

**TENTATIVE AGENDA**  
**SCOTT COUNTY BOARD OF SUPERVISORS**  
**February 9 - 13, 2015**

**Tuesday, February 10, 2015**

**Committee of the Whole - 8:00 am**  
**Board Room, 1st Floor, Administrative Center**

- \_\_\_ 1. Roll Call: Sunderbruch, Earnhardt, Kinzer, Hancock, Holst

**Human Resources**

- \_\_\_ 2. Discussion of strategy of upcoming labor negotiations with the County's organized employees pursuant to Iowa Code Section 20.17(3). - CLOSED SESSION

**Finance & Intergovernmental**

- \_\_\_ 3. Discussion of Urban County Coalition 2015 Legislative Issues and Priorities. (Item 3)
- \_\_\_ 4. Scott County Library and Scott County I.T. Service Agreement. (Item 4)

**Other Items of Interest**

- \_\_\_ 5. Board Appointments. (Item 5)
- \_\_\_ 6. Consideration of appointments with upcoming term expirations for boards and commissions
- o Ed Winborn - Zoning Board of Adjustment 5/1/15
  - o Cindi Gramenz- Veterans Affairs Commission 5/31/15
  - o Tyrone Orr- Veterans Affairs Commission 5/31/15
- \_\_\_ 7. Adjourned.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Ayes  
Nays

**Tuesday, February 10, 2015**

**Special Committee of the Whole - 9:00 am**  
**Board Room, Immediately following COW (approx 9:00)**

- \_\_\_ 1. Roll Call: Sunderbruch, Earnhardt, Kinzer, Hancock, Holst
- \_\_\_ 2. Budget Work Session.
- \_\_\_ 3. Other items of interest.

**Thursday, February 12, 2015**

**Regular Board Meeting - 5:00 pm**  
**Board Room, 1st Floor, Administrative Center**

**Public Hearing**

- \_\_\_ 1. Public Hearing relative to an amendment to the County's current FY15 Budget.
- \_\_\_ 2. Public Hearing relative to the FY16 Annual Budget and the five year Capital Improvement Plan.



*Black Hawk, Dubuque, Johnson, Linn and Scott*

## **Urban County Coalition 2015 Legislative Issues and Priorities**

**Infrastructure Funding** -- Counties are spending an increasing amount of local tax dollars to fund a greater share of the rising costs of maintaining our state's aging transportation infrastructure. The current revenues that come from the Road Use Tax Fund have not kept pace with the increasing cost of construction and maintenance. While we believe it is critical that the legislature act to increase the motor fuel tax, we would oppose any efforts to restrict counties' ability to fund these projects out of currently available resources. **We ask that the State significantly increase the motor fuel tax to address the needs of Iowa's transportation infrastructure.**

**Mental Health Funding** -- Following the major re-design of the Mental Health and Developmental Disability Services delivery system in Iowa in 2012 (SF 2315), it is essential that adequate funding be provided to allow counties to transition to the new funding system to avoid waiting lists for services. There is a belief that regions have unreasonable fund balances but this does not account for the new requirements for core services and gaps in the current system that regions are expected to fill. While we recognize that increasing budget pressures and increasing Medicaid costs challenge state lawmakers, it would be counter-productive to shift costs with such strategies as freezing waiver programs that force the consumers to seek assistance at the regional level instead of the State. In particular, we request:

- **Ensure that Developmental Disability services are included in core services**
- **Provide sufficient funds for FY 16 to ensure that counties and MH/DS regions have the resources necessary to provide and manage services**
- **Amend the Iowa Code to vest all employment responsibilities, including payment for the judicial mental health advocates with the counties**
- **Eliminate the requirement that the DHS director approve the region's budget and any subsequent budget amendments**

**Unfunded and Underfunded Mandates** -- We appreciate the legislature's willingness to review these issues by holding an interim committee. We encourage the legislature to act to reduce the instances of cost shifting identified and eliminate the burdens these place on property tax payers. The two areas that have the largest impact on local property taxes are colocation of state offices (DHS) and courthouse maintenance and security, but there are many others.

- **Housing State Offices at Local Taxpayer Expense** – Currently some counties are forced to house a variety of state agencies (DHS and the Courts, for example) and receive little or no reimbursement from the State. In addition, counties are forced to pay for expenses such as postage and office supplies at local taxpayer's expense. We request that the State no longer require that counties subsidize the local office expenses of state agencies.
- **Emergency Management Agency Funding** – The current funding formula does not adequately address the needs of the urban counties in Iowa. Eliminate the funding cap on urban counties. We also encourage the State to pass through more of the federal funding it receives to counties. In addition, the State should send a greater portion (50%) of the wireless surcharge funding to the local Public Safety Answering Points (PSAP)

- **Paper Document Storage – We appreciate the legislature’s attention to this issue and encourage legislators to provide assistance in converting to paperless filing systems, and review requirements for document storage and retention. We would encourage the legislature to pay particular attention to the document storage requirements of the Department of Human Services.**
- **Publishing Costs – Reduce publishing costs to local governments to publish meeting, and legal notices on-line and require only a summary to be published in local print outlets. Additionally, allow counties to publish in only one newspaper.**

#### **Additional Issues**

**REAP Funding --**We would like to encourage the legislature and the Governor to fully fund the program at the 20 million dollar level.

**Trail Funding --** We understand that there are a variety of demands on the State budget but we encourage the Governor and the legislature to continue to invest in Iowa’s quality of life infrastructure by increasing the funding for trails. We would also like to see a funding formula that distributes this money to areas of the state that have growing populations.

**County Bonding --** We believe that in matters of public finance, counties should be treated in the same manner as cities. We support the provisions of SF 416, which allows counties flexibility in bonding for certain projects that the cities currently enjoy. We also ask that the limit be raised to a consistent level with cities, currently five million dollars.

**County Zoning Equity --** We would request that the legislature grant counties the same authority to enforce zoning regulations that cities currently have. Currently counties have no mechanism to force compliance or collect the cost of cleaning up violations and these costs are born by all county taxpayers.

#### **Contact**

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gary@grantconsultingllc.com

**INFORMATION TECHNOLOGY**

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February 3, 2015

To: Dee F. Bruemmer, County Administrator

From: Matt Hirst, Information Technology Director

Subject: Approval of Scott County Library / Scott County IT Service Agreement

Attached is a proposed agreement between the Scott County Library and Scott County relating to technology services to be provided by Scott County IT to the Library. The agreement details technology services to be provided by Scott County IT to the Library, how costs for those services will be determined, as well as labor rates the County will bill the Library to setup and support provided technology services.

The Scott County Library includes six branch locations and a traveling bookmobile and strives to provide excellent library services to the residents of the county by offering programs, materials, comfortable facilities and current technologies. The Library has been challenged recently to find competent tech support at a reasonable cost.

The proposed relationship supports the Scott County Board's strategic goal of inter-governmental cooperation by assisting the Library with improved technology as well lowering costs to the Library.

I recommend that the Board approve this agreement as submitted. I will be at the next Committee of the Whole meeting to answer any questions you or the Board may have.

Cc: Tricia Kane, Scott County Library

Encl: (1)

## **INFORMATION TECHNOLOGY SERVICES AGREEMENT**

THIS AGREEMENT is entered into this 12<sup>th</sup> day of February, 2015, by the Scott County Library, a 28E agreement entity pursuant to the Iowa Code, and Scott County.

### **RECITALS**

WHEREAS, Scott County has identified the mission of the Information Technology Department as:

To provide dependable and efficient data and voice services for the County and other supported governmental agencies by:

- Informing, educating, and empowering customers with technical knowledge.
- Researching, installing, and maintaining dependable and innovative technology solutions.
- Implementing and supporting user friendly software systems.

WHEREAS, Scott County Information Technology is a customer service organization with three primary functions:

- Applications – Support commercial off-the-shelf software as well as develop custom applications meeting business requirements.
- Networking - Develop and administer the voice and data network infrastructure to support the business environment.
- GIS/Web - Develop methods of information and application deployment centralized in nature.

WHEREAS, Scott County Information Technology is a technical resource and liaison for their customers:

- Facilitates outsourcing of hardware service and support where feasible.
- Advocates/Consults on technology issues with hardware/software vendors, external consultants, and service providers.
- Provides technology guidance and support from acquisition to decommission.
- Tracks and accounts for technology hardware and software maintenance and licensing.

WHEREAS, Scott County Library System includes six branch locations and a traveling bookmobile and strives to provide excellent library services to the residents of the county by offering programs, materials, comfortable facilities and current technologies.

WHEREAS, Scott County Library recognizes Scott County Information Technology's expertise and the benefit to the Library through a partnership with Scott County.

WHEREAS, Scott County Library and Scott County recognize both organizations are funded by

property tax and shared services allows for the best cost for the tax payer.  
NOW, THEREFORE, in consideration of the mutual promises contained herein, the Scott County Library and Scott County agree as follows:

**ARTICLE I**  
**INFORMATION TECHNOLOGY SERVICE DELIVERY**

Section 1.01 Service Specifications

- A) Scott County Information Technology will monitor, administer, and maintain a network for the Scott County Library including the following:
  - a. Servers
  - b. Storage
  - c. Network equipment
  - d. Printers and multifunction devices
  - e. PCs and/or thin clients
  - f. Internet services
  - g. Telephone services
  - h. Other services
  
- B) Monitoring, administration, and maintenance will include the following:
  - a. Security and access control
  - b. Updates and patches
  - c. Anti-virus software
  - d. Spam filtering
  - e. Data backup and recovery
  - f. Technology trouble shooting
  - g. Liaison with ISP, telephone, hardware and software vendors for problem resolution
  
- C) Scott County Information Technology will also provide the following services to the Scott County Library:
  - a. Procuring approved hardware
  - b. Installing approved hardware
  - c. Procuring approved software
  - d. Installing approved software

**ARTICLE II**  
**RECORDKEEPING AND REPORTING REQUIREMENTS**

Scott County shall prepare and maintain proper, accurate, and complete records and accounts of all transactions related to the technology services and provision of services under this agreement. On a quarterly basis, in conjunction with invoices, Scott County Information Technology shall provide appropriate reports to the Scott County Library of the services undertaken pursuant to this agreement.

**ARTICLE III**  
**PAYMENT, FEES AND REVENUES**

Section 3.01 Invoice and Payment. Scott County shall invoice the Scott County Library for services provided on a quarterly basis. Payment shall be made within 45 days of receipt of Scott County's invoice. Failure of the Scott County Library to make timely payments shall be grounds for termination of this agreement.

Section 3.02 Information Technology Service Fees. Technology service rates shall be paid according to Schedule 1 attached hereto. Rates are subject to evaluation and modification on an annual basis.

- a) Rates for technology services will be determined as a proportional cost to the Scott County Library by adding Scott County actual costs and dividing by Scott County Library usage.
- b) Rates for technology services will be mutually agreed upon prior to a technology service being provided.
- c) Agreed upon rates for technology services will be added to Schedule 1.
- d) Labor necessary to setup and/or support technology services will be billed separately.

Section 3.03 Information Technology Labor Fees. Labor rates shall be paid according to Schedule 1. Rates are subject to evaluation and modification on an annual basis.

- a) Scott County Information Technology labor will be billed for actual hours provided according to the Labor Rates Table in Schedule 1.

Section 3.04 Pass-through Costs. Costs associated with the purchasing of hardware or other items as determined by mutual agreement between the Scott County Library and Scott County shall be charged directly to the Scott County Library.

**ARTICLE IV**  
**TERM OF THE AGREEMENT**

This agreement shall extend from January 1, 2015 to June 30, 2015 and shall renew automatically on an annual basis on July 1 of each year thereafter unless specifically terminated.



**ARTICLE V  
TERMINATION**

This agreement may be terminated under the following conditions:

Section 5.01 Termination by the Scott County Library . The Scott County Library may terminate this agreement if:

- (a) Scott County fails to complete the contractual obligations; or
- (b) The Scott County Library is dissolved; or
- (c) The Scott County Library sells or permanently suspends operations.

Section 5.02 Termination by Scott County. This agreement may be terminated by Scott County if :

- (a) Scott County is no longer able to complete the contractual obligations.

Section 5.03 Termination Due to Changes in Law. The Scott County Library and\or Scott County may terminate this agreement if a change in state or federal law or in the ordinances of any local governmental body makes it impossible for the party to comply with both the material terms of the agreement and the requirements of such State or federal law or local ordinances.

Section 5.04 Termination by Mutual Agreement. This agreement may be terminated by the mutual agreement of the Scott County Library and Scott County.

Section 5.05 Notice and Effect of Termination

- (a) Except as otherwise provided in this agreement, the Scott County Library or Scott County may terminate this agreement 180 days after a notice of intent to terminate is given to the other party.
- (b) Should the agreement be terminated, conditions of the agreement shall remain in effect for all materials delivered prior to the effective date of termination.

**ARTICLE VI  
INSURANCE**

The Scott County Library agrees that in order to protect itself and Scott County, it will at all times during the term of this agreement, keep in force and effect casualty and property insurance policies issued by a company or companies authorized to do business in the State of Iowa.

The Scott County Library shall also keep all hardware owned by the Scott County Library and used in the performance of this contract insured with a minimum public liability insurance of \$1,000,000, combined single limit per occurrence. Certificates of insurance shall be kept on file at the Scott County Library and provided to Scott County upon request.

**ARTICLE VII  
MISCELLANEOUS**

Section 7.01 Amendment. This agreement, except for Schedule 1 attached hereto, shall be amended only in writing by mutual consent of the Scott County Library and Scott County. Scott County will on a yearly basis amend Schedule 1 of this agreement and shall provide the Scott County Library with reasonable notice of any change in Information Technology Services and/or labor rates.

Section 7.02 Notice. Any notice or other communications required or permitted hereunder shall be in writing by first class mail, postage prepaid, and addressed as follows:

(a) To Scott County Library:

Scott County Library  
Library Director  
200 N 6th Avenue  
Eldridge, IA 52748  
PHONE: (563) 285-4794

(b) To Scott County Information Technology:

Scott County Information Technology  
IT Director  
400 W 4th Street  
Davenport, Iowa 52801-1104  
PHONE: (563) 328-4100

Section 7.03 Severability. All parts and provisions of this agreement are severable. If any parts or provisions shall be held invalid, the rest of the agreement shall remain in effect.

Section 7.04 Joint and Several Liability. The Scott County Library and Scott County bind themselves jointly and severally, their successors, executors, administrators and assigns in respect to all covenants of this agreement.

Section 7.05 Entire Agreement. This agreement, with attachments incorporated by reference, is the entire agreement between the Scott County Library and Scott County. No modification of this agreement shall be valid or effective unless made in writing and signed by the agents hereto.

Section 7.06 Access. Scott County or its representatives may visit or inspect Scott County Library facilities at any reasonable time during the term of this agreement after giving the Scott County Library reasonable notice. Any such visits shall be conducted in a manner that does not cause unreasonable interference with the Scott County Library's operations. All visitors to Scott County Library facilities shall comply with all reasonable safety and security rules adopted by the Scott County Library.

Section 7.07 Governing Law. This agreement is governed in all respects by the laws of the State of Iowa and all obligations are enforceable in accordance with those laws.

IN WITNESS WHEREOF, the parties have executed this agreement as of the date first written above.

\_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Scott County

By: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

**SCHEDULE 1**

**SERVICE AND PRICING**

		Service Pricing Model
Scott County Information Technology will monitor, administer and maintain a network for the Scott County Library including the following:		
a. Servers		Per Proportional Costs (TBD)
b. Storage		Per Proportional Costs (TBD)
c. Network equipment		Per Proportional Costs (TBD)
d. Printers and multifunction devices		Actual Cost
e. Client PCs and/or thin clients		Actual Cost
f. Internet services		Per Proportional Costs (TBD)
g. Telephone services		Per Proportional Costs (TBD)
h. Other services		Per Proportional Costs (TBD)
Monitoring, administration and maintenance will include the following:		
a. Security and access control		Per Hour
b. Updates and patches		Per Hour
c. Anti-virus software		Per Proportional Costs (TBD)
d. Spam filtering		Per User Cost (TBD)
e. Data Backup and recovery		Per Proportional Costs (TBD)
f. Technology trouble shooting		Per Hour
g. Liaison with ISP, telephone, hardware and software vendors for problem resolution		Per Hour
Scott County Information Technology will also provide the following services to the Scott County Library:		
a. Procuring approved hardware		Actual Cost
b. Installing approved hardware		Per Hour
c. Procuring approved software		Actual Cost
d. Installing approved software		Per Hour

### FY'15 Information Technology Labor Rates

Director	\$68.04
GIS Analyst	\$28.80
GIS Manager	\$57.09
Help Desk	\$26.50
Network Manager	\$54.80
Network Administrator	\$47.59
Applications Manager	\$54.29
Programmer	\$39.12
Webmaster	\$50.42

### FY'15 Internet Rates

Rate = (# of SCL Employees / # of SC Supported Internet Users * SC Monthly Internet Cost)	TBD
Rate = (22/500*\$3938.75)	

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

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

February 12, 2015

A RESOLUTION APPROVING AN INFORMATION TECHNOLOGY SERVICES  
AGREEMENT BETWEEN THE SCOTT COUNTY LIBRARY AND SCOTT COUNTY IT

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

- Section 1. That the information technology services agreement with the Scott County Library defining technology services to be provided by Scott County IT as well as service and labor rates is hereby approved.
- Section 2. This resolution shall take effect immediately.

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

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

February 12, 2015

APPROVAL OF APPOINTMENT OF ROB MCCAUGHEY TO THE  
BENEFITED FIRE DISTRICT #2

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

Section 1. That the appointment of Rob McCaughey, Long Grove, Iowa, to the Benefited Fire District #2 for a three (3) year term expiring on March 10, 2018 is hereby approved.

Section 2. This resolution shall take effect immediately.

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

\_\_\_\_\_  
DATE

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

February 12, 2015

APPROVAL OF APPOINTMENT OF KATIE SCHROEDER TO THE  
COMMUNITY ACTION OF EASTERN IOWA

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

Section 1. That the appointment of Katie Schroeder the Community Action of Eastern Iowa for a one (1) year term expiring on December 31, 2015 is hereby approved.

Section 2. This resolution shall take effect immediately.