

TENTATIVE AGENDA
SCOTT COUNTY BOARD OF SUPERVISORS
June 26 - 30, 2017

Tuesday, June 27, 2017

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

- ___ 1. Roll Call: Kinzer, Holst, Beck, Earnhardt, Knobbe

Presentation

- ___ 2. Presentation of PRIDE recognition for years of service.....9:00 a.m. (Item 2)
- ___ 3. Recognizing the retirements of Danny Carzoli and Brian Rauch from the Sheriff's Office. (Item 3)
- ___ 4. Leadership Summit Graduate recognition. (Item 4)
- ___ 5. Presentation of Certificate of Achievement for Excellence in Financial Reporting by GFOA for Scott County's FY16 Comprehensive Annual Financial Report (CAFR) and Popular Annual Financial Report (PAFR). (Item 5)
- ___ 6. Presentation of PRIDE Recognition for Employee of the Quarter.

Facilities & Economic Development

- ___ 7. Annual road rock and ice control sand quotes. (Item 7)
- ___ 8. Discussion of the creation of a Lower Cedar Watershed Management Authority. (Item 8)
- ___ 9. Discussion of support of RAGBRAI route coming through Scott County in 2018. (Item 9)
- ___ 10. Discussion of the City of Eldridge's proposed amendment to its Urban Renewal Plan. (Item 10)
- ___ 11. Presentation of Planning and Zoning Commission recommendation on the Preliminary Plat of Valley View Farms, a proposed 31 lot residential subdivision in SW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 30 of Butler Township. (Item 11)
- ___ 12. Presentation of Planning and Zoning Commission recommendation on the application of Wapsi Willy's, LLC. to rezone 3.93 acres, more or less, from Neighborhood Commercial (C-1) to Commercial-Light Industrial (C-2) in part of the SE $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 6 Butler Township. Public Hearing June 29, 2017. (Item 12)
- ___ 13. Scott County Jail 10 year compressor overhaul. (Item 13)

___ 14. Maintenance Services for Chillers and HVAC Equipment. (Item 14)

___ 15. Building Automation for Scott County HVAC Systems. (Item 15)

Human Resources

___ 16. Approval of County Administrator pay increase. (Item 16)

___ 17. Changes to Policy BB "WorkPlace Violence" to comply with state law. (Item 17)

Health & Community Services

___ 18. Memorandum of Understanding between the Eastern Iowa MH/DS Region and Scott County regarding the CEO position. (Item 18)

Finance & Intergovernmental

___ 19. Increase of Sheriff's Office fees for sheriff sales and set outs. (Item 19)

___ 20. Telephone Upgrade Project. (Item 20)

___ 21. VMware Software Maintenance and Support Subscription. (Item 21)

___ 22. Appropriations and authorized positions for FY18. (Item 22)

___ 23. FY17 year-end fund transfers. (Item 23)

Other Items of Interest

___ 24. 2017-2022-2032 Scott County Strategic Plan. (Item 24)

___ 25. Cigarette/tobacco permit for Expresslane Gas & Food Mart and Kwik Shop #589.

___ 26. Adjourned.

Moved by _____ Seconded by _____

Ayes

Nays

Thursday, June 29, 2017

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

Public Hearing

Public hearing relative to application of Wapsi Willy's, LLC. to rezone 3.93 acres, more or less, from Neighborhood Commercial (C-1) to Commercial-Light Industrial (C-2) in Section 6 Butler Township.

Friday, June 30, 2017

Glynns Creek 25th Anniversary Ceremony - 10:30 am
Glynns Creek Clubhouse, Scott County Park
19251 290th St. Long Grove, IA 52756

HUMAN RESOURCES DEPARTMENT

600 W. 4th Street
Davenport, Iowa 52801-1030

Ph: (563) 326-8767 Fax: (563) 328-3285
www.scottcountyiowa.com
Email: hr@scottcountyiowa.com



June 12, 2017

TO: Mary Thee
Assistant County Administrator

FROM: Barb McCollom
Human Resources Generalist

RE: YEARS OF SERVICE RECOGNITION CEREMONY

The following is a list of individuals who will be recognized for years of service on **Tuesday, June 27, 2017 at 9:00 a.m.** through the recognition program.

Employee	Department	Date of hire	Years of Service
David Farmer	Administration	05/14/12	Five
Tiffany Cooper	FSS	05/07/07	Ten
Lisa Mullen	Secondary Roads	05/14/07	Ten
Mary Thee	Human Resources	06/18/07	Ten
Jon Ronnebeck	Sheriff	05/13/02	Fifteen
William Wailand	Sheriff	04/28/97	Twenty
Rick Hamilton	Secondary Roads	05/19/97	Twenty
Tom Beck	Secondary Roads	04/27/92	Twenty-five
Wade Hamann	Conservation	04/27/92	Twenty-five
Barry Alger	Conservation	06/29/92	Twenty-five

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June 12, 2017

TO: Mary Thee
 Assistant County Administrator

FROM: Barb McCollom
 Human Resources Generalist

RE: RETIREMENT RECOGNITION

The following employee(s) will be recognized for their upcoming retirement from Scott County on **Tuesday, June 27, 2017.**

Employee	Department	Date of hire	Retirement Date
Danny Carzoli	Sheriff	07/11/05	04/18/17
Brian Rauch	Sheriff	02/06/84	05/18/17

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

June 29, 2017

RECOGNIZING DANNY CARZOLI'S RETIREMENT
FROM THE SHERIFF'S OFFICE

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

Section 1. That said Board of Supervisors does hereby recognize the retirement of Danny Carzoli and conveys its appreciation for 11 years of faithful service to Scott County.

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

June 29, 2017

RECOGNIZING BRIAN RAUCH'S RETIREMENT
FROM THE SHERIFF'S OFFICE

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

Section 1. That said Board of Supervisors does hereby recognize the retirement of Brian Rauch and conveys its appreciation for 33 years of faithful service to Scott County.

Section 2. This resolution shall take effect immediately.

HUMAN RESOURCES DEPARTMENT
600 W. 4TH Street
Davenport, IA 52801

Office: (563) 326-8767
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www.scottcountyiowa.com



Date: June 20, 2017

To: Board of Supervisors

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

Subject: Leadership Summit Graduates

As you may recall we initiated a Leadership Summit in 2008 to address our long term succession planning. The goal was to build upon the skill set of our current employees as our future leaders. On March 31, 2009, June 23, 2009 and September 28, 2010, June 19, 2012, June 18, 2013, June 17, 2014, June 17, 2015 we recognized the first seven groups who began their commitment to the program. On June 27 at 9:00am we will recognize the following individuals who have attended all 3 sessions of the Leadership Summit plus attended 6 hours of County sponsored leadership classes:

Greg Burnett	Community Services
Joe Caffery	Sheriff's Office
Nick Claussen	FSS
Tim Dougherty	Health
JB Graham	Conservation
Justin Hay	Sheriff's Office
Ryan Lage	Sheriff's Office
Bill Lomba	Sheriff's Office
Hiliary McKay	Human Resources
Pat Moore	Secondary Roads
Barbary Pardie	Secondary Roads
Mary Prieto	Sheriff's Office
Anisha Robinson	JDC
Alan Sabat	Planning
Emily Santiago	Conservation
Stuart Scott	Health
Carolyn Smith	IT
Amber Sullivan	Conservation
Christopher Varnes	Health
Tara Youngers	Secondary Roads

In order to qualify for the graduation, attendees needed to participate in all 3 sessions and complete the additional training. Prior to their trainings they

participated in a 360° Evaluation where 10 of their co-workers/subordinates/ customers/supervisors anonymously evaluated them. They then went through a 2 day training where their knowledge was challenged with their performance. The group then attended a day long workshops on “Communicating Effectively” and “Coaching and Counseling”.

The completion of the training really only begins their leadership journey. Additional County Leadership training sessions for supervisors are designed to address issue identified in the “Knowledge for Leaders” testing process done with previous classes.

Cc: Mahesh Sharma, County Administrator

OFFICE OF THE COUNTY ADMINISTRATOR

600 West Fourth Street
Davenport, Iowa 52801-1003

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June 9, 2017

To: Board of Supervisors
Bill Fennelly, County Treasurer
Roxanna Moritz, County Auditor
Mahesh Sharma, County Administrator

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

RE: Presentation of Certificate of Achievement for Excellence in Financial Reporting by GFOA for Scott County's FY16 Comprehensive Annual Financial Report (CAFR)

Please find attached a copy of a draft news release scheduled to be distributed following the presentation of GFOA's Certificate of Achievement award for Excellence in Financial Reporting at the Board's next Committee of the Whole session on Tuesday, June 27, 2017. The presentation is scheduled for 9:00 a.m.

Please contact me if you would like any changes.

We look forward to your presence in making this special award presentation.

Attachment

Cc: Craig Hufford, Financial Management Supervisor
Wes Rostenbach, Accounting and Tax Manager

NEWS RELEASE

June 27, 2017

DRAFT

DRAFT

**SCOTT COUNTY, IOWA IS GIVEN
HIGHEST AWARD IN FINANCIAL REPORTING**

Carol Earnhardt, Chair of the Scott County Board of Supervisors, Roxanna Moritz, County Auditor, and Bill Fennelly, County Treasurer, jointly announced today that Scott County has been awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the United States and Canada (GFOA) for Scott County's FY16 Comprehensive Annual Financial Report (CAFR) **for the thirtieth (30th) year in a row**. The Certificate of Achievement is the highest form of recognition for excellence in state and local government financial reporting. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

As of June 9, 2017 Scott County is one of only seven Iowa counties to hold the Certificate of Achievement. Only 47 of the 1,553 governmental units in the State of Iowa currently hold this honor.

The CAFR report has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive 'spirit of full disclosure' to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The Board of Supervisors has designated the continued achievement of this certification as a priority. The Board, County Treasurer, and County Auditor expressed their appreciation to David Farmer, CPA, Director of Budget and Administrative Services in Administration; Craig Hufford, Financial Management Supervisor in the Treasurer's Office; Wes Rostenbach, Accounting and Tax Manager in the Auditor's Office; County Administrators, Dee F. Bruemmer and Mahesh Sharma; and the County's auditing firm of Baker Tilly, LLP for their work and professional guidance in helping the County to obtain this financial reporting honor.

The GFOA is a nonprofit professional association serving approximately 19,000 government finance professionals. The association produces a variety of technical publications in various fields of governmental finance, and represents the public finance community in Chicago, IL and Washington D.C.

For more information on this press release, please contact:

David Farmer, CPA,
Director of Budget and Administrative Services
Scott County Administrative Center
600 West 4th Street
Davenport, IA 52801
563-326-8651

Todd Buikema,
Acting Director, Technical Services Center
Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, IL 60601-1210
312-977-9700

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June 9, 2017

To: Board of Supervisors
Mahesh Sharma, County Administrator

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

RE: Presentation of Certificate of Achievement for Popular Annual Financial Reporting by
GFOA for Scott County's FY16 Comprehensive Annual Financial Report (CAFR)

Please find attached a copy of a draft news release scheduled to be distributed following the presentation of GFOA's Certificate of Achievement award for Excellence in Financial Reporting at the Board's next Committee of the Whole session on Tuesday, June 27, 2017. The presentation is scheduled for 9:00 a.m.

Please contact me if you would like any changes.

We look forward to your presence in making this special award presentation.

Attachment

DRAFT

DRAFT

SCOTT COUNTY, IOWA IS GIVEN HIGHEST AWARD IN POPULAR ANNUAL FINANCIAL REPORTING

Carol Earnhardt, Chair of the Scott County Board of Supervisors, announced today that Scott County has been awarded the Certificate of Achievement for Popular Annual Financial Reporting by the Government Finance Officers Association of the United States and Canada (GFOA) for Scott County's FY16 Popular Annual Financial Report (PAFR) **for the first time**. The Certificate of Achievement is the highest form of recognition for excellence in state and local government financial reporting. In order to be awarded a Certificate of Achievement, a government is evaluated on information presented, reader appeal, understandability, distribution, and other elements including the government's type and size and the creativity and usefulness of the report. The County must also publish a Comprehensive Annual Financial Report (CAFR) and receive a Certificate in Achievement in that program as well.

As of June 9, 2017 Scott County is one of only three Iowa counties to hold the Certificate of Achievement. Only 5 of the 1,553 governmental units in the State of Iowa currently hold this honor.

The PAFR report has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive 'spirit of full disclosure' to clearly communicate its financial story and motivate potential users and user groups to read the PAFR.

The Board of Supervisors has designated the continued achievement of this certification as a priority. The Board expressed their appreciation to David Farmer, CPA, Director of Budget and Administrative Services in Administration; Renee Luze-Johnson, Administrative Assistant; Chris Berge, ERP / ECM Analyst, County Administrators, Dee F. Bruemmer and Mahesh Sharma; and all of the County departments for their work and professional guidance in helping the County to obtain this financial reporting honor.

The GFOA is a nonprofit professional association serving approximately 19,000 government finance professionals. The association produces a variety of technical publications in various fields of governmental finance, and represents the public finance community in Chicago, IL and Washington D.C.

For more information on this press release, please contact:

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SCOTT COUNTY ENGINEER'S OFFICE

950 E. Blackhawk Trail
Eldridge, IA 52748

(563) 326-8640
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E-MAIL - engineer@scottcountyiowa.com
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Item #7
6/27/17

JON R. BURGSTRUM, P.E.
County Engineer

TARA YOUNGERS
Administrative Assistant

MEMO

TO: Mahesh Sharma
County Administrator

FROM: Jon Burgstrum
County Engineer

SUBJ: Rock Quotes

DATE: June 30, 2017

Approval of acceptance of annual road rock and ice control sand quotes as shown in the resolution for July 1, 2017-June 30, 2018

There are four areas in the Secondary Road budget that allows for funding for rock usage. Here are the budget numbers for:

	<u>FY 17/18</u>	<u>FY 16/17</u>
1. Granular (Resurfacing of roads)	\$ 775,000.00	\$ 775,000.00
2. Macadam projects	\$ 300,000.00	\$ 5,000.00
3. Shoulder Maintenance	\$ 200,000.00	\$ 150,000.00
4. Stabilized Granular	\$ 110,000.00	\$ 110,000.00

SCOTT COUNTY ENGINEER'S OFFICE

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 Eldridge, IA 52748

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



JON R. BURGSTRUM, P.E.
 County Engineer

TARA YOUNGERS
 Administrative Assistant

The comparisons to the quotes from FY17/18 are as follows:

		<u>FY-17/18</u>	<u>FY-16/17</u>	<u>% Change</u>
Riverstone Group Inc:	ITEM #1 ROCK (LeC/McC)	\$ 8.00	\$ 7.65	+4.6%
	ITEM #1a ROCK (New Lib)	\$ 7.50	\$ 7.15	+4.9%
	ITEM #2 SAND	\$ 8.50	\$ 8.35	+1.8%
	ITEM #2a Sand Del. (Semi)	\$13.00	\$12.85	+1.2%
	ITEM #2a Sand Del. (Tandem)	\$13.85	\$13.70	+1.1%
	ITEM #3 Macadam (LeC/McC)	\$ 8.30	\$ 8.00	+3.8%
	ITEM #3a Macadam (New Lib)	\$ 7.80	\$ 7.50	+4.0%
	ITEM #4 Class "A" Rock	\$ 8.25	\$ 8.10	+1.9%
Linwood Mining:	ITEM #1 ROCK	\$ 9.50	\$ 9.50	+0.0%
	ITEM #2 SAND	\$10.00	\$ 9.50	+5.3%
	ITEM #2a Sand Delivered	NO QUOTE		
	ITEM #3 Macadam	\$11.00	\$11.00	+0.0%
	ITEM #4 Class "A" Rock	\$ 9.75	\$ 9.75	+0.0%
Wendling Quarries:	ITEM #1 ROCK	\$ 9.00	\$ 8.75	+2.9%
	ITEM #2 SAND	\$ 9.00	\$ 8.75	+2.9%
	ITEM #2a Sand Delivered	NO QUOTE		
	ITEM #3 Macadam	\$ 7.70	\$ 7.70	0%
	ITEM #4 Class "A" Rock	\$ 9.00	\$ 8.75	+2.9%

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

June 30, 2017

ACCEPT QUOTES FOR ROAD ROCK AND ICE CONTROL SAND FROM THE FOLLOWING SUPPLIERS AT THE FOLLOWING PRICES JULY 1, 2017 THROUGH JUNE 30, 2018.

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

Section 1. That the quotes for road rock and ice control sand be accepted

from the following:

RiverStone Group, Inc:	ITEM #1 Rock	\$8.00 LeC/McC
	ITEM #1A Rock (New Lib)	\$7.50 New Lib
	ITEM #2 Sand	\$8.50
	ITEM #2a Sand Delivered	\$13.00 Semi
	ITEM #2a Sand Delivered	\$13.85 Tandem
	ITEM #3 Macadam	\$8.30 LeC/McC
	ITEM #3a Macadam	\$7.80 New Lib
	ITEM #4 Class "A" Rock	\$8.25
Linwood Mining:	ITEM #1 Rock	\$9.50
	ITEM #2 Sand	\$10.00
	ITEM #2a Sand Delivered	No Quote
	ITEM #3 Macadam	\$11.00
	ITEM #4 Class "A" Rock	\$9.75
Wendling Quarries:	ITEM #1 Rock	\$9.00
	ITEM #2 Sand	\$9.00
	ITEM #2a Sand Delivered	No Quote
	ITEM #3 Macadam	\$7.70
	ITEM #4 Class "A" Rock	\$9.00

Section 2. That the amounts purchased will be based on the lowest hauled in-place cost based on county needs.

Section 3. That this resolution shall take effect immediately.

PLANNING & DEVELOPMENT

600 West Fourth Street
Davenport, Iowa 52801-1106
E-mail: planning@scottcountyiowa.com
Office: (563) 326-8643 Fax: (563) 326-8257



Item #8
6/27/17

Timothy Huey
Director

To: Mahesh Sharma, County Administrator

From: Timothy Huey, Planning Director

Date: June 20, 2017

Re: Request for Scott County to join in the formation of a Lower Cedar Watershed Management Authority

The Muscatine County Soil and Water Conservation District is facilitating the creation of a Lower Cedar River Watershed Management Authority under legislation passed in 2010. A small portion of that watershed lies within western Scott County in the area surrounding and including the City of Walcott. The Muscatine County Soil and Water Conservation District, in cooperation with the other seven County Conservation Districts, have requested all seven counties in which this watershed lies and the 25 municipalities to partner and participate in this Watershed Management Authority (WMA).

The WMA is formed by a Chapter 28E Agreement by two or more eligible political subdivisions within the watershed. A board of directors governs the WMA, which may undertake the following activities:

- Assess and reduce flood risk;
- Assess and improve water quality;
- Monitor federal flood risk planning and activities;
- Educate residents of the watershed regarding flood risks and water quality; and
- Allocate moneys made available to the Authority for purposes of water quality and flood mitigation.

Participation in this WMA does not obligate any of these jurisdictions to any funding. A WMA does not have taxing authority and it may not acquire property through eminent domain. Information on the creation of proposed WMA is included with Board materials. Staff would recommend approval of a resolution supporting Scott County's participation in this WMA.



MUSCATINE COUNTY SOIL & WATER CONSERVATION DISTRICT

3500 Oakview Drive Ste. A, Muscatine, IA 52761
563-263-7944 x3 fax 855-246-1552

Robert Axtell Robert Beatty Jared Deahr Scott Eichelberger Travis Glynn

To: Cities, Counties, and Soil & Water Conservation Districts in the Lower Cedar Watershed

From: Muscatine County Soil & Water Conservation District and other watershed partners

Date: May 5, 2017

Subject: Public Notice – Lower Cedar Watershed Management Authority to Form

BACKGROUND: In 2010, Iowa lawmakers passed legislation authorizing the creation of Watershed Management Authorities (Iowa Administrative Code Chapter 466B Subchapter II). A Watershed Management Authority (WMA) is a mechanism for cities, counties, Soil and Water Conservation Districts (SWCDs) and stakeholders to cooperatively engage in planning and management at the watershed scale. A WMA is being proposed for the Lower Cedar Watershed including parts of Cedar, Johnson, Jones, Linn, Louisa, Muscatine, and Scott Counties.

The WMA is formed by a Chapter 28E Agreement by two or more eligible political subdivisions within the watershed. A board of directors governs the WMA, which may undertake the following activities:

- Assess and reduce flood risk;
- Assess and improve water quality;
- Monitor federal flood risk planning and activities;
- Educate residents of the watershed regarding flood risks and water quality; and
- Allocate moneys made available to the Authority for purposes of water quality and flood mitigation.

A WMA does not have taxing authority and it may not acquire property through eminent domain.

There are several benefits to forming a WMA. First and foremost, the WMA provides a means for communication and cooperation to support on-the-ground water quality and flood damage reduction in both urban and rural areas. Partnering through a WMA allows cities and counties to pool resources and provides leverage for additional funding through state or federal sources. In addition, WMAs work directly through local watershed partners to identify priorities and collectively develop an action plan for addressing watershed concerns.

PUBLIC NOTICE OF WMA FORMATION: Cities, Counties, and SWCDs in the Lower Cedar Watershed have started the process of forming a WMA. Please post this notice in a public location and share widely with staff, elected officials, and other interested stakeholders. All eligible political subdivisions within the Lower Cedar Watershed are invited to adopt the Chapter 28E Agreement. Attached is a full list of invited cities, counties, and SWCDs as well as the complete Chapter 28E Agreement. The eligible political subdivisions will meet in the coming months to consider adoption of the Chapter 28E Agreement. An organizational subcommittee of watershed stakeholders is available to attend these meetings or answer questions. Please contact Josh Spies at jspies@tnc.org or 319-726-3041 for more information.

Lower Cedar WMA – Eligible Political Subdivisions

Counties & SWCDs	Cities
Cedar	Alburnett
Johnson	Atalissa
Jones	Bennett
Linn	Bertram
Louisa	Cedar Rapids
Muscatine	Conesville
Scott	Durant
	Fredonia
	Hiawatha
	Lisbon
	Lone Tree
	Marion
	Martelle
	Mechanicsville
	Mount Vernon
	Nichols
	Robins
	Springville
	Stanwood
	Stockton
	Tipton
	Walcott
	West Branch
	West Liberty
	Wilton

**Lower Cedar Watershed Management Authority
Articles of Agreement**

THIS AGREEMENT is entered into pursuant to Iowa Code chapter 28E by and between the eligible political subdivisions that adopt these Articles of Agreement (hereinafter the "Agreement"). Eligible political subdivisions include the cities of Alburnett, Atalissa, Bennett, Bertram, Cedar Rapids, Conesville, Durant, Fredonia, Hiawatha, Lisbon, Lone Tree, Marion, Martelle, Mechanicsville, Mount Vernon, Nichols, Robins, Springville, Stanwood, Stockton, Tipton, Walcott, West Branch, West Liberty, and Wilton; the counties of Cedar, Johnson, Jones, Linn, Louisa, Muscatine, and Scott; and the Soil & Water Conservation Districts from the counties of Cedar, Johnson, Jones, Linn, Louisa, Muscatine, and Scott (hereinafter the "Members").

WHEREAS, Iowa Code section 466B.22 authorizes two (2) or more political subdivisions, defined as including cities, counties, and soil and water conservation districts, all of which must be located within the same United States Geological Survey Hydrologic Unit Code 8 Watershed, to enter into agreement under Iowa Code Chapter 28E to establish a watershed management authority to enable cooperation in supporting watershed planning and improvements for the mutual advantage of the political subdivisions involved; and

WHEREAS, pursuant to Iowa Code Section 466B.23, a watershed management authority may perform all the following duties:

1. Assess the flood risks in the watershed.
2. Assess the water quality in the watershed.
3. Assess options for reducing flood risk and improving water quality in the watershed.
4. Monitor federal flood risk planning and activities.
5. Educate residents of the watershed area regarding water quality and flood risks.
6. Allocate moneys made available to the authority for purposes of water quality and flood mitigation.
7. Make and contract agreements that execute all instruments necessary or incidental to the performance of the duties of the Authority. A watershed management authority shall not acquire property by eminent domain; and

WHEREAS, the Members deem establishment of the Lower Cedar Watershed Management Authority (hereinafter the "Authority"), encompassing all the Lower Cedar Watershed (hereinafter the "Watershed"), Hydrologic Unit Code 8 ID #07080206, to be of mutual advantage; and

WHEREAS, it is mutually desired to enter this Agreement pursuant to Iowa Code Chapter 28E for the purpose of establishing the Authority to carry out planning and improvements in the Watershed; and NOW, THEREFORE, it is agreed by and between the Members as follows:

SECTION 1. IDENTITY OF THE MEMBERS.

1.1 The counties of Cedar, Johnson, Jones, Linn, Louisa, Muscatine, and Scott are each a political subdivision of the State of Iowa, organized and operating pursuant to Iowa Code Chapter 331. Their respective addresses are:

Cedar County, 400 Cedar Street, Tipton, IA 52772

Johnson County, 913 South Dubuque Street, Iowa City, IA 52240

Jones County, 500 W. Main St., Anamosa, IA 52205

Linn County, 930 1st St. SW, Cedar Rapids, IA 52404

Louisa County, 117 South Main Street, Wapello, IA 52653

Muscatine County, 414 E. Third St. Suite 101, Muscatine, IA 52761

Scott County, 600 W. 4th St., Davenport, IA 52801

1.2 The cities of Alburnett, Atalissa, Bennett, Bertram, Cedar Rapids, Conesville, Durant, Fredonia, Hiawatha, Lisbon, Lone Tree, Marion, Martelle, Mechanicsville, Mount Vernon, Nichols, Robins, Springville, Stanwood, Stockton, Tipton, Walcott, West Branch, West Liberty, and Wilton are each a municipality of the State of Iowa, organized and operating pursuant to Iowa Code chapter 364. Their respective addresses are:

City of Alburnett, 102 E 1st Street, Alburnett, IA 52202

City of Atalissa, 122 3rd St., Atalissa, IA 52720

City of Bennett, 201 Main Street, Bennett, IA 52721

City of Bertram, 50 Angle Street, Bertram, IA 52403

City of Cedar Rapids, 101 First Street SE, Cedar Rapids, IA 52401

City of Conesville, 102 3rd St., Conesville, IA 52739

City of Durant, 402 6th Street, Durant, IA 52747

City of Fredonia, PO Box 169, Columbus Junction, IA 52768

City of Hiawatha, 101 Emmons Street, Hiawatha, IA 52233

City of Lisbon, 115 N Washington, Lisbon, IA 52253

City of Lone Tree, PO Box 337, Lone Tree, IA 52755

City of Marion, 1225 6th Avenue Suite 170, Marion, IA 52302

City of Martelle, 210 Iowa Street, Martelle, IA 52305

City of Mechanicsville, 100 E First St., Mechanicsville, IA 52306

City of Mount Vernon, 213 First St. NW, Mount Vernon, IA 52314

City of Nichols, 429 Ijem Ave., Nichols, IA 52766

City of Robins, 265 South Second Street, Robins, IA 52328

City of Springville, PO Box 347, Springville, IA 52336

City of Stanwood, 209 E. Broadway, Stanwood, IA 52337

City of Stockton, 318 Commerce St., Stockton, IA 52769

City of Tipton, 407 Lynn St., Tipton, IA 52772

City of Walcott, 128 W. Lincoln St., Walcott, IA 52773

City of West Branch, 110 N Poplar St., West Branch, IA 52358

City of West Liberty, 409 N Calhoun St., West Liberty, IA 52776

City of Wilton, 104 East 4th Street, Wilton, IA 52778

- 1.3 The Soil and Water Conservation Districts of Cedar, Johnson, Jones, Linn, Louisa, Muscatine, and Scott counties are each a governmental subdivision of the State of Iowa as defined in Iowa Code Section 161A3(6) and a soil and water conservation district established pursuant to Iowa Code Section 161A5(1). Their respective addresses are:

Cedar County SWCD, 205 W South Ste. 2, Tipton, IA 52772

Johnson County SWCD, 51 Escort Lane, Iowa City, IA 52240

Jones County SWCD, 300 Chamber Drive, Anamosa, IA 52205

Linn County SWCD, 891 62nd Street, Marion, IA 52302

Louisa County SWCD, 260 Mulberry Street, Wapello, IA 52653

Muscatine County SWCD, 3500 Oakview Dr. Ste. A, Muscatine, IA 52761

Scott County SWCD, 8370 Hillandale Road, Davenport, IA 52806

SECTION 2. PURPOSE.

2.1 The purpose of this Agreement is to provide for the manner in which the Members shall cooperate with one another to successfully plan for and implement improvements within the Watershed, including but not limited to the following activities authorized pursuant to Iowa Code section 466B.22:

1. Assess the flood risks in the watershed.
2. Assess the water quality in the watershed.
3. Assess options for reducing flood risk and improving water quality in the watershed.
4. Monitor federal flood risk planning and activities.
5. Educate residents of the watershed area regarding water quality and flood risks.
6. Seek and allocate moneys made available to the authority for purposes of water quality and flood mitigation.
7. Make and contract agreements that execute all instruments necessary or incidental to the performance of the duties of the Authority. A watershed management authority shall not acquire property by eminent domain.

SECTION 3. CREATION OF THE AUTHORITY.

3.1 Upon the effective date stated in this Agreement there is hereby created a public agency to be known as the "LOWER CEDAR WATERSHED MANAGEMENT AUTHORITY" (the "Authority"). The Authority shall be a political subdivision of the State of Iowa and a legal entity separate and distinct from the corporate existence of any participating Members to this Agreement, and shall be subject to the control and supervision of the Members to this Agreement or their officers and directors, only to the extent provided for herein.

3.2 A joint board of the participating Members known as the Lower Cedar Watershed Management Authority Board (hereinafter the "Board") shall be responsible for fulfilling the purpose of the Authority. The Board shall be comprised of one appointee from each Member participating in this Agreement. The Board shall adopt bylaws governing the administration, development, operation and management of the Authority.

SECTION 4. DURATION. This Agreement shall be in effect perpetually until terminated pursuant to Section 10.

SECTION 5. POWERS AND DUTIES.

5.1 The Members shall retain all powers and duties conferred by law and shall assist each other in the exercise of such powers and the performance of such duties as are provided for in this Agreement. Each Member shall be jointly responsible for focusing attention on:

- a. Assessing the flood risks in the watershed.
- b. Assessing the water quality in the watershed.
- c. Assessing options for reducing flood risk and improving water quality in the watershed.
- d. Monitoring federal flood risk planning and activities.
- e. Educating residents of the watershed area regarding water quality and flood risks.
- f. Allocating moneys made available to the authority for purposes of water quality and flood mitigation.
- g. Making and contracting agreements that execute all instruments necessary or incidental to the performance of the duties of the authority. A watershed management authority shall not acquire property by eminent domain.

5.2 A Member may, but will not be required to, accept a specific responsibility to assist in achieving the goals of the Authority. Acceptance of such responsibilities shall only be by official action of the governing body of the Member. These responsibilities include but are not limited to:

- a. identifying opportunities for funding and in-kind support for the undertaking of watershed planning and improvements within the Watershed;
- b. serving as fiscal agent for the Authority when funds are received from any source;
- c. identifying opportunities for infrastructure development and planning capable of assessing and mitigating flood risks in the Watershed;
- d. identifying the most effective best management practices for improvements of water quantity and water quality improvements in the Watershed;
- e. participating in any educational/outreach programs regarding water quality and flood risks;
- f. identifying opportunities for infrastructure development and planning capable of assessing and improving water quality in the Watershed;
- g. providing support for the administration of any projects, including technical, financial and clerical, as agreed to by the Members;
- h. securing such financing, including grants, loans and the issuance of bonds or loan agreements, as determined to be necessary or desirable to achieve the objectives of the agreement;
- i. coordinating with local wastewater utilities;
- j. designing and bidding of projects;

- k. administering contracts; and
- l. observing construction.

SECTION 6. MANNER OF FINANCING. The Board may solicit, accept and receive donations, endowments, gifts, grants, reimbursements and other such funds as necessary to support work pursuant to this Agreement.

6.1 No action to contribute funds by the Board is binding on the Member that he or she represents without official approval by the governing body of that Member. No Member may be required to contribute funds to the Authority, except to fulfill any obligation previously made by official action by the governing body of the Member.

6.2 All funds received for use by the Authority shall be held as a special fund by the fiscal agent designated by the Board. When funds are provided as a grant or loan directed to a Member for a project administered by that Member, the funds shall be retained and administered by that Member.

SECTION 7. ENTIRE AGREEMENT.

7.1 This Agreement contains the entire agreement of and integrates all the terms and conditions contained in and incidental to such Agreement. No modifications or waiver of any provision in this Agreement shall be valid unless in writing and signed by all the parties. If, for any reason, any provisions of this Agreement shall be inoperative, the validity and effect of the other provisions shall not be affected thereby.

7.2 If any provision of this Agreement is found to be invalid by any court, administrative agency or tribunal or competent jurisdiction, the invalidity of any such provision shall not affect the validity of the remaining provisions hereof.

SECTION 8. GOVERNING LAW. This Agreement shall be governed by and interpreted under the laws of the State of Iowa and shall meet all the necessary legal requirements and publications as outlined in Iowa Code Chapter 28E and other applicable Iowa laws.

SECTION 9. AMENDMENTS.

9.1 This Agreement may be amended at any time by approval from the governing bodies of all Members. All amendments shall be in writing, executed by the authorized representative of each governing body of the Members, and filed in an electronic format with the Iowa Secretary of State as required by Iowa Code Section 28E.8.

9.2 Eligible political subdivisions that are not participating may later join the Authority by filing written notice with the Board and adopting this Agreement by resolution. The request to become a Member will be considered approved when the new Member has submitted the adopted resolution with the executed signature page and the updated Agreement has been filed in an electronic format with the Iowa Secretary of State as required by Iowa Code Section 28E.8.

SECTION 10. TERMINATION. This Agreement shall terminate upon the majority vote of the Board or agreement of the governing bodies of all Members. Upon termination, all property and money then owned by the Authority shall be distributed according to the Member's contribution levels among the Members after payment of all debts. Any funds donated under a stipulation limiting their use shall be disbursed consistent with the donor's direction.

SECTION 11. EFFECTIVE DATE AND EXECUTION OF DOCUMENTS. This Agreement shall take effect upon execution by the Members as required by law and filing in an electronic format with the Iowa Secretary of State as required by Iowa Code Section 28E.8. The Members agree to timely execute any documents necessary to carry out the terms of this Agreement. The Members further agree that this document may be executed outside the presence of the other Members and in separate counterparts.

SECTION 12. WITHDRAWAL FROM MEMBERSHIP. Any Member may withdraw from the Authority by the action of its governing body, unless the Authority then has unpaid debts or legal obligations, in which case the consent of the governing bodies of the remaining Members to the withdrawal is required. Such withdrawal will forfeit any right to a distribution in conjunction with a subsequent termination of this Agreement.

SECTION 13. WATERSHED BOUNDARY. The geographical area to which this agreement applies shall be known as the Lower Cedar Watershed. The Lower Cedar is a United States Geological Survey Hydrologic Unit Code (HUC 8 ID #07080206) Watershed. The boundary of the Watershed is graphically displayed in Attachment 1, which is hereby incorporated into this Agreement.

SECTION 14. INDEMNIFICATION. The Authority shall indemnify, defend, keep, save, and hold harmless the Members and their officers and employees from and against any and all losses, claims, damages, liability, costs, expenses, or deficiencies (including without limitation reasonable attorneys' fees and other costs and expenses reasonably incident to proceedings or investigations or the defense or settlement of any claim or claims) arising out of the Authority's activities, including without limitation challenges to the organization, creation or status of the Authority, whether based on tort, antitrust, non-competition, wage and hour violations, or any other claim of illegality, and whether based upon state, federal, local, or common law.

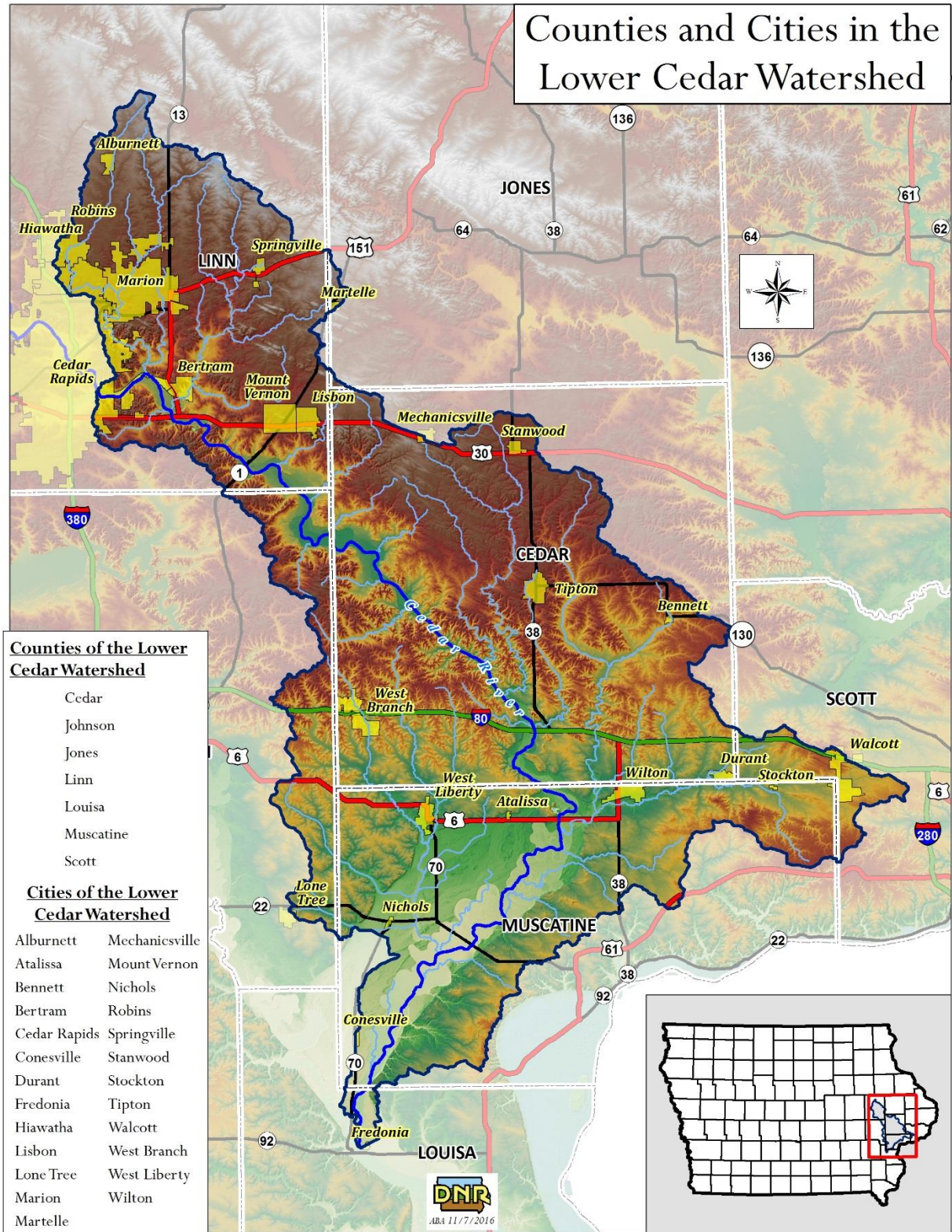
SECTION 15. AUTHORIZATION AND SIGNATURE PAGES.

15.1 Each Member to this Agreement shall supply to the Authority a copy of the resolution by which it adopted the Agreement. An example resolution template is shown in Attachment 3.

15.2 The Members agree that this Agreement has attached to it signature pages which shall be assembled and filed together with the Agreement and shall together constitute one and the same instrument. A completed copy of the Agreement with all executed signature pages shall be sent to each Member.

15.3 Each signature page will be specific to each potential member and will contain only their signature lines. Example signature lines are shown in Attachment 2.

Attachment 1
Boundary of the Lower Cedar Watershed



Attachment 2
Examples of Signature Lines

Dated this _____ day of _____, 2017

_____ County, Iowa

BY: _____
Chair, Board of Supervisors

ATTEST: _____
County Auditor

Dated this _____ day of _____, 2017

City of _____, Iowa

BY: _____
Mayor

ATTEST: _____
City Clerk

Dated this _____ day of _____, 2017

_____ County Soil & Water Conservation District

BY: _____
Chair, District Commissioners

ATTEST: _____
Commissioner

Attachment 3
Example Resolution

RESOLUTION _____

RESOLUTION APPROVING THE ARTICLES OF AGREEMENT
CREATING THE LOWER CEDAR WATERSHED MANAGEMENT AUTHORITY

WHEREAS, In 2010, Iowa lawmakers passed legislation authorizing the creation of Watershed Management Authorities.

WHEREAS, A Watershed Management Authority (WMA) is a mechanism for cities, counties, Soil and Water Conservation Districts (SWCDs) and stakeholders to cooperatively engage in watershed planning and management.

WHEREAS, the **City/County/SWCD** desires to enter into an Agreement that would establish a Watershed Management Authority within the Lower Cedar Watershed (Hydrologic Unit Code #07080206) to enable cooperation in watershed planning and improvements pursuant to Iowa Code Chapter 466B.23; and

WHEREAS, Chapter 28E of the Code of Iowa provides the authority for public agencies to enter into agreements for their mutual advantage; and

WHEREAS, this Agreement is made and entered into by the eligible political subdivisions within the Lower Cedar Watershed that adopt these Articles of Agreement; and

NOW BE IT RESOLVED BY THE **CITY COUNCIL/ BOARD OF SUPERVISORS/ BOARD OF COMMISSIONERS, IOWA** that the **City Manager / City Clerk / Auditor / Chair / Other Signatory** are hereby authorized to sign and execute the Articles of Agreement for the Lower Cedar Watershed Management Authority, a copy of which is attached hereto and incorporated herein by this reference; and

BE IT FURTHER RESOLVED BY THE **CITY COUNCIL / BOARD OF SUPERVISORS / SOIL & WATER COMMISSIONERS OF THE CITY / COUNTY OF Blank**, IOWA that said Agreement is hereby approved as to form and content and is found to be in the best interest of the **City of / County / SWCD of Blank**, Iowa and the eligible political subdivisions that adopt these Articles of Agreement; and

BE IT FURTHER RESOLVED BY THE **CITY COUNCIL / BOARD OF SUPERVISORS / SOIL & WATER COMMISSIONERS OF BLANK** that the **Auditor/City Clerk/Secretary** is hereby authorized to file a copy of this Resolution and Agreement with the Secretary of State, as required by Chapter 28E, Iowa Code.

It was moved by _____ and seconded by _____ that the Resolution be adopted.

PASSED and APPROVED this _____ day of _____, 2017.

TITLE

ATTEST: _____
TITLE

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
June 29, 2017

**APPROVAL OF THE ARTICLES OF AGREEMENT CREATING THE LOWER
CEDAR WATERSHED MANAGEMENT AUTHORITY AND SCOTT COUNTY'S
PARTICIPATION IN THAT AUTHORITY UNDER IOWA CODE 28E**

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

- Section 1. Scott County proposes to enter into an Agreement that would establish a Watershed Management Authority within the Lower Cedar Watershed (Hydrologic Unit Code #07080206) to enable cooperation in watershed planning and improvements pursuant to Iowa Code Chapter 466B.23; and
- Section 2. Chapter 28E of the Code of Iowa provides the authority for public agencies to enter into agreements for their mutual advantage; and
- Section 3. In 2010, Iowa lawmakers passed legislation authorizing the creation of Watershed Management Authorities.
- Section 4. A Watershed Management Authority (WMA) is a mechanism for cities, counties, Soil and Water Conservation Districts (SWCDs) and stakeholders to cooperatively engage in watershed planning and management.
- Section 5. This Agreement is made and entered into by the eligible political subdivisions within the Lower Cedar Watershed that adopt these Articles of Agreement; and
- Section 6. The Scott County Board of Supervisors approves the Articles of Agreement for the Lower Cedar Watershed Management Authority, a copy of which is attached hereto and incorporated herein by this reference; and
- Section 7. The Chairman of the Scott County Board of Supervisors is hereby authorized to sign this agreement and file a copy of this Resolution and Agreement with the Secretary of State, as required by Chapter 28E, Iowa Code.
- Section 8. This resolution shall take effect immediately.

PLANNING & DEVELOPMENT

600 West Fourth Street
Davenport, Iowa 52801-1106
E-mail: planning@scottcountyiaowa.com
Office: (563) 326-8643 Fax: (563) 326-8257



Timothy Huey
Director

To: Mahesh Sharma, County Administrator

From: Timothy Huey, Planning Director

Date: June 19, 2017

Re: Approval of resolution of support for RAGBRAI route through Scott County in 2018.

Prior to 2007, the Quad Cities Convention and Visitors Bureau had worked hard for many years but had been unsuccessful in having Scott County chosen as the endpoint of a RAGBRAI route. In 2007 the QCCVB worked with Scott County, the Eldridge-North Scott Chamber of Commerce, City of LeClaire, and LeClaire Chamber of Commerce to have Scott County and the City of LeClaire on the route and the ending point for RAGBRAI in 2008.

Then in 2010, the QCCVB partnered with Scott County, Iowa Quad Cities Chamber of Commerce, the Cities of Davenport and Bettendorf and other Scott County communities and were successful with the effort to have RAGBRAI organizers plan the 2011 RAGBRAI route through Scott County and end at the Mississippi River in Davenport's Centennial Park.

In 2014 the QCCVB submitted an invitation to have the 2015 RAGBRAI to travel through Scott County and end in at a suitable location to be determined. The Scott County Board of Supervisors approved a resolution in support of that invitation. That invitation was successful and resulted in Davenport again being chosen as the end point of the Register's Annual Great Bicycle Ride Across Iowa.

The QCCVB is again submitting the paperwork to invite the 2018 RAGBRAI to travel through Scott County and end in at a suitable location to be determined. The QCCVB has asked that the Scott County Board of Supervisors approve a resolution in support that would be submitted with those invitation materials.

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
June 29, 2017

**APPROVAL OF THE SCOTT COUNTY BOARD OF SUPERVISOR'S SUPPORT FOR
THE ROUTE OF THE REGISTER'S ANNUAL GREAT BICYCLE RIDE ACROSS
IOWA TO TRAVEL THROUGH SCOTT COUNTY AND ITS COMMUNITIES IN 2018.**

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

- Section 1. RAGBRAI is the world's oldest, largest and longest bicycle tour and involves some 15,000 bicycle riders on a ride across Iowa the last week of July, starting at the Missouri River and ending at the Mississippi River.
- Section 2. The Quad Cities Convention & Visitors Bureau is partnering with Scott County, Quad Cities Chamber of Commerce, and Scott County communities in an effort to convince RAGBRAI organizers to plan the 2018 RAGBRAI route through Scott County and to end at the Mississippi River at a suitable location in a community in Scott County.
- Section 3. The Scott County Board of Supervisors supports the routing of the Register's Annual Great Bicycle Ride across Iowa through Scott County.
- Section 4. This resolution shall take effect immediately.

PLANNING & DEVELOPMENT

500 West Fourth Street
Davenport, Iowa 52801-1106
E-mail: planning@scottcountyia.com
Office: (563) 326-8643 Fax: (563) 326-8257



Timothy Huey
Director

To: Mahesh Sharma, County Administrator

From: Timothy Huey, Planning & Development

Date: June 22, 2017

Re: City of Eldridge's proposed Amendment #3 to the city's Urban Renewal Area Plan.

The City of Eldridge has notified Scott County of the proposed amendment to the City's URA to use TIF income for an economic development incentive for the Lewis Machine and Tool manufacturing facility and capital projects related to the upgrading of road and intersection improvements to First Street and LeClaire Road and the City's 2 mile rails to trails project. The total estimated budget for the Lewis project is \$7M and the creation of 50 jobs with a proposed TIF rebate of \$1.5M over 20 years. The intersection and road project would be approximately \$4.1M with TIF funding of \$2.1M of that total budget. The rails to trails project would be approximately \$1.5M with TIF funding of \$815K of that total budget.

In 2016 the City amended this URA to allow TIF financing of an upgrade to the City's sewer system in addition to more treatment capacity of the wastewater plant also includes a new lift station, new gravity fed sewer mains and new force main sewers. The City stated, at that time, the improvements are required by the Iowa Department of Natural Resources and in order to accommodate future residential, commercial and industrial development.

In 2012, the City combined its two Urban Renewal Areas into one unified district and proposed to expand the uses of TIF within the URA. I have attached the letter the Board sent to the City following notice of both those amendments.

I was not able to attend the meeting giving the affected taxing entities an opportunity to consult on this proposal this morning. However John Dowd did respond to my inquiry for additional information. I will discuss this proposal with our TIF Review Committee in order to make a recommendation on a draft letter from the Board at the Committee of the Whole meeting next Tuesday.

Xc: TIF Review Committee

OFFICE OF THE COUNTY ADMINISTRATOR

600 West Fourth Street
Davenport, Iowa 52801-1003

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



May 8, 2012

Mayor Marty O' Boyle
Eldridge City Council Members
Eldridge City Hall
305 North Third Street
Eldridge, Iowa 52748

RE: City of Eldridge's proposal to amend the Eldridge Urban Renewal Area to combine and expand the two existing areas into the Eldridge Unified Urban Renewal Area and expand the uses TIF dollars for municipal capital improvements.

Dear Mayor O'Boyle and Council Members:

Thank you for the opportunity to comment on the proposed amendment to combine the two existing Urban Renewal Areas in the City of Eldridge into one area. The Scott County Board of Supervisors has reviewed the responses to our questions previously submitted in the letter from City Administrator John Dowd dated May 3, 2012.

The Board of Supervisors encourages the use of tax increment financing to be limited to redeveloping and revitalizing blighted areas with a history of declining property values or for attracting new or expanded industrial development. The Board supports the use of tax increment financing as an incentive for the retention and creation of primary jobs. The Board recommends that all tax increment financing be for the minimum dollar amount to make any project feasible and also be of the shortest possible duration.

Even though sidewalks, bike trails and park amenities may be important components to any community's quality of life the Board does not believe that they qualify to be considered "economic development" as intended by State law. Furthermore the City's determination that using TIF financing to fund a new city hall and police department can also considered economic development would similarly stretch the intent of allowable uses of TIF dollars. By these rationales there would appear to be no expenditure of the city budget that would not be able to be considered economic development since hopefully all aspects of the City's budget benefits the community.

The Board would encourage the City of Eldridge to limit its use of TIF dollars for reversing blight or as an incentive for direct benefits to the local economy and not for capital improvements for public infrastructure that should be borne by the residents and City of Eldridge and not supported with revenue generated by the County's property tax

levy. While the Board of Supervisors recognizes the City of Eldridge has no legal obligation to comply with our request, we hope in the spirit of intergovernmental cooperation the City Council would seriously consider this request.

Sincerely,

A handwritten signature in cursive script that reads "Tom Sunderbruch". The signature is written in black ink and is positioned above the typed name.

Tom Sunderbruch, Chairman
Scott County Board of Supervisors

cc: Scott County Board of Supervisors
North Scott School District Board
Jeff Schwiebert, North Scott School District Superintendent
John Dowd, Eldridge City Administrator
Dee F. Bruemmer, Scott County Administrator

BOARD OF SUPERVISORS

600 West Fourth Street
Davenport, Iowa 52801-1030

Office: (563) 326-8749

E-Mail: board@scottcountyiowa.com



JIM HANCOCK, Chair
CAROL EARNHARDT, Vice-Chair
DIANE HOLST
BRINSON L. KINZER
TOM SUNDERBRUCH

October 18, 2016

Mayor Marty O' Boyle
Eldridge City Council Members
Eldridge City Hall
305 North Third Street
Eldridge, Iowa 52748

RE: City of Eldridge's proposed Amendment #2 to the city's Urban Renewal Area Plan to use TIF income for capital projects related to the upgrading and expansion of the City's wastewater treatment facilities and other possible city capital projects.

Dear Mayor O'Boyle and Council Members:

Thank you for the opportunity to comment on the proposed amendment #2 to the City of Eldridge's Unified Urban Renewal Plan. The Scott County Board of Supervisors has reviewed the materials submitted by City Administrator John Dowd.

On two previous occasions, March, 2000 and May, 2012, when the City was required to give the Board an Opportunity to Consult on amendments to the City's Urban Renewal Areas and Plans the Board has stated that it encourages the use of tax increment financing to be limited to redeveloping and revitalizing blighted areas with a history of declining property values or for attracting new or expanded industrial development. The Board has consistently supported the use of tax increment financing as an incentive for the retention and creation of **primary** jobs. The Board has also always recommended that all tax increment financing be for the minimum dollar amount to make any project feasible and also be of the shortest possible duration.

In this case, it is the Board's understanding that the City's upgrade to its sewer system has a total estimated budget of approximately \$15M with Tax Increment Financing funding approximately \$9.6M of that total budget. The Board would note that a portion of those TIF funds are generated by the County's tax levy and should be used in accordance with TIF projects cited above or if not returned to the County to be deposited in the County's General Fund for the benefit of all County residents.

On the two previous occasions the Board commented, the Board of Supervisors has encouraged the City of Eldridge to limit its use of TIF dollars for reversing blight or as an incentive for direct benefits to the local economy and not for capital improvements for public infrastructure that should be borne by the residents and City of Eldridge and not supported with revenue generated by the County's property tax levy. While the Board of Supervisors recognizes the City of Eldridge has no legal obligation to comply with our request, we hope in the spirit of intergovernmental cooperation the City Council would seriously consider this request.

Sincerely,

Jim Hancock, Chairman
Scott County Board of Supervisors

cc: Scott County Board of Supervisors
North Scott School District Board
Joe Stutting, North Scott School District Superintendent
John Dowd, Eldridge City Administrator
Mahesh Sharma, Scott County Administrator

NOTICE OF A CONSULTATION TO BE HELD BETWEEN
THE CITY OF ELDRIDGE, STATE OF IOWA AND ALL
AFFECTED TAXING ENTITIES CONCERNING THE
PROPOSED AMENDMENT NO. 3 TO THE ELDRIDGE
UNIFIED URBAN RENEWAL PLAN FOR THE CITY OF
ELDRIDGE, STATE OF IOWA

The City of Eldridge, State of Iowa will hold a consultation with all affected taxing entities, as defined in Section 403.17(1) of the Code of Iowa, as amended, commencing at 10:00 A.M. on June 12, 2017, in the Council Chambers, City Hall, 305 North Third Street, Eldridge, Iowa concerning a proposed Amendment No. 3 to the Eldridge Unified Urban Renewal Plan, a copy of which is attached hereto.

Each affected taxing entity may appoint a representative to attend the consultation. The consultation may include a discussion of the estimated growth in valuation of taxable property included in the proposed Urban Renewal Area, the fiscal impact of the division of revenue on the affected taxing entities, the estimated impact on the provision of services by each of the affected taxing entities in the proposed Urban Renewal Area, and the duration of any bond issuance included in the Amendment.

The designated representative of any affected taxing entity may make written recommendations for modifications to the proposed division of revenue no later than seven days following the date of the consultation. The City Administrator, or his delegate, as the designated representative of the City of Eldridge, State of Iowa, shall submit a written response to the affected taxing entity, no later than seven days prior to the public hearing on the proposed Amendment No. 3 to the Eldridge Unified Urban Renewal Plan, addressing any recommendations made by that entity for modification to the proposed division of revenue.

This notice is given by order of the City Council of the City of Eldridge, State of Iowa, as provided by Section 403.5 of the Code of Iowa, as amended.

Dated this 5th day of June, 2017.

Denise M. Benson
City Clerk, City of Eldridge, State of Iowa

(End of Notice)

(One publication required)

NOTICE OF PUBLIC HEARING TO CONSIDER APPROVAL
OF A PROPOSED AMENDMENT NO. 3 TO THE ELDRIDGE
UNIFIED URBAN RENEWAL PLAN FOR AN URBAN
RENEWAL AREA IN THE CITY OF ELDRIDGE, STATE OF
IOWA

The City Council of the City of Eldridge, State of Iowa, will hold a public hearing before itself at its meeting which commences at 7:00 P.M. on July 3, 2017 in the Council Chambers, City Hall, 305 North Third Street, Eldridge, Iowa, to consider adoption of a proposed Amendment No. 3 to the Eldridge Unified Urban Renewal Plan (the "Amendment") concerning an Urban Renewal Area in the City of Eldridge, State of Iowa, legally described as follows:

**Eldridge Urban Renewal Subarea (1993)
Renamed LeClaire Road Urban Renewal Subarea (1994)**

Beginning at the NW corner of Lot 2, Lancer Park 7th Addition to the City of Eldridge, Iowa; thence southerly along the easterly line of North First Street and South First Street as now established; to a point on the south line of the SE $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 14-79-3; thence easterly along the centerline of said Section 14, to the NW corner of the NE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of said Section 14; thence south along the west line of said NE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of said Section 14 137.10 feet; thence easterly parallel to the north line of said NE $\frac{1}{4}$ of SE $\frac{1}{4}$ of Said Section 14 723.60 feet to a point which is on the east line of Rustic Ridge Estates 1st Addition as extended southerly; thence northerly along said line extended and said easterly line of Rustic Ridge Estates 1st Addition to the SW Corner of Lot 1, Anderson First Addition; thence easterly 425.00 feet to the SE corner of said Lot 1; thence northerly along the east line of said Anderson First Addition to the NE corner of Said Anderson First Addition and the north right-of-way line of East Iowa Street as now established; thence southeasterly along said westerly right-of-way line to a point on the section line between Sections 13 and 14, Township 79, Range 3 East; thence southerly along said right-of-way and section line to the NW corner of the SW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of said Section 13-79-3; thence easterly along the north line of said SW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 13 to a point on the easterly right-of-way line of Scott Park Road; thence southerly along said easterly right-of-way line to a point on the south line of said SW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of said Section 13; thence easterly along the center line of said Section 13 to the westerly right-of-way line of South Scott Park Road; thence northerly along the west right-of-way of South Scott Park Road and North Scott Park Road to a point on the north line of the NE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 12-79-3; thence west along the center lines of Section 12-79-3 and 11-79-3 to the point of beginning.

Blackhawk Trail Urban Renewal Subarea (1994)

Beginning at the NW corner of NE ¼ of Section 27, then, north to the SW corner of NE ¼ of Section 22, then, south along the center line of South Scott Park Road to the south corporate limit to the SW corner of the E ½ of NE ¼ of Section 27, then, north to the NW corner of the E ½ of the NE ¼ of Section 27, then west to the point of beginning.

Amendment No. 1 Area to Unified Urban Renewal Subarea

The east half of the right-of-way of First Street beginning at the north corporate limits to the north east corner of Northland Addition and then the entire width of the right-of-way of First Street beginning at the north boundary of Northland Addition south to the centerline of Section 23-79-3, including the right-of-way of all roads adjacent to the unified area.

And

Beginning at the southwest corner of Sheridan Meadows Park, then, west 50 feet to the centerline of First Street then north 1,300 feet to the north corporate limit, then east along the north corporate limit to the northeast corner of Sheridan Meadows park, then south to the southeast corner of Sheridan Meadows Park, then, west to the point of beginning.

And

Part of the NW ¼ and SW ¼ of Section 14, T 79 E of the 5th PM, City of Eldridge Scott County, Iowa more particularly described as follows:

Commencing as a point of reference at the NE corner of the SW ¼ of Said Section 14, thence northwest 649.52 feet along the northerly line of said SW ¼ of Section 14 to the easterly right-of-way line of the Canadian Pacific Railroad and the point of beginning. Thence south east 1,259.09 feet along the said easterly right-of-way line of the Canadian Pacific Railroad, thence 339.62 feet along the arc of a 5,692.50 foot radius curve, concave northeasterly along the said easterly right-of-way line of the Canadian Pacific Railroad, thence south east 1,136.58 feet along the said easterly right-of-way line of the Canadian Pacific Railroad to the southerly right-of-way line of Lincoln Road, thence northwest 122.22 feet along the said southerly right-of-way line of Lincoln Road to the westerly right-of-way line of the Canadian Pacific Railroad, thence 275.30 feet along the arc of a 1,943 feet radius curve, concave southwesterly along said westerly right-of-way of the Canadian Pacific Railroad, thence northwest 501.21 feet along the said westerly right-of-way line of the Canadian Pacific Railroad, Thence northwest 54.22 feet along the said westerly right-of-way line of the Canadian Pacific Railroad, Thence northwest 186.05 feet along the said westerly right-of-way line of the Canadian Pacific Railroad, thence 259.32 feet along the arc of a 5,297.00 foot radius curve, concave northeasterly along the said westerly right-of-way line of the Canadian Pacific

Railroad, thence northwest 247.60 feet along the said westerly right-of-way of the Canadian Pacific Railroad, thence northwest 201.28 feet along the said westerly right-of-way line of the Canadian Pacific Railroad, thence northwest 1,141.57 feet along the said westerly right-of-way line of the Canadian Pacific Railroad, thence northwest 310.02 feet along the said westerly right-of-way line of the Canadian Pacific Railroad, thence northwest 1,469.55 feet along the said westerly right-of-way of the Canadian Pacific Railroad to the southerly right-of-way of East Iowa Street, thence south east 110.04 feet along the southerly right-of-way line of East Iowa Street to the easterly right-of-way line of the Canadian Pacific Railroad, thence southeast 460.95 feet along the said southerly right-of-way line of the Canadian Pacific Railroad, thence 203.45 feet along the arc of a 4,780.00 foot radius curve, concave southwesterly along the said easterly right-of-way line of the Canadian Pacific Railroad, thence southeast 1,259.08 feet along the said easterly right-of-way line of the Canadian Pacific Railroad to the point of beginning.

Including the right-of-way of all roads adjacent to the property above and the Eldridge Unified Urban Renewal Area.

Amendment No. 2 Area to Unified Urban Renewal Subarea

Beginning at the NW corner of the NE $\frac{1}{4}$ of Section 27, then west to the west of right-of-way line of Buttermilk Road, then north to the $\frac{1}{2}$ section line of Section 22, then east to the SW corner of the NE of Section 22, then south to the point of beginning. All land being added is the west $\frac{1}{2}$ of the right-of-way of South Buttermilk Road.

and

That part of the Canadian Pacific Railway right of way, being 100 feet in width, lying in the Northeast One Quarter of Section 23, the Southeast One Quarter of Section 23, and the Northeast One Quarter of Section 26 all in Township 79 North, Range 3 East of the 5th PM in City of Eldridge, Scott County, Iowa. The Northerly end of said land to terminate at the Southerly right of way line of Lincoln Road and the Southerly end to terminate at the South line of the North Half of Section 23.

which land is included in this amended Urban Renewal Area.

A copy of the Amendment is on file for public inspection in the office of the City Clerk, City Hall, City of Eldridge, Iowa.

The City of Eldridge, State of Iowa is the local public agency which, if such Amendment is approved, shall undertake the urban renewal activities described in such Amendment.

The general scope of the urban renewal activities under consideration in the Amendment is to promote the growth and retention of qualified industries and businesses in the Urban Renewal Area through various public purpose and special financing activities outlined in the Amendment. To accomplish the objectives of the Amendment, and to encourage the further economic development of the Urban Renewal Area, the Amendment provides that such special financing activities may include, but not be limited to, the making of loans or grants of public funds to private entities under Chapter 15A of the Code of Iowa. The City also may reimburse or directly undertake the installation, construction and reconstruction of substantial public improvements, including, but not limited to, street, water, sanitary sewer, storm sewer or other public improvements. The Amendment provides that the City may issue bonds or use available funds for purposes allowed by the Plan, as amended, and that tax increment reimbursement of the costs of urban renewal projects may be sought if and to the extent incurred by the City. The Amendment initially proposes specific public infrastructure or site improvements to be undertaken by the City, and provides that the Amendment may be amended from time to time.

The proposed Amendment No. 3 would add and/or confirm the list of eligible projects to be undertaken within the Area. The proposed Amendment adds no new land. Other provisions of the Plan not affected by the Amendment would remain in full force and effect.

Any person or organization desiring to be heard shall be afforded an opportunity to be heard at such hearing.

This notice is given by order of the City Council of the City of Eldridge, State of Iowa, as provided by Section 403.5 of the Code of Iowa.

Dated this 5th day of June, 2017.

Denise M. Benson
City Clerk, City of Eldridge, State of Iowa

(End of Notice)

RESOLUTION NO. 2017-29

RESOLUTION SETTING DATES OF A CONSULTATION
AND A PUBLIC HEARING ON A PROPOSED AMENDMENT
NO. 3 TO THE ELDRIDGE UNIFIED URBAN RENEWAL
PLAN IN THE CITY OF ELDRIDGE, STATE OF IOWA

WHEREAS, by Resolution No. 93-35, adopted October 25, 1993, this Council found and determined that certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and approved and adopted the Eldridge Urban Renewal Plan for the Eldridge Urban Renewal Area described therein, which Plan is on file in the office of the Recorder of Scott County; and

WHEREAS, by Resolution No. 94-39, adopted December 5, 1994, this Council found and determined that certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and approved and adopted an amendment renaming the Eldridge Urban Renewal Area as the LeClaire Road Urban Renewal Area and designating the Blackhawk Trail Urban Renewal Plan for the Blackhawk Trail Urban Renewal Area described therein, which Plan is on file in the office of the Recorder of Scott County; and

WHEREAS, by Resolution No. 2000-12, adopted March 27, 2000, this City Council approved and adopted an Amendment to the Eldridge Urban Renewal Plan; and

WHEREAS, by Resolution No. 2012-17, adopted May 21, 2012, this City Council approved and adopted an Amendment No. 1 to the Eldridge Unified Urban Renewal Plan ("Plan" or "Urban Renewal Plan"), which, among other things, unified the LeClaire Road Urban Renewal Area and the Blackhawk Trail Urban Renewal Area, added property, and renamed the combined area the Eldridge Unified Urban Renewal Area ("Area" or "Urban Renewal Area"); and

WHEREAS, by Resolution No. 2016-29, adopted November 7, 2016, this City Council approved and adopted an Amendment No. 2 to the Plan; and

WHEREAS, this Urban Renewal Area currently includes and consists of:

**Eldridge Urban Renewal Subarea (1993)
Renamed LeClaire Road Urban Renewal Subarea (1994)**

Beginning at the NW corner of Lot 2, Lancer Park 7th Addition to the City of Eldridge, Iowa; thence southerly along the easterly line of North First Street and South First Street as now established; to a point on the south line of the SE1/4 of the NW ¼ of Section 14-79-3; thence easterly along the centerline of said Section 14, to the NW corner of the NE ¼ of the SE ¼ of said Section 14; thence south along the west line of said NE ¼ of the SE ¼ of said Section 14 137.10 feet; thence easterly parallel to the north line of said NE ¼ of SE ¼ of Said Section 14 723.60 feet to a point which is on the east line of Rustic Ridge Estates 1st

Addition as extended southerly; thence northerly along said line extended and said easterly line of Rustic Ridge Estates 1st Addition to the SW Corner of Lot 1, Anderson First Addition; thence easterly 425.00 feet to the SE corner of said Lot 1; thence northerly along the east line of said Anderson First Addition to the NE corner of Said Anderson First Addition and the north right-of-way line of East Iowa Street as now established; thence southeasterly along said westerly right-of-way line to a point on the section line between Sections 13 and 14, Township 79, Range 3 East; thence southerly along said right-of-way and section line to the NW corner of the SW ¼ of the NW ¼ of said Section 13-79-3; thence easterly along the north line of said SW ¼ of the NW ¼ of Section 13 to a point on the easterly right-of-way line of Scott Park Road; thence southerly along said easterly right-of-way line to a point on the south line of said SW ¼ of the NW ¼ of said Section 13; thence easterly along the center line of said Section 13 to the westerly right-of-way line of South Scott Park Road; thence northerly along the west right-of-way of South Scott Park Road and North Scott Park Road to a point on the north line of the NE ¼ of the SE ¼ of Section 12-79-3; thence west along the center lines of Section 12-79-3 and 11-79-3 to the point of beginning.

Blackhawk Trail Urban Renewal Subarea (1994)

Beginning at the NW corner of NE ¼ of Section 27, then, north to the SW corner of NE ¼ of Section 22, then, south along the center line of South Scott Park Road to the south corporate limit to the SW corner of the E ½ of NE ¼ of Section 27, then, north to the NW corner of the E ½ of the NE ¼ of Section 27, then west to the point of beginning.

Amendment No. 1 Area to Unified Urban Renewal Subarea

The east half of the right-of-way of First Street beginning at the north corporate limits to the north east corner of Northland Addition and then the entire width of the right-of-way of First Street beginning at the north boundary of Northland Addition south to the centerline of Section 23-79-3, including the right-of-way of all roads adjacent to the unified area.

And

Beginning at the southwest corner of Sheridan Meadows Park, then, west 50 feet to the centerline of First Street then north 1,300 feet to the north corporate limit, then east along the north corporate limit to the northeast corner of Sheridan Meadows park, then south to the southeast corner of Sheridan Meadows Park, then, west to the point of beginning.

And

Part of the NW ¼ and SW ¼ of Section 14, T 79 E of the 5th PM, City of Eldridge Scott County, Iowa more particularly described as follows:

Commencing as a point of reference at the NE corner of the SW $\frac{1}{4}$ of Said Section 14, thence northwest 649.52 feet along the northerly line of said SW $\frac{1}{4}$ of Section 14 to the easterly right-of-way line of the Canadian Pacific Railroad and the point of beginning. Thence south east 1,259.09 feet along the said easterly right-of-way line of the Canadian Pacific Railroad, thence 339.62 feet along the arc of a 5,692.50 foot radius curve, concave northeasterly along the said easterly right-of-way line of the Canadian Pacific Railroad, thence south east 1,136.58 feet along the said easterly right-of-way line of the Canadian Pacific Railroad to the southerly right-of-way line of Lincoln Road, thence northwest 122.22 feet along the said southerly right-of-way line of Lincoln Road to the westerly right-of-way line of the Canadian Pacific Railroad, thence 275.30 feet along the arc of a 1,943 feet radius curve, concave southwesterly along said westerly right-of-way of the Canadian Pacific Railroad, thence northwest 501.21 feet along the said westerly right-of-way line of the Canadian Pacific Railroad, Thence northwest 54.22 feet along the said westerly right-of-way line of the Canadian Pacific Railroad, Thence northwest 186.05 feet along the said westerly right-of-way line of the Canadian Pacific Railroad, thence 259.32 feet along the arc of a 5,297.00 foot radius curve, concave northeasterly along the said westerly right-of-way line of the Canadian Pacific Railroad, thence northwest 247.60 feet along the said westerly right-of-way of the Canadian Pacific Railroad, thence northwest 201.28 feet along the said westerly right-of-way line of the Canadian Pacific Railroad, thence northwest 1,141.57 feet along the said westerly right-of-way line of the Canadian Pacific Railroad, thence northwest 310.02 feet along the said westerly right-of-way line of the Canadian Pacific Railroad, thence northwest 1,469.55 feet along the said westerly right-of-way of the Canadian Pacific Railroad to the southerly right-of-way of East Iowa Street, thence south east 110.04 feet along the southerly right-of-way line of East Iowa Street to the easterly right-of-way line of the Canadian Pacific Railroad, thence southeast 460.95 feet along the said southerly right-of-way line of the Canadian Pacific Railroad, thence 203.45 feet along the arc of a 4,780.00 foot radius curve, concave southwesterly along the said easterly right-of-way line of the Canadian Pacific Railroad, thence southeast 1,259.08 feet along the said easterly right-of-way line of the Canadian Pacific Railroad to the point of beginning.

Including the right-of-way of all roads adjacent to the property above and the Eldridge Unified Urban Renewal Area.

Amendment No. 2 Area to Unified Urban Renewal Subarea

Beginning at the NW corner of the NE $\frac{1}{4}$ of Section 27, then west to the west of right-of-way line of Buttermilk Road, then north to the $\frac{1}{2}$ section line of Section 22, then east to the SW corner of the NE of Section 22, then south to the point of beginning. All land being added is the west $\frac{1}{2}$ of the right-of-way of South Buttermilk Road.

and

That part of the Canadian Pacific Railway right of way, being 100 feet in width, lying in the Northeast One Quarter of Section 23, the Southeast One Quarter of Section 23, and the Northeast One Quarter of Section 26 all in Township 79 North, Range 3 East of the 5th PM in City of Eldridge, Scott County, Iowa. The Northerly end of said land to terminate at the Southerly right of way line of Lincoln Road and the Southerly end to terminate at the South line of the North Half of Section 23.

WHEREAS, City staff has caused there to be prepared a form of Amendment No. 3 to the Plan ("Amendment No. 3" or "Amendment"), a copy of which has been placed on file for public inspection in the office of the City Clerk and which is incorporated herein by reference, the purpose of which is to add and/or confirm the list of eligible projects to be undertaken within the Area; and

WHEREAS, it is desirable that the area be redeveloped as part of the overall redevelopment covered by the Plan, as amended; and

WHEREAS, this proposed Amendment No. 3 to the Urban Renewal Plan adds no new land; and

WHEREAS, the Iowa statutes require the City Council to notify all affected taxing entities of the consideration being given to the proposed Amendment No. 3 to the Eldridge Unified Urban Renewal Plan and to hold a consultation with such taxing entities with respect thereto, and further provides that the designated representative of each affected taxing entity may attend the consultation and make written recommendations for modifications to the proposed division of revenue included as a part thereof, to which the City shall submit written responses as provided in Section 403.5, as amended; and

WHEREAS, the Iowa statutes further require the City Council to hold a public hearing on the proposed Amendment No. 3 to the Eldridge Unified Urban Renewal Plan subsequent to notice thereof by publication in a newspaper having general circulation within the City, which notice shall describe the time, date, place and purpose of the hearing, shall generally identify the urban renewal area covered by the Amendment and shall outline the general scope of the urban renewal project under consideration, with a copy of the notice also being mailed to each affected taxing entity.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF ELDRIDGE, STATE OF IOWA:

Section 1. That the consultation on the proposed Amendment No. 3 to the Eldridge Unified Urban Renewal Plan required by Section 403.5(2) of the Code of Iowa, as amended, shall be held on June 12, 2017, in the Council Chambers, City Hall, 305 North Third Street, Eldridge, Iowa, at 10:00 A.M., and the City Administrator, or his delegate, is hereby appointed to serve as the designated representative of the City for purposes of conducting the consultation,

receiving any recommendations that may be made with respect thereto and responding to the same in accordance with Section 403.5(2).

Section 2. That the City Clerk is authorized and directed to cause a notice of such consultation to be sent by regular mail to all affected taxing entities, as defined in Section 403.17(1), along with a copy of this Resolution and the proposed Amendment No. 3 to the Eldridge Unified Urban Renewal Plan, the notice to be in substantially the following form:

NOTICE OF A CONSULTATION TO BE HELD BETWEEN
THE CITY OF ELDRIDGE, STATE OF IOWA AND ALL
AFFECTED TAXING ENTITIES CONCERNING THE
PROPOSED AMENDMENT NO. 3 TO THE ELDRIDGE
UNIFIED URBAN RENEWAL PLAN FOR THE CITY OF
ELDRIDGE, STATE OF IOWA

The City of Eldridge, State of Iowa will hold a consultation with all affected taxing entities, as defined in Section 403.17(1) of the Code of Iowa, as amended, commencing at 10:00 A.M. on June 12, 2017, in the Council Chambers, City Hall, 305 North Third Street, Eldridge, Iowa concerning a proposed Amendment No. 3 to the Eldridge Unified Urban Renewal Plan, a copy of which is attached hereto.

Each affected taxing entity may appoint a representative to attend the consultation. The consultation may include a discussion of the estimated growth in valuation of taxable property included in the proposed Urban Renewal Area, the fiscal impact of the division of revenue on the affected taxing entities, the estimated impact on the provision of services by each of the affected taxing entities in the proposed Urban Renewal Area, and the duration of any bond issuance included in the Amendment.

The designated representative of any affected taxing entity may make written recommendations for modifications to the proposed division of revenue no later than seven days following the date of the consultation. The City Administrator, or his delegate, as the designated representative of the City of Eldridge, State of Iowa, shall submit a written response to the affected taxing entity, no later than seven days prior to the public hearing on the proposed Amendment No. 3 to the Eldridge Unified Urban Renewal Plan, addressing any recommendations made by that entity for modification to the proposed division of revenue.

This notice is given by order of the City Council of the City of Eldridge, State of Iowa, as provided by Section 403.5 of the Code of Iowa, as amended.

Dated this 5th day of June, 2017.

Denise M. Benson
City Clerk, City of Eldridge, State of Iowa

(End of Notice)

Section 3. That a public hearing shall be held on the proposed Amendment No. 3 to the Eldridge Unified Urban Renewal Plan before the City Council at its meeting which commences at 7:00 P.M. on July 3, 2017, in the Council Chambers, City Hall, 305 North Third Street, Eldridge, Iowa.

Section 4. That the City Clerk is authorized and directed to publish notice of this public hearing in the North Scott Press, once on a date not less than four (4) nor more than twenty (20) days before the date of the public hearing, and to mail a copy of the notice by ordinary mail to each affected taxing entity, such notice in each case to be in substantially the following form:

(One publication required)

NOTICE OF PUBLIC HEARING TO CONSIDER APPROVAL
OF A PROPOSED AMENDMENT NO. 3 TO THE ELDRIDGE
UNIFIED URBAN RENEWAL PLAN FOR AN URBAN
RENEWAL AREA IN THE CITY OF ELDRIDGE, STATE OF
IOWA

The City Council of the City of Eldridge, State of Iowa, will hold a public hearing before itself at its meeting which commences at 7:00 P.M. on July 3, 2017 in the Council Chambers, City Hall, 305 North Third Street, Eldridge, Iowa, to consider adoption of a proposed Amendment No. 3 to the Eldridge Unified Urban Renewal Plan (the "Amendment") concerning an Urban Renewal Area in the City of Eldridge, State of Iowa, legally described as follows:

**Eldridge Urban Renewal Subarea (1993)
Renamed LeClaire Road Urban Renewal Subarea (1994)**

Beginning at the NW corner of Lot 2, Lancer Park 7th Addition to the City of Eldridge, Iowa; thence southerly along the easterly line of North First Street and South First Street as now established; to a point on the south line of the SE $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 14-79-3; thence easterly along the centerline of said Section 14, to the NW corner of the NE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of said Section 14; thence south along the west line of said NE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of said Section 14 137.10 feet; thence easterly parallel to the north line of said NE $\frac{1}{4}$ of SE $\frac{1}{4}$ of Said Section 14 723.60 feet to a point which is on the east line of Rustic Ridge Estates 1st Addition as extended southerly; thence northerly along said line extended and said easterly line of Rustic Ridge Estates 1st Addition to the SW Corner of Lot 1, Anderson First Addition; thence easterly 425.00 feet to the SE corner of said Lot 1; thence northerly along the east line of said Anderson First Addition to the NE corner of Said Anderson First Addition and the north right-of-way line of East Iowa Street as now established; thence southeasterly along said westerly right-of-way line to a point on the section line between Sections 13 and 14, Township 79, Range 3 East; thence southerly along said right-of-way and section line to the NW corner of the SW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of said Section 13-79-3; thence easterly along the north line of said SW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 13 to a point o the easterly right-of-way line of Scott Park Road; thence southerly along said easterly right-of-way line to a point on the south line of said SW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of said Section 13; thence easterly along the center line of said Section 13 to the westerly right-of-way ling of South Scott Park Road; thence northerly along the west right-of-way of South Scott Park Road and North Scott Park Road to a point on the north line of the NE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 12-79-3; thence west along the center lines of Section 12-79-3 and 11-79-3 to the point of beginning.

Blackhawk Trail Urban Renewal Subarea (1994)

Beginning at the NW corner of NE ¼ of Section 27, then, north to the SW corner of NE ¼ of Section 22, then, south along the center line of South Scott Park Road to the south corporate limit to the SW corner of the E ½ of NE ¼ of Section 27, then, north to the NW corner of the E ½ of the NE ¼ of Section 27, then west to the point of beginning.

Amendment No. 1 Area to Unified Urban Renewal Subarea

The east half of the right-of-way of First Street beginning at the north corporate limits to the north east corner of Northland Addition and then the entire width of the right-of-way of First Street beginning at the north boundary of Northland Addition south to the centerline of Section 23-79-3, including the right-of-way of all roads adjacent to the unified area.

And

Beginning at the southwest corner of Sheridan Meadows Park, then, west 50 feet to the centerline of First Street then north 1,300 feet to the north corporate limit, then east along the north corporate limit to the northeast corner of Sheridan Meadows park, then south to the southeast corner of Sheridan Meadows Park, then, west to the point of beginning.

And

Part of the NW ¼ and SW ¼ of Section 14, T 79 E of the 5th PM, City of Eldridge Scott County, Iowa more particularly described as follows:

Commencing as a point of reference at the NE corner of the SW ¼ of Said Section 14, thence northwest 649.52 feet along the northerly line of said SW ¼ of Section 14 to the easterly right-of-way line of the Canadian Pacific Railroad and the point of beginning. Thence south east 1,259.09 feet along the said easterly right-of-way line of the Canadian Pacific Railroad, thence 339.62 feet along the arc of a 5,692.50 foot radius curve, concave northeasterly along the said easterly right-of-way line of the Canadian Pacific Railroad, thence south east 1,136.58 feet along the said easterly right-of-way line of the Canadian Pacific Railroad to the southerly right-of-way line of Lincoln Road, thence northwest 122.22 feet along the said southerly right-of-way line of Lincoln Road to the westerly right-of-way line of the Canadian Pacific Railroad, thence 275.30 feet along the arc of a 1,943 feet radius curve, concave southwesterly along said westerly right-of-way of the Canadian Pacific Railroad, thence northwest 501.21 feet along the said westerly right-of-way line of the Canadian Pacific Railroad, Thence northwest 54.22 feet along the said westerly right-of-way line of the Canadian Pacific Railroad, Thence northwest 186.05 feet along the said westerly right-of-way line of the Canadian Pacific Railroad, thence 259.32 feet along the arc of a 5,297.00 foot radius curve, concave northeasterly along the said westerly right-of-way line of the Canadian Pacific

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Including the right-of-way of all roads adjacent to the property above and the Eldridge Unified Urban Renewal Area.

Amendment No. 2 Area to Unified Urban Renewal Subarea

Beginning at the NW corner of the NE $\frac{1}{4}$ of Section 27, then west to the west of right-of-way line of Buttermilk Road, then north to the $\frac{1}{2}$ section line of Section 22, then east to the SW corner of the NE of Section 22, then south to the point of beginning. All land being added is the west $\frac{1}{2}$ of the right-of-way of South Buttermilk Road.

and

That part of the Canadian Pacific Railway right of way, being 100 feet in width, lying in the Northeast One Quarter of Section 23, the Southeast One Quarter of Section 23, and the Northeast One Quarter of Section 26 all in Township 79 North, Range 3 East of the 5th PM in City of Eldridge, Scott County, Iowa. The Northerly end of said land to terminate at the Southerly right of way line of Lincoln Road and the Southerly end to terminate at the South line of the North Half of Section 23.

which land is included in this amended Urban Renewal Area.

A copy of the Amendment is on file for public inspection in the office of the City Clerk, City Hall, City of Eldridge, Iowa.

The City of Eldridge, State of Iowa is the local public agency which, if such Amendment is approved, shall undertake the urban renewal activities described in such Amendment.

The general scope of the urban renewal activities under consideration in the Amendment is to promote the growth and retention of qualified industries and businesses in the Urban Renewal Area through various public purpose and special financing activities outlined in the Amendment. To accomplish the objectives of the Amendment, and to encourage the further economic development of the Urban Renewal Area, the Amendment provides that such special financing activities may include, but not be limited to, the making of loans or grants of public funds to private entities under Chapter 15A of the Code of Iowa. The City also may reimburse or directly undertake the installation, construction and reconstruction of substantial public improvements, including, but not limited to, street, water, sanitary sewer, storm sewer or other public improvements. The Amendment provides that the City may issue bonds or use available funds for purposes allowed by the Plan, as amended, and that tax increment reimbursement of the costs of urban renewal projects may be sought if and to the extent incurred by the City. The Amendment initially proposes specific public infrastructure or site improvements to be undertaken by the City, and provides that the Amendment may be amended from time to time.

The proposed Amendment No. 3 would add and/or confirm the list of eligible projects to be undertaken within the Area. The proposed Amendment adds no new land. Other provisions of the Plan not affected by the Amendment would remain in full force and effect.

Any person or organization desiring to be heard shall be afforded an opportunity to be heard at such hearing.

This notice is given by order of the City Council of the City of Eldridge, State of Iowa, as provided by Section 403.5 of the Code of Iowa.

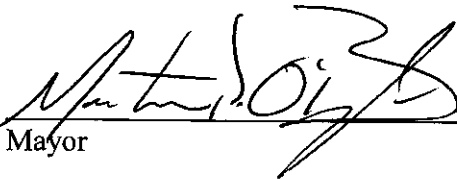
Dated this 5th day of June, 2017.

Denise M. Benson
City Clerk, City of Eldridge, State of Iowa

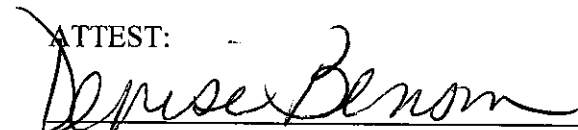
(End of Notice)

Section 5. That the proposed Amendment No. 3 to the Eldridge Unified Urban Renewal Plan, attached hereto as Exhibit 1, for the proposed Urban Renewal Area described therein is hereby officially declared to be the proposed Amendment No. 3 to the Eldridge Unified Urban Renewal Plan referred to in the notices for purposes of such consultation and hearing and that a copy of the Amendment shall be placed on file in the office of the City Clerk.

PASSED AND APPROVED this 5th day of June, 2017.



Mayor

ATTEST:


City Clerk

AMENDMENT NO. 3

to the

**ELDRIDGE UNIFIED
URBAN RENEWAL PLAN**

for the

**ELDRIDGE UNIFIED
URBAN RENEWAL AREA**

CITY OF ELDRIDGE, IOWA

Amendment No. 1 to Unified Plan – 2012

Amendment No. 2 to Unified Plan – 2016

Amendment No. 3 to Unified Plan – 2017

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AMENDMENT NO. 3
to
ELDRIDGE UNIFIED
URBAN RENEWAL PLAN
CITY OF ELDRIDGE, IOWA

I. INTRODUCTION

The **Eldridge Unified** Urban Renewal Plan ("Plan" or "Urban Renewal Plan") for the **Eldridge Unified** Urban Renewal Area ("Area" or "Urban Renewal Area") was unified and amended in 2012 ("Amendment No. 1"), amended in 2016 ("Amendment No. 2"), and is being amended again by this Amendment No. 3 to update the list of eligible projects. This Amendment adds no new land to the Area.

Except as modified by this Amendment, the provisions of the original Eldridge Unified Urban Renewal Plan, as previously amended, are hereby ratified, confirmed, and approved and shall remain in full force and effect as provided herein. In case of any conflict or uncertainty, the terms of this Amendment shall control. Any subsections in the original Plan, as previously amended, not mentioned in this Amendment shall continue to apply to the Plan, as amended.

II. ELIGIBLE URBAN RENEWAL PROJECT(S)

Numerous urban renewal projects were authorized prior to the date of this Amendment, and are continuing. Although certain project activities may occur over a period of years, in addition to the projects previously proposed in the Plan, as previously amended, the eligible urban renewal projects under this Amendment No. 3 include:

1. *Lewis Machine & Tool Co (or a related entity)*: The proposed project is expected to involve the construction of a 60,000 square foot manufacturing facility by TBTG LLC ("Developer"), and the hiring of approximately fifty (50) new full time equivalent employees at the facility by LEWIS MACHINE & TOOL CO. ("Tenant"). Construction on the project is expected to be completed by December 31, 2018. It is estimated that the capital investment will be approximately \$6,000,000 and the property will be subject to a minimum assessed value of not less than \$6,000,000 upon completion of the facility. It is further expected that the City will provide incentives to Tenant including incremental property tax rebates not to exceed \$1,500,000 of the incremental property taxes generated by the increased assessed value of the new facility. These incentives are intended to be a local match to additional incentives being provided by the State. Actual incentives could change due to a variety of factors, including but not limited to changes in tax levies or rates, changes in tax laws, changes in assessed values, and other factors. All incentives will be subject to the terms and conditions of a development agreement between the City, TBTG LLC ("Developer"), and LEWIS MACHINE & TOOL CO. ("Tenant").
2. *Future Development Agreements*: The City expects to consider requests for Development Agreements for projects that are consistent with this Plan, as amended, in the City's sole

discretion. Such Agreements are unknown at this time, but based on past history, and dependent on development opportunities and climate, the City expects to consider a broad range of incentives as authorized by this Plan, including, but not limited to, land, loans, grants, tax rebates, public infrastructure assistance and other incentives. The costs of such Development Agreements are estimated not to exceed \$5,000,000.

3. *Public Improvements*

Urban Renewal Project Description	Estimated Time Period	Estimated Cost to be reimbursed by tax increment financing	Rationale (why economic development is promoted)
<p>The First Street Improvement Project will add substantial improvements to the First Street corridor from North Scott High School in the south to Wade Street in the north, with additional lane capacity added on LeClaire Road from Second Street in the west to the Eldridge Public Works building in the east. The intersection of First Street and LeClaire Road is a focus of the project, with a dedicated left turn lane, right turn lane and through lane from every direction.</p>	<p>2020-2023</p>	<p>\$1,500,000 - \$2,100,000 (Total project costs estimated to be \$3,500,000 - \$4,100,000; federal funds in the amount of \$2,724,829 have been awarded for the project)</p>	<p>The improvements of the intersection of LeClaire Road and First Street will facilitate access to and from the main commercial corridor in town and to one of the larger employment centers in town. More open access will also improve the capacity to accommodate seasonal agricultural traffic accessing the local co-op facilities.</p>
<p>Conversion of 1.95 miles of rail bed to shared use path along the parallel to South First Street to Blackhawk Trails Road. The project includes a 10 foot wide 6" thick PCC trail atop a stabilized rail bed. Modifications to an existing bridge would be made to allow pedestrians and riders to cross Crow Creek.</p>	<p>2019-2021</p>	<p>\$740,000 - \$815,000 (Total project costs estimated to be \$1,452,000 - \$1,524,600; federal funds in the amount of \$1,002,643 have been awarded to the project)</p>	<p>Enhancing recreational facilities in town will make Eldridge more attractive to employers and employees considering locating in Eldridge. This in turn strengthens the ability for local employers to recruit and retain employees. Facilities such as the shared use path also attract people from outside the local area who will contribute to the local economy by spending for such things as food, gasoline and possible lodging.</p>

III. CITY INDEBTEDNESS

A specific amount of debt to be incurred for the newly Eligible Urban Renewal Projects (Amendment No. 3) has not yet been determined. This document is for planning purposes only. The estimated project costs in this Amendment are estimates only and will be incurred and spent over a number of years. In no event will the City's constitutional debt limit be exceeded. The City Council will consider each project proposal on a case-by-case basis to determine if it is in the City's best interest to participate before approving an urban renewal project or expense. It is further expected that such indebtedness, including interest on the same, may be financed in whole or in part with tax increment revenues from the Urban Renewal Area, as amended. Subject to the foregoing, it is estimated that the cost of the newly Eligible Urban Renewal Projects as described above to be paid with tax increment revenues will be approximately \$8,740,000-\$9,415,000.

Currently, the City of Eldridge's outstanding general obligation indebtedness is \$ \$2,500,000. Article XI, Section of the Constitution of the State of Iowa limits the amount of City debt outstanding at any time to no more than five (5) percent of the value (as shown by the last certified state and county tax list) of all taxable property within the City. The City's constitutional debt limit is \$27,741,562 as of July 1, 2016.

IV. LAND USES AND DEVELOPMENT PLAN

Eldridge has a general plan for the physical development of the City as a whole outlined in the Eldridge Comprehensive Land Use Plan adopted in 2011. The goals and objectives of the Urban Renewal Plan, including the urban renewal projects identified in this Amendment, are in conformity with the 2011 Comprehensive Plan.

The Plan, as amended, does not in any way replace or modify the City's current land use planning or zoning regulation process.

The need, if any, for improved traffic, public transportation, public utilities, recreational and community facilities, or other public improvements within the Urban Renewal Area is set forth in the Plan, as amended. As the Area develops, the need for public infrastructure extensions and upgrades will be evaluated and planned for by the City.

V. SEVERABILITY CLAUSE

If any part of the Amendment is determined to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity of the previously adopted Plan as a whole, or any part of the Plan or this Amendment not determined to be invalid or unconstitutional.

PLANNING & DEVELOPMENT

600 West Fourth Street
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Timothy Huey
Director

To: Mahesh Sharma, County Administrator

From: Timothy Huey, Planning Director

Date: June 20, 2017

Re: Approval of the Preliminary Plat of Valley View Farms, a proposed 31 lot residential subdivision in SW¹/₄ of the SW¹/₄ of Section 30 of Butler Township.

This Preliminary Plat was submitted for the April 28 Planning and Zoning Commission meeting. Staff had made a recommendation to approve the plat with seven (7) conditions, including the approval of three (3) separate variances to the Subdivisions Regulations. Due to a number of concerns expressed from the both the Planning Commission and the neighboring property owners related to lot size, septic system, stormwater drainage and road configuration, the Commission tabled any action on the plat until May 2nd Commission meeting to give the applicant more time to address those concerns.

At the May 2nd Commission meeting the applicant requested the plat be tabled until June 6th Commission meeting to give the applicant time to address the sewer and water service issues with the Park View Sewer and Water District. The applicant reached an agreement with the Park View Sewer and water District to extend their utilities to serve this subdivision. Having central sewer and water service addressed the most significant concerns the Planning Commission had with the proposed subdivision.

Two variances remained for the Planning Commission to make a recommendation on fro the approval of this Preliminary Plat as submitted. The first was the reduced roadway easement thirty (30) feet wide in lieu of the required fifty feet. The applicant added twenty five (25) feet of utility and drainage easement on both sides of the roadway easement which results in eighty (80) feet of total easement. The purpose of this variance is that it effectively reduces the front yard setback by fifteen (15) feet because even though the setback remains the required fifty (50) feet, where that setback is measured from is fifteen (15) closer to the road due to the reduction in road easement width.

The second variance was to reduce the required amount of common open space from 42,000 square feet to the 27,660 square feet proposed with the ½ mile of twelve (12) foot wide walking trail. The Planning felt that the granting of both these variances was in compliance with both the intent and spirit of the ordinance and resulted in the unique circumstances of this subdivision's proximity to both Park View and Scott County Park.

The Planning Commission voted unanimously to approve the request with ten (10) conditions:

1. A variance to the Subdivision Regulations be approved to allow the road right of way width to be thirty (30') feet wide for the subdivision streets and eighteen (18') feet wide

- for the two private streets serving Lots 20-23 and Lots 5 & 6 and to allow the proposed walking trail, twelve (12') foot wide and 2,300 feet in length, to be developed with a surface of natural materials, to meet the requirement for common open space based on the special circumstances of the subdivisions location and the provision for central sewer and water;
2. The proposed water system plans and sanitary sewer system plans be reviewed and approved by the Park View Sanitary District;
 3. That the Homeowners Association be responsible for the maintenance of the walking trail and that the trail be constructed prior to Final Plat approval;
 4. That a tree removal mitigation plan be submitted, if necessary, and approved in conjunction with the road construction plans;
 5. That a notice and disclaimer be submitted to be included with the private covenants that states the limitations on these lots regarding the size of houses to be constructed and such notice shall be reviewed and approved prior to filing with any Final Plat;
 6. That provision for turnarounds is provided at the end of the two private streets;
 7. That stormwater management, erosion and sediment control plans be submitted and approved by the County Engineer in conjunction with the road construction plans;
 8. The County Engineer review and approve all street construction plans prior to construction;
 9. The subdivision infrastructure improvements be completed or a surety bond posted prior to Final Plat approval; and
 10. The Planning and Zoning Commission conduct a public hearing for all Final Plat Reviews.

Vote: 4-0, Armstrong abstaining

PLANNING & DEVELOPMENT

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Timothy Huey
Director

To: Planning & Zoning Commission

From: Timothy Huey, Planning & Development Director

Date: April 28, 2017

Re: The Preliminary Plat of Valley Park View Subdivision

The Preliminary Plat for this property was submitted for review at the April 18 Planning Commission meeting. It was reviewed and tabled by the Planning Commission. The Commission voted (5-1, Gibson dissenting) to table the request until the May 2 P & Z meeting.

Staff's recommendation had been to approve this Preliminary Plat with the conditions:

1. The Planning Commission recommend approval of the three variations and exceptions to the Subdivision Regulations relative to road easement configuration, and the type of water service and waste water treatment provided to the subdivision;
2. That a tree removal mitigation plan be submitted, if necessary, and approved in conjunction with the road construction plans;
3. That a notice and disclaimer be submitted to be included with the private covenants that states the limitations on these lots regarding the size of houses to be constructed and the placement of drain fields not be within any drainage or utility easements. Such notice shall be reviewed and approved by the Health Department prior to filing with any Final Plat;
4. That stormwater management, erosion and sediment control plans be submitted and approved by the County Engineer in conjunction with the road construction plans;
5. That the road construction plans be submitted and approved by the County Engineer prior to any road construction;
6. That the private covenants to be filed with the Final Plat include a legal mechanism for road maintenance, open space and trail maintenance, and operation of any community water system or private water systems to serve these lots; and
7. The subdivision infrastructure improvements be completed or a surety bond posted prior to Final Plat approval.

A motion was made to amend the proposed conditions of approval to include a restriction that would prohibit the lots with frontages along Scott Park Road and 270th Street to install driveways on the two thoroughfares. Vote (amend the proposed conditions of approval): 6-0, All Ayes.

Following more discussion a motion was then made to table the request until the May 2nd meeting due to the unresolved questions regarding the septic systems and water system. Motion passed.

The applicant has met with staff to discuss various alternatives and has now requested this request again be tabled to allow additional time to address the various issues associated with this proposed subdivision. Staff would recommend that this Preliminary Plat be tabled until the June 6 Planning Commission meeting.

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Timothy Huey
Director

To: Planning & Zoning Commission

From: Timothy Huey, Planning & Development Director

Date: June 6, 2017

Re: Staff recommendation on the Preliminary Plat of Valley View Farms Subdivision

After meeting with staff on Tuesday, May 30th, the applicants submitted a revised plat with notes on the changes on Friday, June 2nd. The notes on the revised plat include:

1. The revised plat: includes thirty-one (31) lots – at the expense of a platted Park Area on the original proposal – since the revised proposal would no longer be restrained by a lack of sewer and water (see #2);
2. Includes sewer and water (final design not complete);
3. Includes a lift station (symbol for which is located on the western edge of the property line between Lots 3 and 4 on the revised plat);
4. Changes the hammerhead turnaround at the northwest corner of the development on the original proposal to a cul-de-sac;
5. And provides a 12' wide walking trail 2,296 feet in length as common open space.
6. The developers have discussed the proposal with the Park View Sewer and Water District.
7. The developers have talked to the Mayor of Long Grove.
8. The proposed roadway right-of-way width still varies from the Subdivision Regulations at thirty (30) feet, but the utility easements have been expanded from fifteen (15) to twenty-five (25) feet.

Staff has reviewed the amended Preliminary Plat and makes the following findings:

Road right of way width and turnarounds

Approval of this Preliminary Plat would require approval of a variance to the width requirements for road right of way and private streets. The plat would also require a variance to the turnaround requirement at the end of the two proposed private streets that serve no more than four (4) lots.

The R-1 zoning district regulations previously included provisions to reduce the minimum lots size below 30,000 square feet if central sewer was provided in a subdivision. The recent revisions to the zoning ordinance only addressed a smaller lot size when central sewer is provided in R-2 zoning districts and not R-1. By reducing the road right of way width from fifty feet to thirty feet the building area on these lots is increased by 15 feet in the front yard while still keeping the setback at 50 foot. Therefore these homes could be 15 feet closer to the road than in adjacent R-1 districts with on-site septic and 15 feet further back than the homes in Park View and Kaasa Heights that have central sewer. Also the area for public utilities is increased by

retaining a 25 foot wide utility easement on both sides of this 30 foot wide road right of way, resulting in an effective width of 80 feet for public use.

The four cul de sac turnaround bulbs shown at the end of these subdivision streets do comply with the requirements of 100 feet of right of way diameter and 80 feet diameter of pavement.

The two proposed private streets that are shared driveways for Lots 20-23 and Lots 5 & 6 show an 18 foot wide easement and driving surface and no turnaround bulb. Staff will recommend that some provision for a turnaround be provided at the end of both these private streets.

Open Space Requirements

The regulations require that subdivisions, with this number and size of proposed lots, provide 42,000 square feet of common open space. The proposed plat shows a 12 foot wide walking trail 2,296 feet in length resulting in 27,660 square feet of open space. The regulations do allow area points for a bike trail area to be doubled for a paved bike trail but only if a minimum of 10,000 square feet of other common open space is provided. In this case the applicant is not proposing any additional open space other than the trail and also is proposing that the trail be an unpaved walking nature trail. Therefore the applicant is asking that as a variance to the regulations that the walking trail be sufficient to meet the open space requirement.

Staff recommendation:

That the Preliminary Plat be approved with the following conditions:

1. A variance to the Subdivision Regulations be approved to allow the road right of way width to be thirty (30') feet wide for the subdivision streets and eighteen (18') feet wide for the two private streets serving Lots 20-23 and Lots 5 & 6 and to allow the proposed walking trail, twelve (12') foot wide and 2,300 feet in length, to be developed with a surface of natural materials, to meet the requirement for common open space;
2. The proposed water system plans and sanitary sewer system plans be reviewed and approved by the Park View Sanitary District;
3. That the Homeowners Association be responsible for the maintenance of the walking trail and that the trail be constructed prior to Final Plat approval;
4. That a tree removal mitigation plan be submitted, if necessary, and approved in conjunction with the road construction plans;
5. That a notice and disclaimer be submitted to be included with the private covenants that states the limitations on these lots regarding the size of houses to be constructed and such notice shall be reviewed and approved prior to filing with any Final Plat;
6. That provision for turnarounds is provided at the end of the two private streets;
7. That stormwater management, erosion and sediment control plans be submitted and approved by the County Engineer in conjunction with the road construction plans;
8. The County Engineer review and approve all street construction plans prior to construction;
9. The subdivision infrastructure improvements be completed or a surety bond posted prior to Final Plat approval; and
10. The Planning and Zoning Commission conduct a public hearing for all Final Plat Reviews.



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- Applicant:** Valley Construction
- Request:** Preliminary Plat of Valley Park View
- Legal Description:** Part of the SW ¼ of the SW ¼ of Section 30, Butler Township
- General Location:** Adjacent to Baughman Height's 3rd, 4th, 5th, & 8th Additions to the Northwest of Park View, East of Scott Park Road, surrounding the Butler Township Cemetery
- Zoning:** Residential Single-Family (R-1)
- Surrounding Zoning:**
- North:** Residential Single-Family (R-1)
 - South:** Park View Commercial (PV-C), Park View Residential (PV-R)
 - East:** Residential Single-Family (R-1)
 - West:** Agricultural-Preservation (A-P)

GENERAL COMMENTS: This request is for approval of a Preliminary Plat of a 30-lot major subdivision known as Valley Park View. The approximately 29-acre tract has frontage along Scott Park Road and 270th Street and, while it is zoned Residential Single-Family (R-1), it is currently being used for agricultural crop production. The tract is adjacent to Baughman Heights 3rd, 4th, 5th, & 8th residential subdivisions to the north and east, the Community Area Development (CAD) known as Park View to the south, and productive agricultural land to the west. The Butler Township Cemetery, which is zoned Agricultural-General (A-G), is located at the northeast intersection of Scott Park Road and 270th Street.

The applicant consulted with Planning and Development staff prior to submitting the Preliminary Plat for consideration by the Planning and Zoning Commission. The current proposed Preliminary Plat features a short cul-de-sac from 270th Street to provide access to four (4) proposed development lots, and a roadway from Scott Park Road that branches into two (2) cul-de-sacs, a hammerhead turn-around, and two (2) private driveway easements, one that would serve two (2) proposed development lots, the other four (4). A smaller (24,732 square feet) lot near the Scott Park Road entrance is designated Park Area and an easement has been proposed for a 2,315-foot Walking Trail.

STAFF REVIEW: Staff has reviewed this request for compliance with the requirements of the Subdivision Regulations and Zoning Ordinances. The Subdivision Regulations define a major plat as any subdivision not classified as a minor plat, including but not limited to subdivisions of five (5) or more lots, or any size plat requiring any new street or extension of public facilities, or the creation of any public improvements. For major plats, approval of a preliminary plat is required prior to any final plat submittal. Following a



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recommendation by the Planning Commission, the Preliminary Plat must be approved by the Board of Supervisors prior to the preparation of a final plat.

Zoning, Land Use, and Lot Layout

The proposed configuration of the 29-acre tract creates 30 development lots, each with the development right for one (1) single-family dwelling. The lots range in size from 81,874 square feet to the minimum lot size of 30,000 square feet, averaging approximately 40,768 square feet per lot. Eight (8) of the 30 lots (around 26%) are 30,355 square feet or less, two (2) of which are also triple-frontage lots with three (3) observed 50-foot front-yard setbacks (Lots 26 and 30). Lots 24, 25, and 27 along Scott Park Road (30,206, 30,200, and 30,030 square feet, respectively) are double-frontage lots with two (2) observed front-yard setbacks. The building envelopes for the double- and triple-frontage lots greatly limit the flexibility for house and accessory building placement.

Common Open Space

A major subdivision of the proposed density requires 10,000 square feet of open space for the first fifteen (15) lots, and 2,000 square feet for each additional lot, totaling 40,000 square feet of required open space. A 24,732 square foot lot near the Scott Park Road entrance is designated Park Area and an easement has been proposed for a 2,315-foot Walking Trail. The Subdivision Regulations incentivize the creation of such trail easements, in that the land area designated for the easement shall count double towards fulfilling the open space requirement. J+M Civil Designs, the firm that created the site design, calculated the trail easement area at approximately 23,150 square feet which doubled would total 46,300 square feet. Along with the Park Area, the total amount of calculated open space is approximately 71,032 square feet, well above the required amount of 40,000. The Public Notice that was sent out prior this Public Hearing incorrectly stated that the applicant was requesting a variance to the open space requirement, which was due to an oversight by Planning Staff not to include the trail area as part of that open space calculation.

Access and Roadway Improvements

The current proposed Preliminary Plat features a short cul-de-sac from 270th Street to provide access to four (4) proposed development lots, and a roadway from Scott Park Road that branches into two (2) cul-de-sacs, a hammerhead turn-around, and two (2) private shared driveway easements: One that would serve two (2) proposed development lots (Lots 5 and 6); the other four (4) lots (Lots 20 through 23), which is the maximum number of lots that can be serviced by a private shared driveway without the construction of a public roadway. The private shared driveway for Lots 20 through 23 is also an extension of a hammerhead turn-around rather than a standard cul-de-sac, which could create an obstacle for maneuvering emergency vehicles.



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The rights-of-way shown in the Preliminary Plat also vary from the right-of-way widths prescribed in the Subdivision Regulations: A typical section with drainage ditches should include 60 feet of right-of-way, 30 for the typical road surface and 30 for its accompanying utility and drainage infrastructure. Valley Park View has a designated 30-foot “road easement” with additional 15-foot wide “drainage and utility easements” adjacent to either side. As such, the proposal still creates a 60-foot wide public use area, but effectively reduces the front yard setback requirements set in the Zoning Ordinance since setbacks are measured from the edge of the *road* easement, not the utility easement.

Protection of Natural Vegetation Cover

Whenever a wooded site is to be developed, no more than fifteen percent (15%) of the naturally occurring canopy-tree cover shall be removed due to surface earth grading, roadway construction, building site clearance, or any other construction activity associated with subdivision site improvement. Whenever removal of more than fifteen percent (15%) of the naturally occurring vegetation cover is deemed necessary and unavoidable a mitigation replanting measure shall be implemented. Such mitigation shall require re-establishment of one (1) native tree of a similar specie to those removed for every three trees of three (3) inch caliper or greater removed or fatally damaged.

Staff would recommend that such a mitigation plan be submitted, if necessary, and approved in conjunction with the road construction plans.

Stormwater Management

The proposed Preliminary Plat has designated “Drainage and Utility Easements” along the lowest-lying areas of the development, which drain from west to east toward Baughman Heights 3rd, 4th, and 5th Additions, as well as two (2) designated “Stormwater Detention Areas.” The Subdivision Regulations require that such detention facilities be sufficient to capture the runoff of a “one-hundred (100) year storm”, calculated at post-developed rates and then to release the water at a rate so as not to exceed the volume produced by a “five (5) year storm” when measured at the pre-developed flow rates.

Erosion and Sediment Control Plan

Staff allowed the preparation and submittal of these plans to be deferred until the road construction plans were prepared and submitted. Road construction plans are not prepared until after Preliminary Plat approval and normally Erosion Control Plans are prepared in conjunction with such construction plans.

Wastewater Disposal and Water Provision

According to the Subdivision Regulations, “subdivisions containing fifteen (15) or more lots that are located within ½ mile of a public water utility (Park View Water Company water and sewage infrastructure is within ½ mile of this subdivision) shall extend water service from such utility when determined to be feasible,” and “subdivisions containing



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five (5) or more lots shall provide for a common water supply.” However, the proposed Preliminary Plat would not utilize wastewater disposal or water supply from the Park View Water Company and would instead rely on private on-site septic systems on each lot for wastewater, and either multiple wells to provide water to groups of lots or a large central well to serve the entire subdivision. The applicants intend to have a final decision on the water supply to share at the public hearing.

Due to site topography, lot sizes, and the requirements of the Subdivisions Regulations mentioned above, both the Health Department and Bi-State Regional Planning Commission expressed concerns about the practicality of installing compliant wastewater and water infrastructure for this subdivision. The comments provided by Bi-State are included with this staff report.

The comments provided by Jack Hoskins, Scott County Health Department stated:

A soils analysis was conducted throughout the proposed subdivision by A & E Soil Consultants to determine the viability of septic systems. According to the report, conventional systems should work on the majority of the lots if the lots are properly sized and the homes are not oversized for the lots. Allowing minimal lot sizes would create more of a challenge for installing conventional systems. Sand filter systems are only to be used when conventional systems will not work. Sand filters require a discharge which would be difficult on lots with minimal slope. These discharges would also have to be monitored annually. So, in reference to the question “Do we want to consider a special notice or requirement for sand filters on some of these lots?,” it would be a poor decision to consider allowing all sand filters in the subdivision.

In reference to your other question “Could a drain field be allowed to encroach into that utility and drainage easement?”, our distance separations refer to property lines not easements so we couldn’t prevent the encroachment. I would recommend that this be thought out carefully, you cannot have a system in a drainage way or too close to a drain tile. You also cannot install a system over or under utilities so once its installed, that area cannot be altered.

The developer says Park View water is no longer an option which only leaves them with 2 choices. One would be to drill a DNR permitted and monitored public well to serve the entire subdivision. Any septic system would need to maintain a 200 foot separation from this well. The other option would be to drill multiple private wells within the subdivision. A minimum of 5 wells would have to be drilled, serving no more than 6 homes each. These wells would have to have completely independent well associations consisting of people from the homes served. Each association must make its own decisions, be financially independent of the other associations and cannot be part of or controlled by the Homeowners Association. There can be absolutely no interconnection between these wells. Any septic system would only need to maintain a 100 foot separation from these wells.



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Staff would recommend that as a condition of any Preliminary Plat approval that a notice and disclaimer be prepared to be included with the private covenants that states the limitations on these lots regarding the size of houses to be constructed and the placement of drainfields not be within any drainage or utility easements. Such notice shall be reviewed and approved by the Health Department prior to filing.

Exceptions and Variances

The Subdivision Regulations state that whenever the tract proposed to be subdivided is of such unusual size or shape or is surrounded by such development or unusual conditions that the strict application of the requirements contained in this Chapter would result in substantial hardships or injustices, the Board of Supervisors upon recommendation of the Planning and Zoning Commission may modify or vary such requirements to the end that the subdivider is allowed to develop the property in a reasonable manner; provided, however, that all such variations and exceptions granted hereunder shall be in harmony with the intended spirit of this Chapter and granted with the view toward protecting the public interest and welfare. Any variance recommended by the Planning and Zoning Commission is required to be entered in writing in the minutes of the Planning and Zoning Commission and the reasoning on which the departure was justified shall be set forth.

Any approval of this proposed Preliminary Plat, as submitted, would require the Planning Commission to make its recommendation to the Board of Supervisors on three exceptions:

1. Approval of a 30 foot wide road easement with 15 foot wide drainage and utility easements adjacent to each side of the road easement;
2. Approval of waiving the requirement to extend a public water utility (Park View Water) to serve this subdivision; and
3. Approval of waiving the requirement to provide common waste water treatment facilities for a subdivision containing 30 lots when the median lot size is less than one (1) acre.

City of Long Grove Review

This property is within two miles of the Long Grove city limits. Therefore, review and approval of the Final Plat by the City of Long Grove is required. At this time, staff has notified the City of the Preliminary Plat submittal. The City had no comments at this time, and their consent/approval is not required until the Final Plat stage.

Others Notified

The Subdivision Ordinance requires additional notification of the following County Departments and local entities: Assessor, Auditor, Bi-State Regional Planning Commission, and District Soil Conservationist Staff.



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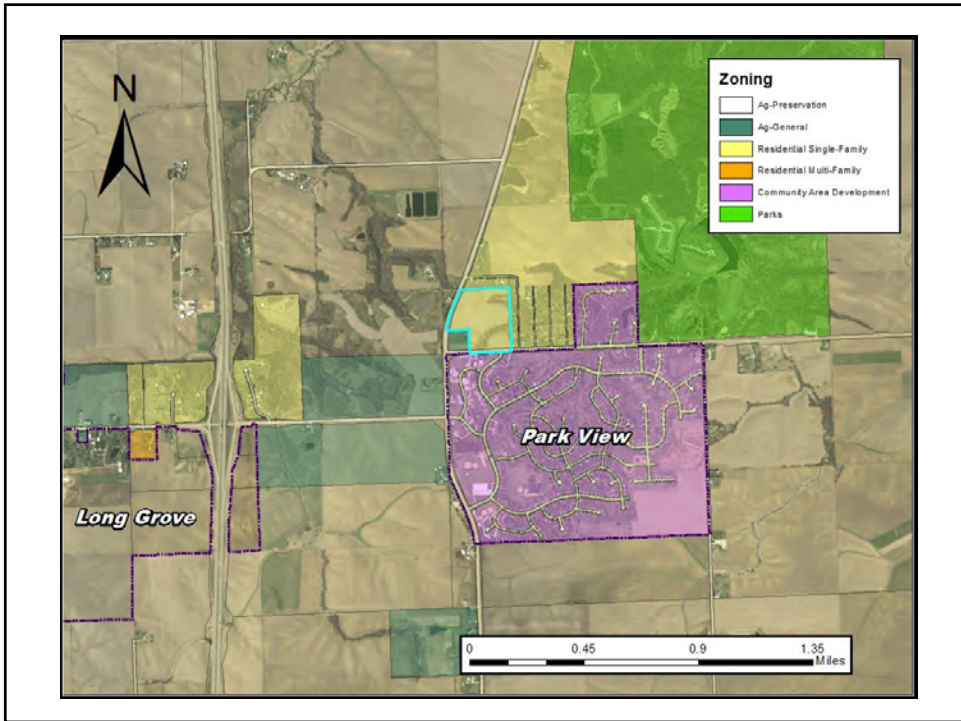
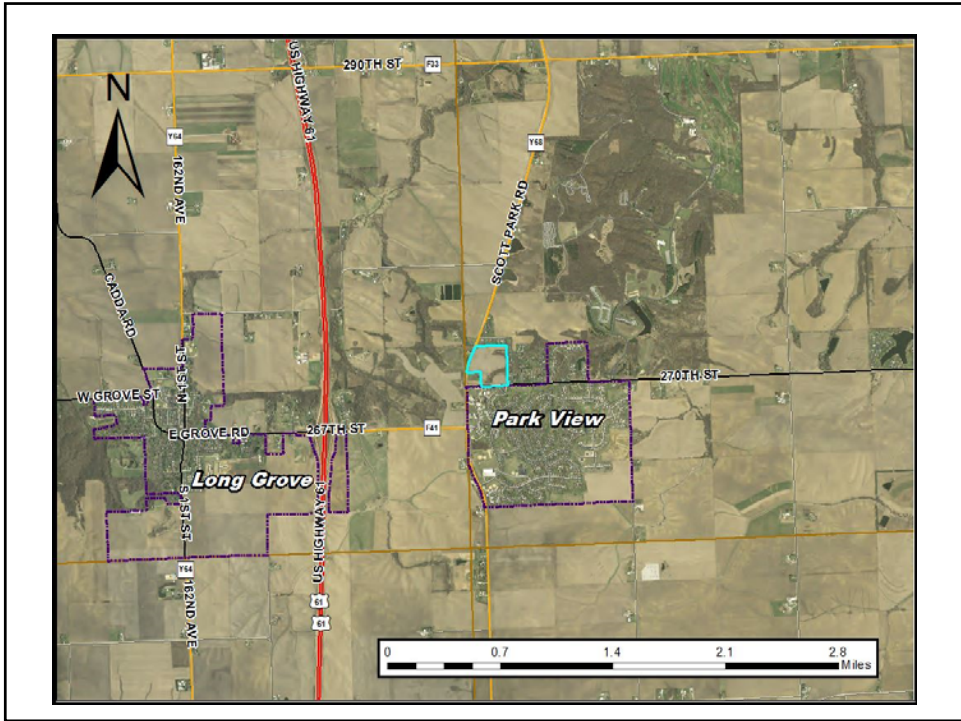


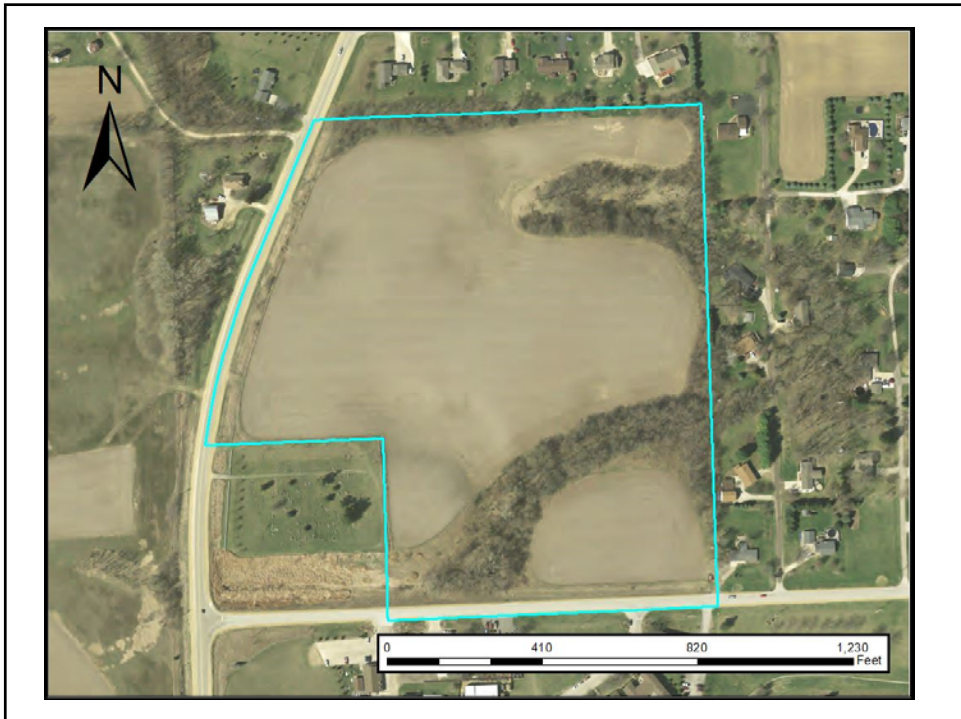
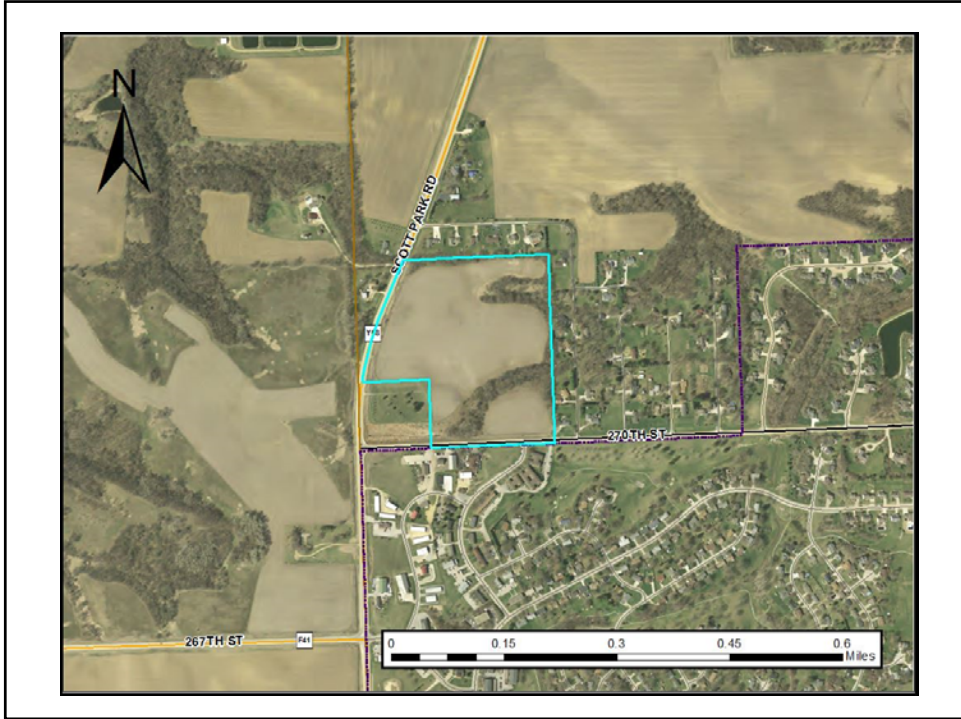
Staff also notified adjacent property owners within five hundred feet (500') of the public hearing before the Planning Commission. A neighboring property owner visited with staff to describe the current drainage problems experienced in Baughman Heights Additions, and to express concerns about emergency access to Lots 20 through 23, which would be accessed through a shared private drive.

RECOMMENDATION: Staff recommends that the Preliminary Plat of Valley Park View Subdivision be approved with the following conditions:

1. The Planning Commission recommend approval of the three variations and exceptions to the Subdivision Regulations relative to road easement configuration, and the type of water service and waste water treatment provided to the subdivision;
2. That a tree removal mitigation plan be submitted, if necessary, and approved in conjunction with the road construction plans;
3. That a notice and disclaimer be submitted to be included with the private covenants that states the limitations on these lots regarding the size of houses to be constructed and the placement of drain fields not be within any drainage or utility easements. Such notice shall be reviewed and approved by the Health Department prior to filing with any Final Plat;
4. That stormwater management, erosion and sediment control plans be submitted and approved by the County Engineer in conjunction with the road construction plans;
5. That the road construction plans be submitted and approved by the County Engineer prior to any road construction;
6. That the private covenants to be filed with the Final Plat include a legal mechanism for road maintenance, open space and trail maintenance, and operation of any community water system or private water systems to serve these lots; and
7. The subdivision infrastructure improvements be completed or a surety bond posted prior to Final Plat approval.

Submitted by:
Timothy Huey, Director
April 13, 2017











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

June 29, 2017

APPROVING THE PRELIMINARY PLAT OF VALLEY VIEW FARMS SUBDIVISION

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

Section 1. The Preliminary Plat of Valley View Farms is approved in accordance with the Planning and Zoning Commission’s recommendation with the following conditions:

1. A variance to the Subdivision Regulations be approved to allow the road right of way width to be thirty (30’) feet wide for the subdivision streets and eighteen (18’) feet wide for the two private streets serving Lots 20-23 and Lots 5 & 6 and to allow the proposed walking trail, twelve (12’) foot wide and 2,300 feet in length, to be developed with a surface of natural materials, to meet the requirement for common open space based on the specials circumstances of the subdivisions location and the provision for central sewer and water;
2. The proposed water system plans and sanitary sewer system plans be reviewed and approved by the Park View Sanitary District;
3. That the Homeowners Association be responsible for the maintenance of the walking trail and that the trail be constructed prior to Final Plat approval;
4. That a tree removal mitigation plan be submitted, if necessary, and approved in conjunction with the road construction plans;
5. That a notice and disclaimer be submitted to be included with the private covenants that states the limitations on these lots regarding the size of houses to be constructed and such notice shall be reviewed and approved prior to filing with any Final Plat;
6. That provision for turnarounds is provided at the end of the two private streets;
7. That stormwater management, erosion and sediment control plans be submitted and approved by the County Engineer in conjunction with the road construction plans;
8. The County Engineer review and approve all street construction plans prior to construction;
9. The subdivision infrastructure improvements be completed or a surety bond posted prior to Final Plat approval; and
10. The Planning and Zoning Commission conduct a public hearing for all Final Plat Reviews.

Section 2. This resolution shall take effect immediately.

PLANNING & DEVELOPMENT

500 West Fourth Street

Davenport, Iowa 52801-1106

Office: (563) 326-8643 Fax: (563) 326-8257

Email: planning@scottcountyiowa.com



Item #12

6/27/17

Timothy Huey
Director

To: Mahesh Sharma, County Administrator

From: Timothy Huey, Planning Director

Date: June 20, 2017

Re: **A request from Wapsi Willy's, LLC. to rezone 3.93 acres, more or less, from Neighborhood Commercial (C-1) to Commercial-Light Industrial (C-2) in part of the SE¼ of the NE¼ of Section 6 Butler Township.**

The Planning Commission unanimously recommended approval of this request in accordance with staff's recommendation. This request is to rezone a 3.93 acre parcel from "Neighborhood Commercial (C-1)" to "Commercial-Light Industrial (C-2)." The purpose of the rezoning is to allow the applicant's liquor license to be amended to allow outdoor sales of alcohol. The applicant has rehabilitated the Fairyland Ballroom that had operated on this site for many decades. He recently inquired about having outdoor recreation, such as sand volleyball, and outdoor sales of food and drinks. Operation of the facility as an indoor eating and drinking establishment is a permitted use in the existing C-1 zoning district, however outdoor recreation requires a C-2 zoning designation.

The Planning Commission held a public hearing on this request on May 2nd and voted to table the request until June 6th to allow time for the applicant to work out an agreement with neighboring property owners to address their concerns about parking, outdoor lightning and the hours of outdoor activity. The applicant has signed an agreement on to five (5) conditions recommended by the Planning Commission for the rezoning approval:

1. Any new lighting installed shall be confined to the west side of the building, facing away from the neighboring residences;
2. All outdoor activities shall cease by 10:00 P.M.;
3. No live bands shall play outdoors;
4. No camping shall take place on the property;
5. And that all access easements through the property be kept clear.

Prior to submitting this request to the Board of Supervisors the applicant has signed an agreement on those five (5) conditions that will be recorded in the land record for the property if this rezoning is approved.

PLANNING COMMISSION RECOMMENDATION: The Planning Commission recommends that the rezoning of this property from "Neighborhood Commercial (C-1)" to "Commercial-Light Industrial (C-2)." be approved with the five (5) conditions in the signed agreement based on its compliance with a preponderance of the criteria of the Revised Land-Use Policies:

PLANNING & DEVELOPMENT

600 West Fourth Street

Davenport, Iowa 52801-1106

E-mail: planning@scottcountyiowa.com

Office: (563) 326-8643 Fax: (563) 328-3242



Timothy Huey
Director

To: Planning & Zoning Commission

From: Timothy Huey, Planning & Development Director

Date: June 2, 2017

Re: Wapsi Willy's Rezoning Request

The rezoning request for the property at 18800 315th Street, Scott County Parcel #040623006, a 3.93-acre tract more or less, from "Neighborhood Commercial (C-1)" to "Commercial-Light Industrial (C-2)," described as Part of the SE ¼ of the NE ¼ of Section 6, T80N R4E (Butler Township) was submitted for review at the May 2nd Planning & Zoning Commission meeting. The Commission voted (7-0) to table the request until the June 6th meeting.

Staff's recommendation had been to approve the request without conditions based on its compliance with a preponderance of the criteria of the Revised Land Use Policies. Following the public hearing, in which five (5) nearby property owners spoke on the record against the request, and a discussion among commissioners, a motion was made to table the request until the June 6th meeting due to the lack of clarity of both the scope of the applicants' intended "outdoor recreation" activities, and of where the activities would take place on site. Motion passed.

Since the hearing, the applicants submitted what they describe as an "agreement made between Wapsi Willy's and neighbors," which lists two conditions: (1) That all outdoor events last no longer than 10:00 PM, and (2) that any new outdoor lighting installed must be turned off by 10:00 PM, except for lighting on the west side of the building. The agreement is signed only by the applicants, but staff has not received any written or verbal comments from the neighbors or other members of the public since the public hearing. Staff would recommend approval of the request with the conditions submitted by the applicants. Pursuant of Chapter 335 of the Iowa Code, these conditions would need to be formalized and signed by the applicants and submitted to the Scott County Board of Supervisors for consideration prior to their final decision.



PLANNING & ZONING COMMISSION

STAFF REPORT

May 2, 2017



- Applicant:** Wapsi Willy's, LLC.
- Request:** Rezone 3.93 acres, more or less, from Neighborhood Commercial (C-1) to Commercial-Light Industrial (C-2)
- Legal Description:** Part of the SE ¼ of the NE ¼ of Section 6, Township 80 North, Range 4 East of the 5th Principal Meridian (Butler Township)
- General Location:** Along the southern banks of the Wapsipinicon River on the east side of Scott Park Road, 2 ½ miles north of Scott County Park
- Existing Zoning:** Neighborhood Commercial (C-1)
- Surrounding Zoning:**
- North:** Residential Single-Family (R-1)
 - South:** Agricultural-Preservation (A-P)
 - East:** Residential Single-Family (R-1)
 - West:** Agricultural-General (A-G)

GENERAL COMMENTS: This request is to rezone approximately 3.93 acres from Neighborhood Commercial (C-1) to Commercial-Light Industrial (C-2). The applicant's petition states an intention to offer outdoor recreation in the form of volleyball, horseshoes, bags and the like at an existing bar-restaurant, which would be considered "outdoor recreational business" under the Zoning Ordinance. The C-1 Zoning District allows only indoor recreational business, and the C-2 Zoning District allows both indoor and outdoor recreational business.

Wapsi Willy's, as the bar-restaurant is known today, is the site of the former Fairyland Park Ballroom. With the original structures and additions dating back to 1920 according to the Scott County Assessment Report. The previous owner operated it as Fairylands Ballroom up until a few years ago and then only intermittently held events and receptions until it was sold to the current owner. It was remodeled and opened under its current name. At the time the building permit to remodel the building was issued a determination was made that the use had not been totally discontinued for greater than a year and therefore no Site Plan Review was required. Restaurants and drinking establishments are a permitted use in C-1 Neighborhood Commercial Districts.

STAFF REVIEW: Staff has reviewed this request for its adherence to the Scott County Zoning Ordinance and to the Scott County Land Use Policies. Any proposed changes in land use and zoning should comply with a preponderance of the applicable Scott County Land Use Policies.



PLANNING & ZONING COMMISSION

STAFF REPORT

May 2, 2017



The guidelines for reviewing rezoning proposals are outlined in the Scott County Land Use Policies as follows:

Is the development in compliance with the adopted Future Land Use Map?

The Future Land Use Map does not anticipate any land use changes in this area. Furthermore since this request is for a change from C-1 to C-2, the Future Land Use Map is not intended to address such a rezoning request.

Is the development on marginal or poor agricultural land?

The subject property has soils rated from around 5 to around 58 for Corn Suitability (CSR). The Scott County Land Use Policies consider CSR ratings of 60 and above “prime agricultural land,” so the property appears to meet this criterion. Additionally, the Wapsipinicon River has a wide floodplain with consistent seasonal flooding and permanent and semi-permanent marshlands. Being only a few hundred feet from the southern banks of the river, the subject property would not be ideal for agriculture.

Does the proposed development have access to adequately-constructed, paved roads?

The subject property’s main entrance is immediately east of Scott Park Road, a paved County road, so the request meets this criterion.

Does the proposed development have adequate provision for public or private sewer and water services?

The existing bar-restaurant utilizes a private well and septic system that are regularly monitored by the County Health Department. Since the rezoning request would accommodate outdoor recreation as opposed to an expansion of building capacity or change in use, the request meets this criterion.

Is the area near existing employment centers, commercial areas and does not encourage urban sprawl?

The request relates to an existing bar-restaurant that would not encourage sprawl nor require proximity to employment centers or commercial areas to accommodate additional residents, so the request meets this criterion.

Is the proposed development located where it is least disruptive to existing agricultural activities?

The location is surrounded by marshlands to the west, the Wapsipinicon River to the north, residential development to the east, and productive agriculture to the south. Rezoning to accommodate outdoor recreation would not disrupt the nearby agricultural activities any more than activities on the site presently do.

Does the area have stable environmental resources?

The property is located entirely within a designated 100 year floodplain. A permanent



PLANNING & ZONING COMMISSION

STAFF REPORT

May 2, 2017



floodwall has been built around the building. Previously when the site experienced seasonal flooding of the Wapsipinicon River and its tributaries the building was inundated with flood waters. The flood events also make accessing the site more difficult, if not impossible.

Is the proposed development sufficiently buffered from other less intensive land uses?

There are five residences located near this business all of which access their property by way of easement through this property. There is no buffering or screening between the residences and this building.

Is there a recognized need for such development?

The applicant has initiated this request due to their desire to have outdoor recreation on the site.

Staff has mailed notification to the adjacent property owners within five hundred feet (500') of this property of this hearing. A sign has also been placed on the property stating the date and time this request would be heard by the Planning and Zoning Commission. Staff has received a number of phone calls expressing objections and concerns with this request.

Staff also notified the County Engineer, County Health Department, Scott County soil conservationist, and Bi-State Regional Commission for review and comment. No comments have been received.

RECOMMENDATION: Staff recommends that the rezoning of this property from Neighborhood Commercial (C-1) to Commercial-Light Industrial (C-2) be approved based on its compliance with a preponderance of the criteria of the Revised Land-Use Policies.

Submitted by:
Timothy Huey, Director
April 28, 2017

Prepared by: Scott County Planning and Development, 600 West Fourth Street, Davenport Iowa

SCOTT COUNTY ORDINANCE NO. 17-_____

AN ORDINANCE TO AMEND THE ZONING MAP BY REZONING APPROXIMATELY 3.93 ACRES IN SECTION 6, BUTLER TOWNSHIP FROM NEIGHBORHOOD COMMERCIAL (C-1) TO COMMERCIAL-LIGHT INDUSTRIAL (C-2), ALL WITHIN UNINCORPORATED SCOTT COUNTY.

BE IT ENACTED BY THE BOARD OF SUPERVISORS OF SCOTT COUNTY IOWA:

Section 1. In accordance with Section 6-31 Scott County Code, the following described unit of real estate is hereby rezoned from Neighborhood Commercial (C-1) to Commercial-Light Industrial (C-2) to-wit:

Part of the Southeast Quarter of the Northeast Quarter of Section 6, in Township 80 North, Range 4 East of the 5th P.M., more particularly described as follows: Commencing at the SW corner of the SE ¼ of the NE ¼ of said Section 6; thence N. 89° 53'44" E. a distance of 562.56 feet; thence N. 00°06'16" W. a distance of 340 feet to a point of intersection on the S. line of real estate reserved by Rudolph Litscher and Grace M. Litscher, husband and wife, in a Real Estate Contract dated September 17, 1982, and recorded as Document No. 12355-82 in the office of the Recorder for Scott County, Iowa; thence S. 89°45'50" W. along said line a distance of 104.80 feet; thence N. 74°10'35" W. a distance of 270.24 feet; thence S. 89°45'50" W. a distance of 133.58 feet to a point on the easterly right of way line of U.S. Highway #61; thence S. along the easterly right of way line of said U.S. Highway #61 to the S. Line of the S. line of the SE Quarter of the NE Quarter of said Section 6. Subject to easements of record, including easements for ingress and egress, and easement for drainage granted to the Public by Easement dated September 17, 1982, recorded as Document No. 12354-82 in the office of Recorder for Scott County, Iowa.

Section 2. This ordinance changing the above described land to Commercial-Light Industrial is approved as recommended by the Planning and Zoning Commission.

Section 3. The County Auditor is directed to record this ordinance in the County Recorder's Office.

Section 4. Severability Clause. If any of the provisions of this Ordinance are for any reason illegal or void, then the lawful provisions of the Ordinance, which are separate from said unlawful provisions shall be and remain in full force and effect, the same as if the Ordinance contained no illegal or void provisions.

Section 5. Repealer. All ordinances or part of ordinances in conflict with the provisions of the Ordinance are hereby repealed.

Section 6. Effective Date. This Ordinance shall be in full force and effect after its final passage and publication as by law provided.

Approved this _____ day of _____ 2017.

Carol Earnhardt, Chair
Scott County Board of Supervisors

Roxanna Moritz, County Auditor

CONDITIONAL REZONING AGREEMENT

OWNER: WAPSI WILLY'S LLC

DATE APPROVED BY PLANNING & ZONING COMMISSION: JUNE 6, 2017

DATE APPROVED BY BOARD OF SUPERVISORS: _____

ACRES: 3.93

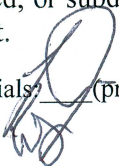
REZONED FROM: NEIGHBORHOOD COMMERCIAL (C-1) TO COMMERCIAL-LIGHT INDUSTRIAL (C-2)


We hereby accept and agree to the following conditions placed on the property described as Part of the Southeast Quarter of the Northeast Quarter of Section 6, in Township 80 North, Range 4 East of the 5th P.M., more particularly described as follows: Commencing at the SW corner of the SE ¼ of the NE ¼ of said Section 6; thence N. 89° 53'44" E. a distance of 562.56 feet; thence N. 00°06'16" W. a distance of 340 feet to a point of intersection on the S. line of real estate reserved by Rudolph Litscher and Grace M. Litscher, husband and wife, in a Real Estate Contract dated September 17, 1982, and recorded as Document No. 12355-82 in the office of the Recorder for Scott County, Iowa; thence S. 89°45'50" W. along said line a distance of 104.80 feet; thence N. 74°10'35" W. a distance of 270.24 feet; thence S. 89°45'50" W. a distance of 133.58 feet to a point on the easterly right of way line of U.S. Highway #61; thence S. along the easterly right of way line of said U.S. Highway #61 to the S. Line of the S. line of the SE Quarter of the NE Quarter of said Section 6. Subject to easements of record, including easements for ingress and egress, and easement for drainage granted to the Public by Easement dated September 17, 1982, recorded as Document No. 12354-82 in the office of Recorder for Scott County, Iowa for the benefit of real estate described therein:

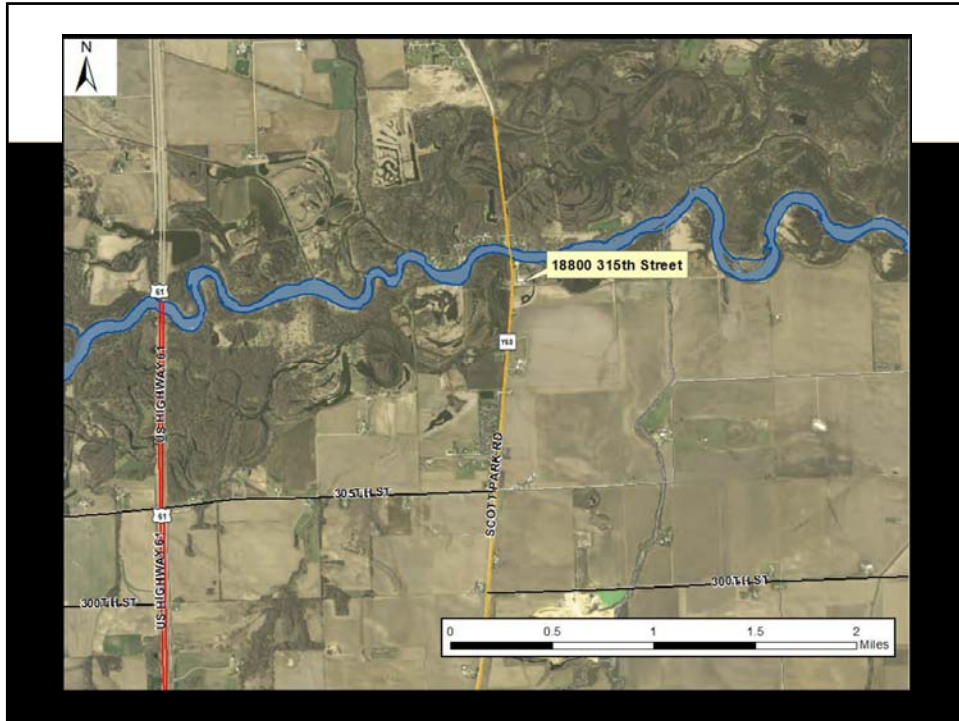
-
1. Any new lighting fixtures shall be confined to the west side of the principal building and shall be directed away from any nearby residences.
 2. All outdoor activities shall cease by 10:00 P.M.
 3. No bands or other musical entertainment shall play outdoors.
 4. No camping shall take place on the property.
 5. All easements of record for ingress and egress shall remain unobstructed by parked vehicles.

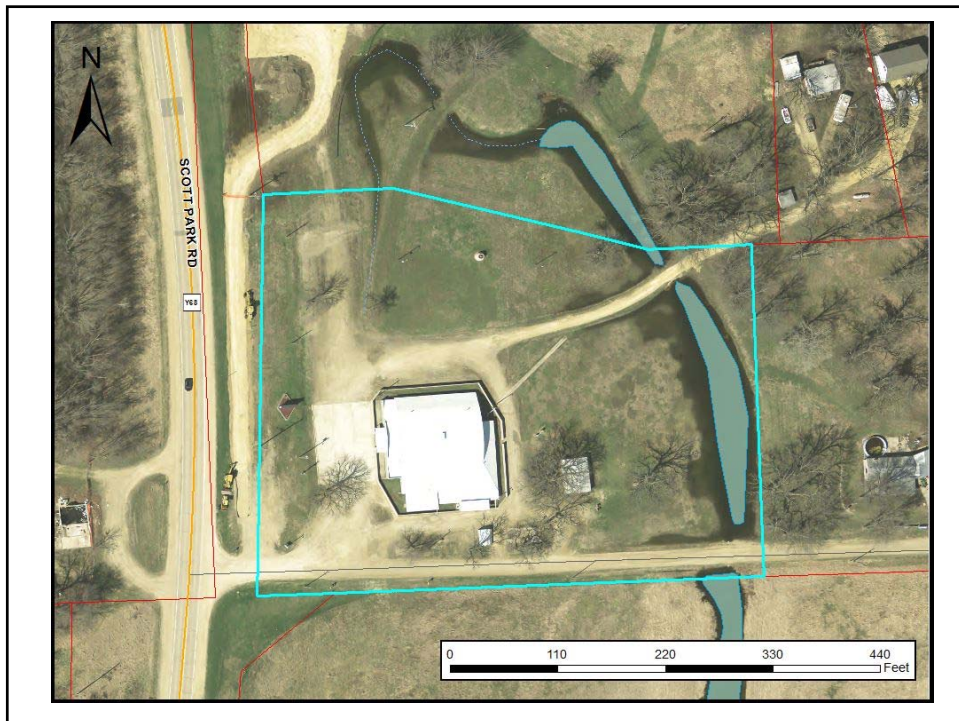
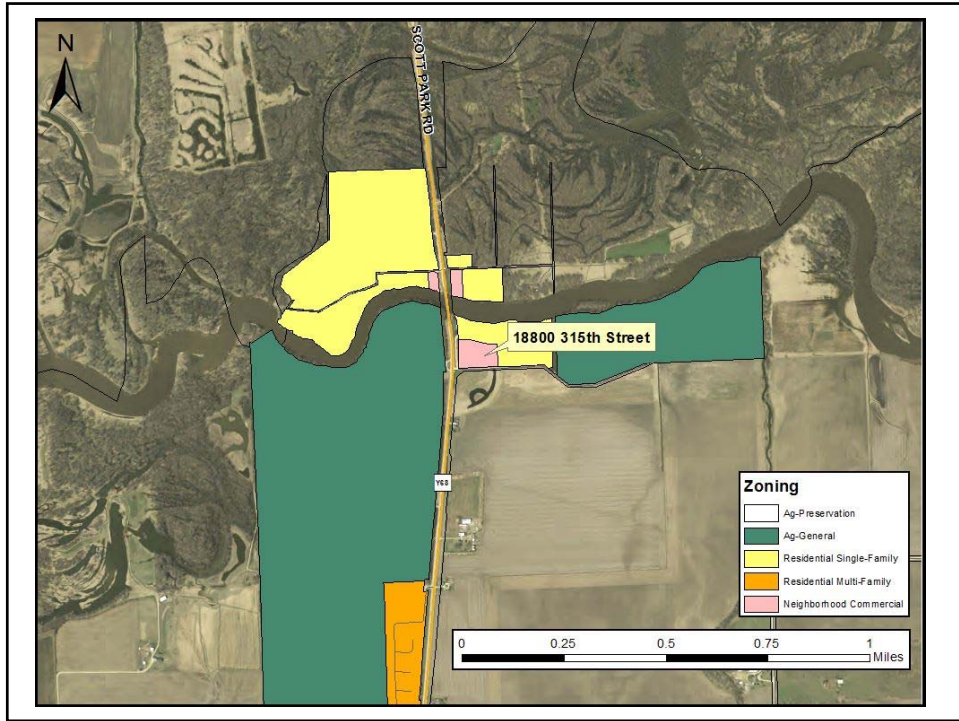
The owner and County acknowledge that in the event the subject property is transferred, sold, redeveloped, or subdivided, all redevelopment will conform with the terms of this Conditional Rezoning Agreement.

Page 1: Initials: _____ (Property owner)



 (Zoning Administrator)











Facility and Support Services

600 West 4th Street

Davenport, Iowa 52801-1003

fss @ scottcountyjowa.com

(563) 326-8738 Voice (563) 328-3245 Fax



June 14, 2017

To: Mahesh Sharma
Scott County Administrator

From: Chris Still, Maintenance Coordinator
Facility and Support Services

Subj: Proposal - Scott County Jail 10 year compressor overhaul - Centrifugal Chillers

Scott County Jail utilizes two large Centrifugal Chillers as a source of cooling for the entire Scott County Jail and Entrance Pavilion. These Chillers were purchased and installed as part of the Scott County Jail construction project to expand back in 2006. Facility & Support Services received notice from the manufacturer that these two Chillers were due for a factory recommended 10 year (40,000 hour) compressor overhaul as part of a complete planned maintenance program. Facility & Support Services did follow up and verify the need to overhaul Chiller compressors and do strongly recommend to proceed with this work by Factory Authorized Trane Technicians. These Chillers support a detention facility which has strict demands on temperature and cooling comfort for staff and housed inmates. The Chillers also support networking rooms, which house security electronic systems for Jail operations where cooling of the spaces is critical for their functionality. This planned maintenance renewal will aid in ensuring Chiller reliability, prolong Chiller life expectancy and will aid in preventing critical failures. Upon completion of this work a certificate providing parts and labor warranty of compressors, motor bearings, and lubrication system failures for up to five years will be issued to us. The scope of work is as follows...

- Remove and dispose of refrigerant and replace as per local laws and regulations
- Dismantle entire Centrifugal Compressor
- Analyze Refrigerant per Trane Laboratory
- Inspect and verify Inlet guide vane assembly, motor shaft, labyrinth seals and impellers
- Inspect motor to include rotar bar and provide resistance analysis of the motor
- Verify and adjust controls and measuring devices
- Inspect overload controls, contactors, wiring, and other starter components
- Clean, and inspect lubrication system
- Clean and inspect economizer and liquid line flanges
- Install new compressor motor bearings
- Speed balance rotor and impellers as one operating assembly prior to reassembly of the compressor
- Reassemble the centrifugal compressor, auxiliary vapor and liquid lines, and sight glasses with new gaskets

- Replace oil pump and motor
- Clean and verify purge
- Start a base line vibration analysis at startup
- Replace motor terminal board, and replace with approved gaskets, and terminal o – rings
- Replace relief valve carbon disk and gaskets
- Install IFM water flow sensors
- Chiller evacuation and leak test refrigerant lines
- Charge with new refrigerant
- Startup and perform operation check by certified Trane tech
- Verify operating parameters and adjust chiller to original specifications
- Install new Adaptive view chiller control panel and global connector kit.
- Provide warranty certificate on compressor, bearings, and lubrications systems via

This rebuild focuses on three major components of the Chillers that include the gaskets and seals, bearings, and compressor motors by way of a major inspection and internal overhaul.

I have reviewed the proposal and recommend that the Board approve the Chiller 10 year compressor overhaul for two Chillers at Scott County Jail, and award the proposal to Trane Company in the amount of \$190,000.00 (\$95,000.00 per chiller). This Chiller overhaul project is budgeted and will be funded from the Capital Improvements Budget. The overhaul project cost is less than our capital budgeted amount.

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

CC: Tammy Speidel

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

June 29, 2017

A RESOLUTION APPROVING AND AWARDING A SERVICE PROPOSAL TO TRANE COMPANY FOR A TEN YEAR OVERHAUL TO THE SCOTT COUNTY JAIL CHILLERS IN THE TOTAL AMOUNT OF \$190,000.00.

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

- Section 1. That the service proposal for a ten year overhaul to the Scott County Jail Chillers is hereby approved and awarded to Trane Company in the total amount of \$190,000.00.
- Section 2. That the Director of Facility and Support Services is hereby authorized to sign contract documents for the award on behalf of the Board of Supervisors.
- Section 3. This resolution shall take effect immediately.

Facility & Support Services

600 West Fourth Street
Davenport, Iowa 52801

(563) 326-8738 (Voice) (563) 328-3245 Fax



Item #14
6/27/17

~ Our Promise: Professional People, Solving Problems, High Performance

June 27, 2017

To: Mahesh Sharma
County Administrator

From: Chris Still, Maintenance Coordinator
Facility & Support Services

Subj: Service Agreement Scott County Chillers - HVAC

Facility and Support Services obtained pricing from Trane Co for periodic maintenance to six downtown chillers for a five year period. Due to the type of specialty services outlined in the scope of work, and their direct correlation with building automated systems we recommend services be performed only by Trane Certified Technicians.

This service contract will provide for onsite preventive maintenance support of six chillers that are the source of cooling for downtown campus locations that include the Scott County Admin Center, County Courthouse, County Jail, and Entrance Pavilion. The service contract is intended to provide a routine preventive/predictive maintenance service by factory authorized personnel in maintaining significant component pieces of our cooling systems. Coupled with our departments own preventive maintenance plan already in place to chemically treat water systems, clean condenser coils, replace fans and motors, adjust belts and perform routine repairs we are able to implement a planned maintenance program that ensures chiller reliability, prolongs equipment life, and aids to keep systems functioning at a high level.

While the service does not eliminate a larger repair or failure it does minimize failures and repairs by identifying them with onsite analysis before they happen. Services included in this agreement are (priority service, refrigerant management and lab analysis, vibration analysis, Trane Laboratory Analysis, alarm log review, advanced diagnostic review, seasonal startup, operational inspections, refrigerant usage, condenser tube cleaning, and system shutdown inspections.)

I have reviewed this proposal and recommend that the Board approve the five year service contract and award it to Trane Co in the amount of \$118,075.00 with an annual cost of \$23,615.00. By entering into a five year agreement our annual cost does not increase over the duration of this contract. This contract will run through FY'22. The Service contract is budgeted in the operational budget for Facility & Support Services.

Annual Cost FY'18 = \$23,615.00
Annual Cost FY'19 = \$23,615.00
Annual Cost FY'20 = \$23,615.00
Annual Cost FY'21 = \$23,615.00
Annual Cost FY'22 = \$23,615.00

Total Cost = \$118,075.00

I will be at the next Committee of the Whole meeting to discuss this recommendation further and to answer any questions you or the Board may have.

CC: Tammy Speidel

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

June 29, 2017

A RESOLUTION APPROVING THE AWARD OF A CONTRACT FOR MAINTENANCE SERVICES TO SCOTT COUNTY CHILLERS AND HVAC EQUIPMENT TO TRANE COMPANY IN THE TOTAL AMOUNT OF \$118,075.00.

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

- Section 1. That the contract for maintenance to Scott County Chillers and HVAC equipment is hereby approved and awarded to Trane Company in the total amount of \$118,075.00 as follows:
- Section 2. That FY18 annual cost is \$23,615.00.
- Section 3. That FY19 annual cost is \$23,615.00.
- Section 4. That FY20 annual cost is \$23,615.00.
- Section 5. That FY21 annual cost is \$23,615.00.
- Section 6. That FY22 annual cost is \$23,615.00.
- Section 7. That the Director of Facility and Support Services is hereby authorized to sign contract documents for the award on behalf of the Board of Supervisors.
- Section 8. This resolution shall take effect immediately.

Facility & Support Services

600 West Fourth Street
Davenport, Iowa 52801
(563) 326-8738 (Voice)

(563) 328-3245 Fax



~ Our Promise: Professional People, Solving Problems, High Performance

June 14 2017

To: Mahesh Sharma
County Administrator

From: Chris Still Maintenance Coordinator
Facility & Support Services

Subj: Service Agreement - Building Automation for Scott County HVAC Systems

Scott County Facility & Support Services uses a software based automation system in conjunction with a majority of our HVAC equipment located in County facilities. During the Annex rooftop, and roof replacement project we were able to implement a building automated solution, which now allows all of our sites to be viewed on the County network. The building automation system works in conjunction with the operation of our HVAC systems to provide building comfort, air quality, and energy efficiency. The automated system also provides an operational tool for the facilities department, that allows our maintenance staff and myself the ability to view our equipment through the graphical interface, schedule equipment, make necessary changes, and monitor the systems closely during the day and remotely outside of normal work hours.

Due to the complexity and increased technology our Automation Systems require regular periodic maintenance by a Trane Certified technician. Trane Certified technicians have the necessary access to review Trane software, to make programming changes, to validate/calibrate Trane controls and validate the operational integration between the HVAC equipment and graphical interface on the overall system. It is our recommendation these service only be performed by Trane Co for these reasons. Facility & Support Services worked with Trane Co to provide cost estimates for periodic Maintenance Service to BAS systems and pricing is as follows...

The first year contract cost is \$71,650.00; second year contract cost is \$75,650.00; and the third year through the fifth year contract cost is \$88,350.00 each year. The first two years cost less because some of the services remain covered under warranty from the Courthouse and Annex Construction Projects. This contract runs to the conclusion of FY'22.

This five year agreement allows us to lock in a service plan rate with no annual cost increase for the duration of this contract. Services included in this agreement are (analysis review, fire alarm sequencing, control loop tuning, sequence of operations, database backups, software updates, operator training, time and material for BAS component pieces, emergency response, Trane intelligent services,) and on-site quarterly inspections by a Trane certified technician to perform these services. This service agreement will cover automated systems at Scott County facilities, and our annual cost per location after review of past agreements only increased at the Scott County Courthouse where we added additional controls during construction. By entering into a five year agreement and restructuring this service contract we were able to reduce costs in some locations.

I have reviewed this proposal and recommend that the Board approve the five year contract and award it to Trane Co in the amount of the \$412,350.00. Service contracts are budgeted in the operational budget for Facility & Support Services.

Annual Cost FY'18 = \$71,650.00

Annual Cost FY'19 = \$75,650.00

Annual Cost FY'20 = \$88,350.00

Annual Cost FY'21 = \$88,350.00

Annual Cost FY'22 = \$88,350.00

Total Cost = \$412,350.00

I will be at the next Committee of the Whole meeting to discuss this recommendation further and to answer any questions you or the Board may have.

CC: Tammy Speidel

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

June 29, 2017

A RESOLUTION APPROVING THE AWARD OF A FIVE YEAR CONTRACT FOR MAINTENANCE TO BUILDING AUTOMATED SYSTEMS AND AWARDDING THE CONTRACT TO TRANE COMPANY IN THE TOTAL AMOUNT OF \$412,350.00.

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

- Section 1. That the contract for Maintenance to Building Automated Systems, is hereby approved and awarded to Trane Co in the total amount of \$412,350.00 as follows:
- Section 2. That FY18 annual cost is \$71,650.00.
- Section 3. That FY19 annual cost is \$75,650.00.
- Section 4. That FY20 annual cost is \$88,350.00.
- Section 5. That FY21 annual cost is \$88,350.00.
- Section 6. That FY22 annual cost is \$88,350.00.
- Section 7. That the Director of Facility & Support Services is hereby authorized to execute contract documents on behalf of the Scott County Board of Supervisors.
- Section 8. 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

June 29, 2017

APPROVING SALARY INCREASE FOR MAHESH SHARMA, COUNTY
ADMINISTRATOR

Section 1. That following the annual performance review of Mahesh Sharma, County Administrator a three percent (3%) general wage increase is hereby approved.

Section 2. This resolution shall take effect July 5, 2017.

MICHAEL J. WALTON
SCOTT COUNTY ATTORNEY
400 West Fourth Street
Davenport, Iowa 52801-1187
(563) 326-8600
michael.walton@scottcountyiowa.com



MEMO

June 20, 2017

TO: Board of Supervisors

RE: Firearms - State Preemption Law and County Policy

Scott County Policy 28 BB is affected by the new preemption law. The new law is poorly worded and vague. The law has not been tested or interpreted by a court, so much of my analysis is speculation.

The new law does not prohibit counties from having a policy regulating firearms. The new law creates liability for counties that have such a policy for any person “adversely affected” by the policy. What “adversely affected” actually means is unclear and will have to be decided by the courts. The law says persons “adversely affected” may file suit in the appropriate court for declaratory and injunctive relief for damages.

Scott County Policy 28 BB - Workplace Violence

This policy lists conduct that is prohibited including: “Possession of a weapon while on county property or while on county business, unless required for position.”

The scope of the policy pertains to elected officials, employees and the “general public conducting any type of business on or within county occupied buildings or property under control of Scott County.”

2017 Law regarding State preemption - Section 724.28, is amended to read as follows:

724.28 Prohibition of regulation by political subdivisions. (New language underlined)

1. As used in this section, “political subdivision of the state” means a city, county, or township.

2. A political subdivision of the state shall not enact an ordinance regulating the ownership, possession, legal transfer, lawful transportation, registration, or licensing of firearms when the ownership, possession, transfer, or transportation is otherwise lawful under the laws of this state. An ordinance regulating firearms in violation of this section existing on or after April 5, 1990, is void.

3. If a political subdivision of the state, prior to, on, or after July 1, 2017, adopts, makes, enacts, or amends any ordinance, measure, enactment, rule, resolution, motion, or policy regulating the ownership, possession, legal transfer, lawful transportation, registration, or licensing of firearms when the ownership, possession, transfer, transportation, registration, or license is otherwise lawful under the laws of this state, a person adversely affected by the ordinance, measure, enactment, rule, resolution, motion, or policy may file suit in the appropriate court for declaratory and injunctive relief for damages.

Liability to adversely affected persons

If 28 BB remains in place, two litigation scenarios are contemplated although others may apply. First scenario: a person attempts to bring a firearm on county property and is denied possession of the firearm. They may assert this adversely affects them in some manner and sue the county. Monetary damages would probably not be significant in this scenario. Injunctive relief could include the court ordering the county to change its policy to allow firearms on county property. However, the law states “injunctive relief for damages” so arguably the law contemplates the award of some amount of damages. The Court could also find that such a person is not adversely affected and deny injunctive relief and damages.

The second scenario carries higher risk. If a person, or persons, were killed or injured by someone on county property, the law allows them to sue the county claiming that if they were allowed to be armed with a firearm, death or injury would not have occurred. This is the part of the law that is most concerning. An injury or death would carry a high liability risk for the payment of damages by the county. Multiple deaths/injuries significantly increases that risk. We all hope and pray this scenario would never occur but we know that it does happen.

The balancing of these risks versus the risk to employees and the public of having persons armed with firearms is what almost all counties in Iowa are addressing. The legislature felt strongly enough about this issue to enact this law and clearly it was the intent of the

legislature to discourage governmental subdivisions from regulating firearms possession on their property.

Courthouse prohibition

On June 19, 2017 Chief Justice Cady of the Iowa Supreme Court entered a supervisory order banning weapons from courtrooms, court-controlled spaces, and public areas of courthouses and other justice centers occupied by the court system, except for peace officers while performing law enforcement duties. The order also states: “This order does not affect the authority of county or city officials to determine appropriate employment policies for their employees in county and city offices located in courthouses and other justice centers.”

This order prohibits the possession of weapons in the entire Scott County Courthouse. The Court entered this order pursuant to its “constitutional authority and responsibility to supervise and administer Iowa’s district courts.” It is possible this order will be legally challenged in the future.

Possession of a weapon

Scott County Policy 28 BB prohibits possession of a weapon on county property. The new law references only firearms. Presumably, the county could continue to prohibit possession of weapons, other than firearms, and not be exposed to the liability created by the new law.

Employees

Unlike the supervisory order, the new law does not treat employees differently from others. The law refers to “persons” so it would appear that prohibiting employees from possessing firearms exposes the county to the liability created by the statute. We have found no law that is contrary to this interpretation.

Conclusion

Scott County currently has policy 28 BB prohibiting possession of weapons on county property. Pursuant to the new law, this policy subjects the county to liability for declaratory and injunctive relief for damages for any person adversely affected by this policy. The new law is effective July 1, 2017 so the risk of liability begins on that date. In order to avoid the liability created by the new law, the Board would have to rescind policy 28 BB at least as it pertains to firearms.

BB. WORKPLACE VIOLENCE

Purpose

Scott County is committed to ensuring the highest standard of health and safety in the workplace for all employees, customers, vendors, contractors and the public while providing for the efficient and effective operation of Scott County.

Scope

This policy is applicable to the following:

The Scott County Board of Supervisors;

All employees responsible to the Scott County Board of Supervisors;

All employees responsible to a county elected office holder including elected office holder and deputies;

All employees not directly responsible to either the Board of Supervisors or an elected office holder and whose governing body and the Board of Supervisors has certified its applicability;

The general public conducting any type of business on or within county occupied buildings or property under control of Scott County.

Whenever the provisions of this policy are in conflict with the Code of Iowa, or with a collectively-bargained agreement between the County and a certified bargaining unit, the provisions of the collectively-bargained agreement and/or the Code of Iowa will prevail.

General Policy

Scott County does not tolerate any type of workplace violence committed by or against employees. Employees are prohibited from making threats or engaging in violent activities.

This list of behaviors, while not all inclusive, provides examples of conduct that is prohibited.

- Causing physical injury to another person;
- Making threatening remarks;
- Aggressive or hostile behavior that creates a reasonable fear of injury to another person or subjects another individual to emotional distress;
- Intentionally damaging employer property or property of another employee;
- Possession of a weapon, excluding firearms where possession would otherwise be legal, while on county property or while on county business, unless required for position.

It is the shared responsibility of department heads, supervisors, employees, customers, vendors, contractors and the public to take any threat or violent act seriously, and to report acts of violence or threats to appropriate authorities and the Risk Manager.

Any employee or agent of Scott County who violates this policy shall be subject to disciplinary action, up to and including dismissal from employment, exclusive of any civil and or criminal penalties that may be pursued.

Emergency Operations Team

The Emergency Operations Team is responsible for providing direction and decision making in any workplace violence situations. The Emergency Operations Team consists of the Assistant County Administrator or designee, Sheriff or designee and the Director of Facility and Support Services or designee and the Risk Manager. The Emergency Operations Team will be activated by Radio Room operation answering an internal emergency call. This team will also coordinate response to incidents of workplace violence, providing assistance to employees and information to the media as needed.

Reporting Procedures

Any potentially dangerous situations must be reported immediately to a supervisor or the Risk Manager. Reports can be made anonymously and all reported incidents will be investigated. Reports or incidents warranting confidentiality will be handled appropriately and information will be disclosed to others only if necessary. All parties involved in a situation will be counseled and the results of investigations will be discussed with them. Scott County will intervene at any indication of a possibly hostile or violent

situation.

Post Incident Reporting Procedures

All acts or incidents of violence are to be reported to the Risk Manager

Initial Incident Reports will be prepared by the individual(s) involved and forwarded within (1) one day of the incident to the Risk Manager

The Risk Manager will conduct a follow up investigation and final incident report providing a final copy to the Emergency Operations Team and County Administrator.

The Risk Manager will brief appropriate departments involved as to incident, final report, and deficiencies or corrections which may be utilized to prevent reoccurrence.

Employee Training

Mandatory bi-annual training for all County employees shall consist of, but is not limited to the content of this policy, aggression management techniques and measures employees can take to defuse workplace violence; including specific procedures the County has implemented to protect employees.

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

June 29, 2017

APPROVING CHANGES TO POLICY BB "WORKPLACE VIOLENCE"

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

Section 1. That Human Resources Policy BB "Workplace Violence" is modified to comply with state law.

Section 2. This resolution shall take effect immediately.

Community Services Department

600 W. 4th St.
Davenport, Iowa 52801



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

June 20, 2017

TO: Mahesh Sharma

FROM: Lori A. Elam

RE: Memorandum of Understanding between the Eastern Iowa MH/DS Region and Scott County regarding the CEO position

Enclosed is the proposed memorandum of understanding for the Regional CEO position.

During a Regional Strategic Planning session last fall, the region agreed to hire a permanent CEO. The current practice is to rotate the county CPC based on the county board chair. The Department of Human Services (DHS), in a report to the State Legislature dated December 1, 2016, strongly encouraged the regions to have a permanent CEO for consistency.

The Eastern Iowa Region Board requested letters of intent and resumes. There was only one submitted. The region conducted an interview on May 8, 2017. At the May Eastern Iowa Regional Governing Board meeting, the Board approved Lori Elam to serve as the CEO effective July 1, 2017.

Scott County will be the “employer of record” and salary/expenses will be split 90% regional and 10% county. The memorandum outlines the CEO and Region’s scope of services as well as the county scope of services. The manner of financing and terms of agreement have also been spelled out in the memorandum.

I will be available at the Committee of the Whole meeting for any questions.

**Memorandum of Understanding
Between Scott County and Eastern Iowa Mental Health Region**

This memorandum of understanding is entered into this 1st day of July, 2017, between Scott County, Iowa (hereinafter County) and Eastern Iowa Mental Health Region (hereinafter Region) regarding duties and expenses of the Region's Chief Executive Officer (hereinafter CEO).

Whereas, the Region has appointed Lori Elam as the CEO;

Whereas, the Region's 28E agreement states that CEO "shall be considered a shared employee of the Region/County, for employment purposed the CEO shall be considered an employee of the County of record";

Whereas, the County agrees to be the employer of record and pay 10% of the CEO's salary and expenses as outlined herein, the parties desire additional clarification;

Now therefore, in consideration of the mutual covenants and agreements hereinafter set forth, the parties agree as follows:

- I. CEO and Region Scope of Services
 - A. The job description for the CEO is attached and incorporated into this agreement. It is attached as Appendix A.
 - B. The CEO will continue to perform duties for the County that include but are not limited to general supervision over the Community Services Department and its staff. Oversight of the Community Services budget which includes general assistance, veterans' services, County authorized agencies (such as CASI, CHC and DHS), and general county business.
 - C. The CEO will continue to participate in community activities which have a benefit for the County so long as not in conflict with the Region.
 - D. The Region shall be solely responsible for setting the salary or wage adjustments of the CEO. The Region shall provide the County's Human Resources Department with written verification of any salary or wage adjustments prior to any personnel actions being effective. The County as employer of record will issue a bi-weekly pay advice less customary payroll deduction and perform other payroll related functions.
 - E. The Region shall provide the CEO with benefits including but not limited to health, dental, vision, life and LTD insurance equal to those

benefits provided to County Department Heads.

- F. The Region shall be solely responsible for conducting the performance evaluation of the CEO. The County may provide input to its representative on the Region Board of Directors.
- II. County Scope of Services
- A. The County will provide the CEO office space in order to perform her duties and administrative support of other County offices.
 - B. IT support may include:
 - i. Computer laptop/notebook solely for use regarding County/Region appointed official business and controlled by Scott County Information Technology;
 - 1. Scott County Information Technology is not responsible for network connectivity outside of the Scott County Network.
 - ii. General e-mail address Lori.Elam@scottcountyiowa.com for the Region and general e-mail address for CEO (Lori.Elam@scottcountyiowa.com).
 - iii. Cell phone access which links with the County mail server.
 - C. If the Region does not adopt a specific policy the County's General Policies and Human Resources Manual shall apply.
- III. Manner of Financing
- A. County agrees to bill the Region for 90% of the CEO's cost as it relates to salary and benefits annually.
 - B. The Region shall be charged 100% for all travel costs of the CEO. In the rare circumstance that the travel is solely related to County business the County will pay said expenses.
 - C. Discussion of funding support for the CEO will occur annually as part of the County and Region budget process; amendments during the fiscal year will only be considered when directly related to unexpected costs.
- IV. Term of Agreement: It is agreed to by the parties that this agreement may be terminated in any of the following ways:
- A. Either party may terminate the agreement by providing ninety (90) days written notice to the Chairperson of either party. If Scott County is the current Chairperson of the Region, said notice shall be delivered to the Vice Chairperson of the Region.

- B. Immediately upon separation (i.e. resignation, termination or death) of the CEO's at-will employment with the Region.

ENTIRE AGREEMENT

This Agreement is an independent document and supersedes any and all other Agreements, either oral or in writing, between the parties hereto.

PARTIAL INVALIDITY

If any provision of this Agreement is held by a Court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.

GOVERNING LAW AND JURISDICTION

This Agreement shall be governed by, and construed under, the laws of the State of Iowa. Jurisdiction and venue for all purposes shall be in the County of Scott, State of Iowa.

For and on behalf of the Scott County Board of Supervisors:

By: _____
Chairperson

For and on behalf of Eastern Iowa Mental Health Region:

By: _____
Chairperson

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

JUNE 29, 2017

APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN SCOTT COUNTY AND THE EASTERN IOWA MENTAL HEALTH/DISABILITY SERVICES REGION REGARDING THE DUTIES AND EXPENSES OF THE REGION'S CHIEF EXECUTIVE OFFICER (CEO)

BE IT RESOLVED BY the Scott County Board of Supervisors and the Eastern Iowa MH/DS Region as follows:

Section 1. The two entities enter into a memorandum of understanding regarding duties, responsibilities and expenses of the Regional CEO,

Section 2. This resolution shall take effect July 1, 2017.

TIM LANE
Scott County Sheriff

Item #19
6/27/17

SHAWN ROTH
Chief Deputy Sheriff



BRYCE SCHMIDT
Chief Deputy Sheriff

EMERGENCY 9-1-1
(563) 326-8625
(563) 326-8689 (FAX)

400 West 4th Street
Davenport, Iowa 52801-1104

www.scottcountyiowa.com/sheriff
sheriff@scottcountyiowa.com

Date: June 27, 2017
Memo To: Board of Supervisors
From: Sheriff Tim Lane

REF: Increase Sheriff's Office Fees

The General Assembly of the State of Iowa has enacted Senate File 501 relating to certain fees collected by the County Sheriff. Due to those increases, I would like to begin charging fees and/or increase fees for services that have not been mandated by the State, and am asking for Board approval for the following fees.

	<u>Current Fee</u>	<u>Proposed Fee – July 1, 2017</u>
Postponement of Sheriff Sale	\$ 25.00 each	\$ 50.00 each
Cancel Sheriff Sale	\$ 50.00 each	\$ 100.00 each
Set Out Fee	\$ 0	\$ 50.00

Thank you.

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

June 29, 2017

APPROVAL OF THE INCREASE OF SHERIFF'S OFFICE FEES FOR SHERIFF SALES
AND SET OUTS.

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

- Section 1. That the proposed increase of fees for postponement of a sheriff sale increase from \$25.00 to \$50.00, cancellation of a sheriff sale increase from \$50.00 to \$100 and a set out fee be approved for \$50.00 by the Sheriff's Office is hereby approved as presented.
- Section 2. This resolution shall take effect immediately.

INFORMATION TECHNOLOGY

416 West Fourth Street
Davenport, Iowa 52801-1187

Ph: (563) 328-4100 Fax: (563) 326-8669
www.scottcountyiowa.com



June 19, 2017

To: Mahesh Sharma, County Administrator
From: Matt Hirst, Information Technology Director
Subject: Approval of Telephone Upgrade Project

Bids have been received for the upgrde of the Cisco telephone system utilized by Scott Emergency Communications Center (SECC) and Scott County. Additionally, professional services and hardware are included to facilitate the Scott County Library use of this telephone system.

The Cisco telephone system originally deployed in 2010 provides an administrative phone system at SECC as well as the County and State of Iowa Offices to which the County provides phone service. The system employs current technology including Voice over Internet Protocol (VoIP), Power over Ethernet (PoE) and Unified Communications (UC) as well as provides growth capabilities for the next decade or longer.

The bid summary is as follows:

Company	Scott County Costs	Scott Library Costs	Total
Burwood	\$ 80,730.54	\$ 17,039.20	\$ 97,169.74
One Neck	\$ 86,850.20	\$ 24,236.18	\$ 111,086.38
AOS	\$ 138,976.80	\$ 24,901.53	\$ 163,878.33
McGladrey	\$ 149,738.00	\$ 15,300.00	\$ 165,038.00
Lumenate	\$ 168,568.55	\$ 44,625.76	\$ 213,194.31

It is recommended that the Board authorize the IT Director to sign agreements with Burwood for telephone project hardware and professional services totaling an amount not to exceed \$97,169.74.

Budget dollars are available in the Scott County Capital Improvement Program budgets to fund the cost of this project.

Encl: (4)

QUOTATION

Burwood Group, Inc.
 125 S. Wacker Dr., Suite 2950
 Chicago, IL 60606
 (312) 327-4600



Quoted to:

Sam Samara
 Scott County
 400 W Fourth Street
 Davenport, IA 52801

Ship to:

Scott County
 Sam Samara
 400 W Fourth Street
 Davenport, IA 52801
 PO#

Quote Number:
CHI42368-A

Quote Date:
 6/12/2017

Scott County - Cisco IP Phones 8841, 8851,
 8865 - 03-24-17

Customer ID	Good Through	Payment Terms	Sales Representative
SCOCOU	4/23/2017	Net 30	wjudkins

Here is the quote you requested.

Line #	Qty	Item	Type	Description	Unit Price	Ext. Price
1	21	CP-8841-K9=	HW/SW	Cisco IP Phone 8841	\$247.20	\$5,191.20
2	2	CP-8851-K9=	HW/SW	Cisco IP Phone 8851	\$295.20	\$590.40
3	2	CP-BEKEM=	HW/SW	Cisco IP Phone 8800 Key Expansion Module	\$235.20	\$470.40
4	6	CP-PWR-CUBE-4=	HW/SW	IP Phone power transformer for the 89/9900 phone series	\$31.20	\$187.20
5				SubTotal		\$6,439.20

Did you know Burwood Group offers proactive monitoring and management for the same products you purchase from us? Would you like to see an estimated cost? For more information, please contact your Burwood Account Executive or email support@burwood.com.

SubTotal	\$6,439.20
Sales Tax	\$0.00
Shipping	\$0.00
Total	\$6,439.20

Please contact me if I can be of further assistance.

The Burwood Group, Inc. Standard Terms and Conditions of Sale document shall be a part of this quotation. Upon the purchase of the goods by Buyer, Buyer shall receive the warranty provided by the original manufacturer and Buyer shall rely on the original manufacturer's warranty for any and all defects. To accept this quotation, please FAX or e-mail a Purchase Order to your sales representative. FAX: (312) 327-4601

Approved by: _____ Date: _____ Purchase Order Number: _____

BURWOOD GROUP, INC. STANDARD TERMS AND CONDITIONS OF SALE

THE TERMS AND CONDITIONS SET FORTH BELOW CONSTITUTE THE ENTIRE AGREEMENT BETWEEN BURWOOD GROUP, INC. AND CUSTOMER WITH RESPECT TO THE PURCHASE OF THIRD-PARTY PRODUCTS OR SOFTWARE ("PRODUCTS") OR THIRD-PARTY MAINTENANCE SERVICES ("MAINTENANCE") IDENTIFIED IN THE ATTACHED QUOTE UNLESS A SIGNED AND EFFECTIVE WRITTEN AGREEMENT FOR THE PURCHASE OF SUCH PRODUCTS, MAINTENANCE AND/OR SERVICES IS IN EFFECT BETWEEN CUSTOMER AND BURWOOD GROUP, INC. IN THE EVENT OF A CONFLICT BETWEEN SUCH AN AGREEMENT AND THESE STANDARD TERMS AND CONDITIONS OF SALE, SUCH AGREEMENT SHALL CONTROL.

- 1. TRADE INS.** If a Customer Order includes a trade-in allowance then Customer shall comply with the return requirements of the manufacturer's trade in agreement. Any such trade-in goods must be received by the manufacturer on or before the date specified in the trade in agreement or, if no such agreement exists, by the sooner of the date specified in a Quote or sixty (60) days from delivery of the replacement goods. If Customer fails to return trade-in goods as required the trade-in allowance shall be forfeited and Customer will pay Burwood Group for the trade in allowance amount.
- 2. PAYMENT AND INVOICING TERMS.** Payment in full of all invoices is due based on the terms printed on the invoice. Invoices for Products are issued upon shipment of Products from the manufacturer. Burwood Group has the right to charge a late payment fee of one and one half percent (1.5%) of the outstanding balance per month for each month, or partial month, any undisputed invoice remains unpaid beyond its due date, provided customer is given notice of delinquency and at least 10 days to cure. Customer will pay any attorney or collection fees incurred by Burwood Group to effect settlement of any undisputed past due invoice.
- 3. SHIPPING AND DELIVERY.** All shipments by Burwood Group are F.O.B. origin or as may be applicable under the International Delivery terms below. Title and risk of loss to Products shall pass to Customer upon delivery to the common carrier. Customer is responsible for all freight, handling and insurance charges which shall be in addition to the price of the Products in the Quote. The carrier is not an agent of Burwood Group and in no event shall Burwood Group have any liability for loss or damage during shipment. Customer shall accept and pay for partial shipments of Products.
- 4. SECURITY INTEREST.** Customer hereby grants and Burwood Group, Inc. retains a security interest in all Products purchased hereunder, and such security interest is released when payment in full is received by Burwood Group, Inc. Burwood Group shall maintain ownership of all products, even if they have been delivered to the Customer, until payment for the order has been fully received and retained.
- 5. RETURN POLICY.** All sales are final other than for Products that do not meet manufacturer specifications or that are not included in the Customer Order. Customer must notify Burwood Group of any damaged or defective Products or discrepancy in shipment quantity or type and request a Return Material Authorization ("RMA") consistent with the manufacturer's return policies. All RMA's issued are valid for the period of time allowed by the manufacturer after which time the RMA will be cancelled. No return of Products will be accepted without an RMA. A credit for properly returned items less any restocking or other related charges imposed by the applicable third party manufacturer or supplier will be entered against the original invoice for the returned items. Products returned due to a shipping error or in accordance with warranty terms are not subject to restocking fees. Customer must ship returned Products prepaid to the specified warehouse location. Burwood Group will reimburse Customer's shipping costs for Products returned due to a shipping error. Returned Products must be in the original shipping cartons, undamaged, unused and unaltered. Opened software is not returnable
- 6. WARRANTY.** All Products and Maintenance purchased hereunder are subject to the warranties provided by the manufacturer. Burwood Group hereby warrants that it has the right to sell these products and transfer to Customer such warranties Burwood Group receives from the applicable manufacturer. Burwood Group, Inc. agrees only to provide/install equipment/materials that are covered by manufacturer's warranties. EXCEPT AS SET FORTH IN THIS PARAGRAPH, ALL PRODUCTS AND MAINTENANCE ARE PROVIDED "AS IS" AND BURWOOD GROUP DISCLAIMS ANY AND ALL WARRANTIES AND REMEDIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES OF MERCHANTABILITY, SUITABILITY AND FITNESS FOR A PARTICULAR PURPOSE OR USE.
- 7. LIMITATION OF LIABILITY.** NOTWITHSTANDING ANYTHING ELSE HEREIN, ALL LIABILITY OF BURWOOD GROUP UNDER THIS AGREEMENT OR OTHERWISE SHALL BE LIMITED TO MONEY PAID TO BURWOOD GROUP UNDER THIS AGREEMENT DURING THE SIX (6) MONTH PERIOD PRECEDING THE EVENT OR CIRCUMSTANCES GIVING RISE TO SUCH LIABILITY AND IN THE CASE OF DAMAGES RELATING TO ANY ALLEGEDLY DEFECTIVE PRODUCT SHALL, UNDER ANY LEGAL OR EQUITABLE THEORY, BE FURTHER LIMITED TO THE PURCHASE PRICE PAID BY CUSTOMER FOR SUCH PRODUCT. IN NO EVENT SHALL BURWOOD GROUP BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES, LOST PROFITS, OR LOST DATA, OR ANY OTHER INDIRECT DAMAGES EVEN IF BURWOOD GROUP HAS BEEN INFORMED OF THE POSSIBILITY THEREOF.
- 8. MAINTENANCE.** Any Maintenance resold by Burwood Group hereunder, including but not limited to Cisco SmartNet, is subject to the terms and conditions for such services identified by the third party provider. Burwood Group is not a party to any such third party terms and conditions.
- 9. SOFTWARE.** Any software delivered under this Agreement is subject to the license terms provided with it. All software license terms are established directly between the Customer and the owner or licensor of the software. Burwood Group is not a party to any such software license and makes no warranties or representations related to the ownership, use or operation of the software. For sales tax purposes, the signed quote or master agreement shall include acceptance of the manufacturer's license agreement.
- 10. SALES AND USE TAX.** Customer is responsible for any sales or use taxes for products/services delivered to locations where Burwood Group does not have nexus or assume collection responsibility. If customer claims an exemption from such taxes, customer shall provide copies of such certification of exemption upon request of the Burwood Group, Inc.

QUOTATION

Burwood Group, Inc.
125 S. Wacker Dr., Suite 2950
Chicago, IL 60606
(312) 327-4600



Quoted to:
Sam Samara
Scott County
400 W Fourth Street
Davenport, IA 52801

Ship to:

Scott County
Sam Samara
400 W Fourth Street
Davenport, IA 52801
PO#

Quote Number:
CHI42260-D

Quote Date:
6/12/2017

Scott County_Cisco UC project_3-20-2017

Customer ID	Good Through	Payment Terms	Sales Representative
SCOCOU	4/19/2017	Net 30	wjudkins

Here is the quote you requested.

Line #	Qty	Item	Type	Description	Unit Price	Ext. Price
1	2	BE7M-M4-K9	HW/SW	Cisco Business Edition 7000M Svr (M4), Export Restricted SW	\$12,276.00	\$24,552.00
2	2	CON-ECMU-BE7MM4K9		1 YEAR SMARTNET SWSS UPGRADES Cisco Business Edition 7000M Server, Exp	\$0.00	\$0.00
3	4	CAB-9K12A-NA	HW/SW	Power Cord, 125VAC 13A NEMA 5-15 Plug, North America	\$0.00	\$0.00
4	2	BE7K-SW-10X11X-K9	HW/SW	Media (no lic) for Cisco Collaboration 10.x 11.x	\$0.00	\$0.00
5	2	VMW-VS6-FND-K9	HW/SW	Embedded License, Cisco UC Virt. Foundation 6.x (2-socket)	\$1,199.52	\$2,399.04
6	2	CON-ECMU-VMWVS6FN	Support/Maint	1 YEAR SMARTNET SWSS UPGRADES Embedded License, Cisco UC Virt. Foundat	\$255.00	\$510.00
7	4	CIT2-PCIE-1RJ45	HW/SW	Intel i350 Quad Port 1Gb Adapter	\$0.00	\$0.00
8	24	CIT2-HD300G10K12G	HW/SW	300GB 12G SAS 10K RPM SFF HDD	\$0.00	\$0.00
9	2	CIT2-PCI-1B-240M4	HW/SW	Right PCIe Riser Board (Riser 1) (3 x8) for 6 PCI slots	\$0.00	\$0.00
10	2	CIT2-CPU-E52680D	HW/SW	2.50 GHz E5-2680 v3/120W 12C/30MB Cache/DDR4 2133MHz	\$0.00	\$0.00
11	2	R2XX-RAID5	HW/SW	Enable RAID 5 Setting	\$0.00	\$0.00
12	8	CIT2-MR-1X162RU-A	HW/SW	16GB DDR4-2133-MHz RDIMM/PC4-17000/dual rank/x4/1.2v	\$0.00	\$0.00
13	2	CIT2-MRAID12G	HW/SW	Cisco 12G SAS Modular Raid Controller	\$0.00	\$0.00
14	2	CIT2-MRAID12G-1GB	HW/SW	Cisco 12Gbps SAS 1GB FBWC Cache module (Raid 0/1/5/6)	\$0.00	\$0.00
15	4	CIT2-PSU2V2-1200W	HW/SW	1200W V2 AC Power Supply for 2U C-Series Servers	\$0.00	\$0.00
16				SubTotal		\$27,461.04

Line #	Qty	Item	Type	Description	Unit Price	Ext. Price
17	1	EMRGN-CY-RSPNDR	HW/SW	Emergency Responder Electronic or Physical Software Delivery	\$0.00	\$0.00
18	1	CON-ECMU-EMRGN-CY	Support/Maint	1 YEAR SMARTNET SWSS UPGRADES EMRGN-CY RSPNDR	\$0.00	\$0.00
19	1	ER-NEW-OR-ADDON	License	Not an upgrade	\$0.00	\$0.00
20	1,015	ER11-USR-1	License	EMRGN-CY RSPNDR USR LIC 1 PHN FOR NEW 11X SYSTEM	\$9.60	\$9,744.00
21	1,015	CON-ECMU-ER11USR1	Support/Maint	1 YEAR SMARTNET SWSS UPGRADES EMRGN-CY RSPNDR USR LIC 1 PHN FOR NEW 11X	\$1.70	\$1,725.50
22	1	ER11.5-SW-K9	HW/SW	EMRGN-CY RSPNDR 11.5 SW NEW	\$0.00	\$0.00
23	1	ER11-PAK	License	EMRGN-CY RSPNDR 11.X PAK	\$0.00	\$0.00
24				SubTotal		\$11,469.50

Did you know Burwood Group offers proactive monitoring and management for the same products you purchase from us? Would you like to see an estimated cost? For more information, please contact your Burwood Account Executive or email support@burwood.com.

SubTotal	\$38,930.54
Sales Tax	\$0.00
Shipping	\$0.00
Total	\$38,930.54

Please contact me if I can be of further assistance.

The Burwood Group, Inc. Standard Terms and Conditions of Sale document shall be a part of this quotation. Upon the purchase of the goods by Buyer, Buyer shall receive the warranty provided by the original manufacturer and Buyer shall rely on the original manufacturer's warranty for any and all defects. To accept this quotation, please FAX or e-mail a Purchase Order to your sales representative. FAX: (312) 327-4601

Approved by: _____ Date: _____ Purchase Order Number: _____

BURWOOD GROUP, INC. STANDARD TERMS AND CONDITIONS OF SALE

THE TERMS AND CONDITIONS SET FORTH BELOW CONSTITUTE THE ENTIRE AGREEMENT BETWEEN BURWOOD GROUP, INC. AND CUSTOMER WITH RESPECT TO THE PURCHASE OF THIRD-PARTY PRODUCTS OR SOFTWARE ("PRODUCTS") OR THIRD-PARTY MAINTENANCE SERVICES ("MAINTENANCE") IDENTIFIED IN THE ATTACHED QUOTE UNLESS A SIGNED AND EFFECTIVE WRITTEN AGREEMENT FOR THE PURCHASE OF SUCH PRODUCTS, MAINTENANCE AND/OR SERVICES IS IN EFFECT BETWEEN CUSTOMER AND BURWOOD GROUP, INC. IN THE EVENT OF A CONFLICT BETWEEN SUCH AN AGREEMENT AND THESE STANDARD TERMS AND CONDITIONS OF SALE, SUCH AGREEMENT SHALL CONTROL.

- 1. TRADE INS.** If a Customer Order includes a trade-in allowance then Customer shall comply with the return requirements of the manufacturer's trade in agreement. Any such trade-in goods must be received by the manufacturer on or before the date specified in the trade in agreement or, if no such agreement exists, by the sooner of the date specified in a Quote or sixty (60) days from delivery of the replacement goods. If Customer fails to return trade-in goods as required the trade-in allowance shall be forfeited and Customer will pay Burwood Group for the trade in allowance amount.
- 2. PAYMENT AND INVOICING TERMS.** Payment in full of all invoices is due based on the terms printed on the invoice. Invoices for Products are issued upon shipment of Products from the manufacturer. Burwood Group has the right to charge a late payment fee of one and one half percent (1.5%) of the outstanding balance per month for each month, or partial month, any undisputed invoice remains unpaid beyond its due date, provided customer is given notice of delinquency and at least 10 days to cure. Customer will pay any attorney or collection fees incurred by Burwood Group to effect settlement of any undisputed past due invoice.
- 3. SHIPPING AND DELIVERY.** All shipments by Burwood Group are F.O.B. origin or as may be applicable under the International Delivery terms below. Title and risk of loss to Products shall pass to Customer upon delivery to the common carrier. Customer is responsible for all freight, handling and insurance charges which shall be in addition to the price of the Products in the Quote. The carrier is not an agent of Burwood Group and in no event shall Burwood Group have any liability for loss or damage during shipment. Customer shall accept and pay for partial shipments of Products.
- 4. SECURITY INTEREST.** Customer hereby grants and Burwood Group, Inc. retains a security interest in all Products purchased hereunder, and such security interest is released when payment in full is received by Burwood Group, Inc. Burwood Group shall maintain ownership of all products, even if they have been delivered to the Customer, until payment for the order has been fully received and retained.
- 5. RETURN POLICY.** All sales are final other than for Products that do not meet manufacturer specifications or that are not included in the Customer Order. Customer must notify Burwood Group of any damaged or defective Products or discrepancy in shipment quantity or type and request a Return Material Authorization ("RMA") consistent with the manufacturer's return policies. All RMA's issued are valid for the period of time allowed by the manufacturer after which time the RMA will be cancelled. No return of Products will be accepted without an RMA. A credit for properly returned items less any restocking or other related charges imposed by the applicable third party manufacturer or supplier will be entered against the original invoice for the returned items. Products returned due to a shipping error or in accordance with warranty terms are not subject to restocking fees. Customer must ship returned Products prepaid to the specified warehouse location. Burwood Group will reimburse Customer's shipping costs for Products returned due to a shipping error. Returned Products must be in the original shipping cartons, undamaged, unused and unaltered. Opened software is not returnable.
- 6. WARRANTY.** All Products and Maintenance purchased hereunder are subject to the warranties provided by the manufacturer. Burwood Group hereby warrants that it has the right to sell these products and transfer to Customer such warranties Burwood Group receives from the applicable manufacturer. Burwood Group, Inc. agrees only to provide/install equipment/materials that are covered by manufacturer's warranties. EXCEPT AS SET FORTH IN THIS PARAGRAPH, ALL PRODUCTS AND MAINTENANCE ARE PROVIDED "AS IS" AND BURWOOD GROUP DISCLAIMS ANY AND ALL WARRANTIES AND REMEDIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES OF MERCHANTABILITY, SUITABILITY AND FITNESS FOR A PARTICULAR PURPOSE OR USE.
- 7. LIMITATION OF LIABILITY.** NOTWITHSTANDING ANYTHING ELSE HEREIN, ALL LIABILITY OF BURWOOD GROUP UNDER THIS AGREEMENT OR OTHERWISE SHALL BE LIMITED TO MONEY PAID TO BURWOOD GROUP UNDER THIS AGREEMENT DURING THE SIX (6) MONTH PERIOD PRECEDING THE EVENT OR CIRCUMSTANCES GIVING RISE TO SUCH LIABILITY AND IN THE CASE OF DAMAGES RELATING TO ANY ALLEGEDLY DEFECTIVE PRODUCT SHALL, UNDER ANY LEGAL OR EQUITABLE THEORY, BE FURTHER LIMITED TO THE PURCHASE PRICE PAID BY CUSTOMER FOR SUCH PRODUCT. IN NO EVENT SHALL BURWOOD GROUP BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES, LOST PROFITS, OR LOST DATA, OR ANY OTHER INDIRECT DAMAGES EVEN IF BURWOOD GROUP HAS BEEN INFORMED OF THE POSSIBILITY THEREOF.
- 8. MAINTENANCE.** Any Maintenance resold by Burwood Group hereunder, including but not limited to Cisco SmartNet, is subject to the terms and conditions for such services identified by the third party provider. Burwood Group is not a party to any such third party terms and conditions.
- 9. SOFTWARE.** Any software delivered under this Agreement is subject to the license terms provided with it. All software license terms are established directly between the Customer and the owner or licensor of the software. Burwood Group is not a party to any such software license and makes no warranties or representations related to the ownership, use or operation of the software. For sales tax purposes, the signed quote or master agreement shall include acceptance of the manufacturer's license agreement.
- 10. SALES AND USE TAX.** Customer is responsible for any sales or use taxes for products/services delivered to locations where Burwood Group does not have nexus or assume collection responsibility. If customer claims an exemption from such taxes, customer shall provide copies of such certification of exemption upon request of the Burwood Group, Inc.



Scott County

UC Upgrade Project (Phase I and II)

Prepared by:

Wayne Judkins
Account Executive

wjudkins@burwood.com
(563) 424-4172

6/12/2017

Version 4.0

Revision History:

1.0 6/12/2017 by Wayne Judkins

Project Approvals

Signatures below represent approval of both parties to execute this Proposal for Services according to the Scope, Deliverables, Approach, Schedule, Assumptions, and Cost described above.

Accepted by:

Scott County

By _____
Authorized Signature

Name (print or type)

Title

On _____
Date

Burwood Group, Inc.

By 
Authorized Signature

Wayne Judkins
Wayne Judkins

Senior Account Executive
Title

On 06-12-2017
Date

Note - Charges and Payments - Daily rates are quoted based on an eight-hour time period for a specific skill level. Invoicing will be based on actual hours incurred, billed at the appropriate daily rate divided by eight hours, not on the estimate provided above. A premium of 30% may be charged for Weekend or Holiday work. Project-required travel and other expenses are invoiced to Customer at cost. These expenses shall be consistent with reasonable and customary levels for a businessperson based on the geographic region, and shall be in accordance with Burwood Group's Travel Guidelines. Burwood Group will maintain expense receipts at our main business location and Customer may request or audit with reasonable notice. Unless otherwise directly stated, these expenses are not included in the pricing stated above. The estimated or budgetary pricing quoted above represents Burwood Group's best estimate of required resources based on our prior experience and information directly or indirectly provided by Customer. Prior to project initiation, both parties will review and mutually agree upon all terms and conditions and the customer will generate a purchase order for the total amounts in this proposal.

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1 Project Background

Scott County would like to upgrade the current Unified Communications platform in addition to adding new capabilities. The current environment consists of legacy MCS servers that are to be replaced with virtual appliances running on Cisco UCS servers. IM / Presence and video conferencing system scheduling capabilities are to be added to the environment.

Burwood Group, Inc. is pleased to present this proposal to Scott County for the UC Upgrade Project. In support of ever-evolving business and technology strategy, we recognize the importance of our customers' requirements and objectives in delivering the full capabilities of technology services effectively and efficiently while balancing several factors, including: high availability, security, cost efficiency, usability and customer service – all within the context of Scott County's business strategy. We are excited about the opportunity and look forward to working with Scott County as a strategic partner.

2 Why Burwood Group?

Given our experience in technology architecture service delivery, we at Burwood Group feel we are well positioned and have the expertise and talent to ensure this project is staffed with individuals who can provide the knowledge and recommendations to allow you to make the right decisions for your organization and to ensure the success of this and subsequent efforts.

Burwood Group, Inc. is uniquely qualified to assist Scott County with the UC Upgrade Project. We have experts that can be leveraged to provide Scott County with first class deliverables that no other organization can match.

Burwood Group prides itself on the strong track record of successful delivery, experiences and key differentiators we have developed while serving a similar client base having comparable needs as Scott County. Our focus is on your success.

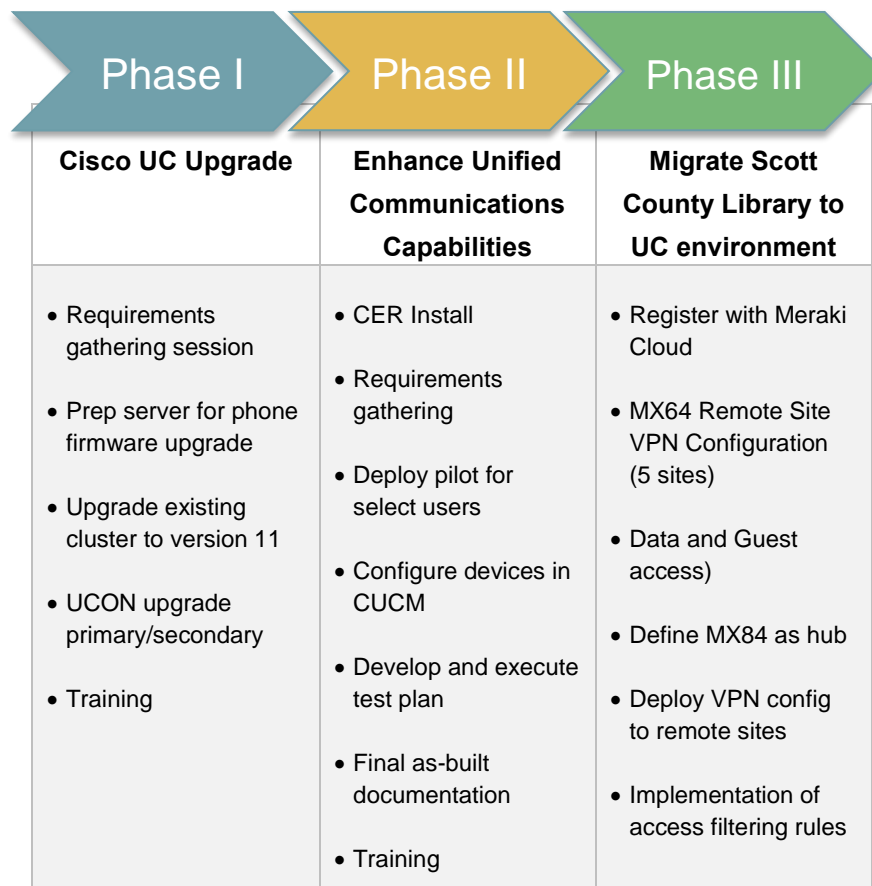
Below is a list of key differentiators Burwood Group focuses on for successful service delivery of your project:

- Program/Project Management
- Proven methodologies
- Strategic alignment
- Successful projects
- Clear communication

3 Scope of Services

3.1 Approach and Deliverables

Burwood Group will apply a phased approach to the UC Upgrade Project. We expect the project to take approximately 8 weeks. Following is a diagram outlining the approach:



We understand the objectives of the UC Upgrade Project are to:

- Upgrade existing Cisco Unified Communications environment to provide better stability and longevity of the platform while enabling new features and capabilities
- Provide and support an integrated IM/Presence and Voice/Video application that will run on Windows, Mac, and mobile devices to further expand Unified Communications

3.2 Phase I

Aligned with the overall approach above, the following tables represent the **scope** of key activities, responsibilities and deliverables in each phase of work:

Step 1. Upgrade existing Cisco UC (3 Weeks)			
Activity	Scott County Responsibilities	Burwood Group Responsibilities	Deliverable
Cisco UC Upgrade	<ul style="list-style-type: none"> • Provide necessary IT and business resources to discuss topics identified for discovery and requirements gathering 	<ul style="list-style-type: none"> • Conduct discovery and requirements review via sessions with IT and project team: <ul style="list-style-type: none"> • Review current state of licensing, and ensure necessary files have been retrieved • Review infrastructure requirements to support new virtualized model • Validate phone firmware and gateway versions • Document upgrade timeline and test plan, and review with project team for approval 	<ul style="list-style-type: none"> • Expressway deployment • As-Built documentation • Project status dashboard

Step 1. Upgrade existing Cisco UC (3 Weeks)			
Activity	Scott County Responsibilities	Burwood Group Responsibilities	Deliverable
Cisco UC Upgrade	<ul style="list-style-type: none"> • Provide necessary IT resources to assist with installation and configuration of the new UCS servers 	<ul style="list-style-type: none"> • Pre-load and configure phone firmware on current UCM cluster for IT to deploy • Install and configure two (2) Business Edition 7000 hosts with VMware ESXi hypervisor • Deploy Cisco Prime License Manager (PLM) to VMware host • Migrate existing CUCM cluster (1 Publisher and 1 Subscriber) to VMware hosts and upgrade to version 11 • Migrate existing Unity Connection cluster (2 nodes) to VMware hosts and upgrade to version 11 • Upgrade and re-host licenses as required to enable the upgraded UC components • Upgrade SRST for two (2) remote site routers • Verify system backups are running for UCM and Unity Connection • Execute system test plan and troubleshoot any items not functioning as expected • Provide up to eight (8) hours of on-site post upgrade support • Conduct administrator training to cover the new Cisco Prime License Manager system and BE7000 hardware • Weekly status meetings 	<ul style="list-style-type: none"> • Design documentation • Implementation and test plan

3.3 Phase II

Step 2. Enhance Unified Communications Capabilities (3 Weeks)			
Activity	Scott County Responsibilities	Burwood Group Responsibilities	Deliverables
Enhance UC Capabilities	<ul style="list-style-type: none"> • Provide OVA requirements • Provide user configuration details required for pilot users • Provide E911 configuration details required for PSAP 	<ul style="list-style-type: none"> • Conduct requirements gathering to understand necessary sizing, integrations, and features to enable • Develop system design for new capabilities being deployed and required integrations into existing systems • Install and configure two (2) server Emergency Responder servers to enable E911 call location identification and on-site emergency call notifications • Install and configure Unified Communications Manager IM & Presence appliance to add capabilities to the existing UC environment • Deploy IM/Presence pilot for up to 20 users • Document implementation and test plan, and review with project team for approval • Enable and verify backups for Presence Server and Emergency Responder systems • Execute system test plan and troubleshoot any items not functioning as expected • Conduct administrator training to cover the new solutions deployed: CER and IM&P Server • Weekly status meetings 	<ul style="list-style-type: none"> • Jabber pilot deployment • Requirements and Design Document • Completed Implementation & Test Plan • Project status dashboard

3.4 Phase III

Step 3. Migrate Scott County Library to UC environment (2 Weeks)			
Activity	Scott County Responsibilities	Burwood Group Responsibilities	Deliverables
Insert High-level Phase/Activity Here	<ul style="list-style-type: none"> • Provide necessary IT resources to assist with installation and configuration of the new hardware 	<ul style="list-style-type: none"> • Conduct discovery and requirements gathering with IT and Scott County Library staff • Register with Meraki Cloud and initial IP allocation • Configure in VPN concentrator mode • MX64 Remote Site VPN Configuration (5 sites) • Create VPN templates in the Meraki Controller (data/guest access) • Define MX84 as hub • Deploy VPN config to remote sites • Implementation of access filtering rules • Weekly status meetings 	<ul style="list-style-type: none"> • Project status dashboard

Burwood Group understands that the following items are not within the scope of our responsibilities:

- Upgrade or migration of existing UCCX cluster or CUEAC system
- Deployment of any TelePresence component, including TMS
- Any design/configuration on any application other than what is specifically called out as in scope
- Physical placement of the routers at remote locations
- Network or Firewall Configuration and/or Troubleshooting
- Deployment of MRA or Jabber Guest
- End user training
- Client to rack and stack physical servers
- Operational / Runbook Documentation
- Any design/configuration on any application other than what is specifically called out as in scope
- Procurement or installation of any necessary equipment hardware upgrades
- Configuration changes to or remediation of any voice gateways or software, routers, or network equipment other than what is called in scope
- Troubleshooting of any data or voice circuit issues that are encountered during the project other than what is called out in scope
- Racking or cabling for any part of the solution other than what is called out in scope
- Post cutover support beyond definition as in scope
- Training Assumption - Admin Training - 1, 4-hour training session
- Determine departmental rollout schedule
- Configuration of third-party integrations not specifically called out in scope
- External integrations to IM & Presence
- Scott County to install client on pilot users' desktops (Burwood will install 2 of them)



- Redundant TMS Deployment
- Physical placement of the 881 routers at remote locations
- TMSPE or CMR configuration
- Integration of systems outside of SX20 (4), Expressway-C/E, CUCM
- Scott County to provide windows server and SQL licenses
- Scott County to make Exchange configuration changes
- Client to configure Exchange mailboxes
- End-user scheduling training
- Expressway – external connectivity, base configuration, and deployment
- Video Conferencing – TMS deployment and CMS Configuration

Any changes to the scope outlined or assistance with other Scott County initiatives will require a separate arrangement. Burwood Group will utilize the Project Change Control Document in Appendix A if changes are required.

3.5 Proposed Project Timing

Below is the suggested timing for the project activities outlined in section above. This timeline is illustrative and will be tailored to meet the specific timing requirements of Scott County, including availability of key project team members. Throughout the project, we'll address this timeline as new information or issues emerge.

Week	1	2	3	4	5	6	7	8	9
Task Start Week									
Planning & Validation									
Project Planning									
Project Kick-Off									
Phase I – Upgrade Existing Cisco UC									
Functional/Tech Requirements									
Prepare Configurations									
Application Upgrades									
Phase II – Deploy Presence and EMR									
Requirement Gathering Workshops									
Configuration									
Installation & Execution									
Phase III – Migrate Small Library									
Design Requirements									
Device installation & configuration									
Migrate to new platform									
Project									
Finalize Deliverables & Project Close									

Legend:		Workshops or Key Milestone
		Working Calls/Meetings

3.6 Project Organization and Roles

Burwood Group project manager and consultants will obtain direction from Sam Samara at Scott County. The Burwood Group team proposed for Scott County is experienced in all aspects of the execution of this project, both technically and from a project management perspective. The team structure represents how our team will work with you and align to your business, technology and technical stakeholders. We are passionate about developing relationships with you as partners through this project, and by teaming at all levels of the project structure, we facilitate enhanced knowledge transfer to enable your ability to sustain the operation after the consultants have gone. Other Burwood Group resources will be utilized as necessary to meet the objectives of this arrangement and to deliver the value expected from our organization. A Burwood Group Project Manager (PM) will act in the capacity of Project team leader and as liaison to your teams project management team lead. In this capacity, the PM is the Burwood Group primary point of contact for day-to-day project activities, issue resolution, escalation, resource management, scope and logistical support for the life of the project. The PM's Burwood team counter-part will be the project technical leader, responsible for executing the technical scope of work. While not all resources may be committed at this time, Burwood Group will work with Scott County to confirm staffing, start dates and timing or key project milestones.

Burwood Group project team:

- Project Manager – Jeff Hurie
- Senior Subject Matter Expert & QA - TBD
- Technical Resource - TBD
- Account Executive – Wayne Judkins
- Engagement Partner/VP – Mark Heil

The following Burwood Group and Scott County roles are critical to the success of the project. Additional subject matter experts may be consulted as needed.

Burwood Group Role	Burwood Group Responsibilities
Project Manager	<ul style="list-style-type: none"> • Manages the project scope, timeline, resources and budget • Facilitates key project meetings (e.g., kick-off) • Leads development of Burwood Group project deliverables • Tracks and maintains issues and key decisions
Technical Lead / Consultant	<ul style="list-style-type: none"> • Responsible for technical guidance, execution and subject matter expertise • Support development of all project deliverables • Maintains integrity and managers work against project scope
Managing Consultant	<ul style="list-style-type: none"> • Burwood Group technical subject matter expert responsible for technical quality assurance and review
Account Executive	<ul style="list-style-type: none"> • Responsible for the overall customer relationship and partner development • Provides a conduit to Burwood Group thought leadership and subject matter expertise • Participates in key strategic sessions as needed
Client Executive	<ul style="list-style-type: none"> • Responsible for ensuring client satisfaction • Client advocate focused on maintaining highest standard of service delivery

Scott County Role	Scott County Responsibilities	Time Commitment
Executive Sponsor / C Level Manager	<ul style="list-style-type: none"> • The Executive Sponsor provides executive level support and funding, championing the project and providing periodic updates to senior leadership 	2-5%
Steering Committee	<ul style="list-style-type: none"> • Provides input to the Executive Sponsor on major decisions, changes in scope, issue resolution and champions the project for their areas. Includes a Business Owner, who ensures quality business decisions are made, and a Technical Owner, who ensures alignment of the IT architecture and strategy to the business objectives. 	20%
Technical Lead	<ul style="list-style-type: none"> • Provides technical/functional area ownership and expertise 	75%

Scott County Role	Scott County Responsibilities	Time Commitment
	<ul style="list-style-type: none"> • Works alongside Burwood Group team member day-to-day in area of technical knowledge and responsibility • Reviews and provides feedback/recommendations for deliverables that impact their area (e.g., policies, processes, technology design, etc.) 	
Client Project Manager	<ul style="list-style-type: none"> • The client Project Manager is the interface to the Burwood Group PM; is accountable and responsible for providing overall day to day project oversight to ensure that all project deliverables (Business and Technology) and outcomes are implemented on time, on budget, and meet the expectations of the business. 	75%
Subject Matter Experts	<ul style="list-style-type: none"> • Provide expertise related to RFP requirements (functional and technical requirements, as well as use cases and scenarios) • Provide necessary inputs and participate in requirements gathering sessions as needed 	20%

4 Professional Fees and Expenses

Thank you for our recent conversations and for providing the Burwood Group the opportunity to propose our services. The following sections outline the professional fees for Burwood Group’s participation in UC Upgrade Project.

This project is bid on a fixed price/fixed time basis. The professional fees for this engagement will be **\$41,800.00**.

Burwood Group, Inc. estimates this project will be a duration of **8** weeks. Start date will be mutually agreed to at kick-off upon final approval, readiness, and staffing of this project.

Please note Burwood Group will assign all staff resources as to best-fit the total requirements, and no individual employee is being specifically promised or quoted for this project or specific tasks. Any significant changes to the scope and assumptions outlined above or the anticipated level of effort will require a separate arrangement and additional professional fees.

SERVICES	FEES
Burwood Group Consulting Services for Scott County UC Upgrade Project (Phase I and II)	\$41,800.00
TOTAL (Phase III is a separate contract sold to the Scott County Library)	\$41,800.00

- Scott County will reimburse Burwood Group for all reasonable and necessary business and travel expenses and pass-through costs actually incurred by Burwood Group in the course of performing services at cost without mark-up (“Reimbursable Expenses”)
- A target of 10% of fees will be used as the travel budget. The budget will be monitored by the Project Manager and any changes to the budget will be approved by authorized representatives from Scott County and Burwood Group
- Burwood Group will adhere to Scott County’s policy and procedure regarding travel, expenses and meetings (“Scott County Travel Policy”). If Scott County does not have a travel policy, Burwood Group will adhere to the Burwood Group travel policy

If the project duration extends beyond the agree-upon timeframe from the date of project commencement the project change control process will be executed. Utilizing this change process, Burwood will re-bid the remaining effort to complete the affected work streams. Both parties must approve the change with respect to scope and charges before completion of the work streams.

5 Project Assumptions

In order to prepare this proposal, we have made certain assumptions to cover items that may not have been expressly discussed during conversations with Scott County. Changes to these assumptions may affect the scope and cost of this proposal.

- Regular project management “best practices” will be incorporated throughout the project (e.g., weekly status reporting, issues management, etc.)
- Burwood Group will provide Scott County with a weekly status report, describing work that was performed during the past week, work to be performed the next week, key issues and items for management attention
- Scott County will ensure requirements and other Burwood Group deliverables are reviewed and signed-off in a timely manner by employees of the appropriate level
- Scott County will diligently work with Burwood Group to accomplish signoff within 10 working days of completion and deliverable delivery
- Scott County will align the incentives and objectives of employees and other vendors to cooperate with Burwood Group resources; and will provide the appropriate staffing levels to ensure the success of the project
- Scott County will provide Burwood Group resources office space for staff as needed, and Internet connection, conference rooms for meetings / workshops, and access to building areas necessary to complete this project
- Burwood Group will work with Scott County as needed to define all time sensitive resources for the project before starting the project
- Burwood Group and Scott County will agree on a starting date and end date for this project based on the availability of resources and/or any time sensitive resources
- After the start of the project, any delays caused by Scott County that will impact the project timelines negatively will be charged to Scott County on a time and material basis at a rate of \$220.00 per hour. Burwood will be responsible for documenting the delay and presenting that documentation to Scott County.
- Scott County will designate points of contact within Scott County to act as liaisons and be the primary contacts for issue resolution and logistical support for the life of this project
- Scott County will provide Burwood Group consultants with appropriate access to the systems as necessary to include but not limited to, reviewing configurations, performing design and implementation work
- Burwood may perform work off-site
- Any changes to the requirements in this Proposal for Services (see section 4 Terms and Conditions and Appendix A – Change Control Document)

6 Terms and Conditions of Engagement

Services Payment Procedures

In addition to the terms and conditions of any Master Services Agreement, the services described in this proposal for services will be provided subject to the following terms and conditions. Finance charges of 2% per month may be assessed for past-due accounts.

The invoicing process will be broken down as follows:

INVOICE #	DESCRIPTION
Invoice One	25% of the Fixed Price Cost upon proposal signature
Invoice Two	25% of the Fixed Price Cost after 30 calendar days of project start
Invoice Three	The remaining 50% of the Fixed Price Cost will occur upon completion of the Project. Scott County will diligently work with Burwood Group to accomplish signoff within 10 working days of completion.

- 1.) Acceptance Criteria. The terms for the services invoices are Net 30. The Scott County Project Lead is responsible for final acceptance of the Burwood Group work product within 10 business days of key deliverable(s) delivery, or as specified in the project plan. In the event that the Scott County Project Lead identifies areas where the work product requires additional attention to achieve expectations, the Burwood Group Client Executive and Project Manager will work directly with the team to identify and define a plan of action regarding the affected deliverables. If the Scott County Project Lead does not send written notice to Burwood Group identifying areas where the work product requires additional attention within 10 business days of key deliverable(s) delivery, or as specified in the project plan, the services will be deemed to have been provided in good faith per agreement and with good quality and in full.
- 2.) Change Order Requests. If project duration extends beyond the agreed-upon timeframe from the date of project commencement the project change control process will be executed. Utilizing this change process, Burwood will re-bid the remaining effort to complete the affected work streams. Both parties must approve the change with respect to scope and charges before completion of the work streams.

Either Scott County or Burwood Group may request a change to scope or manner of provision of the Services subject to the following change order process:

- a. All requests for a change to the services shall be submitted using the form listed in Appendix A by the requesting Project Manager (a "Change Order"). Change Orders shall not be required for services that are inherent, necessary or customarily part of the services, required by Burwood Group to meet the Acceptance Criteria.
- b. The Change Order will describe at a reasonable level of detail the change, the rationale for the change and the impact the change may have on the services both if it is accepted and if it is rejected.
- c. The Project Manager will review the Change Order with the client Project Lead and Service Delivery Director/Client Executive either:
 - i. Approve it in writing. Upon such approval, the change will be implemented through a written authorization that may only be signed by the authorized representatives of client and Burwood Group; or
 - ii. Agree in writing to submit the Change Order for further investigation. Such investigation will determine the technical merits and the effect on price, schedule, and other terms and conditions that may result from the implementation of the Change Order.
- d. Client and Burwood Group will then agree to mutually approve or reject the Change Order. If client and Burwood Group do not agree, the parties shall attempt to resolve the disagreement in the manner set forth in the Agreement; or
 - i. Reject it. If rejected, the Change Order will be returned to the requesting Project Manager along with the reason for rejection.

Once agreed to by the parties (and executed by an authorized representative of client and Burwood Group), a Change Order shall be incorporated into and become part of this SOW.

Non-Solicitation

During the period covered by this agreement and extensions thereof; and for 12 months thereafter, Scott County will not directly or indirectly, other than through Burwood Group, Inc. solicit for hire, contract with, engage, or receive the services of, any personnel located by Burwood Group, Inc., unless Scott County agrees to and does pay a fee of 50% of an annualized engagement or hiring salary, or other mutually agreed upon fee, prior to commencement of employment or services other than through Burwood Group, Inc.

Out-of-pocket Expenses

[Have the expense conversation with your client before the PFS signature occurs. Ensure mileage, hotel, and other travel expenses are covered by the client for out of town resources]

Additional out of pocket expenses for travel, accommodations, project supplies, etc., will be billed directly back to Scott County at cost. Burwood understands that all expenses require prior Scott County approval.

Purchase Orders and Remittance Information

Purchase Order Address

Burwood Group, Inc.
125 South Wacker Drive, Suite 2950
Chicago, IL 60606

State Tax ID 2861-2671
Federal Tax ID 36-4180073

Remittance Address

Burwood Group, Inc.
Attn: Accounts Receivable
8582 Solutions Ctr
Chicago, IL 60677-8005

Responses

Any responses or questions regarding this proposal should be directed to:
Wayne Judkins
Burwood Group, Inc.
400 North Main Street, Suite 204
Davenport, IA 52801
wjudkins@burwood.com (563) 424-4172

Invoices

Invoices shall be sent to:
Accounts Payable
Scott County
400 W. Fourth Street
Davenport, IA 52801

Appendix A - Project Change Control Document

REQUEST (COMPLETED BY REQUESTER)	
AUTHOR:	
DATE OF REQUEST:	
CHANGE #:	
TITLE OF CHANGE:	
DESCRIPTION OF CHANGE:	
REASON FOR CHANGE:	
HARDWARE REQUIRED:	
SOFTWARE REQUIRED:	
ACTION REQUIRED:	
TARGET COMPLETION DATE:	
CHANGE REQUESTED BY:	

IMPACT (COMPLETED BY PROJECT MANAGER)	
TIMELINE IMPACT:	
COST IMPACT:	
OVERALL IMPACT:	
PM COMMENTS:	
PROJECT MANAGER (Burwood):	
SERVICE DELIVERY DIRECTOR/CLIENT EXECUTIVE (Burwood):	
(BURWOOD SIGNATURE/DATE):	
CHANGE APPROVER (client):	
(CLIENT SIGNATURE/DATE):	

Instructions: The **Request** portion of this form is to be completely filled out by the requester and delivered to the Project Manager. The Project Manager will research the impact on the project timeline as well as any cost or resource impact and complete the **Impact** portion of this form. The approval authority for the project will then sign the **Approval** portion before any work can take place and return the form to the Project Manager for action. The Project Manager will take appropriate action to implement the approved Change Request, document the change in the **Work Record** portion of this form, and make any required adjustments to the timeline and financials. This completed form will be retained as part of the permanent project file.



Prepared by:

Wayne Judkins
Account Executive

wjudkins@burwood.com
(563) 424-4172

Scott County

UC Upgrade Project Phase III

6/12/2017

Version 4.0

Revision History:

1.0 6/12/2017 by Wayne Judkins

Project Approvals

Signatures below represent approval of both parties to execute this Proposal for Services according to the Scope, Deliverables, Approach, Schedule, Assumptions, and Cost described above.

Accepted by:

Scott County

By _____
Authorized Signature

Name (print or type)

Title

On _____
Date

Burwood Group, Inc.

By 
Authorized Signature

Wayne Judkins
Wayne Judkins

Senior Account Executive
Title

On 06-12-2017
Date

Note - Charges and Payments - Daily rates are quoted based on an eight-hour time period for a specific skill level. Invoicing will be based on actual hours incurred, billed at the appropriate daily rate divided by eight hours, not on the estimate provided above. A premium of 30% may be charged for Weekend or Holiday work. Project-required travel and other expenses are invoiced to Customer at cost. These expenses shall be consistent with reasonable and customary levels for a businessperson based on the geographic region, and shall be in accordance with Burwood Group's Travel Guidelines. Burwood Group will maintain expense receipts at our main business location and Customer may request or audit with reasonable notice. Unless otherwise directly stated, these expenses are not included in the pricing stated above. The estimated or budgetary pricing quoted above represents Burwood Group's best estimate of required resources based on our prior experience and information directly or indirectly provided by Customer. Prior to project initiation, both parties will review and mutually agree upon all terms and conditions and the customer will generate a purchase order for the total amounts in this proposal.

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1 Project Background

Scott County would like to upgrade the current Unified Communications platform in addition to adding new capabilities. The current environment consists of legacy MCS servers that are to be replaced with virtual appliances running on Cisco UCS servers. IM / Presence and video conferencing system scheduling capabilities are to be added to the environment.

Burwood Group, Inc. is pleased to present this proposal to Scott County for the UC Upgrade Project. In support of ever-evolving business and technology strategy, we recognize the importance of our customers' requirements and objectives in delivering the full capabilities of technology services effectively and efficiently while balancing several factors, including: high availability, security, cost efficiency, usability and customer service – all within the context of Scott County's business strategy. We are excited about the opportunity and look forward to working with Scott County as a strategic partner.

2 Why Burwood Group?

Given our experience in technology architecture service delivery, we at Burwood Group feel we are well positioned and have the expertise and talent to ensure this project is staffed with individuals who can provide the knowledge and recommendations to allow you to make the right decisions for your organization and to ensure the success of this and subsequent efforts.

Burwood Group, Inc. is uniquely qualified to assist Scott County with the UC Upgrade Project. We have experts that can be leveraged to provide Scott County with first class deliverables that no other organization can match.

Burwood Group prides itself on the strong track record of successful delivery, experiences and key differentiators we have developed while serving a similar client base having comparable needs as Scott County. Our focus is on your success.

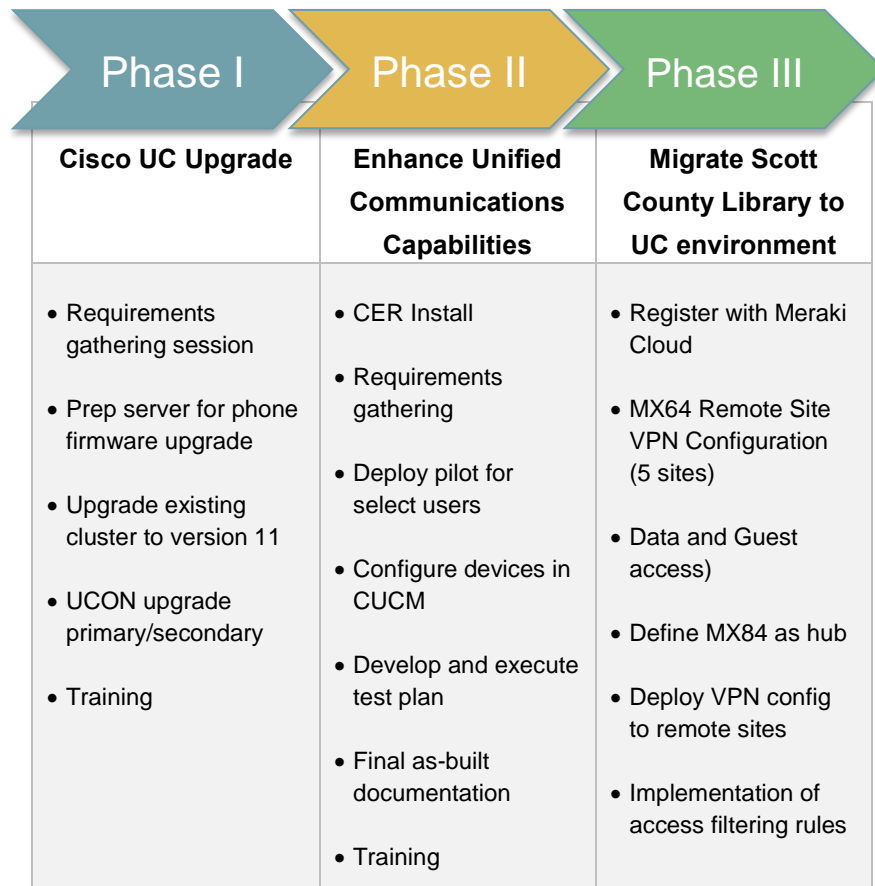
Below is a list of key differentiators Burwood Group focuses on for successful service delivery of your project:

- Program/Project Management
- Proven methodologies
- Strategic alignment
- Successful projects
- Clear communication

3 Scope of Services

3.1 Approach and Deliverables

Burwood Group will apply a phased approach to the UC Upgrade Project. We expect the project to take approximately 8 weeks. Following is a diagram outlining the approach:



We understand the objectives of the UC Upgrade Project are to:

- Upgrade existing Cisco Unified Communications environment to provide better stability and longevity of the platform while enabling new features and capabilities
- Provide and support an integrated IM/Presence and Voice/Video application that will run on Windows, Mac, and mobile devices to further expand Unified Communications

3.2 Phase I

Aligned with the overall approach above, the following tables represent the **scope** of key activities, responsibilities and deliverables in each phase of work:

Step 1. Upgrade existing Cisco UC (3 Weeks)			
Activity	Scott County Responsibilities	Burwood Group Responsibilities	Deliverable
Cisco UC Upgrade	<ul style="list-style-type: none"> • Provide necessary IT and business resources to discuss topics identified for discovery and requirements gathering 	<ul style="list-style-type: none"> • Conduct discovery and requirements review via sessions with IT and project team: <ul style="list-style-type: none"> • Review current state of licensing, and ensure necessary files have been retrieved • Review infrastructure requirements to support new virtualized model • Validate phone firmware and gateway versions • Document upgrade timeline and test plan, and review with project team for approval 	<ul style="list-style-type: none"> • Expressway deployment • As-Built documentation • Project status dashboard

Step 1. Upgrade existing Cisco UC (3 Weeks)			
Activity	Scott County Responsibilities	Burwood Group Responsibilities	Deliverable
Cisco UC Upgrade	<ul style="list-style-type: none"> • Provide necessary IT resources to assist with installation and configuration of the new UCS servers 	<ul style="list-style-type: none"> • Pre-load and configure phone firmware on current UCM cluster for IT to deploy • Install and configure two (2) Business Edition 7000 hosts with VMware ESXi hypervisor • Deploy Cisco Prime License Manager (PLM) to VMware host • Migrate existing CUCM cluster (1 Publisher and 1 Subscriber) to VMware hosts and upgrade to version 11 • Migrate existing Unity Connection cluster (2 nodes) to VMware hosts and upgrade to version 11 • Upgrade and re-host licenses as required to enable the upgraded UC components • Upgrade SRST for two (2) remote site routers • Verify system backups are running for UCM and Unity Connection • Execute system test plan and troubleshoot any items not functioning as expected • Provide up to eight (8) hours of on-site post upgrade support • Conduct administrator training to cover the new Cisco Prime License Manager system and BE7000 hardware • Weekly status meetings 	<ul style="list-style-type: none"> • Design documentation • Implementation and test plan

3.3 Phase II

Step 2. Enhance Unified Communications Capabilities (3 Weeks)			
Activity	Scott County Responsibilities	Burwood Group Responsibilities	Deliverables
Enhance UC Capabilities	<ul style="list-style-type: none"> • Provide OVA requirements • Provide user configuration details required for pilot users • Provide E911 configuration details required for PSAP 	<ul style="list-style-type: none"> • Conduct requirements gathering to understand necessary sizing, integrations, and features to enable • Develop system design for new capabilities being deployed and required integrations into existing systems • Install and configure two (2) server Emergency Responder servers to enable E911 call location identification and on-site emergency call notifications • Install and configure Unified Communications Manager IM & Presence appliance to add capabilities to the existing UC environment • Deploy IM/Presence pilot for up to 20 users • Document implementation and test plan, and review with project team for approval • Enable and verify backups for Presence Server and Emergency Responder systems • Execute system test plan and troubleshoot any items not functioning as expected • Conduct administrator training to cover the new solutions deployed: CER and IM&P Server • Weekly status meetings 	<ul style="list-style-type: none"> • Jabber pilot deployment • Requirements and Design Document • Completed Implementation & Test Plan • Project status dashboard

3.4 Phase III

Step 3. Migrate Scott County Library to UC environment (2 Weeks)			
Activity	Scott County Responsibilities	Burwood Group Responsibilities	Deliverables
<p>Insert High-level Phase/Activity Here</p>	<ul style="list-style-type: none"> • Provide necessary IT resources to assist with installation and configuration of the new hardware 	<ul style="list-style-type: none"> • Conduct discovery and requirements gathering with IT and Scott County Library staff • Register with Meraki Cloud and initial IP allocation • Configure in VPN concentrator mode • MX64 Remote Site VPN Configuration (5 sites) • Create VPN templates in the Meraki Controller (data/guest access) • Define MX84 as hub • Deploy VPN config to remote sites • Implementation of access filtering rules • Weekly status meetings 	<ul style="list-style-type: none"> • Project status dashboard

Burwood Group understands that the following items are not within the scope of our responsibilities:

- Upgrade or migration of existing UCCX cluster or CUEAC system
- Deployment of any TelePresence component, including TMS
- Any design/configuration on any application other than what is specifically called out as in scope
- Physical placement of the routers at remote locations
- Network or Firewall Configuration and/or Troubleshooting
- Deployment of MRA or Jabber Guest
- End user training
- Client to rack and stack physical servers
- Operational / Runbook Documentation
- Any design/configuration on any application other than what is specifically called out as in scope
- Procurement or installation of any necessary equipment hardware upgrades
- Configuration changes to or remediation of any voice gateways or software, routers, or network equipment other than what is called in scope
- Troubleshooting of any data or voice circuit issues that are encountered during the project other than what is called out in scope
- Racking or cabling for any part of the solution other than what is called out in scope
- Post cutover support beyond definition as in scope
- Training Assumption - Admin Training - 1, 4-hour training session
- Determine departmental rollout schedule
- Configuration of third-party integrations not specifically called out in scope
- External integrations to IM & Presence
- Scott County to install client on pilot users' desktops (Burwood will install 2 of them)



- Redundant TMS Deployment
- Physical placement of the 881 routers at remote locations
- TMSPE or CMR configuration
- Integration of systems outside of SX20 (4), Expressway-C/E, CUCM
- Scott County to provide windows server and SQL licenses
- Scott County to make Exchange configuration changes
- Client to configure Exchange mailboxes
- End-user scheduling training
- Expressway – external connectivity, base configuration, and deployment
- Video Conferencing – TMS deployment and CMS Configuration

Any changes to the scope outlined or assistance with other Scott County initiatives will require a separate arrangement. Burwood Group will utilize the Project Change Control Document in Appendix A if changes are required.

3.5 Proposed Project Timing

Below is the suggested timing for the project activities outlined in section above. This timeline is illustrative and will be tailored to meet the specific timing requirements of Scott County, including availability of key project team members. Throughout the project, we'll address this timeline as new information or issues emerge.

Week	1	2	3	4	5	6	7	8	9
Task Start Week									
Planning & Validation									
Project Planning									
Project Kick-Off									
Phase I – Upgrade Existing Cisco UC									
Functional/Tech Requirements									
Prepare Configurations									
Application Upgrades									
Phase II – Deploy Presence and EMR									
Requirement Gathering Workshops									
Configuration									
Installation & Execution									
Phase III – Migrate Small Library									
Design Requirements									
Device installation & configuration									
Migrate to new platform									
Project									
Finalize Deliverables & Project Close									

Legend:		Workshops or Key Milestone
		Working Calls/Meetings

3.6 Project Organization and Roles

Burwood Group project manager and consultants will obtain direction from Sam Samara at Scott County. The Burwood Group team proposed for Scott County is experienced in all aspects of the execution of this project, both technically and from a project management perspective. The team structure represents how our team will work with you and align to your business, technology and technical stakeholders. We are passionate about developing relationships with you as partners through this project, and by teaming at all levels of the project structure, we facilitate enhanced knowledge transfer to enable your ability to sustain the operation after the consultants have gone. Other Burwood Group resources will be utilized as necessary to meet the objectives of this arrangement and to deliver the value expected from our organization. A Burwood Group Project Manager (PM) will act in the capacity of Project team leader and as liaison to your teams project management team lead. In this capacity, the PM is the Burwood Group primary point of contact for day-to-day project activities, issue resolution, escalation, resource management, scope and logistical support for the life of the project. The PM's Burwood team counter-part will be the project technical leader, responsible for executing the technical scope of work. While not all resources may be committed at this time, Burwood Group will work with Scott County to confirm staffing, start dates and timing or key project milestones.

Burwood Group project team:

- Project Manager – Jeff Hurie
- Senior Subject Matter Expert & QA - TBD
- Technical Resource - TBD
- Account Executive – Wayne Judkins
- Engagement Partner/VP – Mark Heil

The following Burwood Group and Scott County roles are critical to the success of the project. Additional subject matter experts may be consulted as needed.

Burwood Group Role	Burwood Group Responsibilities
Project Manager	<ul style="list-style-type: none"> • Manages the project scope, timeline, resources and budget • Facilitates key project meetings (e.g., kick-off) • Leads development of Burwood Group project deliverables • Tracks and maintains issues and key decisions
Technical Lead / Consultant	<ul style="list-style-type: none"> • Responsible for technical guidance, execution and subject matter expertise • Support development of all project deliverables • Maintains integrity and manages work against project scope
Managing Consultant	<ul style="list-style-type: none"> • Burwood Group technical subject matter expert responsible for technical quality assurance and review
Account Executive	<ul style="list-style-type: none"> • Responsible for the overall customer relationship and partner development • Provides a conduit to Burwood Group thought leadership and subject matter expertise • Participates in key strategic sessions as needed
Client Executive	<ul style="list-style-type: none"> • Responsible for ensuring client satisfaction • Client advocate focused on maintaining highest standard of service delivery

Scott County Role	Scott County Responsibilities	Time Commitment
Executive Sponsor / C Level Manager	<ul style="list-style-type: none"> • The Executive Sponsor provides executive level support and funding, championing the project and providing periodic updates to senior leadership 	2-5%
Steering Committee	<ul style="list-style-type: none"> • Provides input to the Executive Sponsor on major decisions, changes in scope, issue resolution and champions the project for their areas. Includes a Business Owner, who ensures quality business decisions are made, and a Technical Owner, who ensures alignment of the IT architecture and strategy to the business objectives. 	20%
Technical Lead	<ul style="list-style-type: none"> • Provides technical/functional area ownership and expertise 	75%

Scott County Role	Scott County Responsibilities	Time Commitment
	<ul style="list-style-type: none"> • Works alongside Burwood Group team member day-to-day in area of technical knowledge and responsibility • Reviews and provides feedback/recommendations for deliverables that impact their area (e.g., policies, processes, technology design, etc.) 	
Client Project Manager	<ul style="list-style-type: none"> • The client Project Manager is the interface to the Burwood Group PM; is accountable and responsible for providing overall day to day project oversight to ensure that all project deliverables (Business and Technology) and outcomes are implemented on time, on budget, and meet the expectations of the business. 	75%
Subject Matter Experts	<ul style="list-style-type: none"> • Provide expertise related to RFP requirements (functional and technical requirements, as well as use cases and scenarios) • Provide necessary inputs and participate in requirements gathering sessions as needed 	20%

4 Professional Fees and Expenses

Thank you for our recent conversations and for providing the Burwood Group the opportunity to propose our services. The following sections outline the professional fees for Burwood Group’s participation in UC Upgrade Project.

This project is bid on a fixed price/fixed time basis. The professional fees for this engagement will be **\$10,000.00**.

Burwood Group, Inc. estimates this project will be a duration of **8** weeks. Start date will be mutually agreed to at kick-off upon final approval, readiness, and staffing of this project.

Please note Burwood Group will assign all staff resources as to best-fit the total requirements, and no individual employee is being specifically promised or quoted for this project or specific tasks. Any significant changes to the scope and assumptions outlined above or the anticipated level of effort will require a separate arrangement and additional professional fees.

SERVICES	FEES
Scott County Library (Phase III)	\$10,000.00
TOTAL (Phase I and II are sold as a separate proposal)	\$10,000.00

- Scott County will reimburse Burwood Group for all reasonable and necessary business and travel expenses and pass-through costs actually incurred by Burwood Group in the course of performing services at cost without mark-up (“Reimbursable Expenses”)
- A target of 10% of fees will be used as the travel budget. The budget will be monitored by the Project Manager and any changes to the budget will be approved by authorized representatives from Scott County and Burwood Group
- Burwood Group will adhere to Scott County’s policy and procedure regarding travel, expenses and meetings (“Scott County Travel Policy”). If Scott County does not have a travel policy, Burwood Group will adhere to the Burwood Group travel policy

If the project duration extends beyond the agree-upon timeframe from the date of project commencement the project change control process will be executed. Utilizing this change process, Burwood will re-bid the remaining effort to complete the affected work streams. Both parties must approve the change with respect to scope and charges before completion of the work streams.

5 Project Assumptions

In order to prepare this proposal, we have made certain assumptions to cover items that may not have been expressly discussed during conversations with Scott County. Changes to these assumptions may affect the scope and cost of this proposal.

- Regular project management “best practices” will be incorporated throughout the project (e.g., weekly status reporting, issues management, etc.)
- Burwood Group will provide Scott County with a weekly status report, describing work that was performed during the past week, work to be performed the next week, key issues and items for management attention
- Scott County will ensure requirements and other Burwood Group deliverables are reviewed and signed-off in a timely manner by employees of the appropriate level
- Scott County will diligently work with Burwood Group to accomplish signoff within 10 working days of completion and deliverable delivery
- Scott County will align the incentives and objectives of employees and other vendors to cooperate with Burwood Group resources; and will provide the appropriate staffing levels to ensure the success of the project
- Scott County will provide Burwood Group resources office space for staff as needed, and Internet connection, conference rooms for meetings / workshops, and access to building areas necessary to complete this project
- Burwood Group will work with Scott County as needed to define all time sensitive resources for the project before starting the project
- Burwood Group and Scott County will agree on a starting date and end date for this project based on the availability of resources and/or any time sensitive resources
- After the start of the project, any delays caused by Scott County that will impact the project timelines negatively will be charged to Scott County on a time and material basis at a rate of \$220.00 per hour. Burwood will be responsible for documenting the delay and presenting that documentation to Scott County.
- Scott County will designate points of contact within Scott County to act as liaisons and be the primary contacts for issue resolution and logistical support for the life of this project
- Scott County will provide Burwood Group consultants with appropriate access to the systems as necessary to include but not limited to, reviewing configurations, performing design and implementation work
- Burwood may perform work off-site
- Any changes to the requirements in this Proposal for Services (see section 4 Terms and Conditions and Appendix A – Change Control Document)

6 Terms and Conditions of Engagement

Services Payment Procedures

In addition to the terms and conditions of any Master Services Agreement, the services described in this proposal for services will be provided subject to the following terms and conditions. Finance charges of 2% per month may be assessed for past-due accounts.

The invoicing process will be broken down as follows:

INVOICE #	DESCRIPTION
Invoice One	25% of the Fixed Price Cost upon proposal signature
Invoice Two	25% of the Fixed Price Cost after 30 calendar days of project start
Invoice Three	The remaining 50% of the Fixed Price Cost will occur upon completion of the Project. Scott County will diligently work with Burwood Group to accomplish signoff within 10 working days of completion.

- 1.) Acceptance Criteria. The terms for the services invoices are Net 30. The Scott County Project Lead is responsible for final acceptance of the Burwood Group work product within 10 business days of key deliverable(s) delivery, or as specified in the project plan. In the event that the Scott County Project Lead identifies areas where the work product requires additional attention to achieve expectations, the Burwood Group Client Executive and Project Manager will work directly with the team to identify and define a plan of action regarding the affected deliverables. If the Scott County Project Lead does not send written notice to Burwood Group identifying areas where the work product requires additional attention within 10 business days of key deliverable(s) delivery, or as specified in the project plan, the services will be deemed to have been provided in good faith per agreement and with good quality and in full.
- 2.) Change Order Requests. If project duration extends beyond the agreed-upon timeframe from the date of project commencement the project change control process will be executed. Utilizing this change process, Burwood will re-bid the remaining effort to complete the affected work streams. Both parties must approve the change with respect to scope and charges before completion of the work streams.

Either Scott County or Burwood Group may request a change to scope or manner of provision of the Services subject to the following change order process:

- a. All requests for a change to the services shall be submitted using the form listed in Appendix A by the requesting Project Manager (a “Change Order”). Change Orders shall not be required for services that are inherent, necessary or customarily part of the services, required by Burwood Group to meet the Acceptance Criteria.
- b. The Change Order will describe at a reasonable level of detail the change, the rationale for the change and the impact the change may have on the services both if it is accepted and if it is rejected.
- c. The Project Manager will review the Change Order with the client Project Lead and Service Delivery Director/Client Executive either:
 - i. Approve it in writing. Upon such approval, the change will be implemented through a written authorization that may only be signed by the authorized representatives of client and Burwood Group; or
 - ii. Agree in writing to submit the Change Order for further investigation. Such investigation will determine the technical merits and the effect on price, schedule, and other terms and conditions that may result from the implementation of the Change Order.
- d. Client and Burwood Group will then agree to mutually approve or reject the Change Order. If client and Burwood Group do not agree, the parties shall attempt to resolve the disagreement in the manner set forth in the Agreement; or
 - i. Reject it. If rejected, the Change Order will be returned to the requesting Project Manager along with the reason for rejection.

Once agreed to by the parties (and executed by an authorized representative of client and Burwood Group), a Change Order shall be incorporated into and become part of this SOW.

Non-Solicitation

During the period covered by this agreement and extensions thereof; and for 12 months thereafter, Scott County will not directly or indirectly, other than through Burwood Group, Inc. solicit for hire, contract with, engage, or receive the services of, any personnel located by Burwood Group, Inc., unless Scott County agrees to and does pay a fee of 50% of an annualized engagement or hiring salary, or other mutually agreed upon fee, prior to commencement of employment or services other than through Burwood Group, Inc.

Out-of-pocket Expenses

[Have the expense conversation with your client before the PFS signature occurs. Ensure mileage, hotel, and other travel expenses are covered by the client for out of town resources]

Additional out of pocket expenses for travel, accommodations, project supplies, etc., will be billed directly back to Scott County at cost. Burwood understands that all expenses require prior Scott County approval.

Purchase Orders and Remittance Information

Purchase Order Address

Burwood Group, Inc.
125 South Wacker Drive, Suite 2950
Chicago, IL 60606

State Tax ID 2861-2671
Federal Tax ID 36-4180073

Remittance Address

Burwood Group, Inc.
Attn: Accounts Receivable
8582 Solutions Ctr
Chicago, IL 60677-8005

Responses

Any responses or questions regarding this proposal should be directed to:
Wayne Judkins
Burwood Group, Inc.
400 North Main Street, Suite 204
Davenport, IA 52801
wjudkins@burwood.com (563) 424-4172

Invoices

Invoices shall be sent to:
Accounts Payable
Scott County
400 W. Fourth Street
Davenport, IA 52801

Appendix A - Project Change Control Document

REQUEST (COMPLETED BY REQUESTER)	
AUTHOR:	
DATE OF REQUEST:	
CHANGE #:	
TITLE OF CHANGE:	
DESCRIPTION OF CHANGE:	
REASON FOR CHANGE:	
HARDWARE REQUIRED:	
SOFTWARE REQUIRED:	
ACTION REQUIRED:	
TARGET COMPLETION DATE:	
CHANGE REQUESTED BY:	

IMPACT (COMPLETED BY PROJECT MANAGER)	
TIMELINE IMPACT:	
COST IMPACT:	
OVERALL IMPACT:	
PM COMMENTS:	
PROJECT MANAGER (Burwood):	
SERVICE DELIVERY DIRECTOR/CLIENT EXECUTIVE (Burwood):	
(BURWOOD SIGNATURE/DATE):	
CHANGE APPROVER (client):	
(CLIENT SIGNATURE/DATE):	

Instructions: The **Request** portion of this form is to be completely filled out by the requester and delivered to the Project Manager. The Project Manager will research the impact on the project timeline as well as any cost or resource impact and complete the **Impact** portion of this form. The approval authority for the project will then sign the **Approval** portion before any work can take place and return the form to the Project Manager for action. The Project Manager will take appropriate action to implement the approved Change Request, document the change in the **Work Record** portion of this form, and make any required adjustments to the timeline and financials. This completed form will be retained as part of the permanent project file.

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

June 29, 2017

APPROVING TELEPHONE UPGRADE PROJECT

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

Section 1. The authority of the IT Director to sign agreements with Burwood for telephone project hardware and professional services totaling an amount not to exceed \$97,169.74 is hereby approved.

Section 2. This resolution shall take effect immediately.

INFORMATION TECHNOLOGY

400 West Fourth Street
Davenport, Iowa 52801-1104

Ph: (563) 328-4100 Fax: (563) 326-8669
www.scottcountyiowa.com



June 19, 2017

To: Mahesh Sharma, County Administrator
From: Matt Hirst, Information Technology Director
Subject: VMware Software Maintenance and Support Subscription

VMware software license maintenance and support is due for renewal. VMware software is the platform used by the County to virtualize servers and abstract server software from server hardware.

The quote summary from VMware is as follows:

<u>Product</u>	<u>Total</u>
VMware Software Support and Maintenance	\$43,702.24
Total	\$43,702.24

It is recommended that the Board approve the bid from VMware in the amount of \$43,702.24.

The support agreement provides Information Technology the ability to obtain the latest updates and patches to the software as well as software support 24x7. The result is a more functional and dependable computing environment.

Notes:

- The term of this agreement is for three (3) years through 6/18/18.
- VMware software maintenance was \$15,114 in FY' 17.

Budget dollars are available in the Information Technology Department operational budget to fund the cost of this contract. SECC contributes twenty percent (20%) of the cost for this contract.

Cc: Denise Pavlik

Encl: (1)

Quote Number : 34023538-R:15JUN17 10:56:14
Account Number : 116330364
Account Name : SCOTT COUNTY
Address : 600 W 4th St Davenport SCOTT IA 52801-1030 United States
Super User Name : Scott, County
Super User Email : nsa@scottcountyiowa.com
Procurement Contact : Scott, County
Procurement Contact Email : nsa@scottcountyiowa.com

Dear VMware Customer,

This notice and quote is a courtesy reminder that your Support & Subscription (SnS) is set to expire soon or recently expired on 22-OCT-2015. Don't miss out on receiving the latest updates/upgrades and the security of being able to contact VMware's Global Support Services Organization. If you are not the appropriate person within your company to manage this renewal, please send an email to let me know with whom I should be working.

Please review the below product detail to ensure accuracy. Please pass this quotation onto your preferred reseller or a local [VMware VIP Reseller](#) to assist you in purchasing this renewal.

If you would like to co-term a number of licenses/contracts to one specific end date making future renewals an annual event please contact your VMware Support Sales Representative listed below. We ask that you consider a three year service extension for which we give the following discount: 3YR - 12%.

If you choose to not renew your contract upon expiration, you will not be able to receive updates/upgrades or open a Support Request. If at a later time you decide to reinstate your SnS, the term will start the day after your previous contract expiration date and a 20% reinstatement fee will be applied on past due SnS and 1 year forward SnS.

If you have already initiated payment of the below product(s) or are currently working with your local VIP partner, then please disregard this notice.

We would like to take this opportunity to thank you for your continued business with VMware. If you require further information or assistance, please do not hesitate to send an email or call us.

Sincerely,
Jacob Sanford
VMware Support Sales Manager
P:
E: jsanford@vmware.com

Note: This quotation is provided pursuant to the terms and conditions of the license agreement that you executed when you acquired your licenses.

VMware, Inc. 3401 Hillview Ave, Palo Alto, CA, 93404. Tel: 1-877-486-9273 or 650-427-5000, Fax: 650-427-5001
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Confidential VMware Support / Subscription Quote

VMware, Inc
 3401 Hillview Ave
 Palo Alto, CA 94304
 Tel: 1-877-486-9273
 or 650-427-5000
 Fax: 650-427-5001

Today's Date: 19-JUN-2017	Quote Number: 34023538-R:15JUN17 10:56:14
Account Number: 116330364	Quote Version: 0.40
Account Name: SCOTT COUNTY	Quote Expiration: 19-JUL-2017
Address: 600 W 4th St	Super User: nsa@scottcountyiowa.com
City/State: Davenport, IA	Procurement Contact: nsa@scottcountyiowa.com
Zip/Postal Code: 52801-1030	
Country: United States	

Below is a summary/quotation of your Support and Subscription services to be purchased/renewed. Please review this statement's itemized services, support items, quantities, coverage dates, address and company contacts and advise us of any changes.

To initiate/continue support services, please provide billing authorization by issuing a check, credit card, wire transfer or Purchase Order. If payment is made via Purchase Order, we require the following information to be present:

- 1) Payment terms of "Net 30" must be on the face of the PO
- 2) Current Bill To and Ship To Addresses
- 3) Description of Items Purchased
- 4) Please reference quote#
- 5) PO must have All Required Signatures or written communication stating: "Signature is not needed; this is the standard order process"

Instance	Part #	Description/Serial/FAC	Qty	Unit Price	Annual List	Start	End	# of Days	Extended Price	Reinstatement Fee	Discount	Total
158244939	WS-G-SSS-C	Basic Support Coverage VMware Workstation Pro 12 for Linux and Windows, ESD	10	\$52.00	\$520.00	23-OCT-15	18-JUN-20	1701	\$2,423.34	\$0.00	(\$290.80)	\$2,132.54
153901705	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55
153901706	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55
153901707	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55
153901708	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55



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Fax: 650-427-5001

Instance	Part #	Description/Serial/FAC	Qty	Unit Price	Annual List	Start	End	# of Days	Extended Price	Reinstatement Fee	Discount	Total
153901709	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55
153901710	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55
153901711	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55
153901712	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55
155030612	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55
155030620	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55
155030623	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55
155030627	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55
155030629	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55
155030634	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55
155030636	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55



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Fax: 650-427-5001

Instance	Part #	Description/Serial/FAC	Qty	Unit Price	Annual List	Start	End	# of Days	Extended Price	Reinstatement Fee	Discount	Total
155030641	VS6-EPL-G-SSS-C	Basic Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	1	\$734.00	\$734.00	01-NOV-16	18-JUN-20	1326	\$2,666.53	\$0.00	(\$319.98)	\$2,346.55
154744034	VCS6-STD-G-SSS-C	Basic Support Coverage VMware vCenter Server 6 Standard for vSphere 6 (Per Instance)	1	\$1,259.00	\$1,259.00	01-NOV-16	18-JUN-20	1326	\$4,573.79	\$0.00	(\$548.86)	\$4,024.94

Total List Price (USD): \$49,661.61

Total Reinstatement Fee (USD): \$0.00

Total Discount (USD): (\$5,959.34)

Estimated Tax (USD): ****

Total with Fee (USD):	\$43,702.24
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****** This Quote does not include applicable tax. Applicable tax will be reflected on your invoice**

All pricing is in USD and subject to change due to local: taxes, fees and currency exchange.

Please forward this renewal notification to your preferred local VMware reseller. A link has been provided below to choose from a list of local resellers nearest you.

<http://partnerlocator.vmware.com>

Terms:

Payment of the amount specified for the products and services in this quote shall constitute acceptance of the terms and conditions, quantities, and pricing detailed herein. Subsequent quotes may be subject to separate terms and conditions. Licensee accepts responsibility of license inventory.

Please reference this quotation in any correspondence with VMware. All pricing reflects US Dollars (USD). Prices are exclusive of taxes; applicable taxes will be added. Any errors or omissions in this quote shall be rectified via a replacement or supplemental quote issued by VMware. International customers are responsible for all applicable duty and tariff fees, and must make payment in USD. Purchase orders can be faxed to VMware Sales at (650) 475-5001 (Attn: "SnS renewals," or the individual named below). Purchase orders can be mailed to VMware, Inc., Attn: Support Sales, 3401 Hillview Ave, Palo Alto, CA 94304. Payments can be made to VMware, Inc., Department CH10806, Palatine, IL 60055-0806.

Annual support and subscription services (as documented on the VMware Website) are renewable on the twelve (12) month anniversary of the date of purchase of the VMware software or upon expiration of the then-current term of support and subscription services. Additional reinstatement fees shall apply if you do not purchase support and subscription services at the time of purchase of the VMware software license or if you do not renew support and subscription services in a timely manner. The discount and pricing reflected in this quotation are only valid for the quantity specified, and any modifications require a new quotation to be generated.



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Fax: 650-427-5001

This quotation is subject to the terms and conditions specified in the applicable signed agreement between VMware and Customer, or, if none, to the appropriate then current, standard VMware agreement for the products or services quoted. These agreements, copies of which shall be made available upon request, are:

- * Software - VMware's End User License Agreement for the applicable software product
- * Support and Subscription Services - VMware's Standard Support Programs and Subscription Services Terms and Conditions
- * http://www.vmware.com/pdf/support_terms_conditions.pdf
- * Consulting Services - VMware's Standard Consulting Services Terms
- * VMware's Purchase Orders Standard Terms & Conditions - Purchase Orders do not have to be signed to be valid and enforceable

Accordingly, the software and services are offered under these standard terms and conditions, and this quotation is expressly conditional on acceptance of such terms and conditions. No additional or conflicting terms and conditions will apply without VMware's prior, express written consent, and any such additional or conflicting terms and conditions on customer's purchase order, acknowledgement or other business form are hereby rejected by VMware.

Unless separately agreed by VMware in writing, payment terms are Net 30.

Maximize Your Renewal

Customers who purchase training to support their VMware software recognize specific benefits including:

- Faster adoption
- Improved ROI

Make sure your IT team has the skills needed to take full advantage of your VMware products. VMware Learning Credits allow you to prepay for VMware training and certification. Volume discounts are available.

Buy Learning Credits now

Hyperlink URL:

http://store.vmware.com/store/vmware/en_US/pd/productID.310865200

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

June 29, 2017

APPROVING PURCHASE OF VMWARE MAINTENANCE AND SUPPORT

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

- Section 1. The purchase of VMware maintenance and support for three (3) years in the amount of \$43,702.24 is hereby approved.
- Section 2. This resolution shall take effect immediately.

OFFICE OF THE COUNTY ADMINISTRATOR
600 West 4th Street
Davenport, Iowa 52801-1003

Ph: (563) 326-8702 Fax: (563) 328-3285
www.scottcountyiowa.com
E-Mail: admin@scottcountyiowa.com



June 9, 2017

TO: Mahesh Sharma, County Administrator

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

SUBJ: Approval of Appropriations and Authorized Positions for FY18

Please find attached a listing of appropriations and authorized positions recommended for FY18. There are no appropriation changes from the February 23, 2017 budget adoption amount of \$79,655,481 (including the golf course enterprise fund).

The recommended authorized position levels for next year are presented in a format which provides an accurate tracking method for changes in authorized position levels as approved by the Board throughout the fiscal year as well as at budget time. The first column lists the authorized position levels as of the end of the third quarter of the current fiscal year as previously submitted to Board of Supervisors in the latest Quarterly Financial Summary Report. The next column shows the fourth quarter changes approved during the current fiscal year through June 9, 2017. The third column shows the budget changes as included in the resolution approved on the adoption date of February 23, 2017, with the addition of the IT technology coordinator position adopted on May 4, 2017.

Finally, these three columns added (or subtracted) together total the final column listed as the recommended FY18 authorized FTE level of 485.13 FTE's. There are a number of personnel changes included with the FY18 budget. The Attorney's office is reclassifying a Clerk II position to a Clerk III position. Community Service is adding a 0.50 Clerk III position. A Clerk II position within the Conservation Department was reclassified for increased Hay Points. 1.0 FTE of part time Detention Youth Counselors was added. The Clerk III position within Planning and Development was increased 0.25 FTE. Secondary Roads increased a Roadside Vegetation Specialist, while decreasing a Truck Driver / Laborer. The Cook Position with the Jail was moved from part-time to full time as an increase of 0.40 FTE. The above positions were funded within the respective department's current budget.

The Technology System Coordinator in an increase of 1.0 FTE to the IT Department, and current budget dollars are within the non-departmental budget. This resolution will amend the location of the position dollars to the Information Technology Department.

This authorized position level information is provided jointly by both the Human Resources Department and Administration. It is recommended that the Board approves the attached appropriations and authorized positions for FY18 at your next Board meeting.

Attachment

PERSONNEL SUMMARY (FTE's)

Department	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
Administration	5.90	-	-	5.90
Attorney	33.50	-	-	33.50
Auditor	14.05	-	-	14.05
Information Technology	15.00	-	1.00	16.00
Facilities and Support Services	28.70	-	-	28.70
Community Services	10.00	-	0.50	10.50
Conservation (net of golf course)	48.85	-	-	48.85
Health	46.52	-	-	46.52
Human Resources	3.50	-	-	3.50
Juvenile Court Services	15.40	-	1.00	16.40
Planning & Development	4.33	-	0.25	4.58
Recorder	10.50	-	-	10.50
Secondary Roads	37.15	-	-	37.15
Sheriff	158.60	-	0.40	159.00
Supervisors	5.00	-	-	5.00
Treasurer	28.00	-	-	28.00
SUBTOTAL	465.00	-	3.15	468.15
Golf Course Enterprise	16.98	-	-	16.98
TOTAL	481.98	-	3.15	485.13

ORGANIZATION: Administration

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
A County Administrator	1.00	-	-	1.00
805-A Assistant County Administrator	0.50	-	-	0.50
657-A Director of Budget and Administrative Services	1.00	-	-	1.00
417-A Fleet Manager	0.40	-	-	0.40
332-A ERP / EDM Budget Analyst	1.00	-	-	1.00
298-A Administrative Assistant	1.00	-	-	1.00
252-A Purchasing Specialist	1.00	-	-	1.00
Total Positions	<u>5.90</u>	<u>-</u>	<u>-</u>	<u>5.90</u>

ORGANIZATION: Attorney

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
X County Attorney	1.00	-	-	1.00
X First Assistant Attorney	1.00	-	-	1.00
X Deputy First Assistant Attorney	-	-	-	-
X Assistant Attorney II	-	-	-	-
X Assistant Attorney I	-	-	-	-
611-A Attorney II	7.00	-	-	7.00
511-A Office Administrator	1.00	-	-	1.00
505-A Risk Manager	1.00	-	-	1.00
464-A Attorney I	7.00	-	-	7.00
323-A Case Expeditor	1.00	-	-	1.00
316-A Paralegal-Audio/Visual Production Spec	1.00	-	-	1.00
282-A Paralegal	1.00	-	-	1.00
282-A Executive Secretary/Paralegal	1.00	-	-	1.00
223-C Victim/Witness Coordinator	1.00	-	-	1.00
223-C Fine Payment Coordinator	2.00	-	-	2.00
214-C Administrative Assistant-Juvenile Court	1.00	-	-	1.00
214-C Intake Coordinator	1.00	-	-	1.00
194-C Legal Secretary-Civil Court	1.00	-	-	1.00
191-C Senior Clerk-Victim Witness	1.00	-	-	1.00
177-C Legal Secretary	1.00	-	-	1.00
162-C Clerk III	1.00	-	1.00	2.00
151-C Clerk II-Receptionist	1.00	-	-	1.00
151-C Clerk II-Data Entry	1.00	-	(1.00)	-
Z Summer Law Clerk	0.50	-	-	0.50
Total Positions	<u>33.50</u>	<u>-</u>	<u>-</u>	<u>33.50</u>

ORGANIZATION: Auditor**POSITIONS:**

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
X Auditor	1.00	-	-	1.00
X Deputy Auditor-Elections	-	-	-	-
X Deputy Auditor-Tax	1.00	-	-	1.00
677-A Accounting and Tax Manager	1.00	-	-	1.00
556-A Operations Manager	1.00	-	-	1.00
291-A Election Supervisor	1.00	-	-	1.00
268-A GIS Parcel Maintenance Technician	1.00	-	-	1.00
252-A Payroll Specialist	2.00	-	-	2.00
252-C Accounts Payable Specialist	1.50	-	-	1.50
191-C Senior Clerk III Elections	2.00	-	-	2.00
177-A Official Records Clerk	0.90	-	-	0.90
177-C Platoon Specialist	1.00	-	-	1.00
141-C Clerk II	0.65	-	-	0.65
	<u>14.05</u>	<u>-</u>	<u>-</u>	<u>14.05</u>
Total Positions	<u>14.05</u>	<u>-</u>	<u>-</u>	<u>14.05</u>

ORGANIZATION: Information Technology**POSITIONS:**

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
725-A Information Technology Director	1.00	-	-	1.00
556-A Geographic Information Systems Coord.	1.00	-	-	1.00
519-A Network Infrastructure Supervisor	1.00	-	-	1.00
511-A Senior Programmer/Analyst	1.00	-	-	1.00
455-A Webmaster	1.00	-	-	1.00
445-A Programmer/Analyst II	2.00	-	-	2.00
406-A Network Systems Administrator	5.00	-	-	5.00
332-A Technology System Coordinator	-	-	1.00	1.00
323-A GIS Analyst	1.00	-	-	1.00
187-A Desktop support Specialist	2.00	-	-	2.00
162-A Clerk III	-	-	-	-
	<u>15.00</u>	<u>-</u>	<u>1.00</u>	<u>16.00</u>
Total Positions	<u>15.00</u>	<u>-</u>	<u>1.00</u>	<u>16.00</u>

ORGANIZATION: Facilities and Support Services**POSITIONS:**

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
725-A Director of Facilities and Support Services	1.00	-	-	1.00
300-A Maintenance Coordinator	1.00	-	-	1.00
268-C Maintenance Specialist	4.00	-	-	4.00
268-C Maintenance Electronic Systems Technician	2.00	-	-	2.00
238-A Custodial & Security Coordinator	1.00	-	-	1.00
182-C Maintenance Worker	1.75	-	-	1.75
177-C Senior Clerk	1.00	-	-	1.00
162-C Lead Custodial Worker	2.00	-	-	2.00
141-C Clerk II/Support Services	2.00	-	-	2.00
141-C Clerk II/Scanning	2.00	-	-	2.00
130-C Custodial Worker	9.95	-	-	9.95
83-C General Laborer	1.00	-	-	1.00
	<u>28.70</u>	<u>-</u>	<u>-</u>	<u>28.70</u>
Total Positions				

ORGANIZATION: Community Services**POSITIONS:**

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
725-A Community Services Director	1.00	-	-	1.00
430-A Case Aide Supervisor	1.00	-	-	1.00
430-A Mental Health Coordinator	1.00	-	-	1.00
298-A Veterans Director/Case Aide	1.00	-	-	1.00
271-C Office Manager	1.00	-	-	1.00
252-C Case Aide	2.00	-	-	2.00
162-C Clerk III/Secretary	1.00	-	0.50	1.50
162-C Clerk II/Receptionist	0.85	-	-	0.85
141-C Clerk II/Receptionist	0.15	-	-	0.15
Z Mental Health Advocate	1.00	-	-	1.00
	<u>10.00</u>	<u>-</u>	<u>0.50</u>	<u>10.50</u>
Total Positions				

ORGANIZATION: Conservation (Net of Golf Operations)**POSITIONS:**

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
775-A Director	1.00	-	-	1.00
540-A Deputy Director	1.00	-	-	1.00
470-A Park Manager	2.00	-	-	2.00
382-A Naturalist/Director	1.00	-	-	1.00
271-A Naturalist	2.00	-	-	2.00
262-A Park Ranger	5.00	-	-	5.00
252-A Administrative Assistant	1.00	-	-	1.00
220-A Park Crew Leader / Equipment Specialist	2.00	-	-	2.00
187-A Pioneer Village Site Coordinator	1.00	-	-	1.00
187-A Equipment Specialist	1.00	-	-	1.00
187-A Equipment Mechanic	-	-	-	-
187-A Park Maintenance Technician	4.00	-	-	4.00
162-A Clerk II	-	-	1.00	1.00
141-A Clerk II	1.00	-	(1.00)	-
99-A Cody Homestead Site Coordinator	0.75	-	-	0.75
Z Seasonal Park Maintenance(WLP,SCP, PV)	7.52	-	-	7.52
Z Seasonal Pool Manager (SCP)	0.29	-	-	0.29
Z Seasonal Asst Pool Manager (SCP)	0.21	-	-	0.21
Z Seasonal Lifeguard (WLP, SCP)	6.28	-	-	6.28
Z Seasonal Pool Concessions (SCP)	1.16	-	-	1.16
Z Seasonal Beach/Boathouse Concessions	1.80	-	-	1.80
Z Seasonal Beach Manager (WLP)	0.29	-	-	0.29
Z Seasonal Asst Beach Manager (WLP)	0.23	-	-	0.23
Z Seasonal Park Patrol (WLP, SCP)	2.17	-	-	2.17
Z Seasonal Park Attendants (WLP, SCP, BSP)	2.95	-	-	2.95
Z Seasonal Naturalist -Caretaker	0.66	-	-	0.66
Z Seasonal Naturalist	0.79	-	-	0.79
Z Seasonal Day Camp/Apothecary (PV)	1.56	-	-	1.56
Z Seasonal Concession Worker (Cody)	0.19	-	-	0.19
Total Positions	<u>48.85</u>	<u>-</u>	<u>-</u>	<u>48.85</u>

ORGANIZATION: Glynn's Creek Golf Course**POSITIONS:**

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
462-A Golf Pro/Manager	1.00	-	-	1.00
462-A Golf Course Superintendent	-	-	-	-
220-A Assistant Golf Course Superintendent	1.00	-	-	1.00
187-A Turf Equipment Specialist	1.00	-	-	1.00
162-A Maintenance Technician	1.00	-	-	1.00
Z Seasonal Assistant Golf Professional	0.73	-	-	0.73
Z Seasonal Golf Pro Staff	7.48	-	-	7.48
Z Seasonal Part-Time Laborers	4.77	-	-	4.77
Total Positions	<u>16.98</u>	<u>-</u>	<u>-</u>	<u>16.98</u>

ORGANIZATION: Health**POSITIONS:**

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
805-A Health Director	1.00	-	-	1.00
571-A Deputy Director	1.00	-	-	1.00
470-A Clinical Services Coordinator	1.00	-	-	1.00
417-A Community Health Coordinator	1.00	-	-	1.00
417-A Environmental Health Coordinator	1.00	-	-	1.00
417-A Public Health Services Coordinator	1.00	-	-	1.00
417-A Correctional Health Coordinator	1.00	-	-	1.00
397-A Clinical Services Specialist	1.00	-	-	1.00
366-A Public Health Nurse	9.00	-	-	9.00
355-A Community Health Consultant	5.00	-	-	5.00
355-A Community Health Intervention Specialist	1.00	-	-	1.00
355-A Disease Intervention Specialist	1.00	-	-	1.00
355-A Environmental Health Specialist	7.00	-	-	7.00
323-A Child Health Consultant	2.00	-	-	2.00
271-A Community Dental Consultant	2.00	-	-	2.00
271-A Administrative Office Assistant	-	-	-	-
252-A Administrative Office Assistant	1.00	-	-	1.00
230-A Public Health Nurse-LPN	-	-	-	-
209-A Medical Assistant	2.00	-	-	2.00
198-A Medical Lab Technician	0.75	-	-	0.75
177-A Lab Technician	-	-	-	-
162-A Resource Specialist	2.00	-	-	2.00
141-A Resource Assistant	3.45	-	-	3.45
Z Interpreters	-	-	-	-
Z Dental Hygienist	-	-	-	-
Z Environmental Health Intern	0.25	-	-	0.25
Z Health Services Professional	2.07	-	-	2.07
Total Positions	<u>46.52</u>	<u>-</u>	<u>-</u>	<u>46.52</u>

ORGANIZATION: Human Resources**POSITIONS:**

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
805-A Assistant County Administrator	0.50	-	-	0.50
323-A Human Resources Generalist	2.00	-	-	2.00
198-A Benefits Coordinator	1.00	-	-	1.00
Total Positions	<u>3.50</u>	<u>-</u>	<u>-</u>	<u>3.50</u>

ORGANIZATION: Juvenile Detention Services**POSITIONS:**

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
571-A Juvenile Detention Center Director	1.00	-	-	1.00
323-A Shift Supervisor	2.00	-	-	2.00
215-A Detention Youth Supervisor	12.40	-	1.00	13.40
Total Positions	<u>15.40</u>	<u>-</u>	<u>1.00</u>	<u>16.40</u>

ORGANIZATION: Planning & Development**POSITIONS:**

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
608-A Planning & Development Director	1.00	-	-	1.00
314-C Building Inspector	1.00	-	-	1.00
252-A Planning & Development Specialist	1.00	-	-	1.00
162-A Clerk III	0.50	-	0.25	0.75
Z Weed/Zoning Enforcement Aide	0.58	-	-	0.58
Z Planning Intern	0.25	-	-	0.25
	<u>4.33</u>	<u>-</u>	<u>0.25</u>	<u>4.58</u>
Total Positions				

ORGANIZATION: Recorder**POSITIONS:**

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
X Recorder	1.00	-	-	1.00
Y Second Deputy	1.00	-	-	1.00
496-A Operations Manager	1.00	-	-	1.00
191-C Real Estate Specialist	1.00	-	-	1.00
191-C Vital Records Specialist	1.00	-	-	1.00
162-C Clerk III	1.00	-	-	1.00
141-C Clerk II	4.50	-	-	4.50
	<u>10.50</u>	<u>-</u>	<u>-</u>	<u>10.50</u>
Total Positions				

ORGANIZATION: Secondary Roads**POSITIONS:**

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
864-A County Engineer	1.00	-	-	1.00
634-A Assistant County Engineer	1.00	-	-	1.00
417-A Fleet Manager	0.60	-	-	0.60
430-A Secondary Roads Superintendent	1.00	-	-	1.00
316-A Roadside Vegetation Specialist	1.00	-	-	1.00
300-A Engineering Aide II	2.00	-	-	2.00
233-A Shop Supervisor	1.00	-	-	1.00
230-A Administrative Assistant	1.00	-	-	1.00
213-B Crew Leader/Operator I	3.00	-	-	3.00
204-A Office Leader	-	-	-	-
199-B Sign Crew Leader	1.00	-	-	1.00
187-B Mechanic	2.00	-	-	2.00
187-B Shop Control Clerk	1.00	-	-	1.00
174-B Heavy Equipment Operator III	7.00	-	-	7.00
174-B Roadside Vegetation Technician	-	-	1.00	1.00
174-B Sign Crew Technician	1.00	-	-	1.00
163-B Truck Crew Coordinator	1.00	-	-	1.00
162-A Office Assistant	1.00	-	-	1.00
162-A Clerk III	-	-	-	-
153-B Truck Driver/Laborer	10.00	-	(1.00)	9.00
143-B Service Technician	1.00	-	-	1.00
Z Engineering Intern	0.25	-	-	0.25
Z Seasonal Maintenance Worker	0.30	-	-	0.30
Z Eldridge Garage Caretaker	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
Total Positions	37.15	-	-	37.15

ORGANIZATION: Sheriff**POSITIONS:**

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
X Sheriff	1.00	-	-	1.00
Y Chief Deputy	2.00	-	-	2.00
Y Chief Deputy - Captain	-	1.00	-	1.00
705-A Jail Administrator	-	-	-	-
571-A Assistant Jail Administrator	1.00	-	-	1.00
540-A Assistant Jail Administrator	-	-	-	-
519-A Captain	1.00	(1.00)	-	-
464-A Lieutenant	3.00	-	-	3.00
451-E Training Sergeant	1.00	-	-	1.00
451-E Sergeant	6.00	-	-	6.00
430-A Shift Commander (Corrections Lieutenant)	2.00	-	-	2.00
406-A Shift Commander (Corrections Lieutenant)	-	-	-	-
332-A Corrections Sergeant	14.00	-	-	14.00
332-A Food Service Manager	1.00	-	-	1.00
329-E Deputy	30.00	-	-	30.00
323-A Program Services Coordinator	2.00	-	-	2.00
289-A Classification Specialist	2.00	-	-	2.00
271-A Office Administrator	1.00	-	-	1.00
262-A Lead Bailiff	1.00	-	-	1.00
246-H Correction Officer	59.00	-	-	59.00
220-A Bailiff	12.40	-	-	12.40
220-A Senior Accounting Clerk-Receptionist	1.00	-	-	1.00
198-A Court Compliance Coordinator	2.00	-	-	2.00
198-A Alternative Sentencing Coordinator	1.00	-	-	1.00
177-C Senior Clerk	1.00	-	-	1.00
220-C Senior Accounting Clerk	2.00	-	-	2.00
177-C Inmate Services Clerk	1.00	-	-	1.00
176-H Jail Custodian/Correction Officer	4.00	-	-	4.00
176-C Cook	3.60	-	0.40	4.00
162-A Clerk III	3.60	-	-	3.60
Total Positions	<u>158.60</u>	<u>-</u>	<u>0.40</u>	<u>159.00</u>

ORGANIZATION: Supervisors, Board of**POSITIONS:**

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
X Supervisor, Chairman	1.00	-	-	1.00
X Supervisor	4.00	-	-	4.00
Total Positions	<u>5.00</u>	<u>-</u>	<u>-</u>	<u>5.00</u>

ORGANIZATION: Treasurer

POSITIONS:

	FY17 as of 03/31/17	FY17 4th QTR Changes	FY18 Budget Changes	FY18 Adjusted FTE
X Treasurer	1.00	-	-	1.00
611-A Financial Management Supervisor	1.00	-	-	1.00
556-A Operations Manager	1.00	-	-	1.00
382-A County General Store Manager	1.00	-	-	1.00
332-A Tax Accounting Specialist	1.00	-	-	1.00
332-A Motor Vehicle Supervisor	1.00	-	-	1.00
191-C Cashier	1.00	-	-	1.00
177-C Accounting Clerk - Treasurer	3.00	-	-	3.00
162-C Clerk III	1.00	-	-	1.00
151-C Multi-Service Clerk	17.00	-	-	17.00
	<u>28.00</u>	<u>-</u>	<u>-</u>	<u>28.00</u>

SCOTT COUNTY
FY 18 APPROPRIATIONS SUMMARY

Description	FY 18 Adopted	Budget Changes	FY 18 Appropriated
Administration	\$ 768,252	\$ -	\$ 768,252
Attorney	4,344,262	-	4,344,262
Auditor	1,685,051	-	1,685,051
Authorized Agencies	10,033,269	-	10,033,269
Capital Improvements (general)	5,457,376	-	5,457,376
Community Services	5,484,204	-	5,484,204
Conservation (net of golf course)	3,606,739	-	3,606,739
Debt Service (net of refunded debt)	3,389,950	-	3,389,950
Facility & Support Services	3,633,378	-	3,633,378
Health	6,558,281	-	6,558,281
Human Resources	435,170	-	435,170
Human Services	78,452	-	78,452
Information Technology	2,664,091	-	2,664,091
Juvenile Court Services	1,499,844	-	1,499,844
Non-Departmental	724,273	-	724,273
Planning & Development	442,495	-	442,495
Recorder	828,096	-	828,096
Secondary Roads	8,419,000	-	8,419,000
Sheriff	15,895,200	-	15,895,200
Supervisors	331,075	-	331,075
Treasurer	2,183,042	-	2,183,042
SUBTOTAL	78,461,500	-	78,461,500
Golf Course Operations	1,193,981	-	1,193,981
TOTAL	\$ 79,655,481	\$ -	\$ 79,655,481

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
ORGANIZATION: ADMINISTRATION			
APPROPRIATIONS			
Personal Services	750,327	-	750,327
Expenses	16,225	-	16,225
Supplies	1,700	-	1,700
	-----	-----	-----
TOTAL APPROPRIATIONS	768,252	-	768,252
	=====	=====	=====
ORGANIZATION: ATTORNEY			
APPROPRIATIONS			
Personal Services	3,245,989	-	3,245,989
Equipment	-	-	-
Expenses	1,049,273	-	1,049,273
Supplies	49,000	-	49,000
	-----	-----	-----
TOTAL APPROPRIATIONS	4,344,262	-	4,344,262
	=====	=====	=====
ORGANIZATION: AUDITOR			
APPROPRIATIONS			
Personal Services	1,379,836	-	1,379,836
Expenses	270,615	-	270,615
Supplies	34,600	-	34,600
	-----	-----	-----
TOTAL APPROPRIATIONS	1,685,051	-	1,685,051
	=====	=====	=====

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
ORGANIZATION: CAPITAL IMPROVEMENTS (GENERAL)			
APPROPRIATIONS			
Capital Improvements	5,457,376	-	5,457,376
	-----	-----	-----
TOTAL APPROPRIATIONS	5,457,376	-	5,457,376
	=====	=====	=====
ORGANIZATION: COMMUNITY SERVICES			
APPROPRIATIONS			
Personal Services	954,680	-	954,680
Equipment	508	-	508
Expenses	4,523,819	-	4,523,819
Supplies	5,197	-	5,197
	-----	-----	-----
TOTAL APPROPRIATIONS	5,484,204	-	5,484,204
	=====	=====	=====
ORGANIZATION: CONSERVATION			
APPROPRIATIONS			
Personal Services	2,643,027	-	2,643,027
Capital Outlay	-	-	-
Expenses	508,903	-	508,903
Supplies	454,809	-	454,809
	-----	-----	-----
TOTAL APPROPRIATIONS	3,606,739	-	3,606,739
	=====	=====	=====

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
ORGANIZATION: GLYNNS CREEK GOLF COURSE			
APPROPRIATIONS			
Personal Services	700,127	-	700,127
Equipment	166,859	-	166,859
Expenses	111,890	-	111,890
Supplies	215,105	-	215,105

TOTAL APPROPRIATIONS	1,193,981	-	1,193,981
	=====		
ORGANIZATION: DEBT SERVICE			
APPROPRIATIONS			
Debt Service	3,389,950	-	3,389,950
Expenses	-	-	-

TOTAL APPROPRIATIONS	3,389,950	-	3,389,950
	=====		
ORGANIZATION: FACILITY AND SUPPORT SERVICES			
APPROPRIATIONS			
Personal Services	1,791,320	-	1,791,320
Equipment	9,350	-	9,350
Expenses	1,633,458	-	1,633,458
Supplies	199,250	-	199,250

TOTAL APPROPRIATIONS	3,633,378	-	3,633,378
	=====		

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
ORGANIZATION: HEALTH			
APPROPRIATIONS			
Personal Services	4,327,991	-	4,327,991
Expenses	2,162,742	-	2,162,742
Supplies	67,548	-	67,548
	-----	-----	-----
TOTAL APPROPRIATIONS	6,558,281	-	6,558,281
	=====	=====	=====

ORGANIZATION: HUMAN RESOURCES

APPROPRIATIONS

Personal Services	326,470	-	326,470
Expenses	104,950	-	104,950
Supplies	3,750	-	3,750
	-----	-----	-----
TOTAL APPROPRIATIONS	435,170	-	435,170
	=====	=====	=====

ORGANIZATION: HUMAN SERVICES

APPROPRIATIONS

Equipment	-	-	-
Expenses	60,800	-	60,800
Supplies	17,652	-	17,652
	-----	-----	-----
TOTAL APPROPRIATIONS	78,452	-	78,452
	=====	=====	=====

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
ORGANIZATION: INFORMATION TECHNOLOGY			
APPROPRIATIONS			
Personal Services	1,519,391	86,085	1,605,476
Equipment	6,000	-	6,000
Expenses	1,132,800	-	1,132,800
Supplies	5,900	-	5,900

TOTAL APPROPRIATIONS	2,664,091	86,085	2,750,176
=====			

ORGANIZATION: JUVENILE DETENTION SERVICES

APPROPRIATIONS			
Personal Services	1,386,213	-	1,386,213
Equipment	2,600	-	2,600
Expenses	64,531	-	64,531
Supplies	46,500	-	46,500

TOTAL APPROPRIATIONS	1,499,844	-	1,499,844
=====			

ORGANIZATION: NON-DEPARTMENTAL

APPROPRIATIONS			
Personal Services	86,085	(86,085)	-
Expenses	637,688	-	637,688
Supplies	500	-	500

TOTAL APPROPRIATIONS	724,273	(86,085)	638,188
=====			

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
ORGANIZATION: PLANNING & DEVELOPMENT			
APPROPRIATIONS			
Personal Services	386,975	-	386,975
Expenses	52,320	-	52,320
Supplies	3,200	-	3,200
	-----	-----	-----
TOTAL APPROPRIATIONS	442,495	-	442,495
	=====	=====	=====

ORGANIZATION: RECORDER

APPROPRIATIONS

Personal Services	767,596	-	767,596
Expenses	48,150	-	48,150
Supplies	12,350	-	12,350
	-----	-----	-----
TOTAL APPROPRIATIONS	828,096	-	828,096
	=====	=====	=====

ORGANIZATION: SECONDARY ROADS

APPROPRIATIONS

Administration	310,000	-	310,000
Engineering	515,000	-	515,000
Bridges & Culverts	205,000	-	205,000
Roads	2,610,000	-	2,610,000
Snow & Ice Control	468,000	-	468,000
Traffic Controls	245,500	-	245,500
Road Clearing	231,000	-	231,000

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
New Equipment	750,000	-	750,000
Equipment Operation	1,287,500	-	1,287,500
Tools, Materials & Supplies	102,000	-	102,000
Real Estate & Buildings	90,000	-	90,000
Roadway Construction	1,605,000	-	1,605,000

TOTAL APPROPRIATIONS	8,419,000	-	8,419,000
=====			

ORGANIZATION: SHERIFF

APPROPRIATIONS

Personal Services	14,283,316	-	14,283,316
Equipment	88,455	-	88,455
Expenses	587,082	-	587,082
Supplies	936,347	-	936,347

TOTAL APPROPRIATIONS	15,895,200	-	15,895,200
=====			

ORGANIZATION: SUPERVISORS, BOARD OF

APPROPRIATIONS

Personal Services	309,550	-	309,550
Expenses	20,700	-	20,700
Supplies	825	-	825

TOTAL APPROPRIATIONS	331,075	-	331,075
=====			

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
ORGANIZATION: TREASURER			
APPROPRIATIONS			
Personal Services	2,016,327	-	2,016,327
Equipment	1,170	-	1,170
Expenses	112,720	-	112,720
Supplies	52,825	-	52,825
	-----	-----	-----
TOTAL APPROPRIATIONS	2,183,042	-	2,183,042
	=====	=====	=====
ORGANIZATION: BI-STATE PLANNING COMMISSION			
APPROPRIATIONS			
Expenses	93,355	-	93,355
	-----	-----	-----
TOTAL APPROPRIATIONS	93,355	-	93,355
	=====	=====	=====
ORGANIZATION: CENTER FOR ALCOHOL/DRUG SERVICES			
APPROPRIATIONS			
Expenses	688,331	-	688,331
	-----	-----	-----
TOTAL APPROPRIATIONS	688,331	-	688,331
	=====	=====	=====
ORGANIZATION: CENTER FOR AGING SERVICES			
APPROPRIATIONS			
Expenses	275,250	-	275,250
	-----	-----	-----
TOTAL APPROPRIATIONS	275,250	-	275,250
	=====	=====	=====

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
ORGANIZATION: COMMUNITY HEALTH CARE			
APPROPRIATIONS			
Expenses	302,067	-	302,067
	-----	-----	-----
TOTAL APPROPRIATIONS	302,067	-	302,067
	=====	=====	=====
ORGANIZATION: DURANT VOLUNTEER AMBULANCE			
APPROPRIATIONS			
Expenses	20,000	-	20,000
	-----	-----	-----
TOTAL APPROPRIATIONS	20,000	-	20,000
	=====	=====	=====
ORGANIZATION: EMERGENCY MANAGEMENT AGENCY			
APPROPRIATIONS			
Expenses	7,676,209	-	7,676,209
	-----	-----	-----
TOTAL APPROPRIATIONS	7,676,209	-	7,676,209
	=====	=====	=====
ORGANIZATION: HUMANE SOCIETY			
APPROPRIATIONS			
Expenses	33,317	-	33,317
	-----	-----	-----
TOTAL APPROPRIATIONS	33,317	-	33,317
	=====	=====	=====

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
ORGANIZATION: LIBRARY			
APPROPRIATIONS			
Expenses	574,740	-	574,740
	-----	-----	-----
TOTAL APPROPRIATIONS	574,740	-	574,740
	=====	=====	=====
ORGANIZATION: MEDIC AMBULANCE			
APPROPRIATIONS			
Expenses	200,000	-	200,000
	-----	-----	-----
TOTAL APPROPRIATIONS	200,000	-	200,000
	=====	=====	=====
ORGANIZATION: QUAD-CITY CONVENTION & VISITORS BUREAU			
APPROPRIATIONS			
Expenses	70,000	-	70,000
	-----	-----	-----
TOTAL APPROPRIATIONS	70,000	-	70,000
	=====	=====	=====
ORGANIZATION: QUAD-CITY DEVELOPMENT GROUP			
APPROPRIATIONS			
Expenses	100,000	-	100,000
	-----	-----	-----
TOTAL APPROPRIATIONS	100,000	-	100,000
	=====	=====	=====

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

June 29, 2017

APPROVAL OF APPROPRIATIONS AND AUTHORIZED POSITIONS FOR FY18

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

Section 1. Appropriations and authorized positions for the FY18 budget adopted February 23, 2017 are hereby approved in the amount of \$79,655,481 and 485.13 FTE's as presented by the County Administrator.

Section 2. Appropriations of \$86,085 for personal services are reclassified from Non-Department to Information Technology.

Section 2. The County Administrator is hereby directed to establish appropriations totaling \$79,655,481 as found in the summary schedules in the Office of the County Auditor and the Office of the County Administrator.

Section 3. This resolution shall take effect immediately.

OFFICE OF THE COUNTY ADMINISTRATOR600 West Fourth Street
Davenport, Iowa 52801-1003Office: (563) 326-8702
Fax: (563) 328-3285
www.scottcountyia.com

Item #23

6/27/17

June 9, 2017

TO: Mahesh Sharma, County Administrator

FROM: David Farmer, Director of Budget and Administrative Services

SUBJ: Approving FY17 Fund Transfers

It is required that the Board approves fund transfers prior to year end. However, the calculation of all transfer amounts (for interest earnings, capital purchases, etc) would not be possible until after year end amounts have been booked, which is subsequent to year end (under accrual accounting). In the interim, it is recommended that the Board pass a general resolution prior to year end with a follow-up memo from staff provided to the Board at a later date.

At this time, it is recommended that the Board approve the following fund transfers at their Board meeting to be held on June 29, 2017.

<u>From Fund</u>	<u>To Fund</u>	<u>Amount*</u>	<u>Reason</u>
General Fund	Vehicle	\$325,000	Property Tax Funding
General Fund	Secondary Roads	\$835,000	Property Tax Funding
General Fund	Electronic Equip	\$610,000	Property Tax Funding
General Fund	Capital	\$1,050,000	Property Tax Funding
General Fund	Capital	\$782,830	Conservation CIP projects
General Fund	Capital	\$262,876	Conservation CIP projects - Restricted
General Fund	Capital	\$2,500,000	One time uses of fund balance
General Fund	Cons CIP	*TBD	Unused Conservation CIP appropriations
General Fund	Cons Equipment	*TBD	Unused Conservation Equip appropriations
General Fund	General Supplemental	\$6,464,079	Property tax funding
General Fund	Golf Course Enterprise	*TBD	Conservation Fee Transfer
General Fund	Insurance Fund	\$500,000	Prior Year General Fund Assigned Balance
Rural Services	Secondary Roads	\$2,408,000	Property tax funding
Electronic Equip	Capital	\$610,000	Electronic equipment purchases
Cons CIP	Capital	*150,100	Use of Conservation CIP funds
Cons Equip	General	*TBD	Use of Conservation Equip funds
Recorder Mgmt Fees	General	\$20,000	To fund Recorder Record Mgmt authorized expenditures
Recorder Mgmt Fees	Capital	*TBD	To fund Recorder Record Mgmt authorized expenditures

*TBD = To Be Determined or changed on actual results

This memo will be updated to the Board in September for their information on amounts designated by TBD (to be determined once final year end accrual accounting data is known. It is recommended the Board approve these fund transfers at their next 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

June 29, 2017

APPROVAL OF FY17 YEAR-END FUND TRANSFERS

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

Section 1. FY17 year-end fund transfers as presented by the County Administrator are hereby approved.

Section 2. This resolution shall take effect immediately.

STRATEGIC PLAN

2017 → 2022 → 2032



Scott County, Iowa
March 2017

Item #24
6/27/17



Lyle Sumek Associates, Inc.
9 Flagship Court
Palm Coast, FL 32137

Phone: (386) 246-6250
Fax: (386) 246-6252
E-mail: sumekassoc@gmail.com

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STRATEGIC PLANNING FOR SCOTT COUNTY

Strategic Planning Model for the Scott County

Value-based principles that describe the preferred future in 15 years

VISION

**Destination
“You Have Arrived”**

Strategic goals that focus outcome-base objectives and potential actions for 5 years

PLAN

**Map
“The Right Route”**

Focus for one year – a work program: Policy Agenda for Board of Supervisors, Management Agenda for staff; Major Projects

EXECUTION

**Itinerary
“The Right Direction”**

Principles that define the responsibility of County government and frame the primary services – core service businesses

MISSION

**Vehicle
“The Right Bus”**

Personal values that define performance standards and expectations for employees

CORE BELIEFS

**Fuel
“The Right People”**

SCOTT COUNTY VISION 2032

Scott County Vision 2032

SCOTT COUNTY 2032
is a *GREAT PLACE TO LIVE* ⁽¹⁾
and a
***GREAT PLACE FOR BUSINESS* ⁽²⁾.**



SCOTT COUNTY 2032
is a
***SAFE COMMUNITY* ⁽³⁾,**
a
***HEALTHY COMMUNITY* ⁽⁴⁾**
and a
***LIVEABLE COMMUNITY FOR ALL* ⁽⁵⁾.**

Scott County Vision 2032

PRINCIPLE 1

GREAT PLACE TO LIVE

► Means

1. Great county parks with a variety of venues
2. Well built, well maintained county roads that facilitate movement in Scott County and the region
3. Managing and planning for growth within municipalities
4. Positive activities for youth
5. Preservation of agricultural land
6. Range of housing choices and living styles throughout Scott County
7. Preferred place to live in the Quad Cities
8. Trail system connecting county and municipal parks and community destinations
9. Preservation and promotion of Scott County's history and heritage

PRINCIPLE 2

GREAT PLACE FOR BUSINESS

► Means

1. Strong, diverse regional economy
2. Workforce development for 21st century job opportunities partnering with schools and community college
3. Expanded agriculture and agri-related businesses
4. Strong working partnerships with Quad Cities 1st, municipalities, business community and Scott County government to promote economic growth and business investment
5. Industrial/business park available for new businesses or expansion of current businesses – Eastern Iowa Industrial Center
6. Expanded manufacturing and advanced manufacturing businesses
7. Maintained/expanded Rock Island Arsenal
8. Support for small business development and entrepreneurs
9. Infrastructure improved to support business investment

PRINCIPLE 3

SAFE COMMUNITY

► Means

1. Strong working partnership among law enforcement agencies
2. Effective jail population management
3. Effective countywide emergency communications system
4. Strong working relationship among fire service providers
5. Effective emergency management preparation, response and recovery
6. Timely response to an emergency call for service
7. Residents and the community involved and sharing responsibility to make Scott County safe
8. Community support for law enforcement agencies
9. Quality, coordinated EMS throughout the County

PRINCIPLE 4

HEALTHY COMMUNITY

► Means

1. Quality air and water
2. Quality hospital serving the needs of the community
3. Clinics to serve vulnerable populations
4. Strong partnership among public and private healthcare providers
5. Timely access to mental health services
6. Elimination of lead paint problems
7. Proactive preventive health programs and services
8. Helping residents to make healthily life choices through effective educational programs

PRINCIPLE 5

LIVABLE COMMUNITY FOR ALL

► Means

1. Effective, expanded mental health programs and services responding to community needs
2. Variety of job opportunities for residents
3. Convenient public transportation system(s) serving the needs of residents
4. Strong working partnerships with community-based organizations, faith-based institutions and Scott County government
5. Effectively addressing chronic homeless issues with shelters and services
6. Fair, equitable county services and programs

SCOTT COUNTY GOVERNMENT: MISSION AND CORE VALUES

Scott County Government: Mission

SCOTT COUNTY GOVERNMENT

**is dedicated to Protecting, Strengthening and Enriching
our Community by delivering Quality Services and
providing Leadership with P.R.I.D.E.**

Scott County Government: Core Values

SCOTT COUNTY GOVERNMENT: SERVICE WITH P.R.I.D.E.

We Serve the Citizens with:

Professionalism	Doing it Right
Responsiveness	Doing it Now
Involvement	Doing it Together
Dedication	Doing it with Commitment
Excellence	Doing it Well

SCOTT COUNTY PLAN FOR 2017 – 2022

Scott County Goals for 2017-2022

FINANCIALLY RESPONSIBLE COUNTY GOVERNMENT

LOCAL AND REGIONAL ECONOMIC GROWTH

**HIGH PERFORMING ORGANIZATION =
EXCEPTIONAL COUNTY SERVICES**

GREAT PLACE TO LIVE

Goal 1

Financially Responsible County Government

OBJECTIVES

1. Deliver County services in the most efficient, cost effective manner
2. Have adequate resources for defined County services and programs
3. Serve as responsible stewards of County finances and resources
4. Maintain/reduce the County tax rate
5. Invest in the maintenance and future expansion of County buildings, facilities and roads
6. Have affordable, responsible compensation and benefits for County employees

VALUE TO RESIDENTS

1. Service value for County taxes and fees
2. County acting as responsible stewards of finances and services
3. Efficient delivery of County services
4. Balancing the needs of today while investing in the County's future
5. Expanding resources through partnership and grants
6. County employees having the resources to provide exceptional County services

**SHORT TERM CHALLENGES
AND OPPORTUNITIES**

1. Addressing the impacts of “backfill”
2. Reducing the costs of service delivery
3. Tax cap and funding for mental health services
4. Future State of Iowa mandates, financial restrictions and changing service responsibilities
5. Differing views on County “core” service responsibilities
6. Determining who should pay for services and programs – degree of subsidy
7. Working with municipalities to reduce the cost of services through collaboration
8. Providing and funding for services to residents that are vulnerable or who have special needs
9. Anti-tax climate while increase demand for County services

**LONG TERM CHALLENGES
AND OPPORTUNITIES**

1. Developing and funding for competitive compensation and benefit packages
2. Deferred maintenance and aging county facilities and infrastructure
3. Changing relationship with federal government and the impacts on County services and finances – fewer grants, more earmarks
4. Increasing costs of county service delivery and construction projects: healthcare, materials, etc.

POLICY ACTIONS 2017

- | | | |
|---|--|--------------|
| 1. SECC Radio System | <table border="1"><tr><td>Top Priority</td></tr></table> | Top Priority |
| Top Priority | | |
| 2. Commercial Backfill/Equalization Strategy and Plan | <table border="1"><tr><td>Top Priority</td></tr></table> | Top Priority |
| Top Priority | | |
| 3. Comprehensive Salary and Benefits Study | <table border="1"><tr><td>Top Priority</td></tr></table> | Top Priority |
| Top Priority | | |
| 4. Mental Health Funding: Policy Strategy | <table border="1"><tr><td>Top Priority</td></tr></table> | Top Priority |
| Top Priority | | |
| 5. Core County Service Inventory/Report | <table border="1"><tr><td>Mod Priority</td></tr></table> | Mod Priority |
| Mod Priority | | |
| 6. Healthcare Cost Containment Strategy | <table border="1"><tr><td>Mod Priority</td></tr></table> | Mod Priority |
| Mod Priority | | |

MANAGEMENT ACTIONS 2017

- | | | |
|-------------------------------------|---|---------------|
| | <p>PRIORITY</p> | |
| 1. Risk Management Policy: Update | <table border="1"><tr><td>Top Priority</td></tr></table> | Top Priority |
| Top Priority | | |
| 2. Credit Card Policy/Process | <table border="1"><tr><td>High Priority</td></tr></table> | High Priority |
| High Priority | | |
| 3. Purchase Card Vendor Procurement | <table border="1"><tr><td>High Priority</td></tr></table> | High Priority |
| High Priority | | |

MANAGEMENT IN PROGRESS 2017

1. Tax Deed Auction
2. Per Diem Outside County: (Evaluation Board Decision: 5/17)
3. Asset Management Supporting Software Transition
4. Annual Financial Audit
5. PAFR
6. SECC Communication Equipment: Bond 2009 Refinancing
7. Pension: Monitoring, Legislative Advocacy
8. Parks ADA Compliance Plan: Project Application

MAJOR PROJECTS 2017

1. 6B Liberty Bridge
2. Annual Paving Projects (Pavement Preservation)
3. Annual Roadside Vegetation Management Projects
4. 33B Allens Grove Bridge
5. Walkway Connecting Courthouse to Administration Building
6. Wastewater Treatment Plant Replacement
7. 4E Sheridan Bridge
8. 27H Le Claire Bridge
9. 102nd Pavement and Widening
10. 52nd Avenue Pavement

ON THE HORIZON 2018 – 2022

1. Information Technology Assessment/Plan
2. Contract for Service Delivery Report
3. Golf Course Evaluation
4. Purchasing Policy – “Buy Local”
5. Road Preservation/Stabilization Program: Enhance Service Level,
Funding
6. Jail Staffing Analysis, Plan, Funding

Goal 2

Local and Regional Economic Growth

OBJECTIVES

1. Expand the County tax base and revenues through economic growth and business investment
2. Partner with/support schools and colleges in preparing a workforce for 21st century job opportunities
3. Partner with/support municipalities in local economic development projects and investments
4. Expand agricultural related businesses in Scott County
5. Support the retention and growth of current Scott County businesses
6. Attract new major businesses to Scott County – headquarters, regional offices, major production plants
7. Have industrial/commercial land available for business investment with adequate infrastructure

VALUE TO RESIDENTS

1. More diverse tax base with less burden on the individual property owner
2. County revenues to support current or expanded services responsive to the needs of Scott County residents
3. Business finding Scott County a great place to have and grow a business - reputation as “business friendly”
4. Opportunities to start and grow a business in Scott County
5. Job opportunities need home - more personal and leisure time

**SHORT TERM CHALLENGES
AND OPPORTUNITIES**

1. Expanding agriculture and agri-related businesses
2. Defining the County role and the relationships with economic development partners
3. Establishing County policies for economic development and incentives for business investment, including funding
4. Having land available for business investment
5. Developing and enhancing the information technology infrastructure
6. Attracting advanced manufacturing to the Quad Cities
7. Future BRAC and the impact on the Quad Cities

**LONG TERM CHALLENGES
AND OPPORTUNITIES**

1. Marketing the region and Scott County to the world
2. Business expectations of partnerships and incentives
3. Balancing regional economic growth vs. local Scott County economic growth
4. Differing views on government's role in economic development and public – private partnerships
5. Uncertain global and national economy

POLICY ACTIONS 2017

1. County Economic Development Policy, Role, Incentive, TIF
2. Industrial Park Development

PRIORITY

High Priority

High Priority

MANAGEMENT IN PROGRESS 2017

1. GDRC

ON THE HORIZON 2018 – 2022

1. Economic Development Summit

Goal 3

High Performing Organization = Exceptional County Services

OBJECTIVES

1. Have effective management and employee succession planning and program
2. Increase residents understanding of Scott County government – policies, plans, services, finances, programs, and value to daily life
3. Value creative thinking and innovative decision making throughout the County organization
4. Have County government working as a team that effectively uses the available resources
5. Have easy access to County information and services
6. Collaborate with other governments in the Quad Cities in service delivery

VALUE TO RESIDENTS

1. Easy access to County information and services
2. Great customer service with every contact with County government
3. County government responsive to the needs of the community and residents
4. Service value for taxes and fees
5. County employees “owning” and taking responsibility for their decision and actions
6. Pride in County buildings, facilities and roads

SHORT TERM CHALLENGES AND OPPORTUNITIES

1. Maintaining the sense of County Team – Board of Supervisors, Elected Officials, Administration, and all County Employees working together as a high performing team
2. Attracting potential employees that share our values – “Service with P.R.I.D.E.
3. Understanding the needs of County residents and businesses
4. Increasing regulatory complexity and compliance
5. Protecting information security and potential cyber attacks
6. Planning for the upcoming retirements of the mature County managers and employees
7. Differing organizational cultures – County and municipalities
8. Prioritizing future ECM projects

LONG TERM CHALLENGES AND OPPORTUNITIES

1. Growing anti-government attitude by some residents – national lack of trust and confidence in government
2. Finding the next generation of public employees
3. Differing definitions of the mission and service responsibilities of County government
4. Addressing misinformation and inaccurate information about Scott County government
5. Lack of teamwork and trust among the Board of Supervisors
6. Inconsistent application of Board policies by department
7. Changing expectations of citizen transparency and access to government
8. Sites for election equipment and training
9. Potential changes in Board membership

POLICY ACTIONS 2017

1. Emergency Management Plan
2. Audio/Visual Recording
3. County Campus Security Audit/Plan
4. Small Town Technology Strategy/Action Plan
5. County Communications Plan
6. Information Security Assessment Report/Action Plan

PRIORITY

- | |
|---------------|
| Top Priority |
| High Priority |
| Mod Priority |

MANAGEMENT ACTIONS 2017

1. Management/Employee Succession Planning/Program
2. Business Continuity of Operation Plan
3. Fleet Management Plan
4. Election Equipment and Space
5. HIPPA Assessment and Policy/Process
6. FSS Custodial Staff for Jail
7. Video Surveillance Storage: Direction, Funding
8. Electronic Content Management

PRIORITY

- | |
|---------------|
| Top Priority |
| Top Priority |
| Top Priority |
| High Priority |

MANAGEMENT IN PROGRESS 2017

1. Field GIS Data Collection Apps
2. Microsoft Hosted email Conversion
3. Arc GIS Desktop/Arc Server: Updates
4. NG 911 Statewide Data Model – Standardized Data Submittal Process
5. Website Platform Expansion/Drupal Multi Site/Domain Access
6. Health Confidentiality Procedure/Policy: Revision, Training
7. Recruitment Process: Improvements
 - a) Deputy Sheriff
 - b) Correction Officers
8. Telephone System: Upgrade
9. County Employee Internet: Update
10. IT Tech Coordinator Position (Sheriff’s Office Support)
11. Website Distributed Content Contribution: Implementation
12. Family Team Decision Making (FTDM) Program: Implementation
13. Detention Screening Tool: Implementation, Training
14. Planning Co Zo Spring Conference
15. Regional Aerial Photo
16. Hazard Mitigation Plan: Update (Board Decision: Adoption)
17. I.T. Service Desk Review
18. Administrative Policies: Review
19. Sheriff Website Update

MANAGEMENT IN PROGRESS 2017

(Continued)

20. Jail with Programs/Efficiency (Cutting Edge)
21. Civil Process Service
22. Jail Video Project: Direction, Funding
23. Weekend Violators Program: Plan, Implementation
24. Leadership Summit
25. Desktop PC Replacement
26. Drug Conspiracy Arrests
27. One Year Title Records: Scanned
28. Prison Rape Elimination Audit
29. ERP Implementation: User Advisory Group
 - Human Resource Training
 - Business Analytics
30. Deputy County Medical Examiners
31. Subscription Service: Tax Sale Certificates Online
32. Parcel Query/Web GIS Updates
33. New Election Equipment

MAJOR PROJECTS 2017

1. Planning and Development Relocation
2. Sheriff Patrol Headquarters
3. Juvenile Detention Expansion
4. CCTV Expansion: Administrative Center, Juvenile Detention, Jail, Sheriff Patrol
5. Administrative Center Carpet Replacement
6. Jail Carpet Replacement

ON THE HORIZON 2018 – 2022

1. New Court Room (3rd Floor)
2. Community Outreach and Engagement Strategy
3. Sheriff Training Room

Goal 4

Great Place to Live

OBJECTIVES

1. Connect County trails to County parks and some municipal parks
2. Preserve/enhance the natural resources and environment of Scott County
3. Partner to provide a timely, appropriate response for an emergency call or a natural disaster
4. Have quality roads that facilitate mobility throughout the County and the region
5. Have top quality County parks
6. Maintain a safe community for all – “Safest Large County in Iowa”
7. Have County land and master plans used in guiding and managing growth in Scott County

VALUE TO RESIDENTS

1. Feeling safe and secure – at home, and throughout the County
2. Range of quality leisure and recreational choice near home
3. Easy movement throughout Scott County with predictable travel times
4. Range of housing and living style choices within Scott County
5. County prepared for, able to respond to and recover from a natural disaster or major emergency situation
6. Greater access to the river and water

**SHORT TERM CHALLENGES
AND OPPORTUNITIES**

1. Changing environment for law enforcement
2. Funding for the maintenance and upgrading County parks
3. Changes in MH region – revised 28e, HIPAA policies, websites, etc.
4. Increasing number of residents with special needs or circumstances
5. Working with the community to create a safe Scott County
6. Increasing cyber crimes impacting residents
7. Collaborating to expand trail connectivity to parks and other community destinations

**LONG TERM CHALLENGES
AND OPPORTUNITIES**

1. Reduced funding and services for mental health
2. Expanding the amenities and venues at County parks
3. Changing recreational and leisure patterns by generations
4. Competition among municipalities
5. Keeping Scott County affordable for families and young professionals
6. Financial position of EMS MEDIC endangered by changing transportation volumes and reimbursement challenges
7. Tapping the potential recreational/leisure uses of the Mississippi River
8. Funding for trail maintenance and expansion
9. Impacts of changes in or the repeal of the Affordable Care Act
10. Havoc caused by Managed Care Organization (MCO's) delayed payments, denying payments – potential county funding
11. Lack of affordable housing and transportation services

POLICY ACTIONS 2017

1. Lead Abatement
2. Trail Connectivity Plan
3. Future Land Use Map
4. Rural Residential/Building Ordinance/Guidelines
5. Mental Health Direction
6. Minimal Property Maintenance Standards: Ordinance/Enforcement

PRIORITY

High Priority
High Priority
High Priority
High Priority

MANAGEMENT ACTIONS 2017

1. Parks Master Plan: Update
2. Building Codes: Adoption

PRIORITY

MANAGEMENT IN PROGRESS 2017

1. Practice Fusion Electronic Health Records
2. HIV Testing and Outreach Program: Expansion
3. GPS Ankle Monitoring (with other Counties) – Contract
4. Public Health Preparedness Funding Model: Transition
5. County’s Mass Fatality Management Plan Update (to FEMA Standards)
6. Sex Offender Registration: Modification
7. CHC Transition: WIC and Breastfeeding Peer Counseling Contracts
8. Housing Council Resources Director: Hired
9. Maternal Health Program: Implementation
10. Food Inspection Program – FDA’s Voluntary National Retail Food Regulatory Program Standards
11. Cleona Demolition
12. “Super Users”: Evaluation, Action Plan
13. Community Services Network: Update
14. Debit Cards for Protective Payee Program: Evaluation, Revision
15. Community based crisis services with Robert Young Center (RYC)
16. Representative Payee Program: Staff Hired
17. Evidence Based Practices: Implementation
18. Third Party Permit Software/ECM

MAJOR PROJECTS 2017

1. Pool Entrance/Staff Area: Renovation
2. 4 – Season Shelter
 - a) Design
 - b) Construction
3. Cabins
 - a) 2017
 - b) 2018
4. West Lake Park Lake Restoration
5. Campground: Design

ON THE HORIZON 2018 – 2022

1. Westlake Matching Dollars
2. SOAR Process Expansion: Direction, Funding
3. Guardianship/Conservatorship Program Expansion: Direction, Funding
4. Wapsi Center Program and Facility Assessment
5. Crime Free Multi-Family Housing Action Plan
6. Multi-Family Housing Development Regulations

SCOTT COUNTY ACTION AGENDA 2017

Scott County Policy Agenda 2017

TOP PRIORITY

SECC Radio System

Commercial Backfill/Equalization Strategy and Plan

Comprehensive Salary and Benefits Study

Mental Health Funding: Policy Strategy

Emergency Management Plan

HIGH PRIORITY

Lead Abatement

County Economic Development Policy, Role, Incentives, TIF

Audio/Visual Recording

Industrial Park Development

Trail Connectivity Plan

Future Land Use Map

Rural Residential/Building Ordinance/Guidelines

MODERATE PRIORITY

Core County Service Inventory/Report

Healthcare Cost Containment Strategy

County Campus Security Audit/Plan

Scott County Management Agenda 2017

TOP PRIORITY

Management/Employee Succession Planning/Program

Risk Management Policy: Update

Business Continuity of Operation Plan

Fleet Management Plan

HIGH PRIORITY

Credit Card Policy/Process

Purchase Card Vendor Procurement

Election Equipment and Space

Parks Master Plan: Update

Scott County Management in Progress 2017

Tax Deed Auction

Per Diem Outside County

Asset Management Supporting Software Transition

Annual Financial Audit

PAFR

SECC Communication Equipment: Bond 2009 Refinancing

Pension: Monitoring, Legislative Advocacy

Parks ADA Compliance Plan: Project Application

GDRC

Field GIS Data Collection Apps

Microsoft Hosted email Conversion

Arc GIS Desktop/Arc Server: Updates

NG 911 Statewide Data Model – Standardized Data Submittal Process

Website Platform Expansion/Drupal Multi Site/Domain Access

Health Confidentiality Procedure/Policy: Revision, Training

Recruitment Process: Improvements
Telephone System: Upgrade
County Employee Internet: Update
IT Tech Coordinator Position
Website Distributed Content Contribution: Implementation
Family Team Decision Making (FTDM) Program: Implementation
Detention Screening Tool: Implementation, Training
Planning Co Zo Spring Conference
Regional Aerial Photo
Hazard Mitigation Plan: Update
I.T. Service Desk Review
Administrative Policies: Review
Sheriff Website Update
Jail with Programs/Efficiency
Civil Process Service
Jail Video Project: Direction, Funding
Weekend Violators Program: Plan, Implementation
Leadership Summit
Desktop PC Replacement
Drug Conspiracy Arrests

One Year Title Records: Scanned
Prison Rape Elimination Audit
ERP Implementation: User Advisory Group
Deputy County Medical Examiners
Subscription Service: Tax Sale Certificates Online
Parcel Query/Web GIS Updates
New Election Equipment
Practice Fusion Electronic Health Records
HIV Testing and Outreach Program: Expansion
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Cleona Demolition

“Super Users”: Evaluation, Action Plan
Community Services Network: Update
Debit Cards for Protective Payee Program: Evaluation, Revision
Community Based Crisis Services with Robert Young Center (RYC)
Representative Payee Program: Staff Hired
Evidence Based Practices: Implementation
Third Party Permit Software/ECM

Scott County Major Projects 2017

6B Liberty Bridge

Annual Paving Projects

Annual Roadside Vegetation Management Projects

33B Allens Grove Bridge

Walkway Connecting Courthouse to Administration Building

Wastewater Treatment Plant Replacement

4E Sheridan Bridge

27H Le Claire Bridge

102nd Pavement and Widening

52nd Avenue Pavement

Planning and Development Relocation

Sheriff Patrol Headquarters

Juvenile Detention Expansion

CCTV Expansion: Administrative Center, Juvenile Detention, Jail, Sheriff Patrol

Administrative Center Carpet Replacement

Jail Carpet Replacement
Pool Entrance/Staff Area: Renovation
4 – Season Shelter
Cabins
West Lake Park Lake Restoration
Campground: Design

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

June 29, 2017

APPROVAL OF 2017- 2022- 2032 SCOTT COUNTY STRATEGIC PLAN

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

- Section 1. That the 2017-2022-2032 Strategic Plan: The Scott County Vision 2032, the Scott County Government Mission and Core Values, the Scott County Goals for 2017-2022 and the Scott County Action Agenda 2017 as developed during Scott County's Strategic Planning Session in March 2017 with Lyle Sumek Associates, Inc. were presented to the Board of Supervisors and Department Heads by the County Administrator.
- Section 2. That these items as presented are hereby approved.
- Section 3. This resolution shall take effect immediately.