



**SCOTT COUNTY EMERGENCY MANAGEMENT COMMISSION**

Mayor Bob Gallagher, Chair  
David Donovan, Emergency Management Coordinator  
1100 East 46<sup>th</sup> Street, Davenport, Iowa 52807  
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**Tentative Special Meeting Agenda  
May 17, 2018 at 6:00 p.m.  
Emergency Operations Center Conference Room  
1100 E. 46<sup>th</sup> St  
Davenport, IA 52807**

**A - Approval of Meeting Agenda and Minutes**

- 1) Changes to and/or approval of Meeting Agenda – today’s meeting  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_
  
- 2) Approval of Minutes from the April 19, 2018 meeting will be conducted at the next regularly scheduled meeting on July 19, 2018.

**B - Old Business**

- 1) None

**C – New Business**

- 1) Amendment of EMA 2018 Budget: See attached publication notice and spreadsheet for proposed budget amendment. Proposed amendment will reflect anticipated second payment for the EMPG grant – payment for 2017 was delayed into current budget. Amendment will also reflect revenues and expenditures for the HMEP commodity flow study and for increased part-time hours that occurred with the hiring of the second position in July 2018.
- 2) Motion to Open a Public Hearing Relative to the EMA 2018 Budget Amendment  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_
  
- 3) Motion to Close the Public Hearing  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_

**D - Coordinator’s Report**

- 1) None
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**E – Actions and Approvals**

- 1) Motion approving the proposed amendment to the Scott County Emergency Management Agency fiscal year 2017-18 budget as presented and published.

Motion\_\_\_\_\_ Second\_\_\_\_\_

Roll Call Vote:

Bettendorf	_____
Blue Grass	_____
Buffalo	_____
Davenport	_____
Dixon	_____
Donahue	_____
Eldridge	_____
Le Claire	_____
Long Grove	_____
Maysville	_____
McCausland	_____
New Liberty	_____
Panorama Park	_____
Princeton	_____
Riverdale	_____
Scott Co. Board	_____
Scott Co. Sheriff	_____
Walcott	_____

**F – Next Meeting**

Next Scheduled Meeting – July 19, 2018, 6:00pm, for a regularly scheduled quarterly meeting.

**G – Adjourn**

Motion to Adjourn

Motion\_\_\_\_\_ Second\_\_\_\_\_ Ayes\_\_\_\_\_ Nays\_\_\_\_\_

Time\_\_\_\_\_

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**NOTICE OF PUBLIC HEARING -- AMENDMENT OF CURRENT BUDGET**

The Emergency Management Commission of Scott County, Iowa will meet at: 1100 E. 46<sup>th</sup> St., Davenport, IA 52807, on May 17, 2018 at 6:00 p.m., for the purpose of amending the current Scott County Emergency Management Agency budget for the fiscal year ending June 30, 2018, by revising expenditures in the following funds:

Increasing Emergency Management Fund (480) expenditures from \$ 249,770.00 to \$ 266,204.00

Reasons for increase: to adjust Fund 480 expenditures for staffing changes and additional professional service expenses in the adopted budget. The increase in expenditures set out above will be met from increased receipts and/or cash balances not budgeted or considered in the current budget.

There will be no increase in taxes to be paid in the fiscal year ending June 30, 2018. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts (other than taxes), cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing.

David Donovan, EMA Coordinator



Account	Account Description	Adopted	YTD	Budget less YTD	% Used	Prior Year Total	Calculated	Diff from Budg	Estimated	Diff From Budg
Fund 480 - Emergency Management Agency Fund										
<b>REVENUE</b>										
<b>42163</b>	<b>Federal (FEMA)</b>									
42163.01	Federal (FEMA) EMGP	39,000.00	39,000.00	.00	100	1,749.21	\$ 51,987.00	\$ (12,987.00)	\$ 78,000.00	(39,000.00)
42163.02	Federal (FEMA) HMEP-T	4,160.00	.00	4,160.00	0	1,361.46	\$ -	\$ 4,160.00	\$ 4,160.00	0.00
42163.03	Federal (FEMA) HMEP-P	2,374.00	.00	2,374.00	0	.00	\$ -	\$ 2,374.00	\$ 5,000.00	(2,626.00)
42163.05	Federal (FEMA) Hazard Mitigation Grant	8,000.00	.00	8,000.00	0	.00	\$ -	\$ 8,000.00	\$ 13,972.50	(5,972.50)
	<b>42163 - Federal (FEMA) Totals</b>	<b>\$53,534.00</b>	<b>\$39,000.00</b>	<b>\$14,534.00</b>	<b>73%</b>	<b>\$3,110.67</b>	<b>\$ 51,987.00</b>	<b>\$ 1,547.00</b>	<b>\$ 101,132.50</b>	<b>(47,598.50)</b>
43809	Reimbursements from Scott County	76,709.00	.00	76,709.00	0	76,209.00	\$ -	\$ 76,709.00	\$ 76,709.00	0.00
46035	Professional Services offered to others	58,504.00	38,813.36	19,690.64	66	57,078.00	\$ 51,738.21	\$ 6,765.79	\$ 58,504.00	0.00
47010	Interest on Investments	.00	.00	.00	+++	921.00	\$ -	\$ -	\$ -	0.00
48121.00	Refunds & Reimbursement Default	3,423.00	.00	3,423.00	0	5,932.39	\$ -	\$ 3,423.00	\$ 1,200.00	2,223.00
48121.04	Refunds & Reimbursement Exelon	35,000.00	37,317.97	(2,317.97)	107	36,986.43	\$ 49,744.85	\$ (14,744.85)	\$ 37,317.97	(2,317.97)
48121.05	Refunds & Reimbursement DAEC	22,000.00	.00	22,000.00	0	19,000.00	\$ -	\$ 22,000.00	\$ 19,000.00	3,000.00
	<b>48121 - Refunds &amp; Reimbursement Totals</b>	<b>\$195,636.00</b>	<b>\$76,131.33</b>	<b>\$119,504.67</b>	<b>62%</b>	<b>\$196,126.82</b>	<b>\$ 101,483.06</b>	<b>\$ 94,152.94</b>	<b>\$ 192,730.97</b>	<b>2,905.03</b>
Department 68 - Emergency Management Agency/EMA		\$249,170.00	\$115,131.33	\$134,038.67	46%	\$199,237.49	\$ 153,470.06	\$ 95,699.94	\$ 293,863.47	\$ (44,693.47)
	<b>REVENUE TOTALS</b>	<b>\$249,170.00</b>	<b>\$115,131.33</b>	<b>\$134,038.67</b>	<b>46%</b>	<b>\$199,237.49</b>	<b>\$ 153,470.06</b>	<b>\$ 95,699.94</b>	<b>\$ 293,863.47</b>	<b>(44,693.47)</b>
<b>EXPENSE</b>										
<b>61-62000</b>	<b>Personnel Services</b>									
61010.01	Salaries Regular	144,000.00	105,061.41	38,938.59	73	124,701.38	\$ 140,046.86	\$ 3,953.14	\$ 147,500.00	(3,500.00)
62002	Health/Medical Benefits	17,250.00	12,895.04	4,354.96	75	16,356.02	\$ 17,189.09	\$ 60.91	\$ 17,250.00	0.00
62003	Social Security (FICA)	10,750.00	8,023.47	2,726.53	75	9,492.19	\$ 10,695.29	\$ 54.71	\$ 11,100.00	(350.00)
62004	Retirement (IPERS)	12,420.00	8,179.56	4,240.44	66	12,450.07	\$ 10,903.35	\$ 1,516.65	\$ 12,500.00	(80.00)
62007	Deferred Compensation Allowance	1,000.00	500.00	500.00	50	500.00	\$ 500.00	\$ 500.00	\$ 500.00	500.00
	<b>61-62000 - Personnel Services Totals</b>	<b>185,420.00</b>	<b>134,659.48</b>	<b>50,760.52</b>	<b>.00</b>	<b>163,499.66</b>	<b>179,334.59</b>	<b>6,085.41</b>	<b>188,850.00</b>	<b>(3,430.00)</b>
<b>63071</b>	<b>Technology &amp; Equipment</b>									
63071.01	Technology & Equipment Office Furniture & Equipment	.00	3,803.52	(3,803.52)	+++	.00	\$ 5,070.09	\$ (5,070.09)	\$ 3,804.00	(3,804.00)
63071.02	Technology & Equipment Other Equipment	2,800.00	1,618.02	1,181.98	58	3,574.46	\$ 2,156.82	\$ 643.18	\$ 1,700.00	1,100.00
	<b>63071 - Technology &amp; Equipment Totals</b>	<b>\$2,800.00</b>	<b>\$5,421.54</b>	<b>(\$2,621.54)</b>	<b>194%</b>	<b>\$3,574.46</b>	<b>\$ 7,226.91</b>	<b>\$ (4,426.91)</b>	<b>\$ 5,504.00</b>	<b>\$ (2,704.00)</b>
	<b>Operating Expenses</b>									
63073	Other Improvements/Space Utilization	2,000.00	.00	2,000.00	0	424.19	\$ -	\$ 2,000.00	\$ 2,000.00	0.00
64010	Travel	2,250.00	1,557.61	692.39	69	1,907.98	\$ 2,076.29	\$ 173.71	\$ 2,250.00	0.00
64011.00	Schools of Instruction General	4,750.00	821.81	3,928.19	17	4,886.89	\$ 1,095.47	\$ 3,654.53	\$ 3,500.00	1,250.00
64015	Public Notices	450.00	50.39	399.61	11	39.92	\$ 67.17	\$ 382.83	\$ 150.00	300.00
64016	Memberships	300.00	300.00	.00	100	291.50	\$ 399.90	\$ (99.90)	\$ 300.00	0.00
64018.01	Maintenance Vehicles	4,250.00	556.71	3,693.29	13	7,804.09	\$ 742.09	\$ 3,507.91	\$ 3,000.00	1,250.00
64018.02	Maintenance Buildings	.00	253.00	(253.00)	+++	345.00	\$ 337.25	\$ (337.25)	\$ 300.00	(300.00)
64018.03	Maintenance Equipment	1,500.00	7,940.00	(7,040.00)	569	1,180.00	\$ 10,584.02	\$ (9,084.02)	\$ 9,000.00	(7,500.00)
64018.04	Maintenance Computer Software	5,100.00	.00	5,100.00	0	2,459.99	\$ -	\$ 5,100.00	\$ 3,500.00	1,600.00
64021.01	Data Processing Hardware Costs	4,000.00	.00	4,000.00	0	354.48	\$ -	\$ 4,000.00	\$ 2,500.00	1,500.00
64027	Postage & Shipping	100.00	.00	100.00	0	.00	\$ -	\$ 100.00	\$ 100.00	0.00



Account	Account Description	Adopted	YTD	Budget less YTD	% Used	Prior Year Total	Calculated	Diff from Budg	Estimated	Diff From Budg
64028.03	Telephone Cellular	3,000.00	2,986.73	13.27	100	3,200.02	\$ 3,981.31	\$ (981.31)	\$ 4,000.00	(1,000.00)
64028.05	Telephone Other	1,200.00	963.64	236.36	80	930.14	\$ 1,284.53	\$ (84.53)	\$ 1,100.00	100.00
64037	Professional Services	18,500.00	18,629.98	(129.98)	101	11,470.02	\$ 24,833.76	\$ (6,333.76)	\$ 28,000.00	(9,500.00)
64040	Contingency	2,250.00	1,187.49	1,062.51	53	5,518.43	\$ 1,582.92	\$ 667.08	\$ 2,250.00	0.00
64055.00	Insurance Premiums Default	3,500.00	3,225.00	275.00	92	3,225.00	\$ 4,298.93	\$ (798.93)	\$ 3,225.00	275.00
66012.00	Supplies General	3,500.00	2,164.44	1,335.56	62	6,106.89	\$ 2,885.20	\$ 614.80	\$ 3,100.00	400.00
66012.02	Supplies Office Printing	400.00	247.74	152.26	62	459.99	\$ 330.24	\$ 69.76	\$ 300.00	100.00
66012.03	Supplies Clothing	400.00	.00	400.00	0	.00	\$ -	\$ 400.00	\$ 400.00	0.00
66015	Periodicals & Subscriptions	100.00	.00	100.00	0	.00	\$ -	\$ 100.00	\$ 100.00	0.00
66016.01	Vehicle Supplies Fuels & Lubricants	2,800.00	625.01	2,174.99	22	1,249.58	\$ 833.14	\$ 1,966.86	\$ 2,100.00	700.00
66016.02	Vehicle Supplies Vehicular Parts	1,200.00	114.30	1,085.70	10	187.32	\$ 152.36	\$ 1,047.64	\$ 675.00	525.00
	<b>Operating Expense Totals</b>	<b>61,550.00</b>	<b>41,623.85</b>	<b>19,326.15</b>		<b>52,041.43</b>	<b>55,484.59</b>	<b>6,065.41</b>	<b>71,850.00</b>	<b>(10,300.00)</b>
	<b>EXPENSE TOTALS</b>	<b>\$249,770.00</b>	<b>\$181,704.87</b>	<b>\$67,465.13</b>	<b>73%</b>	<b>\$219,115.55</b>	<b>\$ 242,212.59</b>	<b>\$ 7,557.41</b>	<b>\$ 266,204.00</b>	<b>(16,434.00)</b>
Fund 480 - Emergency Management Agency Fund Totals										
	REVENUE TOTALS	249,170.00	115,131.33	134,038.67	46%	199,237.49	\$ 153,470.06	\$ 95,699.94	\$ 293,863.47	(44,693.47)
	EXPENSE TOTALS	249,770.00	181,704.87	67,465.13	73%	219,115.55	\$ 242,212.59	\$ 7,557.41	\$ 266,204.00	(16,434.00)
Fund 480 - Emergency Management Agency Fund Totals		<b>(\$600.00)</b>	<b>(\$66,573.54)</b>	<b>\$66,573.54</b>		<b>(\$19,878.06)</b>	<b>\$ (88,742.53)</b>	<b>\$ 88,142.53</b>	<b>\$ 27,659.47</b>	<b>\$ (28,259.47)</b>