



2010-2011

Budget Plan

Adopted March 4, 2010

SCOTT COUNTY, IOWA

BUDGET PLAN

JULY 1, 2010 – JUNE 30, 2011

Document Prepared By

Scott County Administration Office

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www.scottcountyiowa.com

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, 2009

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, 2009. 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 2010-11 budget document and to act as an aid in budget review. This document provides all summary and supporting data on the general financial condition of the County and details services, programs, and staffing levels proposed and adopted for all departments and authorized agencies.

The *Introductory Section* includes a brief history of the County, the joint budget message from the Chairperson of the Board of Supervisors and the County Administrator, and various summary schedules showing combined revenues and appropriations for all funds. Additionally, information is presented on the County's taxable valuation base, tax levy rates and tax levy amounts. Graphs are used extensively to enhance the reader's review of the summarized information.

Each *Fund Type Section* is tabbed for easy and quick reference: *Major Governmental Funds, Non-major Governmental Funds, and Business-Type Activities Funds*. More descriptive information about these funds may be found under these tabbed sections.

The *Department/Authorized Agency Detail Section* presents 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 FY09 status, the budget and projected FY10 status, and the requested and adopted FY11 status. Departments and authorized agency **programs are grouped functionally, - i.e., public safety and legal services, physical health and social services, etc.**, in recognition of the interrelationship of many programs and services.

The *Supplemental Information Section* includes such things as a glossary providing definitions of terms used throughout this document, a description of the County's budget process, and the County's pay plan for FY11. The County's basis of accounting, various financial management policies and miscellaneous statistics about Scott County are also located in the Supplemental Information Section.

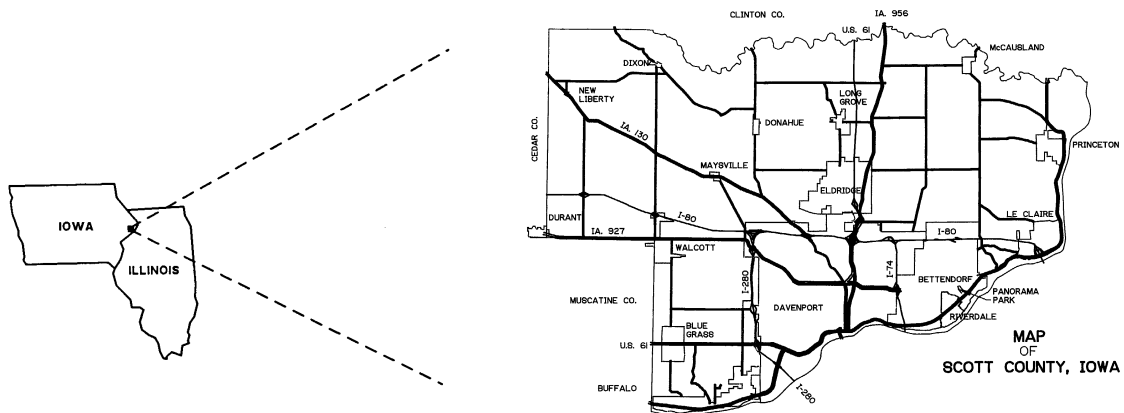
Past to the Present



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 375,000.

"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 historic Mississippi River, the area's claim to fame, midway between Minneapolis-St. Paul to the north and St. Louis to the south; and between Chicago to the east and Des Moines to the west. It is the 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 people of Scott County to greater prosperity and growth.

BOARD OF SUPERVISORS

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CHRIS GALLIN
Chair
LARRY MINARD
Vice Chairman
JEFF LISKE
JIM HANCOCK
TOM SUNDERBRUCH

March 15, 2010

TO: The Citizens of Scott County

RE: 20010-11 Budget Message

The budget for Fiscal Year 2010-11 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.

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to Scott County for its annual budget for the fiscal year beginning July 1, 2009. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

For over two decades, the Scott County Board of Supervisors has participated in a formalized goal setting process using an outside facilitator. Target issues are identified and established with annual updates. Team building activities also are worked on during this process. The current policy agenda, management agenda, and long term goals are listed below:

SCOTT COUNTY GOALS 2010-2014

- Financially Sound County Government
 - Growing County
 - Healthy, Safe Community
- Service Excellence with P.R.I.D.E.
 - Regional Leadership
- Leader as a Sustainable County

POLICY AGENDA 2010

TOP PRIORITY

Balanced Budget with Fund Balance

IT Master Plan

Mental Health Funding

Air Quality Pledge

Blue Ribbon Committee II

HIGH PRIORITY

Rail Service: Chicago to Iowa City

Rock Island Arsenal: Marketing and Lobbying

Lake Canyada Resolution

County Space Needs Study

Sustainability Plan for County

MANAGEMENT AGENDA 2010

TOP PRIORITY

Vendor Cost Analysis

Diversion Programs: Performance Measurement

EMA Education

County Fleet Evaluation

Q C First: Performance Monitoring

HIGH PRIORITY

Executive Volunteer Program

Energy Audits/Actions

Lost Grove Lake: I JOBS funding

Health Director: Transition

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

At these strategic planning sessions, both Board members and County management staff reflect on accomplishments during the prior period as we attempt to redefine the County's 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 policy and management 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 Budget Manager 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 and management 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 are directed to keep these policy agenda priorities and specific areas of budget review in mind when they were preparing and reviewing their FY11 budget submissions, highlighting whenever appropriate in their budget justifications and analysis how their requests support and enhance the Board's identified goals and policy agenda priorities and specific budget areas of review.

The specific budget areas of review identified by the Board early on in the FY11 budget process were:

1. Recognize an incorporate the State of Iowa's 10 % program revenue reduction and reduced shared revenues for Fiscal Year 10 and 11.
2. Budget a full year of Consolidated Dispatch a new 28E agency.
3. Continue Wall of Savings and LEAN processes to assure increase of fund balance.
4. Complete IT Master Plan.
5. Complete Courtroom and Juvenile Court Services Renovation.
6. Complete Sustainability Plan and develop measurements and benchmarks for progress.

The FY11 Budget Initiatives that addressed or impacted these areas are described below:

Wall of Savings

- Wall of Savings program, resulted in \$940,000 of savings that will be transferred to the capital budget and \$825,000 of eliminated operating expenses.

IT Master Plan

- Capital Budget and program reflect continued commitment to technology improvements with the second phase of the phone upgrade and the technology joint purchases with SECC to accomplish a totally redundant backup system for all county applications.

Sustainability Plan

- The sustainability plan is funded through Energy Block Grant dollars from ARRA and scheduled for completion November 2010.

Consolidated Dispatch Implementation

- The start-up of SECC is budgeted, and a team of department heads is working on all aspects of the new organization. Human Resources have taken the lead on bringing on board dispatchers from three local governments, hiring management staff, and hiring new employees. All personnel manuals, orientation paperwork and follow-up will be accomplished as the budget year transitions. IT is leading the hardware and software purchases and installations including phones, and adding two employees to handle the new work. Facilities and Support Services are leading the building construction and move in of the new agency. The project in total is 26 million dollars with an on-going budget of 8 million dollars. SECC will be the second largest component of the county budget.

Additionally, the FY11 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.

CONSOLIDATED DISPATCH (SECC) IMPACT

Since 2004, the County along with the cities of Davenport and Bettendorf and Medic Ambulance had been carefully planning a consolidation of the four dispatch centers and the implementation of an integrated center with an interoperable radio and data communication systems. Several planning studies were done to verify the costs and benefits and to develop an implementation plan. In 2007, state law was changed to allow for the funding of a consolidated dispatch operation in the Emergency Management Agency of a county. With that law change, four jurisdictions and Medic Ambulance entered into a 28E agreement to provide consolidated services. FY11 is the first year the Scott County tax levy will provide sole funding for the new agency. Likewise, the cities of Davenport and Bettendorf will accrue savings and through their governing body decide on how to realize those savings in their budgets.

The new operation includes 57.5 full time equivalent positions at a total cost of \$4,400,000. The non-salary operating budget will be \$1,825,000. Also, there is a debt service of \$1,500,000 for the building and equipment. The project was awarded six million dollars of grants through the jurisdictions. The result of the new operation on the county tax levy is 1.00232 (\$6,581,797).

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

TAX LEVY AND REVENUE OUTLOOK

The property tax continues to be the major revenue source for Scott County. In FY11, total net property taxes represent 52.3% of total County revenues. This is a higher percentage than FY10 due to the first year operation of SECC. The new agency increased the levee by 90 cents. Without SECC the property tax would have decreased by .18842 cents (\$1,024,844).

The other major revenues in the FY11 budget are interest income and local option sales tax. Interest income remains 60% lower from its peak in FY01 due to historically low interest rates as set by the Federal Reserve Board which directly impacted this ten year property tax percentage increase. As other revenues fall, the county can continue to rely on local option tax as property tax relief. The County projects a 6.16% decrease in this revenue for FY10 and has lowered the FY11 projection another 4.3%.

As one of the Board's goals mentioned above, a group of County Employees have been trained in the process of LEAN. LEAN is a philosophy of process management that provides for the systematic identification and elimination of waste in work processes allowing employees to be more productive and organizations to remain competitive and achieve cost savings. Through this training, the County's FY10 goal was to find \$1 million in savings. That goal was exceeded and a new goal of \$500,000 and 6.240 hours has been set for this budget year. By participating in these types of programs in the last few years, the County has had a significant positive impact on reducing the County's even greater reliance on property taxes to support its budget. The property tax reduction from FY10 to FY11 is .18842 (\$1,024,844).

The tax rate per \$1,000 of taxable valuation for FY10 has increased from \$5.48 to \$6.38, or + 16.4% for property located in incorporated areas (cities) and increased from \$8.50 to \$9.40, or + 10.6% for property located in unincorporated areas (townships). This increase was required due to the new Scott Emergency Communication Center (SECC), the consolidated dispatch center that will service the entire county. It is noted that four years ago in FY06 a substantial levy increase was realized due to the voter approved jail expansion/renovation project and increased jail programming costs.

Fiscal Year	Urban Rate	% Change	Rural Rate	% Change
2001-02	4.18290	0.6	7.23474	1.4
2002-03	4.48067	7.2	7.49188	3.6
2003-04	4.80887	7.3	7.71192	2.9
2004-05	4.75497	-1.2	7.84647	1.8
2005-06	5.56513	17.0	8.60445	9.7
2006-07	5.51106	-1.0	8.52602	-0.9
2007-08	5.54040	0.5	8.62666	1.2
2008-09	5.34263	-3.6	8.36217	-3.1
2009-10	5.48399	2.6	8.50353	1.7
2010-11	6.38587	16.4	9.40541	10.6

For FY10, Scott County's corporate & rural rate and property tax amount per capita rank *lowest* respectively 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 *fourth lowest* property tax amount per capita of *all* 99 Iowa counties (even with annual debt amortization amounts added for the jail expansion/renovation project and the GIS project).

The County's tax base has increased at an average rate of 5% annually over the past ten years. Residential taxable valuations also reflect a State imposed rollback computation, currently at 46.9094% of fair market value. The agriculture land / structure rollback computation was 66.2715% for FY11. There were no rollbacks for commercial, industrial, or utility property. The current county wide taxable valuation base amount of \$6.790 billion dollars reflects a 2.2% increase from last year. For FY11, with the rollbacks, the only class of property that increased in value was Residential property, while Commercial, Utilities, Industrial, and Ag Land/Structures decreased. The residential class of property represents approximately 61% of the County's total tax base.

STATE AND FEDERAL FUNDING

The county receives little Federal funding. 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. Later on in the budget book, you will see a graph that illustrates a 10 year history of Road Use Tax. We benefited from a large increase in FY04, and revenues have been *mostly* steady since then.

State aid for next year represents 26.6% of the total revenue sources for FY11, down from 28% in the previous year. The total amount of \$20,508,028 is made up of \$12,758,856 in grants and reimbursements, \$3,305,903 in state shared revenues such as motor fuel and franchise taxes, \$940,432 in state property tax replacement credits against levied taxes, and \$3,502,837 in other State credits such as MH-DD property tax relief and military tax credits.

OTHER REVENUES

Fees and charges total \$5,190,643 for FY11 an increase of 1.7%, as compared to \$5,103,713 for FY10. 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. Most projected revenues are based on historical trends factoring in any new legislative or county fee changes. Some revenues are calculated based on economic assumptions such as interest income and anticipated interest rates.

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 major and non-major fund revenues (excluding capital funds) for budget year FY11 and the percentage of increases and decreases in relation to prior year budget amounts:

Net property taxes are increasing by 19% for FY11. The property tax increase is higher than most average years because the levy will support the new consolidated dispatch center (\$6,917,154 property tax transfer to SECC). Interest rates continue to be at historically low rates, which decrease significantly the interest income that the county receives; in fact the county is expecting a 58.3% reduction in interest income for FY11, as compared to FY10 budgeted amounts. It is noted that the County receives 1.5% per month interest costs on delinquent property taxes which results in a nearly 100% collection rate.

Other taxes, penalties and costs are increasing slightly due to an increase in collection of delinquent taxes. Local option taxes (one cent sales tax) are projected to decrease 10.2% compared to the prior year based on State projections. This is a significant revenue loss for the county, and was made up by cutting supply and expense budgets across all departments.

There is continued cause for concern since the bulk of intergovernmental revenues come from the State and State officials are projecting modest revenue increases for both the current fiscal year and next year due to the current economic climate. This may undoubtedly result in future reductions in state aid without corresponding reductions in required mandated services.

License and permit fees are virtually flat from the previous year budget. Charges for services are increasing 1.8% primarily due to projected increases in user fees in the Conservation department federal prisoners. The County's philosophy is to make timely adjustments to locally set fees and charges as opposed to waiting ten years, for example, and make a substantial increase at that time. Unfortunately, the State does not do this, and then finds it more difficult to increase fees in any given year due to political pressures.

As previously mentioned, the uses of money and property revenues are projected to decrease significantly, or 58.3% compared to prior year budgeted levels due to historically low interest rate levels. The Fed continues to keep the interest rate low in hopes that it encourages economic recovery. Finally, other revenues are decreasing due to forfeited asset reimbursements received by the County Attorney's Office.

FUND BALANCES

The undesignated fund balance of the general fund is projected to increase by \$68,920 for FY11, as compared to the re-estimated ending FY10 fund balance. One of the board's top goals on their policy agenda is to maintain fund balance as we face declining revenues during the challenging economic times. The Board has \$3,207,314 reserved for the loan advance to the golf course enterprise fund, \$222,551 reserved for Conservation Board's sewage treatment plant, \$116,175 reserved for a note receivable from Greater Davenport Redevelopment Corporation, and \$589,331 reserved for claim liabilities as a part of the County's risk management program. The remaining \$6,072,072 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/unreserved fund balance of the general fund does bring the County below the minimum amount designated by the County's Financial Management policies. [13.3% (without SECC funding) vs. 15% minimum]. As the economy improves, future budgets will include increases to the General Fund balance to bring it back in compliance with policy guidelines. The Board understands that the risk management claim liabilities may be bonded for under Iowa law.) All other fund balances meet or exceed recommended levels except the MH-DD Fund as indicated below.

The Mental Health and Developmental Disabilities (MH-DD) Fund Balance is projected to have zero fund balance at the end of FY11. This will put the county in a difficult situation, unless the state increases funding to the MHDD programs and services that are offered by the County. The Scott County MH-DD Advisory Committee is prepared to develop a Plan of Reductions for FY11 should that be necessary to balance the budget. The committee and county officials will be prepared to take action if State Legislators did not respond to the MH-DD funding crisis.

In 1996 the Iowa State Legislature capped the dollar amount on the local property tax levy for this fund in the future. This was done to build a partnership between the state and the counties. Inflationary increases will be allowed by State legislation. 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 major fund with future limited cost increases will have a dramatic positive impact on future General Fund balances requirements. Due to State budget concerns over the years, State MH-DD funding has been severely reduced and never fully restored. The County's MH-DD Advisory Committee has developed a listing of various prioritized cost reduction recommendations to the Board of Supervisors should State funding not be restored or if the State does not allow for local property tax flexibility for MH-DD expenditures. The county needed to implement cost reductions during FY10, primarily because the State did not allocate growth dollars for FY10 and implemented a 10% across the board cut in September of 2009. The State MH/DD fund lost approximately \$22 million in FY10 from those two actions. The counties still benefited from the Federal stimulus monies which reduced the county's share of Medicaid match and ultimately reduced the overall costs to the county. However with the growth allocation scooped and the 10% across the board cuts, the benefits of the stimulus money have been wiped out for many counties.

The Capital Projects Fund is decreasing \$1,099,812 overall as a result of planned expenditures toward remodeling of Juvenile Court Services, as well as a new VIOP phone system to replace the

current outdated phone system. These projects are discussed further under the Capital Improvements section below.

The total non-major governmental funds (Secondary Roads, Recorder's Record Management, and Rural Services Funds) are increasing \$494,148 due to planned future capital project funding.

PROGRAMS AND SERVICES

As a service organization, the County is primarily people intensive. Over the last ten (10) years the County has increased its work force by 44.15 FTE's, or 10.6%, to its current level of 460.42 FTE's. During this period the County made substantial staff increases to the Sheriff's Office (27 FTE's) primarily due to increased jail programming and courthouse security needs and the new minimum security jail facility and added 9.1 FTE's to the Public Health Department for jail health nursing and other grant related health programs. There were three positions added to the table of organization for FY11. These include two FTE's in the IT Department and one in Facility and Support Services. All three of these positions will serve and be funded by SECC (Scott Emergency Communications Center). The County has four union groups to negotiate salary and benefit agreements with following Iowa Code Chapter 20 guidelines. In recent years, the County and union groups have been successful in approving multi-year agreements. The overall negotiated average salary increase for both labor groups and non-union personnel was 1.5-2.0%.

Overall expenditures for all County operations including capital projects (net of transfers and non-budgeted funds) are \$78,870,615 which is an increase of \$6,241,663 from the FY10 budget. The operating budget is up 11.2%, as compared to 1% for the previous year. Total revenues (net of transfers and non-budgeted funds) for the County are \$76,907,857, which is an increase of 10.3% above last fiscal year.

The overall expenditure increase of 8.6% is the result of several service areas increasing with three decreasing. Capital projects are discussed further below and are decreasing -29.5%. Public Safety and Legal Services is showing a 30.1% increase primarily due to the addition of the consolidated dispatch center.

Physical Health and Social Services is increasing 4.5% primarily due to salary and benefit increases in the Health Department. Mental Health, Mental Retardation and Developmental Disabilities (MH/MR/DD) is decreasing 1.3% due to the change in non-Federal Medicaid match funding for various community home-based waiver programs and adult intermediate care facilities for the mentally retarded. County Environment and Education is increasing 8.3% due primarily to salary and benefit increases in the Conservation Department and Planning and Development Department, as well as an appropriation to cover a transfer to the Golf Course for their yearly debt payment. Roads and Transportation service area is increasing a modest 1.6 %.

Government Services to Residents is decreasing by \$2,043,870 due to the number of elections budgeted for FY11%. Administration (interprogram) costs are increasing 3.8% primarily due to inflationary increases as well as the three new positions that were added to support the consolidated dispatch center. And finally, Debt Service is increasing significantly by 21%. Debt Service includes interest and principal payments on the Solid Waste general obligation bond issue and River Renaissance general obligation bonds in addition to the bond debt amortization for the development of a county-wide GIS system. In FY10, the county issued Emergency Equipment Bonds to fund the purchase of radios, towers, computer hardware and software to support the new consolidated dispatch center. The increase in debt service is to service the debt for the first time in FY11.

CAPITAL IMPROVEMENTS AND DEBT SERVICE

The County made positive changes to its Capital projects fund for FY11. In previous years, the county has accounted for operational expenditures in this fund, including software maintenance, IT training, professional services, and small repairs. Starting in FY11 these expenses have been budgeted in the IT department operational budget. In previous years, the Capital Projects five year plan included the current year and the four subsequent years followed by the unprogrammed needs. New this year, is an estimate for the current year and five subsequent years, with an un-programmed needs column for items outside of the five-year program. These two changes should more accurately reflect the County's capital program needs.

The operating budget will again be supplemented with an aggressive five year Capital Improvements Program. In most years, it is the board's intention to include, in the operating budget, transfers to the Capital Improvement Fund for capital improvement projects. However, in FY10 and FY11, these transfers will not be made, because of declining revenues in the general fund. 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 voters approved a \$5,000,000 River Renaissance Bond 15 year issue in October 2001 by an overwhelming 73% margin. The River Renaissance Project is a major redevelopment/revitalization effort for downtown Davenport totaling \$113 million dollars. This County bond issue also resulted in the State of Iowa awarding \$20 million dollars to the project in Vision Iowa Funds. The proceeds of the \$5 million dollar River Renaissance bond issue were disbursed to the City of Davenport during FY03. New for FY11, the Board of Supervisors will make a transfer from the General Fund to the Electronic Equipment fund to support computer software and hardware purchases as a result of the recently adopted Scott County IT Strategic Master Plan. This plan was adopted by the Board of Supervisors in spring of 2010, and includes numerous projects that will require the purchase of new software and hardware.

The County is currently using only 4.65% of its allowable legal debt margin consisting of four general bond issues. These outstanding bond issues are described further under the major governmental funds section of this document. An additional debt of \$29.7 million was issued by the Scott County Public Safety Authority in FY06 due to the jail renovation/expansion question being approved at the fall 2004 general election. This approved jail project is discussed in further detail below in this section. The \$2.5 million GIS bond debt was issued in FY07 to pay for the development of a county-wide GIS system. In FY10, the county issued \$10.5 million of Emergency Equipment Bonds to finance acquisition of radio equipment, towers, computer equipment, software and hardware for the new Scott Emergency Communication Center (SECC).

The capital improvement budget totals \$3,833,658 for fiscal year FY11, with 63% or \$2,427,113 for general projects, 18% or \$671,500 for Secondary Roads projects, and 19% or \$735,045 for Conservation parks and recreation projects. Because of the reduction in funding for the Capital Projects Fund, there are very few non-routine capital projects in the FY11 Capital Plan. These include the completion of the Juvenile Court Services remodel (total cost of \$1,000,000), which will bring this department back to the Scott County Courthouse. Currently, Juvenile Court Services is located in a leased space a few blocks from our County campus. When this remodel project is complete, the county will re-locate this department back to the County campus and will save operational costs of nearly \$100,000 per year in rent expense. Another large project scheduled and budgeted for FY11 includes a full telephone replacement for the county. The county will be purchasing VOIP (voice over IP) telephones, hardware, and software to replace our current phone system which is out of date. This phone system will be put in place in order to accommodate the

new switches and technology for the Scott Emergency Communications Center scheduled to open at the beginning of calendar year 2011.

The general capital improvements budget of \$2,427,113 is supported by fund balances from various funds including the electronic equipment replacement fund, the vehicle replacement fund, and the general fund. General fund transfers are made for one time projects if and when the general fund balance exceeds the minimum balance requirement as set forth in the County's Financial Management Policies. The capital improvement fund is mostly supported by gaming boat revenues received from the two gaming boats docked in Scott County on the Mississippi River. Unfortunately, gaming revenues have seen a decline of approximately 15% in recent years because of the economy. This decline in the most critical funding source for our capital budget decreases the number of capital projects that will be funded in the upcoming year.

The local Secondary Roads capital program totals \$671,500, which is significantly smaller than previous years. This amount is for two road resurfacing projects: (\$57,750) – 145th Street/Telegraph Rd; (\$288,750) – Slopertown Road, as well as (\$325,000) for the bridge on Forest Grove Road.

The Conservation Department capital plan totals \$735,045. The single largest project (\$166,000) is for continued renovation of Old St. Anne's Church at Pioneer Village. Pictures below show the window replacement progress from the inside and outside. This remodel will continue into FY11.

Other projects for Conservation in FY11 include (\$90,000) to continue the final phase of the Pool & Aquatic Center Renovation, including the new concession stand pictured below.

Also programmed for Conservation is (\$25,000) a project to update the restrooms at Gate #2 at West Lake Park, (\$49,753) for updates to the maintenance shop at Scott County Park, and (\$40,000) to renovate the Park Terrace Campground at West Lake Park. The Conservation Board has also elected to reserve funds this year (\$273,000) for two reasons; to cover any deficit or needs in the Golf Course Enterprise Fund or to save for large equipment and capital projects in the future that would not be able to be funded by a one year allotment.

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

SUMMARY

The preparation of the FY11 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 FY11 operating budget and keeping the County's reliance on property tax revenues to minimal increases net of voter approved debt and capital projects.

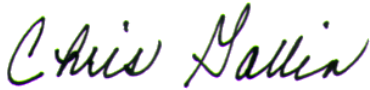
The Board and County Administrator expresses its appreciation to the staff of the Facility and Support Services Department who assisted and contributed to its preparation. Special thanks goes to the Budget Manager, the Assistant County Administrator, the Administrative Assistant to the County Administrator, and the County department heads and professional staff who performed budget analyst duties: Community Services Director, Health Department Director, Financial Management Supervisor (Treasurer's Office), Office Manager (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 and mental health-mental retardation and developmental disabilities. 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,



Chris Gallin, Chair
Scott County Board of Supervisors

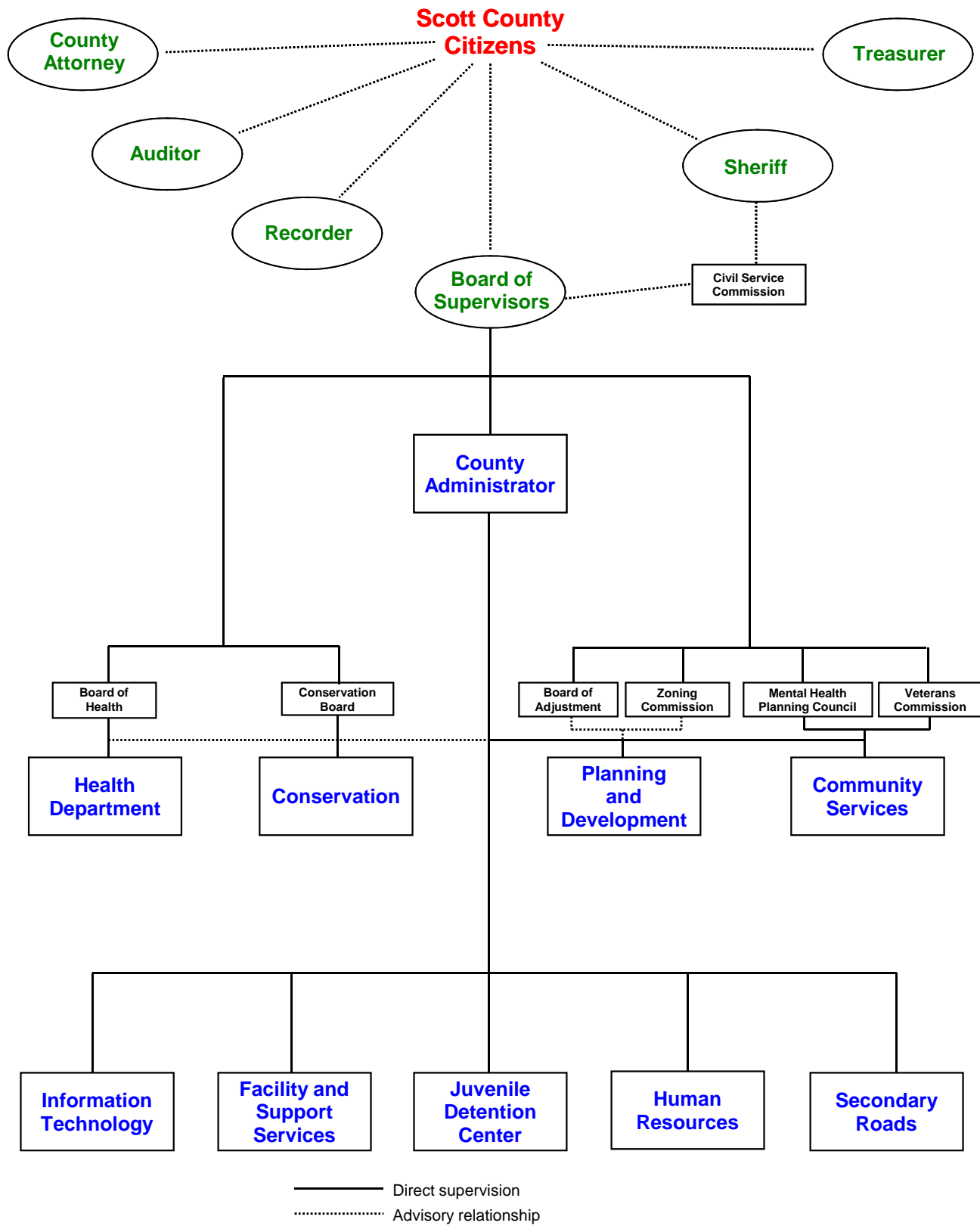


Dee F. Bruemmer
County Administrator

SCOTT COUNTY OFFICIALS

<u>Official Title</u>	<u>Official</u>	<u>Term Expiration Date of Elected Officials</u>
Elected Officials		
Supervisor, Chairperson	Jim Hancock	2012
Supervisor, Vice Chair	Tom Sunderbruch	2012
Supervisor	Chris Gallin	2010
Supervisor	Larry E. Minard	2010
Supervisor	Jeff Liske	2010
Attorney	Michael J. Walton	2012
Auditor	Roxanna Moritz	2012
Recorder	Rita Vargas	2010
Sheriff	Dennis Conard	2012
Treasurer	Bill Fennelly	2010
Administration		
County Administrator	Dee F. Bruemmer	
Department Heads		
Community Services	Lori Elam	
Conservation	Roger Kean	
Facility and Support Services	Dave Donovan	
Health	Lawrence Barker	
Human Resources	Mary Thee	
Information Technology	Matt Hirst	
Juvenile Detention Center	Jeremy Kaiser	
Planning & Development	Tim Huey	
Secondary Roads	Jon Burgstrum	

Scott County Government Organizational Chart



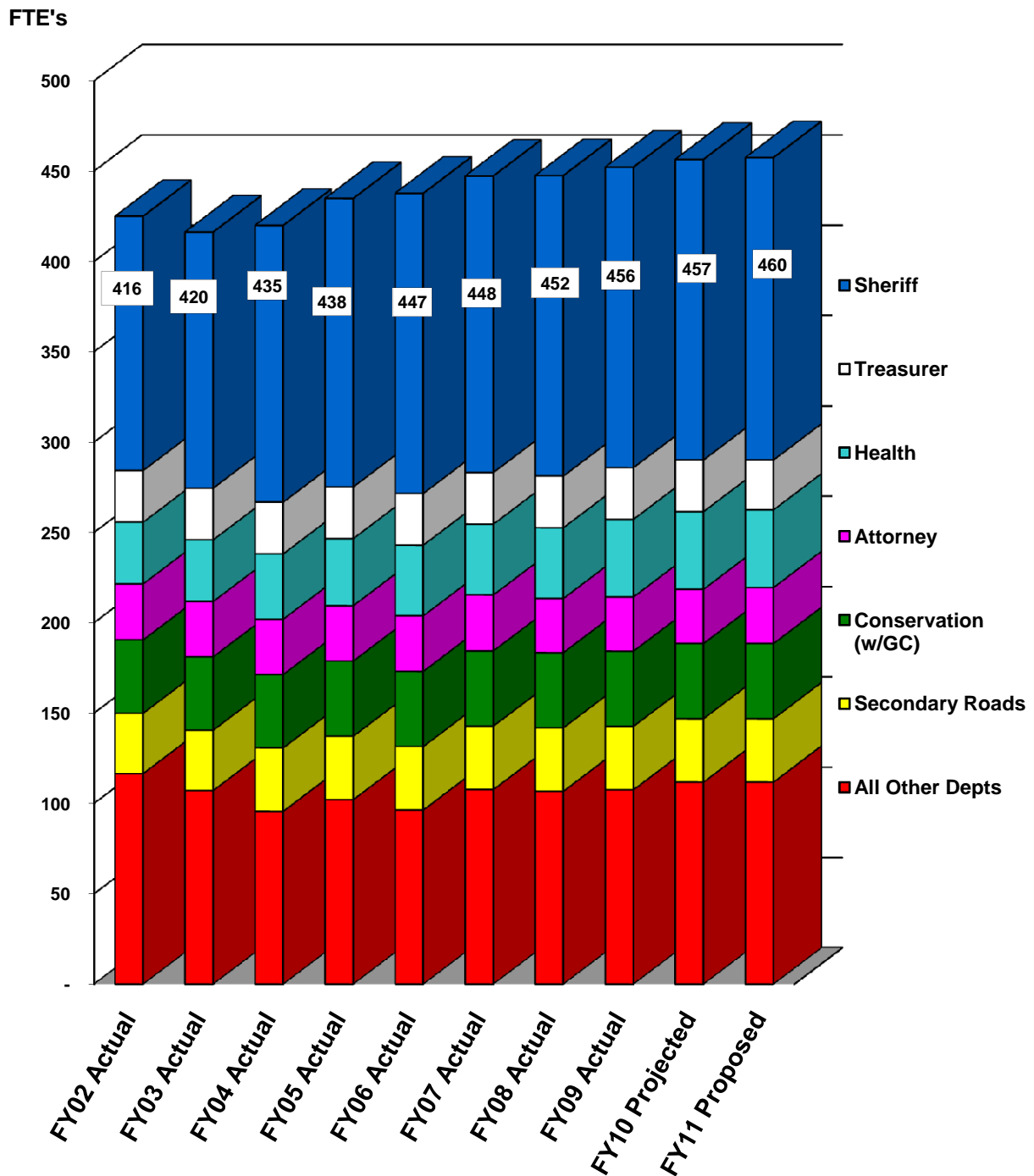
10 YEAR FTE LISTING

<u>Department</u>	<u>FY02</u>	<u>FY03</u>	<u>FY04</u>	<u>FY05</u>	<u>FY06</u>	<u>FY07</u>	<u>FY08</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>
Administration	3.70	3.70	3.70	3.10	3.10	3.10	3.10	3.50	3.50	3.50
Attorney	31.00	30.63	30.63	30.63	30.75	31.00	30.00	30.00	30.00	31.00
Auditor	15.40	15.40	15.40	15.40	15.40	16.40	16.40	15.40	15.40	15.40
Community Services	12.75	13.00	13.00	12.50	12.50	12.50	12.50	12.50	12.50	11.50
Conservation (net of golf course)	21.25	21.25	21.25	22.25	22.25	22.25	22.25	22.25	22.25	22.25
Facility and Support Services	23.74	23.74	23.74	24.19	24.19	25.69	29.14	29.14	29.14	31.04
Health	34.15	34.15	36.15	37.15	39.15	39.15	39.15	43.00	43.00	43.00
Human Resources	7.50	7.50	7.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50
Information Technology	10.00	10.00	10.00	10.00	11.00	11.00	11.00	12.00	12.00	14.00
Juvenile Court Services	12.40	15.20	15.20	14.20	14.20	14.20	14.20	14.20	14.20	14.20
Planning & Development	4.33	4.33	4.08	4.08	4.08	4.08	4.08	4.08	4.08	4.08
Recorder	13.00	13.00	13.00	12.00	12.00	11.50	11.50	11.50	11.50	11.50
Secondary Roads	33.40	33.40	35.15	35.15	35.15	35.15	35.15	35.15	35.15	35.15
Sheriff	140.70	141.70	153.15	159.65	166.10	164.10	166.30	166.35	167.35	167.35
Supervisors	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Treasurer	<u>28.60</u>	<u>28.60</u>	<u>28.60</u>	<u>28.60</u>	<u>28.60</u>	<u>28.60</u>	<u>28.60</u>	<u>28.60</u>	<u>28.60</u>	<u>27.60</u>
SUBTOTAL	396.92	400.60	415.55	418.40	427.97	428.22	432.87	437.17	438.17	441.07
Golf Course Enterprise	<u>19.35</u>	<u>19.35</u>	<u>19.35</u>	<u>19.35</u>	<u>19.35</u>	<u>19.35</u>	<u>19.35</u>	<u>19.35</u>	<u>19.35</u>	<u>19.35</u>
TOTAL	<u>416.27</u>	<u>419.95</u>	<u>434.90</u>	<u>437.75</u>	<u>447.32</u>	<u>447.57</u>	<u>452.22</u>	<u>456.52</u>	<u>457.52</u>	<u>460.42</u>

NOTE: Supplemental information may be found in the Pay Plan as included under the "Supplemental Information" blue tab.

FTE (Full Time Equivalents) STAFFING TRENDS

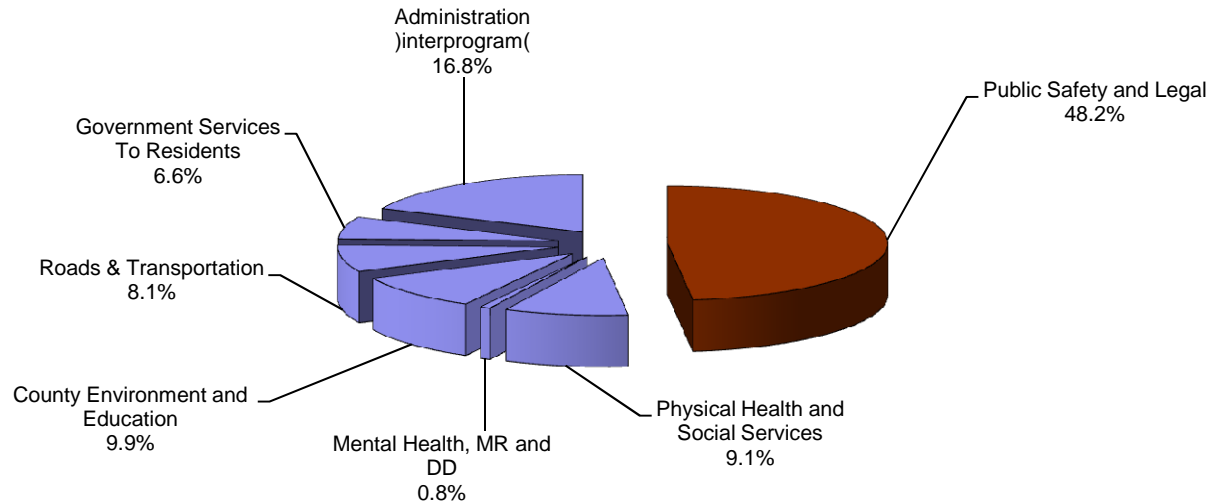
TEN YEAR COMPARISON



Total FTE's have increased by 44.15 positions and 10.6% over the past 10 years. Most of the new positions (27) have been in the Sheriff's Office due to increasing demands on the jail division with the increasing inmate population. 9.7 positions have been added to the Health Department, primarily grant funded positions or for the Jail Inmate Health program. Some departments such as Community Services, Human Resources, Recorder's office and the Treasurer's office have actually reduced their FTE's over the past 10 years

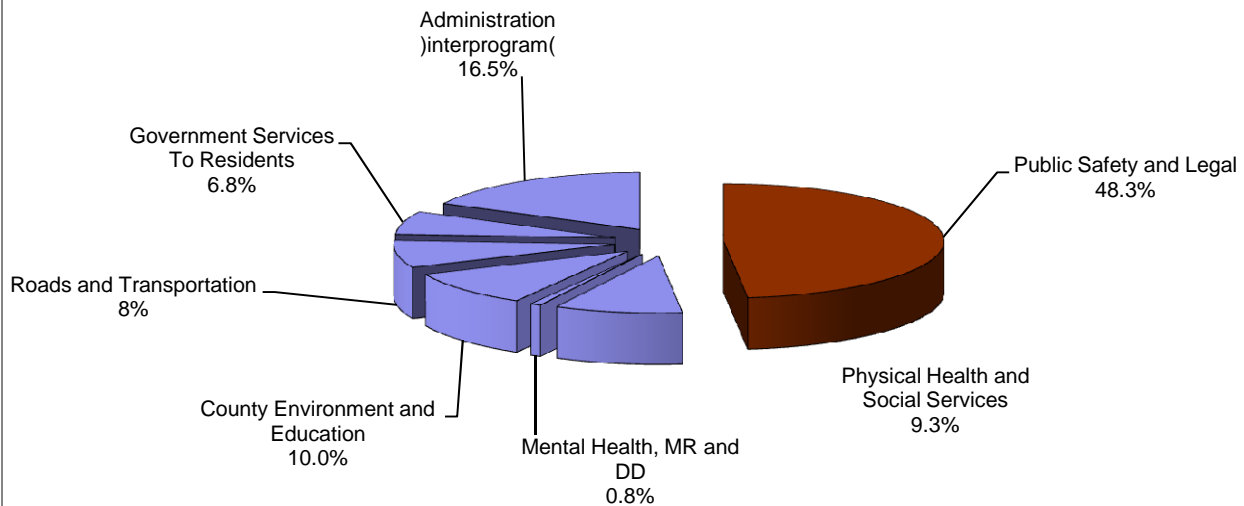
FTE (Full Time Equivalents) Staffing FY11 vs FY10 - By Service Area

FY11 BUDGET: 460.42 FTE's



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

FY10 BUDGET: 457.52 FTE's



SCOTT COUNTY FUND STATEMENT

ALL FUNDS

<u>Fund</u>	<u>Estimated Balance 07/01/10</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Estimated Balance 06/30/11</u>
Major Governmental Funds				
General Fund	\$ 10,411,275	\$ 58,242,391	\$ 58,420,058	\$ 10,233,608
Mental Health, MR & DD	685,828	14,828,767	15,514,595	-
Debt Service	2,752,104	1,576,857	2,070,455	2,258,506
Capital Improvements			-	
General	1,616,749	1,547,845	3,162,158	2,436
Electronic Equipment	12,628	477,500	-	490,128
Vehicle	-	3,500	-	3,500
Conservation Equip Reserve	88,526	71,000	44,500	115,026
Conservation CIP Reserve	<u>48,606</u>	<u>7,000</u>	<u>-</u>	<u>55,606</u>
Total Capital Improvements	1,766,509	2,106,845	3,206,658	666,696
Total Major Governmental Funds	15,615,716	76,754,860	79,211,766	13,158,810
Nonmajor Governmental Funds				
Rural Services	151,370	2,420,139	2,354,413	217,096
Recorder's Record Mgt	92,596	37,500	40,000	90,096
Secondary Roads	<u>340,789</u>	<u>5,823,422</u>	<u>5,392,500</u>	<u>771,711</u>
Total Nonmajor Governmental Funds	584,755	8,281,061	7,786,913	1,078,903
Business-Type Activities Fund				
Golf Course Enterprise	(2,000,274)	1,586,586	1,162,029	(1,575,717)
Total*	<u>\$ 14,200,197</u>	<u>\$ 86,622,507</u>	<u>\$ 88,160,708</u>	<u>\$ 12,661,996</u>

*Includes interfund transfers and non-budgeted fund activity. All funds are budgeted funds with the exception of the Golf Course Enterprise Fund as further discussed under the blue tabbed Supplemental Information section (basis of accounting) of this budget document.

SCOTT COUNTY REVENUE ESTIMATES

ALL FUNDS

<u>Fund</u>	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Revised Estimate 2009-10</u>	<u>Budget 2010-11</u>	<u>% Change From Prior Budget</u>
Major Governmental Funds					
General Fund	\$ 49,217,442	\$ 51,083,819	\$ 52,327,962	\$ 58,242,391	14.0%
Mental Health, MR & DD	15,702,241	15,314,398	13,977,738	14,828,767	-3.2%
Debt Service	843,541	872,035	863,409	1,576,857	80.8%
Capital Improvements					
General	2,336,507	2,192,440	12,552,097	1,547,845	-29.4%
Electronic Equipment	397,966	367,000	364,500	477,500	30.1%
Vehicle	16,509	7,500	3,500	3,500	-53.3%
Conservation Equip Reserve	18,090	40,277	17,855	71,000	76.3%
Conservation CIP Reserve	<u>33,056</u>	<u>-</u>	<u>7,000</u>	<u>7,000</u>	
Total Capital Improvements	2,802,128	2,607,217	12,944,952	2,106,845	-19.2%
Total Major Governmental Funds	68,565,352	69,877,469	80,114,061	76,754,860	9.8%
Nonmajor Governmental Funds					
Rural Services	2,253,380	2,372,542	2,370,148	2,420,139	2.0%
Recorder's Record Mgt	37,503	41,815	35,100	37,500	-10.3%
Secondary Roads	<u>5,342,373</u>	<u>5,748,518</u>	<u>5,519,877</u>	<u>5,823,422</u>	1.3%
Total Nonmajor Governmental Funds	7,633,256	8,162,875	7,925,125	8,281,061	1.4%
Business-Type Activities Fund					
Golf Course Enterprise	981,882	1,309,714	1,456,526	1,586,586	21.1%
Total*	<u>\$ 77,180,490</u>	<u>\$ 79,350,058</u>	<u>\$ 89,495,712</u>	<u>\$ 86,622,507</u>	9.2%

*Includes interfund transfers and non-budgeted fund activity

SCOTT COUNTY EXPENDITURE ESTIMATES

ALL FUNDS

<u>Fund</u>	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Revised Estimate 2009-10</u>	<u>Budget 2010-11</u>	<u>% Change From Prior Budget</u>
Major Governmental Funds					
General Fund	\$ 48,719,153	\$ 50,675,539	\$ 52,008,539	\$ 58,420,058	15.3%
Mental Health, MR & DD	14,560,839	15,717,029	15,005,557	15,514,595	-1.3%
Debt Service	1,342,956	1,340,650	1,340,650	2,070,455	54.4%
Capital Improvements			-	-	
General	3,495,200	4,389,165	14,376,377	3,162,158	-28.0%
Electronic Equipment	605,645	425,000	425,000	-	-100.0%
Vehicle	182,729	275,000	386,386	-	-100.0%
Conservation Equip Reserve	5,942	44,500	44,500	44,500	0.0%
Conservation CIP Reserve	-	-	-	-	
Total Capital Improvements	4,289,516	5,133,665	15,232,263	3,206,658	-37.5%
Total Major Governmental Funds	68,912,464	72,866,883	83,587,009	79,211,766	8.7%
Nonmajor Governmental Funds					
Rural Services	2,254,601	2,336,228	2,336,228	2,354,413	0.8%
Recorder's Record Mgt	37,854	40,000	82,000	40,000	0.0%
Secondary Roads	5,555,368	5,696,000	5,452,497	5,392,500	-5.3%
Total Nonmajor Governmental Funds	7,847,823	8,072,228	7,870,725	7,786,913	-3.5%
Business-Type Activities Fund					
Golf Course Enterprise	1,175,412	1,213,367	1,169,648	1,162,029	-4.2%
Total*	<u>\$ 77,935,699</u>	<u>\$ 82,152,478</u>	<u>\$ 92,627,382</u>	<u>\$ 88,160,708</u>	7.3%

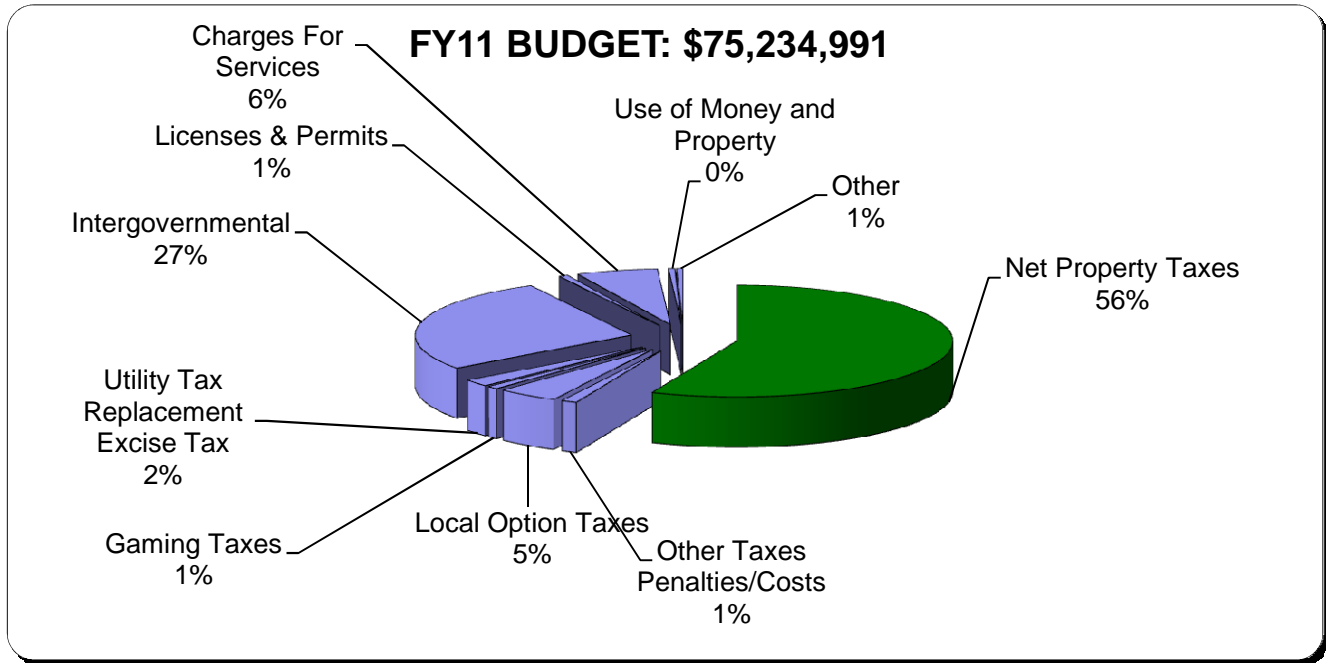
*Includes interfund transfers and non-budgeted fund activity

ALL COUNTY FUNDS - REVENUES RECONCILIATION INFORMATION

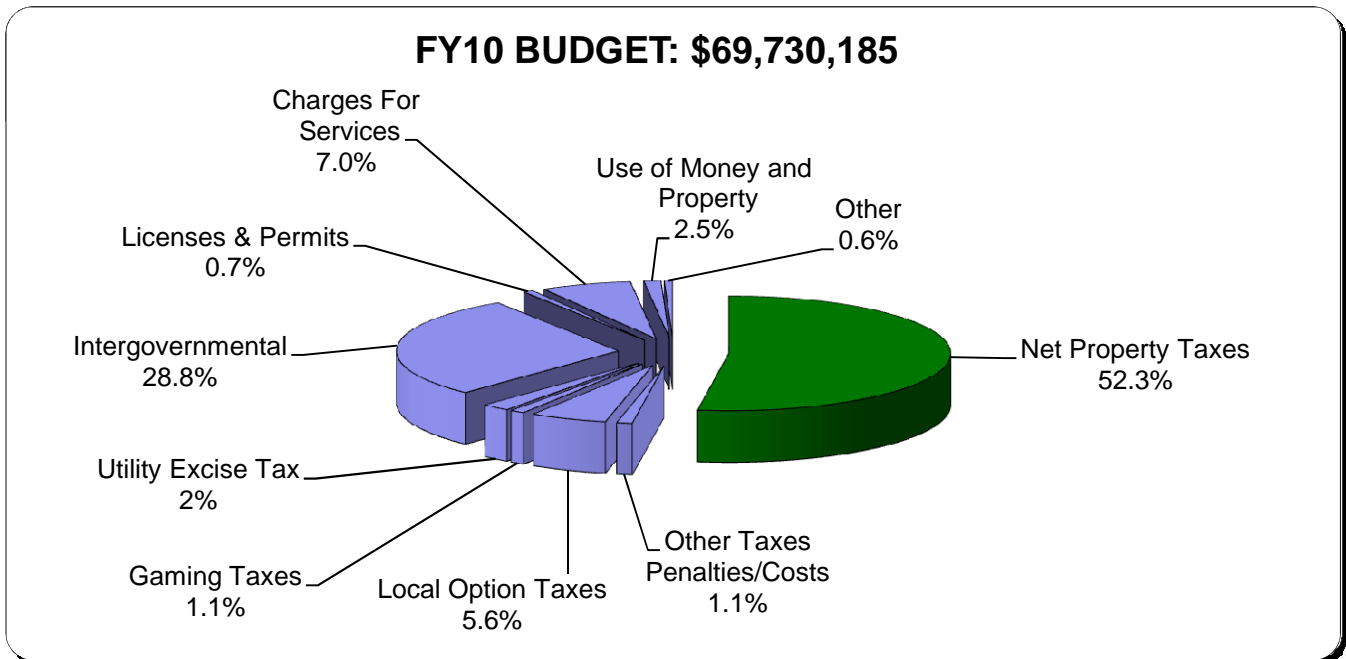
	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Revised Estimate 2009-10</u>	<u>Budget 2010-11</u>	<u>% Change From Prior Budget</u>
Revenues per summary statement	\$ 77,180,490	\$ 79,350,058	\$ 89,495,712	\$ 86,622,507	9.2%
Less transfers in:					
GENERAL BASIC					
Conservation Equipment Replc	5,942	44,500	44,500	44,500	0.0%
GENERAL SUPPLEMENTAL					
General Basic	4,300,000	4,000,000	4,045,000	4,255,000	6.4%
SECONDARY ROADS					
General Basic	636,423	655,516	655,516	655,516	0.0%
Rural Services Basic	1,775,246	1,828,503	1,828,503	1,828,503	0.0%
CAPITAL IMPROVEMENT					
General Basic	662,577	679,640	649,075	829,545	22.1%
Electronic Equipment	605,645	425,000	425,000	-	-100.0%
Vehicle Replacement	182,729	275,000	386,386	-	-100.0%
Recorder's Record Mgt	37,854	40,000	82,000	40,000	0.0%
Conservation CIP Reserve	-	-	-	-	
CONSERVATION CIP					
General Basic	15,484	-	-	-	
ELECTRONIC EQUIPMENT					
General Basic	395,000	362,000	362,000	475,000	31.2%
VEHICLE REPLACEMENT					
General Basic	-	-	-	-	
Total Transfers In	8,616,900	8,310,159	8,477,980	8,128,064	-2.2%
Less Non-Budgeted Funds					
GOLF COURSE ENTERPRISE	981,881	1,309,714	1,456,526	1,586,586	21.1%
Net Budgeted Revenues	<u>\$ 67,581,709</u>	<u>\$ 69,730,185</u>	<u>\$ 79,561,206</u>	<u>\$ 76,907,857</u>	10.3%

COUNTY REVENUES BY SOURCE

Budgeted Funds



Net property taxes represent over half of all revenues collected by the County. The increase for FY11 represents the amounts levied for the new Scott Emergency Communications Center (SECC).



REVENUE SOURCES

(excluding transfers and non-budgeted funds)

<u>Revenues</u>	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Revised Estimate 2009-10</u>	<u>Budget 2010-11</u>	<u>% Change From Prior Budget</u>
Taxes Levied on Property	\$ 35,031,015	\$ 37,429,567	\$ 37,381,692	\$ 44,306,367	18.4%
Less: Uncollected Delinq Taxes-Levy Yr	27,976	19,860	19,860	27,976	40.9%
Less: Credits To Taxpayers	<u>948,239</u>	<u>988,307</u>	<u>940,432</u>	<u>940,432</u>	-4.8%
Net Current Property Taxes	34,054,800	36,421,400	36,421,400	43,337,959	19.0%
Add: Delinquent Property Tax Revenue	<u>27,976</u>	<u>19,860</u>	<u>19,860</u>	<u>27,976</u>	40.9%
Total Net Property Taxes	34,082,776	36,441,260	36,441,260	43,365,935	19.0%
Penalties, Interest & Costs On Taxes	847,456	725,000	745,000	825,000	13.8%
Other County Taxes	<u>66,852</u>	<u>65,252</u>	<u>65,253</u>	<u>66,852</u>	2.5%
Total Other Taxes, Penalties & Costs	914,308	790,252	810,253	891,852	12.9%
Local Option Taxes	3,691,392	3,896,863	3,656,863	3,500,000	-10.2%
Gaming Taxes	748,920	735,000	625,000	625,000	-15.0%
Utility Tax Replacement Excise Tax	1,348,776	1,422,983	1,422,983	1,547,631	8.8%
Intergovernmental :					
State Shared Revenues	2,743,735	2,876,499	3,002,858	3,305,903	14.9%
State Grants & Reimbursements	9,631,926	9,525,779	8,308,630	9,540,653	0.2%
State /Federal Pass Through Grants	2,280,066	1,616,891	3,951,908	3,218,203	99.0%
State Credits Against Levied Taxes	948,239	988,307	940,432	940,432	-4.8%
Other State Credits	4,235,316	4,205,708	3,889,426	3,502,837	-16.7%
Federal Grants & Entitlements	22,194	10,000	32,500	10,000	
Contr & Reimb From Other Govts	498,566	829,453	449,930	528,419	-36.3%
Payments in Lieu of Taxes	<u>9,046</u>	<u>4,056</u>	<u>4,055</u>	<u>4,055</u>	0.0%
Subtotal Intergovernmental	20,369,088	20,056,693	20,579,739	21,050,502	5.0%
Licenses & Permits	505,300	504,120	495,220	507,870	0.7%
Charges For Services	4,516,303	4,599,593	4,585,236	4,682,773	1.8%
Use of Money & Property	840,535	864,732	298,818	360,671	-58.3%
Other:					
Miscellaneous	523,321	366,912	283,343	299,123	-18.5%
General Long Term Debt Proceeds	-	-	10,334,136	-	
Proceeds of Fixed Asset Sales	<u>40,990</u>	<u>51,777</u>	<u>28,355</u>	<u>76,500</u>	47.7%
Total Other	564,311	418,689	10,645,834	375,623	-10.3%
Total Revenues & Other Sources	<u>\$ 67,581,709</u>	<u>\$ 69,730,185</u>	<u>\$ 79,561,206</u>	<u>\$ 76,907,857</u>	10.3%

ALL COUNTY FUNDS - EXPENDITURES

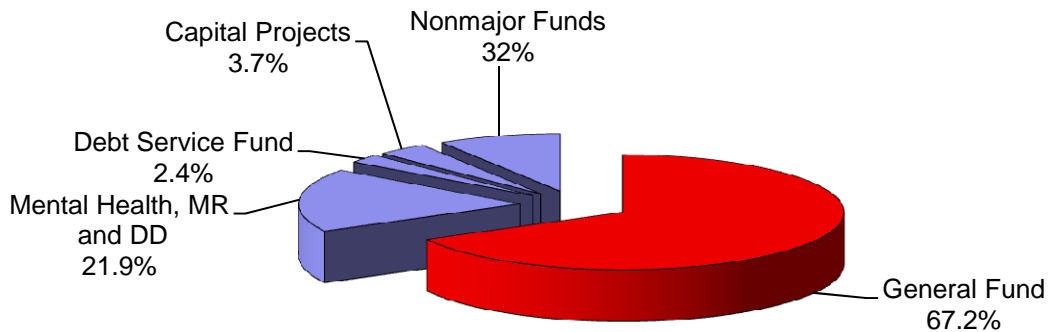
RECONCILIATION INFORMATION

	<u>Actual</u> <u>2008-09</u>	<u>Budget</u> <u>2009-10</u>	<u>Revised</u> <u>Estimate</u> <u>2009-10</u>	<u>Budget</u> <u>2010-11</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
Expenditures per summary statement	\$ 77,935,699	\$ 82,152,478	\$ 92,627,382	\$ 88,160,708	7.3%
Less transfers out:					
GENERAL BASIC					
General Supplemental	4,300,000	4,000,000	4,045,000	4,255,000	
Secondary Roads	636,423	655,516	655,516	655,516	0.0%
Capital Improvements	662,577	679,640	649,075	829,545	22.1%
Electronic Equipment	395,000	362,000	362,000	475,000	31.2%
Vehicle Replacement	15,483	-	-	-	#DIV/0!
Conservation Equipment Reserve	-	-	-	-	
Conservation CIP Reserve	-	-	-	-	
RURAL SERVICES BASIC					
Secondary Roads	1,775,246	1,828,503	1,828,503	1,828,503	0.0%
Capital Improvements	-	-	-	-	
ELECTRONIC EQUIPMENT					
Capital Improvements	605,645	425,000	425,000	-	-100.0%
VEHICLE REPLACEMENT					
Capital Improvements	182,729	275,000	386,386	-	-100.0%
CONSERVATION CIP RESERVE					
Capital Improvements	-	-	-	-	
RECORDER'S RECORD MGT					
Capital Improvements	37,854	40,000	82,000	40,000	0.0%
CONSERVATION EQUIPMENT					
General Basic	5,942	44,500	44,500	44,500	
Total Transfers Out	8,616,899	8,310,159	8,477,980	8,128,064	-2.2%
Less Non-Budgeted Funds					
GOLF COURSE ENTERPRISE	1,175,412	1,213,367	1,169,648	1,162,029	-4.2%
Net Budgeted Expenditures	<u>\$ 68,143,388</u>	<u>\$ 72,628,952</u>	<u>\$ 82,979,754</u>	<u>\$ 78,870,615</u>	8.6%

ALL COUNTY EXPENDITURES BY FUND

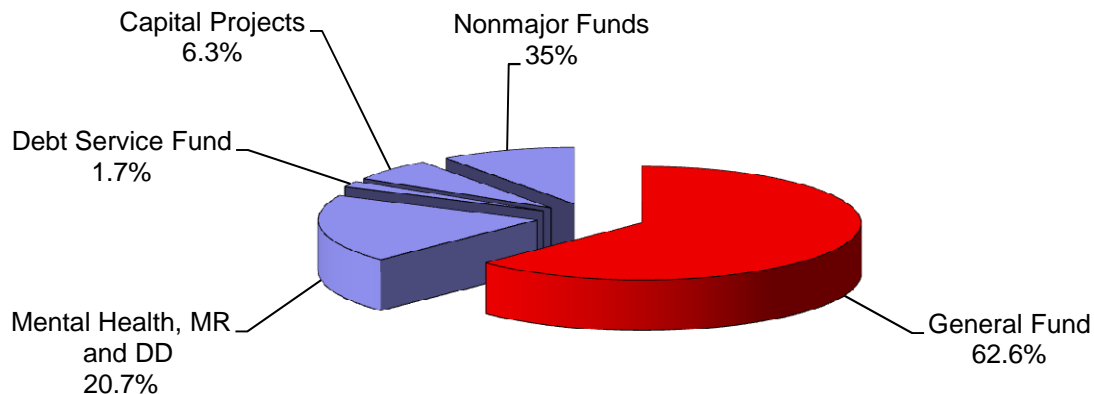
Budgeted Funds

FY11 BUDGET: \$86,998,679



This graph, which excludes transfers and non-budgeted funds, shows that the majority of County expenditures come from the General Fund. Again, the increase in General Fund expenditures relate to the new consolidated dispatch center that will open in FY11.

FY10 BUDGET: \$80,939,111



SERVICE AREA DESCRIPTIONS

PUBLIC SAFETY AND LEGAL SERVICES

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

PHYSICAL HEALTH AND SOCIAL SERVICES

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

MENTAL HEALTH, MR AND DD SERVICES

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

COUNTY ENVIRONMENT AND EDUCATION SERVICES

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

ROADS AND TRANSPORTATION SERVICES

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

GOVERNMENT SERVICES TO RESIDENTS

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

ADMINISTRATION (INTERPROGRAM) SERVICES

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

DEBT SERVICE

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

CAPITAL IMPROVEMENTS

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

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

SERVICE AREA	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Revised Estimate 2009-10</u>	<u>Budget 2010-11</u>	<u>% Change From Prior Budget</u>
Public Safety & Legal Services	19,768,037	21,096,860	22,117,798	27,452,851	30.1%
Physical Health & Social Services	6,075,938	6,450,593	6,778,848	6,738,506	4.5%
Mental Health, MR & DD	14,560,839	15,717,029	15,005,557	15,514,595	-1.3%
County Environment & Education	4,378,787	4,478,290	4,768,988	4,850,337	8.3%
Roads & Transportation	4,680,676	4,646,000	4,535,177	4,721,000	1.6%
Government Services to Residents	2,134,299	2,160,977	2,116,388	2,043,870	-5.4%
Administration (interprogram)	<u>8,711,783</u>	<u>9,179,333</u>	<u>8,902,596</u>	<u>9,526,913</u>	3.8%
SUBTOTAL OPERATING BUDGET	60,310,359	63,729,082	64,225,352	70,848,072	11.2%
Debt Service	3,463,136	3,460,705	3,460,705	4,188,885	21.0%
Capital Projects	<u>4,369,893</u>	<u>5,439,165</u>	<u>15,293,697</u>	<u>3,833,658</u>	-29.5%
TOTAL COUNTY BUDGET	<u>\$ 68,143,388</u>	<u>\$ 72,628,952</u>	<u>\$ 82,979,754</u>	<u>\$ 78,870,615</u>	8.6%

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

GOVERNMENTAL FUNDS - THREE YEAR COMPARISON

----- MAJOR GOVERNMENTAL FUNDS -----						
----- GENERAL FUND -----			----- MENTAL HEALTH, MR & DD FUND -----			
	<u>ACTUAL</u> <u>2008-09</u>	<u>PROJECTED</u> <u>2009-10</u>	<u>BUDGET</u> <u>2010-11</u>	<u>ACTUAL</u> <u>2008-09</u>	<u>PROJECTED</u> <u>2009-10</u>	<u>BUDGET</u> <u>2010-11</u>
REVENUES & OTHER FINANCING SOURCES						
Taxes Levied on Property	\$ 29,019,820	\$ 31,184,036	\$ 37,323,958	\$ 3,138,527	\$ 3,173,938	\$ 3,194,701
Less: Uncollected Delinquent Taxes-Levy Yr	23,154	16,824	23,154	2,504	1,896	2,504
Less: Credits To Taxpayers	762,519	766,372	766,372	82,469	78,279	78,279
Net Current Property Taxes	28,234,147	30,400,840	36,534,432	3,053,554	3,093,763	3,113,918
Delinquent Property Tax Revenue	23,154	16,824	23,154	2,504	1,896	2,504
Penalties, Interest & Costs On Taxes	847,456	745,000	825,000	-	-	-
Other County Taxes	4,880,229	4,915,847	4,878,387	127,227	127,626	117,866
Intergovernmental	4,760,004	6,611,518	5,945,865	12,428,937	10,713,569	11,553,595
Licenses & Permits	493,680	488,220	502,870	-	-	-
Charges For Services	4,440,019	4,531,090	4,626,227	31,633	17,046	17,046
Use of Money & Property	827,419	292,818	354,671	-	-	-
Miscellaneous	391,852	225,806	246,785	58,386	23,838	23,838
Subtotal Revenues	44,897,960	48,227,962	53,937,391	15,702,241	13,977,738	14,828,767
Other Financing Sources:						
Operating Transfers In	4,305,942	4,089,500	4,299,500	-	-	-
Proceeds of Fixed Asset Sales	13,540	10,500	5,500	-	-	-
Total Revenues & Other Sources	49,217,442	52,327,962	58,242,391	15,702,241	13,977,738	14,828,767
EXPENDITURES & OTHER FINANCING USES						
Operating:						
Public Safety & Legal Services	19,768,037	22,117,798	27,452,851	-	-	-
Physical Health & Social Services	6,075,938	6,778,848	6,738,506	-	-	-
Mental Health, MR & DD	-	-	-	14,560,839	15,005,557	15,514,595
County Environment & Education	3,899,432	4,261,263	4,324,427	-	-	-
Roads & Transportation	-	-	-	-	-	-
Government Services to Residents	2,134,299	2,116,388	2,043,870	-	-	-
Administration (interprogram)	8,711,784	8,902,596	9,526,913	-	-	-
Debt Service	2,120,180	2,120,055	2,118,430	-	-	-
Capital Projects	-	-	-	-	-	-
Subtotal Expenditures	42,709,670	46,296,948	52,204,997	14,560,839	15,005,557	15,514,595
Other Financing Uses:						
Operating Transfers Out	6,009,483	5,711,591	6,215,061	-	-	-
Total Expenditures & Other Uses	48,719,153	52,008,539	58,420,058	14,560,839	15,005,557	15,514,595
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	498,289	319,423	(177,667)	1,141,402	(1,027,819)	(685,828)
Beginning Fund Balance - July 1,	\$ 9,592,558	\$ 10,090,847	\$ 10,410,270	\$ 572,245	\$ 1,713,647	\$ 685,828
Ending Fund Balance - June 30,	\$ 10,090,847	\$ 10,410,270	\$ 10,232,603	\$ 1,713,647	\$ 685,828	\$ -

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

GOVERNMENTAL FUNDS - THREE YEAR COMPARISON

----- MAJOR GOVERNMENTAL FUNDS -----						
----- DEBT SERVICE FUND -----			----- CAPITAL PROJECTS FUND -----			
	<u>ACTUAL</u> <u>2008-09</u>	<u>PROJECTED</u> <u>2009-10</u>	<u>BUDGET</u> <u>2010-11</u>	<u>ACTUAL</u> <u>2008-09</u>	<u>PROJECTED</u> <u>2009-10</u>	<u>BUDGET</u> <u>2010-11</u>
REVENUES & OTHER FINANCING SOURCES						
Taxes Levied on Property	\$ 693,874	\$ 729,030	\$ 1,438,304	\$ -	\$ -	\$ -
Less: Uncollected Delinquent Taxes-Levy Yr	607	414	607	-	-	-
Less: Credits To Taxpayers	17,472	9,971	9,971	-	-	-
Net Current Property Taxes	675,795	718,645	1,427,726	-	-	-
Delinquent Property Tax Revenue	607	414	607	-	-	-
Other County Taxes	26,706	27,888	49,216	748,920	625,000	625,000
Intergovernmental	140,433	116,462	99,307	75,000	29,800	37,800
Use of Money & Property	-	-	-	10,775	6,000	6,000
Miscellaneous	-	-	-	40,695	27,700	22,500
Subtotal Revenues	843,541	863,409	1,576,856	875,390	688,500	691,300
Other Financing Sources:						
General Long Term Debt Proceeds	-	-	-	-	10,334,136	-
Operating Transfers In	-	-	-	1,899,288	1,904,461	1,344,545
Proceeds of Fixed Asset Sales	-	-	-	27,450	17,855	71,000
Total Revenues & Other Sources	843,541	863,409	1,576,856	2,802,128	12,944,952	2,106,845
EXPENDITURES & OTHER FINANCING USES						
Operating:						
Debt Service	1,342,956	1,340,650	2,070,455	-	-	-
Capital Projects	-	-	-	3,495,200	14,376,377	3,162,158
Subtotal Expenditures	1,342,956	1,340,650	2,070,455	3,495,200	14,376,377	3,162,158
Other Financing Uses:						
Refunded Debt Payments	-	-	-	-	-	-
Operating Transfers Out	-	-	-	794,316	855,886	44,500
Total Expenditures & Other Uses	1,342,956	1,340,650	2,070,455	4,289,516	15,232,263	3,206,658
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(499,415)	(477,241)	(493,599)	(1,487,388)	(2,287,311)	(1,099,813)
Beginning Fund Balance - July 1,	\$ 3,728,760	\$ 3,229,346	\$ 2,752,105	\$ 5,541,208	\$ 4,053,820	\$ 1,766,509
Ending Fund Balance - June 30,	\$ 3,229,346	\$ 2,752,105	\$ 2,258,506	\$ 4,053,820	\$ 1,766,509	\$ 666,696

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

GOVERNMENTAL FUNDS - THREE YEAR COMPARISON

	----- NONMAJOR FUNDS -----			----- ALL GOVERNMENTAL FUNDS -----		
	<u>ACTUAL</u> <u>2008-09</u>	<u>PROJECTED</u> <u>2009-10</u>	<u>BUDGET</u> <u>2010-11</u>	<u>ACTUAL</u> <u>2008-09</u>	<u>PROJECTED</u> <u>2009-10</u>	<u>BUDGET</u> <u>2010-11</u>
REVENUES & OTHER FINANCING SOURCES						
Taxes Levied on Property	\$ 2,178,794	\$ 2,294,688	\$ 2,349,405	\$ 35,031,015	\$ 37,381,692	\$ 44,306,367
Less: Uncollected Delinquent Taxes-Levy Yr	1,712	726	1,712	27,976	19,860	27,976
Less: Credits To Taxpayers	85,779	85,810	85,810	948,239	940,432	940,432
Net Current Property Taxes	2,091,303	2,208,152	2,261,883	34,054,800	36,421,400	43,337,959
Delinquent Property Tax Revenue	1,712	726	1,712	27,976	19,860	27,976
Penalties, Interest & Costs On Taxes	-	-	-	847,456	745,000	825,000
Other County Taxes	72,858	73,738	69,013	5,855,940	5,770,099	5,739,483
Intergovernmental	2,964,714	3,108,390	3,413,935	20,369,088	20,579,739	21,050,502
Licenses & Permits	11,620	7,000	5,000	505,300	495,220	507,870
Charges For Services	44,651	37,100	39,500	4,516,303	4,585,236	4,682,773
Use of Money & Property	2,341	-	-	840,535	298,818	360,671
Miscellaneous	32,388	6,000	6,000	523,321	283,344	299,123
Subtotal Revenues	5,221,587	5,441,106	5,797,043	67,540,719	69,198,716	76,831,357
Other Financing Sources:						
General Long Term Debt Proceeds	-	-	-	-	10,334,136	-
Operating Transfers In	2,411,669	2,484,019	2,484,019	8,616,900	8,477,980	8,128,064
Proceeds of Fixed Asset Sales	-	-	-	40,990	28,355	76,500
Total Revenues & Other Sources	7,633,256	7,925,125	8,281,062	76,198,609	88,039,187	85,035,921
EXPENDITURES & OTHER FINANCING USES						
Operating:						
Public Safety & Legal Services	-	-	-	19,768,037	22,117,798	27,452,851
Physical Health & Social Services	-	-	-	6,075,938	6,778,848	6,738,506
Mental Health, MR & DD	-	-	-	14,560,839	15,005,557	15,514,595
County Environment & Education	479,355	507,725	525,910	4,378,787	4,768,988	4,850,337
Roads & Transportation	4,680,676	4,535,177	4,721,000	4,680,676	4,535,177	4,721,000
Government Services to Residents	-	-	-	2,134,299	2,116,388	2,043,870
Administration (interprogram)	-	-	-	8,711,784	8,902,596	9,526,913
Debt Service	-	-	-	3,463,136	3,460,705	4,188,885
Capital Projects	874,692	917,320	671,500	4,369,892	15,293,698	3,833,658
Subtotal Expenditures	6,034,723	5,960,222	5,918,410	68,143,388	82,979,755	78,870,615
Other Financing Uses:						
Refunded Debt Payments	-	-	-	-	-	-
Operating Transfers Out	1,813,100	1,910,503	1,868,503	8,616,900	8,477,980	8,128,064
Total Expenditures & Other Uses	7,847,823	7,870,725	7,786,913	76,760,288	91,457,735	86,998,679
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(214,567)	54,400	494,149	(561,679)	(3,418,548)	(1,962,758)
Beginning Fund Balance - July 1,	\$ 744,923	\$ 530,356	\$ 584,756	\$ 20,179,692	\$ 19,618,013	\$ 16,199,465
Ending Fund Balance - June 30,	\$ 530,356	\$ 584,756	\$ 1,078,905	\$ 19,618,013	\$ 16,199,465	\$ 14,236,707



APPROPRIATION SUMMARY BY PROGRAMS WITHIN DEPARTMENT

(excluding transfers and non-budgeted funds)

	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Revised Estimate 2009-10</u>	<u>Budget 2010-11</u>	<u>% Change From Prior Budget</u>
ADMINISTRATION	\$ 550,425	\$ 436,703	\$ 450,622	\$ 459,914	5.3%
General Administration	550,425	436,703	450,622	459,914	5.3%
ATTORNEY	\$ 2,428,904	\$ 2,495,920	\$ 2,521,481	\$ 2,619,537	5.0%
County Attorney Administration	289,703	305,897	307,310	291,804	-4.6%
Criminal Prosecution	1,865,257	1,926,161	1,947,805	1,994,091	3.5%
Corporation Counsel/Civil	273,944	263,862	266,366	333,642	26.4%
AUDITOR	\$ 1,392,409	\$ 1,441,640	\$ 1,445,079	\$ 1,299,666	-9.8%
Auditor Administration	190,216	196,569	185,613	188,448	-4.1%
Elections	606,301	574,886	559,361	445,538	-22.5%
Business Finance	335,355	376,870	407,690	367,246	-2.6%
Taxation	260,537	293,315	292,415	298,434	1.7%
CAPITAL IMPROVEMENTS	\$ 2,786,481	\$ 3,697,053	\$ 13,691,802	\$ 2,427,113	-34.4%
General Capital Improvements	2,786,481	3,697,053	13,691,802	2,427,113	-34.4%
COMMUNITY SERVICES	\$ 8,819,709	\$ 9,306,940	\$ 9,114,619	\$ 9,149,949	-1.7%
Community Services Administration	126,272	132,423	132,580	139,511	5.4%
General Relief	724,580	766,459	702,614	684,998	-10.6%
Veteran Services	104,362	135,751	117,718	131,926	-2.8%
Chemical Dep & Other Services	310,300	314,488	278,360	267,480	-14.9%
MH-DD Services	7,554,195	7,957,819	7,883,347	7,926,034	-0.4%
CONSERVATION (net of golf course)	\$ 3,980,460	\$ 4,005,713	\$ 4,293,033	\$ 4,401,799	9.9%
Conservation Administration	408,453	441,678	766,453	773,066	75.0%
Parks & Recreation	2,595,285	2,568,261	2,525,885	2,609,164	1.6%
Conservation Capital Projects	708,720	692,112	684,575	735,045	6.2%
Wapsi River Environmental Center	268,002	303,662	316,120	284,524	-6.3%
DEBT SERVICES	\$ 1,342,956	\$ 1,340,650	\$ 1,340,650	\$ 2,070,455	54.4%
Solid Waste Bonds	577,533	576,040	576,040	583,885	1.4%
River Renaissance Bonds	457,328	455,515	455,515	-	-100.0%
GIS Bonds	308,095	309,095	309,095	309,695	0.2%
SECC Equipment Bonds	-	-	-	749,725	0.0%
River Renaissance Refunding Bonds	-	-	-	427,150	0.0%

	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Revised Estimate 2009-10</u>	<u>Budget 2010-11</u>	<u>% Change From Prior Budget</u>
FACILITY & SUPPORT SERVICES	<u>\$ 3,239,933</u>	<u>\$ 3,333,463</u>	<u>\$ 3,222,604</u>	<u>\$ 3,313,622</u>	-0.6%
FSS Administration	220,872	230,818	236,049	241,745	4.7%
Maint of Buildings & Grounds	1,669,968	1,728,577	1,659,904	1,689,668	-2.3%
Custodial Services	519,061	540,281	537,755	575,842	6.6%
Support Services	830,032	833,787	788,896	806,367	6.6%
HEALTH DEPARTMENT	<u>\$ 5,609,818</u>	<u>\$ 6,052,099</u>	<u>\$ 6,702,583</u>	<u>\$ 6,496,720</u>	7.3%
Administration	539,194	577,708	596,614	611,291	5.8%
Medical Examiner	306,929	328,144	314,204	317,475	-3.3%
Jail Inmate Health	1,146,038	1,312,133	1,295,089	1,299,489	-1.0%
Emergency Medical Services	202,269	216,477	447,371	230,447	6.5%
Clinical Services	864,917	925,017	909,402	912,864	-1.3%
Community Relations & Planning	1,810,932	1,847,377	2,337,299	2,337,640	26.5%
Environmental Health	739,539	845,243	802,604	787,514	-6.8%
HUMAN SERVICES	<u>\$ 224,200</u>	<u>\$ 309,891</u>	<u>\$ 262,275</u>	<u>\$ 265,983</u>	-14.2%
Administrative Support	65,148	82,207	77,752	77,252	-6.0%
Case Management	159,052	227,684	184,523	188,731	-17.1%
INFORMATION TECHNOLOGY	<u>\$ 1,299,245</u>	<u>\$ 1,436,964</u>	<u>\$ 1,428,666</u>	<u>\$ 1,948,950</u>	35.6%
Administration	125,250	130,200	131,192	132,529	1.8%
Information Processing	1,173,995	1,306,764	1,297,474	1,816,421	39.0%
JUVENILE COURT SERVICES	<u>\$ 867,890</u>	<u>\$ 996,426</u>	<u>\$ 970,500</u>	<u>\$ 996,146</u>	0.0%
Juvenile Detention Center	867,890	996,426	970,500	996,146	0.0%
NON-DEPARTMENTAL	<u>\$ 4,410,627</u>	<u>\$ 4,657,723</u>	<u>\$ 5,747,183</u>	<u>\$ 5,657,759</u>	21.5%
Non-Departmental	547,943	773,165	927,175	890,150	15.1%
Court Support Costs	144,613	149,905	149,205	128,145	-14.5%
Other Law Enforcement Costs	2,459,143	2,431,191	3,507,124	3,404,698	40.0%
Flood Emergency Costs	4,642	-	-	-	0.0%
Risk Management Program	1,143,152	1,191,662	1,089,879	1,160,966	-2.6%
Hotel/Motel Unit	24,451	38,000	-	-	100.0%
Jail Alternatives	86,683	73,800	73,800	73,800	0.0%
-	-	-	-	-	-
HUMAN RESOURCES	<u>\$ 376,930</u>	<u>\$ 403,344</u>	<u>\$ 401,655</u>	<u>\$ 400,539</u>	-0.7%
Human Resource Management	376,930	403,344	401,655	400,539	-0.7%
PLANNING & DEVELOPMENT	<u>\$ 351,703</u>	<u>\$ 394,594</u>	<u>\$ 390,436</u>	<u>\$ 392,802</u>	-0.5%
P & D Administration	124,150	137,663	137,463	138,374	0.5%
Code Enforcement	208,104	238,231	237,773	239,228	0.4%
Tax Deed Properties	19,449	18,700	15,200	15,200	-18.7%

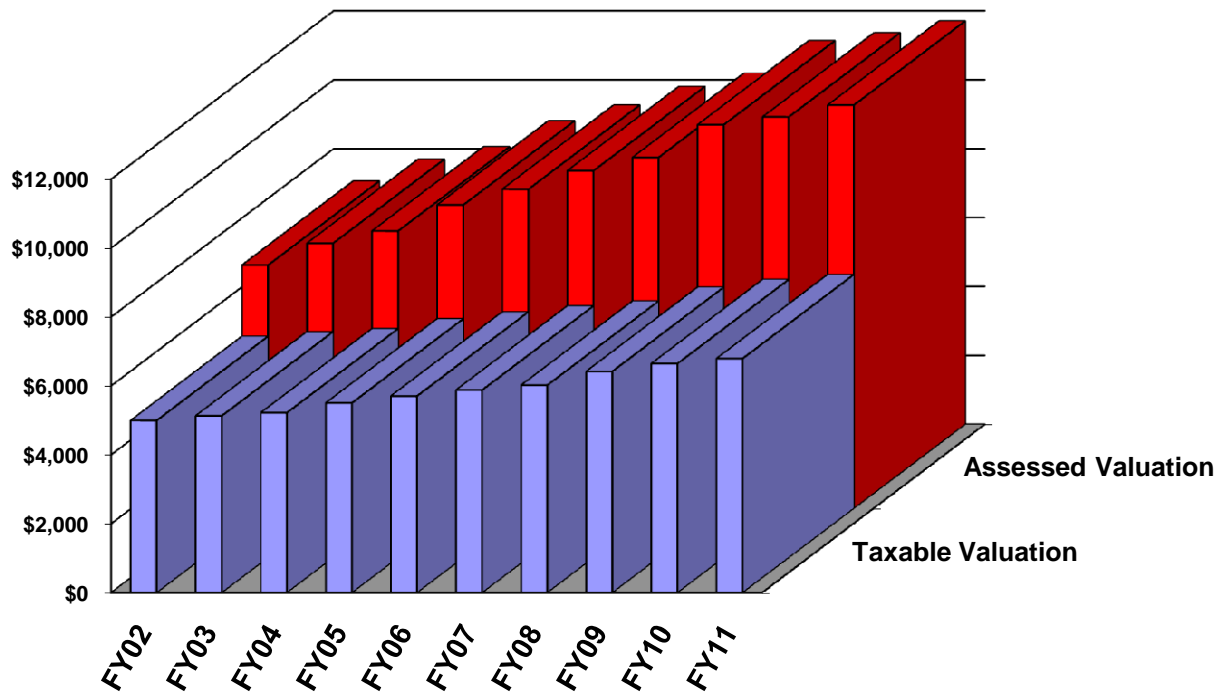
	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Revised Estimate 2009-10</u>	<u>Budget 2010-11</u>	<u>% Change From Prior Budget</u>
RECORDER	<u>\$ 714,940</u>	<u>\$ 754,422</u>	<u>\$ 756,789</u>	<u>\$ 766,003</u>	1.5%
Recorder Administration	146,517	148,670	149,437	149,986	0.9%
Public Records	413,052	437,399	438,499	442,724	1.2%
Vital Records	155,371	168,353	168,853	173,293	2.9%
SECONDARY ROADS	<u>\$ 5,555,368</u>	<u>\$ 5,696,000</u>	<u>\$ 5,452,497</u>	<u>\$ 5,392,500</u>	-5.3%
Administration	154,296	174,500	174,500	179,500	2.9%
Engineering	426,776	421,000	421,000	373,000	-11.4%
Bridges & Culverts	158,004	210,000	200,000	240,000	14.3%
Roads	1,534,656	1,619,000	1,594,500	1,646,000	1.7%
Snow & Ice Control	408,278	282,500	326,000	353,000	25.0%
Traffic Controls	157,556	181,500	165,500	176,500	-2.8%
Road Clearing	185,634	160,000	160,000	160,000	0.0%
New Equipment	236,701	470,000	361,177	380,000	-19.1%
Equipment Operations	1,035,663	996,500	1,048,500	1,086,500	9.0%
Tools, Materials & Supplies	34,848	67,000	61,000	62,500	-6.7%
Real Estate & Buildings	348,264	64,000	23,000	64,000	0.0%
Roadway Construction	874,692	1,050,000	917,320	671,500	-36.0%
SHERIFF	<u>\$ 13,380,769</u>	<u>\$ 14,205,499</u>	<u>\$ 13,770,526</u>	<u>\$ 12,726,879</u>	-10.4%
Sheriff Administration	284,373	303,760	368,154	371,496	22.3%
Patrol	2,291,749	2,590,539	2,573,920	2,569,963	-0.8%
Jail/Prisoner Transportation	7,183,840	7,430,747	6,959,222	7,067,715	-4.9%
Civil Deputies	373,920	371,209	359,097	341,459	-8.0%
Communications/Records	1,289,144	1,391,371	1,257,336	166,785	-88.0%
Investigations	890,848	944,351	1,104,137	1,040,980	10.2%
Bailiffs/Courthouse Security	738,200	823,573	796,104	821,004	-0.3%
Civil-Clerical	328,695	349,949	352,556	347,477	-0.7%
SUPERVISORS	<u>\$ 258,670</u>	<u>\$ 265,914</u>	<u>\$ 271,780</u>	<u>\$ 273,257</u>	2.8%
Supervisors, Board of	258,670	265,914	271,780	273,257	2.8%
TREASURER	<u>\$ 1,709,344</u>	<u>\$ 1,816,560</u>	<u>\$ 1,757,370</u>	<u>\$ 1,777,855</u>	-2.1%
Treasurer Administration	169,801	179,267	179,267	181,278	1.1%
Tax Administration	439,949	472,275	416,626	397,871	-15.8%
Motor Vehicle Registration-CH	443,486	469,539	417,686	451,785	-3.8%
County General Store	350,800	357,630	378,052	376,044	5.1%
Accounting/Finance	305,308	337,849	365,739	370,877	9.8%

	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Revised Estimate 2009-10</u>	<u>Budget 2010-11</u>	<u>% Change From Prior Budget</u>
AUTHORIZED AGENCIES:					
BI-STATE REGIONAL COMMISSION	\$ 69,025	\$ 71,096	\$ 71,096	\$ 86,096	21.1%
Regional Planning/Technical Assistance	69,025	71,096	71,096	86,096	21.1%
BUFFALO AMBULANCE	\$ 42,650	\$ 32,650	\$ 32,650	\$ 32,650	0.0%
Buffalo-Emergency Care & Transfer	42,650	32,650	32,650	32,650	0.0%
CENTER FOR ALCOHOL/DRUG SERV	\$ 488,047	\$ 490,331	\$ 490,331	\$ 490,331	0.0%
Outpatient Services	38,860	40,000	40,000	30,000	-25.0%
Residential Services	285,442	295,432	295,432	295,432	0.0%
Jail Based Assessment & Treatment	163,745	154,899	154,899	164,899	
CENTER FOR ACTIVE SENIORS	\$ 228,423	\$ 233,750	\$ 233,750	\$ 213,750	-8.6%
Outreach to Older Persons	113,900	117,317	117,317	117,317	0.0%
Transportation for Older Persons	41,600	42,300	42,300	22,300	-47.3%
Day Care for Older Persons	14,286	14,286	14,286	14,286	0.0%
Volunteer Services for Older Person	40,340	41,550	41,550	41,550	0.0%
Leisure Services for Older Persons	18,297	18,297	18,297	18,297	0.0%
COMMUNITY HEALTH CARE	\$ 344,673	\$ 355,013	\$ 355,013	\$ 355,013	0.0%
Health Services-Comm Services	291,727	302,067	302,067	302,067	0.0%
Health Services-Other	52,946	52,946	52,946	52,946	0.0%
EMERGENCY MANAGEMENT AGENC	\$ 335,357	\$ 341,041	\$ 341,041	\$ 6,917,154	1928.2%
Emergency Preparedness	35,357	41,041	41,041	38,000	-7.4%
Emergency Communications (SECC)	300,000	300,000	300,000	6,879,154	
DURANT AMBULANCE	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	0.0%
Durant-Emergency Care & Transfer	20,000	20,000	20,000	20,000	0.0%
HANDICAPPED DEVELOPMENT CTR	\$ 1,867,628	\$ 2,524,228	\$ 2,163,826	\$ 2,387,024	-5.4%
Residential Program	1,255,747	1,609,041	1,355,671	1,494,037	-7.1%
Vocational Services	592,915	707,202	636,327	699,466	-1.1%
Developmental Services	18,966	207,985	171,828	193,521	-7.0%
HUMANE SOCIETY	\$ 32,036	\$ 33,317	\$ 33,317	\$ 33,317	0.0%
Animal Shelter	32,036	33,317	33,317	33,317	0.0%
COUNTY LIBRARY	\$ 479,355	\$ 507,725	\$ 507,725	\$ 525,910	3.6%
Library Resources & Services	479,355	507,725	507,725	525,910	3.6%

	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Revised Estimate 2009-10</u>	<u>Budget 2010-11</u>	<u>% Change From Prior Budget</u>
MEDIC E.M.S.	\$ -	\$ -	\$ -	\$ -	0.0%
Emergency Medical Services	-	-	-	-	0.0%
QC CONVENTION/VISITORS BUREAU	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	0.0%
Regional Tourism Development	70,000	70,000	70,000	70,000	0.0%
QUAD CITIES FIRST	\$ 37,957	\$ 37,957	\$ 37,957	\$ 37,957	0.0%
Regional Economic Development	37,957	37,957	37,957	37,957	0.0%
VERA FRENCH CMHC	\$ 4,827,456	\$ 4,864,326	\$ 4,630,898	\$ 4,863,965	0.0%
Outpatient Services	1,415,811	1,458,706	1,458,706	1,458,706	0.0%
Community Support Services	454,665	468,599	430,710	468,599	0.0%
Community Services	66,554	68,550	68,549	68,550	0.0%
Case Management	680,092	701,109	701,109	701,109	0.0%
Inpatient Services	78,651	80,901	80,901	80,901	0.0%
Residential	1,444,200	1,378,551	1,378,724	1,378,191	0.0%
Day Treatment Services	282,619	332,538	305,622	332,538	0.0%
Case Monitoring	199,433	163,750	84,220	163,750	0.0%
Employment Services	80,709	83,100	56,197	83,100	0.0%
Jail Case Management	124,722	128,522	66,160	128,521	0.0%
TOTAL ALL DEPTS/AGENCIES	<u>\$ 68,143,388</u>	<u>\$ 72,628,952</u>	<u>\$ 82,979,754</u>	<u>\$ 78,870,615</u>	8.6%

TAXABLE VALUATIONS vs 100% ASSESSMENTS

TEN YEAR COMPARISON (in million \$'s)



Currently due to a State applied rollback to residential & ag property, taxable values are only at 58% of the County's fully assessed residential property values, which is down from 58.49% in the previous year

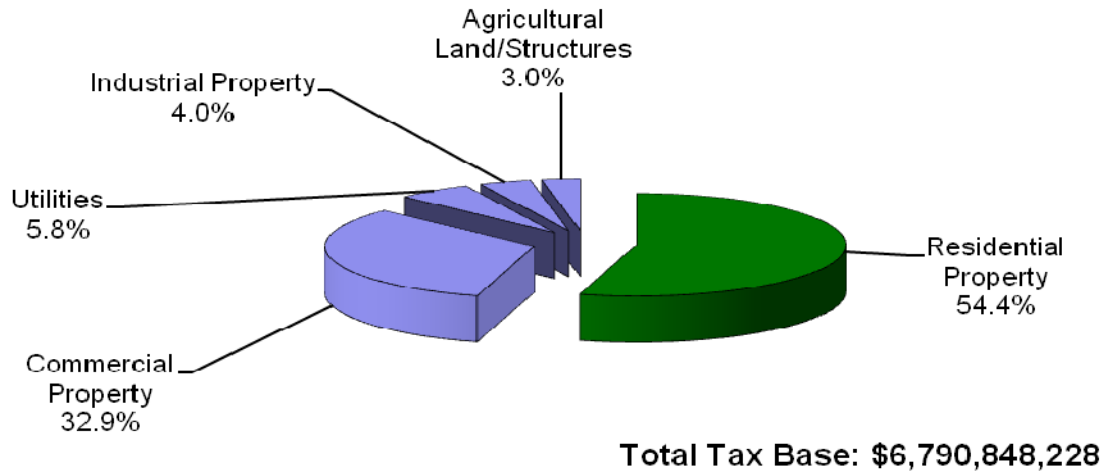
ASSESSED AND TAXABLE VALUES OF TAXABLE PROPERTY TEN FISCAL YEAR COMPARISON

Fiscal Year	----- Real Property -----		----- Personal Property -----	
	<u>Taxable Value</u>	<u>Assessed Value</u>	<u>Taxable Value</u>	<u>Assessed Value</u>
2001-02	4,494,546,377	6,542,552,088	128,389,476	128,389,476
2002-03	4,697,380,131	7,262,052,360	55,912,460	55,912,460
2003-04	4,812,295,795	7,645,182,637	5,356,152	5,356,152
2004-05	5,087,898,264	8,391,908,958	-	-
2005-06	5,299,824,281	8,858,213,729	-	-
2006-07	5,479,723,470	9,401,603,691	-	-
2007-08	5,628,344,599	9,795,520,756	-	-
2008-09	6,020,385,508	10,733,575,164	-	-
2009-10	6,239,157,174	10,954,497,393		
2010-11	6,311,929,756	11,226,765,828		

----- 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>
373,127,833	373,127,833	4,996,063,686	7,044,069,397	70.9%	218,666,744
376,312,988	376,928,465	5,129,605,579	7,694,893,285	66.7%	226,164,092
402,785,799	403,680,208	5,220,437,746	8,054,218,997	64.8%	232,697,034
416,619,162	416,632,167	5,504,517,426	8,808,541,125	62.5%	213,970,420
405,323,627	405,323,627	5,705,147,908	9,263,537,356	61.6%	235,146,048
398,968,382	398,999,188	5,878,691,852	9,800,602,879	60.0%	235,262,665
390,812,695	390,812,695	6,019,157,294	10,186,333,451	59.1%	301,116,369
400,072,952	400,092,597	6,420,458,460	11,133,667,761	57.7%	330,175,178
407,227,695	407,227,695	6,646,384,869	11,361,725,088	58.5%	369,081,487
478,918,472	478,918,472	6,790,848,228	11,705,684,300	58.0%	371,448,594

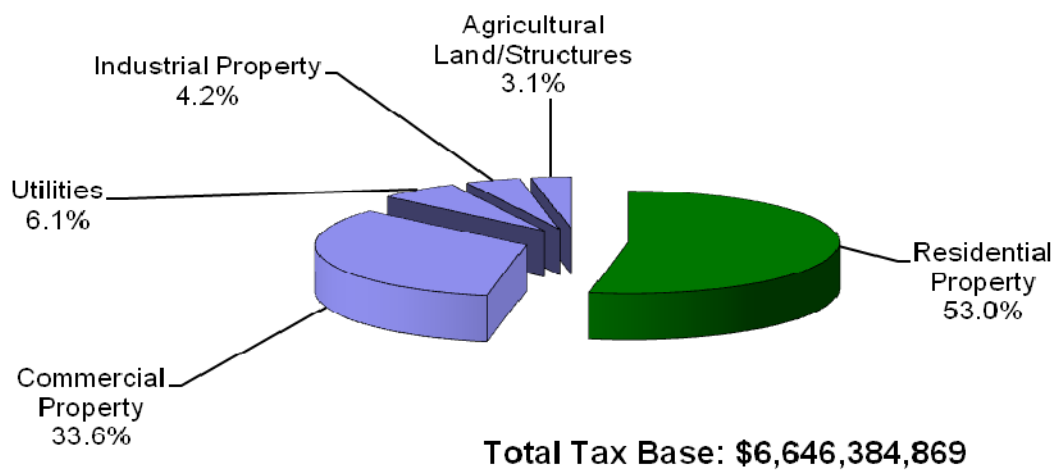
TAXABLE VALUATION BY CLASS OF PROPERTY

FY11 TAXABLE VALUATION



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

FY10 TAXABLE VALUATION



TAXABLE PROPERTY VALUATION COMPARISON

	January 1,2008 For FY10	% of Total	January 1,2009 For FY11	% of Total	Amount Change	% Change
COUNTY-WIDE						
Residential Property	3,522,876,192	53.0%	3,694,634,108	54.4%	171,757,916	4.9%
Commercial Property	2,236,313,362	33.6%	2,231,338,919	32.9%	(4,974,443)	-0.2%
Utilities	407,227,695	6.1%	392,178,581	5.8%	(15,049,114)	-3.7%
Industrial Property	275,957,492	4.2%	272,349,143	4.0%	(3,608,349)	-1.3%
Agricultural Land/Structures	204,010,128	3.1%	200,347,477	3.0%	(3,662,651)	-1.8%
Total	<u>6,646,384,869</u>	<u>100.0%</u>	<u>6,790,848,228</u>	<u>100.0%</u>	<u>144,463,359</u>	<u>2.2%</u>
UNINCORPORATED AREAS						
Residential Property	453,046,527	57.9%	476,561,884	59.7%	23,515,357	5.2%
Commercial Property	58,914,931	7.5%	60,732,217	7.6%	1,817,286	3.1%
Utilities	93,321,061	11.9%	86,736,891	10.9%	(6,584,170)	-7.1%
Industrial Property	1,761,870	0.2%	1,734,420	0.2%	(27,450)	-1.6%
Agricultural Land/Structures	175,733,170	22.4%	172,851,860	21.6%	(2,881,310)	-1.6%
Total	<u>782,777,559</u>	<u>100.0%</u>	<u>798,617,272</u>	<u>100.0%</u>	<u>15,839,713</u>	<u>2.0%</u>
Property in Cities	5,863,607,310	88.2%	5,992,230,956	88.2%	128,623,646	2.2%
Property in Rural Areas	<u>782,777,559</u>	<u>11.8%</u>	<u>798,617,272</u>	<u>11.8%</u>	<u>15,839,713</u>	<u>2.0%</u>
Total	<u>6,646,384,869</u>	<u>100.0%</u>	<u>6,790,848,228</u>	<u>100.0%</u>	<u>144,463,359</u>	<u>2.2%</u>

EXCLUDED VALUES FROM COUNTY'S OVERALL TAX BASE:	January 1,2008 For FY10	January 1,2009 For FY11	Amount Change	% Change
Tax Increment Financing District Values	369,081,487	371,448,594	2,367,107	0.6%
Military Exemptions	18,475,621	18,279,390	(196,231)	-1.1%
Utilities/Railroads Rollback Amount	0	119,280,194	119,280,194	
Ag Land/Structures Rollback Amount	13,394,328	102,481,639	89,087,311	665.1%
Commercial Rollback Amount	0	0	0	
Residential Rollback Amount	4,314,388,782	4,303,346,255	(11,042,527)	-0.3%
Total Rollback Loss	<u>4,327,783,111</u>	<u>4,525,108,088</u>	<u>197,324,977</u>	<u>4.6%</u>
Total Excluded Values	<u>4,715,340,219</u>	<u>4,914,836,072</u>	<u>199,495,853</u>	<u>4.2%</u>
Percent of Tax Base Excluded	<u>41.5%</u>	<u>42.0%</u>		
100% Valuation	<u>11,361,725,088</u>	<u>11,705,684,300</u>		

PROPERTY TAX LEVY COMPARISON

ALL FUNDS

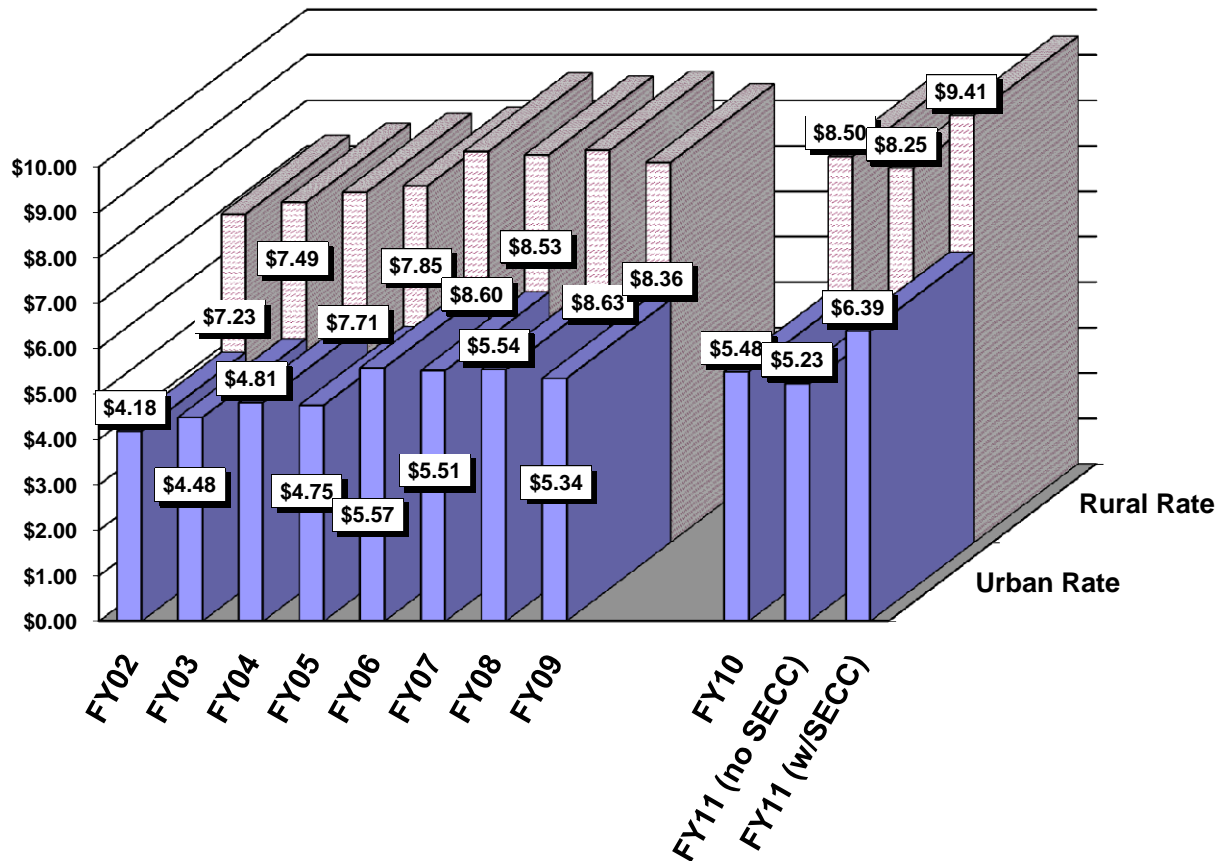
	----- 2009-10 Budget -----		----- 2010-11 Budget -----		
	<u>Levy Amount</u>	<u>Levy Rate Per \$1,000 Taxable Valuation</u>	<u>Levy Amount</u>	<u>Levy Rate Per \$1,000 Taxable Valuation</u>	<u>Levy Amount % Incr -Decr</u>
General Fund	\$ 32,416,279	\$ 4.87728	\$ 38,647,940	\$ 5.69118	19.2%
Special Revenue Fund					
MH-DD	3,308,032	0.54958	3,308,032	0.48713	0.0%
Debt Service Fund	<u>764,610</u>	<u>0.11354</u>	<u>1,486,570</u>	<u>0.20756</u>	
Total County-Wide Levy	\$ 36,488,921	\$ 5.48399 ⁽¹⁾	\$ 43,442,542	\$ 6.38587 ⁽¹⁾	19.1%
Special Revenue Fund (rural only)					
Rural Services Basic	<u>2,363,628</u>	<u>3.01954</u> ⁽²⁾	<u>2,411,457</u>	<u>3.01954</u> ⁽²⁾	2.0%
Total Gross Levy	\$ 38,852,549	\$ 8.50353	\$ 45,853,999	\$ 9.40541	18.0%
Less State Replacement Credits Against Levied Taxes	<u>1,422,982</u>		<u>1,547,631</u>		8.8%
Total Net Levy	<u>\$ 37,429,567</u>	<u>\$ 8.50353</u> ⁽³⁾	<u>\$ 44,306,368</u>	<u>\$ 9.40541</u> ⁽³⁾	18.4%

⁽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 levy rate increase for FY06 was due to the voter approved jail expansion/renovation. The levy rate increase for FY11 is due to SECC (Scott Emergency Communication Center) county-wide consolidated dispatch center.

MAJOR GOVERNMENTAL FUNDS

GENERAL FUND

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

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

An objective of maintaining the General Fund as a self-funding entity, revenues and/or available balances must be provided to support expense levels during the entire fiscal year. Consequently, the fund balance or working balance is estimated or projected at a level sufficient to fund the first three months of a new fiscal year prior to the receipt of property tax revenues in October. (In Iowa property taxes are paid in two installments due September 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
2001-02	6,954,514
2002-03	6,372,309
2003-04	5,488,379
2004-05	4,637,761
2005-06	5,479,818
2006-07	5,306,330
2007-08	5,590,880
2008-09	5,862,176
2009-10 (Projected)	6,003,152
2010-11 (Projected)	6,072,072

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, 2011 balance is projected to be slightly below this minimum (13.3%, without SECC funding). We expect fund balance to increase slightly, even though the County continues to experience rough economic times. The Board of Supervisors has cut expenses in order to match the loss in revenues, to preserve fund balance. The Board plans to return the General Fund Balance back to its

15% minimum balance as the economy returns to its pre-recession state. In the meantime, the Board will watch fund balance to ensure minimum balances to get the county through these difficult financial times.

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. Because of the current economic climate, the County has not transferred General Fund tax dollars to the Capital Projects Fund. It is hoped that this transfer will return once the County recovers from the economic crisis.

The local option sales tax revenue represents approximately 6% of total revenues to the General Fund in FY11. This is down from previous fiscal years, as the County continues to see sales tax revenue decrease due to the economic times. **All estimated local option tax revenues are used to reduce the General Fund property tax requirement for the ensuing fiscal year.**

Budgeted expenditures (net of transfers) within the General Fund are increasing 15.3% over FY10 due to the new Scott Emergency Communications Center (SECC).

The Public Safety service area is increasing 25%. This increase is due to the property tax funding of Scott Emergency Communications Center (SECC). SECC was formed by a 28E (intergovernmental agreement) to consolidate all of the Police and Fire dispatch services for Scott County. This funding will pay all operational costs as well as the dept service for the equipment and building.

Physical Health and Social Services is decreasing by .6%, due to a slight decrease in grants received for the year. County Environment and Education is increasing 1.5% due to increases in the Conservation Department primarily for salary and benefits. Government Services to Residents is decreasing by 3.3% due to projected election costs which vary from year to year depending on the number of special elections.

The Administration (interprogram) service area expenditures are increasing 8.5% because of an increase in the amount of pass through grant expenditures, as the amount of grant revenue is expected to increase for FY11 due to ARRA (stimulus) grants. Debt Service costs in the General Fund is for the debt amortization of the jail bonds to the Public Safety Authority as discussed above.

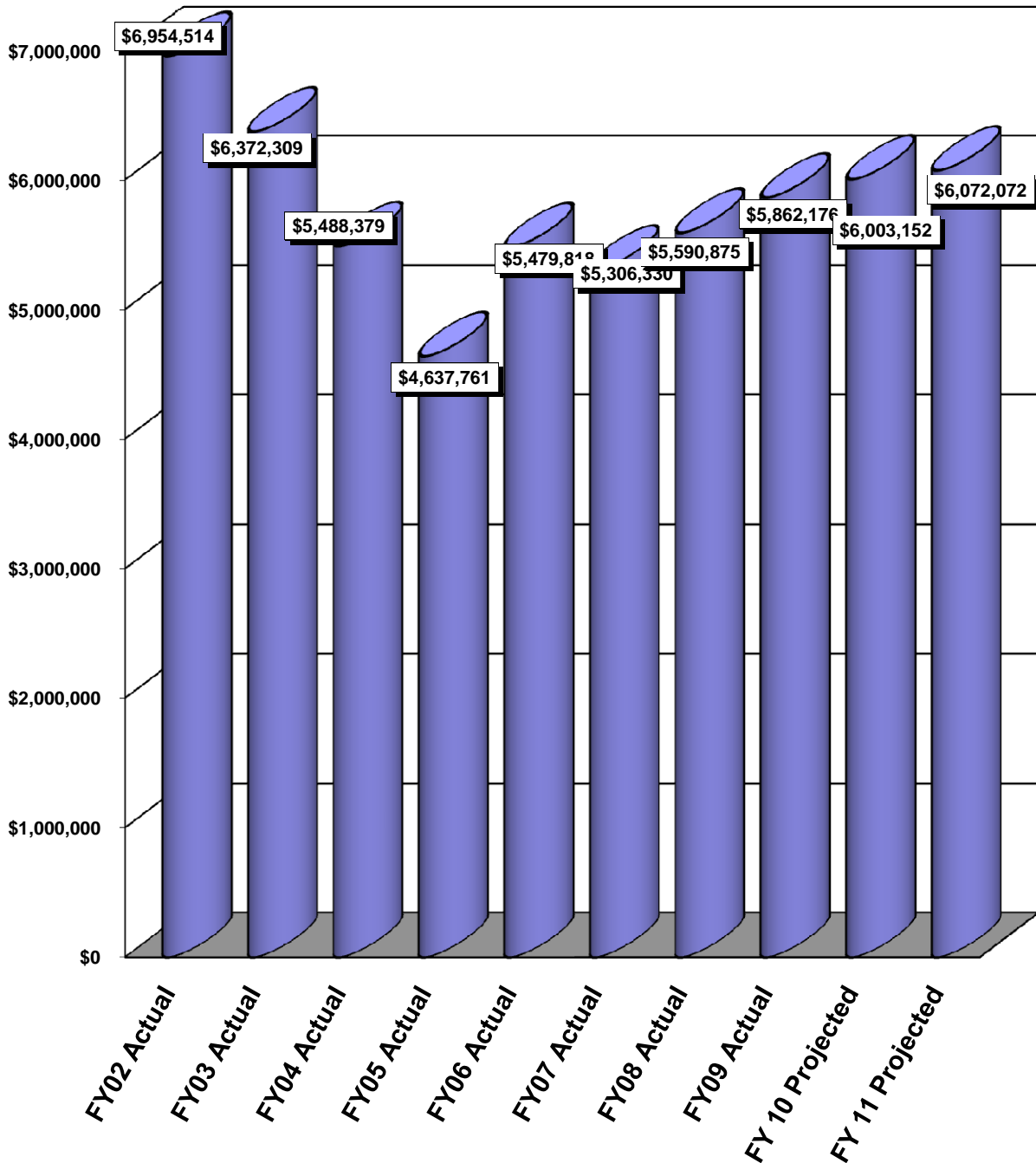
The General Fund is comprised of two levying funds - the General Basic Fund and the General Supplemental Fund. The General Basic Fund has a \$3.50 rate per \$1,000 taxable valuation limitation. The General Supplemental Fund is for specific services and expenditures as outlined in Section 331.424 of the Code of Iowa and include such services as elections, court services, joint authority rental (debt) payments (see the above discussion about the Public Safety Authority created for the jail project), employee benefit costs, emergency management services, and risk management service (see Financial Management Policies in the Supplemental Information section of this budget document for a complete listing). Current law requires counties to levy the General Basic Fund maximum levy prior to utilizing the General Supplemental Fund levy. The FY11

General Basic levy rate is at the \$3.50 limit with the General Supplemental Fund at a \$2.19118 levy rate amount.

GENERAL FUND TOTAL FUND STATEMENT

	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Revised Estimate 2009-10</u>	<u>Budget 2010-11</u>	<u>% Change From Prior Budget</u>
Beginning balance, July 1	\$ 9,592,558	\$ 8,669,860	\$ 10,090,847	\$ 10,411,275	20.1%
Revenues	<u>49,217,442</u>	<u>51,083,819</u>	<u>52,327,962</u>	<u>58,242,391</u>	14.0%
Funds available	58,810,000	59,753,679	62,419,814	68,653,666	14.9%
Expenditures	<u>48,719,153</u>	<u>50,675,539</u>	<u>52,008,539</u>	<u>58,420,058</u>	15.3%
Ending Balance, June 30	<u>\$ 10,090,847</u>	<u>\$ 9,078,140</u>	<u>\$ 10,411,275</u>	<u>\$ 10,233,608</u>	12.7%
Less:					
Amount reserved for advance to Golf Course Enterprise Fund				3,207,314	
Amount reserved for notes receivable				116,175	
Amount reserved for County Conservation sewage treatment				222,551	
Amount designated for IBNR claims liabilities				<u>589,331</u>	
Unreserved/Undesignated Ending Balance				<u>\$ 6,098,237</u>	

GENERAL FUND UNRESERVED ENDING FUND BALANCE TEN YEAR COMPARISON



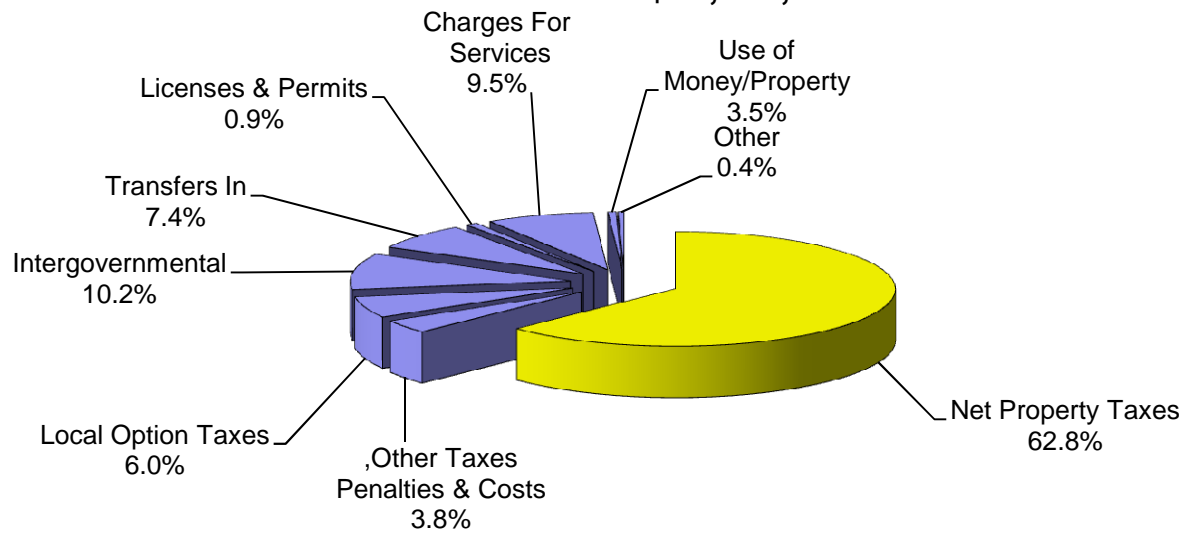
The recommended FY11 General Fund Unreserved ending fund balance is expected to increase by \$68,920 from FY10 projected levels. The FY11 Fund Balance represents 11.6% of General Fund expenditures. Without SECC funding, the percentage is 13.3%. In future years, SECC will be required to maintain their own fund balance reserve. The Board's Financial Management Policy requires a 15% General Fund balance.

GENERAL FUND TOTAL REVENUE SOURCES

	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Revised Estimate 2009-10</u>	<u>Budget 2010-11</u>	<u>% Change From Prior Budget</u>
Taxes Levied on Property	\$ 29,019,820	\$ 31,209,899	\$ 31,184,036	\$ 37,323,958	19.6%
Less: Uncollected Delinquent Taxes-Lev	23,154	16,824	16,824	23,154	37.6%
Less: Credits To Taxpayers	762,519	792,235	766,372	766,372	-3.3%
Net Current Property Taxes	28,234,147	30,400,840	31,967,232	36,534,432	20.2%
Add: Delinquent Property Tax Revenue	23,154	16,824	16,824	23,154	37.6%
 Total Net Property Taxes	 28,257,301	 30,417,664	 30,417,664	 36,557,586	 20.2%
 Penalties, Interest & Costs On Taxes	 847,456	 725,000	 745,000	 825,000	 13.8%
Other County Taxes	54,405	52,604	52,603	54,405	3.4%
Total Other Taxes, Penalties & Costs	901,861	777,604	797,603	879,405	13.1%
 Local Option Taxes	 3,691,392	 3,896,863	 3,656,863	 3,500,000	 -10.2%
Utility Tax Replacement Excise Tax	1,134,432	1,206,381	1,206,381	1,323,982	9.7%
 Intergovernmental :					
State Shared Revenues	-	-	-	-	
State Grants & Reimbursements	3,669,945	3,355,617	5,483,299	4,755,002	41.7%
State Credits Against Levied Taxes	762,519	792,235	766,372	766,372	-3.3%
Other State Credits	18,642	19,202	19,202	19,202	0.0%
Federal Grants & Entitlements	22,194	10,000	32,500	10,000	
Contr & Reimb From Other Govts	277,658	346,613	306,090	391,234	12.9%
Payments in Lieu of Taxes	9,046	4,055	4,055	4,055	0.0%
Subtotal Intergovernmental	4,760,004	4,527,722	6,611,518	5,945,865	31.3%
 Licenses & Permits	 493,680	 501,120	 488,220	 502,870	 0.3%
Charges For Services	4,440,019	4,536,321	4,531,090	4,626,227	2.0%
Use of Money & Property	827,419	847,232	292,818	354,671	-58.1%
 Other:					
Fines, Forfeitures & Defaults	120,749	71,900	53,600	91,150	26.8%
Miscellaneous	271,102	245,012	172,205	155,635	-36.5%
Proceeds of Fixed Asset Sales	13,540	11,500	10,500	5,500	-52.2%
Total Other	405,391	328,412	236,305	252,285	-23.2%
 Total Revenues before transfers	 44,911,499	 47,039,319	 48,238,462	 53,942,891	 14.7%
 Transfers in from:					
General Basic	4,300,000	4,000,000	4,045,000	4,255,000	
Conservation Equipment Reserve	5,943	44,500	44,500	44,500	
Total transfers in	4,305,943	4,044,500	4,089,500	4,299,500	
 GRAND TOTAL REVENUES	 <u>\$ 49,217,442</u>	 <u>\$ 51,083,819</u>	 <u>\$ 52,327,962</u>	 <u>\$ 58,242,391</u>	 14.0%

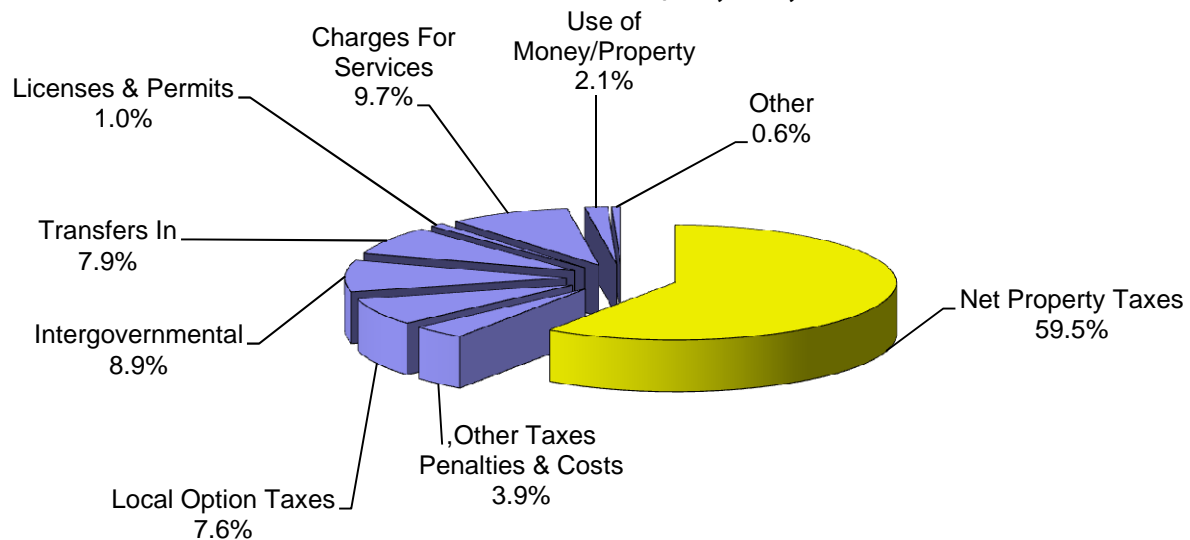
GENERAL FUND REVENUES BY TYPE

FY11 BUDGET: \$58,242,391



The percentage of revenues received from net property taxes has increased from approximately 59.5% to 62.8% for FY10 and FY11. This increase is because the new Scott Emergency Communication Center is funded primarily by local property tax dollars.

FY10 BUDGET : \$51,083,819

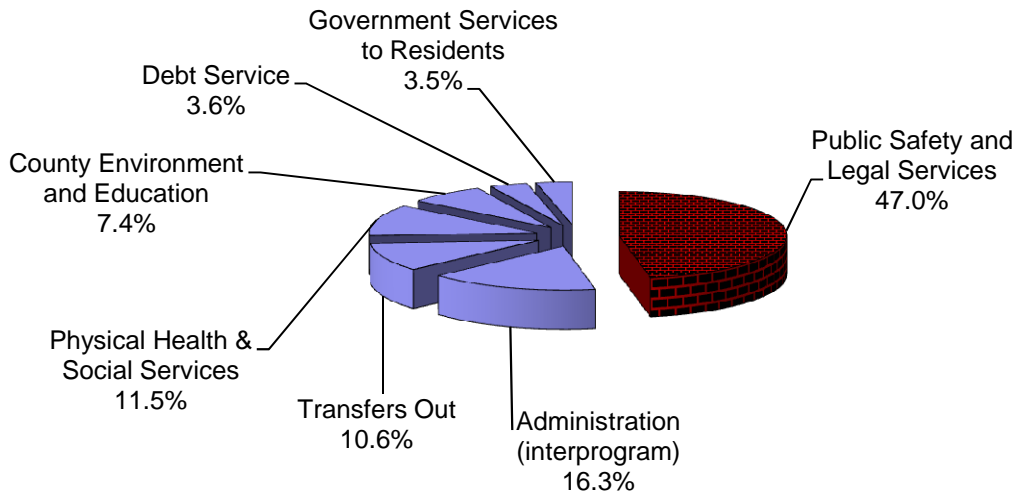


GENERAL FUND EXPENDITURES BY SERVICE AREA

	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Revised Estimate 2009-10</u>	<u>Budget 2010-11</u>	<u>% Change From Prior Budget</u>
SERVICE AREA					
Public Safety & Legal Services	\$ 19,768,037	\$ 21,096,860	\$ 22,117,798	\$ 27,452,851	30.1%
Physical Health & Social Services	6,075,938	6,450,593	6,778,848	6,738,506	4.5%
County Environment & Education	3,899,432	3,970,565	4,261,263	4,324,427	8.9%
Government Services to Residents	2,134,299	2,160,977	2,116,388	2,043,870	-5.4%
Administration (interprogram)	8,711,784	9,179,333	8,902,596	9,526,913	3.8%
Debt Service	<u>2,120,180</u>	<u>2,120,055</u>	<u>2,120,055</u>	<u>2,118,430</u>	-0.1%
SUBTOTAL BEFORE TRANSFERS	42,709,670	44,978,383	46,296,948	52,204,997	16.1%
Transfers out to:					
General Supplemental	4,300,000	4,000,000	4,045,000	4,255,000	6.4%
Secondary Roads	636,423	655,516	655,516	655,516	0.0%
Capital Improvements	662,577	679,640	649,075	829,545	22.1%
Vehicle Replacement	395,000	-	-	-	0.0%
Electronic Equipment	15,483	362,000	362,000	475,000	31.2%
Conservation Equipment Reserve	-	-	-	-	
Conservation CIP Reserve	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total transfers	6,009,483	5,697,156	5,711,591	6,215,061	9.1%
GRAND TOTAL EXPENDITURES	<u>\$ 48,719,153</u>	<u>\$ 50,675,539</u>	<u>\$ 52,008,539</u>	<u>\$ 58,420,058</u>	15.3%

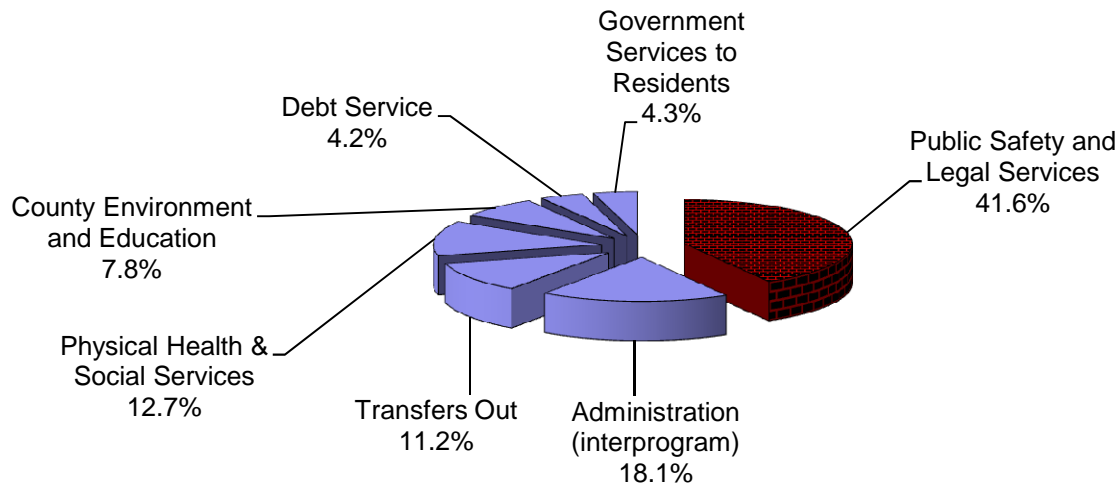
GENERAL FUND EXPENDITURES BY SERVICE AREA

FY11 BUDGET: \$58,420,058



This graph shows that the single largest General Fund expense category is for Public Safety & Legal Services costs. The amount for transfers out includes countywide property tax funding for the Secondary Roads budget.

FY10 BUDGET: \$50,675,539



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)

In 1996 the Iowa State Legislature capped the dollar amount on the local property tax levy for this fund in the future. This was done to build a partnership between the state and the counties. Inflationary increases will be allowed by State legislation. 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 major fund with future limited cost increases will have a dramatic positive impact on future General Fund balances requirements.

Due to State budget concerns over the years, State MH-DD funding has been severely reduced and never fully restored. The County's MH-DD Advisory Committee has developed a listing of various prioritized cost reduction recommendations to the Board of Supervisors should State funding not be restored or if the State does not allow for local property tax flexibility for MH-DD expenditures. The county needed to implement cost reductions during FY10, primarily because the State did not allocate growth dollars for FY10 and implemented a 10% across the board cut in September of 2009. The State MH/DD fund lost approximately \$22 million in FY10 from those two actions. The counties still benefited from the Federal stimulus monies which reduced the county's share of Medicaid match and ultimately reduced the overall costs to the county. However with the growth allocation scooped and the 10% across the board cuts, the benefits of the stimulus money have been wiped out for many counties.

MENTAL HEALTH, MR & DD FUND

FUND STATEMENT

<u>Fund</u>	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Revised Estimate 2009-10</u>	<u>Budget 2010-11</u>	<u>% Change From Prior Budget</u>
Beginning balance, July 1	\$ 572,243	\$ 660,056	\$ 1,713,645	\$ 685,828	3.9%
Revenues	<u>15,702,241</u>	<u>15,314,399</u>	<u>13,977,738</u>	<u>14,828,767</u>	-3.2%
Funds available	16,274,484	15,974,455	15,691,383	15,514,595	-2.9%
Expenditures	<u>14,560,839</u>	<u>15,717,029</u>	<u>15,005,555</u>	<u>15,514,595</u>	-1.3%
Ending Balance, June 30	<u>\$ 1,713,645</u>	<u>\$ 257,426</u>	<u>\$ 685,828</u>	<u>\$ -</u>	-100.0%

MH-DD FUND

REVENUE SOURCES

<u>Fund</u>	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Revised Estimate 2009-10</u>	<u>Budget 2010-11</u>	<u>% Change From Prior Budget</u>
REVENUES					
Taxes Levied on Property	\$ 3,138,527	\$ 3,184,929	\$ 3,173,938	\$ 3,194,701	0.3%
Less: Uncollected Delinquent Taxes-Lev	2,504	1,896	1,896	2,504	32.1%
Less: Credits To Taxpayers	<u>82,469</u>	<u>89,270</u>	<u>78,279</u>	<u>78,279</u>	-12.3%
Net Current Property Taxes	3,053,554	3,093,763	3,093,763	3,113,918	0.7%
Add: Delinquent Property Tax Revenue	<u>2,504</u>	<u>1,896</u>	<u>1,896</u>	<u>2,504</u>	32.1%
Total Net Property Taxes	3,056,058	3,095,659	3,095,659	3,116,422	0.7%
Other County Taxes	<u>4,535</u>	<u>4,523</u>	<u>4,523</u>	<u>4,535</u>	0.3%
Total Other Taxes, Penalties & Costs	4,535	4,523	4,523	4,535	0.3%
Utility Tax Replacement Excise Tax	122,693	123,103	123,103	113,331	-7.9%
Intergovernmental :					
State Grants & Reimbursements	8,131,949	7,777,053	6,767,239	7,993,854	2.8%
State Credits Against Levied Taxes	82,469	89,270	78,279	78,279	-12.3%
Other State Credits	<u>4,214,519</u>	<u>4,184,333</u>	<u>3,868,051</u>	<u>3,481,462</u>	-16.8%
Subtotal Intergovernmental	12,428,937	12,050,656	10,713,569	11,553,595	-4.1%
Charges For Services	31,632	24,457	17,046	17,046	-30.3%
Other:					
Miscellaneous	<u>58,386</u>	<u>16,000</u>	<u>23,838</u>	<u>23,838</u>	49.0%
Total Other	58,386	16,000	23,838	23,838	49.0%
GRAND TOTAL REVENUES	<u>\$ 15,702,241</u>	<u>\$ 15,314,398</u>	<u>\$ 13,977,738</u>	<u>\$ 14,828,767</u>	-3.2%

MH-DD FUND

EXPENDITURE DETAIL

	<u>Actual</u> <u>2008-09</u>	<u>Budget</u> <u>2009-10</u>	<u>Revised</u> <u>Estimate</u> <u>2009-10</u>	<u>Budget</u> <u>2010-11</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
MH-DD SERVICE AREA					
Mental Health					
Info & Education Services	33,277	35,100	35,100	35,100	0.0%
General Administration	26,671	25,726	29,569	30,327	17.9%
Coordination Services	27,961	36,829	34,411	36,946	0.3%
Personal & Environ Support	7,237	8,321	7,357	7,343	-11.8%
Treatment Services	1,579,463	1,621,168	1,621,780	1,639,946	1.2%
Licensed/Certified Living Arrangements	49,239	66,115	65,755	54,100	-18.2%
Vocational & Day Services	13,452	-	-	-	-
Instit/Hospital/Commitment Services	259,959	374,072	344,590	341,945	-8.6%
Total Mental Health	<u>1,997,259</u>	<u>2,167,331</u>	<u>2,138,562</u>	<u>2,145,707</u>	-1.0%
Chronic Mental Illness					
Info & Education Services	33,277	33,450	33,449	33,450	0.0%
General Administration	139,521	131,835	248,401	142,806	8.3%
Coordination Services	1,104,265	1,073,185	948,921	1,089,054	1.5%
Personal & Environ Support	438,344	367,086	390,825	409,992	11.7%
Treatment Services	969,954	985,145	968,616	1,005,717	2.1%
Vocational & Day Services	450,175	205,308	155,391	413,672	101.5%
Licensed/Certified Living Arrangements	1,127,893	1,399,101	1,311,830	1,131,842	-19.1%
Instit/Hospital/Commitment Services	651,063	457,064	665,908	500,069	9.4%
Total Chronic Mental Illness	<u>4,914,492</u>	<u>4,652,174</u>	<u>4,723,341</u>	<u>4,726,602</u>	1.6%
Mental Retardation					
General Administration	112,487	120,311	139,937	143,160	19.0%
Coordination Services	186,037	265,041	222,589	228,103	-13.9%
Personal & Environ Support	886,422	719,953	950,807	996,118	38.4%
Treatment Services	14,248	24,846	24,467	26,061	4.9%
Vocational & Day Services	716,127	981,856	929,500	1,021,913	4.1%
Licensed/Certified Living Arrangements	4,748,839	5,538,470	4,924,352	5,159,571	-6.8%
Instit/Hospital/Commitment Services	907,490	1,061,376	857,975	968,279	-8.8%
Total Mental Retardation	<u>7,571,650</u>	<u>8,711,853</u>	<u>8,049,627</u>	<u>8,543,205</u>	-1.9%
Developmental Disabilities					
General Administration	4,486	6,191	6,563	6,659	7.6%
Coordination Services	4,772	2,056	2,340	2,185	6.3%
Personal & Environ Support	149	201	201	201	0.0%
Vocational & Day Services	8,489	23,515	23,515	23,515	0.0%
Licensed/Certified Living Arrangements	59,354	153,708	61,408	66,521	-56.7%
Instit/Hospital/Commitment Services	188	-	-	-	-
Total Developmental Disabilities	<u>77,438</u>	<u>185,671</u>	<u>94,027</u>	<u>99,081</u>	-46.6%
MH-DD Holding Account	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Grand total MH-DD expenditures	<u>\$ 14,560,839</u>	<u>\$ 15,717,029</u>	<u>\$ 15,005,557</u>	<u>\$ 15,514,595</u>	-1.3%

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, 2010, four current general obligation bonds outstanding amounts to \$17,190,000. The County issued solid waste disposal bonds issued in June 1995 (refunded bond issue in 2007) on behalf of the Scott Solid Waste Commission. There is no property tax levy to retire the solid waste disposal bond debt, as user fees from the Scott Solid Waste Commission fund debt service. The second outstanding issue is for General Obligation Urban Renewal Bonds issued in May 2002 (refunded bond issue in 2009) for the River Renaissance Project. The voters (73% vote) approved these bonds in October 2001. The River Renaissance project is a \$113 million dollar effort to revitalize downtown Davenport. The third issue is GIS bonds issued in FY07. Finally, in FY10, the County issued bonds to fund Emergency Equipment for the new Scott Emergency Communication Center. **The following is a summary of the general obligation bonds outstanding as of July 1, 2010 for the Solid Waste Disposal Bond issue:**

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2010-11	495,000	88,885	583,885	3.70%
2011-12	515,000	70,570	585,570	3.70%
2012-13	535,000	51,515	586,515	3.75%
2013-14	555,000	31,453	586,453	3.75%
2014-15	280,000	10,640	290,640	3.80%
	\$2,380,000	\$253,063	\$2,633,063	

The following is a summary of the general obligation bonds outstanding as of July 1, 2010 for the River Renaissance Project bond issue:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2010-11	350,000	77,150	427,150	2.50%
2011-12	370,000	68,400	438,400	2.50%
2012-13	380,000	59,150	439,150	2.50%
2013-14	395,000	49,650	444,650	3.00%
2014-15 & after	1,260,000	76,500	1,336,500	3.00%
	\$2,755,000	\$330,850	\$3,085,850	

The following is a summary of the general obligation bonds outstanding as of July 1, 2010 for the GIS Bond issue:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2010-11	245,000	64,695	309,695	4.00%
2011-12	250,000	54,895	304,895	4.00%
2012-13	260,000	44,895	304,895	4.00%
2013-14	275,000	34,495	309,495	4.00%
2014-15 & after	580,000	35,590	615,590	4.0% & 4.10%
	1,610,000	234,570	1,844,570	

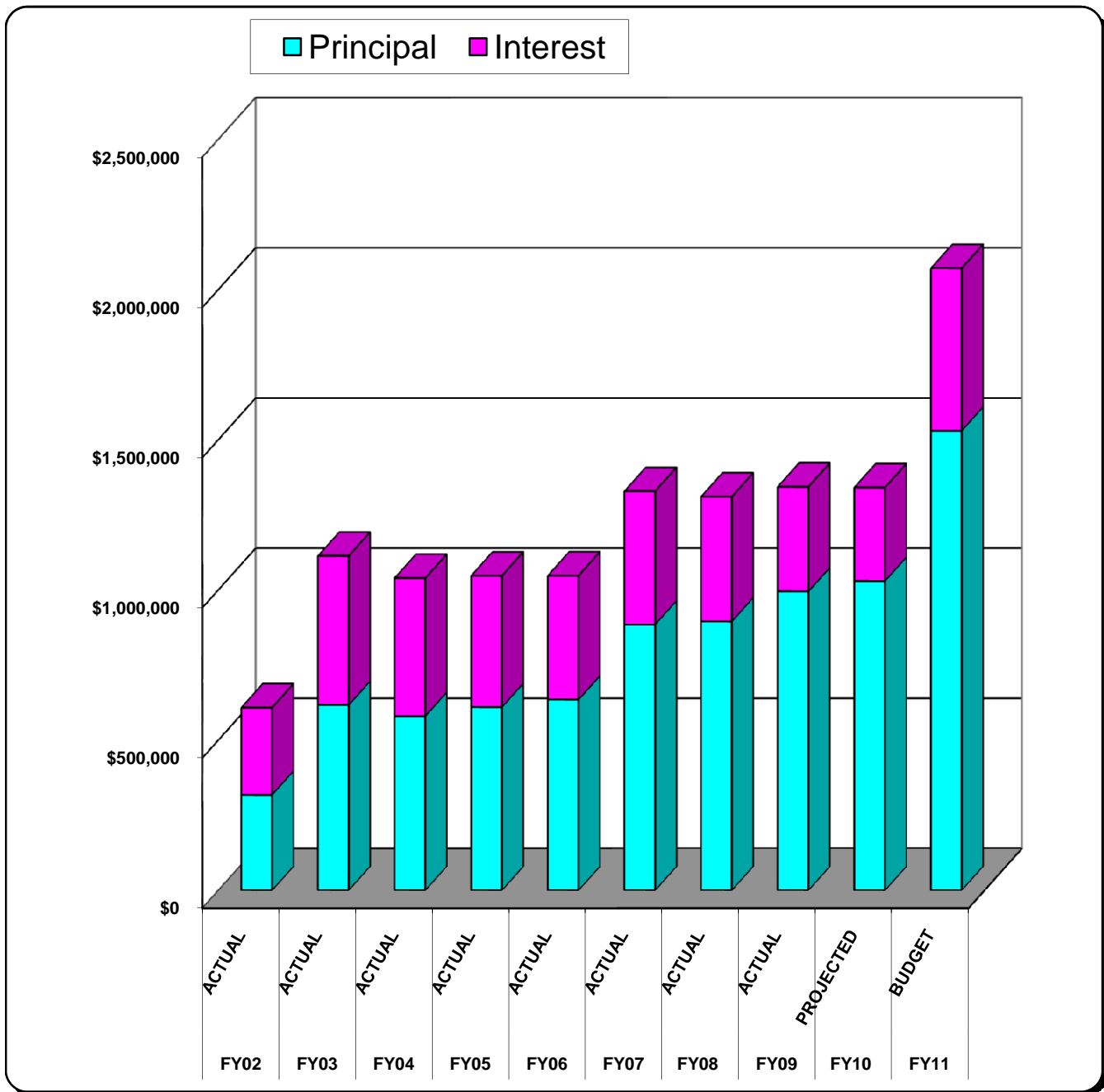
The following is a summary of the general obligation bonds outstanding as of July 1, 2010 for the Emergency Equipment Bond (Build America Bonds) issue:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2010-11	440,000	309,725	749,725	1.50%
2011-12	445,000	305,435	750,435	2.00%
2012-13	450,000	299,650	749,650	2.50%
2013-14	460,000	292,338	725,338	3.20%
2014-15 & after	8,650,000	3,962,910	12,612,910	3.5% - 5.8%
	10,445,000	3,783,039	14,228,039	

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, 2010 is as follows:

Assessed Value (100%) January 2009	<u>\$11,705,684,300</u>
Debt Limit 5% of Assessed Valuation (Iowa Statutory Limitation)	\$585,284,215
Capital Lease	23,560,000
Bonds Outstanding Debt Margin	<u>17,190,000</u>
Debt Applicable to Margin	40,750,000
Legal Debt Margin	<u>\$544,543,215</u>
Percent of Debt Limit Used	<u>4.65%</u>

DEBT EXPENDITURES TEN YEAR PERIOD



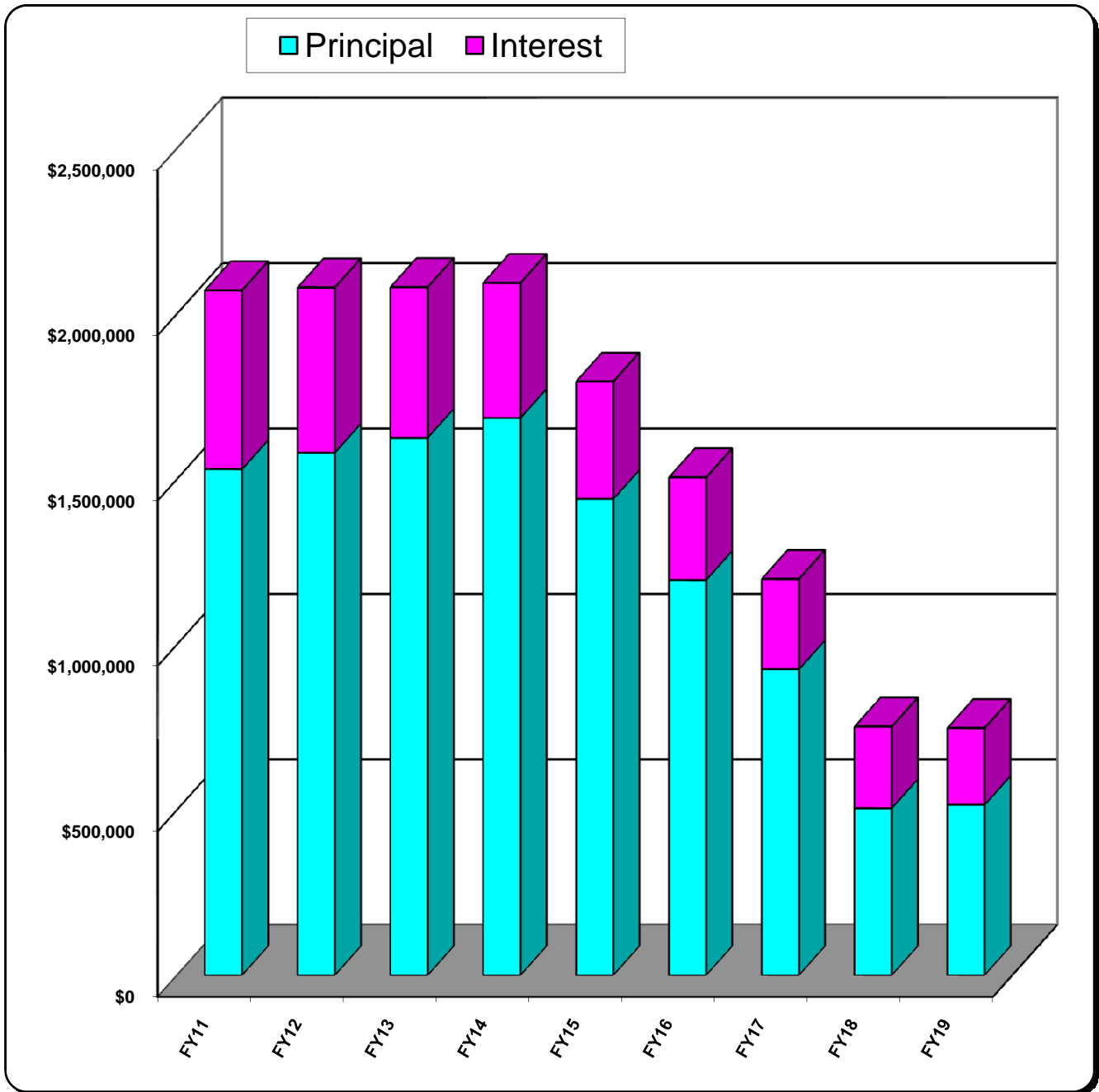
Scott County currently has four outstanding general obligation bond issues outstanding: Solid Waste Bonds, River Renaissance Urban Renewal Bonds, and GIS Bonds. The Solid Waste Bond issue is funded from Scott Solid Waste Commission fees. The GIS Bonds were issued in FY07 to develop a county-wide geographical information system. FY03 includes the first year debt amortization of the voter approved Renaissance General Obligation Bond issue. The increase in FY11 is due to a new bond issue to fund the Emergency Equipment for the new consolidated dispatch center.

DEBT SERVICE FUND

FUND STATEMENT

	<u>Actual</u> <u>2008-09</u>	<u>Budget</u> <u>2009-10</u>	<u>Revised</u> <u>Estimate</u> <u>2009-10</u>	<u>Budget</u> <u>2010-11</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Taxes Levied on Property	\$ 693,874	\$ 737,657	\$ 737,657	\$ 1,438,304	95.0%
Less: Uncollected Delinquent Taxes-Lev	607	414	414	607	46.6%
Less: Credits To Taxpayers	17,472	18,598	18,598	9,971	-46.4%
Net Current Property Taxes	675,795	718,645	718,645	1,427,726	98.7%
Delinquent Property Tax Revenue	607	414	414	607	46.6%
Other County Taxes	26,706	27,887	27,887	49,218	76.5%
Intergovernmental	140,433	125,089	116,462	99,307	-20.6%
Use of Money and Property	-	-	-	-	
Subtotal Revenues	843,541	872,035	863,408	1,576,858	80.8%
Other Financing Sources:	-	-	-	-	
Refunded Bond Sale Proceeds	-	-	-	-	
Total Revenues & Other Sources	843,541	872,035	863,408	1,576,858	80.8%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Debt Service					
Principal Payments	\$ 995,000	\$ 1,030,000	\$ 1,030,000	\$ 1,530,000	48.5%
Interest Payments	347,956	310,650	310,650	540,455	74.0%
Subtotal Expenditures	1,342,956	1,340,650	1,340,650	2,070,455	54.4%
Other Financing Uses:	-	-	-	-	
Refunded Debt Payments	-	-	-	-	
Total Expenditures & Other Uses	1,342,956	1,340,650	1,340,650	2,070,455	54.4%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(499,415)	(468,615)	(477,242)	(493,597)	5.3%
Beginning Fund Balance - July 1,	\$ 3,728,760	\$ 3,229,614	\$ 3,229,345	\$ 2,752,103	-14.8%
Ending Fund Balance - June 30,	\$ 3,229,345	\$ 2,760,999	\$ 2,752,103	\$ 2,258,506	-18.2%

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 and fully amortized in FY15, the voter approved River Renaissance Bonds which are fully amortized in FY17, and the GIS Bonds fully amortized in FY16. The newest issue for Emergency Equipment will not be fully amortized until FY29.

CAPITAL PROJECTS FUND

Scott County has implemented an aggressive pay-as-you-go philosophy in various expenditure areas to alleviate as much as possible added interest costs associated with long term financing such as general obligation bonds. This has been accomplished through implementing a capital improvement levy in the General Basic Fund and annually transferring this amount to the Capital Improvements Fund in addition to devoting the entire amount of riverboat gaming tax proceeds to capital projects funding. Also, various reserve funds have been created so future levy rates will not fluctuate greatly when replacement needs arise. The creation of the Vehicle Replacement Reserve Fund, the Electronic Equipment Reserve Fund, Conservation Equipment Replacement Reserve Fund, and the Conservation CIP Reserve Fund has proved very beneficial in meeting this objective. However, for the County's re-estimated FY10 and FY11 budgets, in order to maintain minimum balances in the general fund, the county has eliminated the general fund transfer for these two budget periods. The general fund has lost revenue because of a decline in interest income, grants, and charges for service revenue. If revenues return to previous levels, the county plans to reinstate general fund balance transfers to the capital projects fund for FY12. A new transfer for FY11, however, is a transfer from the General Fund to the Electronic Equipment Fund to 'save' for large future software purchases, as a result of our FY10 Information Technology Strategic Plan.

CAPITAL PROJECTS FUND SUMMARY

FUND STATEMENT

	<u>Actual</u> <u>2008-09</u>	<u>Budget</u> <u>2009-10</u>	<u>Revised</u> <u>Estimate</u> <u>2009-10</u>	<u>Budget</u> <u>2010-11</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Other County Taxes	\$ 748,920	\$ 735,000	\$ 625,000	\$ 625,000	-15.0%
Intergovernmental	75,000	9,800	29,800	37,800	285.7%
Use of Money & Property	10,775	12,500	6,000	6,000	-52.0%
Miscellaneous	40,695	28,000	27,700	22,500	-19.6%
Subtotal Revenues	875,390	785,300	688,500	691,300	-12.0%
Other Financing Sources:					
Bond Proceeds	-	-	-	-	
Operating Transfers In					
General Basic	1,073,060	1,041,640	1,011,075	1,304,545	25.2%
Recorder's Record Mgt	37,854	40,000	82,000	40,000	0.0%
Electronic Equipment	605,645	425,000	425,000	-	-100.0%
Vehicle Replacement	182,729	275,000	386,386	-	-100.0%
Conservation CIP	-	-	-	-	
Total Transfers In	1,899,288	1,781,640	1,904,461	1,344,545	-24.5%
Proceeds of Bond Sale			10,334,136		
Proceeds of Fixed Asset Sales	27,450	40,276	17,855	71,000	76.3%
Total Revenues & Other Sources	2,802,128	2,607,216	12,944,952	2,106,845	-19.2%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Capital Projects	\$ 3,495,200	\$ 4,389,165	\$ 14,376,377	\$ 3,162,158	-28.0%
Subtotal Expenditures	3,495,200	4,389,165	14,376,377	3,162,158	-28.0%
Other Financing Uses:					
Operating Transfers Out					
General Basic	5,942	44,500	44,500	44,500	0.0%
Capital Projects-General	788,374	700,000	811,386	-	-100.0%
Total Transfers Out	794,316	744,500	855,886	44,500	-94.0%
Total Expenditures & Other Uses	4,289,516	5,133,665	15,232,263	3,206,658	-37.5%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(1,487,388)	(2,526,449)	(2,287,311)	(1,099,813)	-56.5%
Beginning Fund Balance - July 1,	\$ 5,541,208	\$ 2,705,672	\$ 4,053,820	\$ 1,766,509	-34.7%
Ending Fund Balance - June 30,	\$ 4,053,820	\$ 179,223	\$ 1,766,509	\$ 666,696	272.0%

CAPITAL PROJECTS (General) FUND

FUND STATEMENT

	<u>Actual</u> <u>2008-09</u>	<u>Budget</u> <u>2009-10</u>	<u>Revised</u> <u>Estimate</u> <u>2009-10</u>	<u>Budget</u> <u>2010-11</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Other County Taxes	\$ 748,920	\$ 735,000	\$ 625,000	\$ 625,000	-15.0%
Intergovernmental	75,000	9,800	29,800	37,800	285.7%
Use of Money & Property	-	-	-	-	
Miscellaneous	23,122	28,000	20,700	15,500	-44.6%
Subtotal Revenues	847,042	772,800	675,500	678,300	-12.2%
Other Financing Sources:					
Bond Proceeds	-	-	-	-	
Operating Transfers In					
General Basic	662,577	679,640	649,075	829,545	22.1%
Recorder's Record Mgt	37,854	40,000	82,000	40,000	0.0%
Electronic Equipment	605,645	425,000	425,000	-	-100.0%
Vehicle Replacement	182,729	275,000	386,386	-	-100.0%
Conservation CIP	-	-	-	-	
Total Transfers In	1,488,805	1,419,640	1,542,461	869,545	-38.7%
Proceeds from Bond Sale			10,334,136		
Proceeds of Fixed Asset Sales	660	-	-	-	
Total Revenues & Other Sources	2,336,507	2,192,440	12,552,097	1,547,845	-29.4%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Capital Projects	\$ 3,495,200	\$ 4,389,165	\$ 14,376,377	\$ 3,162,158	-28.0%
Subtotal Expenditures	3,495,200	4,389,165	14,376,377	3,162,158	-28.0%
Other Financing Uses:					
Operating Transfers Out					
Capital Projects-General	-	-	-	-	
Total Transfers Out	-	-	-	-	
Total Expenditures & Other Uses	3,495,200	4,389,165	14,376,377	3,162,158	-28.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(1,158,693)	(2,196,725)	(1,824,280)	(1,614,313)	-26.5%
Beginning Fund Balance - July 1,	\$ 4,599,722	\$ 2,199,407	\$ 3,441,029	\$ 1,616,749	-26.5%
Ending Fund Balance - June 30,	\$ 3,441,029	\$ 2,682	\$ 1,616,749	\$ 2,436	-9.2%

ELECTRONIC EQUIPMENT FUND

FUND STATEMENT

	<u>Actual</u> <u>2008-09</u>	<u>Budget</u> <u>2009-10</u>	<u>Revised</u> <u>Estimate</u> <u>2009-10</u>	<u>Budget</u> <u>2010-11</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Other County Taxes	\$ -	\$ -	\$ -	\$ -	
Intergovernmental	-	-	-	-	
Use of Money & Property	2,966	5,000	2,500	5,000	0.0%
Miscellaneous	-	-	-	-	
Subtotal Revenues	2,966	5,000	2,500	2,500	-50.0%
Other Financing Sources:					
Bond Proceeds	-	-	-	-	
Operating Transfers In					
General Basic	395,000	362,000	362,000	475,000	31.2%
Rural Services Fund	-	-	-	-	
Recorder's Record Mgt	-	-	-	-	
Electronic Equipment	-	-	-	-	
Vehicle Replacement	-	-	-	-	
Conservation CIP	-	-	-	-	
Total Transfers In	395,000	362,000	362,000	475,000	31.2%
Proceeds of Fixed Asset Sales	-	-	-	-	
Total Revenues & Other Sources	397,966	367,000	364,500	477,500	30.1%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Capital Projects	\$ -	\$ -	\$ -	\$ -	
Subtotal Expenditures	-	-	-	-	
Other Financing Uses:					
Operating Transfers Out					
Capital Projects-General	605,645	425,000	425,000	-	-100.0%
Total Transfers Out	605,645	425,000	425,000	-	-100.0%
Total Expenditures & Other Uses	605,645	425,000	425,000	-	-100.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(207,679)	(58,000)	(60,500)	477,500	-923.3%
Beginning Fund Balance - July 1,	\$ 280,808	\$ 75,163	\$ 73,129	\$ 12,629	-83.2%
Ending Fund Balance - June 30,	\$ 73,129	\$ 17,163	\$ 12,629	\$ 490,129	2755.7%

VEHICLE REPLACEMENT FUND

FUND STATEMENT

	<u>Actual</u> <u>2008-09</u>	<u>Budget</u> <u>2009-10</u>	<u>Revised</u> <u>Estimate</u> <u>2009-10</u>	<u>Budget</u> <u>2010-11</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Other County Taxes	\$ -	\$ -	\$ -	\$ -	
Intergovernmental	-	-	-	-	
Use of Money & Property	7,809	7,500	3,500	3,500	-53.3%
Miscellaneous	-	-	-	-	
Subtotal Revenues	7,809	7,500	3,500	3,500	-53.3%
Other Financing Sources:					
Bond Proceeds	-	-	-	-	
Operating Transfers In					
General Basic	-	-	-	-	0.0%
Rural Services Fund	-	-	-	-	
Recorder's Record Mgt	-	-	-	-	
Electronic Equipment	-	-	-	-	
Vehicle Replacement	-	-	-	-	
Conservation CIP	-	-	-	-	
Total Transfers In	-	-	-	-	
Proceeds of Fixed Asset Sales	8,700	-	-	-	
Total Revenues & Other Sources	16,509	7,500	3,500	3,500	-53.3%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Capital Projects	\$ -	\$ -	\$ -	\$ -	
Subtotal Expenditures	-	-	-	-	
Other Financing Uses:					
Operating Transfers Out					
Capital Projects-General	182,728	275,000	386,386	-	-100.0%
Total Transfers Out	182,728	275,000	386,386	-	-100.0%
Total Expenditures & Other Uses	182,728	275,000	386,386	-	-100.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(166,219)	(267,500)	(382,886)	3,500	-101.3%
Beginning Fund Balance - July 1,	\$ 549,105	\$ 341,005	\$ 382,886	\$ -	-100.0%
Ending Fund Balance - June 30,	\$ 382,886	\$ 73,505	\$ -	\$ 3,500	-95.2%

CONSERVATION EQUIPMENT RESERVE FUND

FUND STATEMENT

	<u>Actual</u> <u>2008-09</u>	<u>Budget</u> <u>2009-10</u>	<u>Revised</u> <u>Estimate</u> <u>2009-10</u>	<u>Budget</u> <u>2010-11</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Other County Taxes	\$ -	\$ -	\$ -	\$ -	
Intergovernmental	-	-	-	-	
Use of Money & Property	-	-	-	-	
Miscellaneous	-	-	-	-	
Subtotal Revenues	-	-	-	-	
Other Financing Sources:					
Bond Proceeds	-	-	-	-	
Operating Transfers In					
General Basic	-	-	-	-	
Rural Services Fund	-	-	-	-	
Recorder's Record Mgt	-	-	-	-	
Electronic Equipment	-	-	-	-	
Vehicle Replacement	-	-	-	-	
Conservation CIP	-	-	-	-	
Total Transfers In	-	-	-	-	
Proceeds of Fixed Asset Sales	18,090	44,500	17,855	71,000	59.6%
Total Revenues & Other Sources	18,090	44,500	17,855	71,000	59.6%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Capital Projects	\$ -	\$ -	\$ -	\$ -	
Subtotal Expenditures	-	-	-	-	
Other Financing Uses:					
Operating Transfers Out					
General Basic	5,943	44,500	44,500	44,500	0.0%
Capital Projects-General	-	-	-	-	
Total Transfers Out	5,943	44,500	44,500	44,500	0.0%
Total Expenditures & Other Uses	5,943	44,500	44,500	44,500	0.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	12,147	-	(26,645)	26,500	
Beginning Fund Balance - July 1,	\$ 103,024	\$ 76,834	\$ 115,171	\$ 88,526	15.2%
Ending Fund Balance - June 30,	\$ 115,171	\$ 76,834	\$ 88,526	\$ 115,026	49.7%

CONSERVATION CIP RESERVE FUND

FUND STATEMENT

	<u>Actual</u> <u>2008-09</u>	<u>Budget</u> <u>2009-10</u>	<u>Revised</u> <u>Estimate</u> <u>2009-10</u>	<u>Budget</u> <u>2010-11</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Other County Taxes	\$ -	\$ -	\$ -	\$ -	
Intergovernmental	-	-	-	-	
Use of Money & Property	-	-	-	-	
Miscellaneous	17,573	-	7,000	7,000	
Subtotal Revenues	17,573	-	7,000	7,000	
Other Financing Sources:					
Bond Proceeds	-	-	-	-	
Operating Transfers In					
General Basic	15,483	-	-	-	
Rural Services Fund	-	-	-	-	
Recorder's Record Mgt	-	-	-	-	
Electronic Equipment	-	-	-	-	
Vehicle Replacement	-	-	-	-	
Conservation CIP	-	-	-	-	
Total Transfers In	15,483	-	-	-	
Proceeds of Fixed Asset Sales	-	-	-	-	
Total Revenues & Other Sources	33,056	-	7,000	7,000	
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Capital Projects	\$ -	\$ -	\$ -	\$ -	
Subtotal Expenditures	-	-	-	-	
Other Financing Uses:					
Operating Transfers Out					
Capital Projects-General	-	-	-	-	
Total Transfers Out	-	-	-	-	
Total Expenditures & Other Uses	-	-	-	-	
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	33,056	-	7,000	7,000	
Beginning Fund Balance - July 1,	\$ 8,549	\$ 8,549	\$ 41,605	\$ 48,605	468.5%
Ending Fund Balance - June 30,	\$ 41,605	\$ 8,549	\$ 48,605	\$ 55,605	550.4%

CAPITAL PROJECTS PLAN DEVELOPMENT PROCESS

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

The Director of Facility and Support Services coordinates the requests concerning remodeling and construction of new or existing County facilities. 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 as well as separate equipment and capital improvement program (CIP) reserve funds for the Conservation Board. However, in recent years, because of a decline in interest income, sales tax, and recorders revenues, those stable funding sources have all but dried up. It would be the County's intention to rebuild those fund balances as revenues return to 'normal.'

The County made positive changes to its Capital projects fund for FY11. In previous years, the county has accounted for operational expenditures in this fund, including software maintenance, IT training, professional services, and small repairs. Starting in FY11 these expenses have been budgeted in the IT department operational budget. In previous years, the Capital Projects five year plan included the current year and the four subsequent years followed by the unprogrammed needs. New this year, is an estimate for the current year and five subsequent years, with an un-programmed needs column for items outside of the five-year program. These two changes should more accurately reflect the County's capital program needs.

The operating budget will again be supplemented with an aggressive five year Capital Improvements Program. In most years, it is the board's intention to include, in the operating budget, transfers to the Capital Improvement Fund for capital improvement projects. However, in FY10 and FY11, these transfers will not be made, because of declining revenues in the general fund. 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 voters approved a \$5,000,000 River Renaissance Bond 15 year issue in October 2001 by an overwhelming 73% margin. The River Renaissance Project is a major redevelopment/revitalization effort for downtown Davenport totaling \$113 million dollars. This County bond issue also resulted in the State of Iowa awarding \$20 million dollars to the project in Vision Iowa Funds. The proceeds of the \$5 million dollar River Renaissance bond issue were disbursed to the City of Davenport during FY03. New for FY11, the Board of Supervisors will make a transfer from the General Fund to the Electronic Equipment fund to support computer software and hardware purchases as a result of the recently adopted Scott County IT Strategic Master Plan. This plan was adopted by the Board of Supervisors Spring of 2010, and includes numerous projects that will require the purchase of new software and hardware.

The County is currently using only 4.65% of its allowable legal debt margin consisting of four general bond issues. These outstanding bond issues are described further under the major governmental funds section of this document. An additional debt of \$29.7 million was issued by the Scott County Public Safety Authority in FY06 due to the jail renovation/expansion question being approved at the fall 2004 general election. This approved jail project is discussed in further detail below in this section. The \$2.5 million GIS bond debt was issued in FY07 to pay for the development of a county-wide GIS system. In FY10, the county issued \$10.5 million of Emergency Equipment Bonds to finance acquisition of radio equipment, towers, computer equipment, software and hardware for the new Scott Emergency Communication Center (SECC).

The capital improvement budget totals \$3,833,658 for fiscal year FY11, with 63% or \$2,427,113 for general projects, 18% or \$671,500 for Secondary Roads projects, and 19% or \$735,045 for Conservation parks and recreation projects. Because of the reduction in funding for the Capital Projects Fund, there are very few non-routine capital projects in the FY11 Capital Plan. These include the completion of the Juvenile Court Services remodel (total cost of \$1,000,000), which will bring this department back to the Scott County Courthouse. Currently, Juvenile Court Services is located in a leased space a few blocks from our County campus. When this remodel project is complete, the county will re-locate this department back to the County campus and will save operational costs of nearly \$100,000 per year in rent expense. Another large project scheduled and budgeted for FY11 includes a full telephone replacement for the county. The county will be purchasing VOIP (voice over IP) telephones, hardware, and software to replace our current phone system which is out of date. This phone system will be put in place in order to accommodate the new switches and technology for the Scott Emergency Communications Center scheduled to open at the beginning of calendar year 2011.

The general capital improvements budget of \$2,427,113 is supported by fund balances from various funds including the electronic equipment replacement fund, the vehicle replacement fund, and the general fund. General fund transfers are made for one time projects if and when the general fund balance exceeds the minimum balance requirement as set forth in the County's Financial Management Policies. The capital improvement fund is mostly supported by gaming boat revenues received from the two gaming boats docked in Scott County on the Mississippi River. Unfortunately, gaming revenues have seen a decline of approximately 15% in recent years because of the economy. This decline in the most critical funding source for our capital budget decreases the number of capital projects that will be funded in the upcoming year.

The local Secondary Roads capital program totals \$671,500, which is significantly smaller than previous years. This amount is for two road resurfacing projects: (\$57,750) – 145th Street/Telegraph Rd; (\$288,750) – Slopertown Road, as well as (\$325,000) for the bridge on Forest Grove Road.

The Conservation Department capital plan totals \$735,045. The single largest project (\$166,000) is for continued renovation of Old St. Anne's Church at Pioneer Village. Pictures below show the window replacement progress from the inside and outside. This remodel will continue into FY11.



Other projects for Conservation in FY11 include (\$90,000) to continue the final phase of the Pool & Aquatic Center Renovation, including the new concession stand pictured below.



Also programmed for Conservation is (\$25,000) a project to update the restrooms at Gate #2 at West Lake Park, (\$49,753) for updates to the maintenance shop at Scott County Park, and (\$40,000) to renovate the Park Terrace Campground at West Lake Park. The Conservation Board has also elected to reserve funds this year (\$273,000) for two reasons; to cover any deficit or needs in the Golf Course Enterprise Fund or to save for large equipment and capital projects in the future that would not be able to be funded by a one year allotment.

Following the October & November 2009 bond sale to fund the capital and equipment purchases for Scott Emergency Communications Center, the County broke ground on the new SECC (Scott Emergency Communications Center) building. This building is being built out of the Scott Emergency Communications fund, which falls under Scott County Emergency Management Agency. These two component units do not fall under the budgeting auspices of Scott County, but we felt that it was important to include pictures and information regarding this project because the County is the project manager for the

building project. Also, all of the equipment, radios, and computer hardware and software purchases are being spent out of the County's capital projects fund, funded by the November 2009 bond sale mentioned in this budget document. Here is an artist's rendering of the finished building.



As of late Spring 2010, the progress is shown below. The finish date for this project is late fall, 2010.



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 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 years revised projects. Some projects originally planned for FY10 were moved to FY11 and beyond due to timing & budget constraints or longer planning procedures required.

**SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN FOR CONSIDERATION**

	FY09 ACTUAL	FY10 PLAN	FY10 YTD	FY11 BUDGET FY10 ESTIMATE	FY11 REQUEST	FY12 PLAN	FY13 PLAN	FY14 PLAN	FY15 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
Building & Grounds	825,718	432,500	140,778	326,000	497,500	508,500	682,500	482,500	487,500	6,288,000
Space Plan Utilization Project	43,133	725,000	-	575,000	600,000	-	-	-	-	6,770,000
Equipment Acquisition	1,263,958	1,953,000	630,264	1,979,673	755,060	269,000	404,000	542,000	812,000	800,000
Vehicle Acquisition	182,729	234,000	41,940	225,940	332,000	363,000	329,000	294,200	-	-
Other Projects	470,943	352,553	3,232	10,585,189	242,553	294,167	190,000	140,000	140,000	355,000
SUBTOTAL GENERAL CIP	2,786,481	3,697,053	816,214	13,691,802	2,427,113	1,434,667	1,605,500	1,458,700	1,439,500	14,213,000
Conservation CIP Projects	708,720	692,112	177,351	684,575	735,045	614,940	614,940	614,940	614,940	-
Subtotal Projects Paid from CIP Fund	3,495,200	4,389,165	993,565	14,376,377	3,162,158	2,049,607	2,220,440	2,073,640	2,054,440	14,213,000
Secondary Roads Fund Projects	874,692	1,050,000	693,391	917,320	671,500	672,000	630,000	944,000	671,000	-
Total All Capital Projects	4,369,892	5,439,165	1,686,956	15,293,697	3,833,658	2,721,607	2,850,440	3,017,640	2,725,440	14,213,000
REVENUE SUMMARY										
Gaming Taxes-Dport	748,920	735,000	309,183	287,500	287,500	287,500	287,500	287,500	287,500	-
Gaming Taxes-bdorf				337,500	337,500	337,500	337,500	337,500	337,500	
Bond Proceeds			104,450	10,334,136						
State Grants & Reimbursements	-	-	-	-	-	-	-	-	-	-
Contributions From Local Governments	75,000	9,800	20,000	29,800	37,800	98,750	41,000	20,000	20,000	-
Miscellaneous (donations, refunds)	23,782	28,000	16,616	20,700	15,500	28,000	28,000	28,000	28,000	-
Transfers IN										
From General Basic Fund - Cons	662,577	679,640	-	649,075	719,545	614,940	614,940	614,940	614,940	
From General Basic Fund - Tax Levy					110,000	650,000	875,000	800,000	800,000	
From Recorder's Record Mgt Fund	37,854	40,000	-	82,000	40,000	40,000	40,000	40,000	40,000	
From Electronic Equipment Fund	605,645	425,000	-	425,000						
From Vehicle Replacement Fund	182,729	275,000	-	386,386	-	-	-	-	-	-
Total Revenues	2,336,507	2,192,440	450,249	12,552,097	1,547,845	2,056,690	2,223,940	2,127,940	2,127,940	-
<i>CIP Fund revenues over (under) expend</i>	<i>(1,158,693)</i>	<i>(2,196,725)</i>	<i>(543,316)</i>	<i>(1,824,280)</i>	<i>(1,614,313)</i>	<i>7,083</i>	<i>3,500</i>	<i>54,300</i>	<i>73,500</i>	<i>(14,213,000)</i>

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN FOR CONSIDERATION

	FY09 ACTUAL	FY10 PLAN	FY10 YTD	FY11 BUDGET FY10 ESTIMATE	FY11 REQUEST	FY12 PLAN	FY13 PLAN	FY14 PLAN	FY15 PLAN	UNPROG NEEDS
CIP FUND BALANCE RECAP										
Beginning Fund Balance	4,599,721	2,199,407	3,441,028	3,441,028	1,616,748	2,435	9,518	13,018	67,318	140,818
Increase (decrease)	<u>(1,158,693)</u>	<u>(2,196,725)</u>	<u>(543,316)</u>	<u>(1,824,280)</u>	<u>(1,614,313)</u>	<u>7,083</u>	<u>3,500</u>	<u>54,300</u>	<u>73,500</u>	<u>(14,213,000)</u>
Ending Net CIP Fund Balance	3,441,028	2,682	2,897,712	1,616,748	2,435	9,518	13,018	67,318	140,818	(14,072,182)
Vehicle Replacement Fund Balance	382,886	73,505		-	-	-	-	-	-	
Electronic Equipment Fund Balance	73,128	17,163		12,628	490,128	790,128	790,128	790,128	790,128	
Conservation CIP Fund Balance	41,606	8,549		48,406	48,606	48,606	48,606	48,606	48,606	
Conservation Equipment Fund Balance	<u>115,171</u>	<u>77,322</u>	<u>-</u>	<u>88,526</u>	<u>88,526</u>	<u>88,526</u>	<u>88,526</u>	<u>88,526</u>	<u>88,526</u>	<u>-</u>
Ending Gross CIP Fund Balance	4,053,819	179,221	2,897,712	1,766,308	629,695	936,778	940,278	994,578	1,068,078	(14,072,182)
APPROPRIATION DETAIL INFORMATION										
A.1 Bldg and Grounds										
CH General Remodeling/Replacement	38,463	40,000	4,051	37,740	40,000	40,000	40,000	40,000	40,000	
CH HVAC Recommissioning	11,225	-	-	-	-	-	-	-		80,000
CH Roof										300,000
CH Computer Room Air Handler	-	-	2,260	2,260	-	-	-	-		80,000
CH Panic Alarm System Repl							25,000			
CH CCTV Replacement							50,000			
CH UV Filtration	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>15,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL COURTHOUSE	49,688	40,000	6,311	40,000	40,000	40,000	130,000	40,000	40,000	460,000
A.2 Jail										
JL Roof Replacement							-			300,000
JL UV Filtration									30,000	
JL General Remodeling/Replacement	<u>39,565</u>	<u>30,000</u>	<u>16,640</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>-</u>
	-	-	-	-	-	-	-	-	-	-
TOTAL JAIL	39,565	30,000	16,640	30,000	30,000	30,000	30,000	30,000	60,000	300,000
A.3 Tremont Bldg										
TR General Remodeling/Replacement	-	20,000	6,453	12,000	-	-	-	-		-
TR Patrol Space Programming						60,000				
TR Security				4,500						
TR Patrol Expansion/Improvements	<u>258,564</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,200,000</u>
	-	-	-	-	-	-	-	-	-	-
TOTAL TREMONT BUILDING	258,564	20,000	6,453	16,500	-	60,000	-	-	-	4,200,000

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN FOR CONSIDERATION

	FY09 ACTUAL	FY10 PLAN	FY10 YTD	FY11 BUDGET FY10 ESTIMATE	FY11 REQUEST	FY12 PLAN	FY13 PLAN	FY14 PLAN	FY15 PLAN	UNPROG NEEDS
A.4 Annex										
AN General Remodeling/Replacement	1,716	20,000	8,296	20,000	20,000	20,000	20,000	20,000	20,000	-
AN Roof Replacement										100,000
AN UV Filtration							-		10,000	
AN Telco Room Improvements					-					
AN Panic Alarm System Replacement							15,000			
AN Rooftop HVAC Replacement									-	300,000
AN HVAC Controls						-		25,000		
AN Security Systems Expansion/Replacement	-	20,000	-	20,000	20,000	20,000	20,000	20,000	20,000	-
TOTAL ANNEX	1,716	40,000	8,296	40,000	40,000	40,000	55,000	65,000	50,000	400,000
A.5 Admin Center										
AC Remodeling/Redecorating	34,768	40,000	31,738	40,000	40,000	40,000	40,000	40,000	40,000	
AC Chiller Sound Baffle					30,000					
AC Signage						-				35,000
AC UV Filtration							15,000			
AC Roof										225,000
AC Security				22,000						
AC Panic Alarm Replacement							25,000			
AC Tuckpoint								-		120,000
AC HVAC Controls						-	50,000	50,000		
AC Replace Office Furniture	1,231	-	-	-	-	-	-	-		-
AC Carpet Replacement							-	75,000	75,000	75,000
AC Remodel/Redecorate Interior	8,450	-	-	-	-	-	-	-		-
AC Telecom HVAC					-	-	35,000			
AC Exterior Lighting	1,538	-	-	-	-	-	40,000	-	-	-
TOTAL ADMINISTRATIVE CENTER	45,987	40,000	31,738	62,000	70,000	40,000	205,000	165,000	115,000	455,000
A.6 Pine Knoll										
PK General Remodeling/Replacement	10,961	55,000	32,500	55,000	55,000	55,000	60,000	60,000	60,000	-
PK Remodel/Redecorate Interior	610	-	-	-	-	-	-	-		-
PK Lighting Replacement					5,000					
PK Chiller/ACCU Replacement	209,199	-	-	-	-	-	-	-		-
PK Roof										250,000
PK Renovate Nurses Stations						90,000				
PK Driveway Reconstruction										70,000
PK Replace Generator								85,000		
PK UV Filtration						3,500				

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN FOR CONSIDERATION

	FY09 ACTUAL	FY10 PLAN	FY10 YTD	FY11 BUDGET FY10 ESTIMATE	FY11 REQUEST	FY12 PLAN	FY13 PLAN	FY14 PLAN	FY15 PLAN 125,000	UNPROG NEEDS
PK Tuckpoint										
PK Sprinkler Install	-	30,000	-	-	-	-	135,000	-		-
PK Parking Lot Overlay										70,000
PK Roof on Garage/Drainage					40,000					
PK Window Replacement	29,768	30,000	6,625	10,000	-	-	-	-		-
PK Plumbing Replacement	3,360	-	-	-	-	-	-	-		-
PK Phone System Replacement	-	-	16,726	20,000	-	-	-	-	-	-
TOTAL PINE KNOLL	253,898	115,000	55,850	85,000	100,000	148,500	195,000	145,000	185,000	390,000
A.7 Horst Bldg										
HB General Remodeling/Replacement	-	3,500	-	3,500	3,500	3,500	3,500	3,500	3,500	-
HB Wireless Connection										45,000
HB Roof Replacement	50,817	-	-	-	-	-	-	-	-	-
TOTAL HORST BUILDING	50,817	3,500	-	3,500	3,500	3,500	3,500	3,500	3,500	45,000
A.8 Other Bldg/Grounds										
OB Miscellaneous Landscaping	566	5,000	-	5,000	5,000	5,000	10,000	10,000	10,000	-
OB Regulatory Compliance Cost	2,772	10,000	-	5,000	10,000	10,000	10,000	10,000	10,000	-
OB Radio Tower General Replacement	518	-	-	-	-	-	-	-	-	-
OB Parking Lot Repair/Maintenance	2,675	10,000	2,388	5,000	10,000	10,000	10,000	10,000	10,000	-
OB Property Acquisition					60,000					
OB Records Management	90,611	50,000	-	20,000	20,000	-		-		-
OB Security Enhancements	890	-	-	-	-	-	-	-		-
OB Campus Signage Replacement	18,000	55,000	-	-	55,000	55,000	-	-		-
OB 5th Street Parking Lot	-	-	-	-	-	-	-	-	-	-
TOTAL OTHER B & G	116,033	130,000	2,388	35,000	160,000	80,000	30,000	30,000	30,000	-
A.9 Welcome Center										
WC Welcome Center Gen Remod/Replac	9,452	2,000	3,958	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	2,000	2,000	-
WC Painting										30,000
WC Signage										8,000
WC Exhibit Grant Match							15,000			
WC Technology Grant Match							15,000			
WC Interactive Grant Match						12,500				
WC Concrete Expansion Joints	-	10,000	-	-	-	-	-	-		-
WC High Efficiency Lighting	-	-	9,145	10,000	-	-	-	-		-
WC Building Expansion	-	-	-	-	50,000	50,000	-	-	-	-

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN FOR CONSIDERATION

	FY09 ACTUAL	FY10 PLAN	FY10 YTD	FY11 BUDGET FY10 ESTIMATE	FY11 REQUEST	FY12 PLAN	FY13 PLAN	FY14 PLAN	FY15 PLAN	UNPROG NEEDS
TOTAL WELCOME CENTER	9,452	14,000	13,103	14,000	54,000	66,500	34,000	4,000	4,000	38,000
TOTAL BUILDING & GROUNDS	825,718	432,500	140,778	326,000	497,500	508,500	682,500	482,500	487,500	6,288,000
B. Space Utilization Master Plan										
15 1/2 1st FL CH - Clerk Civ & Crim								-	-	1,500,000
12 1/2 2nd FL CH - County Attorney/Cr	43,133	-	-	-	-	-	-	-		-
16 1/4 est FL CH - Magistrate										850,000
17 3/8 2nd FL CH - Two District Courts										920,000
18 1/4 LL CH - Juv Court Services	-	400,000	-	400,000	600,000	-	-	-		-
19 1/4 3rd FL CH										850,000
20 1/4 3rd FL CH										850,000
14 1/4 1st FL Assoc CT							-	-		950,000
21 1/4 3rd FL CH - One SM One LG DC	-	325,000	-	175,000	-	-	-	-	-	850,000
TOTAL SPACE UTILIZATION MAS	43,133	725,000	-	575,000	600,000	-	-	-	-	6,770,000
C. Equipment Acquisition										
EE Atty - Prosecutor Dialog System	37,952	-	-	-	-	-	-	-		-
EE Auditor Pollbooks					35,000	35,000			-	
EE Election Equip									400,000	400,000
EE ComServ-Copier Replacement	6,871	-	-	-	-	-	-	-		-
EE FSS-Print Shop Misc Equipment	20,035	-	-	-	-	-	-	-		-
EE FSS-800 MHz Radio	6,821	-	-	-	-	-	-	-		-
EE FSS-Video Teleconference (ICN Paro	-	-	-	-	-	-	-	-		-
EE FSS-Copier Replacements	22,499	32,000	7,311	24,000	35,000	35,000	35,000	35,000	35,000	-
EE Hum Res-Software Upgrades/Purchas	2,500	-	-	-	-	-	-	-		-
EE IT-Phone System Upgrades/Replacem	2,460	225,000	355	225,000	400,000	-	-	-		-
EE IT-PC LAN Desktop Replacements	157,173	200,000	-	170,000	-	-	-	-	-	400,000
EE IT-PC LAN: PC's/Printers	52,806	60,000	15,232	60,000	60,000	60,000	60,000	60,000	60,000	-
EE IT-PC LAN: Wiring	600	5,000	186	2,500	-	-	-	-		-
EE IT-PC LAN: Windows Software	45,351	35,000	7,573	35,000	35,000	35,000	35,000	35,000	35,000	-
EE IT-PC LAN: Internet	-	-	-	-	-	-	-	-		-
EE IT-PC LAN: File Servers	13,447	-	635	-	-	-	-	-		-

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN FOR CONSIDERATION

	FY09 ACTUAL	FY10 PLAN	FY10 YTD	FY11 BUDGET FY10 ESTIMATE	FY11 REQUEST	FY12 PLAN	FY13 PLAN	FY14 PLAN	FY15 PLAN	UNPROG NEEDS
EE IT-PC LAN: Imaging Systems	-	-	-	-	-	-	-	-		-
EE IT-PC LAN: Additional Memory	-	-	-	-	-	-	-	-		-
EE IT-PC LAN: Remote Sites WANS	-	20,000	-	20,000	-	-	20,000	-	20,000	-
EE IT-PC LAN: LAN Edge Devices	61,795	170,000	-	170,000	-	-	-	-		-
EE IT-PC LAN Maintenance	-	-	-	-	-	-	-	-		-
EE IT-Web Site Development	2,029	-	-	-	-	-	-	-		-
EE IT-Network Review Study	-	150,000	-	90,000	50,000	-	-	-		-
EE IT-Tape Backup Equipment	1,669	-	20,173	20,173	15,000	15,000	15,000	15,000	15,000	-
EE IT-Server Software Licenses	-	15,000	-	10,000	10,000	10,000	10,000	10,000	10,000	-
EE IT-Replace Monitors	8,471	15,000	2,885	10,000	15,000	15,000	15,000	15,000	15,000	-
EE IT-Basic NSA Training	7,190	15,000	8,495	15,000	-	-	-	-		-
EE IT-GIS Strategic Plan Development	358,137	714,000	434,629	714,000	-	-	-	-	-	-
EE IT-Technology Partner Support	12,819	25,000	7,605	25,000	-	-	-	-		-
EE IT- Software Maintenance	309,508	200,000	90,728	275,000	-	-	-	-		-
EE Rec-Mgt Fund Projects	37,854	40,000	27,278	82,000	40,000	40,000	40,000	40,000	40,000	
EE Sher-Invest/Remote Vid Camera	1,045	-	-	-	-	-	-	-		-
EE Sher-Light Bars & Arrow Sticks	17,832	15,000	7,180	15,000	10,000	10,000	10,000	10,000	10,000	-
EE Sher-Moving Radar Units	10,622	-	-	-	4,000	4,000	4,000	4,000	4,000	-
EE Sher-Intoxilizer Replacement	1,135	-	-	-	-	-	-	-		-
EE Sher-In Car Video Systems	30,980	-	-	-	10,000	10,000	10,000	10,000	10,000	-
EE Sher-Data 911 Terminals	-	-	-	-	-	-	-	-		-
EE Sher-Law Enforcement Elect Equip	1,460	-	-	-	-	-	-	-		-
EE Sher-E911 System Replacement	-	-	-	-	-	-	-	-		-
EE Sher-Mobile Dats Computers (MDC)	32,897	-	-	-	-	-	-	158,000	158,000	-
EE - Jail Wristband Project					36,060					
EE - Jail Radios							150,000	150,000		
EE - Jail Color Monitor Replacement	-	17,000	-	17,000	-	-	-	-	-	-
TOTAL ELECTRONIC EQUIP	1,263,958	1,953,000	630,264	1,979,673	755,060	269,000	404,000	542,000	812,000	800,000

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN FOR CONSIDERATION

	FY09 ACTUAL	FY10 PLAN	FY10 YTD	FY11 BUDGET FY10 ESTIMATE	FY11 REQUEST	FY12 PLAN	FY13 PLAN	FY14 PLAN	FY15 PLAN	UNPROG NEEDS
D. Vehicles										
VE Sheriff Patrol Vehicles	129,325	150,000	-	162,000	160,000	160,000	165,000	170,000	175,000	-
VE Sheriff Jail Prisoner Transport Vehicle	-	-	-	-	35,000	37,000	39,000	41,000	43,000	-
VE Sheriff Investigation Vehicle	37,804	-	-	-	20,000	40,000	42,000	45,200	45,200	-
VE Fleet Study						80,000				
VE Health Inspection Vehicles	-	15,000	20,970	20,970	44,000	46,000	47,000	-	50,000	-
VE Plan & Dev Code Enforcement Vehicle	-	15,000	20,970	20,970	16,000	-	-	-		-
VE Plow Truck					35,000		36,000	38,000		
VE FSS Motor Pool Vehicle	15,600	54,000	-	22,000	22,000	-	-	-		-
VE Risk Management Car	-	-	-	-	-	-	-	-	-	-
TOTAL VEHICLES	182,729	234,000	41,940	225,940	332,000	363,000	329,000	294,200	313,200	-
OP Transfer to Agencies	275,827									
OP Audit Adjustments	19,563									
OP SECC Equipment				10,334,136						
OP Recycling Sites Concrete Pads	-	-	-	-	-	-	-	-		-
OP DavenportOne D1 Initiative	75,000	100,000	-	100,000	-	-	-	-		-
OP County Campus Streetscape	8,000	-	-	-	-	100,000	-	-	-	-
OP John O'Donnell Renovation	50,000	50,000	-	50,000	50,000	50,000	50,000	-		-
OP Bettendorf Riverfront Plan	25,000	25,000	-	25,000	25,000	25,000	25,000	25,000	25,000	50,000
OP Davenport Library	-	50,000	-	50,000	-	-	-	-		-
OP Lone Star Sternwheeler Preservation	4,166	4,166	-	4,166	4,166	4,167	-	-		-
OP CASI Expansion/Renov Project	5,000	5,000	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000
OP NW Dav Industrial Park Rail Spur	-	60,000	-	-	60,000	60,000	60,000	60,000	60,000	300,000
OP QC Interoperability Fiber Project	8,387	8,387	-	8,387	8,387	-	-	-		-
OP Unused Grant Refund	-	-	-	-	-	-	-	-		-
OP Bike Trail Funding	-	50,000	3,232	8,500	90,000	50,000	50,000	50,000	50,000	-
Total Other Projects	470,943	352,553	3,232	10,585,189	242,553	294,167	190,000	140,000	140,000	355,000
Grand Total	2,786,481	3,697,053	816,214	13,691,802	2,427,113	1,434,667	1,605,500	1,458,700	1,752,700	14,213,000

NONMAJOR GOVERNMENTAL FUNDS

SUMMARY FUND STATEMENT

NONMAJOR GOVERNMENTAL FUNDS

<u>Fund</u>	<u>Estimated Balance 07/01/10</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Estimated Balance 06/30/11</u>
NONMAJOR GOVERNMENTAL FUNDS:				
Rural Services Fund	\$ 151,370	\$ 2,420,139	\$ 2,354,413	\$ 217,096
Secondary Roads Fund	340,789	5,823,422	5,392,500	771,711
Recorder's Record Management Fund	<u>92,596</u>	<u>37,500</u>	<u>40,000</u>	<u>90,096</u>
Total Other Funds*	<u>\$ 584,755</u>	<u>\$ 8,281,061</u>	<u>\$ 7,786,913</u>	<u>\$ 1,078,903</u>

*Includes interfund transfers and non-budgeted fund activity

RURAL SERVICES BASIC FUND

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

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

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

Fiscal Year	Rural Tax Base	Rural Services Fund Levy *	Rural Services Fund Levy
2001-02	634,917,239	1,937,669	3.05184
2002-03	655,499,566	1,973,847	3.01121
2003-04	686,308,656	1,992,385	2.90305
2004-05	670,474,052	2,002,579	3.09150
2005-06	680,293,132	2,002,143	3.03932
2006-07	699,501,125	2,043,351	3.01496
2007-08	708,472,613	2,118,005	3.08626
2008-09	743,768,156	2,179,651	3.01954
2009-10	782,777,559	2,363,628	3.01954
2010-11	798,617,272	2,411,457	3.01954

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
2001-02	1,592,747	2.50859	352,100	0.54325
2002-03	1,640,529	2.46405	364,290	0.54716
2003-04	1,640,529	2.35507	381,718	0.54798
2004-05	1,640,529	2.43689	440,685	0.65461
2005-06	1,640,529	2.40150	435,712	0.63782
2006-07	1,673,340	2.39209	435,712	0.62287
2007-08	1,723,540	2.42268	472,082	0.66358
2008-09	1,775,246	2.37755	479,355	0.64199
2009-10	1,828,503	2.36331	507,725	0.65623
2010-11	1,828,503	2.28958	525,910	0.65852

* 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>2008-09</u>	<u>Budget</u> <u>2009-10</u>	<u>Revised</u> <u>Estimate</u> <u>2009-10</u>	<u>Budget</u> <u>2010-11</u>	% Change From Prior Budget
REVENUES & OTHER FINANCING SOURCES					
Taxes Levied on Property	\$ 2,178,794	\$ 2,297,082	\$ 2,294,688	\$ 2,349,405	2.3%
Less: Uncollected Delinq Taxes-Levy Yr	1,712	726	726	1,712	135.8%
Less: Credits To Taxpayers	85,779	88,204	85,810	85,810	-2.7%
Net Current Property Taxes	2,091,303	2,208,152	2,208,152	2,261,883	2.4%
Delinquent Property Tax Revenue	1,712	726	726	1,712	135.8%
Other County Taxes	72,858	73,738	73,737	69,013	-6.4%
Intergovernmental	87,508	89,926	87,532	87,531	-2.7%
Subtotal Revenues	2,253,381	2,372,542	2,370,147	2,420,139	2.0%
Other Financing Sources:	-	-	-	-	
Total Revenues & Other Sources	2,253,381	2,372,542	2,370,147	2,420,139	2.0%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
County Environment & Education	479,355	507,725	507,725	525,910	3.6%
Subtotal Expenditures	479,355	507,725	507,725	525,910	3.6%
Other Financing Uses:					
Operating Transfers Out	1,775,246	1,828,503	1,828,503	1,828,503	0.0%
Total Expenditures & Other Uses	2,254,601	2,336,228	2,336,228	2,354,413	0.8%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(1,220)	36,314	33,919	65,726	
Beginning Fund Balance - July 1,	\$ 118,671	\$ 111,088	\$ 117,451	\$ 151,370	36.3%
Ending Fund Balance - June 30,	\$ 117,451	\$ 147,402	\$ 151,370	\$ 217,096	47.3%

SECONDARY ROAD FUND

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

The maximum levy amount in any one year from the General Basic Fund cannot exceed the equivalent of a tax of sixteen and seven-eighths cent (.16875) per thousand dollars of assessed value of all taxable property in the County. The maximum levy amount in any one year from the Rural Services Basic Fund cannot exceed the equivalent of a tax of three dollars and three-eighths cents (\$3.00375) per thousand dollars of assessed value on all taxable property not located within the corporate limits of a city (i.e.: townships).

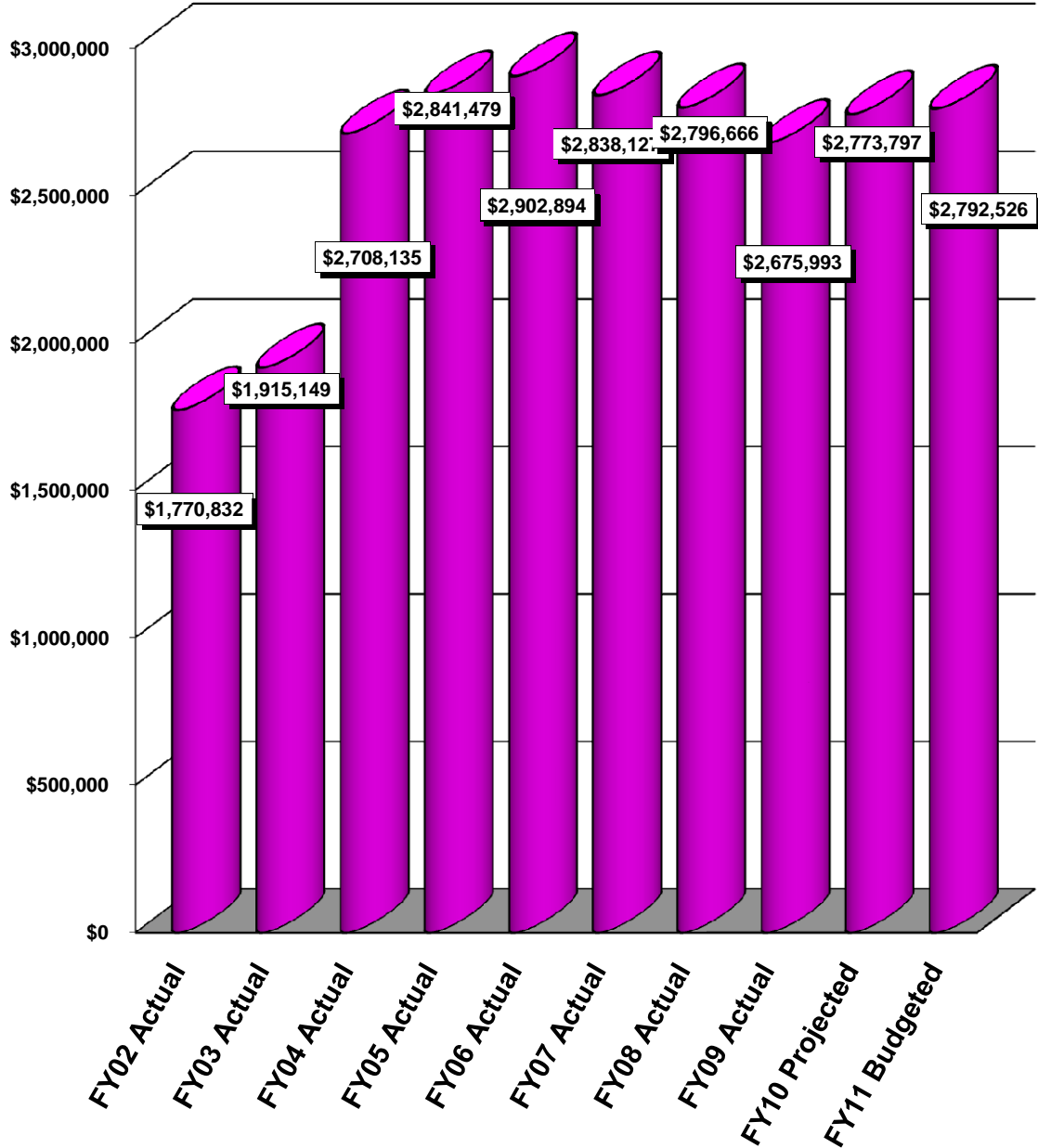
Previously, every four years the allocation formula changed based on a needs assessment performed by the State. While previous needs assessment reports have lowered the County allocated amount in the past, the most current study resulted in a major increase to Scott County. FY04 increased substantially compared to prior fiscal year amounts. This increase will fund construction projects and help keep the rural services property tax levy stable. RUT had a dip in FY09, but is projected to increase a bit for FY10 and FY11. The following information provides a ten year history of State Road Use Tax revenues:

Fiscal Year	Road Use Tax Revenues
2001-02	1,770,832
2002-03	1,915,149
2003-04	2,708,135
2004-05	2,841,479
2005-06	2,902,894
2006-07	2,838,127
2007-08	2,769,188
2008-09	2,675,993
2009-10 (Projected)	2,773,797
2010-11 (Budgeted)	2,792,526

Finally for fiscal year 2011 the urban levy rate used to compute the transfer amount from the General Basic Fund is \$0.09995 or 59% of the maximum \$.16875 levy rate. The rural levy rate is used to compute the transfer amount from the Rural Basic Fund is \$2.35005 or 78% of the maximum \$3.00375 levy rate.

ROAD USE TAX REVENUES

TEN YEAR COMPARISON



This graph shows that after limited growth in recent years, beginning in FY04 Scott County received substantially more in Road Use Taxes (RUT) due to an update of the needs study report which used to be performed every four years. This increased was used toward construction and keeping the rural services property tax levy stable. There was a dip in RUT for FY09, however we project a slight increase through FY11.

SECONDARY ROADS FUND

FUND STATEMENT

	<u>Actual</u> <u>2008-09</u>	<u>Budget</u> <u>2009-10</u>	<u>Revised</u> <u>Estimate</u> <u>2009-10</u>	<u>Budget</u> <u>2010-11</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Intergovernmental	\$ 2,877,207	\$ 3,253,499	\$ 3,020,858	\$ 3,326,403	2.2%
Licenses & Permits	11,620	3,000	7,000	5,000	66.7%
Charges For Services	9,489	2,000	2,000	2,000	0.0%
Miscellaneous	32,388	6,000	6,000	6,000	0.0%
Subtotal Revenues	2,930,704	3,264,499	3,035,858	3,339,403	2.3%
Other Financing Sources:					
Proceeds from sale of fixed assets	-	-	-	-	
Operating Transfers In	2,411,669	2,484,019	2,484,019	2,484,019	0.0%
Total Revenues & Other Sources	5,342,373	5,748,518	5,519,877	5,823,422	1.3%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Roads & Transportation					
Administration	\$ 154,296	\$ 174,500	\$ 174,500	\$ 179,500	2.9%
Engineering	426,776	421,000	421,000	373,000	-11.4%
Bridges & Culverts	158,004	210,000	200,000	240,000	14.3%
Roads	1,534,656	1,619,000	1,594,500	1,646,000	1.7%
Snow & Ice Control	408,278	282,500	326,000	353,000	25.0%
Traffic Controls	157,556	181,500	165,500	176,500	-2.8%
Road Clearing	185,634	160,000	160,000	160,000	0.0%
New Equipment	236,701	470,000	361,177	380,000	-19.1%
Equipment Operation	1,035,663	996,500	1,048,500	1,086,500	9.0%
Tools, Materials, Supplies	34,848	67,000	61,000	62,500	-6.7%
Real Estate & Buildings	348,264	64,000	23,000	64,000	0.0%
Capital Projects	874,692	1,050,000	917,320	671,500	-36.0%
Subtotal Expenditures	5,555,368	5,696,000	5,452,497	5,392,500	-5.3%
Other Financing Uses:	-	-	-	-	
Total Expenditures & Other Uses	5,555,368	5,696,000	5,452,497	5,392,500	-5.3%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(212,995)	52,518	67,380	430,922	720.5%
Beginning Fund Balance - July 1,	\$ 486,404	\$ 444,306	\$ 273,409	\$ 340,789	-23.3%
Ending Fund Balance - June 30,	\$ 273,409	\$ 496,824	\$ 340,789	\$ 771,711	55.3%

RECORDER'S RECORD MANAGEMENT FUND

The 1993 Iowa Legislature created a County Recorder's Record Management Fund to be used exclusively for the preservation of maintenance of public records. The legislation required that a \$1.00 fee per each recorded instrument be deposited into this fund and that the Recorder use the fees collected (and interest earned) to produce and maintain public records that meet archival standards and to enhance the technological storage, and transmission capabilities related to archival quality records. In past years the County Recorder has authorized the purchase of optical imaging equipment to enhance the operations of this office. The Recorder also hired an outside firm to digitize the office's microfilmed records back to 1989, the year the computerized index system was implemented. Most recently, the Recorder's Office used these funds to purchase a new third party computer application to replace the previously in-house developed real estate document system. Based on current transaction levels this fund will receive approximately \$40,000 each year.

RECORDER'S RECORD MANAGEMENT FUND

FUND STATEMENT

	<u>Actual</u> <u>2008-09</u>	<u>Budget</u> <u>2009-10</u>	<u>Revised</u> <u>Estimate</u> <u>2009-10</u>	<u>Budget</u> <u>2010-11</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Charges For Services	\$ 35,162	\$ 36,815	\$ 35,100	\$ 37,500	1.9%
Use of Money & Property	<u>2,341</u>	<u>5,000</u>	<u>-</u>	<u>-</u>	
Subtotal Revenues	37,503	41,815	35,100	37,500	-10.3%
Other Financing Sources:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenues & Other Sources	37,503	41,815	35,100	37,500	-10.3%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Other Financing Uses:					
Operating Transfers Out	<u>\$ 37,854</u>	<u>\$ 40,000</u>	<u>\$ 82,000</u>	<u>\$ 40,000</u>	0.0%
Total Expenditures & Other Uses	37,854	40,000	82,000	40,000	0.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(351)	1,815	(46,900)	(2,500)	-237.7%
Beginning Fund Balance - July 1,	\$ 139,847	\$ 144,997	\$ 139,496	\$ 92,596	-36.1%
Ending Fund Balance - June 30,	\$ 139,496	\$ 146,812	\$ 92,596	\$ 90,096	-38.6%

BUSINESS-TYPE ACTIVITIES FUNDS

GOLF COURSE ENTERPRISE FUND

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

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

The County may at any time during this agreement pay the total prepayment price at which time the land lease is canceled.

The course and clubhouse, called Glynn's Creek, opened July 1, 1992 at Scott County Park. Glynn's Creek has received rave reviews since its opening. While the number of rounds played initially increased steadily since the first year of operation rounds have decreased in recent years. In order to increase revenues, the Conservation Board is beginning to sell season passes to the golf course. These passes are flexible for weekend or weekday play and are available in junior/single/family memberships. The season passes also offer players discounts on food, pro-shop merchandise, & range activities. Also, the payment schedules for the passes are offered on a monthly schedule. The golf course website <http://www.scottcountyiowa.com/glynnscreek/> allows players to reserve tee times online. The golf course expects a reduction in expenditures in FY10 and FY11 as leases on maintenance equipment and GPS golf carts are set to expire in these years. Also, a position in the maintenance department has been left vacant in order to cut expenses. It is noted that the final bond debt payment due in 2013 is on escrow with a third party trustee so the final payment due from golf operations will occur in 2012. This will alleviate any needed future loan advances from the General Fund.

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

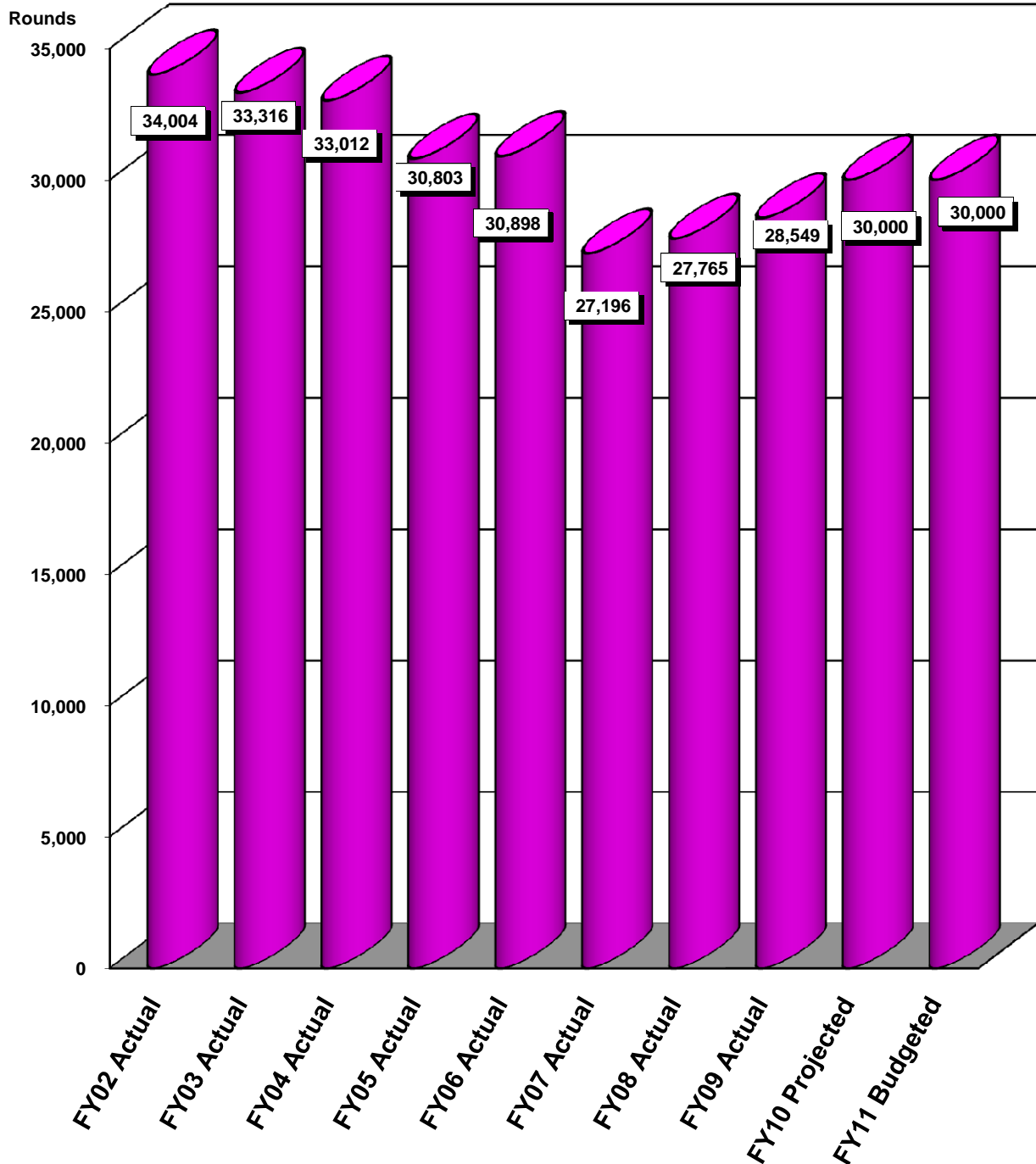
GOLF COURSE ENTERPRISE FUND

FUND STATEMENT

	<u>Actual</u> <u>2008-09</u>	<u>Budget</u> <u>2009-10</u>	<u>Revised</u> <u>Estimate</u> <u>2009-10</u>	<u>Budget</u> <u>2010-11</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Charges For Services	\$ 979,615	\$ 1,298,864	\$ 1,131,865	\$ 1,257,526	-3.2%
Use of Money & Property	1,277	10,000	5,000	5,000	-50.0%
Miscellaneous	990	850	319,660	324,000	
Subtotal Revenues	981,882	1,309,714	1,456,525	1,586,526	21.1%
Other Financing Sources:	-	-	-	-	
Total Revenues & Other Sources	981,882	1,309,714	1,456,525	1,586,526	21.1%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
County Environment & Education	\$ 1,175,412	\$ 1,213,367	\$ 1,169,648	\$ 1,162,029	-4.2%
Subtotal Expenditures	1,175,412	1,213,367	1,169,648	1,162,029	-4.2%
Other Financing Uses:	-	-	-	-	
Total Expenditures & Other Uses	1,175,412	1,213,367	1,169,648	1,162,029	-4.2%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(193,530)	96,347	286,877	424,497	340.6%
Beginning Fund Equity - July 1,	\$ (2,093,620)	\$ (2,213,601)	\$ (2,287,150)	\$ (2,000,273)	-9.6%
Ending Fund Equity - June 30,	\$ (2,287,150)	\$ (2,117,254)	\$ (2,000,273)	\$ (1,575,776)	-25.6%

GLYNNS CREEK GOLF COURSE ROUNDS

TEN YEAR COMPARISON



This graph shows that golf rounds have been decreasing each year since FY01. Golf rounds nationwide and in the Midwest decreased dramatically following the September 11, 2001 terrorist attack as families re-evaluated their leisure time activities and priorities. Since 2007, we have seen an upward trend in the # of rounds played, but we are very weather dependent. The Conservation Board is working hard to retain and increase its customer base through the use of special promotions and continuing to offer a high level of customer service.



DEPARTMENTAL/AGENCY DETAIL

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PUBLIC SAFETY & LEGAL SERVICES

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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 at or below 12%.					
2. To maintain administration personnel as a percent of departmental personnel at or below 8%.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Authorized personnel (FTE's)	30.00	30.75	30.75	30.75	30.75
2. Departmental budget expended	\$2,425,007	\$2,495,920	\$2,569,171	\$2,569,171	\$2,569,171
3. Organizations requiring liaison and coordination	110	110	110	110	110
WORKLOAD					
1. Prosecution of Class A felonies and major case management	55%	55%	55%	55%	55%
2. Time spent on personnel administration	18%	18%	18%	18%	18%
3. Time spent on fiscal management	14%	14%	14%	14%	14%
4. Time spent on liaison activities and coordination	8%	8%	8%	8%	8%
5. Time spent on miscellaneous activities	5%	5%	5%	5%	5%
PRODUCTIVITY					
1. Administration cost as a percent of departmental budget	12%	12%	12%	12%	12%
2. Administration personnel as a percent of departmental personnel	8%	8%	8%	8%	8%
EFFECTIVENESS					
1. Percent of program objectives accomplished	100%	100%	100%	100%	100%
ANALYSIS:					
Total FY11 appropriations for the total department are recommended to increase 2.9% over current budgeted levels.		The primary reason for revenue changes from current budget levels for the total department is the increase in delinquent fine collection in the Criminal (12B) division.		There are no budget issues identified for further Board review during the budget process.	
Non-salary costs for the total department are recommended to decrease 3.7% under current budgeted levels for the total department.		The primary reasons for appropriation changes from current budget levels in the Administration Division are membership fees.		This departmental budget supports the County's Target Issues and Management Agenda.	
Revenues are recommended to increase 63.3% over current budgeted amounts for the total department.					
For this program, non-salary costs are recommended to decrease 35.6% and total appropriations to decrease 3.5% under current budgeted amounts. This program does not generate revenue.					
There are no organizational change requests for the administration division.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Attorney Administration (12A)		ACTUAL	BUDGET	PROJECTED	REQUEST	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
282-A Executive Secretary/Paralegal		-	0.75	0.75	0.50	0.50
252-A Executive Secretary		0.75	-	-	-	-
151-C Clerk II		-	0.40	0.40	-	-
141-C Clerk II		0.40	-	-	-	-
TOTAL POSITIONS		3.05	3.05	3.05	2.40	2.40
APPROPRIATION SUMMARY:						
Personal Services		\$287,201	\$297,197	\$301,710	\$289,538	\$289,538
Expenses		2,464	8,700	5,500	5,500	5,500
Supplies		38		100	100	100
TOTAL APPROPRIATIONS		\$289,703	\$305,897	\$307,310	\$295,138	\$295,138

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 that quarterly the number of indictable cases closed is at least 87% of cases open.					
2. To ensure that quarterly the number of non-indictable cases closed is at least 90% of cases filed.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. New felony cases		954	1,300	1,000	1,000
2. New indictable traffic, serious, aggravated, misdemeanor cases		3,798	3,700	3,700	3,700
3. New non-indictable simple misdemeanors (that did not plead)		1,757	1,700	1,700	1,700
4. Open indictable cases at quarter end		4,927	3,600	4,370	4,370
5. Juvenile intake of delinquent, CHINA, terminations		579	800	575	575
WORKLOAD					
1. Jury/Court trials held indictable/non-indictable cases		233	250	240	240
2. Cases disposed of indictable (plea agreements/dismissals/trials)		4,126	5,000	4,000	4,000
3. Cases disposed of non-indictable (misdemeanors that did not plead)		1,573	1,600	1,500	1,500
4. Uncontested juvenile hearings		1,790	2,000	1,800	1,800
5. Evidentiary juvenile hearings		267	300	275	275
PRODUCTIVITY					
1. Cost per indictable case disposed of (65%)		\$277.61	\$238.48	\$270.00	\$270.00
2. Cost per non-indictable case disposed of (10%)		\$118.35	\$120.39	\$120.00	\$120.00
3. Cost per juvenile uncontested/evidentiary hearing (25%)		\$226.26	\$209.37	\$225.00	\$225.00
EFFECTIVENESS					
1. Percent of program objectives accomplished		393	287	375	375
2. Indictable closed/percentage of cases open-quarterly		73%	100%	87%	87%
3. Non-indictable closed/percentage of non-indictable open-quarterly		87%	94%	90%	90%
4. Percentage of Juvenile cases going to hearing-quarterly		100%	100%	100%	100%
ANALYSIS:					
Total FY11 appropriations for 12B Criminal Prosecution are recommended to increase 4.2% over current budgeted levels.		The primary reason for revenue changes from current budget levels is the increase in delinquent fine collection in the Criminal (12B) division.		There are no budget issues identified for further Board review during the budget process.	
Revenues are recommended to increase 63.3% over current budgeted amounts for the Criminal Division.		The primary reasons for appropriation changes from current budget levels in the Criminal Division are memberships, legal transcripts and periodicals and subscription fees.		This departmental budget supports the County's Target Issues and Management Agenda.	
For this program, non-salary costs are recommended to decrease 1% under current budgeted amounts.					
There are no organizational change requests for the criminal division.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Criminal Prosecution (12B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
X County Attorney		0.50	0.20	0.20	0.30	0.30
Y First Assistant Attorney		0.35	0.35	0.35	0.60	0.60
611-A Attorney II		2.00	2.00	2.00	2.00	2.00
464-A Attorney I		10.00	10.00	10.00	10.00	10.00
323-A Case Expeditor		1.00	1.00	1.00	1.00	1.00
316-A Paralegal-Audio/Visual Production Specialist		1.00	1.00	1.00	1.00	1.00
282-A Paralegal		0.75	0.75	0.75	1.00	1.00
282-A Executive Secretary/Paralegal		0.25	0.25	0.25	0.25	0.25
223-C Victim/Witness Coordinator		1.00	1.00	1.00	1.00	1.00
223-C Fine Collection Coordinator				1.00	1.00	1.00
214-C Administrative Assistant-Juvenile Court		1.00	1.00	1.00	1.00	1.00
214-C Intake Coordinator		1.00	1.00	1.00	1.00	1.00
177-C Legal Secretary-District Court		1.00	1.00	1.00	1.00	1.00
191-C Senior Clerk-Victim Witness		1.00	1.00	1.00	1.00	1.00
162-C Clerk III		1.00	1.00	1.00	1.00	1.00
151-C Clerk II-Data Entry		0.50	0.50	0.50	1.00	1.00
151-C Clerk II-Receptionist		1.00	1.00	1.00	1.00	1.00
Z Summer Law Clerk		0.76	0.76	0.76	0.57	0.57
TOTAL POSITIONS		24.11	23.81	24.81	25.72	25.72
REVENUE SUMMARY:						
Intergovernmental		\$1,600	\$1,600	\$1,600	\$1,600	\$1,600
Fines & Forfeitures		79,063	30,000	35,000	72,550	72,550
Miscellaneous		132	-	-	-	-
TOTAL REVENUES		\$80,795	\$31,600	\$36,600	\$74,150	\$74,150
APPROPRIATION SUMMARY:						
Personal Services		\$1,755,068	\$1,800,561	\$1,823,505	\$1,881,939	\$1,881,939
Equipment		-	5,500	1,500	1,500	1,500
Expenses		78,017	82,100	87,800	87,800	87,800
Supplies		32,172	38,000	35,000	35,000	35,000
TOTAL APPROPRIATIONS		\$1,865,257	\$1,926,161	\$1,947,805	\$2,006,239	\$2,006,239

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		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Non-Litigation Services Intake (Adult Abuse, Claim Notices, County Attorney Opinions, Guardianship, and Real Estate Transactions)		435	300	400	400
2. Litigation Services Intake (Civil Rights Commission, Mental Health Hearings, Civil Suits, Forfeitures, Workers' Comp)		225	300	200	200
3. On-going quarterly major case litigation		5	5	5	5
WORKLOAD					
1. Non-Litigation Services cases closed (see above for case type)		434	275	400	400
2. Litigation Services cases closed (see above for case type)		221	300	200	200
3. On-going quarterly major case litigation		5	5	5	5
PRODUCTIVITY					
1. Cost per Non-Litigation Service provided (55%)		\$347.11	\$527.72	\$350.00	\$350.00
2. Cost per Litigation Service provided (45%)		\$557.72	\$395.79	\$550.00	\$550.00
3. Average cost of both non-litigation and litigation services		\$452.41	\$461.76	\$450.00	\$450.00
EFFECTIVENESS					
1. Percent of program objectives accomplished		100%	100%	100%	100%
2. Litigation requests responded to		100%	100%	100%	100%
ANALYSIS:					
Total FY11 appropriations for the Civil Division are recommended to increase 1.5% over current budgeted levels.		The primary reason for revenue changes from current budget levels for the total department is the increase in delinquent fine collection in the Criminal (12B) division.		There are no budget issues identified for further Board review during the budget process.	
The Civil Division does not generate revenue.				This departmental budget supports the	
For this program, non-salary costs are recommended to decrease 22.7% under current budgeted amounts.		The primary reasons for appropriation change from current budget levels in the Civil Division are decreasing budget line items.		County's Target Issues and Management Agenda.	
There are no organizational change requests for the Civil Division.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Corporation Counsel/Civil (12D)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
X County Attorney		0.50	0.30	0.30	0.20	0.20
Y First Assistant Attorney		0.25	0.25	0.25	-	-
A Assistant Attorney II			1.00	-	-	-
A Assistant Attorney I			1.00	-	-	-
611-A Attorney II		1.00	-	1.00	1.00	1.00
282-A Executive Secretary/Paralegal		0.25	0.25	0.25	0.25	0.25
194-C Legal Secretary		1.00	1.00	1.00	1.00	1.00
151-C Clerk II		0.10	0.10	0.10	-	-
Z Summer Law Clerk		0.24	0.24	0.24	0.18	0.18
TOTAL POSITIONS		3.34	4.14	3.14	2.63	2.63
APPROPRIATION SUMMARY:						
Personal Services		\$272,908	\$260,562	\$263,816	\$265,244	\$265,244
Expenses		1,036	3,300	2,550	2,550	2,550
TOTAL APPROPRIATIONS		\$273,944	\$263,862	\$266,366	\$267,794	\$267,794

SERVICE AREA: Public Safety		PROGRAM: Public Health Safety (20D/F/G)			
ACTIVITY: Public Safety		ORGANIZATION: Health Department			
PROGRAM MISSION: Protect and promote health, assuring quality standards, and assisting the population in accessing health care.					
PROGRAM OBJECTIVES:					
1. Quality Assurance review and report will be completed for 10% of all emergency medical transports and of that 98% will meet EMS protocols.					
2. Maintain 90% of all inmate medical contacts within the facility.					
3. 99% of deaths per Iowa Code will have cause and manner determined by medical examiner.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Number of emergency medical transports		27,303	26,500	27,500	27,500
2. Number of jail inmate medical contacts		10,617	10,500	10,617	10,617
3. Number of total deaths in Scott County		1,498	1,450	1,500	1,500
WORKLOAD					
1. Number of emergency medical services QA reviews		1,604	2,650	2,750	2,750
2. Number of health related inmate medical contacts provided within the jail		10,198	9,450	10,198	10,198
3. Number of death cases requiring medical examiner services		268	220	220	220
PRODUCTIVITY					
1. \$/review emerg med serv transports reviewed by medical director		\$10.94	\$7.45	\$15.65	\$15.65
2. Cost/inmate medical contact		\$19.29	\$19.46	\$21.66	\$21.66
3. Cost/death cases for medical examiner services		\$294.30	\$309.12	\$303.16	\$303.16
EFFECTIVENESS					
1. Percent of program objectives accomplished		98%	98%	98%	98%
2. Percent of inmate medical care provided within the jail		96%	90%	90%	90%
3. Percent of Iowa Code defined death's cause and manner determined by medical examiner		100%	99%	99%	99%
ANALYSIS:					
Revenues for this program are expected to decrease 83.3% from estimated FY'10 budgeted amounts and are primarily due to the FY'10 preparedness dollars received for H1N1 vaccination planning and clinics in FY'10 that will be significantly reduced as the H1N1 outbreak wanes. Non-salary expenses are expected to decrease 7.2% primarily for the reduction in pharmacy expenses due to psychotropic's being paid out of the Community Services mental health fund. There are no organizational change requests for this program. PPB indicators are projected to remain stable with FY'09 actuals with the exception of emergency medical services quality assurance reviews (W.1) which are expected to increase..					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Public Health Safety (20D/F/G)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
417-A Public Health Services Coordinator		1.00	1.00	1.00	1.00	1.00
417-A Correctional Health Coordinator		1.00	1.00	1.00	1.00	1.00
366-A Public Health Nurse		4.00	4.00	4.00	4.00	4.00
355-A Community Health Consultant		1.00	1.00	1.00	1.00	1.00
230-A Public Health Nurse-LPN		-	-	-	-	-
209-A Medical Assistant		1.00	1.00	1.00	1.00	1.00
141-A Resource Assistant		0.45	0.45	0.45	0.45	0.45
Z Health Services Professional		0.30	0.30	0.30	0.30	0.30
TOTAL POSITIONS		8.75	8.75	8.75	8.75	8.75
REVENUE SUMMARY:						
Intergovernmental		\$85,719	\$55,500	\$648,234	\$100,675	\$100,675
Miscellaneous		13,264	29,000	9,000	9,000	9,000
TOTAL REVENUES		\$98,983	\$84,500	\$657,234	\$109,675	\$109,675
APPROPRIATION SUMMARY:						
Personal Services		\$617,745	\$660,095	\$732,251	\$776,235	\$776,235
Equipment		1,598	-	-	-	-
Expenses		1,014,354	1,177,441	1,305,118	1,092,798	1,092,798
Supplies		21,539	19,218	19,295	19,139	19,139
TOTAL APPROPRIATIONS		\$1,655,236	\$1,856,754	\$2,056,664	\$1,888,172	\$1,888,172

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 \$200 with exception of cost recovery from out-of-county clients.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Persons admitted		291	250	250	250
2. Average daily detention population		10	10	10	10
3. Days of out-of-county client care		1,047	1,100	1,100	1,100
4. Total days of client care		3,792	4,000	4,000	4,000
WORKLOAD					
1. Intakes processed		291	250	250	250
2. Baby-sits		4	4	4	4
3. Total visitors processed		2,596	3,000	3,000	3,000
PRODUCTIVITY					
1. Minutes per intake		30	30	30	30
2. Hours per baby-sits		4	4	4	4
3. Visitors processed per day		7	10	10	10
4. Cost per Client per Day		\$221	\$217	\$217	\$217
EFFECTIVENESS					
1. Percent of program objectives accomplished		0	0	0	0
2. Special incidents by detainees requiring staff intervention		29	50	50	50
3. Average daily detention population as a % of facility capacity		65%	63%	62%	62%
4. Average length of stay per resident (days)		13	14	14	14
5. Revenues collected		\$312,696	\$306,200	\$306,200	\$306,200
ANALYSIS:					
Total FY11 appropriations for the total department are recommended to increase 0.3%over current budgeted levels. Non-salary costs are recommended to decrease 5% under current budgeted levels for the total department. Revenues are recommended to decrease 11% under current budgeted amounts for the total department.		The primary reasons for revenue changes from current budget levels are: State reimbursement funding stream as a whole is down. So our portion of that whole is less. Also, the state legislature has proposed a 1 million dollar decrease in detention spending. If passed in totality, it could result in 25-30% reduction in our state reimbursement funds.		There are no budget issues identified for further Board review during the budget process.	
There are no organizational change requests for the department.		The primary reason for appropriation changes from current budget levels is the cut back of spending in order to balance the budget.		This departmental budget supports the County's Target Issues and Management Agenda.	
		There are no PPB indicators that are in need of highlighting.			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Juvenile Detention (22B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
571-A Juvenile Detention Center Director		1.00	1.00	1.00	1.00	1.00
323-A Shift Supervisor		2.00	2.00	2.00	2.00	2.00
215-A Detention Youth Supervisor		11.20	11.20	11.20	12.80	12.80
TOTAL POSITIONS		14.20	14.20	14.20	15.80	15.80
REVENUE SUMMARY:						
Intergovernmental		\$191,069	\$216,500	\$156,500	\$116,500	\$116,500
Fees and Charges		122,620	125,000	150,000	150,000	150,000
Miscellaneous		8	250	2,200	250	250
TOTAL REVENUES		\$313,697	\$341,750	\$308,700	\$266,750	\$266,750
APPROPRIATION SUMMARY:						
Personal Services		\$788,661	\$909,276	\$892,815	\$916,381	\$916,381
Equipment		467	2,600	1,500	1,500	1,500
Expenses		36,790	38,950	36,985	36,985	36,985
Supplies		41,972	45,600	39,200	44,200	44,200
TOTAL APPROPRIATIONS		\$867,890	\$996,426	\$970,500	\$999,066	\$999,066

SERVICE AREA: Court Services		PROGRAM: Court Support Costs (23B)			
ACTIVITY: Alternative Sentencing		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 include associated Grand Jury expense.					
PROGRAM OBJECTIVES:					
1. To complete 74% of sentences ordered annually.					
2. To complete 86% of hours ordered annually.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Annual community service sentencing referrals		1,889	1,250	1,800	1,800
2. Annual community service sentencing secondary referrals		353	300	325	325
3. Annual community service hours ordered		291,569	180,000	250,000	250,000
4. Annual cases reported in unsupervised and magistrate court		4,289	3,600	4,000	4,000
WORKLOAD					
1. Community service sentences completed annually		1,387	900	1,300	1,300
2. Agencies used for community service completions		46	46	46	46
3. Annual community service hours performed (completed/withdrawn)		225,510	180,000	200,000	200,000
4. Withdrawn community service sentences annually		817	600	700	700
5. Community Service Referral no-shows/reschedules/walk-ins		1,212	900	1,000	1,000
PRODUCTIVITY					
1. Monthly average active caseload		371	255	350	350
EFFECTIVENESS					
1. Percent of program objectives accomplished		73%	75%	74%	74%
2. Completed hours as a percentage of hours ordered		77%	95%	86%	86%
ANALYSIS:					
The Alternative Sentencing Program is a program supported under the Sheriff's Department and has no direct appropriations other than salary and benefits for the Program Coordinator covered by the Sheriff's budget.		Appropriations are attributed to grand jury expen and the Juvenile Justice County Base Progra Revenue stems from court appointed fees, fine refunds, and the Juvenile Justice County Ba Program, offset by Juvenile Justice Heari Expense.			
As provided by statue the County and 7th Judicial have an agreement whereby 7th Judicial District partially funds the program. Otherwise, this program does not generate revenue.		This program supports the County's Target Issu and Management Agenda.			
There are no organizational change requests for this program.		This departmental budget supports the Count Target Issues and Management Agenda.			
There are no budget issues identified for further Board review during the budget process.					
Other non-departmental appropriations and 23B revenue have no relationship to the Alternative Sentencing Program.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Court Support Costs (23B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
REVENUE SUMMARY:						
Intergovernmental		\$30,288	\$32,888	\$35,728	\$34,074	\$34,074
Fees and Charges		125,950	131,646	131,646	131,646	131,646
Miscellaneous		1,648	600	600	600	600
TOTAL REVENUES		\$157,886	\$165,134	\$167,974	\$166,320	\$166,320
APPROPRIATION SUMMARY:						
Expenses		\$144,613	\$148,305	\$52,055	\$52,055	\$52,055
Supplies		-	1,600	1,600	1,600	1,600
TOTAL APPROPRIATIONS		\$144,613	\$149,905	\$53,655	\$53,655	\$53,655

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 2.50% or less.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Authorized personnel (FTE's)		165.70	170.30	170.30	170.30
2. Department budget		\$13,349,697	\$13,770,526	\$12,753,907	\$12,753,907
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		2.12%	2.15%	2.90%	2.90%
2. Administration personnel as a percent of departmental personnel		1.57%	2.08%	2.50%	2.50%
EFFECTIVENESS					
1. Percent of program objectives accomplished		100%	100%	100%	100%
ANALYSIS:					
Total FY11 appropriations for the total office are recommended to decrease 10.2% from current budgeted levels. Non-salary costs are recommended to decrease 32.5% from current budgeted levels for the total office. This number is high due to decreasing the Service Contract (housing prisoners out of County) from \$250,000 to zero and moving some costs from the Sheriff's budget to SECC in 28H. Revenues are recommended to decrease 10.9% from current budgeted amounts for the total office.		The primary reasons for revenue changes from current budget levels is the economic situation. There is much uncertainty and unpredictability with grant funding and revenue dollars.		This office's budget supports the County's Target Issues and Management Agenda by adjusting the 2010 budget to the 2008 non-personnel expenditures with a 0% increase in the 2011 budget, by participating in the Wall of Savings and LEAN Concepts as well as actively contributing to the transition from the Scott County Communications Center to the Scott Emergency Communication Center (SECC).	
For this program, non-salary costs are recommended to decrease 28.7% over current budgeted amounts.		The primary reason for appropriation changes from current budget levels is decreased funding for equipment and supplies.			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Sheriff Administration (28A)		ACTUAL	BUDGET	PROJECTED	REQUEST	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
316-A Office Administrator					0.60	0.60
271-A Office Supervisor		0.60	0.60	0.60	-	-
198-A Senior Clerk					-	-
220-A Senior Accounting Clerk/Receptionist					1.00	1.00
TOTAL POSITIONS		2.60	2.60	2.60	3.60	3.60
REVENUE SUMMARY:						
Miscellaneous		\$773	\$700	\$0	\$700	\$700
TOTAL REVENUES		\$773	\$700	\$0	\$700	\$700
APPROPRIATION SUMMARY:						
Personal Services		\$257,271	\$267,580	\$340,499	\$346,153	\$346,153
Equipment		652	2,000	1,500	670	670
Expenses		16,177	22,830	17,180	14,950	14,950
Supplies		10,273	11,350	8,975	10,162	10,162
TOTAL APPROPRIATIONS		\$284,373	\$303,760	\$368,154	\$371,935	\$371,935

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 10 minutes or less.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Calls for service/assistance		27,235	29,500	30,000	30,000
WORKLOAD					
1. Court appearances as witnesses		85	100	115	115
2. Number of traffic citations		2802	2,550	2,700	2,700
PRODUCTIVITY					
1. Cost per response.		\$83.65	\$85.00	\$85.78	\$85.78
EFFECTIVENESS					
1. Percent of program objectives accomplished		4.2	5.0	5.0	5.0
2. Number of traffic accidents		322	204	250	250
ANALYSIS:					
<p>Total FY11 appropriations for the total office are recommended to decrease 10.2% from current budgeted levels. Non-salary costs are recommended to decrease 32.5% from current budgeted levels for the total office. This number is high due to decreasing the Service Contract (housing prisoners out of County) from \$250,000 to zero and moving some costs from the Sheriff's budget to SECC in 28H. Revenues are recommended to decrease 10.9% from current budgeted amounts for the total office.</p> <p>For this program, non-salary costs are recommended to decrease 9.9% from current budgeted amounts.</p> <p>The primary reasons for appropriation changes from current budget levels are the funding reductions in supplies and equipment.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Patrol (28B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
519-A Captain	-	1.00	1.00	1.00	1.00	1.00
464-A Lieutenant	3.00	3.00	3.00	3.00	3.00	3.00
451-E Sergeant	4.00	4.00	4.00	4.00	4.00	4.00
329-E Deputy	18.00	18.00	18.00	18.00	18.00	18.00
TOTAL POSITIONS	25.00	26.00	26.00	26.00	26.00	26.00
REVENUE SUMMARY:						
Intergovernmental	\$105,108	\$61,000	\$36,000	\$36,000	\$36,000	\$36,000
Fees and Charges	1,074	1,200	950	1,200	1,200	1,200
Miscellaneous	13,838	13,000	16,000	11,000	11,000	11,000
TOTAL REVENUES	\$120,020	\$75,200	\$52,950	\$48,200	\$48,200	\$48,200
APPROPRIATION SUMMARY:						
Personal Services	\$1,952,533	\$2,199,294	\$2,257,545	\$2,220,959	\$2,220,959	\$2,220,959
Equipment	6,747	19,000	14,250	5,355	5,355	5,355
Expenses	128,246	181,665	136,100	177,820	177,820	177,820
Supplies	204,223	190,580	166,025	169,279	169,279	169,279
TOTAL APPROPRIATIONS	\$2,291,749	\$2,590,539	\$2,573,920	\$2,573,413	\$2,573,413	\$2,573,413

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.				
2. To keep the in-house inmate population within the State cap and house out-of-county only when needed.				
	2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND				
1. Persons booked	9,011	9,500	8,847	8,847
2. Average daily jail population	267	300	257	257
3. Persons released	3,016	9,450	8,933	8,933
4. Average length of stay of inmates processed	9.4	10.0	9.0	9.0
5. Prisoners handled by bailiff	9,533	10,500	10,000	10,000
6. Extraditions received	291	350	298	298
WORKLOAD				
1. Meals served	313442	350,000	311,262	311,262
2. Number of persons finger printed	6,146	6,300	6,152	6,152
3. Prisoner days	97523	125,000	92,454	92,454
4. Number of prisoners transported	1381	1,200	1,089	1,089
5. Inmates per correctional officer on duty-day/evening/night	20.3/24	25/27	19/23	19/23
6. Mental health commitments transported	39	36	36	36
PRODUCTIVITY				
1. Operating cost per prisoner day	\$73.78	\$55.00	\$76.45	\$76.45
2. Food cost per meal	\$1.98	\$0.90	\$1.98	\$1.98
3. Paid inmate days/cost out-of-county	1170/63210	0	0	0
4. Cost per prisoner in court	\$77.44	\$77.00	\$82.10	\$82.10
EFFECTIVENESS				
1. Percent of program objectives accomplished	77	75	75	75
2. Percentage of felons to total population	54.0%	55.0%	55.0%	55.0%
3. Prisoner escapes from jail	-	-	-	-
4. Prisoner escapes during transportation	-	-	-	-
5. Prisoner escapes during court	-	-	-	-
6. Number of deaths in jail	-	-	-	-
ANALYSIS:				
Total FY11 appropriations for the total office are recommended to decrease 10.2% from current budgeted levels. Non-salary costs are recommended to decrease 32.5% from current budgeted levels for the total office. This number is high due to decreasing the Service Contract (housing prisoners out of County) from \$250,000 to zero and moving some costs from the Sheriff's budget to SECC in 28H. Revenues are recommended to decrease 10.9% from current budgeted amounts for the total office.				
For this program, non-salary costs are recommended to decrease 34.7% from current budgeted amounts. The primary reason for appropriation changes from current budget levels are the Service Contract (housing prisoners out of County) has decreased from \$250,000 to zero and a funding reduction in equipment and supplies.				

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Corrections Division (28C)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
705-A Jail Administrator	1.00	1.00	1.00	1.00	1.00	1.00
540-A Assistant Jail Administrator	1.00	1.00	1.00	1.00	1.00	1.00
449-A Corrections Captain	-	-	-	-	-	-
406-A Shift Commander (Coorections Lieutenant)	2.00	2.00	2.00	2.00	2.00	2.00
400-A Support/Program Supervisor	-	-	-	-	-	-
353-A Corrections Lieutenant	-	-	-	-	-	-
332-A Corrections Sergeant	14.00	14.00	14.00	15.00	15.00	15.00
332-A Food Service Manager	1.00	1.00	1.00	1.00	1.00	1.00
323-A Program Services Coordinator	2.00	2.00	2.00	2.00	2.00	2.00
289-A Classification Specialist	2.00	2.00	2.00	2.00	2.00	2.00
262-A Lead Bailiff	1.00	1.00	1.00	1.00	1.00	1.00
246-H Correction Officer	56.00	59.00	59.00	59.00	59.00	59.00
220-A Bailiffs	11.25	11.20	11.20	11.20	11.20	11.20
220-C Senior Accounting Clerk	1.00	1.00	1.00	1.00	1.00	1.00
198-A Alternative Sentence Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
198-A Senior Clerk	1.00	1.00	1.00	-	-	-
177-C Inmate Services Clerk	1.00	1.00	1.00	1.00	1.00	1.00
176-H Jail Custodian/Correction Officer	4.00	4.00	4.00	4.00	4.00	4.00
176-C Cook	3.60	3.60	3.60	3.60	3.60	3.60
141-C Clerk II	-	-	-	-	-	-
Laundry Officer		1.0	0	0	0	0
TOTAL POSITIONS	102.85	106.80	105.80	105.80	105.80	105.80
REVENUE SUMMARY:						
Intergovernmental	\$28,113	\$8,500	\$10,000	\$10,000	\$10,000	\$10,000
Fees and Charges	55,302	552,509	517,950	551,650	551,650	551,650
Miscellaneous	2,791	6,488	1,350	2,100	2,100	2,100
TOTAL REVENUES	\$86,206	\$567,497	\$529,300	\$563,750	\$563,750	\$563,750
APPROPRIATION SUMMARY:						
1. Percent of program objectives accomplished	\$6,807,102	\$6,984,771	\$6,964,871	\$7,060,020	\$7,060,020	\$7,060,020
Equipment	54,322	77,000	57,750	51,725	51,725	51,725
Expenses	530,954	471,616	164,700	151,640	151,640	151,640
Supplies	529,652	720,933	568,005	625,334	625,334	625,334
TOTAL APPROPRIATIONS	\$7,922,030	\$8,254,320	\$7,755,326	\$7,888,719	\$7,888,719	\$7,888,719

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		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Number of 9-1-1 calls		12,442	12,000	12,250	12,250
2. Number of non 9-1-1 calls		38,733	20,000	37,500	37,500
3. Number of communications transactions		404,834	450,000	425,000	425,000
WORKLOAD					
1. Number of EMD calls handled		696	850	725	725
2. Number of warrants entered		2535	2,750	2,850	2,850
3. Number of warrant validations		2431	2,450	2,500	2,500
PRODUCTIVITY					
1. Cost per 9-1-1 call (10%)		\$10.30	\$10.32	N/A	N/A
2. Cost per EMD call (5%)		\$92.04	\$76.18	N/A	N/A
EFFECTIVENESS					
1. Percent of program objectives accomplished		52.0%	52.0%	60.0%	60.0%
ANALYSIS:					
Total FY11 appropriations for the total office are recommended to decrease 10.2% from current budgeted levels. Non-salary costs are recommended to decrease 32.5% from current budgeted levels for the total office. This number is high due to decreasing the Service Contract (housing prisoners out of County) from \$250,000 to zero and moving some costs from the Sheriff's budget to SECC in 28H. Revenues are recommended to decrease 10.9% from current budgeted amounts for the total office.		Productivity indicators will not be accurately figured due to the salaries and some expenses of 28H being transferred to SECC.			
For this program, non-salary costs are recommended to decrease 54.7% from current budgeted amounts. This reduction in appropriations is due to the transition of expenses to SECC from the Sheriff's Office.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Support Services Division (28H/M)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
464-A Lieutenant		1.00	1.00	1.00	-	-
300-A Chief Telecommunications Operator		1.00	1.00	1.00	1.00	1.00
316-A Office Administrator					0.40	0.40
271-A Office Administrator		0.40	0.40	0.40	-	-
271 -Lead Public Safety Dispatcher		3.00		3.00	3.00	3.00
252-A Public Safety Dispatcher		8.00	8.00	8.00	8.00	8.00
191-C Senior Accounting Clerk		1.00	1.00	1.00	1.00	1.00
177-C Senior Clerk		1.00	1.00	1.00	1.00	1.00
162-A Warrant Clerk		1.00	1.00	1.00	1.00	1.00
162-A Clerk III		3.50	3.95	3.50	3.50	3.50
TOTAL POSITIONS		19.90	17.35	19.90	18.90	18.90
REVENUE SUMMARY:						
Licenses and Permits		\$21,933	\$13,000	\$15,000	\$13,000	\$13,000
Fees and Charges		8,540	2,950	2,500	2,450	2,450
Miscellaneous		203	400	-	100	100
TOTAL REVENUE		\$30,676	\$16,350	\$17,500	\$15,550	\$15,550
APPROPRIATION SUMMARY:						
Personal Services		\$1,252,014	\$1,354,795	\$1,296,932	\$337,873	\$337,873
Equipment		10,032	15,700	11,775	9,440	9,440
Expenses		329,808	343,050	280,635	157,905	157,905
Supplies		25,985	27,775	20,550	15,081	15,081
TOTAL APPROPRIATIONS		\$1,617,839	\$1,741,320	\$1,609,892	\$520,299	\$520,299

SERVICE AREA: Public Safety		PROGRAM: Criminal Investigations Division (28I)		
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 Office deputies.				
PROGRAM OBJECTIVES:				
1. To investigate all cases submitted for follow-up.				
2. To serve 95% or more of all process documents received.				
3. To maintain administrative cost per document of \$30.00 or less.				
PERFORMANCE INDICATORS	2008-2009	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND				
1. Process documents received	14,002	15,200	15,350	15,350
2. Number of investigations assigned	289	300	300	300
WORKLOAD				
1. Number of investigations per officer	96	100	100	100
2. Number of mental commitments	481	475	500	500
PRODUCTIVITY				
1. Deputy cost per document tried to serve	\$26.61	\$25.00	\$23.27	\$23.27
2. Cost per investigation conducted	\$3,053.04	\$3,250.00	\$3,474.43	\$3,474.43
3. Administrative cost per document tried to serve.	\$23.42	\$25.00	\$23.03	\$23.03
EFFECTIVENESS				
1. Percent of program objectives accomplished	22,793	24,000	24,000	24,000
2. Number of documents unable to be served	89	1,200	1,250	1,250
3. Percent of documents successfully served	99.4%	95%	95%	95%
ANALYSIS:				
Total FY11 appropriations for the total office are recommended to decrease 10.2% from current budgeted levels. Non-salary costs are recommended to decrease 32.5% from current budgeted levels for the total office. This number is high due to decreasing the Service Contract (housing prisoners out of County) from \$250,000 to zero and moving some costs from the Sheriff's budget to SECC in 28H. Revenues are recommended to decrease 10.9% from current budgeted amounts for the total office.				
For this program, non-salary costs are recommended to decrease 17.4% from current budgeted amounts. The primary reason for appropriation changes from current budget levels is a funding reduction in equipment and supplies.				

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Criminal Investigations Division (28E/I)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
519-A Captain		1.00	1.00	1.00	-	-
451-E Sergeant		2.00	2.00	2.00	2.00	2.00
329-E Deputy		13.00	13.00	13.00	13.00	13.00
Civil Evidence Technician					-	-
464-A Lieutenant					1.00	1.00
TOTAL POSITIONS		16.00	16.00	16.00	16.00	16.00
REVENUE SUMMARY:						
Intergovernmental		\$75,268	\$20,000	\$39,010	\$35,000	\$35,000
Fees and Charges		326,217	300,000	312,000	302,000	302,000
Miscellaneous		23,212	4,100	3,000	3,500	3,500
TOTAL REVENUES		\$424,697	\$324,100	\$354,010	\$340,500	\$340,500
APPROPRIATION SUMMARY:						
Personal Services		\$1,164,281	\$1,198,045	\$1,373,229	\$1,302,450	\$1,302,450
Equipment		1,849	2,500	1,875	25	25
Expenses		45,632	58,415	44,155	48,087	48,087
Supplies		53,006	56,600	43,975	48,979	48,979
TOTAL APPROPRIATIONS		\$1,264,768	\$1,315,560	\$1,463,234	\$1,399,541	\$1,399,541

SERVICE AREA: Public Safety & Legal Services		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 600					
2. To ensure that the number of runs exceeding 15 minute response time are 1% or less.					
PERFORMANCE INDICATORS		2007-08 ACTUAL	2008-09 PROJECTED	2009-10 REQUEST	2009-10 ADOPTED
DEMAND					
1. Calls for service		525	600	600	600
WORKLOAD					
1. Calls answered		525	600	600	600
PRODUCTIVITY					
1. Cost per call		\$523.86	\$600.00	\$600.00	\$600.00
EFFECTIVENESS					
1. Number of volunteers		22	15	15	15
2. Percent of runs exceeding 15 minute response time		1%	1%	1%	1%
3. County subsidy as a percent of program costs		11%	17%	17%	17%
ANALYSIS:					
Total FY10 appropriations for the agency are recommended to decrease 20.2% over budgeted amounts. Revenues are also recommended to decrease 1.9% with current budgeted amounts. There are some organizational changes for the agency in that they now employ three fulltime staff and are looking to increase that number to five in FY'10 as volunteers are increasingly difficult to recruit. The primary reasons for a revenue decrease with current budget levels are: a decrease in miscellaneous revenue (no Scott County Regional Authority dollars). The primary reasons for appropriations decreasing with current budget levels are: a reduction in run reimbursement for volunteers due to the increase in paid staff working. Buffalo is planning on moving their station to Blue Grass during the FY09 budget year. The public safety building is expected to be finished during February '09 with an occupancy date of early Spring.		Several PPB Indicators are highlighted as follows: calls for service (D.1) and calls answered (W.1) are expected to increase to about 600 per year. County funding is recommended to remain at \$32,650 as it has for a number of years.			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Emergency Care & Transfer (37A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Volunteers		22.00	15.00	15.00	15.00	
TOTAL POSITIONS		22.00	15.00	15.00	15.00	
REVENUE SUMMARY:						
Municipal Subsidy	\$0	\$15,500	\$8,500	\$18,500		
Service Fees	107,002	190,000	135,000	190,000		
Other	183,008	27,550	62,025	19,480		
SUB-TOTAL REVENUES		\$290,010	\$233,050	\$205,525	\$227,980	
Scott County Contribution	22,650	22,650	22,650	22,650	22,650	22,650
Funding Reserve	-	10,000	20,000	10,000	10,000	10,000
TOTAL COUNTY CONTRIBUTION		\$22,650	\$32,650	\$42,650	\$32,650	\$32,650
TOTAL REVENUES		\$312,660	\$265,700	\$248,175	\$260,630	
APPROPRIATION SUMMARY:						
Personal Services	\$80,318	\$80,000	\$99,650	\$153,000		
Equipment	24,608	26,000	48,170	18,000		
Expenses	78,295	143,451	89,250	82,401		
Supplies	7,084	3,000	4,000	4,000		
Occupancy	4,482	6,000	2,556	8,000		
TOTAL APPROPRIATIONS		\$194,787	\$258,451	\$243,626	\$265,401	

SERVICE AREA: Social Services		PROGRAM: Jail-Based Assessment and Treatment (38C)			
ACTIVITY: Care of the Chemically Dependent		ORGANIZATION: Center for Alcohol & Drug Services, Inc.			
PROGRAM MISSION: To simultaneously reduce substance abuse and criminal behavior.					
PROGRAM OBJECTIVES:					
1. Achieve a 90% rate of offenders in continuing care 30 days after release					
2. Achieve a successful completion rate of 45% for the jail-based substance treatment program.					
PERFORMANCE INDICATORS		2007-08 ACTUAL	2008-09 PROJECTED	2009-10 REQUEST	2009-10 ADOPTED
DEMAND					
1. Referrals to jail-based program		277	240	240	240
WORKLOAD					
1. Admissions to program		146	140	140	140
2. Total in-house treatment days		4,862	5,600	5,600	5,600
PRODUCTIVITY					
1. Cost per day of service		\$59.82	\$60.79	\$55.87	\$55.87
EFFECTIVENESS					
1. Successful completion rate for in-house treatment program		38%	45%	45%	45%
2. Offenders in continuing care 30 days after release from facility		91%	90%	90%	90%
ANALYSIS:					
This program now in its fifth year provides substance abuse services to the inmate. The program is provided at the main jail facility and provides a therapeutic, intense environment for inmates to deal with substance abuse issues while incarcerated. The agency is encouraged with the use of the program by inmates and with the success of those persons completing the in-house portion of the program. This program is a part of the alternative programming developed through the CJACC committee. It is monitored on an on-going basis by that committee. The program had been funded through federal grant funding that was provided directly to CADS for this specific program through the Iowa Department of Public Health. The program received partial federal funding in FY07, no federal funding in FY08 and partial federal funding in FY09.		Prior to notification the county contribution for FY09 was set at \$45,013. With notification from IDPH an additional \$89,481 in federal money was received in FY09 and an additional \$118,732 was approved by Scott County. Total cost for the program in FY10 is expected to be \$321,717 of which CADS is expecting \$134,221in federal money through the Iowa Department of Public Health. Scott County is being asked to contribute \$154,899.			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Jail Based Assessment and Treatment (38C)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Counselors		7.00	5.00	7.00	7.00	
Program Managers		0.50	0.50	0.50	0.50	
TOTAL POSITIONS		7.50	5.50	7.50	7.50	
REVENUE SUMMARY:						
Scott County Jail Based Project		\$44,300	\$254,547	\$89,481	\$107,190	
Interest		-	3,868	4,022	4,022	
7th Judicial		-	-	24,800	24,800	
Contributions		-	-	1,238	1,238	
Contractual Fees		(399)	1,979	2,537	2,537	
SUB-TOTAL REVENUES		\$43,901	\$260,394	\$122,078	\$139,787	
Scott County Contribution		235,923	45,013	163,745	154,899	154,899
TOTAL REVENUES		\$279,824	\$305,407	\$285,823	\$294,686	
APPROPRIATION SUMMARY:						
Personal Services		\$255,030	\$244,132	\$274,750	\$283,613	
Equipment		1,627	334	738	738	
Expenses		27,961	29,759	30,487	30,487	
Supplies		4,667	3,783	4,088	4,088	
Occupancy		1,561	901	2,791	2,791	
TOTAL APPROPRIATIONS		\$290,846	\$278,909	\$312,854	\$321,717	

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 provide service for 575 calls.					
2. To ensure that the number of runs exceeding 15 minute response time are 5% or less.					
PERFORMANCE INDICATORS		2007-08 ACTUAL	2008-09 PROJECTED	2009-10 REQUEST	2009-10 ADOPTED
DEMAND					
1. Calls for service		592	575	575	575
WORKLOAD					
1. Calls answered		590	573	573	573
PRODUCTIVITY					
1. Cost per call		\$356.00	\$360.00	\$360.00	\$360.00
EFFECTIVENESS					
1. Number of volunteers		18	18	18	18
2. Percent of runs exceeding 15 minute response time		12%	10%	5%	5%
3. County subsidy as a percent of program cost		9%	10%	10%	10%
ANALYSIS:					
Total FY10 appropriations for the Ambulance Service are expected to decrease 2.7% over current budgeted levels which included a new communication system for the service. Revenues are recommended to decrease 2% from FY08. There are no organizational change requests for the Service other than to continue efforts to recruit more volunteers, which is always a key objective. The changes in expected revenue are due to a decrease in expected service revenue, collections write-offs and EMS County funds. Durant does an excellent job at capturing run reimbursements and obtaining dollars from political subdivisions. The primary reasons for appropriation decreases from the current budget levels are; a decrease in bad debt and retirement annuity.		There are no budget issues identified for further Board review during the budget process. County funding is recommended to remain at \$20,000 as it has for a number of years.			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Emergency Care & Transfer (42A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Volunteers		17.00	20.00	18.00	18.00	
TOTAL POSITIONS		17.00	20.00	18.00	18.00	
REVENUE SUMMARY:						
Political Subdivision Contracts		\$11,849	\$14,000	\$14,000	\$14,000	
Services		204,715	210,000	210,000	190,000	
Contributions		11,217	10,000	10,000	10,000	
Other		(6,352)	(1,800)	(6,800)	13,200	
SUB-TOTAL REVENUES		\$221,429	\$232,200	\$227,200	\$227,200	
Scott County Contribution		20,000	20,000	20,000	20,000	20,000
TOTAL REVENUES		\$241,429	\$252,200	\$247,200	\$247,200	
APPROPRIATION SUMMARY:						
Equipment		\$28,854	\$10,000	\$33,000	\$15,000	
Expenses		187,857	162,760	172,200	159,500	
Supplies		13,693	25,450	17,500	18,500	
Occupancy		7,380	9,600	8,300	9,100	
TOTAL APPROPRIATIONS		\$237,784	\$207,810	\$231,000	\$202,100	

SERVICE AREA: Public Safety		PROGRAM: Emergency Preparedness (68A)			
ACTIVITY: Emergency Services		ORGANIZATION: Emergency Management Agency			
PROGRAM MISSION: The Scott County Homeland Security & Emergency Management Agency exists under Iowa law for the purposes of preparedness, mitigation, response, recovery, detection, protection, and prevention in accordance with direction provided the chief elected officials, Iowa Homeland Security & Emergency Management, the Federal Emergency Management Agency, and the federal Department of Homeland Security.					
PROGRAM OBJECTIVES:					
1. Provide planning for emergencies (terror or non-terror related) for the entire county.					
2. Provide training opportunities and present training on specific or requested topics to any responder organization.					
3. Maintain all plans to reflect current and correct information.					
4. Disseminate/coordinate response and preparation information to all response organizations in the county.					
PERFORMANCE INDICATORS		2007-08 ACTUAL	2008-09 PROJECTED	2009-10 REQUEST	2009-10 ADOPTED
DEMAND					
1. Give, receive or offer 30 training events/exercises annually		39	32	32	32
2. Review/update all 15 sections of the multi-hazard plan annually		22	22	15	15
3. Devote 20% of time (380 hrs) to maintaining RERP annually		20%	20%	20%	20%
4. Devote 30% of time (570 hrs) to meetings/coord activities annually		30%	30%	30%	30%
WORKLOAD					
1. Number of training hours presented/received		98	100	100	100
2. Number of hours devoted to plan revisions.		380	380	380	380
3. Number of hours devoted to maintaining RERP.		280	280	280	280
4. Number of meeting/coordination hours.		570	570	570	570
PRODUCTIVITY					
1. Cost per hour for training/exercise participation (30%)		\$174.29	\$179.00	\$184.60	\$184.60
2. Cost per planning hour (20%)		\$29.97	\$31.42	\$32.36	\$32.36
3. Cost per hour devoted to RERP (20%),		\$40.66	\$42.64	\$43.95	\$43.95
4. Cost of meeting/coordination hour (30%).		\$29.96	\$31.42	\$32.29	\$32.29
EFFECTIVENESS					
1. Percentage of training completed		122%	100%	100%	100%
2. Percentage of multi-hazard plan review/revision completed.		100%	100%	100%	100%
3. Percentage of RERP review/revision completed.		100%	100%	100%	100%
4. Percentage of meeting/coordination hours completed.		100%	100%	100%	100%
ANALYSIS:					
Total FY10 appropriations for the agency are increasing 9% over current budgeted levels. Non-salary costs are increasing 8% over current budgeted levels for the total agency. County funding is recommended to increase 8.6% over current budgeted amounts for the total agency.					
The primary reasons for revenue changes from current budget levels is an increase in an expected increase in federal funding.					
The primary reasons for appropriation changes from current budget levels are:					
- increased costs for support vehicles (maintenance, fuel, communication's fees, supplies)					
- Increased wireless communications costs					
- expected increase in travel costs					
- 3% cost of living increase					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2007-08	2008-09	2008-09	2009-10	2009-10
PROGRAM: Emergency Preparedness (68A)		ACTUAL	BUDGET	PROJECTED	REQUEST	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		\$204,616	\$34,000	\$34,000	\$38,000	
Miscellaneous		49,176	48,500	48,500	48,500	
SUB-TOTAL REVENUES		\$253,792	\$82,500	\$82,500	\$86,500	
Scott County Contribution		35,357	35,357	35,357	41,041	\$41,041
TOTAL REVENUES		\$289,149	\$117,857	\$117,857	\$127,541	
APPROPRIATION SUMMARY:						
Personal Services		\$80,605	\$82,529	\$83,303	\$85,796	
Equipment		187,499	5,300	5,300	6,500	
Expenses		27,946	24,128	24,628	28,425	
Supplies		3,786	5,900	4,770	6,820	
TOTAL APPROPRIATIONS		\$299,836	\$117,857	\$118,001	\$127,541	

SERVICE AREA: Public Safety		PROGRAM: Scott Emergency Communication Center (68C)			
ACTIVITY: Emergency Services		ORGANIZATION: Emergency Management Agency			
PROGRAM MISSION: To provide public safety dispatch and communication services for all participating public safety answering points (PSAP) improving services to the citizens of Scott County and reducing overall costs and providing for more efficient use of technology; promoting consistent standard operating procedures and improving efficiencies in response times.					
PROGRAM OBJECTIVES:					
PERFORMANCE INDICATORS		2007-08 ACTUAL	2008-09 PROJECTED	2009-10 REQUEST	2009-10 ADOPTED
DEMAND					
NOTE: Performance indicators will be developed by the SECC Director when the Center opens in FY11.					
WORKLOAD					
PRODUCTIVITY					
EFFECTIVENESS					
ANALYSIS:					
<div><div><p>County property tax funding is recommended to remain the same as current budgeted amounts, \$300,000 for FY10. The remaining \$150,000 in revenue support comes from the distribution of State E911 wireless surcharge fees.</p><p>SECC is in the development stages which include building design and construction, CADS/RMS system selection and implementation, radio system acquisition and implementation, staffing development, training and recruitment, and overall protocols and procedures development.</p><p>Bonds will be issued in FY10 to cover the capital costs for the building and equipment and for the radio system. Property taxes will be levied for debt amortization and for full operating costs beginning in FY11.</p><p>The increase in projected current year FY09 appropriations is due to anticipated architectural costs for the building design. These costs will be reimbursed from future</p></div><div><p>bond sale proceeds in FY10. The amounts expended in FY09 are supported from the County's property tax levy and carryover State E911 wireless surcharge fees.</p><p>The FY10 budget will need to be amended to allow for the receipt of bond proceeds once bids are awarded for the building construction and once radio system costs are known.</p><p>The SECC project is on schedule for an anticipated opening in January 2011. The SECC Director will develop PPB indicators once the Center opens and is operational.</p><p>This agency budget supports the County's Target Issues and Management Agenda as follows: Consolidated Dispatch Implementation.</p></div></div>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Scott Emergency Communication Center (68C)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
805-A SECC Director		1.00	1.00	1.00	1.00	
505-A Deputy Director		-	-	1.00	1.00	
332-A Technical Support Coordinator		-	1.00	1.00	1.00	
TOTAL POSITIONS		1.00	2.00	3.00	3.00	
REVENUE SUMMARY:						
Intergovernmental		\$363,939	\$300,000	\$150,000	\$150,000	
Miscellaneous		1,033	-	-	-	
SUB-TOTAL REVENUES		\$364,972	\$300,000	\$150,000	\$150,000	
Scott County Contribution		36,488	300,000	300,000	300,000	300,000
TOTAL REVENUES		\$401,460	\$600,000	\$450,000	\$450,000	
APPROPRIATION SUMMARY:						
Personal Services		\$28,420	\$235,000	\$220,027	\$273,745	
Equipment		2,185	-	-	-	
Expenses		4,525	360,000	589,945	171,255	
Supplies		1,358	5,000	5,000	5,000	
TOTAL APPROPRIATIONS		\$36,488	\$600,000	\$814,972	\$450,000	

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 metro response times at 7:59 minutes and rural response times at 14:59 minutes or less.					
2. Increase the number of community education hours to 175.					
3. Maintain Metro Unit Hour Utilization at 0.38.					
PERFORMANCE INDICATORS		2007-08 ACTUAL	2008-09 PROJECTED	2009-10 REQUEST	2009-10 ADOPTED
DEMAND					
1. Request for ambulance services in Scott County		25,417	26,500	27,300	27,300
2. Request for EMD services in Davenport, Bettendorf, & Illinois		10,263	10,300	10,500	10,500
3. Requests for community CPR classes		115	90	120	120
4. Requests for child passenger safety seat inspection		145	125	150	150
WORKLOAD					
1. Number of continuing education (CE) hours		511	550	575	575
2. Number of BLS emergencies		3,024	3,028	3,115	3,115
3. Number of ALS emergencies		8,544	8,976	9,003	9,003
4. Total number of transports		20,277	20,756	21,180	21,180
5. Cancelled or refused services		4,764	4,820	4,965	4,965
6. Number of community education hours		152	150	175	175
PRODUCTIVITY					
1. Cost/unit hour		\$85.41	\$90.00	\$99.00	\$99.00
2. Cost per dispatch		\$235.76	\$240.00	\$258.00	\$258.00
3. Patient transports/unit (UHU)		0.41	0.39	0.38	0.38
EFFECTIVENESS					
1. Response time in minutes-Davenport & Bettendorf		5.01	4.80	4.80	4.80
2. Revenue as a percent of program cost		171%	125%	99%	99%
3. Percent of urban emergency response less than 7:59 minutes		87.4	90.0%	90.0%	90.0%
4. Percent of Scott County rural service area response less than 14:59 minute		90.2%	91.0%	91.0%	91.0%
5. Average response time in minutes-Scott County Eldridge & LeClaire		7.55	7.45	7.50	7.50
ANALYSIS:					
<div><div>Total FY10 appropriations for the agency are increasing 12.2% over current budgeted levels. Non-salary costs are decreasing 2.6% over current budgeted levels for the total agency. Revenues are also expected to increase 12.2%. Medic will be increasing their current staff levels by adding a new manager, additional time for Dr. Vermeer and support staff to a projected total of 74.45FTE's. The primary reason for the revenue increase has to do with additional revenue less contractual adjustment dollars from increased ambulance fees. The primary reason for appropriation changes from current budget levels has to do with wage increases to bring the current wage structure into parity within the state and region so as to assist with the current attrition problems, aging ambulances, the rising cost of diesel fuel and medical supplies.</div><div>Several PPB Indicators are highlighted as follows: Request for ambulance services in Scott County (D.1) continue to increase. The cost/unit hour (P.1) is expected to increase due to increased salaries and fuel costs and patient transports/unit (UHU) is expected to decrease to 0.38 which is line with the industry standard. The agency supports the County's Target Issues and Management Agenda by being a partner in consolidated dispatch. Scott County continues to have a deficit financing agreement with Genesis and Trinity Health Systems that if Medic were to incur a deficit the county would be responsible for 67% of that deficit and the hospitals the remainder of 33%. Medic is projecting a deficit for FY10 of \$45,121 of which Scott County's share would be \$29,780. Based on past performance it is recommended that Scott County not budget their cost. share.</div></div>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Medic Emergency Medical Services (47A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Director		1.00	1.00	1.00	1.00	
Supervisor Paramedic, EMT		73.00	73.00	51.60	53.00	
Medical Director		0.15	0.15	0.15	0.20	
Secretary/Bookkeeper		1.00	1.00	1.00	1.00	
Manager		6.00	6.00	7.00	7.00	
System Status Controller		10.00	10.00	10.00	10.00	
Support Staff		-	-	1.00	1.00	
Wheelchair/Shuttle Operator		2.00	2.00	1.25	1.25	
TOTAL POSITIONS		93.15	93.15	73.00	74.45	
REVENUE SUMMARY:						
Net Patient Revenue		\$5,059,971	\$4,850,700	\$5,379,861	\$5,626,126	
Other Support		1,472,279	1,418,000	1,346,523	1,363,000	
Genesis Medical Center		-	-	-	12,273	
Trinity Medical Center		-	-	-	3,068	
SUB-TOTAL REVENUE		\$6,532,250	\$6,268,700	\$6,726,384	\$7,004,467	
Scott County Contribution		-	-	-	29,780	-
TOTAL REVENUES		\$6,532,250	\$6,268,700	\$6,726,384	\$7,034,247	
APPROPRIATION SUMMARY:						
Personal Services		\$4,072,182	\$4,403,574	\$4,419,261	\$4,828,438	
Equipment		14,282	10,000	20,271	15,000	
Expenses		1,564,350	1,561,982	1,786,758	1,855,809	
Supplies		164,157	143,145	198,204	185,000	
Occupancy		152,417	150,000	124,347	150,000	
TOTAL APPROPRIATIONS		\$5,967,388	\$6,268,701	\$6,548,841	\$7,034,247	

PHYSICAL HEALTH AND SOCIAL SERVICES

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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 of department budget.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Authorized personnel (FTE's)		12.50	11.50	11.50	11.50
2. Liaison activities requested		409	340	400	400
3. Appeals/reviews requested		3	5	5	5
4. Number of authorized agencies		4	4	5	5
5. Total departmental budget		\$8,819,709	\$9,114,619	\$10,137,044	\$9,570,725
WORKLOAD					
1. Percent of time spent on administration		30%	30%	30%	30%
2. Percent of time spent on program management		25%	25%	25%	25%
3. Percent of time spent on special projects		30%	30%	30%	30%
4. Percent of time spent on authorized agencies		15%	15%	15%	15%
PRODUCTIVITY					
1. Administration cost as a percent of departmental budget		1.60%	2.00%	2.00%	2.00%
EFFECTIVENESS					
1. Percent of program objectives accomplished		100%	100%	100%	100%
ANALYSIS:					
<p>The total FY11 appropriations for the total department are recommended to increase 2.8% over current budgeted levels. Non-salary costs are recommended to increase 3.5% over current budgeted levels for the total department. Revenues are recommended to decrease 20.3% over current budgeted amounts for the total department. The MH/DD revenues are dramatically lower due to the 2009 Legislative Session cutting \$8 million of pre-appropriated growth dollars and the state budget cuts which occurred in October 2009. The county is bracing for additional cuts (10%) for FY11 during the 2010 Legislative Session. The FY10 budget was adjusted in November and a total of \$62,610 was cut from three programs within the Community Services budget.</p> <p>MH/DD funding has reached a critical state. With the FY10 state budget cuts, the county was forced to cut programs in</p>		<p>January of 2010. A total of \$324,164 will be cut from the budget as the county is being forced to spend all most all of its MH/DD fund balance in FY10. The benefits from ARRA have basically been wiped out with the state cuts.</p> <p>The Community Services Director remains very involved in Legislative activities both at the local and state level. She continues to work on advocating for appropriate levels of funding. The director was nominated as President of the Community Services Affiliate in November during the ISAC Fall School. She will work closely with ISAC during legislative session in hopes of getting some relief with the MH/DD funding.</p> <p>The PPB Indicators are being requested at levels consistent with the FY10 projected levels. The only exception is the Liaison activities requested (D.2).</p>		<p>This is requested at a slightly higher level due to the director's involvement with DHS, ISAC and Legislative Session.</p> <p>Long term funding solutions need to be found during this next Legislative Session. The local Legislators have discussed the levy rate option and it will be discussed during session. The MH/DD Task Force will present options related to the funding and the overall system. The plan is to have the Legislators approve and then implement some of those recommendations over a period of time/years in order to keep the system going.</p> <p>Funding is recommended at the requested level of \$ 140,049.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Community Services Admin (17A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
725-A Community Services Director		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		1.00	1.00	1.00	1.00	1.00
APPROPRIATION SUMMARY:						
Personal Services		\$107,837	\$116,203	\$116,495	\$124,129	\$124,129
Expenses		18,367	16,120	16,085	15,920	15,920
Supplies		-	100	-	-	-
TOTAL APPROPRIATIONS		\$126,204	\$132,423	\$132,580	\$140,049	\$140,049

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 135 community referrals. 2. To conduct 7100 or more client interviews.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Applications for assistance		8,105	8,400	8,250	8,250
2. Population below 100% of poverty		17,914	17,914	17,914	17,914
WORKLOAD					
1. Applications approved		3829	3,900	4,000	4,000
2. Referrals issued		347	400	450	450
3. Interviews conducted		7747	8,300	8,200	8,200
4. Clients in work program		61	100	100	100
5. Total client hours worked		8,686	9,245	9,100	9,100
PRODUCTIVITY					
1. Average assistance granted		\$129.49	\$151.25	\$133.79	\$133.79
EFFECTIVENESS					
1. Percent of program objectives accomplished		47%	50%	55%	55%
ANALYSIS:					
<p>The FY11 appropriations for this program, General Assistance, are recommended to decrease 14.8% from current budgeted levels. The FY11 revenues are expected to remain consistent with the current budgeted levels. The department had an employee resign in FY10. The department reviewed current procedures and services. The General Assistance program was "leaned" and the employee position was not filled. The paperwork and appointment processes were streamlined. The effects have been shorter appointment times for clients, reduced paperwork for staff and clients, walk-in appointments thus eliminating "no-shows" and wasted staff time.</p> <p>The Social Security reimbursement process is moving toward a paperless process by using online forms and</p>		<p>documentation. This will be a benefit to office staff when a client is approved for Social Security benefits and the county can recoup funds paid on their behalf in a more timely manner.</p> <p>The FY10 original budget was adjusted by \$50,201. The FY11 requested budget is basically flat from the adjusted budgeted. The rental assistance amount is slightly lower than the "adjusted FY10" amount due to a change in Legislation. In July 2010, there will be a shift from the General Assistance to Veterans budget as all veterans (not just wartime) may receive rental assistance under the VA budget (if qualified). The definition of Veteran changed.</p> <p>The local funeral home directors assisted in developing budget cuts for burials. Effective January 1, 2010, the dollar</p>	<p>amount the county pays for a basic funeral service will be reduced. The families will be asked to pay a portion (no more than \$415) for additional services they want. If a family doesn't have funds, the funeral home will not charge them or the county. The funeral homes have observed many families with numerous relatives who are able to pay for additional services and funeral items.</p> <p>The PPB Indicators are requested at levels consistent with the FY10 levels. The FY10 figures have been much higher than expected due to the poor economy and the number of people needing help for the first time. The number of referrals issued (W.2) is requested at a higher level. This is due to several other programs now available due to the passage of ARRA.</p> <p>Funding is recommended at the requested level of \$653,130.</p>		

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: General Assist/Other Services (17B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
430-A Case Aide Supervisor		1.00	1.00	1.00	1.00	1.00
298-A Veteran's Affairs Director/Case Aide		0.10	0.10	0.10	0.10	0.10
271-C Office Manager		0.90	0.90	0.90	0.90	0.90
252-C Case Aide		2.50	2.50	1.50	1.50	1.50
162-C Clerk III/Secretary		0.90	1.90	1.90	0.90	0.90
162-C Clerk III/Receptionist		-	-	-	1.00	1.00
141-C Clerk II/Receptionist		1.40	0.40	0.40	0.40	0.40
TOTAL POSITIONS		6.80	6.80	5.80	5.80	5.80
REVENUE SUMMARY:						
Fees and Charges		\$3,187	\$3,081	\$3,081	\$3,081	\$3,081
Miscellaneous		157,406	60,000	60,000	60,000	60,000
TOTAL REVENUES		\$160,593	\$63,081	\$63,081	\$63,081	\$63,081
APPROPRIATION SUMMARY:						
Personal Services		\$218,603	\$230,023	\$216,579	\$172,840	\$172,840
Equipment		-	1,500	300	300	300
Expenses		504,999	532,736	484,722	478,977	478,977
Supplies		978	2,200	1,013	1,013	1,013
TOTAL APPROPRIATIONS		\$724,580	\$766,459	\$702,614	\$653,130	\$653,130

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 140 or more welfare interviews.					
2. To provide 1000 or more veteran service interviews.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Eligible population		16,818	16,818	16,818	16,818
2. Requests for veteran services		880	1,200	1,310	1,310
3. Estimated population below poverty		2,008	2,008	2,008	2,008
4. Applications for welfare assistance		120	140	200	200
WORKLOAD					
1. Welfare assistance interviews		131	140	200	200
2. Number of welfare cases assisted		72	80	120	120
3. Veterans services interviews		754	1,000	1,100	1,100
PRODUCTIVITY					
1. Cost/per case assisted		\$1,406.99	\$1,050.65	\$1,151.52	\$1,151.52
EFFECTIVENESS					
1. Percent of program objectives accomplished		55%	50%	60%	60%
2. Total amount approved for compensations and pensions		\$669,982	\$390,000	\$500,000	\$500,000
ANALYSIS:					
<p>The FY11 appropriations for the Veterans Services program are recommended to increase 1.8% over current budgeted levels. The FY11 revenues are recommended to decrease 100%. The county does not expect to receive the \$10,000 in the county grant program given the state budget issues. The state VA budget has taken a large cut and counties do not expect funds to be available for the county grant program.</p> <p>The increase in appropriations is due to a change in the 2009 Legislative Session. All veterans, not just wartime, will be able to receive county assistance under the VA budget, if qualified, rather than seeking assistance under the General Assistance program. The rental assistance amount was increased for FY11, shifting funds from the GA budget.</p>		<p>The FY10 budget was reduced by \$12,109. The largest reductions came under rental assistance and burial. The local funeral home directors provided a proposal in which the amount the county pays for a basic funeral service is reduced and allows families to pay for some additional funeral services if so desired. This change also occurs in the General Assistance budget.</p> <p>The PPB Indicators are requested at a slightly higher level than FY10 due to the number of veterans returning for overseas and the change in "veteran" definition.</p> <p>The funding is recommended at the requested level of \$138,182.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Veteran Services (17D)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
298-A Veteran's Affairs Director/Case Aide		0.90	0.90	0.90	0.90	0.90
TOTAL POSITIONS		0.90	0.90	0.90	0.90	0.90
REVENUE SUMMARY:						
Intergovernmental		\$10,000	\$10,000	\$10,000	\$0	\$0
Miscellaneous		-	-	-	-	-
TOTAL REVENUES		\$10,000	\$10,000	\$10,000	\$0	\$0
APPROPRIATION SUMMARY:						
Personal Services		\$50,768	\$60,481	\$54,432	\$64,380	\$64,380
Equipment		-	250	-	-	-
Expenses		53,071	73,940	62,686	73,202	73,202
Supplies		523	1,080	600	600	600
TOTAL APPROPRIATIONS		\$104,362	\$135,751	\$117,718	\$138,182	\$138,182

SERVICE AREA: Physical Health & Education		PROGRAM: Health Administration (20R)			
ACTIVITY: Physical Health Services		ORGANIZATION: Health Department			
PROGRAM MISSION: Evaluate effectiveness, accessibility of present and population-based health services.					
PROGRAM OBJECTIVES:					
1. 80% of program budget indicator objectives will be accomplished.					
2. 100% of program evaluations will be completed.					
3. 100% of customer surveys will be completed.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. # of program budget indicator objectives	14	14	14	14	
2. # of program evaluations	3	3	3	3	
3. # of customer surveys	3	3	3	3	
4. Departmental Budget	\$5,608,882	\$6,702,583	\$6,563,138	\$6,563,138	
WORKLOAD					
1. # of program budget indicator objectives completed	12	14	14	14	
2. # of program evaluations completed	3	3	3	3	
3. # of customer surveys completed	4	3	3	3	
PRODUCTIVITY					
1. Cost/program budget indicator objective	\$12,851.32	\$14,362.68	\$14,063.87	\$14,063.87	
2. Cost/program evaluation	\$3,007.96	\$3,606.53	\$1,549.21	\$1,549.21	
3. Cost/customer survey	\$1,407.11	\$1,060.24	\$815.76	\$815.76	
EFFECTIVENESS					
1. Percent of program objectives accomplished	86%	80%	80%	80%	
2. % of program evaluations completed	100%	100%	100%	100%	
3. % of customer surveys completed	133%	100%	100%	100%	
ANALYSIS:					
FY11 appropriations for the total department are recommended to increase 2.9% over current budgeted levels. Non-salary expenses are recommended to decrease 4.6% and supplies 24.7% from current budgeted levels for the total department. Revenues are recommended to decrease 2.6% from current budgeted amounts for the total department. There are no organizational change requests for the department. The primary reasons for revenue changes from current budget levels are the expected decrease in state grants that include local public health services, tobacco, lead and perhaps other programs. It is known that the state legislature will be making significant cuts in IDPH programs related to the budget shortfall and the economy. The primary reasons for the appropriation decrease in non-salary appropriations is a continuation of the FY'10 budget reductions that included many line items and in particular the reduction of pharmacy costs reflected by Community					
their mental health fund. There are no major changes in the departments indicators. Health Administration indicators specifically capture the department's overall objectives, program evaluations and customer surveys.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY					
PROGRAM: Administration (20R)					
	2008-09 ACTUAL	2009-10 BUDGET	2009-10 PROJECTED	2010-11 REQUEST	2010-11 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
252-A Administrative Office Manager	1.00	1.00	1.00	1.00	1.00
162-A Resource Specialist	2.00	2.00	2.00	2.00	2.00
141-A Resource Assistant	2.60	3.00	3.00	3.00	3.00
TOTAL POSITIONS	7.60	8.00	8.00	8.00	8.00
REVENUE SUMMARY:					
Charges for Services	\$1	\$25	\$25	\$25	\$25
Miscellaneous	0	0	199	0	0
TOTAL REVENUES	\$1	\$25	\$224	\$25	\$25
APPROPRIATION SUMMARY:					
Personal Services	\$518,895	\$524,827	\$562,624	\$582,392	\$582,392
Expenses	12,677	41,765	24,265	23,765	23,765
Supplies	7,621	11,116	9,725	9,075	9,075
TOTAL APPROPRIATIONS	\$539,193	\$577,708	\$596,614	\$615,232	\$615,232

SERVICE AREA: Physical Health & Education		PROGRAM: Clinical Services (20S)			
ACTIVITY: Physical Health Services		ORGANIZATION: Health Department			
PROGRAM MISSION: Monitor, diagnose and investigate health problems					
PROGRAM OBJECTIVES:					
1. Initiate communicable disease investigation on 100% of reported diseases according to Iowa Department of Public Health guidelines.					
2. Provide needed clinical services to 85% of clients presenting at Health department clinics.					
3. 99% of eligible county employees will receive an annual health screening.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Number of communicable diseases reported		2,779	3,000	2,780	2,780
2. Number of clients requesting clinic services		9,019	7,300	8,000	8,000
3. Number of county employees eligible for an annual health screening		646	850	650	650
WORKLOAD					
1. Number of communicable diseases requiring investigation		360	335	345	345
2. Number of clients seen in clinics		8,185	6,205	6,800	6,800
3. Number of eligible county employees screened		644	842	650	650
PRODUCTIVITY					
1. Cost/communicable disease investigation		\$14.21	\$15.14	\$15.53	\$15.53
2. Cost/clinic seen		\$63.02	\$65.58	\$67.64	\$67.64
3. Cost/eligible employee screened		\$12.13	\$12.80	\$10.86	\$10.86
EFFECTIVENESS					
1. Percent of program objectives accomplished		100%	100%	100%	100%
2. Percent of client needs provided		91%	85%	85%	85%
3. Percent of eligible county employees receiving a health screening		100%	99%	99%	99%
ANALYSIS:					
Revenues for this program are expected to decrease 8% from current budgeted amounts and this is primarily due to a continued decrease in the lead grant from the Iowa Department of Public Health. For this program non-salary expenses are expected to decrease 5.8% primarily due to budget cuts originally instituted during the FY'10 fiscal year. There are no organizational requests for this program. PPB indicators are expected to remain stable with the exception of number of clients seen in clinics (W.2) which is expected to be reduced because of the department no longer being an alternative test site for the state.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Clinical Services (20S)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
470-A Clinical Services Coordinator		1.00	1.00	1.00	1.00	1.00
397-A Clinical Nurse Specialist		1.00	1.00	1.00	1.00	1.00
366-A Public Health Nurse		5.00	5.00	5.00	5.00	5.00
355-A Community Health Intervention Specialist		1.00	1.00	1.00	1.00	1.00
209-A Medical Assistant		1.00	1.00	1.00	1.00	1.00
198-A Lab Technician		0.75	0.75	0.75	0.75	0.75
A Interpreters		0.35	0.35	0.35	0.35	0.35
Z Health Services Professional		0.60	0.60	0.60	0.60	0.60
TOTAL POSITIONS		10.70	10.70	10.70	10.70	10.70
REVENUE SUMMARY:						
Intergovernmental		\$189,785	\$189,400	\$191,900	\$175,400	\$175,400
Fees and Charges		17,235	20,000	20,000	17,000	17,000
Miscellaneous		2,196	1,800	1,800	1,800	1,800
TOTAL REVENUES		\$209,216	\$211,200	\$213,700	\$194,200	\$194,200
APPROPRIATION SUMMARY:						
Personal Services		\$720,778	\$757,937	\$757,937	\$776,228	\$776,228
Equipment		-	-	-	-	-
Expenses		119,483	142,320	132,215	134,045	134,045
Supplies		24,656	24,760	19,250	18,600	18,600
TOTAL APPROPRIATIONS		\$864,917	\$925,017	\$909,402	\$928,873	\$928,873

SERVICE AREA: Physical Health & Education		PROGRAM: Community Relations & Planning (20T)			
ACTIVITY: Physical Health Services		ORGANIZATION: Health Department			
PROGRAM MISSION: Inform, educate, and empower people about health issues					
PROGRAM OBJECTIVES:					
1. 98% education presentations to service providers will be provided.					
2. 98% educational presentations for the community to be provided.					
3. 99% of initial response to a media request will be within 24 hours.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Number of education presentations for service providers		65	105	75	75
2. Number of education presentations for the community		112	105	110	110
3. Number of media requests		129	115	120	120
WORKLOAD					
1. Number of education presentations for service providers completed		65	103	75	75
2. Number of education presentations for the community completed		110	103	108	108
3. Number of media requests responses		129	114	120	120
PRODUCTIVITY					
1. Cost/presentation to service providers		\$113.55	\$115.49	\$117.61	\$117.61
2. Cost/presentations to the community		\$76.93	\$115.22	\$75.63	\$75.63
3. Cost/media request response		\$18.27	\$20.57	\$21.69	\$21.69
EFFECTIVENESS					
1. Percent of program objectives accomplished		100%	98%	98%	98%
2. Percent of education presentations to the community		98%	98%	98%	98%
3. Percent of media requests responded to within 24 hours		100%	99%	99%	99%
ANALYSIS:					
The Community Relations, Information and Planning Program supports the rest of the health department with planning and grant writing activities along with providing information to the media and the public. Revenues are recommended to decrease 3% over current budget year. This program oversees dollars from a number of state grants that face possible reductions in FY'11 because of declining state revenues including the local public health services and tobacco grants. This program has also become a large generator of revenue with medicaid reimbursement dollars through the FY'09 establishment of the Child Health program within the health department. Non-salary expenses for this program are expected to increase 1.8%. There are no organizational request changes for this program. PPB indicators are in-line with FY'09 actuals.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Community Relations & Planning (20T)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
417-A Community Health Coordinator		1.00	1.00	1.00	1.00	1.00
355-A Community Health Consultant		3.00	3.00	3.00	3.00	3.00
271-A Community Dental Consultant		1.00	1.00	1.00	1.00	1.00
323-A Child Health Consultant		2.00	2.00	2.00	2.00	2.00
TOTAL POSITIONS		7.00	7.00	7.00	7.00	7.00
REVENUE SUMMARY:						
Intergovernmental		\$1,575,977	\$1,945,341	\$2,233,147	\$1,866,750	\$1,886,750
TOTAL REVENUES		\$1,575,977	\$1,945,341	\$2,233,147	\$1,866,750	\$1,886,750
APPROPRIATION SUMMARY:						
Personal Services		\$372,203	\$351,318	\$390,069	\$483,436	\$486,436
Expenses		1,427,961	1,491,817	1,945,230	1,518,550	1,518,550
Supplies		10,768	4,242	2,000	1,850	1,850
TOTAL APPROPRIATIONS		\$1,810,932	\$1,847,377	\$2,337,299	\$2,003,836	\$2,006,836

SERVICE AREA: Physical Health & Education		PROGRAM: Environmental Health (20U)			
ACTIVITY: Physical Health Services		ORGANIZATION: Health Department			
PROGRAM MISSION: Enforce laws and regulations that protect and ensure safety					
PROGRAM OBJECTIVES:					
1. 100% of required environmental health inspections will be completed annually.					
2. 90% of facilities/homes will be in compliance on re-inspection with Iowa Codes.					
3. 75% of newly identified homes of children with blood lead levels of 15 ug/dl or above will be remediated within 6 months.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Number of environmental inspections required		4,198	4,500	4,300	4,300
2. Number of environmental health re-inspections required		720	950	650	650
3. Number of identified lead homes due for completion		17	12	12	12
WORKLOAD					
1. Number of environmental health inspections conducted		4,198	4,500	4,300	4,300
2. Number of environmental health re-inspections conducted		677	855	650	650
3. Number of identified lead homes remediated within six months		11	8	8	8
PRODUCTIVITY					
1. Cost/environmental health inspection conducted		\$122.81	\$129.88	\$141.97	\$141.97
2. Cost/environmental health re-inspection conducted		\$122.81	\$129.88	\$141.97	\$141.97
3. Cost/remediation management of lead homes		\$182.81	\$185.02	\$193.15	\$193.15
EFFECTIVENESS					
1. Percent of program objectives accomplished		100%	100%	100%	100%
2. Percent of re-inspections that are in compliance with Iowa Codes		94%	90%	90%	90%
3. Percent of identified lead homes remediated		65%	75%	75%	75%
ANALYSIS:					
Revenues for the environmental program are expected to decrease 4.7% and primarily reflect decreases in medicaid administrative reimbursement and the grants to counties for well testing and abandonment due to declining state revenues and budget cuts. The department will also be ending their contractual agreement with the city of davenport for marketing the MILES program. For this program non-salary expenses are expected to decrease 26.7% from FY'09 actuals and reflect the FY'10 budget reductions in travel, schools of instruction and commercial services. This program also reflects a "wall of savings" item for utilizing a new vendor for the recycling program. There are no organizational change requests for this program. PPB indicators are in-line with FY'09 actuals except for lead homes identified (D.3) and remediated within six months (W.3) which have been reduced.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Environmental Health (20U)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
417-A Environmental Health Coordinator		1.00	1.00	1.00	1.00	1.00
355-A Environmental Health Specialist		7.00	7.00	7.00	7.00	7.00
Z Environmental Health Intern		0.25	0.25	0.25	0.25	0.25
TOTAL POSITIONS		8.25	8.25	8.25	8.25	8.25
REVENUE SUMMARY:						
Intergovernmental		\$39,295	\$52,400	\$49,446	\$28,900	\$28,900
Licenses and Permits		309,310	306,400	302,600	319,250	319,250
Fees and Charges		17,505	28,400	20,400	21,000	21,000
Miscellaneous		237	500	500	500	500
TOTAL REVENUES		\$366,347	\$387,700	\$372,946	\$369,650	\$369,650
APPROPRIATION SUMMARY:						
Personal Services		\$574,801	\$606,263	\$613,509	\$626,601	\$626,601
Equipment		-	11,000	4,750	-	-
Expenses		144,115	206,650	171,545	151,545	151,545
Supplies		20,623	21,330	12,800	12,050	12,050
TOTAL APPROPRIATIONS		\$739,539	\$845,243	\$802,604	\$790,196	\$790,196

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 others, 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 is 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 99%.					
2. To process Food Stamp applications within 30 days at 99%.					
3. To process Service applications within 30 days at 99%.					
4. Percent of child visits by worker completed every 30 days at 90%.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Authorized personnel (FTE's)		117	118	118	118
2. Authorized SW 3s		18	17	17	17
3. Authorized SW 2s		27	26	26	26
4. Authorized IM 2's		44	47	47	47
WORKLOAD					
1. Child/Adult assessment completed per month		172	201	202	202
2. Service intake and ongoing cases served		2,857	2,200	2,200	2,200
3. Income maintenance, intake and ongoing cases		23,372	25,000	25,500	25,500
PRODUCTIVITY					
1. Child/Adult assessment completed per month/per worker		13.23	11.90	11.90	11.90
2. Service intake ongoing cases served per month/per worker		106	91	91	91
3. Income maintenance, intake and ongoing cases per month/per worker		497	540	542	542
EFFECTIVENESS					
1. Percent of program objectives accomplished		99%	99%	99%	99%
2. Percent of food stamp applications processed within 30 days		99%	99%	99%	99%
3. Percent of assessments completed timely		99%	99%	99%	99%
4. Percent of child visits by worker completed every 30 days			85%	90%	90%
ANALYSIS:					
<p>The Department of Human Services (DHS) is responsible for several programs, including income maintenance for Medicaid, Iowa Care, centralized intake for child abuse, and child/adult assessments. The goal of DHS is to help families become empowered and become self-sufficient and productive. DHS has had significant increases in applications for assistance due to the poor economy. The office has experienced a 28% increase in food assistance in one year. At the end of FY09, more than 12.6 million dollars a month were being paid for medical assistance for Scott County residents. The number of persons in Scott County who are eligible for medical assistance has risen 8% in the last twelve months. This is due to the economy, people losing their jobs or being laid off.</p>		<p>The Governor's across the board cuts (10%) had an impact on the DHS office. The county requested DHS reduce their FY10 expenditures by \$4455 as they too were feeling the effects of the recession.</p> <p>The PPB Indicators requested are consistent with the FY10 projected levels. The number of income maintenance, intake and ongoing cases (W.3) remain high. This is anticipated due to the poor economy. DHS is under a state hiring freeze. Caseloads continue to increase as the demand for DHS services increase (P.3).</p> <p>DHS will be involved in a reorganization this year and next. There will only be five service areas instead of nine. There will be a consolidation of the child care unit/Centralized Intake Unit. This will result in job loss in the local office as the program</p>		<p>moves to Des Moines. It will also mean less paperwork and reduced costs overall in the local office.</p> <p>The funding is recommended at the requested level of \$77,252.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Administrative Support (21A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
REVENUE SUMMARY:						
Intergovernmental		\$39,002	\$35,431	\$35,431	\$31,220	\$31,220
TOTAL REVENUES		\$39,002	\$35,431	\$35,431	\$31,220	\$31,220
APPROPRIATION SUMMARY:						
Equipment		\$667	\$11,100	\$100	\$100	\$100
Expenses		23,865	41,213	48,539	47,889	47,889
Supplies		40,616	29,894	29,113	29,263	29,263
TOTAL APPROPRIATIONS		\$65,148	\$82,207	\$77,752	\$77,252	\$77,252

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 provide services to 390 consumers.					
2. To provide case management services to at least one Resource Center resident to explore community placement options.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Eligible population of people with mental retardation		1,594	1,594	1,594	1,594
2. Waiting list that exists at the end of each quarter			-	-	-
3. Authorized positions in Davenport office (FTE)		13.5	13.5	13.5	13.5
WORKLOAD					
1. Number of clients served (unduplicated)		375	390	390	390
2. Number of HCBS-MR Waiver consumers served		365	376	376	376
3. Number of 100% County funded units billed		6	20	20	20
4. Number of SHS consumers served		-	2	2	2
5. Number of Title XIX funded units billed		4,329	4,470	4,614	4,614
PRODUCTIVITY					
1. Monthly cost per client (unit rate)		\$250.00	\$265.00	\$265.00	\$265.00
EFFECTIVENESS					
1. Percent of program objectives accomplished		6	15	15	15
2. # of placements to less restrictive settings		7	10	10	10
3. # of days from case assignment to date services begin		20	20	20	20
4. # of Supported Employment consumers decreasing workshop usage		12	15	15	15
5. # of referrals (linkage to community resources)		426	450	450	450
ANALYSIS:					
<p>This program, DHS Targeted Case Management, provides case management services for MR/DD consumers. This is typically for the individuals on the HCBS ID (MR) Waiver. The agency also provides case management services (short-term duration) to consumers who don't have Medicaid yet.</p> <p>The county froze the number of ID Waiver slots back in March of 2006, but as kids with a slot turn 18 years old, they automatically move to an adult slot. The county then becomes financially responsible for the FMAP portion of their Medicaid services. The number of slots continue to increase as does the ID Waiver budget.</p> <p>The goal of the ID Waiver program is to provide the least restrictive, consumer driven services to individuals with a diagnosis of mental retardation.</p>		<p>Under the ID Waiver program, consumers are required to have a case manager to assist in managing their plan and services. The county is required to pay one half of the non-federal share (FMAP) of the case management service for each person served. The FMAP rate was reduced due to the passage of the ARRA in February. The reduced rate will remain in effect until 12/31/10.</p> <p>The case management service also provides assistance to families so they can become Medicaid eligible. The case managers help the families complete the paperwork and determine legal settlement for the county.</p> <p>The agency also provides services to consumers at Glenwood and Woodward Resource Centers. The agency assists the consumers and families who want to move back to their home community.</p>		<p>The PPB Indicators are being presented at levels consistent with the FY10 levels. There is discussion about the State Medicaid Plan and how counties can not have waiting lists. There is a group working on the issues. Scott County has a very lengthy waiting list for ID Waiver slots.</p> <p>Funding is recommended at \$188,731.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	BUDGET
PROGRAM: Case Management - H.S. (21B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
APPROPRIATION SUMMARY:						
Expenses		\$159,052	\$227,684	\$184,523	\$188,731	\$188,731
TOTAL APPROPRIATIONS		\$159,052	\$227,684	\$184,523	\$188,731	\$188,731

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) referrals to local, state and federal programs and services; C) providing assistance with completion of forms/applications for programs and benefits; and D implementation and monitoring of programs and services for client.					
PROGRAM OBJECTIVES:					
1. To make 3,912 collateral contacts.					
2. To service 169 people per FTE.					
3. To keep costs per contact under \$40.00.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Referrals to program		668	650	670	670
WORKLOAD					
1. Contacts - individual client		7,536	7,611	7,840	7,840
2. Group Presentations		83	82	84	84
3. Collateral contacts		3,760	3,798	3,912	3,912
4. Unduplicated number of persons served on individual basis		710	982	1,011	1,011
5. Unduplicated number of persons served in Central City		208	252	260	260
PRODUCTIVITY					
1. Cost per contact		\$54.66	\$38.54	\$37.42	\$37.42
EFFECTIVENESS					
1. Number of persons served per FTE (individual)		118	164	169	169
2. Contacts per individual person served		11.8	7.5	7.9	7.9
3. Staff costs as a percent of program costs		62%	62%	62%	62%
ANALYSIS:					
<div><div><p>The total FY11 appropriations for the agency are decreasing 5.7% over current budgeted levels. The total revenue is also decreasing 5.7%. The United Way funds are decreasing 11.4%. The county funding is recommended to remain at the FY10 level.</p><p>The agency has hired a marketing director to increase public awareness and focus on corporate sponsors. The agency has also updated it's website. They have had contacts from people in other states wanting their family member to participate in a CASI program.</p><p>In the Outreach Program, the county funding is recommended to remain at the FY10 level due to county budget concerns. The Outreach Program provides assistance to seniors so they can maintain their independence and remain at home. Staff in</p></div><div><p>this program help seniors with Medicare Prescription D benefits, rent rebates, income tax increase sponsorship and public awareness returns, Medicare and Medicaid issues, food in hopes of increasing revenue. The agency is also utilizing interns to help with basic job baskets and holiday projects.</p><p>The PPB Indicators are highlighted as follows: duties and paperwork. CASI is also working on developing a senior services workgroup requested at a slightly higher level but yet equal to (all providers in the area) to discuss the FY09 actual. The number of individual client services, workload and how things could be requested at a higher level due done better or differently. This is being done to the fact that the seniors in this program often to ensure services are not being duplicated require multiple contacts because of increased as well as to share knowledge.</p><p>The number of persons served per FTE (individual) (E.1) is requested at a higher level recommended to remain at the FY10 level of despite the need for more contacts. The agency is \$117,317. benefiting from interns from St. Ambrose University helping the seniors and staff with the paperwork.</p></div></div>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Outreach to Older Persons (39A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Social Services Coordinator		1.00	1.00	1.00	1.00	
Senior Advocates		5.00	3.50	5.00	5.00	
TOTAL POSITIONS		6.00	4.50	6.00	6.00	
REVENUE SUMMARY:						
Title III B		\$12,502	\$12,504	\$12,504	\$12,504	
United Way		50,606	52,120	46,184	46,184	
Contributions		240	2,500	250	250	
Miscellaneous		127,766	121,679	127,155	127,155	
CDBG		30,500	30,500	31,820	31,820	
Admin Revenue Allocation		65,515	115,812	99,234	99,234	
SUB-TOTAL REVENUES		\$287,129	\$335,115	\$317,147	\$317,147	
Scott County Contribution		113,900	117,317	117,317	117,317	117,317
TOTAL REVENUES		\$401,029	\$452,432	\$434,464	\$434,464	
APPROPRIATION SERVICES						
Personal Services		\$437,957	\$442,960	\$364,218	\$364,218	
Expenses		5,836	5,447	6,076	6,076	
Supplies		816	1,300	272	272	
Occupancy		3,955	3,000	4,296	4,296	
TOTAL APPROPRIATIONS		\$448,564	\$452,707	\$374,862	\$374,862	

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 3,200.					
2. To keep cost per ride below \$1.42.					
3. To provide 29,700 rides.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Requests		28,287	29,700	29,700	29,700
WORKLOAD					
1. Passengers transported/rural		1,668	3,200	3,200	3,200
2. Passengers transported/all areas		28,287	29,700	29,700	29,700
3. Enhanced services					
PRODUCTIVITY					
1. Cost client transported/all areas		\$1.47	\$1.42	\$1.42	\$1.42
EFFECTIVENESS					
1. Percent change in clients transported/all areas		5.10%	4.28%	1.70%	1.70%
ANALYSIS:					
<p>This program provides safe and dependable transportation services to the elderly and disabled so as to enhance their quality of life. The funding is pass through funds for River Bend Transit services. Funding is provided to the cities of Bettendorf and Davenport and River Bend Transit.</p> <p>The funding to the cities is for inclusion and coordination with their elderly and disabled transportation services.</p> <p>The PPB Indicators are highlighted as follows: the number of requests for transportation services (D.1) is requested at a slightly higher level. The number of passengers transported in the rural areas (W.1) is being requested at a significantly higher level. This is due to River Bend Transit offering special, unplanned rides. An example of this is when River Bend Transit transported several people to the Festival of Trees.</p> <p>The funding for this program is recommended to remain at the FY10 level of \$42,300 in November</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Transportation/Older Persons (39B)	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
REVENUE SUMMARY:					
Scott County Contribution	\$41,000	\$42,300	\$42,300	\$42,300	\$22,300
TOTAL REVENUES	\$41,000	\$42,300	\$42,300	\$42,300	
APPROPRIATION SUMMARY:					
Expenses	\$41,000	\$42,300	\$42,300	\$42,300	
TOTAL APPROPRIATIONS	\$41,000	\$42,300	\$42,300	\$42,300	

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 4: 30 p.m., Monday through Friday.					
PROGRAM OBJECTIVES:					
1. To maintain admissions at 42.					
2. To maintain hours at 64,890					
3. To keep costs at or below \$9.58 per hour.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Admissions		36	40	42	42
2. Program capacity		48	48	48	48
WORKLOAD					
1. Clients Unduplicated		112	109	114	114
2. Client hours		59,751	65,000	66,950	66,950
3. Number of volunteers - unduplicated		60	40	52	52
PRODUCTIVITY					
1. Cost per client hour		\$10.57	\$9.86	\$9.58	\$9.58
EFFECTIVENESS					
1. County contribution as a percent of program costs		2%	2%	2%	2%
2. Volunteer hours in day center		5,591	3,658	4,000	4,000
ANALYSIS:					
<p>This program provides supervision and assistance to seniors who may not be safe at home alone and who are at risk for institutionalization. The agency is working diligently to increase public awareness of this program. CASI updated and streamlined their website making it easier to use and get information about this program. The agency has also been reaching out to other referral agencies and physicians. This program can bring in significant Medicare and Medicaid revenue. The agency is reporting that the revenue for this program is decreasing by 2.4% and the appropriations are increasing by 2.2%.</p> <p>There is one staff person who assists the families with the application and also the re-certification/re-qualification process.</p> <p>The PPB Indicators are highlighted as follows: the number of admissions (D.1) and the number of unduplicated clients (W.1) are being requested at a slightly higher level due to the increased public awareness and increased number of referral sources. The number of client hours (W.2) is being requested at a slightly higher level, again due to the increased referrals. The cost per client hour (P.1) is being requested at a slightly lower level.</p> <p>The county funding for this program is capped. The agency has requested continued funding. Funding is recommended at the requested/capped level of \$14,286.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Day Care/Older Persons (39C)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
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	1.00	1.00	
Adult Day Center Facilitators		3.75	4.77	3.75	3.75	
Adult Day Center Aides		1.00	1.60	1.00	1.00	
TOTAL POSITIONS		7.75	9.37	7.75	7.75	
REVENUE SUMMARY:						
Medicaid Waiver		\$174,674	\$160,000	\$185,000	\$185,000	
Elder Care		7,832	11,748	11,748	11,748	
Title III B		15,666	11,748	11,748	11,748	
Title V		11,310	7,926	-	-	
Veteran's Administration		68,358	70,000	67,392	67,392	
United Way		12,881	14,478	12,824	12,824	
Contributions		2,095	1,500	100	100	
Activities		10,486	-	-	-	
Miscellaneous		780		1,524	1,524	
Project Income		144,165	142,511	151,936	151,936	
ADC Meals		-	10,600	10,844	10,844	
Scott County Regional Authority		1,497				
Admin Revenue Allocation		137,926	253,284	208,914	208,914	
Transportation/ADC		3,766	3,300	8,036	8,036	
SUB-TOTAL REVENUES		\$591,436	\$687,095	\$670,066	\$670,066	
Scott County Contribution		14,286	14,286	14,286	14,286	14,286
TOTAL REVENUES		\$605,722	\$701,381	\$684,352	\$684,352	
APPROPRIATION SUMMARY:						
Personal Services		\$581,546	\$580,177	\$590,471	\$590,471	
Equipment		-	500	-	-	
Expenses		44,365	36,125	45,708	45,708	
Supplies		9,847	10,620	4,888	4,888	
Occup		46				
TOTAL APPROPRIATIONS		\$635,804	\$627,422	\$641,067	\$641,067	

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. The dollar value of volunteer services was based on the U.S. Bureau of Labor new hourly rate of \$20.25 per Dovia News.					
PROGRAM OBJECTIVES:					
1. To provide 31,000 hours of volunteer service.					
2. To keep the cost per volunteer hour at \$3.12 or less.					
3. To generate at least \$633,066 worth of volunteer hours.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Eligible population		24,678	28,489	28,697	28,697
WORKLOAD					
1. Hours of service		27,185	30,352	31,263	31,263
2. Number of volunteers - unduplicated		1,067	828	853	853
PRODUCTIVITY					
1. Cost per volunteer hour		\$3.37	\$3.21	\$3.12	\$3.12
2. Cost as percent of dollar value of volunteer service		17.28%	17.09%	16.74%	16.74%
EFFECTIVENESS					
1. Dollar value of volunteer services		\$530,379	\$614,628	\$633,066	\$633,066
2. Hours served per volunteer		25	37	38	38
ANALYSIS:					
<p>This program allows seniors to safely stay in their own homes with comfort and dignity. The program provides transportation, meal delivery, home visits, assistance with mail and other paperwork, minor home repairs and holiday baskets.</p> <p>The agency reports the revenue for this program decreasing by 6.2% and the appropriations decreasing by 4.8%.</p> <p>The PPB Indicators are highlighted as follows: The number of volunteer hours (W.1) of service is requested at a higher level, while the number of unduplicated volunteers (W.1) is requested at a lower level. This indicates that fewer volunteers will be covering the increased hours of service. The cost per volunteer hour (P.1) is being requested at a lower level.</p> <p>The county funding for this program is recommended at the FY10 level of \$41,550.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Volunteer Serv/Older Persons (39D)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Volunteer/Life Options Coordinator		1.00	1.50	0.50	0.50	
Listen-To-Me-Read Coordinator		0.30	0.30	0.30	0.30	
TOTAL POSITIONS		1.30	1.80	0.80	0.80	
REVENUE SUMMARY:						
United Way		\$0	\$0	\$0	\$0	
Contributions		-	1,000	1,000	1,000	
Project Income		-	1,000	1,000	1,000	
Supplemental Grants		-	-	250	250	
Admin Revenue Allocation		31,033	53,261	47,005	47,005	
SUB-TOTAL REVENUES		\$31,033	\$55,261	\$49,255	\$49,255	
Scott County Contribution		40,340	41,550	41,550	41,550	41,550
TOTAL REVENUES		\$71,373	\$96,811	\$90,805	\$90,805	
APPROPRIATION SUMMARY:						
Personal Services		\$91,664	\$97,413	\$92,540	\$92,540	
Expenses		205	900	900	900	
Supplies		4	4,000	4,000	4,000	
Occupancy		-	-	-	-	
TOTAL APPROPRIATIONS		\$91,873	\$102,313	\$97,440	\$97,440	

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 6,319 activity sessions.					
2. To maintain an average of 25 participants per session.					
3. To keep costs per session at or below \$61.49.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	AMIN REC
DEMAND					
1. Paid Members		1,500	1,550	1,600	1,600
WORKLOAD					
1. Sessions		5,601	6,256	6,319	6,319
PRODUCTIVITY					
1. Cost per session		\$68.81	\$62.10	\$61.49	\$61.49
EFFECTIVENESS					
1. Participants per session		22	24	25	25
2. Staff costs as a percent of program costs		23%	24%	24%	24%
ANALYSIS:					
<div><div><p>This program provides opportunities for socialization and recreation for many seniors. The activities are also instructional. The activities are designed to provide social stimulation and information to help keep seniors living as independently as possible.</p><p>The agency is reporting a decrease in revenue of 15.3% for this program and a decrease in appropriations of 6.1%. The decrease in revenue is due to the decline in project income or membership dues. It is also due to the decrease in CDBG funds.</p><p>The agency strives to develop new and exciting activities. The new marketing director's main goal is to "climb to the top of the mountain and shout out what CASI does". The agency is changing it's activities in hopes of attracting the "Baby Boomers". The goal is to have the activities offer more to the "active" seniors.</p></div><div><p>The agency has developed a senior theatre program and a lecture series. The new activities are both educational as well as entertaining.</p><p>The PPB Indicators are highlighted as follows: the number of sessions (W.1) is requested at a higher level due to the new activities being implemented for the "active" senior. The number of participants per session (E.1) is requested at a higher level as the agency hopes to draw more people to the "new" sessions.</p><p>Due to contractual provisions, the funding for this program is capped. The agency is requesting continued funding. Funding is recommended at the requested level of \$18,297.</p></div></div>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Leisure Serv/Older Persons (39E)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Senior Center Coordinator		1.00	1.00	1.00	1.00	
Fitness Center Assistant		1.50	1.35	1.50	1.50	
Assistant Activity Manager		0.50	0.50	0.50	0.50	
Site Managers		0.50	0.50	0.50	0.50	
Meal Site Assistant		0.75	0.25	0.75	0.75	
TOTAL POSITIONS		4.25	3.60	4.25	4.25	
REVENUE SUMMARY:						
Title III C		\$7,751	\$7,752	\$7,752	\$7,752	
Title V		0	7,250	7,228	7,228	
Contributions		76	500	400	400	
Miscellaneous		1,615	-	-	-	
CDBG		6,265	7,500	5,300	5,300	
Project Income		86,291	101,200	86,159	86,159	
Supplemental Grants		-	-	-	-	
Admin Revenue Allocation		110,340	202,628	167,130	167,130	
SUB-TOTAL REVENUES		\$212,338	\$326,830	\$273,969	\$273,969	
Scott County Contribution		18,297	18,297	18,297	18,297	18,297
TOTAL REVENUES		\$230,635	\$345,127	\$292,266	\$292,266	
APPROPRIATION SUMMARY:						
Personal Services		\$357,052	\$384,432	\$360,179	\$360,179	
Equipment		-	-	-	-	
Expenses		1,083	1,985	872	872	
Supplies		28,839	26,862	27,467	27,468	
Occupancy		-	-	300		
TOTAL APPROPRIATIONS		\$386,974	\$413,279	\$388,818	\$388,519	

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 2,000 referrals for assessment.					
2. To continue to have at least 2,000 requests for prevention services.					
3. To maintain group hours to at least 40,000 hours.					
4. To maintain a length of stay in treatment of at least 75 days.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	AMIN REC
DEMAND					
1. Referrals for assessment		2,106	2,000	2,000	2,000
2. Requests for prevention services		1,902	2,000	2,000	2,000
WORKLOAD					
1. Clients screened		1,589	1,650	1,500	1,500
2. Admissions		829	700	700	700
3. Hours of individual		4,285	4,000	4,000	4,000
4. Hours of group		42,272	35,000	40,000	40,000
5. Prevention direct service hours		2,449	2,300	2,300	2,300
PRODUCTIVITY					
1. Cost per outpatient service		\$113.83	\$119.50	\$122.41	\$122.41
2. Cost per prevention service		\$176.04	\$130.92	\$146.93	\$146.93
3. Cost per prevention direct service hours		\$136.72	\$96.01	\$127.76	\$127.76
EFFECTIVENESS					
1. Length of stay in treatment (days)		81	70	75	75
2. Patient revenue as a percent of cost		22%	30%	18%	18%
3. % of students reintegrated into public school or graduated		71%	85%	85%	85%
4. % of students identifying risk (related to substance use)		85%	75%	75%	75%
ANALYSIS:					
<p>Total FY11 appropriations for the total agency are decreasing 6.4% over current budgeted levels due to changes in Iowa and Illinois funding along with program changes at Genesis West and Illini Hospital. Non-salary costs are decreasing 2.5% over current budgeted levels for the total agency. Revenue for the outpatient services /prevention program are projected to increase 6.1% although that is highly dependent with what happens with state funding and with increased contractual fees/payments. Expenditures for this program are expected to increase 5.5%. Prevention services will continue to remain stable (D.1-2). All prevention activities continue to be provided at the East Locust Street address. The Scott County involvement with this program continues to be with a grant through the state of Iowa. The grant requires a three to one match. Scott County is eligible to receive \$10,000 from the Iowa Department of Public Health (IDPH) with a \$30,000 match provided through local funding. It is recommended that the county continue to fund \$30,000 so as to secure the \$10,000 in IIDPH funding. If the state match should be reduced through budget cutting the county match will be reduced accordingly.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Outpatient Services (38A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Executive Director		0.39	0.39	0.39	0.39	
Treatment Supervisor		1.12	0.37	0.37	1.12	
Clinical Director		-	0.75	0.75	-	
Finance Manager		0.78	0.39	0.39	0.39	
HR Officer		0.39	0.39	0.39	0.39	
Admin Systems Manager		0.40	0.40	0.40	0.40	
Accounting Specialist		0.39	0.78	0.39	0.39	
Client Accts Receivable Specialist		2.49	2.10	2.49	2.49	
Administrative Assistant		0.39	0.39	0.39	0.39	
Clerical		2.00	2.00	2.00	2.00	
Maintenance		0.78	0.78	0.78	0.78	
QA/UR Program Manager		1.00	1.00	1.00	1.00	
Prevention Coordinator		1.00	1.00	1.00	1.00	
Prevention Specialist		8.00	6.00	8.00	8.00	
Counselors		24.00	18.00	23.00	23.00	
Techs/CCW		1.00	1.00	-	-	
Program Managers		3.50	3.50	3.50	3.50	
TOTAL POSITIONS		47.63	39.24	45.24	45.24	
REVENUE SUMMARY:						
I.D.S.A. Treatment		\$1,230,117	\$1,123,943	\$1,184,789	\$1,184,789	
I.D.S.A. Prevention		159,176	158,676	167,808	167,808	
DASA		-	-	-	-	
United Way		29,630	37,087	26,000	26,000	
Client Fees		102,097	134,667	149,437	149,437	
Insurance Payments		217,530	260,870	228,630	228,630	
Interest		(29,172)	19,079	12,313	12,313	
Seventh Judicial District		125,176	108,434	108,024	108,024	
Contributions		9,543	12,121	9,000	9,000	
Scott County Jail		1,785	3,900	1,000	1,000	
Local Schools		44,290	44,000	44,290	44,290	
U S Fed Probation		110,252	72,306	110,113	110,113	
Contractual Fees/Payment		188,818	108,898	143,103	143,103	
Case Manger		86,683	68,000	98,000	98,000	
SUB-TOTAL REVENUES		\$2,275,925	\$2,151,981	\$2,282,507	\$2,282,507	
Scott County Contribution		29,145	30,000	30,000	30,000	30,000
IDPH Substance Abuse Funds		9,715	10,000	10,000	10,000	10,000
TOTAL COUNTY CONTRIBUTION		\$38,860	\$40,000	\$40,000	\$40,000	\$40,000
TOTAL REVENUES		\$2,314,785	\$2,191,981	\$2,322,507	\$2,322,507	
APPROPRIATION SUMMARY:						
Personal Services		\$1,550,803	\$1,475,473	\$1,525,422	\$1,525,422	
Equipment		13,514	6,243	6,957	6,957	
Expenses		272,040	248,673	295,785	295,785	
Supplies		44,043	29,444	37,945	37,945	
Occupancy		59,131	67,611	61,849	61,849	
TOTAL APPROPRIATIONS		\$1,939,531	\$1,827,444	\$1,927,958	\$1,927,958	

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 a length of stay of at least 17 days in the START program and 44 days in the halfway house.					
2. To effectively move clients through the continuum of care.					
3. To maintain the length of stay of 3.7 days or less for acute care.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	AMIN REC
DEMAND					
1. Referrals acute		889	1,000	925	925
2. Referrals intermediate		395	400	400	400
3. Referrals halfway house		151	140	140	140
WORKLOAD					
1. Days of acute level care		3,922	3,700	3,700	3,700
2. Days of intermediate level care		8,342	7,500	7,500	7,500
3. Days of halfway house care		8,855	8,400	8,400	8,400
PRODUCTIVITY					
1. Cost per day acute		\$132.02	\$136.63	\$143.19	\$143.19
2. Cost per day intermediate		\$124.27	\$141.37	\$140.70	\$140.70
3. Cost per day halfway house		\$58.25	\$66.73	\$66.31	\$66.31
EFFECTIVENESS					
1. Length of stay (days) acute		4.1	3.7	3.7	3.7
2. Length of stay (days) intermediate		17.9	17.0	17.0	17.0
3. Length of stay (days) halfway house		60.3	44.0	44.0	44.0
4. Patient revenue as percent of program cost		17.7%	19.1%	16.7%	16.7%
5. After residential treatment clients participating in continuum of care		60%	50%	50%	50%
ANALYSIS:					
Total appropriations to this program are expected to increase 0.3%. Revenues are expected to decrease 3.3%. Originally CADS had budgeted to increase their table of organization by three FTE'S in FY'10 but because of the financial climate that did not occur. The revenue decreases are reflected in reduced United Way funding, interest income and less in contractual fees. There are minimal appropriation changes from the FY'10 budget. This program continues to provide residential services at the acute, intermediate and halfway house levels of care. Days in intermediate care (W.2) are expected to decrease from FY'09 actuals. Scott County funding continues to be directed to the acute residential program which provides detox services at the Country Oaks facility. Persons who are committed under the 125 substance abuse					
held for evaluation at the detox unit. Funding for FY'11 is recommended at the same level as FY'10 of \$295,432.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Residential Services (38B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Executive Director		0.39	0.39	0.39	0.39	
Treatment Supervisors				0.25	0.25	
Clinical Director		0.25	0.25	-	-	
Finance Manager		0.78	0.39	0.39	0.39	
HR Officer		0.39	0.39	0.39	0.39	
Admin Systems Manager		0.40	0.40	0.40	0.40	
Accounting Specialist		0.39	0.78	0.39	0.39	
Client Accts Receivable Specialist		1.29	0.90	0.90	1.29	
Administrative Assistant		0.39	0.39	0.39	0.39	
Clerical		2.00	1.00	1.00	1.00	
Maintenance		0.78	0.78	0.78	0.78	
QA/UR Program Manager		0.50	0.50	0.50	0.50	
Counselors		7.00	7.00	7.00	7.00	
Techs/CCW		13.00	14.00	12.00	12.00	
Program Managers		3.00	3.00	3.00	3.00	
Health Care Coordinator		1.00	1.00	1.00	1.00	
RN/LPN		8.00	8.00	7.00	7.00	
TOTAL POSITIONS		39.56	39.17	35.78	36.17	
REVENUE SUMMARY:						
I.D.S.A. Treatment		\$895,600	\$895,600	\$832,634	\$832,634	
United Way		10,000	19,179	18,227	18,227	
Client Fees		63,623	48,073	65,956	65,956	
Insurance Payments		303,352	223,349	292,422	292,422	
Interest		(31,138)	22,935	9,234	9,234	
Contributions		10,785	7,807	8,000	8,000	
County Commitments		40,203	50,800	50,800	50,800	
Scott County Jail		92,840	126,100	99,000	99,000	
Contractual Fees		72,222	49,464	10,035	10,035	
SUB-TOTAL REVENUES		\$1,457,487	\$1,443,307	\$1,386,308	\$1,386,308	
Scott County Contribution		285,442	295,432	295,432	295,432	295,432
TOTAL REVENUES		\$1,742,929	\$1,738,739	\$1,681,740	\$1,681,740	
APPROPRIATION SUMMARY:						
Personal Services		\$1,527,633	\$1,574,728	\$1,558,211	\$1,558,211	
Equipment		17,977	7,715	8,024	8,024	
Expenses		276,932	287,824	288,536	288,536	
Supplies		173,237	171,965	196,070	196,070	
Occupancy		74,449	93,985	90,918	90,918	
TOTAL APPROPRIATIONS		\$2,070,228	\$2,136,217	\$2,141,759	\$2,141,759	

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 continue to work with the Community Services' staff to ensure that all third party revenue is maximized.					
3. To maintain Community Services cost per medical encounter under \$165 (excludes pharmacy cost).					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	ADMIN REC
DEMAND					
1. Estimated number of Scott County citizens below poverty level		22,600	23,956	23,956	23,956
2. Number of Community Services encounters (Projected and actual only count FQHC encounters no pharmacy)		655	932	932	932
WORKLOAD					
1. Cost of Community Services medical services		\$55,806	\$92,510	\$92,510	\$92,510
2. Cost of Community Services dental services		\$1,181	\$6,481	\$6,481	\$6,481
3. Cost of Community Services pharmacy services		\$227,097	\$265,000	\$265,000	\$265,000
4. Cost of Community Services lab services		\$22,006	\$37,870	\$37,870	\$37,870
5. Cost of Community Services x-ray services		\$4,443	\$10,723	\$10,723	\$10,723
PRODUCTIVITY					
1. Cost per Community Services encounter (excludes pharmacy cost)		\$127.38	\$158.35	\$158.35	\$158.35
EFFECTIVENESS					
1. Percent of Community Services encounter requests seen		100%	100%	100%	100%
2. FQHC approved Iowa Medicaid encounter rate		\$141.16	\$155.94	\$155.94	\$155.94
ANALYSIS:					
Total FY11 appropriations for the Community Services program are increasing 4.9 % over current budgeted levels. Non-salary costs are increasing 15.9% over current budgeted levels for program. There is no revenue change in this program in that Scott County is the only funder. The primary reasons for appropriation changes from current budgeted levels are to continue to remain competitive with wages and benefits and to cover increases in wages and costs. Several PPB indicators are highlighted as follows: the number of community service encounters (D.1) is expected to increase knowing that in FY'09 encounters were lower than normal. There is expected to be a significant decrease in pharmacy encounter costs (P.3) as a result of an increase in pharmaceuticals being added to CHC's formulary. This results in CHC not having to outsource to Walgreens for pharmaceuticals. This program represents Scott County's participation in general medical programs provided by CHC for community service clients. It is recommended that funding for this program remain the same as FY'10 and stay at \$302,067.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Health Serv-Comm Services (40B)	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:					
Physician	0.30	0.39	0.42	0.42	
Physician Assistant	0.20	0.20	0.17	0.23	
Nurse Practitioner	0.10	0.11	0.11	0.11	
Nutritionist	0.03	0.03	0.03	0.03	
Health Educator	-	0.03	-	-	
X-Ray Technician	0.07	0.09	0.07	0.07	
Lab Technician	0.27	0.22	0.24	0.24	
Registered Nurse	0.27	0.22	0.24	0.24	
LPN/Medical Assistant	0.91	0.95	0.95	1.01	
Dentist/Hygienist/Assistants/Receptionist & Clinic Manager	0.91	0.95	0.91	0.91	
Pharmacist/Pharmacy Technician	0.25	0.26	0.25	0.25	
Network Administrator	0.06	0.03	0.09	0.09	
Medical Records Clerk	0.39	0.36	0.48	0.48	
Security Guard	0.01	0.01	0.01	0.01	
Business Office Coordinator	-	0.02	0.05	0.05	
Income Verification	-	0.08	0.08	0.08	
Provider Enrollment		0.03	0.03	0.03	
Patient Account Representative	0.46	0.46	0.41	0.41	
Patient Service Representative	0.81	0.53	0.87	0.87	
Executive Director	0.03	0.03	0.03	0.03	
Director of Clinic/Finance/Program/HR	0.09	0.08	0.06	0.06	
Administrative Assistant	0.06	0.04	0.06	0.06	
Quality Director & Specialist	0.06	0.06	0.06	0.06	
Clinical Information Coordinator	-	0.03	0.03	0.03	
Collab. Coord. & Chronic Care	-	0.09	-	-	
Appointment Scheduler	0.17	0.12	0.17	0.17	
Outreach Worker (Homeless)/Outreach Educator	0.12	0.11	0.12	0.12	
Telephone Operator	0.06	0.11	0.06	0.06	
Coding Specialist	-	0.05	-	-	
Translator	0.12	0.13	0.12	0.12	
Medical Secretary	0.06	0.06	0.06	0.06	
Child Health Coordinator	-	0.03	-	-	
Buildings & Grounds Coordinator	0.06	0.05	0.06	0.06	
Computer Support Technician	0.80	0.08	0.80	0.80	
Accounting Specialist	0.06	0.06	0.06	0.06	
Medical Clinic Manager	0.15	0.12	0.12	0.12	
Dental Clinic Manager	0.03	0.03	0.03	0.03	
Purchasing Specialist	0.03	0.03	0.03	0.03	
Grant Writer	0.03	0.03	0.03	0.03	
Director of Development		0.03	0.02	0.03	
Accountant	0.06	0.03	0.06	0.06	
Clinic Assistant	0.03	0.03	-	-	
EPSDT Care Coordinator	-	0.11	0.03	0.03	
Human Resources Coordinator	0.03	0.03	0.03	0.03	
Operations Specialist	0.03	0.03	0.03	0.03	
Training Coordinator	0.03	0.03	0.03	0.03	
Development Assistant	0.03	-	0.03	0.03	
TOTAL POSITIONS	7.18	6.60	7.54	7.67	
REVENUE SUMMARY:					
Scott County Contribution	\$291,727	\$302,067	\$302,067	\$302,067	\$302,067
TOTAL REVENUE	\$291,727	\$302,067	\$302,067	\$302,067	
APPROPRIATION SUMMARY:					
Personal Services	\$209,364	\$179,958	\$172,707	\$187,682	
Expenses	35,614	38,659	41,511	43,070	
Supplies	272,166	414,151	420,889	432,817	
TOTAL APPROPRIATIONS	\$517,144	\$632,768	\$635,107	\$663,569	

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 continue increasing provider productivity by better utilizing the team concept to create better patient flow.					
2. To maintain the cost per encounter at \$165 or less.					
3. To increase the number of users seen in the clinic programs.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	AMIN REC
DEMAND					
1. Number of patients under 200% of poverty.		34,226	29,542	30,428	30,428
2. Quad City population		377,265	377,291	377,291	377,291
3. Total number of users at clinic this program		35,492	30,635	31,554	31,554
WORKLOAD					
1. Number of encounters for clinic this program		108,387	110,070	120,000	120,000
2. Number of encounters for people under 200% of poverty		104,521	105,976	115,719	115,719
3. Total dental encounters		22,925	22,013	22,925	22,925
4. Total medical encounters		85,462	88,057	97,075	97,075
PRODUCTIVITY					
1. Cost per encounter in clinic		\$154.36	\$158.86	\$155.61	\$155.61
EFFECTIVENESS					
1. Gross charges/total costs		97%	100%	100%	100%
2. FQHC Approved Iowa Medicaid Encounter Rate		\$141.16	\$144.25	\$155.94	\$155.94
3. Sliding fee discounts/federal grant		83%	105%	110%	110%
ANALYSIS:					
Total FY11 appropriations for the total agency are increasing 6.7% over current budgeted levels. Total revenue for the agency is expected to increase 6.2%. The primary reasons for revenue changes from current budget levels are: Hiring of new providers who will enable CHC to increase the amount of encounters generated and provide additional services to patients in need. The primary reasons for appropriation changes from current budget levels are: To continue to remain competitive with wages and benefits and to cover increases in costs. This portion of the CHC budget represents Scott County's participation in general medical programs provided by Community Health Care. The program provides assistance with deficits incurred for sliding fee scale patients and in general aids CHC in its mission to serve the needs of a continually increasing indigent population. This program has been capped at \$52,946 for the last twelve years. It is recommended that funding remain at this level.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Health Serv-Other (40C)	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:					
Physician	12.46	12.71	12.46	12.46	
Physician Assistant	6.50	5.24	6.40	6.40	
Nurse Practitioner	3.72	4.07	3.72	3.72	
Nutritionist	0.97	0.97	0.97	0.97	
Health Educator	0.97	1.02	0.97	0.97	
X-Ray Technician	2.81	2.52	2.81	2.81	
Lab Technician	7.13	4.85	7.13	7.13	
Registered Nurse	7.07	7.76	7.07	7.07	
LPN/Medical Assistant	30.03	30.65	30.03	30.03	
Dentist/Hygienist/Assistants/Receptionist & Clinic Manager	29.69	30.52	29.69	29.69	
Pharmacist/Pharmacy Technician	8.13	8.25	8.13	8.13	
Information Services Coordinator	0.97	0.97	0.97	0.97	
Medical Records Clerk	11.80	13.10	11.80	11.80	
Security Guard	0.23	0.10	0.23	0.23	
Business Office Coordinator	0.73	0.97	0.73	0.73	
Income Verification	2.73	1.94	2.73	2.73	
Provider Enrollment	1.08	0.97	1.08	1.08	
Patient Account Representative	14.97	5.82	14.97	14.97	
Patient Service Representative	17.28	19.40	17.28	17.28	
Executive Director	0.97	0.97	0.97	0.97	
Director of Clinic/Finance/Program/HR	2.60	2.91	2.60	2.60	
Administrative Assistant	1.15	4.85	1.15	1.15	
Quality Director & Specialist	1.94	1.94	1.94	1.94	
Clinical Information Coordinator	0.97	0.97	0.97	0.97	
Collab. Coord. & Chronic Care	2.78	1.94	2.78	2.78	
Appointment Scheduler	3.84	4.66	3.84	3.84	
Outreach Worker (Homeless)/Outreach Educator	3.62	4.85	3.62	3.62	
Telephone Operator	3.53	2.91	3.53	3.53	
Coding Specialist	1.52	6.79	1.52	1.52	
Translator	4.13	3.78	4.13	4.13	
Medical Secretary	1.90	3.88	1.90	1.90	
Child Health Coordinator	0.97	0.97	0.97	0.97	
Buildings & Grounds Coordinator	1.58	1.94	1.58	1.58	
Computer Support Technician	2.74	1.94	2.74	2.74	
Accounting Specialist	1.89	1.75	1.89	1.89	
Medical Clinic Manager	3.80	3.88	3.80	3.80	
Dental Clinic Manager	0.97	0.97	0.97	0.97	
Purchasing Specialist	0.99	0.97	0.99	0.99	
Grant Writer/Director of Development	1.66	1.94	1.66	1.66	
Accountant	0.97	0.97	0.97	0.97	
Clinic Assistant	1.10	0.97	1.10	1.10	
EPSDT Care Coordinator	3.66	3.88	3.66	3.66	
Human Resources Coordinator	0.97	0.97	0.97	0.97	
Operations Specialist	0.89	0.97	0.89	0.89	
Training Coordinator	0.97	0.97	0.97	0.97	
Development Assistant	-	0.97	-	-	
TOTAL POSITIONS	211.38	216.34	211.28	211.28	
Iowa State Dept Health/Child Health	\$30,294	\$112,999	\$30,294	\$30,294	
HHS-UHI	3,015,838	3,151,980	3,015,838	3,240,000	
Patient Fees	10,777,890	13,621,557	12,420,000	15,046,600	
HHS-Homeless	216,194	231,953	216,194	216,194	
Other	1,385,441	1,128,781	1,535,414	850,566	
SUB-TOTAL REVENUES	\$15,425,657	\$18,247,270	\$17,217,740	\$19,383,654	
Scott County Contribution	52,946	52,946	52,946	52,946	52,946
TOTAL REVENUE	\$15,478,603	\$18,300,216	\$17,270,686	\$19,436,600	
APPROPRIATION SUMMARY:					
Personal Services	\$10,259,085	\$11,817,227	\$11,845,197	\$13,109,596	
Expenses	3,234,554	2,780,976	2,560,314	2,740,659	
Supplies	1,859,475	2,386,896	2,369,168	2,061,657	
Occupancy	530,053	522,146	710,950	760,862	
TOTAL APPROPRIATIONS	\$15,883,167	\$17,507,245	\$17,485,629	\$18,672,774	

**MENTAL HEALTH,
MENTAL RETARDATION AND
DEVELOPMENTAL DISABILITIES**

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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 \$876.42.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Total number of involuntary commitments filed - substance abuse		210	245	220	220
WORKLOAD					
1. Number of commitments (adult) - substance abuse		135	200	150	150
2. Number of commitments (children) - substance abuse		42	50	50	50
3. 48 hour holds - substance abuse		26	15	15	15
PRODUCTIVITY					
1. Cost per evaluation order		\$1,092.00	\$876.42	\$887.40	\$887.40
EFFECTIVENESS					
1. Percent of program objectives accomplished		97.0%	97.0%	97.0%	97.0%
2. Percent committed to outpatient at hearing		45.0%	45.0%	45.0%	45.0%
ANALYSIS:					
<p>This program provides funding for emergency hospitalization, commitment evaluation for substance abuse to Scott County citizens and for certain children's institutions.</p> <p>The FY11 appropriations for this program are recommended to decrease by 14.9%. The largest decrease is in the expenses at the Mt. Pleasant facility. The county has worked very hard to utilize local providers instead of sending individuals to the facility for treatment. Although there is very little revenue for this program (reimbursement from facilities or other counties), the revenue is expected to remain consistent with the FY10 budgeted levels.</p> <p>In addition to payment for services at Mt. Pleasant, this program also provides funding for services for juveniles at the Toledo State Juvenile Home. The county is responsible for 50% of the costs of the</p> <p>stay. Placement at Toledo is approved by the Juvenile Court System. The county does not have any input in this matter.</p> <p>The substance abuse commitment services are primarily provided through CADS. Genesis Medical Center closed their substance abuse unit (MARC) in June of 2009.</p> <p>The PPB Indicators have been adjusted to reflect the FY09 actuals and the FY10 current experiences.</p> <p>Scott County only pays for the substance abuse evaluation and hospitalization/doctor charges up to the day of the hearing. The county is not responsible for costs after the hearing.</p> <p>Funding is recommended at the requested level of \$267,480.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: SA Assistance (17F)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
271-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:						
Fees and Charges		\$11,467	\$2,530	\$2,530	\$2,530	\$2,530
TOTAL REVENUES		\$11,467	\$2,530	\$2,530	\$2,530	\$2,530
APPROPRIATION SUMMARY:						
Expenses		\$310,300	\$314,488	\$278,360	\$267,480	\$267,480
TOTAL APPROPRIATIONS		\$310,300	\$314,488	\$278,360	\$267,480	\$267,480

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 \$996.40.					
2. To serve 1580 persons with MH/CMI.					
3. To provide services for at least 405 protective payee cases.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Total number involuntary commitments filed - mental health	361	320	380	380	
2. Protective payee applications	95	70	100	100	
3. Number of consumers at Glenwood/Woodward	26	26	26	26	
WORKLOAD					
1. Number of persons with MH/CMI served	1537	1,580	1,600	1,600	
2. Number of mental health commitments - adult	204	230	230	230	
3. Number of mental health commitments - juvenile	65	65	65	65	
4. Number of 48 hour holds	83	50	85	85	
5. Protective payee cases	367	405	380	380	
6. Number of persons with MR/DD served	384	380	410	410	
PRODUCTIVITY					
1. Cost per evaluation approved	747.26	\$996.40	\$777.43	\$777.43	
2. Cost per MR/DD consumer served	\$11,875.74	\$14,105.76	\$12,715.25	\$12,715.25	
3. Cost per MI/CMI consumer served	\$1,169.35	\$1,303.95	\$1,209.36	\$1,209.36	
EFFECTIVENESS					
1. Percent of program objectives accomplished	98%	97%	97%	97%	
2. Number of consumers leaving SHS	-	1	1	1	
3. Number of consumers leaving community ICF-MR	1	1	1	1	
ANALYSIS:					
<p>For this program, MH/DD services, the FY11 appropriations are recommended to increase 5.3% over current budgeted levels. The increase in appropriations is due to the FMAP rate returning to 38% on 1/1/11 and the addition of 50 waiver slots as CCMS has told the state they can not have "county" waiting lists. The revenues are recommended to decrease 20.4% over current budgeted amounts. The large decrease in revenue is due to the state budget cuts for FY10 (10% across the board). The county is also projecting another 10% cut in state funds for FY11.</p> <p>The county is expecting to use most of the fund balance to get through FY10. The MH/DD Advisory Committee revised the Plan of Reductions for FY10. Cuts will be made in January of 2010 in order to preserve a small MH/DD fund balance- \$255,403 or 1.62%, if projected expenditures remain consistent.</p>		<p>The county is anticipating much larger cuts in services and programs for FY11 as the county budget must be balanced. The MH/DD Advisory Committee will develop a Plan of Reductions for FY11 in order to balance the budget. Local Legislators were informed of this crisis. They have discussed the levy option and questioned the county about its support of the idea. The Board is very concerned about cuts in services and they understand that people will go elsewhere for services (jail, hospital ERs, or homeless shelters). Cuts in services will cost the county much more money in the long run.</p>		<p>The PPB Indicators are requested at levels consistent with the FY10 projected levels.</p> <p>The county has been working on developing a relationship with Trinity Hospital and Robert Young Mental Health Center (RYC). The RYC is willing to provide mental health evaluations for children. Genesis Medical Center closed their children's unit in June of 2009. This new provider will not only benefit the county in terms of expenditures, but also help the families remain intact and assist in stabilizing them faster.</p> <p>Funding is recommended at the requested level of \$8,938,203.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: MH - DD Services (17G)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
430-A Mental Health Coordinator		1.00	1.00	1.00	1.00	1.00
252-C Case Aide		1.50	1.50	1.50	1.50	1.50
Z Mental Health Advocate		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		3.50	3.50	3.50	3.50	3.50
REVENUE SUMMARY:						
Intergovernmental		\$7,504,432	\$7,091,254	\$6,081,440	\$5,635,189	\$5,635,189
Fees and Charges		31,633	24,457	17,046	17,046	17,046
Miscellaneous		40,831	16,000	23,838	23,838	23,838
TOTAL REVENUES		\$7,576,896	\$7,131,711	\$6,122,324	\$5,676,073	\$5,676,073
APPROPRIATION SUMMARY:						
Personal Services		\$420,908	\$451,540	\$471,660	\$469,730	\$469,730
Equipment		-	1,482	1,482	1,482	1,482
Expenses		7,129,070	7,500,764	7,405,423	8,463,189	8,463,189
Supplies		4,217	4,033	4,782	3,802	3,802
TOTAL APPROPRIATIONS		\$7,554,195	\$7,957,819	\$7,883,347	\$8,938,203	\$8,938,203

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 provide services to 390 consumers.					
2. To provide case management services to at least one Resource Center resident to explore community placement options.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Eligible population of people with mental retardation		1,594	1,594	1,594	1,594
2. Waiting list that exists at the end of each quarter			-	-	-
3. Authorized positions in Davenport office (FTE)		13.5	13.5	13.5	13.5
WORKLOAD					
1. Number of clients served (unduplicated)		375	390	390	390
2. Number of HCBS-MR Waiver consumers served		365	376	376	376
3. Number of 100% County funded units billed		6	20	20	20
4. Number of SHS consumers served		-	2	2	2
5. Number of Title XIX funded units billed		4,329	4,470	4,614	4,614
PRODUCTIVITY					
1. Monthly cost per client (unit rate)		\$250.00	\$265.00	\$265.00	\$265.00
EFFECTIVENESS					
1. Percent of program objectives accomplished		6	15	15	15
2. # of placements to less restrictive settings		7	10	10	10
3. # of days from case assignment to date services begin		20	20	20	20
4. # of Supported Employment consumers decreasing workshop usage		12	15	15	15
5. # of referrals (linkage to community resources)		426	450	450	450
ANALYSIS:					
<p>This program, DHS Targeted Case Management, provides case management services for MR/DD consumers. This is typically for the individuals on the HCBS ID (MR) Waiver. The agency also provides case management services (short-term duration) to consumers who don't have Medicaid yet.</p> <p>The county froze the number of ID Waiver slots back in March of 2006, but as kids with a slot turn 18 years old, they automatically move to an adult slot. The county then becomes financially responsible for the FMAP portion of their Medicaid services. The number of slots continue to increase as does the ID Waiver budget.</p> <p>The goal of the ID Waiver program is to provide the least restrictive, consumer driven services to individuals with a diagnosis of mental retardation.</p>		<p>Under the ID Waiver program, consumers are required to have a case manager to assist in managing their plan and services. The county is required to pay one half of the non-federal share (FMAP) of the case management service for each person served. The FMAP rate was reduced due to the passage of the ARRA in February. The reduced rate will remain in effect until 12/31/10.</p> <p>The case management service also provides assistance to families so they can become Medicaid eligible. The case managers help the families complete the paperwork and determine legal settlement for the county.</p> <p>The agency also provides services to consumers at Glenwood and Woodward Resource Centers. The agency assists the consumers and families who want to move back to their home community.</p>		<p>The PPB Indicators are being presented at levels consistent with the FY10 levels. There is discussion about the State Medicaid Plan and how counties can not have waiting lists. There is a group working on the issues. Scott County has a very lengthy waiting list for ID Waiver slots.</p> <p>Funding is recommended at \$188,731.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	BUDGET
PROGRAM: Case Management - H.S. (21B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
APPROPRIATION SUMMARY:						
Expenses		\$159,052	\$227,684	\$184,523	\$188,731	\$188,731
TOTAL APPROPRIATIONS		\$159,052	\$227,684	\$184,523	\$188,731	\$188,731

SERVICE AREA: Mental Health Services		PROGRAM: Comm Residential Serv-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 agency-owned homes by filling openings quickly.				
2. To maintain at least 100 people in the least restrictive environment through Supported Community Living.				
3. To accommodate 95% of respite requests to support families in caring for their son/daughter at home.				
PERFORMANCE INDICATORS	2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND				
1. Adult population with mental retardation/developmental disability	3,409	3,409	3,409	3,409
2. Number of persons with DD diagnosis on group home waiting list	-	1	1	1
3. Eligible requests - respite	1,123	1,125	1,125	1,125
WORKLOAD				
1. Participants - all community residential services	176	185	185	185
2. Participant days - Site SCL services	30,851	31,200	31,900	31,900
3. Participant hours - Hourly SCL services	18,886	19,000	19,000	19,000
4. Families served - respite	42	45	45	45
5. Requests accommodated - respite	1,010	1,068	1,068	1,068
PRODUCTIVITY				
1. Cost per day per person - Supported Community Living (Daily)	\$118.68	\$119.23	\$120.93	\$120.93
2. Cost per hour - Supported Community Living (Hourly Services)	\$31.57	\$33.01	\$33.89	\$33.89
3. Cost per person per occasion - respite	\$44.91	\$46.55	\$46.71	\$46.71
EFFECTIVENESS				
1. Percentage of capacity/slots in agency-owned homes	95%	95%	95%	95%
2. Length of time on waiting list at move-in/group homes	N/A	5	5	5
3. Scott County contribution as a percentage of total program costs	18%	20%	20%	20%
4. Individuals living in community	108	110	112	112
5. Percentage of eligible respite requests accommodated	90%	95%	95%	95%
ANALYSIS:				
<p>The Handicapped Development Center provides opportunities to individuals with mental retardation to live a more satisfactory quality of life through residential and vocational services.</p> <p>The agency is requesting total appropriations to increase 3.2% and the total revenue to increase 4%. The sub-total revenue is requested to increase 5.1%. This is primarily due to United Way funding, food service profits and Medicaid revenue. Although the agency as a whole is requesting a decrease of 1% in total Scott County contribution (including both the 100% county funds and Medicaid funds), the 100% county funds contribution is requested to increase 44.5% from the current budgeted levels.</p> <p>For the residential program, the agency is requesting a 7.2% increase in funding for FY11. The agency has requested the</p> <p>Title 19 (Medicaid match) funds decrease 7.3%. This is due to the HCBS ID (MR) Waiver slot waiting list at the county level. The only way for the agency to accept new individuals into programming is if they have Medicaid and an HCBS ID Waiver slot.</p> <p>Currently, the county pays for one consumer in supported community living. This consumer is not HCBS ID Waiver eligible. The ID Waiver service is for consumers with a diagnosis of mental retardation. Under the county management plan, the county pays for limited services for consumers with developmental disabilities. This is only available under the contract with HDC.</p> <p>The residential services are mandated services and can not be cut or reduced. The county pays the non-federal share (FMAP) of the Medicaid services under the</p> <p>ID Waiver. The passage of ARRA in 2/08 reduced the FMAP percentage by 6.2% which created a significant reduction in expenditures. Currently, the reduced FMAP rate remains in effect until 12/31/10.</p> <p>The agency, families and consumers continue to help advocate for appropriate state funding for MH/DD services. The Governor's 10% across the board cuts were devastating to MH/DD funds. The employment services program could be in jeopardy as 100% county funds will be cut in FY11 if Legislators do not resolve the funding issues.</p> <p>Funding is recommended at \$34,530 (FY10 level) in the Scott County contribution to fund the DD consumer in the group home and at the requested level of \$1,459,507 in Title 19 matching funds. The total funding level of \$1,494,037 is recommended.</p>				

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Residential Program (43A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
President		0.21	0.21	0.21	0.21	
Senior Vice-President		0.21	0.21	0.21	0.21	
Administrative Assistant		0.21	0.21	0.21	0.21	
Receptionist/Clerk Typist		1.64	1.64	1.64	1.64	
Office Transcriptionist		0.21	0.21	0.21	0.21	
Secretary		0.21	0.21	0.21	0.21	
Controller		0.21	0.21	0.21	0.21	
Accounting Technician		1.05	1.05	1.05	1.05	
Computer Technician		0.21	0.21	0.21	0.21	
Residential Service Program Director		1.00	1.00	1.00	1.00	
Residential Service Assistant Program Director		1.00	1.00	1.00	1.00	
Residential Case Manager		8.00	8.00	8.00	8.00	
Residential Counselor		2.00	2.00	2.00	2.00	
Resident Counselor		36.00	36.00	36.00	36.00	
Support Staff		72.00	72.00	72.00	72.00	
Maintenance		1.50	1.50	1.50	1.50	
Janitor		0.04	0.04	0.05	0.05	
Environmental Service Supervisor		0.03	0.03	0.03	0.03	
Human Resources Supervisor		0.21	0.21	0.21	0.21	
TOTAL POSITIONS		125.94	125.94	125.95	125.95	
REVENUE SUMMARY:						
Client Receipts		\$315,249	\$320,000	\$320,000	\$320,000	
Other		5,496	5,000	5,000	5,000	
H.U.D.		2,916	-	-	-	
HCBS (T19)		2,628,696	2,637,663	3,066,971	2,947,542	
Iowa-HCBS Match		79,071	110,000	68,399	77,951	
SUB-TOTAL REVENUES		\$3,031,428	\$3,072,663	\$3,460,370	\$3,350,493	
Scott County Contribution		35,930	34,530	34,530	37,000	34,530
Title XIX Matching Funds		1,517,048	1,574,511	1,321,141	1,459,507	1,459,507
TOTAL COUNTY CONTRIBUTION		1,552,978	1,609,041	1,355,671	1,496,507	1,494,037
TOTAL REVENUES		\$4,584,406	\$4,681,704	\$4,816,041	\$4,847,000	
APPROPRIATION SUMMARY:						
Personal Services		\$4,274,451	\$4,324,505	\$4,482,877	\$4,503,263	
Equipment		16,829	19,918	19,918	19,918	
Expenses		103,375	129,659	120,923	120,819	
Supplies		85,712	97,241	95,000	95,000	
Occupancy		95,274	115,851	110,800	111,000	
TOTAL APPROPRIATIONS		\$4,575,641	\$4,687,174	\$4,829,518	\$4,850,000	

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 \$300,000 in net subcontract income for program support.					
2. To secure subcontract work sufficient to generate at least \$300,000 in participant wages for self-sufficiency.					
3. To place and/or maintain 45 people in Community Employment.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Adult population with disabilities		5,533	5,533	5,533	5,533
2. Waiting list from outside		31	40	30	30
3. Number of persons added to waiting list		7	15	15	15
4. Time on waiting list prior to starting services		14	10	10	10
WORKLOAD					
1. Participants		203	200	200	200
2. Number of days of Medicaid Service		19,003	19,000	19,000	19,000
3. Number of persons with Medicaid funding		138	140	140	140
4. Number of persons with 100% County funding		77	75	75	75
5. Number of Persons in Community Employment Services		72	70	70	70
PRODUCTIVITY					
1. Cost per day per person for 100% County funded individuals		\$48.14	\$49.11	\$49.77	\$49.77
2. Cost per billable hour for Community Employment		\$56.32	\$63.21	\$64.34	\$64.34
EFFECTIVENESS					
1. Number of people obtaining/keeping community jobs		44	45	45	45
2. Total wages earned by workshop participants		\$346,488	\$300,000	\$300,000	\$300,000
3. Amount of net sub-contract income		\$293,161	\$300,000	\$300,000	\$300,000
4. Scott County contribution as percent of total program costs		15%	22%	22%	22%
5. Participants entering services from waiting list		17	15	15	15
6. Number of persons employed in the community, not at the workshop		28	30	30	30
ANALYSIS:					
<p>This program is made up of three sub-programs: Employment Services (sheltered workshop), Community Employment Services (Supported Employment) and Brain Injury Services.</p> <p>The Employment Services program is in jeopardy as the funding for MH/DD services at the state level continues to be reduced. The cost shifting between Medicaid Pre-Voc service and 100% county funded workshop continues. Consumers are denied the Medicaid service and want to continue working. The dollar amount in the contract between HDC and the county has been exhausted prior to the end of the fiscal year. The agency and the sub-contract work are impacted by the number of consumers who can work. The amount of sub-contract income generated is also impacted by this cost shifting.</p>		<p>Brain Injury Services: This program provides services to consumers who have a brain injury but do not meet any other diagnostic criteria under the management plan. The program is funded through the General Fund. Funding is recommended at the FY10 level of \$16,350.</p> <p>Community Employment Services: This program provides supported employment services through several funding sources. Consumers are funded through Medicaid: HCBS ID Waiver and Habilitation. The county pays the non-federal share (FMAP). Funding is recommended at the FY10 level: Scott County contribution: \$1200; Title 19 match: \$39,958; and Habilitation match: \$4285.</p>		<p>Employment Services: This program provides sheltered workshop services. The program is funded through a combination of HCBS ID Waiver, Habilitation 100% county funds. Funding is recommended at the FY10 funding level: Scott County contribution: \$194,899; Title 19 match: \$401,913; and Habilitation match: \$40,862. The total funding amount for Employment Services program is recommended at \$699,467.</p> <p>The PPB Indicators presented are consistent with the FY10 projected levels.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Employment Services (43B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
President		0.22	0.22	0.22	0.22	
Senior Vice-President		0.22	0.22	0.22	0.22	
Administrative Assistant		0.22	0.22	0.22	0.22	
Receptionist/Clerk Typist		0.50	0.50	0.50	0.50	
Office Transcriptionist		0.22	0.22	0.22	0.22	
Secretary		0.22	0.22	0.22	0.22	
Controller		0.22	0.22	0.22	0.22	
Accounting Technician		1.10	1.10	1.10	1.10	
Computer Technician		0.22	0.22	0.22	0.22	
Screenprint/Embroidery Op. Spvs		2.00	2.00	2.00	2.00	
Employment Serv Vice Pres.		1.00	1.00	1.00	1.00	
Employment Dev./Emp Svc Case Mrg		1.00	1.00	1.00	1.00	
Dayhab Casemanager		0.50	0.50	0.50	0.50	
Sales Manager		1.00	1.00	1.00	1.00	
Production Manager		1.00	1.00	1.00	1.00	
Evaluator/Emp Svc Case Mgr		1.00	1.00	1.00	1.00	
Employment Serv Case Mgr		6.00	6.00	6.00	6.00	
Employment Service Supervisor		13.50	13.50	13.50	13.50	
Food Service Supervisor		1.00	1.00	1.00	1.00	
Micrographics Supervisor		1.00	1.00	1.00	1.00	
Offsite Dayhab Instructor		6.00	6.00	6.00	6.00	
Driver/Warehouseman		1.00	1.00	1.00	1.00	
Maintenance		0.32	0.32	0.32	0.32	
Janitor		1.38	1.38	2.33	2.33	
Maintenance Supervisor		0.02	0.02	0.02	0.02	
Human Resources Manager		0.22	0.22	0.22	0.22	
Job Coach		-	-	-	-	
TOTAL POSITIONS		41.08	41.08	42.03	42.03	
REVENUE SUMMARY:						
United Way		\$32,731	\$35,001	\$49,349	\$48,000	
Subcontract Sales		293,161	375,000	300,000	300,000	
Iowa Purchase of Service		8,436	10,000	40,000	40,000	
DVRS		2,805	7,000	3,000	3,000	
Other		53,170	45,000	57,850	57,850	
Title XIX		-	5,269	-	-	
Habilitation		52,605	74,700	77,967	78,338	
Dayhab		375,945	675,094	776,969	770,529	
HCBS (T19)		-	-	-	-	
SUB-TOTAL REVENUES		\$818,853	\$1,227,064	\$1,305,135	\$1,297,717	
Scott County Contribution		206,825	194,899	194,899	300,800	194,899
Habilitation Matching Funds		31,631	44,591	35,324	40,862	40,862
Title XIX/Dayhab-Trans Match		223,419	402,987	352,018	401,913	401,913
TOTAL COUNTY CONTRIBUTION		461,875	642,477	582,241	743,575	637,674
TOTAL REVENUES		\$1,280,728	\$1,869,541	\$1,887,376	\$2,041,292	
APPROPRIATION SUMMARY:						
Personal Services		\$1,459,757	\$1,580,543	\$1,584,208	\$1,616,320	
Equipment		41,041	42,576	42,576	43,600	
Expenses		109,396	177,589	173,963	198,072	
Supplies		53,024	58,100	58,100	58,100	
Occupancy		120,888	138,680	141,860	143,200	
TOTAL APPROPRIATIONS		\$1,784,106	\$1,997,488	\$2,000,707	\$2,059,292	

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 one person into Employment Services. 2. To maintain County contribution at less than 25% per year. 3. To maintain average annual cost below \$12,500.				
PERFORMANCE INDICATORS	2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND				
1. Population with disabilities	5,533	5,533	5,533	5,533
2. Waiting list	8	5	5	5
3. Number of persons added to waiting list	6	2	2	2
WORKLOAD				
1. Participants	96	98	98	98
2. Number of people in Habilitation services	2	2	2	2
3. Average number attending per day	82	85	85	85
PRODUCTIVITY				
1. Cost per person per day for waiver services	\$57.32	\$52.79	\$53.84	\$53.84
2. Cost per person per day for Habilitation services	\$152.35	\$154.00	\$155.32	\$155.32
3. Average annual cost per person	\$12,072	\$12,300	\$12,361	\$12,361
EFFECTIVENESS				
1. Individuals transitioned to Employment Services	-	1	1	1
2. County contribution as percentage of total program costs	16%	23%	23%	23%
3. Percentage of people participating in community activities.	88%	70%	70%	70%
4. Percentage of capable people independently following their schedule	60%	50%	50%	50%
ANALYSIS:				
<div><div><p>This program, Personal Independence Services, provides services under the HCBS ID Waiver and the Habilitation Program (ARO replacement). The county pays the non-federal share (FMAP) for both services. Consumers in this program have severe, multiple disabilities.</p><p>The agency moved this program into the new building in January 2009, with the dedication ceremony being held in May. The new building eliminates safety and space issues. All of the consumers and staff were very excited about the move and have adjusted well. Because the move created extra space at the Hickory Grove Road location, the expanded Day Habilitation program moved out of the apartments and back to the Hickory Grove Road building.</p></div><div><p>There is no 100% county funding in this program. All consumers are expected to be Medicaid eligible.</p><p>The PPB Indicators presented with the requested levels are consistent with the FY10 projected levels.</p><p>The funding request has decreased by 7% compared to current budgeted amounts. The Habilitation match is requested at a lower level as there are fewer people under the Habilitation service. The Scott County contribution is \$0; the Title 19 match is \$185,857; and the Habilitation match is \$7664. The total funding level of \$193,521 is recommended.</p></div></div>				

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Personal Independence Service (43C)		ACTUAL	BUDGET	PROJECTED	REQUEST	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		0.51	1.51	1.51	1.51	
Office Transcriptionist		0.17	0.17	0.17	0.17	
Secretary		0.17	0.17	0.17	0.17	
Controller		0.17	0.17	0.17	0.17	
Accounting Technician		0.85	0.85	0.85	0.85	
Computer Technician		0.17	0.17	0.17	0.17	
Personal Independence Service Program Director		1.00	1.00	1.00	1.00	
Personal Independence Service Case Manager		2.00	2.00	2.00	2.00	
Personal Independence Instructor		32.00	32.00	32.00	32.00	
Personal Independence Aide		2.50	2.50	2.50	2.50	
Maintenance		0.23	0.23	0.23	0.23	
Janitor		1.03	1.03	2.02	2.02	
Environmental Service Supervisor		0.02	0.02	0.02	0.02	
Human Resources Manager		0.17	0.17	0.17	0.17	
TOTAL POSITIONS		41.50	42.50	43.49	43.49	
REVENUE SUMMARY:						
United Way		\$7,536	\$8,000	\$7,494	\$7,500	
Subcontract Sales		(3,419)	-	-	-	
Iowa Purchase of Services		11,094	13,000	13,000	13,000	
Other		9,770	11,000	11,000	11,000	
Title XIX		902,474	970,239	951,000	1,075,000	
Habilitation		19,110	36,950	14,216	14,693	
Dayhab		256,632	311,471	365,041	356,315	
Iowa-HCBS Match		7,840	7,760	10,400	11,000	
SUB-TOTAL REVENUES		\$1,211,037	\$1,358,420	\$1,372,151	\$1,488,508	
HAB Matching Funds		11,525	22,057	6,441	7,664	7,664
Title XIX Matching Funds		146,392	185,928	165,387	185,857	185,857
TOTAL COUNTY CONTRIBUTION		157,917	207,985	171,828	193,521	193,521
TOTAL REVENUES		\$1,368,954	\$1,566,405	\$1,543,979	\$1,682,029	
APPROPRIATION SUMMARY:						
Personal Services		\$1,068,735	\$1,212,645	\$1,211,201	\$1,251,878	
Equipment		34,247	12,886	12,886	12,886	
Expenses		183,928	239,489	307,067	306,765	
Supplies		15,993	15,330	16,000	16,500	
Occupancy		76,241	86,055	92,700	94,000	
TOTAL APPROPRIATIONS		\$1,379,144	\$1,566,405	\$1,639,854	\$1,682,029	

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 23000 hours of service.					
2. To keep cost per outpatient hour at or below \$212.23.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Applications for services		2,607	2,600	2,600	2,600
WORKLOAD					
1. Total hours		22,976	23,000	23,000	23,000
2. Hours adult		17,621	17,800	17,800	17,800
3. Hours children		5,355	5,200	5,200	5,200
4. New cases		2,607	2,600	2,600	2,600
5. Total cases		12,607	12,600	12,600	12,600
PRODUCTIVITY					
1. Cost per outpatient hour		\$196.53	\$212.23	\$214.52	\$214.52
EFFECTIVENESS					
1. Scott County as a percent of program costs		30%	31%	30%	30%
ANALYSIS:					
<p>The FY11 appropriations for the total agency are decreasing 4% over current budgeted levels. The FY11 total revenue is decreasing 5.4% over the current budgeted levels. The county funding is recommended to remain at the FY10 level for the total agency. Mental health funding across the state is in crisis. The Governor's 10% across the board cuts in October had a dramatic effect on the mental health funds for the counties. The counties lost \$14.7 million. The agency was subject to funding cuts in FY10 in the amount of \$294,164. Two programs were eliminated effective 1/1/10. The services provided by the agency offer stabilization and support to hundreds of people in the community. The funding crisis and program cuts will put many people and the community in jeopardy. The cuts will result in more expensive services provided elsewhere: the jail, the hospital and/or the shelters for the homeless.</p>		<p>The Outpatient program provides outpatient mental health services to all ages in Scott County who qualify for financial assistance from the county. The PPB Indicators are requested at the same levels as the FY10 projected levels.</p> <p>The Outpatient program also serves the State Payment Program (SPP) people. DHS implemented a waiting list as of November 1, 2009 for SPP applications. DHS will also be disenrolling current SPP cases from services effective 2/1/10 due to state budget issues. This will impact Scott County SPP cases and the agency. Doctors can not stop seeing patients once established. The agency will struggle financially to cover these individuals. The county doesn't have funds available either.</p>		<p>The revenue for the Outpatient program is requested to decrease by 6.3% from the current budgeted levels. This is primarily due to the decrease in the amount of money the VF Foundation gives to this program and a decrease in service fees. The agency has experienced an increase in people who don't have insurance, thus a reduction in co-pays.</p> <p>The agency, clients, and families have helped to advocate for adequate mental health funding by attending legislative forums and visiting the Capitol to speak directly with Legislators.</p> <p>Funding for the Outpatient program is recommended to remain at the FY10 level for a total of \$1,429,556 in county contribution and \$29,150 in contingency for participation in the heating and air conditioning replacement project. Total funding of \$1,458,706 is recommended.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Outpatient Services (51A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
M.D.		9.04	9.04	9.04	7.82	
PH.D.		4.00	4.00	4.00	2.80	
Therapist		14.56	14.56	14.56	18.64	
RN/LPN		10.03	10.03	10.03	8.30	
Administrative & Clerical		21.18	22.18	22.18	27.73	
TOTAL POSITIONS		58.81	59.81	59.81	65.29	
REVENUE SUMMARY:						
Service Fees		\$2,655,471	\$3,050,000	\$2,700,000	\$2,650,000	
ARO/Unknown		\$67,208			\$68,000	
Contributions		311,806	262,000	328,000	165,000	
Miscellaneous		168,189	35,256	35,256	150,000	
State Payment		118,413	86,183	86,183	90,000	
SUB-TOTAL REVENUES		\$3,321,087	\$3,433,439	\$3,149,439	\$3,123,000	
Scott County Contribution		1,415,810	1,429,556	1,429,556	1,429,556	1,429,556
Contingency - HVAC Replacement		29,150	29,150	29,150	29,150	29,150
TOTAL COUNTY CONTRIBUTION		1,444,960	1,458,706	1,458,706	1,458,706	1,458,706
TOTAL REVENUES		4,766,047	4,892,145	4,608,145	4,581,706	
APPROPRIATION SUMMARY:						
Personal Services		\$4,092,822	\$4,452,415	\$4,452,415	\$4,449,878	
Equipment		5,738	21,104	21,104	10,000	
Expenses		209,388	227,023	227,023	234,864	
Supplies		42,595	51,533	51,533	74,629	
Occupancy		200,193	136,032	136,032	164,548	
TOTAL APPROPRIATIONS		\$4,550,736	\$4,888,107	\$4,888,107	\$4,933,919	

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 at least 80 referrals to the Frontier program.					
2. To provide 2400 total units of service.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Referrals to program - Frontier		57	80	80	80
WORKLOAD					
1. Active cases - Frontier		196	195	195	195
2. Referrals accepted - Frontier		57	80	80	80
3. Total cases YTD - Frontier		249	275	275	275
4. Average daily census - Frontier		56	65	65	65
5. Total units of service		2,354	2,400	2,400	2,400
PRODUCTIVITY					
1. Cost per active case					
2. Cost per unit of service		\$271	\$322	\$271	\$271
EFFECTIVENESS					
1. Scott County as a percent of program costs		71%	55%	72%	72%
ANALYSIS:					
<p>This program, Community Support Services, is often referred to as the Frontier Program. Frontier provides a broad range of psycho-social support services to individuals with serious and persistent mental illness. The services include money management, medication management, noon meals, therapy and socialization opportunities.</p> <p>The agency is requesting the revenue to decrease by 2.2% from the current budgeted levels. This is due to decreases in the HUD grants and CDBG funds. The appropriations are requested to decrease by 13.3% from the current budgeted levels. The county funding is recommended at the FY10 level due to the MH/DD funding crisis. This program was subject to funding cuts in FY10. One month of county funds was cut (\$37,889). This program also receives revenue for providing services to</p>		<p>individuals on the SPP program. This amount was reduced due to the implementation of a waiting list on 11/1/09 and the disenrollment process.</p> <p>The county provides 100% county funds for person not eligible for Medicaid. The agency is looking into providing Habilitation services within the Frontier Program resulting in another funding source. This program is otherwise subject to additional cuts if MH/DD funding solutions are not found.</p> <p>The PPB Indicators are requested at the FY10 projected level with the exception of cost per unit of service (P.2). It is being requested at a lower level.</p> <p>Several individuals from this program have helped to advocate for mental health funding by attending forums and visiting the Capitol.</p>		<p>The funding for this program is recommended at the FY10 level of \$468,599.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Community Support Services (51B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Administrative & Clerical		2.37	3.16	2.37	2.37	
Community Support		9.67	10.20	9.67	9.67	
TOTAL POSITIONS		12.04	13.36	12.04	12.04	
REVENUE SUMMARY:						
ARO		\$0	\$0	\$0	\$0	
Contributions		1,250	1,000	1,000		
Miscellaneous		57,229	79,500	79,500	23,388	
Title XIX		272,380	242,108	242,108	288,360	
State Payments		60,780	58,057	58,057	50,000	
SUB-TOTAL REVENUE		\$391,639	\$380,665	\$380,665	\$361,748	
Scott County Contribution		454,665	468,599	430,710	468,599	468,599
TOTAL REVENUES		\$846,304	\$849,264	\$811,375	\$830,347	
APPROPRIATION SUMMARY:						
Personal Services		\$550,665	\$620,696	\$620,696	\$556,917	
Equipment		4,027	15,693	15,694	9,414	
Expenses		39,249	50,896	50,895	39,429	
Supplies		21,632	32,010	32,011	20,200	
Occupancy		22,761	29,494	29,494	23,584	
TOTAL APPROPRIATIONS		\$638,334	\$748,789	\$748,790	\$649,544	

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 870 total hours of service.					
2. To keep cost per hour at or below \$82.48					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Agency requests		35	35	35	35
WORKLOAD					
1. Hours - Jail		552	575	500	500
2. Hours - Juvenile Detention Center		97	100	70	70
3. Hours - Community Health Care		88	115	90	90
4. Hours - United Way agencies		-	-	-	-
5. Hours - other community organizations		156	80	95	95
PRODUCTIVITY					
1. Cost per hour		\$94.11	\$82.48	\$96.20	\$96.20
EFFECTIVENESS					
1. County subsidy as a percent of program costs		97%	98%	94%	94%
ANALYSIS:					
<p>The Community Services program provides consultation and educational services. This program also provides services, evaluations, assessments and treatment, to individuals in juvenile detention and to inmates at the jail. The Community Health Care (CHC) also receives services through this program.</p> <p>The services in this program are directly tied to the jail diversion program in that the supervisor of the jail diversion program is the primary provider of consultation services. The supervisor assesses inmates and makes referrals to the psychiatrist.</p> <p>The Riverboat Development Authority (RDA) provided funding for tele-psych equipment. The equipment has been installed in the jail and at the mental health center. This will hopefully provide more timely assessments and treatment.</p>		<p>The agency did express concern about the number of people in need of service/treatment in the jail and keeping up with the demand at the main center.</p> <p>The PPB Indicators are highlighted as follows: the workload indicators are being requested at a lower level than current projected levels. This is due to a projected increase in demand at the main center. The requested levels are generally more in line with the FY09 actuals.</p> <p>The agency is requesting funding at the FY10 level and the continued contingency funding for the heating and air conditioning replacement project. Funding is recommended at the FY10 level, \$66,899 in county contribution and contingency funding at the requested level of \$1650. The total funding of \$68,549 is recommended.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Community Services (51C)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Therapist		0.51	0.70	0.51	0.51	
Administrative & Clerical		0.22	0.22	0.22	0.22	
TOTAL POSITIONS		0.73	0.92	0.73	0.73	
REVENUE SUMMARY:						
Contribution		0	0	0	0	
SUB-TOTAL REVENUES		\$0	\$0	\$0	\$0	
Scott County Contribution		\$66,554	\$66,899	\$66,899	\$66,899	66,899
Contingency - HVAC Replacement		\$1,650	\$1,650	\$1,650	\$1,650	1,650
TOTAL COUNTY CONTRIBUTION		68,204	68,549	68,549	68,549	68,549
TOTAL REVENUES		\$68,204	\$68,549	\$68,549	\$68,549	
APPROPRIATION SUMMARY:						
Personal Services		\$40,555	\$46,083	\$46,083	\$48,636	
Equipment		1,253	203	203	1,305	
Expenses		13,292	20,271	20,270	13,121	
Supplies		1,972	892	892	3,143	
Occupancy		11,348	3,873	3,873	6,427	
TOTAL APPROPRIATIONS		\$68,420	\$71,322	\$71,321	\$72,632	

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 keep waiting list at zero.					
2. To move at least 20 placements to less restrictive settings.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Eligible population		400	400	400	400
2. Available service slots		240	240	240	240
3. Waiting list		-	-	-	
WORKLOAD					
1. Number of clients served		185	190	190	190
2. Average monthly caseload		25	24	25	25
3. Number of client and client related contacts		7,090	7,500	7,300	7,300
4. Units of services billed		1,590	1,500	26,000	26,000
PRODUCTIVITY					
1. Monthly cost per client (unit rate)		\$355.72	\$ 444.03	\$386.83	\$ 386.83
EFFECTIVENESS					
1. Number of placements to more restrictive settings		15	15	12	12
2. Number of hospitalizations		39	50	50	50
3. Number of placements to less restrictive settings		18	20	20	20
ANALYSIS:					
<p>The case management program is a Medicaid Program. Although Scott County holds the provider number, the case management service is provided through Vera French under the contract with the county.</p> <p>Scott county pays one-half of the non-federal share (FMAP) for each person. This is a cost reimbursed program under Medicaid and is paid a fee, based on cost projections submitted at the beginning of each fiscal year. At the end of the fiscal year, an actual cost report is submitted and a retroactive adjustment is made.</p> <p>The FY11 PPB Indicators are requested at levels consistent with the FY10 projected levels. The only exception is with the Units of Services (W.4). DHS has changed the rules for billing and case managers will bill in 15 minute increments.</p> <p>Funding is requested at the FY10 level. The funding for the Title XIX pass thru is recommended in the amount of \$685,799 and funding for the Title XIX match in the amount of \$15,310.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Case Management (51D)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Administrative & Clerical		1.77	2.23	1.77	1.77	
Case Manager		7.00	8.20	7.00	7.00	
TOTAL POSITIONS		8.77	10.43	8.77	8.77	
REVENUE SUMMARY:						
Miscellaneous		\$227,852	\$15,310	\$15,310	\$15,310	
Title XIX		475,069	670,489	685,799	685,799	
SUB-TOTAL REVENUES		\$702,921	\$685,799	\$701,109	\$701,109	
Title XIX Match		227,852	15,310	15,310	15,310	15,310
Title XIX Pass Through 100%		475,069	685,799	685,799	685,799	685,799
TOTAL COUNTY CONTRIBUTION		702,921	701,109	701,109	701,109	701,109
Less Match Included in 100% Pass Thru		475,069	659,422	685,799	685,799	
TOTAL REVENUE		\$227,852	\$26,377	\$15,310	\$15,310	
APPROPRIATION SUMMARY:						
Personal Services		\$431,722	\$608,626	\$608,626	\$452,938	
Equipment		2,687	2,736	2,736	2,222	
Expenses		74,688	50,736	50,736	71,259	
Supplies		12,056	11,088	11,088	11,293	
Occupancy		44,435	24,638	24,683	27,059	
TOTAL APPROPRIATIONS		\$565,588	\$697,824	\$697,869	\$564,771	

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 handle 600 admissions. 2. To maintain length of stay to less than 5 days.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Estimated total admissions		662	600	600	600
WORKLOAD					
1. Center admissions		662	600	600	600
2. Patient days		2,504	2,400	2,400	2,400
3. Commitment hearings		168	180	180	180
PRODUCTIVITY					
1. Cost per day		\$31.41	\$32.73	\$33.71	\$33.71
2. Cost per admission		\$118.81	\$130.94	\$134.84	\$134.84
EFFECTIVENESS					
1. Length of stay per participant (day)		3.8	4.7	4.7	4.7
2. Scott County as a percent of program costs		100%	100%	100%	100%
ANALYSIS:					
<p>The Inpatient Services program provides psychiatric services at Genesis Medical Center West for patients who are unable to pay. This program is administered by Vera French with all of the funding being paid to the psychiatrists who provide the service in the hospital. There are no administrative cost attributed to this program. The funding for this program primarily provides funding for persons who have been committed under a 229 mental health evaluation order.</p> <p>The FY11 PPB Indicators are requested at levels consistent with the FY10 projected levels.</p> <p>The agency is requesting funding for this program at the FY10 level. Funding is recommended at the level of \$80,901.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Inpatient Services (51E)		ACTUAL	BUDGET	PROJECTED	REQUEST	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		\$78,651	\$80,901	\$80,901	\$80,901	\$80,901
TOTAL REVENUES		\$78,651	\$80,901	\$80,901	\$80,901	
APPROPRIATION SUMMARY:						
Personal Services		\$78,651	\$81,703	\$81,703	\$80,901	
TOTAL APPROPRIATIONS		\$78,651	\$81,703	\$81,703	\$80,901	

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 have at least 70% of patients improved at discharge.					
2. To handle 39 admissions and 19730 patient days.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Referrals		76	83	83	83
WORKLOAD					
1. Number of admissions		29	39	39	39
2. Total number of patient days		18,963	19,730	19,730	19,730
3. Total number of activities		15,232	19,489	19,489	19,489
4. Total units of psycho-social rehab/patient education service		23,355	35,727	35,727	35,727
PRODUCTIVITY					
1. Cost per patient day		\$136.04	\$145.03	\$143.39	\$143.39
EFFECTIVENESS					
1. Percentage of capacity		91%	93%	93%	93%
2. Percentage of patients improved at discharge		50%	71%	71%	71%
3. Percent of discharged clients transitioned/community support		42%	58%	58%	58%
ANALYSIS:					
<p>The residential program, Pine Knoll Residential Care Facility (RCF/PMI) provides a multi-level residential treatment for individuals over 18 years of age with serious and persistent mental illness. The county provides 100% county funds and the non-federal share (FMAP) for the Medicaid service, Habilitation.</p> <p>The agency also provides 24 hour supported community living (SCL) services under the Habilitation program. The county pays the FMAP for that service as well. The agency also receives State Payment Program dollars for individuals who are enrolled in the SPP program living at the facility. The waiting list and disenrollment process in SPP will effect the facility as they will not be able to accept new admissions if they are an SPP case.</p>		<p>The agency is requesting a decrease in sub-total revenue of 18.4%. This is due to the decrease in SPP funds, the capped rates in the Habilitation program, and a decline in SSA revenue.</p> <p>Although the agency is requesting a decrease in appropriations of 6.1%, the cost of food for the facility is increasing by 6.6% and the cost of auditing/professional services is increasing by 188%. The audit expenses are more in line with the FY09 actual. The agency is requesting the FY11 PPB Indicators at the same level as the FY10 projected.</p> <p>Funding for this program is requested at the FY10 level. The Scott County contribution, which includes the Medicaid FMAP amount and the housing corporation, is recommended in the amount of</p>		<p>\$1,082,300 in county contribution, \$240,000 in Medicaid match funds and \$55,891 for the housing corporation, for a total amount of \$1,378,191.</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Residential (51F)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
M.D.		0.12	0.12	0.12	0.12	
Therapist		2.00	2.00	2.00	2.00	
R.N./L.P.N.		11.90	11.90	12.30	12.20	
Administrative & Clerical		4.77	4.77	4.77	4.77	
Supervisor		2.00	2.00	2.00	2.00	
Activity Therapist		6.00	6.00	6.00	6.00	
Mental Health Workers		15.41	15.41	15.41	16.30	
Other		8.60	8.60	8.60	8.70	
TOTAL POSITIONS		50.80	50.80	51.20	52.09	
REVENUE SUMMARY:						
Service Fees		\$188,791	\$152,205	\$152,205	\$166,200	
SSI/SSDI		401,142	352,977	352,977	372,000	
ARO		965,965	977,104	977,104	694,000	
Contributions		7,890	-	-	-	
Miscellaneous		15,476	-	-	-	
SSA		89,791	115,032	115,032	90,000	
State Payment		188,586	200,378	200,378	144,000	
SUB-TOTAL REVENUES		\$1,857,641	\$1,797,696	\$1,797,696	\$1,466,200	
Scott County Contribution		984,776	1,322,300	1,322,300	1,082,300	1,082,300
Title XIX Match		240,000	-	-	240,000	240,000
Housing Corporation		54,254	55,891	56,424	55,891	55,891
Title XIX ARO Match		-	-	-	-	-
TOTAL COUNTY CONTRIBUTION		1,279,030	1,378,191	1,378,724	1,378,191	1,378,191
TOTAL REVENUES		3,136,671	3,175,887	3,176,420	2,844,391	
APPROPRIATION SUMMARY:						
Personal Services		\$2,207,392	\$2,515,993	\$2,515,993	\$2,368,452	
Equipment		18,632	38,981	38,981	32,600	
Expenses		95,436	122,924	122,924	107,536	
Supplies		143,443	135,273	135,273	146,705	
Occupancy		156,168	198,718	198,718	173,700	
TOTAL APPROPRIATIONS		\$2,621,071	\$3,011,889	\$3,011,889	\$2,828,993	

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 at least 3800 days of treatment.					
2. To maintain length of stay at no more than 20 days.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Admissions		131	161	161	161
WORKLOAD					
1. Days of treatment		2,758	3,452	3,452	3,452
2. Cases closed		134	165	165	165
PRODUCTIVITY					
1. Cost per client day		\$165.19	\$114.99	\$118.39	\$118.39
EFFECTIVENESS					
1. Length of stay		21	21	21	21
2. Scott County as a percent of program costs		71%	64%	81%	81%
ANALYSIS:					
<p>The Day Treatment program provides intensive day programming and therapy to Scott County consumers who qualify for financial assistance. The goal of this program is to reduce incidents of hospitalization. The Day Treatment services are much more cost effective than inpatient services. This program is vital to the accreditation process for the mental health center.</p> <p>The agency is requesting the FY11 PPB Indicators at the FY10 projected levels.</p> <p>The agency is requesting funding for this program at the FY10 funding level and continued contingency funding for the heating and air conditioning replacement project. Funding is recommended at the FY10 level, \$318,788, and \$13,750 in contingency funds. The total funding level is \$332,538.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Day Treatment Services (51G)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
M.D.		0.06	0.06	0.06	0.06	
PH.D.		1.00	1.00	1.00	1.00	
Therapist		2.10	2.10	2.10	2.10	
Administrative & Clerical		1.00	1.00	1.00	1.00	
Activity Therapist		1.00	1.00	1.00	1.00	
TOTAL POSITIONS		5.16	5.16	5.16	5.16	
REVENUE SUMMARY:						
Service Fees		\$97,599	\$105,000	\$105,000	\$100,000	
Title XIX		53,610	43,680	43,680	50,000	
State Payment		12,601	21,211	21,211	12,000	
SUB-TOTAL REVENUES		\$163,810	\$169,891	\$169,891	\$162,000	
Scott County Contribution		322,993	318,788	291,872	318,788	318,788
Contingency - HVAC Replacement		13,750	13,750	13,750	13,750	13,750
TOTAL COUNTY CONTRIBUTION		336,743	332,538	305,622	332,538	332,538
TOTAL REVENUES		500,553	502,429	475,513	494,538	
APPROPRIATION SUMMARY:						
Personal Services		\$257,254	\$331,893	\$331,893	\$260,965	
Equipment		4,751	1,328	1,328	4,057	
Expenses		107,375	58,163	58,163	88,920	
Supplies		16,777	5,368	5,368	13,713	
Occupancy		69,429	32,866	32,866	41,014	
TOTAL APPROPRIATIONS		\$455,586	\$429,618	\$429,618	\$408,669	

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 1500 units of service.					
2. To keep waiting list at zero.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 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		173	165	175	175
2. Number of client and client related contacts		7,244	6,500	7,300	7,300
3. Units of service		1,506	1,520	1,540	1,540
PRODUCTIVITY					
1. Monthly cost per service slot (unit rate)	\$	95.46	\$110.74	\$91.78	\$91.78
EFFECTIVENESS					
1. Number of placements in more restrictive settings		3	5	6	6
2. Number of hospitalizations		36	38	35	35
3. Number of placements in less restrictive settings		1	8	5	5
4. Title XIX applications		5	14	12	12
5. Title XIX applications approved		12	14	15	15
ANALYSIS:					
<div><div><p>The Case Monitoring program provides case management services to non-Medicaid eligible individuals with a diagnosis of serious and persistent mental illness. This program is solely funded by Scott County dollars. No other funding sources are available. The staff in this program help to advocate, assess needs, plan for services and assist consumers in accessing services. The staff in this program provide and arrange these services so the individuals can live in a least restrictive environment/community based setting.</p><p>This program was subject to funding cuts in FY10. The funding for last six months of the fiscal year was eliminated. Two staff were laid off. The county is unsure if funding will be available for this program in FY11. The MH/DD Advisory Committee will</p></div><div><p>be informed of the FY11 budget and will make recommendations for future cuts. The county is expecting another 10% cut in mental health funds at the state level for FY11.</p><p>The FY10 PPB Indicators will be lower than projected due to the funding cuts. The FY11 PPB Indicators are being requested at the original FY10 levels.</p><p>The agency is requesting funding at the FY10 level and the continuation of contingency funding for the heating and air conditioning replacement project. Funding is recommended in the amount of \$162,100 and contingency funding in the amount of \$1650. The total funding level of \$163,750 is recommended.</p></div></div>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Case Monitoring (51H)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Administrative & Clerical		0.83	0.75	0.83	0.83	
Case Monitor		2.00	2.00	2.00	2.00	
TOTAL POSITIONS		2.83	2.75	2.83	2.83	
REVENUE SUMMARY:						
Miscellaneous						
State Payment		\$21,686	\$14,968	\$14,968	\$20,000	
SUB-TOTAL REVENUES		\$21,686	\$14,968	\$14,968	\$20,000	
Scott County Contribution		\$157,409	\$162,100	\$82,570	\$162,100	\$162,100
Contingency - HVAC Replacement		1,650	1,650	1,650	1,650	1,650
TOTAL COUNTY CONTRIBUTION		\$159,059	\$163,750	\$84,220	\$163,750	\$163,750
TOTAL REVENUES		\$180,745	\$178,718	\$99,188	\$183,750	
APPROPRIATION SUMMARY:						
Personal Services		\$106,832	\$130,785	\$130,785	\$107,522	
Equipment		1,563	753	753	387	
Expenses		21,905	13,032	13,032	22,345	
Supplies		2,749	3,037	3,037	4,660	
Occupancy		10,719	5,201	5,201	6,427	
TOTAL APPROPRIATIONS		\$143,768	\$152,808	\$152,808	\$141,341	

SERVICE AREA: Mental Health Services		PROGRAM: Employment Services (51I)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Vera French Comm Mental Health Center			
PROGRAM MISSION:					
To assist individuals with serious mental illness achieve successful employment outcomes through employment skill training, vocational counseling, advocacy and support.					
PROGRAM OBJECTIVES:					
1. To provide services to 60 individuals.					
2. To keep waiting list to no more than 30.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Referrals to Job Link Program		48	60	60	60
2. Waiting List		31	30	30	30
WORKLOAD					
1. # of clients served Year to Date		70	90	90	90
2. Units of service billed Year to Date		410	800	800	800
PRODUCTIVITY					
1. Cost per client served		\$2,476.10	\$2,101.78	\$1,870.82	\$1,870.82
2. Cost per unit of service		\$422.75	\$236.45	\$210.47	\$210.47
3. Units provided as a % of capacity		100%	100%	100%	100%
EFFECTIVENESS					
1. % of clients obtaining employment		40%	50%	50%	50%
2. % of clients maintaining employment for 90 days		30%	30%	30%	30%
3. % of clients maintaining employment six months or more		25%	20%	20%	20%
ANALYSIS:					
<p>The Employment Service program provides supported employment services to persons with serious and persistent mental illness. The program provides training opportunities, skill training, vocational counseling and support. Scott County provides 100% county dollars to this program as the agency does not have a Medicaid service, Habilitation, set up yet.</p> <p>This program was subject to funding cuts in FY10. Two month of funding, (\$26,903), were eliminated from the program. This results in fewer people being served.</p> <p>Individuals in this program have helped to advocate in Des Moines for adequate funding.</p> <p>The agency is requesting funding at the FY10 level. Funding is recommended for this program in the amount of \$83,100.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Employment Services (51I)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Administrative & Clerical		0.33	0.93	0.33	0.33	
Supervisor		1.00	1.00	1.00	1.00	
Job Coach		1.00	2.00	1.00	1.00	
TOTAL POSITIONS		2.33	3.93	2.33	2.33	
REVENUE SUMMARY:						
ARO						
Miscellaneous		72,384	-	69,828	72,000	
SUB-TOTAL REVENUES		\$72,384	\$0	\$69,828	\$72,000	
Scott County Contribution		80,709	83,100	56,197	83,100	83,100
TOTAL REVENUES		\$153,093	\$83,100	\$126,025	\$155,100	
APPROPRIATION SUMMARY:						
Personal Services		\$130,468	\$172,764	\$172,764	\$136,854	
Equipment		2,468	934	934	1,689	
Expenses		22,892	13,786	13,786	19,216	
Supplies		3,411	3,843	3,843	2,575	
Occupancy		18,374	5,624	5,624	8,040	
TOTAL APPROPRIATIONS		\$177,613	\$196,951	\$196,951	\$168,374	

SERVICE AREA: Mental Health Services		PROGRAM: Jail Diversion Program (51J)			
ACTIVITY: Care of Mentally Ill		ORGANIZATION: Vera French Comm Mental Health Center			
PROGRAM MISSION: To provide alternatives to incarceration for persons with mental illness, thus preventing and/or breaking the cycle of repeated entry into the criminal justice system.					
PROGRAM OBJECTIVES:					
1. To provide 460 units of Case Management service.					
2. To provide 100 hours of psychiatric service.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Available Case Management service slots		40	40	40	40
2. Number of Case Management referrals		40	40	40	40
3. Hours of physician time available		100	100	100	100
WORKLOAD					
1. Unduplicated-Case Management clients served		140	60	60	60
2. Units of Case Management provided		403	460	460	460
3. Average monthly face to face contacts		308	250	250	250
4. Unduplicated-physician clients served		140	80	80	80
5. Hours of psychiatric time provided		126	100	100	100
6. Number of Case Management referrals accepted		51	40	25	25
PRODUCTIVITY					
1. Unit cost - Case Management		\$349.94	\$334.40	\$327.90	\$327.90
2. Dollar value of physician service		\$25,200.00	\$20,000.00	\$20,000.00	\$20,000.00
EFFECTIVENESS					
1. Number discharged to community services		11	15	15	15
2. Number of clients rearrested		23	10	10	10
3. Number of jail days due to rearrests		244	300	300	300
4. Number of average monthly jail days saved		165	50	50	50
5. Number discharged-unsatisfactory		27	15	15	15
ANALYSIS:					
<p>The Jail Diversion program provides alternatives to incarceration for persons with mental illness. This program helps to break the cycle of repeated entry into the criminal justice system.</p> <p>This program was subject to funding cuts in FY10. Funding for the last six months of the fiscal year was eliminated. Two staff were laid off.</p> <p>The program is made up of two services: Jail Case Management and Jail Psychiatric time. The case managers provide intensive case management services and intervene as soon after an arrest as possible to help facilitate release from jail. The case managers remain very involved, helping with housing needs, benefits from Social Security or DHS, doctor appointments, etc. The second service, psychiatric time, is set aside for clients in the jail case management program and for others in the jail needing psychiatric care.</p>		<p>The agency is requesting the appropriations to increase by 8.2% as there is a new manager/supervisor in the program and the supplies needed for clients have increased in cost.</p> <p>The Mental Health Court Task Force had been working on developing a Mental Health Court in Scott County. The county applied for a federal grant but did not receive it. With the funding eliminated for jail diversion in FY10, the hopes of a mental health court were eliminated as well. The task force will continue to meet and research new grant opportunities.</p> <p>The agency is requesting the FY11 PPB Indicators at the levels consistent with FY10. Funding is recommended in the amount of \$128,522.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Jail Diversion Program (51J)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Administrative & Clerical		0.10	0.10	0.10	0.14	
Mental Health Workers		2.00	2.00	2.00	2.00	
TOTAL POSITIONS		2.10	2.10	2.10	2.14	
REVENUE SUMMARY:						
Scott County Contribution		\$124,722	\$128,522	\$66,161	\$128,522	\$128,522
TOTAL REVENUES		\$124,722	\$128,522	\$66,161	\$128,522	
APPROPRIATION SUMMARY:						
Personal Services		\$125,742	\$120,078	\$120,078	\$133,545	
Equipment		168	518	518	128	
Expenses		11,218	14,427	14,427	10,130	
Supplies		1,119	3,695	3,695	5,360	
Occupancy		2,777	742	742	1,672	
TOTAL APPROPRIATIONS		\$141,024	\$139,460	\$139,460	\$150,835	

COUNTY ENVIRONMENT AND EDUCATION

COUNTY ENVIRONMENT & EDUCATION

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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 12%.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Authorized personnel excluding seasonal park personnel (FTE's)	41.6	41.6	41.6	41.6	41.6
2. Authorized budget (Net of Golf)	\$3,992,466	\$4,265,867	\$4,387,977	\$4,387,977	\$4,387,977
3. Golf Course budget	\$1,131,037	\$1,109,148	\$1,102,312	\$1,102,312	\$1,102,312
WORKLOAD					
1. Park system program & fiscal management	20%	20%	20%	20%	20%
2. Golf Course program & fiscal management	60%	60%	60%	60%	60%
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	10.00%	18.00%	17.60%	17.60%	17.60%
2. Administrative personnel as a percent of department personnel	9.62%	9.62%	9.62%	9.62%	9.62%
EFFECTIVENESS					
1. Percent of program objectives accomplished	80%	80%	80%	80%	80%
ANALYSIS:					
Total FY11 appropriations show an increase of 2.9% and an increase of 4.4% for non-salary costs from FY10 budgeted levels for the total department. These increases are due to a new appropriation amount added for the golf course contribution. Without this line item FY11 appropriations show a <u>decrease</u> of 1% and a <u>decrease</u> of 5% for non-salary costs for the total department		addition to improved electrical service (30amp to 50amp) for the larger RV campers at WLP Park Terrace.			
Revenues are recommended to increase 8.2% over FY10 budgeted amounts for the total department.		Admin cost is higher due to Nahant funding (Soil Conservation also pays half and Conservation's portion is paid from REAP funds).			
Revenue for Total Charges for Services (net of golf D.2.) are expected to be up compared to FY10 due to fee increases approved by the Conservation Board along with the addition of expanded amenities at the SCP pool (concession stand/shelter) in		The Conservation department has cut back on our FY11 capital budget by a little over \$50,000 by eliminating playground equipment purchases for SCP and WLP; also holding back or improvements at Sac Fox campgrounds.			
		This departmental budget supports the County's Target Issues and Management Agenda as follows: Sustainability, Green Initiatives and Public Environmental Education			
		Golf course budget (D.3.) total appropriations are 0.6% lower than FY10. The golf course will support less spending when/where possible and make every effort for higher revenues.			
		Golf course revenues are expected to increase this year by 9.3% over FY10 due to sales of season passes, increased concession sales and driving range sales.			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Conservation Administration (18A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
775-A Director		1.00	1.00	1.00	1.00	1.00
540-A Deputy Director		1.00	1.00	1.00	1.00	1.00
252-A Administrative Assistant		1.00	1.00	1.00	1.00	1.00
141-A Clerk II		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		4.00	4.00	4.00	4.00	4.00
REVENUE SUMMARY:						
Sale of Fixed Assets		0	3,927	-	-	-
TOTAL REVENUES		\$0	\$3,927	\$0	\$0	\$0
APPROPRIATION SUMMARY:						
Personal Services		\$342,302	\$358,859	\$364,467	\$372,463	\$372,463
Equipment		315	1,800	1,800	1,800	1,800
Expenses		59,120	70,970	390,137	390,857	390,857
Supplies		6,717	10,049	10,049	10,049	10,049
TOTAL APPROPRIATIONS		\$408,454	\$441,678	\$766,453	\$775,169	\$775,169

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 \$20 or below.					
2. To accommodate 34,000 people at the Scott County Park Pool.					
3. To achieve revenue levels at Scott County Park and West Lake Park at \$551,394 and \$596,067 respectively.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Population of Scott County		162,621	162,621	162,621	162,621
2. Attendance at Scott County pool		32,364	34,000	34,000	34,000
3. Attendance at West Lake Park beach		14,215	14,500	14,500	14,500
4. Number of camp sites available		788	788	788	788
5. Total acres owned		2,795	2,795	2,795	2,795
WORKLOAD					
1. Total attendance at Scott County pool		32,364	34,000	34,000	34,000
2. Total attendance at West Lake Park beach		14,215	14,500	14,500	14,500
3. Number of new acres developed		-	-	-	-
PRODUCTIVITY					
1. Per capita cost of park system (with CIP)		\$24.55	\$26.23	\$26.98	\$26.98
2. Per capita cost of park system (net of revenues)		\$19.67	\$21.76	\$22.19	\$22.19
EFFECTIVENESS					
1. Percent of program objectives accomplished		\$492,960	\$478,894	\$551,394	\$551,394
2. Revenue received from Buffalo Shores		\$72,675	\$95,467	\$102,500	\$102,500
3. Revenue received from West Lake Park		\$553,987	\$450,222	\$493,567	\$493,567
4. Revenue received from Pioneer Village		\$57,202	\$63,380	\$63,447	\$63,447
5. Revenue received from Cody Homestead		\$5,911	\$6,175	\$6,175	\$6,175
ANALYSIS:					
<p>Pool attendance is expected to increase with the addition of the pool's spray pad features and concession stand expansion along with a rentable picnic shelter. The Conservation Board approved increasing pool entrance fees from \$3 for adults to \$4 and from \$2 for children to \$3. Other increases are swimming lesson fees - from \$20 to \$25 along with increases in season passes for the pool/beach. Of course weather conditions can always impact attendance numbers but we are looking forward to a profitable season.</p> <p>Revenue at SCP (E.1.) is on track to increase based on increased fees for shelters and camping. The Board has also approved a \$25 fee increase for the popular Pine Grove cabins which has many loyal repeat customers.</p>		<p>Attendance at WLP beach is expected to remain level with last year based on their yearly trends. Staff will be looking at promoting the beach through more activities and advertising the amenities that the beach offers - concessions, beach chairs, umbrellas, child wading area along with paddleboat and fishing boat rentals.</p> <p>Revenue at WLP (E.3.) is expected to increase based on increased fees for shelters, camping, and boat rentals. Beach entrance fees were not increased. Also the electrical service has been improved from 30 amp to 50 amp at Park Terrace campgrounds which will accommodate the larger and more prevalent motor homes.</p> <p>Revenue at BSP (E.2.) is anticipated to increase based on its popularity with campers and with the increase in fees. The only reason revenue was down last year was due to a major storm which closed the campground for several weeks.</p>		<p>Revenue at Pioneer Village (E.4.) is expected to remain consistent to last year. Revenues for day camps & apothecary shop are cyclical & typically occur in the 4th Qtr. With the restoration of the stained glass windows at St. Ann's Church heating/cooling costs should decrease & they will greatly enhance the appearance keeping it a major attraction & its use for weddings.</p> <p>oRevenues at Cody Homestead (E.5.) are expected to remain consistent to last year.</p> <p>oOverall park revenues are expected to be up compared to last year attributable to increase in fees along with providing additional and improved amenities and service</p>	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Park & Recreation (18B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
470-A Park Manager	-	2.00	2.00	2.00	2.00	2.00
382-A Park Manager	2.00	-	-	-	-	-
262-A Park Ranger	5.00	5.00	5.00	5.00	5.00	5.00
220-A Park Crew Leader	-	1.00	1.00	1.00	1.00	1.00
187-A Pioneer Village Site Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
187-A Equipment Specialist	1.00	2.00	1.00	1.00	1.00	1.00
187-A Equipment Mechanic	1.00	-	1.00	1.00	1.00	1.00
187-A Park Crew Leader	1.00	-	-	-	-	-
187-A Park Maintenance Technician	4.00	4.00	4.00	4.00	4.00	4.00
99-A Cody Homestead Site Coordinator	0.75	0.75	0.75	0.75	0.75	0.75
Z Seasonal Park Maintenance (WLP,SCP,PV,BSP)					8.00	8.00
Z Seasonal Pool Manager (SCP)					0.40	0.40
Z Seasonal Asst Pool Manager (SCP)					0.40	0.40
Z Seasonal Lifeguard (WLP, SCP)					6.00	6.00
Z Seasonal Pool Concessions (SCP)					0.90	0.90
Z Seasonal Beach/Boathouse Concessions (WLP)					2.00	2.00
Z Seasonal Beach Manager (WLP)					0.40	0.40
Z Seasonal Asst Beach Manager (WLP)					0.40	0.40
Z Seasonal Park Patrol (WLP, SCP)					2.50	2.50
Z Seasonal Park Attendants (WLP, SCP, BSP)					3.60	3.60
Z Seasonal Day Camp/Apothecary (Pioneer Village)					1.30	1.30
Z Seasonal Concession Worker (Cody)	0.50	0.50	0.50	0.50	0.50	0.50
TOTAL POSITIONS	16.25	16.25	16.25	42.15	42.15	
REVENUE SUMMARY:						
Intergovernmental	\$324,549	\$71,000	\$89,870	\$66,870	\$66,870	
Fees and Charges	733,092	781,310	803,810	857,307	857,307	
Use of Money/Property	159,717	173,232	178,818	195,671	195,671	
Miscellaneous	68,239	26,196	53,665	48,765	48,765	
Sale of Fixed Assets	18,090	34,350	15,855	71,000	71,000	
1. Percent of program objectives accomplished						
TOTAL REVENUES	\$1,303,687	\$1,086,088	\$1,142,018	\$1,239,613	\$1,239,613	
APPROPRIATION SUMMARY:						
Personal Services	\$1,463,280	\$1,574,984	\$1,604,715	\$1,617,263	\$1,617,263	
Equipment	242,740	204,500	154,500	236,000	236,000	
Capital Improvement	708,720	692,112	684,575	735,045	735,045	
Expenses	467,619	396,754	382,648	375,699	375,699	
Supplies	421,647	392,023	384,022	384,022	384,022	
TOTAL APPROPRIATIONS	\$3,304,006	\$3,260,373	\$3,210,460	\$3,348,029	\$3,348,029	

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 30,000.					
2. To increase average income per round to \$41.92					
3. To increase number of outings to 45 accommodating 2,800 participants.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Rounds of play requested		28,549	30,000	30,000	30,000
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
3. Number of carts to maintain (including Ranger & food/beverage cart)		79	79	79	79
4. Number of outings/participants requested		45/2,800	45/2,800	45/2,800	45/2,800
WORKLOAD					
1. Rounds of play provided		28,549	30,000	30,000	30,000
2. Acres maintained: greens/tees/fairways & rough/woods		4/5/159/30	4/5/159/30	4/5/159/30	4/5/159/30
3. Number of carts maintained (including Ranger & food/beverage cart)		79	79	79	79
4. Number of outings/participants provided		45/2,800	45/2,800	45/2,800	45/2,800
PRODUCTIVITY					
1. Maintenance operating cost/acre (not including capital costs)		\$3,095	\$3,231	\$3,227	\$3,227
2. Maintenance costs per round (not including capital costs)		\$21.47	\$21.32	\$21.30	\$21.30
3. Maintenance costs per hole (1993 industry average is \$25,000)		\$34,051	\$35,543	\$35,497	\$35,497
EFFECTIVENESS					
1. Percent of program objectives accomplished		\$493,566	\$599,865	\$621,190	\$621,190
2. Net cart revenue collected		\$273,056	\$263,000	\$324,656	\$324,656
3. Net income from Pro Shop and rentals		\$15,549	\$18,000	\$22,000	\$22,000
4. Net income from concessions		\$171,144	\$211,000	\$246,500	\$246,500
5. Net income from range		\$32,354	\$40,000	\$43,180	\$43,180
6. Income per round		\$34.60	\$37.72	\$41.92	\$41.92
ANALYSIS:					
Total FY11 appropriations for the total department are recommended to decrease 0.6% over FY10 budgeted levels. Non-salary costs are recommended to decrease 0.9% over current budgeted levels for the total department. Revenues are recommended to increase 9.3% over current budgeted amounts for the total department.		The primary reasons for revenue changes from current budget levels are: We are counting on our rounds getting back to 30,000. With past economic situations and poor weather patterns we look to have improvement in rounds. Over the last 10 years our average number of rounds is 29,800. The primary reasons for appropriation changes from current budget levels are: Green Fees - we are looking at the implementation of our new season passes to bring in extra green fee revenues. Cart Fees - we are seeing more people walk than in the past so our cart revenue is down. Concessions - with the addition of liquor we have seen an increase in concession sales.		Driving Range - we have changed our pricing on selling range balls and as a result it has increased our revenues. We are now selling tokens at \$3.00 per token where in the past it was \$3.50 for one or \$5.00 for two tokens. The golf course is expecting a cash flow shortage again this year. To cover this deficit, the Conservation department will reserve part of its capital budget to cover the shortage.	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Glynn's Creek (18E/F)		ACTUAL	BUDGET	PROJECTED	REQUEST	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
220-A Assistant Golf Course Superintendent		-	1.00	1.00	1.00	1.00
187-A Turf Equipment Specialist		-	1.00	1.00	1.00	1.00
187-A Mechanic/Crew Leader		1.00	-	-	-	-
187-A Assistant Golf Course Superintendent		1.00	-	-	-	-
162-A Maintenance Technician-Golf Course		1.00	2.00	2.00	2.00	2.00
162-A Maintenance Worker		2.00	-	-	-	-
Z Seasonal Assistant Golf Professional		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		20.35	19.35	19.35	19.35	19.35
REVENUE SUMMARY:						
Total Charges for Services		\$8,202	\$18,500	\$11,000	\$13,500	\$13,500
Total Green Fees		481,917	657,528	599,865	621,190	621,190
Net Cart Fees		259,982	324,656	263,000	324,656	324,656
Net Food/Beverage		160,327	176,000	150,500	186,000	186,000
Net Merchandise Sales		7,315	8,500	7,000	8,500	8,500
Net Driving Range Sales		30,712	43,180	40,000	43,180	43,180
Total Interest Income		1,277	10,000	5,000	5,000	5,000
Total Miscellaneous		990	850	1,150	1,050	1,050
Total County Contribution (Debt Service)				318,510	323,010	323,010
TOTAL REVENUES		\$950,722	\$1,239,214	\$1,396,025	\$1,526,086	\$1,526,086
APPROPRIATION SUMMARY:						
Personal Services		\$590,213	\$634,887	\$602,093	\$599,652	\$599,652
Equipment		919	1,000	500	500	500
Depreciation		160,767	171,595	171,595	171,595	171,595
Expenses		145,280	84,965	82,395	82,395	82,395
Supplies		156,848	133,200	135,345	130,950	130,950
Debt Service		90,226	117,220	117,220	117,220	117,220
TOTAL APPROPRIATIONS		\$1,144,253	\$1,142,867	\$1,109,148	\$1,102,312	\$1,102,312
Net Income		(\$193,531)	\$96,347	\$286,877	\$423,774	\$423,774
Less County Contribution for Debt Service		\$ -	\$ -	\$ (318,510)	\$ (323,010)	\$ (323,010)
Total*				\$ (31,633)	\$ 100,764	\$ 100,764

*Deficits will be covered by Conservation capital project reserve

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. Conduct 233 public presentations.				
2. Maintain student contact hours at 19,000				
3. Maintain overall attendance at 26,000				
PERFORMANCE INDICATORS	2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND				
1. Population of Scott and Clinton counties	204,488	204,488	204,488	204,488
2. Public presentations (Dormitory)	45	45	45	45
3. Public Presentations (Non-dormitory)	231	233	233	233
4. Student contact hours	18,526	19,000	19,000	19,000
5. Inner-city youth field day/youths	29/960	38/1,208	38/1,208	38/1,208
6. Overall attendance	25,129	26,000	26,000	26,000
WORKLOAD				
1. Population of Scott and Clinton counties	204,488	204,488	204,488	204,488
2. Public programs	231	278	278	278
3. Student contact hours	18,526	19,500	19,500	19,500
4. Publish an 8-12 page newsletter, number of copies annually	16,200	1,200	1,200	1,200
5. Develop and maintain existing buildings for public use	5	5	5	5
6. Develop and conduct inner-city field days/youths	29/960	38/1,208	38/1,208	38/1,208
PRODUCTIVITY				
1. Per capita cost of Center	\$1.31	\$1.55	\$1.41	\$1.41
2. Number of acres maintained	225	225	225	225
EFFECTIVENESS				
1. Percent of program objectives accomplished	11%	11%	11%	11%
2. Operating revenues generated (net of CIP Grants)	\$8,780	\$11,378	\$9,378	\$9,378
ANALYSIS:				
Total FY11 appropriations for the total department are recommended to decrease 9% from FY10 budgeted levels. Non-salary costs are recommended to decrease 32.2% from the FY10 budgeted levels for the total department. Revenues are recommended to decrease 4.3% over FY10 budgeted amounts for the total department.		The primary reasons for revenue changes from AmeriCorps Naturalists play a vital role in current budget levels are: FY10 includes a \$5,000 providing/maintaining educational grant from the NRPATake me Fishing. In FY11 we programming. Future contact hours will expect to see an increase in rental usage due to trend to outreach opportunities/ approved Board cabin rate increases and a programming at County facilities, schools, potential increase in fees associated with program and through partnership events. REAP funds will continue to support projects and improvements.		
Organizational requests for the department are as follows: 2 FT AmeriCorp Naturalists will work for 12 months with a County reimbursement based on \$1150/month living allowance.		The primary reasons for appropriation changes from current budget levels are: a slight change in AmeriCorps term agreements, continued staff development, educational outreach and partnership opportunities		
		Several PPB Indicators are highlighted as follows: Large school groups are rotating yearly field trips and this is reflected in the report data. Director has increased outreach programming to include school, parks, and partner agency events and is reflected in D.5 & W.6		

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Wapsi River Environ Educ Center (18G)		ACTUAL	BUDGET	PROJECTED	REQUEST	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
Z Seasonal Maintenance-Caretaker					0.80	0.80
Z Seasonal Naturalist					0.80	0.80
Z Seasonal Naturalist					1.70	1.70
TOTAL POSITIONS		2.00	2.00	2.00	5.30	5.30
REVENUE SUMMARY:						
Intergovernmental		\$28,987	\$15,490	\$17,000	\$17,787	\$17,787
Fees and Charges		-	40	28	28	28
Use of Money/Property		8,470	9,000	9,000	9,000	9,000
Miscellaneous		374	350	350	350	350
Gain on Sale of Fixed Assets		-	2,000	2,000	-	-
TOTAL REVENUES		\$37,831	\$26,880	\$28,378	\$27,165	\$27,165
APPROPRIATION SUMMARY:						
Personal Services		\$205,281	\$214,412	\$218,026	\$227,244	\$227,244
Equipment		6,985	27,000	37,000	-	-
Expenses		39,624	41,950	41,794	41,250	41,250
Supplies		16,111	20,300	19,300	19,300	19,300
TOTAL APPROPRIATIONS		\$268,001	\$303,662	\$316,120	\$287,794	\$287,794

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, 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 100% of requests for planning information by date requested.					
2. To accomplish 100% of departmental objectives.					
3. To avoid any delays of P & Z Commission and Board of Adjustment applications due to incomplete submittals.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Planning and Zoning Commission agenda applications	9	10	10	10	
2. Board of Adjustment agenda applications	8	10	10	10	
3. Planning and Zoning information requests	1,535	1,500	2,500	2,500	
4. Departmental budget	\$351,703	\$390,436	\$396,919	\$396,919	
5. Authorized positions	4.08	4.08	4.08	4.08	
WORKLOAD					
1. Number of Rezoning, Subdivision & Site Plan applications reviewed	9	10	10	10	
2. Number of Variance, Special Use Permit & Appeals of Interpretation	8	10	10	10	
3. Number of responses to Planning and Zoning information requests	1,535	1,500	1,500	1,500	
4. Number of Boards and Committees Director serves on	18	18	18	18	
5. Number of building permit applications	643	650	650	650	
PRODUCTIVITY					
1. Staff hours spent on Planning & Zoning Commission applications	148	175	175	175	
2. Staff hours spent on Board of Adjustment applications	136	175	175	175	
3. Staff hours spent on responses to planning & zoning info requests	455	450	450	450	
4. Staff hours spent serving on various boards and committees	375	450	450	450	
5. Staff hours spent on building permit applications	635	650	650	650	
EFFECTIVENESS					
1. Percent of program objectives accomplished	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	11%	15%	15%	15%	
4. % of time spent providing planning and zoning information	26%	20%	20%	20%	
5. % of time spent serving on various boards and committees	16%	15%	15%	15%	
6. % of time spent on building permit applications	47%	50%	50%	50%	
ANALYSIS:					
<p>Total FY11 appropriations for the total agency are increasing 0.6% over current budgeted levels. Non-salary costs are decreasing 6.3% over current budgeted levels for the total agency. County funding is recommended to decrease 1.6% over current budgeted amounts for the total agency.</p> <p>There are no organizational change requests for Planning and Development.</p> <p>The primary reasons for revenue changes from current budget levels are slowing of building activity reduces both expected revenues from building permits and fees for application for the Board of Adjustment and the Planning and Zoning Commission.</p> <p>There are no budget issues identified for further Board review during the budget process.</p> <p>Planning and Development supports the County's Target Issues and Management Agenda by being the lead contact for Bi-State Regional Commission as they prepare the Countywide Hazard Mitigation Plan. Review</p> <p>and adoption of the latest edition of the Building Codes should be completed by the start of the fiscal year.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Planning & Development Admin (25A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
608-A Planning & Development Director		0.40	0.40	0.40	0.40	0.40
314-C Building Inspector		0.05	0.05	0.05	0.05	0.05
252-A Planning & Development Specialist		0.25	0.25	0.25	0.25	0.25
162-A Clerk III		0.05	0.05	0.05	0.05	0.05
Z Planning Intern		0.25	0.25	0.25	0.25	0.25
TOTAL POSITIONS		1.00	1.00	1.00	1.00	1.00
REVENUE SUMMARY:						
Intergovernmental		\$8,640	\$15,000	\$10,000	\$10,000	\$10,000
Sale of Fixed Assets		13,540	10,000	10,000	5,000	5,000
TOTAL REVENUES		\$22,180	\$25,000	\$20,000	\$15,000	\$15,000
APPROPRIATION SUMMARY:						
Personal Services		\$66,691	\$79,513	\$79,513	\$80,717	\$80,717
Expenses		75,901	75,150	71,650	71,650	71,650
Supplies		1,007	1,700	1,500	1,500	1,500
TOTAL APPROPRIATIONS		\$143,599	\$156,363	\$152,663	\$153,867	\$153,867

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 99% of all building inspections on day requested.					
2. To maintain average inspections conducted per permit under .					
3. To maintain cancelled or expired permits under 10% of total number of permits issued.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. # of single-family residential building permits issued	60	30	50	50	
2. # of residential addition or remodels permits issued	78	50	75	75	
3. # of residential accessory building permits issued	55	50	75	75	
4. # of commercial building permits issued	5	10	10	10	
5. Total # of building permits issued for unincorporated areas	416	350	350	350	
6. Total # of building permits issued for 28E cities	227	300	300	300	
WORKLOAD					
1. # of footings inspections completed	267	350	350	350	
2. # of rough in inspections completed	349	500	500	500	
3. # of final inspections completed	706	650	650	650	
4. Total # of inspections for unincorporated areas	1457	2,000	2,000	2,000	
5. Total # of inspections for 28E cities	1142	1,500	1,500	1,500	
PRODUCTIVITY					
1. # of inspections conducted per day	8	8	8	8	
2. Total building permit fees collected	155,310	\$165,000	\$165,000	\$165,000	
3. % of total budget for building permit fees collected	67%	100%	100%	100%	
4. Total valuation of construction for building permits issued	\$18,609,699	\$18,000,000	\$20,000,000	\$20,000,000	
EFFECTIVENESS					
1. Percent of program objectives accomplished	99%	99%	99%	99%	
2. # of inspections per permits issued	4.7	4.5	4.5	4.5	
3. % of cancelled or expired permits compared to total permits issued	11.0%	10.0%	10.0%	10.0%	
ANALYSIS:					
Total FY11 appropriations for the total department are recommended to increase 0.6% over current budgeted levels. Non-salary costs are recommended to decrease 6.3% over current budgeted levels for the total department. Revenues are projected to remain unchanged from current budgeted amounts for the total department.					
For this program, non-salary costs are recommended to decrease 13.5% over current budgeted amounts.					
There are no organizational change requests.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Code Enforcement (25B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
608-A Planning & Development Director		0.60	0.60	0.60	0.60	0.60
314-C Building Inspector		0.95	0.95	0.95	0.95	0.95
252-A Planning & Development Specialist		0.75	0.75	0.75	0.75	0.75
162-A Clerk III		0.20	0.20	0.20	0.20	0.20
Z Weed/Zoning Enforcement Aide		0.58	0.58	0.58	0.58	0.58
TOTAL POSITIONS		3.08	3.08	3.08	3.08	3.08
REVENUE SUMMARY:						
Licenses and Permits		\$155,490	\$175,120	\$165,120	\$165,120	\$165,120
Fees and Charges		2,771	3,750	2,550	2,550	2,550
TOTAL REVENUES		\$158,261	\$178,870	\$167,670	\$167,670	\$167,670
APPROPRIATION SUMMARY:						
Personal Services		\$197,706	\$221,881	\$223,623	\$228,902	\$228,902
Expenses		4,996	11,950	9,450	9,450	9,450
Supplies		5,402	4,400	4,700	4,700	4,700
TOTAL APPROPRIATIONS		\$208,104	\$238,231	\$237,773	\$243,052	\$243,052

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 43 communities and 5 counties.				
2. To provide direct service to Scott County in transportation, economic development, environment, data & graphics, technical assistance & intergovernmental/regional programs.				
PERFORMANCE INDICATORS	2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	AMIN REC
DEMAND				
1. Number of participating units of government (counties & cities)	48	48	48	48
2. Number of on-going events/meetings/groups requiring coordination	117	117	117	117
3. Direct services to Scott County government (person hours)	1,495	1,500	1,575	1,575
4. Direct services to all part units of local government (person hours)	9,980	10,000	10,465	10,465
WORKLOAD				
1. Number of participating units of local government (counties/cities)	48	48	48	48
2. Number of on-going events/meetings/groups requiring coordination	117	117	117	117
3. Direct services to Scott County (person hours)	1,495	1,500	1,575	1,575
4. Direct services to all part units of local government (person hours)	9,980	10,000	10,465	10,465
PRODUCTIVITY				
1. Percent of time spent on housing assistance	0%	0%	0%	0%
2. Percent of time spent on highway/transit	48%	51%	50%	50%
3. Percent of time spent on environment and recreation	5%	5%	5%	5%
4. Percent of time spent on community planning & development	24%	23%	24%	24%
5. Percent of time spent on intergovernmental forums & regional services	14%	13%	13%	13%
6. Percent of time spent on data and graphic services	9%	8%	8%	8%
EFFECTIVENESS				
1. Local funding as a percent of agency budget	45%	45%	48%	48%
2. Scott County funding as a percent of local funding	9.20%	9.20%	9.90%	9.90%
ANALYSIS:				
<div><div>Total FY11 appropriations for the total agency are increasing 3.3% over current budgeted levels. Non-salary costs are increasing 31.8% over current budgeted levels for the total agency. County funding is recommended to increase 21.1% over current budgeted amounts for the total agency. This due to the fact that the annual commitment of \$15,000 by Scott County for the lobbyist for the Rock Island Arsenal will be paid thru Bi-State rather than the QCDG. There is no increase in the Bi-State membership fees.</div><div>The primary reasons for revenue changes from current budget levels are: Reductions are due to Target Issues and Management Agenda as EDA one time funding utilized in the prior year for follows: Continue to provide coordination for the data portal website and Communication & I-74 Bridge Team. Continue Hazard Mitigation Plans finalized. Increases are intergovernmental cooperation coordination due to air quality grants from IA & IL and local participation - QC Chief Elected Officials and funding for regional legislative technical QC Managers /Administrators meetings, joint purchasing, trail planning, GIS participation, BRAC impact, Passenger Rail</div><div>The primary reasons for appropriation change service/funding, air quality issues and other from current budget levels are: Personnel intergovernmental coordination projects as increases 2.5% to continue the merit system needed. A new effort is the coordination of decreased by one temporary planner and change regional legislative technical assistance from family to single coverage for health insurance contracts.</div><div>For FY'11 the PPB indicator information above shows: Increase in hours for new coordination effort of regional legislative technical assistance.</div><div>Increase rent by \$1 square foot and increase professional services for regional legislative technical assistance.</div></div>				

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Regional Plan/Tech Assistance (36A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Executive Director		1.00	1.00	1.00	1.00	
Program Director		1.00	1.00	1.00	1.00	
Project Manager		2.00	2.00	2.00	2.00	
Planner & Senior Planner		5.75	5.75	6.75	5.75	
Administrative Services Director		1.00	1.00	1.00	1.00	
Data Services Planner		1.00	1.00	1.00	1.00	
Data Graphics Manager		1.00	1.00	1.00	1.00	
Finance/Human Resources		1.00	1.00	1.00	1.00	
Accounting Technician		0.50	0.50	0.50	0.50	
Transportation Traffic Engineer		0.75	0.75	0.75	0.75	
Word Processor II		1.00	1.00	2.00	2.00	
Word Processor I		2.00	2.00	1.00	1.00	
Planning Assistant		1.50	1.00	1.50	2.00	
Graphics Specialist		2.00	2.00	2.00	2.00	
Iowa QC Transit Planner		1.00	1.00	1.00	1.00	
TOTAL POSITIONS		22.50	22.00	23.50	23.00	
REVENUE SUMMARY:						
Membership Fees		\$300,402	\$307,217	\$307,223	\$307,223	
Charges for Services		402,805	369,700	414,775	475,579	
Federal/State Funding		164,791	135,788	216,904	150,099	
Transportation		797,239	830,646	796,664	796,746	
SUB-TOTAL REVENUES		\$1,665,237	\$1,643,351	\$1,735,566	\$1,729,647	
Scott County Contribution		69,025	71,096	71,096	86,096	86,096
TOTAL REVENUES		\$1,734,262	\$1,714,447	\$1,806,662	\$1,815,743	
APPROPRIATION SUMMARY:						
Personal Services		\$1,406,496	\$1,491,964	\$1,532,811	\$1,498,788	
Equipment		1,883	5,500	5,500	5,500	
Expenses		211,950	210,741	241,672	331,009	
Occupancy		49,992	49,992	49,992	55,421	
TOTAL APPROPRIATIONS		\$1,670,321	\$1,758,197	\$1,829,975	\$1,890,718	

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 6,500 through education and training.					
2. To maintain the average animal days held at or below 10 days and to reduce euthanasia by increasing adoptions and return to owners.					
3. To maintain the Scott County contribution at or below 9% of funding.					
PERFORMANCE INDICATORS		2008-09	2009-10	2010-11	2010-11
		ACTUAL	PROJECTED	REQUESTED	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		11.9	11.9	11.9	11.9
WORKLOAD					
1. Animals handled		5,806	6,098	6,342	6,342
2. Total animal days in shelter		55,582	56,817	58,573	58,573
3. Number of educational programs given		128	145	140	140
4. Number of bite reports handled in Scott County		521	425	500	500
5. Number of animals brought in from rural Scott County		310	440	400	400
6. Number of calls animal control handle in rural Scott County		131	440	300	300
PRODUCTIVITY					
1. Cost per animal shelter day		\$10.13	\$11.71	\$11.86	\$11.86
2. Cost per educational program		\$10.75	\$11.00	\$11.00	\$11.00
3. Cost per county call handled		\$40.00	\$40.00	\$40.00	\$40.00
EFFECTIVENESS					
1. Scott County contribution as a percent of program costs		6%	6%	5%	5%
2. Total number of animals adopted as a percent of animals handled		20.0%	24.0%	24.0%	24.0%
3. Total number of animals returned to owner as a percent of animals		16.0%	17.0%	17.0%	17.0%
4. Total number of animals euthanized as a percent of animals handled		52.0%	49.0%	49.0%	49.0%
ANALYSIS:					
Total FY'11 appropriations for the agency are expected to decrease 1.1% from current budgeted levels. Revenues are expected to decrease 1.6% from current budgeted amounts. There are no organizational change requests for the agency. The primary reason for a decrease in revenue has to do with adoption changes. The primary reason for appropriation decrease has to do with a reduction in utilities because of the move to their new location which has less space and animals costs are lower due to less animals being handled. Several PPB indicators are highlighted as follows: The number of animals handled (W.1) has decreased and even in a poor economy the thought is that animals may be going to other shelters. The number of bite reports handled(W.4) continues to remain stable as does the number of animals brought in from rural Scott County (W.4) . County funding for this program is recommended to remain flat at \$33,317.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Animal Shelter (44A)	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:					
Executive Director	1.00	1.00	1.00	1.00	
Shelter Manager	1.00	1.00	1.00	1.00	
Bookkeeper	1.00	1.00	1.00	1.00	
Education Director	0.25	0.25	0.25	0.25	
Animal Control	4.00	4.00	4.00	4.00	
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	2.00	2.00	2.00	2.00	
#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)	1.00	1.50	1.00	1.00	
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	19.50	20.00	19.50	19.50	
REVENUE SUMMARY:					
AdoptaCage	\$3,135	\$7,000	\$5,000	\$5,500	
Adoptions	64,532	80,000	65,000	66,500	
Board	27,031	28,000	28,000	29,000	
Donations	60,146	42,000	64,000	65,000	
City of Davenport	184,650	192,043	192,043	197,804	
City of Bettendorf	40,790	42,152	42,152	43,417	
Education & Volunteers	-	75	75	75	
Euthanasia	12,458	26,000	14,000	15,250	
Excessive Animal Permit	70	200	100	100	
Fund Raising Events	18,796	20,000	19,000	20,000	
Golden Companion	4,745	4,850	4,850	4,900	
Heartworm Test	2,212	3,000	2,400	2,500	
Impound	42,800	55,100	53,000	53,000	
In Honor of	2,064	1,300	1,500	1,550	
Memberships	1,701	2,750	2,000	2,100	
Memorials	18,793	26,500	19,500	20,000	
Miscellaneous	15,421	3,750	3,800	3,900	
Notice of Violation	4,120	3,100	4,000	4,100	
Other Cities	-	7,000	-	-	
Out of County	890	2,750	1,000	1,000	
Retail	13,422	11,000	14,000	15,000	
Spay and Neuter	27,545	31,500	30,000	30,000	
Surrender	12,044	14,750	12,000	13,000	
City Animal Licensing	41,558	42,000	42,000	43,000	
Scott County Health Department	15,800	-	24,978	24,978	
SUB-TOTAL REVENUES	\$614,723	\$646,820	\$644,398	\$661,674	
Scott County Contribution	32,036	32,036	33,317	33,317	33,317
TOTAL REVENUES	\$646,759	\$678,856	\$677,715	\$694,991	
APPROPRIATION SUMMARY:					
Personal Services	\$391,722	\$453,500	\$427,500	\$453,500	
Expenses	116,955	121,200	127,200	129,050	
Supplies	25,113	33,950	29,000	29,000	
Occupancy	79,151	93,950	81,582	83,332	
TOTAL APPROPRIATIONS	\$612,941	\$702,600	\$665,282	\$694,882	

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 provide 100 hours of in-service to staff.					
2. To circulate 180000 materials at a cost of \$1.70 or less per material processed.					
3. To maintain 6 circulations per capita.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Size of collection	107,942	110,000	11,200	11,200	
2. Registered borrowers	15,680	14,000	15,000	15,000	
3. Requests for books/information	58,724	55,000	56,000	56,000	
4. Citizen requests for programming	761	600	623	623	
5. Hours of recommended staff in-service	400	400	400	400	
6. Annual number of library visits	177,640	170,000	180,000	180,000	
WORKLOAD					
1. Total materials processed	8,079	7,500	7,500	7,500	
2. New borrowers registered	3,901	1,200	1,250	1,250	
3. Book/information requested filled for patrons	57,976	54,500	56,000	56,000	
4. Program activities attendance	20,606	15,000	17,000	17,000	
5. Hours of in-service conducted or attended	417	400	400	400	
6. Materials circulated	179,890	180,000	180,500	180,500	
PRODUCTIVITY					
1. Cost/materials processed (30%)	\$37.95	\$40.00	\$42.00	\$42.00	
2. Cost/new borrowers registered (10%)	\$26.19	\$48.00	\$48.50	\$48.50	
3. Cost/book & information requests filled for patrons (20%)	\$3.53	\$4.00	\$4.10	\$4.10	
4. Cost/program activity attendance (5%)	\$2.48	\$4.00	\$4.15	\$4.15	
5. Cost/hour of in-service activities attended/conducted (2%)	\$49.01	\$48.00	\$4,900.00	\$4,900.00	
6. Cost/item circulated (33%)	\$1.87	\$1.75			
EFFECTIVENESS					
1. Collection size per capita	3.9	4.0	4.0	4.0	
2. Percent of population as registered borrowers	56%	50%	51%	51%	
3. Document delivery rate	99%	99%	99%	99%	
4. Program attendance per capita	74%	50%	60%	60%	
5. In-service hours per FTE.	24.52	23.00	23.00	23.00	
6. Circulation per capita	6.46	6.00	6.25	6.25	
ANALYSIS:					
Total FY11 appropriations for the total agency are increasing 4.9% over current budgeted levels. Non-salary costs are increasing 5.2% over current budgeted levels for the total agency. Rural area funding is increasing 10.2% and funding from the participating small towns is increasing 10.2%. Total revenues are projected to increase 3.1%.		Once these are completed and analyzed the Board plans to begin the fund drive for a new bookmobile.			
There are no organizational change requests for the agency.					
The primary reasons for appropriation changes from current budget levels are increase in salaries, utilities and cost of rental space.					
The Library Board will be initiating a fund raising drive for a new bookmobile. At a cost of about \$300K the Board needs to raise at least a 1/3 of the total cost of the new bookmobile before the supplier will begin manufacturing the unit. Over the next six weeks the Library Board will be holding focus groups for library patrons on library services.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Library Resources & Services (67A)		ACTUAL	BUDGET	PROJECTED	REQUEST	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		\$434,456	\$464,728	\$464,728	\$420,750	
Fees and Charges		16,502	12,000	12,000	12,103	
Miscellaneous		60,660	22,000	22,000	78,624	
SUB-TOTAL REVENUES		\$511,618	\$498,728	\$498,728	\$511,477	
Scott County Contribution		479,355	507,725	507,725	525,910	525,910
TOTAL REVENUES		\$990,973	\$1,006,453	\$1,006,453	\$1,037,387	
APPROPRIATION SUMMARY:						
Personal Services		\$685,590	\$804,641	\$738,141	\$760,287	
Equipment		\$102,969	\$65,500	\$66,500	\$66,500	
Expenses		\$198,431	\$186,412	\$190,200	\$195,600	
Supplies		\$37,605	\$32,000	\$33,000	\$33,000	
TOTAL APPROPRIATIONS		\$1,024,595	\$1,088,553	\$1,027,841	\$1,055,387	

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 2%.					
2. To increase group tour operators inquiries processed, documented and qualified by 2%.					
3. To increase convention/meeting planner inquiries processed, documented and qualified by 2%.					
4. To increase trade show sales leads processed, documented and qualified by 2%.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Inquiries requested from visitors (public)	377,000	450,000	475,000	475,000	
2. Inquiries requested from group tour operators	811	715	850	850	
3. Inquiries from convention/meeting planners	878	920	920	920	
4. Information requests derived from trade shows	582	715	600	600	
5. Inquiries from sporting event planners	60	155	75	75	
WORKLOAD					
1. Inquiries from visitors processed	377,000	450,000	475,000	475,000	
2. Inquiries from group tour operators processed	811	715	850	850	
3. Inquiries from convention/meeting planners processed	878	920	920	920	
4. Information requests from trade shows processed	582	715	600	600	
5. Inquiries from sporting event planners processed	60	155	75	75	
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	\$22.00	\$22.00	\$22.00	\$22.00	
EFFECTIVENESS					
1. Economic impact of tourism on the Quad Cities	\$191,923,782	\$200,000,000	\$200,100,000	\$200,100,000	
2. Number of visitors to Quad Cities	1,296,800	1,300,000	1,330,000	1,330,000	
3. Total Hotel/Motel Tax Receipts	\$3,580,776	\$3,660,000	\$3,780,000	\$3,780,000	
4. Hotel/Motel Occupancy Rate	52.6%	55.0%	57.0%	57.0%	
ANALYSIS:					
Total FY11 appropriations for the total agency are decreasing 3.2% over current budgeted levels. Non-salary costs are decreasing 5.2% over current budgeted levels for the total agency. County funding is recommended to remain unchanged from current budgeted amounts for the QCCVB.					
Revenues are expected to drop 4.3% and are dependent on Hotel-Motel tax revenue which make up 63% of the revenue projections from four of the eleven participating local governments.					
The QCCVB Board will also be discussing the issues related to the operation of the Mississippi Valley Welcome Center and alternatives to both reduce costs and increase revenues.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Regional Tourism Development (54A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
President/CEO	1.00	1.00	1.00	1.00	1.00	
Vice President Finance & Administration	1.00	1.00	1.00	1.00	1.00	
Vice President Marketing & Communications	1.00	1.00	1.00	1.00	1.00	
Vice President of Sales	1.00	2.00	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	1.00	
Vice President Visitor Services	1.00	1.00	-	-	-	
Marketing & Communications Manager	2.00	2.00	2.00	2.00	2.00	
Office Manager & Administrative Assistant	1.00	1.00	1.00	1.00	1.00	
Convention Sales Manager	1.00	1.00	1.00	1.00	1.00	
Accounting Assistant	1.00	1.00	1.00	1.00	1.00	
Office Manager & Sales Assistant	1.00	1.00	1.00	1.00	1.00	
Visitor Services Assistant	1.00	1.00	1.00	1.00	1.00	
Visitor Services Assistant (Part-Time)	0.50	0.50	0.50	0.50	0.50	
TOTAL POSITIONS	14.50	14.50	13.50	13.50	13.50	
REVENUE SUMMARY:						
Davenport	\$433,614	\$415,000	\$436,381	\$430,000		
Bettendorf	206,201	210,000	220,000	220,000		
Moline	229,946	210,000	210,000	210,000		
Rock Island	40,000	100,000	70,000	80,000		
East Moline	3,000	3,000	3,000	3,000		
Rock Island County	12,000	12,000	12,000	12,000		
Silvis	1,000	1,000	1,000	1,000		
LeClaire	10,000	5,000	8,000	8,000		
Carbon Cliff	5,000	5,000	5,000	5,000		
Eldridge	3,000	3,000	3,000	3,000		
State of Illinois/LTCB Grant	148,680	150,000	157,000	160,000		
State of Illinois/Marketing Partnership Grant	36,876	38,000	38,869	40,000		
State of Illinois/International Grant	42,000	31,000	50,000	50,000		
Other Grants	29,782	3,000	10,000	10,000		
Interest	2,252	10,000	2,500	2,500		
Miscellaneous Income	18,257	15,000	19,000	20,000		
Mississippi Valley Welcome Center	50,678	110,000	49,600	55,000		
Membership Income	56,559	70,000	60,000	60,000		
Publications Income	9,003	10,000	9,000	9,000		
Joint Projects Income	11,635	8,000	8,000	8,000		
Friends of QC Grant	-	40,000	-	-		
Corporate Donations	20,219	15,000	10,000	10,000		
QC Sports Commission Income	128,507	90,000	211,500	90,000		
SUB-TOTAL REVENUES	\$1,498,209	\$1,554,000	\$1,593,850	\$1,486,500		
Scott County Contribution	70,000	70,000	70,000	70,000		70,000
TOTAL REVENUES	\$1,568,209	\$1,624,000	\$1,663,850	\$1,556,500		
APPROPRIATION SUMMARY:						
Personal Services	\$686,026	\$716,100	\$689,715	\$710,410		
Equipment	26,905	28,000	24,600	26,000		
Expenses	788,342	777,300	835,060	727,490		
Supplies	10,526	9,500	9,100	9,500		
Occupancy	73,026	69,350	75,000	75,000		
TOTAL APPROPRIATIONS	\$1,584,825	\$1,600,250	\$1,633,475	\$1,548,400		

SERVICE AREA: County Environment		PROGRAM: Regional Economic Development (49A)			
ACTIVITY: County Development		ORGANIZATION: Quad Cities First			
PROGRAM MISSION: Quad Cities First is the regional economic development organization charged with marketing the Quad Cities region to companies looking to relocate or expand in our market.					
PROGRAM OBJECTIVES:					
1. Market the Quad Cities externally for the purpose of attracting new investment and generating high quality jobs.					
2. Serve as the regional point of contact to respond to prospective businesses interested in locating in the Quad Cities.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. External Businesses Contacted	N/A		100	200	200
2. Prospect meetings out of Region	N/A		25	75	75
3. Local businesses contacted via Business Connection	N/A		40	60	60
4. Industry Trade shows attended	N/A		3	7	7
5. Site Selector Visits	N/A		5	15	15
WORKLOAD					
1. Number of Prospect Inquiries	N/A		25	50	50
2. Numbers of Leads generated and source	N/A		10	25	25
3. Number of RFIs Completed	N/A		10	25	25
4. Number of Site Visits Hosted	N/A		5	10	10
5. Number of Monthly Active Projects	N/A		15	20	20
6. Unique Monthly website Hits			3000	3500	3500
PRODUCTIVITY					
1. Percent of time spent on external marketing	N/A		50%	50%	50%
2. Percent of time spent on Prospect Management	N/A		50%	50%	50%
EFFECTIVENESS					
1. Number of successful deals closed	N/A		3	5	5
2. Number of total jobs generated	N/A		50	100	100
3. Total amount of new investment	N/A		\$1,000,000	\$3,000,000	\$3,000,000
ANALYSIS:					
Quad Cities First Board was created to replace the former Quad City Development Group. QC1st is the regional economic development group co-managed by the Illinois and Quad City Chambers of Commerce. QC First is a public-private partnership charged with marketing the Quad Cities region to companies looking to relocate or expand in this market. QC First Board held their first meeting October 6, 2009, to approve the initial work plan and operating budget. The FY11 request to Scott County reflects the projected operating budget and work program to accomplish external marketing of the Quad Cities region. The purpose of the marketing plan is to attract new investment and create high quality jobs. QC1st also serves as the regional point of contact to respond to prospective businesses interested in locating in the region .					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-2009	2009-2010	2009-10	2010-11	2010-11
PROGRAM: Regional Economic Development (49A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
President	-	1.00	-	-	-	-
Vice-President	-	2.00	-	-	-	-
Project Manager	-	2.00	-	-	-	-
Database Specialist	-	1.00	-	-	-	-
Receptionist/Secretary	-	-	-	-	-	-
Office Manager/Communications Director	-	1.00	-	-	-	-
	-					
TOTAL POSITIONS	-	7.00	-	-	-	-
REVENUE SUMMARY:						
Private Sector Members		\$398,499	\$398,499	\$469,000		
Public Sector Members		358,521	358,851	543,850		
Other		106,100	106,100	-		
SUB-TOTAL REVENUES		\$863,120	\$863,450	\$1,012,850		
Arsenal Lobbying Funding		-	-	-		-
Scott County Contribution		37,957	37,957	37,957		37,957
TOTAL COUNTY CONTRIBUTION		37,957	37,957	37,957		37,957
TOTAL REVENUES		\$901,077	\$901,407	\$1,050,807		
APPROPRIATION SUMMARY:						
Personal Services		\$0	\$637,300	\$0		
Equipment		-	11,000	-		
Expenses		-	419,000	-		
Supplies		-	12,000	-		
Occupancy		-	96,000	-		
TOTAL APPROPRIATIONS		\$0	\$1,175,300	\$0		

ROADS AND 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 administration 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 110% of budgeted amount.				
PERFORMANCE INDICATORS	2007-08 ACTUAL	2008-09 PROJECTED	2009-10 REQUEST	2009-10 ADOPTED
DEMAND				
1. Authorized personnel (FTE's)	35.4	35.4	35.4	35.4
2. Department budget	\$5,681,000	\$5,380,323	\$5,696,000	\$5,696,000
3. Administrative and engineering expenses (excluding salaries)	\$74,928	\$59,500	\$57,500	\$57,500
WORKLOAD				
1. Percent of time spent on administration	24.95%	27.15%	28.75%	28.75%
2. Percent of time spent on planning and plan preparation	29.48%	32.80%	30.50%	30.50%
3. Percent of time spent surveying and construction supervision	25.36%	26.30%	27.40%	27.40%
4. Percent of time spent on maint engr/traffic engr/other misc engr	14.95%	13.75%	13.35%	13.35%
PRODUCTIVITY				
1. Cost for administration-salaries	\$127,589	\$158,000	\$163,000	\$163,000
2. Cost for planning and plan preparation-salaries	\$162,124	\$150,463	\$164,090	\$164,090
3. Cost for surveying and construction supervision-salaries	\$139,467	\$131,032	\$147,412	\$147,412
4. Cost for maintenance engr/traffic engr/other misc engr-salaries	\$82,217	\$68,505	\$71,823	\$71,823
5. Cost for administration & engineering expenses (excluding salaries)	\$74,928	\$59,500	\$57,500	\$57,500
EFFECTIVENESS				
1. Administrative cost as a percent of total budget expenditures	2.25%	2.79%	3.30%	3.30%
2. Engineering cost as a percent of total budget expenditures	6.76%	6.50%	7.24%	7.24%
3. Engineering cost as a percent of construction cost (including FM)	32.50%	15.00%	15.00%	15.00%
4. Actual project cost as a percent of construction budget cost	100.92%	100.00%	100.00%	100.00%
5. Percent of department programs/projects accomplished	100%	100%	100%	100%
ANALYSIS:				
<div><div><p>The property tax levy is recommended to increase 3% or \$72,350 over last year. Total FY10 appropriations for the department as a whole are recommended to increase \$530,500 or 10.3% over last fiscal year. This is due to increases in construction of \$517,000, roadway maintenance of \$117,500, equipment of \$134,000, and a decrease in general roadway expenditures of \$113,500. The reasons for these changes are explained in their respective programs.</p><p>Total revenues for the department are recommended to increase \$477,013 or 9% due to slight increases in road use tax and tax asking. The primary increase comes from a \$360,000 reimbursement for a construction project from the Scott County Landfill and the City of Buffalo.</p><p>The recommended departmental budget should increase the secondary roads fund balance by \$52,518.</p></div><div><p>The fund balance ended FY08 at \$486,605 and is anticipated to decrease \$42,097 in FY09 to \$444,508. Assuming this information holds, the fund will be projected to end FY10 at \$497,026, 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 \$464,600 for FY10.</p><p>The recommended budget will leave a fund balance as a percentage of operating expenses of 10.7% excluding construction expenses.</p><p>There is one organizational change for the department which is a job review of the Office Leader position.</p><p>All indicators are recommended as presented and are approximately at FY09 levels.</p></div></div>				

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Administration & Engineering (27A)		ACTUAL	BUDGET	PROJECTED	REQUEST	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
300-A Engineering Aide II		3.00	3.00	3.00	3.00	3.00
204-A Office Leader		1.00	-	-	-	-
230-A Administrative Assistant		-	1.00	1.00	1.00	1.00
162-A Clerk III		0.25	0.25	0.25	0.25	0.25
TOTAL POSITIONS		6.25	6.25	6.25	6.25	6.25
REVENUE SUMMARY:						
Intergovernmental		\$2,782,874	\$3,253,499	\$3,020,858	\$3,326,403	\$3,326,403
Licenses and Permits		11,620	3,000	7,000	5,000	5,000
Fees and Charges		9,489	2,000	2,000	2,000	2,000
Miscellaneous		32,388	6,000	6,000	6,000	6,000
Sale of Fixed Assets		-	-	-	-	-
General Basic Fund Transfer		636,423	655,516	655,516	655,516	655,516
Rural Service Basic Transfer		1,775,246	1,828,503	1,828,503	1,828,503	1,828,503
TOTAL REVENUES		\$5,248,040	\$5,748,518	\$5,519,877	\$5,823,422	\$5,823,422
APPROPRIATION SUMMARY:						
Administration		\$154,296	\$174,500	\$174,500	\$179,500	\$179,500
Engineering		426,776	421,000	421,000	373,000	421,000
TOTAL APPROPRIATIONS		\$581,072	\$595,500	\$595,500	\$552,500	\$600,500

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 \$2700/mile.					
2. To hold cost per mile for signs, paint and traffic service to under \$325/mile.					
3. To hold cost per mile for roadside maintenance to under \$325/mile.					
4. To maintain asphalt/concrete roads to at least 75% of that required.					
PERFORMANCE INDICATORS		2008-09	2009-10	2010-11	2010-11
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
1. Number of bridges and culverts (over 48" diameter)		650	650	650	650
2. Miles of rock/earth roads		394	394	394	394
3. Miles of asphalt/concrete roads		183	183	183	183
4. Miles of snow routes		574	574	574	574
5. Number of traffic signs/miles of pavement painting		4995/176	4995/179	4995/181	4995/181
6. Miles of roadside		1,148	1,148	1,148	1,148
WORKLOAD					
1. Number of bridges/culverts to receive maintenance		43/36	30/100	30/100	30/100
2. Miles of rock/earth to be bladed and re-rocked as required		395	395	395	395
3. Miles of asphalt/concrete roads to receive maintenance		183	183	183	183
4. Miles of snow plowing/tons of sand and salt applied		574/2000	574/2000	574/2000	574/2000
5. Number of signs install-replace/mile pavement paint/mile traffic serve		378/176/574	378/176/574	378/176/574	378/176/574
6. Miles of roadsides maint (ditch clean/shlds rock/mow-spray etc)		1,148	1,148	1,148	1,148
PRODUCTIVITY					
1. Cost per bridge maintained/cost per culvert maintained		\$1448/\$2660	1000/2000	1000/2000	1000/2000
2. Cost per miles of rock/earth road blading and resurfacing		\$2,557	\$2,557	\$2,557	\$2,557
3. Cost per miles of asphalt/concrete surface maintenance		\$1,470	\$1,470	\$1,470	\$1,470
4. Cost per mile for snow plowing, sand and salt, etc.		\$711	\$800	\$800	\$800
5. Cost per mile for signs installed/pavement paint/traffic serv		\$274	\$300	\$300	\$300
6. Cost per mile of roadside maint (ditch clean/shlds/mow-spray/etc)		\$272	\$350	\$350	\$350
EFFECTIVENESS					
1. Percent of program objectives accomplished		54%	75%	75%	75%
2. Cost of blading/re-rocking as percent of that needed		103%	98%	98%	98%
3. Dollar of asphalt/concrete maint as % of that needed or required		206%	185%	185%	185%
ANALYSIS:					
Total FY11 appropriations for this program are recommended to increase \$129,500 or 5.25% over last fiscal year. Bridge and culvert maintenance is recommended to increase \$40,000 or 2% over FY10. This is due to the latest round of bridge inspections showing more repair work that needs to be done in '10 and '11. Total snow and ice control is recommended to increase \$25,000 or 7.7% over FY10 levels, because of increased costs of salt and sand and increased purchase levels. Total traffic control is recommended to increase \$11,000 above FY10 levels.		All numbers under demand remain the same as last year except for a minor trade off in paved miles and gravel miles due to our macadam program. Cross Road culverts receiving maintenance (W.1)is still an area of concentration as it was in FY10. All other workload items (W.2-W.6) remain the same. All items under productivity (P.1-P.6) remain very close to last year figures. Program objectives were increased slightly due to inflationary concerns.			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Roadway Maintenance (27B)		ACTUAL	BUDGET	PROJECTED	REQUEST	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
174-B Sign Crew Technician		1.00	1.00	1.00	1.00	1.00
163-B Truck Crew Coordinator		1.00	1.00	1.00	1.00	1.00
153-B Truck Driver/Laborer		10.00	10.00	10.00	10.00	10.00
Z Seasonal Maintenance Worker		0.60	0.60	0.60	0.60	0.60
TOTAL POSITIONS		24.60	24.60	24.60	24.60	24.60
APPROPRIATION SUMMARY:						
Bridges/Culverts		\$158,004	\$210,000	\$200,000	\$240,000	\$240,000
Road Maintenance		1,534,656	1,619,000	1,594,500	1,646,000	1,646,000
Road Clearing		185,634	160,000	160,000	160,000	160,000
Snow/Ice Control		408,278	282,500	326,000	353,000	353,000
Traffic Control		157,556	181,500	165,500	176,500	176,500
TOTAL APPROPRIATIONS		\$2,444,128	\$2,453,000	\$2,446,000	\$2,575,500	\$2,575,500

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 \$550					
2. To maintain cost per unit serviced to below \$300.					
3. To maintain cost per unit for equipment supplies below \$8500.					
4. To maintain cost per unit for tools, materials and shop operation below \$3750.					
PERFORMANCE INDICATORS		2008-09	2009-10	2010-11	2010-11
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
1. Pieces of heavy/medium equipment	26	26	26	26	26
2. Number of heavy/medium trucks	23	23	23	23	23
3. Number of miscellaneous pieces of equipment, cars and pick-up	20	20	20	20	20
4. Cost of new equipment required	\$236,231	\$361,177	\$380,000	\$380,000	\$380,000
5. Cost of tools, materials, supplies and shop operation	\$241,365	\$244,000	\$286,500	\$286,500	\$286,500
6. Building and grounds expense	\$348,734	\$23,000	\$64,000	\$64,000	\$64,000
WORKLOAD					
1. Number of units repaired-major (work orders)	491	700	700	700	700
2. Number of units serviced (oil change, etc.)	220	250	250	250	250
3. Equipment supplies required (excluding parts)	\$439,579	\$481,500	\$476,500	\$476,500	\$476,500
4. Number of new equipment purchases	5	3	5	5	5
5. Shop expenses, tools, materials and supplies	\$241,365	\$244,000	\$286,500	\$286,500	\$286,500
6. Building and grounds expense	\$348,734	\$23,000	\$64,000	\$64,000	\$64,000
PRODUCTIVITY					
1. Cost per unit repaired (including parts and outside service)	\$586.18	\$550.00	\$550.00	\$550.00	\$550.00
2. Cost per unit for servicing	\$262.54	\$275.00	\$275.00	\$275.00	\$275.00
3. Cost per unit for equipment supplies	\$6,370.71	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
4. Cost per unit for new equipment	\$47,246	\$120,400	\$76,000	\$76,000	\$76,000
5. Cost of tools, materials, supplies and shop operation/unit	\$3,498	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
6. Cost for buildings and grounds	\$348,734	\$23,000	\$64,000	\$64,000	\$64,000
EFFECTIVENESS					
1. Percent of program objectives accomplished	+93.76%	-0.60%	0.00%	0.00%	0.00%
2. Percent change in cost per unit serviced	-9.86%	0.50%	0.00%	0.00%	0.00%
3. Percent change in cost per unit for equipment supplies	-20.03%	2.20%	0.00%	0.00%	0.00%
4. Percent change in cost per unit for new equipment	-46.83%	160.00%	-3.70%	-3.70%	-3.70%
5. Percent change in cost per unit tools/materials/supplies/shop cost	+9.17%	8.00%	8.00%	8.00%	8.00%
6. Percent change in cost for buildings and grounds	+729.33%	0.00%	10.00%	10.00%	10.00%
ANALYSIS:					
Total appropriations for this program (excluding new equipment) are recommended to increase \$80,500 or 7.1%. This increase is due mostly to a \$41,000 increase in property expenses, to increase salt storage capacity at the shop. Total equipment operations are recommended to increase \$48,000 or 3.6% due to projected increases in the cost of parts and fuel. Tools/material/supplies are recommended to increase just slightly.					
The number of pieces of heavy/medium equipment (D.1) is recommended to stay at 26 for FY11.					
For FY11 equipment purchases (D.4) are recommended for \$380,000 which is a \$19,000 increase from last year. The equipment recommended for purchase is 1 motor grader, 1 dump truck, 3 pickups, and other miscellaneous pieces of equipment.					
The FY11 PPB indicators for this program show an increase. This is due to the planned expansion and new equipment. Program objectives have been modified slightly to reflect increases in material and labor costs.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: General Roadway Expenditures (27C)		ACTUAL	BUDGET	PROJECTED	REQUEST	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		1.00	1.00	1.00	1.00	1.00
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		\$236,701	\$470,000	\$361,177	\$380,000	\$380,000
Equipment Operation		1,026,210	986,500	1,038,500	1,076,500	1,076,500
Tools/Materials/Supplies		44,301	77,000	71,000	72,500	72,500
Property/Assessment		348,264	64,000	23,000	64,000	64,000
TOTAL APPROPRIATIONS		\$1,655,476	\$1,597,500	\$1,493,677	\$1,593,000	\$1,593,000

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 \$50/square foot.					
2. To control cost for resurfacing to below \$30/lineal foot.					
3. To control actual cost of construction not to exceed budget by 110%.					
4. To complete 100% of annual program.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 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)	9	13	13	13	
3. # of bridges with sufficiency ratings 50-75 (requiring rehab/repl)	20	21	21	21	
4. \$ value of projects requiring construction in County 5-Year Plan	\$11,615,000	\$13,095,000	\$13,095,000	\$13,095,000	
5. # of miles paved roads requiring reconstruction in 5-Year Plan	45	49	49	49	
WORKLOAD					
1. Cost to surface Macadam roads	\$447,798	\$142,000	\$65,000	\$65,000	
2. Cost of bridges proposed for construction (contract)	\$0	\$587,000	\$350,000	\$350,000	
3. Cost of misc/culvert/bridge construction (day labor)	\$0	\$45,000	\$0	\$0	
4. Cost of road resurfacing (local)	\$321,543	\$838,320	\$346,500	\$346,500	
5. Cost of roads proposed for resurfacing - FM & STP	\$2,984,916	\$2,984,916	\$0	\$0	
6. # of miles proposed for resurfacing- (local/ FM-STP)	11.00	5.00	3.00	3.00	
PRODUCTIVITY					
1. Cost/mile of edge drain	\$0.00	\$0.00	\$0.00	\$0.00	
2. Cost/lineal foot of box culvert construction (contract)	\$0.00	\$0.00	\$0.00	\$0.00	
3. Cost/square foot of culvert/bridge construction (day labor)	\$0.00	\$7.00	\$0.00	\$0.00	
4. Cost/lineal foot road resurfacing (local)	\$30.45	\$33.00	\$16.00	\$16.00	
5. Cost/lineal foot resurface/repair FM-STP	\$62.81	\$1,135.00	\$0.00	\$0.00	
EFFECTIVENESS					
1. Percent of program objectives accomplished	106.80%	100%	100%	100%	
2. Percent of construction projects completed	100.00%	100%	100%	100%	
3. % of roads/bridges/culverts constructed vs those below standard	12.15%	3.00%	3.00%	3.00%	
4. % of bridges replaced/rehabilitated vs those below standard	0.00%	1.00%	1.00%	1.00%	
5. Dollar value of construction as percent of 5 year plan	32.32%	35.00%	6.00%	6.00%	
6. % of roads resurfaced vs those in 5-Year program	24.44%	18.00%	7.50%	7.50%	
ANALYSIS:					
The total appropriations for this program are recommended to decrease \$245,820 or 27% from last year. We will be doing a bridge and two small paving projects this year with local money. This is a significant change from past years as the money in the FM fund is going out faster than it is coming in.		Effectiveness items (E.1-E.6) have been adjusted to reflect types of construction being accomplished. Program objectives remain the same.			
The FY11 PPB indicators for this program therefore show a decrease in local construction and no STP (FM) construction. Workload Item (W.6) shows a decrease in miles proposed. This is also reflected in cost per mile (P.4-P.5) both local and FM. The construction program also shows one contract bridge and no day labor bridges (W.2-W.3) being done this year.					

GOVERNMENT SERVICES TO RESIDENTS

GOVERNMENT SERVICES TO RESIDENTS

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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 14.0% of total budget.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Authorized personnel (FTE's)		15.4	14.9	14.9	14.9
2. Departmental budget		\$1,390,674	\$1,383,822	\$1,307,766	\$1,307,766
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		13.7%	13.4%	13.4%	13.4%
2. Administration personnel as a percent of departmental personnel		14%	14%	14%	14%
EFFECTIVENESS					
1. Percent of program objectives accomplished		78%	80%	80%	80%
ANALYSIS:					
<p>Total FY11 appropriations for the Auditor's Office are recommended to decrease 9.3% under current budgeted levels. Non-salary costs are recommended to decrease 22.6% under current budgeted levels.</p> <p>The primary reasons for appropriation changes from current budget levels are:</p> <p>1) there is one scheduled election in FY11 which results in decreased election costs as compared to FY10 when there were 26 scheduled elections,</p> <p>2) department reorganization has resulted in decreased employee expenses.</p> <p>Revenues are recommended to decrease 81.7% over current budgeted amounts for the total department.</p> <p>The primary reasons for revenue changes from current budget levels are:</p> <p>1) there are no reimbursable elections in FY11 resulting in less revenue, and</p> <p>2) a decrease in real estate transactions resulting in a decrease in transfer fees.</p>		<p>The budget for the Auditor's Office supports the County's Target Issues and Management Agenda as follows:</p> <p>1) the Auditor's Office has provided \$12,053 in actual cash savings to the Wall of Savings; 2) we have conducted a reorganization of the office which results in a decrease in employee expenses for FY10 and FY11; 3) we continually strive to reduce costs and increase efficiencies in all operations while fully meeting our statutory obligations and providing the best service possible to the citizens of Scott County.</p> <p>For the Administration Program, non-salary costs are recommended to remain flat over current budgeted amounts.</p> <p>There are no organizational change requests for the department.</p> <p>The PPB indicators for this program are similar to previous years and require no further analysis.</p> <p>There were no budget issues identified for this program.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Auditor Administration (13A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
X Auditor		1.00	1.00	1.00	1.00	1.00
556-A Operations Manager		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		2.00	2.00	2.00	2.00	2.00
APPROPRIATION SUMMARY:						
Personal Services		\$177,472	\$191,069	\$181,520	\$183,331	\$183,331
Equipment		3,717	-	-	-	-
Expenses		8,746	5,300	3,843	5,300	5,300
Supplies		282	200	250	200	200
TOTAL APPROPRIATIONS		\$190,217	\$196,569	\$185,613	\$188,831	\$188,831

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 25,000 absentee applications.					
3. To process 100,000 voter registration changes.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Registered voters		118,641	125,000	125,000	125,000
2. Registered voter changes requested		96,532	100,000	100,000	100,000
3. Elections		5	26	1	1
4. Polling places to be maintained		70	70	70	70
5. Absentee voter applications requested		47,481	15,000	25,000	25,000
WORKLOAD					
1. Elections conducted: Scheduled		2	26	1	1
2. Elections conducted: Special Election		3	0	0	0
3. Registered voter changes processed		96,532	100,000	100,000	100,000
4. Polling places arranged and administered		70	70	70	70
5. Poll worker personnel arranged and trained		832	1,500	500	500
6. Absentee voter applications processed		47,481	15,000	25,000	25,000
PRODUCTIVITY					
1. Average cost per scheduled election conducted (57%)		\$172,796	\$11,944	\$270,744	\$270,744
2. Average cost per special election conducted (15%)		30,315	N/A	N/A	N/A
3. Cost per registered voter change processed (28%)		\$1.76	\$1.53	\$1.33	\$1.33
EFFECTIVENESS					
1. Percent of program objectives accomplished		0	1	0	0
ANALYSIS:					
<div><div><p>Total FY11 appropriations for the Elections Department are recommended to decrease 17.4% under current budgeted levels. Non-salary costs are recommended to decrease 24.8% under current budgeted levels.</p><p>The primary reason for appropriation changes from current budget levels is that there will be one county-wide election for FY11 as compared to 26 school board and city elections for FY10.</p><p>Revenues are recommended to decrease 99.7% under FY10 budgeted amounts for the total department.</p><p>The primary reasons for the revenue change from FY10 budget levels is that there will be no reimbursable election expenses for FY11.</p><p>There are no organizational change requests for the Elections Department .</p><p>The Election Departmental budget supports the County's Target Issues and Management Agenda as follows:</p><p>1) reduced costs for the 2009 city elections by \$12,053 resulting in a Wall of Savings actual cash savings of the same amount</p></div><div><p>2) departmental reorganization has resulted in reduced employee expenses for both FY10 and FY11.</p><p>Several PPB Indicators are highlighted as follows: The number of special elections to be conducted (W.2) is generally budgeted at zero. Since the number of special elections is successful experiment with electronic poll book an unknown, and the costs of these elections during FY10. The data from the experimer are reimbursable, the net financial impact of showed significant potential for cost savings in adding them to the budget is zero. Therefore temporary employees and overtime. The Auditor it has been the practice of the Board to amend intends to begin a broader introduction of th the budget to allow for these costs after they program into 20 plus precincts and for use a have been identified and incurred. satellite voting locations in FY11. We anticipat Productivity indicator P.2 is also affected by that there will be competitive races for governo this situation. Since no special elections are and US Senator which will drive up voter turn ou budgeted it is impossible to assign an average so that savings should be seen in FY11 cost at this time.</p><p>Further, the Elections Department ha undergone some staffing changes resulting in a temporary decrease of 0.5 FTE. The Auditor wi evaluate the impact of this change on election to decide if the change should be permanent.</p></div></div>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Elections (13B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
291-C Election Supervisor		1.00	1.00	1.00	1.00	1.00
191-C Senior Clerk III		2.00	1.00	1.00	2.00	2.00
141-C Clerk II		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		4.00	3.00	3.00	4.00	4.00
REVENUE SUMMARY:						
Intergovernmental		\$88,816	\$180,640	\$148,267	\$0	\$0
Fees and Charges		110	500	500	500	500
Fines, Forfeitures & Miscellaneous		-	-	-	-	-
TOTAL REVENUES		\$88,926	\$181,140	\$148,767	\$500	\$500
APPROPRIATION SUMMARY:						
Personal Services		\$381,426	\$342,786	\$313,926	\$300,009	\$300,009
Expenses		204,718	214,800	226,635	151,280	151,280
Supplies		20,156	17,300	18,800	23,700	23,700
TOTAL APPROPRIATIONS		\$606,300	\$574,886	\$559,361	\$474,989	\$474,989

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 maintain departmental FTE at 11.50					
2. To maintain workload percent as budgeted below.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Authorized personnel (FTE's)		11.50	11.50	11.50	11.50
2. Departmental budget		\$714,939	\$754,422	\$768,125	\$768,125
3. Organizations requiring liaison and coordination		20	20	20	20
WORKLOAD					
1. Percent of time spent on personnel administration		35%	35%	35%	35%
2. Percent of time spent on fiscal management		40%	40%	40%	40%
3. Percent of time spent on liaison, coordination and citizens request		25%	25%	25%	25%
PRODUCTIVITY					
1. Administration personnel as a percent of departmental personnel		13.04%	13.04%	13.04%	13.04%
EFFECTIVENESS					
1. Percent of program objectives accomplished		100%			
ANALYSIS:					
Total FY11 appropriations for the total department are recommended to increase 1.8% over current budgeted levels. Non-salary costs are recommended to decrease 16.1% over current budgeted levels for the total department. Revenues are recommended to decrease 16.4% over current budgeted amounts for the total department.		The primary reason for revenue changes from current budget levels is the decline in the economy which affects real estate property sales and transfer tax revenue.		Budget issues identified for further Board review during the budget process are as follows: Monitor requirements mandated by the Iowa DNR regarding electronic registrations for boats, snowmobiles and ATV's.	
For this program, non-salary costs are recommended to increase 2.381% over current budgeted amounts.		The primary reasons for appropriation changes from current budget levels are the decreases in the amount of supplies ordered, travel requirements, and maintenance of equipment projected.		This agency budget supports the County's Target Issues and Management Agenda by continuing to monitor operating cost and reduce them wherever possible.	
There are no organizational change requests for the department .					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Recorder Administration (26A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
X Recorder		1.00	1.00	1.00	1.00	1.00
496-A Operations Manager		0.50	0.50	0.50	0.50	0.50
TOTAL POSITIONS		1.50	1.50	1.50	1.50	1.50
REVENUE SUMMARY:						
Miscellaneous		\$0	\$50	\$50	\$50	\$50
TOTAL REVENUES		\$0	\$50	\$50	\$50	\$50
APPROPRIATION SUMMARY:						
Personal Services		\$143,731	\$145,970	\$147,672	\$148,431	\$148,431
Expenses		2,780	2,700	1,765	1,765	1,765
Supplies		6				
TOTAL APPROPRIATIONS		\$146,517	\$148,670	\$149,437	\$150,196	\$150,196

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 38,000 real estate transactions.					
2. To complete 4,100 transfer tax transactions.					
3. To process 4,200 conservation license, recreational registration, titles and liens					
4					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Real estate and UCC transactions requested		36,706	36,500	38,000	38,000
2. Transfer tax requests		3,304	4,000	4,100	4,100
3. Conservation license and recreational vehicle reg requests		4,291	13,300	4,200	4,200
WORKLOAD					
1. Total amount of real estate revenue collected		\$851,002	\$850,000	\$870,000	\$870,000
2. Total amount of real estate transfer tax revenue collected		\$860,609	\$1,060,000	\$1,067,947	\$1,067,947
3. Total of conservation lic and rec. vehicle ,reg, title and liens		\$82,306	\$276,000	\$80,500	\$80,500
PRODUCTIVITY					
1. Cost per real estate transactions processed		\$ 9.96	\$10.52	\$10.34	\$10.34
2. Cost per real estate transfer tax transaction processed		\$1.25	\$1.10	\$1.08	\$1.08
3. Cost per conservation lic, rec. vehicle reg, title and liens		\$10.11	\$3.47	\$11.10	\$11.10
EFFECTIVENESS					
1. Real estate and UCC revenue retained by county		\$851,002	\$850,000	\$870,000	\$870,000
1. Percent of program objectives accomplished		\$148,453	\$200,000	\$184,500	\$184,500
3. Conservation license, ATV/Snow Boat revenue retained by county		\$13,908	\$23,150	\$13,300	\$13,300
ANALYSIS:					
Total FY11 appropriations for the total department are recommended to increase 1.8% over current budgeted levels. Non-salary costs are expected to decrease 16.1% over current budgeted levels for the total department. Revenues are expected to decrease 5.7% over current budgeted amounts for the total department.		The primary reason for revenue changes from current budget levels for this department is the decline in the economy causing real estate recordings to decline. The primary reasons for appropriation changes from current budget levels is a slight (2.1%) increase in personal services.		This agency budget supports the County's Target Issues and Management Agenda by reducing operating cost when ever necessary.	
For this program, non-salary costs are recommended to decrease 16.8% over current budgeted amounts.					
There are no organizational change requests for the department .					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Public Records (26B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Y Second Deputy		1.00	1.00	1.00	1.00	1.00
496-A Operations Manager		0.50	0.50	0.50	0.50	0.50
191-C Real Estate Specialist		1.00	1.00	1.00	1.00	1.00
162-C Clerk III		1.00	1.00	1.00	1.00	1.00
141-C Clerk II		3.50	3.50	3.50	3.50	3.50
TOTAL POSITIONS		7.00	7.00	7.00	7.00	7.00
REVENUE SUMMARY:						
Fees and Charges		\$1,055,884	\$1,182,140	\$1,109,350	\$1,105,300	\$1,105,300
Use of Money/Property		2,341	5,000	-	-	-
Miscellaneous		3,079	2,900	2,900	2,900	2,900
TOTAL REVENUES		\$1,061,304	\$1,190,040	\$1,112,250	\$1,108,200	\$1,108,200
APPROPRIATION SUMMARY:						
Personal Services		\$402,691	\$424,349	\$427,639	\$433,154	\$433,154
Expenses		598	1,850	1,660	1,660	1,660
Supplies		9,763	11,200	9,200	9,200	9,200
TOTAL APPROPRIATIONS		\$413,052	\$437,399	\$438,499	\$444,014	\$444,014

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 13,200 certified copies of vital records.					
2. To process 1,200 marriage applications.					
3. To register 4,300 births and deaths					
4. To process 1,400 passports					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Vital records (birth, death, marriage) certified copies requested		14,617	15,600	13,200	13,200
2. Marriage applications processed		1,288	1,300	1,200	1,200
3. Vital records registration (birth and death)		4,291	4,300	4,300	4,300
4. Passport applications processed		1,134	1,100	1,400	1,400
WORKLOAD					
1. Total amount of vital records certified copies revenue collected		\$198,780	\$213,900	\$179,500	\$179,500
2. Total amount of marriage application revenue collected		\$45,315	\$45,500	\$40,000	\$40,000
3. Total amount of vital records (birth, death) revenue collected		N/A	N/A	N/A	N/A
4. Total amount of Passport application revenue collected		\$35,302	\$34,100	\$43,400	\$43,400
PRODUCTIVITY					
1. Cost per vital records certified copy processed		\$6.80	\$6.91	\$8.43	\$8.43
2. Cost per marriage application processed		\$12.06	\$12.95	\$14.49	\$14.49
3. Cost per vital records (birth, death) registered		\$7.24	\$7.83	\$8.09	\$8.09
4. Cost per Passport application processed		\$6.85	\$7.65	\$6.21	\$6.21
EFFECTIVENESS					
1. Percent of program objectives accomplished		\$53,118	\$56,440	\$53,080	\$53,080
2. Marriage application revenue retained by county		\$5,152	\$5,200	\$4,800	\$4,800
3. Passport application revenue retained by county		\$35,302	\$38,000	\$43,400	\$43,400
ANALYSIS:					
For this program, non-salary costs are recommended to increase 0.00% over current budgeted amounts.		The primary reason for the revenue change from current budget levels is an increase in the number of passport applications accepted.		This agency budget supports the County's Target Issues and Management Agenda by continuing to monitor operating costs.	
There are no organizational change requests for this department .		The primary reason for appropriation changes from current budget levels is a reduction in the supplies required to process paperwork.			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Vital Records (26D)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
191-C Vital Records Specialist		1.00	1.00	1.00	1.00	1.00
141-C Clerk II		2.00	2.00	2.00	2.00	2.00
TOTAL POSITIONS		3.00	3.00	3.00	3.00	3.00
REVENUE SUMMARY:						
Fees and Charges		\$93,568	\$92,640	\$99,640	\$101,280	\$101,280
TOTAL REVENUES		\$93,568	\$92,640	\$99,640	\$101,280	\$101,280
APPROPRIATION SUMMARY:						
Personal Services		\$151,029	\$164,753	\$165,253	\$170,315	\$170,315
Expenses		721	600	600	600	600
Supplies		3,621	3,000	3,000	3,000	3,000
TOTAL APPROPRIATIONS		\$155,371	\$168,353	\$168,853	\$173,915	\$173,915

SERVICE AREA: Government Services to Residents		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 \$1,170,000 of motor vehicle revenue.				
2. To process at least 65% of all motor vehicle plate fees at the Administrative Center.				
3. To process at least 85% of all motor vehicle title & security interest fees at the Administrative Center.				
PERFORMANCE INDICATORS	2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND				
1. Number of motor vehicle renewal notices issued	110,323	110,000	111,000	111,000
2. Number of title and security interest transactions	66,597	68,000	68,000	68,000
3. Number of duplicates and additional fees requested	4,803	5,500	5,500	5,500
4. Number of junking certificates & misc transactions requested	13,943	15,000	15,000	15,000
5. Total dollar motor vehicle plate fees received-Courthouse	\$14,352,094	\$14,400,000	\$14,500,000	\$14,500,000
6. Total \$ motor vehicle title & security int fees received-Courthouse	\$12,998,276	\$13,000,000	\$13,250,000	\$13,250,000
WORKLOAD				
1. Number of vehicle renewals processed	158,243	158,000	160,000	160,000
2. Number of title & security interest transactions processed	66,597	68,000	68,000	68,000
3. Number of duplicates and additional fees issued	4,803	5,500	5,500	5,500
4. Number junking certificates & misc transactions processed	13,943	15,000	15,000	15,000
5. Total dollar motor vehicle plate fees processed-Courthouse	\$14,352,094	\$14,400,000	\$14,500,000	\$14,500,000
6. Total \$ motor vehicle title & security int fees processed-Courthouse	\$12,998,276	\$13,000,000	\$13,250,000	\$13,250,000
PRODUCTIVITY				
1. Cost per renewals processed (25%)	\$0.701	\$0.743	\$0.709	\$0.709
2. Cost per title & security interest transaction (50%)	\$3.33	\$3.01	\$3.34	\$3.34
3. Cost per duplicate and/or additional fee (15%)	\$13.85	\$12.81	\$12.37	\$12.37
4. Cost per junking certificate & misc transactions (10%)	\$3.18	\$3.13	\$3.02	\$3.02
5. Total \$ motor vehicle plate fees processed/window/clerk/day	\$9,830	\$8,281	\$9,667	\$9,667
6. Total \$ motor vehicle title & security Int fees proc/window/clerk/day	\$8,903	\$8,906	\$8,833	\$8,833
EFFECTIVENESS				
1. Percent of program objectives accomplished	\$1,151,880	\$1,147,000	\$1,172,000	\$1,172,000
2. Percent of total motor vehicle plate fees processed at Courthouse	72.03%	70.00%	70.00%	70.00%
3. Percent of total motor vehicle title & security int fees proc-Courthouse	84.70%	87.00%	87.00%	87.00%
ANALYSIS:				
<div><div><p>For the Treasurer's Motor Vehicle program, non-salary costs are recommended to decrease 1.8% from current budgeted amounts. Revenues are recommend to increase 6.8% from current budgeted amounts.</p><p>The primary reason for revenue changes from current budget levels are expected increases to motor vehicle registration fees. For many years motor vehicle revenues increased by an average of 4% per year but that trend had reversed during the recent past. For four years motor vehicle revenues have been static or actually declined until FY09, which showed a 4.5% increase. The amount of fees collected per transaction are legislated by the State of Iowa and a significant change for the budget year under review involves registration for trucks. Most trucks (2010 models and newer) will now pay registration fees based on value, as opposed to an arbitrary fee. This will have a positive effect</p></div><div><p>on MV revenue retained by the County (E.1) but no estimations are available.</p><p>There were no organizational change requests for this program.</p><p>PPB Indicators for this program are consistent with previous years except for some minor exceptions. The total dollar amount of motor vehicle plate fees processed (W.5) shows a small increase from FY09 actuals.</p><p>The amount of motor vehicle revenue retained by the County shows a 1.7% increase over FY09 actual and this figure is \$25,000 higher than the original budget for FY10.</p><p>The number of vehicle renewals processed (W.1) has been unavailable from the State's MV computer system for several years however the office has recently found access to this information and will begin reporting again in future quarterly reports.</p><p>There are no budget issues requiring further Board review associated with this program.</p></div></div>				

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Motor Vehicle Courthouse (30C)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
556-A Operations Manager		0.30	0.30	0.30	0.30	0.30
298-A Motor Vehicle Supervisor		1.00	1.00	1.00	1.00	1.00
141-C Clerk II		6.80	6.80	6.80	6.80	6.80
TOTAL POSITIONS		8.10	8.10	8.10	8.10	8.10
REVENUE SUMMARY:						
Fees and Charges		\$1,158,221	\$1,103,565	\$1,153,530	\$1,178,530	\$1,178,530
Miscellaneous		-	-	-	-	-
TOTAL REVENUES		\$1,158,221	\$1,103,565	\$1,153,530	\$1,178,530	\$1,178,530
APPROPRIATION SUMMARY						
Personal Services		\$414,890	\$442,509	\$391,156	\$427,085	\$427,085
Expenses		2,095	4,230	3,730	3,730	3,730
Supplies		26,500	22,800	22,800	22,800	22,800
TOTAL APPROPRIATIONS		\$443,485	\$469,539	\$417,686	\$453,615	\$453,615

SERVICE AREA: Government Services to Residents		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 4.5% of all property tax payments.				
2. To process at least 25% of all motor vehicle plate fees.				
3. To process at least 13% of all motor vehicle title & security interest fees.				
PERFORMANCE INDICATORS	2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND				
1. Total dollar property taxes received	\$10,519,927	\$11,700,000	\$11,700,000	\$11,700,000
2. Total dollar motor vehicle plate fees received	\$5,573,238	\$5,600,000	\$5,600,000	\$5,600,000
3. Total dollar motor vehicle title & security interest fees received	\$2,348,702	\$2,400,000	\$2,400,000	\$2,400,000
4. Number of voter registration applications requested	269	200	200	200
WORKLOAD				
1. Total dollar property taxes processed	\$10,519,927	\$11,700,000	\$11,700,000	\$11,700,000
2. Total dollar motor vehicle plate fees processed	\$5,573,238	\$5,600,000	\$5,600,000	\$5,600,000
3. Total dollar motor vehicle title & security interest fees processed	\$2,348,702	\$2,400,000	\$2,400,000	\$2,400,000
4. Number of voter registration applications processed for Auditor	269	200	200	200
PRODUCTIVITY				
1. Total dollar property taxes processed/window clerk/day	\$7,910	\$9,000	\$9,000	\$9,000
2. Total dollar motor vehicle plate fees processed/window/clerk/day	\$4,190	\$4,308	\$4,308	\$4,308
3. Total \$ motor vehicle title & security int fees proc/window/clerk/day	\$1,766	\$1,846	\$1,846	\$1,846
EFFECTIVENESS				
1. Percent of program objectives accomplished	4.49%	5.00%	5.00%	5.00%
2. Percent total motor vehicle plate fees processed-General Store	27.97%	30.00%	30.00%	30.00%
3. Percent total motor vehicle title & security int fees proc-General Store	15.30%	13.00%	13.00%	13.00%
ANALYSIS:				
<div><div><p>For the Treasurer's County General Store program, non-salary costs are recommended to increase by only \$155 over current budgeted amounts. There are no budgeted revenues associated with this program.</p><p>Since the FY02 budget year non-salary expenses have dropped from nearly \$41,000 to \$5,485. This large cost reduction was due to a collaborative effort with the State of Iowa to locate our office within the State's existing drivers licensing site. This not only reduced our cost of operation but also provides our public with a convenient, one-stop location for all their automotive licensing needs.</p><p>While this arrangement has been seen as a benefit for the County, the State, and the public there is a possibility that it may be discontinued in the future. The State's DOT has stated a need for additional space and had recently asked the Treasurer to find a separate location for the County's satellite office. Through discussions with the State this possibility</p></div><div><p>has been delayed indefinitely but the Board needs to be aware that no permanent solution has been established at this time.</p><p>PPB indicators for this program are similar to past years and are recommended as submitted.</p></div></div>				

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: County General Store (30D)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
556-A Operations Manager		0.10	0.10	0.10	0.10	0.10
382-A County General Store Manager		1.00	1.00	1.00	1.00	1.00
162-C Clerk III		1.00	1.00	1.00	1.00	1.00
141-C Clerk II		2.00	4.00	4.00	4.00	4.00
TOTAL POSITIONS		4.10	6.10	6.10	6.10	6.10
REVENUE SUMMARY:						
Miscellaneous		\$45	\$0	\$0	\$0	\$0
TOTAL REVENUES		\$45	\$0	\$0	\$0	\$0
APPROPRIATION SUMMARY:						
Personal Services		\$348,460	\$352,300	\$372,567	\$371,957	\$371,957
Expenses		1,872	2,860	2,860	2,860	2,860
Supplies		468	2,470	2,625	2,625	2,625
TOTAL APPROPRIATIONS		\$350,800	\$357,630	\$378,052	\$377,442	\$377,442

ADMINISTRATION SERVICES

ADMINISTRATION (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 a ratio of administration personnel as a percent of total personnel at .75%.				
2. To schedule 350 meetings with individual department heads.				
3. To schedule 60 meetings with individual Board members.				
PERFORMANCE INDICATORS	2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND				
1. Authorized personnel (FTE's)	456.52	457.42	461.42	460.42
2. Units directly supervised	9	9	9	9
3. Dollar value of operating budget	\$60,435,040	\$64,002,170	\$71,181,534	\$71,181,534
4. Dollar value of Capital Improvement Plan (CIP)	\$4,119,136	\$15,155,197	\$3,833,658	\$3,833,658
5. Jurisdiction population	164,687	164,690	164,690	164,690
WORKLOAD				
1. Board of Supervisors meetings held	80	80	80	80
2. Scheduled meetings with individual Board members	63	60	60	60
3. Agenda items forwarded to Board of Supervisors	426	425	425	425
4. Scheduled meetings with individual department heads	380	350	350	350
5. Other scheduled meetings held	320	250	250	250
PRODUCTIVITY				
1. Management cost as a percent of County budget	0.52%	0.52%	0.52%	0.52%
2. Administration personnel as a percent of total personnel	0.77%	0.77%	0.77%	0.77%
EFFECTIVENESS				
1. Percent of program objectives accomplished	100%	100%	100%	100%
2. Percent of target issue action steps completed	48%	50%	75%	75%
3. Percentage of departments represented at dept head meetings	90%	80%	80%	80%
ANALYSIS:				
Total FY11 appropriations for the total department are recommended to increase 2.5% from the budget estimate levels. Non-salary costs are recommended to remain unchanged for the total department.				
PPB Indicators are in line with last year's actual. Target issue action steps are budgeted for 75% because this is a 2-year plan that ends December 2011.				

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: General Administration (11A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
A County Administrator		1.00	1.00	1.00	1.00	1.00
805-A Assistant County Administrator/HR Director		0.50	0.50	0.50	0.50	0.50
597-A Budget Manager		-	-	1.00	1.00	1.00
366-A Budget Coordinator		1.00	1.00	-	-	-
298-A Administrative Assistant		0.60	0.60	1.00	1.00	1.00
TOTAL POSITIONS		3.10	3.10	3.50	3.50	3.50
APPROPRIATION SUMMARY:						
Personal Services		\$539,629	\$424,403	\$438,322	\$449,484	\$449,484
Expenses		8,763	9,500	9,500	9,500	9,500
Supplies		2,033	2,800	2,800	2,800	2,800
TOTAL APPROPRIATIONS		\$550,425	\$436,703	\$450,622	\$461,784	\$461,784

SERVICE AREA: Interprogram Service		PROGRAM: Business/Finance (13D)			
ACTIVITY: Policy & Administration		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 \$4.05.					
2. To keep cost per time card processed below \$2.60.					
3. To keep cost per account center maintained below \$8.50.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Invoices submitted	28,807	30,000	30,000	30,000	
2. Employees on payroll	704	680	680	680	
3. Official Board meetings requiring minutes	44	50	50	50	
4. Accounting account/centers to be maintained	12,177	12,200	12,200	12,200	
WORKLOAD					
1. Invoices processed	28,807	30,000	30,000	30,000	
2. Time cards processed	40,284	40,300	40,300	40,300	
3. Board meetings minutes recorded	44	50	50	50	
4. Account/centers maintained	12,177	12,200	12,200	12,200	
PRODUCTIVITY					
1. Cost per invoice processed (35%)	\$4.05	\$4.26	\$4.02	\$4.02	
2. Cost per time card processed (30%)	\$2.48	\$2.72	\$2.56	\$2.56	
3. Cost per Board meeting minutes recorded (5%)	\$379.11	\$365.82	\$344.69	\$344.69	
4. Cost per account/center maintained (30%)	\$8.22	\$9.00	\$8.48	\$8.48	
EFFECTIVENESS					
1. Percent of program objectives accomplished	0	0	0	0	
ANALYSIS:					
<div><div>Total FY11 appropriations for the Business/Finance program are recommended to decrease 8.5% from current budgeted levels. Non-salary costs are recommended to decrease 4.4% from current budgeted levels.</div><div>The primary reason for appropriation changes from current budget is the reorganization of the Auditor's Office that has resulted in savings in personal services.</div><div>Revenues are recommended to remain flat as this department generates essentially no income.</div><div>There were no organizational change requests for the department.</div><div>This departmental budget supports the County's Target Issues and Management Agenda through a department reorganization which garnered savings in employee expenses in FY10 and FY11.</div></div> <div><div>The Business/Finance program is fairly static and as such the PPB indicators vary little from year to year. Other than slight variances in volume there is nothing to highlight and there are no budget issues associated with this program.</div><div>There are no significant issues requiring Board review. It is anticipated that this program will continue to pay the County's bills and the County's employees accurately and on time.</div></div>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Business/Finance (13D)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
677-A Accounting & Tax Manager		0.70	0.70	0.70	0.70	0.70
252-A Payroll Specialist		2.00	2.00	2.00	2.00	2.00
252-C Accounts Payable Specialist		1.50	1.50	1.50	1.50	1.50
177-A Official Records Clerk		0.90	0.90	0.90	0.90	0.90
TOTAL POSITIONS		5.10	5.10	5.10	5.10	5.10
REVENUE SUMMARY:						
Fees and Charges		\$203	\$300	\$396,815	\$0	\$0
TOTAL REVENUES		\$203	\$300	\$3,275	\$3,275	\$3,275
APPROPRIATION SUMMARY:						
Personal Services		\$328,020	\$365,495	\$396,815	\$333,810	\$333,810
Equipment		-	1,000	1,000	1,000	1,000
Expenses		1,598	3,775	3,275	3,275	3,275
Supplies		5,737	6,600	6,600	6,600	6,600
TOTAL APPROPRIATIONS		\$335,355	\$376,870	\$407,690	\$344,685	\$344,685

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 \$1.97.					
2. To keep cost per TIF District Administered \$598.52.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Parcels to be taxed		75,705	75,800	75,850	75,850
2. Real estate transactions requested		6,689	7,000	7,000	7,000
3. Tax Increment Financing Districts (TIF) within the County		54	69	75	75
4. Local budgets to be certified		49	49	49	49
WORKLOAD					
1. Parcels taxed		75,705	75,800	75,850	75,850
2. Real estate transactions processed		6,689	7,000	7,000	7,000
3. Tax Increment Financing Districts total valuation		\$330,211,484	\$369,081,487	\$371,369,162	\$371,369,162
4. Local budgets certified		49	49	49	49
PRODUCTIVITY					
1. Cost per parcels taxed (50%)		\$1.72	\$1.93	\$1.97	\$1.97
2. Cost per real estate transaction processed (20%)		\$7.79	\$8.35	\$8.55	\$8.55
3. Cost per TIF District Administered (15%)		\$723.74	\$635.68	\$598.52	\$598.52
4. Cost per local budget certified (15%)		\$797.56	\$895.15	\$916.00	\$916.00
EFFECTIVENESS					
1. Percent of program objectives accomplished		\$39,468	\$36,000	\$36,000	\$36,000
ANALYSIS:					
<div>Total FY11 appropriations for the Taxation program are recommended to increase 2% over current budgeted levels. Non-salary costs are recommended to decrease 9.1% from current budgeted levels for the program.</div> <div>The primary reason for the reduction in non-salary appropriations is lower funding for travel and schools of instruction.</div> <div>Revenues are recommended to decrease 15.4% under current budgeted amounts.</div> <div>The primary reason for the revenue changes from current budget levels is due a decrease in real estate transactions that have resulted in a decrease in transfer fees.</div> <div>There are no organizational change requests for the department.</div> <div>Indicators D.3, W.3, and P.3 track the growth and administrative cost of TIF districts within Scott County. The addition of this information is designed to keep the Board aware of the growing use of TIF financing and the subsequent loss of taxable valuation.</div> <div>This program's budget is very stable over time and there are no budget issues identified for this program.</div>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Taxation (13E)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Y Deputy Auditor-Tax		1.00	1.00	1.00	1.00	1.00
677-A Accounting & Tax Manager		0.30	0.30	0.30	0.30	0.30
268-A GIS Parcel Maintenance Technician		1.00	1.00	1.00	1.00	1.00
194-C Playroom Draftsman		-	-	-	-	-
177-C Tax Aide		2.00	2.00	2.00	2.00	2.00
TOTAL POSITIONS		4.30	4.30	4.30	4.30	4.30
REVENUE SUMMARY:						
Licenses and Permits		\$6,948	\$6,600	\$5,500	\$5,500	\$5,500
Fees and Charges		32,489	42,600	36,100	36,100	36,100
TOTAL REVENUES		\$39,437	\$49,200	\$41,600	\$41,600	\$41,600
APPROPRIATION SUMMARY:						
Personal Services		\$252,957	\$283,395	\$283,395	\$290,242	\$290,242
Equipment		5,463	1,000	1,000	1,000	1,000
Expenses		1,287	5,020	4,120	4,120	4,120
Supplies		829	3,900	3,900	3,900	3,900
TOTAL APPROPRIATIONS		\$260,536	\$293,315	\$292,415	\$299,262	\$299,262

SERVICE AREA: Interprogram Services		PROGRAM: Facility & Support Services Administration (15A)			
ACTIVITY: Central Services		ORGANIZATION: Facility & Support Services			
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 9.0%.					
2. To achieve at least 85% of departmental objectives.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Authorized positions		28.65	29.05	31.05	31.05
2. Annual Departmental budget		\$3,231,516	\$3,333,463		
3. Annual # of Capital projects managed		14	14	11	11
4. Annual cost of Capital projects managed		\$813,734	\$12,933,700	\$12,215,000	\$12,215,000
5. Annual # of external programs/grants/projects		N/A	1	2	2
6. Annual value of external programs/grants/projects		N/A	266,400	745,400	745,400
WORKLOAD					
1. Percent of workload - program management - Administration		20%	15%	15%	15%
2. Percent of workload - program management - Building Maintenance		10%	12%	12%	12%
3. Percent of workload - program management - Custodial Services		7%	10%	10%	10%
4. Percent of workload - Capital projects		24%	35%	35%	35%
5. Percent of workload - external programs/grants/projects/misc.		14%	12%	12%	12%
6. Percent of workload - program management - Support Services		13%	16%	16%	16%
PRODUCTIVITY					
1. Administrative cost as a percent of departmental budget		6.80%	7.00%	6.80%	6.80%
2. Administrative personnel as a percent of departmental personnel		6.98%	6.80%	6.45%	6.45%
3. Administrative cost per authorized position		\$3,836	\$4,307	\$4,142	\$4,142
4. Administrative cost per Capital project dollar cost.		\$0.0648	\$0.0064	\$0.0070	\$0.0070
5. Administrative cost per external program/grant/project		N/A	N/A	N/A	N/A
EFFECTIVENESS					
1. Percent of program objectives accomplished		N/A	N/A	N/A	N/A
2. Program performance budget objectives accomplished		90%	90%	90%	90%
3. Percent of department objectives accomplished		86%	90%	90%	90%
4. Percent of Capital projects completed on time		86%	85%	85%	85%
5. Percentile of internal Employee Satisfaction measurements		-	N/A	N/A	N/A
ANALYSIS:					
For the entire Department: Total FY11 appropriations for the total department are recommended to decrease 0.7% over current budgeted levels. Non-salary costs are recommended to decrease 7.5% over current budgeted levels for the total department. Revenues are recommended to increase 59.6% over current budgeted amounts for the total department.		The primary reasons for revenue changes from Budget issues identified for further Board current budget levels are: Projected reductions in review during the budget process are as reimbursements and service requests from state follows: None			
For this program, non-salary costs are recommended to decrease 2% over current budgeted amounts.		This departmental budget supports the County's Target Issues and Management Agenda as follows: FSS supports several current action items including the Green Team, Juvenile Court Services project, Courtroom Renovation project, Imaging program and the development of the County Sustainability direction.			
Organizational change requests for the department are as follows: One additional FTE for 15B (Maintenance) and one additional FTE for 15H (Custodial). Both positions support new SECC spaces.		Several PPB Indicators are highlighted as follows: Demand indicators for this program are up due to the SECC project during the current year and into fiscal year 2011.			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Facility & Support Services Admin (15A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
725-A Director of Facility and Support Services		1.00	1.00	1.00	1.00	1.00
417-A Project and Support Services Coordinator		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		2.00	2.00	2.00	2.00	2.00
REVENUE SUMMARY:						
Fees and Charges		\$180	\$150	\$150	\$100	\$100
Miscellaneous		896	816	1,000	1,000	1,000
TOTAL REVENUES		\$1,076	\$966	\$1,150	\$1,100	\$1,100
APPROPRIATION SUMMARY:						
Personal Services		\$206,034	\$210,644	\$218,279	\$222,905	\$222,905
Expenses		10,923	15,140	14,695	16,800	16,800
Supplies		3,914	5,034	3,075	2,975	2,975
TOTAL APPROPRIATIONS		\$220,871	\$230,818	\$236,049	\$242,680	\$242,680

SERVICE AREA: Interprogram Services		PROGRAM: Maintenance of Buildings & Grounds (15B)			
ACTIVITY: Central Services		ORGANIZATION: Facility & Support Services			
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 total maintenance cost per square foot at or below \$1.75.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Number of departments/agencies supported		32	32	33	33
2. Square feet of buildings maintained		454,170	460,170	491,170	491,170
3. Square feet of grounds maintained		606,955	600,955	660,955	660,955
4. Total square feet maintained		1,061,125	1,061,125	1,152,125	1,152,125
5. Number of locations maintained		12	12	12	12
WORKLOAD					
1. Number of outside requests for service		3,094	3,200	3,000	3,000
2. Number of preventive service calls		1,485	1,000	1,000	1,000
3. Total number of service calls		4,579	4,200	4,000	4,000
4. Total number of man-hours per period		14,110	14,750	14,750	14,750
PRODUCTIVITY					
1. Man hours per square foot		0.013	0.017	0.017	0.017
2. Staff cost per square foot		\$0.42	\$0.45	\$0.47	\$0.47
3. Total maintenance cost per square foot		\$1.520	\$1.600	\$1.467	\$1.467
4. Avg. # of external requests per location		256	267	260	260
5. Avg # of preventive service calls per location		124	90	100	100
6. Avg # of service calls per department/agency		144	131	125	125
EFFECTIVENESS					
1. Percent of program objectives accomplished		N/A	N/A	N/A	N/A
ANALYSIS:					
For the entire Department: Total FY11 appropriations for the total department are recommended to decrease .7% over current budgeted levels. Non-salary costs are recommended to decrease 7.5% over current budgeted levels for the total department. Revenues are recommended to increase 59.6% over current budgeted amounts for this program due in large part to reimbursements from the new Scott Emergency Communication Center that will substantially increase overall revenue amounts.		For this program revenues are expected to be up over 220% due to new reimbursements from the new Scott Emergency Communications Center that will offset new costs.		Budget issues identified for further Board review during the budget process are as follows: None	
For this program, non-salary costs are recommended to decrease 6.5% over current budgeted amounts. Organizational change requests for the department are as follows: One additional FTE was requested to accommodate the new SECC spaces and grounds.		Several PPB Indicators are highlighted as follows: Demand indicators will change as the new SECC spaces are brought on line during this fiscal year. Productivity indicators will, however, remain consistent as new resources should match the new demand well.		This departmental budget supports the County's Target Issues and Management Agenda as follows: This program is actively involved in our "green" efforts and will be involved in both renovation projects scheduled for the current fiscal year.	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Maintenance of Buildings & Grounds (15B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
300-A Maintenance Coordinator		1.00	1.00	1.00	1.00	1.00
268-C Maintenance Electronic System Technician		1.00	2.00	2.00	2.00	2.00
268-C Maintenance Specialist		4.00	4.00	4.00	4.00	4.00
182-C Maintenance Worker		2.00	2.00	2.00	2.00	2.00
91-C Courthouse Security Guard		-	-	-	-	-
83-C General Laborer		0.50	0.50	-	-	-
TOTAL POSITIONS		8.50	9.50	9.00	9.00	9.00
REVENUE SUMMARY:						
Intergovernmental		\$49,861	\$39,500	\$39,500	\$140,437	\$140,437
Miscellaneous		2,493	3,650	4,372	3,600	3,600
Sales General Fixed Assets		-	1,500	500	500	500
TOTAL REVENUES		\$52,354	\$44,650	\$44,372	\$144,537	\$144,537
APPROPRIATION SUMMARY:						
Personal Services		\$448,146	\$503,270	\$542,498	\$542,498	\$542,498
Equipment		8,592	10,000	10,000	10,000	10,000
Expenses		1,084,262	1,061,189	1,050,425	1,050,425	1,050,425
Supplies		128,968	85,445	87,020	87,020	87,020
TOTAL APPROPRIATIONS		\$1,669,968	\$1,659,904	\$1,689,943	\$1,689,943	\$1,689,943

SERVICE AREA: Interprogram Services		PROGRAM: Custodial Services (15H)		
ACTIVITY: Central Services		ORGANIZATION: Facility & Support Services		
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 total custodial cost per square foot at or below \$2.60.				
PERFORMANCE INDICATORS	2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND				
1. Number of departments/agencies supported	30	30	31	31
2. Square feet of buildings maintained	199,805	199,805	230,805	230,805
3. Number of remote sites serviced	2	2	2	2
WORKLOAD				
1. Man hours - total per period	20,406	23,000	25,080	25,080
2. # of hard surface floor maintenance units performed	668,355	700,000	700,000	700,000
3. # of carpet floor maintenance units performed	241,250	220,000	220,000	220,000
4. # of client worker hours supervised	4,964	3,000	3,000	3,000
PRODUCTIVITY				
1. Man hours per square foot	0.102	0.115	0.109	0.109
2. Custodial staff cost per square foot	\$2.41	\$2.54	\$2.35	\$2.35
3. Total custodial cost per square foot	\$2.590	\$2.720	\$2.504	\$2.504
EFFECTIVENESS				
1. Percent of program objectives accomplished	N/A	N/A	N/A	N/A
ANALYSIS:				
Total FY11 appropriations for the total department are recommended to decrease 0.7% over current budgeted levels. Non-salary costs are recommended to increase 7.5% over current budgeted levels for the total department.		Several PPB Indicators are highlighted as follows: Man-hours per square foot will decline slightly as the additional square footage of the new SECC building comes on line during the second half of the fiscal year. Workload indicators are not affected by the new spaces until the following fiscal year.		
Organizational change requests for this program includes one additional FTE to accommodate new SECC spaces.		Budget issues identified for further Board review during the budget process are as follows: None.		
		This departmental budget supports the County's Target Issues and Management Agenda as follows: The custodial program provides the man power for the in-building recycling efforts and will be heavily involved in the new SECC project as it comes on line.		

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Custodial Services (15H)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
238-A Custodial & Security Coordinator		-	-	1.00	1.00	1.00
238-A Custodial Coordinator		1.00	1.00	-		
162-C Lead Custodial Worker		2.00	2.00	2.00	2.00	2.00
130-C Custodial Worker		8.15	7.60	7.60	8.60	8.60
TOTAL POSITIONS		11.15	10.60	9.60	10.60	10.60
REVENUE SUMMARY:						
Miscellaneous		\$89	\$162	\$100	\$100	\$100
TOTAL REVENUES		\$89	\$162	\$100	\$100	\$100
APPROPRIATION SUMMARY:						
Personal Services		\$482,419	\$499,731	\$501,503	\$542,493	\$542,493
Equipment		4,280	6,600	2,600	-	-
Expenses		2,375	2,950	2,850	2,250	2,250
Supplies		29,987	31,000	30,802	33,302	33,302
TOTAL APPROPRIATIONS		\$519,061	\$540,281	\$537,755	\$578,045	\$578,045

SERVICE AREA: Interprogram Services		PROGRAM: Support Services (15J)			
ACTIVITY: Central Services		ORGANIZATION: Facility & Support Services			
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 850 purchase requisitions.					
2. To keep cost per copy made below \$.06 per copy average between color and B/W.					
3. To save \$13,000 due to presorting outgoing mail.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Purchase requisitions received		1,011	N/A	N/A	N/A
2. Number of pieces of outgoing mail		611,352	650,000	650,000	650,000
3. Requests for copies (Print Shop) - County/other		651/267	750 / 200	750 / 200	750 / 200
4. Number of documents printed/processed for other departments		69	-	-	-
5. Number of pages of documents imaged		899,403	745,000	745,000	745,000
6. Number of departments requesting imaging services		7	6	6	6
WORKLOAD					
1. Number of purchase orders issued		1,009	500	500	500
2. Number of pieces of mail pre-sorted		534,148	465,000	465,000	465,000
3. Number of copies- (Print Shop)		2,086,766	1,300,000	1,300,000	1,300,000
4. Number of WP documents /HR application entries for other depts		69	-	0	0
5. Number of pages of documents imaged		899,403	745,000	745,000	745,000
6. Number of document types being imaged for all departments		60	63	63	63
PRODUCTIVITY					
1. Average dollar amount per purchase order		\$3,114	\$2,500	\$2,500	\$2,500
2. Average cost per piece of outgoing mail		\$0.660	\$0.800	\$0.800	\$0.800
3. Cost per copy made (Print Shop)		\$0.036	\$0.050	\$0.050	\$0.050
4. Number of WP documents /HR application entries for other depts.		69	-	-	-
5. Hours spent on imaging- including quality control and doc prep		2,522	2,000	2,400	2,400
6. Number of boxes sent to 30 day holding/warehouse		241	230	230	230
EFFECTIVENESS					
1. Percent of program objectives accomplished		\$3,141,651	\$8,000,000	\$6,000,000	\$6,000,000
2. Dollar amount saved between delivered price - median bid		\$639,494	\$40,000	\$50,000	\$50,000
3. Dollar amount saved by using pre-sort		\$13,536	\$13,000	\$13,000	\$13,000
4. Percent of outgoing mail pre-sorted		87%	90%	88%	88%
5. Dollar value of NAEIR items received		\$15,714	\$8,000	\$10,000	\$10,000
ANALYSIS:					
Total FY11 appropriations for the total department are recommended to decrease 0.7% over current budgeted levels. Non-salary costs are recommended to decrease 7.5% over current budgeted levels for the total department. Revenues are recommended to decrease 10% over current budgeted amounts for the total department. This projected reduction is due to expected cut backs from state offices.		While we plan to educate our internal customers about the services that the print shop and mail room can provide, and provide like information to our current external customers, we did not project either a revenue increase or decrease this fiscal year.		This departmental budget supports the County's Target Issues and Management Agenda as follows:	
For this program, non-salary costs are recommended to decrease 9.6% over the previous year.		Several PPB Indicators are highlighted as follows: W1, P1, and E1 have all changed significantly as we continue to educate staff on the use of Pcards, freeing the Purchasing Specialist to look into areas that will allow us the most value for time spent. Additionally we found that the method used to track some of these indicators, by our previous incumbent were no longer valid performance measures.		Sustainability Goal- The print shop has been a big proponent of double sided printing, utilizing black and white, and recycling whenever possible. Additionally, this program area completed necessary research to allow us to switch to a remanufactured printer cartridge product which emphasizes recycling but also realizes a huge cost savings .	
There are no organizational change requests for this department program.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Support Services (15J)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
252-A Purchasing Specialist		1.00	1.00	1.00	1.00	1.00
177-C Senior Clerk		1.00	1.00	1.00	1.00	1.00
141-C Clerk II/Support Services		2.00	2.00	2.00	2.00	2.00
141-C Clerk II/Scanning		3.00	3.00	3.00	3.00	3.00
TOTAL POSITIONS		7.00	7.00	7.00	7.00	7.00
REVENUE SUMMARY:						
Intergovernmental		\$122,960	\$105,000	\$97,600	\$102,600	\$102,600
Fees and Charges		11,716	13,000	13,500	13,500	13,500
Miscellaneous		161	500	100	100	100
TOTAL REVENUES		\$134,837	\$118,500	\$111,200	\$116,200	\$116,200
APPROPRIATION SUMMARY:						
Personal Services		\$346,053	\$339,062	\$341,996	\$351,952	\$351,952
Equipment		951	2,500	-	750	750
Expenses		412,438	432,000	395,900	395,850	395,850
Supplies		70,589	60,225	51,000	50,800	50,800
TOTAL APPROPRIATIONS		\$830,031	\$833,787	\$788,896	\$799,352	\$799,352

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 & departments 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 100% of grievances without outside arbitration.					
2. To conduct 35 training sessions with 380 in attendance.					
3. To resolve 100% of arbitrated disputes in the County's favor.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Employee bargaining units	5	5	5	5	
2. Position vacancies/# classifications/# departments	34/200/15	30/200/15	30/205/15	30/205/15	
3. Eligible benefits enrollees	425	425	475	475	
4. Authorized personnel (FTE's)	453.12	450.00	450.00	450.00	
5. Discrimination complaints received	0	2	-	-	
6. Training requests - mandatory/voluntary	1/20	6/25	1/5	1/5	
WORKLOAD					
1. Contracts negotiated/grievances and disputes received	3/6	3/10	4/10	4/10	
2. # Jobs posted/interviews conducted/job-dept studies requested	74/222/21-0	70/200/21-0	70/200/21-0	70/200/21-0	
3. # of enrollment actions/# of extensive research inquiries	318/1	400/10	400/10	400/10	
4. Wage system administration actions	570	550	550	550	
5. # EEO complaints reviewed	1	2	-	-	
6. # training sessions conducted/# of employees served	22/239	50/450	25/225	25/225	
PRODUCTIVITY					
1. # of meetings related to labor relations	46	50	40	40	
2. # of vacancies filled/Number of job-dept studies completed	61/19-0	60/12-0	60/12-0	60/12-0	
3. % of time of HR staff spent in benefit administration	75%	60%	65%	65%	
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	\$247.81/\$90.45	\$500/\$100	\$250/\$100	\$250/\$100	
6. % of time of HR staff spent on EEO activities	4%	10%	4%	4%	
EFFECTIVENESS					
1. Percent of program objectives accomplished	100%	75%	100%	100%	
2. % jobs filled within 5 weeks of posting close date	70%	75%	75%	75%	
3. % enrollments without error/# inquiries responded to within 24 hours	98%/100%	100%/100%	100%/100%	100%/100%	
4. % wage admin actions without error	100%	100%	100%	100%	
5. % of substantiated EEO complaints/# hired in underutilized areas	0/4	0/4	0/4	0/4	
6. % of employees served in training/% rating delivery high	17%/75%	100%/85%	100%/85%	100%/85%	
ANALYSIS:					
<p>Total FY11 appropriations for the total department are recommended to decrease 0.4% from current budgeted levels. Non-salary costs are recommended to decrease 9.1% from current budgeted levels for the total department. Revenues are recommended to increase \$5,170 over current budgeted amounts for the total department.</p> <p>The decrease to non-salary appropriations for this program resulted from reductions to nearly every expense and supply line item. The largest single line item reduction was \$6,000 in recruitment funding. This savings was accomplished by using "lean" methods to reevaluate the usage of advertising expenses during recruitment of new employees.</p> <p>Non-salary costs for the current year of FY10 are projected to be below budget by \$5,650. The majority of the recommended savings came from a reduction in staff travel for the remainder of the year.</p> <p>Revenues for this program are increasing due to the new administrative fee of 2% that is</p>					
<p>charged to former employees utilizing COBF insurance.</p> <p>There were no organizational change requests submitted for the HR department.</p> <p>Several PPB Indicators are highlighted as follows: There will be 3 union contracts negotiated (W.1) in FY11 - The Secondary Roads (PPME) union, the Deputy Sheriff's Association, and AFSCME. The contracts will be negotiated during the current year to take effect at the beginning of FY11. It is anticipated that a new union will be established for the SECC employees during FY11.</p> <p>The number of meetings related to labor relations (P.1) is higher than the FY09 actual in part due to the aforementioned contract negotiations.</p> <p>The percent of time spent by staff in benefit administration (P.3) reflects the duties of the Benefit Coordinator position, not the entire HR staff.</p> <p>There are no budget issues identified for further Board review related to this program.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Human Resources Management (24A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
805-A Assistant County Administrator/HR Director		0.50	0.50	0.50	0.50	0.50
323-A Human Resources Generalist		2.00	2.00	2.00	2.00	2.00
198-A Benefits Coordinator		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		3.50	3.50	3.50	3.50	3.50
REVENUE SUMMARY:						
Miscellaneous		\$2,478	\$750	\$5,920	\$5,920	\$5,920
TOTAL REVENUES		\$2,478	\$750	\$5,920	\$5,920	\$5,920
APPROPRIATION SUMMARY:						
Personal Services		\$266,423	\$280,944	\$284,905	\$290,458	\$290,458
Expenses		106,873	118,500	113,900	108,450	108,450
Supplies		3,634	3,900	2,850	2,800	2,800
TOTAL APPROPRIATIONS		\$376,930	\$403,344	\$401,655	\$401,708	\$401,708

SERVICE AREA: Interprogram Services		PROGRAM: IT Administration (14A)			
ACTIVITY: Policy & Administration		ORGANIZATION: Information Technology			
PROGRAM MISSION: To provide responsible administrative leadership and coordination for the Information Technology Department and to assure stability of County technology infrastructure for Scott County Departments by providing dependable and timely network administration and application, GIS and web development resources.					
PROGRAM OBJECTIVES:					
1. To keep administrative costs as a percent of departmental budget at or below 6.75%.					
PERFORMANCE INDICATORS		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Authorized personnel (FTE's)		12	12	15	15
2. Departmental budget		1,299,245	1,428,666	2,027,646	2,027,646
3. Annual cost of Information Technology Capital Projects managed		1,033,456	TBD	TBD	TBD
WORKLOAD					
1. Percent of time spent on personnel administration		15%	15%	15%	15%
2. Percent of time spent on fiscal management		15%	15%	15%	15%
3. Percent of time spent on liaison activity and coordination		20%	20%	20%	20%
4. Percent of time spent on Information Technology Capital Projects		50%	50%	50%	50%
PRODUCTIVITY					
1. Administrative cost as a percent of departmental budget		9.6%	9.2%	8.0%	6.6%
2. Administrative personnel as a percent of departmental personnel		8.3%	8.3%	6.7%	6.7%
EFFECTIVENESS					
1. Percent of program objectives accomplished		1	1	1	1
2. Percentile of internal Employee Satisfaction measurements		TBD	TBD	TBD	TBD
ANALYSIS:					
<p>It is recommended that for budget year FY11 the IT department will absorb \$356,500 of appropriations that were formerly accounted for under Capital Improvements. These costs include funding for training, professional services, and software maintenance & licensing. Due to the size of this cost transfer the following analysis is net of the \$356,500 to allow for comparison to the previous budget year.</p> <p>Total FY11 appropriations for the total department are recommended to increase 16.3% (net of CIP transfer) over current budgeted levels. Non-salary costs are recommended to decrease 6.6% from current budgeted levels for the total department. Revenues are recommended to increase \$123,241 over current budgeted amounts for the total department.</p> <p>For the IT Administration program, non-salary costs are recommended to decrease 43.3% from current budgeted amounts. This is the 7th straight year requested non-salary funding for</p> <p>this program has remained static or decreased 12 hours a day as well as to relieve the The majority of the recommended decrease was : Network Systems Administrators of some reduction in travel expenses, however supply simpler desktop support responsibilities. were reduced as well. The final recommendation of these</p> <p>The large recommended increase in funding for organizational changes is pending a review by the department (D.2), net of CIP transfer, is due to the HR department. Capital projects for the current year and the for review by Human Resources. These request budget year under review have yet to be are as follows: The department has three determined. These figures will be added to the supervisory positions that direct the operations c indicators at a later date.</p> <p>programming, network support, and GIS. The The remaining budget indicators are in line department head is requesting that all three with the current year projections. It is noted positions be reviewed and Hay pointed at th that the department is developing an internal same level. satisfaction survey instrument (E.2) to be used</p> <p>Additionally, the department is requesting 3 new in the future to monitor and improve FTE's (D.1). Two of these positions would be b performance where needed.</p> <p>titled Network Systems Administrator II and would Budget issues identified for further Board serve as support for both the County and the ne review during the budget process include the SECC organization. The third requested ne IT CIP budget and the aforementioned position would be a Help Desk/Desktop Support organizational changes.</p> <p>Specialist and would include an upgrade of th current Help Desk Specialist position. This would allow the department to expand service hours to</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY					
PROGRAM: IT Administration (14A)	2008-09 ACTUAL	2009-10 BUDGET	2009-10 PROJECTED	2010-11 REQUEST	2010-11 ADOPTED
AUTHORIZED POSITIONS:					
725-A Information Technology Director	1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS	1.00	1.00	1.00	1.00	1.00
APPROPRIATION SUMMARY:					
Personal Services	\$122,878	\$125,700	\$128,642	\$130,537	\$130,537
Expenses	2,367	3,300	2,100	2,100	2,100
Supplies	4	1,200	450	450	450
TOTAL APPROPRIATIONS	\$125,249	\$130,200	\$131,192	\$133,087	\$133,087

SERVICE AREA: Interprogram Services		PROGRAM: Information Processing (14B)		
ACTIVITY: Central Services		ORGANIZATION: Information Technology		
PROGRAM MISSION: To provide dependable and efficient data and voice services for County employees by: 1) informing, educating, and empowering employees with technical knowledge; 2) researching, installing, and maintaining innovative computer and telephone solutions; and 3) implementing and supporting user friendly software systems.				
PROGRAM OBJECTIVES:				
1. To keep percent of completed work orders to total work orders above 95%.				
PERFORMANCE INDICATORS	2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND				
1. Number of Network Client Accounts (County-Other)	699-200	699-200	800-200	800-200
2. Number of E-mail Accounts (County-Other)	637-63	637-63	700-70	700-70
3. Number of Network Nodes (PC's-TC's-Printers-Servers)	679-90-180-67	679-90-180-67	760-90-190-75	760-90-190-75
4. Number of Telephones (Handsets-Faxes-Modems)	817-38-23	817-38-23	850-40-25	850-40-25
5. Number of LAN-WAN Edge Devices (Routers-Switches-Others)	15-76-25	15-76-25	15-80-25	15-80-25
WORKLOAD				
1. Custom Developed Applications (Zim-VB-DOS-Access)	22-4-4-2	22-4-4-2	22-4-4-2	22-4-4-2
2. Third Party Applications (Internal Support-External Support)	28-27	28-27	28-28	28-28
3. Number of Help Desk Contacts (Calls - E-mails)	4623-1997	4623-1997	5000-3000	5000-3000
4. Number of Opened Work Orders	1035	1035	1100	1100
5. Number of Outstanding Work Orders	49	49	50	50
PRODUCTIVITY				
1. Percent of Staff Time Spent on new systems implementation	30%	30%	50%	50%
2. Percent of Staff Time Spent on existing systems maintenance	50%	50%	30%	30%
3. Percent of Staff Time Spent on administration	10%	10%	10%	10%
4. Percent of Staff Time Spent on training	10%	10%	10%	10%
5. Number of Work Orders Closed Year-To-Date	1106	1106	1100	1100
EFFECTIVENESS				
1. Percent of program objectives accomplished	100%	100%	100%	100%
ANALYSIS:				
<p>For the Information Technology program non-salary costs are recommended to increase by 85.6% due the transfer of \$356,500 in costs from the Capital Improvements fund. Net of this transfer non-salary costs for this program would have decreased by 6.1%. Revenues are recommended to increase by more than 300%, or \$123,241.</p> <p>The recommended cost reductions, net of the CIP transfer, were accomplished by decreasing funding for travel/schools of instruction, maintenance of equipment, and supplies. Also, despite rising costs in most telephone line items, a significant cost reduction was achieved in overall telephone costs by efficiencies gained in a redesign of the WAN system. This redesign has allowed the department to replace a T1 point-to-point leased line connection with a fiber optic connection through the City of Davenport.</p> <p>The primary reason for the large increase in revenues is a new revenue from the Scott Emergency Communications Center. These monies are for cost reimbursements for service provided to SECC by the IT department.</p> <p>Revenue other than additions resulting from SECC remain constant from previous years budget levels.</p> <p>The primary reasons for appropriation change from current budget levels other than monies transferred from the CIP budget are:</p> <p>Cellular service costs increase \$15,000 (17%) to support additional data lines primarily in Sheriff Office and Conservation.</p> <p>Phone maintenance increase \$5,000 (16%) to support our aging phone system.</p> <p>Supply budget cut \$9,000 (72%) to meet budget reduction request.</p> <p>Maintenance budget cut \$5,000 (14%) to meet budget reduction request.</p> <p>Telephone-voice costs increase \$7,000 (11%) to reflect increasing costs.</p> <p>Telephone-data budget cut \$32,520 (40%) to reflect efficiencies gained through WAN redesign.</p> <p>Several PPB Indicators are highlighted as follows:</p> <p>Workload expectations remain high with 8000 help desk contacts (W.3) generating 1100 (W.4) work orders budgeted for the year.</p> <p>Productivity expectations remain high with 1100 work orders completed budgeted for the year (P.5).</p> <p>Effectiveness remains constant at 99% to 100% of work orders initiated year-to-date completed in that same time period (E.1).</p> <p>Budget issues identified for further Board review during the budget process include the IT CIP budget and the organizational changes described in 14A analysis.</p>				

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Information Technology (14B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
556-A Geographic Information Systems Coordinator		1.00	1.00	1.00	1.00	1.00
519-A Network Infrastructure Supervisor		1.00	1.00	1.00	1.00	1.00
511-A Senior Programmer Analyst		1.00	1.00	1.00	1.00	1.00
455-A Webmaster		1.00	1.00	1.00	1.00	1.00
445-A Programmer/Analyst II		2.00	2.00	2.00	2.00	2.00
406-A Network Systems Administrator		3.00	3.00	3.00	3.00	3.00
323-A GIS Analyst		1.00	1.00	1.00	1.00	1.00
187-A Help Desk Specialist		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		11.00	11.00	11.00	11.00	11.00
REVENUE SUMMARY:						
Intergovernmental		\$39,689	\$35,904	\$35,904	\$159,145	\$159,145
Fees and Charges		1,673	2,500	2,500	2,500	2,500
Miscellaneous		4,820	2,500	2,500	2,500	2,500
TOTAL REVENUES		\$46,182	\$40,904	\$40,904	\$164,145	\$164,145
APPROPRIATION SUMMARY:						
Personal Services		\$850,930	\$918,014	\$929,779	\$1,173,124	\$1,173,124
Equipment		552	1,500	1,000	1,000	1,000
Expenses		320,478	372,750	362,195	359,435	359,435
Supplies		2,034	14,500	4,500	4,500	4,500
TOTAL APPROPRIATIONS		\$1,173,994	\$1,306,764	\$1,297,474	\$1,538,059	\$1,538,059

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.				
PERFORMANCE INDICATORS	2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND				
1. Number of site visits/inspections to be performed	5	5	5	5
2. Number of auto accidents reported	16	16	16	16
3. Number of worker's compensation claims filed	28	25	25	25
4. Number of employees/departments served	135	140	135	135
5. Number of property claims reported	2	5	6	6
6. Number of liability claims/OSHA complaints reported	12/0	10/0	15/0	15/0
WORKLOAD				
1. Number of site visits/safety inspections conducted	5	5	5	5
2. Number of auto accidents investigated	16	16	16	16
3. Number of worker's compensation claims reviewed	48	50	50	50
4. Number of prevention/mitigation requests reviewed	135	140	135	135
5. Number of property claims investigated	2	5	6	6
6. Number of liability claims investigated/OSHA complaints resolved	18/0	10/0	15/0	15/0
PRODUCTIVITY				
1. Time spent on site visits/safety inspections	5%	5%	5%	5%
2. Time spent reviewing auto accidents	5%	5%	5%	5%
3. Time spent on reviewing worker's compensation claims	5%	5%	10%	10%
4. Time spent on reviewing prevention/mitigation items	75%	75%	60%	60%
5. Time spent on reviewing property claims	5%	5%	5%	5%
6. Time spent reviewing liability/OSHA complaints	5%	5%	15%	15%
EFFECTIVENESS				
1. Percent of program objectives accomplished	100%	100%	100%	100%
2. Dollar amount of worker's compensation claims	\$380,561	\$200,000	\$200,000	\$200,000
3. Dollar amount of auto claims	\$46,583	\$75,000	\$85,000	\$85,000
4. Dollar amount of property claims	\$8,431	\$30,000	\$30,000	\$30,000
5. Dollar amount of liability claims	\$2,238	\$40,000	\$50,000	\$50,000
ANALYSIS:				
<p>The Risk Manager, under the direction of the Assistant County Administrator, is responsible for the loss prevention and safety functions for the County. The mission for this department is to provide coordinated, timely, and thorough reviews of all claims, as well as to enact proactive training and programs to reduce the incidence of claims and potential losses.</p> <p>Actual dollars spent on judgments and claims that were finalized during FY09 are listed under effectiveness indicators (E.2 through E.5).</p> <p>Total payments made on judgments and claims vary greatly from year to year. Total payments made during FY09 and the four previous years are as follows: FY09 - \$437,813; FY08 - \$447,500; FY07 - \$425,427; FY06 - \$377,024; FY05 - \$266,799. The average amount of claim losses during the five-year period calculates to \$390,913. The average payout during this period was slightly above this years recommended budget due to large, one time settlements that were disbursed during both FY08 and FY09.</p> <p>Current year (FY10) projections are \$45,000 below the five year average based on data available at this time. The department doesn't foresee any large payouts during the remainder of the year.</p> <p>Claim losses for FY11 are recommended at \$365,000. This is slightly lower than the funding level approved for FY10 and is due to improvements made in the handling of initial worker's compensation evaluations.</p> <p>Overall, total non-salary costs for this program are recommended to decrease by 7.0%, or \$33,240, due primarily to the aforementioned reduction in budgeted work comp claims and a reduction in work comp insurance premiums.</p> <p>The funding of the Risk Management program continues to an area that requires intense Board scrutiny and therefore the entire program is a budget issue demanding further Board review.</p> <p>The remaining indicators are approved as submitted by the Risk Manager.</p>				

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Risk Management (23E)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
505-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		\$136	\$20	\$20	\$20	\$20
Miscellaneous		9,714	50,000	10,000	10,000	10,000
TOTAL REVENUE		\$9,850	\$50,020	\$10,020	\$10,020	\$10,020
APPROPRIATION SUMMARY:						
Personal Services		\$89,865	\$92,522	\$93,829	\$95,496	\$95,496
Expenses		1,052,801	1,097,790	995,250	1,065,100	1,065,100
Supplies		486	1,350	800	800	800
TOTAL APPROPRIATIONS		\$1,143,152	\$1,191,662	\$1,089,879	\$1,161,396	\$1,161,396

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 .37% of total county budget.					
2. To hold 80 Board of Supervisors meetings.					
3. To consider 425 agenda items.					
4. To deliberate 350 resolutions.					
PERFORMANCE INDICATORS		2008-09	2009-10	2010-11	2010-11
		ACTUAL	PROJECTED	REQUESTED	ADOPTED
DEMAND					
1. Board of Supervisor meetings scheduled		80	80	80	80
2. Dollar value of operating budget		\$60,435,040	\$64,002,170	\$71,181,534	\$71,181,534
3. Dollar value of Capital Improvement Plan (CIP)		\$4,119,136	\$15,155,197	\$3,833,658	\$3,833,658
4. Agenda items to be considered		426	450	450	450
5. Board and commissions requiring memberships		47	47	47	47
WORKLOAD					
1. Board of Supervisor meetings held		80	85	80	80
2. Number of resolutions deliberated		359	350	350	350
3. Agenda items considered		423	425	425	425
PRODUCTIVITY					
1. Departmental expenditures as a percent of total County expenditures		0.38%	0.30%	0.34%	0.34%
EFFECTIVENESS					
1. Percent of program objectives accomplished		0%	100%	100%	100%
2. Percent of target issue action steps completed.		48%	30%	75%	75%
3. Board members' attendance at authorized agency meetings		90%	90%	80%	80%
ANALYSIS:					
Total FY11 appropriations for the total department are recommended to increase 2.8% over current budgeted levels. Non-salary costs are recommended to decrease 10.1% over current budgeted levels for the total department.					
The primary reason for appropriation changes from current budget levels is a \$1,100 decrease in books/periodicals/ subscriptions due to eliminating the legislative service bureau subscription. This information can be obtained from ISAC's web site.					
PPB Indicators are in line with last year's actuals. Target issue action steps are budgeted for 75% because this is a 2-year plan that ends December 2011.					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Legislation & Policy (29A)		ACTUAL	BUDGET	PROJECTED	REQUEST	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		\$0	\$100	\$0	\$0	\$0
TOTAL REVENUES		\$0	\$100	\$0	\$0	\$0
APPROPRIATION SUMMARY:						
Personal Services		\$247,987	\$253,089	\$260,255	\$261,732	\$261,732
Expenses		10,328	10,900	10,700	10,700	10,700
Supplies		355	1,925	825	825	825
TOTAL APPROPRIATIONS		\$258,670	\$265,914	\$271,780	\$273,257	\$273,257

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		2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND					
1. Authorized personnel (FTE's)		28.6	27.6	27.6	27.6
2. Department budget		\$1,709,344	\$1,757,370	\$1,784,343	\$1,784,343
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		9.93%	10.20%	10.20%	10.20%
2. Administration personnel as a percent of departmental personnel		7%	6%	6%	6%
EFFECTIVENESS					
1. Percent of program objectives accomplished		54%	85%	85%	85%
ANALYSIS:					
<p>Total FY11 appropriations for the total department are recommended to decrease 1.8% from current budgeted levels. Non-salary costs are recommended to decrease 5.1% from current budgeted levels for the total department. Revenues are recommended to decrease 8.6% from current budgeted amounts for the total department.</p> <p>For this program, non-salary costs are recommended to decrease 5.0% from current budgeted amounts. This decrease is the result of a planned reduction in expenses related to the office's involvement in the statewide Treasurer's web payment portal.</p> <p>During the current year the department was presented with an opportunity to reorganize due to the retirement of a long-serving employee. With the realignment of jobs duties throughout the various Treasurer's programs one position was found that could be eliminated (D.1). This was the major reason for the reduction in total departmental appropriations.</p>		<p>The primary reason for the departmental revenue decline from current budget levels is the loss of interest earnings that will be discussed further under the Treasurer's Finance program. The Treasurer's Administration program does not budget for any revenues.</p> <p>The PPB Indicators are consistent with previous years and no budget issues were identified for this program.</p>			

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Treasurer Administration (30A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
X Treasurer		1.00	1.00	1.00	1.00	1.00
611-A Financial Management Supervisor		0.30	0.30	0.30	0.30	0.30
556-A Operations Manager		0.30	0.30	0.30	0.30	0.30
TOTAL POSITIONS		1.60	1.60	1.60	1.60	1.60
APPROPRIATION SUMMARY:						
Personal Services		\$163,501	\$169,237	\$169,737	\$172,072	\$172,072
Equipment		\$10	\$0	\$0	\$0	\$0
Expenses		5,737	8,680	8,180	8,180	8,180
Supplies		555	1,350	1,350	1,350	1,350
TOTAL APPROPRIATIONS		\$169,803	\$179,267	\$179,267	\$181,602	\$181,602

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 \$640,000 of penalties and costs on delinquent taxes.				
2. To collect 99.5% of taxes on current levy.				
3. To process at least 85% of all taxes by mail and Internet.				
PERFORMANCE INDICATORS	2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND				
1. Total number property tax/special assessment statements issued	181,657	188,000	188,000	188,000
2. Dollar value of tax certification	\$223,092,062	\$234,648,806	\$246,300,000	\$246,300,000
3. Number of tax certificates issued	2,592	1,800	1,800	1,800
4. Number of elderly tax credit applications	700	800	800	800
5. Total dollar property taxes received over counter	\$16,582,959	\$16,397,500	\$17,241,000	\$17,241,000
6. Total dollar property taxes received by mail/lock box	\$207,050,657	\$206,140,000	\$216,744,000	\$216,744,000
WORKLOAD				
1. Total # property tax/special assessment receipts processed	N/A	N/A	N/A	N/A
2. Dollar value of taxes collected on current year certification	\$221,733,449	\$233,475,562	\$245,068,500	\$245,068,500
3. Number of tax certificates redeemed	2,135	1,800	1,800	1,800
4. Number of elderly tax credits approved/processed by State	1,410	800	800	800
5. Total dollar property taxes processed over counter	\$16,582,959	\$16,397,500	\$17,241,000	\$17,241,000
6. Total dollar property taxes processed by mail/lock box	\$207,050,657	\$206,140,000	\$216,744,000	\$216,744,000
PRODUCTIVITY				
1. Cost per property tax/special assessment statement issued-94%	\$2.28	\$2.08	\$2.00	\$2.00
2. Cost per tax certificate issued and/or redeemed-3%	\$5.09	\$6.94	\$6.66	\$6.66
3. Cost per elderly tax credit application processed-3%	\$9.36	\$15.62	\$14.98	\$14.98
4. Average dollar property taxes processed/window clerk/day	\$11,358	\$10,248	\$10,776	\$10,776
EFFECTIVENESS				
1. Percent of program objectives accomplished	99.39%	99.50%	99.50%	99.50%
2. Total dollars of interest & penalties retained by County	\$660,266	\$565,000	\$645,000	\$645,000
3. Total dollars of state credits collected	\$5,740,737	\$5,130,000	\$5,000,000	\$5,000,000
4. Total dollars of abated and suspended taxes	\$901,145.34	\$800,000	\$800,000	\$800,000
5. Percent total property taxes processed over counter	7.08%	7.00%	7.00%	7.00%
6. Percent total property taxes processed by mail/lock box	88.43%	88.00%	88.00%	88.00%
ANALYSIS:				
For the Treasurer's Tax program, non-salary costs are recommended to decrease 4.7% from current budgeted amounts. This represents the 6th straight year non-salary appropriations for this program have been static or declined.		The number of property tax and special assessment receipts processed (W.1) can not be accurately determined at this time. The tax system no longer tabulates individual records when those records are processed as a list or batch. These forms of payments are now counted as a single transaction regardless of the number or records processed. The department is pursuing programming improvements to correct this deficiency.		
Revenues are recommended to increase by 13.8%, or \$100,000. This is due to additions in the amount of penalties and interest retained by the County. This assessment comes from the expectation for an increase in late tax payments due to prevailing economic conditions and a comparison of FY09 actual collections.		The total amount of abated and suspended taxes (E.4) for FY09 was high because of a court order lowering the assessment on 4 parcels owned by a single company. This one court order resulted in nearly \$260,000 of taxes being removed from the collectable rolls.		
There were no organizational change requests submitted for this program:		The remaining indicators are similar to past years and expected to remain consistent.		
Several PPB Indicators are highlighted as follows: The dollar value of taxes certified for collection (D.2) is determined by using a 5% growth factor. This figure does not include Gas & Electric Replacement taxes, which would add approximately \$8 million to the total.		This program has no budget issues for Board consideration.		

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Tax Collection (30B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
556-A Operations Manager		0.30	0.30	0.30	0.30	0.30
332-A Tax Accounting Specialist		0.50	0.50	0.50	0.50	0.50
177-A Senior Clerk		1.00	1.00	1.00	1.00	1.00
141-C Clerk II		6.80	6.80	6.80	6.80	6.80
TOTAL POSITIONS		8.60	8.60	8.60	8.60	8.60
REVENUE SUMMARY:						
Penalties & Interest on Taxes		\$847,456	\$725,000	\$745,000	\$825,000	\$825,000
Fees and Charges		175,305	170,625	170,625	170,625	170,625
Miscellaneous		5,256	9,000	8,000	7,000	7,000
TOTAL REVENUES		\$1,028,017	\$904,625	\$923,625	\$1,002,625	\$1,002,625
APPROPRIATION SUMMARY:						
Personal Services		\$417,265	\$440,655	\$386,506	\$369,382	\$369,382
Expenses		4,757	16,320	14,820	14,820	14,820
Supplies		17,927	15,300	15,300	15,300	15,300
TOTAL APPROPRIATIONS		\$439,949	\$472,275	\$416,626	\$399,502	\$399,502

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 2700 investment transactions.				
2. To keep the number of receipt errors below 200.				
3. To earn \$260,000.00 or more in investment income.				
PERFORMANCE INDICATORS	2008-09 ACTUAL	2009-10 PROJECTED	2010-11 REQUESTED	2010-11 ADOPTED
DEMAND				
1. Number of miscellaneous receipts received	3,729	3,700	3,800	3,800
2. Number of travel advances requested/parking tickets issued	277/92	200/100	250/100	250/100
3. Number of warrants/health claims drawn on bank for payment	14,546	16,000	16,000	16,000
4. Dollar value principle and interest due on bonds	\$1,366,930	\$1,368,528		
5. Number receipt errors detected during reconciliation process	240	200	200	200
6. Dollar amount available for investment annually	\$341,120,610	\$345,000,000	\$360,000,000	\$360,000,000
WORKLOAD				
1. Number miscellaneous receipts issued	3,729	3,700	3,800	3,800
2. Number travel advances issued/parking tickets paid/dismissed	277/69	200/100	250/100	250/100
3. Number warrants/health claims paid by Treasurer	14,546	16,000	16,000	16,000
4. Dollar value principle & interest paid on bonds	\$1,366,930	\$1,368,528		
5. Number receipt errors corrected during reconciliation process	107	100	100	100
6. Number of investment transactions processed	2,781	2,700	2,850	2,850
PRODUCTIVITY				
1. Cost per miscellaneous receipt issued (20%)	\$16.37	\$19.77	\$19.59	\$19.59
2. Cost travel advance issued (5%)	\$55.11	\$91.43	\$74.44	\$74.44
3. Cost per warrant processed (30%)	\$6.30	\$6.86	\$6.98	\$6.98
4. Cost per receipt error (10%)	\$127.21	\$182.87	\$186.09	\$186.09
5. Cost per investment transaction (30%)	\$32.94	\$40.64	\$39.18	\$39.18
EFFECTIVENESS				
1. Percent of program objectives accomplished	\$35,468,118	\$35,000,000	\$36,000,000	\$36,000,000
2. Total cash over (short) due to receipt error	\$327	(\$500)	(\$500)	(\$500)
3. Number checks returned-insufficient funds	334	500	500	500
4. Number motor vehicle & property tax refund checks issued	3,856	5,000	5,000	5,000
5. Total investment revenue from use of money/property	\$674,858	\$105,000	\$262,500	\$262,500
6. Treasurer's Office General fund investment revenue only				
ANALYSIS:				
<div><div><p>For the Treasurer's Accounting/Finance program, non-salary costs are recommended to decrease 7.4% from current budgeted amounts.</p><p>Revenues are recommended to decrease by 60.4% from current budgeted amounts.</p><p>The primary reason for the recommended appropriation change from current budget levels is a decrease to bank service charges, which also indirectly reflects the cost of the department's courier. The cost of bank crarges has decreased for several years due to the Treasurers pursuit of special pricing options with the County's primary banking institution.</p><p>Revenues for this program result from the investment of County funds (E.5). As we enter the second half of FY10 investment yields have been in a 36 month decline, resulting in greater than a 90% drop in money market rates during that period. It is noted that December '09 money market rates for the Treasurer were 0.35%.</p></div><div><p>Budget estimates for FY10 interest earnings have been lowered by \$560,000. Subsequent to the submission of budget figures for FY10 the Federal Reserve took the unprecedented action of lowering the target rate to a range of 0.0% to 0.25%, the lowest in history. This will continue to have a massive effect on investment earnings throughout the remainder of the current year.</p><p>The Federal Reserve recently stated that they will maintain the "exceptionally low levels of the federal funds rate for an extended period". Most forecasters believe this means well into the second half of the 2010 calendar year. With this in mind, the recommended interest income for FY11 was determined by using a weighted average rate of 0.75%.</p><p>There were no organizational change requests for this program.</p><p>There are two PPB indicators highlighted as follows: The dollar value of principal and interest due/paid on bonds (D.4 & W.4)</p></div><div><p>reflects the debt service on four bond issues: the Solid Waste Deposal Refunding Bonds, the Urban Renewal Refunding Bonds issued for the River Renaissance project, the GIS System Bonds, Emergency Services Communication Bonds. Other debt service payments made by the Treasurer's office are for the Certificates of Participation issued for the construction of the County golf course and the Jail Facilities Revenue bonds.</p></div></div>				

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2008-09	2009-10	2009-10	2010-11	2010-11
PROGRAM: Accounting/Finance (30E)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
611-A Financial Management Supervisor		0.70	0.70	0.70	0.70	0.70
332-A Tax Accounting Specialist		0.50	0.50	0.50	0.50	0.50
191-C Cashier		1.00	1.00	1.00	1.00	1.00
177-C Accounting Clerk		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		\$657,108	\$665,000	\$105,000	\$262,500	\$262,500
Miscellaneous		3,342	1,700	1,400	1,400	1,400
TOTAL REVENUES		\$660,450	\$666,700	\$106,400	\$263,900	\$263,900
APPROPRIATION SUMMARY:						
Personal Services		\$265,746	\$277,079	\$309,469	\$315,912	\$315,912
Expenses		38,451	58,620	54,220	54,220	54,220
Supplies		1,110	2,150	2,050	2,050	2,050
TOTAL APPROPRIATIONS		\$305,307	\$337,849	\$365,739	\$372,182	\$372,182

SUPPLEMENTAL INFORMATION

SUPPLEMENTAL INFORMATION

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BASIS OF ACCOUNTING

Scott County's accounting system for budgeting purposes is on the modified accrual basis of accounting using governmental fund types. The State of Iowa does require that all budget amendments be enacted one month prior to the end of the fiscal year. 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 (CAFR) of the County are based on generally accepted accounting principles, include the same funds (other than the entity-wide funds included in the CAFR), and meets the criteria set forth by the Government Finance Officers Association for its Certificate of Achievement for Excellence in Financial Reporting. The format includes basic fund types as follows:

MAJOR GOVERNMENTAL FUNDS (budgeted):

General Fund - This fund accounts for all transactions of the County that pertain to the general administration of the County and the services traditionally provided to its citizens. This includes law enforcement services, legal services, emergency services, juvenile justice administration services, physical health services, care of the mentally ill, care of the developmentally disabled, services to the poor, services to military veterans, services to the elderly, environmental quality services, conservation and recreation services, animal control services, county development services, representation (election) services, state administrative services, and various interprogram services such as policy and administration, central services, and risk management services.

Mental Health, MR & DD Fund - This fund accounts for state revenues allocated to the County to be used to provide mental health, mental retardation and developmental disability services. The Mental Health, MR & DD Fund is a special revenue fund.

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 or one-time uses of funds.

NONMAJOR GOVERNMENTAL FUNDS (budgeted): (the following funds are special revenue funds)

Rural Services Fund – To account for taxes levied to benefit the rural residents of the County.

Secondary Roads Fund – To account for State revenue allocated to the County to be used to maintain and improve the County's roads.

Recorder's Record Management Fund – To account for the added fee collected for each recorded transaction to be used for the purpose of preserving and maintaining public records.

BUSINESS-TYPE ACTIVITIES FUND (non-budgeted): These funds are utilized to account for operations and activities that are financed or operated in a manner similar to the private business enterprise, and where the cost of providing goods and services to the general public on a continuing basis is expected to be recovered primarily through user charges. The County accounts for its Glynn's Creek Golf Course at Scott County Park through the Golf Course Enterprise Fund.

The accounting of financial activities for the County and the budget appropriation process are additionally maintained in groups according to classifications required by the State of Iowa. Revenues are credited to individual fund types while expenditures are recorded according to service areas within specific funds for budgetary control purposes. This budget document was prepared according to these criteria. The following service areas are included in the budget:

- Public Safety and Legal Services
- Physical Health and Social Services
- Mental Health, MR & DD Services
- County Environment and Education Services
- Roads and Transportation Services
- Government Services to Residents
- Administration (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 Administration. Discussions with the County Administrator, Budget Coordinator, budget analysts, and department heads/agency directors begin.
December	Discussion with County Administrator, Budget Coordinator, budget analysts and department heads/agency directors continues.
January	Goal setting sessions by Board of Supervisors (every two years). Discussions with County Administrator and budget team. Presentation of Administration's Recommendation on the proposed budget.
February	Board of Supervisors intensive budget review.
March	Public hearing on proposed budget. Adoption of budget by Board of Supervisors by resolution. Certification of budget to County Auditor and State Department of Management.
April	Review by Office of Administration of possible budget amendment needs.
May	Proposed budget amendments to individual Service Areas presented to Board of Supervisors. Public hearing on proposed budget amendments. Board of Supervisors approval of amendments to current year budget by resolution.
June	Board of Supervisors set appropriations and authorized position levels for ensuing fiscal year.
July	New fiscal year begins

BUDGET PREPARATION PROCESS

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

The County's budgetary process begins nine months prior to July 1st, the beginning of the County's fiscal year. In early October the Board of Supervisors meets with the County Administrator and the Budget Coordinator 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 Administration and the Office of Human Resources provides personnel and wage information. The department head reviews the information to determine what level of appropriation will be required to provide the current level of services. Any additional service levels proposed to be provided to the general public at the request of either the department, County Administrator, or Board of Supervisors, are identified and highlighted during the budget review process.

Additionally, while analyzing expenditure requirements in order to support current service levels, the department is also requested to establish performance objectives for the upcoming fiscal year. These performance objectives relate to the service levels currently provided by the department's programs. Quarterly status reports on the progress being made toward the current year's performance objectives are also required and are forwarded to the Board of Supervisors throughout the fiscal year for their review and information. The County's 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 biennial target issues are reviewed mid-term for possible changes or refinements. A complete listing of the target issues appears in the Board Chairman and County Administrator's budget message included in the budget document.

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

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

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

The month of February is basically devoted to discussions with the Board of Supervisors. At the Board's first budget work session in February the respective budget analyst briefly reviews each program and, if appropriate, budget issues are identified and written on newsprint for further discussion at subsequent budget work sessions. In addition, each Board member, based on his own review of the budget materials or from budget discussions, identifies other budget issues and policy matters 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.

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.

BUDGET PREPARATION PROCESS

(Continued)

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

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.

BUDGET PREPARATION PROCESS

(Continued)

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 468.2

Median Age of Population 37.4

Miles of Roads and Streets:

Interstate Highways	90
State Highways	97
Non-Urban	394
Urban	<u>1094</u>
Total Miles	<u>1675</u>

Acres of Industrial Lands -unincorporated 396

Farming Acres 226,400

Number of Farms 730

County Employees:

Board Members	5
Elected Officials	5
Full time equivalents	457.52

Schools Within the County: Public Schools

Elementary	33
Junior High	9
Senior High	7
Total Students	27,399

Private Schools:

K-8	6
High School	1
Total Students	2,038

Higher Education:

University	2
Colleges	1
Junior College	1
Vocational Schools	3

Recreation: Parks

County Recreation Areas	8
Number of Acres	2,795

Golf Courses:

Private	2
Public	7
Municipal	3

Snowmobile Trails, Total Miles 86

State Wildlife Preserve Open to Public

Hunting and Fishing 2,785/Acres

Number of Lakes 5

Number of Boat Launches 4

Number of Beaches 2

Number of Swimming Pools 1

Number of Zoos 0

Number of Baseball Diamonds 2

Public Safety:

County Sheriff Department	1
City Police Department	5
Fire Department:	
Full-time	2
Volunteer	11
Rescue Squads	5

Elections: Last General Election

Registered Voters	120,698
Votes Cast	86,745
Percent	71.87%

Elections: Last School Board Election

Registered Voters	118,491
Votes Cast	3,386
Percent	2.86%

Building Permits:

Issued in the Year Ended	
June 30, 2009	643
Value of Issued Permits	\$18,609,699

MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY (cont.)

Ten Principal Taxpayers as of June 30, 2009

Organization	Taxable Value	% of Total Taxable Value
Isle of Capri Bettendorf	85,002,320	1.41%
SDG Macerich Properties	63,972,785	1.06%
Aluminum Company of America	40,858,880	.68%
Gulf Investments LLC	24,522,800	.41%
Deere & Company	22,600,000	.38%
Davenport-Durler Family Trust	20,554,200	.34%
LaFarge Corporation	20,291,260	.34%
Northbrook Housing Partners	19,374,430	.32%
National Amusement Inc	19,015,000	.32%
THF Davenport North Develop	17,372,600	.29%
Total	\$333,564,275	5.54%

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.

Balanced Budget: A balanced budget in the public sector is achieved when the government equates the revenues with expenditure over business cycles. In other words, a government's budget is balanced if its income is equal to its expenditures.

Bond: A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond resolution. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects, such as buildings, park improvements, roads and bridges.

Budget: A financial plan for a specified period of time (fiscal year) that matches all planned revenues and expenditures with various County services.

Budget Amendment: A legal procedure utilized by the Board of Supervisors to revise a budgeted service area appropriation. The Code of Iowa also requires Board approval through the adoption of a resolution for any interdepartmental or 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 Expenditure: Expenditures that are usually construction projects designed to improve the value of the government assets. Examples of capital expenditures include new roads, buildings, recreational facilities and large scale remodeling. Also included are capital equipment purchases such as vehicles, furniture, machinery, building improvements, microcomputers and special tools, which are usually distinguished from operating items according to their value and projected useful life. One-time agency funding and special consultant studies are also included in the County's definition of capital expenditures.

Capital Improvement Program: A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years.

Capital Improvement Program Budget: A Capital Improvement Program (CIP) Budget is a separate budget from the operating budget. However, for Scott County it is included in the same budget document. Items in the CIP are usually construction projects designed to improve the value of the government assets. Examples of capital improvement projects include new roads, buildings, recreational facilities and large scale remodeling. Also included are capital equipment purchases such as vehicles, furniture, machinery, building improvements, microcomputers and special tools, which are usually distinguished from operating items according to their value and projected useful life.

Cash Accounting: A basis of accounting in which transactions are recorded when cash is either received or expended for goods and services. The 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.

Expenses: This term is used as an appropriation sub-object account category to differentiate from personal services, supplies, capital, and equipment costs.

Expenditure: This term refers to the outflow of funds paid for an asset obtained or goods and services obtained. This term applies to all funds.

Fiscal Year: The time period designated by the County signifying the beginning and ending period for recording financial transactions. Scott County has specified July 1 to June 30 as its fiscal year.

Fixed Assets: Assets of long-term character 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.

FINANCIAL MANAGEMENT POLICIES

The following financial policies and relevant sections from the Code of Iowa have been adopted by the Scott County Board of Supervisors and have been developed and assembled here to provide guidance to the County's financial management system. The County's intent is to support a sound and efficient financial management system which best utilizes available resources and provides an acceptable service level to the citizens of Scott County. A Financial Review Committee (FRC) consisting of the County Administrator, Budget Coordinator, Financial Management Supervisor in the Treasurer's Office, and the Accounting and Tax Manager in the Auditor's Office advises the Board on various financial management improvement projects throughout the year.

The following policies are not intended to restrict the Board of Supervisors' authority in determining service needs and/or activities of the County. These financial policies do not limit the Board of Supervisors' ability and responsibility to respond to service delivery needs above or beyond these policies. The Board as a policy making group is still accountable for the efficient and responsive operation of the County.

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EXCERPTS FROM SCOTT COUNTY CODE

CHAPTER 3 APPOINTED OFFICERS AND DEPARTMENTS

SEC. 3-1. OFFICE OF THE ADMINISTRATOR

- A. There shall be an Office of the Administrator responsible for the general administration of the County.
- B. The Office of the Administrator shall be headed by a County Administrator appointed by, and serving at the pleasure of the Board of Supervisors.
- C. The County Administrator shall report to, and be accountable to, the Board of Supervisors for the performance of the office's duties and responsibilities.
- D. The County Administrator shall be a full time employee of the County.
- E. The County Administrator may serve as head of one or more Departments of County Government not under the direct control of an elected official.

SEC. 3-2. AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE COUNTY ADMINISTRATOR

- A. The County Administrator serves as the principal advisor to the Board of Supervisors in all matters relating to the overall management of county government operations.
- B. The County Administrator shall have direct administrative authority over all operating departments within the scope of responsibility of the Board of Supervisors.
- C. The County Administrator shall prescribe the accepted standards of administrative practice for all operating departments within the scope of responsibility of the Board of Supervisors.
- D. The County Administrator shall execute and enforce all resolutions and orders of the Board of Supervisors and see that all laws required to be enforced through the Board of Supervisors or by operating departments subject to its control are faithfully executed.
- E. The County Administrator is authorized by the Board of Supervisors to take any reasonable ministerial action necessary in carrying out the responsibilities assigned to him, and to act at his discretion, upon matters not covered by Board policy or strictly prohibited by the Code of Iowa or this code. Such action will be reported to the Board of Supervisors as soon as practicable thereafter.

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

- F. The County Administrator may delegate to appropriate department heads or professional staff members the authority to discharge certain duties and responsibilities vested in him by the Board of Supervisors. However, the delegation of such authority does not relieve the County Administrator of ultimate accountability and responsibility.
- G. The County Administrator shall be responsible for the preparation, review and submission (in conjunction with the County Auditor as provided by the Code of Iowa) of a proposed annual operating budget plan for consideration by the Board of Supervisors. As such, a copy of the budget requests of all operating departments, including those under the direction of other elected county officials, and appointed boards, commissions, or other agencies receiving County funding, shall be submitted to the County Administrator in accordance with an annual budget planning calendar and in compliance with such dates and dead-lines as identified in the Code of Iowa. All departmental budget requests shall be in the format and contain such content as prescribed by the County Administrator.
- H. The County Administrator shall be responsible for the development of all proposed capital program plans and the financing thereof, for consideration by the Board of Supervisors. He shall further be responsible for the execution of, and status reporting for all capital projects approved by the Board of Supervisors.
- I. The County Administrator or his designee shall have access to the books and papers of all operating departments, for purposes of gathering appropriate data required in support of the execution of the official duties of the Administrator's Office or in compliance with specific directions of the Board of Supervisors.
- J. The County Administrator is responsible for periodic reporting of the status of the certified or amended annual operating budget, as well as the status of all active funds. Such reporting shall be done in cooperation with the appropriate elected officials having statutory authority and/or responsibility.
- K. The County Administrator is responsible for the review and recommendation of all County operating department personnel appointments and other personnel items to be brought before the Board of Supervisors for their consideration and action.
- L. The County Administrator shall have the authority to fill vacancies in authorized positions below department head level, within the limitations of budget funding and in conformance with established personnel policies. Such personnel appointments shall be filed bi-weekly in conjunction with Board of Supervisors meetings.
- M. The County Administrator shall be authorized to approve compensation step increases that are in conformance with personnel policies.

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

- N. The County Administrator is responsible for the review and assessment of all administrative matters to be considered by the Board of Supervisors. All administrative items to be considered by the Board of Supervisors shall be forwarded to the Chairman of the Board of Supervisors by the County Administrator for purposes of assigning to the appropriate committee for consideration.
- O. The County Administrator may recommend appropriate administrative organizational structures and/or administrative reorganizations as he deems necessary for the efficient and effective operation of County government.
- P. The County Administrator may recommend policy to the Board of Supervisors.
- Q. The County Administrator shall be responsible for the management of all County facilities, except as responsibility for specific facilities is otherwise entrusted to county elected officials pursuant to the Code of Iowa.
- R. The County Administrator shall be responsible for acquisition of all County goods and services in the most cost effective manner as possible, and in accordance with policies and procedures established by the Board of Supervisors and the State of Iowa.
- S. The County Administrator shall present to the Board of Supervisors a recommended candidate for all department head position vacancies. The County Administrator will use a broad-based advisory selection committee represented by at least three elected office holders and three department heads in an advisory capacity during the selection process. The final decision relative to filling department head vacancies shall be made by the Board of Supervisors based upon the aforementioned selection process. For purposes of this section department head positions include the Director of Information Technology, Director of Facilities and Support Services, Director of Community Services, Director of Human Resources, Director of Planning and Development, Juvenile Detention Center Director, and County Engineer. The advisory selection committee members may also include the Health Department Director, or Conservation Director.
- T. The County Administrator may, under the general direction of the Board of Supervisors, bring together various county elected office holders, departments, and agencies to work together on common problems, issues, or opportunities.
- U. The County Administrator may, under the general direction of the Board of Supervisors, represent the Board of Supervisors in meetings with the following: elected office holders; county agencies not under the direct responsibility of the Board of Supervisors; local, state, and federal officials and agencies; community groups and agencies; and the general public.

33. 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	Minimum Fund Balance
General	15% of Annual Operating Expenses
Secondary Roads	10% of Annual Operating Expenses
MH-DD	10% of Annual Operating Expenses
Rural Services	\$25,000 Minimum Balance
Recording Management Fees	No Minimum Required
Debt Service	\$25,000 Minimum Balance
Capital Projects	\$500,000 Minimum Balance

Proprietary

Fund Types	Minimum Fund Equity
Self-Insurance*	\$1,000,000 Minimum Balance
Golf Course**	Escrowed Annual Debt Service Payment

*The County will be making a change to Self-Insurance for its health benefits on 01/01/2010. The County will establish a minimum fund balance of 1,000,000 in its Self-Insurance Fund by 01/01/2012.

**County property taxes are used to fund Golf Course debt and operational deficits. The minimum fund equity for this fund is the escrowed annual debt service payment.

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 monthly expense and revenue reports comparing actual revenues and expenditures to budgeted amounts. These reports will be updated on a weekly basis to allow departments to regularly review their financial position.

CAPITAL IMPROVEMENT BUDGET POLICY

1. The County will make all capital improvements in accordance with the adopted Capital Improvement Program except for emergency capital improvements which are deemed necessary by the County staff and approved individually by the Board of Supervisors.
2. Capital improvements will be identified on the basis of long-range projected needs rather than on immediate needs in order to minimize future maintenance, replacement and capital costs.
3. A capital improvement program will be developed for a five-year period and updated annually.
4. Estimated costs of each capital improvement projected for each year will be included in the plan.
5. Revenue sources for capital improvements will be identified in the plan whenever possible.
6. Intergovernmental funding sources from the federal, state and private sector will be actively sought and used as available to assist in financing of capital improvements.
7. Future operating costs associated with the capital improvement will be projected and included as a part of the budget submission in the capital improvement budget.
9. 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.
10. Capital Funding Requests From Outside Agencies
 - Capital funding requests (greater than \$5,000) from outside agencies will only be considered during the Board's regular annual budget review cycle.
 -
 - Said requests must be submitted to the County Administrator on or before December 1st on forms provided by the County.
 - Said requests for the next fiscal year will only be accepted for consideration if the County's undesignated/unreserved General Fund balance exceeds the minimum required level, 15% of operating expenses. (The 15% minimum required level shall be based on the audited beginning undesignated/unreserved General Fund balance amount of the current fiscal year less any planned uses of fund balance included in the current fiscal year budget compared with current year budgeted general fund operating expenses).
 - Said request shall describe the project in detail and shall 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 be made to the County on that project
 - Any future State action such as program funding reductions, increased unfunded State mandates, or the enactment of property tax limitation legislation may not allow the County to consider or, complete fulfillment of these types of capital funding requests

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.

2. 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. It is recognized that there is an administrative cost to processing refunds and correcting accounting entries when over payments have been received. It is the policy of Scott County to allow County Departments to retain nominal excess payments of less than \$5.00, unless the payor has requested a refund of the overpayment to avoid further administrative costs.

SCOPE

This policy is applicable to all county offices and departments.

TECHNICAL ACCOUNTING ASSISTANCE

Request for assistance in establishing or enhancing departments' internal accounting systems should be made to the Finance Review Committee.

ADMINISTRATIVE PROCEDURES

1. All monies received or collected should be accounted for and balanced daily.
2. Daily deposits to the County Treasurer or appropriate financial institution as allowed by law and/or Board policy, should be made whenever cash on hand exceeds \$250. This amount may be extended to \$1,000 if a safe is used. In all cases deposits should be made at least once a week.
3. Bank reconciliation's should be performed by someone other than the person collecting or receiving said funds.
4. The use of I.O.U.'s is strictly prohibited.
5. All checks received should be restrictively endorsed when received.
6. The County Auditor may make unannounced cash counts of funds on hand throughout the fiscal year.
7. All nominal excess payments of less than \$5.00 retained by County Departments shall be accounted for in a separate departmental General Ledger revenue account so designated "Nominal Excess Payments".

18. INVESTMENT POLICY

SCOPE

The Investment Policy of Scott County shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the County. Each investment made pursuant to this Investment Policy must be authorized by applicable law and this written Investment Policy.

The investment of bond funds or sinking funds shall comply not only with this Investment Policy, but also be consistent with any applicable bond resolution.

This Investment Policy is intended to comply with Iowa Code.

Upon passage and upon future amendment, if any, copies of this Investment Policy shall be delivered to all of the following:

1. The Board of Supervisors and all County officials to which the Investment Policy applies.
2. All depository institutions or fiduciaries for public funds of the County.
3. The auditor engaged to audit any fund of the County.

In addition, a copy of this Investment Policy shall be delivered to every fiduciary or third party assisting with or facilitating investment of the funds of the County.

DELEGATION OF AUTHORITY

In accordance with Iowa Code, the responsibility for conducting investment transactions resides with the Treasurer of Scott County. Only the Treasurer and those authorized by resolution may invest public funds and a copy of any empowering resolution shall be attached to this Investment Policy.

All contracts or agreements with outside persons investing public funds, advising on the investment of public funds, directing the deposit or investment of public funds or acting in a fiduciary capacity for the County shall require the outside person to notify the County in writing within thirty days of receipt of all communication from the Auditor of the outside person or any regulatory authority of the existence of a material weakness in internal control structure of the outside person or regulatory orders or sanctions regarding the type of services being provided to the County by the outside person.

The records of investment transactions made by or on behalf of the County are public records and are the property of the County whether in the custody of the County or in the custody of a fiduciary or other third party.

The Treasurer shall establish a written system of internal controls and investment practices. The controls shall be designed to prevent losses of public funds, to document those officers and employees of the County responsible for elements of the investment process and to address the capability of investment management. The controls shall provide for receipt and review of the audited financial statement and related report on internal control structure of all outside persons performing any of the following for the County:

1. Investing County funds.
2. Advising on the investment of County funds.
3. Directing the deposit or investment of County funds.
4. Acting in a fiduciary capacity for the County.

A Bank, Savings and Loan Association or Credit Union providing only depository services shall not be required to provide an audited financial statement and related report on internal control structure.

OBJECTIVES

The primary objectives, in order of priority, of all investment activities involving the financial assets of the County shall be the following:

1. **Safety:** Safety and preservation of principal in the overall portfolio is the foremost investment objective.
2. **Liquidity:** Maintaining the necessary liquidity to match expected liabilities is the second investment objective.
3. **Return:** Obtaining a reasonable return is the third investment objective.

PRUDENCE

The Treasurer of Scott County, when investing or depositing public funds, shall exercise the care, skill, prudence and diligence under the circumstances then prevailing that a person acting in a like capacity and familiar with such matters would use to attain the above investment objectives. This standard requires that when making investment decisions, the Treasurer shall consider the role that the investment or deposit plays within the portfolio of assets of the County and the investment objectives stated above.

The Treasurer shall request competitive investment proposals for comparable credit and term investments from investment providers.

INSTRUMENTS ELIGIBLE FOR INVESTMENT

Assets of the County may be invested in the following:

- Interest bearing savings accounts, interest bearing money market accounts, and interest bearing

checking accounts at any bank, savings and loan association or credit union in Scott County or an adjoining Iowa county. Each bank must be on the most recent Approved Bank List as distributed by the Treasurer of the State of Iowa or as amended as necessary by notice inserted in the monthly mailing by the Rate Setting Committee. Each financial institution shall be properly declared as a depository by the Board of Supervisors of Scott County. Deposits in any financial institution shall not exceed the limit approved by the Board of Supervisors.

- Obligations of the United States government, its agencies and instrumentalities.
- Certificates of deposit and other evidences of deposit at federally insured Iowa depository institutions approved and secured pursuant to Iowa Code.
- Iowa Public Agency Investment Trust (IPAIT).
- Prime bankers' acceptances that mature within 270 days of purchase and that are eligible for purchase by a federal reserve bank.
- Commercial paper or other short-term corporate debt that matures within 270 days of purchase and is rated within the two highest classifications, as established by at least one of the standard rating services approved by the superintendent of banking.
- Repurchase agreements, provided that the underlying collateral consists of obligations of the United States government, its agencies and instrumentalities and the County takes delivery of the collateral either directly or through an authorized custodian.
- An open-end management investment company registered with the Securities & Exchange Commission under the federal Investment Company Act of 1940, 15 U.S.C. Section 80(a) and operated in accordance with 17 C.F.R. Section 270.2a-7, whose portfolio investments are limited to those instruments individually authorized in this Investment Policy.

All instruments eligible for investment are further qualified by all other provisions of this Investment Policy, including investment maturity limitations and diversification requirements.

PROHIBITED INVESTMENTS AND INVESTMENT PRACTICES

Assets of the County shall not be invested in the following:

1. Reverse repurchase agreements.
2. Futures and options contracts.
3. Inverse floaters.
4. Stripped securities, including principal-only and interest-only strips.

Assets of the County shall not be invested pursuant to the following investment practices:

1. Trading of securities for the purpose of speculation and the realization of short-term

trading gains.

2. Pursuant to a contract providing for the compensation of an agent or fiduciary based upon the performance of the invested assets.
3. If a fiduciary or other third party with custody of public investment transaction records of the County fails to produce requested records when requested by the County within a reasonable time, the County shall make no new investment with or through the fiduciary or third party and shall not renew maturing investments with or through the fiduciary or third party.
4. Purchase of securities on margin.
5. Pledging of County owned securities as collateral for any purpose.

INVESTMENT MATURITY LIMITATIONS

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

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

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

DIVERSIFICATION

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

Prime bankers' acceptances:

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

Commercial paper or other short-term corporate debt:

1. At the time of purchase, no more than ten percent (10%) of the investment portfolio of the County shall be in commercial paper or other short-term corporate debt,

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

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

1. Portfolio maturities shall be staggered in a way that avoids undue concentration of assets in a specific maturity sector. Maturities shall be selected which provide stability of income and reasonable liquidity.
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 Iowa Code, shall comply with all rules adopted pursuant to Iowa Code. All custodial agreements shall be in writing and shall contain a provision that all custodial services be provided in accordance with the laws of the State of Iowa.

All invested assets of the County eligible for physical delivery shall be secured by having them held at a third party custodian. All purchased investments shall be held pursuant to a written third party custodial agreement requiring delivery versus payment and compliance with all rules set out elsewhere in this section of this Investment Policy.

ETHICS AND CONFLICT OF INTEREST

The Treasurer and all officers and employees of the County involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

REPORTING

The Treasurer shall quarterly submit to the Board of Supervisors an investment report that summarizes recent market conditions and investment strategies employed since the last investment report. The investment report shall set out the current portfolio in terms of maturity, rates of return and other features and summarize all investment transactions that have occurred during the reporting period and compare the investment results with the budgetary expectations.

INVESTMENT POLICY REVIEW AND AMENDMENT

This Investment Policy shall be reviewed every two years or more frequently as appropriate. Notice of amendments to the Investment Policy shall be promptly given to all parties noted in the Scope section of this policy.

GLOSSARY OF TERMS

Agency: securities issued by government-sponsored corporations such as Federal Home Loan Banks or Federal Land Banks. Agency securities are exempt from Securities and Exchange Commission (SEC) registration requirements.

Agent: individual authorized by another person, called the principal, to act in the latter's behalf in transactions involving a third party.

Banker's Acceptance: time draft drawn on and accepted by a bank, the customary means of effecting payment for merchandise sold in import-export transactions and a source of financing used extensively in international trade.

Commercial Paper: short-term obligations with maturities ranging from 2 to 270 days issued by banks, corporations, and other borrowers to investors with temporarily idle cash. Such instruments are unsecured and usually discounted, although some are interest-bearing.

Delivery Versus Payment (DVP): securities industry procedure, common with institutional accounts, whereby delivery of securities sold is made to the buying customer's bank in exchange for payment, usually in the form of cash.

Fiduciary: person, company, or association holding assets in trust of a beneficiary.

Futures Contract: agreement to buy or sell a specific amount of a commodity or financial instrument at a particular price on a stipulated future date.

Inverse Floaters: investment securities whose coupon payment rate floats opposite market interest rates.

Open-End Management Company: investment company that sells Mutual Funds to the public. The terms arises from the fact that the firm continually creates new shares on demand. Mutual fund shareholders buy the shares at Net Asset Value and can redeem them at any time at the prevailing market price, which may be higher or lower than the price at which the investor bought.

Option: right to buy or sell property that is granted in exchange for an agreed upon sum. If the right is not exercised after a specific period, the option expires and the option buyer forfeits the money.

Portfolio: combined holding of more than one stock, bond, commodity, real estate

investment, Cash Equivalent, or other asset by an individual or institutional investor.

Repurchase Agreement: agreement between a seller and a buyer, usually of U.S. Government securities, whereby the seller agrees to repurchase the securities at an agreed upon price and, usually, at a stated time.

Safekeeping: storage and protection of a customer's financial assets, valuables, or documents, provided as a service by an institution serving as Agent and, where control is delegated by the customer, also as custodian.

Speculation: assumption of risk in anticipation of gain but recognizing a higher than average possibility of loss.

Stripping: dividing a security into its principal and interest payments and selling the claims to these payments as new and separate securities. The principal portion is called a principal-only (PO) strip and the interest portion is called an interest-only (IO) strip.

CHAPTER 24 CODE OF IOWA

24.1 SHORT TITLE.

This chapter shall be known as the "*Local Budget Law*".

24.2 DEFINITION OF TERMS.

As used in this chapter and unless otherwise required by the context:

1. "*Book*", "*list*", "*record*", or "*schedule*" kept by a county auditor, assessor, treasurer, recorder, sheriff, or other county officer means the county system as defined in section 445.1.

2. The words "*certifying board*" shall mean any public body which has the power or duty to certify any tax to be levied or sum of money to be collected by taxation.

3. The words "*fiscal year*" shall mean the period of twelve months beginning on July 1 and ending on the thirtieth day of June. The fiscal year of cities, counties, and other political subdivisions of the state shall begin July 1 and end the following June 30.

4. The words "*levying board*" shall mean board of supervisors of the county and any other public body or corporation that has the power to levy a tax.

5. "*Municipality*" means a public body or corporation that has power to levy or certify a tax or sum of money to be collected by taxation, except a county, city, drainage district, township, or road district.

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

7. The word "*tax*" shall mean any general or special tax levied against persons, property, or business, for public purposes as provided by law, but shall not include any special assessment nor any tax certified or levied by township trustees.

24.3 REQUIREMENTS OF LOCAL BUDGET.

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

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

2. The amount proposed to be raised by taxation.

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

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

24.4 TIME OF FILING ESTIMATES.

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

24.5 ESTIMATES ITEMIZED.

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

24.6 EMERGENCY FUND -- LEVY.

1. A municipality may include in the estimate required, an estimate for an emergency fund. A municipality may assess and levy a tax for the emergency fund at a rate not to exceed twenty-seven cents per thousand dollars of assessed value of taxable property of the municipality. However, an emergency tax levy shall not be made until the municipality has first petitioned the state board and received its approval.

2. a. Transfers of moneys may be made from the emergency fund to any other fund of the municipality for the purpose of meeting deficiencies in a fund arising from any cause. However, a transfer shall not be made except upon the written approval of the state board, and then only when that approval is requested by a two-thirds vote of the governing body of the municipality.

b. Notwithstanding the requirements of paragraph "a", if the municipality is a school corporation, the school corporation may transfer money from the emergency fund to any other fund of the school corporation for the purpose of meeting deficiencies in a fund arising within two years of a disaster as defined in section 29C.2, subsection 1. However, a transfer under this paragraph "b" shall not be made without the written approval of the school budget review committee.

24.7 SUPPLEMENTAL ESTIMATES.

Supplemental estimates for particular funds may be made for levies of taxes for future years when the same are authorized by law. Such estimates may be

considered, and levies made therefor at any time by filing the same, and upon giving notice in the manner required in section 24.9. Such estimates and levies shall not be considered as within the provisions of section 24.8.

24.8 ESTIMATED TAX COLLECTIONS.

The amount of the difference between the receipts estimated from all sources other than taxation and the estimated expenditures for all purposes, including the estimates for emergency expenditures, shall be the estimated amount to be raised by taxation upon the assessable property within the municipality for the next ensuing fiscal year. The estimate shall show the number of dollars of taxation for each thousand dollars of the assessed value of all property that is assessed.

24.9 FILING ESTIMATES -- NOTICE OF HEARING - - AMENDMENTS.

Each municipality shall file with the secretary or clerk thereof the estimates required to be made in sections 24.3 to 24.8, at least twenty days before the date fixed by law for certifying the same to the levying board and shall forthwith fix a date for a hearing thereon, and shall publish such estimates and any annual levies previously authorized as provided in section 76.2, with a notice of the time when and the place where such hearing shall be held not less than ten nor more than twenty days before the hearing. Provided that in municipalities of less than two hundred population such estimates and the notice of hearing thereon shall be posted in three public places in the district in lieu of publication. For any other municipality such publication shall be in a newspaper published therein, if any, if not, then in a newspaper of general circulation therein. The department of management shall prescribe the form for public hearing notices for use by municipalities. 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 expended cash balances on hand at the close of the preceding fiscal year and which cash balances had not been estimated and appropriated for expenditure during the fiscal year of the budget sought to be amended, and also to permit appropriation and expenditure during the fiscal year covered by the budget of amounts of cash anticipated to be available during the year from sources other than taxation and which had not been estimated and appropriated for expenditure during the fiscal year of the budget sought to be amended. Such amendments to budget estimates may be considered and adopted at any time during the fiscal year covered by the budget sought to be amended, by filing the amendments and upon publishing them and giving notice of the public hearing in the manner required in this section. Within ten days of the decision or order of the certifying or

levying board, the proposed amendment of the budget is subject to protest, hearing on the protest, appeal to the state appeal board and review by that body, all in accordance with sections 24.27 to 24.32, so far as applicable. A local budget shall be amended by May 31 of the current fiscal year to allow time for a protest hearing to be held and a decision rendered before June 30. An amendment of a budget after May 31 which is properly appealed but without adequate time for hearing and decision before June 30 is void. Amendments to budget estimates accepted or issued under this section are not within section 24.14.

24.10 LEVIES VOID.

The verified proof of the publication of such notice shall be filed in the office of the county auditor and preserved by the auditor. No levy shall be valid unless and until such notice is published and filed.

24.11 MEETING FOR REVIEW.

The certifying board or the levying board, as the case may be, shall meet at the time and place designated in said notice, at which meeting any person who would be subject to such tax levy, shall be heard in favor of or against the same or any part thereof.

24.12 RECORD BY CERTIFYING BOARD.

After the hearing has been concluded, the certifying board shall enter of record its decision in the manner and form prescribed by the state board and shall certify the same to the levying board, which board shall enter upon the current assessment and tax roll the amount of taxes which it finds shall be levied for the ensuing fiscal year in each municipality for which it makes the tax levy.

24.13 PROCEDURE BY LEVYING BOARD.

Any board which has the power to levy a tax without the same first being certified to it, shall follow the same procedure for hearings as is 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 a greater expenditure of public money shall not be made for any specific purpose than the amount estimated and appropriated for that purpose, except as provided in sections 24.6 and 24.15. All budgets set up in accordance with the statutes shall take such funds, and allocations made by sections 123.53 and 452A.79, into account, and all such funds, regardless of their source, shall be considered in preparing the budget.

24.15 FURTHER TAX LIMITATION.

No tax shall be levied by any municipality in

excess of the estimates published, except such taxes as are approved by a vote of the people, but in no case shall any tax levy be in excess of any limitation imposed thereon now or hereafter by the Constitution and laws of the state.

24.16 EXPENSES -- HOW PAID.

The cost of publishing the notices and estimates required by this chapter, and the actual and necessary expenses of preparing the budget shall be paid out of the general funds of each municipality respectively.

24.17 BUDGETS CERTIFIED.

The local budgets of the various political subdivisions shall be certified by the chairperson of the certifying board or levying board, as the case may be, in duplicate to the county auditor not later than March 15 of each year on forms, and pursuant to instructions, prescribed by the department of management. However, if the political subdivision is a school district, as defined in section 257.2, its budget shall be certified not later than April 15 of each year. One copy of the budget shall be retained on file in the office by the county auditor and the other shall be certified by the county auditor to the state board. The department of management shall certify the taxes back to the county auditor by June 15.

24.18 SUMMARY OF BUDGET.

Before forwarding copies of local budgets to the state board, the county auditor shall prepare a summary of each budget, showing the condition of the various funds for the fiscal year, including the budgets adopted as herein provided. Said summary shall be printed as a part of the annual financial report of the county auditor, and one copy shall be certified by the county auditor to the state board.

24.19 LEVYING BOARD TO SPREAD TAX.

At the time required by law the levying board shall spread the tax rates necessary to produce the amount required for the various funds of the municipality as certified by the certifying board, for the next succeeding fiscal year, as shown in the approved budget in the manner provided by law. One copy of said rates shall be certified to the state board.

24.20 TAX RATES FINAL.

The several tax rates and levies of a municipality that are determined and certified in the manner provided in sections 24.1 through 24.19, except such tax rates and levies as are authorized by a vote of the people, shall stand as the tax rates and levies of said municipality for the ensuing fiscal year for the purposes set out in the budget.

24.21 TRANSFER OF INACTIVE FUNDS.

Subject to the provisions of any law relating to municipalities, when the necessity for maintaining any fund of the municipality has ceased to exist, and a

balance remains in said fund, the certifying board or levying board, as the case may be, shall so declare by resolution, and upon such declaration, such balance shall forthwith be transferred to the fund or funds of the municipality designated by such board, unless other provisions have been made in creating such fund in which such balance remains.

24.22 TRANSFER OF FUNDS.

Upon the approval of the state board, it is lawful to make temporary or permanent transfers of money from one fund to another fund of the municipality. The certifying board or levying board shall provide that money temporarily transferred shall be returned to the fund from which it was transferred within the time and upon the conditions the state board determines. However, it is not necessary to return to the emergency fund, or to any other fund no longer required, any money transferred to any other fund.

24.23 SUPERVISORY POWER OF STATE BOARD.

The state board shall exercise general supervision over the certifying boards and levying boards of all municipalities with respect to budgets and shall prescribe for them all necessary rules, instructions, forms, and schedules. The best methods of accountancy and statistical statements shall be used in compiling and tabulating all data required by this chapter.

24.24 VIOLATIONS.

Failure on the part of a public official to perform any of the duties prescribed in chapter 73A, and this chapter, and sections 8.39 and 11.1 to 11.5, constitutes a simple misdemeanor, and is sufficient ground for removal from office.

24.25 Repealed by 83 Acts, ch 123, § 206, 209.

24.26 STATE APPEAL BOARD.

1. The state appeal board in the department of management

consists of the following:

- a. The director of the department of management.
- b. The auditor of state.
- c. The treasurer of state.

2. The annual meeting of the state board shall be held on the

second Tuesday of January in each year. At each annual meeting the state board shall organize by the election from its members of a chairperson and a vice chairperson; and by appointing a secretary. Two members of the state board constitute a quorum for the transaction of any business.

3. The state board may appoint one or more competent and specially qualified persons as deputies, to appear and act for it at initial hearings. Each deputy appointed by the state board is entitled to receive the amount of the deputy's necessary

expenses actually incurred while engaged in the performance of the deputy's official duties. The expenses shall be audited and approved by the state board and proper receipts filed for them.

4. The expenses of the state board shall be paid from the funds appropriated to the department of management.

24.27 PROTEST TO BUDGET.

Not later than March 25 or April 25 if the municipality is a school district, a number of persons in any municipality equal to one-fourth of one percent of those voting for the office of governor, at the last general election in the municipality, but the number shall not be less than ten, and the number need not be more than one hundred persons, who are affected by any proposed budget, expenditure or tax levy, or by any item thereof, may appeal from any decision of the certifying board or the levying board by filing with the county auditor of the county in which the municipal corporation is located, a written protest setting forth their objections to the budget, expenditure or tax levy, or to one or more items thereof, and the grounds for their objections. If a budget is certified after March 15 or April 15 in the case of a school district, all appeal time limits shall be extended to correspond to allowances for a timely filing. Upon the filing of a protest, the county auditor shall immediately prepare a true and complete copy of the written protest, together with the budget, proposed tax levy or expenditure to which objections are made, and shall transmit them forthwith to the state board, and shall also send a copy of the protest to the certifying board or to the levying board, as the case may be.

24.28 HEARING ON PROTEST.

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

24.29 APPEAL.

The state board may conduct the hearing or may appoint a deputy. A deputy designated to hear an appeal shall attend in person and conduct the hearing

in accordance with section 24.28, and shall promptly report the proceedings at the hearing, which report shall become a part of the permanent record of the state board.

24.30 REVIEW BY AND POWERS OF BOARD.

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

24.31 RULES OF PROCEDURE -- RECORD.

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

24.32 DECISION CERTIFIED.

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

24.33 Repealed by 77 Acts, ch 44, § 1.

24.34 UNLIQUIDATED OBLIGATIONS.

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

until liquidated, all in accordance with generally accepted governmental accounting practices.

24.35 thru 24.47 Repealed

**24.48 APPEAL TO STATE BOARD FOR
SUSPENSION OF LIMITATIONS.**

1. If the property tax valuations effective January 1, 1979, and January 1 of any subsequent year, are reduced or there is an unusually low growth rate in the property tax base of a political subdivision, the political subdivision may appeal to the state appeal board to request suspension of the statutory property tax levy limitations to continue to fund the present services provided. A political subdivision may also appeal to the state appeal board where the property tax base of the political subdivision has been reduced or there is an unusually low growth rate for any of the following reasons:

- a. Any unusual increase in population as determined by the preceding certified federal census.
- b. Natural disasters or other emergencies.
- c. Unusual problems relating to major new functions required by state law.
- d. Unusual staffing problems.
- e. Unusual need for additional funds to permit continuance of a program which provides substantial benefit to its residents.
- f. Unusual need for a new program which will provide substantial benefit to residents, if the political subdivision establishes the need and the amount of the necessary increased cost.

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

3. Upon decision of the state appeal board, the department of management shall make the necessary changes in the total budget of the political subdivision and certify the total budget to the governing body of the political subdivision and the appropriate county auditors.

4. a. The city finance committee shall have officially notified any city of its approval, modification or rejection of the city's appeal of the decision of the director of the department of management regarding a city's request for a suspension of the statutory property tax levy limitation prior to thirty-five days before March 15.

b. The state appeals board shall have officially notified any county of its approval, modification or rejection of the county's request for a suspension of the statutory property tax levy limitation prior to thirty-five days before March 15.

5. a. For purposes of this section only, "*political subdivision*" means a city, school district, or any other special purpose district which certifies its budget to the county auditor and derives funds from a property tax levied against taxable property situated within the political subdivision.

b. For the purpose of this section, when the political subdivision is a city, the director of the department of management, and the city finance committee on appeal of the director's decision, shall be the state appeal board.

CHAPTER 331 CODE OF IOWA

331.421 DEFINITIONS.

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

1. *"Basic levy"* means a levy authorized and limited by section 331.423 for general county services and rural county services.

2. *"Committee"* means the county finance committee established in chapter 333A.

3. *"Debt service"* means expenditures for servicing the county's debt.

4. *"Debt service levy"* means a levy authorized and limited by section 331.422, subsection 3.

5. *"Emergency services levy"* means a levy authorized and limited by section 331.424C.

6. *"Fiscal year"* means the period of twelve months beginning July 1 and ending on the following June 30.

7. *"General county services"* means the services which are primarily intended to benefit all residents of a county, including secondary road services, but excluding services financed by other statutory funds.

8. *"Rural county services"* means the services which are primarily intended to benefit those persons residing in the county outside of incorporated city areas, including secondary road services, but excluding services financed by other statutory funds.

9. *"Secondary road services"* means the services related to secondary road construction and maintenance, excluding debt service and services financed by other statutory funds.

10. *"Supplemental levy"* means a levy authorized and limited by section 331.424 for general county services and rural county services.

331.422 COUNTY PROPERTY TAX LEVIES.

Subject to this section and sections 331.423 through 331.426 or as otherwise provided by state law, the board of each county shall certify property taxes annually at its March session to be levied for county purposes as follows:

1. Taxes for general county services shall be levied on all taxable property within the county.

2. Taxes for rural county services shall be levied on all taxable property not within incorporated areas of the county.

3. Taxes in the amount necessary for debt service shall be levied on all taxable property within the county, except as otherwise provided by state law.

4. Other taxes shall be levied as provided by state law.

331.423 BASIC LEVIES -- MAXIMUMS.

Annually, the board may certify basic levies, subject to the following limits:

1. For general county services, three dollars and fifty cents per thousand dollars of the assessed value of all taxable property in the county.

2. For rural county services, three dollars and ninety-five cents per thousand dollars of the assessed value of taxable property in the county outside of incorporated city areas.

331.424 SUPPLEMENTAL LEVIES.

To the extent that the basic levies are insufficient to meet the county's needs for the following services, the board may certify supplemental levies as follows:

1. 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) The costs of inpatient or outpatient substance abuse admission, commitment, transportation, care, and treatment at any of the following:

(a) 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.

(b) A state mental health institute, or a community-based public or private facility or service.

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

(3) Clothing, transportation, medical, or other services provided persons attending the Iowa braille and sight saving school, the Iowa school for the deaf, or the university of Iowa hospitals and clinics' center for disabilities and development for children with severe disabilities at Iowa City, for which the county becomes obligated to pay pursuant to sections 263.12, 269.2, and 270.4 through 270.7.

b. Foster care and related services provided under court order to a child who is under the jurisdiction of the juvenile court, including court-ordered costs for a guardian ad litem under section 232.71C.

c. Elections, and voter registration pursuant to chapter 48A.

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

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

f. 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.

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

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

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

j. The maintenance and operation of a local emergency

management agency established pursuant to chapter 29C. 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" and "b". 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.

331.424A COUNTY MENTAL HEALTH, MENTAL RETARDATION, AND DEVELOPMENTAL DISABILITIES SERVICES FUND.

1. For the purposes of this chapter, unless the context otherwise requires, "*services fund*" means the county mental health, mental retardation, and developmental disabilities services fund created in subsection 2. The county finance committee created in section 333A.2 shall consult with the state commission in adopting rules and prescribing forms for administering the services fund.

2. For the fiscal year beginning July 1, 1996, and succeeding fiscal years, county revenues from taxes and other sources designated for mental health, mental retardation, and developmental disabilities services shall be credited to the mental health, mental retardation, and developmental disabilities services fund of the county. The board shall make appropriations from the fund for payment of services provided under the county management plan approved pursuant to section 331.439. The county may pay for the services in cooperation with other counties by pooling appropriations from the fund with other counties or through county regional entities including but not limited to the county's mental health and developmental disabilities regional planning council created pursuant to section 225C.18.

3. For the fiscal year beginning July 1, 1996, and succeeding fiscal years, receipts from the state or federal government for such services shall be credited to the services fund, including moneys allotted to the county from the state payment made pursuant to section 331.439 and moneys allotted to the county for property tax relief pursuant to section 426B.1.

4. For the fiscal year beginning July 1, 1996, and for each subsequent fiscal year, the county shall certify a levy for payment of services. For each fiscal year, county revenues from taxes imposed by the county credited to the services fund shall not exceed an amount equal to the amount of base year expenditures for services as defined in section 331.438, less the amount of property tax relief to be received pursuant to section 426B.2, in the fiscal year for which the budget is certified. The county auditor and the board of supervisors shall reduce the amount of the levy certified for the services fund by the amount of property tax relief to be received. A levy certified under this section is not subject to the appeal provisions of section 331.426 or to any other provision in law authorizing a county to exceed, increase, or appeal a property tax levy limit.

5. Appropriations specifically authorized to be made from the mental health, mental retardation, and developmental disabilities

services fund shall not be made from any other fund of the county.

331.424B CEMETERY LEVY.

The board may levy annually a tax not to exceed six and three-fourths cents per thousand dollars of the assessed value of all taxable property in the county to repair and maintain all cemeteries under the jurisdiction of the board including pioneer cemeteries and to pay other expenses of the board or the cemetery commission as provided in section 331.325. The proceeds of the tax levy shall be credited to the county general fund.

331.424C EMERGENCY SERVICES FUND.

A county that is providing fire protection service or emergency medical service to a township pursuant to section 331.385 shall establish an emergency services fund and may certify taxes for levy in the township not to exceed the amounts authorized in section 359.43. The county has the authority to use a portion of the taxes levied and deposited in the fund for the purpose of accumulating moneys to carry out the purposes of section 359.43, subsection 4.

331.425 ADDITIONS TO LEVIES -- SPECIAL LEVY ELECTION.

The board may certify an addition to a levy in excess of the amounts otherwise permitted under sections 331.423, 331.424, and 331.426 if the proposition to certify an addition to a levy has been submitted at a special levy election and received a favorable majority of the votes cast on the proposition. A special levy election is subject to the following:

1. The election shall be held only if the board gives notice to the county commissioner of elections, not later than February 15, that the election is to be held.
2. The election shall be held on the first Tuesday in March and be conducted by the county commissioner of elections in accordance with the law.
3. The proposition to be submitted shall be substantially in the following form:

"Vote for only one of the following:

Shall the county of levy an additional tax at a rate of \$...each year for ... years beginning next July 1 in excess of the statutory limits otherwise applicable for the general county services or rural county services) fund?

or

The county of shall continue the (general county services or rural county services fund) under the maximum rate of \$...."

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

5. Notice of the proposed special levy election shall be published at least twice in a newspaper as specified in section 331.305 prior to the date of the special levy election. The first notice shall appear as early as practicable after the board has decided to seek a special levy.

331.426 ADDITIONS TO BASIC LEVIES.

If a county has unusual circumstances, creating a need for additional property taxes for general county services or rural county services in excess of the amount that can be raised by the levies otherwise permitted under sections 331.423 through 331.425, the board may certify additions to each of the basic levies as follows:

1. The basis for justifying an additional property tax under this section must be one or more of the following:

- a. An unusual increase in population as determined by the preceding certified federal census.
- b. A natural disaster or other emergency.
- c. Unusual problems relating to major new functions required by state law.
- d. Unusual staffing problems.
- e. Unusual need for additional moneys to permit continuance of a program which provides substantial benefit to county residents.
- f. Unusual need for a new program which will provide substantial benefit to county residents, if the county establishes the need and the amount of necessary increased cost.
- g. A reduced or unusually low growth rate in the property tax base of the county.

2. 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 91.11, 101A.3, 101A.7, 123.36, 123.143, 142D.9, 176A.8, 321.105, 321.152, 321G.7, 321I.8, section 331.554, subsection 6, sections 341A.20,

364.3, 368.21, 423A.7, 428A.8, 433.15, 434.19, 445.57, 453A.35, 458A.21, 483A.12, 533.329, 556B.1, 583.6, 602.8108, 904.908, and 906.17, and the following:

a. License fees for business establishments.

b. Moneys remitted by the clerk of the district court and received from a magistrate or district associate judge for fines and forfeited bail imposed pursuant to a violation of a county ordinance.

c. Other amounts in accordance with state law.

2. Fees and charges including service delivery fees, credit card fees, and electronic funds transfer charges payable to a third party, not to the county, that are imposed for completing an electronic financial transaction with the county are not considered county revenues for purposes of subsection 1.

3. The board may make appropriations from the general fund for general county services, including but not limited to the following:

a. Expenses of a joint emergency management commission under chapter 29C.

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

c. Purchase of voting systems and equipment under chapter 52.

d. Expenses incurred by the county conservation board established under chapter 350, in carrying out its powers and duties.

e. Local health services. The county auditor shall keep a complete record of appropriations for local health services and shall issue warrants on them only on requisition of the local or district health board.

f. Expenses relating to county fairs, as provided in chapter 174.

g. Maintenance of a juvenile detention home under chapter 232.

h. Relief of veterans under chapter 35B.

i. Care and support of the poor under chapter 252.

j. Operation, maintenance, and management of a health center under chapter 346A.

k. For the use of a nonprofit historical society organized under chapter 504, Code 1989, or current chapter 504, a city-owned historical project, or both.

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

m. Closure and postclosure care of a sanitary disposal project under section 455B.302.

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

331.428 RURAL SERVICES FUND.

1. Except as otherwise provided by state law, county revenues from taxes and other sources for rural county services shall be credited to the rural services fund of the county.

2. The board may make appropriations from the rural services fund for rural county services, including but not limited to the following:

a. Road clearing, weed eradication, and other expenses incurred under chapter 317.

b. Maintenance of a county library and library contracts under chapter 336.

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

d. Services listed under section 331.424, subsection 2.

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

331.429 SECONDARY ROAD FUND.

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

a. Transfers from the general fund not to exceed in any year the dollar equivalent of a tax of sixteen and seven-eighths cents per thousand dollars of assessed value on all taxable property in the county multiplied by the ratio of current taxes actually collected and apportioned for the general basic levy to the total general basic levy for the current year, and an amount equivalent to the moneys derived by the general fund from military service tax credits under chapter 426A, manufactured or mobile home taxes under section 435.22, and delinquent taxes for prior years collected and apportioned to the general basic fund in the current year, multiplied by the ratio of sixteen and seven-eighths cents to three dollars and fifty cents. The limit on transfers in this paragraph applies only to property tax revenue and is not a limit on transfers of revenue generated from sources other than property taxes.

b. Transfers from the rural services fund not to exceed in any year the dollar equivalent of a tax of three dollars and three-eighths cents per thousand dollars of assessed value on all taxable property not located within the corporate limits of a city in the county multiplied by the ratio of current taxes actually collected and apportioned for the rural services basic levy to the total rural services basic levy for the current year and an amount equivalent to the moneys derived by the rural services fund from military service tax credits under chapter 426A, manufactured or mobile home taxes under section 435.22, and delinquent taxes for prior years collected and apportioned to the rural services basic fund in the current year, multiplied by the ratio of three dollars and three-eighths cents to three dollars and ninety-five

cents. The limit on transfers in this paragraph applies only to property tax revenue and is not a limit on transfers of revenue generated from sources other than property taxes.

c. Moneys allotted to the county from the state road use tax fund.

d. Moneys provided by individuals from their own contributions for the improvement of any secondary road.

e. Other moneys dedicated to this fund by law including but not limited to sections 306.15, 309.52, 311.23, 311.29, and 313.28.

2. The board may make appropriations from the secondary road fund for the following secondary road services:

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

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

c. Payment of all or part of the cost of construction and maintenance of bridges in cities having a population of eight thousand or less and all or part of the cost of construction of roads which are located within cities of less than four hundred population and which lead to state parks.

d. Special drainage assessments levied on account of benefits to secondary roads.

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

f. A legal obligation in connection with secondary roads and bridges, which obligation is required by law to be taken over and assumed by the county.

g. Secondary road equipment, materials, and supplies, and garages or sheds for their storage, repair, and servicing.

h. Assignment or designation of names or numbers to roads in the county and erection, construction, or maintenance of guideposts or signs at intersections of roads in the county.

i. The services provided under sections 306.15, 309.18, 309.52, 311.7, 311.23, 313A.23, 316.14, 468.43, 468.108, 468.341, and 468.342, or other state law relating to secondary roads.

331.430 DEBT SERVICE FUND.

1. Except as otherwise provided by state law, county revenues from taxes and other sources for debt service shall be credited to the debt service fund of the county. However, moneys pledged or available to service general obligation bonds, and received from sources other than property taxes, shall be deposited in the fund from which the debt is to be retired.

2. The board may make appropriations from the debt service fund for the following debt service:

a. Judgments against the county, except

those authorized by law to be paid from sources other than property tax.

b. Interest as it becomes due and the amount necessary to pay, or to create a sinking fund to pay, the principal at maturity of all general obligation bonds issued by the county.

c. Payments required to be made from the debt service fund under a lease or lease-purchase agreement. For the purposes of this section, warrants issued by a county in anticipation of revenue, refunding or refinancing of such warrants, and judgments based on a default in payment of such warrants shall not be considered debt payable from the debt service fund.

3. A tax levied for the debt service fund is not invalid if it raises moneys in excess of those needed for a specific purpose. Only excess moneys remaining after retirement of all indebtedness payable from the debt service fund may be transferred from the fund to the fund most closely related to the project for which the indebtedness arose, or to the general fund, subject to the terms of the original bond issue. This subsection shall not be construed to give a county board of supervisors authority to increase the debt service levy for the purpose of creating excess moneys in the fund to be used for purposes other than those related to retirement of debt.

4. When the amount in the hands of the treasurer belonging to the debt service fund, after setting aside the sum required to pay interest maturing before the next levy, is sufficient to redeem one or more bonds which by their terms are subject to redemption, the treasurer shall notify the owner of the bonds. If the bonds are not presented for payment or redemption within thirty days after the date of notice, the interest on the bonds shall cease, and the amount due shall be set aside for payment when presented. Redemptions shall be made in the order of the bond numbers.

331.431 ADDITIONAL FUNDS.

A county may establish other funds in accordance with generally accepted accounting principles. Taxes may be levied for those funds as provided by state law. The condition and operations of each fund shall be included in the annual financial report required in section 331.403.

331.432 INTERFUND TRANSFERS.

1. It is unlawful to make permanent transfers of money between the general fund and the rural services fund.

2. Moneys credited to the secondary road fund for the construction and maintenance of secondary roads shall not be transferred.

3. Except as authorized in section 331.477, transfers of moneys between the county mental

health, mental retardation, and developmental disabilities services fund and any other fund are prohibited.

4. Other transfers, including transfers from the debt service fund made in accordance with section 331.430, and transfers from the general or rural services fund to the secondary road fund in accordance with section 331.429, subsection 1, paragraphs "a" and "b", are not effective until authorized by resolution of the board.

5. The transfer of inactive funds is subject to section 24.21.

331.433 ESTIMATES SUBMITTED BY DEPARTMENTS.

1. On or before January 15 of each year, each elective or appointive officer or board, except tax certifying boards as defined in section 24.2, subsection 2, having charge of a county office or department, shall prepare and submit to the auditor or other official designated by the board an estimate, itemized in the detail required by the board and consistent with existing county accounts, showing all of the following:

a. The proposed expenditures of the office or department for the next fiscal year.

b. An estimate of the revenues, except property taxes, to be collected for the county by the office during the next fiscal year.

2. On or before January 20 of each year, the auditor or other designated official shall compile the various office and department estimates and submit them to the board. In the preparation of the county budget the board may consult with any officer or department concerning the estimates and requests and may adjust the requests for any county office or department.

331.434 COUNTY BUDGET -- NOTICE AND HEARING -- APPROPRIATIONS.

Annually, the board of each county, subject to sections 331.423 through 331.426 and other applicable state law, shall prepare and adopt a budget, certify taxes, and provide appropriations as follows:

1. The budget shall show the amount required for each class of proposed expenditures, a comparison of the amounts proposed to be expended with the amounts expended for like purposes for the two preceding years, the revenues from sources other than property taxation, and the amount to be raised by property taxation, in the

detail and form prescribed by the director of the department of management. For each county that has established an urban renewal area, the budget shall include estimated and actual tax increment financing revenues and all estimated and actual expenditures of the revenues, proceeds from debt and all estimated and actual expenditures of the debt proceeds, and identification of any entity receiving a direct

payment of taxes funded by tax increment financing revenues and shall include the total amount of loans, advances, indebtedness, or bonds outstanding at the close of the most recently ended fiscal year, which qualify for payment from the special fund created in section 403.19, including interest negotiated on such loans, advances, indebtedness, or bonds. For purposes of this subsection, "*indebtedness*" includes written agreements whereby the county agrees to suspend, abate, exempt, rebate, refund, or reimburse property taxes, provide a grant for property taxes paid, or make a direct payment of taxes, with moneys in the special fund. The amount of loans, advances, indebtedness, or bonds shall be listed in the aggregate for each county reporting. The county finance committee, in consultation with the department of management and the legislative services agency, shall determine reporting criteria and shall prepare a form for reports filed with the department pursuant to this section. The department shall make the information available by electronic means.

2. Not less than twenty days before the date that a budget must be certified under section 24.17 and not less than ten days before the date set for the hearing under subsection 3 of this section, the board shall file the budget with the auditor. The auditor shall make available a sufficient number of copies of the budget to meet the requests of taxpayers and organizations and have them available for distribution at the courthouse or other places designated by the board.

3. The board shall set a time and place for a public hearing on the budget before the final certification date and shall publish notice of the hearing not less than ten nor more than twenty days prior to the hearing in the county newspapers selected under chapter 349. A summary of the proposed budget, in the form prescribed by the director of the department of management, shall be included in the notice. Proof of publication shall be filed with and preserved by the auditor. A levy is not valid unless and until the notice is published and filed. The department of management shall prescribe the form for the public hearing notice for use by counties.

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

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

certificate of taxes adopted for the following fiscal year becomes effective on the first day of that year.

6. The board shall appropriate, by resolution, the amounts deemed necessary for each of the different county officers and departments during the ensuing fiscal year. Increases or decreases in these appropriations do not require a budget amendment, but may be provided by resolution at a regular meeting of the board, as long as each class of proposed expenditures contained in the budget summary published under subsection 3 of this section is not increased. However, decreases in appropriations for a county officer or department of more than ten percent or five thousand dollars, whichever is greater, shall not be effective unless the board sets a time and place for a public hearing on the proposed decrease and publishes notice of the hearing not less than ten nor more than twenty days prior to the hearing in the county newspapers selected under chapter 349.

7. Taxes levied by a county whose budget is certified after March 15 shall be limited to the prior year's budget amount. However, this penalty may be waived by the director of the department of management if the county demonstrates that the March 15 deadline was missed because of circumstances beyond the control of the county.

331.436 PROTEST.

Protests to the adopted budget must be made in accordance with sections 24.27 through 24.32 as if the county were the municipality under those sections except that the number of people necessary to file a protest under this section shall not be less than one hundred.

331.437 EXPENDITURES EXCEEDING APPROPRIATIONS.

It is unlawful for a county official, the expenditures of whose office come under this part, to authorize the expenditure of a sum for the official's department larger than the amount which has been appropriated for that department by the board. A county official in charge of a department or office who violates this law is guilty of a simple misdemeanor. The penalty in this section is in addition to the liability imposed in section 331.476.

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**SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
County Administrator*	N/A	N/A	N/A	N/A
* This is a contract position appointed by the Board of Supervisors				
County Engineer	864	83,986 40.378	98,807 47.503	113,628 54.629
Assistant County Administrator	805	79,441 38.193	93,460 44.933	107,479 51.673
Health Director	805	79,441 38.193	93,460 44.933	107,479 51.673
Conservation Director	775	77,126 37.080	90,736 43.623	104,346 50.166
Community Services Director	725	73,290 35.236	86,224 41.454	99,158 47.672
Facilities & Support Services Director	725	73,290 35.236	86,224 41.454	99,158 47.672
Information Technology Director	725	73,290 35.236	86,224 41.454	99,158 47.672
Jail Administrator	702	71,517 34.383	84,138 40.451	96,759 46.519
Accounting & Tax Manager	677	69,591 33.457	81,872 39.362	94,153 45.266
Assistant Engineer	634	66,273 31.862	77,968 37.485	89,663 43.107
Attorney II	611	64,508 31.013	75,892 36.487	87,276 41.960
Financial Management Supervisor	611	64,508 31.013	75,892 36.487	87,276 41.960
Planning & Development Director	608	64,273 30.900	75,615 36.353	86,957 41.806
Budget Manager	597	63,422 30.491	74,614 35.872	85,806 41.253
Deputy Health Director	571	61,419 29.528	72,258 34.739	83,097 39.950
Juvenile Detention Center Director	571	61,419 29.528	72,258 34.739	83,097 39.950
GIS Coordinator	556	60,268 28.975	70,904 34.088	81,540 39.202
Operations Manager - Auditor	556	60,268 28.975	70,904 34.088	81,540 39.202
Operations Manager - Treasurer	556	60,268 28.975	70,904 34.088	81,540 39.202

SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011
GROUP: A NON-REPRESENTED

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Assistant Jail Administrator	540	59,029 28.379	69,446 33.388	79,863 38.396
Deputy Director - Conservation	540	59,029 28.379	69,446 33.388	79,863 38.396
Sheriff's Captain	540	59,029 28.379	69,446 33.388	79,863 38.396
Network Infrastructure Supervisor	519	57,411 27.601	67,542 32.472	77,673 37.343
Office Administrator - County Attorney	511	56,793 27.304	66,815 32.123	76,837 36.941
Senior Programmer Analyst	511	56,793 27.304	66,815 32.123	76,837 36.941
Risk Manager	505	56,339 27.086	66,281 31.866	76,223 36.646
Sheriff's Lieutenant	505	56,339 27.086	66,281 31.866	76,223 36.646
Operations Manager - Recorder	496	55,638 26.749	65,457 31.470	75,276 36.190
Clinical Services Coordinator	470	53,640 25.788	63,106 30.339	72,572 34.890
Park Manager	470	53,640 25.788	63,106 30.339	72,572 34.890
Attorney I	464	53,177 25.566	62,561 30.077	71,945 34.589
Golf Course Superintendent	462	53,014 25.488	62,369 29.985	71,724 34.483
Golf Course Pro/Manager	462	53,014 25.488	62,369 29.985	71,724 34.483
Webmaster	455	52,488 25.235	61,751 29.688	71,014 34.141
Programmer/Analyst II	445	51,711 24.861	60,836 29.248	69,961 33.635
Case Aide Supervisor	430	50,553 24.304	59,474 28.593	68,395 32.882
Mental Health Coordinator	430	50,553 24.304	59,474 28.593	68,395 32.882
Secondary Roads Superintendent	430	50,553 24.304	59,474 28.593	68,395 32.882

SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011
GROUP: A NON-REPRESENTED

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Community Health Coordinator	417	49,552 23.823	58,297 28.027	67,042 32.232
Correctional Health Coordinator	417	49,552 23.823	58,297 28.027	67,042 32.232
Environmental Health Coordinator	417	49,552 23.823	58,297 28.027	67,042 32.232
Operations Manager - FSS	417	49,552 23.823	58,297 28.027	67,042 32.232
Public Health Services Coordinator	417	49,552 23.823	58,297 28.027	67,042 32.232
Corrections Lieutenant	406	48,709 23.418	57,305 27.550	65,901 31.683
Network Systems Administrator	406	48,709 23.418	57,305 27.550	65,901 31.683
Clinical Nurse Specialist	397	48,016 23.085	56,489 27.158	64,962 31.232
County General Store Manager	382	46,859 22.528	55,128 26.504	63,397 30.479
Programmer/Analyst I	382	46,859 22.528	55,128 26.504	63,397 30.479
Naturalist/Director	382	46,859 22.528	55,128 26.504	63,397 30.479
Public Health Nurse	366	45,628 21.937	53,680 25.808	61,732 29.679
Community Health Consultant	355	44,781 21.529	52,683 25.328	60,585 29.127
Community Health Intervention Specialist	355	44,781 21.529	52,683 25.328	60,585 29.127
Environmental Health Specialist	355	44,781 21.529	52,683 25.328	60,585 29.127
Corrections Sergeant	332	43,003 20.675	50,592 24.323	58,181 27.972
Food Service Supervisor	332	43,003 20.675	50,592 24.323	58,181 27.972
Motor Vehicle Supervisor	332	43,003 20.675	50,592 24.323	58,181 27.972
Tax Accounting Specialist	332	43,003 20.675	50,592 24.323	58,181 27.972

SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011
GROUP: A NON-REPRESENTED

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Case Expeditor	323	42,310 20.341	49,777 23.931	57,244 27.521
Child Health Consultant	323	42,310 20.341	49,777 23.931	57,244 27.521
GIS Analyst	323	42,310 20.341	49,777 23.931	57,244 27.521
Human Resources Generalist	323	42,310 20.341	49,777 23.931	57,244 27.521
Program Services Coordinator	323	42,310 20.341	49,777 23.931	57,244 27.521
Shift Supervisor - Juvenile Detention	323	42,310 20.341	49,777 23.931	57,244 27.521
Office Administrator - Sheriff	316	41,772 20.083	49,143 23.626	56,514 27.170
Paralegal - Audio-Visual Production Specialist	316	41,772 20.083	49,143 23.626	56,514 27.170
Engineering Aide II	300	40,537 19.489	47,690 22.928	54,844 26.367
Maintenance Coordinator	300	40,537 19.489	47,690 22.928	54,844 26.367
Administrative Assistant	298	40,380 19.413	47,506 22.839	54,632 26.265
Veteran's Affairs Director/Case Aide	298	40,380 19.413	47,506 22.839	54,632 26.265
Elections Supervisor	291	39,846 19.157	46,878 22.538	53,910 25.918
Classification Specialist	289	39,695 19.084	46,700 22.452	53,705 25.820
Executive Secretary / Paralegal	282	39,157 18.825	46,067 22.148	52,977 25.470
Paralegal	282	39,157 18.825	46,067 22.148	52,977 25.470
Community Dental Consultant	271	38,307 18.417	45,067 21.667	51,827 24.917
Naturalist	271	38,307 18.417	45,067 21.667	51,827 24.917

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Office Manager - Community Services	271	38,307 18.417	45,067 21.667	51,827 24.917
GIS Maintenance Tech	268	38,073 18.304	44,792 21.535	51,511 24.765
Bailiff Sergeant	262	37,616 18.085	44,254 21.276	50,892 24.467
Park Ranger	262	37,616 18.085	44,254 21.276	50,892 24.467
Administrative Assistant - Conservation	252	36,842 17.713	43,344 20.838	49,846 23.964
Administrative Office Assistant - Health	252	36,842 17.713	43,344 20.838	49,846 23.964
Payroll Specialist	252	36,842 17.713	43,344 20.838	49,846 23.964
Planning & Development Specialist	252	36,842 17.713	43,344 20.838	49,846 23.964
Purchasing Specialist	252	36,842 17.713	43,344 20.838	49,846 23.964
Custodial & Security Coordinator	238	35,766 17.195	42,078 20.230	48,390 23.264
Shop Supervisor (see Note 1)	233	45,580 21.913	53,624 25.781	61,668 29.648
Note 1: Salary for this position adjusted to meet prevailing market rates - July 1976				
Administrative Assistant - Engineer	230	35,146 16.897	41,348 19.879	47,550 22.861
Public Health Nurse - LPN	230	35,146 16.897	41,348 19.879	47,550 22.861
Assistant Golf Course Superintendent	220	34,379 16.528	40,446 19.445	46,513 22.362
Associate/District Court Bailiff	220	34,379 16.528	40,446 19.445	46,513 22.362
Park Crew Leader	220	34,379 16.528	40,446 19.445	46,513 22.362
Senior Accounting Clerk - Sheriff/Jail	220	34,379 16.528	40,446 19.445	46,513 22.362
Detention Youth Supervisor	215	33,991 16.342	39,989 19.225	45,987 22.109
Medical Assistant	209	33,530 16.120	39,447 18.965	45,364 21.810

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Engineering Aide I	199	32,759 15.750	38,540 18.529	44,321 21.308
Alternative Sentencing Coordinator	198	32,681 15.712	38,448 18.485	44,215 21.257
Benefits Coordinator	198	32,681 15.712	38,448 18.485	44,215 21.257
Medical Lab Technician - Health	198	32,681 15.712	38,448 18.485	44,215 21.257
Senior Clerk - Sheriff/Jail	198	32,681 15.712	38,448 18.485	44,215 21.257
Equipment Specialist - Conservation	187	31,833 15.304	37,450 18.005	43,068 20.706
Desktop Support Technician	187	31,833 15.304	37,450 18.005	43,068 20.706
Park Maintenance Technician	187	31,833 15.304	37,450 18.005	43,068 20.706
Pioneer Village Site Coordinator	187	31,833 15.304	37,450 18.005	43,068 20.706
Turf Equipment Specialist	187	31,833 15.304	37,450 18.005	43,068 20.706
Inmate Services Clerk	177	31,066 14.936	36,548 17.571	42,030 20.207
Official Records Clerk	177	31,066 14.936	36,548 17.571	42,030 20.207
Senior Clerk	177	31,066 14.936	36,548 17.571	42,030 20.207
Clerk III	162	29,908 14.379	35,186 16.916	40,464 19.454
Golf Course Maintenance Technician	162	29,908 14.379	35,186 16.916	40,464 19.454
Resource Specialist - Health	162	29,908 14.379	35,186 16.916	40,464 19.454
Clerk II	141	28,291 13.601	33,283 16.001	38,275 18.401
Resource Assistant - Health	141	28,291 13.601	33,283 16.001	38,275 18.401
Cody Homestead Site Coordinator	99	25,078 12.057	29,504 14.185	33,930 16.313

SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011
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 13 years</u>	<u>Step 7 18 years</u>
Crew Leader/Equipmt. Operator I	213	41,954 20.17	43,826 21.07	45,635 21.94	47,590 22.88	48,922 23.52	49,046 23.58	49,670 23.88	50,190 24.13
Sign Crew Leader	199	40,373 19.41	42,224 20.30	43,992 21.15	45,822 22.03	47,091 22.64	47,237 22.71	47,798 22.98	48,318 23.23
Heavy Equipmt Operator II	187	39,146 18.82	40,810 19.62	42,598 20.48	44,304 21.30	45,552 21.90	45,718 21.98	46,322 22.27	46,842 22.52
Mechanic	187	39,146 18.82	40,810 19.62	42,598 20.48	44,304 21.30	45,552 21.90	45,718 21.98	46,322 22.27	46,842 22.52
Heavy Equipmt Operator III	174	37,627 18.09	39,291 18.89	40,976 19.70	42,578 20.47	43,846 21.08	43,930 21.12	44,512 21.40	45,032 21.65
Sign Crew Technician	174	37,627 18.09	39,291 18.89	40,976 19.70	42,578 20.47	43,846 21.08	43,930 21.12	44,512 21.40	45,032 21.65
Truck Crew Coordinator	163	36,462 17.53	38,147 18.34	39,645 19.06	41,226 19.82	42,411 20.39	42,474 20.42	43,098 20.72	43,618 20.97
Truck Driver/Laborer	153	35,422 17.03	37,024 17.80	38,438 18.48	39,957 19.21	41,205 19.81	41,330 19.87	41,850 20.12	42,370 20.37
Shop Control Clerk	187	31,034 14.92	32,427 15.59	33,717 16.21	34,965 16.81	36,067 17.34	36,150 17.38	36,629 17.61	37,149 17.86

SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011
GROUP: C AFSCME UNIT

<u>Position Title</u>		<u>Step 1 Entry</u>	<u>Step 2 6 mos.</u>	<u>Step 3 12 mos.</u>	<u>Step 4 18 mos.</u>	<u>Step 5 24 mos.</u>	<u>Step 6 7 yrs.</u>	<u>Step 7 10 yrs.</u>	<u>Step 8 15 yrs.</u>	<u>Step 9 20 yrs.</u>
Building Insp	314	38,584 18.55	40,269 19.36	41,891 20.14	43,514 20.92	44,845 21.56	46,654 22.43	48,069 23.11	49,504 23.80	50,981 24.51
Maint Electronic Systems Tech	268	35,464 17.05	37,045 17.81	38,314 18.42	39,978 19.22	41,184 19.80	42,827 20.59	44,138 21.22	45,448 21.85	46,821 22.51
Maint Spec	268	35,464 17.05	37,045 17.81	38,314 18.42	39,978 19.22	41,184 19.80	42,827 20.59	44,138 21.22	45,448 21.85	46,821 22.51
Case Aide	252	34,403 16.54	35,859 17.24	37,378 17.97	38,771 18.64	39,978 19.22	41,642 20.02	42,869 20.61	44,158 21.23	45,469 21.86
Accts Payable Spec	252	34,403 16.54	35,859 17.24	37,378 17.97	38,771 18.64	39,978 19.22	41,642 20.02	42,869 20.61	44,158 21.23	45,469 21.86
Fine Collection Coord	223	32,157 15.46	33,238 15.98	35,027 16.84	36,462 17.53	37,606 18.08	39,208 18.85	40,394 19.42	41,621 20.01	42,827 20.59
Victim/Witness Coord	223	32,157 15.46	33,238 15.98	35,027 16.84	36,462 17.53	37,606 18.08	39,208 18.85	40,394 19.42	41,621 20.01	42,827 20.59
Admin Assistant - Juvenile Court	214	31,574 15.18	32,926 15.83	34,382 16.53	35,734 17.18	36,920 17.75	38,397 18.46	39,499 18.99	40,643 19.54	41,974 20.18
Intake Coordinator	214	31,574 15.18	32,926 15.83	34,382 16.53	35,734 17.18	36,920 17.75	38,397 18.46	39,499 18.99	40,643 19.54	41,974 20.18
Legal Secretary - Civil	194	30,597 14.71	31,845 15.31	33,030 15.88	34,320 16.50	35,339 16.99	36,858 17.72	37,960 18.25	39,104 18.80	40,290 19.37
Cashier	191	30,035 14.44	31,304 15.05	32,698 15.72	34,008 16.35	35,131 16.89	36,546 17.57	37,648 18.10	38,771 18.64	39,915 19.19
Real Est Spec	191	30,035 14.44	31,304 15.05	32,698 15.72	34,008 16.35	35,131 16.89	36,546 17.57	37,648 18.10	38,771 18.64	39,915 19.19
Senior Acct. Clerk	191	30,035 14.44	31,304 15.05	32,698 15.72	34,008 16.35	35,131 16.89	36,546 17.57	37,648 18.10	38,771 18.64	39,915 19.19
Vital Records Spec	191	30,035 14.44	31,304 15.05	32,698 15.72	34,008 16.35	35,131 16.89	36,546 17.57	37,648 18.10	38,771 18.64	39,915 19.19
Senior Clerk - Elections	191	30,035 14.44	31,304 15.05	32,698 15.72	34,008 16.35	35,131 16.89	36,546 17.57	37,648 18.10	38,771 18.64	39,915 19.19
Senior Clerk - Victim Witness	191	30,035 14.44	31,304 15.05	32,698 15.72	34,008 16.35	35,131 16.89	36,546 17.57	37,648 18.10	38,771 18.64	39,915 19.19
Maintenance Worker	182	29,973 14.41	30,992 14.90	31,990 15.38	33,384 16.05	34,403 16.54	35,818 17.22	36,899 17.74	38,002 18.27	39,146 18.82
Senior Clerk	177	29,453 14.16	30,618 14.72	31,845 15.31	32,968 15.85	34,050 16.37	35,381 17.01	36,462 17.53	37,565 18.06	38,667 18.59
Platroom Specialist	177	29,453 14.16	30,618 14.72	31,845 15.31	32,968 15.85	34,050 16.37	35,381 17.01	36,462 17.53	37,565 18.06	38,667 18.59
Legal Secretary	177	29,453 14.16	30,618 14.72	31,845 15.31	32,968 15.85	34,050 16.37	35,381 17.01	36,462 17.53	37,565 18.06	38,667 18.59

SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011
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>
Acct Clerk - Treas	177	29,453 14.16	30,618 14.72	31,845 15.31	32,968 15.85	34,050 16.37	35,381 17.01	36,462 17.53	37,565 18.06	38,667 18.59
Clerk III	162	28,454 13.68	29,578 14.22	30,680 14.75	31,886 15.33	32,864 15.80	34,154 16.42	35,194 16.92	36,275 17.44	37,378 17.97
Lead Cust Worker	162	28,454 13.68	29,578 14.22	30,680 14.75	31,886 15.33	32,864 15.80	34,154 16.42	35,194 16.92	36,275 17.44	37,378 17.97
Data Clerk /Receptionist County Attorney	151	27,747 13.34	28,891 13.89	29,952 14.40	31,075 14.94	31,990 15.38	33,301 16.01	34,278 16.48	35,298 16.97	36,338 17.47
Multi-Service Clerk	151		28,891 13.89	29,952 14.40	31,075 14.94	31,990 15.38	33,301 16.01	34,278 16.48	35,298 16.97	36,338 17.47
Clerk II	141	26,978 12.97	28,163 13.54	29,182 14.03	30,306 14.57	31,117 14.96	32,406 15.58	33,384 16.05	34,362 16.52	35,381 17.01
Maint General Laborer	141	26,978 12.97	28,163 13.54	29,182 14.03	30,306 14.57	31,117 14.96	32,406 15.58	33,384 16.05	34,362 16.52	35,381 17.01
Custodial Worker	130	26,354 12.67	27,269 13.11	28,267 13.59	29,328 14.10	30,243 14.54	31,949 15.36	32,864 15.80	33,862 16.28	34,882 16.77

SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011
GROUP: E DEPUTY SHERIFF UNIT

1-Jul-10

<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	61,318 29.48	63,211 30.39		64,459 30.99			65,104 31.30	65,749 31.61			
Deputy	329	44,221 21.26	46,218 22.22	48,069 23.11	50,440 24.25	52,728 25.35	53,747 25.84	54,829 26.36	55,890 26.87	56,493 27.16	57,054 27.43	57,658 27.72

SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011
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>
Corr Ofcr	246	Trainee status		37,232 17.90	38,979 18.74	42,806 20.58	43,909 21.11	44,886 21.58	45,531 21.89	46,218 22.22
Corr Ofcr Trainee	199	32,718 15.73	33,280 16.00							
Jail Custodian/ Correction Officer	176	27,539 13.24	28,413 13.66	28,954 13.92	30,222 14.53	33,072 15.90	33,966 16.33	34,611 16.64	35,922 17.27	36,462 17.53
Cook	176	27,539 13.24		28,954 13.92	30,222 14.53	33,072 15.90	33,966 16.33	34,611 16.64	35,922 17.27	36,462 17.53

SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011
GROUP: SECC

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Director	805	79,050 38.005	93,000 44.712	106,950 51.418
Deputy Director	505	56,061 26.952	65,954 31.709	75,847 36.465
Technology Systems Coord	332	42,791 20.573	50,342 24.203	57,893 27.833
Training/Quality Assurance Mgr	323	42,101 20.241	49,531 23.813	56,961 27.385
Shift Supervisor	307	40,876 19.652	48,089 23.120	55,302 26.588
Public Safety Dispatcher	252	36,750 17.668	43,235 20.786	49,720 23.904
Administrative Assistant	198	32,520 15.635	38,259 18.394	43,998 21.153
Warrant Clerk	162	29,833 14.343	35,098 16.874	40,363 19.405

SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011
GROUP: X ELECTED OFFICIALS

<u>ELECTED OFFICIAL</u>	<u>ANNUAL SALARY</u>
Attorney	129,900
Auditor	75,000
Recorder	75,000
Sheriff	96,900
Treasurer	75,000
Chair, Board of Supervisors	40,600
Board Member, Board of Supervisors	37,600

SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011
GROUP: Y DEPUTY OFFICE HOLDERS

<u>POSITION TITLE</u>	<u>ANNUAL SALARY</u>
First Assistant Attorney	110,415
Deputy Auditor - Tax	60,000
Second Deputy Recorder	63,750
Chief Deputy Sheriff	82,365

SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011
GROUP: Z TEMPORARY AND PART-TIME STAFF

<u>POSITION</u>	<u>RATE</u>
Seasonal General Laborer	\$10.73/hour
Seasonal Health Worker & Planning Intern	\$9.71 to \$12.33/hour depending on skills, education and experience
Enforcement Aide	\$9.71 to \$18.28/hour depending on skills, education and experience
Eldridge Garage Caretaker	\$11.45/hour
Seasonal Maintenance Worker (Roads)	\$11.45/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 \$22.99/hour
Health Services Professional	
Immunization Clinic/Jail Health	
LPN	\$18.31/hour
RN/EMT-P	\$21.61/hour
Election Officials	\$7.73/hour
Election Chairpersons	\$8.50/hour
Election Clerk	\$13.33/hour
Outreach/Interpreter	\$15.51/hour

SCOTT COUNTY SALARY RATE TABLE FOR FY 2010-2011

GROUP: Z TEMPORARY AND PART-TIME STAFF

POSITION

RATE

CONSERVATION: *

Glynns Creek:

Seasonal part-time Golf Managers

Food Service

\$8.75 - \$12.75/hour

Pro Shop

\$9.75 - \$13.75/hour

Seasonal Golf Pro Shop Personnel

\$7.50 - \$9.00/hour

Golf Course Rangers, Starters, Cart Persons

\$7.50 - \$8.25/hour

Concession Stand Workers

\$7.50 - \$8.25/hour

Groundskeepers

\$7.50 - \$9.00/hour

Scott County & West Lake Parks:

Beach Manager

\$11.25 - \$15.25/hr. (season)

\$9.00 - \$13.00/hr (open/close)

Pool Manager

\$11.25 - \$15.25/hr. (season)

\$9.00 - \$13.00/hr (open/close)

Assistant Beach/Pool Managers

\$9.00 - \$13.00/hour

Water Safety Instructors

\$8.00 - \$9.25/hour

Pool/Beach Lifeguards

\$7.50 - \$8.50/hour

Pool/Beach/Boathouse - Concession Workers

\$7.50 - \$8.00/hour

Park Attendant

\$7.50 - \$9.50/hour

Maintenance

\$7.50 - \$9.00/hour

Skilled Maintenance

\$9.00 - \$10.75/hour

Park Patrol (non-certified)

\$12.00 - \$13.00/hour

(certified)

\$15.00 - \$16.00/hour

Pioneer Village:

Day Camp Counselors

\$7.50 - \$8.75/hour

Apothecary Shop Concession Workers

\$7.50 - \$8.75/hour

Maintenance

\$7.50- \$9.00/hour

Wapsi Center:

Assistant Naturalist

\$10.00 - \$12.25/hour

Program Assistant

\$7.50 - \$9.00/hour

Maintenance

\$7.25 - \$8.75/hour

Skilled Maintenance

\$10.50/hour

Maintenance / Resident Caretaker

\$9.00 - \$10.75/hour

* Set by Scott County Conservation Board