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WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

Date: July 30, 2015

Weekly Agenda Date: August 4, 2015

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Dennis D. Butler, Finance/Operations
Controller

SUBJECT: Woodbury County's Share of the Operational Costs at the Security
Institute.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Discussion and Action on the Payment of the County's Share of the Operational Costs for Fiscal Year 2015 at the Security Institute Located at Western Iowa Tech.

EXECUTIVE SUMMARY: Woodbury County's share of the operational expenditures for each fiscal year are sent out at the end of the fiscal year for payment to Western Iowa Tech regarding the Security Institute. The costs are usually paid in period 13 of that fiscal year.

BACKGROUND: Woodbury County's share of the Security Institute costs for FY 2014 was \$ 26,142.51. The invoice for this expenditure was not billed to the County until September 16, 2014. Gary Brown made several attempts to get the invoice from Western Iowa Tech. As the bill was received late, period 13 for FY 2014 closed at the end of August, 2014. Due to that fact, the invoice was processed out of the FY 2015 budget year. Now Western Iowa Tech sent the invoice for the County's share of the operational costs for FY 2015. The budget for rent is going to be short because of the doubling up of two years when one is only budgeted. The cash carryover in the EMS Fund includes funds to cover the FY 2015 shared costs. It must be remembered for FY 2015, EMA and EMS were in the same budget. Starting in FY 2016 the EMA and the EMS have their own budgets and funds. The costs for the operation of the Security Institute are budgeted in the FY 2016 EMA Budget.

FINANCIAL IMPACT: As of July 1, 2015 the cash balance in the EMS Fund was \$85,805.55. This balance will be reduced by the \$ 44,535.73 which is the invoice for FY 2015. This remaining balance will be sufficient as EMS and EMA will be reimbursed for actual monthly expenses following the month the expenses were incurred.

RECOMMENDATION: Use the cash reserves in the EMS fund to cover the FY 2015 expenditures and allow EMS amend the FY 2015 EMS budget when the first budget amendment is done in December of 2015.

ACTION REQUIRED / PROPOSED MOTION: Motion by _____, second by _____ to approve the use of EMS cash reserves to fund Woodbury County's share of the Security Institutes Operational cost for FY 2015 which will be covered in the first budget amendment done in December of 2015.

Approved by Board of Supervisors March 3, 2015.

Western Iowa Tech Community College
4647 Stone Avenue
P.O. Box 5199
Sioux City, Iowa 51102-5199
(712) 274-6400
Fax (712) 274-6412

INVOICE
The Security Institute Operating Expenditures for FY 2014

Invoice Number

Account Holder: 201638 Woodbury County Auditor Office

Invoice Due Date
Upon Receipt

Woodbury County Auditor Office
620 Douglas Street, Room 103
Sioux City, IA 51101

Invoice Type: AD

<u>Code</u>	<u>Description</u>	<u>Charges</u>	<u>Credits</u>
MNR	Salary and benefits	7,178.92	
MNR	Generator Maintenance	1,216.67	
MNR	Janitorial/Maintenance/Waste Removal	908.00	
MNR	Window and Floor Mat Cleaning	323.33	
MNR	Fire Alarm Testing	466.67	
MNR	Elevator Maintenance	184.00	
MNR	HVAC Maintenance	1,913.40	
MNR	Boiler Maintenance	600.00	
MNR	Pest Control	166.67	
MNR	Facility Building Costs	13,184.85	
	Total	26,142.51	

Invoice Net: 26,142.51

Balance Due: 26,142.51

Checks provided as payment may be used to make a one-time electronic fund transfer from your account or processed as a check transaction. Funds may be withdrawn from your account as soon as the same day you make the payment and you may not receive your check back from your financial institution. For inquiries, please call 712-274-6400 ext. 1210.

FILED
COUNTY AUDITOR & RECORDER
WOODBURY CO., IA
SEP 16 2014
PATRICK GILL
AUDITOR / RECORDER

Bill Sept. 16, 2014 to Late
For Period 13 FY 14

Paid FY 15

Group ⁴¹⁹ 1975 Emergency Services
Transaction # 700

Period ~~12~~ 3/2014⁵ MM/YYYY

Press Enter to continue.

Transaction date : 06/30/2014 mm/dd/yyyy
Voucher number :
Account number (F4) : 760 1211 412 45 01 RENT BUILDINGS
Project number (F4) :
Purchase order (F4) :
Vendor number (F4) : 248200 WESTERN IOWA TECH

Invoice number : 6302014
Transaction amount (2 Dec) : 2614251
Bank code (F4) :
Description 1 :
Description 2 :

More...

F3=Exit
F15=Period dates F16=Balance

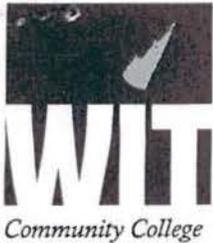
F12=Cancel F19=Vendor Addr
F18=Defaults F24=More keys

PATRICK F. GILL
WOODBURY COUNTY
AUDITOR & RECORDER &
COMM. OF ELECTIONS
2014 SEP 9 AM 9 24

FILED
COUNTY AUDITOR / RECORDER
WOODBURY CO., IA

SEP 16 2014

PATRICK F. GILL
AUDITOR / RECORDER



July 22, 2015

Woodbury County Emergency Services
121 Deer Run Trail
Climbing Hill, IA 51015

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Western Iowa Tech
Community College
4647 Stone Avenue
P.O. Box 5199
Sioux City, IA 51102-5199
712-274-6400
800-352-4649
Fax: 712-274-6412
www.witcc.edu

Western Iowa Tech Community College has gathered all the operational costs for The Security Institute facility for the period July 1, 2014 thru June 30, 2015. As per the agreement, the City, County and College would share equally in those costs associated with operating and maintaining this facility. The operational costs totaled \$133,607.19. Each entity's billing for operation of The Security Institute amounts to \$44,535.73. Payment should be made payable to:

Western Iowa Tech Community College
Atten: Business Office
4647 Stone Avenue
Sioux City, Iowa 51106

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Cherokee Campus
& Conference Center
Denison Campus
Le Mars Center
Mapleton Center
Sioux City Campus

If you should have any questions or concerns, please me at 274-6400 ext. 1362.

Sincerely,

A handwritten signature in black ink, appearing to read 'Troy A. Jasman'. The signature is written over a horizontal line and includes a large, stylized flourish that loops back to the left.

Troy A. Jasman
Vice President of Finance and Administrative Services/CFO

Western Iowa Tech Community College
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 P.O. Box 5199
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 Sioux City, IA 51101

Invoice Type: AD

<u>Code</u>	<u>Description</u>	<u>Charges</u>	<u>Credits</u>
MNR	Salary and benefits	8,138.66	
MNR	Generator Maintenance	1,216.67	
MNR	Janitorial/Maintenance/Waste Removal	908.00	
MNR	Window and Floor Mat Cleaning	323.33	
MNR	Fire Alarm Testing	466.67	
MNR	Elevator Maintenance	184.00	
MNR	HVAC Maintenance	1,913.40	
MNR	Boiler Maintenance	600.00	
MNR	Pest Control	166.67	
MNR	Facility Building Costs	17,748.97	
MNR	Facility Building Costs	12,869.36	
Total		44,535.73	

Invoice Net: 44,535.73

Balance Due: 44,535.73

Checks provided as payment may be used to make a one-time electronic fund transfer from your account or processed as a check transaction. Funds may be withdrawn from your account as soon as the same day you make the payment and you may not receive your check back from your financial institution. For inquiries, please call 712-274-6400 ext. 1210.