

Greene County, Missouri

2015-2018
High Involvement Planning

Preliminary Draft
(General Fund Only)

May 16, 2014

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Revenue Summary

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>TOTAL</u>
REVENUE						
Sales Tax	\$ 11,672,000	\$ 175,080	\$ 350,160	\$ 525,240	\$ 700,320	\$ 13,422,800
Property Taxes	6,872,600	(437,900)	148,700	(380,700)	205,800	6,408,500
Other Taxes	740,000					740,000
Sheriff Fees	6,790,250	130,000	130,000	130,000	130,000	7,310,250
Collector's Comm.	2,952,000					2,952,000
Recorder Fees	1,333,000					1,333,000
Bldg & Planning	494,820	21,250	21,250	21,250	21,250	579,820
Pub. Admin Fees*	260,000	40,000	60,000	60,000	80,000	500,000
Other Fees	860,724	11,600	23,200	34,800	46,400	976,724
Grants	2,698,734	75,150	60,190	60,190	60,190	2,954,454
Interest	200,717		10,000	20,000	30,000	260,717
Other Revenue	382,541	47,400	48,500	49,700	50,900	579,041
Subtotals	\$ 35,257,386	\$ 62,580	\$ 852,000	\$ 520,480	\$ 1,324,860	\$ 38,017,306

Expenditure Summary

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>TOTAL</u>
EXPENSES						
Circuit Court	\$ 1,216,328	\$ 162,143	\$ 145,858	\$ 147,144	\$ 148,607	\$ 1,820,080
Circuit Clerk	24,000	13,000	17,100	3,200	9,500	66,800
Juvenile Court	3,131,162	8,565	8,565	8,565	8,565	3,165,422
Juvenile Detention	650,042	49,653	49,653	49,653	49,653	848,654
Juvenile Grants	476,755	-	-	-	-	476,755
Prosecuting Atty	1,985,137	1,373,471	1,443,371	1,332,031	1,362,127	7,496,137
Pros Atty IV-D	947,845	-	-	-	-	947,845
Sheriff	4,506,387	5,474,195	5,595,369	5,727,415	5,869,220	27,172,586
HIDTA	76,655	-	-	-	-	76,655
Jail	6,007,253	887,944	900,462	913,894	928,334	9,637,887
Auditor	317,239	194,809	45,806	46,872	48,015	652,741
Collector	542,967	125,742	127,718	129,765	131,938	1,058,130
County Clerk	253,920	39,567	40,551	41,605	45,736	421,379
Voter Registration	663,613	(554,350)	417,810	(411,225)	187,405	303,253
Archives	164,757	-	-	700	4,000	169,457
Public Administrator	388,158	6,600	1,500	42,600	2,700	441,558
Recorder	355,041	-	-	-	-	355,041
Treasurer	173,355	400	600	600	600	175,555
County Commission	385,208	71,300	77,300	86,300	87,300	707,408
Budget Office	156,648	47,681	47,187	48,264	49,418	349,198
Human Resources	165,025	43,497	96,615	129,168	180,413	614,718
Purchasing	130,776	39,956	40,930	41,974	43,096	296,732
General Services	202,559	-	6,000	-	-	208,559
Pretrial	151,905	35,000	10,000	15,000	15,000	226,905
Medical Examiner	389,823	12,635	12,984	14,343	14,714	444,499
Information Systems	2,005,048	339,667	481,009	423,070	422,556	3,671,350
Emergency Management	636,631	57,651	58,577	77,573	60,647	891,079
Pre-Disaster	48,124	34,899	19,942	19,942	19,942	142,849
County Administrator	49,082	14,591	14,591	45,473	99,656	223,392
Building Operations	993,328	794,300	539,557	489,162	431,122	3,247,469
Resource Management	804,969	199,567	551,698	666,015	807,756	3,030,005
Vehicle Services	633,400	-	-	-	-	633,400
Health Department	690,222	407,940	407,940	407,940	407,940	2,321,982
County Operations	1,545,273	(11,323)	32,287	(9,776)	33,103	1,589,564
Contracts	100,950	(59,450)	(100,950)	(100,950)	(100,950)	(261,350)
Transfers - Debt Service	1,153,515	161,560	1,271,590	1,292,873	1,302,122	5,181,660
Transfers -LEST I	1,535,604	165,140	(767,789)	(824,809)	(882,555)	(774,409)
Contingency	1,043,000	-	-	-	-	
Subtotal	\$ 34,701,704	\$ 10,136,349	\$ 11,593,831	\$ 10,854,381	\$ 11,787,680	\$ 78,030,945

Statutory and Contractual Obligations

Statutory Obligations

<u>Department</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Circuit Court	\$ 96,343	\$ 83,458	\$ 84,844	\$ 86,307
Collector	3,100	4,150	5,200	6,300
Voter Registration	(488,130)	417,810	(345,005)	187,405
Public Administrator	-	-	40,000	-
Resource Management	-	3,600	3,600	3,600
Total	\$ (388,687)	\$ 509,018	\$ (211,361)	\$ 283,612

Contractual Obligations

<u>Department</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Human Resources	\$ 350	\$ 350	\$ 350	\$ 350
Medical Examiner	12,635	12,984	14,343	14,714
Information Systems	-	-	45,000	-
Emergency Management	57,651	58,577	77,573	60,647
Pre-Disaster	34,899	19,942	19,942	19,942
Health Department	407,940	407,940	407,940	407,940
County Operations	(28,404)	21,644	(28,307)	11,744
Contracts	(59,450)	(100,950)	(100,950)	(100,950)
Transfers - Debt Service	161,560	1,271,590	1,292,873	1,302,122
Transfers -LEST I	165,140	(767,789)	(824,809)	(882,555)
Total	\$ 752,321	\$ 924,288	\$ 903,955	\$ 833,954

Sustainability Needs

<u>Department</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Circuit Court	\$ 65,800	\$ 62,400	\$ 62,300	\$ 62,300
Circuit Clerk	13,000	17,100	3,200	9,500
Juvenile Court	8,565	8,565	8,565	8,565
Juvenile Detention	49,653	49,653	49,653	49,653
Prosecuting Atty	1,373,471	1,443,371	1,332,031	1,362,127
Sheriff	5,474,195	5,595,369	5,727,415	5,869,220
Jail	887,944	900,462	913,894	928,334
Auditor	194,809	45,806	46,872	48,015
Collector	122,642	123,568	124,565	125,638
County Clerk	39,567	40,551	41,605	45,736
Voter Registration	(66,220)	-	(66,220)	-
Archives	-	-	700	4,000
Public Administrator	6,900	1,500	2,600	2,700
Treasurer	400	600	600	600
County Commission	71,300	77,300	86,300	87,300
Budget Office	47,681	47,187	48,264	49,418
Human Resources	43,147	96,265	128,818	180,063
Purchasing	39,956	40,930	41,974	43,096
General Services	-	6,000	-	-
Pretrial	35,000	10,000	15,000	15,000
Information Systems	339,667	541,009	438,070	422,556
County Administrator	14,591	14,591	45,473	99,656
Building Operations	794,300	539,557	489,162	431,122
Resource Management	199,567	548,098	662,415	804,156
County Operations	6,085	(1,123)	5,941	7,888
TOTAL	<u>\$9,762,020</u>	<u>\$ 10,208,759</u>	<u>\$ 10,209,197</u>	<u>\$ 10,656,643</u>

Personnel Requests

<u>Department</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Circuit Court	78,143	79,458	80,844	82,307
Juvenile Court	8,565	8,565	8,565	8,565
Juvenile Detention	49,653	49,653	49,653	49,653
Prosecuting Atty	\$ 1,199,506	\$ 1,225,906	\$ 1,254,066	\$ 1,284,162
Sheriff	4,922,695	5,045,869	5,177,915	5,319,720
Jail	486,944	499,462	512,894	527,334
Auditor	41,809	42,806	43,872	45,015
Collector	122,642	123,568	124,565	125,638
County Clerk	39,567	40,551	41,605	42,736
Voter Registration	(167,795)	36,800	(167,795)	20,700
Public Administrator	-	-	40,000	-
Budget Office	42,181	43,187	44,264	45,418
Human Resources	37,147	88,165	125,018	172,763
Purchasing	38,456	39,430	40,474	41,596
Information Systems	168,667	236,009	306,070	312,556
Emergency Management	57,651	58,577	59,573	60,647
County Administrator	14,591	14,591	45,473	99,656
Building Operations	124,800	166,557	210,662	217,122
Resource Management	39,567	349,098	448,415	601,656
County Operations	(20,000)	(20,000)	(20,000)	(20,000)
Total	<u>\$ 7,284,789</u>	<u>\$ 8,128,252</u>	<u>\$ 8,426,133</u>	<u>\$ 9,037,244</u>

Supplies and Services Requests

<u>Department</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Circuit Court	\$ 2,800	\$ 2,800	\$ 3,300	\$ 3,300
Circuit Clerk	1,000	2,100	3,200	4,500
Prosecuting Atty	62,840	62,840	50,340	50,340
Sheriff	24,500	24,500	24,500	24,500
Jail	218,500	218,500	218,500	218,500
Auditor	3,000	3,000	3,000	3,000
Collector	3,100	4,150	5,200	6,300
Voter Registration	(386,555)	94,760	(386,555)	23,580
Public Administrator	1,400	1,500	2,600	2,700
Treasurer	400	600	600	600
County Commission	71,300	77,300	82,300	87,300
Budget Office	2,500	4,000	4,000	4,000
Human Resources	6,350	4,150	4,150	7,650
Purchasing	1,500	1,500	1,500	1,500
Pretrial	10,000	10,000	15,000	15,000
Medical Examiner	12,635	12,984	14,343	14,714
Information Systems	96,000	-	45,000	60,000
Emergency Management	-	-	18,000	-
Pre-Disaster	34,899	19,942	19,942	19,942
Building Operations	11,500	2,000	2,500	3,000
Resource Management	157,000	160,600	182,100	199,600
Health Department	407,940	407,940	407,940	407,940
County Operations	8,677	52,287	10,224	53,103
Contracts	(59,450)	(100,950)	(100,950)	(100,950)
Transfers - Debt Service	161,560	1,271,590	1,292,873	1,302,122
Transfers -LEST I	165,140	(767,789)	(824,809)	(882,555)
TOTAL	<u>\$1,018,536</u>	<u>\$ 1,570,304</u>	<u>\$ 1,098,798</u>	<u>\$ 1,529,686</u>

Capital and Facility and Maintenance Requests

Capital Requests

<u>Department</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Circuit Court	\$ 61,700	\$ 59,600	\$ 59,000	\$ 59,000
Circuit Clerk	12,000	15,000	-	5,000
Prosecuting Atty	83,500	127,000	-	-
Sheriff	527,000	525,000	525,000	525,000
Jail	182,500	182,500	182,500	182,500
Auditor	150,000	-	-	-
County Clerk	-	-	-	3,000
Voter Registration	-	286,250	143,125	143,125
Archives	-	-	700	4,000
Public Adminstrator	5,500	-	-	-
County Commission	-	-	4,000	-
Budget Office	3,000	-	-	-
Human Resources	-	4,300	-	-
General Services	-	6,000	-	-
Pretrial	25,000	-	-	-
Information Systems	45,000	245,000	72,000	50,000
Building Operations	123,000	-	-	-
Resource Management	3,000	42,000	35,500	6,500
TOTAL	\$ 1,221,200	\$ 1,492,650	\$ 1,021,825	\$ 978,125

Facility and Maintenance Requests

<u>Department</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Circuit Court	\$ 19,500	\$ 4,000	\$ 4,000	\$ 4,000
Prosecuting Atty	27,625	27,625	27,625	27,625
Information Systems	30,000	-	-	-
Building Operations	535,000	371,000	276,000	211,000
TOTAL	\$ 612,125	\$ 402,625	\$ 307,625	\$ 242,625

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Department

Summaries

Circuit Court/Circuit Clerk

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$1,074,720	\$1,216,328	\$175,143	\$162,958	\$150,344	\$158,107

2015 Summary of Needs

Personnel

Description of Need – *The State funding of a new judge in 2014, plus the possibility of 2 new judges being funded by the State Legislature in mid-2015 necessitates the need for 1 – 2 new full-time bailiffs in 2015 with potential start dates of September 2014.*

- Bailiffs (2) – \$78,143

Supplies/Services

Description of Need – *Circuit Clerk has been paying for office supplies with interest money, which has decreased significantly in recent years. It is anticipated that funding from the General Fund will be needed to provide for more office supplies. Additionally, the **Drug Court** anticipates an increasing number of participants from 800 to 1000, resulting in increased program costs for 3-ring binders. Finally, the **Circuit Court** has expanded its computer usage as well as increased its court staff by 12 FTE's (Full-time Equivalents) since 2008 to a total of 83 FTE's. The Court will need additional computers and needs to employ a computer replacement plan for replacing computers on a standard life-cycle.*

- Office Supplies – Circuit Clerk's Office – \$1,000
- Office Supplies – Drug Court – \$500
- Computer Service Contract – \$2,300

Circuit Court/Circuit Clerk

Capital Needs

Description of Need – Circuit Clerk has been paying for equipment with interest money which as decreased significantly in recent years. It is anticipated that necessary equipment will need to be purchased from the General Fund. Additionally, a training room including remodeled space, furniture, with large screen monitor and projector are needed as well as a photocopier machine and an additional 5-man pod. The **Drug Court** needs replacement of chairs and a security camera in Holding Cell area. **Jury** needs consist of new chairs due to old chairs breaking down; a new refrigerator since existing one is old and not working well; eraser boards in jury deliberation rooms since existing ones are old and do not work well. **Probate Court** needs the replacement of the Assisted Listening System as required by ADA. Existing system was obtained in 1996 and has some broken parts, which are not replaceable. Circuit Court has 11 old photocopier machines, which need systematic replacement of one per year until all are replaced. The Court en Banc conference room chairs, originally purchased in 1996, need replacement due to some not working properly. Eight (8) Polycom Video Conferencing Units were purchased in 2004, but only 6 units are operating. One unit per year needs to be replaced.

- Training Room – Circuit Clerk’s Office – \$12,000
- Courtroom Chairs – Drug Court – \$500
- Security Camera – Drug Court – \$500
- Folding Chairs – Jury – \$400
- Refrigerator – Jury – \$1,000
- Eraser Boards – Jury – \$200
- Assisted Listening System – Probate Court – \$2,200
- New Computers for New Judges – \$17,200
- Photocopier Machine replacement – \$5,000
- Chair replacement – Court en Banc Conference Room – \$4,500
- Life Cycle Replacement of Computers – \$30,200

Facility and Maintenance Needs

Description of Need – Drug Court courtroom has hard flat walls and floor, causing excessive sound to become a problem. The courtroom seats 36 but frequently has in excess of 50 participants for court. Courtroom was originally designed as a lobby area then later modified as a courtroom. Sound absorbing wall panels are needed. Fourteen courtrooms do not have

Circuit Court/Circuit Clerk

Handicap Accessible door openers, which may be required by ADA. Plan to install 8 doors in 2015, and 2 doors each year, which may be required by ADA. Plan to install 8 doors in 2015, and 2 doors each year thereafter.

- Sound Absorption – Drug Court – \$2,000
- Door Lock replacement in IT Office – \$1,500
- Handicap Door Openers – \$16,000

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *Ongoing costs of bailiffs.*

- Bailiffs (2) – \$242,609

Supplies/Services

Description of Need – *Ongoing costs.*

- Office Supplies – Circuit Clerk's Office – \$9,800
- Office Supplies – Drug Court – \$1,500
- Computer Service Contract – \$7,900

Capital Needs

Description of Need – *New and ongoing costs.*

- Five-man Pod – Circuit Clerk's Office – \$15,000
- Folding Chairs – Jury – \$400
- Eraser Boards – Jury – \$200
- New Computers for New Judges – \$51,600
- Photocopy Machine replacement – \$15,000
- Polycom Video Conferencing replacement – \$19,800
- Life Cycle Replacement of Computers – \$90,600

Circuit Court/Circuit Clerk

Facility and Maintenance Needs

Description of Need – *Ongoing costs.*

- Handicap Door Openers – \$12,000

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Juvenile Court

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$2,730,285	\$3,131,162	\$8,565	\$8,565	\$8,565	\$8,565

2015 Summary of Needs

Personnel

Description of Need – Part-time staff required for operations.

- Part-time Staff – \$8,565

Supplies/Services

Description of Need – N/A

Capital Needs

Description of Need – N/A

Facility and Maintenance Needs

Description of Need – N/A

2016-2018 Combined Summary of Needs

Personnel

Description of Need – Ongoing expenses.

- Part-time Staff – \$25,695

Juvenile Court

Supplies/Services

Description of Need – *N/A*

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

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Juvenile Detention

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$709,033	\$650,042	\$49,653	\$49,653	\$49,653	\$49,653

2015 Summary of Needs

Personnel

Description of Need – Part-time staff required for operations.

- Part-time Staff – \$49,653

Supplies/Services

Description of Need – N/A

Capital Needs

Description of Need – N/A

Facility and Maintenance Needs

Description of Need – N/A

2016-2018 Combined Summary of Needs

Personnel

Description of Need – Ongoing expenses.

- Part-time Staff – \$148,959

Juvenile Detention

Supplies/Services

Description of Need – *N/A*

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

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Prosecuting Attorney

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$2,211,797	\$1,985,137	\$1,373,471	\$1,443,371	\$1,332,031	\$1,362,127

2015 Summary of Needs

Personnel

Description of Need – *Traffic Secretary II position is crucial to keeping up with grant funded GCSO traffic enforcement that is raising revenue for county, but also doubling traffic input into prosecutor's office. Next, one APA II and two APA's are needed in the event of Judicial expansion. All other positions are designed to meet current needs to reduce APA case loads to acceptable levels with a goal of reducing case processing time from referral to disposition such that 95% of felony cases are disposed within 1 year. The effect of doing so would improve the quality of justice in our community, enhance public safety, reduce turnover by reducing APA stress, and also reduce average length of stay in jail.*

- First Assistant (1) – \$82,862
- Senior Assistant (1) – \$77,248
- APA II (4) – \$251,100
- APA (5) – \$300,930
- Paralegal (4) – \$158,268
- Victim Witness Advocate (1) – \$37,147
- Secretary II (7) – \$230,048
- Secretary I (1) – \$30,951
- Data Entry Clerk (1) – \$30,951

NOTE: "APA" – Assistant Prosecuting Attorney

Supplies/Services

Description of Need – *Supplies and Services needed to support requested positions.*

- Expert Witness Fees - \$20,000
- Depositions & Transcripts - \$10,000

Prosecuting Attorney

- Travel for Change of Venue - \$2,500
- Office Supplies - \$18,000
- Case Victim/Witness Expense - \$5,000
- Case Preparation - \$2,000
- Contract Labor - \$5,000
- Books and Publications - \$340

Capital Needs

Description of Need - *Capital needed to support requested positions.*

- Computers, desks for APAs (4) - \$22,000
- Computer, cubicle for Secretary II (5)- \$15,000
- Computer, cubicle for Data Entry - \$3,000
- Computer, desk for First APA - \$5,500
- Computers, desks for APA II (4) - \$22,000
- Computers, cubicles for Paralegal (4) - \$16,000

Facility and Maintenance Needs

Description of Need – *The following facility needs are necessary to support requested positions. There is no additional unused space in the Prosecutor's Office. Estimates are based on existing office size and \$12.50 per sq foot rate plus and additional 25% of common space.*

- Office Space for APAs (4) - \$8,750
- Office Space for Secretary (5) - \$5,000
- Office Space for Data Entry Clerk – \$1,000
- Office Space for First APA – \$3,125
- Office Space for APA II (4) – \$8,751
- Office Space for Paralegals - \$1,000

Prosecuting Attorney

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *Ongoing costs.*

- First Assistant (1) – \$257,009
- Senior Assistant (1) – 239,878
- APA II (4) – \$782,852
- APA (5) – \$939,066
- Paralegal (4) – \$499,565
- Victim Witness Advocate (1) – \$117,506
- Secretary II (7) – \$731,058
- Secretary I (1) – \$98,600
- Data Entry Clerk (1) – \$98,600

Supplies/Services

Description of Need – *Ongoing costs.*

- Expert Witness Fees - \$60,000
- Depositions & Transcripts - \$10,000
- Travel for Change of Venue - \$2,500
- Office Supplies - \$54,000
- Case Victim/Witness Expense - \$15,000
- Case Preparation - \$6,000
- Contract Labor - \$15,000
- Books and Publications - \$1,020

Capital Needs

Description of Need – *Replacement Costs.*

- Laptops – \$127,000

Prosecuting Attorney

Facility and Maintenance Needs

Description of Need – *Rental of additional office space.*

- Office Space for APAs (4) - \$26,250
- Office Space for Secretary (5) - \$15,000
- Office Space for Data Entry Clerk – \$3,000
- Office Space for First APA – \$9,375
- Office Space for APA II (4) – \$26,250
- Office Space for Paralegals - \$3,000

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Sheriff's Office

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$4,569,982	\$4,506,387	\$5,474,195	\$5,595,369	\$5,727,415	\$5,869,220

2015 Summary of Needs

Personnel

Description of Need – *Additional personnel needed to be compliant under the Kalmanoff Study.*

- Detective (14) – \$724,305
- Patrol Deputy (56) – \$2,382,444
- Support Staff (56) – \$1,815,946

Supplies/Services

Description of Need – *Supplies needed for new requested personnel.*

- Uniforms – \$5,000
- Auto Expense – \$1,500
- Equipment Repair/ Maintenance – \$11,000
- Office Supplies – \$4,000
- Pre-Employment/Drug Screen – \$3,000

Capital Needs

Description of Need – *As equipment ages, it will need to be replaced. Vehicles reach the point where repairing is not cost effective. Additionally, security equipment will need to be replaced and failure to provide is a safety issue. Replacement of printers is needed due to age.*

- Vehicles and Equipment (10) – \$30,000/ea; \$300,000
- Security Camera/Equipment – \$50,000

Sheriff's Office

- CID Equipment – \$75,000
- Patrol Equipment – \$100,000
- Printers – \$2,000

Facility and Maintenance Needs

Description of Need – *N/A*

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *Ongoing costs of personnel.*

- Detective (14) – \$2,268,041
- Patrol Deputy (56) – \$7,501,563
- Support Staff (56) – \$5,773,900

Supplies/Services

Description of Need – *Ongoing costs.*

- Uniforms – \$15,000
- Auto Expense – \$4,500
- Equipment Repair/ Maintenance – \$33,000
- Office Supplies – \$12,000
- Pre-Employment/Drug Screen – \$9,000

Capital Needs

Description of Need – *New and on-going costs.*

- Vehicles and Equipment (10/yr) –\$900,000
- Security Camera/Equipment – \$150,000

Sheriff's Office

- CID Equipment – \$225,000
- Patrol Equipment – \$300,000

Facility and Maintenance Needs

Description of Need –N/A

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Jail

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$6,225,101	\$6,007,253	\$887,944	\$900,462	\$913,894	\$928,334

2015 Summary of Needs

Personnel

Description of Need – *Additional personnel needed to be compliant under the Kalmanoff study. As the jail population continues to grow, so will the need for additional correctional officers*

- Correctional Officers (13) – \$486,944

Supplies/Services

Description of Need – *Supplies and services expenses will need to be increased due to the increase in personnel and the rising cost of supplying food for the jail.*

- Pre-Employment/Drug Screening – \$3,000
- Doctor & Medical – \$50,000
- Uniforms – \$10,000
- Office Supplies – \$5,000
- Food – \$150,000
- Inmate Claim – \$500

Capital Needs

Description of Need – *As equipment ages, it will need to be replaced. Security equipment will need to be replaced and failure to provide is a safety issue.*

- Kitchen Equipment – \$62,500
- Security Camera/Equipment Replacement – \$50,000
- Replacement of Office/Security Equipment – \$70,000

Jail

Facility and Maintenance Needs

Description of Need – *N/A*

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *Ongoing costs of personnel.*

- Correctional Officers (13) - \$1,539,690

Supplies/Services

Description of Need – *Ongoing costs.*

- Pre-Employment/Drug Screening – \$9,000
- Doctor & Medical – \$150,000
- Uniforms – \$30,000
- Office Supplies – \$15,000
- Food – \$450,000
- Inmate Claim – \$1,500

Capital Needs

Description of Need – *New and ongoing costs.*

- Kitchen Equipment – \$187,500
- Security Camera/Equipment Replacement – \$150,000
- Replacement of Office/Security Equipment – \$210,000

Facility and Maintenance Needs

Description of Need – *N/A*

Auditor's Office

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$358,555	\$317,239	\$194,809	\$45,806	\$46,872	\$45,015

2015 Summary of Needs

Personnel

Description of Need – *Accounting Specialist is currently funded by LEST II. This position needs to be moved back into the General Fund. Reclassification of an Accounting Specialist to Auditor I position is needed for the performance of more complex duties.*

- Accounting Specialist – \$36,775
- Reclassification of Accounting Specialist to Auditor I – \$5,034

Supplies/Services

Description of Need – *Training, dues and office supplies are currently paid for personally by the Auditor staff.*

- Training & Dues – \$2,500
- Office Supplies – \$500

Capital Needs

Description of Need – *The companion software module for automated time and attendance for EDEN was never purchased. Software is expected to pay for itself in department efficiencies within 3 years.*

- Time & Attendance Software – \$150,000

Auditor's Office

Facility and Maintenance Needs

Description of Need – *N/A*

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *Ongoing costs of personnel.*

- Accounting Specialist – \$116,330
- Reclassification of Accounting Specialist to Auditor I – \$15,363

Supplies/Services

Description of Need – *Ongoing costs.*

- Training & Dues – \$7,500
- Office Supplies – \$1,500

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

Collector's Office

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$542,967	\$542,967	\$125,742	\$127,718	\$129,765	\$131,938

2015 Summary of Needs

Personnel

Description of Need – *Restoration of a position that has been frozen. Additional funding for contract labor is needed.*

- Tax Collection Specialist – \$32,642
- Contract Labor – \$90,000

Supplies/Services

Description of Need – *Costs for postage and printing continue to rise each year.*

- Postage – \$2,500
- Print, Insert, & Presort – \$600

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

Collector's Office

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *Ongoing costs of personnel.*

- Tax Collection Specialist – \$103,771
- Contract Labor – \$270,000

Supplies/Services

Description of Need – *Ongoing costs.*

- Postage – \$13,500
- Print, Insert, & Presort – \$2,150

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

County Clerk's Office

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$254,395	\$253,920	\$39,567	\$40,551	\$41,605	\$45,736

2015 Summary of Needs

Personnel

Description of Need – *The Election Coordinator is a critical need. This position has been frozen since 2008.*

- Election Coordinator – \$39,567

Supplies/Services

Description of Need – N/A

Capital Needs

Description of Need – N/A

Facility and Maintenance Needs

Description of Need – N/A

County Clerk's Office

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *Ongoing costs of personnel.*

Election Coordinator – \$124,892

Supplies/Services

Description of Need – *N/A*

Capital Needs

Description of Need – *Copy machine replacement.*

- Copy Machine – \$3,000

Facility and Maintenance Needs

Description of Need – *N/A*

Voter Registration

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$104,446	\$663,613	(\$554,350)	\$417,810	(\$411,225)	\$187,405

2015 Summary of Needs

Personnel

Description of Need – *Reduction of election personnel costs in 2015 following increased costs of 2014 midterm elections.*

- Salary – Temporary – (\$57,000)
- Judges & Election Clerks – (\$108,295)
- Salary – Election Overtime – (\$2,500)

Supplies/Services

Description of Need – *Reduction of election costs in 2015 following increased costs of 2014 midterm elections.*

- Custodians – Polling Places – (\$1,340)
- Rent – Polling Place – (\$6,200)
- Legal Notices – (\$13,050)
- Election Supplies – (\$285,640)
- Delivery Supplies – (\$14,105)
- Postage – (\$45,740)
- Office Supplies – (\$5,480)
- Voter Registration Cards – (\$15,000)

Voter Registration

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *Net effect of ongoing bi-annual increased and decreased personnel costs associated with election cycles.*

- Salary – Temporary – (\$52,400)
- Judges & Election Clerks – (\$66,895)
- Salary – Election Overtime – \$9,000

Supplies/Services

Description of Need – *Ongoing costs.*

- Custodians – Polling Places – (\$2,880)
- Rent – Polling Place – (\$6,200)
- Legal Notices – (\$10,520)
- Election Supplies – (\$168,290)
- Delivery Supplies – (\$14,105)
- Postage – (\$45,740)
- Office Supplies – (\$5,480)
- Voter Registration Cards – (\$15,000)

Voter Registration

Capital Needs

Description of Need – *Current voting equipment for voters with disabilities cannot be replaced or serviced. These machines are required at all federal elections. Interest free financing will allow payment of 50% in year one and 25% in years two and three.*

- Voting Equipment – \$572,500

Facility and Maintenance Needs

Description of Need – *N/A*

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Archives

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$175,738	\$164,757	\$0	\$0	\$700	\$4,000

2015 Summary of Needs

Personnel

Description of Need – N/A

Supplies/Services

Description of Need – N/A

Capital Needs

Description of Need – N/A

Facility and Maintenance Needs

Description of Need – N/A

Archives

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *N/A*

Supplies/Services

Description of Need – *N/A*

Capital Needs

Description of Need – *Replacement of capital items that are wearing out.*

- Fax Machine –\$350
- Printer – \$350
- Copier – \$4,000

Facility and Maintenance Needs

Description of Need – *N/A*

Public Administrator's Office

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$385,323	\$388,158	\$6,900	\$1,500	\$42,600	\$2,700

2015 Summary of Needs

Personnel

Description of Need – N/A

Supplies/Services

Description of Need – *Additional funding of various supplies is needed due to the increased cost of doing business and serving more clients.*

- Communications – \$100
- Training & Meetings – \$200
- Ward Travel – \$500
- Supplies – \$100
- Equipment Maintenance – \$500

Capital Needs

Description of Need – *Current photocopier and paper shredder are not functioning properly and are in need of replacement.*

- Photocopier – \$4,000
- Paper Shredder – \$1,500

Facility and Maintenance Needs

Description of Need – N/A

Public Administrator's Office

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *Contract person may be needed for transition if a new Public Administrator were to take office.*

- Contract – \$40,000

Supplies/Services

Description of Need – *Ongoing costs.*

- Communications – \$300
- Training & Meetings – \$600
- Ward Travel – \$2,500
- Supplies – \$900
- Equipment Maintenance – \$1,700

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

Treasurer's Office

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$195,081	\$173,355	\$400	\$600	\$600	\$600

2015 Summary of Needs

Personnel

Description of Need – N/A

Supplies/Services

Description of Need – Annual training funds needed.

- Training – \$400

Capital Needs

Description of Need – N/A

Facility and Maintenance Needs

Description of Need – N/A

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *N/A*

Supplies/Services

Description of Need – *Ongoing costs.*

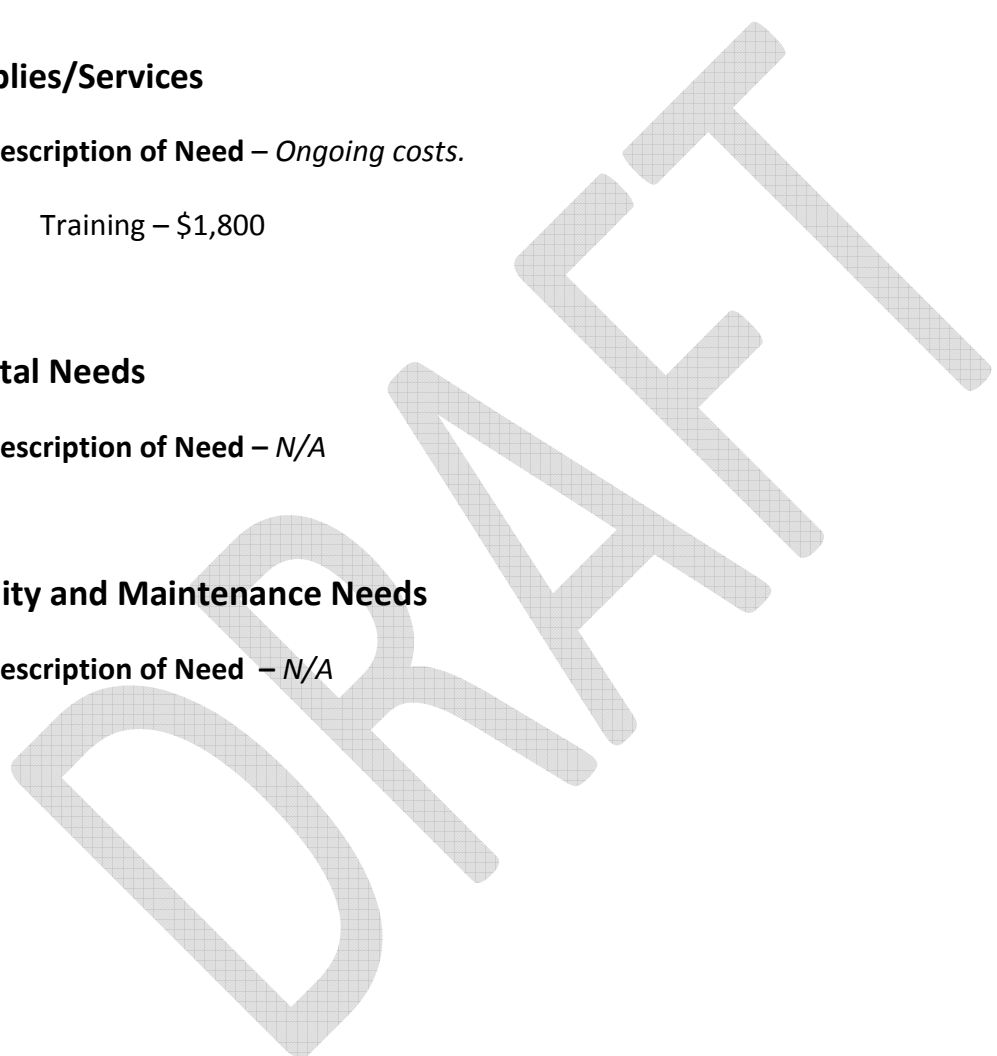
- Training – \$1,800

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*



County Commission

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$412,583	\$385,208	\$71,300	\$77,300	\$86,300	\$87,300

2015 Summary of Needs

Personnel

Description of Need – N/A

Supplies/Services

Description of Need – Office Supplies are shared by two offices, the County Commission and Budget Office. Production and publication of the High Involvement Planning document has increased usage of supplies. Additionally, office staff are purchasing many of their supplies personally. An increase in office supplies is needed in order to keep the office running in a sustainable manner. In addition, the County Commissioners have paid their own travel and training expenses, much of which is mandatory, for several years. Items that have been cut from the General Fund budget in recent years need to be restored: MAC/NACO, Southwest Missouri Council of Governments, Springfield Area Chamber of Commerce Dues, Springfield Business Development Corporation, and the Salute to Legislatures.

- Office Supplies – \$2,000
- Travel – \$5,000
- MAC/NACO – \$18,500
- SWMO Council of Government – \$2,500
- Chamber Dues – \$2,500
- SBDC – \$39,000
- Salute to Legislatures – \$1,800

Capital Needs

Description of Need – N/A

County Commission

Facility and Maintenance Needs

Description of Need – *N/A*

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *N/A*

Supplies/Services

Description of Need – *Ongoing costs.*

- Office Supplies – \$9,000
- Travel – \$45,000
- MAC/NACO – \$55,500
- SWMO Council of Government – \$7,500
- Chamber Dues – \$7,500
- SBDC – \$117,000
- Salute to Legislatures – \$5,400

Capital Needs

Description of Need – *Replacement of copier is needed. Parts for current copier are hard to find.*

- Copier – \$4,000

Facility and Maintenance Needs

Description of Need – *N/A*

Budget Office

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$124,751	\$156,648	\$47,681	\$47,187	\$48,264	\$49,418

2015 Summary of Needs

Personnel

Description of Need – *An additional position is needed to help manage increased workload associated with year around major projects.*

- Budget Analyst – \$42,181

Supplies/Services

Description of Need – *Annual training needed for staff. Currently, staff is required to pay for all training needs.*

- Travel and Travel – \$2,500

Capital Needs

Description of Need – *Capital oitems needed for one new staff member.*

- Computer, phone, etc – \$3,000

Facility and Maintenance Needs

Description of Need – *N/A*

Budget Office

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *Ongoing costs of personnel.*

- Budget Analyst – \$132,869

Supplies/Services

Description of Need – *Ongoing costs.*

- Travel – \$12,000

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

Human Resources

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$189,711	\$165,025	\$43,497	\$96,615	\$129,168	\$180,413

2015 Summary of Needs

Personnel

Description of Need – *Greene County (with seasonal employees) could reach close to the 800 employee mark in the Spring of 2014. National average is 1 Human Resource FTE to every 100 employees. A benefits coordinator will bring the department up to 4 full time and 2 part time employees manage and administer: medical, dental, life, vision, Long Term Disability, worker's compensation, FMLA, Cobra and other various benefits, plus all other daily functions.*

- Benefits Coordinator – \$37,147

Supplies/Services

Description of Need – *Copier services (including service and toner) will increase in August 2014. Additionally, training is needed in order to keep up to date on the ever changing personnel laws. Also, drug screen costs are driven by the number of persons employed at Greene County. Finally, the compensation study will help Greene County evaluate the current salaries of the employees, compared to those of job descriptions at other entities.*

- Copier Service – \$350
- Training and Meetings – \$1,700
- Dues and Subscriptions – \$500
- Drug Screens – \$800
- Compensation Study – \$3,000

Capital Needs

Description of Need – N/A

Human Resources

Facility and Maintenance Needs

Description of Need – *N/A*

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *With the employee count nearing the 800 mark and national averages supporting 1 HR FTE for every 100 employees fulfillment of this HIP plan will help the HR office achieve 7 FTEs to manage and administer all employee benefit programs and Human Resource functions. Collective Bargaining will ramp up in the years to come requiring mores staff time. Continuing to focus on wellness and safety will help our bottom line with loss control programs in workers' compensation, wellness fairs, and seminars to help County insurance rates.*

- Benefits Coordinator – \$117,507
- Human Resources Clerk (part-time) – \$35,838
- Human Resources Clerk (full-time)– \$74,940
- Human Resources Clerk (full-time)– \$40,154
- Human Resources Information Systems Data Tech – \$117,507

Supplies/Services

Description of Need – *Ongoing costs.*

- Copier Service – \$1,050
- Training and Meetings – \$7,500
- Dues and Subscriptions – \$1,500
- Drug Screens – \$2,900
- Compensation Study – \$3,000

Human Resources

Capital Needs

Description of Need – *The Human Resources office will need to replace a laptop in 2016. It is currently more than 4 years old and at its end of life. With the additional staff requested, a computer, telephone as well as office furniture will be needed.*

- Office Furniture/Desk/Cabinets – \$1,000
- Computer/Phone – \$1,300
- Laptop – \$2,000

Facility and Maintenance Needs

Description of Need – *N/A*

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Purchasing

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$175,395	\$130,776	\$39,956	\$40,930	\$41,974	\$43,096

2015 Summary of Needs

Personnel

Description of Need – *It is critical that a non-buyer position be created to administrate the accounts payable duties and the credit card program. Our staff has been reduced 40% and we do not have the staff available to complete our purchasing duties and addition accounts payable assignments.*

- Administrative Clerk – \$38,456

Supplies/Services

Description of Need – *Attendance at the annual MAPP conference training is mandatory to establish and maintain professional credentials, as well as allowing staff to stay current on new rule, regulations, and best practices.*

- Travel and Training – \$1,500

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

Purchasing

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *Ongoing costs of personnel.*

- Purchasing Clerk – \$121,500

Supplies/Services

Description of Need – *Ongoing costs.*

- Travel and Training – \$4,500

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

General Services

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$231,132	\$202,559	\$0	\$6,000	\$0	\$0

2015 Summary of Needs

Personnel

Description of Need – N/A

Supplies/Services

Description of Need – N/A

Capital Needs

Description of Need – N/A

Facility and Maintenance Needs

Description of Need – N/A

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – N/A

Supplies/Services

Description of Need – N/A

General Services

Capital Needs

Description of Need – *Replacement of current collator. Current collator works correctly about 50% of the time.*

- Collator – \$6,000

Facility and Maintenance Needs

Description of Need – *N/A*

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Pretrial Services

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$168,616	\$151,905	\$35,000	\$10,000	\$15,000	\$15,000

2015 Summary of Needs

Personnel

Description of Needs – N/A

Supplies/Services

Description of Needs – Anticipation increased utilization of electronic monitoring over the next several years, funding in 2015 would need to be restored to the funding level of previous years.

- Electronic Monitoring Fees – \$10,000

Capital Needs

Description of Needs – A dependable vehicle is needed for Pretrial officers to travel, sometimes out of town. Currently, Pretrial Services receives vehicles from other departments, when they are no longer needed. These vehicles are often worn down, and some do not last a year after Pretrial Services receives them. Computer upgrades are needed including monitors and software.

- Vehicle – \$20,000
- Computer Upgrades – \$5,000

Facility and Maintenance Needs

Description of Needs – N/A

Pretrial Services

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *N/A*

Supplies/Services

Description of Need – *On-going costs.*

- Electronic Monitoring Fees – \$40,000

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

Medical Examiner

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$392,024	\$389,823	\$12,635	\$12,984	\$14,343	\$14,714

2015 Summary of Needs

Personnel

Description of Need – N/A

Supplies/Services

Description of Need – *The Medical Examiner Contract is scheduled to have a 3% increase each year. Additional funding is needed for the cost of Cremation Services due to the increased number and cost of cremations.*

- Medical Examiner Contract – \$11,635
- Cremations Services – \$1,000

Capital Needs

Description of Need – N/A

Facility and Maintenance Needs

Description of Need – N/A

Medical Examiner

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *N/A*

Supplies/Services

Description of Need – *Ongoing costs.*

- Medical Examiner Contract – \$37,041
- Cremations Services – \$5,000

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

Information Systems

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$2,291,047	\$2,005,048	\$339,667	\$481,009	\$423,070	\$422,556

2015 Summary of Needs

Personnel

Description of Need – *These positions are currently funded out of the LEST II fund. This funding would bring these positions back to the General Fund.*

- Network Engineer – \$62,779
- Sr Programmer Analyst – \$62,779
- PC Tech – \$43,109

Supplies/Services

Description of Need – *The Uninterruptible Power System batteries will need to be replaced for the main data center and the Public Safety Center data center. MS Office 3-year subscriptions are needed to keep products current.*

- UPS Batteries – \$36,000
- Microsoft Office EA Agreement – \$60,000

Capital Needs

Description of Need – *An upgrade of the County Fiber Data System is needed to support increased traffic as FTE numbers increase. Microsoft Office needs to be upgraded from its current 2003 version.*

- Upgrade County Fiber Data System – \$25,000
- Migrate Microsoft Office – \$20,000

Information Systems

Facility and Maintenance Needs

Description of Need – *Greene County is in the process of moving equipment to the PSC data center as a more secure site. The amount and type of equipment will require Information Systems staff to be present to operate and maintain the data center for the County.*

- Finish Data Center at Public Safety Center – \$30,000

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *New and Ongoing costs of personnel.*

- Network Engineer – \$195,724
- Sr Programmer Analyst (3)– \$523,211
- PC Tech – \$135,700

Supplies/Services

Description of Need – *Ongoing costs. Sophos Antivirus contract ends in 2017. This is a three year renewal.*

- Sophos Antivirus Renewal – \$45,000
- Microsoft Office EA Agreement – \$60,000

Capital Needs

Description of Need – *Various equipment must be replaced or upgraded to support the cCounty's growth in technology. In 2017, we need to upgrade the Vmware cluster Microsoft data center to the newest version. We need to begin the MS Office upgrade for the county users still on MS Office 2003 since the end of life is 2014. Windows data will need to be upgraded since 2012 was the end of life. The main network switch will reach end of life in 2018. We will need to upgrade to ensure network operations.*

- Upgrade County Fiber Data System – \$25,000

Information Systems

- Migrate Microsoft Office – \$20,000
- Windows Data Center – \$32,000
- Cisco Switch Upgrades – \$90,000
- Sheriff Laptops Replacements – \$200,000

Facility and maintenance Needs

Description of Need – N/A

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Pre-Disaster Services

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$48,124	\$48,124	\$34,899	\$19,942	\$19,942	\$19,942

2015 Summary of Needs

Personnel

Description of Need – N/A

Supplies/Services

Description of Need – *Emergency Management is working on a potential contract for pre-disaster services with an outside agency. This would be completely funded by the outside agency.*

- Pre-Disaster Services Contract Expense – \$34,899

Capital Needs

Description of Need – N/A

Facility and Maintenance Needs

Description of Need – N/A

Office of Emergency Management

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *N/A*

Supplies/Services

Description of Need – *Ongoing costs.*

- On-going Contract Expense – \$59,826

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

County Administrator

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$115,854	\$49,082	\$14,591	\$14,591	\$45,473	\$99,656

2015 Summary of Needs

Personnel

Description of Need – *In 2014, the County Administrator retired and changed to part-time status. Salary and benefits for this position are funded from the General Fund (50%), Environmental Parks (25%), , and Road and Bridge (25%). Environmental Parks fund balance will be depleted in 2014 after which 25% of a part time County Administrator will be paid from the General Fund.*

- County Administrator – \$14,591

Supplies/Services

Description of Need – *N/A*

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

County Administrator

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *County Administrator and Administrative Assistant costs are restored to full time in 2018.*

- County Administrator – \$133,345
- Administrative Assistant – \$26,375

Supplies/Services

Description of Need – *N/A*

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

Building Operations

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$1,371,964	\$993,328	\$794,300	\$539,557	\$489,162	\$431,122

2015 Summary of Needs

Personnel

Description of Need – *Additional buildings and the hiring freeze in the last several years has created difficulties in maintaining the buildings efficiently.*

- Custodian (3) – \$27,540 ea; \$82,620
- Maintenance Mechanic – \$42,180

Supplies/Services

Description of Need – *Greene County needs to continue meeting ADA standards and requirements. Vocational training and certifications are needed for Building Operation staff. Campus security reference materials are needed for campus wide distribution.*

- Safety Training and Meetings – \$1,500
- Campus Security Reference Materials – \$10,000

Capital Needs

Description of Need – *Equipment is needed to service the high ceilings in multiple buildings including the PSC. Other security equipment across the County needs to be updated and replaced.*

- Man Lift – \$20,000
- Cisco Interphase Module – \$30,000
- Security Cameras – \$60,000
- Security Alarms – \$3,000
- Door Modifications – \$4,000
- Security Gate – \$5,000

Building Operations

- Intercom - \$1,000

Facility and Maintenance Needs

Description of Need – *Many facility requests have been requested but delayed in previous budgets for several years. Some of these items are approaching critical levels. Weatherizing the buildings and replacing the roofs should be top priority. Upgrade of the jail door control system is necessary due to parts becoming obsolete and unavailable.*

- Storage Container – \$3,000
- TPO Roof – Judicial Courts – \$150,000
- Carpet Replacement – \$36,000
- Domestic Hot Water Heater – Justice Center (Jail) – \$6,000
- Tuckpointing – Administration Building – \$25,000
- Tuckpointing – Juvenile – \$90,000
- Roof Top Units Replacements - Historic Courthouse – \$15,000
- Rear Stair Replacement – Administration Building – \$25,000
- Boiler – Judicial Courts – \$25,000
- Upgrade Door Controls and Intercoms – Justice Center (Jail) – \$160,000

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *Ongoing costs of personnel.*

- Custodian (3) –\$1,164,570
- Maintenance Mechanic – \$132,869
- Maintenance Mechanic 2 – \$117,506
- Maintenance Mechanic 2 – \$79,396

Building Operations

Supplies/Services

Description of Need – *Ongoing costs.*

- Safety Training and Meetings – \$7,500

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *Ongoing facility needs.*

- TPO Roof – Judicial Courts – \$260,000
- Carpet Replacement – \$108,000
- Boiler – \$25,000
- Tuckpointing – Judicial Courts – \$80,000
- Tuckpointing – Justice Center (Jail) – \$80,000
- Tuckpointing – Historic Courthouse - \$90,000
- Roof Top Units Replacements - Historic Courthouse – \$45,000
- Boiler – Judicial Courts – \$50,000
- Upgrade Door Controls and Intercoms – Justice Center (Jail)– \$120,000

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Resource Management

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$888,096	\$804,969	\$199,567	\$551,698	\$666,015	\$807,756

2015 Summary of Needs

Personnel

Description of Need – *Additional staff requested to accommodate additional growth and workload.*

- Permit Specialist – \$39,567

Supplies/Services

Description of Need – *Operating supplies and services are needed for Environmental Parks staff to perform duties. It is anticipated that Environmental Parks staff will need to be completely funded by the General Fund by 2016.*

- Mobile Communication – \$1,700
- Contractual Services – \$35,150
- Liability Insurance – \$1,650
- Vehicle Expense – \$4,500
- Riverbluff Cave – \$10,000
- Safety Supplies – \$5,000
- Office Supplies – \$1,500
- Dues and Subscriptions – \$4,000
- Training and Meetings – \$4,500
- Community Awareness – \$82,500
- Legal Counsel – \$6,500

Resource Management

Capital Needs

Description of Need – *An update to a new permit/planning software program is needed.*

- Planning & Zoning/Building Regulations Software – \$3,000

Facility and Maintenance Needs

Description of Need – *N/A*

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *Environmental Parks funding ends in 2015. In 2016, Environmental Parks personnel will be funded from the General Fund. Additional staff included to assist with increased workload.*

- Permit Specialist – \$124,892
- Assistant Stormwater Engineer – \$134,048
- GIS Specialist – \$186,188
- Water Quality Specialist – \$154,431
- Environmental Engineer/Planner – \$175,772
- Environmental Engineer/Planner – \$171,416
- Permit Specialist – \$124,892
- Permit Specialist – \$42,736
- Building Inspector Code Enforcement – \$95,415
- Building Inspector – \$48,297
- Associate Planner – \$89,682
- Planner – \$51,400

Supplies/Services

Description of Need – *Ongoing costs.*

- Mobile Communication – \$5,100

Resource Management

- Contractual Services – \$105,450
- Liability Insurance – \$4,950
- Vehicle Expense – \$13,500
- Riverbluff Cave – \$30,000
- Safety Supplies – \$15,000
- Office Supplies – \$5,500
- Dues and Subscriptions – \$15,000
- Training and Meetings – \$15,000
- Community Awareness – \$247,500
- Planning Board – \$10,800
- Legal Counsel – \$34,500
- Code Enforcement – \$40,000

Capital Needs

Description of Need – *Replace aging equipment, plus new equipment for new staff.*

- Vehicles – \$60,000
- Copier – \$4,000
- Printer – \$1,500
- Scanner – \$4,000
- Planning & Zoning/Building Regulations Software Maintenance – \$14,000
- Camera – \$500

Facility and Maintenance Needs

Description of Need – *N/A*

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Springfield-Greene County Health Department

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$438,162	\$690,222	\$407,940	\$407,940	\$407,940	\$407,940

2015 Summary of Needs

Personnel/Staffing

Description of Need – N/A

Supplies/Services

Description of Need – County subsidy for Springfield-Greene County Health Department has been cut in recent years. The County has been made aware of the need to fund the portion associated with services to County residents. Preliminary amounts discussed in late 2012 indicated an additional \$660,000 in annual funding for the County was necessary. This amount would be phased-in over a 2-year period (2013 and 2014) in equal amounts. An amount of \$77,000 in Immunizations was cut during the 2014 Budget process. The amount of \$407,940 annually will achieve the \$660,000 additional subsidy. Recent discussions of the City-County Task Force has suggested further discussions of funding for Health Department Services to County residents.

- Services Provided by Springfield-Greene County Health Department – \$407,940

Capital Needs

Description of Need – N/A

Facility and Maintenance Needs

Description of Need – N/A

Springfield-Greene County Health Department

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *N/A*

Supplies/Services

Description of Need – *Ongoing costs.*

- Services Provided by Springfield-Greene County Health Department – \$1,223,820

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

County Operations

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$1,461,438	\$1,545,273	(\$11,323)	\$32,287	(\$9,776)	\$33,195

2015 Summary of Needs

Personnel

Description of Need – *Cost of unemployment is anticipated to continue at or about current levels which could result in lowering future budget expectations for this expense.*

- Unemployment – (\$20,000)

Supplies/Services

Description of Need – *Various supplies and services routinely experience rate increases such as insurance and postage. Energy conservation measures have improved utility costs in recent years and are expected to continue at or around current levels for the foreseeable future. County Officials Bonds fluctuate year-to-year depending on renewal dates. An increase over 2014 budget is necessary in 2015. The Missouri University Agricultural Extension Center has been reduced to statutory minimum funding of \$10,000 in recent years. The Missouri Extension Center has requested an additional \$17,000 annually from Greene County to support and balance out their diversified funding base.*

- Building and Liability Insurance - \$13,000
- Utilities – (\$40,000)
- Mobile Communication - \$5,000
- County Officials Bonds - \$4,085
- Postage - \$10,000
- Agriculture Extension Center – \$17,000

Capital Needs

Description of Need – N/A

County Operations

Facility and Maintenance Needs

Description of Need – *N/A*

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *Ongoing costs of personnel.*

- Unemployment – (\$60,000)

Supplies/Services

Description of Need – *Ongoing costs and savings. Postage costs are expected to increase correlating with the Presidential election cycle.*

- Building Insurance - \$43,000
- Utilities – (\$120,000)
- Mobile Communication - \$25,000
- County Officials Bonds – (\$3,294)
- Postage - \$120,000
- Agriculture Extension Center – \$51,000

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*

Contracts

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$576,400	\$100,950	(\$59,450)	(\$100,950)	(\$100,950)	(\$100,950)

2015 Summary of Needs

Personnel

Description of Need – N/A

Supplies/Services

Description of Need – *With retirement of the Courts Building long-term debt obligation expected mid-2015, budgetary commitment for this expense will reduce modestly in 2015 and more significantly in future years. This funding stream will be redirected to retirement of Public Safety Center (PSC) long-term debt beginning in 2015. (See “Transfers”).*

- Courts Building Lease – (\$59,450)

Capital Needs

Description of Need – N/A

Facility and Maintenance Needs

Description of Need – N/A

Contracts

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *N/A*

Supplies/Services

Description of Need – *Ongoing savings. This savings will be redirected to retirement of Public Safety Center long-term debt.*

- Courts Building Lease – (\$302,850)

Capital Needs

Description of Need – *N/A*

Facilities Needs

Description of Need – *N/A*

Transfers

Fund: General Fund (101)

Total Budget		Net Changes to 2014 Baseline Budget			
2013	2014	2015	2016	2017	2018
\$1,980,937	\$2,689,119	\$326,700	\$503,801	\$468,064	\$419,567

2015 Summary of Needs

Personnel

Description of Need – N/A

Supplies/Services

Description of Need – Compared to the 2014 Budget, additional costs will need to be funded. Long-term debt schedules fluctuate from year-to-year requiring different funding levels. Retirement of long-term debt for the Trunked Radio Communications System will occur in 2015. General Fund subsidy of LEST I necessitates the increased cost of the final payment be funded by the General Fund.

- Qualified Energy Conservation Bond - \$3,999
- Public Safety Center Debt Payment - \$157,561
- Trunked Radio Communications System Debt Payment (LEST I) Transfer - \$165,140

Capital Needs

Description of Need – N/A

Facility and Maintenance Needs

Description of Need – N/A

Transfers

2016 - 2018 Combined Summary of Needs

Personnel

Description of Need – *N/A*

Supplies/Services

Description of Need – Ongoing costs and savings. Savings on the Trunked Radio Communication System of \$2.4 million is the cumulative savings across years 2016-2018.

- Qualified Energy Conservation Bond - \$40,142
- Public Safety Center Debt Payment - \$3,826,443
- Trunked Radio Communications System Debt Payment (LEST I) Transfer – (\$2,475,153)

Capital Needs

Description of Need – *N/A*

Facility and Maintenance Needs

Description of Need – *N/A*