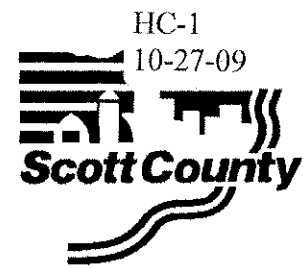


Community Services Department

600 W. 4TH ST.
Davenport, Iowa 52801



(563) 326-8723 Fax (563) 326-8730

October 19, 2009

TO: Dee F. Bruemmer

FROM: Lori A. Elam

RE: General Assistance Program- Purchase of Graves and Update of the Rental Assistance Policy

Purchase of Graves:

In May of 2003 the county purchased additional graves for use in the General Assistance Program. There are currently 10 plots/graves remaining. Persons who apply for burial assistance are provided with a county grave plot.

With the assistance of the FSS Purchasing Staff, a "Request for Quotation" was requested from local cemeteries. The request indicated that Scott County wished to purchase one hundred (100) or two hundred (200) grave lots with perpetual care included. Two responses were received. Of those responses, Oakdale Memorial Gardens submitted a quotation for the sale of one hundred graves with grave liners at \$150.00 per grave, plus \$200.00 per grave liner, as well as a quotation for the sale of two hundred graves with grave liners at \$135.00. I have attached the responses received for your information. The other response had a higher cost for the grave and grave liner combined. Therefore, Oakdale Memorial Gardens provided the lowest combined cost of grave and grave liner and is willing to sell one hundred or two hundred graves.

At this time we are requesting that the Board approve entering into a purchase agreement with Oakdale Memorial Gardens for:

1. The purchase of one hundred (100) graves at the purchase price of \$150.00 per grave (each including perpetual care) for a total of \$15,000.
2. With a commitment to purchase one hundred (100) grave liners for use with the purchased graves at a cost of \$200.00 each, with the understanding that grave liners will be purchased and paid for as needed for use with the graves.
3. Scott County agrees to pay interment costs of \$330.00 for each of the graves, with a \$50.00 per grave thawing fee during the winter months of December, January, February and March as needed for frost removal. Interment costs will be paid as needed with use of the graves.

4. Scott County agrees that Oakdale Memorial Gardens may reserve the right to require that interment services be held during weekdays to avoid overtime salary payments.

5. Oakdale Memorial Gardens agrees that infant burials are done at no charge in their baby section.

Utilizing Oakdale Memorial Gardens will result in a cost savings to the county. Currently, we are paying \$575 for the grave liner and interment charges. Oakdale charges will be \$530 total. This results in a savings of \$45 per burial or approximately \$3375 a year (based on 75 burials a year). Both cemeteries charge a \$50 thawing fee in the winter months. Over the past ten years, the burial expenditures vary from year to year. The average is \$168,105. The total expenditures also include cremation charges.

Rental Assistance Policy Update:

I have revised the General Assistance Guidelines program policy related to rental assistance. Due to the poor economic conditions, the Community Services Department has seen an increase in people seeking assistance. After we changed our policy to the 90 day residency requirement back in July of 2009, we found out that other counties were facing some legal issues with this requirement and were being forced to change their policies. After more research and consultation with the County Attorney's office, we felt the need to modify our guidelines in order to comply with the law as well as protect county taxpayer dollars. I have included the revised policy below, with the yellow highlights indicating changes. I will be available at the Committee of the Whole meeting for questions.

XXXVII. SCOTT COUNTY GENERAL ASSISTANCE GUIDELINES

SECTION I. GENERAL PROGRAM POLICIES

- A. All eligibility requirements (Section III) and program requirements (Section IV) must be met before assistance will be approved. No ineligibility circumstances (Section II) are applicable. All assistance specific requirements of Section VIII or Section IX are met.
- B. The verification of any statement or declaration provided in relation to a General Assistance application or re-application may be required by the Case Aide.
- C. General Assistance may be provided for the duration of verified needs in accordance with eligibility and assistance standards set forth in these policies.
- D. General Assistance will be granted only from the date of application, no payment of back bills is allowable, other than currently due utility bills in an emergency situation.
- A. General Assistance shall be granted through vendor payment. No cash payments will be made to applicants.
- B. Vendors must agree to accept a county voucher as full payment of the item of assistance purchased.
- C. No vendor payments will be made to relatives of the applicant.
- D. Non citizens are eligible for General Assistance only as identified in Section V.

- I. Individuals/families who are currently receiving assistance from federal/state financial assistance programs are not eligible for on-going General Assistance. Emergency one-time only assistance may be granted under circumstances specified in these policies.
- J. Applicants must fully and truthfully report all information related to eligibility for assistance and level of assistance. Applicants are required to immediately report any changes in circumstances. Applicants or recipients shall cooperate and provide all information necessary to determine both eligibility, need for assistance and level of assistance.
- K. The applicant must be a current legal resident of Scott County. A resident is defined as a person who is currently living in Scott County and intends to continue living in Scott County. The applicant must also have a valid picture ID. Any person who arrives in Scott County and enters a residential/acute care living/academic arrangement upon arrival will generally not be considered a resident. Any person applying for assistance must show proof of residency in Scott County. Examples of this would include proof of rent paid in Scott County for the past thirty (30) days, documentation from local homeless/domestic violence shelters indicating stay of 30 days or longer, a hotel/motel receipt for 30 days, etc...
- L. The assistance requested is provided for under these policies.
- M. All other available funding outside of this system has been fully accessed by the applicant prior to requesting General Assistance.
- N. Legal settlement shall be determined at the time of application.
 - a. If legal settlement is with another Iowa county, Scott County reserves the right to seek reimbursement of assistance granted from the county of legal settlement.
 - b. If General Assistance is provided by another Iowa county to a resident of that county with legal settlement in Scott County, reimbursement may be made to that county of residence for assistance granted as applicable under that county's General Assistance Guidelines.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

RESOLUTION

SCOTT COUNTY BOARD OF SUPERVISORS

OCTOBER 29, 2009

APPROVING CHANGES TO THE GENERAL ASSISTANCE GUIDELINES RELATING TO ELIGIBILITY REQUIREMENTS FOR RENTAL ASSISTANCE

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That the following changes to the General Assistance Guidelines be approved:

Section 1: (K) "The applicant must be a current legal resident of Scott County. A resident is defined as a person who has been living in Scott County and intends to continue living in Scott County. The applicant must also have a valid picture ID. Any person who arrives in Scott County and enters a residential acute care living/academic arrangement upon arrival will generally not be considered a resident. Any person applying for assistance must show proof of residency in Scott County. Examples of this would include proof of rent paid in Scott County for the past thirty (30) days, documentation from local homeless/domestic violence shelters indicating stay of 30 days or longer, a hotel/motel receipt for 30 days, etc...".

Section 2. This resolution shall take effect December 1, 2009.

