

TENTATIVE AGENDA
SCOTT COUNTY BOARD OF SUPERVISORS
October 10 - 15, 2022

Tuesday, October 11, 2022

Committee of the Whole - 8:00 am
Board Room, 1st Floor, Administrative Center AND WEBEX/VIRTUAL OPTION

The public may join this meeting in person OR by phone/computer/app by using the information below. Contact 563-326-8702 with any questions.

TO JOIN BY PHONE 1-408-418-9388

ACCESS CODE: 2497 953 6199 PASS CODE: 1234

OR you may join via Webex. Go to www.webex.com and JOIN meeting using the same Access Code and Pass Code above.

See the Webex Instructions in packet for a direct link to the meeting.

- ___ 1. Roll Call: Beck, Croken, Kinzer, Knobbe, Maxwell

- ___ 2. Public Comment as an Attendee.
By Phone:
*3 to raise/lower hand, *6 to unmute (host must unmute you first)

By Computer:
Bottom right of screen, you will find Participants and Chat, in this area you will find the hand icon, use the hand icon to raise and lower your hand.

Presentation

- ___ 3. Presentation on Parkview Rental Inspections.

- ___ 4. Data Bank award to IT for Human Resources Electronic Content Management (ECM)....9:00 a.m.

- ___ 5. Presentation of PRIDE recognition for years of service. (Item 05)

- ___ 6. Presentation of Certificate of Achievement for Excellence in Financial Reporting by GFOA for Scott County's FY2021 Annual Comprehensive Financial Report (ACFR) and FY 2023 Annual Budget. (Item 06)

Facilities & Economic Development

- ___ 7. Three-year extension of approval of the Preliminary Plat of Fields Edge Addition. (Item 07) Consent Agenda Consideration
- ___ 8. Hazard Mitigation Plan Document Discussion. (Item 08)
- ___ 9. Bridge replacement project funding agreement. (Item 09) Consent Agenda Consideration
- ___ 10. Discussion of updates to the ARPA plans for the Scott County Parks Clean Water - Centralized wastewater collection and conveyance. (Item 10)

Human Resources

- ___ 11. Overtime incentive pay for Sheriff AFSCME employees. (Item 11) Consent Agenda Consideration
- ___ 12. MCAH addition of grant supported positions. (Item 12) Consent Agenda Consideration

Health & Community Services

- ___ 13. Tax suspension request. (Item 13) Consent Agenda Consideration

Finance & Intergovernmental

- ___ 14. Purchase of CISCO Wireless access points and associated license in the amount of \$46,438.20 and CISCO Telephones from Convergeone in the amount of \$21,567.86. (Item 14) Consent Agenda Consideration
- ___ 15. Medic EMS declaration discussion. (Item 15)
- ___ 16. Application for Local Assistance and Tribal Consistency Fund. (Item 16) Consent Agenda Consideration
- ___ 17. FY24 Budget Parameters. (Item 17)

Other Items of Interest

- ___ 18. Proclamation recognizing October as Breast Cancer Awareness Month. (Item 18)
- ___ 19. Five-day beer/liquor license for Urbantique Back Road Fest, 23840 80th Avenue, Walcott. Consent Agenda Consideration

Thursday, October 13, 2022

**Regular Board Meeting - 5:00 pm
Board Room, 1st Floor, Administrative Center AND WEBEX/VIRTUAL OPTION**

The public may join this meeting in person OR by phone/computer/app by using the information below. Contact 563-326-8702 with any questions.

TO JOIN BY PHONE 1-408-418-9388
ACCESS CODE: 2482 052 0217 PASS CODE: 1234

OR you may join via Webex. Go to www.webex.com and JOIN meeting using the same Access Code and Pass Code above.

See the Webex Instructions in packet for a direct link to the meeting.

Instructions for *Unmuting Phone Line* during Board Meeting teleconference

To gain the moderator’s attention, **press *3 from your phone OR the raise hand icon** on computer or mobile device (for location of raise hand icon, see below). Phone lines will be placed on mute during the meeting. Participants may unmute their line using the mute icon or *6 on their phone after being recognized by the Chair.

Meeting # 2497 953 6199

Password # 1234

Connect via Computer or application:

Host: www.webex.com Meeting number: **above** Password: **1234**

Or use direct link to meeting:

<https://scottcountyiowa.webex.com/scottcountyiowa/onstage/g.php?MTID=ee0327f2f0d8a4a0ae84aa23f82dae694>

Connect via telephone: 1-408-418-9388 Meeting number: **above** Password: **1234**


Telephone / Cell Phones Connections:

Telephones lines will be placed on mute during the meeting. Participants may “raise their hand” by using *3 to gain attention of the host.



When called upon for comments by the Board,


1. The host will then unmute the participant’s line at the appropriate time.
2. A user must have his or her own device unmuted.
3. The user may then unmute his or her conference line by keying * 6
4. After conversation, please lower your hand. (*3 again)


Computer / Application Connections:

If connected via web application or computer, the user should look for the **Raise Hand**  raise hand symbol and click to appear raised so the host may acknowledge you.

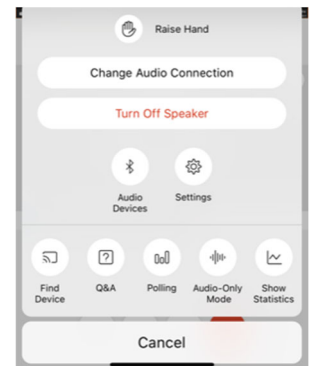
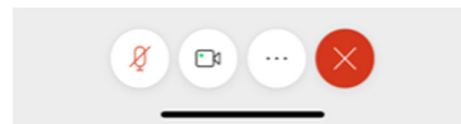
1. The host will then unmute the participant’s line at the appropriate time.
2. A user must have his or her own device unmuted.
3. The user may then unmute his or her conference line by clicking the microphone symbol.
4. After conversation, please lower your hand. (*3 again)

You can mute yourself so that everyone can concentrate on what's being discussed. While you're on a call or in a meeting, select  at the bottom of the meeting window. You'll know it's working when the button turns red .

If you want to unmute yourself, select . Others can hear you when the button turns gray.

When you're muted and move away from the call controls, the mute button moves to the center of your screen and fades in color  to indicate that you're still muted.

To find the **raise hand icon**, you may need to click on ...



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



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

October 11, 2022

TO: Mary Thee
Assistant County Administrator

FROM: Andrea Ahmann
HR Generalist

RE: YEARS OF SERVICE RECOGNITION CEREMONY

The following is a list of individuals who will be recognized for years of service through the recognition program.

Employee	Department	Date of hire	Years of Service
Alyson Haglund	County Attorney	08/21/2017	5
Pat Jones	JDC	09/21/2017	5
Dylan Lawson	Conservation	09/18/2017	5
Jeffrey Lightle	Sheriff	08/23/2017	5
Brad Rubino	Sheriff	08/28/2017	5
Tia Siegwarth	Health	08/22/2017	5
Jennifer Ybarra	Community Services	07/10/2017	5
Colleen Murphy	Sheriff	09/10/2012	10
Jessica Redden	Health	08/27/2012	10
Peter Kurylo	Auditor	09/10/2007	15
Erica Weatherwax	Sheriff	09/06/2007	15
Martin Kearney	Sheriff	08/12/2002	20
Brian McCollom	Sheriff	09/05/2002	20
Lindsay Serrano	Sheriff	07/29/2002	20
Rhonda Oostenryk	County Attorney	07/28/1997	25
Angie Saul	Sheriff	09/15/1997	25
Randy Trudell	Secondary Roads	08/29/1997	25
Alma Bakoylis	County Attorney	07/01/1992	30

OFFICE OF THE COUNTY ADMINISTRATOR

600 West Fourth Street
Davenport, Iowa 52801-1003

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



October 04, 2022

To: Board of Supervisors
Mahesh Sharma, County Administrator
Mike Fennelly, County Treasurer
Kerri Tompkins, County Auditor

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

RE: Presentation of Certificate of Achievement for Excellence in Financial Reporting by GFOA for Scott County's FY2021 Annual Comprehensive Financial Report (ACFR), and Presentation of Scott County FY 2023 Annual Budget

Scott County has a long standing commitment to financial reporting, communication and transparency. To help accomplish those goals, County administration, with the support of the entire county has submitted public documents to the Government Finance Officers Association for peer review and comment. This year the reviews for the 2021 Annual Comprehensive Financial Report, and the 2023 Annual Budget were all received in the same quarter. Additionally, the County qualified for the "Triple Crown" of GFOA awards for the fiscal year 2020, by receiving the recognition of all three programs for 2020. Scott County is one of two governments in Iowa and one of 317 nationwide for this distinction for the fiscal year 2020.

Please find attached a copy of a draft news release scheduled to be distributed following the Board's next Committee of the Whole session on Tuesday, October 11, 2022.

Attachment

Cc: Megan Peterson, Finance Manager
Wes Rostenbach, Accounting and Business Manager

DRAFT

DRAFT

SCOTT COUNTY, IOWA IS GIVEN HIGHEST AWARDS IN FINANCIAL REPORTING AND BUDGETING

Ken Beck, Chair of the Scott County Board of Supervisors, Kerri Tompkins, County Auditor, and Mike Fennelly, County Treasurer, jointly announced today that Scott County has been awarded awards for the Annual Comprehensive Financial Report (Fiscal Year 2021), and the Annual Budget Report (Fiscal Year 2023). Additionally, the County qualified as a "Triple Crown" winner for the fiscal year 2020 by receiving recognition for all three programs for the same fiscal year. Scott County is one of 317 organizations in the nation to be recognized as a "Triple Crown" winner.

- Annual Comprehensive Financial Report – Fiscal Year 2021

The Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the United States and Canada (GFOA) for Scott County's FY21 Annual Comprehensive Financial Report (ACFR) **for the thirty-fifth (35th) year in a row**. The Certificate of Achievement is the highest form of recognition for excellence in state and local government financial reporting. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

As of October 4, 2022 Scott County is one of only three Iowa counties to hold the Certificate of Achievement. Only 24 of the 1,553 governmental units in the State of Iowa currently hold this honor.

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

The Board of Supervisors has designated the continued achievement of this certification as a priority. The Board, County Treasurer, and County Auditor expressed their appreciation to David Farmer, CPA, MPA Director of Budget and Administrative Services in Administration; Megan Petersen, Financial Manager in the Treasurer's Office; Wes Rostenbach, Accounting and Business Manager in the Auditor's Office; Mahesh Sharma, County Administrator; and the County's auditing firm of Baker Tilly US, LLP for their work and professional guidance in helping the County to obtain this financial reporting honor.

- Distinguished Budget Presentation Award – Fiscal Year 2022

The Distinguished Budget Presentation Award from the Government Finance Officers Association of the United States and Canada (GFOA) for Scott County's current FY23 Budget.

Scott County is one of only three Iowa counties (Scott, Johnson, and Linn County) to hold the Distinguished Budget Presentation Award. The County has received this award for the last twenty-eight consecutive years. Only 15 of the 1,553 governmental units in the State of Iowa

currently hold this honor.

Ken Beck stated that this award is the highest form of recognition in governmental budgeting. Its attainment represents a significant accomplishment by the elected officials and management of Scott County and reflects their commitment to meeting the highest principles of governmental budgeting.

In order to receive the award, Scott County had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as 1) A policy document 2) A financial plan 3) An operations guide 4) Communications device. Budget documents must be rated "proficient" in all four categories to receive this award.

The Board expressed their appreciation to Mahesh Sharma, County Administrator, David Farmer, CPA, MPA Director of Budget and Administrative Services and to the County's designated budget analysts and support staff for their work and professional guidance in helping the county to obtain this governmental budgeting honor.

The budget analysts and support staff members that developed the 2023 budget are listed below:

David Farmer	Director of Budget and Administrative Services
Pam Brown	Office Administrator, Sheriff's Department
Chris Berge	ERP/ECM Budget Analyst
Amanda Orr	ERP/ECM Budget Analyst
Roland Caldwell	Operations Manager, Auditor's Office
Lori Elam	Mental Health Region CEO, Community Services
Chris Mathias	Planning & Development Director
Renee Luze-Johnson	Executive Assistant, Administration
Deborah Dierkes	Executive Assistant, Administration
Amy Thoreson	Health Director, Health Department
Sara Skelton	Operations Administrator, Recorder's Office
Amber Sullivan	Senior Administrative Assistant, Conservation Department
Megan Petersen	Finance Manager, Treasurer's Office
Kathy Walsh	Office Administrator, Attorney's Office

The GFOA is a nonprofit professional association serving approximately 22,500 government finance professionals. The association produces a variety of technical publications in various fields of governmental finance, and represents the public finance community in Chicago, IL and Washington D.C.

For more information on this press release, please contact:

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

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

PLANNING & DEVELOPMENT

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



Chris Mathias
Director

To: Mahesh Sharma, County Administrator

From: Chris Mathias, Planning Director

Date: September 29, 2022

Re: Approval of a three-year extension of approval of the Preliminary Plat of Fields Edge Addition

The applicant for Fields Edge Addition has submitted a request for extension of the Preliminary Plat approval. The Subdivision Regulations allow approval of the Preliminary Plat to be effective for one year, except the Board of Supervisors, upon request of the subdivider and advice of the Planning Director may grant an extension of that time limit. The Preliminary Plat for this subdivision was originally approved September 17, 2020. At this point staff is recommending a three-year extension to allow adequate time for submittal of the Final Plat. If a Final Plat is not submitted within the next year, staff would recommend that the Preliminary Plat be re-reviewed by the Planning and Zoning Commission.

Staff would recommend approval of a three-year extension.

PLANNING & DEVELOPMENT

600 West Fourth Street

Davenport, Iowa 52801-1106

E-mail: planning@scottcountyia.com

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



To: Planning & Zoning Commission

From: Taylor Beswick, Planning & Development Specialist

Date: August 27, 2020

Re: Staff Review and Recommendation for the Resubmittal of the Preliminary Plat of Field's Edge Addition

Ryan Dolan DBA Edgebrooke Homes has resubmitted a Preliminary Plat for a Major Subdivision known as Field's Edge Addition. On July 7th the Planning and Zoning Commission voted 4-1 to recommend denial without prejudice due to concerns with the lack of erosion control. On July 23rd in accordance with the Planning and Zoning Commission's recommendation, the Board of Supervisors voted unanimously to deny the Preliminary Plat of Field's Edge Addition.

Included with the resubmittal of the Preliminary Plat for Field's Edge Addition is a Stormwater Pollution Prevention Plan, an Erosion Control Plan, and Erosion Control Plan details. These plans have been distributed to the Commissioners and County Departments for review.

Staff has visited the development site recently and observed silt fencing installed at the site. Also of note, significant grading is currently occurring on 40-plus acres of property proposed for a single-family residential development in the City of Bettendorf. This property is located directly west of the Field's Edge Development, across Criswell Street, and drains into the same unnamed water source as the Field's Edge Addition development.

The County Engineer has reviewed the Stormwater Prevention Plan and the Erosion Control Plan and notes the Erosion Control Plan requires the contractor to inspect the erosion control devices on a weekly basis and after each rainfall. The County Engineer is requesting that copies of the contractor erosion reports be submitted to her office on a weekly basis.

The County Engineer also notes the temporary turnaround is not acceptable as shown on the Preliminary Plat. The hammerhead design is acceptable, but requires a hard surface. Gravel is not acceptable.

No additional comments have been received at this time from the other departments, agencies, or the public.

PLANNING & DEVELOPMENT

600 West Fourth Street

Davenport, Iowa 52801-1106

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RECOMMENDATION: Staff recommends that the Preliminary Plat of Field's Edge Addition be approved with the following six (6) conditions:

1. The private covenants include provisions for the ownership and maintenance of the proposed outlot;
2. The private covenants include provision for road maintenance of the private road;
3. The private covenants include provision for road maintenance of the shared private driveway between owners of lot 3 and lot 4;
4. The County Engineer review and approve all street construction plans following preliminary plat approval and prior to construction;
5. The applicant submit weekly erosion control performance reports to the County Engineer; and
6. The temporary hammerhead turnaround be constructed with an approved hard surface.

Submitted by:
Taylor Beswick,
August 27, 2020

Site Photo 1 / 3 : Silt Fencing Along South Property



Field's Edge Addition Preliminary Plat Site Photos - 09/01/2020 P&Z Meeting

Site Photo 2 / 3 : Grading at Bettendorf R-1 Site



Site Photo 3 / 3 : Grading at Bettendorf R-1 Site



PRELIMINARY PLAT OF FIELDS EDGE ADDITION SCOTT COUNTY, IOWA

BEING PART OF THE NORTHWEST QUARTER OF SECTION 7
TOWNSHIP 78 NORTH, RANGE 5 EAST OF THE 5th P.M.

0 50
0 10 25 50
(SCALE : 1" = 50')
(APRIL 22, 2020)
(REVISED APRIL 28, 2020)
(SCOTT COUNTY COMMENTS)
(REVISED MAY 11, 2020)
(CITY OF BETTENDORF COMMENTS)
(REVISED MAY 29, 2020)
(SCOTT COUNTY COMMENTS)

OWNER - DEVELOPER
EDGEBROOKE HOMES LLC
P.O. BOX 944
BETTENDORF, IOWA 52722
PHONE NO: (563) 449 - 2061
ATTN: RYAN DOLAN

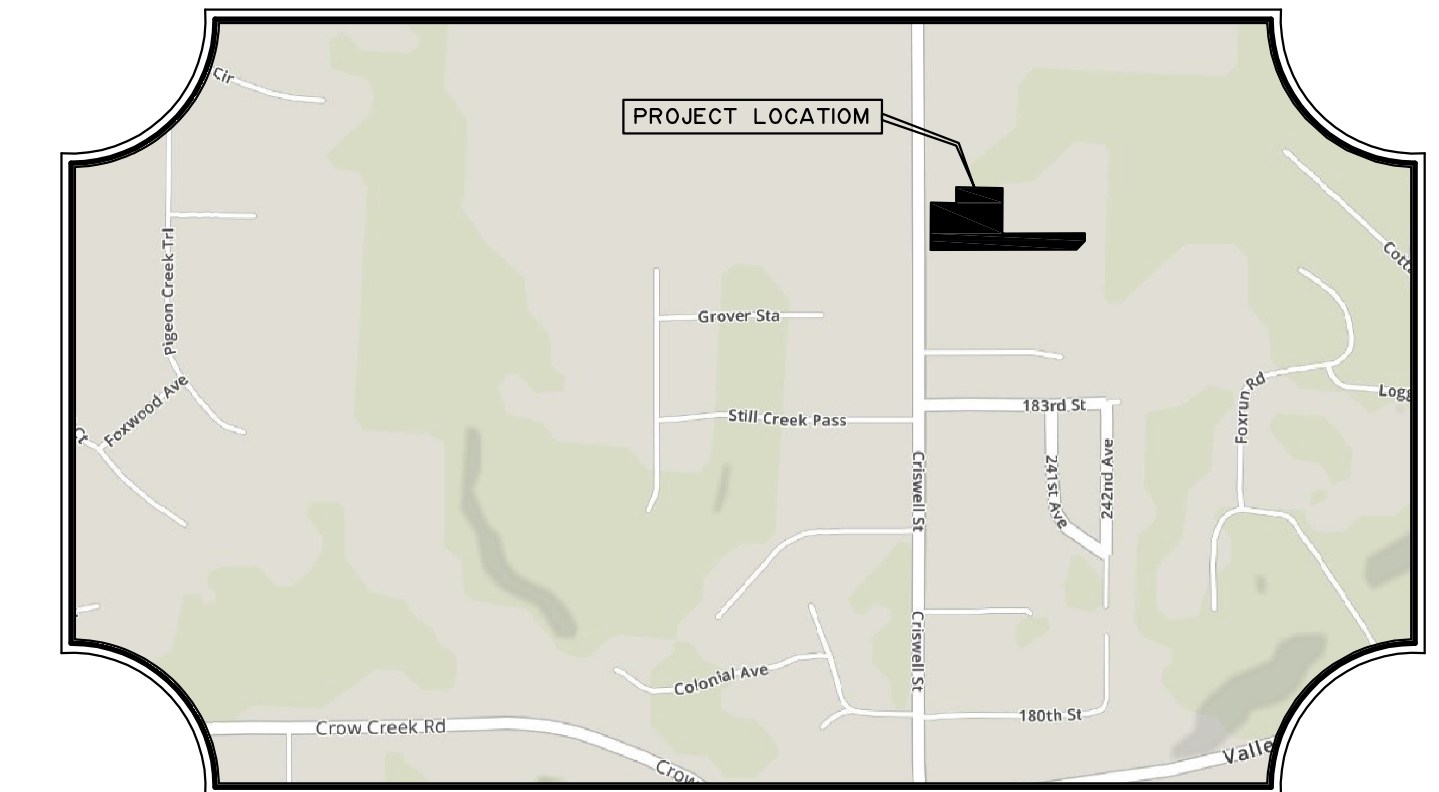
LEANN WINGER
SHERRY SCOTT
(ZONED R-1 COUNTY)

LEGAL DESCRIPTION

Part of the Northwest Quarter of Section 7, Township 78 North, Range 5 East of the 5th P.M., Scott County, Iowa, being more particularly described as follows:
Commencing at the southwest corner of the Northwest Quarter of said Section 7, said point being the POINT OF BEGINNING of the tract of land hereinafter described.
thence North 02°-01'-05" West 403.00 feet along the west line of the Northwest Quarter of said Section 7;
thence North 88°-00'-10" East 237.95 feet;
thence North 01°-59'-50" West 147.00 feet;
thence North 88°-00'-10" East 384.00 feet;
thence South 02°-04'-45" East 410.25 feet;
thence North 87°-28'-45" East 703.50 feet;
thence South 01°-58'-55" East 64.22 feet;
thence South 42°-49'-45" West 104.43 feet to a point on the south line of the Northwest Quarter of said Section 7;
thence South 87°-38'-25" West 1252.24 feet along the south line of the Northwest Quarter of said Section 7 to the point of beginning.
Containing 9.17 acres, more or less.

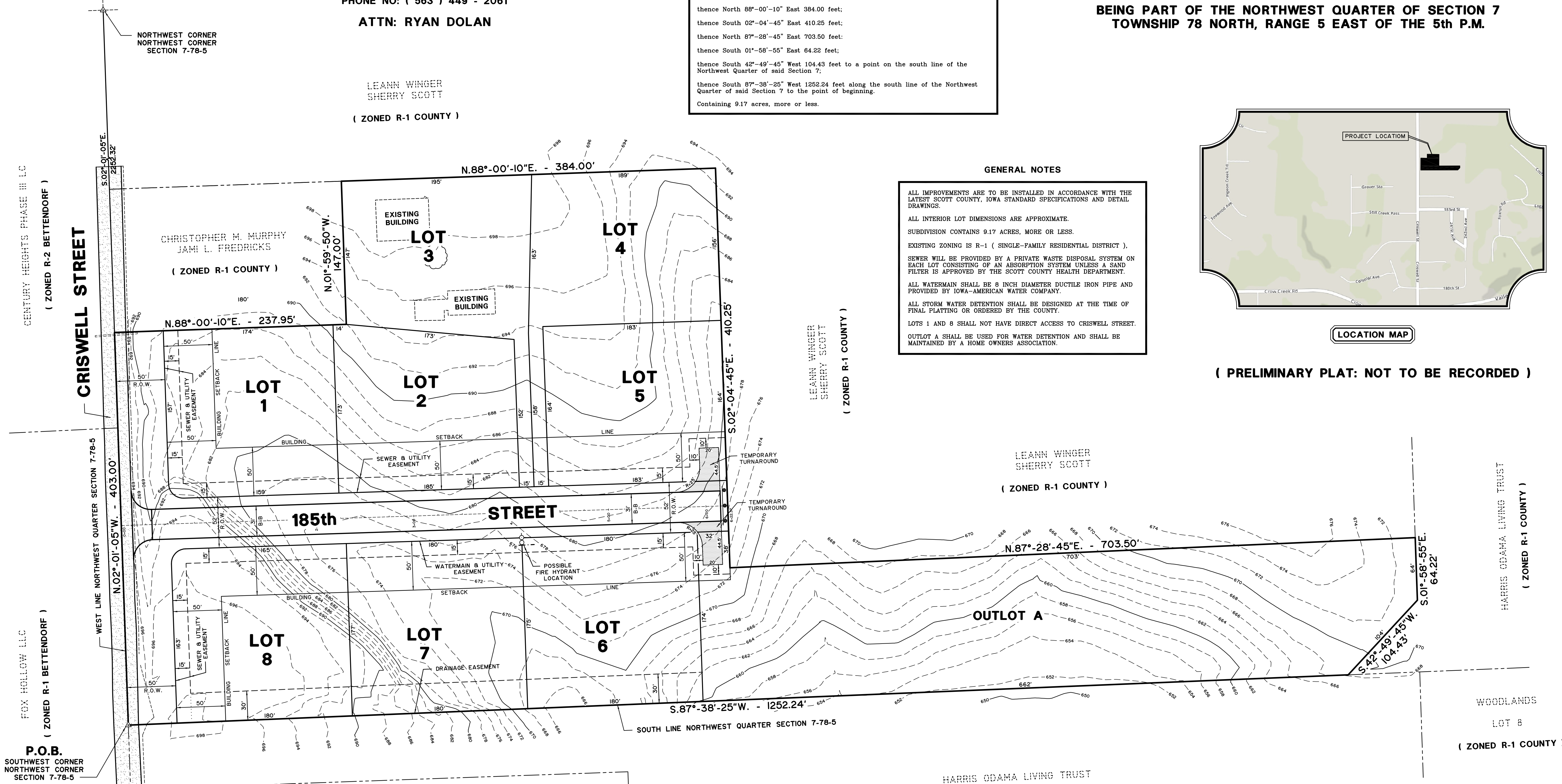
GENERAL NOTES

ALL IMPROVEMENTS ARE TO BE INSTALLED IN ACCORDANCE WITH THE LATEST SCOTT COUNTY, IOWA STANDARD SPECIFICATIONS AND DETAIL DRAWINGS.
ALL INTERIOR LOT DIMENSIONS ARE APPROXIMATE.
SUBDIVISION CONTAINS 9.17 ACRES, MORE OR LESS.
EXISTING ZONING IS R-1 (SINGLE-FAMILY RESIDENTIAL DISTRICT).
SEWER WILL BE PROVIDED BY A PRIVATE WASTE DISPOSAL SYSTEM ON EACH LOT CONSISTING OF AN ABSORPTION SYSTEM UNLESS A SAND FILTER IS APPROVED BY THE SCOTT COUNTY HEALTH DEPARTMENT.
ALL WATERMAIN SHALL BE 8 INCH DIAMETER DUCTILE IRON PIPE AND PROVIDED BY IOWA-AMERICAN WATER COMPANY.
ALL STORM WATER DETENTION SHALL BE DESIGNED AT THE TIME OF FINAL PLATTING OR ORDERED BY THE COUNTY.
LOTS 1 AND 8 SHALL NOT HAVE DIRECT ACCESS TO CRISWELL STREET.
OUTLOT A SHALL BE USED FOR WATER DETENTION AND SHALL BE MAINTAINED BY A HOME OWNERS ASSOCIATION.



LOCATION MAP

(PRELIMINARY PLAT: NOT TO BE RECORDED)



LOT AREAS		
NO.	SQUARE FEET,±	ACRES,±
1	30,000	0.7
2	30,170	0.7
3	32,555	0.7
4	32,635	0.7
5	30,000	0.7
6	31,425	0.7
7	31,700	0.7
8	31,930	0.7
-	-	-
A	99,170	2.3

SURVEYOR
DAVID L. MEYER
KLINGNER & ASSOCIATES, P.C.
4111 EAST 60th STREET
DAVENPORT, IOWA 52807

PREPARED BY
KLINGNER & ASSOCIATES, P.C.
4111 EAST 60th STREET
DAVENPORT, IOWA 52807
PHONE NUMBER: (563) 359 - 1348

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

SCOTT COUNTY AUDITOR

RESOLUTION
SCOTT COUNTY BOARD OF SUPERVISORS
October 13, 2022

**GRANTING A THREE-YEAR EXTENSION OF THE APPROVAL OF THE
PRELIMINARY PLAT OF FIELDS EDGE ADDITION.**

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

Section 1. The Scott County Board of Supervisors approved the Preliminary Plat of Fields Edge Addition on September 17, 2020.

Section 2. Section 9-14.G. of the Scott County Subdivision Ordinance states the Board of Supervisors upon written request of the subdivider and advice of the Planning Director may grant an extension of time to the effective duration of approval of a Preliminary Plat.

Section 4. The Board of Supervisors has received a written request to extend the approval of the Preliminary Plat of Fields Edge Addition and the Planning Director has reviewed and recommended approval of this request.

Section 5. The Board of Supervisors hereby extends the duration of approval of the Preliminary Plat of Fields Edge for three (3) years to September 17, 2023.

Section 6. This resolution shall take effect immediately.

Action ID	Goals	Objectives	Action Strategy	Action Measures	Hazards Addressed	Status of Action	Cost/Benefit	Priority	New for 2023 (Y/N) or Revised R
Unincorporated Scott County									
1.1	1	1, 6	Ensure First Responders are aware of hazardous materials kept at each site.	PM, ES	Fixed Hazardous Materials Incident	OC			N
1.2	1	1, 6	Create detour and road closure plans for flooded areas	PM, ES	Flash Flood, River Flood				N
1.3	1	3	Promote use of NOAA weather radios and mobile emergency alerting apps	PE	All Hazards	OC			N
1.4	1	5	Consider safe room construction where vulnerable populations may not have other sources of shelter	SP	Tornado	OC			N
1.5	1, 2	1	Complete or update land use ordinances, codes and regulations to decrease risk in areas susceptible to hazards	PM	River Flood, Tornados, Severe Winter Storms, Levee Failure, Thunderstorm & Lightning, Flash Flood, Hailstorm, Fixed Hazardous Materials Incident, Transportation of Hazardous Materials Incident, Railway Transportation Incident, Highway Transportation Incident, Waterway Incident, Windstorm, Sinkholes & Land Subsidence, Landslide, Expansive Soils	OC			N
1.6	1, 2	5, 2	Ensure each public critical facilities have back-up generators	SP, PP	Energy Failure	OP			N
1.7	1, 3	5	Construct public safe rooms for government facility functions, critical facility functions, recreational areas, manufactured home parks, schools and day care centers	SP	Tornado, Thunderstorm & Lightning, Hailstorm, Windstorm	OC			N
1.8	1, 2, 3	4, 5, 6	Maintain our communities ability to use our critical utilities by evaluating, planning, implementing, and/or building infrastructure resiliency to reduce or remove the risk of system shortages or outages. Identified utilities such as, but not limited to, potable water, wastewater, & electric utilities.	PP, ES	Flash Flood, River Flood, Windstorm, Tornado, Drought, Dams, Levee Failure	I			N
2.1	2	1	Continue NFIP compliance by enforcing floodplain ordinances based on the State of Iowa Model Code	PM	River Flood	OC			N
2.2	2	2, 5	Adopt and enforce current building codes	PP, SP	Windstorm, Severe Winter Storm, Tornado, Structural Fire	OC			N
2.3	2, 3	1	Encourage development where adequate facilities and infrastructure exists	PM	All Hazards	OC			N
2.4	2, 3	1, 4	Develop and implement stormwater regulations and drainage plans	PM, NR	Flash Flood, River Flood	OC			N
2.5	2, 4	1, 3	Participate in the Community Rating System	PM, PE	River Flood	OP			N
3.2	3	4	Complete watershed and hydrology studies of the creeks and rivers within Scott County	NR	River Flooding, Levee Failure, Flash Flood, Dam Failure, Drought, Sinkholes & Land Subsidence, Landslide, Expansive Soils	OP			N

3.3	3	5	Replace or retrofit bridges and culverts to meet capacity requirements	SP	River Flood, Levee Failure, Flash Flood, Dam Failure, Transportation of Hazardous Materials Incident, Fixed Hazardous Materials Incident, Structural Failure, Highway Transportation Incident, Waterway Incident	OC			N
4.1	4	3	Educate the public and businesses about NFIP and the floodplain in general	PE	River Flood	OC			N
4.2	4	3	Educate the public on the dangers of traveling during severe winter storms	PE	Severe Winter Storm	R			N
4.3	4	3	Educate the public on the dangers of tornados and what to do during a tornado	PE	Tornado	OC			N
4.4	4	3	Work with local communities and NGO's to identify and implement community shelter locations.	PE	Severe Winter Storm, Energy Failure, Extreme Heat	I			N
4.5	4	3	Educate citizens on the importance of smoke detectors and encourage their use	PE	Structural Fire	OC			N
4.6	4	3	Create multi-lingual educational materials for hazards	PE	All Hazards	I			N
4.7	4	3	Promote the Waste Commission of Scott County Household Hazardous Material collection facilities for proper disposal of household hazardous waste	PE	Transportation of Hazardous Materials Incident	OC			N
4.8	4	3, 6	Enhance vulnerable population registry and develop all-hazards procedures to protect vulnerable populations.	PE, ES	All Hazards	I			N
4.9	4	6, 1	Monitor water levels and impending weather impacts. Collaborate with NWS to notify the public when flooding will occur and where.	ES, PM	Flash Flood, River Flood	OC			N
5.1	5	1, 6	Require First Responders to have rescue plans for severe weather.	PM, ES	All Natural Hazards	I			N
5.2	5	1, 6	Encourage First Responders to share resources and equipment and have intergovernmental agreements in place	PM, ES	All Hazards	OP			N
5.3	5	3	Join the Iowa Floodplain and Stormwater Management Association	PE	River Flood, Flash Flood	I			N
5.4	5	3	Establish workshops and training functions for all community floodplain managers	PE	Flash Flood, River Flood	I			N
3.1	3	2	Implement preventive measures and develop protocols and response procedures for cyber attacks on County governmental systems	PP	Cyber Terrorism	OC			N
6.1	3, 5	3	Develop cybersecurity information sharing group to share intelligence and best practices. Encourage and foster collaborate on responses to cyber attacks across all sectors.	PM	Cyber Terrorism	I			N
6.2	1	6	Work with local communities to identify cooling and warming shelters for extreme temperature events.	SP	Extreme heat, Severe winter storm	I			N
6.3	1, 2	2, 6	Implement residential property buy-out program to reduce repetitive loss due to flooding.	PP	Flash Flood, River Flood	I			N
6.4	1, 4, 5	3	Develop and implement a county-wide strategy for outdoor warning systems.	ES	Tornado, Thunderstorm & Lightning, Hailstorm, Windstorm	I			N

Unincorporated Scott County

Overview

2010 Census Population: 15,130

2020 Census Population: 14,591 (-3.6%)

2026 Population Projection:

Land Area: 340.109 Square Miles

Geography and Land Use

Scott County is located in the eastern part of the State of Iowa. The unincorporated areas of the county are mainly located in the northern half of the county in the northwest and northeast sections. There are two larger unincorporated residential areas within the county: Park View, which is located just east of the City of Long Grove, and Pleasant Valley, which is located in between the Cities of Bettendorf and LeClaire. The Mississippi River is located along the east/southeast border, and the Wapsipinicon River is located along the northern border of the county. Much of the Mississippi River border is occupied by incorporated cities, while much of the Wapsipinicon River is bordered by unincorporated area. A majority of the unincorporated areas of Scott County are classified as agricultural/open space or park/recreation/conservation areas, with small pockets of low-density residential. Refer to Map 2-1 and Map 3-7 for more information. The 1% special flood hazard areas of the county are located along the Mississippi River in the northeast corner of the county, along the Wapsipinicon River in the northern part of the county, and along larger streams within the county. A 0.2% special flood hazard area is found in the northeast corner of the county, north of the City of Princeton where the Mississippi and Wapsipinicon Rivers meet. Levees are located in the northeast corner of the county along the Mississippi and Wapsipinicon Rivers. There are approximately six dams located in the unincorporated areas of the county. Refer to Map 3-1 for more information. There are no known occurrences of land subsidence in the unincorporated areas of Scott County. Areas identified as potential karst areas are located in the northwest corner of the county, along the northern border near U.S. Hwy 61, and near the City of Princeton.

Government Structure

Scott County government is organized by a Board of Supervisors. There are five county board members who are elected to 4-year staggered terms. Additionally, the county attorney, auditor, recorder, sheriff, and treasurer are elected positions for 4-year terms.

County Departments

- Administrator
- Assessor
- Community Services
- Conservation
- County Engineer
- Facility and Support Services
- Health Department
- Human Resources
- Information Technology
- Juvenile Detention Center
- Planning and Development
- Secondary Roads

Boards and Commissions

- Board of Adjustment
- Board of Health
- Civil Service Commission
- Conservation Board
- Emergency Management Commission
- Mental Health Board
- Veteran’s Commission
- Planning & Zoning Commission

Critical Facilities

Critical facilities located within the unincorporated areas include government buildings, pipelines, and pipeline pumping stations. Vulnerable populations include a large senior care facility in Pleasant Valley and the residential areas of Park View and Pleasant Valley. None of Scott County’s assets within unincorporated Scott County are in the floodplain.

Hazard Priorities

Hazards were prioritized not just based on their likelihood of occurring, but also on the damage risk that they present when they do occur. Flooding (flash and river) is a hazard priority due to the county's proximity to numerous creeks, as well as the Mississippi and Wapsipinicon Rivers. The county participates in the National Flood Insurance Program and will continue to do so. Hazards such as thunderstorms and lightning, windstorms, and severe winter storms occur frequently within the county and cause damage and result in additional costs to the county. Public education, promotion of NOAA weather radios, and providing shelters to the community will help reduce the risk to the residents. The unincorporated county’s mitigation actions are listed in Chapter 4 of this plan.

The following table lists all considered natural hazards ranked from highest to lowest score as described in the Hazard Scoring Methodology in this chapter.

2023 Ranked Hazards	
Rank High, Medium, or Low	
HIGH	Flash Flood
HIGH	Human Disease Pandemic
HIGH	Severe Winter Storm
MED	Cyber Terrorism
MED	Drought
MED	Earthquake
MED	Extreme Heat
MED	Grass or Wildland Fire
MED	Railway Transportation Incidents
MED	River Flood
MED	Thunderstorm, Hailstorm, and Lightning
MED	Windstorm/Derecho
LOW	Dam Failure

LOW	Expansive Soils
LOW	Levee Failure
LOW	Public/Civil Disorder/Unrest
LOW	Sinkholes, Land Subsidence, Landslides
LOW	Tornado

2017 Ranked Hazards

Ranked Numerically

- 1 Flash Flood
- 2 River Flood
- 3 Thunderstorm, Lightning, Hail
- 4 Windstorm
- 5 Severe Winter Storm
- 6 Tornado
- 7 Grass and Wildland Fires
- 8 Earthquake
- 9 Drought
- 10 Expansive Soils
- 11 Extreme Heat
- 12 Dams
- 13 Landslide/Sinkhole
- 14 Levee Failure

2023 Ranked Hazards

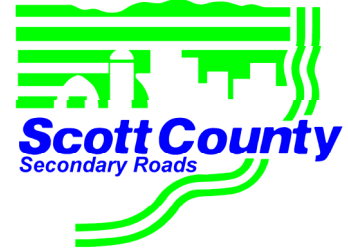
Rank High, Medium, or Low

- | | |
|------|--|
| HIGH | Flash Flood |
| HIGH | Human Disease Pandemic |
| HIGH | Severe Winter Storm |
| MED | Cyber Terrorism |
| MED | Drought |
| MED | Earthquake |
| MED | Extreme Heat |
| MED | Grass or Wildland Fire |
| MED | Railway Transportation Incidents |
| MED | River Flood |
| MED | Thunderstorm, Hailstorm, and Lightning |
| MED | Windstorm/Derecho |
| LOW | Dam Failure |
| LOW | Expansive Soils |
| LOW | Levee Failure |
| LOW | Public/Civil Disorder/Unrest |
| LOW | Sinkholes, Land Subsidence, Landslides |
| LOW | Tornado |

SCOTT COUNTY ENGINEER'S OFFICE

950 E. Blackhawk Trail
Eldridge, Iowa 52748

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



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

SUBJ: Bridge Replacement Project Funding Agreement

DATE: October 3, 2022

This resolution is to approve a funding agreement between Scott County and the Iowa Department of Transportation (Iowa DOT) for a bridge replacement project. This project is located on Valley Drive, over Spencer Creek, approximately 0.2 miles north of Valley Drive.

In April 2021, our department submitted an application, through the office of Congresswoman Miller-Meeks, for a Community Project Funding grant requesting \$600,000 of federal funding, for the above referenced bridge replacement project. In April 2022, we were notified that our project was awarded the Community Project Federal Funding of 80% of the total project cost, not to exceed \$600,000.

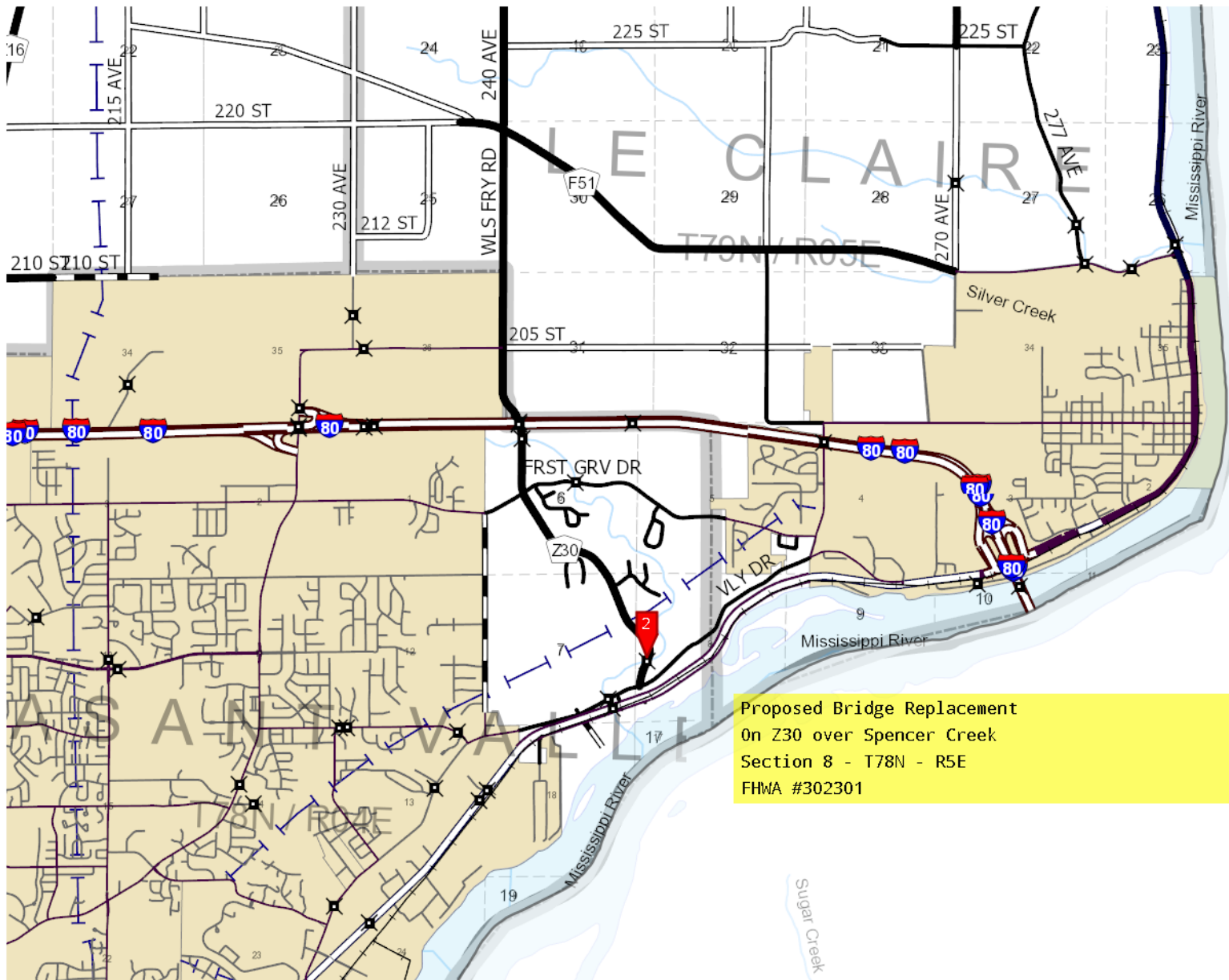
This project is in FY 2024 of our Five-Year Construction Program and is on schedule for a letting in February 2024. Construction project costs will be paid by the Iowa DOT out of our Farm-to-Market account with reimbursement of federal-aid funding through the grant.

I recommend entering into an agreement with the Iowa DOT for financing of this project with federal funds. This project will have Davis-Bacon wages attached to the contract. Included with this memo is a project location map and the funding agreement.

Proposed Bridge Replacement on Z30

Scott - ICEASB Easy Map

3:14 PM, Thu, Mar 10, 2022



Proposed Bridge Replacement
On Z30 over Spencer Creek
Section 8 - T78N - R5E
FHWA #302301



**IOWA DEPARTMENT OF TRANSPORTATION
Federal-aid Agreement for Congressionally Directed Funding**

RECIPIENT: Scott County

Project No.: HDP-C082(59)--6B-82

Iowa DOT Agreement No: 6-22-HDP-024

CFDA No. and Title: 20.205 Highway Planning and Construction

This is an agreement between Scott County, Iowa (hereinafter referred to as the RECIPIENT) and the Iowa Department of Transportation (hereinafter referred to as the DEPARTMENT). Iowa Code Sections 306A.7 and 307.44, provide for the RECIPIENT and the DEPARTMENT to enter into agreements with each other for the purpose of financing transportation improvement projects on streets and highways in Iowa with Federal funds. Federal regulations require all Federal funds to be administered by the DEPARTMENT.

The United States Congress has provided Federal funding for the project described below from Division L of the Consolidated Appropriations Act, 2022, as specified in the table entitled "Community Project Funding / Congressionally Directed Spending" included in the explanatory statement that accompanied this Act.

Pursuant to the terms of this agreement and applicable statutes, the DEPARTMENT agrees to provide the Federal funds named above to the RECIPIENT for the authorized and approved costs for eligible items associated with the project.

Under this agreement, the parties further agree as follows:

1. The RECIPIENT shall be the lead local governmental agency for carrying out the provisions of this agreement.
2. All notices required under this agreement shall be made in writing to the appropriate contact person. The DEPARTMENT's contact person will be the Local Systems Project Development Engineer, Christy VanBuskirk, and the Eastern Region Local Systems Field Engineer, Dillon Feldmann. The RECIPIENT's contact person shall be the Scott County Engineer.
3. The RECIPIENT shall be responsible for the development and completion of the following described project:

Bridge Replacement - Other on Z30, Over SPENCER CREEK, S8 T78 RE5
4. The RECIPIENT shall receive 80% reimbursement for authorized, approved, and eligible project costs from the Federal funds named above.
5. Congress has provided a maximum amount of \$600,000 for this project.
6. The project(s) shall be let for bids by September 30, 2025. If not, this agreement shall become null and void. Claims for reimbursement shall be submitted by August 1, 2030, or the amount not paid will be de-obligated by September 30, 2030.
7. The RECIPIENT shall let the project for bids through the DEPARTMENT.
8. If any part of this agreement is found to be void and unenforceable, the remaining provisions of this agreement shall remain in effect.
9. It is the intent of all parties that no third party beneficiaries be created by this agreement.
10. This agreement and the attached Exhibit 1 constitute the entire agreement between the DEPARTMENT and the RECIPIENT concerning this project. Representations made before the signing of this agreement are not binding, and neither party has relied upon conflicting representations in entering into this agreement. Any change or alteration to the terms of this agreement shall be made in the form of an addendum to this agreement. The addendum shall become effective only upon written approval of the DEPARTMENT and the RECIPIENT.

Scott County:

This agreement was approved by official action of the Scott County Board of Supervisors in official session on the _____ day of _____, _____.

County Auditor

Chair, Board of Supervisors

Iowa Department of Transportation:

Highway Division

By _____
Dillon Feldmann, P.E.
Local Systems Field Engineer
Eastern Region

Date _____, _____

EXHIBIT 1

General Agreement Provisions for use of Federal Highway Funds on Non-primary Projects

Unless otherwise specified in this agreement, the RECIPIENT shall be responsible for the following:

1. General Requirements.

- a. The RECIPIENT shall take the necessary actions to comply with applicable State and Federal laws and regulations. To assist the RECIPIENT, the DEPARTMENT has provided guidance in the Federal-aid Project Development Guide (Guide) and the Instructional Memorandums to Local Public Agencies (I.M.s) that are referenced by the Guide. Both are available on-line at: https://www.iowadot.gov/local_systems/publications/im/lpa_ims.htm. The RECIPIENT shall follow the applicable procedures and guidelines contained in the Guide and I.M.s in effect at the time project activities are conducted.
- b. In accordance with Title VI of the Civil Rights Act of 1964 and associated subsequent nondiscrimination laws, regulations, and executive orders, the RECIPIENT shall not discriminate against any person on the basis of race, color, national origin, sex, age, or disability. In accordance with Iowa Code Chapter 216, the RECIPIENT shall not discriminate against any person on the basis of race, color, creed, age, sex, sexual orientation, gender identity, national origin, religion, pregnancy, or disability. The RECIPIENT agrees to comply with the requirements outlined in [I.M. 1.070](#), Title VI and Nondiscrimination Requirements, which includes the requirement to provide a copy of the Subrecipient's Title VI Plan or Agreement and Standard DOT Title VI Assurances to the Department.
- c. The RECIPIENT shall comply with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973 (Section 504), the associated Code of Federal Regulations (CFR) that implement these laws, and the guidance provided in [I.M. 1.080](#), ADA Requirements. When bicycle and/or pedestrian facilities are constructed, reconstructed, or altered, the RECIPIENT shall make such facilities compliant with the ADA and Section 504, which includes following the requirements set forth in Chapter 12A for sidewalks and Chapter 12B for Bicycle Facilities of the Iowa DOT Design Manual.
- d. To the extent allowable by law, the RECIPIENT agrees to indemnify, defend, and hold the DEPARTMENT harmless from any claim, action or liability arising out of the design, construction, maintenance, placement of traffic control devices, inspection, or use of this project. This agreement to indemnify, defend, and hold harmless applies to all aspects of the DEPARTMENT's application review and approval process, plan and construction reviews, and funding participation.
- e. As required by the 2 CFR 200.501 "Audit Requirements," a non-Federal entity expending \$750,000 or more in Federal awards in a year shall have a single or program-specific audit conducted for that year in accordance with the provision of that part. Auditee responsibilities are addressed in Subpart F of 2 CFR 200. The Federal funds provided by this agreement shall be reported on the appropriate Schedule of Expenditures of Federal Awards (SEFA) using the Catalog of Federal Domestic Assistance (CFDA) number and title as shown on the first page of this agreement. If the RECIPIENT will pay initial project costs and request reimbursement from the DEPARTMENT, the RECIPIENT shall report this project on its SEFA. If the DEPARTMENT will pay initial project costs and then credit those accounts from which initial costs were paid, the DEPARTMENT will report this project on its SEFA. In this case, the RECIPIENT shall not report this project on its SEFA.
- f. The RECIPIENT shall supply the DEPARTMENT with all information required by the Federal Funding Accountability and Transparency Act of 2006 and 2 CFR Part 170.
- g. The RECIPIENT shall comply with the following Disadvantaged Business Enterprise (DBE) requirements:
 - i. The RECIPIENT shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The RECIPIENT shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts.
 - ii. The RECIPIENT shall comply with the requirements of [I.M. 5.010](#), DBE Guidelines.

- iii. The DEPARTMENT's DBE program, as required by 49 CFR Part 26 and as approved by the Federal Highway Administration (FHWA), is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the RECIPIENT of its failure to carry out its approved program, the DEPARTMENT may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).
- h. Termination of funds. Notwithstanding anything in this agreement to the contrary, and subject to the limitations set forth below, the DEPARTMENT shall have the right to terminate this agreement without penalty and without any advance notice as a result of any of the following: 1) The Federal government, legislature or governor fail in the sole opinion of the DEPARTMENT to appropriate funds sufficient to allow the DEPARTMENT to either meet its obligations under this agreement or to operate as required and to fulfill its obligations under this agreement; or 2) If funds are de-appropriated, reduced, not allocated, or receipt of funds is delayed, or if any funds or revenues needed by the DEPARTMENT to make any payment hereunder are insufficient or unavailable for any other reason as determined by the DEPARTMENT in its sole discretion; or 3) If the DEPARTMENT's authorization to conduct its business or engage in activities or operations related to the subject matter of this agreement is withdrawn or materially altered or modified. The DEPARTMENT shall provide the RECIPIENT with written notice of termination pursuant to this section.

2. Programming.

- a. The RECIPIENT shall be responsible for including the project in the appropriate Regional Planning Affiliation (RPA) or Metropolitan Planning Organization (MPO) Transportation Improvement Program (TIP). The RECIPIENT shall also ensure that the appropriate RPA or MPO, through their TIP submittal to the DEPARTMENT, includes the project in the Statewide Transportation Improvement Program (STIP). If the project is not included in the appropriate fiscal year of the STIP, Federal funds cannot be authorized.
- b. Upon receipt of Federal Highway Administration (FHWA) authorization a Federal Award Identification Number (FAIN) will be assigned to this project by the FHWA based on a methodology that incorporates identifying information about the federal award such as the federal funding program code and the federal project number. This FAIN will be used to identify this project and award on the federal government's listing of financial assistance awards consistent with the Federal Funding Accountability and Transparency Act of 2006 (FFATA) at usaspending.gov.
- c. A period of performance for this federal funding award will be established at the time of FHWA authorization. The start date of the period of performance will be the FHWA authorization date. The project end date (PED) will be determined according to the methodology in I.M. 1.200, Federal Funds Management. Costs incurred before the start date or after the PED of the period of performance will not be eligible for reimbursement.

3. Design and Consultant Services

- a. The RECIPIENT shall be responsible for the design of the project, including all necessary plans, specifications, and estimates (PS&E). The project shall be designed in accordance with the design guidelines provided or referenced by the DEPARTMENT in the Guide and applicable I.M.s.

4. Environmental Requirements and other Agreements or Permits.

- a. The RECIPIENT shall take the appropriate actions and prepare the necessary documents to fulfill the FHWA requirements for project environmental studies including historical/cultural reviews and location approval. The RECIPIENT shall complete any mitigation agreed upon in the FHWA approval document. These procedures are set forth in [I.M. 3.020](#), Concept Statement Instructions; [4.020](#), NEPA Process; [4.110](#) Threatened and Endangered Species; and [4.120](#), Cultural Resource Regulations.
- b. If farmland is to be acquired, whether for use as project right-of-way or permanent easement, the RECIPIENT shall follow the procedures in I.M. [4.170](#), Farmland Protection Policy Act.

- c. The RECIPIENT shall obtain project permits and approvals, when necessary, from the Iowa DEPARTMENT of Cultural Affairs (State Historical Society of Iowa; State Historic Preservation Officer), Iowa Department of Natural Resources, U.S. Coast Guard, U.S. Army Corps of Engineers, the DEPARTMENT, or other agencies as required. The RECIPIENT shall follow the procedures in I.M. [4.130](#), 404 Permit Process; [4.140](#), Storm Water Permits; [4.150](#) Iowa DNR Floodplain Permits and Regulations; [4.190](#), Highway Improvements in the Vicinity of Airports or Heliports; and [4.160](#), Asbestos Inspection, Removal, and Notification Requirements.
- d. In all contracts entered into by the RECIPIENT, and all subcontracts, in connection with this project that exceed \$100,000, the RECIPIENT shall comply with the requirements of Section 114 of the Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all their regulations and guidelines. In such contracts, the RECIPIENT shall stipulate that any facility to be utilized in performance of or to benefit from this agreement is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities or is under consideration to be listed.

5. Right-of-Way, Railroads and Utilities.

- a. The RECIPIENT shall acquire the project right-of-way, whether by lease, easement, or fee title, and shall provide relocation assistance benefits and payments in accordance with the procedures set forth in [I.M. 3.600](#), Right-of-Way Acquisition, and the DEPARTMENT's Right of Way Bureau Local Public Agency Manual. The RECIPIENT shall contact the DEPARTMENT for assistance, as necessary, to ensure compliance with the required procedures, even though no Federal funds are used for right-of-way activities. If Federal-aid will not be used in the cost of acquiring right-of-way, acquisition activities may begin prior to FHWA Environmental Concurrence. However, such acquisitions cannot affect the National Environmental Policy Act (NEPA) decision making process.
- b. If a railroad crossing or railroad tracks are within or adjacent to the project limits, the RECIPIENT shall obtain agreements, easements, or permits as needed from the railroad. The RECIPIENT shall follow the procedures in [I.M. 3.670](#), Work on Railroad Right-of-Way and [I.M. 3.680](#), Federal-aid Projects Involving Railroads.
- c. The RECIPIENT shall comply with the Policy for Accommodating Utilities on City and County Federal-aid Highway Right of Way for projects on non-primary Federal-aid highways. For projects connecting to or involving some work inside the right-of-way for a primary highway, the RECIPIENT shall follow the DEPARTMENT's Policy for Accommodating Utilities on Primary Road System. The RECIPIENT should also use the procedures outlined in [I.M. 3.640](#), Utility Accommodation and Coordination, as a guide to coordinating with utilities.

6. Contract Procurement.

The following provisions apply only to projects involving physical construction or improvements to transportation facilities:

- a. The project plans, specifications, and cost estimate (PS&E) shall be prepared and certified by a professional engineer, architect, or landscape architect, as applicable, licensed in the State of Iowa.
- b. For projects let through the DEPARTMENT, the RECIPIENT shall be responsible for the following:
 - i. Prepare and submit the PS&E and other contract documents to the DEPARTMENT for review and approval in accordance with [I.M. 3.700](#), Check and Final Plans and [I.M. 3.500](#), Bridge or Culvert Plans, as applicable.
 - ii. The contract documents shall use the DEPARTMENT's Standard Specifications for Highway and Bridge Construction. Prior to their use in the PS&E, specifications developed by the RECIPIENT for individual construction items shall be approved by the DEPARTMENT.
 - iii. Follow the procedures in [I.M. 5.030](#), Iowa DOT Letting Process, to analyze the bids received, make a decision to either award a contract to the lowest responsive bidder or reject all bids, and if a contract is awarded, and execute the contract documents in Doc Express.

- c. For projects that are let locally by the RECIPIENT, the RECIPIENT shall follow the procedures in [I.M. 5.120](#), Local Letting Process- Federal-aid.
- d. The RECIPIENT shall forward a completed Project Development Certification (Form 730002) to the DEPARTMENT in accordance with [I.M. 5.050](#), Project Development Certification Instructions. The project shall not receive FHWA Authorization for construction or be advertised for bids until after the DEPARTMENT has reviewed and approved the Project Development Certification.
- e. If the RECIPIENT is a city, the RECIPIENT shall comply with the public hearing requirements of the Iowa Code section 26.12.
- f. The RECIPIENT shall not provide the contractor with notice to proceed until after receiving notice in Doc Express that the Iowa DOT has concurred in the contract award.

7. Construction.

- a. A full-time employee of the RECIPIENT shall serve as the person in responsible charge of the construction project. For cities that do not have any full-time employees, the mayor or city clerk will serve as the person in responsible charge, with assistance from the DEPARTMENT.
- b. Traffic control devices, signing, or pavement markings installed within the limits of this project shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways" per 761 IAC Chapter 130. The safety of the general public shall be assured through the use of proper protective measures and devices such as fences, barricades, signs, flood lighting, and warning lights as necessary.
- c. For projects let through the DEPARTMENT, the project shall be constructed under the DEPARTMENT's Standard Specifications for Highway and Bridge Construction and the RECIPIENT shall comply with the procedures and responsibilities for materials testing according to the DEPARTMENT's Materials I.M.s. Available on-line at: <http://www.iowadot.gov/erl/current/IM/navigation/nav.htm>.
- d. For projects let locally, the RECIPIENT shall provide materials testing and certifications as required by the approved specifications.
- e. If the DEPARTMENT provides any materials testing services to the RECIPIENT, the DEPARTMENT will bill the RECIPIENT for such testing services according to its normal policy as per [Materials I.M. 103](#), Inspection Services Provided to Counties, Cities, and Other State Agencies.
- f. The RECIPIENT shall follow the procedures in [I.M. 6.000](#), Construction Inspection, and the DEPARTMENT's Construction Manual, as applicable, for conducting construction inspection activities.

8. Reimbursements.

- a. After costs have been incurred, the RECIPIENT shall submit to the DEPARTMENT periodic itemized claims for reimbursement for eligible project costs. Requests for reimbursement shall be made at least once every six months, but not more than bi-weekly.
- b. To ensure proper accounting of costs, reimbursement requests for costs incurred prior to June 30 shall be submitted to the DEPARTMENT by August 1.
- c. Reimbursement claims shall include a certification that all eligible project costs, for which reimbursement is requested, have been reviewed by an official or governing board of the RECIPIENT, are reasonable and proper, have been paid in full, and were completed in substantial compliance with the terms of this agreement.
- d. Reimbursement claims shall be submitted on forms identified by the Department along with all required supporting documentation. The DEPARTMENT will reimburse the RECIPIENT for properly documented and certified claims for eligible project costs. The DEPARTMENT may withhold up to 5% of the Federal share of construction costs or 5% of the total Federal funds available for the project, whichever is less. Reimbursement will be made either by State warrant or by crediting other accounts from which payment was initially made. If, upon final audit or review, the DEPARTMENT determines the RECIPIENT has been

overpaid, the RECIPIENT shall reimburse the overpaid amount to the DEPARTMENT. After the final audit or review is complete and after the RECIPIENT has provided all required paperwork, the DEPARTMENT will release the Federal funds withheld.

- e. The total funds collected by the RECIPIENT for this project shall not exceed the total project costs. The total funds collected shall include any Federal or State funds received, any special assessments made by the RECIPIENT (exclusive of any associated interest or penalties) pursuant to Iowa Code Chapter 384 (cities) or Chapter 311 (counties), proceeds from the sale of excess right-of-way, and any other revenues generated by the project. The total project costs shall include all costs that can be directly attributed to the project. In the event that the total funds collected by the RECIPIENT do exceed the total project costs, the RECIPIENT shall either:
 - i. In the case of special assessments, refund to the assessed property owners the excess special assessments collected (including interest and penalties associated with the amount of the excess), or
 - ii. Refund to the DEPARTMENT all funds collected in excess of the total project costs (including interest and penalties associated with the amount of the excess) within 60 days of the receipt of any excess funds. In return, the DEPARTMENT will either credit reimbursement billings to the FHWA or credit the appropriate State fund account in the amount of refunds received from the RECIPIENT.

9. Project Close-out.

- a. Within 30 days of completion of construction or other activities authorized by this agreement, the RECIPIENT shall provide written notification to the DEPARTMENT. The RECIPIENT shall follow and request a final audit, in accordance with the procedures in [I.M. 6.110](#), Final Review, Audit, and Close-out Procedures for Federal-aid, Federal-aid Swap, and Farm-to-Market Projects. Failure to comply with the procedures will result in loss of federal funds remaining to be reimbursed and the repayment of funds already reimbursed. The RECIPIENT may be suspended from receiving federal funds on future projects.
- b. For construction projects, the RECIPIENT shall provide a certification by a professional engineer, architect, or landscape architect as applicable, licensed in the State of Iowa, indicating the construction was completed in substantial compliance with the project plans and specifications.
- c. Final reimbursement of Federal funds shall be made only after the DEPARTMENT accepts the project as complete.
- d. The RECIPIENT shall maintain all books, documents, papers, accounting records, reports, and other evidence pertaining to costs incurred for the project. The RECIPIENT shall also make these materials available at all reasonable times for inspection by the DEPARTMENT, FHWA, or any authorized representatives of the Federal Government. Copies of these materials shall be furnished by the RECIPIENT if requested. Such documents shall be retained for at least 3 years from the date of FHWA approval of the final closure document. Upon receipt of FHWA approval of the final closure document, the DEPARTMENT will notify the RECIPIENT of the record retention date.
- e. The RECIPIENT shall maintain, or cause to be maintained, the completed improvement in a manner acceptable to the DEPARTMENT and the FHWA.

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

OCTOBER 13, 2022

APPROVAL OF AGREEMENT FOR USE OF FEDERAL FUNDING FOR BRIDGE
REPLACEMENT PROJECT NO. HDP-C082(59)--6B-82
ON VALLEY DRIVE OVER SPENCER CREEK (S8-T78N-R5E)

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

Section 1. That the federal funding agreement between Scott
County and the Iowa Department of Transportation for Bridge
Replacement Project No. HDP-C082(59)--6B-82 be approved.

Section 2. That the Chairman be authorized to sign the
agreement on behalf of the Board.

Section 3. That this resolution shall take effect
immediately.

Item 10
10/11/22

Water and Wastewater Infrastructure Plan
West Lake Park and Scott County Park



Report
September 9, 2022

SHIVEHATTERY
ARCHITECTURE+ENGINEERING

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1.0 Summary

1.1 General

The purpose of this study is to evaluate and document conditions of the water and wastewater system at West Lake Park and Scott County Park. From a review of existing data, discussions with park staff, and site visits, the condition of the infrastructure is assessed; and based on those findings, potential concepts and budgetary costs for improvements are developed, where needed. The proposed improvements are summarized in a priority list. The priority list is intended to help plan improvements over an implementation horizon, as funding and needs arise.

Budgetary costs were developed for the proposed improvements, which includes the estimated capital cost of each improvement, a 15% contractor markup (for overhead and profit), and a 30% contingency to account for design scope which has not been fully defined; unknown subsurface conditions; variability in the bidding market; changing labor rates; and material cost volatility.

1.2 West Lake Park

West Lake Park sewer utilities encompasses a collection system and new WWTP serving a portion of the park; and five separate septic systems serving other portions of the park. The water system includes three wells and two distribution systems, plus several pressure tanks and yard/RV hydrants. Some infrastructure has been upgraded within the last 10 years, as an example the WWTP was completed in 2019, but most of the infrastructure is 40-plus years old.

Below is a summary of the proposed improvements along with their priority, as co-developed with Scott County Conservation staff. Items shaded in blue are proposed for the American Recovery and Reinvestment Act (ARRA) funding. In general, the top priorities were selected for approximately \$1 million of improvements at the park. The budgetary cost for the highlighted items total to more than \$1 million. Depending on funding that is available, not all highlighted items may be completed, or projects may be reprioritized. Project(s) will be bid with alternates to allow scope reduction, if needed based on actual bid prices.

Item	Name	Age/Condition	Improvement	Improvement Budgetary Cost
Wastewater				
1	Park Terrace Collection System	~50 Years/Fair-to-Poor	Replace original sewer and manholes; Televis for other sources of I&I, repair defects found	\$200,000
2	Main Collection System	40+ Years/Good	Rehabilitate lines with visual defects (two locations)	\$65,000
3	Summit Campground	40 Years / Poor	Connect to sewer system/WWTP	\$390,000
4			Convert to Full Service	\$290,000
5	Administration Office Septic System	40+ Years/Poor	Replace septic system	\$14,000

Item	Name	Age/Condition	Improvement	Improvement Budgetary Cost
6	Maintenance Shop Septic System	40 Years / Fair	Replace septic system	\$14,000
7	Rolling Hills Septic System	35 Years/Fair	Connect to sewer system/WWTP	\$15,000
8	Summit Cabins Septic	6 Years/Good	Connect to sewer system/WWTP	\$40,000
Water				
1	Summit Campground	~20 Years/Good-to-Fair	Replace, if Summit is converted to full service.	\$190,000
2	IDNR Recommendations	-	Drawdown gauges at Summit and Park Terrace Wells	\$2,000
3	Summit and Rolling Hills Wells	40 Years/Fair	Potential to connect Iowa American Water	\$140,000
4	Park Terrace Well	~20 Years/Fair	Potential to connect to Iowa American Water	\$60,000

1.3 Scott County Park

Scott County Park water and wastewater system is a decentralized system with infrastructure more-or-less dedicated to individual campgrounds, public use facilities, and park staff facilities. Overall, the wastewater system includes 19 septic systems; two lift stations with connection to Park View Water & Sanitary System; and a lagoon system. The water system includes 14 wells and associated distribution systems with pressure tanks, hydrants, and service connections. The water and wastewater infrastructure of the park is in varying condition, with infrastructure age ranging from new (installed in 2021) to 50-plus years old (service since the mid 1960's).

Similar to West Lake discussed above, the proposed improvements are summarized and listed in priority that was co-developed with Scott County Conservation staff. Shaded items are the highest priorities and proposed for \$1 million of ARRA funding at the park. Budgetary cost for the shaded list is greater the \$1 million, as such, not all shaded items may be completed, or projects may be re-prioritized depending on available funding.

Item	Name	Age/Condition	Improvement	Improvement Budgetary Cost
Wastewater				
1	Pool	Unknown/Poor	Replace lagoon w/ permitted treatment unit	\$500,000

Item	Name	Age/Condition	Improvement	Improvement Budgetary Cost
2	Incahias Campground	45 Years / Poor	Connect to Woodside Lift Station	\$40,000
3			Convert to full service	\$430,000
4	Pine Grove	~50 Years / Poor	Replace Restroom/Shower House Septic w/ Filter	\$50,000
5	Sac Fox	~50-Years/Fair Condition	Replace West Restroom /Shower House Septic	\$20,000
6	Bald Eagle	18-Years/Good	Replace valves at lift station and along force main	\$5,000
7	Buffalo Bill Cody Homestead	Unknown/Poor	Replace Septic	\$20,000
8	Pioneer Village	Unknown/Good-to-Fair	Permit grey water discharge, add absorption field	\$6,000
9	West Residence	Unknown/Poor	Replace septic system	\$14,000
10	Glynn's Creek Golf Course	Unknown/Good-to-Fair	Add grease trap	\$8,000
11	Golf Maintenance Shop	Unknown/Good	Add oil-water separator	\$8,000
Water				
1	Incahias Campground	~45 Years/Fair	Connect to Woodside	\$20,000
2			Replace distribution system, if converted to full service	\$200,000
3	West Residence	Unknown/Poor	New well	\$50,000
4	IDNR Recommendations	-	Drawdown gauges and flow meters	\$10,000
5	Replace wells, when and as needed.	1 Year to ~58 Years / Fair-to-Good	New wells or connect to PVW&SD	\$1.8 to \$2.4 million

2.0 West Lake Park

2.1 General

West Lake Park sewer utilities encompasses a collection system and new WWTP serving a portion of the park; and five separate septic systems serving other portions of the park. The water system includes three wells and two distribution systems, plus several pressure tanks and yard/RV hydrants. Some infrastructure has been upgraded within the last 10 years, as an example the WWTP was completed in 2019, but most of the infrastructure is 40-plus years old.

2.2 Wastewater System

2.2.1 Park Terrace Collection System

Park Terrace is a full-service campground. A portion of the campground's collection system pre-dates West Lake Park and originally served a mobile home park. The mobile home park and sewer system was integrated into West Lake Park when West Lake was constructed in the 1970's. There is limited data about this portion of the system, other than the laterals to the camp sites were replaced with PVC pipe. This area is reported to have noticeable infiltration and inflow (I&I), which was the driver for the lateral replacement.

Although some of the laterals were replaced, connections were made outside of the manholes. Indications are the manholes and lateral connections remain original, and could be sources of I&I.

From historic records, most sanitary sewers original to the park are clay pipe (VCP), which was common for the era. As such, it is assumed the original collection system at Park Terrace is also VCP. VCP can provide long service life, as evidenced at West Lake Park (approaching 50 years). However, it is susceptible to cracking, root invasion, and due to limited pipe length, many joints that can be sources of leaks.

Considering the above, it is proposed to replace the original sewer main (approximately 500 linear feet), and 5 manholes, including new connections to the PVC laterals. Sources of I&I can be difficult to locate, so the budgetary cost includes televising approximately 2,200 linear feet of sewer as well as an allowance of \$25,000 to repair defects, if found.

Park Terrace was expanded in 1995 with additional full-service camp sites and a PVC collection pipes tied into the original system. It is thought this portion of the system is not a significant source of I&I.

2.2.2 Main Collection System

Overall, the collection system at West Lake is considered in **good condition**. However, there are two areas noted as potential issues based on video exploration, both are at Lake of the Hills. These areas are not leaking but are areas of concern due to visual cracking/deficiency in the pipe.

- Location 1: In a 535-foot run of 8-inch pipe under Lake of the Hills between Manhole 12 and Manhole 17. From the original design drawings, this segment includes a run of ductile iron pipe under the lake, with runs of VCP at the manholes. One of the VCP pipe runs had visual deficiency near a manhole.
- Location 2: A 400-foot run of 16-inch pipe crossing under I-280 between Manhole 4 and Manhole 6. From original design drawings, the pipe is cast iron. A deficiency in the pipe was noticed near the downstream manhole.

As previously mentioned, the pipes are not known to be leaking, but because of their location, are candidates for rehabilitation. Repair of the two pipe segments consider cured-in-place liner of the pipe runs between the manholes. The budgetary cost of doing so is as follows:

- Location 1: \$25,000
- Location 2: \$40,000

2.2.3 Summit Campground

Summit Campground wastewater system consists of two 1,500-gallon septic tanks with 3,300 square feet of absorption trenches. This septic system services the restroom/shower house, dump station, and camp host site. The wastewater system is approximately 40 years old (constructed in 1981). In recent years, the absorption field has been prone to plugging. It is considered in **poor condition**.

In addition to age, original design documents indicate that the absorption field is in an area with questionable soils, as several of the test holes were noted as failed (as being acceptable). However, the original design provided laterals in areas with acceptable test results.

With today's standards, there would be more scrutiny of the acceptability of the soils for an absorption field, a replacement field would be larger than existing, and the capacity would trigger permitting review as a public system through IDNR.

West Lake Park WWTP has the capacity to accept the estimated flows and loadings from Summit Campground. From a preliminary evaluation, it appears Summit Campground could be connected via gravity sewer to the existing collection system at Manhole 9. In general, routing would require approximately 3,000 linear feet of gravity sewer and 7 manholes. Additionally, Manhole 10, and potentially Manhole 9, would be replaced due to their shallow depth (Manhole 10 is 6-feet deep). From Manhole 9, the terrain (and sewer) falls at a fairly steep slope to Manhole 7, which is about 19-feet deep.

In addition to replacement of the septic system, this concept provides:

- Capacity for converting Summit Campground to full service (addition of sanitary sewer at each RV camp site).
- Conveyance capacity and routing to allow other septic based sewer systems to be connected to the WWTP, when the time for replacement is needed. Such includes Summit Cabins and Rolling Hills Shelter. These are discussed in each of their respective sections.
- Conveyance and route for managing sanitary sewer at the planned lodge (near Gate 1). Because of the elevation and terrain of the camp site, a grinder lift station and force main will be needed to connect the new lodge to the proposed sanitary sewer conveyance.

Budgetary Cost for improvements Summit Campground septic system:

Item	Budgetary Cost
Sewer Connection and Conveyance	\$390,000
Full-Service RV Sites	\$290,000
Total	\$680,000

2.2.4 Administration Office and Maintenance Office

The Administration Office and Maintenance Shop are each served by septic systems. Records of the Administration Office septic system are limited, but it is thought to have been constructed in the 1970's. It is considered in **poor condition** due to age, as well as plugging and maintenance issues, particularly of late. The septic system serving the Maintenance Shop is considered to be in **fair condition**. It was constructed in 1979 and has had some maintenance issues.

The Administration Office septic systems typically serves four (4) full time employees, whereas the Maintenance Shop system services six (6) full-time and up to sixteen (16) seasonal staff. Seasonal staff at the Maintenance Shop are typical working out in the park, and are not officed full time in the shop.

At both locations, the capacity and size of the septic systems are in line with systems that would serve a 3-to-4 room residential house and lend themselves to review by the County Health Department. Budgetary cost for replacement of the systems (septic tank, distribution box, and laterals/absorption field) is on the order of \$14,000, each.

An alternative to septic system replacement would be package type grinder pump station for each building and a shared forced main to connect them to the existing sanitary sewer collection system at Park Terrace Camp Site, and hence connection to the WWTP. Routing of the force main would require approximately 1,300 linear feet of pipe. The force main routing would be in proximity to the Park Terrace well. For a public well, separation distance of 75-feet is required by IDNR. If this separation distance cannot reasonably be achieved, an alternative involves using approximately 150-feet of casing pipe for the force main while it is in the vicinity of the well. In any event, budgetary cost for this concept is on the order of \$74,000.

Replacement of the septic system(s) at the Administration Office and Maintenance Shop is the cost-effective option, as compared to a connection to the sanitary collection system and WWTP.

2.2.5 Rolling Hills Shelter

Rolling Hills Shelter is a 200-person capacity shelter located Southeast of Summit Campground. Maintenance staff at Scott County Conservation did not indicate problems with its existing septic system, which consists of a 1,500-gallon septic tank and 1,800 square feet of absorption trenches. However, the system is relatively old with a construction date of 1987. It is considered to be in **fair condition**.

When the time comes to replace the septic system, it would be a candidate for connecting to the sanitary sewer system and the WWTP. Assuming the sewer extension serving Summit Campground is in-place (or being constructed), Rolling Hills could be connected by a modest run of gravity pipe (approximately 150 linear feet). Budgetary cost for this connection is on the order of \$15,000.

2.2.6 Summit Cabins

Summit Cabins share a septic system consisting of a 2,000-gallon septic tank and 2,175 square feet of absorption trenches. This septic system was permitted in 2016 and is considered to be in **good condition**.

Like Rolling Hills, Summit Cabins are candidates for connecting to the WWTP when the time comes for replacement of the septic system. This assumes the sewer collection system has been extended to serve Summit Campground. However, the terrain and Cabins are at a lower elevation and would likely require a lift station and force main to connect to the sewer system. For this

concept, a package grinder lift station and approximately 450 linear feet of force main would be shared by both cabins. Budgetary cost for this alternative is on the order of \$40,000.

2.2.7 Wastewater Treatment Plant

West Lake WWTP was completed in 2019. It's permitted capacity is 20,000 gpd, with a loading of 35 pound per day (ppd) of BOD, 8 ppd TSS, and 13 ppd TKN, all on an average wet weather basis. On a max day basis, the plant is permitted for 39,000 gpd, 41 ppd, 8 ppd, and 15 ppd BOD, TSS, and TKN, respectively. The WWTP is in **good condition**.

2.3 Water System

2.3.1 Summit Campground Distribution System

Summit Campground water distribution system is primarily 1-1/4-inch to 1-inch piping built in the early 1990's. It serves the RV sites and restroom/shower house and considered to be in **fair-to-good condition**, but:

- The system is primarily PVC pipe, including the service lines to the hydrants at each RV site. These are prone to breaking the water mains if the service hydrant is hit.
- There is limited isolation in the system, requiring the whole campground to be shut-off from water in the event of a break.
- If Summit Campground is converted to full service, replacement of the water distribution system could be worthwhile during that construction.

Budgetary cost for the water distribution replacement is on the order of \$200,000.

2.3.2 Summit, Rolling Hills, and Park Terrace Wells

West Lake Park water is sourced from three wells:

- The northern area, including Summit Campground, Rolling Hills Shelter, Summit Cabins, the beach house, Lakeview Shelter, and the boat ramp are serviced by Summit Well and Rolling Hills Well. These two wells are connected at the Summit Well House to serve the area. From Geosam data, Summit Well was drilled in 1981 to a depth of 444 feet and has a yield of 30 gpm. There is limited available data on the Rolling Hills well, other than it was drilled to 497 feet. The exact year of construction is unknown, but it is reported to be older than Summit Well.

At Summit Well house, there is a 1,100-gallon pressure tank, controls for the wells, and a water softener dedicated to Summit Cabins.

- The southern area, including Park Terrace Campground, the Administration Office, Maintenance Shop, High Meadows Shelter, and a hydrant at Arrowhead Shelter receive their water supply from the Park Terrace Well. Per the drilling logs (Geosam records), the well was constructed in 2003, has a depth of 480 feet, and yields 90 gpm. The well is cased to 480 feet with 304 feet of 8-inch PVC casing and 180 feet of 6-inch PVC casing.

Parke Terrace well has a 1,100-gallon pressure tank and controls located in the wellhouse. In addition, pressure tanks are located at High Meadows, Park Terrace, and the maintenance shop. There is a water softener in the Administration Building.

Well Name	Distribution Network	Year Drilled	Year Pump Installed	Reported Pump Rate (gpm)
Summit Well	Summit Campground, Rolling Hills Shelter, summit Cabins, Beach House, Lakeview Shelter, Boat Ramp	1981	1994	28
Rolling Hills Well		Unknown	2002	33
Park Terrace Well	Park Terrace Campground, Administration Office, Maintenance Shop, High Meadows Shelter, Arrowhead Shelter	2003	2004	40

Based on available information, including discussion with park staff, the well maintenance provider (Johnson H2O), and the 2019 IDNR Sanitary Survey, the wells are considered to be in **good-to-fair condition**.

IDNR did recommended drawdown gauges for the wells. It appears Johnson H2O measures static and pump water levels as part of maintenance, but drawdown gauges could be added when other maintenance is ongoing for \$1,000 or less.

In general, a properly maintained and protected well should have a service life of 50 to 100 years, although there are host of factors that impact the service life. Pump service life should be around 20 to 30 years, depending on use and other factors. Due to well condition or water quality, well replacement would include:

- Abandoning and plugging the old well
- Drilling, developing, and completing a new well.
- Connecting the new well to existing well house or distribution systems.

Assuming similar size wells as are at the park now and locating the well in reasonable proximity to the existing well houses, budgetary cost for replacing the wells, when needed, is on the order of \$170,000 per well.

Iowa American Water

Should a well become compromised, or potentially to reduce maintenance and operation items, an alternative for the wells is a connection to Iowa American Water for source water. This potential was discussed with Iowa American Water and they have indicated interest in serving West Lake Park:

- Iowa American Water has an existing 12-inch water main along 110th Avenue.
- They were open to two meter connections, one for the northern area (replaces Summit and Rolling Hills wells) and one for the southern area (replaces Park Terrace Well).
- Iowa American Water would provide service taps and meters at each location and consider each a long, private service lines.

- Scott County Conservation would provide piping to connect to the meters and maintain ownership and responsibility of the water distribution system inside the park.

For this alternative, we assumed 2-inch service meters as well as backflow preventers in an above ground, freeze protected box, at each location. From the meters, 3-inch water main would be routed to the existing water distribution systems. As a concept, one meter would be at Gate 1 and the other meter at Gate 4.

Capital cost for connection to Iowa American Water would be on the order of:

Item	Budgetary Cost
Gate 1 Connection	\$140,000
Gate 4 Connection	\$60,000
Total	\$200,000

The cost is driven in large part by the length of water main to connect from 110th Avenue to the existing distribution systems. If other improvements are made, such as upgrading the Summit Campground water distribution system and/or connecting to the planned lodge near Windy Knoll/Gate 1, such improvements could anticipate a potential connection to Iowa American Water to gain some economies of scale.

With this alternative, there will be monthly service fees. At 2021 rates, there is a monthly service fee of \$111.90 for each 2-inch meter plus rates for water usage in tiers. From well production records, monthly water usage can range from a few thousand gallons per month in the off-season, to as much as 250,000 gallons per month during the summer. Overall, the average water usage is around 125,000 gallons per month.

Based on current rates and recent water usage, the annual water cost would be on the order of \$10,000, including meter service charge, water usage, and water excise charge.

3.0 Scott County Park

3.1. General

Scott County Park water and wastewater system is decentralized system with infrastructure more-or-less dedicated to individual campgrounds, public use facilities, and park staff facilities. Overall, the wastewater system includes 19 septic systems; two lift stations with connection to Park View Water & Sanitary System; and a lagoon system. The water system includes 14 wells and associated distribution systems with pressure tanks, hydrants, and service connections. The water and wastewater infrastructure of the park is in varying condition, with infrastructure age ranging from new (installed in 2021) to 50-plus years old (service since the mid 1960's).

In addition to Scott County Park, Buffalo Bill Cody Homestead is included in the evaluation.

3.2 Wastewater System

3.2.1 Pool

The pool's sanitary sewer flows to a lagoon system located approximately 350 feet to the Northeast. The lagoon is in **poor condition and essentially has failed**. It contains mounds of pool filter media (or other material); as well as trees and other plant life is actively growing in the lagoon and along the berms. During high loadings, it is reported water spills over the berm. The lagoon discharges into the nearby forest area. Permit records for the lagoon or associated discharge could not be found.

Based on Iowa criteria, design usage for pools is 13 gpd per guest. The number of pool visitors per day varies, and overall, is unknown. An estimate of design equivalent is based on parking spaces. Assuming 3 guests per parking space, the design equivalent is 534 people, and the design flow would be approximately 7,000 gpd. This flow assumes sanitary sewer flows from bathrooms, sinks and showers, not pool filter backwash, pool drainage, etc.

The pool sanitary sewer system is considered a public system. The lagoon could be upgraded, but such would require conversion to a 2 cell, aerated lagoon to meet IDNR standards, which limits this alternative. There is a fair amount of green space around the pool for a septic system, which may be viable depending on soil conditions. However, a fairly large absorption field would be needed. Another alternative would be an aerobic treatment system (ATS). Such would provide treatment, allowing for a condensed absorption field for disposal and/or surface discharge. For budgeting, a treatment system is considered, including primary treatment, secondary reactors, and UV disinfection. Budgetary cost for providing sanitary sewer treatment at the pool is \$500,000.

3.2.2 Incahias Campground

Incahias Campground has 50 sites (including host) with electrical and water service, restroom/shower house, and a dump station.

The wastewater system consists of two septic systems, one serving the shower house and one serving the dump station. The system serving the restroom/shower house includes a 1,500-gallon septic tank, distribution box and approximately 1,300 square feet of absorption trenches. The systems were constructed about 45 years ago (1977) and in the past several years, both have shown signs of failure including ground saturation and plugging. Because of this, along with the septic field's age, they are considered in **poor condition**.

Incahias is in close proximity to the recently completed Woodside Campground. Woodside sanitary sewer is pumped to the Park View Water & Sanitary District for treatment. Given the

proximity of Incahias, to Woodside, connection to the recently completed lift station and hence to Park View Water & Sanitary District is an alternative. As a base option, the septic field serving the restroom/shower house could be connected to the Woodside Campground lift station via gravity sewer. This would require approximately 200 feet of gravity sewer and one manhole. Re-piping and excavation of some of the existing septic system would also be needed.

However, connection to Woodside lift station and Park View Water & Sanitary District would also provide capacity for converting Incahias to full service camp sites. The Woodside lift station is a duplex lift station rated for 50 gpm. With Woodside (45 camp sites) and Incahias (50 camp sites) connected, the estimated design flow is approximately 14,000 gallons per day (equivalent to 145 gallon per day per campsite). The lift station has capacity to pump this flow in approximately 4.5 hours, which may be needed during peak usage.

For the preliminary concept of converting to full service, approximately 3,400 feet of gravity sewer and some 8 manholes would be provided along with services at each camp site.

Item	Budgetary Cost
Sewer Connection and Conveyance	\$40,000
Full-Service RV Sites	\$430,000
Total	\$470,000

The above alternatives are focused on the restroom/shower house and RV camp sites. The terrain at Incahias has the existing dump station septic system on a downhill gradient from the remaining campground as well as on the other side of a solar panel field. The system is prone to ground saturation and considered in **poor condition**. The system could be replaced with a tie-in to Woodside; however, there is interest in upgrading Incahias to full service. With full service, the need for replacing the dump station may be negated.

3.2.3 Pine Grove

The Pine Grove Campground, which consists of 41 campsites (including host site), two cabins, and a dump station, is served by three septic systems.

Restrooms/Show House Septic System

The system that serves the restroom/shower house is in a wooded area, which raises concerns about actual performance, absorption field capacity, and effluent quality. There is little available information on this system, but assumed to be installed in early 1970's. Because of the age and location of the absorption field, the septic system is considered in **poor condition**.

Assuming a design loading rate of 35 gpd per campsite, the replacement system would be a minimum of 1,435 gpd (for design, it would be rounded upwards to 1,500 gpd). This capacity is below the threshold for a public system; and therefore, could fall within Scott County Health Department review and approval. The replacement system would need to be located to maintain at least 200 feet set back from the existing well.

The site is relatively constrained with the existing campground layout, location of the restroom/shower house, wooded area and setback distances for the well. As such, a concept is to locate the treatment to the south (across the entrance road) provide a manufacturer filtered, such as coco-based filters, to provide a media for treatment (in lieu of the soil) and help limit the

footprint for treatment. From the filters, treated water would be dispersed below the filters and absorption trenches for disposal. The manufactured filter system would include an equalization tank, dosing pumps, coco-filters (or similar) with polyethylene covers. Budgetary cost for replacing the septic system is \$50,000.

Dump Station Septic System

The dump station is served by a septic tank and absorption field. The original date of the system is unknown, but the absorption field was expanded in 1978 to include a total of 648 square feet of absorption trench. From permit information, the field is located in a grass area between the dump station gravel drive and the paved road. However, from the site visit, there appears to be a septic tank south of the dump station, which does not show on the permit information (from 1978). It is considered to be in **fair-to-good condition**.

Cabins Septic System

Pine Grove Cabins includes two (2) cabins located Northeast of Pine Grove Campground. The septic system for the cabins was permitted in 2004 and includes two 1,300-gallon septic tanks (one for each cabin) and a 960-square foot sand filter (serves both cabins). The system is considered to be in **good condition**.

Alternative Concept

An alternative to the above is to provide grinder-type lift stations(s) to serve the restroom and dump station with a common force main to convey flow to the proposed treatment unit at the pool. When needed, the cabins could also be connected to the conveyance system.

For this concept, two grinder-type lift stations (one for the restroom and one for the dump station) as well as approximately 1,700 linear feet of force main would be routed from Pine Grove to the pool. Order of magnitude cost for the conveyance system is \$120,000, plus an allowance of \$65,000 for upsizing the proposed treatment unit at the pool. As such, this alternative would require an investment over replacing the septic systems.

3.2.4 Sac Fox Campground

Sac Fox campground has 34 camp sites (including host) and two restrooms/shower houses.

West Restroom/Shower House.

There is little information available on the septic system serving the original restroom facility at Sac Fox. The age of the system is unknown, but thought to be early 70's vintage. From site visits and review of aerial photographs, the system includes a septic tank (of unknown capacity), distribution box, and absorption field of 4 or 5 laterals approximately 100-feet long.

The system was on the park staff of priorities, mainly because of the unknowns associated with the system. It is considered to be in **fair condition**.

Assuming the east restroom/shower house serves half the campground at a usage rate of 35 gpd per site, the design flow would be 1,000 gpd. This capacity is below the threshold for a public system; and therefore, could fall with Scott County Health Department review and approval. Budgetary cost for replacing the septic system, including new septic tank, distribution box, and absorption field, is \$20,000.

East Restroom/Shower House

The east restroom/shower house was constructed in the early 1990's with a septic system, including 1,500 gallon septic tank and approximately 500 feet of lateral runs (of unknown width). This septic system was not reported to be a maintenance issue and is considered in **good condition**.

3.2.5 Bald Eagle

Bald Eagle Campground was constructed in 1994 and includes 54 full-service camp sites (including host), restroom/shower house, dump station, and two cabins. Sanitary sewer is conveyed to a lift station that pumps the flow to Park View Water & Sanitary District for treatment and disposal. The sanitary sewer system is in **good condition**.

A maintenance issue is the valves associated with the lift station and force main connecting Bald Eagle to Park View Water & Sanitary District. Replacement of the isolation valves, check valves, and air release valves is on the order of \$5,000

3.2.6 Buffalo Bill Cody Homestead

Park staff indicates the absorption fields are 90-feet away from the well, which does not meet set back requirements. Additionally, a portion of the system is below the garage and driveway. Further, only one absorption field is functional. It is considered to be in **poor condition**. There is little available information on the existing septic system serving the Cody home, but a budgetary cost of \$20,000 is assumed to cover a new septic system.

3.2.7 Pioneer Village

Pioneer Village sanitary sewer is from the restroom building, which is connected to a septic system. Constructed in 1991, the septic system includes a 1,500-gallon septic tank and 1,200 square feet of absorption trenches. No issues were reported with the septic system, and considering its age, is considered in **good-to-fair condition**.

A separate, cistern tank serves the ice cream shop, which is grey water from a dishwasher and sink. There are no construction documents or other information readily available, but it is assumed the tank drains to Glynn Creek.

The ice cream shop drain should be to a permitted system. Considering relatively low volume, and grey water, it seems this would be a candidate for permitting through the County Health Department. In concept, the cistern tank would be re-used, but a distribution box and absorption trenches would be added for permitting. Design flow to the system is estimated to be 300 gpd, assuming 4 hours of sink usage and 4 dishwasher cycles per day. The budgetary cost of this system is on the order of \$6,000.

3.2.8 West Residence

There is little available information on the existing septic system serving the West Residence. From discussion with park staff, the age and configuration of the system is unknown, but there is a concern with the proximity of the absorption field to the wetlands in the area. As such, it is considered to be in **poor condition**. Conceptually the septic system could be replaced, and assuming a residential type of system, budgetary cost is on the order \$14,000

3.2.9 Glynn's Creek Golf Course Clubhouse

The septic system at Glynn's Creek Golf Course Clubhouse is in **good-to-fair condition**. The first septic system at the clubhouse failed, so a sand filter was installed. Over time, grease has been a problem for the septic system. This is likely due to lack of a grease trap, or lack of maintaining a grease trap, for the small kitchen and food service provided at the clubhouse.

Assuming a grease trap is needed, budgetary cost is on the order of \$8,000.

3.2.10 Golf Maintenance Building

Similar to the Maintenance shop, golf maintenance has a small restroom for employees. The septic system is thought to be 25 to 30 years old. Park staff did not report issues with the system, and it is considered to be in **good condition**.

Although it is thought that septic system only serves the restroom, there is concern with oil or similar material entering the septic system. As such, a oil-water separator is considered. Capital cost is on the order of \$8,000

3.2.11 Maintenance Shop

Maintenance shop includes a small restroom for park employees that is connected to a septic system. Little information is available on the septic system, but park staff report the system is not a maintenance issue, has an oil-water separator, and is considered to be in **good condition**.

3.2.12 Pioneer Village Office / North Residence

There is little available information on the existing septic system serving the North Residence house. From discussion with park staff, it is a new system and not a maintenance issue. As such, it is considered to be in **good condition**.

3.2.13 Wilderness Campground

Wilderness Campground has 65 rustic camp sites (including the host site) along with a restroom/shower house. The septic system serving the restroom/shower house was permitted in 1990 and includes a 1,500-gallon septic tank and 1,575 square feet of absorption trenches. The septic system was reported in **good condition**.

3.2.14 Entrance Building

The Entrance Building has one bathroom for park staff use. The building is served by a septic system constructed in 1991 that includes a 1,000-gallon septic tank and 450 square feet of absorption trench. The system was reported to be low use with no issues and in **good condition**.

3.2.15 Buffalo Bill Shelter

Buffalo Bill shelter has a capacity for up to 200 guests. A restroom facility and associated septic system were constructed in 1999. The septic system includes a 1,500-gallon septic tank, and approximately a 770-square-foot sand filter. No issues were reported with the septic system, and it is in **good condition**.

3.2.16 Whispering Pine Shelter

This enclosed shelter has a capacity for up to 200 guests and includes restroom facility connected to a septic system. The restroom and associated septic system were constructed in 2006. The septic system includes a 1,000-gallon septic tank, an 880-square-foot sand filter, and approximately 130-foot long rock absorption trench. No issues were reported with the septic system, and it is in **good condition**.

3.2.17 Ranger House

The septic system serving the house was upgraded/replaced in 2019. The system includes a 1,500-gallon septic tank, a 1,300 gallon septic tank, and 975 square feet of absorption trench. The septic system is in **good condition**.

3.2.18 Nature Center

The nature Center includes a small kitchen and two individual restrooms. A new septic system was permitted in 2021, including a 1,500-gallon septic tank and 1,245 square-feet of absorption trench. The sanitary sewer system is in **good condition**.

3.2.19 Woodside Campground

Woodside is the newest campground to the park, completed in 2021. The campground has 45 full-service camp sites (including host) as well as a restroom/shower house. Sanitary sewer is conveyed to a lift station and pumped to Park View Water & Sanitary District for treatment and disposal. The sanitary sewer system is in **good condition**.

3.3 Water System

3.3.1 Wells

Based on information obtained from Geosam and Johnson H2O, below is a summary of the wells at Scott County Park:

Well Name	Distribution Network	Year Drilled	Year Pump Installed	Reported Pump Rate (gpm)
Bald Eagle Well	Bald Eagle Campsites, Bald Eagle Restrooms, Bald Eagle Cabins	2003	2003	55
Incahias Well	Incahias Campsites, Incahias Restroom	1977	2009	25
Maintenance Building Well	Maintenance Building, Golf Clubhouse, Golf Maintenance Shop	1979	2009	55
Nature Center Well	Nature Center, Pioneer Village	1979	1994	55
Pine Grove Well	Pine Grove Cabins, Pine Grove Restrooms	1964	1994	28
Pool Well	Pool, Pool bathhouse, Buffalo Bill Shelter, Indian Hills Shelter	1971	2006	150
Sac Fox Well	Sac Fox Restroom	1964	2008	33
Wilderness Well	Wilderness Restroom, Wilderness Campsites	1987	Unknown	Unknown
Whispering Pines Well	Whispering Pines Picnic Shelter Restroom	1964	2006	25

Woodside Well	Woodside Campsites, Woodside Restroom	2021	2021	65
Cody Home Well	Cody Home	Unknown	Unknown	Unknown
North Residence Well	North Residence	Unknown	Unknown	Unknown
Ranger House Well	Ranger House, Entrance Building	Unknown	Unknown	Unknown
West Residence Well	West Residence	Unknown	Unknown	Unknown

From discussions with park staff and Johnson H2O as well as review of the available IDNR sanitary surveys, there are no known major issues with the wells. However, IDNR did make some recommendations for the wells:

- Bald Eagle: Addition of drawdown gauge was recommended.
- Incahias: Addition of a drawdown gauge, an isolation gate valve, and a check valve were recommended.
- Nature Center: Addition of a drawdown gauge and a flow meter were recommended.
- Pine Grove: Addition of a drawdown gauge and a flow meter were recommended. Also, it was recommended the “casing” extend a minimum of 18-inches above the finished ground surface.
- Pool Well: Addition of a drawdown gauge and a flow meter were recommended.
- Whispering Pines: Addition of a drawdown gauge and a flow meter were recommended.
- Wilderness Well: Addition of a drawdown gauge and a flow meter were recommended.

Johnson H2O reported static and drawdown water levels of several wells; as such, it seems they check water levels as part of maintenance. However, a drawdown gauge could be added to each well. If done with other ongoing maintenance, such would be \$1,000 or less (per well).

Flow meters could also be added to the wells to record flow. For the pool well, which is located inside, the meter could be installed with modification of existing pipes. For the other wells, which are located outside, a manhole/meter box and meter would be needed for the pipe connecting the well to the facilities; or the meter could potentially be installed the restroom/shower houses (if the well is dedicated to only serving that facility).

Regarding the Pine Grove Well, it has a pitless unit extended above grade. It is not clear the reference measurement, but if the pitless unit vent is not 18-inches above grade, it seems some slight regrading could be in order.

For the above, \$10,000 is budgeted to cover the items.

For Incahias Well, see discussion in the Incahais Water System Section.

As mentioned under West Lake Park - a properly maintained and protected well should have a service life of 50 to 100 years, although there are host of factors that impact the service life. Pump service life should be around 20 to 30 years, depending on use and other factors. Due to well condition or water quality, well replacement would include:

- Abandoning and plugging the old well
- Drilling, developing, and completing a new well.
- Connecting the new well to facilities being served.

Assuming similar size well as are at the park now and locating the well in reasonable proximity to facilities being served, budgetary cost for the above is on the order of \$170,000 per well. However, a resident well, such as serving the West Resident or Pioneer Village Office would be on the order of \$50,000.

3.3.2 Incahias Water System

Incahias well services the Incahias Campground drinking water system, which consists of service to each camp site and the restroom/shower house. The well, located near the campground restroom, was constructed in 1977 with a pump rated at 25-gpm. Bac-T testing has been in compliance, but maintenance staff at Scott County Park indicate that this is the location where they have the highest frequency of bad samples, requiring retesting. Because of the age of the well and its history of sampling problems, the Incahias Well is considered to be in **fair condition**.

Woodside well could service Incahias Campground. Assuming an equivalent of 145 gallons per day (gpd) for each campsite (for RV site service as well as restroom/shower house), water demand for combined Incahias and Woodside would be on the order of 15,800 gpd. Indications are the Woodside well is a 65 gpm pump. The well could meet the above demand in 4 hours, which may be needed assuming a reasonable peaking factor.

Noteworthy, the drillers log for the well indicates the well yields 100 gpm. As such, there is some reserve capacity available in the well for a larger pump and to serve potential Woodside Cabins in the future.

The estimated construction cost for connecting Incahias to Woodside is on the order of \$20,000, assuming approximately 240 linear feet of water main crossing the road is needed. This connection may (or may not) have been constructed with Woodside.

Incahias water system is predominately 1-1/2-inch piping and is 30-years old. It is considered to be in **fair condition**, but:

- At one time, the service lines to the hydrants at each RV site were PVC. These are prone to breaking the water mains if the service hydrant is hit, and has since been changed by park staff to flexible connections.
- There is limited isolation in the system, requiring the whole campground to be shut-off from water in the event of a break.
- If Incahias is converted to full service, replacement of the water distribution system could be worthwhile during that construction.

Budgetary cost for the water distribution replacement is on the order of \$200,000.

3.3.3 West Residence Well

The West Residence well is a windmill driven, of unknown age, and of poor water quality (due to positive Bac-T/E.Coli). As discussed with park staff, the well is dedicated to the house (not public use), but the resident does not consume the well water. It is in **poor condition**.

Assuming plugging and abandoning the existing well and replacing with a new, residential type well is on the order of \$50,000

3.3.4 Park View Water & Sanitary District

A potential option for the park is purchase water from Park View Water & Sanitary District. We discussed the concept with the District and they indicated interest in serving the park. Based on the discussion, their concept for the connection would be:

- The District would provide a wholesale, metered water supply to the park.
- To limit instantaneous demand on the District's system, and help with pressure, Scott County Conservation would provide a tank to be filled from the District water supply.
- Scott County Conservation distribute water from the tank.
- Scott County Conservation owns and operates the distribution system, including tank and piping network throughout the park.

The District's water system is on the south end of the park, so the connection to District water would be in the vicinity of the south gate. To cover in-season demands as well as an allowance for growth in the park, a 50,000 gallon tank is considered. Tank alternatives are discussed in the following sections.

There would be a monthly service fee (\$21.14) as well as monthly water usage charge of \$4.56 per 1,000 gallons for the first 2,000 gallons, and then \$4.06 per 1,000 gallons over the 2,000 gallons. Rates can change at the discretion of the District Board.

Well production data is limited at Scott County Park; as such, water usage is estimated based on West Lake average monthly usage while considering Scott County Park has more facilities and camp sites. As an estimate, the overall average monthly water usage is likely on the order 280,000 gallons per month. Noteworthy, this estimate does not include high water usages, such as the pool. If the park switches to purchasing water from the District, it would be beneficial to maintain a well for the pool and similar maintenance needs.

As an estimate of the annual water cost under this alternative, assuming current rates and approximate water usage noted above, the annual cost would be on the order of \$14,000 per year.

Elevated Tank Option

The District operates their system between 40 psi and 45 psi. The Park's south entrance is relatively at the same elevation as the District systems, and therefore, the District should be able to fill an elevated tank providing 40 psi to 45 psi (when full). From the South Gate to Pioneer Village, there is roughly a 100 feet elevation change. Campgrounds and amenities, in general, are at elevation 730 to 765. This considered, the static pressure at the campgrounds and facilities would be in the neighborhood of 49 psi to 62 psi (tank full), and operate downwards to 45 psi to 57 psi assuming water levels fluctuate across half the tank volume. There would be exceptions, for example higher pressure at Pioneer Village (upwards of 83 psi), and lower pressures at the South Gate (downwards to 36 psi at Ranger House and Entrance Building, at tank half full).

The benefit of elevated tanks is reliability of gravity, provides water storage at system pressure, and reduces the need for pressure tanks throughout the system. The downside is cost. Although not necessarily a downside, the max pressure (i.e. tank height) is fixed by the District's pressure (unless a booster pump is also provided), which can impact distribution system pipe sizing. Minimum normal working pressure should target 35 psi and the system under peak instantaneous demands should be above 25 psi.

Budgetary cost for an elevated tank is on the order of \$430,000.

Ground Storage Tank Option

Ground storage tank provides water storage below system pressure. As such, the tank would also require a booster pump station to pump from ground storage into the distribution system. With this system, pressure tanks at the campgrounds and facilities would be maintained, at least in part, to help pump operation. System operation would be dependent on the booster pump station, and standby power is considered in the concept

Budgetary cost for a ground storage tank with booster pump station is the order of \$360,000.

Distribution System

For this alternative, a relatively vast distribution system would be need to convey water from the South gate across the park to the various campgrounds and facilities. Depending on routing, and the degree of looping, upwards of 5.5 miles of water main could be required. Along with piping is connection to campgrounds and facilities, isolation valves and flush hydrants.

Budgetary cost for a distribution system is on the order of \$2.4 million. Noteworthy, the system could be built in phases over time to eventually serve the entire park. In the interim, certain portions of the park would continue to rely on wells.

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

October 13, 2022

APPROVING AN OVERTIME INCENTIVE FOR AFSCME AND

WHEREAS, the Sheriff's office continues to experience turnover and recruiting challenges for Correction Officers;

WHEREAS, the Board of Supervisors has previously approved incentives for Correction Officers (Teamster unit), Correction Sergeants, Bailiffs and Deputies;

WHEREAS, the Sheriff has requested authorization to incent current AFSCME staff in his office to volunteer for overtime and additional compensation for working the visitation desk;

WHEREAS, the previous resolution did not include the Corrections Food Service Supervisor;

WHEREAS, the funds needed for this incentive can come from the Sheriff's current salary budget authority and does not require additional funding.

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

Section 1. That the attached side letter to the AFSCME contract be approved and executed by the Human Resource Director as Chief Negotiator, thereby allowing for double overtime and extension of light duty if applicable.

Section 2. That the Correction Food Service Supervisor be permitted to receive double overtime for four (4) or more consecutive hours worked outside of her

normal work schedule, along with other terms of the Teamster side letter, as long as the side letter with the Teamsters is effective.

Section 3. That this resolution shall take effect on October 14, 2022 and ends on June 30, 2023.

SIDE LETTER
BETWEEN
SCOTT COUNTY AND AFSCME Local 606

WHEREAS, the Sheriff's office is experiencing unusually high staffing shortages in the Jail related to hiring challenges for Corrections Officers;

WHEREAS, current jail staff are being asked to work additional overtime hours to accommodate the shortages;

WHEREAS, the tasks at the visitation desk in the jail may be performed by clerical staff in the Sheriff's office which are capable of performing duties in jail visitation and allow Correction Officers to work other positions in the jail;

NOW THEREFORE, the parties agree to temporarily amend the 2020-2023 Collective Bargaining Agreement between Scott County, Iowa and AFSCME, Local 606 effective October 14, 2022 as follows:

1. Employees in the Sheriff's Office covered by said contract and performing duties at the visitation desk in the Jail shall receive double time for any overtime under Section 17.2 of the contract that is for four (4) or more consecutive hours. The four (4) or more hours may be consecutive to regular work hours but shall not include any regular work hours.
2. If the employee chooses to earn compensatory time under Section 17.3 for hours worked under this side letter, they shall continue to be awarded at the rate of one and one-half (1 ½) for every overtime hour worked.
3. Any time assigned to the visitation desk during regular work hours Monday thru Friday shall be compensated at the employee's regular rate of pay.

This side letter shall be effective from October 14, 2022 until June 30, 2023.


FOR AFSCME

Date 10-4-22


FOR SCOTT COUNTY

Date 10-4-22



Scott County Health Department

600 W. 4th Street | Davenport, IA 52801-1003 | P. 563-326-8618 | F. 563-326-8774
health@scottcountyiowa.gov | www.scottcountyiowa.gov/health

October 4, 2022

To: Mary Thee, Human Resources Director
From: Amy Thoreson, Health Director

RE: Addition of 2.4 FTE of Grant Supported Positions, Reclassification of 2.0 FTEs, and Transfer of .5 FTE from the Health Department to Youth Justice and Rehabilitation Center

Addition of 2.4 Grant Supported Positions

The Iowa Department of Public Health (IDPH) has recently awarded our department the Child, Adolescent Health and Oral Health Programs Contract and the Community Based Program – Maternal Health Contract for implementation in Collaborative Service Area 14 (CSA), which includes Cedar, Clinton, Jackson, and Scott Counties. Both contracts were received following a competitive request for proposal process and are designed to strengthen the system of care for individuals served by the programs across the state, leading to improved health outcomes.

In developing the proposals, our team focused on what would be needed to successfully implement the programs according to the state's expectations and with a level of quality that is expected when Scott County Health Department is involved, rather than developing a plan only on known dollars in the application. One key component of these contracts is that many of the services delivered to individuals are billable to Medicaid. As a result, it is difficult to fully predict revenue, particularly as we expand our services into three neighboring counties. In addition, we have been approached by Early Childhood Iowa Boards in the other counties about how they may be able to assist with financial support for services offered in their respective counties. They operate on a state fiscal year, but these contracts operate on a federal fiscal year. Since we are now awarded the contracts, we are able to have conversations with them regarding that support, but we do not yet have existing contracts in place because their application/contract process occurred at a different time than the state's.

We believe that with grant support from the Iowa Department of Health and Human Services, revenue generated from billable services, and the exploration of other funding opportunities that we may become aware of as we begin service delivery, we can support the important work to be accomplished through these projects with limited impact to Scott County's budget. We are also committed to assuring that Scott County tax dollars are used for services to Scott County citizens. The transition to this regional delivery model is new to us and we are committed to assuring that it not only is beneficial to the clients and communities that we serve, but that it is also delivered in a fiscally responsible manner. With many of our clients moving between the counties or seeking care in Scott County from



neighboring counties, we believe a strong infrastructure is key. Scott County will continue to be our primary focus regarding service delivery because it is where the majority of our clients reside.

As we have discussed with you, and your team reviewed with Public Sector Personnel Consultants (PSPC), we are requesting the following:

1. Addition of a 1.0 FTE Informing Specialist to the table of organization. This position will be informing all clients in the CSA that are newly eligible for Medicaid regarding the services available and connecting clients to resources in the various communities based upon identified need. The position has been slotted on the salary schedule at a level 24. We anticipate the salary and benefit cost of the position for one year to be \$82,660.00.
2. Removal of 2.0 FTEs of Maternal & Child Health Consultant from the department's table of organization and replacement with 2.0 FTEs of Family Health Coordinator. The positions would provide direct billable services, convene community groups to identify and address needs, and provide community education, among other things. Upon review of the revised position analysis questionnaire (PAQ), no changes to the current slot of 26 were needed. There is no financial impact.
3. Addition of a 1.0 FTE Dental Direct Services Consultant to the table of organization. This position is a new requirement of the grant and will primarily be coordinating and providing direct oral care services across the CSA. As we continue to see the need for dental care grow and the number of providers offering care decreasing, particularly to Medicaid clients, the need to provide gap-filling services in community settings continues to grow. This position's PAQ was reviewed and the position has been slotted at a 27. We anticipate the salary and benefit cost of the position for one year to be \$92,125.00.
4. Addition of .4 FTE Public Health Dental Hygienist (per diem). In order to assure the delivery of the required direct care services for these contracts, as well as the department's I-Smile[®] Silver Contract, additional direct care staff time is needed. Direct care being provided is billable to Medicaid. The department is requesting flexibility to 832 hours of Public Health Dental Hygienist time available during the year with the potential to have multiple individuals serving in the role if necessary. Recruitment for dental hygienists is challenging. The per diem position would be compensated at step 1 of slot 27 and not eligible for further step increases. We anticipate the salary and benefit cost of the position(s) to be \$27,725.00.

The project period for the contracts of which these positions provide services is October 1, 2022 through September 30, 2026. The initial contract period is October 1, 2022 through September 30, 2023.

Reclassification of 2.0 FTEs

As we reviewed job descriptions to support the new grants, we updated the Community Dental Consultant – Maternal, Child, & Adolescent Health PAQ to reflect changes in responsibility in this existing position. Upon review by PSPC, the changes resulted in the position moving from a level 24 to a level 27. This change results in an increase in cost for salary and benefits of \$9,500 and the position name would be changed to Community Dental Consultant.

In addition, the department has a Community Dental Consultant-Adult position on its table of organization. This position is funded by a different grant, but is modeled after the I-Smile[®] Program for youth and pregnant individuals. Similar responsibility changes are anticipated within this position and to assure internal equity among our dental hygienists, it is recommended that this position also increase from a level 24 to a level 27. As a result, there is an increase in salary and benefits of \$9,500 for this position as well.

Transfer of .5 FTE Correctional Health Nurse Position

Following multiple discussions regarding how to assure the health needs of juveniles in the Youth Justice and Rehabilitation Center (YJRC) and the operational needs of the staff at YJRC are met, it is the recommendation of Jeremy Kaiser and me that the position of .5 Correctional Health Nurse be moved from the Health Department's table of organization and budget to the YJRC table of organization and budget. Per discussions with YJRC and HR the position will be reduced to a .4 FTE. This change will create efficiencies in management and oversight of the position's responsibilities and allow the individuals interacting with the individual in the position regularly to evaluate and monitor their work. Staff from the Health Department will continue to support this individual with nursing insight, supplies, etc. at this time. When the Scott County Jail and YJRC are not in close proximity, new processes may be needed, but our department will assist with any transition needed when and if necessary. There is no financial impact other than a decrease in the Health Department and an equal increase in the YJRC budgets.

I want to thank you and your team for your assistance with the process of evaluating positions and staffing needs. These contracts continue to provide valuable services for clients, despite the challenges that they provide in program leadership. We are fully aware of and committed to the understanding that if the grants go away, the positions will also go away. Thank you for your consideration of our requests. If you have any questions, please do not hesitate to contact me at extension 8833.

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

October 13, 2022

APPROVAL OF CLASSIFICATION AND STAFFING ADJUSTMENTS IN THE HEALTH DEPARTMENT

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

Section 1. That the table of organization for the Health Department be increased by 1.0 FTE to reflect the addition of the Informing Specialist position at a pay range of 24.

Section 2. That the table of organization for the Health Department be decreased by 2.0 FTE to reflect the removal of the Maternal & Child Health Consultant position and increased by 2.0 FTEs to reflect the addition of the Family Health Coordinator position and remaining at pay range 26.

Section 3. That the table of organization for the Health Department be increased by 1.0 FTE to reflect the addition of the Dental Direct Services Consultant position at a pay range of 27.

Section 4. That the table of organization for the Health Department be increased by .4 FTE to reflect the addition of the Public Health Dental Hygienist position.

Section 5. That the table of organization for the Health Department be decreased by 1.0 FTE Community Dental Consultant – Maternal, Child, &

Adolescent Health position and increased by 1.0 FTE Community Dental Consultant position at a pay range of 27. That the 1.0 FTE Community Dental Consultant – Adult position be reclassified at a pay range of 27.

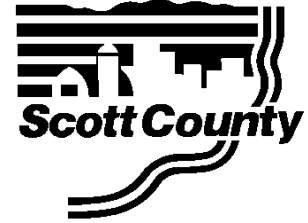
Section 6. That the table of organization for the Health Department be decreased by .5 FTE Correctional Health Nurse position and the Youth Justice and Rehabilitation table of organization be increased by .4 FTE Correctional Health Nurse.

Section 7. It is understood that if grant funding is not available the grant positions will be eliminated.

Section 8. This resolution shall take effect immediately.

Community Services Department

600 West 4th Street
Davenport, Iowa 52801



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

October 3, 2022

To: Mahesh Sharma, County Administrator

From: Lori A. Elam, Community Services Director

Re: Approval of Tax Suspension Request

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

REQUESTED TAX SUSPENSION:

Hoang Duong
2815 E 64th Court
Davenport, IA 52807

Suspend: The 2021 property taxes, due September 2022 and March 2023 in the amount of \$10,011.00 including interest.

The applications meet the Board Suspension Policy requirements. It is recommended that the Board suspend the taxes at their next Board meeting.

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

SCOTT COUNTY AUDITOR

RESOLUTION

SCOTT COUNTY BOARD OF SUPERVISORS

October 13, 2022

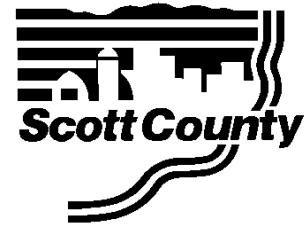
SUSPENDING THE 2021 PROPERTY TAXES, DUE SEPTEMBER 2022 AND MARCH 2023 FOR HOANG DUONG, 2815 EAST 64TH COURT, DAVENPORT, IOWA, IN THE AMOUNT OF \$10,011.00 INCLUDING INTEREST.

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

- Section 1. The 2021 property taxes, due September 2022 and March 2023 accrued for Hoang Duong, 2815 East 64th Court, Davenport, Iowa, in the amount of \$10,011.00 including interest are hereby suspended.
- Section 2. The County Treasurer is hereby directed to suspend the collection of the above stated taxes thereby establishing a lien on said property as required by law with future collection to include statutory interest, if any.
- Section 3. This resolution shall take effect immediately.

Community Services Department

600 W. 4th St.
Davenport, Iowa 52801



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

October 3, 2022

To: Mahesh Sharma, County Administrator
From: Lori A. Elam, Community Services Director
Re: Approval of Tax Suspension Request

This is a request for approval of a tax suspension as presented.

As you are aware, tax suspensions may be directed by the Department of Health and Human Services if the taxpayer is receiving specific assistance from that Department. In these directed suspensions, the suspension remains in effect as long as the person continues to own the property and receive the specified assistance from the Department of Health and Human Services.

Additionally, under the Board of Supervisors policy, taxpayers may apply for suspension based on financial criteria. These are considered requested suspensions and are for the period only of the tax year and relates to the amounts owed at the time of the suspension. Persons may, of course, reapply each year if they continue to meet the eligibility criteria.

The county has received tax suspension petition requests as follows:

DIRECTED TAX SUSPENSION:

Ermioni Keber
6910 Ridge Drive
Davenport, IA 52806

Suspend: 2021 property taxes due September 2022 and March 2023 in the amount of \$1,739.00 including interest.

This application is directed by the Department of Health and Human Services.

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

DATE

SCOTT COUNTY AUDITOR

RESOLUTION

SCOTT COUNTY BOARD OF SUPERVISORS

October 13, 2022

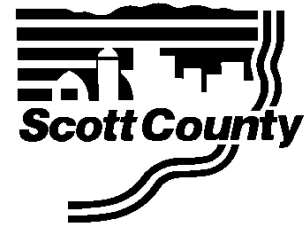
**SUSPENDING THE 2021 PROPERTY TAXES DUE IN SEPTEMBER 2022 AND MARCH 2023 FOR
ERMIONI KEBER, 6910 RIDGE DRIVE, DAVENPORT, IOWA AS DIRECTED BY THE IOWA
DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR IN THE AMOUNT OF \$1,739.00
INCLUDING INTEREST.**

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

- Section 1. That Scott County has been directed by the Iowa Department of Health and Human Services to suspend the collection of the 2021 property taxes for Ermioni Keber, 6910 Ridge Drive, Davenport, Iowa in the amount of \$1,739.00 including interest are hereby suspended.
- Section 2. That the collection of 2021 property taxes assessed against the parcel at 6910 Ridge Drive, Davenport, Iowa remaining unpaid shall be suspended for such time as Ermioni remains the owner of such property, and during the period she receives assistance as described in Iowa Code Section 427.9.
- Section 3. That the County Treasurer is hereby directed to suspend collection of the above stated taxes thereby establishing a lien on said property as required by law, with future collection to include statutory interest.
- Section 4. This resolution shall take effect immediately.

Community Services Department

600 West 4th Street
Davenport, Iowa 52801



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

October 3, 2022

To: Mahesh Sharma, County Administrator

From: Lori A. Elam, Community Services Director

Re: Approval of Tax Suspension Request

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

REQUESTED TAX SUSPENSION:

Sara McDaniel
6030 Fossen Drive
Davenport, IA 52802

Suspend: The special assessments and 2021 property taxes, due September 2022 and March 2023 in the amount of \$279.48 and \$127.00 including interest.

The applications meet the Board Suspension Policy requirements. It is recommended that the Board suspend the taxes at their next Board meeting.

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

SCOTT COUNTY AUDITOR

RESOLUTION
SCOTT COUNTY BOARD OF SUPERVISORS
October 13, 2022

SUSPENDING THE SPECIAL ASSESSMENTS RECEIPT NUMBERS 197324, 201210, 211899, 220738, AND 2021 PROPERTY TAXES, DUE IN SEPTEMBER 2022 AND MARCH 2023 FOR SARA MCDANIEL, 6030 FOSSEN DRIVE, DAVENPORT, IOWA, IN THE AMOUNT OF \$279.48 AND \$127.00 INCLUDING INTEREST.

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

- Section 1. The special assessments receipt numbers 197324, 201210, 211899, 220738, and 2021 property taxes, due in September 2022 and March 2023 for Sara McDaniel, 6030 Fossen Drive, Davenport, Iowa, in the amount of \$279.48 and \$127.00 including interest are hereby suspended.
- Section 2. The County Treasurer is hereby directed to suspend the collection of the above stated taxes thereby establishing a lien on said property as required by law with future collection to include statutory interest, if any.
- Section 3. This resolution shall take effect immediately.



Scott County Health Department

600 W. 4th Street | Davenport, IA 52801-1003 | P. 563-326-8618 | F. 563-326-8774
health@scottcountyiowa.gov | www.scottcountyiowa.gov/health

October 3, 2022

To: Mahesh Sharma, County Administrator
From: Amy Thoreson, Health Director

RE: Health Department Wireless Access Point and Cisco Telephone Replacement Project

The Scott County Health Department has received a grant allocation from the Iowa Department of Public Health (IDPH) to carry out technology upgrades to ensure local public health technology systems are compatible with the state designated surveillance system and associated staff training. The following requests were approved by IDPH, and are a part of the same grant that is purchasing new laptops/docking stations approved by the Board of Supervisors in September 2022. These funds must be expended by December 31, 2022.

As the department transitions to laptop technology, the efficiencies that can be gained by having a strong wireless network for staff, are many. As the department discussed this laptop transition with Scott County IT, they suggested an upgrade of the wireless access points utilized by our staff in the Scott County Administrative Center. The below pricing is from the State of Iowa's National Association of State Procurement Officials (NASPO) contract for Cisco.

Item	Quantity	Unit Price	Total Price
Cisco C9120AX Wireless Access Point	30	\$1,028.22	\$30,846.60
Cisco Wireless License	30	\$519.72	\$15,591.60
Total Purchase			\$46,438.20

This technology grant also allows for the purchase of tools to support communicable disease follow up including case investigation, contact tracing, and provider communication. Telephones are an integral part of the communicable disease follow-up process. Our team has been working with Scott County Information Technology (IT) to identify the appropriate equipment to replace existing telephones that align with Scott County's system. The below pricing is from the State of Iowa's National Association of State Procurement Officials (NASPO) contract for Cisco.

Item	Quantity	Unit Price	Total Price
Cisco IP Phone 8841	58	\$295.30	\$17,127.40



Cisco IP Phone 8851	2	\$352.37	\$704.74
8800 Series Audio KEM, 28 Button	4	\$337.41	\$1,349.64
Cisco 8832 Conference Phone	2	\$985.94	\$1,971.88
Cisco 8832 Wireless Microphone Kit	1	\$414.20	\$414.20
Total Purchase			\$21,567.86

The entire cost of these purchases will be reimbursed with the funds allocated to Scott County by IDPH.

Cc. Matt Hirst, Director, Scott County Information Technology

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

October 13, 2022

A RESOLUTION APPROVING THE PURCHASE OF CISCO WIRELESS ACCESS POINTS AND ASSOCIATED LICENSE IN THE AMOUNT OF \$46,438.20 AND CISCO TELEPHONES FROM CONVERGEONE IN THE AMOUNT OF \$21,567.86.

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

- Section 1. That the purchase of Cisco wireless access points and associated license for the Health Department be approved with ConvergeOne in the amount of \$46,438.20.
- Section 2. That the purchase of Cisco telephones for the Health Department be approved with ConvergeOne in the amount of \$21,567.86.
- 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

www.scottcountyiowa.gov



September 30, 2022

To: County Board of Supervisors

From: Mahesh Sharma, Scott County Administrator
David Farmer, Director of Budget and Administrative Services

RE: Medic Resolution - requesting Scott County to declare emergency medical services as an essential county service, with MEDIC EMS continuing to deliver emergency medical services as a department of Scott County.

MEDIC EMS visited the Scott County Board of Supervisors on April 12, 2022 to discuss the future status of MEDIC EMS as a 501(C)3 corporation or if it could be transitioned to a governmental department or a quasi-governmental agency through a 28E agreement between governments. On September 29, 2022, the MEDIC EMS Board adopted a resolution requesting Scott County to declare emergency medical services as an essential county service, with MEDIC EMS continuing to deliver medical services as a department of Scott County.

The declaration and acceptance of a county-wide emergency medical services department could provide new financial support for the services, obtain operational control of the former MEDIC EMS, and obtain responsibility for emergency medical transport services. The new department would likely qualify for state and federal financial support including the Iowa Offset program, and the Ground Emergency Medical Transport (GEMT) funding. The county financial support could come through the general property basic tax levy or a declared, essential service could access local tax support funding with a voter-approved separate tax levy, as outlined in Iowa Code 422D.

Financial Analysis

Following are MEDIC EMS's summary financial information for fiscal years 2021, 2022 and budgeted 2023.

	2021 Actual	2022 Actual	2023 Budget (Projected Staffing)
Revenues	\$10,634,566	\$11,591,789	\$11,605,512
Expenditures	\$10,634,566	\$11,282,279	\$13,157,284
Net Income	\$-	\$309,510	(\$1,511,772)
County Contribution to Cover Losses	\$170,178	\$-	\$200,000
System Call Volume - Dispatches	33,014	36,132	37,216

MEDIC EMS currently provides dispatching for the entire county and costs are recovered through user fees and charges. If MEDIC EMS were to become a governmental entity, it is recommended to consolidate services with SECC dispatching services to reduce relative overhead and move these services to a property tax basis model. The above fiscal year estimates do not include the

reclassification of the MedCom division from MEDIC EMS to SECC. The timing of this change is not available at this time. This is estimated at \$1,000,000 operational costs per year.

MEDIC EMS, as a 501(c)3, is currently projecting a net loss of \$1.5 million for fiscal year 2023. The County is contractually committed to cover losses up to \$200,000 per fiscal year. If the services were to become a county department, the losses would then be covered by the general fund property tax base of the County. In a future year, any losses could be covered by other governmental funding, such as state / federal grants and recovery programs, or a dedicated tax levy under Iowa Code 422D.

The Iowa Code 422D allows for the County to offer for voter approval the authorization to impose: 1) Local Option Income Surtax, 2) Ad valorem property tax not to exceed seventy-five (\$0.75) cents per one thousand dollars of assessed value on all taxable property within the county or 3) a combination of the two. To offer the funding for voter approval:

- A resolution declaring emergency medical service to be an essential service shall be considered and voted on for approval at two meetings of the Board prior to the meeting at which the resolution is to be finally approved by a majority of the Board by recorded vote. Notice of the first meeting of the board at which the resolution is considered and voted on shall be published no less than sixty day prior to the date of the meeting in one or more newspapers. The board shall not suspend or waive the requirements for approval of the resolution or approval of the imposition of a tax under this chapter.
- The County shall coordinate efforts with local emergency medical service agencies to establish a county emergency medical services system advisory council to assist in researching and assessing the service needs of the county and guiding implementation of services in the County within a council structure.
- The County emergency medical services system advisory council, established above, shall recommend to the Board of Supervisors an amount of funding to be specified on the ballot, and if one or more of the taxes are approved at election, shall annually assess and review the emergency medical services needs of the County, and shall include the results of such review and assessment in an annual report filed with the Board of Supervisors.
- A resolution declaring emergency medical services to be essential shall be deemed void if the proposition to impose the taxes fails at election, authority to impose the taxes expires, or if discontinuance of the authority to impose the tax is approved at election.
- The taxes for emergency medical services shall only be imposed after an election at which sixty percent of those voting on the question vote in favor of the question. The question may be submitted at the regular city election, a special election, or the general election.
 - A local option income surtax may be imposed for tax years beginning on or after January 1 following the date the ordinance is filed with the Director of Revenue.
 - An ad valorem property tax may be imposed for property taxes due and payable in fiscal years beginning after the fiscal year in which the election was held.
- Revenues received shall be deposited into the emergency medical services trust fund created and shall be used as provided by section 422D.6
- The taxes shall be a maximum period of ten years.
- The authority may be discontinued prior to the expiration of the 10 years by petition and election.
- The Emergency Medical Services Trust Fund may be use for the purpose of matching federal for education and training related to emergency medical services. Costs which are eligible for emergency medical services include, but are not limited to:
 - Defibrillators
 - Nondisposable essential ambulance equipment
 - Communications pagers, radios, and base repeaters
 - Training in the use of emergency medical services equipment
 - Vehicles including, but not limited to, ambulances, fire apparatus, boats, rescue/ first response vehicles, and snowmobiles
 - Automotive parts
 - Buildings

- Land

Potential County Departmental Impacts

The County Board of Supervisors and Board of Health monitor and promote emergency medical services by establishing licenses for emergency medical transportation providers within the County through Scott County Code - Chapter 28. Responding agencies must generally be licensed in the State of Iowa as well. Currently these services are outsourced to not-for-profit providers as service contracts.

The ability for a County-run EMS department to provide high quality emergency medical services within Scott County is directly related to reduction of duplication of service, increased staffing opportunities to provide public health services and maximization of volume of calls served by the operational units (economy of scale). MEDIC EMS believes these goals can be achieved as a department of the County.

An inclusion of MEDIC EMS as a County department will impact other operational departments of the County. Many of the operational items, covered below, are currently handled by MEDIC EMS and would transition to the County services for overhead reallocation and overall operational efficiency:

Administration: Budgetary impacts of new department; ability to fund any operational deficits, if any; property tax impacts to overall budget; financial reporting

Auditor: Accounts payable; payroll; accounts receivable for new department

Attorney: Risk management / insurance (property, general liability, vehicle, workers compensation) for new department; HIPPA compliance, legal defense

Information Technology: Incorporation of new departmental technology for 24/7 department; additional service desk calls, county-wide infrastructure licensing

Facilities and Support Services: Maintenance and facility care of new locations. Utility expenses

Health: Change in relationship with providers, update County code chapter 28

Human Resources: Additional FTE for onboarding, maintenance, care. Recruiting staff. Health insurance impacts for new operating department.

Secondary Roads: Fleet management of additional vehicles

Treasurer: Accounts receivable, departmental revenue collections

MEDIC EMS Authorized Agency: Movement of \$200,000 budget to other service area

SECC: Transition MedCom dispatching services to SECC or maintain within operational department?

Action

The Board could approve placing the question on an upcoming agenda item by resolution and directing staff to further study the transition process of creating a county-wide emergency medical services department. If the Board were to finance through the general tax levy, a transition plan would be developed for potential inclusion as of July 1, 2023 and the fiscal year 2024 budget.

Additionally, the Board of Supervisors could begin the process of financing through Iowa Chapter 422D, Optional Taxes for Emergency Medical Services, within Scott County by approving a resolution at an upcoming board meeting. The resolution would declare emergency medical services as an essential service and to begin the process of creating an advisory board. Notice of the first meeting at which the resolution is considered and voted on would need to be published in an official newspaper of the county, not less than sixty days prior to the meeting. The earliest a regularly scheduled Board meeting where a vote could occur would be December 22, 2022.

OFFICE OF THE COUNTY ADMINISTRATOR

600 West Fourth Street
Davenport, Iowa 52801-1003

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



October 4, 2022

TO: Mahesh Sharma, County Administrator

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

RE: Acceptance of U.S. Department of the Treasury ARPA – Local Assistance and Tribal Consistency Funding

The American Rescue Plan Act, Pub. L No 117-2 (March 11, 2021) authorized the Department of Treasury to make payments under a general revenue enhancement program that provides additional assistance to eligible revenue sharing counties and eligible tribal governments. Scott County, Iowa is tentatively to receive \$100,000 over two installments. Projects may qualify to meet the jurisdictions' needs. Specifically the statute directs that recipients may use funds for any governmental purpose other than a lobbying activity. Recipients may treat these funds in a similar manner to how they treat funds generated from their own revenue. Programs, services and capital expenditures that are traditionally undertaken by a government are considered to fulfill a "governmental purpose". All funds are available to recipients under expended or returned to Treasury.

A non-exhaustive list includes:

- Provision of health services, court services, police, emergency medical, and other public safety services, direct assistance to households (including cash assistance);
- Capital expenditures on core facilities and equipment, including housing and community development, public safety facilities and equipment, and government administration buildings;
- Infrastructure investments, including roads, bridges, water and sewer systems, technology infrastructure;
- Long-term economic development activities, including affordable housing development, workforce development and other programs to strengthen local communities undergoing economic transitions;
- General government operations, such as general government operation, personnel costs, administrative facilities, record keeping, tax assessments, or election administration;
- Meeting another federal program's non-federal match or cost-sharing requirement, unless barred by statute or other applicable law.

Federal Davis-Bacon Act prevailing wage rate requirements do not apply.

Funding must be requested by January 31, 2023.

The County will track qualifying expenditures by project. Revenue will be recognized as project expenditures are incurred.

We are requesting authorization to enter into the agreement and begin the drawdown of funds for future use.

I will be at the October 11, 2022 Committee of the Whole to address any additional questions.

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

OCTOBER 16, 2022

ACCEPTENCE OF U.S. DEPARTMENT OF TREASURY ARPA – LOCAL ASSISTANCE
AND TRIBAL CONSISTENCY FUNDING

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

Section 1. Scott County is in support of U.S. Department of Treasury ARPA –
Local Assistance and Tribal Consistency Funding.

Section 2. The Director of Budget and Administrative Services is hereby
authorized to enter into the agreement on behalf of the Scott County Board of
Supervisors.

Section 3. This resolution shall take effect immediately.

FY 24 Budget Parameters with the Board of Supervisors

October 11, 2022



Agenda

- Set parameters for department budget development



Future Budget Issues for FY 24 Budget or FY 23 Amendment

Mission:

Scott County Government

Is dedicated to Protecting, Strengthening and Enriching
Our Community by delivering Quality Services and
Providing Leadership with P.R.I.D.E



Future Budget Issues for FY 24 Budget or FY 23 Amendment

Vision 2032

Scott County is a GREAT PLACE TO LIVE and a GREAT Place for BUSINESS

Scott County 2032 is a SAFE COMMUNITY, a HEALTHY COMMUNITY, and a LIVEABLE COMMUNITY FOR ALL



Future Budget Issues for FY 24 Budget or FY 23 Amendment

Goals 2023

Financially Responsible County Government

Local and Regional Economic Growth

High Performing Organization = Exceptional County Services

Great Place to Live



County Budgeting – Budgeting for Outcomes

Mission - Scott County Government Is dedicated to Protecting, Strengthening and Enriching Our Community by delivering Quality Services and Providing Leadership with P.R.I.D.E

8 Service Areas

- 18 Operating Departments
- 11 Authorized Agencies
- Numerous partner agencies, boards, or commissions

Vision 2032 - Scott County is a GREAT PLACE TO LIVE and a GREAT Place for BUSINESS Scott County 2032 is a SAFE COMMUNITY, a HEALTHY COMMUNITY, and a LIVEABLE COMMUNITY FOR ALL

Goals – Strategic Plan and Departmental performance measurements (BFO's)

Financially Responsible

- County Wide
- Dept.

Economic Growth

- County Wide
- Dept.

Performing Organization

- County Wide
- Dept.

Great Place to Live

- County Wide
- Dept.

2019 – Strategic Plan – 2023 Strategic Plan

- Plan Adopted for FY 2021 and FY 2022, Adopted December 10, 2019.
- Affirmed August 6, 2021.
- Affirmed October 14, 2021.

Budget Issues for FY 23 or FY 24 Budgets

FY 23 Amendments or FY 24 Considerations:

COVID-19 (Adult / YJRC, Health Department, Supplies)

American Rescue Plan

ARPA – Local Assistance and Tribal Consistency Fund

Opioid Settlement Fund

Capital requests / YJRC

Organizational changes

Local Option Sales Tax

Inflation / Economic Stresses

Jail / Juvenile population / service adjustments

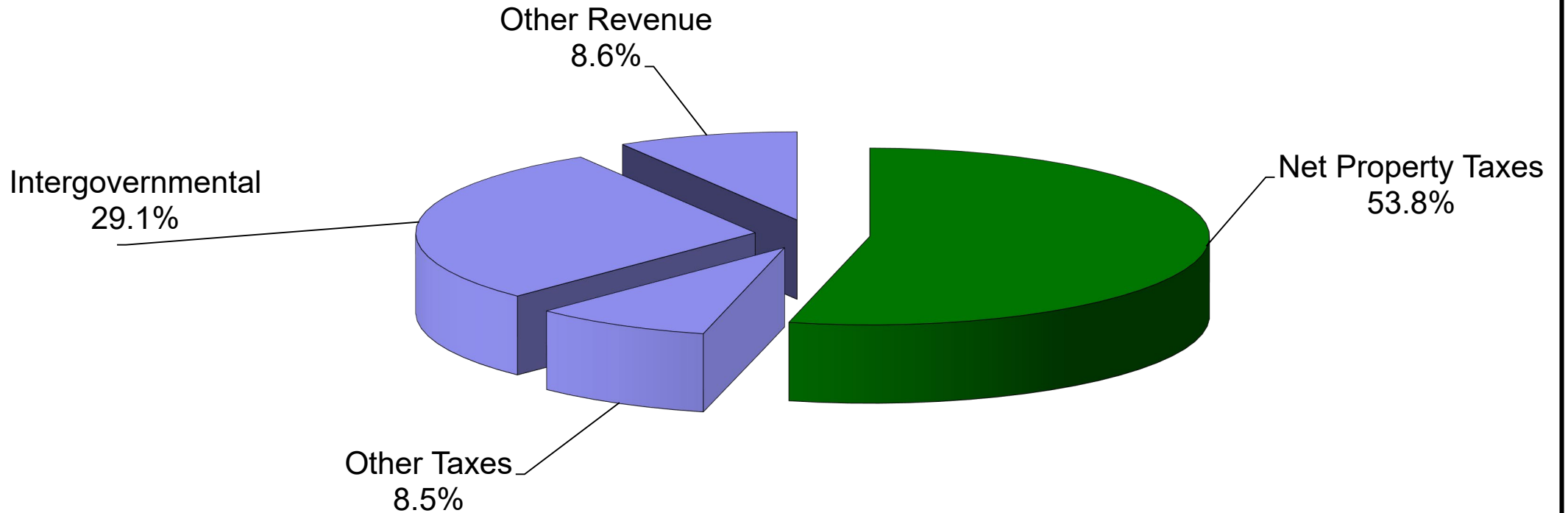
Strategic plan efforts

Medic Ambulance



FY 23 Revenues by Source

FY23 BUDGET: \$109,524,645



Other Revenue Considerations

Type	Revenue Stream	Impact
Other Taxes	Local Option Sales Tax	Limited growth; More consistent revenue stream; less likely to create positive revenue variances
Other Revenue	Interest Income	Reduced revenues from investments / cash held
Other Revenue	Charges for Services	Camping / Conservation / variable activity – West Lake Park
Intergovernmental	COVID-19 Grants	State for continued services
Intergovernmental	ARPA Grants	Expending one time use of funds
Net Property Taxes	EMA / SECC Tax request	Pass-through tax authority.
Net Property Taxes	Legislative adjustments	Change in valuation? Change in dollars raised by levy compared to FY 2023

FY24 Budget Preparation

- Budgets are to be prepared for Outcomes:
 - All Budgeting For Outcome pages to include County Board Goal
 - Financially Responsible
 - Performing Organization
 - Economic Growth / Great Place to Live
 - All BFO Pages to include County Business Type
 - Core
 - Foundation
 - Quality of Life
 - Community Add On



FY24 Budget Preparation

- **Personnel**

- **Apply approved salary steps and COLA recommendation to FY 2024 budget**
 - All unions open to for negotiation
- **Budget Benefit Costs 3-8% for July 2023 / January 2024 increases (maintain Health/Dental Insurance Fund Balance at 3 months minimum).**

- **Non-Personnel**

- **Adjustments for BOS Strategic Plan elements (Specific Accounts) within departmental budgets, highlight within departmental analysis.**
- Review individual line items in departments to recommend funding shifts
 - Maintenance, Computer Maintenance, Utilities, Extradition of Prisoners / Service Contracts, Workers Comp / Insurance, Supplies
- **FY 22 Operating Budget, all funds, 86.9% of amended budget, 94.7% of original budget.**
 - FY 22 General Fund Purchased Services – 95.4 of original budget; Supplies and Materials – 117.0% of original budget.
 - Include operating / capital estimates for requested staffing changes.



FY24 Budget Preparation

- **Program Guidelines for departments and current funded agencies**
 - Departments may submit new programs for consideration.
 - New Programs must have offsetting revenue and/or show operating costs savings or other program reduction.
 - Program /changes must show benefit to community and include measurement.



FY24 Budget Preparation

- **Funding outside organizations**
 - Budget County Contribution FY24 Budgets at 0% growth for Authorized Agencies. Review agencies that have new funding sources.
 - New requests for funding for programming will be evaluated through evaluation tool.
 - Including CAT Funding requests
 - Budget Evaluation Tool: matching entity's mission to Scott County mission; Program Goals to County Goals; County Service Responsibility; Residents Served; Performance Measurement Outcomes; and Performance Effectiveness.
 - Any new requests for fiscal year 2024 must be received in writing by **December 2, 2022**. Follow up meetings will be scheduled accordingly. Subject to funding availability and Board approval in March.



FY24 Budget Preparation

- **Capital Budget**

- Property tax transfer for capital funds (General, Vehicle, Electronic Equipment) to reflect 5 year capital plan.
- Requests to include assessment of all project costs and operating costs adjustments; project description; need; and any outside funding.
- Maximize use of ARPA Lost Revenue Provision assigned to Capital Projects fund.



FY 24 Budget Preparation

- Presentation to Departments and Authorized Agencies October 14, 2021 8:15 AM.



Summary of Parameters

Budgeting For Outcomes	Revenues	Expenditures
Strategic Plan – Management and Policy Agenda items	Local Option Sales Taxes	Personnel – Salaries and Wages
FY 23 Amendment / FY 24 Budget items	Property Taxes	Adjustments for BOS Strategic Plan Elements
2024 Goals, Vision, Mission	ARPA Grants	Authorized Agency
Scott County P.R.I.D.E.	Interest income	Applications for new requests
Departmental Goals	Refunds and Reimbursements	Capital requests
	Charges for Services	Line item Adjustments – Risk Management, Computer Maintenance, Utilities, Maintenance, Extradition of Prisoners / Service Contracts, Workers Comp./ Supplies
	Recession / Economic Stresses	

SCOTT COUNTY
FY24 BUDGET PREPARATION
CALENDAR OF EVENTS

- October 10, 2022 Organizational change forms due to Human Resources and Administration.
- October 11, 2022 Work Session with Board of Supervisors and County Administrator/Budget Director on FY22 Budget
- October 14, 2022 FY23 Budget Orientation Session for County Departments and Authorized Agencies

- ***November 18, 2022 FY24 Budget Submissions, FY23 Budget Amendment Submissions, FY24 County Departments BFO Submissions, Capital Improvement Forms Due***

- ***NO BUDGET CHANGES WILL BE ACCEPTED AFTER NOVEMBER 18***
- January 5, 2023 Department Capital Review



SCOTT COUNTY FY24 BUDGET PREPARATION CALENDAR OF EVENTS

- January 19, 2023 Set Resolution of “Total Maximum Property Tax Dollars” and Public Hearing, 10-20 day notice period.
- January 24, 2023 Special COW Presentation of County Administrator's FY24 Budget Recommendations
- January 31, 2023 COW Board of Supervisors Budget Review
- February 1, 2023 Publish “Notice of Total Maximum Property Tax Dollars” in the North Scott Press, Quad City Times, Website
- February 7, 2023 Special COW Board of Supervisors Budget Review
- February 14, 2023 COW Board of Supervisors Budget Review
- February 16, 2023 Public Hearing on “Total Maximum Tax Dollars”; Adopt Resolution of Total Maximum Tax Dollars; Set Public Hearing on Budget in Quad City Times, North Scott Press, Website, 10-20 day notice period
- March 1, 2023 Publish the FY 24 Budget Estimate and FY 23 Amendment
- March 16, 2023 Public Hearing on Budget Estimate and Budget Amendment at 5:00 p.m.; Adopt via Resolution
- March 31, 2023 Deadline - File Budget Forms with State Office of Management



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

October 13, 2022

Recognizing October as Breast Cancer Awareness Month

WHEREAS, a woman receives a diagnosis of breast cancer every two minutes, making the disease the most frequently diagnosed cancer among women in the United States (other than skin cancers). It's estimated that 2,700 Iowa women would be diagnosed with breast cancer yearly and nearly 390 would die from the disease.

WHEREAS, through research and advocacy, advances have been made in the fight against breast cancer, including an increased rate of early detection and a 99 percent five-year survival rate for localized breast cancer; and

WHEREAS, there are nearly three million breast cancer survivors living in the United States today. They can attest to the fact that promoting awareness, providing information, funding research, and offering treatment saves lives; and

WHEREAS, the efforts of numerous organizations have made a major contribution to spreading breast cancer awareness to both men and women in all of Iowa's communities through outreach, education and screening programs and have empowered people with the life-saving message of early detection; and

WHEREAS, throughout October, organizations and health practitioners in Iowa are encouraged to use the opportunity to promote awareness about breast cancer and encourage men and women to seek screenings as recommended. All Iowans are urged to observe Breast Cancer Awareness Month with appropriate activities and programs.

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

Section 1. That we hereby proclaim October as Breast Cancer Awareness Month in Scott County.

Section 2. This resolution shall take effect immediately.