

SCOTT COUNTY BOARD OF SUPERVISORS
COMMITTEE OF THE WHOLE/BOARD MEETING



AGENDA

THURSDAY, JUNE 25, 2020 @ 5:00 P.M.

BOARD ROOM 1ST FLOOR ADMINISTRATIVE CENTER

****CALL-IN INFORMATION: 1-408-418-9388**

Access code 624-879-587

PUBLIC NOTICE is hereby given that the Scott County Board of Supervisors meeting will be held by electronic telephone conference with the call originating from the Scott County Administrative Center with MINIMAL public access in an effort to mitigate the spread of COVID19. The public will be allowed into the Scott County Administrative Center Board Room at 4:45 P.M. **The public may join the meeting by phone by using the call information above. Please place your phone on mute until you are called upon from the Chairman. The electronic meeting is allowed by Iowa Code Section 21.8(1)(b) as it is necessary to provide direction from the Board for several time-sensitive issues listed on the agenda.

Roll Call: Kinzer, Maxwell, Beck, Knobbe, Croken

Pledge of Allegiance

Approval of Minutes:

June 1, 2020 Special Board/Emergency Meeting
June 5, 2020 Special Board/Emergency Meeting
June 9, 2020 Special Board Meeting - Canvass of Votes
June 11, 2020 Committee of the Whole and Board Meeting combined.

Moved by _____ Second by _____ Roll Call: Kinzer, Maxwell, Beck, Knobbe, Croken

Facilities & Economic Development:

1. Setting a public hearing for Road Vacation.

_____ 1. Resolution setting a public hearing date on a road vacation for Thursday, July 9th at 5:00 p.m.

Moved by _____ Second by _____ Roll Call: Kinzer, Maxwell, Beck, Knobbe, Croken

2. Presentation and discussion of proposed Park View Rental Regulations (no action).

Human Resources:

3. Staff appointments.

_____ 3. Resolution approving staff appointments.

Moved by _____ Second by _____ Roll Call: Kinzer, Maxwell, Beck, Knobbe, Croken

Health and Community Services:

4. Repeal of Chapter 32 "Solid Waste Haulers".

_____ 4. First of three readings of an ordinance to repeal Chapter 32 of the Scott County Code relative to Solid Waste Haulers.

Moved by _____ Second by _____ Roll Call: Kinzer, Maxwell, Beck, Knobbe, Croken

5. FY21 Scott County Agreement with Center for Active Seniors, Inc. (CASI)

_____ 5. Resolution approving the FY21 contract agreement between the Center for Active Seniors, Inc. (CASI) and Scott County.

Moved by _____ Second by _____ Roll Call: Kinzer, Maxwell, Beck, Knobbe, Croken

6. General Assistance Policy Changes for FY21.

_____ 6. Resolution approving updates and changes to the General Policy 37 – Scott County General Assistance Guidelines.

Moved by _____ Second by _____ Roll Call: Kinzer, Maxwell, Beck, Knobbe, Croken

Finance & Intergovernmental:

7. Youth Transition Decision Making (YTDM) contract renewal.

_____ 7. Resolution authorizing the Scott County Juvenile Detention and Diversion Programs to provide the Youth Transition Decision Making (YTDM) program Services through a contract with the Iowa Department of Human Services.

Moved by _____ Second by _____ Roll Call: Kinzer, Maxwell, Beck, Knobbe, Croken

8. Auto Theft Accountability (ATA) contract renewal.

____ 8. Resolution authorizing the Scott County Juvenile Detention and Diversion Programs to provide the Auto Theft Accountability (ATA) program services through a contract with the Iowa Department of Human Services.

Moved by ____ Second by ____ Roll Call: Kinzer, Maxwell, Beck, Knobbe, Croken

9. Annual insurance renewals for liability, property, worker's compensation, and medical professional.

____ 9. Resolution approving the FY21 insurance renewals with Travelers, Chubb, Coverys and Midwest Employers Casualty Company in the amount of \$514,938.00.

Moved by ____ Second by ____ Roll Call: Kinzer, Maxwell, Beck, Knobbe, Croken

10. Racom Wireless Communications Service Support Contract for the Sheriff's Office.

____ 10. Resolution approving the Racom Service Support Contract with the Sheriff's Office in the amount of \$20,448.75.

Moved by ____ Second by ____ Roll Call: Kinzer, Maxwell, Beck, Knobbe, Croken

11. Appropriations and authorized positions for FY21.

____ 11. Resolution approving the appropriations and authorized positions for FY21.

Moved by ____ Second by ____ Roll Call: Kinzer, Maxwell, Beck, Knobbe, Croken

12. FY20 Fund Transfers.

____ 12. Resolution approving FY20 Fund Transfers.

Moved by ____ Second by ____ Roll Call: Kinzer, Maxwell, Beck, Knobbe, Croken

13. Cigarette/Tobacco permit

____ 13. Motion approving a cigarette/tobacco permit for Kwik Shop #589.

Moved by ____ Second by ____ Roll Call: Kinzer, Maxwell, Beck, Knobbe, Croken

14. Approval of accounts payable.

____ 14. Resolution approving warrants in the amount of \$742,049.13.

Moved by ____ Second by ____ Roll Call: Kinzer, Maxwell, Beck, Knobbe, Croken

Other Items of Interest:

15. *Financial update related to COVID-19 from David Farmer, Budget & Administrative Services Director.*

16. *Discussion of requirement of face coverings by public in County Buildings.*

17. *Other items*

_____Adjourned

Moved by _____ Second by _____

SCOTT COUNTY ENGINEER'S OFFICE

950 E. Blackhawk Trail
Eldridge, Iowa 52748

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



ANGELA K. KERSTEN, P.E.
County Engineer

ELLIOTT R. PENNOCK, E.I.T.
Assistant County Engineer

TARA YOUNGERS
Senior Administrative Assistant

MEMO

TO: Mahesh Sharma
County Administrator

FROM: Angie Kersten, P.E.
County Engineer

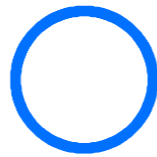
SUBJECT: Road Vacation

DATE: June 16, 2020

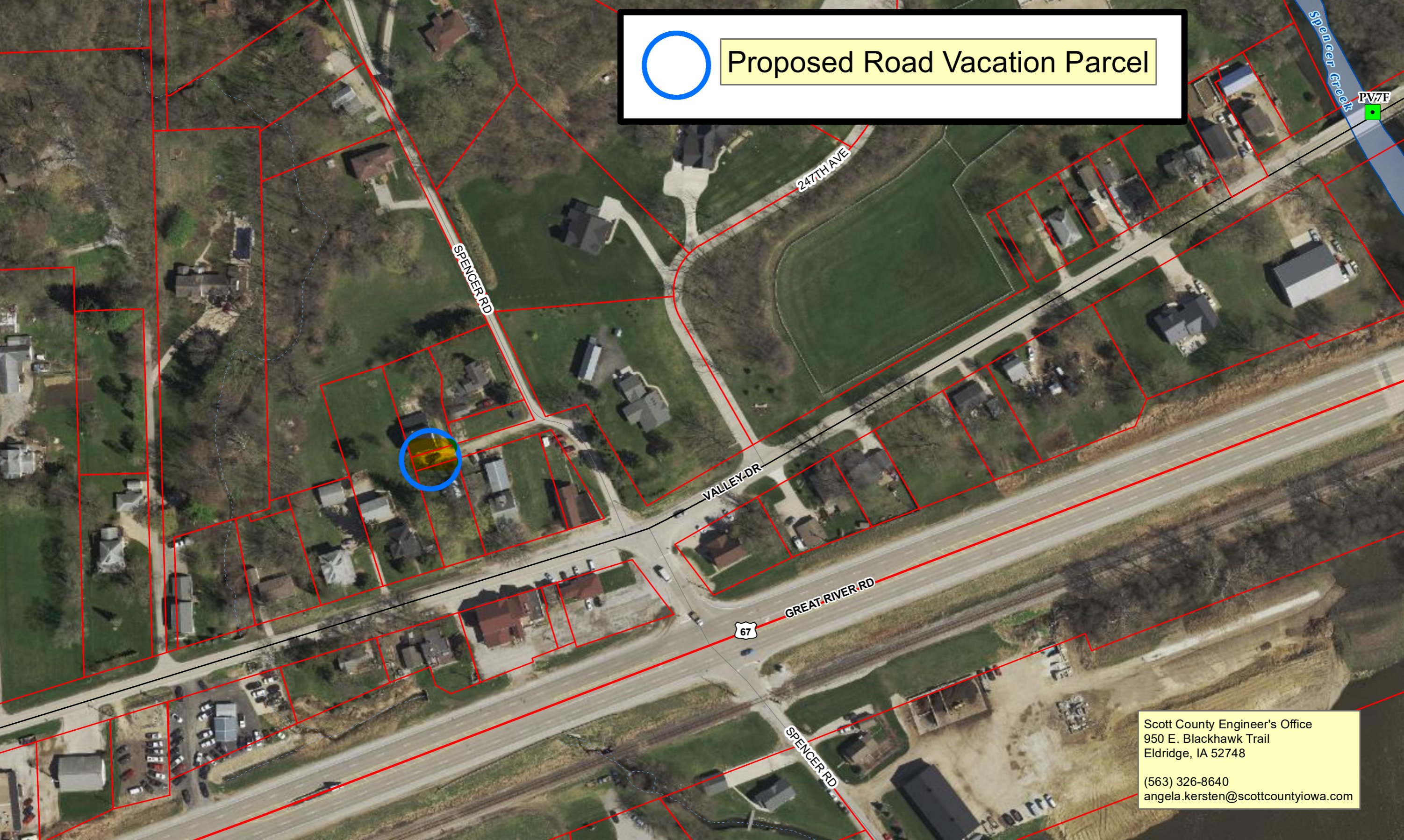
Our department was contacted by a Scott County resident, Monty Shumate, to vacate a piece of road right-of-way. Monty owns the land adjacent to the road right-of-way. He has been maintaining the area for ingress and egress to his property. He would like to extend water service and build an addition to his home within the road right-of-way.

The road right-of-way is a portion of an alley platted on the North Side of Block 1 of Roswell H. Spencer's Town Lots located in the Southeast Quarter of Section 7, Township 78 North, Range 5 East. Please see the attached map.

Our department has not and does not maintain this road right-of-way. The traveled portion that exists in being solely used as a driveway for the property owner. The width of the road right-of-way is 20 feet, which is too narrow to construct a public road. The road right-of-way does not extend through past this piece. It is of greater benefit for us to vacate this piece of road right-of-way which will put the land back on the tax rolls and clear our records of unused right-of-way. I recommend holding a public hearing to discuss vacating this piece of road right-of-way.



Proposed Road Vacation Parcel



Scott County Engineer's Office
950 E. Blackhawk Trail
Eldridge, IA 52748

(563) 326-8640
angela.kersten@scottcountyiowa.com

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 25, 2020

APPROVAL OF SETTING A PUBLIC HEARING DATE ON A ROAD VACATION

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

- Section 1. A public hearing date on the vacation of a Scott County Road that is a portion of an alley platted on the North Side of Block 1 of Roswell H. Spencer's Town Lots located in the Southeast Quarter of Section 7, Township 78 North, Range 5 East of the 5th P.M., be set on Thursday, July 9, 2020, at 5:00 p.m. at the Scott County Administration Building.
- Section 2. This resolution shall take effect immediately.



**Planning & Development
Scott County, Iowa**

Timothy Huey, Director

Email: planning@scottcountyiowa.com
Office: (563) 326-8643
Fax: (563) 326-8257

Administrative Center
600 West Fourth Street
Davenport, Iowa 52801-1106

TO: MAHESH SHARMA

FROM: TIMOTHY HUEY

RE: DRAFT OF PARK VIEW RENTAL REGULATIONS

Date: June 16, 2020

The Park View Rental Regulations Working Group, made up of Planning & Building Inspection, Sheriff's Department, County Attorney, Health Department, County I.T., the Park View Owner's Association Board liaison and the Chair and Vice Chair of the Board of Supervisors has been meeting regularly since last year to develop regulations and procedures for a rental registration program for the multifamily rentals in Park View.

Two public presentations and comment meetings have been held at the Scott County Library in Eldridge. The first was April, 2019 when Planning and Development presented an initial proposed draft of a Rental Registration and Inspection Ordinance for Park View. At that meeting there was strong support expressed for also including some nuisance tracking requirements, similar to the City of Davenport, along with building code enforcement of minimum building standards for rental units. Following that meeting the current working group was formed and has developed draft regulations and procedures for initiating such a rental registration program. The working group met with representatives from Davenport, Bettendorf and Eldridge to learn how each of those jurisdictions regulate rentals. The working group also obtained information from a few other cities in Iowa on rental registration and regulations.

On December 4, 2019 a second public meeting was held at the Scott County Library as a Special Committee of the Whole. At that meeting the various components for such regulations were presented which included:

- Administration of such a program
- Registration requirements
- Building Code requirements
- Monitoring and Enforcement

Not surprisingly, since March of this year the COVID-19 restrictions have greatly impacted the proposed development and adoption of these regulations. At the December, 2019 Special Committee of the Whole, Park View residents and landlords in attendance were told there would be at least one more additional public input meeting before the formal code adoption process was initiated. It has been the consensus of the working group that there were some aspects of these regulations that could be adopted initially and at the same time continue consideration of modifications or changes to address the condition of Park View's rental units.

Attached are the draft regulations, registration forms and proposed procedures for implementation of such a program under the current restrictions imposed by COVID-19.

The proposed regulations would require:

1. All applications and required information would be submitted electronically with no contact required. The Scott County Sheriff's office would accept the registration applications and tenant information in order to conduct the required background checks on all rental unit occupants over the age of 18. The registration would include name and contact information for the property owner and the property manager. It would be intended that at some point the Sheriff's office would also track any "nuisance activity" associated with any individual rental unit or property. Following review of all applications for complete information and completion of background checks the Sheriff's office would forward the application to Planning and Development.
2. Planning and Development would review the building code compliance check list landlords would submit with their registration information. Due to current COVID-19 restrictions no inspections of occupied units would be conducted, which is also the case with Davenport, Bettendorf and Eldridge. Rental licenses would not be issued until a compliant check list was submitted.
3. The penalties for violation would be in accordance with the Scott County's existing Chapter 29 dealing with municipal infractions. However, again due to COVID-19 restrictions, no court action on any such violations are currently being scheduled.
4. Even though a fee schedule is being developed the working group is recommending that, at a minimum, for the initial adoption of these regulations, any fees be waived until such time as an inspection program can be initiated.
5. The building code requirements for the physical condition of the property are established with the adoption of the International Property Maintenance Code (IPMC) and is the same as for the other three cities.
6. Any criminal activity, similar to what Davenport does, would be tracked by the Sheriff's office as "nuisance activity" and could lead to possible revocation of rental license(s) for multiple violations.
7. Registration of each building would be required with rental permits being issued individually to each unit within the building. The working group is recommending that following adoption of the regulations, a 4 to 6 month grace period be included for compliance with the registration requirements and that the licenses be renewed annually on a specified date.
8. Appeals would be submitted to the Board of Supervisors with the procedures set by the County Administrator. This is similar to how Eldridge handles their appeals. Bettendorf uses their Building Board of Appeals and Davenport has an Administrative Appeals Officer in their City Attorney's office.

Members of the Park View Rental Regulations Working Group have been invited to participate in the presentation and discussion with the Board of Supervisors on June 25.



Sheriff's Office
Scott County, Iowa

Email: sheriff@scottcountyiowa.com
Office: (563) 326-8625
Fax: (563) 326-8689

Timothy Lane, Sheriff

Scott County Courthouse
400 West Fourth Street
Davenport, Iowa 52801-1106



Overview of Park View Rental Regulations

Scott County is considering adopting regulations that require all multi-family (4 units or greater) and townhouse rental units in the Community Area Development of Park View to have a current annual rental permit and meet minimum Scott County Housing Code requirements.

The Scott County Sheriff's Office will issue the annual rental permits and enforce compliance with the registration requirements of the code. Scott County Planning and Development and the Health Department will conduct inspections and review compliance with the health, safety and physical conditions of the property required under this code.

Rental Permit applications require the name, address and other contact information of both the owner of the property and the local manager of the property. The code requires that landlords conduct background checks on all occupants of the units over the age of eighteen (18). The regulations also require that landlords have written leases or rental agreements with the tenant of the unit.

Property owners, landlords or managers must submit a signed checklist attesting to the condition of the units and compliance with the minimum standards of the code. **Any inspections of such units are suspended until such time as COVID-19 restrictions will allow. However when such restrictions have been lifted** the Scott County Building Inspector is authorized to enter and make inspections of any rental unit to determine compliance with the requirements of the building code. Such inspections will be completed in a timely manner upon receipt of a complaint from any tenant, landlord, or public official when a violation of this code is reasonably determined to exist and needs to be addressed. **If such violations can be determined by photographic evidence or other credible means enforcement action can be initiated.** Lack of compliance or violations of this code can result in additional inspection fees, fines and revocation of the rental license.

Property owners and/or managers must submit a completed rental permit registration form and application fee along with all required materials by July 1st of each year. Initially such applications will be reviewed within ninety (90) days and rental permits will be issued if the application is determined to be in compliance. Any units determined not to comply will be subject to additional fees and possible fines. Any determination that the condition of a rental unit is an emergency or danger to the occupants or public will require immediate action and a possible order to vacate the unit.

On line registration forms and payment information is available at www.scottcountyiowa.com



Tenant Questions: (563)-326-8625
 Email: sheriff@scottcountyiowa.com
 General: (563)-326-8643
 Email: planning@scottcountyiowa.com
 600 W. Fourth Street
 Davenport, Iowa 52801-1106

RENTAL PROPERTY PERMIT APPLICATION AND REGISTRATION

All multi-family rental units must be registered with Scott County. Please complete the following information and return to the Scott County Sheriff's Department. Copies may be made for additional buildings. For property owned by a company or LLC, the name and contact of a **person** is required. Property registrations that do not include the **name, phone number and contact information** for a **person** are invalid and will be considered a violation of the Scott County Housing Code. If changes in ownership or property managers occur, the updated information must be provided within 30 days. A separate registration form is required for EACH BUILDING containing rental dwelling units.

Check One: New Rental: Annual Renewal: No Longer Rental:

Building Address: _____

Business Name: _____

(Ie, Best Rentals, Premier Apartments, etc...)

Number of Units **in this building**: _____ Number of **Buildings** in this complex: _____

Please list the residential unit numbers: _____
 (Ie: 1A, 1B, 2A, 2B- 101, 102,201,202 etc...)

Property Owner:

Name: _____ PHONE: _____

Address: _____ E-MAIL: _____

City: _____ State: _____ Zip Code: _____ - _____

If owners name is a business, provide the name of the contact person who is NOT the on site manager. If the Property Owner listed above is the primary contact persons name, this section is not required.

Name: _____ PHONE: _____

Address: _____ E-MAIL: _____

City: _____ State: _____ Zip Code: _____ - _____

Property Manager: (If different than the owner listed above)

Name: _____ PHONE: _____

Address: _____ E-MAIL: _____

City: _____ State: _____ Zip Code: _____ - _____

In the event violations of law occur on a rental property, contact and legal notices will be made based on the information provided on this form.

SCOTT COUNTY SHERIFF DEPARTMENT

TENANT BACKGROUND CHECK

Name: Last _____ First _____ Middle Initial _____
Social Security #: _____ - _____ - _____ D.O.B. _____/_____/_____

Phone: _____ Alternate Phone: _____

Current Address: _____
Street # _____ City _____ State _____ Zipcode _____
Rent: [] Own: [] Living with Family Member: []

If Renting, Name of Current Landlord: _____ Phone: _____

List all aliases: _____

List any co-applicants: _____

List any children who will be living in the household.

Child 1: _____ Child 2: _____ Child 3: _____
D.O.B.: _____ D.O.B.: _____ D.O.B.: _____

Child 4: _____ Child 5: _____ Child 6: _____
D.O.B.: _____ D.O.B.: _____ D.O.B.: _____

Current Employer: _____
Address: _____ Phone: _____
Street # _____ City _____ State _____ Zipcode _____

Please list any additional information you feel is relevant: _____

I authorize the release and verification of all information needed to complete a full background report including criminal and consumer credit report.

Applicant (Print Name) Date

Applicant (Signature) Date

NOTE: * All fields must be completed in full or request will not be processed.*****

This information is being provided at the request of Landlord and Landlord agrees that the decision to rent is the Landlord's SOLE decision. The Scott County Sheriff Department is not an agent of Landlord nor does it guarantee or warrant the character or suitability of a tenant. The city is simply providing information requested.

Property Agent Date

Name of Property

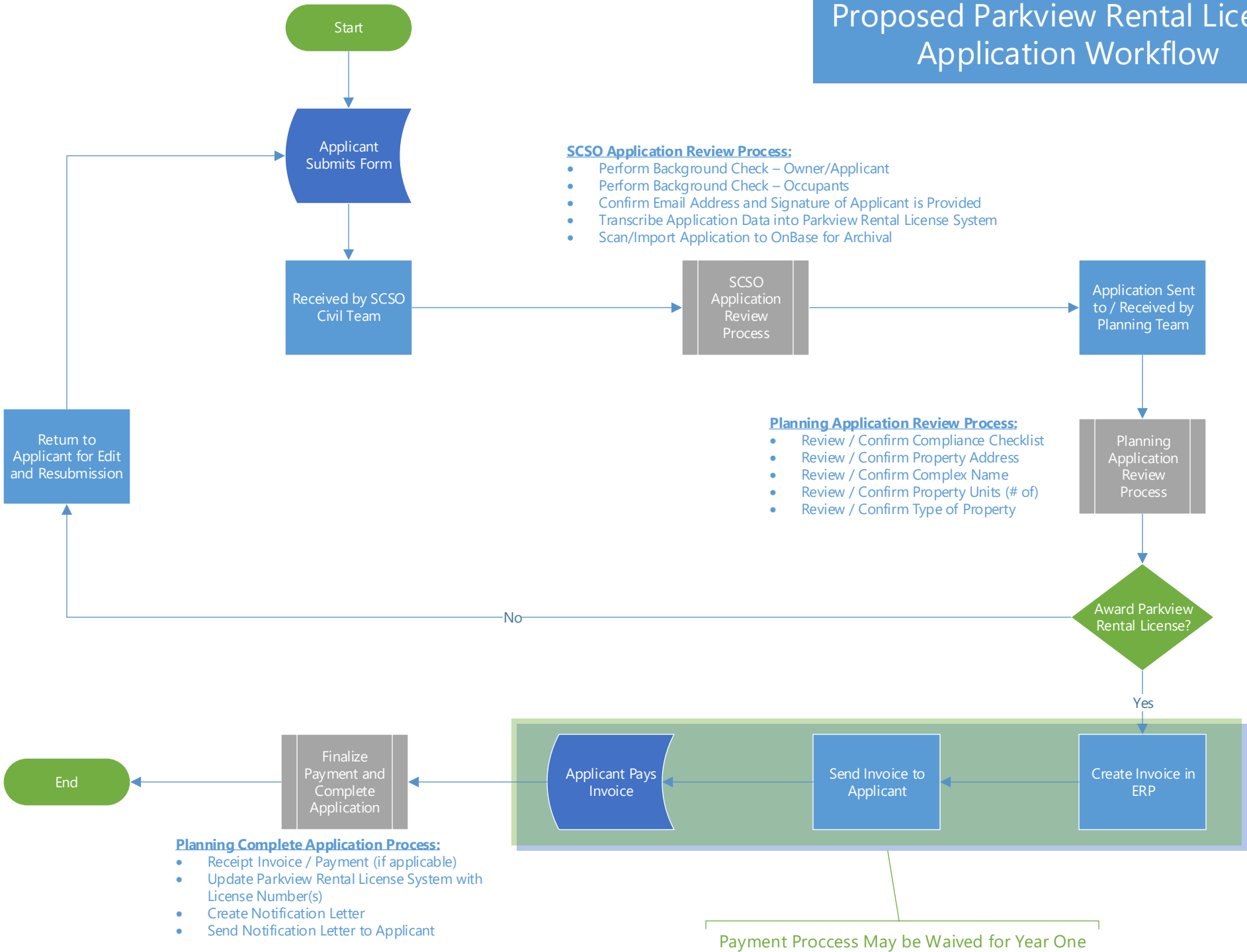
Property Address

Phone # Fax #

Parkview Rental License – Business Process

1. Sheriff's Civil will receive the application from owners/applicants.
2. No documents need to be attached to the application, other than tenant information which is considered part of the application and not a separate document.
 - a. Tenant information should include an occupants listing with Name, Date of Birth and Unit Number for all occupants over the age of 18 for each unit
 - b. The policy will include a statement that landlords/owners/managers will be responsible for notifying the Sheriff's Office within 30 days if/when tenants change for any unit to keep the data current.
3. Sheriff's Civil will:
 - a. Confirm that the applicant has provided all necessary details including contact information and signature
 - b. Input all data from the application to the Parkview Rental License System until an automated solution is developed
 - c. Scan/import the document to OnBase for archival
 - d. Perform background checks on all occupants
 - e. Send notification – through the Parkview Rental License System – to Planning and Development that all SCSO processes have been completed
4. Planning and Development will:
 - a. Confirm that the compliance checklist has been accepted (via checkbox(es))
 - b. Confirm the Property Address
 - c. Confirm the Complex Name (if applicable)
 - d. Confirm the number of buildings the applicant is registering
 - e. Confirm the number of units the applicant is registering
 - f. Confirm the property type the applicant is registering
 - g. Create and send an Invoice to properly bill the applicant for the rental license
5. Once payment has been received for the Parkview Rental License, Planning and Development will:
 - a. Create and Send a Notification Letter and Parkview Rental License for the Complex
 - b. Update the Parkview Rental License System with License Number

Proposed Parkview Rental License Application Workflow



Section 5.7 Amendments to the 2015 International Property Maintenance Code.

5.7 The International Property Maintenance Code, 2015 edition, published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478, are hereby adopted as the minimum requirements for the condition of properties and existing structures with regard to the use, occupancy and condition with the following amendments:

- a. **101.1 Title.** Delete the section and replace with these regulations which shall be known as the **Scott County Housing Code** which includes the 2015 International Property Maintenance Code with amendments, hereinafter referred to as "this code".
- b. **102.3 Application of other codes.** Delete the section and replace with Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the applicable procedures and provisions of the Scott County Code, which includes, but is not limited to the National Electrical Code 2014 Edition, and the 2015 Editions of the International Building Code, International Residential Code, International Energy Conservation Code, International Swimming Pool and Spa Code, and the Uniform Plumbing Code. Nothing in this code shall be construed to cancel, modify, or set aside provisions of the Zoning Ordinance for Unincorporated Scott County.
- c. **103.1 General.** For purposes of this code, the Department of Property Maintenance Inspection shall be the Planning and Development Department and the Code Official shall mean the Scott County Planning Director.
- d. **103.5 Fees.** All applications shall pay a fee based on the fee schedule approved by the Board of Supervisors.
- e. **106.4 Violation penalties.** Delete the section and replace with Any person who shall violate a provision of this code, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted within the limits provided by state or local laws. Nothing herein will prevent prosecution of violations of laws in addition to this code. Violations of this code shall be considered a municipal infraction and civil offense punishable by the provisions of County Code Chapter 29. Continued violations of this code for non-compliance may result in suspension or revocation of a Scott County issued Rental Property Permit and occupants may be required to vacate the property.
- f. **107.2 Form.** Add: 7.Be effective notice to anyone having interest in the property whether recorded or not at the time of giving such notice and shall be effective against any subsequent owner of the premises as long as the violation exists and there remains an official copy of the notice in a file maintained by the code official.
- g. **111 Means of Appeal.** Change all references to the board of appeals to the Building Board of Appeals.
- h. **Add new section: 111.1.1 Waiver.** Failure of any person to file an appeal request in accordance with the provisions of this code shall constitute a waiver of the right to a

Building Board of Appeals hearing and adjudication of the notice or order, or any portion thereof.

- i. **111.3 Notice of Meeting.** Change 20 days to 30 days.
- j. **202 General Definitions.** Add the following definitions:

RESIDENTIAL PROPERTY REGISTRATION. A registration with the Scott County Sheriff's Department of a multi-family or townhouse rental property by the operator of rental unit within the Community Area Development known as Park View.

RESIDENTIAL RENTAL PROPERTY; RESIDENTIAL RENTAL UNIT. A structure containing four or more dwelling units, also any townhouse unit, which is let, leased or rented from or otherwise occupied by permission of the owner or other person in control of such unit, whether by day, week, month, year or any other term, regardless of monetary exchange. The term Rental Unit or Residential Rental Unit may refer to a unit within a multi-family residential rental property, or a townhouse rental unit within Park View as the context requires.

RENTAL PERMIT. A certificate obtained by an owner or operator from the Scott County Sheriff's Department authorizing the use of a multi-family or town house within Park View as a rental property by providing a registration application and vouching for the compliance with the applicable provisions of this chapter. Permits not renewed shall expire after 12 months following its date of issuance, unless sooner suspended or revoked as hereinafter provided.

- k. **302.1 Sanitation.** Delete and replace with: All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep in a clean and sanitary condition that part of the exterior property which such occupant occupies or controls. This provision shall not relieve the owner of responsibility under 301.2. No exterior accumulation of garbage, refuse, rubbish, household goods, materials or equipment including but not limited to appliances and furnishings manufactured for interior use, shall be permitted. For purposes of this section, an unenclosed porch is an exterior portion of a property or premises.
- l. **302.1.1 Rubbish/Garbage Containers.** Add new section: Effective July 1st, 2020, all rubbish, garbage and refuse containers stored outside and intended to be utilized by a multi-family or townhouse residential unit shall be shielded from view of the public and surrounding properties by a fence or other approved obstruction. Rubbish, garbage, and refuse shall not be stored outside of the containers inside or outside of the shielded area.

Rubbish, garbage and refuse containers shall be capable of closing fully at all times. In the event the amount of rubbish, garbage and/or refuse prevents the proper closing of the containers, the operator shall cause the container to be collected, emptied or replaced with an empty one, regardless of the normal pick up schedule.

- m. **302.4 Weeds.** Insert 18 inches as the height in inches.
- n. **302.9 Defacement of Property.** Add to the end of the last sentence: within 14 days of being notified of graffiti, carving mutilation or defacement that is a violation of this code.
- o. **304.14 Insect screens.** Delete in its entirety and replace with: Every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas, or any area where products to be included or utilized in food for human consumption are processed, manufactured, packaged, or stored shall be supplied with approved, tightly fitting screens of minimum 16 mesh per inch (16 mesh per 25 mm) and every screen door used for insect control shall have a self-closing device in good working condition.

Exception 1: Screens shall not be required where other approved means, such as air curtains or insect repellent fans, are employed.

Exception 2: From October 31st to March 31st screens may be replaced with storm windows. Screens shall be used in place of storm windows outside of these dates."

- p. **307.1 Handrails and guardrails. General** delete ~~more than four risers~~ and add four or more risers.
- q. **Add new section 310.1 Public Health Nuisances and Nuisance Activity.** Failure to comply with any of the General Requirements, Property Maintenance Requirements or any determination of public health nuisances under Chapter 25 of the Scott County Code or nuisance activity on any rental property subject to these regulations shall be considered a municipal infraction and civil offense punishable by the provisions of County Code Chapter 29. Continued violations of this code for non-compliance may result in suspension or revocation of a Scott County issued Rental Property Permit and occupants may be required to vacate the property.
- r. **310.2 Nuisance Activity.**
A Nuisance Activity exists when one or more of the following acts are committed within a period of twelve consecutive months upon a property, or within one thousand feet of the property, by an interested party or their permittee(s):

1. Manufacture or delivery of a controlled substance in violation of Iowa Code Chapter 124;
2. Kidnapping as defined in Iowa Code Chapter 710;
3. Arson as defined in Iowa Code Chapter 712;
4. Burglary as defined in Iowa Code Chapter 713;
5. Robbery as defined in Iowa Code Chapter 711;
6. Sex abuse as defined in Iowa Code Chapter 709;
7. Terrorism as defined in Iowa Code Section 708.6;
8. Willful injury as defined in Iowa Code Section 708.4;

9. Sexual exploitation of a minor in violation of Iowa Code Section 728.12;
10. Felony gambling in violation of Iowa Code Chapter 725;
11. Felony criminal mischief as defined in Iowa Code Chapter 716;
12. Animal fighting in violation of Iowa Code Section 717B.7; and
13. A single incident of a health code, environmental, or solid waste violation of such a magnitude that it is deemed a nuisance activity by the Code Official.

A nuisance activity exists when two or more of the following acts are committed within a period of twelve consecutive months upon a property, or within one thousand feet of the property, by an interested party or their permittee(s):

1. Possession of a controlled substance in violation of Iowa Code Chapter 124;
2. Carrying a dangerous weapon as defined in Iowa Code Section 724.4;
3. Riot as defined in Iowa Code Section 723.1;
4. Serious or aggravated misdemeanor criminal mischief as defined in Iowa Code Chapter 716;
5. Prostitution as defined in Iowa Code Section 725.1;
6. Serious or aggravated misdemeanor assault as defined in Iowa Code Chapter 708;
7. Serious or aggravated misdemeanor theft as defined in Iowa Code Chapter 714;
8. Misdemeanor gambling as defined in Iowa Code Chapter 725;
9. False imprisonment as defined in Iowa Code Section 710.7.

A nuisance activity exists when three or more of the following acts are committed within a period of twelve consecutive months upon a property, or within one thousand feet of the property, by an interested party or their permittee(s):

1. Health code violations;
2. Environmental or solid waste violations;
3. Unlawful assembly;
4. Simple misdemeanor of criminal mischief;
5. Simple misdemeanor assault;
6. Simple misdemeanor disorderly conduct; and
7. Criminal trespass.

The above references to provisions of the Iowa Code should not be interpreted to mean that a prosecution or conviction of the specific charge is a necessary prerequisite to an action under this chapter nor shall it be interpreted to mean that proof of the action beyond a reasonable doubt is required. However, a court conviction on the underlying charge is irrefutable proof of the occurrence.

- s. **602.3 Heat supply.** Delete the 1st paragraph only and replace it with Every owner and operator who rents, leases, or lets multi-family dwelling units or townhouses on terms, either expressed or implied, shall furnish heat to the occupants thereof, shall supply heat to maintain a minimum temperature of 68 degrees F (20 degrees C) in all

habitable rooms, bathrooms, and toilet rooms. Cooking appliances or portable heaters shall not be used to maintain temperature.

- t. **603.7 Carbon monoxide alarms.** Carbon monoxide alarms shall be provided in dwelling units and shall be installed outside of each separate sleeping area within fifteen (15') feet of any bedroom. Such detectors can be battery operated and can be in combination with smoke detectors.
- u. **605.2 Receptacles.** Add to the end of the section All outlets within 6 feet of a water source shall be GFCI protected.
- v. **702.4 Emergency Escape and Rescue Openings.** Add before 1st sentence All sleeping rooms shall have one operable Emergency Escape and Rescue opening.
- w. Add new chapter:

Chapter 9: Rental Permits Required.
Section 901
General

901.1 Scope. The provisions of this chapter shall apply to all multi-family and townhouse dwelling units used or to be used as a residential rental property as defined in this code within the Community Area Development of Park View.

Section 902
Rental Permits

902.1 Rental Permit Required. No person shall lease, rent, or let for occupancy a multi-family residential rental property units in the Community Area Development of Park View, located in unincorporated Scott County, Iowa without first obtaining a Rental Permit. Applications for Rental Permits shall be submitted to the Scott County Sheriff. A separate rental permit shall be issued for each dwelling unit in the multi-family dwelling. Rental Permits shall not be transferred from one owner to another. Each owner of rental property shall register and obtain a permit with the Scott County Sheriff within 30 days of transfer of title or possession of rental property. It shall be the responsibility of the operator to provide to the Scott County Sheriff complete registration information, including contact information, within 30 days of any change of owner or operator. Permits shall be valid for one (1) year, notwithstanding means of denial, revocation or suspension provided in this code.

902.2 Registration Requirements. Registration shall be made for each dwelling unit of a multi-family residential rental property and be considered an application for a Rental Permit. Registration shall be made to the Scott County Sheriff by completing such form and detail as prescribed by this code and the Scott County Sheriff. In the event a firm, corporation, LLC or other entity is listed as the owner or operator, a person shall be named as the contact for the organization and full contact information shall be provided.

902.3 Code Compliance Check List The Building Official will provide a check list with the rental registration applications to be filled out by the owner attesting to the compliance of the rental unit with each requirement on the check list. All Rental Registration applications shall include such documentation, as deemed necessary, from the owner that each rental unit complies with the code requirements established by this ordinance. Rental Permits shall not be issued until such time as the rental unit is brought into compliance and the owner so attests.

902.3 Permit Denied; Appeal. Any person whose registration for a permit to lease, rent, let, permit, or allow occupancy of a rental property results in the permit being denied may request and shall be granted a hearing on the matter before the Scott County Board of Supervisors under the procedures established by the Scott County Administrator.

902.4 Permit Fee. Before the Scott County Sheriff shall issue a rental permit under the provision of this chapter, there shall be paid by the owner or operator a rental permit fee, the amount of which shall be set by resolution of the Board of Supervisors. A Permit that has been expired or revoked shall require the fee prior to re-issuance.

902.5 Permit Suspension. Whenever, upon inspection of any rental dwelling unit, the Scott County Sheriff or the Building Official finds that conditions or practices exist which are in violation of any provisions of this chapter, the Scott County Sheriff or the Building Official shall give notice in writing to the owner and/or manager of such unit that unless the conditions or practices causing the violation are corrected within a reasonable period, to be determined by the Scott County Sheriff or the Building Official, the permit shall be suspended. At the end of such period, the Scott County Sheriff, Sheriff's Deputy or Building Inspector shall re-inspect such unit and if the Sheriff or Building Official finds that the violations continue to exist may suspend the rental permit by providing by written notice to the operator that the permit has been suspended. Upon receipt of notice of suspension, such owner/operator shall immediately cause occupants to vacate the premises until the Sheriff or Building Official determines the violations have been corrected. In instances where violations of this chapter are confined to one (1) of multiple dwelling units within a premises and in the judgment of the Building Official do not constitute a hazard to health or safety elsewhere, the Building Official shall limit the application of the requirement to vacate the premises to the areas and/or units in which the violations exist.

902.6 Permit Suspended; Appeal. Any person whose permit to operate a rental dwelling unit has been suspended or who has received notice from the building official that a permit is to be suspended unless existing conditions or practices are corrected, may request and shall be granted a hearing on the matter before the Scott County Board of Supervisors under the procedures established by the Scott County Administrator.

Section 903 Background Checks

903.1 Mandatory Background Checks. Permit holders shall perform a background check on all persons 18 years of age or older who currently occupy or will occupy a rental unit as of the effective date of this ordinance, whether or not the person(s) has signed a lease. This

requirement shall apply with regard to persons already occupying a given rental unit prior to the effective date of this ordinance and all persons that will occupy such units after the effective date of this ordinance.

903.2 Minimum Requirements of Background Checks. Background checks may be obtained through the Scott County Sheriff's Office, through a third party engaged in the business of providing background checks or through other approved means. Background checks as referenced here shall include the following at a minimum:

- a.) A report of activity from Iowa Courts Online.
- b.) A report from the Iowa Sex Offender Registry and the National Sex Offender Website maintained by the United States Department of Justice.

Permit holders are encouraged, but not required, to obtain additional background information they deem appropriate. Nothing herein shall be construed to indicate any preference or recommendation on the part of Scott County as to the selection of a tenant. Operators are free to use the information discovered to the degree they see fit.

903.3 Proof of Background Check. Upon the Scott County Sheriff's Office's request, operators shall show proof that the background check requirement has been met by providing a receipt, cover sheet or other means that includes the tenants name. The background check is the property of the person ordering the check, and it is within the rights of the operator to withhold the information within once proof of a background check being completed has been provided.

Section 904 Mandatory Written Lease

904.1 Mandatory written lease. Owners and operators of all Rental Properties for which a Rental Permit is required must have written leases or written rental agreements with all tenants.

904.2 Lease Information. Written lease agreements must contain the following information:

- 904.2.1** The full name of all occupants of the dwelling unit;
- 904.2.2** The street address and unit number to be occupied;
- 904.2.3** The terms of the agreement including the amount of rent and when it is due.
- 904.2.4** The party responsible for utility costs;
- 904.2.5** The terms for the operators access to the dwelling unit, such as 24-hour notice, emergencies, and welfare checks;
- 904.2.6** The method for the operator and tenant to provide written notices to each other, including complete contact information for each party;
- 904.2.7** A notice to the tenants that it shall be a violation of the lease to commit any act or allow any activity to occur on the leased premises which violate any Federal,

State, or local laws, regulations, or ordinances which are in effect or which may be enacted during the term of the lease or rental agreement;

904.2.8 Provide a description of the arrangement or responsibilities for emergency relocation of tenant(s), if ever needed.

904.2.9 Proof of Lease. Upon the Scott County Sheriff's Office's request, operators shall show proof that a lease or rental agreement is currently in force.

Exception- The requirement for a written lease or rental agreement is waived in the event the landlord and tenant have a familial relationship (defined as spouse, parents, children, brothers, sisters, grandparents, grandchildren, brother-in-law, sister-in-law, mother-in-law, father-in-law, step-family and foster children.)

Section 805 Inspections

905.1 Inspections. The Building Official is hereby authorized to enter and make inspections to determine the condition of any unit within a multi-family rental property or townhouse rental property located within the Park View Community Area Development in Scott County in order to perform the duty of safeguarding the health and safety of the occupants and of the general public. Inspections shall be made:

- 905.1.1** Upon receipt of a complaint from a person or party identifying themselves, made or filed with County officials;
- 905.1.2** When just cause is found and a warrant has been obtained after a request to enter has been denied;
- 905.1.3** A public health, safety or welfare emergency is observed or is reasonably believed to exist;
- 905.1.4** A tenant makes a request for an inspection. If a non-emergency inspection is requested by a tenant, the tenant shall provide written notice to the owner per 562A.21 of Iowa Code. Seven (7) days after tenant notification to the owner, an inspection may be conducted by the building official.
- 905.1.5** An operator makes a request for an inspection. A non-emergency inspection may be made following the terms for accessing the unit provided in the lease.
- 905.1.6** When a request for a welfare check is made due to concerns for the occupants wellbeing. When making a welfare check, the Scott County Sheriff's Office shall be present and follow protocol established for such occurrences.

For the purpose of making inspections, the Building Official is authorized to enter, examine and survey at all reasonable times all such dwellings, dwelling units, rooming houses, rooming units and premises with the consent of the owner, tenant or operator. Such inspections shall be at reasonable times on week days when the owner, operator or responsible occupant is present. In the event that there is sufficient evidence to indicate a violation of this code, and

the operator or occupant refuses to allow the Building Official access at reasonable times, the Building Official or a designee shall secure a warrant to inspect the dwelling on the basis of the refusal to allow entry.

905.2 Inspection Fee. Under the provision of this chapter, following the initial inspection, there shall be paid by the owner or operator additional rental inspection fees, the amount of which shall be set by resolution of the Board of Supervisors.

Section 906 Emergency Order

906.1 Emergency Order. Whenever the Building Official finds that an emergency exists which threatens immediately the public health, the building official may issue an order reciting the existence of such an emergency and requiring that such action be taken as the building official deems necessary to meet the emergency. Notwithstanding the other provisions of this chapter, such order shall be effective immediately. Any person to whom such order is directed shall comply therewith immediately. However, upon petition for an appeal to the building official, shall be afforded a hearing at the earliest expedient time. After such hearing, depending upon its findings as to whether the provisions of this chapter have been complied with, the Appeals Board shall continue such order in effect, modify it or revoke it.

Section 907 Conflict

907.1 Conflict. Enforcement of the Housing Code shall not be construed for the particular benefit of any individual or group of persons, other than the general public. In the event of a conflict between this section and any other section of the Housing Code, this section shall govern insofar as applicable.

Section 908 Liability

908.1 Liability. Scott County and its employees is not liable for damages to a person or property as a result of any act- or failure to act- in the enforcement of this Code. The Housing Code shall not be construed to relieve from or lessen the responsibility of any person owning, operating or controlling any equipment or structure regulated herein for damages to a person or property caused by its defects, nor shall the County or any County employee be held as assuming any such liability by reason of the inspections authorized by this Code or any approvals issued under this Code.

Section 909 Effective Date

909.1 Effective Date. This Chapter 8 of the Scott County Housing Code shall become effective on July 1, 2020. All other portions of this code shall take effect upon approval by the Scott County Board of Supervisors as provided for in Iowa Code.

Item #3
6/25/2020

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 25, 2020

APPROVAL OF STAFF APPOINTMENTS

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

Section 1. The hiring of Misty Bunker for the position of Deputy Sheriff in the Sheriff's Office at the entry level rate.



Scott County Health Department

600 W. 4th Street | Davenport, IA 52801-1030 | P. 563-326-8618 | F. 563-326-8774
health@scottcountyia.com | www.scottcountyia.com/health

June 15, 2020

To: Mahesh Sharma, County Administrator
From: Edward Rivers, Director
Subject: Repeal Scott County Ordinances Chapter 32 entitled "Solid Waste Haulers"

The Scott County Waste Commission provides \$6,000 annually to the Scott County Health Department to operate a Solid Waste Hauler Inspection Program. The program involves inspection of waste hauler vehicles either at their business location or when a vehicle arrives at the Scott Area Landfill. The vehicle receives a sticker that indicates it has been inspected.

In February 2020, staff from the Scott County Health Department met with staff from the Scott County Waste Commission and the Scott County Attorney's Office to discuss Scott County Code of Ordinances Chapter 32, entitled "Solid Waste Haulers" and the associated Solid Waste Hauler Inspection Program.

The Scott County Waste Commission requested that Chapter 32 be repealed. When the ordinance was first passed, there were a number of one-person solid waste hauler businesses that were not keeping all of the waste in their vehicle and/or were illegally dumping on the side of the road. Today, only a few large businesses and two cities haul solid waste.

The Health Department concurred with the Waste Commission. Complaints regarding waste or illegal dumping can be addressed through Scott County Code of Ordinances Chapter 20, "Litter". The language in Chapter 20 is very similar to Chapter 32, excluding the inspection of vehicles.

At the March 2020 Scott County Board of Health meeting, Kathy Morris, from the Scott County Waste Commission, discussed the reasons for ending the Solid Waste Hauler Program, and as a result, repealing the ordinance. The Scott County Board of Health endorsed moving forward with the process.

A public hearing was held on May 21, 2020 during the Board of Health meeting. No comments were made during the meeting or received in writing to be entered in the meeting minutes. The Scott County Board of Health voted 3-0 to repeal the ordinance.

We request that the Board of Supervisors rescind Scott County Code of Ordinances Chapter 32, "Solid Waste Haulers".

Staff and I will be available during the June 23, 2020 Committee of the Whole meeting to discuss the proposed ordinance and answer any questions.

SCOTT COUNTY ORDINANCE

AN ORDINANCE TO REPEAL CHAPTER 32, OF THE SCOTT COUNTY CODE RELATIVE TO SOLID WASTE HAULERS

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

SECTION 1.

That Chapter 32 "Solid Waste Haulers" of the Scott County Code, be and the same is hereby repealed in its entirety.

SECTION 2. REPEALER

All Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 3. EFFECTIVE DATE

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

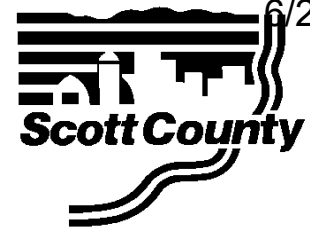
APPROVED this _____ day of _____, 2020

Tony Knobbe, Chairman
Scott County Board of Supervisors

ATTESTED BY:

Roxanna Moritz
Scott County Auditor

Community Services Department
600 W. 4th St.
Davenport, Iowa 52801



Item #5
6/25/2020

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

June 15, 2020

TO: Mahesh Sharma, County Administrator

FROM: Lori A. Elam, Community Services Director

RE: Authorized Agency Agreement
Center for Active Seniors, Inc. (CASI)

Enclosed is the proposed FY21 Agreement with the above listed agency.

The dates and contractual amounts reflect the Board's decisions during the budget review process. The county continues to fund two programs: Outreach and the Adult Day Center (Jane's Place).

The contract has been reviewed by the agency. I will be available at the Committee of the Whole meeting for any questions.

AGREEMENT

This agreement is made and entered into this 1st day of July, 2020, by and between Scott County, Iowa, a governmental unit of the State of Iowa (hereinafter referred to as Scott County), and the Center for Active Seniors, Inc., (hereinafter referred to as CASI), which provides programs for older persons in Scott County.

WITNESSETH

In consideration of the mutual covenants and agreements hereinafter set forth, Scott County and CASI agree as follows:

1. Scott County shall provide funding to CASI for the performance of its covenants in the amount of \$213,750 payable in twelve (12) monthly installments of \$17,812.50. Each installment shall be made available on the day following the first monthly meeting of the Scott County Board of Supervisors.
2. Scott County agrees to provide funding in FY21 to the vulnerable elderly population in the following two programs: Jane's Place (Day Center) and the Senior Outreach. Due to the Covid-19 pandemic, the Jane's Place (Day Center) has been closed since March 17, 2020. While the Day Center is closed, Scott County agrees to the utilization of Day Center funds to expand the Outreach program so staff can assist seniors isolating at home who are developing mental health and medical/dietary issues. Once the Day Center has been given approval to reopen, funding will revert back to both programs. The funding is as follows for the two programs:
 - A. OUTREACH: The county funding level will be \$165,614 (\$13,801.16 monthly)
 - B. DAY CENTER: The county funding will be \$48,136 (\$4,011.34 monthly)
3. Scott County and CASI each acknowledge that the payments herein to be made are to supplement and not supplant other available sources of income to CASI, such as fees collected for services provided to individual clients.
4. CASI shall comply with all applicable laws and regulations pertaining to its operation, and shall not discriminate in providing services on the basis of race, color, creed, national origin, sex, handicapped condition or religious affiliation. Funds provided hereunder shall not be used to further the election of any candidate for political office.
6. CASI shall not transfer between programs the total annual funds allotted to each program as specified in the Scott County budget submission without prior Scott County approval of such transfers.
7. CASI shall provide Scott County with:
 - A. A revised budget estimate and program performance projections if different from the original request, within thirty (30) days of the signing of this agreement.
 - B. Quarterly reporting on performance indicators and financial data as specified in the Scott County Budget submission.

- C. Notification of any significant changes in funding, salary levels, staffing or programming; including the expansion of existing programs, addition of staff positions or the addition of any new funding source and/or program in a timely manner.
- D. Minutes or, summary of, the monthly meetings of the CASI Board of Directors.

8. CASI shall provide Scott County with an independent Certified Public Accountant audit for FY2021. The audit shall be delivered to Scott County by November 1, 2021.

9. Scott County shall be named as additional insured under a comprehensive liability policy maintained by CASI, and providing a minimum coverage of \$1 million. A copy of the insurance certificate for the term of the contract shall be on file in the Scott County Office of the Director of Budget and Information.

10. CASI shall hold harmless from and indemnify Scott County against all claims, suits, actions, costs, attorney fees, expenses, damages, judgments, or decrees, incurred by reason of any person or persons or property being damaged or injured by CASI or any agent or employee of CASI, whether by negligence or otherwise.

11. This agreement may be amended in whole or in part by mutual consent of the parties, provided that no such amendment shall become effective unless in writing and properly executed by the parties.

12. This agreement shall be for one year. If either party wishes to terminate this agreement the first party shall deliver to the second party a ninety (90) day written notice of termination.

SCOTT COUNTY BOARD OF SUPERVISORS:

CENTER FOR ACTIVE SENIORS, INC.:

Tony Knobbe, Chair

Kenny Massey, Chair
Board of Directors

Date

Date

ATTEST:

Roxanna Moritz, Scott County Auditor

Date

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 25, 2020

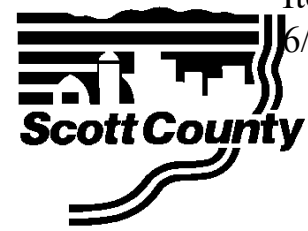
APPROVAL OF FY2021 CONTRACTUAL AGREEMENT BETWEEN THE CENTER FOR
ACTIVE SENIORS, INC. AND SCOTT COUNTY

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

Section 1. That the FY2021 contractual agreement between Scott County and
the Center for Active Seniors, Inc. for the provision of programs for
older persons in Scott County is hereby approved

Section 2. That the Chairman is authorized to sign said agreement.

Section 3. This resolution shall take effect July 1, 2020.



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

June 15, 2020

TO: Mahesh Sharma, County Administrator

FROM: Lori A. Elam, Community Services Director

RE: General Assistance Policy Changes for FY21

After discussion at the Scott County Board of Supervisors meeting on May 28, 2020, additional revisions were made to the General Assistance policies.

Again, there was policy clarification made in terms of definitions, eligibility, ineligibility, and program requirements.

The majority of the changes were made to the burial/cremation assistance policy. As discussed on May 28, 2020, the current policies offer financial assistance for both burials and cremations. In FY19, the county paid for 61 cremations and 47 burials for a total of \$191,945. Every year the amount paid varies as does the actual number of burials and cremations. There are times when the county does not pay the full amount of the burial or cremation as the deceased individual has money in his/her bank account or has a small life insurance policy. Those funds are deducted from what the county would pay. See chart below:

<u>Year:</u>	<u>Number of Burials/Cremations:</u>	<u>Total Expenditures:</u>
FY19	108	\$ 191,945
FY18	124	\$ 210,597
FY17	101	\$ 159,513
FY16	89	\$ 157,155
FY15	77	\$ 163,032
FY14	80	\$ 166,301
FY13	65	\$ 116,292

After several discussions with other counties about burial/cremation policies, I am recommending that Scott County offer cremation as the primary option for citizens requesting funeral financial assistance. At last count there were 37 counties who offered cremation only as an option. The county will pay up to \$1,600 for cremation services. If a burial is requested, the family would be required to pay the funeral home the difference between burial and cremation up to \$1,500.

If the policy revisions are approved, it could result in a budget reduction of approximately \$140,000 to \$150,000. The county would still need to purchase a plot or two during the year for individuals who have passed and the funeral home is unable to find any relatives to sign off on the cremation.

I have attached the revised policy document. I will be available at the Committee of the Whole for questions.

SCOTT COUNTY
GENERAL ASSISTANCE POLICY

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XXXVII. SCOTT COUNTY GENERAL ASSISTANCE GUIDELINES

General Assistance is available through the Community Services Department to families and individuals who are poor or in need, when such persons are not supported by their own means, relatives, or other public or private resources, in accordance with the policies specified below. General Assistance shall be administered promptly, humanely and equitably so as to assist in providing decent and healthful living to poor and needy persons within the scope of monies appropriated.

The General Assistance Program shall:

- A. Provide aid to meet the needs of persons who are poor as defined in the Iowa code (“individuals who have no property, exempt or otherwise, and are unable, because of physical or mental disabilities, to earn a living by labor”).
- B. Provide aid to meet the needs of persons who are not currently eligible for any federal/state public assistance and who meet the eligibility standards specified below.
- C. Meet the needs of eligible persons in emergency situations for a period not to exceed 30 days.
- D. General Assistance may be provided: 1.) on a time limited basis to persons who do not have any income or whose regular income is below the TANF levels or 2.) on a one-time only basis in emergency situations to persons who have some income for up to a maximum of 30 days.

SECTION I. GENERAL PROGRAM POLICIES

- A. All eligibility requirements (Section III) and program requirements (Section IV) must be met before assistance will be approved. Ineligibility circumstances (Section II) are applicable. All assistance specific requirements of Section VIII or Section IX are met.
- B. The verification of any statement or declaration provided in relation to a General Assistance application or re-application may be required by the Case Aide.
- C. General Assistance may be provided for the duration of verified needs in accordance with eligibility and assistance standards set forth in these policies.
- D. General Assistance will be granted only from the date of application. No payment of back bills is allowable, other than currently due utility bills in an emergency situation.
- E. General Assistance shall be granted through vendor payment. No cash payments will be made to applicants.
- F. Vendors must agree to accept a county voucher as full payment of the item of assistance purchased.
- G. No vendor payments will be made to relatives of the applicant.
- H. Non citizens are eligible for General Assistance only as identified in Section V.
- I. A Veteran will defined as stated in Iowa Code Chapter 35.1.

- I. Individuals/families who are currently receiving assistance from federal/state financial assistance programs are typically not eligible for General Assistance. Emergency one-time only assistance may be granted under certain circumstances specified in these policies.
- J. Applicants must fully and truthfully report all information related to eligibility for assistance and level of assistance. Applicants are required to immediately report any changes in circumstances. Applicants or recipients shall cooperate and provide all information necessary to determine eligibility, need for assistance and level of assistance.
- K. The applicant must be a current legal resident of Scott County. A resident is defined as at the time a person applies for or receives services, the person is living and has established an ongoing presence with the declared, good faith intention of living in the county for a permanent or indefinite period of time. The applicant must also have a valid picture ID. Any person who arrives in Scott County and enters a residential/acute care living/academic arrangement upon arrival will generally not be considered a resident. Any person applying for assistance must show proof of residency in Scott County. Examples of this would include proof of rent paid in Scott County for at least the past thirty (30) days, documentation from local homeless/domestic violence shelters indicating stay of 30 days or longer and/or a hotel/motel receipt for 30 days.
- L. The assistance requested is provided for under these policies.
- M. All other available funding outside of this system has been fully accessed by the applicant prior to requesting General Assistance.

SECTION II. INELIGIBILITY

General Assistance shall be denied or discontinued under the following circumstances:

- A. Client is not eligible if resources and/or income are available to client to meet needs at the General Assistance standard.
- B. Client is not eligible for rental assistance if they have exhausted the time limited benefit in a twelve month period.
- C. Client refuses to rely on such resources and/or income.
- D. Applicant chooses to discontinue or withdraw application.
- E. There is a transfer of property or other assets within one (1) year with the intent to qualify for General Assistance or a refusal to complete and sign a Deed of Trust on client-owned property.
- F. Client refuses to cooperate in providing required information or refuses to meet program requirements as outlined in these policies.
- G. Client knowingly provides false information on an application for General Assistance, or provides false information to the Case Aide during the determination of the applicant's eligibility for assistance. The client will also be ineligible if they knowingly provide false information on doctor reports.
- H. Although a client will not be denied solely due to failure to repay a previous grant, the Director may determine he/she is ineligible when there has been no effort to repay a previous grant when he/she had the ability or means to do so.

- I. Client or client household, through action or inaction, has created an ineligibility for assistance or a reduced level of assistance from any federal/state financial assistance programs, which would, absent the client's action or inaction, provide financial assistance at or in excess of general assistance guidelines. Such action or inaction shall include receipt of the maximum allowable TANF benefits (60 months). Clients would also be ineligible for assistance if under a sanction due to fraudulent practices or felony charges with the Social Security Administration.
- J. The assistance requested is under the purview of another entity for funding and determination of need.
- K. Client lives in a residential setting as a part of participation in an organized program.
- L. Client has voluntarily become unavailable for full time employment. Example: Students are not eligible for general assistance.
- M. Client has created the need for assistance by use of income/resources for non-basic needs.
- N. Client has voluntarily left a subsidized living arrangement which would have provided the basic assistance need requested.
- O. Client who has voluntarily left gainful employment within a 45 days period prior to applying for General Assistance shall not be considered eligible until 45 days have elapsed, unless such leaving was the result of an inability to perform job duties as verified by a physician's statement.
- P. Client was denied Social Security/SSI/SSDI benefits by Administrative Law Judge (ALJ) level.

SECTION III. ELIGIBILITY

Eligibility Determination

- A. Determination of eligibility will be made at the time of application/re-application and when a change in a recipient's circumstances indicates possible changes in eligibility or need.
- B. Eligibility periods shall generally be no longer than 30 days, unless otherwise specified in these guidelines.
- C. Eligibility and amount of assistance needed are determined through a joint process involving both Case Aide and client, focusing on:
 - 1. Comparison of the client's circumstances with the eligibility standards set forth in these policies, determination of the client's unmet needs and the appropriateness of General Assistance in meeting these needs.
 - 2. Development of a plan for self-support that fully utilizes client's available resources, excluding exempt property.

Financial Eligibility

Income

1. For the purpose of determining income, the total income of the household unit for the previous thirty (30) days will be considered. A household is defined as all persons of whatever age, whether or not related, who reside/stay/cohabitate "together" in the same household.
2. Household income: All income received by the client's household shall be considered, including but not limited to gross wages, retirement benefits, disability benefits, investment income, rental income, income from trust funds, gifts, loans, and any assistance received from public or private entities.
3. The first \$30 per month of household earned income will be disregarded.
4. All income must be reported. If income is not reported, the disregard above will not apply.
5. Emergency assistance, on a one-time only basis, may be granted to households whose income does not exceed 100% of the federal poverty guidelines.

Resources

1. Resources shall include liquid assets including but not limited to checking or savings accounts, cash on hand, stocks, bonds, IRA's or other investments. The total value of such assets shall be considered an available resource.
2. All real property shall be considered a resource other than as exempted below. All real property not excluded below will be counted as an available resource at net value. (Net value = value of property – remaining payments/mortgage.)
3. Resource Exemptions. The following are considered excluded resources and shall not be considered as available resources:
 - a. A homestead, equity in a family home or farm.
 - b. Household goods and personal effects.
 - c. An equity not to exceed \$2,500 in one motor vehicle. Equity is defined as the Blue Book price – remaining loan balance.
 - d. Life insurance which has no cash surrender value.
 - e. An equity not to exceed \$2,500 in one funeral contract or burial trust for each member of the household.
 - f. Tools of an actively pursued trade.

When the value of one or more of these items exceeds the specified amount, the excess must be counted as available resources; any resources not specifically exempt shall be counted as an available resource.

4. All resources, other than the excluded ones above, shall be considered available to meet basic needs and must be used for such. If resources are available to meet the request at the

General Assistance standard, no eligibility exists. If resources are available to partially meet the need, they must be utilized prior to eligibility for assistance.

5. Lump sum payments. Persons who have received lump sum payments preceding the application for General Assistance will be assumed to have had sufficient resources to provide for basic needs at General Assistance standards for the period of months equal to expenditure of the lump sum benefits at 150% of the federal poverty level. The Case Aide may add expenditure of lump sum payments for medical expenses to the 150% of the poverty level to determine at which point eligibility for General Assistance will occur.

SECTION IV. PROGRAM REQUIREMENTS

Agreement to Reimburse

- A. All recipients of General Assistance shall agree to reimburse for assistance granted. Recovery efforts shall not be initiated until the recipient is able, and must commence within two years after the recipient becomes able as stated in the Iowa Code. Ability to reimburse shall be considered to have occurred at such time as the recipient has on-going income at 150% of the federal poverty guidelines or has resources in excess of SSI guidelines.
- B. The homestead of General Assistance recipients shall be liable for such expenditures at the time of the recipient's death only if there is not a surviving spouse as stated in the Iowa Code.
- C. Applicants who have applied for federal benefits must sign an Interim Assistance Agreement with Scott County.

SECTION V. SERVICES TO NON-CITIZENS

- A. Persons who are illegally in the United States are not eligible for General Assistance.
- B. Legally admitted aliens who are not admitted for permanent residence are not eligible for General Assistance.
- C. Legal immigrants are not eligible for General Assistance except for the following:
 1. Refugees admitted under Section 207 of the INA.
 2. Asylees admitted under Section 208 of the INA.
 3. Aliens whose deportation has been withheld under Section 243(h) of the INA.
 4. Veterans of the U.S. Armed Forces who were honorably discharged for reasons other than alienage, their spouses and dependent children.
 5. Active duty personnel of the U.S. Armed Forces, their spouses and dependent children.
 6. Legal permanent residents who have earned 40 quarters of coverage for social security purposes. Quarters worked after December 31, 1996, in which the alien received any federal means-tested public assistance shall not be considered to be a qualifying quarter.
 7. The Director may grant an exception to provide assistance on an emergency one-time basis.

SECTION VI. DIRECTOR'S EXCEPTION

The Director of the Community Services Department shall have the authority to approve assistance to an applicant who does not meet eligibility criteria in instances of extraordinary circumstances. Any such authorization provided through the Director's exception will be so noted on the Notice of Decision provided to the applicant.

- A. The client is above the income/resources eligibility limitations, but special circumstances warrant the granting of assistance for up to a 30-day period.
- B. The requested assistance exceeds the maximum expenditure permitted in a particular category, but special circumstances warrant the granting of assistance for up to a 30-day period.
- C. Other requirements of these policies may be exempted for up to a 60-day period.

SECTION VII. APPEALS

A. Right to a Hearing.

- 1. Applicants/recipients are entitled to a hearing on the following:
 - a. Denial of assistance.
 - b. Failure to determine applicant's eligibility, and if found eligible, grant assistance within five (5) working days of application, provided the client has met eligibility requirements.
 - c. Amount of assistance granted.
 - d. Discontinuance of assistance in whole or part.

B. Informing of Decision and a Right to Appeal.

- 1. Applicants/recipients shall be informed orally and in writing at the time of any decision relating to their application or level of assistance of:
 - a. The decision made, including a written notice of the basis of the decision.
 - b. Their right to an appeal and that a clear written communication to the department requesting a review of a decision shall constitute an appeal.
 - c. That they may be represented by themselves or a representative of their choice.

The availability of community legal services to assist them.

C. Appeal Request.

- 1. Any clear written communication to the department by or on behalf of an applicant/recipient requesting a review of a decision shall constitute a request for an appeal hearing if made within fifteen (15) days of the decision (date of notice of decision) for which the review is

requested. The written communication shall specify the applicant's position as to why the Case Aide's decision merits review.

2. The request for an appeal hearing cannot be denied except where the applicant/recipient has abandoned or withdrawn the request in writing.
 - a. A request shall be considered withdrawn only upon receipt of a written statement before or on the day of the appeal hearing.
 - b. A request may be considered abandoned if neither the appellant nor representative appears at the agreed time and place for the appeal hearing.
 - c. If appellants inform the Case Aide that they are satisfied and no longer wish to pursue their request for an appeal hearing, they will be advised that a written withdrawal of the request must be made.
3. Requests for an appeal must be given to the client's Case Aide. If the Case Aide is unavailable, the request for an appeal shall be given to the Case Aide Supervisor.

D. Director's Review.

1. Appeals will be heard as soon as possible and always within five (5) working days unless a greater amount of time is required by the client. At that review, the Case Aide's decision will be reviewed with the client.
2. The decision of the Director shall be made in writing. It shall be made as promptly as possible and within five (5) working days of the hearing date.
3. If the Case Aide's decision is upheld, the appellant has an option of continuing the appeal process by requesting an appeal to the Board of Supervisors within twenty (20) days of the Director's decision (date of written decision).

- E. Any clear written communication to the Department of Community Services by or on behalf of an applicant/recipient requesting a review of the Directors decision shall constitute a request for an appeal hearing to the Board of Supervisors, if made within twenty (20) days of the decision of the Director for which the review is requested. The written communication shall specify the applicant's position as to why the Director's decision merits review.

F. Board of Supervisors Hearing

Appeals to the Board will be heard within fifteen calendar days of the request for appeal to the Board.

1. Written notice of the hearing shall be given to the appellant at the time the appeal is given to the Community Services Department. The notice shall inform the appellant:
 - a. Of the date and place of the hearing and the appellant's right to change them if necessary.
 - b. Of the specific issues which are the subject of the hearing.
 - c. Of the manner in which the hearing should be conducted, including means by which adjournment may be requested and granted, and the right to present evidence and witnesses and to cross-examine adverse witnesses.

- d. The right of the parties to be represented by legal counsel or another person of their choice and the right to bring pertinent information with them.
 2. Appeals shall be heard by the Board of Supervisors at the regular Committee of the Whole sessions. Appeals must be received by the department before 5 p.m. Monday in order to be heard at the next week's Committee of the Whole meeting. In those instances where a client requires more time to prepare an appeal, the hearing may be moved to the next Committee of the Whole session if requested by the client.
- G. The Community Services Department shall provide, at the appellant's request, all available pertinent information which the department intends to use at the hearing. This information may be granted to the appellant's representative also if the appellant so requests.
- H. Conduct of Hearing-rights of parties:
1. The Board of Supervisors shall preside. An opening statement describing the nature of the proceeding, the issues and the manner in which the hearing will be conducted shall be made by the Board Chair.
 2. All parties have a right to be represented by legal counsel or a person of their choice to testify and to bring pertinent information with them.
 3. Technical rules of evidence shall not apply, but evidence must be relevant and material.
 4. Appellants and their representatives (at appellants' request) shall have the right to examine the case record.
 5. The Board's findings shall be based solely upon evidence openly presented at the hearing. The written decision of the Board shall include a statement of the basis and legal or policy authority upon which the decision is based.
 6. General Assistance hearings before the Board shall be tape-recorded. In the event of appeal of the Board's decision, the tape or a transcript shall be made available by the County at the request of a participating party. The hearing recording shall be maintained in the General Assistance office for at least two (2) years following the decision.
- I. Decision of Board
1. The decision shall be made in writing by the Board. It shall be issued as promptly as possible and within five (5) working days of the hearing date.
 2. A copy of the decision shall be mailed to each of the parties involved, including representatives of the Community Services Department.
- J. Decision without Board Hearing.
1. Appellants have the option to request that their appeal be decided by the Board without a hearing. In such cases, opportunity shall be afforded each party to submit written evidence and review and comment on evidence submitted by the other party.
 2. If at any stage of an appeal, it clearly appears to the Board that the department's action is contrary to law, Board rule or policy, the Board may issue a decision directing specific actions for the benefit of the appellant.

3. When the appellant has emergency needs resulting from a departmental decision, the Board may issue an immediate decision directing action for the benefit of the appellant

SECTION VIII. EMERGENCY: ONE TIME ASSISTANCE

Emergency assistance may be granted on a one-time only basis (up to 30 days) to individuals who have some income, but because of circumstances, not attributable to that individual, are unable to meet their basic needs.

Emergency assistance is available to provide financial assistance with shelter, utilities, transportation, clothing, burial, medical, and dental.

The individual circumstances will be taken into account in evaluating the need for General Assistance. Income and resources will be reviewed by the Case Aide.

Income and/or resources, which are available, must be used to meet the need.

Income shall not exceed 100% of poverty.

A Director's exception may be available for extenuating circumstances.

TYPES OF ASSISTANCE

Medical (including prescriptions)

- A. It is the policy that necessary medical needs of eligible persons shall be provided through Scott County's contract with Community Health Care, Inc.
- B. This program does not cover elective medical services.
- C. Applicants eligible through the Department of Human Services (DHS) for Title XIX (Medicaid) must apply for and utilize such assistance. In instances where medically needy eligibility exists, the amount of the spenddown may be considered in determining eligibility under these guidelines.
- D. The Community Services Department determines financial eligibility for assistance. The medical need and appropriate treatment is determined by Community Health Care. Persons determined financially eligible for medical assistance must follow all requirements of Community Health Care for receipt of assistance.
- E. Community Services will work closely with Community Health Care to assure that clients receive prompt attention.
- F. Any applicant, who has not followed Community Health Care direction in opening a medical record, will be ineligible for any additional medical assistance until they have complied with Community Health Care patient requirements as well as followed through with the DHS medical assistance application requirements.

Financial Eligibility: Income and resources of the applicant, applicant spouse, and dependent children shall be considered.

Dental

- A. It is the policy that necessary dental needs of eligible persons shall be provided through Scott County's contract with Community Health Care, Inc.
 - 1. Assistance with dental work/extractions shall be available to alleviate pain only.
 - 2. Assistance with denture repair.
 - 3. No elective services are covered.
- B. Community Health Care may determine that the dental service needed cannot be performed by their agency. In such instances, Community Health Care, in consultation with the Case Aide may make a referral to another appropriate provider.

Financial Eligibility: Income and resources of the applicant, applicant spouse, and dependent children shall be considered.

Shelter Assistance

Rental Assistance/Mortgage Assistance

- A. If the applicant is residing in a homeless shelter, they must provide a letter indicating the time period they have been there.
- B. Assistance may be available to provide shelter in a residential rental arrangement.
- C. Assistance may be available to provide shelter in a residential mortgage arrangement.
- D. All rental arrangements must be agreed to by the landlord. Applicants will be required to bring in a copy of the rental lease. All mortgage assistance arrangements must be agreed to by the mortgage holder.
- E. Assistance shall be granted for the amount of interest of the monthly mortgage payment, not to exceed the levels of assistance.
- F. Clients applying for mortgage assistance will be required to sign a Deed of Trust granting Scott County a lien on the property for any assistance so received.

Level of Assistance:

Assistance may be provided up to \$500, but at no time shall exceed the actual rental or mortgage cost.

Program Requirements: All program requirements must be met.

Financial Eligibility: Income and resources of the applicant's household shall be considered.

Utilities

- A. Utilities include gas, propane, electric, and water.
- B. Assistance will not be granted unless such assistance and other resources of the applicant are such that the utility provider will agree to continued or reinstated service.
- C. The applicant must be residing full time in the residence for which utility assistance is requested.
- D. The utility bill must be in the name of the applicant.
- E. The applicant must have made a minimum of three payments within a six month period on a gas/electric/propane/water bill.

Level of Assistance: Assistance granted not to exceed the following:

Single Household	\$ 90.00
Two Person Household	\$170.00
Three or/+ Household	\$240.00

Program Requirements: All program requirements must be met.

Financial Eligibility: Income and resources of the applicant’s household shall be considered.

Clothing

- A. Requests for assistance with clothing will be referred to area agencies. Only in special instances shall financial assistance with purchase be granted:
- B. Special instances may include the following:
 - 1. Special work clothing not available through area agencies.
 - 2. Clothing needed for protection from weather or decency, which is not available at area agencies, due to size or special needs.

Levels of Assistance: Assistance granted shall not exceed \$100.00

Program Requirements: All program requirements must be met.

Financial Eligibility: Income and resources of the applicant’s household shall be considered.

Special Needs

Direct Assistance may include financial assistance with transportation, personal care items, household cleaning supplies as described below and not to exceed the assistance levels below.

1. Transportation. Financial assistance may be provided for needs as listed below. Transportation shall be provided through the use of public transportation unless the Case Aide determines that such is not possible. In such instances, the Case Aide may issue assistance for gasoline or for payment of a friend or relative in amounts not to exceed the cost of gasoline to reach and return from the needed service. The driver must have a valid driver's license and car insurance.
 - a. Transportation to medical/dental/mental health care.
 - b. Transportation to return to legal residence (including necessary meals and lodging).

Burials

- A. All of the deceased assets must be applied toward burial expenses, including cash on hand and funds in checking and savings accounts, or savings certificates.
- B. Death benefits may be available from employment, railroad retirement, pension plans, VA benefits, life insurance policies, prepaid burial agreements or social security. The family of the deceased must apply for these benefits and apply them to costs of the burial. Any and all funds generated from memorials must be applied to the burial costs. If the family of the deceased discovers a death benefit, savings account or other resources after the funeral, they are expected to notify this office and the funeral home.
- C. Application.
 1. If county assistance is indicated, a General Assistance application must be completed and signed by the surviving spouse or next of kin, if no spouse, within 72 hours (excluding holiday and weekends) of the person's death.
 2. Income of the available spouse must be within General Assistance income standards unless an exception is granted. In applications for county assistance, the financial ability of the surviving spouse, if applicable, must be considered.
 3. Ineligibility for county assistance will result if there is the surviving spouse has income at or in excess of 300% of the federal poverty level. Ineligibility will also occur if the surviving spouse fails to contact the Case Aide or fails to disclose the financial information requested.
- D. Expenses allowed shall be as follows:
 1. Up to \$1600 will be allowed for cremation expenses. Services include transfer of the deceased to the funeral home, professional service fees, medical examiner's cremation permit fee, cremation fees, vehicle to crematory, abbreviated arrangement conference at the funeral home, minimal temporary container for ashes or place ashes into a container provided by the family, and release of ashes to family.

2. If the family requests a burial instead of cremation, they will be required to pay the funeral home the difference between burial and cremation up to \$1500.
 - a. A burial would be an abbreviated funeral service. If the family requests a service at the funeral home, they would also be responsible to pay the funeral home \$415 for the use of the facilities and necessary staff. Custom obituary charges, if incurred, are the responsibility of the family.
3. 4. In all cases, the appropriate benefit identified above represents payment in full for services provided and may not be supplemented by funeral directors.

Financial Eligibility: Income and resources of the applicant and spouse identified in Iowa Code shall be considered.

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 25, 2020

APPROVING UPDATES AND CHANGES TO
GENERAL POLICY 37- SCOTT COUNTY GENERAL ASSISTANCE GUIDELINES

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

- Section 1. The General Assistance policies are updated and clarified in terms of definitions, eligibility, and program requirements.
- Section 2. That the language for "On-Going" assistance is removed.
- Section 3. That the General Assistance Program will provide funding for cremation as the primary option in the amount of \$1,600. If a family requests a burial, they would be required to pay the difference between cremation and burial to the funeral home; approximately an additional \$1,500.00.
- Section 4. This resolution shall take effect July 1, 2020.

**SCOTT COUNTY JUVENILE DETENTION
AND DIVERSION PROGRAMS**

500 West 4th Street
Davenport, Iowa 52801
Ph: (563) 326-8687 Fax: (563) 328-3207
www.scottcountyiowa.com
E-Mail: jkaiser@scottcountyiowa.com



MEMORANDUM

Date: 06/09/2020

To: Scott County Administration and Board of Supervisors

RE: Youth Transition Decision Making (YTDM) Contract Renewal

New Program Description

The Youth Transition Decision Making (YTDM) program is a “youth-centered,” evidence-based model that assists juveniles in transitioning back to their home community after long term residential placement.

Youth are required to have 3 meetings – one meeting within 30 days of placement, one meeting 30 days prior to discharge from placement and one meeting 30 days post-discharge. The goal of the meetings is to gather all “stake-holders” to the child’s success and develop a transition plan. The transition plans address educational needs, medical/psychiatric/mental health needs, housing, employment, relationship supports, self-sufficiency, social engagement, and behavioral needs.

This program began operating in 2017. Over the course of the last few years, the program has received seventeen (17) referrals. Five (5) of the referrals have completed all meetings and have successfully transitioned back into their home community, six (6) referrals are progressing towards completing all of their goals of the program, and six (6) referrals are “on hold” due to not progressing in the program.

Benefit to Community- Measurement

There are several reasons. YTDM’s are in the best interest of the youth and our community. It creates a shared responsibility for planning, decision-making and task accomplishment. YTDM’s work because youth are given the opportunity to voice what their goals and dreams are for the future. They are not only giving a say in the planning process, they are leading that process. The empowerment youth experience in the YTDM process results in higher levels of youth engagement, buy-in and ownership. Youth feel empowered and as a result are more motivated to achieve their goals. Our ultimate goal will be to improve outcomes and lower juvenile crime and recidivism.

Capital Costs- This program incurs no capital costs as it is provided at the residential placement home or in the home of the child.

Offsetting Revenue

On-going operating expenses for this program will be covered by an inter-governmental contract with Iowa Department of Human Services. (Contract attached) Scott County will charge \$375 for the initial YTDM meeting and \$300 each of the two subsequent meetings. Food and transportation costs are reimbursed as well under this contract.

The contract would need to be signed by the Scott County Board of Supervisor's Chairperson in order for the program to continue past July 1, 2020.

Jeremy Kaiser, Director

Scott County Juvenile Detention

Fourth Amendment to the Family Team and Youth Transition Decision Making Contract

This Amendment to Contract Number DCAT3-18-154 is effective as of July 1, 2020, between the Iowa Department of Human Services (Agency) and Scott County (Contractor).

Section 1: Amendment to Contract Language

The Contract is amended as follows:

Revision 1. Contract Duration. The Contract is hereby extended from July 1, 2020, through June 30, 2021.

Section 2: Ratification & Authorization

Except as expressly amended and supplemented herein, the Contract shall remain in full force and effect, and the parties hereby ratify and confirm the terms and conditions thereof. Each party to this Amendment represents and warrants to the other that it has the right, power, and authority to enter into and perform its obligations under this Amendment, and it has taken all requisite actions (corporate, statutory, or otherwise) to approve execution, delivery and performance of this Amendment, and that this Amendment constitutes a legal, valid, and binding obligation.

Section 3: Execution

IN WITNESS WHEREOF, in consideration of the mutual covenants set forth above and for other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the parties have entered into the above Amendment and have caused their duly authorized representatives to execute this Amendment.

Contractor, Scott County		Agency, Iowa Department of Human Services	
Signature of Authorized Representative:	Date:	Signature of Authorized Representative:	Date:
Printed Name: Tony Knobbe		Printed Name: Lori Frick	
Title: Scott County Board of Supervisors - Board Chair		Title: Eastern Iowa Service Area Manager	

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 25, 2020

CONTRACT RENEWAL FOR YOUTH TRANSITION
DECISION MAKING PROGRAM SERVICES

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

Section 1. That the Scott County Juvenile Detention and Diversion Programs will provide the YTDM for youth through a contract with the Iowa Department of Human Services ending June 30, 2021.

Section 2. This resolution shall take effect on July 1st, 2020

**SCOTT COUNTY JUVENILE DETENTION
AND DIVERSION PROGRAMS**

500 West 4th Street
Davenport, Iowa 52801
Ph: (563) 326-8687 Fax: (563) 328-3207
www.scottcountyiowa.com
E-Mail: jkaiser@scottcountyiowa.com



MEMORANDUM

Date: 06/09/2020

To: Scott County Administration and Board of Supervisors

RE: Auto Theft Accountability Contract Renewal

History- Program Description

Over the last few years, this Scott County area has experienced a dramatic increase in auto theft. This has had a direct impact on the Scott County Juvenile Detention as average daily population has effectively doubled, causing costs to rise significantly as well. The Auto Theft Accountability Program is a new program designed to target first time offenders and provide accountability for the harm they have brought upon their victim and the community.

The Auto Theft Accountability program is a victim-offender mediation program which is based upon highly effective programs provided in New Zealand (Family Group Conferencing) and Oakland, California (Restorative Community Conferencing). This model is evidence based, as the National Council on Crime and Delinquency studied the outcomes of the RCC program in Oakland. They found that youth who completed the program were 44% less likely to get a new sustained charge, than youth who were processed through the juvenile legal system.

This program is a restorative justice concept in which victims and offenders are brought face to face in a neutral setting. Staff then facilitate a meeting to discuss the harm that has been done and create a plan for how the offender is to repair the harm. The youth offender will have three months to complete the plan. If the offender completes the plan, they will have their charge dismissed. However, if at any point they fail to progress, they will revert back to court proceedings.

The program accepted its first referral on April 30th, 2019. The program has had twenty-two (22) referrals since inception. Six (6) referrals have completed the program successfully, six (6) referrals are on-track to complete the program, and ten (10) referrals were discharged unsuccessfully. A major barrier to successful completion is a lack of family and youth engagement in certain referrals.

In FY21, there will be an advocacy component added to the program, to help with family and youth engagement. A Part-Time Youth advocate will be tasked with engaging the responsible youth and their family to help guide them through the program.

Benefit to Community- Measurement

There are several reasons this program is in the best interest of the community. In other communities where it has been implemented they have experienced lower recidivism, higher victim satisfaction, and it has promoted a sense of responsibility in offenders. The ultimate goal will be to lower juvenile crime (particularly auto theft), less court hearings, improved court times, and decrease detention usage.

Capital Costs- This program will incur no capital costs as it will be provided in the Scott County Juvenile Diversion Programs space.

Offsetting Revenue

On-going operating expenses for this program are covered by an inter-governmental contract with Iowa Department of Human Services. (Contract attached) Decategorization Board. All staff time, training, and supplies for the program will be reimbursed by the contract up to \$99,000 annually.

The contract renewal would need to be signed by the Scott County Board of Supervisor's Chairperson by July 1, 2020 in order to continue operating.

Jeremy Kaiser, Director

Scott County Juvenile Detention

Third Amendment to the Auto Theft Accountability Program Contract

This Amendment to Contract Number DCAT3-19-121 is effective as of July 1, 2020, between the Iowa Department of Human Services (Agency) and Scott County (Contractor).

Section 1: Amendment to Contract Language

The Contract is amended as follows:

Revision 1. Contract Duration. The Contract is hereby extended from July 1, 2020, through June 30, 2021.

Section 2: Ratification & Authorization

Except as expressly amended and supplemented herein, the Contract shall remain in full force and effect, and the parties hereby ratify and confirm the terms and conditions thereof. Each party to this Amendment represents and warrants to the other that it has the right, power, and authority to enter into and perform its obligations under this Amendment, and it has taken all requisite actions (corporate, statutory, or otherwise) to approve execution, delivery and performance of this Amendment, and that this Amendment constitutes a legal, valid, and binding obligation.

Section 3: Execution

IN WITNESS WHEREOF, in consideration of the mutual covenants set forth above and for other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the parties have entered into the above Amendment and have caused their duly authorized representatives to execute this Amendment.

Contractor, Scott County		Agency, Iowa Department of Human Services	
Signature of Authorized Representative:	Date:	Signature of Authorized Representative:	Date:
Printed Name: Tony Knobbe		Printed Name: Lori Frick	
Title: Scott County Board of Supervisors - Board Chair		Title: Eastern Iowa Service Area Manager	

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 25, 2020

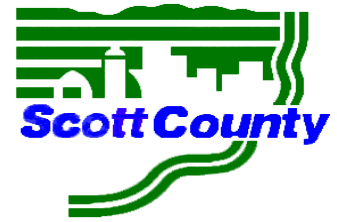
CONTRACT RENEWAL FOR AUTO THEFT ACCOUNTABILITY PROGRAM SERVICES

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

Section 1. That the Scott County Juvenile Detention and Diversion Programs will provide the Auto Theft Accountability Program for youth through a contract with the Iowa Department of Human Services ending June 30, 2021. The contract can be renewed for five years with the final year ending on June 30, 2024.

Section 2. This resolution shall take effect on July 1st, 2020.

RISK MANAGEMENT
400 West Fourth Street
Davenport, Iowa 52801-1104
Telephone: (563) 326-8293
Fax: (563) 326-8763



June 16, 2020

To: Mahesh Sharma
County Administrator

From: Rhonda S. Oostenryk
Risk Manager

Subject: Annual Insurance Renewals

Attached is an insurance summary, prepared by the County's insurance broker, Arthur J. Gallagher, pertaining to renewal premiums for the period July 1, 2020 through June 30, 2021. The county's overall insurance program renews July 1 each year and currently uses Chubb Insurance for property coverage and Travelers Insurance for most liability coverages. Worker's compensation coverage is through Midwest Employers Casualty Company.

The Chubb property renewal premium is up approximately 15% compared to the expiring policy, and includes a 3.5% increase in building, contents, equipment and vehicle limits. The County has a \$100,000 deductible for property.

The Travelers liability premium is up 8.6% with nearly 6% of that due to an increase in budget expenditures, which a lot of the premium is based on. Scott County has a \$300,000 self-insured retention for liability claims.

Worker's compensation coverage is up 16% compared to expiring, which was the second of a 2-year policy. Payroll, however, is up nearly 10% from two years ago as well, accounting for much of the premium increase. Also this year, MWECC is offering the county a 2-year policy, with the second year premium at \$72,843. A 2-year policy is rare in worker's compensation, and is again made possible by the county's superior claims experience and internal claims handling. Scott County continues to rank in the top 8% of all public entities with Midwest Employers in terms of claims frequency and claims handling. Scott County has a \$500,000 self-insured retention for worker's compensation coverage.

Total premium for main coverage lines is \$439,188, up 11.4% compared to last year. Scott County continues to receive preferential pricing and coverage terms due to its overall safety efforts and limited claims activity.

Finally, the most drastic increase is in the medical professional coverage for the county's health clinic. The premium has jumped from \$48,313 to \$75,750. The insurance market for medical malpractice insurance has severely tightened this year and will likely continue to tighten in the coming years due to large lawsuits across the country, particularly in relation to medical treatment of jail inmates. Five markets we approached declined to provide a quote at all. Coverys was the only market that quoted coverage in the amount of \$75,750; the incumbent carrier (Lloyd's - Beazley) renewal premium was more than \$94,000.

I will attend the next Committee of the Whole meeting with representation from AJG to discuss the renewal proposal and to answer any questions you or the Board may have.



Gallagher

Insurance | Risk Management | Consulting

2020-21

Scott County Insurance Summary



Jeff Young, CIC
Arthur J. Gallagher
220 Emerson Place, Suite 302
Davenport, IA

7/1/2020



Insurance | Risk Management | Consulting

2020 Gallagher Public Sector & K-12 Education Practice

Quotable Facts & Figures

Our Client Base

We work with more than 13,500 public sector and K-12 education clients, including:

- 1,000's of individual cities, counties, parishes, schools and special districts
- 19 state government clients and 80 tribal government clients
- 110 public sector and K12 education pools (covering an estimated 10,000 individual entities)
- More than 300 special districts
- More than 4,500 schools
- 40% of the largest public schools

Our Competitive Advantage

- Through CORE360™ and our consultative approach, we help our clients manage the cost of risk, not just the cost of insurance.
- We're the only U.S. broker with more than 400 sales people and risk management experts focused on public sector business. We have an excellent reputation in the public sector arena and we are dedicated to providing excellent service in a highly ethical manner.
- We're invested in our clients' associations and we have been for more than 40 years.
- We have access to worldwide insurance markets that specialize in public sector business.
- We bring experts to the table to help negotiate complex issues like cyber liability, crisis response and resilience, enterprise risk management, employment practices, D&O coverage, complex property placements – or whatever the need might be.

Key Market Partners

GPS has access to all public sector markets with a total premium volume that exceeds \$1 billion. These numbers represent premium volume for all public sector property and casualty business as of the end of 2019, all lines.

INSURANCE MARKET	PREMIUM VOLUME
Travelers Group	\$70,032,645
Tokio Marine Holdings, Inc.	\$49,193,750
Fairfax Financial Holdings Limited	\$40,652,700
American International Group, Inc.	\$36,887,898
Chubb Limited	\$34,107,026
W R Berkley Group	\$24,722,522
Berkshire Hathaway Insurance Group	\$21,953,268
American International Group, Inc.	\$20,479,786
FM Global Group	\$16,898,772
The Hartford Insurance Group	\$16,804,986
Starr Companies	\$13,653,841
United Educators Group (RRG)	\$13,477,938



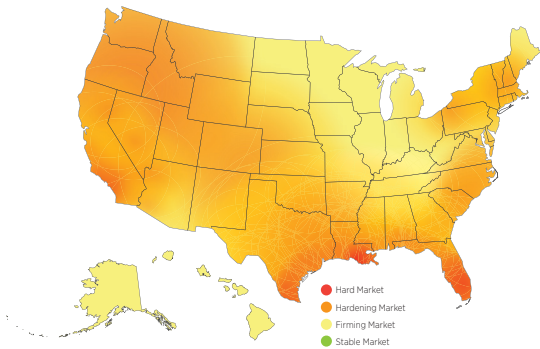
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The disruption caused by COVID-19 has had a pronounced effect on our businesses and our lives. Across the insurance industry, communication channels have stayed open, submissions are being underwritten, and our client’s insurance renewals are being bound.

The table and heat map below show overall pricing, and most lines of coverage are firming or hardening in the current marketplace.



LINE OF COVERAGE	CURRENT MARKETPLACE (Range of rate increases)
CAT Property*	Greater than +10%
General Property	Greater than +5%
General Liability	+5% to +10%
Umbrella	Greater than +10%
Management Liability (Private)	Flat to +10%
Management Liability (Public)	Greater than +20%
Auto	+5% to +15%
Workers' Compensation	-5% to +5%

*CAT property is defined as a location portfolio with exposure to catastrophic loss (i.e., California EQ, flood, Florida/Texas/Gulf Coast—wind/hail, the Carolinas, etc.).

However, this is not the case for many of our clients who may have had to temporarily close their doors or scale back operations. Recognizing the difficult times these clients are facing, many of our carriers have offered relief through extended payment terms, and are allowing midterm exposure changes and premium reductions.

The legislative front is very active as state insurance regulators are issuing various orders to support policy holders in their respective states. These orders have ranged from requiring carriers to extend payment terms to issuing return premiums on certain lines of coverage. While we continue to monitor these updates on behalf of our clients, the position some of our carriers will take on these orders remains uncertain.

Leading up to Q2 2020, what had been driving the marketplace was fairly simple — for years, the industry’s rates hadn’t kept up with the loss cost trends. Put another way, rates stayed flat, but costs went up. In a normal operating environment (where interest rates are above 0%), insurance carriers can still make money on the investment income portion. When you combine interest rates holding at 0% for an extended period of time with severe weather and concerning liability trends (more on both of those later), you get the majority of businesses experiencing sizable increases in 2019 for the first time in years.

While much of the recent focus has been on the industry’s response to COVID-19, the challenging market conditions that were reported in our Market Update last quarter haven’t slowed down. Carriers remain intensely focused on underwriting discipline, ensuring they secure the right terms and pricing on certain lines of coverage that have historically not performed from an underwriting standpoint. As a result, we continue to see extreme differences in how the market is responding between classes and sizes of business.

Taking this into account, we will focus on these key general trends.

- 1. Property:** Overall costs accelerated faster than anticipated in Q1 2020.
- 2. Workers’ compensation:** Pricing remains competitive but is increasing for the first time in years.
- 3. Casualty:** Continued negative impact by mega verdicts.
- 4. D&O:** Public company D&O is the most distressed line of coverage in the marketplace.
- 5. Cyber:** Exposures have shifted with the changing nature of the remote workforce.
- 6. Hardening market:** Still exists in pockets.



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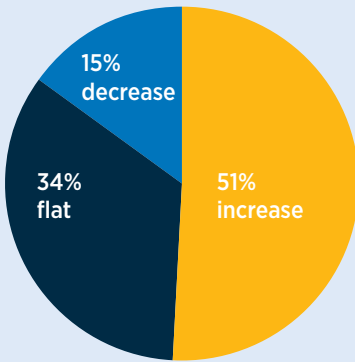
Scott County 2020-21

Insurance summary

<u>Coverage</u>	<u>Expiring</u>	<u>Renewal</u>
Liability	\$121,028	\$131,530
Property	108,314	127,593
Automobile	32,048	32,677
Automobile-EMA	3,548	3,612
Umbrella	58,393	59,805
Cyber/Internet liability	9,226	12,564
<u>Worker's Comp</u>	<u>61,488</u>	<u>71,407</u>
Sub-Total	\$394,045	\$439,188
<u>Med. Professional</u>	<u>48,313</u>	<u>75,750</u>
Total	\$442,358	\$514,938

Q1 Primary General Liability Rate Changes

Gallagher — U.S. Clients

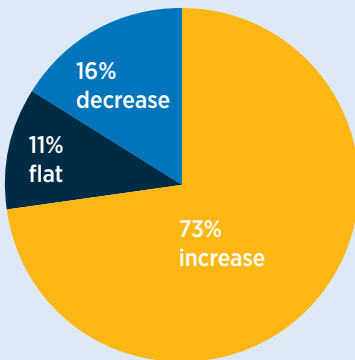


51%

of clients saw a
rate increase in Q1.

Q1 Auto Liability Rate Changes

Gallagher — U.S. Clients



73%

of clients saw a
rate increase in Q1.

Primary General Liability

General liability costs continued to rise in Q1, as the overall legal landscape shifted in the U.S.

- The frequency of large judgments, increases in litigation financing and an empowered plaintiff bar continue to challenge our industry.
- The median average verdict for the top 50 cases in the U.S. has doubled in the last four years.*
- Clients with tougher product exposure, or those operating in healthcare or other sectors where they are susceptible to higher frequency of lawsuits, can expect larger rate increases.
- An item the industry will certainly watch is whether there is a liability exposure arising from failure to adequately follow and communicate public health guidelines such as their responsibility to provide personal protective equipment (PPE).
- Insurance carriers are beginning to introduce or enhance their communicable disease exclusions in response to COVID-19.

Even though loss costs have been rising, plenty of capacity remains. We expect a firming rate environment to continue, with rate increases in the mid to high single-digit range for desirable risks.

Auto Liability

Despite several years of price increases in auto liability, rates continued to increase in Q1 as the price increases continued to not keep pace with the increases in claim frequency and severity.

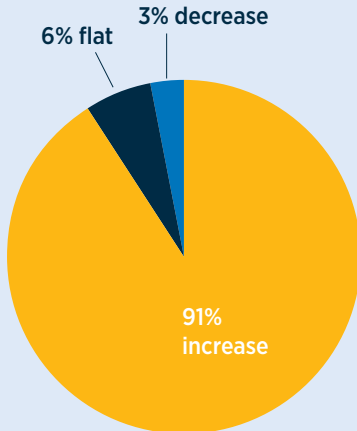
- Loss costs are rising as new technologies make vehicles more expensive to repair. We expect carriers to continue to push rate increases across the board in auto liability.
- Maybe more so than any other line of coverage, auto insurance has been directly impacted by COVID-19 with some estimates that vehicle usage is down 50% since mid-March.

Almost every major auto carrier for personal lines of insurance has outlined plans for premium rebates to customers, largely in the 15% to 20% range for two months. How will the commercial insurance sector respond to this change in exposure? We are expecting to see auto rates level off with the reduction in exposure (miles driven) related to COVID-19.

* Source: [Shaub, Ahmuty, Citrin & Spratt](#).

Q1 Umbrella/Excess Liability Rate Changes

Gallagher — U.S. Clients



91%

of clients saw a
rate increase in Q1.

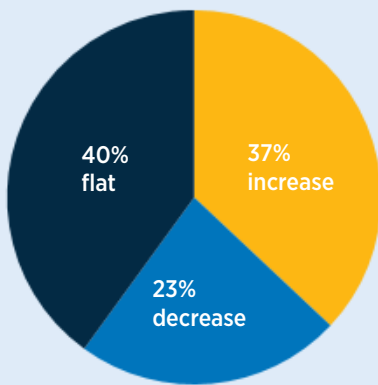
Umbrella/Excess Liability

Umbrella and excess liability placements have been greatly impacted by social inflation (generally defined as an increase in insurance costs due to rising litigation, larger jury verdicts and overarching anti-corporate sentiment in the economy). Q1 rates continued to climb to their highest levels in recent years.

- Social inflation goes to the sensibility of juries and how that translates into the expected value of claim outcomes.
- Carriers are concerned with a litigation environment so favorable to plaintiffs and climbing jury verdicts. Examples of some of the headline claims that are driving the umbrella/excess marketplace:
 - » **Active shooter:** hospitality, \$800 million settlement, late 2017
 - » **Class-action lawsuit:** product liability, \$2 billion to \$10 billion settlement, late 2018
 - » **Product liability/completed operations:** \$143 million settlement, late 2019
 - » **Active shooter:** retail, \$70 million settlement, mid-2019
 - » **Class-action lawsuit:** product liability, \$4.69 billion verdict, mid-2019
 - » **Sexual assault victim awarded:** real estate, \$1 billion, mid-2018
- Carriers are pushing significant rate increases — more than 15% on most renewals — with sharper increases on clients with heavy auto fleet exposure or operating in higher hazard industries.
- Carriers are also restricting the amount of limit they are willing to put forth or repositioning their capacity at a higher level. For example, carriers that have historically offered lead \$25 million umbrella policies are now limiting their lead positions to \$10 million or less in most cases.
- Capacity management has been a recurring message from the market. Carriers want to limit their exposure to these higher umbrella/excess layers. We have had multiple instances of clients not being able to buy the limit they purchased last year because of lack of availability.
- Umbrella and excess lines carriers are beginning to introduce or enhance their communicable disease exclusions in response to COVID-19.

Underwriters need to return to making money underwriting. Accordingly, we do not expect much change in the casualty environment for the rest of 2020. General liability and auto costs will continue to climb modestly, umbrella/excess pricing will rise, higher umbrella/excess layers will be limited, and the industry will keep a careful watch over the impact of COVID-19 on the workers' compensation marketplace.

Q1 Cyber Rate Changes
Gallagher — U.S. Clients



77%
of clients saw a
rate increase or
remained flat in Q1.

Cyber

The Market Hardens

As predicted in the beginning of the year, the cyber insurance market hit an inflection point in the first quarter of 2020. All signs indicate that we have moved from a long period of flat to falling cyber insurance premiums to a marketplace where underwriters are regularly seeking rate increases in an approximate range of 5% to 20%. This trend cuts across most industry sectors and only some of the smallest of subject matter experts have been spared, most of which are seeing flat renewals.

The hardening cyber market has been driven mostly by an increase in frequency and severity of ransomware claims that manifested in 2019 and continue into 2020. The 2020 Beazley Breach Briefing* reported a 131% increase in ransomware attacks compared to the previous year. Additionally, reports of seven- and eight-figure ransom demands are becoming more common.

Heightened Cyber Risk: COVID-19 and the Remote Workforce

With the sudden onset of COVID-19 in March, the majority of the global workforce was moved to remote locations in an effort to stop the spread. In doing so, it became apparent for many organizations that their staff may be operating in an environment that is inherently less secure than their normal office space. Questions were raised regarding insecure Wi-Fi networks, the usage of personal devices, videoconferencing platforms potentially being open to cyber attacks and whether or not the increased strain on IT networks could lead to business interruption losses.

While we have not seen an abnormal rise in frequency in cyber claims directly attributed to employees working outside their normal environments as of this writing, there is evidence of several COVID-19-themed criminal phishing campaigns that are being aimed directly at the remote workforce.

Take Steps to Assess Your Cyber Risk

- Review cyber policies to evaluate the scope of coverage, and how it may cover cyber losses related to the use of employee-owned devices and remote networks. Specific focus should be concentrated on how a policy might define “computer networks,” “computer systems” and other key terms.
- Be aware that cyber claims costs for business interruption losses are almost always impacted by waiting periods before coverage will apply and limited to a specific period of restoration.
- Review policies carefully to see whether any portion of the loss may be covered. For example, if faced with a social engineering loss, it is possible that lost funds may not be covered in the cyber policy, and that other policies, such as crime policies, may apply.



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LIABILITY

Travelers

\$1,000,000 per occurrence, \$300,000 self-insured retention

Premises/Operations/Products Liability

Auto Liability

Law Enforcement Liability

Management Liability/Employment Practices Liability

Social Services Professional Liability (Community Services)

Scott County Health Department Clinic (GL)

Umbrella Excess Liability

\$9,000,000 limit, \$5 million sublimit for EPL and PEML

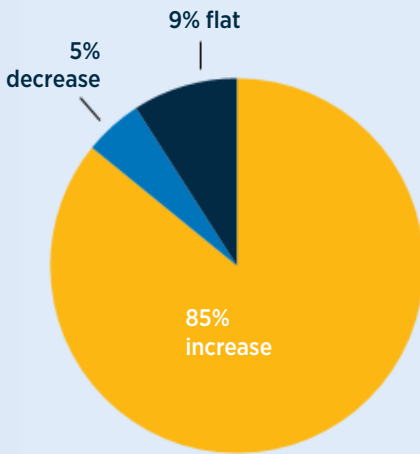
Option

\$15 Million umbrella + \$50,537 on current umbrella premium

NO exclusion for County handling claims (bad faith/extra contractual)

Q1 Property Rate Changes

Gallagher — U.S. Clients



85%
of clients saw a
rate increase in Q1.

Historically, the second and third quarters are the largest from a CAT storm perspective. Catastrophic storm activity for the remainder of this year is still an unknown.

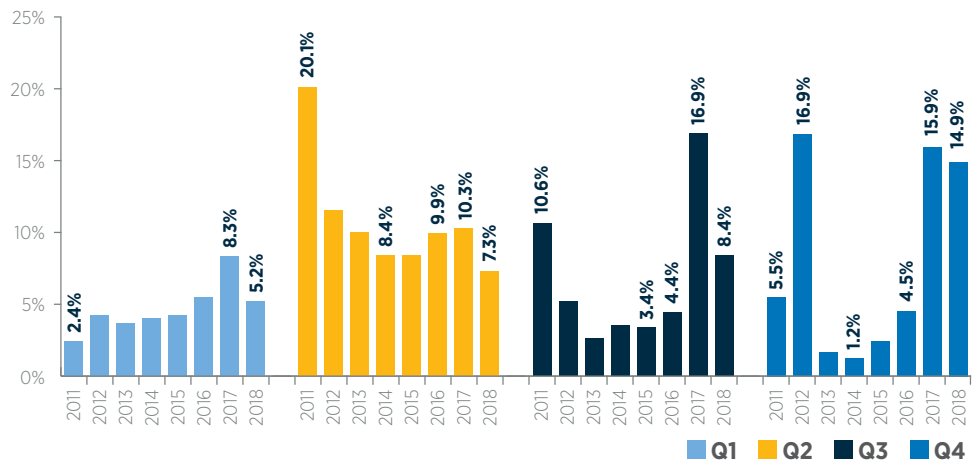
Property

Overall property costs accelerated faster than anticipated in the first quarter of 2020. Like many other lines of insurance, the property marketplace needed to increase rates to offset the increase in loss costs. In addition to rising rates, carriers have scaled back on discretionary limit deployment, and issued tougher terms and conditions.

- 85% of Gallagher clients saw a rate increase in Q1 2020, the highest number recorded since the early 2000s.
- Large national property clients (with TIV > \$150 million) saw average rate increases at 20.2%.
- Increasing deductibles, shrinking sublimits (especially CAT), and carriers' conservative limit deployment have led to less favorable terms and conditions for clients.
- The only monoline property carrier in the marketplace has been under duress, which has created challenges for the large national account space.
- Some industries — including habitational, public sector, healthcare, plastics, molten metals and clients with CAT exposure (including hail) — are seeing above-average rate increases and a generally harder market than the rest of the marketplace.
- The rise in attritional (non-catastrophic) storm losses continues to impact the industry. Total economic losses were estimated in excess of \$1.1 billion from the March 2020 storm system that produced several tornadoes and large hail in Tennessee, Missouri, Kentucky, Mississippi, Georgia and Texas, according to the National Oceanic and Atmospheric Administration (NOAA). The majority of these losses were covered by insurance.
- With the uncertainty regarding COVID-19 and carriers' potential exposure to business income losses, all eyes will be on the upcoming CAT season.

CATASTROPHE CLAIMS BY SEASON

Catastrophe claims as % of total claims



Losses are net of reinsurance but include loss adjustment expenses. Sources: ISO PCS; Insurance Information Institute calculations: <https://www.iii.org/presentation/industry-update-yesterday-today-and-tomorrow-101519>

Based on the above, as well as the uncertainty around the COVID-19 pandemic, we expect the current conditions in the property marketplace to continue, if not accelerate, through the end of 2020.



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PROPERTY

Chubb

\$100,000 deductible for property, vehicles and equipment

Building/contents limit up from \$118,101,845 to \$119,830,685

\$5,000,000 limit on mobile equipment (\$6,368,742 values)

\$2,500,000 limit on vehicles **while parked** (\$7,602,856 values)

Earthquake \$50,000,000 limit

\$100,000 deductible

Added this renewal:

\$1 million E&O coverage for property not reported

\$250,000 back-up/inundation coverage at courthouse
and admin building

Total property, vehicle, equipment values

Expiring \$133,326,850

Renewal \$133,802,292



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WORKER'S COMPENSATION

Midwest Employers

Unlimited WC benefits

County approved as claims administrator

\$500,000 self-insured retention each occurrence

10% increase in payroll since 2-year policy was issued in 2018

2-year policy terms again offered, based on county's excellent claims experience and claims handling:

2020-21 \$71,407

2021-22 \$72,843



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MEDICAL PROFESSIONAL

Coverys (new carrier)

\$1,000,000 liability limit
\$3,000,000 aggregate
\$25,000 deductible

Board of Health

Nurses

Jail nurses

Doctors covered for administrative duties only

Covers Sec 1983 civil rights discrimination claims

Premium	\$75,750 (minimum premium)
Incumbent Beazley renewal quote	\$94,713
Beazley quote w/ \$50k deductible	\$85,242

** Market is tightening

Declinations:

Markel
James River
Lexington
Admiral
RSUI

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 25, 2020

APPROVING THE FY21 INSURANCE RENEWALS WITH TRAVELERS, CHUBB,
COVERYS AND MIDWEST EMPLOYERS CASUALTY COMPANY
IN THE AMOUNT OF \$514,938.

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

- Section 1. That the renewal of liability insurance with Travelers in the amount of \$240,188 for fiscal year 2021 is hereby approved.
- Section 2. That the renewal of property insurance with Chubb in the amount of \$127,593 for fiscal year 2021 is hereby approved.
- Section 3. That the renewal of medical-professional insurance with Coverys in the amount of \$75,750 for fiscal year 2021 is hereby approved.
- Section 4. That the renewal of workers compensation insurance with Midwest Employers in the amount of \$71,407 for fiscal year 2021 and \$72,843 fiscal year 2022 is hereby approved.
- Section 5. This resolution shall take effect immediately.

TIM LANE
Scott County Sheriff

Item #10
6/25/2020

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 25, 2020

Memo To: Board of Supervisors

From: Sheriff Lane

REF: RACOM Wireless Communications Service Support Contract for Fiscal Year 2021

Enclosed is the RACOM service support contract for fiscal year 2021 for \$20,448.75. This contract covers the suitcase linker, stations and BDA's, squad equipment coverage for build and removals, as well as 51 jail portable radios and control stations. The Sheriff's Office does not participate in the battery service and replacement option. Batteries are purchased through the Sheriff's Office operating budget.

This contract is paid from the Sheriff's Office budget under line item 800 MHz Maintenance Costs.

I can be available to answer any questions the Board of Supervisors may have concerning this maintenance and support agreement.

SCOTT COUNTY SHERIFF'S OFFICE

SERVICE & SUPPORT AGREEMENT

THIS SERVICE MAINTENANCE AGREEMENT (hereinafter "Agreement") is entered into this 25th day of June, 2020 by and between **RACOM Corporation**, located at 201 W. State Street, Marshalltown, Iowa 50158, USA, ("Seller"), and Scott County Sheriff's Office located at 400 West 4th Street, Davenport, Iowa 52801 (hereinafter "Customer").

1. SCOPE OF AGREEMENT

During the term of this Agreement (hereinafter "Term"), Seller agrees to provide Customer with repair and maintenance services and parts, as set forth in Section 2 of this Agreement, to maintain the Customer's radio system equipment provided by Seller to Customer and listed in Addendum II to this Agreement.

2. CONDITIONS OF SERVICE

Seller shall supply all supervision, labor, service facilities, repair parts, test equipment, and supplies necessary to meet the service requirements stated in this Agreement.

2.1 Service Facilities

Seller shall have a full-service maintenance facility available and staffed with factory trained service technicians. The location and staffing level shall be sufficient to meet the service requirements stated in this Agreement.

2.2 Right to Subcontract

Seller may subcontract service work to authorized service centers that meet the minimum requirements of a service center set forth in the Seller Authorized Service Center Agreement. Should any subcontractor fail to perform properly, or their work otherwise proves unsatisfactory, Seller will arrange for continuing maintenance of the equipment by qualified technicians for the duration of this Agreement.

2.3 Fixed Equipment Maintenance

Fixed equipment is defined as those site repeater stations and associated equipment, multi-site coordinator, console electronics equipment, radio control stations and other fixed equipment, all as listed in Addendum II, Equipment List, attached hereto and incorporated herein by reference. All work on fixed equipment shall be performed at the location of the equipment whenever possible. Emergency service shall be provided twenty-four hours per day, seven days per week. Technical personnel must respond to the emergency service

request and begin troubleshooting efforts within two (2) hours of the request and be at the location of the failed equipment within four (4) hours of the request if the problem cannot be corrected remotely. This service is included in the monthly maintenance rate. No fixed equipment shall be out of service in excess of 24 hours after notification of equipment failure when the failure results in the inability of mobile units to communicate with each other or with a dispatch center.

2.4 Mobile Equipment Maintenance

Mobile equipment is defined as those vehicular mounted radios, personal portable radios, vehicular repeaters, portable radio chargers and other mobile equipment, all as listed in Addendum II, Equipment List.

Mobile equipment shall be serviced at the customer building where the vehicle is normally assigned, at the vehicle's work location, or at a Seller's authorized service facility during normal working hours as mutually agreed upon by Seller and the Customer. All mobile service requests must be responded to within two working days from the receipt of the repair request. If the mobile radio cannot be repaired within two hours from the beginning of a service action, the radio unit shall be replaced, if requested, with a customer-provided spare unit.

Emergency service on mobile equipment, if requested, will be performed at the rate for demand service set forth in Addendum I, Maintenance Rates, attached hereto and incorporated herein by reference.

2.5 Spare Parts and Radios

- a. Seller will maintain an adequate stock of spare parts, system-critical modules and mobile and portable radios as a back-up to Customer's spares inventory. The initial purchase of Customer's spares inventory will be at Customer expense.
- b. Seller will support provisioning of its equipment for a period of five (5) years after final production of mobile and portable radios and seven (7) years after final production of fixed equipment. Third party equipment will be supported in accordance with the individual manufacturer's provisioning policy. Seller will utilize commercially reasonable efforts to assure third party spare parts and equipment availability to support its maintenance obligations under this Agreement. Seller shall not be liable to Customer for third party spare part and equipment obsolescence or unavailability under this Agreement, beyond commercially reasonable efforts.

2.6 Working Hours

Working hours are defined as 8:00 a.m. to 5:00 p.m. Monday through Friday excluding holidays. Work performed outside of working hours is defined as emergency service and will be performed at demand service rates.

2.7 Demand Services

“Demand Services” shall mean service requests that are not included in this Maintenance Agreement as described in Section 2.8, Maintenance Responsibilities, of this Agreement. The installation, removal, or reinstallation of equipment not associated with repair / maintenance efforts as defined in this Agreement shall be considered Demand Service and be performed by Seller, following reasonable notice, and at the rates listed in Addendum I to this Agreement. Service work made necessary because of abuse or neglect not under the control of Seller will be performed at the hourly rate for demand service, plus the purchase of parts. Special work, not otherwise covered, will be performed at Seller prevailing rates.

2.8 Maintenance Responsibilities

Seller agrees to provide the following services and perform the tasks described as part of this Maintenance Agreement in accordance with the limitations and definitions of Sections 2.7 and 6.4 of this Agreement.

- a. Seller shall check, on a daily basis, the radio system’s alarm status and report any alarm conditions to the customer. Investigation and troubleshooting of alarms shall begin in order of severity and impact to the overall system’s ability to maintain effective communications. Seller will inspect/test the communication equipment and make such repairs, adjustments and replacements of components as may be necessary to maintain and/or restore the system to normal operating conditions.
- b. Seller shall repair, maintain and service all equipment listed in Addendum II, Equipment List, attached hereto.
- c. Seller shall perform preventative maintenance inspections and tests as recommended by the OEM and required by applicable FCC regulations; as a minimum, these inspections and tests will be performed annually for equipment listed in Addendum II.

2.9 Service Records

The following service records shall be maintained and made available to the Customer upon request:

Monthly mobile service activity, by vehicle number, including model number, serial number, work performed, and time required to restore service.

Monthly emergency service activity including failure type, corrective action taken, and time required to restore service.

The results of preventive maintenance tests and inspections shall be provided,

upon request by the Customer within 30 days of completion.

Service records for work performed as described in Section 2.9 shall be retained for the duration of this Agreement and any subsequent renewal periods.

2.10 Software Upgrades

Seller will provide labor to install and test software upgrades, whether for corrective or enhancement purposes, provided that Customer subscribes to a Seller software services agreement that provides the upgraded software.

2.11 Database Reprogramming

Mobile radio or system database corrections will be provided by Seller at no cost to Customer, during the term of this agreement, if the correction is necessary because of an error or omission on Seller's part. Database changes made at Customer's request will be performed at the hourly rates listed in Addendum I to this Agreement.

2.12 General

All services provided under this Agreement are only applicable to the land mobile radio products and systems sold and provided by Seller to Customer and listed in Addendum II to this Agreement. Prior to contract signing, Seller reserves the right to request a complete serial number listing of all equipment to be covered under this agreement.

2.13 Special Conditions

Any and all special service conditions are listed in Addendum III to this Agreement, the provisions of which are incorporated herein by reference.

2.14 Maintenance Contract Pricing beyond the years quoted in Seller's Proposal.

RACOM will provide pricing not to exceed CPI-based increases for all future years, and a guarantee of system support for 4 years. CPI-based increase applied to this year's Annual Maintenance pricing as shown in Addendum II.

3. CUSTOMER FINANCIAL OBLIGATIONS

- 3.1** Customer shall pay the annual maintenance fee as set forth in Addendum II to this Agreement in advance, on or before the effective date of this Agreement as set forth in Section 5.1. Fees for demand services, as set forth in Addendum I to

this Agreement, are payable within thirty (30) days of receipt of Seller's invoice.

- 3.2 Seller may at any time hereafter revise the rates set forth in Addendum I by giving Customer written notice thereof not later than ninety (90) day prior to the expiration of a yearly period, provided that the revised rates are mutually agreed upon in writing and said revised rates shall be effective for the next yearly period, unless either party exercises its option to terminate the Agreement.
- 3.3 Any other payments under this Agreement are due within thirty (30) days of receipt of Seller's invoice.
- 3.4 All late payments under this Agreement shall bear interest at a rate of one and one-half percent (1.5%) per month.

4. WARRANTY

- 4.1 Seller warrants that all services performed under this Agreement will be done in an efficient and workmanlike manner. Under no circumstances will Seller's liability to Customer exceed the amounts paid by Customer under this Agreement for the applicable service that causes the Customer's claim. IN NO EVENT SHALL SELLER BE LIABLE TO THE CUSTOMER FOR ANY SPECIAL, CONSEQUENTIAL, INCIDENTAL, INDIRECT OR EXEMPLARY DAMAGES INCLUDING, BUT NOT LIMITED TO, LOSS OF PROFIT OR REVENUES, LOSS OF USE OF THE EQUIPMENT OR ANY ASSOCIATED EQUIPMENT, COST OF CAPITAL, COST OF SUBSTITUTE GOODS, FACILITIES, SERVICES OR REPLACEMENT POWER, DOWNTIME COSTS OR CLAIMS OF CUSTOMER'S CLIENTS, IF ANY, FOR SUCH DAMAGES.
- 4.2 THE WARRANTY SET FORTH IN SECTION 4.1 ABOVE IS SELLER'S SOLE WARRANTY UNDER THIS AGREEMENT AND IS IN LIEU OF ANY AND ALL OTHER WARRANTIES WHETHER WRITTEN OR ORAL, EXPRESSED OR IMPLIED, STATUTORY OR OTHERWISE INCLUDING, BUT NOT LIMITED TO ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.
- 4.3 **Patents, Trademarks, Information**
 - a. Nothing in this Agreement shall be construed as;
 - (i) A warranty or representation by Seller that any advice provided under this Agreement is or will be free from infringement of patents of third parties; or
 - (ii) Conferring a right to Customer to use in advertising, publicity or otherwise any trademark or trade name of Seller; or

(iii) Granting to Customer by implication, estoppel, or otherwise any licenses or rights under patents of Seller.

b. SELLER MAKES NO REPRESENTATIONS, EXTENDS NO WARRANTIES OF ANY KIND, EITHER EXPRESSED OR IMPLIED, AND ASSUMES NO RESPONSIBILITIES WHATSOEVER WITH RESPECT TO THE ADEQUACY, ACCURACY OR UTILITY OF ANY INFORMATION OBTAINED BY CUSTOMER UNDER THIS AGREEMENT. Seller assumes no responsibilities whatsoever with respect to the use by Customer or any third party of any information obtained by Customer or third party under this Agreement with respect to any use, sale or other disposition by Customer or its clients or other transferees of any products incorporating or made by use of the information obtained under this Agreement.

4.4 General

- a. Radio systems are subject to degradation of service from natural phenomena such as so-called "skip" interference and other causes beyond the reasonable control of Seller such as motor ignition and other electrical noise as well as interference from other users assigned by the FCC to the same or adjacent frequencies. Seller cannot be responsible for interference or disruption of service caused by operation of other radio systems or by natural phenomena or by motor ignition or other interference over which there is no reasonable control. Such foregoing interference and noise can be minimized by the addition of corrective devices (at Customer's expense) adapted for particular locations and installations. Seller will investigate interference complaints (at the rates specified in Addendum I to this Agreement) and make recommendations as to the use of such devices; however, total freedom from noise and interference cannot be guaranteed.
- b. Seller does not assume responsibility for signal strength unless the deficiency is the result of substandard equipment maintenance.
- c. If, due to the action of regulatory authorities, changes to the equipment become necessary, such changes will be performed by Seller upon request at the expense of Customer.

5. TERM AND TERMINATION

- 5.1 The services under this Agreement will be provided by Seller to Customer for an initial 1 year period and thereafter on an annual basis as provided herein with rates to be modified as set forth in Section 3.2.

The effective date of this Agreement is July 1st. 2020.

- 5.2** The services shall be automatically extended at the end of the initial year for an additional year and on a succeeding yearly basis thereafter unless either party notifies the other, in writing, at least sixty (60) days prior to the end of the yearly period then in effect that the services shall not be extended.
- 5.3** In the event that Customer fails to make any overdue payments due to Seller under this Agreement within fifteen (15) days after receipt of written notice from Seller, Seller may at its option immediately thereafter terminate this Agreement.
- 5.4** In the event of any other default under this Agreement, either Customer or Seller shall give the other party written notice describing the default and a thirty (30) day period to correct the default. This Agreement may then be immediately canceled if the default is not corrected prior to the end of the thirty (30) day period.

6. LIMITATION OF LIABILITY

- 6.1** The total liability of seller, including its subcontractors or suppliers, on any and all claims, whether in contract, warranty, tort (including negligence or patent infringement) or otherwise, arising out of, connected with, or resulting from the performance or non-performance of any agreement resulting here from or from the manufacture, sale, delivery, resale, repair, replacement or use of any equipment or the furnishing of any service, shall not exceed the price allocable to the equipment or service which gives rise to the claim. Except as to title any such liability shall terminate upon the expiration of the applicable warranty period specified in the article entitled "warranty".
- 6.2** IN NO EVENT, WHETHER AS A RESULT OF BREACH OF CONTRACT, WARRANTY, TORT (INCLUDING NEGLIGENCE OR PATENT INFRINGEMENT) OR OTHERWISE, SHALL SELLER, OR ITS SUBCONTRACTORS OR SUPPLIERS, BE LIABLE FOR ANY SPECIAL, CONSEQUENTIAL, INCIDENTAL, INDIRECT OR EXEMPLARY DAMAGES, INCLUDING, BUT NOT LIMITED TO, LOSS OF PROFIT OR REVENUES, LOSS OF USE OF THE EQUIPMENT OR ANY ASSOCIATED EQUIPMENT, COST OF CAPITAL, COST OF SUBSTITUTE GOODS, FACILITIES, SERVICES OR REPLACEMENT POWER, DOWNTIME COSTS OR CLAIMS OF BUYERS CUSTOMERS FOR SUCH DAMAGES. IF BUYER TRANSFERS TITLE TO, OR LEASES THE EQUIPMENT SOLD HEREUNDER TO, OR OTHERWISE PERMITS OR SUFFERS USE BY, ANY THIRD PARTY, BUYER SHALL OBTAIN FROM SUCH THIRD PARTY A PROVISION AFFORDING SELLER AND ITS SUBCONTRACTORS AND SUPPLIERS THE PROTECTION OF THE PRECEDING SENTENCE.
- 6.3** Any action for any claim of any kind for any loss or damages arising out of, connected with, or resulting from the performance, non-performance or

breach of the Contract, or from the manufacture, sale, delivery, installation, technical direction or installation, resale, repair, replacement, licensing or use of any Hardware, Software or the furnishing of any Services, shall be commenced within one (1) year after the cause of action occurred or it shall be deemed waived or barred.

6.4 Seller shall not be liable for costs incurred for repair and/or replacement of equipment that fails or becomes inoperative due to negligence on the part of the user, liquid intrusion, lightning damage, user installations, user removals and/or acts of God, acts of terrorism or work performed by third parties not authorized by RACOM to perform work on specified equipment.

Seller shall not be liable for costs incurred for correcting, replacing or repairing equipment damaged and/or data corruption induced and/or caused by 3rd. party personnel or other equipment / systems not provided by RACOM.

6.5 The provisions of this Section, LIMITATION OF LIABILITY, shall apply notwithstanding any other provisions of this Contract and any other agreement.

6.6 The provisions if this Section, LIMITATION OF LIABILITY, shall survive the expiration or termination of this Contract.

7. GENERAL PROVISIONS

7.1 All notices under this Agreement shall be in writing and shall be deemed to have been duly given upon being delivered personally or upon receipt if mailed by certified mail, return receipt requested. Notices shall be sent to the representatives named below or any subsequent representative for which notice was provided pursuant to this section.

Seller:

Sam Fleege

RACOM
Corporation
201 W. State Street
Marshalltown, Iowa 50158

Customer:

Scott Co. Sheriff's Office

7.2 This Agreement shall be interpreted and the legal relations between the parties determined in accordance with the laws of the State of Iowa. The invalidity, in whole or in part, of any provision of this Agreement shall not affect the validity of enforceability of any other provisions thereof.

- 7.3 Seller shall not be responsible for delays or failures in performance under this Agreement that are due to causes beyond its reasonable control including, but not limited to, acts of God, war, acts of terrorism, fires, severe weather, floods, strikes, blackouts, – embargoes or work performed on specified equipment by third parties not authorized by RACOM to perform such work. In the event such delays or failures interrupt Seller’s services to Customer, Seller shall promptly notify Customer of the circumstances and the anticipated delay.
- 7.4 This Agreement represents the entire understanding of the parties with respect to the subject matter hereof and this Agreement supersedes and replaces all prior Agreements and understandings, either oral or written, regarding the subject hereof.
- 7.5 This Agreement cannot be amended, modified or any provisions waived orally. All amendments and modifications must be in writing and signed by both parties. All waivers must be provided in writing by the party waiving their rights under this Agreement.
- 7.6 This Agreement may not be assigned without the prior written consent of the other party, which consent shall not be unreasonably withheld. However, Seller may: (i) assign all of its rights, obligations and liabilities under this Agreement to any subsidiary; or (ii) assign its rights to monies due or payable under this Agreement; Seller shall provide Customer with written notice of any such assignment. Seller’s assignment of monies due or payable under the Agreement will not relieve Seller of any obligations or responsibilities to Customer hereunder.

IN WITNESS WHEREOF, intending to be legally bound, Seller and Customer have executed this Agreement as of the dates set forth below.

RACOM Corporation

CUSTOMER

By: _____

By: _____

Name: Sam Fleege _____

Name: Timothy Lane _____

Title: Senior Manager Tech Support_

Title: Scott Co. Sheriff's Office _____

Date: _____

Date: _____



ADDENDUM I

SERVICE MAINTENANCE RATES

A. **RATES**

Annual charges for maintenance: As outlined on the following page

B. **DEMAND SERVICE RATES**

Hourly Rate (normal business hours): \$105/hr. technician, \$125/hr. engineering

Hourly Rate (overtime and holidays): 1.5 x standard rate

Mobile/Portable Radio Reprogramming: \$ 50 per radio per unit

C. **DATABASE CORRECTION RATES**

The following rates apply only when outside the scope of a full and comprehensive maintenance services agreement

Hourly Rate: \$105/hr. technician

ADDENDUM II

EQUIPMENT LIST

A. EQUIPMENT

Qty	Model/ Part	Serial #	Description	Made by
Control Stations, Linkers, BDA Eq., Radios				
1	CSI-AY/746-896/11	17B402428375	CSI PUBLIC SAFETY BDA	CSI
1	CSI-BDA51062-S81		BI DIRECTIONAL AMP	AXELL
1	RIU-BDAC-IDEN	5D28AC3	FIBER CONTROLLER	CORNING
1	WMB-B8U	5C31348	8 PORT FIBER HUB	CORNING
1	WMB-B8U	5C340D8	8 PORT FIBER HUB	CORNING
1	1000D-IDEN-SMR4	0732333	RHU REMOTE HUB	CORNING
1	1000D-IDEN-SMR4	07313EC	RHU REMOTE HUB	CORNING
1	1000D-IDEN-SMR4	0A5319C	RHU REMOTE HUB	CORNING
1	1000D-IDEN-SMR4	0732262	RHU REMOTE HUB	CORNING
1	1000D-IDEN-SMR4	#5D44999	RHU REMOTE HUB	CORNING
1	1000D-IDEN-SMR4	#5D44A06	RHU REMOTE HUB	CORNING
1	1000D-IDEN-SMR4	#5D449DA	RHU REMOTE HUB	CORNING

Full Service Squads

51	All Other Equipment	SQUADS	Full Squad Labor Coverage	RACOM
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Jail Portable Radios

1	DM-M78B	A40153005335	XG-25M	HARRIS
1	DM-M78B	A40153005386	XG-25M	HARRIS
1	DPXG-PB78B	A40138003642	XG-25P	HARRIS
1	DPXG-PB78B	A40138006991	XG-25P	HARRIS
1	DPXG-PB78B	A40138006992	XG-25P	HARRIS
1	DPXG-PB78B	A40138006993	XG-25P	HARRIS
1	DPXG-PB78B	A40138006994	XG-25P	HARRIS
1	DPXG-PB78B	A40138006995	XG-25P	HARRIS
1	DPXG-PB78B	A40138006996	XG-25P	HARRIS
1	DPXG-PB78B	A40138006997	XG-25P	HARRIS
1	DPXG-PB78B	A40138006998	XG-25P	HARRIS
1	DPXG-PB78B	A40138006999	XG-25P	HARRIS
1	DPXG-PB78B	A40138007000	XG-25P	HARRIS

1	DPXG-PB78B	A40138007001	XG-25P	HARRIS
1	DPXG-PB78B	A40138007002	XG-25P	HARRIS
1	DPXG-PB78B	A40138007003	XG-25P	HARRIS
1	DPXG-PB78B	A40138007004	XG-25P	HARRIS
1	DPXG-PB78B	A40138007005	XG-25P	HARRIS
1	DPXG-PB78B	A40138007006	XG-25P	HARRIS
1	DPXG-PB78B	A40138007007	XG-25P	HARRIS
1	DPXG-PB78B	A40138007008	XG-25P	HARRIS
1	DPXG-PB78B	A40138007009	XG-25P	HARRIS
1	DPXG-PB78B	A40138007010	XG-25P	HARRIS
1	DPXG-PB78B	A40138007011	XG-25P	HARRIS
1	DPXG-PB78B	A40138007012	XG-25P	HARRIS
1	DPXG-PB78B	A40138007013	XG-25P	HARRIS
1	DPXG-PB78B	A40138007014	XG-25P	HARRIS
1	DPXG-PB78B	A40138007015	XG-25P	HARRIS
1	DPXG-PB78B	A40138007016	XG-25P	HARRIS
1	DPXG-PB78B	A40138007017	XG-25P	HARRIS
1	DPXG-PB78B	A40138007018	XG-25P	HARRIS
1	DPXG-PB78B	A40138007019	XG-25P	HARRIS
1	DPXG-PB78B	A40138007020	XG-25P	HARRIS
1	DPXG-PB78B	A40138007021	XG-25P	HARRIS
1	DPXG-PB78B	A40138007022	XG-25P	HARRIS
1	DPXG-PB78B	A40138007023	XG-25P	HARRIS
1	DPXG-PB78B	A40138007024	XG-25P	HARRIS
1	DPXG-PB78B	A40138007025	XG-25P	HARRIS
1	DPXG-PB78B	A40138007026	XG-25P	HARRIS
1	DPXG-PB78B	A40138007027	XG-25P	HARRIS
1	DPXG-PB78B	A40138007028	XG-25P	HARRIS
1	DPXG-PB78B	A40138007029	XG-25P	HARRIS
1	DPXG-PB78B	A40138007030	XG-25P	HARRIS
1	DPXG-PB78B	A40138007031	XG-25P	HARRIS
1	DPXG-PB78B	A40138007032	XG-25P	HARRIS
1	DPXG-PB78B	A40138007033	XG-25P	HARRIS
1	DPXG-PB78B	A40138007034	XG-25P	HARRIS
1	DPXG-PB78B	A40138007035	XG-25P	HARRIS
1	DPXG-PB78B	A40138007036	XG-25P	HARRIS
1	DPXG-PB78B	A40138007037	XG-25P	HARRIS
1	DPXG-PB78B	A40138007038	XG-25P	HARRIS
1	DPXG-PB78B	A40138007039	XG-25P	HARRIS
1	DPXG-PB78B	A40138007040	XG-25P	HARRIS

TOTAL OF THIS 7-1-2020 TO 6-30-2021 CONTRACT SHALL BE \$ 20,448.75

ADDENDUM III

SPECIAL CONDITIONS



1.0 **Maintenance Exclusions**

1.1 Fixed Equipment

The items identified below are covered during the warranty period if they have been provided and installed by RACOM. Following the end of the warranty period, these items are specifically excluded from coverage by this Maintenance Agreement, unless otherwise noted in Addendum II (A) Fixed Equipment List. Customer may request services on these items at the then current Demand Services Rates listed in Addendum I — System Maintenance Rates.

- Batteries of any type or equipment location. Batteries are considered a consumable item and are not covered by this agreement.
- Any UPS or power conditioning equipment and associated batteries are excluded from this Agreement.
- Site Civil Work Items are excluded from this Agreement to include:
 - Towers and Tower Lighting Systems
 - Shelters — including lighting fixtures or bulbs, HVAC systems & Fire Suppression Systems.
 - Fences
 - Land, Roads and surface coverings
 - Landscaping
 - Generators
 - Generator Fuel Tanks
 - HVAC
 - Power Supplies
 - Site Electrical Feed (whether underground or overhead)
- Console Personal Audio Accessories (headset, ear piece)

1.2 Terminal (Non-Fixed) Equipment

- Portable Radios — Specifically Excluded are:
 - Antennas
 - Batteries
 - Carrying Cases
 - Speaker Mics & Other Audio Accessories
- Mobile Radios — Specifically Excluded are:
 - Antennas
 - Any issues related to vehicular power systems
 - Voltages out of radio specification range
 - Voltage spikes

1.3 Civils Equipment — Towers, Shelters, Generators, UPS

- Civils Equipment is covered by maintenance services during the backbone equipment warranty period.
- Following end of the backbone warranty period the Civils Equipment is no longer covered by this agreement.
- Customer may request that RACOM provide maintenance services to Civils Equipment following end of warranty and RACOM will provide a Demand Services quotation for the service requested. Customer will issue a Purchase Order to RACOM to approve proceeding with the quoted services.

1.4 Insurance of Scott Co. – owned equipment

1.5 Other Exclusions:

- Hardware, firmware and software upgrades that enhance the features beyond the version release purchased.
- Phone or remote lines.
- Cosmetic damage to radio housing, accessory or cable.
- Damage resulting from accident, misuse, abuse, neglect or theft.
- Damage from liquids, battery corrosion or other chemicals.
- Damage resulting from charging systems, jump-starting or power line voltage fluctuations.
- Damage from lightning or other acts of nature.
- Damage resulting from the repair or installation or the attempted repair or installation by anyone other than **RACOM**.

2.0 **Specialized Site Access**

On-site response times are based on the assumption that the site is accessible by normal transportation methods and vehicles. On-site response time requirements exclude site locations that require extensive drive time due to traffic conditions or site locations where specialized vehicles (snow cat, helicopter, etc.) are required. In addition, Customer is responsible to ensure that all necessary clearances, escorts, or other special requirements have been met in advance to allow technicians prompt access to any equipment requiring service that may be located in a secured or limited access area of the Customer's facilities.

3.0 **Equipment Lists**

All services provided under this Agreement are only applicable to the land mobile radio products and systems sold and provided by RACOM to Customer and referenced in Addendum II to this Agreement.

Customer may add or delete equipment items to the list of maintained equipment by notifying RACOM in writing. As additional items are purchased from RACOM they will be added to this Agreement on an annual basis. Any changes to this Agreement will be through an Amendment document completed by RACOM and provided for review, approval and signature. The Amendment document will provide revised equipment lists, revised pricing structure changes and any necessary changes to fully incorporate the additional items into the Agreement.

4.0 Transportation

RACOM shall provide transportation in the form of conventional vehicles, including four-wheel drive if needed. Non-Conventional transportation is not included in this agreement. Should non-conventional transportation be required in the form of snow cat, snowmobile, helicopter, etc., Customer may provide such transportation or RACOM will provide as a Demand Service per the provisions of Section 2.4 and per pricing in Addendum I — Section C — Demand Service Rates.

5.0 Incidental Calls for Service

Calls for repair on contract equipment that have failed as a result of third party equipment or services are not covered under this contract. Example: phone circuits that are used to control remote base stations. This is limited to preliminary diagnostics of the problem. At the customer's request RACOM will contact the third party provider and explain the problem.

6.0 Limit of Repairs

No single repair to equipment shall exceed the value of that equipment. RACOM will make every reasonable attempt to make repairs to older equipment, however, obsolete parts may not be available from the manufacturer or prohibitively expensive.

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 25, 2020

APPROVAL OF THE RACOM service support contract for the Sheriff's Office in the amount of \$20,448.75.

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

- Section 1. That the RACOM service support contract with the Sheriff's Office is hereby approved as presented.
- Section 2. That Sheriff Lane is hereby authorized to sign said contract.
- Section 3. 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 11, 2020

TO: Mahesh Sharma, County Administrator

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

SUBJ: Approval of Appropriations and Authorized Positions for FY21

Please find attached a listing of appropriations and authorized positions recommended for FY21. There are no appropriation changes from the March 19, 2020 budget adoption amount of \$96,970,681 (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 11, 2020. The third column shows the budget changes as included in the resolution approved by the Board for FY21.

Finally, these three columns added (or subtracted) together total the final column listed as the recommended FY21 authorized FTE level of 493.77 FTE's. There were a limited number of personnel changes included with the FY21 budget. An Administrative Assistant position was consolidated to Legal Secretary position in the Attorney's office. A 1.0 Information Security Analyst position was added to Information Technology. The Naturalist Program Manager was reclassified as Environmental Education Program Manager. The Cashier position was reclassified to Revenue Collection Specialist.

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 FY21 at your next Board meeting.

Attachment

**SCOTT COUNTY
FY21 APPROPRIATIONS AND AUTHORIZED POSITIONS
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PERSONNEL SUMMARY (FTE's)

<u>Department</u>	<u>FY20 as of 03/31/20</u>	<u>FY20 4th QTR Changes</u>	<u>FY21 Budget Changes</u>	<u>FY21 Adjusted FTE</u>
Administration	5.50	-	-	5.50
Attorney	34.50	-	-	34.50
Auditor	14.50	-	-	14.50
Information Technology	16.00	-	1.00	17.00
Facilities and Support Services	30.12	-	-	30.12
Community Services	11.00	-	-	11.00
Conservation (net of golf course)	49.10	-	-	49.10
Health	48.07	-	-	48.07
Human Resources	3.50	-	-	3.50
Juvenile Detention Services	16.90	-	-	16.90
Planning & Development	5.00	-	-	5.00
Recorder	10.50	-	-	10.50
Secondary Roads	37.30	-	-	37.30
Sheriff	160.80	-	-	160.80
Supervisors	5.00	-	-	5.00
Treasurer	28.00	-	-	28.00
SUBTOTAL	475.79	-	1.00	476.79
Golf Course Enterprise	16.98	-	-	16.98
TOTAL	492.77	-	1.00	493.77

ORGANIZATION: Administration**POSITIONS:**

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
N County Administrator	1.00	-	-	1.00
41-Non-Rep Asst. Co. Administrator/HR Director	0.50	-	-	0.50
37-Non-Rep Budget and Administrative Services Director	1.00	-	-	1.00
27-Non-Rep ERP and Budget Analyst	1.00	-	-	1.00
25-Non-Rep Purchasing Specialist	1.00	-	-	1.00
25-Non-Rep Executive Assistant	1.00	-	-	1.00
Total Positions	5.50	-	-	5.50

ORGANIZATION: Attorney**POSITIONS:**

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
X County Attorney	1.00	-	-	1.00
X First Assistant Attorney	1.00	-	-	1.00
36-Non-Rep Senior Assistant Attorney	7.00	-	-	7.00
30-Non-Rep Office Administrator	1.00	-	-	1.00
32-Non-Rep Risk Manager	1.00	-	-	1.00
32-Non-Rep Assistant Attorney	7.00	-	-	7.00
28-Non-Rep Investigator	1.00	-	-	1.00
27-Non-Rep Case Expeditor	1.00	-	-	1.00
27-Non-Rep Paralegal Audio/Visual Production Specialist	1.00	-	-	1.00
26-Non-Rep Paralegal	1.00	-	-	1.00
26-Non-Rep Paralegal/Executive Secretary	1.00	-	-	1.00
22-AFSCME Intake Coordinator	1.00	-	-	1.00
21-AFSCME Fine Collections Specialist	2.00	-	-	2.00
21-AFSCME Administrative Assistant	1.00	-	(1.00)	-
21-AFSCME Legal Secretary	2.00	-	1.00	3.00
20-AFSCME Senior Victim and Witness Coordinator	1.00	-	-	1.00
20-AFSCME Victim and Witness Specialist	1.00	-	-	1.00
18-AFSCME Senior Office Assistant	2.00	-	-	2.00
18-AFSCME Office Assistant	1.00	-	-	1.00
Z Summer Law Clerk	0.50	-	-	0.50
Total Positions	34.50	-	-	34.50

ORGANIZATION: Auditor**POSITIONS:**

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
X Auditor	1.00	-	-	1.00
X Deputy Auditor-Tax	1.00	-	-	1.00
36-Non-Rep Accounting & Tax Manager	1.00	-	-	1.00
33-Non-Rep Operations Manager-Auditor	1.00	-	-	1.00
26-AFSCME Elections Supervisor	1.00	-	-	1.00
24-Non-Rep GIS/Elections Systems Technician	1.00	-	-	1.00
23-Non-Rep Payroll Specialist	2.00	-	-	2.00
21-AFSCME Accounts Payable Specialist	1.50	-	-	1.50
19-AFSCME Senior Elections Clerk	2.00	-	-	2.00
19-Non-Rep Official Records Clerk	1.00	-	-	1.00
19-AFSCME Platroom Specialist	1.00	-	-	1.00
16-AFSCME Elections Clerk	1.00	-	-	1.00
Total Positions	14.50	-	-	14.50

ORGANIZATION: Information Technology**POSITIONS:**

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
37-Non-Rep Information Technology Director	1.00	-	-	1.00
34-Non-Rep GIS Manager	1.00	-	-	1.00
32-Non-Rep Network Infrastructure Manager	1.00	-	-	1.00
34-Non-Rep Programmer/Analyst Manager	1.00	-	-	1.00
31-Non-Rep Information Security Analyst	-	-	1.00	1.00
31-Non-Rep Webmaster	1.00	-	-	1.00
31-Non-Rep Senior Programmer/Analyst	1.00	-	-	1.00
28-Non-Rep Programmer/Analyst	1.00	-	-	1.00
28-Non-Rep Network Systems Administrator	5.00	-	-	5.00
27-Non-Rep Technology Systems Specialist Public Safety	1.00	-	-	1.00
27-Non-Rep GIS Analyst	1.00	-	-	1.00
21-Non-Rep Desktop Support Technician	2.00	-	-	2.00
Total Positions	16.00	-	1.00	17.00

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

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
37-Non-Rep Facility and Support Services Director	1.00	-	-	1.00
27-Non-Rep Facilities Maintenance Manager	1.00	-	-	1.00
23-AFSCME Electronic System Technician	2.00	-	-	2.00
19-AFSCME Senior Facility Maintenance Worker	4.00	-	-	4.00
19-AFSCME Facility Maintenance Worker	2.00	-	-	2.00
18-AFSCME Senior Office Assistant	1.00	-	-	1.00
21-Non-Rep Custodial Supervisor	1.00	-	-	1.00
16-AFSCME Office Assistant	4.00	-	-	4.00
16-AFSCME Custodian	13.12	-	-	13.12
16-AFSCME Grounds Maintenance Worker	1.00	-	-	1.00
Total Positions	30.12	-	-	30.12

ORGANIZATION: Community Services**POSITIONS:**

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
37-Non-Rep Community Services Director	1.00	-	-	1.00
29-Non-Rep Case Aide Supervisor/Coordinator of Disability Services	1.00	-	-	1.00
29-Non-Rep Coordinator of Disability Services	1.00	-	-	1.00
24-Non-Rep Mental Health Advocate	1.00	-	-	1.00
24-Non-Rep Veteran's Affairs Director	1.00	-	-	1.00
23-Non-Rep Senior Administrative Assistant	1.00	-	-	1.00
21-AFSCME Case Aide	2.00	-	-	2.00
18-AFSCME Senior Office Assistant	2.00	-	-	2.00
16-AFSCME Office Assistant	1.00	-	-	1.00
Total Positions	11.00	-	-	11.00

ORGANIZATION: Conservation (Net of Golf Operations)

POSITIONS:

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
38-Non-Rep Conservation Director	1.00	-	-	1.00
34-Non-Rep Deputy Conservation Director	1.00	-	-	1.00
31-Non-Rep Park Manager	2.00	-	-	2.00
28-Non-Rep Environmental Education Program Manager	-	-	1.00	1.00
28-Non-Rep Naturalist Program Manager	1.00	-	(1.00)	-
26-Non-Rep Roadside Vegetation Specialist	0.25	-	-	0.25
24-Non-Rep Naturalist	2.00	-	-	2.00
24-Non-Rep Park Ranger	5.00	-	-	5.00
23-Non-Rep Senior Administrative Assistant	1.00	-	-	1.00
22-Non-Rep Parks Maintenance Crew Leader	2.00	-	-	2.00
20-Non-Rep Pioneer Village Site Coordinator	1.00	-	-	1.00
21-Non-Rep Equipment Mechanic	1.00	-	-	1.00
21-Non-Rep Park Maintenance Technician	4.00	-	-	4.00
18-Non-Rep Senior Office Assistant	1.00	-	-	1.00
15-Non-Rep Cody Homestead Site Coordinator	0.75	-	-	0.75
Z Seasonal Park Maintenance(WLP,SCP, PV)	7.52	-	-	7.52
Z Seasonal Pool/Beach Manager (SCP)	0.29	-	-	0.29
Z Seasonal Asst Pool/Beach Manager (SCP)	0.21	-	-	0.21
Z Seasonal Lifeguard (WLP, SCP)	6.28	-	-	6.28
Z Seasonal Concession Worker (SCP)	1.16	-	-	1.16
Z Seasonal Concession Worker	1.80	-	-	1.80
Z Seasonal Pool/Beach Manager (WLP)	0.29	-	-	0.29
Z Seasonal Asst Pool/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 Maintenance/Resident Caretaker	0.66	-	-	0.66
Z Seasonal Assistant Naturalist	0.79	-	-	0.79
Z Seasonal Day Camp Counselors (PV)	1.56	-	-	1.56
Z Seasonal Concession Worker (Cody)	0.19	-	-	0.19
Total Positions	<u>49.10</u>	<u>-</u>	<u>-</u>	<u>49.10</u>

ORGANIZATION: Glynn's Creek Golf Course

POSITIONS:

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
30-Non-Rep Golf Pro/Manager	1.00	-	-	1.00
22-Non-Rep Golf Maintenance Crew Leader	1.00	-	-	1.00
21-Non-Rep Equipment Mechanic - Golf	1.00	-	-	1.00
19-Non-Rep Park Technician-Golf Course	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 Groundskeepers	4.77	-	-	4.77
Total Positions	<u>16.98</u>	<u>-</u>	<u>-</u>	<u>16.98</u>

ORGANIZATION: Health**POSITIONS:**

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
39-Non-Rep Health Director	1.00	-	-	1.00
34-Non-Rep Deputy Health Director	1.00	-	-	1.00
31-Non-Rep Clinical Services Manager	1.00	-	-	1.00
29-Non-Rep Community Health Manager	1.00	-	-	1.00
29-Non-Rep Environmental Health Manager	1.00	-	-	1.00
29-Non-Rep Public Health Services Manager	1.00	-	-	1.00
31-Non-Rep Correctional Health Manager	1.00	-	-	1.00
28-Non-Rep Clinical Services Specialist	1.00	-	-	1.00
27-Non-Rep Public Health Nurse	10.35	-	-	10.35
27-Non-Rep Community Health Consultant	5.00	-	-	5.00
27-Non-Rep Community Health Interventionist	1.00	-	-	1.00
27-Non-Rep Public Health Nurse	0.80	-	-	0.80
27-Non-Rep Environmental Health Specialist	7.00	-	-	7.00
26-Non-Rep Child Health Consultant	2.00	-	-	2.00
24-Non-Rep Community Dental Consultant-Maternal, Child	2.00	-	-	2.00
24-Non-Rep Grant Accounting Specialist	1.00	-	-	1.00
21-Non-Rep Medical Assistant	2.00	-	-	2.00
20-Non-Rep Medical Lab Technician	0.75	-	-	0.75
18-Non-Rep Senior Office Assistant	2.00	-	-	2.00
16-Non-Rep Office Assistant	3.45	-	-	3.45
Z Environmental Health Intern	0.25	-	-	0.25
Z Correcton Health/Public Health Nurse	2.07	-	-	2.07
Z Maternal, Child and Adolescent Health Nurse	0.40	-	-	0.40
Total Positions	48.07	-	-	48.07

ORGANIZATION: Human Resources**POSITIONS:**

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
41-Non-Rep Assistant County Administrator/HR Director	0.50	-	-	0.50
27-Non-Rep Human Resources Generalist	2.00	-	-	2.00
23-Non-Rep Benefits Specialist	1.00	-	-	1.00
Total Positions	3.50	-	-	3.50

ORGANIZATION: Juvenile Detention Services**POSITIONS:**

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
34-Non-Rep Juvenile Detention Center Director	1.00	-	-	1.00
26-Non-Rep Juvenile Detention Shift Supervisor	2.00	-	-	2.00
22-Non-Rep Detention Youth Counselor	12.90	-	-	12.90
22-Non-Rep Community Based Youth Counselor	1.00	-	-	1.00
Total Positions	16.90	-	-	16.90

ORGANIZATION: Planning & Development

POSITIONS:

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
35-Non-Rep Planning & Development Director	1.00	-	-	1.00
24-AFSCME Building Inspector	2.00	-	-	2.00
24-Non-Rep Planning & Development Specialist	1.00	-	-	1.00
18-Non-Rep Senior Office Assistant	0.75	-	-	0.75
Z Planning Intern	0.25	-	-	0.25
	<u>5.00</u>	<u>-</u>	<u>-</u>	<u>5.00</u>
Total Positions				

ORGANIZATION: Recorder

POSITIONS:

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
X Recorder	1.00	-	-	1.00
Y Second Deputy	1.00	-	-	1.00
33-Non-Rep Office Administrator	1.00	-	-	1.00
19-AFSCME Real Estate Specialist	1.00	-	-	1.00
19-AFSCME Vital Records Specialist	1.00	-	-	1.00
19-AFSCME Licensing Specialist	1.00	-	-	1.00
17-AFSCME Multi-Service Clerk	4.50	-	-	4.50
	<u>10.50</u>	<u>-</u>	<u>-</u>	<u>10.50</u>
Total Positions				

ORGANIZATION: Secondary Roads

POSITIONS:

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
40-Non-Rep County Engineer	1.00	-	-	1.00
35-Non-Rep Assistant County Engineer	1.00	-	-	1.00
30-Non-Rep Fleet Manager	1.00	-	-	1.00
30-Non-Rep Secondary Roads Superintendent	1.00	-	-	1.00
26-Non-Rep Roadside Veg Spec	0.75	-	-	0.75
25-Non-Rep Engineering Technician	2.00	-	-	2.00
27-Non-Rep Mechanic Supervisor	1.00	-	-	1.00
23-Non-Rep Sr Administrative Assistant	1.00	-	-	1.00
26r-PPME Secondary Roads Crew Leader	3.00	-	-	3.00
25r-PPMW Senior Signs Technician	1.00	-	-	1.00
24r-PPME Senior Mechanic	2.00	-	-	2.00
18r-PPME Parts and & Inventory Clerk	1.00	-	-	1.00
24r-PPME Heavy Equipment Operator	7.00	-	-	7.00
24r-PPME Roadside Veg. Tech	1.00	-	-	1.00
24r-PPME Sign Crew Technician	1.00	-	-	1.00
23r-PPME Sr Roads Maintenance Worker	1.00	-	-	1.00
18-Non-Rep Senior Office Assistant	1.00	-	-	1.00
22r-PPME Roads Maintenance Worker	9.00	-	-	9.00
22r-PPME Mechanic	1.00	-	-	1.00
Z Engineering Intern	0.25	-	-	0.25
Z Seasonal Maintenance Worker	0.30	-	-	0.30
	-	-	-	-
Total Positions	37.30	-	-	37.30

ORGANIZATION: Sheriff**POSITIONS:**

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
X Sheriff	1.00	-	-	1.00
Y Chief Deputy	2.00	-	-	2.00
Y Chief Deputy - Captain	1.00	-	-	1.00
33-Non-Rep Asst Jail Administrator/Corrections Capt	1.00	-	-	1.00
32-Non-Rep Sheriff's Lieutenant	3.00	-	-	3.00
4s-DSA Sheriff's Sergeant	7.00	-	-	7.00
31-Non-Rep Corrections Lieutenant	2.00	-	-	2.00
30-Non-Rep Office Administrator	1.00	-	-	1.00
29-Non-Rep Corrections Sergeant	14.00	-	-	14.00
27-Non-Rep Corrections Food Service Supervisor	1.00	-	-	1.00
8s-DSA Sheriff's Deputy	31.00	-	-	31.00
26-Non-Rep Inmate Programs Coordinator	2.00	-	-	2.00
24-Non-Rep Classification Specialist	2.00	-	-	2.00
23-Non-Rep Bailiff Sergeant	1.00	-	-	1.00
10s-Teamsters Corrections Officer	59.00	-	-	59.00
21-Non-Rep Administrative Assistnt	1.00	-	-	1.00
21-Non-Rep Bailiffs	12.20	-	-	12.20
19-AFSCME Civil Records Specialist	2.00	-	-	2.00
20-Non-Rep Court Compliance Coordinator	2.00	-	-	2.00
20-Non-Rep Alternative Sentencing Coordinator	1.00	-	-	1.00
19-Non-Rep Sex Offender Registry Specialist	1.00	-	-	1.00
21-Non-Rep Inmate Services Specialist	2.00	-	-	2.00
18-Teamsters Corrections Custodial Officer	4.00	-	-	4.00
18-Teamsters Corrections Food Service Officer	4.00	-	-	4.00
18-AFSCME Senior Office Assistant	3.60	-	-	3.60
Total Positions	160.80	-	-	160.80

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

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
X Supervisor, Chairman	1.00	-	-	1.00
X Supervisor	4.00	-	-	4.00
Total Positions	5.00	-	-	5.00

ORGANIZATION: Treasurer

POSITIONS:

	FY20 as of 03/31/20	FY20 4th QTR Changes	FY21 Budget Changes	FY21 Adjusted FTE
X Treasurer	1.00	-	-	1.00
35-Non-Rep Finance Manager	1.00	-	-	1.00
33-Non-Rep Operations Manager-Treasurer	1.00	-	-	1.00
28-Non-Rep County General Store Manager	1.00	-	-	1.00
26-Non-Rep Tax Accounting Specialist	1.00	-	-	1.00
26-Non-Rep Motor Vehicle Supervisor	1.00	-	-	1.00
20-AFSCME Revenue Collection Specialist	-	-	1.00	1.00
18-AFSCME Cashier	1.00	-	(1.00)	-
18-AFSCME Accounting Clerk	3.00	-	-	3.00
18-AFSCME Senior Office Assistant	1.00	-	-	1.00
17-AFSCME Multi-Service Clerk	17.00	-	-	17.00
	<u>28.00</u>	<u>-</u>	<u>-</u>	<u>28.00</u>

SCOTT COUNTY
FY 21 APPROPRIATIONS SUMMARY

Description	FY 21 Adopted	Budget Changes	FY 21 Appropriated
Administration	\$ 844,410	\$ -	\$ 844,410
Attorney	4,868,302	-	4,868,302
Auditor	1,929,099	-	1,929,099
Authorized Agencies	10,676,116	-	10,676,116
Capital Improvements (general, conservation)	10,718,076	-	10,718,076
Community Services	6,736,081	-	6,736,081
Conservation (net of golf course)	3,980,267	-	3,980,267
Debt Service (net of refunded debt)	4,867,249	-	4,867,249
Facility & Support Services	4,185,846	-	4,185,846
Health	6,958,493	-	6,958,493
Human Resources	467,146	-	467,146
Human Services	86,452	-	86,452
Information Technology	3,248,273	-	3,248,273
Juvenile Court Services	2,192,559	-	2,192,559
Non-Departmental	1,423,750	-	1,423,750
Planning & Development	547,725	-	547,725
Recorder	906,405	-	906,405
Secondary Roads	10,012,100	-	10,012,100
Sheriff	18,162,791	-	18,162,791
Supervisors	386,166	-	386,166
Treasurer	2,479,491	-	2,479,491
SUBTOTAL	95,676,797	-	95,676,797
Golf Course Operations	1,293,884	-	1,293,884
TOTAL	\$ 96,970,681	\$ -	\$ 96,970,681

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
ORGANIZATION: ADMINISTRATION			
APPROPRIATIONS			
Personal Services	825,335	-	825,335
Expenses	16,875	-	16,875
Supplies	2,200	-	2,200

TOTAL APPROPRIATIONS	844,410	-	844,410
	=====		
ORGANIZATION: ATTORNEY			
APPROPRIATIONS			
Personal Services	3,788,171	-	3,788,171
Expenses	1,044,131	-	1,044,131
Supplies	36,000	-	36,000

TOTAL APPROPRIATIONS	4,868,302	-	4,868,302
	=====		
ORGANIZATION: AUDITOR			
APPROPRIATIONS			
Personal Services	1,609,624	-	1,609,624
Expenses	248,125	-	248,125
Supplies	71,350	-	71,350

TOTAL APPROPRIATIONS	1,929,099	-	1,929,099
	=====		
ORGANIZATION: CAPITAL IMPROVEMENTS (GENERAL)			
APPROPRIATIONS			
Capital Improvements	10,718,076	-	10,718,076

TOTAL APPROPRIATIONS	10,718,076	-	10,718,076
	=====		

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
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ORGANIZATION: COMMUNITY SERVICES

APPROPRIATIONS

Personal Services	1,169,338	-	1,169,338
Equipment	25,508	-	25,508
Expenses	5,529,255	-	5,529,255
Supplies	11,980	-	11,980
	-----	-----	-----
TOTAL APPROPRIATIONS	6,736,081	-	6,736,081
	=====	=====	=====

ORGANIZATION: CONSERVATION

APPROPRIATIONS

Personal Services	2,955,420	-	2,955,420
Capital Outlay - Operating	-	-	-
Expenses	591,038	-	591,038
Supplies	433,809	-	433,809
	-----	-----	-----
TOTAL APPROPRIATIONS	3,980,267	-	3,980,267
	=====	=====	=====

ORGANIZATION: GLYNNS CREEK GOLF COURSE

APPROPRIATIONS

Personal Services	800,121	-	800,121
Equipment	166,768	-	166,768
Expenses	108,890	-	108,890
Supplies	218,105	-	218,105
	-----	-----	-----
TOTAL APPROPRIATIONS	1,293,884	-	1,293,884
	=====	=====	=====

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
ORGANIZATION: DEBT SERVICE			
APPROPRIATIONS			
Debt Service	4,867,249	-	4,867,249
Expenses	-	-	-
	-----	-----	-----
TOTAL APPROPRIATIONS	4,867,249	-	4,867,249
	=====	=====	=====

ORGANIZATION: FACILITY AND SUPPORT SERVICES

APPROPRIATIONS

Personal Services	2,042,263	-	2,042,263
Equipment	21,000	-	21,000
Expenses	1,937,733	-	1,937,733
Supplies	184,850	-	184,850
	-----	-----	-----
TOTAL APPROPRIATIONS	4,185,846	-	4,185,846
	=====	=====	=====

ORGANIZATION: HEALTH

APPROPRIATIONS

Personal Services	4,875,033	-	4,875,033
Expenses	2,019,929	-	2,019,929
Supplies	63,530	-	63,530
	-----	-----	-----
TOTAL APPROPRIATIONS	6,958,492	-	6,958,492
	=====	=====	=====

ORGANIZATION: HUMAN RESOURCES

APPROPRIATIONS

Personal Services	356,446	-	356,446
Expenses	106,750	-	106,750
Supplies	3,950	-	3,950
	-----	-----	-----
TOTAL APPROPRIATIONS	467,146	-	467,146
	=====	=====	=====

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
ORGANIZATION: HUMAN SERVICES			
APPROPRIATIONS			
Equipment	4,500	-	4,500
Expenses	56,952	-	56,952
Supplies	25,000	-	25,000
	-----	-----	-----
TOTAL APPROPRIATIONS	86,452	-	86,452
	=====	=====	=====

ORGANIZATION: INFORMATION TECHNOLOGY

APPROPRIATIONS

Personal Services	1,950,173	-	1,950,173
Equipment	6,000	-	6,000
Expenses	1,286,300	-	1,286,300
Supplies	5,800	-	5,800
	-----	-----	-----
TOTAL APPROPRIATIONS	3,248,273	-	3,248,273
	=====	=====	=====

ORGANIZATION: JUVENILE DETENTION SERVICES

APPROPRIATIONS

Personal Services	1,508,028	-	1,508,028
Equipment	1,000	-	1,000
Expenses	605,131	-	605,131
Supplies	78,400	-	78,400
	-----	-----	-----
TOTAL APPROPRIATIONS	2,192,559	-	2,192,559
	=====	=====	=====

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
ORGANIZATION: NON-DEPARTMENTAL			
APPROPRIATIONS			
Personal Services	585,800	-	585,800
Expenses	835,450	-	835,450
Supplies	2,500	-	2,500
	-----	-----	-----
TOTAL APPROPRIATIONS	1,423,750	-	1,423,750
	=====	=====	=====

ORGANIZATION: PLANNING & DEVELOPMENT

APPROPRIATIONS

Personal Services	485,625	-	485,625
Expenses	58,900	-	58,900
Supplies	3,200	-	3,200
	-----	-----	-----
TOTAL APPROPRIATIONS	547,725	-	547,725
	=====	=====	=====

ORGANIZATION: RECORDER

APPROPRIATIONS

Personal Services	888,455	-	888,455
Expenses	5,450	-	5,450
Supplies	12,500	-	12,500
	-----	-----	-----
TOTAL APPROPRIATIONS	906,405	-	906,405
	=====	=====	=====

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
ORGANIZATION: SECONDARY ROADS			
APPROPRIATIONS			
Administration	311,000	-	311,000
Engineering	576,500	-	576,500
Bridges & Culverts	345,000	-	345,000
Roads	2,992,500	-	2,992,500
Snow & Ice Control	497,000	-	497,000
Traffic Controls	306,000	-	306,000
Road Clearing	266,000	-	266,000
New Equipment	750,000	-	750,000
Equipment Operation	1,444,000	-	1,444,000
Tools, Materials & Supplies	109,100	-	109,100
Real Estate & Buildings	150,000	-	150,000
Roadway Construction	2,265,000	-	2,265,000

TOTAL APPROPRIATIONS	10,012,100	-	10,012,100
	=====		

ORGANIZATION: SHERIFF

APPROPRIATIONS

Personal Services	16,226,922	-	16,226,922
Equipment	138,100	-	138,100
Expenses	789,630	-	789,630
Supplies	1,008,139	-	1,008,139

TOTAL APPROPRIATIONS	18,162,791	-	18,162,791
	=====		

ORGANIZATION: SUPERVISORS, BOARD OF

APPROPRIATIONS

Personal Services	355,741	-	355,741
Expenses	29,600	-	29,600
Supplies	825	-	825

TOTAL APPROPRIATIONS	386,166	-	386,166
	=====		

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
ORGANIZATION: TREASURER			
APPROPRIATIONS			
Personal Services	2,297,196	-	2,297,196
Equipment	1,200	-	1,200
Expenses	119,295	-	119,295
Supplies	61,800	-	61,800
	-----	-----	-----
TOTAL APPROPRIATIONS	2,479,491	-	2,479,491
	=====	=====	=====

ORGANIZATION: BI-STATE PLANNING COMMISSION

APPROPRIATIONS

Expenses	94,755	-	94,755
	-----	-----	-----
TOTAL APPROPRIATIONS	94,755	-	94,755
	=====	=====	=====

ORGANIZATION: CENTER FOR ALCOHOL/DRUG SERVICES

APPROPRIATIONS

Expenses	688,331	-	688,331
	-----	-----	-----
TOTAL APPROPRIATIONS	688,331	-	688,331
	=====	=====	=====

ORGANIZATION: CENTER FOR ACTIVE SERVICES, INC.

APPROPRIATIONS

Expenses	213,750	-	213,750
	-----	-----	-----
TOTAL APPROPRIATIONS	213,750	-	213,750
	=====	=====	=====

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	8,418,000	-	8,418,000
	-----	-----	-----
TOTAL APPROPRIATIONS	8,418,000	-	8,418,000
	=====	=====	=====
ORGANIZATION: LIBRARY			
APPROPRIATIONS			
Expenses	595,213	-	595,213
	-----	-----	-----
TOTAL APPROPRIATIONS	595,213	-	595,213
	=====	=====	=====

SCOTT COUNTY
 APPROPRIATIONS SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget
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 CHAMBER			
APPROPRIATIONS			
Expenses	74,000	-	74,000
	-----	-----	-----
TOTAL APPROPRIATIONS	74,000	-	74,000
	=====	=====	=====

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 25, 2020

APPROVAL OF APPROPRIATIONS AND AUTHORIZED POSITIONS FOR FY21

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

Section 1. Appropriations and authorized positions for the FY21 budget adopted March 19, 2020 are hereby approved in the amount of \$96,670,681 and 493.77 FTE's as presented by the County Administrator.

Section 2. The County Administrator is hereby directed to establish appropriations totaling \$96,970,681 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 ADMINISTRATOR

600 West Fourth Street
Davenport, Iowa 52801-1003

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



June 16, 2020

TO: Mahesh Sharma, County Administrator
FROM: David Farmer, CPA, MPA, Director of Budget and Administrative Services
SUBJ: Approving FY20 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.

The Board approved initial fund transfers at their Board meeting on September 19, 2019. Due to the COVID-19 Pandemic, the preauthorization is presented again. All defined amounts may be decreased based on performance and TBD amounts will be defined after year end accounting.

<u>From Fund</u>	<u>To Fund</u>	<u>Amount*</u>	<u>Reason</u>
General Fund	Vehicle	\$225,000	Property Tax Funding
General Fund	Secondary Roads	\$941,000	Property Tax Funding
General Fund	Capital	\$1,970,000	Property Tax Funding
General Fund	Capital	\$782,830	Conservation CIP projects
General Fund	Capital	* TBD	Conservation CIP projects - Restricted
General Fund	Capital	*\$783,980	One time uses of fund balance
General Fund	Capital	* TBD	Use of REAP Funds in Capital
General Fund	Cons CIP	* TBD	Conservation Fee Transfer – Future Capital
General Fund	Cons Equipment	* TBD	Unused Conservation Equip appropriations
General Fund	General Supplemental	\$7,861,667	Property tax funding
General Fund	Golf Course Enterprise	* TBD	Conservation Fee Transfer
General Fund	Insurance Fund	\$100,000	Prior Year General Fund Assigned Balance
Rural Services	Secondary Roads	\$2,709,000	Property tax funding
Cons CIP	Capital	*\$TBD	Use of Conservation CIP funds
Cons Equip	Capital	*\$TBD	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, 2020 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 25, 2020

APPROVAL OF FY20 YEAR-END FUND TRANSFERS

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

Section 1. FY20 year-end fund transfers as presented by the County Administrator are hereby approved.

Section 2. This resolution shall take effect immediately.

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

SCOTT COUNTY AUDITOR

RESOLUTION

SCOTT COUNTY BOARD OF SUPERVISORS

June 25, 2020

APPROVAL OF WARRANTS IN THE AMOUNT OF \$742,049.13

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

- Section 1. The Scott County Board of Supervisors approves for payment all warrants numbered 305808 through 306029 as submitted and prepared for payment by the County Auditor, in the total amount of \$742,049.13.
- Section 2. This resolution shall take effect immediately.

COVID-19 Budget Impacts Update

June 25, 2020



COVID-19

- Ability to identify shortfalls of current revenues – charges for services, license permits, some intergovernmental streams
- Some streams have recovered, however others have been delayed to FY2021.
- All numbers will change with fiscal year end close and updated projections from state or external resources.



Potential Revenue Impacts - General Fund – June 30, 2020

	Amount from Original	Notes
Property taxes ^	(\$1,020,000)	Delayed collections- most likely able to collect
Local Option Sales Taxes*	\$450,000	State committed to full distribution
Charges for Services ^	(\$1,100,000)	Conservation, Health, Treasurer
Use of Property and Money (Interest and Investments)	_____?	Reallocation to earning funds
	(\$1,670,000)	

* Losses deferred to FY 2021; as of 6/22 – Will change upon fiscal year close out.



Potential Revenue Impacts - General Fund – June 30, 2021

	Amount	Notes
Local Option Sales Tax*	(\$690,000)	15% Yearly Reduction or average 50% for 3.5 months- Deferred to 2021
Interest income	(\$500,000)	1/3 + ROI– after reallocation to other funds
Intergovernmental*	\$222,240	FEMA Public Assistance / COVID Grants
Licenses and Permits	(\$30,000)	Health
Charges for Services	(\$158,500)	Conservation, Recorder, Health
Fines, Forfeitures, Misc.	<u>(\$40,000)</u>	Attorney
	(\$1,196,260)	

* Estimated gains / losses from FY 2020.



Potential Expenditure Impacts - General Fund – June 30, 2021

	Amount	Notes
Salaries	(\$108,000)	Conservation, open positions
Benefits	(\$8,630)	FICA / IPERS
Elected Officials salary and benefits	(77,095)	Difference in budgeted compensation and current
Purchase Services - Reductions	(\$109,290)	Travel, education, Conservation reduction of services, etc.
Purchase Services – Known Expenditures	\$280,223	Insurance and Elections
Supplies and Materials	<u>\$ 3,550</u>	Cleaning supplies offset by Conservation reduction of services
	(\$ 19,242)	



General Fund – Summary - June 30, 2021

	Amount	Notes
Reduction of Revenues	(\$1,196,260)	Reduced revenues
Reduction of Expenditures	<u>(\$19,242)</u>	Reduced expenditures
Revenues over Expenditures	<u>(\$1,177,018)</u>	\$1.2 million balanced budget gap

	Original Budget	COVID Changes	Adjusted Estimate
Revenues and Transfers In	\$67,890,812	(\$1,196,260)	\$66,694,552
Expenditures and Transfers out	<u>(\$68,020,812)</u>	<u>\$19,242</u>	<u>(\$68,001,570)</u>
Net Change	<u>(\$130,000)</u>	<u>(\$1,177,018)</u>	<u>(\$1,307,018)</u>



Strategy Steps

- Utilize Fund Balance – FY 20
 - \$783,000 assigned from FY 2019 savings- reassigned to COVID-19 downturn
 - This will supplement FY 2020 downturn
- Continue to monitor for positive variances of 2021 budget
 - COVID Grants
 - Commercial Industrial Backfill
 - Departmental spending over 12 month span
- Re-evaluation of 2021 Strategic Plan – Long term strategy
- Continued Short-term strategies – Personnel Costs, Capital, Materials / Contractor costs



Capital Fund

- Capital Fund is projecting reduction of \$170,000 dedicated gaming taxes in FY 2020. \$100,000 dedicated gaming taxes in FY 2021. 15% reduction FY 2021 due to decreased capacity.
- Recommend retaining FY 2019 savings in General Fund and not transferred to Capital Fund \$783,980.

	March 2020	FY 20	FY 21	FY 22		FY 20 -22 Total	March 20 Plan	Variance
Revenues	\$6.3M	\$5.5M	\$4.9M	\$4.8M		\$15.2M	\$15.5M	(\$0.3M)
Capital	\$9.9M	\$7.1M	\$7.5M	\$6.1M		\$20.7M	\$20.9M	(\$0.2M)
Net Income	(\$3.6M)	(\$1.6M)	(\$2.6M)	(\$1.3M)		(\$5.5M)	(\$5.4M)	(\$0.1M)
Fund Balance	\$3.3M	\$5.0M	\$2.4M	\$1.1M		\$1.1M	\$1.4M	(\$0.3)

Capital Projects impacted – timing or budget estimate

Expenditures

- Vehicles
- General remodeling
- Juvenile Court Services HVAC
- JDC security doors
- Admin elevator access
- Administration windows and recladding
- Land acquisition
- Routine technology & equipment
- Network core / distribution
- Technology assessment
- Website upgrade

Revenues

- Gaming taxes
- Optional transfers tied to savings
- Capital grants



Other Impacts

- Secondary Roads is projecting a reduction in Roads Use Taxes of \$400,000 – Planned reduction in capital and fund balance
- Mental Health Fund is exposed to low fund balance and delay in property taxes.



Summary

- County Fund Balance was built for this purpose; however we should manage the situation to not drain away equity. Low points are July and August. Recommend to balance utilization over the course of the recession.
 - Fiscal Year 2020 is in the process of year end closeout.
 - Fund Balance estimates in July / August
- Review 2021 fiscal year with strategic plan priorities and funding in July 2020.
- Continue short term strategies



**Scott County Board of Supervisors
FY20 Revenue Update
as of June 24, 2020**

	Gaming Revenue - Isle -		Gaming Revenue Rhythm City -	Total Gaming Revenue (a)	Recorder Revenue	Road Use Tax (c)	Local Option Sales Tax (d)	County Interest Income (e)	Building Permits (f)	Sheriff Revenue (charges for service) (g)	Attorney - Fine Collection (h)
	Bettendorf	Davenport			(b)						
FY08 Actual	\$ 533,124	\$ 282,400	\$	\$ 815,524	\$ 1,280,960	\$ 2,866,918	\$ 3,860,101	\$ 1,368,847	\$ 224,349	\$ 721,151	\$ 4,831
FY09 Actual	\$ 455,173	\$ 293,747	\$	\$ 748,920	\$ 1,154,872	\$ 2,230,212	\$ 3,691,392	\$ 677,558	\$ 180,441	\$ 891,134	\$ 35,681
FY10 Actual	\$ 398,550	\$ 277,705	\$	\$ 676,255	\$ 1,131,048	\$ 2,881,248	\$ 3,637,825	\$ 160,348	\$ 144,490	\$ 687,387	\$ 38,120
FY11 Actual	\$ 365,606	\$ 218,976	\$	\$ 584,582	\$ 1,170,087	\$ 2,538,277	\$ 3,863,575	\$ 198,421	\$ 165,808	\$ 1,065,648	\$ 136,357
FY12 Actual	\$ 363,148	\$ 233,692	\$	\$ 596,840	\$ 1,236,569	\$ 3,034,128	\$ 4,052,754	\$ 162,822	\$ 175,418	\$ 1,156,250	\$ 212,304
FY13 Actual	\$ 362,134	\$ 217,370	\$	\$ 579,504	\$ 1,459,116	\$ 3,047,171	\$ 4,098,552	\$ 105,866	\$ 276,898	\$ 1,247,146	\$ 465,540
FY14 Actual	\$ 324,197	\$ 202,817	\$	\$ 527,014	\$ 1,137,407	\$ 3,159,347	\$ 4,268,291	\$ 94,698	\$ 418,498	\$ 1,392,034	\$ 412,697
FY15 Actual	\$ 317,121	\$ 211,260	\$	\$ 528,381	\$ 1,114,090	\$ 3,395,847	\$ 4,403,167	\$ 98,379	\$ 367,857	\$ 1,631,188	\$ 443,110
FY16 Actual	\$ 351,653	\$ 217,406	\$	\$ 569,059	\$ 1,122,695	\$ 4,034,682	\$ 4,390,604	\$ 119,500	\$ 309,642	\$ 1,126,520	\$ 446,474
FY17 Actual	\$ 386,578	\$ 306,878	\$	\$ 693,456	\$ 1,174,627	\$ 4,216,321	\$ 4,786,393	\$ 209,098	\$ 215,191	\$ 932,490	\$ 391,652
FY18 Actual	\$ 346,659	\$ 331,974	\$	\$ 678,633	\$ 1,122,786	\$ 4,058,484	\$ 4,404,685	\$ 440,066	\$ 216,054	\$ 1,132,815	\$ 398,920
FY19 Actual	\$ 329,022	\$ 354,178	\$	\$ 683,200	\$ 1,089,509	\$ 4,283,190	\$ 4,454,258	\$ 893,994	\$ 230,528	\$ 1,151,238	\$ 429,107
FY20 Budget	\$ 350,000	\$ 335,000	\$	\$ 685,000	\$ 1,146,025	\$ 4,032,966	\$ 4,600,000	\$ 610,000	\$ 226,250	\$ 1,146,850	\$ 400,000
FY20 Amended Budget	\$ 230,000	\$ 278,742	\$	\$ 508,742	\$ 1,072,685	\$ 4,095,457	\$ 4,110,000	\$ 600,000	\$ 237,500	\$ 939,600	\$ 400,000
FY20 YTD \$\$	\$ 245,886	\$ 301,259	\$	\$ 547,145	\$ 1,195,028	\$ 3,981,896	\$ 4,234,140	\$ 1,007,270	\$ 290,232	\$ 867,080	\$ 423,139
FY20 YTD %	106.91%	108.08%		107.55%	111.41%	97.23%	92.05%	167.88%	122.20%	92.28%	105.78%
Annualized %	98.33%	98.33%		98.33%	98.33%	91.67%	84.62%	93.75%	98.33%	95.83%	100.00%
Over/(Under) Budget % YTD	8.57%	9.74%		9.22%	13.07%	5.56%	18.41%	74.13%	23.87%	-3.55%	5.78%
Over/(Under) Budget \$\$ YTD	\$ 19,719	\$ 27,163	\$	\$ 46,882	\$ 140,221	\$ 227,727	\$ 756,448	\$ 444,770	\$ 56,690	\$ (33,370)	\$ 23,139

	General Fund	Capital Fund	Secondary Roads Fund	General Fund Revenues	2020 YTD	2020 % of Amended Budget	Change from Prior
FY 20 Original Budget	\$ 8,129,125	\$ 685,000	\$ 4,032,966	40 - Taxes Levied on Property	\$ 43,086,823	97.5%	\$ 0
FY 20 Amended Budget	\$ 7,359,785	\$ 508,742	\$ 4,095,457	41 - Other County Taxes/TIF Revenues	5,862,708	102.4%	(0)
FY 20 YTD \$\$	\$ 8,016,889	\$ 547,145	\$ 3,981,896	42 - Intergovernmental	6,051,233	80.6%	324,951
Over/(Under) Budget \$ YTD	\$ 1,387,898	\$ 46,882	\$ 227,727	44 - Licenses & Permits	815,879	108.1%	38,197
Less Interest Reallocation Estimate	\$ (350,000)	\$ 75,000	\$ 20,000	45 - Charges for Services	4,999,934	101.8%	141,359
Adjusted Over / (Under)	\$ 1,037,898	\$ 121,882	\$ 247,727	47 - Use of Money & Property	1,093,400	160.4%	5,246
				48 - Fines Forfeitures and Miscellaneous Revenue	996,273	110.9%	4,333
				49 - Other Financing Sources	-	0.0%	-
% above or below Original Budget	-1%	-20%	-1%		62,906,250	<u>86.7%</u>	<u>514,086</u>
Adjusted % above or Below Original	-6%	-9%	-1%		<u>1,810,756</u>		
				Budgeted Revenues not received	<u>64,717,006</u>		
				May Budget Amendment Revenues			

- (a) Amounts affected by RIIF credit, program ended FY15
- (b) Recorder Revenue had high amounts of revenue in FY 12 and 13, most significantly marriage licenses.
- (c) The State increased the Road Use Tax in March 2015 after the original budget development.
- (d) A true-up distribution occurs in November of year for the prior June 30, but is recognized as current year revenue according to GAAP. The FY 20 amount was \$571,964.
- (e) Interest Income is allocated to multiple funds. - Report is General Fund only and is reallocated by June 30.
- (f) Building permits include the renewal of permits for permits previously issued and not completed.
- (g) Sheriff Charges for Services includes Care and Keep Charges
- (h) State amended program guidelines for budget year 2016 and again for FY 2017.

	2020 YTD	2020 % of Amended Budget	Change from Prior
General Fund Expenditures			
Public Safety & Legal Services	\$ 24,932,595	91.9%	\$ 923,932
Public Safety & Legal Services - SECC	8,250,000	100.0%	-
Physical Health & Social Services	5,836,074	76.1%	222,400
County Environment & Education	4,382,016	84.9%	171,878
Government Services to Residents	2,630,839	87.6%	116,409
Administration	11,605,713	89.7%	337,862
Transfers	941,103	7.5%	0
	58,578,340	<u>76.3%</u>	<u>1,772,481</u>
Budgeted Expenditures not incurred	<u>10,365,378</u>		
May Budget Amendment Expenditures	<u>\$ 68,943,718</u>		
Net Change	\$ (4,226,712)		
Estimated Unassigned Fund Balance	\$ 7,127,516		
Budget estimate percentage of unassigned fund balance	11.7%		