

# Missoula County Budget

July 1, 2004 – June 30, 2005



## TABLE OF CONTENTS

Introduction .....	<i>i</i>
Elected Officials .....	<i>xvi</i>
Budget Resolutions.....	<i>xvii</i>
Budget Summary Sheets .....	<i>xix</i>
Aging Fund.....	143
Animal Control .....	185
Auditor .....	34
Capital Improvements .....	255
Central Services .....	58
Child Daycare Fund.....	141
Clean Up Missoula.....	193
Clerk & Recorder-Elections .....	22
Clerk & Recorder-Recording .....	17
Clerk & Recorder-Records Management .....	26
Clerk & Recorder-Treasurer/Motor Vehicles.....	29
Commissioners .....	1
County Attorney .....	9
County Tax Increment District-Special Projects .....	86
Debt Service ... ..	248
District Court-Clerk of Court.....	99
District Court-Grants .....	111
District Court-Public Defenders .....	104
District Court-Sheriff Court Support .....	103
Emergency Levy.....	276
Employees Benefits Insurance .....	265
Excess Loss.....	272
Extension/Pest Management-Extension.....	235
Extension/Pest Management-Lolo Mosquito District .....	246
Extension/Pest Management-Weed .....	241
Facilities Management .....	37
Fair.....	93
Financial Administration .....	66

## TABLE OF CONTENTS

Financial Services .....	14
Health .....	150
Human Resources .....	50
Information Services .....	53
Information Systems-Telephone Services .....	56
Judgments... ..	254
Junk Vehicle .....	190
Justices of Peace .....	4
Library .....	115
Mental Health .....	142
Museum-Art Museum .....	228
Museum-Historical Museum .....	230
Office of Emergency Services .....	41
Office of Emergency Services/9-1-1 .....	44
Office of Planning and Grants .....	122
Open Space.....	145
Parks & Recreation .....	112
Partnership Health Center .....	195
Permissive Medical Levy .....	273
Poor .....	147
Public Safety-Detention Facility .....	215
Public Safety-Drug Grant .....	225
Public Safety-Sheriff.....	206
Public Works-Bridge .....	80
Public Works-Road .....	73
Public Works-Surveyors .....	69
Risk Management .....	261
RSID Administration.....	85
Superintendent of Schools .....	63
Technology .....	258
Water Quality District .....	179
Workers' Compensation .....	269

## INTRODUCTION

On August 11, 2004, the Board of County Commissioners adopted the Fiscal Year 2005 Missoula County Budget. The budget includes all funds of Missoula County legally requiring an adopted budget. Attachments A, B, C and D at the end of this introductory section provide a summarized version of the authorized expenditures for each fund and each General Fund department. The attachments are preceded by the resolution adopting the budget and setting the mill levies. The line item detail for each fund and department appears in the section labeled Budget Detail. Finally, the last section of the budget document contains the budget for the rural special improvement districts.

This document includes only the budget for Missoula County. It does not include budgets for any other taxing jurisdictions within the County, such as the City of Missoula, school districts, fire districts or other special districts. The boards of trustees of those entities are responsible for adoption of budgets for those jurisdictions.

## ECONOMIC CONDITIONS

### External

Missoula County continues as the major trade and service center in western Montana and second largest in the state after Billings. According to the Missoula Area Economic Development Corporation, the total trade area population has increased to 343,980, up 28.7% since 1990, and continues to grow. Trade center/service activities constitute 33% of the labor income in basic industries, followed by wood products (16%), transportation (16%), federal government (14%), the University of Montana (10%), and nonresident travel and other (11%).

According to statistics and information provided by the University of Montana Bureau of Business and Economic Research, the recession that slowed the national economy had little effect on Missoula. Although growth (based on nonfarm labor income) slowed to 3.0% in 2001, the 6.3% growth rate in 2002 was the highest in the past several years. 2003 growth is expected to cool down to approximately 3%, but the outlook for the next few years is that the Missoula economy will continue to grow in the 3.1% to 4.4% range. Driving this growth are health care and professional services, the University of Montana, and the federal government (primarily the USDA Forest Service). Confounding these growth numbers is the sharp increase in housing prices that have greatly exceeded inflationary and growth rates for the past several years. In 2003 alone, the average single-family home price increased 7.5% putting Missoula in the top 25% of the fastest growing house price locations in the nation.

## Internal

The Board of County Commissioners budget priorities include the continued maintenance of strong cash reserves and the funding of major capital projects, notably the Courthouse and annex renovations and the upgrade of the communications backbone. The County maintained its strong financial position in 2004. General Fund equity (budget basis) was \$2,896,535 of fiscal year 2004 compared to \$3,403,396 at the end of fiscal year 2003. However, budgeted General Fund equity for 2004 was \$1,407,381. For fiscal year 2005, the Commissioners have established a General Fund reserve of 12% of total revenues. Special Fund reserve parameters remain at 5% of total revenues, except Public Safety (8%) and the Community Based Organization funds (3%).

### **2004 FINANCIAL HIGHLIGHTS**

- 9-1-1 Communications Center – Enhanced 9-1-1 was implemented allowing for faster and better information to first responders.
- Library - \$230,000 was spent on facility renovations. The 2005 budget includes \$179,000 for continued remodeling.
- Development Park - Land sales totaled over \$930,000.
- Elections Equipment – In order to comply with federal HAVA laws, the County purchased new election equipment at a cost of \$572,736. Grant awards will fund \$216,480 of the cost.
- Partnership Health Center – PHC’s reported positive cash flow of approximately \$420,000. This halves the operating deficit that was projected to be paid back over 10 years.
- Animal Control – The new \$700,000 animal control facility had its grand opening. FY04 construction expenditures totaled \$170,000.
- Public Works
  - The Van Buren Street Footbridge is currently under construction. Project will be completed in August.
  - The Mullan Corridor Sewer Project construction is completed. The first two of four sub-districts have been connected to the backbone system.
  - Design is complete on Clements Avenue/Spurgin Road pedestrian trail project and is ready for bid. The Grant Creek Flood Control and Restoration Project is approximately 60% complete and the public process is beginning so design can be completed.
  - The Frenchtown trail project - phase 3 design is complete and ready for bid.
  - Several miles of road in the Mullan Road, Nine Mile, and Flynn Lane area have been overlaid.

- A new program to control dust on County Roads utilizing a road stabilization enzyme is being implemented. Two short segments on Holland Lake Road and Nine Mile Road have been done with excellent results.
- Capital Improvement – 2004 projects included:
  - Phase II of the Old Courthouse Renovation – cleaning and repairing of the terra cotta and granite (\$254,728)
  - Replacement of the Courthouse boilers (\$343,144)
  - 4th Floor Renovations (\$361,045)

## **2005 ISSUES & CHALLENGES**

Health Insurance Trust - Medical costs continue to spiral upwards creating an imbalance in the County self-insured health benefits plan. The plan losses totaled approximately \$420,000 in 2004 and high claim numbers are expected to continue into the future. The 2005 budget includes a number of changes to the plan to try to create stability into the future:

- ◆ Premiums – Insurance premiums were increased approximately 12%. The BCC has approved the use of the permissive medical levy totaling \$341,224 to pay for the increase.
- ◆ Benefit reductions – benefit reductions including the implementation of a \$500 per participant deductible is expected to save approximately \$400,000.
- ◆ Surcharge – claim projections late in the year have resulted in an additional surcharge of \$131,300 that will be included in the permissive medical levy.
- ◆ Contingency – an additional \$300,000 in cash has been designated in the General fund as a health insurance contingency in case claims experience continues to worsen.
- ◆ Plan Structure – the BCC has approved an enhancement request to hire a health insurance consultant to help review the Plan's structure and recommend changes to promote future stability.

Office of Planning and Grants - Early projections in OPG led to the belief that the fund would be in a deficit at the end of the year. However, excellent budget performance and the collection of some large, older grants receivables resulted in an ending cash balance of over \$400,000. OPG's budget, according to county budget policies, has had a "structural imbalance" for the past several years, i.e. ongoing expenditures exceed ongoing revenues. One-time resources, normally reserved to fund one-time expenses are used to make up the difference. Due to the uniqueness of the OPG budget and its large percentage of grants and grant revenue, the Commissioner's have approved this practice as long positions funded with one-time resources are clearly identified and there is no expectation they will be hard-funded in the event one-time revenues drop.

Public Safety - The Sheriff's Office preliminary budget was out of balance by approximately \$282,000 which would require a number of cuts including the elimination of five positions. This was largely due to the Montana Department of Corrections refusal to negotiate the contract for the use of Unit 1 at the Missoula County Detention Facility for the second consecutive year holding the County's reimbursement rate at the 2003 level. For 2005, this is a loss of \$336,704 in revenues over projected actual costs. Additionally projected increases in expenditures, particularly in fuel and jail medical costs continue to cause budgetary problems in the Sheriff's Office. However, higher than anticipated newly taxable property numbers, property tax revenue was sufficient to provide for a balanced public safety budget.

Property Taxes - In a time when the City issued a record number of building permits, the fiscal year 2004 taxable value for newly taxable property was the lowest since fiscal year 1999. This resulted in less than expected growth in property tax revenues and required the BCC to unfund enhancements that were approved in the preliminary budget. For 2005, a conservative estimate was used for tax growth, with the hope that newly taxable property figures would be more in line with recent years. However, the certified newly taxable property figures were in fact 111% greater than fiscal year 2004 and are significantly higher than any amounts reported in the past several years. This has led to much higher than anticipated increase in property tax revenues (\$1,163,223 versus \$556,810) in 2005 and creating a revenue projection conundrum into the future.

Qwest Protest - Qwest has paid its 2nd half property tax bill totaling \$2,145,753 under protest. Approximately \$342,000 of the protest is Missoula County revenue.

Clerk & Recorder Fees - This has been a revenue growth area due to low interest rates and Missoula's hot real estate market. However, this revenue began to slow in 2004 and we do not expect any growth in 2005.

## **TAXABLE VALUE AND MILL LEVIES**

For fiscal year 2005, the value of one mill in Missoula County (county-wide) and areas outside the City of Missoula total \$161,743 and \$74,230 (versus \$155,594 and \$78,235 in 2004) as certified by the Department of Revenue. These values include \$8,391 and \$3,946 of newly taxable property countywide and outside the City, respectively.

For fiscal year 2005, County property tax revenue totals \$21,135,738 (\$19,106,037 in 2004) for the countywide levies and \$2,521,328 (\$1,981,991 in fiscal year 2003) for those levies applied only outside the City limits. These revenue levels require 127.12 and 33.97 mills in fiscal year 2005, for the countywide and rural levies, respectively. The following table shows the changes in tax revenue and mills for 2005:

	<b>County-wide</b>	<b>Mills</b>	<b>Rural-only</b>	<b>Mills</b>
<b>Total Property Taxes Assessed – Prior Year</b>	\$19,106,037	122.79	1,981,991	25.33
<b>Current Year Property Taxes Attributable to Floating Mill*</b>	32,486	0.20	14,500	0.20
<b>Current Year Property Taxes Attributable To Newly Taxable Property**</b>	1,038,598	-	124,625	-
<b>Change in Mills due to changes in taxable value from sources other than newly taxable property***</b>	-	1.76	-	3.05
<b>One-time tax levies in 2004</b>	(125,713)	(0.78)	-	-
<b>New Levy Authority:</b>				
<b>Judgment Levy</b>	20,000	0.12	-	-
<b>County Attorney Pay Exception</b>	73,596	0.46	-	-
<b>Dust Abatement Program</b>	-	-	100,000	1.35
<b>Emergency Levy</b>	-	-	58,650	0.79
<b>FY04 Taxable Value Correction</b>	-	-	183,368	2.47
<b>Permissive Medical Levy</b>	414,330	2.56	58,194	.78
<b>Total Property Taxes Assessed – Current Year</b>	\$20,559,334	127.12	\$2,521,328	33.97

\* The "Floating Mill" represents changes in tax revenue attributable to the inflation factor provided in MCA 15-10-420 and the change in certain personal property reimbursements. For fiscal year 2005, the Board of County Commissioners elected to levy \$46,986 of the \$296,105 allowed for the floating mill levy.

\*\* Newly Taxable Property represents changes in property within the County provided by the Montana Department of Revenue. Generally an increase to the tax base and not to the mills levied.

\*\*\* MCA 15-10-420 limits local governments' ability to increase mill levies beyond the prior year's dollars levied (with certain exceptions). Therefore any change in taxable value that is not from newly taxable property, such as with reappraisal, has the effect of increasing or decreasing mills in order to raise the same amount of dollars.

## BUDGET PARAMETERS

Missoula County department heads were given the following parameters in preparing their budget requests:

1. Assume that tax related revenues would grow by 3% in 2004, except personal property reimbursements under SB 417 and HB 20 would decline by 20.0%. Departments were also given estimated entitlement share figures.
2. A department that receives non-tax revenue must absorb any reduction in that revenue.
3. Salary increases were set at 3%.
4. Operation expenditures were set at the prior year's level. Any increase must come in the form of an enhancement request.

5. All capital requests must come in the form of an enhancement request. Capital requests in excess of \$25,000 are considered for the Capital Improvement Program. Smaller capital requests are included in each department's budget.
6. The County's goal is to maintain a 5% cash reserve in the Special Funds, except Public Safety which is set at 8% and the Community Based Organization funds set at 3%. The General Fund cash reserve has been set at 12%. Funds not meeting these requirements should design their budget to increase cash reserves 1% per year until the threshold is met.

## **BUDGET PROCESS**

The Fiscal Year 2005 budget process started in April 2004. Departments were asked to submit budgets within the parameters set by the Board of County Commissioners and to submit enhancement requests forms for any increases in the budget beyond the parameters. The Commissioners also established budget priorities in order to rank enhancement requests for approval.

Early in the process, it was determined that there would be some on-going and one-time revenues available to fund enhancement requests. The Commissioners set the priorities as:

1. Maintenance of cash special fund reserve targets, and increasing the general fund reserve requirement to 12% of total revenues.
2. Funding of critical need items including statutorily or contractually required requests and items in the departments' strategic plan.
3. Funding of critical need capital expenditures focusing on life-safety compliance and major repairs. Major projects include Courthouse restoration, Annex renovation projects, and upgrade of the County communications backbone.
4. Items that will greatly improve departmental efficiency and long-term cost savings.

The budget process also includes a performance measure initiative in order to identify departmental growth and program results with non-financial indicators. 2005 is the second year of implementation and performance measures are requested from the departments on a voluntary basis. The requests were limited to statistics only. Goal-setting and benchmarking measures will be considered for implementation in future years. This information will be used to make more informed decisions during the budget process, especially regarding enhancement requests. Performance measure information for the participating departments are included in the narrative preceding the statement of budget in the attached budget detail.

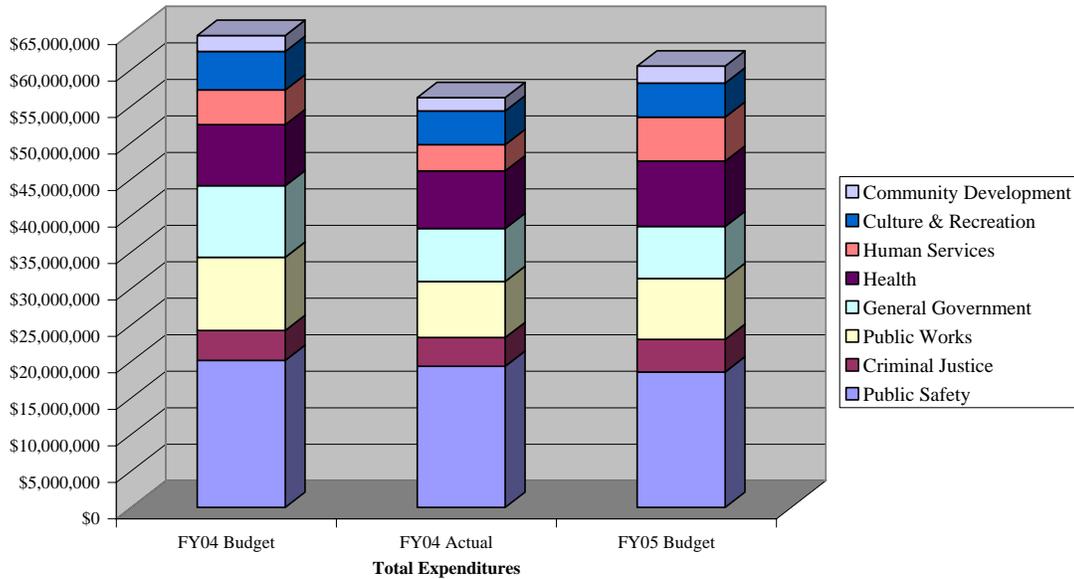
Two preliminary hearings were held in July. The final budget hearing was held on August 4, 2004. The budget was adopted on August 11, 2004 after the Commissioners made final adjustments based on the testimony they received at the hearings.

## FINANCIAL INFORMATION AND MAJOR INITIATIVES

It is most useful to look at Missoula County's Fiscal Year 2005 Budget in terms of functional areas, and how it compares with the fiscal year 2004 budgeted and actual expenditures. The following table demonstrates how funds were appropriated in Fiscal Year 2004, what was actually spent that year, and how they were appropriated in Fiscal Year 2005. In the following two charts, administrative costs such as accounting, human resources, information systems and risk management are allocated across all functions in proportion to their direct expenditures. Allocated administrative costs represent 5.9% of the total fiscal year 2005 budget. Transfers out to other funds are eliminated so expenditures are not overstated. Debt service is included in the function receiving the greatest benefit. The Health Insurance and Workers Compensation self-insurance funds and Telephone Services are funded by charges to other departments, and, consequently, are excluded here to avoid double counting of expenditures. Percentages indicate each areas percentage of the total County budget.

	<i>FY2004</i>		<i>FY2004 Unaudited</i>		<i>FY2005</i>	
	<i>Amended Budget</i>		<i>Actual Expenditures</i>		<i>Adopted Budget</i>	
<b>Public Safety</b>	\$ 17,049,359	27.6%	\$ 16387,918	30.7%	\$ 18,565,743	30.7%
<b>Criminal Justice</b>	4,117,051	6.7%	3,939,280	7.4%	4,466,526	7.4%
<b>Public Works</b>	10,054,081	16.3%	7,709,301	14.5%	8,346,093	13.8%
<b>General Government</b>	9,819,604	15.9%	7,284,682	13.7%	7,119,891	11.8%
<b>Health</b>	8,405,450	13.6%	7,910,050	14.8%	8,965,476	14.8%
<b>Human Services</b>	4,767,155	7.7%	3,610,359	6.8%	6,032,208	9.8%
<b>Culture &amp; Recreation</b>	5,289,791	8.6%	4,642,337	8.7%	4,669,749	7.7%
<b>Community Development</b>	2,198,460	3.6%	1,833,190	3.4%	2,327,976	3.9%
	\$ 61,700,951	100.00%	\$ 53,317,117	100.0%	\$ 60,493,661	100.0%

**Missoula County  
Comparison of Expenditures by Function**

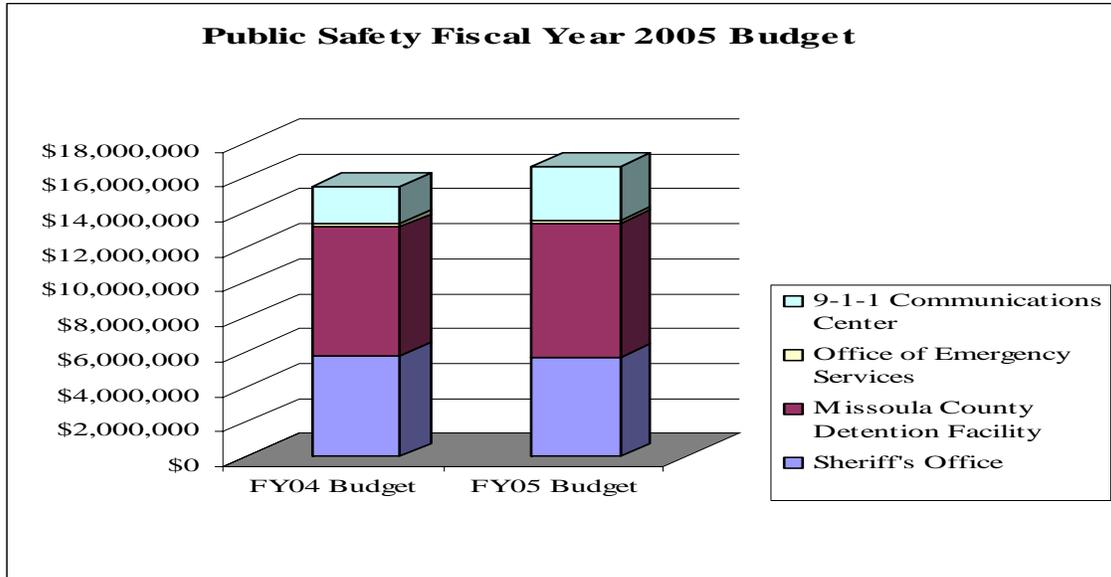


The following departmental narratives discuss each department’s budget as an independent County unit. Therefore, administrative costs are not allocated and interfund transfers are not eliminated in order to reflect each department’s direct and controllable expenditures (certain intradepartmental transfers are excluded to prevent the double counting of expenditures).

Public Safety

The public safety function is comprised of the Sheriff’s Office including the Missoula County Detention Facility, and the Department of Emergency Service including the 9-1-1 Emergency Dispatch Center and the Office of Emergency Management. Fiscal year 2005 budgeted expenditures total \$16,610,546 (\$15,455,119 in fiscal year 2004).

The Sheriff’s Office responds to calls from the public for emergency law enforcement assistance, investigates crimes, and provides regular patrol services throughout the County. The office is comprised of the Sheriff, 45 sworn deputies, and various support staff. For fiscal year 2005, significant enhancements to the Sheriff’s budget include increasing coroner pay from 2% to 5% (\$15,500 annually) and increasing operating costs (primarily fuel) by \$16,800. The total FY2005 Sheriff budget totals \$5,674,716 (\$5,802,340 in FY2004).

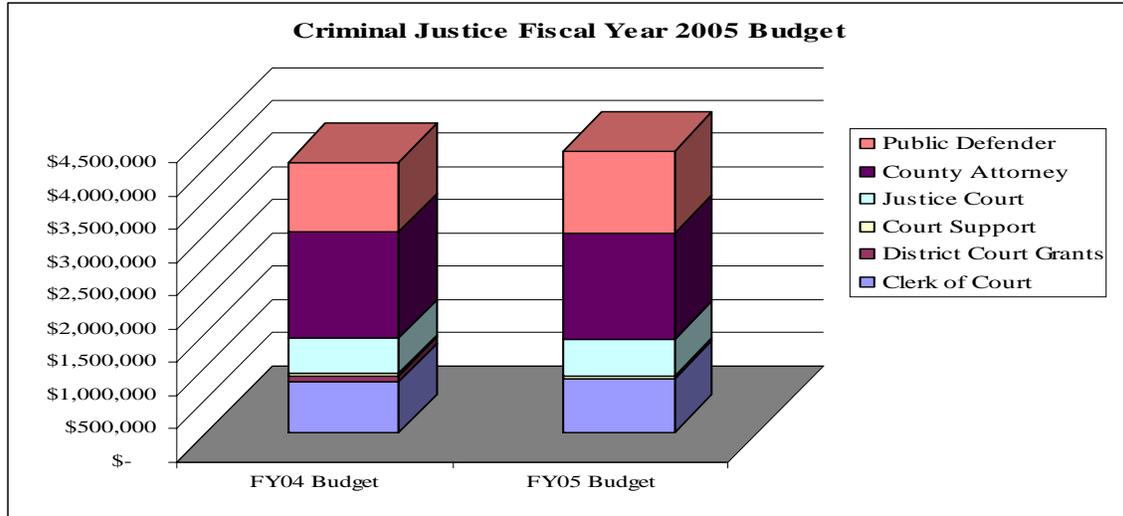


The Missoula County Detention Facility, a division of the Sheriff's Office, manages County adult and youth detention, and an entire wing that houses prisoners for the State of Montana Department of Corrections. This facility can house up to 394 adults and 24 juveniles with a staff of 112.5 FTE's, requiring a total budget of \$7.7 million (versus \$7.3 million in 2004). \$3.1 million in non-tax revenue is budgeted to cover the costs of Department of Corrections and other jurisdictions' prisoners. Enhancements to the Detention Center budget include \$35,000 to rewire the DIACS panel and \$40,866 to centralize facilities management with the Facilities Service Department.

The Department of Emergency Services includes the 9-1-1 division and the Office of Emergency Management. The Office of Emergency Management involves the planning, development, and maintenance of Missoula County's emergency and administrative communications system. This includes the 9-1-1 Center, remote microwave sites, paging system, and frequency coordination. The 9-1-1 Center provides dispatch services to 23 "first responders" located in and around Missoula County, including law enforcement, emergency medical, and fire. The 2005 budget includes \$1,433,560 for the communications backbone upgrade project. This project is funded through a combination of "quarter money" and County funds. In 2005, \$250,000 in General Fund reserves were earmarked for the communications backbone (\$150,000 fiscal year 2003 and \$350,000 in fiscal year 2004 were also earmarked for this project).

### Criminal Justice

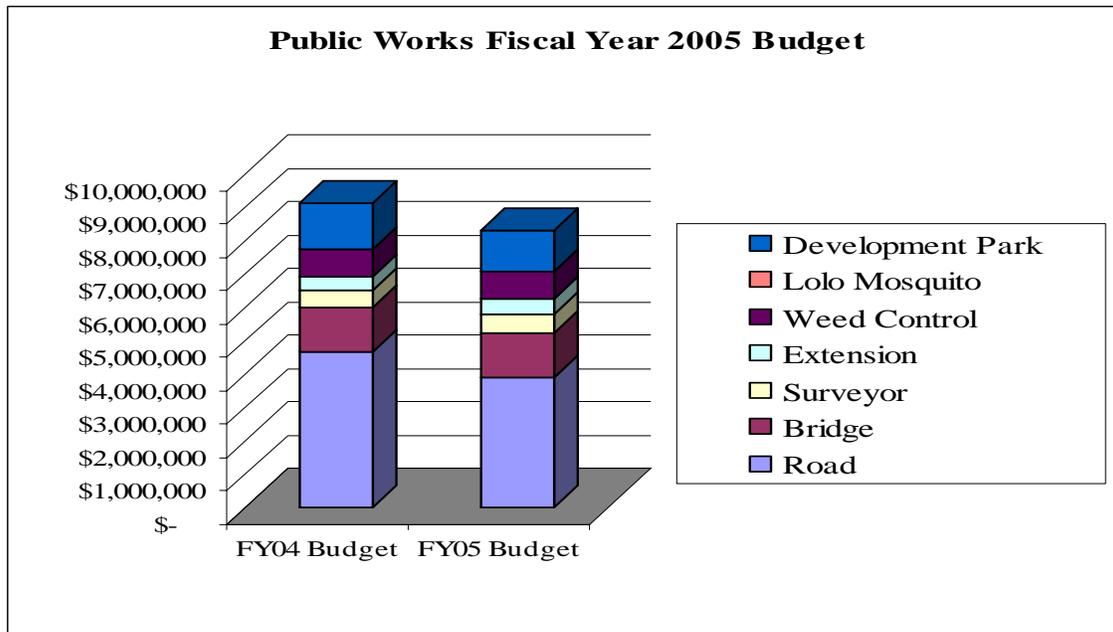
The criminal justice function includes all offices related to the court system. These include the Clerk of Court, Justice Courts, the County Attorney's Office, Public Defender's Office, Court Support (bailiffs), and certain grants related to State District Court.



Significant changes for 2005 include: the addition of a new prosecuting attorney in the County Attorney’s Office (approximately \$54,000); the addition of a Chief Deputy Public Defender (\$95,000), one full-time legal secretary (\$28,000), and permanent funding of formerly temporary attorney (\$51,000) in the Public Defenders Office; the addition of a 1.0 FTE clerk (\$34,000) in the Clerk of Courts’ office.

## Public Works

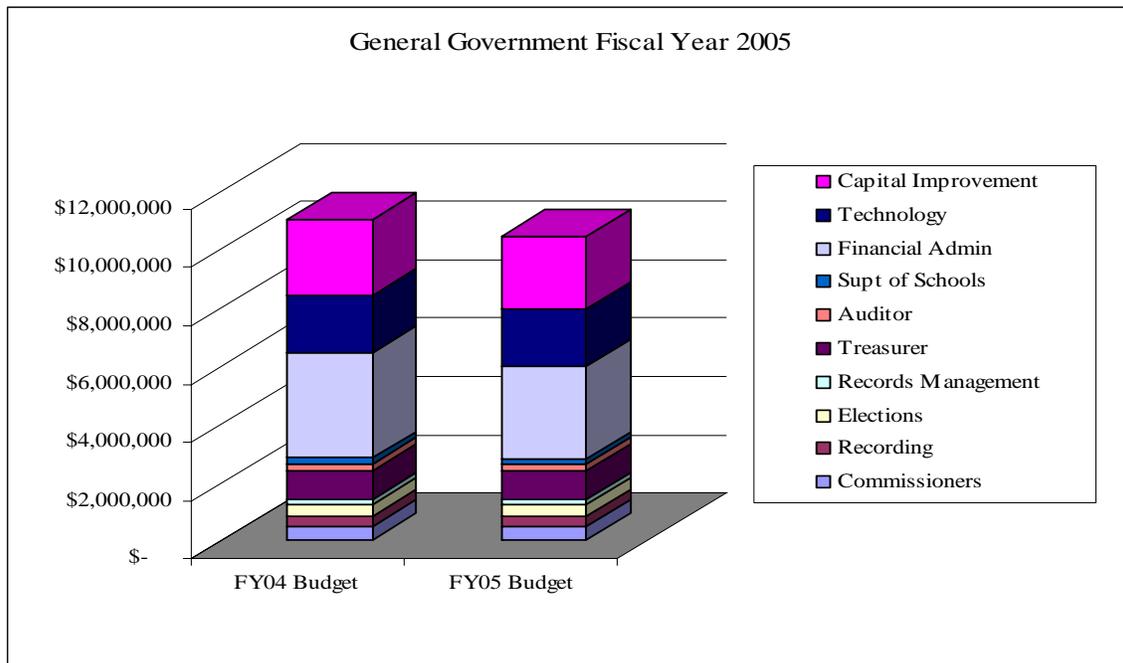
Public Works includes the Road and Bridge funds and the Surveyor/GIS department, the Weed and Extension funds, the Lolo Mosquito District and the Missoula Development Authority's Airport Tax Increment District. . The Road fund is responsible for County road maintenance, traffic control, and road projects within the County. The Bridge fund is responsible for maintenance of bridges in the rural county as well as within the Missoula City limits. The Surveyor/GIS department is responsible for the review of all surveys filed within the County and maintains the County's GIS mapping system. The Weed fund's purpose is to prevent, reduce, or eliminate the economic impact of noxious weeds on all lands within the County. The Extension Office provides education services to residents in the subjects of agriculture, horticulture, human resources, community development, and youth development. The Lolo Mosquito District conducts mosquito control efforts in the Lolo community area. The Airport Tax Increment fund is used to account for all activities related to the County owned Development Park as well as the industrial tax increment district which was created in that area.



Significant changes in Public Works include an increase in levy authority of \$100,000 to establish a dust abatement program on County roads. Additionally, \$30,000 will be used in the Bridge fund for non-destructive testing on the Scott St. Overpass.

General Government

The General Government function includes those elected offices that provide direct service to the public for decision making or record keeping matters. This includes the Board of County Commissioners and staff; the Clerk & Recorder/Treasurer functions of Elections, Recording, Records Management, and Treasury; the County Auditor and the Superintendent of Schools who maintains a variety of school related records. Additionally, this function includes the Financial Administration department which contains expenditures related to general government and the Board of County Commissioners’ agenda. General Government also includes the County’s Capital Improvement Program, comprised of the Capital Improvement fund and the Technology fund.

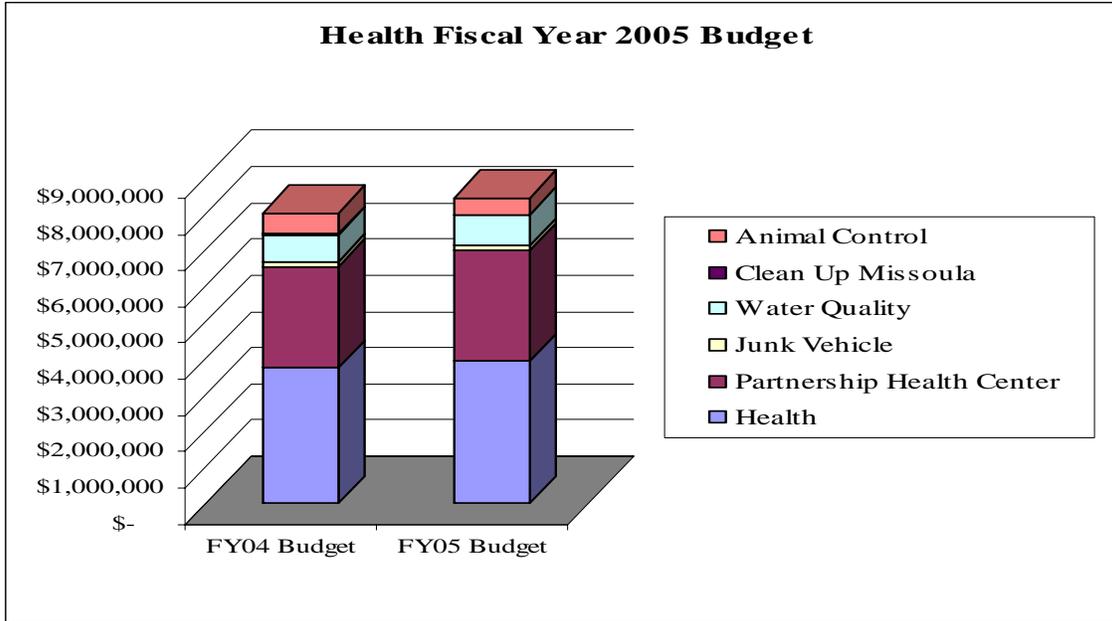


Significant items in Financial Administration include \$300,000 earmarked for Courthouse renovations (particularly the fourth floor remodel), \$250,000 earmarked for the 9-1-1 Communications Backbone upgrade, and approximately \$58,000 for the the local government study commission. Additionally, \$300,000 has been set aside as a contingency against poor claims history in the heath insurance trust.

Capital Improvement projects for 2005 include the continued renovation of the Annex 4<sup>th</sup> floor (\$473,267), continuing the restoration of the Old Courthouse exterior (\$319,700), and upgrading the Annex basement heating/cooling system (\$45,000). Technology projects include \$450,000 for the acquisition of a new criminal justice system, \$150,000 for jail management software, \$70,000 to replace mobile data terminals, and \$33,000 to implement “Full Court” court management software.

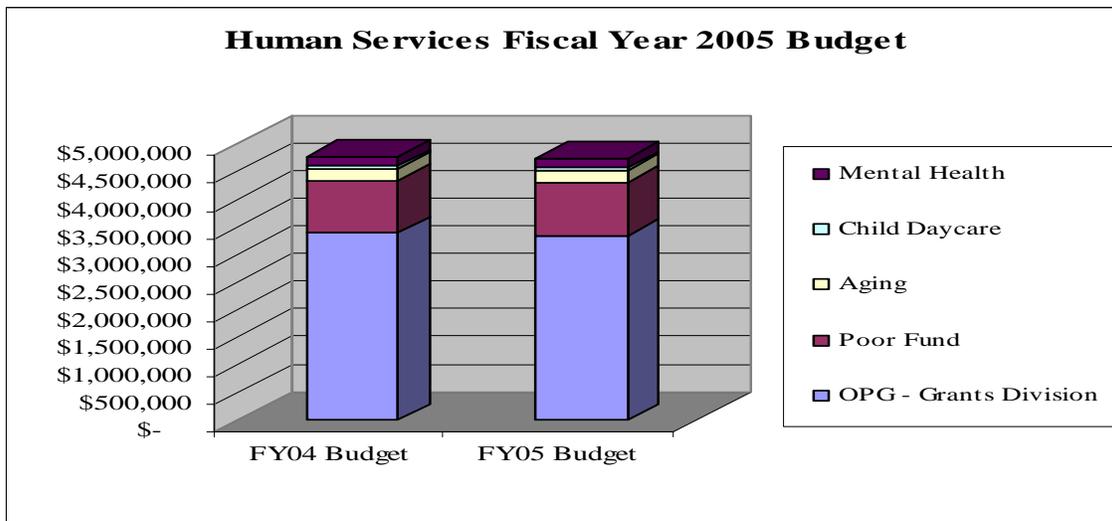
Public Health

The Public Health function is comprised of the Health Department, the Water Quality District, the Partnership Health Center, the Junk Vehicle Program, Animal Control, and the Clean-up Missoula fund.



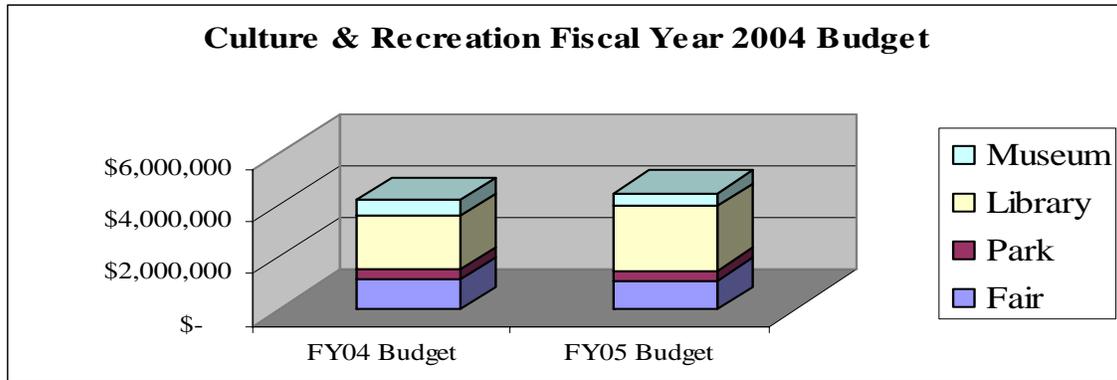
Human Services

The Human Services function includes all those programs that address the social and economic needs of the citizens of Missoula County. It includes Poor, Aging, Child Daycare, and Mental Health. It also includes programs for the assistance of victims of crime, battered women, families at risk of developing serious family problems, recovering alcoholics needing housing, those who have little or no health care coverage, and those who need assistance qualifying for SSI. Many of these programs are administered by the Office of Planning and Grants, and consequently, are accounted for in the Planning fund.



Culture & Recreation

The Culture & Recreation function includes the Western Montana Fair, Museum, the Library (including the Library Shared Catalog Project) and the Park funds.



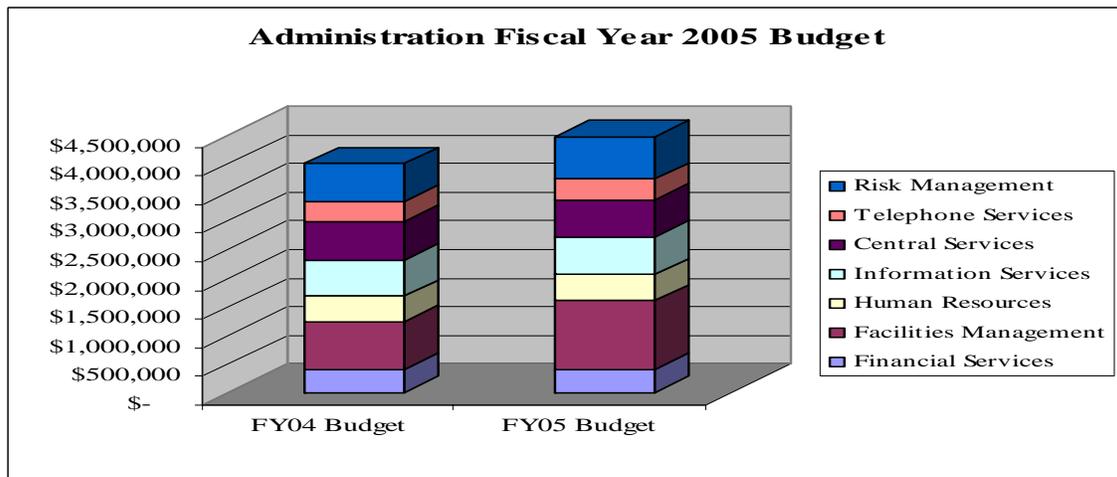
The Library budget has increased by approximately \$382,000 due to increased activity in the Shared Catalog Project which will electronically connect the card catalogs of participating libraries across the state. The Fair budget includes \$1,128,000 for the Ice Rink Project which will enclose the current rink and construct a second open rink in 2005.

Community Development

Community Development includes the land use planning aspects of the Office of Planning and Grants, as well as some specific transportation grants and the administration of federal and state community development dollars.

Administration

Administration includes those offices that support the functional categories listed above. These costs are allocated based on total expenditures in the summary analysis above, but are listed separately here in order to reflect changes in these administrative offices. These offices include Financial Services, Facilities Management, Human Resources, Information Services, Central Services, Telephone Services and Risk Management.



## **ACKNOWLEDGMENTS**

The budget team should be commended for the great deal of work that went into the 2004 budget. This year's budget team was comprised of Ann Mary Dussault, Chief Administrative Officer; Dale Bickell, Chief Financial Officer, Jim Dolezal, Director of Information Services; Steve Johnson, Human Resource Director; Barbara Berens, County Auditor; Jane Ellis, Director of Emergency Services; and Hal Luttschwager, Risk Manager. Carol Routh, Senior Accountant, once again provided excellent work with the mechanics of keeping the data in balance and providing the desktop publishing.

# Missoula County, Montana

## *Board of County Commissioners*

William Carey  
Barbara Evans  
Jean Curtiss

## *Auditor*

Barbara Berens

## *Clerk & Recorder/Treasurer*

Vickie Zeier

## *Justice of the Peace*

John E Odlin  
Karen Orzech

## *Superintendent of Schools*

Rachel Viellux

## *Clerk of Court*

Shirley Faust

## *County Attorney*

Fred VanValkenberg

## *Sheriff*

Michael McMeekin

RESOLUTION NO. 2004-116  
 ADJUSTING MILL LEVIES FOR MISSOULA COUNTY  
 FOR FISCAL YEAR 2004-2005

WHEREAS, on August 11, 2004, the Board of County Commissioners adopted Resolution No. 2004-097 which set the Fiscal Year 2004-2005 budget and set mill levies based on certified mill values and on August 25, 2004 adopted Resolution No. 2004-103 which corrected the mill levies for the unincorporated areas due to an error in the 2003 certified value. Subsequent to the adoption of these resolutions, the Board of County Commissioners approved a pay exception request for the County Attorney's Office on October 4, 2004.

WHEREAS the cost of the pay exception was calculated to be \$73,789;

WHEREAS the Board of County Commissioners has determined that the additional cost should be paid through an increase in the General Fund mill levy;

NOW, THEREFORE, BE IT RESOLVED that the General Fund mill levy should be increased by .46 mills in order to raise \$73,789 to fund the County Attorney pay exception request.

BE IT FURTHER RESOLVED that the mill levies necessary to fund the budget will be as follows:

<u>MISSOULA COUNTY-WIDE FUNDS</u>	<u>MILLS</u>	<u>ATTACHMENT</u>
General Fund	37.45	A, B, and C
Bridge Fund	4.34	A and C
Poor Fund	4.66	A and C
Fair Fund	0.32	A and C
Museum Fund	2.71	A and C
Extension Fund	1.55	A and C
Weed Fund	2.15	A and C
Planning Fund	3.00	A and C
District Court Fund	3.97	A and C
Mental Health Fund	0.51	A and C
Public Safety Fund	38.14	A and C
Aging Fund	1.18	A and C
Park/Recreation Fund	1.08	A and C
Risk Management	2.40	A and C
Child Daycare	0.30	A and C
Library	9.46	A and C
Technology	2.34	A and C
Permissive Medical Levy	4.19	A and C
Judgement Levy	0.12	A and C
 SUB-TOTAL	 119.87	

MISSOULA COUNTY-WIDE DEBT SERVICE

Jail Bond	6.62	A and C
Risk Management Bond	0.63	A and C

SUB-TOTAL 7.25

**TOTAL COUNTY-WIDE & DEBT SERVICE LEVIES** **127.12**

Road Fund	21.32	A and C
Health Fund	8.99	A and C
Animal Control	1.20	A and C
Emergency Levy	0.79	A and C
Permissive Medical Levy (Co Only)	1.67	A and C

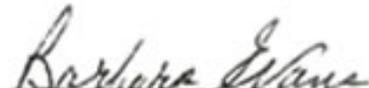
**TOTAL COUNTY-ONLY LEVY** **33.97**

DATED THIS 5th DAY OF OCTOBER, 2004

APPROVED AS TO FORM & CONTENT:

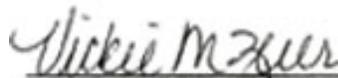
BOARD OF COUNTY COMMISSIONERS

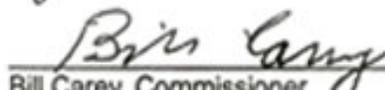
  
\_\_\_\_\_  
Michael W. Sehestedt  
Deputy County Attorney

  
\_\_\_\_\_  
Barbara Evans, Chairman

ATTEST:

  
\_\_\_\_\_  
Jean Curtiss, Commissioner

  
\_\_\_\_\_  
Vickie M. Zeier, Clerk and Recorder

  
\_\_\_\_\_  
Bill Carey, Commissioner

Attachments A , B, and C to Resolution 2004-116 are on file in the Clerk and Recorders Office.

Fund	2005 Total					Non-tax Revenue	Transfers			Property Taxes	2005 Total Revenue	Revenues Over (Under)		Beginning Cash Reserve	Ending Cash Reserve
	Personnel	Operations	Capital	Transfers Out	Expenditures		In	Entitlement	Expenditures			Expenditures	Reserve		
General	\$ 8,376,964	\$ 2,922,413	\$ 217,519	\$ 1,754,732	\$ 13,271,628	\$ 5,360,814	\$ 256,496	\$ 181,889	\$ 6,056,467	\$ 11,855,666	\$ (1,415,962)	\$ 2,896,535	\$ 1,480,573		
Poor	-	701,264	-	263,366	964,630	81,542	-	94,730	753,983	930,255	(34,375)	115,596	81,221		
Bridge	703,296	37,000	527,700	46,900	1,314,896	371,861	43,081	108,966	701,484	1,225,392	(89,504)	147,596	58,092		
Weed	282,480	245,406	22,000	69,994	619,880	43,677	4,994	32,187	347,670	428,528	(191,352)	214,187	22,835		
Weed Grant	-	189,664	-	-	189,664	184,153	14,994	-	-	199,147	9,483	-	9,483		
Child Daycare	-	54,620	-	-	54,620	796	-	8,079	48,598	57,473	2,853	248	3,101		
Fair	342,017	676,380	40,000	29,942	1,088,339	986,660	54,310	8,525	50,975	1,100,470	12,131	91,036	103,167		
District Court	1,688,290	379,209	7,980	25,725	2,101,204	1,322,018	30,618	29,722	641,398	2,023,756	(77,448)	289,429	211,981		
Telephone Services	128,732	230,285	-	-	359,017	356,925	-	-	-	356,925	(2,092)	72,186	70,094		
Open Space	-	-	-	-	-	-	-	-	-	-	-	46,501	46,501		
Park	29,021	151,429	194,418	1,115	375,983	2,956	142	7,393	174,043	184,534	(191,449)	345,179	153,730		
Lolo Mosquito District	7,580	6,400	10,601	-	24,581	13,867	-	-	-	13,867	(10,714)	11,408	694		
Library	1,032,481	321,420	563,471	30,000	1,947,372	98,877	25,458	152,566	1,530,560	1,807,461	(139,911)	230,284	90,373		
Library Shared Catalog	-	516,403	-	-	516,403	416,982	-	-	-	416,982	(99,421)	99,422	1		
Planning & Grants	2,567,968	2,684,181	275,265	-	5,527,414	3,970,406	591,123	63,547	485,300	5,110,376	(417,038)	504,820	87,782		
Aging	-	215,996	-	-	215,996	3,241	-	27,074	191,269	221,584	5,588	64,677	70,265		
Partnership HealthCenter	2,048,089	888,729	41,500	67,000	3,045,318	2,868,613	231,104	-	-	3,099,717	54,399	(328,797)	(274,398)		
Water Quality District	270,057	323,855	276,000	-	869,912	480,269	250,000	-	-	730,269	(139,643)	309,046	169,403		
Extension	217,326	189,220	4,000	15,000	425,546	32,293	25,253	35,336	251,275	344,157	(81,389)	99,998	18,609		
Mental Health	-	165,000	-	-	165,000	1,393	76,000	13,430	82,500	173,323	8,323	7,700	16,023		
Drug Grant	178,280	15,650	-	31,965	225,895	177,335	50,000	-	-	227,335	1,440	16,228	17,668		
Public Safety	8,966,507	3,210,480	514,778	3,604,893	16,296,658	5,850,764	3,726,607	171,037	6,169,242	15,917,650	(379,008)	1,515,409	1,136,401		
Permissive Medical Levy	-	-	-	677,216	677,216	-	-	-	677,216	677,216	-	-	-		
Museum	226,266	263,925	37,792	-	527,983	7,505	30,258	45,403	438,958	522,124	(5,859)	60,644	54,785		
RSID Administration	-	15,000	-	321,281	336,281	-	-	-	-	-	(336,281)	448,548	112,267		
Judgements	-	-	-	-	-	-	-	-	20,000	20,000	20,000	(28,890)	(8,890)		
Capital Improvement	-	516,330	1,113,298	-	1,629,628	140,669	1,312,861	-	-	1,453,530	(176,098)	293,811	117,713		
Technology	-	249,065	1,046,600	94,992	1,390,657	482,624	282,550	28,964	377,698	1,171,836	(218,821)	474,395	255,574		
Airport Tax Increment	71,179	318,603	674,290	189,715	1,253,787	765,440	-	-	650,000	1,415,440	161,653	2,733,997	2,895,650		
Fair Ice Rink Project	-	-	1,127,906	-	1,127,906	557,071	-	-	-	557,071	(570,835)	570,835	-		
Comm Backbone Project	-	394,980	1,038,580	-	1,433,560	421,560	550,000	-	-	971,560	(462,000)	462,783	783		
PHC Capital	-	-	-	-	-	-	-	-	-	-	-	5,286	5,286		
Junk Vehicle	80,318	26,100	18,894	-	125,312	130,705	-	-	-	130,705	5,393	18,721	24,114		
Clean Up Missoula	-	-	-	-	-	-	-	-	-	-	-	-	-		
	27,216,851	15,909,007	7,752,592	7,223,836	58,102,286	25,131,016	7,555,849	1,008,848	19,648,636	53,344,349	(4,757,937)	11,788,818	7,030,881		
RSID Revolving	-	-	-	-	-	-	-	-	-	-	-	348,880	348,880		
PHC Notes	-	40,288	-	-	40,288	-	40,288	-	-	40,288	-	-	-		
Risk Management Bond	-	123,180	-	-	123,180	2,987	-	8,939	102,055	113,981	(9,199)	38,575	29,376		
Jail Bond	-	1,367,849	-	-	1,367,849	32,096	-	219,446	1,070,701	1,322,243	(45,606)	717,321	671,715		
Fair Ice Rink Bond	-	76,146	-	-	76,146	-	76,146	-	-	76,146	-	-	-		
Total Debt Service	-	1,607,463	-	-	1,607,463	35,083	116,434	228,385	1,172,756	1,552,658	(54,805)	1,104,776	1,049,971		
Health Insurance	224,204	6,698,164	3,000	-	6,925,368	6,869,236	151,611	-	-	7,020,847	95,479	1,026,630	1,122,109		
Workers Compensation	107,368	844,300	-	60,000	1,011,668	1,010,748	-	-	-	1,010,748	(920)	1,653,231	1,652,311		
Excess Loss	-	20,000	-	-	20,000	1,500	-	-	-	1,500	(18,500)	301,361	282,861		
Risk Management	55,843	679,400	-	-	735,243	6,624	246,772	50,238	388,135	691,769	(43,474)	1,539,372	1,495,898		
Total Insurance Trust	387,415	8,241,864	3,000	60,000	8,692,279	7,888,108	398,383	50,238	388,135	8,724,864	32,585	4,520,594	4,553,179		
County-Wide	27,604,266	25,758,334	7,755,592	7,283,836	68,402,028	33,054,207	8,070,666	1,287,471	21,209,527	63,621,871	(4,780,157)	17,414,188	12,634,031		
Road	2,104,832	1,120,000	499,340	155,700	3,879,872	1,075,890	222,376	1,062,093	1,582,654	3,943,013	63,141	283,207	346,348		
Health	3,178,664	748,992	26,400	-	3,954,056	3,070,794	71,121	114,341	667,245	3,923,501	(30,555)	655,028	624,473		
Animal Control	378,759	64,671	-	14,000	457,430	348,321	31,979	15,021	89,059	484,380	26,950	18,431	45,381		
Emergency Levy	-	-	-	20,634	20,634	-	-	-	58,650	58,650	38,016	(37,970)	46		
Permissive Medical Levy	-	-	-	117,940	117,940	-	-	-	123,720	123,720	5,780	-	5,780		
County Only	5,662,255	1,933,663	525,740	308,274	8,429,932	4,495,005	325,476	1,191,455	2,521,328	8,533,264	103,332	918,696	1,022,028		
<b>Totals</b>	<b>\$ 33,266,521</b>	<b>\$ 27,691,997</b>	<b>\$ 8,281,332</b>	<b>\$ 7,592,110</b>	<b>\$ 76,831,960</b>	<b>\$ 37,549,212</b>	<b>\$ 8,396,142</b>	<b>\$ 2,478,926</b>	<b>\$ 23,730,855</b>	<b>\$ 72,155,135</b>	<b>\$ (4,676,825)</b>	<b>\$ 18,332,884</b>	<b>\$ 13,656,059</b>		

ATTACHMENT B

County of Missoula

Comparison FY 2005 to FY 2004 General Fund Budget Summarized

Department	Personnel	Operations	Capital	Transfers Out	FY 2005 Requested	FY 2004 Amended	Transfers In	Non-tax Revenue	To Be Funded
Commissioners	516,614	28,218	-	-	544,832	469,269	12,000	-	532,832
J P Department 1	255,489	29,150	3,000	2,400	290,039	276,836	-	350,500	(60,461)
J P Department 2	242,048	29,566	3,000	2,000	276,614	268,209	-	305,000	(28,386)
Attorney	1,566,285	70,878	2,650	18,528	1,658,341	1,485,291	18,128	240,065	1,400,148
Financial Services	321,344	87,906	-	-	409,250	400,446	-	8,500	400,750
Recording	265,318	95,300	-	-	360,618	341,280	-	1,070,000	(709,382)
Elections	274,159	126,605	-	-	400,764	390,673	-	70,000	330,764
Records Management	167,476	19,990	-	-	187,466	177,457	-	13,000	174,466
Treasurer - Tax/MV	941,312	72,943	-	-	1,014,255	1,000,175	-	132,600	881,655
Auditor	224,686	44,161	-	400	269,247	204,778	-	-	269,247
Facilities Management	500,339	687,220	11,500	-	1,199,059	840,807	-	302,857	896,202
Office of Emergency Mgmt	78,091	63,997	-	-	142,088	139,405	-	60,500	81,588
9-1-1 Communications	1,185,758	300,113	158,439	1,600	1,645,910	2,072,293	-	452,493	1,193,417
Human Resources	333,515	121,175	-	-	454,690	445,419	-	-	454,690
Information Services	629,883	28,501	-	2,400	660,784	621,186	-	-	660,784
Central Stores	172,547	387,787	-	86,991	647,325	673,811	-	458,059	189,266
Supt of Schools	182,063	18,986	-	-	201,049	192,868	5,000	3,300	192,749
Surveyor	520,037	35,200	38,930	-	594,167	532,549	15,000	67,500	511,667
Financial Admin	-	674,717	-	1,640,413	2,315,130	3,219,289	206,368	423,000	1,685,762
	8,376,964	2,922,413	217,519	1,754,732	13,271,628	13,752,041	256,496	3,957,374	9,057,758
						Investment Earnings		35,000	
						Local Option Motor Vehicle Tax		1,258,447	
						State Personal Property Reimbursement		109,993	
								5,360,814	

ATTACHMENT C

County of Missoula  
FY 2005 Property Tax Levies

Fund	Amount to be Levied	FY 2005	FY 2004
		Mills @ 161,743	Mills
General	\$ 6,056,467	37.45	36.73
Poor	753,983	4.66	4.58
Bridge	701,484	4.34	4.25
Weed	347,670	2.15	2.11
Child Daycare	48,598	0.30	0.29
Fair	50,975	0.32	0.31
District Court	641,398	3.97	3.89
Park	174,043	1.08	1.06
Library	1,530,560	9.46	9.28
Planning	485,300	3.00	2.94
Aging	191,269	1.18	1.16
Extension	251,275	1.55	1.52
Mental Health	82,500	0.51	0.50
Public Safety	6,169,242	38.14	37.26
Permissive Medical Levy	677,216	4.19	1.69
Museum	438,958	2.71	2.66
Judgement Levy	20,000	0.12	0.81
Technology	377,698	2.34	2.29
Airport Tax Increment (1)	650,000	-	-
	19,648,636	117.47	113.33
PHC Notes	-	-	-
Risk Management Bond	102,055	0.63	0.62
Jail Bond	1,070,701	6.62	6.49
Total Debt Service	1,172,756	7.25	7.11
Risk Management	388,135	2.40	2.35
Total Insurance Trust	388,135	2.40	2.35
<b>County-Wide</b>	21,209,527	127.12	122.79
Road	1,582,654	21.32	16.26
Health	667,245	8.99	7.33
Animal Control	89,059	1.20	0.98
Emergency Levy	58,650	0.79	
Permissive Medical Levy (Co Only)	123,720	1.67	0.76
<b>County Only</b>	2,521,328	33.97	25.33
<b>Totals</b>	<b>\$ 23,730,855</b>	<b>161.09</b>	<b>148.12</b>

(1) Airport Tax Increment Amount to be levied is the result of all levies on any new value within that increment district.

County Only Funds calculated at mill Value of: \$ 74,230

## County of Missoula

## FY 2005 Proposed Budget with Comparison to FY2004 Amended Budget

Fund	Personnel	Operations	Capital	Transfers Out	2005 Total Expenditures	Amended 2004 Total Expenditures	Percent of Change
General	\$ 8,376,964	\$ 2,922,413	\$ 217,519	\$ 1,754,732	\$ 13,271,628	\$ 13,752,041	-3.49%
Poor	-	701,264	-	263,366	964,630	936,027	3.06%
Bridge	703,296	37,000	527,700	46,900	1,314,896	1,358,694	-3.22%
Weed	282,480	245,406	22,000	69,994	619,880	830,542	-25.36%
Weed Grant	-	189,664	-	-	189,664	-	100.00%
Child Daycare	-	54,620	-	-	54,620	54,620	0.00%
Fair	342,017	676,380	40,000	29,942	1,088,339	1,132,795	-3.92%
District Court	1,688,290	379,209	7,980	25,725	2,101,204	1,946,833	7.93%
Telephone Services	128,732	230,285	-	-	359,017	362,484	-0.96%
Open Space	-	-	-	-	-	46,494	-100.00%
Park	29,021	151,429	194,418	1,115	375,983	366,253	2.66%
Lolo Mosquito District	7,580	6,400	10,601	-	24,581	23,747	3.51%
Library	1,032,481	321,420	563,471	30,000	1,947,372	1,897,144	2.65%
Library Shared Catalog	-	516,403	-	-	516,403	183,907	180.80%
Planning & Grants	2,567,968	2,684,181	275,265	-	5,527,414	5,434,428	1.71%
Aging	-	215,996	-	-	215,996	219,156	-1.44%
Partnership HealthCenter	2,048,089	888,729	41,500	67,000	3,045,318	2,806,026	8.53%
Water Quality District	270,057	323,855	276,000	-	869,912	744,164	16.90%
Extension	217,326	189,220	4,000	15,000	425,546	394,582	7.85%
Mental Health	-	165,000	-	-	165,000	165,000	0.00%
Drug Grant	178,280	15,650	-	31,965	225,895	207,210	9.02%
Public Safety	8,966,507	3,210,480	514,778	3,604,893	16,296,658	16,002,938	1.84%
Permissive Medical Levy	-	-	-	677,216	677,216	262,886	157.61%
Museum	226,266	263,925	37,792	-	527,983	617,535	-14.50%
RSID Administration	-	-	-	336,281	336,281	56,076	499.69%
Judgements	-	-	-	-	-	-	100.00%
Capital Improvement	-	516,330	1,113,298	-	1,629,628	2,608,794	-37.53%
Technology	-	249,065	1,046,600	94,992	1,390,657	1,961,023	-29.09%
Airport Tax Increment	71,179	318,603	674,290	189,715	1,253,787	1,350,768	-7.18%
Goodan-Keil Construction	-	-	-	-	-	592,000	-100.00%
Fair Ice Rink Project	-	-	1,127,906	-	1,127,906	850,000	32.69%
Comm Backbone Project	-	394,980	1,038,580	-	1,433,560	-	100.00%
PHC Capital	-	-	-	-	-	67,663	-100.00%
Junk Vehicle	80,318	26,100	18,894	-	125,312	133,343	-6.02%
Clean Up Missoula	-	-	-	-	-	25,000	-100.00%
	27,216,851	15,894,007	7,752,592	7,238,836	58,102,286	57,390,173	1.24%
RSID Revolving	-	-	-	-	-	161,382	-100.00%
PHC Notes	-	40,288	-	-	40,288	41,197	-2.21%
Risk Management Bond	-	123,180	-	-	123,180	120,974	1.82%
Jail Bond	-	1,367,849	-	-	1,367,849	1,364,080	0.28%
Fair Ice Rink Bond	-	76,146	-	-	76,146	-	100.00%
Total Debt Service	-	1,607,463	-	-	1,607,463	1,687,633	-4.75%
Health Insurance	224,204	6,698,164	3,000	-	6,925,368	6,021,566	15.01%
Workers Compensation	107,368	844,300	-	60,000	1,011,668	911,757	10.96%
Excess Loss	-	20,000	-	-	20,000	-	100.00%
Risk Management	55,843	679,400	-	-	735,243	655,921	12.09%
Total Insurance Trust	387,415	8,241,864	3,000	60,000	8,692,279	7,589,244	14.53%
<b>County-Wide</b>	27,604,266	25,743,334	7,755,592	7,298,836	68,402,028	66,667,050	2.60%
Road	2,104,832	1,120,000	499,340	155,700	3,879,872	4,723,881	-17.87%
Health	3,178,664	748,992	26,400	-	3,954,056	3,745,024	5.58%
Animal Control	378,759	64,671	-	14,000	457,430	570,752	-19.85%
Emergency Levy	-	-	-	20,634	20,634	-	100.00%
Permissive Medical Levy	-	-	-	117,940	117,940	59,746	97.40%
<b>County Only</b>	5,662,255	1,933,663	525,740	308,274	8,429,932	9,099,403	-7.36%
<b>Totals</b>	\$ 33,266,521	\$ 27,676,997	\$ 8,281,332	\$ 7,607,110	\$ 76,831,960	\$ 75,766,453	1.41%

## **BUDGET DETAIL**

## NARRATIVE

FUND 1000

Commissioners

Missoula County is governed by a Board of County Commissioners consisting of three elected members serving six-year, staggered terms. All legislative, executive and administrative powers and duties of the local government not specifically reserved by law or ordinance to other elected officials reside in the Commission (MCA-7-3-401).

Under such limitations and restrictions as are prescribed by law, the Board of County Commissioners has jurisdiction and power to represent the County and has care of the County property and the management of the business and concerns of the County and to perform all other acts and functions which may be necessary to the full discharge of the duties of the chief executive authority of the County government (MCA 7-5-2101).

The Commissioners Office staff consists of an Administrative Officer, three Administrative Assistants and one Secretary. Its principal functions include providing management and administrative direction to County Offices, providing support to the Board of County Commissioners as requested, implementing Board policies and decisions, and assisting in the preparation of the County budget. This function also includes the administration and implementation of the following programs:

1. The Rural Special Improvement District is a program to assist neighborhoods with the construction and maintenance of infrastructure improvements such as roads, curbs, sidewalks, and sewer and water facilities.
2. The Capital Improvement Program involves the annual development and implementation of a five-year planning process relative to all capital acquisitions by the County which exceed \$5,000 in value.
3. Special Projects involves the planning of appropriate resolution of specific problems as identified and assigned by the Board of County Commissioners.

# COMMISSIONERS

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
<b>PERSONNEL</b>				
<b>COMMISSIONERS</b>				
<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Commissioner	1	25.76	2080	53,581
Commissioner	1	31.04	2080	64,563
Commissioner	1	26.24	2080	54,579
Chief Admin Officer	1	39.30	2080	81,744
Admin Assistant	1	18.57	2080	38,626
Admin Secretary	1	13.24	2080	27,539
Senior Secretary	0.25	11.81	520	6,141
Senior Secretary	0.8	9.92	1664	16,507
Annual Merit Reserve				15,996
Retirement				60,121
<u>Fringe Benefits</u>				<u>97,217</u>
<b>TOTALS</b>	<b>7.05</b>			<b>516,614</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Commissioners</u>								
1000	- 010	410200	- 111		Permanent Salaries	336,668	343,280	1.96%
		410200	- 141		Fringe Benefits	92,752	97,217	4.81%
		410200	- 132		P.E.R.S. Buy Back	-	60,121	100.00%
		410200	- 192		Annual Merit Reserve	6,773	15,996	136.17%
					Personnel	436,193	516,614	18.44%
1000	- 010	410200	- 210		Office Supplies	4,700	4,700	
		410200	- 311		Postage	668	668	
		410200	- 321		Printing/Litho Costs	1,900	1,900	
		410200	- 324		Copy Costs	3,000	3,000	
		410200	- 334		Books, Research Material	500	500	
		410200	- 335		Dues & Memberships	400	400	
		410200	- 345		Phone Basic Charge	4,000	4,000	
		410200	- 346		LD Phone Charge	1,000	1,000	
		410200	- 357		Contracted Services	1,000	1,000	
		410200	- 362		Office Equipment Mtc	350	350	
		410200	- 372		Mileage-Private Vehicle	2,000	2,000	
		410200	- 381		Tuition/Registration Fees	1,200	1,200	
		410201	- 373		Meals, Lodging, Incidentals	2,000	2,000	
		410202	- 373		Meals, Lodging, Incidentals	2,000	2,000	
		410203	- 373		Meals, Lodging, Incidentals	2,500	2,500	
		410400	- 373		Meals, Lodging, Incidentals	1,000	1,000	
					Operations	28,218	28,218	
1000	- 010	410200	- 946		Capital-Room 201	4,858	-	-100.00%
					Capital	4,858	-	-100.00%
					Personnel	436,193	516,614	18.44%
					Operations	28,218	28,218	
					Capital	4,858	-	-100.00%
						469,269	544,832	16.10%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<b>Non-Tax Revenue</b>					
<b><u>Commissioners</u></b>					
1000-010	383019	Transfer from Development Park	12,000	12,000	
		Transfers In	12,000	12,000	

## NARRATIVE

FUND 1000

Justices of the Peace

---

The office of Justice of the Peace is set up by the Constitutional and Statutory Authority for purpose of administering justice to the citizens of Missoula County and the State of Montana. The Courts must enforce its judgments, orders and process; control the conduct of its employees; administer oaths, perform weddings, and comply with Constitutional Law and Statutory Authority.

**JUSTICE COURT  
PERFORMANCE MEASURES**

Calendar Year	Total Caseload	Civil Caseload	Total Caseload/ Budgeted FTE	Civil Caseload/ Budgeted FTE	Budgeted FTE
1998	19,698	1,892	1,832	176	10.75
1999	22,523	2,340	2,095	218	10.75
2000	21,676	3,463	1,971	315	11.00
2001	21,418	3,966	1,947	361	11.00
2002	23,997	4,101	2,182	373	11.00
2003	24,028	4,459	2,184	405	11.00
5-year Growth Rate	22.0%	135.7%	19.2%	130.3%	2.3%
Annualized Growth Rate	4.3%	19.7%	3.9%	19.0%	0.5%

**PERSONNEL**

**JUSTICE OF THE PEACE - DEPT 1**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Justice of Peace	1	26.46	2080	55,037
Office Manager	1	18.57	2080	38,626
Justice Court Clerk I	1	11.01	2080	22,901
Justice Court Clerk I	1	10.76	2080	22,381
Justice Court Clerk I	1	10.03	2080	20,862
Justice Court Clerk I	1	10.49	2080	21,819
Overtime				250
Annual Merit Reserve				9,753
<u>Fringe Benefits</u>				<u>63,860</u>
<b>TOTALS</b>	<b>6</b>			<b>255,489</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>J P Department 1</u>								
1000	- 081	410340	- 111		Permanent Salaries	177,777	181,626	2.17%
		410340	- 121		OT Full-Time	125	250	100.00%
		410340	- 141		Fringe Benefits	62,453	63,860	2.25%
		410340	- 192		Annual Merit Reseve	4,931	9,753	97.79%
					Personnel	245,286	255,489	4.16%
1000	- 081	410340	- 210		Office Supplies	1,500	1,800	20.00%
		410340	- 311		Postage	4,889	4,389	-10.23%
		410340	- 321		Printing/Litho Costs	1,500	1,500	
		410340	- 324		Copy Costs	1,000	1,000	
		410340	- 334		Books Resources Subscriptions	900	950	5.56%
		410340	- 335		Dues & Memberships	325	325	
		410340	- 345		Phone Basic	3,084	3,084	
		410340	- 346		Phone LD	275	275	
		410340	- 352		Legal Services	3,424	3,424	
		410340	- 357		Contracted Services	7,003	6,000	-14.32%
		410340	- 362		Office Equipment Mtc	250	500	100.00%
		410340	- 394		Jury/Witness Fees	5,000	5,903	18.06%
					Operations	29,150	29,150	
1000	- 081	410340	- 900		Capital-Bond Forfieture	-	3,000	100.00%
					Capital	-	3,000	100.00%
1000	- 081	521000	- 821		Transfer to Technology Fund	2,400	2,400	
					Transfers Out	2,400	2,400	
					Personnel	245,286	255,489	4.16%
					Operations	29,150	29,150	
					Capital	-	3,000	
					Transfers Out	2,400	2,400	
						276,836	290,039	4.77%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<b>Non-Tax Revenue</b>					
<b><u>J P Department 1</u></b>					
1000-081	351010	J P Fees	395,000	347,500	-12.03%
	351041	Bond Forfeiture	-	3,000	100.00%
			<u>395,000</u>	<u>350,500</u>	<u>-11.27%</u>

**PERSONNEL**

**JUSTICE OF THE PEACE - DEPT 2**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Justice of Peace	1	25.50	2080	53,040
Office manager	1	18.57	2080	38,626
Justice Court Clerk II	1	14.83	2080	30,846
Justice Court Clerk I	1	11.30	2080	23,504
Justice Court Clerk I	1	10.76	2080	22,381
Work Study				1,670
Temporary				1,092
Annual Merit Reserve				8,717
<u>Fringe Benefits</u>				<u>62,172</u>
<b>TOTALS</b>	<b>5</b>			<b>242,048</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>J P Department 2</u>								
1000	- 082	410340	- 111		Permanent Salaries	163,529	168,397	2.98%
		410340	- 112		Temporary Salaries	1,092	1,092	
		410340	- 114		Work Study	1,670	1,670	
		410340	- 141		Fringe Benefits	63,417	62,172	-1.96%
		410340	- 192		Annual Merit Reserve	4,583	8,717	90.20%
					Personnel	234,291	242,048	3.31%
1000	- 082	410340	- 210		Office Supplies	2,500	1,527	-38.92%
		410340	- 311		Postage	5,164	5,164	
		410340	- 321		Printing/Litho Costs	1,550	2,150	38.71%
		410340	- 324		Copy Costs	1,200	1,200	
		410340	- 334		Books Resources Subscriptions	700	700	
		410340	- 335		Dues & Memberships	325	325	
		410340	- 345		Phone Basic	3,000	3,350	11.67%
		410340	- 346		Phone LD	500	300	-40.00%
		410340	- 352		Legal Services	2,500	1,350	-46.00%
		410340	- 357		Contracted Services	7,000	6,000	-14.29%
		410340	- 394		Jury/Witness Fees	5,127	7,500	46.28%
					Operations	29,566	29,566	
1000	- 082	410340	- 900		Capital-Bond Forfeiture	-	3,000	100.00%
1000	- 082	410340	- 946		Capital-Equipment	2,352	-	-100.00%
					Capital	2,352	3,000	27.55%
1000	- 082	521000	- 821		Transfer to Technology Fund	2,000	2,000	
					Transfers Out	2,000	2,000	
					Personnel	234,291	242,048	3.31%
					Operations	29,566	29,566	
					Capital	2,352	3,000	27.55%
					Transfers Out	2,000	2,000	
						268,209	276,614	3.13%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b>Non-Tax Revenue</b>					
<b><u>JP Department 2</u></b>					
1000-082	351010	J P Fees	300,000	302,000	0.67%
	351041	Bond Forfeiture	-	3,000	100.00%
			<u>300,000</u>	<u>305,000</u>	<u>1.67%</u>

## NARRATIVE

FUND 1000

County Attorney

---

The County Attorney is an elected official who is the legal arm of the Executive Branch of Government at the County level. As such, he is both a State Officer and a County Officer, although all office expenses except one-half of the County Attorney's personal salary is paid by the County. The Attorney General has supervisory power over the County Attorney.

The County Attorney and his Deputies are the Public Prosecutors, who represent the State of Montana in all criminal cases and civil matters occurring within the County, and is Counsel for the County, its officers and all other political subdivisions and their officers within the County, except for municipalities. Finally, State law imposes over 150 additional duties on County Attorneys, including such important activities as child support collections; sanity and alcoholism commitments; abused, dependent and neglected child protection; subdivision regulations; gambling regulations; inquests; inspection and regulation of various trades and professions, and the monitoring of other public officers to name a few.

In Missoula County, the County Attorney's Office has been consolidated with the Office of the Public Administrator. The Public Administrator is an elected official who is responsible for probating estates where there are no heirs.

The County Attorney's Office is open Monday through Friday from 8:00 a.m., to 5:00 p.m. or later. For emergencies or after-hours business, Attorneys are on call through 9-1-1 twenty-four hours a day, seven days a week.

**PERSONNEL**

**COUNTY ATTORNEY**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
County Attorney	1	21.99	2080	45,740
Chief Deputy Civil Attorney	1	38.97	2080	81,058
Chief Deputy Crim Attorney	1	38.97	2080	81,058
Senior Attorney	1	35.46	2080	73,757
Senior Attorney	1	32.73	2080	68,078
Senior Attorney	1	31.36	2080	65,229
Senior Attorney	1	32.55	2080	67,704
Senior Attorney	1	30.02	2080	62,442
Senior Attorney	1	30.11	2080	62,629
Senior Attorney	1	28.41	2080	59,093
Senior Attorney	1	28.41	2080	59,093
Attorney	1	22.86	2080	47,549
Attorney	1	22.44	2080	46,675
Attorney	0.25	24.94	520	12,969
Attorney	1	19.17	2080	39,874
Para-legal	1	13.84	2080	28,787
Para-legal	1	13.16	2080	27,373
Para-legal	1	13.16	2080	27,373
Office Manager	1	16.01	2080	33,300
Senior Legal Secretary	0.75	12.90	1560	20,124
Senior Legal Secretary	1	12.40	2080	25,792
Senior Secretary	1	11.61	2080	24,149
Admin Secretary	1	10.49	2080	21,819
Admin Secretary	1	10.24	2080	21,300
Admin Secretary	1	10.24	2080	21,299
Admin Secretary	1	11.01	2080	22,901
Legal Intern	0.547	9.55	1138	10,868
Legal Intern	0.547	9.55	1138	10,868
Legal Intern	0.288	9.55	599	5,720
Legal Intern	0.288	9.55	599	5,720
Legal Intern	0.288	9.55	599	5,720
Legal Intern	0.246	9.55	512	4,890
Legal Intern	0.096	9.55	200	1,910
Overtime				
Annual Merit Reserve				47,578
<u>Fringe Benefits</u>	_____			<u>325,846</u>
<b>TOTALS</b>	<b>27.3</b>			<b>1,566,285</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>County Attorney - Criminal</u></b>								
1000	- 090	410324	- 111		Permanent Salaries	486,743	631,973	29.84%
		410324	- 112		Temporary Salaries	43,916	45,696	4.05%
		410324	- 141		Fringe Benefits	140,215	184,952	31.91%
		410324	- 192		Annual Merit Reserve	18,381	29,688	61.51%
					Personnel	689,255	892,309	29.46%
1000	- 090	410324	- 345		Phone Basic	1,099	1,483	34.94%
					Operations	1,099	1,483	34.94%
1000	- 090	410324	- 945		Capital-Office Equipment	-	1,150	100.00%
1000	- 090	410324	- 946		Capital-Tech Equipment	-	1,500	100.00%
					Capital	-	2,650	100.00%
<b><u>County Attorney - Criminal - JAIBG Grant</u></b>								
1000	- 090	410324	- 111	10010	Permanent Salaries	24,318	6,074	-75.02%
		410324	- 141	10010	Fringe Benefits	6,816	1,831	-73.14%
		410324	- 192	10010	Annual Merit Reserve	866	272	-68.59%
					Personnel	32,000	8,177	-74.45%
1000	- 090	410324	- 345	10010	Phone Basic	1,099	1,099	
					Operations	1,099	1,099	
<b><u>County Attorney - Civil Law</u></b>								
1000	- 090	411100	- 111		Permanent Salaries	414,809	420,035	1.26%
		411100	- 141		Fringe Benefits	116,271	126,599	8.88%
		411100	- 192		Annual Merit Reserve	14,427	19,180	32.95%
					Personnel	545,507	565,814	3.72%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b>County Attorney - General Admin</b>								
1000	- 090	411110	- 111		Permanent Salaries	70,925	73,846	4.12%
		411110	- 121		OT Full-Time	6,498	-	-100.00%
		411110	- 121	10023	OT Full-Time	800	-	-100.00%
		411110	- 141		Fringe Benefits	19,880	22,257	11.96%
		411110	- 192		Annual Merit Reserve	1,839	3,882	111.09%
					Personnel	99,942	99,985	0.04%
1000	- 090	411110	- 210		Office Supplies	9,650	9,650	
		411110	- 311		Postage	7,889	7,889	
		411110	- 321		Printing/Litho Costs	1,500	1,500	
		411110	- 324		Copy Costs	5,116	5,116	
		411110	- 334		Books Resources Subscriptions	13,000	13,000	
		411110	- 335		Dues & Memberships	4,615	4,900	6.18%
		411110	- 338		Transcripts	2,000	2,000	
		411110	- 345		Phone Basic	11,930	11,930	
		411110	- 346		Phone LD	5,000	5,000	
		411110	- 382	10023	Training	1,000	-	-100.00%
		411110	- 387	10023	Educational Exhibits	100	-	-100.00%
		411110	- 495	10023	Disbursements	300	-	-100.00%
		411110	- 357		Contracted Services	30,900	750	-97.57%
		411110	- 358		Consultants	750	750	
		411110	- 362		Office Equipment Mtc	500	500	
		411110	- 371		Mileage-County Vehicle	700	700	
		411110	- 372		Mileage-Private Vehicle	1,348	1,348	
		411110	- 373		Meals, Lodging, Incidentals	1,963	1,963	
		411110	- 374		Common Carrier	1,300	1,300	
					Operations	99,561	68,296	-31.40%
1000	- 090	411110	- 946		Capital-Technical Equipment	4,900	-	-100.00%
					Capital	4,900	-	-100.00%
1000	- 090	521000	- 821		Transfer to Technology Fund	3,000	9,600	220.00%
		521000	- 823		Transfer to Planning	8,928	8,928	
					Transfers Out	11,928	18,528	55.33%
					Personnel	1,366,704	1,566,285	14.60%
					Operations	101,759	70,878	-30.35%
					Capital	4,900	2,650	-45.92%
					Transfers Out	11,928	18,528	55.33%
						1,485,291	1,658,341	11.65%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<b>Non-Tax Revenue</b>					
<b><u>County Attorney</u></b>					
1000-090	331018	Early Intervention	30,150	-	-100.00%
	331230	IV-D Reimbursement	15,000	15,000	
	331233	Title IV-E Reimbursement	20,000	20,000	
	334011	MBCC Drug Grant	32,811	31,965	-2.58%
	341006	Cost of Prosecution-Check Cases	20,000	20,000	
	341007	Notary Fees	100	100	
	341012	Public Admin Fee	2,000	2,000	
	341021	Atty Charge Back-Road	1,000	1,000	
	341022	Atty Charge Back-RSID	1,000	1,000	
	341023	Atty Charge Back-Junk Vehicle	500	500	
	341024	Atty Charge Back-Bridge	1,000	1,000	
	341025	Atty Charge Back-Planning	6,000	6,000	
	341026	Atty Charge Back-Weed	1,500	1,500	
	341027	Atty Charge Back-Soil Cons	2,500	2,500	
	341028	Atty Charge Back-Poor	31,000	31,000	
	341029	Atty Charge Back-Health	10,000	10,000	
	341030	Cost of Prosecution	53,000	53,000	
	341031	County Atty Drug Fund-JP Cases	10,000	10,000	
	341032	DNRC Contract	5,000	5,000	
	351021	County Atty Drug Fund-DC Cases	18,000	18,000	
	351022	Surcharge (District Court)	7,500	7,500	
	364905	Community Support Systems Grant	4,300	-	-100.00%
	392200	Copier Reimbursement	4,000	3,000	-25.00%
		Non-Tax Revenue	276,361	240,065	-13.13%
1000-090	383012	10010 Transfer from District Court	32,512	8,128	-75.00%
	383019	Transfer from Development Park	10,000	10,000	
	383056	10023 Transfer from Health	2,200	-	-100.00%
		Transfers In	44,712	18,128	-59.46%
		Total Attorney Revenue	321,073	258,193	-19.58%

## NARRATIVE

FUND 1000

Financial Services

---

The Office of Financial Services has the responsibility of maintaining the County's financial records. This responsibility includes items such as:

- County-wide payroll and accounts payable processing and management
- Internal financial reporting to department heads and the Commissioners
- Technical and clerical support for the budget process
- Maintenance of the County's Rural Special Improvement District (RSID) records
- External financial reporting including the final budget document and the comprehensive annual financial report.

## PERFORMANCE MEASURES

	FY2003	FY2004	% Change
<b>Payroll Transactions</b>			
Payroll Warrants	5,099	4,864	-4.8%
Payroll Direct Deposit	14,147	14,905	5.1%
Total Payroll Payments Processed	<u>19,246</u>	<u>19,769</u>	<u>2.6%</u>
<b>Claims Transactions</b>			
Accounting / Payroll	10,866	12067	10.0%
Partnership Health Center	1,450	1,884	23.0%
Public Works	2,420	1,728	-40.0%
Central Services	425	393	-8.1%
Sheriff - Detention	1,610	1,359	-18.5%
Fair	880	1,051	16.3%
Sheriff - Law Enforcement	1,464	1,139	-28.5%
Total Claims Processed	<u>19,115</u>	<u>19,621</u>	<u>2.6%</u>
Total Claims Warrants Processed	<u>16,494</u>	<u>18,689</u>	<u>11.7%</u>
<b>Journal Vouchers</b>			
Total JVs posted	<u>796</u>	<u>882</u>	<u>9.8%</u>
<b>Budget</b>			
Budget Transfers	46		
Amendments/Corrections	69		
	<u>115</u>	<u>58</u>	<u>-98.3%</u>
Total Transactions	<u>55,766</u>	<u>59,019</u>	<u>5.5%</u>
Total Transactions per Budgeted FTE	<u>9,294</u>	<u>9,837</u>	<u>5.5%</u>
Budgeted FTE's	<u>6</u>	<u>6</u>	<u>0.0%</u>

**PERSONNEL**

**FINANCIAL SERVICES**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Chief Financial Officer	1	33.61	2080	69,909
Senior Accountant	1	18.01	2080	37,461
Accounting Tech	1	18.20	2080	37,856
Rotation Clerk	1	15.11	2080	31,429
Rotation Clerk	1	11.23	2080	23,358
Accounting Clerk III	1	13.79	2080	28,683
Budget Intern	0.34	7.28	707	5,147
Annual Merit Reserve				11,563
<u>Fringe Benefits</u>				<u>75,938</u>
<b>TOTALS</b>	<b>6.34</b>			<b>321,344</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Financial Services</u>								
1000	- 142	410500	- 111		Permanent Salaries	219,294	228,696	4.29%
		410500	- 112		Temporary Salaries	5,147	5,147	
		410500	- 141		Fringe Benefits	70,133	75,938	8.28%
		410500	- 192		Annual Merit Reserve	8,136	11,563	42.12%
					Personnel	<u>302,710</u>	<u>321,344</u>	6.16%
1000	- 142	410500	- 210		Office Supplies	3,475	3,665	5.47%
		410500	- 311		Postage	7,647	6,412	-16.15%
		410500	- 321		Printing/Litho Costs	2,800	2,800	
		410500	- 324		Copy Costs	900	900	
		410500	- 331		Ad/Legal Publications	100	100	
		410500	- 334		Books Resource Suscriptions	250	100	-60.00%
		410500	- 335		Dues & Memberships	1,700	1,700	
		410500	- 345		Phone Basic	2,364	2,364	
		410500	- 346		Phone LD	100	100	
		410500	- 354		Audit Fees	72,150	67,115	-6.98%
		410500	- 356		Microfilm Service	5,000	2,400	-52.00%
		410500	- 373		Meals, Lodging, Incidentals	250	250	
					Operations	<u>96,736</u>	<u>87,906</u>	-9.13%
1000	- 142	410500	- 945		Capital- Office Equipment	1,000	-	-100.00%
					Capital	<u>1,000</u>	<u>-</u>	-100.00%
					Personnel	302,710	321,344	6.16%
					Operations	96,736	87,906	-9.13%
					Capital	1,000	-	-100.00%
						<u>400,446</u>	<u>409,250</u>	2.20%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<u>Non-Tax Revenue</u>					
<u>Financial Services</u>					
1000-142	341001	RSID Admin Fees	8,500	8,500	
			8,500	8,500	

## NARRATIVE

FUND 1000

C & R-Recording

The Recording Division of the County Clerk and Recorder's office is, by statute, the official records center for Missoula County. Our records go back as far as 1865. It is the responsibility of this office, according to law, to maintain records at a maximum level of efficiency for the benefit of public accessibility.

The indexes to recorded and filed documents are the primary directories to all the permanent records on file, and it is important that they be accurate and current. At present, all office indexes are maintained on our CRISplus Recording Software. All documents are scanned daily. The real estate documents recorded include: deeds, mortgages, easements, contracts, and covenants. Direct access to the indexes and images are possible by use of personal computer in the office. You may also access some of our recording information by visiting the Missoula County website at [www.co.missoula.mt.us](http://www.co.missoula.mt.us). The Recording office in calendar year 2002 recorded 52,842 documents; this was an increase of 6,277 documents over calendar year 2001. The Recording Division has legal responsibility with regards to transfer documents, certificates of survey and subdivision plats to enforce statutory requirements and subdivision regulations.

The vital statistics records (birth and death certificates) for Missoula County are another important resource in Recording. Missoula County accesses the Montana State Department of Health & Environmental Sciences database and can issue a certified birth certificate for anyone born in Montana. Currently, the Recording office can issue certified copies of death certificates for those deaths that occurred in Missoula. The State hopes to have all the death certificates available soon on their database.

The importance of records is seen clearly on a daily basis as the office is used as a research center by private individuals and companies, government agencies and lending institutions and genealogists. In addition, the staff assists the public in attaining necessary information from the records and makes copies of all materials available at a cost set by law.

The Recording Office Division is responsible for maintaining all documents pertaining to actions of the Board of County Commissioners and miscellaneous matters. These records are frequently accessed by the County Attorney, Surveyor, and the general public.

**MISSOULA COUNTY CLERK & RECORDER  
PERFORMANCE MEASURES**

	Calendar Year				3-year Growth Rate	Annualized Growth Rate
	2001	2002	2003	2004*		
Total Documents Recorded	46,565	52,842	48,840	40,581	-12.9%	-3.7%
Finance Documents Recorded	8,434	10,375	19,239	10,683	26.7%	21.3%
Deeds Recorded	4,850	5,734	9,371	5,700	17.5%	14.2%
Subdivision Plats Filed	78	110	210	183	134.6%	39.7%
Certificates of Survey Filed	97	125	210	135	39.2%	20.4%
Birth Certificates Filed	1,507	1,741	1,492	1,350	-10.4%	-2.8%
Death Certificates Filed	882	902	952	1,125	27.6%	8.7%
Walk-in Customers	14,146	13,190	14,209	16,968	19.9%	6.8%
Walk-in Customers per Day	59	53	57	68	16.0%	5.8%
Birth Certificates Sold	4,129	4,465	6,153	5,211	26.2%	10.2%
Death Certificates Sold	1,441	1,402	2,086	1,599	11.0%	7.6%
Total Documents Recorded per Budgeted FTE	6,950	7,714	6,426	5,340	-23.2%	-7.5%
Budgeted FTE	6.70	6.85	7.60	7.60	13.4%	4.4%

\* - 2004 figures are based on actual results through April annualized to December 31.

**PERSONNEL**

**CLERK & RECORDER - RECORDING**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Clerk & Recorder	0.1	31.30	208	6,510
Chief Deputy Clerk & Recorder	1	19.26	2080	40,061
Assistant Chief Deputy	1	14.63	2080	30,430
RE Recording Clerk III	1	11.50	2080	23,920
Recording File Clerk	1	10.74	2080	22,339
Recording File Clerk	1	10.74	2080	22,339
Recording & Elections Clerk	1	11.80	2080	24,544
Elections Clerk	1	10.95	2080	22,776
Annual Merit Reserve				10,781
<u>Fringe Benefits</u>				<u>61,618</u>
<b>TOTALS</b>	<b>7.1</b>			<b>265,318</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>C &amp; R - Recording</u></b>								
1000	- 143	410940	- 111		Permanent Salaries	165,535	192,919	16.54%
		410940	- 141		Fringe Benefits	53,716	61,618	14.71%
		410940	- 192		Annual Merit Reserve	13,079	10,781	-17.57%
					Personnel	232,330	265,318	14.20%
1000	- 143	410940	- 210		Office Supplies	8,000	8,000	
		410940	- 311		Postage	16,481	16,481	
		410940	- 321		Printing/Litho Costs	1,000	1,000	
		410940	- 324		Copy Costs	450	450	
		410940	- 331		Ad/Legal Publications	2,700	2,700	
		410940	- 334		Books Resources Subscriptions	500	500	
		410940	- 335		Dues & Memberships	650	650	
		410940	- 345		Phone Basic	3,360	3,360	
		410940	- 346		Phone LD	350	350	
		410940	- 356		Microfilm Service	10,000	8,500	-15.00%
		410940	- 357		Contracted Services	40,500	40,500	
		410940	- 362		Office Equipment Mtc	295	295	
		410940	- 369		Other Repair & Maintenance	3,200	3,200	
		410940	- 373		Meals, Lodging, Incidentals	814	814	
		410940	- 535		Technical Equipment Rent/Lease	7,000	7,000	
		410940	- 553		Bank Service Charges	-	1,500	100.00%
					Operations	95,300	95,300	
1000	- 143	410940	- 945		Capital-Office Equip	500	-	-100.00%
		410940	- 946		Capital-Tech Equip			
					<i>Duplexing Scanner</i>	9,000	-	
					<i>Credit Card Terminal</i>	1,000	-	
					<i>CRIS License</i>	2,750	-	
					Capital	13,250	-	-100.00%
1000	- 143	521000	- 821		Transfer to Technology Fund	400	-	-100.00%
					Transfers Out	400	-	-100.00%
					Personnel	232,330	265,318	14.20%
					Operations	95,300	95,300	
					Capital	13,250	-	-100.00%
					Transfers Out	400	-	-100.00%
						341,280	360,618	5.67%

Statement of Revenue

			2003-2004	2004-2005	
			Amended	Proposed	% Change
<b>Non-Tax Revenue</b>					
<b><u>C &amp; R - Recording</u></b>					
1000-143	341040	Recording Fees	850,000	850,000	
	341043	Birth & Death Certificates	45,000	45,000	
	341044	Records Preservation	142,000	142,000	
	341045	Fee for Tax Research	15,000	13,000	-13.33%
	392200	Copier Reimbursement	18,000	20,000	11.11%
			<u>1,070,000</u>	<u>1,070,000</u>	

## NARRATIVE

FUND 1000

C & R-Elections

---

The staff in the Elections Office annually prepares for and conducts three major elections.

The first each year is the May School and Special District Election. The school board trustees, school levies and tech fund levies are ballot issues that you would find on the ballot. Special Districts include: fire districts, hospital districts, irrigation districts and community councils.

The second election each year is the Primary. The City Primary Election may be held in September in odd-numbered years. The County Primary Election is held in June in even-numbered years.

The third election each year is General Election. The City General Election is held in November in odd-numbered years. The County/Federal General Election is held in November in even-numbered years.

The preparations include certifying the ballot, preparing ballot layouts, overseeing the printing of the ballots, assembling and distributing supplies and training and scheduling the 375-400 election judges. They process absentee ballots for any elector requesting to vote by absentee. Currently, Missoula County uses optical scanners to tabulate all our ballots.

In addition to preparing for the election, the staff processes 4,500–12,000 new voter registration cards per year. The voter registration information is entered into our Election software PowerProfile by Election Systems and Software. The new software allows us to provide voter history, voter activity and several other searching engines to our customers requesting the information.

The election staff verifies signatures on several different types of petitions. Every other year we must send our NVRA (National Voter Registration Act) confirmation mailings to anyone who did not vote in the Federal General election. The number of mailings varies from 8,000-30,000 depending on the election year.

**MISSOULA COUNTY ELECTIONS OFFICE  
PERFORMANCE MEASURES**

	Fiscal Year			2-year Growth Rate
	2002	2003	2004	
Signatures Verified on Petitions	4,943	14,865	1,526	-69.1%
New Voter Registrations	4,386	5,392	5,302	20.9%
Voter Registration Changes	20,195	47,572	447,270	2114.8%
Active Registered Voters	52,338	61,557	49,116	-6.2%
Inactive Registered Voters	n/a	6,268	22,230	254.7%
Absentee Ballots - School Election	217	189	425	95.9%
Votes cast - School Election	4,538	7,202	10,891	140.0%
NVRA First Mailing Notice	8,000	24,000	-	*.*%
NVRA Second Mailing Notice	-	-	20,066	*.*%
Total New and Changed Voter Registrations per Budgeted FTE	5,743	12,520	106,991	118.0%
Total Active Registered Voters per Budgeted FTE	12,228	14,551	11,611	19.0%
Total Budgeted FTE's (excludes election judges)	4.28	4.23	4.23	-1.2%

**PERSONNEL**

**CLERK & RECORDER - ELECTIONS**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Clerk & Recorder	0.2	31.30	416	13,021
Assistant Chief Deputy C & R	1	17.67	2080	36,754
Elections Clerk	1	12.40	2080	25,792
Recording & Elections Clerk	1	10.95	2080	22,776
Recording & Elections Clerk	1	10.95	2080	22,776
Delivery Person	0.03	8.63	63	544
Temporary Salaries				6,604
Election Judges				91,407
Annual Merit Reserve				9,816
<u>Fringe Benefits</u>				<u>44,669</u>
<b>TOTALS</b>	<b>4.23</b>			<b>274,159</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>C &amp; R - Elections</u>								
1000	- 144	410610	- 111		Permanent Salaries	112,321	121,119	7.83%
		410610	- 112		Temporary Salaries	77,591	98,555	27.02%
		410610	- 121		OT Full-Time	1,500	-	-100.00%
		410610	- 141		Fringe Benefits	37,107	44,669	20.38%
		410610	- 192		Annual Merit Reserve	6,049	9,816	62.27%
					Personnel	234,568	274,159	16.88%
1000	- 144	410610	- 210		Office Supplies	4,500	4,500	
		410610	- 311		Postage	29,975	29,975	
		410610	- 321		Printing/Litho Costs	78,000	59,000	-24.36%
		410610	- 331		Ad/Legal Publications	4,000	4,000	
		410610	- 334		Books Resource Suscriptions	300	300	
		410610	- 345		Phone Basic	1,590	1,590	
		410610	- 346		Phone LD	740	740	
		410610	- 357		Contracted Services	25,000	19,000	-24.00%
		410610	- 362		Office Equipment Mtc	150	150	
		410610	- 369		Other Repair & Maintenance	3,000	3,000	
		410610	- 371		Mileage-County Vehicle	600	600	
		410610	- 372		Mileage-Private Vehicle	3,500	3,500	
		410610	- 373		Meals, Lodging, Incidentals	200	200	
		410610	- 530		Rent	50	50	
					Operations	151,605	126,605	-16.49%
1000	- 144	410610	- 946		Capital-Tech Equipment	4,500	-	-100.00%
					Capital	4,500	-	-100.00%
					Personnel	234,568	274,159	16.88%
					Operations	151,605	126,605	-16.49%
					Capital	4,500	-	-100.00%
						390,673	400,764	2.58%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<u>Non-Tax Revenue</u>					
<u>C &amp; R - Elections</u>					
1000-144	341042	Election Reimbursement	108,956	70,000	-35.75%
			108,956	70,000	-35.75%

## NARRATIVE

FUND 1000

C & R - Records Management

---

The Records Management division provides a coordinated approach to processing the multitude of County Records. This involves the development of systems, storage, retrieval, microfilm, and destruction. The program involves the research of statutory requirements, historical significance, as well as financial requirements. The program includes both County and City records.

This office polices the records retention schedules for all county offices, assisting County Departments with retrieval, storage and destruction of their records.

This involves in-depth involvement with the statewide records management program.

This office retrieves records that are stored at the Records Center for customers requesting the record.

**PERSONNEL**

**CLERK & RECORDER - RECORDS MANAGEMENT**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Clerk & Recorder	0.3	31.30	624	19,531
Records Mngmt Supervisor	1	18.57	2080	38,626
Records Mngmt Tech	1	16.46	2080	34,237
Records Mngmt Tech	1	13.03	2080	27,102
Annual Merit Reserve				6,049
<u>Fringe Benefits</u>				<u>41,931</u>
<b>TOTALS</b>	<b>3.3</b>			<b>167,476</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>C &amp; R - Records Management</u>								
1000	- 145	410910	- 111		Permanent Salaries	115,897	119,496	3.11%
		410910	- 141		Fringe Benefits	37,921	41,931	10.57%
		410910	- 192		Annual Merit Reserve	3,649	6,049	65.77%
					Personnel	157,467	167,476	6.36%
1000	- 145	410910	- 210		Office Supplies	760	760	
		410910	- 212		Printing, Duplication, & Supplies	800	800	
		410910	- 220		Operating Supplies	5,950	5,950	
		410910	- 311		Postage	64	64	
		410910	- 321		Printing/Litho Costs	300	300	
		410910	- 325		Film Purchase & Development	6,000	6,000	
		410910	- 334		Books Resource Suscriptions	250	250	
		410910	- 335		Dues & Memberships	350	350	
		410910	- 345		Phone Basic	1,216	1,216	
		410910	- 346		Phone LD	350	350	
		410910	- 357		Contracted Services	2,500	2,500	
		410910	- 362		Office Equipment Mtc	150	150	
		410910	- 371		Mileage-County Vehicle	1,300	1,300	
					Operations	19,990	19,990	
					Personnel	157,467	167,476	6.36%
					Operations	19,990	19,990	
						177,457	187,466	5.64%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<u>Non-Tax Revenue</u>					
<u>Records Management</u>					
1000-145	341046	Mircofilm Reimbursement	13,000	13,000	
			13,000	13,000	

## NARRATIVE

FUND 1000

C & R-Treasurer

---

The Treasurer's Office is the collection and distribution center for all taxes in Missoula County. Also, the office is responsible for the annual re-registration and titling of motorized vehicles (cars, trucks, boats, motor homes, snowmobiles, trailers, motorcycles, special mobile equipment and gross vehicle weight charges).

The office prints and mails out real estate, mobile home and personal property tax bills. The office handles collection of miscellaneous business, liquor and gambling licenses. It also receipts all the non-tax revenue received by the County.

Disbursements of cash to cover County obligations are also the responsibility of this office. These disbursements may be to cover bills paid by County warrant, or to cover bond payments or remittances to other government agencies for which the County collects taxes.

Motor Vehicle directives for procedures come from the Title and Registration Bureau, State of Montana, Department of Justice. Assurances must be made that laws, applications and procedures are being adhered to. Records must be accurate because the information is accessed by law enforcement agencies.

The office has a commitment to make a substantial effort in collecting delinquent taxes. Each year the office proceeds with the tax deed process.

It is in the public's best interest to have any cash on hand invested. That investment responsibility rests in the Treasurer's office.

Record keeping and reporting are also important functions of the office. Taxes and license payment records are maintained as well as disbursement records. Additionally, the office is required to keep detailed records of school budgets. Reports from this office go to the State, the City of Missoula, all School Districts, fire and irrigation districts and to the County Commissioners.

The office averages over 85,000 walk-in customers per year. The majority of our tax payments are received through the mail. Currently, we staff two employees to answer the two multi-line phone calls coming into this office.

**MISSOULA COUNTY TREASURER'S OFFICE  
PERFORMANCE MEASURES**

	Calendar Year			2 year Growth Rate	Annualized Growth Rate
	2002	2003	2004*		
Walk-in Customers (includes motor vehicle and property tax customers)	87,725	80,323	86,448	-1.5%	-0.4%
Appointments made for Title Work	5,512	5,402	3,972	-27.9%	-14.2%
Title Transfers	34,695	36,932	34,770	0.2%	0.3%
Motor Vehicle Registrations	117,433	118,790	141,738	20.7%	10.2%
Motor Vehicle Registrations per Budgeted FTE	5,605	4,819	5,750	2.6%	2.6%
Title Transfers per Budgeted FTE	1,656	1,498	1,411	-14.8%	-7.7%
Walk-in Customers per Budgeted FTE	4,187	3,259	3,507	-16.2%	-7.3%
Total Budgeted FTE's	20.95	24.65	24.65	17.7%	8.8%

\* - Annualized

**PERSONNEL**

**CLERK & RECORDER - TAX/MV**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Clerk & Recorder	0.4	31.30	832	26,042
Treasurer Division Manager	1	20.47	2080	42,578
Assistant Chief Deputy	1	12.32	2080	25,626
Assistant Chief Deputy	1	17.57	2080	36,546
Assistant Chief Deputy	1	13.25	2080	27,560
Assistant Chief Deputy	1	15.24	2080	31,699
Finance Specialist	1	14.18	2080	29,494
Senior Finance Clerk	1	12.09	2080	25,147
Finance Clerk	1	12.47	2080	25,938
Delinquent Collections Clerk	1	12.09	2080	25,147
Treasurer Clerk	1	12.09	2080	25,147
Treasurer Clerk	1	11.80	2080	24,544
Treasurer Clerk	0.8	11.50	1664	19,136
Treasurer Clerk	1	13.48	2080	28,038
Treasurer Clerk	1	11.50	2080	23,920
Treasurer Clerk	0.875	11.50	1820	20,930
Treasurer Clerk	0.875	10.95	1820	19,929
Treasurer Clerk	1	11.80	2080	24,544
Treasurer Clerk	1	11.80	2080	24,544
Treasurer Clerk	1	11.50	2080	23,920
Treasurer Clerk	1	10.95	2080	22,776
Treasurer Clerk	1	11.80	2080	24,544
Treasurer Clerk	1	11.50	2080	23,920
Treasurer Clerk	1	11.23	2080	23,358
Treasurer Clerk	1	10.74	2080	22,339
Secretary	0.5	9.63	1040	10,015
Temporary Salaries				2,000
Overtime				850
Annual Merit Reserve				36,869
<u>Fringe Benefits</u>	_____			<u>244,212</u>
<b>TOTALS</b>	<b>24.45</b>			<b>941,312</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>C &amp; R - Treasurer-Motor Vehicle</u>								
1000	- 150	410540	- 111		Permanent Salaries	638,159	657,381	3.01%
		410540	- 112		Temporary Salaries	2,000	2,000	
		410540	- 121		OT Full-Time	850	850	
		410540	- 141		Fringe Benefits	236,823	244,212	
		410540	- 192		Annual Merit Reserve	23,100	36,869	59.61%
					Personnel	900,932	941,312	4.48%
1000	- 150	410540	- 210		Office Supplies	12,658	12,658	
		410540	- 212		Printing, Duplication, & Supplies	800	800	
		410540	- 311		Postage	51,226	34,726	-32.21%
		410540	- 321		Printing/Litho Costs	6,300	6,300	
		410540	- 331		Ad/Legal Publications	1,800	1,800	
		410540	- 334		Books Resource Suscriptions	400	400	
		410540	- 335		Dues & Memberships	650	650	
		410540	- 337		Advertising & Promotion - Webpay	-	2,000	100.00%
		410540	- 345		Phone Basic	8,350	8,350	
		410540	- 346		Phone LD	1,200	1,200	
		410540	- 356		Microfilm Service	1,150	1,150	
		410540	- 362		Office Equipment Mtc	2,509	2,509	
		410540	- 372		Mileage-Private Vehicle	300	300	
		410540	- 373		Meals, Lodging, Incidentals	100	100	
					Operations	87,443	72,943	-16.58%
1000	- 150	410540	- 946		Capital-Tech Equipment (Printers)	11,800	-	-100.00%
					Operations	11,800	-	-100.00%
					Personnel	900,932	941,312	4.48%
					Operations	87,443	72,943	-16.58%
					Capital	11,800	-	-100.00%
						1,000,175	1,014,255	1.41%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<b>Non-Tax Revenue</b>					
<b><u>C &amp; R - Treasurer-Motor Vehicle</u></b>					
1000-150	322000	Business License	100	50	-50.00%
	322011	Liquor License	26,000	26,000	
	323052	Fireworks Permits	-	50	100.00%
	335005	Wine Tax	3,000	3,000	
	335120	Gambling License Revenue	55,000	55,000	
	341064	Assignment/Redemption Fees	8,000	3,000	-62.50%
	341066	Count Treasurer Fees	41,000	41,000	
	341068	Fees for Delinquent Collections	15,000	3,000	-80.00%
	362200	Copier Revenues	1,000	1,500	50.00%
			<u>149,100</u>	<u>132,600</u>	<u>-11.07%</u>

## NARRATIVE

FUND 1000

Auditor

---

As an independent office, the County Auditor has the responsibility to monitor and review the operations of the County to assure compliance with reasonable standards, including state and federal law and adopted county policy.

Specifically, State law states the County Auditor shall investigate and examine all claims against the County and report those findings to the Board of County Commissioners. It is also the Auditor's responsibility to keep a complete record of all such claims and investigations.

The County Auditor has the statutory duty to examine the books and accounts of various County departments and report findings of the examinations to the Board of County Commissioners.

The Auditor's Office performs financial compliance and performance audits of various county departments.

Additional responsibilities include analyzing organizational structure, work operations, work methods and procedures and work flow of county departments; recommending management and accounting changes based on the results of analyses; helping to identify cost components of departmental operations; and providing research assistance in cost benefit analysis.

Finally, the County Auditor is required to perform such other duties as directed by the County Commissioners.

**PERSONNEL**

**AUDITOR**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Auditor	1	24.32	2080	50,586
Chief Deputy Auditor	1	21.67	2080	45,074
Audit Clerk	1	15.96	2080	33,197
Optimization Specialist	0.75	23.94	1560	37,346
Annual Merit Reserve				7,924
<u>Fringe Benefits</u>				<u>50,559</u>
<b>TOTALS</b>	<b>3.75</b>			<b>224,686</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Auditor</u>								
1000	- 160	410531	- 111		Permanent Salaries	126,194	128,857	2.11%
		410531	- 112		Temporary Salaries	-	37,346	100.00%
		410531	- 141		Fringe Benefits	31,132	50,559	62.40%
		410531	- 192		Annual Merit Reserve	2,891	7,924	174.09%
					Personnel	160,217	224,686	40.24%
1000	- 160	410531	- 210		Office Supplies	800	600	-25.00%
		410531	- 311		Postage	1,211	900	-25.68%
		410531	- 324		Copy Costs	200	150	-25.00%
		410531	- 334		Books Resource Subscriptions	355	720	102.82%
		410531	- 335		Dues & Memberships	845	785	-7.10%
		410531	- 345		Phone Basic	1,150	1,536	33.57%
		410531	- 346		Phone LD	200	150	-25.00%
		410531	- 358		Consultants	200	200	
		410531	- 372		Mileage-Private Vehicle	200	120	-40.00%
		410531	- 396		Veteran Burial	39,000	39,000	
					Operations	44,161	44,161	
1000	- 160	521000	- 821		Transfer to Technology Fund	400	400	
					Transfers Out	400	400	
					Personnel	160,217	224,686	40.24%
					Operations	44,161	44,161	
					Transfers Out	400	400	
						204,778	269,247	31.48%

## NARRATIVE

FUND 1000

Facilities Management

---

The Facilities Management Department is involved in the maintenance of County facilities to ensure they are kept in good repair as well as meeting standards relative to public buildings. This includes the following structures; Courthouse, Annex, Health and Welfare, 311 and 317 Woody and warehouses.

**PERSONNEL**

**FACILITIES MANAGEMENT**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Facilities Manager	1	33.61	2080	69,909
Technical Systems Manager	0.975	27.27	2028	55,304
Senior Building Operator	1	16.45	2080	34,216
Senior Building Operator	1	14.92	2080	31,034
Building Tech Asst	1	17.67	2080	36,754
Building Tech Asst	1	17.57	2080	36,546
Building Operator	1	10.50	2080	21,840
Building OOO	1	10.20	2080	21,216
Maintenance Worker I	1	10.20	2080	21,216
Apprentice	1	10.43	2080	21,694
Overtime				5,832
Temporary				5,000
On-Call				7,810
Annual Merit Reserve				18,059
<u>Fringe Benefits</u>				<u>113,909</u>
<b>TOTALS</b>	<b>9.975</b>			<b>500,339</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Facilities Management</u></b>								
1000	- 190	411200	- 111		Permanent Salaries	177,110	349,729	97.46%
		411200	- 112		Temporary Salaries	5,000	5,000	
		411200	- 113		On-Call Weekday @ 6.50	3,500	3,500	
		411200	- 121		OT Full-Time	5,832	5,832	
		411200	- 125		On-Call @ 25.00	4,310	4,310	
		411200	- 141		Fringe Benefits	46,933	113,909	
		411200	- 192		Annual Merit Reserve	6,252	18,059	188.85%
					Personnel	<u>248,937</u>	<u>500,339</u>	<u>100.99%</u>
1000	- 190	411200	- 210		Office Supplies	600	600	
		411200	- 225		Safety Supplies & Equip	5,600	5,600	
		411200	- 241		Tools & Materials	2,000	2,000	
		411200	- 311		Postage	20	20	
		411200	- 321		Printing/Litho Costs	400	400	
		411200	- 334		Books Resource Suscriptions	900	900	
		411200	- 340		Heat, Light, Water	272,116	272,116	
		411200	- 341		Garbage Collection	8,504	8,504	
		411200	- 343		Sewer	12,500	12,500	
		411200	- 345		Phone Basic	3,367	3,367	
		411200	- 346		Phone LD	300	300	
		411200	- 357		Contracted Services	177,662	187,262	5.40%
		411200	- 365		Ground Maintenance & Repair	2,580	2,580	
		411200	- 366		Building Maintenance & Repair	68,701	68,701	
		411200	- 366	00058	Building Maintenance & Repair - PHC	10,000	10,000	
		411200	- 366	00076	Building Maintenance & Repair - Det	-	105,000	100.00%
		411200	- 369		Other Repair & Maintenance	200	200	
		411200	- 373		Meals, Lodging, Incidentals	250	250	
					Operations	<u>565,700</u>	<u>680,300</u>	<u>20.26%</u>
1000	- 190	411200	- 920		Capital-Building & Construction			
					Public Defender Fire Alarm	7,000	-	-100.00%
					Radio Site Monitoring Equip	4,000	4,000	
		411200	- 946		Capital-Tech (PC-Health Dept Office)	750	-	-100.00%
		411200	- 966		Capital-Construction/Engineering			
					Miscellaneous	7,500	7,500	
					Capital	<u>19,250</u>	<u>11,500</u>	<u>-40.26%</u>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Facilities Plant</u>								
1000	- 190	411230	- 231		Gas & Diesel Fuel	5,900	5,900	
		411230	- 233		Vehicle Repairs	350	350	
		411230	- 239		Tires	350	350	
		411230	- 357		Contracted Services	320	320	
					Operations	6,920	6,920	
					Personnel	248,937	500,339	100.99%
					Operations	572,620	687,220	20.01%
					Capital	19,250	11,500	-40.26%
						840,807	1,199,059	42.61%

Statement of Revenue

				2003-2004	2004-2005	
				Amended	Proposed	% Change
<b>Non-Tax Revenue</b>						
<b><u>Facilities Management</u></b>						
1000-190	343054		Mtc Reimbursement-Custodial	1,200	1,200	
1000-190	343054	00076	Mtc Reimbursement-Custodial - Detention	-	276,657	100.00%
1000-190	343054	00058	Mtc Reimbursement-Custodial - PHC	25,000	25,000	
				<u>26,200</u>	<u>302,857</u>	<u>1055.94%</u>

## NARRATIVE

FUND 1000

Office of Emergency Services

---

The Office of Emergency Services prepares and manages plans and programs directed at disaster preparedness and coordination of response and recovery. This service is mandated by state Law (10-3-401 MCA) and is provided to the City and County by mutual aid agreement.

Oversight of plan development is accomplished by the Disaster Planning Committee, which has the following membership:

1. Sheriff
2. County Attorney
3. County Surveyor
4. MRFD Fire Chief
5. City Police Chief
6. City Fire Chief
7. City Attorney
8. City Public Works Director
9. City-County Health Department

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Emergency Services - Emergency Management</u></b>								
1000	- 191	420710	- 111		Permanent Salaries	58,412	60,735	3.98%
		420710	- 121		OT Full-Time	1,000	1,000	
		420710	- 141		Fringe Benefits	13,067	13,702	4.86%
		420710	- 192		Annual Merit Reserve	2,014	2,654	31.78%
					Personnel	74,493	78,091	4.83%
1000	- 191	420710	- 210		Office Supplies	1,000	1,800	80.00%
		420710	- 225		Safety Supplies & Equip	500	300	-40.00%
		420710	- 311		Postage	43	200	365.12%
		420710	- 317		Radio/Pager/Cellular Service	750	1,000	33.33%
		420710	- 321		Printing/Litho Costs	1,000	500	-50.00%
		420710	- 335		Dues & Memberships	350	350	
		420710	- 345		Phone Basic	3,201	3,500	9.34%
		420710	- 346		Phone LD	400	400	
		420710	- 357		Contracted Services	12,000	10,000	-16.67%
		420710	- 369		Other Repair & Maintenance	1,000	500	-50.00%
		420710	- 371		Mileage-County Vehicle	500	750	50.00%
		420710	- 373		Meals, Lodging, Incidentals	500	250	-50.00%
		420710	- 374	00210	Common Carrier	25,000	24,585	-1.66%
		420710	- 380		General Training (Staff)	8,540	8,234	-3.58%
					Operations	54,784	52,369	-4.41%
<b><u>Right-to-Know Administration</u></b>								
1000	- 191	420713	- 210		Office Supplies	150	150	
		420713	- 311		Postage	478	478	
		420713	- 321		Printing/Litho Costs	500	500	
		420713	- 357		Contracted Services	9,000	10,500	16.67%
					Operations	10,128	11,628	14.81%
					Personnel	74,493	78,091	4.83%
					Operations	64,912	63,997	-1.41%
						139,405	142,088	1.92%

Statement of Revenue

			2003-2004	2004-2005	
			Amended	Proposed	% Change
<b>Non-Tax Revenue</b>					
<b><u>Emergency Services - Emergency Management</u></b>					
1000-191	331110	Emergency Match-FEMA	50,000	50,000	
	365021	Right-To-Know	9,000	10,500	16.67%
			<u>59,000</u>	<u>60,500</u>	2.54%

## NARRATIVE

FUND 1000

Office of Emergency Services/ 9-1-1

---

The primary function of the Communications Department is to provide support services to the various county departments and other outside governmental units and non-profit agencies. The types and levels of services are determined by the Board of County Commissioners. The primary programs of the department are as follows:

1. The communications Program involves the planning, development and maintenance of Missoula County's emergency and administrative communications system. This includes the 9-1-1 Center, remote microwave sites, paging system and frequency coordination.
2. The 9-1-1 Emergency Center involves the provision of dispatch services to 23 first responders located in and around Missoula County, including law enforcement, emergency medical, and fire.

**MISSOULA COUNTY 9-1-1 COMMUNICATIONS CENTER  
PERFORMANCE MEASURES**

Call Type	Calendar Year								3-year Growth %	Annualized Growth %
	2000		2001		2002		2003			
Sheriff	27,940	37%	27,992	38%	30,169	38%	27,083	36%	-3.1%	4.6%
City Police	45,697	60%	43,113	58%	46,368	58%	44,315	60%	-3.0%	0.4%
Other Agencies	2,613	3%	2,735	4%	3,027	4%	2,905	4%	11.2%	14.0%
Law Enforcement	<u>76,250</u>	<u>76%</u>	<u>73,840</u>	<u>75%</u>	<u>79,564</u>	<u>77%</u>	<u>74,303</u>	<u>74%</u>	<u>-2.6%</u>	<u>2.4%</u>
Fire *	7,369	7%	7,142	7%	7,424	7%	8,110	8%	10.1%	3.9%
Medical - Ambulance	6,298	6%	6,328	6%	6,950	7%	7,351	7%	16.7%	12.2%
Unassigned	10,497	10%	11,366	12%	9,868	10%	10,055	10%	-4.2%	-4.3%
Total Calls	<u>100,414</u>	<u>100%</u>	<u>98,676</u>	<u>100%</u>	<u>103,806</u>	<u>100%</u>	<u>99,819</u>	<u>100%</u>	<u>-0.6%</u>	<u>2.2%</u>
Budgeted FTE's	<u>25.9</u>		<u>25.0</u>		<u>25.4</u>		<u>26.2</u>		<u>1.2%</u>	<u>-0.8%</u>
Calls per FTE	<u>3,877</u>		<u>3,947</u>		<u>4,084</u>		<u>3,810</u>		<u>-1.7%</u>	<u>3.0%</u>

\* - Represents fire and medical calls dispatched to fire departments

**PERSONNEL**

**EMERGENCY SERVICES - 9-1-1**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>
Director	1	33.61	2080 69,909
Center Manager	1	24.23	2080 50,398
9-1-1 Shift Supervisor I	1	22.23	2080 46,238
9-1-1 Shift Supervisor I	1	20.25	2080 42,120
9-1-1 Shift Supervisor I	1	16.79	2080 34,923
9-1-1 Shift Supervisor I	1	22.33	2080 46,446
Shift Leader	1	15.09	2080 31,387
Shift Leader	1	13.75	2080 28,600
Shift Leader	1	13.75	2080 28,600
Shift Leader	1	13.75	2080 28,600
9-1-1 Training Coordinator	1	16.74	2080 34,819
Dispatcher	1	13.75	2080 28,600
Dispatcher	1	12.85	2080 26,728
Dispatcher	1	13.11	2080 27,269
Dispatcher	1	12.80	2080 26,624
Dispatcher	1	11.71	2080 24,357
Dispatcher	1	11.71	2080 24,357
Dispatcher	1	12.55	2080 26,104
Dispatcher	1	12.55	2080 26,104
Dispatcher	1	12.25	2080 25,480
Dispatcher	1	13.11	2080 27,268
Dispatcher	1	12.80	2080 26,624
Dispatcher	1	12.25	2080 25,480
Dispatcher	1	11.95	2080 24,856
Dispatcher	1	12.25	2080 25,480
Dispatcher	1	11.71	2080 24,357
Dispatcher	1	11.71	2080 24,358
Communications System Coordinator	1	22.67	2080 47,195
Training	0.24	15.87	496 7,872
Annual Merit Reserve			47,836
Overtime			51,000
<u>Fringe Benefits</u>			<u>253,860</u>
<b>TOTALS</b>	<b>28.24</b>		<b>1,263,849</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Emergency Services - 9-1-1 Center</u></b>								
1000	- 192	420755	- 111		Permanent Salaries	775,499	806,337	3.98%
		420755	- 121		OT Full-Time	40,000	40,000	
		420755	- 141		Fringe Benefits	236,372	227,710	
		420755	- 192		Annual Merit Reserve	27,992	42,646	52.35%
					Personnel	1,079,863	1,116,693	3.41%
1000	- 192	420755	- 209		Tech Supplies	1,400	2,500	78.57%
		420755	- 210		Office Supplies	6,150	6,150	
		420755	- 311		Postage	463	463	
		420755	- 321		Printing/Litho Costs	1,000	1,000	
		420755	- 334		Books Resource Suscriptions	1,000	750	-25.00%
		420755	- 335		Dues & Memberships	900	900	
		420755	- 336		Public Relations Material	350	650	85.71%
		420755	- 357		Contracted Services (Mediation)	-	7,500	100.00%
		420755	- 371		Mileage-County Vehicle	250	1,200	380.00%
		420755	- 373		Meals, Lodging, Incidentals	1,000	700	-30.00%
		420755	- 385		Testing	300	300	
		420755	- 535		Site Leases	3,800	4,000	5.26%
					Operations	16,613	26,113	57.18%
1000	- 192	420755	- 946		Capital-Technical	68,130	48,000	-29.55%
		420755	- 947		Capital-Vehicle (Snowmobiles)	15,650	-	-100.00%
					Capital	83,780	48,000	-42.71%

**Emergency Services - 9-1-1 Center - Quarter Expenditures**

1000	- 192	420756	- 111		Permanent Salaries	42,667	44,081	3.31%
		420756	- 121		OT Full-Time	10,000	10,000	
		420756	- 141		Fringe Benefits	13,005	12,448	-4.28%
		420756	- 192		Annual Merit Reserve	1,540	2,536	64.68%
					Personnel	67,212	69,065	2.76%
1000	- 192	420756	- 345		Phone Basic	30,000	110,000	266.67%
		420756	- 346		Phone LD	2,000	1,500	-25.00%
		420756	- 357		Contracted Services	72,600	42,500	-41.46%
					<i>E 9-1-1 Consulting</i>			
					<i>Recorder Mtc</i>			
					<i>CJIN</i>			
					<i>LOGISYS</i>			
		420756	- 369		Other Repair & Maintenance	5,000	2,500	-50.00%
		420756	- 380		General Training (Staff)	15,000	15,000	
					Operations	124,600	171,500	37.64%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
1000	- 192	420756	- 946		Capital-Technical			
					<i>Update CAD Servers</i>	36,000	-	-100.00%
					<i>Monitors &amp; Keyboards</i>	-	5,000	100.00%
					<i>CAD Software</i>	-	5,150	100.00%
					<i>Laptop</i>	-	19,730	100.00%
					<i>CAD Software (Aerial Photo)</i>	-	8,500	100.00%
					<i>Fire Dispatch Protocol Software</i>	-	50,000	100.00%
					<i>Install Combiner</i>	30,000	-	-100.00%
					<i>E911 Equipment</i>	360,000	22,059	-93.87%
					<i>Generator</i>	9,000	-	-100.00%
					<i>Upgrade Radio</i>	136,000	-	-100.00%
					Capital	571,000	110,439	-80.66%

Emergency Services - Equipment

1000	- 192	420758	- 946		Capital-Technical Equipment	25,125	-	-100.00%
					Capital	25,125	-	-100.00%

Emergency Services - Equipment - Quarter Expenditures

1000	- 192	420759	- 357		Contracted Services	82,500	82,500	
					<i>Radio Mtc</i>			
					<i>Microwave Tuning</i>			
					<i>Internal Support Contracts- Mapping-IS</i>			
		420759	- 369		Other Repair & Maintenance	20,000	20,000	
					Operations	102,500	102,500	
1000	- 192	521000	- 821		Transfer to Technology Fund	1,600	1,600	
					Transfers Out	1,600	1,600	
					Personnel	1,147,075	1,185,758	3.37%
					Operations	243,713	300,113	23.14%
					Capital	679,905	158,439	-76.70%
					Transfers Out	1,600	1,600	
						2,072,293	1,645,910	-20.58%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b>Non-Tax Revenue</b>					
<b><u>Emergency Services - 9-1-1</u></b>					
1000-192	335080	9-1-1 Participation	865,312	452,493	-47.71%
			865,312	452,493	-47.71%
	383016	Transfer from CIP	25,000	-	
		Total Transfers In	25,000	-	-100.00%
		Total Emergency Services - 9-1-1 Revenue	890,312	452,493	-49.18%

## NARRATIVE

FUND 1000

Human Resources

---

The Department Human Resources provides human resource management services for Missoula County, including:

- Recruitment and selection;
- Employee orientation;
- Compliance with state and federal employment laws;
- Training and development;
- Compensation;
- Return to work and accommodation of injured workers;
- Employee benefits;
- Labor/employee relations and collective bargaining;
- Job analysis and job evaluation;
- Accommodating employees with disabilities
- Creating and maintaining employee records; and
- Policies and procedures.

The department works with managers, supervisors, elected officials and other county employees on a wide variety of employment-related issues. The department has responsibility for developing, revising and administering personnel policies and procedures, which are adopted by the Board of County Commissioners.

**PERSONNEL**

**HUMAN RESOURCES**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Personnel & Labor Relations Director	1	33.61	2080	69,909
Senior Personnel Analyst	1	23.58	2080	49,046
Personnel Analyst I	1	21.43	2080	44,574
HR Specialist-Payroll/Benefits	1	14.27	2080	29,682
HR Specialist-Personnel/Labor Relator	1	13.75	2080	28,600
Senior Secretary	1	9.74	2080	20,259
Annual Merit Reserve				11,852
<u>Fringe Benefits</u>		<u>        </u>		<u>79,593</u>
<b>TOTALS</b>		<b>6</b>		<b>333,515</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Human Resources</u>								
1000	- 220	410810	- 111		Permanent Salaries	233,668	242,070	3.60%
		410810	- 141		Fringe Benefits	69,820	79,593	14.00%
		410810	- 192		Annual Merit Reserve	8,406	11,852	40.99%
					Personnel	311,894	333,515	6.93%
1000	- 220	410810	- 210		Office Supplies	2,500	2,500	
		410810	- 311		Postage	2,127	2,127	
		410810	- 321		Printing/Litho Costs	1,650	1,650	
		410810	- 324		Copy Costs	300	300	
		410810	- 334		Books Resource Suscriptions	800	800	
		410810	- 335		Dues & Memberships	550	550	
		410810	- 339		Recruitment	13,000	13,000	
		410810	- 345		Phone Basic	2,998	2,998	
		410810	- 346		Phone LD	1,000	1,000	
		410810	- 357		Contracted Services	5,000	5,000	
		410810	- 362		Office Equipment Mtc	800	800	
		410810	- 371		Mileage-County Vehicle	150	150	
		410810	- 373		Meals, Lodging, Incidentals	100	100	
		410810	- 380		General Training (Staff)	27,000	20,000	-25.93%
		410810	- 381		Tuition/Registration Fees	5,000	5,000	
		410810	- 382		Training Pool	64,800	65,200	0.62%
					Operations	127,775	121,175	-5.17%
1000	- 220	410810	- 945		Capital-Office Equipment	5,750	-	-100.00%
					Capital	5,750	-	-100.00%
					Personnel	311,894	333,515	6.93%
					Operations	127,775	121,175	-5.17%
					Capital	5,750	-	-100.00%
						445,419	454,690	2.08%

# NARRATIVE

FUND 1000

Information Services

Information Services performs the function of providing service-oriented County departments with needed automated systems. The principal value of this department is the efficient manipulation of large quantities of specific data. The primary functions of the Department are defined below:

## Purpose of Data Processing

- To Provide Support Services to Functional Departments
- To Provide Technical Information and Recommendations
- To Coordinate the Overall Training Program on Automation
- To Provide Assistance in Purchasing Hardware and Software
- To Provide Recommendations on Automation Standards

## Purpose of the Local Area Network

- To Enhance Communications and the Flow of Information
- To Ensure Back-up is Provided
- To Provide Efficient Use of Software Licenses
- To Provide Ease of Management of Large Number of PC Users
- To Provide Efficient Use of Peripheral Hardware
- To Enhance Productivity
- To Provide Access to New Technology

## Purpose of Mainframe\Data Base Server

- To Provide Efficient Storage of Data
- To Provide Efficient Access to Large Volumes of Data
- To Provide Ease of Manipulating Data
- To Enhance Productivity
- To Provide a High Level of Data Security
- To Provide Efficient Access of Data to Outside Agencies and Businesses
- To Provide Guaranteed Back-up
- To Provide High Reliability
- To Provide for High Volume Transaction Processing

**PERSONNEL**

**INFORMATION SERVICES**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Director - Information Systems	1	33.61	2080	69,909
Technical Services Supervisor	1	24.41	2080	50,773
Senior Programmer Analyst	1	24.22	2080	50,378
Computer Specialist - Network	1	20.30	2080	42,224
I S Network Specialist	1	22.61	2080	47,029
Computer Ops Specialist	1	18.85	2080	39,208
Computer Specialist	1	20.15	2080	41,912
Computer Apps Support Specialist	1	19.10	2080	39,728
Computer Specialist	1	18.38	2080	38,230
PC Maintenance Specialist	1	14.15	2080	29,424
On-Call				5,500
Over-Time				10,000
Annual Merit Reserve				21,317
<u>Fringe Benefits</u>				<u>144,251</u>
<b>TOTALS</b>	<b>10</b>			<b>629,883</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Information Services</u>								
1000	- 230	411300	- 111		Permanent Salaries	427,960	448,815	4.87%
		411300	- 113		On-Call (Weekday)	2,000	2,500	25.00%
		411300	- 121		OT Full-Time	10,000	10,000	
		411300	- 125		On-Call (\$25)	3,000	3,000	
		411300	- 141		Fringe Benefits	127,535	144,251	13.11%
		411300	- 192		Annual Merit Reserve	15,390	21,317	38.51%
					Personnel	<u>585,885</u>	<u>629,883</u>	<u>7.51%</u>
1000	- 230	411300	- 210		Office Supplies	1,500	1,500	
		411300	- 214		Computer Supplies	14,000	13,500	-3.57%
		411300	- 321		Printing/Litho Costs	250	250	
		411300	- 324		Copy Costs	200	200	
		411300	- 334		Books Resource Suscriptions	2,000	2,500	25.00%
		411300	- 345		Phone Basic	7,051	7,051	
		411300	- 346		Phone LD	1,000	1,000	
		411300	- 371		Mileage-County Vehicle	1,000	1,000	
		411300	- 372		Mileage-Private Vehicle	1,000	1,000	
		411300	- 373		Meals, Lodging, Incidentals	500	500	
					Operations	<u>28,501</u>	<u>28,501</u>	
1000	- 230	521000	- 821		Transfer to Technology Fund	<u>6,800</u>	<u>2,400</u>	<u>-64.71%</u>
					Transfers Out	<u>6,800</u>	<u>2,400</u>	<u>-64.71%</u>
					Personnel	585,885	629,883	7.51%
					Operations	28,501	28,501	
					Transfers Out	<u>6,800</u>	<u>2,400</u>	<u>-64.71%</u>
						<u>621,186</u>	<u>660,784</u>	<u>6.37%</u>

**PERSONNEL**

**INFORMATION SYSTEMS - TELEPHONE SERVICES**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Telephone Services Supervisor	1	15.23	2080	31,678
Telephone Services Clerk	1	13.22	2080	27,498
Telephone Services Clerk	1	11.09	2080	23,067
Telephone Services Clerk	0.25	9.56	520	4,971
Technical Support	0.025	27.25	52	1,418
Overtime				500
Annual Merit Reserve				4,954
<u>Fringe Benefits</u>				<u>34,646</u>
<b>TOTALS</b>		<b>3.275</b>		<b>128,732</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Telephone Services - PBX</u>								
6031	- 000	500310	- 111		Permanent Salaries	75,952	88,632	16.69%
		500310	- 112		Temporary Salaries	4,850	-	-100.00%
		500310	- 121		OT Full-Time	500	500	
		500310	- 141		Fringe Benefits	30,826	34,646	12.39%
		500310	- 192		Annual Merit Reserve	2,895	4,954	71.12%
					Personnel	115,023	128,732	11.92%
6031	- 000	500310	- 209		Tech Supplies	39,800	39,800	
		500310	- 210		Office Supplies	1,200	1,200	
		500310	- 321		Printing/Litho Costs	200	150	-25.00%
		500310	- 324		Copy Costs	1,000	1,000	
		500310	- 335		Dues & Memberships	300	300	
		500310	- 345		Phone Basic	1,536	1,635	6.45%
		500310	- 346		Phone LD	200	200	
		500310	- 347		Long Distance Provider	24,500	25,000	2.04%
		500310	- 357		Contracted Services	75,000	75,000	
		500310	- 535		Technical Equipment Rent/Lease	103,725	86,000	-17.09%
					Operations	247,461	230,285	-6.94%
					Personnel	115,023	128,732	11.92%
					Operations	247,461	230,285	-6.94%
					Capital	-	-	
						362,484	359,017	-0.96%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b>Non-Tax Revenue</b>					
<b><u>Telephone Services - PBX</u></b>					
6031-000	341008	Revenue from City	110,000	110,000	
	393001	Department Reimbursements	5,000	4,825	-3.50%
	393002	PBX Reimbursement-Phone Base	241,022	242,100	0.45%
		Telephone Services Non-Tax revenue	356,022	356,925	0.25%
6031-000	383006	Transfer from General	35,757	-	-100.00%
		Transfers In	35,757	-	-100.00%
		Telephone Services Total Revenue	391,779	356,925	-8.90%

## NARRATIVE

FUND 1000

Central Services

---

The primary function of the Central Services Department is to provide support services to various County Departments and other outside governmental units and non-profit agencies on a contractual basis. The Board of County Commissioners determines the types and levels of service. The primary programs include:

1. The Fixed Asset Program involves the tracking of all County property from initial purchase to final disposition. This includes all equipment with an acquisition price greater than \$500 and real property whether purchased, donated, or acquired through tax deed.
2. The purchasing function of the department involves the centralized purchase of small supplies and materials, and the coordination of the competitive bid purchase function.
3. The printing function involves the in-house printing of material as well as the coordination of outside printing services. This also includes management of the County's copier pool.
4. The postage function involves the centralized coordination of mailings with the United States Post Office, bulk mailings and priority mail.
5. The County Motor Pool provides a fleet of cars, trucks, and four-wheel drives for use by County personnel.

**PERSONNEL**

**CENTRAL SERVICES**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
CS Bidding Position	1	14.87	2080	30,930
Purchasing & Supply Tech	1	16.21	2080	33,717
Purchasing & Supply Tech	0.75	12.32	1560	19,219
Printing Tech	1	14.71	2080	30,597
Temporay Salaries				5,524
Annual Merit Reserve				6,177
<u>Fringe Benefits</u>				<u>46,383</u>
<b>TOTALS</b>		<b>3.75</b>		<b>172,547</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Central Stores - Motor Pool</u></b>								
1000	- 240	500100	- 111		Permanent Salaries	9,744	10,350	6.22%
		500100	- 141		Fringe Benefits	4,151	4,033	-2.84%
		500100	- 192		Annual Merit Reserve	375	554	47.73%
					Personnel	14,270	14,937	4.67%
1000	- 240	500100	- 231		Gas & Diesel Fuel	13,000	14,300	10.00%
		500100	- 233		Vehicle Repairs	10,700	10,700	
					Operations	23,700	25,000	5.49%
<b><u>Central Stores - Repurchase</u></b>								
1000	- 240	500200	- 311		Postage	305,000	224,785	-26.30%
		500200	- 369		Other Repair & Maintenance <i>Typewriters</i>	2,028	2,028	
		500200	- 565		Purchases-Resale	35,000	35,000	
					Operations	342,028	261,813	-23.45%
<b><u>Central Stores - Materials Management</u></b>								
1000	- 240	500210	- 111		Permanent Salaries	69,998	73,516	5.03%
		500210	- 112		Temporary Salaries	-	5,524	100.00%
		500210	- 141		Fringe Benefits	29,819	30,426	2.04%
		500210	- 192		Annual Merit Reserve	2,696	3,973	47.37%
					Personnel	102,513	113,439	10.66%
1000	- 240	500210	- 210		Office Supplies	2,000	2,000	
		500210	- 311		Postage	538	538	
		500210	- 321		Printing/Litho Costs	500	500	
		500210	- 331		Ad/Legal Publications	200	200	
		500210	- 334		Books Resource Suscriptions	100	100	
		500210	- 345		Phone Basic	1,536	1,536	
		500210	- 346		Phone LD	100	100	
		500210	- 362		Office Equipment Mtc	6,000	6,000	
					Operations	10,974	10,974	

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Central Stores - Copier Pool</u></b>								
1000	- 240	500211	- 369		Equipment Repair & Maintenance	10,000	11,000	10.00%
					Operations	10,000	11,000	10.00%
<b><u>Central Stores - Printing</u></b>								
1000	- 240	500300	- 111		Permanent Salaries	29,099	30,597	5.15%
		500300	- 141		Fringe Benefits	12,396	11,924	-3.81%
		500300	- 192		Annual Merit Reserve	1,121	1,650	47.19%
					Personnel	42,616	44,171	3.65%
1000	- 240	500300	- 212		Printing, Duplication, & Supplies	60,000	60,000	
		500300	- 369		Other Repair & Maintenance	19,000	19,000	
					Operations	79,000	79,000	
1000	- 240	500300	- 946		Capital-Technical	6,700	-	-100.00%
					Capital	6,700	-	-100.00%
1000	- 240	521000	- 828		Transfer to CIP			
					<i>FY02 Intercap-Copiers</i>	12,433	12,446	
					<i>FY03 Intercap-Copiers</i>	6,799	23,663	
					<i>FY04 Intercap-Copiers</i>	-	1,722	
					<i>FY02 Intercap-Motor Pool</i>	16,257	16,594	
					<i>FY03 Intercap-Motor Pool</i>	6,521	19,940	
					<i>FY04 Intercap-Motor Pool</i>	-	12,626	
					Transfers Out	42,010	86,991	107.07%
					Personnel	159,399	172,547	8.25%
					Operations	465,702	387,787	-16.73%
					Capital	6,700	-	-100.00%
					Transfer Out	42,010	86,991	107.07%
						673,811	647,325	-3.93%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<b>Non-Tax Revenue</b>					
<b><u>Central Stores</u></b>					
1000-240	391100	Motor Pool-Charge Back	71,275	74,839	5.00%
	392100	Printing/Litho Reimbursement	72,000	72,576	0.80%
	392200	Copier Reimbursement	29,232	48,831	67.05%
	392300	Postage Reimbursement	305,000	224,785	-26.30%
	392400	Supplies	36,641	37,028	1.06%
			<u>514,148</u>	<u>458,059</u>	<u>-10.91%</u>

## NARRATIVE

FUND 1000

Superintendent of Schools

---

The position of the County Superintendent of Schools is elected by the public for a four-year term. The officeholder is required to be a certified teacher with at least three years of teaching experience.

The County Superintendent has general supervision of the public schools of the County. This supervision includes financial concerns, transportation and tuition as well as other centralized clerical and administrative functions prescribed by law. The Superintendent also provides general supervision of the home schools in the County.

The Superintendent has direct supervision over four Class III schools in the County, assisting the trustees with budgeting and finance; recruitment; placement and supervision of teachers; curriculum development; teacher in-service training and other school matters.

The County Superintendent is the prime fiscal agent for the Special Education Cooperative. The office provides a framework for other such cooperative ventures within the County.

This office contracts with Mineral County to provide some of the services required by law.

In general, this office functions as the central source for information on education as well as a clearinghouse and distribution center for such information for all County residents.

**PERSONNEL**

**SUPERINTENDENT OF SCHOOLS**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
County Superintendent of Schools	1	29.36	2080	61,069
School Finance Officer	1	19.51	2080	40,581
Administrative Aide	0.9	16.08	1872	30,102
Overtime				5,000
Annual Merit Reserve				6,247
<u>Fringe Benefits</u>				<u>39,064</u>
<b>TOTALS</b>		2.9		182,063

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Superintendent of Schools</u>								
1000	- 270	411601	- 111		Permanent Salaries	128,991	131,752	2.14%
		411601	- 121		OT Full-Time	5,000	5,000	
		411601	- 141		Fringe Benefits	37,111	39,064	5.26%
		411601	- 192		Annual Merit Reserve	2,780	6,247	124.71%
					Personnel	173,882	182,063	4.70%
1000	- 270	411601	- 210		Office Supplies	1,000	1,000	
		411601	- 228		Curriculum Materials	300	250	-16.67%
		411601	- 311		Postage	1,140	1,090	-4.39%
		411601	- 321		Printing/Litho Costs	1,300	1,300	
		411601	- 324		Copy Costs	300	300	
		411601	- 334		Books Resource Suscriptions	921	921	
		411601	- 335		Dues & Memberships	900	900	
		411601	- 338		Transcripts	1,100	1,100	
		411601	- 345		Phone Basic	1,200	1,200	
		411601	- 346		Phone LD	450	400	-11.11%
		411601	- 357		Contracted Services	2,775	2,775	
		411601	- 362		Office Equipment Mtc	150	150	
		411601	- 372		Mileage-Private Vehicle	1,500	1,700	13.33%
		411601	- 373		Meals, Lodging, Incidentals	650	650	
		411601	- 380		General Training (Staff)	300	250	-16.67%
		411601	- 530		Rent	5,000	5,000	
					Operations	18,986	18,986	
					Personnel	173,882	182,063	4.70%
					Operations	18,986	18,986	
						192,868	201,049	4.24%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b>Non-Tax Revenue</b>					
<b><u>Superintendent Of Schools</u></b>					
1000-270	341008	Mineral County	3,300	3,300	
		Non-Tax Revenue	3,300	3,300	
1000-270	383034	Transfer from Risk Management	5,000	5,000	
		Total Transfers In	5,000	5,000	
Total Superintendent of Schools Revenue			8,300	8,300	

## NARRATIVE

FUND 1000

Financial Administration

---

The Financial Administration Department was established to account for those expenditures and revenues within the General Fund, which cannot be allocated to a specific department, such as audit cost, SID assessments, etc. This department is under the direct administrative jurisdiction of the Board of County Commissioners.

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b>Financial Admin</b>								
1000	- 891	410510	- 335		Dues & Memberships	19,000	23,560	24.00%
		410510	- 352		Legal Services (ACLU Lawsuit)	40,000	-	-100.00%
		410510	- 357		Contracted Services			
				00005	<i>Legislative Initiative</i>	8,250	23,250	181.82%
					<i>Blackfoot Corridor</i>	5,000	5,000	
				00066	<i>Building Code Program</i>	19,500	10,000	-48.72%
					<i>Missoula Area Economic Forum</i>	500	300	-40.00%
					<i>Community Councils</i>	2,000	2,000	
					<i>Impact Fee Study</i>	6,440		-100.00%
				00067	<i>Co-op Housing</i>	5,000	5,000	
					<i>MRTMA (Rideshare)</i>	5,000	5,000	
					<i>Spay/Neuter Clinic</i>	500	500	
					<i>GIS &amp; RMS</i>	18,310	-	-100.00%
				00059	<i>County Match Grant Creek PMP</i>	147,911	-	-100.00%
		410510	- 373		Meals (City-County Picnic)	1,500	1,500	
		410510	- 384		Seminars (CPR Training)	-	5,500	100.00%
		410510	- 395		Psych Exams Other	160,000	160,000	
		410510	- 540		Spec Tax/Assessments	25,000	25,000	
		410510	- 591		NWE Contingency	300,000	-	-100.00%
		410510	- 591		Health Insurance Trust Contingency	-	300,000	100.00%
		410510	- 700		Grants & Contributions			100.00%
					<i>CASA</i>	10,000	-	-100.00%
					<i>Specialized Transportation</i>	25,750	26,588	3.25%
					<i>Seeley-Swan Hospital District</i>	13,499	-	-100.00%
					<i>Lewis &amp; Clark Commission</i>	-	10,000	100.00%
		410510	- 732		Research Projects			
					<i>Local Gov't Study Commission</i>	-	57,676	
		410510	- 791		Special Projects	22,538	13,843	
		410510	- 811		Claims	21,000	-	
					Operations	856,698	674,717	-21.24%
1000	- 891	521000	- 820		Transfers			100.00%
					<i>District Court (Public Defenders)</i>	90,000	-	
					<i>Telephone Services</i>	35,757	-	
					<i>Park (Ft Msla Restroom)</i>	10,000	-	
					<i>Detention-Msla Correctional Services</i>	280,213	321,704	
					<i>Detention-State Contract Contingency</i>	324,123	-	
1000	- 891	521000	- 821		Transfer-Technology	138,790	132,925	-4.23%
		521000	- 822		Transfer-Animal Control	23,806	23,806	
		521000	- 822		Transfer-Animal Control (Sidewalks)	6,500	-	-100.00%
		521000	- 823		Transfer-Planning	249,923	272,380	8.99%
		521000	- 823		Transfer-Planning (MIM Match)	6,700	6,700	
		521000	- 823		Transfer-Planning (Lump-sum)	-	5,114	100.00%
		521000	- 824		Transfer-Museum	9,379	9,379	

### Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
		521000	- 824		Transfer-Art Mus (Capital Campaign)	25,000	-	-100.00%
		521000	- 825		Transfer-Mental Health	75,756	75,756	
		521000	- 827		Transfer-Road (Lolo Walkway)	-	12,500	100.00%
		521000	- 828		Transfer-Capital (Warehouse Debt)	207,990	60,810	
		521000	- 828		Transfer-Capital (Courthouse Reno)	-	110,235	
		521000	- 828		Transfer-Capital (Hybrid Upgrade)	-	10,000	
		521000	- 865		Transfer-Employee Benefits	-	12,500	100.00%
		521000	- 869		Transfer-Fair (Capital Projects)	-	15,500	100.00%
		521000	- 871		Transfer-Trust			
			820		Transfer-CBP	<i>350,000</i>	<i>250,000</i>	-28.57%
					<i>Courthouse Building Reserve</i>	<i>500,000</i>	<i>300,000</i>	-40.00%
		521000	- 876		Transfer-PHC (Lump-sum)	-	21,104	
		521000	- 891		Transfer to Public Safety	<u>28,654</u>	<u>-</u>	<u>-100.00%</u>
					Transfers Out	<u>2,362,591</u>	<u>1,640,413</u>	<u>-30.57%</u>
					Operations	856,698	674,717	-21.24%
					Transfers Out	<u>2,362,591</u>	<u>1,640,413</u>	<u>-30.57%</u>
						<u>3,219,289</u>	<u>2,315,130</u>	<u>-28.09%</u>

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b>Non-Tax Revenue</b>					
<b><u>Financial Administration</u></b>					
1000-891	331100	Flood Control Grant	400,000	-	-100.00%
	333040	PILT	342,578	400,000	16.76%
	334140	Cultural Aesthetic Grants	10,000	-	
	338005	MRA Tax Return	20,000	20,000	
	361000	Rent- CVA	3,000	3,000	
		Non-Tax Revenue	<u>775,578</u>	<u>423,000</u>	<u>-45.46%</u>
1000-891	383002	Transfer from Permissive Medical Levy	90,502	190,665	110.67%
	383042	Transfer from Larchmont	16,557	15,703	-5.16%
		Total Transfers In	<u>107,059</u>	<u>206,368</u>	<u>92.76%</u>
		Total Financial Admin Revenue	<u>882,637</u>	<u>629,368</u>	<u>-28.69%</u>
		General Fund Tax Revenue	5,890,477	6,238,356	5.91%
		General Fund Non-Tax Revenue	6,006,836	5,360,814	-10.75%
		General Fund Transfers In	209,171	256,496	22.63%
		General Fund Total Revenue	<u>12,106,484</u>	<u>11,855,666</u>	<u>-2.07%</u>

## NARRATIVE

FUND 1000

Public Works-Surveyors

---

The Surveyor Department is administered by the County Surveyor and performs duties as assigned by the County Commissioners. The duties consist of review of all surveys filed in Missoula County for errors, omissions, and standards. They also include recovery and perpetuation of original land survey monuments in both the City and County and interdepartmental public service projects. The department also maintains survey records and maps and makes this information available to the public. The mapping will be updated and computerized in order to provide more accurate maps to the public and for department use.

The Public Works function is administered by the County Surveyor and performs duties as assigned by the County Commissioners. These duties consist of miscellaneous public works activities not assigned to other departments. These include non-building structures, dikes, and drainage facilities. The department also provides equipment, mechanics and engineers to support other County departments.

**PERSONNEL**

**SURVEYOR**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>
Assistant PW Director/Public Surveyor	1	29.98	62,358
Administrative Secretary	1	14.93	31,054
Administrative Secretary	1	14.11	29,349
Cartographic Supervisor	1	21.43	44,574
Cartographer II	1	14.18	29,494
Cartographer I /GIS Tech	0.5	12.27	12,761
GIS Analyst	1	18.19	37,835
Land Surveyor Supervisor	1	22.47	46,738
Survey Party Chief	1	20.43	42,494
Survey Tech III	1	18.19	37,835
Overtime			7,000
Annual Merit Reserve			18,584
<u>Fringe Benefits</u>			<u>119,961</u>
<b>TOTALS</b>	<b>9.500</b>		<b>520,037</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Surveyor</u>								
1000	- 530	430100	- 111		Permanent Salaries	236,079	249,828	5.82%
		430100	- 121		OT Full-Time	5,000	5,000	
		430100	- 141		Fringe Benefits	75,769	80,109	5.73%
		430100	- 192		Annual Merit Reserve	8,598	12,203	41.93%
					Personnel	325,446	347,140	6.67%
1000	- 530	430100	- 209		Tech Supplies	2,800	2,800	
		430100	- 210		Office Supplies	3,000	3,000	
		430100	- 340		Heat, Light & Water	850	850	
		430100	- 345		Phone Basic	3,300	3,300	
		430100	- 362		Office Equipment Mtc	7,000	7,000	
		430100	- 373		Meals, Lodging, Incidentals	1,000	1,000	
					Operations	17,950	17,950	
1000	- 530	430100	- 945		Capital-Office Equip (File Cabinet)	5,100	-	-100.00%
		430100	- 945		Capital-Office (Scanner/File Folders)	-	5,130	100.00%
		430100	- 946		Capital-Tech Equip (GPS Radio)	3,500	-	-100.00%
		430100	- 947		Capital-Vehicle (Truck)	-	30,000	100.00%
					Capital	8,600	35,130	308.49%
<u>Surveyor - GIS</u>								
1000	- 530	430104	- 111		Permanent Salaries	118,747	124,664	4.98%
		430104	- 121		OT Full-Time	2,000	2,000	
		430104	- 141		Fringe Benefits	37,984	39,852	4.92%
		430104	- 192		Annual Merit Reserve	4,322	6,381	47.64%
					Personnel	163,053	172,897	6.04%
1000	- 530	430104	- 210		Office Supplies	1,900	1,900	
		430104	- 327		Map Preparation	1,700	1,700	
		430104	- 335		Dues & Memberships	500	500	
		430104	- 345		Phone Basic	1,400	1,400	
		430104	- 362		Office Equipment Mtc	7,500	11,750	56.67%
					Operations	13,000	17,250	32.69%
1000	- 530	430104	- 946		Capital-Tech Equip (AutoCAD)	4,500	3,800	-15.56%
					Capital	4,500	3,800	-15.56%
					Personnel	488,499	520,037	6.46%
					Operations	30,950	35,200	13.73%
					Capital	13,100	38,930	197.18%
						532,549	594,167	11.57%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b>Non-Tax Revenue</b>					
<b><u>Surveyors</u></b>					
1000-530	341010	Map Sales	6,500	7,500	15.38%
	343371	COS Fees	25,000	40,000	60.00%
	343372	GIS Services	10,000	10,000	
	343373	GIS Services - 9-1-1	10,000	10,000	
			<u>51,500</u>	<u>67,500</u>	<u>31.07%</u>
1000-530	383087	Transfer from Road	15,000	15,000	
	383018	Transfer from Park	400	-	-100.00%
Total Transfers in			<u>15,400</u>	<u>15,000</u>	<u>-2.60%</u>
Total Surveyor Revenue			<u><u>66,900</u></u>	<u><u>82,500</u></u>	<u><u>23.32%</u></u>

## NARRATIVE

FUND 2110

Public Works-Road

---

The Road Department is under the executive authority of the County Surveyor, an independent elected official, with specific duties and responsibilities assigned by State Codes. The department is divided into five programs:

1. The Road Maintenance Program consists of all summer and winter maintenance on the 224 miles of paved roads and 298 miles of gravel roads within the County road system.
2. The Traffic Program consists of maintaining all painting, signs, and traffic control devices on County Roads. It also consists of studies and recommendations on the installation and removal of traffic control devices.
3. The Engineering and Survey Program consists of all design and construction monitoring required for the construction and repair of County roads. It also provides engineering for road maintenance activities, the acquisition of road right-of-way, and periodic inspection of paved roads.
4. The Capital Program consists of the acquisition of equipment necessary to support the Road Department.
5. The Acquisition and Projects Program consists of projects, land, and structures to improve, expand, or support the County Road System. Projects are selected by the County Commissioners during the budget process.

**PERSONNEL**

**ROAD**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>
Public Works Director	0.5625	36.36	42,541
County Engineer	0.75	29.98	46,768
Road Mtc/Project Engineer	0.75	25.00	39,000
Engineering Tech III-Road	0.75	17.06	26,614
Engineering Tech III-Subd	0.75	18.63	29,062
Engineering Asst-Subd	0.75	10.76	16,786
Operations Analyst	0.2625	20.80	11,357
Admin Aide	0.75	18.57	28,969
Purchasing Agent	0.75	16.18	25,240
Office Manager	0.75	13.11	20,452
Inventory Clerk	0.5625	10.24	11,980
Field Survey Supervisor	0.75	22.48	35,068
Transportation Engineer	0.75	18.16	28,330
Shop Foreman	0.75	20.61	32,152
Vehicle Service Tech	0.75	19.11	29,812
Master Mechanic	0.75	20.44	31,886
Master Welder	0.75	19.80	30,888
Service Writer	0.75	20.36	31,762
IAM Machinist/Mechanic	0.75	19.85	30,966
IAM Machinist/Mechanic	0.75	19.94	31,106
IAM Machinist/Mechanic	0.75	20.04	31,262
Road Mtc Supervisor	0.75	23.87	37,237
Asst Road Mtc Supervisor	0.75	20.69	32,276
Asst Road Mtc Supervisor	0.75	20.93	32,650
Road Maintenance Worker	0.75	19.78	30,856
Road Maintenance Worker	0.75	19.63	30,622
Road Maintenance Worker	0.75	19.73	30,778
Road Maintenance Worker	0.75	19.59	30,560
Road Maintenance Worker	0.75	19.01	29,656
Road Maintenance Worker	0.75	18.98	29,608
Road Maintenance Worker	0.75	20.03	31,246
Road Maintenance Worker	0.75	19.14	29,858

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>
Road Maintenance Worker	0.75	17.00	26,520
Road Maintenance Worker	0.75	19.14	29,858
Road Maintenance Worker	0.75	20.27	31,621
Road Maintenance Worker	0.75	19.34	30,170
Road Maintenance Worker	0.75	19.07	29,749
Road Maintenance Worker	0.75	18.85	29,406
Road Maintenance Worker	0.75	19.04	29,702
Road Maintenance Worker	0.75	18.95	29,562
Road Maintenance Worker	0.75	20.27	31,621
Road Maintenance Worker	0.75	18.85	29,406
Road Maintenance Worker	0.75	19.49	30,404
Road Maintenance Worker	0.75	18.95	29,562
Road Maintenance Worker	0.75	18.98	29,608
Road Maintenance Worker	0.75	19.78	30,856
Road Maintenance Worker	0.75	18.60	29,016
Road Maintenance Worker	0.75	19.98	31,168
Seasonal Road Mtc Worker	0.1875	16.07	6,267
Seasonal Road Mtc Worker	0.1875	18.48	7,207
Seasonal Road Mtc Worker	0.1875	18.85	7,351
Overtime			45,000
Term Reserve			10,000
Annual Merit Reserve			74,558
<u>Fringe Benefits</u>			<u>518,872</u>
<b>TOTALS</b>	<b>35.7</b>		<b>2,104,832</b>

**Statement of Budget**

<u>Fund</u>	<u>Dept</u>	<u>BSEL</u>	<u>Obj</u>	<u>Proj</u>	<u>Account Title</u>	<u>2003-2004 Amended</u>	<u>2004-2005 Proposed</u>	<u>Percent Change</u>
<b><u>Public Works - Road Admin</u></b>								
2110	- 501	430100	- 111		Permanent Salaries	1,377,178	1,424,220	3.42%
		430100	- 112		Temporary Salaries	34,353	32,182	-6.32%
		430100	- 121		OT Full-Time	45,000	45,000	
		430100	- 141		Fringe Benefits	502,606	518,872	3.24%
		430100	- 191		Term Reserve	10,000	10,000	
		430100	- 192		Annual Merit Reserve	58,774	74,558	26.86%
					Personnel	<u>2,027,911</u>	<u>2,104,832</u>	<u>3.79%</u>
2110	- 501	430100	- 202		Range Expense	1,000	1,000	
		430100	- 209		Tech Supplies	500	500	
		430100	- 210		Office Supplies	9,000	9,000	
		430100	- 232		Radio Maintenance	2,500	2,500	
		430100	- 241		Tools & Materials	12,600	18,000	42.86%
		430100	- 340		Heat, Light, Water	38,000	36,000	-5.26%
		430100	- 341		Garbage Collection	3,400	3,400	
		430100	- 345		Phone Basic	13,000	13,000	
		430100	- 357		Contracted Services	17,000	17,000	
		430100	- 366		Building Maintenance & Repair	27,700	29,600	6.86%
		430100	- 373		Meals, Lodging, Incidentals	17,000	16,250	-4.41%
		430100	- 399		Waste Disposal	500	500	
		430100	- 530		Rent	11,000	11,000	
		430100	- 532		Land Rent/Lease	21,000	21,000	
		430100	- 535		Technical	<u>5,000</u>	<u>5,000</u>	
					Operations	<u>179,200</u>	<u>183,750</u>	<u>2.54%</u>
<b><u>Public Works - Road - Capital Projects</u></b>								
2110	- 501	430230	- 921	30034	Tiling (Msla Admin Office)	2,000	-	-100.00%
		430230	- 921	30036	Storage Area (Bridge/Steam Shed)	1,800	-	-100.00%
		430230	- 937	30020	Sprinkler/Landscaping (Msla)	7,500	-	-100.00%
		430230	- 937	30030	Overhead Bridge Crane (Msla Mtc)	48,000	-	-100.00%
		430230	- 937	30037	Fume Capture Unit (Msla Welding)	5,000	-	-100.00%
		430230	- 937	30039	Jones Road Culvert	-	10,000	100.00%
		430230	- 937	30043	Freezegard Pad, Tanks, Pumps	-	2,340	100.00%
		430230	- 937	30044	Parts Room Upgrade (Msla)	-	5,000	100.00%
		430230	- 937	30045	Chip Spreader Refurbish #512	-	25,000	100.00%
		430230	- 937	30046	Motor Grader Refurbish #335, 336	-	33,000	100.00%
		430230	- 937	30047	Motor Grader Spare Engine Refurbish	-	12,000	100.00%
		430230	- 937	30048	Spray on Lining-10 Sanders	-	8,500	100.00%
		430230	- 942	30015	Fleet Repainting	10,000	10,000	
		430230	- 945		Capital-Office Equip	1,800	4,450	147.22%
		430230	- 946		Capital-Tech Equip	75,700	41,050	-45.77%
		430230	- 947		Capital-Vehicle	721,200	98,000	-86.41%

## Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
		430230	- 952	30002	CTEP - Trolley Phase II	197,720	-	-100.00%
		430230	- 952	30002	CTEP - Frenchtown Walkway	250,000	250,000	
		430230	- 952	30002	CTEP - Cote Lane Walkway	92,000	-	-100.00%
		430230	- 952	30038	Beeler Road	100,000	-	-100.00%
					Capital	1,512,720	499,340	-66.99%
<b><u>Public Works - Engineering</u></b>								
2110	- 501	430231	- 353		County Attorney Chargeback	1,000	1,000	
		430231	- 357		Contracted Services	1,000	1,000	
		430231	- 358		Consultants	1,000	1,000	
						3,000	3,000	
<b><u>Public Works - Patching</u></b>								
2110	- 501	430242	- 241		Tools & Materials	1,000	1,000	
		430242	- 357		Contracted Services	1,200	1,000	-16.67%
		430242	- 471		Asphalt	400,000	300,000	-25.00%
		430242	- 472		Crack Sealant	5,000	5,000	
		430242	- 473		Tack Oil	5,000	7,500	50.00%
		430242	- 475		Dust Oil	-	-	100.00%
		430242	- 476		Soil Conditioner	-	100,000	100.00%
						412,200	414,500	0.56%
<b><u>Public Works - Other Maintenance</u></b>								
2110	- 501	430247	- 241		Tools & Materials	500	500	
		430247	- 340		Heat, Light, Water	700	2,000	185.71%
		430247	- 452		Gravel	14,000	11,000	-21.43%
						15,200	13,500	-11.18%
<b><u>Public Works - Fencing</u></b>								
2110	- 501	430248	- 209		Tech Supplies	800	700	-12.50%
		430248	- 241		Tools & Materials	1,000	500	-50.00%
		430248	- 357		Contracted Services	1,000	1,000	
		430248	- 417		Sumps	22,000	5,000	-77.27%
						24,800	7,200	-70.97%
<b><u>Public Works - Road Operations</u></b>								
2110	- 501	430250	- 452		Gravel (Gravel Prod)	15,000	20,000	33.33%
						15,000	20,000	33.33%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Public Works - Snow Removal</u></b>								
2110	- 501	430251	- 340		Heat, Light, Water	1,300	2,100	61.54%
		430251	- 453		Salt	59,000	55,000	-6.78%
						60,300	57,100	-5.31%
<b><u>Public Works - Street Cleaning</u></b>								
2110	- 501	430252	- 340		Heat, Light, Water	1,100	1,700	54.55%
						1,100	1,700	54.55%
<b><u>Public Works - Traffic &amp; Pedestrian Services</u></b>								
2110	- 501	430260	- 209		Tech Supplies	32,000	36,000	12.50%
		430260	- 241		Tools & Materials	800	1,000	25.00%
		430260	- 242		Sign Materials	14,000	14,000	
		430260	- 340		Heat, Light, Water	2,200	2,500	13.64%
		430260	- 357		Contracted Services	2,000	2,000	
		430260	- 411		Barricades	750	750	
		430260	- 423		Guard Rails	1,500	1,500	
						53,250	57,750	8.45%
<b><u>Public Works - Road Equipment Maintenance</u></b>								
2110	- 501	430330	- 226		Clothing	5,000	5,000	
		430330	- 233		Vehicle Repairs	171,500	198,000	15.45%
		430330	- 234		Welding Supplies	3,500	4,500	28.57%
		430330	- 239		Tires	25,000	25,000	
		430330	- 241		Tools & Materials	9,000	9,000	
		430340	- 231		Gas & Diesel Fuel	100,000	110,000	10.00%
		430340	- 235		Lubricants	10,000	10,000	
					Operations	324,000	361,500	11.57%
2110	- 501	521000	- 826		Transfer to General Fund	15,000	15,000	
			828		Transfer-Intercap Loan FY 02	80,200	80,700	0.62%
			828		Transfer-Intercap Loan FY 04	-	60,000	100.00%
					Transfers	95,200	155,700	100.00%
					Personnel	2,027,911	2,104,832	3.79%
					Operations	1,088,050	1,120,000	2.94%
					Capital	1,512,720	499,340	-66.99%
					Transfers	95,200	155,700	63.55%
						4,723,881	3,879,872	-17.87%

**Statement of Revenue**

			2003-2004 Amended	2004-2005 Proposed	% Change
<b><u>Road Fund Revenue</u></b>					
2110-000	311010	Property Tax Revenue	1,272,467	1,582,654	24.38%
	335230	State Entitlement Share	1,028,828	1,062,093	3.23%
		Road Fund Tax Revenue	2,301,295	2,644,747	14.92%
<b><u>Non-Tax Revenue</u></b>					
<b><u>Road Fund</u></b>					
2110-000	321041	Single Move Permit	3,000	3,000	
	321042	Excavating Permit	5,000	20,000	300.00%
	321043	Inspection Fees (Drives, Parking Lots)	500	500	
	321044	Approach Permits	-	15,000	100.00%
	321045	Grading, Drainage & Erosion Control Fees	-	15,000	100.00%
	331053	30002 CTEP Reimbursement	467,290	216,450	-53.68%
	333010	Forest Reserve Receipts	400,000	400,000	
	335030	30038 Beeler Road Project	100,000	-	-100.00%
	335040	Gas Tax Allocation	336,000	336,000	
	335210	Personal Property Reimbursement	48,753	41,440	-15.00%
	337314	CTEP State Reimbursement	284,000	-	-100.00%
	343016	Traffic Grant (Traffic Count Reimb-OPG)	2,000	2,000	
	344036	Subdivision Review & Inspection Fees	-	15,000	100.00%
	362000	Miscellaneous Revenues	6,500	6,500	
	362020	Dust Oil Revenue	-	-	100.00%
	367000	Abandoned Vehicle Sales	5,000	5,000	
	381070	Proceeds from Notes/Loans	455,661	-	-100.00%
		Road Fund Non-Tax Revenue	2,113,704	1,075,890	-49.10%
2110-000	383002	Transfer from Permissive Medical Levy	21,938	38,646	76.16%
	383006	Transfer from General (Lolo Walkway)	-	12,500	100.00%
	383019	Transfer from Development Park	84,000	84,000	
	383062	Transfer from Equip Trust (7099)	-	35,000	100.00%
	383083	Transfer from Friends of Historical Museum	26,533	-	-100.00%
	383085	Transfer from RSID Admin	46,576	52,230	12.14%
		Transfers In	179,047	222,376	24.20%
		Road Fund Total Revenue	4,594,046	3,943,013	-14.17%

## NARRATIVE

FUND 2130

Public Works-Bridge

---

The Bridge Department is under the executive authority of the County Surveyor, an independent elected official, with specific duties and responsibilities assigned by State Codes. The department is divided into four programs:

1. The Bridge and Culvert Maintenance Program consists of the maintenance of one hundred and eleven (111) bridges and the maintenance of nine hundred (900) road culverts. These are all public bridges, not maintained by the Highway Department or Federal Government, within Missoula County; including the City.
2. The Engineering and Survey Program consists of all design and construction monitoring required for the construction and repair of County Bridges. It also provides periodic condition inspections of the County bridges, and the acquisition of bridge right-of-way.
3. The Capital Program consists of the acquisition of equipment necessary to support the Bridge Department.
4. The Acquisition and Projects Program consists of projects, land, and structures to improve, expand, or support the County Bridge system.

**PERSONNEL**

**BRIDGE**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>
Public Works Director	0.1875	36.36	14,181
County Engineer	0.25	29.98	15,590
Road Mtc/Project Engineer	0.25	25.00	13,000
Engineering Tech III-Road	0.25	17.06	8,871
Engineering Tech III-Subd	0.25	18.63	9,688
Engineering Asst-Subd	0.25	10.76	5,595
Operations Analyst	0.0875	20.80	3,786
Admin Aide	0.25	18.57	9,657
Purchasing Agent	0.25	16.18	8,414
Office Manager	0.25	13.11	6,817
Inventory Clerk	0.1875	10.24	3,994
Field Survey Supervisor	0.25	22.48	11,690
Transportation Engineer	0.25	18.16	9,443
Shop Foreman	0.25	20.61	10,717
Vehicle Service Tech	0.25	19.11	9,937
Master Mechanic	0.25	20.44	10,629
Master Welder	0.25	19.80	10,296
IAM Welder/Mechanic	0.25	20.36	10,587
IAM Machinist/Mechanic	0.25	19.85	10,322
IAM Machinist/Mechanic	0.25	19.94	10,369
IAM Machinist/Mechanic	0.25	20.04	10,421
Road Mtc Supervisor	0.25	23.87	12,413
Asst Road Mtc Supervisor	0.25	20.69	10,759
Asst Road Mtc Supervisor	0.25	20.93	10,884
Road Maintenance Worker	0.25	19.78	10,286
Road Maintenance Worker	0.25	19.63	10,208
Road Maintenance Worker	0.25	19.73	10,260
Road Maintenance Worker	0.25	19.59	10,187
Road Maintenance Worker	0.25	19.01	9,885
Road Maintenance Worker	0.25	18.98	9,870
Road Maintenance Worker	0.25	20.03	10,416
Road Maintenance Worker	0.25	19.14	9,953

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>
Road Maintenance Worker	0.25	17.00	8,840
Road Maintenance Worker	0.25	19.14	9,953
Road Maintenance Worker	0.25	20.27	10,541
Road Maintenance Worker	0.25	19.34	10,057
Road Maintenance Worker	0.25	19.07	9,917
Road Maintenance Worker	0.25	18.60	9,672
Road Maintenance Worker	0.25	19.04	9,901
Road Maintenance Worker	0.25	18.95	9,854
Road Maintenance Worker	0.25	20.27	10,541
Road Maintenance Worker	0.25	18.85	9,802
Road Maintenance Worker	0.25	19.49	10,135
Road Maintenance Worker	0.25	18.95	9,854
Road Maintenance Worker	0.25	18.98	9,870
Road Maintenance Worker	0.25	19.78	10,286
Road Maintenance Worker	0.25	18.85	9,802
Road Maintenance Worker	0.25	19.98	10,390
Seasonal Road Mtc Worker	0.0625	16.07	2,089
Seasonal Road Mtc Worker	0.0625	18.48	2,402
Seasonal Road Mtc Worker	0.0625	18.85	2,450
Overtime			15,000
Annual Merit Reserve			24,853
Term Reserve			5,000
<u>Fringe Benefits</u>	<u>      </u>		<u>172,962</u>
<b>TOTALS</b>	<b>11.9</b>		<b>703,296</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Public Works - Bridge - Admin</u></b>								
2130	- 520	430100	- 111		Permanent Salaries	459,072	474,754	3.42%
		430100	- 112		Temporary Salaries	11,450	10,727	-6.31%
		430100	- 121		OT Full-Time	15,000	15,000	
		430100	- 141		Fringe Benefits	167,540	172,962	3.24%
		430100	- 191		Term Reserve	5,000	5,000	
		430100	- 192		Annual Merit Reserve	19,592	24,853	26.85%
					Personnel	677,654	703,296	3.78%
<b><u>Public Works - Bridge - Engineering</u></b>								
2130	- 520	430231	- 353		County Attorney Chargeback	500	500	
		430231	- 357		Contracted Services	500	500	
		430231	- 358		Consultants	2,500	2,500	
					Engineering Operations	3,500	3,500	
<b><u>Public Works - Bridge - Construction</u></b>								
2130	- 520	430236	- 937	35023	Capital-Other Improvements	5,700	-	-100.00%
		430236	- 945		Capital-Office Equip	1,200	500	-58.33%
		430236	- 946		Capital-Tech Equip	5,300	2,700	-49.06%
		430236	- 947		Capital-Vehicle	53,600	-	-100.00%
		430236	- 953		Capital-Bridge Construction Projects			
		430236	- 953	35004	MaClay Flats Bridge	80,500	-	-100.00%
		430236	- 953	35021	Van Buren Street Bridge	458,790	415,000	-9.54%
		430236	- 953	35022	Mill Creek Bridge-Frenchtown	-	3,000	100.00%
		430236	- 953	35023	Sign Dept Remodel	5,700	1,500	-73.68%
		430236	- 953	35024	Schwartz Creek	5,000	-	-100.00%
		430236	- 953	35025	Ninemile Bridge	-	5,000	100.00%
		430236	- 953	35026	Mill Creek Bridge	-	3,000	100.00%
		430236	- 953	35027	Snow Bowl Bridge	-	3,500	100.00%
		430236	- 953	35028	Lindbergh Lake Bridge	-	12,000	100.00%
		430236	- 953	35029	Mill Creek Bridge-Lolo	-	3,000	100.00%
		430236	- 953	35030	Morrell Creek Bridge	-	6,000	100.00%
		430236	- 953	35031	LaValle Creek Bridge	-	22,500	100.00%
		430236	- 953	35032	Deep Creek Bridge	-	5,000	100.00%
		430236	- 953	35033	California Street Bridge	-	1,000	100.00%
		430236	- 953	35034	Scott Street Overpass	-	30,000	100.00%
		430236	- 953	35035	Marco Flats Footbridge	-	10,000	100.00%
		430236	- 970		Capital-Contingency	3,000	4,000	33.33%
					Capital	618,790	527,700	-14.72%
		430243	- 209		Tech Supplies	500	500	
		430243	- 241		Tools & Materials	2,000	2,000	

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
		430243	- 340		Heat, Light, Water	10,000	10,500	5.00%
		430243	- 357		Contracted Services	2,150	2,000	-6.98%
		430243	- 362		Office Equipment Mtc	300	500	66.67%
		430243	- 373		Meals, Lodging, Incidentals	1,000	1,000	
		430243	- 426		Culverts	9,500	9,500	
		430243	- 431		Timbers	1,500	2,500	66.67%
		430243	- 535		Technical Equipment Rent/Lease	5,000	5,000	
					Bridge Operations	31,950	33,500	4.85%
2130	- 520	521000	- 828		Transfer-Intercap Loan FY 02	26,800	26,900	0.37%
		521000	- 828		Transfer-Intercap Loan FY 04	-	20,000	100.00%
					Transfers	26,800	46,900	100.00%
					Personnel	677,654	703,296	3.78%
					Operations	35,450	37,000	4.37%
					Capital	618,790	527,700	-14.72%
					Transfers	26,800	46,900	75.00%
						1,358,694	1,314,896	-3.22%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b><u>Bridge Fund Revenue</u></b>					
2130-000	311010	Property Tax Revenue	661,887	701,484	5.98%
	335230	State Entitlement Share	105,553	108,966	3.23%
		Bridge Fund Tax Revenue	767,440	810,450	5.60%
<b><u>Non-Tax Revenue</u></b>					
<b><u>Bridge Fund</u></b>					
2130-000	331053	CTEP Reimbursement	393,800	359,307	-8.76%
	335210	Personal Property Reimbursement	14,181	12,054	-15.00%
	337047	35021 Van Buren St Bridge Reimb-City	65,000	-	-100.00%
	362000	Miscellaneous Revenue	500	500	
		Bridge Fund Non-Tax Revenue	473,481	371,861	-21.46%
2130-000	383002	Transfer from Permissive Medical Levy	7,512	13,081	74.13%
	383006	Transfer from General (Scott Street Test)	-	30,000	100.00%
		Transfers In	7,512	43,081	473.50%
		Bridge Fund Total Revenue	1,248,433	1,225,392	-1.85%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>RSID Administration</u></b>								
2450	- 000	431601	- 791		Special Project-Lavalle Creek	-	15,000	100.00%
					Operations	-	15,000	100.00%
2450	- 000	521000	- 826		Transfer to General	9,500	9,500	
		521000	- 892		Transfer-Bridge (Scott St Overpass)	-	30,000	100.00%
		521000	- 892		Transfer-RSID (Gleneagle)	-	229,551	100.00%
		521000	- 827		Transfer to Road	46,576	52,230	12.14%
					Transfers Out	56,076	321,281	472.94%
					Operations	-	15,000	100.00%
					Transfers Out	56,076	321,281	472.94%
						56,076	336,281	499.69%

## NARRATIVE

FUND 2310

County Tax Increment District - Special Projects

---

Special Projects involves the planning and implementation of projects as assigned by the Board of County Commissioners. Current projects include the Missoula Development Park, Grant Creek Conservation Easements, and other miscellaneous projects as needed.

**PERSONNEL**

**SPECIAL PROJECTS**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Special Project Coordinator	1	26.97	2080	56,098
Projects Assistant - Parks	0.5	12.52	1040	13,021
Senior Secretary	0.25	11.81	520	6,142
Annual Merit Reserve				3,625
<u>Fringe Benefits</u>				<u>21,314</u>
<b>TOTALS</b>	1.75			100,200

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2002-2003 Amended	2003-2004 Proposed	Percent Change
<u>County Tax Increment District</u>								
2310 - 000	431500	-	111		Permanent Salaries	49,031	51,473	4.98%
	431500	-	141		Fringe Benefits	12,812	14,181	10.69%
	431500	-	192		Annual Merit Reserve	2,452	1,828	-25.45%
					Personnel	64,295	67,482	4.96%
2310 - 000	431500	-	210		Office Supplies	830	830	
	431500	-	311		Postage	653	653	
	431500	-	321		Printing/Litho Costs	3,000	3,000	
	431500	-	325		Film Purchase & Development	100	100	
	431500	-	340		Heat, Light, Water	5,000	5,000	
	431500	-	345		Phone Basic	648	648	
	431500	-	346		Phone LD	100	100	
	431500	-	357		Contracted Services	63,500	63,500	
	431500	-	359		Architect/Engineering	25,000	25,000	
	431500	-	372		Mileage-Private Vehicle	100	100	
	431500	-	373		Meals, Lodging, Incidentals	200	200	
	431500	-	374		Common Carrier	526	526	
	431500	-	380		General Training (Staff)	1,000	1,000	
	431500	-	591		Contingency	7,500	7,500	
	431500	-	610		Principal	81,570	81,570	
	431500	-	620		Interest	122,520	122,520	
					Operations	312,247	312,247	
2310 - 000	431500	-	910		Capital Land Acquisition	603,320	-	-100.00%
	431500	-	952		Contingency	2,500	2,500	
					Goodan-Keil Infrastructure	50,000	105,000	110.00%
					Gravel Pit	75,000	75,000	
					Infrastructure Phase I	25,000	-	-100.00%
					Infrastructure Phase III	-	250,000	100.00%
					Infrastructure Phase IV	500,000	28,342	-94.33%
					Infrastructure Phase V	200,000	5,741	-97.13%
					LaLonde Ranch Improvement	10,000	10,000	
					Landscape/Pathway-Res B	15,000	-	-100.00%
					Landscaping	100,000	150,000	50.00%
					Lights & Hydrants	30,000	50,000	66.67%
					Sewer Extension-Res B	-	-	100.00%
					Utilities Phase II	25,000	25,000	
					Capital	1,635,820	701,583	-57.11%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2002-2003 Amended	2003-2004 Proposed	Percent Change
2310	- 000	521000	- 826		Transfer-Commissioners	12,000	12,000	
		521000	- 826		Transfer-Attorney	10,000	10,000	
		521000	- 826		Transfer-Repay General for FY98	-	79,741	100.00%
		521000	- 827		Transfer-Public Works	10,000	10,000	
		521000	- 828		Transfer-CIP	157,000	157,000	
					Transfers Out	189,000	268,741	42.19%
					Personnel	64,295	67,482	4.96%
					Operations	312,247	312,247	
					Capital	1,635,820	701,583	-57.11%
					Transfers Out	189,000	268,741	42.19%
						2,201,362	1,350,053	-38.67%

Statement of Revenue

			2002-2003 Amended	2003-2004 Proposed	% Change
<u>County Tax Increment District</u>					
2310-000	311010	Tax Increment Revenue	250,000	550,000	120.00%
 <b>Non-Tax Revenue</b>					
<u>County Tax Increment District</u>					
2310-000	335210	Personal Property Reimbursement	634	518	-18.30%
	371010	Investment Earnings	15,000	15,000	
	382010	Sale of Fixed Assets	1,000,000	-	
		New Land Sales	-	750,000	
		Carry forward Sales	-	-	
	383016	Transfer from CIP	-	-	
County Tax Increment District Non-Tax Revenue			1,015,634	765,518	-24.63%
County Tax Increment District Total Revenue			1,265,634	1,315,518	3.94%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change	
<u>Goodan Keil Road - Construction</u>									
4004	-	000	430230	-	965	Capital-Construction	586,080	-	-100.00%
			430230	-	967	Capital-1% Gross Receipts Tax	5,920	-	-100.00%
						Capital	592,000	-	-100.00%
						Capital	592,000	-	-100.00%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<b>Non-Tax Revenue</b>					
<b><u>Goodan-Keil Capital Project</u></b>					
4004-000	381070	Loan Proceeds	592,000	-	-100.00%
			592,000	-	-100.00%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Fair Ice Rink - Construction</u>								
4005	- 000	460240	- 937	00113	Other Improvements	850,000	1,127,906	32.69%
					Capital	850,000	1,127,906	32.69%
					Capital	850,000	1,127,906	32.69%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change	
<u>Fair Ice Rink</u>						
4005-000	381070	00113	Loan Proceeds	850,000	557,071	-34.46%
				850,000	557,071	-34.46%
<u>Communications Backbone Project</u>						
4020-000	331111	20202	WMD Grant	-	396,560	100.00%
	331113		FEMA Planning Grant	-	25,000	100.00%
				-	421,560	100.00%
	383006		Transfer from General	-	250,000	100.00%
	383062		Transfer from 911 Trust	-	300,000	100.00%
				-	550,000	100.00%
Communications Backbone Project Total Revenue				-	971,560	100.00%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Communications Backbone Project</u>								
4020	- 000	420758	- 357		Contracted Services	-	394,980	100.00%
					Operations	-	394,980	100.00%
4020	- 000	420758	- 921		Capital-Construction	-	113,644	100.00%
		420758	- 946		Capital-Tech Equipment	-	924,936	100.00%
					Capital	-	1,038,580	100.00%
					Operations	-	394,980	100.00%
					Capital	-	1,038,580	100.00%
						-	1,433,560	100.00%

## NARRATIVE

FUND 2160

Fair

The Missoula County Fair (Western Montana Fair, Rodeo and Race Meet) operates as a special fund of Missoula County. The creation of the Fair Commission is authorized by code (MCA 7-21-340).

Objective of the Western Montana Fair and the responsibility of the Fair Commission is to produce a fair which is social, educational and a financial venture which will provide to the residents of Missoula County and surrounding areas an opportunity to enjoy the pleasures of the above.

The following two codes basically outline the responsibility and authority of the Fair:

7-21-3407 MCA Duties of Fair Commission -- Said Commission shall do all things necessary to hold a successful county agricultural fair in their respective counties and shall have charge of all fairgrounds and fair property.

7-21-3406 MCA Powers of County Fair Commission -- Said County Fair Commissioners shall have control and operation of the fair and the supervision and management of the fairgrounds and also the leasing of buildings and fairgrounds and shall return to the fair fund of the county all revenue obtained from the leasing or renting of same.

**PERSONNEL**

**FAIR**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Fairground Manager	1	28.05	2080	58,344
Accounting Clerk	1	9.74	2080	20,259
Admin Secretary	1	10.68	2080	22,214
Senior Secretary	0.25	9.55	520	4,966
Racing Coordinator	0.4	10.68	832	8,886
Grounds Foreman	1	13.21	2080	27,477
Caretaker	0.75	8.13	1560	12,683
Trackman				5,000
Money Room				2,000
Supers-Judges				2,500
Front Office				8,000
Security				18,500
Ticket Takers/Admissions				8,000
Grounds				24,000
Race Workers				30,000
Track Officials				13,000
Annual Merit Increase				9,584
<u>Fringe Benefits</u>				<u>66,604</u>
<b>TOTALS</b>	<b>5.4</b>			<b>342,017</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Fair</u>								
2160	- 000	460240	- 111		Permanent Salaries	121,541	150,386	23.73%
		460240	- 121		OT Full-Time	-	-	100.00%
		460240	- 141		Fringe Benefits	46,216	54,831	18.64%
		460240	- 191		Term Reserve	-	-	100.00%
		460240	- 192		Annual Merit Reserve	4,273	8,011	87.48%
					Personnel	172,030	213,228	23.95%
2160	- 000	460240	- 210		Office Supplies	4,600	6,000	30.43%
		460240	- 220		Operating Supplies	5,000	7,000	40.00%
		460240	- 223		Food Purchases	100	300	200.00%
		460240	- 226		Clothing	500	400	-20.00%
		460240	- 230		Repair & Mtc Supplies	12,000	10,000	-16.67%
		460240	- 231		Gas & Diesel Fuel	5,500	4,500	-18.18%
		460240	- 233		Vehicle Repairs	5,000	5,000	
		460240	- 321		Printing/Litho Costs	50	1,500	2900.00%
		460240	- 331		Ad/Legal Publications	250	1,500	500.00%
		460240	- 335		Dues & Memberships	800	1,500	87.50%
		460240	- 340		Heat, Light, Water	60,000	70,000	16.67%
		460240	- 341		Garbage Collection	8,000	12,000	50.00%
		460240	- 346		Phone LD	3,000	4,000	33.33%
		460240	- 357		Contracted Services	1,000	8,000	700.00%
		460240	- 365		Ground Maintenance & Repair	6,000	5,000	-16.67%
		460240	- 366		Building Maintenance & Repair	16,000	10,000	-37.50%
		460240	- 369		Equipment Maintenance & Repair	5,000	4,000	-20.00%
		460240	- 372		Mileage - Private Vehicle	1,800	500	-72.22%
		460240	- 373		Meals, Lodging, Incidental	50	900	1700.00%
		460240	- 380		General Training (Staff)	6,170	6,000	-2.76%
		460240	- 539		Equipment Rental	5,000	2,000	-60.00%
		490000	- 610		Principal	15,720	15,080	-4.07%
					Operations	161,540	175,180	8.44%
2160	- 000	460240	- 920		Building & Construction			
					<i>Mobile Home (Caretaker/Manager)</i>	49,999	-	-100.00%
					<i>Bleachers</i>	41,830	-	-100.00%
		460240	- 942		Equipment			
					<i>Mower</i>	14,835	-	-100.00%
					<i>Water Truck</i>	-	40,000	100.00%
					<i>Tractor</i>	77,845	-	-100.00%
					Capital	184,509	40,000	-78.32%
2160	- 000	521000	- 828		Transfer to CIP	23,926	29,942	25.14%
					Transfers Out	23,926	29,942	25.14%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Fair - Western Montana Fair</u></b>								
2160	- 425	460240	- 112		Temporary Salaries	133,000	63,000	-52.63%
		460240	- 141		Fringe Benefits	-	6,281	100.00%
					Personnel	133,000	69,281	-47.91%
2160	- 425	460240	- 210		Office Supplies	500	1,000	100.00%
		460240	- 220		Operating Supplies	4,500	5,000	11.11%
		460240	- 223		Food Purchases	300	2,100	600.00%
		460240	- 226		Clothing	2,000	2,000	
		460240	- 314		Bus Services	2,500	2,600	4.00%
		460240	- 321		Printing/Litho Costs	1,950	12,000	515.38%
		460240	- 331		Ad/Legal Publications	27,000	19,000	-29.63%
		460240	- 335		Dues & Memberships	200	500	150.00%
		460240	- 341		Garbage Collection	8,000	8,000	
		460240	- 346		Phone LD	2,000	1,500	-25.00%
		460240	- 355		Entertainment	115,000	156,000	35.65%
		460240	- 357		Contracted Services	60,450	90,000	48.88%
		460240	- 365		Ground Maintenance & Repair	8,000	9,000	12.50%
		460240	- 366		Building Maintenance & Repair	5,000	4,000	-20.00%
		460240	- 372		Mileage - Private Vehicle	1,980	500	-74.75%
		460240	- 380		General Training (Staff)	2,000	5,000	150.00%
		460240	- 539		Equipment Rental	2,500	2,000	-20.00%
		460240	- 552		Sponsor Sales %	50	6,000	
		460240	- 741		Premiums & Awards	26,000	33,000	26.92%
					Operations	269,930	359,200	33.07%
<b><u>Fair - Special Events</u></b>								
2160	- 430	460240	- 220		Operating Supplies	-	3,000	100.00%
		460240	- 331		Ad/Legal Publications	2,750	3,000	9.09%
		460240	- 357		Contracted Services	1,000	2,500	150.00%
		460240	- 552		Sponsor Sales %	-	1,500	100.00%
		460240	- 792		Special Events	17,000	23,300	37.06%
					Operations	20,750	33,300	60.48%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Fair - Race Meet</u>								
2160	- 440	460260	- 111		Permanent Salaries	-	4,443	100.00%
		460260	- 112		Temporary Salaries	65,572	48,000	-26.80%
		460260	- 141		Fringe Benefits	7,338	5,492	-25.16%
		460260	- 192		Merit Reserve	-	1,573	100.00%
					Personnel	72,910	59,508	-18.38%
2160	- 440	460260	- 210		Office Supplies	500	500	
		460260	- 220		Operating Supplies	2,500	15,000	500.00%
		460260	- 223		Food Purchases	1,000	1,500	50.00%
		460260	- 226		Clothing	850	2,400	182.35%
		460260	- 230		Repair & Maintenance Supplies	2,000	3,200	60.00%
		460260	- 231		Gas & Diesel Fuel	50	1,500	2900.00%
		460260	- 233		Vehicle Repairs	4,300	2,500	-41.86%
		460260	- 321		Printing/Litho Costs	11,500	11,500	
		460260	- 331		Ad/Legal Publications	750	3,000	300.00%
		460260	- 335		Dues & Memberships	1,500	1,800	20.00%
		460260	- 340		Heat, Light, Water	2,400	1,200	-50.00%
		460260	- 341		Garbage Collection	1,100	1,200	9.09%
		460260	- 346		Phone LD	50	500	900.00%
		460260	- 357		Contracted Services	45,000	46,000	2.22%
		460260	- 366		Building Maintenance Repair	6,000	2,500	-58.33%
		460260	- 391		Lab Services	2,400	2,600	8.33%
		460260	- 516		Other Insurance	6,350	7,500	18.11%
		460260	- 552		Sponsor Sales %	5,450	3,400	-37.61%
		460260	- 741		Premiums & Awards	500	900	80.00%
					Operations	94,200	108,700	15.39%
					Personnel	377,940	342,017	-9.50%
					Operations	546,420	676,380	23.78%
					Transfers Out	23,926	29,942	25.14%
					Capital	184,509	40,000	-78.32%
						1,132,795	1,088,339	-3.92%

**Statement of Revenue**

			2003-2004 Amended	2004-2005 Proposed	% Change
<b><u>Fair Fund Revenue</u></b>					
2160-000	311010	Property Tax Revenue	48,097	50,975	5.98%
	335230	State Entitlement Share	8,258	8,525	3.23%
		Fair Fund Tax Revenue	56,355	59,500	5.58%
<b><u>Non-Tax Revenue</u></b>					
<b><u>Fair Fund</u></b>					
2160-000	335210	Personal Property Reimbursement	1,070	910	-14.95%
	346102	Insurance Sales	1,000	5,000	400.00%
	346143	Ice Rental	17,000	10,000	-41.18%
	362004	Contract Revenue	2,000	-	-100.00%
	381070	Loan Proceeds	142,679	-	-100.00%
		Fair Fund Non-Tax Revenue	163,749	15,910	-90.28%
2160-000	383002	Transfer from Permissive Medical Levy	1,660	4,310	159.64%
	383006	Transfer from General (UST)	-	10,000	100.00%
	383016	Transfer from CIP	41,083	-	-100.00%
	383062	Transfer from Trust	-	40,000	100.00%
		Transfers In	42,743	54,310	27.06%
<b><u>Fair Fund - Western Montana Fair</u></b>					
2160-425	346101	Sponsorships	50,000	55,000	10.00%
	346102	Insurance Sales	-	750	100.00%
	346148	Concessions	65,000	70,000	7.69%
	346149	Demolition Derby	25,600	37,000	44.53%
	346150	Reserve Seats	67,600	160,000	136.69%
	346153	Carnival	96,000	97,000	1.04%
	346154	Comm/Concessions	55,000	34,000	-38.18%
	346155	Gate Receipts	275,000	210,000	-23.64%
	346157	Percentage Fees	46,000	50,000	8.70%
		Western Montana Fair Non-Tax Revenue	680,200	713,750	
<b><u>Fair Fund - Special Events</u></b>					
2160-430	346110	"Special Events"	45,000	50,000	11.11%
	346158	Other Rental Receipts	50,000	85,000	70.00%
		Fair Special Events Non-Tax Revenue	95,000	135,000	
<b><u>Fair Fund - Race Meet</u></b>					
2160-440	346301	Barn Rental	8,000	10,000	25.00%
	346302	Parimutual Handle	55,000	70,000	27.27%
	346303	Race-Program & Sponsors	20,000	30,000	50.00%
	346304	Sponsorship Race	15,000	12,000	-20.00%
		Fair Race Meet Non-Tax Revenue	98,000	122,000	24.49%
		Fair Fund Total Revenue	1,136,047	1,100,470	-3.13%

## NARRATIVE

FUND 2180

Clerk of District Court

---

The Clerk of District Court is the official keeper of all District Court records for Missoula County. These records include Adoption, Civil, Criminal, Dependent Neglect, Domestic Relations, Guardianship, Juvenile, Paternity, Probate and Sanity cases. The Clerk also issues, files and records all Missoula County marriage license applications and licenses. On an annual basis, the Clerk's office files approximately 4,000 new cases and issues 800 new marriage licenses. In December 2001 the total number of cases remaining open and active was 2,274; in December 2002 the total was 2,742. As of April 2003, there are now 3,065 open and active cases.

Clerk of District Court records date back into the 1860's and until 1989 were maintained in books. The books included an index of names to provide ease in accessing records and each case was assigned a register page into which all court documents were recorded. While these index and register books are still utilized, many have been microfilmed to provide easier access and to alleviate storage space issues. From 1989 - 1999, all records were stored and maintained electronically on the County mainframe (DSI). This system is still used but mostly on a read-only basis. All records from 1999 forward are maintained in the Judicial Case Management System (JCMS), a system now in use by all Clerks of District Court statewide. All DSI cases that are still active have been entered into the current JCMS system. However, all non-active cases prior to 1999 are still stored in DSI. Efforts are currently under way to convert all DSI records into JCMS thereby eliminating the need for maintaining two systems.

The majority of all Clerk of Court records are open to the public. Records are searched daily by title companies, credit agencies, investigative agencies and the general public. It is the Clerk of Court's responsibility to ensure accurate and up-to-date records. Searches, copies and certified copies are provided upon request. Fees for searches and copies are charged according to statute.

The Clerk of District Court also serves as Jury Commissioner for Missoula County. As required by statute, each June the Clerk and Recorder provides a list of registered voters to the Clerk of District Court. This list is stored and maintained electronically and it is from this list that jurors are pulled for the Municipal, Justice and District Court Judges. It is the Clerk's duty to maintain an accurate listing of all selected jurors and to pull individual jury panels for the District Court Judges upon request.

The Clerk of Court is the collection site for Court ordered child support payments, bonds, and criminal restitution, fines and fees. Monies that are collected for child support and criminal restitution on one business day are distributed to the appropriate parties the next business day. Monies collected for bonds are released only by Court Order. The Clerk's office collects and distributes in excess of \$3 million annually.

## Performance Measures Clerk of District Court

New Cases Filed (By Case Type)	Calendar Year				*	Inc/Dec	3-Year
	2001	2002	2003	2004		2001-2004	Growth Rate
Marriages	815	818	734	937		122	15%
Dissolutions & Invalidities	795	745	840	831		36	4%
Probate	210	211	207	197		(13)	-6%
Guardian/Conservatorship	124	112	143	112		(12)	-10%
Civil	1,032	1,119	1,069	1,180		148	14%
Criminal	518	487	543	603		85	16%
Adoption	61	57	57	49		(12)	-19%
Juvenile	95	84	94	109		14	15%
Dependant Neglect	51	27	54	61		10	20%
Sanity	66	71	100	92		26	39%
Warrants for Distrain	97	84	262	212		115	119%
Unemployment Tax Liens	57	81	84	73		16	29%
Worker's Comp Tax Liens	70	26	14	28		(42)	-60%
<b>Total New Cases</b>	<b>3,991</b>	<b>3,922</b>	<b>4,201</b>	<b>4,485</b>		<b>494</b>	<b>12%</b>
<b>Total Open/Active Cases</b>	<b>2,274</b>	<b>2,742</b>	<b>3,543</b>	<b>4,016</b>	<b>#</b>	<b>1,742</b>	<b>77%</b>

	Fiscal Year					Inc/Dec	Growth
	FY01	FY02	FY03	FY04		FY01-FY04	Rate
<b>Total # Jury Panels Pulled</b>	(Unavailable)			80	<b>^</b>	n/a	n/a
<b>Total Number of Jury Trials</b>	26	24	24	32	<b>^</b>	6	23%
<b>Total Budgeted FTE</b>	<b>13.5</b>	<b>13.5</b>	<b>13</b>	<b>13.5</b>		<b>0</b>	<b>0%</b>
<b>Total Cases per Budgeted FTE</b>	<b>168</b>	<b>203</b>	<b>273</b>	<b>297</b>		<b>129</b>	<b>77%</b>

\* 2004 figures reflect actual results through October 27, 2004 annualized to December 2004. Marriage numbers will be higher - heaviest is in summer.

# Figure reflects only the number of open/active cases through October 27, 2004. This number is expected to increase by December 2004.

^ FY04 figures reflect actual numbers from July 2003 - June 2004

**PERSONNEL**

**CLERK OF COURT**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Clerk of Court	1	24.32	2080	50,586
Chief Deputy Clerk of Court	1	19.26	2080	40,061
District Court Clerk II	1	17.67	2080	36,754
District Court Clerk II	1	12.60	2080	26,208
District Court Clerk II	1	14.28	2080	29,702
District Court Clerk II	1	13.82	2080	28,746
District Court Clerk II	1	13.57	2080	28,226
District Court Clerk II	1	11.71	2080	24,357
District Court Clerk II	1	11.48	2080	23,878
District Court Clerk I	1	9.93	2080	20,654
District Court Clerk I	1	11.30	2080	23,504
District Court Clerk I	1	10.24	2080	21,299
District Court Clerk I	1	10.24	2080	21,299
District Court Clerk I	0.5	10.24	1040	10,650
Court Collection Clerk	1	11.23	2080	23,358
Overtime				4,000
Temporary Salaries				2,100
Annual Merit Reserve				22,542
Termination Reserve				7,000
<u>Fringe Benefits</u>				<u>153,508</u>
<b>TOTALS</b>		<b>14.5</b>		<b>598,432</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>District Court - Clerk of Court</u>								
2180	- 040	410331	- 111		Permanent Salaries	374,179	409,282	9.38%
		410331	- 112		Temporary Salaries	-	2,100	100.00%
		410331	- 121		OT Full-Time	4,000	4,000	
		410331	- 141		Fringe Benefits	130,626	153,508	17.52%
		410331	- 191		Term Reserve	7,000	7,000	
		410331	- 192		Annual Merit Reserve	12,320	22,542	82.97%
					Personnel	528,125	598,432	13.31%
2180	- 040	410331	- 210		Office Supplies	7,200	7,200	
		410331	- 311		Postage	14,300	18,000	25.87%
		410331	- 321		Printing/Litho Costs	8,000	6,000	-25.00%
		410331	- 322		Books, Catalogs, Brochures	100	100	
		410331	- 324		Copy Costs	7,000	5,000	-28.57%
		410331	- 334		Books Resource Subscriptions	500	500	
		410331	- 335		Dues & Memberships	800	800	
		410331	- 345		Phone Basic	7,884	8,268	4.87%
		410331	- 346		Phone LD	2,000	2,000	
		410331	- 356		Microfilm Service	5,600	5,600	
		410331	- 357		Contracted Services	1,706	-	-100.00%
		410331	- 362		Office Equipment Mtc	3,000	3,000	
		410331	- 371		Mileage-County Vehicle	600	600	
		410331	- 372		Mileage-Private Vehicle	700	700	
		410331	- 373		Meals, Lodging, Incidentals	2,000	2,000	
		410331	- 374		Common Carrier	1,000	1,000	
		410331	- 381		Tuition/Registration Fees	600	600	
		410331	- 394		Jury/Witness Fees	75,000	55,000	-26.67%
		410331	- 553		Bank Service Charges	-	7,800	100.00%
		410331	- 791		Special Projects			100.00%
					<i>Accrued leave for DC assumption</i>	59,837	59,837	
					Operations	197,827	184,005	-6.99%
2180	- 040	410331	- 945		Capital-Office Equip	2,500	1,500	-40.00%
		410331	- 946		Capital-Tech Equip (Scanners)	3,200	-	-100.00%
					Capital	5,700	1,500	-73.68%
2180	- 040	521000	- 821		Transfer to Technology Fund			
					<i>Mainframe Access</i>	9,600	10,000	4.17%
					<i>PC Maintenance</i>	15,225	15,725	3.28%
					Transfers Out	24,825	25,725	3.63%
					Personnel	528,125	598,432	13.31%
					Operations	197,827	184,005	-6.99%
					Capital	5,700	1,500	-73.68%
					Transfers Out	24,825	25,725	3.63%
						756,477	809,662	7.03%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<u>District Court Fund Revenue</u>					
2180-000	311010	Property Tax Revenue	605,190	641,398	5.98%
	335230	State Entitlement Share	28,791	29,722	3.23%
			633,981	671,120	5.86%
2180-000	314140	Local Option Tax	200,170	200,170	
	335210	Personal Property Reimbursement	21,773	18,507	-15.00%
			221,943	218,677	-1.47%
2180-000	383002	Transfer from Permissive Medical Levy	14,510	30,618	111.01%
			14,510	30,618	111.01%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b>Non-Tax Revenue</b>					
<b><u>Clerk of Court</u></b>					
2180-040	335095	District Court Reimbursement	-	50,000	100.00%
	341050	Filing Fees	25,000	30,000	20.00%
	351022	Surcharge	200	300	50.00%
	392200	Copier Reimbursement	5,000	5,000	
			<u>30,200</u>	<u>85,300</u>	<u>182.45%</u>
2180-040	383062	Transfer from Trust	7,292	-	
			<u>7,292</u>	<u>-</u>	<u>-100.00%</u>

## NARRATIVE

FUND 2180

Public Defenders

---

The Missoula County Public Defender Office was created by the Board of County Commissioners in November 1985, pursuant to the authority of Section 46-8-202 MCA, in order to satisfy constitutional and statutory requirements that legal counsel be provided, in certain cases, for criminal defendants unable to employ their own attorney. The office also provides legal counsel to indigent persons in Youth Court, dependent and neglect and sanity cases.

**PERSONNEL**

**PUBLIC DEFENDERS**

<u>POSITION</u>		<u>F.T.E.</u>		<u>SALARY</u>
Chief Public Defender	1	38.97	2080	81,058
Chief Deputy Public Defender	1	35.10	2080	73,000
Investigator	1	19.76	2080	41,101
Attorney III	1	25.83	2080	53,726
Attorney III	1	23.61	2080	49,109
Attorney III	1	24.08	2080	50,086
Attorney III	1	24.08	2080	50,086
Attorney II	1	19.59	2080	40,747
Attorney II	1	21.03	2080	43,742
Attorney II	1	21.03	2080	43,742
Attorney I	1	19.12	2080	39,770
Attorney I	1	16.78	2080	34,902
Legal Research Attorney	1	14.22	2080	29,578
Case Manager	1	15.48	2080	32,198
Office Manager	1	13.88	2080	28,870
Para-Legal	1	13.21	2080	27,477
Legal Secretary	1	11.22	2080	23,341
Senior Secretary	1	8.88	2080	18,470
Senior Secretary	1	9.77	2080	20,322
Overtime				3,221
Annual Merit Reserve				38,051
<u>Fringe Benefits</u>				<u>240,166</u>
<b>TOTALS</b>		<b>19</b>		<b>1,062,763</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b>Public Defenders</b>								
2180	- 100	410326	- 111		Permanent Salaries	661,297	781,325	18.15%
		410326	- 112		Temporary Salaries	3,432	-	-100.00%
		410326	- 121		OT Full-Time	3,221	3,221	
		410326	- 141		Fringe Benefits	189,434	240,166	
		410326	- 192		Annual Merit Reserve	23,628	38,051	61.04%
					Personnel	881,012	1,062,763	20.63%
2180	- 100	410326	- 210		Office Supplies	4,500	4,500	
		410326	- 221		Investigative Aids	200	200	
		410326	- 311		Postage	2,750	2,750	
		410326	- 324		Copy Costs	3,750	3,750	
		410326	- 334		Books Resources Subscriptions	20,000	20,000	
		410326	- 335		Dues & Memberships	4,500	4,500	
		410326	- 340		Heat, Light, Water	4,750	4,750	
		410326	- 345		Phone Basic	8,100	8,868	9.48%
		410326	- 346		Phone LD	2,500	2,500	
		410326	- 351		Fitness to Proceed Evaluation	40,000	40,000	
		410326	- 362		Office Equipment Mtc	550	550	
		410326	- 371		Mileage-County Vehicle	3,250	3,250	
		410326	- 372		Mileage-Private Vehicle	2,000	2,000	
		410326	- 373		Meals, Lodging, Incidentals	8,500	8,500	
		410326	- 374		Common Carrier	5,000	5,000	
		410326	- 380		General Training Staff	-	-	100.00%
		410326	- 381		Tuition/Registration Fees	5,000	5,000	
		410326	- 533		Office Equipment R/L	3,000	3,000	
		410326	- 560		Software Mtc/Support	-	12,605	100.00%
		410326	- 791		Special Projects - CASA Advocate	8,000	8,000	
					Operations (Public Defenders)	126,350	139,723	10.58%
2180	- 100	410326	- 945		Capital-OfficeEquipment	3,915	2,000	-48.91%
2180	- 100	410326	- 946		Capital- Tech Equipment	3,800	4,480	17.89%
					Capital	7,715	6,480	-16.01%
2180	- 100	410336	- 221		Investigative Aids	-	-	100.00%
		410336	- 338		Transcripts	2,500	2,500	
		410336	- 357		Contracted Services	30,000	30,000	
		410336	- 358		Consultants	2,500	2,500	
		410336	- 392		Psych Exams Criminal	10,000	10,000	
					Operations (Indigent Legal)	45,000	45,000	
					Personnel	881,012	1,062,763	20.63%
					Operations	171,350	184,723	7.80%
					Capital	7,715	6,480	
						1,060,077	1,253,966	18.29%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b>Non-Tax Revenue</b>					
<b><u>Public Defenders</u></b>					
2180-100	335095	District Court Reimbursement	843,607	1,018,041	20.68%
	341052	Defense Recoupment	23,000	-	-100.00%
			<u>866,607</u>	<u>1,018,041</u>	<u>17.47%</u>
2180-100	383006	Transfer from General	69,000	-	-100.00%
		Transfers In	69,000	-	-100.00%
<b>Total Public Defenders Revenue</b>			<u><u>935,607</u></u>	<u><u>1,018,041</u></u>	<u><u>8.81%</u></u>

## NARRATIVE

FUND 2180

Sheriff Court Support

---

This department includes those costs in the Sheriff's Department, which are directly related to the support of the District Court. These costs are associated with the operations of the court as well as the transport of prisoners to and from court.

**PERSONNEL**

**SHERIFF COURT SUPPORT**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Bailiff	0.1667	10.26	347	3,560
Bailiff	0.1667	11.27	347	3,911
Bailiff	0.1667	11.27	347	3,911
Bailiff	0.1667	11.27	347	3,911
Bailiff	0.1667	11.27	347	3,911
Bailiff	0.1667	10.68	347	3,706
Annual Merit Reserve				835
<u>Fringe Benefits</u>				<u>3,350</u>
<b>TOTALS</b>	1.0002			27,095

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>District Court - Court Support</u>								
2180	- 314	410333	- 111		Permanent Salaries	22,152	22,910	3.42%
		410333	- 141		Fringe Benefits	3,148	3,350	
		410333	- 192		Annual Merit Reserve	728	835	14.70%
					Personnel (Bailliff)	26,028	27,095	4.10%
2180	- 314	410333	- 226		Clothing (Blazers)	-	500	100.00%
					Operations	-	500	100.00%
					Personnel	26,028	27,095	4.10%
					Operations	-	500	100.00%
						26,028	27,595	6.02%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2002-2003 Amended	2003-2004 Proposed	Percent Change
<u>District Court Grants - JAIBG</u>								
2180	- 342	420340	- 111		Permanent Salaries	17,017	-	-100.00%
		420340	- 141		Fringe Benefits	4,968	-	
		420340	- 192		Annual Merit Reserve	1,944	-	-100.00%
						<u>23,929</u>	-	-100.00%
2180	- 342	420340	- 210	10010	Office Supplies	4,533	-	-100.00%
		420340	- 357	10010	Contracted Services	122,630	35,155	-71.33%
					Operations	<u>127,163</u>	35,155	-72.35%
2180	- 342	521000	- 826	10010	Transfer to General (Attorney)	-	32,512	100.00%
					Transfer Out	<u>-</u>	32,512	100.00%
					Personnel	23,929	-	-100.00%
					Operations	127,163	35,155	-72.35%
					Transfers Out	<u>-</u>	32,512	100.00%
						<u>151,092</u>	67,667	-55.21%

Statement of Revenue

				2003-2004	2004-2005	
				Amended	Proposed	% Change
<b>Non-Tax Revenue</b>						
<b><u>District Court Grants</u></b>						
2180-342	334000	10010	State Grant Revenue	61,516	-	-100.00%
	341008	10010	Mineral County Match	452	-	-100.00%
				<u>61,968</u>	<u>-</u>	<u>-100.00%</u>
Total District Court Grants Revenue				<u>61,968</u>	<u>-</u>	<u>-100.00%</u>

## NARRATIVE

FUND 2210

Parks and Recreation

---

The Missoula Parks and Recreation Department acquires, designs and develops parks; maintains park grounds and facilities; and plans, organizes and supervises structured and unstructured recreation programs for citizens of the community.

Although the Parks and Recreation Department is a city agency, the Department provides specific services to Missoula County and the County shares in the expense of providing programs and facilities to City and County residents alike.

Aside from park design consultation and actual development, the Department maintains nearly 300 acres of developed parks and over 1000 acres of undeveloped parklands. Maintenance duties include irrigation repair, tree planting and trimming, turf cutting and trimming, weed cutting, flower and shrub care, leaf removal and snow removal. Facility maintenance is conducted on 22 baseball/softball fields, 14 soccer fields, 30 tennis courts, 2 outdoor ice rinks and 2 outdoor swimming pools.

In terms of recreation programs, the Department offers programs for youth, adults, senior citizens and special populations. Programs range from competitive sports such as softball, basketball, soccer and volleyball to non-competitive programs such as the summer playground program, youth and adult open gyms, and the Learning Exchange Program. Tennis lessons and swimming lessons are also offered.

The Department Director reports to the Missoula City Parks and Recreation Board and acts as a resource person and ex-officio member of the Missoula County Park Board.

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b>Park Department</b>								
2210	- 000	460431	- 111		Perm Salaries	20,853	21,702	4.07%
		460431	- 141		Fringe Benefits	5,745	6,146	6.98%
		460431	- 192		Annual Merit Reserve	740	1,173	58.51%
					Capital	27,338	29,021	6.16%
2210	- 000	460431	- 209		Tech Supplies (Noxious Weeds)	5,000	5,000	
		460431	- 210		Office Supplies	500	500	
		460431	- 311		Postage	450	450	
		460431	- 321		Printing/Litho Costs	1,200	1,400	16.67%
		460431	- 325		Film Purchase & Development	200	-	-100.00%
		460431	- 345		Phone Basic	450	450	
		460431	- 346		Phone LD	100	100	
		460431	- 357		Contracted Services	82,700	30,000	-63.72%
					<i>Non-City Park Program Participation</i>	-	5,500	100.00%
		00500			<i>Westview Park</i>	-	701	
		00501			<i>Pfau Acres Homeowners</i>	-	3,000	
		00502			<i>Seeley/Swan High School BB Court</i>	-	3,000	
		00503			<i>Missoula East Lions</i>	-	2,000	
		00504			<i>Loops (O'Connell Park )</i>	-	976	
		00505			<i>Tyler Park</i>	-	3,000	
		00506			<i>Boy Scout Tropp 1919-Seeley Lake</i>	-	285	
		00507			<i>Mount Jumbo West Little League</i>	-	3,000	
		00508			<i>Upper Linda Vista Homeowners Assoc</i>	-	3,000	
		00509			<i>Shelby Addition</i>	-	130	
		00510			<i>Mount Jumbo East L-Donovan Park</i>	-	3,000	
		00511			<i>Potomac School Playground</i>	-	10	
		00512			<i>Upper Linda Vista Homeowners</i>	-	161	
		00513			<i>Hellgate Lions Park-Bonner</i>	-	773	
		00514			<i>Hawthorne PTA</i>	-	3,000	
		00517			<i>Seeley Lake Community Council</i>	-	1,475	
		00518			<i>Seeley Lake Lions Club</i>	-	1,000	
		00519			<i>Shelby Addition</i>	-	1,000	
		00520			<i>Bonner Development Group</i>	-	530	
		00521			<i>Westside Little League</i>	-	2,300	
		00522			<i>Backwoods BMX</i>	-	3,000	
		00523			<i>Bonner School - Kelly Pines Field</i>	-	3,000	
		460431	- 365		Ground Maintenance & Repair	15,000	15,000	
		460431	- 371		Mileage-County Vehicle	300	200	-33.33%
		460431	- 372		Mileage-Private Vehicle	50	150	200.00%
		460431	- 373		Meals, Lodging, Incidentals	100	100	
		460431	- 380		General Training (Staff)	2,000	2,000	
		460431	- 791		Special Projects-Urban Area Parks	10,000	-	-100.00%
		460432	- 357		Contracted Services-Ft Msla	49,750	52,238	5.00%
					Operations	167,800	151,429	-9.76%

### Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
2210	- 000	460432	- 931		Capital-Land Improvements	20,000	14,418	-27.91%
				00515	<i>Big Sky Perimeter Trail</i>	-	8,000	100.00%
		460432	- 934		Capital-Ft Msla Restroom	125,000	145,000	16.00%
		460432	- 936		Capital-Park Improvements-Ft Msla	25,000	18,315	-26.74%
				00516	Capital-Ft Msla Pumphouse	-	8,685	100.00%
					Capital	170,000	194,418	14.36%
2210	- 000	521000	- 821		Transfer to Technology Fund	715	715	
		521000	- 826		Transfer to General-Surveyor Services	400	400	
					Transfer Out	1,115	1,115	
					Personnel	27,338	29,021	6.16%
					Operations	167,800	151,429	-9.76%
					Capital	170,000	194,418	14.36%
					Transfers	1,115	1,115	
						366,253	375,983	2.66%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b><u>Park Fund Revenue</u></b>					
2210-000	311010	Property Tax Revenue	164,215	174,043	5.98%
	335230	State Entitlement Share	7,161	7,393	3.24%
		Park Fund Tax Revenue	171,376	181,436	5.87%
<b><u>Non-Tax Revenue</u></b>					
<b><u>Park Fund</u></b>					
2210-000	335210	Personal Property Reimbursement	3,478	2,956	-15.00%
	361000	Rent/Leases Revenue	1,250	-	-100.00%
		Park Fund Non-Tax Revenue	4,728	2,956	-37.47%
2210-000	383002	Transfer from Permissive Medical Levy	142	142	
	383006	Transfer from General	25,000	-	-100.00%
		Transfers In	25,142	142	-99.44%
		Park Fund Total Revenue	201,246	184,534	-8.30%

## NARRATIVE

FUND 2220

Library

The Missoula Public Library is a free public library established under Montana Law (MCA 22-1-303). Its purpose is to provide needed information to the people of Missoula County from a library materials collection that includes all aspects of the human record. Additionally, the Library will provide programs and services to meet the reading, viewing, and listening needs of the service area population. The Library is under the direction of a five-member Board of Trustees, an appointed policy-making body. The Library implements these programs:

1. Administration is responsible for overseeing the entire operation of the Library, including maintaining the building; formulating and monitoring the budget programs and services; acting as a liaison between the Library and government entities on all levels; and, presenting the Library to the public.
2. The Children's Department provides and makes accessible materials to meet the recreational and informational reading needs of children from birth through age 18.
3. The Circulation Department circulates library materials to patrons who wish to use them outside the building; re-shelves materials which have been used so others may have access to them; and reminds patrons of overdue materials. It also extends library service to outlying areas in Missoula County through the use of branch libraries.
4. The Reference Department assists patrons who are seeking information to use the library's collections and other information sources.
5. The Technical Services Department orders library books and materials selected by the staff; maintains records of all books and materials, and physically processes them for public use.

**PERSONNEL**

**LIBRARY**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Library Director	1	28.68	2080	59,654
Info Services Coordinator	1	16.27	2080	33,842
Admin Aide	1	14.02	2080	29,162
Reference Librarian	1	19.49	2080	40,539
Reference Librarian	1	19.49	2080	40,539
Children's Librarian	1	16.63	2080	34,590
Operations Manager	1	17.40	2080	36,192
TS/Ref Librarian	1	14.18	2080	29,494
Young Adult/Community Ser	1	14.49	2080	30,139
Library Tech	1	12.95	2080	26,936
Library Tech	0.5	14.02	1040	14,581
Library Tech	1	16.09	2080	33,467
Library Tech	0.25	11.72	520	6,094
Library Specialist	1	10.38	2080	21,590
Library Specialist	0.5	10.80	1040	11,232
Library Specialist	1	11.68	2080	24,294
Library Specialist	1	11.03	2080	22,942
Library Specialist	1	11.46	2080	23,837
Library Specialist	0.9	13.72	1872	25,684
Library Asst	0.5	9.28	1040	9,651
Library Asst	1	11.56	2080	24,045
Library Asst	0.5	9.64	1040	10,026
Library Asst	0.5	9.28	1040	9,651
Library Asst	0.5	10.27	1040	10,681
Library Asst	1	9.64	2080	20,051
Library Asst	1	9.28	2080	19,302
Library Asst	1	10.27	2080	21,362
Library Asst	0.5	9.28	1040	9,651
Library Asst	0.5	9.28	1040	9,651
Library Asst	0.125	8.97	260	2,332
Building Maintenance Asst	0.8	11.91	1664	19,818
Overtime				4,000
Pages	1.5			24,264
Annual Merit Reserve				48,262
<u>Fringe Benefits</u>	_____			<u>244,926</u>
<b>TOTALS</b>	<b>26.575</b>			<b>1,032,481</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>City County Library - General Admin</u>								
2220	- 000	460110	- 111		Permanent Salaries	136,697	142,476	4.23%
		460110	- 141		Fringe Benefits	44,973	47,459	5.53%
		460110	- 192		Annual Merit Reserve	5,000	20,852	317.04%
					Personnel	186,670	210,787	12.92%
2220	- 000	460110	- 209		Tech Supplies	25,000	38,570	54.28%
		460110	- 210		Office Supplies	3,000	3,000	
		460110	- 212		Printing, Duplication, & Supplies	2,500	2,500	
		460110	- 220		Operating Supplies	1,000	1,000	
		460110	- 224		Janitorial Supplies	2,000	2,000	
		460110	- 230		Repair & Maintenance Supplies	4,000	2,000	-50.00%
		460110	- 231		Gas & Diesel Fuel	200	200	
		460110	- 241		Tools & Materials	500	1,000	100.00%
		460110	- 311		Postage	3,000	2,000	-33.33%
		460110	- 321		Printing/Litho Costs	1,650	500	-69.70%
		460110	- 336		Public Relations Material	5,000	7,000	40.00%
		460110	- 340		Heat, Light, Water	40,000	46,000	15.00%
		460110	- 341		Garbage Collection	1,500	1,500	
		460110	- 345		Phone Basic	16,000	17,500	9.38%
		460110	- 346		Phone LD	300	300	
		460110	- 357		Contracted Services	95,000	92,000	-3.16%
		460110	- 362		Office Equipment Mtc	4,000	6,500	62.50%
		460110	- 365		Ground Maintenance & Repair	5,000	5,000	
		460110	- 369		Other Repair & Maintenance	14,000	14,000	
		460110	- 372		Mileage-Private Vehicle	3,000	5,000	66.67%
		460110	- 373		Meals, Lodging, Incidentals	4,000	5,000	25.00%
		460110	- 380		General Training (Staff)	8,000	6,000	-25.00%
		460110	- 751		Book Refunds, Library	200	200	
					Operations	238,850	258,770	8.34%
2220	- 000	460110	- 945		Capital-Office Equip	355,494	303,471	-14.63%
		460110	- 960		Capital-Library Books	240,000	260,000	8.33%
					Capital	595,494	563,471	-5.38%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>City County Library - Circulation</u></b>								
2220	- 000	460130	- 111		Permanent Salaries	187,964	230,425	22.59%
		460130	- 121		OT Full-Time	2,000	4,000	100.00%
		460130	- 141		Fringe Benefits	61,840	76,755	24.12%
		460130	- 192		Merit Reserve	6,876	10,654	54.94%
					Personnel	258,680	321,834	24.41%
2220	- 000	460130	- 220		Operating Supplies	7,000	7,000	
		460130	- 311		Postage	9,000	10,000	11.11%
		460130	- 321		Printing/Litho Costs	500	500	
					Operations	16,500	17,500	6.06%
<b><u>City County Library - Reference</u></b>								
2220	- 000	460140	- 111		Permanent Salaries	91,229	95,825	5.04%
		460140	- 141		Fringe Benefits	30,014	31,919	6.35%
		460140	- 192		Merit Reserve	3,337	4,431	32.78%
					Personnel	124,580	132,175	6.10%
<b><u>City County Library - Tech Service</u></b>								
2220	- 000	460150	- 111		Permanent Salaries	146,245	131,642	-9.99%
		460150	- 141		Fringe Benefits	48,115	43,850	-8.86%
		460150	- 192		Merit Reserve	5,350	6,087	13.78%
					Personnel	199,710	181,579	-9.08%
2220	- 000	460150	- 220		Operating Supplies	20,000	23,000	15.00%
		460150	- 321		Printing/Litho Costs	800	800	
		460150	- 357		Contracted Services	8,000	4,000	-50.00%
					Operations	28,800	27,800	-3.47%
<b><u>City County Library - Childrens Service</u></b>								
2220	- 000	460160	- 111		Permanent Salaries	94,058	88,566	-5.84%
		460160	- 141		Fringe Benefits	30,945	29,501	-4.67%
		460160	- 192		Merit Reserve	3,441	4,095	19.01%
					Personnel	128,444	122,162	-4.89%
2220	- 000	460160	- 220		Operating Supplies	3,000	3,000	
		460160	- 321		Printing/Litho Costs	1,500	1,500	
					Operations	4,500	4,500	

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>City County Library - Young Adult Services</u>								
2220	- 000	460170	- 220		Operating Supplies	800	1,800	125.00%
		460170	- 321		Printing/Litho Costs	300	300	
					Operations	<u>1,100</u>	<u>2,100</u>	<u>90.91%</u>
<u>City County Library - Extension</u>								
2220	- 000	460180	- 111		Permanent Salaries	51,455	46,359	-9.90%
		460180	- 141		Fringe Benefits	16,929	15,442	-8.78%
		460180	- 192		Merit Reserve	1,882	2,143	13.87%
					Personnel	<u>70,266</u>	<u>63,944</u>	<u>-9.00%</u>
2220	- 000	460180	- 220		Operating Supplies	1,800	1,000	-44.44%
		460180	- 311		Postage	7,000	9,000	28.57%
		460180	- 321		Printing/Litho Costs	250	250	
		460180	- 372		Mileage-Private Vehicle	1,500	500	-66.67%
					Operations	<u>10,550</u>	<u>10,750</u>	<u>1.90%</u>
2220	- 000	521000	- 871		Transfer to Trust	<u>33,000</u>	<u>30,000</u>	<u>-9.09%</u>
					Transfers Out	33,000	30,000	-9.09%
					Personnel	968,350	1,032,481	6.62%
					Operations	300,300	321,420	7.03%
					Capital	595,494	563,471	-5.38%
					Transfer Out	<u>33,000</u>	<u>30,000</u>	<u>-9.09%</u>
						<u>1,897,144</u>	<u>1,947,372</u>	<u>2.65%</u>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Library - Shared Catalog Project</u>								
2222	- 000	460150	- 214		Computer Supplies	7,500	23,500	213.33%
		460150	- 357		Contracted Services	119,985	434,799	262.38%
		460150	- 380		General Training (Staff)	15,000	15,000	
		460150	- 591		Contingency	41,422	43,104	4.06%
					Operations	183,907	516,403	180.80%
					Operations	183,907	516,403	180.80%
						183,907	516,403	180.80%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b><u>Library Fund Revenue</u></b>					
2220-000	311010	Property Tax Revenue	1,444,159	1,530,560	5.98%
	335230	State Entitlement Share	147,788	152,566	3.23%
		Library FundTax Revenue	1,591,947	1,683,126	5.73%
<b><u>Non-Tax Revenue</u></b>					
<b><u>Library Fund</u></b>					
2220-000	334100	State Aid	9,726	9,726	
	334101	Coal Tax	1,577	1,598	1.33%
	335210	Personal Property Reimbursement	30,903	26,268	-15.00%
	338006	MRA Participation	84,000	-	-100.00%
	341046	Microfilm Fees	700	700	
	346070	Library Fees	9,657	9,000	-6.80%
	346073	Ill-Borrowing Library	600	650	8.33%
	346074	Telefax Fee	150	250	66.67%
	353010	Library Fines & Forfeitures	33,000	35,000	6.06%
	362000	Miscellaneous Revenues	5,000	15,685	213.70%
		Library Fund Non-Tax Revenue	175,313	98,877	-43.60%
2220-000	383002	Transfer from Permissive Medical Levy	13,438	25,458	89.45%
		Transfers In	13,438	25,458	89.45%
		Library Fund Total Revenue	1,780,698	1,807,461	1.50%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<b>Non-Tax Revenue</b>					
<b><u>Library - Shared Catalog Project</u></b>					
2222-000	337000	Local Grant Revenue	59,536	174,274	192.72%
	365076	Libraries-Contributions	81,402	242,308	197.67%
	371010	Investment Earnings-Pool	400	400	
Total Revenue			141,338	416,982	195.02%

# NARRATIVE

FUND 2250

Office of Planning & Grants

---

## Departmental Purpose

Consistent with the Montana Code Annotated, it is the mission of the Office of Community Development to provide for services that maintain and enhance the health, safety, convenience and welfare of the residents of Missoula County. In keeping with this goal, the office must consider itself to be a people-oriented service agency dedicated to the creative application of modern techniques of:

- Citizen participation in planning.
- Recognition of differing values and needs.
- Fostering open communications.

In addition to the communicative aspects of the problems, issues and opportunities that the Missoula community must deal with, there are the technical areas that the department must provide leadership in:

- Carefully planned transportation systems.
- Centers for community activity that recognize and mitigate the impacts created.
- Creation of adequate utility, health, educational, cultural, historical and recreational facilities.
- Resolution of conflicts between agricultural, residential, industrial and commercial desires.
- Effective use of public lands.

To meet its mission, the department engages in action programs in urban area comprehensive and transportation planning, zoning, subdivision, floodplain management and mapping/graphics services.

**PERSONNEL**

**OFFICE OF PLANNING & GRANTS**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Director	1	33.61	2080	69,910
Office Manager	1	14.17	2080	29,475
Accountant	1	14.72	2080	30,615
Administrative Secretary	1	11.87	2080	24,688
Administrative Secretary	0.32	11.00	666	7,328
Senior Secretary	1	11.81	2080	24,568
Senior Secretary	1	10.64	2080	22,132
Senior Secretary	1	9.80	2080	20,384
Senior Secretary	0.75	9.37	1560	14,617
Principal Grant Administrator	1	24.51	2080	50,982
Senior Grant Administrator	1	22.29	2080	46,363
Grants Administrator	0.5	19.06	1040	19,812
Grants Administrator	1	18.12	2080	37,690
Grants Administrator	1	18.12	2080	37,690
Grants Administrator	1	19.05	2080	39,624
Grants Administrator	1	16.85	2080	35,048
Grants Administrator	0.5	16.41	1040	17,066
Grants Administrator	0.5	16.41	1040	17,066
Grants Tech	0.5	13.49	1040	14,029
Grants Tech	0.5	12.53	1040	13,031
Planner	1	21.02	2080	43,722
Senior Planner	1	21.17	2080	44,034
Senior Planner	1	22.29	2080	46,363
Senior Planner	1	22.29	2080	46,363
Senior Planner	1	21.17	2080	44,034
Planner	1	19.05	2080	39,624
Planner	1	19.51	2080	40,580
Planner	1	19.51	2080	40,580
Planner	1	19.05	2080	39,625
Planner	1	18.12	2080	37,690
Planner -Floodplain	1	16.85	2080	35,048
Assistant Planner	0.5	14.91	1040	15,506
Assistant Planner	1	12.53	2080	26,062
Assistant Planner	1	12.53	2080	26,062
Associate Planner	1	15.35	2080	31,928

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Planner	1	20.95	2080	43,576
Associate Planner	1	15.75	2080	32,760
Planner	1	17.25	2080	35,880
Associate Planner	1	15.75	2080	32,760
Planner	1	16.85	2080	35,048
Associate Planner	1	15.75	2080	32,760
Associate Planner	1	15.75	2080	32,760
Associate Planner	0.5	15.35	1040	15,964
Associate Planner	1	15.75	2080	32,760
Senior Crime Victim Advocate	1	13.42	2080	27,914
Crime Victim Advocate	1	12.86	2080	26,748
Crime Victim Advocate	1	12.53	2080	26,062
Crime Victim Advocate	1	12.53	2080	26,062
Crime Victim Advocate	1	12.53	2080	26,062
Crime Victim Advocate	1	12.53	2080	26,062
Crime Victim Advocate	0.25	12.53	520	6,516
Program Coord - Youth Forum	1	14.34	2080	29,828
MIM Program Coordinator	1	14.72	2080	30,618
MIM Transit Dvt Specialist	1	13.42	2080	27,914
MIM Secretary	0.8	9.56	1664	15,908
Principal Cartographer	0.5	14.34	1040	14,913
Principal Cartographer	1	17.06	2080	35,485
Historic Preservationist	0.5	17.06	1040	17,742
Historic Preservationist Planner	0.5	21.02	1040	21,861
Student Intern	0.60	8.00	1245	9,960
Overtime				46,000
Termination Reserve				34,146
Info Reserve				10,766
Annual Merit Reserve				91,840
<u>Fringe Benefits</u>				<u>591,954</u>
<b>TOTALS</b>	<b>52.72</b>			<b>2,567,968</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>OPG - Planning - Long Range Planning</u></b>								
2250	- 260	411031	- 111		Permanent Salaries	256,393	270,479	5.49%
		411031	- 121		OT Full-Time	4,702	7,195	53.02%
		411031	- 141		Fringe Benefits	81,962	89,285	8.93%
		411031	- 191		Term Reserve	34,146	34,146	
		411031	- 192		Annual Merit Reserve	8,751	13,662	56.12%
					Personnel	385,954	414,767	7.47%
2250	- 260	411031	- 210		Office Supplies	30,180	22,940	-23.99%
		411031	- 214		Computer Supplies	14,246	15,242	6.99%
		411031	- 311		Postage	1,650	3,450	109.09%
		411031	- 321		Printing/Litho Costs	3,700	5,200	40.54%
		411031	- 324		Copy Costs	19,500	13,412	-31.22%
		411031	- 325		Film Purchase & Development	-	200	100.00%
		411031	- 331		Ad/Legal Publications	1,000	1,215	21.50%
		411031	- 334		Books Resource Suscriptions	3,100	2,133	-31.19%
		411031	- 335		Dues & Memberships	805	1,250	55.28%
		411031	- 345		Phone Basic	5,040	4,802	-4.72%
		411031	- 346		Phone LD	1,575	1,575	
		411031	- 357		Contracted Services	35,259	32,840	-6.86%
		411031	- 362		Office Equipment Mtc	1,650	1,650	
		411031	- 371		Mileage-County Vehicle	3,865	3,663	-5.23%
		411031	- 373		Meals, Lodging, Incidentals	3,000	4,700	56.67%
		411031	- 374		Common Carrier	5,100	4,850	-4.90%
		411031	- 380		General Training (Staff)	11,250	10,450	-7.11%
		411031	- 381		Tuition/Registration Fees	2,000	-	-100.00%
		411031	- 530		Rent	3,764	3,841	2.05%
					Operations	146,684	133,413	-9.05%
2250	- 260	411031	- 945		Capital-Office Equip	7,480	-	-100.00%
		411031	- 946		Capital-Computer Equip	2,450	1,492	-39.10%
					Capital	9,930	1,492	-84.97%
<b><u>OPG - Planning - Transportation</u></b>								
2250	- 260	411033	- 111		Permanent Salaries	152,447	159,077	4.35%
		411033	- 121		OT Full-Time	4,024	4,232	5.17%
		411033	- 141		Fringe Benefits	48,736	52,511	7.75%
		411033	- 192		Annual Merit Reserve	5,231	8,006	53.05%
					Personnel	210,438	223,826	6.36%
2250	- 260	411033	- 210		Office Supplies	1,500	1,500	
		411033	- 214		Computer Supplies	4,283	4,480	4.60%
		411033	- 311		Postage	1,000	1,000	

**Statement of Budget**

<u>Fund</u>	<u>Dept</u>	<u>BSEL</u>	<u>Obj</u>	<u>Proj</u>	<u>Account Title</u>	<u>2003-2004 Amended</u>	<u>2004-2005 Proposed</u>	<u>Percent Change</u>
		411033	- 321		Printing/Litho Costs	6,000	5,560	-7.33%
		411033	- 324		Copy Costs	1,600	1,600	
		411033	- 325		Film Purchase & Development	100	100	
		411033	- 331		Ad/Legal Publications	3,500	3,500	
		411033	- 334		Books Resource Suscriptions	750	750	
		411033	- 335		Dues & Memberships	400	400	
		411033	- 345		Phone Basic	3,225	3,225	
		411033	- 346		Phone LD	500	500	
		411033	- 357		Contracted Services	125,000	125,000	
		411033	- 362		Office Equipment Mtc	350	350	
		411033	- 371		Mileage-County Vehicle	1,000	1,500	50.00%
		411033	- 373		Meals, Lodging, Incidentals	1,250	2,000	60.00%
		411033	- 374		Common Carrier	2,250	2,250	
		411033	- 380		General Training (Staff)	6,000	6,221	3.68%
		411033	- 381		Tuition/Registration Fees	1,000	-	-100.00%
					Operations	159,708	159,936	0.14%
2250	- 260	411033	- 946		Capital-Tech Equip	1,344	-	-100.00%
					Capital	1,344	-	-100.00%

**OPG - Planning - Transportation Demand Management**

2250	- 260	411033	- 111	90001	Permanent Salaries	71,910	74,440	3.52%
		411033	- 141	90001	Fringe Benefits	22,995	24,573	6.86%
		411033	- 192	90001	Annual Merit Reserve	2,535	4,175	64.69%
					Personnel	97,440	103,188	5.90%
		411033	- 214	90001	Computer Supplies	-	2,655	100.00%
		411033	- 357	90001	Contracted Services	137,561	161,159	17.15%
					Operations	137,561	163,814	19.08%

**OPG - Projects - Subdivision/Zoning**

2250	- 261	411034	- 111		Permanent Salaries	325,372	305,360	-6.15%
		411034	- 121		OT Full-Time	5,968	8,123	36.11%
		411034	- 141		Fringe Benefits	104,009	100,799	-3.09%
		411034	- 192		Annual Merit Reserve	11,070	15,476	39.80%
					Personnel	446,419	429,758	-3.73%
2250	- 261	411034	- 210		Office Supplies	2,016	2,028	0.60%
		411034	- 214		Computer Supplies	9,258	8,143	-12.04%
		411034	- 311		Postage	2,753	3,125	13.51%
		411034	- 321		Printing/Litho Costs	2,790	2,734	-2.01%
		411034	- 324		Copy Costs	913	710	-22.23%

## Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
			411034	- 325	Film Purchase & Development	456	452	-0.88%
			411034	- 331	Ad/Legal Publications	3,314	3,320	0.18%
			411034	- 334	Books Resource Suscriptions	844	838	-0.71%
			411034	- 335	Dues & Memberships	314	672	114.01%
			411034	- 345	Phone Basic	2,503	3,927	56.89%
			411034	- 346	Phone LD	507	418	-17.55%
			411034	- 353	County Attorney Chargeback	1,943	1,943	
			411034	- 362	Office Equipment Mtc	547	1,909	248.99%
			411034	- 371	Mileage-County Vehicle	1,999	4,046	102.40%
			411034	- 373	Meals, Lodging, Incidentals	1,267	2,607	105.76%
			411034	- 374	Common Carrier	1,520	1,524	0.26%
			411034	- 380	General Training (Staff)	2,053	2,294	11.74%
			411034	- 381	Tuition/Registration Fees	684	-	-100.00%
					Operations	35,681	40,690	14.04%
 <b><u>OPG - Permits - Permits</u></b>								
2250	- 262	411035	- 111		Permanent Salaries	79,140	129,034	63.05%
		411035	- 121		OT Full-Time	1,452	3,433	136.43%
		411035	- 141		Fringe Benefits	25,302	42,594	68.34%
		411035	- 192		Annual Merit Reserve	2,727	6,352	132.93%
					Personnel	108,621	181,413	67.01%
2250	- 262	411035	- 210		Office Supplies	542	556	2.58%
		411035	- 214		Computer Supplies	2,364	3,129	32.36%
		411035	- 311		Postage	619	722	16.64%
		411035	- 321		Printing/Litho Costs	859	1,201	39.81%
		411035	- 324		Copy Costs	218	202	-7.34%
		411035	- 325		Film Purchase & Development	94	95	1.06%
		411035	- 334		Books Resource Suscriptions	194	195	0.52%
		411035	- 335		Dues & Memberships	85	109	28.24%
		411035	- 345		Phone Basic	650	1,056	62.46%
		411035	- 346		Phone LD	116	113	-2.59%
		411035	- 353		County Attorney Chargeback	1,200	1,200	
		411035	- 362		Office Equipment Mtc	135	352	160.74%
		411035	- 373		Meals, Lodging, Incidentals	291	634	117.87%
		411035	- 374		Common Carrier	348	247	-29.02%
		411035	- 380		General Training (Staff)	501	652	30.14%
		411035	- 381		Tuition/Registration Fees	167	-	-100.00%
					Operations	8,383	10,463	24.81%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>OPG - Permits - Code Enforcement</u></b>								
2250	- 262	411036	- 111		Permanent Salaries	73,054	64,011	-12.38%
		411036	- 121		OT Full-Time	1,340	1,703	27.09%
		411036	- 141		Fringe Benefits	23,355	21,130	-9.53%
		411036	- 192		Annual Merit Reserve	2,516	3,562	41.57%
					Personnel	100,265	90,406	-9.83%
2250	- 262	411036	- 210		Office Supplies	500	513	2.60%
		411036	- 214		Computer Supplies	2,182	2,643	21.13%
		411036	- 311		Postage	572	667	16.61%
		411036	- 321		Printing/Litho Costs	794	1,109	39.67%
		411036	- 324		Copy Costs	201	185	-7.96%
		411036	- 325		Film Purchase & Development	87	88	1.15%
		411036	- 334		Books Resource Suscriptions	179	181	1.12%
		411036	- 335		Dues & Memberships	78	100	28.21%
		411036	- 345		Phone Basic	599	974	62.60%
		411036	- 346		Phone LD	107	104	-2.80%
		411036	- 353		County Attorney Chargeback	1,106	1,106	
		411036	- 362		Office Equipment Mtc	123	325	164.23%
		411036	- 371		Mileage-County Vehicle	1,800	2,209	22.72%
		411036	- 373		Meals, Lodging, Incidentals	268	584	117.91%
		411036	- 374		Common Carrier	322	321	-0.31%
		411036	- 380		General Training (Staff)	463	602	30.02%
		411036	- 381		Tuition/Registration Fees	154	-	-100.00%
					Operations	9,535	11,711	22.82%
2250	- 262	411036	- 946		Capital-Tech Equipment	-	4,155	100.00%
					Capital	-	4,155	100.00%
<b><u>OPG - Permits - Information desk</u></b>								
2250	- 262	411037	- 111		Permanent Salaries	73,054	78,432	7.36%
		411037	- 121		OT Full-Time	12,106	12,852	6.16%
		411037	- 141		Fringe Benefits	23,355	25,890	10.85%
		411037	- 192		Annual Merit Reserve	2,516	4,005	59.18%
					Personnel	111,031	121,179	9.14%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
2250	- 262	411037	- 210		Office Supplies	500	513	2.60%
		411037	- 214		Computer Supplies	2,182	2,142	-1.83%
		411037	- 311		Postage	572	667	16.61%
		411037	- 321		Printing/Litho Costs	794	1,109	39.67%
		411037	- 324		Copy Costs	201	185	-7.96%
		411037	- 325		Film Purchase & Development	87	88	1.15%
		411037	- 334		Books Resource Suscriptions	179	181	1.12%
		411037	- 335		Dues & Memberships	78	100	28.21%
		411037	- 345		Phone Basic	599	974	62.60%
		411037	- 346		Phone LD	107	104	-2.80%
		411037	- 353		County Attorney Chargeback	1,106	1,106	
		411037	- 362		Office Equipment Mtc	123	325	164.23%
		411037	- 373		Meals, Lodging, Incidentals	268	584	117.91%
		411037	- 374		Common Carrier	322	321	-0.31%
		411037	- 380		General Training (Staff)	463	602	30.02%
		411037	- 381		Tuition/Registration Fees	154	-	-100.00%
					Operations	7,735	9,001	16.37%

OPG - Permits - Boards

2250	- 262	411038	- 111		Permanent Salaries	42,615	58,836	38.06%
		411038	- 121		OT Full-Time	782	1,565	100.13%
		411038	- 141		Fringe Benefits	13,624	19,422	42.56%
		411038	- 192		Annual Merit Reserve	1,468	2,955	101.29%
					Personnel	58,489	82,778	41.53%
2250	- 262	411038	- 210		Office Supplies	292	300	2.74%
		411038	- 214		Computer Supplies	1,273	1,742	36.84%
		411038	- 311		Postage	334	389	16.47%
		411038	- 321		Printing/Litho Costs	463	647	39.74%
		411038	- 324		Copy Costs	117	108	-7.69%
		411038	- 325		Film Purchase & Development	51	52	1.96%
		411038	- 331		Ad/Legal Publications	2,986	3,040	1.81%
		411038	- 334		Books Resource Suscriptions	104	105	0.96%
		411038	- 335		Dues & Memberships	45	59	31.11%
		411038	- 345		Phone Basic	350	569	62.57%
		411038	- 346		Phone LD	63	61	-3.17%
		411038	- 353		County Attorney Chargeback	645	645	
		411038	- 362		Office Equipment Mtc	72	189	162.50%
		411038	- 371		Mileage-County Vehicle	199	245	23.12%
		411038	- 373		Meals, Lodging, Incidentals	156	341	118.59%
		411038	- 374		Common Carrier	188	187	-0.53%
		411038	- 380		General Training (Staff)	270	350	29.63%
		411038	- 381		Tuition/Registration Fees	90	-	-100.00%
					Operations	7,698	9,029	17.29%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>OPG - County Grants Administration</u></b>								
2250	- 263	411841	- 111		Permanent Salaries	202,262	196,890	-2.66%
		411841	- 121		OT Full-Time	3,710	5,238	41.19%
		411841	- 141		Fringe Benefits	64,642	64,993	0.54%
		411841	- 192		Annual Merit Reserve	6,718	9,674	44.00%
					Personnel	277,332	276,795	-0.19%
2250	- 263	411841	- 210		Office Supplies	1,317	1,317	
		411841	- 214		Computer Supplies	15,010	6,418	-57.24%
		411841	- 311		Postage	367	550	49.86%
		411841	- 321		Printing/Litho Costs	600	600	
		411841	- 324		Copy Costs	450	267	-40.67%
		411841	- 331		Ad/Legal Publications	962	1,200	24.74%
		411841	- 334		Books Resource Suscriptions	583	650	11.49%
		411841	- 345		Phone Basic	2,160	2,160	
		411841	- 346		Phone LD	300	300	
		411841	- 362		Office Equipment Mtc	152	600	294.74%
		411841	- 371		Mileage-County Vehicle	520	750	44.23%
		411841	- 373		Meals, Lodging, Incidentals	515	1,270	146.60%
		411841	- 374		Common Carrier	675	1,175	74.07%
		411841	- 380		General Training (Staff)	2,954	3,485	17.98%
		411841	- 381		Tuition/Registration Fees	1,281	-	-100.00%
		411841	- 530		Rent	3,764	3,841	2.05%
					Operations	31,610	24,583	-22.23%
<b><u>OPG - City Grants Administration</u></b>								
2250	- 263	411842	- 111		Permanent Salaries	64,665	68,506	5.94%
		411842	- 121		OT Full-Time	1,707	1,822	6.74%
		411842	- 141		Fringe Benefits	20,668	22,614	9.42%
		411842	- 192		Annual Merit Reserve	2,164	3,360	55.27%
					Personnel	89,204	96,302	7.96%
2250	- 263	411842	- 210		Office Supplies	500	500	
		411842	- 214		Computer Supplies	1,813	1,641	-9.49%
		411842	- 311		Postage	390	390	
		411842	- 321		Printing/Litho Costs	500	500	
		411842	- 324		Copy Costs	600	600	
		411842	- 331		Ad/Legal Publications	1,000	1,000	
		411842	- 334		Books Resource Suscriptions	600	600	
		411842	- 335		Dues & Memberships	100	100	
		411842	- 345		Phone Basic	800	800	
		411842	- 346		Phone LD	300	300	
		411842	- 362		Office Equipment Mtc	750	750	
		411842	- 371		Mileage-County Vehicle	285	285	
		411842	- 373		Meals, Lodging, Incidentals	653	653	
		411842	- 374		Common Carrier	1,200	1,200	

**Statement of Budget**

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
		411842	- 380		General Training (Staff)	900	1,410	56.67%
		411842	- 381		Tuition/Registration Fees	900	-	-100.00%
					Operations	11,291	10,729	-4.98%

**OPG - Juvenile Justice Program**

2250	- 263	420343	- 111		Permanent Salaries	14,331	14,914	4.07%
		420343	- 121		OT Full-Time	378	-	-100.00%
		420343	- 141		Fringe Benefits	4,583	4,923	7.42%
		420343	- 192		Annual Merit Reserve	505	802	58.81%
					Personnel	19,797	20,639	4.25%
2250	- 263	420343	- 210		Office Supplies	515	600	16.50%
		420343	- 311		Postage	910	600	-34.07%
		420343	- 312		Internet Services/Charges	380	260	-31.58%
		420343	- 321		Printing/Litho Costs	1,000	1,473	47.30%
		420343	- 335		Dues & Memberships	200	260	30.00%
		420343	- 345		Phone Basic	428	340	-20.56%
		420343	- 346		Phone LD	34	-	-100.00%
		420343	- 357		Contracted Services	91,428	107,475	17.55%
		420343	- 373		Meals, Lodging, Incidentals	4,857	4,056	-16.49%
		420343	- 381		Tuition/Registration Fees	1,534	-	-100.00%
		420343	- 591		Contingency	6,994	7,651	9.39%
					Operations	108,280	122,715	13.33%

**OPG - Chemical Dependency Program**

2250	- 263	440531	- 357	90003	Contracted Services	4,813	98,049	
					Operations	4,813	98,049	1937.17%

**OPG - MUSAP**

2250	- 263	440531	- 111	90020	Permanent Salaries	6,063	6,023	-0.66%
		440531	- 121	90020	OT Full-Time	160	119	-25.63%
		440531	- 141	90020	Fringe Benefits	1,939	1,988	2.53%
		440531	- 192	90020	Annual Merit Reserve	214	324	51.40%
					Personnel	8,376	8,454	0.93%
2250	- 263	440531	- 210	90020	Office Supplies	-	511	100.00%
		440531	- 345	90020	Phone Basic	384	448	16.67%
		440531	- 346	90020	Phone LD	16	-	-100.00%
		440531	- 357	90020	Contracted Services	1,875	3,500	86.67%
		440531	- 373	90020	Meals, Lodging, Incidentals	100	200	100.00%
					Operations	2,375	4,659	96.17%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>OPG - EUDL</u></b>								
2250	- 263	440532	- 331	90036	Adds/Legal Publications	-	10,940	100.00%
					Operations	-	10,940	100.00%
<b><u>OPG - Community Incentive Program</u></b>								
2250	- 263	450601	- 357	90025	Contracted Services	53,200	91,775	72.51%
		450601	- 591	90025	Contingency	3,000	-	-100.00%
					Operations	56,200	91,775	63.30%
<b><u>OPG - Project Success</u></b>								
2250	- 263	450602	- 111	90029	Permanent Salaries	8,268	8,891	7.54%
		450602	- 121	90029	OT Full-Time	218	237	8.72%
		450602	- 141	90029	Fringe Benefits	2,644	2,935	11.01%
		450602	- 192	90029	Annual Merit Reserve	291	478	64.26%
					Personnel	11,421	12,541	9.81%
2250	- 263	450602	- 210	90029	Office Supplies	1,100	938	-14.73%
		450602	- 311	90029	Postage	15	605	3933.33%
		450602	- 321	90029	Printing/Litho Costs	1,050	1,265	20.48%
		450602	- 345	90029	Phone Basic	560	444	-20.71%
		450602	- 373	90029	Meals, Lodging, Incidental	1,500	622	-58.53%
		450602	- 381	90029	Tuition/Registration Fees	600	-	-100.00%
		450602	- 591	90029	Contingency	7,902	4,728	-40.17%
					Operations	12,727	8,602	-32.41%
<b><u>OPG - Rural Domestic Violence</u></b>								
2250	- 263	452001	- 111	90015	Permanent Salaries	61,000	72,014	18.06%
		452001	- 121	90015	OT Full-Time	1,610	2,548	58.26%
		452001	- 141	90015	Fringe Benefits	19,504	23,772	21.88%
		452001	- 192	90015	Annual Merit Reserve	2,150	4,063	88.98%
					Personnel	84,264	102,397	21.52%
2250	- 263	452001	- 210	90015	Office Supplies	7,150	2,000	-72.03%
		452001	- 214	90015	Computer Supplies	-	1,325	100.00%
		452001	- 321	90015	Printing/Litho Costs	-	2,000	100.00%
		452001	- 334	90015	Books Resource Suscriptions	4,542	3,771	-16.97%
		452001	- 345	90015	Phone Basic	1,170	1,500	28.21%
		452001	- 346	90015	Phone LD	180	480	166.67%
		452001	- 357	90015	Contracted Services	89,221	111,138	24.56%

**Statement of Budget**

<b>Fund</b>	<b>Dept</b>	<b>BSEL</b>	<b>Obj</b>	<b>Proj</b>	<b>Account Title</b>	<b>2003-2004 Amended</b>	<b>2004-2005 Proposed</b>	<b>Percent Change</b>
		452001	- 371	90015	Mileage-County Vehicle	1,455	-	-100.00%
		452001	- 373	90015	Meals, Lodging, Incidentals	240	1,390	479.17%
		452001	- 380	90015	General Training (Staff)	16,354	23,901	46.15%
		452001	- 591	90015	Contingency	49,067	47,420	-3.36%
					Operations	169,379	194,925	15.08%
2250	- 263	452001	- 945	90015	Capital-Office Equip	-	1,200	100.00%
		452001	- 946	90015	Capital-Tech Equip	-	2,500	100.00%
					Capital	-	3,700	100.00%

**OPG - VOCA Victim Assistance Program**

2250	- 263	452002	- 111	90026	Permanent Salaries	102,613	105,836	3.14%
		452002	- 121	90026	OT Full-Time	2,709	2,896	6.90%
		452002	- 141	90026	Fringe Benefits	32,814	34,936	6.47%
		452002	- 192	90026	Annual Merit Reserve	3,617	5,987	65.52%
					Personnel	141,753	149,655	5.57%
2250	- 263	452002	- 210	90026	Office Supplies	3,600	3,000	-16.67%
		452002	- 214	90026	Computer Supplies	7,400	7,400	
		452002	- 311	90026	Postage	900	1,000	11.11%
		452002	- 321	90026	Printing/Litho Costs	1,320	1,320	
		452002	- 324	90026	Copy Costs	1,500	1,500	
		452002	- 334	90026	Books Resource Suscriptions	400	500	25.00%
		452002	- 335	90026	Dues & Memberships	200	525	162.50%
		452002	- 345	90026	Phone Basic	2,910	2,904	-0.21%
		452002	- 346	90026	Phone LD	600	840	40.00%
		452002	- 357	90026	Contracted Services	-	500	100.00%
		452002	- 371	90026	Mileage-County Vehicle	3,564	5,595	56.99%
		452002	- 373	90026	Meals, Lodging, Incidentals	550	1,675	204.55%
		452002	- 374	90026	Common Carrier	500	600	20.00%
		452002	- 380	90026	General Training (Staff)	-	350	100.00%
		452002	- 530	90026	Rent	4,500	4,500	
		452002	- 591	90026	Contingency	48,462	31,929	-34.12%
		452002	- 701	90026	Direct Assistance	2,000	2,000	
					Operations	78,406	66,138	-15.65%

**OPG - DFS Domestic Violence Program**

2250	- 263	452003	- 357		Contracted Services	55,000	55,000	
					Operations	55,000	55,000	

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>OPG - VAWO Safe Havens Grant</u></b>								
2250	- 263	452005	- 357	90031	Contracted Services	70,733	36,066	-49.01%
		452005	- 591	90031	Contingency	4,267	1,067	-74.99%
					Operations	<u>75,000</u>	<u>37,133</u>	-50.49%
<b><u>OPG - Mentoring Children of Prisoners</u></b>								
2250	- 263	452006	- 357	90034	Contracted Services	58,300	95,103	63.13%
		452006	- 373	90034	Meals, Lodging, Incidentals	1,700	1,402	-17.53%
					Operations	<u>60,000</u>	<u>96,505</u>	60.84%
<b><u>OPG - Culture &amp; Aesthetics Program</u></b>								
2250	- 263	460301	- 357	90005	Contracted Services	57,740	21,700	-62.42%
					Operations	<u>57,740</u>	<u>21,700</u>	-62.42%
<b><u>OPG - Historic Preservation</u></b>								
2250	- 263	460461	- 111		Permanent Salaries	40,226	42,051	4.54%
		460461	- 121		OT Full-Time	1,062	1,119	5.37%
		460461	- 141		Fringe Benefits	12,863	13,881	7.91%
		460461	- 192		Annual Merit Reserve	1,412	2,084	47.59%
					Personnel	<u>55,563</u>	<u>59,135</u>	6.43%
2250	- 263	460461	- 210		Office Supplies	400	400	
		460461	- 214		Computer Supplies	998	1,044	4.61%
		460461	- 311		Postage	100	200	100.00%
		460461	- 321		Printing/Litho Costs	675	675	
		460461	- 324		Copy Costs	250	250	
		460461	- 325		Film Purchase & Development	400	400	
		460461	- 334		Books Resource Suscriptions	300	750	150.00%
		460461	- 335		Dues & Memberships	-	150	100.00%
		460461	- 345		Phone Basic	360	600	66.67%
		460461	- 346		Phone LD	360	360	
		460461	- 371		Mileage-County Vehicle	240	340	41.67%
		460461	- 373		Meals, Lodging, Incidentals	1,050	1,050	
		460461	- 374		Common Carrier	700	700	
		460461	- 380		Training	-	350	100.00%
					Operations	<u>5,833</u>	<u>7,269</u>	24.62%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>OPG - Traveler's Rest Historic Preservation</u></b>								
2250	- 263	460461	- 357	90022	Contracted Services Operations	16,191 16,191	16,191 16,191	
<b><u>OPG - CDBG - East Missoula Sewer</u></b>								
2250	- 263	470231	- 591	90008	Contingency	7,428	1,500	-79.81%
		470231	- 701	90008	Direct Assistance Operations	169,000 176,428	138,662 140,162	-17.95% -20.56%
2250	- 263	470231	- 920	90008	Capital-Building & Const: Capital	25,500 25,500	- -	-100.00% -100.00%
<b><u>OPG - Treasure State Endowment - East Missoula Sewer</u></b>								
2250	- 263	470231	- 591	90011	Contingency Operations	2,710 2,710	- -	-100.00% -100.00%
<b><u>OPG - EPA -- East Missoula Sewer</u></b>								
2250	- 263	470231	- 920	90012	Capital-East Missoula Waste Water Capital	350 350	- -	-100.00% -100.00%
<b><u>OPG - RUS Loan-East Missoula</u></b>								
2250	- 263	470231	- 920	90013	Capital-East Missoula Waste Water Capital	45,333 45,333	- -	-100.00% -100.00%
<b><u>OPG - City -- East Missoula Sewer</u></b>								
2250	- 263	470231	- 920	90014	Capital-East Missoula Waste Water Capital	6,155 6,155	- -	-100.00% -100.00%
<b><u>OPG - RUS Grant-East Missoula Sewer</u></b>								
2250	- 263	470231	- 357	90027	Contracted Services	3,500	155,747	4349.91%
		470231	- 591	90027	Contingency Operations	20,000 23,500	- 155,747	-100.00% 562.75%
2250	- 263	470231	- 920	90027	Capital-East Missoula Waste Water Capital	379,691 379,691	- -	-100.00% -100.00%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>OPG - WOD Sewer Connection Rebates</u></b>								
2250	- 263	470231	- 701	90032	Direct Assistance	109,900	43,400	-60.51%
					Operations	109,900	43,400	-60.51%
<b><u>OPG - State CDBG - Seeley Lake Planning</u></b>								
2250	- 263	470232	- 357	90037	Contracted Services	-	7,750	100.00%
					Operations	-	7,750	100.00%
<b><u>OPG - CDBG - Nurture</u></b>								
2250	- 263	470233	- 331	90038	Ad/Legal Publications	-	250	100.00%
		470233	- 357	90038	Contracted Services	-	20,000	100.00%
		470233	- 591	90038	Admin/Contingency	-	4,750	100.00%
		470233	- 700	90038	Grants, Contributions, Loans	-	375,000	100.00%
					Operations	-	400,000	100.00%
<b><u>OPG - DIC Technical Assistance Grant</u></b>								
2250	- 263	470300	- 709		Grant Expenditures	5,000	5,000	
					Operations	5,000	5,000	
<b><u>OPG - City CDBG Block Grant Program</u></b>								
2250	- 263	470301	- 111		Permanent Salaries	96,385	95,251	-1.18%
		470301	- 121		OT Full-Time	2,544	2,534	-0.39%
		470301	- 141		Fringe Benefits	30,813	31,442	2.04%
		470301	- 192		Annual Merit Reserve	3,308	4,715	42.53%
					Personnel	133,050	133,942	0.67%
2250	- 263	470301	- 210		Office Supplies	500	600	20.00%
		470301	- 214		Computer Supplies	1,450	1,799	24.07%
		470301	- 311		Postage	400	150	-62.50%
		470301	- 321		Printing/Litho Costs	2,000	1,000	-50.00%
		470301	- 324		Copy Costs	600	200	-66.67%
		470301	- 331		Ad/Legal Publications	2,110	3,527	67.16%
		470301	- 334		Books Resource Suscriptions	250	400	60.00%
		470301	- 345		Phone Basic	800	1,000	25.00%
		470301	- 346		Phone LD	350	200	-42.86%
		470301	- 357		Contracted Services	33,670	30,085	-10.65%
		470301	- 362		Office Equipment Mtc	1,046	1,153	10.23%
		470301	- 371		Mileage-County Vehicle	100	100	

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
		470301	- 373		Meals, Lodging, Incidentals	1,000	600	-40.00%
		470301	- 374		Common Carrier	1,500	750	-50.00%
		470301	- 380		General Training (Staff)	500	323	-35.40%
		470301	- 381		Tuition/Registration Fees	775	-	-100.00%
					Operations	47,051	41,887	-10.98%

**OPG - CDBG - Pyramid Mountain Lumber**

2250	- 263	470321	- 357	90007	Contracted Services	20,000	-	-100.00%
					Operations	20,000	-	-100.00%

**OPG - City HOME Entitlement Program**

2250	- 263	470441	- 111		Permanent Salaries	51,293	43,217	-15.74%
		470441	- 121		OT Full-Time	1,354	1,150	-15.07%
		470441	- 141		Fringe Benefits	16,400	14,266	-13.01%
		470441	- 192		Annual Merit Reserve	1,783	2,160	21.14%
					Personnel	70,830	60,793	-14.17%
2250	- 263	470441	- 210		Office Supplies	200	200	
		470441	- 214		Computer Supplies	725	842	16.14%
		470441	- 324		Copy Costs	300	100	-66.67%
		470441	- 331		Ad/Legal Publications	405	715	76.54%
		470441	- 334		Books Resource Suscriptions	203	100	-50.74%
		470441	- 345		Phone Basic	119	250	110.08%
		470441	- 346		Phone LD	120	75	-37.50%
		470441	- 371		Mileage-County Vehicle	100	-	-100.00%
					Operations	2,172	2,282	5.06%
2250	- 263	470441	- 945		Capital-Technical	2,000	-	-100.00%
					Capital	2,000	-	-100.00%

**OPG - HUD-Supportive Housing Program - YWCA**

2250	- 263	470501	- 357	90006	Contracted Services	111,862	37,000	-66.92%
		470501	- 591	90006	Contingency	2,481	1,130	-54.45%
					Operations	114,343	38,130	-66.65%

**OPG - HUD-Supportive Housing Program - SHARE**

2250	- 263	470501	- 357	90021	Contracted Services	207,982	191,982	-7.69%
		470501	- 591	90021	Contingency	4,683	4,683	
					Operations	212,665	196,665	-7.52%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>OPG - HUD-Ada Feldman Transitional Housing - YWCA</u></b>								
2250	- 263	470501	- 357	90028	Contracted Services	13,000	34,327	164.05%
		470501	- 591	90028	Contingency (Admin Reserve)	-	987	100.00%
					Operations	13,000	35,314	171.65%
<b><u>OPG - HOME - First-Time Home Buyer</u></b>								
2250	- 263	470502	- 357		Contracted Services	500,000	124,874	-75.03%
					Operations	500,000	124,874	-75.03%
<b><u>OPG - HUD-Supportive Housing-Salvation Army</u></b>								
2250	- 263	470503	- 357	90033	Contracted Services	69,279	61,535	-11.18%
		470503	- 591	90033	Contingency (Admin Reserve)	-	1,465	100.00%
					Operations	69,279	63,000	-9.06%
<b><u>OPG - HOME - Opportunity Resources</u></b>								
2250	- 263	470504	- 591	90009	Contingency	-	17,000	100.00%
					Operations	-	17,000	100.00%
2250	- 263	470504	- 920	90009	Capital-Building & Construction	-	265,918	100.00%
					Capital	-	265,918	100.00%
<b><u>OPG - HOME - EPA Brownfields</u></b>								
2250	- 263	480202	- 591	90035	Contingency	-	8,000	100.00%
					Operations	-	8,000	100.00%
					Personnel	2,410,247	2,567,968	6.54%
					Operations	2,553,878	2,684,181	5.10%
					Capital	470,303	275,265	-41.47%
						5,434,428	5,527,414	1.71%

**Statement of Revenue**

			2003-2004 Amended	2004-2005 Proposed	% Change
<b><u>Office of Planning &amp; Grants Revenue</u></b>					
2250-000	311010	Property Tax Revenue	457,907	485,300	5.98%
	335230	State Entitlement Share	61,557	63,547	3.23%
		Planning Fund Tax Revenue	519,464	548,847	5.66%
<b><u>Non-Tax Revenue</u></b>					
<b><u>Office of Planning &amp; Grants</u></b>					
2250-260	311009	Special - City General	333,281	343,904	3.19%
	331050	UMTA Transit	4,012	4,012	
	331051	PL-Transportation	367,477	379,749	3.34%
	331052	90001 CMAQ Project (TDM)	221,600	253,600	14.44%
	335210	Personal Property Reimbursement	9,365	7,960	-15.00%
	341010	Publication Sales	1,800	2,286	27.00%
	341071	Graphic Charge	750	1,282	70.93%
	362000	Miscellaneous Revenues	218	318	45.87%
	323013	Floodplain Permits	6,500	6,500	
2250-261	323014	County Zoning Projects	4,766	5,657	18.69%
	323015	City Zoning Projects	19,063	18,997	-0.35%
	344036	Subdivision Fees	32,000	32,000	
2250-262	323014	County Zoning Permits	5,234	6,238	19.18%
	323015	City Zoning Permits	20,937	21,003	0.32%
2250-263	330020	90014 City-East Missoula Sewer	6,155	-	-100.00%
	331000	90003 DCHS Drug & Alcohol Grant	4,813	92,937	1830.96%
	331002	90034 Mentoring Children of Prisoners	60,000	96,505	60.84%
	331005	90009 HUD-HOME-ORI	-	282,918	100.00%
	331007	City Non-Dept HOME Entitlement	75,000	63,075	-15.90%
	331009	HUD-HOME Program	500,000	124,874	-75.03%
	331010	90007 HUD-CDBG-Pyramid Mountain Lumber	20,000	-	-100.00%
	331010	90008 HUD-CDBG	201,928	140,162	-30.59%
	331011	90021 HUD-Supportive Housing	212,665	196,665	-7.52%
	331012	90006 HUD-YWCA	114,343	38,130	-66.65%
	331012	90028 HUD-YWCA-Ada Feldman Trans Hsing	13,000	35,314	171.65%
	331014	90033 HUD-Salvation Army Supp Housing	69,279	63,000	-9.06%
	331025	90026 VOCA-Victim Assistance Grant	62,240	60,000	-3.60%
	331027	90015 Rural Domestic Violence	230,421	299,456	29.96%
	331028	90031 VAWO Safe Havens Grant	75,000	37,133	-50.49%
	331070	90013 Rural Utility Services -E Missoula-Loan	45,333	-	-100.00%
	331070	90027 Rural Utility Services -E Missoula-Grant	403,191	155,747	-61.37%
	331090	90012 EPA-East Missoula	350	-	-100.00%
	331130	90017 DPHHS Grant-Family Violence	55,000	55,000	
	331139	90025 Community Incentive Project	56,000	91,775	63.88%
	331170	Historic Preservation Grants	16,191	16,191	
	331179	Federal Juvenile Justice Grant	128,077	143,068	11.70%
	331503	90035 EPA-Brownfields	-	8,000	100.00%
	334000	90016 Montana Council for Families	970	330	-65.98%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
334000		State Grant Revenue	5,000	5,000	
334008	90038	HUD-CDBG-Nurture, Inc.	-	400,000	100.00%
334009	90037	State CDBG - Seeley Lake	-	7,750	100.00%
334013	90036	EUDL - Missoula Police Dept.	-	10,940	100.00%
334120	90011	TSEP-East Missoula	2,710	-	-100.00%
334140		Cultural Aesthetic Grants	57,740	21,700	-62.42%
337010	90029	School District Grants	24,195	20,973	-13.32%
337043		City General Fund-Grants	75,290	77,340	2.72%
337044		City Non-Dept Historical Preservation	26,189	27,195	3.84%
337047		City Contribution-CVA Program	9,665	9,643	-0.23%
337049		City Non-Dept CDBG Entitlement	180,100	175,829	-2.37%
341033		Surcharge Victim Witness CVA - County	6,000	15,000	150.00%
343038	90032	East Missoula Sewer Rebates	109,900	43,400	-60.51%
351023		Surcharge Victim Witness CVA - City	60,000	60,000	
362016	90030	Guide to Historic Missoula	300	-	-100.00%
365020	90020	Private Foundation Grants-MUSAP	8,537	11,850	38.81%
373021		HOME Program Income	23,272	-	-100.00%
		Office of Planning & Grants Non-Tax Revenue	<u>3,965,857</u>	<u>3,970,406</u>	<u>0.11%</u>
2250-000	383002	Transfer from Permissive Medical Levy	27,009	55,995	107.32%
2250-260	383006	Transfer-General Fund	249,923	272,380	8.99%
	383006	Transfer-General Fund (MIM Match)	6,700	6,700	
	383006	Transfer-General Fund (Lump-sum)	-	5,114	100.00%
2250-263	383004	Transfer-Public Safety	9,643	9,643	
	383006	Transfer-General Fund (Co Att)	8,928	8,925	-0.03%
	383014	Transfer-Community Resource Program I	19,242	-	-100.00%
	383028	Transfer-Poor Fund	208,959	224,074	7.23%
	383028	Transfer-Poor Fund/Lump-sum	-	8,292	100.00%
	383070	Transfer-CDBG Economic Development	14,583	-	-100.00%
		Total Transfers In	<u>544,987</u>	<u>591,123</u>	<u>8.47%</u>
		Office of Planning & Grants Total Revenue	<u>5,030,308</u>	<u>5,110,376</u>	<u>1.59%</u>

Statement of Budget

<u>Fund</u>	<u>Dept</u>	<u>BSEL</u>	<u>Obj</u>	<u>Proj</u>	<u>Account Title</u>	<u>2003-2004 Amended</u>	<u>2004-2005 Proposed</u>	<u>Percent Change</u>
<u>Child Daycare Fund</u>								
2145	- 000	450610	- 731		County Participation	54,620	54,620	
					Operations	54,620	54,620	
					Operations	54,620	54,620	
						54,620	54,620	

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<u>Child Care Fund Revenue</u>					
2145-000	311010	Property Tax Revenue	45,858	48,598	5.97%
	335230	State Entitlement Share	7,826	8,079	3.23%
		Child Day Care Tax Revenue	53,684	56,677	5.58%
2145-000	335210	Personal Property Reimbursement	936	796	-14.96%
		Child Day Care Non-Tax Revenue	936	796	-14.96%
		Child Day Care Total Revenue	<u>54,620</u>	<u>57,473</u>	<u>5.22%</u>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Mental Health</u>								
2271	- 000	440490	- 731		Co Participation	165,000	165,000	
					Operations	165,000	165,000	
					Operations	165,000	165,000	

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b><u>Mental Health Fund Revenue</u></b>					
2271-000	311010	Property Tax Revenue	77,843	82,500	5.98%
	335230	State Entitlement Share	13,010	13,430	3.23%
		Mental Health Fund Tax Revenue	90,853	95,930	5.59%
<b>Non-Tax Revenue</b>					
<b><u>Mental Health Fund</u></b>					
2271-000	335210	Personal Property Reimbursement	1,639	1,393	-15.00%
		Mental Health Fund Non-Tax Revenue	1,639	1,393	-15.00%
2271-000	383006	Transfer from General	76,000	76,000	
		Total Transfers Out	76,000	76,000	
		Mental Health Fund Total Revenue	168,492	173,323	2.87%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Aging Fund</u>								
2280	- 000	450300	- 731		County Participation	205,850	215,996	4.93%
					<i>Computers</i>	6,336	-	
			791		Special Projects-Sewer Repair	6,970	-	
					Operations	219,156	215,996	-1.44%
					Operations	219,156	215,996	-1.44%
						219,156	215,996	-1.44%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<u>Aging Fund Revenue</u>					
2280-000	311010	Property Tax Revenue	180,472	191,269	5.98%
	335230	State Entitlement Share	26,226	27,074	3.23%
2280-000	335210	Personal Property Reimbursement	3,813	3,241	-15.00%
Aging Fund Total Revenue			<u>210,511</u>	<u>221,584</u>	<u>5.26%</u>

## NARRATIVE

FUND 2211

Open Space

---

Montana Counties are authorized by statute to acquire and preserve open space lands for public use.

In addition to park planning, the County has refinanced the original bonds for Larchmont Golf Course in order to preserve the course as open space.

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Open Space</u>								
2211	- 000	470400	- 357		Contracted Services	46,494	-	-100.00%
					Operations	46,494	-	-100.00%
					Operations	46,494	-	-100.00%
						46,494	-	-100.00%

## NARRATIVE

FUND 2120

Poor

---

The County Poor Fund has been established by the Board of County Commissioners to provide human services not otherwise available through state or federal funding.

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Poor Fund</u>								
2120	- 000	450131	- 591		Contingency	2,000	1,000	-50.00%
		450131	- 731		County Participation			100.00%
					<i>CASA</i>	-	10,000	
					<i>Family Law Clinic</i>	5,350	5,350	
					<i>Friends to Youth</i>	15,000	15,000	
					<i>Missoula Aging Services</i>	9,000	9,000	
					<i>Missoula Food Bank</i>	27,040	27,040	
					<i>Missoula Youth Homes</i>	36,300	36,300	
					<i>The Parenting Place</i>	10,282	10,282	
					<i>Drug-Free Schools Match</i>	-	1,000	
					<i>Partnership Heath Center</i>	210,000	210,000	
					<i>Poverello Center</i>	40,000	33,000	
					<i>Human Resource Council (SSIT)</i>	198,000	198,000	
					<i>Salvation Army (Transportation)</i>	18,000	18,000	
					<i>Salvation Army (Winter Shelter)</i>	20,000	20,000	
					<i>Watson's Childrens Center</i>	20,250	20,250	
					<i>WORD Family Basics</i>	12,000	12,000	
					<i>Indigent Burial</i>	2,000	-	
					<i>YWCA Displaced Homemakers</i>	5,000	5,000	
					<i>YWCA Jesuit Volunteer</i>	18,000	18,000	
					<i>Unallocated</i>	-	25,959	
		450131	- 731		County Participation ( Prior Year)	47,846	26,083	-45.49%
					Operations	696,068	701,264	0.75%
		521000	- 823		Transfer-Planning/Grants Match	208,959	224,074	7.23%
			823		Transfer-Planning/Lump-sum	-	8,292	100.00%
			826		Transfer-General Fund-Attorney	31,000	31,000	
					Transfers Out	239,959	263,366	9.75%
					Operations	696,068	701,264	0.75%
					Transfers Out	239,959	263,366	9.75%
						936,027	964,630	3.06%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b><u>Poor Fund Revenue</u></b>					
2120-000	311010	Property Tax Revenue	712,188	753,983	5.87%
	335230	State Entitlement Share	91,763	94,730	3.23%
		Poor Fund Tax Revenue	803,951	848,713	5.57%
<b><u>Non-Tax Revenue</u></b>					
<b><u>Poor Fund</u></b>					
2120-000	334050	SSI Reimbursement	60,000	70,000	16.67%
	335210	Personal Property Reimbursement	13,579	11,542	-15.00%
		Poor Fund Non-Tax Revenue	73,579	81,542	10.82%
2120-000	383004	Transfer - County CDBG Program Income	8,000	-	-100.00%
		Transfers In	8,000	-	-100.00%
		Poor Fund Total Revenue	885,530	930,255	5.05%

## NARRATIVE

FUND 2270

Health

The City-County Health Department is operated under an Interlocal agreement between the City of Missoula and Missoula County. The seven member Board of Health, which governs the Department, is appointed equally by the City council and the County Commissioners. Four divisions and the water quality district operate to protect, maintain, and improve the public health of citizens in the community.

In recent years, the governance structure of the department has been modified to better oversee the new and various responsibilities of the department. The Health Board oversees the policies of the Health Services, Health Education, and the Environmental Health Divisions and doubles as the Air Pollution Control Board. The Partnership Health Center Governing Board is a separate body of individuals that oversees the fourth division, the Partnership Health Center and holds an agreement with the Health Board and Missoula County for in-kind administrative support. The Water Quality District Board, which is also established through an Interlocal City-County agreement, is comprised of the existing Health Board plus one member of the Conservation District.

The Health Services Division programs are designed to prevent disease and promote the health and well-being of individuals and families in Missoula. Activities include maternal child health programs, administration of a three county WIC nutrition program, and communicable disease prevention and control.

The chronic and preventable nature of today's problems point to an increasing need for health education and prevention programs. The Health Education Division initiates or coordinates with other agencies to implement health education and prevention projects in the community. This division provides a vital link between the department and the Missoula community in terms of public health issues and education projects.

The Environmental Health Division conducts programs to improve and maintain the quality of air, water, licensed establishments, and land use in the City and County of Missoula. The division has several regulatory enforcement programs mandated by State law, local ordinances, or County resolutions. In addition, the Division responds to public inquiries or complaints about a wide range of environmental problems. The long-range goals of all division programs are protection of public health from unreasonable risks of injury or disease caused by pollutants in the environment.

**PERSONNEL**

**HEALTH**

<u>POSITION</u>	<u>F.T.E.</u>			<u>SALARY</u>
Admin Director	1	33.87	2088	70,721
Admin Aide	1	16.86	2088	35,204
Department Accountant	0.875	18.79	1827	34,330
Accounting Clerk	0.3	11.36	626	7,111
Computer Operations Spec	0.9	16.45	1879	30,910
Computer Operations Spec	1	15.18	2088	31,696
Director-Environmental Health	0.85	29.80	1775	52,894
Environmental Health Supervisor	1	23.93	2088	49,966
Environmental Health Spec	1	20.75	2088	43,326
Environmental Health Spec	1	23.84	2088	49,778
Environmental Health Spec	1	20.34	2088	42,470
Environmental Health Spec	1	23.84	2088	49,778
Environmental Health Spec	0.95	17.37	1984	34,462
Environmental Health Spec	1	20.34	2088	42,470
Environmental Health Spec	1	14.42	2088	30,109
Environmental Health Spec	0.95	23.84	1984	47,299
Environmental Health Spec	1	15.18	2088	31,696
Environmental Health Spec	1	16.68	2088	34,828
Admin Secretary	0.95	12.10	1984	24,007
Admin Secretary	0.9	11.36	1879	21,346
Community Decay	0.15	19.27	313	6,032
Director - Health Education	1	27.65	2088	57,733
PH Emergency	0.8	17.40	1670	29,058
On-Call CPA	0.42	11.30	877	9,910
Senior Community Health Spec	1	21.89	2088	45,707
Senior Community Health Spec	0.9	15.79	1879	29,669
Community Health Spec	0.25	14.82	522	7,736
Community Health Spec	0.25	13.16	522	6,870
Community Health Spec	1	15.18	2088	31,696
Community Health Spec	0.5	13.16	1044	13,739
Director - Health Services	1	27.76	2088	57,962
Unit Supv - Health - Nutrition	1	26.68	2088	55,707
Unit Supv - Health - Nursing	1	22.73	2088	47,460
Unit Supv - Health	1	25.13	2088	52,471
Maternal Child Health	1	17.78	2088	37,125
Senior Secretary	1	11.56	2088	24,137
Medical Social Worker	1	20.34	2088	42,470
Medical Social Worker	0.33	15.85	689	10,921
Medical Social Worker	1	19.92	2088	41,592

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Nutrition Aide II	0.8	14.22	1670	23,747
Nutrition Aide II	0.8	13.69	1670	22,862
Nutrition Aide II	0.8	11.90	1670	19,873
Nutrition Aide III	1	12.66	2088	26,434
Public Health Nurse I	1	18.19	2088	37,981
Public Health Nurse I	1	18.54	2088	38,711
Public Health Nurse I	1	20.07	2088	41,906
Public Health Nurse I	1	18.91	2088	39,484
Public Health Nurse I	1	18.54	2088	38,712
Public Health Nurse I	0.55	21.88	1148	25,119
Public Health Nurse I	1	17.47	2088	36,477
Public Health Nurse I	0.8	21.47	1670	35,855
Public Health Nurse I	0.5	21.07	1044	21,997
Public Health Nurse I	0.8	18.54	1670	30,962
Public Health Nurse I	0.2	17.47	418	7,302
Public Health Nurse I	1	17.82	2088	37,208
Public Health Nurse I	1	21.88	2088	45,685
Public Health Nurse II	0.8	23.51	1670	39,262
Public Health Nurse II	0.75	21.47	1566	33,621
Public Health Nutritionist	0.65	20.35	1357	27,615
Public Health Nutritionist	1	24.63	2088	51,428
Home Economist	0.8	17.77	1670	29,676
Home Economist	1.00	17.73	2088	37,020
Receptionist/Vital Stat Clerk	1	14.67	2088	30,631
Receptionist	0.8	10.25	1670	17,119
Senior Secretary	0.9	10.68	1879	20,061
Senior Secretary	1	12.25	2088	25,578
Senior Secretary	0.38	11.12	792	8,806
Admin Secretary	1	15.61	2088	32,599
Overtime				1,000
On Call				9,910
JV Flex Admin				2,000
Work Study				4,500
Temporary Salaries				70,253
Annual Merit Reserve				121,488
<u>Fringe Benefits</u>				<u>713,386</u>
<b>TOTALS</b>	<b>57.604</b>			<b>3,178,664</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Health - Admin</u></b>								
2270	- 610	440110	- 111		Permanent Salaries	135,616	139,934	3.18%
		440110	- 141		Fringe Benefits	40,644	44,247	8.86%
		440110	- 192		Annual Merit Reserve	5,288	37,928	617.25%
		440110	- 194		JV Flex Benefit Admin Cost	2,000	2,000	
					Personnel	183,548	224,109	22.10%
2270	- 610	440110	- 210		Office Supplies	8,000	8,000	
		440110	- 214		Computer Supplies	5,000	1,000	-80.00%
		440110	- 231		Gas & Diesel Fuel	100	50	-50.00%
		440110	- 311		Postage	8,900	10,500	17.98%
		440110	- 321		Printing/Litho Costs	4,500	4,000	-11.11%
		440110	- 324		Copy Costs	3,000	4,500	50.00%
		440110	- 334		Books Resource Suscriptions	250	500	100.00%
		440110	- 335		Dues & Memberships	1,000	1,000	
		440110	- 345		Phone Basic	28,000	24,000	-14.29%
		440110	- 346		Phone LD	1,000	500	-50.00%
		440110	- 353		County Attorney Chargeback	6,500	6,500	
		440110	- 357		Contracted Services	10,000	10,000	
		440110	- 361		Vehicle Maintenance	250	250	
		440110	- 362		Office Equipment Mtc	1,000	1,500	50.00%
		440110	- 369		Other Repair & Maintenance	50	50	
		440110	- 371		Mileage-County Vehicle	1,000	1,000	
		440110	- 372		Mileage-Private Vehicle	50	50	
		440110	- 373		Meals, Lodging, Incidentals	3,000	3,000	
		440110	- 374		Common Carrier	750	1,000	33.33%
		440110	- 381		Tuition/Registration Fees	500	500	
		440110	- 531		Rents	1,200	1,200	
					Operations	84,050	79,100	-5.89%
<b><u>Health - Admin - Management Info Systems</u></b>								
2270	- 610	440111	- 111		Permanent Salaries	63,043	65,735	4.27%
		440111	- 113		On-Call Weekday \$10.00	2,600	2,600	
		440111	- 141		Fringe Benefits	18,894	20,785	10.01%
		440111	- 192		Annual Merit Reserve	2,458	2,596	5.61%
					Personnel	86,995	91,716	5.43%
2270	- 610	440111	- 210		Office Supplies	600	600	
		440111	- 214		Computer Supplies	11,300	5,555	-50.84%
		440111	- 227		Lab Supplies	1,000	25	-97.50%
		440111	- 311		Postage	50	200	300.00%
		440111	- 317		Radio/Pager/Cellular Service	336	336	
		440111	- 324		Copy Costs	50	50	
		440111	- 334		Books Resource Suscriptions	500	500	

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
		440111	- 335		Dues & Memberships	150	150	
		440111	- 345		Phone Basic	1,080	2,600	140.74%
		440111	- 346		Phone LD	200	200	
		440111	- 357		Contracted Services	5,000	7,000	40.00%
		440111	- 362		Office Equipment Mtc	300	300	
		440111	- 369		Other Repair & Maintenance	500	500	
		440111	- 372		Mileage-Private Vehicle	400	400	
		440111	- 373		Meals, Lodging, Incidentals	1,500	2,900	93.33%
		440111	- 374		Common Carrier	1,500	1,500	
		440111	- 381		Tuition/Registration Fees	7,500	5,500	-26.67%
		440111	- 561		Software-General Applications	-	8,100	100.00%
					Operations	31,966	36,416	13.92%
2270	- 610	440111	- 946		Capital-Tech Equipment	13,000	14,400	10.77%
					Capital	13,000	14,400	10.77%
 <b><u>Health - Admin - Computer</u></b>								
2270	- 610	440112	- 214		Computer Supplies	5,000	3,000	-40.00%
		440112	- 227		Equipment no-capital	-	13,600	100.00%
		440112	- 561		Software	-	5,000	100.00%
					Operations	5,000	21,600	332.00%
 <b><u>Health - Admin - Computer Network Software &amp; Services</u></b>								
2270	- 610	440114	- 214		Computer Supplies	-	27,847	100.00%
		440114	- 227		Equipment no-capital	-	14,160	100.00%
		440114	- 357		Contracted Services	-	21,000	100.00%
					Operations	-	63,007	100.00%
					Personnel	270,543	315,825	16.74%
					Operations	121,016	200,123	65.37%
					Capital	13,000	14,400	10.77%
						404,559	530,348	31.09%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Environmental Health</u>								
2270	- 611	440110	- 111		Permanent Salaries	407,467	439,854	7.95%
		440110	- 112		Temporary Salaries	-	9,000	100.00%
		440110	- 114		Work Study	500	500	
		440110	- 121		OT Full-Time	500	500	
		440110	- 125		Health On Call-\$25.	250	250	
		440110	- 141		Fringe Benefits	121,802	139,082	14.19%
		440110	- 192		Annual Merit Reserve	15,595	17,368	11.37%
					Personnel	546,114	606,554	11.07%
2270	- 611	440110	- 207		Data Gathering/Analysis	500	500	
		440110	- 214		Computer Supplies	5,000	10,000	100.00%
		440110	- 221		Investigative Aids	350	350	
		440110	- 225		Safety Supplies & Equip	2,000	1,000	-50.00%
		440110	- 227		Lab Supplies & NC Equip	19,000	19,000	
		440110	- 231		Gas & Diesel Fuel	300	300	
		440110	- 232		Radio Maintenance	500	250	-50.00%
		440110	- 241		Tools & Materials	500	500	
		440110	- 317		Radio/Pager/Cellular Service	1,350	1,350	
		440110	- 325		Film Purchase & Development	50	50	
		440110	- 331		Ad/Legal Publications	400	1,000	150.00%
		440110	- 334		Books Resource Suscriptions	1,500	1,500	
		440110	- 335		Dues & Memberships	300	300	
		440110	- 346		Phone LD	3,300	1,500	-54.55%
		440110	- 357		Contracted Services	8,500	17,000	100.00%
		440110	- 361		Vehicle Repairs	300	300	
		440110	- 369		Other Repair & Maintenance	2,600	2,600	
		440110	- 371		Mileage-County Vehicle	16,000	16,000	
		440110	- 372		Mileage-Private Vehicle	700	700	
		440110	- 373		Meals, Lodging, Incidentals	3,000	4,000	33.33%
		440110	- 374		Common Carrier	1,500	4,000	166.67%
		440110	- 381		Tuition/Registration Fees	1,200	3,000	150.00%
		440110	- 391		Lab Services	550	550	
					Operations	69,400	85,750	23.56%
2270	- 611	440110	- 945		Capital-Office Equip	-	10,000	100.00%
		440110	- 946		Capital-Computer Equip	-	2,000	100.00%
					Capital	-	12,000	100.00%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Environmental Health - Air Quality</u></b>								
2270	- 611	440160	- 111		Permanent Salaries	118,800	103,912	-12.53%
		440160	- 114		Work Study	1,000	500	-50.00%
		440160	- 121		OT Full-Time	1,000	500	-50.00%
		440160	- 125		Health On Call-\$25	100	1,000	900.00%
		440160	- 141		Fringe Benefits	35,604	32,857	-7.72%
		440160	- 192		Annual Merit Reserve	4,632	4,103	-11.42%
					Personnel	161,136	142,872	-11.33%
2270	- 611	440160	- 207		Data Gathering/Analysis	3,000	3,000	
		440160	- 211		Audio/Visual Material	630	630	
		440160	- 214		Computer Supplies	3,000	3,000	
		440160	- 227		Lab Supplies & NC Equip	4,500	4,500	
		440160	- 321		Printing/Litho Costs	2,200	2,200	
		440160	- 331		Ad/Legal Publications	490	490	
		440160	- 335		Dues & Memberships	10	10	
		440160	- 336		Public Relations Material	6,000	2,000	-66.67%
		440160	- 340		Heat, Light, Water	2,000	2,000	
		440160	- 345		Phone Basic	4,225	3,500	-17.16%
		440160	- 346		Phone LD	500	500	
		440160	- 357		Contracted Services	15,248	5,000	-67.21%
		440160	- 369		Equipment Repair	10	10	
		440160	- 371		Mileage-County Vehicle	3,000	3,000	
		440160	- 373		Meals, Lodging, Incidentals	1,000	1,000	
		440160	- 374		Common Carrier	1,000	1,000	
		440160	- 381		Tuition/Registration Fees	3,000	3,000	
		440160	- 595		Mainframe Charges	1,888	-	-100.00%
					Operations	51,701	34,840	-32.61%
2270	- 611	440160	- 945		Capital-Office	5,000	-	-100.00%
					Capital	5,000	-	-100.00%
<b><u>Environmental Health - DEQ Office Expense</u></b>								
2270	- 611	440161	- 227		Lab Supplies	50	50	
		440161	- 311		Postage	150	150	
		440161	- 324		Copy Costs	200	200	
		440161	- 345		Phone Basic	350	350	
		440161	- 346		Phone LD	1,250	1,250	
		440161	- 595		Mainframe Charges	944	1,000	5.93%
					Operations	2,944	3,000	1.90%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Environmental Health - Radon Grant</u></b>								
2270	- 611	440162	- 210		Office Supplies	50	25	-50.00%
		440162	- 225		Safety Supplies & Equip	1,800	900	-50.00%
		440162	- 321		Printing/Litho Costs	2,000	1,000	-50.00%
		440162	- 331		Ad/Legal Publications	50	25	-50.00%
		440162	- 334		Books Resource Suscriptions	100	50	-50.00%
		440162	- 357		Contracted Services	2,400	1,500	-37.50%
		440162	- 541		Refunds	600	-	-100.00%
					Operations	7,000	3,500	-50.00%
 <b><u>Environmental Health - Community Decay</u></b>								
2270	- 611	440165	- 111		Permanent Salaries	7,450	7,368	-1.10%
		440165	- 141		Fringe Benefits	2,233	2,330	4.34%
		440165	- 192		Annual Merit Reserve	290	291	0.34%
					Personnel	9,973	9,989	0.16%
2270	- 611	440165	- 210		Office Supplies	27	11	-59.26%
					Operations	27	11	-59.26%
					Personnel	717,223	759,415	5.88%
					Operations	131,072	127,101	-3.03%
					Capital	5,000	12,000	140.00%
						853,295	898,516	5.30%

**Statement of Budget**

<u>Fund</u>	<u>Dept</u>	<u>BSEL</u>	<u>Obj</u>	<u>Proj</u>	<u>Account Title</u>	<u>2003-2004 Amended</u>	<u>2004-2005 Proposed</u>	<u>Percent Change</u>
<b><u>Health Education - Safe Kids</u></b>								
2270	- 612	420001	- 210		Office Supplies	50	50	
		420001	- 225		Safety Supplies	2,050	2,050	
		420001	- 228		Curriculum Materials	1,000	1,000	
		420001	- 311		Postage	100	100	
		420001	- 321		Printing/Litho Costs	1,400	1,400	
		420001	- 324		Copy Costs	1,000	1,000	
		420001	- 331		Ad/Legal Publications	4,000	4,000	
		420001	- 336		Public Relations	50	50	
		420001	- 345		Phone Basic Charge	50	50	
		420001	- 346		Phone LD	100	100	
		420001	- 358		Consultants	100	100	
		420001	- 372		Mileage-Private Vehicle	100	100	
					Operations	10,000	10,000	
<b><u>Health Education - Safe Communities</u></b>								
2270	- 612	420002	- 111		Permanent Salaries	17,401	13,703	-21.25%
		420002	- 141		Fringe Benefits	5,215	4,333	-16.91%
		420002	- 192		Annual Merit Reserve	678	541	-20.21%
					Personnel	23,294	18,577	-20.25%
2270	- 612	420002	- 228		Curriculum Materials	50	50	
		420002	- 311		Postage	100	100	
		420002	- 321		Printing/Litho Costs	400	200	-50.00%
		420002	- 324		Copy Costs	150	400	166.67%
		420002	- 331		Ads/Legal Publications	-	300	100.00%
		420002	- 345		Phone Basic	50	200	300.00%
		420002	- 346		Phone LD	156	50	-67.95%
		420002	- 357		Contracted Services	-	4,323	100.00%
		420002	- 372		Mileage-Private Vehicle	400	400	
		420002	- 373		Meals, Lodging, Incidentals	400	400	
					Operations	1,706	6,423	276.49%
<b><u>Health Education - DUI Enforcement</u></b>								
2270	- 612	420153	- 111		Permanent Salaries	5,770	10,245	77.56%
		420153	- 141		Fringe Benefits	1,730	3,239	87.23%
		420153	- 192		Annual Merit Reserve	-	405	100.00%
					Personnel	7,500	13,889	85.19%
2270	- 612	420153	- 210		Office Supplies	50	1,000	1900.00%
		420153	- 228		Curriculum Materials	1,213	500	-58.78%
		420153	- 311		Postage	50	500	900.00%

**Statement of Budget**

<b>Fund</b>	<b>Dept</b>	<b>BSEL</b>	<b>Obj</b>	<b>Proj</b>	<b>Account Title</b>	<b>2003-2004 Amended</b>	<b>2004-2005 Proposed</b>	<b>Percent Change</b>
		420153	- 321		Printing/Litho Costs	1,000	-	-100.00%
		420153	- 324		Copy Costs	-	500	100.00%
		420153	- 331		Ad/Legal Publications	237	-	-100.00%
		420153	- 336		Public Relations Materials	600	500	-16.67%
		420153	- 352		Legal Services	1,650	-	-100.00%
		420153	- 357		Contracted Services	9,000	12,411	37.90%
		420153	- 372		Mileage-Private Vehicle	-	500	100.00%
		420153	- 373		Meals, Lodging, Incidentals	-	200	100.00%
		420153	- 374		Common Carrier	450	-	-100.00%
		420153	- 381		Tuition/Registration Fees	750	-	-100.00%
					Operations	15,000	16,111	7.41%

**Health Education - Traffic Safety (05-06)**

2270	- 612	420190	- 111	74000	Permanent Salaries	14,540	15,805	8.70%
		420190	- 141	74000	Fringe Benefits	4,949	4,998	0.99%
		420190	- 192	74000	Annual Merit Reserve	686	624	-9.04%
					Personnel	20,175	21,427	6.21%
2270	- 612	420190	- 210	74000	Office Supplies	75	1,000	1233.33%
		420190	- 228	74000	Curriculum Materials	-	200	100.00%
		420190	- 311	74000	Postage	375	300	-20.00%
		420190	- 321	74000	Printing/Litho Costs	75	200	166.67%
		420190	- 324	74000	Copy Costs	75	600	700.00%
		420190	- 345	74000	Phone Basic	50	-	-100.00%
		420190	- 346	74000	Phone LD	175	300	71.43%
		420190	- 357	74000	Contracted Services	-	500	100.00%
		420190	- 372	74000	Mileage-Private Vehicle	2,000	1,000	-50.00%
		420190	- 373	74000	Meals, Lodging, Incidentals	1,000	723	-27.70%
					Operations	3,825	4,823	26.09%

**Health Education - Traffic Safety (04-05)**

2270	- 612	420190	- 111	75000	Permanent Salaries	6,523	5,954	-8.72%
		420190	- 141	75000	Fringe Benefits	1,955	1,883	-3.68%
		420190	- 192	75000	Annual Merit Reserve	254	235	-7.48%
					Personnel	8,732	8,072	-7.56%
2270	- 612	420190	- 210	75000	Office Supplies	-	200	100.00%
		420190	- 324	75000	Copy Costs	-	200	100.00%
		420190	- 346	75000	Phone LD	-	178	100.00%
		420190	- 372	75000	Mileage-Private Vehicle	-	100	100.00%
					Operations	-	678	100.00%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Health Education - Public Health Emergencies</u></b>								
2270	- 612	440050	- 111		Permanent Salaries	95,700	-	-100.00%
		440050	- 112		Temporary Salaries	2,988	-	-100.00%
		440050	- 113		On Call Weekday	4,500	-	-100.00%
		440050	- 121		OT-Full Time	200	-	-100.00%
		440050	- 125		On Call Weekend	1,560	-	-100.00%
		440050	- 141		Fringe Benefits	28,674	-	-100.00%
		440050	- 192		Annual Merit Reserve	3,704	-	-100.00%
					Personnel	137,326	-	-100.00%
2270	- 612	440050	- 210		Office Supplies	4,000	-	-100.00%
		440050	- 228		Curriculum Materials	1,500	-	-100.00%
		440050	- 311		Postage	1,000	-	-100.00%
		440050	- 321		Printing/Litho Costs	1,000	-	-100.00%
		440050	- 331		Ads/Legal Publications	1,000	-	-100.00%
		440050	- 336		Public Relations Materials	1,000	-	-100.00%
		440050	- 345		Phone Basic	1,500	-	-100.00%
		440050	- 346		Phone LD	1,000	-	-100.00%
		440050	- 357		Contracted Services	1,000	-	-100.00%
		440050	- 358		Consultants	1,000	-	-100.00%
		440050	- 371		Mileage-County Vehicle	1,000	-	-100.00%
		440050	- 372		Mileage-Private Vehicle	1,459	-	-100.00%
		440050	- 373		Meals, Lodging, Incidentals	5,000	-	-100.00%
		440050	- 595		Mainframe Charges	3,811	-	-100.00%
					Operations	25,270	-	-100.00%
<b><u>Health Education - Public Health Emergencies 04-05</u></b>								
2270	- 612	440050	- 111	82000	Permanent Salaries	23,177	14,139	-39.00%
		440050	- 112	82000	Temporary Salaries	3,026	2,000	-33.91%
		440050	- 113	82000	On Call Weekday	400	750	87.50%
		440050	- 125	82000	On Call Weekend	375	260	-30.67%
		440050	- 141	82000	Fringe Benefits	6,450	4,471	-30.68%
		440050	- 192	82000	Annual Merit Reserve	-	558	100.00%
					Personnel	33,428	22,178	-33.65%
2270	- 612	440050	- 210	82000	Office Supplies	385	1,000	159.74%
		440050	- 214	82000	Computer Supplies	-	5,000	100.00%
		440050	- 227	82000	Lab Supplies	-	4,000	100.00%
		440050	- 228	82000	Curriculum Materials	54	1,509	2694.44%
		440050	- 311	82000	Postage	90	300	233.33%
		440050	- 321	82000	Printing/Litho Costs	941	300	-68.12%
		440050	- 331	82000	Ads/Legal Publications	2,774	500	-81.98%
		440050	- 336	82000	Public Relations Materials	21	600	2757.14%
		440050	- 345	82000	Phone Basic	652	200	-69.33%
		440050	- 346	82000	Phone LD	16	100	525.00%
		440050	- 357	82000	Contracted Services	-	1,170	100.00%
		440050	- 358	82000	Consultants	2,047	500	-75.57%

**Statement of Budget**

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
		440050	- 371	82000	Mileage-County Vehicle	-	300	100.00%
		440050	- 372	82000	Mileage-Private Vehicle	200	500	150.00%
		440050	- 373	82000	Meals, Lodging, Incidentals	1,395	1,000	-28.32%
		440050	- 595	82000	Mainframe Charges	-	2,362	100.00%
					Operations	<u>8,575</u>	<u>19,341</u>	125.55%

**Health Education - Public Health Emergencies 05-06**

2270	- 612	440050	- 111	83000	Permanent Salaries	-	70,631	100.00%
		440050	- 112	83000	Temporary Salaries	-	27,753	100.00%
		440050	- 113	83000	On Call Weekday	-	3,750	100.00%
		440050	- 125	83000	On Call Weekend	-	1,300	100.00%
		440050	- 141	83000	Fringe Benefits	-	22,334	100.00%
		440050	- 192	83000	Annual Merit Reserve	-	2,789	100.00%
					Personnel	<u>-</u>	<u>128,557</u>	100.00%
2270	- 612	440050	- 210	83000	Office Supplies	-	3,000	100.00%
		440050	- 228	83000	Curriculum Materials	-	2,000	100.00%
		440050	- 311	83000	Postage	-	500	100.00%
		440050	- 321	83000	Printing/Litho Costs	-	1,000	100.00%
		440050	- 331	83000	Ads/Legal Publications	-	1,000	100.00%
		440050	- 336	83000	Public Relations Materials	-	1,000	100.00%
		440050	- 345	83000	Phone Basic	-	1,000	100.00%
		440050	- 346	83000	Phone LD	-	1,000	100.00%
		440050	- 357	83000	Contracted Services	-	9,539	100.00%
		440050	- 358	83000	Consultants	-	2,000	100.00%
		440050	- 371	83000	Mileage-County Vehicle	-	1,000	100.00%
		440050	- 372	83000	Mileage-Private Vehicle	-	1,000	100.00%
		440050	- 373	83000	Meals, Lodging, Incidentals	-	6,000	100.00%
		440050	- 595	83000	Mainframe Charges	-	4,000	100.00%
					Operations	<u>-</u>	<u>34,039</u>	100.00%

**Health Education - Obesity Prevention Grant**

2270	- 612	440102	- 111		Permanent Salaries	52,639	26,687	-49.30%
		440102	- 112		Temporary Salaries	-	16,000	100.00%
		440102	- 141		Fringe Benefits	15,776	8,438	-46.51%
		440102	- 192		Annual Merit Reserve	2,052	1,054	-48.64%
					Personnel	<u>70,467</u>	<u>52,179</u>	-25.95%
2270	- 612	440102	- 210		Office Supplies	100	50	-50.00%
		440102	- 214		Computer Supplies	175	50	-71.43%
		440102	- 228		Curriculum Materials	100	100	
		440102	- 311		Postage	200	200	
		440102	- 321		Printing/Litho Costs	600	500	-16.67%
		440102	- 324		Copy Costs	500	500	
		440102	- 331		Ads/Legal Publications	450	500	11.11%
		440102	- 345		Phone Basic	50	70	40.00%

**Statement of Budget**

<u>Fund</u>	<u>Dept</u>	<u>BSEL</u>	<u>Obj</u>	<u>Proj</u>	<u>Account Title</u>	<u>2003-2004 Amended</u>	<u>2004-2005 Proposed</u>	<u>Percent Change</u>
		440102	- 346		Phone LD	200	50	-75.00%
		440102	- 357		Contracted Services	-	50	100.00%
		440102	- 372		Mileage-Private Vehicle	558	200	-64.16%
		440102	- 373		Meals, Lodging, Incidentals	600	551	-8.17%
					Operations	<u>3,533</u>	<u>2,821</u>	<u>-20.15%</u>

**Health Education - Child Safety Seats**

2270	- 612	440103	- 210		Office Supplies	100	100	
		440103	- 225		Safety Supplies & Equipment	1,000	1,000	
		440103	- 311		Postage	100	100	
		440103	- 321		Printing/Litho Costs	100	100	
		440103	- 324		Copy Costs	100	100	
		440103	- 372		Mileage-Private Vehicle	100	100	
					Operations	<u>1,500</u>	<u>1,500</u>	

**Health Education - General**

2270	- 612	440110	- 111		Permanent Salaries	90,582	90,750	0.19%
		440110	- 112		Temporary Salaries	6,000	7,000	16.67%
		440110	- 141		Fringe Benefits	27,147	28,695	5.70%
		440110	- 192		Annual Merit Reserve	3,532	3,583	1.44%
					Personnel	<u>127,261</u>	<u>130,028</u>	<u>2.17%</u>
2270	- 612	440110	- 210		Office Supplies	1,000	2,600	160.00%
		440110	- 214		Computer Supplies	1,000	2,000	100.00%
		440110	- 225		Safety Supplies & Equip	1,500	1,500	
		440110	- 228		Curriculum Materials	600	500	-16.67%
		440110	- 311		Postage	500	500	
		440110	- 321		Printing/Litho Costs	500	500	
		440110	- 324		Copy Costs	500	500	
		440110	- 331		Ad/Legal Publications	150	150	
		440110	- 335		Dues & Memberships	50	50	
		440110	- 346		Phone LD	350	500	42.86%
		440110	- 357		Contracted Services	5,000	4,000	-20.00%
		440110	- 358		Consultants	2,000	2,000	
		440110	- 371		Mileage-County Vehicle	400	400	
		440110	- 372		Mileage-Private Vehicle	500	500	
		440110	- 373		Meals, Lodging, Incidentals	800	800	
		440110	- 374		Common Carrier	1,500	2,000	33.33%
		440110	- 381		Tuition/Registration Fees	539	500	-7.24%
					Operations	<u>16,889</u>	<u>19,000</u>	<u>12.50%</u>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Health Education - Tobacco Grant</u></b>								
2270	- 612	440141	- 111		Permanent Salaries	53,850	33,344	-38.08%
		440141	- 112		Temporary Salaries	1,457	2,000	37.27%
		440141	- 141		Fringe Benefits	16,155	10,543	-34.74%
		440141	- 192		Annual Merit Reserve	1,474	1,317	-10.65%
					Personnel	72,936	47,204	-35.28%
2270	- 612	440141	- 210		Office Supplies	1,500	1,000	-33.33%
		440141	- 228		Curriculum Materials	100	100	
		440141	- 311		Postage	600	600	
		440141	- 321		Printing/Litho Costs	1,100	400	-63.64%
		440141	- 324		Copy Costs	1,000	1,000	
		440141	- 331		Ad/Legal Publications	1,200	1,000	-16.67%
		440141	- 345		Phone Basic	413	700	69.49%
		440141	- 346		Phone LD	450	200	-55.56%
		440141	- 357		Contracted Services	10,000	1,096	-89.04%
		440141	- 358		Consultants	1,701	500	-70.61%
		440141	- 372		Mileage-Private Vehicle	800	500	-37.50%
		440141	- 373		Meals, Lodging, Incidentals	800	1,500	87.50%
		440141	- 381		Tuition/Registration Fees	400	200	-50.00%
					Operations	20,064	8,796	-56.16%
<b><u>Health Education - American Legacy Foundation</u></b>								
2270	- 612	440142	- 111		Permanent Salaries	2,629	6,688	154.39%
		440142	- 141		Fringe Benefits	763	2,115	177.20%
		440142	- 192		Annual Merit Reserve	-	264	100.00%
					Personnel	3,392	9,067	167.31%
2270	- 612	440142	- 210		Office Supplies	25	139	456.00%
		440142	- 311		Postage	52	-	-100.00%
		440142	- 321		Printing/Litho Costs	54	-	-100.00%
		440142	- 324		Copy Costs	50	-	-100.00%
		440142	- 331		Ad/Legal Publications	900	-	-100.00%
		440142	- 357		Contracted Services	8,000	13,994	74.93%
		440142	- 358		Consultants	-	1,800	100.00%
		440142	- 372		Mileage-Private Vehicle	15	-	-100.00%
		440142	- 373		Meals, Lodging, Incidentals	12	-	-100.00%
					Operations	9,108	15,933	74.93%

**Statement of Budget**

<u>Fund</u>	<u>Dept</u>	<u>BSEL</u>	<u>Obj</u>	<u>Proj</u>	<u>Account Title</u>	<u>2003-2004 Amended</u>	<u>2004-2005 Proposed</u>	<u>Percent Change</u>
<b><u>Health Education - Quit for Life</u></b>								
2270	- 612	440146	- 111		Permanent Salaries	2,300	3,408	48.17%
		440146	- 112		Temporary Salaries	1,000	-	-100.00%
		440146	- 141		Fringe Benefits	827	1,078	30.35%
		440146	- 192		Annual Merit Reserve	-	135	100.00%
					Personnel	<u>4,127</u>	<u>4,621</u>	<u>11.97%</u>
2270	- 612	440146	- 210		Office Supplies	150	-	-100.00%
		440146	- 228		Curriculum Materials	150	500	233.33%
		440146	- 311		Postage	50	-	-100.00%
		440146	- 321		Printing/Litho Costs	150	-	-100.00%
		440146	- 346		Phone LD	50	-	-100.00%
		440146	- 372		Mileage-Private Vehicle	100	-	-100.00%
		440146	- 373		Meals, Lodging, Incidentals	223	-	-100.00%
					Operations	<u>873</u>	<u>500</u>	<u>-42.73%</u>
<b><u>Health Education - Suicide Prevention</u></b>								
2270	- 612	440147	- 111		Permanent Salaries	-	7,513	100.00%
		440147	- 141		Fringe Benefits	-	2,376	100.00%
		440147	- 192		Annual Merit Reserve	-	297	100.00%
					Personnel	<u>-</u>	<u>10,186</u>	<u>100.00%</u>
<b><u>Health Education - HIV Prevention - (04-05)</u></b>								
2270	- 612	440152	- 111	78000	Permanent Salaries	-	4,773	100.00%
		440152	- 112	78000	Temporary Salaries	4,500	-	-100.00%
		440152	- 141	78000	Fringe Benefits	-	1,509	100.00%
		440152	- 192	78000	Annual Merit Reserve	-	188	100.00%
					Personnel	<u>4,500</u>	<u>6,470</u>	<u>43.78%</u>
2270	- 612	440152	- 210	78000	Office Supplies	100	200	100.00%
		440152	- 222	78000	Clinic Supplies	200	650	225.00%
		440152	- 311	78000	Postage	50	100	100.00%
		440152	- 321	78000	Printing/Litho Costs	25	25	
		440152	- 324	78000	Copy Costs	25	500	1900.00%
		440152	- 341	78000	Garbage Collection	100	25	-75.00%
		440152	- 345	78000	Phone Basic	50	75	50.00%
		440152	- 346	78000	Phone LD	50	50	
		440152	- 357	78000	Contracted Services	1,500	530	-64.67%
		440152	- 372	78000	Mileage-Private Vehicle	-	300	100.00%
		440152	- 373	78000	Meals, Lodging, Incidentals	250	200	-20.00%
		440152	- 391	78000	Lab Services	50	25	-50.00%
					Operations	<u>2,400</u>	<u>2,680</u>	<u>11.67%</u>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Health Education - HIV Prevention - (05-06)</u></b>								
2270	- 612	440152	- 111	79000	Permanent Salaries	-	4,773	100.00%
		440152	- 112	79000	Temporary Salaries	4,500	-	-100.00%
		440152	- 141	79000	Fringe Benefits	-	1,509	100.00%
		440152	- 192	79000	Annual Merit Reserve	-	188	100.00%
					Personnel	<u>4,500</u>	<u>6,470</u>	<u>43.78%</u>
2270	- 612	440152	- 210	79000	Office Supplies	50	200	300.00%
		440152	- 222	79000	Clinic Supplies	250	650	160.00%
		440152	- 311	79000	Postage	50	100	100.00%
		440152	- 321	79000	Printing/Litho Costs	50	25	-50.00%
		440152	- 324	79000	Copy Costs	50	500	900.00%
		440152	- 341	79000	Garbage Collection	100	25	-75.00%
		440152	- 345	79000	Phone Basic	-	75	100.00%
		440152	- 346	79000	LD Phone Charge	-	50	100.00%
		440152	- 357	79000	Contracted Services	1,600	530	-66.88%
		440152	- 372	79000	Mileage-Private Vehicle	-	300	100.00%
		440152	- 373	79000	Meals, Lodging, Incidentals	250	200	-20.00%
		440152	- 391	79000	Lab Services	100	25	-75.00%
					Operations	<u>2,500</u>	<u>2,680</u>	<u>7.20%</u>
<b><u>Health Education - Antibiotic Resistance</u></b>								
2270	- 612	440153	- 111		Permanent Salaries	22,592	-	-100.00%
		440153	- 141		Fringe Benefits	6,771	-	-100.00%
		440153	- 192		Annual Merit Reserve	881	-	-100.00%
					Personnel	<u>30,244</u>	<u>-</u>	<u>-100.00%</u>
2270	- 612	440153	- 210		Office Supplies	250	-	-100.00%
		440153	- 321		Printing/Litho Costs	1,740	-	-100.00%
		440153	- 345		Phone Basic	100	-	-100.00%
		440153	- 346		Phone LD	200	-	-100.00%
		440153	- 372		Mileage-Private Vehicle	500	-	-100.00%
		440153	- 373		Meals, Lodging, Incidentals	500	-	-100.00%
		440153	- 381		Tuition/Registration Fees	250	-	-100.00%
					Operations	<u>3,540</u>	<u>-</u>	<u>-100.00%</u>
					Personnel	547,882	478,925	-12.59%
					Operations	124,783	145,325	16.46%
						<u>672,665</u>	<u>624,250</u>	<u>-7.20%</u>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Health Services - Health Alert Network</u></b>								
2270	- 613	440113	- 210		Office Supplies	385	-	-100.00%
		440113	- 214		Computer Supplies	750	-	-100.00%
					Operations	1,135	-	-100.00%
<b><u>Health Services - CDC Refugee</u></b>								
2270	- 613	440143	- 111		Permanent Salaries	7,266	9,591	32.00%
		440143	- 141		Fringe Benefits	2,178	3,033	39.26%
		440143	- 192		Annual Merit Reserve	283	379	33.92%
					Personnel	9,727	13,003	33.68%
2270	- 613	440143	- 222		Clinic Supplies	313	312	-0.32%
		440143	- 351		Physician Service	500	400	-20.00%
		440143	- 372		Mileage-Private Vehicle	60	85	41.67%
		440143	- 391		Lab Services	400	200	-50.00%
					Operations	1,273	997	-21.68%
<b><u>Health Services - Community Incentive Project</u></b>								
2270	- 613	440144	- 111		Permanent Salaries	9,027	8,796	-2.56%
		440144	- 141		Fringe Benefits	2,897	2,781	-4.00%
		440144	- 192		Annual Merit Reserve	-	347	100.00%
					Personnel	11,924	11,924	
2270	- 613	440144	- 210		Office Supplies	50	322	544.00%
		440144	- 222		Clinic Supplies	210	-	-100.00%
		440144	- 311		Postage	50	-	-100.00%
		440144	- 321		Printing/Litho Costs	50	-	-100.00%
		440144	- 324		Copy Costs	50	-	-100.00%
		440144	- 336		Evaluation	-	210	100.00%
		440144	- 371		Mileage-County Vehicle	-	325	100.00%
		440144	- 372		Mileage-Private Vehicle	275	-	-100.00%
		440144	- 373		Meals, Lodging, Incidentals	100	-	-100.00%
					Operations	785	857	9.17%

**Statement of Budget**

<u>Fund</u>	<u>Dept</u>	<u>BSEL</u>	<u>Obj</u>	<u>Proj</u>	<u>Account Title</u>	<u>2003-2004 Amended</u>	<u>2004-2005 Proposed</u>	<u>Percent Change</u>
<b><u>Health Services - MCH Block Grant</u></b>								
2270	- 613	440170	- 111	74050	Permanent Salaries	414,412	409,051	-1.29%
		440170	- 112	74050	Temporary Salaries	950	4,500	373.68%
		440170	- 114	74050	Work Study	1,050	-	-100.00%
		440170	- 141	74050	Fringe Benefits	124,199	129,342	4.14%
		440170	- 192	74050	Annual Merit Reserve	16,158	16,152	-0.04%
					Personnel	<u>556,769</u>	<u>559,045</u>	0.41%
2270	- 613	440170	- 210	74050	Office Supplies	9,000	5,500	-38.89%
		440170	- 211	74050	Audio/Visual Material	800	250	-68.75%
		440170	- 214	74050	Computer Supplies	1,500	1,500	
		440170	- 222	74050	Clinic Supplies	50	500	900.00%
		440170	- 228	74050	Curriculum Material	500	1,300	160.00%
		440170	- 321	74050	Printing/Litho Costs	4,000	3,000	-25.00%
		440170	- 334	74050	Books Resource Suscriptions	1,500	2,400	60.00%
		440170	- 345	74050	Phone Basic	100	100	
		440170	- 346	74050	Phone LD	4,000	4,000	
		440170	- 357	74050	Contracted Services	8,500	7,100	-16.47%
		440170	- 358	74050	Consultants	50	50	
		440170	- 369	74050	Other Repair & Maintenance	250	700	180.00%
		440170	- 371	74050	Mileage-County Vehicle	10,000	9,000	-10.00%
		440170	- 372	74050	Mileage-Private Vehicle	6,000	7,300	21.67%
		440170	- 373	74050	Meals, Lodging, Incidentals	3,500	5,100	45.71%
		440170	- 374	74050	Common Carrier	500	3,500	600.00%
		440170	- 381	74050	Tuition/Registration Fees	3,000	4,000	33.33%
					Operations	<u>53,250</u>	<u>55,300</u>	3.85%
<b><u>Health Services - MCH Block Grant - Low Birthweight</u></b>								
2270	- 613	440170	- 111	74100	Permanent Salaries	59,107	49,916	-15.55%
		440170	- 141	74100	Fringe Benefits	17,714	15,783	-10.90%
		440170	- 192	74100	Annual Merit Reserve	2,305	1,971	-14.49%
					Personnel	<u>79,126</u>	<u>67,670</u>	-14.48%
2270	- 613	440170	- 210	74100	Office Supplies	500	500	
		440170	- 211	74100	Audio/Visual Material	300	105	-65.00%
		440170	- 222	74100	Clinic Supplies	500	250	-50.00%
		440170	- 321	74100	Printing/Litho Costs	1,000	250	-75.00%
		440170	- 346	74100	Phone LD	100	100	
		440170	- 371	74100	Mileage-County Vehicle	3,000	3,600	20.00%
		440170	- 372	74100	Mileage-Private Vehicle	1,000	500	-50.00%
		440170	- 373	74100	Meals, Lodging, Incidentals	1,042	50	-95.20%
		440170	- 381	74100	Tuition/Registration Fees	1,000	50	-95.00%
		440170	- 391	74100	Lab Services	1,000	50	-95.00%
					Operations	<u>9,442</u>	<u>5,455</u>	-42.23%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Health Services - MCH Block Grant - Follow Me</u></b>								
2270	- 613	440170	- 111	76100	Permanent Salaries	107,981	107,524	-0.42%
		440170	- 141	76100	Fringe Benefits	32,362	33,999	5.06%
		440170	- 192	76100	Annual Merit Reserve	4,210	4,246	0.86%
					Personnel	144,553	145,769	0.84%
2270	- 613	440170	- 345	76100	Phone Basic	155	25	-83.87%
		440170	- 372	76100	Mileage-Private Vehicle	1,292	4,500	248.30%
					Operations	1,447	4,525	212.72%
<b><u>Health Services - Day Care Programs</u></b>								
2270	- 613	440171	- 111		Permanent Salaries	17,775	17,012	-4.29%
		440171	- 141		Fringe Benefits	5,327	5,379	0.98%
		440171	- 192		Annual Merit Reserve	693	672	-3.03%
					Personnel	23,795	23,063	-3.08%
2270	- 613	440171	- 345		Phone Basic	460	-	-100.00%
		440171	- 371		Mileage-County Vehicle	200	-	-100.00%
					Operations	660	-	-100.00%
<b><u>Health Services - School &amp; Day Care</u></b>								
2270	- 613	440172	- 111		Permanent Salaries	36,193	39,262	8.48%
		440172	- 141		Fringe Benefits	10,771	12,415	15.26%
		440172	- 192		Annual Merit Reserve	1,104	1,550	40.40%
					Personnel	48,068	53,227	10.73%
2270	- 613	440172	- 210		Office Supplies	25	25	
		440172	- 211		Audiovisual Materials	100	-	-100.00%
		440172	- 334		Books Resource	25	25	
		440172	- 372		Mileage-Private Vehicle	250	100	-60.00%
		440172	- 373		Meals, Lodging, Incidentals	100	190	90.00%
		440172	- 374		Common Carrier	500	301	-39.80%
		440172	- 381		Tuition/Registration Fees	100	100	
					Operations	1,100	741	-32.64%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Health Services - HTPC</u></b>								
2270	- 613	440173	- 111		Permanent Salaries	11,435	31,937	179.29%
		440173	- 141		Fringe Benefits	3,430	10,098	194.40%
		440173	- 192		Annual Merit Reserve	-	1,261	100.00%
					Personnel	14,865	43,296	191.26%
2270	- 613	440173	- 210		Office Supplies	80	200	150.00%
		440173	214		Computer Supplies	-	2,000	100.00%
		440173	- 222		Clinic Supplies	65	-	-100.00%
		440173	- 228		Curriculum Materials	30	-	-100.00%
		440173	- 311		Postage	30	100	233.33%
		440173	- 321		Printing/Litho Costs	160	250	56.25%
		440173	- 324		Copy Costs	70	-	-100.00%
		440173	- 345		Phone Basic	50	420	740.00%
		440173	- 346		Phone LD	70	200	185.71%
		440173	- 372		Mileage-Private Vehicle	420	350	-16.67%
		440173	- 373		Meals, Lodging, Incidentals	660	2,100	218.18%
		440173	- 374		Common Carrier	-	1,600	100.00%
		440173	- 595		Mainframe Charges	-	2,494	100.00%
					Operations	1,635	9,714	494.13%
<b><u>Health Services - Healthy Child Care</u></b>								
2270	- 613	440176	- 111		Permanent Salaries	30,021	14,209	-52.67%
		440176	- 141		Fringe Benefits	8,997	4,493	-50.06%
		440176	- 192		Annual Merit Reserve	1,171	561	-52.09%
					Personnel	40,189	19,263	-52.07%
2270	- 613	440176	- 210		Office Supplies	1,411	1,411	
		440176	- 211		Audio/Visual Material	50	50	
		440176	- 311		Postage	300	300	
		440176	- 321		Printing/Litho Costs	250	250	
		440176	- 345		Phone Basic	500	500	
		440176	- 346		Phone LD	750	750	
		440176	- 357		Contracted Services	50	50	
		440176	- 371		Mileage-County Vehicle	1,500	1,500	
		440176	- 372		Mileage-Private Vehicle	1,500	1,500	
		440176	- 373		Meals, Lodging, Incidentals	3,000	2,814	-6.20%
		440176	- 381		Tuition/Registration Fees	500	500	
					Operations	9,811	9,625	-1.90%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Health Services - Early Childhood Comprehensive System</u></b>								
2270	- 613	440177	- 111		Permanent Salaries	10,687	-	-100.00%
		440177	- 112		Temporary Salaries	1,000	-	-100.00%
		440177	- 141		Fringe Benefits	3,506	-	-100.00%
					Personnel	15,193	-	-100.00%
2270	- 613	440177	- 210		Office Supplies	50	-	-100.00%
		440177	- 311		Postage	50	-	-100.00%
		440177	- 321		Printing/Litho Costs	100	-	-100.00%
		440177	- 324		Copy Costs	50	-	-100.00%
		440177	- 346		LD Phone	50	-	-100.00%
		440177	- 371		Mileage-County Vehicle	200	-	-100.00%
		440177	- 372		Mileage-Private Vehicle	200	-	-100.00%
		440177	- 373		Meals, Lodging, Incidentals	860	-	-100.00%
		440177	- 374		Common Carrier	1,000	-	-100.00%
					Operations	2,560	-	-100.00%
<b><u>Health Services - WIC (05-06)</u></b>								
2270	- 613	440181	- 111	80000	Permanent Salaries	175,977	182,292	3.59%
		440181	- 112	80000	Temporary Salaries	3,145	-	-100.00%
		440181	- 114	80000	Work Study	3,000	2,000	-33.33%
		440181	- 141	80000	Fringe Benefits	52,740	57,641	9.29%
		440181	- 192	80000	Annual Merit Reserve	6,862	7,198	4.90%
					Personnel	241,724	249,131	3.06%
2270	- 613	440181	- 210	80000	Office Supplies	2,500	1,250	-50.00%
		440181	- 211	80000	Audio/Visual Material	1,000	1,000	
		440181	- 214	80000	Computer Supplies	500	1,000	100.00%
		440181	- 222	80000	Clinic Supplies	300	2,000	566.67%
		440181	- 311	80000	Postage	2,000	1,200	-40.00%
		440181	- 321	80000	Printing/Litho Costs	2,000	2,202	10.10%
		440181	- 334	80000	Books Resource Suscriptions	350	350	
		440181	- 335	80000	Dues & Memberships	1,000	1,000	
		440181	- 345	80000	Phone Basic	6,500	4,000	-38.46%
		440181	- 346	80000	Phone LD	1,000	600	-40.00%
		440181	- 357	80000	Contracted Services	-	12,038	100.00%
		440181	- 369	80000	Other Repair & Maintenance	250	250	
		440181	- 371	80000	Mileage-County Vehicle	50	900	1700.00%
		440181	- 372	80000	Mileage-Private Vehicle	1,500	500	-66.67%
		440181	- 373	80000	Meals, Lodging, Incidentals	750	600	-20.00%
		440181	- 381	80000	Tuition/Registration Fees	500	500	
		440181	- 531	80000	Rents	120	120	
					Operations	20,320	29,510	45.23%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Health Services - WIC (04-05)</u></b>								
2270	- 613	440181	- 111	81000	Permanent Salaries	57,624	77,111	33.82%
		440181	- 112	81000	Temporary Salaries	1,309	-	-100.00%
		440181	- 114	81000	Work Study	1,000	1,500	50.00%
		440181	- 141	81000	Fringe Benefits	17,270	24,382	41.18%
		440181	- 192	81000	Annual Merit Reserve	2,247	3,045	35.51%
					Personnel	79,450	106,038	33.47%
2270	- 613	440181	- 210	81000	Office Supplies	500	300	-40.00%
		440181	- 211	81000	AudioVisual Materials	75	50	-33.33%
		440181	- 214	81000	Computer Supplies	500	400	-20.00%
		440181	- 222	81000	Clinic Supplies	3,000	100	-96.67%
		440181	- 311	81000	Postage	1,000	750	-25.00%
		440181	- 321	81000	Printing/Litho Costs	1,600	750	-53.13%
		440181	- 334	81000	Books Resource Suscriptions	500	50	-90.00%
		440181	- 335	81000	Dues & Memberships	310	50	-83.87%
		440181	- 345	81000	Phone Basic	1,500	2,200	46.67%
		440181	- 346	81000	Phone LD	550	250	-54.55%
		440181	- 369	81000	Other Repair & Maintenance	500	50	-90.00%
		440181	- 371	81000	Mileage-County Vehicle	250	180	-28.00%
		440181	- 372	81000	Mileage-Private Vehicle	500	750	50.00%
		440181	- 373	81000	Meals, Lodging, Incidentals	300	300	
		440181	- 381	81000	Tuition/Registration Fees	500	100	-80.00%
		440181	- 531	81000	Rents	50	130	160.00%
					Operations	11,635	6,410	-44.91%
<b><u>Health Services - WIC - County Nutrition</u></b>								
2270	- 613	440182	- 111		Permanent Salaries	15,275	26,973	76.58%
		440182	- 141		Fringe Benefits	4,612	8,529	84.93%
		440182	- 192		Annual Merit Reserve	600	1,065	77.50%
					Personnel	20,487	36,567	78.49%
2270	- 613	440182	- 210		Office Supplies	50	25	-50.00%
		440182	- 222		Clinic Supplies	500	-	-100.00%
		440182	- 346		Phone LD	15	-	-100.00%
		440182	- 358		Consultants	-	1,950	100.00%
		440182	- 372		Mileage - Private Vehicle	50	25	-50.00%
					Operations	615	2,000	225.20%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Health Services - WIC - Food &amp; Nutrition Program</u></b>								
2270	- 613	440183	- 111		Permanent Salaries	9,491	-	-100.00%
		440183	- 112		Temporary Salaries	2,906	-	-100.00%
		440183	- 141		Fringe Benefits	2,844	-	-100.00%
		440183	- 192		Annual Merit Reserve	370	-	-100.00%
					Personnel	15,611	-	-100.00%
2270	- 613	440183	- 210		Office Supplies	100	-	-100.00%
		440183	- 222		Clinic Supplies	200	-	-100.00%
		440183	- 311		Postage	150	-	-100.00%
		440183	- 321		Printing/Litho Costs	200	-	-100.00%
		440183	- 324		Copy Costs	250	-	-100.00%
		440183	- 345		Phone Basic	250	-	-100.00%
		440183	- 346		Phone LD	250	-	-100.00%
		440183	- 372		Mileage-Private Vehicle	400	-	-100.00%
		440183	- 373		Meals, Lodging, Incidentals	400	-	-100.00%
					Operations	2,200	-	-100.00%
<b><u>Health Services - March of Dimes</u></b>								
2270	- 613	440184	- 111		Permanent Salaries	2,061	1,203	-41.63%
		440184	- 141		Fringe Benefits	639	380	-40.53%
		440184	- 192		Annual Merit Reserve	-	47	100.00%
					Personnel	2,700	1,630	-39.63%
2270	- 613	440184	- 210		Office Supplies	-	374	100.00%
		440184	- 222		Clinic Supplies	-	1,000	100.00%
					Operations	-	1,374	100.00%
<b><u>WIC - Early Enrollment</u></b>								
2270	- 613	440185	- 111		Permanent Salaries	3,328	-	-100.00%
		440185	- 114		Work Study	100	-	-100.00%
		440185	- 141		Fringe Benefits	1,099	-	-100.00%
		440185	- 192		Annual Merit Reserve	262	-	-100.00%
					Personnel	4,789	-	-100.00%
2270	- 613	440185	- 210		Office Supplies	50	-	-100.00%
		440185	- 214		Computer Supplies	50	-	-100.00%
		440185	- 321		Printing/Litho Costs	50	-	-100.00%
		440185	- 372		Mileage-Private Vehicle	50	-	-100.00%
					Operations	200	-	-100.00%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>WIC - Breast Pump Pilot Site</u></b>								
2270	- 613	440186	- 111		Permanent Salaries	2,962	-	-100.00%
		440186	- 141		Fringe Benefits	888	-	-100.00%
					Personnel	3,850	-	-100.00%
2270	- 613	440186	- 210		Office Supplies	25	-	-100.00%
		440186	- 222		Clinic Supplies	125	-	-100.00%
					Operations	150	-	-100.00%
<b><u>Health - HAVA - Help America Vote Act</u></b>								
2270	- 613	440188	- 111		Permanent Salaries	100	3,178	3078.00%
		440188	- 112		Temporary Salaries	3,940	-	-100.00%
		440188	- 141		Fringe Benefits	660	1,005	52.27%
		440188	- 192		Annual Merit Reserve	-	125	100.00%
					Personnel	4,700	4,308	-8.34%
2270	- 613	440188	- 210		Office Supplies	25	100	300.00%
		440188	- 311		Postage	-	100	100.00%
		440188	- 321		Printing/Litho Costs	250	100	-60.00%
		440188	- 324		Copy Costs	25	-	-100.00%
		440188	- 357		Contracted Services	-	25	100.00%
		440188	- 371		Mileage - County Vehicle	-	50	100.00%
		440188	- 372		Mileage - Private Vehicle	-	50	100.00%
					Operations	300	425	41.67%
<b><u>Health Services - OPCC</u></b>								
2270	- 613	440191	- 111		Permanent Salaries	165,700	181,168	9.33%
		440191	- 112		Temporary Salaries	4,000	2,000	-50.00%
		440191	- 141		Fringe Benefits	49,656	57,285	15.36%
		440191	- 192		Annual Merit Reserve	6,446	7,154	10.98%
					Personnel	225,802	247,607	9.66%
2270	- 613	440191	- 210		Office Supplies	1,100	2,000	81.82%
		440191	- 214		Computer Supplies	1,000	250	-75.00%
		440191	- 222		Clinic Supplies	8,000	12,000	50.00%
		440191	- 227		Lab Supplies & NC Equip	50	50	
		440191	- 263		Vaccines & Prescription Drugs	70,000	91,000	30.00%
		440191	- 321		Printing/Litho Costs	1,500	1,000	-33.33%
		440191	- 334		Books Resource Suscriptions	250	250	
		440191	- 346		Phone LD	100	150	50.00%
		440191	- 351		Physician Service	8,000	6,000	-25.00%
		440191	- 357		Contracted Services	3,600	500	-86.11%
		440191	- 369		Other Repair & Maintenance	1,500	250	-83.33%
		440191	- 371		Mileage-County Vehicle	100	100	

### Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
			440191 - 372		Mileage-Private Vehicle	100	100	
			440191 - 373		Meals, Lodging, Incidentals	150	150	
			440191 - 374		Common Carrier	50	50	
			440191 - 381		Tuition/Registration Fees	150	150	
			440191 - 391		Lab Services	5,000	4,000	-20.00%
					Operations	100,650	118,000	17.24%

#### Health Services - Overseas Travel

2270 - 613	440192 - 111		Permanent Salaries	14,171	26,788	89.03%
	440192 - 141		Fringe Benefits	4,247	8,470	99.43%
	440192 - 192		Annual Merit Reserve	553	1,058	91.32%
			Personnel	18,971	36,316	91.43%
2270 - 613	440192 - 210		Office Supplies	300	300	
	440192 - 222		Clinic Supplies	750	750	
	440192 - 263		Vaccines & Prescription Drugs	29,000	29,000	
	440192 - 321		Printing/Litho Costs	519	500	-3.66%
	440192 - 334		Books, Resources	100	500	400.00%
	440192 - 345		Phone Basic	300	400	33.33%
	440192 - 346		Phone LD	60	60	
			Operations	31,029	31,510	1.55%

#### Health Services - Special Needs Clinic

2270 - 613	440193 - 111		Permanent Salaries	1,505	4,900	225.58%
	440193 - 141		Fringe Benefits	451	1,549	243.46%
	440193 - 192		Annual Merit Reserve	59	193	227.12%
			Personnel	2,015	6,642	229.63%
			Personnel	1,564,308	1,624,499	3.85%
			Operations	250,197	276,443	10.49%
			Capital	-	-	100.00%
				1,814,505	1,900,942	4.76%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Total Health Department Summary</u>								
					Personnel	3,099,956	3,178,664	2.54%
					Operations	627,068	748,992	19.44%
					Capital	18,000	26,400	46.67%
						3,745,024	3,954,056	5.58%

**Statement of Revenue**

			2003-2004 Amended	2004-2005 Proposed	% Change
<b><u>Health Fund Revenue</u></b>					
2270-000	311010	Property Tax Revenue	573,214	667,245	16.40%
	335230	State Entitlement Share	110,760	114,341	3.23%
		Health Fund Total Tax Revenue	683,974	781,586	14.27%
2270-000	335210	Personal Property Reimbursement	20,934	17,794	-15.00%
2270-000	383002	Transfer from Permissive Medical Levy	33,665	71,121	111.26%
		Transfers In	33,665	71,121	111.26%
<b><u>Non-Tax Revenue</u></b>					
<b><u>Health Administration</u></b>					
2270-610	311009	City Taxes	823,189	877,682	6.62%
	360010	Network Fees	55,000	93,088	69.25%
	396005	Contract Admin Chargeback (Tech)	17,850	-	-100.00%
		Sub-Total	896,039	970,770	8.34%
<b><u>Environmental Health</u></b>					
2270-611	323016	Septic Pumper Fees	500	350	-30.00%
	323021	ASZ Paving Permits	5,500	4,500	-18.18%
	323036	Installer Exam	3,900	4,700	20.51%
	323060	Sewer Permit Fees	59,000	59,000	
	324010	Air Pollution Permits	4,500	4,500	
	324020	LED Permits	995	1,000	0.50%
	331091	Radon Grant	7,000	3,500	-50.00%
	333286	Safe Drinking Water	14,500	13,000	-10.34%
	333386	Licence Est Refund	52,240	62,400	19.45%
	334080	Air Pollution Contract	95,935	96,000	0.07%
	334081	Air Contract	1,200	1,200	
	343371	Certificate of Survey	18,000	35,000	94.44%
	344014	Hazardous Clean Up	50	50	
	344034	Oxy-Fuels Fees	15,100	11,600	-23.18%
	344072	Large Group Permits	500	800	60.00%
	344073	Stone Container	2,400	2,400	
	344098	Planning Review	4,000	6,800	70.00%
	344110	Water Testing Fees	55,000	53,000	-3.64%
	344113	Radon Monitors	2,000	1,000	-50.00%
	344120	SRS Inspection Reimbursement	5,500	5,500	
	344141	Variance Request	-	200	100.00%
	344160	Ground Water Testing	5,000	8,000	60.00%
	344161	Food Reinspection	1,200	1,500	25.00%
	344170	Site Evaluation	10,000	13,000	30.00%
	355010	Burning Violations	50	50	
	361012	Air Waste Management Bureau	2,944	3,000	1.90%
	362000	Miscellaneous Revenues	1,000	750	-25.00%
	362005	Food Service Classes	500	500	
	365001	Contributions & Donations (BFI)	10,000	10,000	
		Sub-Total	378,514	403,300	6.55%

**Statement of Revenue**

			2003-2004 Amended	2004-2005 Proposed	% Change
<b><u>Health Education</u></b>					
2270-612	331134	Antibiotic Resistance	33,784	-	-100.00%
	331148	Tobacco Grant	93,000	56,000	-39.78%
	331151	74000 Traffic Safety (05-06)	26,443	26,250	-0.73%
	331151	75000 Traffic Safety (04-05)	8,814	8,750	-0.73%
	331165	Safe Communities	25,000	25,000	
	331182	Obesity Prevention	74,000	45,000	-39.19%
	333179	78000 HIV Prevention (04-05)	7,000	9,150	30.71%
	333179	79000 HIV Prevention (05-06)	7,000	9,150	30.71%
	333276	DUI Enforcement	22,500	30,000	33.33%
	334119	82000 PH Emergency (04-05)	42,003	32,519	-22.58%
	334119	83000 PH Emergency	162,596	162,596	
	344077	St. Pat's - Suicide Prevention	5,000	5,000	
	344079	SDPH Suicide Prevention	-	10,000	100.00%
	344298	Safe Kids Clinic	1,500	2,000	33.33%
	361019	Vending Machine	500	500	
	362000	Miscellaneous Revenue	3,000	3,000	
	362002	Car Seat Donations	500	500	
	362009	Child Safety Seat	1,000	1,000	
	364901	Safe Kids	8,000	8,000	
	365000	Contributions & Donations	500	-	-100.00%
	365061	American Legacy Foundation	12,500	25,000	100.00%
		Sub-Total	534,640	459,415	-14.07%
<b><u>WIC</u></b>					
2270-613	331045	HAVA	5,000	5,000	
	331136	Supplemental Breastfeeding	4,000	-	-100.00%
	331141	80000 WIC (05-06)	91,085	279,518	206.88%
	331141	81000 WIC (04-05)	260,844	111,748	-57.16%
	331144	Fall Prevention	5,000	2,000	-60.00%
	331183	Farmer's Market	1,200	-	-100.00%
	333175	Head Start Grant	1,500	-	-100.00%
	334116	Early Enrollment	5,000	-	-100.00%
	362001	Miscellaneous Reimbursements	100	200	100.00%
	362003	Miscellaneous Revenues-Wellness	50	4,000	7900.00%
	365013	Tavern Owners Association	500	500	
	365015	March of Dimes	2,700	3,000	11.11%
	365062	Private Foundation	12,611	-	-100.00%
		Sub-Total	389,590	405,966	4.20%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<u>Health Services</u>					
2270-613	331121	ECCS	17,753	-	-100.00%
	331135	TB Grant	11,000	14,000	27.27%
	331139	Community Incentive Project	12,709	12,750	0.32%
	331143	74050 MCH Block Grant	118,601	122,202	3.04%
	331143	74100 MCH Grant-Low Birthweight	48,568	51,000	5.01%
	331143	76100 MCH Grant-Follow Me	6,000	6,000	
	331146	Infant Immunization	21,470	21,470	
	331415	Healthy Child Care	50,000	28,888	-42.22%
	331416	Day Care PHN	5,871	5,871	
	333172	HTCP	16,500	50,000	203.03%
	333173	Special Needs Clinic	2,015	6,500	222.58%
	334113	IZ's LTC Facility	500	500	
	344032	Registrar Fees	2,450	2,450	
	344060	OPCC-Fees	160,000	190,000	18.75%
	344061	Travel Clinic Fees	45,000	60,000	33.33%
	344075	Frenchtown Contract	49,168	53,968	9.76%
	344084	Special Needs TCM	140,000	140,000	
	344085	Daycare Health	16,500	16,500	
	344282	Case Management - Prenatal	40,000	25,000	-37.50%
	362000	Miscellaneous Revenue	50	50	
	365000	Donations-HIV Testing	275	500	81.82%
	367050	Donations-MCH	5,900	5,900	
		Sub-Total	1,183,581	813,549	-31.26%
		Total Non-Tax Revenue	3,403,298	3,070,794	-9.77%
		Transfers In	33,665	71,121	111.26%
		Health Fund Total Revenue	4,120,937	3,923,501	-4.79%

## NARRATIVE

FUND 2272

Water Quality District

---

The Water Quality District is administered through the Environmental Health Division and aims at protecting our sole source of drinking water, the Missoula Valley aquifer. Its objectives include efforts in research, education, enforcement, and capital improvements.

**PERSONNEL**

**WATER QUALITY DISTRICT**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Env Health Director	0.05	29.80	104	3,099
Env Health Supervisor	1	23.93	2088	49,965
Env Specialist II	1	17.02	2088	35,537
Env Specialist II	1	18.79	2088	39,233
Env Specialist II	1	16.68	2088	34,828
Env Specialist II	0.05	17.37	104	1,806
Senior Secretary	0.5	10.88	1044	11,359
Annual Merit Reserve				9,615
Work Study				400
Overtime				3,000
Temporary				18,000
On Call				6,025
<u>Fringe Benefits</u>	<u>      </u>			<u>57,190</u>
<b>TOTALS</b>	<b>4.6</b>			<b>270,057</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Water Quality District</u>								
2272	- 000	480200	- 111		Permanent Salaries	148,051	150,065	1.36%
		480200	- 112		Temporary Salaries	6,500	8,000	23.08%
		480200	- 113		On-Call Weekday \$10.00	2,500	2,500	
		480200	- 114		Work Study	400	400	
		480200	- 117		Health On Call-\$20.00	2,900	2,900	
		480200	- 121		OT Full-Time	350	3,000	757.14%
		480200	- 125		Health On Call-\$25	625	625	
		480200	- 141		Fringe Benefits	45,602	48,159	5.61%
		480200	- 192		Annual Merit Reserve	3,567	8,597	141.01%
					Personnel	210,495	224,246	6.53%
2272	- 000	480200	- 210		Office Supplies	4,000	3,000	-25.00%
		480200	- 211		Audio/Visual Material	250	250	
		480200	- 214		Computer Supplies	8,000	5,000	-37.50%
		480200	- 221		Investigative Aids	200	200	
		480200	- 227		Lab Supplies & NC Equip	1,000	1,000	
		480200	- 231		Gas & Diesel Fuel	1,000	1,000	
		480200	- 241		Tools & Materials	250	250	
		480200	- 311		Postage	1,500	1,500	
		480200	- 313		Shipping & Freight	125	125	
		480200	- 321		Printing/Litho Costs	1,500	1,500	
		480200	- 324		Copy Costs	1,500	1,500	
		480200	- 331		Ad/Legal Publications	200	200	
		480200	- 334		Books Resource Suscriptions	400	400	
		480200	- 335		Dues & Memberships	300	300	
		480200	- 336		Public Relations Material	3,000	15,000	400.00%
		480200	- 345		Phone Basic	2,700	2,750	1.85%
		480200	- 346		Phone LD	750	750	
		480200	- 352		Legal Services	4,000	4,000	
		480200	- 353		County Attorney Chargeback	2,500	2,500	
		480200	- 357		Contracted Services	31,282	40,000	27.87%
		480200	- 361		Vehicle Maintenance	1,000	1,000	
		480200	- 371		Mileage-County Vehicle	50	50	
		480200	- 372		Mileage-Private Vehicle	200	300	50.00%
		480200	- 373		Meals, Lodging, Incidentals	600	700	16.67%
		480200	- 374		Common Carrier	1,200	1,200	
		480200	- 381		Tuition/Registration Fees	500	500	
		480200	- 391		Lab Services	20,000	22,000	10.00%
		480200	- 399		Hazardous Clean-Up	100	100	
		480200	- 541		Refunds	250,000	150,000	-40.00%
		480200	- 595		Mainframe Charges	5,665	5,665	
					Operations	343,772	262,740	-23.57%
2272	- 000	480200	- 934		Capital-Sewer Improvement	-	250,000	100.00%
		480200	- 946		Capital-Tech Equip	5,000	5,000	
		480200	- 947		Capital-Vehicle	-	20,000	100.00%
					Capital	5,000	275,000	5400.00%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Water Quality District - Household Hazardous Waste</u></b>								
2272	- 000	480201	- 111		Permanent Salaries	11,230	13,035	16.07%
		480201	- 112		Temporary Salaries	1,500	-	-100.00%
		480201	- 141		Fringe Benefits	3,715	4,122	10.96%
		480201	- 192		Annual Merit Reserve	337	515	52.82%
					Personnel	16,782	17,672	5.30%
2272	- 000	480201	- 225		Safety Supplies & Equip	500	400	-20.00%
		480201	- 241		Tools & Materials	200	100	-50.00%
		480201	- 321		Printing/Litho Costs	1,000	1,000	
		480201	- 336		Public Relations Material	10,000	10,000	
		480201	- 357		Contracted Services	32,000	32,000	
		480201	- 373		Meals, Lodging, Incidental Operations	200	200	
						43,900	43,700	-0.46%
<b><u>Water Quality District - Non Point Study</u></b>								
2272	- 000	480203	- 111		Permanent Salaries	940	-	-100.00%
		480203	- 112		Temporary Salaries	1,500	-	-100.00%
		480203	- 141		Fringe Benefits	631	-	-100.00%
		480203	- 192		Annual Merit Reserve	28	-	-100.00%
					Personnel	3,099	-	-100.00%
2272	- 000	480203	- 227		Lab Supplies & NC Equip	50	-	-100.00%
		480203	- 372		Mileage-Private Vehicle	39	-	-100.00%
		480203	- 373		Meals, Lodging, Incidentals	50	-	-100.00%
		480203	- 391		Lab Services	3,000	-	-100.00%
					Operations	3,139	-	-100.00%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Water Quality District - Source Water I</u></b>								
2272	- 000	480208	- 111		Permanent Salaries	10,361	12,727	22.84%
		480208	- 141		Fringe Benefits	3,105	4,024	29.60%
		480208	- 192		Annual Merit Reserve	311	503	61.74%
					Personnel	13,777	17,254	25.24%
2272	- 000	480208	- 210		Office Supplies	500	500	
		480208	- 214		Computer Supplies	1,000	1,000	
		480208	- 231		Gas & Diesel Fuel	200	200	
		480208	- 311		Postage	50	50	
		480208	- 324		Copy Costs	100	200	100.00%
		480208	- 345		Phone Basic	200	200	
		480208	- 346		Phone LD	50	50	
		480208	- 373		Meals, Lodging, Incidentals	100	100	
		480208	- 391		Lab Services	1,000	1,000	
					Operations	3,200	3,300	3.13%
2272	- 000	480208	- 945		Capital-Office Equip	1,000	1,000	
					Capital	1,000	1,000	
2272	- 000	521000	- 871		Transfer to Trust	100,000	-	-100.00%
					Capital	100,000	-	-100.00%
<b><u>Water Quality District - EPA Co-op Assistance</u></b>								
2272	- 000	480209	- 112		Temporary Salaries	-	10,000	100.00%
		480209	- 141		Fringe Benefits	-	885	100.00%
					Personnel	-	10,885	100.00%
2272	- 000	480209	- 210		Office Supplies	-	250	100.00%
		480209	- 311		Postage	-	100	100.00%
		480209	- 321		Printing	-	500	100.00%
		480209	- 324		Copy Costs	-	780	100.00%
		480209	- 357		Contracted Services	-	10,885	100.00%
		480209	- 371		Mileage - County Vehicle	-	500	100.00%
		480209	- 372		Mileage - Private Vehicle	-	100	100.00%
		480209	- 373		Meals, Lodging, Incidentals	-	1,000	100.00%
					Operations	-	14,115	100.00%
					Personnel	244,153	270,057	10.61%
					Operations	394,011	323,855	-17.81%
					Capital	6,000	276,000	4500.00%
					Transfers	100,000	-	-100.00%
						744,164	869,912	16.90%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<b>Non-Tax Revenue</b>					
<b><u>Water Quality District</u></b>					
2272-000	331094	EPA Co-op Assistance	-	25,000	
	331385	UST Transfer	100	50	-50.00%
	331501	State DHES Task Orders	100	50	-50.00%
	334082	DEQ Water Source Grant	75,000	50,000	-33.33%
	344165	Fees	360,264	367,469	2.00%
	344167	BFI	500	500	
	344169	WWTF	5,000	5,000	
	344182	Mt Bureau of Mines	2,500	2,500	
	344183	Permit Fees	2,000	2,000	
	344184	HAZMAT Reimbursement	500	500	
	344186	Household Hazard Waste Fees	2,000	2,000	
	344187	Variance Request	100	100	
	362000	Miscellaneous Revenue	100	100	
	365000	Contributions & Donations (BFI)		15,000	
	365022	Two Rivers Planning Grant	5,000	10,000	100.00%
		Non-Tax Revenue	453,164	480,269	5.98%
2272-000	383062	Transfer-WQD Capital Trust	250,000	250,000	
	383082	Transfer-Clean Up Missoula	15,000	-	-100.00%
		Transfers In	265,000	250,000	-5.66%
		Total Water Quality Revenue	718,164	730,269	1.69%

## NARRATIVE

FUND 2273

Animal Control

---

In 1985, an interlocal agreement negotiated between the City and County incorporated a single Animal Control Program within the Health Department.

Missoula City-County Animal Control is responsible for enforcing City-County animal ordinances and public education addressing "responsible pet ownership." Animal Control Officers are required to respond to complaint calls throughout the 2600 square miles of Missoula County. Other functions of Animal Control are to investigate animal bites, cruelty complaints, dogs at large, nuisance animals, and licensing of dogs.

Animal Control also runs its own shelter, housing up to 30 dogs and 7 cats at a time. Shelter staff is responsible for providing a clean and humane environment for the animals in their custody, returning animals to their rightful owners and adopting out animals that are unclaimed.

**PERSONNEL**

**ANIMAL CONTROL**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Animal Control Supervisor	1	16.74	2088	34,953
Animal Control Officer	1	18.06	2088	37,709
Animal Control Officer	1	17.02	2088	35,538
Animal Control Officer	1	17.02	2088	35,538
Animal Control Officer	1	14.23	2088	29,712
Attendant/Secretary I	1	12.29	2088	25,662
Attendant/Secretary I	1	12.19	2088	25,453
Attendant/Secretary I	0.79	10.82	1644	17,788
Temporary				21,000
Annual Merit Reserve				14,975
Overtime				800
<u>Fringe Benefits</u>				<u>99,631</u>
<b>TOTALS</b>		<b>7.79</b>		<b>378,759</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Animal Control</u></b>								
2273	- 000	440600	- 111		Permanent Salaries	213,875	242,353	13.32%
		440600	- 112		Temporary Salaries	22,650	21,000	-7.28%
		440600	- 121		OT Full-Time	750	800	6.67%
		440600	- 141		Fringe Benefits	85,996	99,631	15.86%
		440600	- 192		Annual Merit Reserve	8,996	14,975	66.46%
					Personnel	332,267	378,759	13.99%
2273	- 000	440600	- 210		Office Supplies	3,164	3,600	13.78%
		440600	- 214		Computer Supplies	400	750	87.50%
		440600	- 223		Dog Food & Care	2,600	2,750	5.77%
		440600	- 227		Lab Supplies & NC Equip	3,000	3,500	16.67%
		440600	- 231		Gas & Diesel Fuel	5,000	4,500	-10.00%
		440600	- 232		Radio Maintenance	200	-	-100.00%
		440600	- 241		Tools & Materials	100	250	150.00%
		440600	- 263		Vaccines & Prescription Drugs	4,000	4,500	12.50%
		440600	- 311		Postage	3,500	1,200	-65.71%
		440600	- 317		Radio/Pager/Cellular Service	2,000	2,000	
		440600	- 321		Printing/Litho Costs	3,000	1,500	-50.00%
		440600	- 324		Copy Costs	100	100	
		440600	- 325		Film Purchase & Development	300	50	-83.33%
		440600	- 331		Ad/Legal Publications	500	500	
		440600	- 334		Books Resource Suscriptions	200	200	
		440600	- 335		Dues & Memberships	100	100	
		440600	- 340		Heat, Light, Water	4,000	9,500	137.50%
		440600	- 345		Phone Basic	3,600	3,600	
		440600	- 346		Phone LD	200	200	
		440600	- 351		Physician Service	4,500	6,000	33.33%
		440600	- 357		Contracted Services	500	500	
		440600	- 361		Vehicle Maintenance	2,500	2,500	
		440600	- 366		Building Maintenance & Repair	1,200	1,200	
		440600	- 369		Other Repair & Maintenance	200	500	150.00%
		440600	- 372		Mileage-Private Vehicle	500	750	50.00%
		440600	- 373		Meals, Lodging, Incidentals	200	1,000	400.00%
		440600	- 381		Tuition/Registration Fees	100	500	400.00%
		440600	- 595		Mainframe Charges	4,721	4,721	
		440600	- 641		Rabies Deposit Refund	5,100	5,200	1.96%
		440600	- 791		Cat Ordinance	3,000	3,000	
					Operations	58,485	64,671	10.58%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Animal Control - Building</u></b>								
2273	- 000	440601	- 594		Relocation Expense	1,000	-	-100.00%
					Operations	1,000	-	-100.00%
2273	- 000	440601	- 915		Capital-Architect Fees	6,000	-	-100.00%
		440601	- 920		Capital-Building & Construction	69,000	-	-100.00%
		440601	- 924		Capital-Fixtures	21,000	-	-100.00%
		440601	- 926		Capital-Bulding Improvements	8,000	-	-100.00%
		440601	- 931		Capital-Land Improvements	75,000	-	-100.00%
					Capital	179,000	-	-100.00%
2273	- 000	521000	- 828		Transfer to CIP	-	14,000	100.00%
					Transfers	-	14,000	100.00%
					Personnel	332,267	378,759	13.99%
					Operations	59,485	64,671	8.72%
					Capital	179,000	-	-100.00%
					Transfers	-	14,000	100.00%
						570,752	457,430	-19.85%

**Statement of Revenue**

			2003-2004 Amended	2004-2005 Proposed	% Change
<b><u>Animal Control</u></b>					
2273-000	311010	Property Tax Revenue	76,564	89,059	16.32%
	335230	State Entitlement Share	14,551	15,021	3.23%
		Animal Control Tax Revenue	91,115	104,080	14.23%
<b><u>Non-Tax Revenue</u></b>					
<b><u>Animal Control</u></b>					
2273-000	311009	Property Tax-City	151,103	162,306	7.41%
	323029	Kennel License-City	2,000	2,200	10.00%
	323031	Dog License-City	68,900	74,000	7.40%
	323032	Dog License-County	20,000	25,000	25.00%
	335210	Personal Property Reimbursement	3,093	2,629	-15.00%
	344010	Impound Fees-City	21,000	22,000	4.76%
	344011	Impound Fees-County	11,000	11,000	
	344012	Spay/Neuter	2,500	2,500	
	344015	City Adoption Fees	5,200	6,300	21.15%
	344016	County Adoption Fees	4,450	5,825	30.90%
	344017	Rabies Deposit Receipts	5,100	5,200	1.96%
	344018	Rabies Testing	40	50	25.00%
	362000	Miscellaneous Revenue	50	2,000	3900.00%
	362021	City Enhancement Request	-	24,811	100.00%
	365000	Animal Control Donations	878	1,500	70.84%
	381015	Intercept Loan Request	28,500	-	-100.00%
	382010	Sale of Fixed Assets	-	1,000	100.00%
		Animal Control Non-Tax Revenue	323,814	348,321	7.57%
2273-000	383002	Transfer from Permissive Medical Levy	4,143	8,173	97.27%
	383006	Transfer from General	23,806	23,806	
	383006	Trans from General (sidewalks)	6,500	-	-100.00%
		Transfers In	34,449	31,979	-7.17%
		Animal Control Total Revenue	449,378	484,380	7.79%

**PERSONNEL**

**JUNK VEHICLE**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Environmental Health Director	0.1	29.80	209	6,228
Junk Vehicle Program Coord	0.85	19.27	1775	34,204
Environmental Health Spec	0.05	23.84	104	2,479
Admin Secretary	0.05	12.10	104	1,258
Temporary				15,000
OT				1,000
Annual Merit Reserve				2,460
<u>Fringe Benefits</u>				<u>17,689</u>
<b>TOTALS</b>	1.05			80,318

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Junk Vehicle</u>								
2830	- 000	430840	- 111		Permanent Salaries	40,392	44,169	9.35%
		430840	- 112		Temporary Salaries	24,218	15,000	-38.06%
		430840	- 121		OT - Full Time	-	1,000	100.00%
		430840	- 141		Fringe Benefits	17,741	17,689	-0.29%
		430840	- 192		Annual Merit Reserve	1,212	2,460	102.97%
					Personnel	83,563	80,318	-3.88%
2830	- 000	430840	- 210		Office Supplies	450	450	
		430840	- 214		Computer Supplies	400	400	
		430840	- 231		Gas & Diesel Fuel	3,000	3,000	
		430840	- 241		Tools & Materials	1,000	4,000	300.00%
		430840	- 311		Postage	100	100	
		430840	- 318		Towing & Storage	500	5,000	900.00%
		430840	- 321		Printing & Litho	50	50	
		430840	- 324		Copy Costs	100	100	
		430840	- 325		Film Purchase & Development	50	50	
		430840	- 340		Heat, Light, Water	400	500	25.00%
		430840	- 341		Garbage Collection	100	100	
		430840	- 345		Phone Basic	350	500	42.86%
		430840	- 346		Phone LD	50	50	
		430840	- 353		County Attorney Chargeback	1,000	1,000	
		430840	- 357		Contracted Services	2,538	2,800	10.32%
		430840	- 361		Vehicle Repairs	1,700	4,000	135.29%
		430840	- 365		Ground Maintenance & Repair	2,000	500	-75.00%
		430840	- 369		Other Repair & Maintenance	1,000	1,000	
		430840	- 373		Meals, Lodging, Incidentals	500	500	
		430840	- 399		Waste Disposal	300	1,000	233.33%
		430840	- 595		Mainframe Charges	944	1,000	5.93%
					Operations	16,532	26,100	57.88%
2830	- 000	430840	- 947		Capital-Vehicle	33,248	18,894	-43.17%
					Capital	33,248	18,894	-43.17%
					Personnel	83,563	80,318	-3.88%
					Operations	16,532	26,100	57.88%
					Capital	33,248	18,894	-43.17%
					Transfers	-	-	100.00%
						133,343	125,312	-6.02%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<u>Junk Vehicle Fund</u>					
2830-000	335070	Junk Vehicle	117,104	125,205	6.92%
	344900	Towing/Storage Fees	50	1,000	1900.00%
	362000	Miscellaneous Revenue	50	500	900.00%
	382010	Vehicle Sale	-	4,000	100.00%
Total Junk Vehicle Fund Revenue			<u>117,204</u>	<u>130,705</u>	<u>11.52%</u>

## NARRATIVE

FUND 2275

Clean Up Missoula

---

This program was established to receipt funds donated by Browning Ferris Industries to mitigate costs associated with implementation of the Decay Ordinance and to assist with the disposal of household hazardous materials.

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Clean Up Missoula</u>								
2275	- 000	521000	- 872		Transfer-Health	10,000	-	-100.00%
		521000	- 873		Transfer-WQD	15,000	-	-100.00%
					Transfers Out	25,000	-	-100.00%
					Transfers Out	25,000	-	-100.00%
						25,000	-	-100.00%

Statement of Revenue

		2003-2004 Amended	2004-2005 Proposed	% Change	
		<u>Non-Tax Revenue</u>			
		<u>Clean Up Missoula</u>			
2275-000	365000	BFI Contribution	25,000	-	-100.00%
		Clean Up Missoula Total Revenue	25,000	-	-100.00%

## NARRATIVE

FUND 2274

Partnership Health Center

---

The mission of the Partnership Health Center is to provide primary health care and access to specialized health care and social services primarily to Missoula's medically underserved. The department serves as home to the partnership, which was founded by Missoula's physicians, St. Patrick's Hospital, Community Hospital, and the City-County Health Department.

**PERSONNEL**

**PARTNERSHIP HEALTH CENTER**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
PHC Director	1	33.41	2080	69,493
PHC Financial Manager	1	25.21	2080	52,438
Compliance Officer	0.5	10.00	1040	10,400
Office Manager	1	12.85	2080	26,728
Accounting Clerk	1	11.36	2080	23,629
Sr Comm Health Specialist	0.5	16.12	1040	16,765
BCH Assistant	1	11.62	2080	24,170
Medical Social Worker	1	20.34	2080	42,308
HIV-AIDS Specialist	1	17.40	2080	36,191
Staff Dentist	1	51.44	2080	106,996
Dentist	1	44.00	2080	91,521
Dental Hygienist	0.5	29.00	1040	30,161
Oral Health Educator	1	15.00	2080	31,200
Dental Assistant	0.5	12.91	1040	13,426
Dental Assistant	1	11.36	2080	23,629
Dental Assistant	1	11.36	2080	23,629
Billing Specialist	1	12.65	2080	26,312
Medical Receptionist	0.5	10.25	1040	10,660
Medical Receptionist	1	9.74	2080	20,260
Medical Receptionist	1	11.84	2080	24,627
Medical Receptionist	1	10.25	2080	21,320
Senior Secretary	1	10.88	2080	22,630
Senior Secretary	0.5	9.74	1040	10,130
Secretary	1	9.51	2080	19,781
Medical Secretary	0.5	10.82	1040	11,253
Medical Records Coordinator	1	11.84	2080	24,627
PHC Medical Director	0.9	66.29	1872	124,094
Physician	0.5	54.00	1040	56,160
Physicians Assistant	1	29.24	2080	60,819
Physicians Assistant	1	27.56	2080	57,324
PHC Clinic Coordinator	1	16.34	2080	33,987
Public Health Nurse II	1	20.07	2080	41,746
Licensed Practical Nurse	0.9	13.40	1872	25,085
Licensed Practical Nurse	1	13.40	2080	27,872
Poverella RN	0.22	17.13	458	7,846
Dietician	0.1	20.35	208	4,233

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Medical Assistant	1	13.69	2080	28,476
Medical Assistant	0.6	12.65	1248	15,787
Medical Assistant	1	12.65	2080	26,312
Pharmacy Manager	1	32.10	2080	66,768
Pharmacy Medications Clerk	1	10.82	2080	22,506
Medications Clerk	1	11.84	2080	24,627
Medications Clerk	1	13.59	2080	28,268
Pharmacist	0.1	29.00	208	6,032
Grant Writer	0.47	17.07	978	16,694
Annual Merit Reserve				89,899
Overtime				10,000
On Call				5,000
<u>Fringe Benefits</u>				<u>454,270</u>
<b>TOTALS</b>		<b>37.29</b>		<b>2,048,089</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Partnership Health Clinic - Clinical</u>								
2274	- 000	440590	- 111	50000	Permanent Salaries	660,540	640,692	-3.00%
		440590	- 119	50000	On Call	7,787	5,000	-35.79%
		440590	- 121	50000	Overtime	5,000	10,000	100.00%
		440590	- 141	50000	Fringe Benefits	201,552	195,475	-3.02%
		440590	- 192	50000	Annual Merit Reserve	23,540	38,940	65.42%
					Personnel	898,419	890,107	-0.93%
2274	- 000	440590	210	50000	Office Supplies	9,500	7,500	-21.05%
		440590	- 214	50000	Computer Supplies	28,100	16,500	-41.28%
		440590	- 222	50000	Clinic Supplies	35,250	35,275	0.07%
		440590	- 224	50000	Janitorial Supplies	22,500	13,500	-40.00%
		440590	- 264	50000	Vaccines	9,250	14,250	54.05%
		440590	- 311	50000	Postage	18,171	19,250	5.94%
		440590	- 321	50000	Printing/Litho Costs	7,000	7,000	
		440590	- 333	50000	Outreach	22,050	21,500	-2.49%
		440590	- 334	50000	Books Resource Suscriptions	3,000	5,950	98.33%
		440590	- 335	50000	Dues & Memberships	8,500	14,710	73.06%
		440590	- 338	50000	Transcripts	8,000	8,000	
		440590	- 340	50000	Heat, Light, Water	15,000	13,500	-10.00%
		440590	- 345	50000	Phone Basic	15,500	16,000	3.23%
		440590	- 346	50000	Phone LD	1,500	2,000	33.33%
		440590	- 351	50000	Physician Service	14,000	14,000	
		440590	- 352	50000	Legal Services	1,000	1,000	
		440590	- 357	50000	Contracted Services	8,000	9,400	17.50%
		440590	- 369	50000	Other Repair & Maintenance	30,404	36,100	18.73%
		440590	- 372	50000	Mileage-Private Vehicle	1,200	2,750	129.17%
		440590	- 373	50000	Meals, Lodging, Incidentals	5,750	6,960	21.04%
		440590	- 374	50000	Common Carrier	2,000	3,200	60.00%
		440590	- 381	50000	Tuition/Registration Fees	5,000	2,550	-49.00%
		440590	- 391	50000	Lab Services	30,000	30,000	
		440590	- 399	50000	Waste Disposal	2,460	1,520	-38.21%
		440590	- 571	50000	Professional Licenses	2,000	600	-70.00%
		440590	- 610	50000	Principal	25,200	18,200	-27.78%
		440590	- 620	50000	Interest	18,400	16,800	-8.70%
					Operations	348,735	338,015	-3.07%
2274	- 000	440590	- 945	50000	Capital-Office Equip	26,500	26,500	
					Capital	26,500	26,500	
2274	- 000	521000	- 872	50000	Transfer to Health Fund	47,875	48,700	1.72%
					Transfers	47,875	48,700	1.72%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Partnership Health Clinic - Dental</u></b>								
2274	- 000	440590	- 111	50100	Permanent Salaries	184,877	348,641	88.58%
		440590	- 141	50100	Fringe Benefits	56,600	106,370	87.93%
		440590	- 192	50100	Annual Merit Reserve	5,988	20,280	238.68%
					Personnel	247,465	475,291	92.06%
2274	- 000	440590	210	50100	Office Supplies	1,000	3,000	200.00%
		440590	- 214	50100	Computer Supplies	500	8,000	1500.00%
		440590	- 224	50100	Janitorial Supplies	1,200	4,500	275.00%
		440590	- 227	50100	Lab Supplies & NC Equipment	10,000	18,000	80.00%
		440590	- 262	50100	Dental Supplies	17,500	28,000	60.00%
		440590	- 311	50100	Postage	1,500	3,000	100.00%
		440590	- 321	50100	Printing/Litho Costs	500	500	
		440590	- 333	50100	Outreach	-	2,000	100.00%
		440590	- 334	50100	Books Resource Suscriptions	200	400	100.00%
		440590	- 335	50100	Dues & Memberships	750	2,430	224.00%
		440590	- 340	50100	Heat, Light, Water	1,000	4,400	340.00%
		440590	- 345	50100	Phone Basic	2,000	4,854	142.70%
		440590	- 346	50100	Phone LD	500	500	
		440590	- 357	50100	Contracted Services	-	1,000	100.00%
		440590	- 369	50100	Other Repair & Maintenance	500	30,000	5900.00%
		440590	- 373	50100	Meals, Lodging, Incidentals	2,000	2,000	
		440590	- 374	50100	Common Carrier	1,000	1,000	
		440590	- 381	50100	Tuition/Registration Fees	-	3,000	100.00%
		440590	- 399	50100	Waste Disposal	330	1,500	354.55%
		440590	- 571	50100	Professional Licenses	750	320	-57.33%
		440590	- 610	50100	Principal	3,100	6,500	109.68%
		440590	- 620	50100	Interest	1,300	5,100	292.31%
					Operations	45,630	130,004	184.91%
2274	- 000	440590	- 945	50100	Capital-Office Equipment	-	12,500	100.00%
					Capital	-	12,500	100.00%
2274	- 000	521000	- 872	50100	Transfer to Health Fund	1,600	13,500	743.75%
					Transfers	1,600	13,500	743.75%

**Partnership Health Clinic - Pharmacy**

2274	- 000	440590	- 111	50200	Permanent Salaries	132,559	150,064	13.21%
		440590	- 141	50200	Fringe Benefits	40,444	45,785	13.21%
		440590	- 192	50200	Annual Merit Reserve	4,786	9,141	90.99%
					Personnel	177,789	204,990	15.30%
2274	- 000	440590	210	50200	Office Supplies	500	1,000	100.00%
		440590	- 214	50200	Computer Supplies	900	6,000	566.67%
		440590	- 222	50200	Clinic Supplies	250	4,000	1500.00%
		440590	- 224	50200	Janitorial Supplies	1,200	-	-100.00%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
		440590	- 263	50200	Prescription Drugs	71,156	36,597	-48.57%
		440590	- 311	50200	Postage	540	-	-100.00%
		440590	- 321	50200	Printing/Litho Costs	160	200	25.00%
		440590	- 334	50200	Books Resource Suscriptions	80	600	650.00%
		440590	- 335	50200	Dues & Memberships	320	125	-60.94%
		440590	- 340	50200	Heat, Light, Water	700	700	
		440590	- 345	50200	Phone Basic	3,031	3,000	-1.02%
		440590	- 346	50200	Phone LD	390	390	
		440590	- 357	50200	Contracted Services	-	500	100.00%
		440590	- 369	50200	Other Repair & Maintenance	200	-	-100.00%
		440590	- 373	50200	Meals, Lodging, Incidentals	250	1,000	300.00%
		440590	- 374	50200	Common Carrier	-	500	100.00%
		440590	- 381	50200	Tuition/Registration Fees	-	500	100.00%
		440590	- 399	50200	Waste Disposal	120	-	-100.00%
		440590	- 571	50200	Professional Licenses	500	210	-58.00%
		440590	- 610	50200	Principal	3,100	4,000	29.03%
		440590	- 620	50200	Interest	1,300	400	-69.23%
					Operations	84,697	59,722	-29.49%
2274	- 000	440590	- 945	50200	Capital-Office Equip	2,500	2,500	
					Capital	2,500	2,500	
2274	- 000	521000	- 820	50200	Transfer to Debt Service	-	-	100.00%
		521000	- 872	50200	Transfer to Health Fund	3,685	3,000	-18.59%
					Transfers	3,685	3,000	-18.59%

**Partnership Health Clinic - BNAP**

2274	- 000	440590	- 111	52000	Permanent Salaries	80,750	85,109	5.40%
		440590	- 141	52000	Fringe Benefits	24,637	25,967	5.40%
		440590	- 192	52000	Annual Merit Reserve	2,915	5,552	90.46%
					Personnel	108,302	116,628	7.69%
2274	- 000	440590	- 222	52000	Clinic Supplies	18,352	17,308	-5.69%
		440590	- 263	52000	Prescription Drugs	25,000	35,000	40.00%
		440590	- 338	52000	Transcripts	8,500	8,480	-0.24%
		440590	- 391	52000	Lab Services	35,000	35,000	
					Operations	86,852	95,788	10.29%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Partnership Health Clinic - Ryan White II</u></b>								
2274	- 000	440590	- 111	53000	Permanent Salaries	16,121	18,096	12.25%
		440590	- 141	53000	Fringe Benefits	4,919	5,521	12.24%
		440590	- 192	53000	Annual Merit Reserve	582	1,119	92.27%
					Personnel	<u>21,622</u>	<u>24,736</u>	14.40%
2274	- 000	440590	- 345	53000	Phone Basic	1,500	-	-100.00%
	000	440590	- 346	53000	Phone LD	500	-	-100.00%
	000	440590	- 357	53000	Contracted Services	<u>47,706</u>	<u>45,500</u>	-4.62%
					Operations	49,706	45,500	-8.46%
<b><u>Partnership Health Clinic - Ryan White (United Way)</u></b>								
2274	- 000	440590	- 700	53100	United Way Contract Services	<u>12,000</u>	<u>12,000</u>	
					Operations	12,000	12,000	
<b><u>Partnership Health Clinic - Ryan White III</u></b>								
2274	- 000	440590	- 111	53500	Permanent Salaries	72,643	64,949	-10.59%
		440590	- 141	53500	Fringe Benefits	22,163	19,816	-10.59%
		440590	- 192	53500	Annual Merit Reserve	<u>2,623</u>	<u>3,929</u>	49.79%
					Personnel	97,429	88,694	-8.97%
2274	- 000	440590	210	53500	Office Supplies	1,000	1,000	
		440590	- 224	53500	Janitorial Supplies	400	-	-100.00%
		440590	- 262	53500	Dental Supplies	2,000	2,000	
		440590	- 263	53500	Vaccines & Prescription Drugs	15,000	24,500	63.33%
		440590	- 340	53500	Heat, Light, Water	400	-	-100.00%
		440590	- 345	53500	Phone Basic	2,100	600	-71.43%
		440590	- 346	53500	Phone LD	500	-	-100.00%
		440590	- 349	53500	Dental Services	12,500	12,500	
		440590	- 351	53500	Physician Services	23,700	29,366	23.91%
		440590	- 357	53500	Contracted Services	24,369	20,000	-17.93%
		440590	- 371	53500	Mileage-County Vehicle	-	500	100.00%
		440590	- 372	53500	Mileage-Private Vehicle	500	500	
		440590	- 373	53500	Meals,Lodging, Incidentals	2,500	2,500	
		440590	- 374	53500	Common Carrier	1,500	1,000	-33.33%
		440590	- 386	53500	Psych Exams	15,000	15,000	
		440590	- 391	53500	Lab Services	18,000	18,000	
		440590	- 610	53500	Principal	2,100	3,600	71.43%
		440590	- 620	53500	Interest	<u>1,100</u>	<u>200</u>	-81.82%
					Operations	122,669	131,266	7.01%
2274	- 000	521000	- 872	53500	Transfer to Health Fund	<u>800</u>	<u>800</u>	
					Transfers	800	800	

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Partnership Health Clinic - Ryan White Planning</u></b>								
2274	- 000	440590	- 111	53900	Permanent Salaries	2,578	-	-100.00%
		440590	- 141	53900	Fringe Benefits	787	-	-100.00%
		440590	- 192	53900	Annual Merit Reserve	93	-	-100.00%
					Personnel	3,458	-	-100.00%
 <b><u>Partnership Health Clinic - BCH</u></b>								
2274	- 000	440590	- 111	55000	Permanent Salaries	65,746	53,454	-18.70%
		440590	- 141	55000	Fringe Benefits	20,059	16,309	-18.69%
		440590	- 192	55000	Annual Merit Reserve	2,374	3,476	46.42%
					Personnel	88,179	73,239	-16.94%
2274	- 000	440590	210	55000	Office Supplies	1,350	1,000	-25.93%
		440590	- 214	55000	Computer Supplies	500	-	-100.00%
		440590	- 224	55000	Janitorial Supplies	400	-	-100.00%
		440590	- 311	55000	Postage	850	500	-41.18%
		440590	- 333	55000	Outreach	2,500	2,500	
		440590	- 340	55000	Heat, Light, Water	400	400	
		440590	- 345	55000	Phone Basic	600	630	5.00%
		440590	- 346	55000	Phone LD	200	200	
		440590	- 371	55000	Mileage-County Vehicle	500	-	-100.00%
		440590	- 373	55000	Meals, Lodging, Incidentals	500	-	-100.00%
		440590	- 381	55000	Tuition/Registration Fees	200	-	-100.00%
		440590	- 610	55000	Principal	3,000	4,000	33.33%
		440590	- 620	55000	Interest	1,200	400	-66.67%
					Operations	12,200	9,630	-21.07%
2274	- 000	521000	- 872	55000	Transfer to Health Fund	800	1,000	25.00%
					Transfers	800	1,000	25.00%
 <b><u>Partnership Health Clinic - BCH (United Way)</u></b>								
2274	- 000	440590	- 700	55100	United Way Contract Services	15,000	15,000	
					Operations	15,000	15,000	
 <b><u>Partnership Health Clinic - Access to Therapy</u></b>								
2274	- 000	440590	- 386	56000	Psych Exams	8,400	8,400	
					Operations	8,400	8,400	

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Partnership Health Clinic - Healthcare for Homeless</u></b>								
2274	- 000	440590	- 111	57000	Permanent Salaries	125,476	127,915	1.94%
		440590	- 141	57000	Fringe Benefits	38,283	39,027	1.94%
		440590	- 192	57000	Annual Merit Reserve	4,530	7,462	64.72%
					Personnel	168,289	174,404	3.63%
2274	- 000	440590	210	57000	Office Supplies	1,000	1,000	
		440590	- 222	57000	Clinic Supplies	2,912	2,641	-9.31%
		440590	- 224	57000	Janitorial Supplies	310	-	-100.00%
		440590	- 262	57000	Dental Supplies	3,000	2,000	-33.33%
		440590	- 263	57000	Vaccines & Prescription Drugs	16,500	10,000	-39.39%
		440590	- 264	57000	Vaccines	750	750	
		440590	- 333	57000	Outreach	1,000	500	-50.00%
		440590	- 338	57000	Transcripts	2,000	2,000	
		440590	- 340	57000	Heat, Light, Water	200	-	-100.00%
		440590	- 345	57000	Phone Basic	462	800	73.16%
		440590	- 346	57000	Phone LD	201	163	-18.91%
		440590	- 372	57000	Mileage-Private Vehicle	1,000	1,500	50.00%
		440590	- 373	57000	Meals, Lodging, Incidentals	-	2,000	100.00%
		440590	- 374	57000	Common Carrier	-	500	100.00%
		440590	- 381	57000	Tuition/Registration Fees	-	750	100.00%
		440590	- 391	57000	Lab Services	12,600	10,000	-20.63%
		440590	- 399	57000	Waste Disposal	90	-	-100.00%
		440590	- 610	57000	Principal	2,400	3,600	50.00%
		440590	- 620	57000	Interest	1,000	200	-80.00%
					Operations	45,425	38,404	-15.46%
<b><u>Partnership Health Clinic - Healthcare for Homeless (United Way)</u></b>								
2274	- 000	440590	- 700	57100	United Way Contract Services	5,000	5,000	
					Operations	5,000	5,000	
<b><u>Partnership Health Clinic - Clinical Pharmacy Demo</u></b>								
2274	- 000	440590	- 357	59500	Contracted Services	75,000	-	-100.00%
					Operations	75,000	-	-100.00%
					Personnel	1,810,952	2,048,089	13.09%
					Operations	911,314	888,729	-2.48%
					Capital	29,000	41,500	43.10%
					Transfers	54,760	67,000	22.35%
						2,806,026	3,045,318	8.53%

Statement of Revenue

				2003-2004	2004-2005	% Change
				Amended	Proposed	
<b>Non-Tax Revenue</b>						
<b><u>Health Partnership</u></b>						
2274-000	331001	50000	Federal Grant-Clinical	639,028	667,995	4.53%
	331001	50100	Federal Grant-Dental	16,500	-	-100.00%
	331001	50200	Federal Grant-Pharmacy	-	12,465	100.00%
	331001	59500	Federal Grant-Clinical	125,000	-	-100.00%
	331003	53000	Ryan White II	70,000	70,000	
	331004	53500	Ryan White III	220,000	220,000	
	331008	57000	Healthcare for Homeless	212,500	212,500	
	331010	50100	HUD-CDBG	-	20,000	100.00%
	331013	56000	City Participation	8,400	8,400	
	331138	55000	Breast/Cervical Screening	90,000	85,000	-5.56%
	331147	53900	HIV Prevention	3,450	-	-100.00%
	331323	50100	Dental Grant-Oral Health	100,000	100,000	
	337000	50000	Local Grant Revenue	86,115	75,000	-12.91%
	337005	53100	United Way Revenue	12,000	12,000	
	337005	55100	United Way Revenue	15,000	15,000	
	337005	57000	United Way Revenue	5,000	5,000	
	343110	50000	Fees Collected-Clinical	150,452	139,189	-7.49%
	343110	50100	Fees Collected-Dental	31,330	48,434	54.59%
	343110	50200	Fees Collected-Pharmacy	252,155	210,000	-16.72%
	343120	50000	Medicare Revenue-Clinical	59,501	65,904	10.76%
	343130	50000	Medicaid Revenue-Clinical	292,565	271,301	-7.27%
	343130	50100	Medicaid Revenue-Dental	88,388	379,592	329.46%
	343130	50200	Medicaid Revenue-Pharmacy	20,000	25,000	25.00%
	343150	50000	Private Insurance Revenue-Clinical	119,001	110,093	-7.49%
	343150	50100	Private Insurance Revenue-Dental	5,393	6,740	24.98%
	344266	50100	PHC Dental Service	25,000	25,000	
	362000	50000	Miscellaneous Revenue	1,500	1,500	
	362007	50000	Medical Records Income	10,000	10,000	
	365000	50000	Contributions-Clinical	20,000	12,500	-37.50%
	365000	50100	Contributions-Dental	10,000	10,000	
	365020	50100	Private Grants	-	50,000	100.00%
			Partnership Health Center Non-Tax Revenue	2,688,278	2,868,613	6.71%
2274-000	383004	50100	Transfer from Public Safety (Dental Care)	26,705	-	-100.00%
	383006		Transfer from General (Lump-sum)	-	21,104	100.00%
	383028	52000	Transfer from Poor	210,000	210,000	
			Transfers In	236,705	231,104	-2.37%
			Partnership Health Center Total Revenue	2,924,983	3,099,717	5.97%

Statement of Budget

<u>Fund</u>	<u>Dept</u>	<u>BSEL</u>	<u>Obj</u>	<u>Proj</u>	<u>Account Title</u>	<u>2003-2004 Amended</u>	<u>2004-2005 Proposed</u>	<u>Percent Change</u>
<u>PHC-Capital Fund</u>								
4002	- 000	440590	- 946		Capital-Technical Equipment	67,663	-	-100.00%
					Capital	67,663	-	-100.00%
					Capital	67,663	-	-100.00%

## NARRATIVE

FUND 2300

Sheriff

The Sheriff of Missoula County is the chief law enforcement officer and is responsible for the enforcement of state and county laws and statutes. The Missoula County Sheriff also serves as coroner, and as such is charged with the investigation of all unattended deaths and/or deaths that may be occasioned by unlawful means. It is the Sheriff's responsibility to administer the Missoula County Jail and to house all prisoners committed by competent authority. Montana Statutes require that the Sheriff perform all of the duties necessary in the administration of civil process within Missoula County.

The Missoula County Sheriff's Department's Uniform Patrol Division is responsible for patrolling an area in excess of 2,600 square miles. Our patrol officers travel more than 750,000 miles on an annual basis in Missoula County, taking action to enforce all Montana State Statutes regarding criminal violation. They write over 3,000 investigative reports that either result in the immediate arrest of the perpetrators involved in committing those acts, or these reports are turned over to the Detective Division for further follow-up and prosecution.

In addition to crime prevention and patrols of the neighborhood, the Sheriff's Department conducts initial and follow-up investigations on criminal violations, files cases with the Missoula County Attorney on suspects involved in these crimes, and provides crime prevention services to homeowners associations. They visit many elementary and high schools throughout Missoula County and provide, through the speakers bureau, speakers for many criminology courses in the high schools on topics such as narcotics, organized crime, death investigation, alcohol abuse and drunk driving. The Sheriff's Department assists other agencies in child identification programs (i.e. fingerprinting and photographing children for identification purposes as a preventative measure in abduction cases).

The Sheriff's Department provides a full service through the Detective Division in such areas as narcotics investigations, crimes against persons, and crimes against property.

**PERSONNEL**

**SHERIFF**

<u>POSITION</u>		<u>F.T.E.</u>		<u>SALARY</u>	
<b><u>Administration</u></b>					
Sheriff		1	35.86	2080	74,589
Under Sheriff		1	25.53	2080	53,102
Captain		1	27.86	2080	57,949
Office Manager		1	18.57	2080	38,626
Sheriff Office Accountant		1	17.98	2080	37,398
Admin Aide		1	14.35	2080	29,848
Criminal Justice Aide III		1	14.44	2080	30,035
Criminal Justice Aide II		1	9.55	2080	19,864
Criminal Justice Aide II		1	11.49	2080	23,899
Criminal Justice Aide II		1	10.23	2080	21,278
Criminal Justice Aide II		1	9.36	2080	19,469
Property Clerk		0.5	10.20	1040	10,608
Admin Secretary		1	12.65	2080	26,312
<b><u>Warrants</u></b>					
Detective-Special-Level II		1	25.79	2080	53,643
<b><u>Civil</u></b>					
Senior Deputy - Level IV		1	22.87	2080	47,570
Civil Process Tech II		1	16.86	2080	35,069
Civil Process Tech I		1	12.97	2080	26,978
Civil Process Tech I		0.5	10.68	1040	11,107
<b><u>Investigation</u></b>					
Captain		1	28.81	2080	59,925
Lieutenant Level II		1	24.56	2080	51,085
Sergeant - Level II		1	22.90	2080	47,632
Sergeant - Level II		1	23.26	2080	48,381
Sergeant-Level III		1	25.79	2080	53,643
Sergeant-Level III		1	26.15	2080	54,392
Senior Deputy - Level II		1	20.93	2080	43,534
Regular Deputy I		1	19.14	2080	39,811
<b><u>Patrol</u></b>					
Lieutenant Level I		1	24.70	2080	51,376
Lieutenant Level II		1	24.96	2080	51,917
Sergeant - Level III		1	25.64	2080	53,331
Sergeant - Level II		1	24.18	2080	50,294
Sergeant - Level II		1	23.37	2080	48,610
Sergeant - Level II		1	22.89	2080	47,611

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Senior Deputy II	1	25.41	2080	52,853
Senior Deputy II	1	24.75	2080	51,480
Senior Deputy II	1	24.52	2080	51,002
Senior Deputy - Level IV	1	24.68	2080	51,334
Senior Deputy - Level IV	1	23.78	2080	49,462
Senior Deputy - Level IV	1	23.41	2080	48,693
Senior Deputy - Level IV	1	23.41	2080	48,693
Senior Deputy - Level IV	1	23.23	2080	48,318
Senior Deputy - Level IV	1	23.05	2080	47,944
Senior Deputy - Level II	1	22.40	2080	46,592
Senior Deputy - Level II	1	22.25	2080	46,280
Senior Deputy - Level III	1	21.76	2080	45,261
Senior Deputy - Level III	1	21.76	2080	45,261
Regular Deputy III	1	20.14	2080	41,891
Regular Deputy II	1	19.33	2080	40,206
Regular Deputy II	1	19.76	2080	41,101
Regular Deputy II	1	19.14	2080	39,811
Regular Deputy II	1	19.33	2080	40,206
Regular Deputy I	1	19.14	2080	39,811
Regular Deputy II	1	19.14	2080	39,811
Regular Deputy I	1	18.71	2080	38,917
Regular Deputy I	1	18.71	2080	38,917
Probationary Deputy I	1	18.03	2080	37,502
Probationary Deputy I	1	18.71	2080	38,917
Probationary Deputy I	1	18.03	2080	37,502
Probationary Deputy I	1	18.73	2080	38,958
Probationary Deputy I	1	18.03	2080	37,502
Security Work				85,000
Overtime				131,800
Narcotics Investigation				25,000
EAP				2,100
Termination Reserve				25,000
On-Call				28,100
Holiday Pay				52,900
Annual Merit Reserve				130,409
<u>Fringe Benefits</u>				<u>1,010,040</u>
<b>TOTALS</b>	<b>58</b>			<b>3,993,460</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Sheriff - Administration</u></b>								
2300	- 300	420110	- 111		Permanent Salaries	421,126	432,369	2.67%
		420110	- 113		On-call	1,100	1,100	
		420110	- 119		On-call	2,250	2,250	
		420110	- 121		OT Full-Time	3,000	3,100	3.33%
		420110	- 125		On-call	1,100	1,100	
		420110	- 141		Fringe Benefits	157,777	167,783	6.34%
		420110	- 191		Termination Reserve	25,000	25,000	
		420110	- 192		Annual Merit Reserve	14,090	23,410	66.15%
		420110	- 194		EAP	-	1,600	100.00%
					Personnel	625,443	657,712	5.16%
2300	- 300	420110	- 202		Range Expenses	3,000	3,000	
		420110	- 208		Firearm Supplies	11,950	13,000	8.79%
		420110	- 208	21001	Firearm Supplies	4,000	4,000	
		420110	- 210		Office Supplies	15,000	15,000	
		420110	- 211		Audio/Visual Material	1,000	1,000	
		420110	- 226		Clothing & Uniforms	44,850	44,850	
		420110	- 229		Bullet Proof Vests	18,963	5,400	-71.52%
		420110	- 231		Gas & Diesel Fuel	85,000	117,500	38.24%
		420110	- 232		Radio Maintenance	18,000	19,000	5.56%
		420110	- 233		Vehicle Repairs	81,000	60,000	-25.93%
		420110	- 239		Tires	24,000	26,000	8.33%
		420110	- 241		Tools & Materials	4,600	3,500	-23.91%
		420110	- 241	21001	Tools & Materials	5,000	5,000	
		420110	- 311		Postage	4,300	4,300	
		420110	- 318		Towing & Storage	4,500	6,500	44.44%
		420110	- 321		Printing/Litho Costs	4,500	4,900	8.89%
		420110	- 324		Copy Costs	1,500	500	-66.67%
		420110	- 334		Books Resource Suscriptions	4,450	3,800	-14.61%
		420110	- 335		Dues & Memberships	1,500	1,500	
		420110	- 336		Public Relations Material	2,000	2,000	
		420110	- 345		Phone Basic	18,000	18,400	2.22%
		420110	- 346		Phone LD	14,800	18,000	21.62%
		420110	- 351		Physician Service	4,200	4,200	
		420110	- 357		Contracted Services	1,800	1,800	
		420110	- 362		Office Equipment Mtc	750	750	
		420110	- 369		Equipment Mtc	33,511	33,511	
		420110	- 373		Meals, Lodging, Incidentals	2,000	1,500	-25.00%
		420110	- 374		Common Carrier	550	1,600	190.91%
		420110	- 380		General Training (Staff)	22,750	23,050	1.32%
		420110	- 380	20202	General Training (Staff)	4,360	-	-100.00%
		420110	- 394		Jury/Witness Fees	2,000	2,500	25.00%
		420110	- 397		Coroner Duties/Equip	25,000	25,000	
		420110	- 535		Technical Equipment Rent/Lease	7,120	7,120	

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
		420110	- 709	20202	WMD	-	23,480	100.00%
		420110	- 709	20203	Lewis & Clark Grant Expenditures	22,401	74,000	230.34%
		420110	- 709	20205	Adult Responsibility	15,091	-	-100.00%
					Operations	513,446	575,661	12.12%
2300	- 300	420110	- 945		Capital-Office Equipment			100.00%
					<i>Office Chairs/Desk</i>	1,250	-	
					<i>Warehouse Shelving</i>	2,500	-	
					<i>Seeley Warehouse</i>	15,000	-	
		420110	- 946		Capital-Tech Equipment	8,340	8,340	
		420110	- 946	20201	Capital-Tech Equipment	81,422	-	-100.00%
		420110	- 946	20204	Capital-Tech Equipment	400,000	400,000	
					Capital	508,512	408,340	-19.70%

**Sheriff - Warrants**

2300	- 300	420111	- 111		Permanent Salaries	51,771	53,643	3.62%
		420111	- 113		On-Call	400	400	
		420111	- 121		OT	800	900	12.50%
		420111	- 125		On-Call	400	400	
		420111	- 141		Fringe Benefits	19,538	20,971	
		420111	- 192		Annual Merit Reserve	2,203	2,602	18.11%
					Personnel	75,112	78,916	5.06%
2300	- 300	420111	- 373		Meals, Lodging, Incidentals	2,950	2,800	-5.08%
		420111	- 374		Common Carrier	22,050	5,000	-77.32%
					Operations	25,000	7,800	-68.80%

**Sheriff - Investigation**

2300	- 300	420141	- 111		Permanent Salaries	380,847	398,403	4.61%
		420141	- 113		On-Call	2,200	2,200	
		420141	- 119		On-Call	1,625	1,625	
		420141	- 121		OT Full-Time	16,500	17,100	3.64%
		420141	- 125		On-Call	2,200	2,200	
		420141	- 141		Fringe Benefits	145,240	157,248	8.27%
		420141	- 192		Annual Merit Reserve	16,234	19,685	21.26%
					Personnel	564,846	598,461	5.95%
2300	- 300	420141	- 241		Tools & Materials	1,500	1,500	
		420141	- 325		Film Purchase & Development	4,000	1,500	-62.50%
		420141	- 334		Books Resource Suscriptions	200	200	
		420141	- 373		Meals, Lodging, Incidentals	500	300	-40.00%
		420141	- 391		Lab Services	4,500	4,500	
					Operations	10,700	8,000	-25.23%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Sheriff - Narcotics Investigation</u></b>								
2300	- 300	420142	- 112	20250	OT Full-Time	25,000	21,955	-12.18%
						-	3,045	100.00%
					Personnel	25,000	25,000	
<b><u>Sheriff - Civil</u></b>								
2300	- 300	420145	- 111		Permanent Salaries	116,002	120,724	4.07%
		420145	- 121		OT Full-Time	3,400	3,600	5.88%
		420145	- 141		Fringe Benefits	43,657	47,067	7.81%
		420145	- 192		Annual Merit Reserve	4,582	6,629	44.67%
					Personnel	167,641	178,020	6.19%
2300	- 300	420145	- 318		Towing & Storage	17,500	21,000	20.00%
					Operations	17,500	21,000	20.00%
<b><u>Sheriff - Patrol</u></b>								
2300	- 300	420150	- 111		Permanent Salaries	1,430,171	1,459,160	2.03%
		420150	- 111		Holiday Pay	42,000	52,900	25.95%
		420150	- 113		On-Call	4,100	4,100	
		420150	- 119		On-Call	8,625	8,625	
		420150	- 121		OT Full-Time	107,351	101,100	-5.82%
		420150	- 121	20115	OT Full-Time (Kegger Grant)	-	4,000	100.00%
		420150	- 125		On-Call	4,100	4,100	
		420150	- 141		Fringe Benefits	565,287	601,670	6.44%
		420150	- 151		Security Work	85,000	85,000	
		420150	- 192		Annual Merit Reserve	62,758	76,011	21.12%
		420150	- 194		EAP-Reserves, S & R	500	500	
					Personnel	2,309,892	2,397,166	3.78%
2300	- 300	420150	- 225		Safety Supplies & Equip	9,000	9,000	
		420150	- 369		Condon Repair	1,300	1,300	
		420150	- 373		Meals, Lodging, Incidentals	8,350	11,000	31.74%
		420150	- 530		Rent	2,223	2,223	
		420150	- 709	20110	Step Video Grant	10,913	9,000	-17.53%
		420150	- 709	20115	Step Grant	-	4,110	100.00%
					Operations	31,786	36,633	15.25%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Sheriff - Forest Service Patrol</u></b>								
2300	- 300	420151	- 111		Permanent Salaries	27,225	28,204	3.60%
		420151	- 121		OT Full- Time	1,900	2,000	5.26%
		420151	- 141		Fringe Benefits	10,455	11,216	7.28%
		420151	- 192		Annual Merit Reserve	1,026	1,370	33.53%
					Personnel	40,606	42,790	5.38%
2300	- 300	420151	- 373		Meals, Lodging, Incidentals	1,200	1,000	-16.67%
					Operations	1,200	1,000	-16.67%
<b><u>Sheriff - Communications</u></b>								
2300	- 300	521000	- 820		Transfer to Drug Grant	41,000	50,000	21.95%
		521000	- 821		Transfer to Technology	36,395	46,945	28.99%
		521000	- 823		Crime Victim Grant Match	9,643	9,643	
		521000	- 828		Transfer to CIP (Vehicle)	250,000	188,915	-24.43%
		521000	- 828		Transfer to CIP (one-time)	-	61,085	100.00%
		521000	- 828		Transfer to CIP (Debt Pay-off)	284,000	-	-100.00%
		521000	- 828		Transfer to CIP (Detectives' Equip)	10,000	-	-100.00%
		521000	- 891		Transfer to Detention	2,984,000	3,100,000	3.89%
					Transfers Out	3,615,038	3,456,588	-4.38%
					Personnel	3,808,540	3,978,065	4.45%
					Operations	599,632	650,094	8.42%
					Capital	508,512	408,340	-19.70%
					Transfer Out	3,615,038	3,456,588	-4.38%
						8,531,722	8,493,087	-0.45%
<b><u>Coroner</u></b>								
2300	- 302	420141	- 396		Burial Costs	15,000	25,000	66.67%
					Operations	15,000	25,000	66.67%
					Operations	15,000	25,000	66.67%
						15,000	25,000	66.67%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Sheriff's Office - Block Grant</u></b>								
2300	- 303	420110	- 111	20002	Permanent Salaries	10,400	10,608	2.00%
		420110	- 141	20002	Fringe Benefits	3,866	4,085	5.66%
		420110	- 192	20002	Annual Merit Reserve	389	702	80.46%
					Personnel	14,655	15,395	5.05%
2300	- 303	420110	- 709		Grant Expenditures	50,562	47,304	-6.44%
					Operations	50,562	47,304	-6.44%
					Personnel	14,655	15,395	5.05%
					Operations	50,562	47,304	-6.44%
						65,217	62,699	-3.86%
<b>Sheriff's Dept Summary</b>								
					Personnel	3,823,195	3,993,460	4.45%
					Operations	665,194	722,398	8.60%
					Capital	508,512	408,340	-19.70%
					Transfers Out	3,615,038	3,456,588	-4.38%
						8,611,939	8,580,786	-0.36%

**Statement of Revenue**

			2003-2004 Amended	2004-2005 Proposed	% Change
<b><u>Public Safety Fund Revenue</u></b>					
2300-000	311010	Property Tax Revenue	5,796,866	6,169,242	6.42%
	335230	State Entitlement Share	165,680	171,037	3.23%
			<u>5,962,546</u>	<u>6,340,279</u>	6.34%
	314140	Local Option Tax	1,152,845	1,210,487	5.00%
	335210	Personal Property Reimbursement	122,182	103,855	-15.00%
			<u>1,275,027</u>	<u>1,314,342</u>	3.08%
<b><u>Non-Tax Revenue</u></b>					
<b><u>Sheriff's Department</u></b>					
2300-300	323040	Concealed Weapons Permit	7,500	7,500	
	331020	20201 Community Oriented Policing (COPS)	81,422	-	-100.00%
	331020	20202 Community Oriented Policing (COPS)	4,360	23,480	438.53%
	331020	20204 Community Oriented Policing (COPS)	400,000	400,000	
	331022	Safety Vest Grant	13,563	-	-100.00%
	334011	20203 MBCC Grant	66,813	126,000	88.59%
	334011	20205 MBCC Grant-Adult Responsibility	15,091	-	-100.00%
	334011	20110 Step Video Grant	20,264	9,000	-55.59%
	334011	20115 Step Grant	-	4,110	100.00%
	334011	20115 Kegger Grant	-	4,000	100.00%
	342011	Civil Fees	75,000	58,000	-22.67%
	342015	Towing/Storage Fees	17,500	38,000	117.14%
	342031	Reserve & Off Duty Security	85,000	85,000	
	342032	Prisoner Transport	9,500	-	-100.00%
	342040	USFS Patrol Fees	26,000	26,000	
	362000	Miscellaneous Revenues	15,000	20,000	33.33%
	362000	20250 Miscellaneous Revenues	25,000	25,000	
			<u>862,013</u>	<u>826,090</u>	-4.17%
2300-300	383002	Transfer from Permissive Medical Levy	102,042	209,269	105.08%
	383044	Transfer from Emergency Levy	-	20,634	100.00%
			<u>102,042</u>	<u>229,903</u>	125.30%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
Non-Tax Revenue					
<u>Sheriff's Office - Block Grant</u>					
2300-303	331021	Block Grant	-	10,584	100.00%
			-	10,584	100.00%

**DETENTION CENTER  
PERFORMANCE MEASURES**

	Total Beds Available per Day **	2002		2003		Growth Rate
		Budgeted	Actual	Budgeted	Actual	
Unit 1	144.00	136.80	131.53	137.00	131.68	0.11%
Unit 2	80.00	76.00	67.53	76.00	59.92	-11.27%
Unit 3	144.00	136.80	140.34	136.80	138.29	-1.46%
Unit 6	24.00	22.00	14.42	22.00	14.42	0.00%
<b>Total</b>	<b>392.00</b>	<b>371.60</b>	<b>353.82</b>	<b>371.80</b>	<b>344.31</b>	<b>-2.69%</b>
Federal (U.S. Marshall Service)	24.00	18.50	23.02	30.00	26.81	16.46%
State Department of Corrections	144.00	162.00	160.50	122.00	131.16	-18.28%
State - Other	Based on Availability *	13.34	15.06	24.52	19.13	27.03%
Out-of-County Juvenile	23.00	2.48	3.24	3.24	3.26	0.62%
<b>Total</b>		<b>196.32</b>	<b>201.82</b>	<b>179.76</b>	<b>180.36</b>	<b>-10.63%</b>
County - adult	Based on Availability *	n/a	163.84	n/a	167.21	2.06%
County - juvenile	Based on Availability *	n/a	11.18	n/a	11.16	-0.18%
<b>Total</b>			<b>175.02</b>		<b>178.37</b>	<b>1.91%</b>
<b>Budgeted FTE</b>		<b>115.40</b>		<b>117.00</b>		<b>1.39%</b>

\* - The ability to house County and other inmates is dependent on available space. Generally, there is room for up to 224 felony offenders.

\*\* - MCDF attempts to leave one empty bed in each pod for population management purposes.

**PERSONNEL**

**DETENTION FACILITY**

<u>POSITION</u>		<u>F.T.E.</u>		<u>SALARY</u>
Captain	1	27.41	2080	57,012
Assistant Administrator	1	21.82	2080	45,385
Detention Center Training	1	20.32	2080	42,265
Housing Unit Manager	1	21.44	2080	44,595
Housing Unit Manager	1	21.04	2080	43,763
Jail Shift Supervisor	1	21.60	2080	44,927
Jail Shift Supervisor	1	16.36	2080	34,029
Jail Shift Supervisor	1	20.79	2080	43,243
Jail Shift Supervisor	1	16.36	2080	34,029
Detention Officer II	1	15.19	2080	31,596
Detention Officer II	1	14.90	2080	30,992
Detention Officer II	1	15.49	2080	32,219
Detention Officer II	1	15.19	2080	31,596
Detention Officer II	1	15.49	2080	32,219
Detention Officer II	1	18.97	2080	39,458
Detention Officer II	1	14.90	2080	30,992
Detention Officer I	1	12.06	2080	25,085
Detention Officer I	1	13.05	2080	27,144
Detention Officer I	1	13.05	2080	27,144
Detention Officer I	1	12.30	2080	25,584
Detention Officer I	1	13.05	2080	27,144
Detention Officer I	1	12.30	2080	25,584
Detention Officer I	1	12.06	2080	25,085
Detention Officer I	1	13.55	2080	28,184
Detention Officer I	1	12.30	2080	25,584
Detention Officer I	1	13.04	2080	27,124
Detention Officer I	1	12.30	2080	25,584
Detention Officer I	1	13.30	2080	27,664
Detention Officer I	1	13.05	2080	27,144
Detention Officer I	1	13.30	2080	27,664
Detention Officer I	1	12.30	2080	25,584
Detention Officer I	1	12.06	2080	25,085
Detention Officer I	1	12.06	2080	25,085
Detention Officer I	1	12.80	2080	26,624
Detention Officer I	1	13.30	2080	27,664
Detention Officer I	1	12.06	2080	25,085
Detention Officer I	1	13.56	2080	28,205
Detention Officer I	1	12.30	2080	25,584
Detention Officer I	1	13.05	2080	27,144
Detention Officer I	1	12.30	2080	25,584

<b><u>POSITION</u></b>	<b><u>F.T.E.</u></b>		<b><u>SALARY</u></b>	
Detention Officer I	1	12.06	2080	25,085
Detention Officer I	1	12.79	2080	26,603
Detention Officer I	1	12.55	2080	26,104
Detention Officer I	1	12.06	2080	25,085
Detention Officer I	1	13.05	2080	27,144
Detention Officer I	1	13.04	2080	27,124
Detention Officer I	1	12.30	2080	25,584
Detention Officer I	1	17.61	2080	36,629
Detention Officer I	1	13.30	2080	27,664
Detention Officer I	1	12.06	2080	25,085
Detention Officer I	1	12.06	2080	25,085
Detention Officer I	1	12.55	2080	26,104
Detention Officer I	1	13.56	2080	28,205
Detention Officer I	1	12.55	2080	26,104
Detention Officer I	1	12.80	2080	26,624
Detention Officer I	1	13.30	2080	27,664
Detention Officer I	1	13.05	2080	27,144
Detention Officer I	1	12.30	2080	25,584
Detention Officer I	1	14.90	2080	30,992
Detention Officer I	1	13.58	2080	28,246
Detention Officer I	1	12.79	2080	26,603
Detention Officer I	1	12.80	2080	26,624
Detention Officer I	1	12.55	2080	26,104
Detention Officer I	1	12.79	2080	26,603
Detention Officer I	1	12.30	2080	25,584
Detention Officer I	1	12.30	2080	25,584
Detention Officer I	1	12.30	2080	25,584
Detention Officer I	1	13.31	2080	27,684
Detention Officer I	1	12.06	2080	25,085
Detention Officer I	1	17.36	2080	36,109
Detention Officer I	1	12.79	2080	26,603
Detention Officer I	1	12.55	2080	26,104
Detention Officer I	1	13.58	2080	28,246
Detention Officer I	1	13.05	2080	27,144
Detention Officer I	1	12.79	2080	26,603
Detention Officer I	1	13.56	2080	28,205
Detention Officer I	1	12.06	2080	25,085
Detention Officer I	1	12.06	2080	25,085
Detention Officer I	1	12.06	2080	25,085
Detention Officer I	1	12.06	2080	25,085
<b><u>Youth Detention</u></b>				
Housing Unit Manager - Juvenile	1	15.18	2080	31,574
Juvenile Detention Officer II	1	14.61	2080	30,389
Juvenile Detention Officer II	1	15.24	2080	31,699
Juvenile Detention Officer II	1	14.89	2080	30,971

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Juvenile Detention Officer	1	13.04	2080	27,123
Juvenile Detention Officer	1	13.31	2080	27,685
Juvenile Detention Officer	1	12.06	2080	25,085
Juvenile Detention Officer	1	12.55	2080	26,104
Juvenile Detention Officer	1	13.56	2080	28,205
Juvenile Detention Officer	1	12.55	2080	26,104
Juvenile Detention Officer	1	13.05	2080	27,144
Juvenile Detention Officer	1	12.06	2080	25,085
Juvenile Detention Officer	1	16.82	2080	34,986
Juvenile Detention Officer	1	12.06	2080	25,085
Juvenile Detention Officer	1	12.80	2080	26,624
Juvenile Detention Officer	1	12.30	2080	25,584
Juvenile Detention Officer	1	13.05	2080	27,144
Office Manager	1	18.57	2080	38,626
Admin Secretary	1	12.62	2080	26,250
Secretary	1	9.96	2080	20,716
Senior Secretary	1	9.74	2080	20,260
Commissary Clerk	1	8.94	2080	18,595
Library Assistant	0.5	10.20	1040	10,608
Detention Officer II (Custodial)	1	13.80	2080	28,704
Unit Manager - Kitchen/Laundry	1	14.15	2080	29,432
Cook Attendent	0.75	10.71	1560	16,708
Cook Attendent	1	11.37	2080	23,650
Cook Attendent	1	10.71	2080	22,276
Cook Attendent	1	10.50	2080	21,841
Nursing Unit Director	0.5	20.70	1040	21,528
Licensed Practical Nurse	1	12.89	2080	26,811
Licensed Practical Nurse	1	12.63	2080	26,270
Licensed Practical Nurse	1	14.80	2080	30,784
Licensed Practical Nurse	0.75	12.63	1560	19,702
Overtime				99,000
Temporary				15,000
On-Call				7,800
Holiday Pay				58,850
EAP				3,200
Annual Merit Reserve				186,821
<u>Fringe Benefits</u>				<u>1,392,674</u>
<b>TOTALS</b>	<b>112.5</b>			<b>4,973,047</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Sheriff - Detention Facility - Adult</u></b>								
2301	- 304	420230	- 111		Permanent Salaries	1,631,061	1,624,110	-0.43%
		420230	- 111		Holiday Pay	33,627	33,627	
		420230	- 112		Temporary Salaries	7,527	7,609	1.09%
		420230	- 113		On-Call	-	2,140	100.00%
		420230	- 119		On-Call	4,279	-	-100.00%
		420230	- 121		OT Full-Time	48,171	50,221	4.26%
		420230	- 125		On-Call	-	2,140	100.00%
		420230	- 141		Fringe Benefits	656,240	701,432	6.89%
		420230	- 192		Annual Merit Reserve	63,065	94,694	50.15%
		420230	- 194		EAP	-	1,628	100.00%
					Personnel	2,443,970	2,517,601	3.01%
2301	- 304	420110	- 357		Contracted Services	28,651	10,561	-63.14%
		420210	- 351		Physician Service	1,714	1,714	
		420230	- 200		Supplies	15,999	17,142	7.14%
		420230	- 200	23001	Supplies	8,000	6,857	-14.29%
		420230	- 208		Firearm Supplies	1,714	2,000	16.69%
		420230	- 208	23100	Firearm Supplies	1,143	1,143	
		420230	- 210		Office Supplies	8,571	9,142	6.66%
		420230	- 211		Audio/Visual Material	1,143	286	-74.98%
		420230	- 214		Computer Supplies	5,714	4,000	-30.00%
		420230	- 218		Inmate Bedding, Clothing, Towels	22,856	22,856	
		420230	- 219		Inmate Care	17,428	17,714	1.64%
		420230	- 223		Food Purchases	228,560	228,560	
		420230	- 224		Janitorial Supplies	34,570	31,427	-9.09%
		420230	- 225		Safety Supplies	2,857	2,857	
		420230	- 226		Clothing & Uniforms	31,903	31,137	-2.40%
		420230	- 229		Bullet Proof Vests	1,143	1,143	
		420230	- 231		Gas & Diesel Fuel	6,183	10,000	61.73%
		420230	- 232		Radio Maintenance	5,685	5,685	
		420230	- 233		Vehicle Repairs	5,714	5,714	
		420230	- 239		Tires	1,143	1,714	49.96%
		420230	- 241		Tools & Materials	857	1,714	100.00%
		420230	- 241	23100	Tools & Materials	1,714	1,714	
		420230	- 261		Medical Supplies	13,714	13,713	-0.01%
		420230	- 262		Dental Supplies	1,143	1,143	
		420230	- 263		Vaccines & Prescription Drugs	140,000	120,000	-14.29%
		420230	- 311		Postage	2,286	1,714	-25.02%
		420230	- 319		Transportation of Prisoners	-	10,000	100.00%
		420230	- 324		Copy Costs	2,571	3,714	44.46%
		420230	- 334		Books Resource Suscriptions	1,143	571	-50.04%
		420230	- 335		Dues & Memberships	811	811	
		420230	- 340		Heat, Light, Water	196,453	196,453	
		420230	- 341		Garbage Collection	3,714	3,714	
		420230	- 343		Sewer	9,142	9,714	6.26%
		420230	- 345		Phone Basic	17,713	18,856	6.45%
		420230	- 346		Phone LD	480	480	

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
		420230	- 349		Dental Services	24,133	24,133	
		420230	- 351		Medical, Dental	247,195	172,552	-30.20%
		420230	- 357		Contracted Services	375,069	387,051	3.19%
		420230	- 362		Office Equipment Mtc	12,228	12,228	
		420230	- 366		Building Maintenance & Repair	58,975	58,974	0.00%
		420230	- 366		Building Maintenance & Repair-Det	-	98,085	100.00%
		420230	- 369		Equipment Maintenance & Repair	6,285	5,714	-9.09%
		420230	- 373		Meals, Lodging, Incidentals	6,857	6,857	
		420230	- 380		General Training (Staff)	21,599	22,936	6.19%
		420230	- 393		Out of County Prisoner	10,000	12,383	23.83%
		420230	- 535		Technical Equipment Rent/Lease	12,514	12,514	
					Operations	<u>1,597,287</u>	<u>1,609,390</u>	<u>0.76%</u>
2301	- 304	420230	- 945		Capital-Office Equipment	5,572	5,572	
		420230	- 946		Capital-Technical (DIACS Panel)	-	20,000	100.00%
		420230	- 946		Capital-Technical (Rev Fund)	25,656	25,656	
		420230	- 946		Capital-Technical (Radios)	4,200	-	
		420230	- 946		Capital-Technical (Energy System Cont)	10,000	10,000	
					Capital	<u>45,428</u>	<u>61,228</u>	<u>34.78%</u>
2301	- 304	521000	- 821		Transfer to Technology Fund	27,885	27,196	-2.47%
		521000	- 870		Transfer to Risk Management	<u>51,792</u>	<u>57,546</u>	<u>11.11%</u>
					Transfers Out	<u>79,677</u>	<u>84,742</u>	<u>6.36%</u>
		<b>Adult Detention</b>			Personnel	2,443,970	2,517,601	3.01%
					Operations	1,597,287	1,609,390	0.76%
					Capital	45,428	61,228	34.78%
					Transfers Out	<u>79,677</u>	<u>84,742</u>	<u>6.36%</u>
						<u>4,166,362</u>	<u>4,272,961</u>	<u>2.56%</u>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Sheriff - Detention Facility - Corrections</u></b>								
2301	- 305	420230	- 111		Permanent Salaries	1,060,767	1,056,380	-0.41%
		420230	- 111		Holiday Pay	21,621	21,621	
		420230	- 112		Temporary Salaries	4,846	4,953	2.21%
		420230	- 113		On-Call	-	1,424	100.00%
		420230	- 119		On-Call	2,847	-	-100.00%
		420230	- 121		OT Full-Time	31,011	32,690	5.41%
		420230	- 125		On-Call	-	1,424	100.00%
		420230	- 141		Fringe Benefits	426,638	456,133	6.91%
		420230	- 192		Annual Merit Reserve	41,004	61,269	49.42%
		420230	- 194		EAP	-	1,043	100.00%
					Personnel	1,588,734	1,636,937	3.03%
2301	- 305	420210	- 351		Physician Service	1,102	1,102	
		420230	- 200		Supplies	10,287	11,022	7.14%
		420230	- 200	23001	Supplies	5,144	4,409	-14.29%
		420230	- 208		Firearm Supplies	1,102	1,286	16.70%
		420230	- 208	23100	Firearm Supplies	735	735	
		420230	- 210		Office Supplies	5,511	5,879	6.68%
		420230	- 211		Audio/Visual Material	735	183	-75.10%
		420230	- 214		Computer Supplies	3,674	2,572	-29.99%
		420230	- 218		Inmate Bedding, Clothing, Towels	14,696	14,696	
		420230	- 219		Inmate Care	13,446	14,489	7.76%
		420230	- 223		Food Purchases	146,960	146,960	
		420230	- 224		Janitorial Supplies	22,228	20,207	-9.09%
		420230	- 225		Safety Supplies & Equipment	1,837	1,837	
		420230	- 226		Clothing & Uniforms	20,510	20,018	-2.40%
		420230	- 229		Bullet Proof Vests	735	735	
		420230	- 231		Gas & Diesel Fuel	3,975	6,430	61.76%
		420230	- 232		Radio Maintenance	3,656	3,656	
		420230	- 233		Vehicle Repairs	3,674	3,674	
		420230	- 239		Tires	735	1,102	49.93%
		420230	- 241		Tools & Materials	551	1,102	100.00%
		420230	- 241	23100	Tools & Materials	1,102	1,102	
		420230	- 261		Medical Supplies	8,818	8,818	
		420230	- 262		Dental Supplies	735	735	
		420230	- 263		Vaccines & Prescription Drugs	75,000	97,000	29.33%
		420230	- 311		Postage	1,470	1,102	-25.03%
		420230	- 324		Copy Costs	1,653	2,388	44.46%
		420230	- 334		Books Resource Suscriptions	735	367	-50.07%
		420230	- 335		Dues & Memberships	522	522	
		420230	- 340		Heat, Light, Water	130,707	130,707	
		420230	- 341		Garbage Collection	2,388	2,388	
		420230	- 343		Sewer	5,878	6,246	6.26%
		420230	- 345		Phone Basic	11,389	12,124	6.45%
		420230	- 346		Phone LD	2,400	2,400	
		420230	- 357		Contracted Services	11,318	11,318	
		420230	- 362		Office Equipment Mtc	7,862	7,862	

### Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
		420230	- 366		Building Maintenance & Repair	39,238	39,238	
		420230	- 366		Building Maintenance & Repair-Det	-	63,067	100.00%
		420230	- 369		Equipment Maintenance & Repair	4,041	3,674	-9.08%
		420230	- 373		Meals, Lodging, Incidentals	4,409	4,409	
		420230	- 380		Training	13,888	14,747	6.19%
		420230	- 535		Technical Equipment Rent/Lease Operations	8,046	8,046	
						592,892	680,354	14.75%
2301	- 305	420230	- 945		Capital-Office Equipment	3,583	3,583	
		420230	- 946		Capital-Technical (DIACS Panel)	-	12,800	100.00%
		420230	- 946		Capital-Technical Rev. Fund Capital	16,496	16,496	
						20,079	32,879	63.75%
2301	- 305	521000	- 821		Transfer to Technology Fund	17,930	17,486	-2.48%
2301	- 305	521000	- 870		Transfer to Risk Management	33,301	37,001	11.11%
					Transfers Out	51,231	54,487	6.36%
		<b>Corrections</b>			Personnel	1,588,734	1,636,937	3.03%
					Operations	592,892	680,354	14.75%
					Capital	20,079	32,879	63.75%
					Transfers Out	51,231	54,487	6.36%
						2,252,936	2,404,657	6.73%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Sheriff - Detention Facility - Youth</u></b>								
2301	- 341	420230	- 111		Permanent Salaries	521,753	529,212	1.43%
		420230	- 111		Holiday Pay	3,602	3,602	
		420230	- 112		Temporary Salaries	2,627	2,438	-7.19%
		420230	- 113		On-Call	-	336	100.00%
		420230	- 119		On-Call	674	-	-100.00%
		420230	- 121		OT Full-Time	16,818	16,089	-4.33%
		420230	- 125		On-Call	-	336	100.00%
		420230	- 141		Fringe Benefits	208,743	235,109	12.63%
		420230	- 192		Annual Merit Reserve	19,936	30,858	54.79%
		420230	- 194		EAP	-	529	100.00%
					Personnel	774,153	818,509	5.73%
2301	- 341	420210	- 351		Physician Service	184	184	
		420230	- 200		Supplies	1,713	1,836	7.18%
		420230	- 200	23001	Supplies	857	734	-14.35%
		420230	- 208		Firearm Supplies	184	214	16.30%
		420230	- 208	23100	Firearm Supplies	122	122	
		420230	- 210		Office Supplies	918	979	6.64%
		420230	- 211		Audio/Visual Material	122	31	-74.59%
		420230	- 214		Computer Supplies	612	428	-30.07%
		420230	- 218		Inmate Bedding, Clothing, Towels	2,448	2,448	
		420230	- 219		Inmate Worker Pay	1,867	1,897	1.61%
		420230	- 223		Food Purchases	24,480	24,480	
		420230	- 224		Janitorial Supplies	3,703	3,366	-9.10%
		420230	- 225		Safety Supplies & Equipment	306	306	
		420230	- 226		Clothing & Uniforms	9,282	9,200	-0.88%
		420230	- 229		Bullet Proof Vests	122	122	
		420230	- 231		Gas & Diesel Fuel	662	1,070	61.63%
		420230	- 232		Radio Maintenance	609	609	
		420230	- 233		Vehicle Repairs	612	612	
		420230	- 239		Tires	122	184	50.82%
		420230	- 241		Tools & Materials	92	184	100.00%
		420230	- 241	23100	Tools & Materials	184	184	
		420230	- 261		Medical Supplies	1,469	1,469	
		420230	- 262		Dental Supplies	122	122	
		420230	- 263		Vaccines & Prescription Drugs	3,500	5,500	57.14%
		420230	- 311		Postage	245	184	-24.90%
		420230	- 324		Copy Costs	275	398	44.73%
		420230	- 334		Books Resource Suscriptions	122	62	-49.18%
		420230	- 335		Dues & Memberships	87	87	
		420230	- 340		Heat, Light, Water	30,940	30,940	
		420230	- 341		Garbage Collection	398	398	
		420230	- 343		Sewer	979	1,040	6.23%
		420230	- 345		Phone Basic	1,897	2,020	6.48%
		420230	- 346		Phone LD	320	320	
		420230	- 349		Dental Services	2,572	2,572	
		420230	- 351		Medical, Dental	10,600	10,600	

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
		420230	- 357		Contracted Services	67,285	67,190	-0.14%
		420230	- 362		Office Equipment Mtc	1,310	1,310	
		420230	- 366		Building Maintenance & Repair	9,288	9,288	
		420230	- 366		Building Maintenance & Repair-Det	-	10,505	100.00%
		420230	- 369		Equipment Maintenance & Repair	673	612	-9.06%
		420230	- 373		Meals, Lodging, Incidentals	734	734	
		420230	- 380		General Training (Staff)	2,313	2,457	6.23%
		420230	- 535		Technical Equipment Rent/Lease	1,340	1,340	
					Operations	185,670	198,338	6.82%
2301	- 341	420233	- 945		Capital-Office Equipment	597	597	
		420230	- 946		Capital-Technical (DIACS Panel)	-	2,140	100.00%
		420230	- 946		Capital-Technical (Cameras)	-	6,846	100.00%
		420233	- 946		Capital-Technical Equipment	2,747	2,748	0.04%
					Capital	3,344	12,331	268.75%
2301	- 341	521000	- 821		Transfer to Technology Fund	2,987	2,913	-2.48%
		521000	- 870		Transfer to Risk Management	5,547	6,163	11.11%
					Transfers Out	8,534	9,076	6.35%
					<b>Youth Detention</b>			
					Personnel	774,153	818,509	5.73%
					Operations	185,670	198,338	6.82%
					Capital	3,344	12,331	268.75%
					Transfers Out	8,534	9,076	6.35%
						971,701	1,038,254	6.85%
					<b>Detention Summary</b>			
					Personnel	4,806,857	4,973,047	3.46%
					Operations	2,375,849	2,488,082	4.72%
					Capital	68,851	106,438	54.59%
					Transfers Out	139,442	148,305	6.36%
						7,390,999	7,715,872	4.40%
					<b>Public Safety Summary</b>			
					Personnel	8,630,052	8,966,507	3.90%
					Operations	3,041,043	3,210,480	5.57%
					Capital	577,363	514,778	-10.84%
					Transfers Out	3,754,480	3,604,893	-3.98%
						16,002,938	16,296,658	1.84%

**Statement of Revenue**

			2003-2004 Amended	2004-2005 Proposed	% Change
<b>Non-Tax Revenue</b>					
<b><u>Detention Facility - Adult</u></b>					
2301-304	332001	Social Security Recovery	6,500	7,500	15.38%
	341032	Admin Collection Charge	-	50,000	100.00%
	342012	Prisoner Board	325,000	325,000	
	342012	22111 Prisoner Board	587,011	595,403	1.43%
	351044	Inmate Court Order Fee	30,000	30,000	
	362000	Miscellaneous Revenues	114,643	40,000	-65.11%
			<u>1,063,154</u>	<u>1,047,903</u>	-1.43%
2301-304	383003	Transfer from Sheriff	2,984,000	3,100,000	3.89%
	383006	Transfer from General (State Contingency)	324,123	-	-100.00%
	383006	Transfer from General (MCS Contracts)	308,867	321,704	4.16%
	383013	Transfer from Commissary	75,000	75,000	
			<u>3,691,990</u>	<u>3,496,704</u>	-5.29%
<b>Non-Tax Revenue</b>					
<b><u>Detention Facility - Corrections</u></b>					
2301-305	342012	State Prisoner Reimbursement	2,164,606	2,177,852	0.61%
	342034	State Medical Reimbursement	-	97,000	100.00%
			<u>2,164,606</u>	<u>2,274,852</u>	5.09%
<b>Non-Tax Revenue</b>					
<b><u>Youth Detention</u></b>					
2301-341	332002	State School Lunch Fund	19,300	20,000	3.63%
	334011	MBCC Grant	90,443	94,993	5.03%
	341081	Educational Support	85,000	97,000	14.12%
	342012	Prisoner Board - Juvenile	225,000	165,000	-26.67%
			<u>419,743</u>	<u>376,993</u>	-10.18%
Public Safety Tax Revenue			5,962,546	6,340,279	6.34%
Public Safety Non-Tax Revenue			5,784,543	5,850,764	1.14%
Public Safety Transfers In			3,794,032	3,726,607	-1.78%
<b>Public Safety Total Revenue</b>			<u><u>15,541,121</u></u>	<u><u>15,917,650</u></u>	2.42%

## NARRATIVE

FUND 2390

Drug Grant

---

The Drug Grant Fund is administered by the Sheriff's Department. The monies come from the confiscation and sale of properties and money seizures directly related to illegal drug operations.

**PERSONNEL**

**DRUG FORFIETURE**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Senior Deputy - Level IV	1	22.51	2080	46,821
Senior Det II - Level III	1	24.71	2080	51,397
Senior Secretary	1	10.43	2080	21,694
Overtime				5,900
Annual Merit Reserve				6,290
<u>Fringe Benefits</u>				<u>46,178</u>
<b>TOTALS</b>	<b>3</b>			<b>178,280</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Drug Grant</u>								
2390	- 000	420142	- 111		Permanent Salaries	107,619	119,912	11.42%
		420142	- 121		OT Full-Time	5,700	5,900	3.51%
		420142	- 141		Fringe Benefits	40,002	46,178	15.44%
		420142	- 192		Annual Merit Reserve	4,029	6,290	56.12%
					Personnel	157,350	178,280	13.30%
2390	- 000	420142	- 200		Supplies	4,000	4,000	
		420142	- 226		Clothing	1,550	1,550	
		420142	- 373		Meals, Lodging, Incidentals	1,500	100	-93.33%
		420142	- 709		Grant Expenditures	10,000	10,000	
					Operations	17,050	15,650	-8.21%
2390	- 000	521000	- 826		Transfer to County Attorney	32,810	31,965	-2.58%
					Operations	32,810	31,965	-2.58%
					Personnel	157,350	178,280	13.30%
					Operations	17,050	15,650	-8.21%
					Transfers Out	32,810	31,965	-2.58%
						207,210	225,895	9.02%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b>Non-Tax Revenue</b>					
<b><u>Drug Grant</u></b>					
2390-000	334011	MBCG Grant	149,734	146,135	-2.40%
	350001	Forfeitures	20250	14,000	100.00%
	350001	Forfeitures	17,200	17,200	
Non-tax Revenue			166,934	177,335	6.23%
2390-000	383003	Transfer from Sheriff	41,000	50,000	21.95%
Transfers In			41,000	50,000	21.95%
Drug Grant Total Revenue			207,934	227,335	9.33%

## NARRATIVE

FUND 2360

Art Museum

---

The Missoula Museum of the Arts presents changing exhibitions of regional, national and international art for the Missoula area public and visitors. Films, lectures, gallery talks by artists, "hands on" art workshops, tours, concerts and special events related to the arts enhance the exhibitions on view. Increasing emphasis is being placed on building the permanent collection of 19th and 20th century art of the Western states and on publicity/outreach programs to schools, clubs and civic groups in Missoula County.

Statement of Budget

<u>Fund</u>	<u>Dept</u>	<u>BSEL</u>	<u>Obj</u>	<u>Proj</u>	<u>Account Title</u>	<u>2003-2004 Amended</u>	<u>2004-2005 Proposed</u>	<u>Percent Change</u>
<u>Museum - Art Gallery</u>								
2360	- 461	460452	- 357		Contracted Services	138,575	138,575	
		460452	- 791		Special Projects	43,520	-	-100.00%
					Operations	182,095	138,575	-23.90%
					Operations	182,095	138,575	-23.90%
						182,095	138,575	-23.90%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b><u>Art Museum Fund Revenue</u></b>					
2360-461	311010	Property Tax Revenue	100,427	106,434	5.98%
	335230	State Entitlement Share	21,482	22,050	2.64%
		Art Museum Fund Tax Revenue	121,909	128,484	5.39%
<b>Non-Tax Revenue</b>					
<b><u>Art Museum Fund</u></b>					
2360-461	335210	Personal Property Reimbursement	4,313	3,666	-15.00%
		Art Museum Fund Non-Tax Revenue	4,313	3,666	-15.00%
2360-461	383006	Transfer from General	9,379	-	-100.00%
2360-461	383006	Transfer from General	25,000	-	-100.00%
		Art Museum Fund Transfers In	34,379	-	-100.00%
		Art Museum Fund Total Revenue	<u>160,601</u>	<u>132,150</u>	<u>-17.72%</u>

## NARRATIVE

FUND 2360

Historical Museum

---

The Historical Museum at Fort Missoula was established in 1975 to collect, preserve and interpret the history of Missoula County and Fort Missoula, as well as timber production and forest management in Western Montana for the education, recreation and cultural enrichment of visitors and residents of the area. The Museum is located on 32 acres at the core of what was historic Fort Missoula (1877-1947), an area that was listed on the National Register of Historic Places. The Museum has in its collection an estimated 11,000 artifacts, including twelve historic structures. Many museum activities are centered in the museum building, a Quartermaster's Warehouse (built 1911) that has undergone extensive interior remodeling.

The Museum consists of two parts: indoor galleries, with both long-term and changing exhibits that deal with topics of specific and general interest from the period of early exploration to modern times; and outdoor interpretive areas, with a complex of original and relocated historic structures that together present a picture of the life and material culture of the region and aid in the interpretation of the Museum's major themes: Missoula County history; the military history of Fort Missoula; and the history of timber production and forest management in western Montana. These are introduced in the main museum building and expanded in the outdoor areas.

In addition to providing exhibitions, guided tours, special events, workshops and living history demonstrations, increasing emphasis is being placed on the following: making more of the Museum's permanent collection accessible to the public; maintaining the Museum building and grounds more efficiently to make better use of existing staff, as well as increase visitation and usage of the site; providing for staff training to maintain and improve museum services; and continuing to offer outreach programs to schools, clubs, civic groups and other outlying communities in Missoula County.

The Historical Museum was accredited by the American Association of Museums in 2000, one of only six museums in Montana to be accredited.

**PERSONNEL**

**HISTORICAL MUSEUM**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Executive Director	1	26.78	2080	55,702
Senior Curator	1	17.87	2080	37,170
Education Curator	1	13.74	2080	28,579
Museum Assistant	0.5	11.20	1040	11,648
Museum Aide	0.2966	7.73	617	4,769
Grants Administrator	0.5	16.23	1040	16,879
Laborer	0.0433	10.00	90	900
Store Manager Contract				13,051
Termination Reserve				7,000
Annual Merit Reserve				8,220
<u>Fringe Benefits</u>				<u>42,348</u>
	4.3399			226,266

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Museum - Fort Historical</u></b>								
2360	- 462	460452	- 111		Permanent Salaries	143,447	149,978	4.55%
		460452	- 112		Temporary Salaries	18,028	18,720	3.84%
		460452	- 141		Fringe Benefits	39,167	42,348	8.12%
		460452	- 191		Term Reserve	7,000	7,000	
		460452	- 192		Annual Merit Reserve	6,689	8,220	22.89%
					Personnel	214,331	226,266	5.57%
2360	- 462	460452	- 200		Supplies	492	2,000	306.50%
		460452	- 210		Office Supplies	1,500	2,000	33.33%
		460452	- 212		Printing, Duplication, & Supplies	4,000	6,000	50.00%
		460452	- 224		Janitorial Supplies	750	1,000	33.33%
		460452	- 241		Tools & Materials	250	100	-60.00%
		460452	- 311		Postage	1,500	1,250	-16.67%
		460452	- 333		Outreach	2,500	2,500	
		460452	- 335		Dues & Memberships	1,500	2,000	33.33%
		460452	- 337		Advertising & Publicity	7,000	10,000	42.86%
		460452	- 340		Heat, Light, Water	15,000	15,000	
		460452	- 341		Garbage Collection	1,000	1,000	
		460452	- 345		Phone Basic	3,500	3,500	
		460452	- 346		Phone LD	500	500	
		460452	- 357		Contracted Services	22,000	20,000	-9.09%
		460452	- 362		Office Equipment Mtc	1,500	1,500	
		460452	- 364		Security Systems	5,000	2,000	-60.00%
		460452	- 366		Building Maintenance & Repair	8,454	17,500	107.00%
		460452	- 369		Equipment Repair & Care	2,500	5,000	100.00%
		460452	- 372		Mileage-Private Vehicle	500	1,000	100.00%
		460452	- 373		Meals, Lodging, Incidentals	5,000	5,000	
		460452	- 374		Common Carrier	2,000	3,000	50.00%
		460452	- 381		Tuition/Registration Fees	2,500	3,500	40.00%
		460452	- 731		County Participation	36,447	20,000	-45.13%
		460452	- 731	60005	Seeley Lake History Grant	14,960	-	-100.00%
					Operations	140,353	125,350	-10.69%
2360	- 462	460452	- 934		Capital-Sprinkler System	15,670	-	-100.00%
		460452	- 945		Capital-Office Equip	4,000	10,000	150.00%
					Capital-Tech Equip	17,000	27,792	63.48%
					Capital	36,670	37,792	3.06%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b><u>Museum - Historical Preservation</u></b>								
2360	- 462	460463	- 200		Supplies	5,086	-	-100.00%
		460463	- 210		Office Supplies	2,000	-	-100.00%
		460463	- 357		Contracted Services	15,000	-	-100.00%
		460463	- 357	60006	Contracted Services	20,000	-	-100.00%
		460463	- 366		Building Maintenance & Repair	2,000	-	-100.00%
					Operations	44,086	-	-100.00%
					Personnel	214,331	226,266	5.57%
					Operations	184,439	125,350	-32.04%
					Capital	36,670	37,792	3.06%
						435,440	389,408	-10.57%
<b><u>Museums Totals Summary</u></b>								
					Personnel	214,331	226,266	5.57%
					Operations	366,534	263,925	-27.99%
					Capital	36,670	37,792	3.06%
						617,535	527,983	-14.50%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b><u>Historical Museum Fund Revenue</u></b>					
2360-462	311010	Property Tax Revenue	313,752	332,524	5.98%
	335230	State Entitlement Share	22,499	23,353	3.80%
		Historical Museum Fund Tax Revenue	336,251	355,877	5.84%
<b><u>Non-Tax Revenue</u></b>					
<b><u>Historical Museum Fund</u></b>					
2360-462	331000	Federal Grants	24,086	-	-100.00%
	331000	60006 Federal Grants	20,000	-	-100.00%
	335210	Personal Property Reimbursement	4,516	3,839	-15.00%
		Historical Museum Fund Non-Tax Revenue	48,602	3,839	-92.10%
2360-462	383002	Transfer from Permissive Medical Levy	1,666	3,258	95.56%
	383080	Donations (Fort)	13,000	13,000	
	383083	Friends of HMF/Store Manager	14,000	14,000	
		Historical Museum Fund Transfers In	28,666	30,258	5.55%
		Historical Museum Fund Total Revenue	413,519	389,974	-5.69%
		Total Museum Tax Revenue	458,160	484,361	5.72%
		Total Museum Non-Tax Revenue	52,915	7,505	-85.82%
		Total Museum Transfers In	63,045	30,258	-52.01%
		Total Museum Revenue	574,120	522,124	-9.06%

# NARRATIVE

FUND 2290

Extension\Pest Management

The Missoula County Extension Office is an educational resource dedicated to improving the quality of life by providing research-based knowledge to strengthen the social, economic and environmental well being of families, communities and business enterprises. The following education programs are our priorities for the coming year:

## Urban Integrated Pest Management

- Develop web page and data base
- Update literature on waterwise plants for Missoula
- Update Pest Management Calendar
- Maintain Pest Alert Telephone Line during growing season
- Oversee Neighborhood Pest Management grant projects
- Conduct Landscape Stewardship class with emphasis on plant health
- Monitor plant pest outbreaks with the help of volunteers
- Research alternative pest management techniques

## Master Gardener

- Research and write on agro-ecology Master Gardener manual with USDA-SARE grant
- Train volunteers on plant health and current pest management technology
- Oversee Master Gardeners who respond to public horticulture/IPM inquiries
- Organize advance training for Master Gardeners
- Research composting and organic pest management

## Agriculture and Natural Resources

- Assist the Blackfoot Challenge in implementing and Integrated Noxious Weed Management program for the Blackfoot River drainage
- Assist with the development and implementation of biological weed control and re-vegetation programs
- Provide educational seminars on Integrated Weed Management
- Work with landowners to implement effective strategies for grazing leafy spurge and spotted knapweed
- Develop stewardship programs for small-acreage and new landowners

# NARRATIVE

## Youth Development

- In concert with the 4-H Council, plan and implement the 4-H program activities and training to enhance over 400 club members and 160 adult leaders
- Provide training, materials, and support for the Missoula Flagship After School Program and the school Enrichment programs.
- Expand collaborative efforts with other youth delivery programs in Missoula such as Missoula Boys and Girls Club and Leadership Missoula High School
- Continue to provide specialized training for Missoula County teachers in Extension

## Family and Consumer Science

- Continue team effort with Health Department offering Food Safety training for food service workers
- Offer food preservation information and workshops for general public
- Provide free testing of pressure cooker gauges
- Continue efforts in teaching safe food handling to the general public
- Promote

## EFNEP (Expanded Food and Nutrition Education Program)

- Conduct nutrition programs with limited-income families
- Teach nutrition to youth at targeted schools and other low-income youth programs
- Oversee nutrition assistants who teach at WIC, Young Families, Joseph's Residence
- Conduct "5-A-Day" programs at schools in collaboration with Missoula Food Service
- Do community outreach with WIC, Headstart, Missoula Food Bank, Family Resources
- Super Pantry program with grant

## FSNEP (Food Stamp Nutrition Education Program)

- Help conduct state FSNEP training
- Help conduct two regional FSNEP trainings
- Visit western FSNEP sites and evaluate nutrition assistants
- Work with Phyliss Dennee and Terry Egan to coordinate this program

## NARRATIVE

The staff, through the involvement of local people, organizes and conducts seminars, workshops and tours on numerous subjects in agriculture, horticulture, human resources, community development and youth development.

The local staff uses resource specialists located on the campuses of Montana State University and The University of Montana in carrying out its mission.

### Pest Management

The Missoula County Weed District is a legally mandated department (MCA 7-22-2101) and is administered by the County Weed Control Board. The purpose of the district is to prevent, reduce or eliminate the economic impact of noxious weeds on all lands within the county.

The Mosquito Control is authorized by state statute (MCA 7-22-2401 through 7-22-2448). Mosquito control is conducted in organized districts. The only organized district in Missoula County is in the community of Lolo.

**PERSONNEL**

**EXTENSION**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Chief Extension Agent	1	13.54	2080	28,163
Horticulturist	0.75	15.57	1560	24,289
Horticulturist Assistant	1	12.89	2080	26,811
Admin Aide	1	16.56	2080	34,445
Admin Secretary	0.75	15.55	1560	24,258
Accounting	0.27	11.10	562	6,240
Annual Merit Reserve				7,864
Temporary				10,080
Term Reserve				7,500
<u>Fringe Benefits</u>				<u>47,676</u>
<b>TOTALS</b>	<b>4.77</b>			<b>217,326</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Extension Service</u>								
2290	- 000	450401	- 111		Permanent Salaries	131,134	137,966	5.21%
		450401	- 112		Temporary Salaries	6,744	16,320	141.99%
		450401	- 141		Fringe Benefits	39,988	47,676	19.23%
		450401	- 191		Term Reserve	6,458	7,500	16.14%
		450401	- 192		Annual Merit Reserve	4,703	7,864	67.21%
					Personnel	189,027	217,326	14.97%
2290	- 000	450401	- 210		Office Supplies	3,000	3,000	
		450401	- 214		Computer Supplies	3,000	3,000	
		450401	- 227		Lab Supplies & NC Equip	5,000	5,000	
		450401	- 311		Postage	1,400	1,400	
		450401	- 321		Printing/Litho Costs	3,700	3,900	5.41%
		450401	- 334		Books Resource Suscriptions	4,200	4,200	
		450401	- 335		Dues & Memberships	650	650	
		450401	- 340		Heat, Light, Water	7,200	8,520	18.33%
		450401	- 345		Phone Basic	7,800	7,600	-2.56%
		450401	- 346		Phone LD	3,700	3,700	
		450401	- 357		Contracted Services	43,000	44,150	2.67%
		450401	- 362		Office Equipment Mtc	2,100	2,100	
		450401	- 371		Mileage-County Vehicle	4,200	4,300	2.38%
		450401	- 372		Mileage-Private Vehicle	3,500	4,000	14.29%
		450401	- 373		Meals, Lodging, Incidentals	2,200	2,600	18.18%
		450401	- 381		Tuition/Registration Fees	1,000	1,000	
		450401	- 384		Seminars	12,000	12,000	
		450401	- 530		Rent	47,800	47,800	
		450401	- 533		Office Equipment R/L	3,900	3,900	
		450401	- 620		Interest	400	400	
		450401	- 791		Special Projects	26,805	26,000	-3.00%
					Operations	186,555	189,220	1.43%
2290	- 000	450401	- 921		Capital-Remodel	2,500	-	-100.00%
		450401	- 946		Capital-Technical Equip	4,000	4,000	
					Capital	6,500	4,000	-38.46%
2290	- 000	521000	- 871		Transfer to Trust	12,500	15,000	20.00%
						12,500	15,000	20.00%
					Personnel	189,027	217,326	14.97%
					Operations	186,555	189,220	1.43%
					Capital	6,500	4,000	-38.46%
					Transfer Out	12,500	15,000	20.00%
						394,582	425,546	7.85%

**Statement of Revenue**

			2003-2004 Amended	2004-2005 Proposed	% Change
<b><u>Extension Fund</u></b>					
2290-000	311010	Property Tax Revenue	237,093	251,275	5.98%
	335230	State Entitlement Share	34,229	35,336	3.23%
		Extension Fund Tax Revenue	271,322	286,611	5.64%
<b><u>Non-Tax Revenue</u></b>					
<b><u>Extension Fund</u></b>					
2290-000	331090	EPA Grant	7,000	4,000	-42.86%
	333700	Urban Integrated Pest Mngt	1,000	3,000	200.00%
	335210	Personal Property Reimbursement	5,050	4,293	-15.00%
	338007	Other Revenues	2,000	2,000	
	341010	Publication Sales	5,000	4,000	-20.00%
	343301	Seminars	8,000	8,000	
	347150	Mileage Reimbursement	500	500	
	361000	Rent/Leases Revenue	6,450	6,500	0.78%
		Extension Fund Non-Tax Revenue	35,000	32,293	-7.74%
2290-000	383001	Transfer from Weed	19,000	21,500	13.16%
	383002	Transfer from Permissive Medical Levy	1,709	3,753	119.60%
		Transfers In	20,709	25,253	21.94%
		Extension Fund Total Revenue	327,031	344,157	5.24%

**PERSONNEL**

**WEED**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Weed Control Supervisor	1	22.51	2080	46,821
Pest Management Specialist	1	17.25	2080	35,880
Weed Education Specialist	1	15.82	2080	32,906
Administrative Secretary	1	12.71	2080	26,437
Data Coordinator	1	14.12	2080	29,370
Accounting	0.25	12.00	520	6,240
Annual Merit Reserve				10,327
Term Reserve				5,000
Temporary Salaries				32,000
<u>Fringe Benefits</u>				<u>57,499</u>
<b>TOTALS</b>	<b>5.25</b>			<b>282,480</b>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Weed</u>								
2140	- 000	431101	- 111		Permanent Salaries	161,741	171,414	5.98%
		431101	- 112		Temporary Salaries	44,240	38,240	-13.56%
		431101	- 141		Fringe Benefits	57,095	57,499	0.71%
		431101	- 191		Term Reserve	5,000	5,000	
		431101	- 192		Annual Merit Reserve	7,321	10,327	41.06%
					Personnel	275,397	282,480	2.57%
2140	- 000	431101	- 210		Office Supplies	2,500	3,000	20.00%
		431101	- 214		Computer Supplies	3,000	5,000	66.67%
		431101	- 224		Janitorial Supplies	500	-	-100.00%
		431101	- 225		Safety Supplies & Equip	250	250	
		431101	- 231		Gas & Diesel Fuel	3,000	3,000	
		431101	- 233		Vehicle Repairs	2,000	2,000	
		431101	- 241	37021	Tools & Materials (New Invaders)	10,500	10,000	-4.76%
		431101	- 311		Postage	2,720	2,720	
		431101	- 321		Printing/Litho Costs	2,500	2,760	10.40%
		431101	- 331		Ad/Legal Publications	100	100	
		431101	- 334		Books Resource Suscriptions	900	1,200	33.33%
		431101	- 335		Dues & Memberships	600	730	21.67%
		431101	- 340		Heat, Light, Water	5,000	5,300	6.00%
		431101	- 345		Phone Basic	3,735	3,740	0.13%
		431101	- 346		Phone LD	1,500	1,500	
		431101	- 357		Contracted Services	5,000		-100.00%
		431101	- 357	37011	County Road Plan		5,000	100.00%
		431101	- 357	37012	County Weed Control		600	100.00%
		431101	- 357	37013	Biological Monitoring		9,500	100.00%
		431101	- 357	37014	MT Rail Link Plan		1,250	100.00%
		431101	- 362		Office Equipment Mtc	900	900	
		431101	- 366		Building Maintenance & Repair	250	250	
		431101	- 371		Mileage-County Vehicle	2,000	2,600	30.00%
		431101	- 372		Mileage-Private Vehicle	3,000	3,000	
		431101	- 373		Meals, Lodging, Incidentals	3,000	3,100	3.33%
		431101	- 380		General Training (Staff)	1,000	1,100	10.00%
		431101	- 384		Seminars	17,750		-100.00%
		431101	- 384	37001	Leave no Weeds		2,500	
		431101	- 384	37002	Invasive Plant Management Course		2,500	
		431101	- 384	37003	Educational Booths		1,000	
		431101	- 384	37004	Publications & Training Material		5,000	
		431101	- 384	37005	Weed Week		2,500	
		431101	- 384	37006	Pesticide Applicator Training		1,500	
		431101	- 384	37007	Other Projects		3,000	
		431101	- 530		Rent	36,000	36,500	1.39%
		431101	- 709		Grant Expenditures	102,176		-100.00%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change	
			431101	- 709	37008	Partnership Grants-Landowner	25,000	100.00%	
			431101	- 709	37009	Partnership Grants-City/County	44,000	100.00%	
			431101	- 709	37015	Blackfoot River	2,000	100.00%	
			431101	- 709	37016	Ravalli/Missoula County Line	3,000	100.00%	
			431101	- 709	37019	Missoula Projects	14,412	100.00%	
			431101	- 732		Research Projects	33,306	33,894	1.77%
			431101	- 791		Special Projects	250,958	-	-100.00%
					Operations	494,145	245,406	-50.34%	
2140	- 000		431101	- 921		Capital-Remodel	2,500	-	-100.00%
			431101	- 946		Capital-Tech Equip	8,000	22,000	175.00%
					Capital	10,500	22,000	109.52%	
2140	- 000	521000	- 826			Transfer to General (Attorney)	1,500	1,500	
		521000	- 829			Transfer to Extension	19,000	21,500	13.16%
		521000	- 868			Transfer to Weed Grant Fund	-	14,994	100.00%
		521000	- 871			Transfer to Trust	30,000	32,000	
						Transfers Out	50,500	69,994	38.60%
						Personnel	275,397	282,480	2.57%
						Operations	494,145	245,406	-50.34%
						Capital	10,500	22,000	109.52%
						Transfers Out	50,500	69,994	38.60%
							830,542	619,880	-25.36%
<u>Weed Grant</u>									
2840	- 000	431101	- 791			Special Projects		100.00%	
			431101	- 791	37100	Frenchtown II	-	5,108	100.00%
			431101	- 791	37101	Miller Creek	-	4,250	100.00%
			431101	- 791	37102	Missoula Open Space II	-	10,577	100.00%
			431101	- 791	37103	Sapphire III	-	10,624	100.00%
			431101	- 791	37104	Woodworth II	-	3,533	100.00%
			431101	- 791	37105	North Nine Mile	-	4,367	100.00%
			431101	- 791	37106	Horseback Ridge	-	3,000	100.00%
			431101	- 791	37107	Potomac	-	3,261	100.00%
			431101	- 791	37108	Missoula Open Space VII	-	9,933	100.00%
			431101	- 791	37109	Roadside Revegetation Demo	-	9,849	100.00%
			431101	- 791	37110	Nine Mile Fire	-	120,162	100.00%
			431101	- 791	37111	Sheep Institute Grazing	-	5,000	100.00%
					Operations	-	189,664	100.00%	
					Operations	-	189,664	100.00%	
					Operations	-	189,664	100.00%	

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<u>Weed Fund Revenue</u>					
2140-000	311010	Property Tax Revenue	328,042	347,670	5.98%
	335230	State Entitlement Share	31,179	32,187	3.23%
		Weed Fund Tax Revenue	359,221	379,857	5.74%
 <u>Non-Tax Revenue</u>					
<u>Weed Fund</u>					
2140-000	331084	BLM Grant	9,000	16,500	83.33%
	334025	Noxious Weed Trust	229,379	6,200	-97.30%
	334026	SB 326	-	1,785	100.00%
	335210	Personal Property Reimbursement	6,990	5,942	-14.99%
	343301	Seminars	5,100	5,250	2.94%
	343361	Department of Transportation	3,183	3,500	9.96%
	343362	Weed-Free Hay	500	500	
	362000	Miscellaneous Revenues	-	4,000	100.00%
		Weed Fund Non-Tax Revenue	254,152	43,677	-82.81%
2140-000	383002	Transfer from Permissive Medical Levy	2,294	4,994	117.70%
		Transfers In	2,294	4,994	117.70%
		Weed Fund Total Revenue	615,667	428,528	-30.40%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<b>Non-Tax Revenue</b>					
<b><u>Weed Grant Fund</u></b>					
2840-000	334025	Noxious Weed Trust	229,379		-100.00%
	37100	<i>Frenchtown II (02-85)</i>	-	5,108	100.00%
	37101	<i>Miller Creek (00-91)</i>	-	4,250	100.00%
	37102	<i>Missoula Open Space II (02-134)</i>	-	10,577	100.00%
	37103	<i>Sapphire III (01-94)</i>	-	10,624	100.00%
	37104	<i>Woodworth II (00-139)</i>	-	3,533	100.00%
	37105	<i>North Nine Mile (00-93)</i>	-	4,367	100.00%
	37106	<i>Horseback Ridge (02-84)</i>	-	3,000	100.00%
	37107	<i>Potomac (01-95)</i>	-	3,261	100.00%
	37108	<i>Missoula Open Space VII (03-007)</i>	-	9,933	100.00%
	37109	<i>Roadside Revegetation Demo (03-019)</i>	-	9,849	100.00%
	37110	<i>Nine Mile Fire (02-626)</i>	-	114,651	100.00%
	37111	<i>Sheep Institute Grazing</i>	-	5,000	100.00%
			<u>229,379</u>	<u>184,153</u>	<u>-19.72%</u>
2840-000	383001	Transfer from Weed Fund	-	14,994	100.00%
		Transfers In	-	14,994	100.00%
		Weed Grant Fund Total Revenue	<u>229,379</u>	<u>199,147</u>	<u>-13.18%</u>

**PERSONNEL**

**LOLO MOSQUITO DISTRICT**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Seasonal Mosquito Control	0.25	13.00	520	6,760
Annual Merit Reserve				234
<u>Fringe Benefits</u>				<u>586</u>
<b>TOTALS</b>	0.25			7,580

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Lolo Mosquito District</u>								
2200	- 000	440700	- 112		Temporary Salaries	7,875	6,760	-14.16%
		440700	- 141		Fringe Benefits	881	586	-33.48%
		440700	- 192		Annual Merit Reserve	254	234	-7.87%
					Personnel	9,010	7,580	-15.87%
2200	- 000	440700	- 209		Tech Supplies	3,500	2,500	-28.57%
		440700	- 210		Office Supplies	800	800	
		440700	- 231		Gas & Diesel Fuel	1,200	1,500	25.00%
		440700	- 369		Other Repair & Maintenance	600	600	
		440700	- 530		Rent	600	600	
		440700	- 591		Contingency	500	400	-20.00%
					Operations	7,200	6,400	-11.11%
2200	- 000	440700	- 946		Capital-Tech Equip	7,537	10,601	40.65%
					Capital	7,537	10,601	40.65%
					Personnel	9,010	7,580	-15.87%
					Operations	7,200	6,400	-11.11%
					Capital	7,537	10,601	40.65%
						23,747	24,581	3.51%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<b>Non-Tax Revenue</b>					
<b><u>Lolo Mosquito District</u></b>					
2200-000	363010	Special Assessments	13,767	13,767	
	371010	Investment Earnings-Pool	100	100	
Lolo Mosquito District Non-Tax Revenue			13,867	13,867	

## NARRATIVE

FUND Various

Debt Service

---

Debt Service supports bonded indebtedness and any judgment against the county. The amount levied is established either through the appropriate bond schedule, statutory requirements as is the case with the RSID revolving fund or through a court order as is the case with the judgment levy.

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Jail Bond - Debt Service</u>								
3052	- 000	490100	- 610		Principal	640,000	675,000	5.47%
		490100	- 620		Interest	723,580	692,349	-4.32%
		490100	- 630		Paying Agent Fees	500	500	
					Operations	<u>1,364,080</u>	<u>1,367,849</u>	<u>0.28%</u>
					Operations	<u>1,364,080</u>	<u>1,367,849</u>	<u>0.28%</u>
						1,364,080	1,367,849	0.28%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<u>Jail Bond Revenue</u>					
3052-000	311010	Property Tax Revenue	1,010,260	1,070,701	5.98%
	335230	State Entitlement Share	<u>212,573</u>	<u>219,446</u>	<u>3.23%</u>
		Jail Bond Tax Revenue	1,222,833	1,290,147	5.50%
3052-000	335210	Personal Property Reimbursement	21,438	18,222	-15.00%
	371010	Investment Earnings	<u>16,789</u>	<u>13,874</u>	<u>-17.36%</u>
			38,227	32,096	-16.04%
		Total Jail Bond Total Revenue	<u>1,261,060</u>	<u>1,322,243</u>	<u>4.85%</u>

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>PHC Limited Obligation Notes - Debt Service</u>								
3053	- 000	490100	- 610		Principal	20,000	20,000	
		490100	- 620		Interest	21,072	20,163	-4.31%
		490100	- 630		Paying Agent Fees	125	125	
					Operations	<u>41,197</u>	<u>40,288</u>	-2.21%
					Operations	<u>41,197</u>	<u>40,288</u>	-2.21%
						41,197	40,288	-2.21%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<u>PHC Limited Obligation Notes Revenue</u>					
3053-000	383045	Transfer from PHC	41,197	40,288	-2.21%
			41,197	40,288	-2.21%
		PHC Limited Obligations Notes - Total Revenue	41,197	40,288	-2.21%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Risk Management Bond - Debt Service</u>								
3054	- 000	490100	- 610		Principal	85,000	90,000	5.88%
		490100	- 620		Interest	35,774	32,730	-8.51%
		490100	- 630		Paying Agent Fees	200	450	125.00%
					Operations	120,974	123,180	1.82%
					Operations	120,974	123,180	1.82%
						120,974	123,180	1.82%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<u>Risk Management Bond Revenue</u>					
3054-000	311010	Property Tax Revenue	96,293	102,055	5.98%
	335230	State Entitlement Share	8,659	8,939	3.23%
		Risk Management Bonds Tax Revenue	104,952	110,994	5.76%
3054-000	335210	Personal Property Reimbursement	2,040	1,734	-15.00%
	371011	Investment Earnings	1,188	1,253	5.47%
			3,228	2,987	-7.47%
		Risk Management Bonds Total Revenue	108,180	113,981	5.36%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Fair Ice Rink Limited Obligation Note - Debt Service</u>								
3055	- 000	490100	- 610		Principal	-	35,000	100.00%
		490100	- 620		Interest	-	40,846	100.00%
		490100	- 630		Paying Agent Fees	-	300	100.00%
					Operations	-	76,146	100.00%
					Operations	-	76,146	100.00%
						-	76,146	100.00%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<u>Fair Ice Rink Limited Obligation Notes Revenue</u>					
3055	383043	Transfer from Fair	-	76,146	100.00%
		Fair Ice Rink Limited Obligation Notes Total Revenue	-	76,146	100.00%

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>SID Revolving</u>								
3400	- 000	490301	- 357		Contracted Services	161,382	-	-100.00%
					Operations	161,382	-	-100.00%
					Operations	161,382	-	-100.00%
						161,382	-	-100.00%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
		<u>Judgements</u>			
3300-000	311010	Property Tax Revenue <i>(Schramm Bridge Judgement)</i>	125,713	20,000	-84.09%
		Judgement Tax Revenue	125,713	20,000	-84.09%

## NARRATIVE

FUND 4510

Capital Improvement

---

The Capital Improvement Fund was established through the capital improvement program process. Funds are appropriated each year to fund the various projects approved by the Board of County Commissioners during the current fiscal year as well as funding reserves for future capital projects including new acquisitions and replacement of existing assets.

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b>Capital Improvement</b>								
4510	- 000	411240	- 937		Capital-Misc ADA Projects			100.00%
					<i>Health Dept Doors</i>	10,000	-	
					<i>Park-Ft Msla Restrooms</i>	15,000	-	
					<i>ADA Audit Recommendations</i>	-	25,000	
4510	- 000	411240	- 939		Capital-Improvement Projects			-45.64%
				00041	<i>Courthouse Res-Terra Cotta, Granite</i>	254,728	-	
				00042	<i>Public Defenders &amp; Youth Court</i>	68,000	-	
				00046	<i>Annex Heating &amp; Cooling</i>	46,927	45,670	
				00047	<i>Install Electro-flow Unit-Courthouse</i>	14,001	-	
				00048	<i>Install Electro-flow Unit-Health Dept</i>	10,846	-	
				00049	<i>Replace Courthouse Boiler</i>	343,150	-	
				00050	<i>Fourth Floor Renovations</i>	950,000	473,267	
				00056	<i>Courthouse Res-Front Steps, Etc</i>	98,835	-	
				00057	<i>Courthouse Res-Refinish Wood Windows</i>	94,600	-	
				00060	<i>Fire Alarm Upgrade (Youth Court)</i>	-	7,000	
				00061	<i>Courthouse Res-Landscaping</i>	-	20,000	
				00062	<i>Courthouse/Annex ADA Access</i>	-	90,000	
				00063	<i>Courthouse Renovations</i>	-	319,700	
				00064	<i>Courthouse Sidewalks</i>	-	30,000	
				00065	<i>Downtown Campus Security System</i>	-	37,000	
4510	- 000	411240	- 949		CIP - Replacement pools	16,400	-	
				00014	<i>Motor Pool Vehicles</i>	54,000	45,000	
				00014	<i>Motor Pool Vehicles-Hybrid Upgrade</i>	-	10,000	
				00015	<i>Copier Pool</i>	40,000	10,661	
					Capital	2,016,487	1,113,298	-44.79%
4510	- 000	490500	- 610		Debt Service			100.00%
					Intercap - Fair	16,217	29,942	100.00%
					Intercap - Sheriff	144,524	74,674	-48.33%
					Intercap - Technology Fund	152,678	76,504	-49.89%
					Intercap - Public Works	106,199	187,409	76.47%
					Intercap - Central Services	46,700	86,991	86.28%
					Intercap - Financial Admin	59,906	60,810	1.51%
					Total Principal	526,224	516,330	-1.88%
4510	- 000	521000	- 820		Transfer			100.00%
					<i>FY04-911 Needs Assessment</i>	25,000	-	
					<i>FY04-Fair Bleacher Replacement</i>	41,083	-	
					Transfers	66,083	-	-100.00%
					Debt Service	526,224	516,330	-1.88%
					Transfer Out	66,083	-	-100.00%
					Capital	2,016,487	1,113,298	-44.79%
						2,608,794	1,629,628	-37.53%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<b>Non-Tax Revenue</b>					
<b><u>Capital Improvements Fund</u></b>					
4510-000	338006	MRA Contribution	201,304		-100.00%
	00041	<i>Courthouse Restoration-Terra Cotta &amp; Granite</i>	43,364	-	
	00060	<i>Fire Alarm Upgrade (Youth Court)</i>		3,500	
	00061	<i>Courthouse Restoration-Landscaping</i>		10,000	
	00062	<i>Courthouse ADA Access</i>		45,000	
	00064	<i>Courthouse Sidewalks</i>		15,000	
	373030	MRTMA Loan Repayment	2,947	3,008	2.07%
	373031	MDSC Loan Repayment	8,682	8,500	-2.10%
	381070	New Intercap	110,400	55,661	-49.58%
Capital Improvement Fund Total Non-Tax Revenue			366,697	140,669	-61.64%
4510-000	383003	Transfer-Sheriff	144,524	-	-100.00%
	383006	Transfer-General Fund	203,300	181,045	-10.95%
	383006	Transfer-General Fund-Central Services	46,700	86,990	86.27%
	383019	Transfer-D Park - Gen Fund Repayment	157,000	157,000	
	383042	Transfer-Larchmont	134,115	120,704	-10.00%
	383043	Transfer-Fair Fund	16,217	29,942	84.63%
	383059	Transfer-Technology Fund	154,625	76,504	-50.52%
	383062	00050 Transfer from Building Reserve	950,000	473,267	-50.18%
	383087	Transfer-Road	113,531	187,409	65.07%
Total Transfers In			1,920,012	1,312,861	-31.62%
Total Capital Improvement Fund Revenue			2,286,709	1,453,530	-36.44%

## NARRATIVE

FUND 4512

Technology

---

The Technology Fund was established in conjunction with the capital improvement program. This fund accounts for countywide computer systems including Treasurer, Accounting, and Clerk & Recorder. It also accounts for the software and hardware related to the local area network, Internet, and servers. Funds are appropriated annually for licenses and maintenance on existing systems, replacement and upgrade of hardware and software, and various projects approved by the Board of County Commissioners.

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<b>Technology Fund</b>								
4512	- 000	500350	- 358		Consultants	18,500	18,500	
		500350	- 560		Software Mtc/Support			
				00004	<i>Trust Accounting</i>	-	500	100.00%
				00017	<i>Surveyor Scanner Mtc</i>	-	2,195	100.00%
				00018	<i>"The Switch" Mtc</i>	-	8,000	100.00%
				00019	<i>Back-up Software OFM</i>	-	2,330	100.00%
				00020	<i>HR Mtc Fees</i>	26,024	28,691	10.25%
				00021	<i>Acct/Treas Mtc Fees</i>	41,348	44,000	6.41%
				00022	<i>Election Mtc Fees</i>	7,310	7,676	5.01%
				00023	<i>Recording Mtc Fees</i>	16,379	17,198	5.00%
				00024	<i>CJS Mtc Fees</i>	19,000	20,000	5.26%
				00026	<i>Attorney Mtc Fees</i>	3,288	9,975	203.38%
				00051	<i>MDT Server Maintenance</i>	30,000	30,000	
				00052	<i>GIS Mtc Fees</i>	8,000	8,000	
		500350	- 561		Software - General Applications	103,756	52,000	-49.88%
					Operations	273,605	249,065	-8.97%
4512	- 000	500350	- 939		Capital Budget Detail			
				00004	<i>Trust Accounting</i>	-	7,000	100.00%
				00026	<i>Co. Attny Case Mgmt System</i>	39,318	-	-100.00%
				00039	<i>CJS Mainframe</i>	450,000	450,000	
				00040	<i>Elections</i>	660,710	-	-100.00%
				00053	<i>Payroll Upgrade Consulting</i>	10,000	-	-100.00%
				00054	<i>Fiber Ring Engineering</i>	5,000	-	-100.00%
				00054	<i>Fiber Extension-Road</i>	75,000	-	-100.00%
				00055	<i>MCDF Switches</i>	21,000	21,000	
				00070	<i>Full Court System</i>	-	33,000	100.00%
				00071	<i>Switch</i>	-	30,000	100.00%
				00072	<i>Video Arraignment</i>	-	35,000	100.00%
				00073	<i>Jail Management Software</i>	-	150,000	100.00%
				00074	<i>C &amp; R Adapts Training</i>	-	6,000	100.00%
				00075	<i>Mobile Data Terminals</i>	-	70,000	100.00%
				00077	<i>Permits Plus Module-PW</i>	-	30,000	100.00%
				00077	<i>Permits Plus Module-OPG</i>	-	6,100	100.00%
					<i>On-line Tax Payments</i>	2,559	-	-100.00%
		500350	- 946		Capital-Tech Equip	48,600	52,600	8.23%
					Capital-Laser Printers (Treasurer)	-	2,600	100.00%
					Capital-Scanners (Clerk of Court)	-	3,600	100.00%
		500350	- 949		Capital- Replacement Pool	149,700	149,700	
					Capital	1,461,887	1,046,600	-28.41%
4512	- 000	521000	- 828		Transfer to CIP - Debt Service	225,531	94,992	-57.88%
					Transfer	225,531	94,992	-57.88%
					Operations	273,605	249,065	-8.97%
					Capital	1,461,887	1,046,600	-28.41%
					Transfer	225,531	94,992	-57.88%
						1,961,023	1,390,657	-29.09%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<u>Technology Fund</u>					
4512-000	311010	Property Tax Revenue	356,377	377,698	5.98%
	335230	State Entitlement Share	28,057	28,964	3.23%
Technology Fund Tax Revenue			384,434	406,662	5.78%
4512-000	335210	Personal Property Reimbursement	7,558	6,424	-15.00%
4512-000	381070	00040 Loan Proceeds	660,710	-	-100.00%
		Federal Grant Revenue			
4512-000	331000	00039 <i>Dept of Justice-Criminal Justice System</i>	400,000	400,000	
	393003	Criminal Justice Connection Fees	75,606	40,600	-46.30%
	393004	Property Info System	4,000	5,600	40.00%
	393005	00051 MDT City/County Server Maintenance	30,000	30,000	
Non-Tax Revenue			1,177,874	482,624	-59.03%
4512-000	383003	Transfer from Sheriff	68,455	67,800	-0.96%
	383006	Transfer from General Fund	138,790	132,925	-4.23%
	383012	Transfer from District Court <i>Clerk of Court - \$16,585</i> <i>Public Defenders - \$10,725</i>	27,310	25,310	-7.32%
	383018	Transfer from Parks	715	715	
	383019	Transfer from Development Park	715	715	
	383025	Transfer from OPG	41,395	42,685	3.12%
	383087	Transfer from Road	12,670	12,400	-2.13%
Transfers In			290,050	282,550	-2.59%
Technology Fund Total Revenue			1,852,358	1,171,836	-36.74%

## NARRATIVE

FUND 6051

Risk Management

---

The Risk Management Department is responsible for providing loss control and risk financing for county exposures to accidental loss. The Risk Manager is the Plan Administrator for the Employee Benefits, and the Missoula County Worker's Compensation Group Insurance Authority.

The program consists of three major components:

1. Property and Liability: A self-funded and self-administered program with selected commercially insured property and bond coverage.
2. Workers' Compensation: A self-insured and self-administered program.
3. Employee Benefits: The administration of medical, dental, vision, life insurance, and related benefits programs.

**PERSONNEL**

**RISK MANAGEMENT**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Plan Administrator	0.4	40.53	832	33,721
Benefit Plan Supervisor	0.2	23.70	416	9,859
Annual Merit Reserve				1,856
<u>Fringe Benefits</u>				<u>10,407</u>
<b>TOTALS</b>	0.60			55,843

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Risk Management</u>								
6051	- 000	510201	- 111		Permanent Salaries	41,251	43,580	5.65%
		510201	- 141		Fringe Benefits	10,292	10,407	1.12%
		510201	- 192		Annual Merit Reserve	1,443	1,856	28.62%
					Personnel	52,986	55,843	5.39%
6051	- 000	510201	- 210		Office Supplies	500	1,800	260.00%
		510201	- 321		Printing/Litho Costs	50	50	
		510201	- 334		Books Resource Suscriptions	350	350	
		510201	- 335		Dues & Memberships	1,200	1,300	8.33%
		510201	- 345		Phone Basic	400	500	25.00%
		510201	- 346		Phone LD	600	500	-16.67%
		510201	- 357		Contracted Services	5,000	20,000	300.00%
		510201	- 371		Mileage-County Vehicle	1,000	1,000	
		510201	- 373		Meals, Lodging, Incidentals	235	300	27.66%
		510201	- 380		General Training (Staff)	2,600	2,600	
		510201	- 510		General Fund Premium	197,000	225,000	14.21%
		510201	- 511		Ins/Fidelity Bonds	9,000	11,000	22.22%
		510201	- 530		Rent	10,000	12,000	20.00%
		510201	- 811		Claims Settlement	375,000	403,000	7.47%
					Operations	602,935	679,400	12.68%
					Personnel	52,986	55,843	5.39%
					Operations	602,935	679,400	12.68%
						655,921	735,243	12.09%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<u>Risk Management Revenue</u>					
6051-000	311010	Property Tax Revenue	366,227	388,135	5.98%
	335230	State Entitlement Share	48,664	50,238	3.23%
		Risk Management Tax Revenue	414,891	438,373	5.66%
6051-000	335210	Personal Property Reimbursement	7,793	6,624	-15.00%
		Non-Tax Revenue	7,793	6,624	-15.00%
6051-000	383002	Transfer from Permissive Medical Levy	402	1,062	164.18%
	383062	Transfer from Trust	150,000	150,000	
	383004	Transfer from Public Safety (Jail/Juvenile)	85,640	95,710	11.76%
		Transfers In	236,042	246,772	4.55%
		Risk Management Total Revenue	658,726	691,769	5.02%

## NARRATIVE

FUND 6052

Employees Benefits Insurance

---

The Employees Benefits Department is responsible for providing the benefits described in the Missoula County Employee Benefits Plan and the Missoula County Flexible Benefits Plan. The Department is also responsible for Missoula County's Long Term Disability group Insurance coverage. The Department contracts to provide benefits to several local government agencies. The Plan Administrator is the Risk Manager.

The Employee Benefits Plan consists of four programs:

1. Medical Benefits: A self-funded and self-administered program providing coverage to the eligible employees, retirees and dependents of Missoula County and Affiliated Agencies. The Plan covers over 770 employees and 940 dependents.
2. Dental Benefits: A self-funded and self-administered program providing coverage to the eligible employees and dependents of Missoula County and Affiliated Agencies. The Plan covers over 700 employees and 890 dependents.
3. Vision Benefits: A self-funded and self-administered program providing coverage to the eligible employees and dependents of Missoula County and Affiliated Agencies. The Plan covers about 680 employees and 920 dependents.
4. Life Insurance Benefits: Commercially insured term life insurance provided to the eligible employees of Missoula County and Affiliated Agencies. The Basic coverage provides a \$20,000 benefit. Supplemental life insurance is available up to \$100,000.

The Flexible Benefits Plan: A self-administered plan to allow eligible employees of Missoula County and Affiliated Agencies to elect to pay their share of the cost of Benefits Plan medical, dental and vision costs on a pre-tax basis.

Long Term Disability Insurance: Commercially insured disability insurance provided to eligible employees of Missoula County and Affiliated Agencies. The coverage schedule amount is 50% of monthly pay subject to a maximum of \$2,500 per month.

**PERSONNEL**

**EMPLOYEE BENEFITS**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Plan Administrator	0.3	40.53	624	25,291
Benefit Plan Supervisor	0.4	23.70	832	19,718
Employee Benefits Plan Analyst	0.9	14.86	1872	27,818
Employee Benefits Plan Analyst	0.2	17.51	416	7,284
Employee Benefits Plan Analyst	0.9	17.51	1872	32,779
Employee Benefits Plan Analyst	0.9	13.74	1872	25,721
Employee Benefits Plan Analyst	1	11.20	2080	23,296
Annual Merit Reserve				8,252
<u>Fringe Benefits</u>				<u>54,045</u>
<b>TOTALS</b>		4.6		224,204

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Employee Benefits</u>								
6052	- 000	510610	- 111		Permanent Salaries	155,657	161,907	4.02%
		510610	- 141		Fringe Benefits	50,853	54,045	6.28%
		510610	- 192		Annual Merit Reserve	5,687	8,252	45.10%
					Personnel	212,197	224,204	5.66%
6052	- 000	510610	- 210		Office Supplies	2,000	3,000	50.00%
		510610	- 311		Postage	17,000	16,500	-2.94%
		510610	- 321		Printing/Litho Costs	7,000	5,500	-21.43%
		510610	- 334		Books Resource Suscriptions	2,000	3,000	50.00%
		510610	- 345		Phone Basic	3,400	3,000	-11.76%
		510610	- 346		Phone LD	800	800	
		510610	- 357		Contracted Services	80,000	77,000	-3.75%
		510610	- 373		Meals, Lodging, Incidentals	300	200	-33.33%
		510610	- 380		General Training (Staff)	12,500	6,000	-52.00%
		510610	- 512		Specific-Stop Loss	121,000	99,000	-18.18%
		510610	- 513		Life Insurance	98,700	122,000	23.61%
		510610	- 515		LTD Premiums	47,850	48,200	0.73%
		510610	- 530		Rent	52,000	38,000	-26.92%
		510610	- 551		Trustee Fees	4,800	4,800	
		510610	- 812		Health Insurance Claims	4,076,000	4,850,664	19.01%
		510610	- 813		Dental Claims	500,000	557,000	11.40%
		510610	- 814		Vision Claims	112,000	82,000	-26.79%
		510610	- 815		Prescription Claims	660,000	774,000	17.27%
		510610	- 816		Health Incentive Program	10,500	7,500	-28.57%
					Operations	5,807,850	6,698,164	15.33%
6052	- 000	510610	- 946		Capital-Tech Equip	1,519	3,000	97.50%
					Capital	1,519	3,000	97.50%
					Personnel	212,197	224,204	5.66%
					Operations	5,807,850	6,698,164	15.33%
					Capital	1,519	3,000	97.50%
						6,021,566	6,925,368	15.01%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<b>Non-Tax Revenue</b>					
<b><u>Employee Benefits</u></b>					
6052-000	361000	Rents/Leases	27,500	31,500	14.55%
	371010	Investment Earnings	52,000	10,000	-80.77%
	396104	Employer Life	30,400	40,000	31.58%
	396105	Employer Dental	206,000	225,000	9.22%
	396108	Employer Vision	66,000	-	-100.00%
	396111	Employer LTD	30,000	30,000	
	396116	COBRA	46,000	30,000	-34.78%
	396170	Employee Dental	215,000	235,700	9.63%
	396171	Employee Life	57,500	63,000	9.57%
	396172	O/A Admin Chargeback	20,000	19,000	-5.00%
	396173	O/A Dental	110,000	118,000	7.27%
	396174	O/A Life	13,000	19,000	46.15%
	396177	O/A Vision	22,600	23,200	2.65%
	396178	O/A Health	968,000	1,084,000	11.98%
	396179	Employer-County Health	2,873,000	3,451,136	20.12%
	396180	Employee-County Health	855,000	947,100	10.77%
	396181	Employee Vision	43,300	67,300	55.43%
	396182	Retirees-Health Insurance	344,500	407,000	18.14%
	396183	Retirees-Dental Insurance	-	10,000	100.00%
	396184	Retirees-Vision Insurance	-	3,000	100.00%
	396185	Employee LTD	17,850	20,300	13.73%
	396205	Prescription Rebates	28,000	35,000	25.00%
		Employee Benefits Non-Tax Revenue	6,025,650	6,869,236	14.00%
6052-000	383000	Transfer from Excess Loss Fund	-	17,000	100.00%
	383002	Transfer from Permissive Medical Levy	-	134,611	100.00%
		Transfers In	-	151,611	100.00%
		Employee Benefits Total Revenue	6,025,650	7,020,847	16.52%

## NARRATIVE

FUND 6053

Workers' Compensation

---

The Missoula County Workers' Compensation Group Insurance Authority provides the benefits required by the Montana Workers' Compensation Act and Occupational Disease Act. Members of the Authority are Missoula County and Affiliated Agencies. The Authority is an authorized self-insurer in Montana. The Risk Manager is the Administrator of the Authority.

The program consists of two main elements:

1. Loss Control: A comprehensive safety program for the employees of Missoula County and Affiliated Agencies.
2. Risk Financing: The funding of benefit obligations and program administration.

**PERSONNEL**

**WORKERS' COMPENSATION**

<u>POSITION</u>	<u>F.T.E.</u>		<u>SALARY</u>	
Plan Administrator	0.3	40.53	624	25,291
Benefit Plan Supervisor	0.4	23.70	832	19,718
Work Comp Adjuster	0.8	13.86	1664	29,137
Work Comp Adjuster	0.1	13.86	208	3,642
Annual Merit Reserve				3,614
<u>Fringe Benefits</u>				<u>25,966</u>
<b>TOTALS</b>		1.60		107,368

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Workers Compensation</u>								
6053	- 000	510620	- 111		Permanent Salaries	70,353	77,788	10.57%
		510620	- 141		Fringe Benefits	22,984	25,966	12.97%
		510620	- 192		Annual Merit Reserve	2,570	3,614	40.62%
					Personnel	95,907	107,368	11.95%
6053	- 000	510620	- 210		Office Supplies	1,000	2,000	100.00%
		510620	- 345		Phone Basic	400	400	
		510620	- 346		Phone LD	300	300	
		510620	- 357		Contracted Services	33,800	40,000	18.34%
		510620	- 371		Mileage-County Vehicle	1,000	2,000	100.00%
		510620	- 373		Meals, Lodging, Incidentals	350	600	71.43%
		510620	- 380		General Training (Staff)	7,000	7,000	
		510620	- 512		Specific Stop-Loss	70,000	70,000	
		510620	- 518		Insurance Dividend	60,000	70,000	16.67%
		510620	- 530		Rent	10,000	12,000	20.00%
		510620	- 540		Special Assessments	12,000	15,000	25.00%
		510620	- 630		Paying Agent Fees	5,000	5,000	
		510620	- 791		MUS Contract	20,000	20,000	
		510620	- 811		Claims	440,000	600,000	36.36%
					Operations	660,850	844,300	27.76%
6053	- 000	521000	- 871		Transfer-Trust	155,000	60,000	-61.29%
					Transfers Out	155,000	60,000	-61.29%
					Personnel	95,907	107,368	11.95%
					Operations	660,850	844,300	27.76%
					Transfers	155,000	60,000	-61.29%
						911,757	1,011,668	10.96%

Statement of Revenue

			2003-2004	2004-2005	% Change
			Amended	Proposed	
<b>Non-Tax Revenue</b>					
<b><u>Workers Compensation</u></b>					
6053-000	342040	MUS Contract	50,748	50,748	
	371010	Investment Earnings	40,000	15,000	-62.50%
	396200	Employer Work Comp	825,000	945,000	14.55%
Workers' Compensation Total Revenue			<u>915,748</u>	<u>1,010,748</u>	<u>10.37%</u>

## NARRATIVE

FUND 2372 & 2373

Permissive Medical Levy

---

The Permissive Medical Levy – Senate Bill 478 – amends the law that allows local governments to increase mill levies for the increase in the cost of health insurance provided to employees. SB 478 stipulates that this levy must be separately identified on the tax bill.

Statement of Budget

Fund	Dept	BSEL	Obj	Proj	Account Title	2003-2004 Amended	2004-2005 Proposed	Percent Change
<u>Permissive Medical Levy</u>								
2372	- 000	521000	- 820		Transfer to District Court	14,510	30,618	111.01%
		521000	- 820		Transfer to Library	13,438	25,458	89.45%
		521000	- 820		Transfer to Park	142	142	
		521000	- 823		Transfer to Planning	27,009	55,995	107.32%
		521000	- 824		Transfer to Museum	1,666	3,258	95.56%
		521000	- 826		Transfer to General	90,502	190,665	110.67%
		521000	- 829		Transfer to Extension	1,709	3,753	119.60%
		521000	- 865		Transfer to Employee Benefits	-	134,611	100.00%
		521000	- 869		Transfer to Fair	1,660	4,310	159.64%
		521000	- 870		Transfer to Risk Management	402	1,062	164.18%
		521000	- 874		Transfer to Weed	2,294	4,994	117.70%
		521000	- 891		Transfer to Public Safety	102,042	209,269	105.08%
		521000	- 892		Transfer to Bridge	7,512	13,081	74.14%
					Transfers Out	262,886	677,216	157.61%
					Transfers Out	262,886	677,216	157.61%
						262,886	677,216	157.61%
<u>Permissive Medical Levy-County Only</u>								
2373	- 000	521000	- 822		Transfer to Animal Control	4,143	8,173	97.27%
		521000	- 827		Transfer to Road	21,938	38,646	76.16%
		521000	- 872		Transfer to Health	33,665	71,121	111.26%
					Transfers Out	59,746	117,940	97.40%
					Transfers Out	59,746	117,940	97.40%
						59,746	117,940	97.40%

Statement of Revenue

			2003-2004 Amended	2004-2005 Proposed	% Change
<u>Permissive Medical Levy</u>					
2372	311010	Property Tax Revenue	<u>262,886</u>	<u>677,216</u>	<u>157.61%</u>
		Permissive Medical Levy Tax Revenue	262,886	677,216	157.61%
<u>Permissive Medical Levy-County Only</u>					
2373	311010	Property Tax Revenue	<u>59,746</u>	<u>123,720</u>	<u>107.08%</u>
		Permissive Medical Levy Tax Revenue	59,746	123,720	107.08%