

*Missouri*  
**FRANKLIN COUNTY**



*Annual Budget*  
*January 1, 2017 Through December 31, 2017*

**John E. Griesheimer**  
**Presiding Commissioner**

**Tim Brinker**  
**County Commissioner**  
**First District**

**Dave Hinson**  
**County Commissioner**  
**Second District**

**Tambra L. Vemmer**  
**Auditor**

## How to Use This Document:

Begin by reviewing the table of contents to obtain an understanding of the scope of information included and the manner in which it is organized. The document is divided into sections, which correspond to the table of contents and contains the following information:

**Budget Message:** The budget message provides the reader with summary information, including an overview of the budgetary process, local economic information, and summaries of revenue and expenditures.

**General Information:** This section contains information on the history and structure of the County as well as an overview of the County's fiscal policies and fund types.

**Financial Summaries:** This section contains financial summaries in matrix form and pie charts.

**Fund Statements:** This section contains schedules showing the changes in fund balances, explanations of the changes in fund balance, consolidated summaries of revenues and expenditures, as well a budget summary.

**Capital Outlay -** This section contains information pertaining to the purchase of capital items and capital projects.

**Operating Budgets:** Here the reader will find the operating budgets with detailed information for each organizational unit including a description of the activities of the organizational unit, budget highlights, personnel detail, and operating indicators.

**Statistical Section:** This section contains statistical information on Franklin County.

**Glossary:** A glossary is provided for the reader to obtain definitions of unfamiliar terms.

**Appropriation Order:** A copy of the order whereby the Commission is adopting the 2017 budget.

This document is available on the County's website at [www.franklinmo.org](http://www.franklinmo.org). To view, click on the Auditor's tab and click on budgets.

## TABLE OF CONTENTS

<b>BUDGET MESSAGE</b>	1
<b>GENERAL INFORMATION</b>	21
History of Franklin County	22
Organizational Chart	23
List of Principal Officials	24
Fiscal and Budget Policies	25
Description of Funds and Fund Types	29
Basis of Accounting and Budgeting	31
<b>FINANCIAL SUMMARIES</b>	34
Aggregate Revenues and Expenditures - Combined Funds	35
Aggregate Revenues and Expenditures - General Fund	37
Aggregate Revenue and Expenditures - Road and Bridge Fund	38
Aggregate Revenue and Expenditures - Law Enforcement Sales Tax Fund	39
Major Sources of Revenue - Sales and Property Tax History	40
Combined Funds Revenue by Source	41
Combined Funds Expenditures by Function	42
<b>FUND STATEMENTS</b>	43
Schedule of Projected Changes in Fund Balance	44
Explanation of Changes in Fund Balance	47
Consolidated Summary of Revenues and Expenditures - All Governmental Funds	49
Consolidated Summary of Revenues and Expenditures - Proprietary Fund	50
Budget Summary	51
<b>CAPITAL OUTLAY &amp; CAPITAL IMPROVEMENTS PROJECTS</b>	53
Explanation of Capital Expenditures	54
Capital Asset Detail	56

## TABLE OF CONTENTS CONTINUED

<b>OPERATING BUDGETS</b>	70
<b>GENERAL FUND</b>	71
General Fund Revenue	72
County Commission	75
County Clerk	78
Treasurer	82
Auditor	85
Transfers to Assessment	89
County Collector	91
County Counselor	94
Memberships	97
General Fund Emergency Appropriations	99
County Insurance	101
Circuit Court	103
Drug Court	105
Circuit Clerk	107
Court Reporters	109
Prosecuting Attorney	111
Child Support	116
Juvenile Office	119
Public Administrator	124
Juvenile Detention	128
Juvenile Diversion Grants	130
Transfers To LESTF	133
Indigent Care	135
Recorder of Deeds	137
Building Department	140
Purchasing Department	143
Voter Registration and Elections	146
University of Missouri Extension Center	150
Planning and Zoning	152
Economic Development	156
Emergency Management Agency (EMA)	158
Local Emergency Planning Committee (LEPC)	161
Information Technology	163
Geographic Information Services (GIS)	167
Maintenance Department	170
Soil Conservation	173
Miscellaneous	175
Capital Improvements	177
Medical Examiner	179

## TABLE OF CONTENTS CONTINUED

EMERGENCY FUND	181
ROAD AND BRIDGE FUND	183
Road and Bridge Fund Revenue	184
Road and Bridge Administration	186
Road and Bridge Operations	189
Road and Bridge Emergency Reserve	195
ASSESSMENT FUND	197
Assessment Fund Revenue	195
Assessment Fund Expenditures	201
Assessment - Personal Property	202
CAPITAL IMPROVEMENTS FUND (SHERIFF'S DEPARTMENT)	205
BUILDING FUND	208
COMMUNITY DEVELOPMENT FUND	211
HAVA SERVICES FUND	214
ELECTION EQUIPMENT REPLACEMENT FUND	216
LAW ENFORCEMENT TRAINING FUND	218
FAMILY COURT FUND	221
Juvenile Maintenance of Effort	224
FRANKLIN COUNTY LAW ENFORCEMENT RESTITUTION FUND	225
LAW ENFORCEMENT SALES TAX TRUST	228
Law Enforcement Sales Tax Trust Revenue	229
Law Enforcement Grant Expenditures	231
Sheriff's Department	234
Jail	247
Law Enforcement Emergency Reserve	250
INMATE SECURITY FUND	252
COLLECTOR'S TAX MAINTENANCE FUND	254

## TABLE OF CONTENTS CONTINUED

SHERIFF REVOLVING FUND	257
COUNTY-WIDE 911 FUND	261
County-Wide 911 Revenue	263
County-Wide 911 Addressing	264
County-Wide 911 Dispatching	266
Franklin County Communications Served Agency Dispatching	268
PROSECUTING ATTORNEY TRAINING FUND	270
ELECTION SERVICES FUND	272
DOMESTIC VIOLENCE FUND	275
HEALTH DEPARTMENT FUND	277
Health Department Revenue	283
Health Department Expenditures	285
WIC Department Expenditures	286
BT/CRI Expenditures	287
RECORDS PRESERVATION FUND	288
PROSECUTING ATTORNEY ADMINISTRATIVE HANDLING COST FUND	290
MUNICIPAL COURT FUND	293
BRUSH CREEK SEWER FUND	297
STATISTICAL SECTION	300
Miscellaneous Statistics	301
Demographic Statistics	302
Principal Private Employers	303
Top Ten Property Owners	304
Tax Rates Levied	305
Operating Indicators	306
Position Summary Schedule	308
GLOSSARY	309
APPROPRIATION ORDER	318



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Franklin County**

**Missouri**

For the Fiscal Year Beginning

**January 1, 2016**

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Franklin County for its annual budget for the fiscal year beginning January 1, 2015.

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.

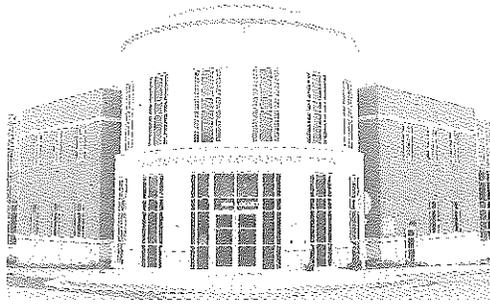
The award is valid for the period of one year only. We believe our current budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award.

# OUR MISSION



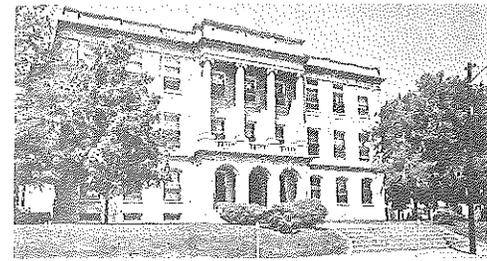
**As public servants, entrusted by the citizens, it is the mission of Franklin County to:**

- ❖ **Carry out the statutory duties of our offices.**
- ❖ **Provide responsive, efficient, and ethical government services.**
- ❖ **Serve citizens with respect and dignity.**
- ❖ **Respect taxpayer dollars, using our resources to achieve the highest level of efficiency at the lowest possible cost.**
- ❖ **Continuously strive to improve the delivery of services to the citizens.**



**TAMBRA VEMMER  
AUDITOR  
FRANKLIN COUNTY**

400 EAST LOCUST STREET, SUITE 203  
UNION, MISSOURI 63084  
636-583-6350



January 24, 2017

To the Citizens of Franklin County:

This document serves as the fiscal year 2017 adopted budget for Franklin County, Missouri. The annual budget serves as the foundation for Franklin County's financial planning and provides legal spending authority for the County's elected officials and appointed department heads. All of the budgets contained herein are balanced: total resources (i.e., current revenues plus appropriated fund balance) available to a particular fund are sufficient to cover the approved spending plan for that fund.

### **Organizational Structure and Its Impact on Planning Processes and Long-term Goals**

Franklin County's statutory elective form of government impacts the planning and budgetary process, the resulting budgetary document, as well as operation and administration throughout the year. Its governing body consists of a three-member Independent County Commission, which includes a Presiding Commissioner, a First District Commissioner and a Second District Commissioner. They each serve a four-year term. In addition to the County Commission, there are fifteen independent elected officials who are directly accountable to the citizens of the County and are responsible for the operations of their office in accordance with state laws within resources allocated to them by the County Commission. In some instances, elected officials have additional resources available for their operations through various special revenue funds. In most cases, these special revenue funds are under the appropriating authority of an individual elected official rather than the County Commission. The County Commission has no oversight authority over the operations of each elective office nor does the County Commission directly influence the development and implementation of goals and objectives for these elective offices. This structure results in each elected official identifying immediate and long-range goals and then presenting funding requests in the annual budget process. All county property, however, is controlled and managed by the County Commission.

Every two years, there is the possibility of newly-elected officials entering the County's organizational structure. This possible influx of newly- elected officials can make it difficult to form cohesive long-term goals and implement the strategies to achieve them. Despite these unique organizational features and their impact on entity-wide goal setting and planning processes, county officials consistently share a mission to: (1) carry out the statutory duties of our offices, (2) provide responsive, efficient, and ethical government services, (3) serve the citizens with respect and dignity, (3) respect taxpayer dollars, using our resources to achieve the highest level of efficiency at the lowest possible cost, and (4) continuously strive to improve the delivery of services to the citizens. This shared mission is reflected in the following long-term goals:

- Long-term fiscal stability for the County.
- Continuous improvement in service quality to the citizens of Franklin County.
- Continuous application of new technologies.
- Long-term retention of employees through competitive compensation and benefits.

These county-wide, long-term goals are common among all elected officials and are achieved through the careful planning and budgeting of the individual office holders throughout the County.

## **2017 Budgetary Issues and Solutions**

The County's statutory structure significantly influences the annual budgetary process. Individual elected officials engage in planning activities but these processes are generally focused on the respective responsibility areas of each office and are not formally coordinated at the entity level. As noted earlier, additional resources may be available to elected officials through special revenue funds, many of which are under the appropriating authority of an individual elected official rather than the County Commission. As a result, individual departmental goals impact the budget development more so than entity-wide goals. Within this framework and context, the County Auditor and the County Commission evaluate funding requests and establish appropriations in accordance with available resources.

The primary focus in developing the FY 2017 budget consisted of the following:

- Ensuring financial stability
- Providing quality services to citizens
  - Operation of the Judicial Courts
  - Operation of the Prosecuting Attorney's Office
  - Operation of the County Jail and Law Enforcement Services
  - Operation of the 20<sup>th</sup> Judicial Circuit Court (state court)
  - Operation of the Juvenile Office
  - Recording of land transactions, vital statistics, and licenses
  - Tax assessment of all county property

- Collection of property taxes
- Voter registration and election activity
- Operation of the County Health Department
- Operation of the Public Administrator's Office
- Construction and maintenance of county roads and bridges
- Planning and zoning services
- Construction inspections
- Emergency management services
- Supporting the goals & objectives of Elected Officials and Department Heads
- Maintaining a competitive employee wage & benefits package

## **Budget Process and Calendar**

The County Commission adopts an annual budget for all of its governmental funds. The County's fiscal year is the calendar year and the annual budgetary process and timetable is governed by the County Budget Law (RSMo Sections 50.52S to 50.641). Franklin County is a first class non-charter county where the County Auditor serves as Budget Officer. The process is as follows:

- The annual budget process begins in late June or early July with the Auditor preparing budget packets consisting of instructions for completing the packets, worksheets for budget requests, expenditure detail worksheets for those budget requests, historical data for all revenue and expense line items within each departmental budget, and requests for departmental objectives for the upcoming budget year along with the departmental accomplishments for the current budget year.
- The County Auditor distributes the budget packets, along with instructions, to the elected officials and department heads by August 1st.
- The County elected officials and department heads prepare departmental revenue and expenditure projections and submit their budgetary requests to the County Auditor on or before September 1st.
- The County Auditor prepares budget requests for offices not submitting requests by September 10<sup>th</sup>.
- During September and October, the County Auditor holds clarification meetings and then reviews and revises the budgetary requests based upon budgeted revenue projections.
- By November 15th, the County Auditor submits a proposed budget to the County Commission.
- During November and December, the County Commission, along with the County Auditor, holds meetings with each elected official and department head to review the proposed budget.
- The County Commission may alter, modify, or change the proposed budget in any manner, except the Court's budgets which may not be altered without the Court's consent or pursuant to mediation by the Judicial Finance Review Commission.

- The County Commission must comply with the public notice and public hearing requirement. The public hearing is usually held during the month of December.
- The budget must be adopted on or before January 10<sup>th</sup>. However, in a year in which a County Commissioner's new term of office begins, the statutory deadline is extended to January 31<sup>st</sup>.
- In the event the County Commission does not adopt the budget, the preceding year's budget remains effective.

### **Fiscal Year 2017 Budget Calendar**

June 20 to July 31, 2016	Auditor prepares budget packets and instructions.
August 1, 2016	Auditor distributes budget packets and instructions to elected officials and department heads.
August 31, 2016	Auditor and Commission to meet with the Presiding Judge to review the judicial budgets.
August 1 to September 1, 2016	Elected officials and department heads prepare departmental revenue and expenditure projections. Auditor assists the department heads and elected officials with their projections.
September 1, 2016	Budgets requests are submitted to the Auditor on or before this date.
September 10, 2016	The Auditor prepares budget requests for offices not submitting requests.
September 11 to September 30, 2016	The Auditor holds clarification meetings and then reviews and revises the budgetary requests.
October 3, 2016	The Auditor submits a proposed budget to the County Commission.
November 9 to January 19, 2017	The County Commission and Auditor held meetings with each elected official and department head to review the proposed budgets.
January 14, 2017	Proposed budget with Commission changes will be available to the public.
January 19, 2017	Post and advertise public hearing on or before this date.
January 24, 2017	Hold public hearing and Commission adopts budget.

## **Budget Amendments**

Occasionally, the County will encounter a need to amend the budget to approve increased spending authority of a specific fund. Missouri law requires that a budget amendment be scheduled on the County Commission agenda and handled in the same manner as the annual budget.

## **Current Local Economic Conditions**

Due to the County's location in the St. Louis Metropolitan Area, it is attractive to businesses that need affordable land and labor costs to establish or expand their operations. The cities within the County contribute stability to the local economy with the presence of colleges, hospitals, and a variety of stable industrial and commercial concerns. Small farms and wineries also greatly contribute to the economy in Franklin County.

According to the latest U. S. census bureau statistics, education and health care accounts for the most employment in Franklin County (20.3%). This is followed by manufacturing (20.0%) trade, transportation and utilities (16.8%), and construction (9.5%). As of September 2015, the U.S. Bureau of Labor Statistics reported the County's unemployment rate at 4.4 percent. This is lower than the reported Missouri unemployment rate of 5.3 percent and the U.S. unemployment rate of 6.2 percent. The County's median household income from 2009-2013 was \$48,857 compared to Missouri's median household income of \$47,380. Per capita money income from 2009-2013 for the County was \$24,742 compared to Missouri's per capita money income of \$25,649. The County's cost of living index is 91.1, less than the U.S. average of 100.

According to the U.S. census bureau, Franklin County's population grew 8.2 percent over the last decade from 93,807 in the 2000 to 101,492 in 2010. Franklin County is ranked as the tenth most populous in the state with a population density of 110 people per square mile.

Low interest rates are also the result of the current economic conditions. The 2017 budget reflects the continued low interest rates being paid on fund balances and other reserves. Interest rates have steadily declined and currently are at less than 1%.

At the time of writing this budget message, the price of fuel is \$2.10 per gallon. Although the price per gallon is lower than we have seen in some time, fuel costs are a part of our current economic climate and have had an impact on County operations. The Sheriff's Department, Highway Department, Building Department and Assessor's Department have all made changes in their operations in an effort to help manage fuel costs.

Despite the economic recession, the County's most significant revenue source, sales tax, remained relatively flat with a slight trend upward from 2009 through 2013. However, sales tax increased by 8.1 percent from 2013 to 2014. It increased by 5.4% from 2014 to 2015.

This could be contributed to the increased cost of goods. With approximately 46% of the County operating revenues being derived from this single revenue source, the County is significantly dependent on the locally-enacted sales tax levies.

As the economic climate changes, the County must adapt when it comes to balancing the budget. Over the past several years, the County has employed a combination of cost reduction and cost containment measures combined with careful use of fund balance resources to balance the budget and avoid significant personnel reductions and/or reductions in services to the citizens. This has proven to be an effective strategy. Even though sales tax appears to be on the rise, the County continued cost reduction and containment measures along with the use of fund balance reserves to balance the 2017 budget.

### **Emerging Issues Facing the County**

**Erosion of the County's Primary Tax Base** –As more and more people are shifting to remote retail sales (including internet sales) and are seeking more service-based purchases, there is a potential for a significant impact on the County's tax revenue.

**County 911 Funding Issues** – Revenue from the County's 15% landline tax has been declining as people remove their landlines and rely solely on their cellphones. The landline tax provides the bulk of the funding for the County's 911 fund. To offset the decline in this revenue, the County Commission elected to raise the tax from 12% to 15% in 2010. Legislative remedies are under discussion. During the budget year 2016, the County began charging dispatching fees to participating districts based upon assessed valuations.

**Crowding Conditions in the County Jail** – The County jail was built to house slightly more than 100 inmates. Recently, the County jail has had as many as 150 inmates. Jail deputies are having problems supervising that many prisoners and it has become a safety issue. In response, officials have adopted a pretrial prisoner release plan for jail inmates. This plan has begun to ease the crowding conditions and postpone a costly jail expansion. In addition, in an effort to ease the crowding conditions, the Sheriff's department has requested appropriations for the purchase of bunkbeds.

**Workforce Retention** – Competitive wages and benefits, along with generous holiday and personal time, assist the County with employee retention, thereby avoiding the high costs associated with employee turnover. However, some sheriff's office deputies have reportedly left the County for better-paying jobs. As a result, in order for the County's wages to be more competitive with the local municipalities, the County has begun implementing length-of-service increases for the sheriff's office employees. The County strives to provide competitive benefits to its employees at a reasonable cost to taxpayers.

The County began a salary study during 2015 and was expected to be completed by the end of January, 2016. However, at this time, the study is still incomplete. The study is being conducted by Public Sector Personnel Consultants of Tempe, Arizona. The firm will come up with a pay range for the different County positions. The Commissioners will take that data from the study and determine if pay for certain positions needs to be adjusted.

## Revenue and Expenditure Assumptions and Projections

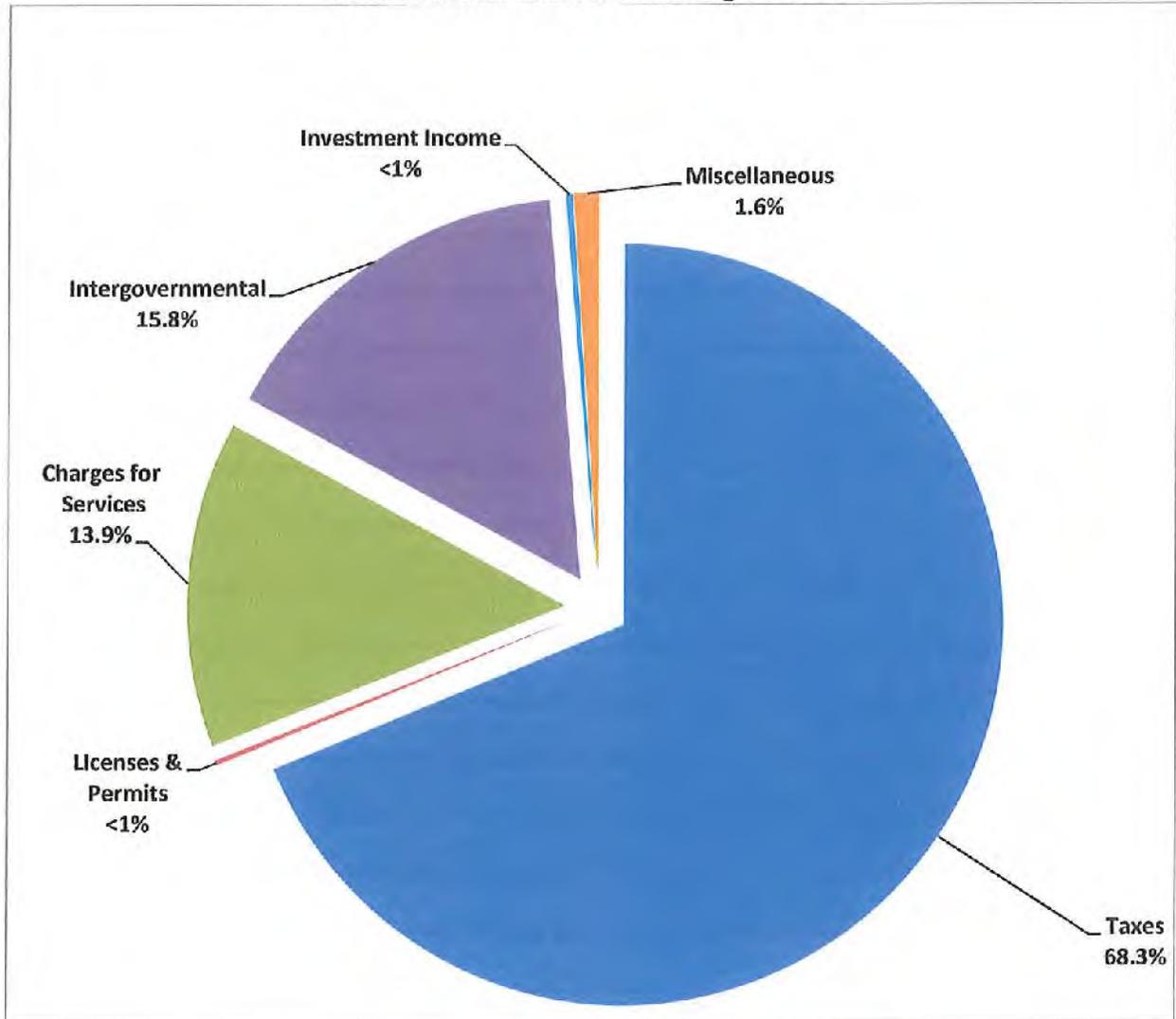
The 2017 proposed budget estimates beginning fund balances totaling \$30,100,337 with \$39,807,856 in projected revenues for total estimated funds available for appropriation of \$69,709,863. The 2017 proposed budget appropriates \$52,267,178 for regular operations, which includes \$3,026,878 for the Emergency Fund. An additional \$9,646,724 is appropriated as emergency reserves for the General Fund, Road and Bridge Fund, and the Law Enforcement Sales Tax Fund for a total of \$61,913,902.

### Revenue

A multi-year comparison of combined revenues by source, including the enterprise fund, is presented below. The following discussion describes the major sources of revenue for the County and identifies the primary causes for fluctuations between the prior and current budget years.

<u>Revenue</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2017 Budget</u>	Increase/ Decrease Over 2016 <u>Expected</u>
Taxes	\$26,318,725	\$25,749,525	\$27,176,739	\$ 1,427,214
Charges for Services	5,576,742	5,543,252	5,534,457	(8,795)
Intergovernmental	2,460,559	5,630,679	6,272,760	642,081
Licenses and Permits	83,297	80,863	80,955	92
Investment Income	95,873	93,438	116,795	23,357
Miscellaneous	<u>563,784</u>	<u>426,795</u>	<u>626,150</u>	<u>199,355</u>
Total Revenue	\$35,098,980	\$37,524,552	\$39,807,856	\$2,283,304
Sale of Capital Assets	19,875	50,000	0	(50,000)
Proceeds from Capital Lease	67,727	0	0	0
Transfers In	<u>4,670,809</u>	<u>4,090,713</u>	<u>5,148,456</u>	<u>1,057,743</u>
Total Other Financing Sources	\$4,758,411	\$4,140,713	\$5,148,456	\$ 1,007,743
Total Sources of Revenue	<u>\$39,857,391</u>	<u>\$41,665,265</u>	<u>\$44,956,312</u>	<u>\$3,291,047</u>

**Franklin County  
Combined Funds  
2017 Revenue Sources Excluding Transfers**



**Sales Tax (47.5% of total revenue)**

The County is highly dependent on sales tax revenue to finance the majority of county services. It is the single largest source of revenue for the County and accounts for 47.5% of all regular operating revenues in the County's governmental funds. Compared to other revenue sources, sales tax is inherently volatile and readily impacted by changing economic conditions. Because Franklin County is primarily dependent on sales tax to finance on-going operations, the County is especially vulnerable to this inherent volatility. This is a primary reason for maintaining higher fund balances during periods of economic growth within the County's primary operating funds.

The County receives the following sales tax revenue:

**One-half cent permanent sales tax in the General Fund.** Sales tax has remained relatively flat with a slight trend upward from 2009 through 2013. However, sales tax increased by 8.1 % from 2013 to 2014. It has increased by 5.4% from 2014 to 2015. This could be contributed to the increased cost of goods. This sales tax is expected to generate \$6,300,000 in 2017, which represents approximately 51% of the total revenue sources in the General Fund.

**One-half cent permanent sales tax in the Law Enforcement Fund.** Sales tax has remained relatively flat with a slight trend upward from 2009 through 2013. However, sales tax increased by 8.1 % from 2013 to 2014. It has increased by 5.4% from 2014 to 2015. This sales tax is expected to generate \$6,300,000 in 2017, which is approximately 58% of the total revenue sources in the Law Enforcement Fund. On October 1, 2007, the law enforcement sales tax was increased from 0.25% to 0.5%.

**One-half cent permanent sales tax in the Road and Bridge Fund.** Sales tax has remained relatively flat with a slight trend upward from 2009 through 2013. However, sales tax increased by 8.1 % from 2013 to 2014. It has increased by 5.4% from 2014 to 2015. This tax is expected to generate \$6,300,000 in 2017, which represents approximately 41% of on-going revenue to Road and Bridge operations.

The historical revenue trend for sales tax is shown below: Growth has been steady since the downturn in 2008 and again in 2009. However, sales tax increased by 8.1 % from 2013 to 2014. It increased by 5.4% from 2014 to 2015. The increase in sales tax for law enforcement beginning in 2007 is due to the passage of an additional ¼% sales tax.

**Sales Tax Revenue  
Last Ten Fiscal Years**

	<u>General Fund</u>	<u>Road &amp; Bridge Fund</u>	<u>Law Enforcement Sales Tax Fund</u>
2017 Budgeted	\$6,300,000	\$6,300,000	\$6,300,000
2016 Budgeted	\$5,800,000	\$5,800,000	\$5,800,000
2015 Actual	\$5,918,254	\$6,066,071	\$6,051,860
2014 Actual	\$5,620,527	\$5,721,766	\$5,735,603
2013 Actual	\$5,211,620	\$5,321,450	\$5,292,330
2012 Actual	\$5,098,666	\$5,215,873	\$5,202,611
2011 Actual	\$4,993,841	\$5,097,397	\$5,084,434
2010 Actual	\$4,964,148	\$5,034,408	\$5,020,499
2009 Actual	\$4,896,273	\$4,973,042	\$4,956,172
2008 Actual	\$5,154,267	\$5,276,727	\$5,278,715

**County Aid Road Trust (CART) Revenue (Road and Bridge Fund).** CART funds are apportioned to counties on the basis of two factors: one-half of the funds are credited to the county based on the ratio that its road mileage bears to the total county road mileage in the unincorporated areas of the state, and one-half is credited to the county based on the ratio that its rural land valuation bears to the rural land valuation of the entire state. Gas tax is projected to be \$1,550,000 for 2017 and the motor vehicle tax is projected to be \$500,000 for 2107.

**Fifteen percent tax applied to local land line phone tariffs.** This tax is expected to generate \$800,000 in 2017, which represents 99% of the source of revenue for the Enhanced 911 Fund. This is a \$17,500 decline from the 2016 estimated amount of \$817,500 and a \$121,557 decline from the actual amount received in 2015. As citizens replace land lines with cellular lines, this revenue will continue to decline. To offset the decline in this revenue, the County Commission elected to raise the tax from 12% to 15% in 2010. Legislative remedies are under discussion. Also, during the budget year 2016, the County began charging dispatching fees to participating districts.

**Real and Personal Property Tax Including Railroad and Utilities (14.5% of total revenue)**  
 Property tax comprises a relatively small portion of the County's overall revenues. The County's real estate and personal property tax are calculated based on current assessed valuations and has provided a stable source of revenue for the County. Total assessed value for the County currently exceeds \$1.8 billion. The tax rate for the general fund was decreased from 12.43 for 2015 to 12.38 for 2016. The 2016 tax rate of 21.45 for road and bridge remained unchanged from 2015. The County is anticipating similar assessed valuations for 2017. With a collection rate of approximately 92%, this is estimated to generate \$2,121,466 in property tax for the General Fund and \$3,640,889 in property tax for the Road and Bridge Fund for 2017.

**ASSESSED VALUATIONS**

	<u>January 1, 2015</u>	<u>January 1, 2016</u>
Real Estate	\$1,261,035,342	\$1,279,300,357
Personal Property	302,533,897	317,173,411
Railroad and Utilities	<u>217,850,482</u>	<u>236,542,897</u>
	<u>\$1,781,419,721</u>	<u>\$1,833,016,665</u>

**TAX RATE PER \$100 OF ASSESSED VALUATION**

	<u>2015 Tax Levy</u>	<u>2016 Tax Levy</u>
County General Fund	0.1243	0.1238
County Road and Bridge	0.2145	0.2145

The historical trend for property tax is shown below:

**Property Tax Revenue  
All Types**

	<u>General Fund</u>	<u>Road and Bridge Fund</u>
2017 Budgeted	\$2,520,140	\$2,369,763
2016 Budgeted	\$2,442,521	\$2,562,514
2015 Actual	\$2,467,701	\$2,562,112
2014 Actual	\$2,915,688	\$2,624,161
2013 Actual	\$2,880,967	\$2,551,613
2012 Actual	\$2,724,432	\$2,481,828
2011 Actual	\$2,822,085	\$2,495,267
2010 Actual	\$2,813,620	\$2,499,510
2009 Actual	\$2,186,811	\$2,695,760
2008 Actual	\$2,449,275	\$2,242,245

**Charges for Services (13.9% of total revenue)**

This revenue category consists of a wide variety of charges. Many departments throughout the County charge fees or commissions for their services. Examples are: Collector's commission, health services vital records, sanitation inspection fees, recording fees, building inspection fees, planning and zoning fees, and judicial fees. The projected amount to be received from this fee is \$5,534,457 for 2017.

**Intergovernmental Revenues (15.8% of total revenue)**

The County receives substantial revenues from federal and state grants and reimbursements. The FY 2017 budget includes amounts for grants that have been awarded to the County, but only for the current award period. The budget includes estimated amounts for state reimbursements.

The Sheriff's Department relies heavily on state and federal grants. The 2017 Sheriff's budget includes \$545,172 in federal and state grant revenue. The County receives a prisoner per diem reimbursement from the state when inmates held at the jail are ultimately sentenced to the Missouri Department of Corrections. Due to the number of inmates, this source of revenue fluctuates from year to year. Prisoner per diem reimbursement is budgeted at \$490,000 for 2017.

The County is also reimbursed by the state for property assessment activities. This reimbursement is based upon a per parcel rate. Since 2008, per parcel rate has decreased from \$6.00 to \$3.00 in 2012, resulting in a decrease in revenue for the County Assessor's office of \$200,544 for that time period. Revenue from this source is based upon \$3.2327 per parcel and a 70,952 parcel count or \$229,367 for 2017.

Intergovernmental revenues make up approximately 76% of the Franklin County Department of Health revenues. Grant revenue is budgeted at \$680,256 for 2017 for this fund. Since this fund relies heavily upon grants, it is particularly vulnerable to cuts made by the state and federal governments as they struggle to balance their budgets.

The County also receives County Aid Road Trust (CART) revenues. A portion of that revenue is a state-wide gasoline tax. The tax is earmarked for road maintenance and is shared by the state, cities, and counties pursuant to a constitutional formula. The revenues are derived from a per-gallon tax that does not change with fuel prices. Instead, revenues to the County increase only with increases in consumption. Higher fuel prices tend to reduce consumption, which in turn, reduces County revenue. For 2017, the gas tax is projected to generate \$1,500,000.

#### **Licenses and Permits (Less Than 1% of total revenue)**

The County collects fees for liquor licenses, auctioneer licenses, and merchant and manufacturers licenses. Revenue generated from this source is expected to remain relatively flat and a slight increase is budgeted at \$80,955.

#### **Investment Income (Less Than 1% of total revenue)**

With current interest rates of below 1% being earned on investments, the County expects to earn approximately \$116,795 in interest income on all Governmental Funds combined in FY2017.

#### **Miscellaneous Revenue (1.6% of total revenue)**

Generally, the primary components of miscellaneous revenue are flood control lease revenue, cable franchise revenue, sale of assets, and insurance reimbursements. The total amount budgeted for miscellaneous revenue for 2017 is \$626,150.

#### **Transfers (11.6% of total sources of revenue)**

- Total intergovernmental transfers for 2017 are \$5,148,457.
- The General Fund is budgeted to receive transfers in from the Prosecuting Attorney Bad Check Fund in the amount of \$8,000. Election Services Fund is budgeted to transfer \$4,200 to the General Fund in support of the minutes program.
- The General Fund is also budgeted to receive \$354,053 from the Municipal Court Fund in 2017. This is in support of a part-time clerk currently being paid from the County Counselor's budget as well as support of the General Fund operating costs.
- The Law Enforcement Sales Tax Fund is also budgeted to receive \$3,178,322 from the General Fund in the FY2017 budget in support of their operations.
- \$1,400,000 is budgeted to be transferred to the County 911 Fund in 2017.
- \$5,000 is to be transferred to the Road and Bridge Fund from the General Fund in 2017 in support of the environmental engineer.
- \$70,000 is budgeted for transfers from the General Fund to the Family Court Fund in support of operations.

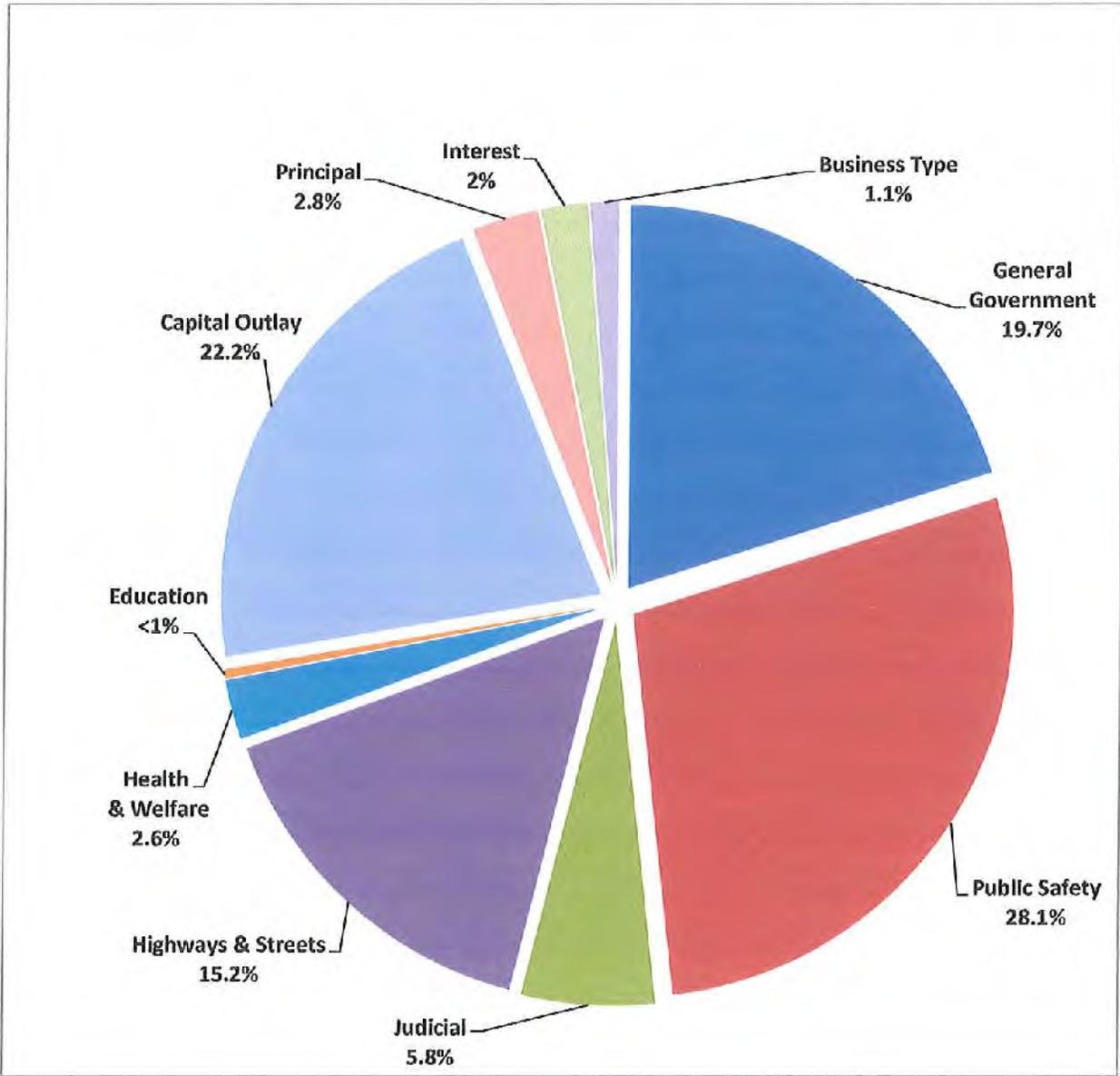
- \$25,000 is being transferred from the Municipal Court Fund to the Law Enforcement Sales Tax Fund in support of a part-time employee.
- The HAVA Fund is budgeted to transfer \$94,000 to the Election Equipment Replacement Fund.

## Expenditures

A multi-year comparison of combined expenses by functional category, including the Enterprise Fund, is presented below. The totals do not include other financing uses (transfers) or amounts appropriated to emergency reserves in the General Fund, Road and Bridge Fund, and Law Enforcement Sales Tax Fund. The following discussion describes the major expenditures for the County and identifies the primary causes for fluctuations between the prior and current budget years.

<u>Function</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2017 Budget</u>	Change 2016 Over <u>2017 Budgets</u>
General Government	\$ 6,100,461	\$10,464,150	\$10,321,082	\$ (143,068)
Public Safety	11,425,308	13,004,359	14,693,854	1,689,495
Judicial	2,498,173	2,856,891	3,047,779	190,888
Highways & Streets	6,542,479	8,074,816	7,970,603	(104,213)
Health & Welfare	1,031,000	1,197,564	1,358,130	162,774
Education	194,047	195,047	195,751	704
Capital Outlay	2,754,765	8,898,784	11,585,257	2,686,473
Principal	1,518,512	1,440,000	1,465,000	25,000
Interest	<u>1,084,513</u>	<u>1,054,736</u>	<u>1,031,120</u>	<u>(23,616)</u>
Sub-Total	\$33,149,168	\$47,186,347	\$51,670,784	4,484,437
Business-Type Activities	418,297	800,623	596,394	(204,229)
Total	<u>\$33,567,465</u>	<u>\$47,986,970</u>	<u>\$52,267,178</u>	<u>\$4,280,208</u>

**Combine Funds  
2017 Expenditures/Expenses by Function**



**General Government (19.7% of total expenditures)**

The \$143,068 decrease in this category is mainly attributable to the decreased cost of health insurance premiums and the costs associated with elections.

**Business-Type (1.1% of total expenditures)**

The \$204,229 decrease in the 2017 budget is attributable to the decreased costs associated with the Brush Creek Sewer system.

**Public Safety (28.1% of total expenditures)**

The \$1,635,506 increase in spending for public safety is mainly attributable to additional positions being added to the County 911 Fund as well as the Sheriff's Department Fund.

**Judicial (5.8% of total expenditures)**

There is a \$190,888 increase budgeted for this category for 2017. This increase is due mainly to additional funding in support of operations of the Prosecuting Attorney's office.

**Highways & Streets (15.2% of total expenditures)**

While there are budget increases in some categories, this is offset by decreases in other categories within this fund. The result is an overall budget decrease of \$104,213 for highways and streets for 2017. The 2017 budget for personnel services is \$4,310,530 which is up from the 2016 budget of \$4,160,286. The position of a part-time engineering intern was not budgeted for 2017. The budget for maintenance and repairs on buildings is budgeted at \$0, which is down from \$58,500 in 2016. \$2,265,000 is budgeted for road repair materials for 2017, which is down from \$2,454,500 in 2016. \$90,000 is budgeted for bridge and culvert repairs, up from \$35,000 in 2016.

**Health & Welfare (2.6% of total expenditures)**

There is an increase of \$160,566 budgeted for this category in 2017. This is attributed to an overall increase in the budget for the Health Department Fund as well as an increased amount budgeted for medical examiner services.

**Education (Less than 1% of total expenditures)**

There are no significant budgetary changes in this area.

**Capital Outlay (Fixed Assets) (22.2% of total expenditures)**

Each year, the County Commission approves funding for investment in new and replacement fixed assets. This category includes appropriations for new and replacement fixed assets and consists primarily of new and replacement machinery and equipment, new and replacement vehicles, and new and replacement computer hardware. This type of capital expenditure is sometimes referred to as "pay-as-you-go" capital, because it is fully incorporated into the annual operating budget for a given department rather than included in a capital improvement plan or in separate capital projects budget. In the schedule beginning on Page 15, all appropriations relating to fixed assets, across all functional areas, are combined and presented as "capital outlay" rather than as spending within the given functional area. The 2017 budget includes \$2,577,343 in additional funds for capital outlay. The majority is funding for capital outlay within the road and bridge operations budget. \$1,468,000 is budgeted for other equipment purchases for road and bridge operations in 2017. An additional \$8,113,000 is budgeted for capital improvements, mainly federal bridge projects, for the 2017 budget year. \$210,700 is budgeted for capital outlay within the County 911 budget. This is mainly for installment payments for 911 system upgrades.

**Principal (2.8% of total expenditures)**

An additional \$25,000 has been budgeted for the principal payments on the 2012 series of certificates of participation for 2017.

**Interest (2.0% of total expenditures)**

During the 2017 budget year, the County will pay interest on the 2012 series of certificates of participation.

**Personnel Services/Benefits (44.3% of total expenditures)**

Personnel services for 2017, including all wages, benefits and pension costs, are projected to be \$23,150,126 or 44.3% of the County's total expenditures. In 2016, personnel services were budgeted at \$20,834,302 or 43.4% of the County's total expenditures. The County chose United Health Care as the health plan carrier for 2017. The County will experience a substantial decrease in the 2017 health insurance premium rates. However, the deductibles will increase to \$4,500 for individuals and \$9,000 for family. The County will refund, if needed, up to \$4,000 for individuals and up to \$8,000 for family. For 2017, the County will pay 75% of the health insurance premium with the employee paying the remaining 25%. Dental, vision, and life insurance premiums remain unchanged from 2016. The 2017 budget provides for a 2% COLA. The Sheriff's Office employees will receive a 2% COLA and applicable length-of-service increases. Highway department employees will receive a 2% COLA and applicable length-of-service increases.

The County fully funds the Missouri L.A.G.E.R.S. retirement program for its employees. The program for its employees is an L-6, which is 2% for life. The program was budgeted at the funding rate of

- General employees – 16.60% of salary
- Police employees – 14.50% of salary

The combined budgetary impact for salaries, taxes, and benefits from the 2016 budgeted amount to the 2017 budget is a net increase of \$2,315,824.

Historically, the County does not spend its total annual appropriations. In any fiscal year, the County expects to realize budget savings from unspent emergency appropriations, competitive procurement, management decisions, and employee turnover and vacancies; however, the amount of such savings cannot be reliably estimated at this time. Consequently, no such savings has been assumed in developing the FY 2017 budget. The County monitors the spending ratio and adjusts appropriation methodologies in light of significant changes or emerging trends.

The General Fund, Road and Bridge Fund, and Law Enforcement Sales Tax Fund are major funds. The FY 2017 General Fund budget includes expenditures of \$9,862,361 and transfers out of \$4,713,203. Revenue is estimated at \$12,265,806 with transfers in of \$366,253. The estimated remaining fund balance at year end is \$5,526,651. The estimated remaining fund balance is appropriated to an emergency reserve line item in the General Fund budget.

The FY2017 Road and Bridge Fund budget includes expenditures of \$19,231,373. Projected revenue is \$15,299,663 with transfers in of \$5,000. \$3,931,710 of beginning fund balance will be used to offset the current year's expenditures. The ending fund balance for FY2017 is estimated to be \$2,241,688. This remaining fund balance is appropriated to an emergency reserve line item within the Road and Bridge budget.

Total revenues for 2017 for the Law Enforcement Sales Tax Fund are projected to be \$7,662,472 with transfers in of \$3,203,332. Expenditures are projected at \$12,266,089. \$1,400,295 of beginning fund balance will be used to offset the current year's expenditures. The 2017 ending fund balance is projected to be \$1,878,384 and is appropriated to an emergency reserve line item within the fund.

## **SUMMARY OF LONG-TERM DEBT**

### **Revenue Bonds**

In March 2007, the County issued \$3,700,000 Sewerage System Revenue Bonds, Series A and Series B to pay off the short-term construction loan payable. The interest rate is 4.125% and the maturity date is March 1, 2042.

### **Certificates of Participation**

The County entered into a major capital improvement program starting in 2005. A total of \$39,245,000 of certificates of participation was issued. Interest rates ranged from 2.15% through 5.15% and the maturity date is March 1, 2032. This program included the following:

- In 2005, the County issued \$6,910,000 of certificates of participation for the construction of a new administration building. The building was completed during 2007.
- In 2007, the County issued \$18,450,000 of certificates of participation of which \$7,205,000 was for the construction of a new judicial center building, which was completed in 2008. The remaining \$11,245,000 was used for converting County gravel roads to hard surface.
- In 2008, the County issued \$13,885,000 of certificates of participation for construction projects. \$1,412,019 was used for remodeling the historic courthouse, \$1,300,000 was used for updating HVAC at the detention facilities, \$10,000,000 was used for converting County gravel roads to hard surface, and \$1,172,981 was used to set up a reserve fund.
- The historic courthouse renovation was completed in October 2010.

In September of 2012, the County refunded the certificates of participation in the amount of \$39,230,000. Interest rates range from 0.7% to 3.5% and the maturity date is April 1, 2032. The payment schedule for the 2012 series is as follows:

**PAYMENT SCHEDULE FOR SERIES 2012 CERTIFICATES**

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
4/1/2013	745,000	0.700%	590,928.48	1,335,928.48	1,335,928.48
10/1/2013			548,517.50	548,517.50	
4/1/2014	1,385,000	1.000%	548,517.50	1,933,517.50	2,482,035.00
10/1/2014			541,592.50	541,592.50	
4/1/2015	1,420,000	1.250%	541,592.50	1,961,592.50	2,503,185.00
10/1/2015			532,717.50	532,717.50	
4/1/2016	1,440,000	1.500%	532,717.50	1,972,717.50	2,505,435.00
10/1/2016			521,917.50	521,917.50	
4/1/2017	1,465,000	1.750%	521,917.50	1,986,917.50	2,508,835.00
10/1/2017			509,098.75	509,098.75	
4/1/2018	1,495,000	2.000%	509,098.75	2,004,098.75	2,513,197.50
10/1/2018			494,148.75	494,148.75	
4/1/2019	1,530,000	2.250%	494,148.75	2,024,148.75	2,518,297.50
10/1/2019			476,936.25	476,936.25	
4/1/2020	1,585,000	2.450%	476,936.25	2,061,936.25	2,538,872.50
10/1/2020			457,520.00	457,520.00	
4/1/2021	1,905,000	2.650%	457,520.00	2,362,520.00	2,820,040.00
10/1/2021			432,278.75	432,278.75	
4/1/2022	1,960,000	2.800%	432,278.75	2,392,278.75	2,824,557.50
10/1/2022			404,838.75	404,838.75	
4/1/2023	2,020,000	2.900%	404,838.75	2,424,838.75	2,829,677.50
10/1/2023			375,548.75	375,548.75	
4/1/2024	2,080,000	3.050%	375,548.75	2,455,548.75	2,831,097.50
10/1/2024			343,828.75	343,828.75	
4/1/2025	2,160,000	3.200%	343,828.75	2,503,828.75	2,847,657.50
10/1/2025			309,268.75	309,268.75	
4/1/2026	2,235,000	3.300%	309,268.75	2,544,268.75	2,853,537.50
10/1/2026			272,391.25	272,391.25	
4/1/2027	2,310,000	3.350%	272,391.25	2,582,391.25	2,854,782.50
10/1/2027			233,698.75	233,698.75	
4/1/2028	2,400,000	3.400%	233,698.75	2,633,698.75	2,867,397.50
10/1/2028			192,898.75	192,898.75	
4/1/2029	2,480,000	3.450%	192,898.75	2,672,898.75	2,865,797.50
10/1/2029			150,118.75	150,118.75	
4/1/2030	2,575,000	3.450%	150,118.75	2,725,118.75	2,875,237.50
10/1/2030			105,700.00	105,700.00	
4/1/2031	2,665,000	3.500%	105,700.00	2,770,700.00	2,876,400.00
10/1/2031			59,062.50	59,062.50	
4/1/2032	3,375,000	3.500%	59,062.50	3,434,062.50	3,493,125.00
	39,230,000		14,515,093.48	53,745,093.48	53,745,093.48

## **Current and Future Debt Plans**

With the exception of the "Pave the County" program which began in 2007 and funded with certificates of participation, the County's infrastructure-related improvement projects are small-scale and are usually funded on a pay-as-you-go basis from the annual operating revenues in the Road and Bridge Fund. This eliminates the need for financing infrastructure-related improvement projects.

With the construction of a new administration building, judicial center, and the renovation of the historic courthouse beginning in 2005, these facilities should serve the operations of those County offices well into the future.

For several years, there has been discussion of the crowding conditions in the jail and the need for a jail expansion. In response, the County has adopted a pretrial release plan for the jail inmates. This plan is expected to ease the crowding conditions and postpone debt in relation to a costly jail expansion.

In September, 2012, the County refunded the certificates of participation in an effort to reduce the interest rate and lower the annual payments. Since there is no revenue stream exclusively dedicated to cover the cost of the 2012 series of certificates of participation, the County relies on sales tax revenue and fund reserves for the debt service payments as follows:

Certificate of participation debt service payments for the 2008 HVAC update at the Sheriff's department are being made from the Sheriff's capital improvement fund. Interest earned is the only source of revenue for this fund. As yearly interest and principal payments are made, the fund balance is declining. This results in less funds being available for a future jail expansion.

Certificate of participation debt service payments are also being paid from the building fund. Interest earned and \$70,000 yearly payments from the law library are the only source of revenue for this fund. As yearly debt service payments are made, the balance in this fund is declining and will not sustain the scheduled remaining payments through 2032. In the future, the County will need to find a different source of revenue for the building fund's share of the payments.

Certificate of participation debt service payments are also being made from the general fund and the road and bridge fund. When sales tax revenue declines, this adds stress to these funds and limits revenue available for other services.

## Legal Debt Limit

State law limits the amount of the County's outstanding bonded debt (exclusive of revenue bonds, special obligation bonds, and balances available in debt service funds) to 10% of the County's assessed valuation. The table below demonstrates the County's legal debt margin.

Assessed Value	\$ <u>1,833,016,665</u>
Debit Limit – 10% of Total Assessed Valuation	\$ <u>183,301,666</u>
Less Bonded Debt	\$ 0
Less Amounts available in Debt Service Fund	\$ <u>0</u>
Total Amount of Debt Applicable to Debt Limit	\$ <u>0</u>
Legal Debt Margin	\$ <u>183,301,666</u>

## Conclusion and Acknowledgements

In conclusion, all budgets contained herein are balanced. This means total resources (i.e., current revenues plus appropriated fund balances) available to a particular fund are sufficient to cover the approved spending plan for that fund. Within these spending plans, the County continues to provide the services necessary to meet the needs of the citizens of Franklin County. This proposed budget is a product of many hours of preparation and a collaborative team effort on all levels of the County government. I would like to thank everyone for your efforts and contributions.

Respectfully submitted,

*s/ Tammy Vemmer*

Franklin County Auditor  
Budget Officer

# GENERAL INFORMATION



## **HISTORY OF FRANKLIN COUNTY, MISSOURI**

Franklin County was organized as a separate county in 1818 out of the western portion of St. Louis County. Its county seat is Union and is named after a founding father, Benjamin Franklin. The first county seat was at Newport located on the Missouri River bluff between New Haven and Washington. In 1826, the county seat was moved to a small log cabin in Union by order of the State Legislature. A larger log building was erected in 1828 and was used until a stone and brick building was erected on the present courthouse square in 1868. This was dismantled in 1920 and the present building as erected in 1923 cost a total of \$200,348. After being bombed in November 1969 as a diversion for a bank robbery, it was renovated, an elevator installed, and unused space utilized. In October of 2010, another renovation of the historic courthouse was completed and it now houses a courtroom, the Public Administrator, Prosecuting Attorney, Child Support, Public Defender, and the County Municipal Court is held there. The County achieved First Class status on January 1, 1991.

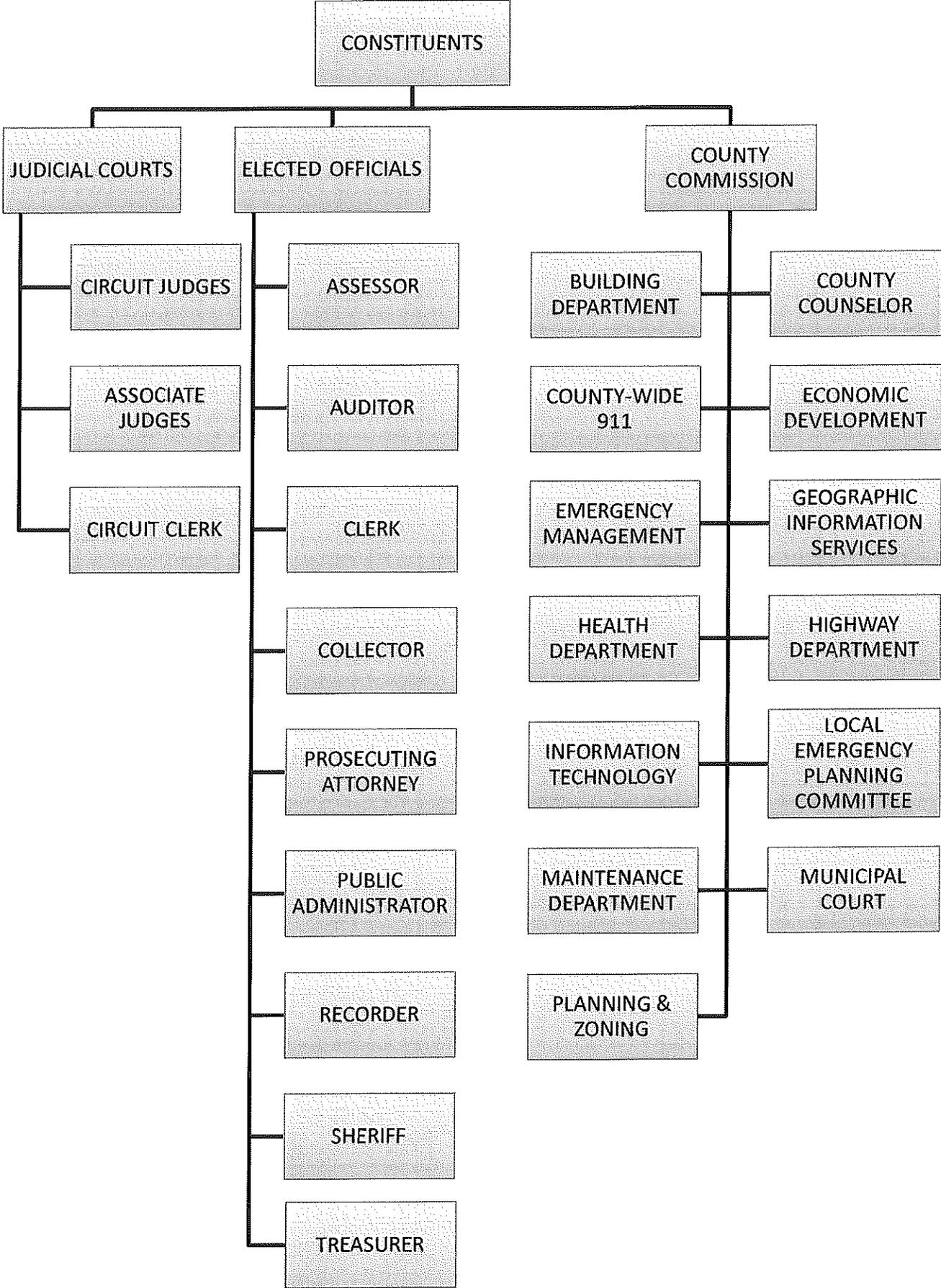
Occupied by succeeding cultures of indigenous peoples, this area was populated by the historic Osage tribe at the time of European encounter. The region was first settled by Europeans during the rule of the Spanish Empire. The Spanish log fort San Juan del Misuri (1796-1803) was built in present-day Washington. After the American Revolutionary War, migrants from the new United States started moving west. Among them were the family and followers of Daniel Boone, an explorer who settled the area starting in 1799. For the next two decades, most settlers came from the Upper South, bringing their slaves with them to work the land.

In 1833 substantial numbers of German immigrant families settled in the area, and soon they outnumbered the slave-owners. The Germans opposed slavery, and their descendants became strong supporters of the Union during the U.S. Civil War. The Confederate General Sterling Price led his troops in ransacking the area during the war.

Before the war, the County was served by steamboats that aided freight traffic and passengers. Later it also became a railroad transportation center. Manufacturing industries were established at the end of the Civil War and successive ones have continued.

Wineries along both sides of the Missouri River are part of the Missouri Rhineland, whose vineyards were started by German immigrants in the mid-19<sup>th</sup> century. Before Prohibition, Missouri was the second-largest wine-producing state in the nation. Everything was closed down except for limited production of wine allowed for religious purposes. The state's wine industry had to be completely rebuilt, which has been taking place since the 1960s. The local vineyards have produced award-winning wines in recent decades.

# FRANKLIN COUNTY, MISSOURI ORGANIZATION CHART



**FRANKLIN COUNTY, MISSOURI  
LIST OF PRINCIPAL OFFICIALS**

<u>Office</u>	<u>Principal Officials At January 1, 2017</u>
Presiding Commissioner	John E. Griesheimer
First District Commissioner	Tim Brinker
Second District Commissioner	Dave Hinson
County Clerk	Debbie K. Door
Circuit Judge, Division I	Gael D. Wood
Circuit Judge, Division II	Ike Lamke
Associate Circuit Judge, Division V	David Tobben
Associate Circuit Judge, Division VI	David L. Hoven
Associate Circuit Judge, Division VII	Stanley D. Williams
Prosecuting Attorney	Robert E. Parks
Circuit Clerk	Bill D. Miller
Recorder of Deeds	Jennifer L. Metcalf
County Treasurer	Debbie Aholt
Sheriff	Steve Pelton
County Auditor	Tambra L. Vemmer
Public Administrator	Mary Jo Straatmann
County Collector	Linda Emmons
Assessor	Tom Copeland

## **FISCAL AND BUDGET POLICIES**

Franklin County operates under a statutory elective form of government in which specific authority and responsibility are granted to each elected official according to state law. The three-member County Commission has limited ordinance-making powers granted by the Missouri state legislature as well as exclusive control of county property. The County Commission also has final authority over the County Budget, except for certain special revenue funds where state law grants final budget authority to individual elected officials.

County officials are expected to manage public funds in a manner that promotes transparency and accountability; ensures fiscal stability; protects and preserves public assets; and reduces risk and uncertainty while maintaining flexibility. The fiscal and budget policies outlined below were adopted through Commission Order 2012-200 and are intended to help guide County Officials in their decision making to ensure that these goals are achieved.

### **Fiscal Year**

The County's fiscal year is the calendar year beginning on the first of January and ending on the last day of December.

### **Revenues**

- To the extent allowed by law, the County will endeavor to maintain a diversified and stable revenue base as to minimize the effects of economic fluctuations as well as eliminate an over dependence on any single revenue source.
- The County will estimate its annual revenues by an objective, analytical process, wherever practical.
- Revenue trends are examined monthly and are incorporated into the annual revenue forecasts.
- During the budget process, County officials will project revenues applicable to their departments for the next year and will update their projections annually.
- The County will analyze user fees and revise them when needed to reflect the impact of inflation and other cost increases.

### **Purchasing**

The County adopted a purchasing and bidding policy through Commission Order 2016-317. The following is a summary:

- The County will comply with procurement statutes, which require competitive bidding for single purchases of \$4500 or more or where multiple purchases over a 90-day period accumulate to \$4500 or more with a single vendor. Single purchases of \$6,000 or more or where multiple purchases over a 90-day period accumulate to \$6,000 or more with a single vendor require advertised bids.
- Although not required by state law, the County Commission encourages use of an RFP (Request for Proposal) process for procurement of professional services.
- In accordance with state statute, bidding requirements may be waived in an emergency where there exists a threat to life, property, public health or public safety or that

immediate expenditure is necessary to protect against further loss of county property, insure the integrity of county records or minimize serious disruption of county services:

- The County will comply with state statutes when making sole source purchases.
- The County Auditor shall review all pending invoices to ensure that proper documentation exists.
- All purchases must be necessary and are to be used solely for the benefit of the County.
- All purchases must be within total departmental budgets.

### **Budget Policy**

- The County will adopt a balanced budget each year in accordance with state law. The budget is considered balanced when the total resources of a fund (estimated revenues, other financing sources, and available fund balance) are sufficient to cover the proposed spending plan (sum of appropriations and other financing uses) for that fund. In no event shall the proposed spending for a specific fund exceed the total resources available to the fund.
- All appropriations lapse at the end of the budget year to the extent that they have not been expended or lawfully encumbered.
- The County will establish a budget calendar each year to ensure that budget activities and deadlines comply with state law.
- A copy of the budget will be available for public inspection in the Auditor's office.
- A copy of the budget will be available for view on the County's web site, [www.franklinmo.org](http://www.franklinmo.org), under the Auditor's tab.
- The budget may be amended and revised during the year in accordance with state statutes and local policy.

### **Fixed Assets**

- The County will maintain an inventory of fixed assets in accordance with statutory requirements.
- Physical inventories of the County's fixed assets will be conducted on an annual basis.
- All County property is to be disposed of in the manner authorized by the County Commission.
- County property shall not be used for personal gain.
- Administrative Authorities are responsible for safeguarding the various county assets under their control.

### **Financial Accounting and Reporting**

- The County will establish and maintain an accounting system that allows for identifying, capturing, summarizing, and reporting the financial activities of the County.
- Except in very limited cases, County revenues will be accounted for as “gross revenue” and not netted against expenditures.
- The County’s financial statements will be prepared in accordance with generally accepted accounting principles (GAAP).
- The County will prepare a Comprehensive Annual Financial Report (CAFR).
- An independent financial audit will be made of all accounts of the County at least annually and more frequently if deemed necessary by the County Commission.
- The County will annually submit its Comprehensive Annual Financial Report (CAFR) to the Government Finance Officers Association (GFOA) for an independent review and implement applicable recommendations.
- A copy of the CAFR will be available for public inspection in the Auditor’s office.
- A copy of the CAFR will be available for view on the County’s web site, [www.franklinmo.org](http://www.franklinmo.org), under the Auditor’s tab.

### **Debt Policy**

- The County may issue general obligation bonds, revenue bonds, special obligation bonds, and short-term tax anticipation notes as authorized by state statutes. The County may also enter into lease-purchase agreements (Certificates of Participation).
- When the County finances capital projects by issuing bonds, it will repay the bonds within a period not to exceed the expected useful life of the projects.
- The County will manage its budget and financial affairs in such a way as to ensure continued high bond ratings.
- No general obligation bonds shall be issued without approval of the requisite number of qualified voters, as required by state statute.

### **Fund Balance and Emergency Appropriation**

- The fund balance is the equity of a fund. Oftentimes incorrectly referred to as “surplus.” Each fund begins each year with a positive or negative fund balance.
- All fund balances will be maintained at levels needed to provide adequate operating flexibility while also reducing the likelihood of cash flow interruptions. Recommended fund balance for the General Fund is to maintain at least two month’s operating expenditures. In the event that fund balance is projected to fall below the minimum amount, the County will develop a plan for restoring the minimum fund balance.
- An emergency appropriation equal to at least 3% of General Fund revenue will be included in the annual budget, as required by state law. The emergency appropriation may be used for unforeseen emergencies and requires approval of the County Commission. Emergency appropriations may be included in other funds in amounts recommended by the County Auditor and approved by the County Commission.

**Grant Policy:**

- Grant applications should be approved by the County Commission prior to submitting the grant application to the grantor entity/agency.
- For all grants, the County Commission will identify the local match requirement, if any, and ensure that appropriations are sufficient to meet the match requirement.

**Investments**

- Missouri state statutes authorize the County to invest in obligations or guaranteed obligations of the United States and its agencies, obligations of the State of Missouri and its agencies, bonds of any Missouri city having a population of not less than two thousand, bonds of any Missouri county, approved registered bonds of any Missouri school district or special road district, bonds of any state, obligations of Federal banks, bonds of any political subdivision established under the provisions of Section 30, Article VI of the Constitution of Missouri, and tax anticipation notes issued by any first class county.

## DESCRIPTION OF FUNDS AND FUND TYPES

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The County, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. All of the funds of the County can be divided into three categories: governmental funds, fiduciary funds, and proprietary funds.

### Governmental Fund Types

**Governmental funds** - refer to all funds other than proprietary and fiduciary funds.

Governmental funds are those through which most governmental functions of the County are financed. The General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds are the types of funds referred to as governmental funds. The County adopts an annual appropriated budget for all of its governmental funds.

The County reports the following four major governmental funds:

**General Fund (Major)** – The General Fund is the principal operating fund of the County and accounts for all financial transactions not accounted for in other funds.

**Road and Bridge Fund (Major)** - The Road and Bridge Fund is a Special Revenue Fund used to account for public works activities for the operations and maintenance of the County highways and bridges.

**Law Enforcement Sales Tax Fund (Major)** - The Law Enforcement Sales Tax Fund is a Special Revenue Fund used to account for revenues used solely for providing law enforcement services.

**Capital Projects Fund (Major)** -The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities. In the County's budget, the Building Fund and Capital Improvements Fund for the Sheriff's department are budgeted separately. In the County's CAFR, the Building Fund and Capital Improvements Fund for the Sheriff's department are reported under the Capital Projects Fund.

**Special Revenue Funds** are used to account for the proceeds of specific revenue sources (other than special assessment, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes. The County reports the following non-major governmental funds which are special revenue funds:

**Assessment** – This fund accounts for the activities of the assessor's department.

**Community Development** – This fund is established for the Various Community Development Block programs and other economic development projects.

**Law Enforcement Training** – This fund is used to account for revenues which are used for law enforcement training.

**Records Preservation** – This fund is used to account for fees collected for preservation of the recorder's records.

**Domestic Violence** - This Fund is used to account for fees collected to provide shelter for victims of domestic violence.

**Health Department Fund** – This fund accounts for the activities of the health department.

**Family Access** – This fund is used to account for fees collected to defray the costs associated with family access motions.

**Prosecuting Attorney Bad Check** – This fund is used to account for fees collected for bad checks received by the prosecuting attorney's office.

**Collector's Tax Maintenance** – This fund is used to account for fees collected for purchases of supplies and equipment or any other collector's office expenses.

**Sheriff's Revolving Fund** – This fund is used to account for fees collected for processing applications and renewals for certificates of qualification for concealed carry endorsements.

**Election Services** – This fund is used to account for fees collected for purchases of supplies and equipment and training to improve conduction of elections.

**HAVA** – This fund was established by law when the Help America Vote Act was enacted by the Federal Government after the 2000 Presidential Election. The Federal Government provided grant funds to purchase new voting equipment.

**Election Equipment Replacement Fund** – This fund is used to account for fees collected from equipment leases. Fees collected are used for the purchase of replacement election equipment.

**Inmate Security** – This fund is used to account for fees collected for purchases of supplies and equipment to enforce the security of inmates.

**Franklin County Law Enforcement Restitution Fund** – This fund is used to account for the court-ordered restitution of up to \$300 for any offense with the exception of the charges of speeding, careless and imprudent driving, any charge of violating a traffic control signal or sign or any charge which is a class C misdemeanor or an infraction.

**County-wide 911 System Fund** – This fund is a Special Revenue Fund used to account for revenues which are used for 911 emergency telephone services.

**Municipal Court Fund** – This court was established by the County to handle matters such as traffic violations on county roads and planning and zoning violations.

**Fiduciary Funds** – are used to account for assets held by the County in a trustee capacity or as an agent for individuals, private organizations or other governmental units. Fiduciary funds are not reported in the annual budget because the resources of those funds are not available to support the County’s own programs. The County reports the following fiduciary fund type in its CAFR:

**Agency Funds** are used to account for assets held by the County as an agent for other County funds, individuals, private organization, or other governments. The County’s Agency Funds include Treasurer, Collector, Sheriff, County Clerk, Prosecuting Attorney, Recorder of Deeds, Criminal Activity Forfeiture Act, Building Department, and Sheriff Commissary.

**Proprietary Funds** - are used to account for operations that are financed and operated in a manner similar to private business enterprises. The County reports the following proprietary fund type:

**Enterprise Funds** account for operations that provide a service to citizens, financed primarily by a user charge for the provision of that service, and activities where the periodic measurement of net income is deemed appropriate for capital maintenance, public policy, management control, accountability or other purposes. The County has the following major proprietary fund type which is an enterprise fund:

**Brush Creek Sewer District Fund** – The Brush Creek Sewer District Fund is an Enterprise Fund that is a blended component unit of the County used to account for revenues and expenses of the Brush Creek Sewer District.

## **BASIS OF ACCOUNTING AND BUDGETING**

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported. Basis of accounting relates to the *timing* of the measurements made, regardless of the measurement focus applied.

Franklin County uses a different basis of accounting for budgeting purposes than for financial reporting purposes. This is a common practice among governmental entities. In governmental entities, budgets represent legal spending limits and the basis of accounting used for budgeting purposes must therefore account for all commitments and obligations authorized against the legal appropriations, even if no measurable liabilities have arisen from such commitments and obligations, and it must measure the degree of compliance with the legally-adopted budget.

The basis of accounting used for financial reporting and budgeting purposes are described below.

**Basis of Accounting used for Financial Reporting Purposes** – Franklin County complies with all requirements of Generally Accepted Accounting Principles (GAAP) as prescribed by the Governmental Accounting Standards Board (GASB). As a result, the County’s Comprehensive Annual Financial Report (CAFR) includes financial statements prepared on two different bases of accounting: the *government-wide statements*, prepared on the full-accrual basis of accounting, and the *governmental fund financial statements*, prepared on the modified accrual basis of accounting.

The **government-wide financial statements** report information about the County as a whole. These statements provide both long-term and short-term information about the County’s overall financial condition. The government-wide financial statements, as well as the proprietary fund and fiduciary fund financial statements are prepared using the economic resources measurement focus and the full- accrual basis of accounting. Revenues are recorded

when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

**Governmental funds financial statements** are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be measurable and available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the County considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences and claims and judgments are recorded only when payment is due. Also, the liability to other districts is not recorded until money is received.

Property taxes, intergovernmental revenues, and investment income associated with the current fiscal period are all considered to be susceptible to accrual and so are recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the County.

For full disclosure of the County’s accounting policies, please refer to the County’s Comprehensive Annual Financial Report.

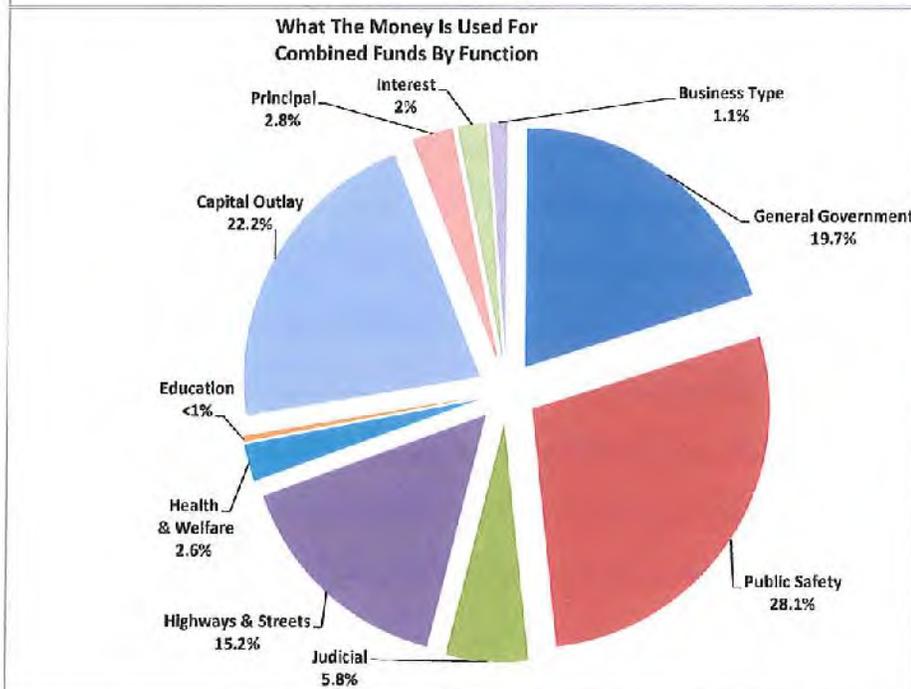
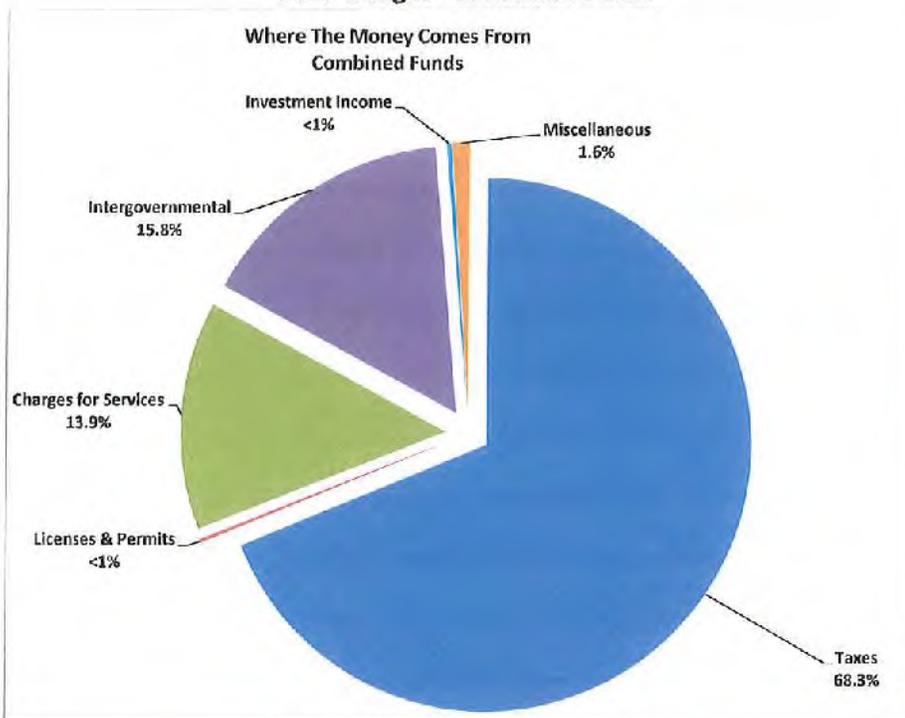
**Basis of Accounting used for Budgeting Purposes** – The primary focus of the basis of accounting used for budgetary purposes is to measure the degree of compliance with legally-adopted spending limits. In doing so, the budgetary basis of accounting identifies resources available to the County to provide services for the current fiscal year as well as all expenditures that will be required during the fiscal year. As a result, the budgetary basis of accounting includes encumbrances (purchase orders, contracts, and other commitments) as the equivalent of expenditures. These items would not be recognized or reported as expenditures for financial reporting purposes; instead, they would be reported as reservations of fund balance.

For the enterprise fund, full accrual basis of budgeting is used because the County budgets depreciation expense in this fund.

# FINANCIAL SUMMARIES



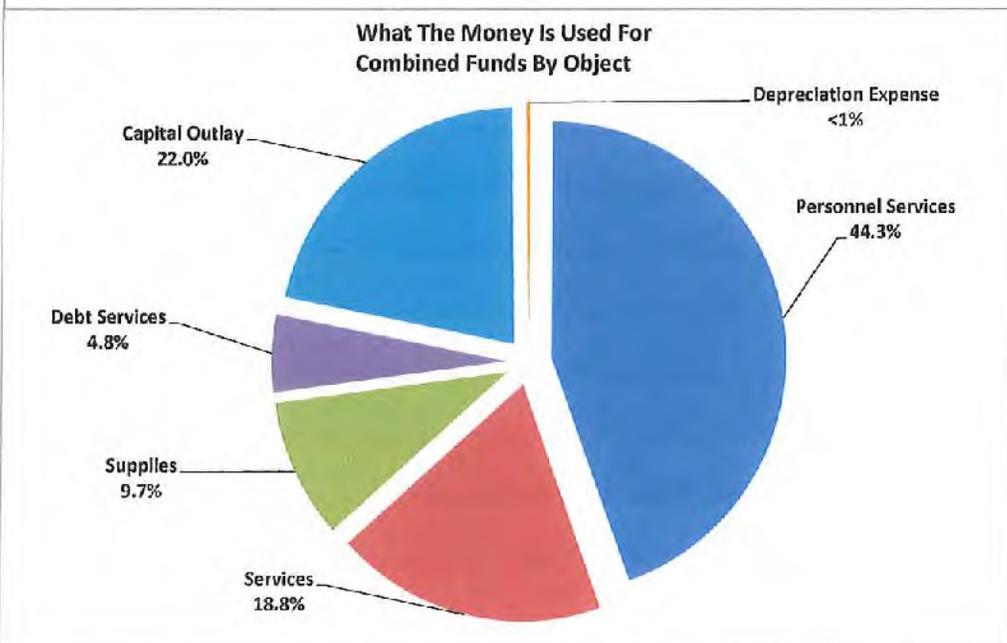
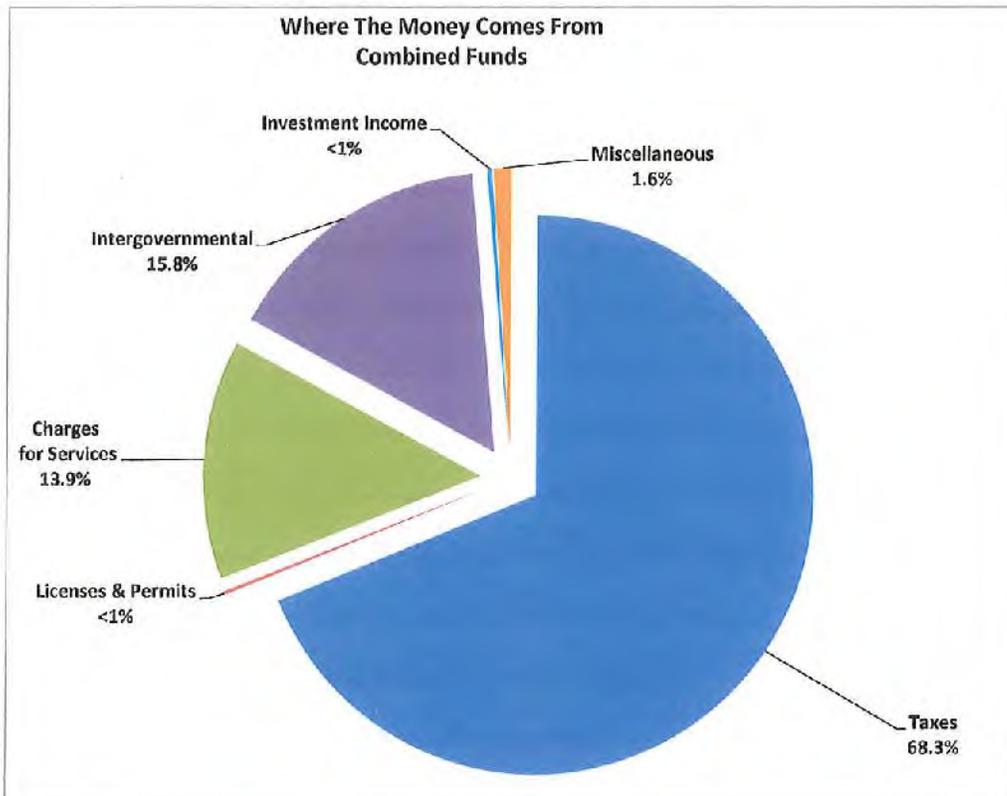
**FINANCIAL SUMMARIES**  
**2017 Budget - Combined Funds**



<b>Where The Money Comes From</b>	
Taxes	\$ 27,176,739
Licenses & Permits	80,955
Charges for Services	5,534,457
Intergovernmental	6,272,760
Investment Income	116,795
Miscellaneous	626,150
	<u>\$ 39,807,856</u>

<b>What The Money Is Used For</b>	
General Government	\$10,321,082
Public Safety	14,693,854
Judicial	3,047,779
Highways & Streets	7,970,603
Health & Welfare	1,360,338
Education	195,751
Capital Outlay	11,585,257
Principal	1,465,000
Interest	1,031,120
Business Type	596,394
	<u>\$52,267,178</u>

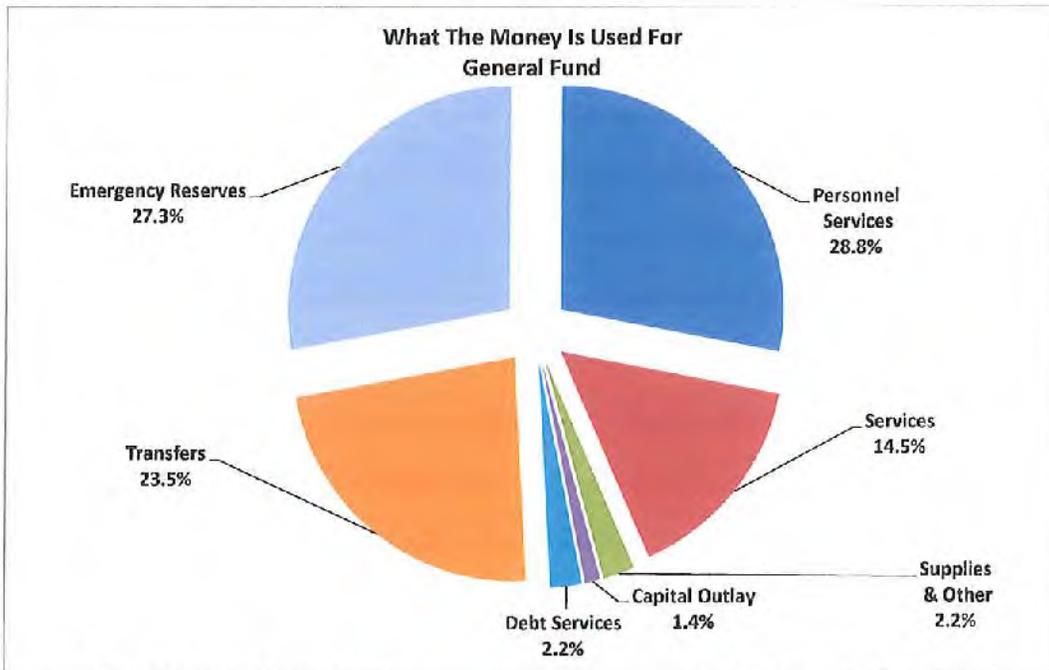
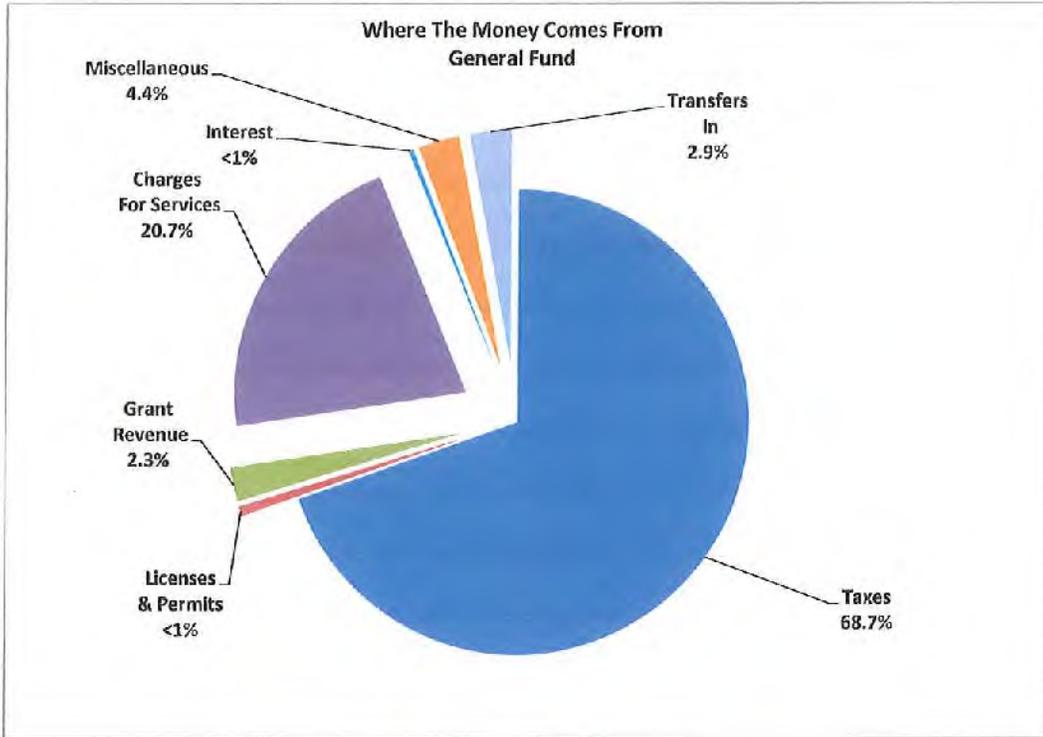
## FINANCIAL SUMMARIES 2017 Budget - Combined Funds



Where The Money Comes From	
Taxes	\$ 27,176,739
Licenses & Permits	80,955
Charges for Services	5,534,457
Intergovernmental	6,272,760
Investment Income	116,795
Miscellaneous	626,150
	\$ 39,807,856

What The Money Is Used For	
Personnel Services	\$23,150,126
Services	9,831,353
Supplies	5,050,879
Debt Services	2,496,120
Capital Outlay	11,610,257
Depreciation Expense	128,443
	\$ 52,267,178

**FINANCIAL SUMMARIES**  
**2017 Budget - General Fund (Major Fund)**



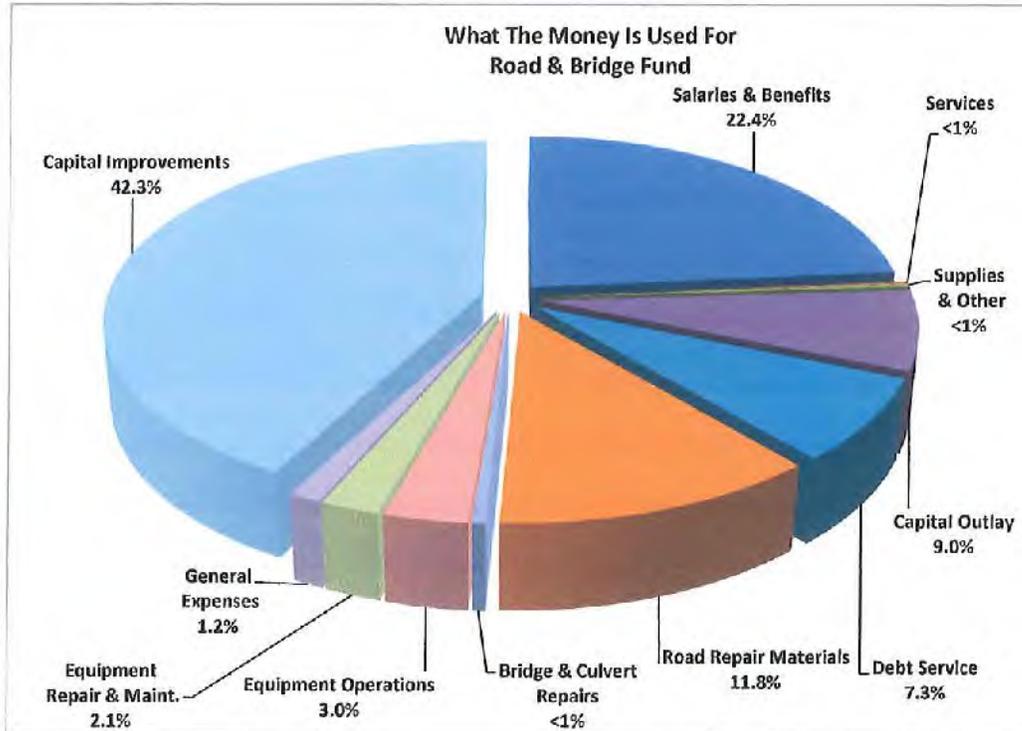
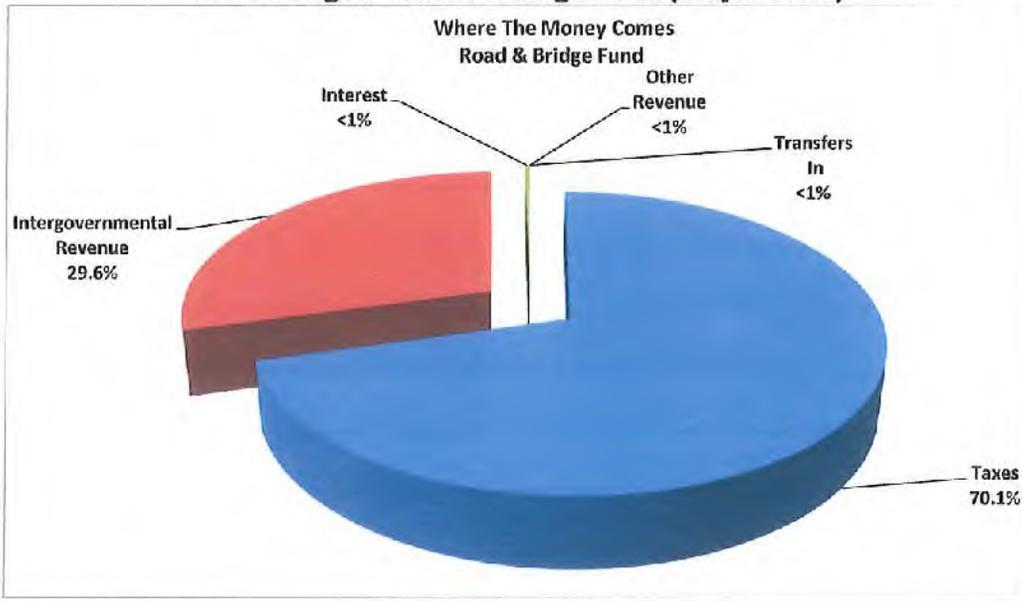
**Where The Money Comes From**

Taxes	\$ 8,678,676
Licenses & Permits	80,955
Grant Revenue	293,590
Charges for Services	2,614,535
Interest	42,000
Miscellaneous	556,050
Transfers In	366,253
	<u>\$12,632,059</u>

**What The Money Is Used For**

Personnel Services	\$ 5,782,982
Services	2,910,205
Supplies & Other	434,584
Capital Outlay	285,290
Debt Services	449,300
Transfers	4,663,203
Emergency Reserves	5,526,651
	<u>\$ 20,052,215</u>

**FINANCIAL SUMMARIES**  
**2017 Budget - Road & Bridge Fund (Major Fund)**

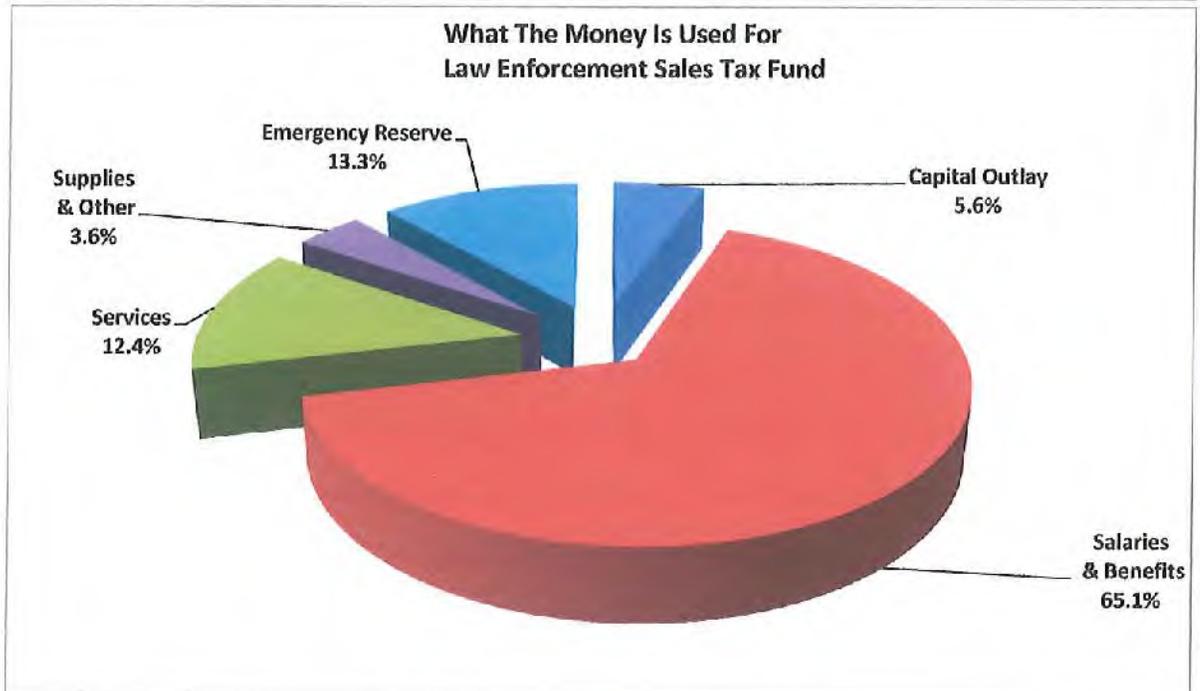
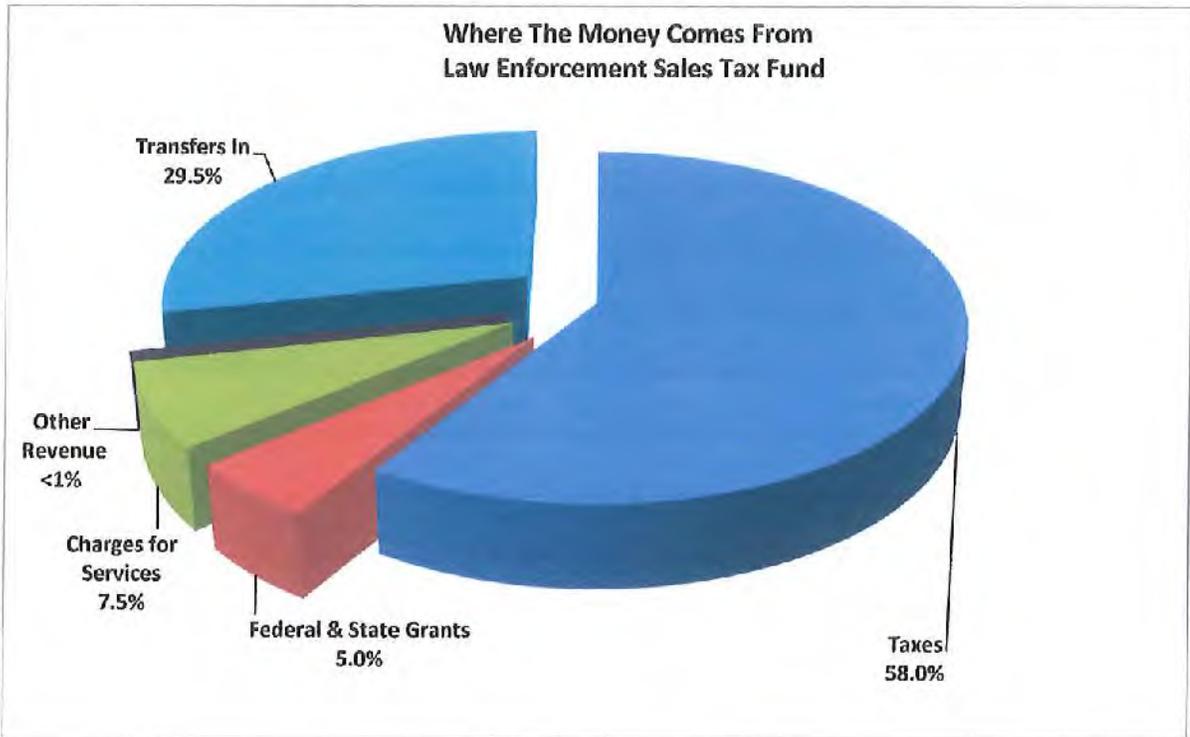


Where The Money Comes From	
Taxes	\$ 10,728,063
Intergovernmental	4,524,000
Interest	47,600
Other Revenue	0
Transfers In	5,000
	<u>\$ 15,304,663</u>

What The Money Is Used For	
Salaries & Benefits	\$ 4,310,530
Services	22,450
Supplies & Other	57,325
Capital Outlay	1,736,000
Debt Service	1,397,770
Road Repair Materials	2,265,000
Bridge & Culvert Repairs	90,000
Equipment Operations	586,000
Equipment Repair & Maint.	410,000
General Expenses	229,298
Capital Improvements	8,127,000
	<u>\$ 19,231,373</u>

## FINANCIAL SUMMARIES

### 2017 Budget - Law Enforcement Sales Tax Fund (Major Fund)



Where The Money Comes From	
Taxes	\$ 6,300,000
Federal & State Grants	545,172
Charges For Services	816,300
Other Revenue	1,000
Transfers In	3,203,322
	<b>\$ 10,865,794</b>

What The Money Is Used For	
Capital Outlay	\$ 786,350
Salaries & Benefits	9,218,464
Services	1,750,350
Supplies & Other	510,925
Emergency Reserve	1,878,384
	<b>\$ 14,144,473</b>

**FRANKLIN COUNTY, MISSOURI  
MAJOR REVENUE SOURCES - TAXES  
LAST TEN FISCAL YEARS**

	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
	Budgeted	Budgeted								
<b>Property Taxes (All Types)</b>										
General Fund	2,520,140	2,442,521	2,467,701	2,915,688	2,880,967	2,724,432	2,822,085	2,813,620	2,186,811	2,449,275
Road and Bridge Fund	2,369,763	2,562,514	2,562,112	2,624,161	2,551,613	2,481,828	2,495,267	2,499,510	2,695,760	2,242,245
 Total Property Taxes Revenues	<u>\$ 4,889,903</u>	<u>\$ 5,005,035</u>	<u>\$ 5,029,813</u>	<u>\$ 5,539,849</u>	<u>\$ 5,432,580</u>	<u>\$ 5,206,260</u>	<u>\$ 5,317,352</u>	<u>\$ 5,313,130</u>	<u>\$ 4,882,571</u>	<u>\$ 4,691,520</u>
 <b>Sales and Use Tax</b>										
General Fund	6,300,000	5,800,000	5,918,254	5,620,527	5,211,620	5,098,666	4,993,841	4,964,148	4,896,273	5,154,267
Road and Bridge Fund	6,300,000	5,800,000	6,066,071	5,751,766	5,321,450	5,215,873	5,097,397	5,034,408	4,973,042	5,276,727
Law enforcement sales tax	6,300,000	5,800,000	6,051,860	5,735,603	5,292,330	5,202,611	5,084,434	5,020,499	4,956,172	5,278,715
 Total Sales Taxes Revenues	<u>\$ 18,900,000</u>	<u>\$ 17,400,000</u>	<u>\$ 18,036,185</u>	<u>\$ 17,107,896</u>	<u>\$ 15,825,400</u>	<u>\$ 15,517,150</u>	<u>\$ 15,175,672</u>	<u>\$ 15,019,055</u>	<u>\$ 14,825,487</u>	<u>\$ 15,709,709</u>

**FRANKLIN COUNTY, MISSOURI  
COMBINED FUNDS - REVENUES BY SOURCE  
LAST TEN FISCAL YEARS**

	For The Years Ended December 31		Licenses And Charges For Intergovern- Investment					Miscellaneous	Total
			Taxes	Permits	Services	mental	Income		
	2017	Budgeted	\$ 27,176,739	\$ 80,955	\$ 5,534,457	\$ 6,272,760	\$ 116,795	\$ 626,150	39,807,856
	2016	Budgeted	25,749,525	80,863	5,543,252	5,630,679	93,438	426,795	37,524,552
	2015		26,318,725	83,297	5,576,742	2,460,559	95,873	563,784	35,098,980
	2014		25,827,516	80,566	5,436,377	2,044,544	96,300	835,147	34,320,450
	2013		24,488,012	75,801	5,921,847	3,724,366	144,553	687,621	35,042,200
	2012		23,962,798	78,190	5,365,524	4,422,947	190,077	798,971	34,818,507
	2011		23,888,703	77,626	5,253,299	3,772,445	173,616	527,323	33,693,012
	2010		22,712,364	77,397	5,514,376	3,156,987	185,107	702,522	32,348,753
	2009		22,083,244	74,814	5,594,977	3,033,951	263,332	396,425	31,446,743
	2008		22,761,881	76,204	5,259,018	3,165,888	916,954	538,202	32,718,147

**FRANKLIN COUNTY, MISSOURI  
COMBINED FUNDS - EXPENDITURES BY FUNCTION  
LAST TEN FISCAL YEARS**

For The Years Ended December 31	General Government	Public Safety	Judicial	Highway and Streets	Health and Welfare	Education	Capital Outlay	Principal	Interest	Bond Issuance Cost	Refunding Escrow	Sub-Total	Enterprise Fund	Total
2017 - Budgeted	\$ 10,321,082	\$ 14,639,865	\$ 3,047,779	\$ 7,970,603	\$ 1,358,130	\$ 195,751	\$ 11,476,127	\$ 1,465,000	\$ 1,031,120	-	-	\$ 51,505,457	\$ 596,394	\$ 52,101,851
2016 - Budgeted	10,464,150	13,281,336	2,856,891	8,074,816	920,587	195,047	8,898,784	1,440,000	1,054,736	-	-	47,186,347	800,623	47,986,970
2015	6,100,461	11,425,308	2,487,673	6,542,479	1,031,000	194,047	2,754,675	1,518,512	1,084,513	-	-	33,138,668	418,294	33,556,962
2014	5,794,672	10,473,541	2,392,065	7,782,919	978,324	181,123	2,360,928	1,747,077	1,100,235	-	-	32,810,884	550,643	33,361,527
2013	6,075,156	10,142,081	2,366,174	7,282,659	963,684	178,886	5,597,934	969,895	1,149,538	-	-	34,726,007	507,693	35,233,700
2012	6,411,461	10,094,509	2,483,072	7,175,458	965,519	183,381	6,226,426	421,896	1,546,067	852,033	1,173,058	37,532,880	280,463	37,813,343
2011	5,763,075	10,191,470	2,457,668	7,529,942	1,035,942	182,169	6,352,171	378,578	1,683,667	-	-	35,574,682	490,350	36,065,032
2010	5,842,272	9,729,881	2,414,136	6,661,827	967,607	181,972	9,257,333	346,069	1,693,417	-	-	37,094,514	490,492	37,585,006
2009	5,915,543	9,746,445	2,459,637	6,697,614	902,543	181,970	8,153,184	270,000	1,709,255	-	-	36,036,191	532,878	36,569,069
2008	5,898,413	9,363,961	2,443,721	6,595,944	1,000,888	181,586	14,270,400	180,001	886,668	382,200	-	41,203,782	333,887	41,537,669

# FUND STATEMENTS



**FRANKLIN COUNTY, MISSOURI  
COMBINED FUNDS  
STATEMENT OF PROJECTED REVENUES, APPROPRIATIONS AND CHANGES IN ESTIMATED FUND BALANCES  
2017- ALL FUNDS**

	General Fund	Road & Bridge Fund	Law Enforcement Sales Tax Trust	Capital Improvements Fund (Sheriff)	Building Fund	Emergency Fund	Assessment Fund	Community Development Fund	Law Enforcement Training Fund	Family Court Fund	Inmate Security Fund	HAVA Services Fund
<b>Beginning Fund Balance - estimated</b>	7,420,156	6,168,398	3,278,679	1,463,219	2,807,362	3,020,278	747,100 *	461,242 **	33,019	16,805	181,740	94,071
<b>Projected Revenues</b>	12,265,806	15,299,663	7,662,472	2,000	79,050	6,600	900,042	2,640	41,330	26,100	35,300	205
<b>Operating Expenditures</b>	(9,862,361)	(19,231,373)	(12,266,089)	(75,000)	(575,150)	(3,026,878)	(1,039,096)	(377,077)	(30,000)	(101,450)	(130,000)	0
<b>Difference: Revenue to Expenditures</b>	2,403,445	(3,931,710)	(4,603,617)	(73,000)	(496,100)	(3,020,278)	(139,054)	(374,437)	11,330	(75,350)	(94,700)	205
<b>Interfund Transfers In (Out)</b>												
Transfers In	366,253	5,000	3,203,322	0	0	0	9,881	0	0	70,000	0	0
Transfers Out	(4,663,203)	0	0	0	0	0	0	0	0	0	0	(94,000)
Net Transfers In (Out)	(4,296,950)	5,000	3,203,322	0	0	0	9,881	0	0	70,000	0	(94,000)
<b>Ending Fund Balance</b>	5,526,651	2,241,688	1,878,384	1,390,219	2,311,262	0	617,927	86,805	44,349	11,455	47,040	276
<b>Percent Change in Fund Balance</b>	-25.52%	-63.66%	-42.71%	-4.99%	-17.67%	-100.00%	-17.29%	-81.18%	34.31%	-31.84%	-74.12%	-99.71%
<b>Dollar Change in Fund Balance</b>	(1,893,505)	(3,926,710)	(1,400,295)	(73,000)	(496,100)	(3,020,278)	(129,173)	(374,437)	11,330	(5,350)	(94,700)	(93,795)

\* \$17,928 is nonspendable  
\*\* \$40,124 is nonspendable

Continued

**FRANKLIN COUNTY, MISSOURI  
COMBINED FUNDS  
STATEMENT OF PROJECTED REVENUES, APPROPRIATIONS AND CHANGES IN ESTIMATED FUND BALANCES  
2017 - ALL FUNDS**

	Collector's Tax Maintenance Fund	County Wide 911 Fund	Prosecuting Attorney Training	Election Services Fund	Domestic Violence Fund	Records Preservation Fund	Prosecuting Attorney Administrative Handling Cost Fund	Municipal Court Fund	Sheriff Revolving Fund	Health Department Fund	Franklin County Law Enforcement Restitution Fund	Election Equipment Replacement Fund
<b>Beginning Fund Balance - estimated</b>	46,427	642,305	1,842	90,828	701	177,560	8,768	38,997	492,668	539,471	150	0
<b>Projected Revenues</b>	180,285	1,096,050	5,005	6,700	3,155	60,150	10,030	512,350	161,000	894,056	50,050	18,600
<b>Operating Expenditures</b>	(135,800)	(2,887,627)	(6,847)	(93,328)	(3,856)	(237,000)	(2,000)	(162,294)	(274,687)	(1,069,871)	(50,000)	(33,000)
<b>Difference: Revenue to Expenditures</b>	44,485	(1,791,577)	(1,842)	(86,628)	(701)	(176,850)	8,030	350,056	(113,687)	(175,815)	50	(14,400)
<b>Interfund Transfers In (Out)</b>												
Transfers In	0	1,400,000	0	0	0	0	0	0	0	0	0	94,000
Transfers Out	0	0	0	(4,200)	0	0	(8,000)	(379,053)	0	0	0	0
Net Transfers In (Out)	0	1,400,000	0	(4,200)	0	0	(8,000)	(379,053)	0	0	0	94,000
<b>Ending Fund Balance</b>	90,912	250,728	0	0	0	710	8,798	10,000	378,981	363,655	200	79,600
<b>Percent Change in Fund Balance</b>	95.82%	-60.96%	-100.02%	-100.00%	-100.04%	-99.60%	0.34%	-74.36%	-23.08%	-32.59%	0	*
<b>Dollar Change in Fund Balance</b>	44,485	(391,576)	(1,842)	(90,828)	(701)	(176,850)	30	(28,997)	(113,687)	(175,814)	50	79,600

*Continued*

FRANKLIN COUNTY, MISSOURI  
 COMBINED FUNDS  
 STATEMENT OF PROJECTED REVENUES, APPROPRIATIONS AND CHANGES IN ESTIMATED FUND BALANCES  
 2017 - ALL FUNDS

	Total Governmental Funds	Enterprise Fund Brush Creek Sewer	Grand Total
Beginning Fund Balance - estimated	27,699,157	2,459,232	30,158,389 **
Projected Revenues	39,318,639	489,217	39,807,856
Operating Expenditures	(51,670,785)	(596,394)	(52,267,179)
Difference: Revenue to Expenditures	(12,352,146)	(107,177)	(12,459,323)
Interfund Transfers In (Out)			
Transfers In	5,148,456	0	5,148,456
Transfers Out	(5,148,456)	0	(5,148,456)
Net Transfers In (Out)	<u>0</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	15,347,011	2,352,055	17,699,066
Percent Change in Fund Balance	-44.59%	-4.36%	-41.31%
Dollar Change in Fund Balance	(12,352,146)	(107,177)	(12,459,323)

The chart above depicts the estimated budgeted fund balance at January 1, 2017, the budgeted revenues and expenditures for FY 2017 and the projected ending fund balance at December 31, 2017. \*\* \$17,928 of the Assessment Beginning fund balance is nonspendable and \$40,124 of the Community Development beginning fund balance is nonspendable for a total of \$58,052 in nonspendable funds. Please see the following page for an explanation of changes in fund balance greater than 10%.

## EXPLANATION OF CHANGES IN FUND BALANCE

### **General Fund:**

Projected revenues exceed projected operating expenses by \$2,403,445. However, net transfers in/out were (\$4,296,950). Therefore, the transfers out have resulted in the decrease in fund balance.

### **Road and Bridge Fund:**

Projected expenditures exceed projected revenues by \$3,931,710 resulting in the need to use beginning fund balance. The 2017 budget for capital improvements has been increased to \$8,113,000, which is up from \$5,920,000 in 2016.

### **Law Enforcement Sales Tax Trust:**

Projected operating expenses exceed projected revenue by \$4,603,617. This is offset by transfers from the general fund of \$3,178,322 and the municipal court fund of \$25,000. This results in a decline in fund balance of \$1,400,295. The Sheriff's Office employs over 100 employees; therefore, personnel services greatly impacts this budget.

### **Building Fund:**

The \$496,100 decline in fund balance is due to debt service payments. As the amount of debt service payments exceed the amount of revenue each year, the fund balance will continue to decline.

### **Emergency Fund:**

The decline in fund balance is due to all estimated available funds being appropriated. The County does not anticipate spending the \$3,026,878 budgeted for contractual services. This is budgeted for emergency purposes.

### **Assessment Fund:**

Expenditures are projected to be \$139,054 over revenue for 2017. This results in the need to use beginning fund balance and a decline in ending fund balance.

### **Community Development Fund:**

The decline in fund balance is due mainly to the \$375,827 budgeted for loans granted.

### **Law Enforcement Training Fund:**

Projected revenue is budgeted at \$41,330 while training is budgeted at \$30,000, resulting in an increase in fund balance.

### **Family Court Fund:**

The fluctuation in fund balance is dependent upon the amount transferred from the General Fund. The County is required to supplement this fund under the state statute covering Maintenance of Effort funding.

### **Inmate Security Fund:**

Projected revenue is budgeted at \$35,300 while \$130,000 is budgeted for expenditures relating to inmate security, thus resulting in a decrease of fund balance.

### **HAVA Services Fund:**

Revenue is estimated at \$205. \$94,000 is budgeted to be transferred to the newly-created Election Equipment Replacement fund. This will leave an estimated \$276 fund balance.

**Election Equipment Replacement Fund:**

This is a newly-created fund for 2017.

**Collector's Tax Maintenance Fund:**

An increase in fund balance of \$44,485 is projected for 2017. In past years, the Collector has budgeted \$80,000 in transfers to the General Fund. There are no transfers budgeted for 2017.

**Sheriff's Revolving Fund:**

Revenues are projected to be \$113,687 less than expenditures for 2017. This is due to \$200,000 being budgeted under miscellaneous other expenses.

**County Wide 911 Fund:**

Expenditures are projected to exceed revenue by \$1,791,577 for the 2017 budget year. As the telephone tax on landlines continues to decline and the cost of operations increases, the fund balance will continue to decline. The General Fund is budgeted to transfer \$1,400,000 in support of 911 operations.

**Prosecuting Attorney Training Fund:**

The decline in fund balance is due to all estimated available funds being appropriated.

**Election Services Fund:**

The decline in fund balance is due to all estimated available funds being appropriated.

**Domestic Violence Fund:**

The decline in fund balance is due to all estimated available funds being appropriated to be dispersed to local shelters for victims of domestic violence.

**Health Department Fund:**

For the 2017 budget year, expenditures are projected to exceed revenue by \$175,815. While the majority of expenditures are covered by grants, this along with revenue generated from fees, is not enough to cover all operating expenditures.

**Records Preservation Fund:**

The decline in fund balance is due to nearly all estimated available funds being appropriated for services and equipment necessary for the preservation of records.

**Municipal Court Fund:**

The decline in fund balance is the result of the \$354,053 transfer out to the General Fund and the \$25,000 transfer out to the Law Enforcement Sales Tax Trust Fund.

**Brush Creek**

Projected revenue is \$489,217 while estimated expenses are \$596,394, resulting in a decrease in fund balance of \$107,177.

**CONSOLIDATED SUMMARY OF REVENUES AND EXPENDITURES - GOVERNMENTAL FUNDS**

	2015 Actual	2016 Adopted Budget	2016 Estimated Budget	2017 Proposed Budget
<b>Revenues</b>				
Taxes	\$ 26,318,725	25,749,525	27,196,015	27,176,739
Licenses and Permits	83,297	80,863	80,955	80,955
Charges for Services	5,576,742	5,107,877	5,227,571	5,045,735
Intergovernmental	2,460,559	5,630,679	3,458,383	6,272,760
Investment Income	95,873	93,263	119,046	116,300
Miscellaneous	563,784	426,795	579,466	626,149
<b>Total Revenues</b>	<u>35,098,980</u>	<u>37,089,002</u>	<u>36,661,436</u>	<u>39,318,638</u>
<b>Expenditures</b>				
General Government	6,100,461	10,464,150	6,704,846	10,321,082
Public Safety	11,425,308	13,004,359	11,640,880	14,693,854
Judicial	2,498,173	2,856,891	2,752,290	3,047,779
Highways and Streets	6,542,479	8,074,816	7,685,142	7,970,603
Health and Welfare	1,031,000	1,197,564	1,122,674	1,360,338
Education	194,047	195,047	195,047	195,751
Capital Outlay	2,754,675	8,898,784	5,453,282	11,585,257
Debt Service:				
Principal	1,518,512	1,440,000	1,440,000	1,465,000
Interest	1,084,513	1,054,736	1,054,736	1,031,120
<b>Total Expenditures</b>	<u>33,149,168</u>	<u>47,186,347</u>	<u>38,048,897</u>	<u>51,670,784</u>
<b>Revenue Over (Under) Expenditures</b>	1,949,812	(10,097,345)	(1,387,461)	(12,352,146)
<b>Other Financing Sources (Uses)</b>				
Sale of Capital Assets	19,875	50,000	925	0
Issuance of Capital Lease	67,727	0	0	0
Transfers In	4,670,809	4,040,713	4,010,713	5,148,456
Transfers Out	(4,670,809)	(4,090,713)	(4,010,713)	(5,148,456)
<b>Total Other Financing Sources (Uses)</b>	<u>87,602</u>	<u>0</u>	<u>925</u>	<u>0</u>
<b>Net Changes in Fund Balance</b>	2,037,414	(10,097,345)	(1,386,536)	(12,352,146)
Fund Balance, January 1	<u>27,048,279</u>	<u>27,459,532</u>	<u>29,085,693</u>	<u>27,699,157</u>
Fund Balance, December 31	<u>\$ 29,085,693</u>	<u>17,362,187</u>	<u>27,699,157</u>	<u>15,347,011</u>

**CONSOLIDATED SUMMARY OF REVENUES AND EXPENDITURES - ENTERPRISE FUND**

	<b>2015 Actual</b>	<b>2016 Proposed Budget</b>	<b>2016 Estimated Budget</b>	<b>2017 Proposed Budget</b>
<b>Revenues</b>				
Charges for Services	\$ 436,344	\$ 435,375	\$ 435,375	\$ 488,722
Investment Income	184	175	400	495
<b>Total Revenues</b>	<u>436,528</u>	<u>435,550</u>	<u>435,775</u>	<u>489,217</u>
<b>Expenditures</b>				
Services	143,399	439,900	249,839	214,893
Supplies and Other	10,905	15,500	5,500	10,278
Capital Outlay	0	180,000	180,000	25,000
Debt Service:				
Principal	0	72,500	72,500	72,500
Interest	135,550	165,000	165,000	145,280
Depreciation Expense	128,443	128,443	128,443	128,443
<b>Total Expenditures</b>	<u>418,297</u>	<u>1,001,343</u>	<u>801,282</u>	<u>596,394</u>
<b>Revenue Over (Under) Expenditures</b>	18,231	(565,793)	(365,507)	(107,177)
<b>Other Financing Sources (Uses)</b>				
Loan Revenue	0	155,000	155,000	0
Transfers In	0	50,000	0	0
Transfers Out	0	0	0	0
<b>Total Other Financing Sources (Uses)</b>	<u>0</u>	<u>205,000</u>	<u>155,000</u>	<u>0</u>
<b>Net Changes in Fund Balance</b>	18,231	(360,793)	(210,507)	(107,177)
Net Position, January	2,651,508	2,525,771	2,669,739	2,459,232
Net Position, December 31	<u>\$ 2,669,739</u>	<u>\$ 2,164,978</u>	<u>\$ 2,459,232</u>	<u>\$ 2,352,055</u>

**FRANKLIN COUNTY, MISSOURI  
BUDGET FOR FISCAL YEAR 2017  
SUMMARY**

	ESTIMATED FUND BALANCE JANUARY 1, 2017	PROJECTED REVENUE 2017	ESTIMATED FUNDS AVAILABLE 2017
GENERAL FUND	\$7,420,156	\$12,632,059	\$20,052,215
EMERGENCY FUND	3,020,278	6,600	3,026,878
ROAD & BRIDGE FUND	6,168,398	15,304,663	21,473,061
ASSESSMENT FUND	729,172	909,923	1,639,095
CAPITAL IMPROVEMENTS FUND (SHERIFF)	1,463,219	2,000	1,465,219
BUILDING FUND	2,807,362	79,050	2,886,412
COMMUNITY DEVELOPMENT FUND	421,118	2,640	423,758
HAVA ELECTION SERVICES FUND	94,071	205	94,276
ELECTION EQUIPMENT REPLACEMENT FUND	0	112,600	112,600
COUNTY LAW ENFORCEMENT TRAINING FUND	33,019	41,330	74,349
FAMILY COURT FUND	16,805	96,100	112,905
FR. CNTY. LAW ENFORCEMENT RESTITUTION FUND	150	50,050	50,200
LAW ENFORCEMENT SALES TAX TRUST	3,278,679	10,865,794	14,144,473
INMATE SECURITY FUND	181,740	35,300	217,040
COLLECTOR'S TAX MAINTENANCE FUND	46,427	180,285	226,712
SHERIFF REVOLVING FUND	492,668	161,000	653,668
COUNTY WIDE 911 FUND	642,305	2,496,050	3,138,355
PROSECUTING ATTORNEY TRAINING	1,842	5,005	6,847
ELECTION SERVICES FUND	90,828	6,700	97,528
DOMESTIC VIOLENCE FUND	701	3,155	3,856
HEALTH DEPARTMENT FUND	539,471	894,056	1,433,527
RECORDS PRESERVATION FUND	177,560	60,150	237,710
PROSECUTING ATTNY. ADMIN. HANDLING COST FUND	8,768	10,030	18,798
MUNICIPAL COURT	38,997	512,350	551,347
BRUSH CREEK SEWER FUND	2,459,232	489,217	2,948,449
TRANSFERS BETWEEN FUNDS	0	(5,148,456)	(5,148,456)
	<u>\$30,100,337</u>	<u>\$39,807,856</u>	<u>\$69,709,863</u>

**FRANKLIN COUNTY, MISSOURI  
BUDGET FOR FISCAL YEAR 2017  
SUMMARY CONTINUED**

	APPROPRIATED REGULAR OPERATIONS 2017	APPROPRIATED EMERGENCY RESERVE 2017	TOTAL APPROPRIATIONS 2017
GENERAL FUND	\$14,525,564	\$5,526,651	\$20,052,215
EMERGENCY FUND	3,026,878	0	3,026,878
ROAD & BRIDGE FUND	19,231,373	2,241,688	21,473,061
ASSESSMENT FUND	1,039,096	0	1,039,096
CAPITAL IMPROVEMENTS FUND (SHERIFF)	75,000	0	75,000
BUILDING FUND	575,150	0	575,150
COMMUNITY DEVELOPMENT FUND	377,077	0	377,077
HAVA ELECTION SERVICES FUND	94,000	0	94,000
ELECTION EQUIPMENT REPLACEMENT FUND	33,000	0	33,000
LAW ENFORCEMENT TRAINING FUND	30,000	0	30,000
FAMILY COURT FUND	101,450	0	101,450
FR. CNTY. LAW ENFORCEMENT RESTITUTION FUND	50,000	0	50,000
LAW ENFORCEMENT SALES TAX TRUST	12,266,089	1,878,384	14,144,473
INMATE SECURITY FUND	130,000	0	130,000
COLLECTOR'S TAX MAINTENANCE FUND	135,800	0	135,800
SHERIFF REVOLVING FUND	274,687	0	274,687
COUNTY WIDE 911	2,887,627	0	2,887,627
PROSECUTING ATTORNEY TRAINING	6,847	0	6,847
ELECTION SERVICES FUND	97,528	0	97,528
DOMESTIC VIOLENCE FUND	3,856	0	3,856
HEALTH DEPARTMENT FUND	1,069,871	0	1,069,871
RECORDS PRESERVATION FUND	237,000	0	237,000
PROSECUTING ATTN. ADMIN. HANDLING COST FUND	10,000	0	10,000
MUNICIPAL COURT FUND	541,347	0	541,347
BRUSH CREEK SEWER FUND	596,394	0	596,394
TRANSFERS BETWEEN FUNDS	(5,148,456)	0	(5,148,456)
	<u>\$52,267,178</u>	<u>\$9,646,724</u>	<u>\$61,913,902</u>

**TRANSFERS BETWEEN FUNDS**

NOTE: The county transfers money to special purpose funds to provide additional services generated by the activity. Transfers include the following:

GENERAL FUND TO LAW ENFORCEMENT FUND	\$3,178,322
GENERAL FUND TO FAMILY COURT FUND	70,000
GENERAL FUND TO ASSESSMENT	9,881
PA BAD CHECK FUND TO GENERAL FUND	8,000
ELECTION SERVICES TO GENERAL FUND	4,200
HAVA TO ELECTION EQUIPMENT REPLACEMENT FUND	94,000
COLLECTOR'S TAX MAINTENANCE FUND TO GENERAL FUND	0
RECORDS PRESERVATION FUND TO GENERAL FUND	0
GENERAL FUND TO ROAD AND BRIDGE FUND	5,000
GENERAL FUND TO HEALTH DEPARTMENT FUND	0
GENERAL FUND TO BRUSH CREEK	0
GENERAL FUND TO COUNTY 911	1,400,000
COUNTY 911 TO GENERAL FUND	0
MUNICIPAL COURT FUND TO LAW ENFORCEMENT FUND	25,000
MUNICIPAL COURT FUND TO GENERAL FUND	354,053
TOTAL FUNDS TRANSFERRED	<u>\$5,148,456</u>

Note: Used for internal purposes

# CAPITAL OUTLAY & CAPITAL IMPROVEMENTS PROJECTS



## CAPITAL EXPENDITURES

**Capital Outlay** – represents routine new and replacement capital outlay expenditures which are incorporated in the annual operating budgets.

**Capital Assets** – include land, right-of-way, permanent easements, machinery or equipment, buildings and infrastructure (roads, bridges, and similar items). They are defined by the County as assets with an initial cost of more than \$100 and an estimated useful life in excess of one year.

**Capital Improvement Projects** – The County’s infrastructure-related improvement projects are small-scale and are usually funded on a pay-as-you-go basis from the annual operating revenues in the Road and Bridge Fund. They are budgeted and accounted for within the Road and Bridge Operations annual operating budget. In 2007, the County started the “Pave the County” project and issued \$21,245,000 of certificates of participation to finance this project. This project was completed in 2012. Payments on the certificates of participation are budgeted annually in the Road and Bridge Operations budget. As it is more costly to maintain a paved road rather than a gravel road, the County anticipates increased costs in road maintenance as these paved roads age and begin to reach the end of their useful lives.

Large-scale capital improvement projects occur infrequently and consist primarily of facility-related projects and are budgeted and accounted for within one or more capital project funds. Projects of this nature typically require several years to complete and are financed with special revenues dedicated to the project or through purchases of certificates of participation.

In 2005, the County entered a major capital improvement program. All projects within this program were completed by the end of 2012. Certificates of participation were issued to help finance this program (see summary of long-term debt). Through this program, the County began construction on a new administration building in 2005 which was completed during 2007 at a cost of \$7,427,541. In 2007, the County began construction on a new judicial center which was completed in 2008 at a cost of \$8,225,869. Also, \$1,527,350 of funds was used to update the HVAC system at the adult detention facility during 2007. In 2010, renovation of the historic courthouse was completed for a total cost of \$3,336,777. Payments on these certificates of participation are budgeted annually in the General Fund Capital Improvements budget (Administration Building), Building Fund budget (Judicial Center) and the Sheriff’s Capital Improvement budget (HVAC Update). Due to this major capital improvement program, the County was able to realize lower maintenance costs. As these buildings age, maintenance and repair expenses are expected to increase.

In 2013, the renovation of the building which previously housed the Prosecuting Attorney was completed. This building was renovated to accommodate Health Services at a total cost of \$598,349. The County previously paid \$19,200 annually in rent for the former Health Services facility. This renovation project relieved the County of future rent payments. This project also provided for additional space which will allow for new services to be offered. The County has experienced lower maintenance and utility costs as a result of this project.

With the purchase of more fuel efficient vehicle and equipment purchases, the County will realize operational savings such as gas and oil savings. Due to the fact that repair expenses increase as equipment ages, replacing the equipment periodically lowers the expenses.

Some capital projects affect future operating budgets either positively or negatively by influencing maintenance costs or by providing capacity for new services to be offered. Such impacts vary widely from project to project and are evaluated individually during the process of assessing project feasibility. Non-operational financial impacts such as safety, appearance and functionality are also evaluated on a project by project basis.

On the next few pages is a detailed listing of capital items that are budgeted for 2017 shown with the following information:

- The fund responsible for the purchase
- The department responsible for the purchase
- Description of the capital asset
- Budgeted cost
- Total budgeted cost of capital assets to be purchased by each department
- Total capital assets to be purchased by all funds
- Budgetary impact

**THIS PAGE WAS INTENTIONALLY LEFT BLANK**

FRANKLIN COUNTY, MISSOURI  
CAPITAL ASSET DETAIL  
BY FUND AND DEPARTMENT  
2017

FRANKLIN COUNTY, MISSOURI  
CAPITAL ASSET DETAIL  
BY FUND AND DEPARTMENT  
2017

FUND	DEPARTMENT NAME	ASSET DESCRIPTION	IMPACT ON CURRENT BUDGET	IMPACT ON FUTURE BUDGETS
100 - General Fund	County Commission	Office Equipment Security Desk	\$ 1,000 9,130 \$ 10,130	Impact may consist of maintenance agreement, approximately \$500 annually. There is minimal to no impact on future budgets expected, less than \$100 yearly.
100 - General Fund	Treasurer	Multi-purpose Printer	\$ 1,000	Impact may consist of maintenance agreement, approximately \$500 annually.
100 - General Fund	Auditor	Replacement of (2) computers	\$ 2,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.
100 - General Fund	Circuit Court	Copiers, Fax Machines, Printers, Security Equipment, Cameras, X-ray Machines, Metal Detectors, etc.	\$ 77,000	Impact may consist of maintenance agreements and other repair. The annual security equipment maintenance agreement is estimated at \$5,000.
100 - General Fund	Drug Court	Scanner	\$ 900	There is minimal to no impact on future budgets expected, less than \$100 yearly.
100 - General Fund	Circuit Clerk	(6) Fujitsu FI 7160 FTR Gold System Computer Workstation to Support FTR (5) Laser Jet Pro 401 Printers Polycom Video Conferencing Equipment Other Equipment As Needed	\$ 5,070 8,000 1,800 1,500 7,000 630 \$ 24,000	There is minimal to no impact on future budgets expected, less than \$100 yearly. There is minimal to no impact on future budgets expected, less than \$100 yearly. There is minimal to no impact on future budgets expected, less than \$100 yearly. There is minimal to no impact on future budgets expected, less than \$100 yearly. There is minimal to no impact on future budgets expected, less than \$100 yearly. Impact on future budgets is unknown.
100 - General Fund	Prosecuting Attorney	(3) Desktop Computers (2) Desk Units Office/Desk Panels	3,100 2,700 1,500 \$ 7,300	There is minimal to no impact on future budgets expected, less than \$100 yearly. There is minimal to no impact on future budgets expected. There is minimal to no impact on future budgets expected.
100 - General Fund	Child Support	Various Office Equipment	\$ 850	There is minimal to no impact on future budgets expected, less than \$100 yearly.
100 - General Fund	Juvenile Office	Chairs iPads Office Equipment Upgrades	\$ 2,000 1,500 1,500 \$ 5,000	There is minimal to no impact on future budgets expected. There is minimal to no impact on future budgets expected, less than \$100 yearly. There is minimal to no impact on future budgets expected, less than \$100 yearly.
100 - General Fund	Public Administrator	(2) Legal Size File Cabinets	\$ 600	There is minimal to no impact on future budgets expected.

FRANKLIN COUNTY, MISSOURI  
 CAPITAL ASSET DETAIL  
 BY FUND AND DEPARTMENT  
 2017

FRANKLIN COUNTY, MISSOURI  
 CAPITAL ASSET DETAIL  
 BY FUND AND DEPARTMENT  
 2017

FUND	DEPARTMENT NAME	ASSET DESCRIPTION	IMPACT ON CURRENT BUDGET	IMPACT ON FUTURE BUDGETS
100 - General Fund	Recorder of Deeds	Receipt Printers	\$ 1,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.
		Scanner	1,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.
			<u>\$ 2,000</u>	
100 - General Fund	Building Department	Office Equipment	\$ 1,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.
		Pickup Truck	25,882	Impact will consist of lower maintenance while under warranty. Annual insurance is estimated to be approximately \$500.
			<u>\$ 26,882</u>	
100 - General Fund	Purchasing Department	(2) Computer Systems & (1) Printer	\$ 2,500	There is minimal to no impact on future budgets expected, less than \$100 yearly.
100 - General Fund	Voter Registration & Electons	Other Equipment	\$ 2,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.
100 - General Fund	Emergency Management	H5RT Equipment	\$ 12,000	Impact on future budgets is unknown. Depends upon equipment purchased.
		Computers, Scanners, Copiers	5,000	There is minimal to no impact on future budgets expected, less than \$500 yearly.
			<u>\$ 17,000</u>	
100 - General Fund	Local Emergency Planning	Broken Equipment Replacement As Needed	\$ 5,000	There is minimal to no impact on future budgets expected, less than \$500 yearly.
100 - General Fund	Information Technology	Office Equipment	\$ 3,000	Impact on future budgets is unknown. Depends upon equipment purchased.
		(8) Computers With Monitors	12,000	There is minimal to no impact on future budgets expected, less than \$500 yearly.
		Transceivers	3,000	There is minimal to no impact on future budgets expected, less than \$500 yearly.
		LTO-7 Drives	9,000	There is minimal to no impact on future budgets expected, less than \$500 yearly.
		Telephone System	60,628	Covered under a five-year maintenance agreement. Minimal impact on future budgets is expected.
			<u>\$ 87,628</u>	
100 - General Fund	Geographical Information	Various Other Equipment	\$ 3,500	Impact on future budgets is unknown. Depends upon equipment purchased.
100 - General Fund	Maintenance	Vacuum Cleaners	\$ 2,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.
		Lawn Equipment	3,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.
		Floor Equipment	5,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.
			<u>\$ 10,000</u>	

FRANKLIN COUNTY, MISSOURI  
 CAPITAL ASSET DETAIL  
 BY FUND AND DEPARTMENT  
 2017

FRANKLIN COUNTY, MISSOURI  
 CAPITAL ASSET DETAIL  
 BY FUND AND DEPARTMENT  
 2017

FUND	DEPARTMENT NAME	ASSET DESCRIPTION	IMPACT ON CURRENT BUDGET	IMPACT ON FUTURE BUDGETS
200 - Road & Bridge Fund	Road & Bridge Admin.	(2) 2-in-1 Tablet/Laptop	\$ 4,500	There is minimal to no impact on future budgets expected, less than \$100 yearly.
		Telephone Headsets	1,500	There is minimal to no impact on future budgets expected.
		Copier	10,000	Impact may consist of maintenance agreement, approximately \$500 annually.
		Consultant Fees	14,000	There is minimal to no impact on future budgets expected.
			<u>\$ 30,000</u>	
200 - Road & Bridge Fund	Road & Bridge Operations	Land	\$ 1,000	There is minimal to no impact on future budgets expected.
		Federal Bridge Land Aquisitions	65,000	There is minimal to no impact on future budgets expected.
		(2) Canopy Buildings	4,000	Impact on future budgets will consist of maintenance and insurance.
		Salt Storage Building	50,000	Impact on future budgets will consist of maintenance and insurance.
		Upgrade of Electric/Data - East Shop	40,000	There is minimal to no impact on future budgets expected.
		2 Post Lift	4,000	There is minimal to no impact on future budgets expected.
		Press	3,000	There is minimal to no impact on future budgets expected.
		(3) 1/2 Ton Regular Cab 4X4 Pickups	75,000	Impact will consist of lower maintenance while under warranty. Annual insurance is estimated to be approximately \$500 each.
		Distributor	190,000	Impact will consist of lower maintenance while under warranty. Annual insurance is estimated to be approximately \$1,000.
		Salt Brine Equipment	75,000	Impact will consist of lower maintenance while under warranty. Annual insurance is estimated to be approximately \$500.
		(2) Single Axle Dump Trucks	320,000	Impact will consist of lower maintenance while under warranty. Annual insurance is estimated to be approximately \$3,000.
		(2) Tandem Dump Trucks	370,000	Impact will consist of lower maintenance while under warranty. Annual insurance is estimated to be approximately \$3,000.
		Float Truck	130,000	Impact will consist of lower maintenance while under warranty. Annual insurance is estimated to be approximately \$1,000.
		Brush Hog	120,000	Impact will consist of lower maintenance while under warranty. Annual insurance is estimated to be approximately \$1,000.
		(2) Power Brooms	120,000	Impact will consist of lower maintenance while under warranty. Annual insurance is estimated to be approximately \$1,000.
		Tommy Lift for Tire Truck	3,500	Impact on future budgets will consist of maintenance and insurance. Annual insurance is estimated to be approximately \$200.
		1 Ton Truck w/Bed/Spreader/Plow	85,000	Impact will consist of lower maintenance while under warranty. Annual insurance is estimated to be approximately \$1,000.
		Snow Plow for Truck #30	5,000	Impact will consist of lower maintenance while under warranty. Annual insurance is estimated to be less than \$100.
		Highlift Bucket	5,500	There is minimal to no impact on future budgets expected.
		3/4 Ton 4X4 Extended Cab w/Utility Bed	40,000	Impact will consist of lower maintenance while under warranty. Annual insurance is estimated to be approximately \$500 each.

FRANKLIN COUNTY, MISSOURI  
 CAPITAL ASSET DETAIL  
 BY FUND AND DEPARTMENT  
 2017

FRANKLIN COUNTY, MISSOURI  
 CAPITAL ASSET DETAIL  
 BY FUND AND DEPARTMENT  
 2017

FUND	DEPARTMENT NAME	ASSET DESCRIPTION	IMPACT ON CURRENT BUDGET	IMPACT ON FUTURE BUDGETS	
200 - Road & Bridge Fund	Road & Bridge Operations	Air Compressor/Generator (Brush Crew)	1,000	There is minimal to no impact on future budgets expected.	
		Billy Goat Blower	3,000	There is minimal to no impact on future budgets expected.	
		(3) 2 in 1 Laptop/Tablets	5,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.	
		Web Based Fleet Management	5,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.	
		Hot Mix Overlays:			Impact on future budgets will consist of maintenance and repair expenses as the
		5t. Louis Rock Road (Contracted)	550,000	hot mix overlay surfaces reach the end of their useful lives. \$1,406,748 was spent	
		Osage (Materials Only)	38,000	on road repair materials in 2015 and \$2,454,500 was budgeted for 2016.	
		Goodes Mill (Materials Only)	65,000	The 2017 budgeted amount is \$2,265,000. Similar amounts are expected for	
		Country Club (Materials Only)	130,000	future budgets.	
		Weber Creek (Contracted)	220,000		
		5t. Alban's Road Treatment (Contracted)	35,000		
		Consultant Fees:			There is no impact on future budgets expected.
		West Casco Road	2,000		
		GIS Based Road Rating System	78,000		
		As Needed Surveying and Design	20,000		
		Project Road Repairs	25,000		
		Federal Bridge Projects:			Impact on budgets in the near future will consist of lower maintenance costs.
		Possum Hollow Bridge	100,000	However, as the bridges age, increased cost of maintenance is expected. The	
		Bend Road; Bridge Replacement	3,500,000	County spent \$17,602 on bridge and culvert repairs in 2015. The budgeted	
		Shawnee Ford; Bridge Replacement	1,400,000	amount for 2016 is \$35,000 and \$90,000 for 2017. Similar amounts are expected	
				for future budgets.	
		Federal Bridge Consultant Fees:			There is no impact on future budgets expected.
Bend Road Bridge	200,000				
Shawnee Ford Bridge	130,000				
Possum Hollow Bridge	125,000				
Fiddle Creek Bridge	100,000				
Ridge Road Bridge	100,000				
Franklin County Grant Program:					
By Commission Order, 5% of the capital improvement sales tax is reserved for this program. Franklin County communities may submit application for financial assistance for projects in July. Awards are granted in August.	700,000	In 2015, the County spent \$146,635 on this program. Impact on future budgets will vary depending upon which projects are completed within the allotted three-year time period. To provide for all potential project completions, \$450,000 was budgeted in 2016 and \$500,000 in 2017 for this program. Similar amounts are expected to be budgeted in the future.			

FRANKLIN COUNTY, MISSOURI  
 CAPITAL ASSET DETAIL  
 BY FUND AND DEPARTMENT  
 2017

FRANKLIN COUNTY, MISSOURI  
 CAPITAL ASSET DETAIL  
 BY FUND AND DEPARTMENT  
 2017

FUND	DEPARTMENT NAME	ASSET DESCRIPTION	IMPACT ON CURRENT BUDGET	IMPACT ON FUTURE BUDGETS	
200 - Road & Bridge Fund	Road & Bridge Operations	County Bridge Projects:			
		American Inn Culvert Replacement	80,000	There is no impact on future budgets expected.	
		Siegelhorst Culvert Replacement	30,000		
		Maupin Culvert Replacement	20,000		
		Oak Grove Church Culvert Replacement	20,000		
		Miscellaneous Capital Projects:			
		Miscellaneous	25,000		
		Project Road Repairs	75,000		
		Pottery Road - WSRD Agmt - County Share	120,000		
		County Bridge Consultant Fees:			
		Miscellaneous As Needed	20,000		
		Mill Hill Bridge Demolition	65,000		
		Little Indian Low Water Slab	20,000		
		Rock Hill Church Road Culvert	20,000		
Schoenberg Road Culvert	50,000				
Thin Deck Bridge Evaluations	50,000				
		<u>\$ 9,833,000</u>			
300 -Assessment Fund	Assessor - Real Estate	Computer Monitors & Towers	\$ 10,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.	
57S - Election Equipment Replacement Fund	Election Equipment Replacement	Election Equipment	\$ 32,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.	
610 - Family Services & Justice Fund	Juvenile Maintenance of Effort	Computer Equipment	\$ 1,500	There is minimal to no impact on future budgets expected, less than \$100 yearly.	
615 - Franklin County Law Enforcement Restitution Fund	Sheriff/Prosecuting Attorney	Other Equipment	\$ 25,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.	

FRANKLIN COUNTY, MISSOURI  
 CAPITAL ASSET DETAIL  
 BY FUND AND DEPARTMENT  
 2017

FRANKLIN COUNTY, MISSOURI  
 CAPITAL ASSET DETAIL  
 BY FUND AND DEPARTMENT  
 2017

FUND	DEPARTMENT NAME	ASSET DESCRIPTION	IMPACT ON CURRENT BUDGET	IMPACT ON FUTURE BUDGETS
620 - Law Enforcement Sales Tax Fund	Sheriff	Vehicles (Dept. 385)	\$ 405,000	Impact will consist of lower maintenance while under warranty. Annual insurance is estimated to be \$8,000.
		Vehicles (Dept. 020, Grant)	42,000	Impact will consist of lower maintenance while under warranty. Annual insurance is estimated to be \$1,200.
		Light Bars	10,000	Due to warranties, there is minimal to no impact on future budgets expected, less than \$100 yearly.
		SLR Cameras Road Cars	2,000	Due to warranties, there is minimal to no impact on future budgets expected, less than \$100 yearly.
		Cameras For Detective Bureau	8,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.
		Commercial Dryer for Jail	4,500	Due to warranties, there is minimal to no impact on future budgets expected, less than \$100 yearly.
		Car Video Cameras	43,000	While under warranty, there is little to no impact on future budgets expected. If feasible, out-of-warranty cameras are repaired. The cost of replacement in-car video camera systems is approximately \$5,700.
		Tasers	14,000	Replacement cartridges are approximately \$30 ea.
		Replacement Docking Stations, In-Car Computer	12,150	While under warranty, there is little to no impact expected on future budgets. Replacement docking stations for the in-car computers cost approximately \$1,100 each.
		Court Camera Upgrades	6,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.
		Storage Device for Detention Body Cameras	12,000	Repairs will be covered while under warranty.
		Body Cameras	40,000	Repairs will be covered while under warranty. The cost of storage devices will have an impact in future budgets.
		Polycom Terminal	4,800	There is minimal to no impact on future budgets expected, less than \$100 yearly.
		Command Console for SWAT Vehicle	3,500	There is minimal to no impact on future budgets expected, less than \$100 yearly.
		Truck Console SWAT Truck	1,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.
		Transition 37 to 40 MM Gas Guns	3,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.
		In-Car Computers	75,000	While under warranty, there is little to no impact on future budgets expected. If feasible, out-of-warranty computers are repaired. The approximate cost of replacement in-car computers is \$4,000 each.
		Stop Sticks	400	There is minimal to no impact on future budgets expected, less than \$100 yearly.
		Office Equipment	100,000	Impact on future budgets is unknown, depends on type of equipment purchased.
625 - Inmate Security		Bund Beds and Tables for Inmate Addition	\$ 70,000	
630 - Collector's Tax Maintenance	Collector's Tax Maintenance	Technology Equipment/Office Equipment	\$ 5,000	Impact on future budgets is unknown, depends on type of equipment purchased.

FRANKLIN COUNTY, MISSOURI  
CAPITAL ASSET DETAIL  
BY FUND AND DEPARTMENT  
2016

FRANKLIN COUNTY, MISSOURI  
CAPITAL ASSET DETAIL  
BY FUND AND DEPARTMENT  
2016

FUND	DEPARTMENT NAME	ASSET DESCRIPTION	IMPACT ON CURRENT BUDGET	IMPACT ON FUTURE BUDGETS
635 - Sheriff Revolving Fund	Sheriff Revolving Fund	Equipment as Needed	\$ 15,000	Impact on future budgets is unknown, depends on type of equipment purchased.
640 - County-Wide 911 Fund	County-Wide 911 Addressing	911 Systems Upgrade	\$ 200,000	While under warranty, there is little to no impact on future budgets expected.
		Miscellaneous Replacement Office Equipment	10,000	Impact on future budgets is unknown, depends on type of equipment purchased.
		Headsets	700	There is no impact on future budgets expected.
	Communications Served Agency Dispatching	911 Equipment	100,000	
			<u>\$ 310,700</u>	
655 - Election Services Fund	Election Services	Office Equipment	\$ 3,000	Impact on future budgets is unknown, depends on type of equipment purchased.
		Election Equipment	81,828	Impact on future budgets is unknown, depends on type of equipment purchased.
			<u>\$ 84,828</u>	
665 - Health Department	Health	Blinds	1,000	There is minimal to no impact on future budgets expected, less than \$100 yearly.
		Copy Machine	7,000	Impact may consist of maintenance agreement, approximately \$500 annually.
	WIC	Fax Machine	250	There is minimal to no impact on future budgets expected, less than \$100 yearly.
		Bulletin Boards/Brochures	300	There is minimal to no impact on future budgets expected, less than \$100 yearly.
	BT/CRI	Badging Printer and Supplies	789	Impact on future budgets consists of supplies of approximately \$150 yearly.
		Shelving	50	There is no impact on future budgets expected.
		Retractable Public Health Banner	200	There is no impact on future budgets expected.
			<u>\$ 9,589</u>	
670 - Records Preservation Fund	Records Preservation	Technology Equipment	\$ 87,000	Impact on future budgets is unknown, depends on type of equipment purchased.
<b>TOTAL CAPITAL ASSETS ALL FUNDS</b>			<u><u>\$ 11,585,257</u></u>	

# OPERATING BUDGETS



## GENERAL FUND

The General Fund is used to account for all transactions of Franklin County government that are not accounted for in another fund. The General Fund is the primary operating fund for the County and is used to account for the basic operations of the County that are financed from all the general taxes and revenues collected by the County.

Departments which operate under the General Fund include:

- County Commission
- County Clerk
- Treasurer
- Auditor
- Collector
- County Counselor
- Memberships
- County Insurance
- Circuit Clerk
- Circuit Court
- Drug Court
- Court Reporters
- Prosecuting Attorney
- Child Support
- Juvenile Office & Detention Services
- Public Administrator
- Indigent Care
- Recorder of Deeds
- Building Department
- Purchasing Department
- Registration & Elections
- University of Missouri Extension Center
- Planning & Zoning
- Economic Development
- Emergency Management Agency
- Local Emergency Planning
- Information Technology
- Geographic Information System
- Custodial
- Soil Conservation
- Miscellaneous
- Medical Examiner

GENERAL FUND

	2016 Actual	2016 Adopted Budget	2016 Estimated	2017 Adopted Budget
1 Fund Balance, January 1	\$7,808,881	\$6,973,523	\$7,684,411	\$7,420,156
2				
3 Projected Revenues	11,886,264	11,519,184	12,114,435	12,265,806
4				
5 Operating Expenditures	(8,407,960)	(9,812,068)	(9,329,313)	(9,862,361)
6				
7 Revenues Over (Under) Expenditures	3,478,305	1,707,116	2,785,122	2,403,445
8				
9 Other Financing Sources (Uses)				
10 Issuance of Long-term Debt	0	0	0	0
11 Refunding of Long-term Debt	0	0	0	0
12 Transfers In	527,226	465,623	456,623	366,253
13 Transfers Out	(4,130,000)	(3,605,000)	(3,505,000)	(4,663,203)
14 Net Transfers In (Out)	(3,602,774)	(3,139,377)	(3,049,377)	(4,296,950)
15				
16 Fund Balance, December 31	\$7,684,411	\$5,541,262	\$7,420,156	\$5,526,651
17				
18				
19				
20 Appropriated Regular Operations				\$14,525,564
21 Appropriated Emergency Reserve				5,526,651
22 Total Appropriations				\$20,052,215

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
25				
26				
27				
28				
29				
30				
31				
32				
33				
34				
35				
36				
37				
38				
39				
40				
41				
42				
43				
44				
45				
46				
Fund				
Dept.				
Account No.				
Description				
100 000 411.100	Property Tax Current	2,116,920	2,037,153	2,121,466
100 000 411.200	Property Tax Delinquent	136,215	177,143	184,476
100 000 411.300	Contra Tax Credit	70	0	0
100 000 411.310	Contra Washington TIF 1	4,798	6,140	5,536
100 000 411.311	Contra Washington TIF 2	-1,469	0	0
100 000 411.320	Contra Phoenix 2	-147,745	-132,000	-147,000
100 000 412.100	Financial Institution Tax	1,780	2,000	2,000
100 000 412.200	Private Railcar Tax	25,923	21,500	23,400
100 000 415.100	Surtax	42,573	40,000	40,000
100 000 416.100	Collectors Commission/Penalty	203,697	200,000	180,000
100 000 417.100	County Sales Tax	6,065,999	5,800,000	6,197,550
100 000 420.150	Conservation Commission	2,736	2,675	2,700
100 000 420.160	Forest Cropland	3,045	3,050	3,045
	<b>Total Taxes</b>	<b>8,454,542</b>	<b>8,157,661</b>	<b>8,613,173</b>
100 000 431.100	Liquor Licenses	75,202	72,833	73,000
100 000 432.100	Auctioneer Licenses	990	800	850
100 000 433.100	M & M Business Licenses	7,105	7,230	7,105
	<b>Total Licenses</b>	<b>83,297</b>	<b>80,863</b>	<b>80,955</b>

## FRANKLIN COUNTY, MISSOURI

## BUDGET FOR FISCAL YEAR 2017

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	000	441.002	FEMA	52,510	65,000	52,500	49,000
2	100	000	441.100	LEPC (HMEP) Revenue	1,650	0	0	0
3	100	000	442.205	School Safety Director Reimburse	88,432	96,000	25,691	0
4	100	000	443.101	Juvenile Diversion Grant	49,978	37,090	37,090	37,090
5	100	000	443.153	Pros. Attny. Victim Asst. Grant	8,093	13,500	13,500	13,500
6	100	000	443.154	Pros. Attny. Violence Grant	38,098	36,600	36,600	36,600
7	100	000	443.500	MERC Training Grant Revenue	14,140	20,000	20,000	15,000
8	100	000	443.501	MERC Funding LEPC	3,586	50,000	50,000	46,720
10	100	000	443.612	State Election Grant Revenue	0	10,700	0	0
11	100	000	444.035	Courts Over/Under Revenue	39	0	0	0
12	100	000	444.040	Fines	42,437	40,000	40,000	42,000
13	100	000	444.050	Jury Fee Reimbursement	2,568	2,000	2,000	2,000
14	100	000	445.101	Juvenile Office Gas/Osage Reimb.	49,899	50,000	50,000	50,000
15	100	000	445.102	Juvenile Det. DYS & Other Reimb.	13,096	680	680	680
16	100	000	445.201	County Jury Fee Reimbursement	982	500	4,831	1,000
17	100	000	446.100	Public Defender Office Reimb.	9,332	0	0	0
18				<b>Total Grant Revenue</b>	<b>374,839</b>	<b>422,070</b>	<b>332,892</b>	<b>293,590</b>
19								
20								
21	100	000	451.100	County Clerk Fees	2,388	2,100	5,789	2,400
22	100	000	454.100	Collector's 1% Commission	1,127,000	1,125,000	1,125,000	1,125,000
23	100	000	454.101	Collector's Fees/Abstracts	61,787	65,000	65,000	65,000
24	100	000	455.075	Crime Victim 5% Comp. Rev.	1,154	1,200	1,200	1,200
25	100	000	458.200	Circuit Clerk Fees	1,659	1,402	1,400	1,402
26	100	000	459.200	Judicial Fees	50,397	58,630	50,866	53,899
27	100	000	461.200	Prosecuting Attorney Fees	71,589	88,400	78,846	83,576
28	100	000	461.201	Pros. Attny. Tax Collection Fees	2,898	2,500	1,950	1,950
29	100	000	462.200	Child Support IV-D Reimb.	171,369	172,108	172,108	172,108
30	100	000	462.700	Public Administrator Fees	51,880	50,480	55,000	50,000
31	100	000	467.400	Recorder of Deeds Fees	446,196	400,000	445,000	445,000
32	100	000	467.450	Recorder of Deeds Computer	64,567	59,000	71,000	71,000
33	100	000	468.400	Building Department Fees	330,100	305,000	310,000	315,000
34	100	000	469.500	Special Elections	94,401	94,400	183,111	117,000
35	100	000	469.600	Election Salary Reimbursement	10,433	13,000	33,566	13,000
36	100	000	470.500	Planning & Zoning Fees	39,612	36,000	41,000	43,000
37	100	000	470.600	P & Z Recording Fees	4,264	3,700	5,200	5,000
38	100	000	471.500	EMA Misc. Charges For Services	306	0	0	0
39	100	000	472.500	Information Technology Fees	27,184	25,000	25,000	25,000
40	100	000	473.500	Cities Payments For Tax Services	24,234	24,000	24,000	24,000
41				<b>Total Fees/Services Revenue</b>	<b>2,583,418</b>	<b>2,526,920</b>	<b>2,695,036</b>	<b>2,614,535</b>

## FRANKLIN COUNTY, MISSOURI

## BUDGET FOR FISCAL YEAR 2017

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
1	100	000	491.100 Interest-Taxes	28,864	29,675	27,000	27,000
2	100	000	492.100 Interest-Investments	5,372	5,000	15,000	15,000
3	100	000	493.050 Insurance Reimbursement	12,510	0	23,094	0
4	100	000	494.050 Flood Control Lease Revenue	800	700	800	800
5	100	000	494.100 Cable Franchise	213,914	195,045	213,000	213,000
6	100	000	494.150 Verizon Tower Lease Revenue	17,250	17,250	17,250	17,250
7	100	000	494.285 Potters Field Revenue	600	0	0	0
10	100	000	496.100 Sale of Asset	8,500	0	0	0
11	100	000	496.180 Utility Waste Application	91,940	100,000	100,000	100,000
12	100	000	497.100 Miscellaneous Revenue	47,376	25,000	33,135	225,000
13			<b>Total Miscellaneous Revenue</b>	<b>427,127</b>	<b>372,670</b>	<b>429,279</b>	<b>598,050</b>
14							
15							
16	100	000	498.630 Transfer From Tax Maintenance	54,000	80,000	80,000	0
17	100	000	498.640 Transfer From County Wide 911	124,686	0	0	0
18	100	000	498.655 Transfer From Election Services	4,200	4,200	4,200	4,200
19	100	000	498.670 Transfer From Records Preservation	0	30,000	30,000	0
20	100	000	498.680 Transfer From PA Admin. Cost Fund	20,000	10,000	0	8,000
21	100	000	498.685 Transfer From Municipal Court	324,340	341,423	341,423	354,053
22			<b>Total Transfers</b>	<b>527,226</b>	<b>465,623</b>	<b>455,623</b>	<b>366,253</b>
23							
24							
25	100	000	429.100 Collector's Commission Adjust.	-22,912	-25,000	-22,900	-22,900
26	100	000	429.101 Assessor's WH Adjustment	-14,047	-16,000	-14,000	-14,047
27			<b>Total Adjustments To Revenue</b>	<b>-36,959</b>	<b>-41,000</b>	<b>-36,900</b>	<b>-36,947</b>
28							
29							
30			<b>Total General Fund Revenue</b>	<b>12,413,490</b>	<b>11,984,807</b>	<b>12,570,058</b>	<b>12,632,059</b>

# COUNTY COMMISSION

## DEPARTMENTAL FUNCTIONS

The Franklin County Commission is an elected three-member governing body consisting of a First District Commissioner, a Second District Commissioner, and a Presiding Commissioner. The Commission is an executive body of Franklin County operating under guidelines established in the Revised Statutes of the State of Missouri. Within that authority, the Commission enacts ordinances and policies; adopts the annual budget; approves contracts and leases; appoints the Medical Examiner and the County Counselor; approves actual expenditures for each spending agency; acts as liaison with County boards, commissions, and other governmental entities; and, conducts hearings on planning and zoning matters. In addition, the County Commission supervises the operations of Planning and Zoning, Building Department, Grounds and Building Maintenance, Road and Bridge, Economic Development, Health Service, Information Technology, Geographic Information Systems and the Municipal Court. The County Commission is responsible for controlling and managing all property belonging to or purchased by the County.

## 2016 ACCOMPLISHMENTS

- Passage of ballot measure on out-of-state motor vehicle purchases.
- Construction of new Bend Road Bridge and demolition of existing bridge structure.
- Implemented a new fee-based dispatching system and upgraded and expanded existing dispatching equipment and personnel.
- Implemented a pay study for the County workforce to assure taxpayers and employees fair and equitable service and pay.
- Assisted County residents and communities in the repair, cleanup, and recovery efforts impacted by the December 2015 flooding along the Meramec and Bourbeuse rivers.
- Completed repairs related to 1/1 mitigation of the Brush Creek Sewer District.
- Established a five-year plan for Franklin County to be used as a map for future plans and objectives.

## 2017 OBJECTIVES

- Implement new interactive County website to better provide information to taxpayers, as well as freeing up time for IT for other duties.
- Continue to upgrade and expand dispatching services.
- Continue working with all County offices and departments to improve services for our constituents while always looking for ways to reduce expenditures and improve efficiencies.

## BUDGET HIGHLIGHTS

\$9,130 has been budgeted for the purchase of a security desk at the Government Center Building.

## COUNTY COMMISSION

### PERSONNEL DETAIL

<b>Position Title</b>	<b>2015 Full-time Equivalent</b>	<b>Budgeted 2016 Full-time Equivalent</b>	<b>Budgeted 2017 Full-time Equivalent</b>	<b>2016-2017 Change</b>
Presiding Commissioner	1.0	1.0	1.0	0.0
2nd District Commissioner	1.0	1.0	1.0	0.0
1st District Commissioner	1.0	1.0	1.0	0.0
	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>0.0</u>

**GENERAL FUND EXPENDITURES  
COUNTY COMMISSION**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	105	611.100	Regular Wages	181,735	209,806	209,806	214,002
2	100	105	613.100	FICA	12,933	16,050	16,050	16,371
3	100	105	614.100	Retirement-LAGERS	32,916	32,730	32,730	35,524
4	100	105	617.100	Life Insurance	121	159	159	159
5	100	105	617.200	Health Insurance	23,773	27,021	27,021	34,149
6	100	105	617.300	Dental Insurance	924	1,109	1,109	1,109
7	100	105	617.400	Vision Insurance	295	355	355	355
8				<b>Total Personnel Services</b>	<u>252,697</u>	<u>287,230</u>	<u>287,230</u>	<u>301,669</u>
9								
10								
11	100	105	623.100	Telephone	1,736	2,000	2,000	2,000
12	100	105	626.100	Maintenance & Repairs	658	1,000	1,000	1,000
13	100	105	632.200	Contractual Services	0	0	0	0
14				<b>Total Services</b>	<u>2,394</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
15								
16								
17	100	105	651.100	Office Supplies	775	1,000	1,000	1,000
18	100	105	652.100	Mileage/Fuel (Presiding)	632	1,000	1,000	1,000
19	100	105	652.101	Mileage/Fuel (1st District)	1,308	2,000	2,000	1,000
20	100	105	652.102	Mileage/Fuel (2nd District)	422	2,000	2,000	1,000
21	100	105	655.100	Business Expense	3,033	2,000	2,000	2,500
22				<b>Total Supplies &amp; Other</b>	<u>6,170</u>	<u>8,000</u>	<u>8,000</u>	<u>6,500</u>
23								
24								
25	100	105	686.100	Other Equipment	0	0	0	9,130
26	100	105	687.100	Office Equipment	6,813	1,000	1,000	1,000
27				<b>Total Capital Outlay</b>	<u>6,813</u>	<u>1,000</u>	<u>1,000</u>	<u>10,130</u>
28								
29								
30				<b>COUNTY COMMISSION</b>				
31				<b>TOTAL EXPENDITURES</b>	<b>268,074</b>	<b>299,230</b>	<b>299,230</b>	<b>321,299</b>

## COUNTY CLERK

### DEPARTMENTAL FUNCTIONS

The Franklin County Clerk is an elected official with many responsibilities. The administrative side of the position has six employees and is secretary to the Commission, as well as custodian of records. As secretary to the Commission, we attend all commission meetings and general working sessions. The office warehouses all accounts payable invoices and approximately 500 commission orders annually, as well as other county documents. In 2015, there were approximately 5,644 checks issued by the accounts payable clerk. Our office also processes approximately 325 notaries each year and hundreds of liquor licenses and auctioneer licenses. The office also handles all Sunshine Law requests.

The accounts receivable clerk receives information from county departments regarding billings for service grants and any other revenue due to the County. The department makes entries to record revenue and corresponding receivables into the computer accounting system and supplies information to the County Treasurer regarding incoming payments. We also work closely with all 58 taxing entities within Franklin County regarding tax rates and forward information on to the State Auditor's office. All of the county's vehicle inventory is maintained by the accounts payable clerk as well as any insurance claims on any county vehicle. The office coordinates information from the County Collector and Treasurer on money paid to taxing districts and balances with those offices monthly. The office routinely works with all 58 taxing entities, the State Auditor's office, other county offices, the Department of Revenue, the IRS and the Department of Elementary and Secondary Education.

The office is also acting secretary for the Board of Equalization and works with the assessor's office and state tax commission to insure all are in balance. The office also manages the general ledger and makes hundreds of journal entries each year.

Our office works closely with the external auditor in compilation of the annual audit. A short summary of the documentation would be all accounts payable and receivable, copy of budget, reconciliation of 941 wages, FICA and Medicare tax to general ledger, copies of new federal grant agreements, copies of unpaid balance of real estate and personal property tax and valuations. We also prepare and publish the annual financial statement. The office also manages 33 federal and state grants for various departments throughout the County.

Human resources and payroll is also a department in the Clerk's office. The staff of two processes all payroll for approximately 350 employees. County employees are paid every other week. The staff reconciles monthly premium invoices and submits to accounts payable for payment. Benefits include health, dental, vision and life insurance, LAGER5, CERF, CERF 457 and Nationwide Savings Plans, AFLAC, Backstoppers, United Way, prepaid legal and union dues. The department works with the commissioners in determining the annual health insurance for county employees. All workers compensation injuries are handled through the HR Department

and coordination of benefits with a third party administrator. The HR Department also works closely with the annual external audit by providing copies of personal and medical leave statuses for all departments in the county and a completed compensated absence spreadsheet. Part of HR is working with retirees in completing all exit documents and providing benefit statements. They routinely have contact with current and retired employees, elected officials, department heads, retirement agencies, US Department of Labor, Child Support agencies, Division of Employment Security, Circuit Court and outside employees.

There are many other responsibilities of the department too numerous to list.

The Department of Voter Registration is also the responsibility of the County Clerk. See the mission statement listed under Voter Registration.

### **BUDGET HIGHLIGHTS**

In 2016, due to the Affordable Care Act, there was an increase in contractual services in the amount of \$26,172. ADP, the County third-party payroll partner, provided all applicable payroll information to assist the HR department in completing documentation mandated by federal regulations. Thus for 2017, contractual services has been reduced by \$21,975.

For 2017, the amount budgeted for advertising has been reduced to \$1,000. The remaining \$9,000 has been budgeted for advertising under the Purchasing Department. Regular wages has decreased due to the Chief Deputy County Clerk becoming the Purchasing Director under the newly-created Purchasing Department.

## COUNTY CLERK

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Elected Official - County Clerk	1.0	1.0	1.0	0.0
Chief Deputy Clerk	1.0	1.0	0.0	(1.0)
Assistant Chief Deputy/ Accounts Receivable Clerk	1.0	1.0	1.0	0.0
Payroll/Human Resource Clerk	1.0	1.0	1.0	0.0
Accounts Payable Clerk	1.0	1.0	1.0	0.0
Payroll Clerk	0.0	1.0	1.0	0.0
Clerk/Receptionist	1.0	0.0	0.0	0.0
Minutes Clerk	1.0	1.0	1.0	0.0
	<u>7.0</u>	<u>7.0</u>	<u>6.0</u>	<u>(1.0)</u>

Beginning in 2017, the chief deputy clerk will work under the Commission as the purchasing director.

### PERFORMANCE MEASURES

	2013	2014	Projected 2015	Projected 2016
Checks Issued	<u>6,371</u>	<u>7,044</u>	<u>7,045</u>	<u>7,045</u>
Liquor Licenses Issued	222	256	256	256

**GENERAL FUND EXPENDITURES  
COUNTY CLERK**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	110	611.100	Regular Wages	276,179	282,904	278,783	240,149
3	100	110	611.200	Overtime Wages	338	2,500	2,500	500
4	100	110	613.100	FICA	19,145	21,833	21,518	18,410
5	100	110	614.100	Retirement-LAGERS	47,173	44,523	43,880	39,948
6	100	110	617.100	Life Insurance	289	370	370	317
7	100	110	617.200	Health Insurance	74,309	76,599	76,599	58,957
8	100	110	617.300	Dental Insurance	2,556	2,588	2,588	2,218
9	100	110	617.400	Vision Insurance	817	827	827	709
10				<b>Total Personnel Services</b>	<u>420,806</u>	<u>432,144</u>	<u>427,065</u>	<u>361,208</u>
11								
12								
13	100	110	623.100	Telephone	1,812	1,900	1,900	2,000
14	100	110	624.100	Postage & Freight	1,893	4,600	4,600	4,500
15	100	110	625.100	Rent & Leases	0	2,000	2,000	7,200
16	100	110	626.100	Maintenance & Repairs	11,017	14,800	14,800	14,400
17	100	110	628.100	Bonds	212	0	0	0
18	100	110	631.100	Advertising	9,710	10,000	10,000	1,000
19	100	110	632.200	Contractual Services	66,605	92,277	92,277	70,302
20				<b>Total Services</b>	<u>91,249</u>	<u>125,577</u>	<u>125,577</u>	<u>99,402</u>
21								
22								
23	100	110	651.100	Office Supplies	1,428	3,500	3,500	4,000
24	100	110	652.100	Mileage	165	250	250	250
25	100	110	653.100	Books & Publications	0	300	300	300
26	100	110	655.100	Business Expense	90	100	100	100
27	100	110	656.100	Printing & Binding	399	1,050	1,050	1,500
28				<b>Total Supplies &amp; Other</b>	<u>2,082</u>	<u>5,200</u>	<u>5,200</u>	<u>6,150</u>
29								
30	100	110	687.100	Office Equipment	0	0	0	0
31				<b>Total Capital Outlay</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
32								
33								
34				<b>COUNTY CLERK</b>				
35				<b>TOTAL EXPENDITURES</b>	<b>514,137</b>	<b>562,921</b>	<b>557,842</b>	<b>466,760</b>

## TREASURER

### DEPARTMENTAL FUNCTIONS

- To receive and safely keep the revenues and other public monies of the County.
- To invest surplus funds.
- To distribute the monies collected to the proper recipients.
- To report balanced books.

### 2016 ACCOMPLISHMENTS

- Consistently reported balanced funds and accounts.
- Began utilizing Revenue Management software.
- Began to create a state statute indexing of laws pertaining to the Treasurer's office.

### 2017 OBJECTIVES

- Continue to ensure safe-keeping of public funds by continuing to utilize all internal safety controls.
  - Positive Pay
  - Remote Deposit Capture
  - Password protected check signatures
  - Safe on-line banking practices
- Continue to safely invest surplus funds and distribute monies to the proper recipients.
- Continue to utilize outside resources for proper documentation of electronically received funds.
- Continue to build state statute indexing.
- Continue to ensure office and procedures are up to date to protect against loss and attackers (cyber).

### BUDGET HIGHLIGHTS

\$5,000 has been budgeted for the required Treasurer's bond.

## TREASURER

### PERSONNEL DETAIL

<b>Position Title</b>	<b>2015 Full-time Equivalent</b>	<b>Budgeted 2016 Full-time Equivalent</b>	<b>Budgeted 2017 Full-time Equivalent</b>	<b>2016-2017 Change</b>
Elected Official - Treasurer	1.0	1.0	1.0	0.0
Deputy Treasurer	0.5	0.5	0.5	0.0
	<u>1.5</u>	<u>1.5</u>	<u>1.5</u>	<u>0.0</u>

### PERFORMANCE MEASURES

	<b>2014</b>	<b>2015</b>	<b>Projected 2016</b>	<b>Projected 2017</b>
Interest Earned	<u>21,851</u>	<u>25,123</u>	<u>25,123</u>	<u>25,123</u>

**GENERAL FUND EXPENDITURES  
TREASURER**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	115	611.100	Regular Wages	69,503	71,309	71,309	72,735
2	100	115	612.100	Part-time Wages	19,534	20,433	20,436	20,845
3	100	115	613.100	FICA	6,699	7,018	7,018	7,159
4	100	115	614.100	Retirement-LAGERS	14,085	14,312	14,312	15,534
5	100	115	617.100	Life Insurance	48	53	53	53
6	100	115	617.200	Health Insurance	9,881	10,000	10,000	8,850
7	100	115	617.300	Dental Insurance	370	370	370	370
8	100	115	617.400	Vision Insurance	118	119	119	119
9				<b>Total Personnel Services</b>	<u>120,238</u>	<u>123,614</u>	<u>123,617</u>	<u>125,665</u>
10								
11								
12	100	115	623.100	Telephone	383	1,000	400	600
13	100	115	624.100	Postage & Freight	98	120	120	140
14	100	115	626.100	Maintenance & Repairs	0	600	483	1,000
15	100	115	628.100	Bonds	0	0	0	5,000
16	100	115	632.200	Contractual Services	420	420	0	0
17	100	115	634.100	Training	658	1,200	800	1,100
18				<b>Total Services</b>	<u>1,559</u>	<u>3,340</u>	<u>1,803</u>	<u>7,840</u>
19								
20								
21	100	115	651.100	Office Supplies	171	600	450	600
22	100	115	652.100	Mileage	276	1,050	200	1,000
23	100	115	656.100	Printing & Binding	0	300	300	300
24				<b>Total Supplies &amp; Other</b>	<u>447</u>	<u>1,950</u>	<u>950</u>	<u>1,900</u>
25								
26	100	115	687.100	Office Equipment	0	1,000	0	1,000
27				<b>Total Capital Outlay</b>	<u>0</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>
28								
29								
30				<b>TREASURER</b>				
31				<b>TOTAL EXPENDITURES</b>	<b>122,244</b>	<b>129,904</b>	<b>126,370</b>	<b>136,405</b>

## AUDITOR

### DEPARTMENTAL FUNCTIONS

The Franklin County Auditor is an elected official which serves as the County's chief financial and budget officer. As budget officer, the County Auditor is responsible for preparing and submitting a proposed annual budget to the County Commission. In addition, the County Auditor reviews and certifies financial payment transactions ensuring budgetary compliance as well as compliance with internal control procedures, local purchasing policies, and state statutes. The Auditor certifies contracts as to the appropriation and the cash balance in the treasury. The Auditor's office audits daily receipts and deposits along with monthly reports from various departments. Throughout the year, this office compiles information for the external audit and works closely with the external auditing group when preparing the Comprehensive Annual Financial Report. The office conducts an annual physical inventory of the County assets and maintains the fixed asset ledger.

### 2016 ACCOMPLISHMENTS

- Achieved the Distinguished Budget Presentation Award for the 2016 budget.
- Achieved the Certificate of Achievement for Excellence in Financial Reporting for the 2015 Comprehensive Annual Financial Report.
- Monitored 71 fund and departmental budgets for compliance.
- Audited and approved over 8,600 purchase orders and invoices.
- Conducted yearly inventory of fixed assets.
- Audited daily and monthly reports of the revenue-generating departments.
- Certified commission orders for budgetary and financial compliance.

### 2017 OBJECTIVES

- Achieve the Distinguished Budget Presentation Award for the 2017 budget.
- Achieve the Certificated of Achievement for Excellence in Financial Reporting for the 2016 Comprehensive Annual Financial Report.
- Monitor the fund and departmental budgets for compliance.
- Audit and approve purchase orders and invoices.
- Conduct yearly inventory of fixed assets.
- Audit daily and monthly reports of the revenue-generating departments.
- Certify commission orders for budgetary and financial compliance.

## **BUDGET HIGHLIGHTS**

The increase in personnel services is due to a change in coverage in health insurance, the increased rate for LAGERS and the addition of over-time wages due to the Deputy Auditor position being re-classified as an hourly position.

## COUNTY AUDITOR

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Elected Official - Auditor	1.0	1.0	1.0	0.0
Deputy Auditor	1.0	1.0	1.0	0.0
	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>0.0</u>

### PERFORMANCE MEASURES

	<u>2014</u>	<u>2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
County Budgets Monitored:				
Number of Funds Monitored	23	23	24	24
Number of Departments Monitored	47	47	46	46
Purchase Orders Audited & Approved	8,720	8,656	8,700	8,700
Departments Inventoried	31	31	31	31
Number of Assets Inventoried	9,727	9,838	9,900	10,000
Value of Inventoried Assets, Net of Depreciation	\$72,493,776	\$69,634,908	\$66,000,000	\$63,000,000
Receipt of GFOA Distinguished Budget Presentation Award	Yes	Yes	Yes	Yes

**GENERAL FUND EXPENDITURES  
AUDITOR**

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	100	120	611.100	Regular Wages	107,385	110,175	110,175	112,376
2	100	120	611.200	Overtime Wages	0	0	0	4,000
3	100	120	613.100	FICA	7,983	8,428	8,428	8,903
4	100	120	614.100	Retirement-LAGERS	19,307	17,187	17,187	19,318
5	100	120	617.100	Life Insurance	97	106	106	106
6	100	120	617.200	Health Insurance	14,953	15,133	18,990	19,091
7	100	120	617.300	Dental Insurance	739	740	740	740
8	100	120	617.400	Vision Insurance	236	237	237	237
9				<b>Total Personnel Services</b>	<u>150,700</u>	<u>152,006</u>	<u>155,864</u>	<u>164,771</u>
10								
11								
12	100	120	623.100	Telephone	560	1,000	560	1,000
13	100	120	624.100	Postage & Freight	18	50	35	50
14	100	120	626.100	Maintenance & Repairs	442	600	300	600
15	100	120	628.100	Bonds	212	0	0	0
16	100	120	632.200	Contractual Services	860	860	860	860
17	100	120	634.100	Training	683	1,150	810	1,400
18				<b>Total Services</b>	<u>2,774</u>	<u>3,660</u>	<u>2,565</u>	<u>3,910</u>
19								
20								
21	100	120	651.100	Office Supplies	1,094	1,200	500	1,200
22	100	120	652.100	Mileage	0	150	0	150
23	100	120	654.100	Memberships	640	650	640	650
24	100	120	656.100	Printing & Binding	1,331	2,500	1,167	2,500
25				<b>Total Supplies &amp; Other</b>	<u>3,065</u>	<u>4,500</u>	<u>2,307</u>	<u>4,500</u>
26								
27	100	120	687.100	Office Equipment	242	2,000	1,386	2,000
28				<b>Total Capital Outlay</b>	<u>242</u>	<u>2,000</u>	<u>1,386</u>	<u>2,000</u>
29								
30								
31				<b>AUDITOR</b>				
32				<b>TOTAL EXPENDITURES</b>	<b>156,782</b>	<b>162,166</b>	<b>162,122</b>	<b>175,181</b>

## **TRANSFERS TO ASSESSMENT**

### **DEPARTMENTAL FUNCTIONS**

This department was created under the General Fund to account for the transfers from the General Fund to the Assessment Fund in support of their operations.

### **BUDGET HIGHLIGHTS**

\$600,000 was transferred from the General Fund to the Assessment Fund in 2015. This transfer established an adequate fund balance. \$9,881 is budgeted for 2017.

**GENERAL FUND EXPENDITURES  
TRANSFERS TO  
ASSESSOR REAL ESTATE**

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1 100	125	690.300	Transfers	600,000	0	0	9,881

## **COUNTY COLLECTOR**

### **DEPARTMENTAL FUNCTIONS**

This office is responsible for billing, collecting, and disbursement of Real Estate, Personal Property, Railroad and Utility Taxes, Merchants and Manufacturer Licenses, Auctioneer Licenses, Berger and Labadie Levee Districts, Forest Crop Lands, and Missouri Department of Conservation.

Other responsibilities include protested taxes, TIFs, CIDS, Class Action Suits, BOEs, Court Orders, NPB's, additions, abatements, refunds, surtax disbursement. Collecting up to five years of delinquent taxes, calculating interest and penalties, assessor's and collector's commissions, assessor's fund, collector's funds, retirement funds, clerk fees, collector fees, tax sale fees, bankruptcies, reinstatements for bad checks, and sending certified letters to anyone paying taxes with a bad check. The Collector's office balances all cash drawers at windows for collections, and credit card transactions on a daily basis. This office works up deposits on checks and money collected, running daily journals and submitting daily reports to the auditor. All of this is part of the collection and disbursement of taxes which is done monthly. Customer service for taxpayers entails waiting on hundreds of taxpayers at the windows and by telephone, answering hundreds of questions and complaints daily pertaining to their values, the amount of their tax bills, deeds, why they are being taxed, questions too numerous to mention. Issue non-assessment cards for new purchases on vehicles. We also make hundreds of duplicate copies of paid personal property tax receipts monthly.

### **2017 OBJECTIVES**

- We are continuing to make updates to computer systems in order to comply with all of the statutory requirements placed on our office.
- Continuing to update processes on the computer systems keeps expenses to a minimum.
- Stay current with changes to tax sale procedures imposed by changes to state statutes.
- Apply the recommendations of the job study.
- Keep up with the ever changing purchasing policy procedures.

### **BUDGET HIGHLIGHTS**

For 2017, the amount budgeted for health insurance has increased due to possible changes in elections of coverage.

## COUNTY COLLECTOR

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Elected Official - Collector of Revenue	1.0	1.0	1.0	0.0
Chief Deputy Collector	0.0	1.0	1.0	0.0
Assistant Chief Deputy Collector	1.0	0.0	0.0	0.0
Collections/Billing Clerk	2.0	3.0	3.0	0.0
Seasonal Collections/Billing Clerks	1.0	1.0	1.0	0.0
Collector Specialist/Tax Sale Bidders	3.0	2.0	2.0	0.0
	<u>8.0</u>	<u>8.0</u>	<u>8.0</u>	<u>0.0</u>

### PERFORMANCE MEASURES

	<u>2014</u>	<u>2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
Accounts Collected	91,920	93,107	93,107	93,107

**GENERAL FUND EXPENDITURES  
COLLECTOR**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	135	611.100	Regular Wages	251,210	265,852	265,852	271,170
2	100	135	611.200	Overtime	261	0	43	0
3	100	135	612.100	Part-time Wages	23,291	33,329	33,329	33,329
4	100	135	613.100	FICA	20,693	22,887	22,887	23,294
5	100	135	614.100	Retirement-LAGERS	45,030	41,473	41,473	45,014
6	100	135	615.100	Unemployment	0	2,500	0	2,500
7	100	135	617.100	Life Insurance	301	370	370	370
8	100	135	617.200	Health Insurance	32,255	30,534	30,534	52,144
9	100	135	617.300	Dental Insurance	2,556	2,588	2,588	2,588
10	100	135	617.400	Vision Insurance	817	827	827	827
11				<b>Total Personnel Services</b>	<u>376,414</u>	<u>400,360</u>	<u>397,903</u>	<u>431,236</u>
12								
13								
14	100	135	623.100	Telephone	6,201	10,000	8,000	10,000
15	100	135	624.100	Postage & Freight	81,333	78,000	78,000	80,000
16	100	135	625.100	Rent & Leases	105	1,000	1,103	1,140
17	100	135	626.100	Maintenance & Repairs	1,860	2,000	1,600	2,000
18	100	135	628.100	Bonds	10,911	10,500	7,500	10,500
19	100	135	629.100	Other Professional Services	32,162	40,000	32,000	36,900
20	100	135	631.100	Advertising	6,766	8,800	6,784	8,800
21	100	135	632.200	Contractual Services	199	325	50	8,500
22	100	135	634.100	Training	600	600	600	600
23				<b>Total Services</b>	<u>140,137</u>	<u>151,225</u>	<u>135,637</u>	<u>158,440</u>
24								
25								
26	100	135	651.100	Office Supplies	2,346	5,000	4,500	5,000
27	100	135	652.100	Mileage	1,138	1,400	1,400	1,400
28	100	135	653.100	Books & Publications	0	150	100	150
29	100	135	655.100	Business Expense	376	1,000	1,500	3,020
30	100	135	656.100	Printing & Binding	58,263	50,000	50,000	55,000
31				<b>Total Supplies &amp; Other</b>	<u>62,123</u>	<u>57,550</u>	<u>57,500</u>	<u>64,570</u>
32								
33								
34				<b>COLLECTOR</b>				
35				<b>TOTAL EXPENDITURES</b>	<b>578,674</b>	<b>609,135</b>	<b>591,040</b>	<b>654,246</b>

## COUNTY COUNSELOR

### DEPARTMENTAL FUNCTIONS

The office of the County Counselor represents and advises all departments of County government on matters pertaining to civil law. County Counselor provides advice and opinions on all matters referred to it by the County Commission or other County offices.

### 2016 ACCOMPLISHMENTS

- Developed ten-year economic forecast at the direction of the County Commission.
- Disposed of the case, Chene Creek vs. Franklin County on favorable terms.
- Assisted the Assessor and Commission with developing a new reporting procedure to advise school districts of ongoing changes in tax assessment.
- Obtained a successful result from the trial court in the case filed by LeBeau and Reichert challenging the validity of the Municipal Court.

### 2017 OBJECTIVES

- Continue to monitor the ten-year economic forecast under the direction of the County Commission.
- Continue to work with all parties on project to better advise school districts. Next steps will involve working with cities and legislature.
- Continue to defeat LeBeau and Reichert on their frivolous legal challenges.
- Successful resolution of the following cases:
  - Missouri Natural vs. Franklin County
  - Allen and Buchanan vs. Franklin County.

### BUDGET HIGHLIGHTS

There are no significant changes to this budget.

## COUNTY COUNSELOR

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
County Counselor	1.0	1.0	1.0	0.0
Counselor Secretary	0.5	0.5	0.5	0.0
	<u>1.5</u>	<u>1.5</u>	<u>1.5</u>	<u>0.0</u>

### PERFORMANCE MEASURES

	<u>2014</u>	<u>2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
Commission Orders Prepared	345	544	544	544

**GENERAL FUND EXPENDITURES  
COUNTY COUNSELOR**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	140	611.100	Regular Wages	122,481	125,664	125,664	128,177
2	100	140	612.100	Part-time Wages	17,724	18,186	18,186	18,546
3	100	140	613.100	FICA	10,480	11,005	11,005	11,224
4	100	140	614.100	Retirement-LAGERS	25,208	19,604	19,604	21,277
5	100	140	617.100	Life Insurance	48	53	53	53
6	100	140	617.200	Health Insurance	11,433	11,572	11,572	10,242
7	100	140	617.300	Dental Insurance	370	370	370	370
8	100	140	617.400	Vision Insurance	118	119	119	119
9				<b>Total Personnel Services</b>	<u>187,863</u>	<u>186,573</u>	<u>186,573</u>	<u>190,008</u>
10								
11								
12	100	140	623.100	Telephone	168	350	170	200
13	100	140	624.100	Postage & Freight	150	50	50	50
14	100	140	632.200	Contractual Services	9,563	20,000	20,000	15,000
15	100	140	634.100	Training	799	800	800	1,000
16				<b>Total Services</b>	<u>10,679</u>	<u>21,200</u>	<u>21,020</u>	<u>16,250</u>
17								
18								
19	100	140	651.100	Office Supplies	550	1,000	1,000	1,000
20				<b>Total Supplies &amp; Other</b>	<u>550</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
21								
22								
23								
24				<b>COUNTY COUNSELOR</b>				
25				<b>TOTAL EXPENDITURES</b>	<b>199,092</b>	<b>208,773</b>	<b>208,593</b>	<b>207,258</b>

## **MEMBERSHIPS**

### **DEPARTMENTAL FUNCTIONS**

This budget was created for payment of the various membership dues for the County. The 2017 budget provides for memberships to National Association of Counties, East-West Gateway Coordinating Council, Regional Chamber and Growth Association, Mid East Area Agency on Aging and Missouri Association of Counties.

### **BUDGET HIGHLIGHTS**

There are no significant changes to this budget.

**GENERAL FUND EXPENDITURES  
MEMBERSHIPS**

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1 100	141	654.100	Memberships	44,795	47,500	44,741	47,500

## **GENERAL FUND EMERGENCY APPROPRIATIONS**

### **DEPARTMENTAL FUNCTIONS**

This budget was created to appropriate a portion of the estimated unassigned fund balance in the General Fund as emergency reserves.

### **BUDGET HIGHLIGHTS**

Appropriations to this department fluctuate from year to year depending on the estimated unassigned fund balance for the General Fund. The amount appropriated for 2017 is \$5,485,781. It is unlikely that these funds will be used.

GENERAL FUND EXPENDITURES  
EMERGENCY APPROPRIATIONS

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1 100	142	632.200	Contractual Services	1,422	5,541,262	0	5,526,651

## **COUNTY INSURANCE**

### **DEPARTMENTAL FUNCTIONS**

This budget was created to pay for the County's insurance premiums for workman's compensation and MOPERM.

### **BUDGET HIGHLIGHTS**

The estimated amount to be spent in 2016 for premiums is \$292,093 up \$42,632 over the 2015 actual amount. The amount budgeted for premiums for 2017 is \$350,000.

**GENERAL FUND EXPENDITURES  
COUNTY INSURANCE**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	144	616.100	Workman's Compensation	60,692	60,000	95,000	125,000
2	100	144	627.100	Insurance	188,769	200,000	197,093	225,000
3								
4				<b>COUNTY INSURANCE</b>				
5				<b>TOTAL EXPENDITURES</b>	<b>249,461</b>	<b>260,000</b>	<b>292,093</b>	<b>350,000</b>

## **CIRCUIT COURT**

### **DEPARTMENTAL FUNCTIONS**

Duties of the Judicial Staff include handling all types of litigation, including felony cases, traffic and misdemeanor cases, domestic and civil lawsuits and landlord/tenant cases. We also summon and qualify prospective jurors and grand jurors, schedule courtrooms and dockets.

### **2016 ACCOMPLISHMENTS**

Heard cases and rendered judgments in various types of cases, disposing of thousands of cases.

### **2017 OBJECTIVES**

- To continue rendering fair and just decisions in the court cases brought before the bench.
- To continue processing cases in a timely manner.

### **BUDGET HIGHLIGHTS**

There are no significant changes to this budget.

**GENERAL FUND EXPENDITURES  
CIRCUIT COURT**

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	100	250	621.100	Legal Fees	0	2,500	0	2,500
2	100	250	623.100	Telephone	3,073	5,000	5,000	5,000
3	100	250	624.100	Postage & Freight	2,573	3,675	3,600	3,675
4	100	250	626.100	Maintenance & Repairs	5,818	10,000	7,000	10,000
5	100	250	632.200	Contractual Services	43,479	38,625	35,000	38,625
6	100	250	634.100	Training	0	4,200	2,000	4,200
7				<b>Total Services</b>	<b>54,943</b>	<b>64,000</b>	<b>52,600</b>	<b>64,000</b>
8								
9								
10	100	250	651.100	Office Supplies	1,655	1,500	1,500	1,900
11	100	250	652.100	Mileage	435	650	100	650
12	100	250	653.100	Books & Publications	2,297	2,400	2,300	2,400
13	100	250	654.100	Memberships	2,050	2,050	2,050	2,050
14	100	250	655.100	Business Expense	1,212	2,500	1,000	2,500
15	100	250	656.100	Printing & Binding	343	900	900	900
16				<b>Total Supplies &amp; Other</b>	<b>7,992</b>	<b>10,000</b>	<b>7,850</b>	<b>10,400</b>
17								
18	100	250	687.100	Office Equipment	7,770	77,400	15,000	77,000
19				<b>Total Capital Outlay</b>	<b>7,770</b>	<b>77,400</b>	<b>15,000</b>	<b>77,000</b>
20								
21								
22				<b>CIRCUIT COURT</b>				
23				<b>TOTAL EXPENDITURES</b>	<b>70,705</b>	<b>151,400</b>	<b>75,450</b>	<b>151,400</b>

## **DRUG COURT/DWI COURT**

### **DEPARTMENTAL FUNCTIONS**

The Court Alternative Program (Drug Court/DWI Court) is a court-supervised, comprehensive, treatment program for non-violent felony offenders. The main focus of CAP is to assist the participant in becoming a sober, productive member of society. Regular court appearances, attendance at treatment sessions and meetings with the probation case manager are required. In addition, the program requires: random drug/alcohol testing, attendance at support group meetings, stable employment, and financial responsibility.

### **2016 ACCOMPLISHMENTS**

- Team participated in continuing education and training.
- Increased participant numbers.
- Developed four quadrant drug court program model.

### **2017 OBJECTIVES**

- Secure additional outside funding sources.
- Maintain and improve graduation rate and recidivism rate.

### **BUDGET HIGHLIGHTS**

There are no significant changes to this budget.

**GENERAL FUND EXPENDITURES  
DRUG COURT**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	253	623.100	Telephone	266	300	250	300
2	100	253	624.100	Postage & Freight	147	200	100	200
3	100	253	626.100	Maintenance & Repairs	0	150	0	150
4	100	253	634.100	Training	500	700	500	700
5				<b>Total Services</b>	<u>913</u>	<u>1,350</u>	<u>850</u>	<u>1,350</u>
6								
7								
8	100	253	651.100	Office Supplies	287	400	250	400
9	100	253	652.100	Mileage	179	300	200	300
10	100	253	653.100	Books & Publications	0	200	100	200
11	100	253	654.100	Memberships	0	0	0	0
12	100	253	655.100	Business Expense	0	0	0	0
13	100	253	656.100	Printing & Binding	0	350	225	350
14	100	253	661.100	Miscellaneous Other	0	0	0	0
15				<b>Total Supplies &amp; Other</b>	<u>466</u>	<u>1,250</u>	<u>775</u>	<u>1,250</u>
16								
17	100	253	687.100	Office Equipment	0	900	900	900
18				<b>Total Capital Outlay</b>	<u>0</u>	<u>900</u>	<u>900</u>	<u>900</u>
19								
20								
21				<b>DRUG COURT</b>				
22				<b>TOTAL EXPENDITURES</b>	<b>1,379</b>	<b>3,500</b>	<b>2,525</b>	<b>3,500</b>

## **CIRCUIT CLERK**

### **DEPARTMENTAL FUNCTIONS**

The Franklin County Circuit Clerk's Office provides services to the general public regarding the filing of civil lawsuits, case processing of civil lawsuits, case processing of criminal lawsuits, the collection of fines and court costs, record preservation and any other service related to the cases filed in the Franklin County Circuit Court.

### **2016 ACCOMPLISHMENTS**

- Provided courteous and efficient service to the general public, litigants, attorneys, and policing entities we serve.
- Completed scanning, quality checking and making the official record of three years of disposed, paper cases.
- Began using the "Pay by Web" feature on Case.net, allowing litigants to pay fines and court costs over the internet.

### **2017 OBJECTIVES**

- Continue scanning, quality checking and making the official record of disposed, paper cases.
- Continue providing excellent public service to the general public, litigants, attorneys and policing entities we serve.
- Encouragement of frequent, applicable training for all clerks in order to maintain efficient processing of court cases/records.

### **BUDGET HIGHLIGHTS**

For 2017, this department reduced the following line items in the budget: telephone from \$13,000 to \$11,000, postage and freight from \$20,000 to \$18,000, office supplies from \$35,000 to \$20,000 and office equipment from \$35,000 to \$24,000.

**GENERAL FUND EXPENDITURES  
CIRCUIT CLERK**

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	100	270	611.100	Regular Wages	0	0	0	0
2	100	270	612.100	Part-time Wages	0	0	0	0
3	100	270	613.100	FICA	0	0	0	0
4	100	270	614.100	Retirement-LAGERS	0	0	0	0
5	100	270	615.100	Unemployment	0	0	0	0
6	100	270	617.100	Life Insurance	0	0	0	0
7	100	270	617.200	Health Insurance	0	0	0	0
8	100	270	617.300	Dental Insurance	0	0	0	0
9	100	270	617.400	Vision Insurance	0	0	0	0
10				<b>Total Personnel Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
11								
12								
13	100	270	623.100	Telephone	8,024	13,000	8,000	11,000
14	100	270	624.100	Postage & Freight	15,436	20,000	13,000	18,000
15	100	270	626.100	Maintenance & Repairs	6,410	8,500	5,000	8,500
16	100	270	634.100	Training	0	0	0	0
17				<b>Total Services</b>	<b>29,870</b>	<b>41,500</b>	<b>26,000</b>	<b>37,500</b>
18								
19								
20	100	270	651.100	Office Supplies	12,611	35,000	14,500	20,000
21	100	270	652.100	Mileage	593	650	400	650
22	100	270	653.100	Books & Publications	189	500	400	500
23				<b>Total Supplies &amp; Other</b>	<b>13,393</b>	<b>36,150</b>	<b>15,300</b>	<b>21,150</b>
24								
25	100	270	687.100	Office Equipment	7,347	35,000	4,000	24,000
26				<b>Total Capital Outlay</b>	<b>7,347</b>	<b>35,000</b>	<b>4,000</b>	<b>24,000</b>
27								
28				<b>CIRCUIT CLERK</b>				
29				<b>TOTAL EXPENDITURES</b>	<b>50,609</b>	<b>112,650</b>	<b>45,300</b>	<b>82,650</b>

## **COURT REPORTERS**

### **DEPARTMENTAL FUNCTIONS**

The official court reporters are responsible for preserving the record of all cases for the information of the court, jury and parties for the division to which they are assigned. The court reporter is an officer of the court and provides transcripts upon request to the judges, the attorneys, the parties and the general public.

### **2016 ACCOMPLISHMENTS**

- The members of this department have attended all sessions of their court, preserving the record.
- The members of this department have prepared and delivered all requested transcripts in a timely manner.
- The members of this department have provided all other support duties requested by the judge to whom they are assigned.

### **2017 OBJECTIVES**

The members of this department will:

- Attend all sessions of their court.
- Fill in for one another when needed.
- Preserve the record in accordance with all applicable statutes and court rules.
- Prepare and deliver all requested transcripts in a timely manner.
- Provide any support/administrative duties requested by their judge.

### **BUDGET HIGHLIGHTS**

There are no significant changes to this budget.

**GENERAL FUND EXPENDITURES  
COURT REPORTERS**

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	100	275	623.100	Telephone	198	400	400	400
2	100	275	624.100	Postage & Freight	0	100	100	100
3	100	275	626.100	Maintenance & Repairs	695	1,550	1,550	1,550
4	100	275	634.100	Training	225	450	450	450
5				<b>Total Services</b>	<u>1,118</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
6								
7								
8	100	275	651.100	Office Supplies	503	800	800	800
9	100	275	654.100	Memberships	680	810	860	860
10				<b>Total Supplies &amp; Other</b>	<u>1,183</u>	<u>1,610</u>	<u>1,660</u>	<u>1,660</u>
11								
12	100	275	687.100	Office Equipment	0	0	0	0
13				<b>Total Capital Outlay</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
14								
15								
16				<b>COURT REPORTERS</b>				
17				<b>TOTAL EXPENDITURES</b>	<b>2,301</b>	<b>4,110</b>	<b>4,160</b>	<b>4,160</b>

## PROSECUTING ATTORNEY

### DEPARTMENTAL FUNCTIONS

The Prosecuting Attorney is an elected official who represents the State of Missouri in all criminal matters arising within Franklin County. The Prosecuting Attorney is also responsible for child support enforcement within the County.

### 2016 ACCOMPLISHMENTS

- Prosecuted a 20% increase in both felony and misdemeanor caseloads in 2016 versus the previous year.
- Processed and reviewed a 23.5% increase from 2015 in the total number of reports submitted to this office by Franklin County Law Enforcement Agencies in 2016.
- Will provide victim services to over 1,300 victims this year.
- Received for the thirteenth year the STOP Violence Against Women Grant that has allowed our office to continue to enhance our ability to successfully prosecute domestic violence cases. The domestic violence unit will process approximately 600 warrant applications in the year 2017.
- Implemented a twentieth Franklin County Grand Jury.
- Continued and expanded the Regional Child Advocacy Center for the interviewing of child victims in abuse cases.
- Participated in monthly review of all children that are interviewed through the Child Advocacy Center.
- Continued and expanded the Franklin County Drug Court. This program equips participants with the tools to maintain a drug-free life and saves the State over \$90,000 in incarceration fees without any cost to the County. The cost of a defendant being in Drug Court is one-third of the cost compared to the person being in the Department of Corrections.
- Participated in Drug Court graduations which are held three times a year with an average of 20-25 people graduating in each graduation.
- Implemented DWI Court for the eighth year. This program helps to get felony DWI offenders out of the County jail, saving the County thousands of dollars. Similar to Drug Court, this program also provides offenders the opportunity to obtain a hardship driver's license, allowing them to be more productive citizens.
- The Prosecuting Attorney's office is responsible for supplying the books to the participants of the Moral Recognition Therapy program – which is a required program of all Treatment Court participants.
- Continued to offer the MIP program which is intended to reduce the underage drinking that occurs in Franklin County. In the MIP program, the offender is required to complete a Youth Alcohol and Drug Education Seminar and complete ten hours of community service, along with several other stipulations.
- Prepared and presented training seminars for law enforcement agencies to keep them updated on case law and legal procedures.

- Developed and implemented a supervisory treatment program for persons charged with Class A misdemeanor DWIs. This need for this program was recognized after learning that the majority of persons charged with a DWI will never get a subsequent DWI. However, of those individuals that are charged with a second, a large majority continue to drive while intoxicated. The Prosecuting Attorney's office recognizes the extreme danger the offenders pose to the community. By intervening and providing treatment at the critical phase of the second DWI, we are attempting to prevent any further contact between the offender and the criminal justice system and keep the community safe. The Prosecuting Attorney's office works closely with the designated treatment provider and supervising agency to ensure program quality.
- Implemented a second victim advocate position to our office. The State of Missouri obtained a Federal grant of \$39,000,000, which will pay for the entire cost of the position in Franklin County.
- Our office receives all documentation through an email system with the courts which in turn is saving our office money. We transmit all correspondence to the courts and defense attorneys through emails. We no longer mail documents to them or make copies, in turn saving on postage and office supply costs.
- Implemented a paperless office system, receiving all warrant applications from the Franklin County Sheriff's Office electronically.

## **2017 OBJECTIVES**

- To continue to effectively and efficiently prosecute all crimes committed in Franklin County under this jurisdiction, so as to serve and help protect the citizens of Franklin County.
- To continue toward a completely paperless office, receiving all warrant applications from various law enforcement agencies electronically.
- The Prosecuting Attorney's Office is requesting that our 2017 budget include funds for two additional assistant prosecuting attorneys and one additional support staff for the following reasons:
  - The Prosecuting Attorney's Office needs an additional assistant prosecuting attorney to handle non-traffic misdemeanor files and to supervise the two assistant prosecutors that handle traffic files, and an additional assistant to review felony warrant applications. No additional attorneys have been added to the staff since I was elected in 1998.
  - In 2015-2016, the Prosecuting Attorney's Office reviewed 21.7% more misdemeanor applications and 31% more felony applications than the previous year, resulting in an increase of 20% in the number of both felony (865 cases) and misdemeanor (4,791) cases filed. Over the last four years, we have experienced a 24.8% increase in misdemeanor applications and a 67.4% increase in felony applications.

- (The 2015-2016 numbers above cover September 1, 2015 – August 31, 2016. These totals are based on actual cases issued, and do not include the warrant applications submitted to our office in which prosecution was refused. There were 1,097 misdemeanor and 545 felony referrals which were refused during that year.)
- The use of the Grand Jury has remained restricted this year. Our office presented 396 cases to the Grand Jury in 2014-2015. This number was reduced to 157 in 2015-2016 (a 60% reduction). The restriction has substantially increased the number of preliminary hearing settings, slowed the case closure rate (the time from initial case filing until it is closed) and has resulted in a case backlog, putting additional strain on my present staff of attorneys and support staff.

## **BUDGET HIGHLIGHTS**

A new line item for fuel has been added to the 2017 budget for the amount of \$5,000. The budget for personnel services has increased for 2017. This is due to the addition of a second victim advocate position during 2016. Also contributing to this increase is the additional assistant prosecuting attorney and legal secretary positions which were added for 2017. \$7,300 has been budgeted for office equipment for these two new employees.

## PROSECUTING ATTORNEY

### PERSONNEL DETAIL

Position Title	2015	Budgeted 2016	Budgeted 2017	2016-2017 Change
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	
Prosecuting Attorney	1.0	1.0	1.0	0.0
Assistant Prosecuting Attorney	7.0	7.0	8.0	1.0
Chief Investigator	1.0	1.0	1.0	0.0
Criminal Investigator	1.0	1.0	1.0	0.0
Director of Legal Services	1.0	1.0	1.0	0.0
Assistant Director of Legal Services	1.0	0.0	0.0	0.0
Restitution Director & Assistant Office Manager	0.0	1.0	1.0	0.0
Office Manager	1.0	1.0	1.0	0.0
Victim Advocate	1.0	1.0	2.0	1.0
Bookkeeper/Restitution Assistant	1.0	0.0	0.0	0.0
Legal Secretary	5.0	6.0	7.0	1.0
	20.0	20.0	23.0	3.0

The bookkeeper/restitution assistant was promoted to assistant office manager during 2015. During 2016, a second victim advocate position was filled. For the 2017 budget year, an additional assistant prosecuting attorney position and an additional legal secretary position were added.

### PERFORMANCE MEASURES

	2014	2015	Projected 2016	Projected 2017
Felony Cases Filed	700	842	842	842
Misdemeanor Cases Filed	5,900	5,465	5,465	5,465

**GENERAL FUND EXPENDITURES  
PROSECUTING ATTORNEY**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	280	611.100	Regular Wages	943,310	934,622	934,622	1,078,496
2	100	280	612.100	Part-time Wages	0	8,733	8,733	0
3	100	280	613.100	FICA	68,804	72,167	72,167	82,505
4	100	280	614.100	Retirement-LAGERS	157,826	145,801	145,801	179,030
5	100	280	615.100	Unemployment	1,902	5,300	0	0
6	100	280	617.100	Life Insurance	914	1,004	1,004	1,215
7	100	280	617.200	Health Insurance	132,416	153,116	153,116	157,650
8	100	280	617.300	Dental Insurance	7,146	7,023	7,023	8,501
9	100	280	617.400	Vision Insurance	2,283	2,244	2,244	2,716
10				<b>Total Personnel Services</b>	<u>1,314,601</u>	<u>1,330,010</u>	<u>1,324,710</u>	<u>1,510,113</u>
11								
12								
13	100	280	623.100	Telephone	8,209	8,550	8,550	8,650
14	100	280	624.100	Postage & Freight	3,216	3,500	3,500	3,600
15	100	280	626.100	Maintenance & Repairs	5,813	9,000	9,000	5,000
16	100	280	628.110	Bonds	126	300	300	300
17	100	280	629.100	Professional Services	0	7,000	7,000	7,000
18	100	280	632.200	Contractual Services	90,245	93,762	93,762	97,132
19	100	280	634.100	Training	0	0	0	7,965
20				<b>Total Services</b>	<u>107,609</u>	<u>122,112</u>	<u>122,112</u>	<u>129,647</u>
21								
22								
23	100	280	651.100	Office Supplies	2,454	4,000	4,000	5,400
24	100	280	652.100	Mileage	4,396	2,800	2,800	3,400
25	100	280	653.100	Books & Publications	1,095	1,700	1,600	1,700
26	100	280	654.100	Memberships	4,154	4,869	5,000	5,675
27	100	280	655.100	Business Expense	10,707	2,000	2,000	2,000
28	100	280	657.100	Fuel	0	0	0	5,000
29				<b>Total Supplies &amp; Other</b>	<u>22,806</u>	<u>15,369</u>	<u>15,400</u>	<u>23,175</u>
30								
31								
32	100	280	685.100	Vehicles	0	0	0	0
33	100	280	687.100	Office Equipment	0	0	0	7,300
34				<b>Total Capital Outlay</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,300</u>
35								
36								
37				<b>PROSECUTING ATTORNEY</b>				
38				<b>TOTAL EXPENDITURES</b>	<u>1,445,016</u>	<u>1,467,491</u>	<u>1,462,222</u>	<u>1,670,235</u>

## CHILD SUPPORT

### DEPARTMENTAL FUNCTIONS

The Child Support Division of the Franklin County Prosecuting Attorney's Office receives cases from the State of Missouri Child Support Office to prosecute through the court system. These cases include enforcement of an existing child support order or obtaining a paternity and child support order.

### 2016 ACCOMPLISHMENTS

- Franklin County child support collections should exceed \$9.5 million total collected in the year 2016.
- The State of Missouri Child Support Enforcement Division conducts a compliance audit from the MACSS (Missouri Automated Child Support System) computer system and the Franklin County Child Support Division has always been in compliance. The information our staff enters on the computer system on every case handled will determine if we have fully complied with federal and state regulatory performance standards as well as cooperative agreement requirements. The Franklin County Child Support Division has passed every audit, usually by 100%, and we anticipate similar compliance ratings on future audits. By passing the audit, the County qualifies for allowable incentive and reimbursement monies.
- Despite drastic state budget cuts which resulted in staff reduction, Franklin County child support collections in 2016 increased by 5%.
- In January, 2016, the Family Support Division restructured staff at the state level to implement new case referral procedures. This new structure has resulted in a 25% increase in referrals to our office since January, 2016. This child support staff has handled each case efficiently and effectively.

### 2016 OBJECTIVES

Every child has a right to receive support from both parents even if the parents are divorced, separated or never married. The Child Support Division of the Prosecuting Attorney's Office will continue to help families get the support they need.

### BUDGET HIGHLIGHTS

There are no significant changes to this budget.

## CHILD SUPPORT

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Child Support Administrator	1.0	1.0	1.0	0.0
Child Support Investigator	1.0	1.0	1.0	0.0
	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>0.0</u>

### PERFORMANCE MEASURES

	2014	2015	Projected 2016	Projected 2017
Open Cases	<u>226</u>	<u>229</u>	<u>229</u>	<u>229</u>
Collections for Children	\$9,407,240	\$9,558,944	\$9,558,944	\$9,558,944

**GENERAL FUND EXPENDITURES  
CHILD SUPPORT**

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>	
1	100	282	611.100	Regular Wages	79,222	81,281	81,281	82,902
2	100	282	613.100	FICA	5,883	6,218	6,218	6,342
3	100	282	614.100	Retirement-LAGERS	14,244	12,680	12,680	13,762
4	100	282	615.100	Unemployment	0	0	0	0
5	100	282	617.100	Life Insurance	97	106	106	106
6	100	282	617.200	Health Insurance	10,145	10,268	10,268	9,113
7	100	282	617.300	Dental Insurance	739	740	740	740
8	100	282	617.400	Vision Insurance	236	237	237	237
9			<b>Total Personnel Services</b>	<b>110,566</b>	<b>111,530</b>	<b>111,530</b>	<b>113,202</b>	
10								
11								
12	100	282	623.100	Telephone	1,502	2,500	2,500	2,000
13	100	282	624.100	Postage & Freight	980	2,500	1,000	2,500
14	100	282	625.100	Rent & Leases	6,519	8,800	6,600	6,100
15	100	282	626.100	Maintenance & Repairs	0	2,000	0	2,000
16	100	282	629.100	Other Professional Services	242	1,000	260	1,500
17	100	282	632.200	Contractual Services	49,862	50,010	50,010	50,010
18	100	282	634.100	Training	1,723	2,000	2,000	2,000
19			<b>Total Services</b>	<b>60,829</b>	<b>68,810</b>	<b>62,370</b>	<b>66,110</b>	
20								
21								
22	100	282	651.100	Office Supplies	1,607	2,000	2,000	2,000
23	100	282	652.100	Mileage	365	500	500	800
24	100	282	653.100	Books & Publications	462	500	500	500
25	100	282	655.100	Business Expense	0	800	0	800
26	100	282	656.100	Printing & Binding	0	400	0	400
27			<b>Total Supplies &amp; Other</b>	<b>2,434</b>	<b>4,200</b>	<b>3,000</b>	<b>4,500</b>	
28								
29								
30	100	282	687.100	Office Equipment	190	850	0	850
31			<b>Total Capital Outlay</b>	<b>190</b>	<b>850</b>	<b>0</b>	<b>850</b>	
32								
33								
34			<b>CHILD SUPPORT</b>					
35			<b>TOTAL EXPENDITURES</b>	<b>174,018</b>	<b>185,390</b>	<b>176,900</b>	<b>184,662</b>	

## **JUVENILE OFFICE**

### **DEPARTMENTAL FUNCTIONS**

The Twentieth Judicial Circuit Juvenile Office promotes and protects children and families by providing services and opportunities with empathy, respect and dignity, while at the same time holding the youth and families accountable through our efforts to restore justice to victims and advocate a better and safer community for all families. The juvenile staff works with both delinquent and status offenders as well as victims of child abuse and neglect. Services include, but are not limited to: warn and counseling offenders, information supervision, formal supervision, taking protective custody of victims of abuse and neglect and maintaining those cases until such time as Court intervention is no longer needed, filing of termination of parental rights cases when necessary and efforts towards restorative justice.

### **2016 ACCOMPLISHMENTS**

- Worked with several agencies to expand services provided to children in the community through previously obtained grants in the areas of status and delinquency offender resources for families and drug treatment and supervision.
- Maintained reduced number of youth detained in secure detention.
- Continued working with Children's Division to conduct frequent, systematic reviews of open Child Abuse and Neglect cases so that determinations can be made regarding progress allowing for quicker resolution of cases and earlier permanency for children.
- Continued partnering with Children's Division to hold diversion meetings regarding children and families who are at risk of being removed from the home and placed in the custody of the State.
- Developed and implemented diversion programming for young children (under 12) who are referred to our office for delinquency/status offenses allowing for services to be provided without the child entering formally into the juvenile system.

### **2017 OBJECTIVES**

- Review, revise and update policy manual for the Juvenile Office.
- Continue to work to implement alternatives to secure detention.
- Continue to work with Children's Division to expedite permanency in child abuse and neglect cases either through the termination of jurisdiction due to reunification, termination of parental rights and adoption, or guardianship.
- Work to ensure all youths with formal delinquency or status offense cases are represented by counsel and at all stages of the proceedings.
- Continue utilizing and developing diversion programming.

## **BUDGET HIGHLIGHTS**

When first viewing the 2017 budget request, it would appear that there are requests for significant increases in funding for several accounts; however, adjustments in funding were made to meet ever-changing needs. The most noticeable change is in the line items encompassing personnel services (611.100 – 617.400) and legal fees. Last year \$47,264 was allotted for personnel services. At the time the budget was submitted and approved, there was only one County employee covered. Subsequently, it was determined the two Juvenile Office attorneys would become County employees. Therefore, the overage in personnel services will be covered by the decreased spending in legal fees. In 2017, the amount anticipated for personnel services is \$182,378. In 2017, legal fees have been reduced from \$330,878 to \$216,000 to cover the increase in personnel services.

## JUVENILE OFFICE

### PERSONNEL DETAIL

<b>Position Title</b>	<b>2015 Full-time Equivalent</b>	<b>Budgeted 2016 Full-time Equivalent</b>	<b>Budgeted 2017 Full-time Equivalent</b>	<b>2016-2017 Change</b>
Juvenile Attorney	0	0	2	2
Family Court Caseworker	<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>
	<u><u>1</u></u>	<u><u>1</u></u>	<u><u>3</u></u>	<u><u>2</u></u>

After the 2016 budget was approved and adopted, two juvenile attorney positions were added to the County payroll. These two positions have been budgeted for 2017.

**GENERAL FUND EXPENDITURES  
JUVENILE OFFICE**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	285	611.100	Regular Wages	33,573	33,743	122,738	126,420
2	100	285	613.100	FICA	2,441	2,581	9,389	9,671
3	100	285	614.100	Retirement-LAGERS	5,913	5,264	19,147	20,986
4	100	285	617.100	Life Insurance	48	53	158	159
5	100	285	617.200	Health Insurance	3,806	5,134	21,887	23,678
6	100	285	617.300	Dental Insurance	370	370	1,109	1,109
7	100	285	617.400	Vision Insurance	118	119	354	355
8				<b>Total Personnel Services</b>	<b>46,269</b>	<b>47,264</b>	<b>174,782</b>	<b>182,378</b>
9								
10								
11	100	285	621.100	Legal Fees	232,125	330,878	203,359	216,000
12	100	285	623.100	Telephone	10,881	16,000	16,000	16,000
13	100	285	624.100	Postage & Freight	52	1,400	1,400	1,400
14	100	285	626.100	Maintenance & Repairs	6,138	23,000	23,000	20,000
15	100	285	629.100	Other Professional Services	12,382	18,000	18,000	18,000
16	100	285	634.100	Training	1,500	3,000	3,000	3,000
17				<b>Total Services</b>	<b>263,078</b>	<b>392,278</b>	<b>264,759</b>	<b>274,400</b>

FRANKLIN COUNTY, MISSOURI

BUDGET FOR FISCAL YEAR 2017

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	285	651.100	Office Supplies	3,941	5,600	5,600	5,600
2	100	285	652.100	Mileage	80	200	200	200
3	100	285	653.100	Books & Publications	565	700	700	700
4	100	285	654.100	Memberships	735	1,100	1,100	1,100
5	100	285	655.100	Business Expense	183	1,300	1,300	1,300
6	100	285	657.100	Fuel	5,373	15,000	15,000	14,000
7	100	285	658.100	Janitorial Supplies	47	650	650	650
8				<b>Total Supplies &amp; Other</b>	<u>10,924</u>	<u>24,550</u>	<u>24,550</u>	<u>23,550</u>
9								
10								
11	100	285	685.100	Vehicles	18,186	0	0	0
12	100	285	686.100	Other Equipment	0	2,000	2,000	2,000
13	100	285	687.100	Office Equipment	2,974	3,000	3,000	3,000
14				<b>Total Capital Outlay</b>	<u>21,160</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
15								
16								
17				Maintenance of Effort Transfer				
18	100	285	690.610	To Family Court	0	0	0	0
19				<b>Total Transfers</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
20								
21								
22				<b>JUVENILE OFFICE</b>				
23				<b>TOTAL EXPENDITURES</b>	<b>341,431</b>	<b>469,092</b>	<b>469,091</b>	<b>485,328</b>

## **PUBLIC ADMINISTRATOR**

### **DEPARTMENTAL FUNCTIONS**

Mary Jo Straatmann is the Franklin County Public Administrator. The Public Administrator serves as court appointed Personal Representative in decedent's estates, and as guardian and/or conservator for individuals who are unable to care for themselves or their property when there is no one else to serve. Jacqueline Bovaconti is the only full-time employee. In addition, pursuant to Section 473.770 RSMO, the Franklin County Probate Court Judge appointed Jacqueline Bovaconti as Deputy Public Administrator for Franklin County, and as such she is vested with the powers and duties confirmed by said Section.

A guardian is a person appointed by a Court to manage the affairs of another, called a ward. The Conservator is appointed by a court to manage the estate of another, called a protectee. Guardianship and Conservatorship is a legal process used when a person can no longer make safe and/or sound decisions about his or her person and/or property and may fall victim to fraud or improper influence.

We carefully monitor and keep abreast of our wards' constantly changing medical condition and health care needs. We manage and process all paperwork regarding their medical, health, and financial matters. We are available 24/7 for emergencies and contact outside of the normal office hours, every day of the week.

In most cases, we are the only contact our wards have in their lives, as they have no family or relatives who maintain a relationship with them. It is our pleasure and our privilege to take care of these "special" people in our community. We treat each and every individual with the utmost dignity, respect, and compassion.

### **2016 ACCOMPLISHMENTS**

- Our budget for 2016 approved a part-time secretary position. This position was a newly created position in the office and we have hired a part-time secretary. With the assistance of one full-time and a one part-time staff, we have to the best of our ability, managed the ever-increasing case load and work flow. We are more hands-on with the medical care and details relating to health care for our Wards. However, this office will continue to have staffing needs as the caseload and workload increases.
- We have succeeded in placing new Wards in our County; we continued to move Wards closer to the County and back into the County for better health care observation; and, consequently, we have made a positive economic impact in our County by providing jobs and revenue.
- Our caseload of guardianship, conservatorship, and decedent estates continues to increase, and we continue to strive to meet the needs and demands of those in need in Franklin County.

- The cell phone usage has increased tremendously and we have become accessible 24/7 for emergencies and other urgent matters; consequently, health care facilities and providers have constant access to our office in emergency or critical situations allowing for prompt, excellent service to our Wards outside of office hours.
- Updated software, hardware, and office equipment for a more efficient operation in our daily functions.

## **2017 OBJECTIVES**

- Explore methods to store data and documents electronically as our office requires secured storage of data and records for individual files and electronic storage will result in a savings in paper usage and supplies.
- Maintain up-to-date software and hardware for continued efficiency in our day-to-day operations.
- Continue to monitor the caseload and staffing needs, so that the office continues to operate efficiently and effectively as the case load continues to increase year to year.
- Seek opportunities for training staff in areas, including, but not limited to, MOHealthNet, Medicare, SSA, DHM, DOSS, VA, and Missouri statutes relative to the function of this office in order to stay abreast of ever-changing statutes, rules, and regulations.
- After considering the best environment and care for each Ward, we will continue placing new Wards in our County, and we will continue moving our Wards closer to or into the County, which will allow our office better health care management and observation.
- We carefully monitor and keep abreast of our wards' constantly changing medical condition and health care needs. We manage and process all paperwork regarding their medical, health, and financial matters. We are available 24/7 for emergencies and contact outside of the normal office hours, every day of the week. We continually evaluate the residential needs of our Wards to ensure that their specific health care needs are being met, and to ensure they are residing, progressing, and functioning in a happy, safe, and healthy environment.
- In most cases, we are the only contact our wards have in their lives, as they have no family or relatives who maintain a relationship with them. It is our pleasure and our privilege to take care of these "special" people in our community. We treat each and every individual with the utmost dignity, respect, and compassion.

## **BUDGET HIGHLIGHTS**

\$2,377 has been budgeted for the required Public Administrator's bond.

## PUBLIC ADMINISTRATOR

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Public Administrator	1.0	1.0	1.0	0.0
Administrative Assistant/ Receptionist	0.0	0.5	0.5	0.0
Deputy Public Administrator	1.0	1.0	1.0	0.0
	<u>2.0</u>	<u>2.5</u>	<u>2.5</u>	<u>0.0</u>

Due to the number of case loads, a part-time administrative assistant/receptionist was added in 2016.

### PERFORMANCE MEASURES

	<u>2014</u>	<u>2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
Open Cases	89	88	88	88

**GENERAL FUND EXPENDITURES  
PUBLIC ADMINISTRATOR**

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	100	286	611.100	Regular Wages	100,708	103,324	103,324	105,395
2	100	286	612.100	Part-time Wages	0	11,988	11,988	12,228
3	100	286	613.100	FICA	7,702	8,821	8,821	8,998
4	100	286	614.100	Retirement-LAGERS	18,107	17,989	17,989	19,525
5	100	286	617.100	Life Insurance	97	106	106	106
6	100	286	617.200	Health Insurance	10,145	10,268	10,268	9,113
7	100	286	617.300	Dental Insurance	739	740	740	740
8	100	286	617.400	Vision Insurance	236	237	237	237
9				<b>Total Personnel Services</b>	<b>137,734</b>	<b>153,473</b>	<b>153,473</b>	<b>156,342</b>
10								
11								
12	100	286	621.100	Legal Fees	3,525	4,000	4,000	4,000
13	100	286	623.100	Telephone	1,367	1,750	1,750	1,750
14	100	286	624.100	Postage & Freight	962	1,000	1,000	1,000
15	100	286	625.100	Rent & Leases	80	100	100	100
16	100	286	626.100	Maintenance & Repairs	0	200	200	200
17	100	286	628.100	Bonds	0	0	0	2,377
18	100	286	631.100	Advertising	448	600	600	600
19	100	286	632.200	Contractual Services	800	800	800	800
20	100	286	634.100	Training	1,413	1,795	1,795	2,600
21				<b>Total Services</b>	<b>8,595</b>	<b>10,245</b>	<b>10,245</b>	<b>13,427</b>
22								
23								
24	100	286	651.100	Office Supplies	1,965	2,000	2,000	2,000
25	100	286	652.100	Mileage	4,725	5,000	5,000	5,000
26	100	286	653.100	Books and Publications	0	0	0	500
27				<b>Total Supplies &amp; Other</b>	<b>6,691</b>	<b>7,000</b>	<b>7,000</b>	<b>7,500</b>
28								
29								
30	100	286	687.100	Office Equipment	1,434	1,700	1,700	600
31				<b>Total Capital Outlay</b>	<b>1,434</b>	<b>1,700</b>	<b>1,700</b>	<b>600</b>
32								
33								
34				<b>PUBLIC ADMINISTRATOR</b>				
35				<b>TOTAL EXPENDITURES</b>	<b>154,455</b>	<b>172,418</b>	<b>172,418</b>	<b>177,869</b>

## **JUVENILE DETENTION**

### **DEPARTMENTAL FUNCTIONS**

The Missouri Supreme Court's circuit court budget committee recommended the elimination of payroll funding for a total of six detention facilities across the state of Missouri, including Franklin County. This became effective January 1, 2012. Franklin County now transports our juveniles to other juvenile facilities in neighboring counties. The County pays a per diem rate to these facilities. The juvenile detention budget provides for these per diem charges along with transportation charges.

### **BUDGET HIGHLIGHTS**

\$70,000 is budgeted to be transferred to the family court.

**GENERAL FUND EXPENDITURES  
JUVENILE DETENTION**

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	295	621.100	Legal Fees	0	0	0
2	100	295	624.100	Postage & Freight	0	0	0
3	100	295	629.100	Other Professional Services	0	0	0
4	100	295	629.150	Detention Per Diem	39,766	80,000	80,000
5			<b>Total Services</b>	<u>39,766</u>	<u>80,000</u>	<u>80,000</u>	<u>80,000</u>
6							
7							
8	100	295	652.150	Transportation Cost	0	2,000	2,000
9	100	295	657.100	Fuel	0	1,000	1,000
10			<b>Total Supplies &amp; Other</b>	<u>0</u>	<u>3,000</u>	<u>3,000</u>	<u>2,000</u>
11							
12							
13			Maintenance of Effort Transfer				
14	100	295	690.610	To Family Court	0	50,000	0
15			<b>Total Transfers</b>	<u>0</u>	<u>50,000</u>	<u>0</u>	<u>70,000</u>
16							
17							
18			<b>JUVENILE DETENTION</b>				
19			<b>TOTAL EXPENDITURES</b>	<b>39,766</b>	<b>133,000</b>	<b>83,000</b>	<b>152,000</b>

## **JUVENILE DIVERSION GRANTS**

### **DEPARTMENTAL FUNCTIONS**

Juvenile Court Diversion was implemented in the late 1970's as a grant-in-aid program to encourage development of services to youth at the local level while diverting at-risk youth from being committed to the Division of Youth Services. Juvenile courts across the state apply for grants from the division to support programs like intensive probation, family therapy and group counseling. Through juvenile court diversion, many local communities around the state are providing services that would otherwise not be available to youths near their homes.

### **BUDGET HIGHLIGHTS**

There are no significant changes to this budget.

## JUVENILE DIVERSION GRANTS

### PERSONNEL DETAIL

<b>Position Title</b>	<b>2015 Full-time Equivalent</b>	<b>Budgeted 2016 Full-time Equivalent</b>	<b>Budgeted 2017 Full-time Equivalent</b>	<b>2016-2017 Change</b>
Deputy Juvenile Officer	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>0.0</u>
	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>0.0</u>

**GENERAL FUND EXPENDITURES  
JUVENILE DIVERSION GRANTS**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	296	611.100	Regular Wages	26,791	27,488	27,477	28,301
2	100	296	613.100	FICA	1,633	2,103	2,102	2,165
3	100	296	614.100	Retirement-LAGERS	3,572	4,288	4,286	4,698
4	100	296	617.100	Life Insurance	48	53	53	53
5	100	296	617.200	Health Insurance	16,554	16,754	16,753	14,828
6	100	296	617.300	Dental Insurance	370	370	370	370
7	100	296	617.400	Vision Insurance	118	119	118	119
8				<b>Total Personnel Services</b>	<u>49,086</u>	<u>51,175</u>	<u>51,159</u>	<u>50,534</u>
9								
10								
11	100	296	623.100	Telephone	0	0	0	0
12	100	296	632.200	Contractual Services	0	0	0	0
13				<b>Total Services</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
14								
15								
16	100	296	651.100	Office Supplies	0	0	0	0
17	100	296	652.100	Mileage	0	0	0	0
18	100	296	655.100	Business Expense	0	0	0	0
19				<b>Total Supplies &amp; Other</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
20								
21								
22	100	296	687.100	Office Equipment	0	0	0	0
23				<b>Total Capital Outlay</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
24								
25								
26								
27								
28				<b>JUVENILE DIVERSION GRANTS</b>				
29				<b>TOTAL EXPENDITURES</b>	<b>49,086</b>	<b>51,175</b>	<b>51,159</b>	<b>50,534</b>

## **TRANSFERS TO LESTF**

### **DEPARTMENTAL FUNCTIONS**

This department was created under the General Fund to account for the transfers from the General Fund to the Sheriff's department in support of their operations.

### **BUDGET HIGHLIGHTS**

The General Fund is budgeted to transfer \$3,178,322 in 2017 to the Law Enforcement Sales Tax Fund.

GENERAL FUND EXPENDITURES  
TRANSFERS TO LESTF

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1 100	385	690.620	Transfers to LESTF	3,500,000	3,500,000	3,500,000	3,178,322

## **INDIGENT CARE**

### **DEPARTMENTAL FUNCTIONS**

This budget was established to provide funds for Franklin County's indigent citizens. The citizens usually receive Nursing Home Cash Grant and have no family members financially able to supplement their long-term care expenses. This budget provides for \$50 per month per qualified individual.

### **BUDGET HIGHLIGHTS**

There are no significant changes to this budget.

**GENERAL FUND EXPENDITURES  
INDIGENT CARE**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	410	632.200	Contractual Services	1,800	12,000	1,800	12,000
2				<b>Total Services</b>	<b>1,800</b>	<b>12,000</b>	<b>1,800</b>	<b>12,000</b>
3								
4								
5				<b>INDIGENT CARE</b>				
6				<b>TOTAL EXPENDITURES</b>	<b>1,800</b>	<b>12,000</b>	<b>1,800</b>	<b>12,000</b>

## **RECORDER OF DEEDS**

### **DEPARTMENTAL FUNCTIONS**

The Recorder's office is responsible for the recording and preservation of all records pertaining to land, military discharges, and marriage licenses. Additionally, we assist the public in locating real estate records. Current computer system/software is cutting edge for the industry.

### **2016 ACCOMPLISHMENTS**

- Updated work stations with new computers.
- Updated one work station with touch-screen indexing.
- Updated microfilm reader/scanner/viewer/printer with new technology that offers greatly improved reproduction options.
- Implemented Official Records Online to stream-line the process of requesting and receiving certified copies of documents.
- Completed back indexing on all historical, land records from 1915 to present making them available for a full, online search.

### **2017 OBJECTIVES**

- Purchase eight new receipt printers to replace Epson J-7100 that are end of life.
- Upgrade six work station scanners that were purchased in 2009.
- Continue back indexing of historical land records from 1915, making them available for a full online search.
- Pursuing e-recording of plat subdivisions and surveys.

### **BUDGET HIGHLIGHTS**

The contractual services line has been increased to \$89,070 for 2017, up from \$83,244 in 2016.

## RECORDER OF DEEDS

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Recorder of Deeds	1.0	1.0	1.0	0.0
Chief Deputy Recorder of Deeds	1.0	1.0	1.0	0.0
Assistant Chief Deputy	1.0	0.0	0.0	0.0
Land Records Manager	0.0	1.0	1.0	0.0
Land Records Clerk	4.0	4.0	4.0	0.0
Records Technician I	1.0	1.0	0.5	(0.5)
	<u>8.0</u>	<u>8.0</u>	<u>7.5</u>	<u>(0.5)</u>

In 2016, there was a title change from assistant chief deputy to land records manager.  
 During 2016, a part-time recorder records technician I resigned.

### PERFORMANCE MEASURERS

	<u>2014</u>	<u>2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
Marriage Licenses	722	730	730	730
Document Filings	17,577	19,282	19,282	19,282

**GENERAL FUND EXPENDITURES  
RECORDER OF DEEDS**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	445	611.100	Regular Wages	247,615	257,959	257,981	263,142
2	100	445	612.100	Part-time Wages	13,485	17,343	15,750	15,750
3	100	445	613.100	FICA	18,467	21,061	20,940	21,335
4	100	445	614.100	Retirement-LAGERS	42,539	40,242	40,245	43,682
5	100	445	615.100	Unemployment	0	3,500	3500	3,500
6	100	445	617.100	Life Insurance	335	370	370	370
7	100	445	617.200	Health Insurance	65,991	65,077	65,077	53,303
8	100	445	617.300	Dental Insurance	2,556	2,588	2,588	2,588
9	100	445	617.400	Vision Insurance	817	827	827	827
10				<b>Total Personnel Services</b>	<u>391,805</u>	<u>408,967</u>	<u>407,278</u>	<u>404,497</u>
11								
12								
13	100	445	623.100	Telephone	2,290	3,000	3,000	3,000
14	100	445	623.150	Office Internet	3,602	4,500	4,500	4,500
15	100	445	624.100	Postage & Freight	611	750	750	750
16	100	445	625.100	Rent & Leases	1,357	1,825	1,825	1,825
17	100	445	626.100	Maintenance & Repairs	0	1,000	1,000	1,000
18	100	445	632.200	Contractual Services				
19				(Computer System Exp.)	81,536	83,244	89,000	89,070
20	100	445	634.100	Training	1,607	2,500	2,500	2,500
21				<b>Total Services</b>	<u>91,003</u>	<u>96,819</u>	<u>102,575</u>	<u>102,645</u>
22								
23								
24	100	445	651.100	Office Supplies	4,058	4,500	4,500	4,500
25	100	445	652.100	Mileage	491	1,000	1,000	1,000
26	100	445	653.100	Books & Publications	3,565	0	0	0
27	100	445	654.100	Memberships	145	300	300	300
28	100	445	661.100	Miscellaneous Other				
29				(Microfilm Expenses)	7,284	9,000	9,000	9,000
30				<b>Total Supplies &amp; Other</b>	<u>15,543</u>	<u>14,800</u>	<u>14,800</u>	<u>14,800</u>
31								
32								
33	100	445	687.100	Office Equipment	959	2,000	2,000	2,000
34				<b>Total Capital Outlay</b>	<u>959</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
35								
36								
37				<b>RECORDER OF DEEDS</b>				
38				<b>TOTAL EXPENDITURES</b>	<b>499,310</b>	<b>522,586</b>	<b>526,653</b>	<b>523,942</b>

## **BUILDING DEPARTMENT**

### **DEPARTMENTAL FUNCTIONS**

Issue permits and inspect new construction of structures within unincorporated Franklin County to establish minimum requirements to safeguard the public safety, health and general welfare per adopted code.

### **2016 ACCOMPLISHMENTS**

- Continued inspections to provide safeguard and health welfare to the public.
- Worked with special prosecutor to take legal action on code violations.
- Inspectors attended training seminars.
- Implemented new Permit Tracking Program.
- Purchased new truck to replace older truck and sold older truck that contained high mileage.

### **2017 OBJECTIVES**

- Review and prepare for updating current code to the 2015 IRC and IBC codes.
- Continue providing quality service to both internal and external customers.
- Update and replace one, possibly two oldest computers.
- Continue working with IT Department to review and implement a new receipt program.

### **BUDGET HIGHLIGHTS**

\$4,000 has been budgeted under books and publications to provide for the updating of the current code to the 2015 IRC and IBC codes. Since a new truck was purchased in 2016, there are no appropriations for vehicles in 2017.

## BUILDING DEPARTMENT

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Building Commissioner/ Maintenance Director	1.0	1.0	1.0	0.0
Inspector I	2.0	2.0	2.0	0.0
Inspector II	2.0	2.0	2.0	0.0
Office Manager	1.0	1.0	1.0	0.0
Office Assistant I	1.0	1.0	1.0	0.0
	<u>7.0</u>	<u>7.0</u>	<u>7.0</u>	<u>0.0</u>

### PERFORMANCE MEASURES

	<u>2014</u>	<u>2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
Building Permits	887	753	753	753
Inspections	4,402	4,236	4,236	4,236

**GENERAL FUND EXPENDITURES  
BUILDING DEPARTMENT**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	450	611.100	Regular Wages	283,471	290,824	290,824	296,045
2	100	450	613.100	FICA	20,400	22,248	22,248	22,647
3	100	450	614.100	Retirement-LAGERS	50,970	45,368	45,368	49,143
4	100	450	617.100	Life Insurance	325	370	370	370
5	100	450	617.200	Health Insurance	61,100	61,836	61,836	60,731
6	100	450	617.300	Dental Insurance	2,587	2,588	2,588	2,588
7	100	450	617.400	Vision Insurance	827	827	827	827
8				<b>Total Personnel Services</b>	<b>419,680</b>	<b>424,061</b>	<b>424,061</b>	<b>432,351</b>
9								
10								
11	100	450	623.100	Telephone	3,872	5,300	5,100	5,300
12	100	450	624.100	Postage & Freight	614	700	625	700
13	100	450	626.100	Maintenance & Repairs	1,733	3,590	3,500	3,590
14	100	450	632.200	Contractual Services	333	400	400	400
15	100	450	634.100	Training	799	1,000	1,000	1,000
16				<b>Total Services</b>	<b>7,351</b>	<b>10,990</b>	<b>10,625</b>	<b>10,990</b>
17								
18								
19	100	450	651.100	Office Supplies	862	1,000	1,000	1,000
20	100	450	653.100	Books & Publications	0	250	1,000	4,000
21	100	450	654.100	Memberships	515	650	540	650
22	100	450	655.100	Business Expense	0	100	0	100
23	100	450	656.100	Printing & Binding	1,363	1,550	1,900	2,000
24	100	450	657.100	Fuel	10,181	15,000	12,000	15,000
25	100	450	661.100	Miscellaneous Other	111	200	526	200
26	100	450	661.110	Permit Refunds	1,696	3,500	2,000	3,500
27				<b>Total Supplies &amp; Other</b>	<b>14,728</b>	<b>22,250</b>	<b>18,966</b>	<b>26,450</b>
28								
29								
30	100	450	685.100	Vehicles	24,680	30,000	26,500	25,882
31	100	450	687.100	Office Equipment	471	1,000	1,000	1,000
32				<b>Total Capital Outlay</b>	<b>25,151</b>	<b>31,000</b>	<b>27,500</b>	<b>26,882</b>
33								
34								
35				<b>BUILDING DEPARTMENT</b>				
36				<b>TOTAL EXPENDITURES</b>	<b>466,910</b>	<b>488,301</b>	<b>481,152</b>	<b>496,673</b>

## **PURCHASING DEPARTMENT**

### **FUND FUNCTIONS**

The County Commission administers the budget for the Purchasing Department. This department is governed by RSMo 50.753.1 through 50.757.1.

### **BUDGET HIGHLIGHTS**

This is a newly-created department for the 2017 budget year.

## PURCHASING DEPARTMENT

### PERSONNEL DETAIL

<b>Position Title</b>	<b>2015 Full-time Equivalent</b>	<b>Budgeted 2016 Full-time Equivalent</b>	<b>Budgeted 2017 Full-time Equivalent</b>	<b>2016-2017 Change</b>
Purchasing Director	0.0	0.0	1.0	1.0
Purchasing Assistant	0.0	0.0	1.0	1.0
	<u>0.0</u>	<u>0.0</u>	<u>2.0</u>	<u>2.0</u>

A new department was established in 2017.

**GENERAL FUND EXPENDITURES  
PURCHASING DEPARTMENT**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	500	611.100	Regular Wages	0	0	0	82,250
2	100	500	611.200	Overtime	0	0	0	1,000
3	100	500	613.100	FICA	0	0	0	6,369
4	100	500	614.100	Retirement-LAGERS	0	0	0	13,820
5	100	500	617.100	Life Insurance	0	0	0	106
6	100	500	617.200	Health Insurance	0	0	0	19,384
7	100	500	617.300	Dental Insurance	0	0	0	740
8	100	500	617.400	Vision Insurance	0	0	0	237
9				<b>Total Personnel Services</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>123,906</u>
10								
11								
12	100	500	623.100	Telephone	0	0	0	500
13	100	500	624.100	Postage & Freight	0	0	0	500
14	100	500	631.100	Advertising	0	0	0	9,000
15	100	500	634.100	Training	0	0	0	2,000
16				<b>Total Services</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>12,000</u>
17								
18								
19	100	500	651.100	Office Supplies	0	0	0	750
20	100	500	652.100	Mileage	0	0	0	500
21	100	500	653.100	Books & Publications	0	0	0	100
22	100	500	654.100	Memberships	0	0	0	300
23	100	500	655.100	Business Expense	0	0	0	700
24				<b>Total Supplies &amp; Other</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,350</u>
25								
26								
27	100	500	687.100	Office Equipment	0	0	0	2,500
28				<b>Total Capital Outlay</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,500</u>
29								
30								
31				<b>PURCHASING DEPARTMENT</b>				
32				<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140,756</b>

## **VOTER REGISTRATION & ELECTIONS**

### **DEPARTMENTAL FUNCTIONS**

This office is responsible for all voter registration activities in the County, including new registrations, address changes, and name changes; as well as cancellations due to death, incarceration, or the registrant moving out of Franklin County. While taking care of the voter registration activities, we are also helping keep the Missouri state-wide database up-to-date.

Our office is also responsible for conducting all public elections held in Franklin County, training approximately 300 election judges, youth participants and additional staff per election, as well as taking filings for candidates for certain entities and all county offices. We also work with the Ethics Commission and local candidates to insure that campaign disclosure reports get filed, as well as providing regional training with the Ethics Commission and new candidates.

### **2016 ACCOMPLISHMENTS**

- Prepared and executed four major elections, with the possibility of one additional election. The March and April elections were only three weeks apart.
- Accepted filings and filing fees for those candidates who ran for a County office in the August primary.
- Processed a high number of new registrations as well as address changes, name changes and cancellations. As of August 31, 2016, we had already processed over 3,265 new voter registrations and 5,730 name and address changes.
- Issued, received and processed a high number of absentee ballots.
- Continued to work with Adkins to improve election judge training.
- Held more in-depth training for judges to be sure they are familiarized with the new voting equipment.
- Worked with the IT Department and the Secretary of State's Office to better utilize the state-wide database to improve its efficiency. Including going to training sessions or by viewing webinars that the Secretary of State offered.
- Processed eight initiative petitions that we received from the Secretary of State's Office.

### **2017 OBJECTIVES**

- Prepare and execute one major election, with the possibility of three more.
- Work on cleaning the Voter Registration database to comply with federal laws.
- Continue working on new election law changes.
- Work with the IT Department to get our website updated.
- Continue to communicate with the IT Department to stream-line our two registration databases.
- Check and restock inventory to prepare for the 2018 election year.
- Clean and reorganize the supply rooms after a very chaotic 2016 election year.

- Attend IACREOT training to learn best practices and ideas to help improve the election process from officials around the United States.

## **BUDGET HIGHLIGHTS**

In 2016, the budget supported four major elections, with the possibility of one additional election. With just one major election, with the possibility of three more in 2017, the overall budget has decreased by \$204,937.

## VOTER REGISTRATION AND ELECTIONS

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Director of Elections/ Assistant Chief Deputy	1.0	1.0	1.0	0.0
Assistant Director of Elections	1.0	1.0	1.0	0.0
Voter Registration Clerk	3.0	3.0	3.0	0.0
	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	<u>0.0</u>

### PERFORMANCE MEASURES

	<u>2014</u>	<u>2015</u>	Projected <u>2016</u>	Projected <u>2017</u>
Registered Voters	69,172	67,506	69,721	69,721
Elections Held	3	1	4	1

**GENERAL FUND EXPENDITURES  
VOTER REGISTRATION & ELECTIONS**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	550	611.100	Regular Wages	149,718	153,957	153,951	157,032
2	100	550	611.200	Overtime Wages	0	2,000	2,000	2,000
3	100	550	612.100	Part-Time Wages	176	35,000	35,000	15,000
4	100	550	613.100	FICA	10,226	14,608	14,608	13,313
5	100	550	614.100	Retirement-LAGERS	26,875	24,329	24,328	26,399
6	100	550	617.100	Life Insurance	225	264	264	264
7	100	550	617.200	Health Insurance	43,204	43,726	43,726	38,739
8	100	550	617.300	Dental Insurance	1,848	1,848	1,848	1,848
9	100	550	617.400	Vision Insurance	590	591	591	591
10				<b>Total Personnel Services</b>	<u>232,863</u>	<u>276,323</u>	<u>276,316</u>	<u>255,186</u>
11								
12								
13	100	550	623.100	Telephone	1,517	4,000	4,000	4,500
14	100	550	624.100	Postage & Freight	15,401	50,000	44,000	37,000
15	100	550	625.100	Rent & Leases	5,300	28,000	23,000	21,500
16	100	550	626.100	Maintenance & Repairs	36,496	40,100	38,000	39,300
17	100	550	631.100	Advertising	904	10,000	8,000	3,000
18	100	550	632.200	Contractual Services	84,894	364,000	329,000	219,000
19	100	550	634.100	Training	2,244	3,000	3,000	3,000
20				<b>Total Services</b>	<u>146,756</u>	<u>499,100</u>	<u>449,000</u>	<u>327,300</u>
21								
22								
23	100	550	651.100	Office Supplies	11,077	17,000	15,000	10,000
24	100	550	652.100	Mileage	2,223	10,000	6,500	5,000
25	100	550	655.100	Business Expense	3,174	3,000	3,000	3,000
26				<b>Total Supplies &amp; Other</b>	<u>16,474</u>	<u>30,000</u>	<u>24,500</u>	<u>18,000</u>
27								
28								
29	100	550	686.100	Other Equipment	237	2,000	2,000	2,000
30				<b>Total Capital Outlay</b>	<u>237</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
31								
32								
33				<b>REGISTRATION &amp; ELECTIONS</b>				
34				<b>TOTAL EXPENDITURES</b>	<b>396,330</b>	<b>807,423</b>	<b>751,816</b>	<b>602,486</b>

## **UNIVERSITY OF MISSOURI EXTENSION CENTER**

### **DEPARTMENTAL FUNCTIONS**

Using science-based knowledge, University of Missouri Extension engages people to understand change, solve problems and make informed decisions. Innovative program areas include agriculture, business and economic development, community development, strengthening families, consumer economics, horticulture, enhancing health and nutrition, protecting the environment, youth development and continuing education. The Franklin County University of Missouri Extension Center serves as a doorway to the University of Missouri Land Grant System and its wealth of resources and information.

### **BUDGET HIGHLIGHTS**

There are no significant changes to this budget.

**GENERAL FUND EXPENDITURES  
UNIVERSITY OF MISSOURI EXTENSION CENTER**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	560	625.100	Rent & Leases	14,400	14,400	14,400	14,400
2	100	560	632.200	Contractual Services	163,647	163,647	163,647	164,351
3				<b>Total Services</b>	<b>178,047</b>	<b>178,047</b>	<b>178,047</b>	<b>178,751</b>
4								
5								
6				<b>UNIV. OF MO EXT. CENTER</b>				
7				<b>TOTAL EXPENDITURES</b>	<b>178,047</b>	<b>178,047</b>	<b>178,047</b>	<b>178,751</b>

## **PLANNING AND ZONING**

### **DEPARTMENTAL FUNCTIONS**

Planning and Zoning is responsible for regulating a variety of planning activities in unincorporated Franklin County, including land divisions, lot-line adjustments, zoning districts, and floodplain administration. Related to these activities, we handle the process of surveys and subdivision plats, rezoning requests, conditional use permits, zoning enforcement, requests for appeals and variances from zoning regulations, and flood plain development permit requests. When needed, Planning and Zoning has also been helping with County Wide Tourism and Economic Development.

### **2016 ACCOMPLISHMENTS**

- Continued looking at the Unified Land Use Regulations and amended as needed.
- Had public hearings for amending the Unified Land Use Regulations.
- Passed multiple amendments to the Unified Land Use Regulations.
- Served the public through public hearings and administrative procedures.
- Zoning enforcement sent out numerous violations and filed criminal charges against numerous landowners to resolve violations. Closed out multiple violations.
- Continued hearing zoning violation cases in municipal court.
- Provided support to the Planning and Zoning Commission and Board of Zoning Adjustment by providing them with written staff reports for all public meetings as well as other necessary information.
- Provided training for the Planning and Zoning Commission.
- Worked with the IT Department to coordinate our regulations with their Road Naming Policy.
- Appointed new members to the Planning and Zoning Board and the Board of Zoning Adjustment.
- Hopefully have a new four-wheel drive vehicle

### **2017 OBJECTIVES**

- Look into rezoning the County.
- Purchase and implement our own software and mapping system to help streamline our daily tasks.
- Increase knowledge and skills of the Planning and Zoning staff through training opportunities.
- Continue to close both old and new violation files with the help of the municipal court.
- Increase the knowledge and skills of the Planning and Zoning Commission and Board of Zoning Adjustment through training opportunities.

- Look into using E-Board Room for the Planning and Zoning Commission and the Board of Zoning Adjustment.
- Continue to look at the regulations and amend as needed.

## **BUDGET HIGHLIGHTS**

For 2017, the amount budgeted for contractual services is \$31,722 which includes \$14,400 for Planning & Zoning software.

## PLANNING AND ZONING

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Planning & Zoning Director	1.0	1.0	1.0	0.0
Zoning Enforcement Officer	1.0	1.0	1.0	0.0
Administration Assistant	1.0	1.0	1.0	0.0
	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>0.0</u>

### PERFORMANCE MEASURES

	2014	2015	Projected 2015	Projected 2016
Zoning Applications	<u>256</u>	<u>288</u>	<u>288</u>	<u>288</u>

**GENERAL FUND EXPENDITURES  
PLANNING & ZONING**

					2015	2016	2016	2017
Fund	Dept.	Account No.	Description		Actual	Adopted Budget	Estimated By Dept.	Adopted Budget
1	100	565	611.100	Regular Wages	115,600	118,605	118,605	120,967
2	100	565	613.100	FICA	7,341	9,073	9,073	9,254
3	100	565	614.100	Retirement-LAGERS	20,784	18,502	18,502	20,081
4	100	565	617.100	Life Insurance	145	159	159	159
5	100	565	617.200	Health Insurance	42,988	36,752	43,506	38,505
6	100	565	617.300	Dental Insurance	1,109	1,109	1,109	1,109
7	100	565	617.400	Vision Insurance	354	355	355	355
8				<b>Total Personnel Services</b>	<u>188,321</u>	<u>184,555</u>	<u>191,309</u>	<u>190,430</u>
9								
10								
11	100	565	623.100	Telephone	980	1,200	960	1,100
12	100	565	624.100	Postage & Freight	890	1,100	930	1,100
13	100	565	625.100	Rent & Leases	35	35	35	35
14	100	565	626.100	Maintenance & Repairs	3	250	50	100
15	100	565	631.100	Advertising	1,744	1,700	1,700	1,700
16	100	565	632.200	Contractual Services	15,997	19,062	13,000	31,722
17	100	565	634.100	Training	532	700	569	611
18				<b>Total Services</b>	<u>20,181</u>	<u>24,047</u>	<u>17,244</u>	<u>36,368</u>
19								
20								
21	100	565	651.100	Office Supplies	636	700	350	700
22	100	565	652.100	Mileage	296	356	194	260
23	100	565	654.100	Memberships	245	325	325	325
24	100	565	656.100	Printing & Binding	312	2,100	500	1,900
25	100	565	657.100	Fuel	256	1,000	375	750
26	100	565	660.100	Other Supplies	0	200	0	200
27	100	565	661.100	Miscellaneous Other	1,500	0	0	0
28	100	565	661.110	Refunds	652	1,400	178	1,400
29				<b>Total Supplies &amp; Other</b>	<u>3,897</u>	<u>6,081</u>	<u>1,922</u>	<u>5,535</u>
30								
31								
32	100	565	685.100	Vehicles	0	19,500	25,000	0
33	100	565	687.100	Office Equipment	1,634	0	0	0
34				<b>Total Capital Outlay</b>	<u>1,634</u>	<u>19,500</u>	<u>25,000</u>	<u>0</u>
35								
36				<b>PLANNING &amp; ZONING</b>				
37				<b>TOTAL EXPENDITURES</b>	<b>214,033</b>	<b>234,183</b>	<b>235,475</b>	<b>232,333</b>

## **ECONOMIC DEVELOPMENT**

### **DEPARTMENTAL FUNCTIONS**

We are managed through Planning and Zoning and are responsible for directing and maintaining aspects of the County's Economic Development and Tourism related activities including all budgetary matters. We develop the County's economic development plans, coordinate and support the County's Community Economic Development Committee and prepare and monitor the County's Loan and Grant program. In addition to the above listed responsibilities, we are also the administrative body for the following:

- Franklin County Industrial Development Authority
- Franklin County Economic Development Council
- Franklin County Revolving Loan Fund Program
- Franklin County Tourism Committee

### **2016 ACCOMPLISHMENTS**

- Sent out mailings informing the public of the Revolving Loan Fund.
- Appointed new members to the Industrial Development Authority.
- Granted funds to the Bicentennial Committee

### **2017 OBJECTIVES**

- Continue to spread awareness of the Revolving Loan Fund and make more loans to business owners.
- Work with area Economic Developers and local cities to create a new economic development website page.

### **BUDGET HIGHLIGHTS**

The 2017 budget has been increased to \$15,275, up from \$6,900 in 2016. This increase is due to the upcoming Bicentennial celebration.

**GENERAL FUND EXPENDITURES  
ECONOMIC DEVELOPMENT/TOURISM**

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	100	567	624.100	Postage & Freight	11	1,500	75	1,500
2	100	567	631.100	Advertising	0	200	0	1,000
3	100	567	632.200	Contractual Services	2,000	3,000	1,300	3,000
4	100	567	634.100	Training	0	675	0	0
5				<b>Total Services</b>	<b>2,011</b>	<b>5,375</b>	<b>1,375</b>	<b>5,500</b>
6								
7	100	567	652.100	Mileage	0	200	0	50
8	100	567	654.100	Memberships	225	225	225	225
9	100	567	655.100	Business Expense	0	0	0	0
10	100	567	656.100	Printing & Binding	0	600	0	500
11	100	567	660.100	Other Supplies	0	500	0	500
12	100	567	661.100	Miscellaneous Other	0	0	0	8,500
13				<b>Total Supplies &amp; Other</b>	<b>225</b>	<b>1,525</b>	<b>225</b>	<b>9,775</b>
14								
15								
16								
17				<b>ECONOMIC DEV./TOURISM</b>				
18				<b>TOTAL EXPENDITURES</b>	<b>2,236</b>	<b>6,900</b>	<b>1,600</b>	<b>15,275</b>

## **EMERGENCY MANAGEMENT AGENCY (EMA)**

### **DEPARTMENTAL FUNCTIONS**

The Franklin County Emergency Management Agency (EMA) is responsible for Emergency Management for unincorporated Franklin County and is the second level of assistance for incorporated jurisdictions. We provide support to responding agencies in emergency situations and maintain and operate the Franklin County Emergency Operations Center. We help coordinate emergency planning, response, recovery, mitigation, and prevention activities between all stakeholders throughout the County, Region, and State.

### **2016 ACCOMPLISHMENTS**

- Restructured staffing to accommodate 911 responsibilities.
- Worked with partner agencies and organizations on the response and recovery of 2015 flood.
- Supported local and regional response to incidents.
- Enhanced the partnership of responders with schools.
- Purchase of fire response vehicle for field operations.

### **2017 OBJECTIVES**

- Support local and regional response to incidents.
- Maintain current capabilities of the agency.
- Continue enhancement of community outreach programs.

### **BUDGET HIGHLIGHTS**

Capital outlay has been reduced by \$48,000 for 2017. The school safety director position is not budgeted for 2017, thus the decrease in personnel services.

## EMERGENCY MANAGEMENT AGENCY

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
EMA Director	1.0	1.0	1.0	0.0
EMA Program Administrator	1.0	1.0	1.0	0.0
School Safety Director	1.0	1.0	0.0	(1.0)
	<u>3.0</u>	<u>3.0</u>	<u>2.0</u>	<u>(1.0)</u>

The position of school safety director has not been budgeted for in 2017.

**GENERAL FUND EXPENDITURES  
EMERGENCY MANAGEMENT AGENCY**

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	100	570	611.100	Regular Wages	137,796	166,800	104,097	106,180
1	100	570	611.200	Overtime	1,108	0	0	0
2	100	570	613.100	FICA	10,160	12,760	7,963	8,123
3	100	570	614.100	Retirement-LAGERS	22,747	26,021	16,239	17,626
4	100	570	615.100	Unemployment	0	0	0	0
5	100	570	617.100	Life Insurance	133	159	106	106
6	100	570	617.200	Health Insurance	17,558	20,267	10,263	9,113
7	100	570	617.300	Dental Insurance	1,016	1,109	740	740
8	100	570	617.400	Vision Insurance	325	355	237	237
9				<b>Total Personnel Services</b>	<b>190,843</b>	<b>227,471</b>	<b>139,645</b>	<b>142,125</b>
10								
11								
12	100	570	623.100	Telephone	5,344	9,000	6,358	10,000
13	100	570	624.100	Postage & Freight	11	200	50	200
14	100	570	626.100	Maintenance & Repairs	14,725	14,000	1,500	12,000
15	100	570	632.200	Contractual Services	2,296	10,000	7,500	12,000
16				<b>Total Services</b>	<b>22,376</b>	<b>33,200</b>	<b>15,408</b>	<b>34,200</b>
17								
18								
19	100	570	651.100	Office Supplies	1,199	3,000	1,000	3,000
20	100	570	652.100	Mileage	0	200	0	200
21	100	570	653.100	Books & Publications	148	200	200	500
22	100	570	654.100	Memberships	50	500	100	300
23	100	570	655.100	Business Expense	2,278	11,550	1,200	2,000
24	100	570	656.100	Printing & Binding	169	1,000	220	500
25	100	570	657.100	Fuel	1,383	4,000	2,000	4,000
26	100	570	660.100	Other Supplies	2,204	22,000	4,400	15,000
27				<b>Total Supplies &amp; Other</b>	<b>7,431</b>	<b>42,450</b>	<b>9,120</b>	<b>25,500</b>
28								
29								
30	100	570	685.100	Vehicles	0	55,000	48,482	0
31	100	570	686.100	Other Equipment	602	7,500	7,500	12,000
32	100	570	687.100	Office Equipment	0	2,500	1,000	5,000
33				<b>Total Capital Outlay</b>	<b>602</b>	<b>65,000</b>	<b>56,982</b>	<b>17,000</b>
34								
35				<b>EMERGENCY MANAGEMENT AGENCY</b>				
36				<b>TOTAL EXPENDITURES</b>	<b>221,252</b>	<b>368,121</b>	<b>221,155</b>	<b>218,825</b>

## **LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)**

### **DEPARTMENTAL FUNCTIONS**

The Local Emergency Planning Committee is an organization that is required by state statutes. It is collaboration between public and private community members who may have input in hazardous materials response or general emergency response situations.

It is funded through fees paid by organizations with hazardous materials, which go to the State of Missouri and then are filtered back to the community for training and education.

### **2016 ACCOMPLISHMENTS**

- Increased first responder participation in meetings and training through GoTo Webinar.
- Conducted annual planning workshop with EMA/LEPC.

### **2017 OBJECTIVES**

- Engage more Tier II reporting facilities to attend/host LEPC meetings and facility tours.

### **BUDGET HIGHLIGHTS**

The contractual services 2 budget is a pass through for MERC training coordinators. Money is paid to Franklin County by the State of Missouri as services are performed.

**GENERAL FUND EXPENDITURES  
LOCAL EMERGENCY PLANNING**

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	571	623.100 Telephone	1,957	2,220	1,989	2,220
2	100	571	624.100 Postage & Freight	6	500	15	500
3	100	571	626.100 Maintenance & Repairs	0	500	0	500
4	100	571	632.200 Contractual Services	1,530	2,000	0	2,000
5	100	571	632.220 Contractual Services 2	14,140	20,000	10,000	15,000
6	100	571	634.100 Training	975	7,905	900	7,500
7			<b>Total Services</b>	<u>18,608</u>	<u>33,125</u>	<u>12,904</u>	<u>27,720</u>
8							
9							
10	100	571	651.100 Office Supplies	786	1,000	50	3,000
11	100	571	652.100 Mileage	0	500	0	500
12	100	571	653.100 Books & Publications	0	750	22	750
13	100	571	656.100 Printing & Binding	120	750	50	750
14	100	571	657.100 Fuel	0	200	0	0
15	100	571	660.100 Other Supplies	0	14,175	150	12,000
16	100	571	661.100 Miscellaneous Other	876	14,500	1,000	12,000
17			<b>Total Supplies &amp; Other</b>	<u>1,782</u>	<u>31,875</u>	<u>1,272</u>	<u>29,000</u>
18							
19							
20							
22	100	571	687.100 Office Equipment	0	5,000	0	5,000
23			<b>Total Capital Outlay</b>	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>
24							
25							
26			<b>LOCAL EMERGENCY</b>				
27			<b>PLANNING</b>				
28			<b>TOTAL EXPENDITURES</b>	<b>20,390</b>	<b>70,000</b>	<b>14,176</b>	<b>61,720</b>

**INFORMATION TECHNOLOGY**  
**GEOGRAPHIC INFORMATION SERVICES**

**E-911 ADDRESSING**

**DEPARTMENTAL FUNCTIONS**

The Franklin County Information Technology Department (IT) is responsible for managing computer resources and networks, along with its Geographic Information System (GIS) and E911 Addressing.

IT functions include the maintenance of the County's inventory of servers, workstations, printers, switches, routers, firewalls, scanners, and plotters. The County maintains a network for the buildings located in downtown Union along with remote locations.

IT functions also include the development and maintenance of software applications, along with the support of other third party applications. Help desk support is provided for both hardware and software issues. Intranet and internet websites are maintained for the sharing and distribution of information and data.

IT maintains all ownership records for Franklin County. Transfers, splits, and new subdivisions are processed daily. Maps are available for the general public along with various County departments and other agencies.

IT assigns and maintains addressing information for all properties in unincorporated Franklin County along with the development of layers used in the 911 Dispatch software.

**2016 ACCOMPLISHMENTS**

- Continued migration of data to virtual servers.
- Software development and maintenance:
  - GIS Ownership Tracking.
  - Building Department – Re-wrote Permit Tracking System.
  - Transfer Software between Assessor and Collector at tax time.
  - Bridge between Assessor and Collector for Personal Property.
  - Receipt Program for GIS.
- Upgraded GIS maps and currently working on upgrading the maps displayed in the intranet and internet.
- Upgraded network monitoring system.
- Implemented polling place location map for Voter Registration.
- Replaced both of our old plotters with on new KIP plotter.
- Implemented virtual servers in Sheriff's Office.

- Migrated Recorder to virtual servers.
- Migrated Assessor's Office to virtual servers.
- Completed project of capturing all addressable buildings in digital layers.

## **2017 OBJECTIVES**

- Continue the work of virtualizing all current data.
- Replace hardware to improve current backup system and schedule.
- Upgrade software solution for scanning and archiving digital records.
- Will retire the older AS400.

## **BUDGET HIGHLIGHTS**

The 2017 budget provides \$60,628 for a new County telephone system.

## INFORMATION TECHNOLOGY

### PERSONNEL DETAIL

<b>Position Title</b>	<b>2015 Full-time Equivalent</b>	<b>Budgeted 2016 Full-time Equivalent</b>	<b>Budgeted 2017 Full-time Equivalent</b>	<b>2016-2017 Change</b>
Information Technology Director	1.0	1.0	1.0	0.0
Assistant Information Technology Director	1.0	1.0	1.0	0.0
	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>0.0</u>

**GENERAL FUND EXPENDITURES  
INFORMATION TECHNOLOGY**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	580	611.100	Regular Wages	113,483	116,432	116,432	118,761
2	100	580	613.100	FICA	8,060	8,907	8,907	9,085
3	100	580	614.100	Retirement-LAGERS	20,403	18,163	18,163	19,714
4	100	580	617.100	Life Insurance	97	106	106	106
5	100	580	617.200	Health Insurance	27,987	28,325	28,325	25,069
6	100	580	617.300	Dental Insurance	739	740	740	740
7	100	580	617.400	Vision Insurance	236	237	237	237
8				<b>Total Personnel Services</b>	<b>171,005</b>	<b>172,910</b>	<b>172,910</b>	<b>173,712</b>
9								
10								
11	100	580	623.100	Telephone	4,405	4,000	4,000	4,000
12	100	580	624.100	Postage & Freight	2	200	200	200
13	100	580	625.100	Rent & Leases	35	35	35	35
14	100	580	626.100	Maintenance & Repairs	12,796	21,782	21,782	11,900
15	100	580	629.100	Other Professional Services	4,227	10,000	10,000	10,000
16	100	580	632.200	Contractual Services	52,787	68,490	68,490	57,180
17	100	580	634.100	Training	120	4,000	4,000	4,000
18				<b>Total Services</b>	<b>74,372</b>	<b>108,507</b>	<b>108,507</b>	<b>87,315</b>
19								
20								
21	100	580	651.100	Office Supplies	832	3,500	3,500	1,500
22	100	580	652.100	Mileage	245	250	250	250
23	100	580	655.100	Business Expense	0	250	250	250
24	100	580	661.100	Miscellaneous Other	0	0	0	0
25				<b>Total Supplies &amp; Other</b>	<b>1,077</b>	<b>4,000</b>	<b>4,000</b>	<b>2,000</b>
26								
27								
28								
29	100	580	686.100	Other Equipment	1,650	28,000	28,000	84,628
30	100	580	687.100	Office Equipment	1,183	3,000	3,000	3,000
31				<b>Total Capital Outlay</b>	<b>2,833</b>	<b>31,000</b>	<b>31,000</b>	<b>87,628</b>
32								
33								
34				<b>INFORMATION TECHNOLOGY</b>				
35				<b>TOTAL EXPENDITURES</b>	<b>249,287</b>	<b>316,417</b>	<b>316,417</b>	<b>350,655</b>

## **GEOGRAPHIC INFORMATION SERVICES**

### **BUDGET HIGHLIGHTS**

There are no significant changes to this budget.

**GEOGRAPHIC INFORMATION SERVICES**

**PERSONNEL DETAIL**

<b>Position Title</b>	<b>2015 Full-time Equivalent</b>	<b>Budgeted 2016 Full-time Equivalent</b>	<b>Budgeted 2017 Full-time Equivalent</b>	<b>2016-2017 Change</b>
GI5 Mapping Technician	1.0	1.0	1.0	0.0
GI5 Clerk III	0.5	0.5	0.5	0.0
	<u>1.5</u>	<u>1.5</u>	<u>1.5</u>	<u>0.0</u>

**GENERAL FUND EXPENDITURES  
GEOGRAPHIC INFORMATION SYSTEM**

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	100	581	611.100	Regular Wages	30,748	33,000	33,000	33,660
2	100	581	612.100	Part-Time Wages	13,894	16,769	16,769	17,103
3	100	581	613.100	FICA	3,347	3,807	3,807	3,883
4	100	581	614.100	Retirement-LAGERS	5,536	5,148	5,148	5,588
5	100	581	615.100	Unemployment	0	0	0	0
6	100	581	617.100	Life Insurance	48	53	53	53
7	100	581	617.200	Health Insurance	5,072	5,134	5,134	14,828
8	100	581	617.300	Dental Insurance	370	370	370	370
9	100	581	617.400	Vision Insurance	118	119	119	119
10				<b>Total Personnel Services</b>	<u>59,133</u>	<u>64,400</u>	<u>64,400</u>	<u>75,604</u>
11								
12								
13	100	581	623.100	Telephone	0	100	100	100
14	100	581	624.100	Postage & Freight	0	100	100	100
15	100	581	626.100	Maintenance & Repairs	12,757	15,282	15,282	16,050
16	100	581	629.100	Other Professional Services	0	3,000	3,000	0
17	100	581	632.200	Contractual Services	0	3,000	3,000	0
18	100	581	634.100	Training	0	4,000	4,000	4,000
19				<b>Total Services</b>	<u>12,757</u>	<u>25,482</u>	<u>25,482</u>	<u>20,250</u>
20								
21								
22	100	581	651.100	Office Supplies	3,338	4,000	4,000	4,000
23	100	581	652.100	Mileage	55	200	200	200
24	100	581	655.100	Business Expense	0	200	200	200
25	100	581	661.100	Miscellaneous Other	0	250	250	250
26				<b>Total Supplies &amp; Other</b>	<u>3,393</u>	<u>4,650</u>	<u>4,650</u>	<u>4,650</u>
27								
28								
29								
30	100	581	686.100	Other Equipment	23,968	2,000	2,000	2,000
31	100	581	687.100	Office Equipment	0	1,500	1,500	1,500
32				<b>Total Capital Outlay</b>	<u>23,968</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
33								
34								
35				<b>GEOGRAPHIC INFORMATION SYSTEM</b>				
36				<b>TOTAL EXPENDITURES</b>	<b>99,252</b>	<b>98,032</b>	<b>98,032</b>	<b>104,004</b>
37								

## **MAINTENANCE DEPARTMENT**

### **DEPARTMENTAL FUNCTIONS**

The Maintenance Department maintains buildings and systems elevators, HVAC, electrical, plumbing hardware and painting. It performs or oversees preventive maintenance. This department maintains the grounds, including cutting grass and removing snow. It oversees the daily cleaning not performed by other departments. It oversees all contracted repairs. The Maintenance Department orders supplies and oversees cleaning contractors. It repairs, replaces and maintains equipment.

### **2016 ACCOMPLISHMENTS**

- Continued maintenance and upkeep of grounds. (cut grass, trim bushes, pulled weeds, and plowed snow)
- Maintained buildings (making repairs and performing upkeep maintenance as necessary)
- Cleaned buildings, cleaned carpets, waxed and buffed floors. Kept bathroom supplies stocked.
- Added carpet extractor to the Government Center.
- Installed sliding glass doors in the Government Center.
- Added personnel to the Maintenance Department.
- Accident-free

### **2017 OBJECTIVES**

- Install permanent ladder at the Historical Courthouse for access to the roof.
- Hire an additional janitor for the Judicial Center upon Commission approval.
- Continued maintenance and upkeep of the County buildings.
- Maintain the building grounds.
- Purchase more equipment as needed to carry out the objectives of this department.
- Promote a janitor to lead person.

### **BUDGET HIGHLIGHTS**

There are no significant changes to this budget.

## MAINTENANCE DEPARTMENT

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Facilities Director	1.0	1.0	1.0	0.0
Janitor I	4.0	3.5	4.0	0.5
Janitor Leadperson	0.0	0.0	0.5	0.5
Maintenance Laborer	0.5	0.5	0.0	(0.5)
Maintenance Mechanic	2.0	2.0	2.0	0.0
	<u>7.5</u>	<u>7.0</u>	<u>7.5</u>	<u>0.5</u>

During 2016, eliminated a part-time position of maintenance laborer and assigned the current employee to the full-time position of maintenance mechanic.

During 2016, a facilities director retired. A maintenance mechanic was promoted to the position of facilities director.

For 2017, a janitor 1 position employee will be promoted to the position of janitor leadperson.

During 2017, a third part-time janitorial position will be added at the Judicial Center.

**GENERAL FUND EXPENDITURES  
MAINTENANCE**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	585	611.100	Regular Wages	115,842	118,853	118,853	108,888
2	100	585	611.200	Overtime	0	0	0	0
3	100	585	612.100	Part-Time Wages	71,962	92,628	92,628	94,766
4	100	585	613.100	FICA	14,432	16,178	16,178	15,580
5	100	585	614.100	Retirement-LAGERS	20,828	18,541	18,541	18,075
6	100	585	617.100	Life Insurance	145	159	159	159
7	100	585	617.200	Health Insurance	11,433	11,572	11,572	9,113
8	100	585	617.300	Dental Insurance	1,109	1,109	1,109	1,109
9	100	585	617.400	Vision Insurance	354	355	355	355
10				<b>Total Personnel Services</b>	<u>236,105</u>	<u>259,395</u>	<u>259,395</u>	<u>248,045</u>
11								
12								
13	100	585	623.100	Telephone	12,569	17,000	16,500	17,000
14	100	585	626.100	Maintenance & Repairs	63,151	60,000	60,000	75,500
15	100	585	630.100	Utilities	255,602	240,000	240,000	240,000
16	100	585	631.100	Advertising	98	300	200	300
17	100	585	632.200	Contractual Services	47,575	67,600	67,600	57,600
18				<b>Total Services</b>	<u>378,995</u>	<u>384,900</u>	<u>384,300</u>	<u>390,400</u>
19								
20								
21	100	585	651.100	Office Supplies	316	450	450	450
22	100	585	657.100	Fuel	1,290	3,000	2,100	3,000
23	100	585	658.100	Janitor Supplies	11,476	20,000	20,000	20,000
24	100	585	660.100	Other Supplies	762	1,000	1,000	1,000
25	100	585	661.100	Miscellaneous Other	690	1,000	1,000	1,000
26				<b>Total Supplies &amp; Other</b>	<u>14,534</u>	<u>25,450</u>	<u>24,550</u>	<u>25,450</u>
27								
28								
29								
30	100	585	686.100	Other Equipment	12,634	10,000	9,000	10,000
31				<b>Total Capital Outlay</b>	<u>12,634</u>	<u>10,000</u>	<u>9,000</u>	<u>10,000</u>
32								
33								
34				<b>MAINTENANCE DEPARTMENT</b>				
35				<b>TOTAL EXPENDITURES</b>	<b>642,268</b>	<b>679,745</b>	<b>677,245</b>	<b>673,895</b>

## **SOIL CONSERVATION**

### **DEPARTMENTAL FUNCTIONS**

The District works together with city and county agencies, local communities, state and federal agencies, volunteers and associations to get conservation on the land in Franklin County. Working together to help agriculture and urban landowners to protect the natural resources and to make sure that our children will live in a healthy land in the future is the main goal.

### **BUDGET HIGHLIGHTS**

Franklin County has provided administrative funding to the Franklin County Soil and Water Conservation District for many years. The District's operating budget relies on funds from the County and through 1/10 of 1% state parks and soils' tax.

There are no significant changes to this budget.

**GENERAL FUND EXPENDITURES  
SOIL CONSERVATION**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	595	632.200	Contractual Services	16,000	17,000	17,000	17,000
2								
3								
4				<b>SOIL CONSERVATION</b>				
5				<b>TOTAL EXPENDITURES</b>	<b>16,000</b>	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>

## **MISCELLANEOUS**

### **DEPARTMENTAL FUNCTIONS**

This budget is for miscellaneous expenditures within the General Fund as well as transfers from the General Fund to other funds.

### **BUDGET HIGHLIGHTS**

The transfer from the General Fund to the County 911 Fund has been budgeted at \$1,400,000 to support the additional personnel and the 911 systems upgrades.

**GENERAL FUND EXPENDITURES  
MISCELLANEOUS**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	596	617.500	Flex Spending	4,553	25,000	4,800	25,000
2				<b>Total Personnel Services</b>	<b>4,553</b>	<b>25,000</b>	<b>4,800</b>	<b>25,000</b>
3								
4								
5	100	596	629.100	Other Professional Services	125,071	175,000	150,000	150,000
6	100	596	632.200	Contractual Services	60,035	63,000	63,000	26,934
7				<b>Total Services</b>	<b>185,106</b>	<b>238,000</b>	<b>213,000</b>	<b>176,934</b>
8								
9								
10	100	596	661.100	Miscellaneous Other	32,276	40,000	40,000	40,000
11	100	596	661.150	Vets Hall Misc./Records Mngmnt.	164	4,381	612	3,769
12				<b>Total Supplies &amp; Other</b>	<b>32,440</b>	<b>44,381</b>	<b>40,612</b>	<b>43,769</b>
13								
14								
15	100	596	690.200	Transfers To Road & Bridge Fund	5,000	5,000	5,000	5,000
16	100	596	690.400	Transfers To Capital Improvement	0	0	0	0
17	100	596	690.450	Transfers To Office Building Fund	0	0	0	0
18	100	596	690.610	Transfers To Family Court	0	0	0	0
19	100	596	690.640	Transfers To County 911	0	0	0	1,400,000
20	100	596	690.665	Transfers To Health Fund	25,000	0	0	0
21	100	596	690.685	Transfers To Municipal Court	0	0	0	0
22	100	596	690.800	Transfers To Brush Creek	0	50,000	0	0
23				<b>Total Transfers Out</b>	<b>30,000</b>	<b>55,000</b>	<b>5,000</b>	<b>1,405,000</b>
24								
25								
26				<b>MISCELLANEOUS</b>				
27				<b>TOTAL EXPENDITURES</b>	<b>252,099</b>	<b>362,381</b>	<b>263,412</b>	<b>1,650,703</b>

## **GENERAL FUND CAPITAL IMPROVEMENTS**

### **DEPARTMENTAL FUNCTIONS**

This budget provides for the acquisition or construction of major capital facilities. For the budget year 2017 \$449,300 has been appropriated for principal and interest payments for a portion of the 2012 series of certificates of participation.

### **BUDGET HIGHLIGHTS**

There are no significant changes to this budget.

**GENERAL FUND EXPENDITURES  
CAPITAL IMPROVEMENTS**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	597	671.100	Capital Improvement Principal	255,600	259,200	259,200	263,700
2	100	597	672.100	Interest Series 2012	193,376	189,900	189,900	185,600
3				<b>Total Debt Service</b>	<b>448,976</b>	<b>449,100</b>	<b>449,100</b>	<b>449,300</b>
4								
5								
6				<b>CAPITAL IMPROVEMENTS</b>				
7				<b>TOTAL EXPENDITURES</b>	<b>448,976</b>	<b>449,100</b>	<b>449,100</b>	<b>449,300</b>

## **MEDICAL EXAMINER**

### **MISSION**

The mission is to provide Franklin County with medical examiner services as required by state statute.

### **DEPARTMENTAL FUNCTIONS**

The County contracts with St. Louis University for Medical Examiner services. The Medical Examiner is appointed by the County Commission and is responsible for investigating deaths occurring within Franklin County, and working closely with law enforcement authorities, judicial authorities, and state and federal agencies. Additionally, the Medical Examiner processes death certificates, performs autopsies, and maintains written documentation of all investigations, as required by State Statute.

### **BUDGET HIGHLIGHTS**

\$288,056 has been budgeted for medical examiner fees for 2017.

**GENERAL FUND EXPENDITURES  
MEDICAL EXAMINER**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	100	641	632.200	Contractual Services	266,323	276,977	276,977	288,056
2								
3								
4				<b>MEDICAL EXAMINER</b>				
5				<b>TOTAL EXPENDITURES</b>	<b>266,323</b>	<b>276,977</b>	<b>276,977</b>	<b>288,056</b>

## **EMERGENCY FUND**

### **DEPARTMENTAL FUNCTIONS**

The mission is to appropriate emergency funds in accordance with Missouri Revised Statutes, Chapter 50, Section 50.540.

### **FUND FUNCTIONS**

The County Commission administers this budget. Missouri Revised Statutes, Chapter 50, Section 50.540 states that the County Commission shall provide in its appropriation order, that an amount equal to not less than three percent of the total estimated general fund revenue shall be appropriated each year as an emergency fund. This appropriation is to be used for unforeseen emergencies.

### **BUDGET HIGHLIGHTS**

This budget exceeds the statutorily-mandated emergency appropriation. This fund was established by a transfer of \$3,000,000 from the building fund in 2013.

**EMERGENCY FUND**

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
1 Fund Balance, January 1	\$3,010,381	\$3,013,481	\$3,013,678	\$3,020,278
2				
3 Estimated Revenue	3,297	3,200	6,600	6,600
4				
5 Estimated Expenditures	0	(3,016,681)	0	(3,026,878)
6				
7 Revenues Over (Under)				
8 Expenditures	3,297	(3,013,481)	6,600	(3,020,278)
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	0	0	0	0
13 Net Transfers In (Out)	0	0	0	0
14				
15 Fund Balance, December 31	\$3,013,678	\$0	\$3,020,278	\$0

**REVENUE**

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
23							
24	150	000	492.100 Interest	3,297	3,200	6,600	6,600
25			Total Misc. Revenue	3,297	3,200	6,600	6,600
26							
27	150	000	498.100 Transfer From General Fund	0	0	0	0
28	150	000	498.450 Transfer From Bldg. Fund	0	0	0	0
29			Total Transfers	0	0	0	0

**EXPENDITURES**

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
37							
38	150	150	632.200 Contractual Services	0	3,016,681	0	3,026,878
39			Total Services	0	3,016,681	0	3,026,878

**EMERGENCY FUND**

43			<b>TOTAL EXPENDITURES</b>	0	3,016,681	0	3,026,878
----	--	--	---------------------------	---	-----------	---	-----------

## **ROAD AND BRIDGE FUND**

This fund is established and governed by RSMo 137.555 and 137.560. It accounts for the Road and Bridge Administration Department as well as the Road and Bridge Operations Department. The County Commission approves the budget and administers the fund. The County's road and bridge maintenance activities are funded with appropriations from this fund.

## ROAD AND BRIDGE FUND

				2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
1			Fund Balance, January 1	\$5,360,243	\$6,321,632	\$7,046,388	\$6,168,398
2							
3			Projected Revenues	11,392,955	14,083,864	12,548,148	15,299,663
4							
5			Operating Expenditures	(9,731,685)	(16,706,062)	(13,431,138)	(19,231,373)
6							
7			Revenues Over (under)				
8			Expenditures	1,661,270	(2,622,198)	(882,990)	(3,931,710)
9							
10			Other Financing Sources (Uses)				
11			Sale of Capital Assets	19,875	50,000	0	0
12			Transfers In	5,000	5,000	5,000	5,000
13			Transfers Out	0	0	0	0
14			Total Other Financing Sources (	24,875	55,000	5,000	5,000
15							
16			Fund Balance, December 31	\$7,046,388	\$3,754,434	\$6,168,398	\$2,241,688
17							
18							
19							
20							
21							
22							
23			Appropriated Regular Operations				\$19,231,373
24			Appropriated Emergency Reserve				2,241,688
25			Total Appropriations				\$21,473,061
26							
27							
28							
29							
30	<b>Fund</b>	<b>Dept.</b>	<b>Account</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>
31			<b>No.</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Adopted</b>
32			<b>Description</b>		<b>Budget</b>	<b>By Dept.</b>	<b>Budget</b>
33	200	000	411.100	3,653,250	3,515,448	3,640,889	3,640,889
34	200	000	411.200	197,659	305,691	316,599	316,599
35	200	000	411.300	54	0	17	0
36	200	000	411.310	8,232	5,700	8,300	8,300
37	200	000	411.311	-1,469	0	0	0
38	200	000	412.100	901	1,000	900	900
39	200	000	415.100	28,080	25,000	28,000	28,000
40	200	000	419.100	1,614,222	1,552,200	1,552,200	1,550,000
41	200	000	420.100	664,297	507,450	507,450	500,000
42	200	000	420.150	381	375	375	375
43	200	000	421.100	6,066,071	5,800,000	6,197,550	6,300,000
44			<b>Total Taxes</b>	<b>12,231,678</b>	<b>11,712,864</b>	<b>12,252,280</b>	<b>12,345,063</b>
45	200	000	442.100	390,829	3,612,000	1,520,000	4,524,000
46			<b>Total Inter Gov. Revenue</b>	<b>390,829</b>	<b>3,612,000</b>	<b>1,520,000</b>	<b>4,524,000</b>

1 FRANKLIN COUNTY, MISSOURI

BUDGET FOR FISCAL YEAR 2017

2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	
			Account																												
	Fund	Dept.	No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget																							
	200	000	491.100	Interest-Taxes	42,059	44,000	39,000	39,000																							
	200	000	492.100	Interest - Investments	3,917	0	8,625	8,600																							
	200	000	492.151	R&B Restricted Interest	0	0	0	0																							
	200	000	492.154	Series 08 Restricted Interest	7	0	116	0																							
				<b>Total Interest Revenue</b>	<b>45,983</b>	<b>44,000</b>	<b>47,741</b>	<b>47,600</b>																							
	200	000	493.050	Insurance Reimbursement	11,754	0	20,352	0																							
	200	000	497.100	Miscellaneous	16,668	0	9,775	0																							
				<b>Total Other Revenue</b>	<b>28,422</b>	<b>0</b>	<b>30,127</b>	<b>0</b>																							
	200	000	496.100	Sale of Asset	19,875	50,000	0	0																							
	200	000	498.100	Transfers From General Fund	5,000	5,000	5,000	5,000																							
				<b>Total Other Financing Sources</b>	<b>24,875</b>	<b>55,000</b>	<b>5,000</b>	<b>5,000</b>																							
	200	000	429.100	Collector's Commission Adjust.	-38,938	-39,000	-39,000	-39,000																							
	200	000	429.101	Assessor Commission Adjust.	-23,941	-24,000	-24,000	-24,000																							
	200	000	429.200	Special Road District Adjust.	-817,170	-805,000	-815,000	-815,000																							
	200	000	429.201	Cities Share Adjustment	-423,908	-417,000	-424,000	-424,000																							
	200	000	429.202	Grant Program Adjustment	0	0	0	-315,000																							
				<b>Total Adjustments to Revenue</b>	<b>-1,303,957</b>	<b>-1,285,000</b>	<b>-1,302,000</b>	<b>-1,617,000</b>																							
				<b>Total Road &amp; Bridge Revenue</b>	<b>11,417,830</b>	<b>14,138,864</b>	<b>12,553,148</b>	<b>15,304,663</b>																							

## **ROAD AND BRIDGE ADMINISTRATION**

### **DEPARTMENTAL FUNCTIONS**

Manages Road & Bridge budget, applies for and manages federal grants and contracts to replace bridges, road relocations and reconstruction. This department is responsible for equipment specifications and purchases. Manages a department governed by both a union contract and personnel policy.

### **2017 OBJECTIVES**

To oversee the objectives in Road & Bridge Operations.

### **BUDGET HIGHLIGHTS**

For 2017, the budget for office supplies has been reduced to \$2,500, down from \$7,100 in 2016. Office equipment has been budgeted at \$16,000 with the intent of purchasing (2) laptops/tablets, a copier and telephone headsets. \$14,000 has been budgeted for consultant fees for the acquisition of web-based work orders.

## ROAD AND BRIDGE ADMINISTRATION

### PERSONNEL DETAIL

Position Title	2015	Budgeted	Budgeted	2016-2017 Change
	Full-time Equivalent	2016 Full-time Equivalent	2017 Full-time Equivalent	
Highway Engineer/Administrator	0	1	1	0.0
Highway Administrator	1.0	0.0	0.0	0.0
Highway Engineer	1.0	0.0	0.0	0.0
West District Highway Supervisor	1.0	1.0	1.0	0.0
East District Highway Supervisor	1.0	1.0	1.0	0.0
Highway Shop Supervisor	1.0	1.0	1.0	0.0
Engineering Intern	0.0	0.5	0.0	(0.5)
Highway Records Clerk	1.0	1.0	1.0	0.0
Office Assistant	1.0	1.0	1.0	0.0
	<u>7.0</u>	<u>6.5</u>	<u>6.0</u>	<u>(0.5)</u>

The positions of highway engineer and highway administrator were combined in 2016.  
A part-time engineering intern position was not budgeted for 2017.

**ROAD & BRIDGE FUND EXPENDITURES  
ROAD & BRIDGE ADMINISTRATION**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	200	627	611.100	Regular Wages	305,825	313,738	313,738	318,722
2	200	627	611.200	Overtime	0	0	0	0
3	200	627	612.100	Part-Time Wages	0	7,000	0	0
4	200	627	613.100	FICA	21,855	24,536	24,001	24,382
5	200	627	614.100	Retirement-LAGERS	54,996	48,943	48,943	52,908
6	200	627	617.100	Life Insurance	290	317	317	317
7	200	627	617.200	Health Insurance	63,724	65,028	59,276	45,904
8	200	627	617.300	Dental Insurance	2,218	2,218	2,218	2,218
9	200	627	617.400	Vision Insurance	708	709	709	709
10				<b>Total Personnel Services</b>	<u>449,616</u>	<u>462,489</u>	<u>449,202</u>	<u>445,160</u>
11								
12								
13	200	627	623.100	Telephone	2,006	1,750	4,000	3,200
14	200	627	624.100	Postage & Freight	177	500	250	500
15	200	627	626.100	Maintenance & Repairs	0	730	650	1,250
16	200	627	632.200	Contractual Services	443	100	5,000	0
17	200	627	634.100	Training	412	4,200	4,100	4,800
18				<b>Total Services</b>	<u>3,038</u>	<u>7,280</u>	<u>14,000</u>	<u>9,750</u>
19								
20								
21	200	627	651.100	Office Supplies	1,784	7,100	2,500	2,500
22	200	627	653.100	Books & Publications	88	200	100	250
23	200	627	654.100	Memberships	45	200	100	175
24	200	627	655.100	Business Expense	490	500	800	400
25	200	627	661.100	Miscellaneous Other	125	1,800	1,000	1,600
26				<b>Total Supplies &amp; Other</b>	<u>2,532</u>	<u>9,800</u>	<u>4,500</u>	<u>4,925</u>
27								
28								
29	200	627	687.100	Office Equipment	399	8,750	6,000	16,000
30				<b>Total Capital Outlay</b>	<u>399</u>	<u>8,750</u>	<u>6,000</u>	<u>16,000</u>
31								
32	200	627	697.300	Consultant Fees	0	0	0	14,000
33				<b>Total Capital Improvement</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>14,000</u>
34								
35								
36				<b>ROAD &amp; BRIDGE ADMINISTRATION</b>				
37				<b>TOTAL EXPENDITURES</b>	<b>455,585</b>	<b>488,319</b>	<b>473,702</b>	<b>489,835</b>
38								

## ROAD & BRIDGE OPERATIONS

### DEPARTMENTAL FUNCTIONS

- Responsible for the repair, maintenance, upgrade and snow removal of 835 miles of roadway, 1,670 miles of road right of way and 160 bridges.
- Crews construct new roads (chip seal surfacing) and apply hot mix overlay.
- The Highway Department shops maintain its fleet of vehicles including heavy equipment.

### 2016 ACCOMPLISHMENTS

- Solicited bids and started construction, Bend Road Bridge
- Constructed Circle Drive Bridge
- Finalized ROW and final plans, Shawnee Ford Bridge
- Selected engineering consultant and began design, Possum Hollow Bridge
- Selected engineering consultant and began design, Fiddle Creek Bridge
- Added Ridge Road bridge replacement to TIP
- Researched adding roads to East-West Gateway categorical system
- Began implementing strategic highway safety plan
- Pursued and purchased capital equipment and items
- Researched web based work orders and maintenance systems
- Researched road network rating systems
- Researched preventative maintenance treatments for asphalt roadways
- Continued maintenance operations of existing improved roadways
- Pursued and completed department maintenance and capital road projects
- Addressed maintenance and repairs due to flooding early in year
- Provided documentation and costs to FEMA for disaster declaration
- Prepared and submitted Missouri Moves grant application for Old Hwy 100
- Bid and constructed capital project, Massey Ford Road Overlay

### 2017 OBJECTIVES

- Solicit bids and construction, Shawnee Ford Bridge
- Preliminary engineering and acquire ROW, Possum Hollow Bridge
- Preliminary engineering and acquire ROW, Fiddle Creek Bridge
- Select engineering consultant and begin design, Ridge Road Bridge
- Submit bridge replacement TIP application

- Select firm and perform road inspection and rating system
- Select firm for web based work order and vehicle maintenance and implement
- Implement preventative maintenance treatment for asphalt roadways
- Bid and construct capital projects
- Pursue and purchase capital equipment and supplies
- Continue maintenance operations for improved roadways
- Implement alternative winter treatment methods
- Pursue bridge repairs from biennial bridge inspections by MODOT
- Pursue deteriorated and structurally deficient non-bridge/culvert replacements
- Pursue engineering and permitting for non-bridge/culvert replacements

## **BUDGET HIGHLIGHTS**

The budget for maintenance and repairs on buildings has been reduced to \$0 for 2017, down from \$58,500 in 2016. The budget for uniforms has been increased to \$50,250 for 2017, up from \$30,500 in 2016. \$1,397,770 has been budgeted for the 2017 principal and interest payments for the 2012 series of certification participation which were used for the Pave the County Project. The budget for road repair materials has been reduced to \$2,265,000 for 2017, down from \$2,454,500 in 2016. The budget for bridge and culvert repairs is \$90,000 for 2017 up from \$35,000 in 2016. The budget for capital improvements (hot mix overlays, bridge projects, consultant fees, miscellaneous capital projects, and the Franklin County Grant Program) for 2017 has been increased to \$8,113,000, up from \$5,920,000 in 2016.

## ROAD AND BRIDGE OPERATIONS

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Open Positions	0	0	2	2
Leadperson 2	1.0	1.0	1.0	0.0
Leadperson 4	1.0	0.0	0.0	0.0
Leadperson 5	8.0	9.0	9.0	0.0
Operator 1	0.0	1.0	0.0	(1.0)
Operator 1- Asphalt Crew	1.0	0.0	0.0	0.0
Operator 2	1.0	1.0	3.0	2.0
Operator 3	3.0	3.0	1.0	(2.0)
Operator 4	2.0	1.0	3.0	2.0
Operator 5	16.0	17.0	16.0	(1.0)
T Crewperson 1	3.0	3.0	3.0	0.0
T Crewperson 2	0.0	0.0	1.0	1.0
T Crewperson 3	1.0	0.0	0.0	0.0
T Crewperson 4	0.0	1.0	0.0	(1.0)
T Crewperson 5	3.0	2.0	2.0	0.0
T Laborer 1	0.0	1.0	0.0	(1.0)
T Mechanic 1	1.0	1.0	0.0	(1.0)
T Mechanic 2	2.0	0.0	1.0	1.0
T Mechanic 3	0.0	2.0	1.0	(1.0)
T Mechanic 4	0.0	0.0	1.0	1.0
Truck Driver 1	3.0	3.0	0.0	(3.0)
Truck Driver 2	2.0	1.0	2.0	1.0
Truck Driver 3	0.0	0.0	1.0	1.0
Truck Driver 4	1.0	1.0	0.0	(1.0)
Truck Driver 5	4.0	5.0	6.0	1.0
	<u>53.0</u>	<u>53.0</u>	<u>53.0</u>	<u>0.0</u>

Positions and titles changed from within.

### PERFORMANCE MEASURES

	<u>2014</u>	<u>2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
Bridges Constructed	2	1	1	0
Miles of Roads Paved	11	13	13	13

**ROAD & BRIDGE FUND EXPENDITURES**  
**ROAD & BRIDGE OPERATIONS**

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	200	901	611.100	Regular Wages	2,180,451	2,314,101	2,314,101	2,361,300
2	200	901	611.200	Overtime Wages	21,194	20,000	15,000	20,000
3	200	901	612.100	Part-time Wages	82,859	110,000	80,000	110,000
4	200	901	613.100	FICA	166,256	186,974	184,296	190,584
5	200	901	614.100	Retirement-LAGERS	383,044	364,120	363,340	395,296
6	200	901	615.100	Unemployment	2,097	20,000	2,000	20,000
7	200	901	616.100	Workman's Compensation	186,970	200,000	300,000	300,000
8	200	901	617.100	Life Insurance	2,501	2,746	2,746	2,799
9	200	901	617.200	Health Insurance	455,372	454,495	454,495	439,543
10	200	901	617.300	Dental Insurance	19,127	19,220	19,220	19,589
11	200	901	617.400	Vision Insurance	6,111	6,141	6,141	6,259
12				<b>Total Personnel Services</b>	<b>3,505,982</b>	<b>3,697,797</b>	<b>3,741,339</b>	<b>3,865,370</b>
13								
14								
15	200	901	623.100	Telephone	4,361	5,600	5,600	6,200
16	200	901	626.104	Maintenance & Repairs-Bldgs.	0	58,500	42,000	0
17	200	901	632.200	Contractual Services	840	1,000	1,000	1,000
18	200	901	634.100	Training	0	3,200	2,000	5,500
19				<b>Total Services</b>	<b>5,201</b>	<b>68,300</b>	<b>50,600</b>	<b>12,700</b>
20								
21	200	901	655.100	Business Expense	89	150	150	150
22	200	901	659.100	Uniforms	25,844	30,500	25,000	50,250
23	200	901	661.100	Miscellaneous Other	0	0	0	2,000
24				<b>Total Supplies &amp; Other</b>	<b>25,933</b>	<b>30,650</b>	<b>25,150</b>	<b>52,400</b>
25								
26	200	901	671.100	Capital Improvement Principal	795,200	806,400	806,400	820,400
27	200	901	672.100	Interest	601,614	590,596	590,596	577,370
28				<b>Total Debt Service</b>	<b>1,396,814</b>	<b>1,396,996</b>	<b>1,396,996</b>	<b>1,397,770</b>
29								
30								
31	200	901	681.100	Land	0	1,000	1,000	1,000
32	200	901	681.120	Federal Bridge Land Acquisition	82,385	50,000	65,000	65,000
33	200	901	682.100	Buildings	0	62,500	10,000	101,000
34	200	901	685.100	Vehicles	79,061	65,000	55,000	75,000
35	200	901	686.100	Other Equipment	455,723	1,125,500	950,000	1,468,000
36	200	901	687.100	Office Equipment	418	1,500	2,000	10,000
37				<b>Total Capital Outlay</b>	<b>617,587</b>	<b>1,305,500</b>	<b>1,083,000</b>	<b>1,720,000</b>

## FRANKLIN COUNTY, MISSOURI

## BUDGET FOR FISCAL YEAR 2017

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	200	901	692.100	Rock - West	276,102	425,000	450,000	400,000
2	200	901	692.101	Rock - East	115,770	125,000	180,000	130,000
3	200	901	692.110	Pea Gravel - West	0	40,000	20,000	40,000
4	200	901	692.111	Pea Gravel - East	5,980	37,000	0	15,000
5	200	901	692.200	Asphalt Patching - West	339,304	460,000	460,000	445,000
6	200	901	692.201	Asphalt Patching - East	323,383	350,000	360,000	340,000
7	200	901	692.300	Liquid Asphalt - West	20,889	230,000	230,000	230,000
8	200	901	692.301	Liquid Asphalt - East	20,649	252,500	250,000	95,000
9	200	901	692.400	Herbicide	14,429	30,000	30,000	30,000
10	200	901	692.500	Salt	137,456	280,000	170,000	295,000
11	200	901	692.600	Striping	32,156	50,000	50,000	75,000
12	200	901	692.700	Culverts	97,761	125,000	130,000	125,000
13	200	901	692.800	Miscellaneous Road Repairs	15,999	25,000	9,342	25,000
14	200	901	692.850	Bike Trail Maintenance	0	10,000	10,000	0
15	200	901	692.900	Contractual Serv.-Maintenance	6,870	15,000	12,000	20,000
16				<b>Total Road Repair Materials</b>	<b>1,406,748</b>	<b>2,454,500</b>	<b>2,361,342</b>	<b>2,265,000</b>
17								
18								
19	200	901	693.100	Regular Operations - Bridge	17,152	25,000	25,000	50,000
20	200	901	693.900	Contractual Services-Bridge	450	10,000	5,000	40,000
21				<b>Total Bridge &amp; Culvert Repairs</b>	<b>17,602</b>	<b>35,000</b>	<b>30,000</b>	<b>90,000</b>
22								
23								
24	200	901	694.100	Fuel	347,480	550,000	275,000	460,000
25	200	901	694.200	Tires	61,146	70,000	70,000	80,000
26	200	901	694.300	Grease & Oil	9,908	20,000	16,000	21,000
27	200	901	694.400	Antifreeze/Deicer/Washer Fluid	0	0	0	0
28	200	901	694.500	Cutting Edges	17,496	25,000	22,000	25,000
29				<b>Total Equipment Operations</b>	<b>436,030</b>	<b>665,000</b>	<b>383,000</b>	<b>586,000</b>
30								
31								
32	200	901	695.100	Equipment Repair & Maintenance	357,877	380,000	380,000	380,000
33	200	901	695.200	Equipment Rental	18,900	30,000	30,000	30,000
34				<b>Total Equip. Repair &amp; Maint.</b>	<b>376,777</b>	<b>410,000</b>	<b>410,000</b>	<b>410,000</b>
35								
36								
37	200	901	696.100	Sign Supplies	19,889	40,000	32,000	40,000
38	200	901	696.200	Tools	9,526	14,000	14,000	20,000
39	200	901	696.300	Hwy. Garage Maint. & Operations	29,278	30,000	30,000	35,000
40	200	901	696.500	Radio Maintenance	10,060	10,000	14,000	15,000
41	200	901	696.600	Miscellaneous General Expense	16,278	25,000	18,000	20,000
42	200	901	696.650	Site Development	3,702	20,000	20,000	0
43	200	901	696.700	Insurance	85,786	95,000	88,009	99,298
44				<b>Total General Expenses</b>	<b>174,519</b>	<b>234,000</b>	<b>216,009</b>	<b>229,298</b>

FRANKLIN COUNTY, MISSOURI

BUDGET FOR FISCAL YEAR 2017

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	200	901	697.200	Hot Mix Overlays	651,866	725,000	700,000	1,038,000
2	200	901	697.250	Chip and Seal	0	0	0	0
3	200	901	697.300	Consultant Fees	0	60,000	50,000	125,000
4	200	901	697.400	County Bridge Projects	0	75,000	50,000	150,000
5	200	901	697.410	County Bridge Consultant Fees	7,568	70,000	50,000	225,000
6	200	901	697.600	Federal Bridge Projects	375,905	4,100,000	1,500,000	5,000,000
7	200	901	697.610	Federal Bridge Consultant Fees	130,933	415,000	400,000	655,000
8	200	901	697.700	Miscellaneous Capital Projects	0	25,000	10,000	220,000
10	200	901	697.910	Franklin County Grant Program	146,635	450,000	500,000	700,000
11				<b>Total Capital Improvements</b>	<b>1,312,907</b>	<b>5,920,000</b>	<b>3,260,000</b>	<b>8,113,000</b>
12								
13								
14				<b>ROAD &amp; BRIDGE OPERATIONS</b>				
15				<b>TOTAL EXPENDITURES</b>	<b>9,276,100</b>	<b>16,217,743</b>	<b>12,957,436</b>	<b>18,741,538</b>

## **ROAD AND BRIDGE EMERGENCY RESERVE**

### **DEPARTMENTAL FUNCTIONS**

This budget was created to appropriate a portion of the estimated remaining fund balance in the Road and Bridge Fund as emergency reserves.

### **BUDGET HIGHLIGHTS**

Appropriations to this budget fluctuate from year to year depending on the estimated remaining fund balance for the Road and Bridge Fund. The estimated remaining fund balance for 2017 for the Road and Bridge Fund is \$2,241,688. It is unlikely that these funds will be used.

**ROAD AND BRIDGE  
EMERGENCY RESERVE**

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1 200	142	632.200	Contractual Services	0	3,754,434	0	2,241,688

## **ASSESSMENT FUND**

This fund is established and governed by R5Mo 137.750. It accounts for the operations of the Franklin County Assessor's Office. The Assessor administers the fund.

ASSESSMENT FUND

				2015	2016	2016	2017
				Actual	Adopted	Estimated	Adopted
					Budget	By Dept.	Budget
1			Fund Balance, January 1	\$264,049	\$748,587	\$794,118	\$729,172
2							
3			Estimated Revenue	896,402	878,358	900,532	900,042
4							
5			Estimated Expenditures	(948,405)	(1,026,945)	(965,478)	(1,039,096)
6							
7			Revenues Over (Under)				
8			Expenditures	(52,003)	(148,587)	(64,946)	(139,054)
9							
10			Interfund Transfers In (Out)				
11			Transfers In	600,000	0	0	9,881
12			Transfers Out	0	0	0	0
13			Net Transfers	600,000	0	0	9,881
14							
15			Fund Balance, December 31	\$812,046	\$600,000	\$729,172	\$600,000
16			Nonspendable	(17,928)			
17			Fund Balance Available				
18			For Appropriation	\$794,118			
19							
20							
21							
22							
23							
24							
25							
26							
27	<b>Fund</b>	<b>Dept.</b>	<b>Account</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>
			<b>No.</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Adopted</b>
					<b>Budget</b>	<b>By Dept.</b>	<b>Budget</b>
28	300	000	418.100	671,068	655,000	670,000	670,000
			Taxing Entities Commission on Taxes				
29			Total Taxes	671,068	655,000	670,000	670,000
30							
31	300	000	443.001	223,158	223,158	229,367	229,367
			State Reimbursement				
32			Total Intergovernmental Revenue	223,158	223,158	229,367	229,367
33							
34	300	000	492.300	169	200	675	675
			Restricted Cash Earnings				
35	300	000	497.100	2,007	0	490	0
			Miscellaneous				
36			Total Miscellaneous Revenue	2,176	200	1,165	675
37							
38	300	000	498.100	600,000	0	0	9,881
			Transfers From General Revenue				
39			Total Transfers	600,000	0	0	9,881
40							
41			TOTAL ASSESSMENT FUND				
42			REVENUE	1,496,402	878,358	900,532	909,923

## ASSESSMENT

### FUND FUNCTIONS

The Assessor's office reviews and values all real property in Franklin County with the aid of a state approved mass appraisal software system. A percentage, which is based on the property's current use, is applied to the value. The resulting calculation is the assessed value. This assessment is used by taxing entities located within the County to determine property taxes on approximately 72,000 parcels. The Assessor's office also provides information to the general public through the means of personal interaction in both informal meetings as well as formal appeal settings.

Personal property is assessed each year and includes cars, trucks, motorcycles, tractors, etc. We mail over 50,000 personal and 3,500 business declaration forms each year, which are then returned to us for processing.

### 2016 ACCOMPLISHMENTS

- We accomplished Stage 1 to moving mobile homes over to personal property.

### 2017 OBJECTIVES

- Hire another field appraiser.

### BUDGET HIGHLIGHTS

The State of Missouri significantly reduced the reimbursement revenue to counties in 2002, dropping the per parcel rate from \$6.20 to \$5.50 and then reducing it again in FY 2003 to \$5.00. In addition, the state "froze" the parcel counts. In FY 2005, the state began an effort to restore the funding, reaching \$6.00 per parcel in 2008.

During 2009, the Governor reduced the state reimbursement to \$4.00 per parcel in an attempt to respond to the state's budget difficulties. During FY 2011, the state further reduced the per parcel rate to \$3.41 and then again during FY 2012 reduced it to \$3.00 per parcel. The reduction in per parcel rates from \$6.00 in 2008 to \$3.00 in 2013 has resulted in a \$200,544 loss in revenue for this fund. The 2017 budget assumes a per parcel rate of \$3.2327 for 70,952 parcels. Beginning in 2016, the real estate and the personal property budgets merged.

## ASSESSMENT

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Elected Official - Assessor	1.0	1.0	1.0	0.0
Personal Property Supervisor	1.0	1.0	1.0	0.0
Personal Property Research/ Lease Accounts	1.0	1.0	1.0	0.0
Personal Property Research/ Business Accounts	1.0	1.0	1.0	0.0
Personal Property Records Clerk	2.0	2.0	2.0	0.0
Res/Agricultural Supervisor	1.0	1.0	1.0	0.0
Administrative Assistant	0.0	1.0	1.0	0.0
Field Appraiser I	3.0	2.0	2.0	0.0
Field Appraiser II	1.0	1.0	1.0	0.0
Field Appraiser III	1.0	1.0	1.0	0.0
Commercial/Industrial Appraiser	1.0	1.0	1.0	0.0
Real Estate Coordinator	1.0	1.0	1.0	0.0
Real Property Technician	1.0	1.0	1.0	0.0
Data Entry Clerk	1.0	1.0	1.0	0.0
	<u>16.0</u>	<u>16.0</u>	<u>16.0</u>	<u>0.0</u>

Beginning in 2016, the personal property and real estate budgets merged.  
 During 2016, a field appraiser I became an administrative assistant.

### PERFORMANCE MEASURES

	<u>2014</u>	<u>2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
Real Estate Parcels Assessed	71,855	71,855	71,855	71,855
Personal Property Accounts Assessed	44,045	44,557	44,557	44,557

## ASSESSMENT FUND EXPENDITURES

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	300	204	611.100	Regular Wages	352,309	590,588	590,588	605,409
2	300	204	613.100	FICA	24,804	45,180	45,180	46,314
3	300	204	614.100	Retirement-LAGERS	63,343	92,132	92,132	100,498
4	300	204	615.100	Unemployment	0	5,667	0	0
5	300	204	617.100	Life Insurance	470	845	845	845
6	300	204	617.200	Health Insurance	79,899	105,829	105,829	92,626
7	300	204	617.300	Dental Insurance	3,696	5,914	5,914	5,914
8	300	204	617.400	Vision Insurance	1,181	1,890	1,890	1,890
9				<b>Total Personnel Services</b>	<b>525,702</b>	<b>848,045</b>	<b>842,378</b>	<b>853,496</b>
10								
11								
12	300	204	623.100	Telephone	4,093	9,300	6,100	9,000
13	300	204	624.100	Postage & Freight	9,000	33,000	33,000	40,000
14	300	204	626.100	Maintenance & Repairs	1,161	5,200	1,800	5,200
15	300	204	629.100	Other Professional Services	15,850	33,000	27,000	33,000
16	300	204	632.200	Contractual Services	13,017	23,000	12,000	20,000
17	300	204	634.100	Training	8,169	10,000	3,500	10,000
18				<b>Total Services</b>	<b>51,290</b>	<b>113,500</b>	<b>83,400</b>	<b>117,200</b>
19								
20								
21	300	204	651.100	Office Supplies	2,363	5,000	2,000	5,000
22	300	204	652.100	Mileage	3,974	15,000	6,000	15,000
23	300	204	653.100	Books & Publications	340	5,700	3,500	5,700
24	300	204	654.100	Memberships	0	1,500	900	1,500
25	300	204	655.100	Business Expense	114	1,200	300	1,200
26	300	204	656.100	Printing & Binding	1,125	27,000	20,000	30,000
27				<b>Total Supplies &amp; Other</b>	<b>7,916</b>	<b>55,400</b>	<b>32,700</b>	<b>58,400</b>
28								
29								
30								
31	300	204	685.100	Vehicles	0	0	0	0
32	300	204	687.100	Office Equipment	2,955	10,000	7,000	10,000
33				<b>Total Capital Outlay</b>	<b>2,955</b>	<b>10,000</b>	<b>7,000</b>	<b>10,000</b>
34								
35								
36				<b>ASSESSOR-REAL ESTATE</b>				
37				<b>TOTAL EXPENDITURES</b>	<b>587,863</b>	<b>1,026,945</b>	<b>965,478</b>	<b>1,039,096</b>

**ASSESSMENT FUND EXPENDITURES  
ASSESSOR-PERSONAL PROPERTY**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	300	205	611.100	Regular Wages	223,321	0	0	0
2	300	205	612.100	Part-Time Wages	0	0	0	0
3	300	205	613.100	FICA	16,730	0	0	0
4	300	205	614.100	Retirement-LAGERS	40,152	0	0	0
5	300	205	617.100	Life Insurance	273	0	0	0
6	300	205	617.200	Health Insurance	27,745	0	0	0
7	300	205	617.300	Dental Insurance	2,218	0	0	0
8	300	205	617.400	Vision Insurance	708	0	0	0
9				<b>Total Personnel Services</b>	<u>311,147</u>	<u>0</u>	<u>0</u>	<u>0</u>
10								
11								
12	300	205	623.100	Telephone	1,440	0	0	0
13	300	205	624.100	Postage & Freight	20,474	0	0	0
14	300	205	626.100	Maintenance & Repairs	336	0	0	0
15	300	205	628.100	Bonds	0	0	0	0
16	300	205	629.100	Other Professional Services	2,200	0	0	0
17	300	205	634.100	Training	915	0	0	0
18				<b>Total Services</b>	<u>25,365</u>	<u>0</u>	<u>0</u>	<u>0</u>
19								
20								
21	300	205	651.100	Office Supplies	1,175	0	0	0
22	300	205	653.100	Books & Publications	3,563	0	0	0
23	300	205	655.100	Business Expense	73	0	0	0
24	300	205	656.100	Printing & Binding	18,943	0	0	0
25				<b>Total Supplies &amp; Other</b>	<u>23,754</u>	<u>0</u>	<u>0</u>	<u>0</u>
26								
27								
28								
29	300	205	687.100	Office Equipment	276	0	0	0
30				<b>Total Capital Outlay</b>	<u>276</u>	<u>0</u>	<u>0</u>	<u>0</u>
31								
32								
33				<b>ASSESSOR-</b>				
34				<b>PERSONAL PROPERTY</b>				
35				<b>TOTAL EXPENDITURES</b>	<b>360,542</b>	<b>0</b>	<b>0</b>	<b>0</b>

## **ASSESSMENT EMERGENCY RESERVE**

### **DEPARTMENTAL FUNCTIONS**

This budget was created to appropriate all or part of the estimated remaining fund balance in the Assessment Fund as emergency reserves.

### **BUDGET HIGHLIGHTS**

Appropriations to this budget fluctuate from year to year depending on the estimated remaining fund balance for the Assessment Fund. The estimated remaining fund balance for 2017 for the Assessment Fund is \$600,000. There are no appropriations for 2017.

**ASSESSMENT  
EMERGENCY RESERVE**

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1 300	142	632.200	Contractual Services	0	0	0	0

## **CAPITAL IMPROVEMENTS FUND SHERIFF'S DEPARTMENT**

### **FUND FUNCTIONS**

This budget is under the direction of the Franklin County Sheriff.

In the mid 1980's voters approved a half-cent capital improvement sales tax for the construction of a new law enforcement building and jail. This tax provided sufficient funds to allow the County to pay for the jail before the tax expired.

Upon completion of the jail in 1986, there was approximately \$2,000,000 remaining. These funds were restricted for capital improvement projects for the Sheriff's department.

### **BUDGET HIGHLIGHTS**

In 2008, the County borrowed \$13,885,000 in certificates of participation. Of that amount, \$1,527,350 was used to update the HVAC at the Sheriff's department. Total debt services are budgeted at \$74,900 which includes the principal and interest payments on the 2012 series for 2017.

Interest earned is the only source of revenue for this fund. As payments are made on the certificates of participation, the fund balance is declining.

**CAPITAL IMPROVEMENTS FUND  
SHERIFF'S DEPARTMENT**

	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1 Fund Balance, January 1	\$1,608,831	\$1,535,628	\$1,535,659	\$1,463,219
2				
3 Projected Revenues	1,702	1,700	2,500	2,000
4				
5 Estimated Expenditures	(74,874)	(74,940)	(74,940)	(75,000)
6				
7 Revenues Over (Under)				
8 Expenditures	(73,172)	(73,240)	(72,440)	(73,000)
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	0	0	0	0
13 Net Transfers	0	0	0	0
14				
15 Fund Balance, December 31	\$1,535,659	\$1,462,388	\$1,463,219	\$1,390,219

16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33

**REVENUE**

	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
31 400 000 492.100 Interest	1,702	1,700	2,500	2,000
32 400 000 492.155 Series 08 Restricted Interest	0	0	0	0
33 Total Revenue	1,702	1,700	2,500	2,000

**CAPITAL IMPROVEMENTS FUND  
SHERIFF'S DEPARTMENT**

**EXPENSES**

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	400	317	626.100	Maintenance & Repairs	0	0	0	0
2	400	317	632.200	Contractual Services	45	100	100	100
3				<b>Total Services</b>	<u>45</u>	<u>100</u>	<u>100</u>	<u>100</u>
4								
5	400	317	671.100	Principal	42,600	43,200	43,200	43,950
6	400	317	672.100	Interest	32,229	31,640	31,640	30,950
7				<b>Total Debt Service</b>	<u>74,829</u>	<u>74,840</u>	<u>74,840</u>	<u>74,900</u>
8								
9								
10				<b>CAPITAL IMPROVEMENTS</b>				
11				<b>TOTAL EXPENDITURES</b>	<b>74,874</b>	<b>74,940</b>	<b>74,940</b>	<b>75,000</b>

## **BUILDING FUND**

### **FUND FUNCTIONS**

This budget is under the direction of the County Commission.

This budget is established to provide for the acquisition, construction or renovation of capital facilities.

### **BUDGET HIGHLIGHTS**

The 2017 budget includes debt service payments of \$574,150 for the 2012 series of certificates of participation.

Interest earned and a \$70,000 yearly payment from the law library is the only source of revenue for this fund. As yearly debt services payments are made, the balance in this fund is declining.

**BUILDING FUND**

	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1 Fund Balance, January 1	\$3,732,829	\$3,231,829	\$3,232,465	\$2,807,362
2				
3 Projected Revenues	73,672	73,600	149,047	79,050
4				
5 Operating Expenditures	<u>(574,036)</u>	<u>(574,800)</u>	<u>(574,150)</u>	<u>(575,150)</u>
6				
7 Revenues Over (Under)				
8 Expenditures	(500,364)	(501,200)	(425,103)	(496,100)
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
13 Net Transfers In (Out)	0	0	0	0
14				
15 Fund Balance, December 31	\$3,232,465	\$2,730,629	\$2,807,362	\$2,311,262
16				
17				
18				
19				
20				
21				
22				
23				
24				

**REVENUE**

	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
25				
26				
27				
28				
29 450 000 492.100 Interest	3,669	3,600	9,000	9,000
31 450 000 492.156 Series 08 Restricted Interest	3	0	47	50
32 450 000 497.100 Miscellaneous	70,000	70,000	140,000	70,000
33 Total Miscellaneous Revenue	<u>73,672</u>	<u>73,600</u>	<u>149,047</u>	<u>79,050</u>
34				
35 450 000 498.100 Transfers From Gen. Fund	0	0	0	0
36 Total Transfers	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

## BUILDING FUND

EXPENSES				2015	2016	2017		
Fund	Dept.	No.	Description	Actual	Adopted Budget	Estimated By Dept.	Adopted Budget	
1	450	320	632.200	Contractual Services	345	1,000	350	1,000
2				<b>Total Services</b>	345	1,000	350	1,000
6								
7	450	320	671.100	Principal	326,600	331,200	331,200	336,950
8	450	320	672.100	Interest	247,091	242,600	242,600	237,200
9				<b>Total Debt Service</b>	573,691	573,800	573,800	574,150
10								
13	450	320	682.500	Buildings Health Department	0	0	0	0
17				<b>Total Capital Outlay</b>	0	0	0	0
18								
19	450	320	690.150	Transfers To Emergency Fund	0	0	0	0
21				<b>Total Transfers Out</b>	0	0	0	0
22								
23				<b>TOTAL BUILDING FUND</b>				
24				<b>EXPENDITURES</b>	574,036	574,800	574,150	575,150

## **COMMUNITY DEVELOPMENT FUND**

### **FUND FUNCTIONS**

This budget is under the direction of the County Commission.

This budget is established for the various Community Development Block programs and other economic development projects.

The Franklin County Revolving Loan Program is also administered from this fund. In 1984, the County received a grant from the Missouri Department of Economic Development to loan funds to area individuals and businesses to promote economic development. The purpose of this program is to provide short and long-term financing to individuals and companies within Franklin County to promote overall economic development by achieving public policy goals and creating new employment opportunities.

### **BUDGET HIGHLIGHTS**

The County can only be the applicant for two projects at any given time for the Community Development Block Grant.

\$375,827 is budgeted for potential loans to be granted under the Franklin County Revolving Loan Program.

COMMUNITY DEVELOPMENT FUND

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
1 Fund Balance, January 1	\$457,082	\$460,108	\$419,035	\$421,118
2				
3 Projected Revenues	165,915	174,005	23,447	2,640
4				
5 Operating Expenditures	(163,838)	(451,128)	(21,364)	(377,077)
6				
7 Revenues Over (Under)				
8 Expenditures	2,077	(277,123)	2,083	(374,437)
9				
10 Interfund Transfers In (Out)	0	0	0	0
11				
12 Fund Balance, December 31	\$459,159	\$182,985	\$421,118	\$46,681
13 Nonspendable	(40,124)			
14 Fund Balance Available				
15 For Appropriation	\$419,035			
16				

REVENUE

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
23	500	000	443.418 Beauty View Acres Water Proj.	163,631	170,000	21,037	0
24	500	000	443.419 Missouri Arts Council Revenue	0	1,000	0	0
25	500	000	450.020 FEDA Loan File/Close Fee	0	375	0	375
26			<b>Total Intergovernmental</b>				
27			<b>Revenue</b>	163,631	171,375	21,037	375
28							
29							
30	500	000	491.105 Interest on Bailey Loans	550	600	350	350
31	500	000	491.110 Interest on FEDA Loans	1,211	1,600	580	580
32	500	000	492.100 Investment Interest	312	300	850	850
33	500	000	492.110 Franklin County EDA Interest	136	130	485	485
34			<b>Total Interest</b>	2,209	2,630	2,265	2,265
35							
36	500	000	497.100 Miscellaneous	75	0	145	0
37			<b>Total Other Revenue</b>	75	0	145	0
38							
39							
40							
41							
42			<b>TOTAL COMMUNITY</b>				
43			<b>DEVELOPMENT REVENUE</b>	165,915	174,005	23,447	2,640

## COMMUNITY DEVELOPMENT FUND

## EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	500	633	696.600	Miscellaneous Expenses	135	128	233	250
2				<b>Total Miscellaneous Expenses</b>	<b>135</b>	<b>128</b>	<b>233</b>	<b>250</b>
3								
4	500	634	662.100	Bad Debt Expense	0	0	0	0
5				<b>Total Bad Debt Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6								
7	500	635	696.600	Grant Pass Through Payments	163,631	170,000	21,037	0
8				<b>Total Grant Pass Through Pay</b>	<b>163,631</b>	<b>170,000</b>	<b>21,037</b>	<b>0</b>
9								
10								
11	500	638	632.200	Contractual Services/Transfer Out	0	0	0	0
12				<b>Total Brush Creek Sewer Exp.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
13								
14	500	650	632.050	Loans Granted	0	280,000	0	375,827
15				<b>Total Community Development Loans</b>	<b>0</b>	<b>280,000</b>	<b>0</b>	<b>375,827</b>
16								
17								
18	500	650	632.210	Administrative Expenses	72	1,000	94	1,000
19				<b>Total Administrative Expenses</b>	<b>72</b>	<b>1,000</b>	<b>94</b>	<b>1,000</b>
20								
21								
22				<b>TOTAL COMMUNITY DEVELOPMENT EXPENDITURES</b>	<b>163,838</b>	<b>451,128</b>	<b>21,364</b>	<b>377,077</b>
23								

## **HAVA SERVICES**

### **FUND FUNCTIONS**

The HAVA Fund is budgeted under the direction of the County Clerk. It was established in 2002 under the Help America Vote Act. At that time Franklin County received funds to purchase new optical scan and direct recording equipment and stop using the paper ballot with “hanging chads”. The majority of the funds used were from federal and state grants with the county expending approximately \$80,000. Funding for the HAVA Fund comes from the election authority charging a fee to each taxing entity using equipment. This would also include any fees collected for copies of voter rolls, election returns or other copies and the user fees.

Over the years, as with any electronic system, we started having systems failures. New equipment was developed but federal and state grant money all but dried up. In 2013 new equipment was purchased at a cost of approximately \$414,000. Plans were made to retire the debt over a three year period using any available grant money, funds from the election services fund, the HAVA Fund and any other funding made available by the county.

The loans were retired in 2014. The fund now will build up with the intent of having funds available for new equipment in the future. These funds shall only be used on election equipment or election supplies to improve the conduct of an election. They shall not be used as part of the general fund and shall be expended at the direction of the election authority.

### **2016 ACCOMPLISHMENTS**

- We reviewed our equipment needs and ran successful elections.
- We ordered three new OVO Optical Scan Machines.
- We ordered three new OVO complete units which included the OVO Optical scan unit as well as the black ballot box that goes along with it.
- Continued to build fund balances for future election equipment needs.

### **2017 OBJECTIVES**

We expect to purchase 125 new iPads late 2016 or early 2017, depending on when the vendor is able to provide delivery of the iPads. We reviewed our equipment needs and purchased some additional equipment in 2016 FY.

Income from rental of the election equipment to the different entities will be significantly down from 2016 because we will only have one scheduled election in April 2017. If we have more than one election, there may be additional revenue.

We will continue to build fund balances for future expenditures.

### **BUDGET HIGHLIGHTS**

\$94,000 has been budgeted to be transferred to the Election Equipment Replacement Fund.

## HAVA SERVICES

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
1 Fund Balance, January 1	\$818	\$25,280	\$19,788	\$94,071
2				
3 Projected Revenues	18,970	74,750	74,283	205
4				
5 Operating Expendiures	0	(50,000)	0	0
6				
7 Revenues Over (Under)				
8 Expenditures	18,970	24,750	74,283	205
9				
10 Transfers In (Out)	0	0	0	(94,000)
11				
12 Fund Balance, December 31	\$19,788	\$50,030	\$94,071	\$276

## REVENUE

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
21	550	000	451.310 HAVA Fees Revenue	405	74,200	74,200	200
22	550	000	492.100 Investment Interest	15	50	83	5
23	550	000	497.100 Miscellaneous	18,550	500	0	0
24							
25							
26			<b>TOTAL</b>				
27			<b>HAVA SERVICES REVENUE</b>	<b>18,970</b>	<b>74,750</b>	<b>74,283</b>	<b>205</b>

## EXPENDITURES

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
34	550	551	626.100 Maintenance and Repairs	0	0	0	0
35	550	551	632.200 Contractual Services	0	0	0	0
36			<b>Total Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
37							
38	550	551	687.100 Office Equipment	0	50,000	0	0
39			<b>Total Capital Outlay</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>
40							
41			<b>HAVA SERVICES</b>				
42			<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>
43							
44	550	551	690.575 Transfer to Election Equipment	0	0	0	94,000
45			Replacement Fund				

## **ELECTION EQUIPMENT REPLACEMENT FUND**

### **FUND FUNCTIONS**

The County Clerk administers this fund. It is used to purchase election equipment.

### **BUDGET HIGHLIGHTS**

This is a newly-created fund for the 2017 budget year. Transfers from the HAVA fund are being used to create this fund.

## ELECTION EQUIPMENT REPLACEMENT FUND

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
1 Fund Balance, January 1	\$0	\$0	\$0	\$0
2				
3 Projected Revenues	0	0	0	18,600
4				
5 Operating Expenditures	0	0	0	(33,000)
6				
7 Revenues Over (Under)				
8 Expenditures	0	0	0	(14,400)
9				
10 Transfers In (Out)	0	0	0	94,000
11				
12 Fund Balance, December 31	\$0	\$0	\$0	\$79,600
13				
14				
15				
16				

## REVENUE

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				
31				
32				
33				
34				
35				
36				
37				
38				
39				
40				
41				
42				
43				
44				
Account No.				
Description				
Equipment Lease	0	0	0	18,550
Investment Interest	0	0	0	50
Miscellaneous	0	0	0	0
TOTAL ELECTION EQUIPMENT REPLACEMENT FUND REVENUE	0	0	0	18,600
Transfer From HAVA	0	0	0	94,000

## EXPENDITURES

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
35				
36				
37				
38				
39				
40				
41				
42				
43				
44				
Account No.				
Description				
Maintenance and Repairs	0	0	0	1,000
Contractual Services	0	0	0	0
Total Services	0	0	0	1,000
Office Equipment	0	0	0	32,000
Total Capital Outlay	0	0	0	32,000
ELECTION EQUIPMENT REPLACEMENT FUND TOTAL EXPENDITURES	0	0	0	33,000

## **LAW ENFORCEMENT TRAINING FUND**

### **FUND FUNCTIONS**

This fund is under the direction of the Franklin County Sheriff.

This budget is used to account for revenues which are used for law enforcement training.

### **BUDGET HIGHLIGHTS**

For 2017, \$30,000 has been budgeted under training, leaving an estimated fund balance of \$44,349.

## LAW ENFORCEMENT TRAINING FUND

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
1 Fund Balance, January	\$18,461	\$22,352	\$6,689	\$33,019
2				
3 Projected Revenues	32,514	41,320	41,330	41,330
4				
5 Operating Expenditures	(44,286)	(60,000)	(45,000)	(30,000)
6				
7 Revenues Over (Under)				
8 Expenditures	(11,772)	(18,680)	(3,670)	11,330
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	30,000	0
12 Transfers Out	0	0	0	0
13 Net Transfers In (Out)	0	0	30,000	0
14				
15 Fund Balance, December 31	\$6,689	\$3,672	\$33,019	\$44,349
16				
17				
18				
19				
20				
21				
22				

## REVENUE

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
27	600	000	444.100 Post Commission Fees	11,327	13,500	13,500	13,500
28	600	000	455.100 Court Fees	14,935	20,000	20,000	20,000
29	600	000	455.125 Fees Municipal Court Revenue	6,238	7,800	7,800	7,800
30	600	000	492.100 Investment Interest	14	20	30	30
31	600	000	497.100 Miscellaneous Revenue	0	0	0	0
32			<b>Total Revenue</b>	<b>32,514</b>	<b>41,320</b>	<b>41,330</b>	<b>41,330</b>
33							
34							
35	600	000	498.620 Transfers from LESTF	0	30,000	30,000	0

## LAW ENFORCEMENT TRAINING FUND

## EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	600	750	626.100	Maintenance & Repairs	0	0	0	0
2	600	750	629.100	Other Professional Services	0	0	0	0
3	600	750	632.200	Post Commission Expense	0	0	0	0
4	600	750	634.100	Training	44,286	60,000	45,000	30,000
5				<b>Total Services</b>	<u>44,286</u>	<u>60,000</u>	<u>45,000</u>	<u>30,000</u>
6								
7								
8	600	750	660.100	Other Supplies	0	0	0	0
9				<b>Total Supplies &amp; Other</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
10								
11								
12	600	750	686.100	Other Equipment	0	0	0	0
13				<b>Total Capital Outlay</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
14								
15				<b>LAW ENFORCEMENT TRAINING</b>				
16				<b>TOTAL EXPENDITURES</b>	<b>44,286</b>	<b>60,000</b>	<b>45,000</b>	<b>30,000</b>

## **FAMILY COURT FUND**

### **FUND FUNCTIONS**

Due to legislation, all Juvenile Court employees became Missouri State employees as of July 1, 1999. As mandated by State Statute, the portion of the Franklin County budget which would have been used for salaries was given a new title called "Maintenance of Effort Funding." Under the new State Statute, the amount of "Maintenance of Effort Funding" is based upon the salaries for 1997, less the State reimbursement, in accordance with legislation. The "Maintenance of Effort Funding" is being budgeted to fund a Family Court, as requested by the 20<sup>th</sup> Judicial Circuit Court.

### **2016 ACCOMPLISHMENTS**

- Continued to offer high quality Parent Education Program.
- Continued offering services without filling Family Court Administrator position.

### **BUDGET HIGHLIGHTS**

\$70,000 is budgeted to be transferred in from the General Fund Maintenance of Effort.

FAMILY COURT FUND

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
1 Fund Balance, January 1	\$61,194	\$39,994	\$38,555	\$16,805
2				
3 Projected Revenues	23,930	27,000	26,100	26,100
4				
5 Operating Expenditures	(46,569)	(100,700)	(47,850)	(101,450)
6				
7 Revenues Over (Under)				
8 Expenditures	(22,639)	(73,700)	(21,750)	(75,350)
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	50,000	0	70,000
12 Transfers Out	0	0	0	0
13 Net Transfers In (Out)	0	50,000	0	70,000
14				
15 Fund Balance, December 31	\$38,555	\$16,294	\$16,805	\$11,455

REVENUE

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
25	610	000	458.201 Family Court \$30 Surcharge	23,701	27,000	26,000	26,000
26	610	000	458.203 Parenting Education Costs	165	0	0	0
27			<b>Total Fees/Services Revenue</b>	<b>23,866</b>	<b>27,000</b>	<b>26,000</b>	<b>26,000</b>
28							
29	610	000	492.100 Interest on Investments	64	0	100	100
30	610	000	493.025 Salary Reimbursement-Family Ct.	0	0	0	0
31	610	000	493.027 State Postage Reimbursement	0	0	0	0
32			<b>Total Miscellaneous Revenue</b>	<b>64</b>	<b>0</b>	<b>100</b>	<b>100</b>
33							
34	610	000	498.100 Transfers From General Revenue				
35			Maintenance of Effort	0	50,000	0	70,000
36			<b>Total Transfers In</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>70,000</b>

FRANKLIN COUNTY, MISSOURI

BUDGET FOR FISCAL YEAR 2017

EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	610	010	624.100	Postage & Freight	0	0	0	0
2	610	010	632.200	Contractual Services	0	50,000	0	50,000
3				<b>Total Services</b>	0	50,000	0	50,000
4								
5								
6				<b>FAMILY COURT</b>				
7				<b>TOTAL EXPENDITURES</b>	0	50,000	0	50,000

**FAMILY COURT FUND  
JUVENILE MAINTENANCE OF EFFORT**

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	610	283	611.100	Regular Wages	0	0	0	0
2	610	283	612.100	Part-Time Wages	0	0	0	0
3	610	283	613.100	FICA	0	0	0	0
4	610	283	614.100	Retirement-LAGERS	0	0	0	0
5	610	283	615.100	Unemployment	0	0	0	0
6	610	283	617.100	Life Insurance	0	0	0	0
7	610	283	617.200	Health Insurance	0	0	0	0
8	610	283	617.300	Dental Insurance	0	0	0	0
9	610	283	617.400	Vision Insurance	0	0	0	0
10				<b>Total Personnel Services</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
11								
12								
13	610	283	623.100	Telephone	396	500	400	500
14	610	283	624.100	Postage & Freight	0	200	50	100
15	610	283	626.100	Maintenance & Repairs	0	500	0	500
16	610	283	632.200	Contractual Services	43,401	43,500	44,500	45,000
17	610	283	634.100	Training	0	500	0	500
18				<b>Total Services</b>	<u>43,797</u>	<u>45,200</u>	<u>44,950</u>	<u>46,600</u>
19								
20								
21	610	283	651.100	Office Supplies	315	600	300	350
22	610	283	652.100	Mileage	1,875	2,100	2,000	2,200
23	610	283	653.100	Books & Publications	0	200	0	200
24	610	283	655.100	Business Expense	582	600	600	600
25	610	283	656.100	Printing & Binding	0	0	0	0
26				<b>Total Supplies &amp; Other</b>	<u>2,772</u>	<u>3,500</u>	<u>2,900</u>	<u>3,350</u>
27								
28								
29								
30	610	283	687.100	Office Equipment	0	2,000	0	1,500
31				<b>Total Capital Outlay</b>	<u>0</u>	<u>2,000</u>	<u>0</u>	<u>1,500</u>
32								
33								
34				<b>FAMILY COURT-JUVENILE</b>				
35				<b>MAINTENANCE OF EFFORT</b>				
36				<b>TOTAL EXPENDITURES</b>	<b>46,569</b>	<b>50,700</b>	<b>47,850</b>	<b>51,450</b>
37								
38								
39				<b>TOTAL FAMILY COURT</b>				
40				<b>FUND EXPENDITURES</b>	<b>46,569</b>	<b>100,700</b>	<b>47,850</b>	<b>101,450</b>

## **FRANKLIN COUNTY LAW ENFORCEMENT RESTITUTION FUND**

### **FUND FUNCTIONS**

This budget was created pursuant to Section 50.565 RSMo. This fund is overseen by a five-member board, The Franklin County Law Enforcement Restitution Fund Board of Trustees.

The Court may order offenders to pay restitution up to three hundred dollars (\$300.00) to the fund for any offense (with the exception of the charges of speeding, careless and imprudent driving, and any charge of violating a traffic control signal or sign or any charge which is a class C misdemeanor or an infraction).

Money from the fund shall only be expended upon the approval of the majority of the board and for the following purposes: narcotics investigation, prevention, and intervention; purchase of law enforcement-related equipment and supplies for the Franklin County Sheriff's Department; matching funds for federal or state law enforcement grants; funding for the reporting of all state and federal crime statistics or information; and any county law enforcement-related expense, including those of the prosecuting attorney, approved by the board of trustees that is reasonably related to investigation, charging, preparation, trial, and disposition of criminal cases before the Courts of the State of Missouri.

### **BUDGET HIGHLIGHTS**

This was a newly-created fund for 2016. However, the program has not been implemented. It is now anticipated to begin in 2017.

FRANKLIN COUNTY LAW ENFORCEMENT RESTITUION FUND

	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1 Fund Balance, January 1	\$0	\$0	\$150	\$150
2				
3 Projected Revenues	150	50,050	0	50,050
4				
5 Operating Expenditures	<u>0</u>	<u>(50,000)</u>	<u>0</u>	<u>(50,000)</u>
6				
7 Revenues Over (Under)				
8 Expenditures	150	50	0	50
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
13 Net Transfers In (Out)	0	0	0	0
14				
15 Fund Balance, December 31	\$150	\$50	\$150	\$200

REVENUE

				<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
21							
22							
23	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>			
24	615	000	496.150	Restitution Revenue	150	50,000	0
25	615	000	492.100	Investment Interest	0	50	0
26				<b>Total Revenue</b>	<u>150</u>	<u>50,050</u>	<u>0</u>

EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
2	615	615	661.100	Miscellaneous Other	0	25,000	0	25,000
3				<b>Total Supplies &amp; Other</b>	0	25,000	0	25,000
4								
5								
6	615	615	686.100	Other Equipment	0	25,000	0	25,000
7				<b>Total Capital Outlay</b>	0	25,000	0	25,000
8								
9								
10				<b>FRANKLIN COUNTY LAW</b>				
11				<b>ENFORCEMENT RESTITUTION</b>				
12				<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>

## **LAW ENFORCEMENT SALES TAX TRUST FUND**

This fund is established and governed by RSMo 67.582. It accounts for the revenues of two voter-approved one-quarter cent sales taxes for laws enforcement services. The Sheriff administers this fund. It includes expenditures for the Law Enforcement Grant Department, the Sheriff's Department, as well as the Jail and Penal Department.

## LAW ENFORCEMENT SALES TAX TRUST

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
Fund Balance, January 1	\$2,553,329	\$3,277,153	\$2,966,453	\$3,278,679
Projected Revenues	7,878,086	7,322,700	7,744,307	7,662,472
Operating Expenditures	(11,046,272)	(11,992,415)	(10,922,171)	(12,266,089)
Revenues Over (Under) Expenditures	(3,168,185)	(4,669,715)	(3,177,864)	(4,603,617)
Other Financing Sources(Uses)				
Issue of Capital Lease	67,727	0	0	0
Transfers In	3,513,583	3,520,090	3,520,090	3,203,322
Transfers Out	0	(30,000)	(30,000)	0
Total Other Financing Sources (L)	3,581,310	3,490,090	3,490,090	3,203,322
Fund Balance, December 31	\$2,966,453	\$ 2,097,528	\$ 3,278,679	\$ 1,878,384

Appropriated Regular Operations	\$12,266,089
Appropriated Emergency Reserve	1,878,384
<b>Total Appropriations</b>	<b>\$14,144,473</b>

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
620	000	411.310	Contra Washington TIF 1	-12,387	0	-12,231	0
620	000	411.310	Contra Washington TIF 2	-1,469	0	-3,357	0
620	000	417.150	Law Enforcement Sales Tax	6,065,716	5,800,000	6,197,550	6,300,000
			<b>Total Tax Revenue</b>	<b>6,051,860</b>	<b>5,800,000</b>	<b>6,181,962</b>	<b>6,300,000</b>
620	000	441.042	DWI Traffic Unit Grant	184,106	101,000	170,000	112,472
620	000	441.045	Byrne Grant Narc Unit	115,151	101,000	101,000	113,200
620	000	441.046	DWI Enforcement Revenue	13,306	15,000	56,542	15,000
620	000	441.047	Youth Alcohol Grant	7,046	10,000	10,000	10,000
620	000	441.048	Sobriety Check Grant	65,959	12,000	12,000	19,000
620	000	441.049	Speed Enf. Grant (HMV OT)	16,654	22,500	22,500	30,000
620	000	441.052	HIDTA Grant	135,079	125,000	125,000	125,000
620	000	441.057	Miscellaneous Enforcements	9,245	8,000	8,000	8,000
			<b>Total Federal Grants</b>	<b>546,546</b>	<b>394,500</b>	<b>505,042</b>	<b>432,672</b>

## FRANKLIN COUNTY, MISSOURI

## BUDGET FOR FISCAL YEAR 2017

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2015 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	620	000	441.298	US Marshals Service Revenue	545	0	0	0
2	620	000	441.299	MOICAC Revenue	61,788	68,100	68,100	65,000
3	620	000	441.300	Computer Crime OT	16,697	17,000	17,000	17,500
4	620	000	441.301	Enforcement OT Reimbursement	4,802	26,500	26,500	7,500
5	620	000	441.301	Blue Print Grant	0	0	0	5,000
6	620	000	441.303	DEA Overtime	0	0	0	17,500
7	620	000	441.303	Task Force Officer OT Revenue	0	0	10,509	0
8				<b>Total Federal Reimbursement</b>	<b>83,832</b>	<b>111,600</b>	<b>122,109</b>	<b>112,500</b>
9								
10	620	000	443.356	State Narcotics Grant	0	0	0	0
11	620	000	443.357	Sheriff Salary Supplement	76,082	0	0	0
12	620	000	443.359	Asset Forefeiture Revenue	17,131	0	0	0
13				<b>Total State Grants</b>	<b>93,213</b>	<b>0</b>	<b>0</b>	<b>0</b>
14								
15	620	000	444.998	MODOT Workzone	374	4,000	4,000	0
16				<b>Total State Reimbursement</b>	<b>374</b>	<b>4,000</b>	<b>4,000</b>	<b>0</b>
17								
18	620	000	463.300	Sheriff Fees	192,346	220,000	138,077	130,000
19	620	000	463.302	Prisoner Transport Fees	0	0	14,253	0
20	620	000	463.305	LESTF Muni. Ct. Fees Revenue	31,070	38,000	32,246	32,000
21	620	000	463.320	Sheriff SSA Inc. Payments	3,200	5,000	7,543	5,000
22	620	000	463.500	Sheriff SB 869 Fees	161,523	170,000	156,327	145,000
23	620	000	465.300	Prisoner Per Diem Other	629,141	540,000	492,858	490,000
24	620	000	465.310	Inmate Medical	3,501	4,300	13,561	4,300
25	620	000	465.350	Prisoner Phone Call Commission	32,486	16,000	18,183	10,000
26				<b>Total Charges For Services</b>	<b>1,053,267</b>	<b>993,300</b>	<b>873,048</b>	<b>816,300</b>
27								
28	620	000	492.100	Interest-Investments	1,885	1,000	3,392	1,000
29	620	000	493.028	Prepaid Meal Cards	540	300	0	0
30	620	000	493.050	Insurance Reimbursement	35,059	18,000	51,132	0
31	620	000	494.060	Law Enf. Blk Gr. (LLEBG)	0	0	0	0
32	620	000	496.100	Sale of Asset	0	0	925	0
33	620	000	497.100	Miscellaneous Revenue	11,510	0	2,697	0
34				<b>Total Other Revenue</b>	<b>48,994</b>	<b>19,300</b>	<b>58,146</b>	<b>1,000</b>
35								
36	620	000	498.000	Proceeds From Capital Lease	67,727	0	0	0
37	620	000	498.100	Transfers From General Fund	3,500,000	3,500,000	3,500,000	3,178,322
38	620	000	498.635	Transfer From Sheriff Revolving	0	0	0	0
39	620	000	498.685	Transfer From Municipal Court	13,583	20,090	20,090	25,000
40				<b>Total Other Financing Sources</b>	<b>3,581,310</b>	<b>3,520,090</b>	<b>3,520,090</b>	<b>3,203,322</b>
41								
42				<b>TOTAL LAW ENFORCEMENT</b>				
43				<b>REVENUE</b>	<b>11,459,396</b>	<b>10,842,790</b>	<b>11,264,397</b>	<b>10,866,794</b>

## **LAW ENFORCEMENT GRANT EXPENDITURES**

### **DEPARTMENTAL FUNCTIONS**

This budget is under the direction of the Sheriff. This budget is established to account for expenditures associated with the traffic unit, the Franklin County Narcotics Enforcement Unit, and the Multi-County Narcotics and Violent Crimes Enforcement Unit, which operate mostly on grants.

### **BUDGET HIGHLIGHTS**

The 2017 budget reflects \$42,500 in grant funding for overtime. There are no part-time wages budgeted for 2017. \$42,000 has been budgeted for vehicles for the 2017 budget year.

## LAW ENFORCEMENT GRANT EXPENDITURES

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Clerk	1.0	0.0	0.0	0.0
Detective Deputy	2.0	3.0	3.0	0.0
Road Corporal	1.0	1.0	1.0	0.0
Road Patrol Deputy	1.0	1.0	1.0	0.0
Road Sergeant	1.0	1.0	1.0	0.0
	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>	<u>0.0</u>

**LAW ENFORCEMENT  
GRANT EXPENDITURES**

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	620	020	611.100	Regular Wages	258,065	298,183	270,022	295,922
2	620	020	611.200	Overtime	37,077	57,000	35,318	42,500
3	620	020	612.100	Part-Time Wages	0	20,090	0	0
4	620	020	613.100	FICA	21,439	27,171	23,359	25,889
5	620	020	614.100	Retirement-LAGERS	43,268	47,950	41,221	49,071
6	620	020	617.100	Life Insurance	284	317	317	317
7	620	020	617.200	Health Insurance	37,368	46,971	46,970	41,903
8	620	020	617.300	Dental Insurance	2,171	2,218	2,218	2,218
9	620	020	617.400	Vision Insurance	694	709	709	709
10				<b>Total Personnel Services</b>	<b>400,366</b>	<b>500,609</b>	<b>420,134</b>	<b>458,529</b>
11								
12								
13	620	020	623.100	Telephone	14,497	10,200	13,296	15,000
14	620	020	625.100	Rent & Leases	32,000	27,500	46,286	27,000
15	620	020	626.100	Maintenance & Repairs	0	0	0	0
16	620	020	630.100	Utilities	0	0	0	0
17	620	020	632.200	Contractual Services	11,161	14,000	9,482	15,000
18	620	020	634.100	Training/Travel	5,000	7,000	8,572	5,000
19				<b>Total Services</b>	<b>62,658</b>	<b>58,700</b>	<b>77,636</b>	<b>62,000</b>
20								
21								
22	620	020	657.100	Fuel	25,866	35,000	18,074	30,000
23	620	020	661.100	Miscellaneous Other	20,000	20,000	34,286	20,000
24				<b>Total Supplies &amp; Other</b>	<b>45,866</b>	<b>55,000</b>	<b>52,360</b>	<b>50,000</b>
25								
26								
27	620	020	685.100	Vehicles	122,775	52,750	41,758	42,000
28	620	020	686.100	Other Equipment	0	0	0	0
29				<b>Total Capital Outlay</b>	<b>122,775</b>	<b>52,750</b>	<b>41,758</b>	<b>42,000</b>
30								
31								
32				<b>LAW ENFORCEMENT GRANT</b>				
33				<b>TOTAL EXPENDITURES</b>	<b>631,665</b>	<b>667,059</b>	<b>591,888</b>	<b>612,529</b>

# FRANKLIN COUNTY SHERIFF

## DEPARTMENTAL FUNCTIONS

The Franklin County Sheriff's Office is a law enforcement agency responsible for operations of a Detention Center, Civil Process, Court Security, Road Patrol, Emergency Response Team, Detective Division, Traffic Division, Computer Crimes, Dispatch Center for law enforcement, fire and emergency services, Fleet Management, Public Relations and Administration. The Franklin County Sheriff's Office also participates in the Franklin County Narcotics Enforcement Unit.

## 2016 ACCOMPLISHMENTS

- FRONT DESK  
The front desk area renovation has completed the enhancement focused on security of the Sheriff's Office, specifically in our front office area.
- SCHOOL SAFETY/TRAINING  
The first five months of this past year the School Safety Coordinator conducted training with schools and other law enforcement agencies in Franklin County in relation to school safety and active shooter situations. Our office, in conjunction with EMA, has been able to accommodate the required SB75 compliance training for the beginning of the school year to "refresh" school training for area schools. It has been difficult with the loss of the School Safety Coordinator position, to schedule and maintain the same services. We are hoping that funding can be established to fund this position in the future.
- LIGHT TOWER  
We have acquired a light tower to assist in enforcement activities to ensure the safety and security of deputies on scene. We received grant funding for the purchase of this light trailer through the Missouri Department of Public Safety.
- JAIL RENOVATION  
We have started renovation in the jail that consists of the booking area remodel. This expense has already been approved to allow us to use revenue from the Inmate Security Fund. This project will be completed prior to the end of 2016.
- COMMUNICATIONS  
County Commission, Sheriff Toelke and a majority of the Fire/EMS Chiefs have already agreed upon the new 3-5 year plan for significantly improving our overall 911 system. In fact, the initial phase of the improvements has already begun. I have reviewed the overall plan and will continue to support its forward movement. Law, Fire and EMS agencies in our county have come a long way improving our overall operational

relationships, and I realize that having a strong unified 911 center is key to building interagency relationships.

- PRETRIAL RELEASE PROGRAM

The Pretrial Release Program is currently under way. Hattie Dailey has been hired to administer the program and is screening inmates. As of August, the average daily population of our inmate population is over maximum capacity at 136 inmates per day. Captain Boehm states that Hattie has been able to utilize the Pretrial Release Program to help with the defendants being released under the pretrial services. Captain Boehm states that if she was able to increase to a full time employee she would be able to further help reduce the population. I agree that the more opportunity she has to conduct the screening, the more likely we are to increase the pretrial release.

The director of the Pretrial Release Program is an employee of the Sheriff's office; however, she is supervised by the Court. Currently, her salary comes from the Sheriff's budget. I am hoping that there are available funds to help pay for her salary to increase her to a full-time employee through the courts.

- SEAT BELT CONVINCER

A seat belt convincer is being built and purchased through a grant. This device will be utilized at safety events to show the importance of seat belt use and to promote public safety.

- BLUEPRINT GRANT YOUTH PROGRAMS

Part of our grant revenue has been used for intervention programs for the youth of Franklin County. It is called the Blueprint Grant; this has been approved by the Commission again this year in the amount of \$5,000 to help promote safety within the county.

- REFRIGERATED EVIDENCE STORAGE

We are currently in the process of receiving, through a grant, a refrigerated evidence storage container to ensure the integrity of blood evidence being submitted and stored. This purchase was made possible through a grant at no cost to the county. The estimated cost is approximately \$20,000.

- PATROL CAR CAMERA INITIATIVE

We currently have 75% of our road patrol cars equipped with new technology in the area of in-car camera systems. Across the country, they have been proven to be invaluable in protecting agencies and officers against false complaints, thus reducing litigation. They are also instrumental as evidence in prosecution of cases. Originally, this was a four year initiative, but MoDOT grants have allowed us to complete 75% in just two years.

- UPGRADE SECURITY  
We have enhanced the security at the Old Court House, Judicial Center and the Sheriff's Office by updating software for the locking systems, thus unifying the security system, by providing coded badges. This should be completed in early 2017.
- EMPLOYEE DOOR  
The employee door to the Administration section of the Sheriff's Office building has been replaced. A lock utilizing the upgraded security mentioned above has been installed increasing the security of the Sheriff's Office.
- PAVING  
Paving was completed this year to the Elliott Building parking lot, prisoner intake area and the firing range.
- TELEPHONE EXPENSE  
As you can see in the projected expense line, there is a drastic reduction of phone utility. This is due to removing the circuits which had an estimated cost of \$40,000 per year. I reduced this number by \$50,000 due to being on target for cost savings to date.

## 2017 OBJECTIVES

- VEST GRANT  
This grant is no longer available. The vests worn by the jail and road patrol deputies are within the recommended lifespan. A majority of these have two years left before their expiration date, however others have exceeded it. This is one of the reasons for the requested increase in uniform expense. This is obviously a huge concern for the deputies. We need to start phasing out the expired protective vests.
- BLUEPRINT GRANT  
This is a grant intended for education on traffic related issues. We have again been awarded this grant in the amount of \$5,000.
- MOICAC REV.  
This is reimbursement for Jacob Walk's salary who is detached to the computer crimes task force in St. Charles. Jacob is located in the 020 account. It is also reimbursing \$17,500 in overtime.
- TWO COMMERCIAL MOTOR VEHICLE POSITIONS  
There will be additional funding for the implementation of the CMV (commercial motor vehicle) deputies. It has not been approved as of yet. If it is approved, there will be an additional \$300,000 cost in revenue and expense related to the program. The first year is 100% funded through a grant.

- INMATE PHONE REVENUE

As a result of litigation revolving around inmate phone use, the cost for calls will decrease from .50 cents to .21 cents a minute on calls in state and .31 cents for out of state calls. It is projected to go into effect March 2017. Until that time, we will keep receiving .50 cents a minute. We believe cheaper calls will result in longer and more calls being made.

- INMATE COPAY

A few years ago we initiated an inmate co-pay for medical services. We charge \$15.00 copay for a doctor visit and \$10.00 copay for any other medical related expense.

- BODY CAMERAS

After events in Ferguson, it has been suggested that agencies have officers and deputies wear body cameras. If our agency purchases body cameras, it will increase the work load of both the video evidence and the storing of such video; not to mention the expense associated with video recordings. I would like to further discuss this with the Commission and county attorney. If we are involved in an officer shooting without a body camera, due to media reporting these incidents, it has often caused civil unrest and litigation.

Sheriff Toelke and our agency have researched grant opportunities and to date have not been able to successfully locate and obtain one. I am including body cameras in a line item in the event that sometime in 2017 we move in that direction.

We would need approximately 60 to 70 cameras for the jail and road patrol. It is my hope that Sheriff Toelke will authorize the purchase of 14 jail cameras in his current 2016 budget. The 14 cameras and a charging dock will be at a cost of \$16,200 - \$17,000. Data storage will be an additional expense at an estimated cost for 2017 for the storage device for the camera systems of \$12,000. As the Commission is aware, body cameras will decrease liability in patrol events, but specifically in the Adult Detention Facility against false claims.

- EVIDENCE STORAGE

Evidence storage is very concerning as we move forward with the office. Last year Sheriff Toelke addressed the Commission with regards to this need. It continues to be a problem/concern. I would like to further discuss your commitment regarding this issue.

- IN-CAR CAMERAS

As noted in accomplishments, we have been successful in purchasing a majority of the road patrol cameras ahead of the four year suggested phase in. This was in part due to a majority of them being purchased through a MoDOT grant. Sheriff Toelke and I have discussed completing this initiative in his 2016 budget. If it is successful, I would like to move towards equipping our marked civil cars in the year 2017. Our civil deputies are on the streets in marked patrol cars and are expected to respond to emergency calls, if

they are near a scene. It will also protect the civil deputy in the event of a claim. There are six marked civil cars within our office.

- TASERS

Our Tasers are outdated and we did not make the purchase in 2016 for the Tasers. I am planning on phasing these in over the next several years. In 2017, there are needs for Tasers and I have given mine up along with several other command personnel to keep Tasers on the street and not to have to make the purchase in 2016. Our jail staff is requesting Tasers be issued to working squads. My plan is to move the current working outdated Tasers to the jail deputies and replace Patrol Tasers with the phase in of our new Tasers. In the event of a failure, there is always a second deputy on the detention floor as a backup. On the streets, we often just have one deputy on scene and cannot risk the failure due to officer safety.

- IN-CAR COMPUTERS

We have exceeded the life expectancy of our in-car computers. To date we have not replaced them and I request that this cost be carried forward into 2017. We are still researching the best avenue for the replacement and I would like to conduct some research on new technology before a decision is made. I would like to make certain before we invest into this initiative. I will include Deputy Bullock's request: If we phase out the patrol car computers first, the expense will be \$75,000 to purchase 14 computers and 28 docking stations. Again this may come in at a lesser cost if the technology will work with the other functions inside the car. To save cost, two deputies on opposite shift rotation share a computer.

- COMMUNICATIONS

County Commission, Sheriff Toelke and a majority of the Fire/EMS Chiefs have already agreed upon the new 3-5 year plan for significantly improving our overall 911 system. In fact, the initial phase of the improvements has already begun. I have reviewed the overall plan and will continue to support its forward movement. Law, Fire and EMS agencies in our county have come a long way in improving our overall operational goals, and I realize that having a strong unified 911 center is key to building even stronger interagency relationships.

Under the new plan, communications and cost will transfer to the 911 EMA budget with the exception of the warrant clerk. An agreement between the Commission, Sheriff Toelke and EMA included the addition of an additional warrant clerk to help make this transition successful. I ask that you understand the additional position I am including in the budget is to further enhance 911 and the operational effectiveness of our office.

- SALARIES

As you are aware, we implemented a new salary structure two years ago. The system is a step and grid system. I am thankful, as an employee of 25 years and the Sheriff Elect, to the Commission for their commitment to the Sheriff's Office employees. This has

drastically increased our retention rate and morale. I have included the step and grade adjustment in my budget at 2.7% COLA which encompasses the step and grade adjustment. I did this based on the grid and previous conversations. If it is not approved, I will re-adjust and remove the increase. This was done for the budgetary number.

- PERSONNEL

Commercial Motor Vehicle Deputies – In 2016 Sheriff Toelke, along with the Commission, approved the researching of a matching grant opportunity with MoDOT for increasing public safety by adding a CMV unit to the traffic division. This is a three-year commitment with the first year of MoDOT funding vehicles, equipment and paying for the salaries of two deputies at 100%; the second year they will provide 75% of salary and the third year 50% of the salary. I believe that this will be good for Franklin County, as long as our municipal courts can adopt the CMV charge codes. Again, the first year this will be funded at 100%. The positions will be a Corporal and a Deputy. A supervisor is needed due to the administrative paperwork that is generated which needs approval. If approved, I will amend the budget in 2017 after the contract with actual numbers are received.

- PRETRIAL RELEASE PROGRAM

The Pretrial Release Program is currently under way. Our current jail capacity is 130. Hattie Dailey has been hired to administer the program and is screening inmates. As of August the ADP of our inmate population is over maximum capacity of 136 inmates per day. Hattie has been able to utilize the Pretrial Release Program to help with the defendants being released under the pretrial services. If she is able to increase to a full time employee she would be able to further help reduce the population. I met with Judge Wood and he is in support of this initiative if we can find the funding. A meeting will be set up in the future with Judge Wood, Sheriff Toelke and I to discuss this initiative.

Request from Captain Boehm regarding Ms. Bailey “Increase the amount of hours that the Pretrial Release Coordinator works. At this time she currently works 50 hours per pay period. I would like to see that increased to 80 hours per pay period. I guess the way to explain this is to say she has made a ding in the population issues we are having. I would like to see that ding become a dent or better”.

- SUPPORT STAFF

As our office has grown in the last 25 years, I do not recall adding any support staff. Obviously, as work load increases, you have increased office duties associated with this. For example, with the addition of the Traffic Safety Unit, the reporting paperwork and grant requirements have led to the supervisor doing administrative work at an estimated amount of 60-70% of his time. This obviously takes him out of field work and less law enforcement is being done.

We also have issues with the procurement part of our job. The requirement for purchasing, bidding and obtaining legal requirements to make the purchase, this has absorbed too many deputies' time, thus taking them away from law enforcement. Currently, it consumes most of Lynette Mundt's time, taking away from her original duties. It affects the Patrol Lieutenant, Jail Superintendent, the motor officer, Deputy Bullock for computers and cameras, Cpl. Richardson on BA maintenance and supplies; Deputy Lauth on radar repairs and certifications, Sgt. Albert with uniforms, Detective Eckelkamp with detective supplies and Sgt. Wild with MoDOT grant purchases.

The Detention Facility has been understaffed for years. If we can add a support position in place of Deputy Cross, we could utilize this person to conduct billing, records management, mail intake and other administration duties that would free up Deputy Cross to assist Captain Boehm on dayshift performing duties that can only be done by a commissioned deputy. Currently Captain Boehm often works to fill in the gaps taking away from his administration tasks and assignments.

The current clerks assigned to divisions are all receiving record requests and are tasked with duties that are associated with the requirements of their job. There is also a new law that requires law enforcement officers to receive 24 hours of training per year. Of course, this is unfunded. We have been in need and still need additional support staff to fulfill their duties. With the additional support staff, it will free up above mentioned deputies to allow them to get back to supervising and being in the field conducting police work. I am asking conservatively for three clerical positions; one for procurement duties, one for warrants and one to replace Deputy Cross allowing him to assist Captain Boehm. I am told that currently Deputy Cross's responsibilities are 50% clerical and 50% law enforcement related. So in theory, with the addition of three clerks we will be receiving two ½ clerical assistants.

- COMMAND STRUCTURE

To be efficient in law enforcement, I am requesting to promote a Sergeant with the Task Force to Lieutenant in the Command Staff. This will increase communication with our office allowing road patrol to assist the task force with information sharing which in turn will help on the war on drugs. Currently the Lieutenant of civil, the courts and the detective division oversee this. I feel this exceeds the effective span of control. The task force responsibility includes Franklin County, Washington County and Lincoln County. He is also responsible for the following personnel: Jen Slay, Bev Gilliam, Scott Briggs, Cody Lucas, Cody Robertson, Rob Gibson, Nathan Pinter, Sgt. Finn, Leon Burton, Shannon Thompson, Tim Flora and four Lincoln County deputies. Keep in mind that this is not a new position. I am requesting a promotion which will free up an existing Lieutenant enabling him to be efficient with the civil, courts and detective division.

Lieutenant – This position is a new one that is needed to be responsible for SWAT, Training, Traffic Safety, CMV, DARE and PR. Currently, the Patrol Command Structure has absorbed these, again, taking on more responsibilities with the added work of our

TSU and CMV grant requirement oversight. These positions are crucial to the operational integrity of the requirements. Training oversight will be imperative with the post Ferguson requirements of the mandate of 24 hours a year training for all of our commissioned personnel versus the original 48 hours in a three year reporting period. I am asking for this position to satisfy the needs of the department. This will also create a deputy position vacancy with the backfill.

Deputy – I would like to hire two additional deputies to work as a desk deputy to take calls and walk in calls at the lobby. Often, we are having deputies respond into the office to answer questions and take initial calls where the public is waiting until a deputy arrives. This will keep a deputy on the street and help with the increased work load. This deputy would also be responsible for motor officer duties which currently consume 90% of a detective's duty time. This will allow a detective to be doing law enforcement. The second deputy will complete the void from the previous promotional process that Sheriff Toelke implemented a few years back.

Contract IT Position – This position is not a FCSO position. It is more cost effective to contract this position to free up the current duties of Detective Sgt. Dan Haley and Deputy Bullock. Although they will still be utilized as a point of contact, this will take a lot of responsibilities that they have inherited over the years between these two deputies. I believe that this can be done in the area of \$45,000 under contractual services. The result will be freeing time for a Detective Supervisor to assist in supervision duties and freeing a deputy assigned to the road to assist in road patrol assignments. Again, this will not free all of their time. It will allow them to be more efficient. Our office, I am certain, has the most computers, laptops and camera systems of any other office throughout the county. A rough estimate on current assets are: 46 laptop computers, 43 in-car video systems currently in use and will be adding additional cameras, 52 in-house desktop computers, seven in-house servers and numerous software update needs.

- JAIL EXPANSION/REMODEL

According to Captain Boehm, our average daily population for this current year is 136 which exceed our 130 capacity. I ask that the commission keep in mind that we are in need of more space especially with the new law change taking effect on 1-1-17 in the RSMO. The State of Missouri has seen fit to create a class E felony and Class E misdemeanor. The class E felony allows a defendant to serve a sentence of one year or less in the county jail. There is a great potential for increased population due to this change in the law.

We are looking at ways to allow for an increase in population and manage our population until an expansion can be made. The Pretrial Release Coordinator is an example. We are also looking at the possibility of installing bunk beds and additional tables to increase the jail capacity by 40 beds. Although, this is only a temporary fix, it will allow us time to look at funding options for the expansion. The estimated cost of

the beds and tables will be around \$50,000 which can be used from the inmate security fund.

## **BUDGET HIGHLIGHTS**

Transfers from the General Fund for 2017 are budgeted at \$3,178,332, down from \$3,500,000 in 2016. This is due to the salaries and benefits of the dispatchers being budgeted under the County 911 budget in 2017.

The budget for telephone has been decreased by \$50,000 for 2017. This reduction is due to the removal of circuits. \$30,000 has been added to the 2017 budget for training.

## SHERIFF

### PERSONNEL DETAIL

Position Title	2015	Budgeted 2016	Budgeted 2017	2016-2017 Change
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	
Elected Official - Sheriff	1.0	1.0	1.0	0.0
Administration Major	1.0	1.0	1.0	0.0
Administration Captain	1.0	1.0	1.0	0.0
Administration Lieutenant	0.0	0.0	1.0	1.0
Administration Clerk	2.5	2.0	1.0	(1.0)
Procurement Clerk	0.0	0.0	1.0	1.0
Accounts Receivable Clerk	0.0	2.0	2.0	0.0
Warrant Clerk	0.0	0.0	1.0	1.0
Adult Detention Pre-trial Release Administrator	0.0	0.5	1.0	0.5
Desk Deputy	0.0	0.0	2.0	2.0
Lieutenant, SWAT/Training/PR/CMV	0.0	0.0	1.0	1.0
Civil Clerk	1.0	1.0	1.0	0.0
Civil Corporal	2.0	0.0	0.0	0.0
Civil Sergeant	0.0	2.0	2.0	0.0
Civil Deputy	7.0	8.0	8.0	0.0
Civil Lieutenant	0.0	0.0	0.0	0.0
Security Deputies	0.0	0.0	3.0	3.0
Detective Clerk	1.0	1.5	1.5	0.0
Detective Corporal	1.0	1.0	1.0	0.0
Detective Deputy	8.0	8.0	8.0	0.0
Detective Lieutenant	1.0	1.0	1.0	0.0
Detective Sergeant	2.0	2.0	2.0	0.0
Records Clerk	1.0	1.0	1.0	0.0
Road Captain	1.0	1.0	1.0	0.0
Road Lieutenant	1.0	1.0	1.0	0.0
Road Patrol Corporal	4.0	4.0	4.0	0.0
Road Patrol Deputy	31.0	30.0	30.0	0.0
Road Patrol Public Relations Deputy	1.0	1.0	1.0	0.0
Road Sergeant	5.0	5.0	5.0	0.0
	<u>72.5</u>	<u>75.0</u>	<u>83.5</u>	<u>8.5</u>

In 2017, a newly-elected sheriff will take office. To better serve the citizens of Franklin County, additional positions have been added. At the request of the County Commissioners, three security deputy positions have been added for 2017. Other changes in personnel were made from within. 243

**PERFORMANCE MEASURERS**

	<u>2014</u>	<u>2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
Sheriff Calls For Service	12,825	12,290	12,290	12,290
Sheriff Civil Process Service	7,416	6,810	6,810	6,810
County-wide 911 Communications Calls	53,841	55,265	55,265	55,265

**LAW ENFORCEMENT  
SHERIFF EXPENDITURES**

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	620	385	611.100	Regular Wages	3,865,566	4,157,026	4,048,367	4,112,280
2	620	385	611.200	Overtime Wages	144,065	115,500	135,288	127,500
3	620	385	612.100	Part Time Wages	32,350	28,000	52,524	28,000
4	620	385	613.100	FICA	295,530	328,990	324,068	326,485
5	620	385	614.100	Retirement-LAGERS	597,347	576,791	564,793	614,768
6	620	385	615.100	Unemployment	4,621	15,000	0	15,000
7	620	385	616.100	Workman's Compensation	161,540	155,000	215,000	275,000
8	620	385	617.100	Life Insurance	4,169	4,780	4,780	4,500
9	620	385	617.200	Health Insurance	679,707	714,328	724,000	700,000
10	620	385	617.300	Dental Insurance	31,832	33,450	33,450	31,000
11	620	385	617.400	Vision Insurance	10,170	10,688	10,688	10,000
12				<b>Total Personnel Services</b>	<b>5,826,897</b>	<b>6,139,553</b>	<b>6,112,958</b>	<b>6,244,533</b>
13								
14								
15	620	385	623.100	Telephone	105,563	150,000	43,401	100,000
16	620	385	624.100	Postage & Freight	5,641	6,000	527	6,000
17	620	385	625.100	Rent & Leases	0	3,000	0	3,000
18	620	385	626.100	Maintenance & Repairs	784	0	0	0
19	620	385	626.101	Maint. & Repairs - Vehicle	127,269	90,000	57,844	100,000
20	620	385	626.102	Maint. & Repairs - Car Equip.	26,374	14,500	18,680	49,500
21	620	385	626.103	Maint. & Repairs - Equipment	16,864	14,500	1,442	14,500
22	620	385	626.104	Maint. & Repairs - Bldg/Grounds	2,298	2,000	3,782	3,000
23	620	385	627.100	Insurance	166,538	170,000	166,659	205,000
24	620	385	628.100	Bonds	50	500	0	700
25	620	385	629.100	Other Professional Services	2,584	3,500	3,223	3,500
26	620	385	630.100	Utilities	172,656	180,000	166,603	187,000
27	620	385	632.200	Contractual Services	246,171	283,500	114,836	243,150
28	620	385	634.100	Training	0	0	0	30,000
29				<b>Total Services</b>	<b>872,792</b>	<b>917,500</b>	<b>576,997</b>	<b>945,350</b>

**LAW ENFORCEMENT  
SHERIFF EXPENDITURES**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	620	385	651.100	Office Supplies	13,813	17,000	11,501	20,000
2	620	385	651.102	Ammunition	4,380	15,000	15,000	15,000
3	620	385	651.103	Software	0	30,000	30,000	30,000
4	620	385	653.100	Books & Publications	953	2,000	1,892	2,700
5	620	385	654.100	Memberships	1,795	7,800	2,246	7,000
6	620	385	656.100	Printing & Binding	1,805	1,500	2,228	5,000
7	620	385	657.100	Fuel	195,075	300,000	147,890	264,000
8	620	385	659.100	Uniforms	31,979	33,000	21,348	38,000
9	620	385	660.100	Other Supplies	26,492	25,000	12,856	35,025
10	620	385	661.100	Misc. Other	0	10,000	0	10,000
11				<b>Total Supplies &amp; Other</b>	<b>276,292</b>	<b>441,300</b>	<b>244,961</b>	<b>426,725</b>
12								
13								
14	620	385	686.100	Vehicles	408,050	350,000	400,175	405,000
15	620	385	686.100	Other Equipment	178,961	209,350	162,070	239,350
16	620	385	687.100	Office Equipment	62,663	100,000	63,270	100,000
17				<b>Total Capital Outlay</b>	<b>649,674</b>	<b>659,350</b>	<b>625,515</b>	<b>744,350</b>
18								
19	620	385	690.600	Transfers To Law				
20				Enforcement Training	0	0	30,000	0
21				<b>Total Transfers Out</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>0</b>
22								
23				<b>LAW ENFORCEMENT SHERIFF</b>				
24				<b>TOTAL EXPENDITURES</b>	<b>7,625,655</b>	<b>8,157,703</b>	<b>7,590,431</b>	<b>8,360,958</b>

## **JAIL AND PENAL**

### **DEPARTMENTAL FUNCTIONS**

This budget is established to support the operations of the adult detention facilities.

### **BUDGET HIGHLIGHTS**

The increase in regular wages is due to the increases for the step and grid system previously implemented. These increases will help to make Franklin County wages more competitive with the local municipalities.

## JAIL AND PENAL

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Adult Detention Captain	1.00	1.00	1.00	0.00
Adult Detention Lieutenant	1.00	1.00	1.00	0.00
Adult Detention Administration Deputy	1.00	1.00	1.00	0.00
Adult Detention Sergeant	4.00	4.00	4.00	0.00
Adult Detention Corporal	4.00	4.00	4.00	0.00
Adult Detention Deputy	20.00	20.00	20.00	0.00
Administration Clerk	0.00	0.00	1.00	1.00
Adult Detention Kitchen Supervisor	1.00	1.00	1.00	0.00
Adult Detention Kitchen Food Worker	2.00	2.00	2.00	0.00
Adult Detention Janitor	0.75	1.00	1.00	0.00
	<u>34.75</u>	<u>35.00</u>	<u>36.00</u>	<u>1.00</u>

The position of administration clerk has been budgeted for the 2017 budget year.

### PERFORMANCE MEASURES

	<u>2014</u>	<u>2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
Jail and Penal Bookings	4,528	4,429	4,429	4,429

**LAW ENFORCEMENT  
JAIL & PENAL EXPENDITURES**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	620	390	611.100	Regular Wages	1,484,310	1,606,654	1,504,480	1,659,673
2	620	390	611.200	Overtime Wages	20,095	30,000	18,208	30,000
3	620	390	612.100	Part-Time Wages	13,705	0	0	0
4	620	390	613.100	FICA	111,001	125,204	116,486	129,260
5	620	390	614.100	Retirement-LAGERS	207,518	220,948	205,563	245,003
6	620	390	616.100	Workman's Compensation	57,949	55,000	71,618	86,000
7	620	390	617.100	Life Insurance	1,706	1,848	1,754	1,954
8	620	390	617.200	Health Insurance	316,581	338,930	302,718	345,467
9	620	390	617.300	Dental Insurance	13,028	12,936	12,276	13,676
10	620	390	617.400	Vision Insurance	4,162	4,133	3,922	4,369
11				<b>Total Personnel Services</b>	<u>2,230,055</u>	<u>2,395,653</u>	<u>2,237,025</u>	<u>2,515,402</u>
12								
13								
14	620	390	626.100	Maintenance & Repairs	0	0	0	0
15	620	390	626.101	Maint. & Repairs-Vehicles	1,715	4,000	892	4,000
16	620	390	626.102	Maint. & Repairs-Car Equip.	1,947	2,000	890	2,000
17	620	390	626.103	Maint. & Repairs-Equipment	5,700	4,000	6,153	5,000
18	620	390	626.104	Maint. & Repairs-Bldg/Grounds	87,741	120,000	58,126	120,000
19	620	390	627.100	Insurance	33,105	65,000	32,657	65,000
20	620	390	629.100	Other Professional Services	4,704	8,000	5,735	12,000
21	620	390	632.200	Contractual Services	252,223	305,000	242,240	305,000
22	620	390	633.100	Medical	156,751	230,000	184,060	230,000
23				<b>Total Services</b>	<u>543,886</u>	<u>738,000</u>	<u>530,753</u>	<u>743,000</u>
24								
25								
26	620	390	651.100	Office Supplies	717	3,000	716	3,000
27	620	390	653.100	Books & Publications	627	1,000	1,358	1,200
28	620	390	658.100	Janitor Supplies	8,932	25,000	0	25,000
29	620	390	659.100	Uniforms	0	0	0	0
30	620	390	660.100	Other Supplies	4,735	5,000	0	5,000
31				<b>Total Supplies &amp; Other</b>	<u>15,011</u>	<u>34,000</u>	<u>2,074</u>	<u>34,200</u>
32								
33	620	390	686.100	Other Equipment		0	0	0
34				<b>Total Capital Outlay</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
35								
36								
37				<b>JAIL AND PENAL</b>				
38				<b>TOTAL EXPENDITURES</b>	<b>2,788,952</b>	<b>3,167,653</b>	<b>2,769,852</b>	<b>3,292,602</b>

## **LAW ENFORCEMENT EMERGENCY RESERVE**

### **DEPARTMENTAL FUNCTIONS**

This budget was created to appropriate a portion of the estimated remaining fund balance in the Law Enforcement Sales Tax Trust Fund as emergency reserves.

### **BUDGET HIGHLIGHTS**

Appropriations to this budget fluctuate from year to year depending on the estimated remaining fund balance for the Law Enforcement Sales Tax Trust Fund. The estimated remaining fund balance for 2017 for the Law Enforcement Sale Tax Trust Fund is \$1,878,384. It is unlikely that these funds will be used.

**LAW ENFORCEMENT  
EMERGENCY RESERVE**

<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1 620	142	632.200	Contractual Services	0	2,097,528	0	1,878,384

## **INMATE SECURITY FUND**

### **FUND FUNCTIONS**

This fund is established and governed by RSMo 488.5026.1 and is under the direction of the Sheriff. These funds are used to acquire and develop biometric verification systems and information sharing to ensure that inmates, prisoners, or detainees in a holding cell facility or other detention facility or area which hold persons detained only for a shorter period of time after arrest or after being formally charged can be properly identified upon booking and tracked within the local law enforcement administration system, criminal justice administration system, or the local jail system. Upon the installation of the information sharing or biometric verification system, funds may be used for the maintenance, repair, and replacement of the information sharing or biometric verification system, and also to pay for any expenses related to detention, custody, and housing and other expenses for inmates, prisoners, and detainees.

### **BUDGET HIGHLIGHTS**

For 2017, total expenditures are \$130,000. This will leave an estimated fund balance of \$47,040.

**INMATE SECURITY FUND**

	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1 Fund Balance, January 1	\$122,860	\$152,232	\$158,642	\$181,740
2				
3 Projected Revenues	35,782	36,112	100,300	35,300
4				
5 Estimated Expenditures	<u>0</u>	<u>(90,289)</u>	<u>(71,000)</u>	<u>(130,000)</u>
6				
7 Revenues Over (Under)				
8 Expenditures	35,782	(54,177)	29,300	(94,700)
9				
10 Interfund Transfers In (Out)	0	0	0	0
11				
12 Fund Balance, December 31	\$158,642	\$98,055	\$181,740	\$47,040
13				
14				
15				
16				
17				

**REVENUE**

	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
18				
19				
20				
21 Fund				
22 625				
23 000				
24 459.177	35,633	36,000	100,000	35,000
25 Inmate Security Revenue				
26 625				
27 000				
28 492.100	149	112	300	300
29 Interest - Investment				
30				
31				
32				
33				
34				
35				
36				
37				
38				
39				
40				
41				
42				
43				
INMATE SECURITY				
TOTAL REVENUE	35,782	36,112	100,300	35,300

**EXPENDITURES**

	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
34				
35 Fund				
36 625				
37 395				
38 661.100	6,202	90,289	71,000	60,000
39 Miscellaneous Other				
40				
41				
42				
43				
625				
395				
686.100	0	0	0	70,000
Other Equipment				
Total Capital Outlay	0	0	0	70,000
INMATE SECURITY				
TOTAL EXPENDITURES	0	0	71,000	130,000

## **COLLECTOR'S TAX MAINTENANCE FUND**

### **FUND FUNCTIONS**

This fund is established and governed by RSMo 52.312.1 and is under the direction of the County Collector. The fees collected are to be used for the purpose of funding additional costs and expenses incurred in the Collector's Office.

### **BUDGET HIGHLIGHTS**

For 2017, there are no transfers to the General Fund budgeted. The Collector chose to appropriate all but \$90,912 of estimated funds available in 2017.

**COLLECTOR'S TAX MAINTENANCE FUND**

	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1 Fund Balance, January 1	\$123,329	\$77,854	\$107,942	\$46,427
2				
3 Projected Revenues	179,087	200,350	180,285	180,285
4				
5 Operating Expenditures	<u>(140,474)</u>	<u>(194,800)</u>	<u>(161,800)</u>	<u>(135,800)</u>
6				
7 Revenues Over (Under)				
8 Expenditures	38,613	5,550	18,485	44,485
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	<u>(54,000)</u>	<u>(80,000)</u>	<u>(80,000)</u>	<u>0</u>
13 Net Transfers In (Out)	<u>(54,000)</u>	<u>(80,000)</u>	<u>(80,000)</u>	<u>0</u>
14				
15 Fund Balance, December 31	\$107,942	\$3,404	\$46,427	\$90,912

**REVENUE**

				<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
23	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>			
24	630	000	454.150	Collector's Tax Maint. Fees	178,914	200,000	180,000
25	630	000	492.100	Investment Interest	173	350	285
26				<b>Total Revenue</b>	<u>179,087</u>	<u>200,350</u>	<u>180,285</u>

## EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	630	030	626.100	Maintenance & Repairs	17,365	20,000	44,000	15,000
2	630	030	629.100	Other Professional Services	0	20,000	21,000	20,000
3	630	030	632.200	Contractual Services	96,550	94,800	94,800	94,800
4	630	030	634.100	Training	275	10,000	1,000	0
5				<b>Total Services</b>	<u>114,190</u>	<u>144,800</u>	<u>160,800</u>	<u>129,800</u>
6								
7								
8	630	030	651.100	Office Supplies	5,816	10,000	1,000	1,000
9				<b>Total Supplies &amp; Other</b>	<u>5,816</u>	<u>10,000</u>	<u>1,000</u>	<u>1,000</u>
10								
11								
12	630	030	686.100	Other Equipment	0	20,000	0	5,000
13	630	030	687.100	Office Equipment	20,468	20,000	0	0
14				<b>Total Capital Outlay</b>	<u>20,468</u>	<u>40,000</u>	<u>0</u>	<u>5,000</u>
15								
16								
17	630	030	690.100	Transfers To General Fund	54,000	80,000	80,000	0
18				<b>Total Transfers</b>	<u>54,000</u>	<u>80,000</u>	<u>80,000</u>	<u>0</u>
19								
20				<b>COLLECTOR'S TAX MAINTENANCE</b>				
21				<b>TOTAL EXPENDITURES</b>	<b>194,474</b>	<b>274,800</b>	<b>241,800</b>	<b>135,800</b>

## **SHERIFF'S REVOLVING FUND**

### **FUND FUNCTIONS**

This budget is under the direction of the Franklin County Sheriff and is governed by Missouri State Statute 50.535. This fund shall only be used by law enforcement agencies for the purchase of equipment, to provide training, and to make necessary expenditures to process applications for concealed carry permits or renewals. This includes but is not limited to the purchase of equipment, information and data exchange, training, fingerprinting and background checks, employment of additional personnel, and any expenditure necessitated by an action under section 571.114 or 571.117.

### **BUDGET HIGHLIGHTS**

For 2017, \$274,687 was budgeted for expenditures, leaving an estimated fund balance of \$378,981.

**SHERIFF REVOLVING FUND**

**PERSONNEL DETAIL**

<b>Position Title</b>	<b>2015 Full-time Equivalent</b>	<b>Budgeted 2016 Full-time Equivalent</b>	<b>Budgeted 2017 Full-time Equivalent</b>	<b>2016-2017 Change</b>
Administration Clerk	0.00	1.00	1.00	0.00
	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>

SHERIFF REVOLVING FUND

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
1 Fund Balance, January 1	\$252,810	\$433,852	\$342,410	\$492,668
2				
3 Projected Revenues	159,229	300,200	201,000	161,000
4				
5 Operating Expenditures	(69,629)	(369,238)	(50,742)	(274,687)
6				
7 Revenues Over (Under)				
8 Expenditures	89,600	(69,038)	150,258	(113,687)
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	0	0	0	0
13 Net Transfers In (Out)	0	0	0	0
14				
15 Fund Balance, December 31	\$342,410	\$364,814	\$492,668	\$378,981

REVENUE

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
23	635	000	465.571 Conceal/Carry Revenue	158,889	300,000	200,000	160,000
24	635	000	492.100 Investment Interest	340	200	1,000	1,000
25			<b>Total Revenue</b>	<u>159,229</u>	<u>300,200</u>	<u>201,000</u>	<u>161,000</u>

## EXPENDITURES

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	635	375	611.100	Regular Wages	0	28,481	28,481	31,506
2	635	375	613.100	FICA	0	2,178	2,178	2,409
3	635	375	614.100	Retirement-LAGERS	0	4,443	4,443	5,230
4	635	375	617.100	Life Insurance	0	53	53	53
5	635	375	617.200	Health Insurance	0	0	0	0
6	635	375	617.300	Dental Insurance	0	370	370	370
7	635	375	617.400	Vision Insurance	0	119	119	119
8				<b>Total Personnel Services</b>	<b>0</b>	<b>35,644</b>	<b>35,644</b>	<b>39,687</b>
9								
10	635	375	632.200	Contractual Services	55,992	56,000	7,960	15,000
11				<b>Total Services</b>	<b>55,992</b>	<b>56,000</b>	<b>7,960</b>	<b>15,000</b>
12								
13	635	375	651.100	Office Supplies	3,463	5,000	4,847	5,000
14	635	375	661.100	Miscellaneous Other	0	0	0	200,000
15				<b>Total Supplies &amp; Other</b>	<b>3,463</b>	<b>5,000</b>	<b>4,847</b>	<b>205,000</b>
16								
17	635	375	687.100	Office Equipment	10,174	272,594	2,291	15,000
18				<b>Total Capital Outlay</b>	<b>10,174</b>	<b>272,594</b>	<b>2,291</b>	<b>15,000</b>
19								
20	635	375	690.635	Transfer to LESTF	0	0	0	0
21								
22								
23				<b>TOTAL SHERIFF REVOLVING</b>				
24				<b>FUND EXPENDITURES</b>	<b>69,629</b>	<b>369,238</b>	<b>50,742</b>	<b>274,687</b>

## **COUNTY 911 FUND**

### **FUND FUNCTIONS**

Franklin County 911 is a formal department of the Franklin County Commission. There are four Public Safety Answering Points (PSAPs) that take 911 calls within the County. The host PSAP for Franklin County is located in the Sheriff's Office Building. The remote PSAPs are located in Washington, Sullivan and Pacific. Calls originate from both landline and cell phones. The major funding source is the landline tax which has diminished over the past 10 years. Other funding has been provided by the Franklin County Commission through the Sheriff's Office budget and General Revenue. Within the proposed restructuring, direction will be provided to the 911 department by the E911 Director, the Fire/EMS 911 Operations Board, and the Law Enforcement 911 Operations Board.

### **2016 ACCOMPLISHMENTS**

- In 2015, Franklin County Communications answered 56,393 emergency 911 calls, totaling over 1,085 hours of talk time. In the first and second quarters of 2016, Franklin County Communications answered 30,419 emergency 911 calls, totaling over 884 hours of talk time.
- Tracked and logged incidents for 14 different agencies.
- Managed and operated the radio network which consists of 30 different transmitters and receivers for responders in the County, not including the mutual aid channels used to talk amongst PSAPs and outside agencies.
- Established the Fire/EMS Operations Board.
- Established the Law Enforcement Operations Board.
- Hired Fire/EMS Operations Manager.
- Installed two additional dispatch consoles, for a total number of six line consoles.
- Facilitated agency onboarding of Public Service Entity deciding to use our Center for Emergency Dispatching.
- Transitioned to a single Computer Aided Dispatching software.
- Hired additional personnel to maintain minimum staffing of the Center.
- Installed computer aided system for pre-arrival instructions.
- Implemented Dispatch Monitor software for our responders.

### **2017 OBJECTIVES**

- Upgrade 911 call answering infrastructure.
- Maintain and enhance Microwave Network.
- Maintain minimum staffing levels.
- Maintain adequate staffing of supervisory role at all times.

- Provide sound structure and foundation for our Communications Center through SOGs and training.
- Evaluate facility upgrades that are majorly needed.
- Define scope of new facility for 911/EOC with the needs of the Sheriff's Office.
- Implement sound quality improvement program.
- Move servers out of immediate operations area.
- Increase training availability for our personnel.
- Update response data.
- Improve situational awareness tools within the Center.
- Decrease unnecessary administrative phone line calls to maintain focus on emergency situations.
- Reduce administrative duties that may, at times, distract from the focus on emergency situations.

## **BUDGET HIGHLIGHTS**

Operating expenditures have increased from the 2016 budgeted amount of \$1,255,542 to the 2017 requested amount of \$2,887,627. \$200,000 has been requested for other equipment under the County Wide 911 Addressing budget. This request is for installments for the 911 systems upgrades. An additional \$100,000 has been budgeted for equipment purchases under the Franklin County Communications Served Agency Dispatching budget. The amount requested for maintenance and repairs has decreased from \$189,500 in 2016 to \$98,060 in 2017. Under the County Wide 911 Addressing budget, \$206,000 has been requested for contractual services for 2017, which is up from the 2016 budget request of \$116,500. An additional \$53,989 has been budgeted for contractual services under the Franklin County Communications Served Agency Dispatching budget for 2017. The amount budgeted for personnel services for 911 dispatching has increased from \$403,244 in 2016 to \$1,591,127 requested for 2017. This increase is due to dispatchers, which were previously budgeted under the law enforcement budget, now being budgeted under the 911 budget. During the 2017 budget year, a part-time deputy 911 director will become a full-time employee with benefits, which is also contributing to this increase in personnel services. The departmental budget of the Franklin County Communications Served Agency Dispatching will be increased to \$429,482, up from the 2016 estimated amount of \$176,601. This is due to the addition of two dispatchers during the 2017 budget year.

Since the telephone tax revenue cannot support the above mentioned expenditures, transfers from the General Fund of \$1,400,000 are budgeted for the 2017 budget year.

## COUNTY WIDE 911 FUND

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
1 Fund Balance, January 1	\$965,695	\$571,632	\$846,001	\$642,305
2				
3 Projected Revenues	927,821	833,482	1,043,688	1,096,050
4				
5 Operating Expenditures	(922,829)	(1,255,542)	(1,247,384)	(2,887,627)
6				
7 Revenues Over (Under)				
8 Expenditures	163,440	(422,060)	(203,696)	(1,791,577)
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	1,400,000
12 Transfers Out	(124,686)	0	0	0
13 Net Transfers In (Out)	(124,686)	0	0	1,400,000
14				
15 Fund Balance, December 31	\$846,001	\$149,572	\$642,305	\$250,728

## REVENUE

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
25	640	000	417.300 Telephone Tax Revenue	921,557	750,000	817,500	800,000
26			Total Taxes	921,557	750,000	817,500	800,000
27							
28	640	000	455.080 Served Agencies Dispatch Fees	0	80,732	224,300	293,300
29	640	000	470.000 Private Road Signs	1,425	2,000	450	2,000
30			Total Fees/Services Revenue	1,425	82,732	224,750	295,300
31							
32	640	000	492.100 Investment Interest	1,029	750	1,438	750
33	640	000	497.100 Miscellaneous Revenue	3,810	0	0	0
34			Total Miscellaneous Revenue	4,839	750	1,438	750
35							
36	640	000	498.100 Transfers From General Fund	0	0	0	1,400,000
37	640	000	498.150 Transfers From Emergency Fund	0	0	0	0
38			Total Transfers In	0	0	0	1,400,000
39							
40			Total Revenue	927,821	833,482	1,043,688	2,496,050

## COUNTY 911 ADDRESSING

### PERSONNEL DETAIL

<b>Position Title</b>	<b>2015 Full-time Equivalent</b>	<b>Budgeted 2016 Full-time Equivalent</b>	<b>Budgeted 2017 Full-time Equivalent</b>	<b>2016-2017 Change</b>
GIS Mapping Technician	1.0	1.0	1.0	0.0
GIS Addressing Clerk/Verifier	2.0	2.0	2.0	0.0
	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>0.0</u>

**COUNTY WIDE 911 ADDRESSING  
EXPENDITURES**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	640	040	611.100	Regular Wages	91,793	94,179	94,179	96,049
2	640	040	613.100	FICA	6,539	7,205	7,205	7,348
3	640	040	614.100	Retirement-LAGERS	16,504	14,692	14,692	15,944
4	640	040	617.100	Life Insurance	145	159	159	159
5	640	040	617.200	Health Insurance	20,025	20,267	20,267	17,963
6	640	040	617.300	Dental Insurance	1,109	1,109	1,109	1,109
7	640	040	617.400	Vision Insurance	354	355	355	355
8				<b>Total Personnel Services</b>	<u>136,469</u>	<u>137,966</u>	<u>137,966</u>	<u>138,927</u>
9								
10								
11	640	040	623.100	Telephone	148,077	130,000	126,100	167,552
12	640	040	624.100	Postage & Freight	39	100	50	100
13	640	040	626.100	Maintenance & Repairs	187,676	189,500	78,000	98,060
14	640	040	631.100	Advertising	44	500	800	1,000
15	640	040	632.200	Contractual Services	57,954	116,500	161,505	206,000
16	640	040	634.100	Training	4,817	15,000	12,000	21,375
17				<b>Total Services</b>	<u>398,607</u>	<u>451,600</u>	<u>378,455</u>	<u>494,087</u>
18								
19								
20	640	040	651.100	Office Supplies	62	250	1,800	10,364
21	640	040	652.100	Mileage	0	250	0	250
22	640	040	655.100	Business Expense	0	250	0	6,500
23	640	040	657.100	Fuel	0	250	0	1,000
24	640	040	660.100	Other Supplies	3,732	6,000	4,500	5,190
25				<b>Total Supplies &amp; Other</b>	<u>3,794</u>	<u>7,000</u>	<u>6,300</u>	<u>23,304</u>
26								
27								
28	640	040	686.100	Other Equipment	122,327	165,000	150,150	200,000
29	640	040	687.100	Office Equipment	0	10,000	2,500	10,700
30				<b>Total Capital Outlay</b>	<u>122,327</u>	<u>175,000</u>	<u>152,650</u>	<u>210,700</u>
31								
32	640	040	690.100	Transfer To General Fund	124,686	0	0	0
33								
34				<b>TOTAL COUNTY WIDE 911 ADDRESSING EXPENDITURES</b>	<b>785,883</b>	<b>771,566</b>	<b>675,371</b>	<b>867,018</b>
35								

## COUNTY 911 DISPATCHING

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Deputy 911 Director	0	0.5	1.0	0.5
Fire/EMS Operations Manager	0	1.0	1.0	0.0
Communication Public Relations Deputy	1.0	1.0	0.0	(1.0)
Communications Corporal	1.0	1.0	0.0	(1.0)
Communications Corporal Deputy	2.0	2.0	2.0	0.0
Communications Corporal Officer	1.0	1.0	2.0	1.0
Communications Lieutenant	1.0	1.0	1.0	0.0
Communication Officer	15.0	15.0	16.0	1.0
	<u>21.0</u>	<u>22.5</u>	<u>23.0</u>	<u>0.5</u>

The part-time deputy 911 director position is budgeted to become a full-time position in 2017.

Titles and changes were made from within the department.

**COUNTY WIDE 911 DISPATCHING  
EXPENDITURES**

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	640	045	611.100	Regular Wages	176,651	249,758	249,758	1,097,606
2	640	045	611.200	Overtime	6,698	15,000	7,000	50,000
3	640	045	612.100	Part-time Wage	154	20,000	20,000	0
4	640	045	613.100	FICA	13,411	21,784	21,172	87,792
5	640	045	614.100	Retirement-LAGERS	30,897	41,302	42,082	190,503
6	640	045	617.100	Life Insurance	226	317	317	1,215
7	640	045	617.200	Health Insurance	31,319	52,154	52,154	152,794
8	640	045	617.300	Dental Insurance	1,725	2,219	2,219	8,501
9	640	045	617.400	Vision Insurance	551	710	710	2,716
10				<b>Total Personnel Services</b>	<b>261,632</b>	<b>403,244</b>	<b>395,412</b>	<b>1,591,127</b>
11								
12								
13				<b>TOTAL COUNTY WIDE 911</b>				
14				<b>DISPATCHING EXPENDITURES</b>	<b>261,632</b>	<b>403,244</b>	<b>395,412</b>	<b>1,591,127</b>

## FRANKLIN COUNTY COMMUNICATIONS SERVED AGENCY DISPATCHING

### PERSONNEL DETAIL

Position Title	2015 Full-time Equivalent	Budgeted 2016 Full-time Equivalent	Budgeted 2017 Full-time Equivalent	2016-2017 Change
Communications Officer	<u>0.0</u>	<u>2.0</u>	<u>4.0</u>	<u>2.0</u>
	<u>0.0</u>	<u>2.0</u>	<u>4.0</u>	<u>2.0</u>

During the 2016 budget year, 2 communications officers were hired. Two additional communications officers are budgeted for 2017.

**FRANKLIN COUNTY COMMUNICATIONS SERVED AGENCY DISPATCHING  
EXPENDITURES**

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	640	046	611.100	Regular Wages	0	60,500	70,596	165,515
2	640	046	611.200	Overtime	0	0	0	15,000
3	640	046	613.100	FICA	0	4,628	5,401	13,809
4	640	046	614.100	Retirement-LAGERS	0	9,438	11,013	29,966
5	640	046	617.100	Life Insurance	0	17	106	212
6	640	046	617.200	Health Insurance	0	5,977	33,507	49,039
7	640	046	617.300	Dental Insurance	0	130	740	1,479
8	640	046	617.400	Vision Insurance	0	42	238	473
9				<b>Total Personnel Services</b>	<b>0</b>	<b>80,732</b>	<b>121,601</b>	<b>275,493</b>
10								
11								
12	640	046	632.200	Contractual Services	0	0	0	53,989
13				<b>Total Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>53,989</b>
14								
15								
16	640	046	686.100	Other Equipment	0	0	55,000	100,000
17					0	0	55,000	100,000
18								
19								
20				<b>TOTAL FRANKLIN COUNTY</b>				
21				<b>COMMUNICATIONS SERVED</b>	<b>0</b>	<b>80,732</b>	<b>176,601</b>	<b>429,482</b>
22				<b>AGENCY DISPATCHING</b>				
23								
24								
25								
26								
27				<b>TOTAL COUNTY WIDE 911</b>				
28				<b>FUND EXPENDITURES</b>	<b>1,047,515</b>	<b>1,255,542</b>	<b>1,247,384</b>	<b>2,887,627</b>

## **PROSECUTING ATTORNEY TRAINING FUND**

### **FUND FUNCTIONS**

This budget is under the direction of the Prosecuting Attorney. This budget is established to account for the fees collected to support training for the Prosecuting Attorney's office.

### **BUDGET HIGHLIGHTS**

There are no significant changes to this budget.

PROSECUTING ATTORNEY TRAINING FUND

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
1 Fund Balance, January 1	\$4,510	\$1,799	\$3,651	\$1,842
2				
3 Projected Revenues	5,301	5,015	5,005	5,005
4				
5 Operating Expenditures	(6,160)	(6,814)	(6,814)	(6,847)
6				
7 Revenues Over (Under)				
8 Expenditures	(858)	(1,799)	(1,809)	(1,842)
9				
10 Interfund Transfers In (Out)	0	0	0	0
11				
12 Fund Balance, December 31	\$3,651	\$0	\$1,842	\$0
13				

REVENUE

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
26	650	000	450.650	Court Costs Reimbursement	3,728	3,500	3,500
27	650	000	450.675	Municipal Court Fees	1,560	1,500	1,500
28	650	000	492.100	Interest - Investments	13	15	5
29			<b>Total Revenue</b>	<b>5,301</b>	<b>5,015</b>	<b>5,005</b>	<b>5,005</b>

EXPENDITURES

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
38	650	050	634.100	Training	6,160	6,814	6,847
39			<b>Total Services</b>	<b>6,160</b>	<b>6,814</b>	<b>6,814</b>	<b>6,847</b>

PROSECUTING TRAINING FUND

44	<b>TOTAL EXPENDITURES</b>	<b>6,160</b>	<b>6,814</b>	<b>6,814</b>	<b>6,847</b>
----	---------------------------	--------------	--------------	--------------	--------------

## **ELECTION SERVICES**

### **DEPARTMENTAL FUNCTIONS**

RSMo 115.065.4 allows the Election Authority to collect money for those costs that require additional out-of-pocket expenses in conducting an election. The election service account shall be budgeted and expended at the direction of the election authority and shall not be used to substitute for or subsidize any allocation of general revenue for the operation of the election authority's office without the express consent of the election authority. Income for this fund primarily comes from a 5% of the total election fee charged to any entity that has an issue on the ballot. The funds shall be used for training programs and purchase of additional supplies or equipment to improve the conduct of elections, including anything pertaining thereto. In addition to these costs, the state shall, subject to appropriation, compensate the election services fund for transaction submitted to update MCVR, the state voter registration database.

### **2016 ACCOMPLISHMENTS**

- Conducted four elections – March Presidential primary, April Municipal, August Primary and November General elections.
- Continued to educate the staff on election laws and procedures.
- Provided excellent service to the voters of Franklin County by having fair and open elections.
- Encouraged high school age students to participate in the election process by working with all area high schools and allowing high school age students to work at the polls during 2016 elections.
- Trained a minimum of 300 election judges for each election. This will total about 2,000 hours of training for the fiscal 2016 election cycle.
- Successfully administered documentation for all County wide filings.
- Conducted training for all state and county candidates with Missouri Ethics.

### **2017 OBJECTIVES**

- Allow two employees from the election division to attend IACREOT. This conference deals with innovative speakers on best election practices and the newest in election technology from around the United States and several other countries.
- Build fund balances to allow for future equipment replacement.

## **BUDGET HIGHLIGHTS**

Although at this time we are not expecting to use money for other equipment or office equipment, we will reevaluate our equipment in early spring to determine if there is a need for computer systems, scanners or other election related items.

The expense in miscellaneous other is for the possibility that we may have to store some of our voting systems off site. If so, we would have to have something that is climate controlled.

Transfer to the General Fund is to support the eBoardroom software for 2017. I hope we can find funding in the General Fund to support this in the 2018 fiscal year.

## ELECTION SERVICES FUND

				2015	2016	2016	2017
				Actual	Adopted	Estimated	Adopted
					Budget	By Dept.	Budget
1			Fund Balance, January 1	\$67,741	\$65,134	\$74,347	\$90,828
2							
3			Projected Revenues	17,683	38,488	52,088	6,700
4							
5			Operating Expenditures	(6,877)	(75,000)	(31,407)	(93,328)
6							
7			Revenues Over (Under)				
8			Expenditures	10,806	(36,512)	20,681	(86,628)
9							
10			Interfund Transfers In (Out)	(4,200)	(4,200)	(4,200)	(4,200)
11							
12			Balance December 31	\$74,347	\$24,422	\$90,828	\$0
13							
14							
15			<b>REVENUE</b>				
16							
17							
18	<b>Fund</b>	<b>Dept.</b>	<b>Account</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>
19			<b>No.</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Adopted</b>
20					<b>Budget</b>	<b>By Dept.</b>	<b>Budget</b>
21			<b>Description</b>				
22	655	000	441.205	0	0	0	0
23	655	000	443.612	0	23,408	23,408	0
24	655	000	451.300	17,604	15,000	28,545	6,600
25	655	000	492.100	80	80	135	100
26			<b>Total Revenue</b>	<b>17,683</b>	<b>38,488</b>	<b>52,088</b>	<b>6,700</b>
27							
28			<b>EXPENDITURES</b>				
29	<b>Fund</b>	<b>Dept.</b>	<b>Account</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>
30			<b>No.</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Adopted</b>
31					<b>Budget</b>	<b>By Dept.</b>	<b>Budget</b>
32			<b>Description</b>				
33	655	055	632.200	1,750	20,000	20,000	0
34			Contractual Services				
35			<b>Total Services</b>	<b>1,750</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>
36							
37	655	055	651.100	140	25,000	0	1,000
38	655	055	654.100	340	2,000	0	2,500
39	655	055	655.100	4,647	10,000	6,648	4,000
40	655	055	661.100	0	8,000	1,759	1,000
41			<b>Total Supplies &amp; Other</b>	<b>5,127</b>	<b>45,000</b>	<b>8,407</b>	<b>8,500</b>
42							
43	655	055	686.100	0	0	0	81,828
44	655	055	687.100	0	10,000	3,000	3,000
45			<b>Total Capital Outlay</b>	<b>0</b>	<b>10,000</b>	<b>3,000</b>	<b>84,828</b>
46							
47	655	055	690.100	4,200	4,200	4,200	4,200
48			Transfers to General Fund				
			<b>ELECTION SERVICES</b>				
			<b>TOTAL EXPENDITURES</b>	<b>11,077</b>	<b>79,200</b>	<b>35,607</b>	<b>97,528</b>

## **DOMESTIC VIOLENCE**

### **FUND FUNCTIONS**

The County Commission administers the budget for the Domestic Violence Fund. In accordance with RSMo 451.151, 455.200-205, and 479.261, they distribute money to local shelters for victims of domestic violence.

### **BUDGET HIGHLIGHTS**

There are no significant changes to this budget.

DOMESTIC VIOLENCE FUND

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
1 Balance, January 1	\$7,734	\$18	\$894	\$701
2				
3 Projected Revenues	3,660	3,330	3,155	3,155
4				
5 Operating Expenditures	(10,500)	(3,348)	(3,348)	(3,856)
6				
7 Revenues Over (Under)				
8 Expenditures	(6,840)	(18)	(193)	(701)
9				
10 Interfund Transfers In (Out)	0	0	0	0
11				
12 Fund Balance, December 31	\$894	\$0	\$701	\$0
13				
14				
15				
16				
17				
18				
19				
20				

REVENUE

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
26	660	000	467.400 Recorder of Deeds				
27			Marriage Fees	3,650	3,325	3,150	3,150
28	660	000	492.100 Interest - Investments	10	5	5	5
29							
30			<b>Total Revenue</b>	<b>3,660</b>	<b>3,330</b>	<b>3,155</b>	<b>3,155</b>
31							
32							
33							
34							

EXPENDITURES

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
39	660	060	632.200 Contractual Services	10,500	3,348	3,348	3,856
40			<b>Total Services</b>	<b>10,500</b>	<b>3,348</b>	<b>3,348</b>	<b>3,856</b>
41							
42							
43							

44			<b>DOMESTIC VIOLENCE</b>				
45			<b>TOTAL EXPENDITURES</b>	<b>10,500</b>	<b>3,348</b>	<b>3,348</b>	<b>3,856</b>

## HEALTH DEPARTMENT

### FUND FUNCTIONS

The mission of the Franklin County Department of Health is to protect the general health of all residents and visitors of Franklin County. Our major objective is to improve the health and well-being of our residents as well as prevent and manage the spread of communicable disease.

Services offered through the Franklin County Health Department require a multidisciplinary team approach to promote, prevent and protect the health of our population. By promoting healthy behaviors such as hand washing, breastfeeding, vaccination programs and protection against STD's, we are able to prevent the spread of many contagious diseases. By doing surveillance of over 110 reportable diseases, our staff is able to assist in the control and prevention of an outbreak of infectious disease and/or contamination of food or water supplies.

Our environmental health program provides systematic inspection of all food handling establishments. These inspections insure compliance with sanitation standards and practices which ensure compliance with the Franklin County Food Service and Retail Food Services Sanitation Ordinance. In addition, routine inspections of child care establishments and commercial lodging are inspected. All types of environmental complaints for onsite sewage disposal, food, and hazardous waste are addressed.

Other services to our county residents include the following: registration and printing of all vital records, telephonic RN consultations, blood pressure checks, glucose screening, pregnancy testing and education, TB testing and treatment, STD testing and treatment, Hepatitis C testing and education, bio-terrorism and emergency planning as well as the WIC program.

### 2016 HEALTH ACCOMPLISHMENTS

- Provided active surveillance for infectious and chronic disease and investigated outbreaks and patterns of disease or injury within our community.
- Enforced public health laws and regulations.
- Expanded active surveillance and investigations of infectious and chronic disease, successfully preventing disease clusters from spreading into the community.
- Completed inspections of all food establishments, temporary food events, daycare centers and hotels. Increased the number of inspections to high risk establishments and those affected by disasters such as flooding, fires and destruction.
- Increased outreach, education and presence at food events.
- Provided facility plan reviews for new construction/extensive remodeling on food establishments.

- Provided education and guidance to food establishments as flood waters started rising decreasing the amount of loss for some local businesses.
- Available for and responded to many after hour emergencies where food is involved.
- Established new partnerships and maintained existing partnerships within the community.
- Assisted the state lab by ensuring lab samples are processed correctly. Provided on-site courier services.
- Completed CDC review of protocols for potential bioterrorist/pandemic scenarios.
- Increased awareness of public health services and public health issues by attending health fairs, expos, wellness events and community providers meetings.
- Hosted health fair for all county employees. Provided immunizations, blood pressure screenings, insurance assessment assistance, education and resources.
- Hosted two 6 week wellness challenges providing education, demonstrations and support to county employees to meet personal wellness goals.
- Provided guidance to community leaders and health officials on new health threats such as the Ebola and Zika viruses.
- Completed and passed all local, state and federal program compliance monitoring visits.
- Provided after hour nursing services and care package outreach to first responders, volunteers and families affected by the flood.
- Expanded and increased number of adult and child immunization services.
- Provided lead screenings, testing, education and case management services.
- Provided TB screenings, testing, education, treatment and case management services.
- Provided STD and Hepatitis C screenings, testing, education and treatment.
- Provided blood pressure screenings, wellness checks, hemoglobin checks and various other health services to the community.
- Provided resources and referral information to link individuals to health care services.
- Increased staff attendance to trainings/conferences to ensure compliance with laws, contract requirements and to ensure evidence based information is provided to the public.
- Continued partnership with library to increase literacy among adults/children.
- Provided clinic hours and internships to undergraduate students, graduate students, school groups and various other community members that are interested in public health.

## **2017 HEALTH OBJECTIVES**

- Continue to educate state and local officials on public health services and the need for increased funding to prevent the spread of disease, promote wellness and protect the public from public health hazards.
- Maintain scope of work for federal, state and local contracts and grants.
- Develop policies to support individual and community health goals and initiatives.
- Participate in public health awareness activities within the community.

- Participate in regular meetings to ensure that public health planning efforts are integrated with other agencies.
- Implement programs to address needs identified in the 2016 community assessment. Focus will be on substance abuse, obesity and access to health services.
- Develop policies/procedures to bill private insurance.
- Continue to provide support and guidance to the building department on 701 violations.
- License, conduct and follow up on all inspections of retail and temporary food service facilities, daycares and hotels.
- Provide plan review of all new food service facilities or remodeled food service facilities to ensure compliance with Franklin County food service regulations.
- Respond to all public health emergencies (fire, truck wrecks, floods, etc.)
- Respond to environmental health complaints received in our office and enforce laws.
- Provide ongoing surveillance for infectious and chronic diseases.
- Collaborate with and enhance professional relationships with local medical providers.
- Enhance health services.
- Attend national, local and/or state meetings, trainings and conferences.
- Enhance web based access to health and department information.
- Strengthen our relationship with health departments in surrounding counties.
- Participate in meetings with area providers and resource groups.
- Continue efforts to decrease the rate of obesity in Franklin County through breastfeeding support and promotion.
- Apply for funding CCHC grant.
- Implement the 1,2,3,4,5 Fit-Tastic Program.
- Expand staffing to grow services and abilities to reach out to community partners. Staff to include experienced medical biller as well as an RN/LPN or Health Educator.

## **2016 WIC ACCOMPLISHMENTS**

- Increased WIC outreach efforts to eligible families.
- Shared WIC data, resources and information with healthcare providers, daycares, schools and provider groups.
- Continued partnership with Mercy lactation staff to provide follow up post discharge assistance.
- Implemented a Breastfeeding Peer Counselor Program to support and guide new moms.
- Increased breastfeeding rates during FY 2016. Our breastfeeding anytime rate has increased from 58.1% to 59%, breastfeeding duration at 6 months increased from 12.5% to 13.3% and breastfeeding duration at 12 months increased from 6.4% to 7.9%. Based on research, we know the longer duration of breastfeeding increases benefits for both women and children and this continues to be an area we focus on.
- We have continued to keep the proportion of children ages 2-5 who are considered obese below the Healthy People 2020 Objective target of 9.6%.

## **2017 WIC OBJECTIVES**

- Maintain scope of work for WIC contract.
- Continue to build WIC Breastfeeding Peer Counselor Program.
- Complete necessary criteria and apply for Breastfeeding Friendly WIC Clinic designation in 2017.
- Hire and train new staff to replace those who are retiring.
- Increase anytime breastfeeding rates to 65% and duration rates at six months to 17%.
- Decrease obesity rates in children ages 2-10 years of age.
- Partner with the MCH contract staff to provide nutritional education to the local community.
- Collaborate with local health providers on care plans of high risk participants.
- Increase prenatal care education in the first trimester.
- Attend national, state and/or local conferences and trainings.

## **2016 PHEP/CRI ACCOMPLISHMENTS**

- Underwent Federal review from CDC and State DHSS staff
- Conducted three emergency preparedness drills
- Contributed to the successful operation of a commodities point of dispensing in response to historic flooding event
- Contributed to the successful operation of a multi-agency resource center in response to historic flooding event
- Acquired and successfully deployed misting fan heat management equipment
- Integrated the use of WebEOC resource requests during real world events
- Updated sections of the Health Department emergency response plan
- Attended National level conference for Public Health Preparedness hosted by the National Association for County and City Health Officials

## **2017 PHEP/CRI OBJECTIVES**

- Continue maintenance and updates of Emergency Response Plan
- Conduct a full scale site set-up of a medical countermeasure point of dispensing
- Recruit and retain 25 volunteers for the area Medical Reserve Corps
- Conduct a functional exercise to satisfy CDC ORR recommendations
- Begin the process of updating agreements with transportation, security and facility partners
- Conduct a table-top exercise of Strategic National Stockpile request procedures
- Deploy, inventory and evaluate Point of Dispensing go kits

- Contact at least 50% of closed POD partners to address training and planning needs
- Resume distribution of the “Health Wise” newsletter on a semi-annual basis

## **BUDGET HIGHLIGHTS**

In 2017, overall revenue is projected to be \$894,056. The 2017 expenditures are budgeted at \$1,069,871. Therefore, expenditures are budgeted to exceed the revenues by \$175,815. Salaries and benefits budgeted for the Health Department Fund for 2017 total \$868,806, up from \$744,408 in 2016. This is an increase of \$124,398.

## HEALTH DEPARTMENT

### PERSONNEL DETAIL

Position Title	2015	Budgeted 2016	Budgeted 2017	2016-2017 Change
	Full-time Equivalent	Full-time Equivalent	Full-time Equivalent	
Health Services Director	1.0	1.0	1.0	0.0
Environmental Public Health Supervisor II	1.0	1.0	1.0	0.0
Environmental Public Health Supervisor I	0.5	0.5	0.5	0.0
Public Health Regional Planner	1.0	1.0	1.0	0.0
Public Health Supervisor	1.0	1.0	1.0	0.0
Community Health Nurse II	1.5	1.5	1.5	0.0
WIC Coordinator	1.0	1.0	1.0	0.0
Licensed Practicing Nurse	1.0	1.0	1.0	0.0
Registered Medical Assistant	0.0	0.0	1.0	1.0
Nutritionist	1.0	1.0	1.0	0.0
Peer Counselor	0.5	0.5	0.5	0.0
Clerk II	1.0	1.0	1.0	0.0
Clerk I	1.0	1.0	1.0	0.0
Clerk I/WIC Program	3.0	3.0	3.0	0.0
	<u>14.5</u>	<u>14.5</u>	<u>15.5</u>	<u>1.0</u>

The part-time position of peer counselor was added during the 2015 budget year and was budgeted for 2016 and 2017.

A Registered Medical Assistant position was added for 2017.

### PERFORMANCE MEASURES

	2014	2015	Projected 2016	Projected 2017
Birth and Death Certificates Issued	9,074	9,106	9,106	9,106
Immunizations Administered	2,616	2,859	2,859	2,859
Food Service Inspections	941	1,093	1,093	1,093

HEALTH DEPARTMENT FUND

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
1 Fund Balance, January 1	\$352,320	\$259,653	\$475,665	\$539,471
2				
3 Projected Revenues	870,545	877,069	916,803	894,056
4				
5 Estimated Expenditures	(772,200)	(913,577)	(852,997)	(1,069,871)
6				
7 Revenues Over (Under)				
8 Expenditures	98,345	(36,508)	63,806	(175,815)
9				
10 Interfund Transfers In (Out)				
11 Transfers In	25,000	0	0	0
12 Transfers Out	0	0	0	0
13 Net Transfers In (Out)	25,000	0	0	0
14				
15 Fund Balance, December 31	\$475,665	\$223,145	\$539,471	\$ 363,655

REVENUE

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
23	665	000	440.001 Cities Readiness Grant	28,725	22,683	22,683	20,415
24	665	000	440.003 Summer Food	0	0	0	0
25	665	000	441.201 Maternal Child Health Grant	38,538	43,227	43,000	43,308
26	665	000	441.211 Ebola Preparedness & Resp.	0	20,010	5,000	0
27	665	000	442.202 WIC Federal Reimbursement	270,827	292,001	260,000	321,927
28	665	000	442.204 Medicaid Reimbursement	33,159	18,000	20,000	30,000
29	665	000	443.202 Core Public Health Grant	143,213	140,046	220,944	140,046
30	665	000	443.210 Child Care Sanitation Inspect.	7,180	7,000	7,000	7,000
31	665	000	443.213 Bio Terrorism Preparation	117,982	121,901	121,901	113,001
32	665	000	443.214 MFH Grant Revenue	9,314	0	0	0
33	665	000	444.020 Child Care Health Consultation	0	0	0	4,559
34			<b>Total Grant Revenue</b>	<b>648,938</b>	<b>664,868</b>	<b>700,528</b>	<b>680,256</b>
35							
36							
37	665	000	466.325 Breast Pump Charge	650	1500	1,400	1,400
38	665	000	466.400 Vital Records	112,264	113,000	113,000	113,000
39	665	000	466.401 Health Department Fees	25,591	27,000	27,000	27,000
40	665	000	466.402 Vaxcare	6,222	3,300	3,300	3,300
41	665	000	466.500 Sanitation Inspection Fees	75,900	67,000	70,500	67,000
42			<b>Total Fee Revenue</b>	<b>220,628</b>	<b>211,800</b>	<b>215,200</b>	<b>211,700</b>

FRANKLIN COUNTY, MISSOURI

BUDGET FOR FISCAL YEAR 2017

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	665	000	492.100	Interest on Investments	419	401	1,000	2,000
2	665	000	493.200	Health Dept. Rev. Prior Year	0	0		0
3	665	000	497.100	Miscellaneous Revenue	561	0	75	100
4				<b>Total Miscellaneous Revenue</b>	<u>980</u>	<u>401</u>	<u>1075</u>	<u>2,100</u>
5								
6								
7	665	000	498.100	Transfer From General Fund	25,000	0	0	0

## HEALTH DEPARTMENT EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	665	065	611.100	Regular Wages	260,751	216,231	216,259	261,385
2	665	065	611.200	Overtime	0	200	0	250
3	665	065	612.100	Part-time Wages	10,084	40,000	15,500	50,000
4	665	065	613.100	FICA	19,523	19,617	17,730	23,840
5	665	065	614.100	Retirement-LAGERS	47,025	39,972	36,154	43,431
6	665	065	615.100	Unemployment	0	15,000	0	5,000
7	665	065	616.100	Workers Compensation	0	500	0	20,000
8	665	065	617.100	Life Insurance	339	317	317	370
9	665	065	617.200	Health Insurance	56,292	51,837	56,703	68,024
10	665	065	617.300	Dental Insurance	2,587	2,128	2,218	2,587
11	665	065	617.400	Vision Insurance	827	709	709	827
12				<b>Total Personnel Services</b>	<b>397,428</b>	<b>386,511</b>	<b>345,590</b>	<b>475,714</b>
13								
14								
15	665	065	623.100	Telephone	3,103	5,000	5,000	5,000
16	665	065	624.100	Postage & Freight	1,588	2,300	500	800
17	665	065	626.100	Maintenance & Repairs	1,410	3,500	3,500	4,200
18	665	065	629.100	Other Professional Services	0	12,220	12,220	14,401
19	665	065	630.100	Utilities	6,950	5,000	5,000	6,500
20	665	065	632.200	Contractual Services	12,860	15,030	11,000	36,856
21	665	065	633.100	Medical	12,439	14,800	14,800	33,950
22	665	065	634.100	Training	1,175	2,575	1,100	3,915
23				<b>Total Services</b>	<b>39,525</b>	<b>60,425</b>	<b>53,120</b>	<b>105,622</b>
24								
25								
26	665	065	651.100	Office Supplies	2,881	6,000	6,000	5,000
27	665	065	652.100	Mileage	2,625	3,000	3,000	3,000
28	665	065	653.100	Books & Publications	346	4,300	4,000	5,300
29	665	065	654.100	Memberships	765	1,425	1,000	1,445
30	665	065	655.100	Business Expense	1,106	1,600	1,600	2,150
31	665	065	661.100	Miscellaneous Other	3,545	7,850	7,850	5,000
32				<b>Total Supplies &amp; Other</b>	<b>11,268</b>	<b>24,175</b>	<b>23,450</b>	<b>21,895</b>
33								
34								
35	665	065	686.100	Other Equipment	910	1,000	1,000	1,000
36	665	065	687.100	Office Equipment	0	500	2,100	7,000
37				<b>Total Capital Outlay</b>	<b>910</b>	<b>1,500</b>	<b>3,100</b>	<b>8,000</b>
38								
39				<b>HEALTH DEPARTMENT</b>				
40				<b>TOTAL EXPENDITURES</b>	<b>449,131</b>	<b>472,611</b>	<b>425,260</b>	<b>611,231</b>

## WIC DEPARTMENT EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	665	075	611.100	Regular Wages	147,865	151,984	160,116	172,420
2	665	075	611.200	Overtime	0	0	0	0
3	665	075	612.100	Part-time Wages	3,386	13,169	13,169	13,583
4	665	075	613.100	FICA	10,919	12,634	13,256	14,229
5	665	075	614.100	Retirement-LAGERS	26,633	23,709	24,978	28,622
6	665	075	617.100	Life Insurance	239	264	264	264
7	665	075	617.200	Health Insurance	30,170	25,668	35,400	31,369
8	665	075	617.300	Dental Insurance	1,848	1,848	1,848	1,848
9	665	075	617.400	Vision Insurance	590	591	591	591
10				<b>Total Personnel Services</b>	<u>221,650</u>	<u>229,867</u>	<u>249,622</u>	<u>262,927</u>
11								
12								
13	665	075	623.100	Telephone	1,865	3,000	2,000	2,000
14	665	075	624.100	Postage & Freight	6	800	500	500
15	665	075	630.100	Utilities	0	2,585	2,585	2,585
16	665	075	632.200	Contractual Services	5,250	1,626	2,600	7,644
17	665	075	633.100	Medical	1,447	4,400	4,000	3,500
18	665	075	634.100	Training	470	3,000	2,000	1,850
19				<b>Total Services</b>	<u>9,038</u>	<u>15,411</u>	<u>13,685</u>	<u>18,079</u>
20								
21								
22	665	075	651.100	Office Supplies	4,766	7,600	4,550	4,550
23	665	075	652.100	Mileage	165	3,918	2,000	1,827
24	665	075	653.100	Books & Publications	108	3,800	3,800	2,031
25	665	075	655.100	Business Expense	40	3,776	3,000	3,200
26	665	075	661.100	Miscellaneous Other	10,679	9,500	8,000	30,971
27				<b>Total Supplies &amp; Other</b>	<u>15,758</u>	<u>28,594</u>	<u>21,350</u>	<u>42,579</u>
28								
29	665	075	687.100	Office Equipment	2,510	2,500	3,000	550
30				<b>Total Capital Outlay</b>	<u>2,510</u>	<u>2,500</u>	<u>3,000</u>	<u>550</u>
31								
32								
33				<b>WIC DEPARTMENT</b>				
34				<b>TOTAL EXPENDITURES</b>	<b>248,956</b>	<b>276,372</b>	<b>287,657</b>	<b>324,135</b>

## BT/CRI DEPARTMENT EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	665	085	611.100	Regular Wages	42,281	94,669	94,669	96,555
2	665	085	611.200	Overtime	0	0	0	0
3	665	085	612.100	Part-time Wages	0	0	0	0
4	665	085	613.100	FICA	3,149	7,242	7,242	7,386
5	665	085	614.100	Retirement-LAGERS	7,458	14,768	14,768	16,028
8	665	085	617.100	Life Insurance	48	106	106	106
9	665	085	617.200	Health Insurance	5,072	10,268	10,268	9,113
10	665	085	617.300	Dental Insurance	370	740	740	740
11	665	085	617.400	Vision Insurance	118	237	237	237
12				<b>Total Personnel Services</b>	<u>58,496</u>	<u>128,030</u>	<u>128,030</u>	<u>130,165</u>
13								
14	665	085	626.100	Maintenance & Repairs	820	250	250	0
15	665	085	632.200	Contractual Services	3,416	12,931	3,000	2,760
16	665	085	634.100	Training	0	2,000	750	0
17				<b>Total Services</b>	<u>4,236</u>	<u>15,181</u>	<u>4,000</u>	<u>2,760</u>
18								
19								
20	665	085	651.100	Office Supplies	776	825	650	291
21	665	085	652.100	Mileage	0	395	350	250
22	665	085	655.100	Business Expense	1,153	1,510	1,550	0
23	665	085	661.100	Miscellaneous Other	3,549	17,663	2,500	0
24				<b>Total Supplies &amp; Other</b>	<u>5,478</u>	<u>20,393</u>	<u>5,050</u>	<u>541</u>
25								
26								
27	665	085	686.100	Other Equipment	5,903	990	3,000	1,039
28				<b>Total Capital Outlay</b>	<u>5,903</u>	<u>990</u>	<u>3,000</u>	<u>1,039</u>
29								
30				<b>BT/CRI DEPARTMENT</b>				
31				<b>TOTAL EXPENDITURES</b>	<b>74,113</b>	<b>164,594</b>	<b>140,080</b>	<b>134,505</b>

## **RECORDS PRESERVATION**

### **FUND FUNCTIONS**

This fund is under the direction of the Recorder of Deeds. In accordance with RSMo 59.319.1, fees collected are to be used for record storage, microfilming, preservation, including anything necessarily pertaining thereto.

### **BUDGET HIGHLIGHTS**

For 2017, there are no transfers to the General Fund budgeted.

## RECORDS PRESERVATION FUND

				2015	2016	2016	2017
				Actual	Adopted	Estimated	Adopted
					Budget	By Dept.	Budget
1			Fund Balance, January 1	\$146,656	\$172,806	\$177,410	\$177,560
2							
3			Projected Revenues	63,051	60,150	60,150	60,150
4							
5			Operating Expenditures	(32,297)	(190,000)	(30,000)	(237,000)
6							
7			Revenues Over (Under)				
8			Expenditures	30,754	(129,850)	30,150	(176,850)
9							
10			Interfund Transfers In (Out)	0	(30,000)	(30,000)	0
11							
12			Fund Balance, December 31	\$177,410	\$12,956	\$177,560	\$710
13							
14							
15							
16			<b>REVENUE</b>				
17							
18							
19	<b>Fund</b>	<b>Dept.</b>	<b>Account</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>
20			<b>No.</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Adopted</b>
21			<b>Description</b>		<b>Budget</b>	<b>By Dept.</b>	<b>Budget</b>
22	670	000	467.410	41,174	40,000	40,000	40,000
23	670	000	467.420				
24			Recorder of Deeds User Fees				
25	670	000	492.100	21,694	20,000	20,000	20,000
26			Recorder of Deeds				
27			Technology Fees	183	150	150	150
28			Investment Interest				
29			<b>Total Revenue</b>	<b>63,051</b>	<b>60,150</b>	<b>60,150</b>	<b>60,150</b>
30							
31			<b>EXPENDITURES</b>				
32							
33	<b>Fund</b>	<b>Dept.</b>	<b>Account</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>
34			<b>No.</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Adopted</b>
35			<b>Description</b>		<b>Budget</b>	<b>By Dept.</b>	<b>Budget</b>
36	670	070	632.100	10,158	51,000	2,000	90,000
37			Miscellaneous Other Services				
38	670	070	632.200	0	35,000	0	30,000
39			Contractual Services				
40	670	070	634.100	2,087	35,000	6,000	30,000
41			Training				
42			<b>Total Services</b>	<b>12,245</b>	<b>121,000</b>	<b>8,000</b>	<b>150,000</b>
43							
44							
45	670	070	686.100	5,652	23,000	4,000	30,000
46			Other Equipment				
47	670	070	687.100	14,400	46,000	18,000	57,000
			Office Equipment				
			<b>Total Capital Outlay</b>	<b>20,052</b>	<b>69,000</b>	<b>22,000</b>	<b>87,000</b>
	670	070	690.100	0	30,000	30,000	0
			Transfer to General Fund				
			<b>RECORDS PRESERVATION</b>				
			<b>TOTAL EXPENDITURES</b>	<b>32,297</b>	<b>220,000</b>	<b>30,000</b>	<b>237,000</b>

## **PROSECUTING ATTORNEY ADMINISTRATIVE HANDLING COST FUND**

### **FUND FUNCTION**

This budget is under the direction of the Prosecuting Attorney. Each prosecuting attorney who takes any action to collect restitution for bad checks shall collect from the person paying restitution an administrative handling cost. The moneys shall be deposited in the Administrative Handling Cost Fund. The moneys deposited in the fund may be used by the Prosecuting Attorney for office supplies, postage, books, training, office equipment, capital outlay, expenses of trial and witness preparation, additional employees for the staff of the prosecuting attorney, employee's salaries, and for other lawful expenses incurred by the Prosecuting Attorney in the operation of that office.

### **BUDGET HIGHLIGHTS**

\$8,000 is budgeted to be transferred to the General Fund to support the salary and benefits of an employee in the Prosecuting Attorney's office.

## PROSECUTING ATTORNEY ADMINISTRATIVE HANDLING COST FUND

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
1 Fund Balance, January 1	\$16,895	\$6,721	\$11,123	\$8,768
2				
3 Projected Revenues	14,228	11,825	9,645	10,030
4				
5 Operating Expenditures	0	(2,000)	(12,000)	(2,000)
6				
7 Revenues Over (Under)				
8 Expenditures	14,228	9,825	(2,355)	8,030
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	(20,000)	(10,000)	0	(8,000)
13 Net Transfers In (Out)	(20,000)	(10,000)	0	(8,000)
14				
15 Fund Balance, December 31	\$11,123	\$6,546	\$8,768	\$8,798

## REVENUE

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
22				
23				
24				
25				
26				
27				
Fund				
680				
Dept.				
000				
Account				
No.				
461.202				
Description				
Bad Check Fees	14,202	11,800	9,600	10,000
492.100				
Investment Interest	26	25	45	30
Total Revenue	14,228	11,825	9,645	10,030

## EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	680	080	624.100	Postage & Freight	0	1,000	1,000	1,000
2				<b>Total Services</b>	0	1,000	1,000	1,000
3								
4								
5	680	080	651.100	Office Supplies	0	1,000	11,000	1,000
6				<b>Total Supplies &amp; Other</b>	0	1,000	11,000	1,000
7								
8								
9	680	080	685.100	Vehicles	0	0	0	0
10	680	080	687.100	Office Equipment	0	0	0	0
11				<b>Total Capital Outlay</b>	0	0	0	0
12								
13								
14	680	080	690.100	Transfers to General Fund/Payroll	20,000	10,000	0	8,000
15	680	080	690.650	Transfers For PA Training Fund	0	0	0	0
16				<b>Total Transfers</b>	20,000	10,000	0	8,000
17								
18				<b>PROSECUTING ATTORNEY</b>				
19				<b>ADMINISTRATIVE HANDLING COST</b>				
20				<b>TOTAL EXPENDITURES</b>	<b>20,000</b>	<b>12,000</b>	<b>12,000</b>	<b>10,000</b>

## **MUNICIPAL COURT**

### **FUND FUNCTIONS**

The Franklin County Municipal Court handles violations of the Franklin County Code in the areas of traffic, building and health. All cases begin by the County Prosecuting Attorney filing a traffic ticket or a charge of the violation of the building or health code. Cases are opened by the clerk who accepts guilty pleas and collects fines and court costs. Defendants who plead not guilty are tried by the judge. If found not guilty, the defendant is discharged. If found guilty, the clerk collects the fine and costs. All fines and costs are paid to the Franklin County Treasurer for distribution.

### **2016 ACCOMPLISHMENTS**

- Continue to be a Court that will work with people to maintain consistent payment plans to meet their needs.

### **2017 OBJECTIVES**

- Expand ordinances to include commercial truck equipment regulations.
- Maintain compliance with Senate Bill 5(2015) and Senate Bill 572(2016).

### **BUDGET HIGHLIGHTS**

\$354,053 is budgeted to be transferred to the General Fund and \$25,000 is budgeted to be transferred to law enforcement.

**MUNICIPAL COURT**

**PERSONNEL DETAIL**

<b>Position Title</b>	<b>2015 Full-time Equivalent</b>	<b>Budgeted 2016 Full-time Equivalent</b>	<b>Budgeted 2017 Full-time Equivalent</b>	<b>2016-2017 Change</b>
Municipal Court Judge	0.5	0.5	0.5	0.0
Clerk	1.0	1.0	1.0	0.0
	<u>1.5</u>	<u>1.5</u>	<u>1.5</u>	<u>0.0</u>

MUNICIPAL COURT

	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
1 Fund Balance, January 1	\$111,630	\$68,264	\$78,519	\$38,997
2				
3 Projected Revenues	448,887	473,250	491,992	512,350
4				
5 Estimated Expenditures	(144,075)	(170,001)	(170,001)	(162,294)
6				
7 Revenues Over (Under)				
8 Expenditures	304,812	303,249	321,991	350,056
9				
10 Interfund Transfers In (Out)				
11 Transfers In	0	0	0	0
12 Transfers Out	(337,923)	(361,513)	(361,513)	(379,053)
13 Net Transfers In (Out)	(337,923)	(361,513)	(361,513)	(379,053)
14				
15 Fund Balance, December 31	\$78,519	\$10,000	\$38,997	\$10,000

REVENUE

Fund	Dept.	Account No.	Description	2015 Actual	2016 Adopted Budget	2016 Estimated By Dept.	2017 Adopted Budget
26	685	000	450.500 Municipal Court Costs	37,428	45,000	37,645	39,000
27	685	000	450.550 Municipal Court Fines	407,999	425,000	450,997	470,000
28	685	000	450.575 Municipal Court Bonds	0	0	0	0
29	685	000	450.580 Judicial Education	3,119	3,000	3,100	3,100
30	685	000	450.585 Court Clerk \$10	341	0	0	0
31			<b>Total Fees Revenue</b>	<u>448,887</u>	<u>473,000</u>	<u>491,742</u>	<u>512,100</u>
32							
33							
34	685	000	492.100 Interest		250	250	250
35			<b>Total Investment Revenue</b>	<u>0</u>	<u>250</u>	<u>250</u>	<u>250</u>
36							
37	685	000	498.100 Transfer from General	0	0	0	0
38			<b>Total Transfers In</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

## FRANKLIN COUNTY, MISSOURI

## BUDGET FOR FISCAL YEAR 2017

## EXPENDITURES

	<u>Fund</u>	<u>Dept.</u>	<u>Account No.</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1	685	685	611.100	Regular Wages	26,076	26,753	26,754	27,290
2	685	685	612.100	Part-Time Wages	26,255	28,845	28,844	29,361
3	685	685	613.100	FICA	3,991	4,253	4,253	4,334
4	685	685	614.100	Retirement-LAGERS	4,688	4,174	4,174	4,530
5	685	685	617.100	Life Insurance	48	53	53	53
6	685	685	617.200	Health Insurance	5,072	5,134	5,134	4,557
7	685	685	617.300	Dental Insurance	370	370	370	370
8	685	685	617.400	Vision Insurance	118	119	119	119
9				<b>Total Personnel Services</b>	<u>66,618</u>	<u>69,701</u>	<u>69,701</u>	<u>70,614</u>
10								
11								
12	685	685	623.100	Telephone	657	700	700	700
13	685	685	624.100	Postage & Freight	735	2,500	2,500	2,500
14	685	685	626.100	Maintenance & Repairs	0	200	200	200
15	685	685	629.125	Witness Expense	0	50	50	50
16	685	685	632.200	Contractual Services	72,313	89,350	89,350	78,330
17	685	685	634.100	Training	618	1,000	1,000	3,000
18				<b>Total Services</b>	<u>74,323</u>	<u>93,800</u>	<u>93,800</u>	<u>84,780</u>
19								
20								
21	685	685	651.100	Office Supplies	3,134	4,000	4,000	4,000
22	685	685	656.100	Printing & Binding	0	2,500	2,500	2,900
23				<b>Total Supplies &amp; Other</b>	<u>3,134</u>	<u>6,500</u>	<u>6,500</u>	<u>6,900</u>
24								
25	685	685	687.100	Office Equipment	0	0	0	0
26				<b>Total Capital Outlay</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
27								
28	685	685	690.100	Transfers to General Fund	324,340	341,423	341,423	354,053
29	685	685	690.620	Transfers to LESTF	13,583	20,090	20,090	25,000
30								
31								
32				<b>MUNICIPAL COURT FUND</b>				
33				<b>TOTAL EXPENDITURES</b>	<b>481,998</b>	<b>531,514</b>	<b>531,514</b>	<b>541,347</b>

## **BRUSH CREEK SEWER FUND**

### **FUND FUNCTIONS**

In 2006, Franklin County developed its first sewer district in the "First Class" County statutes. The Franklin County Commissioners serve as the board for the Brush Creek Sewer District. Loans and grants were obtained from the U.S. Department of Agriculture and Missouri Department of Natural Resources for a total of \$6,225,951. The sewer system was finished and placed into operation during 2007. Approximately 960 people between Gray Summit and Pacific are served by the district. In 2012, the County transferred the management of the district to Franklin County Water District #3.

### **BUDGET HIGHLIGHTS**

The budgeted expenditures exceed the revenues by \$107,177 for 2017. This budget does not include a repayment schedule for the debt to the County. It does not provide for any reserves as required in the District's bond resolutions. The budget does not provide a reserve for replacement of those equipment items with a life expectancy less than the bond term.

**BRUSH CREEK SEWER FUND**

	<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
1 <b>Net Position January 1</b>	\$2,651,508	\$2,525,771	\$2,669,739	\$2,459,232
2				
3 <b>Projected Revenues</b>	436,528	435,550	590,775	489,217
4 <b>Estimated Expenses</b>	<u>(418,297)</u>	<u>(800,623)</u>	<u>(801,282)</u>	<u>(596,394)</u>
5				
6				
7 <b>Change In Net Position</b>	18,231	(365,073)	(210,507)	(107,177)
8				
9 <b>Interfund Transfers In (Out)</b>	0	50,000	0	0
10				
11 <b>Net Position</b>				
12 <b>Net Investment in Capital</b>				
13 <b>Assest</b>	\$2,365,540			
14 <b>Restricted for Debt Service</b>	\$185,538			
15 <b>Unrestricted</b>	\$118,661			
16 <b>Total Net Position December 31</b>	<u>\$2,669,739</u>	\$2,210,698	\$2,459,232	\$2,352,055

				<b>REVENUE</b>			
				<u>2015 Actual</u>	<u>2016 Adopted Budget</u>	<u>2016 Estimated By Dept.</u>	<u>2017 Adopted Budget</u>
23 <b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>				
24 800	000	441.187	USDA Loan Revenue	0	0	155,000	0
25 800	000	485.200	Service Fees	436,344	435,375	435,375	488,722
26 800	000	492.153	Restricted Interest	184	175	400	495
27			<b>Total Revenue</b>	<u>436,528</u>	<u>435,550</u>	<u>590,775</u>	<u>489,217</u>
28							
29 800	000	498.100	Transfers From General Fund	0	50,000	0	0

## BRUSH CREEK SEWER FUND

## EXPENDITURES

	<b>Fund</b>	<b>Dept.</b>	<b>Account No.</b>	<b>Description</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>2016 Estimated By Dept.</b>	<b>2017 Adopted Budget</b>
1	800	638	621.100	Legal Fees	0	4,000	5,000	5,000
2	800	638	622.100	Accounting Fees	8,400	8,400	8,400	8,568
3	800	638	626.100	Maintenance & Repairs	41,042	50,000	50,000	51,396
4	800	638	627.100	Insurance	4,063	4,500	4,439	4,528
5	800	638	629.100	Other Professional Services	81,090	50,000	50,000	10,000
6	800	638	630.100	Utilities	6,402	7,000	7,000	6,517
7	800	638	632.200	Contractual Services	2,401	315,000	125,000	128,884
8				<b>Total Services</b>	<b>143,399</b>	<b>438,900</b>	<b>249,839</b>	<b>214,893</b>
9								
10	800	638	655.100	Business Expensa	5,720	5,500	5,500	278
11	800	638	662.100	Bad Debt Expense	5,185	10,000	0	10,000
12				<b>Total Supplies &amp; Other</b>	<b>10,905</b>	<b>15,500</b>	<b>5,500</b>	<b>10,278</b>
13								
14	800	638	671.100	Principal Payments	0	72,500	72,500	72,500
15	800	638	672.100	Interest	135,550	145,280	165,000	145,280
16				<b>Total Debt Service</b>	<b>135,550</b>	<b>217,780</b>	<b>237,500</b>	<b>217,780</b>
17								
18	800	638	684.100	Improvements/Not Buildings	0	0	180,000	25,000
19								
20	800	638	699.998	Depraciation Expense	128,443	128,443	128,443	128,443
21				<b>Total Other Expenses</b>	<b>128,443</b>	<b>128,443</b>	<b>128,443</b>	<b>128,443</b>
22								
23				<b>BRUSH CREEK SEWER FUND</b>				
24				<b>TOTAL EXPENDITURES</b>	<b>418,297</b>	<b>800,623</b>	<b>801,282</b>	<b>596,394</b>

# STATISTICAL SECTION



**FRANKLIN COUNTY, MISSOURI  
MISCELLANEOUS STATISTICS**

---

Date of incorporation	1818
Form of government	Commission
Area	922 square miles
Persons per square mile	110
Fire protections (six districts):	
Number of stations	30
Number of firefighters, exclusive of volunteers	105
Ambulance services:	
Number of stations	12
Number of EMTs, exclusive of volunteers (includes EMT's and Medic's full- and part-time)	210
Public education:	
Elementary and Secondary Schools	
Number of elementary schools	28
Number of middle schools	7
Number of high schools	7
Number of teachers	1,520
Number of students	16,473
East Central Community College enrollment, Fall Semester 2016	2,667
Building permits issued countywide during year 2015	753
Public recreation (non-County ownership):	
Number of parks	24
Number of swimming pools	5
Number of tennis courts	18
Number of golf courses	7
Library branches	7

Source: Various entities

Verification for fire protection, ambulance services and public recreation was verified directly with cities throughout the County.

**FRANKLIN COUNTY, MISSOURI**  
**DEMOGRAPHIC STATISTICS**  
**LAST TEN FISCAL YEARS**

For The Years Ended December 31	Population (1)	Per Capita Income (2)	Personal Income (2)	Public School Enrollment (3)	Unemployment Rate (4)
2015	102,084	\$ -	N/A	16,473	4.9%
2014	102,084	-	N/A	16,530	6.6%
2013	101,816	-	N/A	16,549	6.4%
2012	101,412	-	N/A	16,238	7.4
2011	101,492	23,365	N/A	16,491	7.3
2010	101,492	21,449	3,529,850,000	18,371	8.4
2009	101,263	23,469	3,472,141,000	16,731	6.6
2008	100,898	20,847	3,611,348,000	16,946	5.0
2007	100,045	32,407	3,408,674,000	16,911	4.9
2006	100,067	31,303	3,210,395,000	16,408	5.2

**POPULATION BREAKDOWN**

<u>Political Subdivision</u>	<u>Decade Growth</u>	<u>2010 Census</u>	<u>2000 Census</u>
Berger	7.3%	221	206
Gerald	14.9%	1,345	1,171
Gray Summit	2.3%	2,701	2,640
Leslie	96.6%	171	87
New Haven	11.9%	2,089	1,867
Pacific	27.7%	7,002	5,482
St. Clair	123.3%	9,805	4,390
Sullivan	5.7%	6,714	6,351
Union	31.5%	10,204	7,757
Villa Ridge	9.1%	2,636	2,417
Washington	5.6%	13,982	13,243
Subtotal Incorporated Areas	24.7%	56,870	45,611
Unincorporated Areas	-7.4%	44,622	48,196
Total Population (1)	8.2%	101,492	93,807

Sources:

- (1) Median income figures are not available annually for the County
- (2) Regional Commerce and Growth Figures
- (3) Missouri Department of Elementary and Secondary Education
- (4) U.S. Department of Labor Statistics (not seasonally adjusted)

**FRANKLIN COUNTY, MISSOURI  
PRINCIPAL PRIVATE EMPLOYERS  
DECEMBER 31, 2015**

<u>Employer</u>	<u>Number Of Employees</u>	<u>Percent Of Total County Employment</u>	<u>Location</u>
Washington School District	620	1.22	Washington
GDX Automotive	600	1.18	New Haven
Meramec Valley School R-III School District	600	1.18	Pacific
Parker-Hannifin Sporlan Division	600	1.18	Washington
Schatz Underground Cable Inc.	500	0.98	Pacific
Magnet LLC	390	0.77	Washington
Union School District	384	0.76	Union
Patients First Health Care	342	0.67	Washington
Gerald Industries	320	0.63	Gerald
Franklin County	315	0.62	Union
Remaining Employers	46,176	90.81	Various
Total County Employment	50,847	100.00	

**Employment and Earnings by Industry:**

<u>Industry</u>	<u>Average Employment</u>	<u>Average Monthly Earnings</u>
Administrative and Support Services	1,721	\$ 2,931
Machinery Manufacturing	1,686	4,481
Food Services and Drinking Places	1,347	1,561
Ambulatory Health Care Services	1,324	3,521
Plastics and Rubber Products Manufacturing	1,175	3,520
Specialty Trade Contractors	1,173	3,373
Fabricated Metal Product Manufacturing	1,096	3,052
General Merchandise Stores	936	1,910
Professional, Scientific and Technical Services	899	3,932
Chemical Manufacturing	762	4,072
Total All NAICS Subsectors	12,119	\$ 32,353

Source: U.S. Census Bureau, Local Employment Dynamics

**TOP TEN PROPERTY OWNERS  
FISCAL YEAR 2015**

<u>Rank</u>	<u>Property Owner</u>	<u>2015</u>	
		<u>Assessed Value</u>	<u>Portion</u>
1	MO Natural Gas	\$ 9,517,792	0.8%
2	Wal-Mart Real Estate Business	5,440,000	0.4%
3	Lowes Home Centers Inc.	4,901,379	0.4%
4	Bank of Washington	4,255,606	0.3%
5	Parker-Hannifin Corporation	3,429,048	0.3%
6	PCII Lots 10A & 10C LLC	3,320,012	0.3%
7	Esselte Business Corporation	3,206,539	0.3%
8	USR-DESCO Washington Crossing	2,958,828	0.2%
9	Wal-Mart Real Estate Business	2,765,565	0.2%
10	CG Power Systems USA, Inc.	2,603,249	0.2%
	Subtotal Top Ten Property Owners	42,398,018	3.4%
	Remaining property owners	\$ 1,216,490,953	96.6%
	Total Assessed Value	\$ 1,258,888,971	100.0%

This schedule notes the top ten property taxpayers. The other major revenue source, sales taxes, cannot be presented since the payers are not known and the remitter's activity is proprietary information which cannot be disclosed.

Source: Franklin County Collector's office

**FRANKLIN COUNTY, MISSOURI  
TAX RATES LEVIED**

<u>Year</u>	<u>General Tax Rate</u>	<u>Road &amp; Bridge Tax Rate</u>
2003	0.1398	0.2314
2004	0.1134	0.2323
2005	0.1378	0.2223
2006	0.1161	0.2024
2007	0.1173	0.1941
2008	0.1173	0.1941
2009	0.1173	0.1923
2010	0.1382	0.1938
2011	0.1382	0.1978
2012	0.1308	0.1986
2013	0.1483	0.2124
2014	0.1467	0.2124
2015	0.1243	0.2145
2016	0.1238	0.2145

**FRANKLIN COUNTY, MISSOURI  
OPERATING INDICATORS  
LAST TEN FISCAL YEARS**

	<u>2017</u> <u>Projected</u>	<u>2016</u> <u>Projected</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
<b>Government Operations</b>										
<b>County Counselor:</b>										
Commission orders	544	544	544	345	373	351	379	355	399	349
<b>County Clerk:</b>										
Checks issued	5,644	5,644	5,644	7,044	6,371	7,535	6,592	7,542	6,411	8,191
Liquor licenses issued	250	250	250	256	222	258	251	225	247	251
<b>County Clerk Elections:</b>										
Registered voters	67,506	67,506	67,506	69,172	68,455	69,684	67,988	68,743	67,523	67,335
Elections held	1	1	1	3	1	5	2	4	2	4
<b>County Treasurer:</b>										
Interest earned	25,123	25,123	25,123	21,851	67,333	134,328	114,873	121,476	205,148	423,822
<b>County Auditor:</b>										
County Budgets Monitored:										
Number of funds monitored	23	23	23	23	23	18	18	18	18	18
Number of departments monitored	47	47	47	47	47	47	47	47	47	47
Purchase orders audited & approved	8,656	8,656	8,656	8,720	8,312	9,227	7,973	8,671	7,336	7,116
Departments inventoried	31	31	31	31	31	31	31	31	31	31
Number of assets inventoried	9,840	9,840	9,840	9,727	9,607	8,972	8,946	8,166	7,985	7,644
Value of inventoried assets, Net of depreciation	\$ 69,653,924	\$ 69,653,924	\$ 69,653,924	\$ 72,493,776	\$ 75,578,949	\$ 76,301,571	\$ 76,656,958	\$ 75,279,199	\$ 73,247,305	\$ 73,915,016
Budget presentation award	Yes	Yes	Yes	Yes	Yes	-	-	-	-	-
<b>County Collector:</b>										
Accounts collected	93,107	93,107	93,107	91,920	115,700	94,332	117,151	109,626	115,119	105,972
<b>County Recorder of Deeds:</b>										
Marriage Licenses	730	730	730	722	700	718	768	767	735	775
Document filings	19,282	19,282	19,282	17,577	21,417	23,234	20,300	22,541	24,698	23,616
<b>County Assessor:</b>										
Real estate parcels assessed	71,855	71,855	71,855	71,855	71,356	72,070	71,937	71,868	71,761	71,516
Personal Property accounts assessed	44,557	44,557	44,557	44,045	44,739	44,640	48,847	46,353	44,484	42,265

**FRANKLIN COUNTY, MISSOURI  
OPERATING INDICATORS  
LAST TEN FISCAL YEARS (Continued)**

	<u>2017</u> <u>Projected</u>	<u>2016</u> <u>Projected</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
<b>Building Code Enforcement:</b>										
Building permits	753	753	753	887	784	696	721	734	752	839
Inspections	4,236	4,236	4,236	4,402	3,692	3,521	3,762	7,499	4,813	5,476
<b>Planning and Zoning:</b>										
Zoning applications	288	288	288	256	238	231	248	317	319	342
<b>Public Safety</b>										
Sheriff calls for service	12,290	12,290	12,290	12,825	16,701	18,067	17,703	19,043	18,752	18,829
Sheriff civil process service	6,810	6,810	6,810	7,416	9,118	9,540	9,521	10,274	10,654	11,894
Jail and penal bookings	4,429	4,429	4,429	4,528	4,664	4,785	4,711	4,389	4,761	4,841
Countywide 911 communication calls	55,265	55,265	55,265	53,841	52,884	49,937	36,636	45,623	29,665	29,037
<b>Judicial</b>										
<b>Prosecuting Attorney:</b>										
Felony cases filed	842	842	842	700	680	920	806	642	796	810
Misdemeanor cases filed	5,465	5,465	5,465	5,900	4,850	5,360	5,606	3,724	2,070	2,134
<b>Child Support 4-D:</b>										
Open cases	229	229	229	226	249	275	279	225	270	269
Collections for children	9,558,944	9,558,944	9,558,944	9,407,240	9,178,858	9,343,261	9,232,333	9,053,931	9,242,330	9,626,795
<b>Public Administrator:</b>										
Open cases	88	88	88	89	91	113	105	101	104	104
<b>Health and Welfare:</b>										
Birth and death certificates issued	9,106	9,106	9,106	9,074	9,514	8,812	6,162	7,396	10,565	11,800
Immunizations administered	2,859	2,859	2,859	2,616	2,435	3,491	4,030	7,167	5,314	3,158
Food service inspections	1,093	1,093	1,093	941	938	486	213	693	632	573
<b>Road and Bridge:</b>										
Bridges constructed	1	1	1	4	4	3	3	1	2	2
Miles of roads paved	13	13	13	11	16	7	29	15	9	82

Source: Various County Departments

FRANKLIN COUNTY, MISSOURI  
POSITION SUMMARY SCHEDULE  
FULL-TIME EQUIVALENTS

For The Years Ended December 31

	<u>2015</u>	BUDGETED <u>2016</u>	BUDGETED <u>2017</u>	CHANGE <u>2016-2017</u>
<b>Government Operations</b>				
County Commission	3.0	3.0	3.0	0.0
County Clerk	7.0	7.0	6.0	-1.0
County Clerk Elections	5.0	5.0	5.0	0.0
County Treasurer	1.5	1.5	1.5	0.0
County Auditor	2.0	2.0	2.0	0.0
County Collector	8.0	8.0	8.0	0.0
County Counselor	1.5	1.5	1.5	0.0
County Recorder of Deeds	8.0	8.0	7.5	-0.5
Purchasing Department	0.0	0.0	2.0	2.0
County Assessment	16.0	16.0	16.0	0.0
Building Code Enforcement	7.0	7.0	7.0	0.0
Planning and Zoning	3.0	3.0	3.0	0.0
Information Technology	3.5	3.5	3.5	0.0
Building Maintenance	7.5	7.0	7.5	0.5
<b>Public Safety</b>				
Sheriff	78.5	82.0	90.5	8.5
Jail and Penal	34.8	35.0	36.0	1.0
Countywide 911 Communications	21.0	22.5	23.0	0.5
Countywide 911 Addressing	3.0	3.0	3.0	0.0
Franklin County Communication Served Agency	0.0	2.0	4.0	2.0
Emergency Management Agency	3.0	3.0	2.0	-1.0
<b>Judicial</b>				
Prosecuting Attorney	20.0	20.0	23.0	3.0
Child Support 4-D	2.0	2.0	2.0	0.0
Public Administrator	2.0	2.5	2.5	0.0
Family Court	0.0	0.0	0.0	0.0
Juvenile Justice	2.0	2.0	4.0	2.0
Circuit Clerk	0.0	0.0	0.0	0.0
Municipal Court	1.5	1.5	1.5	0.0
<b>Health and Welfare</b>				
Health Services	14.5	15.0	16.0	1.0
<b>Road and Bridge</b>				
Road and Bridge	60.0	59.5	59.0	-0.5
<b>Total Authorized Positions</b>	315.3	322.5	340.0	17.5

# GLOSSARY

**Accounting Period** – A period at the end of which, and for which, financial statements are prepared. See also Fiscal Period.

**Accounting System** – The total structure of records and procedures that identify record, classify and report information on the financial position and operations of a governmental entity or any of its funds.

**Accrual Basis** – A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

**Accrue** – To record revenues when earned and to record expenditures (or expenses) as soon as they result in a liability for benefits received, even though the cash receipt or cash disbursement may not take place, in whole or part, until a later accounting period.

**Adoption** – Formal process by which a final budget is approved by the governing body.

**Agency Fund** – A fund consisting of resources received and held by the governmental unit as an agent for others; for example, property taxes collected and held by the County on behalf of the various taxing jurisdictions within the County.

**Appropriation** – Expenditure authority approved by the governing body with specific limitations as to amount, purpose and time.

**Assessed Valuation** – The official value placed on real estate, personal property, and utilities as a basis for levying taxes. The value is determined by applying a factor to the appraised value, depending on property classification.

**Available (Unreserved and undesignated) Fund Balance** – This refers to the funds remaining from the prior year(s) which are available for appropriation and expenditure in the current year.

**Balanced Budget** – The budget is considered balanced when the total resources of a fund (estimated revenues, other financing sources, and available fund balance) are sufficient to cover the proposed spending plan (sum of appropriations and other financing uses) for that fund.

**Bond** – Mechanism for long-term borrowing of funds. Lenders (purchasers of the bonds) are repaid principal and accrued interest.

**BT**- Bio Terrorism

## Glossary cont'd

**Budget** – A plan of financial operation including an estimate of proposed revenue and expenditures for a given period. Formal budgets constitute a legal spending limit for local governments in Missouri. They are the means by which most government activities are controlled.

**Budget Amendment** – Legal means by which an adopted budget may be increased. The process involves the same legal steps as the original adoption of the budget.

**Budget Revision** – Authorization to reallocate existing budgetary resources between budgetary line items within a given department.

**Budget Timetable (or Budget Calendar)** – The schedule of key dates which a government follows in the preparation and adoption of the budget.

**Budgetary Control** – The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of the available appropriations and resources.

**Business-Type Activities** - Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

**CAFR** – Comprehensive Annual Financial Report.

**Capital Improvement** – Expenditures related to the acquisition, expansion or rehabilitation of an element of the government's physical plant (land, building or equipment) or infrastructure (roads and drainage structures).

**Capital Outlay** – Fixed assets which have a value of \$100 or more and have a useful economic lifetime of more than a year; or, assets of any value if the nature of the item is such that it must be controlled for custody purposes as a fixed asset. Examples include vehicles, equipment, furniture, land, buildings, etc.

**Capital Project** – Major construction, acquisition or renovation activities which add value to a government's physical or capital assets or significantly increases their useful life. Also called Capital Improvements.

**Capital Project Funds** – A governmental fund used to account for the revenues and expenditures associated with acquisition, construction or renovation of specific assets.

## Glossary cont'd

**Certificates of Participation** – An alternative to a government or municipal bond in which an investor buys a share in the improvements or infrastructure the government entity intends to fund. This contrasts with a bond, in which the investor loans the government or municipality money in order to make these improvements.

**Component Unit** – A designation established by the Governmental Accounting Standards Board used to identify entities that are financially accountable to another governmental entity or there is the potential for an entity to provide specific benefits or impose certain financial burdens on the governing entity. Entities that meet the established criteria as a component unit must be included as part of the reporting entity for the governmental entity.

**Comprehensive Annual Financial Report (CAFR)** – A governmental entity's official annual report prepared and published as a matter of public record. In addition to the required financial statements, the CAFR contains introductory material, schedules to demonstrate legal compliance, and statistical tables specified by the GASB.

**Contractual Services** – Services rendered to a government by private firms, individuals or other governmental agencies. Examples include utilities, rent, maintenance agreements and professional consulting services.

**Cost-of-living Adjustment (COLA)** – An increase in salaries to offset the adverse effect of inflation on compensation.

**CRI** – Cities Readiness Initiative

**Current Assets** – Those assets that are available or can be made readily available to meet the cost of operations or to pay current liabilities. Examples include cash, temporary investments and taxes receivable.

**Current Liabilities** – Liabilities payable within a relatively short period of time, usually no longer than a year.

**Debt Limit** – The maximum amount of gross net debt that is legally permitted.

**Debt Service** – Payments of interest and repayment of principal on borrowed money.

**Department** – The basic County organizational unit, functionally unique in delivery of services.

## Glossary cont'd

**Depreciation** – The systematic allocation of a capital or fixed asset's historical cost to the future periods benefited by the asset's use. For example: a vehicle costing \$20,000 and having an estimated useful life of 5 years and an estimated re-sell value of \$5,000 at the end of 5 years, will have annual depreciation of \$3,000.

**Distinguished Budget Presentation Awards Program** – A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

**Economic Resources Measurement Focus** – Measurement focus where the aim of a set of financial statements is to report all inflows, outflows, and balances affecting or reflecting an entity's net assets.

**EMA** – Emergency Management Agency

**Employee (or Fringe) Benefits** – Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share for Social Security and the various pension, medical, dental, disability, and life insurance plans.

**Encumbrance** – A commitment of appropriated funds to purchase an item or service, though actual disbursement has not yet occurred. To encumber funds means to set aside or commit funds for a specified future expenditure.

**Enterprise Fund** – A fund established to finance and account for the acquisition, operation, and maintenance of governmental facilities and services that are entirely or predominantly self-supporting by user charges (for instance, a governmental utility).

**EPHS** – Environmental Public Health Specialist

**Expenditure** – An outlay of cash or the incurrence of a liability for the purpose of acquiring an asset, service or settling a loss.

**FEMA** – Federal Emergency Management Agency

**Fiduciary Fund** – Funds that are used to account for assets held by the County in a trustee capacity or as an agent for individuals, private organizations or other governmental units.

**Fiscal Policy** – A government's policies with respect to revenues, spending and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

## Glossary cont'd

**Fiscal Period or Fiscal Year** – A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. The County's fiscal year coincides with the calendar year.

**Fixed Asset** – Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

**Full Accrual Basis of Accounting** – The basis of accounting that recognizes revenues when earned and expenses when incurred, regardless of the timing of collection of the revenues or the payments of the expense.

**Function** – A group of related activities aimed at accomplishing a major service of responsibility for which the government is responsible. (For instance, Law Enforcement or Public Health and Welfare)

**Fund** – An accounting entity for recording expenditures and revenues, comparable to a separate bank account. Funds are established to account for specific activities, subject to special limitations. The County maintains numerous funds, each required for a specific purpose. A detailed description of the County's funds is contained in the "Description of the Accounting and Budgeting System" section.

**Fund Accounting** – An accounting system organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures (or expenses), as appropriate.

**Fund Balance** – The equity of a fund. Oftentimes incorrectly referred to as "surplus." Each fund begins each year with a positive or negative fund balance.

**Fund Equity** – The excess of a fund's assets over its liabilities. Portions of Fund Equity may be *reserved* and are therefore not available for appropriation.

**Fund Type** – A classification of funds that are similar in purpose and character. For instance, special revenue fund type or capital project fund type.

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

**GASB** – Governmental Accounting Standards Board. The authoritative standard-setting body for governmental accounting and reporting.

## Glossary cont'd

**GASB 34** – Refers to a particular pronouncement, statement number 34, issued by the GASB. This particular statement contains broad and sweeping changes for governmental financial reporting.

**General Fund or General Revenue Fund** – A fund used to account for all transactions of a governmental entity that are not accounted for in another fund. The General Fund is the primary operating fund for the County and is used to account for the basic operations of the County that are financed from all the general taxes and revenues collected by the County. Operations funded in the General Fund are frequently augmented with resources accounted for in a special revenue fund. For instance, law enforcement services are primarily financed with appropriations from the General Fund, but are supplemented with appropriations from the Sheriff's Training Fund (a special revenue fund).

**GFOA** – Government Finance Office Association

**Goal** – A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless.

**Governmental Fund** – A generic classification used by the GASB to refer to all funds other than proprietary and fiduciary funds. The General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds are the types of funds referred to as governmental funds.

**Grant** – A contribution by a government or other organization to support a particular function or purpose.

**HAVA** – Help Americans Vote Act.

**Infrastructure Assets** – Refers to roads, bridges, curbs, gutters, streets, drainage systems installed for the common good.

**Inter-fund Transfers** – The movement of moneys between funds of the same governmental entity.

**Intergovernmental Revenue** – Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

**LAGERS** – Local Government Employees Retirement System

**LEPC** – Local Emergency Planning Committee

**LESTF** – Law Enforcement Sales Tax Fund

## Glossary cont'd

**Levy** - (noun) The total amount of taxes or assessments imposed by a governmental entity. The property tax levy is usually expressed as a rate equivalent to one-hundredth of a dollar and it is applied against assessed value. For instance, a \$.12 levy represents a tax of \$.12 per \$100 of assessed valuation. (verb) To impose taxes, special assessments, or a service charge for the operation of a governmental entity.

**Line Item** - The most detailed unit of budgetary expenditures listed in the Franklin County budgets. Line items are tracked by twelve digit 'object codes'; the first group of three digits denotes the fund, the second group of three digits denotes the department and the remaining group of six digits denotes the expenditure.

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

**Major Fund** - A fund whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds for the same item. Any other government or enterprise fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users.

**Measurable and Available** - A criteria established for purposes of recognizing (recording) revenues for financial purposes in governmental funds, according to the requirements of modified accrual accounting. 'Measurable' refers to the ability to quantify the revenue and 'Available' is defined as collectible within the current period or soon enough thereafter to be used to pay the liabilities of the current period.

**MERC** - Missouri Emergency Response Commission

**Modified Accrual Basis of Accounting** - The basis of accounting whereby revenues are recognized in the period in which they become measurable and available, and expenditures are recognized at the time the liability is incurred in accordance with appropriation authority.

**MODOT** - Missouri Department of Transportation

**Object** - As used in expenditure classification, this term applies to the article purchased or the service obtained. Examples are personal services, supplies, training or contractual services.

**Object Classification** - A grouping of expenditures on the basis of goods or services purchased, for example, personal services, supplies, training or contractual services.

## Glossary cont'd

**Operating Budget** – A budget that applies to all outlays other than capital outlays.

**OT** - Overtime

**Other Financing Sources** – An operating statement classification in which financial outflows other than expenditures are reported, for example, operating transfers-out.

**P&Z** – Planning and Zoning

**Personal Services** – Expenditures for salaries, wages and fringe benefits of a government's employees.

**Prior-Year Encumbrances** – Obligations from a previous fiscal year in the form of purchase orders or contract commitments which are chargeable to an appropriation, and for which a part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.

**Property Taxes** – Taxes levied by a legislative body against agricultural, commercial, residential or personal property pursuant to law and in proportion to the assessed valuation of such property. See Ad Valorem.

**Proprietary Funds** – Funds that are used to account for activities that are similar to those found in the private sector. Examples include internal service funds and enterprise funds.

**Publication** – A legal step toward formal budget adoption. The public must be notified of budget proposals via local print media.

**Recognized (Recorded)** – The act of recording an event or transaction for accounting purposes. For instance, an unrecognized gain on the trade-in of equipment is an unrecorded gain.

**Refunding** – Issuance of new debt whose proceeds are used to repay previously issued debt.

**Reserves** – That portion of Fund Equity which has been set aside for a specific purpose and *is not available for appropriation.*

**Resources** – Total amounts available for appropriation including estimated revenues, fund transfers and beginning balances.

**Revenue** – A source of income to finance government operations.

## Glossary cont'd

**Revenue Bond** – A bond issued by a municipality to finance a specific public project and repayment is solely from revenues generated by that project.

**Revenue Classes** – A grouping of similar revenues.

**RSMo** – Revised Statutes of Missouri

**Short-Term Debt** – Debt with a maturity of one year or less after the date of issuance. For instance, see Tax Anticipation Notes.

**Special Revenue Fund** – A fund used to account for revenues from specific taxes or other earmarked revenue sources that by law (or local policy) are designated to finance particular functions or activities of government.

**Statute** – A written law enacted by a duly organized and constituted legislative body.

**Supplemental Appropriation** – An additional appropriation made by the governing body after the budget year has started.

**Surtax** – An additional or extra tax on something already taxed. A tax levied on corporations or individuals after net income has exceeded a certain level.

**Tax Levy** – The resultant product when the tax rate per one hundred dollars is multiplied by the tax base. See also Levy.

**Tax Rate** – The amount of tax stated in terms of a unity of the tax base.

**Taxes** – Compulsory charges levied by a governmental unit for purpose of financing services performed for the common benefit of citizens. (Note: the term does not refer to specific charges made against a person or property for specific benefits, such as special assessments, nor does it refer to charges for services such as for utilities.)

**Transfers In/Out** – Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

**Unencumbered Balance** – The amount of an appropriation that is neither expended nor encumbered. It is the amount of money that is still available for future purposes.

**Unreserved (and Undesignated) Fund Balance** – The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

**WIC** – Women, Infants and Children



# COMMISSION ORDER

STATE OF MISSOURI  
County of Franklin

} ss.

Tuesday, January 24, 2017  
Budget

## APPROPRIATION ORDER BUDGET FOR FISCAL YEAR 2017

WHEREAS, the County Commission is advised that the budget for the year 2017 has been prepared and made available for public inspection in accordance with the County Budget Law (RSMo sections 50.525 to 50.745), and that a public hearing was held on the 24th day of January, 2017, preceded by a public notice set forth on the 18th day of January 2017.

This Commission being advised in the premises, doth order that said budget estimated be spread upon the records of this Commission, and recorded on the records of this Commission, and that the same as above set out, be and hereby is approved and adopted this 24th day of January, 2017.

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$20,052,215 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the GENERAL REVENUE FUND for 2017, as set forth in the approved budget, and **IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$3,026,878 be and hereby is appropriated, apportioned and set aside for the payment of expenditures of the EMERGENCY FUND for 2017, an amount equal to not less than three percent of the total estimated General Fund Revenues, and,

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$21,473,061 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the ROAD AND BRIDGE FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$1,039,096 be and hereby is appropriated, and set aside for the payment of proposed expenditures of the ASSESSMENT FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$75,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the CAPITAL IMPROVEMENT FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$575,150 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures for the BUILDING FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$377,077 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the COMMUNITY DEVELOPMENT FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$94,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the HAVA ELECTION SERVICES FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$33,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the ELECTION EQUIPMENT REPLACEMENT FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$30,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the LAW ENFORCEMENT TRAINING FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$101,450 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the FAMILY COURT FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$50,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the FRANKLIN COUNTY LAW ENFORCEMENT RESTITUTION FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$14,144,473 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the LAW ENFORCEMENT SALES TAX TRUST for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$130,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the INMATE SECURITY FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$135,800 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the COLLECTORS TAX MAINTENANCE FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$274,687 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the SHERIFF REVOLVING FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$274,687 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the SHERIFF REVOLVING FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$274,687 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the SHERIFF REVOLVING FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$2,887,627 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the COUNTY WIDE 911 SYSTEM FUND for 2017, as set forth in the approved budget, and **IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$6,847 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the PROSECUTING ATTORNEY TRAINING FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$97,528 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the ELECTION SERVICES FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$3,856 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the DOMESTIC VIOLENCE FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$1,069,871 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the HEALTH DEPARTMENT FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$237,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the RECORDS PRESERVATION FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$10,000 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the PROSECUTING ATTORNEY ADMINISTRATIVE HANDLING COST FUND for 2017, as set forth in the approved budget, and

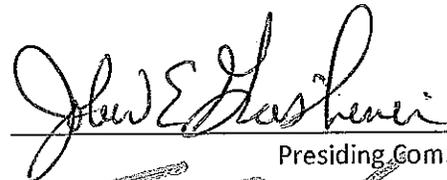
**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$541,347 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the MUNICIPAL COURT FUND for 2017, as set forth in the approved budget, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that \$596,394 be and hereby is appropriated, apportioned and set aside for the payment of proposed expenditures of the BRUSH CREEK SEWER FUND for 2017, as set forth in the approved budget, and

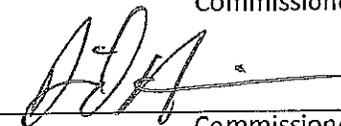
**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that the tentative tax rate of General Revenue Fund be \$0.1238 per \$100 assessed valuation (levy subject to change by sales tax reduction) and the tentative tax rate of Road and Bridge Fund be, \$0.2145, and

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** that copies of this budget be printed and made available for public distribution and that a copy of this order be included therein and considered a public statement of this Commission.

**ORDER MADE THIS 24TH OF JANUARY, 2017.**

  
\_\_\_\_\_  
Presiding Commissioner

  
\_\_\_\_\_  
Commissioner of 1<sup>st</sup> District

  
\_\_\_\_\_  
Commissioner of 2<sup>nd</sup> District