WORKLOAD					
1. Number of continuing education (CE) hours		363	200	200	200
2. Number of BLS emergencies		4,377	5,000	4,000	4,000
3. Number of ALS emergencies		4,551	4,000	6,000	6,000
4. Number of transfers		5,479	6,000	5,000	5,000
5. Cancelled or refused services		N/A	2,200	3,000	3,000
6. Number of community education hours		N/A	100	100	100
PRODUCTIVITY					
1. Cost/unit hour		\$88.85	\$85.00	\$82.66	\$82.66
2. Cost per call		\$226.29	\$223.40	\$247.06	\$247.06
3. Patient transports/unit		0.33	0.40	0.35	0.35
EFFECTIVENESS					
1. Response time in minutes-Scott County service area		4.6	4.5	4.6	4.6
2. Revenue as a percent of program cost		100%	100%	86%	86%
3. Percent of emergency response greater than 8 minutes		5.80%	6.50%	6.50%	6.50%
4. Fractile response time-Scott County service area		N/A	90%	90%	90%
ANALYSIS:					
Requests for service (D.1) are expected to increase by 5% over FY'01 projections , but only 2% over FY'00 actuals. Medic has added a number of new indicators during FY'00 which better reflect the activities of their Agency. It is important to recognize the considerable number of runs that Medic makes throughout Scott County as a primary or back up service and the excellent response times that occur (E.1, E.3, E.4). Revenue as a percent of program cost (E.2) is not expected to exceed expenditures for the first time since the mid-80's. The Federal Government through the Health Care Financing Agency (HCFA), is in the process of changing the way it provides reimbursements to health care providers for medicare patients. Under the new system it is entirely possible that Medic will be reimbursed at a lower rate. At the present time revenue stream adjustments are unknown. Be reminded that since the early 1980's Scott County has had a deficit financing agreement with our local hospitals which states that if Medic should operate at a deficit , the county is responsible to pick up 67% of the deficit and the hospitals 33% up to		a County capped contribution of \$175,000. For that reason as a contingency, staff recommends placing \$100,000 in the Medic budget.			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: MEDIC E.M.S. (47A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Director		1.00	1.00	1.00	1.00	
Supervisor Paramedic, EMT		60.00	60.00	60.00	60.00	
Medical Director		0.15	0.15	0.15	0.15	
Secretary/Bookkeeper		1.00	1.00	1.00	1.00	
Manager		3.00	3.00	3.00	3.00	
System Status Controller		12.00	12.00	11.00	11.00	
Support Staff		2.00	2.00	2.00	2.00	
Wheelchair/Shuttle Operator		12.00	12.00	10.00	8.00	
TOTAL POSITIONS		91.15	91.15	88.15	86.15	
REVENUE SUMMARY:						
Net Patient Revenue		\$3,019,583	\$3,256,230	\$3,466,380	\$2,820,000	
Other Support		1,053,983	1,133,000	1,003,300	1,000,000	
Genesis Medical Center		0	0	0	175,000	
Davenport Medical Center		0	0	0	175,000	
SUB-TOTAL REVENUE		\$4,073,566	\$4,389,230	\$4,469,680	\$4,170,000	
Scott County Contribution		0	0	0	175,000	100,000
TOTAL REVENUES		\$4,073,566	\$4,389,230	\$4,469,680	\$4,345,000	
APPROPRIATION SUMMARY:						
Personal Services		\$2,757,066	\$2,941,000	\$2,978,100	\$3,103,650	
Equipment		18,614	15,000	15,000	15,000	
Expenses		1,051,214	1,080,000	1,076,000	1,103,500	
Supplies		119,269	120,000	111,000	115,000	
Occupancy		110,880	105,000	105,000	110,000	
TOTAL APPROPRIATIONS		\$4,057,043	\$4,261,000	\$4,285,100	\$4,447,150	

SERVICE AREA: Public Safety		PROGRAM: Emergency Care & Transfer (53A)			
ACTIVITY: Emergency Services		ORGANIZATION: Wheatland Emergency Medical Services			
PROGRAM MISSION: To provide high quality, high value, Emergency Medical Services and health care transportation in our service area. We strive to provide a high degree of professionalism and quality care through highly trained volunteers and state of the art technology and equipment.					
PROGRAM OBJECTIVES:					
1. To increase number of volunteers and provide compassionate and efficient care to the community.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Calls for service		112	120	120	120
WORKLOAD					
1. Calls answered in Scott County		N/A	24	24	24
PRODUCTIVITY					
1. Cost per call		\$433.04	\$402.02	\$402.02	\$402.02
EFFECTIVENESS					
1. Number of volunteers		20	20	20	20
2. Percent of runs exceeding 15 minute response time		0.15%	2.00%	2.00%	2.00%
3. Percent of contribution by Scott County to program		10%	6%	6%	6%
ANALYSIS:					
<p>Wheatland Ambulance Service serves the very northwestern portion of Scott County which a number of years ago was served by Durant. The New Liberty portion of their area has been served by Bennett for the past several years. Calls for service (D.1) and calls answered (W.1) are expected to remain stable with FY'01 projections. Cost per call (P.1) is also expected to remain stable as will number of volunteers (E.1), although stability of the volunteer workforce always remains a concern. Revenues and expenditures are expected to increase only slightly for FY'02. Staff continues to recommend that payment of subsidy be granted on a quarterly basis only after quarterly indicator and financial information is received. There still is a need to develop an appropriate funding formula for the equitable distribution of county dollars to volunteer ambulance services. In the meantime until such a formula is established it is recommended that the County continue to fund Wheatland at the current level of \$2,800.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Emergency Care & Transfer (53A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Volunteers		20.00	20.00	20.00	20.00	
TOTAL POSITIONS		20.00	20.00	20.00	20.00	
REVENUE SUMMARY:						
Ambulance Revenue	\$27,326	\$30,000	\$30,000	\$30,000		
Interest and Donations	1,580	3,200	3,200	3,200		
State Education Fund	0	0	404	404		
Fund Raiser	369	500	12,000	12,000		
Miscellaneous Revenue	0	100	100	100		
Political Subdivisions	10,922	12,557	12,557	12,557		
SUB-TOTAL REVENUE	\$40,197	\$46,357	\$58,261	\$58,261		
Scott County Contribution	2,800	2,800	2,800	2,800		2,800
TOTAL COUNTY CONTRIBUTION	\$2,800	\$2,800	\$2,800	\$2,800		\$2,800
TOTAL REVENUE	\$42,997	\$49,157	\$61,061	\$61,061		
APPROPRIATION SUMMARY:						
Equipment	\$294	\$6,500	\$6,500	\$6,500		
Expenses	31,831	35,550	36,150	36,150		
Supplies	4,299	5,050	5,800	5,800		
Occupancy	1,436	1,400	1,400	1,400		
TOTAL APPROPRIATIONS	\$37,860	\$48,500	\$49,850	\$49,850		



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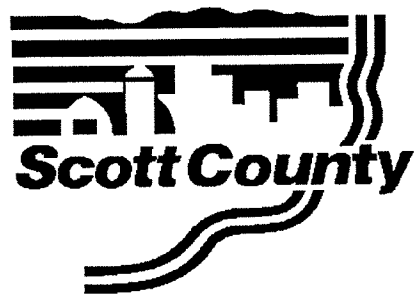
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SERVICE AREA: Court Services		PROGRAM: Juvenile Detention (22B)			
ACTIVITY: Court Proceedings		ORGANIZATION: Juvenile Court Services			
PROGRAM MISSION: To ensure the health, education, and well being of youth through the development of a well trained, professional staff.					
PROGRAM OBJECTIVES:					
1. To have no escapes from Juvenile Detention.					
2. To maintain cost per client at \$136 per day.					
PERFORMANCE INDICATORS		1999-00	2000-01	2001-02	2001-02
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
1. Persons admitted		369	400	400	400
2. Average daily detention population		8.45	9.00	9.00	9.00
3. Days of out-of-county client care		277	250	250	250
4. Total days of client care		3,092	3,250	3,250	3,250
WORKLOAD					
1. Intakes processed		369	400	400	400
2. Babysits		48	100	100	100
3. Visitors processed		2,963	3,000	3,000	3,000
PRODUCTIVITY					
1. Minutes per intake		30	30	30	30
2. Hours per babysits		4	4	4	4
3. Visitors processed per day		8	9	9	9
4. Cost per client per day		\$120	\$130	\$136	\$136
EFFECTIVENESS					
1. Escapes from detention		0	0	0	0
2. Special incidents by detainees requiring staff intervention		10	30	30	30
3. Average daily detention population as a percent of facility capacity		85%	85%	85%	85%
4. Average length of stay per resident (days)		8	9	9	9
5. Revenues collected		\$106,535	\$80,000	\$90,000	\$90,000
ANALYSIS:					
<p>The FY02 PPB indicators for this program show (D.1) Persons admitted, remaining stable at 400. If expansion plan proceed, persons admitted could be as high as 450 during the 4th quarter of FY02.</p> <p>Proposed expansion will affect all indicators. (D.2) Average daily population, could go to a high of 15 residents per day. (D.3) Days of out-of-county client care will remain volatile dependant on the needs of Scott County and the decisions of Juvenile Court Officers. Officers make decisions regarding the need to bump an out-of-county placement based on the severity of the crime and the availability of in-home detention services. After detention center expansion, out-of-county client care days could reach 325, with (D.4) Total days of client care reaching 3400.</p> <p>The availability of extra holding areas, as well as increased efficiency of the Center, will impact the number of (W.2) Baby-sits each year. At present the Center turns away many baby-sits due to lack of space to temporarily detain residents.</p> <p>(P.1) Average length of stay per client,</p>		<p>per day, is impacted by the amount of space available for residents. Juvenile Court Officers have complained that residents must be released due to space considerations before there is a suitable placement, or before detention has had the desired impact.</p> <p>(P.4) Average cost per client per day, dependant on expansion, could increase to \$150 to \$190. These numbers reflect the need for additional staff, food and supplies for residents, as well as added revenues due to increased capacity.</p> <p>(E.2) Special incidents by detainees requiring staff intervention are impacted by numerous factors. Juvenile crime is not predictable nor is the placement criterion of various Juvenile Court Officers. However, as the detention population gets younger, and mentally ill youth are housed in detention centers, special incidents will increase.</p> <p>(E.5) Revenues collected are difficult to ascertain from year to year. Revenues are dependent on the availability of grant monies, space for out-of-county residents, and state reimbursement funds. During the last two years, detention has been reimbursed by the</p>		<p>state at between 11% to 14% of the total budget. If that rate of reimbursement continues, and expansion proceeds, the County could be reimbursed up to \$210,00. This number includes the cost of expansion plus operating cots.</p> <p>Administration recommended reductions in equipment, expense, and supply line items are based on deleting expansion-based requests from the department. If expansion occurs during FY02, then budget amendments will be necessary. It is anticipated that the expansion will be completed at the start of FY03.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Juvenile Detention (22B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
71-A Juvenile Detention Center Director		0.00	0.00	0.00	1.00	1.00
749-A Juvenile Detention Center Director		1.00	1.00	1.00	0.00	0.00
308-A Operations Supervisor		0.00	1.00	1.00	1.00	1.00
215-A Detention Youth Supervisor		0.00	0.00	0.00	10.40	10.40
204-A Senior Detention Youth Worker		1.00	0.00	0.00	0.00	0.00
169-A Detention Youth Worker		9.80	9.80	10.40	0.00	0.00
TOTAL POSITIONS		11.80	11.80	12.40	12.40	12.40
REVENUE SUMMARY:						
Intergovernmental		\$63,252	\$64,600	\$70,761	\$59,600	\$59,600
Fees and Charges		44,033	35,000	35,000	45,000	45,000
TOTAL REVENUES		\$107,285	\$99,600	\$105,761	\$104,600	\$104,600
APPROPRIATION SUMMARY:						
Personal Services		\$409,311	\$452,956	\$486,826	\$551,890	\$548,496
Equipment		621	1,800	2,900	7,400	2,400
Expenses		3,996	10,750	11,000	12,350	11,150
Supplies		21,490	23,900	23,200	27,250	26,150
TOTAL APPROPRIATIONS		\$435,418	\$489,406	\$523,926	\$598,890	\$588,196

SERVICE AREA: Court Services		PROGRAM: Court Support Costs (23B)			
ACTIVITY: Court Proceedings		ORGANIZATION: Non-Departmental			
PROGRAM MISSION: The Alternative Sentencing program is designed to provide community service workers through the court system by implementing the successful completion of their sentences. Court Support costs also includes associated Grand Jury expense.					
PROGRAM OBJECTIVES:					
1. To perform 65,000 hours of community service.					
2. To maintain completed sentences at 70%.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Community service sentencing (CSS) referrals		630	650	650	650
2. Community service sentencing secondary referrals		181	150	150	150
3. Average monthly caseload		343	350	350	350
4. Community service hours ordered		94,413	95,000	95,000	95,000
WORKLOAD					
1. Community service sentences completed		495	500	500	500
2. Agencies used for community service completions		683	650	650	650
3. Community service hours performed		63,136	65,000	65,000	65,000
4. Average monthly caseload		343	350	350	350
5. Withdrawn community service sentences		296	120	120	120
PRODUCTIVITY					
1. Cost per completed sentence		\$42.66	\$42.24	\$45.13	\$45.13
2. Cost per hour performed		\$0.33	\$0.32	\$0.35	\$0.35
EFFECTIVENESS					
1. Completed community service sentences		78%	77%	77%	77%
ANALYSIS:					
<p>The FY02 PPB indicators for this program reflect activity under the Alternative Sentencing Program directed by the SAFER Foundation of Iowa. Program costs are paid 50% by the 7th Judicial District and 50% by Scott County.</p> <p>Demand indicators are projected to remain stable and are controlled by referrals from judges, magistrates, and the Batterer's Education Program. A change in the charging of driving under suspension, from a serious to a simple misdemeanor, has had an impact on demand and workload indicators. Judges no longer order community service and the Department of Transportation collects fines.</p> <p>The Service Coordinator continues to be proactive in reducing secondary referrals, which are used when the initial referral was not successful. Declines noted in both (D.2) Community service sentencing secondary referrals, and (W.2) Agencies used for community service completions is positive, indicating successful initial referrals.</p> <p>(W.5) Withdrawn community service sentences are a result of parole or probation being revoked and the offender being sent to</p>		<p>prison. The Service Coordinator works closely with probation and parole officers to determine if community service has been completed or if the order should be withdrawn. A clean up of case backlog is reflected by a reduction in the indicator.</p> <p>The expense associated with the SAFER Program is included under the general expenses category for this program. Also included are the rental costs for housing the Juvenile Court Services Offices off campus during the remodeling of the Bi-Centennial Building and County Courthouse.</p> <p>All other expense items stem from the grand jury and Juvenile Justice County Base Program. Revenue is attributed to: 1) Court Appointed Fees-payments from adults and juveniles for a court appointed attorney; 2) court fines; 3) refunds and reimbursements-payments for court costs; and 4) Juvenile Justice County Base, which is offset by expense line, Juvenile Justice Hearing Expense, for items such as newspaper notices paid by the County and reimbursed by the state.</p> <p>The State's Juvenile Justice Base</p>		<p>program used to require Counties to first expend funds for the program and then any amount over the base was reimbursed to the Counties by the State. This was a separate PPB program at that time. Now, the County only remits the base amount (\$33,700) to the State. This base amount and now the Juvenile Court Services are paid from this PPB program. This accounts for the low amount expended in FY00.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Court Support Costs (23B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
REVENUE SUMMARY:						
Intergovernmental		\$0	\$15,000	\$15,000	\$15,000	\$15,000
Fees and Charges		29,584	31,715	31,715	31,715	31,715
Fines and Forfeitures		438	0	500	500	500
Miscellaneous		27,785	12,500	27,785	27,785	27,785
TOTAL REVENUES		\$57,807	\$59,215	\$75,000	\$75,000	\$75,000
APPROPRIATION SUMMARY:						
Expenses		\$22,221	\$72,682	\$90,182	\$143,466	\$143,466
Supplies		1,487	1,600	1,600	1,600	1,600
TOTAL APPROPRIATIONS		\$23,708	\$74,282	\$91,782	\$145,066	\$145,066



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SERVICE AREA: Physical Health & Education		PROGRAM: Assessment (20H/I/J)			
ACTIVITY: Physical Health Services		ORGANIZATION: Health Department			
PROGRAM MISSION: To provide health assessment services to Scott County by: A) Monitoring health status to identify community health problems; B) Diagnosing and investigating health problems and health hazards in the community; C) Evaluating effectiveness/quality personal/population health services.					
PROGRAM OBJECTIVES:					
1. Communicable Disease: Initiate 95% of investigations/interventions on reported diseases that required follow-up with IDPH guidelines.					
2. Water Quality: Bring 85% of substandard water samples into compliance.					
3. Clinical Services: Provide appropriate clinical services to 90% of all clients presented at Health Department clinic.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Communicable Disease: # of diseases reported		21,849	17,500	20,000	20,000
2. Water Quality: # of samples required		1,357	1,200	1,300	1,300
3. Clinical Services: # of patients requesting appointments for service		21,332	20,500	20,000	20,000
WORKLOAD					
1. Communicable Disease: # of diseases requiring invest/intervention		204	160	150	150
2. Water Quality: # of water samples collected		1,357	960	1,300	1,300
3. Clinical Services: # of patient contacts presented in clinics		20,953	18,450	18,000	18,000
PRODUCTIVITY					
1. Communicable Disease: \$ cost/disease reported		\$4.72	\$6.19	\$5.95	\$5.95
2. Water Quality: \$ cost/sample collected		\$19.37	\$28.79	\$23.32	\$23.32
3. Clinical Services: \$ cost/patient contact		\$19.21	\$20.19	\$26.59	\$26.59
EFFECTIVENESS					
1. Communicable Disease: % of interv on diseases requiring interv		100%	95%	95%	95%
2. Water Quality: % of substandard samples brought into compliance		95%	80%	85%	85%
3. Clinical Services: % of patient requests provided by clinical services		98%	90%	90%	90%
ANALYSIS:					
<p>The FY02 PPB indicators for this program show that the number of Communicable Diseases reported (D.1.) are projected to be less than FY'00 actual (because in FY'00, the Department experienced several major outbreaks of diseases), but more than FY'01 projections, based on current levels. The number of Communicable Diseases requiring investigation/intervention (W.1.) subsequently were also higher in FY'00, but FY'02 projections are in line with FY'01 projections and current levels. It is projected that the number of water samples required (D.2.), collected (w.2.), and brought into compliance (E.2.), will remain consistent with FY'01 projections. The Department continues to see a decrease in the number of patients seen in their clinics (W.3.), and project this trend to continue as more immunization clinic patients receive services from their primary physician.</p> <p>Projected revenues have been adjusted on the FY'01 Department Estimate, which reflects an actual projected .4% increase in revenue from FY'01 to FY'02. However, revenues are expected to decrease 7.5% from</p>			<p>FY'00 actual, primarily due to a projected reduction in the HIV Testing & Counseling Grant, and a decrease in the Well Testing/Closure/Sealant Grant, but partially offset by an increase in the Homemaker/Home Health Aide Grant (for Board of Health Infrastructure funding).</p> <p>Non-salary costs are recommended to increase 16.8% or approximately \$19,000 due primarily to an increase in lab fees for the Childhood Lead Poisoning Prevention Program (\$6,000) an increase in cost of medical supplies (\$2,195), and an increase in the amount of Board of Health Infrastructure expenses (\$10,435), which is offset by grant revenue.</p> <p>The department has requested to replace a Class V vehicle which is being reviewed by the Vehicle Advisory Committee.</p> <p>The department projects \$984 in overtime costs based on past history.</p> <p>Human Resources is reviewing a request to increase a Public Health Nurse position from .75 FTE to 1.0 FTE.</p>		

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Health Assessment (20H/I/J)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
571-A Deputy Director		0.40	0.40	0.40	0.40	0.40
430-A Program Development Coordinator		0.70	0.70	0.70	0.70	0.70
417-A Clinical Services Coordinator		0.90	0.90	0.90	0.90	0.90
417-A Community Health Coordinator		0.20	0.20	0.20	0.20	0.20
417-A Environmental Health Coordinator		0.90	0.90	0.90	0.90	0.90
366-A Public Health Nurse		3.15	3.15	3.15	3.30	3.30
355-A Disease Prevention Specialist		1.20	1.20	1.20	1.20	1.20
355-A Environmental Health Specialist		2.00	2.00	2.00	2.00	2.00
298-A Administrative Office Manager		0.40	0.40	0.40	0.40	0.40
209-A Medical Assistant		1.00	1.00	1.00	1.00	1.00
177-A Lab Technician		0.75	0.75	0.75	0.75	0.75
162-A Resource Specialist		0.20	0.20	0.20	0.20	0.20
141-A Resource Assistant		1.04	1.04	1.04	1.04	1.04
Z Health Services Professional		0.90	0.90	0.90	0.90	0.90
TOTAL POSITIONS		13.74	13.74	13.74	13.89	13.89
REVENUE SUMMARY:						
Intergovernmental		\$156,906	\$116,565	\$156,181	\$156,531	\$156,531
Licenses and Permits		77,945	74,000	74,000	75,500	75,500
Fees and Charges		25,853	32,000	26,000	25,000	25,000
Miscellaneous		834	0	0	0	0
TOTAL REVENUES		\$261,538	\$222,565	\$256,181	\$257,031	\$257,031
APPROPRIATION SUMMARY:						
Personal Services		\$630,666	\$678,265	\$676,506	\$747,347	\$743,584
Equipment		2,348	2,150	2,150	0	0
Expenses		97,410	88,601	98,858	107,120	107,120
Supplies		18,775	22,581	22,581	25,222	25,222
TOTAL APPROPRIATIONS		\$749,199	\$791,597	\$800,095	\$879,689	\$875,926

SERVICE AREA: Physical Health & Education		PROGRAM: Policy Development (20K/L/M)			
ACTIVITY: Physical Health Services		ORGANIZATION: Health Department			
PROGRAM MISSION: To provide health policy development services to Scott County by: A) developing policies and plans that support individual and community health efforts; B) Enforcing laws/regulations that protect health and ensure safety; C) Researching new insight/innovative solutions to health problems.					
PROGRAM OBJECTIVES:					
1. Consumer Protection & Environment: Bring 85% of re-inspections into compliance.					
2. Customer Service Evaluation: Through a customer service evaluation, evaluate and/or modify one Health Department area/program.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Consumer Prot/Environ:# of inspections required or requested		4,444	4,620	4,620	4,620
2. Customer Serv Eval:# of areas/prog to be surveyed/eval.for the yr.		3	3	3	3
WORKLOAD					
1. Consumer Prot/Environ:# of inspections conducted		4,443	4,200	4,620	4,620
2. Customer Serv Eval: # of areas/prog surveyed/evaluated		3	3	3	3
PRODUCTIVITY					
1. Consumer Prot/Environ: \$ cost/inspection		\$62.08	\$70.46	\$69.79	\$69.79
2. Customer Serv Eval: \$ cost/survey and evaluation		\$577.00	\$588.00	\$674.77	\$674.77
EFFECTIVENESS					
1. Consumer Prot/Environ: % of re-inspections that reach compliance		96%	85%	85%	85%
2. Customer Serv Eval: % of areas/prog evaluated and/or modified		100%	100%	100%	100%
ANALYSIS:					
<p>The FY02 PPB indicators for this program show that the number of environmental inspections required (D.1.) and conducted (W.1.) are projected to increase based on demand for services, as well as the Department's goal to conduct all inspections requested W.1.). It is the Department's plan to conduct evaluations on three of the Department's programs in FY'02 (D.2., W.2., P.2., E.2.).</p> <p>Revenues for this program are projected to increase 14.4%, or approximately \$20,000 in the area of license fees and food service training fees.</p> <p>Non-salary costs for this program are recommended to increase 8% or approximately \$8,300. This increase is primarily due to an increase in Recycling expenses (\$7,500). Dumping and MRF costs have increased because recycling sites are being used more by the public. A 30% or \$634 increase in fuels and lubricants is recommended due to rising gasoline prices.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Policy Development (20K/L/M)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
805-A Health Director		0.10	0.10	0.10	0.10	0.10
571-A Deputy Director		0.40	0.40	0.40	0.40	0.40
430-A Program Development Coordinator		0.10	0.10	0.10	0.10	0.10
417-A Environmental Health Coordinator		0.90	0.90	0.90	0.90	0.90
366-A Public Health Nurse		0.20	0.20	0.20	0.20	0.20
355-A Environmental Health Specialist		4.10	4.10	4.10	4.10	4.10
298-A Administrative Office Manager		0.20	0.20	0.20	0.20	0.20
141-A Resource Assistant		0.30	0.30	0.30	0.30	0.30
Z Environmental Health Intern		0.25	0.25	0.25	0.25	0.25
TOTAL POSITIONS		6.55	6.55	6.55	6.55	6.55
REVENUE SUMMARY:						
Licenses and Permits		\$149,657	\$127,880	\$146,830	\$146,830	\$146,830
Fees and Charges		4,775	7,200	6,600	7,800	7,800
Miscellaneous		3,741	640	640	640	640
TOTAL REVENUES		\$158,173	\$135,720	\$154,070	\$155,270	\$155,270
APPROPRIATION SUMMARY:						
Personal Services		\$332,968	\$354,258	\$353,656	\$375,915	\$374,424
Equipment		0	1,000	1,000	0	0
Expenses		87,726	88,022	88,022	96,116	96,116
Supplies		13,725	13,843	13,843	15,022	15,022
TOTAL APPROPRIATIONS		\$434,419	\$457,123	\$456,521	\$487,053	\$485,562

SERVICE AREA: Physical Health & Education		PROGRAM: Assurance (20N/O/P/Q)			
ACTIVITY: Physical Health Services		ORGANIZATION: Health Department			
PROGRAM MISSION: To provide health assurance services to Scott County by: A) Linking people to health services and assuring provision of health care when otherwise unavailable; B) Assuring a competent public health and personal health care workforce; C) Informing, educating, and empowering people about health issues; D) Mobilizing community partnerships to identify and solve health problems.					
PROGRAM OBJECTIVES:					
1. Education to Service Providers: Complete 90% of all educational requests from Service Providers.					
2. Education to Community: Complete 85% of all educational requests from the community.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Education to Service Providers: # of educational requests		121	80	90	90
2. Education to Community: # of educational requests		277	240	240	240
WORKLOAD					
1. Education to Service Providers: # of educational requests completed		118	72	81	81
2. Education to Community: # of educational requests completed		277	204	204	204
PRODUCTIVITY					
1. Education to Service Providers: \$ cost/educational request provided		\$199.00	\$337.00	\$412.00	\$412.00
2. Education to Community: \$ cost/educational request provided		\$60.00	\$93.00	\$113.00	\$113.00
EFFECTIVENESS					
1. Education to Service Providers: % of educational requests provided		98%	90%	90%	90%
2. Education to Community: % of educational requests provided		100%	85%	85%	85%
ANALYSIS:					
<p>The FY02 PPB indicators for this program show that the Department expects to only be able to provide 90% of the requests for Education to Service Providers (D.1., W.1., E.1.). The Department expects to only be able to provide 85% of the requests for Education to the Community (D.2., W.2., E.2.). The Department is in the process of looking at developing indicators for the Maternal & Child Health & WIC Grant.</p> <p>Revenues are projected to increase due to new grants coming into the Department: \$125,179 for Child Health; \$19,208 for Dental Health; \$93,110 for Maternal Health; \$442,544 for WIC; \$28,000 for Health Department grant supported salaries for Maternal & Child Health; \$8,934 for Abstinence Only Education; and \$102,500 for Tobacco Use Prevention; for a total revenue increase of \$819,475.00.</p> <p>With the increased Revenue from both the Maternal and Child Health and Tobacco Grants the Department will add two FTE's so as to support those programs. As with other grant supported programs the positions are tied to the continued receipt of those grant dollars.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Assurance (20N/O/P/Q)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
805-A Health Director		0.90	0.90	0.90	0.90	0.90
571-A Deputy Director		0.20	0.20	0.20	0.20	0.20
430-A Program Development Coordinator		0.20	0.20	0.20	0.20	0.20
417-A Clinical Services Coordinator		0.10	0.10	0.10	0.10	0.10
417-A Community Health Coordinator		0.80	0.80	0.80	0.80	0.80
417-A Environmental Health Coordinator		0.20	0.20	0.20	0.20	0.20
366-A Public Health Nurse		1.40	1.40	1.40	1.50	1.50
355-A Disease Prevention Specialist		0.80	1.80	2.80	2.80	2.80
355-A Environmental Health Specialist		0.90	0.90	0.90	0.90	0.90
298-A Administrative Office Manager		0.40	0.40	0.40	0.40	0.40
162-A Resource Specialist		1.20	1.20	1.20	1.20	1.20
141-A Resource Assistant		1.26	1.26	1.26	1.26	1.26
Z Interpreters		0.35	0.35	0.35	0.35	0.35
TOTAL POSITIONS		8.71	9.71	10.71	10.81	10.81
REVENUE SUMMARY:						
Intergovernmental		\$84,085	\$50,000	\$857,769	\$873,346	\$873,346
Miscellaneous		12,133	10,000	28,034	28,034	28,034
TOTAL REVENUES		\$96,218	\$60,000	\$885,803	\$901,380	\$901,380
APPROPRIATION SUMMARY:						
Personal Services		\$441,165	\$473,616	\$510,894	\$600,124	\$597,313
Equipment		0	5,800	7,800	5,999	5,999
Expenses		103,501	100,525	866,809	842,616	842,616
Supplies		8,886	3,962	3,962	4,340	4,340
TOTAL APPROPRIATIONS		\$553,552	\$583,903	\$1,389,465	\$1,453,079	\$1,450,268

SERVICE AREA: Physical Health & Education		PROGRAM: Health Services - Other (40C)			
ACTIVITY: Physical Health Services		ORGANIZATION: Community Health Care, Inc.			
PROGRAM MISSION: To provide comprehensive primary health care services for the Quad City population in need by offering medical, laboratory, x-ray, pharmacy, dental, mental health, health education, nutrition counseling, HIV testing and counseling, as well as homeless health care on a sliding fee scale basis.					
PROGRAM OBJECTIVES:					
1. To see at least 9,000 new patients.					
2. To continue increasing provider productivity by better utilizing the team concept to create better patient flow.					
3. To maintain the cost per encounter at \$100 or less.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Number of patients under 200% of poverty.		20,709	20,709	20,709	20,709
2. Quad City population		383,958	383,958	383,958	383,958
3. Total number of users at clinic this program		24,951	25,700	26,471	26,471
WORKLOAD					
1. Number of encounters for clinic this program		86,081	89,209	93,669	93,669
2. Number of encounters for people under 200% of poverty		71,447	74,043	77,770	77,770
3. Total dental encounters		9,357	10,073	12,577	12,577
4. Total medical encounters		73,314	75,751	77,024	77,024
PRODUCTIVITY					
1. Cost per encounter in clinic		\$93.31	\$93.91	\$93.91	\$93.91
EFFECTIVENESS					
1. Gross charges/total costs		112%	105%	100%	100%
2. FQHC Approved Iowa Medicaid Encounter Rate		\$98.65	\$97.00	\$97.00	\$97.00
3. Sliding fee discounts/federal grant		116%	110%	105%	105%
ANALYSIS:					
<p>This program continues to represent Scott County's participation in the general medical programs provided by Community Health Care. The program provides assistance with deficits incurred for sliding fee scale patients. The total number of users of the clinic (D.3) and the number of encounters (W.3) continue to increase over FY'00 actual and FY'01 projections. This projected increase is reflected in the increase in total dental encounters (W.4). CHC is the recipient of a \$750,000 Federal Grant that will help to offset costs for a newly remodeled and expanded Dental Facility located at the old Per Mar building in downtown Davenport. That expansion will allow CHC to recruit new Dentists so as to provide additional services. Cost per encounter in clinic (P.1) is expected to remain stable. Revenues are expected to increase 1.9% primarily in the area of expected increased third party reimbursements. Total salaries and expenses are expected to increase 2.2%.</p> <p>Because of the continued importance of County funding to support the sliding fee scale it is recommended that this program remain</p>		<p>funded at its current level of \$52,956.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Health Serv-Other (40C)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Physician		11.63	11.63	11.63	11.63	
Physician Assistant		1.89	1.89	1.89	1.89	
Nurse Practitioner		4.71	4.71	4.71	4.71	
Nutritionist		0.96	0.96	0.96	0.96	
Health Educator		0.97	0.97	0.97	0.97	
Social Worker		1.94	1.94	1.94	1.94	
X-Ray Technician		2.06	2.06	2.06	2.06	
Lab Technician		5.87	5.87	5.87	5.87	
Nursing Coordinator		1.97	1.97	1.97	1.97	
LPN/Medical Assistant		23.12	23.12	23.12	23.12	
Dentist		2.89	2.89	2.89	2.89	
Dental Hygienist		2.00	2.00	2.00	2.00	
Dental Assistants		6.20	6.20	6.20	6.20	
Dental Receptionist		0.97	0.97	0.97	0.97	
Pharmacist		2.94	2.94	2.94	2.94	
Pharmacy Technician		3.44	3.44	3.44	3.44	
Information Services Coordinator		0.97	0.97	0.97	0.97	
Medical Records Clerk		2.83	2.83	2.83	2.83	
Transcriptionist		2.89	2.89	2.89	2.89	
Business Office Coordinator		0.97	0.97	0.97	0.97	
Revenue Specialist		1.00	1.00	1.00	1.00	
Lead Insurance Clerk		0.97	0.97	0.97	0.97	
Insurance Clerk		4.33	4.33	4.33	4.33	
Receptionist		8.82	8.82	8.82	8.82	
Executive Director		0.97	0.97	0.97	0.97	
Director Operations/Finance		1.97	1.97	1.97	1.97	
Administrative Assistant		0.97	0.97	0.97	0.97	
Administrative Secretary		2.94	2.94	2.94	2.94	
Outreach Worker (Homeless)		1.00	1.00	1.00	1.00	
Telephone Operator		1.97	1.97	1.97	1.97	
Data Entry Operator		3.40	3.40	3.40	3.40	
Medical Unit Clerk		0.97	0.97	0.97	0.97	
RN (Homeless)		1.00	1.00	1.00	1.00	
Human Resources Specialist		1.00	1.00	1.00	1.00	
Accounting Specialist		0.97	0.97	0.97	0.97	
Medical Clinic Manager		0.95	0.95	0.95	0.95	
Health Specialist		0.97	0.97	0.97	0.97	
Homeless Program Clerk		1.00	1.00	1.00	1.00	
Development Specialist		0.97	0.97	0.97	0.97	
Accountant		0.97	0.97	0.97	0.97	
Development Assistant		1.00	1.00	1.00	1.00	
TOTAL POSITIONS		119.36	119.36	119.36	119.36	
REVENUE SUMMARY:						
Iowa State Dept Health/Child Health		\$129,778	\$150,000	\$150,000	\$151,000	
HHS-UHI		1,826,463	1,564,105	1,564,105	1,568,000	
Patient Fees		6,084,544	5,350,000	5,350,000	5,500,000	
Other		814,376	792,679	792,679	799,960	
SUB-TOTAL REVENUES		\$8,855,161	\$7,856,784	\$7,856,784	\$8,018,960	
Scott County Contribution		52,946	52,946	52,946	52,946	52,946
Senior Health Care		13,243	11,000	0	0	0
TOTAL COUNTY CONTRIBUTION		\$66,189	\$63,946	\$52,946	\$52,946	\$52,946
TOTAL REVENUE		\$8,921,350	\$7,920,730	\$7,909,730	\$8,071,906	\$52,946
APPROPRIATION SUMMARY:						
Personal Services		\$5,520,716	\$5,040,939	\$5,040,939	\$5,187,081	
Expenses		2,165,665	1,455,000	1,455,000	1,472,950	
Supplies		989,047	994,852	994,852	1,002,200	
Occupancy		312,735	369,050	369,050	370,500	
TOTAL APPROPRIATIONS		\$8,988,163	\$7,859,841	\$7,859,841	\$8,032,731	

SERVICE AREA: Physical Health & Education		PROGRAM: Public Health Nursing (52A)			
ACTIVITY: Physical Health Services		ORGANIZATION: Genesis Visiting Nurse Association			
PROGRAM MISSION: To improve the health status of the community through: A) prevention of disease through early detection, education and intervention; and B) reduction of the effects of disease through assessment, intervention and evaluation.					
PROGRAM OBJECTIVES:					
1. To maintain or decrease the frequency in which pain interferes with activities or movements for 80% of discharged D & D patients.					
2. To meet 95% of the established outcomes for health promotion patients.					
3. To maintain cost/visit for health promotion at \$62.65 or less.					
4. To maintain cost/visit for disease and disability at \$92.08 or less.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Referrals		5,810	5,810	5,810	5,810
WORKLOAD					
1. Patients served health promotion		1,865	1,600	1,600	1,600
2. Patients served disease and disability		3,070	3,300	3,300	3,300
3. Visits/health promotion		2,161	1,830	1,830	1,830
4. Visits/disease and disability		52,107	49,200	49,200	49,200
5. Total number of pain assessments on discharged D & D patients		5,072	1,620	1,500	1,500
6. Total number of health promotion patient outcomes established		6,089	4,600	4,600	4,600
PRODUCTIVITY					
1. Cost/visit health promotion		\$60.10	\$59.34	\$62.65	\$62.65
2. Cost/visit disease and disability		\$80.24	\$87.39	\$92.08	\$92.08
EFFECTIVENESS					
1. Time/visit in minutes health promotion		42	40	40	40
2. Time/non-visit in minutes health promotion		26	25	25	25
3. Time/visit in minutes disease and disability		48	45	45	45
4. Time/non-visit in minutes disease and disability		44	45	45	45
5. Percent of patients w/pain improved or maintained at tolerance level		82%	80%	80%	80%
6. Percent of total health promotion patient outcomes met		97%	95%	95%	95%
ANALYSIS:					
<p>The FY02 PPB indicators for this program show that the demand indicator (D.1 - referrals) and most of the workload indicators (W.1 - W.4 and W.6) will remain stable from FY01 to FY02. However, workload indicator W.5 (total number of pain assessments on discharged disease and disability patients) will decrease 7% in FY02 compared to FY01 and 70% compared to FY99 actuals. The significant decline compared to FY99 actuals reflects a change in the frequency of reporting the data. In FY99, besides the initial pain assessment completed at the time of admission, subsequent pain assessments were completed and reported on every 60 days during the patient's length of stay and at time of discharge. With VNA's new computer system, the subsequent pain assessment information is now only accessible for reporting at time of discharge, even though it continues to be completed every 60 days during the patient's length of stay.</p> <p>Both productivity indicators (P.1 and P.2) are budgeted to increase an average of 5% compared to FY01 projections.</p> <p>All effectiveness indicators (E.1 -</p>		<p>E.6) are budgeted to remain constant compared to FY01 projections. Primary sources of reimbursement continue to be from private third party reimbursements and from Medicare and Medicaid. New HCFA guidelines have created concern about potential decreases in payment from Medicare. Iowa Department of Public Health dollars are to be utilized as last dollars in and are expected to remain the same as FY'01 original budget although a 14% increase was provided in FY'01 with Tobacco Settlement and one time only Gambling Treatment dollars. At this time those Tobacco dollars are not guaranteed for FY'02. It is recommended that County funding remain stable at \$102,500 for FY'02.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Public Health Nursing (52A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Director Nursing/Patient Services		0.47	0.52	0.47	0.47	
Nursing Coordinator		3.63	5.40	4.99	4.99	
Nursing Supervisor		2.09	2.24	2.50	2.50	
Staff Nurse (RN)		44.74	47.93	41.19	41.19	
Homemakers		-	-	0.03	0.03	
Executive Director		0.47	0.52	0.47	0.47	
Controller		0.47	0.52	0.47	0.47	
Switchboard Operator		0.94	1.05	0.95	0.95	
Secretarial		1.97	3.16	2.40	2.40	
Clerical		9.12	9.56	9.99	9.99	
TOTAL POSITIONS		63.90	70.90	63.46	63.46	
REVENUE SUMMARY:						
Contributions		\$1,727	\$0	\$0	\$0	
Other Government Fees		3,416,825	3,900,597	3,687,260	3,908,520	
Program Service Fees		453,043	531,706	543,562	541,063	
United Way		56,770	64,535	63,320	65,220	
Miscellaneous		71	0	0	0	
SUB-TOTAL REVENUES		\$3,928,436	\$4,496,838	\$4,294,142	\$4,514,803	
Scott County Contribution		105,116	102,500	102,500	102,500	102,500
State Health Pass Through Funds		96,470	96,470	109,579	96,470	96,470
TOTAL COUNTY CONTRIBUTION		\$201,586	\$198,970	\$212,079	\$198,970	\$198,970
TOTAL REVENUES		\$4,130,022	\$4,695,808	\$4,506,221	\$4,713,773	
APPROPRIATION SUMMARY:						
Personal Services		\$3,027,397	\$3,421,499	\$3,174,732	\$3,371,366	
Equipment		11,201	11,129	18,255	18,363	
Expenses		1,123,014	1,318,916	1,044,724	1,085,263	
Supplies		48,496	47,788	49,699	49,883	
Occupancy		138,316	145,920	151,692	152,244	
TOTAL APPROPRIATIONS		\$4,348,424	\$4,945,252	\$4,439,102	\$4,677,119	

SERVICE AREA: Physical Health & Education		PROGRAM: Home Support Services (52B)			
ACTIVITY: Physical Health Services		ORGANIZATION: Genesis Visiting Nurse Association			
PROGRAM MISSION: To improve the health status of the community by preventing, reducing, or delaying institutionalization and foster-home placement through the provision of: A) personal care, B) environmental services; and C) protective services.					
PROGRAM OBJECTIVES:					
1. To maintain admissions at 80% of referrals.					
2. To provide service to a minimum of 1,571 cases.					
3. To prevent nursing home placement of 97% or more of total cases.					
4. To maintain or improve ability to bathe for 75% of home health aide patients.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Requests for service		1,285	1,250	1,214	1,214
WORKLOAD					
1. Total hours		59,541	51,750	51,750	51,750
2. Admissions for year		1,169	1,001	971	971
3. Total number of cases		1,856	1,755	1,571	1,571
4. Total # of assessments of home health aide patients' ability to bathe		1,741	800	1,380	1,380
PRODUCTIVITY					
1. Cost/hour - home health aide		\$30.22	\$33.21	\$34.91	\$34.91
2. Cost/hour - homemaker		\$25.99	\$28.05	\$29.56	\$29.56
3. Cost/hour - family life specialist		\$27.93	\$30.70	\$32.38	\$32.38
4. Cost/hour - all types		\$28.68	\$31.02	\$32.65	\$32.65
5. Cost per case		\$919.91	\$914.68	\$1,075.42	\$1,075.42
EFFECTIVENESS					
1. Percent of admissions to requests for service		91%	80%	80%	80%
2. Percent of total cases discharged to a nursing home		1%	3%	3%	3%
3. Percent of patients with bathing ability improved or maintained		69%	75%	75%	75%
ANALYSIS:					
<div><div><p>The FY02 PPB indicators for this program show that although requests for service (D.1), total hours (W.1), and admissions for year (W.2) will remain fairly stable compared to FY01 projections, the total number of cases (W.3) will decline by more than 10%. This reflects an estimate of fewer cases carrying over from FY01 to FY02 due to an increased focus on helping patients to regain independence in a shorter time period. This is also reflected in the higher cost per case (P.5), which is budgeted to increase almost 18% in FY02 compared to FY01, even though all of the other productivity indicators (P.1 – P.4) are only increasing 5%.</p><p>VNA is expecting all effectiveness indicators (E.1 – E.3) to remain constant from FY01 to FY02. However, please note that FY01 data will be collected on W.4 (total number of assessments of home health aide patients' ability to bathe) for only the second half of the fiscal year due to limitations of VNA's new computer system. Primary sources of reimbursement continue to be from private third party reimbursements and from Medicare and Medicaid. As with the Public Health</p></div><div><p>Nursing program new HCFA guidelines have created concern about reimbursement. Iowa Department of Public Health dollars are expected to remain the same as FY'01 original budget although a 3% increase was provided in FY'01 with Tobacco Settlement and Gambling Treatment dollars. Scott County contribution for Home Support Services has been capped for many years at \$22,500.</p></div></div>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Home Support Services (52B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Director Nursing/Patient Services		0.18	0.20	0.18	0.18	
Nursing Coordinator		1.21	1.76	1.96	1.96	
Nursing Supervisor		0.18	0.19	0.18	0.18	
Staff Nurse RN		-	-	0.19	0.19	
Support Services Coordinator		0.99	1.00	1.00	1.00	
Homemaker Supervisors		1.64	1.64	1.63	1.63	
Home Health Aides		23.69	26.33	18.01	18.01	
Family Life Specialist		1.84	1.98	1.86	1.86	
Homemakers		12.30	13.48	12.58	12.58	
Executive Director		0.18	0.20	0.18	0.18	
Controller		0.18	0.20	0.18	0.18	
Switchboard Operator		0.37	0.39	0.37	0.37	
Secretarial		0.77	1.18	0.94	0.94	
Clerical		5.58	5.58	3.92	3.92	
TOTAL POSITIONS		49.11	54.13	43.18	43.18	
REVENUE SUMMARY:						
Contributions		\$138	\$0	\$0	\$0	
Other Government Fees		998,798	1,230,609	911,547	1,012,199	
Program Service Fees		132,230	118,297	135,944	133,891	
United Way		58,280	64,853	64,853	66,798	
SUB-TOTAL REVENUES		\$1,189,446	\$1,413,759	\$1,112,344	\$1,212,888	
Scott County Contribution		22,500	22,500	22,500	22,500	22,500
State Health Pass Through Funds		436,660	360,243	371,460	360,243	360,243
TOTAL COUNTY CONTRIBUTION		\$459,160	\$382,743	\$393,960	\$382,743	\$382,743
TOTAL REVENUES		\$1,648,606	\$1,796,502	\$1,506,304	\$1,595,631	
APPROPRIATION SUMMARY:						
Personal Services		\$1,172,896	\$1,290,234	\$1,138,926	\$1,208,466	
Equipment		4,396	4,281	6,601	6,637	
Expenses		471,255	546,399	399,906	414,368	
Supplies		17,344	18,265	18,527	18,565	
Occupancy		41,457	43,350	41,300	41,455	
TOTAL APPROPRIATIONS		\$1,707,348	\$1,902,529	\$1,605,260	\$1,689,491	

SERVICE AREA: Physical Health & Education		PROGRAM: Library Resources & Services (67A)		
ACTIVITY: Educational Services		ORGANIZATION: Library		
PROGRAM MISSION: To make available library materials, information and programming in a variety of formats to people of all ages. This is accomplished through our staff, collections, current technology, comfortable and accessible facilities, and cooperation with other agencies and organizations.				
PROGRAM OBJECTIVES:				
1. To maintain registered borrowers at 18,500.				
PERFORMANCE INDICATORS	1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND				
1. Size of collection	102,125	100,000	100,000	100,000
2. Registered borrowers	19,832	18,500	18,500	18,500
3. Requests for books/information	30,479	25,000	25,000	25,000
4. Citizen requests for programming	59	50	50	50
5. Hours of recommended staff in-service	487	400	450	450
6. Annual number of library visits	76,473	110,000	110,000	110,000
WORKLOAD				
1. Total materials processed	25,804	18,500	18,500	18,500
2. New borrowers registered	2,019	1,500	1,500	1,500
3. Book/information requested filled for patrons	30,304	24,000	24,000	24,000
4. Program activities attendance	8,314	1,500	1,500	1,500
5. Hours of in-service conducted or attended	487	400	400	400
6. Materials circulated	202,354	290,000	290,000	290,000
PRODUCTIVITY				
1. Cost/materials processed (30%)	\$7.32	\$11.03	\$11.69	\$11.69
2. Cost/new borrowers registered (10%)	\$31.17	\$45.38	\$48.95	\$48.95
3. Cost/book & information requests filled for patrons (20%)	\$4.15	\$5.66	\$6.01	\$6.01
4. Cost/program activity attendance (5%)	\$3.79	\$22.66	\$24.04	\$24.04
5. Cost/hour of in-service activities attended/conducted (2%)	\$25.85	\$34.00	\$36.07	\$36.07
6. Cost/item circulated (33%)	\$1.03	\$0.77	\$0.82	\$0.82
EFFECTIVENESS				
1. Collection size per capita	3.7	3.6	3.6	3.6
2. Percent of population as registered borrowers	71%	67%	67%	67%
3. Document delivery rate	85%	90%	90%	90%
4. Program attendance per capita	0.30	0.60	0.60	0.60
5. In-service hours per F.T.E.	29.90	25	25.00	25%
6. Circulation per capita	7.29	11	10.50	10.5
ANALYSIS:				
<p>The FY02 PPB indicators for this program show that circulation on a national and local level has been going down but efforts are under way to increase it. The use of advertising is one example.</p> <p>Increases in maintenance of equipment and telephones covers fax machines, copiers and computers and telephone expenses at 10 libraries.</p> <p>The commercial services increase is for EhscoHost online indexing previously paid for by a grant.</p> <p>Rent increases are at the Eldridge, ParkView and Blue Grass Libraries.</p> <p>This budget request equates to a 7% increase in the County Library Budget.</p>				

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Library Resources & Services (67A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Library Director		1.00	1.00	1.00	1.00	
Administrative Secretary		1.00	1.00	1.00	1.00	
Reference Librarian		1.00	1.00	1.00	1.00	
Children's Librarian		1.00	1.00	1.00	1.00	
Bookmobile Librarian		1.00	1.00	1.00	1.00	
Technical Processing Clerk		1.00	1.00	1.00	1.00	
Circulation Librarian		1.00	1.00	1.00	1.00	
Reserve Librarian		1.00	1.00	1.00	1.00	
Processing Clerk		1.25	1.25	1.25	1.25	
Library Page		1.00	1.00	1.00	1.00	
Bookmobile Driver		1.00	1.00	1.00	1.00	
Station Attendants		3.94	3.94	3.94	3.94	
Data Entry Clerk		1.10	1.10	1.10	1.10	
TOTAL POSITIONS		16.29	16.29	16.29	16.29	
REVENUE SUMMARY:						
Intergovernmental		\$351,654	\$342,808	\$342,808	\$376,327	
Fees and Charges		13,947	12,000	12,000	12,000	
SUB-TOTAL REVENUES		\$365,601	\$354,808	\$354,808	\$388,327	
Scott County Contribution		322,925	329,258	329,258	352,100	352,100
TOTAL REVENUES		\$688,526	\$684,066	\$684,066	\$740,427	
APPROPRIATION SUMMARY:						
Personal Services		\$403,087	\$427,618	\$427,618	\$450,965	
Equipment		121,471	108,300	108,300	107,100	
Expenses		102,428	111,812	111,812	133,861	
Supplies		25,005	23,000	23,000	24,500	
Payment of Principal		8,752	9,336	9,336	5,000	
TOTAL APPROPRIATIONS		\$660,743	\$680,066	\$680,066	\$721,426	

SERVICE AREA: Physical Health & Education**PROGRAM: Fairgrounds (48A)****ACTIVITY: Educational Services****ORGANIZATION: Mississippi Valley Fair, Inc.****PROGRAM MISSION:** To provide an annual County fair which encourages urban and rural participation, competitive events, entertainment and education. Also to provide year-round facilities for public and private usage to enhance community quality of life.**PROGRAM OBJECTIVES:**

1. To maintain fair attendance at current level.
2. To increase size of non-fair events.

PERFORMANCE INDICATORS	1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND				
1. Estimated paid attendance	225,000	240,000	225,000	225,000
2. Estimated attendance other events	160,000	160,000	160,000	160,000
3. Fair exhibits planned or scheduled	9,600	9,600	9,600	9,600
4. Facilities and grounds requiring maintenance in square feet	3,354,120	3,354,120	3,354,120	3,354,120
WORKLOAD				
1. Actual number of tickets for fair	225,000	240,000	225,000	225,000
2. Actual attendance other	162,292	160,000	160,000	160,000
3. Revenue events	320	300	300	300
4. Non-revenue events	135	140	140	140
5. Fair exhibits	9,600	9,600	9,600	9,600
PRODUCTIVITY				
1. Cost per participant fair	\$2.92	\$3.00	\$3.00	\$3.00
2. Cost per non-fair event	\$856	\$830	\$830	\$830
3. Cost per facility and grounds maintained in square feet	\$0.01	\$0.01	\$0.01	\$0.01
EFFECTIVENESS				
1. County contribution as percent of total program	1.73%	1.58%	1.44%	1.44%

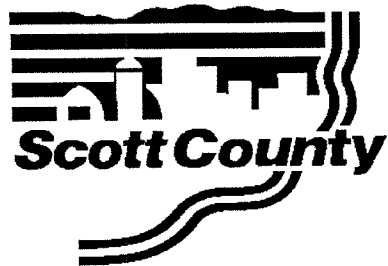
ANALYSIS:

From FY'90 until FY'95 the County contributed over \$1M to the Mississippi Valley Fair. In FY'95 the County's contribution as a percentage of the fair's total budget was over 10%. As the financial health of the fair has dramatically improved the County's annual contribution has been reduced. In FY'96 it was 5.35% of the total budget and 2.65% in FY'97. Over the last four fiscal years it has been less than 2%. The projection for the current fiscal year is that the County's contribution will be 1.58% of the total MVF program.

The attendance at last summer's fair hit a record of around 240,000. The high attendance is attributed to the promotion of the "Fun Cards" for admission, popular grandstand acts and good weather. The estimated attendance at other events held at the fairgrounds is also up. The goal of fair management is to continue the success of the fair as the major regional fair while increasing the use of the fairgrounds for other revenue producing events.

It is recommended that the FY'02 funding request of \$25,000 be approved.

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Fairgrounds (48A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Manager		1.00	1.00	1.00	1.00	
Office Manager		1.00	1.00	1.00	1.00	
Property Manager		1.00	1.00	1.00	1.00	
Grounds Crew		2.00	2.00	2.00	2.00	
Housekeeping		1.00	1.00	1.00	1.00	
Fair Office		1.00	1.00	1.00	1.00	
TOTAL POSITIONS		7.00	7.00	7.00	7.00	
REVENUE SUMMARY:						
Fair Revenues		\$1,190,596	\$1,101,500	\$1,101,500	\$1,101,500	
Grounds Revenues		737,666	594,000	639,000	639,000	
State Contribution		10,213	10,000	10,000	10,000	
SUB-TOTAL REVENUES		\$1,938,475	\$1,705,500	\$1,750,500	\$1,750,500	
Scott County Contribution		25,000	25,000	25,000	25,000	25,000
TOTAL REVENUES		\$1,963,475	\$1,730,500	\$1,775,500	\$1,775,500	
APPROPRIATION SUMMARY:						
Personal Services		\$418,620	\$473,000	\$473,000	\$473,000	
Fair Expenses		686,941	708,800	708,800	708,800	
Grounds Expenses		14,901	28,000	28,000	28,000	
Overhead Expenses		327,866	367,500	367,500	367,500	
TOTAL APPROPRIATIONS		\$1,448,328	\$1,577,300	\$1,577,300	\$1,577,300	



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SERVICE AREA: Social Services		PROGRAM: SA Assistance (17F)			
ACTIVITY: Care Substance Abuse Clients		ORGANIZATION: Community Services			
PROGRAM MISSION: To provide funding for emergency hospitalization, commitment evaluation for substance abuse (IC 125) to Scott County residents, and for certain children's institutions.					
PROGRAM OBJECTIVES:					
1. To maintain cost of commitment at or less than \$702.94.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Total number of involuntary commitments filed - substance abuse		152	150	150	150
WORKLOAD					
1. Number of commitments (adult) - substance abuse		114	115	115	115
2. Number of commitments (children) - substance abuse		28	30	30	30
3. 48 hour holds - substance abuse		18	25	25	25
PRODUCTIVITY					
1. Cost per evaluation order		\$679.64	\$702.94	\$825.33	\$825.33
EFFECTIVENESS					
1. Percent of filings approved for evaluation		95.0%	96	96.0%	96.0%
2. Percent committed to outpatient at hearing		N/A	50%	50%	50%
ANALYSIS:					
<p>This program provides funding primarily for substance abuse service provided for persons committed for evaluation under Section 125 of the Code. Scott County provides funding for the commitment and evaluation process prior to hearing. Following hearing the County does not participate in funding unless the consumer is committed to the Mental health Institute at Mount Pleasant. Local services are provided primarily through CADS under their state funded treatment grants. Placement for evaluation for adults is primarily at CADS in the Detox Center. Placement for evaluation for children is at Genesis. Demand and workload indicators for Fy02 at the FY01 projected level. These levels are also relatively consistent with the Fy00actual level. The Dept. has added a new effectiveness indicator (E2) percent of evaluations committed to outpatient services at hearing. This is projected at 50% for the current year and continued at that level for Fy02.</p> <p>The primary change in non-salary costs is a reduction in the appropriation for the Toledo Juvenile Home. The counties are required to pay 50% of the cost of care at the Toledo for juveniles committed there under a child in need of assistance petition. These placements are facilitated through the Dept. of Human Services and the Juvenile Court Services. This item is reduced to be more consistent with the experience of last year. This is, however, a reduction well below what was expended two years ago. This results in a requested level of appropriations for non-salary costs of \$180,800. Funding is recommended at the requested level.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: SA Assistance (17F)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
233-C Office Manager		0.10	0.10	0.10	0.10	0.10
162-C Clerk III/Secretary		0.10	0.10	0.10	0.10	0.10
141-C Clerk II/Receptionist		0.10	0.10	0.10	0.10	0.10
TOTAL POSITIONS		0.30	0.30	0.30	0.30	0.30
REVENUE SUMMARY:						
Miscellaneous		\$0	\$1,500	\$1,000	\$1,000	\$1,000
TOTAL REVENUES		\$0	\$1,500	\$1,000	\$1,000	\$1,000
APPROPRIATION SUMMARY:						
Personal Services		\$9,214	\$12,415	\$6,346	\$7,500	\$7,462
Expenses		135,970	224,500	170,300	173,300	173,300
TOTAL APPROPRIATIONS		\$145,184	\$236,915	\$176,646	\$180,800	\$180,762

SERVICE AREA: Mental Health Services		PROGRAM: MH - DD Services (17G)			
ACTIVITY: Care Mentally Ill/Development Disabled Clients		ORGANIZATION: Community Services			
PROGRAM MISSION: To provide services as identified in the Scott County Management Plan to persons with diagnosis of mental illness, mental retardation and other developmental disabilities.					
PROGRAM OBJECTIVES:					
1. To maintain cost of commitment at or less than \$973.12..					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Total number involuntary commitments filed - mental health		224	225	225	225
2. Protective payee applications		432	60	60	60
3. Number of consumers at Glenwood/Woodward		37	36	36	36
WORKLOAD					
1. Number of persons with MH/CMI served		N/A	600	600	600
2. Number of mental health commitments - adult		159	170	170	170
3. Number of mental health commitments - juvenile		37	40	40	40
4. Number of 48 hour holds		54	40	40	40
5. Protective payee cases		417	425	425	425
6. Number of persons with MR/DD served		N/A	225	225	225
PRODUCTIVITY					
1. Cost per evaluation approved		\$1,156.12	\$1,081.91	\$1,134.29	\$1,134.29
2. Cost per MR/DD consumer served		N/A	\$3,440	\$3,440	\$3,440
3. Cost per MI/CMI consumer served		N/A	\$178	\$178	\$178
EFFECTIVENESS					
1. Percent of filings approved for evaluation		90%	93%	93%	93%
2. Number of consumers leaving SHS		1	1	1	1
3. Number of consumers leaving community ICF-MR		-	1	1	1
ANALYSIS:					
<p>This program is a part of the MH/DD special services fund. It provides funding for the state mental health and mental retardation institutions, the costs associated with mental health commitments under Section 229 of the Iowa Code, voluntary psychiatric inpatient services, out of county placement for persons with mental retardation and mental health issues, community based ICF-MR (intermediate care facility for the mentally retarded), HCBS (home and community based services) Waiver for persons served by providers other than HDC.</p> <p>The agency has continued the demand and workload indicators for FY02 at the FY01 projected level. These are also relatively consistent with the FY00 actual levels. The exception in the demand indicators is d2 protective payee applications. This indicator was redefined to count only new applications received during the year. Previously the indicator had included those persons receiving the service at the beginning of the fiscal year plus the new applications. In the workload indicators, the Dept. has added two new indicators that relate to the number of</p>		<p>consumers served by diagnosis group (W1 and W5). The cost per evaluation approved (P1) includes the local commitment related costs.</p> <p>Revenues to this program are primarily state payments to support the special services fund. The allowable growth, percapita target allocation and incentive and efficiency allocation are established by the Legislature during the prior year's session and are distributed to counties by various formulas. The revenues reported in this budget are as projected by the Dept. of Human Services. It should be noted, however, that Scott County may receive an increase in the percapita target allocation if other counties in the state do not levy the maximum allowable in local property taxes. This information will not be available until near the end of the current fiscal year. During the current year Scott County received approximately \$400,000 additional funds in the final allocation of the per capita fund.</p> <p>Expenses are requested at a 3.8% increase over the current budget level. The primary increases in this area are related to</p>		<p>increases in local ICF-MR services, HCBS services. The Dept. has included additional slots in the HCBS request. The Dept. is also requesting that a new funding be established to support the crises line through the local hospital. Genesis provides a 24-hour crises line staffed on the behavioral health unit. In order to continue this service, Genesis is requesting assistance from the County in the amount of \$20,000. This is included in the expense request.</p> <p>Issues for consideration by the Board during budget discussions are: crisis line funding, ICF-MR, out of county placement costs, institutional placement costs, and HCBS costs. The level of funding required for these services under Board discussion will be updated with additional information at the six-month level. Based on the re-evaluation of funding levels, non-salary costs are recommended at the requested level of \$5,317,269.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: MH - DD Services (17G)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
430-A Mental Health Coordinator		0.00	1.00	1.00	1.00	1.00
332-A Social Worker		1.00	0.00	0.00	0.00	0.00
252-C Case Aide		1.50	1.50	1.50	1.50	1.50
Z Mental Health Advocate		0.75	0.75	0.75	0.75	0.75
TOTAL POSITIONS		3.25	3.25	3.25	3.25	3.25
REVENUE SUMMARY:						
Intergovernmental		\$2,864,591	\$3,085,487	\$3,510,325	\$3,449,074	\$3,449,074
Fees and Charges		50,612	47,199	57,853	42,198	42,198
TOTAL REVENUES		\$2,915,203	\$3,132,686	\$3,568,178	\$3,491,272	\$3,491,272
APPROPRIATION SUMMARY:						
Personal Services		\$140,746	\$154,829	\$189,565	\$200,703	\$200,703
Expenses		4,616,282	5,116,951	5,031,883	5,425,636	5,425,636
Supplies		1,134	5,000	4,800	5,000	5,000
TOTAL APPROPRIATIONS		\$4,758,162	\$5,276,780	\$5,226,248	\$5,631,339	\$5,631,339

SERVICE AREA: Mental Health Services		PROGRAM: Case Management - H.S. (21B)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Human Services			
PROGRAM MISSION: To obtain results of safety, stability, self sufficiency, and health for persons with disabilities.					
PROGRAM OBJECTIVES:					
1. To complete assessments for up to 15 consumers first entering the adult service system.					
2. To provide case management services to 15 Glenwood/Woodward Resource Center residents.					
3. To provide services to 285 consumers					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Eligible population of people with mental retardation		458	1,500	1,594	1,594
2. Waiting list that exists at the end of each quarter		1	5	5	5
WORKLOAD					
1. Number of clients served (unduplicated)		198	265	285	285
3. Number of HCBS-MR Waiver consumers served		180	235	255	255
3. Number of 100% County funded units billed		N/A	100	90	90
4. Number of SHS consumers served		N/A	15	15	15
5. Number of initial assessments completed		N/A	15	15	15
PRODUCTIVITY					
1. Monthly cost per client (unit rate)		\$157.85	\$167.00	\$190.00	\$185.00
EFFECTIVENESS					
1. # of placements to more restrictive settings		6	5	5	5
2. # of placements to less restrictive settings		25	8	6	6
3. # of Supported Employment consumers obtaining competitive jobs		N/A	3	3	3
4. # of days to complete assessments		N/A	90	90	90
5. # of SE consumers decreasing workshop usage		N/A	N/A	10	10
ANALYSIS:					
<p>The eligible population (D1) is provided for the FY01 and 02 years based on the county population. This is 1% of the population, which is assumed based on national prevalence data. The previous calculation shown for Fy2000 was based on a survey which was completed in the 1980s and was a hand count. It is assumed that the prevalence information will be more accurate. The number of clients served (W1) an increase in HCBS-MR waiver consumers being served, with the number increased by 20 consumers over the current years projected level. This increase is similarly reflected in W2 which is the number of waiver consumers served. This indicates that the growth to the program is expected to be in the waiver program. The Dept. has slightly reduced the number of 100% county funded units billed from the current years projected. The county funded units provide service for persons accessing the system through HDC. These persons are offered an assessment to determine if there are other needs as they wait for services as HDC. The case management unit also provides services to the non-Medicaid</p>		<p>individuals as they begin the application for the waiver. This allows consumers to bypass the Dept. Of Human Services worker and go directly to case management. The unit also provides services to identified consumers at the Sate Hospital School to work on a longer term basis with consumers and their families to attempt to bring about movement out of the institution into the community. During FY2000 the conversion of the group homes increased the number moving to less restrictive settings (E2) The Dept. projects more consumers (E2) moving to less restrictive settings than those moving to more restrictive settings (E1). A new effectiveness indicator (E5) is also included to show more supported employment consumers obtaining competitive jobs and decreasing the use of workshop services. The Dept. has requested \$16,720 in 100% funded case management and \$110,000 in Title XIX matching funds. It would appear that the increase in the cost of case management unit as shown in P1 to \$190.00 is probably more than would occur in one year. There is discussion of lowering the caseload that each worker carries and this would obviously result</p>		<p>in an increased unit cost. At this time, however, it is unlikely that the increase would be phased in as dramatically as shown. It is therefore, recommended that the unit cost per client be assumed at no more than \$185.00 which results in an recommendation for funding of the Title XIX match at a \$105,700 and funding of the 100% county funded case management at the requested level of \$16,720. This results in a recommendation of total appropriations at a level of \$122,420.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Case Management - H.S. (21B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
REVENUE SUMMARY:						
Intergovernmental		\$164	\$0	\$0	\$0	\$0
Charges for services		334	0	0	0	0
TOTAL REVENUES		\$498	\$0	\$0	\$0	\$0
APPROPRIATION SUMMARY:						
Expenses		\$61,386	\$90,999	\$96,700	\$126,720	\$122,420
TOTAL APPROPRIATIONS		\$61,386	\$90,999	\$96,700	\$126,720	\$122,420

SERVICE AREA: Social Services		PROGRAM: Outpatient Services (38A)			
ACTIVITY: Care of the Chemically Dependent		ORGANIZATION: Center for Alcohol & Drug Services, Inc.			
PROGRAM MISSION: To provide substance abuse prevention, assessment and treatment for individuals and families by offering counseling and consultant/education services.					
PROGRAM OBJECTIVES:					
1. To maintain a minimum of 3,200 referrals for assessment.					
2. To continue to have at least 4,200 requests for prevention services.					
3. To maintain group hours to at least 36,000 hours.					
4. To maintain a length of stay of at least 20 days with managed care.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Referrals for assessment		2,823	2,850	2,860	2,860
2. Requests for prevention services		4,306	4,400	4,410	4,410
WORKLOAD					
1. Clients screened		2,509	2,600	2,620	2,620
2. Admissions		711	775	770	770
3. Hours per individual		5,159	5,160	5,160	5,160
4. Hours per group		40,246	40,400	42,400	42,400
5. Prevention presentations		4,306	4,400	4,410	4,410
6. Prevention direct service hours		7,407	7,700	7,700	7,700
PRODUCTIVITY					
1. Cost per outpatient		\$94.16	\$80.31	\$100.93	\$100.93
2. Cost per prevention presentation		\$106.24	\$108.77	\$109.96	\$109.96
3. Cost per prevention direct service hours		\$61.80	\$62.16	\$62.98	\$62.98
EFFECTIVENESS					
1. Length of stay (days)		27	27	27	27
2. Patient revenue as a percent of cost		29.70%	28.80%	23.30%	23.30%
3. % of students reintegrated into public school		73.30%	74%	74.00%	74%
4. Increase in student GPA		15%	15%	15%	15%
5. Reduction in instances of drug recidivism in diversion graduates		97%	97%	97%	97%
ANALYSIS:					
<p>The agency has generally maintained the FY02 requested level at the FY01 projected level for the demand and workload indicators. W4 Hours per group shows a trend toward greater utilization of group counseling as compared to individual sessions. This indicator is increased by 5% over the projected level. Individual sessions (W3) will remain relatively flat for the year 2002 versus the year 2001 estimate. The productivity indicators show increasing costs reflected in the current years projected levels and continued in the FY02 request. The productivity indicators reflect the agency-wide compensation increases that became effective in the first quarter of the fiscal year 2001. This was primarily the result of receipt of "tobacco money" that was targeted to staff salaries and infrastructure by the legislature. This increased revenue is shown as IDSA Treatment increases in the cost of health insurance. The Contractual Fees revenue item reflects a new federal prevention grant. This is a one year grant, but renewable for an additional two years. Expenses for the program are primarily increased in the personal services area. This</p>		<p>area shows a 20% increase over the FY01 budget level. The agency indicates that they were able to provide significant raises in salary to their counselors, techs, clerical staff, and supervisors through use of the targeted tobacco revenue. These salary increases as well as the addition of counselors added to provide service under grants the agency has received, and a 32% increase in health insurance make up the increase in personal services</p> <p>The Scott county contribution in this program provides a match to a grant available through the Iowa Dept. of Public Health. This is a grant which provides up to \$10,000 to any Iowa County. The match is three county dollars to one state grant dollar. With the FY2001 budget, the contribution was increased to a level, which draws on the full state grant available. The agency is requesting that the funding for this program be continued at the FY01 level to allow full drawdown of the state grant.</p> <p>It is recommended that the Scott county contribution is funded at \$30,000, which is the full match needed and that a funding level of</p>		<p>\$10,000 in grant funds be provided contingent upon the availability of these funds through the state. An overall funding level of \$40,000 is recommended.</p>	

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FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Outpatient Services (38A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Executive Director		0.39	0.39	0.39	0.39	
Treatment Supervisor		0.37	0.75	0.37	0.37	
Finance Manager		0.39	0.39	0.39	0.39	
Business/Office Manager		0.39	0.39	0.39	0.39	
Admin Systems Manager		0.20	-	0.20	0.20	
Accounting Specialist		0.78	0.39	0.78	0.78	
Client Accts Receivable Specialist		1.95	1.95	1.95	1.95	
Administrative Assistant		0.39	0.39	0.39	0.39	
Clerical		4.00	5.00	5.00	5.00	
Maintenance		0.39	0.39	0.39	0.39	
QA/UR Program Manager		1.00	0.64	1.00	1.00	
Prevention Coordinator		1.00	1.00	1.00	1.00	
Prevention Specialist		7.00	7.00	7.00	7.00	
Counselors		17.00	14.25	22.00	22.00	
Techs/CCW		4.00	2.50	4.00	4.00	
Program Managers		2.00	2.00	2.00	2.00	
TOTAL POSITIONS		41.25	37.43	47.25	47.25	
REVENUE SUMMARY:						
I.D.S.A. Treatment		\$497,850	\$601,160	\$751,685	\$751,685	
I.D.S.A. Prevention		329,276	205,832	194,775	194,775	
DHS		0	40,000	20,000	25,000	
United Way		37,765	36,657	37,765	37,765	
Client Fees		93,380	88,900	91,425	100,425	
Insurance Payments		279,300	271,000	214,095	218,095	
Interest		792	3,150	3,046	3,046	
Seventh Judicial District		88,076	95,000	95,000	95,000	
Contributions		15,352	30,000	13,450	13,450	
Scott County Jail		0	0	25,000	25,000	
Local Schools		66,588	68,000	68,000	68,000	
U S Fed Probation		23,238	30,000	25,000	25,000	
Contractual Fees/Payment		45,811	3,000	112,073	97,073	
Juvenile Court		68,640	70,000	72,000	72,000	
SUB-TOTAL REVENUES		\$1,546,068	\$1,542,699	\$1,723,314	\$1,726,314	
Scott County Contribution		24,150	30,000	30,000	30,000	30,000
IDPH Substance Abuse Funds		8,050	10,000	10,000	10,000	10,000
TOTAL COUNTY CONTRIBUTION		\$32,200	\$40,000	\$40,000	\$40,000	\$40,000
TOTAL REVENUES		\$1,578,268	\$1,582,699	\$1,763,314	\$1,766,314	
APPROPRIATION SUMMARY:						
Personal Services		\$1,321,239	\$1,236,325	\$1,434,166	\$1,486,541	
Equipment		-	1,832	756	748	
Expenses		303,911	222,522	251,099	228,733	
Supplies		32,594	34,753	42,341	43,655	
Occupancy		94,011	88,985	84,133	85,137	
TOTAL APPROPRIATIONS		\$1,751,755	\$1,584,417	\$1,812,495	\$1,844,814	

SERVICE AREA: Social Services		PROGRAM: Residential Services (38B)			
ACTIVITY: Care of the Chemically Dependent		ORGANIZATION: Center for Alcohol & Drug Services, Inc.			
PROGRAM MISSION: To provide substance abuse treatment for individuals by offering residential care.					
PROGRAM OBJECTIVES:					
1. To maintain or increase referrals for acute residential care.					
2. To maintain current level of admissions to intermediate care.					
3. To maintain or increase admissions to halfway house care.					
4. To continue to be flexible with managed care's acceptable lengths of stay.					
PERFORMANCE INDICATORS		1999-00	2000-01	2001-02	2001-02
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
1. Referrals acute		1,012	1,010	1,020	1,020
2. Referrals intermediate		707	710	720	720
3. Referrals halfway house		206	200	210	210
WORKLOAD					
1. Days of acute level care		3,538	3,540	3,560	3,560
2. Days of intermediate level care		8,974	8,970	8,980	8,980
3. Days of halfway care		8,560	8,600	8,610	8,610
PRODUCTIVITY					
1. Cost per day acute		\$112.80	\$116.10	\$117.78	\$117.78
2. Cost per day intermediate		\$89.56	\$101.97	\$106.20	\$106.20
3. Cost per day halfway		\$38.18	\$38.88	\$37.95	\$37.95
EFFECTIVENESS					
1. Length of stay (days) acute		2.8	2.8	2.8	2.8
2. Length of stay (days) intermediate		12.7	12.6	12.5	12.5
3. Length of stay (days) halfway		42.0	43.0	41.0	41.0
4. Patient revenue as percent of program cost/acute		16.03%	17.90%	18.30%	18.30%
5. After resid treatmnt clients contin treatmnt involv-hlfwy/outpat/cont care		36.00%	36%	36.00%	36.00%
ANALYSIS:					
<p>The agency has continued the demand and workload indicator for Fy02 requested at a level that is consistent with the Fy01 projected leveled and the Fy00 actual level. Effectiveness indicators also are relatively consistent throughout with both the current year projected level and the Fy00 actual levels. The productivity indicators show an increase in cost per day occurring during the current fiscal year that is attributable to increased personnel costs which began during this year and are continued into the next fiscal year. The increased personnel costs are primarily attributable to targeted funding which was provided by the state legislature to allow wage increases. The agency provided increases for counselors, techs, clerical staff and supervisors with this increased revenue from the tobacco money. They also were able to add two additional tech positions at Country Oaks. This revenue increase is shown under the IDSA Treatment. Also included in revenue is the Scott County Jail program, with \$50,000 shown as revenue to this program. The agency has been able to retire the mortgage at Country Oaks, resulting in a</p>		<p>decrease in the occupancy category. The Scott County contribution shown to this program reflects participation in payment of detoxification services only. The agency is requesting an inflationary level increase of 3.4% over the current years funding level. A funding level of \$232,390 is recommended.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Residential Services (38B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Executive Director		0.39	0.39	0.39	0.39	
Treatment Supervisor		0.25	0.50	0.25	0.25	
Finance Manager		0.39	0.39	0.39	0.39	
Business/Office Manager		0.39	0.39	0.39	0.39	
Admin Systems Manager		0.20	-	0.20	0.20	
Accounting Specialist		0.78	0.39	0.78	0.78	
Client Accts Receivable Specialist		0.75	0.75	0.75	0.75	
Administrative Assistant		0.39	0.39	0.39	0.39	
Clerical		2.00	-	2.00	2.00	
Maintenance		0.39	0.39	0.39	0.39	
QA/UR Program Manager		0.50	0.25	0.50	0.50	
Counselors		7.00	8.00	7.00	7.00	
Techs/CCW		13.00	13.00	15.00	15.00	
Program Managers		1.00	1.00	1.00	1.00	
Health Care Coordinator		1.00	1.00	1.00	1.00	
RN/LPN		6.00	5.00	6.00	6.00	
TOTAL POSITIONS		34.43	31.84	36.43	36.43	
REVENUE SUMMARY:						
I.D.S.A. Treatment		\$596,881	\$596,800	\$772,663	\$772,663	
DASA		187,100	212,100	217,425	217,425	
United Way		20,394	18,179	20,394	20,394	
Client Fees		57,435	28,600	51,025	59,025	
Insurance Payments		254,204	294,600	285,186	288,186	
Interest		4,158	17,325	16,751	16,751	
Contributions		6,147	3,000	3,000	3,000	
County Commitments		31,726	32,000	28,000	28,000	
Scott County Jail		0	0	50,000	50,000	
Contractual Fees		25,002	0	3,750	3,751	
SUB-TOTAL REVENUES		\$1,183,047	\$1,202,604	\$1,448,194	\$1,459,195	
Scott County Contribution		215,759	224,390	224,390	232,090	232,090
TOTAL REVENUES		\$1,398,806	\$1,426,994	\$1,672,584	\$1,691,285	
APPROPRIATION SUMMARY:						
Personal Services		\$1,043,997	\$1,081,967	\$1,140,716	\$1,176,808	
Equipment		84	3,935	712	684	
Expenses		262,028	280,242	296,991	239,393	
Supplies		167,427	193,315	179,589	179,748	
Occupancy		72,819	55,276	70,251	71,729	
TOTAL APPROPRIATIONS		\$1,546,355	\$1,614,735	\$1,688,259	\$1,668,362	

SERVICE AREA: Mental Health Services		PROGRAM: Residential Services - People w/Disabilities(43A)			
ACTIVITY: Care of the Developmentally Disabled		ORGANIZATION: Handicapped Development Center			
PROGRAM MISSION: To enable individuals with mental retardation to achieve a more satisfactory quality of life and live as independently as possible within the community by providing instruction and training in daily living skills, personal and financial management, and other self-sufficiency skills.					
PROGRAM OBJECTIVES:					
1. To maintain 95% occupancy in group homes by filling openings quickly.					
2. To maintain at least 130 people in the least restrictive environment through Supported Community Living.					
3. To accommodate 90% of respite requests to support families in caring for their son/daughter at home.					
PERFORMANCE INDICATORS		1999-00	2000-01	2001-02	2001-02
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
1. Adult population with mental retardation/developmental disability		3,409	3,409	3,409	3,409
2. Group home waiting list		80	80	85	85
3. Eligible requests - respite		3,040	2,800	2,800	2,800
4. Number of persons added to waiting list for group homes		13	10	10	10
WORKLOAD					
1. Consumers - all community residential services		165	168	174	174
2. Consumer days - group homes		11,626	8,208	8,208	8,208
3. Families served - respite		67	70	70	70
4. Requests accommodated - respite		2,998	2,600	2,600	2,600
PRODUCTIVITY					
1. Cost per day per person - group homes		\$69.59	\$50.00	\$51.00	\$51.00
2. Cost per day per person - Supported Community Living (Daily)		\$98.06	\$95.00	\$95.00	\$95.00
3. Cost per hour - Supported Community Living (Hourly Services)		\$20.90	\$21.50	\$23.00	\$23.00
4. Cost per request accommodated - respite		\$35.20	\$39.40	\$41.73	\$41.73
EFFECTIVENESS					
1. Percentage of capacity/group homes		86%	95%	95%	95%
2. Length of time on waiting list at move-in/group homes		N/A	36	36	36
3. Scott County contribution as a percentage of total program costs		17%	20%	20%	
4. Individuals living in community		78	85	90	90
5. Percentage of eligible respite requests accommodated		99%	95%	95%	95%
ANALYSIS:					
<p>The agency is experiencing a shortfall across all programs and is requesting consideration of funding at a higher level during the upcoming fiscal year to allow time to implement a plan to both increase revenues and lower expenses. During budget discussions with the Board, this request should be considered as a budget issue. The agency will have available to the Board at that time a proposal as to how they plan to implement a planning process to identify methods to increase revenue and decrease expenses. Included in this recommendation is a funding reserve. Contingencies for accessing this funding reserve should be developed during budget discussions and contract development. This reserve would be available across programs.</p> <p>The Agency has continued the demand and workload indicators at a level that is relatively consistent with the FY01 projected level and the FY00 actual level. The waiting list (D2) shows an increase in the requested level to 85 or five over the FY00 actual and the FY01 projected level. It should be noted however that many of the persons on this</p>		<p>waiting list will not access the group homes, but wish to maintain their place on the waiting list. The number of group home slots is low and residential services are currently and in the future expected to be primarily provided through the HCBS (Home and community Based Services) Waiver. There are currently available slots under the Waiver and so persons who may need residential services do have access to such services through that mechanism. The occupancy is requested at the 95% level with the expectation that 8208 days of service will be provided in the group homes (E1 and W2). The agency continues to provide respite services (D3, W4, and E5) and expects to be able to accommodate 95% of the requests. The Scott county contribution as a percentage of total program costs (E3) is reduced by the level of state offset revenue currently received. In this budget, the total Scott County contribution (including any offset revenue) is 35.2% at the requested level</p> <p>Other revenue to this program is primarily through client receipts and the federal portion of the HCBS payment. Client receipts includes payments by clients and the SSA</p>		<p>program which provides assistance to eligible consumers with the room and board costs. The HCBS program is a federal Medicaid program in which the county pays a 37.32% match and the federal government pays the remainder.</p> <p>The agency is requesting an increase in total appropriations at 11.8%. This is primarily attributable to the personal services area which is increased 13.1% over budget. This includes a request for a 3.9% merit increase and a large projected increase in health insurance costs. This results in a request for an increase in county contribution of 20.6% and an increase in Title XIX matching funds of 10.8%. Since the HCBS program is expected to continue to grow, funding of the match is recommended at the requested level. Funding of the county contribution is recommended at a 4% increase</p> <p>Therefore funding is recommended as following: county contribution=\$287,539, Title XIX Match \$854,596 and a funding reserve of \$150,000 The total funding to this program is recommended at \$ 1,292,135.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Residential Prog/Handicapped (43A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
President		0.19	0.19	0.26	0.26	
Senior Vice-President		0.19	0.19	0.26	0.26	
Administrative Assistant		0.19	0.19	0.26	0.26	
Receptionist/Clerk Typist		1.38	1.38	1.38	1.38	
Office Transcriptionist		0.48	0.48	0.48	0.48	
Records Clerk		0.19	0.19	0.26	0.26	
Accountant		0.19	0.19	0.26	0.26	
Accounting Technician		0.95	0.95	1.30	1.30	
Residential Service Program Director		1.00	1.00	1.00	1.00	
Residential Case Manager		5.00	5.00	5.00	5.00	
Residential Counselor		1.00	1.00	1.00	1.00	
Resident Counselor		33.00	36.00	36.00	36.00	
Support Staff		52.00	67.00	67.00	67.00	
Maintenance		2.50	2.50	2.50	2.50	
Janitor		0.04	0.04	0.04	0.04	
Environmental Service Supervisor		0.03	0.03	0.03	0.03	
Human Resources Supervisor		0.19	0.19	0.26	0.26	
Independent Living Casemanager		1.00	1.00	1.00	1.00	
TOTAL POSITIONS		99.52	117.52	118.29	118.29	
REVENUE SUMMARY:						
United Way		\$16,346	\$8,000	\$13,098	\$13,098	
Iowa Purchase of Services		37,197	-	-	-	
Client Receipts		299,575	277,200	285,000	288,000	
Other		57,479	31,000	71,440	71,570	
H.U.D.		16,923	16,000	2,800	7,008	
HCBS (T19)		1,266,576	1,518,024	1,526,538	1,676,473	
Iowa-HCBS Match		115,005	120,000	125,000	130,000	
SUB-TOTAL REVENUES		\$1,809,101	\$1,970,224	\$2,023,876	\$2,186,149	
Scott County Contribution		382,090	276,480	276,480	333,430	287,539
Title XIX Matching Funds		652,905	771,538	791,538	854,596	854,596
Reserve Funding						150,000
TOTAL COUNTY CONTRIBUTION		\$1,034,995	\$1,048,018	\$1,068,018	\$1,188,026	1,292,135
TOTAL REVENUES		\$2,844,096	\$3,018,242	\$3,091,894	\$3,374,175	
APPROPRIATION SUMMARY:						
Personal Services		\$2,655,721	\$2,723,940	\$2,952,087	\$3,080,951	
Equipment		7,137	14,713	13,045	13,279	
Expenses		108,137	127,861	121,784	127,944	
Supplies		81,481	76,730	84,820	86,180	
Occupancy		67,595	74,998	61,270	65,821	
TOTAL APPROPRIATIONS		\$2,920,071	\$3,018,242	\$3,233,006	\$3,374,175	

SERVICE AREA: Mental Health Services		PROGRAM: Employment Services-People w/Disabilities (43B)			
ACTIVITY: Care of the Mentally Disabled		ORGANIZATION: Handicapped Development Center			
PROGRAM MISSION: To assist individuals with disabilities to achieve employment outcomes in a sheltered environment or in the community by providing employment services and training.					
PROGRAM OBJECTIVES:					
1. To secure at least \$280,000 in net subcontract income for program support.					
2. To secure subcontract work sufficient to generate \$280,000 in participant wages for self-sufficiency.					
3. To place and/or maintain 95 clients in Community Employment.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Adult population with disabilities		5,533	5,533	5,533	5,533
2. Waiting list from outside		119	120	120	120
3. Number of persons added to waiting list		43	40	40	40
WORKLOAD					
1. Participants		236	262	266	266
2. Days attended		34,209	34,100	34,100	34,100
3. Average number of persons enrolled per day - workshop		158	158	158	158
4. Number of persons employed in the community/not at the workshop		24	60	65	65
5. Number of Persons in Community Employment Services		129	130	130	130
PRODUCTIVITY					
1. Cost per day per person - workshop		\$32.49	\$35.20	\$36.63	\$36.63
2. Average per person annual cost - workshop		\$5,825	\$6,047	\$6,102	\$6,102
EFFECTIVENESS					
1. Number of people obtaining/keeping community jobs		95	95	95	95
2. Total wages earned by workshop participants		\$267,738	\$280,000	\$290,000	\$290,000
3. Amount of net sub-contract income		\$191,260	\$245,000	\$285,000	\$285,000
4. Scott County contribution as a percent of total program costs		26%	30%	32%	32%
5. Participants entering services from waiting list		20	30	30	30
6. Time on waiting list at admission (months)		24	20	20	20
ANALYSIS:					
<p>The number of persons employed in the community/ not in the workshop (W4) is expected to double during the current fiscal year and to increase to 65 in Fy02. The waiting list continues to be a concern in this program (D2) however approximately 50% are students and not yet ready to enter services. Approximately 50% of the waiting list would fall in this category. The amount of net subcontract income is projected to increase by 28% in the current year over the Fy00 actual level and is requested in this budget at a level for Fy02 that is 49% over the Fy00 actual.</p> <p>The agency is requesting an increase in total appropriations to this program of 9.1%. This is primarily attributable to the personal services area which includes a request for a 3.9% increase in salaries and a 32% increase in health insurance costs.</p> <p>The agency is experiencing a shortfall across programs and is requesting consideration of funding at a higher level during the upcoming fiscal year to allow time to implement a plan to both increase revenues and lower expenses. During budget discussions, the Board should consider this</p>		<p>request as a budget issue.</p> <p>Funding of a reserve up to \$150,000 is recommended with such funding to be made available contingent upon development and implementation of a plan to improve the financial picture. One-year reserve funding would be provided through the use of fund balance.</p> <p>This program is experiencing the most severe shortfall due to the decrease in subcontract income. Although that revenue is shown at the current budget level, the agency recognizes that they will need to implement new strategies in order to attain this level.</p> <p>The requested increase in overall funding is at the 19.9% funding, however this does include a significant increase in the supported employment grant from the Division of vocational Rehabilitation (DVRs). This is a pass-through grant. The county match for this grant is included in the Scott County contribution line.</p> <p>Funding included in this budget covers the sheltered workshop services, supported employment at 100% county pay, supported employment under the HCBS program and the</p>		<p>DVRs grant.</p> <p>Funding is recommended at a 4% overall increase in the county dollars provided to this program. The agency is requesting reallocation between individual services to lower the Title XIX matching funds. It is recommended that this be provided with the increase spread to the other 100% funded county programs. However, the agency is encourage to look at increasing the use of the HCBS program for supported employment through use of the dollars allocated in the Scott County SES program if possible.</p> <p>Funding is recommended at Scott County contribution=\$742,130, Scott County SES=\$89,050, Title XIX match=\$88,079, DVRs=64,000 (contingent upon availability from the state). Funding to this program is recommended at \$983,259. This program would also have access to the reserve funding identified in 43A, upon meeting contingencies established by the Board of Supervisors during budget discussions and contract negotiations.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Employment Services/Handicapped (43B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
President		0.14	0.14	0.22	0.22	
Senior Vice-President		0.14	0.14	0.22	0.22	
Administrative Assistant		0.14	0.14	0.22	0.22	
Receptionist/Clerk Typist		0.28	0.28	0.28	0.28	
Office Transcriptionist		0.82	0.82	0.82	0.82	
Records Clerk		0.14	0.14	0.22	0.22	
Accountant		0.14	0.14	0.22	0.22	
Accounting Technician		0.70	0.70	1.10	1.10	
Vocational Service Program Director		1.00	1.00	1.00	1.00	
Work Adjustment Case Manager		1.00	1.00	1.00	1.00	
Evaluator/Ext Employment Case Manager		1.00	1.00	1.00	1.00	
Placement/Ext Employment Case Manager		1.00	1.00	3.48	3.48	
Sales Manager		1.00	1.00	1.00	1.00	
Production Manager		1.00	1.00	1.00	1.00	
Vocational Skills Supervisor		2.00	2.00	2.00	2.00	
Extended Employment Supervisor		5.00	5.00	5.00	5.00	
Work Adjustment Supervisor		4.00	4.00	4.00	4.00	
Evaluation Supervisor		1.00	1.00	1.00	1.00	
Vocational Services Supervisor		2.00	2.00	2.00	2.00	
Driver/Warehouseman		1.00	1.00	1.00	1.00	
Maintenance		0.32	0.32	0.32	0.32	
Janitor		1.38	1.38	1.38	1.38	
Environmental Service Supervisor		0.02	0.02	0.02	0.02	
Human Resources Supervisor		0.14	0.14	0.22	0.22	
Employment Specialist		1.00	1.00	1.00	1.00	
Job Coach		11.00	12.00	12.00	12.00	
Extended Employment Casemanager		1.00	1.00	1.00	1.00	
CBA Casemanager		1.00	1.00	1.00	1.00	
TOTAL POSITIONS		39.36	40.36	43.72	43.72	
REVENUE SUMMARY:						
United Way		\$76,710	\$63,993	\$89,494	\$89,494	
Subcontract Sales		191,260	285,000	245,000	285,000	
Iowa Purchase of Service		14,095	14,000	14,000	14,000	
DVRS		33,385	34,000	34,000	34,000	
Other		37,793	34,500	37,180	37,290	
HCBS (T19)		108,699	214,359	133,170	149,972	
DVRS Grants (2)		5,317	0	0	0	
SUB-TOTAL REVENUES		\$467,259	\$645,852	\$552,844	\$609,756	
Scott County Contribution		622,779	713,010	713,010	796,434	742,130
Scott County - Supported Employment		68,753	45,000	92,682	118,258	89,050
Title XIX Matching Funds		67,848	125,893	78,211	88,079	88,079
DVRS-SES 100% Grant		23,235	5,500	64,000	64,000	64,000
TOTAL COUNTY CONTRIBUTION		782,615	889,403	947,903	1,066,771	983,259
TOTAL REVENUES		\$1,249,874	\$1,535,255	\$1,500,747	\$1,676,527	
APPROPRIATION SUMMARY:						
Personal Services		\$1,156,469	\$1,231,228	\$1,299,053	\$1,361,740	
Equipment		19,144	23,706	22,934	23,132	
Expenses		161,864	179,223	178,915	185,895	
Supplies		45,405	43,930	46,800	48,040	
Occupancy		68,038	77,930	77,525	78,482	
TOTAL APPROPRIATIONS		\$1,450,920	\$1,556,017	\$1,625,227	\$1,697,289	

SERVICE AREA: Mental Health Services		PROGRAM: Personal Independ Serv-People w/Disabilities (43C)			
ACTIVITY: Care of the Developmentally Disabled		ORGANIZATION: Handicapped Development Center			
PROGRAM MISSION: To assist persons with severe, multiple disabilities to live and work in the least restrictive environment by providing training in the areas of daily living skills, work skills, and accessing community resources.					
PROGRAM OBJECTIVES:					
1. To transition 2 participants into Employment Services.					
2. To maintain County contribution at less than 25% per year.					
3. To maintain average annual cost below \$15,000.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Population with disabilities		5,533	3,533	3,533	3,533
2. Waiting list		-	2	2	2
3. Number of persons added to waiting list		-	2	2	2
WORKLOAD					
1. Participants		86	90	90	90
2. Participant days		19,848	19,800	19,800	19,800
3. Activities offered		22	22	22	22
4. Average number attending per day		83	82	82	82
PRODUCTIVITY					
1. Cost per person per day		\$51.51	\$60.47	\$63.33	\$63.33
2. Average annual cost per person		\$12,227	\$13,873	\$14,885	\$14,885
EFFECTIVENESS					
1. Individuals transitioned to Employment Services		-	1	1	1
2. County contribution as percentage of total program costs		16%	16%	19%	19%
3. Percentage of participants satisfied with services			95%	95%	95%
ANALYSIS:					
<p>The agency has continued the demand and workload indicators at the FY01 projected level. These are also relatively consistent with the FY01 actual levels. The agency indicates that they expect a waiting list to develop during the current year and remain at a level of two during the upcoming year (D3). They expect participants to increase slightly during the current year (W1) and remain consistent in FY02. The costs per day are expected to increase 17% during the current year and an additional 4.7% during F'y02.</p> <p>The agency has reduced revenue to this program by 6.3%. This reduction is primarily in the Title XIX revenue. Title XIX revenue is received by this program through services provided under the ICF-MR (intermediate care facility for the mentally retarded) program. Persons who are at the ICF-MR receive day program services through the Personal Independence program and the per diem to the ICF-MR then provides payment to this program. The agency believes that they are reaching the top of the available reimbursement scale for this program</p> <p>The agency is requesting an increase in</p>		<p>overall appropriations at the 4.8% level. This increase is primarily attributable to the personal services area which includes a request for a 3.9% increase in salaries and a large increase in health insurance costs.</p> <p>This results in a request for a 28.6% increase in Scott County contribution to this program.</p> <p>Funding is recommended at a 4% increase in Scott county contribution or a funding level of \$391,604. Access to the reserve funding level established in the residential program is available to this program contingent upon conditions established by the Board during budget discussions and contract negotiations</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Personal Independ Serv/Handicapped (43C)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
President		0.17	0.17	0.17	0.17	
Senior Vice-President		0.17	0.17	0.17	0.17	
Administrative Assistant		0.17	0.17	0.17	0.17	
Receptionist/Clerk Typist		0.34	0.34	0.34	0.34	
Office Transcriptionist		0.42	0.42	0.42	0.42	
Records Clerk		0.17	0.17	0.17	0.17	
Accountant		0.17	0.17	0.17	0.17	
Accounting Technician		0.85	0.85	0.85	0.85	
Developmental Services Program Director		1.00	1.00	1.00	1.00	
Case Manager		2.00	2.00	2.00	2.00	
Instructor		27.00	27.00	27.00	27.00	
Aide		1.90	1.90	1.90	1.90	
Maintenance		0.23	0.23	0.23	0.23	
Janitor		1.03	1.03	1.03	1.03	
Environmental Service Supervisor		0.02	0.02	0.02	0.02	
TOTAL POSITIONS		35.64	35.64	35.64	35.64	
REVENUE SUMMARY:						
United Way		\$18,253	\$16,905	\$16,688	\$16,688	
Subcontract Sales		47,255	48,000	48,000	48,500	
Iowa Purchase of Services		7,395	7,000	7,400	7,400	
Other		10,404	10,700	9,980	10,065	
Title XIX		606,622	720,000	650,000	669,500	
SUB-TOTAL REVENUES		\$689,929	\$802,605	\$732,068	\$752,153	
Scott County Contribution		295,793	376,542	376,542	484,119	391,604
TOTAL REVENUES		\$985,722	\$1,179,147	\$1,108,610	\$1,236,272	
APPROPRIATION SUMMARY:						
Personal Services		\$887,374	\$1,030,755	\$1,038,012	\$1,085,779	
Equipment		3,834	7,290	6,358	6,611	
Expenses		68,949	86,357	82,574	87,034	
Supplies		13,725	17,185	16,365	16,535	
Occupancy		48,472	55,155	54,122	57,908	
TOTAL APPROPRIATIONS		\$1,022,354	\$1,196,742	\$1,197,431	\$1,253,867	

SERVICE AREA: Mental Health Services**PROGRAM: Outpatient Services (51A)****ACTIVITY: Care of Mentally Ill****ORGANIZATION: Vera French Comm Mental Health Center****PROGRAM MISSION:** To provide outpatient mental health services to all age groups in the Quad Cities area, including residents of Scott County who qualify for financial assistance from Scott County, by delivering a range of individual, group, and family mental health services**PROGRAM OBJECTIVES:**

1. To provide service to 2,400 new patients.
2. To provide service to 9,491 total patients.
3. To provide 23,000 total hours of direct service.

PERFORMANCE INDICATORS	1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND				
1. Applications for services	2,615	2,600	2,600	2,600
WORKLOAD				
1. Total hours	23,668	23,000	23,000	23,000
2. Hours adult	16,852	15,000	15,000	15,000
3. Hours children	6,816	8,000	8,000	8,000
4. New cases	2,437	2,400	2,400	2,400
5. Total cases	9,541	9,491	9,491	9,491
PRODUCTIVITY				
1. Cost per outpatient hour	\$130.11	\$140.95	\$147.72	\$147.72
EFFECTIVENESS				
1. Scott County as a percent of program costs	31%	30%	31%	31%

ANALYSIS:

The agency has continued the Fy02 demand and workload indicators at levels that are consistent with the current years projected levels and relatively consistent with the Fy00 actual levels. They show a slight shift between adult and children's hours with adult hours decreased by 10.9% from the Fy00 actual and children's hours increased by 17% from the Fy00 actual. The cost per outpatient hour is increased by 4.8% over the current years projected level (P1). Scott County as a percent of program costs (E1) is increased by 1% over the current year, but is consistent with the Fy00 actual.

The agency is showing revenues for Fy02 increasing by 4.3% primarily in the services fee item.

The requested allocations show an increase of 4.8% to the program. The increase is primarily attributable to the personal services category. The agency is requesting a 4% increase for salaries and is also seeing a 32% projected increase in health insurance. Other are generally requested at the inflationary level. This results in a requested increase in Scott County

contribution at the 6% level.

Funding is recommended to this program at a 4% increase over current budget level, taking into account the increase in health insurance premiums. Funding is recommended at \$1,020,349.

The agency will also be bringing forward a request for capital funding. This request includes remodeling of the former pre-school area into usable office space, replacement of current carpets and equipment, and replacement of the roof. This is a one-time request for use of fund balance in the MH/DD fund. With the understanding that the agency will obtain the remainder of the funded needed from other outside and internal sources, it is recommended that Scott County provide 50% up to a maximum of \$125,000 for the remodeling project.

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Outpatient Services (51A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
M.D.		8.35	8.35	8.35	8.35	
PH.D.		2.80	2.80	2.80	2.80	
Therapist		12.85	12.85	12.85	12.85	
Administrative & Clerical		16.40	16.40	16.40	16.40	
TOTAL POSITIONS		40.40	40.40	40.40	40.40	
REVENUE SUMMARY:						
Service Fees		\$2,055,875	\$2,236,872	\$2,236,872	\$2,332,558	
Miscellaneous		42,581	24,000	24,000	25,000	
SUB-TOTAL REVENUES		\$2,098,456	\$2,260,872	\$2,260,872	\$2,357,558	
Scott County Contribution		943,370	981,105	981,105	1,040,000	1,020,349
TOTAL REVENUES		\$3,041,826	\$3,241,977	\$3,241,977	\$3,397,558	
APPROPRIATION SUMMARY:						
Personal Services		\$2,843,641	\$2,984,716	\$2,984,716	\$3,129,771	
Equipment		9,057	15,827	15,827	16,302	
Expenses		103,871	113,705	113,705	117,784	
Supplies		54,715	56,322	56,322	58,425	
Occupancy		68,194	71,407	71,407	75,276	
TOTAL APPROPRIATIONS		\$3,079,478	\$3,241,977	\$3,241,977	\$3,397,558	

SERVICE AREA: Mental Health Services		PROGRAM: Community Support Services (51B)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Vera French Comm Mental Health Center			
PROGRAM MISSION: To support and enhance the ability of the serious and persistently mentally ill of Scott County to live in the community and improve the quality of their lives, by providing a broad range of psycho-social support services					
PROGRAM OBJECTIVES:					
1. To provide service to 325 individuals.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Referrals to program - Frontier		80	90	90	90
WORKLOAD					
1. Active cases - Frontier		224	250	250	250
2. Referrals accepted - Frontier		80	90	90	90
3. Total cases YTD - Frontier		326	325	325	325
4. Average daily census - Frontier		85	90	90	90
5. Total units of service		2,756	2,760	2,760	2,760
PRODUCTIVITY					
1. Cost per active case		\$269	\$270	\$288	\$288
2. Cost per unit of service					
EFFECTIVENESS					
1. Scott County as a percent of program costs		43%	45%	45%	45%
ANALYSIS:					
<p>The agency has continued the demand and workload indicators at levels that are consistent with the FY01 level and are relatively consistent with the FY00 actual levels. They are showing an increase of 11% in active cases (W1). This is also reflected in the referrals to the program (D1) and referrals accepted (W2). The agency expects to accept 100% of referrals made. The cost per unit of service is requested at an increase of 6.6% over the current years projected level. Scott County as a percent of program costs is requested at a level consistent with the current years projected level and 2% over the FY00 actual level.</p> <p>This program is affected by several external forces. The agency has initiated a Psychiatric Rehabilitation Program as a part of the overall program. Costs and revenues to that program are included in this budget. This is a program which was initiated as a part of the MBC of IA (the Medicaid behavioral health managed care provider) desire to have this program available throughout the state. The agency received a grant for extensive training of staff to provide this service. The program</p>		<p>has been initiated. However, the level of revenues from this program has not been at the level projected by MBC. Currently the agency is looking at staff allocations to this service. It is expected that this program should be a valuable service addition and produce sufficient revenues to cover expenses at the lower staffing level. Persons who are not covered by Medicaid may be provided this service as a part of the general funding by Scott County to this program.</p> <p>The agency has also recently been through an accreditation by the State of Iowa for the Community Support Program. The administrative rules under which they are accredited have changed and require that most services be done in the consumer's home, with the site-based services being considered only as an adjunct piece of the program. MBC has however stated that they will not pay for services that provide as required for accreditation. This is an issue that is still not resolved. However, it should be noted that the participation by MBC in payment for this program is questionable.</p> <p>This program will also be affected by the</p>		<p>beginning of the Rehabilitation Option, which is expected to occur during the current fiscal year. This is a Medicaid program which allows counties to provide services under Medicaid that were previously 100% county funded. Counties would then pay approximately 37% of the cost. This will allow the funding previously used to be available for expanded services. It is recommended that this program be looked at under the Rehab Option to provide the site-based services that are in question under the new accreditation and MBC's continued effort to withdraw funding.</p> <p>The agency is requesting a 4% increase in salaries and is experiencing a 32% increase in health insurance. This results in a request for increase in Scott county contribution of 6%. An increase of Scott county contribution of 4% is recommended. This results in a recommended funding level of \$349,775.</p> <p>The contingency should be reserved to allow reallocation of county funding among these programs during contract development to reflect the usage of the Rehab Option if it is available.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Community Support Services (51B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Administrative & Clerical		5.84	5.84	5.84	5.84	
Community Support		14.00	14.00	14.00	14.00	
TOTAL POSITIONS		19.84	19.84	19.84	19.84	
REVENUE SUMMARY:						
United Way		\$8,937	\$0	\$0	\$0	
Miscellaneous		46,216	40,040	40,040	41,641	
Title XIX		258,062	310,854	310,854	323,288	
SUB-TOTAL REVENUE		\$313,215	\$350,894	\$350,894	\$364,929	
Scott County Contribution		319,925	336,322	336,322	356,500	349,775
TOTAL REVENUES		\$633,140	\$687,216	\$687,216	\$721,429	
APPROPRIATION SUMMARY:						
Personal Services		\$636,593	\$644,652	\$644,652	\$683,842	
Equipment		16,360	16,977	16,977	17,488	
Expenses		52,070	50,909	50,909	52,855	
Supplies		18,510	19,209	19,209	19,976	
Occupancy		18,103	19,757	19,757	20,836	
TOTAL APPROPRIATIONS		\$741,636	\$751,504	\$751,504	\$794,997	

SERVICE AREA: Mental Health Services		PROGRAM: Community Services (51C)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Vera French Comm Mental Health Center			
PROGRAM MISSION: To provide consultation and education for contracted agencies in the community by: A) informing, educating and reviewing with the community information regarding mental illness/mental health issues; B) assessing and identifying those individuals in need of any of the components of mental health care; and C) linking/referring individuals to mental health services, making these services more accessible.					
PROGRAM OBJECTIVES:					
1. To provide 1,096 hours of service.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Agency requests		35	35	35	35
WORKLOAD					
1. Hours - Jail		501	510	510	510
2. Hours - Juvenile Detention Center		5	26	26	26
3. Hours - Community Health Care		150	123	123	123
4. Hours - United Way agencies		139	125	125	125
5. Hours - other community organizations		438	312	312	312
PRODUCTIVITY					
1. Cost per hour		\$63.38	\$72.29	\$76.04	\$76.04
EFFECTIVENESS					
1. County subsidy as a percent of program costs		66%	65%	65%	65%
ANALYSIS:					
<p>This program provides consultation and education services to the jail, the juvenile detention center, community health care and other community agencies. The County has indicated that our first level priorities are to the Jail and the Juvenile Detention Center. Community Health Care is the counties second priority. Services to other agencies can be provided through this funding as may be possible after meeting priorities. The United Way also provides some funding to the program for consultation with other community agencies.</p> <p>The agency has continued the other revenues with a slight increase showing. Total appropriations are requested at an increase of 5.2%. This is primarily attributable to a requested 4% increase in salaries and a 32% increase in the costs of health insurance</p> <p>This results in a request for an increase of 6% in county contribution. Funding is recommended at the 4% level. This results in a recommendation of funding at \$53835.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Community Services (51C)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Therapist		0.80	0.80	0.80	0.80	
Administrative & Clerical		0.30	0.30	0.30	0.30	
TOTAL POSITIONS		1.10	1.10	1.10	1.10	
REVENUE SUMMARY:						
United Way		\$10,127	\$10,685	\$10,685	\$11,112	
Contribution		18,848	10,233	10,233	10,549	
Community Service Fees		6,607	6,552	6,552	6,814	
SUB-TOTAL REVENUES		\$35,582	\$27,470	\$27,470	\$28,475	
Scott County Contribution		49,773	51,764	51,764	54,870	53,835
TOTAL REVENUES		\$85,355	\$79,234	\$79,234	\$83,345	
APPROPRIATION SUMMARY:						
Personal Services		\$54,389	\$57,193	\$57,193	\$60,392	
Equipment		325	592	592	609	
Expenses		17,604	15,301	15,301	15,894	
Supplies		1,964	2,105	2,105	2,188	
Occupancy		3,862	4,043	4,043	4,262	
TOTAL APPROPRIATIONS		\$78,144	\$79,234	\$79,234	\$83,345	

SERVICE AREA: Mental Health Services		PROGRAM: Case Management (51D)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Vera French Comm Mental Health Center			
PROGRAM MISSION: To serve as advocates for adult consumers with chronic mental illness who are eligible for Title XIX by coordinating, monitoring and referring appropriate services by developing an individual comprehensive plan, in order to maintain individuals in the least restrictive community-based setting.					
PROGRAM OBJECTIVES:					
1. To provide service to 267 clients.					
2. To provide 2,400 months/units of service.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Eligible population		400	400	400	400
2. Available service slots		204	220	220	220
3. Waiting list		-	10	10	10
WORKLOAD					
1. Number of clients served		250	267	267	267
2. Average monthly caseload		34	34	34	34
3. Number of client and client related contacts		12,849	12,000	12,000	12,000
4. Units of services billed		2,166	2,400	2,400	2,400
PRODUCTIVITY					
1. Monthly cost per client (unit rate)		\$229.67	\$251.46	\$261.71	\$261.71
EFFECTIVENESS					
1. Number of placements to more restrictive settings		24	30	30	30
2. Number of hospitalizations		124	145	145	145
3. Number of placements to less restrictive settings		21	20	20	20
ANALYSIS:					
<p>The case management program provides services to persons with chronic mental illness who are Title XIX eligible. The primary cost of this program is paid by the Medicaid Managed care agency, MBC of IA. Scott County holds the provider number for this program and subcontracts with Vera French to provide the services. Therefore, the Title XIX payment pass through this program budget. There are certain consumers who may be eligible for Title XIX and, therefore, this program, who are not covered under MBC. This is primarily consumers who are over 65 or have a spenddown for Medicaid. For those consumers Scott County is responsible to provide payment of 50% of the match of the federal dollars. The County portion of the match is expected to be at 18.66% of the rate for FY02.</p> <p>This program may also be affected by the Rehab Option when it comes into place in Iowa. Under the proposed administrative rules, all consumers served under the Rehab Option will need to have a case manager to develop the service plan. This may result in an increase in the number of consumers to be</p>		<p>served. At this pint the agency is not including only a slight increase since the level of future need in unknown. The slight increase in service level can be seen in number of clients served (W1) and units of service billed (W4). The cost per client (Unit rate) P1) is shown at an increase of 4% over the current year's projected level.</p> <p>The agency is requesting in appropriations of 6.5%. This is primarily attributable to an increase in personal services costs which includes a requested 4% salary increase and health insurance increase of 32%.</p> <p>Funding is recommended at the requested level of \$562,185 in passthrough of Title XIX payments and \$13,571 in Title XIX match.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Case Management (51D)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Administrative & Clerical		5.04	5.04	5.04	5.04	
Case Manager		7.57	7.57	7.57	7.57	
TOTAL POSITIONS		12.61	12.61	12.61	12.61	
REVENUE SUMMARY:						
Title XIX Match		\$4,896	\$12,803	\$12,803	\$13,571	
Title XIX Pass Through 100%		447,830	540,415	540,415	562,185	
SUB-TOTAL COUNTY CONTRIBUTION		\$452,726	\$553,218	\$553,218	\$575,756	
Less Match Included in 100% Pass Thru		4,896	12,803	12,803	13,571	13,571
TOTAL REVENUE		\$447,830	\$540,415	\$540,415	\$562,185	
APPROPRIATION SUMMARY:						
Personal Services		\$407,537	\$445,235	\$445,235	\$472,530	
Equipment		3,220	6,393	6,393	6,615	
Expenses		45,134	44,486	44,486	50,235	
Supplies		20,980	22,747	22,747	23,655	
Occupancy		20,589	21,554	21,554	22,721	
TOTAL APPROPRIATIONS		\$497,460	\$540,415	\$540,415	\$575,756	

SERVICE AREA: Mental Health Services		PROGRAM: Inpatient Services (51E)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Vera French Comm Mental Health Center			
PROGRAM MISSION: To provide the services of a psychiatrist for Vera French patients and other identified Scott County patients hospitalized at Genesis West psychiatric units, who are unable to pay for these services, by insuring the availability of a psychiatrist through the Genesis psychiatric call schedule.					
PROGRAM OBJECTIVES:					
1. To provide services at a cost of no more than \$48.26 a day.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Estimated total admissions		290	260	260	260
WORKLOAD					
1. Center admissions		290	260	260	260
2. Patient days		1,738	1,500	1,500	1,500
3. Commitment hearings		89	100	100	100
PRODUCTIVITY					
1. Cost per day		\$34.70	\$41.82	\$43.50	\$43.50
2. Cost per admission		\$208.00	\$241.00	\$250.93	\$250.93
EFFECTIVENESS					
1. Length of stay per participant (day)		6	5	5	5
2. Scott County as a percent of program costs		100%	100%	100%	100%
ANALYSIS:					
<p>This program provides funding for physician services during inpatient admissions at the local hospital. The majority of the psychiatrists is affiliated with Vera French and is paid through this program. This provides services to persons for evaluation prior to hearing for mental health commitments, treatment under a mental health commitment, 48-hour hold evaluations, and voluntary admissions approved by the Community Services Dept. MH Coordinator. Funding may also be provided under this program for other indigent voluntary patients without insurance up to the level available. Physicians are paid at the level of Medicaid reimbursement and for appearances at hearings.</p> <p>The agency has continued the FY02 requested levels for the demand and workload indicators at the FY01 projected level. This is also relatively consistent with the FY00 actual levels. Length of stay (E1) continues at the five-day level, which is a very good level.</p> <p>The expenses to this budget are all related to salaries as passthrough funding to physicians. The agency is requesting a 4% increase in this budget, consistent with other</p>		<p>salary increase requests.</p> <p>Funding is recommended at the requested level of \$65,242.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Inpatient Services (51E)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
M.D.		0.40	0.40	0.40	0.40	
TOTAL POSITIONS		0.40	0.40	0.40	0.40	
REVENUE SUMMARY:						
Scott County Contribution		\$60,320	\$62,733	\$62,733	\$65,242	\$65,242
TOTAL REVENUES		\$60,320	\$62,733	\$62,733	\$65,242	
APPROPRIATION SUMMARY:						
Personal Services		\$60,320	\$62,733	\$62,733	\$65,242	
TOTAL APPROPRIATIONS		\$60,320	\$62,733	\$62,733	\$65,242	

SERVICE AREA: Mental Health Services		PROGRAM: Residential (51F)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Vera French Comm Mental Health Center			
PROGRAM MISSION: To provide multi-level residential treatment for those over 18 years of age with severe and persistent mental illness, by providing a structured therapeutic living situation and individualized treatment plans, formulated and directed by a multi-disciplinary treatment team, with the goal of achieving the highest level of functioning possible while improving quality of life.					
PROGRAM OBJECTIVES:					
1. To maintain a minimum occupancy rate of 90% based on available beds.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Referrals		103	100	100	100
WORKLOAD					
1. Number of admissions		36	45	45	45
2. Total number of patient days		20,298	19,710	19,710	19,710
3. Total number of activities		18,504	16,400	16,400	16,400
4. Total units of psycho-social rehab/patient education service		40,228	36,700	36,700	36,700
PRODUCTIVITY					
1. Cost per patient day		\$101.82	\$108.24	\$114.74	\$114.74
EFFECTIVENESS					
1. Percentage of capacity		97%	95%	95%	95%
2. Percentage of patients improved at discharge		83%	75%	75%	75%
3. Percent of discharged clients transitioned/community support		83%	75%	75%	75%
ANALYSIS:					
<p>This program provides the residential services to persons with Chronic Mental Illness. This program is expected to be affected by the implementation of the Rehab Option during the current fiscal year. However, sufficient information is not currently available to include the effects in this budget presentation. Therefore, the ability to renegotiate during budget time for allocation of county contribution should be reserved to allow the Rehab Option to be included. The Rehab Option is expected to allow a large amount of the expenses included in this budget to be covered by the Medicaid program. This will allow expenses that have been supported by 100% county funding to be eligible for federal reimbursement with the county match at approximately 37% of the expense level. With the implementation of the Rehab Option it is expected that the level of county funding supporting this program will decrease and the funding approved in this allocation can be used in other agency programs to increase and institute services. Currently it is projected that the amount of savings in this program will be able to be re-</p>		<p>allocated in part to the Community Support program for support of the site-based services. the supported employment program, addition of in-home services, and some day treatment services.</p> <p>During contract negotiations the portion of this allocation to be available through Medicaid funding will be determined and a re-allocation of those funds would be recommended at that time.</p> <p>Re-allocation of county contribution between this program and other programs should also be determined at the time of contract negotiation.</p> <p>The agency has continued the Fy02 requested level demand and workload indicators at the Fy01 levels. These are also relatively consistent with the Fy00 actual levels. The costs per patient day are increased by 6% over the current year's projected level. The capacity is continued at the 95% level (E 1).</p> <p>The agency has projected revenues at a level which is consistent with the prior years experiences. Total appropriations are requested to increase 7.3% over the current</p>		<p>budget level. The personal services increase is primarily attribution to the request for a 4% increase in salaries, a 32% increase in health insurance costs. The increase in the expense category is primarily attributable to a request to provide funding to the Vera French Housing Corp. on an on-going basis. This request is included at the \$48,000 level and would support the overhead (administration) costs of this Corp.</p> <p>This results in a request for a 9.3% overall increase in Scott County funding. The funding to the general program is requested at 6% increase.</p> <p>Funding is recommended at a 4% increase for the general residential program at \$1,508,430 and \$45,000 for the Vera French Housing Corp. This results in a total funding recommendation of \$1,553,430.</p>	

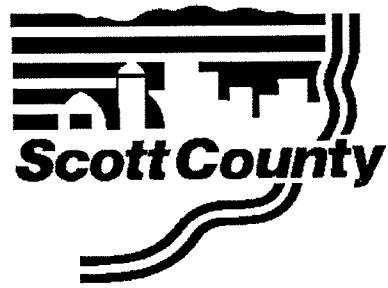
FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Residential (51F)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
M.D.		0.45	0.45	0.45	0.45	
Therapist		1.00	1.00	1.00	1.00	
R.N./L.P.N.		11.60	11.60	11.60	11.60	
Administrative & Clerical		3.60	3.60	3.60	3.60	
Supervisor		4.00	4.00	4.00	4.00	
Activity Therapist		4.00	4.00	4.00	4.00	
Mental Health Workers		13.60	13.60	13.60	13.60	
Other		7.60	7.60	7.60	7.60	
TOTAL POSITIONS		45.85	45.85	45.85	45.85	
REVENUE SUMMARY:						
Social Security SSDI		\$311,505	\$270,222	\$270,222	\$300,000	
Miscellaneous		152,479	179,843	179,843	175,000	
SSA		136,896	135,851	135,851	140,000	
State Payment		180,380	116,168	180,000	180,000	
SUB-TOTAL REVENUES		\$781,260	\$702,084	\$765,916	\$795,000	
Scott County Contribution		1,394,628	1,450,413	1,450,413	1,537,438	1,508,430
Housing Corporation		0	0	0	48,000	45,000
TOTAL COUNTY CONTRIBUTION		\$1,394,628	\$1,450,413	\$1,450,413	\$1,585,438	\$1,553,430
TOTAL REVENUES		\$2,175,888	\$2,152,497	\$2,216,329	\$2,380,438	
APPROPRIATION SUMMARY:						
Personal Services		\$1,773,941	\$1,864,871	\$1,864,871	\$1,960,771	
Equipment		39,721	43,381	43,381	43,966	
Expenses		22,782	24,213	24,213	72,900	
Supplies		107,830	99,923	99,923	104,737	
Occupancy		122,496	120,109	120,109	127,090	
TOTAL APPROPRIATIONS		\$2,066,770	\$2,152,497	\$2,152,497	\$2,309,464	

SERVICE AREA: Mental Health Services		PROGRAM: Day Treatment Services (51G)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Vera French Comm Mental Health Center			
PROGRAM MISSION: To reduce the reliance on hospital inpatient services for residents of the Quad-City area, including Scott County residents who qualify for financial assistance from Scott County, by providing intensive day programming services.					
PROGRAM OBJECTIVES:					
1. To provide 3,675 days of treatment.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Admissions		159	160	160	160
WORKLOAD					
1. Days of treatment		3,530	3,675	3,675	3,675
2. Cases closed		154	160	160	160
PRODUCTIVITY					
1. Cost per client day		\$115.17	\$111.30	\$117.12	\$117.12
EFFECTIVENESS					
1. Length of stay		23	23	23	23
2. Scott County as a percent of program costs		59%	63%	63%	63%
ANALYSIS:					
<p>The agency has continued the demand and workload indicators for the FY02 requested level at the FY02 projected level. These are also relatively consistent with the FY00 actual levels experienced. The cost per client day (P1) is increased 5.3%. Scott County as a percent of program costs (E2) is increased by 4%.</p> <p>Outside revenues to this program are primarily through services fees and Medicaid payments. The agency has reduced the overall outside revenue requested levels by 9% from the current years level. This includes an increase in services fees and a reduction in the Title XIX payments. Title XIX payments to this program are under the MBC contract and the reduction is consistent with the prior and current year's experience.</p> <p>This is a program which should be evaluated during contract negotiations to determine if some of the costs can be included under the Rehab Option when that Option is implemented.</p> <p>Total appropriations to this program are requested at a 5.2% increase. This is primarily attributable to increases in the</p>		<p>personal services area which include a request for a 4% salary increase and a 32% increase in health insurance costs.</p> <p>This results in a requested increase Scott County contribution of 6.2%. Funding to this program is recommended at a 4% increase of \$266,755. Also included in this budget are passthrough payments provided through the Vocational Rehabilitation contract at a requested level of \$6,625 contingent upon receipt of funding from the Division of Vocational Rehabilitation. Funding to this program is recommended at the requested level. This results in a recommendation of total Scott County funding of \$273,380.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Day Treatment Services (51G)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
M.D.		0.10	0.10	0.10	0.10	
PH.D.		0.25	0.25	0.25	0.25	
Therapist		1.25	1.25	1.25	1.25	
R.N./L.P.N.		1.00	1.00	1.00	1.00	
Administrative & Clerical		3.12	3.12	3.12	3.12	
Supervisor		1.00	1.00	1.00	1.00	
Activity Therapist		1.00	1.00	1.00	1.00	
TOTAL POSITIONS		7.72	7.72	7.72	7.72	
REVENUE SUMMARY:						
Service Fees		\$85,332	\$63,576	\$63,576	\$70,000	
Title XIX		52,000	79,310	60,000	60,000	
SUB-TOTAL REVENUES		\$137,332	\$142,886	\$123,576	\$130,000	
Scott County Contribution		246,389	256,495	256,495	272,362	266,755
Vocational Rehab Pass-thru		14,150	6,625	6,625	6,625	6,625
TOTAL COUNTY CONTRIBUTION		\$260,539	\$263,120	\$263,120	\$278,987	\$273,380
TOTAL REVENUES		\$397,871	\$406,006	\$386,696	\$408,987	
APPROPRIATION SUMMARY:						
Personal Services		\$331,947	\$326,325	\$326,325	\$344,895	
Equipment		1,950	3,689	3,689	3,799	
Expenses		28,715	32,218	32,218	33,388	
Supplies		11,785	13,128	13,128	13,653	
Occupancy		32,169	33,678	33,678	34,688	
TOTAL APPROPRIATIONS		\$406,566	\$409,038	\$409,038	\$430,423	

SERVICE AREA: Mental Health Services		PROGRAM: Case Monitoring (51H)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Vera French Comm Mental Health Center			
PROGRAM MISSION: To serve as advocates for adult consumers with chronic mental illness who are not eligible for Title XIX by assessing specific needs, planning for services, assisting consumers to access services and to monitor the effectiveness and appropriateness of services, in order to maintain the individual in the least restrictive community-based setting.					
PROGRAM OBJECTIVES:					
1. To provide service to 180 clients.					
2. To provide 1,680 months/units of service.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Eligible population		250	250	250	250
2. Available service slots		140	140	140	140
3. Waiting list		-	-	-	-
WORKLOAD					
1. Number of clients served		191	180	180	180
2. Number of client and client related contacts		5,574	6,500	6,500	6,500
3. Units of service		1,398	1,680	1,680	1,680
PRODUCTIVITY					
1. Monthly cost per service slot (unit rate)		\$89.04	\$77.71	\$82.21	\$82.21
EFFECTIVENESS					
1. Number of placements in more restrictive settings		5	18	18	18
2. Number of hospitalizations		45	40	40	40
3. Number of placements in less restrictive settings		6	12	12	12
4. Title XIX applications		12	12	12	12
5. Title XIX applications approved		15	15	15	15
ANALYSIS:					
This program provides case management services for the non-Medicaid population of persons with chronic mental illness. The agency has continued the demand and workload indicators for Fy02 at the Fy01 projected level. These are also reasonably consistent with the Fy00 actual experience. The unit rate (P1) is requested at a 5.7% increase over the current years projected level. This is a decrease from the Fy00 actual level. The agency has added new effectiveness indicators relating to assisting consumers in applying for and receiving Title XIX (E4, and E5).		at a 4% increase resulting in a funding level recommendation of \$135,782.			
This program is 100% funded through Scott County and has no other outside revenue. Total appropriations are requested to increase 5.8%. The increase is primarily attributable to the personal services area which includes a request for a 4% increase in salaries and a 32% increase in the costs of health insurance. This results in a request for increase in Scott county Contribution at a 5.85 increase over the current year's budget level.					
Funding is recommended to this program					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Case Monitoring (51H)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Administrative & Clerical		1.17	1.17	1.17	1.17	
Supervisor		0.10	0.10	0.10	0.10	
Case Monitor		2.06	2.06	2.06	2.06	
TOTAL POSITIONS		3.33	3.33	3.33	3.33	
REVENUE SUMMARY:						
Scott County Contribution		\$124,827	\$130,560	\$130,560	\$138,116	\$135,782
TOTAL REVENUES		\$124,827	\$130,560	\$130,560	\$138,116	
APPROPRIATION SUMMARY:						
Personal Services		\$102,784	\$108,477	\$108,477	\$115,257	
Equipment		929	1,661	1,661	1,711	
Expenses		11,295	10,466	10,466	10,834	
Supplies		5,612	5,913	5,913	6,149	
Occupancy		3,862	4,043	4,043	4,165	
TOTAL APPROPRIATIONS		\$124,482	\$130,560	\$130,560	\$138,116	



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SERVICE AREA: Social Services		PROGRAM: Community Services Administration (17A)			
ACTIVITY: Services to Poor		ORGANIZATION: Community Services			
PROGRAM MISSION: To provide administration of the department, including administration of the Scott County Management Plan for MH/DD Services, the Veteran Services program, the General Relief program, the Substance Abuse programs, and other social services and institutions.					
PROGRAM OBJECTIVES:					
1. To maintain administrative costs at 2% or less off department budget.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Authorized personnel (FTE's)	13.25	13.25	13.25	13.25	13.25
2. Liaison activities requested	295	250	250	250	250
3. Appeals/reviews requested	4	4	4	4	4
4. Number of authorized agencies	5	5	5	5	5
5. Total departmental budget	\$5,703,438	\$6,326,431	\$6,828,766	\$6,828,766	\$6,828,766
WORKLOAD					
1. Percent of time spent on administration	45%	45%	45%	45%	45%
2. Percent of time spent on program management	25%	25%	25%	25%	25%
3. Percent of time spent on special projects	15%	15%	15%	15%	15%
4. Percent of time spent on authorized agencies	15%	15%	15%	15%	15%
PRODUCTIVITY					
1. Administration cost as a percent of departmental budget	1.36%	2.40%	1.36%	1.36%	1.36%
EFFECTIVENESS					
1. Program performance budget objectives accomplished	57%	75%	75%	75%	75%
ANALYSIS:					
The Dept. has continued the demand and workload indicators at the FY01 projected level. This is relatively consistent with the FY00 actual level. The exception is D5, total departmental budget, which is projected at 11% over the FY00 actual. The total departmental budget requested is at 7.2% over the FY01 budget level. The administration as a percent of the departmental budget, is increased in the projected for FY01 due to an upgrade in the Director's position. Total appropriations to this program are requested with a 10.2% increase over the current budget. This is primarily in personal services due to the upgrade of the position. The agency is requesting an increase in travel and schools of instruction to be more in line with the actual expenditure levels experienced in the past two years. Travel provides for attendance of the director at training and statewide and regional meetings, as well as a national conference. Schools of instruction is also increased due to the need to complete CEUs for continued licensure. Funding of non-salary costs is recommended at the requested level of		\$6,340.			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Community Services Admin (17A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
725-A Community Services Director		0.00	1.00	1.00	1.00	1.00
571-A Community Services Director		1.00	0.00	0.00	0.00	0.00
TOTAL POSITIONS		1.00	1.00	1.00	1.00	1.00
APPROPRIATION SUMMARY:						
Personal Services		\$70,830	\$78,599	\$80,310	\$86,423	\$86,226
Expenses		6,429	5,240	5,990	5,990	5,990
Supplies		377	350	300	350	350
TOTAL APPROPRIATIONS		\$77,636	\$84,189	\$86,600	\$92,763	\$92,566

SERVICE AREA: Social Services		PROGRAM: General Assist/Other Social Services (17B)			
ACTIVITY: Services to Poor		ORGANIZATION: Community Services			
PROGRAM MISSION: To provide financial assistance in meeting basic needs to Scott County residents.					
PROGRAM OBJECTIVES:					
1. To provide 1,700 community referrals.					
2. To conduct 5,400 or more client interviews.					
PERFORMANCE INDICATORS		1999-00	2000-01	2001-02	2001-02
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
1. Applications for assistance		4,612	5,000	5,000	5,000
2. Population below 100% of poverty		17,914	17,914	17,914	17,914
WORKLOAD					
1. Applications approved		1,974	2,500	2,500	2,500
2. Referrals issued		1,508	800	800	800
3. Interviews conducted		5,277	5,200	5,200	5,200
4. Clients in work program		119	130	130	130
5. Total client hours worked		6,072	6,000	6,000	6,000
PRODUCTIVITY					
1. Average assistance granted		\$176.58	\$156.40	\$157.60	\$157.60
EFFECTIVENESS					
1. Percent of applications approved		43%	50%	50%	50%
ANALYSIS:					
<p>The Dept. has continued the demand and workload indicators at the FY01 projected level. This is an increase from the FY00 actual level in applications for assistance (D1) and applications approved (W1). The applications are projected to increase by 8.4% during the current year and to be maintained at that level. The applications approved are projected to increase 26.6% during the current year and are maintained at that level in the projected.</p> <p>The percent of applications approved (E1) is increased by 7% during the current year and continued. The increase is related somewhat to the change in definition of indicators to include referrals to CHC in the approved application category. This had previously been reported as referrals (W2). Which is decreased in the projected and the FY02 requested levels. Referrals are reported for written or telephone contact with another agency on behalf of a client where no expenditure of Scott county dollars is made. I</p> <p>The agency has continued the revenue to this program at the current years projected level. Revenue is collection of fees in the</p>		<p>payee program and repayments or reimbursements from Social Security when Scott County holds an interim reimbursement agreement and a client is approved for retroactive Social Security benefits.</p> <p>The increase to this program is primarily occurring in the expense area. The increase is primarily attributable to the rental of space request. At the three-month period the Dept. had expended 31% of the total budget for this line item. At the end of six months (which would reflect approximately five months of expenses) 60% of this line item is expended. It should be noted that the current year's budget level for rental of space is approximately \$18,000 below the actual expended in Fy00. Given the current expenditure levels the Dept. is requesting funding for this line item at that level. Also included in this item is \$5,000 for payment to area shelter providers to participate in funding of the winter overflow shelter if needed.</p> <p>Funding of non-salary expenses is recommended at the requested level of \$406,580 net of a reduction of \$12,000 in the requested equipment area for a scanner. This</p>		<p>request was moved to the Capital Improvement Plan under electronic equipment. It is recommended that the department aggressively develop a plan to scan documents to reduce filing space needs and to improve access to documents and information.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: General Assist/Other Services (17B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
430-A Case Aide Supervisor		0.00	1.00	1.00	1.00	1.00
382-A Case Aide Supervisor		1.00	0.00	0.00	0.00	0.00
275-A Workfare Coordinator		1.00	0.00	0.00	0.00	0.00
271-A Veteran's Affairs Dir/Case Aide		0.30	0.30	0.30	0.30	0.30
252-C Case Aide		2.50	3.00	3.00	3.00	3.00
233-C Office Manager		0.90	0.90	0.90	0.90	0.90
162-C Clerk III/Secretary		0.90	0.90	0.90	0.90	0.90
141-C Clerk II/Receptionist		1.40	1.40	1.40	1.40	1.40
TOTAL POSITIONS		8.00	7.50	7.50	7.50	7.50
REVENUE SUMMARY:						
Intergovernmental		\$1,553	\$0	\$0	\$0	\$0
Fees and Charges		2,063	2,058	2,000	2,000	2,000
Miscellaneous		40,267	21,500	25,000	25,000	25,000
TOTAL REVENUES		\$43,883	\$23,558	\$27,000	\$27,000	\$27,000
APPROPRIATION SUMMARY:						
Personal Services		\$291,564	\$322,771	\$305,387	\$343,048	\$341,061
Equipment		894	1,500	1,500	13,500	1,500
Expenses		355,377	336,170	395,580	400,580	400,580
Supplies		5,116	4,500	4,500	4,500	4,500
TOTAL APPROPRIATIONS		\$652,951	\$664,941	\$706,967	\$761,628	\$747,641

SERVICE AREA: Social Services		PROGRAM: Veteran Services (17D)			
ACTIVITY: Services to Military Veterans		ORGANIZATION: Community Services			
PROGRAM MISSION: To provide financial assistance in meeting basic needs to Scott County war time veterans and their families and provide technical assistance in applying for federal veterans benefits.					
PROGRAM OBJECTIVES:					
1. To provide 320 or more welfare interviews.					
2. To provide 400 or more service interviews.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Eligible population		16,818	15,795	15,795	15,795
2. Requests for veteran services		407	400	400	400
3. Estimated population below poverty		2,008	2,008	2,008	2,008
4. Applications for welfare assistance		241	240	240	240
WORKLOAD					
1. Welfare assistance interviews		256	250	250	250
2. Number of welfare cases assisted		108	150	150	150
3. Veterans services interviews		412	425	425	425
PRODUCTIVITY					
1. Cost/per case assisted		\$643.57	\$931.73	\$931.73	\$931.73
EFFECTIVENESS					
1. Percent of welfare requests assisted		45%	63%	63%	63%
2. Percent of compensation and pension applications approved		N/A	30	30	30
3. Total amount approved for compensations and pensions		N/A	200,000	200,000	200,000
ANALYSIS:					
<p>The Dept. has continued the demand and workload indicators at theFy01 projected levels. These levels are also relatively consistent with the Fy00 actual levels. The exception is the number of welfare cases assisted (W2) which is increased by 39% in the current year projected over the FY00 actual. This includes the re-definition of this indicator to include approvals for CHC referrals. This is also reflected in the percent of welfare requests assisted (E1) which is increased 18% over the FY01 actual. The Dept. has also added two new effectiveness indicators (E2) percent of compensation and pension applications approved this is set at 30%, although the agency does expect to re-evaluate this in the future when more data has been compiled. (E3) total amount approved for compensation and pensions is established to provide information as to the level of federal funds coming into the county through the assistance of the veteran's services office.</p> <p>Revenues are continued at the level consistent with the past years experience. This represents repayment s of assistance by</p>		<p>clients or reimbursement from Social Security under interim assistance agreements, when clients are approved for retroactive social security benefits.</p> <p>The Dept. is requesting total non-salary costs at a level of .1% over the current budget level. This includes a slight increase in travel to allow for VA Director to maintain contacts with VA offices in Iowa City and Des Moines. Supplies are reduced slightly. Funding is recommended at the requested level of \$77,275 for non-salary costs.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Veteran Services (17D)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
271-A Veteran's Affairs Director		0.70	0.70	0.70	0.70	0.70
TOTAL POSITIONS		0.70	0.70	0.70	0.70	0.70
REVENUE SUMMARY:						
Miscellaneous		\$2,472	\$1,500	\$1,500	\$1,500	\$1,500
TOTAL REVENUES		\$2,472	\$1,500	\$1,500	\$1,500	\$1,500
APPROPRIATION SUMMARY:						
Personal Services		\$28,471	\$30,103	\$30,436	\$32,846	\$32,729
Equipment		0	500	500	500	500
Expenses		40,098	74,580	74,600	74,775	74,775
Supplies		937	2,150	1,900	2,000	2,000
TOTAL APPROPRIATIONS		\$69,506	\$107,333	\$107,436	\$110,121	\$110,004

SERVICE AREA: Social Services		PROGRAM: Administrative Support (21A)			
ACTIVITY: Services to Poor		ORGANIZATION: Human Services			
PROGRAM MISSION: The Iowa Department of Human Services is a public expression of Iowa's desire for a stronger community. Working cooperatively with other, the Department of Human Services meets the unique needs of individuals who are experiencing personal, economic, social or health problems. The primary responsibility of the Department are to help and empower individuals and families to become increasingly self-sufficient and productive and strive to improve the well being of all the people of the State of Iowa.					
PROGRAM OBJECTIVES:					
1. To process FIP/Medical applications within 30 days at 98.7%.					
2. To process Food Stamp applications within 30 days at 98.0%.					
3. To process Service applications within 30 days at 93.5%.					
PERFORMANCE INDICATORS		1999-00	2000-01	2001-02	2001-02
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
1. Authorized personnel (FTE's)		130	130	130	130
2. Services intake and ongoing cases		4,001	3,697	4,232	4,232
3. Income maintenance, intake and ongoing cases		9,290	9,218	9,393	9,393
WORKLOAD					
1. Service intake and ongoing cases served		4,001	3,697	4,232	4,232
2. Income maintenance, intake and ongoing cases		9,290	9,218	9,393	9,393
PRODUCTIVITY					
1. Average time spent per case per month (hours)		1.18	1.21	1.15	1.15
2. Average County cost per case per month		\$0.43	\$0.44	\$0.40	\$0.40
EFFECTIVENESS					
1. Percent of FIP applications processed within 30 days		97.60%	97.70%	98.70%	98.70%
2. Percent of food stamp applications processec within 30 days		97.70%	97.00%	98.00%	98.00%
3. Percent of applications for services handled within 30 days		95.00%	97.20%	93.50%	93.50%
ANALYSIS:					
<p>The FY02 D2 and W1 indicators relating to services programs show a marked increase. The agency indicates that this has mainly been due to increases in the number of participants in the day care program. A waiting list for the day care services was started effective 10/1/00. This waiting list will likely result in a much slower increase in Service ongoing cases.</p> <p>Income Maintenance caseloads (D3 and W2) have fluctuated only marginally and the agency has maintained the requested levels for FY02 at a level that is consistent with the current year projected and the FY00 actual. The productivity indicators of average time per case (P1) and average county cost per case (P2) are reduced from the current year and previous year due to the proposed increase in the number of service cases.</p> <p>The agency is requesting a 5.7% increase in appropriations. This is primarily reflected in an increase in equipment which will allow the agency to purchase additional mobile two drawer file cabinets to fit the modular furniture which will be used after remodeling. Additionally an increase is</p>		<p>included in supplies and is primarily related to the purchase of ten additional keyboards for trays for the modular furniture.</p> <p>Funding is recommended at the requested level of \$69,227.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Administrative Support (21A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
REVENUE SUMMARY:						
Intergovernmental		\$18,523	\$14,100	\$18,600	\$18,600	\$18,600
TOTAL REVENUES		\$18,523	\$14,100	\$18,600	\$18,600	\$18,600
APPROPRIATION SUMMARY:						
Equipment		\$1,280	\$0	\$0	\$3,000	\$3,000
Expenses		22,935	25,655	22,911	23,876	23,876
Supplies		27,897	39,858	34,858	42,351	42,351
TOTAL APPROPRIATIONS		\$52,112	\$65,513	\$57,769	\$69,227	\$69,227

SERVICE AREA: Social Services		PROGRAM: Outreach to Older Persons (39A)			
ACTIVITY: Services to Other Adults		ORGANIZATION: Center for Active Seniors, Inc.			
PROGRAM MISSION: To assist Scott County senior citizens in maintaining independent living by: A) completing comprehensive assessments to determine individual needs; B) providing assistance with completion of forms/applications to community programs and benefits; C) referrals to community programs and services; and D) implementation and monitoring of programs and services.					
PROGRAM OBJECTIVES:					
1. To make 11,000 collateral contacts.					
2. To service 250 people per FTE.					
3. To keep costs per contact under \$20.00.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Referrals to program		1,314	1,250	1,400	1,400
WORKLOAD					
1. Contacts - individual client		7,953	7,200	8,000	8,000
2. Group Presentations		N/A	50	50	50
3. Collateral contacts		10,937	10,000	11,000	11,000
4. Unduplicated number of persons served on individual basis		1,353	1,500	1,600	1,600
5. Unduplicated number of persons served in Central City		167	175	200	200
PRODUCTIVITY					
1. Cost per contact		\$14.40	\$20.00	\$20.85	\$20.85
EFFECTIVENESS					
1. Number of persons served per FTE (individual)		306	250	188	188
2. Contacts per individual person served		10.4	7.5	8.5	8.5
3. Staff costs as a percent of program costs		77%	80%	76%	76%
ANALYSIS:					
<p>The agency shows a slight increase in referrals (D1) of 12% over the current years projected level. This level however is relatively consistent with the FY00 actual. Individual contacts (W1) is also increased slightly over the current years projected to be more in line with the FY00 actual. This is also reflected in the collateral contacts (W3). The agency expects to add a case worker to the program which is reflected in the increases assumed and is also reflected in the number of persons served (E1) and the cost per contact (P1). The additional caseworker is being added this year, however, another caseworker is on leave during this year. Therefore the full effect will not occur until the FY02 budget. The agency has added a workload indicator relating to group presentations (W2). The program in the Central City is continuing and is expected to show increases in the number of persons served in both the current year and the upcoming year (W5).</p> <p>Revenues to this program are increased with the primary increase occurring in supplemental grants. The agency also shows</p> <p>a decrease in projected income. Project income is allocated to more accurately reflect the programs in which it is earned. Bingo is a revenue source that is allocated as needed in the overall agency.</p> <p>The agency is requesting an overall increase in allocation of 5.9%. The increase is primarily reflected in personal services with this item requested at a 9.3% level.</p> <p>Under contractual agreements this program is eligible to be considered for increases in county contribution as reflected by budget request. The agency is requesting a 3% inflationary increase in the county contribution. The Funding is recommended at the requested level of \$91,723.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Outreach to Older Persons (39A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
President/CEO		0.33	0.35	0.35	0.35	
Vice President/Resource Development		0.33	0.35	-	-	
Budget Manager		-	-	0.17	0.17	
Development Coordinator		-	-	0.17	0.17	
Accounting Coordinator		0.33	0.35	0.35	0.35	
Administrative Coordinator		0.33	0.35	0.35	0.35	
Receptionist		0.33	0.35	0.35	0.35	
Janitor		0.81	0.86	0.60	0.60	
Social Services		1.00	1.00	1.00	1.00	
Caseworkers		6.00	6.00	6.50	7.50	
TOTAL POSITIONS		9.46	9.61	9.84	10.84	
REVENUE SUMMARY:						
Pledge Revenue		\$11,913	\$11,681	\$11,681	\$12,250	
Elder Care		15,329	15,550	15,550	15,640	
Title III B		33,119	34,686	34,686	35,035	
Transfers		59,462	0	0	0	
GRBAAA Cooling Assistance		2,301	0	0	0	
LTCIS		11,025	9,270	9,270	9,500	
United Way		51,225	52,762	52,762	54,185	
Contributions		22,700	13,284	13,284	14,500	
Activities		12,428	14,760	14,760	21,350	
Miscellaneous		134	369	369	350	
Interest		1,032	37	37	2,147	
CDBG		61,269	74,631	74,631	79,941	
Rent Revenue		4,546	2,695	2,695	2,884	
Project Income		674	39,031	39,031	770	
Supplemental Grants		0	900	900	20,250	
Plus Sixty		1,650	0	0	0	
Riverboat Development Authority		7,300	0	0	0	
Bingo		17,618	14,964	14,964	36,017	
SUB-TOTAL REVENUES		\$313,725	\$284,620	\$284,620	\$304,819	
Scott County Contribution		83,350	89,052	89,052	91,723	91,723
TOTAL REVENUES		\$397,075	\$373,672	\$373,672	\$396,542	
APPROPRIATION SERVICES						
Personal Services		\$231,106	\$275,547	\$275,547	\$301,077	
Equipment		60	263	263	1,750	
Expenses		60,017	79,045	79,045	75,230	
Supplies		2,438	11,274	11,274	11,462	
Occupancy		5,615	7,543	7,543	6,300	
TOTAL APPROPRIATIONS		\$299,236	\$373,672	\$373,672	\$395,819	

SERVICE AREA: Social Services		PROGRAM: Transportation for Older Persons (39B)			
ACTIVITY: Services to Other Adults		ORGANIZATION: Center for Active Seniors, Inc.			
PROGRAM MISSION: To enhance quality of life for the elderly and disabled by providing safe, dependable and cost effective transportation services. We will be responsive to client's needs and strive to maintain strong business relationships with our client groups. We will preserve financial stability by establishing equitable agreements and applying efficient cost-control practices.					
PROGRAM OBJECTIVES:					
1. To maintain rural ridership at 4,200.					
2. To keep cost per ride to below \$.87.					
3. To provide 33,500 rides.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Requests		36,534	37,300	37,450	37,450
WORKLOAD					
1. Passengers transported/rural		5,361	4,100	4,200	4,200
2. Passengers transported/all areas		36,394	37,100	37,200	37,200
3. Enhanced services		2,355	2,350	2,500	2,500
PRODUCTIVITY					
1. Cost client transported/all areas		\$0.79	\$0.80	\$0.83	\$0.83
EFFECTIVENESS					
1. Percent change in clients transported/all areas		N/A	N/A	N/A	0%
ANALYSIS:					
<p>This program is a passthrough from CASI to Great River Bend, the transportation provider. This passthrough occurs through three contracts that CASI holds. The agency contracts with the City of Davenport and the City of Bettendorf and through these contracts provides some of this funding to support those cities' contracts with Great River Bend. The third contract is directly with Great River Bend and provides funding from this budget directly to that agency. Last year the Board of Supervisors approved an increase to this budget specifically directed toward the new programs that had been implemented to provide after hours and cross boundary services. After hours and cross-boundary service continues to be utilized with existing customer base and new clients, as shown in W3, enhanced services. Great River Bend Transit strives to provide efficient, dependable service. The agency has increased the demand and workload indicators slightly over the current years projected.</p> <p>The agency is requesting an inflationary increase in Scott County contribution to this program of 3%. They indicate that rising gas prices are a primary factor in increased expenses. Funding is recommended at the requested \$37,751.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Transportation/Older Persons (39B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
REVENUE SUMMARY:						
Scott County Contribution		\$28,815	\$36,652	\$36,652	\$37,751	\$37,751
TOTAL REVENUES		\$28,815	\$36,652	\$36,652	\$37,751	
APPROPRIATION SUMMARY:						
Expenses		\$28,815	\$36,652	\$36,652	\$37,751	
TOTAL APPROPRIATIONS		\$28,815	\$36,652	\$36,652	\$37,751	

SERVICE AREA: Social Services		PROGRAM: Day Care for Older Persons (39C)			
ACTIVITY: Service to Other Adults		ORGANIZATION: Center for Active Seniors, Inc.			
PROGRAM MISSION: To provide supportive services to frail elderly Scott County residents who are at risk of institutionalization. To assist them and caregivers in maintaining an independent lifestyle as long as possible, by providing a range of services in a Day Care setting from 7:00 a.m. to 5: 00 p.m., Monday through Friday.					
PROGRAM OBJECTIVES:					
1. To maintain admissions at 75.					
2. To maintain hours at 75,000.					
3. To keep costs at or below \$5.00 per hour.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Admissions		65	75	75	75
2. Program capacity		65	65	65	55
WORKLOAD					
1. Clients (unduplicated count)		138	150	155	155
2. Client hours		61,628	75,000	75,000	75,000
PRODUCTIVITY					
1. Cost per client hour		\$4.88	\$4.80	\$4.85	\$4.85
EFFECTIVENESS					
1. County contribution as a percent of program costs		3%	3%	3%	3%
2. Volunteer hours in day center		3,541	3,500	941	941
ANALYSIS:					
<p>The agency has continued the requests (D1) at the current years projected level. This is up slightly from the FY00 actual. The program capacity (D2) is reduced in the current years projected and the Fy02 request by 10. This is the result of changing certification requirements regarding the amount of space available and what space can be counted for each day care participant. The Dept. of Elder Affairs is recommending that 80-100 square feet be available for persons with walkers and wheelchairs. A room, which had previously been included in the available space, is no longer able to be included. The agency indicates that the state may be looking toward developing a certification or accreditation requirement. This may also have future implications for the program.</p> <p>The agency is showing an increase in revenues. This is primarily attributable to the increase in project income. The agency is allocating project income throughout the programs to more accurately reflect the programs in which this income is earned.</p> <p>The overall expenditures to this program</p>					
<p>are requested at a 17.7% increase. This is primarily attributable to an increase in personal services. This increase includes the addition al of nursing assistant.</p> <p>Under contractual agreement this program is eligible for consideration of funding at a flat level. The agency is requesting continued funding at the Fy01 budgeted level. Funding is recommended at the requested level of \$14,286.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Day Care/Older Persons (39C)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
President/CEO		0.33	0.35	0.35	0.35	
Vice President/Resource Development		0.33	0.35	-	-	
Budget Manager		-	-	0.17	0.17	
Development Coordinator		-	-	0.17	0.17	
Accounting Coordinator		0.33	0.35	0.35	0.35	
Administrative Coordinator		0.33	0.35	0.35	0.35	
Receptionist		0.33	0.35	0.35	0.35	
Janitor		0.81	0.86	0.60	0.60	
Adult Day Center Coordinator		1.00	1.00	1.00	1.00	
Adult Day Center Assistant Coordinator		1.00	1.00	1.00	1.00	
Adult Day Center Nursing Assistant		1.00	1.00	2.00	2.00	
Adult Day Center Facilitators		2.80	2.80	2.50	2.50	
Adult Day Center Aides		0.50	0.50	0.80	0.80	
TOTAL POSITIONS		8.76	8.91	9.64	9.64	
REVENUE SUMMARY:						
Medicaid Waiver		\$58,820	\$55,373	\$60,373	\$63,500	
Pledge Revenue		12,863	4,714	4,714	12,250	
Elder Care		17,477	18,212	18,212	18,360	
Title III B		11,392	11,734	11,734	11,965	
Title III D		786	900	0	0	
Transfers		72,082	0	0	0	
Title V		12,629	18,000	18,000	18,500	
Medicaid Waiver Meals		3,774	930	930	0	
Veteran's Administration		12,943	6,695	6,695	13,000	
United Way		23,596	24,304	24,304	25,815	
Contributions		(2,760)	13,284	13,284	13,000	
Activities		0	14,760	14,760	21,350	
Miscellaneous		235	369	369	350	
Interest		1,035	37	1,500	2,148	
Rent Revenue		4,582	2,695	2,695	2,884	
Project Income		105,974	50,441	50,441	104,620	
Supplemental Grants		0	17,682	17,682	8,750	
Day Foundation		0	2,000	2,000	0	
Plus Sixty		1,650	5,000	5,000	1,000	
ADC Meals		10,081	10,000	10,000	10,000	
GRB Community Foundation		330	5,000	5,000	2,000	
ALCOA		0	5,000	0	0	
Friendly Thrift		0	500	500	500	
Riverboat Development Authority		7,325	5,000	5,000	10,000	
Transportation/ADC		10,132	7,591	7,591	6,000	
Bingo		17,618	14,964	14,964	3,756	
SUB-TOTAL REVENUES		\$382,564	\$295,185	\$295,748	\$349,748	
Scott County Contribution		12,098	14,286	14,286	14,286	14,286
TOTAL REVENUES		\$394,662	\$309,471	\$310,034	\$364,034	
APPROPRIATION SUMMARY:						
Personal Services		\$194,961	\$211,346	\$211,346	\$239,415	
Equipment		595	263	263	1,750	
Expenses		63,267	79,045	79,608	101,630	
Supplies		41,253	11,274	11,274	14,908	
Occupancy		5,655	7,543	7,543	6,545	
TOTAL APPROPRIATIONS		\$305,731	\$309,471	\$310,034	\$364,248	

SERVICE AREA: Social Services		PROGRAM: Volunteer Services for Older Persons (39D)			
ACTIVITY: Services to Other Adults		ORGANIZATION: Center for Active Seniors, Inc.			
PROGRAM MISSION: To allow seniors of Scott County to stay in their homes with comfort, dignity and safety as long as possible and to stay out of institutions by providing services such as transportation, delivered meals, minor home repairs, friendly visits and phone calls, help with mail and paperwork and holiday baskets of food or gifts.					
PROGRAM OBJECTIVES:					
1. To provide 36,500 hours of volunteer service.					
2. To keep the cost per volunteer hour at \$2.50 or less.					
3. To generate at least \$356,000 worth of volunteer hours.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Eligible population		23,271	25,000	25,000	25,000
WORKLOAD					
1. Hours of service		34,614	35,600	36,500	36,500
PRODUCTIVITY					
1. Cost per volunteer hour		\$2.06	\$2.25	\$2.33	\$2.34
2. Cost as percent of dollar value of volunteer service		20.63%	22.50%	20.00%	16.69%
EFFECTIVENESS					
1. Dollar value of volunteer services		\$346,140	\$356,000	\$365,000	\$511,000
2. Hours served per volunteer		121	90	120	120
ANALYSIS:					
<p>The agency has continued the demand and workload indicators that a level that is relatively consistent with the FY01 projected and the Fy00 actual experience. They show slight increases reflecting the continuing effort to recruit and use volunteers. The dollar value of volunteer services (E1) is increased to reflect the national standard of the value of volunteer hours. This is shown at a value of \$14.00 per volunteer hour. This increase also is reflected in the productivity indicator relating to cost as a percent of the dollar value of volunteer service (P2) which is reduced by 3.3% as a result of the increased assumed value.</p> <p>The agency has maintained the revenues to this program at a level that is relatively consistent with the current year projected and budget level. Expenses are also continued at a level that is relatively consistent with the current budget level.</p> <p>Under contractual agreement this program can be considered for inflationary increases. The agency is requesting an increase in Scott county contribution below inflationary levels. Funding is recommended</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Volunteer Serv/Older Persons (39D)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
President/CEO		0.11	0.12	0.12	0.12	
Vice President/Resource Development		0.11	0.12	-	-	
Budget Manager		-	-	0.06	0.06	
Development Coordinator		-	-	0.06	0.06	
Accounting Coordinator		0.11	0.12	0.12	0.12	
Administrative Coordinator		0.11	0.12	0.12	0.12	
Receptionist		0.11	0.12	0.12	0.12	
Janitor		0.29	0.30	0.20	0.20	
Volunteer/Chore Coordinator		0.76	0.76	0.76	0.76	
Listen-To-Me-Read Coordinator		0.50	0.50	0.50	0.50	
TOTAL POSITIONS		2.10	2.16	2.06	2.06	
REVENUE SUMMARY:						
Pledge Revenue		\$3,938	\$3,826	\$3,826	\$3,850	
Transfers		20,037	0	0	0	
Contributions		6,784	4,896	4,896	7,200	
Activities		3,480	5,440	5,440	6,710	
Miscellaneous		38	136	136	110	
Interest		333	13	13	804	
Rent Revenue		1,394	995	995	906	
Project Income		1,362	20,237	20,237	242	
Supplemental Grants		0	540	540	2,150	
Lee Foundation		12,000	12,000	12,000	12,000	
Plus Sixty		550	0	0	0	
GRB Community Foundation		110	0	0	0	
Riverboat Development Authority		2,350	0	0	0	
Bingo		5,873	4,945	4,945	18,806	
SUB-TOTAL REVENUES		\$58,249	\$53,028	\$53,028	\$52,778	
Scott County Contribution		30,998	32,240	32,240	32,500	32,500
TOTAL REVENUES		\$89,247	\$85,268	\$85,268	\$85,278	
APPROPRIATION SUMMARY:						
Personal Services		\$50,463	\$54,428	\$54,428	\$54,373	
Equipment		20	83	83	550	
Expenses		17,267	24,842	24,842	23,854	
Supplies		1,728	3,544	3,544	4,444	
Occupancy		1,973	2,371	2,371	2,057	
TOTAL APPROPRIATIONS		\$71,451	\$85,268	\$85,268	\$85,278	

SERVICE AREA: Social Services		PROGRAM: Leisure Services for Older Persons (39E)			
ACTIVITY: Services to Other Adults		ORGANIZATION: Center for Active Seniors, Inc.			
PROGRAM MISSION: To provide social, recreational, and informational activities to the Scott County in order to stimulate and strengthen group activities for older people. These group activities are designed to provide part of the information and social stimulation necessary to aid in helping seniors live as independently as possible.					
PROGRAM OBJECTIVES:					
1. To provide 2100 activity sessions.					
2. To maintain an average of 20 participants per session.					
3. To keep costs per session at or below \$50.00.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Activity locations		2	2	2	2
WORKLOAD					
1. Sessions		4,385	2,000	2,200	2,200
PRODUCTIVITY					
1. Cost per session		\$16.45	\$50.00	\$50.00	\$68.65
EFFECTIVENESS					
1. Participants per session		20	15	20	20
2. Staff costs as a percent of program costs		68%	70%	58.00%	58.00%
ANALYSIS:					
<p>The demand indicator of activity locations is continued at two. The change of the congregate meal program from CASI to the Area Agency on Aging resulted in this decrease during the last half of the FY00 year. The number of sessions (W1) is increased in the requested level by 10% over the current years projected. It should be noted that the FY00 actual level includes some months when services were being provided at all the meal sites. The cost per session (P1) is increased 37% due to increased expenses requested for this program. The increases seen this year and next year reflect increases in personnel costs of reallocation of time of the Senior Center increase in the expense items relating Coordinator and addition of a fitness center assistant.</p> <p>Total appropriations to this program are requested at a level that is 45.9% over the FY01 budget. This increase is primarily attributable to the increased personal costs as previously discussed and the to contract services. This expense relates to building a sidewalk from the Center to the elderly housing complex in the rear of the building. The revenues are included from a grant to provide funding for this project.</p> <p>Under contractual obligations this program is eligible for consideration of continued funding at the FY01 level. The agency is requesting funding at this level. Funding is recommended at the requested level of \$18,297.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Leisure Serv/Older Persons (39E)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
President/CEO		0.10	0.10	0.10	0.10	
Vice President/Resource Development		0.10	0.10	-	-	
Budget Manager		-	-	0.06	0.06	
Development Coordinator		-	-	0.06	0.06	
Accounting Coordinator		0.10	0.10	0.10	0.10	
Administrative Coordinator		0.10	0.10	0.10	0.10	
Receptionist		0.10	0.10	0.10	0.10	
Fitness Center Assistant		-	-	1.40	1.40	
Senior Center Director		0.50	1.00	1.00	1.00	
Janitor		0.25	0.28	0.20	0.20	
Activity Managers		1.15	1.15	0.55	0.55	
Site Managers		-	0.50	0.70	0.70	
Meal Site Assistant		-	-	0.25	0.25	
TOTAL POSITIONS		2.40	3.43	4.62	4.62	
REVENUE SUMMARY:						
Pledge Revenue		\$3,580	\$5,265	\$5,265	\$3,850	
Title III C		0	9,316	9,316	9,500	
Contributions		7,688	4,536	4,536	27,200	
Activities		21,163	5,040	11,040	6,710	
Membership		5,418	6,000	6,000	6,000	
Miscellaneous		34	126	126	110	
Interest		301	13	13	804	
CDBG		0	10,524	10,524	11,682	
Rent Revenue		1,251	925	925	906	
Project Income		28,723	21,535	21,535	14,342	
Supplemental Grants		0	432	0	9,150	
Knouse Grant		1,000	2,000	0	1,000	
Plus Sixty		500	0	0	0	
GRB Community Foundation		100	0	0	0	
Scott County Regional Authority		18,335	10,000	10,000	30,000	
Riverboat Development Authority		2,125	5,000	5,000	0	
Bingo		5,339	4,515	4,515	11,478	
SUB-TOTAL REVENUES		\$95,557	\$85,227	\$88,795	\$132,732	
Scott County Contribution		16,033	18,297	18,297	18,297	18,297
TOTAL REVENUES		\$111,590	\$103,524	\$107,092	\$151,029	
APPROPRIATION SUMMARY:						
Personal Services		\$45,269	\$72,684	\$78,660	\$88,124	
Equipment		18	83	83	550	
Expenses		18,217	24,842	22,434	55,854	
Supplies		7,102	3,544	3,544	4,444	
Occupancy		1,558	2,371	2,371	2,057	
TOTAL APPROPRIATIONS		\$72,164	\$103,524	\$107,092	\$151,029	

SERVICE AREA: Social Services		PROGRAM: Health Services-Community Services (40B)			
ACTIVITY: Services to Other Adults		ORGANIZATION: Community Health Care, Inc.			
PROGRAM MISSION: To provide comprehensive primary health care for community service clients by offering medical, lab, x-ray, pharmacy, dental and mental health services.					
PROGRAM OBJECTIVES:					
1. To meet 100% of Community Service requests.					
2. To maintain the Community Services cost per encounter under \$95.00.					
3. To continue to work with the Community Services' staff to ensure that all third party revenue is maximized.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Estimated number of Scott County citizens below poverty level		12,482	12,482	12,482	12,482
2. Number of Community Services encounters		2,823	3,000	3,100	3,100
WORKLOAD					
1. Cost of Community Services medical services		\$50,145	\$42,575	\$46,708	\$46,708
2. Cost of Community Services dental services		\$5,324	\$5,000	\$5,484	\$5,484
3. Cost of Community Services pharmacy services		\$159,727	\$172,000	\$170,008	\$170,008
4. Cost of Community Services lab services		\$11,369	\$14,500	\$11,710	\$11,710
5. Cost of Community Services x-ray services		\$4,044	\$4,000	\$4,165	\$4,165
PRODUCTIVITY					
1. Cost per Community Services encounter		\$81.67	\$79.36	\$76.80	\$76.80
EFFECTIVENESS					
1. Percent of Community Services encounter requests seen		100%	100%	100%	100%
2. FQHC approved Iowa Medicaid encounter rate		\$110.00	\$110.00	\$110.00	\$110.00
ANALYSIS:					
<p>The Community Services program of Community Health Care provides needed services to persons determined eligible for medical assistance by the County Community Services Dept. The number of Community Service encounters (D.2) is expected to increase 3% over FY'01 projections and 10% over FY'00 actual. Workload indicators (W.1-W.5) represent a projection of billable services provided. Considerable discussion and effort between CHC and the County has taken place during the past several years to help control the cost of pharmacy services (W.3) as this has been an area of concern because of escalating costs. This area continues to be monitored closely. Cost per Community Services encounter (P.1) is expected to remain stable. All Community Service encounter requests (E.1) will continue to be seen. No revenues are generated for this program.</p> <p>The agency is requesting and it is recommended that the funding level for this program remain at the current level of \$238,075.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Health Serv-Comm Services (40B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Physician		0.32	0.32	0.32	0.32	
Physician Assistant		0.11	0.11	0.11	0.11	
Nurse Practitioner		0.09	0.09	0.09	0.09	
Nutritionist		0.04	0.04	0.04	0.04	
Health Educator		0.03	0.03	0.03	0.03	
Social Worker		0.06	0.06	0.06	0.06	
X-Ray Technician		0.04	0.04	0.04	0.04	
Lab Technician		0.13	0.13	0.13	0.13	
Nursing Coordinator		0.03	0.03	0.03	0.03	
LPN/Medical Assistant		0.48	0.48	0.48	0.48	
Dentist		0.11	0.11	0.11	0.11	
Dental Hygienist		0.09	0.09	0.09	0.09	
Dental Assistants		0.20	0.20	0.20	0.20	
Dental Receptionist		0.03	0.03	0.03	0.03	
Pharmacist		0.06	0.06	0.06	0.06	
Pharmacy Technician		0.06	0.06	0.06	0.06	
Information Services Coordinator		0.03	0.03	0.03	0.03	
Medical Records Clerk		0.17	0.17	0.17	0.17	
Transcriptionist		0.11	0.11	0.11	0.11	
Business Office Coordinator		0.03	0.03	0.03	0.03	
Lead Insurance Clerk		0.03	0.03	0.03	0.03	
Insurance Clerk		0.17	0.17	0.17	0.17	
Receptionist		0.18	0.18	0.18	0.18	
Executive Director		0.03	0.03	0.03	0.03	
Director Operations/Finance		0.03	0.03	0.03	0.03	
Administrative Assistant		0.03	0.03	0.03	0.03	
Administrative Secretary		0.06	0.06	0.06	0.06	
Telephone Operator		0.03	0.03	0.03	0.03	
Data Entry Operator		0.10	0.10	0.10	0.10	
Medical Unit Clerk		0.03	0.03	0.03	0.03	
Accounting Specialist		0.03	0.03	0.03	0.03	
Medical Clinic Manager		0.05	0.05	0.05	0.05	
Health Specialist		0.03	0.03	0.03	0.03	
Development Specialist		0.03	0.03	0.03	0.03	
Accountant		0.03	0.03	0.03	0.03	
TOTAL POSITIONS		3.08	3.08	3.08	3.08	
REVENUE SUMMARY:						
Scott County Contribution		\$220,000	\$238,075	\$238,075	\$238,075	\$238,075
TOTAL REVENUE		\$220,000	\$238,075	\$238,075	\$238,075	\$238,075
APPROPRIATION SUMMARY:						
Personal Services		\$70,840	\$66,075	\$66,075	\$66,870	
Expenses		44,600	34,000	34,000	33,180	
Supplies		115,127	138,000	138,000	139,950	
TOTAL APPROPRIATIONS		\$230,567	\$238,075	\$238,075	\$240,000	



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SERVICE AREA: County Environment		PROGRAM: Conservation Administration (18A)			
ACTIVITY: Conservation & Recreation Services		ORGANIZATION: Conservation			
PROGRAM MISSION: To professionally and efficiently manage the activities of the Conservation department for the Conservation Board, staff and general public by providing administrative, technical, and clerical support.					
PROGRAM OBJECTIVES:					
1. To accomplish 80% of all program performance objectives.					
2. To keep administrative costs as a percent of department budget below 9%					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Authorized personnel excluding seasonal park personnel (FTE's)	40.6	40.6	40.6	40.6	40.6
2. Authorized budget (Net of Golf)	\$2,345,094	\$2,360,078	\$2,675,451	\$2,663,985	\$2,663,985
3. Golf Course budget	\$1,042,019	\$1,073,893	\$1,125,138	\$1,125,138	\$1,125,138
WORKLOAD					
1. Park system program & fiscal management	30%	30%	30%	30%	30%
2. Golf Course program & fiscal management	50%	50%	50%	50%	50%
3. Conservation Board requests & concerns	10%	10%	10%	10%	10%
4. Meetings, outside activities, citizen concerns	10%	10%	10%	10%	10%
PRODUCTIVITY					
1. Administrative cost as a percent of department budget	8.3%	8.1%	8.1%	8.1%	8.1%
2. Administrative personnel as a percent of department personnel	9.9%	9.9%	9.9%	9.9%	9.9%
EFFECTIVENESS					
1. Program performance objectives accomplished	41%	80%	80%	80%	80%
ANALYSIS:					
<p>The are no requested changes to the FTE authorized total for FY02. There is only a title change for the Turf Assistant position under the Golf Course program to the position title "Assistant Superintendent".</p> <p>Overall for the department non-salary expenses are recommended to increase 2.4% over current budgeted levels (net of the increase in CIP appropriations above the current year due to an anticipated RDA grant toward the construction of a new campground at Scott County Park).</p> <p>The Administration program non-salary costs are increasing \$7,305 due primarily to increased engineering fees which have risen considerably in recent years. Also, utility costs are increasing in addition to an allocated share of software maintenance costs for the new recreational software recently installed.</p> <p>The fluctuation in the percent of administration cost as a percent of the department budget (P.1) is due to varying levels of capital improvements from year to year when carryover of projects or grant funding occurs.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Conservation Administration (18A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
775-A Director		1.00	1.00	1.00	1.00	1.00
445-A Operations Manager		1.00	1.00	1.00	1.00	1.00
220-A Conservation Assistant		1.00	1.00	1.00	1.00	1.00
141-A Clerk II		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		4.00	4.00	4.00	4.00	4.00
APPROPRIATION SUMMARY:						
Personal Services		\$205,478	\$226,935	\$219,028	\$237,939	\$236,516
Equipment		0	1,500	1,500	0	0
Expenses		67,082	50,435	47,507	59,440	59,440
Supplies		4,586	9,900	9,900	9,700	9,700
TOTAL APPROPRIATIONS		\$277,146	\$288,770	\$277,935	\$307,079	\$305,656

SERVICE AREA: County Environment		PROGRAM: Parks & Recreation (18B)			
ACTIVITY: Conservation & Recreation Services		ORGANIZATION: Conservation			
PROGRAM MISSION: 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.					
PROGRAM OBJECTIVES:					
1. To keep cost per capita to main park system (net of revenues) at \$11.51 or below.					
2. To accommodate 41,600 people at the Scott County Park Pool.					
3. To achieve revenue levels at Scott County Park and West Lake Park at \$276,112 and \$305,600 respectively.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Population of Scott County		151,000	151,000	159,458	159,458
2. Attendance at Scott County pool		41,641	41,641	41,600	41,600
3. Attendance at West Lake Park beach		28,418	28,418	28,400	28,400
4. Number of camp sites available		738	738	738	738
5. Total acres owned		2,795	2,795	2,795	2,795
WORKLOAD					
1. Total attendance at Scott County pool		41,641	41,641	41,600	41,600
2. Total attendance at West Lake Park beach		28,418	28,418	28,400	28,400
3. Number of new acres developed		0	0	0	0
PRODUCTIVITY					
1. Per capita cost of park system (with CIP)		\$15.53	\$15.62	\$16.78	\$16.71
2. Per capita cost of park system (net of revenues)		\$10.34	\$11.14	\$11.58	\$11.51
EFFECTIVENESS					
1. Revenue received from Scott County Park		\$253,505	\$253,505	\$276,112	\$276,112
2. Revenue received from Buffalo Shores		\$50,176	\$50,176	\$61,650	\$61,650
3. Revenue received from West Lake Park		\$277,896	\$277,896	\$305,600	\$305,600
4. Revenue received from Pioneer Village		\$61,873	\$61,873	\$68,950	\$68,950
5. Revenue received from Cody Homestead		\$7,443	\$7,443	\$8,850	\$8,850
ANALYSIS:					
<p>No FTE position organization changes have been requested for this program for FY02.</p> <p>Non-salary expenses are recommended to increase 1.3% over current budgeted levels net of capital projects for this program. Personal services are recommended to decrease from requested levels to lower overtime requests to more historic spending levels.</p> <p>Capital improvement appropriations for FY02 are recommended at \$288,000. The net property tax support for capital projects totals \$230,000 (\$288,000 less \$15,000 in Conservation CIP carryover funds and \$43,000 in REAP funds). This net property tax amount is just slightly higher than the current net property tax level of \$229,000 in FY01.</p> <p>Capital funding for next year includes the first year \$20,000 payment of a 2-year payback program to the County general fund for its contribution to the Wapsi dormitory project.</p> <p>Other capital projects for next year at Scott County Park include picnic table replacements, playground equipment</p>		<p>replacements, renovation of the old Nature Center, siding of the Brophy residence, window replacements at headquarters, Pine Grove restroom renovation and various REAP projects.</p> <p>It is also noted that the Conservation Board previously discussed with the Board of Supervisors the need for campground expansion at Scott County Park. This would be a sizable project and would require a loan advance from the Board. The Conservation Board will also apply for riverboat funding. A design and cost estimate will be done in the current year and brought back to both Boards for their review and consideration.</p> <p>Charges for services revenues are projected to increase 2.2% next year primarily due to increased camping fees offset by a reduction in pool and beach revenues to more historic levels and the elimination of park entrance fees as explained further below. The FY02 PPB indicators for this program show an increase in revenues at all parks due to various rate increases scheduled to go into effect January 1, 2001. Demand and workload indicators show no dramatic change</p>		<p>from historical levels.</p> <p>In addition to a rate increase, the Conservation Board has also decided to implement a non-resident fee for camping and shelter usage. This will allow Conservation to eliminate the entrance fee at Scott County Park. The new fee charged at all the parks that offer camping and picnicking facilities will make up this reduction in revenue. It is anticipated that an increased usage will occur of other facilities, such as the pool at Scott County Park, by out-of county visitors that may have stayed away due to the entrance fee charged in the past.</p> <p>Miscellaneous revenues fluctuate based on one-time donations that may occur. These funds are usually restricted for capital projects.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Park & Recreation (18B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
357-A Park Maintenance Supervisor		2.00	2.00	2.00	2.00	2.00
307-A Park Ranger		2.00	2.00	2.00	2.00	2.00
220-A Patrol Ranger		1.00	1.00	1.00	1.00	1.00
187-A Pioneer Village Site Coordinator		1.00	1.00	1.00	1.00	1.00
187-A Equipment Mechanic		2.00	2.00	2.00	2.00	2.00
187-A Park Crew Leader		1.00	1.00	1.00	1.00	1.00
162-A Park Maintenance Worker		5.00	5.00	5.00	5.00	5.00
99-A Cody Homestead Site Coordinator		0.75	0.75	0.75	0.75	0.75
Z Seasonal Concession Worker		0.50	0.50	0.50	0.50	0.50
TOTAL POSITIONS		15.25	15.25	15.25	15.25	15.25
REVENUE SUMMARY:						
Intergovernmental		\$122,347	\$42,500	\$41,000	\$43,000	\$43,000
Fees and Charges		492,418	530,200	494,537	541,800	541,800
Use of Money/Property		109,738	128,850	128,450	128,062	128,062
Miscellaneous		28,653	13,200	9,050	9,400	9,400
Sale of Fixed Assets		700	0	0	0	0
TOTAL REVENUES		\$753,856	\$714,750	\$673,037	\$722,262	\$722,262
APPROPRIATION SUMMARY:						
Personal Services		\$925,789	\$990,233	\$987,898	\$1,070,705	\$1,055,051
Equipment		68,298	142,000	150,718	145,000	145,000
Capital Improvement		417,126	270,000	265,632	288,000	288,000
Expenses		233,487	275,130	276,157	270,650	270,650
Supplies		281,859	278,760	278,760	289,349	289,349
TOTAL APPROPRIATIONS		\$1,926,559	\$1,956,123	\$1,959,165	\$2,063,704	\$2,048,050

SERVICE AREA: Golf Course Enterprise Fund		PROGRAM: Glynn's Creek (18E/F)			
ACTIVITY: Conservation & Recreation Services		ORGANIZATION: Conservation			
PROGRAM MISSION: To operate and maintain a high quality 18-hole public golf course for the recreational enjoyment of the citizens of Scott County and the surrounding area by providing the best customer service and golfing experience possible.					
PROGRAM OBJECTIVES:					
1. To increase rounds of play to 40,000.					
2. To increase average income per round to \$32.96					
3. To increase the number of outings to 120 accommodating 6,720 participations.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Rounds of play requested		39,880	39,880	40,000	40,000
2. Acres to maintain: greens/tees/fairways and rough/woods	4/5/159/30	4/5/159/30	4/5/159/30	4/5/159/30	4/5/159/30
3. Number of carts to maintain (including Ranger & food/beverage cart)	77	77	77	77	77
4. Number of outings/participants requested	100/6250	100/6250	120/6720	120/6720	120/6720
WORKLOAD					
1. Rounds of play provided		39,880	39,880	40,000	40,000
2. Acres maintained: greens/tees/fairways & rough/woods	4/5/159/30	4/5/159/30	4/5/159/30	4/5/159/30	4/5/159/30
3. Number of carts maintained (including Ranger & food/beverage cart)	77	77	77	77	77
4. Number of outings/participants provided	100/6250	100/6250	120/6720	120/6720	120/6720
PRODUCTIVITY					
1. Maintenance operating cost/acre (not including capital costs)		\$2,306	\$2,567	\$2,724	\$2,724
2. Maintenance costs per round (not including capital costs)		\$11.45	\$12.75	\$13.48	\$13.48
3. Maintenance costs per hole (1993 industry average is \$25,000)		\$25,369	\$28,243	\$29,962	\$29,962
EFFECTIVENESS					
1. Green fees collected		\$649,066	\$681,713	\$742,945	\$742,945
2. Net cart revenue collected		\$303,653	\$297,500	\$333,640	\$333,640
3. Net income from Pro Shop and rentals		\$21,849	\$21,849	\$33,000	\$33,000
4. Net income from concessions		\$148,472	\$145,500	\$145,160	\$145,160
5. Net income from range		\$48,803	\$58,125	\$47,880	\$47,880
6. Income per round		\$29.80	\$30.92	\$32.96	\$32.96
ANALYSIS:					
<p>There are no major changes requested to the authorized table of organization for FY02. There is only a title change for the Turf Assistant position under the Golf Course program to the position title "Assistant Superintendent".</p> <p>Non-salary costs are recommended to increase 0.5% over current budgeted amounts. Depreciation expense is lower than current budgeted amounts due to the higher capitalization policy approved by the Board. General expenses are increasing due to software maintenance costs allocated to this program for the newly installed recreation management software.</p> <p>Revenues are recommended to increase 6.9% over current budget amounts. The Conservation Board will be increasing fees by 5% in January 2002 with weekend rates increasing 10%. Also rounds are projected to increase slightly over FY00 actual levels to 40,000. It is noted that the weather will always play an important role in determining actual rounds played. However, FY00 proved that the course can reach 40,000 rounds.</p> <p>It is noted that the golf course budget</p>		<p>reflects full accrual accounting with a reconciliation of uses of cash toward other purposes such as payment of principal amounts of the certificates of participation, equipment purchases which are capitalized on the balance sheet, capital outlays, and amortization of outstanding interest owed the general fund being paid back over the remaining life of the bonds. Any remaining cash would be used toward future equipment replacements or capital projects.</p> <p>The department realizes that capital projects can only occur if there are cash resources to do them. Anticipated projects for next year include driving range improvements, clubhouse improvements (improved storage area for kitchen and food service area, and carpet replacement), bunker renovation, and construction of a new nursery.</p> <p>It is noted that the amount projected for driving range revenues is the amount originally budgeted for the current fiscal year. Revenues have actually dropped off in this area as shown in FY00. The capital project noted above for the driving range will develop a short game area which may increase</p>			
		<p>revenue in the area in the future.</p> <p>The Conservation Department has leases on several of their high usage large equipment (greens mowers, fairway mowers, etc.). The lease arrangements allow for equipment replacement to occur within budgeted cashflow amounts. Once the bonds are paid off (Fiscal Year 2013), all equipment will be purchased as opposed to leasing.</p> <p>Personal services costs are increasing due to projected health medical cost increases and increases to various seasonal salaries based on historical levels.</p> <p>The number of outings is budgeted to increase slightly over current year projected amounts.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Glynn's Creek (18E/F)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
462-A Golf Pro/Manager		1.00	1.00	1.00	1.00	1.00
462-A Golf Course Superintendent		1.00	1.00	1.00	1.00	1.00
187-A Mechanic/Crew Leader		1.00	1.00	1.00	1.00	1.00
187-Assistant Superintendent		0.00	0.00	0.00	1.00	1.00
187-A Golf Turf Assistant		1.00	1.00	1.00	0.00	0.00
125-A Maintenance Worker		2.00	2.00	2.00	2.00	2.00
Z Seasonal Assistant Golf Pro		0.75	0.75	0.75	0.75	0.75
Z Seasonal Golf Pro Staff		7.05	7.05	7.05	7.05	7.05
Z Seasonal Part Time Laborers		5.55	5.55	5.55	5.55	5.55
TOTAL POSITIONS		19.35	19.35	19.35	19.35	19.35
REVENUE SUMMARY:						
Total Charges for Services		\$11,203	\$25,400	\$25,400	\$24,000	\$24,000
Total Green Fees		649,066	681,713	681,713	742,945	742,945
Net Cart Fees		303,653	297,500	297,500	333,640	333,640
Net Food/Beverage		148,472	145,500	145,500	145,160	145,160
Net Merchandise Sales		10,646	9,000	9,000	9,000	9,000
Net Driving Range Sales		48,803	58,125	58,125	47,880	47,880
Total Interest Income		15,172	15,000	15,000	15,000	15,000
Total Miscellaneous		1,509	1,000	1,000	1,000	1,000
Gain on Sale of Fixed Assets		68,744	0	0	0	0
TOTAL REVENUES		\$1,257,268	\$1,233,238	\$1,233,238	\$1,318,625	\$1,318,625
APPROPRIATION SUMMARY:						
Personal Services		\$427,794	\$469,401	\$472,350	\$522,303	\$522,303
Equipment (minor)		15,989	2,000	2,000	6,000	6,000
Depreciation		139,414	148,026	139,413	139,413	139,413
Expenses		74,453	79,700	82,100	85,002	85,002
Supplies		114,139	121,470	121,470	123,455	123,455
Debt Service		270,231	248,914	256,560	248,965	248,965
TOTAL APPROPRIATIONS		\$1,042,020	\$1,069,511	\$1,073,893	\$1,125,138	\$1,125,138
Net Income		\$215,248	\$163,727	\$159,345	\$193,487	\$193,487
CASH FLOW RECONCILIATION:						
Add back depreciation (non-cash expense)		139,414	148,026	139,413	139,413	139,413
Deduct gain on sale of fixed assets (non-cash revenue)		(68,744)	0	0	0	0
Deduct balance sheet cash outlays:						
Principal payment Certificates of Participation		(145,000)	(155,000)	(155,000)	(160,000)	(160,000)
Equipment purchases (major)		(107,820)	(67,000)	(67,000)	(60,952)	(60,952)
Capital projects		0	0	(60,000)	(58,000)	(58,000)
Amortized General Fund interest payment		(13,016)	(41,492)	(13,016)	(13,016)	(13,016)
Other balance sheet account changes (net)		764	-	-	-	-
Amount of cash available for other uses		\$ 20,846	\$ 48,261	\$ 3,742	\$ 40,932	\$ 40,932

SERVICE AREA: County Environment		PROGRAM: Wapsi River Environmental Educ Center (18G)			
ACTIVITY: Conservation & Recreation Services		ORGANIZATION: Conservation			
PROGRAM MISSION: To increase the understanding of natural resource systems by providing the programs and site which will facilitate learning and scientific literacy by students and the general public on a regional basis.					
PROGRAM OBJECTIVES:					
1. Maintain public presentations at 140 presentations.					
2. Maintain student contact hours at 17,800 hours.					
3. Increase overall attendance by 2%.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Population of Scott and Clinton counties	208,000	208,000	208,000	208,000	208,000
2. Public presentations	140	140	140	140	140
3. Student contact hours	16,675	17,800	17,800	17,800	17,800
4. Inner-city youth field day/youths	24/735	20/528	20/530	20/530	20/530
5. Overall attendance	22,047	24,000	24,480	24,480	24,480
WORKLOAD					
1. Population of Scott and Clinton counties	208,000	208,000	208,000	208,000	208,000
2. Public programs	140	140	140	140	140
3. Student contact hours	16,675	17,800	17,800	17,800	17,800
4. Publish an 8-12 page newsletter, number of copies annually	7,950	8,400	8,600	8,600	8,600
5. Develop and maintain existing buildings for public use	5	6	6	6	6
6. Develop and conduct inner-city field days/youths	24/735	20/528	20/530	20/530	20/530
PRODUCTIVITY					
1. Per capita cost of Center	\$0.68	\$0.76	\$0.81	\$0.81	\$0.81
2. Number of acres maintained	225	225	225	225	225
EFFECTIVENESS					
1. Percent of park acres developed	11%	11%	11%	11%	11%
2. Operating revenues generated (net of CIP Grants)	\$4,204	\$4,388	\$6,420	\$9,420	\$9,420
ANALYSIS:					
<p>No Fte changes requested for next year in this program.</p> <p>Intergovernmental revenues are decreasing dramatically due to FY01 budget including \$20,000 in RDA grant funds toward the construction of the dormitory facility which received earlier in the prior year.</p> <p>The amount requested under use of money and property is recommended to increase due to anticipated rentals received for the newly constructed dormitory.</p> <p>Non-salary costs are recommended to increase \$2,530 primarily for utility costs and the amount of software maintenance costs allocated to this program for the new recreation management software system.</p> <p>Student contact hours are projected to remain at current levels. Inner-city youth program is expected to remain stable for next year with the overall attendance at the facility projected to increase 2%.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Wapsi River Environ Educ Center (18G)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
382-A Naturalist/Director		1.00	1.00	1.00	1.00	1.00
271-A Assistant Naturalist		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		2.00	2.00	2.00	2.00	2.00
REVENUE SUMMARY:						
Intergovernmental		\$25,000	\$20,000	\$0	\$0	\$0
Fees and Charges		36	50	28	30	30
Use of Money/Property		3,730	6,000	4,000	6,000	9,000
Miscellaneous		438	1,100	360	390	390
TOTAL REVENUES		\$29,204	\$27,150	\$4,388	\$6,420	\$9,420
APPROPRIATION SUMMARY:						
Personal Services		\$115,197	\$128,270	\$128,128	\$138,118	\$136,920
Expenses		17,784	20,520	21,350	22,750	22,750
Supplies		8,407	8,500	8,500	8,800	8,800
TOTAL APPROPRIATIONS		\$141,388	\$157,290	\$157,978	\$169,668	\$168,470

SERVICE AREA: County Environment		PROGRAM: Planning & Development Administration (25A)			
ACTIVITY: Environmental Quality/County Development		ORGANIZATION: Planning & Development			
PROGRAM MISSION: To provide professional planning and technical assistance to the Board of Supervisors, the Planning & Zoning Commission and the Board of Adjustment in order to develop, 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.					
PROGRAM OBJECTIVES:					
1. To handle 90% of requests for planning information by date requested.					
2. To accomplish 100% of departmental objectives.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Planning and Zoning Commission agenda applications	27	30	30	30	
2. Board of Adjustment agenda applications	25	25	25	25	
3. Planning and Zoning information requests	1,378	1,500	1,500	1,500	
4. Departmental budget	\$223,154	\$236,198	\$238,549	\$307,788	
5. Authorized positions	4.33	4.33	4.33	4.33	
WORKLOAD					
1. Number of Rezoning, Subdivision & Site Plan applications reviewed	27	30	30	30	
2. Number of Variance, Special Use Permit & Appeals of Interpretation	25	25	25	25	
3. Number of responses to Planning and Zoning information requests	1,378	1,500	1,500	1,500	
4. Number of Boards and Committees Director serves on	16	16	16	16	
5. Number of building permit applications	744	800	850	850	
PRODUCTIVITY					
1. Staff hours spent on Planning & Zoning Commission applications	284	500	500	500	
2. Staff hours spent on Board of Adjustment applications	400	400	400	400	
3. Staff hours spent on responses to planning & zoning inform requests	345	375	375	375	
4. Staff hours spent serving on various boards and committees	432	400	400	400	
5. Staff hours spent on building permit applications	617	800	800	800	
EFFECTIVENESS					
1. % of P & Z Commission items delayed due to incomplete application	0%	0%	0%	0%	
2. % of Board of Adjustment items delayed due to incomplete application	0%	0%	0%	0%	
3. % of time spent on P & Z and BOA agenda items	32%	36%	36%	36%	
4. % of time spent providing planning and zoning information	18%	15%	15%	15%	
5. % of time spent serving on various boards and committees	20%	16%	16%	16%	
6. % of time spent on building permit applications	30%	33%	33%	33%	
ANALYSIS:					
Non-salary expenses for this department are recommended for an increase of \$52,850. \$50,000 of this increase is the estimated cost of the corrective clean up action for the North Pine Service tax deed property. This is offset by State LUST grant revenue, which reimburses the County for 100% of the required site clean up costs. An increase in professional services expenses of \$2500 is reflected in the increased use of the building inspector due to the strong building activity. The department has requested a new vehicle and anticipates maintenance costs to go down and therefore has reduced maintenance expenses by \$250. A review of the director's position was requested and is being reviewed by Human Resources.		maintenance expenses of \$250 as mentioned above.		impact on building activity. The productivity indicators are calculated from the workload and demand indicators and are a general indication of the staff time devoted to the various tasks performed by the department. The effectiveness indicators track the percentage of time spent performing those tasks.	
Non-salary expenses for this program are recommended to decrease \$50. There is a modest increase of \$100 in travel and \$50 in schools of instruction to cover increased costs due to a Planning Commissioner's serving on the Iowa American Planning Association Board and the Director serving on the Iowa County Zoning Officials Board. This increase is off-set by the decrease in		Total revenues for this program are recommended to decrease for FY01 budget because the County doesn't anticipate any tax deed properties for sale for this year. However, an increase of \$50,000 is projected for FY02 budget. This increase is due to the reimbursement of the State L.U.S.T. grant funds for the projected clean up costs at the North Pine service station.			
		The FY'00 revenue from Sale of Fixed Assets of \$36,985 was from the auction of tax deed properties. This was from the one auction held that year, the first auction held in five years. There are no longer many tax deed properties that accumulate and auctions are expected to be scheduled less frequently.			
		The budget indicators for this program are expected to remain generally stable from the previous year's activity. A 6.25% increase in building permit applications is projected due to the strong building activity. Even though the economy appears to be slowing, interest rates are expected to drop and remain low which generally has a positive			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Planning & Development Admin (25A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
608-A Planning & Development Director		0.00	0.00	0.00	0.50	0.50
534-A Planning & Development Director		0.50	0.50	0.50	0.00	0.00
314-C Building Inspector		0.05	0.05	0.05	0.05	0.05
252-C Planning & Development Specialist		0.50	0.50	0.50	0.50	0.50
162-A Clerk III		0.25	0.25	0.25	0.25	0.25
Z Planning Intern		0.25	0.25	0.25	0.25	0.25
TOTAL POSITIONS		1.55	1.55	1.55	1.55	1.55
REVENUE SUMMARY:						
Intergovernmental		\$0	\$0	\$1,000	\$50,000	\$50,000
Fees and Charges		0	75	75	75	75
Miscellaneous		0	75	75	75	75
Sale of Fixed Assets		36,985	5,000	5,000	5,000	5,000
TOTAL REVENUES		\$36,985	\$5,150	\$6,150	\$55,150	\$55,150
APPROPRIATION SUMMARY:						
Personal Services		\$68,472	\$73,712	\$74,107	\$85,595	\$85,187
Expenses		24,653	20,395	20,745	70,295	70,295
Supplies		1,198	1,110	1,160	1,160	1,160
TOTAL APPROPRIATIONS		\$94,323	\$95,217	\$96,012	\$157,050	\$156,642

SERVICE AREA: County Environment		PROGRAM: Code Enforcement (25B)			
ACTIVITY: County Development		ORGANIZATION: Planning & Development			
PROGRAM MISSION: To fairly enforce County building, subdivision, and zoning codes for the protection of the lives, safety and welfare of Scott County citizens by efficiently and effectively interpreting and implementing the regulations. Also to enforce the State law regulating growth of Scott County by balancing the need to identify areas appropriate for development with the need to preserve productive farm land.					
PROGRAM OBJECTIVES:					
1. To conduct 100% of all building inspections on day requested.					
2. To maintain average inspections conducted per permit under 2.5.					
3. To maintain cancelled or expired permits under 10% of total number of permits issued.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. # of single-family residential building permits issued		115	100	100	100
2. # of residential addition or remodels permits issued		123	125	130	130
3. # of residential accessory building permits issued		76	75	85	85
4. # of commercial building permits issued		49	50	50	50
5. Total # of building permits issued for unincorporated areas		463	450	460	460
6. Total # of building permits issued for 28E cities		281	275	280	280
WORKLOAD					
1. # of footings inspections completed		312	300	300	30
2. # of rough in inspections completed		189	200	200	200
3. # of final inspections completed		603	600	600	600
4. Total # of inspections for unincorporated areas		1,058	1,000	1,050	1,050
5. Total # of inspections for 28E cities		540	500	550	550
PRODUCTIVITY					
1. # of inspections conducted per day		6.3	6	6	6
2. Total building permit fees collected		\$187,160	\$175,000	\$175,000	\$175,000
3. % of total budget for building permit fees collected		125%	106%	100%	100%
4. Total valuation of construction for building permits issued		\$23,513,806	\$20,000,000	\$22,500,000	\$22,500,000
EFFECTIVENESS					
1. Percent of building inspections made on day requested		99%	95%	99%	99%
2. Number of inspections per permits issued		2.1	2.4	2.4	2.4
3. Percent of cancelled or expired permits compared to total permits issued		9%	9%	9%	9%
ANALYSIS:					
Building permit revenues are anticipated to increase 6.1% or \$10,000 due to the strong building activity. Non-salary expenses are recommended to increase \$2,900. The increased use of the substitute building inspector has necessitated a request to increase professional service expenses for this program by \$2,500. This increase is offset by the significant increase in building permit fees realized over the last several years. A modest increase of \$100 for travel and \$200 for schools of instruction is recommended due to increased costs associated with the continuing education requirements for the building inspector. The department is also requesting a replacement of the code enforcement/Planning Directors vehicle which was purchased in FY'94. This request is being reviewed by the Vehicle Advisory Committee.		track the types and numbers of permits issued and the total numbers for the unincorporated areas and the 28E cities. The workload indicators track the types of inspections and the total numbers for the unincorporated areas and the 28E cities.			
Building permit and other development requests are expected to remain at current high levels with continued strong economy. Building inspections per permit remain projected at 2.4, with six inspections conducted per day. The demand indicators		Productivity indicators show the total building permit fees collected and the valuation of the new construction for the work covered by the building permits issued.			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Code Enforcement (25B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
608-A Planning & Development Director		0.00	0.00	0.00	0.50	0.50
534-A Planning & Development Director		0.50	0.50	0.50	0.00	0.00
314-C Building Inspector		0.95	0.95	0.95	0.95	0.95
252-A Planning & Development Specialist		0.50	0.50	0.50	0.50	0.50
162-A Clerk III		0.25	0.25	0.25	0.25	0.25
Z Weed/Zoning Enforcement Aide		0.58	0.58	0.58	0.58	0.58
TOTAL POSITIONS		2.78	2.78	2.78	2.78	2.78
REVENUE SUMMARY:						
Licenses and Permits		\$180,069	\$165,300	\$165,300	\$175,300	\$175,300
Fees and Charges		5,411	6,750	6,750	6,750	6,750
Miscellaneous		(57)	0	0	0	0
TOTAL REVENUES		\$185,423	\$172,050	\$172,050	\$182,050	\$182,050
APPROPRIATION SUMMARY:						
Personal Services		\$114,106	\$125,406	\$123,962	\$132,263	\$131,502
Expenses		12,536	13,450	16,400	16,300	16,300
Supplies		2,386	2,125	2,175	2,175	2,175
TOTAL APPROPRIATIONS		\$129,028	\$140,981	\$142,537	\$150,738	\$149,977

SERVICE AREA: County Environment		PROGRAM: Regional Planning/Tech Assistance (36A)			
ACTIVITY: County Environment		ORGANIZATION: Bi-State Regional Commission			
PROGRAM MISSION: To serve local governments in the Bi-State Region by: 1) providing regional planning, coordination, & administration services; 2) serving as a regional forum for problems/issues; 3) providing technical assistance to member governments.					
PROGRAM OBJECTIVES:					
1. To maintain the level of local government membership and participation at 45 communities and 5 counties.					
2. To provide direct service to Scott County in transportation, economic development, environment, data & graphics, housing, technical assistance & intergovernmental/regional programs.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Number of participating units of government (counties & cities)	50	50	50	50	
2. Number of on-going events/meetings/groups requiring coordination	119	119	119	119	
3. Direct services to Scott County government (person hours)	947	1,100	1,250	1,250	
4. Direct services to all part units of local government (person hours)	11,158	12,000	12,500	12,500	
WORKLOAD					
1. Number of participating units of local government (counties/cities)	50	50	50	50	
2. Number of on-going events/meetings/groups requiring coordination	119	119	119	119	
3. Direct services to Scott County (person hours)	947	1,100	1,250	1,250	
4. Direct services to all part units of local government (person hours)	11,158	12,000	12,500	12,500	
PRODUCTIVITY					
1. Percent of time spent on housing assistance	15%	15%	14%	14%	
2. Percent of time spent on highway/transit	36%	36%	38%	38%	
3. Percent of time spent on environment and recreation	11%	11%	10%	10%	
4. Percent of time spent on community planning & development	14%	14%	13%	13%	
5. Percent of time spent on intergovernmental forums & regional services	13%	13%	14%	14%	
6. Percent of time spent on data and graphic services	11%	11%	11%	11%	
EFFECTIVENESS					
1. Local funding as a percent of agency budget	49%	48%	49%	49%	
2. Scott County funding as a percent of local funding	8.10%	8.40%	7.70%	7.70%	
ANALYSIS:					
<p>The FY'02 demand and workload indicators for this program maintain the same number of member governments and staffing the same number of ongoing events and meeting groups. Direct service hours to Scott County is projected to increase due to additional financial management services that will be provided to Scott County Decat for Empowerment Funds. Direct service hours to all member governments are increased to reflect time projected to be spent in developing a funding source for the proposed bridge and existing bridge improvements with the creation of a Metropolitan Authority.</p> <p>The Commission approved a 3% increase in member dues for FY'02. The dues are set by the Commission on a pro-rata basis in accordance with each jurisdiction's population. It is recommended that Scott County's FY'02 contribution of \$57,126 be approved.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Regional Plan/Tech Assistance (36A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Executive Director		1.00	1.00	1.00	1.00	
Program Director		2.00	2.00	2.00	2.00	
Project Manager		2.00	1.00	1.00	1.00	
Planner & Senior Planner		8.00	7.00	8.00	8.00	
Administrative Services Director		1.00	1.00	1.00	1.00	
Data Services Planner		1.00	1.00	1.00	1.00	
Graphics/Data Coordinator		-	1.00	1.00	1.00	
Finance/Human Resources		-	1.00	1.00	1.00	
Accounting Technician		-	-	1.00	1.00	
Controller		-	1.00	-	-	
Word Processor/Receptionist		3.00	3.00	3.00	3.00	
Planning Assistant		2.00	2.00	2.00	2.00	
Housing Rehab Specialist		1.00	1.00	1.00	1.00	
Graphics Specialist		2.00	2.00	2.00	2.00	
TOTAL POSITIONS		23.00	24.00	25.00	25.00	
REVENUE SUMMARY:						
Membership Fees		\$242,830	\$250,557	\$260,611	\$259,854	
Charges for Services		284,405	317,566	385,187	425,255	
Federal/State Funding		268,228	268,129	246,768	266,768	
Transportation		426,616	434,602	487,740	496,104	
SUB-TOTAL REVENUES		\$1,222,079	\$1,270,854	\$1,380,306	\$1,447,981	
Scott County Contribution		53,847	55,462	55,462	57,126	57,126
TOTAL REVENUES		\$1,275,926	\$1,326,316	\$1,435,768	\$1,505,107	
APPROPRIATION SUMMARY:						
Personal Services		\$1,089,650	\$1,145,782	\$1,206,051	\$1,271,920	
Equipment		28,638	2,500	2,500	2,500	
Expenses		149,222	143,700	184,800	187,800	
Occupancy		32,559	32,481	33,625	33,625	
TOTAL APPROPRIATIONS		\$1,300,069	\$1,324,463	\$1,426,976	\$1,495,845	

SERVICE AREA: County Environment		PROGRAM: Animal Shelter (44A)			
ACTIVITY: Animal Control		ORGANIZATION: Humane Society			
PROGRAM MISSION: To reduce animal control problems for Scott County citizens by: A) temporarily housing stray and adoptable animals; B) educating citizens on spaying, neutering and responsible pet ownership; and C) enforcing state and local laws concerning animals.					
PROGRAM OBJECTIVES:					
1. To maintain the number of animals received below 8,000 through education and training.					
2. To maintain the average animal days held below 10 days by increasing adoptions and return to owners.					
3. To maintain the Scott County contribution below 6% of funding.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Number of hours per day facility is open		7	7	7	7
2. Number of days of the week the facility is open		7	7	7	7
3. Number of hours/day that animal control is available Mon-Fri/Sat-Sun		N/A	11/9	11/9	11/9
WORKLOAD					
1. Animals handled		6,997	7,242	7,314	7,314
2. Total animal days in shelter		61,388	65,178	65,826	65,826
3. Number of educational programs given		N/A	193	203	203
4. Number of bite reports handled in Scott County		N/A	506	521	521
5. Number of animals brought in from rural Scott County		N/A	265	270	270
6. Number of calls animal control handle in rural Scott County		N/A	145	168	168
PRODUCTIVITY					
1. Cost per animal shelter day		\$9.37	\$8.63	\$8.96	\$8.96
2. Cost per educational program		N/A	25.0	25.6	25.6
3. Cost per county call handled		N/A	\$30.00	\$30.00	\$30.00
EFFECTIVENESS					
1. Scott County contribution as a percent of program costs		4.7%	5.1%	5%	5%
2. Total number of animals adopted as a percent of animals handled		N/A	28%	31%	31%
3. Total number of animals returned to owner as a percent of animals		N/A	18%	18%	18%
4. Total number of animals euthanized as a percent of animals handled		N/A	49%	48%	48%
ANALYSIS:					
<p>The FY'02 PPB indicators for this program show that the number of animals handled (w.1) are stable with FY'01 projections as are total animal days in the shelter (W.2). Workload indicators (W.3-W.6) are new indicators that should better reflect activity taking place in the unincorporated areas of Scott County. Cost per animal shelter day (P.1) also continues to remain stable. The Humane Society has also identified new indicators to better show productivity and effectiveness for their Agency. FTE's have increased by 1.0 with the addition of a part-time kennel attendant in FY'01. Revenue is expected to increase by 6% with increases in city subsidies and transfer of dollars from the Society fund. Expenses are expected to increase 6.6%, reflected in increased salaries and operating expenses.</p> <p>The Humane Society continues to contract with the Health Department for animal bite investigations. The Humane Society is requesting a 2% increase from Scott County or \$516. It is recommended that this request be approved.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Animal Shelter (44A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Manager		1.00	1.00	1.00	1.00	
Animal Control		5.00	5.00	5.00	5.00	
Animal Control Officer (Part-Time)		2.00	2.00	2.00	2.00	
#1 Kennel Person Stray		1.00	1.00	1.00	1.00	
#2 Kennel Person Stray		1.00	1.00	1.00	1.00	
#3 Kennel Person Adoption		1.00	1.00	1.00	1.00	
#4 Kennel Person Stray (Part-Time)		2.00	2.00	2.00	2.00	
#5 Health Technician		1.00	1.00	1.00	1.00	
Kennel Attendant (Part-Time)		2.00	2.00	3.00	3.00	
Receptionist		1.00	1.00	1.00	1.00	
Building Maintenance		0.25	0.25	0.25	0.25	
Kennel Person		1.00	1.00	1.00	1.00	
TOTAL POSITIONS		18.25	18.25	19.25	19.25	
REVENUE SUMMARY:						
City Subsidies		\$187,632	\$187,973	\$195,045	\$204,216	
Other		187,813	201,862	207,671	205,763	
Transfer from Society Fund		115,900	83,600	90,000	92,700	
SUB-TOTAL REVENUES		\$491,345	\$473,435	\$492,716	\$502,679	
Scott County Contribution		25,297	25,803	25,803	26,319	26,319
TOTAL REVENUES		\$516,642	\$499,238	\$518,519	\$528,998	
APPROPRIATION SUMMARY:						
Personal Services		\$382,192	\$365,439	\$368,548	\$387,094	
Expenses		61,806	57,170	56,929	58,986	
Supplies		20,938	15,000	15,000	20,000	
Occupancy		11,573	13,361	13,991	14,456	
TOTAL APPROPRIATIONS		\$476,509	\$450,970	\$454,468	\$480,536	

SERVICE AREA: County Environment		PROGRAM: Regional Tourism Development (54A)			
ACTIVITY: County Development		ORGANIZATION: QC Convention/Visitors Bureau			
PROGRAM MISSION: 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.					
PROGRAM OBJECTIVES:					
1. To increase visitor inquiries processed, documented and qualified by 3%.					
2. To increase group tour operators inquiries processed, documented and qualified by 3%.					
3. To increase convention/meeting planner inquiries processed, documented and qualified.					
4. To increase trade show sales leads processed, documented and qualified by 3%.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Inquiries requested from visitors (public)		416,727	335,000	350,000	350,000
2. Inquiries requested from group tour operators		1,626	1,030	1,200	1,200
3. Inquiries from convention/meeting planners		2,660	1,730	2,000	2,000
4. Information requests derived from trade shows		1,994	4,000	4,000	4,000
5. Inquiries from sporting event planners		N/A	130	300	300
WORKLOAD					
1. Inquiries from visitors processed		416,727	335,000	350,000	350,000
2. Inquiries from group tour operators processed		1,626	1,030	1,200	1,200
3. Inquiries from convention/meeting planners processed		2,660	1,730	2,000	2,000
4. Information requests from trade shows processed		1,994	4,000	4,000	4,000
5. Inquiries from sporting event planners processed		N/A	130	300	300
PRODUCTIVITY					
1. Cost per visitor inquiry processed		\$2.47	\$2.47	\$2.47	\$2.47
2. Cost per group tour operator inquiry processed		\$12.65	\$12.65	\$12.65	\$12.65
3. Cost per convention/meeting planner inquiry processed		\$11.57	\$11.57	\$11.57	\$11.57
4. Cost per trade show information request processed		\$12.11	\$12.11	\$12.11	\$12.11
5. Cost per sporting event planner inquiry processed		N/A	N/A	N/A	N/A
EFFECTIVENESS					
1. Economic impact of tourism on the Quad Cities		\$105,049,168	\$122,000,000	\$128,000,000	\$128,000,000
2. Number of visitors to Quad Cities		938,000	1,190,000	1,250,000	1,250,000
3. Total Hotel/Motel Tax Receipts		\$3,143,629	\$ 3,200,000	\$3,360,000	\$3,360,000
4. Hotel/Motel Occupancy Rate		56.1%	58.0%	60.0%	60.0%
ANALYSIS:					
The Quad Cities Convention and Visitors Bureau has continued its work to expand tourism and convention opportunities in the QCA. Effective January 1, 1999, the QCCVB Board approved the purchase of the Mississippi Valley Welcome Center Gift Shop. A portion of the purchase price was paid for with RDA Grant. The gift shop generated \$130,000 of revenue in the first fiscal year of the Bureau's operation of the gift shop. It is projected to have \$165,500 of revenue in the current fiscal year and \$170,000 in FY'02.		Sports Commission, has been managed by the QCCVB. Performance indicators D.5., W.5., and P.5. have been added to track those sporting events.		approved.	
In 1999, the QCCVB Board approved a merger agreement with the Quad Cities Sports Commission. Following approval of the merger, the Board created a half time position for a Sports Marketing Manager that was expanded to full time in FY'01. The duties of the Sports Marketing Manager will be similar to those of the executive director of the Sports Commission, a position that was eliminated with the merger. Those duties include attracting and promoting amateur and professional sporting events and sports competitions in the area. The Quad Cities Marathon, previously the responsibility of the		The bureau has also added two effectiveness indicators to track Hotel Motel Tax Receipts and Occupancy Rates. Because of the way those tax receipts are reported those numbers will be available at the end of the second and fourth quarters. The occupancy rates are reported to the bureau by the areas hotels and motels.			
		Most of the budget indicators are are projected to be similar to previous years budget projections except the information derived from trade shows (D.4 & W.4) are expected to be significantly higher. The bureau stated that they have attended additional large trade shows and they are seeing a very heavy response.			
		Scott County approved a 3.0% increase in FY'99, a 1.9% increase in FY'00 and a 3.2% increase in its contribution last year. The CVB has requested a 3.1% increase in Scott County's contribution for FY'02. It is recommended that the request for \$67,000 be			

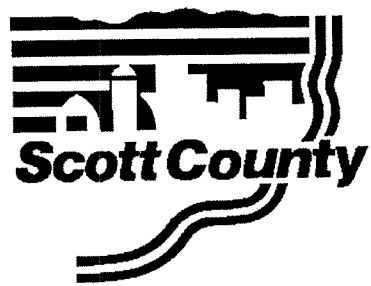
FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Regional Tourism Development (54A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
President/CEO		1.00	1.00	1.00	1.00	
Vice President Finance & Administration		1.00	1.00	1.00	1.00	
Vice President Marketing & Communications		1.00	1.00	1.00	1.00	
Vice President of Sales		1.00	1.00	1.00	1.00	
Sports Marketing Manager		1.00	1.00	1.00	1.00	
Tourism Sales Manager		1.00	1.00	1.00	1.00	
Vice President Visitor Services		1.00	1.00	1.00	1.00	
Marketing & Communications Manager		1.00	1.00	1.00	1.00	
Marketing & Communications Assistant		-	-	0.50	0.50	
Administrative Assistant		1.00	1.00	1.00	1.00	
Convention Sales Manager		2.00	2.00	2.00	2.00	
Accounting Clerk		0.50	1.00	1.00	1.00	
Sales Coordinator		1.00	1.00	1.00	1.00	
Convention & Visitor Service Manager		1.00	1.00	1.00	1.00	
TOTAL POSITIONS		13.50	14.00	14.50	14.50	
REVENUE SUMMARY:						
Davenport		\$363,742	\$381,000	\$352,100	\$380,000	
Bettendorf		172,846	187,000	187,000	200,000	
Moline		136,500	145,000	157,500	170,000	
Rock Island		30,000	30,000	30,000	30,000	
East Moline		3,000	3,000	3,000	3,000	
Rock Island County		10,500	10,500	10,500	10,500	
Silvis		1,000	1,100	1,000	1,000	
State of Illinois/LTCB		164,149	160,000	169,800	170,000	
Illinois Matching Grant		12,963	2,500	2,500	2,500	
Other Grants		0	2,500	2,500	2,500	
Interest		8,922	7,400	10,000	10,500	
Misc. Income		49,292	61,800	61,800	65,000	
Miss. Valley Welcome Center		129,616	165,500	165,500	170,000	
Memberships		59,790	57,800	57,800	60,000	
Publications Income		6,650	15,800	8,000	8,000	
Joint Projects Income		37,928	37,300	37,300	40,000	
Friends of QC Grant		30,000	45,000	45,000	40,000	
SUB-TOTAL REVENUES		\$1,216,898	\$1,313,200	\$1,301,300	\$1,363,000	
Scott County Contribution		63,000	65,000	65,000	67,000	67,000
Contingency		0	0	0	0	0
TOTAL COUNTY CONTRIBUTION		\$63,000	\$65,000	\$65,000	\$67,000	\$67,000
TOTAL REVENUES		\$1,279,898	\$1,378,200	\$1,366,300	\$1,430,000	
APPROPRIATION SUMMARY:						
Personal Services		\$512,550	\$541,395	\$545,125	\$571,960	
Equipment		29,340	37,810	37,810	37,000	
Expenses		638,704	723,765	711,860	750,155	
Supplies		15,966	13,500	13,500	15,000	
Occupancy		24,924	41,730	32,330	32,400	
TOTAL APPROPRIATIONS		\$1,221,484	\$1,358,200	\$1,340,625	\$1,406,515	

SERVICE AREA: County Environment		PROGRAM: Regional Economic Development (49A)			
ACTIVITY: County Development		ORGANIZATION: Quad City Development Group			
PROGRAM MISSION: To assist Quad City businesses to expand and grow. To attract new capital investment and generate jobs or the Quad Cities by marketing the Quad City area to external businesses. To council local communities on becoming more attractive to existing and potential employers.					
PROGRAM OBJECTIVES:					
1. To maintain level of participation at 13 local government units.					
2. To maintain at least 125 private sector members.					
3. To maintain the number of active prospects at 150 in FY'2001.					
4. To participate in 16 successful projects (8 Quad City Area businesses & 8 from outside the Quad City area) in FY'2001.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Number of participating units of government (counties & cities)		13	13	13	13
2. Number of participating private sector members		120	125	125	125
3. Local businesses contacted via Business Connection		145	200	200	200
4. External business contacted		104	2,000	2,000	2,000
5. Number of prospect inquiries		167	300	300	300
WORKLOAD					
1. Number of participating units of government (counties & cities)		13	13	13	13
2. Number of participating private sector members		120	125	125	125
3. Local business establishments contacted		325	350	350	350
4. External business establishments contacted/interested responses		129	250	250	250
PRODUCTIVITY					
1. Percent of time spent on support services		23%	23%	23%	23%
2. Percent of time spent on external marketing		43%	43%	43%	43%
3. Percent of time spent on existing businesses		34%	34%	34%	34%
EFFECTIVENESS					
1. Percent of local business establishment contacted		100%	90%	90%	90%
2. Number of prospects on active lists		116	150	150	150
3. Number of successful projects during year		13	16	16	16
ANALYSIS:					
<p>The most noteworthy event of the QCDG this past year was the retirement of John Gardner and the naming of Thom Hart as president. Hart's previous position remains vacant but there have not been any significant changes in direction or focus for the organization since the change in the leadership.</p> <p>The Quad City Development Group has continued to coordinate the area efforts to retain the Rock Arsenal's jobs and expand the use of the Arsenal's facilities. To that end, the services of a Washington consulting firm were retained to lobby on behalf of the Arsenal and the Quad Cities. Scott County has contributed a pro-rated share to the cost of hiring that consulting firm. Again this year the QCDG has asked for a separate appropriation of \$15,000 for Scott County's share of the consulting firm's fee. That appropriation has previously been billed to non-departmental professional services and is not part of the County's regular dues to the QCDG.</p> <p>The performance indicators are in place to track the numbers of participating public and private sector members. The indicators</p>		<p>also track the efforts of the QCDG to contact local businesses to monitor the local business climate and identify areas for improvement. Finally, the indicators track the external marketing efforts of the QCDG to attract new jobs and industries to the QCA.</p> <p>In analyzing the QCDG's budget it is apparent that it shows significant differences between revenues and appropriations. The FY'00 actual figures show a \$291,282 budget surplus, while the FY'01 projected figures indicate a \$121,810 deficit. The FY'02 budget request also shows a deficit of \$80,208. When questioned about this the QCDG offered four reasons: 1. Their accounting system is on a cash basis and not accrual and expenses and revenues may show up in different fiscal year than when they were incurred or are to be expended; 2. They estimate their revenues "conservatively" and expenses "optimistically"; 3. Their fiscal year is Nov 1 to Oct 31 and the County's budget is approved before theirs; 4. They are spending down their fund balance and if during the budget year the deficit appears to be too large they under spend discretionary expenses.</p>		<p>The QCDG has sought to maintain parity with public sector contributions from both sides of the river. The QCDG Board approved an increase of 4% in public sector member dues request for FY'02. Scott County approved an increase of 4% in FY'01, 3% in FY'00 and 5% in FY'99. It is recommended that the FY'02 request of \$35,092 for dues and the \$15,000 for Scott County's share of the cost of the Arsenal consultant be approved.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Regional Economic Development (49A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
President		1.00	1.00	1.00	1.00	
Vice-President		1.00	1.00	1.00	1.00	
Project Manager		3.00	3.00	3.00	3.00	
Administrative Secretary		1.00	1.00	1.00	1.00	
Computer Specialist		1.00	1.00	1.00	1.00	
Receptionist/Secretary		0.50	0.50	0.50	0.50	
Member Relations Representative		1.00	1.00	1.00	1.00	
TOTAL POSITIONS		8.50	8.50	8.50	8.50	
REVENUE SUMMARY:						
Private Sector Members		\$363,489	\$390,000	\$383,700	\$400,000	
Public Sector Members		339,620	343,297	316,300	351,000	
Other		449,622	126,000	121,200	132,000	
SUB-TOTAL REVENUES		\$1,152,731	\$859,297	\$821,200	\$883,000	
Scott County Contribution		32,445	33,743	33,743	35,092	35,092
TOTAL REVENUES		\$1,185,176	\$893,040	\$854,943	\$918,092	
APPROPRIATION SUMMARY:						
Personal Services		\$525,430	\$514,450	\$490,800	\$535,100	
Equipment		9,948	11,000	10,000	11,000	
Expenses		252,026	361,300	394,953	366,200	
Supplies		6,113	8,000	8,000	8,000	
Occupancy		67,932	69,300	73,000	78,000	
TOTAL APPROPRIATIONS		\$861,449	\$964,050	\$976,753	\$998,300	

SERVICE AREA: County Environment		PROGRAM: Soil Conservation Matching Funds (50A)			
ACTIVITY: Environmental Quality		ORGANIZATION: Scott Soil & Water Conservation District			
PROGRAM MISSION: To promote soil and water resource protection, enhancement, and stewardship for diverse communities in Scott County by providing technical assistance, financial incentive and education to install conservation practices.					
PROGRAM OBJECTIVES:					
1. To protect cropland on 300 acres of eroding land through the total cost share program.					
2. To provide technical assistance to 450 land users.					
3. To provide conference, workshop or individual training to 245 people.					
4. To handle contacts for assist from each of following: farmers, urban busi, other gov't agencies, lmted resource prod & women landowner.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Number of practices		49	55	55	55
WORKLOAD					
1. Number of technical contacts with land users		N/A	850	850	850
2. Conference education or training to # of individuals		346	500	500	500
PRODUCTIVITY					
1. # of requests for assistance provided w/complete designs & serv		78%	60%	60%	60%
EFFECTIVENESS					
1. Acres of cropland protected		978	300	300	300
2. Tons of soil saved per year		3,052	800	800	800
3. Number of waste storage structures built		-	1	1	1
4. Acres of waste management plans written		-	400	400	400
5. Number of diverse groups assisted		7	5	5	5
ANALYSIS:					
<p>The Natural Resources Conservation Service obtains funding through Federal and State appropriations. Scott County has allocated an annual contribution of \$25,000 for qualified soil conservation projects. Annually, in the month of January, the NRCS has reported the status of the previous years' commitment and expenditure of those funds and the uncommitted or unexpended funds from previous years are subject to recall.</p> <p>The FY'02 PPB indicators for this program show demand for projects, previously specified as County, State and Federal, is consolidated to measure the overall effect. The various programs compliment and enhance each other. The number of practices (D.1) would be most influenced by yearly congressional decisions and changes to the federal program. The number of technical contacts (W.1) include office walk-ins, contacts by phone and through (W.2) agency sponsored conferences, workshops, and referrals from other agencies. This indicator addresses program objective #2 & #3. Productivity indicates the percent of fulfilled request for technical assistance requiring</p>		<p>several of the following: site inspection, survey, project design, conservation plan revision, and consultation with the land user to complete practice installation.</p> <p>Finally, the revenue summary reflects no Federal funding for FY'02 as the previous Environmental Quality Improvement Program (EQIP) is expected to be discontinued.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Soil Conservation/Matching Funds (50A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
District Conservationist		1.00	1.00	1.00	1.00	
Secretary		1.00	1.00	1.00	1.00	
Resource Conservationist		1.00	1.00	1.00	1.00	
TOTAL POSITIONS		3.00	3.00	3.00	3.00	
REVENUE SUMMARY:						
State		\$36,674	\$35,750	\$35,725	\$35,725	
Federal		29,872	12,000	12,000	-	
Land Owners		64,336	47,000	60,000	60,000	
SUB-TOTAL REVENUES		\$130,882	\$94,750	\$107,725	\$95,725	
Scott County Contribution		10,767	25,000	25,000	25,000	25,000
TOTAL REVENUES		\$141,649	\$119,750	\$132,725	\$120,725	
APPROPRIATION SUMMARY:						
Project Costs		\$141,649	\$119,750	\$132,725	\$120,725	
TOTAL APPROPRIATIONS		\$141,649	\$119,750	\$132,725	\$120,725	



**ROADS & TRANSPORTATION
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SERVICE AREA: Roads & Transportation		PROGRAM: Administration & Engineering (27A)			
ACTIVITY: Secondary Roads Admin & Engineering		ORGANIZATION: Secondary Roads			
PROGRAM MISSION: 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.					
PROGRAM OBJECTIVES:					
1. To maintain adminstration cost under 4% of budget.					
2. To maintain engineering cost under 8% of budget.					
3. To complete 100% of department projects.					
4. To hold project cost to under 100% of bugeted amount.					
PERFORMANCE INDICATORS		1999-00	2000-01	2001-02	2001-02
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
1. Authorized personnel (FTE's)		33.1	33.4	33.4	33.4
2. Department budget		\$3,835,931	\$4,048,700	\$4,395,100	\$4,395,100
3. Administrative and engineering expenses (excluding salaries)		\$48,723	\$37,200	\$49,600	\$49,600
WORKLOAD					
1. Percent of time spent on administration		32.30%	33.00%	32.50%	32.50%
2. Percent of time spent on planning and plan preparation		31.40%	32.10%	31.30%	31.30%
3. Percent of time spent surveying and construction supervision		24.90%	23.50%	24.70%	24.70%
4. Percent of time spent on maint engr/traffic engr/other misc engr		11.40%	11.40%	11.50%	11.50%
PRODUCTIVITY					
1. Cost for administration-salaries		\$130,795	\$132,000	\$141,000	\$141,000
2. Cost for planning and plan preparation-salaries		\$126,698	\$127,893	\$131,029	\$131,029
3. Cost for surveying and construction supervision-salaries		\$100,428	\$93,450	\$103,295	\$103,295
4. Cost for maintenance engr/traffic engr/other misc engr-salaries		\$46,519	\$45,657	\$48,676	\$48,676
5. Cost for administration & engineering expenses (excluding salaries)		\$48,723	\$37,200	\$49,600	\$49,600
EFFECTIVENESS					
1. Administrative cost as a percent of total budget expenditures		3.40%	3.20%	3.20%	3.20%
2. Engineering cost as a percent of total budget expenditures		7.10%	6.50%	6.40%	6.40%
3. Engineering cost as a percent of construction cost (including FM)		12.90%	15.70%	14.70%	14.70%
4. Actual project cost as a percent of construction budget cost		76%	100%	100%	100%
5. Percent of department programs/projects accomplished		100%	100%	100%	100%
ANALYSIS:					
<p>The property tax levy was calculated by increasing both rural levy amount and county-wide levy amount from last year by 3%. Total inter-governmental revenues are expected to increase \$115,745 or 6.4% primarily due to a \$123,745 increase in Road Use Tax receipts being offset slightly by a \$8,000 reduction in reimbursements from pdticial subdivisions. All other revenues are recommended to stay approximately at FY'01 levels. Total fiscal year revenue for the department is recommended to increase \$183,767 or 4.7% from the FY'01 budget.</p> <p>The department submitted one organizational change request for an upgrade to the Shop Control Clerk position in the General Roadway Expenditure program, which is currently under review by the Human Resources department. No other changes in FTE's were requested or recommended, which maintains an authorized personnel level (D.1) of 33.4 in the department.</p> <p>The budget for administration and engineering (27A) is recommended to increase \$37,400 or 8.6% due mainly from increased salaries and a \$10,000 increase in</p>		<p>equipment costs for the acquisition of computer equipment.</p> <p>The total departmental budget (D.2) is recommended to increase \$346,400 or 8.6% from the original 2000/2001 budget and 2000/2001 projected. The increase is primarily due to a recommended \$150,000 increase in local construction (27D). There is also a recommended increase in general roadway expenditures (27C) of \$55,000 or 5.8%, and a recommended increase of \$104,000 or 6.1% in roadway maintenance. The recommended departmental budget will decrease the secondary roads fund balance by \$298,712 for FY'02 leaving a projected fund balance of \$269,445, which includes reserves for operations and equipment. According to financial management policies, the Secondary Roads Fund is suggested to maintain a fund balance of at least 10% of annual operating expenses, which would be \$329,510 for FY'02. The recommended budget will leave a fund balance as a percentage of operating expenses of 8.2% excluding construction expenses, and 9.1% excluding both construction and equipment</p>		<p>expenses. This will be a budget issue for the board if current information holds.</p> <p>Administrative and engineering expense (D.3) are recommended to increase due to computer hardware and software needs. Workload percentages (W.1-W.4) have been adjusted to reflect a little more construction than in 2000/01 and are recommended as presented. Cost for salaries (P.1-P.5) are recommended to increase and reflect the effects of cost-of-living adjustments and insurance costs. Effectiveness indicators are recommended to remain about the same as 2000/01.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY					
PROGRAM: Administration & Engineering (27A)					
	1999-00 ACTUAL	2000-01 BUDGET	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
AUTHORIZED POSITIONS:					
864-A County Engineer	1.00	1.00	1.00	1.00	1.00
334-A Assistant County Engineer	1.00	1.00	1.00	1.00	1.00
300-A Engineering Aide II	3.00	3.00	3.00	3.00	3.00
204-A Office Leader	1.00	1.00	1.00	1.00	1.00
162-A Clerk III	0.50	0.50	0.50	0.50	0.50
TOTAL POSITIONS	6.50	6.50	6.50	6.50	6.50
REVENUE SUMMARY:					
Intergovernmental	\$1,795,748	\$1,796,900	\$1,810,675	\$1,912,645	\$1,912,645
Licenses and Permits	1,185	1,000	1,000	1,000	1,000
Fees and Charges	10,273	9,000	9,000	9,000	9,000
Miscellaneous	22,764	5,000	5,000	10,000	10,000
General Basic Fund Transfer	538,219	554,366	554,366	570,997	570,997
Rural Service Basic Transfer	1,501,317	1,546,356	1,546,356	1,592,747	1,592,747
TOTAL REVENUES	\$3,869,506	\$3,912,622	\$3,926,397	\$4,096,389	\$4,096,389
APPROPRIATION SUMMARY:					
Administration	\$153,225	\$150,200	\$150,200	\$163,600	\$163,600
Engineering	309,364	286,000	286,000	310,000	310,000
Holding Accounts	904	0	0	0	0
TOTAL APPROPRIATIONS	\$463,493	\$436,200	\$436,200	\$473,600	\$473,600

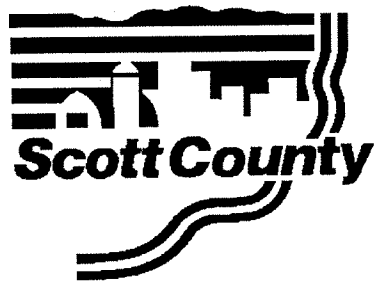
SERVICE AREA: Roads & Transportation		PROGRAM: Roadway Maintenance (27B)			
ACTIVITY: Roadway Maintenance		ORGANIZATION: Secondary Roads			
PROGRAM MISSION: To provide a safe, well-maintained road system by utilizing the latest in maintenance techniques and practices at a reasonable cost while providing the least possible inconvenience to the traveling public.					
PROGRAM OBJECTIVES:					
1. To hold cost per mile for rock road, blading and resurfacing to under \$2,200/mile.					
2. To hold cost per mile for signs, paint and traffic service to under \$275/mile.					
3. To hold cost per mile for roadside maintenance to under \$250/mile.					
4. To maintain asphalt/concrete roads to at least 60% of that required.					
PERFORMANCE INDICATORS		1999-00	2000-01	2001-02	2001-02
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
1. Number of bridges and culverts (over 48" diameter)		642	642	642	642
2. Miles of rock/earth roads		398	398	398	398
3. Miles of asphalt/concrete roads		156	156	156	156
4. Miles of snow routes		554	554	554	554
5. Number of traffic signs/miles of pavement painting		4850/156	4850/156	4850/156	4850/156
6. Miles of roadside		1,108	1,108	1,108	1,108
WORKLOAD					
1. Number of bridges/culverts to receive maintenance		12/58	25/50	20/60	20/60
2. Miles of rock/earth to be bladed and re-rocked as required		398	398	398	398
3. Miles of asphalt/concrete roads to receive maintenance		156	156	156	156
4. Miles of snow plowing/tons of sand and salt applied		554/4200	554/3000	554/3000	554/3000
5. Number of signs install-replace/mile pavement paint/mile traffic serve		336/156/554	300/156/554	300/156/554	300/156/554
6. Miles of roadsides maint (ditch clean/shlds rock/mow-spray etc)		1,108	1,108	1,108	1,108
PRODUCTIVITY					
1. Cost per bridge maintained/cost per culvert maintained		\$461/\$1754	\$800/\$1040	\$1000/\$1367	\$1000/\$1367
2. Cost per miles of rock/earth road blading and resurfacing		\$1,637	\$1,915	\$1,935	\$1,935
3. Cost per miles of asphalt/concrete surface maintenance		\$916	\$577	\$641	\$641
4. Cost per mile for snow plowing, sand and salt, etc.		\$370	\$349	\$390	\$390
5. Cost per mile for signs installed/pavement paint/traffic serv		\$221	\$253	\$264	\$264
6. Cost per mile of roadside maint (ditch clean/shlds/mow-spray/etc)		\$245	\$203	\$221	\$221
EFFECTIVENESS					
1. Percent of bridges & culverts requiring maintenance actually maint		47%	50%	55%	55%
2. Cost of blading/re-rocking as percent of that needed		72%	80%	80%	80%
3. Dollar of asphalt/concrete maint as % of that needed or required		83%	70%	72%	72%
ANALYSIS:					
<p>Total appropriations for the program are recommended to increase \$104,000 or 6.1% as compared to FY'01. Bridge and culvert maintenance is recommended to increase \$30,000 or 41.7% due to maintenance or replacement of existing culverts on the following year resurfacing projects. Total road maintenance is recommended to increase \$45,000 or 3.7% due to increases in ditch cleaning, shoulders and concrete patching. Road clearing is recommended to remain at FY'01 levels. Total snow and ice control is recommended to increase \$23,000 or 11.9% due to increases in the cost of salt and plowing and spreading. Total traffic control appropriations are recommended to increase \$6,000 or 4.3% because of more signs to maintain.</p> <p>The FY02 demand indicators (D.1 – D.6) for the program are recommended to remain the same as last year. The number of bridges to receive maintenance (W.1) is recommended to decrease from 25 to 20 as a strong bridge construction program has decreased maintenance needs. The number of culverts to receive maintenance (W.1) is</p>		<p>recommended to increase due to a program continuing to place liners in culverts on future construction projects. Cost per culvert maintained (P.1) will also increase as this type of maintenance is more expensive. Cost per mile of asphalt/concrete maintenance (P.3) is recommended to increase due to higher costs for asphalt cement and concrete. Cost per mile for snow and ice control (P.4) is also recommended to increase due to increases in the cost of salt and materials. Percentages for bridge/culvert maintenance (E.1) and asphalt/concrete (E.3) are recommended to increase due to the above mentioned reasons.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Roadway Maintenance (27B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
430-A Secondary Roads Superintendent		1.00	1.00	1.00	1.00	1.00
213-B Crew Leader/Operator I		3.00	3.00	3.00	3.00	3.00
199-B Sign Crew Leader		1.00	1.00	1.00	1.00	1.00
174-B Heavy Equipment Operator III		7.00	7.00	7.00	7.00	7.00
163-B Truck Crew Coordinator		1.00	1.00	1.00	1.00	1.00
153-B Truck Driver/Laborer		9.00	9.00	9.00	9.00	9.00
Z Seasonal Maint		0.60	0.60	0.60	0.60	0.60
TOTAL POSITIONS		22.60	22.60	22.60	22.60	22.60
APPROPRIATION SUMMARY:						
Bridges/Culverts		\$99,168	\$72,000	\$72,000	\$102,000	\$102,000
Road Maintenance		1,239,721	1,207,000	1,207,000	1,252,000	1,252,000
Road Clearing		83,246	95,000	95,000	95,000	95,000
Snow/Ice Control		204,945	193,000	193,000	216,000	216,000
Traffic Control		122,606	140,000	140,000	146,000	146,000
TOTAL APPROPRIATIONS		\$1,749,686	\$1,707,000	\$1,707,000	\$1,811,000	\$1,811,000

SERVICE AREA: Roads & Transportation		PROGRAM: General Roadway Expenditures (27C)			
ACTIVITY: General Road Expenditures		ORGANIZATION: Secondary Roads			
PROGRAM MISSION: 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.					
PROGRAM OBJECTIVES:					
1. To maintain cost per unit repaired to below \$175.					
2. To maintain cost per unit serviced to below \$160.					
3. To maintain cost per unit for equipment supplies below \$2,900.					
4. To maintain cost per unit for tools, materials and shop operation below \$3,000.					
PERFORMANCE INDICATORS		1999-00	2000-01	2001-02	2001-02
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
1. Pieces of heavy/medium equipment	26	26	26	26	
2. Number of heavy/medium trucks	21	21	21	21	
3. Number of miscellaneous pieces of equipment, cars and pick-up	20	20	20	20	
4. Cost of new equipment required	\$383,993	\$372,000	\$350,000	\$350,000	
5. Cost of tools, materials, supplies and shop operation	\$192,056	\$187,000	\$193,000	\$193,000	
6. Building and grounds expense	\$17,946	\$20,000	\$30,000	\$30,000	
WORKLOAD					
1. Number of units repaired-major (work orders)	877	900	900	900	
2. Number of units serviced (oil change, etc.)	343	300	300	300	
3. Equipment supplies required (excluding parts)	\$155,076	\$164,000	\$192,500	\$192,500	
4. Number of new equipment purchases	6	7	4	4	
5. Shop expenses, tools, materials and supplies	\$192,056	\$187,000	\$193,000	\$193,000	
6. Building and grounds expense	\$17,946	\$20,000	\$30,000	\$30,000	
PRODUCTIVITY					
1. Cost per unit repaired (including parts and outside service)	\$201.00	\$158.89	\$181.11	\$181.11	
2. Cost per unit for servicing	\$149.00	\$140.00	\$160.00	\$160.00	
3. Cost per unit for equipment supplies	\$2,315.00	\$2,447.76	\$2,873.13	\$2,873.13	
4. Cost per unit for new equipment	\$63,995	\$53,143	\$87,500	\$87,500	
5. Cost of tools, materials, supplies and shop operation/unit	\$2,866.00	\$2,791.04	\$2,880.60	\$2,880.60	
6. Cost for buildings and grounds	\$17,946	\$20,000	\$30,000	\$30,000	
EFFECTIVENESS					
1. Percent of change in cost per unit repaired	+23.3%	-20.8%	+13.8%	+13.8%	
2. Percent change in cost per unit serviced	+22.1%	-6.0%	+14.2%	+14.2%	
3. Percent change in cost per unit for equipment supplies	+37.4%	+5.7%	+17.3%	+17.3%	
4. Percent change in cost per unit for new equipment	-10.5%	-16.9%	+63.6%	+63.6%	
5. Percent change in cost per unit tools/materials/supplies/shop cost	+12.2%	-2.6%	+3.2%	+3.2%	
6. Percent change in cost for buildings and grounds	-62.9%	-11.4%	+50.0%	+50.0%	
ANALYSIS:					
Total appropriations for the program (excluding equipment) are recommended to increase \$77,000 or 8.1%. This increase is due to a \$61,000 increase in equipment operations. A \$30,000 or 37.5% increase in diesel fuel costs, and increases in parts and labor caused this increase. Tools/Material/Supplies expenses are recommended to increase \$6,000 or 11.5% primarily due to corrugated metal pipe required for the culvert maintenance projects referred to in 27B. Appropriations for buildings and grounds (D.6) are recommended to increase \$10,000 or 50.0% over FY'01 due to anticipated remodeling at the shop.					
In FY'94 the department established an equipment reserve fund for the replacement of equipment. Each year the department would allocate \$350,000 to the fund and if expenditures were less than the allocated \$350,000 the fund balance would increase and accordingly if expenditures were greater than \$350,000 the fund balance would decrease at the end of the year. For FY'02 equipment purchases (D.4) are recommended for \$350,000, which is a \$22,000, decrease					
over last fiscal year.					
Pieces of heavy/medium equipment (D.1) are recommended to remain at 26. The scheduled purchases for FY'02 include: one excavator, two single axle dump trucks, one 4WD utility vehicle, and miscellaneous smaller pieces of equipment. Total appropriations for the program including equipment are recommended to increase \$55,000 or 5.8% over FY'01.					
Equipment supplies (W.3) is recommended to increase due to the sharp increase in diesel fuel prices. Cost per unit for new equipment (P.4) is recommended to increase because only 4 pieces will be replaced, one being an excavator at a cost of \$190,000. Increases in percentages (E.1-E.6) reflect increases in parts costs, labor and health increases and fuel price increases.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: General Roadway Expenditures (27C)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
233-A Shop Supervisor		1.00	1.00	1.00	1.00	1.00
187-B Mechanic		2.00	2.00	2.00	2.00	2.00
187-B Shop Control Clerk		0.00	0.00	0.00	1.00	1.00
162-B Shop Control Clerk		1.00	1.00	1.00	0.00	0.00
Z Eldridge Garage Caretaker		0.30	0.30	0.30	0.30	0.30
TOTAL POSITIONS		4.30	4.30	4.30	4.30	4.30
APPROPRIATION SUMMARY:						
New Equipment		\$383,993	\$372,000	\$372,000	\$350,000	\$350,000
Equipment Operation		533,272	511,500	511,500	572,500	572,500
Tools/Materials/Supplies		66,980	52,000	52,000	58,000	58,000
Property/Assessment		17,946	20,000	20,000	30,000	30,000
TOTAL APPROPRIATIONS		\$1,002,191	\$955,500	\$955,500	\$1,010,500	\$1,010,500

SERVICE AREA: Capital Projects		PROGRAM: Road Construction (27D)		
ACTIVITY: Roadway Construction		ORGANIZATION: Secondary Roads		
PROGRAM MISSION: 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.				
PROGRAM OBJECTIVES:				
1. To control actual cost for day labor bridge construction to below \$60.00/square foot.				
2. To control cost for resurfacing to below \$40.00/lineal foot.				
3. To control actual cost of construction not to exceed budget by 10%.				
4. To complete 100% of annual program.				
PERFORMANCE INDICATORS	1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND				
1. Roads/bridges/culverts below standards (based/needs study in \$	\$30,908,000	\$30,908,000	\$30,908,000	\$30,908,000
2. Number of bridges with sufficiency ratings below 50 (requiring repl)	4	4	4	4
3. # of bridges with sufficiency ratings 50-75 (requiring rehab/repl)	22	22	22	22
4. \$ value of projects requiring construction in County 5-Year Plan	\$8,470,000	\$8,730,000	\$8,730,000	\$8,730,000
5. # of miles paved roads requiring reconstruction in 5-Year Plan		31	31	31
WORKLOAD				
1. Cost/roads proposed for edge drain	0	\$750,000	0	0
2. Cost/bridges proposed for construction (contract)	0	\$122,746	0	0
3. Cost of misc/culvert/bridge construction (day labor)	\$183,784	\$50,000	\$50,000	\$50,000
4. Cost of road resurfacing (local)	\$424,652	0	\$1,050,000	\$1,050,000
5. Cost of roads proposed for resurfacing - FM & STP	\$1,159,000	\$970,386	\$900,000	\$900,000
6. # of miles proposed for resurfacing- (local/ FM-STP)	0	4	14	14
PRODUCTIVITY				
1. Cost/mile of edge drain	0	\$34,884	0	0
2. Cost/sq foot of bridge construction (contract)	0	\$54.55	0	0
3. Cost/sq ft of culvert/bridge construction (day labor)	\$63.41	\$35.69	\$35.71	\$35.71
4. Cost/lineal ft road resurfacing (local)	\$23.74	0	\$27.63	\$27.63
5. Cost/lineal ft resurface/repair FM-STP	\$23.74	\$43.76	\$29.41	\$29.41
EFFECTIVENESS				
1. Actual cost as percent of budget cost (excluding FM)	76%	97%	100%	100%
2. Percent of construction projects completed	100%	100%	100%	100%
3. % of roads/bridges/culverts constructed vs those below standard	5.60%	5.60%	6.30%	6.30%
4. % of bridges replaced/rehabilitated vs those below standard	7.60%	7.60%	3.80%	3.80%
5. Dollar value of construction as percent of 5 year plan	20.80%	21.9%	22.30%	22.30%
6. % of roads resurfaced vs those in 5-Year program	39.60%	12.90%	45.00%	45.00%
ANALYSIS:				
Total appropriations for the program are recommended to increase \$150,000 or 15.8% over last fiscal year. The cost of Roads/Bridges/Culverts below standard (D.1) reflects the 1998 IDOT needs study report. The remaining demand indicators are recommended to stay approximately at FY'01 levels.				
Cost for local construction (W.1-W.4) is recommended to increase by \$150,000. This is for 14 miles of asphalt recycling/resurfacing that also includes FM funds (W.5). Cost per lineal ft. of asphalt (P.5) is recommended to decrease significantly due to last years construction being crack and seat and 5" of asphalt where this year it is recycling and 3" of asphalt which is less expensive. All items under effectiveness (E.1-E.6) are recommended to remain about the same as previous years, except for % of roads resurfaced as part of 5 yr. program (E.6), which is high due to the large number of miles being done in one year.				



**STATE AND LOCAL GOVERNMENT SERVICES
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SERVICE AREA: State & Local Government Service		PROGRAM: Auditor Administration (13A)			
ACTIVITY: Representation Services		ORGANIZATION: Auditor			
PROGRAM MISSION: To provide the best possible management of statutory County Auditor responsibilities and to insure that the responsibilities are carried out in the best interests of the citizens of Scott County by establishing policies and goals for office operation.					
PROGRAM OBJECTIVES:					
1. To keep administration costs at or below 13.8% of total budget.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Authorized personnel (FTE's)		15.4	15.4	15.4	15.4
2. Departmental budget		\$925,761	\$982,166	\$1,047,089	\$1,047,089
WORKLOAD					
1. Percent of time spent on personnel administration		25%	25%	25%	25%
2. Percent of time spent on fiscal management		25%	25%	25%	25%
3. Percent of time spent on liaison activity and coordination		25%	25%	25%	25%
4. Percent of time spent on miscellaneous activity		25%	25%	25%	25%
PRODUCTIVITY					
1. Administration cost as a percent of departmental budget		13%	13%	13%	13.0%
2. Administration personnel as a percent of departmental personnel		13%	13%	13%	13.0%
EFFECTIVENESS					
1. Program performance budget objectives accomplished		89%	80%	80%	80%
ANALYSIS:					
<p>Total revenues for the department are recommended to increase \$91,324 or 100.5% from last year due primarily to more scheduled reimbursable special elections. All other revenue items are recommended to remain approximately at FY'01 levels.</p> <p>Total non-salary appropriations for the entire department are recommended to increase \$15,015 or 8.7%. Most of this increase (\$14,000) is due to the Auditor's election program which will be holding more elections this year than in FY'01. However, most all of these election costs will be reimbursed by the governmental body requesting the election, resulting in anticipated revenues of \$129,424 offsetting most of the \$165,900 in non-salary operating expenses for the program.</p> <p>Non-salary appropriations for the administration program are recommended to increase \$150 or 13.6%. No personnel requests were submitted for the administration program. All budget indicators are recommended as submitted.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Auditor Administration (13A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
X Auditor		1.00	1.00	1.00	1.00	1.00
Y First Deputy		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		2.00	2.00	2.00	2.00	2.00
APPROPRIATION SUMMARY:						
Personal Services		\$120,510	\$125,053	\$126,732	\$132,645	\$132,269
Expenses		339	855	855	855	855
Supplies		277	250	250	400	400
TOTAL APPROPRIATIONS		\$121,126	\$126,158	\$127,837	\$133,900	\$133,524

SERVICE AREA: State & Local Government Service		PROGRAM: Elections (13B)			
ACTIVITY: Representation Services		ORGANIZATION: Auditor			
PROGRAM MISSION: To provide efficient and accurate election and voter registration services for the citizens of Scott County by developing and maintaining complete voter registration tasks.					
PROGRAM OBJECTIVES:					
1. To conduct error free elections.					
2. To process 5,000 absentee applications.					
3. To process 25,000 voter registration changes.					
PERFORMANCE INDICATORS		1999-00	2000-01	2001-02	2001-02
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
1. Registered voters		109,227	112,075	111,000	111,000
2. Registered voter changes requested		27,256	30,000	50,000	50,000
3. Elections		25	7	24	24
4. Polling places to be maintained		75	75	75	75
5. Absentee voter applications requested		6,368	16,000	8,000	8,000
WORKLOAD					
1. Elections conducted: Scheduled		25	2	24	24
2. Elections conducted: Special Election		0	4	0	0
3. Registered voter changes processed		27,256	30,000	50,000	50,000
4. Polling places arranged and administered		75	75	75	75
5. Poll worker personnel arranged and trained		807	518	800	800
6. Absentee voter applications processed		6,368	13,000	10,000	10,000
PRODUCTIVITY					
1. Average cost per scheduled election conducted (57%)		\$8,886	\$115,699	\$10,358	\$10,358
2. Average cost per special election conducted (15%)		N/A	\$15,224	N/A	N/A
3. Cost per registered voter change processed (28%)		\$4.00	\$3.78	\$2.44	\$2.44
EFFECTIVENESS					
1. Number of elections requiring a recount		0	0	0	0
ANALYSIS:					
<p>Total revenues for the Elections program are recommended to increase \$90,724 or 212.5% due to most of the elections in FY'02 being reimbursable. The reimbursable elections scheduled for FY'02 are all municipal primaries and elections, and school board elections.</p> <p>Non-salary appropriations for the program are recommended to increase \$14,000 or 9.2%. Commercial services are recommended to increase \$17,000 or 34.7% to cover printing costs for ballots, and professional services are recommended to decrease \$4,000 due to not requiring temporary employees to assist during the elections. Total non-salary appropriations for the program are recommended at \$169,862 of which \$129,8424 is budgeted for reimbursement.</p> <p>Pollworker salaries are recommended to increase \$11,134 or 13.5%. This is due to the high number of anticipated elections during FY'02. Of the \$93,784 recommended for pollworkers, \$58,824 or 63.7% is reimbursable and \$34,960 is for the June 2002 gubernatorial primary. There were no</p>		<p>requests for equipment purchases and supplies are recommended to remain at FY'01 levels.</p> <p>During FY'00 the Auditor's Office submitted organizational change requests for several positions in the election program. These positions are currently under review by the Human Resources department and should be reviewed for FY'02 budget year.</p> <p>The number of registered voter changes requested (D.2) are recommended to increase 66.7% due to district re-apportioning as a result of the 2000 census. This increase filters down to registered voter changes processed (W.3) and cost per registered voter change processed (P.3). The number of scheduled elections (W.1) is recommended to increase from 2 to 24 due to numerous municipal elections and is consistent with past years. This has also reduced the average cost per election (P.1) down to \$10,358 which is consistent with comparable years in the past.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Elections (13B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Y Deputy Auditor-Elections		1.00	1.00	1.00	1.00	1.00
291-C Election Supervisor		1.00	1.00	1.00	1.00	1.00
162-C Clerk III		1.00	1.00	1.00	1.00	1.00
141-C Clerk II		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		4.00	4.00	4.00	4.00	4.00
REVENUE SUMMARY:						
Intergovernmental		\$123,205	\$38,700	\$38,700	\$129,424	\$129,424
Fees and Charges		3,548	4,000	4,000	4,000	4,000
TOTAL REVENUES		\$126,753	\$42,700	\$42,700	\$133,424	\$133,424
APPROPRIATION SUMMARY:						
Personal Services		\$242,061	\$254,061	\$253,650	\$270,227	\$269,553
Expenses		133,423	139,300	139,300	153,300	153,300
Supplies		14,270	12,600	12,600	12,600	12,600
TOTAL APPROPRIATIONS		\$389,754	\$405,961	\$405,550	\$436,127	\$435,453

SERVICE AREA: State & Local Government Service		PROGRAM: Recorder Administration (26A)			
ACTIVITY: State Administrative Services		ORGANIZATION: Recorder			
PROGRAM MISSION: To serve the citizens of Scott County by working with the Department of Public Health, the Department of Revenue and the Department of Natural Resources in establishing policies and directing personnel working in Vital Records, Conservation, and Public Records.					
PROGRAM OBJECTIVES:					
1. To reduce departmental FTE level down to 13					
2. To maintain workload percent as budgeted below.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Authorized personnel (FTE's)		14	14	13	13
2. Departmental budget		\$522,028	\$566,200	\$588,650	\$588,650
3. Organizations requiring liaison and coordination		22	21	21	21
WORKLOAD					
1. Percent of time spent on personnel administration		25%	25%	35%	35%
2. Percent of time spent on fiscal management		18%	18%	40%	40%
3. Percent of time spent on liaison, coordination and citizens request		57%	57%	25%	25%
PRODUCTIVITY					
1. Administration personnel as a percent of departmental personnel		10.70%	10.70%	10.70%	10.70%
EFFECTIVENESS					
1. Program performance budget objectives accomplished		85%	85%	85%	85%
ANALYSIS:					
<p>Revenues for this department show a slight decrease from the FY01 budget estimate of 3.8% or \$38,090. This decrease is primarily shown as a decrease in recording of instruments (\$34,990) due to a decline in real estate activity. In addition, a decrease in computer services revenue (\$3,000) based on actual usage is offset by additional revenue from passport applications (\$3,750)</p> <p>The FTE'S for this department have been reduced from 14 to 13. The department has eliminated one Clerk II position as a result of advanced technology and cross training of staff.</p> <p>Non-salary costs for this program are recommended to increase slightly 7.5% or \$220 from the FY01 budget. This increase is primarily due to cellular phone expenses for the Recorder.</p> <p>All other indicators are in line with budget.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Recorder Administration (26A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
X Recorder		1.00	1.00	1.00	1.00	1.00
Y First Deputy		0.50	0.00	0.00	0.00	0.00
496-A Operations Manager		0.00	0.50	0.50	0.50	0.50
TOTAL POSITIONS		1.50	1.50	1.50	1.50	1.50
REVENUE SUMMARY:						
Use of Money and Property		\$2,752	\$5,000	\$5,000	\$5,000	\$5,000
TOTAL REVENUES		\$2,752	\$5,000	\$5,000	\$5,000	\$5,000
APPROPRIATION SUMMARY:						
Personal Services		\$97,268	\$97,881	\$102,354	\$111,617	\$111,121
Equipment		646	0	0	0	0
Expenses		1,262	2,950	3,150	3,170	3,170
TOTAL APPROPRIATIONS		\$99,176	\$100,831	\$105,504	\$114,787	\$114,291

SERVICE AREA: State & Local Government Service		PROGRAM: Public Records (26B)			
ACTIVITY: State Administrative Services		ORGANIZATION: Recorder			
PROGRAM MISSION: To serve the citizens of Scott County by maintaining official records of documents effecting title to real estate and other important documents, issuing various types of conservation license and recreational vehicle registrations and titles.					
PROGRAM OBJECTIVES:					
1. To process 45,000 real estate transactions.					
2. To complete 4,500 transfer tax transactions.					
3. To process 4,000 conservation licenses.					
4. To process 5,000 recreational vehicle registrations, titles and liens					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Real estate and UCC transactions requested	41,696	47,200	45,000	45,000	
2. Transfer tax requests	4,685	5,000	4,500	4,500	
3. Number of Declarations of Value (DOV's) requested	4,613	4,600	4,600	4,600	
4. Conservation license requests	4,044	4,500	4,000	4,000	
5. Recreational vehicle registrations, titles and liens processed	2,843	11,000	5,000	5,000	
6. Total number of use tax receipts issued for recreational vehicles	54	60	60	60	
WORKLOAD					
1. Total amount of real estate and UCC revenue collected	660,036	750,000	714,600	714,600	
2. Total amount of real estate transfer tax revenue collected	895,915	860,000	860,000	860,000	
3. Total of conservation license fees collected	57,917	60,000	53,000	53,000	
4. Total amount of recreational vehicle registrations, titles and liens fees	42,112	96,000	90,000	90,000	
5. Total amount of use tax collected for recreational vehicles	61,417	70,000	70,000	70,000	
PRODUCTIVITY					
1. Cost per real estate and UCC transactions processed	\$6.39	\$5.88	\$6.74	\$6.74	
2. Cost per real estate transfer tax transaction processed	\$0.58	\$0.57	\$0.69	\$0.69	
3. Cost per Declaration of Value processed	\$3.10	\$3.24	\$3.54	\$3.54	
4. Cost per conservation license processed	\$4.21	\$3.94	\$4.84	\$4.84	
5. Cost per recreational vehicle registrations, titles and liens processed	\$13.77	\$3.71	\$8.91	\$8.91	
6. Cost per use tax receipt issued	\$12.61	\$11.81	\$12.92	\$12.92	
EFFECTIVENESS					
1. Real estate and UCC revenue retained by county	\$660,036	\$745,540	\$710,550	\$710,550	
2. Real estate transfer tax revenue retained by the county	\$154,545	\$148,650	\$148,500	\$148,500	
3. Conservation license revenue retained by county	\$2,247	\$3,000	\$2,000	\$2,000	
4. Recreational vehicle, title and lien revenue retained by county	\$10,186	\$11,600	\$9,000	\$9,000	
ANALYSIS:					
<p>Revenues for this program show a decrease from the FY01 budget estimate of 4.4% or \$38,890. This decrease is primarily shown in the number of real estate documents being recorded which is projected to decrease by \$34,450. Real estate transactions requested and completed is expected to decrease based on the past three years, plus the current five months of activity. In addition, due to a law change, the Recorder's office is no longer responsible for thirty six conservation license depositories. Revenue for license sales is estimated to decline \$1,000 due to this change in activity.</p> <p>Non-salary costs are recommended to increase by \$1,445 from FY01 budget. This increase is primarily shown in an increase of maintenance equipment expenses (\$1,400) due to the age of readers, scanners and copiers. The department states that they are waiting for a new scanning system.</p> <p>The department is requesting a reduction in overall staffing for this program by one FTE due to automation and workload impacts.</p> <p>Overtime is expected a modest increase of \$50 based on past usage.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Public Records (26B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
496-A Operations Manager		0.00	0.50	0.50	0.50	0.50
Y First Deputy		0.50	0.00	0.00	0.00	0.00
Y Second Deputy		1.00	1.00	1.00	1.00	1.00
191-C Real Estate Specialist		1.00	1.00	1.00	1.00	1.00
191-C Conservation Specialist		1.00	1.00	1.00	1.00	1.00
141-C Clerk II		4.00	5.50	5.50	4.50	4.50
125-C Clerk I		1.50	0.00	0.00	0.00	0.00
TOTAL POSITIONS		9.00	9.00	9.00	8.00	8.00
REVENUE SUMMARY:						
Fees and Charges		\$794,233	\$917,590	\$916,590	\$877,700	\$877,700
Use of Money and Property		4,632	4,000	4,000	4,000	4,000
Miscellaneous		2,165	0	2,000	2,000	2,000
TOTAL REVENUES		\$801,030	\$921,590	\$922,590	\$883,700	\$883,700
APPROPRIATION SUMMARY:						
Personal Services		\$331,435	\$341,698	\$295,119	\$333,953	\$331,361
Expenses		1,266	1,580	1,980	3,000	3,000
Supplies		7,673	11,150	11,150	11,175	11,175
TOTAL APPROPRIATIONS		\$340,374	\$354,428	\$308,249	\$348,128	\$345,536

SERVICE AREA: State & Local Government Service		PROGRAM: Vital Records (26D)			
ACTIVITY: State Administrative Services		ORGANIZATION: Recorder			
PROGRAM MISSION: To maintain official records of birth, death and marriage certificates registration by providing requested documents in a timely manner, take applications of marriage and issue the proper documents within the legal time frame of 3 days.					
PROGRAM OBJECTIVES:					
1. To process 15,000 certified copies of vital records.					
2. To process 1,500 marriage applications.					
3. To complete registrations of 5,200 vital records					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Vital records(birth, death, marriage) certified copies requested		15,230	15,000	15,200	15,200
2. Marriage applications processed		1,383	1,450	1,500	1,500
3. Vital records registration (birth and death)		5,044	5,200	5,000	5,000
4. Passport applications processed		193	200	250	250
WORKLOAD					
1. Total amount of vital records certified copies revenue collected		150,900	150,000	152,000	152,000
2. Total amount of marriage application revenue collected		41,610	43,500	45,000	45,000
3. Total amount of Passport application revenue collected		1,530	3,000	3,750	3,750
PRODUCTIVITY					
1. Cost per vital records certified copy processed		\$3.74	\$5.10	\$7.03	\$7.03
2. Cost per marriage application processed		\$5.96	\$7.65	\$8.38	\$8.38
3. Cost per vital records (birth, death) registered		\$3.27	\$4.27	\$1.01	\$1.01
4. Cost per Passport application processed		N/A	\$5.55	\$5.03	\$5.03
EFFECTIVENESS					
1. Vital Records revenue retained by county		\$60,360	60,000	\$60,800	\$60,800
2. Passport application revenue retained by county		1,530	3,000	3,750	3,750
ANALYSIS:					
<p>Revenues for this program show an increase from the FY01 budget estimate of 2.4% or \$1,550. This is due in part to an increased number of births and deaths registered, each normally requires a certified copy. In addition, the number of passport applications processed (a new revenue for FY00) is projected to reach 250 applications or \$3,750 as this service is promoted.</p> <p>Non-salary costs are recommended for a moderate increase of \$200 or 6.3% due to an increase in office supplies including the purchase of safety paper.</p> <p>It appears that personal services has increased approximately \$30,000. Personnel have not changed, this is due to expenses being previously paid out of a different program.</p> <p>All PPB indicators show moderate increases due to increased number of vital records. Revenue retained in county (E1) is for certified copies of births, deaths and marriage. The county retains \$4.00 of the \$10.00 fee.</p>					

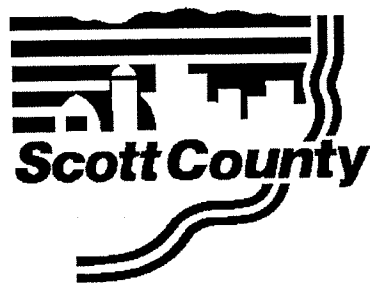
FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Vital Records (26D)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
91-C Vital Records Specialist		0.00	1.00	1.00	1.00	1.00
41-C Clerk II		1.00	2.50	2.50	2.50	2.50
125-C Clerk I		2.50	0.00	0.00	0.00	0.00
TOTAL POSITIONS		3.50	3.50	3.50	3.50	3.50
REVENUE SUMMARY:						
Fees and Charges		\$62,470	\$62,000	\$63,750	\$64,550	\$64,550
TOTAL REVENUES		\$62,470	\$62,000	\$63,750	\$64,550	\$64,550
APPROPRIATION SUMMARY:						
Personal Services		\$76,241	\$107,741	\$106,282	\$122,335	\$121,354
Expenses		546	1,600	1,600	1,000	1,000
Supplies		5,691	1,600	2,000	2,400	2,400
TOTAL APPROPRIATIONS		\$82,478	\$110,941	\$109,882	\$125,735	\$124,754

SERVICE AREA: State & Local Government Service		PROGRAM: Motor Vehicle Registration-Courthouse (30C)			
ACTIVITY: State Administrative Services		ORGANIZATION: Treasurer			
PROGRAM MISSION: To provide professional motor vehicle service for all citizens through versatile, courteous and efficient customer service skills					
PROGRAM OBJECTIVES:					
1. To retain at least \$930,000 of motor vehicle revenue.					
2. To process at least 60% of all motor vehicle plate fees at the Courthouse.					
3. To process at least 85% of all motor vehicle title & security interest fees at the Courthouse.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Number of motor vehicle renewal notices issued	104,454	104,000	105,000	105,000	
2. Number of title and security interest transactions	76,952	77,000	77,000	77,000	
3. Number of duplicates and additional fees requested	6,329	6,300	6,350	6,350	
4. Number of junking certificates & misc transactions requested	21,427	21,000	21,500	21,500	
5. Total dollar motor vehicle plate fees received-Courthouse	\$9,790,789	\$9,400,000	\$10,000,000	\$10,000,000	
6. Total \$ motor vehicle title & security int fees received-Courthouse	\$14,041,679	\$13,550,000	\$14,400,000	\$14,400,000	
WORKLOAD					
1. Number of vehicle renewals processed	144,856	145,000	146,000	146,000	
2. Number of title & security interest transactions processed	76,952	77,000	77,000	77,000	
3. Number of duplicates and additional fees issued	6,329	6,300	6,300	6,300	
4. Number junking certificates & misc transactions processed	21,427	21,000	21,000	21,000	
5. Total dollar motor vehicle plate fees processed-Courthouse	\$9,790,789	\$9,400,000	\$10,000,000	\$10,000,000	
6. Total \$ motor vehicle title & security int fees processed-Courthouse	\$14,041,679	\$13,550,000	\$14,400,000	\$14,400,000	
PRODUCTIVITY					
1. Cost per renewals processed (25%)	\$0.625	\$0.640	\$0.667	\$0.667	
2. Cost per title & security interest transaction (50%)	\$2.35	\$2.41	\$2.53	\$2.53	
3. Cost per duplicate and/or additional fee (15%)	\$8.59	\$8.85	\$9.27	\$9.27	
4. Cost per junking certificate & misc transactions (10%)	\$1.69	\$1.77	\$1.85	\$1.85	
5. Total \$ motor vehicle plate fees processed/window/clerk/day	\$6,066	\$5,875	\$6,250	\$6,250	
6. Total \$ motor vehicle title & security Int fees proc/window/clerk/day	\$8,700	\$8,469	\$9,000	\$9,000	
EFFECTIVENESS					
1. Total dollar motor vehicle revenue retained by County	\$902,292	\$920,000	\$937,000	\$937,000	
2. Percent of total motor vehicle plate fees processed at Courthouse	64.30%	64%	64.00%	64.00%	
3. Percent of total motor vehicle title & security int fees proc-Courthouse	86.74%	87%	87.00%	87.00%	
ANALYSIS:					
Total revenues for this program are recommended to increase by 5.4%, or \$48,030. This is mainly due to anticipated growth in vehicle registration fees. Revenue from motor vehicle fees, including registration, use tax, mailing, and security interest notation fees (E.1), increased throughout the 1990's from between 2% and 5% per year. Actual growth between the last two completed fiscal years (FY 1999 to FY 2000) was 3.2%.		the appropriate county on a daily basis for processing.			
Total non-salary appropriations are recommended to increase by a nominal \$362.		All indicators reflect slight increases in volume for the budget year under review. The number of motor vehicle renewal notices issued (D.1) is lower than the number of renewals processed (W.1) because up to six vehicles can be listed on one renewal notice. The actual number of vehicles processed are counted by vehicle, not by renewal notice.			
The Scott County Treasurer's office has been picked to participate in a pilot program that will provide Internet payment options for selected motor vehicle transactions. The program, which will be jointly administered by the State of Iowa and the participating counties, is slated to begin early in calendar year 2001. This will enable the public to renew vehicle registrations via the Internet when paying by credit card. The program will consist of a State maintained web site where the individual will enter their payment information. This information will be filed by their county of residence and downloaded to		The productivity indicators that reflect unit costs (P.1 thru P.4) are tied to the program's budget as well as the volume of transactions. These are increasing because of higher personal service costs.			
		No personnel changes were requested for this program.			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Motor Vehicle Courthouse (30C)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
496-A Operations Manager		0.30	0.30	0.30	0.30	0.30
98-A Motor Vehicle Supervisor		1.00	1.00	1.00	1.00	1.00
141-C Clerk II		8.30	8.30	8.30	8.30	8.30
TOTAL POSITIONS		9.60	9.60	9.60	9.60	9.60
REVENUE SUMMARY:						
Fees and Charges		\$906,016	\$892,720	\$923,250	\$940,750	\$940,750
Miscellaneous		709	0	0	0	0
TOTAL REVENUES		\$906,725	\$892,720	\$923,250	\$940,750	\$940,750
APPROPRIATION SUMMARY						
Personal Services		\$341,545	\$347,643	\$339,915	\$365,122	\$362,424
Expenses		2,513	4,398	4,458	4,460	4,460
Supplies		18,363	19,600	19,900	19,900	19,900
TOTAL APPROPRIATIONS		\$362,421	\$371,641	\$364,273	\$389,482	\$386,784

SERVICE AREA: State Local Government Service		PROGRAM: County General Store (30D)			
ACTIVITY: State Administrative Services		ORGANIZATION: Treasurer			
PROGRAM MISSION: To 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					
PROGRAM OBJECTIVES:					
1. To process at least 6% of all property tax payments.					
2. To process at least 40% of all motor vehicle plate fees.					
3. To process at least 12% of all motor vehicle title & security interest fees.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Total dollar property taxes received	\$9,229,661	\$9,244,301	\$8,984,850	\$8,984,850	
2. Total dollar motor vehicle plate fees received	\$5,435,985	\$5,450,000	\$5,500,000	\$5,500,000	
3. Total dollar motor vehicle title & security interest fees received	\$2,146,057	\$2,150,000	\$2,150,000	\$2,150,000	
4. Number of hunting & fishing licenses requested	814	700	700	700	
5. Number of voter registration applications requested	130	200	200	200	
WORKLOAD					
1. Total dollar property taxes processed	\$9,229,661	\$9,244,301	\$8,984,850	\$8,984,850	
2. Total dollar motor vehicle plate fees processed	\$5,435,985	\$5,450,000	\$5,500,000	\$5,500,000	
3. Total dollar motor vehicle title & security interest fees processed	\$2,146,057	\$2,150,000	\$2,150,000	\$2,150,000	
4. Number hunting & fishing licenses issued for Recorder	814	700	700	700	
5. Number of voter registration applications processed for Auditor	130	200	200	200	
PRODUCTIVITY					
1. Total dollar property taxes processed/window clerk/day	\$8,082	\$8,039	\$7,813	\$7,813	
2. Total dollar motor vehicle plate fees processed/window/clerk/day	\$4,760	\$4,739	\$4,783	\$4,783	
3. Total \$ motor vehicle title & security int fees proc/window/clerk/day	\$1,879	\$1,870	\$1,870	\$1,870	
EFFECTIVENESS					
1. Percent total property tax processed-General Store	6.49%	6.50%	6.00%	6.00%	
2. Percent total motor vehicle plate fees processed-General Store	35.70%	36.00%	36.00%	36.00%	
3. Percent total motor vehicle title & security int fees proc-General Store	13.26%	13.00%	13.00%	13.00%	
ANALYSIS:					
Non-salary appropriations for the General Store are recommended to increase by 7.8%, or \$2,944. Roughly half of this increase is due the rising cost of rent for the satellite facility. The lease for the current location terminates in May 2002. Although no contract exists for May and June of 2002 the requested increase is based on the same yearly increase that existed under the current contract.		Treasurer's Motor Vehicle Registration-Courthouse (30C) and Tax Collection (30B) programs.			
The Treasurer's office is currently engaged in negotiations with the Iowa Department of Transportation to move the General Store into the same location the State is using for drivers license services. If these negotiations come to fruition it appears that rental costs will be eliminated, saving more than \$30,000 per year in this program.		The total amount of property taxes processed (W.1) at the General Store was higher than usual during FY 2000. This is also reflected the percent of total property taxes processed (E.1) for that year. The recommended dollar amounts and percentage for the budget year under review have been lowered the typical levels.			
Other items recommended to increase include travel, telephone charges, and supplies. These line items were increased to their actual cost averages over the past two years.		In addition to offering nearly all the services of the Treasurer's courthouse office the General Store also issues hunting and fishing licenses (W.4) for the Recorder and processes voter registration applications (W.5) for the Auditor.			
This program does not recognize any revenues. All earnings from motor vehicle transactions or tax processing conducted at the General Store are reflected in the		No personnel changes were requested for this program.			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY					
PROGRAM: County General Store (30D)					
	1999-00 ACTUAL	2000-01 BUDGET	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
AUTHORIZED POSITIONS:					
96-A Operations Manager	0.10	0.10	0.10	0.10	0.10
82-A County General Store Manager	1.00	1.00	1.00	1.00	1.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	3.00	3.00	3.00	3.00	3.00
TOTAL POSITIONS	5.10	5.10	5.10	5.10	5.10
REVENUE SUMMARY:					
Miscellaneous	\$194	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$194	\$0	\$0	\$0	\$0
APPROPRIATION SUMMARY:					
Personal Services	\$194,044	\$209,461	\$211,924	\$255,075	\$252,247
Expenses	35,344	36,003	36,777	38,147	38,147
Supplies	2,864	1,875	2,475	2,675	2,675
TOTAL APPROPRIATIONS	\$232,252	\$247,339	\$251,176	\$295,897	\$293,069



**INTERPROGRAM SERVICES
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SERVICE AREA: Interprogram Services		PROGRAM: General Administration (11A)			
ACTIVITY: Policy & Administration		ORGANIZATION: Administration			
PROGRAM MISSION: To enhance county services for citizens and county departments by providing effective management and coordination of resources					
PROGRAM OBJECTIVES:					
1. To maintain status quo relative to management personnel as a percent of total personnel.					
2. To schedule 325 meetings with individual department heads.					
3. To schedule 115 meetings with individual Board members.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Authorized personnel (FTE's)		415.47	423.02	425.12	425.12
2. Units directly supervised		9	9	9	9
3. Dollar value of operating budget		\$43,681,005	\$48,976,472	\$46,682,722	\$45,801,262
4. Dollar value of Capital Improvement Plan (CIP)		\$3,408,430	\$4,812,224	\$9,664,215	\$9,664,215
5. Jurisdiction population		158,591	158,591	158,591	158,591
WORKLOAD					
1. Board of Supervisors meetings held		97	100	100	100
2. Schedule meetings with individual Board members		113	115	115	115
3. Agenda items forwarded to Board of Supervisors		569	575	575	575
4. Scheduled meetings with individual department heads		345	325	325	325
5. Other scheduled meetings held		633	625	625	625
PRODUCTIVITY					
1. Management cost as a percent of County budget		0.46%	0.46%	0.46%	0.46%
2. Management personnel as a percent of total personnel		0.65%	0.24%	0.24%	0.24%
EFFECTIVENESS					
1. Percent of program performance budget objectives accomplished		33%	100%	100%	100%
2. Percent of target issue action steps completed		70%	100%	70%	70%
3. Percentage of departments represented at dept head meetings		N/A	80%	80%	80%
ANALYSIS:					
<p>The Department's performance indicators are expected to remain at the same level as projected for FY01. Non-salary expenses are recommended to remain stable. Projected personal services expenses for the current year are lower due to the vacancy in the Assistant County Administrator position.</p> <p>The overall County operating budget is recommended to increase 9% over the current year. The primary reason for the increase in appropriations is due to two substantial pass through grants (Maternal & Child Health-\$708,041; Community Development Block Grant Career Link Program Grant-\$215,695). In addition, recommended Mental Health costs are increasing \$856,546, emergency medical services increasing \$109,700, increased employee health insurance costs (\$562,536), increased costs for various new positions or upgrades (\$265,000) and rental costs (\$70,000) for housing Juvenile Court Services off campus during renovation of the Courthouse and Bi-Centennial Building. Net of the aforementioned costs the County's operating budget would be increasing 2.4%.</p> <p>The County's Capital Improvement Plan (CIP) is recommended to increase by \$2,844,989 over the current budgeted level. This increase is primarily for the continuation of the Master Space Utilization Master Plan and the renovation of the Bi-Centennial Building and the County Courthouse. This plan will provide more space for court related services by moving administrative offices from the County Courthouse to the Bi-Centennial Building over a ten year period. The CIP plan also includes the expansion of the Juvenile Detention Center as well as various technology improvements as contained in the recent Technology Assessment Report as performed by RSM McGladrey at the Board's direction.</p> <p>Total full time equivalents (FTE's) are recommended to increase by 2.10 which includes additional staffing in the Budget and Information Processing Department, Sheriff's Department, Health Department, Building and Grounds, netted against a reduction in the Recorder's Office.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: General Administration (11A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
A County Administrator		1.00	1.00	1.00	1.00	1.00
634-A Assistant County Administrator		0.50	0.50	0.50	0.50	0.50
298-A Administrative Assistant		0.60	0.60	0.60	0.60	0.60
Z Administrative Intern		0.60	0.60	0.60	0.60	0.60
TOTAL POSITIONS		2.70	2.70	2.70	2.70	2.70
REVENUE SUMMARY:						
Miscellaneous		\$215	\$0	\$0	\$0	\$0
TOTAL REVENUES		\$215	\$0	\$0	\$0	\$0
APPROPRIATION SUMMARY:						
Personal Services		\$193,504	\$203,339	\$186,931	\$213,452	\$212,770
Expenses		6,721	12,950	6,950	12,950	12,950
Supplies		1,395	1,350	1,350	1,350	1,350
TOTAL APPROPRIATIONS		\$201,620	\$217,639	\$195,231	\$227,752	\$227,070

SERVICE AREA: Interprogram Service
ACTIVITY: Policy & Administration

PROGRAM: Business/Finance (13D)
ORGANIZATION: Auditor

PROGRAM MISSION: To provide accurate and efficient implementation of the County's financial accounting system, including the timely and appropriate bi-weekly processing of the payroll and accounts payable functions by using County financial policies and generally accepted accounting principles

PROGRAM OBJECTIVES:

1. To keep cost per invoice processed below \$3.50.
2. To keep cost per time card processed below \$2.00.
3. To keep cost per account center maintained below \$9.50.

PERFORMANCE INDICATORS	1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND				
1. Invoices submitted	26,906	26,000	27,000	27,000
2. Employees on payroll	628	600	625	625
3. Official Board meetings requiring minutes	57	60	60	60
4. Accounting account/centers to be maintained	7,600	8,000	8,000	8,000
5. Poll workers	439	650	450	450
WORKLOAD				
1. Invoices processed	26,906	26,000	27,000	27,000
2. Time cards processed	34,619	32,500	38,000	38,000
3. Board meetings minutes recorded	57	60	60	60
4. Account/centers maintained	7,600	8,000	8,000	8,000
PRODUCTIVITY				
1. Cost per invoice processed (35%)	\$2.89	\$2.80	\$3.27	\$3.27
2. Cost per time card processed (30%)	\$1.93	\$2.14	\$1.99	\$1.99
3. Cost per Board meeting minutes recorded (5%)	\$195.14	\$193.15	\$210.42	\$210.42
4. Cost per account/center maintained (30%)	\$8.78	\$8.69	\$9.47	\$9.47
EFFECTIVENESS				
1. Claims lost or misplaced	0	0	0	0

ANALYSIS:

Total non-salary appropriations for the program are recommended to increase \$285 or 2.3%. Equipment purchases are recommended at the FY'01 level of \$2,000. Expenses are recommended to decrease \$65 or 2.2% and supplies are recommended to increase \$350 or 4.7%.

All indicators are consistent with past performance and are recommended as presented.

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Business/Finance (13D)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
611-A Accounting Supervisor		0.00	0.70	0.70	0.70	0.70
516-A Accounting Supervisor		0.70	0.00	0.00	0.00	0.00
252-A Payroll Specialist		1.50	1.50	1.50	1.50	1.50
252-C Accounts Payable Specialist		1.50	1.50	1.50	1.50	1.50
177-A Official Records Clerk		0.90	0.90	0.90	0.90	0.90
TOTAL POSITIONS		4.60	4.60	4.60	4.60	4.60
REVENUE SUMMARY:						
Fees and Charges		\$700	\$500	\$500	\$500	\$500
TOTAL REVENUES		\$700	\$500	\$500	\$500	\$500
APPROPRIATION SUMMARY:						
Personal Services		\$214,966	\$221,384	\$219,350	\$239,731	\$238,392
Equipment		571	2,000	2,000	2,000	2,000
Expenses		1,247	2,990	2,990	2,925	2,925
Supplies		5,677	7,500	7,500	7,850	7,850
TOTAL APPROPRIATIONS		\$222,461	\$233,874	\$231,840	\$252,506	\$251,167

SERVICE AREA: Interprogram Services		PROGRAM: Taxation (13E)			
ACTIVITY: Policy & Administration		ORGANIZATION: Auditor			
PROGRAM MISSION: To provide efficient and accurate taxation services to the citizens of Scott County, as well as to other County departments, by developing and maintaining complete tax records and systems					
PROGRAM OBJECTIVES:					
1. To keep cost per parcel taxed below \$1.80					
2. To keep cost per tax credit processed below \$1.75.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Parcels to be taxed		68,585	68,000	68,000	68,000
2. Real estate transactions requested		8,384	8,200	8,200	8,200
3. Tax credits requested		60,875	60,500	60,500	60,500
4. Control licenses requested		38	35	35	35
5. Local budgets to be certified		49	49	49	49
WORKLOAD					
1. Parcels taxed		68,585	68,000	68,000	68,000
2. Real estate transactions processed		8,384	8,200	8,200	8,200
3. Tax credits processed		60,875	60,500	60,500	60,500
4. Control licenses processed		38	35	35	35
5. Local budgets certified		49	49	49	49
PRODUCTIVITY					
1. Cost per parcels taxed (54%)		\$1.52	\$1.70	\$1.78	\$1.78
2. Cost per real estate transaction processed (15%)		\$3.44	\$3.90	\$4.10	\$4.10
3. Cost per tax credit processed (30%)		\$0.95	\$1.06	\$1.11	\$1.11
4. Cost per control license processed (1%)		\$50.64	\$61.00	\$64.16	\$64.16
EFFECTIVENESS					
1. Dollar amount of licenses, permits and fees		\$45,961	\$45,000	\$45,000	\$45,000
ANALYSIS:					
Total revenues for the program are recommended to increase \$600 or 1.3% due to an anticipated increase in licenses and permits. Real estate transfer fees are recommended to remain at the FY'01 level of \$40,000.					
Total non-salary appropriations are recommended to increase \$580 or 7.4% over last year. Expenses are recommended to increase \$3,205 to cover the cost of repairing and replacing plat books. Supplies are recommended to decrease \$2,625 to help offset some of the increase in expenses. All performance indicators are consistent with past performance and are recommended as submitted.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Taxation (13E)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Y Deputy Auditor-Tax		1.00	1.00	1.00	1.00	1.00
611-A Accounting Supervisor		0.00	0.30	0.30	0.30	0.30
516-A Accounting Supervisor		0.30	0.00	0.00	0.00	0.00
194-C Platroom Draftsman		0.50	0.50	0.50	0.50	0.50
177-C Tax Aide		3.00	3.00	3.00	3.00	3.00
TOTAL POSITIONS		4.80	4.80	4.80	4.80	4.80
REVENUE SUMMARY:						
Licenses and Permits		\$6,313	\$4,425	\$4,425	\$5,025	\$5,025
Fees and Charges		39,637	43,250	43,250	43,250	43,250
Miscellaneous		12	0	0	0	0
TOTAL REVENUES		\$45,962	\$47,675	\$47,675	\$48,275	\$48,275
APPROPRIATION SUMMARY:						
Personal Services		\$185,965	\$208,333	\$203,617	\$216,136	\$214,688
Expenses		4,572	1,815	1,815	5,020	5,020
Supplies		1,884	6,025	6,025	3,400	3,400
TOTAL APPROPRIATIONS		\$192,421	\$216,173	\$211,457	\$224,556	\$223,108

SERVICE AREA: Interprogram Services		PROGRAM: Budget & Information (14A)			
ACTIVITY: Policy & Administration		ORGANIZATION: Budget & Information			
PROGRAM MISSION: To assure financial stability of County finances to citizens of Scott County by providing budget preparation coordination and expertise among County departments and authorized agencies					
PROGRAM OBJECTIVES:					
1. To keep administrative costs as a percent of departmental budget below 8%.					
2. To keep administrative personnel as a percent of departmental personnel at or below 9.1%.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. County budget (operating,CIP,debt and golf course)		\$43,681,005	\$48,976,472	\$58,070,585	\$57,184,625
2. Performance indicators to be analyzed		1,187	1,187	1,187	1,187
3. Budget programs to be analyzed		91	91	91	91
4. Authorized personnel (FTE's)		15.5	16.5	16.5	16.5
5. Departmental budget		\$1,366,064	\$1,501,233	\$1,706,478	\$1,706,478
6. Organizations requiring liaison		36	36	36	36
WORKLOAD					
1. Performance indicators analyzed		1,187	1,187	1,187	1,187
2. Budget programs analyzed		91	91	91	91
PRODUCTIVITY					
1. Administration cost as a percent of departmental budget		8.8%	8.4%	7.8%	7.8%
2. Administration personnel as a percent of departmental personnel		9.7%	9.1%	9.1%	9.1%
EFFECTIVENESS					
1. Program performance budget objectives		63%	80%	80%	80%
ANALYSIS:					
<p>The FY02 PPB indicators for this program show total FTE's for the department increasing by 1 FTE over FY00 actuals. It is noted that FY00 included an anticipated extra programmer to be hired to program various MH-DD computer applications and funded by MH-DD special revenue funds. However, after a year of unsuccessful recruitment efforts this position will be abolished in favor of an outside firm performing this function.</p> <p>The increased FTE level consists of the abolishment of the aforementioned additional programmer and various organizational changes recommended in a Technology Assessment Report as performed by RSM McGladrey: abolish a network system administrator position, create an information processing manager position, a help desk specialist position, and a webmaster position.</p> <p>P.2, administrative personnel as a percent of total departmental personnel is reducing due to the previously discussed increase in total FTE's.</p> <p>Non-salary costs department-wide are recommended to increase 1.9% over current budgeted levels net of a \$30,000 increase for</p>		<p>internet T1 line charges.</p> <p>Non-salary costs for this program are recommended to decrease \$1,600 below current budgeted levels due to a reduction in schools of instruction expenses.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Budget & Administration (14A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
805-A Director Budget & Information Processing		1.00	1.00	1.00	1.00	1.00
283-A BIP Office Supervisor		0.50	0.50	0.50	0.50	0.50
TOTAL POSITIONS		1.50	1.50	1.50	1.50	1.50
REVENUE SUMMARY:						
Miscellaneous		\$283	\$0	\$0	\$0	\$0
TOTAL REVENUE		\$283	\$0	\$0	\$0	\$0
APPROPRIATION SUMMARY:						
Personal Services		\$116,499	\$121,235	\$122,140	\$128,274	\$127,772
Expenses		3,040	4,600	3,000	3,000	3,000
Supplies		1,115	1,250	1,250	1,250	1,250
TOTAL APPROPRIATIONS		\$120,654	\$127,085	\$126,390	\$132,524	\$132,022

SERVICE AREA: Interprogram Services		PROGRAM: Information Processing (14B)			
ACTIVITY: Central Services		ORGANIZATION: Budget & Information Processing			
PROGRAM MISSION: To provide dependable phone and computer services for County employees by: 1) informing, educating and empowering employees with computer knowledge; 2) researching, installing, and maintaining innovative computer and telephone solutions; and 3) designing and implementing user friendly software systems					
PROGRAM OBJECTIVES:					
1. To complete rewrite of all remaining DOS in-house systems to Windows format (9 estimated for FY'02).					
2. To rewrite 15 Zim for windows applications to Visual Basic SQL Server					
3. To provide first level response to 85% of Help Desk calls.					
PERFORMANCE INDICATORS		1999-00	2000-01	2001-02	2001-02
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
1. Number of network users to be served	409	411	415	415	
2. Existing in-house developed systems to be maintained (Zim/VB/DOS)	28/3/9	25/8/9	10/32/0	10/32/0	
3. 3rd party applications to be maintained	41	86	90	90	
4. Number of terminals/printers/file servers in use	362/179/11	355/77/14	355/77/14	355/77/14	
5. Number of telephone ports (handsets, faxes, modems)	783	768	770	770	
6. Number of LAN/WAN edge devices to be maintained	52	36	36	36	
WORKLOAD					
1. Number of network users served	409	411	415	415	
2. Existing in-house developed systems maintained (Zim/VB/DOS)	28/3/9	25/8/9	10/32/0	10/32/0	
3. 3rd party applications maintained	41	86	90	90	
4. Number of terminals/printers/file servers maintained	362/179/11	355/77/14	355/77/14	355/77/14	
5. Number of telephone ports (handsets, faxes, modems) maintained	783	768	770	770	
6. Number of LAN/WAN edge devices maintained	52	36	36	36	
PRODUCTIVITY					
1. Percent of programmer time spent on new application development	4%	10%	5%	5%	
2. Percent of programmer time spent on maint of existing systems	18%	15%	15%	15%	
3. Percent of programmer time spent on re-writing existing systems	62%	60%	65%	65%	
4. Percent of programmer time spent on training	16%	15%	15%	15%	
EFFECTIVENESS					
1. Percent of support calls answered by first level support	85%	85%	85%	85%	
ANALYSIS:					
<p>The FY02 PPB indicators for this program show an intense effort to convert various in-house developed programs from DOS and Zim for Windows to Visual Basic SQL Server (D.2 and W.2). This is also reflected in P.3, the amount of programmer time spent on rewriting existing systems.</p> <p>The number of telephone ports (D.5) is anticipated to go down as the T1 internet lines reduce the number of independent modems using phone ports for individual internet access.</p> <p>Non-salary costs are recommended to increase \$66,350 for this program. This increase is made up of costs associated with network internet access (T1 line costs (\$30,000), increased telephone maintenance costs for caller ID hardware/software (\$13,732), increased computer supplies (\$6,500), and increased telephone long distance and line charges (\$12,338).</p> <p>The Board accepted a recent Technology Assessment Report prepared by RSM McGladrey. This report made various substantive recommendations regarding the department information processing organizational structure as well as its overall network direction and design. The report recommended abolishing a network system administrator position, creating an information processing manager position, help desk specialist position, and a webmaster position.</p> <p>McGladrey also recommended the County invest in tools and an overall network design to allow for a more efficient, less complex network: moving to one operating system (Windows 2000) and a thin client technology.</p> <p>The organizational changes are currently being developed by Administration and the Human Resources department for Board review and consideration. The various network recommendations will be included in the 5 year CIP Plan developed for the Board's FY02 budget review and consideration.</p> <p>The helpdesk specialist and helpdesk software will allow the County to reduce its Network Administration staff down from 4 to 3 Network System Administrators. This new system will also allow departments to track their own "work tickets" and to view prior solutions documented for departmental and information processing staff use. Finally, the webmaster position will allow for consistent enhancement to the County's website as well as development of an internal Intranet and identification of future E-business applications for County departments.</p> <p>It is noted that a long-term employee, the County's lead programmer, will be retiring in mid FY02. In anticipation of this retirement various large, complex in-house developed systems are planned to be rewritten by an outside firm in calendar year 2001 in coordination with this valued employee.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Information Processing (14B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Information Processing Manager		0.00	0.00	1.00	1.00	1.00
511-A Senior Programmer Analyst		1.00	1.00	1.00	1.00	1.00
445-A Programmer/Analyst II		4.00	4.00	4.00	4.00	4.00
406-A Network Systems Administrator		4.00	4.00	3.00	3.00	3.00
Webmaster		0.00	0.00	1.00	1.00	1.00
Help Desk Specialist		0.00	0.00	1.00	1.00	1.00
283-A BIP Office Supervisor		0.25	0.25	0.25	0.25	0.25
TOTAL POSITIONS		9.25	9.25	11.25	11.25	11.25
REVENUE SUMMARY:						
Intergovernmental		\$56,013	\$58,500	\$59,500	\$60,000	\$60,000
Fees and Charges		5,649	5,500	5,650	5,650	5,650
Miscellaneous		471	1,015	1,015	1,015	1,015
TOTAL REVENUES		\$62,133	\$65,015	\$66,165	\$66,665	\$66,665
APPROPRIATION SUMMARY:						
Personal Services		\$497,907	\$563,913	\$507,813	\$661,170	\$658,071
Equipment		0	0	785	0	0
Expenses		221,388	242,329	270,304	301,629	301,629
Supplies		12,867	6,650	12,650	13,700	13,700
TOTAL APPROPRIATIONS		\$732,162	\$812,892	\$791,552	\$976,499	\$973,400

SERVICE AREA: Interprogram Services		PROGRAM: Support Services (14C)			
ACTIVITY: Central Services		ORGANIZATION: Budget & Information Processing			
PROGRAM MISSION: To provide friendly, professional customer service to County departments and authorized agencies in the areas of mail\office supplies\copying\property accounting\word processing\reception phone coverage\optical imaging and centralized purchasing.					
PROGRAM OBJECTIVES:					
1. To process at least 1,500 purchase orders.					
2. To keep cost per copy made below \$.02 per copy.					
3. To save \$11,875 due to presorting outgoing mail.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Purchase requisitions received		1,983	1,856	1,500	1,500
2. Number of pieces of outgoing mail		548,658	543,104	540,000	540,000
3. Requests for copies (Print Shop) - County/other		1072/393	1048/288	1500/300	1500/300
4. Number of WP documents requested from other departments		318	108	100	100
5. Number of motor vehicle files and subsequents imaged/indexed		95,234	64,392	100,000	100,000
WORKLOAD					
1. Number of purchase orders issued		1,983	1,856	1,500	1,500
2. Number of pieces of mail pre-sorted		476,092	479,196	475,000	475,000
3. Number of copies (Print Shop)		1,330,428	1,016,760	1,370,000	1,370,000
4. Number of WP documents requested from other departments		318	108	100	100
5. Number of motor vehicle files and subsequents imaged/indexed		95,234	65,000	65,000	65,000
PRODUCTIVITY					
1. Average dollar amount per purchase order		\$612	\$2,198	\$2,198	\$2,198
2. Average cost per piece of outgoing mail		\$0.536	\$0.828	\$0.539	\$0.539
3. Cost per copy made (Print Shop)		\$0.018	\$0.017	\$0.017	\$0.017
4. Hours spent on WP documents requested from other departments		58	80	100	100
5. Hours spent on imaging/indexing		1,454	873	450	450
EFFECTIVENESS					
1. Dollar amount spent on purchase orders		\$4,171,674	\$4,078,600	\$3,297,000	\$3,297,000
2. Dollar amount saved between delivered price - highest bid		\$1,209,121	\$656,204	\$600,000	\$600,000
3. Dollar amount saved by using pre-sort		\$11,902	\$11,980	\$11,875	\$11,875
4. Percent of outgoing mail pre-sorted		87%	88%	88%	88%
5. Dollar value of NAEIR items received		\$10,855	\$4,908	\$5,000	\$5,000
6. Number of months backlog of documents to be imaged		3	0	0	0
ANALYSIS:					
The FY02 PPB indicators for this program show that the number of purchase orders issued (W.1) is projected to decrease next year. This is due to the anticipated implementation of purchasing cards for County departments and employees. This should reduce the number of purchase orders as well as vouchers and warrants issued and processed by the Auditor's Office.		The department is including a color copier in the County's CIP plan for next year. More and more departments are printing out multiple original color copies from color printers which cost a lot in consumable supply costs. Color copiers with higher speeds to allow for the replacement of the County's high-speed black and white digital copier are now available at more reasonable prices than in years past. It is anticipated that this replacement, if approved by the Board, would not take place until the end of FY02. It is expected that by the end of the fiscal year the purchase cost will decrease further as well as increasing the speed.			
The number of motor vehicle documents imaged and indexed (W.5) is projected to be less during the current year since the department got caught up on a backlog during the previous year. A new system is being implemented in the current year that dramatically speeds up the processing which is reflected in the hours spent on imaging (P.5).					
Non-salary costs for this program are projected to decrease 5% below current budgeted amounts. This is due primarily to a reduced level of supply costs charged to BIP as more supply costs are charged back to individual departments for paper, copier and printer cartridges, etc. through the in-house office supply system.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Support Services (14C)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
283-A BIP Office Supervisor		0.25	0.25	0.25	0.25	0.25
252-A Purchasing Specialist		1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Support Services		2.00	2.00	2.00	2.00	2.00
141-C Clerk II/Word Processing		1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Support Services Receptionist		0.50	0.50	0.50	0.50	0.50
TOTAL POSITIONS		4.75	4.75	4.75	4.75	4.75
REVENUE SUMMARY:						
Intergovernmental		\$117,371	\$133,000	\$124,000	\$124,000	\$124,000
Fees and Charges		14,158	13,400	15,200	15,200	15,200
Miscellaneous		955	1,515	1,515	1,515	1,515
TOTAL REVENUES		\$132,484	\$147,915	\$140,715	\$140,715	\$140,715
APPROPRIATION SUMMARY:						
Personal Services		\$167,318	\$175,760	\$180,441	\$187,555	\$186,182
Expenses		320,633	383,900	376,450	378,450	378,450
Supplies		25,298	47,400	26,400	31,450	31,450
TOTAL APPROPRIATIONS		\$513,249	\$607,060	\$583,291	\$597,455	\$596,082

SERVICE AREA: Interprogram Services		PROGRAM: Buildings & Grounds Administration (15A)			
ACTIVITY: Central Services		ORGANIZATION: Buildings & Grounds			
PROGRAM MISSION: To provide responsible administrative leadership and coordination for the building maintenance, custodial, security special projects and capital improvement functions that provide facilities that are safe and pleasant for the public to conduct business in, comfortable for employees to work in and conducive to efficient, effective county government.					
PROGRAM OBJECTIVES:					
1. To keep administrative cost as a percent of total departmental budget below 10.7%.					
2. To achieve at least 80% of departmental objectives.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Authorized positions		17.79	19.24	19.49	19.49
2. Annual Departmental budget		\$1,101,346	\$1,240,121	\$1,406,380	\$1,402,270
3. Annual # of Capital projects managed		N/A	13	11	11
4. Annual cost of Capital projects managed		N/A	\$5,880,000	\$6,285,000	\$6,285,000
5. Annual # of external programs/grants/projects		N/A	4	5	5
6. Annual value of external programs/grants/projects		N/A	\$696,000	\$803,000	\$803,000
WORKLOAD					
1. Percent of workload - program management - Administration		30%	20	15%	15%
2. Percent of workload - program management - Building Maintenance		7%	5	7%	7%
3. Percent of workload - program management - Custodial Services		15%	8	8%	8%
4. Percent of workload - Capital projects		23%	35	35%	35%
5. Percent of workload - external programs/grants/projects		20%	12	20%	20%
6. Percent of workload - miscellaneous activities		5%	20	15%	15%
PRODUCTIVITY					
1. Administrative cost as a percent of departmental budget		8.40%	8.40%	8.40%	8.40%
2. Administrative personnel as a percent of departmental personnel		7.80%	7.80%	10.26%	10.40%
3. Administrative cost per authorized position		\$2,490.70	\$1,873.00	\$2,024.00	\$2,024.00
4. Administrative cost per Capital project dollar cost.		N/A	0.0063	0.007	0.007
5. Administrative cost per external program/grant/project		N/A	0.0183	0.0315	0.0315
EFFECTIVENESS					
1. Aggregate percentile of Quality Enhancement Survey tools		90%	80	80%	80%
2. Program performance budget objectives accomplished		88%	90%	90%	90%
3. Percent of department objectives accomplished		71%	75%	75%	75%
4. Percent of Capital projects completed on time		N/A	N/A	70	70
5. Percentile of internal Employee Satisfaction measurements		N/A	N/A	75	75
ANALYSIS:					
<p>Appropriations net of personal services for the total department are recommended to increase from last year's budget by \$13,940 or 2.5%. Most of this increase can be attributed to a higher funding level for utilities in the Buildings & Grounds maintenance program (15B).</p> <p>Requested increases to equipment budgeted through the administration program were for the acquisition of modular furniture that is associated with the County's master space utilization plan. It is recommended these costs be removed and made a part of the master plan furniture costs.</p> <p>The Buildings & Grounds department extensively modified their performance indicators for the current year. Much of the information necessary to complete these new indicators was not previously tracked, therefore some of the past information is listed as not applicable. This is also true of the department's other two programs, Maintenance (15B) and Custodial (15H).</p> <p>The administration program submitted an organizational change request to the Human Resources department. The department requested to charge the entire Project Assistant position to administration. This position is currently split between administration and the maintenance programs.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Buildings & Grounds Admin (15A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
608-A Director of Buildings & Grounds		1.00	1.00	1.00	1.00	1.00
198-A Project Assistant		0.50	0.50	0.50	1.00	1.00
TOTAL POSITIONS		1.50	1.50	1.50	2.00	2.00
REVENUE SUMMARY:						
Miscellaneous		\$144	\$100	\$500	\$500	\$500
TOTAL REVENUES		\$144	\$100	\$500	\$500	\$500
APPROPRIATION SUMMARY:						
Personal Services		\$86,576	\$94,938	\$97,517	\$114,532	\$114,309
Equipment		622	3,375	3,200	7,485	3,375
Expenses		3,057	5,170	5,770	6,050	6,050
Supplies		1,900	1,850	2,000	2,255	2,255
TOTAL APPROPRIATIONS		\$92,155	\$105,333	\$108,487	\$130,322	\$125,989

SERVICE AREA: Interprogram Services		PROGRAM: Maintenance of Buildings & Grounds (15B)			
ACTIVITY: Central Services		ORGANIZATION: Buildings & Grounds			
PROGRAM MISSION: To provide comprehensive facility maintenance services to County departments and campus facilities by sustaining high levels of safety, functionality and comfort in all properties.					
PROGRAM OBJECTIVES:					
1. To maintain staff per square foot at or below \$.35.					
2. To achieve user satisfaction with quality of maintenance service at or below 75%.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Number of departments/agencies supported		29	29	29	29
2. Square feet of buildings maintained		292,370	292,370	292,370	292,370
3. Square feet of grounds maintained		626,443	626,443	626,443	626,443
4. Total square feet maintained		918,813	918,813	918,813	918,813
5. Number of locations maintained		7	11	11	11
WORKLOAD					
1. Number of outside requests for service		N/A	1,400	1,200	1,200
2. Number of preventive service calls		N/A	N/A	300	300
3. Total number of service calls		1,414	1,740	1,300	1,300
4. Total number of man-hours per period		14,659	14,500	14,600	14,600
PRODUCTIVITY					
1. Man hours per square foot		0.016	0.016	0.016	0.016
2. Staff cost per square foot		\$0.30	\$0.33	\$0.35	\$0.35
5. Total maintenance cost per square foot		\$0.860	\$0.94	\$0.982	\$0.982
4. Avg. # of external requests per location		N/A	127	109	109
5. Avg # of preventive service calls per location		N/A	N/A	27	27
6. Avg # of service calls per department/agency		48.76	48	52	52
EFFECTIVENESS					
1. Program percentile of Quality Enhancement Survey tools		89%	85%	85%	85%
ANALYSIS:					
Appropriations net of personal services are recommended to increase by 3.2%. This increase is primarily due to the \$15,000 rise in the amount budgeted for utilities expense.		program shared with the Buildings & Grounds Administration program has been removed and budgeted for entirely in Administration to reflect the position's current workload. No other personnel changes were requested for this program.			
During the preparation of this budget the department was forecasting a 4.2% rise in utilities cost based on historical usage patterns. The cost for utilities includes all water, sewer, natural gas, and electric usage for all County facilities. Subsequent to the completion of the budget the department became aware of projected increases in the cost of natural gas that may span the budget period under review. No additional funding for utilities has been requested based on these projections, however the department has requested that the Board be aware of the possible under funding of this line item.					
Supply purchases are recommended to increase slightly but are still below the actual two-year spending average for this program.					
The total maintenance cost per square foot of area maintained (P.5) is recommended to increase by 4.5% due to rising personal services costs.					
The Project Assistant position that this					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Maintenance/Buildings & Grounds (15B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
300-A Maintenance Coordinator		1.00	1.00	1.00	1.00	1.00
268-C Maintenance Specialist		3.00	3.00	3.00	3.00	3.00
198-A Project Assistant		0.50	0.50	0.50	0.00	0.00
182-C Maintenance Worker		2.00	2.00	2.00	2.00	2.00
162-C Preventive Maintenance		1.00	1.00	1.00	1.00	1.00
91-C Courthouse Security Guard		0.49	0.49	0.49	0.49	0.49
83-C General Laborer		0.50	0.50	0.50	0.50	0.50
TOTAL POSITIONS		8.49	8.49	8.49	7.99	7.99
REVENUE SUMMARY:						
Intergovernmental		\$20,771	\$21,000	\$21,000	\$21,500	\$21,500
Miscellaneous		2,226	2,155	2,125	2,500	2,500
Sales General Fixed Assets		3,693	1,500	4,500	5,000	5,000
TOTAL REVENUES		\$26,690	\$24,655	\$27,625	\$29,000	\$29,000
APPROPRIATION SUMMARY:						
Personal Services		\$271,623	\$301,366	\$315,545	\$325,322	\$323,039
Equipment		16,386	2,125	2,100	3,975	3,975
Expenses		453,980	471,870	478,558	485,205	530,205
Supplies		44,195	43,950	42,200	45,360	45,360
TOTAL APPROPRIATIONS		\$786,184	\$819,311	\$838,403	\$859,862	\$902,579

SERVICE AREA: Interprogram Services		PROGRAM: Custodial Services (15H)			
ACTIVITY: Central Services		ORGANIZATION: Buildings & Grounds			
PROGRAM MISSION: To provide comprehensive custodial maintenance functions for all non-secure County campus facilities by ensuring high levels of sanitation and cleanliness.					
PROGRAM OBJECTIVES:					
1. To maintain staff cost per square foot at or below \$1.60					
2. To achieve user satisfaction with quality of custodial service at or above 75%.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Number of departments/agencies supported		27	24	24	24
2. Square feet of buildings maintained		165,600	165,600	165,600	165,600
3. Number of remote sites serviced		2	2	2	2
WORKLOAD					
1. Man hours - total per period		12,056	14,200	14,800	14,800
2. # of hard surface floor maintenance units performed		N/A	N/A	N/A	N/A
3. # of carpet floor maintenance units performed		N/A	N/A	N/A	N/A
4. # of client worker hours supervised		N/A	2,400	2,800	2,800
PRODUCTIVITY					
1. Man hours per square foot		0.073	0.079	0.080	0.080
2. Custodial staff cost per square foot		\$1.20	\$1.50	\$1.55	\$1.55
3. Total custodial cost per square foot		\$1.350	\$1.60	\$1.660	\$1.660
EFFECTIVENESS					
1. Program percentile of Quality Enhancement Survey tools		90%	85	85%	85%
ANALYSIS:					
<div><div><p>Non-salary appropriations are recommended to decrease by \$3,940 due to reductions in equipment, expenses, and supply spending. With these reductions the FY 2002 non-salary budget is 4.8% below actual spending during fiscal year 1999.</p><p>The program performance indicators for this program have been modified to reflect the focus of the custodial program as a high quality service provider to the various County departments and agencies it supports. Several of these new indicators were not previously tracked and therefore no historical data exists. This information should be available before the start of the budget year.</p><p>The department has requested a review of five part-time custodial worker positions. The positions are currently .45 FTE's each and the request is to increase those positions to .50 FTE's. This increase will make each part-time custodial worker benefit eligible and enhance the department's ability to recruit and retain staff in these positions.</p><p>This potential increase in total personal services costs results in a large increase to both custodial staff cost per square foot (P.2)</p></div><div><p>and total custodial cost per square foot (P.3).</p><p>The department has added several new indicators to this program. Those showing as "not applicable" do not have any previous historic data available at this time. Budgetary data will be added at a later date.</p><p>All other indicators are in line with current year projections.</p></div></div>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Custodial Services (15H)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
198-A Custodial Supervisor		1.00	1.00	1.00	1.00	1.00
162-C Lead Custodial Worker		2.00	2.00	2.00	2.00	2.00
130-C Custodial Worker		4.80	6.25	6.25	6.50	6.50
TOTAL POSITIONS		7.80	9.25	9.25	9.50	9.50
REVENUE SUMMARY:						
Miscellaneous		\$56	\$120	\$120	\$150	\$150
TOTAL REVENUES		\$56	\$120	\$120	\$150	\$150
APPROPRIATION SUMMARY:						
Personal Services		\$198,551	\$237,085	\$269,936	\$346,866	\$299,432
Equipment		5,521	3,500	2,800	2,775	2,775
Expenses		4,356	7,150	3,995	4,935	4,935
Supplies		14,579	18,500	16,500	17,500	17,500
TOTAL APPROPRIATIONS		\$223,007	\$266,235	\$293,231	\$372,076	\$324,642

SERVICE AREA: Interprogram Services		PROGRAM: Human Resources Management (24A)		
ACTIVITY: Policy & Administration		ORGANIZATION: Human Resources		
PROGRAM MISSION: To foster positive employee relations & progressive organizational improvements for employees, applicants & depts. by ensuring fair & equal treatment; providing opportunity for employee development & professional growth; assisting in identifying, retaining qualified employees; utilizing effective, innovative recruitment & benefit strategies; encouraging & facilitating open communication; providing advice/counsel on employment issues and establishing strategic business partnerships with departments to improve organizational design.				
PROGRAM OBJECTIVES:				
1. To resolve 85% of grievances without outside arbitration.				
2. To conduct 38 training sessions with 425 in attendance.				
3. To resolve 90% of arbitrated disputes in the County's favor.				
PERFORMANCE INDICATORS	1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND				
1. Employee bargaining units	4	4	4	4
2. Position vacancies/# classifications/# departments	57/162/15	57/162/15	60/165/15	60/165/15
3. Eligible benefits enrollees	435	435	445	445
4. Authorized personnel (FTE's)	415.47	423.02	425.12	425.12
5. Discrimination complaints received	1	1	0	0
6. Training requests - mandatory/voluntary	7/26	7/26	9/30	9/30
WORKLOAD				
1. Contracts negotiated/grievances and disputes received	1/1	3/1	2/1	2/1
2. # Jobs posted/interviews conducted/job-dept studies requested	56/165/28-5	56/165/28-5	65/185/20-3	65/185/20-3
3. # of enrollment actions/# of extensive research inquiries	362/21	375/20	380/20	380/20
4. Wage system administration actions	1031	1,200	1,275	1,275
5. # EEO complaints reviewed	1	1	0	0
6. # training sessions conducted/# of employees served	40/485	40/485	45/500	45/500
PRODUCTIVITY				
1. # of meetings related to labor relations	35	30	35	35
2. # of vacancies filled/Number of job-dept studies completed	63/26-5	60/28-5	65/20-3	65/20-3
3. % of time of HR staff spent in benefit administration	15%	15%	15%	15%
4. % of time of HR staff spent in wage administration activities	15%	15%	15%	15%
5. Cost per hour of training delivered/cost per attendee	\$125/\$34	\$130/\$36	\$140/\$42	\$140/\$42
6. % of time of HR staff spent on EEO activities	10%	10%	10%	10%
EFFECTIVENESS				
1. % Impasse items resolved in County's favor/ grievances w/o arb.	N/A/100%	90%/90%	90%/90%	90%/90%
2. % jobs filled within 5 weeks of posting close date	71%	85%	85%	85%
3. % enrollments without error/# inquiries responded to within 24 hours	100%/100%	100%/100%	100%/100%	100%/100%
4. % wage admin actions without error	99%	99%	99%	99%
5. % of substantiated EEO complaints/# hired in underutilized areas	0/3	0/5	0/6	0/6
6. % of employees served in training/% rating delivery high	39%/46%	42%/50%	50%/50%	50%/50%
ANALYSIS:				
Non-salary appropriations are recommended to increase by \$21,896 or 21.3%. This is due to substantial increases requested for three expense items, which are employee development, professional services, and training-professional services, all of which are tied to the Board's target issues of retention and the development of employees.		recommendations resulting from the computer network study conducted by McGladrey and Pullen.		
Employee development includes the funding for the County's PRIDE Celebration, the County Picnic, and tuition reimbursement. This expense is recommended to increase due to anticipated increased use of the tuition reimbursement benefit as well as the increase in the maximum reimbursement amount per year.		Net of the increases to the three aforementioned expense items the remaining non-salary costs are recommended to increase by less than 2%. There was no request for equipment purchases for the department and only a slight increase in the recommended funding for supplies.		
Professional services and training-professional services are recommended to increase by \$10,000 and \$5,000 respectively. Both of these expense items are increasing due to the expected need for additional outsourcing needs for work on outstanding employee retention action plans and the Training Task Force recommendations. Additionally, these items were increased to fund computer training based on the possible		No requests for personnel changes were made in this department. However it is noted that due to the current vacancy in the Assistant County Administrator position, current year personal services costs estimates are lower than budgeted.		
		The FY02 PPB indicators for this program show increases in areas related to training and development due to the possible increases in computer-related training, mandatory training and supervisory training as recommended by several target issue committees and the network study. In addition, a slight increase in recruitment related areas reflect the continued anticipation of retirements causing vacancies.		

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Human Resources Management (24A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
634-A Assistant County Administrator		0.50	0.50	0.50	0.50	0.50
323-A Human Resources Specialist		1.00	1.00	1.00	1.00	1.00
252-A Human Resources Assistant		1.00	1.00	1.00	1.00	1.00
198-A Secretary		1.00	1.00	1.00	1.00	1.00
Z Governmental Trainee		3.00	3.00	3.00	3.00	3.00
TOTAL POSITIONS		6.50	6.50	6.50	6.50	6.50
REVENUE SUMMARY:						
Fees and Charges		\$0	\$1,000	\$0	\$500	\$500
Miscellaneous		643	0	0	500	500
TOTAL REVENUES		\$643	\$1,000	\$0	\$1,000	\$1,000
APPROPRIATION SUMMARY:						
Personal Services		\$159,051	\$196,020	\$157,265	\$210,250	\$209,575
Expenses		77,227	99,214	106,950	121,025	121,025
Supplies		4,280	3,380	3,395	3,465	3,465
TOTAL APPROPRIATIONS		\$240,558	\$298,614	\$267,610	\$334,740	\$334,065

SERVICE AREA: Interprogram Services		PROGRAM: Risk Management (23E)			
ACTIVITY: Risk Management Services		ORGANIZATION: Non-Departmental			
PROGRAM MISSION: To reduce, mitigate and avoid losses for the county by coordinating the identification, review and settlement of claims, and enhancing risk reduction activities					
PROGRAM OBJECTIVES:					
1. Review 100% of all Workers Compensation/Liability claims filed.					
2. Conduct 5 loss safety surveys.					
3. Develop OSHA training in all departments.					
PERFORMANCE INDICATORS		1999-00	2000-01	2001-02	2001-02
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
1. Number of site visits/inspections to be performed		0	10	10	10
2. Number of auto accidents reported		17	15	15	15
3. Number of worker's compensation claims filed		38	30	30	30
4. Number of employees/departments served		12	12	12	12
5. Number of property claims reported		13	10	10	10
6. Number of liability claims/OHSA complaints reported		21/0	10/0	10/0	10/0
WORKLOAD					
1. Number of site visits/safety inspections conducted		0	10	10	10
2. Number of auto accidents investigated		21	15	15	15
3. Number of worker's compensation claims reviewed		46	30	30	30
4. Number of prevention/mitigation requests reviewed		12	30/30	30/30	30/30
5. Number of property claims investigated		13	10	10	10
6. Number of liability claims investigated/OSHA complaints resolved		21/0	10/0	10/0	10/0
PRODUCTIVITY					
1. Time spent on site visits/safety inspections		5%	5%	5%	5%
2. Time spent reviewing auto accidents		10%	10%	10%	10%
3. Time spent on reviewing worker's compensation claims		40%	40%	40%	40%
4. Time spent on reviewing prevention/mitigation items		20%	20%	20%	20%
5. Time spent on reviewing property claims		5%	5%	5%	5%
6. Time spent reviewing liability/OSHA complaints		20%/0	20%/0	20%/0	20%/0
EFFECTIVENESS					
1. Performance objectives achieved		33%	100%	100%	100%
2. Dollar amount of worker's compensation claims		\$97,753	\$250,000	\$100,000	\$100,000
3. Dollar amount of auto claims		\$29,781	\$60,000	\$45,000	\$45,000
4. Dollar amount of property claims		\$25,635	\$30,000	\$30,000	\$30,000
5. Dollar amount of liability claims		\$317,394	\$50,000	\$50,000	\$50,000
ANALYSIS:					
<p>The Risk management Coordinator, under the direction of the Assistant County Administrator, is responsible for loss prevention and safety functions for the County. The Risk Management Coordinator position was created to provide a higher level of oversight and management to this essential program. Fiscal year 1999 was the first complete year for this position and has since resulted in coordinated, timely, and thorough reviews of all claims, proactive training, and programs to reduce the incidence of claims and potential losses.</p> <p>Actual dollars spent on judgements & claims that both occurred and were finalized during fiscal year 2000 are listed under effectiveness indicators E.2 through E.5. Those figures also include payments made during 2000 on incidents from previous fiscal years.</p> <p>Total payments made on judgements & claims vary greatly from year to year. Total payments made during FY 2000 and the four previous years are as follows: FY'00 - \$471,480; FY '99 - \$377,545; FY ' 98 - \$313,913; FY '97 - \$261,409; FY '96 -</p>		<p>\$487,244. The average amount of claim losses during the five-year period calculates to \$382,318. The average pay-out was substantially higher than the recommended budget due to two large liability claims paid out during 1996 and 2000. Current year projections are high due to several finalized and outstanding workers compensation claims.</p> <p>Claim losses for fiscal year 2001/02 are budgeted at \$225,000 since no shock losses are pending.</p> <p>The budgeted recommendation for insurance premiums includes a 5.0% increase.</p> <p>Total non-salary costs are recommended to decrease from the FY 2001 budget by \$56,450.</p> <p>The remaining indicators are recommended as submitted by the Risk Management Coordinator.</p> <p>No personnel requests were submitted for this program.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Risk Management (23E)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
417-A Risk Management Coordinator		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		1.00	1.00	1.00	1.00	1.00
REVENUE SUMMARY:						
Fees and Charges		\$14	\$0	\$0	\$0	\$0
Miscellaneous		90,586	5,000	5,000	5,000	5,000
TOTAL REVENUE		\$90,600	\$5,000	\$5,000	\$5,000	\$5,000
APPROPRIATION SUMMARY:						
Personal Services		\$48,969	\$52,518	\$53,583	\$57,731	\$57,558
Expenses		760,300	631,500	723,690	574,900	574,900
Supplies		1,045	1,000	1,050	1,150	1,150
TOTAL APPROPRIATIONS		\$810,314	\$685,018	\$778,323	\$633,781	\$633,608

SERVICE AREA: Interprogram Services		PROGRAM: Legislation & Policy (29A)			
ACTIVITY: Policy & Administration		ORGANIZATION: Supervisors, Board of			
PROGRAM MISSION: To enhance county services for citizens and County Departments by providing effective management and coordination of services					
PROGRAM OBJECTIVES:					
1. To keep expenditures at or below .5% of total county budget.					
2. To hold 100 Board of Supervisors meetings.					
3. To consider 575 agenda items.					
4. To deliberate 470 resolutions.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Board of Supervisor meetings scheduled	97	100	100	100	
2. Dollar value of operating budget	\$43,681,005	\$48,976,472	\$46,682,722	\$45,801,262	
3. Dollar value of Capital Improvement Plan (CIP)	\$3,408,430	\$4,812,224	\$9,664,215	\$9,664,215	
4. Agenda items to be considered	569	575	575	575	
5. Board and commissions requiring memberships	45	45	45	45	
WORKLOAD					
1. Board of Supervisor meetings held	97	100	100	100	
2. Number of resolutions deliberated	410	470	470	470	
3. Agenda items considered	569	575	575	575	
PRODUCTIVITY					
1. Departmental expenditures as a percent of total County expenditures	0.46%	0.38%	0.40%	0.41%	
EFFECTIVENESS					
1. Program performance budget objectives accomplished	25%	100%	100%	100%	
2. Percent of target issue action steps completed.	70%	97%	70%	70%	
3. Board members' attendance at authorized agency meetings	N/A	75%	75%	75%	
ANALYSIS:					
<p>Non-salary expenses for FY02 budget are recommended to decrease slightly. This decrease is primarily shown in reimbursement for mileage which is down by \$1000. This is based on past usage and to a law change that requires a portion of board member's mileage to be taxable which comes out of a different account. In addition, subscription expenses have increased \$300 based on past usage and an inflationary increase.</p> <p>The Board's performance indicators are expected to remain near the same level as projected for FY01.</p> <p>The overall County operating budget is recommended to increase 9% over the current year. The primary reason for the increase in appropriations is due to two substantial pass through grants (Maternal & Child Health-\$708,041; Community Development Block Grant Career Link Program Grant-\$215,695). In addition, recommended Mental Health costs are increasing \$856,546, emergency medical services increasing \$109,700, increased employee health insurance costs (\$562,536), increased costs for various new positions or upgrades (\$265,000) and rental costs</p>		<p>(\$70,000) for housing Juvenile Court Services off campus during renovation of the Courthouse and Bi-Centennial Building. Net of the aforementioned costs the County's operating budget would be increasing 2.4%.</p> <p>The County's Capital Improvement Plan (CIP) is recommended to increase by \$2,844,989 over the current budgeted level. This increase is primarily for the continuation of the Master Space Utilization Master Plan and the renovation of the Bi-Centennial Building and the County Courthouse. This plan will provide more space for court related services by moving administrative offices from the County Courthouse to the Bi-Centennial Building over a ten year period. The CIP plan also includes the expansion of the Juvenile Detention Center as well as various technology improvements as contained in the recent Technology Assessment Report as performed by RSM McGladrey at the Board's direction.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Legislation & Policy (29A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
X Chair, Board of Supervisors		1.00	1.00	1.00	1.00	1.00
X Member, Board of Supervisors		4.00	4.00	4.00	4.00	4.00
TOTAL POSITIONS		5.00	5.00	5.00	5.00	5.00
REVENUE SUMMARY:						
Miscellaneous		\$14	\$0	\$0	\$0	\$0
TOTAL REVENUES		\$14	\$0	\$0	\$0	\$0
APPROPRIATION SUMMARY:						
Personal Services		\$195,297	\$207,616	\$208,106	\$220,802	\$219,256
Expenses		4,479	11,000	9,800	9,950	9,950
Supplies		2,160	2,400	2,600	2,700	2,700
TOTAL APPROPRIATIONS		\$201,936	\$221,016	\$220,506	\$233,452	\$231,906

SERVICE AREA: Interprogram Services		PROGRAM: Treasurer Administration (30A)			
ACTIVITY: Policy & Administration		ORGANIZATION: Treasurer			
PROGRAM MISSION: To provide consistent policies and procedures for all citizens by offering skillful, efficient, responsive, versatile, involved, courteous and excellent customer service					
PROGRAM OBJECTIVES:					
1. To maintain administrative costs as a percent of the departmental budget at or below 10.25%.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Authorized personnel (FTE's)		28.6	28.6	28.6	28.6
2. Department budget		\$1,260,093	\$1,315,969	\$1,433,940	\$1,433,940
3. Organizations requiring liaison and coordination		23	23	23	23
WORKLOAD					
1. Percent of time spent on personnel administration		35%	35%	35%	35%
2. Percent of time spent on fiscal management		35%	35%	35%	35%
3. Percent of time spent on liaison activities and coordination		5%	5%	5%	5%
4. Percent of time spent on miscellaneous activities		25%	25%	25%	25%
PRODUCTIVITY					
1. Administration cost as a percent of departmental budget		10%	10.00%	10.25%	10.25%
2. Administration personnel as a percent of departmental personnel		7%	7%	7%	7%
EFFECTIVENESS					
1. Program performance budget objectives accomplished		85%	85%	85%	85%
ANALYSIS:					
<p>Total revenues for the department are recommended to increase by 14.3%, or \$443,493. The major sources of the revenue increase are greater earnings on investments and higher motor vehicle revenues.</p> <p>Total departmental non-salary costs are recommended to increase \$5,604, or 3.2%.</p> <p>Non-salary costs for the Treasurer's administration program are recommended to increase only slightly due to increased funding for supplies.</p> <p>All indicators are recommended as submitted.</p>					

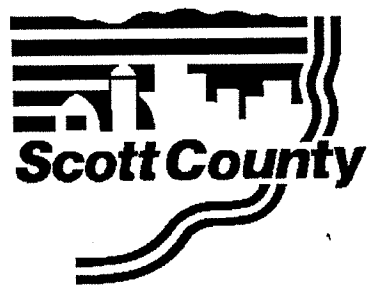
FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Treasurer Administration (30A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
X Treasurer		1.00	1.00	1.00	1.00	1.00
311-A Financial Management Supervisor		0.00	0.30	0.30	0.30	0.30
516-A Financial Management Supervisor		0.30	0.00	0.00	0.00	0.00
496-A Operations Manager		0.30	0.30	0.30	0.30	0.30
141-C Clerk II		0.40	0.40	0.40	0.40	0.40
TOTAL POSITIONS		2.00	2.00	2.00	2.00	2.00
APPROPRIATION SUMMARY:						
Personal Services		\$123,166	\$129,248	\$133,106	\$140,998	\$140,262
Expenses		2,253	4,820	4,740	4,775	4,775
Supplies		865	768	1,120	1,180	1,180
TOTAL APPROPRIATIONS		\$126,284	\$134,836	\$138,966	\$146,953	\$146,217

SERVICE AREA: Interprogram Services		PROGRAM: Tax Collection (30B)			
ACTIVITY: Policy & Administration		ORGANIZATION: Treasurer			
PROGRAM MISSION: To provide professional property tax service for all citizens through versatile, courteous, and efficient customer service skills					
PROGRAM OBJECTIVES:					
1. To collect \$310,000 of penalties and costs on delinquent taxes.					
2. To collect 99% of taxes on current levy.					
3. To process at least 85% of all taxes by mail.					
PERFORMANCE INDICATORS		1999-00	2000-01	2001-02	2001-02
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
1. Total number property tax/special assessment statements issued		157,538	157,000	158,000	158,000
2. Dollar value of tax certification		\$141,568,042	\$146,117,608	\$150,500,000	\$150,500,000
3. Number of tax certificates issued		2,056	1,800	1,800	1,800
4. Number of elderly tax credit applications		538	700	700	700
5. Total dollar property taxes received over counter		\$12,410,112	\$13,150,585	\$13,545,000	\$13,545,000
6. Total dollar property taxes received by mail/lock box		\$120,662,604	\$123,703,184	\$127,925,000	\$127,925,000
WORKLOAD					
1. Total # property tax/special assessment receipts processed		140,743	141,000	142,000	142,000
2. Dollar value of taxes collected on current year certification		\$140,612,274	\$145,533,158	\$149,747,500	\$149,747,500
3. Number of tax certificates redeemed		1,878	1,800	1,800	1,800
4. Number of elderly tax credits approved/processed by State		944	700	700	700
5. Total dollar property taxes processed over counter		\$12,410,112	\$13,150,585	\$13,477,275	\$13,477,275
6. Total dollar property taxes processed by mail/lock box		\$120,662,604	\$123,703,184	\$127,285,375	\$127,285,375
PRODUCTIVITY					
1. Cost per property tax/special assessment statement processed-94%		\$2.06	\$2.21	\$2.28	\$2.28
2. Cost per tax certificate issued and/or redeemed-3%		\$4.50	\$5.49	\$5.73	\$5.73
3. Cost per elderly tax credit application processed-3%		\$9.80	\$14.12	\$14.74	\$14.74
4. Average dollar property taxes processed/window clerk/day		\$7,689	\$8,219	\$8,423	\$8,423
EFFECTIVENESS					
1. Percent of taxes collected on current year's levy		99.32%	99.60%	99.50%	99.50%
2. Total dollars of interest & penalties retained by County		\$362,833	\$308,000	\$320,000	\$320,000
3. Total dollars of state credits collected		\$7,252,758	\$7,850,000	\$7,850,000	\$7,850,000
4. Total dollars of abated and suspended taxes		\$482,998	\$400,000	\$400,000	\$400,000
5. Percent total property taxes processed over counter		8.72%	9%	9.00%	9.00%
6. Percent total property taxes processed by mail/lock box		84.79%	85%	85.00%	85.00%
ANALYSIS:					
<p>Revenues for this program are recommended to increase by 4.4%, or \$21,375. More than half of this increase will come from penalties and interest on delinquent taxes. This increase is based on historical trends. The remainder of the increase comes primarily from revenue obtained from the sale of bidder numbers at the Treasurer's annual tax sale. This revenue increased by more than 25% last fiscal year.</p> <p>Total non-salary appropriations are recommended to decline by 1.1%. This is the second year in a row that non-salary appropriations for this program have declined.</p> <p>Most PPB information is recommended to remain at about the same levels as in the current budget year. All demand and workload indicators are consistent with past years, allowing for increases in dollar volumes due to the increase in total anticipated taxes certified for collection (D.2). This amount is recommended to increase by 3.0% based on past trends.</p> <p>The total dollar amount of property taxes processed over the counter (W.5) and processed by mail or lock-box (W.6) are tied</p>		<p>directly to the estimation of total taxes certified. The total dollar value of taxes expected to be collected on the current year's certification (W.2) is ½ of one percent below the actual recommended certification. This high level of collections is reflective of the success of the annual tax sale that is held every June. At the conclusion of the Tax sale nearly all current and delinquent taxes are paid.</p> <p>No personnel requests were made for this program.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Tax Collection (30B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
496-A Operations Manager		0.30	0.30	0.30	0.30	0.30
332-A Tax Accounting Specialist		0.50	0.50	0.50	0.50	0.50
177-C Senior Clerk		1.00	1.00	1.00	1.00	1.00
141-C Clerk II		5.90	5.90	5.90	5.90	5.90
TOTAL POSITIONS		7.70	7.70	7.70	7.70	7.70
REVENUE SUMMARY:						
Penalties & Interest on Taxes		\$440,866	\$436,500	\$419,000	\$448,500	\$448,500
Fees and Charges		59,850	46,150	55,525	55,525	55,525
Miscellaneous		20,077	0	0	0	0
TOTAL REVENUES		\$520,793	\$482,650	\$474,525	\$504,025	\$504,025
APPROPRIATION SUMMARY:						
Personal Services		\$265,148	\$283,833	\$277,294	\$295,509	\$293,754
Equipment		0	600	600	0	0
Expenses		25,271	26,530	26,530	26,530	26,530
Supplies		17,895	21,800	21,840	21,850	21,850
TOTAL APPROPRIATIONS		\$308,314	\$332,763	\$326,264	\$343,889	\$342,134

SERVICE AREA: Interprogram Services		PROGRAM: Accounting/Finance (30E)			
ACTIVITY: Policy & Administration		ORGANIZATION: Treasurer			
PROGRAM MISSION: To provide professional accounting, cash handling and investment services to Scott County through competitive bidding, prudent investing, and following generally accepted accounting principles					
PROGRAM OBJECTIVES:					
1. To process at least 1,400 investment transactions.					
2. To keep the number of receipt errors below 200.					
3. To earn \$1,950,000 or more in investment income.					
PERFORMANCE INDICATORS		1999-00 ACTUAL	2000-01 PROJECTED	2001-02 REQUESTED	2001-02 ADOPTED
DEMAND					
1. Number of miscellaneous receipts received		3,967	3,900	4,000	4,000
2. Number of travel advances requested/parking tickets issued		186/239	180/250	180/250	180/250
3. Number of warrants/health claims drawn on bank for payment		32,390	32,500	32,600	32,600
4. Dollar value principle and interest due on bonds		\$1,074,375	\$592,485	\$594,010	\$594,010
5. Number receipt errors detected during reconciliation process		131	200	200	200
6. Dollar amount available for investment annually		\$235,029,416	\$240,000,000	\$245,000,000	\$245,000,000
WORKLOAD					
1. Number miscellaneous receipts issued		3,967	3,900	4,000	4,000
2. Number travel advances issued/parking tickets paid/dismissed		186/155	180/250	180/250	180/250
3. Number warrants/health claims paid by Treasurer		32,390	32,500	32,600	32,600
4. Dollar value principle & interest paid on bonds		\$1,074,375	\$592,485	\$594,010	\$594,010
5. Number receipt errors corrected during reconciliation process		81	200	200	200
6. Number of investment transactions processed		1,473	1,400	1,400	1,400
PRODUCTIVITY					
1. Cost per miscellaneous receipt issued (20%)		\$11.64	\$12.44	\$12.89	\$12.89
2. Cost travel advance issued (5%)		\$62.05	\$66.91	\$71.59	\$71.59
3. Cost per warrant processed (30%)		\$2.14	\$2.24	\$2.37	\$2.37
4. Cost per receipt error (10%)		\$108.88	\$120.44	\$128.86	\$128.86
5. Cost per investment transaction (30%)		\$47.01	\$51.62	\$55.23	\$55.23
EFFECTIVENESS					
1. Dollar amount of miscellaneous receipts collected		\$36,880,873	\$25,000,000	\$27,000,000	\$27,000,000
2. Total cash over (short) due to receipt error		(\$1,677)	(\$300)	(\$500)	(\$500)
3. Number checks returned-insufficient funds		598	650	650	650
4. Number motor vehicle & property tax refund checks issued		5,366	5,000	5,000	5,000
5. Total investment revenue from use of money/property		\$2,201,826	\$2,365,000	\$2,105,000	\$2,105,000
6. Treasurer's Office General fund investment revenue only		\$1,977,824	\$2,284,681	\$2,051,747	\$2,051,747
ANALYSIS:					
Total revenues for this program are recommended to increase by 21.6%, or \$374,088 over the FY 2001 budget due to anticipated increases to investment earnings. This recommended increase to investment earnings is based on projections for higher interest yields as well as an increase to the average daily balance available for investment.		in investment yields and a planned spend down of fund balance for the Space Utilization Plan.		Course Project. These payments, amounting to \$318,965 during FY 2002, are not included in this indicator.	
Total investment revenue from the use of money and property (E.5) reflects all earnings from investments made by the Treasurer's office. General fund revenue (E.6) reflects budgeted interest revenues less transfers to other funds. The projection for total investment revenue (E.5) for FY 2001 has been raised by \$390,000 due to the current interest rate environment, actual earnings to date, and the aforementioned growth of the average daily balance available for investment. Also included in this figure is a \$125,000 payment from the County golf course on the loan from the general fund.		Total non-salary costs are recommended to increase by 4.4% due almost entirely to a rise in bank service charges. This increase is due to two factors, the first of which is higher volumes due to the incorporation of the Recorder's banking services into those of the Treasurer's. This has resulted in a 6.5% increase in billable service volumes. The second reason is a proposed increase in fees from our primary bank. This will be the first fee increase since prior to 1996.		No personnel requests were submitted for this program.	
The recommended total investment earnings for FY 2002 is lower than the FY 2001 projection due to an anticipated decline		The dollar value of principle and interest paid on bonds (D.4) is lower than the actual amount paid during fiscal year 1999/2000 due to completing payments on the 1991 Jail Refunding Bonds. The County's remaining general obligation debt service requirements consist of the Solid Waste Disposal Bonds, which are paid solely from the revenues of the Scott Area Solid Waste Management Commission. Additional debt payments are made by the County to service the Certificates of Participation issued for the County Golf		All other indicators are consistent with past years.	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Accounting/Finance (30E)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
11-A Financial Management Supervisor		0.00	0.70	0.70	0.70	0.70
16-A Financial Management Supervisor		0.70	0.00	0.00	0.00	0.00
332-A Tax Accounting Supervisor		0.50	0.50	0.50	0.50	0.50
191-C Cashier		1.00	1.00	1.00	1.00	1.00
177-C Motor Vehicle Account Clerk		2.00	2.00	2.00	2.00	2.00
TOTAL POSITIONS		4.20	4.20	4.20	4.20	4.20
REVENUE SUMMARY:						
Use of Money/Property		\$1,977,824	\$1,730,612	\$2,284,681	\$2,051,747	\$2,051,747
Fines and Forfeitures		707	1,000	700	700	700
Miscellaneous		1,293	1,200	1,200	1,200	1,200
TOTAL REVENUES		\$1,979,824	\$1,732,812	\$2,286,581	\$2,053,647	\$2,053,647
APPROPRIATION SUMMARY:						
Personal Services		\$175,991	\$185,926	\$186,218	\$198,582	\$197,636
Expenses		53,343	54,771	55,787	57,237	57,237
Supplies		1,485	1,885	1,885	1,900	1,900
TOTAL APPROPRIATIONS		\$230,819	\$242,582	\$243,890	\$257,719	\$256,773



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. The State of Iowa does require that all budget amendments be enacted one month prior to the end of the fiscal year. Budget appropriations for Scott County 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 of the County are based on generally accepted accounting principles and meets the criteria set forth by the Government Finance Officers Association for its Certificate of Achievement for Excellence in Financial Reporting. The format includes basic fund types as follows:

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.

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.

Enterprise Funds - 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.

Internal Service Funds - These funds are established to finance and account for services for and commodities furnished by one department or agency to other departments or agencies of the County. Budgeted internal service funds include the Vehicle Replacement Reserve Fund, Electronic Equipment Reserve Fund, and the Self-Insurance Reserve 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
- Court Services
- Physical Health and Education Services
- Mental Health Services
- Social Services
- County Environment Services
- Roads and Transportation Services
- State and Local Government Services
- Interprogram Services
- Debt Service
- Capital Projects

SCOTT COUNTY BUDGET CALENDAR

<u>Month</u>	<u>Budget Task</u>
September	Board of Supervisors identifies specific areas to be reviewed by staff during the upcoming budget preparation process.
October	Budget Planning Manuals and other materials are distributed to departments and authorized agencies at budget orientation session.
November	Departments and authorized agencies develop and submit budget requests to the Office of Budget and Information Processing. Discussions with Budget Director, budget analysts, and department heads/agency directors begin.
December	Discussion with Budget Director, budget analysts and department heads/agency directors continues. County Administrator receives budget drafts for preliminary review prior to discussions with budget team.
January	Goal setting sessions by Board of Supervisors (every two years). Discussions with County Administrator and budget team. Presentation of Administration's Recommendation on the proposed budget.
February	Board of Supervisors intensive budget review.
March	Public hearing on proposed budget. Adoption of budget by Board of Supervisors by resolution. Certification of budget to County Auditor and State Department of Management.
April	Review by Office of Budget and Information Processing of possible budget amendment needs.
May	Proposed budget amendments to individual Service Areas presented to Board of Supervisors. Public hearing on proposed budget amendments. Board of Supervisors approval of amendments to current year budget by resolution.
June	Board of Supervisors set appropriations and authorized position levels for ensuing fiscal year.
July	New fiscal year begins

BUDGET PREPARATION PROCESS

The preparation of Scott County's budget involves the interaction of County departments, authorized agencies, boards and commissions, the Board of Supervisors, and the general public. This process begins with the initial distribution of budget materials to departments and authorized agencies and is completed with the Board of Supervisors certification of a budget for the upcoming fiscal year.

The County's budgetary process begins nine months prior to July 1st, the beginning of the County's fiscal year. In early October the Board of Supervisors meets with the County Administrator and the Director of Budget and Information Processing to identify specific areas to be reviewed during the budget process. These specific areas of review are then given to department heads and agency directors to keep in mind as they prepare their budget requests for the ensuing year. At the end of October, Budget Planning Manuals and appropriate worksheets are distributed to department heads and authorized agency directors. The Budget Planning Manuals identify the budgetary process and give specific directions on the process. Scott County's system includes the completion of several Program Performance Budget (PPB) forms that are described in detail in the manual.

Scott County's budgetary process is on the County's microcomputer system, and consequently, historical data is forwarded 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 Budget and Information Processing 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 Program Performance Budget system is further explained at the end of this budget preparation process discussion.

In regard to goals and objectives, the Board of Supervisors, during their work sessions every other January, discusses and identify target issues for the overall operation of the County. These bi-annual target issues are reviewed mid-term for possible changes or refinements. A complete listing of the target issues appears in the Board Chairman and County Administrator's budget message included in the budget document.

Department requests for appropriations are submitted to the Office of Budget and Information Processing for initial review by the end of November. The departments consult with the appropriate boards and commissions in developing the budget as it relates to service levels. Staff further allocates expenditures by sub-object type. The department head meets with the County Administrator, the Director of Budget and Information Processing 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 Budget and Information Processing prepares revenue estimates from input from the respective departments. Each department is required to submit potential revenue estimates for their programs. The Office of Budget and Information Processing estimates general revenues such as those from the State and Federal government, and lastly determines the County's taxing ability. A preliminary budget is discussed with the County Administrator. This preliminary budget reflects the budget requests as submitted by the departments and adjusted by the County budget team in relation to revenue projections.

The County Administrator presents to the Board of Supervisors a balanced budget in late January. The Board of Supervisors receives a 3-ring binder of information which includes the budget message from the County Administrator, various schedules dealing with taxation and property valuations, in addition to the proposed revenue schedules, expenditure schedules, and summary of department programs as they pertain to the proposed budget. Copies of the initial proposed budget as presented to the Board of Supervisors are available at the County Auditor's office and public libraries for citizen review.

BUDGET PREPARATION PROCESS

(Continued)

The summary information for the departments includes a history of financial data in addition to a revised estimate for the current year and the proposed budget for both expenditures and revenues. Additionally, a brief description of the program is presented with other program performance indicator information as it applies to the budget. Any changes from the current year to the proposed year are also noted. Of special importance is the inclusion of the performance objectives for the programs within each department.

The month of February is basically devoted to discussions with the Board of Supervisors. At the Board's first budget work session in February the respective budget analyst briefly reviews each program and, if appropriate, budget issues are identified and written on newsprint for further discussion at subsequent budget work sessions. In addition, each Board member, based on his own review of the budget materials or from budget discussions, identifies other budget issues and policy matters which then are also noted on the newsprint. These budget issues then become subsequent agenda items at future budget sessions until all are resolved. These sessions, as in the case of the goals and objectives sessions of the Board of Supervisors during January, are open to the general public.

After the general budget meetings with County staff and department/agency directors as necessary, the Board of Supervisors meets to discuss the County's services and items of concern to the operation of the County. These discussions basically entail a balancing of proposed requests and potential revenue sources. The Board of Supervisors identifies items that they had previously discussed which were to be considered as additions or deletions to the proposed budget. The Board then has the task of weighing certain services or programs within the organization in light of available resources. After the Board of Supervisors agrees upon a proposed level of services, and likewise an appropriation level, the Board sets a public hearing. Notice of such public hearing is made in the local official newspapers and a summary of proposed expenditure and revenue levels is included in that publication. According to state law, the tax rate cannot be increased after publication of the proposed expenditure levels for the public hearing thus, department/agency requests are always used as a basis of publication. During the public hearing, citizens are given the opportunity to voice their objections or support of the proposed budget as presented. After the public hearing, the Board of Supervisors considers any comments made and then act upon the approval of the budget.

The Board officially authorizes by resolution to certify with the County Auditor and the State Office of Management the adopted budget for the upcoming year on or before the state law deadline of March 15th. After certification, staff reviews the budget and detailed information changed in light of Board of Supervisors discussions. The budget is subsequently printed and available for distribution. The budget document then becomes an instrument and a guide for the Board and departments during the year for achieving the goals and objectives, and providing programs and services as described in the budget.

SCOTT COUNTY'S PROGRAM PERFORMANCE BUDGETING SYSTEM

Prior to fiscal year 1983-84 Scott County was accustomed to budgeting for TOTAL departments and authorized agencies. In the program performance budget, the County continues to budget for departments, but each department divides its budget into functions or services, which are known as "programs". There are several reasons for dividing organizational budgets into program budgets.

First and foremost, program budgets emphasize the services the County provides instead of the expenses the County incurs. Budget justifications are based upon citizen needs, the County's response to their needs, and the resources the County requires to provide the response that the County proposes. The program performance budget provides a positive focus on the services that the County provides, instead of a negative focus on the money that the County spends. In order to accomplish this change in emphasis, the County needs to budget for each service (program).

Second, program budgets improve Scott County's management capabilities. In the "old" system, the emphasis was on reviewing line item expenditures and the County's role was that of a senior bookkeeper. If funds were expended within the limits of budgeted line items, the County was a good manager. In the "new" system, the emphasis is on managing services, and thus there is need for some flexibility to control expenditures in order to produce the results expected of programs. This program performance budget provides the County with the flexibility to do this.

BUDGET PREPARATION PROCESS

(Continued)

Third, program budgets improve leadership, delegation of authority, and follow-up responsibility for assuring that services are provided at the programmed level. The "results oriented" budget contains specific plans for output, efficiency, and effectiveness. These plans, which are called "performance objectives" are the guidelines that subordinates use for individual performance, which are monitored on a regular, quarterly basis.

Finally, program budgeting enables large departments to divide their operations into more manageable sub-departmental cost centers. This also allows directors of large departments to place more responsibility on managers and first-line supervisors, and to train them in management skills required for budgeting, planning, and leadership.

Once programs have been identified for departments and authorized agencies specific performance indicators are developed and tracked.

Performance indicators are statistical measures of actual and planned performance which report on four important characteristics of each Scott County Program:

- Demand - who needs the program, how much is needed?
- Workload - what does the program produce, who is served?
- Productivity - what is the cost of one unit of workload, how efficient is the program? and
- Effectiveness - what is the quality, impact, or responsiveness of the program?

Demand:

Is this program necessary? How much service is required or requested? Demand is the external factor that demonstrates the "need" for the program. Demand data enables decision-makers to adjust services and costs to respond to changes in the direction and/or magnitude of the demand for the service.

GENERAL EXAMPLES:

- Eligible Populations
- Service Area Size
- Deficient Conditions
- Requests or Applications
- Complaints

Workload:

How much service is being provided? How do service outputs (workload) compare to service needs (demand)? Facts about workload enable decision-makers to relate budget expenditures to personnel outputs, and to relate outputs to demand. Workload data is also the basis, along with total expenditures, for unit cost, or productivity indicators.

GENERAL EXAMPLES:

- Units of Output
- Transactions Processed
- People Served
- Time Spent

BUDGET PREPARATION PROCESS

(Continued)

Productivity:

Is the program being run efficiently? What is the average cost of one unit of service? Unit cost (productivity) data enables decision-makers to measure efficiency, as opposed to total expenditures. Productivity unit costs also can be used to quickly estimate the cost of adding more service, or the savings to be realized for reductions in service.

Effectiveness:

How well is the program doing? What is its impact and/or quality? Effectiveness data enables decision-makers to see that quality does not suffer as productivity increases, or that quality improves if productivity declines.

GENERAL EXAMPLES:

- Response Time
- Workload as Percent of Demand
- Objectives Accomplished
- Error Rate
- Interval Between Service Repetition

CAVEATS:

- Not everything is measurable
- Be aware of data availability-don't spend a dollar for a dime's worth of information
- Who selects indicators-a process of negotiation between you and your budget analyst
- No comparisons to other governments (internal organization comparison)
- Indicators before objectives

The Program Performance Budget (PPB) system has worked very well for Scott County since its implementation in fiscal year 1983-84.

MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY

Date of Incorporation: December 31, 1837

Form of Government: County Board/County Administrator

Area in Square Miles	447	Recreation: Parks	
		County Parks	7
Median Age of Population	36.5	Number of Acres	2,348
		City Parks	87
Miles of Roads and Streets:		Number of Acres	2,827
Interstate Highways	43	Golf Courses:	
State Highways	78	Private	2
County Roads	556	Public	7
City Streets	<u>727</u>	Municipal	3
Total Miles	<u>1,404</u>		
Acres of Industrial Lands	1,017	Snowmobile Trails, Total Miles	77
Farming Acres	227,798	State Wildlife Preserve Open to Public Hunting and Fishing	2,785/Acres
Number of Farms	1,428	Number of Lakes	5
County Employees:		Number of Boat Launches	4
Board Members	5	Number of Beaches	1
Elected Officials	5	Number of Swimming Pools	1
Full time equivalents	424	Number of Zoos	1
		Number of Baseball Diamonds	2
Schools Within the County: Public Schools		Public Safety:	
Elementary	39	County Sheriff Department	1
Junior High	9	City Police Department	8
Senior High	6	Fire Department:	
Total Students	28,163	Full-time	2
		Volunteer	11
Non-Public Schools:		Rescue Squads	2
K-8	8	Elections: Last General Election	
High School	2	Registered Voters	112,075
Total Students	3,179	Votes Cast	68,675
		Percent	61.3%
Higher Education:		Elections: Last Municipal Election	
University	2	Registered Voters	83,265
Colleges	2	Votes Cast	22,935
Junior College	1	Percent	27.5%
Vocational Schools	3		
Total Students	17,245	Building Permits:	
		Issued in the Year Ended	
		June 30, 1999	723
		Value of Issued Permits	\$18,038,649

MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY (cont.)

Ten Principal Taxpayers

As of June 30, 2000

Organization	Taxable Value	% of Total Taxable Value
Mid-American Energy	\$243,651,418	5.30%
Aluminum Company of America	171,003,784	3.72%
SDG Macerich Properties	65,583,800	1.43%
Davenport Water Company	49,005,129	1.07%
Isle of Capri	37,188,970	0.81%
U.S. West Communications	31,775,566	0.69%
Lafarge Corporation	28,718,711	0.62%
Genventures	24,736,642	0.53%
Peterson property	18,109,100	0.39%
Oscar Mayer Foods Corp.	16,019,883	0.35%
Total	\$685,793,003	14.91%

Source: County tax rolls.

BUDGET GLOSSARY

The Annual Budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader of the Annual Budget document in understanding these terms, a budget glossary has been included in the document.

Accrual Accounting: A basis of accounting in which debits and credits are recorded at the time they are incurred as opposed to when cash is actually received or spent. For example, in accrual accounting, a revenue which was earned between April 1 and June 30, but for which payment was not received until July 10, is recorded as being received on June 30 rather than on July 10.

Appropriation: An authorization made by the Board of Supervisors which permits the County to incur obligations and to make expenditures of resources.

Appropriation Resolution: The official enactment by the Board of Supervisors to establish legal authority for County officials to obligate and expend resources.

Assessed Valuation: A value that is established for real or personal property for use as a basis for levying property taxes. (Note: Property values are established by the City or County Assessors.)

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 PPB 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.

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 interfund 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.

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 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 budget document is prepared on a cash basis since Iowa law requires all budget amendments to be adopted one month *prior* to the end of the fiscal year. The annual audit, however, is prepared on an 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.

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.

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.

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 that are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

FTE: Full-time equivalent; an authorized position equivalent to working 2,080 hours in a year.

Fund: An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions. Eight commonly used funds in public accounting are: general fund, special revenue funds, debt service fund, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

Fund Balance: Fund balance is the excess of assets over liabilities and is therefore also known as surplus funds.

Full Faith and Credit: A pledge of the general taxing power of a government to repay debt obligations (typically used in reference to bonds).

GAAP: Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles

General Fund: The largest fund within the County, the General Fund accounts for most of the financial resources of the government. General Fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenue. This fund usually includes most of the basic operating services, such as law enforcement, mental health services, finance, data processing, park and recreation, physical health services, services to the poor, county development services, and general administration.

General Ledger: A file that contains a listing of the various accounts necessary to reflect the financial position of the government.

General Obligation Bonds: Bonds that finance a variety of public projects such as roads, buildings, and improvements; the repayment of these bonds is usually made from the Debt Service Fund, and these bonds are backed by the full faith and credit of the issuing government.

GFOA: Government Finance Officers Association of the United States and Canada

GASB: Government Accounting Standards Board - promulgates accounting standards and practices for governments

Grant: A contribution by a government or other organization to support a particular function. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

HCBS: Home and community based mental health mental retardation services

Interfund Transfers: Amounts transferred from one fund to another.

Intergovernmental Revenue: Revenue received from another government for a specified purpose. In Scott County, these are funds primarily from the State of Iowa.

Internal Service Fund: Funds used to account for the financing of goods or services provided by one department to another department, for example, the Vehicle Replacement Reserve Fund.

Inventory: A detailed listing of property currently held by the government.

Invoice: A bill requesting payment for goods or services by a vendor or other governmental unit.

Levy: To impose taxes, special assessments, or service charges for the support of County activities.

Line-Item Budget: A budget that lists each expenditure account (salary, materials, telephone service, travel, etc.) separately, along with the dollar amount budgeted for each specified category.

Long Term Debt: Debt with a maturity of more than one year after the date of issuance.

MH-DD: Mental health, developmentally disabled. Also refers to the Special Revenue Fund created by the State of Iowa to account for mental health, mental retardation and developmentally disabled program costs

Modified Accrual Accounting: A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are "measurable" and "available for expenditure". Since this type of accounting basis is a conservative financial approach, it is recommended as the standard for most governmental funds.

Object Code: An expenditure category, such as personal services, supplies, or equipment.

Operating Budget: The portion of the budget that pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel and fuel.

Operating Fund: A fund restricted to a fiscal budget year.

PPB: Program Performance Budget - see below.

Performance Objectives: Specific quantitative and qualitative measures of work performed as an objective of the department.

Program Budget: A budget that focuses upon the goals and objectives of an agency or jurisdiction rather than upon its organizational budget units or object classes of expenditure.

Program Performance Budget: A budget that focuses upon activities rather than line items. Demand, workload, productivity, and effectiveness indicator data are collected in order to assess the efficiency of services. Typical data collected might include miles of road needed to be paved, miles of roads paved, cost of paved roads per mile, percent of roads not able to be paved.

Property Tax: Property taxes are levied on both real and personal property according to the property's taxable valuation and the tax rate.

Revenue: Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, grants, shared revenues and interest income.

Revenue Bonds: Bonds usually sold for constructing a project that will produce revenue for the government. The revenue is used to pay the principal and interest of the bond.

Requisition: A written request from a department to the purchasing division for specific goods or services. This action precedes the authorization of a purchase order.

Reserve: An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Risk Management: An organized attempt to protect a government's assets against accidental loss in the most economical method.

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.

DEPARTMENT/AUTHORIZED AGENCIES BUDGET TOTAL SUMMARIES

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DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Administration	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
A County Administrator	1.00	1.00	1.00	1.00	1.00
634-A Assistant County Administrator	0.50	0.50	0.50	0.50	0.50
298-A Administrative Assistant	0.60	0.60	0.60	0.60	0.60
Z Administrative Intern	0.60	0.60	0.60	0.60	0.60
TOTAL POSITIONS	2.70	2.70	2.70	2.70	2.70
REVENUE SUMMARY:					
Fines/Forfeitures/Miscellaneous	\$215	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$215	\$0	\$0	\$0	\$0
APPROPRIATION SUMMARY:					
Personal Services	\$193,504	\$203,339	\$186,931	\$213,452	\$212,770
Expenses	6,721	12,950	6,950	12,950	12,950
Supplies	1,395	1,350	1,350	1,350	1,350
TOTAL APPROPRIATIONS	\$201,620	\$217,639	\$195,231	\$227,752	\$227,070

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Attorney	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
X County Attorney	1.00	1.00	1.00	1.00	1.00
Y First Assistant Attorney	1.00	1.00	1.00	1.00	1.00
Y Deputy First Assistant Attorney	3.00	3.00	3.00	3.00	3.00
A Assistant Attorney II	1.00	1.00	1.00	1.00	1.00
A Assistant Attorney I	9.00	9.00	10.00	10.00	10.00
511-A Office Administrator	1.00	1.00	1.00	1.00	1.00
323-A Case Expeditor	1.00	1.00	1.00	1.00	1.00
252-A Executive Secretary	1.00	1.00	1.00	1.00	1.00
252-A Child Support Recovery Aide	3.00	3.00	3.00	3.00	3.00
252-A Paralegal	3.00	3.00	2.00	2.00	2.00
223-C Victim/Witness Coordinator	1.00	1.00	1.00	1.00	1.00
191-C Intake Coordinator	1.00	1.00	1.00	1.00	1.00
177-C Legal Secretary	4.00	4.00	4.00	4.00	4.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	5.00	5.00	5.00	5.00	5.00
Z Summer Law Clerk	1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS	37.00	37.00	37.00	37.00	37.00
REVENUE SUMMARY:					
Intergovernmental	\$267,923	\$267,800	\$301,919	\$289,919	\$289,919
Charges for Services	228	-	-	-	-
Fines/Forfeitures/Miscellaneous	18,698	10,000	16,520	10,000	10,000
TOTAL REVENUES	\$286,849	\$277,800	\$318,439	\$299,919	\$299,919
APPROPRIATION SUMMARY:					
Personal Services	\$1,745,520	\$1,879,919	\$1,869,312	\$2,021,070	\$1,992,369
Equipment	2,294	9,000	31,500	9,000	9,000
Expenses	143,162	86,040	125,793	124,296	121,796
Supplies	33,080	35,175	34,175	35,351	35,351
TOTAL APPROPRIATIONS	\$1,924,056	\$2,010,134	\$2,060,780	\$2,189,717	\$2,158,516

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Auditor	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
X Auditor	1.00	1.00	1.00	1.00	1.00
Y First Deputy Auditor	1.00	1.00	1.00	1.00	1.00
Y Deputy Auditor-Elections	1.00	1.00	1.00	1.00	1.00
Y Deputy Auditor-Tax	1.00	1.00	1.00	1.00	1.00
611-A Accounting Supervisor	-	1.00	1.00	1.00	1.00
516-A Accounting Supervisor	1.00	-	-	-	-
291-C Election Supervisor	1.00	1.00	1.00	1.00	1.00
252-A Payroll Specialist	1.50	1.50	1.50	1.50	1.50
252-C Accounts Payable Specialist	1.50	1.50	1.50	1.50	1.50
194-C Platroom Draftsman	0.50	0.50	0.50	0.50	0.50
177-A Official Records Clerk	0.90	0.90	0.90	0.90	0.90
177-C Tax Aide	3.00	3.00	3.00	3.00	3.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS	15.40	15.40	15.40	15.40	15.40
REVENUE SUMMARY:					
Intergovernmental	\$123,205	\$38,700	\$38,700	\$129,424	\$129,424
Licenses & Permits	6,313	4,425	4,425	5,025	5,025
Charges for Services	43,884	47,750	47,750	47,750	47,750
Fines/Forfeitures/Miscellaneous	12	-	-	-	-
TOTAL REVENUES	\$173,414	\$90,875	\$90,875	\$182,199	\$182,199
APPROPRIATION SUMMARY:					
Personal Services	\$763,502	\$808,831	\$803,349	\$858,739	\$854,902
Equipment	571	2,000	2,000	2,000	2,000
Expenses	139,581	144,960	144,960	162,100	162,100
Supplies	22,108	26,375	26,375	24,250	24,250
TOTAL APPROPRIATIONS	\$925,762	\$982,166	\$976,684	\$1,047,089	\$1,043,252

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Budget & Information Processing	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
805-A Director Budget & Information Processing	1.00	1.00	1.00	1.00	1.00
Information Processing Manager	-	-	1.00	1.00	1.00
511-A Senior Programmer Analyst	1.00	1.00	1.00	1.00	1.00
445-A Programmer/Analyst II	4.00	4.00	4.00	4.00	4.00
406-A Network Systems Administrator	4.00	4.00	3.00	3.00	3.00
Webmaster	-	-	1.00	1.00	1.00
Help Desk Specialist	-	-	1.00	1.00	1.00
283-A BIP Office Supervisor	1.00	1.00	1.00	1.00	1.00
252-A Purchasing Specialist	1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Support Services	2.00	2.00	2.00	2.00	2.00
141-C Clerk II/Word Processing	1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Support Services Receptionist	0.50	0.50	0.50	0.50	0.50
TOTAL POSITIONS	15.50	15.50	17.50	17.50	17.50
REVENUE SUMMARY:					
Intergovernmental	\$173,384	\$191,500	\$183,500	\$184,000	\$184,000
Charges for Services	19,807	18,900	20,850	20,850	20,850
Fines/Forfeitures/Miscellaneous	1,709	2,530	2,530	2,530	2,530
TOTAL REVENUES	\$194,900	\$212,930	\$206,880	\$207,380	\$207,380
APPROPRIATION SUMMARY:					
Personal Services	\$781,723	\$860,908	\$810,394	\$976,999	\$972,025
Equipment	-	-	785	-	-
Expenses	545,060	630,829	649,754	683,079	683,079
Supplies	39,281	55,300	40,300	46,400	46,400
TOTAL APPROPRIATIONS	\$1,366,064	\$1,547,037	\$1,501,233	\$1,706,478	\$1,701,504

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Buildings and Grounds	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
608-A Director Buildings & Grounds	1.00	1.00	1.00	1.00	1.00
300-A Maintenance Coordinator	1.00	1.00	1.00	1.00	1.00
268-C Maintenance Specialist	3.00	3.00	3.00	3.00	3.00
198-A Project Assistant	1.00	1.00	1.00	1.00	1.00
198-A Custodial Supervisor	1.00	1.00	1.00	1.00	1.00
182-C Maintenance Worker	2.00	2.00	2.00	2.00	2.00
162-C Preventive Maintenance	1.00	1.00	1.00	1.00	1.00
162-C Lead Custodial Worker	2.00	2.00	2.00	2.00	2.00
130-C Custodial Worker	4.80	6.25	6.50	6.50	6.50
91-C Courthouse Security Guard	0.49	0.49	0.49	0.49	0.49
83-C General Laborer	0.50	0.50	0.50	0.50	0.50
TOTAL POSITIONS	17.79	19.24	19.49	19.49	19.49
REVENUE SUMMARY:					
Intergovernmental	\$20,771	\$21,000	\$21,000	\$21,500	\$21,500
Fines/Forfeitures/Miscellaneous	2,426	2,375	2,745	3,150	3,150
Sale of Fixed Assets	3,693	1,500	4,500	5,000	5,000
TOTAL REVENUES	\$26,890	\$24,875	\$28,245	\$29,650	\$29,650
APPROPRIATION SUMMARY:					
Personal Services	\$556,750	\$633,389	\$682,998	\$786,720	\$736,780
Equipment	22,528	9,000	8,100	14,235	10,125
Expenses	461,393	484,190	488,323	496,190	541,190
Supplies	60,674	64,300	60,700	65,115	65,115
TOTAL APPROPRIATIONS	\$1,101,345	\$1,190,879	\$1,240,121	\$1,362,260	\$1,353,210

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Community Services	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
725-A Community Services Director	-	1.00	1.00	1.00	1.00
571-A Community Services Director	1.00	-	-	-	-
430-A Mental Health Coordinator	-	1.00	1.00	1.00	1.00
430-A Case Aide Supervisor	-	1.00	1.00	1.00	1.00
382-A Case Aide Supervisor	1.00	-	-	-	-
332-A Social Worker	1.00	-	-	-	-
275-A Workfare Coordinator	1.00	-	-	-	-
271-A Veteran's Director/Case Aide	1.00	1.00	1.00	1.00	1.00
252-C Case Aide	4.00	4.50	4.50	4.50	4.50
233-C Office Manager	1.00	1.00	1.00	1.00	1.00
162-C Clerk III/Secretary	1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Receptionist	1.50	1.50	1.50	1.50	1.50
Z Mental Health Advocate	0.75	0.75	0.75	0.75	0.75
TOTAL POSITIONS	13.25	12.75	12.75	12.75	12.75
REVENUE SUMMARY:					
Intergovernmental	\$2,866,143	\$3,085,487	\$3,510,325	\$3,449,074	\$3,449,074
Charges for Services	52,675	49,257	59,853	44,198	44,198
Fines/Forfeitures/Miscellaneous	42,739	24,500	27,500	27,500	27,500
TOTAL REVENUES	\$2,961,557	\$3,159,244	\$3,597,678	\$3,520,772	\$3,520,772
APPROPRIATION SUMMARY:					
Personal Services	\$540,826	\$598,717	\$612,044	\$670,520	\$668,181
Equipment	894	2,000	2,000	14,000	2,000
Expenses	5,154,156	5,757,441	5,678,353	6,080,281	6,080,281
Supplies	7,563	12,000	11,500	11,850	11,850
TOTAL APPROPRIATIONS	\$5,703,439	\$6,370,158	\$6,303,897	\$6,776,651	\$6,762,312

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Conservation (Net of Golf Course)	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
775-A Director	1.00	1.00	1.00	1.00	1.00
445-A Operations Manager	1.00	1.00	1.00	1.00	1.00
382-A Naturalist/Director	1.00	1.00	1.00	1.00	1.00
357-A Park Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00
307-A Park Ranger	2.00	2.00	2.00	2.00	2.00
271-A Assistant Naturalist	1.00	1.00	1.00	1.00	1.00
220-A Conservation Assistant	1.00	1.00	1.00	1.00	1.00
220-A Patrol Ranger	1.00	1.00	1.00	1.00	1.00
187-A Pioneer Village Site Coordinator	1.00	1.00	1.00	1.00	1.00
187-A Equipment Mechanic	2.00	2.00	2.00	2.00	2.00
187-A Park Crew Leader	1.00	1.00	1.00	1.00	1.00
162-A Park Maintenance Worker	5.00	5.00	5.00	5.00	5.00
141-A Clerk II	1.00	1.00	1.00	1.00	1.00
99-A Cody Homestead Site Coordinator	0.75	0.75	0.75	0.75	0.75
Z Seasonal Concession Worker	0.50	0.50	0.50	0.50	0.50
TOTAL POSITIONS	21.25	21.25	21.25	21.25	21.25
REVENUE SUMMARY:					
Intergovernmental	\$147,347	\$62,500	\$41,000	\$43,000	\$43,000
Charges for Services	492,454	530,250	494,565	541,830	541,830
Use of Money/Property	113,468	134,850	132,450	134,062	137,062
Fines/Forfeitures/Miscellaneous	29,091	14,300	9,410	9,790	9,790
Sale of Fixed Assets	700	-	-	-	-
TOTAL REVENUES	\$783,060	\$741,900	\$677,425	\$728,682	\$731,682
APPROPRIATION SUMMARY:					
Personal Services	\$1,246,464	\$1,345,438	\$1,335,054	\$1,446,762	\$1,428,487
Equipment	68,298	143,500	152,218	145,000	145,000
Capital Improvements	417,126	270,000	265,632	288,000	288,000
Expenses	318,354	346,085	345,014	352,840	352,840
Supplies	294,851	297,160	297,160	307,849	307,849
TOTAL APPROPRIATIONS	\$2,345,093	\$2,402,183	\$2,395,078	\$2,540,451	\$2,522,176

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		1999-00	2000-01	2000-01	2001-02	2001-02
PROGRAM: Glynn's Creek (18E/F)		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
462-A Golf Pro/Manager		1.00	1.00	1.00	1.00	1.00
462-A Golf Course Superintendent		1.00	1.00	1.00	1.00	1.00
187-A Mechanic/Crew Leader		1.00	1.00	1.00	1.00	1.00
187-Assistant Superintendent		-	-	-	1.00	1.00
187-A Golf Turf Assistant		1.00	1.00	1.00	-	-
125-A Maintenance Worker		2.00	2.00	2.00	2.00	2.00
Z Seasonal Assistant Golf Pro		0.75	0.75	0.75	0.75	0.75
Z Seasonal Golf Pro Staff		7.05	7.05	7.05	7.05	7.05
Z Seasonal Part Time Laborers		5.55	5.55	5.55	5.55	5.55
TOTAL POSITIONS		19.35	19.35	19.35	19.35	19.35
REVENUE SUMMARY:						
Total Charges for Services		\$11,203	\$25,400	\$25,400	\$24,000	\$24,000
Total Green Fees		649,066	681,713	681,713	742,945	742,945
Net Cart Fees		303,653	297,500	297,500	333,640	333,640
Net Food/Beverage		148,472	145,500	145,500	145,160	145,160
Net Merchandise Sales		10,646	9,000	9,000	9,000	9,000
Net Driving Range Sales		48,803	58,125	58,125	47,880	47,880
Total Interest Income		15,172	15,000	15,000	15,000	15,000
Total Miscellaneous		1,509	1,000	1,000	1,000	1,000
Gain on Sale of Fixed Assets		68,744	-	-	-	-
TOTAL REVENUES		\$1,257,268	\$1,233,238	\$1,233,238	\$1,318,625	\$1,318,625
APPROPRIATION SUMMARY:						
Personal Services		\$427,794	\$469,401	\$472,350	\$522,303	\$522,303
Equipment (minor)		15,989	2,000	2,000	6,000	6,000
Depreciation		139,414	148,026	139,413	139,413	139,413
Expenses		74,453	79,700	82,100	85,002	85,002
Supplies		114,139	121,470	121,470	123,455	123,455
Debt Service		270,231	248,914	256,560	248,965	248,965
TOTAL APPROPRIATIONS		\$1,042,020	\$1,069,511	\$1,073,893	\$1,125,138	\$1,125,138
Net Income		\$215,248	\$163,727	\$159,345	\$193,487	\$193,487
CASH FLOW RECONCILIATION:						
Add back depreciation (non-cash expense)		139,414	148,026	139,413	139,413	139,413
Deduct gain on sale of fixed assets (non-cash revenue)		(68,744)	0	0	0	0
Deduct balance sheet cash outlays:						
Principal payment Certificates of Participation		(145,000)	(155,000)	(155,000)	(160,000)	(160,000)
Equipment purchases (major)		(107,820)	(67,000)	(67,000)	(60,952)	(60,952)
Capital projects		0	0	(60,000)	(58,000)	(58,000)
Amortized General Fund interest payment		(13,016)	(41,492)	(13,016)	(13,016)	(13,016)
Other balance sheet account changes (net)		764	-	-	-	-
Amount of cash available for other uses		\$ 20,846	\$ 48,261	\$ 3,742	\$ 40,932	\$ 40,932

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Health	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
805-A Health Director	1.00	1.00	1.00	1.00	1.00
571-A Deputy Director	1.00	1.00	1.00	1.00	1.00
430-A Program Development Coordinator	1.00	1.00	1.00	1.00	1.00
417-A Environmental Health Coordinator	2.00	2.00	2.00	2.00	2.00
417-A Community Health Coordinatoor	1.00	1.00	1.00	1.00	1.00
417-A Clinical Services Coordinator	1.00	1.00	1.00	1.00	1.00
417-A Public Health Services Coordinator	1.00	1.00	1.00	1.00	1.00
366-A Public Health Nurse	5.75	5.75	5.75	6.00	6.00
355-A Disease Prevention Specialist	2.00	3.00	4.00	4.00	4.00
355-A Environmental Health Specialist	7.00	7.00	7.00	7.00	7.00
298-A Administrative Office Manager	1.00	1.00	1.00	1.00	1.00
209-A Medical Assistant	1.00	1.00	1.00	1.00	1.00
177-A Lab Technician	0.75	0.75	0.75	0.75	0.75
162-A Resource Specialist	2.00	2.00	2.00	2.00	2.00
141-A Resource Assistant	2.60	2.60	2.60	2.60	2.60
Z Interpreters	0.35	0.35	0.35	0.35	0.35
Z Environmental Health Intern	0.25	0.25	0.25	0.25	0.25
Z Health Services Professional	1.20	1.20	1.20	1.20	1.20
TOTAL POSITIONS	31.90	32.90	33.90	34.15	34.15
REVENUE SUMMARY:					
Intergovernmental	\$249,327	\$174,901	\$1,022,286	\$1,038,213	\$1,038,213
Licenses and Permits	227,602	201,880	220,830	222,330	222,330
Charges for Services	30,628	39,200	32,600	32,800	32,800
Fines/Forfeitures/Miscellaneous	41,559	18,640	38,374	45,374	45,374
TOTAL REVENUES	\$549,116	\$434,621	\$1,314,090	\$1,338,717	\$1,338,717
APPROPRIATION SUMMARY:					
Personal Services	\$1,541,413	\$1,670,801	\$1,688,603	\$1,886,930	\$1,878,112
Equipment	2,348	9,515	11,515	5,999	5,999
Expenses	669,872	649,975	1,426,516	1,430,327	1,430,327
Supplies	49,039	44,003	44,003	48,333	48,333
TOTAL APPROPRIATIONS	\$2,262,672	\$2,374,294	\$3,170,637	\$3,371,589	\$3,362,771

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Human Resources	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
634-A Assistant County Administrator	0.50	0.50	0.50	0.50	0.50
23-A Human Resources Specialist	1.00	1.00	1.00	1.00	1.00
252-A Human Resources Assistant	1.00	1.00	1.00	1.00	1.00
198-A Human Resources Secretary	1.00	1.00	1.00	1.00	1.00
Z Governmental Trainee	3.00	3.00	3.00	3.00	3.00
TOTAL POSITIONS	6.50	6.50	6.50	6.50	6.50
REVENUE SUMMARY:					
Charges for Services	\$0	\$1,000	\$0	\$500	\$500
Fines/Forfeitures/Miscellaneous	643	-	-	500	500
TOTAL REVENUES	\$643	\$1,000	\$0	\$1,000	\$1,000
APPROPRIATION SUMMARY:					
Personal Services	\$159,051	\$196,020	\$157,265	\$210,250	\$209,575
Expenses	77,227	99,214	106,950	121,025	121,025
Supplies	4,280	3,380	3,395	3,465	3,465
TOTAL APPROPRIATIONS	\$240,558	\$298,614	\$267,610	\$334,740	\$334,065

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Human Services	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
REVENUE SUMMARY:					
Intergovernmental	\$18,687	\$14,100	\$18,600	\$18,600	\$18,600
Charges for Services	334	-	-	-	-
TOTAL REVENUES	\$19,021	\$14,100	\$18,600	\$18,600	\$18,600
APPROPRIATION SUMMARY:					
Equipment	\$1,280	\$0	\$0	\$3,000	\$3,000
Expenses	84,322	116,654	119,611	150,596	146,296
Supplies	27,897	39,858	34,858	42,351	42,351
TOTAL APPROPRIATIONS	\$113,499	\$156,512	\$154,469	\$195,947	\$191,647

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Juvenile Court Services	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
571-A Juvenile Detention Center Director	-	-	-	1.00	1.00
449-A Juvenile Detention Center Director	1.00	1.00	1.00	-	-
308-A Operations Supervisor	1.00	1.00	1.00	1.00	1.00
215-A Detention Youth Supervisor	-	-	-	10.40	10.40
169-A Detention Youth Worker	9.80	9.80	10.40	-	-
TOTAL POSITIONS	11.80	11.80	12.40	12.40	12.40
REVENUE SUMMARY:					
Intergovernmental	\$63,252	\$64,600	\$70,761	\$59,600	\$59,600
Charges for Services	44,033	35,000	35,000	45,000	45,000
TOTAL REVENUES	\$107,285	\$99,600	\$105,761	\$104,600	\$104,600
APPROPRIATION SUMMARY:					
Personal Services	\$409,311	\$452,956	\$486,826	\$551,890	\$548,496
Equipment	621	1,800	2,900	7,400	2,400
Expenses	3,996	10,750	11,000	12,350	11,150
Supplies	21,490	23,900	23,200	27,250	26,150
TOTAL APPROPRIATIONS	\$435,418	\$489,406	\$523,926	\$598,890	\$588,196

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Non-Departmental	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
417-A Risk Management Coordinator	1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS	1.00	1.00	1.00	1.00	1.00
REVENUE SUMMARY:					
Intergovernmental	\$389,294	\$436,784	\$726,902	\$748,252	\$748,252
Charges for Services	33,939	31,715	36,715	36,715	36,715
Use of Money & Property	27,524	33,507	27,524	-	-
Fines/Forfeitures/Miscellaneous	183,834	147,200	162,785	162,785	162,785
TOTAL REVENUE	\$634,591	\$649,206	\$953,926	\$947,752	\$947,752
APPROPRIATION SUMMARY:					
Personal Services	\$103,274	\$67,999	\$111,494	\$118,802	\$118,629
Expenses	1,252,719	1,534,221	1,815,816	1,948,221	1,948,221
Supplies	18,500	9,600	9,650	9,750	9,750
TOTAL APPROPRIATIONS	\$1,374,493	\$1,611,820	\$1,936,960	\$2,076,773	\$2,076,600

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Planning & Development	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
608-A Planning & Development Director	-	-	-	1.00	1.00
534-A Planning & Development Director	1.00	1.00	1.00	-	-
314-C Building Inspector	1.00	1.00	1.00	1.00	1.00
252-A Planning & Development Specialist	1.00	1.00	1.00	1.00	1.00
162-A Clerk III	0.50	0.50	0.50	0.50	0.50
Z Weed/Zoning Enforcement Aide	0.58	0.58	0.58	0.58	0.58
Z Planning Intern	0.25	0.25	0.25	0.25	0.25
TOTAL POSITIONS	4.33	4.33	4.33	4.33	4.33
REVENUE SUMMARY:					
Intergovernmental	\$0	\$0	\$1,000	\$50,000	\$50,000
Licenses and Permits	180,069	165,300	165,300	175,300	175,300
Charges for Services	5,411	6,825	6,825	6,825	6,825
Fines/Forfeitures/Miscellaneous	(57)	75	75	75	75
Sale of Fixed Assets	36,985	5,000	5,000	5,000	5,000
TOTAL REVENUES	\$222,408	\$177,200	\$178,200	\$237,200	\$237,200
APPROPRIATION SUMMARY:					
Personal Services	\$182,578	\$199,118	\$198,069	\$217,858	\$216,689
Expenses	37,189	33,845	37,145	86,595	86,595
Supplies	3,584	3,235	3,335	3,335	3,335
TOTAL APPROPRIATIONS	\$223,351	\$236,198	\$238,549	\$307,788	\$306,619

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Recorder	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
X Recorder	1.00	1.00	1.00	1.00	1.00
496-A Operations Manager	-	1.00	1.00	1.00	1.00
Y First Deputy	1.00	-	-	-	-
Y Second Deputy	1.00	1.00	1.00	1.00	1.00
191-C Real Estate Specialist	1.00	1.00	1.00	1.00	1.00
191-C Conservation Specialist	1.00	1.00	1.00	1.00	1.00
191-C Vital Records Specialist	-	1.00	1.00	1.00	1.00
141-C Clerk II	5.00	8.00	8.00	7.00	7.00
125-C Clerk I	4.00	-	-	-	-
TOTAL POSITIONS	14.00	14.00	14.00	13.00	13.00
REVENUE SUMMARY:					
Charges for Services	\$856,703	\$979,590	\$980,340	\$942,250	\$942,250
Use of Money/Property	7,384	9,000	9,000	9,000	9,000
Fines/Forfeitures/Miscellaneous	2,165	-	2,000	2,000	2,000
TOTAL REVENUES	\$866,252	\$988,590	\$991,340	\$953,250	\$953,250
APPROPRIATION SUMMARY:					
Personal Services	\$504,945	\$547,320	\$503,755	\$567,905	\$563,836
Equipment	646	-	-	-	-
Expenses	3,074	6,130	6,730	7,170	7,170
Supplies	13,364	12,750	13,150	13,575	13,575
TOTAL APPROPRIATIONS	\$522,029	\$566,200	\$523,635	\$588,650	\$584,581

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Secondary Roads	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
864-A County Engineer	1.00	1.00	1.00	1.00	1.00
634-A Assistant County Engineer	1.00	1.00	1.00	1.00	1.00
430-A Secondary Roads Superintendent	1.00	1.00	1.00	1.00	1.00
300-A Engineering Aide II	3.00	3.00	3.00	3.00	3.00
233-A Shop Supervisor	1.00	1.00	1.00	1.00	1.00
213-B Crew Leader/Operator I	3.00	3.00	3.00	3.00	3.00
204-A Office Leader	1.00	1.00	1.00	1.00	1.00
199-B Sign Crew Leader	1.00	1.00	1.00	1.00	1.00
187-B Mechanic	2.00	2.00	2.00	2.00	2.00
187-B Shop Control Clerk	-	-	-	1.00	1.00
174-B Heavy Equipment Operator III	7.00	7.00	7.00	7.00	7.00
163-B Truck Crew Coordinator	1.00	1.00	1.00	1.00	1.00
162-B Shop Control Clerk	1.00	1.00	1.00	-	-
162-A Clerk III	0.50	0.50	0.50	0.50	0.50
153-B Truck Driver/Laborer	9.00	9.00	9.00	9.00	9.00
Z Seasonal Maintenance Worker	0.60	0.60	0.60	0.60	0.60
Z Engineering Aide (Seasonal Maint)	0.30	0.30	0.30	0.30	0.30
TOTAL POSITIONS	33.40	33.40	33.40	33.40	33.40

REVENUES SUMMARY:					
Intergovernmental	\$1,795,748	\$1,796,900	\$1,810,675	\$1,912,645	\$1,912,645
Licenses & Permits	1,185	1,000	1,000	1,000	1,000
Charges for Services	10,273	9,000	9,000	9,000	9,000
Fines/Forfeitures/Miscellaneous	22,764	5,000	5,000	10,000	10,000
Transfers In	2,039,536	2,100,722	2,100,722	2,163,744	2,163,744
TOTAL APPROPRIATIONS	\$3,869,506	\$3,912,622	\$3,926,397	\$4,096,389	\$4,096,389

APPROPRIATION SUMMARY:					
Administration	\$154,129	\$150,200	\$150,200	\$163,600	\$163,600
Engineering	309,364	286,000	286,000	310,000	310,000
Bridges & Culverts	99,168	72,000	72,000	102,000	102,000
Roads	1,239,721	1,207,000	1,207,000	1,252,000	1,252,000
Snow & Ice Control	204,945	193,000	193,000	216,000	216,000
Traffic Controls	122,606	140,000	140,000	146,000	146,000
Road Clearing	83,246	95,000	95,000	95,000	95,000
New Equipment	383,993	372,000	372,000	350,000	350,000
Equipment Operation	533,272	511,500	511,500	572,500	572,500
Tools, Materials & Supplies	66,980	52,000	52,000	58,000	58,000
Real Estate & Buildings	17,946	20,000	20,000	30,000	30,000
Roadway Construction	630,315	950,000	950,000	1,100,000	1,100,000
TOTAL APPROPRIATIONS	\$3,845,685	\$4,048,700	\$4,048,700	\$4,395,100	\$4,395,100

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Sheriff	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
X Sheriff	1.00	1.00	1.00	1.00	1.00
Y Chief Deputy	1.00	1.00	1.00	1.00	1.00
Y Second Chief Deputy	1.00	1.00	1.00	1.00	1.00
519-A Captain	2.00	2.00	2.00	2.00	2.00
464-A Lieutenant	4.00	4.00	4.00	4.00	4.00
451-E Sergeant	6.00	6.00	6.00	6.00	6.00
449-A Corrections Captain	-	-	-	1.00	1.00
417-A Support Services Director	1.00	1.00	1.00	1.00	1.00
390-A Chief Correction Supervisor	1.00	1.00	1.00	-	-
353-A Support/Program Supervisor	1.00	1.00	1.00	1.00	1.00
353-A Corrections Lieutenant	3.00	3.00	3.00	3.00	3.00
332-A Corrections Sergeant	3.00	4.00	4.00	4.00	4.00
329-E Deputy	28.00	28.00	28.00	28.00	28.00
300-A Chief Telecommunications Operator	1.00	1.00	1.00	1.00	1.00
283-H Lead Correction Officer	10.00	10.00	10.00	10.00	10.00
262-A Lead Bailiff	-	-	-	1.00	1.00
246-H Correction Officer	40.20	40.20	43.20	43.20	43.20
245-A Lead Tele/Communications Operator	3.00	3.00	3.00	3.00	3.00
228-A Tele/Communications Operator	8.00	8.00	8.00	8.00	8.00
228-A Office Supervisor	1.00	1.00	1.00	1.00	1.00
223-A Food Service Manager	1.00	1.00	1.00	1.00	1.00
220-A Lead Bailiff	1.00	1.00	1.00	-	-
220-A Bailiff	-	-	-	7.30	6.70
191-C Senior Accounting Clerk	1.00	1.00	1.00	2.00	2.00
177-C Senior Clerk	3.00	3.00	3.00	2.00	2.00
176-H Jail Custodian/Correction Officer	1.00	1.00	1.00	1.00	1.00
162-A Clerk III	2.00	2.00	2.00	2.00	2.00
151-A Bailiff	6.70	6.70	6.70	-	-
141-C Clerk II	1.00	1.00	1.00	1.00	1.00
141-C Clerk II-Records	-	-	-	0.50	0.50
125-C Clerk I	1.00	1.00	1.00	0.50	0.50
125-H Jail Custodian	1.00	1.00	1.00	1.00	1.00
122-C Cook	2.80	2.80	2.80	2.80	2.80
TOTAL POSITIONS	136.70	137.70	140.70	141.30	140.70
REVENUE SUMMARY:					
Intergovernmental	\$170,290	\$141,266	\$180,290	\$182,875	\$182,875
Licenses & Permits	13,099	12,100	12,000	14,075	14,075
Charges for Services	615,850	449,700	512,130	543,680	543,680
Fines/Forfeitures/Miscellaneous	35,897	3,700	22,525	23,335	23,335
TOTAL REVENUES	\$835,136	\$606,766	\$726,945	\$763,965	\$763,965
APPROPRIATION SUMMARY:					
Personal Services	\$ 6,245,689	\$ 6,825,927	\$ 6,971,647	\$ 7,567,978	\$ 7,422,206
Equipment	53,429	71,612	61,350	69,255	69,255
Expenses	582,432	1,510,341	845,260	1,485,329	975,329
Supplies	502,133	623,450	495,152	589,150	582,150
TOTAL APPROPRIATIONS	\$ 7,383,683	\$ 9,031,330	\$ 8,373,409	\$ 9,711,712	\$ 9,048,940

DEPARTMENT:		1999-00	2000-01	2000-01	2001-02	2001-02
Supervisors, Board of		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
X Chair, Board of Supervisors		1.00	1.00	1.00	1.00	1.00
X Member, Board of Supervisors		4.00	4.00	4.00	4.00	4.00
TOTAL POSITIONS		5.00	5.00	5.00	5.00	5.00
REVENUE SUMMARY:						
Fines/Forfeitures/Miscellaneous		\$14	\$0	\$0	\$0	\$0
TOTAL REVENUES		\$14	\$0	\$0	\$0	\$0
APPROPRIATION SUMMARY:						
Personal Services		\$195,297	\$207,616	\$208,106	\$220,802	\$219,256
Expenses		4,479	11,000	9,800	9,950	9,950
Supplies		2,160	2,400	2,600	2,700	2,700
TOTAL APPROPRIATIONS		\$201,936	\$221,016	\$220,506	\$233,452	\$231,906

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Treasurer	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
X Treasurer	1.00	1.00	1.00	1.00	1.00
611-A Financial Management Supervisor	1.00	1.00	1.00	1.00	1.00
496-A Operations Manager	1.00	1.00	1.00	1.00	1.00
382-A County General Store Manager	1.00	1.00	1.00	1.00	1.00
332-A Tax Accounting Specialist	1.00	1.00	1.00	1.00	1.00
298-A Motor Vehicle Supervisor	1.00	1.00	1.00	1.00	1.00
191-C Cashier	1.00	1.00	1.00	1.00	1.00
177-A Senior Clerk	1.00	1.00	1.00	1.00	1.00
177-C Motor Vehicle Account Clerk	2.00	2.00	2.00	2.00	2.00
162-C Clerk III	1.00	1.00	1.00	1.00	1.00
141-C Clerk II	17.60	17.60	17.60	17.60	17.60
TOTAL POSITIONS	28.60	28.60	28.60	28.60	28.60

REVENUE SUMMARY:					
Penalties & Interest on Taxes	\$440,866	\$436,500	\$419,000	\$448,500	\$448,500
Charges for Services	965,866	938,870	978,775	996,275	996,275
Use of Money & Property	1,977,824	1,730,612	2,284,681	2,051,747	2,051,747
Fines/Forfeitures/Miscellaneous	22,980	2,200	1,900	1,900	1,900
TOTAL REVENUES	\$3,407,536	\$3,108,182	\$3,684,356	\$3,498,422	\$3,498,422
APPROPRIATION SUMMARY:					
Personal Services	\$1,099,896	\$1,156,111	\$1,148,457	\$1,255,286	\$1,246,323
Equipment	0	600	600	0	0
Expenses	118,725	126,522	128,292	131,149	131,149
Supplies	41,473	45,928	47,220	47,505	47,505
TOTAL APPROPRIATIONS	\$1,260,094	\$1,329,161	\$1,324,569	\$1,433,940	\$1,424,977

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Bi-State Metropolitan Planning Commission	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
Executive Director	1.00	1.00	1.00	1.00	
Program Director	2.00	2.00	2.00	2.00	
Project Manager	2.00	1.00	1.00	1.00	
Planner & Senior Planner	8.00	7.00	8.00	8.00	
Administrative Services Director	1.00	1.00	1.00	1.00	
Data Services Planner	1.00	1.00	1.00	1.00	
Graphics/Data Coordinator	-	1.00	1.00	1.00	
Finance/Human Resources	-	1.00	1.00	1.00	
Accounting Technician	-	-	1.00	1.00	
Controller	-	1.00	-	-	
Word Processor/Receptionist	3.00	3.00	3.00	3.00	
Planning Assistant	2.00	2.00	2.00	2.00	
Housing Rehab Specialist	1.00	1.00	1.00	1.00	
Graphics Specialist	2.00	2.00	2.00	2.00	
TOTAL POSITIONS	23.00	24.00	25.00	25.00	
REVENUE SUMMARY:					
Membership Fees	\$242,830	\$250,557	\$260,611	\$259,854	
Charges for Services	284,405	317,566	385,187	425,255	
Federal/State Funding	268,228	268,129	246,768	266,768	
Transportation	426,616	434,602	487,740	496,104	
SUB-TOTAL REVENUES	\$1,222,079	\$1,270,854	\$1,380,306	\$1,447,981	
Scott County Contribution	53,847	55,462	55,462	57,126	57,126
TOTAL REVENUES	\$1,275,926	\$1,326,316	\$1,435,768	\$1,505,107	
APPROPRIATION SUMMARY:					
Personal Services	\$1,089,650	\$1,145,782	\$1,206,051	\$1,271,920	
Equipment	28,638	2,500	2,500	2,500	
Expenses	149,222	143,700	184,800	187,800	
Occupancy	32,559	32,481	33,625	33,625	
TOTAL APPROPRIATIONS	\$1,300,069	\$1,324,463	\$1,426,976	\$1,495,845	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Buffalo Ambulance	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
Volunteers	25.00	25.00	30.00	30.00	
TOTAL POSITIONS	25.00	25.00	30.00	30.00	
REVENUE SUMMARY:					
Municipal Subsidy	\$17,000	\$14,000	\$14,000	\$14,000	
Service Fees	75,423	70,000	70,000	75,000	
Other	10,050	22,000	22,000	22,000	
SUB-TOTAL REVENUES	\$102,473	\$106,000	\$106,000	\$111,000	
Scott County Contribution	22,650	22,650	22,650	22,650	
Funding Reserve	10,000	10,000	10,000	10,000	32,650
TOTAL COUNTY CONTRIBUTION	\$32,650	\$32,650	\$32,650	\$32,650	\$32,650
TOTAL REVENUES	\$135,123	\$138,650	\$138,650	\$143,650	
APPROPRIATION SUMMARY:					
Personal Services	\$27,702	\$25,200	\$25,200	\$30,200	
Equipment	14,934	37,500	37,500	37,500	
Expenses	91,067	70,950	70,950	70,950	
Supplies	1,157	2,000	2,000	2,000	
Occupancy	7,627	7,500	7,500	7,500	
TOTAL APPROPRIATIONS	\$142,487	\$143,150	\$143,150	\$148,150	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Center for Alcohol/Drug Services	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
Executive Director	1.00	1.00	1.00	1.00	
Treatment Supervisor	1.00	2.00	1.00	1.00	
Finance Manager	1.00	1.00	1.00	1.00	
Business/Office Manager	1.00	1.00	1.00	1.00	
Admin Systems Manager	0.50	-	0.50	0.50	
Accounting Specialist	2.00	1.00	2.00	2.00	
Client Accts Receivable Specialist	2.70	2.70	2.70	2.70	
Administrative Assistant	1.00	1.00	1.00	1.00	
Clerical	10.00	11.40	11.00	11.00	
Maintenance	1.00	1.00	1.00	1.00	
QA/UR Program Manager	2.00	1.11	2.00	2.00	
Prevention Coordinator	1.00	1.00	1.00	1.00	
Prevention Specialist	7.00	7.00	7.00	7.00	
Counselors	41.00	36.25	45.00	47.00	
Techs/CCW	17.00	15.50	19.00	19.00	
Program Managers	6.00	5.00	6.00	6.00	
Health Care Coordinator	1.00	1.00	1.00	1.00	
RN/LPN	8.00	6.50	8.00	8.00	
TOTAL POSITIONS	104.20	95.46	111.20	113.20	
REVENUE SUMMARY:					
I.D.S.A. Treatment	\$1,178,701	\$1,296,930	\$1,623,318	\$1,623,318	
I.D.S.A. Prevention	329,276	205,832	194,775	194,775	
DHS	-	40,000	20,000	25,000	
D.A.S.A.	537,028	528,549	541,785	541,785	
Rock Island County	31,000	32,000	32,000	32,000	
United Way	102,008	98,685	102,008	102,008	
Client Fees	269,401	238,500	258,450	288,450	
Insurance Payments	700,492	759,000	674,999	684,029	
Interest	19,870	20,685	20,000	20,000	
Seventh Judicial District	88,076	95,000	95,000	95,000	
Contributions	23,522	33,500	16,950	16,950	
County Commitments	31,726	32,000	28,000	28,000	
Scott County Jail	-	-	75,000	75,000	
Local Schools	66,588	68,000	68,000	68,000	
U S Fed Probation	23,238	30,000	25,000	25,000	
Medicaid	17,210	13,000	11,000	11,000	
Contractual Fees/Payment	673,708	506,300	653,260	737,220	
Juvenile Court	68,640	70,000	72,000	72,000	
SUB-TOTAL REVENUES	\$4,160,484	\$4,067,981	\$4,511,545	\$4,639,535	
Scott County Contribution	239,909	254,390	254,390	262,090	262,390
IDPH Substance Abuse Funds	8,050	10,000	10,000	10,000	10,000
TOTAL COUNTY CONTRIBUTION	\$247,959	\$264,390	\$264,390	\$272,090	\$272,390
TOTAL REVENUES	\$4,408,443	\$4,332,371	\$4,775,935	\$4,911,625	
APPROPRIATION SUMMARY:					
Personal Services	\$3,210,480	\$3,192,881	\$3,595,046	\$3,791,119	
Equipment	84	7,200	2,000	2,498	
Expenses	702,733	669,097	713,719	651,373	
Supplies	221,491	255,756	250,751	253,970	
Occupancy	224,440	196,553	213,000	212,665	
TOTAL APPROPRIATIONS	\$4,359,228	\$4,321,487	\$4,774,516	\$4,911,625	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Center for Active Seniors, Inc.	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
President/CEO	1.00	1.00	1.00	1.00	
Vice President/Resource Development	1.00	1.00	-	-	
Budget Manager	-	-	0.50	0.50	
Development Coordinator	-	-	0.50	0.50	
Accounting Coordinator	1.00	1.00	1.00	1.00	
Administrative Coordinator	1.00	1.00	1.00	1.00	
Receptionist	1.00	1.00	1.00	1.00	
Janitor	2.50	2.50	1.74	1.74	
Social Services Coordinator	1.00	1.00	1.00	1.00	
Caseworkers	6.00	6.00	6.50	7.50	
Adult Day Center Coordinator	1.00	1.00	1.00	1.00	
Adult Day Center Assistant Coordinator	1.00	1.00	1.00	1.00	
Adult Day Center Nursing Assistant	1.00	1.00	2.00	2.00	
Adult Day Center Facilitators	2.80	2.80	2.50	2.50	
Adult Day Center Aides	0.50	0.50	0.80	0.80	
Volunteer/Chore Coordinator	1.00	1.00	1.00	1.00	
Listen-To-Me Read Coordinator	0.50	0.50	0.50	0.50	
Senior Center Director	1.00	1.00	1.00	1.00	
Senior Center Assistant	-	-	1.40	1.40	
Activity Manager	1.15	1.15	0.55	0.55	
Site Managers	0.50	0.50	0.70	0.70	
Meal Drivers	-	-	0.25	0.25	
TOTAL POSITIONS	24.95	24.95	26.94	27.94	
REVENUE SUMMARY:					
Medicaid Waiver ADC	\$58,820	\$55,373	\$60,373	\$63,500	
Pledge Revenue	36,948	25,816	25,816	35,000	
Title III B	44,511	46,420	46,420	47,000	
Title III C	43,577	9,316	9,316	9,500	
Title III D	786	900	-	-	
Elderly Care Funds	32,806	33,762	33,762	34,000	
Title V	14,208	18,000	18,000	18,000	
LTCIS	11,025	9,270	9,270	9,500	
Veterans Administration	12,943	6,695	6,695	13,000	
United Way	74,821	77,066	77,066	80,000	
Contributions	49,256	36,000	36,000	67,500	
Activities	38,302	40,000	46,000	61,000	
CDBG	70,809	85,155	85,155	91,623	
Project Income	139,093	131,244	131,244	130,050	
Other	349,288	179,536	173,567	215,990	
SUB-TOTAL REVENUES	\$977,193	\$754,553	\$758,684	\$875,663	
Scott County Contribution	178,273	190,527	190,527	194,557	194,557
IDPH Substance Abuse Funds	10,134	10,134	10,134	10,134	-
TOTAL COUNTY CONTRIBUTION	\$188,407	\$200,661	\$200,661	\$204,691	\$194,557
TOTAL REVENUES	\$1,165,600	\$955,214	\$959,345	\$1,080,354	
APPROPRIATION SUMMARY:					
Personal Services	\$624,624	\$638,203	\$644,179	\$706,936	
Equipment	717	752	752	5,000	
Expenses	219,721	262,496	260,651	311,491	
Supplies	69,727	32,211	32,211	38,666	
Occupancy	20,673	21,552	21,552	18,455	
TOTAL APPROPRIATIONS	\$935,462	\$955,214	\$959,345	\$1,080,548	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Community Health Care	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
Physician	11.95	11.95	11.95	11.95	
Physician Assistant	2.00	2.00	2.00	2.00	
Nurse Practitioner	4.80	4.80	4.80	4.80	
Nutritionist	1.00	1.00	1.00	1.00	
Health Educator/Social Worker	3.00	3.00	3.00	3.00	
X-Ray Technician	2.10	2.10	2.10	2.10	
Lab Technician	6.00	6.00	6.00	6.00	
Nursing Coordinator	2.00	2.00	2.00	2.00	
LPN/Medical Assistant	23.60	23.60	23.60	23.60	
Dentist	3.00	3.00	3.00	3.00	
Dental Hygienist	2.09	2.09	2.09	2.09	
Dental Assistants	6.40	6.40	6.40	6.40	
Dental Receptionist	1.00	1.00	1.00	1.00	
Pharmacist/Pharmacy Technician	6.50	6.50	6.50	6.50	
Information Services Coordinator	1.00	1.00	1.00	1.00	
Medical Records Clerks	3.00	3.00	3.00	3.00	
Transcriptionist	3.00	3.00	3.00	3.00	
Business Office Coordinator	1.00	1.00	1.00	1.00	
Revenue Specialist	1.00	1.00	1.00	1.00	
Lead Insurance Clerk/Insurance Clerks	5.50	5.50	5.50	5.50	
Receptionist	9.00	9.00	9.00	9.00	
Executive Director	1.00	1.00	1.00	1.00	
Director of Finance/Operations	2.00	2.00	2.00	2.00	
Administrative Assistant/Administrative Secretary	4.00	4.00	4.00	4.00	
Outreach Worker (Homeless)	1.00	1.00	1.00	1.00	
Telephone Operator/Data Entry Operator	5.50	5.50	5.50	5.50	
Medical Unit Clerk	1.00	1.00	1.00	1.00	
RN (Homeless)	1.00	1.00	1.00	1.00	
Human Resources Specialist	1.00	1.00	1.00	1.00	
Accounting Specialist	1.00	1.00	1.00	1.00	
Medical Clinic Manager	1.00	1.00	1.00	1.00	
Health Specialist	1.00	1.00	1.00	1.00	
Homeless Program Clerk	1.00	1.00	1.00	1.00	
Development Specialist/Development Assistant	2.00	2.00	2.00	2.00	
Accountant	1.00	1.00	1.00	1.00	
TOTAL POSITIONS	122.44	122.44	122.44	122.44	
REVENUE SUMMARY:					
Iowa State Dept Health/Child Health	\$129,778	\$150,000	\$150,000	\$151,000	
HHS-UHI	1,826,463	1,564,105	1,564,105	1,568,000	
Patient Fees	6,084,544	5,350,000	5,350,000	5,500,000	
Other	814,376	792,679	792,679	799,960	
SUB-TOTAL REVENUES	\$8,855,161	\$7,856,784	\$7,856,784	\$8,018,960	
Scott County Contribution	272,946	291,021	291,021	291,021	291,021
Senior Health Grant	11,748	11,000	-	-	-
SUB-TOTAL CONTRIBUTION	\$284,694	\$302,021	\$291,021	\$291,021	\$291,021
TOTAL REVENUES	\$9,139,855	\$8,158,805	\$8,147,805	\$8,309,981	
APPROPRIATION SUMMARY:					
Personal Services	\$5,591,556	\$5,107,014	\$5,107,014	\$5,253,951	
Expenses	2,210,265	1,489,000	1,489,000	1,506,130	
Supplies	1,104,174	1,132,852	1,132,852	1,142,150	
Occupancy	312,735	369,050	369,050	370,500	
TOTAL APPROPRIATIONS	\$9,218,730	\$8,097,916	\$8,097,916	\$8,272,731	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Durant Ambulance	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
Volunteers	30.00	30.00	30.00	30.00	
TOTAL POSITIONS	30.00	30.00	30.00	30.00	
REVENUE SUMMARY:					
Political Subdivision Contracts	\$21,475	\$22,800	\$22,800	\$22,800	
Services	78,239	74,000	74,000	91,000	
Contributions	8,265	8,000	8,000	8,500	
Other	1,634	3,900	3,900	4,100	
SUB-TOTAL REVENUES	\$109,613	\$108,700	\$108,700	\$126,400	
Scott County Contribution	10,300	10,300	10,300	20,000	20,000
TOTAL REVENUES	\$119,913	\$119,000	\$119,000	\$146,400	
APPROPRIATION SUMMARY:					
Equipment	\$0	\$21,000	\$21,000	\$69,000	
Expenses	79,492	95,310	95,310	105,200	
Supplies	7,376	11,500	11,500	10,500	
Occupancy	4,409	6,500	6,500	6,500	
TOTAL APPROPRIATIONS	\$91,277	\$134,310	\$134,310	\$191,200	

DEPARTMENT:		1999-00	2000-01	2000-01	2001-02	2001-02
Emergency Management Agency		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
Director		1.00	1.00	1.00	1.00	
TOTAL POSITIONS		1.00	1.00	1.00	1.00	
REVENUE SUMMARY:						
Intergovernmental		\$20,756	\$25,849	\$28,100	\$49,660	
Miscellaneous		44,730	50,100	47,100	23,743	
SUB-TOTAL REVENUES		\$65,486	\$75,949	\$75,200	\$73,403	
Scott County Contribution		25,357	25,357	25,357	25,357	25,357
TOTAL REVENUES		\$90,843	\$101,306	\$100,557	\$98,760	
APPROPRIATION SUMMARY:						
Personal Services		\$54,571	\$54,900	\$57,810	\$60,932	
Equipment		18,397	11,500	11,000	11,300	
Capital Improvements		284	4,500	-	1,000	
Expenses		18,912	24,300	16,200	21,325	
Supplies		3,160	6,100	4,950	4,100	
TOTAL APPROPRIATIONS		\$95,324	\$101,300	\$89,960	\$98,657	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Genesis Visiting Nurse Association	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
Director Nursing/Patient Services	1.00	1.00	0.99	0.99	
Nursing Coordinator	7.49	10.07	10.60	10.60	
Nursing Supervisor	4.88	5.14	6.42	6.42	
Staff Nurse (RN)	63.40	69.93	61.96	61.96	
Support Services Coordinator	0.99	1.00	1.00	1.00	
Homemaker Supervisors	1.64	1.64	1.63	1.63	
Home Health Aides	25.96	28.58	20.16	20.16	
Family Life Specialist	1.84	1.98	1.86	1.86	
Homemakers	13.19	14.28	13.41	13.41	
Executive Director	1.00	1.00	0.99	0.99	
Controller	1.00	1.00	0.99	0.99	
Switchboard Operator	2.00	2.01	2.01	2.01	
Secretarial	4.18	6.05	5.09	5.09	
Clerical	24.32	23.36	23.84	23.84	
TOTAL POSITIONS	152.89	167.04	150.95	150.95	
REVENUE SUMMARY:					
Contributions	\$80,002	\$8,000	\$8,000	\$8,000	
Other Government Fees	6,963,559	8,141,753	7,728,944	8,200,256	
Program Service Fees	883,945	1,107,708	1,103,778	1,072,352	
United Way	137,700	142,451	142,472	146,746	
Miscellaneous	4,691	414	8,207	8,207	
SUB-TOTAL REVENUES	\$8,069,897	\$9,400,326	\$8,991,401	\$9,435,561	
Scott County Contribution	127,616	125,000	125,000	125,000	125,000
State Health Pass Through Funds	461,941	456,713	492,321	467,995	467,995
TOTAL COUNTY CONTRIBUTION	\$589,557	\$581,713	\$617,321	\$592,995	\$592,995
TOTAL REVENUES	\$8,659,454	\$9,982,039	\$9,608,722	\$10,028,556	
APPROPRIATION SUMMARY:					
Personal Services	\$5,800,496	\$6,470,509	\$6,245,239	\$6,626,774	
Equipment	23,776	23,693	40,259	40,259	
Expenses	2,718,406	3,281,763	2,628,026	2,704,339	
Supplies	420,197	499,844	481,512	481,512	
Occupancy	267,765	282,937	297,659	297,659	
TOTAL APPROPRIATIONS	\$9,230,640	\$10,558,746	\$9,692,695	\$10,150,543	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Handicapped Development Center	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
President	1.00	1.00	1.00	1.00	
Senior Vice-President	1.00	1.00	1.00	1.00	
Administrative Assistant	1.00	1.00	1.00	1.00	
Receptionist/Clerk Typist	3.00	3.00	3.00	3.00	
Office Transcriptionist	2.97	2.97	2.97	2.97	
Records Clerk	1.00	1.00	1.00	1.00	
Accountant	1.00	1.00	1.00	1.00	
Accounting Technician	5.00	5.00	5.00	5.00	
Developmental Services Program Director	1.00	1.00	1.00	1.00	
Case Manager	2.00	2.00	2.00	2.00	
Instructor	27.00	27.00	27.00	27.00	
Aide	1.90	1.90	1.90	1.90	
Vocational Services Program Director	1.00	1.00	1.00	1.00	
Work Adjustment Case Manager	1.00	1.00	1.00	1.00	
Evaluator/Ext Employment Case Manager	1.00	1.00	1.00	1.00	
Placement/Ext Employment Case Manager	1.00	1.00	3.48	3.48	
Sales Manager	1.00	1.00	1.00	1.00	
Production Manager	1.00	1.00	1.00	1.00	
Vocational Skills Supervisor	2.00	2.00	2.00	2.00	
Extended Employment Supervisor	5.00	5.00	5.00	5.00	
Work Adjustment Supervisor	4.00	4.00	4.00	4.00	
Evaluation Supervisor	1.00	1.00	1.00	1.00	
Vocational Services Supervisor	2.00	2.00	2.00	2.00	
Driver/Warehouseman	1.00	1.00	1.00	1.00	
Residential Services Program Director	1.00	1.00	1.00	1.00	
Residential Case Manager	5.00	5.00	5.00	5.00	
Residential Counselor	1.00	1.00	1.00	1.00	
Resident Counselor	33.00	36.00	36.00	36.00	
Support Staff	52.00	67.00	67.00	67.00	
Maintenance	4.50	4.50	4.50	4.50	
Janitor	2.50	2.50	2.50	2.50	
Environmental Service Supervisor	1.00	1.00	1.00	1.00	
Vice-President of ICF/MR Services	1.00	1.00	1.00	1.00	
Health Services Supervisor	1.00	1.00	1.00	1.00	
Program Supervisor	4.00	4.00	4.00	4.00	
Social Worker	1.00	1.00	1.00	1.00	
Nurse RN	1.00	1.00	1.00	1.00	
Nurse LPN	7.50	7.50	7.50	7.50	
Shift Supervisor	9.00	9.00	9.00	9.00	
Trainer	1.00	1.00	1.00	1.00	
Direct Service Staff	85.00	85.00	85.00	85.00	
Dietary Supervisor	1.00	1.00	1.00	1.00	
Cook/Dietary Aide	9.00	9.00	9.00	9.00	
Psychologist	1.00	1.00	1.00	1.00	
Recreation Therapist Supervisor	1.00	1.00	1.00	1.00	
Recreation Specialist	5.00	5.00	5.00	5.00	
Therapy Assistant (PT/OT/Speech)	6.00	6.00	6.00	6.00	
Secretary	1.00	1.00	1.00	1.00	
Receptionist	2.50	2.50	2.50	2.50	
Housekeeper Supervisor/Housekeeper	9.00	9.00	9.00	9.00	
Laundry	3.25	3.25	6.25	6.25	
Program Director	1.00	1.00	1.00	1.00	
Human Resources Supervisor	0.83	0.83	0.83	0.83	
Employment Specialist	1.00	1.00	1.00	1.00	
Job Coach	11.00	12.00	12.00	12.00	
Medication Aide	3.00	3.00	3.00	3.00	
Independent Living Casemanager	1.00	1.00	1.00	1.00	
Extended Employment Casemanager	1.00	1.00	1.00	1.00	
CBA Casemanager	1.00	1.00	1.00	1.00	
TOTAL POSITIONS	337.95	356.95	362.43	362.43	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Handicapped Development Center (con't)	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
REVENUE SUMMARY:					
United Way	\$111,309	\$88,898	\$119,280	\$119,280	
Subcontract Sales	238,515	333,000	293,000	333,500	
Iowa Purchase of Service	58,687	21,000	21,400	21,400	
Client Receipts	299,575	277,200	285,000	288,000	
DVRS	33,385	34,000	34,000	34,000	
Other	121,874	110,700	134,100	134,600	
Title XIX Revenue	5,007,270	5,442,800	5,135,243	5,289,300	
HUD	16,923	16,000	2,800	7,008	
HCBS (T19)	1,375,275	1,732,383	1,659,708	1,826,445	
State of Iowa-HCBS Match	115,005	120,000	125,000	130,000	
DVRS Grants (2)	5,317	-	-	-	
SUB-TOTAL REVENUES	\$7,383,135	\$8,175,981	\$7,809,531	\$8,183,533	
Scott County Contribution	1,256,546	1,366,032	1,366,032	1,613,983	1,421,273
County County - Supported Employment	68,753	45,000	92,682	118,258	89,050
Title XIX Matching Funds	573,688	897,431	869,749	942,675	942,675
DVRS-SES 100% Grant	21,405	5,500	64,000	64,000	64,000
Reserve Funding	-	-	-	-	150,000
TOTAL COUNTY CONTRIBUTION	\$1,920,392	\$2,313,963	\$2,392,463	\$2,738,916	\$2,666,998
TOTAL REVENUES	\$9,303,527	\$10,489,944	\$10,201,994	\$10,922,449	
APPROPRIATION SUMMARY:					
Personal Services	\$8,358,174	\$8,928,671	\$9,223,901	\$9,631,894	
Equipment	50,563	71,290	66,969	68,069	
Expenses	645,147	744,352	707,474	733,224	
Supplies	340,438	348,180	353,860	358,480	
Occupancy	409,875	435,808	413,886	415,047	
TOTAL APPROPRIATIONS	\$9,804,197	\$10,528,301	\$10,766,090	\$11,206,714	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Humane Society	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
Manager	1.00	1.00	1.00	1.00	
Animal Control	5.00	5.00	5.00	5.00	
Animal Control Officer (Part-Time)	2.00	2.00	2.00	2.00	
#1 Kennel Person Stray	1.00	1.00	1.00	1.00	
#2 Kennel Person Stray	1.00	1.00	1.00	1.00	
#3 Kennel Person Adoption	1.00	1.00	1.00	1.00	
#4 Kennel Person Stray (Part-Time)	2.00	2.00	2.00	2.00	
#5 Health Technician	1.00	1.00	1.00	1.00	
Kennel Attendant (Part-Time)	2.00	2.00	3.00	3.00	
Receptionist	1.00	1.00	1.00	1.00	
Building Maintenance	0.25	0.25	0.25	0.25	
Kennel Person	1.00	1.00	1.00	1.00	
TOTAL POSITIONS	18.25	18.25	19.25	19.25	
REVENUE SUMMARY:					
City Subsidies	\$187,632	\$187,973	\$195,045	\$204,216	
Other	187,813	201,862	207,671	205,763	
Transfer from Society Fund	115,900	83,600	90,000	92,700	
SUB-TOTAL REVENUES	\$491,345	\$473,435	\$492,716	\$502,679	
Scott County Contribution	25,297	25,803	25,803	26,319	26,319
TOTAL REVENUES	\$516,642	\$499,238	\$518,519	\$528,998	
APPROPRIATION SUMMARY:					
Personal Services	\$382,192	\$365,439	\$368,548	\$387,094	
Expenses	61,806	57,170	56,929	58,986	
Supplies	20,938	15,000	15,000	20,000	
Occupancy	11,573	13,361	13,991	14,456	
TOTAL APPROPRIATIONS	\$476,509	\$450,970	\$454,468	\$480,536	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
LeClaire Ambulance	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
Volunteers	20.00	20.00	20.00	20.00	
TOTAL POSITIONS	20.00	20.00	20.00	20.00	
REVENUE SUMMARY:					
Gifts and Donations	\$32,927	\$3,000	\$3,000	\$1,000	
Riverdale Subsidy	2,250	2,250	2,250	2,250	
Princeton Subsidy	1,500	1,500	1,500	1,500	
Interest Income	492	450	450	300	
Ambulance Fees	97,097	85,000	137,475	137,500	
Other Income	3	-	-	-	
SUB-TOTAL REVENUES	\$134,269	\$92,200	\$144,675	\$142,550	
Scott County Contribution	22,044	22,044	22,044	37,044	-
Funding Reserve	10,000	10,000	10,000	10,000	32,044
TOTAL COUNTY CONTRIBUTION	\$32,044	\$32,044	\$32,044	\$47,044	\$32,044
TOTAL REVENUES	\$166,313	\$124,244	\$176,719	\$189,594	
APPROPRIATION SUMMARY:					
Personal Services	\$47,825	\$43,240	\$93,610	\$19,291	
Equipment	-	4,500	4,500	4,000	
Expenses	101,342	78,400	78,600	83,400	
Supplies	5,504	2,500	2,500	2,500	
Occupancy	8,183	7,000	7,000	8,500	
TOTAL APPROPRIATIONS	\$162,854	\$135,640	\$186,210	\$117,691	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY					ADMIN
PROGRAM: Library Resources & Services (67A)					REC
AUTHORIZED POSITIONS:					
Library Director	1.00	1.00	1.00	1.00	
Administrative Secretary	1.00	1.00	1.00	1.00	
Reference Librarian	1.00	1.00	1.00	1.00	
Children's Librarian	1.00	1.00	1.00	1.00	
Bookmobile Librarian	1.00	1.00	1.00	1.00	
Technical Processing Clerk	1.00	1.00	1.00	1.00	
Circulation Librarian	1.00	1.00	1.00	1.00	
Reserve Librarian	1.00	1.00	1.00	1.00	
Processing Clerk	1.25	1.25	1.25	1.25	
Library Page	1.00	1.00	1.00	1.00	
Bookmobile Driver	1.00	1.00	1.00	1.00	
Station Attendants	3.94	3.94	3.94	3.94	
Data Entry Clerk	1.10	1.10	1.10	1.10	
TOTAL POSITIONS	16.29	16.29	16.29	16.29	
REVENUE SUMMARY:					
Intergovernmental	\$351,654	\$342,808	\$342,808	\$376,327	
Fees and Charges	13,947	12,000	12,000	12,000	
SUB-TOTAL REVENUES	\$365,601	\$354,808	\$354,808	\$388,327	
Scott County Contribution	322,925	329,258	329,258	352,100	352,100
TOTAL REVENUES	\$688,526	\$684,066	\$684,066	\$740,427	
APPROPRIATION SUMMARY:					
Personal Services	\$403,087	\$427,618	\$427,618	\$450,965	
Equipment	121,471	108,300	108,300	107,100	
Expenses	102,428	111,812	111,812	133,861	
Supplies	25,005	23,000	23,000	24,500	
Payment of Principal	8,752	9,336	9,336	5,000	
TOTAL APPROPRIATIONS	\$660,743	\$680,066	\$680,066	\$721,426	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Medic	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
Director	1.00	1.00	1.00	1.00	
Supvisr Paramedic, EMT	60.00	60.00	60.00	60.00	
Medical Director	0.15	0.15	0.15	0.15	
Secretary/Bookkeeper	1.00	1.00	1.00	1.00	
Manager	3.00	3.00	3.00	3.00	
System Status Controller	12.00	12.00	11.00	11.00	
Support Staff	2.00	2.00	2.00	2.00	
Wheelchair/Shuttle Operator	12.00	12.00	10.00	8.00	
TOTAL POSITIONS	91.15	91.15	88.15	86.15	
REVENUE SUMMARY:					
Net Patient Revenue	\$3,019,583	\$3,256,230	\$3,466,380	\$2,820,000	
Other Support	1,053,983	1,133,000	1,003,300	1,000,000	
Genesis Medical Center	-	-	-	175,000	
Davenport Medical Center	-	-	-	175,000	
SUB-TOTAL REVENUE	\$4,073,566	\$4,389,230	\$4,469,680	\$4,170,000	
Scott County Contribution	-	-	-	175,000	100,000
TOTAL REVENUES	\$4,073,566	\$4,389,230	\$4,469,680	\$4,345,000	
APPROPRIATION SUMMARY:					
Personal Services	\$2,757,066	\$2,941,000	\$2,978,100	\$3,103,650	
Equipment	18,614	15,000	15,000	15,000	
Expenses	1,051,214	1,080,000	1,076,000	1,103,500	
Supplies	119,269	120,000	111,000	115,000	
Occupancy	110,880	105,000	105,000	110,000	
TOTAL APPROPRIATIONS	\$4,057,043	\$4,261,000	\$4,285,100	\$4,447,150	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Mississippi Valley Fairgrounds	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
Manager	1.00	1.00	1.00	1.00	
Office Manager	1.00	1.00	1.00	1.00	
Property Manager	1.00	1.00	1.00	1.00	
Grounds Crew	2.00	2.00	2.00	2.00	
Housekeeping	1.00	1.00	1.00	1.00	
Fair Office	1.00	1.00	1.00	1.00	
TOTAL POSITIONS	7.00	7.00	7.00	7.00	
REVENUE SUMMARY:					
Fair Revenues	\$1,190,596	\$1,101,500	\$1,101,500	\$1,101,500	
Grounds Revenues	737,666	594,000	639,000	639,000	
State Contribution	10,213	10,000	10,000	10,000	
SUB-TOTAL REVENUES	\$1,938,475	\$1,705,500	\$1,750,500	\$1,750,500	
Scott County Contribution	25,000	25,000	25,000	25,000	25,000
TOTAL REVENUES	\$1,963,475	\$1,730,500	\$1,775,500	\$1,775,500	
APPROPRIATION SUMMARY:					
Personal Services	\$418,620	\$473,000	\$473,000	\$473,000	
Fair Expenses	686,941	708,800	708,800	708,800	
Grounds Expenses	14,901	28,000	28,000	28,000	
Overhead Expenses	327,866	367,500	367,500	367,500	
TOTAL APPROPRIATIONS	\$1,448,328	\$1,577,300	\$1,577,300	\$1,577,300	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Quad-Cities Convention & Visitors Bureau	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
President/CEO	1.00	1.00	1.00	1.00	
Vice President Finance & Administration	1.00	1.00	1.00	1.00	
Vice President Marketing & Communications	1.00	1.00	1.00	1.00	
Vice President of Sales	1.00	1.00	1.00	1.00	
Sports Marketing Manager	1.00	1.00	1.00	1.00	
Tourism Sales Manager	1.00	1.00	1.00	1.00	
Vice President Visitor Services	1.00	1.00	1.00	1.00	
Marketing & Communications Manager	1.00	1.00	1.00	1.00	
Marketing & Communications Assistant	-	-	0.50	0.50	
Administrative Assistant	1.00	1.00	1.00	1.00	
Convention Sales Manager	2.00	2.00	2.00	2.00	
Accounting Clerk	0.50	1.00	1.00	1.00	
Sales Coordinator	1.00	1.00	1.00	1.00	
Convention & Visitor Serv Manager	1.00	1.00	1.00	1.00	
TOTAL POSITIONS	13.50	14.00	14.50	14.50	
REVENUE SUMMARY:					
Davenport	\$363,742	\$381,000	\$352,100	\$380,000	
Bettendorf	172,846	187,000	187,000	200,000	
Moline	136,500	145,000	157,500	170,000	
Rock Island	30,000	30,000	30,000	30,000	
East Moline	3,000	3,000	3,000	3,000	
Rock Island County	10,500	10,500	10,500	10,500	
Silvis	1,000	1,100	1,000	1,000	
State of Illinois/LTCB	164,149	160,000	169,800	170,000	
Illinois Matching Grant	12,963	2,500	2,500	2,500	
Other Grants	-	2,500	2,500	2,500	
Interest	8,922	7,400	10,000	10,500	
Misc. Income	49,292	61,800	61,800	65,000	
Miss: Valley Welcome Center	129,616	165,500	165,500	170,000	
Memberships	59,790	57,800	57,800	60,000	
Publications Income	6,650	15,800	8,000	8,000	
Joint Projects Income	37,928	37,300	37,300	40,000	
Friends of QC Grant	30,000	45,000	45,000	40,000	
SUB-TOTAL REVENUES	\$1,216,898	\$1,313,200	\$1,301,300	\$1,363,000	
Scott County Contribution	63,000	65,000	65,000	67,000	67,000
TOTAL REVENUES	\$1,279,898	\$1,378,200	\$1,366,300	\$1,430,000	
APPROPRIATION SUMMARY:					
Personal Services	\$512,550	\$541,395	\$545,125	\$571,960	
Equipment	29,340	37,810	37,810	37,000	
Expenses	638,704	723,765	711,860	750,155	
Supplies	15,966	13,500	13,500	15,000	
Occupancy	24,924	41,730	32,330	32,400	
TOTAL APPROPRIATIONS	\$1,221,484	\$1,358,200	\$1,340,625	\$1,406,515	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Quad-City Development Group	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
President	1.00	1.00	1.00	1.00	
Vice-President	1.00	1.00	1.00	1.00	
Project Manager	3.00	3.00	3.00	3.00	
Administrative Secretary	1.00	1.00	1.00	1.00	
Computer Specialist	1.00	1.00	1.00	1.00	
Receptionist/Secretary	0.50	0.50	0.50	0.50	
Member Relations Representative	1.00	1.00	1.00	1.00	
TOTAL POSITIONS	8.50	8.50	8.50	8.50	
REVENUE SUMMARY:					
Private Sector Members	\$363,489	\$390,000	\$383,700	\$400,000	
Public Sector Members	339,620	343,297	316,300	351,000	
Other	449,622	126,000	121,200	132,000	
SUB-TOTAL REVENUES	\$1,152,731	\$859,297	\$821,200	\$883,000	
Scott County Contribution	32,445	33,743	33,743	35,092	35,092
TOTAL REVENUES	\$1,185,176	\$893,040	\$854,943	\$918,092	
APPROPRIATION SUMMARY:					
Personal Services	\$525,430	\$514,450	\$490,800	\$535,100	
Equipment	9,948	11,000	10,000	11,000	
Expenses	252,026	361,300	394,953	366,200	
Supplies	6,113	8,000	8,000	8,000	
Occupancy	67,932	69,300	73,000	78,000	
TOTAL APPROPRIATIONS	\$861,449	\$964,050	\$976,753	\$998,300	

DEPARTMENT:		1999-00	2000-01	2000-01	2001-02	2001-02
Scott Soil Conservation District		ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:						
District Conservationist		1.00	1.00	1.00	1.00	
Secretary		1.00	1.00	1.00	1.00	
Resource Conservationist		1.00	1.00	1.00	1.00	
TOTAL POSITIONS		3.00	3.00	3.00	3.00	
REVENUE SUMMARY:						
State		\$36,674	\$35,750	\$35,725	\$35,724	
Federal		29,872	12,000	12,000	-	
Land Owners		64,336	47,000	60,000	60,000	
SUB-TOTAL REVENUES		\$130,882	\$94,750	\$107,725	\$95,724	
Scott County Contribution		10,767	25,000	25,000	25,000	25,000
TOTAL REVENUES		\$141,649	\$119,750	\$132,725	\$120,724	
APPROPRIATION SUMMARY:						
Project Costs		\$141,649	\$119,750	\$132,725	\$120,725	
TOTAL APPROPRIATIONS		\$141,649	\$119,750	\$132,725	\$120,725	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Vera French Community Mental Health Center	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
MD	9.30	9.30	9.30	9.30	
PH D	3.05	3.05	3.05	3.05	
Therapist	15.90	15.90	15.90	15.90	
RN/LPN	12.60	12.60	12.60	12.60	
Administrative/Clerical	35.47	35.47	35.47	35.47	
Supervisor	5.10	5.10	5.10	5.10	
Activity Therapist	5.00	5.00	5.00	5.00	
Mental Health Workers	13.60	13.60	13.60	13.60	
Other	7.60	7.60	7.60	7.60	
Case Manager	7.57	7.57	7.57	7.57	
Case Monitor	2.06	2.06	2.06	2.06	
Community Support	14.00	14.00	14.00	14.00	
TOTAL POSITIONS	131.25	131.25	131.25	131.25	
REVENUE SUMMARY:					
Service Fees	\$2,141,207	\$2,300,448	\$2,300,448	\$2,402,558	
SSI/SSDI	311,505	270,222	270,222	300,000	
United Way	19,064	10,685	10,685	11,112	
Contributions	18,848	10,233	10,233	10,549	
Miscellaneous	241,276	243,883	243,883	241,641	
Community Service Fees	6,607	6,552	6,552	6,814	
SSA	136,896	135,851	135,851	140,000	
Title XIX	757,892	930,579	911,269	945,473	
State Payment	180,380	116,168	180,000	180,000	
SUB-TOTAL REVENUES	\$3,813,675	\$4,024,621	\$4,069,143	\$4,238,147	
Scott County Contribution	3,135,553	3,269,392	3,269,392	3,464,528	3,400,168
Title XIX Match	4,896	12,803	12,803	13,571	13,571
Title XIX Pass-Thru	437,921	540,415	540,415	562,185	562,185
Vocational Rehab Pass-Thru	14,150	6,625	6,625	6,625	6,625
Housing Corporation	-	-	-	48,000	45,000
TOTAL COUNTY CONTRIBUTION	\$3,592,520	\$3,829,235	\$3,829,235	\$4,094,909	\$4,027,549
Less: Title XIX Pass-Thru	437,921	540,415	540,415	562,185	562,185
Less: Vocational Rehab Pass-Thru	14,150	6,625	6,625	6,625	6,625
TOTAL COUNTY CONTRIBUTION (NET)	\$3,140,449	\$3,282,195	\$3,282,195	\$3,526,099	\$3,458,739
TOTAL REVENUES	\$6,954,124	\$7,306,816	\$7,351,338	\$7,764,246	
APPROPRIATION SUMMARY:					
Personal Services	\$6,211,152	\$6,494,202	\$6,494,202	\$6,832,700	
Equipment	71,562	88,520	88,520	90,490	
Expenses	281,471	291,298	291,298	353,890	
Supplies	221,396	219,347	219,347	228,783	
Occupancy	269,275	274,591	274,591	289,038	
TOTAL APPROPRIATIONS	\$7,054,856	\$7,367,958	\$7,367,958	\$7,794,901	

DEPARTMENT:	1999-00	2000-01	2000-01	2001-02	2001-02
Wheatland Ambulance	ACTUAL	BUDGET	PROJECTED	REQUESTED	ADOPTED
AUTHORIZED POSITIONS:					
Volunteers	20.00	20.00	20.00	20.00	
TOTAL POSITIONS	20.00	20.00	20.00	20.00	
REVENUE SUMMARY:					
Ambulance Revenue	\$27,326	\$30,000	\$30,000	\$30,000	
Interest and Donations	1,580	3,200	3,200	3,200	
State Education Fund	-	-	404	404	
Fund Raiser	369	500	12,000	12,000	
Miscellaneous Revenue	-	100	100	100	
Political Subdivisions	10,922	12,557	12,557	12,557	
SUB-TOTAL REVENUE	\$40,197	\$46,357	\$58,261	\$58,261	
Scott County Contribution	2,800	2,800	2,800	2,800	2,800
TOTAL REVENUE	\$42,997	\$49,157	\$61,061	\$61,061	
APPROPRIATION SUMMARY:					
Equipment	\$294	\$6,500	\$6,500	\$6,500	
Expenses	31,831	35,550	36,150	36,150	
Supplies	4,299	5,050	5,800	5,800	
Occupancy	1,436	1,400	1,400	1,400	
TOTAL APPROPRIATIONS	\$37,860	\$48,500	\$49,850	\$49,850	

FINANCIAL MANAGEMENT POLICIES

The following financial policies and relevant sections from the Code of Iowa 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. 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

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

SEC. 3-2. AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE COUNTY
ADMINISTRATOR. (CON'T)

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 official 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.

SEC. 3-2. AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE COUNTY
ADMINISTRATOR. (CON'T)

- 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 an ordinally ranked list of at least three candidates for all department head position vacancies. The final decision relative to filling department head vacancies shall be made by the Board of Supervisors based upon candidates recommended by the County Administrator. For purposes of this section department head positions include the Director of Budget and Information Processing, Director of Buildings and Grounds, Director of Community Services, Director of Personnel, Planning and Development Administrator, and County Engineer.
- 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.

SEC. 3-3. DEPARTMENT OF BUDGET AND INFORMATION PROCESSING.

- A. There shall be a Department of Budget and Information Processing responsible for coordination and monitoring of the County's budgetary process, administration of the information processing function of County government, and administration of various support services used by County offices and departments. These support services include: central purchasing and inventory control; telephone service; printing and document reproduction; inbound, outbound and inter-office mail; processing services; copy machine and typewriter maintenance; central office supply; and, administration of County car pool.

SEC. 3-4. AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE DIRECTOR OF
BUDGET AND INFORMATION PROCESSING.

- A. The Director of Budget and Information Processing serves as the principal management official in the planning, development and control of the County's budget process, working closely with the operating departments and agencies of the County in all facets of the budgetary process.
- B. The Budget and Information Processing Director shall have direct administrative authority over the employees of the Budget and Information Processing department including responsibility for administering collective bargaining agreements and County personnel policies as appropriate to the department.
- C. The Budget and Information Processing Director shall be responsible for monitoring receipts and disbursements of the approved County budget and providing timely management financial reports respecting same for the County Administrator.

SEC. 3-4. AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE DIRECTOR OF
BUDGET AND INFORMATION PROCESSING. (CON'T)

- D. The Budget and Information Processing Director shall be responsible for maintaining liaison with the operating departments and agencies of the County respecting their data and information processing needs to insure the provision of superior service.
- E. The Budget and Information Processing Director shall provide financial management guidance to the County Administrator in the development of a Capital Improvement Program for the County.
- F. The Budget and Information Processing Director shall provide risk management guidance to the County Administrator respecting the formulation, implementation and monitoring of County-wide policies as they relate to insurance, safety, claims processing and the settling of losses.
- G. The Budget and Information Processing Director shall be responsible for managing the delivery of all data processing services to external clients as approved by the Board of Supervisors as well as internal County departments and agencies.
- H. The Budget and Information Processing Director shall be responsible for the performance of special projects as assigned from time to time by the County Administrator and/or the Board of Supervisors.
- I. The Director of Budget and Information Processing shall be responsible for developing, implementing and administering a central purchasing function for all County elected offices and departments.
- J. The Director of Budget and Information Processing shall be responsible for developing, implementing and maintaining an inventory control system for all County equipment and property and providing appropriate interface with the County purchasing system.
- K. The Director of Budget and Information Processing shall be responsible for the effective delivery of all other support services specified in Section 3-3.A. to County offices and departments.

XXXIII. FINANCIAL MANAGEMENT POLICIES

GENERAL POLICY

The following financial policies have been developed to provide guidance to the County's 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's 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 estimated expenditure levels, generally for 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 local option taxes, 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 will be considered when additional revenues or offsetting reductions of expenditures are identified, 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. Current County expenditures will be funded by current revenues unless specifically approved by the Board of Supervisors.
7. The County will avoid the postponement of current expenditures to future years, accruing future years revenues, or utilization of short term debt to fund operating expenditures.
8. 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 Vehicle Replacement, Electronic Equipment and Capital Improvement Funds.
9. Minimum year-end unreserved, undesignated fund balances or fund equity will be maintained for all governmental and proprietary funds as follows:

Governmental

Fund Types

General
Secondary Road
MH-DD
Rural Services
Recording Management Fee
Debt Service
Capital Projects

Minimum Fund Balance

15% of annual operating expenses
10% of annual operating expenses
10% of annual operating expenses
\$25,000 minimum balance
No minimum required
\$25,000 minimum balance
\$500,000 minimum balance

Proprietary**Fund Types**

Health Insurance*
Self-Insurance
Golf Course**

Minimum Fund Equity

\$25,000 minimum balance
\$1,000,000 minimum balance
Escrowed Annual Debt Service Payment

- * Health Insurance Fund minimum balance requirement for existing self-insured pharmacy program. When and if this program is phased out the remaining fund balance will be transferred to General Fund.
- ** The Glynn's Creek Golf Course opened in July 1992. In the early years of operation the General Fund loaned money to the Golf Course Enterprise fund. While course annual revenues currently exceed operating expenses and bonded debt payments the General Fund loan advance will not be paid back until the original bond issue is retired in the year 2013. Annual General Fund loan advance interest payments will be made from any excess of revenues over expenditures with any remaining funds going toward future equipment replacement/capital needs. Future Fund Equity minimum requirements will be set once the loan and debt liabilities have been repaid.

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 also protect the County against catastrophic losses through the combination of insurance, self-insurance and various federal and state programs.
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 on-line monthly expense and revenue reports comparing actual revenues and expenditures to budgeted amounts.

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. During the initial stages of a particular capital improvement but no later than the public hearing for the capital improvement, revenue sources to fund the capital improvement and estimated project costs including incidental costs will be approved by the Board of Supervisors.

9. Capital Funding Requests From Outside Agencies

- Capital funding requests (greater than \$2,500) 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 1st
- Said request shall describe the project in detail and shall also 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
- Agencies are encouraged to competitively bid out contracts and should allow local vendors to bid
- Approved funding allotments will be made beginning with the next fiscal year being budgeted 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 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

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.
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.

II. CASH HANDLING PROCEDURES POLICY

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.

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 reconciliations 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 county offices and departments receiving or collecting monies for fees, taxes, fines, costs, etc., will be a part of the cash count made on June 30th of each year.

XVIII. INVESTMENT POLICY

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 Chapter 452.

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 Section 452.10(1), 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 chapter 453.
- 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.

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.

INVESTMENT MATURITY LIMITATIONS

Operating Funds must be identified and distinguished from all other funds available for investment. Operating funds are defined as those funds which are reasonably expected to be expended during a current budget year or within fifteen months of receipt.

All investments authorized in this policy are further subject to the following investment maturity limitations:

1. Operating Funds may only be invested in instruments authorized in this Investment Policy that mature within three hundred ninety-seven (397) days.
2. The Treasurer may invest funds of the County that are not identified as Operating Funds in investments with maturities longer than three hundred ninety-seven (397) days. However, all investments of the County shall have maturities that are consistent with the needs and uses of the County.

DIVERSIFICATION

Investments of the County are subject to the following diversification requirements:

Prime bankers' acceptances:

1. At the time of purchase, no more than ten percent (10%) of the investment portfolio of the County shall be invested in prime bankers' acceptances, and
2. At the time of purchase, no more than five percent (5%) of the investment portfolio of the County shall be invested in the securities of a single issuer.

Commercial paper or other short-term corporate debt:

1. At the time of purchase, no more than ten percent (10%) of the investment portfolio of the County shall be in commercial paper or other short-term corporate debt,
2. At the time of purchase, no more than five percent (5%) of the investment portfolio of the County shall be invested in the securities of a single issuer, and
3. At the time of purchase, no more than five percent (5%) of all amounts invested in commercial paper and other short-term corporate debt shall be invested in paper and debt rated in the second highest classification.

Where possible, it is the policy of the County to diversity its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from overconcentration of assets in a specific maturity, a specific issuer, or a specific class of securities. In establishing specific diversification strategies, the following general policies and constraints shall apply:

1. Portfolio maturities shall be staggered in a way that avoids undue concentration of assets in a specific maturity sector. Maturities shall be selected which provide stability of income and reasonable liquidity.
2. 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 section 452.10, shall comply with all rules adopted pursuant to Section 452.10C. 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.

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.

RESOLUTION

SCOTT COUNTY BOARD OF SUPERVISORS

July 30, 1992

APPROVING THE WRITTEN INVESTMENT POLICY AS REQUIRED BY SENATE FILE

2036

BE IT RESOLVED by the Scott County Board of Supervisors as follows:

Section 1. The written Investment Policy as required by Senate File 2036 and as presented by the

County Treasurer, Financial Management Supervisor, and the Director of Budget and Information Processing is hereby adopted.

Section 2. This resolution shall take effect immediately.

RESOLUTION

SCOTT COUNTY BOARD OF SUPERVISORS

July 30, 1992

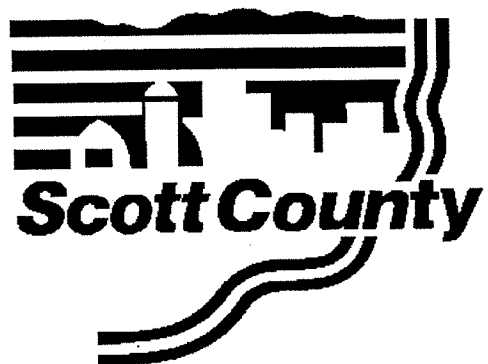
AUTHORIZING THE FINANCIAL MANAGEMENT SUPERVISOR POSITION AND THE ACCOUNTING SPECIALIST POSITION IN THE COUNTY TREASURER'S OFFICE TO INVEST PUBLIC FUNDS UNDER THE DIRECTION OF THE COUNTY TREASURER

BE IT RESOLVED by the Scott County Board of Supervisors as follows:

Section 1. In accordance with Iowa Code Section 452.10(1) the responsibility for conducting investment transactions resides with the Treasurer of Scott County.

Section 2. The County Treasurer may allow the Financial Management Supervisor position and the Accounting Specialist position to conduct daily investment transactions under his direction and control.

Section 3. This resolution shall take effect immediately.



CHAPTER 24 CODE OF IOWA

LOCAL BUDGET LAW

24.1 Short title.

This chapter 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. "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.

2. 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.

3. 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.

4. 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.

5. 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.

6. The words "state board" shall mean the state appeal board as created by section 24.26.

24.3 Requirements of local budget.

No municipality shall certify or levy in any fiscal year any tax on property subject to taxation unless and until the following estimates have been made, filed, and considered, as hereinafter provided:

1. The amount of income thereof for the several funds from sources other than taxation.

2. The amount proposed to be raised by taxation.

3. The amount proposed to be expended in each and every fund and for each and every general purpose during the fiscal year next ensuing, which in the case of municipalities shall be the period of twelve months beginning on the first day of July of the current calendar year.

4. A comparison of such amounts so proposed to be expended with the amounts expended for like purposes for the two preceding years.

24.4 Time of filing estimates.

All such estimates and any other estimates required by law shall be made and filed a sufficient length of time in advance of any regular or special meeting of the certifying board or levying board, as the case may be, at which tax levies are authorized to be made to permit publication, discussion, and consideration thereof and action thereon as hereinafter provided.

24.5 Estimates itemized.

The estimates herein required shall be fully itemized and classified so as to show each particular class of proposed expenditure, showing under separate heads the amount required in such manner and form as shall be prescribed by the state board.

24.6 Emergency fund - levy.

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, provided that an emergency tax levy shall not be made until the municipality has first petitioned the state board and received its approval. 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, provided that 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.

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.

Each municipality shall file with the secretary or clerk thereof the estimates required to be made in sections 24.3 to 24.8, at least twenty days before the date fixed by law for certifying the same to the levying board and shall forthwith fix a date for a hearing thereon, and shall publish such estimates and any annual levies previously authorized as provided in section 76.2, with a notice of the time when and the place where such hearing shall be held at least ten 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.

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 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 within adequate time for hearing and decision before June 30 is void. Amendments to budget estimates accepted to 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 hereinbefore required of certifying boards.

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 thereafter a greater expenditure of public

money shall not be made for any specific purpose than the amount estimated and appropriated for that purpose, except as provided in sections 24.6 and 24.15. All budgets set up in accordance with the statutes shall take such funds, and allocations made by sections 123.53, 324.79 and 405.1, into account, and all such funds, regardless of their source, shall be considered in preparing the budget, all as is provided in this chapter.

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 of the county auditor not later than March 15 of each year unless a city or county holds a special levy election, in which case certification shall not be later than fourteen days following the special levy election, on blanks prescribed by the state board, and according to the rules and instruction which shall be furnished all certifying and levying boards in printed form by the state board or city finance committee in the case of cities.

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.

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 the municipalities thus determined and certified in the manner provided in the preceding sections, except such as are authorized by a vote of the people, shall stand as the tax rates and levies of said municipality for the

ensuing fiscal year for the purposes set out in the budget.

24.21 Transfer of inactive funds.

Subject to the provisions of any law relating to municipalities, when the necessity for maintaining any fund of the municipality has ceased to exist, and a balance remains in said fund, the certifying board or levying board, as the case may be, shall so declare by resolution, and upon such declaration, such balance shall forthwith be transferred to the fund or funds of the municipality designated by such board, unless other provisions have been made in creating such fund in which such balance remains.

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 23, 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 Estimates submitted by departments. Repealed by 83 Acts, ch 123, 206, 209. See 331.433.

24.26 State appeal board.

The state appeal board in the department of management consists of the following:

1. The director of the department of management.
2. The auditor of state.
3. The treasurer of state.

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. The state board may appoint one or more competent and specially qualified persons as deputies, to appear and act for it at initial hearings. The annual meeting of the state board shall be held on the second Tuesday of January in each year. 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. 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 24, 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, all appeal time limits shall be extended to correspond to allowances for a timely filing. Upon the filing of a protest, the county auditor shall immediately prepare a true and complete copy of the written protest, together with the budget, proposed tax levy or expenditure to which objections are made, and shall transmit them forthwith to the state board, and shall also send a copy of the protest to the certifying board or to the levying board, as the case may be.

24.28 Hearing on protest.

The state board, within a reasonable time, shall fix a date for an initial hearing on the protest and may designate a deputy to hold the hearing, which shall be held in the county or in one of the counties in which the municipality is located. Notice of the time and place of the hearing shall be given by certified mail to the appropriate officials of the local government and to the first ten property owners whose names appear upon the protest, at least five days before the date fixed for the hearing. At all hearings, the burden shall be upon the objectors with reference to any proposed item in the budget which was included in the budget of the previous year and which the objectors propose should be reduced or excluded; but the burden shall be upon the certifying board or the levying board, as the case may be, to show that any new item in the budget, or any increase in any item in the budget, is necessary, reasonable, and in the interest of the public welfare.

24.29 Appeal.

The state board may conduct the hearing or may appoint a deputy. A deputy designated to hear an appeal shall attend in person and conduct the hearing in accordance with section 24.28, and shall promptly report the proceedings at the hearing, which report shall become a part of the permanent record of the state board.

24.30 Review by and powers of board.

It shall be the duty of the state board to review and finally pass upon all proposed budget expenditures, tax levies and tax assessments from which appeal is taken and it shall have power and authority to approve, disapprove, or reduce all such proposed budgets, expenditures, and tax levies so submitted to it upon appeal, as herein provided; but in no event may it increase such budget, expenditure, tax levies or assessments or any item contained herein. Said state board shall have authority to adopt rules not inconsistent with the provisions of this chapter, to employ necessary assistants, authorize such expenditures, require such reports, make such investigations, and take such other action as it deems necessary to promptly hear and determine all such appeals; provided, however, that all persons so employed shall be selected

from persons then regularly employed in some one of the offices of the members of said state board.

24.31 Rules of procedure - record.

The manner in which objections shall be presented, and the conduct of hearings and appeals, shall be simple and informal and in accordance with the rules prescribed by the state board for promptly determining the merits of all objections so filed, whether or not such rules conform to technical rules of procedure. Such record shall be kept of all proceedings, as the rules of the state board shall require.

24.32 Decision certified.

After a hearing upon the appeal, the state board shall certify its decision to the county auditor and to the parties to the appeal as provided by rule, and the decision shall be final. The county auditor shall make up the records in accordance with the decision and the levying board shall make its levy in accordance with the decision. Upon receipt of the decision, the certifying board shall correct its records accordingly, if necessary. Final disposition of all appeals shall be made by the state board on or before April 30 of each year.

24.33 Repealed by 67GA, ch 44, 1.

24.34 Unliquidated obligations.

A city, county, or other political subdivision may establish an encumbrance system for any obligation not liquidated at the close of the fiscal year in which the obligation has been encumbered. The encumbered obligations may be retained upon the books of the city, county, or other political subdivision until liquidated, all in accordance with generally accepted governmental accounting practices.

24.35 Definitions. Repealed by 85 Acts, ch 67, 63.

24.36 City levy limitation. Repealed by 85 Acts, ch 67, 63.

24.37 and 24.38 Repealed by 81 Acts, ch 117, 1097.

24.39 through 24.47 Repealed by 84 Acts, ch 1067, 51.

24.48 Appeal to state board for suspension of limitations.

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:

1. Any unusual increase in population as determined by the preceding certified federal census.
2. Natural disasters or other emergencies.
3. Unusual problems relating to major new functions required by state law.
4. Unusual staffing problems.
5. Unusual need for additional funds to permit continuance

of a program which provides substantial benefit to its residents.

6. 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.

The state appeal board may approve or modify the request of the political subdivision for suspension of the statutory property tax levy limitations.

Upon decisions of the state appeal board, the state comptroller 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.

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.

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 that statutory property tax levy limitation prior to thirty-five days before March 15.

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.

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.

**CHAPTER 331
CODE OF IOWA**

PART 2

COUNTY LEVIES, FUNDS, BUDGETS, AND EXPENDITURES

331.421 Definitions.

As used in this part, unless the context otherwise requires:

1. "General county services" means the services which are primarily intended to benefit all residents of the county, including secondary road services, but excluding services financed by other statutory funds.
2. "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.
3. "Secondary road services" means the services related to secondary road construction and maintenance, excluding debt service and services financed by other statutory funds.
4. "Debt service" means expenditures for servicing the county's debt.
5. "Basic levy" means a levy authorized and limited by section 331.423 for general county services and rural county services.
6. "Supplemental levy" means a levy authorized and limited by section 331.424 for general county services and rural county services.
7. "Debt service levy" means a levy authorized and limited by section 331.422, subsection 3.
8. "Fiscal year" means the period of twelve months beginning July 1 and ending on the following June 30.
9. "Committee" means the county finance committee established in chapter 333A.

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. For general county services, an amount sufficient to pay the charges for the following:

- a. To the extent that the county is obligated by statute to pay the charges for:

- (1) Care and treatment of patients by a state mental health institute.

- (2) Care and treatment of patients by either of the state hospital-schools or by any other facility established under chapter 222 and diagnostic evaluation under section 222.31.

- (3) Care and treatment of patients under chapter 225.

- (4) Care and treatment of persons at 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.

- (5) Care of children admitted or committed to the Iowa juvenile home at Toledo.

- (6) Clothing, transportation, medical, or other services provided persons attending the Iowa braille and sight-saving school, for severely handicapped children at Iowa City, for which the county becomes obligated to pay pursuant to sections 263.12, 269.2, and 270.4 through 270.7.

- b. To the extent that the board deems it advisable to pay, the charges for professional evaluation, treatment, training, habilitation, and care of persons who are mentally retarded, autistic persons, or persons who are afflicted by any other developmental disability, at a suitable public or private facility providing inpatient or outpatient care in the county. As used in this paragraph:

- (1) "Developmental disability" has the meaning assigned that term by 42 U.S.C. sec. 6001(7)(1976), Supp. II 1978, and Supp. III, 1979.

- (2) "Autistic persons" means persons, regardless of age, with severe communication and behavior disorders that became manifest during the early stages of childhood development and that are characterized by a severely disabling inability to understand, communicate, learn, and participate in social relationships, "Autistic persons" includes but is not limited to those persons afflicted by infantile autism, profound aphasia, and childhood psychosis.

- c. Care and treatment of persons placed in the county hospital, county care facility, a health care facility as defined in section 135C.1, subsection 4, or any other public or private facility, which placement is in lieu of admission or commitment to or is upon discharge, removal, or transfer from a state mental health institute, hospital-school, or other facility established pursuant to chapter 222.

- d. Amounts budgeted by the board for the cost of establishment and initial operation of a community mental health center in the manner and subject to the limitations provided by state law.

- e. 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 232.71.

- f. The care, admission, commitment, and transportation of mentally ill patients in state hospitals, to the extent that expenses for these services are required to be paid by the county, including

compensation for the advocate appointed under section 229.19.

g. Amounts budgeted by the board for mental health services or mental retardation services furnished to persons on either an outpatient or inpatient basis, to a school or other public agency, or to the community at large, by a community mental health center or other suitable facility located in or reasonably near the county, provided that services meet the standards of the mental health and mental retardation commission and are consistent with the annual plan for services approved by the board.

h. Reimbursement on behalf of mentally retarded persons under section 249A.12.

i. Elections, and voter registration pursuant to chapter 48.

j. Employee benefits under chapters 96, 97B, and 97C, which are associated with salaries for general county services.

k. Joint county and city building authorities established under section 346.27, as provided in subsection 22 of that section.

l. 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.

m. The maintenance and operation of the courts, including but not limited to the salary and expenses of the clerk of the district court, deputy clerks and other employees of the clerk's office, and bailiffs, establishment and operation of a public defender's office, court costs if the prosecution fails or if the costs cannot be collected from the person liable, costs and expenses of prosecution under section 189A.17, salaries and expenses of juvenile court officers under chapter 602, court-ordered costs in domestic abuse cases under section 236.5, the county's expense for confinement of prisoners under chapter 356A, temporary assistance to the county attorney, county contributions to a retirement system for bailiffs, reimbursement for judicial magistrates under section 602.6501, claims filed under section 622.93, interpreters' fees under section 622B.7, uniform citation and complaint supplies under section 805.6, and costs of prosecution under section 815.13.

n. Court-ordered costs of conciliation procedures under section 598.16.

o. Establishment and maintenance of a joint county indigent defense fund pursuant to an agreement under section 28E.19.

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 paragraphs "a" through "h". 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.

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.

331.425 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 14, that the election is to be held.

2. The election shall be held on the second 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 beginning at one o'clock on the second day which is not a holiday following the special levy election.

5. Notice to 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. 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.

a. A statement that the accompanying budget summary requires a proposed basic property tax rate exceeding the maximum rate established by the general assembly.

b. 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.

c. A statement of the major reasons for the difference between the proposed basic tax rate and the maximum basic tax rate.

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 84.21, 98.35, 101A.3, 101A.7, 110.12, 123.36, 123.143, 176A.8, 246.908, 321.105, 321.152, 321.192, 321G.7, 331.554, subsections 6, 341A.20, 364.3, 368.21, 422.65, 422.100, 422A.2, 428A.8, 430A.3, 433.15, 434.19, 441.68, 445.52, 445.57, 533.24, 556B.1, 567.10, 583.6, 906.17, and 911.3, 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. The board may make appropriations from the general fund for general county services, including but not limited to the following:

a. Expenses of a joint disaster services and emergency planning administration under section 29C.9.

b. Development, operation, and maintenance of memorial buildings or monuments under chapter 37.

c. Purchase of voting machines under chapter 52.

d. Expenses incurred by the county conservation board established under chapter 111A, 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 250.

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 or 504A, a city-owned historical project, or both.

l. Services listed in section 331.424, subsection 1 and section 331.554.

3. 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 358B.

c. Planning, operating, and maintaining sanitary disposal projects under chapter 455B.

d. Services listed under section 331.424, subsection 2.

3. Appropriations specifically authorized to be made from the rural services fund shall not be made from the general fund, but may be made from other sources.

331.429 Secondary road fund.

1. Except as otherwise provided by state law, county revenues for secondary road services shall be credited to the secondary road fund, including the following:

a. Transfers from the general fund not to exceed in any year the dollar equivalent of a tax of sixteen and seven-eighths cents per thousand dollars of assessed value on all taxable property in the county multiplied by the ratio of current taxes actually collected and apportioned 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, mobile home taxes under section 135D.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.

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, mobile home taxes under section 135D.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.

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 Construction and reconstruction of secondary roads and costs incident to the construction and reconstruction.

a. Maintenance and repair of secondary roads and costs incident to the maintenance and repair.

b. 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.

c. Special drainage assessments levied on account of benefits

to secondary roads.

d. Payment of interest and principal on bonds of the county issued for secondary roads, bridges, or culverts constructed by the county.

e. 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.

f. 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, 455.50, 455.118, 460.7, and 460.8, 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.

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.

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.

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.

It is unlawful to make permanent transfers of money between the general fund and the rural services fund. Moneys credited to the secondary road fund for the construction and maintenance of secondary roads shall not be transferred. 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, paragraph "a" and "b", are not effective until authorized by resolution of the board. 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 3, 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, 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.

Annually, the board of each county, subject to 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.

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 a 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 to 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 one or more newspapers which meet the requirements of section 618.14. 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.

4. At the hearing, a resident or taxpayer of the county may present to the board objections to or arguments in favor of any part of the budget.

5. After the hearing, the board shall adopt by resolution a budget and certificate of taxes for the next fiscal year and shall direct the auditor to properly certify and file the budget and certificate of taxes as adopted. The board shall not adopt a tax in excess of the estimate published, except a tax which is approved by a vote of the

people, and a greater tax than that adopted shall not be levied or collected. A county budget and certificate of taxes adopted for the following fiscal year becomes effective on the first day of that year.

6. The board shall appropriate, by resolution, the amounts deemed necessary for each of the different county officers and departments during the ensuing fiscal year. Increases or decreases in these appropriations do not require a budget amendment, but may be provided by resolution at a regular meeting of the board, as long as each class of proposed expenditures contained in the budget summary published under subsection 3 of this section is not increased. However, decreases in appropriations for a county officer or department of more than ten percent or five thousand dollars, whichever is greater, shall not be effective unless the board sets a time and place for a public hearing on the proposed decrease and publishes notice of the hearing not less than ten nor more than twenty days prior to the hearing in one or more newspapers which meet the requirements of section 618.14.

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 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.

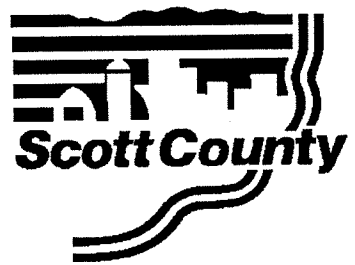
331.436 Protest.

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.

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.



**SALARY TABLES
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**SCOTT COUNTY SALARY RATE TABLE FOR FY 2001-2002
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	98,325 47.272	N/A	N/A
* This is a contract position appointed by the Board of Supervisors				
County Engineer	864	63,373 30.468	74,556 35.844	85,739 41.221
Director, Budget & Information Processing	805	59,943 28.819	70,521 33.904	81,099 38.990
Health Director	805	59,943 28.819	70,521 33.904	81,099 38.990
Conservation Director	775	58,196 27.979	68,466 32.916	78,736 37.854
Community Services Director	725	55,303 26.588	65,062 31.280	74,821 35.972
Assistant Engineer	634	50,006 24.041	58,830 28.284	67,655 32.526
Assistant County Administrator	634	50,006 24.041	58,830 28.284	67,655 32.526
Information Processing Manager	634	50,006 24.041	58,830 28.284	67,655 32.526
Accounting Supervisor	611	48,674 23.401	57,264 27.531	65,854 31.661
Financial Management Supervisor	611	48,674 23.401	57,264 27.531	65,854 31.661
Buildings & Grounds Director	608	48,498 23.316	57,057 27.431	65,616 31.546
Planning & Development Director	608	48,498 23.316	57,057 27.431	65,616 31.546
Deputy Health Director	571	46,344 22.281	54,522 26.213	62,700 30.144
Juvenile Detention Center Director	571	46,344 22.281	54,522 26.213	62,700 30.144
Attorney II	N/A	43,476 20.902	51,148 24.590	58,820 28.279
Sheriff's Captain	519	43,319 20.826	50,963 24.501	58,607 28.176
Office Administrator - County Attorney	511	42,854 20.603	50,416 24.238	57,978 27.874
Senior Programmer Analyst	511	42,854 20.603	50,416 24.238	57,978 27.874

SCOTT COUNTY SALARY RATE TABLE FOR FY 2001-2002
GROUP: A NON-REPRESENTED

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Operations Manager - Recorder	496	41,982 20.184	49,391 23.746	56,800 27.308
Operations Manager - Treasurer	496	41,982 20.184	49,391 23.746	56,800 27.308
Sheriff's Lieutenant	464	40,125 19.291	47,206 22.695	54,287 26.100
Golf Course Superintendent	462	40,002 19.232	47,061 22.625	54,120 26.019
Golf Course Pro/Manager	462	46,088 22.158	N/A	N/A
Webmaster	455	39,605 19.041	46,594 22.401	53,583 25.761
Corrections Captain	449	39,256 18.873	46,183 22.203	53,110 25.534
Programmer/Analyst II	445	39,018 18.759	45,904 22.069	52,790 25.380
Operations Manager - Conservation	445	39,018 18.759	45,904 22.069	52,790 25.380
Case Aide Supervisor	430	38,145 18.339	44,876 21.575	51,607 24.811
Mental Health Coordinator	430	38,145 18.339	44,876 21.575	51,607 24.811
Secondary Roads Superintendent	430	38,145 18.339	44,876 21.575	51,607 24.811
Program Development Coordinator	430	38,145 18.339	44,876 21.575	51,607 24.811
Clinical Services Coordinator	417	37,390 17.976	43,988 21.148	50,586 24.320
Community Health Coordinator	417	37,390 17.976	43,988 21.148	50,586 24.320
Environmental Health Coordinator	417	37,390 17.976	43,988 21.148	50,586 24.320
Public Health Services Coordinator	417	37,390 17.976	43,988 21.148	50,586 24.320
Risk Management Coordinator	417	37,390 17.976	43,988 21.148	50,586 24.320

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2001-2002
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Support Services Director	417	37,390 17.976	43,988 21.148	50,586 24.320
Network Systems Administrator	406	36,753 17.670	43,239 20.788	49,725 23.906
County General Store Manager	382	35,357 16.999	41,597 19.999	47,837 22.999
Programmer/Analyst I	382	35,357 16.999	41,597 19.999	47,837 22.999
Naturalist/Director	382	35,357 16.999	41,597 19.999	47,837 22.999
Public Health Nurse	366	34,428 16.552	40,504 19.473	46,580 22.394
Park Maintenance Supervisor	357	33,974 16.334	39,969 19.216	45,964 22.098
Disease Prevention Specialist	355	33,789 16.245	39,752 19.112	45,715 21.978
Environmental Health Specialist	355	33,789 16.245	39,752 19.112	45,715 21.978
Attorney I	N/A	33,711 16.207	39,660 19.067	45,609 21.927
Corrections Lieutenant	353	33,669 16.187	39,610 19.043	45,552 21.900
Support Program Lieutenant	353	33,669 16.187	39,610 19.043	45,552 21.900
Corrections Sergeant	332	32,448 15.600	38,174 18.353	43,900 21.106
Tax Accounting Specialist	332	32,448 15.600	38,174 18.353	43,900 21.106
Case Expeditor	323	31,926 15.349	37,560 18.058	43,194 20.766
Human Resources Specialist	323	31,926 15.349	37,560 18.058	43,194 20.766

SCOTT COUNTY SALARY RATE TABLE FOR FY 2001-2002
GROUP: A NON-REPRESENTED

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Operations Supervisor - Juvenile Detention	308	31,058 14.932	36,539 17.567	42,020 20.202
Park Ranger	307	30,996 14.902	36,466 17.532	41,936 20.162
Chief Telecommunications Operator	300	30,588 14.706	35,986 17.301	41,384 19.896
Engineering Aide II	300	30,588 14.706	35,986 17.301	41,384 19.896
Maintenance Coordinator	300	30,588 14.706	35,986 17.301	41,384 19.896
Administrative Assistant	298	30,470 14.649	35,847 17.234	41,224 19.819
Administrative Office Manager - Health	298	30,470 14.649	35,847 17.234	41,224 19.819
Motor Vehicle Supervisor	298	30,470 14.649	35,847 17.234	41,224 19.819
BIP Office Supervisor	283	29,603 14.232	34,827 16.744	40,051 19.255
Programmer	275	29,136 14.008	34,278 16.480	39,420 18.952
Naturalist	271	28,903 13.896	34,004 16.348	39,105 18.800
Veteran's Affairs Director/Case Aide	271	28,903 13.896	34,004 16.348	39,105 18.800
Lead Bailiff	262	28,383 13.646	33,392 16.054	38,401 18.462
Executive Secretary	252	27,799 13.365	32,705 15.724	37,611 18.082
Human Resources Assistant	252	27,799 13.365	32,705 15.724	37,611 18.082
Paralegal	252	27,799 13.365	32,705 15.724	37,611 18.082
Payroll Specialist	252	27,799 13.365	32,705 15.724	37,611 18.082

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2001-2002
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Planning & Development Specialist	252	27,799 13.365	32,705 15.724	37,611 18.082
Purchasing Specialist	252	27,799 13.365	32,705 15.724	37,611 18.082
Lead Telecommunicator	245	27,392 13.169	32,226 15.493	37,060 17.817
Office Manager - Community Services	233	26,695 12.834	31,406 15.099	36,117 17.364
Shop Supervisor (see Note 1)	233	34,393 16.535	40,462 19.453	46,531 22.371
Note 1: Salary for this position adjusted to meet prevailing market rates - July 1976				
Office Supervisor - Sheriff	228	26,404 12.694	31,064 14.935	35,724 17.175
Telecommunicator	228	26,404 12.694	31,064 14.935	35,724 17.175
Food Service Manager	223	26,113 12.554	30,721 14.770	35,329 16.985
Assistant Ranger	220	25,939 12.471	30,517 14.672	35,095 16.873
Associate/District Court Bailiff	220	25,939 12.471	30,517 14.672	35,095 16.873
Conservation Assistant	220	25,939 12.471	30,517 14.672	35,095 16.873
Detention Youth Supervisor	215	25,650 12.332	30,176 14.508	34,702 16.684
Medical Assistant	209	25,301 12.164	29,766 14.311	34,231 16.457
Office Leader - County Engineer	204	25,006 12.022	29,419 14.144	33,832 16.265
Engineering Aide I	199	24,718 11.884	29,080 13.981	33,442 16.078
Custodial Coordinator	198	24,660 11.856	29,012 13.948	33,364 16.040
Human Resources Secretary	198	24,660 11.856	29,012 13.948	33,364 16.040
Project Assistant - Buildings & Grounds	198	24,660 11.856	29,012 13.948	33,364 16.040
Senior Accounting Clerk	191	24,255 11.661	28,535 13.719	32,815 15.776

SCOTT COUNTY SALARY RATE TABLE FOR FY 2001-2002
GROUP: A NON-REPRESENTED

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Assistant Golf Course Superintendent	187	24,021 11.549	28,260 13.587	32,499 15.625
Equipment Mechanic - Conservation	187	24,021 11.549	28,260 13.587	32,499 15.625
Help Desk Specialist	187	24,021 11.549	28,260 13.587	32,499 15.625
Park Crew Leader	187	24,021 11.549	28,260 13.587	32,499 15.625
Pioneer Village Site Coordinator	187	24,021 11.549	28,260 13.587	32,499 15.625
Lab Technician - Health	177	23,440 11.269	27,577 13.258	31,714 15.247
Secretary	177	23,440 11.269	27,577 13.258	31,714 15.247
Senior Clerk	177	23,440 11.269	27,577 13.258	31,714 15.247
Official Records Clerk	177	23,440 11.269	27,577 13.258	31,714 15.247
Clerk III	162	22,568 10.850	26,550 12.764	30,533 14.679
Golf Course Maintenance Worker	162	22,568 10.850	26,550 12.764	30,533 14.679
Park Maintenance Worker	162	22,568 10.850	26,550 12.764	30,533 14.679
Resource Specialist - Health	162	22,568 10.850	26,550 12.764	30,533 14.679
Clerk II	141	21,347 10.263	25,114 12.074	28,881 13.885
Resource Assistant - Health	141	21,347 10.263	25,114 12.074	28,881 13.885
Clerk I	125	20,414 9.814	24,016 11.546	27,618 13.278
Cody Homestead Site Coordinator	99	18,924 9.098	22,263 10.703	25,602 12.309

SCOTT COUNTY SALARY RATE TABLE FOR FY 2001-2002
GROUP: B SECONDARY ROADS UNIT

<u>Position Title</u>	<u>Hay Points</u>	<u>Start Rate</u>	<u>Step 1 1 year</u>	<u>Step 2 2 years</u>	<u>Step 3 3 years</u>	<u>Step 4 4 years</u>	<u>Step 5 7 years</u>	<u>Step 6 15 years</u>
Crew Leader/Equipmt. Operator I	213	31,699 15.24	33,093 15.91	34,486 16.58	35,922 17.27	36,962 17.77	37,066 17.82	37,523 18.04
Sign Crew Leader	199	30,514 14.67	31,762 15.27	33,093 15.91	34,424 16.55	35,443 17.04	35,506 17.07	35,942 17.28
Heavy Equipmt Operator II	187	29,557 14.21	30,846 14.83	32,198 15.48	33,467 16.09	34,424 16.55	34,549 16.61	35,006 16.83
Mechanic	187	29,557 14.21	30,846 14.83	32,198 15.48	33,467 16.09	34,424 16.55	34,549 16.61	35,006 16.83
Heavy Equipmt Operator III	174	28,434 13.67	29,682 14.27	30,950 14.88	32,157 15.46	33,114 15.92	33,176 15.95	33,613 16.16
Truck Crew Coordinator	163	27,560 13.25	28,829 13.86	29,931 14.39	31,158 14.98	32,053 15.41	32,094 15.43	32,552 15.65
Truck Driver/Laborer	153	26,749 12.86	27,976 13.45	29,058 13.97	30,181 14.51	31,138 14.97	31,221 15.01	31,616 15.20
Shop Control Clerk	187	23,462 11.28	24,523 11.79	25,480 12.25	26,416 12.70	27,269 13.11	27,310 13.13	27,706 13.32

SCOTT COUNTY SALARY RATE TABLE FOR FY 2001-2002
GROUP: C AFSCME UNIT

<u>Position Title</u>		<u>Step 1</u> <u>Entry</u>	<u>Step 2</u> <u>6 mos.</u>	<u>Step 3</u> <u>12 mos.</u>	<u>Step 4</u> <u>18 mos.</u>	<u>Step 5</u> <u>24 mos.</u>	<u>Step 6</u> <u>7 yrs.</u>	<u>Step 7</u> <u>10 yrs.</u>	<u>Step 8</u> <u>15 yrs.</u>	<u>Step 9</u> <u>20 yrs.</u>
Building Insp	314	29,162 14.02	30,410 14.62	31,637 15.21	32,864 15.80	33,883 16.29	35,256 16.95	36,317 17.46	37,398 17.98	38,522 18.52
Election Supr	291	28,038 13.48	29,182 14.03	30,389 14.61	31,554 15.17	32,469 15.61	33,779 16.24	34,798 16.73	35,838 17.23	36,920 17.75
Maint Spec	268	26,790 12.88	27,997 13.46	28,954 13.92	30,202 14.52	31,117 14.96	32,365 15.56	33,342 16.03	34,341 16.51	35,381 17.01
Case Aide	252	26,000 12.50	27,102 13.03	28,226 13.57	29,286 14.08	30,202 14.52	31,450 15.12	32,386 15.57	33,363 16.04	34,362 16.52
Accts Payable Spec	252	26,000 12.50	27,102 13.03	28,226 13.57	29,286 14.08	30,202 14.52	31,450 15.12	32,386 15.57	33,363 16.04	34,362 16.52
Victim/Witness Coord	223	24,294 11.68	25,106 12.07	26,458 12.72	27,539 13.24	28,413 13.66	29,619 14.24	30,514 14.67	31,429 15.11	32,365 15.56
Plat Draftsperson	194	23,109 11.11	24,045 11.56	24,960 12.00	25,938 12.47	26,707 12.84	27,851 13.39	28,683 13.79	29,536 14.20	30,430 14.63
Conservation Spec	191	22,693 10.91	23,650 11.37	24,710 11.88	25,688 12.35	26,541 12.76	27,602 13.27	28,434 13.67	29,286 14.08	30,160 14.50
Cashier	191	22,693 10.91	23,650 11.37	24,710 11.88	25,688 12.35	26,541 12.76	27,602 13.27	28,434 13.67	29,286 14.08	30,160 14.50
Real Est Spec	191	22,693 10.91	23,650 11.37	24,710 11.88	25,688 12.35	26,541 12.76	27,602 13.27	28,434 13.67	29,286 14.08	30,160 14.50
Senior Acct. Clerk	191	22,693 10.91	23,650 11.37	24,710 11.88	25,688 12.35	26,541 12.76	27,602 13.27	28,434 13.67	29,286 14.08	30,160 14.50
Intake Coordinator	191	22,693 10.91	23,650 11.37	24,710 11.88	25,688 12.35	26,541 12.76	27,602 13.27	28,434 13.67	29,286 14.08	30,160 14.50
Vital Records Spec	191	22,693 10.91	23,650 11.37	24,710 11.88	25,688 12.35	26,541 12.76	27,602 13.27	28,434 13.67	29,286 14.08	30,160 14.50
Maintenance Worker	182	22,651 10.89	23,421 11.26	24,170 11.62	25,210 12.12	26,000 12.50	27,061 13.01	27,872 13.40	28,704 13.80	29,578 14.22
Senior Clerk	177	22,256 10.70	23,130 11.12	24,045 11.56	24,918 11.98	25,730 12.37	26,728 12.85	27,539 13.24	28,371 13.64	29,224 14.05
Tax Aide/Auditor	177	22,256 10.70	23,130 11.12	24,045 11.56	24,918 11.98	25,730 12.37	26,728 12.85	27,539 13.24	28,371 13.64	29,224 14.05
Legal Secretary	177	22,256 10.70	23,130 11.12	24,045 11.56	24,918 11.98	25,730 12.37	26,728 12.85	27,539 13.24	28,371 13.64	29,224 14.05
Mtr Vehicle Acct Clerk	177	22,256 10.70	23,130 11.12	24,045 11.56	24,918 11.98	25,730 12.37	26,728 12.85	27,539 13.24	28,371 13.64	29,224 14.05

SCOTT COUNTY SALARY RATE TABLE FOR FY 2001-2002
GROUP: C AFSCME UNIT

<u>Position Title</u>		<u>Step 1</u> <u>Entry</u>	<u>Step 2</u> <u>6 mos.</u>	<u>Step 3</u> <u>12 mos.</u>	<u>Step 4</u> <u>18 mos.</u>	<u>Step 5</u> <u>24 mos.</u>	<u>Step 6</u> <u>7 yrs.</u>	<u>Step 7</u> <u>10 yrs.</u>	<u>Step 8</u> <u>15 yrs.</u>	<u>Step 9</u> <u>20 yrs.</u>
Clerk III	162	21,507 10.34	22,339 10.74	23,171 11.14	24,086 11.58	24,835 11.94	25,813 12.41	26,582 12.78	27,394 13.17	28,226 13.57
Lead Cust Worker	162	21,507 10.34	22,339 10.74	23,171 11.14	24,086 11.58	24,835 11.94	25,813 12.41	26,582 12.78	27,394 13.17	28,226 13.57
Prev Maint Worker	162	21,507 10.34	22,339 10.74	23,171 11.14	24,086 11.58	24,835 11.94	25,813 12.41	26,582 12.78	27,394 13.17	28,226 13.57
Multi-Service Clerk	151		21,819 10.49	22,630 10.88	23,483 11.29	24,170 11.62	25,147 12.09	25,896 12.45	26,666 12.82	27,456 13.20
Clerk II	141	20,384 9.80	21,278 10.23	22,048 10.60	22,880 11.00	23,504 11.30	24,482 11.77	25,210 12.12	25,958 12.48	26,749 12.86
Custodial Worker	130	19,906 9.57	20,613 9.91	21,362 10.27	22,152 10.65	22,859 10.99	24,128 11.60	24,835 11.94	25,584 12.30	26,354 12.67
Maintenance I	125	19,552 9.40	20,363 9.79							

SCOTT COUNTY SALARY RATE TABLE FOR FY 2001-2002
GROUP: E DEPUTY SHERIFF UNIT

01-Jul-01

<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	45,864 22.05	47,278 22.73		48,235 23.19			48,714 23.42	49,192 23.65			
Deputy	329	33,051 15.89	34,549 16.61	36,109 17.36	37,710 18.13	39,416 18.95	40,206 19.33	41,018 19.72	41,829 20.11	42,245 20.31	42,682 20.52	43,098 20.72

SCOTT COUNTY SALARY RATE TABLE FOR FY 2001-2002
GROUP: H CORRECTIONS UNIT

<u>Position Title</u>	<u>Hay Points</u>	<u>Step 1 Entry</u>	<u>Step 2 6 mos.</u>	<u>Step 3 1 year</u>	<u>Step 4 2 years</u>	<u>Step 5 3 years</u>	<u>Step 6 4 years</u>	<u>Step 7 7 years</u>	<u>Step 8 10 years</u>	<u>Step 9 15 years</u>
Lead Corr Ofcr	283	13.07 27,186	13.29 27,643	13.61 28,309	14.24 29,619	15.64 32,531	16.05 33,384	16.41 34,133	16.64 34,611	16.89 35,131
Corr Ofcr	246	Trainee status		13.03 27,102	13.64 28,371	14.98 31,158	15.37 31,970	15.71 32,677	15.93 33,134	16.17 33,634
Corr Ofcr Trainee	199	12.51 26,021	12.72 26,458							
Jail Custodian/ Correction Officer	176	10.54 21,923	10.86 22,589	11.07 23,026	11.56 24,045	12.65 26,312	12.99 27,019	13.24 27,539	13.74 28,579	13.94 28,995
Jail Custodian	125	9.30 19,344		9.72 20,218	10.16 21,133	11.25 23,400	11.69 24,315	11.91 24,773	12.17 25,314	12.36 25,709
Cook	122	9.21 19,157		9.68 20,134	10.11 21,029	11.21 23,317	11.64 24,211	11.85 24,648	12.14 25,251	12.32 25,626

SCOTT COUNTY SALARY RATE TABLE FOR FY 2001-2002
GROUP: X ELECTED OFFICIALS

<u>ELECTED OFFICIAL</u>	<u>ANNUAL SALARY</u>
Attorney	85,800
Auditor	60,000
Recorder	60,000
Sheriff	76,200
Treasurer	60,000
Chair, Board of Supervisors	34,000
Board Member, Board of Supervisors	31,000

SCOTT COUNTY SALARY RATE TABLE FOR FY 2001-2002
GROUP: Y DEPUTY OFFICE HOLDERS

<u>POSITION TITLE</u>	<u>ANNUAL SALARY</u>
First Assistant Attorney	77,220
Deputy First Assistant	68,640
Deputy First Assistant	65,852
Deputy First Assistant	62,643
First Deputy Auditor	48,000
Deputy Auditor - Elections	45,000
Deputy Auditor - Tax	45,000
Second Deputy Recorder	45,000
Chief Deputy Sheriff	64,770

SCOTT COUNTY SALARY RATE TABLE FOR FY 2001-2002
GROUP: Z TEMPORARY AND PART-TIME STAFF

<u>POSITION</u>	<u>RATE</u>
Seasonal General Laborer	\$8.20/hour
Governmental Trainee	Minimum Wage + \$.50/hour Minimum Wage + \$.75/hour (after 3 months)
Administrative Intern & Human Resources Intern	\$6.28 to \$7.98/hour depending on skills, education and experience
Health Intern & Planning Intern	\$7.42 to \$9.44/hour depending on skills, education and experience
Enforcement Aide	\$6.84 to \$9.13/hour depending on skills, education and experience
Eldridge Garage Caretaker	\$8.76/hour
Seasonal Maintenance Worker (Roads)	\$8.76/hour
Summer Law Clerk	Set in cooperation with University Programs
Civil Service Secretary	Set by Civil Service Commission
Mental Health Advocate	Set by Chief Judge at \$17.607/hour
Health Services Professional Immunization Clinic/Jail Health LPN	\$14.02/hour
RN/EMT-P	\$16.55/hour
Election Officials	\$5.85/hour
Election Chairpersons	\$6.21/hour
Election Clerk	\$10.23/hour
Outreach/Interpreter	\$11.88/hour

SCOTT COUNTY SALARY RATE TABLE FOR FY 2001-2002
GROUP: Z TEMPORARY AND PART-TIME STAFF

POSITION

RATE

CONSERVATION: *

Glynns Creek:

Seasonal part-time Golf Managers

Food Service

\$7.75 - \$9.00/hour

Pro Shop

\$8.75 - \$10.00/hour

Starter Shack

\$6.00/hour

Seasonal Golf Pro Shop Personnel

\$5.50/hour

Golf Course Rangers, Starters, Cart Persons

\$5.50/hour

Concession Stand Workers

\$5.50/hour

Groundskeepers

\$6.00 - \$8.25/hour

Scott County & West Lake Parks:

Beach Manager

\$10.56 - \$11.31/hr. (season)
\$8.00 (open/close)

Pool Manager

\$10.56 - \$10.95/hr. (season)
\$8.00 (open/close)

Assistant Beach/Pool Managers

\$8.00/hour

Water Safety Instructors

\$6.50 - \$7.75/hour

Pool/Beach Lifeguards

\$6.00 - \$7.00/hour

Pool/Beach/Boathouse - Concession Workers

\$5.50 - \$6.00/hour

Park Attendant

\$6.00 - \$8.56/hour

Maintenance

\$6.00 - \$8.00/hour

Park Patrol (non-certified)
(certified)

\$9.00 - \$12.59/hour
\$10.75 - \$12.59/hour

Pioneer Village:

Day Camp Counselors

\$5.50 - \$6.75/hour

Apothecary Shop Concession Workers

\$5.50 - \$6.75/hour

Maintenance

\$6.00 - \$8.00/hour

Wapsi Center:

Assistant Naturalist

\$9.00 - \$9.64/hour

Program Assistant

\$5.50/hour

Maintenance

\$6.00 - \$8.00/hour

* Set by Scott County Conservation Board