

2017 Budget

County Commissioners
Recommendation

An Introduction to the County:

- WHAT WE DO – AND WHY
- WHAT IT COSTS
- WHERE ARE WE HEADING



Nursing Home – our largest department

- The County Nursing Home was established to be a “safety net” for the indigent, frail & elderly in our community. We’ve maintained this philosophy since the 1800’s and have expanded into Acute and Palliative, as well as Rehabilitative services in order to meet the ever changing needs of the community.
- We have 94 beds and are usually at full capacity.
- Our Nursing Home is truly home for the people who live there, and our staff does all they can, to make sure it feels that way.





Nursing Home costs...

- The Commissioners have recommended a budget of \$11,627,858.
- There are 111 full time employees and approximately 50 part time. They provide nursing care, cook food and provide laundry service for the nursing home and jail, take care of the building, process invoices & receipts, maintain medical records, and try to improve the quality of life for the Residents.
- The expenses are off set by estimated revenues of \$9,326,000. Our rate of reimbursement from Medicaid is set by the State and does not cover the actual cost of providing services.

Department of Corrections

- The DOC provides for the care, custody & control of all inmates court ordered for incarceration. This includes providing medical and mental health care, food, clothing, educational, vocational, religious and lifestyle improvement programs.
- Our average daily population is about 100 inmates. Additionally, we monitor inmates on electronic bracelets and those participating in Work Release programs.
- Our goal is to return offenders to our community with an opportunity to become healthy, productive, law-abiding citizens.



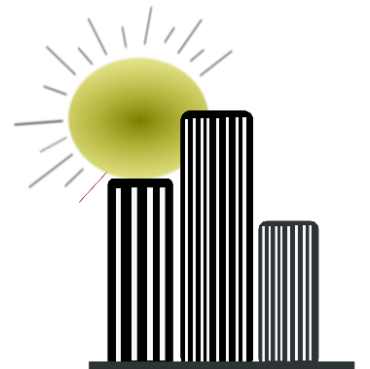


Jail budget:

- The recommended budget is \$3,848,213. The increase in this department is directly related to the anticipated opening of a new Community Corrections Center in September 2017.
- This expenditure is offset by anticipated revenues of \$568,000.
- This budget includes 32 full time employees as well as 14 part time employees to help fill gaps when needed.

Facilities Maintenance

- This department is responsible for the maintenance and operation of the County's buildings and infrastructure (grounds, roads, driveways, utilities).
- They work to ensure a safe, clean and comfortable work and living environment for the users of our buildings.
- Through proper and timely maintenance they strive to extend the longevity of our assets and plan for their replacement in the future when necessary.
- The Commissioners recommended budget is \$596,199.





Sheriff's Department

- The Sheriff's Department is first and foremost a Law Enforcement agency. The Sheriff and his Deputies have state wide jurisdiction for all criminal matters.
- In addition to the normal law enforcement functions associated with local and state police agencies, the Sheriff's Department serves all civil process. These process can range from notice of Court dates, evictions, divorce and serving judgements to the taking of real property, funds, and even children from unfit parents.
- The Sheriff's Department is also the primary transport, custody and control entity for the inmates of the various correctional facilities when they are delivered to court, medical and dental appointments, or other supervised releases from the correctional facility.
- When not fulfilling the primary duties of the Sheriff's Department the Deputies are assisting outside agencies with training, investigations, task force duties, or other specialized services in conjunction with or beyond the capabilities of the local agencies.

Sheriff's Department Budget:

- The Commissioners recommended budget is \$2,198,973.
- This is off set by estimated revenues of \$411.000.
- There are 18 full time employees and 28 part time employees.



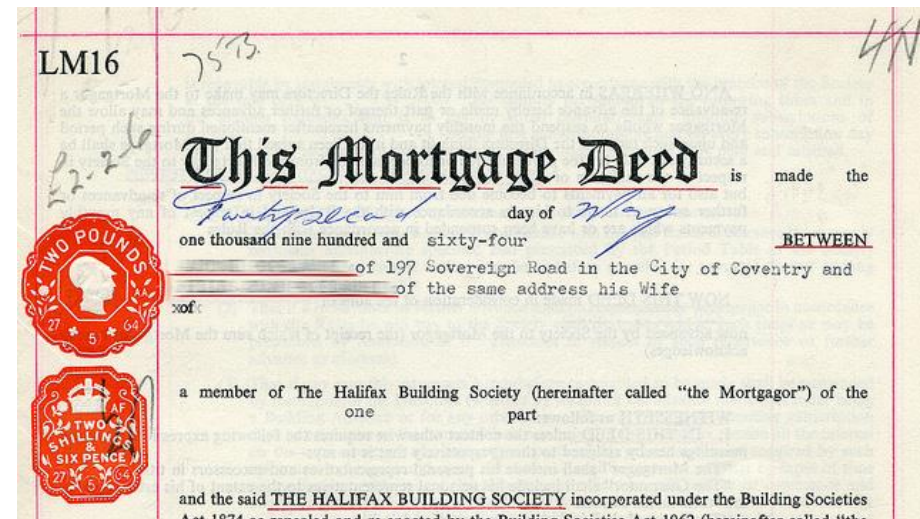


Registry of Deeds

- The Registry of Deeds records documents that become part of the permanent chain of title for each property in the County.
- The procedure is as follows: Documents are recorded, indexed, proofed, scanned & processed.
- Instruments include: Deeds, Mortgages, Discharges of Mortgage, Surveys, Permits, Amendments, Declarations, Current Use, Corrective, as well as Liens - IRS, City/Town Tax Liens, Writ of Attachments, State of NH etc.
- The bookkeeping function is done on a daily basis in relation to the fees collected for recording etc.
- Information is provided to the 10 towns & 1 city regarding the sale of property for tax purposes.
- They assist the public – in person and over the phone.

Deeds Budget:

- The Commissioners recommend a budget of \$369,960 for this department.
- The offsetting revenue is primarily comprised of the fees collected from real estate transfers. The total expected is \$859,500.
- This department has 3 full time employees and 1 part time.





County Attorney's Office:

- The County Attorney's Office is responsible for prosecuting all felony crimes which occur in the County.
- Cases are investigated by local police, the Sheriff's Department, and other State and Federal Law Enforcement agencies including: Attorney General's Drug Task Force, Fish & Game, State Police, Health and Human Services (welfare fraud), Fire Marshalls, Liquor Enforcement, Land and Forests, Marine Patrol, Social Security Administration, FBI and Homeland Security.
- We also provide advice and guidance to local law enforcement officers, oversee investigations, and receive immediate notification of any untimely death which occurs in the County.

County Attorney's budget:



- The Commissioners have recommended a budget of \$823,699 for the operation of this office.
- There is offsetting revenue projected of \$60,000.
- This office is comprised of five attorneys, including the County Attorney, one Victim Witness Advocate, and two full time and one part time legal assistants.
- Each attorney generally has an active caseload of between 70 and 100 cases.

Human Services:

- This is where we pay for all the citizens of our County who have been determined to be eligible for Nursing Home level of care, by the State.
- They may be at home receiving services or in any Nursing Home in New Hampshire. The goal is to keep people in their homes as long as possible.
- There is a cap set by the State Legislature on how much the Counties have to pay. It continues to increase.
- This is only one line in our budget, but it's a big one! \$6,207,672. There is a revenue off set of \$275,000.



Restorative Justice

- This Department provides court diversion services for both youth & adults.
- Additionally, they will be working in our Community Corrections programs, assisting with classes, pretrial services, and potentially, after-care.
- They are also an integral part of our Recovery Court, along with the County Attorney and Corrections staff.



Restorative Justice

- This Department is run with 4 part time employees!
- The Commissioner's recommended budget is \$171,998.
- Anticipated revenues are \$14,000.



- The County's computer infrastructure is maintained and managed by a private technology firm.
- We're lucky to have a local company, Mainstay Technologies, partner with the County to meet all of the various needs of our departments. An employee from Mainstay consults with our IT Committee on the needs of the County.
- The IT budget is recommended at \$166,145.
- NOTE – there's an additional \$80,000 of IT costs in the Nursing Home budget, specific to the operation of the Nursing Home.

General Administration

- The County operates with a centralized administration which includes risk management, finance, and human resources.
- Administration provides services & resources to all other departments of the organization.
- The budget for Finance & Administration is \$674,273.
- This budget covers 6 full time employees.



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Outside Agencies

- The County provides funding to several non-profit agencies who provide services that either directly assist county service provision or provide additional services to citizens of the County.
- The agencies are:
 - UNH Cooperative Extension
 - Conservation District
 - Genesis
 - Community Action Program (CAP)
 - Belknap Economic Development Council
 - Child Advocacy Center

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Other...

- There are several additional areas of the budget which could be reviewed along with General Administration, these include:
 - Money to pay the County Convention
 - Debt Service
 - A line item for Contingency
 - A line item for Potential Grants

Overview Information...



- The Commissioners were presented with a budget from Department Heads that would have raised taxes by 23%. We were able to reduce that to just over 6%.
- Some of the fixed costs that we had to absorb are:
 - A full year of the wage increases that were negotiated in 2016, plus wage increases for 2017 (1% cost of living on April 1 and 3% step increases on anniversary date).
 - Workers Compensation has increased 9.4%
 - Property & Liability Insurance has increased 12.3%
 - Health Insurance Rates have increased 11.97%
 - NH Retirement System rates will go up in July; significantly for Group II.
- These increases alone cost close to \$1 million.



What we hope to accomplish with this budget:

- Adding necessary staff to our Jail; 4 full time corrections officers cost \$107,000
- Returning an HR Director position at a cost of \$66,000
- Bringing fiber optic internet service to the County Complex for \$5000
- Adding 1 full time Dispatch position \$43,000
- Add 1 part time Case Manager for Community Corrections Center at a cost of \$16,500.
- New Equipment for the Nursing Department - \$45,000
- Begin funding onsite training to protect the investment in our major software systems (Munis and Point, Click, Care) - \$10,000

Undesignated Fund Balance:

- The County has been fortunate to carry an Undesignated Fund Balance for many years. We have tried to keep the balance close to \$4M, which is enough to keep the tax rate stable, but not quite enough to keep us from having to borrow in anticipation of taxes.
- At this point we are considerably under the target level and heading for an even worse position.



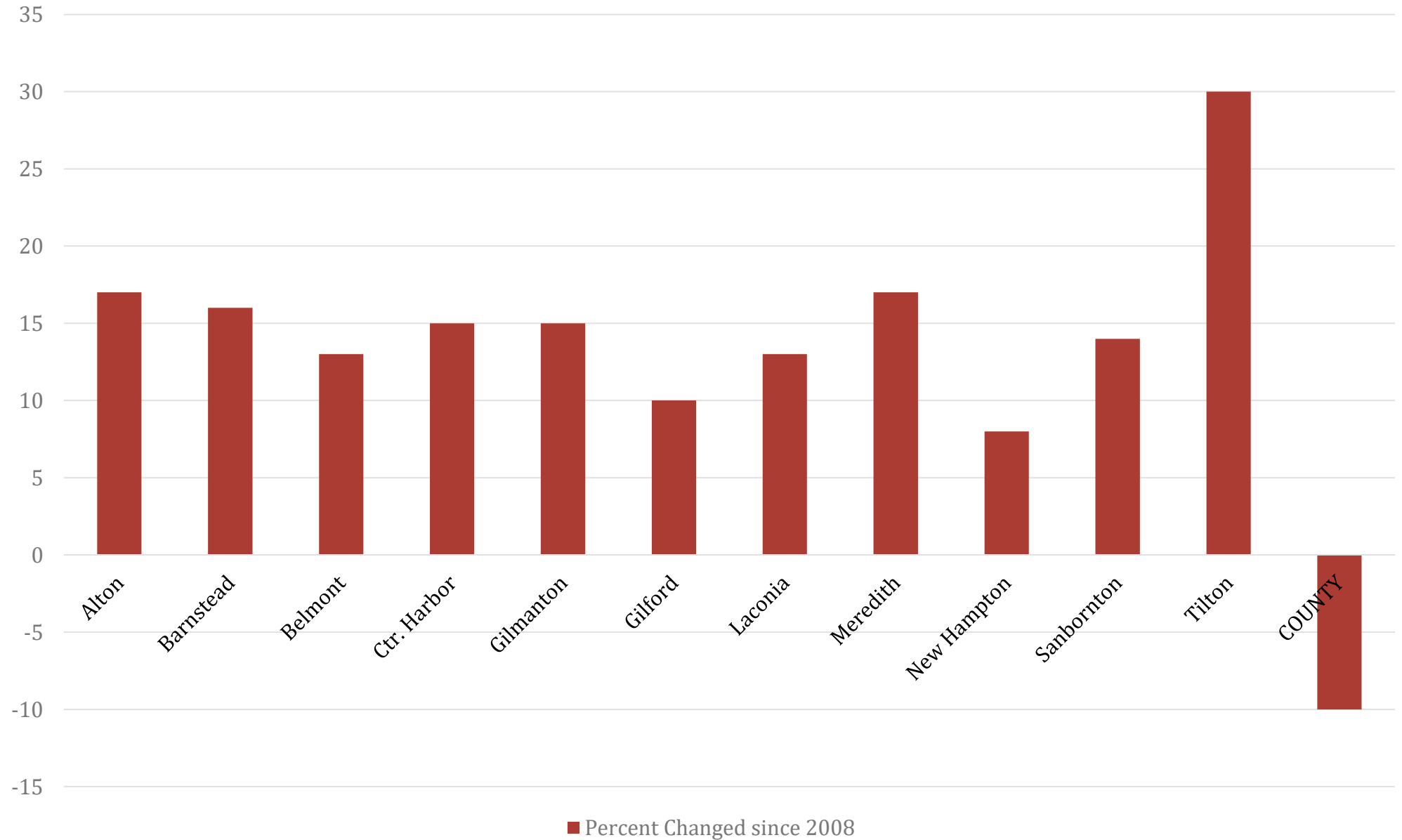
Undesignated Fund Balance – projected...

	1-Jan Balance	Reclassification	Excess Revenue	Operational Savings	Savings from NH Transfer	Fund Bal Used	31-Dec Balance
2003	3,275,669		46,698	1,346,825	997,942	1,029,600	4,637,534
2004	4,637,534		571,051	1,011,929	1,714,671	1,137,534	6,797,651
2005	6,797,651		396,683	438,578	725,452	1,366,550	6,991,814
2006	6,991,814		108,182	466,501	1,205,332	2,869,661	5,902,168
2007	5,902,168	5,981,295	(21,125)	603,319	698,026	2,500,000	4,761,515
2008	4,761,515		(127,752)	449,883	954,083	2,000,000	4,037,729
2009	4,037,729		1,003,854	1,417,506	1,138,489	1,050,000	6,547,578
2010	6,547,578	206,197	1,153,043	2,707,519	53,563	2,433,465	8,234,435
2011	8,234,435	(1,335,221)	1,891,776	456,668	895,843	4,882,000	5,261,501
2012	5,261,501		1,462,196	932,646	*	3,750,000	3,906,343
2013	3,906,343		1,521,332	627,480	-	2,350,000	3,705,155
2014	3,705,155		1,442,829	418,049	-	1,775,000	3,791,033
2015	3,791,033		1,232,782	1,238,009	-	1,775,000	4,486,824
2016	4,486,824		127,495	800,000		2,380,000	3,034,319
2017	3,034,319		125,000	715,000		2,183,657	1,690,662

The whole picture...

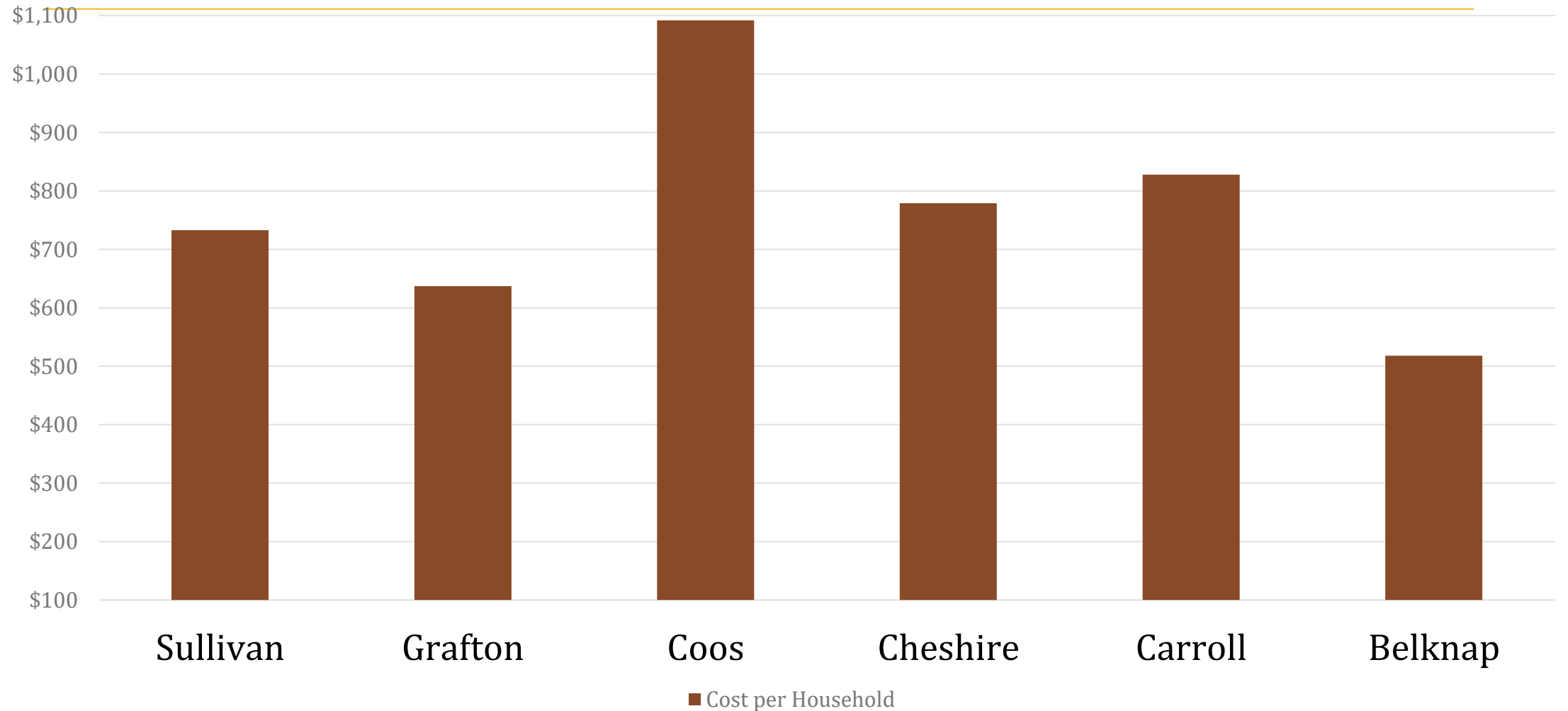
	2015	2016		<u>Commission</u>		2017	
	<u>Adopted</u>	<u>Budget</u>	-	<u>Recommended</u>		<u>Dept. Requests</u>	
Expenses	26,823,694	27,116,837	1%	28,034,331	3%	29,514,222	8%
Bond Issue		8,000,000		-		-	
Revenues	11,211,521	11,773,397	5%	12,013,500	2%	11,002,000	-7%
Bond Issue		8,000,000		-		-	
Plus Surplus used	1,774,999	2,380,000	25%	2,183,657	-9%	1,775,000	-
	12,986,520	22,153,397	41%	14,197,157		12,777,000	
To be raised by taxes	13,837,174	12,963,440	-6.74%	13,837,174	6.31%	16,737,222	23%

Taxes raised by Town

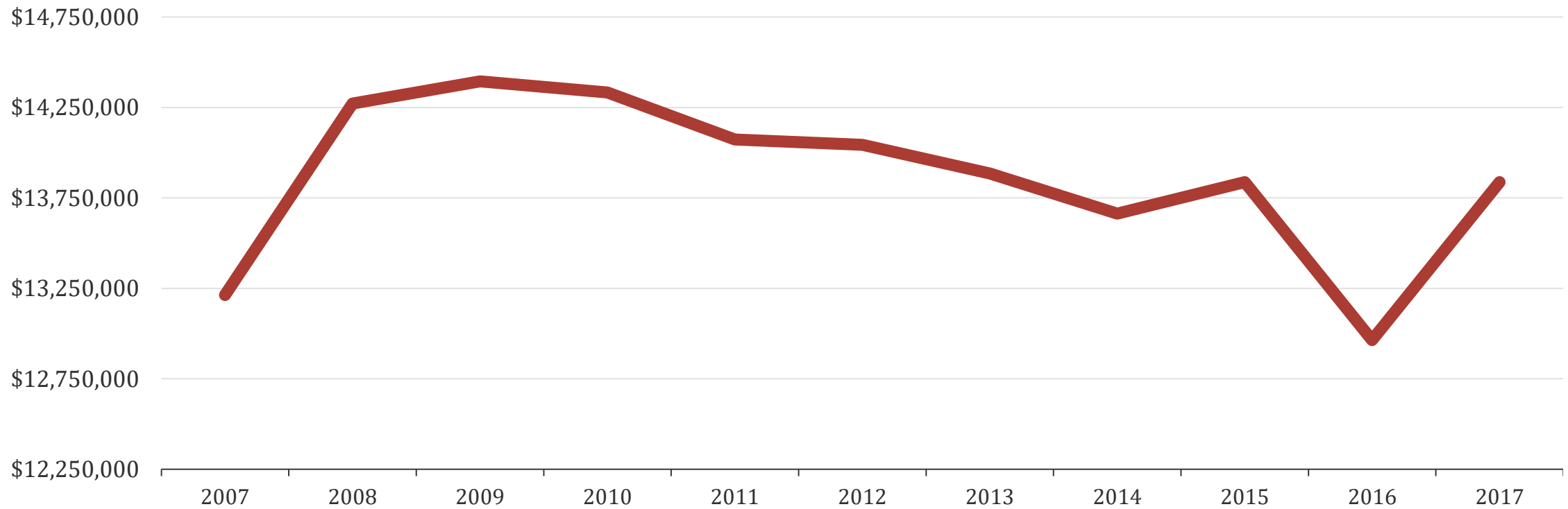


2016 Taxes Raised per Household:

(Based on the last US Census)



Consider the amounts raised through County taxes since 2007:



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In conclusion...

Please don't hesitate to call on any of the Commissioners or the County Administrator if you have questions.

We encourage you to attend our meetings anytime. We meet the first & third Wednesdays of each month at 9:00 am.

We look forward to more detailed discussion about the County budget and the services provided.