

**TENTATIVE AGENDA**  
**SCOTT COUNTY BOARD OF SUPERVISORS**  
**April 18 - 22, 2016**

**Tuesday, April 19, 2016**

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

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

**Presentation**

- \_\_\_ 2. Single stream update from Kathy Morris, Waste Commission of Scott County.....8:00 a.m.

**Facilities & Economic Development**

- \_\_\_ 3. Scott County Roadside Vegetation Management Plan (Item 3)....8:45 a.m.
- \_\_\_ 4. Administrative Center carpet replacement project. (Item 4)
- \_\_\_ 5. Second of three readings of an ordinance approving the repeal of the existing Chapter Six and adopting a Revised Chapter Six the Scott County Zoning Ordinance in accordance with the recommendation of the Scott County Planning and Zoning Commission. (Item 5)

**Human Resources**

- \_\_\_ 6. Staff appointments. (Item 6)
- \_\_\_ 7. Long term disability insurance recommendation. (Item 7)

**Health & Community Services**

- \_\_\_ 8. Scott County application for substance abuse funding FY2017. (Item 8)
- \_\_\_ 9. Tax suspension requests. (Item 9)

**Finance & Intergovernmental**

- \_\_\_ 10. 24-hour assignment of vehicles. (Item 10)

**Other Items of Interest**

- \_\_\_ 11. Beer/liquor license renewal for Argo General Store.

- \_\_\_ 12. On-site Authorized Agency visit with 7th Judicial District, 605 Main St, Davenport, IA 52803.... approximately 9:45 a.m.
- \_\_\_ 13. Adjourned.

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

**Thursday, April 21, 2016**

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

**Thursday, April 21, 2016**

**Special Committee of the Whole - 6:00 pm  
Board Room, 1st Floor, Administrative Center**

- \_\_\_ 1. Roll Call: Hancock, Earnhardt, Kinzer, Sunderbruch, Holst
- \_\_\_ 2. Boards and Commissions Effectiveness training by Jeff Schott, Institute of Public Affairs at the University of Iowa.
- \_\_\_ 3. Other items of interest.
- \_\_\_ 4. Adjourned.

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

**SCOTT COUNTY ENGINEER'S OFFICE**

950 E. Blackhawk Trail  
Eldridge IA 52748

(563) 326-8640  
FAX – (563) 328-4173  
E-MAIL - engineer@scottcountyia.com  
WEB SITE - www.scottcountyia.com



JON R. BURGSTRUM, P.E.  
County Engineer

ANGELA K. KERSTEN, P.E.  
Assistant County Engineer

BECKY LUENSMANN  
Administrative Assistant

MEMO

TO: Dee F. Bruemmer  
County Administrator

FROM: Jon Burgstrum  
County Engineer

SUBJ: Acceptance of Integrated Roadside Vegetation Management (IRVM) Plan

DATE: April 19, 2016

A resolution approving the Scott County Integrated Roadside Vegetation Management Plan. The Secondary Roads Department has been planting native grasses and flowers in the right of way for over a decade. We have also reduced the amount of chemicals that we spray in our ditches. Recently we have partnered with Clinton County to make use of their Roadside Manager, equipment and expertise. The State of Iowa has recently made changes that require counties to file a plan in order to be eligible for IRVM grants. Although Scott County has been following an informal plan we have never filed a formal plan with the State. A formal plan must be filed by June 1<sup>st</sup> in order to be eligible for Grants from Iowa's Living Roadway Trust Fund.

Last August, Tony Singh asked if I would be open to discussions with a group of Scott County residents about developing a plan. We have been meeting since then to draft a plan for Scott County. Our plan is modeled after plans already approved by the State. We have added language that will allow us to continue to share resources with other counties or cities. The plan will be a work in progress as we inventory our roadsides for locations of existing native plantings.

At this point there are no plans to add personnel or equipment to implement the plan. We do plan on continuing our partnership with Clinton County with personnel and equipment. We are planning on applying for a grant from Iowa's Living Roadway Trust fund to pay for a roadside inventory.

The citizens group, led by Tony Singh, has been active recruiting support from the community. Tony says that they have confirmed donations for this program from the public of nearly \$11,000 a year for three years. We are able to track these dollars with our new financial software to be certain that it is spent on IRVM. At his point there should not be any additional dollars needed for this program. I have been receiving letters of support from the community and there will be a group in attendance at the meeting.

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

April 21, 2016

APPROVAL OF THE INTEGRATED ROADSIDE VEGETATION MANAGEMENT (IRVM) PLAN.

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

Section 1. That the plan for the Integrated Roadside Vegetation Management (IRVM) for Scott County to be filed with the State of Iowa be approved.

Section 2. That this resolution shall take effect immediately.

# Facility and Support Services

600 West 4<sup>th</sup> Street  
Davenport, Iowa 52801-1003  
fss @ scottcountyiowa.com  
(563) 326-8738 Voice (563) 328-3245 Fax



April 11, 2016

To: Dee Bruemmer  
County Administrator

From: Tammy Speidel, Director  
Facility and Support Services

Subj: Approval and award of bids, Carpet Replacement Project Administrative Center

We have a carpet replacement project for the Administrative Center in the CIP budget for FY16, this is part of a multi-year replacement project that replaces two floors of carpeting per fiscal year. Based on inspection of the floors in the building, it was decided that first floor and sixth floor were the two floors that need to be replaced at this time.

We plan to replace carpeting with carpet tiles rather than rolled goods, which makes it possible to replace a small area of carpet due to excessive wear, stain or damage.

The following vendors responded to our request:

FIRM	BID
Dave's Floor Trends	E-mail declining to bid due to work load
Hollingsworth Floor Coverings	\$80,906.00
Northwest Carpet One	\$86,895.36

There will be some additional cost from our furniture installation company, as we look to have them raise and slide cubicle pods to accomplish this task, but we anticipate that this will not be a significant cost requiring board approval.

The above cost is within the budgeted amount and I recommend approving the bid and awarding the contract to Hollingsworth Floor Coverings.

I plan to be at the next Committee of the Whole meeting to answer any questions you or the Board may have.

CC: FSS Management Team

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
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\_\_\_\_\_  
DATE  
\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

April 21, 2016

A RESOLUTION APPROVING THE AWARD OF BID FOR ADMINISTRATIVE  
CENTER CARPET REPLACEMENT TO HOLLINGSWORTH FLOOR COVERINGS IN  
THE AMOUNT OF \$80,906.00.

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

- Section 1. That the bids for the Administrative Center carpet replacement are hereby approved and awarded to Hollingsworth Floor Coverings in the amount of \$80,906.00.
- Section 2. This resolution shall take effect immediately.

## Summary of Zoning for Unincorporated Scott County Ordinance revisions recommended by the Scott County Planning and Zoning Commission.

The Planning and Zoning Commission recommends the repeal of Chapter Six Zoning Ordinance for Unincorporated Scott County and the adoption of a revised Chapter Six for which the changes are summarized as follows:

Since September, 2014 the Planning Commission has been working on revisions to both the Comprehensive Plan and a total review and re-write of the Zoning Ordinance. On January 12, 2016 the Planning and Zoning Commission held a public hearing on both the proposed Comprehensive Plan amendments and Zoning Ordinance Revisions. The proposed amendments to Chapter Two of the Comprehensive Plan: *Vision, Goals and Objectives* are intended to provide the criteria and design standards for establishment of an Industrial Floating Zone. The Industrial Floating Zone criteria require that prior to an area currently zoned "Agricultural-Preservation" or "Ag-General" being rezoned to "Industrial Floating" that sufficient and complete information is provided showing compliance with those criteria and design standards.

The other revisions to the zoning ordinance include: The addition of four Definitions for Floating District, Permitted Use, Special Use and Townhouse; amended definitions of farmstead and family; and the deletion of seventeen definitions, determined to be unnecessary and the dictionary definition sufficient.

General Regulations and Provisions were moved forward in the text of the revised Ordinance, clarified the amount of area required for study of Agricultural Soils Protection, deleted section on Environmentally Sensitive Area Protection that is more appropriately addressed in the Comprehensive Plan. The provisions related to Accessory Buildings are under one heading within this section; clarified that heights of towers would be reviewed and approved with the Special Use Permit; and clarified that all fence height exceptions would be reviewed under the standards for a Special Use Permit.

Non Conformities section was moved forward in the text to address how non-conformities would apply and be determined. The ordinance continues to exempt single family dwellings as a non-conforming use that cannot be replaced, expanded or continued. However, single family dwellings that have non-conforming setbacks cannot be put back in the same location if the building is removed or damaged over ½ its value.

The revisions to the Zoning District regulations include:

- "A-P" Agricultural-Preservation District: Permitted uses were re-organized; language was added regarding ag-exemption that ag uses are permitted but also generally exempt; reference to seed and feed dealership as an accessory use were deleted since all non ag exempt businesses would be reviewed under the provisions for Home Occupation/Industry; the Special Uses were reviewed and references to fox and mink farms was deleted; temporary asphalt batch plants were added; the regulations on communication towers were expanded and clarified; and accessory dwelling units added as a Special Use permit as either an attached or second detached residence on a property.
- "A-G" Agricultural-General District: No changes in permitted uses or accessory uses; deleted Mobile Home Parks as a Special Use but still allows consideration of Travel Trailer Parks or campgrounds as a Special Use; deleted agricultural and neighborhood commercial businesses as a Special Use.
- "ACS-F" Agriculture Commercial Service Floating District: Only change in permitted uses would add other agricultural commercial service uses which are determined by the Planning and Zoning Commission to be of a similar and compatible nature to the above uses.

- "R-1" Single-Family Residential District: No changes to permitted and accessory uses and only change to Special Use was to add provision to allow consideration of townhouses.
- "R-2" Multi-Family Residential District: Deleted rooming and boarding houses as a permitted use, no changes to Accessory or Special Uses.
- "CAD-R" Community Area Development Residential District is added as a zoning district for the Single Family portion of Park View and all of Village Oaks, the two Community Area Developments and adopts "R-1" regulations in those districts.
- "CAD-PV" Community Area Development Park View Commercial District: Amended list of permitted uses to identify categories of use rather than a listing of specific uses.
- "C-2" Commercial and Light Industrial District: Added airport as a Special Use and delete airports from Heavy Manufacturing.
- "I" Industrial District: Formerly M District renamed to I District and allows industrial uses as permitted but requires detailed site planning information to be submitted as a condition of any rezoning to "I". Also "I-F" Industrial Floating District regulations are added to consideration of areas for very large scale industrial and commercial development of a more intense character and which by their nature represents a substantial and significant economic development opportunity for Scott County and the region. The regulations and the associated Comprehensive Plan amendments are intended to allow consideration of such significant economic development opportunities.
- "SW-F" Solid Waste Disposal Site Floating District was adopted in 1993 following a previous Comprehensive Plan update, only change was to add floating to the designation in the title.

Mobile Home Park and Travel Trailer Park regulations are amended to allow up to half the occupied sites be recreational vehicles and deleted Mobile Home Parks as a Special Use in A-G. Sign Regulations are amended to address electronic message signs and billboards.

Sections for which no changes are made include: floodplain regulations, off-street parking regulations, procedures for review of Site Plan Review, Community Area Development Amendments, Rezoning, Variance and Special Use Permit.

Reference to required application fees is amended to allow such to be set by resolution of the Board of Supervisors, clarifies the Zoning Administrator throughout the regulations as the individual responsible for administering the ordinance. Ordinance also defines Building Official and Planning Director.

The text of the entire ordinance is available during normal working hours at Scott County Auditors office 600 W 4<sup>th</sup> Street and Planning and Development 500 W 4<sup>th</sup> St Davenport or online at [www.scottcountyiowa.com](http://www.scottcountyiowa.com)

Prepared by Scott County Planning and Development April 4, 2016



**OFFICE OF THE COUNTY ADMINISTRATOR**

600 West Fourth Street  
Davenport, Iowa 52801-1003

Office: (563) 326-8702  
Fax: (563) 328-3285  
www.scottcountyiowa.com



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April 11, 2016

TO: Dee Bruemmer, County Administrator  
Mary Thee, Assistant County Administrator / Human Resources Director

FROM: David Farmer, CPA, Director of Budget and Administrative Services

SUBJ: Fleet Manager – Recommendation of Hiring

As you are aware, the County Board of Supervisors approved the addition of Fleet Manager as a mid-year FTE adjustment at the February 25, 2016 Board Meeting. The 1.0 Fleet Manager was hay pointed at 417 hay points. The position was posted in February / March and interviews were conducted April 4 and 5. There were 42 candidates and three interviews. Jon Burgstrum and I conducted the interviews with Barb McCollom, HR Generalist; Thomas Gibbs, Chief Deputy; and J.D. Schulte, City of Moline Fleet Manager assisting. The interview team was pleased with the candidates and recommend Barbara Branscom as the Fleet Manager.

A tentative offer has been made to Barbara. Because of Barbara's qualifications, specifically prior fleet experience, we are recommending she be hired at midpoint, which is \$65,000. This amount was anticipated in the budget amendment. We also are recommending she be provided 2 weeks of vacation, pursuant to policy L. A start date of May 2, 2016 is anticipated.

CC: Jon Burgstrum, County Engineer

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

April 21, 2016

APPROVAL OF STAFF APPOINTMENTS

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

Section 1. The hiring of Kareena Long for the position of Multi-Service Clerk in the Treasurer's Office at the entry level rate.

Section 2. The hiring of Barbara Branscom for the position of Fleet Manager for the Secondary Roads and Administrator's office at a starting salary of \$65,000/yr, along with accruing annual vacation at the rate of 80 hours annually, is hereby approved.

HUMAN RESOURCES DEPARTMENT  
600 W. 4<sup>TH</sup> Street  
Davenport, IA 52801

Office: (563) 326-8767  
Fax: (563) 328-3285  
www.scottcountyia.com



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**Date:** April 7, 2016

**To:** Dee Bruemmer, County Administrator

**From:** Mary J. Thee, Human Resources Director/Asst. County Administrator

**Subject:** LTD Insurance Recommendation

In 2009 the County joined a consortium for bidding our life and long term disability (LTD) coverage. The consortium has allowed us to receive deeper discounts on our coverages. We are going into the second year of three year agreement on our Life insurance coverage with Minnesota Life. Our LTD coverage expires September 1, 2016. Our broker, National Insurance Services has again bid our LTD coverage. They are recommending a three year agreement with Madison National Life at a minor rate decrease of .012%, but locking the rate in for three years.

**Cc:** David Farmer, Budget Manager  
Hiliary Walker, Benefits Coordinator

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
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\_\_\_\_\_  
DATE

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

## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

April 21, 2016

#### APPROVAL OF ONE YEAR AGREEMENT WITH MADISON NATIONAL LIFE FOR LONG TERM DISABILITY INSURANCE COVERAGE

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

- Section 1. That the proposal from Madison National Life for three year long term disability insurance coverage for staff is hereby accepted and approved. Section 2. That the Human Resources Director is hereby authorized to sign the long term disability insurance contracts for services on behalf of the Board. Section 3. This resolution shall take effect immediately.



SCOTT COUNTY HEALTH DEPARTMENT  
Administrative Center  
600 W. 4<sup>th</sup> Street  
Davenport, Iowa 52801-1030  
Office: (563) 326-8618 Fax: (563)326-8774  
[www.scottcountyiowa.com/health](http://www.scottcountyiowa.com/health)



April 11, 2016

To: Dee F. Bruemmer, County Administrator  
From: Edward Rivers, Health Director

RE: Scott County Application for Substance Abuse Funding FY2017

The Iowa Department of Public Health has released the request for bid for the FY2017 County Substance Abuse Prevention Services Grant. Dollars received from this grant may be used to provide substance abuse programming involving education, prevention, referral, or post-treatment services. Grants of up to \$10,000 are available and must be matched three to one by county dollars. This is a grant that the county has participated in for a number of years, subcontracting with CADS (Center for Alcohol & Drug Services, Inc.) to provide services.

Based on the proposed budget for FY2017 for services through CADS, Scott County is eligible to apply for the full amount of \$10,000. If received, this funding would be used by CADS to provide prevention services. I have enclosed the application for these grant funds for consideration and ask that this be placed on the April 19, 2016 Committee of the Whole Agenda.



Application

Application Details

[Go to Application Forms](#)

157224 - County Substance Abuse Programs FY17

160921 - Iowa Department of Public Health County Substance Abuse Programs  
Substance Abuse Prevention & Treatment

Status: Editing Submitted Date:

Applicant Information

Project Officer

AnA User Id AMY.THORESON@IOWAID  
First Name Amy Thoreson  
Title:  
Email: amy.thoreson@scottcountyiowa.com  
Address: Scott County Health Department  
600 W. 4th Street  
City: Davenport Iowa 52801  
Phone: 563-326-8618  
Program Area of Interest: Environmental Health Services  
Fax: 563-326-8774

Organization Information

Organization Name: Scott County Board of Supervisors  
Organization Type: County Government  
DUNS: 05-081-2361  
Organization Website Address:

Cover Sheet-General Information

Authorized Official

Name: Jim Hancock  
Title: Chair  
Organization: Scott County Board of Supervisors  
Address: Scott County Administrative Center  
600 W. 4th Street  
City/State/Zip: Davenport Iowa 52801  
Telephone Number: 563-326-8618  
E-Mail: health@scottcountyiowa.com

Fiscal Officer / Agent

Please enter the "Fiscal Officer" for your Organization.  
If you are an individual, please provide your First and Last Name.  
Name: Teri Arnold  
Title: Administrative Office Assistant  
Organization: Scott County Health Department  
Address: Scott County Administrative Center  
600 W. 4th Street

City/State/Zip	Davenport	Iowa	52801
	City	State	Zip
Telephone Number	563-326-8618		
E-Mail	<a href="mailto:health@scottcountyiowa.com">health@scottcountyiowa.com</a>		
County(ies) Participating, Involved, or Affected by this Proposal*	Scott County		
Congressional District(s) Involved or Affected by this Proposal*	2nd - Rep David Loebsack (D) <a href="#">Congressional Map</a>		
Iowa Senate District(s) Involved or Affected by this Proposal*	45, 46, 47, 49 <a href="#">District Map</a>		
Iowa House District(s) Involved or Affected by this Proposal*	89, 90, 92, 93, 94, 97 <a href="#">District Map</a>		

### Business Organization Form - Contact Information

*Provide the legal name of the eligible applicant. (examples include: XYZ County DBA XYZ County Board of Health, XYZ Community Action Organization, etc.) Please contact the fiscal officer of the applicant organization if you are unsure of the legal name registered with the Federal Internal Revenue Services (IRS).*

Legal Name of Eligible Applicant*	Scott County Board of Supervisors
Applicant Mailing Address:*	600 W. 4th Street
Applicant Street Address:*	600 W. 4th Street
Applicant City:*	Davenport
Applicant State:*	Iowa
Applicant Zip Code:*	52801
Applicant's Federal Tax ID Number:*	42-6004465
Applicant's Phone Number:*	563-326-8618
Applicant's Fax Number	563-326-8774

*Include the name of the Executive Director or Chief Executive Officer of the Applicant Organization. If the Applicant is a Board of Health/Board of Supervisors, include the name of the Board's authorized signatory.*

Executive Director/CEO Name*	Edward Rivers
Select Title.	
Title:*	Board Authorized Signatory

### Business Organization Form - Business Structure

*Identify the legal structure of the applicant. If the applicant is not a governmental organization, the applicant must be registered with the Iowa Secretary of State's office to do business in Iowa or agrees to register if awarded a contract.*

Legal Business Structure of Applicant.*	Government- County
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*Identify the state of incorporation or registration of the applicant.*

State of Incorporation*	Iowa
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### Business Organization Form - Organization History

*Provide a brief history of the agency.*

History*	<p>Scott County was established by an act of the territorial legislature of Wisconsin in December 1837. In 1874, the membership of the Board of Supervisors increased to its present five officials.</p> <p>In 1978, County Home Rule broadened the powers of the Board of Supervisors to lead the 160,000 people of Scott County. In 1979 an administrative form of government was adopted, and the Board of Supervisors hired a county administrator.</p>
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*Include the agency's mission statement.*

Mission Statement*	Scott County is dedicated to protecting, strengthening and enriching our community by delivering quality services and providing leadership with PRIDE.
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Include the agency's vision statement.

**Vision Statement\***

Scott County Iowa:  
Leader in Government  
PRIDE in Service  
Community of Choice

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**Business Organization Form - Table of Organization**

Attach a current table of organization.

**Table of Organization\***

[Organizational Chart.pdf](#)

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**Business Organization Form - Disclosure of Litigation**

Answer "no" or "yes" as to whether the applicant has any pending or threatened litigation, administrative or regulatory proceedings or similar matters which could affect the applicant's ability to perform required services.

Is there any litigation, administrative, or regulatory proceedings pending or threatened against your agency or subcontractor?\*

No

If "yes", list and summarize any pending or threatened litigation, administrative, or regulatory proceedings or similar matters which could affect the applicant's ability to perform required services.

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**Business Organization Form - Disclosure of Contract Default**

Has your agency or a subcontractor defaulted on a contract?	Contract or subcontract	Contact person	Telephone	Brief description of incident
No				

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**Business Organization Form - Disclosure of Terminated Contract**

Has your agency or subcontractor terminated a contract?	Identify if it was contract or subcontract	Contact person	Telephone Number of Contact Person	Email Address of Contact Person	Brief description of incident
No					

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**Business Organization Form - Disclosure of Contract Termination**

Has your agency or a subcontractor had a contract terminated?	Identify if it was a contract or subcontract	Contact Person	Telephone Number of Contact	Email Address of Contact Person	Brief Description of Incident
No					

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**Business Organization Form - Audited financial statement**

**1. Does the agency currently hold a contract with IDPH?**

Check "yes" or "no" regarding whether the applicant agency currently holds a contract with IDPH.

\* Yes

**2. Has the agency submitted audit reports (or operating statement if non-profit organization) to IDPH for the preceding three year period?**

\* Yes  
If "yes", no additional information is needed. Any applicant agency that currently holds a contract with IDPH and has previously submitted a current audit report need not submit a copy with this application. If "no", go to #3.

**3. Does the agency need to submit an audited financial statement with this application?**

\* No  
If the agency responds "no" to either #1 or #2, then yes, the agency must provide an audited financial statement for the preceding three year period with this application.



## Business Organization Form - Audited Financial Statement Attachment

Audited Financial Statement or  
Operating Statement (if non-profit) -  
Year 1

Audited Financial Statement or  
Operating Statement (if non-profit) -  
Year 2

Audited Financial Statement or  
Operating Statement (if non-profit) -  
Year 3

## Application Certification and Conditions

The information contained in the Application Forms is accurate, to the best of my knowledge.

\* Yes

The individual named as the Authorized Official in the Cover Sheet General Information Form of this application will serve as the Project Director or Contract Administration for an awarded contract and is authorized to legally obligate the organization.

\* Yes

Under no circumstances will any personnel, employee or independent contractor of the contractor, be paid by the programs applied for in this grant application or by any other programs administered by the contractor to an extent that would translate to a full-time equivalency of greater than 1.0. Furthermore, no time will be "double-charged".

\* Yes

The organization has the resources to meet the goals and objectives included in this application for the amount of funds applied for.

\* Yes

If a contract is awarded, based on my authority, the organization is committed to fulfilling the contract conditions from the Iowa Department of Public Health.

\* Yes

If a contract is awarded, it is the contractor's sole responsibility to ensure appropriate individual(s) have registered within IowaGrants.gov and are granted access to the Grant Tracking site at www.IowaGrants.gov. The contractor acknowledges that all assigned individuals will have full rights (add, modify, and delete) for all Grant Tracking components including contractual forms, reporting forms, and claims submission.

\* Yes

If a contract is awarded, I designate the following individual as the Grantee Contact with full responsibility for assignment of appropriate individuals to this grant in IowaGrants.gov

\* Amy Thoreson

I have read and understood the applicable Scope of Work for this Funding Opportunity.

\* Yes

*The BOH or BOS Authorized Signatory must complete this form and sign it by typing in their name.*

Signature\* Edward Rivers

Select your title.

Title of Signatory\* Board Authorized Signatory

*Insert the date the Board Authorized Signatory completed and signed this form. Click 'Save' at the top of the page.*

Date form completed and signed\* 04/21/2016

*Optional: This area is provided for the uploading of Transmittal Letter or other communication to IDPH as applicable to this application. IDPH reserves the right to make the determination of the applicability of the communications at its sole discretion.*

Attachment

## Key Personnel

### Key Personnel 1

Title/Position Description\* County Program Administrator

First Name\* Edward

Last Name\* Rivers

Email Address\* [health@scottcountyiowa.com](mailto:health@scottcountyiowa.com)

Role and Responsibilities\* Provide oversight of contract and subcontract activities.

**Experience and education\***

Provides oversight to 17 contracts with the Iowa Department of Public Health administered by the Scott County Health Department. Has been Director of Scott County Health Department since August of 2010, previously working for 20 years in North Carolina Environmental Health. Holds a Master of Public Health Degree.



**Credentials License #**

**Key Personnel Resume**

**Key Personnel 2**

**Title/Position Description\***

County Program Coordinator

**First Name\***

Amy

**Last Name\***

Thoreson

**Email Address\***

[health@scottcountyia.com](mailto:health@scottcountyia.com)

**Role and Responsibilities\***

Provides oversight and assistance to subcontractor regarding application development and reporting requirements.

**Experience and education\***

Provides oversight and assistance to Scott County Health Department staff regarding application development and reporting requirements associated with Department's 17 contracts with the Iowa Department of Public Health. Has been with Scott County Health Department since February of 1999 serving in multiple roles. Has been Deputy Director since March of 2008. Holds a Master of Public Health Degree.

**Credentials License #**

**Key Personnel Resume**

**Key Personnel 3**

**Title/Position Description\***

Subcontractor Contract Administrator

**First Name\***

Joseph

**Last Name\***

Cowley

**Email Address\***

[jcowley@cads-ia.com](mailto:jcowley@cads-ia.com)

**Role and Responsibilities\***

Responsible for day to day activities associated with the contract as well as contract reporting.

**Experience and education\***

Joseph Cowley (PhD) has worked at the Center for Alcohol & Drug Services, Inc. since 1995 serving in the role of Supervisor for Adolescent services from 1995 to 2000, Director of Clinical Operations from 2000 to 2008, and as administrator since 2008. In these roles, Dr. Cowley has been actively involved in grant administration and implementation. He holds a PhD in Theocentric Counseling and a Master's Degree in Pastoral Care. He is a Nationally Certified Addictions Prevention Specialist.

**Credentials License #**

**Key Personnel Resume**

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**Service Area**

*Identify the proposed service area.*

**Applicant's Proposed Service Area\***

Scott County, Iowa

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**Project Workplan Goals**

**Project Workplan Goals 1**

**Goal\***

Goal 1 To increase perception of harm related to use and misuse of alcohol. Baseline measure: 71% of all grades perceived moderate to great risk, Iowa Youth Survey 2014,C9.

**Project Workplan Goals 2**

**Goal\***

Goal 2 To reduce 30 day use of marijuana. Baseline measure: 6% of Scott County students in grades 6,8 and 11 report marijuana use in the past 30 days, Iowa Youth Survey 2014, B16.

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**Objectives**

**Objectives 1**

**Goal\***

Goal 1 To increase perception of harm related to use and misuse of alcohol. Baseline measure: 71% of all grades perceived moderate to great risk, Iowa Youth Survey 2014,C9.

**SMART Objective(s)\***

<b>Rationale/Measure for Objective*</b>	<p>By June 30, 2017, conduct presentations to a minimum of 500 people with 75% of 500 participants increasing or maintaining their perception of harm related to use and misuse of alcohol.</p> <p>37% of Iowans 18-24 years old reported binge drinking in the past 30 days (BRFSS 2014).</p> <p>14% of Scott County 11th graders reported at least 1 binge drinking episode in the past 30 days (IYS 2014, B17).</p> <p>11% of all grades used alcohol in the past 30 days with 25% of 11th graders admitting to alcohol use in the past 30 days. (IYS 2014, B16)</p>
<b>Objectives 2</b>	
<b>Goal*</b>	Goal 2 To reduce 30 day use of marijuana. Baseline measure: 6% of Scott County students in grades 6,8 and 11 report marijuana use in the past 30 days, Iowa Youth Survey 2014, B16.
<b>SMART Objective(s)*</b>	Conduct the curriculum Reconnecting Youth to high risk and indicated populations. By June 30, 2017, 75% of 50 participants surveyed on pre-post tests will have increased or maintained their perception of harm related to marijuana use.
<b>Rationale/Measure for Objective*</b>	62% of Scott County students in grades 6, 8, and 11 report great to moderate risk to self from smoking marijuana more than once per week(IYS2014,C11). 32% of Scott County students in grade 11 report they would be more popular or a lot more popular if they smoked marijuana(IYS2014,D3).



## Activities

### Activities 1

<b>SMART Objective*</b>	By June 30, 2017, conduct presentations to a minimum of 500 people with 75% of 500 participants increasing or maintaining their perception of harm related to use and misuse of alcohol.
<b>Activity planned to achieve this objective*</b>	(1.1a)Present at PTA/PTO meetings, as requested by schools, to provide information on alcohol issues.
<b>Area(s)/County(s) Served*</b>	Scott County, Iowa
<b>Responsible Staff *</b>	Subcontract Agency Program Administrator
<b>Timeline *</b>	Ongoing
<b>Completion Date*</b>	June 30, 2017

### Activities 2

<b>SMART Objective*</b>	By June 30, 2017, conduct presentations to a minimum of 500 people with 75% of 500 participants increasing or maintaining their perception of harm related to use and misuse of alcohol.
<b>Activity planned to achieve this objective*</b>	(1.1b) Through school events (school registration, parent meetings, or open house), staff will inform the public on science-based or community-based prevention programs.
<b>Area(s)/County(s) Served*</b>	Scott County, Iowa
<b>Responsible Staff *</b>	Subcontract Agency Program Administrator
<b>Timeline *</b>	Ongoing
<b>Completion Date*</b>	June 30, 2017

### Activities 3

<b>SMART Objective*</b>	By June 30, 2017, conduct presentations to a minimum of 500 people with 75% of 500 participants increasing or maintaining their perception of harm related to use and misuse of alcohol.
<b>Activity planned to achieve this objective*</b>	(1.1c) Participate in community health fairs, as requested, for local employers, agencies and businesses to provide information on alcohol issues.
<b>Area(s)/County(s) Served*</b>	Scott County, Iowa
<b>Responsible Staff *</b>	Subcontract Agency Program Administrator
<b>Timeline *</b>	Ongoing
<b>Completion Date*</b>	June 30, 2017

### Activities 4

<b>SMART Objective*</b>	By June 30, 2017, conduct presentations to a minimum of 500 people with 75% of 500 participants increasing or maintaining their perception of harm related to use and misuse of alcohol.
<b>Activity planned to achieve this objective*</b>	(1.1d) Conduct one-time presentations to community groups such as city councils, board of health, county planning councils, business associations, and service clubs about substance abuse and the potential risk and consequences.
<b>Area(s)/County(s) Served*</b>	Scott County, Iowa
<b>Responsible Staff *</b>	Subcontract Agency Program Administrator
<b>Timeline *</b>	Ongoing
<b>Completion Date*</b>	June 30, 2017

### Activities 5

**SMART Objective\*** By June 30, 2017, conduct presentations to a minimum of 500 people with 75% of 500 participants increasing or maintaining their perception of harm related to use and misuse of alcohol.

**Activity planned to achieve this objective\*** (1.1e) Through community meetings, staff will inform the public on science-based or community-based prevention programs.

<   >

**Area(s)/County(s) Served\*** Scott County, Iowa

**Responsible Staff \*** Subcontract Agency Program Administrator

**Timeline \*** Ongoing

**Completion Date\*** June 30, 2017

**Activities 6**

**SMART Objective\*** Conduct the curriculum Reconnecting Youth to high risk and indicated populations. By June 30, 2017, 75% of 50 participants surveyed on pre-post tests will have increased or maintained their perception of harm related to marijuana use.

**Activity planned to achieve this objective\*** (2.1a) Co-facilitate at least 10 skill-building sessions regarding prevention of high risk behaviors with representatives of other community agencies such as but not limited to Scott County Juvenile Court Services and Family Resources Youth Alternative Program.

**Area(s)/County(s) Served\*** Scott County, Iowa

**Responsible Staff \*** Subcontract Agency Program Administrator

**Timeline \*** Ongoing

**Completion Date\*** June 30, 2017

**Activities 7**

**SMART Objective\*** Conduct the curriculum Reconnecting Youth to high risk and indicated populations. By June 30, 2017, 75% of 50 participants surveyed on pre-post tests will have increased or maintained their perception of harm related to marijuana use.

**Activity planned to achieve this objective\*** (2.1b) Meet weekly with at-risk youth at an alternative high school, serving three of the four school districts, to conduct the evidence based curriculum, Reconnecting Youth.

**Area(s)/County(s) Served\*** Scott County, Iowa

**Responsible Staff \*** Subcontract Agency Program Administrator

**Timeline \*** Ongoing

**Completion Date\*** June 30, 2017

**Activities 8**

**SMART Objective\*** Conduct the curriculum Reconnecting Youth to high risk and indicated populations. By June 30, 2017, 75% of 50 participants surveyed on pre-post tests will have increased or maintained their perception of harm related to marijuana use.

**Activity planned to achieve this objective\*** (2.1c) Meet monthly with indicated population in Scott County Detention to facilitate Reconnecting Youth curriculum.

**Area(s)/County(s) Served\*** Scott County, Iowa

**Responsible Staff \*** Subcontract Agency Program Administrator

**Timeline \*** Ongoing

**Completion Date\*** June 30, 2017

**Activities 9**

**SMART Objective\*** Conduct the curriculum Reconnecting Youth to high risk and indicated populations. By June 30, 2017, 75% of 50 participants surveyed on pre-post tests will have increased or maintained their perception of harm related to marijuana use.

**Activity planned to achieve this objective\*** (2.1d) Conduct pre/post tests at the end of each 8 week cycle.

**Area(s)/County(s) Served\*** Scott County, Iowa

**Responsible Staff \*** Subcontract Agency Program Administrator

**Timeline \*** Ongoing

**Completion Date\*** June 30, 2017

**Subcontract Plan Component**

**Subcontract Plan Component 1**

**Are subcontracts over \$2,000 proposed?\*** Yes

**Subcontractor Identified?** Yes

**Scope of Work to be performed through a subcontract** Center for Alcohol & Drug Services, Inc. will provide substance abuse prevention services for males and females, adults and youth, on and off-site at multiple locations, during varied times and days.

**Anticipated Dollar Amount for each subcontract** \$40,000.00

**Name of subcontractor** Center for Alcohol & Drug Services, Inc.

**Subcontractor Street Address** 1523 S. Fairmount Street  
**Subcontractor Address: City, State, Zip Code** Davenport  
**Subcontractor Address-State.** Iowa  
**Subcontractor Address-Zip.** 52802  
**Subcontractor qualifications** CADS is the primary provider of substance abuse services in Scott County, Iowa, serving more than 2,200 clients each year in treatment, and more than 4,000 youth and families with a wide array of prevention and education services.  
**Service Area the Subcontractor will serve** Scott County, Iowa  
**Draft Subcontract** [FY17 CADS County Substance Abuse Subcontract Draft.pdf](#)

**Minority Impact Statement**

**Question # 1**

1. The proposed grant programs or policies could have a disproportionate or unique POSITIVE IMPACT on minority persons. \* No

If YES, describe the positive impact expected from this project

Indicate the group(s) positively impacted.

**Question # 2**

2. The proposed grant project programs or policies could have a disproportionate or unique NEGATIVE IMPACT on minority persons. \* No

If YES, describe the negative impact expected from this project.

If YES, present the rationale for the existence of the proposed program or policy.

If YES, provide evidence of consultation with representatives of the minority groups impacted.

Indicate the group(s) negatively impacted.

**Question # 3**

3. The proposed grant project programs or policies are NOT EXPECTED TO HAVE A DISPROPORTIONATE OR UNIQUE IMPACT on minority persons. \* Yes

If YES, present the rationale for determining no impact.

The evidence based curriculum, Reconnecting Youth, used for programming with at-risk youth was not found to significantly impact either positively or negatively any minority. No adverse effects, concerns, or unintended consequences were identified by Reconnecting Youth.

**Certification**

I hereby certify that the information on this form is complete and accurate, to the best of my knowledge.\* Yes

**Name of Person Submitting Certification. \*** Edward Rivers

**Title of Person Submitting Certification\*** Director/Board Authorized Signatory

**Grant Funds**

Budget Category	Grant Funds Total	Match Amount	Total
Salaries/Fringe	\$0.00	\$0.00	\$0.00
Subcontract	\$10,000.00	\$30,000.00	\$40,000.00
Equipment	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Indirect or Administrative Costs	\$0.00	\$0.00	\$0.00
<b>Totals</b>	<b>\$10,000.00</b>	<b>\$30,000.00</b>	<b>\$40,000.00</b>

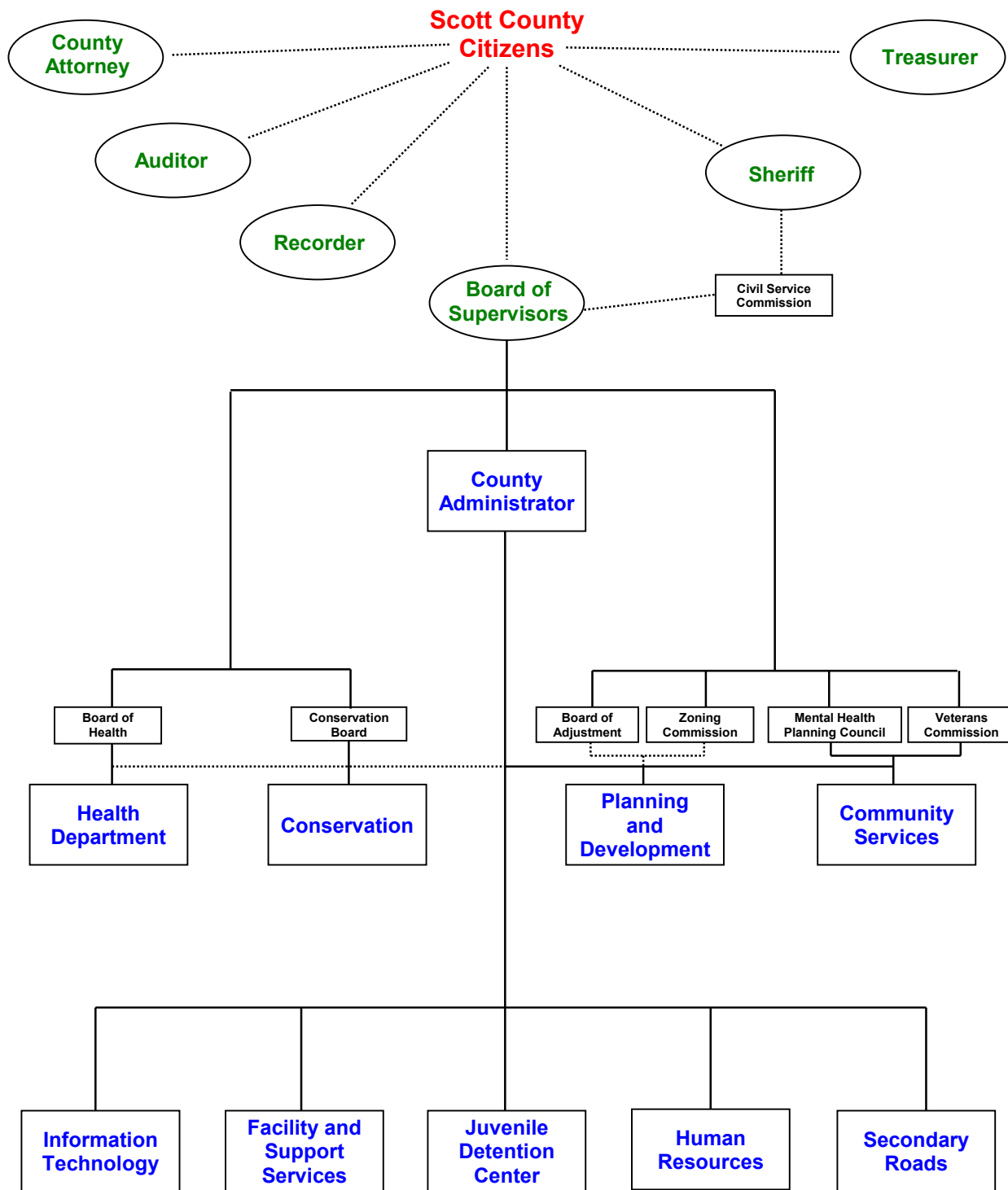
**Budget Justification**

Budget Category	Details	Grant Funds	Match
B. Subcontract	Center for Alcohol & Drug Services, Inc. SALARYFRINGE: Alexandra Rodriguez, Prevention Specialist (.165 FTE)	\$2,087.15	\$3,211.00
B. Subcontract	Center for Alcohol & Drug Services, Inc. SALARYFRINGE: Camille Cooper, Prevention Specialist (.165 FTE)	\$2,087.15	\$3,211.00
B. Subcontract	Center for Alcohol & Drug Services, Inc. SALARYFRINGE: Kennon Neal, Program Manager (.12 FTE)	\$0.00	\$5,928.00
B. Subcontract	Center for Alcohol & Drug Services, Inc. SALARYFRINGE: Anton Taylor, Prevention Specialist (.188 FTE)	\$3,738.55	\$3,973.48
B. Subcontract	Center for Alcohol & Drug Services, Inc. SALARYFRINGE: Mary DeWilde, Prevention Specialist (.125 FTE)	\$2,087.15	\$1,926.60
B. Subcontract	Center for Alcohol & Drug Services, Inc. SALARYFRINGE: Janet Rector, Director of Quality (.10 FTE)	\$0.00	\$7,558.20
B. Subcontract	Center for Alcohol & Drug Services, Inc. SALARYFRINGE: Stephanie McBride, Office Assistant (.15 FTE)	\$0.00	\$4,191.72
		<b>\$10,000.00</b>	<b>\$30,000.00</b>
		<b>\$10,000.00</b>	<b>\$30,000.00</b>

**Indirect or Administrative Costs**

Federally Approved Indirect Cost or Administrative Cost or Not Applicable (N/A)	Rate	Grant Funds	Details	Federally Approved Indirect Cost Rate Agreement
N/A	0%	\$0.00		 Add

# Scott County Government Organizational Chart



————— Direct supervision  
 ..... Advisory relationship

**BOARD OF SUPERVISORS**

Administrative Center  
600 West 4<sup>th</sup> Street  
Davenport, Iowa 52801  
Office: 563-326-8749  
Fax: 563-328-3285  
E-mail: board@scottcountyiowa.com  
[www.scottcountyiowa.com](http://www.scottcountyiowa.com)



**CONTRACT #:** 64048-38A-CADS17

**PROJECT TITLE:** County Substance Abuse Prevention Services

**PROJECT PERIOD:** July 1, 2016 through June 30, 2017

**CONTRACT AMOUNT:** \$40,000

**CONTRACT PERIOD:** July 1, 2016 through June 30, 2017

**FUNDING SOURCE:**

COUNTY: \$30,000.00  
STATE: \$10,000.00

**CONTRACT ADMINISTRATOR INFORMATION:**

NAME/TITLE: Joseph P. Cowley, President/CEO  
PHONE: 563-332-8974  
FAX: 563-336-8826  
E-MAIL: [jcowley@cad-s-ia.com](mailto:jcowley@cad-s-ia.com)

**CONTRACTOR:** Center for Alcohol & Drug Services, Inc.  
1523 S. Fairmount  
Davenport, IA 52802

The Contractor agrees to perform the work and to provide the services described in the Special Conditions for the consideration stated herein and all other contract provisions for the County Substance Abuse Prevention funding. The duties, rights and obligations of the parties to this contract shall be governed by the Contract Documents, which include the Special Conditions, Iowa Department of Public Health General Conditions, Iowa Department of Public Health Request for Bid and Scott County’s Application.

The Contractor has reviewed and agrees to the General Conditions effective May 1, 2014 as posted on the Iowa Department of Public Health’s Web site under *Funding Opportunities*: [www.idph.state.ia.us](http://www.idph.state.ia.us) or as available by contacting Teri Arnold at (563) 326-8618 ext. 8809. The contractor specifies no changes have been made to the Special Conditions or Iowa Department of Public Health General Conditions.

The parties hereto have executed this contract on the day and year last specified below.

**For and on behalf of the County:**

**For and on behalf of the Contractor:**

By: \_\_\_\_\_  
Jim Hancock, Chair  
Scott County Board of Supervisors

By: \_\_\_\_\_  
Joseph P. Cowley, President/CEO  
Center for Alcohol & Drug Services, Inc.

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

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



## Special Conditions for Contract # 64048-38A-CADS17

### Article I- Identification of Parties:

This contract is entered into by and between the Scott County Board of Supervisors hereinafter referred to as the COUNTY and the Center for Alcohol & Drug Services, Inc. hereinafter referred to as the CONTRACTOR. The CONTRACTOR is a licensed and accredited substance abuse agency located in Scott, County, Iowa. The Iowa Department of Public Health is referred to as the STATE.

### Article II - Designation of Authorized County Official:

Jim Hancock, Chairman of the Scott County Board of Supervisors, is the Authorized County Official for this contract. Any changes in the terms, conditions, or amounts specified in this contract must be approved by the Authorized County Official. Negotiations concerning this contract should be referred to Edward Rivers at (563) 326-8618.

### Article III - Designation of Contract Administrator:

Joseph P. Cowley has been designated by the CONTRACTOR to act as the Contract Administrator. This individual is responsible for financial and administrative matters of this contract. Negotiations concerning this contract should be referred to Joseph P. Cowley at (563) 332-8974.

### Article IV-Key Personnel for Project Implementation

The following individual(s) shall be considered key personnel for purposes of fulfilling work and services of this contract:

#### County Personnel

Name	Title	E-mail address
Jim Hancock	Chairman	<a href="mailto:board@scottcountyiowa.com">board@scottcountyiowa.com</a>
Edward Rivers	Health Director	<a href="mailto:health@scottcountyiowa.com">health@scottcountyiowa.com</a>
Amy Thoreson	Deputy Health Director	<a href="mailto:amy.thoreson@scottcountyiowa.com">amy.thoreson@scottcountyiowa.com</a>
Teri Arnold	Administrative Office Assistant/Fiscal Officer	<a href="mailto:teri.arnold@scottcountyiowa.com">teri.arnold@scottcountyiowa.com</a>

#### Contractor Personnel

Name	Title	E-mail address
Joseph P. Cowley	President/CEO	<a href="mailto:jcowley@cads-ia.com">jcowley@cads-ia.com</a>
Janet Rector	Director of Quality Services	<a href="mailto:jrector@cads-ia.com">jrector@cads-ia.com</a>
Kurt Streicher	Vice-President/CFO	<a href="mailto:kstreicher@cads-ia.com">kstreicher@cads-ia.com</a>

The Contractor shall notify the COUNTY within ten (10) days of any change of Contract Administrator or Key Personnel.

### Article V - Statement of Contract Purpose:

To provide substance abuse prevention services in Scott County not currently being funded by any other state or federal funds.

**Article VI - Description of Work and Services:**

In compliance with the COUNTY and STATE approved work/action plan for FY2017 (Attachment 1), the CONTRACTOR shall provide substance abuse prevention and related services that are not currently funded by any other state or federal funds and that will include only:

- Substance Abuse Education Services;
- Substance Abuse Prevention Services;
- Substance Abuse Referral Services; and/or
- Substance Abuse Post-treatment Services.

**NOTE:** These funds may not be used for out-of-state travel, out-of-state speakers, promotional items, t-shirts, banners, incentives, subscriptions, dues or certification costs. No meals for project participants other than light refreshments such as non-alcoholic beverages, vegetables, crackers/chips, etc.

**Article VII – Performance Measure**

- 1.) 3% of the contractual amount shall be withheld from payment if the CONTRACTOR does not meet its submitted FY2017 work/action plan goals as submitted and approved.

AND

- 2.) 3% of the contractual amount shall be withheld from payment if the CONTRACTOR does not submit FY2017 Year End Report and final reimbursement by July 21, 2017.

A total of 6% of the contractual total will be withheld and deducted from the final payment. NOTE: the CONTRACTOR may be required to refund monies in order to comply with the performance measure.

**Article VIII - Reports:**

The CONTRACTOR shall prepare and submit the following reports to the COUNTY on forms provided by the COUNTY:

<b>Report</b>	<b>Date Due</b>
Semi-Annual Progress Report	January 20, 2017
Quarterly Expenditure Workbook	July-September 2016 expenses due November 1, 2016
	October-December 2016 expenses due January 31, 2017
	January-March 2017 expenses due May 2, 2017
	April-June 2017 (Final) expenses due July 21, 2017
Year End Report	July 21, 2017

\* All reports should be signed by key personnel using non-black ink.

Reports shall be sent to:

Scott County Health Department  
600 West 4<sup>th</sup> Street

**Article IX - Budget:**

Category	STATE Budget	COUNTY Budget
Salary/Benefits	\$10,000.00	\$30,000.00

The CONTRACTOR shall receive written approval from the COUNTY prior to spending the final three (3) percent of total funds awarded.

**Article X - Payments:**

1. The COUNTY provides contractual payments on the basis of reimbursement of actual expenses in accordance with Iowa Code 8A.514.
2. The COUNTY will not reimburse travel amounts in excess of limits established by Iowa Department of Administrative Services.
  - a. Instate maximum allowable amounts for food are \$8.00/breakfast, \$12.00/lunch and \$23.00/dinner; lodging maximum \$83 plus taxes per night and mileage maximum of \$0.39 per mile.
  - b. These funds may not be used for out-of-state travel.
3. It is mutually understood and agreed upon that the CONTRACTOR will ensure:
  - a. Invoices are submitted to the COUNTY for expenses incurred during each quarter only, as per contract language;
  - b. Expenses are submitted to the COUNTY for review/approval **each quarter** (also applies if \$0 expended); and
  - c. Quarterly expenses forwarded to the COUNTY reflect only actual expense incurred and shall be reported in approved budget line items as shown in **Article IX**.
4. Final payment may be withheld until all contractually required reports have been received and accepted by the COUNTY. At the end of the contract period, unobligated STATE contract amount funds shall revert to the STATE and unobligated COUNTY amount funds shall revert to the COUNTY.

**Article XI – Additional Conditions**

1. As a condition of the contract, the CONTRACTOR shall assure linkage with the local board of health. The CONTRACTOR will assure that the local board of health has been actively engaged in planning for, and evaluation of, services. It will also maintain effective linkages with the local board of health, including timely and effective communications and ongoing collaboration.
2. Federal and State funds made available under this contract shall be used to supplement and increase the level of state, local and other non-federal funds that would in the absence of such Federal and State funds be made available for the programs and activities for which funds are provided and will in no event take the place of state, local and other non-federal funds.

3. The disbursement of funds under this contract is contingent upon the continued availability of COUNTY and STATE funds.
4. Any use of the STATE'S name, logo, or other identifier must have prior written approval from the STATE.
5. All Description of Work or Services revisions must be approved by the COUNTY prior to implementation. Requests for Description of Work or Services revisions must be received by the COUNTY on or before March 17, 2017.
6. CONTRACTOR shall allow COUNTY, STATE, and any of their duly authorized representatives to have access, for the purpose of audit and examination, to any documents, papers, and records of the CONTRACTOR pertinent to this contract.
7. The parties to this agreement shall attempt to mediate disputes which arise under this agreement by engaging in mediation with a mutually-agreed upon mediator. Each party shall bear 50% of the costs of such mediation. In the event the parties are unable to reach agreement, the parties shall submit their dispute to binding arbitration by a board of arbitration as provided for in Iowa Code section 679A.19.
8. Scott County shall be named as an additional insured under the comprehensive liability policy maintained by CADS and providing minimum coverage of \$1 million. A copy of the certificate of insurance shall be on file in the Office of the County Administrator.
9. CADS shall hold harmless from and indemnify Scott County against all claims, suits, actions, costs, attorney fees, expenses, damages, judgments, or decrees, incurred by any reason of any person or persons or property being damaged or injured by CADS or any agent or employee of CADS.
10. CADS shall comply with all applicable laws and regulations pertaining to its operation, and shall not discriminate in providing services on the basis of race, color, creed, national origin, sex, handicapping conditions or religious affiliation.
11. None of the funds provided through this Contract shall be used for any partisan political activity nor shall they be used to further the election of any candidate for political office.

## Description of Work and Services

**Target Population:** Youth, adults, and families who reside in Scott County, Iowa

### Description of Work or Services (Specific Action Plan including Goals):

The proposed services associated with this application will be provided through a subcontract with the Center for Alcohol & Drug Services, Inc. (CADS). CADS provides substance abuse prevention services for males and females, adults and youth, on and off-site at multiple locations, during varied times and days within Scott County.

**Goal 1: To increase perception of harm related to use and misuse of alcohol. Baseline measure: 71% of all grades perceived moderate to great risk, Iowa Youth Survey 2014, C9.**

Objective 1	Activities
By June 30, 2017, conduct presentations to a minimum of 500 people with 75% of 500 participants increasing or maintaining their perception of harm related to use and misuse of alcohol.	<ul style="list-style-type: none"> <li>a. Present at PTA/PTO meetings, as requested by schools, to provide information on alcohol issues.</li> <li>b. Through school events (school registration, parent meetings, or open house), staff will inform the public on science-based or community-based prevention programs.</li> <li>c. Participate in community health fairs as requested for local employers, agencies and businesses to provide information on alcohol issues.</li> <li>d. Conduct one-time presentations to community groups such as city councils, board of health, county planning councils, business associations, and service clubs about substance abuse and the potential risk and consequences.</li> <li>e. Through community meetings, staff will inform the public on science-based or community-based prevention programs.</li> </ul>

**Goal 2: To reduce 30 day use of marijuana. Baseline measure 6% of Scott County students in grades 6,8 and 11 report marijuana use in the past 30 days, Iowa Youth Survey 2014, B16.**

Objective 2	Activities
Conduct the curriculum Reconnecting Youth to high risk and indicated populations. By June 30, 2017, 75% of 50 participants surveyed on pre-post tests will have increased or maintained their perception of harm related to marijuana use.	<ul style="list-style-type: none"> <li>a. Co-facilitate at least 10 skill-building sessions regarding prevention of high risk behaviors with representatives of other community agencies such as but not limited to Scott County Juvenile Court Services and Family Resources Youth Alternative Program.</li> <li>b. Meet weekly with at-risk youth at an Alternative High School, serving three of the four school districts, to conduct the evidence based curriculum, Reconnecting Youth.</li> <li>c. Meet monthly with indicated population in Scott County Detention to facilitate Reconnecting Youth curriculum.</li> <li>d. Conduct pre/post tests at the end of each 8 week cycle.</li> </ul>

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

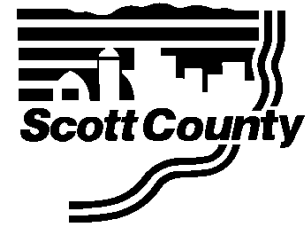
April 21, 2016

APPROVAL OF COUNTY APPLICATION FOR SUBSTANCE ABUSE FUNDING

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

- Section 1. That the County Application for Substance Abuse Funding for State Reimbursement for the period of July 1, 2016 – June 30, 2017, is hereby approved. The application is to be submitted to the Iowa Department of Public Health requesting \$10,000 in state funds to match local substance abuse prevention funding.
- Section 2. That the Director of the Health Department is designated as the Board of Supervisors' Board Authorized Signatory within the IowaGrants.gov electronic grant management system and is authorized to sign the application and contract award.
- Section 3. That, if accepted, the Board approves receipt of such funding.
- Section 4. This resolution shall take effect immediately.

**Community Services Department**  
600 W. 4<sup>th</sup> St.  
Davenport, Iowa 52801



Item 09  
04-19-16

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

---

April 11, 2016

To:      Dee F. Bruemmer  
  
From:    Lori A. Elam  
  
Re:      Approval of Tax Suspension Request

The County has received a tax suspension request to have the property taxes currently owed suspended as follows:

**REQUESTED TAX SUSPENSION:**

Daniel Aromando  
1955 Tanglefoot Lane  
Bettendorf, IA 52722

Suspend: The second half of the 2014 property taxes, due in March 2016 in the amount of \$1085.00 including interest.

The application meets the Board Suspension Policy requirements. It is recommended that the Board suspend these taxes at their next Board meeting.

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**

**April 21, 2016**

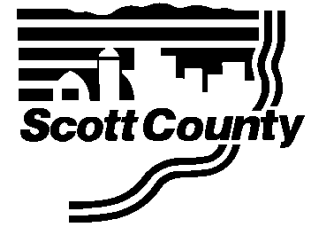
**SUSPENDING THE SECOND HALF OF THE 2014 PROPERTY TAXES DUE IN MARCH 2016 FOR DANIEL AROMANDO, 1955 TANGLEFOOT LANE, BETTENDORF, IOWA IN THE AMOUNT OF \$1085.00 INCLUDING INTEREST.**

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

- Section 1. The second half of the 2014 property taxes due in March 2016 for Daniel Aromando, 1955 Tanglefoot Lane, Bettendorf, Iowa in the amount of \$1085.00 including interest are hereby suspended.
- Section 2. The County Treasurer is hereby requested to suspend the collection of the above stated taxes thereby establishing a lien on said property as required by law with future collection to include statutory interest, if any.
- Section 3. This resolution shall take effect immediately.



**Community Services Department**  
600 W. 4<sup>th</sup> St.  
Davenport, Iowa 52801



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

---

April 11, 2016

To:      Dee F. Bruemmer  
From:    Lori A. Elam  
Re:      Approval of Tax Suspension Request

The County has received a tax suspension request to have property taxes currently owed suspended as follows:

**REQUESTED SPECIAL ASSESSMENT SUSPENSION:**

Cyrus Sarvestaney  
2114 Gaines Street  
Davenport, IA 52804

Suspend: 2016 special assessments in the amount of \$79.60 and \$75.64 including interest.

The application meets the Board Suspension Policy requirements. It is recommended that the Board suspend these special assessments at their next Board meeting.

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

---

SCOTT COUNTY AUDITOR

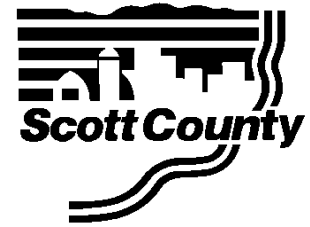
**RESOLUTION**  
**SCOTT COUNTY BOARD OF SUPERVISORS**  
**April 21, 2016**

**SUSPENDING 2016 SPECIAL ASSESSMENTS, RECEIPT NUMBERS 065987 AND 060378 FOR  
CYRUS SARVESTANEY, 2114 GAINES STREET, DAVENPORT, IOWA, IN THE AMOUNT OF \$76.60  
AND \$75.64 INCLUDING INTEREST.**

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

- Section 1. The 2016 special assessments, receipt numbers 065987 and 060378 accrued for Cyrus Sarvestaney, 2114 Gaines Street, Davenport, Iowa, in the amount of \$79.60 and \$75.64 including interest are hereby suspended.
- Section 2. The County Treasurer is hereby directed to suspend the collection of the above stated special assessments thereby establishing a lien on said property as required by law with future collection to include statutory interest, if any.
- Section 3. This resolution shall take effect immediately.

**Community Services Department**  
600 W. 4<sup>th</sup> St.  
Davenport, Iowa 52801



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

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April 11, 2016

To:      Dee F. Bruemmer

From:    Lori A. Elam

Re:      Approval of Tax Suspension Request

The County has received a tax suspension request to have the property taxes currently owed suspended as follows:

**REQUESTED TAX SUSPENSION:**

Howard Swain  
3502 May Lane  
Davenport, IA 52802

Suspend: The second half of the 2014 property taxes, due in March 2016 in the amount of \$567.00 including interest.

The application meets the Board Suspension Policy requirements. It is recommended that the Board suspend these taxes at their next Board meeting.

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

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SCOTT COUNTY AUDITOR

**RESOLUTION**  
**SCOTT COUNTY BOARD OF SUPERVISORS**

**April 21, 2016**

**SUSPENDING THE SECOND HALF OF THE 2014 PROPERTY TAXES DUE IN MARCH 2016 FOR  
HOWARD SWAIN, 3502 MAY LANE, DAVENPORT, IOWA IN THE AMOUNT OF \$567.00 INCLUDING  
INTEREST.**

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

- Section 1. The second half of the 2014 property taxes due in March 2016 for Howard Swain, 3502 May Lane, Davenport, Iowa in the amount of \$567.00 including interest are hereby suspended.
- Section 2. The County Treasurer is hereby requested to suspend the collection of the above stated taxes thereby establishing a lien on said property as required by law with future collection to include statutory interest, if any.
- Section 3. This resolution shall take effect immediately.

**OFFICE OF THE COUNTY ADMINISTRATOR**

600 West Fourth Street  
Davenport, Iowa 52801-1003

Office: (563) 326-8702  
Fax: (563) 328-3285  
www.scottcountyia.com



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DATE April 12, 2016

TO: Board of Supervisors

FROM: Dee F. Bruemmer, County Administrator

RE: Discussion of Department submittals for 24 hour vehicle assignment

The Board approved Administrative Policy 42 which requires Department Directors and Elected Officials to submit the list of job positions and vehicles that meet the 24 hour assignment criteria for Board review and approval. The initial list will be approved by the Board and in the following years only changes will need Board approval. The initial list is attached for your review.

Four departments submitted a list of positions and vehicles. Conservation's list has two individuals, Planning and Development has one individual, and Secondary Roads has one individual. The Sheriff submitted every individual who currently has a car assignment for the 24 hour status. The matrix for the Sheriff lists every individual as being on call and having emergency equipment needed to perform their job in the vehicle.

In conversation with the departments we discussed the need at times to assign a vehicle temporarily in a 24 hour assignment due to the nature of the project or work. At times, due to the location of the work, it may be more efficient to have a vehicle assigned. Those temporary assignments will be at the discretion of the department head with notification to the County Administrator.

After discussion of the list the Board should pass a final list by motion. The Policy is attached for your reference.

## 24 Hour Assignment of Vehicles

<b>Department</b>	<b>Position</b>	<b>Vehicle Number</b>	<b>Current Employee</b>
Conservation	Deputy Director	5089	Marc Miller
Conservation	Wapsi Center Director/Naturalist	1193	Dave Murcia
Planning & Development	Building Inspector	1604	Robert Buck
Secondary Roads	Superintendent	38	Dean Glunz

**SHERIFF'S OFFICE TAKE HOME CARS**

<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>ASSIG</u>	<u>BUMPER #</u>	<u>NAME</u>	<u>POSITION</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>13</u>	<u>14</u>
2008	FORD	EXP	82-01	08-13	Conard	Sheriff	X		X							X				X
2011	FORD	EXP	82-02	11-08	Gibbs	Chief Deputy	X		X							X		X		X
2006	FORD	C VIC	82J01	07-01	Brundies	Jail Captain	X									X				X
2009	FORD	C VIC	82-05	09-06	L Kunde	Captain	X		X							X				X
2014	FORD	EXP	82-06	14-07	Rauch	Lieutenant	X											X		X
2012	FORD	EXP	82-07	13-05	Cribb	Lieutenant	X		X											X
2007	DODGE	CHARGER	82-08	08-04	Schmidt	Lieutenant	X	X							X	X	X			X
2007	FORD	C VIC	82-9	07-13	Lane	Lieutenant	X													X
2007	FORD	C VIC	82-10	07-11	Dinneweth	Sergeant	X			O						X				X
2009	FORD	ESCAPE	82-11	09-09	Caffery	Sergeant	X												X	X
2012	FORD	EXP	82-12	13-03	Jackson	Sergeant	X				X									X
2009	FORD	ESCAPE	82-14	09-08	Erwin	Sergeant	X	X				X						X		X
2008	FORD	C VIC	82-15	08-07	McDonough	Sergeant	X					X								X
2008	FORD	F250	82-16	09-02	Swanson	Sergeant	X							X						X
2012	FORD	EXP	82-17	13-04	Lage	Sergeant	X													X
2012	FORD	EXP	82-18	13-07	Koehler	Deputy	X		X											X
2012	FORD	EXP	82-20	13-06	McCollow	Deputy	X		X											X
2009	FORD	CVIC	82-21	10-04	West	Deputy	X			X								X		X
2011	FORD	CVIC	82-22	12-04	Burton	Deputy	X		X											X
2008	FORD	C VIC	82-23	08-05	Messmore	Deputy	X													X
2011	FORD	CVIC	82-24	12-01	Comer	Deputy	X		X	X										X
2014	FORD	EXP	82-25	14-08	Weipert	Deputy	X		X			X			X	X				X
2009	FORD	CVIC	82-26	10-03	Shippee	Deputy	X					X								X
2011	FORD	CVIC	82-27	12-02	Jones	Deputy	X		X											X
2011	FORD	ESCAPE	82-28	11-03	Furlong	Deputy	X					X							X	X
2008	FORD	CVIC	82-29	08-10	Skaala	Deputy	X													X
2014	FORD	EXP	82-30	14-06	Carter	Deputy	X													X
2010	FORD	CVIC	82-31	10-08	Bulman	Deputy	X					X								X
2009	FORD	C VIC	82-32	09-07	Wilson	Deputy	X		X											X
2012	FORD	EXP	82-33	13-02	Lieferman	Deputy	X													X
2011	FORD	CVIC	82-34	12-03	Grafton	Deputy	X		X											X
2015	DODGE	TRUCK	82-35	15-03	Staszewski	Deputy	X	X			X	X								X
2013	FORD	EDGE	82-37	13-08	Ells	Deputy	X	X	O			X								X
2008	FORD	FUSION	82-39	08-12	Wall	Deputy	X	X				X								X
2013	FORD	TAURUS	82-40	13-11	Leonard	Deputy	X		X			X								X
2015	FORD	TAURUS	82-41	15-12	R Kunde	Deputy	X	X				X								X
2008	FORD	C VIC	82-42	82-06	Aldridge	Deputy	X													X
2014	FORD	EXP	82-43	14-09	Wilkison	Deputy	X		O	X						X				X
2011	FORD	CVIC	82-46	12-05	Strom	Deputy	X				X	X		O						X
2010	FORD	CVIC	82-47	10-07	Fah	Deputy	X		X			X			X					X
2014	FORD	EXP	82-48	15-01	Bawden	Deputy	X					X			X					X

**KEY**

- 1 24 Hour Emergency/On-Call
- 2 Rotating Assignments On-Call//Investigator
- 3 Emergency Services Team
- 4 Accident Investigator
- 5 Arson Investigator
- 6 Evidence Investigator
- 7 Canine - Currently assigned to MEG (Metropolitan Enforcement Group)
- 8 Bomb Squad
- 9 Negotiator
- 10 After Hours Community Meetings
- 11 Reserve Liasion
- 12 Firearms Instructor
- 13 SOU - Special Operations Unit
- 14 Contains Emergency or Other Equipment to Perform Job

- X Primary
- O Secondary

## 42. 24 Hour Assignment of County Vehicles

### POLICY

It is the policy of Scott County to ensure county owned vehicles are used exclusively for carrying out County functions and services. The availability of County vehicles for personal use, particularly for commuting to and from work, is not an employee benefit. As such, beyond the exceptions for the County's benefit noted below, this policy regarding the use of County vehicles is intended to supplement all previous policies regarding the use of vehicles and supersede provisions of any previous policies where any conflicts are found to arise.

### SCOPE

This policy is applicable to all users of County vehicles.

### ADMINISTRATIVE PROCEDURES

#### A. USE OF COUNTY VEHICLES

The assignment of County vehicles for twenty-four (24) hour is not allowed. Unless deemed emergency use or exceptional circumstance, as described below, this restriction includes commuting to and from one's residence (or any other location that does not involve County business) for any purpose.

Employees who require a vehicle for anticipated emergencies (i.e. weather forecasts) or are assigned a vehicle to take home for the effective discharge of their job functions may be assigned a 24 hour vehicle. The employee must live within Scott County. Criteria, which will be used in the determination of eligibility for 24-hour vehicle for commuting to one's residence, will include the following:

- officially designated on-call status;
- requirement for availability due to frequent emergency or preventive services;
- emergency or other equipment to perform job contained in the vehicle;



When commuting, vehicle use is limited to travel to and from the residence and place of work. The vehicle should be driven over the most direct route taking into account road and traffic conditions. The vehicle should not be utilized for travel outside a direct commuting route for personal reasons.

B. AUTHORIZATION FOR 24 HOUR USE

Each calendar year, Department Directors and Elected Officials will submit the list of the job position, vehicle number, and the current employee who meet the criteria for 24 hour assignment of a County vehicle to the County Administrator. Each assignment will be reviewed for eligibility and the initial list will be approved by the Board of Supervisors. New assignments outside of the initial list will be reviewed by the County Administrator and if deemed a change in previous assignment will be brought to the Board for approval.