



2013-2014 Budget Plan

Adopted February 26, 2013

SCOTT COUNTY, IOWA

BUDGET PLAN

JULY 1, 2013 – JUNE 30, 2014

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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**

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, 2012. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
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PRESENTED TO

Scott County

Iowa

For the Fiscal Year Beginning

July 1, 2012

Christopher P. Morill

President

Jeffrey R. Egan

Executive Director

INTRODUCTORY SECTION

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THE BUDGET GUIDE

The purpose of this section is to provide the reader with a general explanation of the format and content of the fiscal year 2013-14 budget document and to act as an aid in budget review. This document provides all summary and supporting data on the general financial condition of the County and details services, programs, and staffing levels proposed and adopted for all departments and authorized agencies.

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

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

The **Department/Authorized Agency Detail Section** presents budgeting for outcomes for each department. The budgeting for outcomes section includes outputs, outcomes and effectiveness measures for each service the department provides. The service is labeled as a core service, semi-core service, or service enhancement (see glossary). Each service is tied to the Board of Supervisors goals, to ensure that each county service aligns with the goals of the Board. Also included is budget detail by sub-object revenue and expenditure totals, and staffing data is also provided. For comparative purposes, all program budget information indicates the actual FY12 status, the budget and projected FY13 status, and the requested and adopted FY14 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 FY14. The County's basis of accounting, various financial management policies and miscellaneous statistics about Scott County are also located in the Supplemental Information Section.

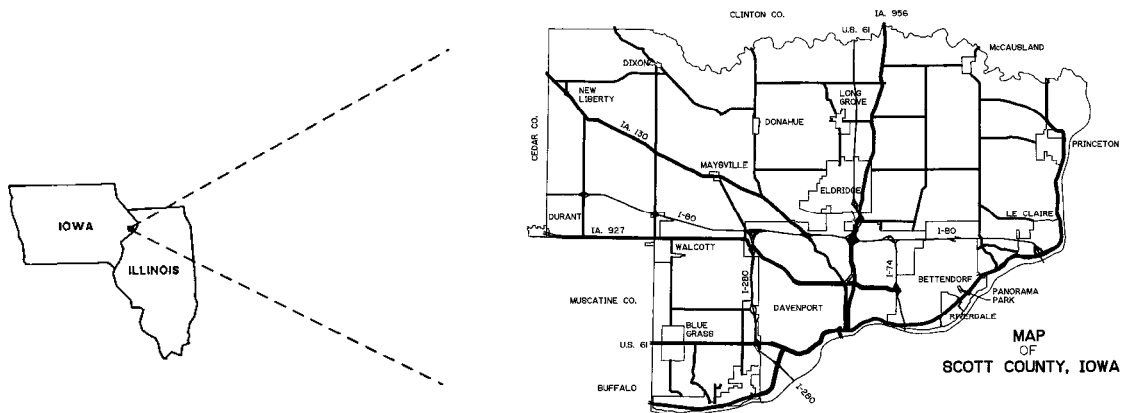
Past to the Present



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 474,226.

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

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



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

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

BOARD OF SUPERVISORS

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February 26, 2013

TO: The Citizens of Scott County

RE: 2013-14 Budget Message

The budget for Fiscal Year 2013-14 is hereby presented as reviewed and adopted by the Board of Supervisors after appropriate board work sessions with public input and public hearings. The County budget is more than a document containing financial figures; it is the County's goals and policies as an organization whose purpose it is to provide the citizens of Scott County, Iowa with the best possible programs and services for the dollars appropriated.

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to Scott County for its annual budget for the fiscal year beginning July 1, 2012. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device. The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award this year.

For over three decades, the Scott County Board of Supervisors has participated in a formalized goal setting process using an outside facilitator. A strategic plan is established with two year objectives that have bi-monthly updates to the Board. The major themes in the current strategic plans are listed below.

**SCOTT COUNTY GOALS
2013-2014**

Extend our Resources

Improve Communications

Foster Healthy Communities

During the strategic planning sessions the county renewed its commitment to service by updating the vision, mission and culture statements for the County. Through all employee group meetings and using voting techniques on the county intranet the statements were vetted and approved by the Board. The following mission statement and objectives further informed the staff on the development of programs for the FY13-14 budget.

SCOTT COUNTY MISSION STATEMENT

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

SCOTT COUNTY GOALS AND OBJECTIVES FY2013-14

1.0 Extend Our Resources

1.1 Financial, People, Technology

- 1.1.1** Enterprise Resource Planning System implementation
- 1.1.2** Fleet Management software implementation
- 1.1.3** Space Study conducted with outcomes in FY 14-19 Capital Program
- 1.1.4** County Shared Services initiative with other jurisdictions
- 1.1.5** Review County policies that impede economic development
- 1.1.6** Work with Quad Cities First and the Quad Cities Chamber to identify and secure more large scale development sites

2.0 Improve Communication

2.1 Internal Communication

- 2.1.1** Continue to develop grassroots, employee-wide communications strategy

2.2 External Communication

- 2.2.1** Restructure and simplify website
- 2.2.2** Develop slide show presentation program
- 2.2.3** Hold quarterly meetings for PIO's

2.3 Legislative Communication

- 2.3.1** Identify and prioritize legislative issues
- 2.3.2** Participate in Urban County Coalition meetings
- 2.3.3** Hold face to face meetings with state and federal legislators

3.0 Foster Healthy Communities

3.1 Promote Mental Health

- 3.1.1** Work on redesign to best serve the needs of Scott County
- 3.1.2** Participate in regional five county exploratory group
- 3.1.3** Advocate for transition funding for FY 13 budget

3.2 Support Health and Wellness

3.2.1 Implement Community Transformation Grant

3.2.2 Continue to implement Healthy Lifestyles with Benefit Committee

Following the process of identifying objectives and assigning responsibilities action plans are developed to address all objectives. Specific departments are identified in the action plans which are responsible to carry out each action step. The status on these action plans are reviewed bi-monthly with the Board by 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 strategic plan priorities into the annual budget process is enhanced each year by having a pre-budget meeting with the Board of Supervisors, the County Administrator and the Budget Manager at which time the Board reemphasizes the objectives to be accomplished and any additional specific areas to be reviewed during the upcoming budget process. At that meeting the County Administrator reviews with the Board the ending fund balances of the previous year and other financial and legislative data that may shape the Board's priorities.

A section of the budget planning manual is distributed to department heads and authorized agency directors prior to their start on developing their budget requests which includes a listing of all strategic plan objectives as well as a listing of the specific budget areas identified by the Board of Supervisors to be reviewed during the upcoming budget sessions. Department heads, agency directors and county budget analysts are directed to keep these strategic plan priorities and specific areas of budget review in mind when they were preparing and reviewing their FY14 budget submissions, highlighting in their budgeting for outcomes measures 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 FY14 budget process were:

1. Implement IT Master Plan.
2. Complete and implement Fleet Evaluation Study.
3. Complete and implement Space Needs Study.
4. Work with State Legislature on Mental Health funding and redesign of services.

The FY14 Budget Initiatives that addressed or impacted these areas are described below:

IT Master Plan

- The Capital Budget and program reflect continued commitment to technology improvements with the funding for the purchase and phased implementation of the Enterprise Resource Planning System (ERP). Additionally electronic storage and electronic content management solutions were funded for future needs and efficiencies.

Fleet Evaluation Study

- The fleet evaluation was done by a consultant who reviewed the fleet both in size and usage for cost savings and to recommend an overall management approach to the 13 million dollar fleet asset. The study determined that consistent data is not available to assess performance in many areas and there is considerable duplication of effort across departments. The County's motor pool appears to be successful, but could be more effective with additional units. Short term recommendations of the study include gather better data across all fleet departments and offices, expand motor pool, and develop county-wide fleet policies and procedures. The Board approved the purchase of enhanced software to be used across the County departments. This program is being implemented in FY14. Long range recommendations include centralizing fleet management and right-sizing the fleet based on further data obtained.

Space and Needs Study

- A space and needs study has been completed. The study reviewed the usage of all county buildings that house department functions, including storage, to determine current utilization and future needs. The study identified, by building, the issues facing the service delivery, staff, functional relationships, facility condition, and previous studies. The projection of space needs considered the needs of the county in 2022 and 2032 through corporate partnerships, changing populations, growth, organizational direction, service delivery model, technology and parking. A master plan was developed from four options and presented to the Board for recommendation. The master plan recommends a phased approach to address short term recommendations at the County courthouse and Sheriff Patrol Headquarters. These projects begin to appear as early as the FY14 capital budget and continue through the 5 year plan. The long range recommendations indicate repurposing of existing locations and increased utilization of existing spaces.

Work with State Legislature on Mental Health funding and redesign of services

- The County continues to meet with State Legislature on a monthly basis to communicate the importance of the \$47.28 per capita state funding level beginning July 1, 2013. The new funding level for non-Medicaid services is the first step in a mental health redesign that will enable the County to continue to provide core services to Scott County residents. Scott County is working with four counties: Cedar, Clinton, Jackson and

Muscatine to become a regional government for the purpose of directing services at a regional level but delivered locally at the County level.

Additionally, the FY14 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.

LONG RANGE PLANNING

The County's long range planning is developed through the multi-year strategic plan as approved by the Board. Funding decisions as to the best allocation of financial resources were made with regard to the County multiyear goals, mission statement, and current year goals and objectives. The current strategic plan focuses on extending our resources, improving communications and fostering healthy communities. By articulating a vision for the future, and identifying long term goals and short term priorities, the County Board defines the County's core businesses and outcomes. The outcomes of the fleet management study and the space study are reflected in the capital plan which addresses the long term capital needs of the county. Working on regional governed mental health services will address funding and create a long term stable system for one of our most important service areas. Additionally, consideration of current economic conditions as well as past results guided how resources are allocated by service area. The County's budget process estimates stabilized operating costs under the CPI index over multiple years.

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 benefits of consolidation 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, three jurisdictions and Medic Ambulance entered into a 28E agreement to provide consolidated services. FY14 is the fourth year the Scott County tax levy will provide primary funding for the new agency. Likewise, the cities of Davenport and Bettendorf continue to reap the financial benefits in their respective tax levies.

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

TAX LEVY AND REVENUE OUTLOOK

The property tax continues to be the major revenue source for Scott County. In FY14, total net property taxes represent 64% of total County revenues. The County continues to rely heavily on property taxes to fund programs as other revenue sources have decreased in recent years. Intergovernmental revenues, due to the reduction of Medicaid reimbursements, is expected to reduce by 9% of total county revenues.

Other revenues sources in the FY14 budget are interest income and local option sales tax. Interest income remains 60% lower from its peak in FY01 due to historically low interest rates as set by the Federal Reserve Board which was the major reason for the FY2009-10 property tax percentage increase. As other revenues fall, the county can continue to rely on local option tax as property tax relief. The County projects a 1.1% increase in this revenue for FY14. We anticipate this revenue to remain stable.

An established practice has been the training of County Employees 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 in FY10 the County set the goal of one million dollars of savings and that goal was exceeded. In FY11 the goal was to find \$500,000 in savings and 6,240 hours or three FTE's of staff savings in process improvements. Since that year LEAN has become an on-going program that is used in the county in improving business processes. 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 tax rate per \$1,000 of taxable valuation for FY14 has decreased to 6.23534 for property located in incorporated areas (cities). The rate has decreased from 9.43922 to 9.28021 for property located in unincorporated areas (townships). Commercial and industrial class property owners will see and overall decrease in county taxes for FY14.

Fiscal Year	Urban Rate	% Change	Rural Rate	% Change
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
2011-12	6.37607	0.0	9.51373	1.2
2012-13	6.30156	-1.2	9.43922	-0.8
2013-14	6.23534	-1.1	9.28021	-1.4

For FY13, Scott County's rural property tax rate rank *second lowest* respectively among the eight largest urban counties in Iowa even though we rank 3rd in population. Scott County has the third lowest urban property tax rate for among the eight largest urban counties, even with SECC operational costs and annual debt amortization.

The County's tax base has increased at an average rate of 3.6% annually over the past ten years. Residential taxable valuations also reflect a State imposed rollback computation, currently at 52.8166% of fair market value. The agriculture land / structure rollback computation was 59.9334% for FY14. There were no rollbacks for commercial, industrial, or utility property. The current county wide taxable valuation base amount of \$7.546 billion dollars reflects a 2.7% increase from last year. For FY14, with the rollbacks, the residential property, utilities and ag land / structures taxable property values increased, while commercial and industrial decreased. The residential class of property represents approximately 59.0% 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 property taxes and Riverboat Gaming tax proceeds. 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. The taxes have been stable over the 10 year period. However construction costs continue to increase and it is becoming more difficult to fund the same level of projects with 2004 dollars.

State aid for next year represents 17% of the total revenue sources for FY14, which is significantly down compared to the previous year. The State took control of Medicaid expenditures and related reimbursement from the local provider level to the State level in FY 13. The total amount of \$12,980,069 is made up of \$3,985,206 in grants and reimbursements, \$3,400,453 in state shared revenues such as motor fuel and franchise taxes, \$977,469 in state property tax replacement credits against levied taxes, and \$4,616,941 in other State credits such as MH-DD property tax relief and military tax credits.

OTHER REVENUES

Fees and charges total \$5,901,735 for FY14, an increase of 4.1% as compared to \$5,668,916 for FY13. 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 increase in revenue is largely the result of housing federal prisoners, an average of 15 per day. The County inmates average 240 per day and the County continues to see an increase the repayment of delinquent fines through the County Attorney's office. In 2012 the State legislature changed the gun permit law and made it more accessible which has significantly increased gun ownership. The County has performed several fee study reports over the years to evaluate where fee levels are in relation to other municipalities and as compared to the cost of providing the service. Fee adjustments are made on a frequent basis to minimize the adverse affect of large fee increases in any given fiscal year. Also, County officials work with the State in this area for fees set by State law. Most projected revenues are based on historical trends factoring in any new legislative or county fee changes. Some revenues are calculated based on economic assumptions such as interest 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 paragraphs present a summary of major and non-major fund reserves (excluding capital funds) for the FY14 budget year and the percentage of increases and decreases in relation to the prior year budget amounts.

Net property taxes are increasing by 2.0% for FY14. The increase was the result of a rollback increase and new value (new construction and valuation increases). Interest rates continue to be at historically low a rate, which has significantly changed this revenue source for the budget. 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 decreasing slightly due to a decrease in collection of delinquent taxes. Local option taxes (one cent sales tax) are projected to increase 1.1% compared to the prior year based on State projections.

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 projected to increase 1.5% from the previous year budget. Charges for services are increasing 26.4% from FY13. Again this increase is due to the budgeting of the registering of new gun permits, increase federal prisoners at the jail and the new fine program in the County Attorney's office.

As previously mentioned, the uses of money and property revenues are projected to remain at historically low levels due to extremely low interest rate levels. The Fed continues to keep the interest rate low in hopes that it encourages economic recovery. Finally, other revenues are increasing due to reimbursements for services provided.

FUND BALANCES

The unassigned fund balance of the general fund is projected to be \$9,613,969, which is a increase of \$6,100 from the re-estimated FY13 balance. Important to the Board is the maintenance of fund balance as we continue to face declining non-real estate tax revenues during these challenging economic times. The Board has nonspendable fund balances for notes receivable of \$81,428 and prepaid items of \$109,106. The amounts restricted for the County Conservation sewage treatment and for other statutory programs are \$212,459 and \$786,943, respectively. The amount assigned for IBNR claims liabilities is \$350,000. The remaining \$9,613,969 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 unassigned fund balance 18.12% of the general fund brings the County in line with the minimum amount designated by the County's Financial Management policies. All other fund balances meet or exceed recommended levels except the MH/DD Fund as indicated below.

State MH/DD funding historically has been an issue across the state. The ARRA benefits (enhanced FMAP rate) ended June 30, 2011. The 2011 Legislative Session approved new money for MH/DD services to assist in stabilizing the current system while workgroups begun addressing MH/DD Redesign. However it became apparent in mid FY12 that the state monies were not enough to pay for current level of services mainly due to the increase costs of Medicaid. The large urban counties advocated for supplemental funding from the State but were rejected. Funding was eliminated in the fourth quarter of FY12 for two of the nonprofits who deliver MH/DD services in order to balance the budget. The state legislature approved a redesign for MH/DD services and funded Medicaid services in FY13. Due to reduced fund balances of the MH/DD funds across the state, the Iowa legislature took applications for transition funding for fiscal year 2013 until the statewide average is adopted in FY 14. Scott County applied for \$2.4 million in transition funds and received those funds late March of 2013. The Board must make funding decisions outside of the budget process because the state is unwilling to provide a timely decision on mental health funding. The legislature did pass a bill that will increase the county levy for FY14 to a statewide average and at this time is promising to backfill the shortfall with state money. This legislation was not approved by the Board's required budget adoption on March 15th. This property tax relief model

would only be funded by the State for two years FY14-FY15. Then the Legislature will again debate their financial involvement.

The Capital Projects fund balance will decrease 26.9% to \$3,493,961 from a projected \$4,526,426. A few larger FY14 capital projects include the beginning of an ERP system acquisition as well as ADA improvements and implementation of two projects in the Phase One Space Utilization Master Plan. These projects are the reason for this decrease and are discussed further under the Capital Improvements section below.

The County's Debt Service Fund is decreasing \$525,496 to \$1,136,781 due to the collection of long term loans receivable of the Scott Solid Waste Commission Revenue Bond.

The total non-major governmental funds (Secondary Roads, Recorder's Record Management, and Rural Services Funds) are decreasing \$754,489 due to planned future capital project funding within the Secondary Roads Fund.

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 4.78 FTE's, or 1.6%, to its current level of 472.68 FTE's. During this period, the increase is mostly related to facility and support services increasing to support Jail and SECC operations. Also employees were added to the Public Health Department for jail health nursing and other grant related health programs. For FY14, 4.95 positions were reconciled out of the Sheriff's Office in consideration of staffing hours at the jail upon completed union negotiations. The Conservation Department was reduced by 1.75 FTE to reflect the reduction of hours various seasonal staff and 0.37 FTE at the Golf course to reflect the reduction of part time Laborers. Facility Support and Services Department decreased by 0.50 FTE to reflect the elimination of the General Laborer position. Secondary Roads Department decreased by 1.0 FTE to reflect the elimination of Truck Driver / Laborer relating to a 2006 upgrade. In total, the County decreased estimated FTE's by 12.6 for FY14 due to reconciliation of seasonal staffing levels, completed contract negotiations and variable hour staff positions. 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 2%.

Overall expenditures for all County operations including capital projects (net of transfers and non-budgeted funds) are \$76,452,477 which is a decrease of \$6,353,817 or 7.7% from the FY13 budget. Mental Health, MR and DD services declined by 9.9% of the total county operations budget. The operating budget is down by 10.2% or \$7,603,719. Total revenues (net of other financing sources and non-budgeted funds) for the County are \$74,282,367, which is a decrease of 8.2% below last fiscal year.

The overall expenditure decrease of 7.7% is the result of several service areas increasing with three decreasing. Capital projects are discussed further below and are increasing 31.0%. Roads & Transportation is a 6.1% increase, and Government Services to Residents is increasing 3.1%, while Administration (interprogram) is increasing 8.4%.

Physical Health and Social Services is decreasing (1.9%) primarily due to a reduction in pass through federal grant dollars in the Health Department. Mental Health, Mental Retardation and

Developmental Disabilities (MH/MR/DD) is decreasing by 52.5% due to state mental health redesign and the allocation of Medicaid services to the State level of government.

Administration (interprogram) costs are increasing by 8.4% primarily due to inflationary increases and contingency expenditures. Debt Service is increasing by 0.3%. Debt Service includes interest and principal payments on the Solid Waste general obligation bond issue and River Renaissance general obligation bond issue, county-wide GIS general obligation bond issue, and the county issued Emergency Equipment Bonds, and Public Safety Authority capital lease.

CAPITAL IMPROVEMENTS AND DEBT SERVICE

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

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. 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.

Beginning in fiscal year 2014, the County can allocate the lease payment payable to the Public Safety Authority out of the operating budget and into the Debt Service Fund. This reallocation of debt service allows a greater access of the County Taxable Valuation and reduces the overall tax rate payable by the taxpayers. Additionally in Fiscal Year 2013, the County Public Safety Authority entered into a cross-over refunding arrangement to reduce future debt service \$2.095 million dollars through FY 2025. This resulted in an amended lease contract between the County and the PSA. The Board of Supervisors has authorized a transfer from the General Fund to the Electronic Equipment fund to support computer software and hardware purchases as a result of the adopted Scott County IT Strategic Master Plan. This plan was adopted by the Board of Supervisors Spring of 2010, and includes numerous projects that will require the purchase of new software and hardware.

The County is currently using only 5.39% 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 \$5,224,945 for fiscal year FY14, with 67% or \$3,482,415 for general projects, 23% or \$1,205,000 for Secondary Roads projects, and 10% or \$537,530 for Conservation parks and recreation projects. There are very few non-routine capital projects in the FY14 Capital Plan. The larger, non-routine projects for FY14 include the beginning of the Space Plan Utilization Projects, \$200,000 as well as the purchase of our ERP (enterprise resource planning systems) \$800,000. In the upcoming year we will conclude our project with full implementation of all modules including accounts payable, human resources, payroll, contract management, grant management, facilities management, project accounting, general ledger, budgeting and purchasing. The County looks forward to this challenging project.

The general capital improvements budget of \$4,049,945 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 supported by gaming boat revenues. Unfortunately, gaming revenues have seen a decline of approximately 35% in over ten years because of the economy. This decline in a critical funding source for our capital budget requires a larger property tax transfer to fund projects in the upcoming years.

The local Secondary Roads capital program totals \$1,205,000, which is significantly larger than previous years. This amount is for asphalt and culvert projects. Additionally, the County's Secondary Roads Department will begin five bridge replacements, as well as resurfacing on 275th Street which requires two years of fund allocations.

The Conservation Department capital plan for FY14 totals \$537,530. Conservation capital projects include road repair, waste water treatment upgrades and Summit campground electrical improvements at West Lake Park (\$195,000), Wapsi cabin replacement (\$60,000) and pool & aquatic center renovation, Cody Homestead Improvements, Pioneer Village Renovation and Whispering Pines Roof Replacement at Scott County Park (\$232,530). Conservation also has designated a portion (\$50,000) of its CIP allocation to a reserve account for future projects, cost overruns, potential land acquisition, and to fund any golf course deficits. 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 FY14 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 FY14 operating budget and stabilizing the County's reliance on property tax revenues.

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

These are challenging times which require the Board, elected and appointed department heads, County staff to develop new methods and ideas in providing services to the community and to continue to improve its public facilities and infrastructure. The continued 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,

A handwritten signature in cursive script, appearing to read "Larry Minard".

Larry Minard, Chair
Scott County Board of Supervisors

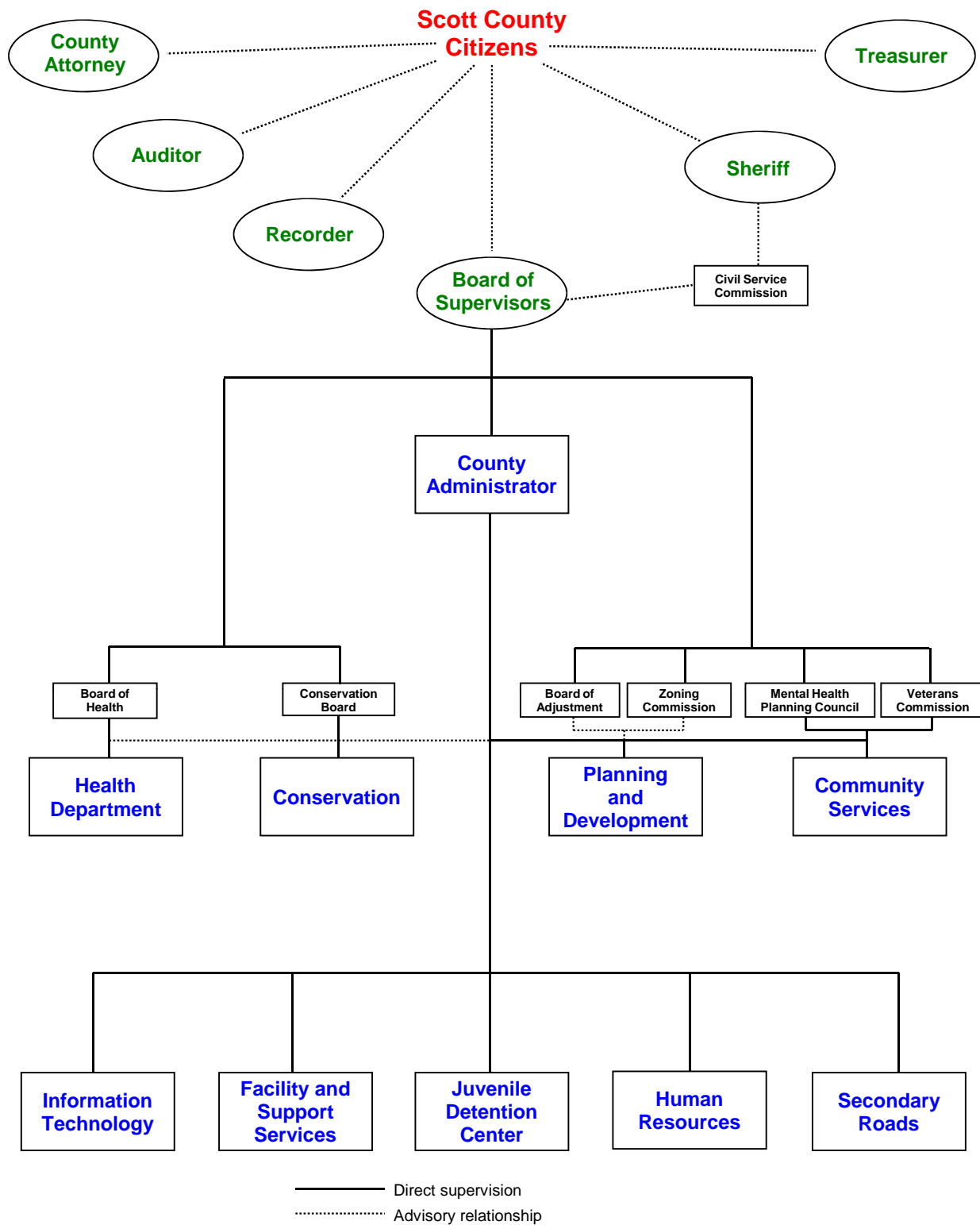
A handwritten signature in cursive script, appearing to read "Dee F. Bruemmer".

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	Larry E. Minard	2014
Supervisor, Vice Chair	Jim Hancock	2016
Supervisor	Carol T. Earnhardt	2014
Supervisor	Tom Sunderbruch	2016
Supervisor	William P. Cusack	2014
Attorney	Michael J. Walton	2014
Auditor	Roxanna Moritz	2016
Recorder	Rita Vargas	2014
Sheriff	Dennis Conard	2016
Treasurer	Bill Fennelly	2014
Administration		
County Administrator	Dee F. Bruemmer	
Department Heads		
Community Services	Lori Elam	
Conservation	Roger Kean	
Facility and Support Services	Dave Donovan	
Health	Edward Rivers	
Human Resources	Mary Thee	
Information Technology	Matt Hirst	
Juvenile Detention Center	Jeremy Kaiser	
Planning & Development	Tim Huey	
Secondary Roads	Jon Burgstrum	

Scott County Government Organizational Chart



SCOTT COUNTY FY14 BUDGET REVIEW

10 YEAR FTE LISTING

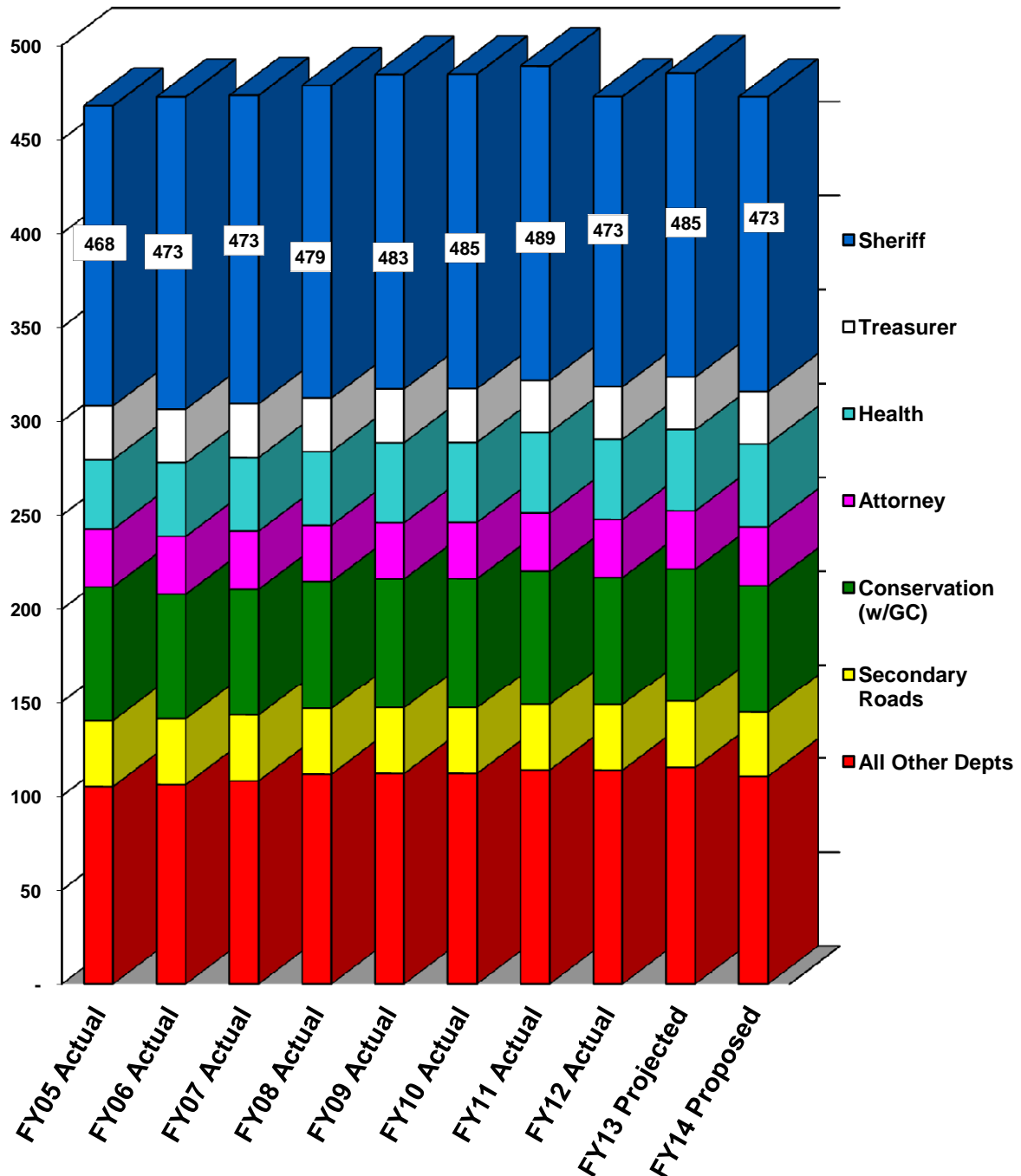
<u>Department</u>	<u>FY05</u>	<u>FY06</u>	<u>FY07</u>	<u>FY08</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>
Administration	3.10	3.10	3.10	3.10	3.50	3.50	3.50	3.50	3.50	3.50
Attorney	30.63	30.75	31.00	30.00	30.00	30.00	31.00	31.00	31.00	31.50
Auditor	15.40	15.40	16.40	16.40	15.40	15.40	14.40	14.40	14.05	14.05
Community Services	12.50	12.50	12.50	12.50	12.50	12.50	11.50	11.50	11.50	10.00
Conservation (net of golf course)	52.40	47.53	48.08	48.71	49.71	49.85	51.87	48.62	51.45	49.70
Facility and Support Services	24.19	24.19	25.69	29.14	29.14	29.14	31.04	30.55	30.55	29.60
Health	37.15	39.15	39.15	39.15	42.60	42.60	43.00	42.65	43.25	43.97
Human Resources	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	3.50
Information Technology	10.00	11.00	11.00	11.00	12.00	12.00	14.00	14.40	15.40	15.40
Juvenile Court Services	14.20	14.20	14.20	14.20	14.20	14.20	14.20	14.20	15.00	14.20
Planning & Development	4.08	4.08	4.08	4.08	4.08	4.08	4.08	4.08	4.08	4.08
Recorder	12.00	12.00	11.50	11.50	11.50	11.50	11.50	11.50	11.50	11.00
Secondary Roads	35.15	35.15	35.15	35.15	35.15	35.15	35.15	35.15	35.40	34.40
Sheriff	159.65	166.10	164.10	166.30	166.35	167.35	167.35	154.35	161.75	156.80
Supervisors	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Treasurer	<u>28.60</u>	<u>28.60</u>	<u>28.60</u>	<u>28.60</u>	<u>28.60</u>	<u>28.60</u>	<u>27.60</u>	<u>28.00</u>	<u>28.00</u>	<u>28.00</u>
SUBTOTAL	448.55	453.25	454.05	459.33	464.23	465.37	469.69	453.40	465.93	454.70
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>17.98</u>
TOTAL	<u>467.90</u>	<u>472.60</u>	<u>473.40</u>	<u>478.68</u>	<u>483.58</u>	<u>484.72</u>	<u>489.04</u>	<u>472.75</u>	<u>485.28</u>	<u>472.68</u>

- FY 13 Conservation (Net of golf course) now includes seasonal Staff FTE. All years have been restated.

FTE (Full Time Equivalents) STAFFING TRENDS

TEN YEAR COMPARISON

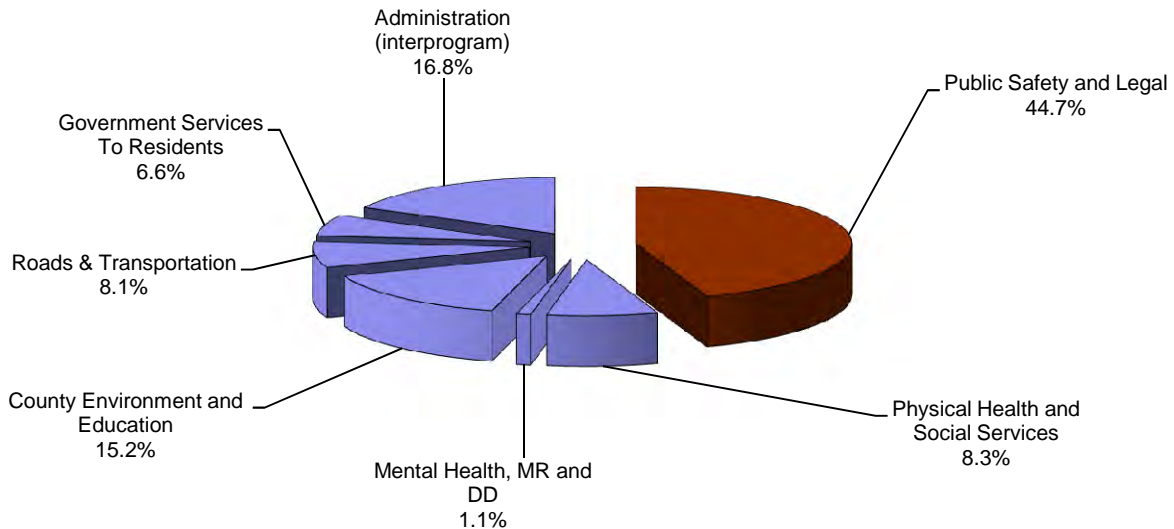
FTE's



Total FTE's have increased 4.78 positions or 1.0% over the past 10 years. 6.8 positions have been added to the Health Department, primarily grant funded positions or for the Jail Inmate Health program. 5.4 positions have been added to Facility & Support Services to supplement new services areas at the Jail and SECC. Some departments such as Secondary Roads, Conservation, Community Services, and the Treasurer's office have actually reduced their FTE's over the past 10 years.

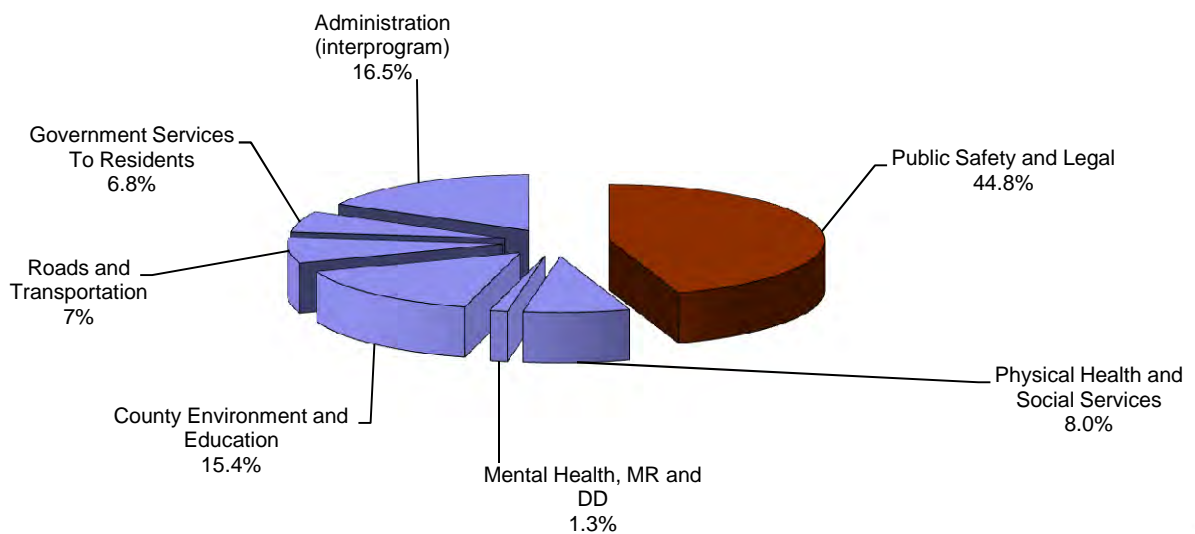
FTE (Full Time Equivalents) Staffing FY14 vs FY13 - By Service Area

FY14 BUDGET: 472.68 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).

FY13 BUDGET: 485.28 FTE's



SCOTT COUNTY FUND STATEMENT

ALL FUNDS

<u>Fund</u>	<u>Estimated Balance 07/01/13</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Estimated Balance 06/30/14</u>
Major Governmental Funds				
General Fund	\$ 11,147,805	\$ 59,763,629	\$ 59,757,529	\$ 11,153,905
Mental Health, MR & DD	923,628	8,348,333	8,032,093	1,239,868
Debt Service	1,662,276	3,852,356	4,377,852	1,136,780
Capital Improvements				
General	3,319,731	3,222,530	4,019,945	2,522,316
Electronic Equipment	263,191	611,800	850,000	24,991
Vehicle	52,442	150	-	52,592
Conservation Equip Reserve	226,969	46,000	50,000	222,969
Conservation CIP Reserve	<u>664,093</u>	<u>7,000</u>	<u>-</u>	<u>671,093</u>
Total Capital Improvements	4,526,426	3,887,480	4,919,945	3,493,961
Total Major Governmental Funds	18,260,135	75,851,798	77,087,419	17,024,514
Nonmajor Governmental Funds				
Rural Services	158,900	2,775,277	2,778,307	155,870
Recorder's Record Mgt	42,740	34,369	20,000	57,109
Secondary Roads	<u>1,401,031</u>	<u>6,572,672</u>	<u>7,338,500</u>	<u>635,203</u>
Total Nonmajor Governmental Funds	1,602,671	9,382,318	10,136,807	848,182
Business-Type Activities Fund				
Golf Course Enterprise	<u>2,369,538</u>	<u>1,105,800</u>	<u>1,093,089</u>	<u>2,382,249</u>
Total*	<u>\$ 22,232,344</u>	<u>\$ 86,339,916</u>	<u>\$ 88,317,315</u>	<u>\$ 20,254,945</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 2011-2012</u>	<u>Budget 2012-13</u>	<u>Revised Estimate 2012-13</u>	<u>Budget 2013-14</u>	<u>% Change From Prior Budget</u>
Major Governmental Funds					
General Fund	\$ 60,035,805	\$ 60,381,741	\$ 61,116,436	\$ 59,763,629	-1.0%
Mental Health, MR & DD	15,904,466	16,836,932	6,946,991	8,348,333	-50.4%
Debt Service	1,738,527	1,708,972	1,850,752	3,852,356	125.4%
Capital Improvements					
General	2,452,309	3,270,530	4,760,326	3,222,530	-1.5%
Electronic Equipment	611,738	610,000	610,000	611,800	0.3%
Vehicle	19,700	-	-	150	0.0%
Conservation Equip Reserve	60,585	44,000	44,000	46,000	4.5%
Conservation CIP Reserve	<u>287,674</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>	0.0%
Total Capital Improvements	3,432,006	3,931,530	5,421,326	3,887,480	-1.1%
Total Major Governmental Funds	81,110,804	82,859,175	75,335,505	75,851,798	-8.5%
Nonmajor Governmental Funds					
Rural Services	2,613,333	2,760,301	2,760,301	2,775,277	0.5%
Recorder's Record Mgt	35,946	34,000	34,322	34,369	1.1%
Secondary Roads	<u>6,304,012</u>	<u>6,161,113</u>	<u>6,015,864</u>	<u>6,572,672</u>	6.7%
Total Nonmajor Governmental Funds	8,953,291	8,955,414	8,810,487	9,382,318	4.8%
Business-Type Activities Fund					
Golf Course Enterprise	<u>1,293,898</u>	<u>1,097,623</u>	<u>5,632,080</u>	<u>1,105,800</u>	0.7%
Total*	<u>\$ 91,357,993</u>	<u>\$ 92,912,212</u>	<u>\$ 89,778,072</u>	<u>\$ 86,339,916</u>	-7.1%

*Includes interfund transfers and non-budgeted fund activity

SCOTT COUNTY EXPENDITURE ESTIMATES

ALL FUNDS

<u>Fund</u>	<u>Actual 2011-2012</u>	<u>Budget 2012-13</u>	<u>Revised Estimate 2012-13</u>	<u>Budget 2013-14</u>	<u>% Change From Prior Budget</u>
Major Governmental Funds					
General Fund	\$ 57,405,023	\$ 60,941,998	\$ 67,477,675	\$ 59,757,529	-1.9%
Mental Health, MR & DD	16,858,107	16,926,575	6,291,682	8,032,093	-52.5%
Debt Service	2,243,765	2,241,560	2,241,560	4,377,852	95.3%
Capital Improvements					
General	1,952,204	3,299,030	3,825,724	4,019,945	21.9%
Electronic Equipment	835,000	850,000	850,000	850,000	0.0%
Conservation Equip Reserve	-	-	50,000	50,000	N/A
Total Capital Improvements	2,787,204	4,149,030	4,725,724	4,919,945	18.6%
Total Major Governmental Funds	79,294,099	84,259,163	80,736,641	77,087,419	-8.5%
Nonmajor Governmental Funds					
Rural Services	2,600,267	2,672,395	2,672,395	2,778,307	4.0%
Recorder's Record Mgt	60,215	40,000	40,000	20,000	-50.0%
Secondary Roads	5,349,745	6,470,000	6,454,111	7,338,500	13.4%
Total Nonmajor Governmental Funds	8,010,227	9,182,395	9,166,506	10,136,807	10.4%
Business-Type Activities Fund					
Golf Course Enterprise	1,247,062	1,094,193	1,041,275	1,093,089	-0.1%
Total*	<u>\$ 88,551,388</u>	<u>\$ 94,535,751</u>	<u>\$ 90,944,422</u>	<u>\$ 88,317,315</u>	-6.6%

*Includes interfund transfers and non-budgeted fund activity

ALL COUNTY FUNDS - REVENUES

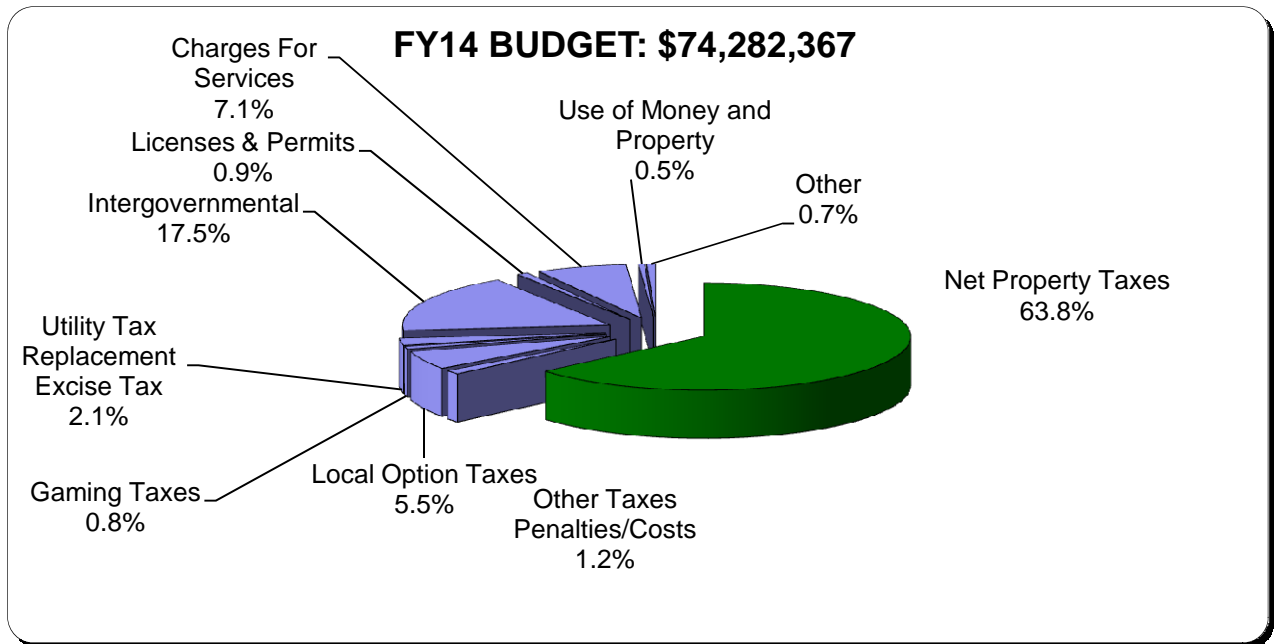
RECONCILIATION INFORMATION

	<u>Actual</u> <u>2011-2012</u>	<u>Budget</u> <u>2012-13</u>	<u>Revised</u> <u>Estimate</u> <u>2012-13</u>	<u>Budget</u> <u>2013-14</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
Revenues per summary statement	\$ 91,357,993	\$ 92,912,212	\$ 89,778,072	\$ 86,339,916	-7.1%
Less transfers in:					
GENERAL BASIC					
Conservation Equipment Replc	-	-	50,000	50,000	N/A
GENERAL SUPPLEMENTAL					
General Basic	4,500,000	4,500,000	4,500,000	4,500,000	0.0%
SECONDARY ROADS					
General Basic	681,882	725,794	735,794	745,000	2.6%
Rural Services Basic	2,061,118	2,139,440	2,139,440	2,226,719	4.1%
CAPITAL IMPROVEMENT					
General Basic	904,347	1,770,030	2,790,000	1,770,030	0.0%
Electronic Equipment	835,000	850,000	1,330,000	850,000	0.0%
Recorder's Record Mgt	60,215	40,000	40,000	20,000	-50.0%
CONSERVATION CIP					
General Basic	283,183	-	-	-	0.0%
ELECTRONIC EQUIPMENT					
General Basic	<u>610,794</u>	<u>610,000</u>	<u>610,000</u>	<u>610,000</u>	0.0%
Total Transfers In	9,936,539	10,635,264	12,195,234	10,771,749	1.3%
Less: Proceeds of fixed assets	339,441	224,000	64,000	180,000	-19.6%
Less Non-Budgeted Funds					
GOLF COURSE ENTERPRISE					
REVENUES	1,081,007	1,097,623	1,096,633	1,105,800	0.7%
TRANSFER TO GOLF COURSE					
ENTERPRISE	<u>212,891</u>	<u>-</u>	<u>4,535,447</u>	<u>-</u>	N/A
Total Non-Budgeted Funds	<u>1,293,898</u>	<u>1,097,623</u>	<u>5,632,080</u>	<u>1,105,800</u>	0.7%
Net Budgeted Revenues	<u>\$ 79,788,115</u>	<u>\$ 80,955,325</u>	<u>\$ 71,886,758</u>	<u>\$ 74,282,367</u>	-8.2%

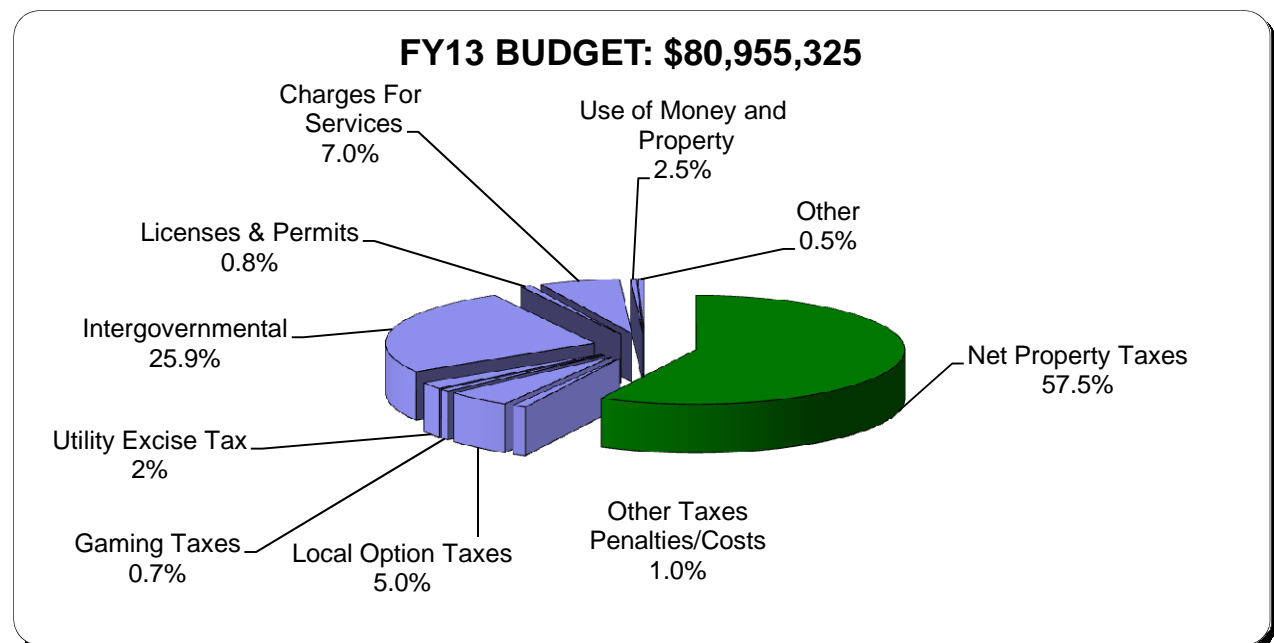
SCOTT COUNTY FY14 BUDGET REVIEW

COUNTY REVENUES BY SOURCE

Budgeted Funds



Net property taxes represent over half of all revenues collected by the County.



REVENUE SOURCES

(excluding transfers, sale of capital assets and non-budgeted funds)

<u>Revenues</u>	<u>Actual 2011-12</u>	<u>Budget 2012-13</u>	<u>Revised Estimate 2012-13</u>	<u>Budget 2013-14</u>	<u>% Change From Prior Budget</u>
Taxes Levied on Property	\$ 45,954,824	\$ 47,508,707	\$ 47,508,707	\$ 48,415,997	1.9%
Less: Uncollected Delinq Taxes-Levy Yr	38,492	57,233	57,233	38,493	-32.7%
Less: Credits To Taxpayers	<u>976,465</u>	<u>996,866</u>	<u>996,866</u>	<u>977,469</u>	-1.9%
Net Current Property Taxes	44,939,867	46,454,608	46,454,608	47,400,035	2.0%
Add: Delinquent Property Tax Revenue	<u>38,492</u>	<u>57,233</u>	<u>57,233</u>	<u>38,493</u>	-32.7%
Total Net Property Taxes	44,978,359	46,511,841	46,511,841	47,438,528	2.0%
Penalties, Interest & Costs On Taxes	789,143	780,000	780,000	780,000	0.0%
Other County Taxes	<u>68,373</u>	<u>68,513</u>	<u>68,513</u>	<u>68,074</u>	-0.6%
Total Other Taxes, Penalties & Costs	857,516	848,513	848,513	848,074	-0.1%
Local Option Taxes	4,052,754	4,052,754	4,098,552	4,098,552	1.1%
Gaming Taxes	596,840	575,000	575,000	575,000	0.0%
Utility Tax Replacement Excise Tax	1,625,295	1,596,856	1,596,856	1,570,337	-1.7%
Intergovernmental:					
State Shared Revenues	3,146,564	3,054,379	3,059,130	3,400,453	11.3%
State Grants & Reimbursements	9,913,113	10,947,407	2,575,322	1,838,914	-83.2%
State / Federal Pass Through Rev	1,513,160	1,583,597	1,824,402	1,380,496	-12.8%
State Credits Against Levied Taxes	976,465	996,866	996,866	977,469	-1.9%
Other State Credits	3,922,050	3,891,141	2,462,500	4,616,941	18.7%
Federal Grants & Entitlements	8,269	8,400	183,221	8,300	-1.2%
Contr & Reimb From Other Govts	762,884	462,534	458,379	750,996	62.4%
Payments in Lieu of Taxes	<u>6,682</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>	0.0%
Subtotal Intergovernmental	20,249,187	20,950,824	11,566,320	12,980,069	-38.0%
Licenses & Permits	653,400	631,170	628,183	640,470	1.5%
Charges For Services	5,463,130	5,037,746	5,168,100	5,261,265	4.4%
Use of Money & Property	375,152	347,671	361,493	363,990	4.7%
Miscellaneous	<u>936,482</u>	<u>402,950</u>	<u>531,870</u>	<u>506,082</u>	25.6%
Total Revenues	<u>\$ 79,788,115</u>	<u>\$ 80,955,325</u>	<u>\$ 71,886,728</u>	<u>\$ 74,282,367</u>	-8.2%

ALL COUNTY FUNDS - EXPENDITURES

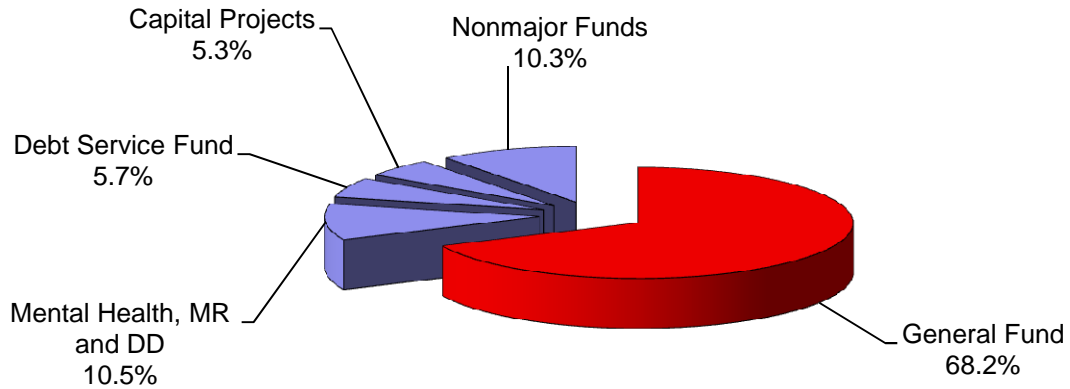
RECONCILIATION INFORMATION

	<u>Actual</u> <u>2011-12</u>	<u>Budget</u> <u>2012-13</u>	<u>Revised</u> <u>Estimate</u> <u>2012-13</u>	<u>Budget</u> <u>2013-14</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
Expenditures per summary statement	\$ 88,551,388	\$ 94,535,751	\$ 90,944,422	\$ 88,317,315	-6.6%
Less transfers out:					
GENERAL BASIC					
General Supplemental	4,500,000	4,500,000	4,500,000	4,500,000	0.0%
Secondary Roads	681,882	725,794	735,794	745,000	2.6%
Capital Improvements	904,347	1,770,030	2,790,030	1,770,030	0.0%
Electronic Equipment	610,000	610,000	1,090,000	610,000	0.0%
Cons Equipment Reserve	794	-	-	-	N/A
Conservation CIP Reserves	283,183	-	-	-	N/A
RURAL SERVICES BASIC					
Secondary Roads	2,061,118	2,139,440	2,139,440	2,226,719	4.1%
ELECTRONIC EQUIPMENT					
Capital Improvements	835,000	850,000	850,000	850,000	0.0%
RECORDER'S RECORD MGT					
Capital Improvements	60,215	40,000	40,000	20,000	-50.0%
CONSERVATION EQUIPMENT					
General Basic	-	-	50,000	50,000	N/A
Total Transfers Out - Budgeted Funds	9,936,539	10,635,264	12,195,264	10,771,749	1.3%
Less Non-Budgeted Funds					
GOLF COURSE ENTERPRISE EXPENSES	1,247,062	1,094,193	1,041,275	1,093,089	-0.1%
Transfers out					
GENERAL BASIC					
Golf Course	212,891	-	4,535,447	-	N/A
Heath Insurance	-	-	340,000	-	N/A
Total Non-Budgeted Funds	1,459,953	1,094,193	5,916,722	1,093,089	-0.1%
Net Budgeted Expenditures	<u>\$ 77,154,896</u>	<u>\$ 82,806,294</u>	<u>\$ 72,832,436</u>	<u>\$ 76,452,477</u>	-7.7%

ALL COUNTY EXPENDITURES BY FUND

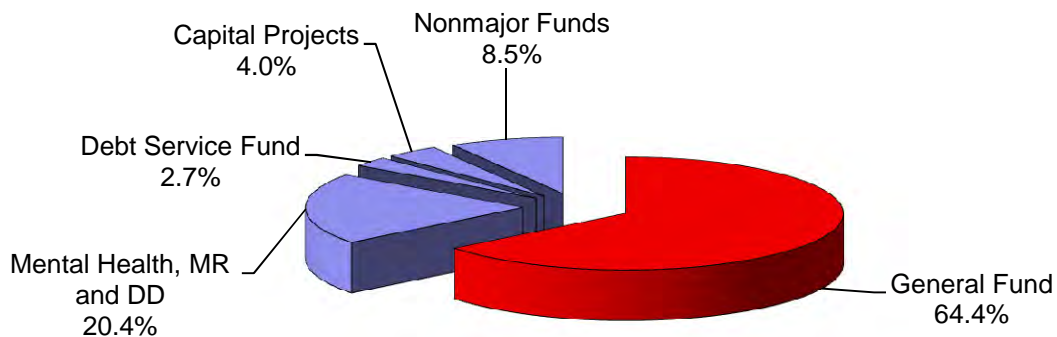
Budgeted Funds

FY14 BUDGET: \$76,452,477



This graph, which excludes transfers and non-budgeted funds, shows that the majority of County expenditures come from the General Fund. There is an decrease in the amount of expenditures for the MHDD fund, as the County has reduced budgeted funds for mental health services now provided on the state level.

FY13 BUDGET: \$82,806,294



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 2011-12</u>	<u>Budget 2012-13</u>	<u>Revised Estimate 2012-13</u>	<u>Budget 2013-14</u>	<u>% Change From Prior Budget</u>
Public Safety & Legal Services	26,757,075	28,801,440	28,678,048	28,443,433	-1.2%
Physical Health & Social Services	5,395,364	6,107,415	6,012,053	5,994,227	-1.9%
Mental Health, MR & DD	17,466,386	16,926,575	6,759,416	8,511,429	-49.7%
County Environment & Education	4,450,578	4,662,956	4,674,206	4,691,580	0.6%
Roads & Transportation	5,111,168	5,780,000	5,759,551	6,133,500	6.1%
Government Services to Residents	2,210,614	2,284,878	2,331,704	2,356,813	3.1%
Administration	<u>9,203,859</u>	<u>9,890,135</u>	<u>9,733,308</u>	<u>10,718,698</u>	8.4%
SUBTOTAL OPERATING BUDGET	\$ 70,595,044	\$ 74,453,399	\$ 63,948,286	\$ 66,849,680	-10.2%
Debt Service	4,369,070	4,363,865	4,363,865	4,377,852	0.3%
Capital Projects	<u>2,190,782</u>	<u>3,989,030</u>	<u>4,520,285</u>	<u>5,224,945</u>	31.0%
TOTAL COUNTY BUDGET	<u>\$ 77,154,896</u>	<u>\$ 82,806,294</u>	<u>\$ 72,832,436</u>	<u>\$ 76,452,477</u>	-7.7%

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 ----			
	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
REVENUES & OTHER FINANCING SOURCES						
Taxes Levied on Property	\$ 38,990,107	\$ 40,314,207	\$ 39,269,963	\$ 3,124,021	\$ 3,198,635	\$ 3,202,095
Less: Uncollected Delinquent Taxes-Levy Yr	30,501	49,749	30,501	2,444	4,173	2,444
Less: Credits To Taxpayers	812,604	822,766	813,606	65,109	69,007	65,109
Net Current Property Taxes	38,147,002	39,441,692	38,425,856	3,056,468	3,125,455	3,134,542
Delinquent Property Tax Revenue	30,501	49,749	30,501	2,444	4,173	2,444
Penalties, Interest & Costs On Taxes	789,143	780,000	780,000	-	-	-
Other County Taxes	5,512,136	5,534,009	5,454,914	115,959	113,157	109,540
Intergovernmental	4,042,645	4,338,586	4,003,998	12,437,223	3,519,577	4,917,179
Licenses & Permits	641,245	618,183	630,470	-	-	-
Charges For Services	5,346,517	5,001,197	5,094,362	74,244	128,903	128,903
Use of Money & Property	368,437	361,171	361,671	-	-	-
Miscellaneous	658,179	436,849	426,857	218,128	55,725	55,725
Subtotal Revenues	55,535,805	56,561,436	55,208,629	15,904,466	6,946,990	8,348,333
Other Financing Sources:						
Operating Transfers In	4,500,000	4,550,000	4,550,000	-	-	-
Proceeds of Fixed Asset Sales	-	5,000	5,000	-	-	-
Total Revenues & Other Sources	60,035,805	61,116,436	59,763,629	15,904,466	6,946,990	8,348,333
EXPENDITURES & OTHER FINANCING USES						
Operating:						
Public Safety & Legal Services	26,757,075	28,678,048	28,443,433	-	-	-
Physical Health & Social Services	5,395,364	6,012,053	5,994,227	-	-	-
Mental Health, MR & DD	608,279	467,735	479,336	16,858,107	6,291,681	8,032,093
County Environment & Education	3,911,430	4,141,251	4,139,992	-	-	-
Roads & Transportation	-	-	-	-	-	-
Government Services to Residents	2,210,614	2,331,704	2,356,813	-	-	-
Administration (interprogram)	9,203,859	9,733,308	10,718,698	-	-	-
Debt Service	2,125,305	2,122,305	-	-	-	-
Capital Projects	-	-	-	-	-	-
Subtotal Expenditures	50,211,926	53,486,404	52,132,499	16,858,107	6,291,681	8,032,093
Other Financing Uses:						
Operating Transfers Out	7,193,097	13,991,271	7,625,030	-	-	-
Total Expenditures & Other Uses	57,405,023	67,477,675	59,757,529	16,858,107	6,291,681	8,032,093
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	2,630,782	(6,361,239)	6,100	(953,641)	655,309	316,240
Beginning Fund Balance - July 1,	\$ 14,878,260	\$ 17,509,042	\$ 11,147,803	\$ 1,221,960	\$ 268,319	\$ 923,628
Ending Fund Balance - June 30,	\$ 17,509,042	\$ 11,147,803	\$ 11,153,903	\$ 268,319	\$ 923,628	\$ 1,239,868

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

GOVERNMENTAL FUNDS - THREE YEAR COMPARISON

----- MAJOR GOVERNMENTAL FUNDS -----						
----- DEBT SERVICE FUND -----			----- CAPITAL PROJECTS FUND -----			
	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
REVENUES & OTHER FINANCING SOURCES						
Taxes Levied on Property	\$ 1,301,464	\$ 1,309,794	\$ 3,239,732	\$ -	\$ -	\$ -
Less: Uncollected Delinquent Taxes-Levy Yr	1,054	1,856	1,054	-	-	-
Less: Credits To Taxpayers	26,098	30,366	26,099	-	-	-
Net Current Property Taxes	1,274,312	1,277,572	3,212,579	-	-	-
Delinquent Property Tax Revenue	1,054	1,856	1,054	-	-	-
Other County Taxes	45,882	44,176	103,094	596,840	575,000	575,000
Intergovernmental	417,279	527,149	535,629	28,550	2,000	-
Use of Money & Property	-	-	-	6,393	-	1,950
Miscellaneous	-	-	-	27,243	30,296	14,500
Subtotal Revenues	1,738,527	1,850,753	3,852,356	659,026	607,296	591,450
Other Financing Sources:						
Operating Transfers In	-	-	-	2,693,539	4,770,030	3,250,030
Proceeds of Fixed Asset Sales	-	-	-	79,441	44,000	46,000
Total Revenues & Other Sources	1,738,527	1,850,753	3,852,356	3,432,006	5,421,326	3,887,480
EXPENDITURES & OTHER FINANCING USES						
Operating:						
Debt Service	2,243,765	2,241,560	4,377,852	-	-	-
Capital Projects	-	-	-	1,952,204	3,825,724	4,019,945
Subtotal Expenditures	2,243,765	2,241,560	4,377,852	1,952,204	3,825,724	4,019,945
Other Financing Uses:						
Operating Transfers Out	-	-	-	835,000	900,000	900,000
Total Expenditures & Other Uses	2,243,765	2,241,560	4,377,852	2,787,204	4,725,724	4,919,945
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(505,238)	(390,807)	(525,496)	644,802	695,602	(1,032,465)
Beginning Fund Balance - July 1,	<u>\$ 2,558,322</u>	<u>\$ 2,053,084</u>	<u>\$ 1,662,277</u>	<u>\$ 3,186,022</u>	<u>\$ 3,830,824</u>	<u>\$ 4,526,426</u>
Ending Fund Balance - June 30,	<u>\$ 2,053,084</u>	<u>\$ 1,662,277</u>	<u>\$ 1,136,781</u>	<u>\$ 3,830,824</u>	<u>\$ 4,526,426</u>	<u>\$ 3,493,961</u>

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

	----- NONMAJOR FUNDS -----			----- ALL GOVERNMENTAL FUNDS -----		
	<u>ACTUAL</u> <u>2010-11</u>	<u>PROJECTED</u> <u>2011-12</u>	<u>BUDGET</u> <u>2012-13</u>	<u>ACTUAL</u> <u>2010-11</u>	<u>PROJECTED</u> <u>2011-12</u>	<u>BUDGET</u> <u>2012-13</u>
REVENUES & OTHER FINANCING SOURCES						
Taxes Levied on Property	\$ 2,539,232	\$ 2,686,071	\$ 2,704,207	\$ 45,954,824	\$ 47,508,707	\$ 48,415,997
Less: Uncollected Delinquent Taxes-Levy Yr	4,494	1,456	4,494	38,493	57,234	38,493
Less: Credits To Taxpayers	<u>72,654</u>	<u>74,727</u>	<u>72,655</u>	<u>976,465</u>	<u>996,866</u>	<u>977,469</u>
Net Current Property Taxes	2,462,084	2,609,888	2,627,058	44,939,866	46,454,607	47,400,035
Delinquent Property Tax Revenue	4,494	1,456	4,494	38,493	57,234	38,493
Penalties, Interest & Costs On Taxes	-	-	-	789,143	780,000	780,000
Other County Taxes	72,445	72,580	69,415	6,343,262	6,338,922	6,311,963
Intergovernmental	3,323,490	3,179,007	3,523,263	20,249,187	11,566,319	12,980,069
Licenses & Permits	12,155	10,000	10,000	653,400	628,183	640,470
Charges For Services	42,369	38,000	38,000	5,463,130	5,168,100	5,261,265
Use of Money & Property	322	322	369	375,152	361,493	363,990
Miscellaneous	<u>32,932</u>	<u>9,000</u>	<u>9,000</u>	<u>936,482</u>	<u>531,870</u>	<u>506,082</u>
Subtotal Revenues	5,950,291	5,920,253	6,281,599	79,788,115	71,886,728	74,282,367
Other Financing Sources:						
Operating Transfers In	2,743,000	2,875,234	2,971,719	9,936,539	12,195,264	10,771,749
Proceeds of Fixed Asset Sales	<u>260,000</u>	<u>15,000</u>	<u>129,000</u>	<u>339,441</u>	<u>64,000</u>	<u>180,000</u>
Total Revenues & Other Sources	8,953,291	8,810,487	9,382,318	90,064,095	84,145,992	85,234,116
EXPENDITURES & OTHER FINANCING USES						
Operating:						
Public Safety & Legal Services	-	-	-	26,757,075	28,678,048	28,443,433
Physical Health & Social Services	-	-	-	5,395,364	6,012,053	5,994,227
Mental Health, MR & DD	-	-	-	17,466,386	6,759,416	8,511,429
County Environment & Education	539,149	532,955	551,588	4,450,579	4,674,206	4,691,580
Roads & Transportation	5,111,168	5,759,551	6,133,500	5,111,168	5,759,551	6,133,500
Government Services to Residents	-	-	-	2,210,614	2,331,704	2,356,813
Administration (interprogram)	-	-	-	9,203,859	9,733,308	10,718,698
Debt Service	-	-	-	4,369,070	4,363,865	4,377,852
Capital Projects	<u>238,577</u>	<u>694,560</u>	<u>1,205,000</u>	<u>2,190,781</u>	<u>4,520,284</u>	<u>5,224,945</u>
Subtotal Expenditures	5,888,894	6,987,066	7,890,088	77,154,896	72,832,435	76,452,477
Other Financing Uses:						
Operating Transfers Out	<u>2,121,333</u>	<u>2,179,440</u>	<u>2,246,719</u>	<u>10,149,430</u>	<u>17,070,711</u>	<u>10,771,749</u>
Total Expenditures & Other Uses	8,010,227	9,166,506	10,136,807	87,304,326	89,903,146	87,224,226
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	943,064	(356,019)	(754,489)	2,759,769	(5,757,154)	(1,990,110)
Beginning Fund Balance - July 1,	<u>\$ 1,015,627</u>	<u>\$ 1,958,691</u>	<u>\$ 1,602,672</u>	<u>\$ 22,860,191</u>	<u>\$ 25,619,960</u>	<u>\$ 19,862,806</u>
Ending Fund Balance - June 30,	<u>\$ 1,958,691</u>	<u>\$ 1,602,672</u>	<u>\$ 848,183</u>	<u>\$ 25,619,960</u>	<u>\$ 19,862,806</u>	<u>\$ 17,872,696</u>

APPROPRIATION SUMMARY BY PROGRAMS WITHIN DEPARTMENT

(excluding transfers and non-budgeted funds)

	<u>Actual 2011-12</u>	<u>Budget 2012-13</u>	<u>Revised Estimate 2012-13</u>	<u>Budget 2013-14</u>	<u>% Change From Prior Budget</u>
ADMINISTRATION	\$ 476,946	\$ 511,783	\$ 511,783	\$ 519,500	1.5%
General Administration	476,946	\$ 511,783	\$ 511,783	519,500	1.5%
ATTORNEY	\$ 2,611,354	\$ 2,800,044	\$ 2,815,044	\$ 2,842,768	1.5%
County Attorney Administration	286,973	306,091	306,091	313,132	2.3%
Criminal Prosecution	2,099,231	2,246,113	2,261,113	2,287,276	1.8%
Corporation Counsel/Civil	225,150	247,840	247,840	242,360	-2.2%
AUDITOR	\$ 1,360,935	\$ 1,424,811	\$ 1,459,168	\$ 1,485,150	4.2%
Auditor Administration	187,303	201,533	201,533	214,454	6.4%
Elections	545,598	548,251	582,637	608,532	11.0%
Business Finance	375,611	411,809	411,810	392,175	-4.8%
Taxation	252,423	263,218	263,188	269,989	2.6%
CAPITAL IMPROVEMENTS	\$ 1,627,634	\$ 2,761,500	\$ 2,943,971	\$ 3,482,415	26.1%
General Capital Improvements	1,627,634	2,761,500	2,943,971	3,387,415	22.7%
COMMUNITY SERVICES	\$ 11,519,107	\$ 10,553,711	\$ 3,565,065	\$ 5,711,117	-45.9%
Community Services Administration	149,626	155,681	155,190	156,596	0.6%
General Relief	476,746	695,243	555,065	549,892	-20.9%
Veteran Services	131,296	159,177	147,047	148,798	-6.5%
Chemical Dep & Other Services	237,629	305,847	295,272	296,034	-3.2%
MH-DD Services	10,523,810	9,237,763	2,412,491	4,559,797	-50.6%
CONSERVATION (net of golf course)	\$ 3,566,438	\$ 3,951,501	\$ 4,307,545	\$ 3,984,694	0.8%
Conservation Administration	461,947	484,326	489,341	496,559	2.5%
Parks & Recreation	2,530,502	2,643,988	2,650,158	2,664,401	0.8%
Conservation Capital Projects	324,570	537,530	881,754	537,530	0.0%
Wapsi River Environmental Center	249,419	285,657	286,292	286,204	0.2%
DEBT SERVICES	\$ 2,243,765	\$ 2,241,560	\$ 2,241,560	\$ 4,377,852	95.3%
Solid Waste Bonds	585,570	586,515	586,515	586,452	0.0%
River Renaissance Bonds	404,200	-	-	-	NA
GIS Bonds	304,895	304,895	304,895	309,495	1.5%
SECC Equipment Bonds	914,900	911,000	911,000	909,750	-0.1%
River Renaissance Refunding Bonds	34,200	439,150	439,150	444,650	1.3%
PSA Lease	-	-	-	2,127,505	N/A
FACILITY & SUPPORT SERVICES	\$ 3,124,779	\$ 3,515,074	\$ 3,404,737	\$ 3,533,428	0.5%
FSS Administration	240,766	244,425	244,411	249,628	2.1%
Maint of Buildings & Grounds	1,477,151	1,669,225	1,565,126	1,692,523	1.4%
Custodial Services	570,579	629,115	625,282	651,874	3.6%
Support Services	792,831	926,954	929,468	899,212	-3.0%
Maintenance Juvenile Detention	43,452	45,355	40,450	40,191	-11.4%

APPROPRIATION SUMMARY BY PROGRAMS WITHIN DEPARTMENT

(excluding transfers and non-budgeted funds)

	<u>Actual 2011-12</u>	<u>Budget 2012-13</u>	<u>Revised Estimate 2012-13</u>	<u>Budget 2013-14</u>	<u>% Change From Prior Budget</u>
HEALTH DEPARTMENT	<u>\$ 5,103,791</u>	<u>\$ 5,787,862</u>	<u>\$ 5,907,008</u>	<u>\$ 5,844,028</u>	1.0%
Administration	606,429	668,958	668,458	684,630	2.3%
Medical Examiner	267,560	309,250	309,250	316,724	2.4%
Jail Inmate Health	1,002,711	1,339,077	1,339,077	1,333,529	-0.4%
Emergency Medical Services	287,796	256,673	308,299	260,001	1.3%
Clinical Services	909,144	1,017,100	1,011,938	1,001,959	-1.5%
Community Relations & Planning	1,240,893	1,303,518	1,371,949	1,348,947	3.5%
Environmental Health	789,258	893,286	898,037	898,238	0.6%
HUMAN SERVICES	<u>\$ 360,888</u>	<u>\$ 344,852</u>	<u>\$ 77,252</u>	<u>\$ 77,252</u>	-77.6%
Administrative Support	76,372	77,252	77,252	77,252	0.0%
Case Management	284,516	267,600	-	-	NA
INFORMATION TECHNOLOGY	<u>\$ 2,029,717</u>	<u>\$ 2,066,223</u>	<u>\$ 2,027,590</u>	<u>\$ 2,304,387</u>	11.5%
Administration	153,455	160,301	160,301	165,907	3.5%
Information Processing	1,876,262	1,905,922	1,867,289	2,138,480	12.2%
JUVENILE COURT SERVICES	<u>\$ 1,045,996</u>	<u>\$ 1,095,660</u>	<u>\$ 1,114,875</u>	<u>\$ 1,185,586</u>	8.2%
Juvenile Detention Center	1,045,996	1,095,660	1,114,875	1,185,586	8.2%
NON-DEPARTMENTAL	<u>\$ 4,049,097</u>	<u>\$ 4,555,759</u>	<u>\$ 4,315,112</u>	<u>\$ 2,218,594</u>	-51.3%
Non-Departmental	485,309	499,616	662,338	873,041	74.7%
Court Support Costs	58,767	50,650	49,800	49,800	-1.7%
Other Law Enforcement Costs	2,523,722	2,992,305	2,578,786	369,123	-87.7%
Risk Management Program	960,901	1,013,188	1,017,688	926,630	-8.5%
Hotel/Motel Unit	20,398	-	6,500	-	100.0%
HUMAN RESOURCES	<u>\$ 388,217</u>	<u>\$ 420,080</u>	<u>\$ 413,810</u>	<u>\$ 416,734</u>	-0.8%
Human Resource Management	388,217	420,080	413,810	416,734	-0.8%
PLANNING & DEVELOPMENT	<u>\$ 345,763</u>	<u>\$ 385,862</u>	<u>\$ 385,292</u>	<u>\$ 362,660</u>	-6.0%
P & D Administration	112,430	113,997	113,076	100,241	-12.1%
Code Enforcement	218,216	256,665	257,016	247,219	-3.7%
Tax Deed Properties	15,117	15,200	15,200	15,200	0.0%
RECORDER	<u>\$ 791,637</u>	<u>\$ 803,531</u>	<u>\$ 803,580</u>	<u>\$ 814,777</u>	1.4%
Recorder Administration	169,794	160,280	160,330	150,784	-5.9%
Public Records	450,238	462,282	462,282	480,768	4.0%
Vital Records	171,605	180,969	180,968	183,225	1.2%

APPROPRIATION SUMMARY BY PROGRAMS WITHIN DEPARTMENT

(excluding transfers and non-budgeted funds)

	<u>Actual 2011-12</u>	<u>Budget 2012-13</u>	<u>Revised Estimate 2012-13</u>	<u>Budget 2013-14</u>	<u>% Change From Prior Budget</u>
SECONDARY ROADS	<u>\$ 5,349,744</u>	<u>\$ 6,470,000</u>	<u>\$ 6,454,111</u>	<u>\$ 7,338,500</u>	13.4%
Administration	181,229	203,000	190,000	198,000	-2.5%
Engineering	403,222	451,000	428,500	433,500	-3.9%
Bridges & Culverts	182,418	220,000	220,000	240,000	9.1%
Roads	1,688,211	1,946,000	1,965,000	2,250,000	15.6%
Snow & Ice Control	214,819	453,000	453,000	453,000	0.0%
Traffic Controls	185,908	199,000	222,000	227,000	14.1%
Road Clearing	233,854	175,000	180,000	180,000	2.9%
New Equipment	805,507	750,000	647,051	693,000	-7.6%
Equipment Operations	1,110,960	1,141,500	1,206,500	1,206,500	5.7%
Tools, Materials & Supplies	29,893	66,500	72,500	77,500	16.5%
Real Estate & Buildings	75,146	175,000	175,000	175,000	0.0%
Roadway Construction	238,577	690,000	694,560	1,205,000	74.6%
SHERIFF	<u>\$ 13,252,056</u>	<u>\$ 14,084,290</u>	<u>\$ 14,108,005</u>	<u>\$ 14,343,030</u>	1.8%
Sheriff Administration	377,313	396,070	396,071	408,551	3.2%
Patrol	2,760,551	2,858,432	2,858,432	2,935,503	2.7%
Jail/Prisoner Transportation	7,466,670	7,999,223	8,001,073	8,043,184	0.5%
Civil Deputies	372,426	414,573	414,573	393,682	-5.0%
Communications/Records	47,784	14,100	34,200	14,100	0.0%
Investigations	1,051,597	1,117,651	1,117,651	1,258,596	12.6%
Bailiffs/Courthouse Security	851,790	932,226	932,226	911,666	-2.2%
Civil-Clerical	323,925	352,015	353,779	377,748	7.3%
SUPERVISORS	<u>\$ 273,804</u>	<u>\$ 301,642</u>	<u>\$ 300,642</u>	<u>\$ 306,950</u>	1.8%
Supervisors, Board of	273,804	301,642	300,642	306,950	1.8%
TREASURER	<u>\$ 1,811,287</u>	<u>\$ 1,947,380</u>	<u>\$ 1,956,102</u>	<u>\$ 1,966,802</u>	1.0%
Treasurer Administration	180,065	192,978	192,979	193,551	0.3%
Tax Administration	406,711	434,419	433,719	455,366	4.8%
Motor Vehicle Registration-CH	465,430	511,538	512,539	504,217	-1.4%
County General Store	402,541	413,758	427,148	418,787	1.2%
Accounting/Finance	356,540	394,687	389,717	394,881	0.0%
AUTHORIZED AGENCIES:					
BI-STATE REGIONAL COMMISSION	<u>\$ 86,096</u>	<u>\$ 89,351</u>	<u>\$ 89,351</u>	<u>\$ 89,351</u>	0.0%
Regional Planning/Technical Assistance	86,096	89,351	89,351	89,351	0.0%
BUFFALO AMBULANCE	<u>\$ 32,650</u>	<u>\$ 32,650</u>	<u>\$ 32,650</u>	<u>\$ 32,650</u>	0.0%
Buffalo-Emergency Care & Transfer	32,650	32,650	32,650	32,650	0.0%

APPROPRIATION SUMMARY BY PROGRAMS WITHIN DEPARTMENT

(excluding transfers and non-budgeted funds)

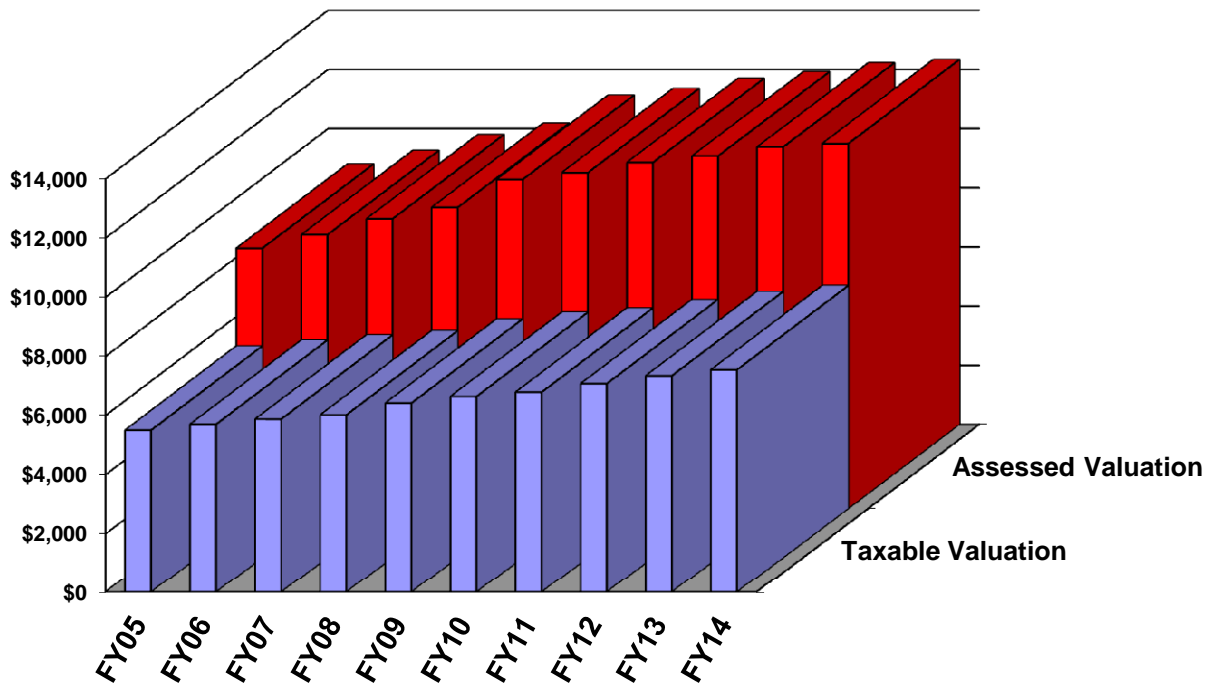
	<u>Actual 2011-12</u>	<u>Budget 2012-13</u>	<u>Revised Estimate 2012-13</u>	<u>Budget 2013-14</u>	<u>% Change From Prior Budget</u>
CENTER FOR ALCOHOL/DRUG SERVICES	<u>\$ 688,331</u>	<u>\$ 688,331</u>	<u>\$ 688,331</u>	<u>\$ 688,331</u>	0.0%
Outpatient Services	40,000	40,000	40,000	40,000	0.0%
Residential Services	295,432	295,432	295,432	295,432	0.0%
Jail Based Assessment & Treatment	154,899	154,899	154,899	154,899	0.0%
Inmate Substance Abuse Treatment	100,000	100,000	100,000	100,000	0.0%
Criminal Justice Client Case Mgmt	98,000	98,000	98,000	98,000	0.0%
COMMISSION ON AGING	<u>\$ 213,750</u>	<u>\$ 213,750</u>	<u>\$ 213,750</u>	<u>\$ 213,750</u>	0.0%
Outreach to Older Persons	117,317	117,317	117,317	117,317	0.0%
Day Care for Older Persons	26,586	26,586	26,586	26,586	0.0%
Volunteer Services for Older Person	41,550	41,550	41,550	41,550	0.0%
Leisure Services for Older Persons	18,297	18,297	18,297	18,297	0.0%
Congregate Meals	10,000	10,000	10,000	10,000	0.0%
COMMUNITY HEALTH CARE	<u>\$ 355,013</u>	<u>\$ 355,013</u>	<u>\$ 355,013</u>	<u>\$ 355,013</u>	0.0%
Health Services-Comm Services	302,067	302,067	302,067	302,067	0.0%
Health Services-Other	52,946	52,946	52,946	52,946	0.0%
EMERGENCY MANAGEMENT AGENCY	<u>\$ 7,175,122</u>	<u>\$ 7,341,080</u>	<u>\$ 7,341,080</u>	<u>\$ 7,329,323</u>	-0.2%
Emergency Preparedness	38,000	38,000	38,000	38,000	0.0%
Emergency Communications (SECC)	7,137,122	7,303,080	7,303,080	7,291,323	
DURANT AMBULANCE	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	0.0%
Durant-Emergency Care & Transfer	20,000	20,000	20,000	20,000	0.0%
HANDICAPPED DEVELOPMENT CENTER	<u>\$ 2,922,798</u>	<u>\$ 3,111,588</u>	<u>\$ 344,495</u>	<u>\$ 247,797</u>	-92.0%
Residential Program	1,881,284	1,923,127	37,730	34,530	-98.2%
Vocational Services	1,027,527	918,689	300,380	213,267	-76.8%
Developmental Services	13,987	269,772	6,385	-	-100.0%
HUMANE SOCIETY	<u>\$ 33,317</u>	<u>\$ 33,317</u>	<u>\$ 33,317</u>	<u>\$ 33,317</u>	0.0%
Animal Shelter	33,317	33,317	33,317	33,317	0.0%
COUNTY LIBRARY	<u>\$ 539,149</u>	<u>\$ 532,955</u>	<u>\$ 532,955</u>	<u>\$ 551,588</u>	3.5%
Library Resources & Services	539,149	532,955	532,955	551,588	3.5%
QC CONVENTION/VISITORS BUREAU	<u>\$ 70,000</u>	<u>\$ 70,000</u>	<u>\$ 70,000</u>	<u>\$ 70,000</u>	0.0%
Regional Tourism Development	70,000	70,000	70,000	70,000	0.0%
QC DEVELOPMENT GROUP	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	0.0%
Quad Cities First	70,000	70,000	70,000	70,000	0.0%
GDRC	30,000	30,000	30,000	30,000	0.0%

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

	<u>Actual 2011-12</u>	<u>Budget 2012-13</u>	<u>Revised Estimate 2012-13</u>	<u>Budget 2013-14</u>	<u>% Change From Prior Budget</u>
VERA FRENCH CMHC	<u>\$ 3,585,715</u>	<u>\$ 4,195,134</u>	<u>\$ 3,899,242</u>	<u>\$ 3,605,133</u>	-14.1%
Outpatient Services	1,079,092	1,429,557	1,429,556	1,429,556	0.0%
Community Support Services	313,649	468,599	468,599	468,599	0.0%
Case Management	605,685	600,000	600,000	250,000	-58.3%
Residential	1,306,648	1,378,190	1,082,299	1,138,190	-17.4%
Day Treatment Services	239,091	318,788	318,788	318,788	0.0%
Employment Services	41,550	-	-	-	NA
 TOTAL ALL DEPTS/AGENCIES	 <u>\$ 77,154,896</u>	 <u>\$ 82,806,294</u>	 <u>\$ 72,832,436</u>	 <u>\$ 76,452,477</u>	 -7.7%

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 61% of the County's fully assessed residential property values, which is up from 60% in the previous year.

ASSESSED AND TAXABLE VALUES OF TAXABLE PROPERTY

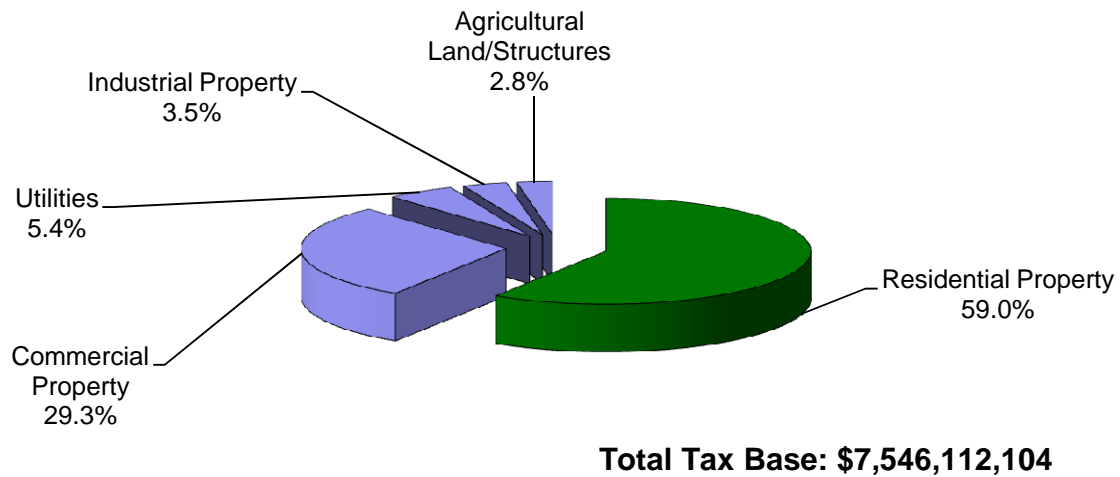
TEN FISCAL YEAR COMPARISON

<u>Fiscal Year</u>	<u>----- Real Property -----</u>		<u>----- Personal Property -----</u>	
	<u>Taxable Value</u>	<u>Assessed Value</u>	<u>Taxable Value</u>	<u>Assessed Value</u>
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	6,145,168,791	10,860,509,010	-	-
2010-11	6,398,669,647	11,313,505,719	-	-
2011-12	6,673,545,437	11,524,029,840	-	-
2012-13	6,943,020,526	11,830,380,890	-	-
2013-14	6,996,529,321	11,793,603,661	-	-

----- 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>
416,619,162	416,632,167	5,504,517,426	8,808,541,125	62.49%	213,970,420
405,323,627	405,323,627	5,705,147,908	9,263,537,356	61.59%	235,146,048
398,968,382	398,999,188	5,878,691,852	9,800,602,879	59.98%	235,262,665
390,812,695	390,812,695	6,019,157,294	10,186,333,451	59.09%	301,116,369
400,072,952	400,092,597	6,420,458,460	11,133,667,761	57.67%	330,175,178
501,216,078	501,216,078	6,646,384,869	11,361,725,088	58.50%	369,081,487
392,178,581	392,178,581	6,790,848,228	11,705,684,300	58.01%	371,448,594
402,661,960	402,661,960	7,076,207,397	11,926,691,800	59.33%	360,551,426
402,322,998	402,322,998	7,345,343,524	12,232,703,888	60.05%	379,706,751
549,582,783	549,582,783	7,546,112,104	12,343,186,444	61.14%	395,699,656

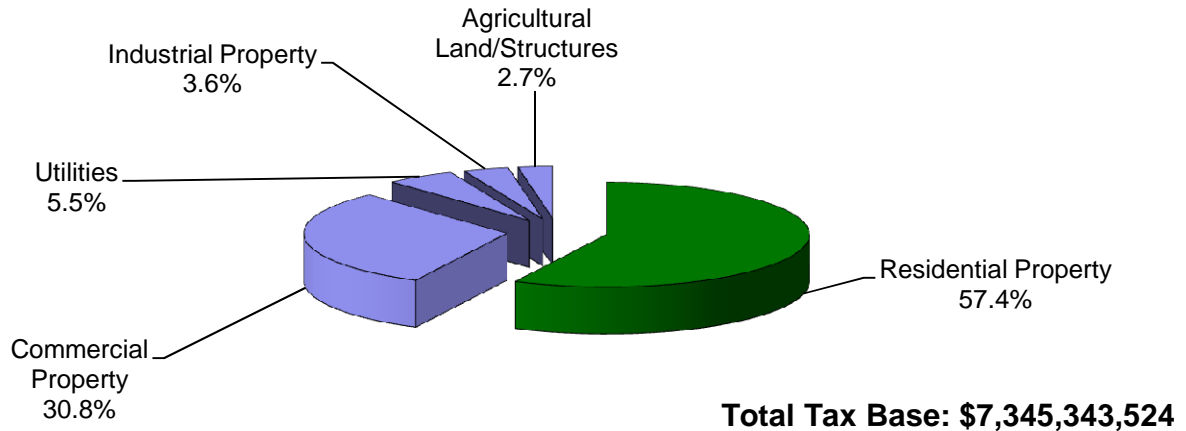
TAXABLE VALUATION BY CLASS OF PROPERTY

FY14 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.

FY13 TAXABLE VALUATION



TAXABLE PROPERTY VALUATION COMPARISON

	January 1,2011 For FY13	% of Total	January 1,2012 For FY14	% of Total	Amount Change	% Change
COUNTY-WIDE						
Residential Property	\$ 4,214,547,093	57.4%	\$ 4,454,821,447	59.03%	\$ 240,274,354	5.7%
Commercial Property	2,261,246,701	30.8%	2,208,656,332	29.27%	(52,590,369)	-2.3%
Utilities	402,322,998	5.5%	406,196,703	5.38%	3,873,705	1.0%
Industrial Property	265,566,495	3.6%	264,324,579	3.50%	(1,241,916)	-0.5%
Agricultural Land/Structures	201,660,237	2.7%	212,113,043	2.81%	10,452,806	5.2%
Total	<u>\$ 7,345,343,524</u>	<u>100.0%</u>	<u>\$ 7,546,112,104</u>	<u>100.00%</u>	<u>\$ 200,768,580</u>	<u>2.7%</u>
UNINCORPORATED AREAS						
Residential Property	\$ 556,958,145	63.5%	\$ 583,763,443	64.23%	\$ 26,805,298	4.8%
Commercial Property	61,666,427	7.0%	59,180,870	6.51%	(2,485,557)	-4.0%
Utilities	82,844,806	9.4%	81,692,920	8.99%	(1,151,886)	-1.4%
Industrial Property	1,825,500	0.2%	1,825,500	0.20%	-	0.0%
Agricultural Land/Structures	173,791,832	19.8%	182,402,249	20.07%	8,610,417	5.0%
Total	<u>\$ 877,086,710</u>	<u>100.0%</u>	<u>\$ 908,864,982</u>	<u>100.00%</u>	<u>\$ 31,778,272</u>	<u>3.6%</u>
Property in Cities	\$ 6,468,256,814	88.1%	\$ 6,637,247,122	87.96%	\$ 168,990,308	2.6%
Property in Rural Areas	<u>877,086,710</u>	<u>11.9%</u>	<u>908,864,982</u>	<u>12.04%</u>	<u>31,778,272</u>	<u>3.6%</u>
Total	<u>\$ 7,345,343,524</u>	<u>100.0%</u>	<u>\$ 7,546,112,104</u>	<u>100.00%</u>	<u>\$ 200,768,580</u>	<u>2.7%</u>

EXCLUDED VALUES FROM COUNTY'S OVERALL TAX BASE:	January 1,2011 For FY13	January 1,2012 For FY14	Amount Change	% Change
Tax Increment Financing District Values	\$ 379,706,751	\$ 395,699,656	\$ 15,992,905	4.2%
Military Exemptions	\$ 17,581,953	\$ 17,370,896	\$ (211,057)	-1.2%
Utilities/Railroads Rollback Amount	\$ 129,093,192	\$ 143,386,080	\$ 14,292,888	11.1%
Ag Land/Structures Rollback Amount	149,794,075	141,801,536	(7,992,539)	-5.3%
Commercial Rollback Amount				
Residential Rollback Amount	4,211,051,050	4,098,816,172	(112,234,878)	-2.7%
Total Rollback Loss	<u>\$ 4,489,938,317</u>	<u>\$ 4,384,003,788</u>	<u>\$ (105,934,529)</u>	<u>-2.4%</u>
Total Excluded Values	<u>\$ 4,887,227,021</u>	<u>\$ 4,797,074,340</u>	<u>\$ (90,152,681)</u>	<u>-1.8%</u>
Percent of Tax Base Excluded	<u>40.0%</u>	<u>38.9%</u>		
100% Valuation	<u>\$ 12,232,570,545</u>	<u>\$ 12,343,186,444</u>		

PROPERTY TAX LEVY COMPARISON ALL FUNDS

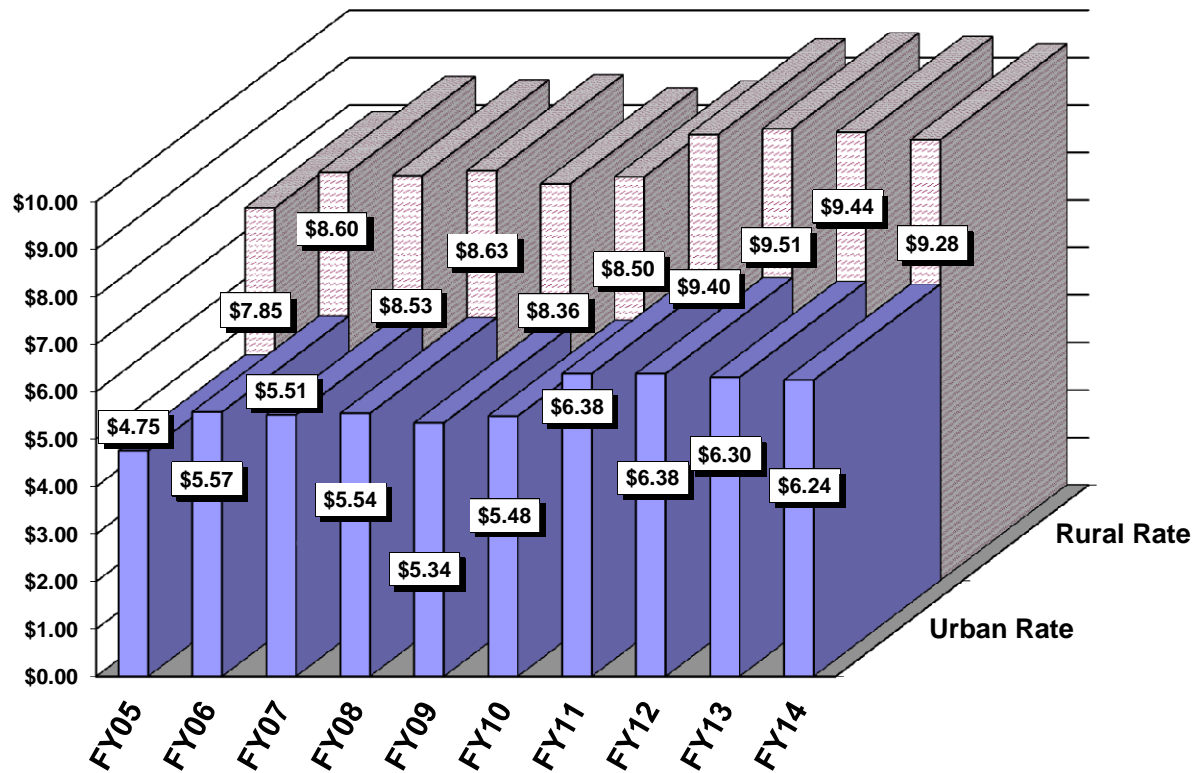
	----- 2012-13 Budget -----		----- 2013-14 Budget -----		
	<u>Levy Amount</u>	<u>Levy Rate Per \$1,000 Taxable Valuation</u>	<u>Levy Amount</u>	<u>Levy Rate Per \$1,000 Taxable Valuation</u>	<u>Levy Amount % Incr -Decr</u>
General Fund	\$ 41,693,198	\$ 5.67614	\$ 40,569,528	\$ 5.37622	-2.7%
Special Revenue Fund					
MH-DD	3,308,032	\$ 0.45036	\$ 3,308,032	\$ 0.43838	0.0%
Debt Service Fund	<u>1,352,334</u>	<u>\$ 0.17506</u>	<u>\$ 3,341,400</u>	<u>\$ 0.42074</u>	147.1%
Total County-Wide Levy	\$ 46,353,564	\$ 6.30156 ⁽¹⁾	\$ 47,218,960	\$ 6.23534	1.9%
Special Revenue Fund (rural only)					
Rural Services Basic	<u>2,752,000</u>	<u>\$ 3.13766</u> ⁽²⁾	<u>\$ 2,767,374</u>	<u>\$ 3.04487</u>	0.6%
Total Gross Levy	\$ 49,105,564	\$ 9.43922	\$ 49,986,334	\$ 9.28021	1.8%
Less State Replacement Credits Against Levied Taxes	<u>1,596,856</u>		<u>\$ 1,570,337</u>		-1.7%
Total Net Levy	<u>\$ 47,508,708</u>	<u>\$ 9.43922</u> ⁽³⁾	<u>\$ 48,415,997</u>	<u>\$ 9.28021</u>	1.9%

⁽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 the SECC, county-wide consolidated dispatch center. In FY12, Rural rate increased due to a state formula for local effort related to the distribution of Road Use Tax. The FY14 urban rate is recommended to decrease by 6.5 cents.

TAX LEVIES AND LEVY RATES

TEN YEAR HISTORICAL COMPARISON

<u>Fiscal Year</u>	<u>Gross Tax Levy</u> ⁽¹⁾	<u>Percent Change In Levy</u> ⁽¹⁾	<u>Urban Levy Rate</u> ⁽²⁾	<u>Rural Levy Rate</u> ⁽³⁾
2004-05	\$ 26,965,556	4.2%	\$ 4.75497	\$ 7.84647
2005-06	\$ 32,435,612	20.3%	\$ 5.56513	\$ 8.60445
2006-07	\$ 33,137,782	2.2%	\$ 5.51106	\$ 8.52602
2007-08	\$ 34,190,104	3.2%	\$ 5.54040	\$ 8.62666
2008-09	\$ 35,209,549	3.0%	\$ 5.34263	\$ 8.36217
2009-10	\$ 37,429,567	6.3%	\$ 5.48399	\$ 8.50353
2010-11	\$ 44,242,098	18.2%	\$ 6.37607	\$ 9.39561
2011-12	\$ 46,152,940	4.3%	\$ 6.37607	\$ 9.51373
2012-13	\$ 47,508,708	2.9%	\$ 6.30156	\$ 9.43922
2013-14	\$ 48,415,997	1.9%	\$ 6.23534	\$ 9.28021

⁽¹⁾ Includes State replacement credits against levies taxes

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

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

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/unassigned General Fund balance:

Fiscal Year	June 30 Fund Balance
2004-05	4,637,761
2005-06	5,479,818
2006-07	5,306,330
2007-08	5,845,193
2008-09	5,952,121
2009-10	7,618,060
2010-11	9,247,282
2011-12	9,477,799
2012-13 (Projected)	9,607,869
2013-14 (Projected)	9,613,969

The Scott County Board of Supervisors has adopted a set of financial management policies. As a part of these financial management policies a *minimum* year-end unassigned fund balance for the General Fund was identified as 15% of annual operating expenses. The General Fund projected June 30, 2014 balance is projected to be 18.12%, which is above the minimum fund balance guidelines.

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

The local option sales tax revenue represents approximately 6.7% of total revenues to the General Fund in FY14. This is up 1.1% from previous fiscal years, as the County expects these taxes to rebound a bit as the economy improves. All estimated local option tax revenues are used to reduce the General Fund property tax requirement for the ensuing fiscal year.

The Public Safety service area is decreasing 1.2%. This decrease is due to the reduction of positions that were budgeted dependent on contract negotiations. The positions were determined not to be needed and Public Safety budget was reallocated to continuing staff personnel and benefit costs. Additionally the property tax funding of Scott Emergency Communications Center (SECC) requested a reduced flow through contribution from the County. SECC was formed by a 28E (intergovernmental agreement) to consolidate all of the Police and Fire dispatch services for Scott County. This funding will pay all operational costs as well as the dept service for the equipment and building.

Physical Health and Social Services is decreasing by 1.9% primarily due to a reduction of grant expenditures. County Environment and Education is increasing 0.2% due to increases in Conservation Department salary and benefits. Government Services to Residents is increasing by 3.1% due to projected election costs which vary from year to year depending on the number of special elections and departmental salary and benefit increases.

The Administration (interprogram) service area expenditures are increasing 8.4% primarily for non-departmental contingent expenditures, data processing services and salary and benefits increases. Debt Service costs in the General Fund were for the Public Safety Authority Lease and are now paid out of the Debt Service Fund.

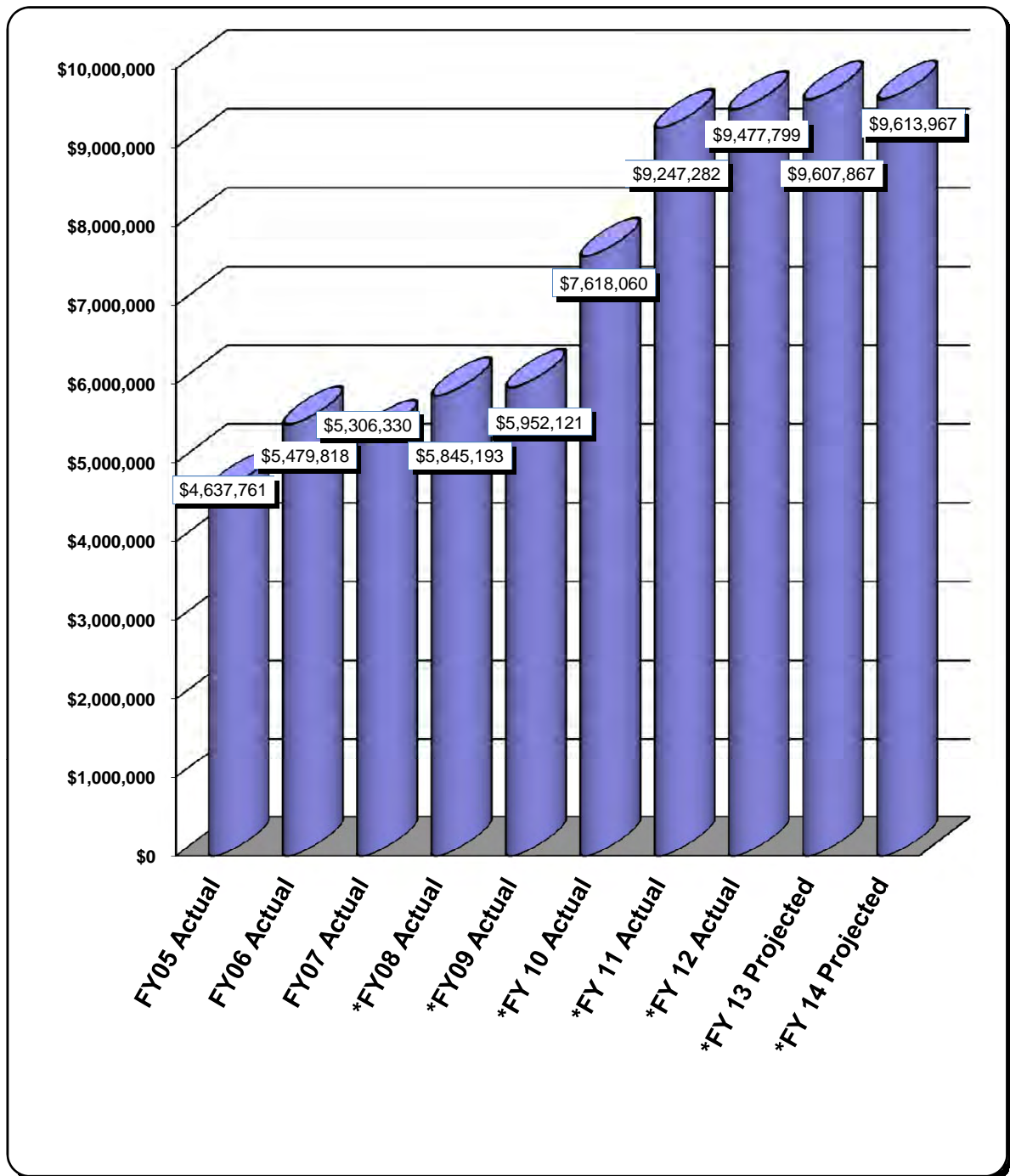
The General Fund is comprised of two levying funds - the General Basic Fund and the General Supplemental Fund. The General Basic Fund has a \$3.50 rate per \$1,000 taxable valuation limitation. The General Supplemental Fund is for specific services and expenditures as outlined in Section 331.424 of the 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 FY14 General Basic levy rate is at the \$3.50 limit with the General Supplemental Fund at a \$1.87622 levy rate amount.

GENERAL FUND TOTAL FUND STATEMENT

	<u>Actual 2011-12</u>	<u>Budget 2012-13</u>	<u>Revised Estimate 2012-13</u>	<u>Budget 2013-14</u>	<u>% Change From Prior Budget</u>
Beginning balance, July 1	\$ 14,878,260	\$ 15,198,786	\$ 17,509,042	\$ 11,147,803	-26.7%
Revenues and transfers in	<u>60,035,805</u>	<u>60,381,741</u>	<u>61,116,436</u>	<u>59,763,629</u>	-1.0%
Funds available	74,914,065	75,580,527	78,625,478	70,911,432	-6.2%
Expenditures and transfers out	<u>57,405,023</u>	<u>60,941,998</u>	<u>67,477,675</u>	<u>59,757,529</u>	-1.9%
Ending Balance, June 30	<u>\$ 17,509,042</u>	<u>\$ 14,638,529</u>	<u>\$ 11,147,803</u>	<u>\$ 11,153,903</u>	-23.8%
Less: Estimated nonspendable, restrictions, or assignments					
Amount nonspendable for notes receivable			81,428	81,428	
Amount nonspendable for prepaid items			109,106	109,106	
Amount restricted for County Conservation sewage treatment			212,459	212,459	
Amount restricted for other statutory programs			786,943	786,943	
Amount assigned for IBNR claims liabilities			<u>350,000</u>	<u>350,000</u>	
Unassigned Fund Balance			<u>\$ 9,607,867</u>	<u>\$ 9,613,967</u>	

SCOTT COUNTY FY14 BUDGET REVIEW

GENERAL FUND UNASSIGNED ENDING FUND BALANCE TEN YEAR COMPARISON



The recommended FY14 General Fund unassigned ending fund balance is expected to be at 9,613,967 which represents 18.12% of general fund expenditures. The Board's Financial Management Policy requires a 15% minimum General Fund balance. The County implemented GASB Statement No. 54 in Fiscal Year 2011. Fund Balance was previously measured as unreserved, undesignated.

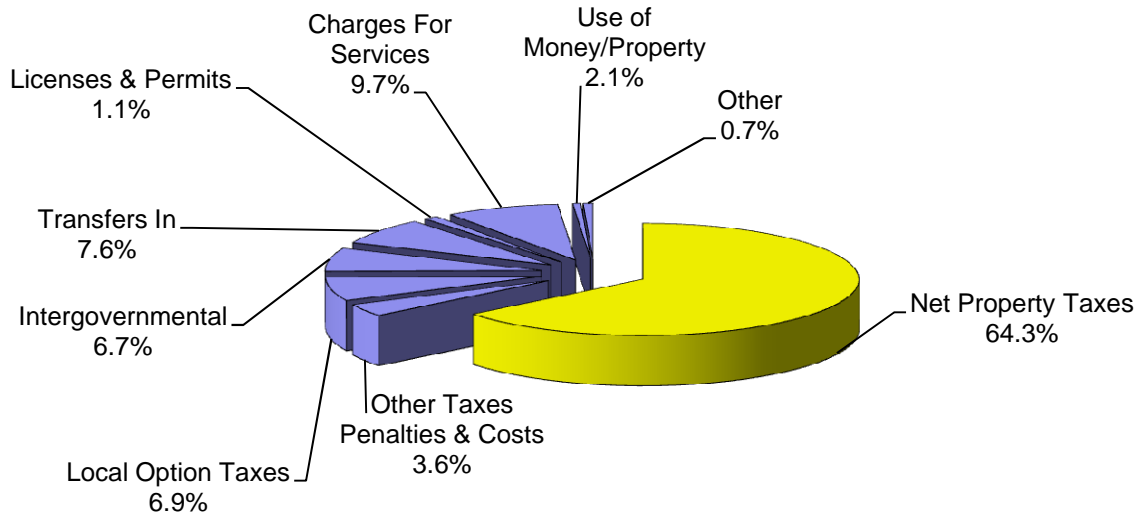
*Includes General and Supplemental Funds

GENERAL FUND TOTAL REVENUE SOURCES

	<u>Actual 2010-11</u>	<u>Budget 2011-12</u>	<u>Revised Estimate 2011-12</u>	<u>Budget 2012-13</u>	<u>% Change From Prior Budget</u>
Taxes Levied on Property	\$ 38,990,107	\$ 40,314,207	\$ 40,314,207	\$ 39,269,963	-2.6%
Less: Uncollected Delinquent Taxes-Lev	30,501	49,749	49,749	30,501	-38.7%
Less: Credits To Taxpayers	812,604	822,766	822,766	813,606	-1.1%
Net Current Property Taxes	38,147,002	39,441,692	39,441,692	38,425,856	-2.6%
Add: Delinquent Property Tax Revenue	30,501	49,749	49,749	30,501	-38.7%
Total Net Property Taxes	38,177,503	39,491,441	39,491,441	38,456,357	-2.6%
Penalties, Interest & Costs On Taxes	789,143	780,000	780,000	780,000	0.0%
Other County Taxes	57,097	56,466	56,466	56,797	0.6%
Total Other Taxes, Penalties & Costs	846,240	836,466	836,466	836,797	0.0%
Local Option Taxes	4,052,754	4,052,754	4,098,552	4,098,552	1.1%
Utility Tax Replacement Excise Tax	1,402,285	1,378,991	1,378,991	1,299,565	-5.8%
Intergovernmental :					
State Grants & Reimbursements	2,611,105	2,647,483	2,926,675	2,468,808	-6.7%
State Credits Against Levied Taxes	812,604	822,766	822,766	813,606	-1.1%
Other State Credits	20,741	21,060	21,060	20,740	-1.5%
Federal Grants & Entitlements	8,269	8,400	183,221	8,300	-1.2%
Contr & Reimb From Other Govts	583,244	382,519	378,364	686,044	79.3%
Payments in Lieu of Taxes	6,682	6,500	6,500	6,500	0.0%
Subtotal Intergovernmental	4,042,645	3,888,728	4,338,586	4,003,998	3.0%
Licenses & Permits	641,245	621,170	618,183	630,470	1.5%
Charges For Services	5,346,517	4,953,796	5,001,197	5,094,362	2.8%
Use of Money & Property	368,437	347,671	361,171	361,671	4.0%
Other:					
Fines, Forfeitures & Defaults	299,045	153,500	283,254	234,000	52.4%
Miscellaneous	359,134	152,225	153,595	192,857	26.7%
Total Other	658,179	305,725	436,849	426,857	39.6%
Total Revenues before Other Financing Sources	55,535,805	55,876,742	56,561,436	55,208,629	-1.2%
Proceeds of Fixed Asset Sales	-	5,000	5,000	5,000	0.0%
Transfers in from:					
General Basic	4,500,000	4,500,000	4,500,000	4,500,000	0.0%
Conservation Equipment Reserve	-	50,000	50,000	50,000	0.0%
Total transfers in	4,500,000	4,550,000	4,550,000	4,550,000	0.0%
GRAND TOTAL REVENUES	\$ 60,035,805	\$ 60,431,742	\$ 61,116,436	\$ 59,763,629	-1.1%

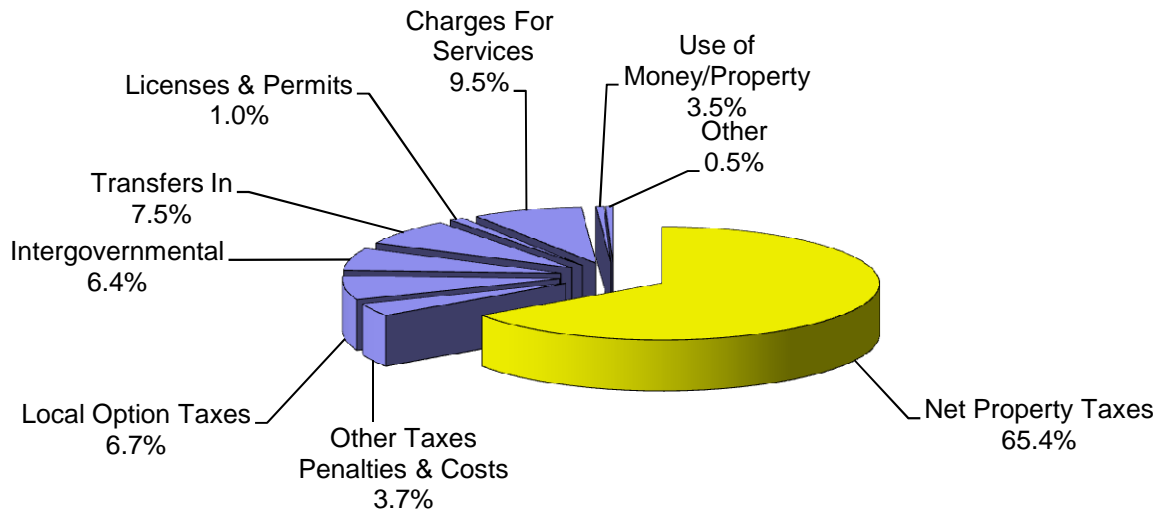
GENERAL FUND REVENUES BY TYPE

FY14 BUDGET: \$59,763,629



The percentage of revenues received from net property taxes has decreased from approximately 65.4% to 64.3% from FY13 and FY14. This decrease is because the County was able to shift the property tax levy for the Public Safety Authority Lease to the Debt Service Fund.

FY13 BUDGET: \$60,381,742

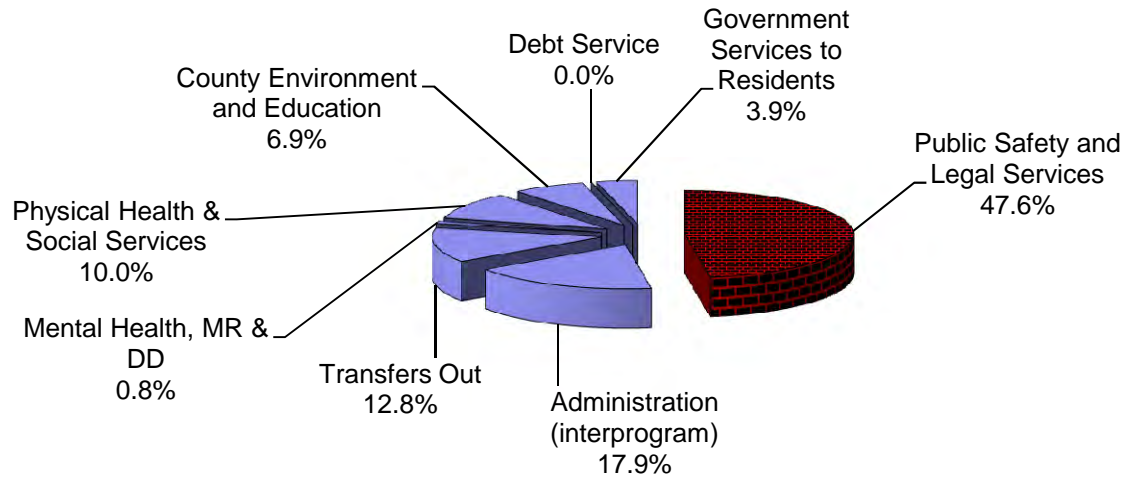


GENERAL FUND EXPENDITURES BY SERVICE AREA

SERVICE AREA	<u>Actual 2011-12</u>	<u>Budget 2012-13</u>	<u>Revised Estimate 2012-13</u>	<u>Budget 2013-14</u>	<u>% Change From Prior Budget</u>
Public Safety & Legal Services	\$ 26,757,075	\$ 28,801,440	\$ 28,678,048	\$ 28,443,433	-1.2%
Physical Health & Social Services	5,395,364	6,107,415	6,012,053	5,994,227	-1.9%
Mental Health, MR & DD	608,279	-	467,735	479,336	N/A
County Environment & Education	3,911,430	4,130,001	4,141,251	4,139,992	0.2%
Government Services to Residents	2,210,614	2,284,878	2,331,704	2,356,813	3.1%
Administration (interprogram)	9,203,859	9,890,135	9,733,308	10,718,698	8.4%
Debt Service	<u>2,125,305</u>	<u>2,122,305</u>	<u>2,122,305</u>	<u>-</u>	-100.0%
SUBTOTAL BEFORE TRANSFERS	<u>50,211,926</u>	<u>53,336,174</u>	<u>53,486,404</u>	<u>52,132,499</u>	-2.3%
Transfers out to:					
General Supplemental	4,500,000	4,500,000	4,500,000	4,500,000	0.0%
Secondary Roads	681,882	725,794	735,794	745,000	2.6%
Capital Improvements	904,347	1,770,030	2,790,030	1,770,030	0.0%
Electronic Equipment	610,000	610,000	1,090,000	610,000	0.0%
Conservation Equipment Reserve	794	-	-	-	N/A
Conservation CIP Reserve	283,183	-	-	-	N/A
Internal Service - Health	-	-	340,000	-	N/A
Golf Enterprise	<u>212,891</u>	<u>-</u>	<u>4,535,447</u>	<u>-</u>	N/A
Total transfers	<u>7,193,097</u>	<u>7,605,824</u>	<u>13,991,271</u>	<u>7,625,030</u>	0.3%
GRAND TOTAL EXPENDITURES AND TRANSFERS OUT	<u>\$ 57,405,023</u>	<u>\$ 60,941,998</u>	<u>\$ 67,477,675</u>	<u>\$ 59,757,529</u>	-1.9%

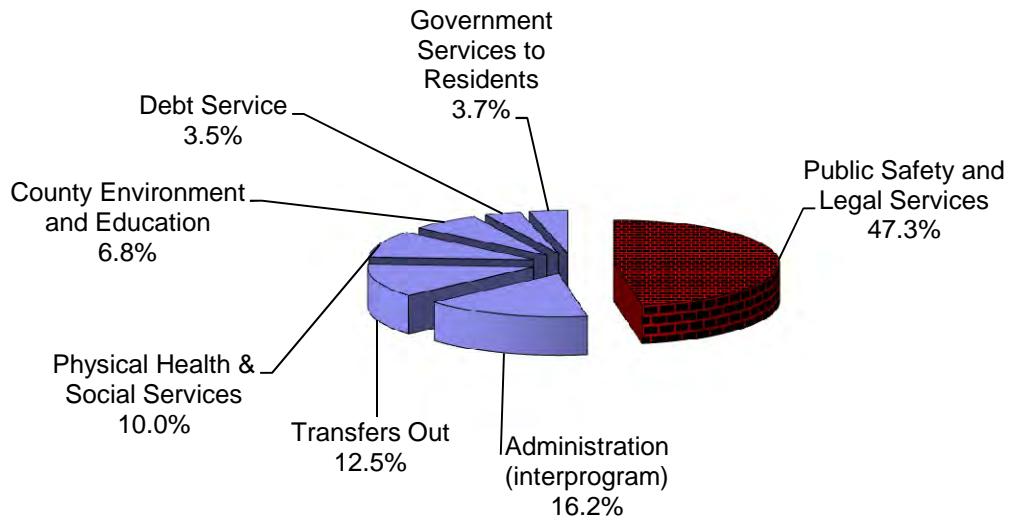
GENERAL FUND EXPENDITURES BY SERVICE AREA

FY14 BUDGET: \$59,757,529



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.

FY13 BUDGET: \$60,941,997



MH-DD FUND

All revenues designated for mental health, mental retardation, and developmental disabilities services are 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)
 - RCFMR
 - RCF
 - SAL
- Respite Services
- Partial Hospitalization
- Outpatient Services
- 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)
- Adult Day Treatment
- Community Support Program

In 1996 the Iowa State Legislature capped the dollar amount on the local property tax levy for this fund in the future. This was done to build a partnership between the state and the counties. Inflationary increases were to be provided by State legislation. 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.

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

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

In October of 2012, Scott County applied for Transition funds and was approved for \$2,437,247. The County has not received transition funds as of the March budget approval process. Because Legislators approved the carryover of Risk Pool funds during the 2012 session, Scott County was able to continue using those funds to pay for services for new individuals coming into the system instead of starting a waiting list during FY13. Scott County was unable to pay local providers for several months until the Transition funds were received.

In FY13 Scott County worked toward regionalization by participating in monthly meetings with Cedar, Clinton, Jackson and Muscatine Counties. The group was approved to be a region and named itself the “Eastern Iowa MH/DS region”. In FY14 counties/regions are supposed to implement core services. Local providers/counties are working together to develop the new services. In FY15 regions are supposed to be fully operational.

Currently, Legislators continue to tweak the funding mechanism for FY14 and FY15 despite what was passed in SF2315 during the 2012 session. There are two different funding ideas being discussed. Legislators will need to allocate at least \$29 million in order for the “per capita” funding mechanism idea to work. In FY14 all counties are supposed to be at \$47.28 per capita/levy for MH/DS services. SPP revenue will go to the county of residence for those individuals receiving service. The concept of “legal settlement” is eliminated July 1, 2013 and will be replaced with “residency”. The financial impacts to Scott County are still unknown. Integrated Health Homes will be implemented January 1, 2014 for individuals with serious mental health and medical issues. The impact is unclear, but health homes will affect the individuals receiving case management services through what was once a local provider.

MENTAL HEALTH, MR & DD FUND

FUND STATEMENT

<u>Fund</u>	<u>Actual 2011-12</u>	<u>Budget 2012-13</u>	<u>Revised Estimate 2012-13</u>	<u>Budget 2013-14</u>	<u>% Change From Prior Budget</u>
Beginning balance, July 1	\$ 1,221,960	\$ 89,643	\$ 268,319	\$ 923,628	930.3%
Revenues	<u>15,904,466</u>	<u>16,836,932</u>	<u>6,946,990</u>	<u>8,348,333</u>	-50.4%
Funds available	17,126,426	16,926,575	7,215,309	9,271,961	-45.2%
Expenditures	<u>16,858,107</u>	<u>16,926,575</u>	<u>6,291,681</u>	<u>8,032,093</u>	-52.5%
Excess (deficiency) of revenues over expenditures	<u>(953,641)</u>	<u>(89,643)</u>	<u>655,309</u>	<u>316,240</u>	-452.8%
Ending Balance, June 30	<u>\$ 268,319</u>	<u>\$ -</u>	<u>\$ 923,628</u>	<u>\$ 1,239,868</u>	N/A

MH-DD FUND

REVENUE SOURCES

<u>Fund</u>	<u>Actual 2011-12</u>	<u>Budget 2012-13</u>	<u>Revised Estimate 2012-13</u>	<u>Budget 2013-14</u>	<u>% Change From Prior Budget</u>
REVENUES					
Taxes Levied on Property	\$ 3,124,021	\$ 3,198,636	\$ 3,198,635	\$ 3,202,095	0.1%
Less: Uncollected Delinquent Taxes- Levy Year	2,444	4,173	4,173	2,444	-41.4%
Less: Credits To Taxpayers	<u>65,109</u>	<u>69,007</u>	<u>69,007</u>	<u>65,109</u>	-5.6%
Net Current Property Taxes	3,056,468	3,125,456	3,125,455	3,134,542	0.3%
Add: Delinquent Property Tax Revenue	<u>2,444</u>	<u>4,173</u>	<u>4,173</u>	<u>2,444</u>	-41.4%
Total Net Property Taxes	3,058,912	3,129,629	3,129,628	3,136,986	0.2%
Other County Taxes	<u>3,603</u>	<u>3,761</u>	<u>3,761</u>	<u>3,603</u>	-4.2%
Total Other Taxes, Penalties & Costs	3,603	3,761	3,761	3,603	-4.2%
Utility Tax Replacement Excise Tax	112,356	109,396	109,396	105,937	-3.2%
Intergovernmental :					
State Grants & Reimbursements	8,473,125	9,565,810	1,011,557	258,189	-97.3%
State Credits Against Levied Taxes	65,109	69,007	69,007	65,109	-5.6%
Other State Credits	<u>3,898,989</u>	<u>3,867,654</u>	<u>2,439,013</u>	<u>4,593,881</u>	18.8%
Subtotal Intergovernmental	12,437,223	13,502,471	3,519,577	4,917,179	-63.6%
Charges For Services	74,244	45,950	128,903	128,903	180.5%
Other:					
Miscellaneous	<u>218,128</u>	<u>45,725</u>	<u>55,725</u>	<u>55,725</u>	21.9%
Total Other	<u>218,128</u>	<u>45,725</u>	<u>55,725</u>	<u>55,725</u>	21.9%
GRAND TOTAL REVENUES	<u>\$ 15,904,466</u>	<u>\$ 16,836,932</u>	<u>\$ 6,946,990</u>	<u>\$ 8,348,333</u>	-50.4%

MH-DD FUND

EXPENDITURE DETAIL

	<u>Actual</u> <u>2011-12</u>	<u>Budget</u> <u>2012-13</u>	<u>Revised</u> <u>Estimate</u> <u>2012-13</u>	<u>Budget</u> <u>2013-14</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
MH-DD SERVICE AREA					
Mental Health					
General Administration	\$ 2,172	\$ -	\$ -	\$ -	N/A
Coordination Services	31,049	30,120	32,947	1,781,197	5813.7%
Personal & Environ Support	4,865	25,420	2,250	250	-99.0%
Treatment Services	1,146,436	1,673,875	1,471,116	1,734,782	3.6%
Licensed/Certified Living Arrangements	81,166	95,005	95,004	95,101	N/A
Vocational & Day Services	509	-	-	-	N/A
Instit/Hospital/Commitment Services	<u>167,624</u>	<u>258,073</u>	<u>230,485</u>	<u>234,507</u>	-9.1%
Total Mental Health	1,433,821	2,082,493	1,831,802	3,845,837	84.7%
Chronic Mental Illness					
General Administration	77,614	-	1,000	-	N/A
Coordination Services	707,296	695,530	82,941	81,951	-88.2%
Personal & Environ Support	280,443	363,272	10,148	63,061	-82.6%
Treatment Services	694,882	1,042,776	954,112	1,090,726	4.6%
Vocational & Day Services	577,533	367,881	86,123	1,000	-99.7%
Licensed/Certified Living Arrangements	1,766,323	1,562,185	1,420,351	1,419,497	-9.1%
Instit/Hospital/Commitment Services	<u>636,049</u>	<u>423,540</u>	<u>585,421</u>	<u>572,016</u>	35.1%
Total Chronic Mental Illness	4,740,140	4,455,184	3,140,096	3,228,251	-27.5%
Mental Retardation					
General Administration	1,702	-	-	-	N/A
Coordination Services	269,827	267,600	-	-	-100.0%
Personal & Environ Support	1,241,392	1,103,272	15,294	2,110	-99.8%
Treatment Services	31,020	7,300	1,000	-	-100.0%
Vocational & Day Services	1,310,522	1,363,771	259,716	257,575	-81.1%
Licensed/Certified Living Arrangements	6,653,683	6,234,244	256,932	209,476	-96.6%
Instit/Hospital/Commitment Services	<u>989,557</u>	<u>1,011,930</u>	<u>3,221</u>	<u>2,595</u>	-99.7%
Total Mental Retardation	10,497,703	9,988,117	536,163	471,756	-95.3%
Developmental Disabilities					
General Administration	1,704	-	-	-	N/A
Coordination Services	9,211	-	-	-	NA
Personal & Environ Support	3,374	201	201	201	0.0%
Vocational & Day Services	16,911	40,683	40,933	17,168	-57.8%
Licensed/Certified Living Arrangements	82,828	70,464	22,575	22,575	-68.0%
Instit/Hospital/Commitment Services	<u>-</u>	<u>50</u>	<u>50</u>	<u>50</u>	0.0%
Total Developmental Disabilities	114,028	111,398	63,759	39,994	-64.1%
Case Management	-	-	605,100	254,100	N/A
General Administration	<u>72,415</u>	<u>289,383</u>	<u>114,761</u>	<u>192,155</u>	-33.6%
Grand total MH-DD expenditures	<u>\$ 16,858,107</u>	<u>\$ 16,926,575</u>	<u>\$ 6,291,681</u>	<u>\$ 8,032,093</u>	-52.5%

DEBT SERVICE FUND

The Debt Service Fund accounts for general obligation bonds that are backed by the full faith and credit of Scott County. As of July 1, 2013, four current general obligation bonds outstanding amounts to \$12,455,000 and a capital lease of \$22,055,000. 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. The fourth issue is Emergency Equipment bonds issued in FY 10 for the new Scott Emergency Communication Center. Beginning in FY 14, the County may now levy for the debt service cost of the Public Safety Capital Lease. Previously this lease was paid out of the General Fund. The movement of the debt allows the County to access a greater percentage of taxable valuation, thus reducing the overall tax rate of the County. The existing debt levels of the County are sufficient for the County's current needs and are not impacting the operational levels of any service areas. No new long term debt is planned at this time.

The following is a summary of the general obligation bonds outstanding as of July 1, 2013 for the Solid Waste Disposal Bond issue:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2013-14	\$ 555,000	\$ 31,453	\$ 586,453	3.75%
2014-15	<u>280,000</u>	<u>10,640</u>	<u>290,640</u>	3.80%
	\$ 835,000	\$ 42,093	\$ 877,093	

The following is a summary of the general obligation bonds outstanding as of July 1, 2013 for the River Renaissance Project bond issue:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2013-14	\$ 395,000	\$ 49,650	\$ 444,650	3.00%
2014-15	405,000	37,800	442,800	3.00%
2015-16	420,000	25,650	445,650	3.00%
2016-17	<u>435,000</u>	<u>13,050</u>	<u>448,050</u>	3.00%
	\$ 1,655,000	\$ 126,150	\$ 1,781,150	

The following is a summary of the general obligation bonds outstanding as of July 1, 2013 for the GIS Bond issue:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2013-14	\$ 275,000	\$ 34,495	\$ 309,495	4.00%
2014-15	285,000	23,495	308,495	4.00%
2015-16	<u>295,000</u>	<u>12,095</u>	<u>307,095</u>	4.10%
	\$ 855,000	\$ 70,085	\$ 925,085	

The following is a summary of the general obligation bonds outstanding as of July 1, 2013 for the Emergency Equipment Bond (Build America Bonds) issue:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2013-14	\$ 460,000	\$ 449,750	\$ 909,750	3.20%
2014-15	470,000	435,030	905,030	3.50%
2015-16	480,000	418,580	898,580	4.00%
2016-17	490,000	399,380	889,380	4.20%
2017-18 & After	<u>7,210,000</u>	<u>2,709,920</u>	<u>9,919,920</u>	4.40%-5.8%
	\$ 9,110,000	\$ 4,412,660	\$ 13,522,660	

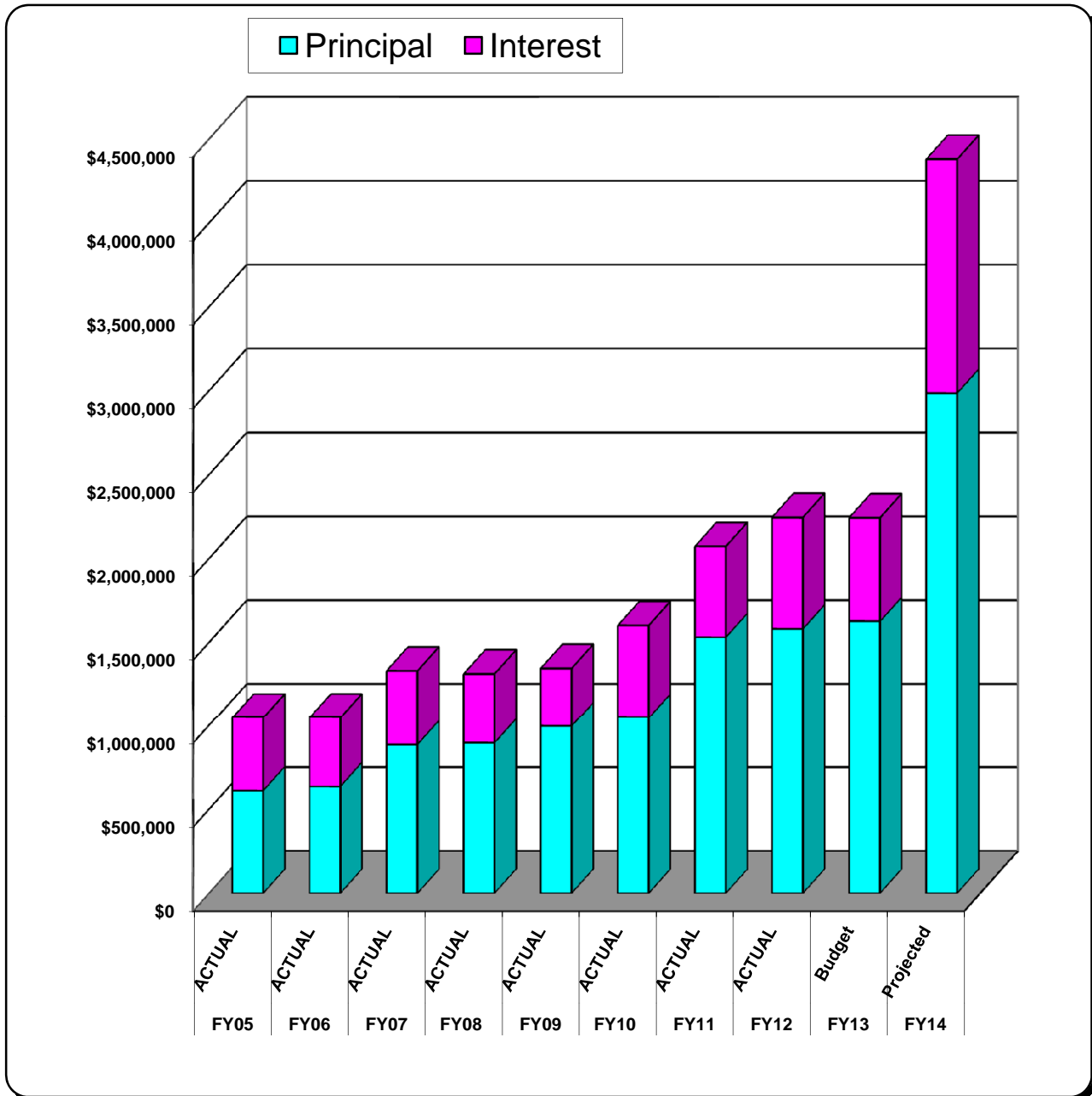
The following is a summary of the Capital Lease outstanding as of July 1, 2013 for the Lease with the Public Safety Authority:

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL	RATE
2013-14	\$ 1,300,000	\$ 777,484	\$ 2,077,484	4.0%
2014-15	1,350,000	775,505	2,125,505	4.0%
2015-16	1,660,000	283,450	1,943,450	2.0%
2016-17	1,675,000	274,320	1,949,320	2.0%
2017-18 & After	<u>14,825,000</u>	<u>1,360,590</u>	<u>16,185,590</u>	1.6%-2.0%
	\$ 20,810,000	\$ 3,471,349	\$ 24,281,349	

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, 2013 is as follows:

Assessed Value (100%) January 2012	<u>\$ 12,343,186,444</u>
Debt Limit 5% of Assessed Valuation (Iowa Statutory Limitation)	\$ 617,159,322
Capital Lease	20,810,000
Bonds Outstanding Debt Margin	<u>12,455,000</u>
Debt Applicable to Margin	33,265,000
Legal Debt Margin	<u>\$ 583,894,322</u>
Percent of Debt Limit Used	<u>5.39%</u>

DEBT EXPENDITURES TEN YEAR PERIOD



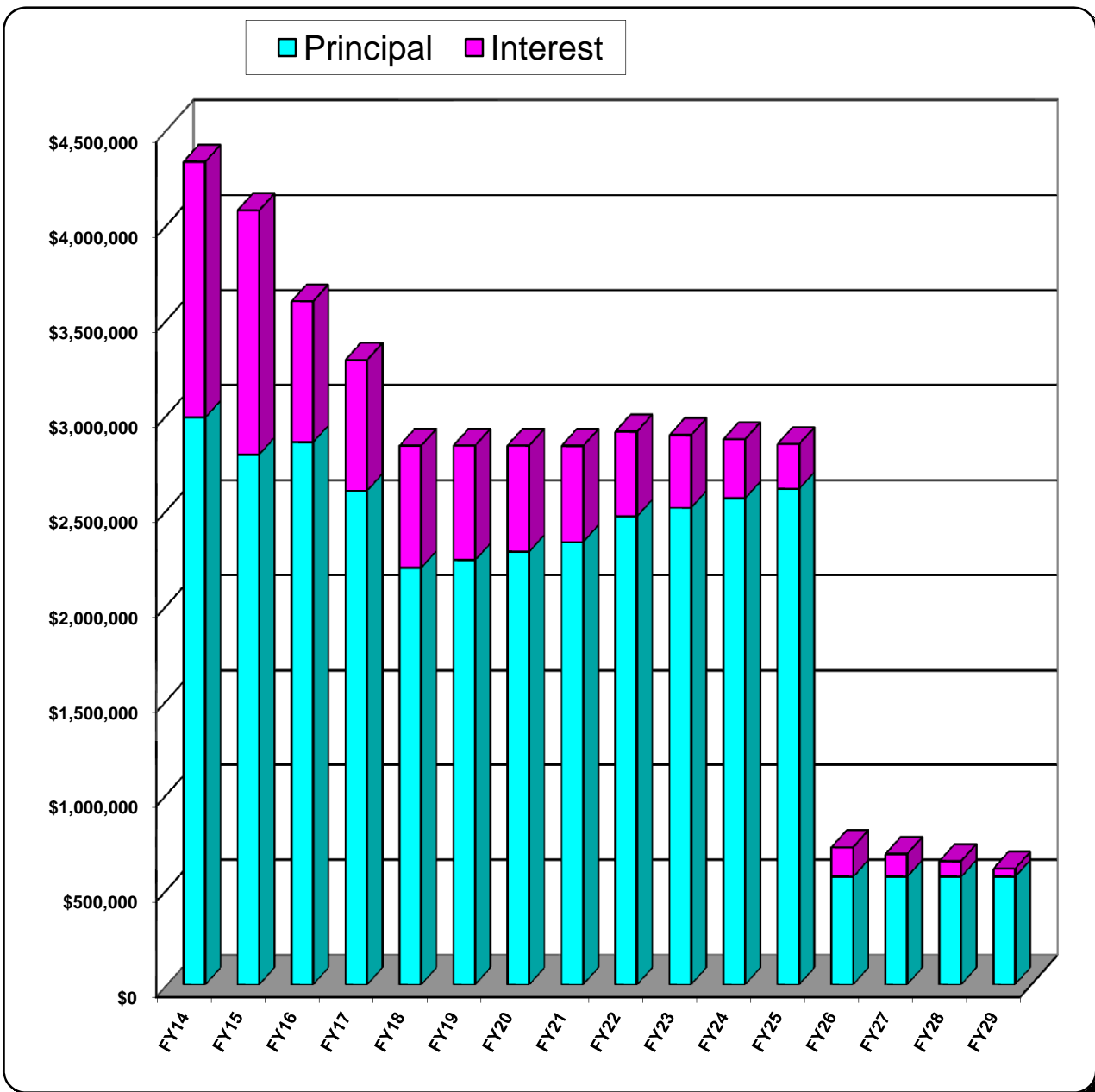
Scott County currently has four outstanding general obligation bond issues outstanding: Solid Waste Bonds, River Renaissance Urban Renewal Bonds, and GIS Bonds. The Solid Waste Bond issue is funded from Scott Solid Waste Commission fees. The GIS Bonds were issued in FY07 to develop a county-wide geographic 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. The County may begin levying for the Public Safety Lease within the Debt Service Fund in FY 14.

DEBT SERVICE FUND

FUND STATEMENT

	<u>Actual</u> <u>2011-12</u>	<u>Budget</u> <u>2012-13</u>	<u>Revised</u> <u>Estimate</u> <u>2012-13</u>	<u>Budget</u> <u>2013-14</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Taxes Levied on Property	\$ 1,301,464	\$ 1,309,794	\$ 1,309,794	\$ 3,239,732	147.3%
Less: Uncollected Delinquent Taxes-Levy Year	1,054	1,856	1,856	1,054	-43.2%
Less: Credits To Taxpayers	26,098	30,366	30,366	26,099	-14.1%
Net Current Property Taxes	1,274,312	1,277,572	1,277,572	3,212,579	151.5%
Delinquent Property Tax Revenue	1,054	1,856	1,856	1,054	-43.2%
Other County Taxes	45,882	44,176	44,176	103,094	133.4%
Intergovernmental	417,279	385,368	527,149	535,629	39.0%
Subtotal Revenues	<u>1,738,527</u>	<u>1,708,972</u>	<u>1,850,753</u>	<u>3,852,356</u>	125.4%
Other Financing Sources:					
Total Revenues & Other Sources	1,738,527	1,708,972	1,850,753	3,852,356	125.4%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Debt Service					
Principal Payments	\$ 1,580,000	\$ 1,625,000	\$ 1,625,000	\$ 2,985,000	83.7%
Interest Payments	663,765	616,560	616,560	1,392,852	125.9%
Subtotal Expenditures	2,243,765	2,241,560	2,241,560	4,377,852	95.3%
Other Financing Uses:					
Total Expenditures & Other Uses	2,243,765	2,241,560	2,241,560	4,377,852	95.3%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>(505,238)</u>	<u>(532,588)</u>	<u>(390,807)</u>	<u>(525,496)</u>	-1.3%
Beginning Fund Balance - July 1,	<u>\$ 2,558,322</u>	<u>\$ 2,066,834</u>	<u>\$ 2,053,084</u>	<u>\$ 1,662,277</u>	-19.6%
Ending Fund Balance - June 30,	<u>\$ 2,053,084</u>	<u>\$ 1,534,246</u>	<u>\$ 1,662,277</u>	<u>\$ 1,136,781</u>	-25.9%

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. The Public Safety Lease matures in FY 25.

CAPITAL PROJECTS FUND

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

The County has a true 5 year capital program, with projects scheduled through FY18. A majority of these projects are planned as a result of our FY10 Information Technology Strategic Plan. In order to fund this plan, the County will transfer property tax to our Electronic Equipment Fund. The large project for FY13 includes the first phase of our ERP (Enterprise Resource Planning) software purchase. FY 14 continues this project, infrastructure support improvements and phase one planning of the Space Utilization Master Plan.

CAPITAL PROJECTS FUND SUMMARY

FUND STATEMENT

	<u>Actual</u> <u>2011-12</u>	<u>Budget</u> <u>2012-13</u>	<u>Revised</u> <u>Estimate</u> <u>2012-13</u>	<u>Budget</u> <u>2013-14</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Other County Taxes	\$ 596,840	\$ 575,000	\$ 575,000	\$ 575,000	0.0%
Intergovernmental	28,550	-	2,000	-	N.A
Use of Money & Property	6,393	-	-	1,950	
Miscellaneous	<u>27,243</u>	<u>42,500</u>	<u>30,296</u>	<u>14,500</u>	-65.9%
Subtotal Revenues	659,026	617,500	607,296	591,450	-4.2%
Other Financing Sources:					
Operating Transfers In					
General Basic	1,798,324	2,380,030	3,880,030	2,380,030	0.0%
Recorder's Record Mgt	60,215	40,000	40,000	20,000	-50.0%
Electronic Equipment	<u>835,000</u>	<u>850,000</u>	<u>850,000</u>	<u>850,000</u>	0.0%
Total Transfers In	2,693,539	3,270,030	4,770,030	3,250,030	-0.6%
Proceeds of Fixed Asset Sales	<u>79,441</u>	<u>44,000</u>	<u>44,000</u>	<u>46,000</u>	4.5%
Total Revenues & Other Sources	3,432,006	3,931,530	5,421,326	3,887,480	-1.1%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Capital Projects	\$ 1,952,204	\$ 3,299,030	\$ 3,825,724	\$ 4,019,945	21.9%
Subtotal Expenditures	1,952,204	3,299,030	3,825,724	4,019,945	21.9%
Other Financing Uses:					
Operating Transfers Out					
General Basic	-	-	50,000	50,000	N/A
Capital Improvements	<u>835,000</u>	<u>850,000</u>	<u>850,000</u>	<u>850,000</u>	0.0%
Total Transfers Out	<u>835,000</u>	<u>850,000</u>	<u>900,000</u>	<u>900,000</u>	5.9%
Total Expenditures & Other Uses	2,787,204	4,149,030	4,725,724	4,919,945	18.6%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	644,802	(217,500)	695,602	(1,032,465)	374.7%
Beginning Fund Balance - July 1,	<u>\$ 3,186,022</u>	<u>\$ 1,071,655</u>	<u>\$ 3,830,824</u>	<u>\$ 4,526,426</u>	322.4%
Ending Fund Balance - June 30,	<u>\$ 3,830,824</u>	<u>\$ 854,155</u>	<u>\$ 4,526,426</u>	<u>\$ 3,493,961</u>	309.1%

CAPITAL PROJECTS (General) FUND

FUND STATEMENT

	<u>Actual</u> <u>2011-12</u>	<u>Budget</u> <u>2012-13</u>	<u>Revised</u> <u>Estimate</u> <u>2012-13</u>	<u>Budget</u> <u>2013-14</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Other County Taxes	\$ 596,840	\$ 575,000	\$ 575,000	\$ 575,000	0.0%
Intergovernmental	28,550	-	2,000	-	N/A
Use of Money & Property	4,507	-	-	-	N/A
Miscellaneous	22,751	35,500	23,296	7,500	-78.9%
Subtotal Revenues	652,648	610,500	600,296	582,500	-4.6%
Other Financing Sources:					
Operating Transfers In					
General Basic	904,347	1,770,030	2,790,030	1,770,030	0.0%
Recorder's Record Mgt	60,215	40,000	40,000	20,000	-50.0%
Electronic Equipment	835,000	850,000	850,000	850,000	0.0%
Total Transfers In	1,799,562	2,660,030	3,680,030	2,640,030	-0.8%
Proceeds of fixed asset sales	99	-	-	-	N/A
Total Revenues & Other Sources	2,452,309	3,270,530	4,280,326	3,222,530	-1.5%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Capital Projects	\$ 1,952,204	\$ 3,299,030	\$ 3,825,724	\$ 4,019,945	21.9%
Subtotal Expenditures	1,952,204	3,299,030	3,825,724	4,019,945	21.9%
Other Financing Uses:					
Total Expenditures & Other Uses	1,952,204	3,299,030	3,825,724	4,019,945	21.9%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	500,105	(28,500)	454,602	(797,415)	2697.9%
Beginning Fund Balance - July 1,	<u>\$ 2,074,023</u>	<u>\$ 173,156</u>	<u>\$ 2,574,128</u>	<u>\$ 3,028,730</u>	1649.1%
Ending Fund Balance - June 30,	<u>\$ 2,574,128</u>	<u>\$ 144,656</u>	<u>\$ 3,028,730</u>	<u>\$ 2,231,315</u>	1442.5%

ELECTRONIC EQUIPMENT FUND

FUND STATEMENT

	<u>Actual 2011-12</u>	<u>Budget 2012-13</u>	<u>Revised Estimate 2012-13</u>	<u>Budget 2013-14</u>	<u>% Change From Prior Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Use of Money & Property	\$ 1,738	\$ -	\$ -	\$ 1,800	N/A
Subtotal Revenues	1,738	-	-	1,800	N/A
Other Financing Sources:					
Operating Transfers In					
General Basic	<u>610,000</u>	<u>610,000</u>	<u>1,090,000</u>	<u>610,000</u>	0.0%
Total Transfers In	610,000	610,000	1,090,000	610,000	0.0%
Total Revenue & Other Sources	611,738	610,000	1,090,000	611,800	0.3%
EXPENDITURES & OTHER FINANCING USES					
Operating:	\$ -	\$ -	\$ -	\$ -	N/A
Other Financing Uses:					
Operating Transfers Out					
Capital Improvements	<u>835,000</u>	<u>850,000</u>	<u>850,000</u>	<u>850,000</u>	0.0%
Total Transfers Out	835,000	850,000	850,000	850,000	0.0%
Total Expenditures & Other Uses	835,000	850,000	850,000	850,000	0.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	(223,262)	(240,000)	240,000	(238,200)	-0.8%
Beginning Fund Balance - July 1,	<u>\$ 486,453</u>	<u>\$ 261,453</u>	<u>\$ 263,191</u>	<u>\$ 503,191</u>	92.5%
Ending Fund Balance - June 30,	<u>\$ 263,191</u>	<u>\$ 21,453</u>	<u>\$ 503,191</u>	<u>\$ 264,991</u>	1135.2%

VEHICLE REPLACEMENT FUND

FUND STATEMENT

	<u>Actual</u> <u>2011-12</u>	<u>Budget</u> <u>2012-13</u>	<u>Revised</u> <u>Estimate</u> <u>2012-13</u>	<u>Budget</u> <u>2013-14</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Other County Taxes	\$ -	\$ -	\$ -	\$ -	N/A
Use of Money & Property	148	-	-	150	N/A
Subtotal Revenues	148	-	-	150	N/A
Other Financing Sources:					
Proceeds of Fixed Asset Sales	19,552	-	-	-	N/A
 Total Revenues & Other Sources	 19,700	 -	 -	 150	 N/A
EXPENDITURES & OTHER FINANCING USES					
Operating:	\$ -	\$ -	\$ -	\$ -	N/A
Other Financing Uses:					
Operating Transfers Out	-	-	-	-	N/A
 Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	 19,700	 -	 -	 150	 N/A
 Beginning Fund Balance - July 1,	 \$ 32,742	 \$ 32,742	 \$ 52,442	 \$ 52,442	 60.2%
Ending Fund Balance - June 30,	<u>\$ 52,442</u>	<u>\$ 32,742</u>	<u>\$ 52,442</u>	<u>\$ 52,592</u>	<u>60.6%</u>

CONSERVATION EQUIPMENT RESERVE FUND

FUND STATEMENT

	<u>Actual</u> <u>2011-12</u>	<u>Budget</u> <u>2012-13</u>	<u>Revised</u> <u>Estimate</u> <u>2012-13</u>	<u>Budget</u> <u>2013-14</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Other Financing Sources:					
Operating Transfers In					
General Basic	\$ 794	\$ -	\$ -	\$ -	N/A
Proceeds of Fixed Asset Sales	<u>59,790</u>	<u>44,000</u>	<u>44,000</u>	<u>46,000</u>	4.5%
Total Revenues & Other Sources	60,584	44,000	44,000	46,000	4.5%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Other Financing Uses:					
Operating Transfers Out					
General Basic	\$ -	\$ -	\$ 50,000	\$ 50,000	N/A
Total Transfers Out	<u>-</u>	<u>-</u>	<u>50,000</u>	<u>50,000</u>	N/A
Total Expenditures & Other Uses	-	-	50,000	50,000	N/A
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	60,584	44,000	(6,000)	(4,000)	-109.1%
Beginning Fund Balance - July 1,	<u>\$ 216,385</u>	<u>\$ 220,885</u>	<u>\$ 276,969</u>	<u>\$ 270,969</u>	22.7%
Ending Fund Balance - June 30,	<u>\$ 276,969</u>	<u>\$ 264,885</u>	<u>\$ 270,969</u>	<u>\$ 266,969</u>	0.8%

CONSERVATION CIP RESERVE FUND

FUND STATEMENT

	<u>Actual</u> <u>2011-12</u>	<u>Budget</u> <u>2012-13</u>	<u>Revised</u> <u>Estimate</u> <u>2012-13</u>	<u>Budget</u> <u>2013-14</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Miscellaneous	\$ 4,491	\$ 7,000	\$ 7,000	\$ 7,000	0.0%
Subtotal Revenues	4,491	7,000	7,000	7,000	0.0%
Other Financing Sources:					
Operating Transfers In					
General Basic	283,183	-	-	-	N/A
Total Transfers In	283,183	-	-	-	
 Total Revenues & Other Sources	 287,674	 7,000	 7,000	 7,000	 0.0%
EXPENDITURES & OTHER FINANCING USES					
Operating:	\$ -	\$ -	\$ -	\$ -	N/A
Other Financing Uses:	-	-	-	-	N/A
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	287,674	7,000	7,000	7,000	0.0%
 Beginning Fund Balance - July 1,	 \$ 376,419	 \$ 383,419	 \$ 664,093	 \$ 671,093	 75.0%
Ending Fund Balance - June 30,	<u>\$ 664,093</u>	<u>\$ 390,419</u>	<u>\$ 671,093</u>	<u>\$ 678,093</u>	73.7%

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

The operating budget will again be supplemented with an aggressive five year Capital Improvements Program. In most years, it is the board's intention to include, in the operating budget, transfers to the Capital Improvement Fund for capital improvement projects. 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 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 5.39% 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 \$5,224,945 for fiscal year FY14, with 66% or \$3,482,415 for general projects, 23% or \$1,205,000 for Secondary Roads projects, and 11% or \$537,530 for Conservation parks and recreation projects. The Capital Plan is in the initial stages of multi non routine projects. The County has begun the implementation of the ERP financial management system which is expected to be completed in fiscal year 2014. We have begun training and implementation of the first few modules. FY 2014

will conclude our project with full implementation of all modules including accounts payable, human resources, payroll, contract management, grant management, facilities management, project accounting, general ledger, budgeting and purchasing. Additionally the Space Utilization Master Plan will begin Phase One in 2014 and proceed through 2018. The County looks forward to this challenging project.

The general capital improvements budget of \$3,482,415 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 fund source for our capital budget decreases the number of capital projects that will be funded in the upcoming year.

The local Secondary Roads capital program totals \$1,205,000, which is significantly larger than previous years. This amount includes a bridge replacement and Asphalt for 275th St.

The Conservation Department capital plan totals \$537,750. Fiscal 2014 projects include Scott County Park Pool and Aquatic Center Renovations, Pioneer Village Renovations and West Lake Park wastewater transfer upgrades. Conservation also has designated a portion (\$50,000) of its CIP allocation to a reserve account for future projects, cost overruns, potential land acquisition, and to fund any golf course deficits.

We have very few projects in the capital budget that will save us on operation costs. See below for a table of items and their operating cost impacts:

BLDG / Category	PROJECT	Operational Contracts	MAINT	UTILITIES	TOTAL
A1	Courthouse Roof Replacement	-	-	(2,000)	(2,000)
A2	Jail NW AHU/ACCU Replacement	-	250	(2,500)	(2,250)
A2	Jail Security System Replacement	-	(1,500)	-	(1,500)
A4	JDC Security Systems Replacement	-	(750)	-	(750)
A5	AC Recorder Renovation	-	100	-	100
A5	AC HVAC Controls	1,000	1,000	(4,500)	(2,500)
A5	Renovate Elevator Cars	-	(400)	-	(400)
B	Demo Scott St.	-	(250)	-	(250)
B	Sheriff Patrol Headquarters Planning		1,500	-	1,500
C	FSS MFP Replacements	-	-	(350)	(350)
C	IT – ERP	89,250	-	-	89,250
C	IT – Servers	3,000	-	-	3,000
C	IT – Storage	17,000	-	-	17,000
	<i>Totals</i>	<i>110,250</i>	<i>(50)</i>	<i>(9,350)</i>	<i>100,850</i>

Many of the projects listed in the detailed plan are for major repairs, renovations or replacements. By proactively planning for these projects we can avoid the cost of deferred maintenance and take advantage of efficiency gains from new equipment and technologies. The Board of Supervisors encourages County departments to self identify potential projects as capital requests during the budget process. Current (FY14) capital projects will have a small nominal positive impact on operating expenses. However, several large efforts in future years have the potential for significant long term operational impacts. The ERP system will improve efficiencies within the financial management process of the County. Although more and better data will be gathered using the ERP, the ease of access to that data, the simplified data entry process and workflows along with the enhanced decision making afforded by the system are expected to far outweigh any additional time spent gathering data for entry. However the County will incur new operational maintenance costs. The Space Utilization projects included in the 5 year Capital Plan (Section B) will potentially have significant impacts (increases) on operational expenses. The initial projects Phases 1-4 should improve operating efficiencies in existing Courthouse spaces, by replacing systems and equipment that are 30+ years old. The new Patrol Headquarters and the long term building addition to the Courthouse both will represent net gains to the building square footage portfolio for the County, requiring additional expenses for maintenance, supplies and utilities. As the planning for those projects moves forward, it will be especially important to analyze those cost impacts to balance Capital cost versus potential operating efficiency gains.

Careful planning and decision making should help to minimize those operational impacts going forward.

The pages that follow lists the individual capital projects planned for the next five years in addition to last year's actual projects and the current years revised projects. Some projects originally planned for FY13 were moved to FY14 and beyond due to timing & budget constraints or longer planning procedures required.

SCOTT COUNTY FIVE YEAR CAPITAL PROJECT PLAN FY14 BUDGET										
	FY12 ACTUAL	FY13 BUDGET	FY13 YTD	FY13 ESTIMATE	FY14 BUDGET	FY15 PLAN	FY16 PLAN	FY17 PLAN	FY18 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
Building & Grounds	294,422	1,020,000	329,261	925,508	750,000	880,000	870,000	695,000	965,000	2,220,000
Space Plan Utilization Project	76,128	-	-	-	200,000	1,060,000	2,000,000	2,000,000	512,000	35,237,000
Technology & Equipment Acquisition	518,326	1,282,000	117,051	1,069,931	1,939,915	831,500	613,000	513,000	409,000	1,130,000
Vehicle Acquisition	232,029	254,500	230,240	223,531	332,500	226,500	312,000	295,000	253,000	-
Other Projects	506,729	205,000	339,709	725,000	260,000	135,000	135,000	135,000	110,000	280,000
SUBTOTAL GENERAL CIP	1,627,634	2,761,500	1,016,261	2,943,970	3,482,415	3,133,000	3,930,000	3,638,000	2,249,000	38,867,000
Conservation CIP Projects	324,570	537,530	366,832	881,754	537,530	537,530	537,530	537,530	537,530	-
Subtotal Projects Paid from CIP Fund	1,952,204	3,299,030	1,383,093	3,825,724	4,019,945	3,670,530	4,467,530	4,175,530	2,786,530	38,867,000
Secondary Roads Fund Projects	238,577	750,000	529,752	694,560	1,205,000	915,000	320,000	815,000	420,000	-
Total All Capital Projects	2,190,781	4,049,030	1,912,845	4,520,284	5,224,945	4,585,530	4,787,530	4,990,530	3,206,530	38,867,000
REVENUE SUMMARY										
Gaming Taxes-Davenport	233,692	200,000	113,106	200,000	200,000	200,000	225,000	225,000	225,000	-
Gaming Taxes-Bettendorf	363,148	375,000	172,641	375,000	375,000	375,000	400,000	400,000	400,000	-
Interest Income - Bonds	4,507	-	-	-	-	-	-	-	-	-
State Grants & Reimbursements	3,550	-	798	2,000	-	-	-	-	-	-
Contributions From Local Governments	25,000	7,500	12,500	12,500	-	-	-	-	-	-
Other	99	-	-	-	1,950	-	-	-	-	-
Miscellaneous (donations, refunds)	22,751	28,000	3,821	10,796	5,550	28,000	28,000	28,000	28,000	-
Transfers In										
From General Basic Fund - Cons	283,978	545,030	-	545,030	545,030	545,030	545,030	545,030	545,030	-
From General Basic Fund - Tax Levy	620,369	1,225,000	-	2,245,000	1,225,000	2,225,000	1,225,000	1,225,000	1,225,000	-
From Recorder's Record Mgt Fund	60,215	40,000	-	40,000	20,000	-	-	-	-	-
From Electronic Equipment Fund	835,000	850,000	-	850,000	850,000	850,000	610,000	610,000	610,000	-
From Vehicle Replacement Fund	-	-	-	-	-	-	-	-	-	-
Total Revenues	2,452,309	3,270,530	302,866	4,280,326	3,222,530	4,223,030	3,033,030	3,033,030	3,033,030	-
<i>CIP Fund revenues over (under) expend</i>	<i>500,105</i>	<i>(28,500)</i>	<i>(1,080,227)</i>	<i>454,602</i>	<i>(797,415)</i>	<i>552,500</i>	<i>(1,434,500)</i>	<i>(1,142,500)</i>	<i>246,500</i>	

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN
FY14 BUDGET

	FY12 ACTUAL	FY13 BUDGET	FY13 YTD	FY13 ESTIMATE	FY14 BUDGET	FY15 PLAN	FY16 PLAN	FY17 PLAN	FY18 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
CIP FUND BALANCE RECAP										
Beginning Fund Balance	2,074,023	173,156	2,574,128	2,574,128	3,028,730	2,231,315	2,783,815	1,349,315	206,815	
Increase (decrease)	500,105	(28,500)	(1,080,227)	454,602	(797,415)	552,500	(1,434,500)	(1,142,500)	246,500	-
Ending Net CIP Fund Balance	2,574,128	144,656	1,493,901	3,028,730	2,231,315	2,783,815	1,349,315	206,815	453,315	-
Vehicle Replacement Fund Balance	52,442	32,742	-	52,442	52,592	52,592	52,592	52,592	52,592	-
Electronic Equipment Fund Balance	263,191	21,453	-	503,191	264,991	24,991	24,991	24,991	24,991	-
Conservation CIP Fund Balance	664,093	376,419	-	671,093	678,093	678,093	678,093	678,093	678,093	-
Conservation Equipment Fund Balance	276,969	216,385	-	270,969	266,969	266,969	266,969	266,969	266,969	-
Ending Gross CIP Fund Balance	3,830,823	791,655	1,493,901	4,526,425	3,493,960	3,806,460	2,371,960	1,229,460	1,475,960	-

APPROPRIATION DETAIL INFORMATION

A. Bldg and Grounds

A.1 Courthouse

CH General Remodeling/Replacement	12,649	50,000	18,580	43,000	40,000	40,000	40,000	40,000	50,000	-
CH HVAC Recommissioning/Controls	-	-	-	-	-	-	80,000	80,000	-	-
CH Energy Projects	-	10,000	-	5,000	-	-	-	-	-	-
CH ADA Improvements	-	-	-	-	50,000	60,000	-	-	-	-
CH Roof	-	-	-	-	150,000	150,000	-	-	-	-
CH Computer Room Air Handler	-	-	-	-	-	80,000	-	-	-	-
CH Panic Alarm Replacement	5,114	25,000	-	25,000	-	-	-	-	-	-
CH CCTV Replacement	-	25,000	-	25,000	15,000	-	-	-	-	-
CH Main Elec Switch Repl't	-	-	-	36,000	-	-	-	-	-	-
CH Window Repl't	-	-	-	-	-	-	-	-	275,000	275,000
CH UV Filtration	-	15,000	-	15,000	-	-	-	-	-	-
TOTAL COURTHOUSE	17,763	125,000	18,580	149,000	255,000	330,000	120,000	120,000	325,000	275,000

A.2 Jail

JL Roof Replacement	33	200,000	259,008	259,008	-	-	-	-	-	-
JL Carpet	-	20,000	-	20,000	20,000	20,000	20,000	20,000	20,000	-
JL Energy Projects	100,194	35,000	-	-	-	-	-	-	-	-
JL NW AHU/ACCU Replacement	-	45,000	-	-	40,000	-	-	-	-	-
JL Security System Replacement	-	-	-	45,000	35,000	50,000	-	40,000	40,000	-
JL UV Filtration	-	-	-	-	-	40,000	-	-	-	-
JL General Remodeling/Replacement	29,976	35,000	14,550	35,000	40,000	40,000	40,000	50,000	50,000	-
TOTAL JAIL	130,203	335,000	273,558	359,008	135,000	150,000	60,000	110,000	110,000	-

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN
FY14 BUDGET

	FY12 ACTUAL	FY13 BUDGET	FY13 YTD	FY13 ESTIMATE	FY14 BUDGET	FY15 PLAN	FY16 PLAN	FY17 PLAN	FY18 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
A.3 Tremont Bldg				-						
TR ADA Improvements	-	-	-	-	-	-	-	-	-	100,000
TR General Remodeling/Replacement	21,717	5,000	14,193	24,000	10,000	15,000	15,000	15,000	15,000	-
TOTAL TREMONT BUILDING	21,717	5,000	14,193	24,000	10,000	15,000	15,000	15,000	15,000	100,000
A.4 Annex										
AN General Remodeling/Replacement	28,868	20,000	6,569	28,000	20,000	20,000	20,000	20,000	20,000	-
AN Roof Replacement	-	-	-	-	-	-	140,000	45,000	-	-
AN ADA Improvements	-	-	-	-	15,000	10,000	-	-	-	-
AN UV Filtration	-	-	-	-	-	-	-	-	-	-
AN Energy Project	-	5,000	-	-	-	-	-	-	-	-
AN Panic Alarm System Replacement	-	15,000	-	15,000	-	-	10,000	-	-	-
AN Rooftop HVAC Replacement	-	-	-	-	-	-	175,000	140,000	-	-
AN JDC Capital Improvements	-	-	-	-	-	-	-	-	-	-
AN HVAC Controls	-	-	-	-	-	-	25,000	-	-	-
AN Security Systems Replacement	-	-	-	-	20,000	20,000	60,000	-	-	150,000
TOTAL ANNEX	28,868	40,000	6,569	43,000	55,000	50,000	430,000	205,000	20,000	150,000
A.5 Admin Center										
AC Remodeling/Redecorating	25,469	55,000	7,914	35,000	35,000	40,000	40,000	40,000	40,000	-
AC Recorder Renovation	-	-	-	-	30,000	-	-	-	-	-
AC ADA Improvements	-	-	-	-	20,000	60,000	60,000	50,000	60,000	-
AC Chiller Sound Baffle	660	-	-	-	-	-	-	-	-	-
AC Signage - Interior	-	-	-	-	-	35,000	-	-	-	-
AC UV Filtration	-	15,000	-	15,000	-	-	-	-	-	-
AC Roof	-	-	-	-	-	-	-	-	250,000	-
AC Security	-	-	-	-	-	-	-	-	-	-
AC Energy Project	-	15,000	-	-	-	-	-	-	-	-
AC Panic Alarm System Replacement	-	25,000	-	25,000	-	-	-	-	-	-
AC Tuckpoint	-	-	-	-	-	-	-	-	-	120,000
AC HVAC Controls	-	-	-	-	50,000	35,000	-	-	-	100,000
AC Renovate Elev Cars	-	-	-	-	35,000	-	-	-	-	175,000
AC Carpet Replacement	-	-	-	-	-	-	75,000	75,000	75,000	-
AC Telecom HVAC	-	35,000	-	-	-	-	-	-	-	-
AC Exterior Lighting	-	40,000	-	-	-	70,000	-	-	-	-
TOTAL ADMINISTRATIVE CENTER	26,129	185,000	7,914	75,000	170,000	240,000	175,000	165,000	425,000	395,000

**SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN
FY14 BUDGET**

	FY12 ACTUAL	FY13 BUDGET	FY13 YTD	FY13 ESTIMATE	FY14 BUDGET	FY15 PLAN	FY16 PLAN	FY17 PLAN	FY18 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
A.6 Pine Knoll										
PK General Remodeling/Replacement	11,284	40,000	6,634	25,000	40,000	40,000	40,000	40,000	40,000	-
PK Roof	-	-	-	-	-	-	-	-	-	250,000
PK ADA Improvements	-	-	-	-	-	-	-	-	-	420,000
PK Renovate Nurses Stations	-	60,000	-	-	-	-	-	-	-	60,000
PK Driveway Reconstruction	-	-	-	-	-	-	-	-	-	100,000
PK Replace Generator	-	-	-	-	-	-	-	-	-	85,000
PK UV Filtration	-	3,500	-	-	-	-	-	-	-	-
PK Tuckpoint	-	-	-	-	-	-	-	-	-	125,000
PK Sprinkler Install	-	-	-	-	-	-	-	-	-	135,000
PK Parking Lot Overlay	-	-	-	-	-	-	-	-	-	125,000
PK Roof on Garage/Drainage	-	-	-	-	-	-	-	-	-	-
TOTAL PINE KNOLL	11,284	103,500	6,634	25,000	40,000	40,000	40,000	40,000	40,000	1,300,000
A.7 Horst Bldg										
HB General Remodeling/Replacement	-	2,500	-	2,500	5,000	5,000	-	-	-	-
TOTAL HORST BUILDING	-	2,500	-	2,500	5,000	5,000	-	-	-	-
A.8 Other Bldg/Grounds										
OB Miscellaneous Landscaping	-	10,000	-	10,000	10,000	10,000	10,000	10,000	10,000	-
OB Regulatory Compliance Cost	4,696	10,000	1,813	5,000	10,000	10,000	10,000	10,000	10,000	-
OB Parking Lot Repair/Maintenance	-	10,000	-	10,000	10,000	10,000	10,000	10,000	10,000	-
OB Property Acquisition	-	-	-	-	-	-	-	-	-	-
OB Master Plan Design	-	20,000	-	-	-	-	-	-	-	-
OB Space Study	-	-	-	58,000	-	-	-	-	-	-
OB Treasurer Move w/DOT	-	150,000	-	165,000	-	-	-	-	-	-
OB Records Management	-	-	-	-	-	-	-	-	-	-
OB Master Plan Design	49,161	-	-	-	-	-	-	-	-	-
OB Campus Signage Replacement	-	20,000	-	-	50,000	20,000	-	10,000	-	-
TOTAL OTHER B & G	53,857	220,000	1,813	248,000	80,000	50,000	30,000	40,000	30,000	-

**SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN
FY14 BUDGET**

	FY12 ACTUAL	FY13 BUDGET	FY13 YTD	FY13 ESTIMATE	FY14 BUDGET	FY15 PLAN	FY16 PLAN	FY17 PLAN	FY18 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
A.9 Welcome Center										
WC Welcome Center Gen Remod/Replac	4,601	4,000	-	-	-	-	-	-	-	-
WC Landscape Planting Replacement	-	-	-	-	-	-	-	-	-	-
WC Interactive Grant Match	-	-	-	-	-	-	-	-	-	-
WC High Efficiency Lighting	-	-	-	-	-	-	-	-	-	-
WC Building Renovation	-	-	-	-	-	-	-	-	-	-
TOTAL WELCOME CENTER	4,601	4,000	-	-	-	-	-	-	-	-
TOTAL BUILDING & GROUNDS	294,422	1,020,000	329,261	925,508	750,000	880,000	870,000	695,000	965,000	2,220,000
B. Space Utilization Master Plan										
Juvenile Court Services	30,066	-	-	-	-	-	-	-	-	-
Courtroom technology	46,062	-	-	-	-	-	-	-	-	-
Demo Scott St. / Build Storage	-	-	-	-	10,000	250,000	-	-	-	-
Courthouse PH 1	-	-	-	-	90,000	810,000	-	-	-	-
Courthouse PH 2	-	-	-	-	-	-	-	-	512,000	512,000
Courthouse PH 3	-	-	-	-	-	-	-	-	-	1,170,000
Courthouse PH 4	-	-	-	-	-	-	-	-	-	1,555,000
Sheriff Patrol Hdqtrs	-	-	-	-	100,000	-	2,000,000	2,000,000	-	-
Courthouse Long Range	-	-	-	-	-	-	-	-	-	32,000,000
TOTAL SPACE UTILIZATION MASTE	76,128	-	-	-	200,000	1,060,000	2,000,000	2,000,000	512,000	35,237,000
C. Technology & Equipment Acquisition										
EE Auditor Pollbooks	42,300	7,500	6,359	7,500	27,625	-	-	-	-	-
EE Auditor Election Equip	-	-	-	39,931	-	-	-	-	-	680,000
EE FSS-MFP Replacements	35,174	40,000	8,622	40,000	61,250	40,000	40,000	40,000	40,000	-
EE Treasurer-Tax System Upgrade	-	50,000	-	-	35,000	15,000	-	-	-	-
EE IT-Phone System Upgrades/Replacer	55,048	-	-	-	10,000	10,000	10,000	10,000	10,000	-
EE IT-Desktop Replacements	-	-	-	-	-	-	-	150,000	150,000	-
EE IT-PC's/Printers	33,852	60,000	29,086	60,000	50,000	60,000	60,000	60,000	60,000	-
EE IT-Wiring	-	-	-	-	-	-	-	-	-	-
EE IT-Laptops	-	100,000	-	100,000	-	-	-	-	-	100,000
EE IT-Windows Software	75,833	35,000	7,000	35,000	35,000	35,000	35,000	35,000	35,000	-
EE IT-Com Server	3,093	-	-	-	-	-	-	-	-	-
EE IT-Projection Unit	-	-	-	3,500	-	-	-	-	-	-
EE IT-Electronic Content Mgt.	-	-	-	-	-	200,000	200,000	-	-	-
EE IT-Remote Sites WANS	-	20,000	8,859	20,000	-	20,000	-	20,000	-	-
EE IT-Edge Devices	-	5,000	-	5,000	5,000	5,000	5,000	5,000	5,000	-
EE IT-Web Site Development	-	25,000	-	25,000	25,000	25,000	25,000	25,000	25,000	-
EE IT-Network Review Study	-	-	-	-	-	-	-	50,000	-	-
EE IT-Servers	-	-	-	-	60,000	-	-	-	-	-
EE IT-Storage	-	-	-	-	340,000	-	-	-	-	-
EE IT-Tape Backup Equipment	3,698	15,000	-	15,000	15,000	15,000	15,000	15,000	15,000	-
EE IT-Server Software Licenses	-	10,000	-	10,000	10,000	10,000	10,000	10,000	10,000	-
EE IT-Replace Monitors	10,502	15,000	-	10,000	10,000	10,000	10,000	10,000	10,000	-

**SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN
FY14 BUDGET**

	FY12 ACTUAL	FY13 BUDGET	FY13 YTD	FY13 ESTIMATE	FY14 BUDGET	FY15 PLAN	FY16 PLAN	FY17 PLAN	FY18 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
EE IT-Replace High speed Line Printer	17,188	-	-	-	-	-	-	-	-	-
EE IT-GIS Equipment	-	-	-	-	25,000	25,000	25,000	25,000	25,000	-
EE GIS (Aerial Photos)	-	-	-	-	90,000	-	-	-	-	150,000
EE IT-ERP	153,996	800,000	25,639	620,000	800,000	-	-	-	-	-
EE Rec-Mgt Fund Projects	60,215	40,000	21,600	40,000	13,040	-	-	-	-	-
EE FSS-Fleet Mgmt Software	-	-	-	15,000	-	-	-	-	-	-
EE-Disaster Mgmt	-	-	-	-	-	-	-	-	-	200,000
EE Sher-Light Bars & Arrow Sticks	13,236	10,000	-	10,000	10,000	10,000	10,000	10,000	10,000	-
EE Sher-Moving Radar Units	4,000	4,000	-	4,000	4,000	4,000	4,000	4,000	4,000	-
EE Sheriff-PDA for Jail	-	15,500	-	-	-	15,500	-	-	-	-
EE Sher-In Car Video Systems	10,000	10,000	9,886	10,000	10,000	10,000	10,000	10,000	10,000	-
EE-Sher-Jail Booking Camera	191	-	-	-	-	-	-	-	-	-
EE-Sher-Jail Equipment	-	-	-	-	26,000	-	-	-	-	-
EE- Sheriff-CH/Jail Metal Detect	-	-	-	-	-	34,000	-	34,000	-	-
EE Sher-Mobile Data Computers (MDC)	-	-	-	-	158,000	158,000	-	-	-	-
EE-Jail Radios	-	20,000	-	-	20,000	130,000	150,000	-	-	-
EE-Jail Software	-	-	-	-	100,000	-	-	-	-	-
EE-Jail Color Monitor Replacement	-	-	-	-	-	-	4,000	-	-	-
TOTAL TECHNOLOGY	518,326	1,282,000	117,051	1,069,931	1,939,915	831,500	613,000	513,000	409,000	1,130,000
D. Vehicles										
VE Sheriff Patrol Vehicles	122,555	165,000	157,314	160,000	165,000	170,000	170,000	175,000	175,000	-
VE Sheriff Jail Prisoner Transport Vehicle	-	25,000	20,905	20,905	26,000	-	50,000	-	-	-
VE Sheriff Investigation Vehicle	-	42,000	25,979	25,979	48,500	21,500	44,000	22,000	-	-
VE Fleet Study	15,228	-	9,395	-	-	-	-	-	-	-
VE Health Inspection Vehicles	56,340	22,500	16,647	16,647	46,000	-	48,000	50,000	78,000	-
VE Plan & Dev Code Enforcement Vehicle	-	-	-	-	-	-	-	-	-	-
VE FSS 1 Ton Plow Truck	37,906	-	-	-	-	35,000	-	-	-	-
VE FSS Motor Pool Vehicle	-	-	-	-	47,000	-	-	48,000	-	-
VE Risk Management Car	-	-	-	-	-	-	-	-	-	-
TOTAL VEHICLES	232,029	254,500	230,240	223,531	332,500	226,500	312,000	295,000	253,000	-

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN
FY14 BUDGET

	FY12 ACTUAL	FY13 BUDGET	FY13 YTD	FY13 ESTIMATE	FY14 BUDGET	FY15 PLAN	FY16 PLAN	FY17 PLAN	FY18 PLAN	UNPROG NEEDS
APPROPRIATION SUMMARY										
E. Other Projects										
OP SECC Equipment	324,243	-	309,845	560,000	-	-	-	-	-	-
OP County Campus Streetscape	-	-	-	-	-	-	-	-	-	100,000
OP John O'Donnell Renovation	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	-	-
OP Lone Star Sternwheeler Preservation	-	-	-	-	-	-	-	-	-	-
OP CASI Expansion/Renov Project	-	-	-	-	-	-	-	-	-	-
OP NW Dav Industrial Park Rail Spur	60,000	60,000	-	60,000	60,000	60,000	60,000	60,000	60,000	180,000
OP QC Interoperability Fiber Project	-	-	-	-	-	-	-	-	-	-
OP EMS System Study	-	-	-	-	75,000	-	-	-	-	-
OP Putnam Funding	-	-	-	-	30,000	-	-	-	-	-
OP Bike Trail/CAT Funding	47,486	70,000	29,864	30,000	20,000	50,000	50,000	50,000	50,000	-
Total Other Projects	506,729	205,000	339,709	725,000	260,000	135,000	135,000	135,000	110,000	280,000
Grand Total	1,627,634	2,761,500	1,016,261	2,943,970	3,482,415	3,133,000	3,930,000	3,638,000	2,249,000	38,867,000

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN
FY14 BUDGET

	FY12 ACTUAL	FY13 BUDGET	FY13 YTD	FY13 ESTIMATE	FY14 BUDGET	FY15 PLAN	FY16 PLAN	FY17 PLAN	FY18 PLAN	UNPROG NEEDS
F. Conservation Projects										
Scott County Park										
SCP-Whispering Pines Roof Repl't	-	-	-	-	37,530	-	-	-	-	-
SCP-Pool and Aquatic Ctr Renov	8,294	52,000	24,544	52,000	80,000	80,000	50,000	72,000	80,000	-
SCP-Indian Hills Shelter Repl't	-	75,000	-	75,000	-	-	-	-	-	-
SCP-Buffalo Bill Shelter Repl't	-	100,000	-	100,000	-	-	-	-	-	-
SCP-Pioneer Village Renov	29,563	32,000	6,740	32,000	40,000	27,000	-	-	-	-
SCP-Pioneer Village Residence	-	-	177,988	175,000	-	-	-	-	-	-
SCP-Cody Homestead Improv	3,517	28,530	-	28,530	45,000	-	-	-	-	-
SCP-Sac Fox Rest Room & Well	57,362	-	3,747	3,747	-	-	-	-	-	-
SCP-Pine Grove Campgrd	-	-	-	-	-	60,000	-	-	-	-
SCP-Maintenance Area Bldg's	-	-	4,040	30,000	-	40,000	-	-	-	-
SCP-Old Nature Center	-	-	-	-	-	-	40,000	-	-	-
SCP - ADA Assessments	-	-	26,912	30,000	-	-	-	-	-	-
SCP-Playground	-	-	65,022	68,854	-	-	-	-	70,000	-
Scott County Park Sub-total	98,736	287,530	308,993	595,131	202,530	207,000	90,000	72,000	150,000	-
Westlake Park										
WLP-Park Road Repair	-	50,000	2,180	50,000	50,000	50,000	50,000	-	-	-
WLP-Wastewater Tx Upgrades	7,300	100,000	-	100,000	60,000	-	-	-	-	-
WLP-Summit Campground Elec	-	-	-	-	85,000	-	-	-	-	-
WLP-Playgrounds	36,111	-	-	-	-	-	-	35,530	70,000	-
WLP-Lake Restoration	-	-	-	-	-	100,000	120,000	120,000	120,000	-
WLP-Maintenance Area Bldg's	-	-	-	-	-	40,000	-	-	-	-
WLP-Arrowhead Rest Room	-	-	-	-	-	-	97,000	-	-	-
WLP-Cabins	-	-	-	-	-	-	-	120,000	-	-
Westlake Park Sub-total	43,411	150,000	2,180	150,000	195,000	190,000	267,000	275,530	190,000	-
Wapsi Center										
Wapsi Center Cabin	-	-	-	-	60,000	-	-	-	67,530	-
Wapsi Renovations	6,695	-	13,159	3,025	-	-	-	-	-	-
Wapsi Aquatic Facility & Pond Ren.	167,886	-	-	13,255	-	-	-	-	-	-
Wapsi 3 Season Shelter	-	-	-	-	-	60,000	-	-	-	-
Wapsi Office Replacement	-	-	-	-	-	-	100,000	-	-	-
Wapsi Road Sealcoat	-	-	-	-	-	-	-	60,000	-	-
Wapsi Center Sub-total	174,581	-	13,159	16,280	60,000	60,000	100,000	60,000	67,530	-
Buffalo Shores										
	-	-	-	-	-	-	-	-	-	-
Buffalo Shores Sub-total	-	-	-	-	-	-	-	-	-	-
Other Locations										
ADA Improv - all parks	-	-	-	-	30,000	30,000	30,000	30,000	30,000	-

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN
FY14 BUDGET

	FY12 ACTUAL	FY13 BUDGET	FY13 YTD	FY13 ESTIMATE	FY14 BUDGET	FY15 PLAN	FY16 PLAN	FY17 PLAN	FY18 PLAN	UNPROG NEEDS
Mid-American Shade Tree Program	7,842	-	-	7,843	-	-	-	-	-	-
Composting Restrooms	-	-	12,500	12,500	-	-	-	-	-	-
Transfer to contingency	-	100,000	-	100,000	50,000	50,530	50,530	100,000	100,000	-
Undesignated Projects	-	-	-	-	-	-	-	-	-	-
Other Locations Sub-total	<u>7,842</u>	<u>100,000</u>	<u>12,500</u>	<u>120,343</u>	<u>80,000</u>	<u>80,530</u>	<u>80,530</u>	<u>130,000</u>	<u>130,000</u>	<u>-</u>
F. Conservation Projects Total	<u>324,570</u>	<u>537,530</u>	<u>336,832</u>	<u>881,754</u>	<u>537,530</u>	<u>537,530</u>	<u>537,530</u>	<u>537,530</u>	<u>537,530</u>	<u>-</u>

SCOTT COUNTY
FIVE YEAR CAPITAL PROJECT PLAN
FY14 BUDGET

Project #	Description	FY12 ACTUAL	FY13 BUDGET	FY13 YTD	FY13 ESTIMATE	FY14 BUDGET	FY15 PLAN	FY16 PLAN	FY17 PLAN	FY18 PLAN	UNPROG NEEDS
G. Secondary Roads Projects											
L-112	Pipe Culverts	84,974	-	-	-	-	-	-	-	-	-
	Asphalt Concrete	141,945	-	-	-	-	-	-	-	-	-
	Erosion Control	11,658	-	-	-	-	-	-	-	-	-
L-513	Winfield Bridge	-	25,000	-	25,000	-	-	-	-	-	-
L-613	Allens Grove Bridge	-	25,000	-	25,000	-	-	-	-	-	-
L-113	Pipe Culverts - Various	-	80,000	-	80,000	-	-	-	-	-	-
I-313	70th Avenue	-	30,000	-	30,000	-	-	-	-	-	-
L-713	Pipe Culverts - Wisconsin	-	60,000	64,861	60,000	-	-	-	-	-	-
L-213	Y-68 Shoulders	-	260,000	150,981	160,650	-	-	-	-	-	-
L-311	150th Avenue	-	270,000	313,910	313,910	-	-	-	-	-	-
L-310	BROS Bridge Repl't (reim 80%)	-	-	-	-	350,000	-	-	-	-	-
L-114	Various Pipe Culverts	-	-	-	-	80,000	-	-	-	-	-
L-314	Extension RBC Culvert - Utica Rdg	-	-	-	-	100,000	-	-	-	-	-
L-412	Asphalt - 275th St (Macadam)	-	-	-	-	650,000	-	-	-	-	-
L-214	Resurf Buttermilk - Joint Proj	-	-	-	-	25,000	-	-	-	-	-
L-615	HMA Paving	-	-	-	-	-	270,000	-	-	-	-
L-215	Bridge Replacement	-	-	-	-	-	80,000	-	-	-	-
L-414	BROS Bridge Repl't (reim 80%)	-	-	-	-	-	350,000	-	-	-	-
L-115	Various Pipe Culverts	-	-	-	-	-	80,000	-	-	-	-
L-315	HMA Paving (Tentative)	-	-	-	-	-	135,000	-	-	-	-
L-413	HMA Paving	-	-	-	-	-	-	120,000	-	-	-
L-811	RCB Culvert	-	-	-	-	-	-	120,000	-	-	-
L-116	Various Pipe Culverts	-	-	-	-	-	-	80,000	-	-	-
L-309	HMA Paving	-	-	-	-	-	-	-	250,000	-	-
L-217	Bridge Replacement	-	-	-	-	-	-	-	85,000	-	-
L-315	BROS Bridge Repl't (reim 80%)	-	-	-	-	-	-	-	400,000	-	-
L-117	Various Pipe Culverts	-	-	-	-	-	-	-	80,000	-	-
L-218	Miscellaneous	-	-	-	-	-	-	-	-	250,000	-
L-118	Various Pipe Culverts	-	-	-	-	-	-	-	-	85,000	-
L-318	Bridge Replacement	-	-	-	-	-	-	-	-	85,000	-
G. Secondary Roads Total		238,577	750,000	529,752	694,560	1,205,000	915,000	320,000	815,000	420,000	-

NONMAJOR GOVERNMENTAL FUNDS

SUMMARY FUND STATEMENT

NONMAJOR GOVERNMENTAL FUNDS

<u>Fund</u>	<u>Estimated Balance 07/01/13</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Estimated Balance 06/30/14</u>
NONMAJOR GOVERNMENTAL FUNDS:				
Rural Services Fund	\$ 158,901	\$ 2,775,277	\$ 2,778,307	\$ 155,871
Secondary Roads Fund	1,401,031	6,572,672	7,338,500	635,203
Recorder's Record Management Fund	<u>42,740</u>	<u>34,369</u>	<u>20,000</u>	<u>57,109</u>
Total Other Funds*	<u>\$ 1,602,672</u>	<u>\$ 9,382,318</u>	<u>\$ 10,136,807</u>	<u>\$ 848,183</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
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
2011-12	829,648,585	2,536,743	3.13766
2012-13	877,086,710	2,686,071	3.13766
2013-14	908,864,982	2,704,207	3.04487

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
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	2.34506	525,910	0.67448
2011-12	2,061,118	2.48709	539,149	0.65057
2012-13	2,139,440	2.51192	532,955	0.62274
2013-14	2,226,719	2.44036	551,588	0.60451

* 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>2011-12</u>	<u>Budget</u> <u>2012-13</u>	<u>Revised</u> <u>Estimate</u> <u>2012-13</u>	<u>Budget</u> <u>2013-14</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Taxes Levied on Property	\$ 2,539,232	\$ 2,686,071	\$ 2,686,071	\$ 2,704,207	0.7%
Less: Uncollected Delinq Taxes-Levy Yr	4,494	1,456	1,456	4,494	208.7%
Less: Credits To Taxpayers	<u>72,654</u>	<u>74,727</u>	<u>74,727</u>	<u>72,655</u>	-2.8%
Net Current Property Taxes	2,462,084	2,609,888	2,609,888	2,627,058	0.7%
Delinquent Property Tax Revenue	4,494	1,456	1,456	4,494	208.7%
Other County Taxes	72,445	72,580	72,580	69,415	-4.4%
Intergovernmental	<u>74,310</u>	<u>76,377</u>	<u>76,377</u>	<u>74,310</u>	-2.7%
Subtotal Revenues	2,613,333	2,760,301	2,760,301	2,775,277	0.5%
Other Financing Sources:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenues & Other Sources	2,613,333	2,760,301	2,760,301	2,775,277	0.5%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
County Environment & Education	<u>539,149</u>	<u>532,955</u>	<u>532,955</u>	<u>551,588</u>	3.5%
Subtotal Expenditures	539,149	532,955	532,955	551,588	3.5%
Other Financing Uses:					
Operating Transfers Out	<u>2,061,118</u>	<u>2,139,440</u>	<u>2,139,440</u>	<u>2,226,719</u>	4.1%
Total Expenditures & Other Uses	2,600,267	2,672,395	2,672,395	2,778,307	4.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>13,066</u>	<u>87,906</u>	<u>87,906</u>	<u>(3,030)</u>	-103.4%
Beginning Fund Balance - July 1,	<u>\$ 57,929</u>	<u>\$ 62,997</u>	<u>\$ 70,995</u>	<u>\$ 158,901</u>	152.2%
Ending Fund Balance - June 30,	<u><u>\$ 70,995</u></u>	<u><u>\$ 150,903</u></u>	<u><u>\$ 158,901</u></u>	<u><u>\$ 155,871</u></u>	3.3%

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).

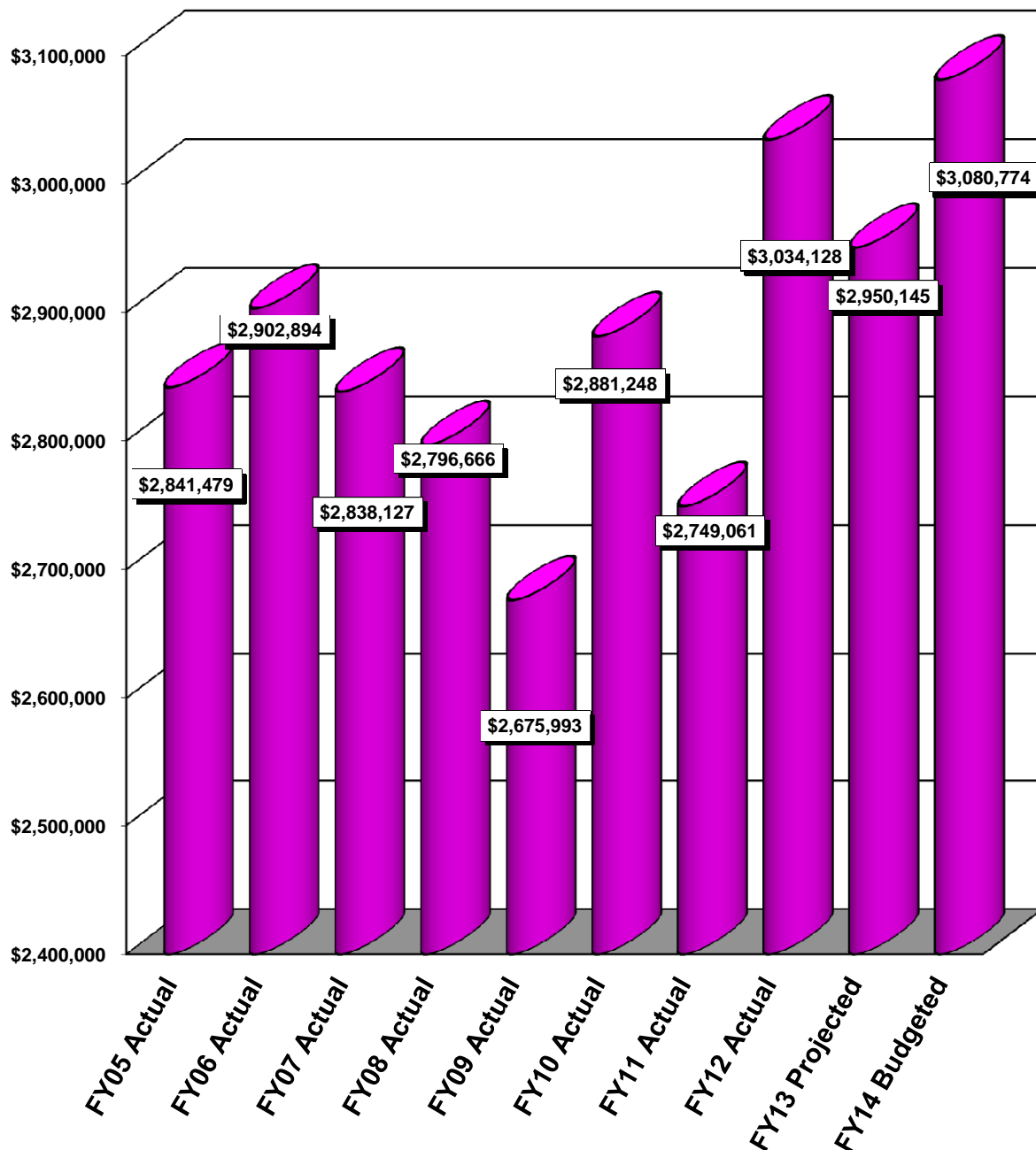
Previously, every four years the allocation formula changed based on a needs assessment performed by the State. While previous needs assessment reports have lowered the County allocated amount in the past, the most current study resulted in a major increase to Scott County. FY04 increased substantially 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 FY 09 and FY 11 as the economy improved, however we expect a slight increase in FY 14. The following information provides a ten year history of State Road Use Tax revenues:

Fiscal Year	Road Use Tax Revenues
2004-05	2,841,479
2005-06	2,902,894
2006-07	2,838,127
2007-08	2,796,666
2008-09	2,675,993
2009-10	2,881,248
2010-11	2,749,061
2011-12	3,034,128
2012-13 Projected	2,950,145
2013-14 Budgeted	3,080,774

Finally for fiscal year 2014 the urban levy rate used to compute the transfer amount from the General Basic Fund is \$0.0987 or 58% of the maximum \$.16875 levy rate. The rural levy rate is used to compute the transfer amount from the Rural Basic Fund is \$2.4500 or 82% 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 FY05 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 and FY 11, however we project a slight increase through FY14.

SECONDARY ROADS FUND

FUND STATEMENT

	<u>Actual</u> <u>2011-12</u>	<u>Budget</u> <u>2012-13</u>	<u>Revised</u> <u>Estimate</u> <u>2012-13</u>	<u>Budget</u> <u>2013-14</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Intergovernmental	\$ 3,249,180	\$ 3,097,879	\$ 3,102,630	\$ 3,448,953	11.3%
Licenses & Permits	12,155	10,000	10,000	10,000	0.0%
Charges For Services	6,745	4,000	4,000	4,000	0.0%
Miscellaneous	32,932	9,000	9,000	9,000	0.0%
Subtotal Revenues	3,301,012	3,120,879	3,125,630	3,471,953	11.2%
Other Financing Sources:					
Operating Transfers In	2,743,000	2,865,234	2,875,234	2,971,719	3.7%
Proceeds of Fixed Assets Sales	260,000	175,000	15,000	129,000	-26.3%
Total Revenues & Other Sources	6,304,012	6,161,113	6,015,864	6,572,672	6.7%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Roads & Transportation					
Administration	\$ 181,230	\$ 203,000	\$ 190,000	\$ 198,000	-2.5%
Engineering	403,222	451,000	428,500	433,500	-3.9%
Bridges & Culverts	182,418	220,000	220,000	240,000	9.1%
Roads	1,688,211	1,946,000	1,965,000	2,250,000	15.6%
Snow & Ice Control	214,819	453,000	453,000	453,000	0.0%
Traffic Controls	185,908	199,000	222,000	227,000	14.1%
Road Clearing	233,854	175,000	180,000	180,000	2.9%
New Equipment	805,507	750,000	647,051	693,000	-7.6%
Equipment Operation	1,110,960	1,141,500	1,206,500	1,206,500	5.7%
Tools, Materials, Supplies	29,893	66,500	72,500	77,500	16.5%
Real Estate & Buildings	75,146	175,000	175,000	175,000	0.0%
Capital Projects	238,577	690,000	694,560	1,205,000	74.6%
Subtotal Expenditures	5,349,745	6,470,000	6,454,111	7,338,500	13.4%
Other Financing Uses:	-	-	-	-	N/A
Total Expenditures & Other Uses	5,349,745	6,470,000	6,454,111	7,338,500	13.4%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	954,267	(308,887)	(438,247)	(765,828)	147.9%
Beginning Fund Balance - July 1,	<u>\$ 885,011</u>	<u>\$ 1,088,471</u>	<u>\$ 1,839,278</u>	<u>\$ 1,401,031</u>	28.7%
Ending Fund Balance - June 30,	<u>\$ 1,839,278</u>	<u>\$ 779,584</u>	<u>\$ 1,401,031</u>	<u>\$ 635,203</u>	-18.5%

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 \$34,000 each year.

RECORDER'S RECORD MANAGEMENT FUND

FUND STATEMENT

	<u>Actual</u> <u>2011-12</u>	<u>Budget</u> <u>2012-13</u>	<u>Revised</u> <u>Estimate</u> <u>2012-13</u>	<u>Budget</u> <u>2013-14</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Charges For Services	\$ 35,624	\$ 34,000	\$ 34,000	\$ 34,000	0.0%
Use of Money & Property	<u>322</u>	<u>-</u>	<u>322</u>	<u>369</u>	N/A
Subtotal Revenues	35,946	34,000	34,322	34,369	1.1%
Other Financing Sources:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenues & Other Sources	35,946	34,000	34,322	34,369	1.1%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
Other Financing Uses:					
Operating Transfers Out	\$ 60,215	\$ 40,000	\$ 40,000	\$ 20,000	-50.0%
Total Expenditures & Other Uses	60,215	40,000	40,000	20,000	-50.0%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	<u>(24,269)</u>	<u>(6,000)</u>	<u>(5,678)</u>	<u>14,369</u>	-339.5%
Beginning Fund Balance - July 1,	<u>\$ 72,687</u>	<u>\$ 66,688</u>	<u>\$ 48,418</u>	<u>\$ 42,740</u>	-35.9%
Ending Fund Balance - June 30,	<u>\$ 48,418</u>	<u>\$ 60,688</u>	<u>\$ 42,740</u>	<u>\$ 57,109</u>	-5.9%

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 County paid the lease in its entirety at the conclusion of FY 12.

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

At the conclusion of the lease commitment, the County forgave the interfund advance and interfund loan interest balance between the General Fund and the Golf Course Enterprise Fund. The transfer between the General Fund and the Golf Fund is a non-program budgetary expenditure within the General Fund and is a transfer of equity on the GAAP basis.

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

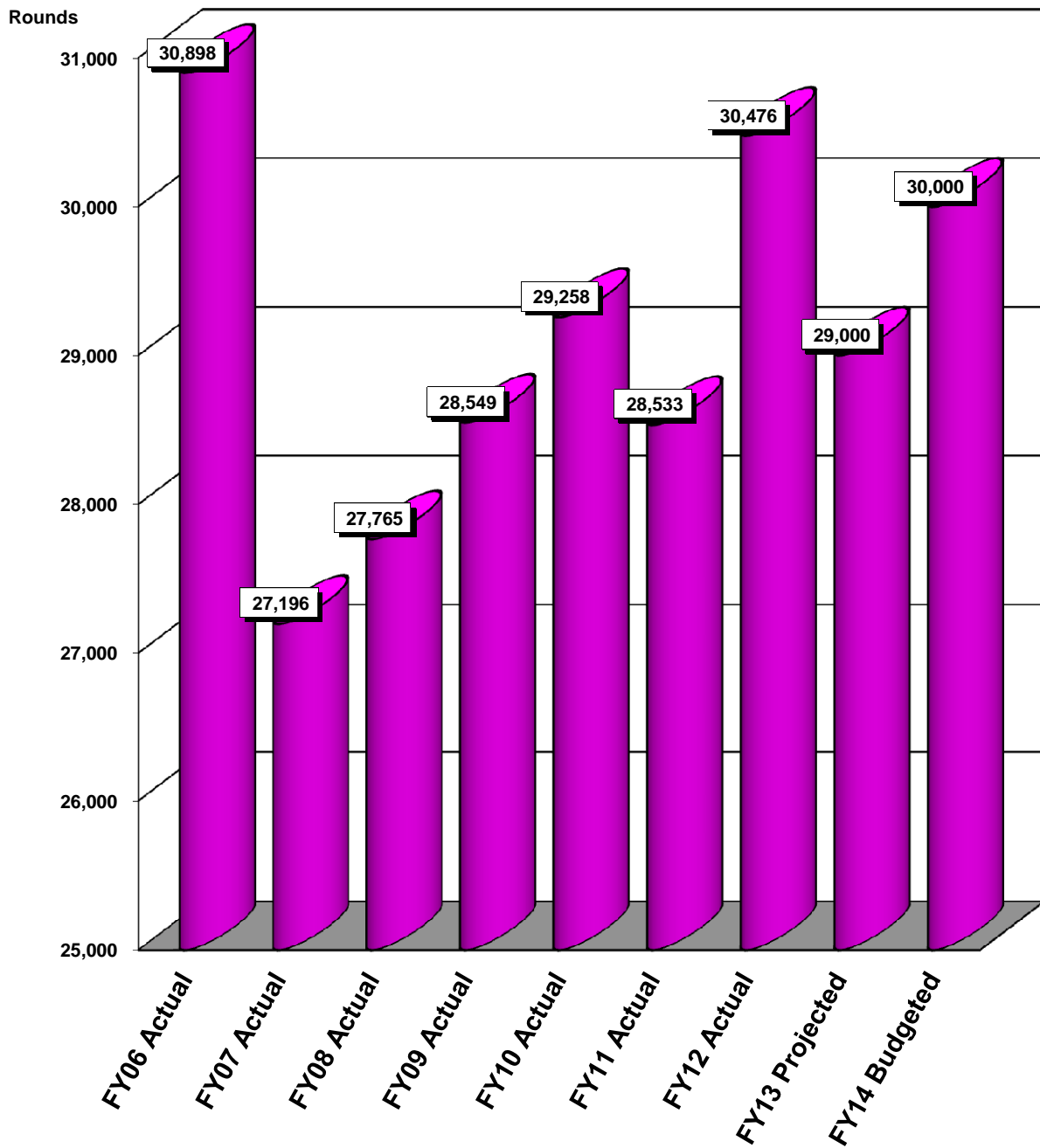
GOLF COURSE ENTERPRISE FUND

FUND STATEMENT

	<u>Actual</u> <u>2011-2012</u>	<u>Budget</u> <u>2012-2013</u>	<u>Revised</u> <u>Estimate</u> <u>2012-13</u>	<u>Budget</u> <u>2013-14</u>	<u>%</u> <u>Change</u> <u>From</u> <u>Prior</u> <u>Budget</u>
REVENUES & OTHER FINANCING SOURCES					
Charges For Services	\$ 1,080,517	\$ 1,096,623	\$ 1,095,633	\$ 1,105,100	0.8%
Use of Money & Property	-	-	-	-	N/A
Miscellaneous	491	1,000	1,000	700	-30.0%
Subtotal Revenues	1,081,008	1,097,623	1,096,633	1,105,800	0.7%
Other Financing Sources:					
Transfer - General Fund	212,891	-	4,535,447	-	
Total Revenues & Other Sources	1,293,899	1,097,623	5,632,080	1,105,800	0.7%
EXPENDITURES & OTHER FINANCING USES					
Operating:					
County Environment & Education	\$ 1,247,065	\$ 1,094,193	\$ 1,041,275	\$ 1,093,089	-0.1%
Subtotal Expenditures	1,247,065	1,094,193	1,041,275	1,093,089	-0.1%
Other Financing Uses:	-	-	-	-	
Total Expenditures & Other Uses	1,247,065	1,094,193	1,041,275	1,093,089	-0.1%
Excess Of Revenues & Other Sources over(under) Expenditures & Other Uses	46,834	3,430	4,590,805	12,711	270.6%
Beginning Fund Equity - July 1,	<u>\$ (2,268,101)</u>	<u>\$ (2,022,749)</u>	<u>\$ (2,221,267)</u>	<u>\$ 2,369,538</u>	-217.1%
Ending Fund Equity - June 30,	<u>\$ (2,221,267)</u>	<u>\$ (2,019,319)</u>	<u>\$ 2,369,538</u>	<u>\$ 2,382,249</u>	-218.0%

GLYNNS CREEK GOLF COURSE ROUNDS

TEN YEAR COMPARISON



This graph shows that golf rounds have struggled since FY06. Golf rounds nationwide and in the Midwest decreased dramatically following the September 11, 2001 terrorist attack as families re-evaluated their leisure time activities and priorities. Rounds are projected to see an upward trend in FY12 and are certainly weather dependent. The FY 13 budgeted projection is based upon conservative estimates of consistent usage.

DEPARTMENTAL/AGENCY DETAIL

Administration

Dee F. Bruemmer, County Administrator



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

ACTIVITY/SERVICE:	Policy and Facilitation	DEPT/PROG:	11A		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$ 150,000
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of meetings with Board Members		102	120	100	100
Number of agenda items		367	379	380	380
Number of agenda items postponed		0	2	2	2
Number of agenda items placed on agenda after distribution		Unknown	1.60%	5%	5%

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Prepare reports, studies, legislative actions for Board consideration in a prompt, efficient manner.	Percentage number of agenda items placed on the agenda 5 days in advance of the meeting.	Unknown	98.40%	95%	95%
Board members are informed and prepared to take action on all items on the agenda.	Percentage number of agenda items that are postponed.	0%	0.50%	5%	5%

ACTIVITY/SERVICE:	Financial Management	DEPT/PROG:	11A	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET: \$ 140,000
OUTPUTS	2010-11	2011-12	2012-13	2013-14
	ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of Grants Managed	75	71	70	71
Number of Budget Amendments	2	2	2	2

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Maintain minimum fund balance requirements for the County's general fund - according to the Financial Management Policy	Maintain a 15% general fund balance	18.6%	19%	18%	18%
Ensure that all state service areas stay at or under budget for a fiscal year	Each state service area to be 100% expended or below	100%	100%	100%	100%
Quality, on-time monthly and quarterly reporting to the Board of Supervisors	100% of the monthly and quarterly reports need to be prepared and presented to the Board on time	100%	0%	100%	100%
Ensure that all Federal Grants receive a perfect score with no audit findings for County's annual Single Audit	Zero audit findings for federal grants related to the Single Audit	0	0	0	0

ACTIVITY/SERVICE:	Legislative Coordinator	DEPT/PROG:	11A	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		
BOARD GOAL:	Improve Communication	FUND:	01 General	BUDGET: \$ 50,000
OUTPUTS	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of committee of the whole meetings	49	53	45	45
Number of meetings posted to web 5 days in advance	Unknown	99%	100%	100%
Percent of Board Mtg handouts posted to web within 24 hours	Unknown	100%	100%	100%

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Agenda materials are available to the public.	Agenda posted to the website 5 days in advance of the meeting.	Unknown	99%	100%	100%
Handouts are available to the public timely.	Handouts are posted to the website within 24 hours after the meeting.	Unknown	100%	100%	100%

ACTIVITY/SERVICE:	Strategic Plan	DEPT/PROG:	11A		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Improve Communication	FUND:	01 General	BUDGET:	\$ 29,500
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Attendance of Department Heads at Monthly Dept Hd Mtg		80%	88%	90%	80%
Number of Board goals		34	34	17	17
Number of Board goals on-schedule		11	9	17	17
Number of Board goals completed on-schedule		17	20	17	17

PROGRAM DESCRIPTION:

Facilitate through collaboration the achievement of the Board of Supervisors goals and report the outcomes bi-monthly. Supervise appointed Department Heads.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Board goals are on-schedule and reported bi-monthly	Percentage of Board goals on-schedule	33%	64%	9/14 - 64%	80%
Board goals are completed on-schedule	Percentage of Board goals completed on-schedule	50%	59%	20/34 - 59%	80%

ACTIVITY/SERVICE:	Intergovernmental Relations	DEPT/PROG:	11A		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Improve Communication	FUND:	01 General	BUDGET:	\$ 150,000
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Attendance of Co Administrator at State meetings		N/A	54	20	20
Attendance of Co Administrator at QC First/Chamber meetings		12	20	15	15
Attendance of Co Administrator at Monthly Mgrs/Admin/Mayor		20	19	15	15
Attendance of Co Administrator at other meetings		N/A	187	175	175

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Strengthening intergovernmental relations on state level.	Percent attendance at meetings.	N/A	100%	90%	100%
Strengthening intergovernmental relations with Chamber and QC First.	Percent attendance at meetings.	100%	100%	100%	100%
Strengthening intergovernmental relations at local level.	Percent attendance at monthly mgrs/admin/mayor meetings.	N/A	100%	75%	100%
Strengthening intergovernmental relations at local level.	Number of meetings with other units of governments, business, chamber, and not for profits.	N/A	187	175	175

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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	1.00	1.00
366-A Budget Coordinator		-	-	-	-	-
298-A Administrative Assistant		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		3.50	3.50	3.50	3.50	3.50
APPROPRIATION SUMMARY:						
Personal Services		\$468,820	\$499,483	\$499,483	\$507,400	\$507,400
Expenses		7,343	10,500	10,500	10,500	10,500
Supplies		783	1,800	1,800	1,600	1,600
TOTAL APPROPRIATIONS		\$476,946	\$511,783	\$511,783	\$519,500	\$519,500
ANALYSIS						
FY14 non-salary costs for this program are recommended to remain unchanged from FY13. There are no personnel, vehicle or capital requests.						

Attorney's Office

Mike Walton, County Attorney



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

ACTIVITY/SERVICE:	Criminal Prosecution	DEPARTMENT:	Attorney		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	All Residents		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$1,118,255
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
New Indictable Misdemeanor Cases			3216	4000	3200
New Felony Cases			1040	1100	1000
New Non-Indictable Cases			1756	2200	1700
Conducting Law Enforcement Training (hrs)			46.5	50	40

PROGRAM DESCRIPTION:

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Attorney's Office will represent the State in all criminal proceedings.	98% of all criminal cases will be prosecuted by the SCAO.		98%	98%	98%
Attorney's Office will have qualified, well-trained attorneys to represent County.	100% of Attorneys will receive a minimum of 15 hrs of CLE (continuing education) annually.		100%	100%	100%
Attorney's Office will diligently work toward achieving justice in all criminal cases.	Justice is accomplished in 100% of criminal cases.		100%	100%	100%

ACTIVITY/SERVICE:	Juvenile	DEPARTMENT:	Attorney		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	All Residents		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$880,275
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
New Juvenile Cases - Delinquencies, CINA, Terms, Rejected			748	500	700
Uncontested Juvenile Hearings			1315	1700	1300
Evidentiary Juvenile Hearings			343	300	300

PROGRAM DESCRIPTION:

The Juvenile Division of the County Attorney's Office represents the State in all Juvenile Court proceedings, works with police departments and Juvenile Court Services in resolving juvenile delinquency cases, and works with the Department of Human Services and other agencies in Children in Need of Assistance actions.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Attorney's Office represents the State in juvenile delinquency proceedings.	98% of all juvenile delinquency cases will be prosecuted by the SCAO.		98%	98%	98%
Attorney's Office represents the Department of Human Services in CINA cases.	98% of all juvenile CINA cases will be pursued by the SCAO.		98%	98%	98%

ACTIVITY/SERVICE:	Civil / Mental Health	DEPARTMENT:	Attorney		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	All Residents		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$324,209
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Non Litigation Services Intake			364	400	360
Litigation Services Intake			319	200	300
Non Litigation Services Cases Closed			363	400	360
Litigation Services Cases Closed			349	200	300
# of Mental Health Hearings			276	225	250

PROGRAM DESCRIPTION:

Provide legal advice and representation to Scott County Board of Supervisors, elected officials, departments, agencies, school and township officers. Represent the State in Mental Health Commitments.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Attorney's Office will provide representation and service as required.	Attorney's Office will defend 90% of County cases in-house. (rather than contracting other attorneys)		90%	90%	90%
Attorney's Office will provide representation at Mental Health Commitment Hearings.	100% representation		100%	100%	100%
Attorney's Office will have qualified, well-trained attorneys to represent County.	100% of Attorneys will receive a minimum of 15 hrs of CLE (continuing education) annually.		n/a	100%	100%

ACTIVITY/SERVICE:	Driver License / Fine Collection	DEPARTMENT:	Attorney		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:	All Residents		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$189,245
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of clients in database			1241	1200	1200
# of driver license defaulted			73	40	50
\$ amount collected for county			221,111.00	75,000	200,000.00
\$ amount collected for state			345,732.00	112,500	300,000.00
\$ amount collected for DOT			13,142	15,000	12,000.00

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Attorney's Office will work to assist Scott County residents in obtaining driver licenses after suspension.	Attorney's Office will assist applicants with suspensions 100% of the time.		100%	100%	100%
Attorney's Office will work to assist Scott County residents in paying delinquent fines.	Attorney's Office will grow the program by 1% quarterly.		1%	1%	1%

ACTIVITY/SERVICE:	Victim/Witness Support Service	DEPARTMENT:	Attorney		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	All Residents		
BOARD GOAL:	Improve Communication	FUND:	01 General	BUDGET:	\$52,008
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# victim packets sent			2119	1900	2000
# victim packets returned			676	600	600

PROGRAM DESCRIPTION:

The Victim/Witness Program of Scott County provides services to victims of crime and focuses attention on the rights of crime victims. The Victim/Witness Coordinator notifies victims of all proceedings, and provides service referrals and information to victims and witnesses.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Attorney's Office will actively communicate with crime victims.	100% of registered crime victims will be sent victim registration information.		100%	100%	100%

ACTIVITY/SERVICE:	Advisory Services	DEPARTMENT:	Attorney		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:	All Residents		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$154,256
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of walk-in complaints received			197	225	200

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Attorney's Office will respond to citizen's requests for information during complaint desk hours.	100% of requests will be addressed.		100%	100%	100%
Attorney's Office will assist law enforcement officers in answering legal questions.	An attorney is on call 24/7, 365 days a year.		100%	100%	100%

ACTIVITY/SERVICE:	Case Expedition	DEPARTMENT:	Attorney		
BUSINESS TYPE:	Service Enhancement	RESIDENTS SERVED:	All Residents		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$52,008
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of entries into jail			7573	7500	7500

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
The Case Expeditor will review the cases of all inmates in the Scott County Jail to reduce the number of days spent in the jail before movement.	100% of inmate cases are reviewed.		100%	100%	100%

ACTIVITY/SERVICE:	Check Offender Program	DEPARTMENT:	Attorney		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:	All Residents		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$56,855
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of warrants issued			207	600	200
# of defendants taking class			72	100	75

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Attorney's Office will assist merchants in recovering restitution without the need for prosecution.	County Attorney's Office will attempt to recover restitution 100% of the bad check cases.		100%	100%	100%

ACTIVITY/SERVICE:	Grants	DEPARTMENT:	Attorney		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	All Residents		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$15,657
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of new investigations initiated			180	180	180
# of State/Federal judicial search warrants served			94	100	100
# of defendants arrested for State/Federal prosecution			175	175	175
# of community training			29	30	30

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Attorney's Office will manage QCMEG federal and state grants in a timely fashion.	Fiscal Officer will submit quarterly and annual reports for JAG and/or ODCP awards to maintain grant.		100%	100%	100%
Attorney's Office will manage QCMEG federal and state grants to assist in drug trafficking.	90% of new investigations will result in defendant being arrested for State or Federal prosecution.		90%	90%	90%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		0.50	0.50	0.50	0.50	0.50
252-A Executive Secretary		-	-	-	-	-
151-C Clerk II		-	-	-	-	-
141-C Clerk II		-	-	-	-	-
TOTAL POSITIONS		2.40	2.40	2.40	2.40	2.40
APPROPRIATION SUMMARY:						
Personal Services		\$279,122	\$296,091	\$296,091	\$303,632	\$303,632
Expenses		6,243	8,000	8,000	7,500	7,500
Supplies		1,608	2,000	2,000	2,000	2,000
TOTAL APPROPRIATIONS		\$286,973	\$306,091	\$306,091	\$313,132	\$313,132
ANALYSIS						
FY14 non-salary costs for this program are recommended to remain unchanged from current budgeted levels.						
There are no revenues credited to this program.						
There are no budget issues for FY14 budget.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Criminal Prosecution (12B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
X County Attorney		0.30	0.30	0.30	0.30	0.30
Y First Assistant Attorney		0.60	0.60	0.60	0.60	0.60
611-A Attorney II		2.00	2.00	2.00	2.00	3.00
464-A Attorney I		10.00	10.00	10.00	10.00	9.00
323-A Case Expeditor		1.00	1.00	1.00	1.00	1.00
316-A Paralegal-Audio/Visual Production Specialist		1.00	1.00	1.00	1.00	1.00
282-A Paralegal		1.00	1.00	1.00	1.00	1.00
282-A Executive Secretary/Paralegal		0.25	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	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		1.00	1.00	1.00	1.00	1.00
151-C Clerk II-Receptionist		1.00	1.00	1.00	1.00	1.00
Z Summer Law Clerk		0.57	0.57	0.57	0.38	0.38
TOTAL POSITIONS		25.72	25.72	25.72	25.53	25.53
REVENUE SUMMARY:						
Intergovernmental		\$0	\$1,600	\$1,600	\$1,600	\$1,600
Fines & Forfeitures		266,836	145,000	225,000	225,000	225,000
Miscellaneous		300	-	-	-	-
TOTAL REVENUES		\$267,136	\$146,600	\$226,600	\$226,600	\$226,600
APPROPRIATION SUMMARY:						
Personal Services		\$1,971,370	\$2,125,913	\$2,125,913	\$2,151,526	\$2,151,526
Equipment		-	450	450	450	450
Expenses		94,163	82,750	97,750	99,300	99,300
Supplies		33,698	37,000	37,000	36,000	36,000
TOTAL APPROPRIATIONS		\$2,099,231	\$2,246,113	\$2,261,113	\$2,287,276	\$2,287,276
ANALYSIS						
FY14 non-salary costs for this program are recommended to remain unchanged from current budgeted levels.						
The delinquent fine collection program is credited to this program as a revenue.						
There are no budget issues for FY14 budget.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Corporation Counsel/Civil (12D)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
X County Attorney		0.20	0.20	0.20	0.20	0.20
Y First Assistant Attorney		-	-	-	-	-
A Assistant Attorney II		-	-	-	-	-
A Assistant Attorney I		-	-	-	-	-
611-A Attorney II		1.00	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		-	-	-	-	-
Z Summer Law Clerk		0.18	0.18	0.18	0.12	0.12
TOTAL POSITIONS		2.63	2.63	2.63	2.57	2.57
APPROPRIATION SUMMARY:						
Personal Services		\$224,428	\$245,590	\$245,590	\$240,160	\$240,160
Expenses		722	2,250	2,250	2,200	2,200
TOTAL APPROPRIATIONS		\$225,150	\$247,840	\$247,840	\$242,360	\$242,360
ANALYSIS						
FY14 non-salary costs for this program are recommended to remain unchanged from current budgeted levels.						
There are no revenues credited to this program.						
There are no budget issues for FY14 budget.						

Auditor's Office

Roxanna Moritz, County Auditor



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

ACTIVITY/SERVICE:	Administration	DEPARTMENT:	Administration		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$214,704
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Maintain administration costs at or below 15% of budget			14.00%	15%	15.00%

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Ensure all statutory responsibilities are met.	Conduct at least 12 meetings with managers to review progress and assess need for new policies.		12	12	12
	Conduct at least 4 meetings with staff from each department to review progress and assess need for new policies.		4	4	4

ACTIVITY/SERVICE:	Taxation	DEPARTMENT:	Auditor		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$ 270,589
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Property Transfers Processed				7500	7500
Local Government Budgets Certified				49	49

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Certify taxes and budgets	Meet statutory & regulatory deadlines for certification with 100% accuracy		100%	100%	100%
Process all property transfers	Process all transfers without errors within 48 hours of receipt of correct transfer documents		100%	100%	100%
Cooperate with other county offices in electronic processing of real estate transfer documents	Eliminate multiple paper copies of transfer documents and increase processing efficiency		completed	completed	completed

ACTIVITY/SERVICE:	Payroll	DEPARTMENT: Business & Finance			
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$ 184,769
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of Employees			689	700	700
Time Cards Processed			40,838	38,000	38,000

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Pay all employees correctly and timely.	All employees are paid correctly and on time.		100%	100%	100%
Pay all payroll liabilities on time and correctly. This includes taxes, and other withholdings.	Occur no penalties for late payments.		100%	100%	100%

ACTIVITY/SERVICE:	Accounts Payable	DEPARTMENT:	Business & Finance		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$ 172,975
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Invoices Processed			25,035	29000	28,000

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To process all claims correctly and according to policies and procedures.	Have all claims correctly processed and paid.		100%	100%	100%

ACTIVITY/SERVICE:	Expenditure Ledger	DEPARTMENT: Business & Finance			
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$35,381
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of Account Centers			13,039	12,885	13,500
Number of Accounting Adjustments			109	120	120

PROGRAM DESCRIPTION:

This program is responsible for the general accounting of expenditures in the general ledger of the County and is responsible for all changes therein.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To make sure the General Ledger properly reflects all expenditures and receipts.	Make sure all adjustments are proper according to accounting policies and procedures.		100%	100%	100%

ACTIVITY/SERVICE:	Commissioner of Elections	DEPARTMENT:	Elections		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$ 376,422
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Conduct 4 county-wide elections			4	4	4

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Contract for and arrange facilities for election day and early voting polling places.	Insure 100% of polling places meet legal accessibility requirements or receive waivers from the Secretary of State.		100%	100%	100%
Receive and process all absentee ballot requests for all elections.	Process and mail ballots to 100% of voters who submit correct absentee ballot requests in accordance with State law.		100%	100%	100%
Ensure precinct election officials are prepared to administer election laws for any given election.	Conduct election official training before major elections.		4	4	4

ACTIVITY/SERVICE:	Registrar of Voters	DEPARTMENT:	Elections		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Improve Communication	FUND:	01 General	BUDGET:	\$ 141,103
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Maintain approximately 125,000 voter registration files			124,263	125,000	126,000

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Ensure new voters have opportunity to vote.	All new registrations are verified, processed and voters sent confirmation by legal deadlines.		100%	100%	100%
Ensure enforcement of state voter registration laws.	Process all voter registrations received from all agencies and maintain current registration file.		100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		\$186,374	\$196,733	\$196,733	\$205,604	\$205,604
Equipment		-	-	-	-	-
Expenses		853	4,300	4,300	8,600	8,600
Supplies		76	500	500	500	500
TOTAL APPROPRIATIONS		\$187,303	\$201,533	\$201,533	\$214,704	\$214,704
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase by \$4,300 to allow for additional staff training and recertification of the Auditor as a Certified Election Official. This added expense is nullified by additional revenues in another Auditor program.						
There are no revenues credited to this program.						
List issues for FY14 budget:						
1. None						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1. None						
2.						
3.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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	2.00	2.00	2.00	2.00
141-C Clerk II		0.65	0.65	0.65	0.65	0.65
TOTAL POSITIONS		3.65	3.65	3.65	3.65	3.65
REVENUE SUMMARY:						
Intergovernmental		\$163,527	\$0	\$3,139	\$189,800	\$182,000
Fees and Charges		368	250	130	250	250
Fines, Forfeitures & Miscellaneous		300	-	-	-	-
TOTAL REVENUES		\$164,195	\$250	\$3,269	\$190,050	\$182,250
APPROPRIATION SUMMARY:						
Personal Services		\$318,213	\$338,606	\$377,642	\$353,707	\$353,707
Equipment		\$0	\$0	\$0	\$0	\$0
Expenses		209,513	173,045	163,895	233,275	233,275
Supplies		17,873	36,600	41,100	24,100	24,100
TOTAL APPROPRIATIONS		\$545,599	\$548,251	\$582,637	\$611,082	\$611,082
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase by \$47,730 due to a higher number of elections. Costs for these additional elections are recoverable.						
Revenues are recommended to increase significantly due to the recoverable costs from local elections. Revenues related to election cost reimbursements are projected to total nearly \$190,000.						
Purchasing authority is sought for five additional electronic poll books to expand coverage into precincts not using e-poll books.						
Purchasing authority is also sought for 100 ID card scanners for use with e-poll books. Many counties use these scanners to speed up voter processing. Two versions of e-poll books should become available this year, one from the Precinct Atlas consortium of counties and one from the Iowa Secretary of State. The decision on which program to use will be made after analysis of the different versions.						
List issues for FY14 budget:						
1. None						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1. \$3,625 for five net books & label printers forelectronic poll books						
2. \$24,000 for for 100 ID card scanners for use with electronic poll books						
3.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES		\$0	\$0	\$0	\$0	\$0
APPROPRIATION SUMMARY:						
Personal Services		\$368,314	\$401,734	\$401,735	\$383,050	\$383,050
Equipment		-	0	0	0	0
Expenses		649	3,475	3,475	3,025	3,025
Supplies		6,648	6,600	6,600	6,100	6,100
TOTAL APPROPRIATIONS		\$375,611	\$411,809	\$411,810	\$392,175	\$392,175
ANALYSIS						
FY14 non-salary costs for this program are recommended to remain unchanged from current budgeted levels.						
There are no revenues associated with this program.						
List issues for FY14 budget:						
1.						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1.						
2.						
3.						
List capital, personnel and vehicle changes:						
1. None						
2.						
3.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		3.30	3.30	3.30	3.30	3.30
REVENUE SUMMARY:						
Licenses and Permits		\$4,860	\$5,250	\$5,250	\$5,250	\$5,250
Fees and Charges		34,854	36,000	36,005	36,000	36,000
TOTAL REVENUES		\$39,714	\$41,250	\$41,255	\$41,250	\$41,250
APPROPRIATION SUMMARY:						
Personal Services		\$248,234	\$258,398	\$258,368	\$265,669	\$265,669
Equipment		-	-	-	-	-
Expenses		3,743	3,820	3,820	3,320	3,320
Supplies		446	1,000	1,000	1,000	1,000
TOTAL APPROPRIATIONS		\$252,423	\$263,218	\$263,188	\$269,989	\$269,989
ANALYSIS						
FY14 non-salary costs for this program are recommended to decrease \$500 from current budgeted levels due to training costs. in other programs .						
Revenues are recommended to remain unchanged from current budget levels.						
List issues for FY14 budget:						
1. None						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1.None						
2.						
3.						

Community Services

Lori Elam, Community Services Director



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

ACTIVITY/SERVICE:	Community Services Administration	DEPARTMENT:	17A		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Improve Communication	FUND:	01 General	BUDGET:	\$156,596
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of outside programs/educational activities/workgroups or board meetings attended/participated in or requested by outside entity		394	355	350	320
Number of appeals requested		0	0	6	5
Total MH/DD Administration budget (17A and 17G admin)		\$331,255	\$180,907	\$62,455	\$313,008
Administration cost as percentage of MH/DD Budget		3.90%	1.70%	2.50%	6.80%

PROGRAM DESCRIPTION:

To provide administration and representation of the department, including administration of the Scott County MH/DD Management Plan, the Veteran Services Program, the General Assistance Program, the Substance Abuse Program and other social services and institutions.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To provide Scott County representation on State/Federal Boards, Committees, Workgroups/Task Forces regarding MH/DD services and funding.	Will participate in and/or host at least 30 liaison activities/educational sessions/legislative meetings or workgroups each quarter, 120 annually.	N/A	148	150	150

ACTIVITY/SERVICE:	General Assistance Program	DEPARTMENT:	17B		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$549,892
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of applications requesting financial assistance		7294	1428	1500	1500
# of applications approved		4065	756	1000	800
# of approved clients pending Social Security approval		N/A	34	55	40
# of individuals approved for rental assistance (unduplicated)		N/A	109	110	115
# of burials/cremations approved		82	71	85	85
# of families and single individuals served		N/A	Families 373 Singles 956	Families 400 Singles 1200	Families 420 Singles 1200
# of cases denied to being over income guidelines		N/A	205	200	210
# of cases denied/uncompleted app require and/or process		N/A	365	300	310

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To provide financial assistance (rent, utilities, burial, direct assist) to 3600 individuals (applicants) as defined by Iowa Code Chapter 252.25 during the year.	To grant assistance averaging no more than \$220 per applicant approved.	\$147.47	\$310.86	\$130.00	\$220.00
To provide financial assistance to individuals as defined by Iowa Code Chapter 252.25.	To provide at least 425 referrals on a yearly basis to individuals who don't qualify for county assistance.	524	481	380	425
To maintain the Community Services budget in order to serve as many Scott County citizens as possible.	Review quarterly General Assistance expenditures (actual services) verses budgeted amounts (17B).	\$601,041	\$476,746 or 61% of budget	\$357,857	\$357,607

ACTIVITY/SERVICE:	Veteran Services	DEPARTMENT:	17D		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$148,798
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of requests for veteran services (federal/state)		1134	1160	1300	1300
# of applications for county assistance		117	127	150	135
# of applications for county assistance approved		83	104	100	100
# of outreach activities		N/A	76	100	100
# of burials/cremations approved		11	22	25	25

PROGRAM DESCRIPTION:

To provide outreach and financial assistance to Scott County veterans and their families, in addition to providing technical assistance in applying for federal veteran benefits.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To provide public awareness/outreach activities in the community.	Will reach out to at least 300 Veterans/families each quarter (1200 annually).	N/A	1162	1200	1200
To provide public awareness/outreach activities in the community.	Will increase the number of veteran requests for services (federal/state) by 100 annually. (New, first time veterans applying for benefits)	N/A	516	600	700
To provide financial assistance (rent, burial, utilities, direct assist) to veterans as defined in Iowa Code Chapter 35B.	To grant assistance averaging no more than \$620 per applicant.	\$681.77	\$455.70	\$620	\$620

ACTIVITY/SERVICE:	Substance Abuse Assistance	DEPARTMENT:	17F		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	02 Supplemental	BUDGET:	\$296,034
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of involuntary substance abuse commitments filed		246	250	220	250
# of SA adult commitments		157	185	160	160
# of SA children commitments		66	54	50	60
# of SA 48 hour holds		6	9	40	15
# of substance abuse commitment filings denied		N/A	5	10	10
# of hearings on people with no insurance		67	74	100	85

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To provide mandated court ordered SA evaluations in the most cost effective manner possible.	Ensure 100% of all third party payors are billed, utilizing Scott County dollars as a last resort.	100%	100%	100%	100%
To provide mandated court ordered SA evaluations in the most cost effective manner possible.	The cost per evaluation will be no greater than \$875.00	\$709.18	\$663.07	\$875.00	\$875.00
To prevent reoccurrence of SA commitment orders.	Participate in 100% of all SA hearings and make referrals to other programs/services within Scott County to promote stabilization and prevent relapse.	100%	100%	100%	100%
To maintain the Community Services budget in order to serve as many Scott County citizens with substance abuse issues as possible.	Review quarterly substance abuse commitment (actual services) expenditures verses budgeted amounts (17F).	\$286,140	\$237,629	\$295,272	\$296,034

ACTIVITY/SERVICE:	MH/DD Services	DEPARTMENT:	17G		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	10 MHDD	BUDGET:	\$4,559,297
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
# of involuntary mental health commitments filed		450	405	320	375
# of adult MH commitments		240	246	210	220
# of juvenile MH commitments		80	91	80	75
# of MH 48 hour holds		123	82	80	80
# of mental health commitment filings denied		N/A	17	20	20
# of hearings on people with no insurance		51	59	60	60
# of protective payee cases		384	313	400	355
# of funding requests/apps processed- ID and MI/CMI		N/A	1875	2500	2500

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To provide mandated court ordered MH evaluations in most cost effective manner possible.	Ensure 100% of all third party payors are billed, utilizing Scott County dollars as a last resort.	100%	100%	100%	100%
To provide mandated court ordered MH evaluations in most cost effective manner possible.	The cost per evaluation will be no greater than \$1000.00.	\$625.85	\$939.16	\$994.00	\$994.00
To maintain the MH/DD Fund Balance between 5%-10% in order to best serve Scott County citizens with disabilities and cover emergency service expenditures.	Review quarterly mental health commitment expenditures verses budgeted amounts.	\$390,140	\$406,721	\$425,997	\$434,158

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		\$129,556	\$139,481	\$138,990	\$140,396	\$140,396
Expenses		19,985	16,200	16,200	16,200	16,200
Supplies		84	-	-	-	-
TOTAL APPROPRIATIONS		\$149,625	\$155,681	\$155,190	\$156,596	\$156,596
ANALYSIS						
<p>The FY14 non-salary costs for the <u>total Community Services budget</u> are recommended to decrease significantly (65.6%) due to the state assuming financial responsibility for all Medicaid services. The county is still responsible for 100% county funded services and mandated services such as commitment costs and MHIs. Due to "legal settlement" ending on 7/1/13, the county will need to closely monitor who is living in the county and the cost of services. The county is advocating to have the elimination of "legal settlement" phased in as it may have a dramatic financial impact. Other costs within the budget may be reduced with the implementation of ACA/Medicaid Expansion on 1/1/14. This will impact the General Assistance budget and the MH/DS budget as more people will have Medicaid and should be able to access services much easier. The FY14 non-salary costs for the <u>Community Services Administrative</u> budget are recommended to increase slightly (less than 1%).</p> <p>The FY14 revenues for the <u>total Community Services budget</u> are recommended to increase over the FY13 adjusted budget. Legislative changes during the 2012 session created significant changes in terms of revenue for the county (Fund 10) for FY13. Because the state assumed financial responsibility of all Medicaid services 7/1/12, they also kept the funding normally sent to the counties: Allowed Growth, PTR and Community Services funds. This resulted in significant changes in revenue for the FY13 budget. The FY14 revenues are projected to change. Legislative action during the 2012 session (MH Redesign bill: SF2315) created the funding mechanism for MH/DS services through a per capita amount of \$47.28 starting 7/1/13. This generates an additional \$4.5 million in revenue for the County. The state will provide the additional revenue through a "tax equalization" payment. A Legislative Interim Committee continues to discuss the funding of the MH system for FY13 and FY14. The funding mechanisms could change again during the 2013 Legislative Session. There are no projected revenues for the <u>Community Services Administrative</u> budget in FY14, same as the FY13 budget.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. MH Redesign- Additional Legislative Changes/Financing 2. Residency vs. Legal Settlement- Financial Impacts 3. Regionalization- Core and Core Plus Services/Development of a 28E Agreement 4. Implementation of ACA/Medicaid Expansion- Financial Impact 5. State Cases and funding of the state payment program 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: General Assist/Other Services (17B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
430-A Case Aide Supervisor		0.35	0.35	0.50	0.50	0.50
252-C Case Aide		1.40	1.40	1.00	1.00	1.00
162-C Clerk III/Secretary		0.65	0.65	0.35	0.35	0.35
162-C Clerk III/Receptionist		0.35	0.35	0.85	0.85	0.85
141-C Clerk II/Receptionist		0.15	0.15	-	-	-
TOTAL POSITIONS		2.90	2.90	2.70	2.70	2.70
REVENUE SUMMARY:						
Fees and Charges		\$9,962	\$4,100	\$18,666	\$18,666	\$18,666
Miscellaneous		89,209	80,000	80,000	80,000	80,000
TOTAL REVENUES		\$99,171	\$84,100	\$98,666	\$98,666	\$98,666
APPROPRIATION SUMMARY:						
Personal Services		\$232,638	\$195,895	\$195,895	\$190,972	\$190,972
Equipment		-	300	300	300	300
Expenses		243,570	498,035	357,857	357,607	357,607
Supplies		537	1,013	1,013	1,013	1,013
TOTAL APPROPRIATIONS		\$476,745	\$695,243	\$555,065	\$549,892	\$549,892
ANALYSIS						
<p>The FY14 non-salary costs for the General Assistance program are recommended to decrease 21.3% over the original budgeted level. This is due to policy changes related to rent. The county assists with rent for one month in a 12 month period. There are also fewer clients awaiting disability approval receiving rental assistance. The overall number of people seeking assistance is lower compared to previous years. With the implementation of ACA on 1/1/14, the department expects some savings as people will have Medicaid and will not need county assistance for medical needs.</p> <p>The FY14 revenues are recommended to increase 17.3% over the current projected level. This is due to the increased fees collected from the protective payee program. This program was moved out of Fund 10 with the goal of becoming self supporting.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. Implementation of ACA/Medicaid Expansion 2. Purchase of additional burial plots 3. Monitor the number of protective payee clients/Possible increase in fees charged 7/1/13 4. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 4. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Veteran Services (17D)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
298-A Veteran's Affairs Director/Case Aide		0.90	0.90	1.00	1.00	1.00
141-C Clerk II/Receptionist		0.15	0.15	0.15	0.15	0.15
TOTAL POSITIONS		1.05	1.05	1.15	1.15	1.15
REVENUE SUMMARY:						
Intergovernmental		\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Miscellaneous		-	-	-	-	-
TOTAL REVENUES		\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
APPROPRIATION SUMMARY:						
Personal Services		\$77,172	\$90,285	\$90,285	\$88,821	\$88,821
Expenses		53,636	68,092	55,962	59,177	59,177
Supplies		488	800	800	800	800
TOTAL APPROPRIATIONS		\$131,296	\$159,177	\$147,047	\$148,798	\$148,798
ANALYSIS						
<p>The FY14 non-salary costs for the Veterans program are recommended to decrease 7.4% compared to the current budget. The amount of rental assistance was adjusted as the county policy regarding rental assistance had changed and there are fewer Veterans requesting assistance.</p> <p>The FY14 revenues are recommended to remain flat from FY13 to FY14. The county will receive the Veteran's grant money from the state in the amount of \$10,000. This money can not be used for actual services for Veterans. It is to be used for training /certification of the VA Director and commissioners as well as for office equipment- computers, etc... Documentation is completed every year demonstrating how the grant funds were used. Any funds not used must be returned to the state.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. Continuation of the County Grant Program for Veterans- \$10,000 2. Local service organizations not taking any new cases for compensation and benefits 3. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 4. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: SA Assistance (17F)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
271-C Office Manager		-	-	-	-	-
162-C Clerk III/Secretary		-	-	-	-	-
141-C Clerk II/Receptionist		-	-	-	-	-
TOTAL POSITIONS		-	-	-	-	-
REVENUE SUMMARY:						
Fees and Charges		\$19,153	\$2,700	\$2,700	\$2,700	\$2,700
TOTAL REVENUES		\$19,153	\$2,700	\$2,700	\$2,700	\$2,700
APPROPRIATION SUMMARY:						
Expenses		\$237,629	\$305,847	\$295,272	\$296,034	\$296,034
TOTAL APPROPRIATIONS		\$237,629	\$305,847	\$295,272	\$296,034	\$296,034
ANALYSIS						
<p>The FY14 non-salary costs for the substance abuse assistance program are recommended to decrease 3.2% compared to current budget levels. This is primarily due to adjustments made in the 48 hour hold physician expenditure line. It was reduced to be more consist with past years and current expenditures. MH Redesign will have an impact on substance abuse budgets as legislators want more co-occurring services (services for people with both substance abuse issues and mental health issues). It is unclear how that will all unfold and how it will be paid for (through the Department of Public Health or through Mental Health budgets).</p> <p>The FY14 revenues are recommended to remain the same as FY13. The revenue varies from year to year as it is refunds and reimbursements for care and keep of clients.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. MH Redesign: co-occurring services and payment 2. 3. 4. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 4. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: MH - DD Services (17G)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
430-A Case Aide Supervisor		0.65	0.65	0.50	0.50	0.50
430-A Mental Health Coordinator		1.00	1.00	1.00	1.00	1.00
271-C Office Manager		1.00	1.00	1.00	1.00	1.00
252-C Case Aide		1.60	1.60	1.00	1.00	1.00
162-C Clerk III/Secretary		0.35	0.35	0.65	0.65	0.65
162-C Clerk III/Receptionist		0.65	0.65	-	-	-
141-C Clerk II/Receptionist		0.21	0.21	-	-	-
Z Mental Health Advocate		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		6.46	6.46	5.15	5.15	5.15
REVENUE SUMMARY:						
Intergovernmental		\$7,959,945	\$9,265,810	\$711,557	\$8,189	\$8,189
Fees and Charges		74,244	45,950	128,903	128,903	128,903
Miscellaneous		60,892	45,725	55,725	55,725	55,725
TOTAL REVENUES		\$8,095,081	\$9,357,485	\$896,185	\$192,817	\$192,817
APPROPRIATION SUMMARY:						
Personal Services		\$393,573	\$513,607	\$329,184	\$412,102	\$412,102
Equipment		-	1,482	1,482	1,482	1,482
Expenses		10,126,765	8,718,872	2,081,735	4,141,911	4,141,911
Supplies		3,472	3,802	90	3,802	3,802
TOTAL APPROPRIATIONS		\$10,523,810	\$9,237,763	\$2,412,491	\$4,559,297	\$4,559,297
ANALYSIS						
<p>The FY14 non-salary costs for the MH/DS program are recommended to decrease 73.1% compared to the FY13 budget. This is due to the state assuming the financial responsibility of Medicaid services. The county is now only responsible for 100% county funded services and mandated services (commitments/MHIs). This change took place during the 2012 legislative session trying to ease county budgets and get counties out from under uncontrollable Medicaid costs. The state took over those costs and kept the funds usually sent to the counties. Counties only had their MH levy in FY13 to pay for services.</p> <p>The FY14 revenues are recommended to decrease 41.3% when comparing them to the original FY13 budget. The original budget was developed before 2012 Legislative actions. The county no longer receives state funding. The FY14 revenues for MH/DS services will be generated by a per capita amount of \$47.28 as directed by SF2315. This generates an additional \$4.5 million if the Legislature appropriates an additional \$29 million for the tax equalization payments. SPP revenue was removed from the FY14 budget as it is unclear whether the counties will get that money when legal settlement is eliminated and services are based on residency.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. MH Redesign- new legislative changes and impacts 2. Per Capita \$47.28 instead of fixed levy dollar amount for mental health services 3. Elimination of legal settlement and movement to residency- financial impacts 4. Regionalization and the development of a 28E Agreement, business plan, management plan and strategic plan 5. State cases- funding for the State Payment program <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 						

Conservation Department

Roger Kean, Conservation Director



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

ACTIVITY/SERVICE: Administration/Policy Development **DEPT/PROG:** 18A
BUSINESS TYPE: Core Service **RESIDENTS SERVED:** 166,650
BOARD GOAL: Foster Healthy Communities **FUND:** 01 General **BUDGET:** \$496,559

OUTPUTS	2010-11	2011-12	2012-13	2013-14
	ACTUAL	ACTUAL	PROJECTED	PROJECTED
Total appropriations administered.	\$4,666,303	\$4,947,842	\$4,937,948	\$5,010,135
Total FTEs managed	26	26	26	26
Administration costs as percent of department total.	18%	12%	19%	19%
REAP Funds Received	\$60,541	\$47,736	\$46,105	\$46,105
Total Acres Managed	2,496	2,496	2,496	2,496

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11	2011-12	2011-12	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
Provide the most efficient planning, analysis, and construction coordination for all Conservation CIP projects	Insure that a minimum of 90% of all capital projects are completed within budgeted amount and the scheduled time frame.		85%	90%	90%
Increase the number of people reached through social media, email newsletters, and press releases	Increase number of customers receiving electronic notifications from 900 to 1100 for events, specials, and Conservation information		2,268	2,500	2,500
Budget preparation and oversight of the park and golf services	To maintain a balanced budget for all depts by ensuring that we do not exceed 100% of appropriations		93%	98%	98%

ACTIVITY/SERVICE:	Recreational Services	DEPT/PROG: 18B,18I,18K			
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED: 166,650			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$900,980
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Total Camping Revenue		\$576,882	\$619,253	\$625,000	\$640,000
Total Facility Rental Revenue		\$52,500	\$55,903	\$55,000	\$57,000
Total Concession Revenue		\$120,815	\$149,333	\$150,350	\$150,350
Total Entrance Fees (beach/pool, Cody, Pioneer Village)		\$160,496	\$219,935	\$206,200	\$211,200

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To provide a high quality camping experience throughout the recreational season at SCP, WLP & BSP	To maintain a 40% occupancy per year for all camping sites		38%	40%	40%
To provide a high quality rental facilities (i.e. shelters, cabins, etc) for public use.	To maintain a 36% occupancy per year for all rental facilities		39%	36%	36%
To provide adequate aquatic recreational opportunities.	To increase attendance at the Beach and Pool		56,751	46,000	50,000
To continue to provide high quality swim lessons at the Scott County Park pool	Through use of an evaluation tool for parents and participants attending swim lessons achieve a minimum of a 95% satisfaction rating		94%	95%	95%

ACTIVITY/SERVICE:	Maintenance of Assets - Parks	DEPT/PROG:	18B,18G,18H,18I,18J,18K		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED: 166,650			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$1,801,961
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Total vehicle and equipment repair costs (not including salaries)		\$56,087	\$69,248	\$65,791	\$65,891
Total building repair costs (not including salaries)		\$11,028	\$4,375	\$16,177	\$16,177
Total maintenance FTEs		7	7	7	7

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To obtain the highest customer satisfaction ratings possible related to the maintenance aspects of the dept.	Achieve 100% customer satisfaction on all correspondence, surveys, and comment cards associated with maintenance activities.		96%	100%	100%
To encourage the use of environmentally safe (green) maintenance products utilized throughout the dept.	To increase the number of green products to represent 30% of all maintenance products utilized.		21%	30%	30%
Equipment Maintenance	80% of equipment replaced according to department equipment schedule		100%	100%	100%

ACTIVITY/SERVICE:	Public Safety-Customer Service	DEPT/PROG:	18B, 18K		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED: 166,650			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$300,327
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of special events or festivals requiring ranger assistance			22	20	20
Number of reports written.			74	60	60
Number of law enforcement and customer service personnel (seasonal & full-time)		102	102	102	102

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Increase the number of natural resource oriented public programs facilitated, attended, or conducted by ranger staff.	Involvement in 15 public programs per year (for example: hunter & boater safety programs, fishing clinics, etc.)		24	15	15
Elimination of complaints associated with enforcement actions by our ranger staff.	Decrease the number of complaints received due to the enforcement action or public contact with ranger staff.		2	3	3
Provide safe and secure environment for the public while utilizing all Conservation Board facilities.	To reduce the number of accidents involving the public and that expose the County to liability		1	3	3

ACTIVITY/SERVICE:	Environment Education/Public Programs	DEPT/PROG:	18G		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$286,204
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of programs offered.		208	240	220	220
Number of school contact hours		21,657	26,398	22,657	22,657
Number of people served.		28,735	33,198	30,000	30,000
Operating revenues generated (net total intergovt revenue)		23,056	11,241	10,974	11,474
Classes/Programs/Trips Cancelled due to weather			3		

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To educate the general public about the environment, the need to preserve our natural resources, and the value of outdoor recreation.	To maintain 100% satisfaction through comment cards and evaluations received from all public programs.		100%	100%	100%
To provide schools with environmental education and outdoor recreation programs that meet their Iowa Core needs.	100% of all Iowa school programs will meet at least 1 Iowa Core requirement.		100%	100%	100%
To provide the necessary programs to advance and support environmental and education professionals in their career development.	To provide at least two career opportunities that qualify for their professional certification and development needs.		4	2	2

ACTIVITY/SERVICE:	Historic Preservation & Interpretation	DEPT/PROG:	18H, 18J		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Improve Communication	FUND:	01 General	BUDGET:	\$198,663
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Total revenue generated		\$57,894	\$75,815	\$66,797	\$66,797
Total number of weddings per year at Olde St Ann's Church			63	60	60
Pioneer Village Day Camp Attendance		137	292	320	320

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To have as many people as possible enjoy the displays and historical educational festivals provided at each site	To increase annual attendance		7,976	7,000	7,000
To collect sufficient revenues to help offset program costs.	To increase annual revenues 1% compared to same time last year	\$57,894	\$76,570	\$70,550	\$71,255
To increase presentations to outside groups and local festivals to acquaint the public about Pioneer Village and Cody Homestead's purpose and goals	To increase the number of outside presentations		1	10	10

ACTIVITY/SERVICE:	Golf Operations	DEPT/PROG:	18E, 18F		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$1,025,441
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Total number of golfers/rounds of play	28,533	30,476	29,000	30,000	
Total course revenues	1,077,731	\$1,229,602	1,029,985	\$1,038,152	
Total appropriations administered	949,552	\$1,168,514	974,127	\$1,025,441	
Number of Outings/Participants		38/2,808	36/2,994	36/2994	
Number of days negatively impacted by weather		36 Days			

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To provide a quality golfing experience for our customers and the citizens of Scott County.	To maintain 100% customer satisfaction from all user surveys and comment cards.		100%	100%	100%
To increase revenues to support program costs	Golf course revenues to support 100% of the yearly operation costs (revenue compared to same time last year)		-14%	100%	100%
To provide an efficient and cost effective maintenance program for the course	To maintain course maintenance costs at \$22.70 per round		\$18.32	\$22.70	\$22.70
Increase profit margins on concessions	Increase profit levels on concessions from 50% to 60%	50%	67%	60%	60%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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:						
Intergovernmental Revenue		48,615	46,105	46,105	46,105	46,105
TOTAL REVENUES		\$48,615	\$46,105	\$46,105	\$46,105	\$46,105
APPROPRIATION SUMMARY:						
Personal Services		\$380,166	\$394,606	\$394,556	\$402,817	\$402,817
Equipment		1,757	0	1,043	0	0
Expenses		283,505	79,601	83,623	83,623	83,623
Supplies		9,410	10,119	10,119	10,119	10,119
TOTAL APPROPRIATIONS		\$674,838	\$484,326	\$489,341	\$496,559	\$496,559
ANALYSIS						
FY14 non-salary costs for the entire department are recommended to increase by .4% or \$8,928 due to equipment purchases						
FY14 non-salary costs for this program are recommended to decrease 1.1% due to no equipment dollars budgeted for 2014.						
FY14 revenues are recommended to remain flat for the Administrative Department and a 6.1% or \$71,500 increase for the total department.						
List issues for FY14 budget:						
1. No issues identified for 18A						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1. There are no capital, personnel, or vehicle changes impacting this program budget						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1.						
2.						
3.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		-	-	-		
262-A Park Ranger		5.00	5.00	5.00	5.00	5.00
220-A Park Crew Leader		1.00	1.00	1.00	1.00	1.00
187-A Pioneer Village Site Coordinator		1.00	1.00	1.00	1.00	1.00
187-A Equipment Specialist		1.00	1.00	1.00	2.00	2.00
187-A Equipment Mechanic		1.00	1.00	1.00	-	-
187-A Park Crew Leader		-	-	-	-	-
187-A Park Maintenance Technician		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
Z Seasonal Park Maintenance (WLP,SCP,PV)		8.00	8.00	8.00	7.52	7.52
Z Seasonal Pool Manager (SCP)		0.40	0.40	0.40	0.29	0.29
Z Seasonal Asst Pool Manager (SCP)		0.40	0.40	0.40	0.21	0.21
Z Seasonal Lifeguard (WLP, SCP)		6.00	6.00	6.00	6.28	6.28
Z Seasonal Pool Concessions (SCP)		0.90	0.90	0.90	1.16	1.16
Z Seasonal Beach/Boathouse Concessions (WLP)		2.00	2.00	2.00	1.80	1.80
Z Seasonal Beach Manager (WLP)		0.40	0.40	0.40	0.29	0.29
Z Seasonal Asst Beach Manager (WLP)		0.40	0.40	0.40	0.23	0.23
Z Seasonal Park Patrol (WLP, SCP)		2.50	2.50	2.50	2.17	2.17
Z Seasonal Park Attendants (WLP, SCP, BSP)		3.60	3.60	3.60	2.95	2.95
Z Seasonal Day Camp/Apothecary (Pioneer Village)		1.30	1.30	1.30	1.56	1.56
Z Seasonal Concession Worker (Cody)		0.50	0.50	0.50	0.19	0.19
TOTAL POSITIONS		42.15	42.15	42.15	40.40	40.40
REVENUE SUMMARY:						
Intergovernmental		\$25,000	\$0	\$0	\$0	\$0
Fees and Charges		965,292	911,772	946,772	966,772	966,772
Use of Money/Property		215,014	197,671	212,171	212,171	212,171
Miscellaneous		23,922	23,175	26,471	23,175	23,175
Sale of Fixed Assets		44,675	44,000	44,000	46,000	46,000
TOTAL REVENUES		\$1,273,903	\$1,176,618	\$1,229,414	\$1,248,118	\$1,248,118
APPROPRIATION SUMMARY:						
Personal Services		\$1,573,688	\$1,692,256	\$1,696,220	\$1,688,713	\$1,688,713
Equipment		211,248	204,000	204,000	227,000	227,000
Capital Improvement		324,570	537,530	881,754	537,530	537,530
Expenses		341,912	353,551	352,703	351,703	351,703
Supplies		403,653	394,181	397,235	396,985	396,985
TOTAL APPROPRIATIONS		\$2,855,071	\$3,181,518	\$3,531,912	\$3,201,931	\$3,201,931
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase by 1.6% due to equipment purchases. Totals for expense & supplies (minus equipment & capital) remain flat to a slight decrease.						
FY14 revenues are recommended to increase 1.5% mainly due to increase revenue from the SCP pool & concessions.						
List issues for FY14 budget:						
1.No issues identified for 18B						
2.						
List capital, personnel and vehicle changes:						
1.There are no capital, personnel, or vehicle changes						
2.						
List capital, personnel and vehicle changes:						
1.						
2.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Glynns 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	1.00
187-A Turf Equipment Specialist		1.00	1.00	1.00	1.00	1.00
187-A Mechanic/Crew Leader		-	-	-	-	-
187-A Assistant Golf Course Superintendent		-	-	-	-	-
162-A Maintenance Technician-Golf Course		2.00	2.00	2.00	1.00	1.00
162-A Maintenance Worker		-	-	-	-	-
Z Seasonal Assistant Golf Professional		0.75	0.75	0.75	0.73	0.73
Z Seasonal Golf Pro Staff		7.05	7.05	7.05	7.48	7.48
Z Seasonal Part Time Laborers		5.55	5.55	5.55	4.77	4.77
TOTAL POSITIONS		19.35	19.35	19.35	17.98	17.98
REVENUE SUMMARY:						
Total Charges for Services		\$9,942	\$7,500	\$6,500	\$9,200	\$9,200
Total Green Fees		519,470	536,720	536,720	535,700	535,700
Net Cart Fees		288,588	290,013	290,013	295,000	295,000
Net Food/Beverage		139,330	151,552	151,552	150,352	150,352
Net Merchandise Sales		5,501	7,200	7,200	7,200	7,200
Net Driving Range Sales		39,136	37,000	37,000	40,000	40,000
Total Interest Income		-	-	-	-	-
Total Miscellaneous		213,381	1,000	1,000	700	700
Fixed Assets		14,253	-	-	-	-
TOTAL REVENUES		\$1,229,601	\$1,030,985	\$1,029,985	\$1,038,152	\$1,038,152
APPROPRIATION SUMMARY:						
Personal Services		\$594,305	\$633,300	\$633,382	\$652,246	\$652,246
Equipment		225,396	133,000	80,000	113,000	113,000
Expenses		130,220	113,745	108,690	108,195	108,195
Supplies		193,285	147,500	152,555	152,000	152,000
Debt Service		25,307	-	-	-	-
TOTAL APPROPRIATIONS		\$1,168,513	\$1,027,545	\$974,627	\$1,025,441	\$1,025,441
Net Income		\$61,088	\$3,440	\$55,358	\$12,711	\$12,711
Less County Contribution for Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -
Total*				\$ 55,358	\$ 12,711	\$ 12,711
*Deficits will be covered by Conservation capital project reserve						
ANALYSIS						
FY14 non-salary costs for this program are recommended to decrease 5.3% from the budgeted amount due to reductions in Commercial Services. We will be exploring different ways to advertise events and use costly newspaper advertising as little as possible.						
FY14 revenues are recommended to increase by 0.7% with anticipated increases in cart and driving range fees.						
List issues for FY14 budget:						
1.						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1. There are no capital, personnel, or vehicle changes						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1.						
2.						
3.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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	0.80	0.66	0.66
Z Seasonal Naturalist		0.80	0.80	0.80	0.71	0.71
Z Seasonal Naturalist		1.70	1.70	1.70	0.79	0.79
Z Seasonal Naturalist		-	-	-	0.68	0.68
TOTAL POSITIONS		5.30	5.30	5.30	4.84	4.84
REVENUE SUMMARY:						
Intergovernmental		\$0	\$0	\$0	\$0	\$0
Fees and Charges		2,111	1,424	1,624	1,624	1,624
Use of Money/Property		8,905	10,000	9,000	9,500	9,500
Miscellaneous		225	350	350	350	350
Gain on Sale of Fixed Assets		-	-	-	-	-
TOTAL REVENUES		\$11,241	\$11,774	\$10,974	\$11,474	\$11,474
APPROPRIATION SUMMARY:						
Personal Services		\$206,501	\$230,107	\$230,042	\$228,654	\$228,654
Equipment		-	-	-	-	-
Expenses		27,707	37,150	37,850	38,550	38,550
Supplies		15,211	18,400	18,400	19,000	19,000
TOTAL APPROPRIATIONS		\$249,419	\$285,657	\$286,292	\$286,204	\$286,204
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase by 3.6% for necessary training and membership fees - this was covered by decreasing expenses in other cost centers.						
FY14 revenues are recommended to show a slight decrease of 2.5% due to a small decrease in dorm use.						
List issues for FY14 budget:						
1. Difficulties recruiting seasonal naturalists needs to be discussed - we need a FT permanent solution						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1. There are no capital, personnel, or vehicle changes						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1.						
2.						
3.						

Facility and Support Services

Dave Donovan, Director



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

ACTIVITY/SERVICE:	Administration	DEPARTMENT:	FSS		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$ 249,628.00
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Total percentage of CIP projects on time and with in budget.			78	85	85
# of buildings registered with the Energy Star Program.			0	1	1
Maintain total departmental cost/square foot at FY10 levels (combined maint/custod			1.275	3.98	4

PROGRAM DESCRIPTION:

To provide administrative support for all other department programs. This program has a large role in administering the organizations "green" initiatives and managing all capital improvement efforts.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To reduce output of CO2 by X pounds in the next fiscal year.	To reduce our organizations carbon footprint and environmental impact - CO2 output is one measure of our effectiveness.		24,335	40,000.00	41,000
To reduce total energy consumption by X % per square foot in the next fiscal year.	To reduce our consumption of energy, again one measure of our environmental impact - this will effectively reduce our on-going costs as well.			4%	2%

ACTIVITY/SERVICE:	Maintenance of Buildings	DEPARTMENT:	FSS		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$ 1,733,449.00
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of hours spent in safety training			83	24	50
# of PM inspections performed quarterly- per location			28	25	25
Total maintenance cost per square foot			0.86	1.45	1.5

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To make first contact on 80 % of routine non-jail work orders within 5 working days of staff assignment.	To be responsive to the workload from our non-jail customers.		85%	85%	85%
To do 30% of work on a preventive basis.	To do an increasing amount of work in a scheduled manner rather than reactive.		28%	25%	26%
To complete 65% of routine jail work orders within 5 working days of staff assignment.	To be responsive to the workload from the jail facility.		38%	13%	25%

ACTIVITY/SERVICE:	Custodial Services	DEPARTMENT:	FSS	
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET: \$ 651,874.00
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
		2013-14 PROJECTED		
Number of square feet of hard surface floors maintained			728940	180000
Number of square feet of soft surface floors maintained			275160	65000
Number of Community Service Worker hours supervised			1550	650
				1200

PROGRAM DESCRIPTION:

To provide a clean and sanitary building environment for our customer departments/offices and the public. This program has a large role in supporting the organization-wide green initiative by administering recycling and green cleaning efforts. This program administers physical building security and access control.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To receive X or fewer complaints per month on average.	To provide internal and external customers a clean environment and to limit the amount of calls for service from non custodial staff.		4	>4	4
Divert X pounds of waste from the landfill by: shredding confidential info, recycling cardboard, plastic & metals, kitchen grease	To continually reduce our output of material that goes to the landfill.		83,667	50,000	60,000
Perform annual green audit on XX% of FSS cleaning products.	To ensure that our cleaning products are "green" by current industry standards.		10%	4%	10%
			2012		

ACTIVITY/SERVICE:	Support Services	DEPARTMENT:	FSS		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$899,212
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Departmental participation in FSS Service Presentations			n/a	3	2
Actual number of hours spent on imaging including quality control and doc prep			2744	4200	3800
% of total county equipment budget spent utilizing PO's.			4.35%	50%	50.00%

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
Print Shop will recommend, to requesting department or agency, cost savings alternatives on at least XX% of print shop requests received.	This will result in the suggestion of cost savings methods on copy jobs that are received in the print shop which would result in savings on copy costs.		15.00%	8%	12.00%
Imaging staff will perform imaging, quality control, and release functions on at least XX% of all records that have been doc prepped within 10 weeks of the doc prep process.	Items will be available to the end user on line within designated amount of time after doc prep tasks. This will allow ease of record lookup.		82%	60%	75%
Purchasing will assist with increasing savings by XX% in the next year by marketing support services to customer departments.	This will result in our customers saving budget dollars and making better purchasing decisions.		11%	4%	6%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		\$131	\$250	\$250	\$250	\$250
Miscellaneous		783	1,200	1,200	1,200	1,200
TOTAL REVENUES		\$914	\$1,450	\$1,450	\$1,450	\$1,450
APPROPRIATION SUMMARY:						
Personal Services		\$227,715	\$237,450	\$237,451	\$242,068	\$242,068
Expenses		10,304	4,100	4,585	5,285	5,285
Supplies		2,747	2,875	2,375	2,275	2,275
TOTAL APPROPRIATIONS		\$240,766	\$244,425	\$244,411	\$249,628	\$249,628
ANALYSIS						
<p>FY14 non-salary costs for this program are recommended to increase 8.4% over current budgeted levels.</p> <p>FY14 revenues are recommended to remain static compared to current budgeted amounts for this program.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. There are no issues identified for this program. 2. 3. 4. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. There is one request for a fleet replacement and one request for a new fleet unit, both in the motor pool. 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		2.00	2.00	2.00	2.00	2.00
268-C Maintenance Specialist		4.00	4.00	4.00	4.00	4.00
182-C Maintenance Worker		2.00	2.00	1.00	1.00	1.00
91-C Courthouse Security Guard		-	-	-	-	-
83-C General Laborer		0.50	0.50	1.50	1.00	1.00
TOTAL POSITIONS		9.50	9.50	9.50	9.00	9.00
REVENUE SUMMARY:						
Intergovernmental		\$138,253	\$150,015	\$142,015	\$142,015	\$142,015
Miscellaneous		4,668	3,550	4,258	3,950	3,950
Sales General Fixed Assets		-	-	-	-	3
TOTAL REVENUES		\$142,921	\$153,565	\$146,273	\$145,965	\$145,968
APPROPRIATION SUMMARY:						
Personal Services		\$554,798	\$601,375	\$599,320	\$641,199	\$641,199
Equipment		3,163	-	1,570	7,000	7,000
Expenses		869,344	1,014,955	914,236	980,500	980,500
Supplies		93,298	98,250	90,450	104,750	104,750
TOTAL APPROPRIATIONS		\$1,520,603	\$1,714,580	\$1,605,576	\$1,733,449	\$1,733,449
ANALYSIS						
<p>FY14 non-salary costs for this program are recommended to decrease 1.9% under current budgeted levels.</p> <p>FY14 revenues are recommended to remain static compared to current budgeted amounts for this program.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. There are no issues identified for this program. 2. 3. 4. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. There is a request for one vehicle replacement. 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Custodial Services (15H)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
238-A Custodial & Security Coordinator		1.00	1.00	1.00	1.00	1.00
238-A Custodial Coordinator						
162-C Lead Custodial Worker		2.00	2.00	2.00	2.00	-
130-C Custodial Worker		9.05	9.05	8.60	8.60	10.60
TOTAL POSITIONS		12.05	12.05	11.60	11.60	11.60
REVENUE SUMMARY:						
Intergovernmental	\$	645	\$ 750	\$ 700	\$ 700	\$ 700
Miscellaneous		717	700	415	515	515
TOTAL REVENUES		\$1,362	\$1,450	\$1,115	\$1,215	\$1,215
APPROPRIATION SUMMARY:						
Personal Services	\$	531,847	\$585,165	\$583,592	\$607,874	\$607,874
Equipment		1,135	6,000	5,190	4,700	4,700
Expenses		2,030	1,950	2,500	2,800	2,800
Supplies		35,567	36,000	34,000	36,500	36,500
TOTAL APPROPRIATIONS		\$570,579	\$629,115	\$625,282	\$651,874	\$651,874
ANALYSIS						
<p>FY14 non-salary costs for this program are recommended to increase 0.1% over current budgeted levels.</p> <p>FY14 revenues are recommended to remain static compared to current budgeted amounts for this program.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. There are no issues identified for this program. 2. 3. 4. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. There are no capital, personnel or vehicle changes impacting this program budget. 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		\$102,718	\$102,600	\$99,000	\$99,000	\$99,000
Fees and Charges		25,335	13,500	10,000	11,000	11,000
Miscellaneous		1,704	100	100	100	100
TOTAL REVENUES		\$129,757	\$116,200	\$109,100	\$110,100	\$110,100
APPROPRIATION SUMMARY:						
Personal Services		\$334,899	\$358,967	\$374,925	\$410,562	\$410,562
Equipment		79	750	750	33,500	33,500
Expenses		349,218	395,850	391,850	394,800	394,800
Supplies		22,103	50,800	56,900	60,350	60,350
TOTAL APPROPRIATIONS		\$706,299	\$806,367	\$824,425	\$899,212	\$899,212
ANALYSIS						
<p>FY14 non-salary costs for this program are recommended to decrease 6.9% under current budgeted levels.</p> <p>FY14 revenues are recommended to decline compared to current budgeted amounts for this program.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1.Revenues for this program continue to decline as state reimbursement rates fluctuate (typically downward) and we emphasis avoiding printing when possible. 2. Postage rates continue to rise and efforts to control costs and comply with reduced pre-sort rate requirements become increasingly difficult. Overall postage costs are down due to reduced large mailings and reduced numbers in general. 3. 4. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. There are no capital, personnel or vehicle changes impacting this program budget. 						

Health Department

Ed Rivers, Director



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

ACTIVITY/SERVICE:	Ambulance Licensing and Coverage Area	DEPARTMENT:	Health/20G		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$95,551
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	Projected
Number of ambulance services required to be licensed in Scott County.	8	8	8	8	
Number of ambulance service applications delivered according to timelines.	8	8	8	8	
Number of ambulance service applications submitted according to timelines.	8	8	8	8	
Number of ambulance service licenses issued prior to the expiration date of the current license.	8	8	8	8	

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 Projected
OUTCOME:	EFFECTIVENESS:				
Provide licensure assistance to all ambulance services required to be licensed in Scott County.	Applications will be delivered to the services at least 90 days prior to the requested effective date of the license.	100%	100%	100%	100%
Ensure prompt submission of applications.	Completed applications will be received at least 60 days prior to the requested effective date of the license.	100%	100%	100%	100%
Ambulance licenses will be issued according to Scott County Code.	Licenses are issued to all ambulance services required to be licensed in Scott County prior to the expiration date of the current license.	100%	100%	100%	100%

ACTIVITY/SERVICE:	Animal Bite Rabies Risk Assessment and Recommender		DEPARTMENT:	Health/20S	
BUSINESS TYPE:	Service Enhancement		RESIDENTS SERVED:		
BOARD GOAL:	Foster Healthy Communities		FUND:	01 General	BUDGET: \$42,694
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of exposures that required a rabies risk assessment.		141	131	131	130
Number of exposures that received a rabies risk assessment.		141	131	131	124
Number of exposures determined to be at risk for rabies that received a recommendation for rabies post-exposure prophylaxis.		140	131	131	124
Number of health care providers notified of their patient's exposure and rabies recommendation.		56	61	61	58
Number of health care providers sent a rabies treatment instruction sheet at the time of notification regarding their patient's exposure.		56	61	61	58

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Provide a determination of rabies risk exposure and recommendations.	Reported exposures will receive a rabies risk assessment.	100%	100%	100%	95%
Provide a determination of rabies risk exposure and recommendations.	Exposures determined to be at risk for rabies will have a recommendation for rabies post-exposure prophylaxis.	99%	100%	100%	100%
Health care providers will be informed about how to access rabies treatment.	Health care providers will be sent an instruction sheet on how to access rabies treatment at the time they are notified of their patient's bite/exposure.	100%	100%	100%	100%

ACTIVITY/SERVICE:	Board of Health Meeting and Activity Support	DEPARTMENT:	Health/20R	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET: \$5,658
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
		2013-14 PROJECTED		
Annual Report		1	1	1
Minutes of the BOH Meeting		12	11	11
BOH Contact and Officer Informational Report		1	1	1

PROGRAM DESCRIPTION:

Iowa Code Chapter 137 requires each county maintain a Local Board of Health.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Provide guidance, information and updates to Board of Health as required by Iowa Code Chapter 137.	Board of Health will meet at least six times per year as required by law.	12	11	11	10

ACTIVITY/SERVICE:	Child Health Program	DEPARTMENT:	Health/20T	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET: \$442,437
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
		2013-14 PROJECTED		
Number of families who were informed/reinformed.		7643	7393	7393
Number of families who received an inform/reinform completion.		4097	3765	3765
Number of children in agency home.		1844	1218	1218
Number of children with a medical home as defined by the Iowa Department of Public Health.		1394	1067	1067
				1100

PROGRAM DESCRIPTION:

Promote health care for children from birth through age 21 through services that are family-centered, community based, collaborative, comprehensive, coordinated, culturally competent and developmentally appropriate.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Ensure Scott County families (children) are informed of the services available through the Early Periodic Screening Diagnosis and Treatment EPSDT Program.	Families will be contacted to ensure they are aware of the benefits available to them through the EPSDT program through the inform/reinform completion process.	54%	51%	51%	55%
Ensure Early Periodic Screening Diagnosis and Treatment EPSDT Program participants have a routine source of medical care.	Children in the EPSDT Program will have a medical home.	76%	88%	88%	85%

ACTIVITY/SERVICE:	Childhood Lead Poisoning Prevention		DEPARTMENT:	Health/20S	
BUSINESS TYPE:	Core Service		RESIDENTS SERVED:		
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$170,468
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of children with a capillary blood lead level of greater than or equal to 15 ug/dl.		27	25	25	22
Number of children with a capillary blood lead level of greater than or equal to 15 ug/dl who receive a venous confirmatory test.		27	25	25	21
Number of children who have a confirmed blood lead level of greater than or equal to 15 ug/dl.		10	19	19	15
Number of children who have a confirmed blood lead level of greater than or equal to 15 ug/dl who have a home nursing or outreach visit.		10	19	19	14
Number of children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.		6	13	13	8
Number of children who have a confirmed blood lead level of greater than or equal to 20 ug/dl who have a complete medical evaluation from a physician.		6	13	13	8
Number of environmental investigations completed for children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.		11	17	17	10
Number of environmental investigations completed, within IDPH timelines, for children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.		11	17	17	10
Number of environmental investigations completed for children who have two confirmed blood lead levels of 15-19 ug/dl.		2	6	6	4
Number of environmental investigations completed, within IDPH timelines, for children who have two confirmed blood lead levels of 15-19 ug/dl.		2	6	6	4
Number of open lead properties.		16	21	21	20
Number of open lead properties that receive a reinspection.		NA	48	48	20
Number of open lead properties that receive a reinspection every six months.		16	48	48	18
Number of lead presentations given.		9	6	6	5

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Children identified with blood lead levels greater than or equal to 10 micrograms per deciliter receive services as appropriate for the blood lead level.	Children with capillary blood lead levels greater than or equal to 15 ug/dl receive confirmatory venous blood lead measurements.	100%	100%	100%	95%
Children identified with blood lead levels greater than or equal to 10 micrograms per deciliter receive services as appropriate for the blood lead level.	Ensure children with confirmed blood lead levels greater than or equal to 15 ug/dl receive a home nursing or outreach visit.	100%	100%	100%	93%
Children identified with blood lead levels greater than or equal to 10 micrograms per deciliter receive services as appropriate for the blood lead level.	Ensure children with venous blood lead levels greater than or equal to 20 ug/dl receive a complete medical evaluation from a physician.	100%	100%	100%	100%
Assure that elevated blood lead inspections are conducted by certified elevated blood lead inspectors/risk assessors employed by or under contract with a certified elevated blood lead inspection agency.	Complete environmental investigations for children having a single venous blood lead level greater than or equal to 20 ug/dl according to required timelines.	100%	100%	100%	100%
Assure that elevated blood lead inspections are conducted by certified elevated blood lead inspectors/risk assessors employed by or under contract with a certified elevated blood lead inspection agency.	Complete environmental investigations of homes associated with children who have two venous blood lead levels of 15-19 ug/dl according to required timelines.	100%	100%	100%	100%
Ensure that lead-based paint hazards identified in dwelling units associated with an elevated blood lead child are corrected.	Ensure open lead inspections are re-inspected every six months.	100%	100%	100%	90%
Assure the provision of a public health education program about lead poisoning and the dangers of lead poisoning to children.	By June 30, five presentations on lead poisoning will be given to target audiences.	180%	120%	120%	100%

ACTIVITY/SERVICE:	CLIA	DEPARTMENT:	Health/20S		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$21,737
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of gonorrhea tests completed at SCHD.		617	639	639	600
Number of results of gonorrhea tests from SHL that match SCHD results.		608	625	625	588
Number lab proficiency tests interpreted.		15	15	15	15
Number of lab proficiency tests interpreted correctly.		10	15	15	14

PROGRAM DESCRIPTION:

Meeting lab standards as required by the Clinical Laboratory Improvement Act (Department of Health and Human Services, 42 CFR, part 405).

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Ensure accurate lab testing and analysis.	Onsite gonorrhea results will match the State Hygienic Laboratory (SHL) results.	99%	98%	98%	98%
Ensure accurate lab testing and analysis.	Proficiency tests will be interpreted correctly.	67%	100%	100%	93%

ACTIVITY/SERVICE:	Communicable Disease	DEPARTMENT:	Health/20S		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$93,669
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of communicable diseases reported.		3926	3157	3157	3200
Number of reported communicable diseases requiring investigation.		404	276	276	275
Number of reported communicable diseases investigated according to IDPH timelines.		404	276	276	275
Number of reported communicable diseases required to be entered into IDSS.		404	276	276	275
Number of reported communicable diseases required to be entered into IDSS that were entered within 3 business days.		404	276	276	260

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Stop or limit the spread of communicable diseases.	Initiate communicable disease investigations of reported diseases according to Iowa Department of Public Health guidelines.	100%	100%	100%	100%
Assure accurate and timely documentation of communicable diseases.	Cases requiring follow-up will be entered into IDSS (Iowa Disease Surveillance System) within 3 business days.	100%	100%	100%	95%

ACTIVITY/SERVICE:	Correctional Health	DEPARTMENT:	Health/20F		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$1,517,094
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of inmates in the jail greater than 14 days.		1185	1035	1035	1166
Number of inmates in the jail greater than 14 days with a current health appraisal.		377	1027	1027	1142
Number of inmate health contacts.		12618	13888	13888	14650
Number of inmate health contacts provided in the jail.		12234	13640	13640	13185
Number of medical requests received.		NA	5785	5785	5800
Number of medical requests responded to within 48 hours.		NA	5756	5756	5742

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Inmates are screened for medical conditions that could impact jail operations.	Inmates who stay in the facility greater than 14 days will have a current health appraisal (within 1st 14 days or within 90 days of current incarceration date).	32%	99%	99%	98%
Medical care is provided in a cost-effective, secure environment.	Maintain inmate health contacts within the jail facility.	97%	98%	98%	90%
Assure timely response to inmate medical requests.	Medical requests are reviewed and responded to within 48 hours.	NA	99%	99%	99%

ACTIVITY/SERVICE:	Dental Audits	DEPARTMENT:	Health/20T		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$3,776
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of kindergarten students.		2360	2345	2345	2136
Dental Screening.		2351	2333	2333	2115
Number of ninth grade students.		2313	2255	2255	2510
Number of ninth grade students with a completed Certificate of Dental Screening.		1211	1964	1964	2309

PROGRAM DESCRIPTION:

Assure that all Scott county public and accredited non-public schools have a completed dental screening form on file for all students entering kindergarten and ninth grade. Iowa Code Chapter 135.17

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure compliance with Iowa's Dental Screening Mandate.	Students entering kindergarten will have a valid Certificate of Dental Screening.	99.6%	99%	99%	99%
Assure compliance with Iowa's Dental Screening Mandate.	Students entering ninth grade will have a valid Certificate of Dental Screening.	52%	87.5%	88%	92%

ACTIVITY/SERVICE:	Early Access	DEPARTMENT:	Health/20T		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$4,548
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of families eligible for SCHD Early Access services.		7	9	9	8
Number of families that accept SCHD Early Access services.		3	4	4	5
Number of families that accept SCHD Early Access services that are contacted within three business days.		3	4	4	5

PROGRAM DESCRIPTION:

Provide developmental evaluation for children with elevated blood lead levels.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure families that accept the services of the SCHD Early ACCESS program receive contact for program implementation.	Families will be contacted within three business days after accepting SCHD Early ACCESS services.	100%	100%	100%	100%

ACTIVITY/SERVICE:	Employee Health	DEPARTMENT:	Health/20S	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET: \$44,859
OUTPUTS	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of employees eligible to receive annual hearing tests.	144	175	175	130
Number of employees who receive their annual hearing test or sign a waiver.	54	175	175	130
Number of employees eligible for Hepatitis B vaccine.	16	41	41	20
Number of employees eligible for Hepatitis B vaccine who received the vaccination, had a titer drawn, produced record of a titer or signed a waiver within 3 weeks of their start date.	16	41	41	18
Number of eligible new employees who received blood borne pathogen training.	10	19	19	19
Number of eligible new employees who received blood borne pathogen training within 3 weeks of their start date.	10	19	19	17
Number of employees eligible to receive annual blood borne pathogen training.	144	248	248	240
Number of eligible employees who receive annual blood borne pathogen training.	144	245	245	235
Number of employees eligible for tuberculosis screening who receive a pre-employment physical.	10	18	18	15
Number of employees eligible for tuberculosis screening who receive a pre-employment physical that includes a tuberculosis screening.	10	18	18	15
Number of employees eligible for tuberculosis screening who receive a booster screening within four weeks of their pre-employment screening.	10	15	15	13
Number of employees eligible to receive annual tuberculosis training.	144	248	248	240
Number of eligible employees who receive annual tuberculosis training.	144	245	245	235

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Minimize employee risk for work related hearing loss.	Eligible employees will receive their hearing test or sign a waiver annually.	38%	100%	100%	100%
Minimize the risk of workplace exposure to blood borne pathogens.	Eligible employees will receive Hepatitis B vaccination, have titer drawn, produce record of a titer or sign a waiver of vaccination or titer within 3 weeks of their start date.	100%	100%	100%	90%
Minimize the risk of workplace exposure to blood borne pathogens.	Eligible new employees will receive blood borne pathogen education within 3 weeks of their start date.	100%	100%	100%	89%
Minimize the risk of workplace exposure to blood borne pathogens.	Eligible employees will receive blood borne pathogen education annually.	100%	99%	99%	98%
Early identification of employees for possible exposure to tuberculosis.	Eligible new hires will be screened for tuberculosis during pre-employment physical.	100%	100%	100%	100%
Early identification of employees for possible exposure to tuberculosis.	Eligible new employees will receive a booster screening for tuberculosis within four weeks of their initial screen.	100%	83%	83%	87%
Early identification of employees for possible exposure to tuberculosis.	Eligible employees will receive tuberculosis education annually.	100%	99%	99%	98%

ACTIVITY/SERVICE:	Food Establishment Licensing and Inspection	DEPARTMENT:	Health/20U	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET: \$335,576
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
		2013-14 PROJECTED		
Number of inspections required.		1424	1596	1596
Number of inspections completed.		1424	1596	1596
Number of inspections with critical violations noted.		NA	613	613
Number of critical violation reinspections completed.		NA	672	672
Number of critical violation reinspections completed within 10 days of the initial inspection.		NA	654	654
Number of inspections with non-critical violations noted.		NA	650	650
Number of non-critical violation reinspections completed.		NA	692	692
Number of non-critical violation reinspections completed within 90 days of the initial inspection.		NA	683	683
Number of complaints received.		50	129	129
Number of complaints investigated according to Nuisance Procedure timelines.		50	129	129
Number of complaints investigated that are justified.		38	68	68
Number of temporary vendors who submit an application to operate.		311	328	328
Number of temporary vendors licensed to operate prior to the event.		311	327	327

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Meet SCHD's contract obligations with the Iowa Department of Inspections and Appeals.	Food Establishment inspections will be completed annually.	100%	100%	100%	100%
Ensure compliance with the food code.	Critical violation reinspections will be completed within 10 days of the date of inspection.	NA	97%	97%	95%
Ensure compliance with the food code.	Non-critical violation reinspections will be completed within 90 days of the date of inspection.	NA	99%	99%	95%
Ensure compliance with the food code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	100%	100%	100%	100%
Temporary vendors will be conditionally approved and licensed based on their application.	Temporary vendors will have their license to operate in place prior to the event.	100%	100%	100%	95%

ACTIVITY/SERVICE:	Grant Management	DEPARTMENT:	Health/20T		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$661,827
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of subcontracts issued.		12	10	10	10
Number of subcontracts issued according to funder guidelines.		12	10	10	10
Number of subcontractors.		6	4	4	5
Number of subcontractors that received an annual programmatic review.		6	3	3	5

PROGRAM DESCRIPTION:

Assure compliance with grant requirements-programmatically and financially.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Delivery of public health services through subcontract relationships with community partners.	Subcontracts will be issued according to funder guidelines.	100%	100%	100%	100%
Subcontractors will be educated and informed about the expectations of their subcontract.	Subcontractors will receive an annual programmatic review.	100%	75%	75%	100%

ACTIVITY/SERVICE:	Healthy Child Care Iowa	DEPARTMENT:	Health/20S	
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:		
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET: \$100,776
OUTPUTS	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of technical assistance requests received from centers.	41	114	114	115
Number of technical assistance requests received from child care homes.	24	58	58	60
Number of technical assistance requests from centers responded to.	41	114	114	115
Number of technical assistance requests from day care homes responded to.	24	58	58	60
Number of technical assistance requests from centers that are resolved.	36	114	114	114
Number of technical assistance requests from child care homes that are resolved.	24	57	57	58
Number of child care providers who attend training.	112	202	202	200
Number of child care providers who attend training and report that they have gained valuable information that will help them to make their home/center safer and healthier.	112	202	202	200

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:			
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from centers are responded to.	100%	100%	100%
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from day care homes are responded to.	100%	100%	100%
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from centers are resolved.	88%	100%	99%
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from day care homes are resolved.	100%	98%	97%
Safe, healthy child care environments for all children, including those with special health needs.	Child care providers attending trainings report that the training will enable them to make their home/center/ preschool safer and healthier.	100%	100%	100%

ACTIVITY/SERVICE:	Hotel/Motel Program	DEPARTMENT:	Health/20U		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$6,541
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of licensed hotels/motels.		40	42	42	39
Number of licensed hotels/motels requiring inspection.		33	21	21	18
Number of licensed hotels/motels inspected by December 31.		33	9	9	18
Number of inspected hotels/motels with violations.		0	1	1	3
Number of inspected hotels/motels with violations reinspected.		0	1	1	3
Number of inspected hotels/motels with violations reinspected within 30 days of the inspection.		0	1	1	3
Number of complaints received.		1	6	6	6
Number of complaints investigated according to Nuisance Procedure timelines.		1	6	6	6
Number of complaints investigated that are justified.		1	6	6	4

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure compliance with Iowa Administrative Code.	Licensed hotels/motels will have an inspection completed by December 31 according to the bi-yearly schedule.	100%	43%	43%	100%
Assure compliance with Iowa Administrative Code.	Licensed hotels/motels with identified violations will be reinspected within 30 days.	NA	100%	100%	100%
Assure compliance with Iowa Administrative Code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	100%	100%	100%	100%

ACTIVITY/SERVICE:	Immunization Audits	DEPARTMENT:	Health/20S		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$17,279
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of school immunization records audited.		29370	29239	29239	29300
Number of school immunization records up-to-date.		29145	29003	29003	27835
Number of preschool and child care center immunization records audited.		4358	4401	4401	4000
Number of preschool and child care center immunization records up-to-date.		4015	4164	4164	3800

PROGRAM DESCRIPTION:

Immunization record audit of all children enrolled in an elementary, intermediate or secondary schools in Scott County. Immunization record audit of all licensed preschool/child care facilities in Scott County. IAC 641 Chapter 7.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure that all schools, preschools and child care centers have up-to-date immunization records.	School records will show up-to-date immunizations.	99%	99%	99%	95%
Assure that all schools, preschools and child care centers have up-to-date immunization records.	Preschool and child care center records will show up-to-date immunizations.	92%	95%	95%	95%

ACTIVITY/SERVICE:	Immunization Clinic	DEPARTMENT:	Health/20S		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$183,590
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of two year olds seen at the SCHD clinic.		161	75	75	75
Number of two year olds seen at the SCHD clinic who are up-to-date with their vaccinations.		154	73	73	73
Number of doses of vaccine shipped to SCHD.		3590	3450	3450	3000
Number of doses of vaccine wasted.		2	11	11	30

PROGRAM DESCRIPTION:

Immunizations are provided to children birth through 18 years of age, in Scott County, who qualify for the federal Vaccine for Children (VFC) program as provider of last resort. IAC 641 Chapter 7.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure that clients seen at the Scott County Health Department receive the appropriate vaccinations.	Two year olds seen at the Scott County Health Department are up-to-date with their vaccinations.	96%	97%	97%	97%
Assure that vaccine is used efficiently.	Vaccine wastage as reported by the Iowa Department of Public Health will not exceed contract guidelines.	<.01%	0.3%	0.3%	1.0%

ACTIVITY/SERVICE:	Injury Prevention	DEPARTMENT:	Health/20G		
BUSINESS TYPE:	Service Enhancement	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$48,139
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Injury data agreements in place.		0	2	2	2
Number of community-based injury prevention meetings and events.		36	42	42	36
Number of community-based injury prevention meetings and events with a SCHD staff member in attendance.		36	42	42	36

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Work with Genesis and Trinity to develop a data stream for unintentional injuries in Scott County.	Agreement will be in place to receive unintentional injury data directly from Genesis and Trinity by June 30, 2014.	0%	100%	100%	100%
Assure a visible presence for the Scott County Health Department at community-based injury prevention initiatives.	A SCHD staff member will be present at community-based injury prevention meetings and events. (Safe Kids/Safe Communities, Senior Fall Prevention, CARS)	100%	100%	100%	100%

ACTIVITY/SERVICE:	I-Smile Dental Home Project	DEPARTMENT:	Health/20T		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$128,443
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of practicing dentists in Scott County.		109	112	112	110
Number of practicing dentists in Scott County accepting Medicaid enrolled children as clients.		26	27	27	29
Number of children in agency home.		1844	1218	1218	1300
Number of children with a dental home as defined by the Iowa Department of Public Health.		819	646	646	700

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure a routine source of dental care for Medicaid enrolled children in Scott County.	Scott County practicing dentists who are accepting Medicaid enrolled children into their practice.	24%	24%	24%	26%
Ensure EPSDT Program participants have a routine source of dental care.	Children in the EPSDT Program will have a dental home.	44%	53%	53%	54%

ACTIVITY/SERVICE:	Medical Examiner	DEPARTMENT:	Health/20G		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$358,861
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of deaths in Scott County.		1579	1549	1549	1550
Number of deaths in Scott County deemed a Medical Examiner case.		216	189	189	200
Number of Medical Examiner cases with a cause and manner of death determined.		216	189	189	198

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Deaths which are deemed to potentially affect the public interest will be investigated according to Iowa Code.	Cause and manner of death for medical examiner cases will be determined by the medical examiner.	100%	100%	100%	99%

ACTIVITY/SERVICE:	Mosquito Surveillance	DEPARTMENT:	Health/20U		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$28,889
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of weeks in arboviral disease surveillance season.		17	18	18	18
Number of weeks in arboviral disease surveillance season where sentinel chickens are bled and blood submitted to SHL.		17	18	18	18
Number of weeks in arboviral disease surveillance season where mosquitoes are collected every week day and sent to ISU.		17	18	18	18

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Conduct environmental surveillance of mosquitoes and sentinel chickens in order to detect the presence of arboviruses to help target prevention and control messages.	Sentinel chickens are bled every week during arboviral disease surveillance season and blood samples are submitted to the State Hygienic Laboratory.	100%	100%	100%	100%
Conduct environmental surveillance of mosquitoes and sentinel chickens in order to detect the presence of arboviruses to help target prevention and control messages.	Mosquitoes are collected from the New Jersey light traps every week day during arboviral disease surveillance season and the mosquitoes are sent weekly to Iowa State University for speciation.	100%	100%	100%	100%

ACTIVITY/SERVICE:	Onsite Wastewater Program	DEPARTMENT:	Health/20U		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$157,927
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of septic systems installed.		108	113	113	120
Number of septic systems installed which meet initial system recommendations.		108	111	111	114
Number of septic samples collected.		1105	278	278	300
Number of septic samples deemed unsafe.		8	16	16	15
Number of unsafe septic sample results retested.		0	7	7	15
Number of unsafe septic sample results retested within 30 days.		0	0	0	11
Number of complaints received.		5	6	6	10
Number of complaints investigated.		5	6	6	10
Number of complaints investigated within working 5 days.		5	6	6	9
Number of complaints investigated that are justified.		5	5	5	9

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure the proper installation of septic systems.	Approved installations will meet initial system recommendations.	100%	98%	98%	95%
Assure the safe functioning of septic systems.	Unsafe septic sample results will be retested within 30 days.	0%	0%	0%	73%
Assure the safe functioning of septic systems.	Complaints will be investigated within 5 working days of the complaint.	100%	100%	100%	90%

ACTIVITY/SERVICE:	Perinatal Hepatitis B Program	DEPARTMENT:	Health/20S		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$2,463
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of cases of perinatal Hepatitis B reported.		3	3	3	3
Number of cases of perinatal Hepatitis B who receive verbal and written communication regarding HBV prevention.		3	3	3	3
Number of cases of perinatal Hepatitis B who receive verbal and written communication regarding HBV prevention within 5 business days.		3	3	3	3
Number of cases of perinatal Hepatitis B who received education that have recommendations sent to birthing facility and pediatrician.		3	3	3	3

PROGRAM DESCRIPTION:

Provide case management and follow up for expectant mothers with Hepatitis B to prevent perinatal transmission. IAC 139

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Prevent perinatal transmission of Hepatitis B.	Reported perinatal cases will receive verbal and written communication on HBV and HBV prevention for the baby within 5 business days.	100%	80%	100%	100%
Prevent perinatal transmission of Hepatitis B.	Perinatal Hep B cases will have recommendations sent to birthing facility and pediatrician.	100%	100%	100%	100%

ACTIVITY/SERVICE:	Public Education and Communication	DEPARTMENT:	Health		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$145,440
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of consumers receiving face-to-face educational information about physical, behavioral, environmental, social, economic or other issues affecting health.		5633	7346	7346	7500
Number of consumers receiving face-to-face education reporting the information they received will help them or someone else to make healthy choices.		5432	6581	6581	6750

PROGRAM DESCRIPTION:

Education the community through a variety of methods including media, marketing venues, formal educational presentations, health fairs, training, etc.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Scott County residents will be educated on issues affecting health.	Consumers receiving face-to-face education report that the information they received will help them or someone else to make healthy choices.	96%	90%	90%	90%

ACTIVITY/SERVICE:	Non-Public Health Nursing	DEPARTMENT:	Health/20S		
BUSINESS TYPE:	Service Enhancement	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$58,009
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of students identified with a deficit through a school-based screening.		47	57	57	60
Number of students identified with a deficit through a school-based screening who receive a referral.		47	57	57	60
Number of requests for direct services received.		142	203	180	200
Number of direct services provided based upon request.		142	203	180	200

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Deficits that affect school learning will be identified.	Students identified with a deficit will receive a referral.	100%	100%	100%	100%
Provide direct services for each school as requested.	Requests for direct services will be provided.	100%	100%	100%	100%

ACTIVITY/SERVICE:	Public Health Nuisance	DEPARTMENT:	Health/20U		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$72,175
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of complaints received.		209	167	167	170
Number of complaints justified.		181	90	90	92
Number of justified complaints resolved.		175	86	86	83
Number of justified complaints requiring legal enforcement.		6	6	6	10
Number of justified complaints requiring legal enforcement that were resolved.		6	5	5	9

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Ensure compliance with state, county and city codes and ordinances.	Justified complaints will be resolved.	97%	96%	96%	90%
Ensure compliance with state, county and city codes and ordinances.	Justified complaints requiring legal enforcement will be resolved.	100%	83%	83%	90%

ACTIVITY/SERVICE:	Public Health Preparedness	DEPARTMENT:	Health/20G		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$154,898
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of drills/exercises held.		5	2	2	2
Number of after action reports completed.		1	2	2	2
Number of benefit-eligible employees.		41	39	39	42
Number of benefit-eligible employees with position appropriate NIMS training.		41	39	39	42
Number of newly hired benefit-eligible employees.		0	3	3	2
Number of newly hired benefit-eligible employees who provide documentation of completion of position appropriate NIMS training.		0	3	3	2

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure efficient response to public health emergencies.	Department will participate in two emergency response drills or exercises annually.	250%	100%	100%	100%
Assure efficient response to public health emergencies.	Existing benefit-eligible employees have completed position appropriate NIMS training.	100%	100%	100%	100%
Assure efficient response to public health emergencies.	Newly hired benefit-eligible employees will provide documentation of completion of position appropriate NIMS training by the end of their 6 MONTH probation period.	NA	100%	100%	100%

ACTIVITY/SERVICE:	Recycling	DEPARTMENT:	Health/20U		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$75,661
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of tons of recyclable material collected.		667.36	647.69	647.69	624
Number of tons of recyclable material collected during the same time period in previous fiscal year.		697.47	667.36	667.36	624

PROGRAM DESCRIPTION:

Provide recycling services for unincorporated Scott County.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure the use and efficiency of recycling sites to divert recyclable material from the landfill.	Volume of recyclable material collected, as measured in tons, will meet or exceed amount of material collected during previous fiscal year.	-4%	-3%	-3%	100%

ACTIVITY/SERVICE:	Solid Waste Hauler Program	DEPARTMENT:	Health/20U		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$4,480
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of individuals that collect and transport solid waste to the Scott County Landfill.		175	173	173	173
Number of individuals that collect and transport solid waste to the Scott County Landfill that are permitted.		54	173	173	173

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Control the danger to public health, safety and welfare from the unauthorized disposal/disposition of solid waste.	Individuals that collect and transport any solid waste to the Scott County Landfill will be permitted according to Scott County Code.	31%	100%	100%	100%

ACTIVITY/SERVICE:	STD/HIV Program	DEPARTMENT:	Health/20S		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$498,544
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of people who present to the Health Department for any STD/HIV service (general information, risk reduction, results, referrals, etc.)		1602	1500	1500	1600
Number of people who present for STD/HIV services.		1268	1311	1311	1300
Number of people who receive STD/HIV services.		1190	1255	1255	1235
Number of clients positive for STD/HIV.		1204	1260	1260	1200
Number of clients positive for STD/HIV requiring an interview.		300	258	258	260
Number of clients positive for STD/HIV who are interviewed.		215	175	175	195
Number of partners (contacts) identified.		212	169	169	175
Reported cases of gonorrhea, Chlamydia and syphilis treated.		1194	1247	1247	1950
Reported cases of gonorrhea, Chlamydia and syphilis treated according to treatment guidelines.		1185	1226	1226	1911

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Ensure access to testing, treatment and referral for STDs and HIV.	Provide needed clinical services to people seen at the STD clinic (testing, counseling, treatment, results and referral)	94%	96%	96%	95%
Contacts (partners) to persons positive will be identified, tested and treated for an STD in order to stop the spread of STDs.	Positive clients will be interviewed.	72%	68%	68%	75%
Ensure that persons diagnosed with gonorrhea, Chlamydia and syphilis are properly treated.	Reported cases of gonorrhea, Chlamydia, and syphilis will be treated according to guidelines.	99%	98%	98%	98%

ACTIVITY/SERVICE:	Swimming Pool/Spa Inspection Program		DEPARTMENT:	Health/20U	
BUSINESS TYPE:	Core Service		RESIDENTS SERVED:		
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$50,541
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of seasonal pools and spas requiring inspection.		54	57	57	57
Number of seasonal pools and spas inspected by June 15.		51	54	54	54
Number of year-round pools and spas requiring inspection.		89	82	82	82
Number of year-round pools and spas inspected by November 30.		89	82	82	82
Number of swimming pools/spas with violations.		126	118	118	118
Number of inspected swimming pools/spas with violations reinspected.		126	118	118	118
Number of inspected swimming pools/spas with violations reinspected within 30 days of the inspection.		103	118	118	118
Number of complaints received.		11	6	6	6
Number of complaints investigated according to Nuisance Procedure timelines.		11	6	6	6
Number of complaints investigated that are justified.		11	3	3	3

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Annual comprehensive inspections will be completed.	Inspections of seasonal pools and spas will be completed by June 15 of each year.	94%	95%	95%	95%
Annual comprehensive inspections will be completed.	Inspections of year-round pools and spas will be completed by November 30 of each year.	100%	100%	100%	100%
Swimming pool/spa facilities are in compliance with Iowa Code.	Follow-up inspections of compliance plans will be completed by or at the end of 30 days.	82%	100%	100%	100%
Swimming pool/spa facilities are in compliance with Iowa Code.	Complaints will be investigated to determine whether justified within timeline established in the Nuisance Procedure.	100%	100%	100%	100%

ACTIVITY/SERVICE:	Tanning Program	DEPARTMENT:	Health/20U		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$23,169
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of tanning facilities requiring inspection.		61	55	55	55
Number of tanning facilities inspected by April 15.		61	52	52	55
Number of tanning facilities with violations.		9	33	33	33
Number of inspected tanning facilities with violations reinspected.		9	12	12	33
Number of inspected tanning facilities with violations reinspected within 30 days of the inspection.		9	6	6	30
Number of complaints received.		1	5	5	5
Number of complaints investigated according to Nuisance Procedure timelines.		1	5	5	5
Number of complaints investigated that are justified.		1	5	5	5

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Complete annual inspection.	Yearly tanning inspections will be completed by April 15 of each year.	100%	95%	95%	100%
Tanning facilities are in compliance with Iowa Code.	Follow-up inspections will be completed within 30 days of the submission of a corrective action plan.	100%	18%	18%	91%
Tanning facilities are in compliance with Iowa Code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	100%	100%	100%	100%

ACTIVITY/SERVICE:	Tattoo Establishment Program	DEPARTMENT:	Health/20U		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$19,343
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of tattoo facilities requiring inspection.		19	16	16	16
Number of tattoo facilities inspected by April 15.		19	12	12	16
Number of tattoo facilities with violations.		3	7	7	7
Number of inspected tattoo facilities with violations reinspected.		3	5	5	7
Number of inspected tattoo facilities with violations reinspected within 30 days of the inspection.		3	3	3	7
Number of complaints received.		6	0	0	2
Number of complaints investigated according to Nuisance Procedure timelines.		6	0	0	2
Number of complaints investigated that are justified.		6	0	0	2

PROGRAM DESCRIPTION:

Memorandum of Understanding with the Iowa Department of Public Health for Annual Inspection and complaint investigation in order to assure that tattoo establishments and tattoo artists meet IDPH, IAC 641, Chapter 22 entitled Practice of Tattooing.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Complete annual inspection.	Yearly tattoo inspections will be completed by April 15 of each year.	100%	75%	75%	100%
Tattoo facilities are in compliance with Iowa Code.	Follow-up inspections will be completed within 30 days of the submission of a corrective action plan.	100%	60%	60%	100%
Tattoo facilities are in compliance with Iowa Code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	100%	NA	NA	100%

ACTIVITY/SERVICE:	Time of Transfer	DEPARTMENT:	Health/20U		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$27,444
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of real estate transactions with septic systems.		9	5	5	5
Number of real estate transactions which comply with the Time of Transfer law.		9	4	4	4
Number of real estate inspection reports completed.		9	5	5	5
Number of completed real estate inspection reports with a determination.		9	5	5	5

PROGRAM DESCRIPTION:

This is a multi-faceted program which includes: 1. survey/assessment of onsite wastewater treatment systems, 2. survey/assessment of the water supply, 3. collection of effluent samples from properties serviced by private wells, 4. collection of effluent samples from septic systems that have a discharge by design. Scott County Code, Chapter 23 entitled Private Sewage Disposal Systems.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure safe functioning septic systems.	Real estate transaction inspections will comply with the Time of Transfer law.	100%	80%	80%	80%
Assure proper records are maintained.	Real estate transaction inspection reports will have a determination.	100%	100%	100%	100%

ACTIVITY/SERVICE: Tobacco Program		DEPARTMENT: Health/20T			
BUSINESS TYPE: Core Service		RESIDENTS SERVED:			
BOARD GOAL: Foster Healthy Communities		FUND: 01 General	BUDGET:	\$145,725	
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of reported violations of the SFAA letters received.		23	1	1	8
Number of reported violations of the SFAA letters responded to.		23	1	1	8
Number of assessments of targeted facility types required.		3	2	2	2
Number of assessments of targeted facility types completed.		3	2	2	2
Number of community-based tobacco meetings.		27	22	22	16
Number of community-based tobacco meetings with a SCHD staff member in attendance.		27	22	22	16

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure understanding of the Smokefree Air Act.	Respond to letters received as reported violations of the Smokefree Air Act.	100%	100%	100%	100%
Identify current smoke-free policies throughout Scott County.	Assessments of targeted facility types will be completed according to IDPH contract requirements.	100%	100%	100%	100%
Assure a visible presence for the Scott County Health Department at community-based tobacco initiatives.	A SCHD staff member will be present at community-based tobacco meetings (TFQC Coalition, education committee, legislation/policy).	100%	100%	100%	100%

ACTIVITY/SERVICE:	Transient Non-Community Public Water Supply		DEPARTMENT:	Health/20U	
BUSINESS TYPE:	Core Service		RESIDENTS SERVED:		
BOARD GOAL:	Foster Healthy Communities		FUND:	01 General	BUDGET: \$6,494
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of TNC water supplies.		32	29	29	30
Number of TNC water supplies that receive an annual sanitary survey or site visit.		32	29	29	30

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure the safe functioning of transient non-community public water supplies.	TNCs will receive a sanitary survey or site visit annually.	100%	100%	100%	100%

ACTIVITY/SERVICE:	Vending Machine Program	DEPARTMENT:	Health/20U		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$3,366
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of vending companies requiring inspection.		9	8	8	8
Number of vending companies inspected by December 31.		9	8	8	8

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Complete annual inspections	Licensed vending companies will be inspected according to established percentage by December 31.	100%	100%	100%	100%

ACTIVITY/SERVICE:	Water Well Program	DEPARTMENT:	Health/20U	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET: \$85,937
OUTPUTS	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of wells permitted.	43	33	33	35
Number of wells permitted that meet SCC Chapter 24.	43	30	30	33
Number of wells plugged.	26	27	27	10
Number of wells plugged that meet SCC Chapter 24.	26	27	27	9
Number of wells rehabilitated.	6	5	5	7
Number of wells rehabilitated that meet SCC Chapter 24.	6	5	5	7
Number of wells tested.	91	74	74	80
Number of wells test unsafe for bacteria or nitrate.	17	29	29	10
Number of wells test unsafe for bacteria or nitrate that are corrected.	5	13	13	5

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
Assure proper water well installation.	Wells permitted will meet Scott County Code: Chapter 24, Non-Public Water Supply Wells.	100%	91%	91%	94%
Assure proper water well closure.	Plugged wells will meet Scott County Code: Chapter 24, Non-Public Water Supply Wells.	100%	100%	100%	90%
Assure proper well rehabilitation.	Permitted rehabilitated wells will meet Scott County Code: Chapter 24, Non-Public Water Supply Wells.	100%	100%	100%	100%
Promote safe drinking water.	Wells with testing unsafe for bacteria or nitrates will be corrected.	29%	45%	45%	50%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Administration (20R)		ACTUAL	BUDGET	PROJECTED	REQUEST	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 Assistant		1.00	1.00	1.00	1.00	1.00
162-A Resource Specialist		2.00	2.00	2.00	2.00	2.00
141-A Resource Assistant		3.00	3.00	3.00	3.00	3.00
TOTAL POSITIONS		8.00	8.00	8.00	8.00	8.00
REVENUE SUMMARY:						
Intergovernmental		950	0	0	0	0
Charges for Services		\$25	\$25	\$25	\$25	\$25
Miscellaneous		0	0	514	0	0
TOTAL REVENUES		\$975	\$25	\$539	\$25	\$25
APPROPRIATION SUMMARY:						
Personal Services		\$593,437	\$638,993	\$638,493	\$653,145	\$653,145
Expenses		8,466	21,680	21,680	22,835	22,835
Supplies		4,526	8,285	8,285	8,650	8,650
TOTAL APPROPRIATIONS		\$606,429	\$668,958	\$668,458	\$684,630	\$684,630
ANALYSIS						
<p>FY14 non-salary costs for this program are recommended to increase by 5%.</p> <p>There are no revenues credited to this program other than charges for copies made within the Department.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. There are no issues identified for 20R. 2. 3. 4. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. There are no capital, personnel, or vehicle changes impacting this program budget. 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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	1.20	1.20	1.20	1.20
TOTAL POSITIONS		8.75	9.65	9.65	9.65	9.65
REVENUE SUMMARY:						
Intergovernmental		\$112,132	\$69,650	\$131,104	\$59,000	\$59,000
Miscellaneous		2,158	4,250	6,250	4,250	4,250
TOTAL REVENUES		\$114,290	\$73,900	\$137,354	\$63,250	\$63,250
APPROPRIATION SUMMARY:						
Personal Services		\$728,192	\$857,325	\$857,226	\$855,083	\$855,083
Expenses		813,218	1,027,475	1,079,200	1,035,751	1,035,751
Supplies		16,656	20,200	20,200	19,420	19,420
TOTAL APPROPRIATIONS		\$1,558,066	\$1,905,000	\$1,956,626	\$1,910,254	\$1,910,254
ANALYSIS						
<p>FY14 non-salary costs for this program are recommended to decrease 4% from the budgeted estimate and a slight increase from the budgeted amount due to the Department's emergency preparedness grant.</p> <p>Revenue is projected to increase 18% as compared to FY13's original budget, however a 54% decrease is anticipated as compared to the FY13 amended budget as a result of changes to the Department's Preparedness Grant. List issues for FY14 budget:</p> <ol style="list-style-type: none"> 20D-The expenditures for autopsies continue to increase. In FY12, the autopsies line item exceeded the budgeted figure, but was offset by decreased transportation costs. In FY13 and FY14, dollars have been shifted from the transportation line item to the autopsies line item. In addition, dollars from other line items were moved to this line to provide additional spending authority. Scott County medical examiners are continuing to scrutinize deaths to determine whether an autopsy is needed. 20D-The deputy medical examiner staff has decreased by one, with Dr. Robert Knudson not being reappointed. Dr. Harre may need to secure an additional deputy ME to support the caseload, resulting in additional training expenses. 20F- The United Health Care Project for processing medical claims for inmates continues to save the county dollars. The line items associated with inmate medical care remained the same or increased. As reimbursement moves to more DRGs, diagnosis related groups, the ability to separate bills by day may become more complicated. This billing practice has already resulted in Scott County paying care provided after an inmate has been released from custody while that individual was still hospitalized. 20F-The Affordable Care Act has the potential to impact dollars as more individuals entering the jail may have health insurance. Working through the changes as well as the rules which impact public insurance payment for care while incarcerated will need to be done. 20G - The Public Health Preparedness grant is undergoing a change as the state switches from regions to health care coalitions and revenue received from the federal government through the Iowa Department of Public Health decreases. The budgeted revenue for the Preparedness grant was an estimated guess. Revenue will also be passed to partners through a coalition fiscal agent. The Department anticipates being that fiscal agent and needing to utilize the sub-recipient line item in FY14. 20G - In anticipation of decreased dollars, the Department has begun to identify ongoing costs that have been reimbursed by the Public Health Preparedness grant and looked to shift those into the overall budget-storage costs, duty officer pagers, etc. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> The Department requested replacement of one two-door class 5 vehicle and movement of the radio charger. The Department requested \$75,000 capital expense to support a consultant/study of the EMS System in Scott County. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		-	-	-	-	-
Z Health Services Professional		0.60	0.60	0.72	0.72	0.72
TOTAL POSITIONS		10.35	10.35	10.47	10.47	10.47
REVENUE SUMMARY:						
Intergovernmental		\$179,163	\$182,700	\$172,484	\$171,270	\$171,270
Fees and Charges		11,951	11,300	11,800	11,800	11,800
Miscellaneous		698	1,000	1,000	1,000	1,000
TOTAL REVENUES		\$191,812	\$195,000	\$185,284	\$184,070	\$184,070
APPROPRIATION SUMMARY:						
Personal Services		\$784,211	\$862,965	\$864,265	\$844,142	\$844,142
Equipment		-	-	-	-	-
Expenses		112,025	138,225	131,763	142,287	142,287
Supplies		12,908	15,910	15,910	15,530	15,530
TOTAL APPROPRIATIONS		\$909,144	\$1,017,100	\$1,011,938	\$1,001,959	\$1,001,959
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase 2.4% as compared to original FY13 budget figures and 6.9% as compared to projected FY13 numbers.						
FY14 revenues will decrease 5.6% as compared to original FY13 budget figures, but only .6% as compared to FY13 projected numbers.						
List issues for FY14 budget:						
1. Effective January 1, 2013, Community Health Care Inc. will no longer be a subrecipient of the Immunization Grant. This has resulted in decreased revenue for the Immunization Program, but will have a positive impact on staff time.						
2. Edgerton Women's Health Center has received additional immunization dollars to be used which will impact the timing of spending for their portion of the January 1-December 31 grant, with the majority of spending occurring in FY14 rather than the second half of FY13 as had been in the past.						
3. The Department received a new HIV grant which starts January 1, 2013. A subcontract with The Project will be entered into for additional HIV testing, etc. While this is a community partner the Department has worked with in the past, it is the first time that the Department has entered into a contractual relationship with the agency. The grant runs on a calendar year.						
4. The Department will be undergoing a Medicaid billing assessment in the Winter of 2013. The results of the assessment as well as some changes to Medicaid rules may open new sources of revenue to support immunizations. The Affordable Care Act may have an impact on the immunization and STD programs-client numbers as well as financial support.						
List capital, personnel and vehicle changes:						
1. There are no capital, personnel, or vehicle changes impacting this program budget.						
2.						
3.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		3.60	3.60	3.60	3.60	3.60
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		7.60	7.60	7.60	7.60	7.60
REVENUE SUMMARY:						
Intergovernmental		\$1,079,144	\$1,008,558	\$1,048,279	\$1,020,290	\$1,020,290
TOTAL REVENUES		\$1,079,144	\$1,008,558	\$1,048,279	\$1,020,290	\$1,020,290
APPROPRIATION SUMMARY:						
Personal Services		\$483,514	\$552,275	\$585,291	\$597,537	\$597,537
Expenses		756,436	749,008	784,423	749,610	749,610
Supplies		943	2,235	2,235	1,800	1,800
TOTAL APPROPRIATIONS		\$1,240,893	\$1,303,518	\$1,371,949	\$1,348,947	\$1,348,947
ANALYSIS						
<p>FY14 non-salary costs for this program are recommended to decrease 4.5% from the projected FY13 budget, but remain flat from the original FY13 budget. The decrease can be attributed primarily to spending that occurred late in the federal fiscal year for the Community Transformation Grant.</p> <p>There revenue associated with this program is expected to increase 1.2% as compared to the original FY13 budget, but decrease 2.7% as compared to the projected FY13 budget. This difference is again largely related to the spending of the first year of the Community Transformation Grant. In addition, teen outreach dollars associated with the Children's Health Insurance Program (hawk-i) will be ending.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. There are potential grant decreases from the Iowa Department of Public Health, particularly related to programs that have federal dollars included. 2. Child Health/Care for Kids Program continues to grow (revenue neutral program). Department requests a 9.1% increase in expenditure line item for Medicaid Transportation. 3. Community Transformation Grant continues to evolve, as do program requirements. Department continuing to make adjustments based upon new requirements. 4. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. There are no capital, personnel, or vehicle changes impacting this program budget. 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		\$35,277	\$44,720	\$48,520	\$35,820	\$35,820
Licenses and Permits		337,776	340,800	337,813	345,100	345,100
Fees and Charges		20,314	22,500	16,000	21,000	21,000
Miscellaneous		606	500	500	700	700
TOTAL REVENUES		\$393,973	\$408,520	\$402,833	\$402,620	\$402,620
APPROPRIATION SUMMARY:						
Personal Services		\$643,128	\$698,546	\$698,547	\$719,535	\$719,535
Equipment		-	-	-	-	-
Expenses		133,450	177,875	182,625	162,500	162,500
Supplies		12,680	16,865	16,865	16,203	16,203
TOTAL APPROPRIATIONS		\$789,258	\$893,286	\$898,037	\$898,238	\$898,238
ANALYSIS						
FY14 non-salary costs for this program are recommended to decrease 8.2% compared to the original FY13 budget and 10.4% compared to the projected FY13 budget.						
FY14 revenue is projected to stay nearly flat as compared to the projected FY13 revenue, the revenue is decreasing 1.4% as compared to the original FY13 budgeted revenue.						
List issues for FY14 budget:						
1. The Department will be in the last year of the three-year agreement with the City of Davenport to complete lead education. We do not know if funds will continue to be received.						
2. The Department negotiated an agreement with the Waste Commission of Scott County for a flat monthly rate for recycling expenses beginning in FY13. This has saved resources that can be designated for use in other areas in the Department. The Waste Commission was able to maintain the same rate for FY14.						
3.						
4.						
List capital, personnel and vehicle changes:						
1. The Department requested replacement of one Ford Ranger pick up with a two-door class 5 vehicle and movement of the radio charger.						
2.						
3.						

HUMAN RESOURCES

Mary Thee, Assistant County Administrator/HR Director



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

ACTIVITY/SERVICE: Labor Management		DEPT/PROG: 24A		
BUSINESS TYPE: Core Service		RESIDENTS SERVED:		
BOARD GOAL: Improve Communication		FUND: 01 General	BUDGET:	101,044
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
# of bargaining units		6	6	6
% of workforce unionized			51%	51%
# meeting related to Labor/Management		71	75	65

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Improve relations with bargaining units	Conduct regular labor management meetings	--	17	10	12

ACTIVITY/SERVICE:	Recruitmt/EEO Compliance	DEPT/PROG:	24A		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	95,122
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of retirements			9	6	6
# of employees eligible for retirement		30	40	30	30
# of jobs posted		61	60	60	60
# of applications received		3488	3078	3500	3500

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Measure the rate of countywide employee separations not related to retirements.	Decrease countywide turnover rate not related to retirements.		5.00%	5%	5.00%
Measure the number of employees hired in underutilized areas.	Increase the number of employees hired in underutilized areas.	4	1	2	2

ACTIVITY/SERVICE:	Compensation/Performance Appraisal	DEPT/PROG:	24A		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Improve Communication	FUND:	01 General	BUDGET:	33,722
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of supervisors w/reduced merit increases or bonuses			2	2	2
# of organizational change studies conducted		10	2	3	2

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Measures timely submission of evaluations by supervisors.	% of reviews not completed within 30 days of effective date.		39%	33%	33%
# of job descriptions reviewed	Review 5% of all job descriptions to ensure compliance with laws and accuracy.	10	5	5	5

ACTIVITY/SERVICE:	Benefit Administration	DEPT/PROG:	24A	
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET: 65,842
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
		2013-14 PROJECTED		
Cost of health benefit PEPM		\$658	\$819	\$850
money saved by the EOB policy		n/a	0	0
% of family health insurance to total			58%	60%

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Measures the utilization of the Deferred Comp plan	% of benefit eligible employees enrolled in the Deferred Compensation Plan.		52%	55%	56%
Measures the utilization of the Flexible Spending plan	% of benefit eligible employees enrolled in the Flexible Spending accounts.		28%	30%	30%

ACTIVITY/SERVICE:	Policy Administration	DEPT/PROG:	24A		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Improve Communication	FUND:	01 General	BUDGET:	15,601
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of Administrative Policies		64	67	68	68
# policies reviewed		11	11	6	5

PROGRAM DESCRIPTION:

Develops County-wide human resources and related policies to ensure best practices, consistency with labor agreements, compliance with state and federal law and their consistent application County wide.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Review policies at minimum every 5 years to ensure compliance with laws and best practices.	Review 5 policies annually	11	11	6	5

ACTIVITY/SERVICE:	Employee Development	DEPT/PROG:	24A		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Improve Communication	FUND:	01 General	BUDGET:	99,140
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of employees in Leadership program			66	75	75
# of training opportunities provided by HR			34	25	25
# of Leadership Book Clubs			2	1	2
# of 360 degree evaluation participants			0	15	10
# of all employee training opportunities provided			9	7	7
# of hours of Leadership Recertification Training provided			59.5	40	40

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Effectiveness/utilization of County sponsored supervisory training	% of Leadership employees attending County sponsored supervisory training		65%	60%	60%
New training topics offered to County employee population.	Measures total number of new training topics.		15	15	15

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		\$3,549	\$0	\$0	\$3,000	\$3,000
TOTAL REVENUES		\$3,549	\$0	\$0	\$3,000	\$3,000
APPROPRIATION SUMMARY:						
Personal Services		\$298,796	\$311,330	\$305,860	\$307,984	\$307,984
Expenses		85,144	105,450	103,650	105,450	105,450
Supplies		4,277	3,300	4,300	3,300	3,300
TOTAL APPROPRIATIONS		\$388,217	\$420,080	\$413,810	\$416,734	\$416,734
ANALYSIS						
FY14 non-salary costs for this program are recommended to remain unchanged from current budgeted levels.						
Revenues are recommended to increase by \$3,000 to reflect current trends in Refunds and Reimbursements.						
List issues for FY14 budget:						
1. None						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1. None						
2.						
3.						

Department of Human Services

Director: Charles M. Palmer

Phone: 515-281-5454

Website: www.dhs.state.ia.us



MISSION STATEMENT:

ACTIVITY/SERVICE:	Assistance Programs	DEPARTMENT:		21A	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		1800	
BOARD GOAL:	Foster Healthy Com	FUND:	01 General	BUDGET:	\$77,252
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
The number of documents scanned and emailed		NA	300 per month	400 pages per month	500 pages per month
The number of cost comparisons conducted		NA	12 per quarter	12 per quarter	6 per quarter
The number of cost saving measures implemented		NA	3 per year	3 per year	3 per year

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Effectively manage county funding for administrative costs related to providing services to Iowans.	Quarterly expenses will be monitored and stay within budgeted figures	NA	100% of expenses will remain within budget	100% of expenses will remain within budget	100% of expenses will remain within budget

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Administrative Support (21A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
REVENUE SUMMARY:						
Intergovernmental		22,796	-	-	-	-
Refunds/Reimbursements		9	-	-	-	-
TOTAL REVENUES		\$22,805	\$0	\$0	\$0	\$0
APPROPRIATION SUMMARY:						
Equipment		\$0	\$100	\$100	\$100	\$100
Expenses		53,647	50,799	55,799	61,899	50,799
Supplies		22,724	26,353	21,353	21,353	26,353
TOTAL APPROPRIATIONS		\$76,371	\$77,252	\$77,252	\$83,352	\$77,252
ANALYSIS						
<p>The FY14 non-salary costs for the administrative support of DHS are recommended to remain flat with the current budgeted levels. DHS requested a 14% increase due to the implementation of the ACA and Medicaid expansion starting 1/1/14. DHS is requesting additional funds for increased postage and processing of new applications.</p> <p>The FY14 revenues are recommended to remain flat with current budgeted amounts.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. Medicaid expansion with ACA implementation on 1/1/14 and the associated costs of processing new applications 2. DHS projects between 100,000 and 150,000 people will become eligible for Medicaid across the state of Iowa with the expansion 3. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 						

Information Technology

Matt Hirst, IT Director



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

ACTIVITY/SERVICE: Administration		DEPT/PROG: 14A			
BUSINESS TYPE: Core Service		RESIDENTS SERVED:			
BOARD GOAL: Extend our Resources	FUND: 01 General	BUDGET: \$165,907			
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Authorized personnel (FTE's)	14	14.4	14.4	14.4	14.4
Departmental budget	1,852,101.76	1,998,066	2,006,422	2,305,096	
Capital budget	627,731.00	413,424	751,749	TBD	
Reports with training goals (Admin / DEV / GIS / INF)	N/A	(6/1/2/5)	(6/1/2/5)	(6/1/2/5)	(6/1/2/5)
Users supported (County/Other)		526/198	550/200	550/200	

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Keep department skills current with technology.	Keep individuals with training goals at or above 95%.	N/A	100%	100%	100%

ACTIVITY/SERVICE:	Application/Data Delivery	DEPT/PROG:	14B		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$328,996.92
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of custom systems supported	(DEV/GIS)	(28/ 27)	(29 / 26)	(31 / 29)	(31 / 29)
# of custom system DB's supported	(DEV/GIS)	(17/ 61)	(18 / 48)	(20 / 46)	(20 / 46)
# of COTS supported	(DEV/GIS/INF)	(8/ 22 / 61)	(8 / 22 / 65)	(13/ 23 / 65)	(13/ 23 / 65)
# of COTS DB's supported	(DEV/GIS/INF)	(10/ 0 / 5)	(10 / 0 / 5)	(11/ 0 / 5)	(11/ 0 / 5)
# of system integrations maintained.	(DEV/GIS/INF)	(9/ 17 / 9)	(9 / 18 / 9)	(9/ 18 / 9)	(9/ 18 / 9)

PROGRAM DESCRIPTION:

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

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

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

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Provide action on work orders submitted concerning data/ applications per Service Level Agreement (SLA).	% of change requests assigned within SLA.	N/A	N/A	N/A	90%
# application support requests completed within Service Level Agreement (SLA).	% of application support requests closed within SLA.	N/A	N/A	N/A	80%

ACTIVITY/SERVICE: Communication Services		DEPT/PROG: 14B			
BUSINESS TYPE: Core Service		RESIDENTS SERVED:			
BOARD GOAL: Improve Communication	FUND: 01 General	BUDGET:	\$164,498.46		
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
# of quarterly phone bills	(Admin)	10	11	11	
\$ of quarterly phone bills	(Admin)	15,000	17,771	17,642	
# of cellular phone and data lines supported	(Admin)	208	226	246	
# of quarterly cell phone bills	(Admin)	2	5	5	5
\$ of quarterly cell phone bills	(Admin)		22,055	17,000	17,000
# of VoIP phones supported	(INF)	950	980	950	950
# of voicemail boxes supported	(INF)	717	495	717	717
% of VoIP system uptime	(INF)	99	100	99	99
# of e-mail accounts supported	(County/Other)(INF)	784	784	800	800
GB's of e-mail data stored	(INF)	230.3	230.3	250	250
% of e-mail system uptime	(INF)	99%	99%	99%	99%

PROGRAM DESCRIPTION:

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

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Provide verification of received Trouble Support Request per SLA	% of requests responded to within SLA guidelines	N/A	N/A	N/A	90%
Complete change requests per SLA guidelines	% of change requests completed within SLA guidelines	N/A	N/A	N/A	80%

ACTIVITY/SERVICE: GIS Management		DEPT/PROG: 14B			
BUSINESS TYPE: Core Service		RESIDENTS SERVED:			
BOARD GOAL: Extend our Resources	FUND:	01 General	BUDGET:	\$328,996.92	
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
# internal ArcGIS Desktop users.	(GIS)	46	53	60	60
# avg daily unique visitors, avg daily pageviews, avg daily visits (external GIS webapp).	(GIS)	5, 17, 12	254,770,297	250, 800, 300	250, 800, 300
# SDE feature classes managed	(GIS)	66	60	55	55
# Non-SDE feature classes managed	(GIS)	295	577	500	500
# ArcServer and ArcReader applications managed	(GIS)	6	18	22	22
# Custodial Data Agreements	(GIS)	0	0	4	4
# of SDE feature classes with metadata	(GIS)	0	12	30	30

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
# Custodial Data Agreements	% of custodial data agreements active and current.	0%	0%	0%	0%
# of SDE feature classes with metadata	% of SDE features that have metadata.	0%	21%	25%	25%
# enterprise SDE and non-SDE feature classes managed	# of additional enterprise GIS feature classes added per year.	361	634	580	580

ACTIVITY/SERVICE:	Infrastructure - Network Management	DEPT/PROG:	14B		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	164,498.46
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of network devices supported	(INF) N/A	86	86	86	
# of network connections supported	(INF) N/A	2680	2680	2680	
% of overall network up-time	(INF) N/A	99%	99%	99%	
% of Internet up-time	(INF) N/A	99%	99%	99%	
GB's of Internet traffic	(INF) N/A	9200	8500	8500	
# of filtered Internet users	(INF) N/A	493	456	456	
# of restricted Internet users	(INF) N/A	106	105	105	

PROGRAM DESCRIPTION:

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

Internet Connectivity: Provide Internet access.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
% of network up-time	Keep % of network up-time > x%	N/A	99%	99%	99%

ACTIVITY/SERVICE: Infrastructure Management		DEPT/PROG: 14B			
BUSINESS TYPE: Core Service		RESIDENTS SERVED:			
BOARD GOAL: Extend our Resources		FUND: 01 General	BUDGET:	164498.46	
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
# of PC's	(INF)		423	380	380
# of Printers	(INF)		168	212	212
# of Laptops	(INF)		144	180	180
# of Thin Clients	(INF)		27	25	25

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Efficient use of technology.	Keep # of devices per employee <= 1.5	N/A	1.45	1.5	1.5

ACTIVITY/SERVICE: Infrastructure Management		DEPT/PROG: 14B			
BUSINESS TYPE: Core Service		RESIDENTS SERVED:			
BOARD GOAL: Extend our Resources		FUND: 01 General	BUDGET: 164498.46		
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
GB's of user data stored	(INF)	903	790GB	950GB	950GB
GB's of departmental data stored	(INF)	578	400GB	500GB	500GB
GB's of county data stored	(INF)	84	72GB	80GB	80GB
% of server uptime	(INF)	95%	95%	95%	95%
# of physical servers	(INF)	7	9	10	10
# of virtual servers	(INF)	100	85	75	75

PROGRAM DESCRIPTION:

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

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
% server uptime	Keep server uptime >=95%	>=95%	>=95%	>=95%	>=95%

ACTIVITY/SERVICE: Open Records		DEPT/PROG: 14A, 14B			
BUSINESS TYPE: Core Service		RESIDENTS SERVED:			
BOARD GOAL: Improve Communication	FUND: 01 General	BUDGET: 10000			
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
# of requests	(DEV/GIS/INF)	(13 / NA / ??)	(7 / 20 / 0)	(10 / 20 / 0)	(10 / 20 / 0)
# of requests fulfilled within SLA	(DEV/GIS/INF)	(13 / NA / ??)	(7 / 20 / 0)	(13 / 20 / 0)	(13 / 20 / 0)
average number of days to complete requests	(DEV/GIS/INF)	(2 / NA / ??)	(2 / 1.5 / 0)	(2 / 3 / 0)	(2 / 3 / 0)

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
# Requests within 10/10+ days..	100% of requests closed within 10 days.	N/A	100%	100%	100%
average number of days to complete requests	Average time to close requests <= x days.	N/A	~2 Days	<= 5 Days	<= 5 Days

ACTIVITY/SERVICE: Project Management		DEPT/PROG: 14A, 14B			
BUSINESS TYPE: Core Service		RESIDENTS SERVED:			
BOARD GOAL: Extend our Resources		FUND: 01 General	BUDGET:	164498.46	
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
# of projects requested	(DEV/GIS/INF)	(7/ NA / 16)	(8 / 93 / 4)	(10 / 81 / 5)	(10 / 81 / 5)
# of projects in process	(DEV/GIS/INF)	(7/ NA / 12)	(4 / 17 / 23)	(6 / 22 / 18)	(6 / 22 / 18)
# of projects completed	(DEV/GIS/INF)	(8/ NA / 8)	(8 / 83 / 4)	(9 / 82 / 13)	(9 / 82 / 13)
# of planned project hours completed	(DEV/GIS/INF)	(3311/ NA / 4160)	(2729 / NA / 3740)	(3210 / NA / NA)	(3210 / NA / NA)
# of planned project hours to complete	(DEV/GIS/INF)	(1369/ NA / 2080)	(481 / NA / 6240)	(3210/ NA / NA)	(3210/ NA / NA)

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Effective project planning	Estimated project hours less than one (1) year of available IT man hours.	N/A	42% (of one year of IT resource hours)	50% (of one year of IT resource hours)	50% (of one year of IT resource hours)

ACTIVITY/SERVICE: Security		DEPT/PROG:			
BUSINESS TYPE: Core Service		RESIDENTS SERVED:			
BOARD GOAL: Improve Communication	FUND: 01 General	BUDGET:	\$164,498.46		
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
# of DB's backed up (DEV)	27	30	31	31	
# of SQL DB transaction logs backed up (DEV)	27	30	31	31	
# enterprise data layers archived (GIS)	361	634	550	550	
# of backup jobs (INF)	1258	1,142	1400	1400	
GB's of data backed up (INF)	74,331,809	777.24TB	750TB	750TB	
# of restore jobs (INF)	7	7	60	60	

PROGRAM DESCRIPTION:

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

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
data restore related support requests.	% of archival support requests closed within SLA.	N/A	100%	100%	100%
Backup Databases to provide for Disaster Recovery.	% of databases on a backup schedule to provide for data recovery.	N/A	100%	100%	100%
Backup Database transaction files to provide for point in time recovery	% of high transaction volume databases on a transaction log backup schedule to provide for point in time recovery.	N/A	100%	100%	100%

ACTIVITY/SERVICE: Technology Support		DEPT/PROG: 14B			
BUSINESS TYPE: Core Service		RESIDENTS SERVED:			
BOARD GOAL: Improve Communication	FUND: 01 General	BUDGET: 155207.48			
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of after hours calls	(DEV/GIS/INF)	(8 / 0 / 147)	(9 / 0 / 90)	(10 / 0 / 125)	(10 / 0 / 125)
avg. after hours response time (in minutes)	(DEV/GIS/INF)	(20 / NA / 15)	(10 / 0 / 30)	(20 / 0 / 30)	(20 / 0 / 30)
# of change requests	(DEV/GIS/INF)	(56 / NA / ??)	(77 / 140 / 0)	(65 / 100 / ??)	(65 / 100 / ??)
avg. time to complete change request	(DEV/GIS/INF)	(1.8 / NA / ??)	(3.8 days / 3.7 days / 0)	(2 days/ 3 days / ??)	(2 days/ 3 days / ??)
# of trouble ticket requests	(DEV/GIS/INF)	(71 / NA / 1339)	(106/ 21 / 1408)	(50/ 10 /1200)	(50/ 10 /1200)
avg. time to complete Trouble ticket request	(DEV/GIS/INF)	(2.5 / NA / ??)	(6.1 hrs / 1.6 days / 26hr)	(6hr/ 1.6 days / 26hr)	(6hr/ 1.6 days / 26hr)

PROGRAM DESCRIPTION:

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

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

PERFORMANCE MEASUREMENT		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
# of requests completed within SLA.	% of work requests closed within SLA.	N/A	(TBD / 85 / 85)	90%	90%
# after hours/emergency requests responded to within SLA.	% of requests responded to within SLA for after-hour support	N/A	100%	100%	100%

ACTIVITY/SERVICE: Web Management		DEPT/PROG: 14B			
BUSINESS TYPE: Core Service		RESIDENTS SERVED:			
BOARD GOAL: Improve Communication		FUND:	01 General	BUDGET:	\$164,498.46
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
avg # daily visits	(Web)		14,584	13,563	13,563
avg # daily unique visitors	(Web)		8,597	7,981	7,981
avg # daily page views	(Web)		66,176	63,769	63,769
eGov avg response time	(Web)		0.72 days	0.61 days	0.61 days
eGov items (Webmaster)	(Web)		38	52	52
# dept/agencies supported	(Web)		26	25	25

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
eGov average response time	Average time for response to Webmaster feedback.	N/A	.72 days	<= 1 day	<= 1 day
# dept/agencies supported	% of departments and agencies contacted on a quarterly basis.	N/A	77%	75%	75%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: IT Administration (14A)		ACTUAL	BUDGET	PROJECTED	REQUEST	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		\$146,802	\$155,601	\$155,601	\$161,207	\$161,207
Expenses		6,261	4,300	4,300	4,300	4,300
Supplies		393	400	400	400	400
TOTAL APPROPRIATIONS		\$153,456	\$160,301	\$160,301	\$165,907	\$165,907
ANALYSIS						
FY14 non-salary costs for this program are recommended to remain unchanged from current budgeted levels.						
There are no revenues budgeted for this program.						
List issues for FY12 budget:						
1. None						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1. None						
2.						
3.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		5.00	5.00	5.00	5.00	5.00
323-A GIS Analyst		1.00	1.00	1.00	1.00	1.00
187-A Help Desk Specialist		2.00	2.00	2.00	2.00	2.00
162-A Clerk III		0.40	0.40	0.40	0.40	0.40
TOTAL POSITIONS		14.40	14.40	14.40	14.40	14.40
REVENUE SUMMARY:						
Intergovernmental		\$196,697	\$185,186	\$185,186	\$302,124	\$302,124
Fees and Charges		7,082	2,500	2,500	6,500	6,500
Miscellaneous		6,254	2,500	2,500	2,500	2,500
TOTAL REVENUES		\$210,033	\$190,186	\$190,186	\$311,124	\$311,124
APPROPRIATION SUMMARY:						
Personal Services		\$1,104,679	\$1,167,222	\$1,129,589	\$1,285,780	\$1,285,780
Equipment		981	6,000	6,000	6,000	6,000
Expenses		768,883	727,200	726,200	841,200	841,200
Supplies		1,719	5,500	5,500	5,500	5,500
TOTAL APPROPRIATIONS		\$1,876,262	\$1,905,922	\$1,867,289	\$2,138,480	\$2,138,480
ANALYSIS						
<p>FY14 non-salary costs for this program are recommended to increase by \$114,000 due to assignment of additional costs from SECC. This increase in non-salary expenses will be negated by additional revenues.</p> <p>FY14 revenues are recommended to increase by \$120,938, primarily due to cost recovery of the aforementioned SECC charges.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. None 2. 3. 4. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 						

Juvenile Detention Center

Jeremy Kaiser, Director



MISSION STATEMENT: To ensure the health, education, and well being of youth through the development of a well trained, professional staff.

ACTIVITY/SERVICE:	Detainment of Youth	DEPARTMENT:	22b		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	1,153,586
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of persons admitted		204	204	200	200
Average daily detention population		9	10.3	10	10
# of days of adult-waiver juveniles		674	358	200	300
# of total days client care		3366	3773	3500	3500

PROGRAM DESCRIPTION:

Detainment of youthful offenders who reside in Scott County. Provide children with necessary health care, clothing, and medication needs in compliance with state regulations, in a fiscally responsible manner. Facilitate and assist agencies with providing educational, recreational, spiritual, and social-skill programming to the residents in our care.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To safely detain youthful offenders according to state licensing regulations/best practices, and in a fiscally responsible manner.	To serve all clients for less than \$220 per day after revenues are collected.	189	181	219	219

ACTIVITY/SERVICE:	GED Resources	DEPARTMENT:			
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	0
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of escape attempts		0	0	1	1
# of successful escapes		0	0	0	0
# of critical incidents		24	43	50	40
# of critical incidents requiring staff physical intervention		4	11	4	7

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To de-escalate children in crisis through verbal techniques.	To diffuse crisis situations without the use of physical force 90% of the time.	83.40%	75%	90%	90%

ACTIVITY/SERVICE:	GED Resources	DEPARTMENT:	22b		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	32,000
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Revenue generated from CNP reimbursement		14157	18385	13000	14000
Grocery cost		26766	30284	30000	32000

PROGRAM DESCRIPTION:

Serve residents nutritious food three meals a day, plus one snack in a fiscally-responsible manner. Claim child nutrition program reimbursement through the state of Iowa to generate revenue.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To serve kids food in accordance with State regulations at a sustainable cost.	To have an average grocery cost per child per day of less than \$4 after CNP revenue.	3.75	3.15	3.25	3.25

ACTIVITY/SERVICE:	GED Resources	DEPARTMENT:	22b		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	0
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of visitors to the center		2555	2525	2500	2500

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To inform parents/guardians and court personnel quickly and consistently of critical incidents.	To communicate critical incidents to parents/court personnel within one hour of the incident 90% of the time.	n/a	91%	90	90%

ACTIVITY/SERVICE:	GED Resources	DEPARTMENT:	22b		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	0
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of intakes processed		204	204	200	200
# of discharges processed		189	202	200	200

PROGRAM DESCRIPTION:

Documenting intake information including demographic data of each resident. Documenting various other pertinent case file documentation throughout each resident's stay including: behavior progress, critical incidents, visitors, etc. Documenting discharge information. All documentation must be done in an efficient manner and in compliance with state licensing requirements.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To reduce error rate in case - file documentation	To have 5% or less error rate in case-file documentation	n/a	5%	5%	5%

ACTIVITY/SERVICE:	GED Resources	DEPARTMENT:	22B		
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	BUDGET:	0	
OUTPUTS	2010-11	2011-12	2012-13	2013-14	
	ACTUAL	ACTUAL	PROJECTED	PROJECTED	
	# of residents testing for G.E.D.	0	0	12	14
	# of residents successfully earn G.E.D.	0	0	10	12

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To ensure all residents who are at-risk of dropping out of formal education are able to earn G.E.D., while in custody.	86% or more of those who are referred for G.E.D. services, earn G.E.D. in custody or community.	0	0	83%	86%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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	11.20	11.20
TOTAL POSITIONS		14.20	14.20	14.20	14.20	14.20
REVENUE SUMMARY:						
Intergovernmental		\$293,705	\$239,000	\$249,876	\$240,000	\$240,000
Fees and Charges		105,380	100,000	100,000	100,000	100,000
Miscellaneous		159	100	100	700	700
TOTAL REVENUES		\$399,244	\$339,100	\$349,976	\$340,700	\$340,700
APPROPRIATION SUMMARY:						
Personal Services		\$962,586	\$1,014,560	\$1,014,560	\$1,079,486	\$1,079,486
Equipment		5,962	1,500	1,504	1,600	1,600
Expenses		36,957	36,900	56,061	61,800	61,800
Supplies		40,492	42,700	42,750	42,700	42,700
TOTAL APPROPRIATIONS		\$1,045,997	\$1,095,660	\$1,114,875	\$1,185,586	\$1,185,586
ANALYSIS						
FY14 non-salary costs for the Juvenile Detention Center are recommended to increase 30.8% or \$24,900 from current budgeted levels due to increase costs of youth shelter services as well as increase usage of services.						
FY14 revenues are recommended to increase slightly over current budgeted amounts for this program.						
There are no issues for FY14 budget at this time.						
There are no capital, personnel and vehicle changes at this time.						

Risk Management

Rhonda Oostenryk, Risk Manager



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

ACTIVITY/SERVICE:	Liability	DEPARTMENT:	23		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	02 Supplemental	BUDGET:	
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
\$40,000 of Claims GL		22,685	\$176,225.00	\$40,000	\$40,000.00
\$50,000 of Claims PL		397,433	\$23,934.00	\$75,000	\$50,000.00
\$50,000 of Claims AL		24,430	\$35,467.00	\$85,000	\$50,000.00
\$20,000 of Claims PR		34,855	\$53,236	\$20,000	\$20,000

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To train 100% of corrections officers on inmate legal issues	Decrease in Inmate Liability Claims	100%	100%	100%	100%
Prompt investigation of liability accidents/incidents	To investigate incidents/accidents within 5 days	100%	75%	75%	75%

ACTIVITY/SERVICE:	Schedule of Insurance	DEPARTMENT: Non-Departmental			
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	02 Supplemental	BUDGET:	\$ 498,500.00
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
# of County maintained policies - 15		15	15	15	15

PROGRAM DESCRIPTION:

Schedule of Insurance

Maintaining a list of items individually covered by a policy, e.g., a list of workers compensation, general liability, auto liability, professional liability, property and excess umbrella liability.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Market and Educate underwriters RE:Jail Health to ensure an accurate premium	Educate 100% of potential insurance underwriters in the process of jail health	0	100%	100%	100%

ACTIVITY/SERVICE:	Workers Compensation	DEPARTMENT: Non-Departmental			
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$ 125,000.00
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Claims Opened (new)		40	25	25	25
Claims Reported		46	74	75	75
\$175,000 of Workers Compensation Claims		\$135,978	\$92,417.00	\$125,000	\$125,000.00

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
to investigate workers comp claims within 5 days	To investigate 100% of accidents within 5 days	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Risk Management (23E)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
505-A Risk Manager		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		1.00	1.00	1.00	1.00	1.00
REVENUE SUMMARY:						
Intergovernmental		\$ -	\$ -	\$ -	\$ -	\$ -
Fees and Charges		61.0	25.0	25.0	25.0	25.0
Miscellaneous		60,397	10,000	10,000	10,000	10,000
TOTAL REVENUE		\$60,458	\$10,025	\$10,025	\$10,025	\$10,025
APPROPRIATION SUMMARY:						
Personal Services		\$98,063	\$100,738	\$100,738	\$103,980	\$103,980
Expenses		862,019	911,050	915,550	821,250	821,250
Supplies		819	1,400	1,400	1,400	1,400
TOTAL APPROPRIATIONS		\$960,901	\$1,013,188	\$1,017,688	\$926,630	\$926,630
ANALYSIS						
FY14 non-salary costs are recommended to decrease 9.8%.						
FY14 revenues are recommended to decrease 32.4% over current budgeted amounts for this program.						
There are no issues for FY14 budget at this time.						
There are no capital, personnel and vehicle changes at this time.						

Planning and Development

Tim Huey, Director



MISSION STATEMENT: To provide professional planning, development and technical assistance to the Board of Supervisors, the Planning and Zoning Commission and the Zoning Board of Adjustment in order to draft, review and adopt land use policies and regulations that guide and control the growth of

ACTIVITY/SERVICE:	Planning & Development Administration	DEPARTMENT:	25A		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	Entire County		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$16,000
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Appropriations expended		\$	345,762	\$	380,225
Revenues received		\$	184,224	\$	187,520

PROGRAM DESCRIPTION:

Administration of the Planning and Development Departments duties and budget. Prepare, review and update the Scott County Comprehensive Plan as recommended by the Planning and Zoning Commission.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Maintain expenditures within approved budget	To expend less than 100% of approved budget expenditures		91%	95%	95%
Implementation of adopted County Comprehensive Plan	Land use regulations adopted and determinations made in compliance with County Comprehensive Plan		100%	100%	100%

ACTIVITY/SERVICE:	Building Inspection/code enforcement	DEPARTMENT:	25B		
Tim Huey, Director	Core Service	RESIDENTS SERVED:	Unincorp/28E Cities		
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$241,500
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Total number of building permits issued			678	650	700
Total number of new house permits issued			57	60	75
Total number of inspections completed			2,289	2,250	2,500

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Review and issue building permit applications within five working days of application	All permits are issued within five working days of application		678	650	700
Review and issue building permit applications for new houses within five working days of application	All new house permits are issued within five working days of application		57	60	75
Complete inspection requests within two days of request	All inspections are completed in within two days of request		2289	2250	2500

ACTIVITY/SERVICE:	Zoning and Subdivision Code Enforcement	DEPARTMENT:	25B		
Tim Huey, Director	Core Service	RESIDENTS SERVED:	Unincorp Areas		
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$60,810
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Review of Zoning applications				15	15
Review of Subdivision applications				10	10
Review Plats of Survey				40	40
Review Board of Adjustment applications				15	15

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Review and present Planning and Zoning Commission applications	All applications are reviewed in compliance with Scott County Zoning & Subdivision Ordinances		10	25	25
Review and present Zoning Board of Adjustment applications	All applications are reviewed in compliance with Scott County Zoning Ordinance		8	15	15
Investigate zoning violation complaints and determine appropriate enforcement action in timely manner	% of complaints investigated within three days of receipt		90%	100%	100%

ACTIVITY/SERVICE:	Floodplain Administration	DEPARTMENT:	25B		
Tim Huey, Director	Core Service	RESIDENTS SERVED:	Unicorp/28E Cities		
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$1,000
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of Floodplain permits issued			8	10	10

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Review and issue floodplain development permit applications for unincorporated areas of the County	Permits are issued in compliance with floodplain development regulations		8	10	10

ACTIVITY/SERVICE:	E-911 Addressing Administration	DEPARTMENT:	25B		
Tim Huey, Director	Core Service	RESIDENTS SERVED:	Unincorp Areas		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$775
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of new addresses issued			38	36	40

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Correct assignment of addresses for property in unincorporated Scott County	Addresses issued are in compliance with E-911 Addressing Ordinance			36	40

ACTIVITY/SERVICE:	Tax Deed Administration	DEPARTMENT:	25A		
Tim Huey, Director	Core Service	RESIDENTS SERVED:	Entire County		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$17,185
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of Tax Deed taken			81	65	75
Number of Tax Deeds disposed of			74	65	75

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Tax Certificate delivered from County Treasurer	Review of title of tax certificate properties held by Scott County		81	65	75
Hold Tax Deed Auction	Number of County tax deed properties disposed of		74	65	75

ACTIVITY/SERVICE:	Noxious Weed Abatement	DEPARTMENT:	25B		
Tim Huey, Director	Core Service	RESIDENTS SERVED:	Unincorp Areas		
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$1,000
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Board approval of annual weed abatement resolution			April	April	April
Board approval of annual weed report			December	November	November

PROGRAM DESCRIPTION:

Enforce provisions of Iowa Code Chapter 317 Noxious Weeds

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Investigate noxious weed complaints and determine appropriate enforcement action in timely manner	% of complaints investigated within 3 days of receipt		100%	100%	100%

ACTIVITY/SERVICE:	Housing	DEPARTMENT:	25A		
Tim Huey, Director	Core Service	RESIDENTS SERVED:	Entire County		
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$11,000
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Amount of funding for housing in Scott County		\$1,060,214	\$ 1,835,163	\$1,100,000	\$ 1,600,000
Number of units assisted with Housing Council funding		243	423	275	385

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Scott County Housing Council funds granted for housing related projects	Amount of funds granted for housing development projects in Scott County	\$1,060,214	\$ 1,835,163	\$1,000,000	\$ 1,600,000
Housing units developed or rehabbed with Housing Council assistance	Number of housing units	243	423	250	385
Housing units constructed or rehabilitated and leveraged by funding from Scott County Housing Council	Amount of funds leveraged by Scott County Housing Council	\$13,700,910	\$ 3,675,837	\$6,500,000	\$ 6,400,000

ACTIVITY/SERVICE:	Riverfront Council & Riverway Steering Comm	DEPARTMENT:	25A		
Tim Huey, Director	Semi-Core Service	RESIDENTS SERVED:	Entire County		
BOARD GOAL:	Improve Communication	FUND:	01 General	BUDGET:	\$890
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Quad Citywide coordination of riverfront projects			18 meeting	18 meetings	18 meetings

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Attend meetings of the Riverfront Council	Quad Citywide coordination of riverfront projects		6	6	6
Attend meetings of the Riverway Steering Committee	Quad Citywide coordination of riverfront projects		7	12	12

ACTIVITY/SERVICE:	Partners of Scott County Watershed	DEPARTMENT:	25A	
Tim Huey, Director	Semi-Core Service	RESIDENTS SERVED:	Entire County	
BOARD GOAL:	Improve Communication	FUND:	01 General	BUDGET: \$5,500.00
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
				2013-14 PROJECTED
Conduct educational forums on watershed issues			12	12
Provide technical assistance on watershed projects			114	100

PROGRAM DESCRIPTION:

Participation and staff support with Partners of Scott County Watersheds

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Conduct educational forums on watershed issues	Number of forums and number of attendees at watershed forums		12 with 450 attendees	12 with 300 attendees	12 with 300 attendees
Provide technical assistance on watershed projects	Number of projects installed and amount of funding provided		114	100	100

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		\$2,265	\$10,000	\$5,000	\$5,000	\$5,000
Sale of Fixed Assets		4,160	5,000	5,000	5,000	5,000
TOTAL REVENUES		\$6,425	\$15,000	\$10,000	\$10,000	\$10,000
APPROPRIATION SUMMARY:						
Personal Services		\$85,780	\$85,297	\$84,376	\$71,541	\$71,541
Expenses		40,512	42,400	42,400	42,400	42,400
Supplies		1,255	1,500	1,500	1,500	1,500
TOTAL APPROPRIATIONS		\$127,547	\$129,197	\$128,276	\$115,441	\$115,441
ANALYSIS						
<p>FY14 non-salary costs for this program are recommended to remain unchanged for what has been budgeted for the last two fiscal years.</p> <p>FY14 revenues are recommended to decrease \$5,000 due to fewer anticipated costs associated with monitoring the North Pine Service Station tax deed parcel. All funds expended are 100% reimburseable under the State Leaking Underground Storage Tank Fund. So this decrease in revenue is matched by a similar decrease in expenditures for that site. Once a No Further Action Required letter is issued the site will be offered at public auction. The site was reclassified last year from High Risk to Low Risk.</p> <p>List issues for FY14 budget:: none</p> <p>List capital, personnel and vehicle changes: none</p>						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		\$175,448	\$175,120	\$175,120	\$180,120	\$180,120
Fees and Charges		2,351	2,400	2,400	2,400	2,400
TOTAL REVENUES		\$177,799	\$177,520	\$177,520	\$182,520	\$182,520
APPROPRIATION SUMMARY:						
Personal Services		\$209,874	\$243,265	\$243,266	\$233,819	\$233,819
Expenses		4,976	8,700	9,050	9,050	9,050
Supplies		3,366	4,700	4,700	4,350	4,350
TOTAL APPROPRIATIONS		\$218,216	\$256,665	\$257,016	\$247,219	\$247,219
ANALYSIS						
FY14 non-salary costs for this program are recommended to remain unchanged for what has been budgeted for the last two fiscal years.						
FY14 revenues are recommended to increase \$5,000 for building permits due the anticipated increase in building activity						
List issues for FY14 budget: none						
List capital, personnel and vehicle changes: none						

Recorder's Office

Rita Vargas, Recorder



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

ACTIVITY/SERVICE:	Recording of Instruments	DEPARTMENT:	26	ADMIN	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET: \$150,784	
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Total Department Appropriations		\$745,924	\$791,636	\$785,273	\$771,777

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Ensure the staff is updated on changes and procedures set by Iowa Code or Administrative Rules from state and federal agencies.	Meet with staff twelve times per year or as needed to openly discuss changes and recommended solutions.	12	12	12	12
Provide notary service to customers	Ensure the notary section of legal documents, request forms to the state and paternity affidavits are correct.	100%	100%	100%	100%
Provide protective covers for recreational vehicles registrations and hunting and fishing license.	Ensures the customer will not lose or misplace documents required for identity. Also protects from the weather.	100%	100%	100%	100%

ACTIVITY/SERVICE:	Public Records	DEPARTMENT:	26B	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET: \$437,768
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
				2013-14 PROJECTED
Number of real estate documents recorded		35433	31385	36000
Number of electronic recordings submitted		N/a	8715	9,750
Number of transfer tax transactions processed		3050	3294	3700
Conservation license & recreation regist		5852	6611	6000

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Ensure all real estate documents presented for recording are placed on record the same day and correct fee is collected.	Information is available for public viewing within 24 hrs of indexing and scanning and the fees are deposited with Treasurer.	98%	100%	95%	95%
Percent of total real estate documents recorded electronically through e-submission	Available for search by the public and funds are transferred to checking account the same day as processed or early next day.	N/A	38%	25%	25%
Ensure outbound mail is returned to customer within four (4) working days	Customer will have record that document was recorded and can be used for legal purposes.	N/A	100%	95%	95%

ACTIVITY/SERVICE:	Vital Records	DEPARTMENT:	26D		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Improve Communication	FUND:	01 General	BUDGET:	\$183,225
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of certified copies requested		15050	14783	14900	14900
Number of Marriage applications processed		1343	1226	1350	1350
Number of passports processed		1151	1142	1300	1300
Number of births and death registered		4383	4304	4400	4400

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Register birth and deaths certificates as requested by IA Dept of Public Health and funeral homes.	Ensure we maintain accurate index, issue certificates and make available immediately to public.	100%	100%	100%	100%
Accept Marriage Applications in person or via mail. These are entered into the database the same day as received .	Immediately process and issue the Marriage Certificate. This eliminates the customer having to return in 3 days to pick up certificate.	100%	100%	100%	100%
Ensure all customers passport applicatons are properly executed the same day the customer submits paperwork.	If received before 2:00 PM the completed applications and transmittal form are mailed to the US Dept of State the same day.	100%	100%	100%	100%
Offer photo service	Customer can have one-stop shopping with passports, and birth or marrige certificate if required plus the photo for passport.	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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	\$0	\$0	\$0	\$0
TOTAL REVENUES		\$0	\$0	\$0	\$0	\$0
APPROPRIATION SUMMARY:						
Personal Services		\$166,373	\$158,730	\$158,730	\$148,865	\$148,865
Expenses		3,156	1,550	1,600	1,919	1,919
Supplies		264	0	0	0	0
TOTAL APPROPRIATIONS		\$169,793	\$160,280	\$160,330	\$150,784	\$150,784
ANALYSIS						
<p>FY14 non-salary costs for this program (26A) are recommended to 23.8% under current budgeted levels.</p> <p>FY14 revenues are recommended to remain the same.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. 2. 3. 4. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Public Records (26B&C)		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		3.00	3.00	3.00	3.00	3.00
TOTAL POSITIONS		6.50	6.50	6.50	6.50	6.50
REVENUE SUMMARY:						
Fees and Charges		\$1,138,613	\$1,159,100	\$1,142,000	\$1,181,500	\$1,181,500
Use of Money/Property		322	-	322	369	369
Miscellaneous		5,273	2,800	2,800	3,000	3,000
TOTAL REVENUES		\$1,144,208	\$1,161,900	\$1,145,122	\$1,184,869	\$1,184,869
APPROPRIATION SUMMARY:						
Personal Services		\$440,602	\$452,732	\$452,732	\$427,718	\$427,718
Expenses		752	1,250	1,250	44,250	44,250
Supplies		8,884	8,300	8,300	8,800	8,800
TOTAL APPROPRIATIONS		\$450,238	\$462,282	\$462,282	\$480,768	\$480,768
ANALYSIS						
FY14 non-salary costs for this program (26A) are recommended to increase 5.2% under current budgeted levels.						
FY14 revenues are recommended to increase 2%.						
List issues for FY14 budget:						
1. Increase in expenses due to operational costs for COTT record keeping.						
2.						
3.						
4.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		\$92,683	\$85,000	\$85,033	\$92,017	\$92,017
TOTAL REVENUES		\$92,683	\$85,000	\$85,033	\$92,017	\$92,017
APPROPRIATION SUMMARY:						
Personal Services		\$168,516	\$175,869	\$175,868	\$175,868	\$178,125
Expenses		-	1,700	1,700	1,700	1,700
Supplies		3,088	3,400	3,400	3,400	3,400
TOTAL APPROPRIATIONS		\$171,604	\$180,969	\$180,968	\$180,968	\$183,225
ANALYSIS						
FY14 non-salary costs for this program (26D) are recommended to remain flat under current budgeted levels.						
FY14 revenues are recommended to increase 8.3%.						
List issues for FY14 budget:						
1.						
2.						
3.						
4.						

Secondary Roads

Jon Burgstrum, County Engineer



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

ACTIVITY/SERVICE:	Administration	DEPT/PROG:	27A		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	All		
BOARD GOAL:	Improve Communication	FUND:	13 Sec Roads	BUDGET:	\$195,840
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Resident Contacts			210	200	200
Permits			910	900	900

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To be Responsive to residents inquiries, complaints, or comments.	Contact resident or have attempted to make contact within 24 hours		100%	100%	100%
To be Responsive to requests for Moving permits	Permit requests approved within 24 Hours		90%	100%	100%
To Provide effective budgeting to allow Department to meet the needs of the County Residents and adequately maintain the road system	Expend less than 100% of Budget		100%	100%	100%
Timely review of claims	To review claims and make payments within thirty days of invoice.		100%	100%	100%
Evaluations	Timely completion of employee evaluations	NA	95%	100%	100%

ACTIVITY/SERVICE:	Engineering	DEPT/PROG:	27B		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	All		
BOARD GOAL:	Extend our Resources	FUND:	13 Sec Roads	BUDGET:	\$458,440
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Project Preparation			3	3	3
Project Inspection			4	4	4
Projects Let			3	3	3

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To complete project plans accurately to prevent extra work orders.	Extra work order items limited to less than 10% of contract		100%	100%	100%
Give staff the required training to allow them to accurately inspect and test materials during construction	Certification are 100% maintained		100%	100%	100%
Prepare project plans to be let on schedule	100% of projects are let on schedule		100%	100%	100%

ACTIVITY/SERVICE:	Construction	DEPT/PROG:	27L		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	All		
BOARD GOAL:	Foster Healthy Communities	FUND:	13 Sec Roads	BUDGET:	\$260,000
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Bridge Replacement			4	4	1
Federal and State Dollars			\$2,900,000	\$625,000	\$4,080,000
Pavement Resurfacing			1	1	1
Culvert Replacement			4	4	4

PROGRAM DESCRIPTION:

To provide for the best possible use of tax dollars for road and bridge construction by (A) using the most up to date construction techniques and practices therefore extending life and causing less repairs, (B) analyzing the existing system to determine best possible benefit to cost ratio and (C) by providing timely repairs to prolong life of system.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To make use of Federal and State funds for Bridge replacements within Federal and State Constraints	To not allow our bridge fund to exceed a 3 year limit		100%	100%	100%
To fully utilize Federal and State FM dollars for road construction	Keep our State FM balance not more than two years borrowed ahead and to use all Federal funds as they become available.		100%	100%	100%
Review replacement possibilities for culverts	To replace damaged or inadequate culverts with structure of adequate length and size and type		100%	100%	100%
Complete construction of projects	Complete construction of projects within 110% of contract costs		100%	100%	100%

ACTIVITY/SERVICE:	Rock Resurfacing	DEPT/PROG:	27D		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	All		
BOARD GOAL:	Extend our Resources	FUND:	13 Sec Roads	BUDGET:	\$1,025,000
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Blading - Miles			394	394	394
Rock Program - Miles			120	120	120

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To insure adequate maintenance blading of gravel roads	Every mile of gravel road is bladed at least once a week when weather conditions permit.		100%	100%	100%
Maintain a yearly rock resurfacing program to insure enough thickness of rock	Insure enough thickness of rock to avoid mud from breaking through the surface on 90% of all Gravel Roads (frost Boils excepted)		100%	100%	100%
Provide instruction to Blade operators on proper techniques	Maintain proper crown and eliminate secondary ditches on 95% of gravel roads		100%	100%	100%

ACTIVITY/SERVICE:	Snow and Ice Control	DEPT/PROG:	27E		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	All		
BOARD GOAL:	Extend our Resources	FUND:	13 Sec Roads	BUDGET:	\$439,500
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Tons of salt used			1000	1000	1200
Number of snowfalls less than 2"			6	9	9
Number of snowfalls between 2" and 6"			2	4	4
Number of snowfalls over 6"			0	1	1

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
In accordance with our snow policy, call in staff early after an over night snow event	All snow routes will have one round complete within 2 hours of start time when event is 4 inches or less, within 3 hours when between 4 and 6 inches		100%	100%	100%
Keep adequate stores of deicing materials and abrasives	Storage facilities not to be less than 20% of capacity		100%	100%	100%
To make efficient use of deicing and abrasive materials.	Place deicing and abrasive materials on snow pack and ice within 2 hours of snow clearing.		100%	100%	100%

ACTIVITY/SERVICE:	Asset Magement	DEPT/PROG:	27I / 27K		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	All		
BOARD GOAL:	Extend our Resources	FUND:	13 Sec Roads	BUDGET:	\$1,136,500
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Cost for Buildings and Grounds			\$74,000	\$175,000	\$175,000
Cost per unit for service			\$219	\$300	\$300
Average time of Service			120 minutes	120 minutes	120 minutes
Cost per unit for repair			\$348	\$550	\$550

PROGRAM DESCRIPTION:

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

		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Provide resources to maintain a high level of aesthetic appeal to all Secondary Road buildings and property.	To maintain cost for Buildings and Grounds to within 10% of previous year. (Minus any capital Improvement)		100%	100%	100%
To maintain high levels of service to Secondary Road Equipment.	Service equipment within 10% of Manufactured recommended Hours or miles		100%	100%	100%
To perform cost effective repairs to Equipment	Cost of repairs per unit to below \$550		100%	100%	100%
To maintain cost effective service	Cost of service per unit to below \$300		100%	100%	100%

ACTIVITY/SERVICE:	Traffic Control	DEPT/PROG:	27 D		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	All		
BOARD GOAL:	Foster Healthy Communities	FUND:	13 Sec Roads	BUDGET:	\$182,000
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of Signs			7101	7101	7101
Miles of markings			183	183	183

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Maintain all signs and pavement markings	Hold cost per mile for signs, paint, and traffic signals to under \$325/mile		100%	100%	100%
Maintain pavement markings to Federal standards	Paint all centerline each year and half of all edge line per year		100%	100%	100%
Maintain all sign reflectivity to Federal Standards	Replace 95% of all signs at end of reflective coating warranty		100%	100%	100%

ACTIVITY/SERVICE:	Road Clearing / Weed Spray	DEPT/PROG:	27G	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	All	
BOARD GOAL:	Extend our Resources	FUND:	13 Sec Roads	BUDGET: \$175,000
OUTPUTS	2010-11	2011-12	2012-13	2013-14
	ACTUAL	ACTUAL	PROJECTED	PROJECTED
Roadside Miles		1148	1148	1148
Percent of Road Clearing Budget Expended		133.60%	95%	95%

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
Remove brush from County Right of way at intersections	Keep brush clear for sight distance at 95% of all intersections		95%	95%	95%
Remove brush from County Right of way to remove snow traps and improve drainage	Keep brush from causing snow traps on 80% of Gravel roads and 95% of paved roads		95%	95%	95%
To maintain vegetation free shoulders on paved roads	Maintain a program that eliminates vegetation on 95% of all paved road shoulders		95%	90%	90%
To stay within State requirements on Noxious weeds	Keep all noxious weeds out of 95% of all county right of way		90%	90%	90%

ACTIVITY/SERVICE:	Roadway Maintenance	DEPT/PROG:	27D		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	All		
BOARD GOAL:	Extend our Resources	FUND:	13 Sec Roads	BUDGET:	\$170,000
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Miles of Roadside			1148	1148	1148
Number of Bridges and Culverts over 48"			650	650	650

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Maintain an active ditch cleaning program	Clean a minimum of 5500 lineal feet of ditch per year		200%	100%	100%
Blade shoulders to remove edge rut	Bring up shoulders on all paved roads at least twice a year		100%	100%	100%

ACTIVITY/SERVICE:	Macadam	DEPT/PROG:	27D		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	ALL		
BOARD GOAL:	Foster Healthy Communities	FUND:	13 Sec Roads	BUDGET:	\$150,000
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of potential projects			25	24	24
Cost of Macadam stone per ton			\$7.30	\$7.30	\$7.50

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Maintain an active Macadam program	Complete at least one macadam project per year		100%	100%	100%
Review culverts on macadam project for adequate length	Extend short culverts		100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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	2.00	2.00	2.00	2.00
204-A Office Leader		-	-	-	-	-
230-A Administrative Assistant		1.00	1.00	1.00	1.00	1.00
162-A Clerk III		0.25	0.25	0.25	0.25	0.25
Z Seasonal Engineering Intern		0.25	0.25	0.25	0.25	0.25
TOTAL POSITIONS		6.50	5.50	5.50	5.50	5.50
REVENUE SUMMARY:						
Intergovernmental		\$3,249,180	\$3,097,879	\$3,102,630	\$3,448,953	\$3,448,953
Licenses and Permits		12,155	10,000	10,000	10,000	10,000
Fees and Charges		6,745	4,000	4,000	4,000	4,000
Miscellaneous		32,932	9,000	9,000	9,000	9,000
Sale of Fixed Assets		130,000	-	-	-	-
General Basic Fund Transfer		681,882	725,794	725,794	725,794	725,794
Rural Service Basic Transfer		2,061,118	2,139,440	2,139,440	2,139,440	2,139,440
TOTAL REVENUES		\$6,174,012	\$5,986,113	\$5,990,864	\$6,337,187	\$6,337,187
APPROPRIATION SUMMARY:						
Administration		\$181,229	\$203,000	\$190,000	\$198,000	\$198,000
Engineering		403,222	451,000	428,500	433,500	433,500
TOTAL APPROPRIATIONS		\$584,451	\$654,000	\$618,500	\$631,500	\$631,500
ANALYSIS						
<p>FY14 revenues are recommended to increase 5.8 % over current budgeted amounts for this program.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1.Intergovernmental Transfers increase by \$106,485 or 3.72% 2.Miscellaneous revenue remains flat from the projected budget numbers. 3.Rural Services Basic Transfer increases by \$87,279 or 4.1% 4.Total revenue changes between FY13 and FY14 is \$411,559 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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	11.00	11.00	10.00	10.00
Z Seasonal Maintenance Worker		0.60	0.60	0.60	0.60	0.60
TOTAL POSITIONS		24.60	25.60	25.60	24.60	24.60
APPROPRIATION SUMMARY:						
Bridges/Culverts		\$182,418	\$220,000	\$220,000	\$240,000	\$240,000
Road Maintenance		1,688,211	1,946,000	1,965,000	2,250,000	2,250,000
Road Clearing		233,854	175,000	180,000	180,000	180,000
Snow/Ice Control		214,819	453,000	453,000	453,000	453,000
Traffic Control		185,908	199,000	222,000	227,000	227,000
TOTAL APPROPRIATIONS		\$2,505,210	\$2,993,000	\$3,040,000	\$3,350,000	\$3,350,000
ANALYSIS						
FY14 costs for this program are recommended to increase by \$310,000 (10.2%).						
List issues for FY14 budget:						
1.Bridges & Culverts to increase by \$20,000 or 11.11%						
2.Road Maintenance to increase by \$357,000 or 11.9%						
3.Snow/Ice Control to remain constant.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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
REVENUE:						
Fixed Assets		\$130,000	\$175,000	\$15,000	\$15,000	\$15,000
APPROPRIATION SUMMARY:						
New Equipment		\$805,507	\$750,000	\$647,051	\$693,000	\$693,000
Equipment Operation		1,100,434	1,126,500	1,191,500	1,191,500	1,191,500
Tools/Materials/Supplies		40,420	81,500	87,500	92,500	92,500
Property/Assessment		75,146	175,000	175,000	175,000	175,000
TOTAL APPROPRIATIONS		\$2,021,507	\$2,133,000	\$2,101,051	\$2,152,000	\$2,152,000
ANALYSIS						
FY14 costs for this program are recommended to increase \$50,949 (2.4%).						
FY14 revenues are recommended to % over current budgeted amounts for this program.						
List issues for FY14 budget:						
1. New Equipment to decrease \$57,000 or 7.6%.						
2. Total program budget to increase by \$19,000.						
3.						
4.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Roadway Construction (27D)	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
APPROPRIATION SUMMARY:					
Construction	\$238,577	\$69,000	\$694,560	\$1,205,000	\$1,205,000
TOTAL APPROPRIATIONS	\$238,577	\$69,000	\$694,560	\$1,205,000	\$1,205,000

ANALYSIS

FY14 costs for this program are recommended to increase \$510,440 (73.5%).

List issues for FY14 budget:

1. Total appropriations to increase due to Large Construction Projects Plan for this Fiscal Year.
- 2.
- 3.
- 4.

Sheriff's Office

Dennis Conard, Sheriff



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

ACTIVITY/SERVICE:	Sheriff's Administration	DEPARTMENT:	28A		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$ 408,551
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Ratio of administrative staff to personnel of < or = 2.5%			2.4	2.2	2.2

PROGRAM DESCRIPTION:

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 GOAL	2011-12 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Increase cost savings on supply orders	All supply orders >\$50 will be cross-referenced against 3 suppliers to ensure lowest price and greatest value.		3	3	3
Decrease the number of exceptions on purchase card exception report	2% of PC purchases will be included on the exception report, with all exceptions being cleared by the next PC cycle.		<2%	2%	<2%
All payroll will be completed and submitted by deadline.	100% of Sheriff's Office payroll will be completed by the end of business on the Tuesday following payroll Monday.		100%	100%	100%

ACTIVITY/SERVICE:	Traffic Enforcement	DEPARTMENT:	28B		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$ 2,935,503
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of traffic contacts		N/A	2195	1850	2000

PROGRAM DESCRIPTION:

Uniformed law enforcement patrolling Scott County to ensure compliance of traffic laws and safety of citizens and visitors to Scott County.

PERFORMANCE MEASUREMENT		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
To increase the number of hours of traffic safety enforcement/seat belt enforcement.	Complete 600 hours of traffic safety enforcement/seat belt enforcement.		1057.5	900	900
Reduce the amount of traffic accidents in Scott County.	Reduce the number of traffic accidents from fiscal year 2010 in Scott County by 5%.		252	242	245
Respond to calls for service in a timely manner	Respond to calls for service within 7.5 minutes		<7.5	7.5	<7.5
Increase visibility in high call areas	Complete 10 hours per week/per shift of DDACTS (Data Driven Approaches to Crime and Traffic Safety)	N/A	520* suspended for 3rd quarter	800	800

ACTIVITY/SERVICE:	Jail	DEPARTMENT:	28C		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$ 866,187
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Inmate instances of programming attendance			22,231	24500	24,500
The number of inmate and staff meals prepared			287,678	282760	280,000
Jail occupancy			255	245	250
Number of inmate/prisoner transports			883	920	900

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Operate a secure jail facility	Maintain zero escapes from the Jail facility		0	0	0
Operate a safe jail facility	Maintain zero deaths within the jail facility		1	0	0
Classification of prisoners	100 % of all prisoners booked into the Jail will be classified per direct supervision standards.		100	100	100

ACTIVITY/SERVICE:	Civil Deputies	DEPARTMENT:	28E		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$ 393,682
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of attempts of service made.			21,080	21400	21,000
Number of papers received.			10,674	12600	13,000
Cost per civil paper received.			\$34.89	<\$30.00	<\$30

PROGRAM DESCRIPTION:

Serve civil paperwork in a timely manner.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Timely service for mental injunctions and protective orders	All mental injunctions and protective orders will be attempted the same day of receipt.		1	1	1
No escapes during transportation of mental committals	Zero escapes of mental committals during transportation to hospital facilities		0	0	0
Timely service of civil papers	All civil papers will be attempted at least one time within the first 7 days of receipt		<7	<7	<7
Increase percentage of papers serviced	Successfully serve at least 93% of all civil papers received		98.7%	95	95.0%

ACTIVITY/SERVICE:	Investigations(CID)	DEPARTMENT:	28I		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$ 1,258,596
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Crime Clearance Rate			69%	65%	60%

PROGRAM DESCRIPTION:

Investigates crime for prosecution.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Complete home compliance checks on sex offenders in Scott County.	Complete 300 home compliance checks annually on sex offenders		967	300	300
To increase drug investigations by the Special Operations Unit	Investigate 15 new drug related investigations per quarter		67	60	60
To increase the number of follow up calls with victims of cases of sexual assault, child abuse and domestic violence.	Increase the number of follow up calls with reviewed sexual assault, child abuse and domestic violence cases by 15 per quarter		73	60	60
Increase burglary and theft investigations	100% of burglaries and thefts will be checked against local pawn shops' records		91%	100%	100%

ACTIVITY/SERVICE:	Bailiffs	DEPARTMENT:	28J		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$ 911,666
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of prisoners handled by bailiffs			6244	7650	8000
Number of warrants served by bailiffs			744	720	750

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
No escapes during transporting inmates to and from court	Allow zero escapes when transporting inmates to and from court in the Scott County Complex		0	0	0
No escapes when transporting inmates from one facility to another	Allow zero escapes when transporting inmates from one facility to another		0	0	0
No weapons will be allowed in the Scott County Courthouse or Administration Building	Allow zero weapons into the Scott County Courthouse or Administration Building beginning January 1, 2011		0	0	0
No injuries to courthouse staff or spectators during trial proceedings	Ensure zero injuries to courthouse staff or spectators during trial proceedings		0	0	0

ACTIVITY/SERVICE:	Civil Support Services	DEPARTMENT:	28M	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET: \$ 391,848
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
Maintain administrative costs to serve paper of < \$30			\$30.34	\$26.00
Number of civil papers received for service			10,674	12,600

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Timely process of civil papers.	Civil papers, excluding garnishments, levys and sheriff sales, will be entered and given to a civil deputy within 3 business days.		<3	3	<3
Respond to weapons permit requests in a timely fashion.	All weapons permit requests will be completed within 30 days of application.		<2	30	<3
Timely process of protective orders and mental injunctions.	All protective orders and mental injunctions will be entered and given to a civil deputy for service the same business day of receipt.		1	1	1
Timely response to requests for reports/records	All report and record requests will be completed within 72 hours of receipt		<72	72	<72

ACTIVITY/SERVICE:	Court Support/DOC	DEPARTMENT:	28C		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$ 196,717
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of Referrals		N/A	N/A	2317	2,300

PROGRAM DESCRIPTION:

Court Compliance, Pre-Trial Release and Alternative Sentencing Programs in existence to attempt to reduce recidivism in the Scott County Jail.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Reduce offender recidivism	Under 15% of those individuals referred will reoffend within the same year.	N/A	N/A	10.40%	<15%
Court fines and fees paid	The amount of court fines and fees paid by performing community service exceeds \$500K annually.	N/A	N/A	\$685,299	\$600,000
Completing community service	The number of hours of completed community service per year is 100,000 hours or more.	N/A	N/A	120,086	100,000

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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	0.60	0.60
271-A Office Supervisor		0.60	-	-	-	-
198-A Senior Clerk		-	-	-	-	-
220-A Senior Accounting Clerk/Receptionist		-	1.00	1.00	1.00	1.00
TOTAL POSITIONS		2.60	3.60	3.60	3.60	3.60
REVENUE SUMMARY:						
Miscellaneous		\$778	\$300	\$300	\$300	\$700
TOTAL REVENUES		\$778	\$300	\$300	\$300	\$700
APPROPRIATION SUMMARY:						
Personal Services		\$356,211	\$369,077	\$369,078	\$381,558	\$381,558
Equipment		-	670	670	670	670
Expenses		10,682	14,950	14,950	14,950	14,950
Supplies		10,420	11,373	11,373	11,373	11,373
TOTAL APPROPRIATIONS		\$377,313	\$396,070	\$396,071	\$408,551	\$408,551
ANALYSIS						
FY14 non-salary costs for the entire Sheriff's Office are recommended to increase by 14.2% over current budgeted levels due to a transfer of Court Compliance Officer/DOC expenses being transferred from 23C - Non-Departmental to 28C -Sheriff's Office.						
FY14 revenues for the entire Sheriff's Office are recommended to increase by 6.8% due to the increase in housing of federal prisoners, and the increase in refunds and reimbursements, which is the reimbursement by Pleasant Valley Community School District for 1/2 of the expenses for the school liaison deputy at the high school.						
FY14 non-salary costs as well as FY14 revenues for this program (28A) are recommended to remain constant with no increases.						
List issues for FY14 budget:						
1.						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1.						
2.						
3.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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
451-E Sergeant		4.00	4.00	4.00	4.00	4.00
329-E Deputy		18.00	18.00	18.00	18.00	18.00
TOTAL POSITIONS		26.00	26.00	26.00	26.00	26.00
REVENUE SUMMARY:						
Intergovernmental		\$83,300	\$68,400	\$59,800	\$96,905	\$96,905
Fees and Charges		809	850	850	700	700
Miscellaneous		121,523	13,500	45,000	51,000	51,000
TOTAL REVENUES		\$205,632	\$82,750	\$105,650	\$148,605	\$148,605
APPROPRIATION SUMMARY:						
Personal Services		\$2,332,146	\$2,482,308	\$2,482,308	\$2,559,379	\$2,559,379
Equipment		25,226	25,305	25,305	25,305	25,305
Expenses		185,740	175,540	175,540	175,540	175,540
Supplies		217,439	175,279	175,279	175,279	175,279
TOTAL APPROPRIATIONS		\$2,760,551	\$2,858,432	\$2,858,432	\$2,935,503	\$2,935,503
ANALYSIS						
FY14 non-salary costs for this program are recommended to remain the same from FY13 to FY14.						
FY14 revenues are recommended to increase by 79.6% due to the increase in refunds and reimbursements, which is the reimbursement by Pleasant Valley Community School District for 1/2 of the expenses for the school liaison deputy at the high school and the increase in Political Subdivisions as overtime is paid for extra patrol by small towns in Scott County with no police departments.						
List issues for FY14 budget:						
1.						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1. Replacement of toughbook computers for all deputies - \$196,000 for Patrol deputies - total investment \$316,000.						
2.						
3.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Corrections Division (28CJ)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
705-A Jail Administrator		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
449-A Corrections Captain		-	-	-	-	-
406-A Shift Commander (Cooperations Lieutenant)		2.00	2.00	2.00	2.00	2.00
400-A Support/Program Supervisor		-	-	-	-	-
353-A Corrections Lieutenant		-	-	-	-	-
332-A Corrections Sergeant		15.00	15.00	14.00	14.00	14.00
332-A Food Service Manager		1.00	1.00	1.00	1.00	1.00
323-A Program Services Coordinator		2.00	2.00	2.00	2.00	2.00
289-A Classification Specialist		2.00	2.00	2.00	2.00	2.00
262-A Lead Bailiff		1.00	1.00	1.00	1.00	1.00
246-H Correction Officer		59.00	59.00	59.00	59.00	59.00
220-A Bailiffs		11.20	11.60	11.60	11.60	11.60
220-C Senior Accounting Clerk		1.00	1.00	1.00	1.00	1.00
198-A Alternative Sentence Coordinator		1.00	1.00	1.00	1.00	1.00
198-A Senior Clerk		-	-	-	-	-
177-C Inmate Services Clerk		1.00	1.00	1.00	1.00	1.00
176-H Jail Custodian/Correction Officer		4.00	4.00	4.00	4.00	4.00
176-C Cook		3.60	3.60	3.60	3.60	3.60
141-C Clerk II		-	-	-	-	-
Laundry Officer		1.0	1.0	-	-	-
TOTAL POSITIONS		106.80	107.20	105.20	105.20	105.20
REVENUE SUMMARY:						
Intergovernmental		\$14,196	\$17,400	\$17,400	\$17,400	\$17,400
Fees and Charges		917,043	642,000	642,000	663,600	663,600
Miscellaneous		3,190	1,100	3,100	1,100	1,100
TOTAL REVENUES		\$934,429	\$660,500	\$662,500	\$682,100	\$682,100
APPROPRIATION SUMMARY:						
Personnel Services		\$7,524,156	\$8,060,660	\$8,060,660	\$7,885,494	\$7,885,494
Equipment		31,125	34,715	34,715	34,715	34,715
Expenses		134,928	188,740	188,740	385,457	385,457
Supplies		628,251	647,334	649,184	649,184	649,184
TOTAL APPROPRIATIONS		\$8,318,460	\$8,931,449	\$8,933,299	\$8,954,850	\$8,954,850
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase by 22.5% due to the Court Compliance Officer/DOC expenses being transferred from 23C Non-Departmental to 28C Corrections.						
FY14 revenues are recommended to increase by 2.1% due to the expected increase in housing federal prisoners.						
List issues for FY14 budget:						
1.						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1. Courthouse and Jail metal detector replacement \$34,000						
2. Carpet replacement in the jail - this year and anticipating every year at \$20,000						
3. Jail operations software replacement - potential of \$100,000 - RFPs to be sent out in early FY14						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Support Services Division (28H/M)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
464-A Lieutenant		-	-	-	-	-
300-A Chief Telecommunications Operator		-	-	-	-	-
316-A Office Administrator		0.40	0.40	0.40	0.40	0.40
271-A Office Administrator		-	-	-	-	-
271 -Lead Public Safety Dispatcher		-	-	-	-	-
252-A Public Safety Dispatcher		-	-	-	-	-
191-C Senior Accounting Clerk		1.00	1.00	1.00	1.00	1.00
177-C Senior Clerk		1.00	1.00	1.00	1.00	1.00
162-A Warrant Clerk		-	-	-	-	-
162-A Clerk III		3.50	3.50	3.50	3.60	3.60
TOTAL POSITIONS		5.90	5.90	5.90	6.00	6.00
REVENUE SUMMARY:						
Licenses and Permits		\$123,160	\$100,000	\$100,000	\$100,000	\$100,000
Fees and Charges		325	300	300	200	200
Miscellaneous		626	100	200	100	100
TOTAL REVENUE		\$124,111	\$100,400	\$100,500	\$100,300	\$100,300
APPROPRIATION SUMMARY:						
Personal Services		\$310,932	\$339,065	\$339,064	\$364,798	\$364,798
Equipment		416	2,325	2,325	2,325	2,325
Expenses		53,777	18,370	39,835	18,370	18,370
Supplies		6,584	6,355	6,755	6,355	6,355
TOTAL APPROPRIATIONS		\$371,709	\$366,115	\$387,979	\$391,848	\$391,848
ANALYSIS						
FY14 non-salary costs for this program are recommended to remain constant as are revenues for FY14.						
List issues for FY14 budget:						
1.						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1.						
2.						
3.						
List capital, personnel and vehicle changes:						
None						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Criminal Investigations Division (28E/I)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
519-A Captain		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	1.00	1.00
TOTAL POSITIONS		16.00	16.00	16.00	16.00	16.00
REVENUE SUMMARY:						
Intergovernmental		\$78,455	\$39,000	\$41,000	\$41,000	\$41,000
Fees and Charges		336,272	302,000	302,000	303,000	303,000
Miscellaneous		37,525	8,500	61,388	8,500	8,500
TOTAL REVENUES		\$452,252	\$349,500	\$404,388	\$352,500	\$352,500
APPROPRIATION SUMMARY:						
Personnel Services		1,309,199	\$1,433,121	\$1,433,121	\$1,553,175	\$1,553,175
Equipment		334	-	-	-	-
Expenses		40,308	43,112	43,112	43,112	43,112
Supplies		74,182	55,991	55,991	55,991	55,991
TOTAL APPROPRIATIONS		\$1,424,023	\$1,532,224	\$1,532,224	\$1,652,278	\$1,652,278
ANALYSIS						
FY14 non-salary costs for this program are recommended to remain constant. Revenues are to remain constant from the FY2013 Adjusted Budget. The Sheriff's Office received \$61,388 in forfeited assets in FY13, due to a large case, which is not typical and can not be expected annually.						
List issues for FY14 budget:						
1.						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1. Replacement of toughbook computers for all deputies - \$120,000 for Civil /Investigation deputies - total investment \$316,000.						
2. Funding for one (1) Fusion Center deputy through Homeland Security grant to end December 31, 2013.						
3.						

Board of Supervisors



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

ACTIVITY/SERVICE:	Legislative Policy and Policy Dev	DEPT/PROG:	29A		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Improve Communication	FUND:	01 General	BUDGET:	\$ 230,212
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of special meetings with brds/comm and agencies		23	25	25	25
Number of agenda discussion items		80	88	80	80
Number of agenda items for Board goals		N/A	124	180	180
Number of committee of the whole meetings		49	53	45	45

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2012-13 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Participate in special meetings and discussions to prepare for future action items.	95% attendance at the committee of the whole discussion sessions for Board action.	N/A	98%	98%	98%
Board members are informed and prepared to take action on all items on the agenda.	Percentage number of agenda items that are postponed.	0%	0.50%	5%	5%

ACTIVITY/SERVICE:	Intergovernmental Relations	DEPT/PROG:	29A		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$ 76,738
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Attendance of members at Bi-State Regional Commission		29/36	35/36	36/36	36/36
Attendance of members at State meetings		N/A	77%	95%	80%
Attendance of members at boards and commissions mtgs		105/115 - 91%	98%	95%	95%
Attendance of members at city council meetings		N/A	18/18	80/85	18/18
Number of proclamation or letters of support actions		12	13	15	15

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2012-13 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Board members serve as ambassadors for the County and strengthen intergovernmental relations.	Percent attendance of board members at intergovernmental meetings.	88%	98%	95%	95%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		\$1,000	\$0	\$0	\$0	\$0
TOTAL REVENUES		\$1,000	\$0	\$0	\$0	\$0
APPROPRIATION SUMMARY:						
Personal Services		\$263,767	\$290,117	\$289,117	\$295,425	\$295,425
Expenses		9,700	10,700	10,700	10,700	10,700
Supplies		337	825	825	825	825
TOTAL APPROPRIATIONS		\$273,804	\$301,642	\$300,642	\$306,950	\$306,950
ANALYSIS						
FY14 non-salary costs for this program are recommended to remain unchanged from the FY13 budgeted level.						

Treasurer

Bill Fennelly, County Treasurer



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

ACTIVITY/SERVICE:	Tax Collections	DEPARTMENT:	30B		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$436,023
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Issue tax/SA statements and process payments		198,053	195,415	192,000	195,000
Issue tax sale certificates		1,691	2,144	2,100	2,100
Process elderly tax credit applications		709	926	800	800

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Mail all collection reports to taxing authorities prior to the 10th of each month.	Start apportioning process immediately after the close of the month to ensure completion in a timely manner.	100%	100%	100%	100%
Serve 80% of customers within 15 minutes of entering que.	Provide prompt customer service by ensuring proper staffing levels.	90.48%	94.35%	80%	85.00%

ACTIVITY/SERVICE:	Motor Vehicle Reg - Courthouse	DEPARTMENT:	30C	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET: \$496,661
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
				2013-14 PROJECTED
Number of vehicle renewals processed		156,716	143,205	158,000
Number of title and security interest trans. processed		71,883	69,904	68,000
Number of junking & misc. transactions processed		7,585	12,449	12,100

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Serve 80% of customers within 15 minutes of entering queue.	Provide prompt customer service by ensuring proper staffing levels.	90%	94.35%	80%	85.00%
Retain \$1.2 million in Motor Vehicle revenues.	Maximize revenue retained by the County.	100%	\$1,346,317.80	\$1,365,000	\$1,370,000.00

ACTIVITY/SERVICE:	County General Store	DEPARTMENT:	30D	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET: \$412,766
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
		2013-14 PROJECTED		
Total dollar amount of property taxes collected		11,482,468	12,415,929	11,700,000
Total dollar amount of motor vehicle plate fees collected		6,478,474	6,591,973	6,300,000
Total dollar amt of MV title & security interest fees collected		2,599,264	2,518,841	2,500,000

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Serve 80% of customers within 15 minutes of entering queue.	Provide prompt customer service by ensuring proper staffing levels.	89%	86.15%	80%	85.00%
Process at least 4.5% of property taxes collected.	Provide an alternative site for citizens to pay property taxes.	4.38%	4.77%	4.50%	4.50%
Process at least 29% of motor vehicle plate fees collected.	Provide an alternative site for citizens to pay MV registrations.	28%	27.49%	29%	29.00%

	DT	CGS
Property Taxes	260,288,788	12,415,929
MV Fees	17,391,120	6,591,973
MV Fixed Fees	15,243,123	2,518,841

ACTIVITY/SERVICE:	Accounting/Finance	DEPARTMENT:	30E		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$388,995
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of receipts issued		3,806	3,869	3,700	3,700
Number of warrants/checks paid		13,365	12,285	12,500	12,500
Dollar amount available for investment annually		383,074,839	388,863,906	380,000,000	390,000,000

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Investment earnings at least 10 basis points above Federal Funds rate.	Invest all idle funds safely, with proper liquidity, and at a competitive rate.	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		\$174,130	\$183,448	\$183,449	\$184,021	\$184,021
Equipment		\$0	\$0	\$0	\$0	\$0
Expenses		5,154	8,180	8,180	8,180	8,180
Supplies		781	1,350	1,350	1,350	1,350
TOTAL APPROPRIATIONS		\$180,065	\$192,978	\$192,979	\$193,551	\$193,551
ANALYSIS						
<p>FY14 non-salary costs for this program are recommended to remain unchanged from current budgeted levels.</p> <p>There are no revenues credited to this program.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. None 2. 3. 4. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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
151-C Multi-Service Clerk		7.00	7.00	6.50	6.50	6.50
TOTAL POSITIONS		7.80	7.80	7.30	7.30	7.30
REVENUE SUMMARY:						
Penalties & Interest on Taxes		\$789,143	\$780,000	\$780,000	\$780,000	\$780,000
Fees and Charges		203,761	190,750	190,750	190,800	190,800
Miscellaneous		13,579	5,000	5,000	5,000	5,000
TOTAL REVENUES		\$1,006,483	\$975,750	\$975,750	\$975,800	\$975,800
APPROPRIATION SUMMARY:						
Personal Services		\$382,144	\$404,099	\$404,099	\$425,746	\$425,746
Expenses		12,369	14,870	15,170	15,170	15,170
Supplies		12,198	15,450	14,450	14,450	14,450
TOTAL APPROPRIATIONS		\$406,711	\$434,419	\$433,719	\$455,366	\$455,366
ANALYSIS						
FY14 non-salary costs for this program are recommended to decline slightly from current budgeted levels. The reduction is due to shifting a portion of supplies funding to the Motor Vehicle program.						
Budgeted revenues are essentially unchanged from current levels.						
List issues for FY14 budget:						
1. None						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1. None						
2.						
3.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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
332-A Motor Vehicle Supervisor		1.00	1.00	1.00	1.00	1.00
151-C Multi-clerk		7.00	7.00	6.50	6.50	6.50
TOTAL POSITIONS		8.30	8.30	7.80	7.80	7.80
REVENUE SUMMARY:						
Fees and Charges		\$1,358,642	\$1,351,550	\$1,371,550	\$1,376,550	\$1,376,550
Miscellaneous		1,364	-	-	-	-
TOTAL REVENUES		\$1,360,006	\$1,351,550	\$1,371,550	\$1,376,550	\$1,376,550
APPROPRIATION SUMMARY						
Personal Services		\$442,773	\$485,408	\$485,409	\$477,087	\$477,087
Expenses		1,079	3,680	3,680	3,680	3,680
Supplies		21,579	22,450	23,450	23,450	23,450
TOTAL APPROPRIATIONS		\$465,431	\$511,538	\$512,539	\$504,217	\$504,217
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase slightly due to a transfer of supply costs from the Tax Collection program.						
Revenues credited to this program are recommended to increase by \$25,000 due to higher retentions of motor vehicle fees.						
List issues for FY14 budget:						
1. None						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1. None						
2.						
3.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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
151-C Multi-Service Clerk		5.00	5.00	4.00	4.00	4.00
TOTAL POSITIONS		7.10	7.10	6.10	6.10	6.10
REVENUE SUMMARY:						
Miscellaneous		\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES		\$0	\$0	\$0	\$0	\$0
APPROPRIATION SUMMARY:						
Personal Services		\$400,809	\$408,273	\$408,273	\$380,702	\$380,702
Expenses		486	2,860	16,250	35,460	35,460
Supplies		1,274	2,625	2,625	2,625	2,625
TOTAL APPROPRIATIONS		\$402,569	\$413,758	\$427,148	\$418,787	\$418,787
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase by \$32,600 due to the new cost of the County General Store. For the previous 10 years this cost was absorbed by the State of Iowa.						
There are no revenues credited to this program.						
List issues for FY14 budget:						
1. None						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1. None						
2.						
3.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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		3.00	3.00	3.00	3.00	3.00
TOTAL POSITIONS		5.20	5.20	5.20	5.20	5.20
REVENUE SUMMARY:						
Use of Money/Property		\$144,518	\$140,000	\$140,000	\$140,000	\$140,000
Miscellaneous		2,394	1,600	4,900	5,000	5,000
TOTAL REVENUES		\$146,912	\$141,600	\$144,900	\$145,000	\$145,000
APPROPRIATION SUMMARY:						
Personal Services		\$322,579	\$338,217	\$338,217	\$343,381	\$343,381
Expenses		32,114	54,220	49,250	49,250	49,250
Supplies		1,847	2,250	2,250	2,250	2,250
TOTAL APPROPRIATIONS		\$356,540	\$394,687	\$389,717	\$394,881	\$394,881
ANALYSIS						
FY14 non-salary costs for this program are recommended to decline from current budgeted levels due to a \$5,000 reduction in bank service charges.						
Revenues credited to this program are recommended to increase by 2.4%.						
List issues for FY14 budget:						
1. None						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1. None						
2.						
3.						

BI-STATE REGIONAL COMMISSION

Director: Denise Bulat, Phone: 309-793-6300, Website: bistateonline.org



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

ACTIVITY/SERVICE:	Metropolitan Planning Organization (MPO)	DEPARTMENT:			
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			All Urban
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$26,023
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Urban Transportation Policy & Technical Committee meetings		20	13	12	12
Urban Transportation Improvement Program document		1	1	1	1
Mississippi River Crossing meetings		7	6	6	6
Bi-State Trail Committee & Air Quality Task Force meetings		10	12	8	8

PROGRAM DESCRIPTION:

Regional Urban Transportation Planning

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Road & trail construction; Bridge coordination, air quality, transit, GIS, grant applications	Maintain the region's eligibility for federal /state highway funds.	\$8.662 Million of transportation improvement programmed	\$9.73 Million of transportation improvement programmed	\$16.28 Million of transportation improvement programmed	\$9.73 Million of transportation improvement programmed

ACTIVITY/SERVICE:	Regional Planning Agency (RPA)	DEPARTMENT:			
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			All Urban
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$2,230
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Region 9 Transportation Policy & Technical Committee meetings		6	5	4	4
Region 9 Transportation Improvement Program document		1	1	1	1
Transit Development Plan		1	1	1	1

PROGRAM DESCRIPTION:

Regional Rural Transportation Planning

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Road & trail construction; air quality, transit, GIS, grant applications	Maintain the region's eligibility for federal /state highway funds.	\$1.237 Million of transportation improvement programmed	\$4.85 Million of transportation improvement programmed	\$2.97 Million of transportation improvement programmed	\$2.97 Million of transportation improvement programmed

ACTIVITY/SERVICE:	Regional Economic Development Planning		DEPARTMENT:		
BUSINESS TYPE:	Core Service		RESIDENTS SERVED:		All Urban
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$12,640
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Comprehensive Economic Development Strategy document		1	1	1	1
Maintain Bi-State Regional data portal & website		1	1	1	1
EDA funding grant applications		3	6	2	2
Small Business Loans in region		1	2	3	3

PROGRAM DESCRIPTION:

Regional Economic Development Planning

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Census Data Repository, region data portal, EDA funded projects in the region	Maintain the region's eligibility for federal economic development funds.	100%	100%	100%	100%

ACTIVITY/SERVICE:	Regional Services	DEPARTMENT:			
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			All Urban
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$33,458
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Joint purchasing bids and purchases		19	19	19	19
Administrator/Elected/Department Head meetings		26	21	25	25

PROGRAM DESCRIPTION:

Coordination of Intergovernmental Committees & Regional Programs

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Regional coordination, cooperation and communication for implementation of joint efforts	Maintain the region's cooperation and cost savings in joint efforts	100%	100%	100%	100%

ACTIVITY/SERVICE:	Legislative Technical Assistance	DEPARTMENT:			
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			All Urban
BOARD GOAL:	Improve Communication	FUND:	01 General	BUDGET:	\$15,000
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Legislative technical assistance contract		1	1	1	1
Legislative technical assistance contractor meetings		3	3	3	3

PROGRAM DESCRIPTION:

Coordination of Regional Legislative Technical Assistance Programs

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Protect and expand existing Rock Island Arsenal functions and support systems	Regional coordination, cooperation and communication for legislative technical assistance contracts	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Regional Plan/Tech Assistance (36A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
TOTAL POSITIONS		22.80	23.30	22.30	22.30	22.3
REVENUE SUMMARY:						
Membership Fees		304,965	304,127	304,331	304,331	304,331
Charges for Services		405,542	419,069	431,450	503,577	503,577
Federal/State Funding		129,153	116,022	104,066	176,751	176,751
Transportation		847,229	965,061	989,863	1,010,506	1,010,506
SUB-TOTAL REVENUES		\$1,686,889	\$1,804,279	\$1,829,710	\$1,995,165	\$1,995,165
Scott County Contribution		86,096	89,351	89,351	89,351	89,351
TOTAL REVENUES		\$1,772,985	\$1,893,630	\$1,919,061	\$2,084,516	\$2,084,516
APPROPRIATION SUMMARY:						
Personal Services		1,532,848	1,582,020	1,597,917	1,640,253	1,640,253
Equipment		18,195	13,500	21,520	13,500	13,500
Expenses		230,830	293,227	308,943	297,690	297,690
Occupancy		55,421	55,421	55,421	55,421	55,421
TOTAL APPROPRIATIONS		\$1,837,294	\$1,944,168	\$1,983,801	\$2,006,864	\$2,006,864
ANALYSIS						
F14 non-salary costs for this agency is to remain the same as FY13.						

BUFFALO

Director: Phil Jones, Phone: 563-528-1013, Website: buffaloambulance.com



MISSION STATEMENT:

ACTIVITY/SERVICE:	911 Ambulance	DEPARTMENT:		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		7000
BOARD GOAL:	Foster Healthy Communities	FUND:	Choose One	BUDGET: \$22,650
OUTPUTS	2010-11	2011-12	2012-13	2013-14
	ACTUAL	ACTUAL	PROJECTED	PROJECTED
911 calls responds	820	1150	850	850
911 calls answered	820	1150	850	850
Calls audited	820	1150	850	850
Average response times	8.3	7.3	8 min	8 min

PROGRAM DESCRIPTION:

Basic life support and advanced life support at the paramedic level and emergency and transfer service within geographical area "A" of the Scott County Code of Ordinances, Chapter 28, Ambulance Service standby and/or back-up for areas "B", "C", "D", and "E"

PERFORMANCE MEASUREMENT		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
To maintain 1 unit at paramedic level 24 hours a day 7 days a week.	This will insure minimum 911 coverage for this area	100%	100%	100%	100%

ACTIVITY/SERVICE:	911 Ambulance	DEPARTMENT:			
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			7000
BOARD GOAL:	Foster Healthy Communities	FUND:	Choose One	BUDGET:	\$10,000
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
911 calls responds		820	1150	850	850
911 calls answered		820	1150	850	850
Calls audited		820	1150	850	850
Average response times		8.3	7.3	8 min	8 min

PROGRAM DESCRIPTION:

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
To maintain 2 units 24 hours a day 7 days week	This will allow us to expand our geographical area and provide more resources to the other areas of the county.	100%	100%	75%	100%

ACTIVITY/SERVICE:	911 Ambulance	DEPARTMENT:			
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:			7000
BOARD GOAL:	Foster Healthy Communities	FUND:	Choose One	BUDGET:	\$10,000
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
		820	1150	850	850
		820	1150	850	850
		820	1150	850	850
		8.3	7.3	8 min	8 min

PROGRAM DESCRIPTION:

PERFORMANCE MEASUREMENT		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
To maintain 3 units 24 hours a day 7 days week	This will allow us to expand our geographical area and provide more resources to the other areas of the county.	100%	100%	50%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Emergency Care & Transfer (37A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Volunteers		-	25.00	25.00	25.00	25.00
TOTAL POSITIONS		-	25.00	25.00	25.00	25.00
REVENUE SUMMARY:						
Municipal Subsidy		9,539	3,000	3,000	6,000	6,000
Service Fees		399,195	381,000	401,000	381,000	381,000
Other		529,962	523,000	523,000	518,000	518,000
SUB-TOTAL REVENUES		\$938,696	\$907,000	\$927,000	\$905,000	\$905,000
Scott County Contribution		32,650	32,650	32,650	32,650	32,650
Funding Reserve		-	-	-	-	-
TOTAL COUNTY CONTRIBUTION		\$32,650	\$32,650	\$32,650	\$32,650	\$32,650
TOTAL REVENUES		\$971,346	\$939,650	\$959,650	\$937,650	\$937,650
APPROPRIATION SUMMARY:						
Personal Services		638,487	650,000	610,000	610,000	610,000
Admin		168,739	140,500	138,000	140,500	140,500
Equipment		102,394	79,500	89,500	79,500	79,500
Expenses		60,142	80,000	80,000	80,000	80,000
Supplies		8,158	6,000	6,000	6,000	6,000
Occupancy		31,873	13,500	14,000	13,500	13,500
Training		2,985	5,000	5,000	5,000	5,000
Adjustments		-	-	-	-	-
TOTAL APPROPRIATIONS		\$ 1,012,778	\$ 974,500	\$ 942,500	\$ 934,500	\$ 934,500
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase/decrease 0_0_ % under current budgeted levels.						
FY12 revenues are recommended to increase/decrease 0_0_ % over current budgeted amounts for this program.						
List issues for FY14 budget:						
1 Revenue for Trinity as listed not on track for FY13; FY14 same value						
2 Not clear why tax expense is shown as declining						
3 No contractual adjustment or bad debt allowance listed for FY14						
4 No expense for rent listed in FY14						
5 Contracted services not on track for FY13; FY14 same value						

Center for Active Seniors, Inc. (CASI)

President/CEO: Thomas Bahls, Phone: 563-386-7477, Website: casiseniors.org

MISSION STATEMENT: To provide services that meet the needs of older adults, and fosters respect,

ACTIVITY/SERVICE:	Outreach	DEPARTMENT:		39A	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		1158	
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$117,317
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Total Client Contacts (enrolled and not enrolled)		7567	9,434	9,905	10,400
Contacts on behalf of client		4855	5,497	5,771	6,059
Unduplicated # Served (enrolled and not enrolled)		1032	1,071	1,114	1,158

PROGRAM DESCRIPTION:

To assist Scott County senior citizens in maintaining independent living by A) completing comprehensive assessments to determine individual needs: B) referrals to local, state and federal programs and services C) providing referral/assistance to determine individual needs. D) implementation and monitoring of programs and services for client. *Definitions: Enrolled Client - NAPIS form completed and on file, Non-Enrolled Client - No*

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Client and family/caregiver gain supported access to available services and benefits, financial resources and planning support for the future.	Total contacts will increase 5% from previous year.	0%	2,509/20%	745 /5%	783 /5%
Client maintains a level of independence and remains at home for a longer length of time and reports a stable or improved quality of life.	The # of enrolled clients who are still in their home at the end of the year will increase over the previous year.	N/A	845	887	931

ACTIVITY/SERVICE:	Adult Day Services	DEPARTMENT:	39 C	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	228	
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET: \$26,586
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
Unduplicated Participants		111	111	120
Participant Hours		62528	67,720	71,106
Admissions		32	42	43

PROGRAM DESCRIPTION:

To provide supportive services to elderly Scott County residents who are at risk of premature nursing home placement and caregiver respite. Jane's Place is a low cost alternative to nursing homes that provides a range of supervised therapeutic activities in a group setting.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Program will increase the caregivers' quality of life by providing caregiver respite.	95% of caregivers will be satisfied with program and report improved quality of life. Results will be measured by surveys done twice a year.	95%	97%	95%	95%
Increased participation hours will delay premature nursing home placement and/or result in additional caregiver respite.	Participation hours will increase 5% annually.	(1239)/-1.9%	5,194/8.3%	3386 / 5%	3555 /5%
Participants become involved with a number of planned and spontaneous activities based on their personal interests and abilities.	95% of all participants are engaged in 3 or more daily activities. This outcome will be measured by activity participation records.	95%	95%	95%	95%

ACTIVITY/SERVICE:	Volunteer	DEPARTMENT:	39D		
BUSINESS TYPE:	Service Enhancement	RESIDENTS SERVED:	29462		
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$41,550
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Hours of Service		29275	30,835	32,376	33,995
Unduplicated # of Volunteers		1165	881	925	971
Dollar Value of Volunteers		\$ 549,492	\$ 601,594	\$ 631,656	\$ 663,242

PROGRAM DESCRIPTION:

To provide to Scott County residents meaningful opportunities to volunteer, share their talents and skills and assist in activities and programs for seniors living in Scott County. The dollar value rate of \$19.51per hour is calculated by the US Dept of Labor.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Volunteers of all demographics assist with a variety of activities and events throughout the year.	Maintain a mix of volunteers from all demographics. This outcome will be measured by keeping reports of all volunteer activity.	40+	60	60	60
Provide a wide variety of volunteer opportunities, specifically those that allow individuals to use their profession/expertise.	Provide volunteer opportunities that utilize many different professions.	n/a	25	25	25

ACTIVITY/SERVICE:	Activities, Events, and Education	DEPARTMENT:	39E		
BUSINESS TYPE:	Service Enhancement	RESIDENTS SERVED:		29462	
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$18,297
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
# of CASI Activities		6124	6,794	7,541	8,672
# of Senior Events		33	61	70	84
# of Community Events		457	562	618	680
# of New Activities		27	54	67	77

PROGRAM DESCRIPTION:

To provide opportunities for active adults to pursue creative and intellectual stimulation, promote physical and mental wellness, and remain socially connected through a variety of activities, programs and special events.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Community gains awareness of CASI activities, programs, services, and special events.	Number of community presentations by staff will increase by 5% each year. This outcome will be measured by agency records of all	176	195	205	215
Participation in CASI activities and special events aids in helping older adults stay engaged in life and building relationships through social	The # of daily attendees will increase by 5% each year.	N/A	135,455	142,228	149,339

ACTIVITY/SERVICE:	Congregate Meals	DEPARTMENT:	39F	
BUSINESS TYPE:	Service Enhancement	RESIDENTS SERVED:	29462	
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET: \$10,000
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
				2013-14 PROJECTED
Total # of Meals Served		13288	16,084	17,644
# of Unduplicated attendees at GenAge Café (enrolled and not enrolled)		307	392	404
clients)		154	168	173
				181

PROGRAM DESCRIPTION:

To provide one-third the daily nutritional requirements and information on nutrition to participants in a stimulating environment that promotes social interaction and additional activity participation. *Definitions: Enrolled Client - NAPIS form completed and on file, Non-Enrolled Client - No NAPIS form on file*

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Older adults in the community are able to have a hot, nutritious noon meal in a congregate setting through the CASI GenAge meal site five times a week.	50% of the individuals that are enrolled into the meal site will have at least 1 meal per week.	N/A	60%	60%	60%
Seniors who come into CASI to have a meal at the GenAge café will also attend at least 1 activity per week.	50% of enrolled seniors who come into CASI to have a meal at the GenAge café will also attend at least 1 activity per week.	N/A	70%	70%	70%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Outreach to Older Persons (39A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Social Services Coordinator		1.00	1.00	1.00	1.00	1.00
Senior Advocates		5.00	5.00	5.00	5.00	5.00
TOTAL POSITIONS		6.00	6.00	6.00	6.00	6.00
REVENUE SUMMARY:						
Title III B		\$23,125	\$17,500	\$17,500	\$17,500	\$17,500
United Way		40,412	42,418	40,415	52,418	52,418
Contributions		-	250	500	250	250
Miscellaneous		134,085	133,752	163,712	133,752	133,752
CDBG		12,630	12,000	16,382	12,000	12,000
Admin Revenue Allocation		116,767	117,379	68,888	117,379	117,379
SUB-TOTAL REVENUES		\$327,019	\$323,299	\$307,397	\$333,299	\$333,299
Scott County Contribution		\$117,317	\$117,317	\$117,317	\$117,317	\$117,317
TOTAL REVENUES		\$444,336	\$440,616	\$424,714	\$450,616	\$450,616
APPROPRIATION SERVICES						
Personal Services		\$413,341	\$414,707	\$378,234	\$435,171	\$435,171
Expenses		8,867	5,447	2,638	5,447	5,447
Supplies		2,524	1,300	-	1,300	1,300
Occupancy		5,373	6,000	5,896	6,000	6,000
TOTAL APPROPRIATIONS		\$430,105	\$427,454	\$386,768	\$447,918	\$447,918
ANALYSIS						
<p>The FY14 non-salary costs for the <u>total agency -CASI</u> are recommended to increase 4.1%, while the revenue for the total agency is recommended to increase 2.2%. The increase in costs for the agency is due to transportation needs. The agency is expecting less revenue from United Way and special projects during FY14. The agency is facing a significant increase in demand as the population ages over the next 10 years. The agency is looking to partner with Trinity and Genesis Hospitals in planning for the future healthcare system and Medicare.</p> <p>The FY14 non-salary costs for the <u>Outreach program</u> are recommended to increase 4.8% over the current budgeted levels. The revenues for the Outreach program are recommended to increase 2.3%. The Outreach program is facing some difficult decisions as it reaches capacity and staff availability. The growing population over 65 years old will increase demand. The Outreach program assists seniors to maintain independent living and access state and federal programs.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. Stable funding 2. Increase number of citizens accessing service 3. 4. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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	1.00
Adult Day Center Assistant Coordinator		1.00	1.00	1.00	1.00	1.00
Adult Day Center Nursing Assistant		2.00	2.00	2.00	2.00	2.00
Adult Day Center Facilitators		-	-	-	-	-
Adult Day Center Aides		6.00	6.00	6.00	6.00	6.00
TOTAL POSITIONS		10.00	10.00	10.00	10.00	10.00
REVENUE SUMMARY:						
Medicaid Waiver		\$146,496	\$147,000	\$143,509	\$147,000	\$147,000
Elder Care		17,375	11,750	11,750	11,750	11,750
Title III B		17,375	11,750	11,750	11,750	11,750
Title V		7,500	7,617	-	7,617	7,617
Veteran's Administration		139,202	145,000	117,744	145,000	145,000
United Way		12,573	6,500	12,573	12,582	12,582
Contributions		3,002	1,000	4,600	1,000	1,000
Miscellaneous		4,875	1,000	-	1,000	1,000
Project Income		195,056	170,000	169,980	180,000	180,000
Supplemental Grants		1,500	1,000	6,000	1,000	1,000
ADC Meals		10,212	10,000	10,084	10,000	10,000
Scott County Regional Authority						
Admin Revenue Allocation		253,398	267,438	129,200	267,438	267,438
Transportation/ADC		4,648	3,500	5,568	3,500	3,500
SUB-TOTAL REVENUES		\$813,212	\$783,555	\$622,758	\$799,637	\$799,637
Scott County Contribution		\$27,419	\$26,586	\$26,586	\$26,586	\$26,586
TOTAL REVENUES		\$840,631	\$810,141	\$649,344	\$826,223	\$826,223
APPROPRIATION SUMMARY:						
Personal Services		\$635,168	\$606,141	\$558,355	\$631,141	\$631,141
Equipment		-	-	-		
Expenses		109,328	67,586	49,890	78,279	78,279
Supplies		7,333	7,750	2,978	7,750	7,750
Occup		70				
TOTAL APPROPRIATIONS		\$751,899	\$681,477	\$611,223	\$717,170	\$717,170
ANALYSIS						
<p>The FY14 non-salary costs for the Day Care for Older Persons program are recommended to increase 4.1% over the current budget. The main reason for the increase in costs is transportation. It is a challenge getting individuals from Bettendorf to CASI as the fee is very high with RiverBend Transit. The agency is looking at other options.</p> <p>The FY14 revenues are recommended to increase 2% over the current level. The funding from the county remains flat from FY13 to FY14 at \$26,586.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. Transportation services and costs 2. 3. 4. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Volunteer Serv/Older Persons (39D)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Volunteer/Life Options Coordinator		1.00	1.00	1.00	1.00	1.00
Listen-To-Me-Read Coordinator		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		2.00	2.00	2.00	2.00	2.00
REVENUE SUMMARY:						
United Way		-	-	-	-	-
Contributions		-	1,000	2,317	1,000	1,000
Project Income		-	1,000	-	1,000	1,000
Supplemental Grants		-	250	-	250	250
Admin Revenue Allocation		39,986	49,292	40,200	49,292	49,292
SUB-TOTAL REVENUES		\$39,986	\$51,542	\$42,517	\$51,542	\$51,542
Scott County Contribution		\$41,550	\$41,550	\$41,550	\$41,550	\$41,550
TOTAL REVENUES		\$81,536	\$93,092	\$84,067	\$93,092	\$93,092
APPROPRIATION SUMMARY:						
Personal Services		\$148,867	\$109,274	\$83,324	\$114,274	\$114,274
Expenses		281	810	-	810	810
Supplies		213	1,100	-	1,100	1,100
Occupancy		30	-	-	-	-
		\$149,391	\$111,184	\$83,324	\$116,184	\$116,184
ANALYSIS						
<p>The FY14 non-salary costs for the Volunteer Services for Older Persons program are recommended to increase 4.5% over the current budget, while the FY14 revenues are expected to remain flat. The county funding for this program remains flat from FY13 to FY14 at \$41,550. The center continues to have big events that draw hundreds of volunteers such as the Hat Bash and the St. Patrick's Day Race, but it is increasingly more difficult to find volunteers for classes. Many of the volunteers want to be paid for conducting a class. The agency continues to provide numerous activities and events for all ages.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. Finding volunteers willing to conduct classes <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Activities for Older Persons (39E)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Senior Center Coordinator		-	-	-	-	-
Fitness Center Assistant		4.00	4.00	4.00	4.00	4.00
Assistant Activity Manager		1.00	1.00	1.00	1.00	1.00
Site Managers		-	-	-	-	-
Meal Site Assistant		-	-	-	-	-
TOTAL POSITIONS		5.00	5.00	5.00	5.00	5.00
REVENUE SUMMARY:						
Title III C		-	-	-	-	-
Title V		3,597	-	-	-	-
United Way		12,542	-	23,366	-	-
Contributions		300	400	1,880	400	400
Miscellaneous		-	-	-	-	-
CDBG		-	-	-	-	-
Project Income		73,181	75,377	127,836	85,377	85,377
Supplemental Grants		-	-	-	-	-
Admin Revenue Allocation		107,523	168,424	99,859	168,424	168,424
SUB-TOTAL REVENUES		\$197,143	\$244,201	\$252,941	\$254,201	\$254,201
Scott County Contribution		\$27,464	\$18,297	\$18,297	\$18,297	\$18,297
TOTAL REVENUES		\$224,607	\$262,498	\$271,238	\$272,498	\$272,498
APPROPRIATION SUMMARY:						
Personal Services		\$373,138	\$316,598	\$319,256	\$321,948	\$321,948
Equipment		-	-	-	-	-
Expenses		467	900	-	900	900
Supplies		29,107	30,400	30,037	30,400	30,400
Occupancy		34	-	-	-	-
TOTAL APPROPRIATIONS		\$402,746	\$347,898	\$349,293	\$353,248	\$353,248
ANALYSIS						
<p>The FY14 non-salary costs for the Activities for Older Persons program are recommended to increase 1.5% over the current budget. The FY14 revenues are recommended to increase 3.8% over the current levels. The increase in revenue is primarily due to project income. The agency continues to be creative by offering a variety of classes: zumba, art, hand clay sculpting and writing classes. The agency is also providing evening classes for the "working" seniors. They will be monitoring the number of participants to make sure the classes are cost effective. The agency started TKO classes: Take Charge/Keep Informed/Know Options. The agency also provides all participants a "Benefits Check-up" class reviewing what benefits a person receives and if there are any other benefits available. This has been well received by the general membership.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. New, exciting classes to attract new members 2. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Congregate Meals (39F)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
REVENUE SUMMARY:						
Title III C		9000	9000	9000	9000	9000
CDBG		-	-	7591	-	-
Scott County Contribution		10,000	10,000	10,000	10,000	10,000
TOTAL REVENUES		\$19,000	\$19,000	\$26,591	\$19,000	\$19,000
APPROPRIATION SUMMARY:						
Personnel Services		\$24,184	\$26,632	\$24,910	\$24,910	\$24,910
Supplies		\$1,570	\$2,000	\$2,100	\$2,000	\$2,000
TOTAL APPROPRIATIONS		\$25,754	\$28,632	\$27,010	\$26,910	\$26,910
ANALYSIS						
<p>The FY14 non-salary costs for the Congregate Meals program are recommended to decrease 6% compared to the current budget. The FY14 revenues are recommended to remain flat from FY13. The agency continues to deal with the challenges of the paperwork required for federal reimbursement. There is a new kitchen manager and now the program is doing a much better job documenting meals served. The agency has increased the number of meals provided by offering a meal in collaboration with an activity, working with Generations Area on Aging.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. Reimbursement from the federal government 2. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 						

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

Director: Joe Cowley, phone: 563-322-2667, Website: www.cads-ia.com



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

ACTIVITY/SERVICE:	Detoxification, Evaluation & Treatment	DEPARTMENT:			
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	975		
BOARD GOAL:	Foster Healthy Communities	FUND:	Choose One	BUDGET:	295432
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of admissions to the detoxification unit.		953	983	975	975

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASURE		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
Clients will successfully complete detoxification.	Clients who enter detoxification will successfully complete that process and not discharge against advice.	85%	88%	90%	90%
Clients will successfully complete detoxification.	Clients who complete detoxification will transition to a lower level of care.	46%	43%	40%	45%

ACTIVITY/SERVICE: Criminal Justice Program		DEPARTMENT:		
BUSINESS TYPE: Semi-Core Service		RESIDENTS SERVED: 225		
BOARD GOAL: Foster Healthy Communities		FUND: Choose One	BUDGET:	352,889
OUTPUTS		2010-11	2011-12	2012-13
		ACTUAL	ACTUAL	PROJECTED
Number of criminal justice clients provided case management.		350	526	500
Number of Clients admitted to the Jail Based Treatment		194	125	114
Number of Scott County Jail inmates referred to Country Oaks.		38	52	50

PROGRAM DESCRIPTION:

The CENTER will provide services for criminal justice clients referred from the Scott County Jail, the Courts, or other alternative programs in the Jail Based Treatment Program and/or in any of the CENTER'S continuum of care (residential, half way house, outpatient, or continuing care).

PERFORMANCE MEASURE		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
Case management will improve the retention of high risk criminal justice clients in treatment.	An average of eight case management contacts will be provided to high risk clients referred by the criminal justice system.	10	8	6	8
Case management will improve the retention of high risk criminal justice clients in treatment.	Clients will stay engaged in treatment for at least 125 days.	159	143	125	100
Offenders who complete the in-jail portion of the program and return to the community will continue with services at CADS.	Clients will remain involved with treatment services for at least 30 days after release from jail.	82%	94%	90%	90%
Offenders who complete the in-jail portion of the program and return to the community will continue with services at CADS.	Clients will successfully complete all phases of the Jail Based Treatment Program.	44%	53%	50%	55%
Inmates referred from the Scott County jail will successfully complete treatment.	Scott County Jail inmates referred to residential, half way house, outpatient, or continuing care will successfully complete that program.	95%	79%	85%	85%

ACTIVITY/SERVICE: Prevention		DEPARTMENT:			
BUSINESS TYPE: Service Enhancement		RESIDENTS SERVED: 1500			
BOARD GOAL: Foster Healthy Communities		FUND: Choose One	BUDGET: 40000		
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of Scott County Residents receiving indicated or Selective prevention services.		2115	1751	1500	1600

PROGRAM DESCRIPTION:

CADS will conduct substance abuse prevention and awareness programs focused on educational and informational opportunities for those at risk (selective population) and persons exhibiting the early stages of use or related problem behavior.

PERFORMANCE MEASURE		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Indicated and selective populations receiving prevention services will gain skills and education related to substance abuse issues.	Scott County residents receiving programming will report an increase of substance abuse knowledge or life skills in dealing with substance use issues.	87%	87%	85%	87%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Outpatient Services (38A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
TOTAL POSITIONS		36.62	44.02	38.12	38.12	38.12
REVENUE SUMMARY:						
I.D.S.A. Treatment	\$ 1,182,267	\$ 1,140,371	\$ 1,174,257	\$ 1,174,257	\$ 1,174,257	
I.D.S.A. Prevention	163,698	157,143	166,698	166,698	166,698	
United Way	20,950	23,346	20,950	20,950	20,950	
Client Fees	123,906	162,677	133,854	133,854	133,854	
Insurance Payments	399,523	322,910	417,294	417,294	417,294	
Interest	(8,744)	11,502	14,529	14,529	14,529	
Seventh Judicial District	119,233	123,178	123,178	123,178	123,178	
Contributions	1,785	8,550	751	751	751	
Scott County Jail	-	-	-	-	-	
Local Schools	44,290	44,290	44,290	44,290	44,290	
U S Fed Probation	134,564	189,690	150,556	150,556	150,556	
Contractual Fees/Payment	131,879	120,105	112,389	112,389	112,389	
SUB-TOTAL REVENUES	\$ 2,313,351	\$ 2,303,762	\$ 2,358,746	\$ 2,358,746	\$ 2,358,746	
Scott County Contribution	30,000	30,000	30,000	30,000	30,000	
IDPH Substance Abuse Funds	10,000	10,000	10,000	10,000	10,000	
Case Manger	98,000	98,000	98,000	98,000	98,000	
TOTAL COUNTY CONTRIBUTION	138,000	138,000	138,000	138,000	138,000	
TOTAL REVENUES	\$2,451,351	\$2,441,762	\$2,496,746	\$2,496,746	\$2,496,746	
APPROPRIATION SUMMARY:						
Personal Services	\$ 1,684,930	\$ 1,604,383	\$ 1,655,755	\$ 1,655,755	\$ 1,655,755	
Equipment	22,018	14,761	17,022	17,022	17,022	
Expenses	342,662	311,551	361,246	361,246	361,246	
Supplies	41,646	34,633	42,510	42,510	42,510	
Occupancy	50,393	47,747	55,353	55,353	55,353	
TOTAL APPROPRIATIONS	\$2,141,649	\$2,013,075	\$2,131,886	\$2,131,886	\$2,131,886	
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase/decrease 0% under current budgeted levels. In addition to Scott County's contribution, CADS receives a pass through grant from the Health Department in the amount of \$12,000 for the tobacco pervention grant.						
FY12 revenues are recommended to increase/decrease 0% over current budgeted amounts for this program.						
List issues for FY14 budget:						
1. Federal funding continues to decrease for treatment programs						
2 . Search for grant funding necessary to offset federal decreases.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Residential Services (38B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
		36.62	44.02	38.12	38.12	38.12
TOTAL POSITIONS		39.56	39.17	35.78	36.17	36.17
REVENUE SUMMARY:						
I.D.S.A. Treatment	\$	894,399	\$ 880,511	\$ 917,526	\$ 917,526	\$ 917,526
United Way		9,750	17,837	12,173	12,173	12,173
Client Fees		72,909	74,107	95,196	95,196	95,196
Insurance Payments		508,559	521,562	503,185	503,185	503,185
Interest		(9,150)	12,573	15,378	15,378	15,378
Contributions		1,919	9,300	474	474	474
County Commitments		65,822	44,700	64,210	64,210	64,210
Contractual Fees		54,455	33,723	31,210	31,210	31,210
SUB-TOTAL REVENUES		1,598,663	1,594,313	1,639,352	1,639,352	1,639,352
Scott County Contribution		295,432	295,432	295,432	295,432	295,432
Scott County Jail		100,000	97,600	100,000	100,000	100,000
TOTAL REVENUES		395,432	393,032	395,432	395,432	395,432
APPROPRIATION SUMMARY:						
Personal Services	\$	1,654,982	\$ 1,640,356	\$ 1,662,008	\$ 1,662,008	\$ 1,662,008
Equipment		23,473	13,967	15,412	15,412	15,412
Expenses		316,198	297,577	331,515	331,515	331,515
Supplies		154,087	157,535	158,156	158,156	158,156
Occupancy		<u>92,232</u>	<u>91,172</u>	<u>89,439</u>	<u>89,439</u>	<u>89,439</u>
TOTAL APPROPRIATIONS	\$	2,240,972	2,200,607	2,256,530	2,256,530	2,256,530
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase/decrease 0% under current budgeted levels.						
FY14 revenues are recommended to increase/decrease 0% over current budgeted amounts for this program.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Jail Based Assessment and Treatment (38C)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Counselors		6.00	3.00	7.00	7.00	7.00
Program Managers		1.00	0.50	1.00	1.00	1.00
TOTAL POSITIONS		7.00	3.50	8.00	8.00	8.00
REVENUE SUMMARY:						
IDSA Treatment						
Scott County Jail Based Project		95,825				
Interest		(1,091)	1,836	1,771	1,771	1,771
7th Judicial						
Contributions		235	1,375	146	146	146
Contractual Fees		2,137	2,314	2,943	2,943	2,943
SUB-TOTAL REVENUES		97,106	5,525	4,860	4,860	4,860
Scott County Contribution (38A)		154899	154899	154899	154899	154899
TOTAL REVENUES		\$ 252,005	\$ 160,424	\$ 159,759	\$ 159,759	\$ 159,759
APPROPRIATION SUMMARY:						
Personal Services		\$ 220,425	\$ 285,045	\$ 219,840	\$ 219,840	\$ 219,840
Scott County Contribution		3,152	1,203	1,412	1,412	1,412
Equipment		37,627	28,688	31,845	31,845	31,845
Expenses		4,092	3,802	4,850	4,850	4,850
Supplies		<u>1,854</u>	<u>2,529</u>	<u>1,928</u>	<u>1,928</u>	<u>1,928</u>
Occupancy						
TOTAL APPROPRIATIONS		\$267,150	\$321,267	\$259,875	\$259,875	\$259,875
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase/decrease <u> 0 </u> % under current budgeted levels.						
FY14 revenues are recommended to increase/decrease <u> 0 </u> % over current budgeted amounts for this program.						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: All others/CADS (38D)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Executive Director	0.22	0.22	0.22	0.22	0.22	0.22
Treatment Supervisor	0.63	0.63	0.63	0.63	0.63	0.63
Fiscal Officer/Finance Manager	0.22	0.22	0.22	0.22	0.22	0.22
Human Resource Officer	0.22	0.22	0.22	0.22	0.22	0.22
Admin Systems Manager	-	0.20	-	-	-	-
Account Receivable Coordinator	0.22	0.22	0.22	0.22	0.22	0.22
Client Accts Receivable Spec	0.22	0.22	0.22	0.22	0.22	0.22
Administrative Assistant	0.44	0.44	0.44	0.44	0.44	0.44
Clerical	8.00	4.00	8.00	8.00	8.00	8.00
Maintenance	0.66	0.66	0.66	0.66	0.66	0.66
QA/UR Program	0.50	0.50	0.50	0.50	0.50	0.50
Counselors	13.00	16.00	13.00	13.00	13.00	13.00
Program Managers	1.00	2.00	1.00	1.00	1.00	1.00
RN/LPN	1.00	1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS	26.33	26.53	26.33	26.33	26.33	26.33
REVENUE SUMMARY:						
IDSA Treatment	\$ 162,056	\$ 177,186	\$ 177,025	\$ 177,025	\$ 177,025	\$ 177,025
DASA	543,118	612,342	531,795	531,795	531,795	531,795
Rock Island County	59,660	59,660	59,660	59,660	59,660	59,660
United Way	41,500	40,156	41,500	41,500	41,500	41,500
Client Fees	114,473	174,846	126,721	126,721	126,721	126,721
Insurance Payments	119,531	65,941	88,934	88,934	88,934	88,934
Interest	(5,055)	7,229	8,316	8,316	8,316	8,316
Contributions	836	5,330	309	309	309	309
Medicaid, Illinois	102,504	93,600	96,684	96,684	96,684	96,684
Contractual Fees/Payment	41,967	32,043	34,289	34,289	34,289	34,289
SUB-TOTAL REVENUES	1,180,590	1,268,333	1,165,233	1,165,233	1,165,233	1,165,233
Scott County Contribution (38A)	0	0	0	0	0	0
TOTAL REVENUES	\$ 1,180,590	\$ 1,268,333	\$ 1,165,233	\$ 1,165,233	\$ 1,165,233	\$ 1,165,233
APPROPRIATION SUMMARY:						
Personal Services	\$ 892,621	\$ 998,670	\$ 893,275	\$ 893,275	\$ 893,275	\$ 893,275
Equipment	11,477	7,040	7,651	7,651	7,651	7,651
Expenses	200,757	179,459	193,562	193,562	193,562	193,562
Supplies	54,252	51,919	50,943	50,943	50,943	50,943
Occupancy	78,997	88,227	74,800	74,800	74,800	74,800
TOTAL APPROPRIATIONS	\$1,238,104	\$1,325,315	\$1,220,231	\$1,220,231	\$1,220,231	\$1,220,231
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase/decrease <u>0</u> % under current budgeted levels.						
FY14 revenues are recommended to increase/decrease <u>0</u> % over current budgeted amounts for this program.						

Community Health Care



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

ACTIVITY/SERVICE:	Medical/Lab/X-Ray	DEPARTMENT:		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		
BOARD GOAL:	Health Safe Community	FUND:	01 General	BUDGET: \$302,067
OUTPUTS		2010-11	2011-12	2012-13
		ACTUAL	ACTUAL	PROJECTED
Cost of Medical Services		49,791	5818	92,510
Cost of Dental Services		450	345	6,481
Cost of Pharmacy services		193,428	16,831	452,811
Cost of Lab Services		12,950	824	37,870
Cost of X-Ray services		4,068	0	10,723

PROGRAM DESCRIPTION:

CHC provides comprehensive primary health care for community service clients by offering medical, dental, lab, x-ray, pharmacy and mental health services

PERFORMANCE MEASUREMENT		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
Establish CHC as the medical and dental home for Community Services patients.	Completed audit of a percentage of Community Service patients that established CHC as Medical/Dental home.	88%	75%	25%	75%
Community Service patients will be scheduled on the same or next business day from when they presented to CHC (for acute appointments only)	Completed audit for appointment timeline.	93%	100%	80%	90%
Every Community Service Pharmacy Patient will receive counseling and education for new prescriptions, from pharmacist, about the prescription and its proper usage.	Audited completed	100%	100%	100%	100%

ACTIVITY/SERVICE:	Sliding Fee Scale	DEPARTMENT:			
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED: 37865			
BOARD GOAL:	Health Safe Community	FUND: 01 General	BUDGET: \$52,946		
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of Medical Encounters for clinic		106,844	81,266	97,075	93,030
Number of Dental Encounters for clinic		25,035	36,250	22,925	21,969

PROGRAM DESCRIPTION:

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

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
100% of Community Services Patients will be offered to complete the income verification process to see if they qualify for other programs.	Audit completed	100%	100%	100%	100%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Health Serv-Comm Services (40B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
TOTAL POSITIONS		7.28	8.05	8.05	8.05	8.05
REVENUE SUMMARY:						
Scott County Contribution		\$302,067	\$302,067	\$302,067	\$302,067	\$302,067
TOTAL REVENUE		\$302,067	\$302,067	\$302,067	\$302,067	\$302,067
APPROPRIATION SUMMARY:						
Personal Services		\$273,272	\$187,682	\$187,682	\$187,682	\$187,682
Expenses		19,296	43,070	43,070	43,070	43,070
Supplies		16,831	432,817	432,817	432,817	432,817
TOTAL APPROPRIATIONS		\$309,399	\$663,569	\$663,569	\$663,569	\$663,569
ANALYSIS						
<p>The FY14 non-salary costs for this program, Health Services Community Services, are recommended to remain flat at \$302,067 compared to the current budget level.</p> <p>The FY14 revenues are recommended to remain flat compared to FY13 revenue projections. This is the only source of revenue for this program as it only serves individuals who are referred by the Scott County Community Services Department (General Assistance program).</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. Implementation of ACA and Medicaid Expansion on 1/1/14 results in additional insured patients accessing services 2. With ACA there is concern that CHC wont receive premium reimbursement rates from Medicaid 3. Continued high numbers of patients who don't pay the reduced fees; developed new payment plan to force payment 4. Physician shortage; recruitment is year long process due to graduation dates 5. Continue to work with Robert Young Mental Health Center for in-house behavioral health services <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Health Serv-Other (40C)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
TOTAL POSITIONS		234.31	237.00	237.00	237.00	237.00
Iowa State Dept Health/Child Health		\$26,571	\$33,798	\$33,798	\$33,798	\$33,798
HHS-UHI		3,439,296	3,240,000	3,240,000	3,240,000	3,240,000
Patient Fees		14,963,021	15,046,600	15,046,600	15,046,600	15,046,600
HHS-Homeless		213,984	216,194	216,194	216,194	216,194
Other		870,766	850,566	850,566	850,566	850,566
SUB-TOTAL REVENUES		\$19,513,638	\$19,387,158	\$19,387,158	\$19,387,158	\$19,387,158
Scott County Contribution		\$52,946	\$52,946	\$52,946	\$52,946	\$52,946
TOTAL REVENUE		\$19,566,584	\$19,440,104	\$19,440,104	\$19,440,104	\$19,440,104
APPROPRIATION SUMMARY:						
Personal Services		\$13,960,671	\$13,109,596	\$13,109,596	\$13,109,596	\$13,109,596
Expenses		3,895,527	2,740,659	2,740,659	2,740,659	2,740,659
Supplies		1,715,060	2,061,656	2,061,657	2,061,657	2,061,657
Occupancy		766,239	760,862	760,862	760,862	760,862
TOTAL APPROPRIATIONS		\$20,337,497	\$18,672,773	\$18,672,774	\$18,672,774	\$18,672,774
ANALYSIS						
<p>The FY14 non-salary costs for this program, Health Services, are recommended to remain flat with the current budgeted levels.</p> <p>The FY14 revenues are recommended to remain flat with the current budgeted amounts for this program.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. Implementation of ACA and Medicaid Expansion on 1/1/14 results in additional insured patients accessing services 2. Continue to see all Scott County uninsured people/ CHC wrote off \$1.25 million in charges in FY12 3. New payment plan for patients who can pay fees- 20% of payor mix at CHC- will terminate services if people don't pay 4. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 						

ACTIVITY/SERVICE:	Durant Ambulance	DEPARTMENT:			
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED: 3000			
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:	\$20,000
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of 911 calls responded to.		565	611	625	625
Number of 911 calls answered.		567	614	625	625
Average response time.					

PROGRAM DESCRIPTION:

Emergency medical treatment and transport

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Respond to all 911 requests in our area	Responded to 99% of all 911 requests in our area	Responded to 565 of 567 calls-- 99.6%	611/614 -99.5%	Respond to all 911 requests for service in our area	Respond to all 911 requests for service in our area
Respond within 15 minutes to 90% of 911 calls	Responded within 15 minutes to 90% of the 911 requests in our area.	Responded within 15 minutes to 88% of calls	542/611 - 88.7%	Respond within 15 minutes to 90% of calls for service	Respond within 15 minutes to 90% of calls for service

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Emergency Care & Transfer (42A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Volunteers		17.00	18.00	18.00	18.00	18.00
TOTAL POSITIONS		17.00	18.00	18.00	18.00	18.00
REVENUE SUMMARY:						
Political Subdivision Contracts		14,639	15,000	15,000	15,000	15,000
Services		190,997	212,000	212,000	212,000	212,000
Contributions		9,270	10,000	36,000	10,000	10,000
Other		(2,141)	(15,700)	(2,700)	(11,700)	(11,700)
SUB-TOTAL REVENUES		\$212,765	\$221,300	\$260,300	\$225,300	\$225,300
Scott County Contribution		20,000	20,000	20,000	20,000	20,000
TOTAL REVENUES		\$232,765	\$241,300	\$280,300	\$245,300	\$245,300
APPROPRIATION SUMMARY:						
Equipment	\$	1,542	\$ 2,000	\$ 14,000	\$ 100,000	\$ 100,000
Expenses		222,940	228,700	235,950	229,300	229,300
Supplies		20,608	20,000	20,500	20,500	20,500
Occupancy		6,267	7,500	7,000	7,000	7,000
TOTAL APPROPRIATIONS		\$251,357	\$258,200	\$277,450	\$356,800	\$356,800
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase/decrease ____0____% under current budgeted levels.						
FY14 revenues are recommended to increase/decrease ____0____% over current budgeted amounts for this program.						
List issues for FY14 budget:						
1. Volume of calls remains steady at previous years' levels.						
2. Issues with reliability of equipment increasing maintenance costs						

EMA

Ross Bergen, 563-344-4054, www.iascema.com



MISSION STATEMENT: The Scott County Emergency Management Agency exists under Iowa Code 29C for the purposes of county-wide preparedness, mitigation, response, recovery, detection, protection and prevention of natural or man-made disasters.

ACTIVITY/SERVICE:	Emergency Planning	DEPARTMENT:	68A		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	80 EMA	county-wide	
BOARD GOAL:	Choose One	FUND:		BUDGET:	30%
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Revise multihazard plan to reflect ESF format		20%	20%	2012%	
Update Radiological Emergency Response Plans		100%	100%	100%	
Update QCSACP (Mississippi Response) annually		100%	100%	100%	
Achieve county-wide mitigation plan		NA	complete pending approval	100%	

PROGRAM DESCRIPTION:

IAW Iowa Code 29C.9(6) Emergency planning means the annual maintenance of: the Scott County Multi-Hazard Emergency Operations Plan; Scott County Radiological Emergency Response Plans, and; the Quad Cities Sub-Area Contingency Plan for incidents on the Mississippi River

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
5 year project. Re-write emergency plan to reflect 15 emergency support functions	Achieving the desired outcome ensures coordinated response and recovery operations for any hazard event in Scott County	20%	20%	20%	
Annual update of Scott County Off-Site Radiological Emergency Response Plan (risk county Exelon)	Achieving the desired outcome ensures coordinated response operations and safety for Scott County citizens	100%	100%	100%	
Annual update of Scott County Off-Site Radiological Emergency Response Plan (host county DAEC)	Achieving the desired outcome ensures coordinated response operations to support evacuees from Linn County	100%	100%	100%	
Mitigation Planning	Assist County in producing a mitigation plan that is accepted by FEMA Plan completed pending local, state and federal approval	NA	complete, pending federal approval	100%	

ACTIVITY/SERVICE:	Training	DEPARTMENT:	68A	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		Responders
BOARD GOAL:	Choose One	FUND:	80 EMA	BUDGET: 25%
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
		2013-14 PROJECTED		
EMA Coordinator Training		100%	100%	100%
Coordinate annual RERP training		100%	100%	100%
Coordinate or provide other training as requested				

PROGRAM DESCRIPTION:

Maintenance of dissemination of training and exercise opportunities for Scott County responders

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Meet State required 24 hours of professional development training annually	Meeting the requirement results in maintaining federal funding for this Agency	100%	100%	100%	
Coordinate / provide training for EOC staff and other agencies to support radiological emergency response	Annual documentation of coordination for or providing training required to maintain federal support of this agency.	100%	100%	100%	
Fulfill requests for training from responders, jurisdictions or private partners.	Meeting the needs of local agency / office training is a fundamental service of this agency and supports County wide readiness		training coordinated/presented as requested		

ACTIVITY/SERVICE:	Organizational	DEPARTMENT:	68A		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		County-wide	
BOARD GOAL:	Choose One	FUND:	80 EMA	BUDGET:	35%
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
grant coordination activities			VIPS Fire Grants		
information dissemination			local / state / federal information		
support to responders			via MCIRV amd MCV		
required quarterly reports. State and county		100%	100%	100	

PROGRAM DESCRIPTION:

This program is what keeps this office functioning in order to provide a base to support training, exercise, planning, and, mitigation requirements for Scott County.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
This program includes information dissemination made though this agency to public and private partners meetings.			as received via email, phone and website		
This agency has also provided support to fire and law enforcement personnel via EMA volunteer's use of our mobile response vehicles.			support provided as requested		

ACTIVITY/SERVICE: Exercises		DEPARTMENT: 68A		County-wide	
BUSINESS TYPE: Core Service		RESIDENTS SERVED:			
BOARD GOAL: Choose One		FUND: Choose One	BUDGET: 10%		
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
RERP		100%	100%	100%	
5 year HSEMD exercise program completion		100%	100%	100%	

PROGRAM DESCRIPTION:

This program includes exercise participation undertaken by the Scott County Emergency Management Agency and/or public/private response partners to meet the State 5 year plan, as well as active participation in the FEMA radiological exercise program

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
RERP evaluated or training exercises results completed without a deficiency noted	Trains all EOC and off-site agencies in the correct response to a radiological incident.	100%	100%	100%	
5 year exercise program requires a minimum of two tabletop or one functional exercise per year.	Requirement helps drive multi-agency planning for exercise goals, resulting in realistic outcomes for each agency / department	100%	100%	100%	

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Emergency Preparedness (68A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Director		1.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		1.00	1.00	1.00	1.00	1.00
REVENUE SUMMARY:						
Intergovernmental		\$39,000	\$39,000	\$39,000	\$39,000	39,000
Miscellaneous		51,010	48,500	49,000	49,000	49,000
SUB-TOTAL REVENUES		\$90,010	\$87,500	\$88,000	\$88,000	\$88,000
Scott County Contribution		38,000	38,000	38,000	38,000	\$38,000
TOTAL REVENUES		\$128,010	\$125,500	\$126,000	\$126,000	\$126,000
APPROPRIATION SUMMARY:						
Personal Services		\$91,222	\$92,591	\$94,373	\$95,788	\$95,788
Equipment		-	4,500	4,000	5,000	5,000
Expenses		7,706	18,900	14,400	18,500	18,500
Supplies		3,299	7,350	6,350	6,700	6,700
TOTAL APPROPRIATIONS		\$102,227	\$123,341	\$119,123	\$125,988	\$125,988
ANALYSIS						
<p>FY14 non-salary costs for this program are recommended to</p> <p>FY14 revenues are recommended to</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. 2. 3. 4. <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
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	1.00
505-A Deputy Director		1.00	1.00	1.00	1.00	1.00
332-A Technical Support Coordinator		1.00	1.00	1.00	1.00	1.00
Administrative Assistant		1.00	1.00	1.00	1.00	1.00
Training/Quality Manager		1.00	1.00	1.00	1.00	1.00
Shift Supervisor		6.00	6.00	6.00	6.00	6.00
Dispatchers		42.00	42.00	42.00	42.00	42.00
Warrant Clerk		2.00	2.00	2.00	2.00	2.00
Part-time		2.50	2.50	2.50	2.50	2.50
TOTAL POSITIONS		57.50	57.50	57.50	57.50	57.50
REVENUE SUMMARY:						
Intergovernmental		\$7,385,229	\$7,303,080	\$7,303,080	\$7,446,685	\$7,446,685
Use of Money and Propety		\$3,645	\$0	\$0	\$0	\$0
Miscellaneous		804	-	-	-	-
SUB-TOTAL REVENUES		\$7,389,678	\$7,303,080	\$7,303,080	\$7,446,685	\$7,446,685
TOTAL REVENUES		\$7,389,678	\$7,303,080	\$7,303,080	\$7,446,685	\$7,446,685
APPROPRIATION SUMMARY:						
Personal Services		\$3,726,052	\$4,487,974	\$4,476,021	\$4,359,630	\$4,359,630
Equipment		898	-	-	-	-
Capital Improvements		725,692	-	-	-	-
Expenses		1,860,657	2,156,246	2,150,146	2,206,667	2,206,667
Supplies		38,455	40,995	40,995	46,495	46,495
Debt Service		826,480	669,624	669,624	833,893	833,893
TOTAL APPROPRIATIONS		\$7,178,234	\$7,354,839	\$7,336,786	\$7,446,685	\$7,446,685
ANALYSIS						
FY14 non-salary costs for this program are recommended to						
FY14 revenues are recommended to						
List issues for FY14 budget:						
1.						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1.						
2.						
3.						
4.						
List capital, personnel and vehicle changes:						
1.						
2.						
3.						

Handicapped Development Center



Director: Michael McAleer, Phone: 563-391-4834 Website: handicappeddevelopment.org

MISSION STATEMENT: The Handicapped Development Center is a non-profit organization whose purpose is to plan, establish, and operate programs which provide opportunities and assistance to persons with disabilities in and around Scott County, Iowa

ACTIVITY/SERVICE:	Supported Community Living	DEPARTMENT:	CRS		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	1		
BOARD GOAL:	Health Safe Community	FUND:	10 MHDD	BUDGET:	\$34,530
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	REVISED	PROPOSED
Individuals receiving 100% county funding		2	1*	1	1
Individuals living in the community		1	1	1	1

*Funding was only provided first six months of fiscal year.

PROGRAM DESCRIPTION:

Services enable people with developmental disabilities to live safely in the community, per Code 222 and 331.439. Provides supervision/instruction in daily living skills, medication management, health/safety/hygiene skills, and transportation in group homes.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 REVISED	2013-14 PROPOSED
OUTCOME:	EFFECTIVENESS:				
Maintain current living situation / level of services	90% of individuals will maintain current living situation/level of services.	100%	100%	100%	100%

ACTIVITY/SERVICE:	Sheltered Workshop	DEPARTMENT:	ES	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	54	
BOARD GOAL:	Health Safe Community	FUND:	10 MHDD	BUDGET: \$194,899
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 REVISED
				2013-14 PROPOSED
Number of Persons Served (utilizing 100% county funds)		74*	56**	54
*Funding did not pay for entire year.				
** Funding was only provided first six months of fiscal year.				

PROGRAM DESCRIPTION:

Work program which provides staff supervision/supports to adults with disabilities to learn work skills, habits and behaviors to achieve highest level of employment. Work provides wages, dignity, and self-sufficiency. Net subcontract income helps support program. Service enables individuals to work and gives supervision at low cost. Funds insufficient for full year.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 REVISED	2013-14 PROPOSED
OUTCOME:	EFFECTIVENESS:				
Wages paid			\$95,261	\$81,730	\$82,000
Revenue generated	A minimum of \$120,000 net subcontract revenue generated		\$ 104,694	\$ 121,557	\$ 120,000
Subcontract work	The total number of different subcontract jobs in the sheltered workshop		655	560	560

ACTIVITY/SERVICE:	Community Employment Svc	DEPARTMENT:	ES		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	1		
BOARD GOAL:	Health Safe Community	FUND:	10 MHDD	BUDGET:	\$18,368
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	REVISED	PROPOSED
Number of Persons Served with 100% county funds		1	1*	1	1
Number of Persons Served in Community, not workshop (utilizing		0	0	0	0
*Funding was only provided first six months of fiscal year.					

PROGRAM DESCRIPTION:

Staff assistance and supports are provided to adults with disabilities to develop, obtain and maintain community employment while decreasing their dependence on government supports and subsidies and their need for more costly services.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 REVISED	2013-14 PROPOSED
OUTCOME:	EFFECTIVENESS:				
Jobs in the community obtained	1 individual obtains job	0	1	1	1
Jobs maintained in the community	1 individual will keep job	1	1	1	1

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Residential Program (43A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
TOTAL POSITIONS		132.08	134.08	134.08	134.08	134.08
REVENUE SUMMARY:						
Client Receipts		314,268	332,300	332,300	332,300	332,300
United Way		-	25,651	-	-	-
County Paid State Cases		-	-	-	-	-
Other/Salvage/Food Service		25,916	28,500	28,500	28,500	28,500
H.U.D.		2,901	2,800	2,800	2,800	2,800
HCBS (T19)		3,009,606	2,950,685	5,280,190	5,431,917	5,431,917
Iowa-HCBS Match		69,784	70,000	70,000	70,000	70,000
SUB-TOTAL REVENUES		\$3,422,475	\$3,409,936	\$5,713,790	\$5,865,517	\$5,865,517
Scott County Contribution		16,787	34,530	34,530	34,530	34,530
Title XIX Matching Funds		1,876,330	1,888,597	-	-	-
TOTAL COUNTY CONTRIBUTION		\$1,893,117	\$1,923,127	\$34,530	\$34,530	\$34,530
TOTAL REVENUES		\$5,315,592	\$5,333,063	\$5,748,320	\$5,900,047	\$5,900,047
APPROPRIATION SUMMARY:						
Personal Services		\$4,920,098	\$4,958,910	\$5,377,807	\$5,520,144	\$5,520,144
Equipment		14,575	24,243	20,341	20,541	20,541
Expenses		138,526	153,587	159,914	165,512	165,512
Supplies		80,307	96,015	82,079	83,415	83,415
Occupancy		100,676	100,308	108,179	110,435	110,435
TOTAL APPROPRIATIONS		\$5,254,182	\$5,333,063	\$5,748,320	\$5,900,047	\$5,900,047
ANALYSIS						
<p>The FY14 non-salary costs for the <u>total agency- HDC</u> are recommended to increase 9% over the current budgeted levels. A big portion of this increase is due to repairs for equipment and expendable equipment. The FY14 revenue for the <u>total agency</u> is recommended to increase 9.1%. This is primarily due to Title 19 reimbursements. The county is no longer paying the non-federal share of Medicaid services as of July 1, 2012, so any increased rates or exception to policy rate increases have no impact on the county budget. The county is only paying for 100% county funded services.</p> <p>The FY14 non-salary costs and revenues for the <u>residential program</u> are recommended to increase 10.6%. Again both the increases in costs and revenues are due to additional staffing needs in the residential program and Title 19 reimbursements. The Scott County contribution for the residential program remains flat from FY13 to FY14 at \$34,530.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. MH Redesign- financial impacts and core/core plus services 2. Funding for other disability groups 3. Regionalization 4. Sheltered workshop services- Federal Changes <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None noted 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Employment Services (43B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
TOTAL POSITIONS		50.53	50.66	50.66	50.66	50.66
REVENUE SUMMARY:						
United Way		\$44,202	\$58,971	\$39,634	\$39,634	\$39,634
Subcontract Sales		476,372	250,000	300,000	300,000	300,000
County-Paid State Cases		8,930	16,862	16,862	16,862	16,862
Client Receipts						
IVRS		4,991	5,000	5,000	5,000	5,000
Other/Salvage/Food Service		138,421	115,000	115,000	115,000	115,000
Hab Revenue		107,488	102,362	161,700	168,700	168,700
DayHab Revenue		885,072	907,385	1,537,241	1,574,756	1,574,756
HCBS (T19)		32,163	62,903	120,673	123,739	123,739
State of Iowa-HCBS Match		6,481	23,746	23,746	23,746	23,746
SUB-TOTAL REVENUES		\$1,704,120	\$1,542,229	\$2,319,856	\$2,367,437	\$2,367,437
Scott County Contribution/SES		172,911	213,267	213,267	213,267	213,267
Habilitation Matching Funds		69,564	67,945	-	-	-
Title XIX/Dayhab-Trans Match		574,152	620,309	-	-	-
TOTAL COUNTY CONTRIBUTION		\$816,627	\$901,521	\$213,267	\$213,267	\$213,267
TOTAL REVENUES		\$2,520,747	\$2,443,750	\$2,533,123	\$2,580,704	\$2,580,704
APPROPRIATION SUMMARY:						
Personal Services		\$1,872,924	\$1,930,547	\$1,989,683	\$2,027,220	\$2,027,220
Equipment		45,376	42,026	75,112	75,112	75,112
Expenses		223,109	273,743	258,340	266,591	266,591
Supplies		56,367	64,330	67,278	67,630	67,630
Occupancy		121,547	136,837	142,710	144,151	144,151
TOTAL APPROPRIATIONS		\$2,319,323	\$2,447,483	\$2,533,123	\$2,580,704	\$2,580,704
ANALYSIS						
<p>The FY14 non-salary costs for the Employment Services program are recommended to increase 5.4% over the current budgeted levels.</p> <p>The FY14 revenues are recommended to increase 5.6% over the current budgeted levels. The increase in revenue is due to subcontract sales and Title 19 revenue. Again, the county does not pay the non-federal share of Medicaid services. The Scott County contribution remains flat from FY13 to FY14 at \$213,267. This funding pays for the following services: sheltered workshop and community employment.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. MH Redesign- core services/workshop services/financial impacts 2. Regionalization 3. Federal changes regarding pay/wages in sheltered workshops 4. Reduced United Way funding <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 						

HUMANE SOCIETY

Director: Pam Arndt, Phone: 563-388-6655, Website: hssc.us



MISSION STATEMENT: The Humane Society of Scott County is committed to providing humane care and treatment for all animals entrusted to us. to care for homeless animals and protect those that are abused and neglected. To educate the communities we serve about spay/neuter and responsible ownership.

ACTIVITY/SERVICE:	Animal bite quarantine and follow-up	DEPARTMENT:	20U		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	640		
BOARD GOAL:	Health Safe Community	FUND:	01 General	BUDGET: \$12,478	
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Number of bite reports handled		581	510	580	580
Number of animals received rabies vaccinations at the clinics		318	325	340	340

PROGRAM DESCRIPTION:

Complete the bite reports, assure quarantine of the bite animal and follow up after the quarantine period is over. Issue citations when necessary. Iowa Code Chapter 351

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Bites have follow up.	90% of quarantined animals involved in a bite are followed up within 24 hours of the end of quarantine.	85.00%	90.00%	85.00%	85.00%
Reduce the number of animals involved in a bite without a current rabies vaccination.	Increase the number of low cost rabies clinic held at the HSSC by 25%	5 clinics	6 clinics	6 clinics	6 clinics
Ensure owned cats and dogs involved in bites get current rabies vaccination	Citations issued to 75% of pet owners for non compliance of rabies vaccination.	66.00%	75.00%	75.00%	77.00%

ACTIVITY/SERVICE:	Quarantine of Unowned animals at HSSC	DEPARTMENT:	20U	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	67	
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
Number of bite cats and dogs quarantined at the HSSC			128	125
Number of bat exposures			27	60
Number of Dog vs Dog			87	85
Number of cats & dogs with current rabies vacc when bite occurred			254	250

PROGRAM DESCRIPTION:

Stray cats and dogs involved in a bite or scratch that breaks the skin are quarantined at the HSSC up to 10 days. Bats involved in bite or human exposure are sent for rabies test.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Protect bite victims from possible rabies infection.	Rabies status is known for 100% of HSSC confined animals.	100.00%	100.00%	100.00%	100.00%
Ensure cats and dogs returned to their owner from the HSSC after quarantine get a current rabies vaccination	100% of cats and dogs quarantined at the HSSC that are returned to owner have a current rabies vaccination		100%	100%	100%

ACTIVITY/SERVICE:	Animal Control	DEPARTMENT:	44A	
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:	450	
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
				2013-14 PROJECTED
Cost per animal shelter day		\$10.37	\$12.36	\$10.00
Cost per county call handled		\$40.00	\$40.00	\$40.00
Total number of animals adopted		19.00%	24.00%	24.00%
Total number of animals returned to owner		14.00%	17.00%	18.00%
				19.00%

PROGRAM DESCRIPTION:

House stray animals brought in from unincorporated Scott County. Scott County Code, Chapter 34.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Animals will be placed in a home	85% of strays from unincorporated Scott County are returned to their owner within 6 days.	14.00%	85.00%	20.00%	15.00%
Animals will be placed in a home	15% of strays from unincorporated Scott County are adopted.	19.00%	18.00%	29.00%	29.00%
Animals will be placed back into their home	20% of strays from unincorporated Scott County are returned to their owner	14%	13%	15%	13%
Animals will be placed back into their home	90% of strays returned to their owner from unincorporated Scott County are returned within 6 days		95%	90%	90%

ACTIVITY/SERVICE:	Animal Control	DEPARTMENT:	20U	
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:	162	
BOARD GOAL:	Foster Healthy Communities	FUND:	01 General	BUDGET:
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
		2013-14 PROJECTED		
Total number of animals brought in from rural Scott County		306	313	315
Number of calls animal control handle in rural Scott County		370	379	380
Total number of stray animal brought in from rural Scott County			306	300

PROGRAM DESCRIPTION:

Respond to complaints and pick up strays that are running loose or are confined in unincorporated Scott County. Return strays to their owners when claimed. Scott County Code Chapter 34

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Protect public and animals from injury	57% of dispatched calls for animals running at large will result in the animal being secured.	44.00%	60.00%	65.00%	65.00%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Animal Shelter (44A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
TOTAL POSITIONS		21.00	19.00	18.00	18.00	18.00
REVENUE SUMMARY:						
Adoptions	58,257	60,000	60,000	60,000	60,000	
Board	27,495	29,870	29,870	30,000	30,000	
City of Davenport	195,987	203,738	199,907	203,905	203,905	
City of Bettendorf	39,732	44,720	39,732	40,924	40,924	
Contributions	115,224	100,000	110,000	112,000	112,000	
Education & Volunteers	-	85	25	25	25	
Euthanasia	10,685	12,000	11,000	12,000	12,000	
Excessive Animal Permit	60	75	75	75	75	
Fund Raising Events	9,402	10,000	10,000	12,000	12,000	
Golden Companion	2,714	4,500	3,000	3,000	3,000	
Grants	21,439	10,000	20,000	22,000	22,000	
Heartworm Test	2,136	2,500	2,500	2,500	2,500	
Impound	44,415	54,590	54,590	55,000	55,000	
Memberships	1,570	2,100	2,100	2,100	2,100	
Miscellaneous	1,587	500	500	500	500	
Notice of Violation	7,310	4,500	6,000	6,000	6,000	
Out of County	600	1,000	1,000	1,000	1,000	
Rabbit	1,030	1,000	1,000	1,000	1,000	
Retail	12,008	12,000	12,000	12,000	12,000	
Spay and Neuter	20,773	25,000	23,000	23,000	23,000	
Surrender	6,200	11,000	8,000	8,000	8,000	
City Animal Licensing	42,089	43,000	45,000	45,000	45,000	
Transfer frm Capital/NB	37,417	10,000	43,755	40,000	40,000	
SUB-TOTAL REVENUES	658,130	642,178	\$683,054	\$692,029	\$692,029	
Scott County Health Dept	16,558	24,978	24,978	24,978	24,978	
Scott County Contribution	33,137	33,317	33,317	33,317	33,317	
TOTAL REVENUES	\$707,825	\$700,473	\$741,349	\$750,324	\$750,324	
APPROPRIATION SUMMARY:						
Personal Services	471,779	476,200	483,200	487,300	487,300	
Equipment	151,003	146,550	166,400	169,600	169,600	
Supplies	23,383	27,000	30,000	30,000	30,000	
Occupancy	47,014	50,325	47,200	50,700	50,700	
TOTAL APPROPRIATIONS	\$693,179	\$700,075	\$726,800	\$737,600	\$737,600	
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase/decrease 0% under current budgeted levels.						
FY14 revenues are recommended to increase/decrease 0% over current budgeted amounts for this program.						
List issues for FY14 budget:						
1. Increase in owner abandonments possibly due to economy.						
2. Return of strays to owners remains very low, for the same reason.						

County Library

Director: Paul Seelau, Phone: 563-285-4794, Website: scottcountylibrary.org



MISSION STATEMENT: It is the mission of the Scott County Library System to make available library materials and information in a variety of formats to people of all ages.

ACTIVITY/SERVICE:	Public Service	DEPARTMENT:	67A		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	27864		
BOARD GOAL:	Choose One	FUND:	01 General	BUDGET:	\$494,555
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
# materials checked out		189,006	185,109	186,035	186,035
# of downloadable electronic materials checked out		481	3,842	3,861	3,861

PROGRAM DESCRIPTION:

Circulation – Access to materials

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
# materials checked out and # materials downloaded	Increase materials use by 1%	189,487 or 4%	188,951 or -2%	190,840 or 2%	190,840 or 2%

ACTIVITY/SERVICE:	Public Service	DEPARTMENT:		67A	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		27864	
BOARD GOAL:	Choose One	FUND:	01 General	BUDGET:	\$64,055
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
# of customer service contacts		36,733	34,601	35,293	35,293

PROGRAM DESCRIPTION:

Reference and directional questions, in person, phone, e-mail

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Number of customers service contacts	Effectiveness: Increase staff customer interactions by 2%		34,601	35293 or 2%	35293 or 2%

ACTIVITY/SERVICE:	Public Service	DEPARTMENT:	67A	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	27864	
BOARD GOAL:	Choose One	FUND:	Choose One	BUDGET: \$7,569.00
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
		2013-14 PROJECTED		
# of Library computer uses		20,174	20,086	20,488
# of Library wireless uses		600	1,000	2,400

PROGRAM DESCRIPTION:

Public computer use and library wireless use

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Number of Library computer uses and # of Library wireless uses	Increase computer and internet use by 2%	20,774	21,086	21508 or 2%	21508 or 2%

ACTIVITY/SERVICE:	Public Service	DEPARTMENT:	67A	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	27864	
BOARD GOAL:	Choose One	FUND:	Choose One	BUDGET: \$31,709.00
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
				2013-14 PROJECTED
# of page loads on website		47,590	120,562	124,086
# of database hits		15,360	37,649	50,000
# of social media followers		50	327	377

PROGRAM DESCRIPTION:

Access to website, subscription databases, social media outlets

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Number of database hits and # of page loads on website and # of social media followers	Increase online interacting by 10%		158568 or 154%	174463 or 10%	174463 or 10%

ACTIVITY/SERVICE:	Public Service	DEPARTMENT:	67A	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	24864	
BOARD GOAL:	Choose One	FUND:	Choose One	BUDGET: \$202,772
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
				2013-14 PROJECTED
# of items added to collection		6,735	20,820	21,236
# of items withdrawn from the collection		8,352	5,348	5,455
# of items in the collection		105,712	121,209	123,633

PROGRAM DESCRIPTION:

Provide a current and well-maintained collection of physical and downloadable items.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
# of items in the collection	Maintain number of items in collection within 2%	0%	121,209 or 15%	123,633 or 2%	123,633 or 2%

Note: The 15% increase for 2011-12 is an anomaly because SCLS joined the WILBOR ebook consortium. Barring exceptions like this, the goal is to maintain the collection size within 2% to meet State Library of Iowa accreditation standards.

ACTIVITY/SERVICE:	Administration	DEPARTMENT:	67A		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	27864		
BOARD GOAL:	Choose One	FUND:	Choose One	BUDGET:	\$211,968
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
Visitor Count		163,698	156,413	157,977	157,977

PROGRAM DESCRIPTION:

Facility and operations management

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Door Count	Increase visitor count 1%	163,698	156,413 or -5%	157,977 or 1%	157,977 or 1%

ACTIVITY/SERVICE:	Administration	DEPARTMENT:	67A		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	27864		
BOARD GOAL:	Choose One	FUND:	Choose One	BUDGET:	\$21,607
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
# of PR methods used		10	15	18	18

PROGRAM DESCRIPTION:

Public relations

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Number of methods used	Increase number of methods used by 20%	67%	15 or 50%	18 or 20%	18 or 20%

ACTIVITY/SERVICE:	Programming	DEPARTMENT:	67A	
BUSINESS TYPE:	Semi-Core Service	RESIDENTS SERVED:	27864	
BOARD GOAL:	Choose One	FUND:	Choose One	BUDGET: \$84,771
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
		2013-14 PROJECTED		
In-Library program attendance		8,072	8,246	8,493

PROGRAM DESCRIPTION:

Juvenile, young adult and adult attendance at library programming.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
In-Library program attendance	Increase attendance by 3%	8072 or 0%	8,246 or 2%	8,493 or 3%	8,493 or 3%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Library Resources & Services (67A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Library Director		1.00	1.00	1.00	1.00	1.00
Administrative Secretary		1.00	1.00	1.00	1.00	1.00
Reference Librarian		1.00	1.00	1.00	1.00	1.00
Children's Librarian		1.00	1.00	1.00	1.00	1.00
Bookmobile Librarian		1.00	1.00	1.00	1.00	1.00
Technical Processing Clerk		1.00	1.00	1.00	1.00	1.00
Circulation Librarian		1.00	1.00	1.00	1.00	1.00
Reserve Librarian		1.00	1.00	1.00	1.00	1.00
Processing Clerk		1.25	1.25	1.25	1.25	1.25
Library Page		1.00	1.00	1.00	1.00	1.00
Bookmobile Driver		1.00	1.00	1.00	1.00	1.00
Station Attendants		3.94	3.94	3.94	3.94	3.94
Data Entry Clerk		1.10	1.10	1.10	1.10	1.10
TOTAL POSITIONS		16.29	16.29	16.29	16.29	16.29
REVENUE SUMMARY:						
Grants and Reimbursements		13,095	12,000	10,000	10,000	10,000
Intergovernmental		464,788	537,498	537,498	544,178	544,178
Fees and Charges		14,814	12,000	12,000	12,000	12,000
Miscellaneous		6,088		4,000	1,241	1,241
SUB-TOTAL REVENUES		\$498,785	\$561,498	\$563,498	\$567,419	\$567,419
Scott County Contribution		539,149	532,954	532,954	551,588	551,588
TOTAL REVENUES		\$1,037,934	\$1,094,452	\$1,096,452	\$1,119,007	\$1,119,007
APPROPRIATION SUMMARY:						
Personal Services		726,759	783,552	783,552	800,268	800,268
Equipment		96,527	102,400	104,121	106,139	106,139
Expenses		177,114	165,000	165,000	167,100	167,100
Supplies		41,448	43,500	45,500	45,500	45,500
TOTAL APPROPRIATIONS		1,041,848	\$1,094,452	\$1,098,173	\$1,119,007	\$1,119,007
ANALYSIS						
FY14 non-salary costs for this program are projected to increase 2.5% over current budgeted levels.						
FY14 revenues are projected to increase 2.2% increase over current budgeted amounts for this program.						

Medic Ambulance



Director: Linda Frederiksen, Phone: 563-323-1000, Website: www.medicems.com

MISSION STATEMENT: The mission of MEDIC EMS is to improve the health, safety, and security of our community by providing high quality emergency medical services and healthcare transportation

ACTIVITY/SERVICE:	911 Ambulance Response	DEPARTMENT:			
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:			
BOARD GOAL:	Foster Healthy Communities	FUND:	Choose One	BUDGET:	\$26,220
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Requests for ambulance service		27,494	27,018	26,714	28,000
Total number of transports		22,071	21,535	21,232	22,500
Community CPR classes provided		149	192	96	125
Child passenger safety seat inspections performed		47	31	36	30

PROGRAM DESCRIPTION:

Provide advanced level pre hospital emergency medical care and transport.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Urban response times will be < 7 minutes 59 seconds	Response time targets will be achieved at > 90% compliance	89.43%	85.98%	87.10%	90.00%
Rural response times will be <13minutes 59 seconds	Response time targets will be achieved at > 90% compliance	89.16%	87.11%	84.47%	90.00%
Increase the likelihood of functional neurologic outcomes post cardiac arrest for non-traumatic and non-pediatric cardiac arrest	% of non-traumatic and non-pediatric cardiac arrest patients receiving pre-hospital hypothermia treatment at >80%	43.00%	64%	36%	75%
Increased cardiac survivability from pre-hospital cardiac arrest	% of cardiac arrest patients discharged alive	18.00%	21%	18%	20%

ACTIVITY/SERVICE: 911 EMS Dispatching		DEPARTMENT:		
BUSINESS TYPE: Core Service		RESIDENTS SERVED:		
BOARD GOAL: Foster Healthy Communities		FUND: Choose One	BUDGET:	\$10,901
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
EMD services performed		13,018	14,459	14,156

PROGRAM DESCRIPTION:

Provide dispatch services for responding ambulances. Provide pre-arrival medical instructions to citizens accessing the 911 system.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Provide pre-arrival emergency medical dispatch instructions to persons who call 911	Delivery of Emergency Medical Dispatch instructions will be maintained at > 95% compliance	96.00%	94.60%	94%	96.00%
Provide pre-arrival CPR instructions on known cardiac arrest calls	Instructions provided will be at 95% compliance	95.00%	95%	100%	100%
Provide post-dispatch instructions to persons who call 911	Delivery of Emergency Medical Dispatch instructions will be maintained at > 90% compliance	98.00%	98.49%	98%	98.00%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Medic Emergency Medical Services (47A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Director		1.00	1.00	1.00	1.00	1.00
Supervisor Paramedic, EMT		73.00	56.00	56.00	56.00	56.00
Medical Director		0.15	0.20	0.20	0.20	0.20
Secretary/Bookkeeper		1.00	1.00	1.00	1.00	1.00
Manager		6.00	7.00	6.00	6.00	6.00
System Status Controller		10.00	14.50	14.50	14.50	14.50
Support Staff		-	-	-	-	-
Wheelchair/Shuttle Operator		2.00	1.00	1.00	1.00	1.00
TOTAL POSITIONS		93.15	80.70	79.70	79.70	79.70
REVENUE SUMMARY:						
Net Patient Revenue		7,009,110	7,584,427	7,782,120	7,919,086	7,919,086
Other Support		864,989	1,060,000	847,548	856,500	856,500
Genesis Medical Center		-	-	-	-	-
Trinity Medical Center		-	-	-	-	-
SUB-TOTAL REVENUE		\$7,874,099	\$8,644,427	\$8,629,668	\$8,775,586	\$8,775,586
Scott County Contribution			-			-
TOTAL REVENUES		\$7,874,099	\$8,644,427	\$8,629,668	\$8,775,586	\$8,775,586
APPROPRIATION SUMMARY:						
Personal Services		\$ 5,650,703	\$ 6,114,091	\$ 5,945,462	\$ 6,121,857	\$ 6,121,857
Equipment		20,922	20,000	14,252	23,000	23,000
Expenses		2,146,390	2,146,000	2,399,776	2,520,500	2,520,500
Supplies		228,744	215,000	237,732	245,000	245,000
Occupancy		136,146	145,000	137,400	140,000	140,000
TOTAL APPROPRIATIONS		\$8,182,905	\$8,640,091	\$8,734,622	\$9,050,357	\$9,050,357
ANALYSIS						
FY14 non-salary costs for this program are recommended to increase/decrease ____0____% under current budgeted levels.						
FY14 revenues are recommended to increase/decrease ____0____% over current budgeted amounts for this program.						
List issues for FY14 budget:						
1. Change in billing procedure is requiring a larger reserve, influencing revenue over expenses.						
2. Lack of reimbursement for Iowa Cares patients transported to Iowa City for treatment is reducing revenues.						
3. Loss of one contract with medical provider has decreased revenue.						

QC Convention/Visitors Bureau

Director: Joe Taylor, Phone:

Website: www.visitquadcities.com



MISSION STATEMENT: To enhance the quality of life and economic development for residents and visitors by marketing the Quad Cities region as an outstanding Midwest convention and tourism destination.

ACTIVITY/SERVICE:	External Marketing to Visitors	DEPARTMENT:		
BUSINESS TYPE:	Service Enhancement	RESIDENTS SERVED:		
BOARD GOAL:	Choose One	FUND:	Choose One	BUDGET: \$70,000
OUTPUTS		2010-11	2011-12	2012-13
		ACTUAL	ACTUAL	PROJECTED

PROGRAM DESCRIPTION:

The QCCVB increases visitor expenditures and overnight stays through strategic sales, marketing, and services. We promote and package the Quad Cities to attract and meet the needs of meetings, conventions, group tours, sporting events and competitions, special interest groups, and the leisure traveler. We are also community liaison for enhancing the quality of life for current and potential new residents, by supporting the development of new attractions, events, and special interests. Scott County residents benefit from increased hotel/motel tax revenues, sales tax revenues, food & beverage taxes, and gaming revenues and taxes. The increased expenditures received from visitors, keeps property taxes low. State tourism reports the benefit to each resident to be on average \$500 less in property taxes every year.

PERFORMANCE MEASUREMENT		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
Increase Hotel/Motel taxes and retail sales taxes to the county	Increase 3%over previous Fiscal year	3033891	3276839	3120000	3213600
Increase visitor inquiries processed, documented and qualified	Increase 3%over previous Fiscal year	291984	289453	300000	309000
Increase group tour operator inquiries processed, documented and qualified	Increase 3%over previous Fiscal year	1040	1402	1150	1185
Increase convention/meeting planner and trade show leads	Increase 3%over previous Fiscal year	2402	1978	2500	2575

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Regional Tourism Development (54A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
TOTAL POSITIONS		13.00	13.00	13.50	13.00	13.00
REVENUE SUMMARY:						
Davenport	\$	442,729	\$	400,000	\$	420,000
Bettendorf		186,621		190,000		195,000
Moline		220,733		200,000		215,000
Rock Island		79,000		85,000		79,000
East Moline		3,000		3,000		3,000
Rock Island County		12,000		12,000		15,000
Silvis		1,000		-		1,000
LeClaire		5,000		5,000		5,000
Carbon Cliff		5,000		5,000		5,000
Eldridge		3,000		3,000		3,000
State of Illinois/LTCB Grant		175,941		140,000		215,975
State of Illinois/Marketing Partnership Grant		34,794		40,000		53,250
State of Illinois/International Grant		51,875		59,915		95,784
Other Grants		94,375		20,000		35,000
Interest		2,144		1,200		3,000
Miscellaneous Income		-		52,000		50,000
Mississippi Valley Welcome Center		37,521		64,100		-
Membership Income		67,058		65,000		65,000
Publications Income		10,000		10,000		10,000
Joint Projects Income		11,425		8,000		10,000
Friends of QC Grant		1,750		10,000		10,000
Corporate Donations		10,000		-		10,000
QC Sports Commission Income		214,324		14,027		15,000
SUB-TOTAL REVENUES		\$1,669,290		\$1,387,242		\$1,514,009
Scott County Contribution		70,000		70,000		70,000
TOTAL REVENUES		\$1,739,290		\$1,457,242		\$1,584,009
APPROPRIATION SUMMARY:						
Personal Services	\$	728,122	\$	721,590	\$	734,000
Equipment		8,752		28,000		9,000
Expenses		1,120,902		645,740		750,400
Supplies		6,043		9,000		9,000
Occupancy		74,134		82,500		75,000
TOTAL APPROPRIATIONS		\$1,937,953		\$1,486,830		\$1,577,400
ANALYSIS						
FY14 non-salary costs for the Bureau are projected to decrease 1.5% under current budgeted levels.						
FY14 revenues are projected to increase 4.3% from current budgeted amounts.						
Scott County's requested contribution of \$70,000 remains unchanged from current budgeted levels.						

Quad Cities First

Director: Tara Barney, Phone: 563-322-1706, Website: quadcitiesfirst.com



MISSION STATEMENT: Quad Cities First is the regional economic development organization charged with marketing the Quad Cities region to companies looking to relocate or expand in our market.

ACTIVITY/SERVICE:		DEPARTMENT:		
BUSINESS TYPE:	Service Enhancement	RESIDENTS SERVED:		
BOARD GOAL:	Growing County	FUND:	01 General	BUDGET: \$40,000
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
				2013-14 PROJECTED
Prospect Meetings Out of Region		N/A	72	70
Industry Trade Shows/Conferences		N/A	7	7
Site Selector Visits		N/A	32	50
Unique Website Visits / Site Selector E-News		N/A	6241/6	35000 / 6
				8000 / 6

PROGRAM DESCRIPTION:

Marketing the Quad Cities externally for the purpose of attracting new investment and generating high quality jobs

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 GOAL	2011-12 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Prospect Meetings Out of Region	Growing County	N/A	72	70	70
Industry Trade Shows/Conferences	Growing County		7	7	5
Site Selector Visits	Growing County		32	50	35
Unique Website Visits and Bi-Monthly E-News Sent to Site Selectors and Company Headquarters	Growing County		6241/6 ** Unique - Not total hits	35000 / 6	8000 Unique Visits/6 Site Selector E-News

ACTIVITY/SERVICE:	Prospect Management	DEPARTMENT:		
BUSINESS TYPE:	Service Enhancement	RESIDENTS SERVED:		
BOARD GOAL:	Choose One	FUND:	01 General	BUDGET: \$20,000
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
				2013-14 PROJECTED
Formal Prospect Inquiries (Leads Generated)		N/A	111	75
Request for Proposals Submitted		N/A	46	35
Site Visits Hosted		N/A	12	20
Successful Deals Closed		N/A	8	25

PROGRAM DESCRIPTION:

Serve as regional primary point of contact to respond to prospective businesses interested in locating in the Quad Cities

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
# of Formal Prospect Inquiries	Growing County	N/A	111	75	75
# of Request for Proposals Submitted	Growing County	N/A	46	35	40
# of Site Visits Hosted	Growing County	N/A	12	20	25
# of Successful Deals Closed	Growing County	N/A	8	15	20

Quad Cities Chamber of Commerce

Director: Tara Barney, CEO Phone: 563/823-2679 Website: quadcitieschamber.com



MISSION STATEMENT: The mission of the Quad Cities Chamber of Commerce is to promote the economic growth and prosperity of the bi-state region.

ACTIVITY/SERVICE:	Business Expansion/Retention/Creation	DEPARTMENT:		
BUSINESS TYPE:	Service Enhancement	RESIDENTS SERVED:		
BOARD GOAL:	Choose One	FUND:	01 General	BUDGET: \$30,000
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
				2013-14 PROJECTED
Expand/retain primary jobs with local employers		N/A	588	700
Identify problems, opportunities with local employers		N/A	115	125
Pursue business opportunities related to RI Arsenal		N/A		1 venture
Provide services, assistance to entrepreneurs & start-ups		N/A	126 new/82 return	175
Market / manage the GDRC and related industrial properties		N/A	3 land	1 deal / sale

PROGRAM DESCRIPTION:

1QC is the Chamber's five-year, \$13 million economic & community development campaign that replaces the D1 Initiative. Primary goals are to move the QC region into the top quartile of communities (from #178 to #90 among 366) & increase our \$16.5 billion economy by \$2.8 billion by focusing on business retention, expansion & creation thru the Chamber & attraction/marketing thru QC First (separate request.)

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Retention / creation of 3500 primary jobs with existing employers over five years - 700 year target			588	700 primary jobs retained or created with existing employers	700
Business Connections calls with local companies to identify impediments to growth and / or opportunities for expansion & investment			115	Minimum of 125 outreach visits with local employers	125 Business Connection Calls
Identification / pursuit of business opportunities tied to the Rock Island Arsenal, including retention of existing jobs in jeopardy at RIA			See Attachment A	Retained jobs at risk; 1 new venture to add work / jobs at RIA	Identify 5 partners for JMTC for consideration
Technical and professional services to entrepreneurs and start-up companies seeking business plans, marketing, capital			BIG Training 208 total users 126 new / 82 return	100 individuals using BIG database; 75 clients served; \$100K capital	Train 125 new users/75 existing clients served
Market and manage the GDRC and other industrial sites throughout Davenport/Scott County, working with LEDOs			3 land sales, totaling 30.5 acres totaling \$1,299,090. 1 new prospect, 6-12 acres	1 expansion or land sale with increased sq. ft., investment or jobs	1 expansion or land sale with increased sq. ft., investment or jobs

ACTIVITY/SERVICE:	Quality of Life/Business Climate	DEPARTMENT:		
BUSINESS TYPE:	Service Enhancement	RESIDENTS SERVED:		
BOARD GOAL:	Growing County	FUND:	01 General	BUDGET: \$10,000
OUTPUTS	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED

PROGRAM DESCRIPTION:

1QC also focuses on building a strong quality of life & business climate that encourages workforce attraction/retention & supports business growth. Priorities include downtown/riverfront development in Scott County, infrastructure such as Amtrak, air service connections to key markets & the I-74 bridge, stronger K-12 systems that serve as magnets for new residents & tax base, & enhanced gateways.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Enhanced riverfront / downtown development that leads to more visitors, customers, residents in downtowns in Scott Co.			23 new businesses, 8 residential units / more being built but none are completed yet recently. Record 70,000 visitors between Red White & Boom, Street Fest, and River Roots Live.	Increase in dtwn office & residential occupancy; # of visitors	Increase in downtown office and residential occupancy, number of visitors
Enhanced network of transportation options for people, goods, services - with enhanced gateways			See Attachment B	Amtrak \$\$ secured; new air connections; progress on I-74 bridge	Continue progress on Chicago-Quad Cities passenger rail service planning/construction (2015 service initiation), maintain current and establish new air service, continue advocacy for I-74
Engagement of business community with K-14 education to align workforce & skill requirements of employers w/education			See Attachment C	Chamber active with schools; SCC filling identified skill gaps	Chamber active with schools; SCC filling identified skill gaps; University/College Presidents Council actively meet 6 times p/y

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Regional Economic Development (49A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
CEO	\$	0	0.25	0.20	0.20	0.20
President		0.50	0.25	0.50	0.50	0.50
Vice-President		1.00	0.95	1.00	1.00	1.00
Business Attraction Staff		1.30	1.35	1.30	1.30	1.30
Administrative Secretary		0.40	0.20	0.40	0.40	0.40
Database Specialist		0.25	0.30	0.25	0.25	0.25
Accounting/HR/Admin Staff		-	0.30	0.80	0.80	0.80
Marketing Staff		1.00	0.15	1.00	1.00	1.00
TOTAL POSITIONS		4.65	3.75	5.45	5.45	5.45
REVENUE SUMMARY:						
Private Sector Members		\$525,000	\$600,000	\$625,000	\$625,000	\$625,000
Public Sector Members		250,375	322,043	305,000	315,000	315,000
Other			13,200	1,000	1,000	1,000
SUB-TOTAL REVENUES		\$775,375	\$935,243	\$931,000	\$941,000	\$941,000
Arsenal Lobbying Funding						
Scott County Contribution-GDRC		30,000	30,000	30,000	30,000	30,000
Scott County Contribution - QC First		70,000	70,000	70,000	70,000	70,000
TOTAL COUNTY CONTRIBUTION		100,000	100,000	100,000	100,000	100,000
TOTAL REVENUES		\$875,375	\$1,035,243	\$1,031,000	\$1,041,000	\$1,041,000
APPROPRIATION SUMMARY:						
Personal Services	\$	455,984	\$ 383,892	\$ 555,140	\$ 572,715	\$ 572,715
Equipment		-	-	-	-	-
Expenses		346,477	513,050	394,874	400,783	400,783
Supplies		4,973	-	4,343	5,000	5,000
Occupancy		30,091	27,105	36,768	36,768	36,768
TOTAL APPROPRIATIONS		\$837,525	\$924,047	\$991,125	\$1,015,266	\$1,015,266
ANALYSIS						
FY14 non-salary costs for this program are projected to decrease 18% undercurrent budgeted levels.						
FY14 revenues are projected to increase 4% over current budgeted amounts for this program.						
There is no increase requested in Scott County's contribution .						

Vera French Community Mental Health Center

Director: Anne Armknecht Phone: (563) 888-6245 Website: www.verafrenchmhc.org



MISSION STATEMENT: Vera French Community Mental Health Center will enhance the mental health of all in our community by providing quality, accessible, and comprehensive care.

ACTIVITY/SERVICE:	Comm Support Prog/Frontier	DEPARTMENT:	51B		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:		250	
BOARD GOAL:	Foster Healthy Communities	FUND:	10 MHDD	BUDGET:	\$468,599
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Referrals		30	36	40	40
Total number of clients served		135	134	300	250
Total units of service		1,325	2,819	2,400	2,959
Total number of meals provided		2095	3,443	4160	3,616
Medication Management units provided by Nurse		281	671	480	671
Total number of group opportunities provided		380	912	640	912
Number of CPC/legal settlement applications processed		7	18	14	18

PROGRAM DESCRIPTION:

Frontier provides support to people with a severe and persistent mental illness who need assistance living in the community to reach and maintain the highest level of functioning possible for them. Medication management is a service provided within Frontier. A nurse provides support to clients who may need help taking their meds on a regular basis.

PERFORMANCE MEASUREMENT		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
OUTCOME:	EFFECTIVENESS:				
Client will remain free of hospitalization.	95% of clients will not be hospitalized for psychiatric reasons.	98%	97%	95%	95%
Clients will remain in their current independent living setting (no jail, MHI, shelter)	85% of clients will maintain their level of functioning.	99%	98%	85%	85%

ACTIVITY/SERVICE:	Adult Partial Hospital Prog	DEPARTMENT:	51G		
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	64		
BOARD GOAL:	Foster Healthy Communities	FUND:	10 MHDD	BUDGET:	\$318,788
OUTPUTS		2010-11	2011-12	2012-13	2013-14
		ACTUAL	ACTUAL	PROJECTED	PROJECTED
Patient Days		746	1434	1500	1434
Admissions		45	64	100	64

PROGRAM DESCRIPTION:

The APHP provides intensive outpatient treatment within a structured therapeutic environment. The structured environment offers the opportunity to avoid hospitalization or transition from the hospital to the community. The program emphasizes a multidisciplinary team approach under psychiatric supervision.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Patients will show sustained improvement as measured by the BASIS -32.	85% of patients will show improvement upon discharge	81%	93%	85%	85%
Patients will be satisfied with their treatment in APHP.	90% of patients surveyed will indicate overall satisfaction with the APHP.	93%	100%	90%	90%
Patients who access APHP services will avoid the need for treatment in an acute setting.	95% of clients discharged will not require hospitalization in an acute setting.	88%	100%	95%	95%

ACTIVITY/SERVICE:	Outpatient	DEPARTMENT:	51A	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	12,750	
BOARD GOAL:	Foster Healthy Communities	FUND:	10 MHDD	BUDGET: \$1,429,556
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
Total Number of Appointments		42,291	27,293	35,000
Total Number of new cases funded by Scott Co		464	355	425
Number of CPC and legal settlement applications processed		3,274	1,336	3100

PROGRAM DESCRIPTION:

To provide outpatient mental health services to all age groups in the Quad City area, including residents of Scott County who qualify for financial assistance from Scott County, by developing a range of individual, group, and family mental health services.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Vera French will enhance group therapy services to Scott County residents.	Vera French will provide at least three group therapy services each quarter.	11	21	12	20
Vera French will increase access to Outpatient services.	Decrease wait time for therapy intake appointments	24 days	37 days	24 days	35 days
Vera French will increase access to Outpatient services.	Decrease the wait time for prescriber intake appointments	48 days	29 days	48 days	29 days

ACTIVITY/SERVICE:	RCF/PMI (Pine Knoll)	DEPARTMENT:	51F	
BUSINESS TYPE:	Core Service	RESIDENTS SERVED:	65	
BOARD GOAL:	Foster Healthy Communities	FUND:	10 MHDD	BUDGET: \$1,138,191
OUTPUTS		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED
Patient days		18,952	17,729	16,425
Average census of Scott County residents		39	39	40
Number of Scott County residents assessed for RCF/PMI placement		8	38	35
Number of CPC/legal settlement applications processed		8	21	20

PROGRAM DESCRIPTION:

Pine Knoll is a residential care facility which provides treatment and support services for individuals with chronic mental illness who are unable to function successfully in the community. Within Pine Knoll, Day Habilitation services are provided. These services assist individuals in acquiring skills, gaining independence, learning appropriate behavior and understanding the importance of personal choice. The Housing Corporation develops and maintains affordable housing options for homeless or near homeless persons with serious and persistent mental illness.

PERFORMANCE MEASUREMENT		2010-11 ACTUAL	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROJECTED
OUTCOME:	EFFECTIVENESS:				
Pine Knoll will provide the appropriate amount of direct service and supervision hours to residents.	Nursing staff will provide at least 10,950 direct service and supervision hours per quarter.	12,283	10,670	10,950	10,950
Pine Knoll will meet the community's needs for RCF/PMI services	To maintain a census at 85% of operating capacity.	92%	85%	85%	85%
Pine Knoll will provide psychosocial learning and skill development opportunities to residents.	To provide a total of 9100 hours of psychosocial learning and skill development services to residents each quarter	9006	8353	9,100	9,100
Pine Knoll will provide treatment that is beneficial for residents.	To transition no more than 40% of residents discharged to a higher level of care.	14%	25%	40%	40%
Pine Knoll will provide treatment that is beneficial for residents.	To transition at least 60% of residents discharged to a lower level of care.	86%	75%	60%	60%

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Outpatient Services (51A)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
M.D.		5.23	5.08	5.08	4.46	4.46
PH.D.		2.80	2.80	2.80	2.80	2.80
Therapist		24.68	34.50	34.50	31.00	31.00
RN/LPN		15.17	10.52	10.52	12.13	12.13
Administrative & Clerical		25.92	24.03	24.03	31.94	31.94
TOTAL POSITIONS		73.80	76.93	76.93	82.33	82.33
REVENUE SUMMARY:						
Service Fees		\$1,348,572	\$2,964,000	\$2,964,000	\$1,400,000	\$1,400,000
ARO/Unknown		252,613	360,000	360,000	360,000	360,000
Contributions		203,533	200,000	200,000	200,000	200,000
Miscellaneous		653,535	325,000	325,000	325,000	325,000
Title XIX		1,772,966	-	-	1,800,000	1,800,000
State Payment		96,815	90,000	90,000	90,000	90,000
SUB-TOTAL REVENUES		\$4,328,034	\$3,939,000	\$3,939,000	\$4,175,000	\$4,175,000
Scott County Contribution		1,072,167	1,429,556	1,429,556	1,429,556	1,429,556
Contingency - HVAC Replacement		-	-	-	-	-
TOTAL COUNTY CONTRIBUTION		\$1,072,167	\$1,429,556	\$1,429,556	\$1,429,556	\$1,429,556
TOTAL REVENUES		\$5,400,201	\$5,368,556	\$5,368,556	\$5,604,556	\$5,604,556
APPROPRIATION SUMMARY:						
Personal Services		\$ 5,195,348	\$ 5,419,543	\$ 5,419,543	\$ 5,872,201	\$ 5,872,201
Equipment		44,555	23,000	23,000	43,000	43,000
Expenses		364,167	271,218	271,218	295,150	295,150
Supplies		77,245	83,000	83,000	58,000	58,000
Occupancy		154,328	151,500	151,500	152,300	152,300
TOTAL APPROPRIATIONS		\$5,835,643	\$5,948,261	\$5,948,261	\$6,420,651	\$6,420,651
ANALYSIS						
<p>The FY14 non-salary costs for the <u>total agency -Vera French CMHC</u> are recommended to increase slightly (0.1%) over the current budgeted levels. The FY14 revenues for the total agency are recommended to decrease slightly (-0.9%). The county is no longer paying the non-federal share of the Medicaid services. The agency will work directly with DHS/IME and Magellan for payment and approval of rate increases. The agency continues to struggle with recruiting doctors. The agency has several doctors who are within retirement age but continue to work. The agency struggled financially in FY12 because of the financial crisis the county faced. The county applied for Transition funds in order to maintain services the whole year in FY13. In FY14, the county will work with VFCMHC on a fee for service basis instead of block granting funds.</p> <p>The FY14 non-salary costs for <u>Outpatient Services</u> are recommended to increase 7.9% over the current budgeted levels. The FY14 revenues for Outpatient Services are recommended to increase 4.4% over the current levels. This is primarily due to a projected increase in Medicaid reimbursement. The county funding remains flat from FY13 to FY14.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. MH Redesign- Financial Impacts/Core and Core Plus Services 2. Regionalization 3. Peer Recovery Service/Magellan Contract 4. Psychiatric workforce shortage 5. Fee for service instead of block granting funds <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Community Support Services (51B)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Administrative & Clerical		1.00	1.00	1.00	1.00	1.00
Community Support		5.60	7.60	5.60	5.60	5.60
TOTAL POSITIONS		6.60	8.60	6.60	6.60	6.60
REVENUE SUMMARY:						
Service Fees/Rev		22,120	-	-	22,000	22,000
ARO		188,253	180,000	180,000	180,000	180,000
Contributions		583	-	-	-	-
Miscellaneous		2,779	15,000	15,000	-	-
Title XIX		160,464	150,000	150,000	150,000	150,000
State Payments		16,108	15,000	15,000	15,000	15,000
SUB-TOTAL REVENUE		\$390,307	\$360,000	\$360,000	\$367,000	\$367,000
Scott County Contribution		313,649	468,599	468,599	468,599	468,599
Title XIX Match/Hab Services					-	-
TOTAL REVENUES		\$703,956	\$828,599	\$828,599	\$835,599	\$835,599
APPROPRIATION SUMMARY:						
Personal Services		\$479,651	\$617,000	\$617,000	\$481,608	\$481,608
Equipment		14,105	14,000	14,000	15,000	15,000
Expenses		51,481	36,290	36,290	78,100	78,100
Supplies		23,661	27,500	27,500	29,500	29,500
Occupancy		31,026	59,473	59,473	38,073	38,073
TOTAL APPROPRIATIONS		\$599,924	\$754,263	\$754,263	\$642,281	\$642,281
ANALYSIS						
<p>The FY14 non-salary costs for the Community Support Program-Frontier are recommended to decrease 14.8% compared to the current budgeted levels. This is due to the program moving to a new location in November of 2012. The new location requires less upkeep. The new location is more centralized to serve more individuals. It is also on a bus route to help those with transportation needs.</p> <p>The FY14 revenues for the Frontier program are recommended to increase slightly (.8%). This is due to the anticipated collection of more service fees.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. MH Redesign: Financial Impacts and Core/Core Plus Services 2. Regionalization 3. Fee for service instead of block granting funds <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. Moved to new location in November 2012 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Case Management (51D)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
Administrative & Clerical		1.00	1.00	1.00	1.00	1.00
Case Manager		5.71	7.60	5.71	5.71	5.71
TOTAL POSITIONS		6.71	8.60	6.71	6.71	6.71
REVENUE SUMMARY:						
Miscellaneous/Contributions		\$6,055	\$0	\$0	\$0	\$0
Title XIX		265,947	300,000	300,000	300,000	300,000
SUB-TOTAL REVENUES		\$272,002	\$300,000	\$300,000	\$300,000	\$300,000
Title XIX Match/Hab Services		244,337	300,000	300,000	250,000	250,000
Title XIX Pass Through 100%		244,337	300,000	300,000	250,000	250,000
TOTAL COUNTY CONTRIBUTION (GROSS)		488,674	600,000	600,000	500,000	500,000
Less Title XIX Pass-Thru		244,337	300,000	300,000	250,000	250,000
TOTAL SCOTT COUNTY (NET)		244,337	300,000	300,000	250,000	250,000
TOTAL REVENUE		\$516,339	\$600,000	\$600,000	\$550,000	\$550,000
APPROPRIATION SUMMARY:						
Personal Services		\$ 463,135	\$ 471,291	\$ 471,291	\$ 427,093	\$ 427,093
Equipment		5,557	4,800	4,800	5,600	5,600
Expenses		51,341	51,488	51,488	53,488	53,488
Supplies		4,287	7,200	7,200	6,000	6,000
Occupancy		15,640	19,480	19,480	15,600	15,600
TOTAL APPROPRIATIONS		\$539,960	\$554,259	\$554,259	\$507,781	\$507,781
ANALYSIS						
<p>The FY14 non-salary costs for the Case Mangement Program are recommended to decrease 8.4% compared to the current budget.</p> <p>The FY14 revenues for the program are recommended to decrease 8.3% compared to the current budget. This reduction puts the budget more in line with previous years and the Title XIX pass thru amounts.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. Regionalization 2. MH Redesign: Core Services 3. Selection of Case Management Providers <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Residential (51F)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
TOTAL POSITIONS		47.69	53.44	48.79	48.79	48.79
REVENUE SUMMARY:						
Service Fees		\$157,860	\$167,000	\$167,000	\$150,000	\$150,000
SSI/SSDI		427,054	440,000	440,000	440,000	440,000
Title XIX		1,068,013	1,264,000	1,264,000	1,120,000	1,120,000
Contributions		482	6,000	6,000	500	500
Miscellaneous		2,086	1,200	1,200	2,000	2,000
SSA		79,003	96,000	96,000	80,000	80,000
State Payment		316,501	312,000	312,000	316,000	316,000
SUB-TOTAL REVENUES		\$2,050,998	\$2,286,200	\$2,286,200	\$2,108,500	\$2,108,500
Scott County Contribution		811,725	1,082,300	1,082,300	1,082,300	1,082,300
Title XIX Match		-	-	-	-	-
Housing Corporation		41,918	55,891	55,891	55,891	55,891
Title XIX ARO Match		-	-	-	-	-
TOTAL COUNTY CONTRIBUTION		\$853,643	\$1,138,191	\$1,138,191	\$1,138,191	\$1,138,191
TOTAL REVENUES		\$2,904,641	\$3,424,391	\$3,424,391	\$3,246,691	\$3,246,691
APPROPRIATION SUMMARY:						
Personal Services		\$2,634,277	\$2,657,621	\$2,657,621	\$2,536,407	\$2,536,407
Equipment		18,967	33,300	33,300	27,000	27,000
Expenses		179,755	148,438	148,438	252,591	252,591
Supplies		160,377	179,000	179,000	179,000	179,000
Occupancy		157,043	193,000	193,000	161,000	161,000
TOTAL APPROPRIATIONS		\$3,150,420	\$3,211,359	\$3,211,359	\$3,155,998	\$3,155,998
ANALYSIS						
<p>The FY14 non-salary costs for the Residential Program, Pine Knoll, are recommended to decrease 1.7% compared to the current budget. Due to federal rules, the future of programming (Habilitation Services, is unknown.</p> <p>The FY14 revenues for the total agency are recommended to decrease 5.2% compared to the current year. This is due to lower Habilitation revenue.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none"> 1. Programming in the actual building- can't provide Medicaid services in facilities with more than 16 beds (Federal Issue) 2. MH Redesign: Core/Core Plus Services 3. Financial Impacts of Redesign 4. Discussion of future ownership of building 5. Fee for service instead of blocking granting funds <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none"> 1. None 2. 3. 						

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2011-12	2012-13	2012-13	2013-14	2013-14
PROGRAM: Day Treatment Services (51G)		ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:						
M.D.		0.03	0.40	0.40	0.03	0.03
PH.D.		1.00	1.00	1.00	1.00	1.00
Therapist		1.00	1.00	1.00	1.00	1.00
RN/LPN		0.25	0.25	0.25	0.25	0.25
Administrative & Clerical		0.25	-	-	-	-
Activity Therapist		0.08	-	-	-	-
TOTAL POSITIONS		2.61	2.65	2.65	2.28	2.28
REVENUE SUMMARY:						
Service Fees		\$55,986	\$100,000	\$100,000	\$25,000	\$25,000
Misc/Contributions Revenues		1,061	-	-	-	-
Title XIX		20,417	50,000	50,000	15,000	15,000
State Payment		19,705	12,000	12,000	10,000	10,000
SUB-TOTAL REVENUES		\$97,169	\$162,000	\$162,000	\$50,000	\$50,000
Scott County Contribution		\$239,091	\$318,788	\$318,788	\$318,788	\$318,788
Contingency - Depreciation		-	-	-	-	-
TOTAL COUNTY CONTRIBUTION		\$239,091	\$318,788	\$318,788	\$318,788	\$318,788
TOTAL REVENUES		\$336,260	\$480,788	\$480,788	\$368,788	\$368,788
APPROPRIATION SUMMARY:						
Personal Services		\$228,935	\$349,136	\$349,136	\$211,262	\$211,262
Equipment		3,027	3,000	3,000	4,100	4,100
Expenses		30,587	63,340	63,340	37,750	37,750
Supplies		1,554	7,200	7,200	2,500	2,500
Occupancy		7,820	38,660	38,660	12,700	12,700
TOTAL APPROPRIATIONS		\$271,922	\$461,337	\$461,337	\$268,312	\$268,312
ANALYSIS						
<p>The FY14 non-salary costs for the Day Treatment Program (Partial Hospitalization) are recommended to decrease 41.8% compared to the current budget. This is primarily due to reduction in staffing and reducing the current budget to be more in line with the historical trends.</p> <p>The FY14 revenues for the program are recommended to decrease 23.3% compared to the current budget. This is due to a reduction in service fees and Title XIX revenue. Both revenues lines are more in line with previous years. The agency budgeted higher for FY13 as they were hoping to expand the Day Treatment program with the addition of a new doctor. That did not happen and the budget has been adjusted accordingly.</p> <p>The agency is hoping to partner with Genesis Medical Center and have a direct line from the Emergency Room to the Partial Hospital program when a person is not admitted to the hospital but would benefit from some supervision and service. The doctors in the ER can make the referral and individuals would be able to start service immediately. This helps to avoid costly hospitalizations and at the same time provides treatment and supervision.</p> <p>List issues for FY14 budget:</p> <ol style="list-style-type: none">1. MH Redesign: Core/Core Plus Services2. Regionalization3. Financial Impacts of Redesign4. Fee for service instead of block granting funds5. Collaboration with Genesis Medical Center <p>List capital, personnel and vehicle changes:</p> <ol style="list-style-type: none">1. None						

SUPPLEMENTAL INFORMATION

SUPPLEMENTAL INFORMATION

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BASIS OF ACCOUNTING

Scott County's accounting system for budgeting purposes is on the modified accrual basis of accounting using governmental fund types. The State of Iowa does require that all budget amendments be enacted one month prior to the end of the fiscal year. Budgets are prepared using the same accounting basis as practices as are used to account for and prepare financial reports for the funds; thus, the budgets are presented in accordance with accounting principles generally accepted in the United States of America. Budget appropriations for Scott County governmental funds are projected on the modified accrual basis of accounting and full accrual for its enterprise fund.

Both the annual budget and preparation of the audited Comprehensive Annual Financial Report (CAFR) of the County are based on generally accepted accounting principles, include the same funds (other than the entity-wide funds included in the CAFR), and meets the criteria set forth by the Government Finance Officers Association for its Certificate of Achievement for Excellence in Financial Reporting. For budgeting purposes, any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget should be considered a major fund. The format includes basic fund types as follows:

MAJOR GOVERNMENTAL FUNDS (budgeted):

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

Special Revenue Funds - These funds are utilized to account for revenues derived from specific sources which are usually required by law or regulation to be accounted for as separate funds. For Scott County these funds include the MH-DD Fund, the Rural Services Basic Fund and the Secondary Roads Fund.

Mental Health, 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.

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 Budgeting For Outcomes (BFO) 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 Budgeting For Outcome system is further explained at the end of this budget preparation process discussion.

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

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

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

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

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

Budget amendments occur twice during the current fiscal year. The first budget amendment is presented to the Board of Supervisors in February for approval with the upcoming fiscal year budget. A second amendment is recommended to the Board of Supervisors in May of the current year in order to close the fiscal year. Both amendments are designed to provide legal capacity of functional expenditures by category based upon current estimates. The level of budgetary control for each amendment process is on the functional level of the County's governmental functions. Departmental line item budgetary adjustments within a function may be made throughout the year as long as the total expenditures is not increased from the legally adopted budget.

SCOTT COUNTY'S BUDGETING FOR OUTCOMES BUDGET SYSTEM

Prior to fiscal year 1983-84 Scott County was accustomed to budgeting for TOTAL departments and authorized agencies. Beginning in FY84, the County introduced program performance budgeting. With performance based budgeting, the County budgeted for departments, but each department divided its budget into functions or services, which are known as "programs". The performance based budget had been in place at Scott County for nearly 28 years, with many departments using the same measurers for many years.

In 2008, the Board of Supervisors set a goal to revise their performance based budget system. The County decided to adopt budgeting for outcomes as their new budgeting method. Budgeting for outcomes challenges public leaders to determine what outcomes citizens most value, prioritize their tax dollars to purchase those results, and rethink the way their departments and agencies go about producing them. Our old performance based budget system asked the question, what programs can we cut to keep the budget in balance? The new budget method asks, how can government increase the value it delivers to citizens with the money that is available?

There are huge benefits of using the budgeting for outcomes method of budgeting. First, it allows the government to see or eliminate obsolete or low value activities. Next, it helps find money for important new investment or activities – if an investment is important, it will rise to the top of the list. Other spending with less value falls off of the list. It ensures the general interest trump special ‘pet’ projects. Outcome based budgeting ensures accountability for performance – programs MUST deliver results or they don’t get funded. It also talks about the budget in common sense terms – Traditional budgets are difficult for citizens to read. BFO budgets are designed for anyone to understand – and they allow citizens to understand exactly the services that its government provides with additional transparency.

What is an outcome?

- It must be specific and address the customers’ needs (internal or external)

- It must be measurable

- It must be aggressive but attainable

- It must be results oriented

- It must be time bound (it must have a deadline or timeline) i.e. one year, etc

In order to change from traditional performance based budgeting to outcome based budgeting, departments had to change their thinking entirely. First, each department identified their services. This had never been done before. Next, departments identified outputs from our old budgeting system – and some departments created new outputs. Next, departments aligned each service with a goal of the Board of Supervisors to ensure that the Board goals were reflected in the activities of the County departments. Next, each service was identified as either a core service, semi-core service or a service enhancement. Then, each department identified outcome and effectiveness measures for each service. From this process, we have our new budgeting for outcomes for Scott County, first successfully implemented in FY 12.

MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY

Date of Incorporation: December 31, 1837

Form of Government: County Board/County Administrator

Area in Square Miles 468.2

Median Age of Population 37.4

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 - 2012

Registered Voters	127,843
Votes Cast	90,503
Percent	70.79%

Elections: Last School Board Election - 2011

Registered Voters	123,028
Votes Cast	5,596
Percent	4.55%

Building Permits:

Issued in the Year Ended	
June 30, 2012	679
Value of Issued Permits	\$23,821,134

MISCELLANEOUS STATISTICS ABOUT SCOTT COUNTY (cont.)

Ten Principal Taxpayers as of June 30, 2012

Organization	Taxable Value	% of Total Taxable Value
MidAmerican Energy	356,391,262	4.72%
Isle of Capri	85,002,320	1.13%
Iowa American Water Company	64,955,940	0.86%
Macerich North Park Mall, LLC	58,460,300	0.77%
ALCOA	39,944,340	0.53%
Qwest	29,919,385	0.40%
Gulf Investments	24,760,600	0.33%
Senior Star Investments I LLC	23,717,322	0.31%
Deere & Company Inc.	23,567,200	0.31%
Northern Border Pipeline Co.	22,836,861	0.30%
Total	\$729,555,530	9.67%

Source: County tax rolls.

FINANCIAL MANAGEMENT POLICIES

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

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

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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 established 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.

9. 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.
10. 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.
11. The County will maintain a budgetary control system to monitor its adherence to the approved operating budget.
12. 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.
8. During the initial stages of a particular capital improvement but no later than the public hearing for the capital improvement, revenue sources to fund the capital improvement and estimated project costs including incidental costs will be approved by the Board of Supervisors.
8. Capital Funding Requests From Outside Agencies
 - Capital funding requests (greater than \$5,000) from outside agencies will only be considered during the Board's regular annual budget review cycle.
 - Said requests must be submitted to the County Administrator on or before December 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

9. Bike Trail Funding

- The Board of Supervisors supports the development and construction of bike trails that will connect communities within the County. The Board encourages state and federal legislators to fund grant opportunities to fund these bike trails. The Board will support grant applications to appropriate state and federal agencies for grant funding of these trails.
- The Board will participate in funding the local match grant requirement of bike trail development and construction that connect non-contiguous cities within Scott County. The Board will also consider allowing the use of the County's right of way for portions of proposed trails along County roads.
- The Board of Supervisors will fund 10% of the local match grant requirement (up to a 30% grant local match requirement). For example, if the grant award is for \$1 million with a 30% local-70% federal/state split the County would fund \$30,000 of the local match. If the same \$1 million grant had a 40% local-60% federal/state split the County would still only fund \$30,000 of the local match. If this is a multi-county grant application the 10% County local

match funding amount will be based on the percentage of bike trail mileage in Scott County.

- The County encourages communities to secure additional local grant funding toward the local match requirement (i.e., riverboat grants, foundations, businesses, etc.). The County will not reduce its 10% local match commitment by any additional funding secured by the communities toward their 90% share of the local match.
- The County will not participate in any ongoing maintenance costs of the bike trails.

DEBT ADMINISTRATION POLICY

1. The County will limit its long-term borrowing to capital improvements or projects which cannot be financed from current revenues or for which current revenues are not adequate.
2. Long-term borrowing will only be utilized to fund capital improvements and not operating expenditures.
3. The payback period of the bonds issued to fund a particular capital project will not exceed the expected useful life of the project.
4. It is recognized that the State of Iowa sets the debt limitation for municipalities at 5 percent of actual property valuation.
5. Whenever possible, special assessment, revenue bonds and/or general obligation bonds abated by enterprise revenues will be issued instead of general obligation bonds funded by property tax.
6. For those general obligation bonds issued and funded by property taxes, debt service and interest payment schedules shall be established whenever possible in such a manner to provide equalization of debt and interest payments each year for the life of the total outstanding general obligation bonds.
7. The County shall encourage and maintain good relations with the financial and bond rating agencies and prepare any reports so requested by these agencies. Full and open disclosure on every financial report and bond prospectus will be maintained.

FINANCIAL REPORTING POLICY

1. The County will establish and maintain a high standard of accounting practices and procedures which adhere to the concept of full and open public disclosure of all financial activity.
2. The accounting system will be maintained on a basis consistent with accepted standards for governmental accounting.

3. Quarterly financial statements reported on a budget basis of accounting will be presented to the board of Supervisors on a regular basis.
4. The County's independent public accounting firm will publicly issue an audit opinion regarding the financial statements to the County. The annual audit will be made available to the general public, bonding and financial consultants, and any other interested citizens and organizations.
5. The Comprehensive Annual Financial Report and accompanying audit opinion will be completed and submitted to the Board of Supervisors by December 31 and following the close of the preceding fiscal year.

FUND BALANCE POLICY

Government Accounting Standards Board (GASB) has issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The Statement is effective for the County beginning with fiscal year ending June 30, 2011. The objective of this statement is to improve the usefulness and understandability of governmental fund balance information. The Statement provides more clearly defined categories to make the nature and extent of the constraints placed on a government's fund balance more transparent. The Statement impacts governmental fund types, however, in non-governmental funds, the County may decide to assign funds for specific purposes.

1. The fund balance will be reported in five categories: Nonspendable Fund Balance, Restricted Fund Balance, Committed Fund Balance, Assigned Fund Balance, and Unassigned Fund Balance.
 - a) Nonspendable Fund Balance - Amounts cannot be spent because they are a)not in spendable form or b)legally or contractually required to be maintained intact.
 - b) Restricted Fund Balance - Amounts are restricted by external parties (i.e. creditors, grantors, contributors) or laws / regulations of other governments or restricted by law through constitutional provisions or enabling legislation, such as an ordinance.
 - c) Committed Fund Balance - Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Board of Supervisors. The formal action must occur prior to the end of the reporting period. The amount, which will be subject to the constraint, may be determined in the subsequent period.
 - d) Assigned Fund Balance - Amounts constrained by the government's intent to be used for specific purposes that are neither restricted or committed. The intent can be expressed by the County Administrator.
 - e) Unassigned Fund Balance - Is a residual classification for the general fund. The total fund balance less amounts categorized as non-spendable, restricted, committed and assigned equals unassigned fund balance. The general fund is the only fund that should report a positive unassigned fund balance amount. A negative unassigned fund balance is possible in other funds.

Minimum year-end fund balances will be maintained for all governmental and proprietary funds as follows:

Governmental	
<u>Fund Types</u>	<u>Minimum Fund Balance</u>
General	Unassigned, 15% of Annual Operating Expenses
Secondary Roads	Restricted, Between 5% & 10% of Annual Operating Expenses
MH-DD	Restricted, Between 5% & 10% of Annual Operating Expenses (state law)
Rural Services	Assigned, \$25,000 Minimum Balance
Recording Management Fees	No Minimum Required
Debt Service	Assigned, \$25,000 Minimum Balance
Capital Projects	No Minimum Required
Proprietary	
<u>Fund Types</u>	<u>Minimum Fund Equity</u>
Self-Insurance	Assigned, \$1,000,000 Minimum Balance
Golf Course*	Escrowed Annual Debt Service Payment

*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.

2. Flow of Funds Policy:

The County will spend the most restricted dollars before less restricted, in the following order:

- 1) Nonspendable (if funds become spendable)
- 2) Restricted
- 3) Committed
- 4) Assigned
- 5) Unassigned

2. CASH HANDLING PROCEDURES POLICY

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

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

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

(a) To the extent that the county is obligated by statute to pay the charges for:

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

(ii) 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.

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

(d) 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 2013-2014
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	89,564 43.060	105,369 50.658	121,174 58.257
Assistant County Administrator	805	84,717 40.729	99,667 47.917	114,617 55.104
Health Director	805	84,717 40.729	99,667 47.917	114,617 55.104
Conservation Director	775	82,247 39.542	96,761 46.520	111,275 53.498
Community Services Director	725	78,158 37.576	91,951 44.207	105,744 50.838
Facilities & Support Services Director	725	78,158 37.576	91,951 44.207	105,744 50.838
Information Technology Director	725	78,158 37.576	91,951 44.207	105,744 50.838
Jail Administrator	702	76,266 36.666	89,725 43.137	103,184 49.608
Accounting & Tax Manager	677	74,213 35.679	87,309 41.975	100,405 48.272
Assistant Engineer	634	70,673 33.977	83,145 39.974	95,617 45.970
Attorney II	611	68,792 33.073	80,932 38.910	93,072 44.746
Financial Management Supervisor	611	68,792 33.073	80,932 38.910	93,072 44.746
Planning & Development Director	608	68,541 32.952	80,636 38.767	92,731 44.582
Budget Manager	597	67,634 32.516	79,569 38.254	91,504 43.992
Deputy Health Director	571	65,498 31.489	77,056 37.046	88,614 42.603
Juvenile Detention Center Director	571	65,498 31.489	77,056 37.046	88,614 42.603
GIS Coordinator	556	64,272 30.900	75,614 36.353	86,956 41.806
Operations Manager - Auditor	556	64,272 30.900	75,614 36.353	86,956 41.806
Operations Manager - Treasurer	556	64,272 30.900	75,614 36.353	86,956 41.806

SCOTT COUNTY SALARY RATE TABLE FOR FY 2013-2014
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	62,949 30.264	74,058 35.605	85,167 40.946
Deputy Director - Conservation	540	62,949 30.264	74,058 35.605	85,167 40.946
Sheriff's Captain	540	62,949 30.264	74,058 35.605	85,167 40.946
Network Infrastructure Supervisor	519	61,224 29.435	72,028 34.629	82,832 39.823
Office Administrator - County Attorney	511	60,564 29.117	71,252 34.256	81,940 39.394
Senior Programmer Analyst	511	60,564 29.117	71,252 34.256	81,940 39.394
Risk Manager	505	60,081 28.885	70,683 33.982	81,285 39.079
Sheriff's Lieutenant	505	60,081 28.885	70,683 33.982	81,285 39.079
Clinical Services Coordinator	470	57,203 27.501	67,298 32.355	77,393 37.208
Park Manager	470	57,203 27.501	67,298 32.355	77,393 37.208
Attorney I	464	56,709 27.264	66,716 32.075	76,723 36.886
Golf Course Superintendent	462	56,534 27.180	66,511 31.976	76,488 36.773
Golf Course Pro/Manager	462	56,534 27.180	66,511 31.976	76,488 36.773
Correctional Health Coordinator	455	55,974 26.911	65,852 31.660	75,730 36.409
Webmaster	455	55,974 26.911	65,852 31.660	75,730 36.409
Programmer/Analyst II	445	55,145 26.512	64,876 31.190	74,607 35.869
Case Aide Supervisor	430	53,910 25.918	63,424 30.492	72,938 35.066
Mental Health Coordinator	430	53,910 25.918	63,424 30.492	72,938 35.066
Secondary Roads Superintendent	430	53,910 25.918	63,424 30.492	72,938 35.066

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2013-2014
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	52,843 25.405	62,168 29.888	71,493 34.372
Environmental Health Coordinator	417	52,843 25.405	62,168 29.888	71,493 34.372
Operations Manager - FSS	417	52,843 25.405	62,168 29.888	71,493 34.372
Operations Manager - Recorder	417	52,843 25.405	62,168 29.888	71,493 34.372
Public Health Services Coordinator	417	52,843 25.405	62,168 29.888	71,493 34.372
Corrections Lieutenant	406	51,944 24.973	61,111 29.380	70,278 33.788
Network Systems Administrator	406	51,944 24.973	61,111 29.380	70,278 33.788
Clinical Services Specialist	397	51,204 24.617	60,240 28.962	69,276 33.306
County General Store Manager	382	49,971 24.025	58,789 28.264	67,607 32.503
Programmer/Analyst I	382	49,971 24.025	58,789 28.264	67,607 32.503
Naturalist/Director	382	49,971 24.025	58,789 28.264	67,607 32.503
Public Health Nurse	366	48,657 23.393	57,244 27.521	65,831 31.650
Community Health Consultant	355	47,755 22.959	56,182 27.011	64,609 31.062
Community Health Intervention Specialist	355	47,755 22.959	56,182 27.011	64,609 31.062
Environmental Health Specialist	355	47,755 22.959	56,182 27.011	64,609 31.062
Corrections Sergeant	332	45,859 22.048	53,952 25.938	62,045 29.829
Food Service Supervisor	332	45,859 22.048	53,952 25.938	62,045 29.829
Motor Vehicle Supervisor	332	45,859 22.048	53,952 25.938	62,045 29.829
Tax Accounting Specialist	332	45,859 22.048	53,952 25.938	62,045 29.829

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2013-2014
GROUP: A NON-REPRESENTED**

<u>Position Title</u>	<u>Hay Points</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Case Expeditor	323	45,120 21.692	53,082 25.520	61,044 29.348
Child Health Consultant	323	45,120 21.692	53,082 25.520	61,044 29.348
GIS Analyst	323	45,120 21.692	53,082 25.520	61,044 29.348
Human Resources Generalist	323	45,120 21.692	53,082 25.520	61,044 29.348
Program Services Coordinator	323	45,120 21.692	53,082 25.520	61,044 29.348
Shift Supervisor - Juvenile Detention	323	45,120 21.692	53,082 25.520	61,044 29.348
Office Administrator - Sheriff	316	44,546 21.416	52,407 25.196	60,268 28.975
Paralegal - Audio-Visual Production Specialist	316	44,546 21.416	52,407 25.196	60,268 28.975
Engineering Aide II	300	43,228 20.783	50,857 24.450	58,486 28.118
Maintenance Coordinator	300	43,228 20.783	50,857 24.450	58,486 28.118
Administrative Assistant	298	43,062 20.703	50,661 24.356	58,260 28.010
Veteran's Affairs Director/Case Aide	298	43,062 20.703	50,661 24.356	58,260 28.010
Elections Supervisor	291	42,492 20.429	49,991 24.034	57,490 27.639
Classification Specialist	289	42,332 20.352	49,802 23.943	57,272 27.535
Executive Secretary / Paralegal	282	41,757 20.075	49,126 23.618	56,495 27.161
Paralegal	282	41,757 20.075	49,126 23.618	56,495 27.161
Community Dental Consultant	271	40,851 19.640	48,060 23.106	55,269 26.572
Naturalist	271	40,851 19.640	48,060 23.106	55,269 26.572

SCOTT COUNTY SALARY RATE TABLE FOR FY 2013-2014
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	40,851 19.640	48,060 23.106	55,269 26.572
GIS Maintenance Tech	268	40,602 19.520	47,767 22.965	54,932 26.410
Bailiff Sergeant	262	40,113 19.285	47,192 22.688	54,271 26.092
Park Ranger	262	40,113 19.285	47,192 22.688	54,271 26.092
Administrative Assistant - Conservation	252	39,290 18.889	46,223 22.223	53,156 25.556
Administrative Office Assistant - Health	252	39,290 18.889	46,223 22.223	53,156 25.556
Payroll Specialist	252	39,290 18.889	46,223 22.223	53,156 25.556
Planning & Development Specialist	252	39,290 18.889	46,223 22.223	53,156 25.556
Purchasing Specialist	252	39,290 18.889	46,223 22.223	53,156 25.556
Detention Youth Counselor	238	38,142 18.338	44,873 21.574	51,604 24.810
Shop Supervisor (see Note 1)	233	48,607	57,185	65,763
Note 1: Salary for this position adjusted to meet prevailing market rates - July 1976		23.369	27.493	31.617
Administrative Assistant - Engineer	230	37,481 18.020	44,095 21.200	50,709 24.379
Public Health Nurse - LPN	230	37,481 18.020	44,095 21.200	50,709 24.379
Assistant Golf Course Superintendent	220	36,662 17.626	43,132 20.737	49,602 23.847
Park Crew Leader	220	36,662 17.626	43,132 20.737	49,602 23.847
Senior Accounting Clerk - Sheriff/Jail	220	36,662 17.626	43,132 20.737	49,602 23.847
Medical Assistant	209	35,757 17.191	42,067 20.225	48,377 23.258

**SCOTT COUNTY SALARY RATE TABLE FOR FY 2013-2014
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	34,935 16.796	41,100 19.760	47,265 22.724
Alternative Sentencing Coordinator	198	34,851 16.755	41,001 19.712	47,151 22.669
Benefits Coordinator	198	34,851 16.755	41,001 19.712	47,151 22.669
Custodial Coordinator	198	34,851 16.755	41,001 19.712	47,151 22.669
Medical Lab Technician - Health	198	34,851 16.755	41,001 19.712	47,151 22.669
Senior Clerk - Sheriff/Jail	198	34,851 16.755	41,001 19.712	47,151 22.669
Equipment Specialist - Conservation	187	33,946 16.320	39,937 19.200	45,928 22.081
Desktop Support Technician	187	33,946 16.320	39,937 19.200	45,928 22.081
Park Maintenance Technician	187	33,946 16.320	39,937 19.200	45,928 22.081
Pioneer Village Site Coordinator	187	33,946 16.320	39,937 19.200	45,928 22.081
Turf Equipment Specialist	187	33,946 16.320	39,937 19.200	45,928 22.081
Inmate Services Clerk	177	33,129 15.927	38,975 18.738	44,821 21.549
Official Records Clerk	177	33,129 15.927	38,975 18.738	44,821 21.549
Senior Clerk	177	33,129 15.927	38,975 18.738	44,821 21.549
Clerk III	162	31,895 15.334	37,523 18.040	43,151 20.746
Golf Course Maintenance Technician	162	31,895 15.334	37,523 18.040	43,151 20.746
Resource Specialist - Health	162	31,895 15.334	37,523 18.040	43,151 20.746
Clerk II	141	30,169 14.504	35,493 17.064	40,817 19.624
Resource Assistant - Health	141	30,169 14.504	35,493 17.064	40,817 19.624
Cody Homestead Site Coordinator	99	26,744 12.858	31,464 15.127	36,184 17.396
Garage Caretaker	99	26,744 12.858	31,464 15.127	36,184 17.396

SCOTT COUNTY SALARY RATE TABLE FOR FY 2013-2014
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	44,554 21.42	46,550 22.38	48,485 23.31	50,565 24.31	51,958 24.98	52,104 25.05	52,770 25.37	53,310 25.63
Sign Crew Leader	199	42,890 20.62	44,845 21.56	46,717 22.46	48,672 23.40	50,024 24.05	50,170 24.12	50,773 24.41	51,314 24.67
Heavy Equipmt Operator II	187	41,579 19.99	43,347 20.84	45,261 21.76	47,070 22.63	48,402 23.27	48,568 23.35	49,192 23.65	49,754 23.92
Mechanic	187	41,579 19.99	43,347 20.84	45,261 21.76	47,070 22.63	48,402 23.27	48,568 23.35	49,192 23.65	49,754 23.92
Shop Control Clerk	187	32,947 15.84	34,445 16.56	35,818 17.22	37,128 17.85	38,293 18.41	38,376 18.45	38,917 18.71	39,458 18.97
Heavy Equipmt Operator III	174	39,978 19.22	41,746 20.07	43,514 20.92	45,240 21.75	46,571 22.39	46,654 22.43	47,299 22.74	47,819 22.99
Sign Crew Technician	174	39,978 19.22	41,746 20.07	43,514 20.92	45,240 21.75	46,571 22.39	46,654 22.43	47,299 22.74	47,819 22.99
Truck Crew Coordinator	163	38,750 18.63	40,518 19.48	42,120 20.25	43,784 21.05	45,053 21.66	45,136 21.70	45,781 22.01	46,342 22.28
Truck Driver/Laborer	153	37,627 18.09	39,312 18.90	40,851 19.64	42,432 20.40	43,763 21.04	43,909 21.11	44,450 21.37	45,011 21.64

SCOTT COUNTY SALARY RATE TABLE FOR FY 2013-2014
GROUP: C AFSCME UNIT

<u>Position Title</u>		<u>Step 1</u> <u>Entry</u>	<u>Step 2</u> <u>6 mos.</u>	<u>Step 3</u> <u>12 mos.</u>	<u>Step 4</u> <u>18 mos.</u>	<u>Step 5</u> <u>24 mos.</u>	<u>Step 6</u> <u>7 yrs.</u>	<u>Step 7</u> <u>10 yrs.</u>	<u>Step 8</u> <u>15 yrs.</u>	<u>Step 9</u> <u>20 yrs.</u>
Building Insp	314	41,080 19.75	42,848 20.60	44,574 21.43	46,301 22.26	47,736 22.95	49,670 23.88	51,168 24.60	52,686 25.33	54,267 26.09
Maint Electronic Systems Tech	268	37,752 18.15	39,437 18.96	40,768 19.60	42,557 20.46	43,846 21.08	45,573 21.91	46,966 22.58	48,360 23.25	49,837 23.96
Maint Spec	268	37,752 18.15	39,437 18.96	40,768 19.60	42,557 20.46	43,846 21.08	45,573 21.91	46,966 22.58	48,360 23.25	49,837 23.96
Case Aide	252	36,608 17.60	38,189 18.36	39,770 19.12	41,267 19.84	42,557 20.46	44,325 21.31	45,635 21.94	47,008 22.60	48,381 23.26
Accts Payable Spec	252	36,608 17.60	38,189 18.36	39,770 19.12	41,267 19.84	42,557 20.46	44,325 21.31	45,635 21.94	47,008 22.60	48,381 23.26
Fine Collection Coord	223	34,237 16.46	35,381 17.01	37,294 17.93	38,792 18.65	40,019 19.24	41,725 20.06	42,994 20.67	44,304 21.30	45,573 21.91
Victim/Witness Coord	223	34,237 16.46	35,381 17.01	37,294 17.93	38,792 18.65	40,019 19.24	41,725 20.06	42,994 20.67	44,304 21.30	45,573 21.91
Admin Assistant - Juvenile Court	214	33,613 16.16	35,027 16.84	36,587 17.59	38,043 18.29	39,291 18.89	40,851 19.64	42,037 20.21	43,264 20.80	44,658 21.47
Intake Coordinator	214	33,613 16.16	35,027 16.84	36,587 17.59	38,043 18.29	39,291 18.89	40,851 19.64	42,037 20.21	43,264 20.8	44,658 21.47
Legal Secretary - Civil	194	32,573 15.66	33,883 16.29	35,173 16.91	36,525 17.56	37,606 18.08	39,229 18.86	40,414 19.43	41,621 20.01	42,890 20.62
Cashier	191	31,970 15.37	33,322 16.02	34,798 16.73	36,213 17.41	37,398 17.98	38,896 18.70	40,082 19.27	41,267 19.84	42,494 20.43
Real Est Spec	191	31,970 15.37	33,322 16.02	34,798 16.73	36,213 17.41	37,398 17.98	38,896 18.70	40,082 19.27	41,267 19.84	42,494 20.43
Senior Acct. Clerk	191	31,970 15.37	33,322 16.02	34,798 16.73	36,213 17.41	37,398 17.98	38,896 18.70	40,082 19.27	41,267 19.84	42,494 20.43
Vital Records Spec	191	31,970 15.37	33,322 16.02	34,798 16.73	36,213 17.41	37,398 17.98	38,896 18.70	40,082 19.27	41,267 19.84	42,494 20.43
Senior Clerk - Elections	191	31,970 15.37	33,322 16.02	34,798 16.73	36,213 17.41	37,398 17.98	38,896 18.70	40,082 19.27	41,267 19.84	42,494 20.43
Senior Clerk - Victim Witness	191	31,970 15.37	33,322 16.02	34,798 16.73	36,213 17.41	37,398 17.98	38,896 18.70	40,082 19.27	41,267 19.84	42,494 20.43
Maintenance Worker	182	31,907 15.34	32,989 15.86	34,050 16.37	35,526 17.08	36,608 17.60	38,126 18.33	39,270 18.88	40,435 19.44	41,662 20.03
Senior Clerk	177	31,346 15.07	32,594 15.67	33,883 16.29	35,069 16.86	36,254 17.43	37,648 18.10	38,792 18.65	39,998 19.23	41,163 19.79
Platroom Specialist	177	31,346 15.07	32,594 15.67	33,883 16.29	35,069 16.86	36,254 17.43	37,648 18.10	38,792 18.65	39,998 19.23	41,163 19.79
Legal Secretary	177	31,346 15.07	32,594 15.67	33,883 16.29	35,069 16.86	36,254 17.43	37,648 18.10	38,792 18.65	39,998 19.23	41,163 19.79

SCOTT COUNTY SALARY RATE TABLE FOR FY 2013-2014
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	31,346 15.07	32,594 15.67	33,883 16.29	35,069 16.86	36,254 17.43	37,648 18.10	38,792 18.65	39,998 19.23	41,163 19.79
Clerk III	162	30,285 14.56	31,491 15.14	32,635 15.69	33,925 16.31	34,965 16.81	36,358 17.48	37,440 18.00	38,605 18.56	39,770 19.12
Lead Cust Worker	162	30,285 14.56	31,491 15.14	32,635 15.69	33,925 16.31	34,965 16.81	36,358 17.48	37,440 18.00	38,605 18.56	39,770 19.12
Data Clerk /Receptionist County Attorney	151	29,536 14.20	30,742 14.78	31,886 15.33	33,072 15.90	34,050 16.37	35,443 17.04	36,483 17.54	37,565 18.06	38,688 18.60
Multi-Service Clerk	151		30,742 14.78	31,886 15.33	33,072 15.90	34,050 16.37	35,443 17.04	36,483 17.54	37,565 18.06	38,688 18.60
Clerk II	141	28,725 13.81	29,973 14.41	31,054 14.93	32,261 15.51	33,114 15.92	34,486 16.58	35,526 17.08	36,566 17.58	37,648 18.10
Maint General Laborer	141	28,725 13.81	29,973 14.41	31,054 14.93	32,261 15.51	33,114 15.92	34,486 16.58	35,526 17.08	36,566 17.58	37,648 18.10
Custodial Worker	130	28,038 13.48	29,016 13.95	30,077 14.46	31,200 15.00	32,178 15.47	33,987 16.34	34,965 16.81	36,026 17.32	37,128 17.85

SCOTT COUNTY SALARY RATE TABLE FOR FY 2013-2014
GROUP: E DEPUTY SHERIFF UNIT

<u>Position Title</u>	<u>Hay Points</u>	<u>Step 1 Start</u>	<u>Step 2 1 year</u>	<u>Step 3 2 years</u>	<u>Step 4 3 years</u>	<u>Step 5 4 years</u>	<u>Step 6 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	65,458 31.47	67,475 32.44		68,806 33.08			69,493 33.41	70,179 33.74			
Deputy	329	47,195 22.69	49,338 23.72	51,314 24.67	53,851 25.89	56,285 27.06	57,366 27.58	58,531 28.14	59,654 28.68	60,299 28.99	60,902 29.28	61,547 29.59

SCOTT COUNTY SALARY RATE TABLE FOR FY 2013-2014
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		40,206 19.33	42,078 20.23	46,218 22.22	47,403 22.79	48,464 23.30	49,150 23.63	49,899 23.99
Corr Ofcr Trainee	199	35,318 16.98	35,922 17.27							
Jail Custodian/ Correction Officer	176	29,723 14.29	30,638 14.73	31,242 15.02	32,635 15.69	35,714 17.17	36,670 17.63	37,378 17.97	38,771 18.64	39,354 18.92
Cook	176	29,723 14.29		31,242 15.02	32,635 15.69	35,714 17.17	36,670 17.63	37,378 17.97	38,771 18.64	39,354 18.92

SCOTT COUNTY SALARY RATE TABLE FOR FY 2013-2014
GROUP: J BAILIFFS UNIT

<u>Position Title</u>	<u>Hay Points</u>	<u>Step 1 Start</u>	<u>Step 2 6 mos.</u>	<u>Step 3 1 year</u>	<u>Step 4 3 years</u>	<u>Step 5 5 years</u>	<u>Step 6 7 years</u>	<u>Step 7 10 years</u>	<u>Step 8 12 years</u>	<u>Step 9 15 years</u>
Associate/District Court Bailiff	220	36670 17.63	38501 18.51	40,414 19.43	41,829 20.11	43,306 20.82	44,803 21.54	46,384 22.30	48,006 23.08	49,691 23.89

SCOTT COUNTY SALARY RATE TABLE FOR FY 2013-2014
GROUP: X ELECTED OFFICIALS

<u>ELECTED OFFICIAL</u>	<u>ANNUAL SALARY</u>
Attorney	138,700
Auditor	80,100
Recorder	80,100
Sheriff	103,500
Treasurer	80,100
Chair, Board of Supervisors	43,100
Board Member, Board of Supervisors	40,100

SCOTT COUNTY SALARY RATE TABLE FOR FY 2013-2014
GROUP: Y DEPUTY OFFICE HOLDERS

<u>POSITION TITLE</u>	<u>ANNUAL SALARY</u>
First Assistant Attorney	117,895
Deputy Auditor - Tax	68,085
Second Deputy Recorder	68,085
Chief Deputy Sheriff	87,975

SCOTT COUNTY SALARY RATE TABLE FOR FY 2013-2014
GROUP: Z TEMPORARY AND PART-TIME STAFF

<u>POSITION</u>	<u>RATE</u>
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
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
Health Services Professional Immunization Clinic/Jail Health	
LPN	\$19.15/hour
RN/EMT-P	\$22.59/hour
Election Officials	\$7.92/hour
Election Chairpersons	\$8.71/hour
Election Clerk	\$13.33/hour

CONSERVATION: *

Glynns Creek:

Seasonal part-time Golf Managers	
Food Service	\$8.75 - \$10.00/hour
Pro Shop	\$9.75 - \$12.00/hour
Seasonal Golf Pro Shop Personnel	\$7.50 - \$11.25/hour
Golf Course Rangers, Starters, Cart Persons	\$7.50 - \$9.50/hour
Concession Stand Workers	\$7.50 - \$9.75/hour
Groundskeepers	\$7.50 - \$10.75/hour

Scott County & West Lake Parks:

Beach Manager	\$11.25 - \$15.75/hour
Pool Manager	\$11.25 - \$15.75/hour
Assistant Beach/Pool Managers	\$9.00 - \$11.25/hour
Water Safety Instructors	\$8.00 - \$9.50/hour

SCOTT COUNTY SALARY RATE TABLE FOR FY 2013-2014
GROUP: Z TEMPORARY AND PART-TIME STAFF

<u>POSITION</u>	<u>RATE</u>
Pool/Beach Lifeguards	\$7.50 - \$8.75/hour
Pool/Beach/Boathouse - Concession Workers	\$7.50 - \$8.50/hour
Park Attendant	\$7.50 - \$11.00/hour
Maintenance	\$7.50 - \$9.75/hour
Skilled Maintenance	\$9.00 - \$11.25/hour
Park Patrol (non-certified)	\$12.00 - \$16.25/hour
(certified)	\$15.00 - \$16.50/hour
Pioneer Village:	
Day Camp Counselors	\$7.50 - \$9.50/hour
Apothecary Shop Concession Workers	\$7.50 - \$9.50/hour
Maintenance / Resident Caretaker	\$9.00 - \$11.25/hour
Wapsi Center:	
Assistant Naturalist	\$10.00 - \$12.50/hour
Program Assistant	\$7.50 - \$9.25/hour
Maintenance / Resident Caretaker	\$9.00 - \$11.25/hour
Cody Homestead:	
Attendants/Concession Workers	\$7.50 - \$11.00/hour

* Set by Scott County Conservation Board

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 BFO budgeting requirements.

Balance Sheet: A financial statement that discloses the assets, liabilities, reserves and balances of a specific governmental fund as of a specific date.

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

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

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

Budget Amendment: A legal procedure utilized by the Board of Supervisors to revise a budgeted service area appropriation. The Code of Iowa also requires Board approval through the adoption of a resolution for any interdepartmental or inter-fund adjustments or for any transfer within a department from one sub-object level total to another. County staff has the prerogative to adjust expenditures within sub-object level totals of a departmental budget.

Budget Calendar: The schedule of key dates or events which County departments and authorized agencies follow in the preparation, adoption, and administration of the budget.

Budget Document: The instrument used by the budget-making authority to present a comprehensive financial program to the Board of Supervisors.

Budgeting For Outcomes: A budgeting process that identifies the results citizens want to achieve and focuses on outcomes or future conditions the government wants to achieve through identified services levels.

Budgeted Funds: Funds that are planned for certain uses but have not been formally or legally appropriated by the legislative body. The budget document that is submitted for Board approval is composed of budgeted funds.

Budget Message: The opening section of the budget from the Chairman of the Board of Supervisors which provides the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the identified target issues of the Board of Supervisors.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Capital Expenditure: Expenditures that are usually construction projects designed to improve the value of the government assets. Examples of capital expenditures include new roads, buildings, recreational facilities and large scale remodeling. Also included are capital equipment purchases such as vehicles, furniture, machinery, building improvements, microcomputers and special tools, which are usually distinguished from operating items according to their value and projected useful life. One-time agency funding and special consultant studies are also included in the County's definition of capital expenditures.

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

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

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

Core Service: A core service is a service that has a state or federal mandate, immediate or near term effect on public safety or health, loss of activity has a long term and catastrophic effect on public, beneficial effect on daily lives of a significant segment of population and is not core service of any other entity, provides revenue through a direct function that is in excess of total costs, provides direct support or critical indirect support for core service

Current Taxes: Taxes that are levied and due within one year.

Debt Services: The County's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

Delinquent Taxes: Taxes that remain unpaid on and after the date on which a penalty for non-payment is attached.

Department: A major administrative division of the County which indicates overall management responsibility for an operation or a group of related operations as defined by Iowa law or by County ordinance.

Depreciation: The process of estimating and recording the lost usefulness, expired useful life or diminution

of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

Disbursement: Payment for goods and services in cash or by check.

Enterprise Fund: A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to insure that revenues are adequate to meet all necessary expenditures. An enterprise fund in Scott County was established for the golf course that opened at the start of FY 1991-92.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year. The amount of revenue appropriated is the amount approved by the Board of Supervisors.

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

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

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

Fixed Assets: Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

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

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

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

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

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

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

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

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

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

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

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

HCBS: Home and community based mental health mental retardation services

Interfund Transfers: Amounts transferred from one fund to another.

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

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

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

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

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

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

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

MH-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.

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

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

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

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

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

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

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

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

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

Semi-Core Service: A service that has the potential and beneficial effect on public safety or health, but the loss of the activity would not have catastrophic effect, portion of core service that exceeds a state or federal mandate, has beneficial effect on the daily lives of a significant segment of population but is the core service of another entity, provides revenue through a direct function that funds most but not all of its costs and that is not generated or collected by another entity, provides direct support for a semi-core service or indirect support for a core service.

Service Enhancement - A service that does not fit in either core service or semi-core service definition, these services were created in the interest of the residents of the county, to enhance their quality of life, these services are not provided for by state or federal mandates.

Source of Revenue: Revenues are classified according to their source or point of origin.

Special Revenue Fund: A fund utilized to account for revenues derived from specific sources which are usually required by law or regulation to be accounted for as separate funds.

T19: Title nineteen services. Also referred to as Title XIX. Federal funding assistance for eligible recipients.

Voucher: A claim document indicating that a transaction has occurred. It usually contains the accounts related to the transaction.