

**TENTATIVE AGENDA**  
**SCOTT COUNTY BOARD OF SUPERVISORS**  
**March 27 - 31, 2023**

**Tuesday, March 28, 2023**

**Committee of the Whole - 8:00 am**

**Board Room, 1st Floor, Administrative Center - \*\*In-Person and Virtual (Webex)\*\***

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: 2483 005 8218 PASS CODE: 1234

OR you may join via Webex. Go to [www.webex.com](http://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: Dickson, Maxwell, Paustian, Rawson, Beck
- \_\_\_ 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 of PRIDE recognition for years of service ..... 9:00 a.m. (Item 03)
- \_\_\_ 4. Presentation of PRIDE recognition for Employee of the Quarter.

**Facilities & Economic Development**

- \_\_\_ 5. Temporary Road Closures for the Quad City Triathlon on June 17, 2023 for the bicycle portion of the race. (Item 05) Consent Agenda Consideration
- \_\_\_ 6. Approve the Federal Funding Agreement between Scott County and Iowa Department of Transportation for the bridge replacement project located on Z-30, over Spencer Creek, in section 6 of Pleasant Valley Township. (Item 06) Consent Agenda Consideration
- \_\_\_ 7. Contract for the Jail UPS Replacement project to Tri-City Electric Co. for \$66,500.(Item 07) Consent Agenda Consideration

- \_\_\_ 8. Third and final reading of proposed amendment for Chapter 5 of the Code of Ordinances and Adoption of State Electrical, Plumbing and Mechanical Codes. (Item 08)

### **Human Resources**

- \_\_\_ 9. Staff appointments. (Item 09) Consent Agenda Consideration

### **Health & Community Services**

- \_\_\_ 10. Proclamation Recognizing April 3-9, 2023 as National Public Health Awareness Week. (Item 10)

### **Finance & Intergovernmental**

- \_\_\_ 11. Auditor's Office request to increase the pay rate for the Election Rover position. (Item 11) Consent Agenda Consideration
- \_\_\_ 12. Requesting to purchase Election Software from InfoTech with a five (5) year contract for additional modules. (Item 12) Consent Agenda Consideration
- \_\_\_ 13. City of Bettendorf CAT Grant matching request. (Item 13) Consent Agenda Consideration
- \_\_\_ 14. Scott County and Scott County Public Safety Authority continuing disclosure requirements. (Item 14)
- \_\_\_ 15. Consideration of appointments with upcoming term expirations and vacancies for boards and commissions. (Item 15) Consent Agenda Consideration
- Community Action of Eastern Iowa - Vacancy of unexpired term due to resignation.
  - Zoning Board of Adjustments - One (1), Five (5) Year Term expiring on 5/1/23.
  - Airport Zoning Commission - One (1), Six (6) Year Term expiring on 5/31/23.
  - Veterans Affairs Commission - Two (2), Three (3) Year Terms, both expiring on 5/31/23.

### **Other Items of Interest**

- \_\_\_ 16. Public Consulting Group, LLC (PCG, LLC) will be at the 5PM Board Meeting on March 30, 2023 to give a presentation on Medic EMS transition.
- \_\_\_ 17. Adjourned. Moved by \_\_\_ Seconded by \_\_\_

**Thursday, March 30, 2023**

**Regular Board Meeting - 5:00 pm**

**Board Room, 1st Floor, Administrative Center \*\*In-Person & Virtual\*\***

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 107 5623 PASS CODE: 1234

OR you may join via Webex. Go to [www.webex.com](http://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.

### **Presentation**

- \_\_\_\_ 1. Presentation by Public Consulting Group LLC on the Medic EMS transition.

## 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 # 2483 005 8218**

**Password #1234**

### Connect via Computer or application:

Host: [www.webex.com](http://www.webex.com) Meeting number: **above** Password: **1234**

Or use direct link to meeting:

<https://scottcountyiowa.webex.com/scottcountyiowa/onstage/g.php?MTID=e4c70838f4935f52e9af3aa521547bbaf>

**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.

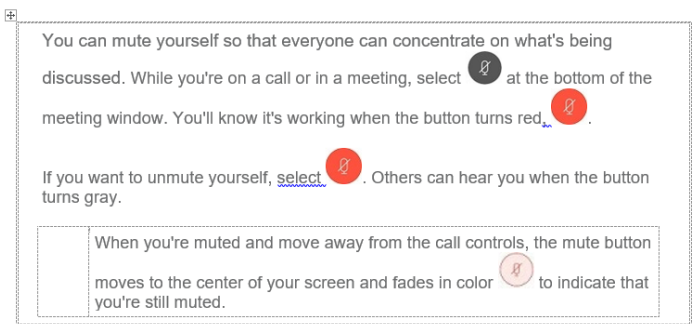
When called upon for comments by the Board,

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)

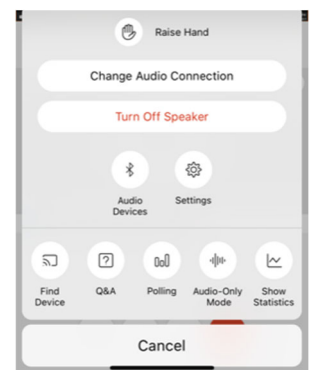
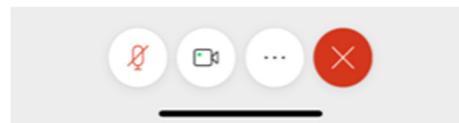
### Computer / Application Connections:

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)



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



**600 W. 4<sup>th</sup> Street**  
**Davenport, Iowa 52801-1030**

March 28, 2023

RE: YEARS OF SERVICE RECOGNITION CEREMONY

[illegible]

**SCOTT COUNTY ENGINEER'S OFFICE**

950 E. Blackhawk Trail  
Eldridge, Iowa 52748

(563) 326-8640  
FAX – (563) 328-4173  
E-MAIL - [engineer@scottcountyiowa.gov](mailto:engineer@scottcountyiowa.gov)  
WEB SITE - [www.scottcountyiowa.gov](http://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: Temporary Road Closures for the Quad City Triathlon

DATE: March 21, 2023

This resolution is to approve temporary road closures for the Quad City Triathlon on June 17, 2023. The roads will be closed to traffic for the bicycle portion of the race. The closures will take place during the morning and typically last approximately two hours. The Race Director coordinates with Scott County Conservation personnel and Scott County Sheriff's Office personnel to direct traffic and manage the road closures. Additionally, the Race Director notifies adjacent land owners by mail of the temporary closures a few days in advance of the race.

This request is for temporary closure of the following roads:

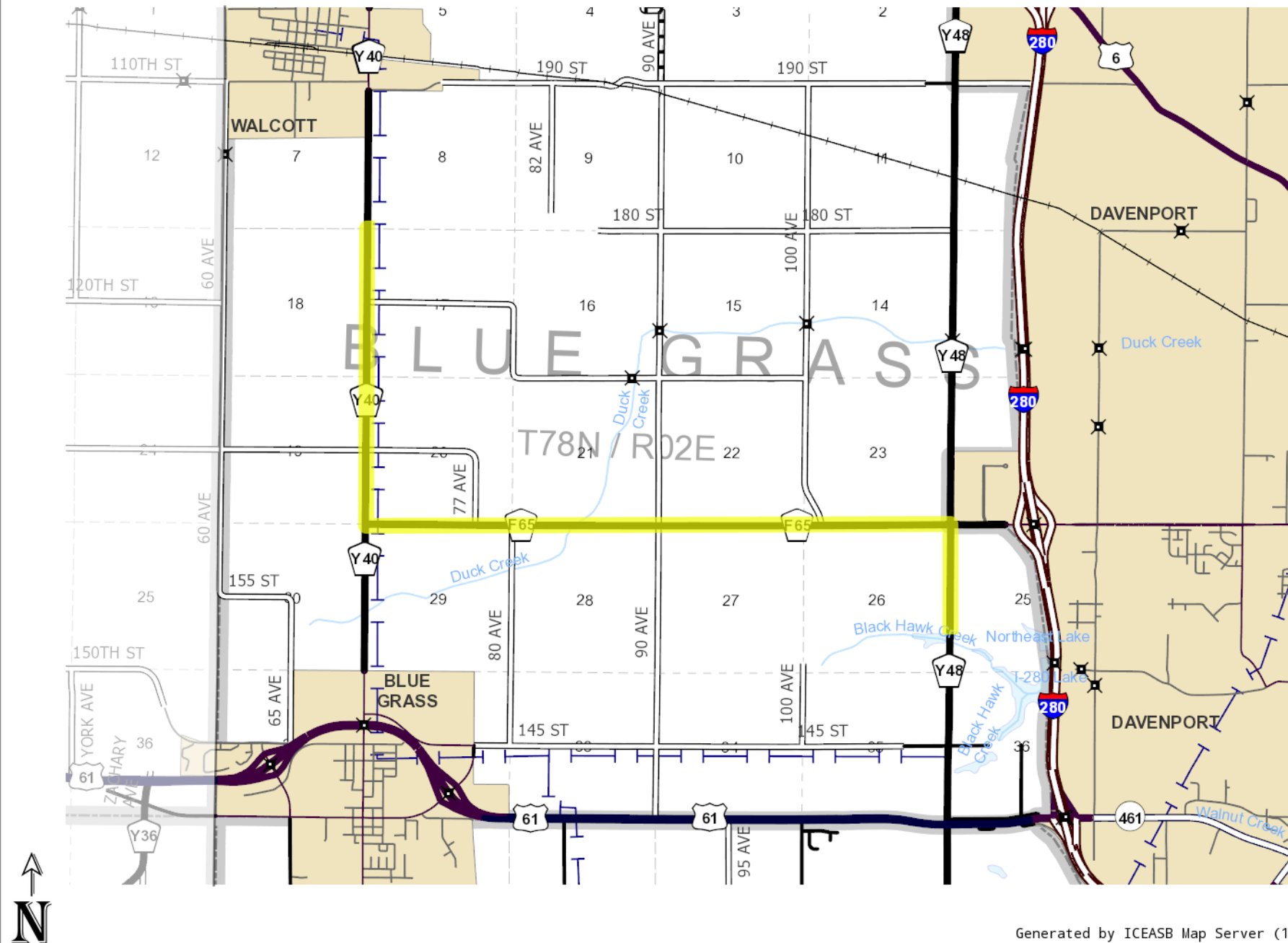
- Y48 (110<sup>th</sup> Avenue) from West Lake Park Gate 5 to F65 (160<sup>th</sup> Street)
- F65 (160<sup>th</sup> Street) from Y48 (110<sup>th</sup> Avenue) to Y40 (70<sup>th</sup> Avenue)
- Y40 (70<sup>th</sup> Avenue) from F65 (160<sup>th</sup> Street) north approximately 2 miles

I recommend approval of the temporary road closures. Attached to this memo is a location map.

# QC Triathlon Road Closure Map

Scott - ICEASB Easy Map

10:18 AM, Tue, Mar 21, 2023



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

March 30, 2023

APPROVAL OF TEMPORARY ROAD CLOSURES FOR THE  
QUAD CITY TRIATHLON ON JUNE 17, 2023

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

Section 1. That the request for road closures for the Quad  
City Triathlon to close Y48 (110<sup>th</sup> Avenue) from West Lake  
Park Gate 5 to F65 (160<sup>th</sup> Street) thence West on F65  
(160<sup>th</sup> Street) to Y40 (70<sup>th</sup> Avenue) thence North on Y40  
(70<sup>th</sup> Avenue) approximately 2 miles to the turn around on  
June 17, 2023, are approved.

Section 2. That the Quad City Triathlon will work with the  
Scott County Sheriff's Office and Scott County  
Conservation to provide the necessary traffic control  
and safety.

Section 3. That this resolution shall take effect  
immediately.



**SCOTT COUNTY ENGINEER'S OFFICE**

950 E. Blackhawk Trail  
Eldridge, Iowa 52748

(563) 326-8640  
FAX – (563) 328-4173  
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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: March 21, 2023

This resolution is to approve a federal funding agreement between Scott County and the Iowa Department of Transportation (Iowa DOT) for a bridge replacement project. This project is located on Z-30 (Wells Ferry Road), over Spencer Creek, in Section 6 of Pleasant Valley Township (just south of the I-80 overpass).

This project was awarded \$652,500 of Surface Transportation Block Grant (STBG) Program federal funding through the Bi-State Regional Commission Metropolitan Planning Organization. The total cost of the project is budgeted at \$1,050,000. The remaining construction costs will be paid out of our Highway Bridge Program (HBP) and Farm-to-Market (FM) accounts that are both managed by the Iowa DOT.

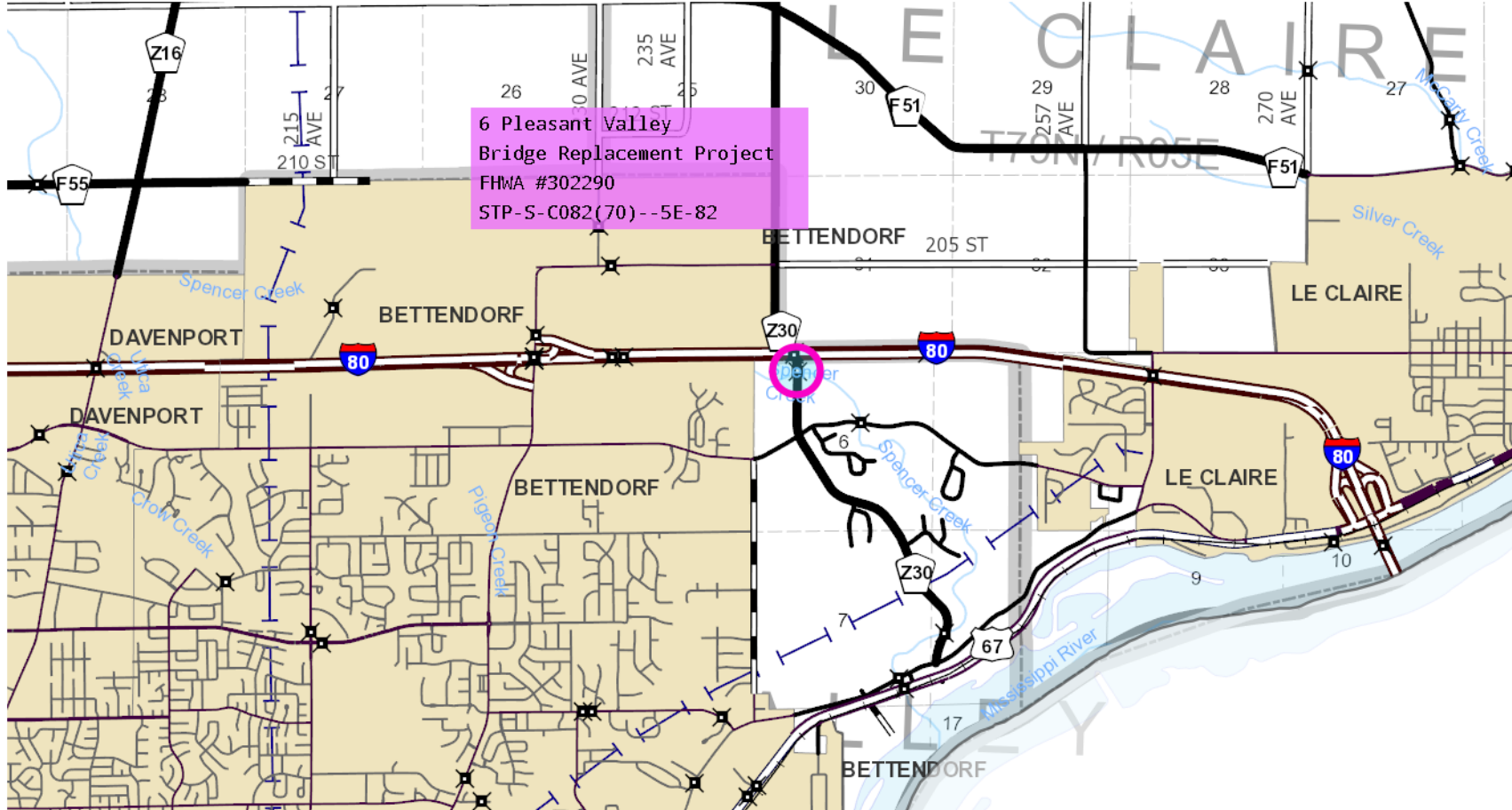
This project is in FY 2024 of our Five-Year Construction Program and is on schedule for a letting in February 2024. Construction project costs will be paid by the Iowa DOT out of our FM account with reimbursement of federal-aid funding through the grant.

Rob Cusack has reviewed the agreement and responded that it is sufficiently drafted to accomplish its intended purpose. I recommend entering into the agreement with the Iowa DOT for financing of this project with federal funds. Included with this memo is a project location map and the funding agreement.

# 6 Pleasant Valley

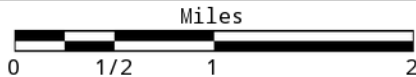
Scott - ICEASB Easy Map

8:35 AM, Wed, Jan 11, 2023



## Feature Key

Earth	Gravel	Seal Coat	County Pavement	State Pavement
Divided Hwy	Water	City	Township	Railroad
Bridge	County Hwy	State Hwy	US Hwy	



**IOWA DEPARTMENT OF TRANSPORTATION  
Federal-aid Agreement  
for a Surface Transportation Block Grant Program Project**

RECIPIENT: Scott County

Project No.: STP-S-C082(70)--5E-82

Iowa DOT Agreement No.: 6-23-STPS-008

CFDA No. and Title: 20.205 Highway Planning and Construction

This is an agreement between the 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 Federal funds to be administered by the DEPARTMENT.

The RECIPIENT has received Federal funding through the Surface Transportation Block Grant (STBG) Program. STBG funds are available for construction, reconstruction, rehabilitation, resurfacing, restoration and operational or safety improvement projects on Federal-aid highways, bridges (as defined by the National Bridge Inspection Standards) on any public road, and several other types of projects, as specified in 23 U.S.C. 133(b). Federal-aid highways include all Federal Functional Classifications, except for rural minor collectors or local roads.

Pursuant to the terms of this agreement, applicable statutes, and administrative rules, the DEPARTMENT agrees to provide STBG funding to the RECIPIENT for the authorized and approved costs for eligible items associated with the project.

The RECIPIENT and the DEPARTMENT previously entered into the following agreement(s) for the following funding sources related to the above referenced project:

<b>Funding Source</b>	<b>Agreement No.</b>	<b>Project No.</b>	<b>Full Execution Date</b>
Highway Bridge Program	6-23-HBP-009	STP-S-C082(70)--5E-82	In Progress

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 County Engineer.
3. The RECIPIENT shall be responsible for the development and completion of the following described STBG project:  
  
Bridge Replacement-CCS On Z30, Over Spence Creek, S6 T78 RE5
4. Eligible project activities will be limited to actual construction costs.
5. Costs associated with work outside the eligible project construction limits, routine maintenance activities, operations, and monitoring expenses are not eligible. In addition, administrative costs, engineering, inspection, legal, right of way, utility relocations, activities necessary to comply with Federal and State environmental or permit requirements, and fees or interest associated with bonds or loans are not eligible.
6. The RECIPIENT shall receive reimbursement for costs of authorized and approved eligible project activities from STBG funds. The portion of the project costs reimbursed by STBG funds shall be limited to a maximum of either 80 percent of eligible costs or the amount of \$652,500, as stipulated in the

Bi-State Regional Commission current Transportation Improvement Program (TIP) and approved in the current Statewide Transportation Improvement Program (STIP), whichever is less.

7. The RECIPIENT shall pay for all project costs not reimbursed with STBG funds.
8. If the project described in Section 3 drops out of the Bi-State Regional Commission current TIP or the approved current STIP prior to obligation of Federal funds, and the RECIPIENT fails to reprogram the project in the appropriate TIP and STIP within 3 years, this agreement shall become null and void.
9. The RECIPIENT shall let the project for bids through the DEPARTMENT.
10. If any part of this agreement is found to be void and unenforceable, the remaining provisions of this agreement shall remain in effect.
11. It is the intent of both parties that no third-party beneficiaries be created by this agreement.
12. 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.

IN WITNESS WHEREOF, each of the parties hereto has executed this agreement as of the date shown opposite its signature below.

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**County Signature Block**

This agreement was approved by official action of the Scott County Board of Supervisors in official session on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
County Auditor

\_\_\_\_\_  
Chair, County Board of Supervisors

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IOWA DEPARTMENT OF TRANSPORTATION  
Highway Administration

By \_\_\_\_\_ Date \_\_\_\_\_, 20\_\_\_\_\_  
Dillon Feldmann, P.E.  
Local Systems Field Engineer  
Eastern Region

## **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](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](http://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

March 30, 2023

APPROVAL OF AGREEMENT FOR USE OF FEDERAL-AID FUNDS FOR A BRIDGE  
REPLACEMENT PROJECT ON Z-30, OVER SPENCER CREEK, IN SECTION 6 OF  
PLEASANT VALLEY TOWNSHIP - PROJECT NO. STP-S-C082(70)--5E-82

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

Section 1. That the agreement for use of federal-aid funds  
between Scott County and the Iowa Department of  
Transportation for a bridge replacement project on Z-30  
(Wells Ferry Road), over Spencer Creek, in Section 6 of  
Pleasant Valley Township (Project No. STP-S-C082(70)--5E-  
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.

## Facility & Support Services

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

(563) 328-3245 Fax



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

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March 17, 2023

TO: Mahesh Sharma; County Administrator  
FROM: Chris Still; Facility Maintenance Manager  
RE: Scott County Jail UPS replacement project

As part of Facility and Support Services ongoing review of building infrastructure, a project to replace the Scott County Jail's Uninterruptible Power Supply (UPS) system was included in the capital project plan for fiscal years 2023 and 2024. The Jail's UPS system is critical to the security electronics equipment and "bridges" the gap between a utility outage and generator support during a power outage. The UPS does this by maintaining power to the security systems during this brief period to prevent a complete outage.

Based on the age of the current UPS (approx. 20 years) and knowing that the UPS is becoming more difficult to maintain due to lack of manufacturer support FSS put this project out to bid for replacement in early February of 2023.

On February 20<sup>th</sup>, 2023, FSS, and Wold Architects conducted a walk-through at the Jail for potential bidders to view the existing system. Three potential bidders were at that walk-through. On March 6<sup>th</sup>, 2023, FSS held a bid opening at the Scott County Administrative Center and received two bids for this project. They are as follows.

Vendor	Bid	Location
Davenport Electrical Contract Co.	\$71,475.00	Davenport, IA
Tri-City Electric Co	\$66,550.00	Davenport, IA

This project is budgeted in the current CIP plan and split between fiscal years 2023 and 2024 for \$120,000.00.

\$8,000.00 is budgeted for in FY'23 for professional services that includes project design and bid review.

\$112,000.00 are included in FY'24 for the actual project to replace the existing UPS in Scott County Jail.

After a thorough review of the bids received Facility and Support Services recommends awarding this contract to Tri-City Electric Co. in the amount of \$66,550.00. Tri-City Electric is a vendor that we have worked with on numerous projects with good results.

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

CC: Sheriff Tim Lane  
Major Bryce Schmidt  
FSS Management Team

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

March 30, 2023

A RESOLUTION APPROVING THE BID AND AWARDING THE CONTRACT FOR THE  
JAIL UPS REPLACEMENT IN THE AMOUNT OF \$66,550.00 TO TRI-CITY  
ELECTRIC COMPANY

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

- Section 1. That the bid for the Jail UPS replacement project be awarded to Tri-City Electric Company in the amount of \$66,550.00.
- Section 2. That the Facility & Support Services Director is hereby authorized to execute contract documents on behalf of the Scott County Board of Supervisors.
- Section 4. This resolution shall take effect immediately.

SCOTT COUNTY ORDINANCE NO. \_\_-\_\_

AN ORDINANCE TO REPEAL SECTIONS 5-4, 5-9, 5-10 AND 5-11 OF CHAPTER 5 OF THE SCOTT COUNTY CODE AND ADOPT NEW SECTIONS 5-4, 5-9, 5-10 AND 5-11 TO ADOPT THE STATE PLUMBING CODE, STATE MECHANICAL CODE AND STATE ELECTRICAL CODE FOR ALL NEW BUILDINGS AND VARIOUS STRUCTURES IN THE UNINCORPORATED AREAS OF SCOTT COUNTY AND CERTAIN CITIES WITHIN SCOTT COUNTY

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

Section 1. Repeal all of Sections 5-4, 5-9, 5-10 and 5-11 of Chapter 5, SCOTT COUNTY CODE.

Section 2. Adopt new Sections 5-4, 5-9, 5-10 and 5-11 of Chapter 5, SCOTT COUNTY CODE, which reads as follows:

**SECTION 5-4 ADOPTION OF CONSTRUCTION CODES**

The International Building Code 2015 Edition, International Energy Conservation Code 2015 Edition, International Residential Code Edition 2015, The 2020 National Electrical Code as adopted and amended by the State of Iowa, International Property Maintenance Code 2015 Edition, The 2021 International Mechanical Code, as adopted and amended by the State of Iowa Administrative Code 641 Chapter 61, The 2021 Uniform Plumbing Code, as adopted and amended by the State of Iowa Administrative Code 641 Chapter 25, International Swimming Pool and Spa Code 2015 Edition and related codes as referenced, are hereby adopted in full except for such portions as may hereinafter be deleted, modified, or amended. An official copy of the International Building Code 2015 Edition, International Energy Conservation Code 2015 Edition, International Residential Code 2015 Edition, National Electrical Code as adopted and amended by the State of Iowa, International Property Maintenance Code 2015 Edition, The Iowa Mechanical Code as adopted and amended by the State of Iowa Administrative Code 641 Chapter 61, and The Plumbing Code as adopted and amended by the State of Iowa Administrative Code 641 Chapter 25, International Swimming Pool and Spa Code 2015 Edition and all amendments are on file in the office of the Planning and Development Department for public inspection. If any conflict exists between the adopted International Codes, National Electrical Code, Uniform Code, and State Code, the more restrictive code requirement applies.

**SECTION 5-9 STATE PLUMBING CODE**

The Plumbing Code as adopted and amended by the State of Iowa Administrative Code 641 Chapter 25 is hereby adopted by reference as the plumbing code for Scott County, Iowa subject to the amendments and adoptions by the State of Iowa Department of Public Safety.

Delete and Replace Sec 104.4.3: Expiration. Every permit issued shall become invalid unless the work authorized by such permit is commenced within 180 days after the issuance date, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. All work shall be completed within one (1) year of the issuance date. The Building Official is authorized to issue extensions of 180 days for one half the original fee or a set fee determined by the Building Official on the work left to be completed.

#### SECTION 5-10 STATE MECHANICAL CODE

The State Mechanical Code as adopted and amended by the State of Iowa Administrative Code 641 Chapter 61 is hereby adopted by reference as the mechanical code for Scott County, Iowa, subject to the amendments and adoptions by the State of Iowa Department of Public Safety.

Delete and Replace Sec 106.4.3: Expiration. Every permit issued shall become invalid unless the work authorized by such permit is commenced within 180 days after the issuance date, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. All work shall be completed within one (1) year of the issuance date. The Building Official is authorized to issue extensions of 180 days for one half the original fee or a set fee determined by the Building Official on the work left to be completed.

#### SECTION 5-11 STATE ELECTRIC CODE

The Electrical Code as adopted and amended by the State of Iowa is hereby adopted by reference as the electrical code for Scott County, Iowa, subject to the amendments and adoptions by the State of Iowa Department of Public Safety.

Add to article 90. 90.10 Expiration: Every permit issued shall become invalid unless the work authorized by such permit is commenced within 180 days after the issuance date, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. All work shall be completed within one (1) year of the issuance date. The Building Official is authorized to issue extensions of 180 days for one half the original fee or a set fee determined by the Building Official on the work left to be completed.

Section 3. The County Auditor is directed to record this ordinance in the County Recorder's Office and publish the new ordinance in accordance with State Law.

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

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

Section 6. Effective Date. This ordinance shall take effect upon passage and publication according to law with enforcement beginning April 1<sup>st</sup>, 2023.

Approved this 30th day of March, 2023.

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Ken Beck, Chair of the Board  
Scott County Board of Supervisors

---

Kerri Tompkins, County Auditor



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

March 30, 2023

### APPROVAL OF STAFF APPOINTMENTS

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

Section 1. The hiring of Kayleah Ruby for the position of Multi-Service Clerk with the Treasurer's Office at entry level rate.

Section 2. The hiring of Cullen George for the position of Security Guard with the FSS Department at entry level rate.

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

March 30, 2023

### **Recognizing the Week of April 3-9, 2023 as National Public Health Week**

**WHEREAS** the week of April 3-9, 2023, is National Public Health Week, and the theme is "Centering and Celebrating Cultures in Health."; and

**WHEREAS** public health collaborates with partners outside of the health sector, including city planners, transportation officials, education officials, and private sector businesses, recognizing that other sectors can influence health outcomes; and

**WHEREAS** in communities across the United States, individuals are changing the way they care for their health by avoiding tobacco use, eating healthier, increasing physical activity, and preventing unintentional injuries at home and in the workplace; and

**WHEREAS** efforts to adequately support public health and the prevention of disease and injury can continue to transform a health system focused on treating illness into a health system focused on preventing disease and injury and promoting wellness; and

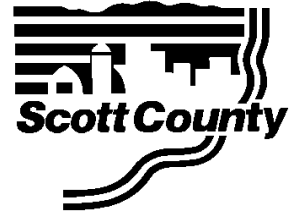
**WHEREAS** the Scott County Health Department promotes, protects, and preserves health through leadership, service, education, and partnerships.

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

Section 1. That the Board of Supervisors does hereby proclaim April 3-9, 2023, as National Public Health Week in Scott County and encourages all citizens to observe this week by helping our families, friends, neighbors, co-workers, and leaders better understand the value of public health and to celebrate public health's accomplishments.

Section 2. This resolution shall take effect immediately.

**Scott County Auditor's Office**  
**Auditor Kerri Tompkins**  
600 W. 4<sup>TH</sup> Street  
Davenport, Iowa 52801  
Ph: (563) 326-8631 Fax: (563) 326-8601  
[www.scottcountyiowa.gov](http://www.scottcountyiowa.gov)



---

To: Scott County Board of Supervisors  
From: Kerri Tompkins, Scott County Auditor  
Re: Pay Rates for Election Rovers

Date: March 28, 2023

My office is requesting to increase the pay rate for the Election Rover position (usually Sheriff Reserves) beginning July 1st, 2023. This position has served the Scott County Auditor's Office since 2013 by providing extra security and support on election days without any pay increase since its inception.

Their presence is appreciated via staff, the poll workers and voters throughout the day. They assist with technology and security, and they are a calming presence in the community on election day. In addition, they are needed at the end of the election night to assist with the collection of the election results. If not for this position, two poll workers would be needed for extra time.

For this expertise we currently pay \$20.00 an hour, and the proposed increase is \$25.00 an hour. During a General Election, we typically employ 11 Election Rovers during the day, 6:00 a.m.-9:00 p.m. and then pick-up after the polls close for a 16 hour day. The average is \$320 a day and would now be \$400 for each Election Rover, with a total increase of \$880. In reviewing the budget, there is adequate funding to accommodate the pay increase without any budget amendments. In addition, the Election Rover expense is reimbursed for city school and special elections.

This partnership is invaluable for a busy day and much appreciated by my office. I will be available at the March 28th Committee of the Whole meeting and would be happy to answer any questions. Thank you for your consideration.

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**

March 30, 2023

#### **RESOLUTION TO CONFIRM THE RATES OF PAY FOR ELECTION ROVERS**

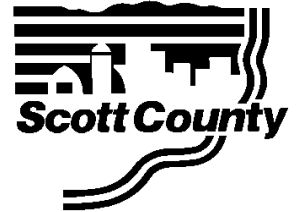
WHEREAS, Election Rovers (often Scott County Sheriff's Reserves) provide support to the Scott County Auditor's Office on election days with the utmost integrity, and thereby protect and promote the public trust and confidence in the democratic process, and,

WHEREAS, Election Rovers ensure a safe voting environment and provide support to poll workers, staff and voters,

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

Section 1. The rate of pay for Election Rovers shall be \$25.00 per hour beginning July 1, 2023.

**Scott County Auditor's Office**  
**Auditor Kerri Tompkins**  
600 W. 4<sup>TH</sup> Street  
Davenport, Iowa 52801  
Ph: (563) 326-8631 Fax: (563) 326-8601  
[www.scottcountyiowa.gov](http://www.scottcountyiowa.gov)



---

To: Scott County Board of Supervisors  
From: Kerri Tompkins, Scott County Auditor  
Re: Modus Elections Software

Date: March 28, 2023

My office is requesting a new contract for election software to assist with election management. This item was included in the approved FY23 budget amendment and is included in FY24. An RFP was released on 1/19/23 and closed on 2/2/23. Six vendors responded to the request. After vetting each response, I would like to award this contract to InTech Software Solutions, Inc. for Modus Elections Software. The implementation fee is \$1,900.00, which includes a negotiated discount of \$2,000 with a five-year contract. The initial annual expense will be \$14,504. The system is used and billed via modules (Election Worker & Polling Place Management, Election Worker Online Information Portal, Online Election Worker Training, Equipment Management and RFID Real Time Equipment Tracking). To reduce expenses, I am recommending to exclude the Equipment Management and RFID Real Time Equipment Tracking modules at this time. My goal is to add these modules in the future.

Modus Elections Software is a customized election software system that assists with election management to improve efficiency, accuracy, and security that is cloud based. This tool will significantly enhance the election department similarly to specific software tools in other departments (HR, Finance, etc.). Currently, the staff utilizes numerous spreadsheets to coordinate election services. These sheets are time consuming to customize, and difficult to maintain and share to keep staff updated. This tool will also assist with online poll worker training, and will improve communication with poll workers and poll sites.

By December 2023, Modus will have a Project Management Module to assist with election timelines that will be instrumental in the organizational process. The customization will allow us to create task-oriented timelines specific to our elections that will be accessible for all staff to view and provide increased management oversight. The addition of this module when it is available will increase the annual expense, but the fee has yet to be determined via Modus. The original annual budget expense is \$20,000 and the annual fee will be below this expense with the added Project Management Module.

Modus was created via election staff, and is currently in 22 counties in Iowa and counting. Due to the popularity in Iowa, Iowa State Association of Counties (ISAC) has a communication forum to connect staff and assist in customizing for continuous improvements as the State of Iowa updates election legislation. Scott County has participated in this forum since it began to learn from other counties and ensure it will be a good fit for the future.

This product is a great opportunity for the Scott County Auditor's Office. My staff and I are very excited to implement this new tool, should this contract be approved. I will be available at the March 28th Committee of the Whole meeting and would be happy to answer any questions. Thank you for your consideration.

**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**

**March 30, 2023**

**APPROVING PURCHASE OF MODUS ELECTIONS SOFTWARE**

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

Section 1. The purchase of Modus Elections Software from InTech Software Solutions, Inc. The implementation fee is \$1,900 and the software is \$14,504, for a total initial expense is \$16,404 is hereby approved.

Section 2. Authorized to add additional modules after review with estimates not to exceed \$2,500 annually.

Section 3. This resolution shall take effect immediately.

**OFFICE OF THE COUNTY ADMINISTRATOR**

600 West Fourth Street  
Davenport, Iowa 52801-1003

Office: (563) 326-8702  
Fax: (563) 328-3285  
[www.scottcountyiowa.gov](http://www.scottcountyiowa.gov)



March 20, 2023

TO: Mahesh Sharma, County Administrator

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

SUBJECT: City of Bettendorf CAT Grant matching request

The City of Bettendorf is planning to seek a Community Attraction and Tourism (CAT) grant of \$1 million to fund a new waterpark for the community. The Bettendorf City Council is requesting a match of \$50,000 from the County because a county match is required for the grant. Attached is the letter for the request.

If the Board wishes to approve the CAT grant request, the county would use the capital budget project for trails and CAT grants. The County can contribute \$10,000 in fiscal year 2024 and \$40,000 in fiscal year 2025 without changing the capital plan of the County. The County has committed to other CAT grants, Nahant Marsh and the City of Davenport MLK Park, in fiscal year 2023 and 2024. The county normally budgets \$50,000 per year for CAT Funding.



1609 State Street • Bettendorf, Iowa 52722-4937 • (563) 344-4000

March 17, 2023

Ken Beck, Chair  
Scott County Board of Supervisors  
Administrative Center  
600 W. 4<sup>th</sup> Street  
Davenport, IA 52801

Dear Ken:

As you are aware the City of Bettendorf is building a new waterpark and has applied for a Community Attraction and Tourism (CAT) grant for \$1 million. As a part of the requirements for the grant, Scott County is required to give a contribution. Therefore, we request that the County commit \$50,000 to aid in the grant application.

Thank you in advance for your consideration.

Please feel free to contact me if you have any questions.

Sincerely,

Decker P. Ploehn  
City Administrator



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

MARCH 30, 2023

#### APPROVAL OF SUPPORT FOR CAT GRANT APPLICATION FOR THE CITY OF BETTENDORF

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

- Section 1. The Scott County Board supports the grant application begin submitted being submitted to the Vision Iowa CAT (Community Attraction and Tourism) by the City of Bettendorf.
- Section 2. The County Board agrees to participate via \$10,000 in FY 2024, \$40,000 in 2025.
- Section 3. This resolution shall take effect immediately.

**OFFICE OF THE COUNTY ADMINISTRATOR**

600 West Fourth Street  
Davenport, Iowa 52801-1003

Office: (563) 326-8702  
Fax: (563) 328-3285  
[www.scottcountyiowa.gov](http://www.scottcountyiowa.gov)



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March 13, 2023

TO: Mahesh Sharma

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

SUBJ: Scott County and Scott County Public Safety Authority Continuing Disclosure Requirements

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In accordance with County Policy 13, *Tax Compliance Procedures relating to Tax-Exempt Bonds*, County Administration has filed, and verified, that all required continuing disclosures have been completed in relation to the June 30, 2022 financial statements. The Annual Financial Information and Operation Data for the year ended June 30, 2022 was posted to the Electronic Municipal Market Access (EMMA) database on March 9, 2023. This filing is within the required 365 days after fiscal year end.

Additionally, training to the Board will be held with the Board in the event of any new members or approval of an official statement. Training will be scheduled for our new board members in the month of April. I attend training annually through GFOA and bond counsel courses. This is in accordance with the policies and procedures regarding municipal securities disclosure as approved by the Scott County Board October 8, 2015.

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

March 30, 2023

APPROVAL OF APPOINTMENTS TO BOARDS AND COMMISSIONS

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

- Section 1. That the appointment of Katie Carton to the Community Action of Eastern Iowa Board for an unexpired one (1) year term, expiring on December 31, 2023 is hereby approved.
- Section 2. That the appointment of Mary Beth Madden to the Zoning Board of Adjustment for a five (5) year term, expiring on May 1, 2028 is hereby approved.
- Section 3. That the appointment of Dave Oberbroeckling to the Airport Zoning Commission for a six (6) year term, expiring on May 31, 2029 is hereby approved.
- Section 4. That the appointment of Maria Kobelenske to the Veterans Affair Commission for a three (3) year term, expiring on May 31, 2026 is hereby approved.
- Section 5. That the appointment of Wayne Kraft to the Veterans Affair Commission for a three (3) year term, expiring on May 31, 2026 is hereby approved.
- Section 6. This resolution shall take effect immediately.