



**SCOTT COUNTY EMERGENCY MANAGEMENT COMMISSION**

Mayor Bob Gallagher, Chair  
David Donovan, Agency Director  
1100 East 46<sup>th</sup> Street, Davenport, Iowa 52807  
Phone 563-484-3050 david.donovan@scottcountyiowa.com

**Tentative Meeting Agenda**

**May 20, 2021, at 6:00 p.m.**

SCEMA Commission – In-person Meeting  
Emergency Operations Center Conference Room  
1100 E. 46<sup>th</sup> St  
Davenport, IA 52807

**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 15, 2021, Commission meeting (see attached)  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_

**Old Business**

- 1) Update on the Quad City P-25 Radio Project
- 2) COVID Response and Recovery Update
- 3) Update on the Genesis Well Project
- 4) Multi-Jurisdictional Hazard Mitigation Plan Update and Contract
- 5) Update on UAS Policy and MOU

**New Business**

- 1) Discussion of changes to the table of organization, new position job description and hiring – Emergency Management Support Specialist.
- 2) Approval of the purchase of an unmanned aircraft system and accessories.
- 3) Approval of the purchase of a digital message board.

**Public Hearing #1**

- 1) Motion to open a public hearing regarding an amendment to the Fiscal Year 2021 Budget for the Scott County Emergency Management Agency.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_

- 2) Public Hearing Comments
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3) Motion to close the public hearing.

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

**Public Hearing #2**

CANCELLED due to potential changes to project documents

**Actions and Approvals**

1) Approval of an amendment to the Fiscal Year 2021 Budget for the Scott County Emergency Management Agency, as presented and published.

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	_____

2) Approval of changes to the table of organization, adding the position of EMA Support Specialist, approving the job description, placing the position at Salary Range 20, and authorizing recruitment.

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

3) Approval of a contract with Bi-State Regional Commission to complete the update to the Scott County Multijurisdictional Hazard Mitigation Plan, contingent on final contract legal review and final grant award.

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

4) Approval of award of bid for an unmanned aircraft system and accessories to Frontier Precision in the total amount of \$32,507.99.

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

5) Approval of award of bid for a digital sign board from Iowa Plains Signing in the amount of \$16,600 as part of a joint purchase with Scott County Secondary Roads and Facility and Support Services.

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



**Next Meeting**

- 1) Next Scheduled Meeting – June 17, 2021, at 6:00pm, for a regularly scheduled, monthly Commission meeting.

**Adjourn**

- 1) Motion to Adjourn

Motion\_\_\_\_\_Second\_\_\_\_\_Ayes\_\_\_\_\_Nays\_\_\_\_\_





**SCOTT COUNTY EMERGENCY MANAGEMENT AGENCY**

David Donovan, Director  
Bob Gallagher, Commission Chair  
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**Scott County Emergency Management Agency Commission  
April 15, 2021, Meeting Minutes**

The Scott County Emergency Management Commission met for their April 2021 meeting on Thursday, April 15, 2021, at 6:00 p.m. The meeting was conducted in-person at Scott Emergency Communication Center in the Emergency Operations Center conference room.

**Commission Members present:**

Marty O'Boyle, Mayor of Eldridge; Mike Matson, Mayor of Davenport; Ken Schoenthaler, Mayor of Donahue; Tony Knobbe, Scott County Board of Supervisors; Michael Limberg, Mayor of Long Grove; John Kostichek, Mayor of Walcott; Ray Allen, Mayor of LeClaire.

**Others Present:**

Dave Donovan, Scott County EMA and SECC; Brian Payne, Scott County EMA; Jason Cook, SECC.

Vice-Chair Matson called the meeting to order at 6:03 p.m.

**Approval of Meeting Agenda and Minutes**

Mayor Limberg made a motion to approve the agenda for the April meeting. Supervisor Knobbe seconded the motion. All Ayes.

Mayor Schoenthaler made a motion to approve the minutes from the February 18, 2021, meeting of the Scott County Emergency Management Commission. Mayor O'Boyle seconded the motion. All Ayes.

**Old Business**

- 1) Donovan gave an overview of the work to date on the QC P-25 Radio System project, including tower construction activity. All towers have been constructed and shelters in place at all sites. RACOM to start working at SECC to get them ready for the new radio transition. Dave Donovan and team have been working on fleet mapping and Policies/Procedures related to using the new radio system.
  - 2) Donovan and Payne reported on the response and recovery to COVID-19, including vaccine planning. Payne reported on the vaccine clinic, currently operating at the former Sears store in NorthPark Mall. Continue to meet bi-weekly with the COVID Coalition. Both Payne and Donovan wanted to show their thanks to all partners involved with the COVID19 response. Payne started the discussion of starting to demobilize some operations related to COVID19. Payne stated that vaccine centers
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throughout Scott County are becoming operational, for example, Hy-Vee holding a clinic at the old Gordman's storefront.

- 3) Payne gave an update on the Genesis Well project. Working on resolving DNR and City of Davenport Ordinances before moving on with project. Will be meeting with Mayor Matson on those ordinances and keeping an open communication with the city and their residents near the project.
- 4) State of Iowa is deploying a new platform for Alert Iowa. Brian Payne was part of committee to find and develop the system. Looking to go live with the new platform July 1. Will be meeting with Mayors of their respective cities to promote using the system.

### **New Business**

- 1) Donovan led a discussion of the FY2021 amendment. EMA staff has started to look at the response expenses to date and reviewed some of the budget changes that are required. We are planning to have a Public Hearing for those changes in May during the regularly scheduled Commission meeting.
- 2) The Commission discussed the budgeted replacement of the pickup truck for the agency. The current vehicle is aging (10+ years) and not able to pull some larger trailers. EMA staff worked with County Purchasing and Fleet groups to get a bid on a replacement truck with higher towing capability. Received one bid from Courtesy Ford of Davenport for \$45,005. Donovan discussed that this purchase is included in the current budget.
- 3) Donovan started the discussion of the Unmanned Aircraft System Operations Policy. Looking to get bids for a drone that the County could use in Emergency situations. Will be bringing in someone to provide FAA training. Need this policy for the pilots to understand their duties.
- 4) Payne discussed with the Commission of recent meetings with local partners and fire departments in regards to Livestock Incident Planning. Working with Maysville Fire to write a grant to provide the equipment for these type of emergencies. Meetings and discussions have just started and will be continuing until a plan is in place.

### **Actions and Approval**

- 1) Mayor Limberg motioned to set a public hearing at the next Commission Meeting on Thursday, May 20, 2021 at 6:00 p.m. regarding an amendment to the Fiscal Year 2020-21 Budget. Seconded by Mayor Kostichuk, motion approved. All Ayes.
- 2) Mayor O'Boyle made a motion to approve the award of bid to Courtesy Ford for a vehicle replacement at the cost of \$45,005.00. Seconded by Supervisor Knobbe, motion approved. All Ayes.
- 3) Mayor Schoenthaler motioned approval of Policy #2 – UAS Operations, pending final legal review. Seconded by Mayor Limberg, motion approved. All Ayes.

### **Next Meeting**

Next Commission Meeting – May 20, 2021, at 6:00 p.m., including a Public Hearing on the proposed amendment to the FY2021 Budget.

### **G – Adjourn**

Mayor O'Boyle made a motion, and Mayor Limberg seconded to adjourn at 7:12 p.m. All ayes.

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**SCOTT COUNTY EMERGENCY MANAGEMENT AGENCY**

David Donovan, SECC/EMA Director  
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April 19, 2021

To: Mayor Bob Gallagher  
EMA Commission Chair

From: David Donovan  
EMA/SECC Director

Subj: Approval of contract with Bi-State Regional Planning Commission for the Multi-Jurisdictional Hazard Mitigation Plan Update.

As you recall, we applied to the State of Iowa for a Building Resilient Infrastructure and Communities (BRIC) grant to fund the 2023 update to the Scott County Multi-Jurisdictional Hazard Mitigation Plan (HMP). The Commission approved that application in December of 2020. Although that grant has yet to be awarded, we expect that award soon and want to be ready to proceed with the project. Our deadline for an approved plan update is June of 2023.

Attached is a proposed contract with Bi-State Regional Commission for planning services to complete that plan update. Our grant will provide \$22,500 in federal funding, which we reported in December. Recently, we learned that the State of Iowa will provide \$3,000 in state match funding. Bi-state has agreed to use some of their staff time as local match. Together with EMA staff time and time from other cities that participate in the planning meetings, we are confident that the entire local match of \$14,500 will be fulfilled. That means that we do not anticipate the need to spend EMA funding to meet the local match. In December we proposed a cash match. Working with Bi-State we now propose no out-of-pocket expense for this project.

I recommend that the Scott County EMA Commission approve the contract with Bi-state Regional Commission for the Hazard Mitigation Plan update, contingent on final legal review of the contract document and final grant award.

CC: Brian Payne  
Jim Hawkes

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**AGREEMENT FOR SERVICES  
BETWEEN  
BI-STATE REGIONAL COMMISSION  
AND  
SCOTT COUNTY, IOWA**

This Agreement is by and between the Bi-State Regional Commission, hereinafter called Bi-State, and Scott County Emergency Management Agency, hereinafter called the “County EMA”.

**A. SCOPE OF SERVICES**

Bi-State shall guide preparation of an update to the 2018 Scott County, Iowa Multi-Jurisdictional Hazard Mitigation Plan for the County EMA that meets the requirements of the Disaster Mitigation Act of 2000 under the Pre-Disaster Mitigation (PDM) Program. Attachment A and B of this Agreement more fully describes the specific elements of work and federal requirements under 44 CFR 201.6 for Hazard Mitigation Plans. All work will be completed in compliance with 2 CFR 200 Appendix II – Contract Provisions for non-federal entity contracts under federal awards (Attachment C).

The update will be for natural hazards only.

**B. COUNTY EMA RESPONSIBILITIES**

**The County EMA will:**

1. Designate a single staff member as project manager for the County EMA who will serve as the principal contact person for Bi-State. The initially designated contact will be Dave Donovan, Scott County Emergency Management Agency Coordinator.
  2. Contact all participating jurisdictions, schedule a planning kick-off meeting, and appoint a planning team according to the Work Schedule.
  3. Announce, advertise, and conduct necessary meetings including public hearings, if required, to expedite conclusion of this agreement.
  4. Provide existing copies of document, data, and information, which pertain to this project.
  5. Provide timely attorney review, if required.
  6. Provide documents in accessible format, as required by the Americans with Disabilities Act, when requested by the public.
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**C. PRODUCTS/SERVICES**

Bi-State will perform such services and provide such deliverables as are more fully described in the Scope of Services Attachment A.

Bi-State will keep project records and prepare information for reports as required by the County EMA's grant agreement with Iowa Homeland Security and Emergency Management Division (HSEMD).

**D. SCHEDULE**

Work on this project will begin June 1, 2021. All work will be completed within a 24-month period to coincide with the end date of the grant agreement between the County EMA and HSEMD through May 31, 2023.

**E. AMENDMENT OR TERMINATION**

This agreement may be amended or terminated by mutual written consent of Bi-State and the County EMA. The County EMA shall be liable for actual costs incurred by Bi-State up to the date of termination or additional costs incurred by Bi-State because of amendment(s) including a change in the scope of work.

**F. HOLD HARMLESS**

Each party agrees to hold the other harmless for any and all losses, expenses, damages, suits, demands and claims, whether in law or equity, brought based on any alleged injury or damage arising from the actions or inactions of either party. Each party shall pay their own damages, judgment, costs and expenses, including attorney's fees incurred in connection with any claim arising out of the terms and conditions of this agreement. Nothing in this provision, however, shall be construed so as to limit each parties ability to pursue legal action against the other to enforce the provisions of this agreement.

In no event shall Bi-State nor any of its employees, agents, contractors or subcontractors be considered as agents or employees of the neither Scott County, nor the Scott County Emergency Management Agency. Further, Bi-State agrees that none of its employees, agents, contractors or subcontractors shall hold themselves out as or claim to be employees, agents or officers of the County of Rock Island in any manner for any purpose.

**G. RIGHT TO REPRODUCE**

Bi-State retains the right to publish, at its cost, additional copies of any documents or maps prepared under this Agreement without prior permission of the County EMA.

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**H. COMPENSATION**

- 1) Bi-State shall be compensated for actual costs incurred, including employees' salaries, fringe benefits, indirect costs, supplies, meeting materials and public notices and printing.
- 2) The County EMA agrees to pay Bi-State a sum not to exceed for the total cost of Forty Thousand Dollars (\$40,000.00) the project. Bi-State shall bill the County EMA quarterly as the work progresses and shall report costs incurred in the project.

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Robert Gallagher, Chair  
Bi-State Regional Commission

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Date

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Mike Matson, Vice Chair  
Scott County Emergency Management Commission

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Date

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Bi-State will assist the County EMA in developing an update to the Scott County Multi-Jurisdictional Hazard Mitigation Plan compliant with the Disaster Mitigation Act of 2000 (DMA2K) that is approved by FEMA. Bi-State will assist all participating Scott County jurisdictions in providing the local detail required for Multi-Jurisdictional Plans according to the Plan Review Crosswalk for Review of Local Mitigation Plans (Attachment B). All Scott County jurisdictions will be invited to join the County planning process. However, those that choose to participate for must meet the Crosswalk requirements and adopt the plan. This may include up to seventeen municipalities and the County and school districts. The Local Hazard Mitigation plan compliance with the Stafford Act shall be met through the following tasks as listed in the Work Schedule of the grant application:

Task	Months from Award		Responsible Party
	Start	Complete	
Planning Kick-off meeting	1	2	County EMA in cooperation with Communities
Appoint a planning team	1	3	County EMA in cooperation with Communities
Community Profile	3	8	Contract Planner, County EMA, Planning Team
Hazard Analysis/Risk Assessment. Hazard Identification; Hazard Profile	3	8	Contract Planner, County EMA, Planning Team
Hazard Analysis/Risk Assessment. Risk Assessment and Identification of Vulnerable Buildings.	3	8	Contract Planner, County EMA, Planning Team
Develop Mitigation Strategies	8	16	Contract Planner, County EMA, Planning Team
Write the Plan	4	16	Contract Planner
Plan to HSEMD for submittal to FEMA for review/approval	16	22	Contract Planner, HSEMD, FEMA
Review/revision of plan (if necessary)	22	23	HSEMD, FEMA, Contract Planner, County EMA, Planning Team
Plan adoption by jurisdiction(s)	22	24	County and Cities
Project/Grant close-out activities	22	24	County EMA/Contract Planner/HSEMD/FEMA
<b>Total Duration</b>	<b>24 months</b>		

## LOCAL MITIGATION PLAN REVIEW TOOL

The *Local Mitigation Plan Review Tool* demonstrates how the Local Mitigation Plan meets the regulation in 44 CFR §201.6 and offers States and FEMA Mitigation Planners an opportunity to provide feedback to the community.

- The Regulation Checklist provides a summary of FEMA’s evaluation of whether the Plan has addressed all requirements.
- The Plan Assessment identifies the plan’s strengths as well as documents areas for future improvement.
- The Multi-jurisdiction Summary Sheet is an optional worksheet that can be used to document how each jurisdiction met the requirements of the each Element of the Plan (Planning Process; Hazard Identification and Risk Assessment; Mitigation Strategy; Plan Review, Evaluation, and Implementation; and Plan Adoption).

The FEMA Mitigation Planner must reference this *Local Mitigation Plan Review Guide* when completing the *Local Mitigation Plan Review Tool*.

<b>Jurisdiction:</b>	<b>Title of Plan:</b>	<b>Date of Plan:</b>
<b>Local Point of Contact:</b>		<b>Address:</b>
<b>Title:</b>		
<b>Agency:</b>		
<b>Phone Number:</b>		<b>E-Mail:</b>

<b>State Reviewer:</b>	<b>Title:</b>	<b>Date:</b>
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<b>FEMA Reviewer:</b>	<b>Title:</b>	<b>Date:</b>
<b>Date Received in FEMA Region (insert #)</b>		
<b>Plan Not Approved</b>		
<b>Plan Approvable Pending Adoption</b>		
<b>Plan Approved</b>		

**SECTION 1:  
REGULATION CHECKLIST**

**INSTRUCTIONS:** The Regulation Checklist must be completed by FEMA. The purpose of the Checklist is to identify the location of relevant or applicable content in the Plan by Element/sub-element and to determine if each requirement has been ‘Met’ or ‘Not Met.’ The ‘Required Revisions’ summary at the bottom of each Element must be completed by FEMA to provide a clear explanation of the revisions that are required for plan approval. Required revisions must be explained for each plan sub-element that is ‘Not Met.’ Sub-elements should be referenced in each summary by using the appropriate numbers (A1, B3, etc.), where applicable. Requirements for each Element and sub-element are described in detail in this *Plan Review Guide* in Section 4, Regulation Checklist.

<b>1. REGULATION CHECKLIST</b>	<b>Location in Plan</b>		
<b>Regulation (44 CFR 201.6 Local Mitigation Plans)</b>	<b>(section and/or</b>	<b>Met</b>	<b>Not Met</b>
<b>ELEMENT A. PLANNING PROCESS</b>			
A1. Does the Plan document the planning process, including how it was prepared and who was involved in the process for each jurisdiction? (Requirement §201.6(c)(1))			
A2. Does the Plan document an opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, agencies that have the authority to regulate development as well as other interests to be involved in the planning process? (Requirement §201.6(b)(2))			
A3. Does the Plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))			
A4. Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))			
A5. Is there discussion of how the community(ies) will continue public participation in the plan maintenance process? (Requirement §201.6(c)(4)(iii))			
A6. Is there a description of the method and schedule for keeping the plan current (monitoring, evaluating and updating the mitigation plan within a 5-year cycle)? (Requirement §201.6(c)(4)(i))			
<b><u>ELEMENT A: REQUIRED REVISIONS</u></b>			
<b>ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT</b>			

<b>1. REGULATION CHECKLIST</b>		<b>Location in Plan (section and/or</b>	<b>Met</b>	<b>Not Met</b>
<b>Regulation (44 CFR 201.6 Local Mitigation Plans)</b>				
B1. Does the Plan include a description of the type, location, and extent of all natural hazards that can affect each jurisdiction(s)? (Requirement §201.6(c)(2)(i))				
B2. Does the Plan include information on previous occurrences of hazard events and on the probability of future hazard events for each jurisdiction? (Requirement §201.6(c)(2)(i))				
B3. Is there a description of each identified hazard's impact on the community as well as an overall summary of the community's vulnerability for each jurisdiction? (Requirement §201.6(c)(2)(ii))				
B4. Does the Plan address NFIP insured structures within the jurisdiction that have been repetitively damaged by floods? (Requirement §201.6(c)(2)(ii))				
<b><u>ELEMENT B: REQUIRED REVISIONS</u></b>				
<b>ELEMENT C. MITIGATION STRATEGY</b>				
C1. Does the plan document each jurisdiction's existing authorities, policies, programs and resources and its ability to expand on and improve these existing policies and programs? (Requirement §201.6(c)(3))				
C2. Does the Plan address each jurisdiction's participation in the NFIP and continued compliance with NFIP requirements, as appropriate? (Requirement §201.6(c)(3)(ii))				
C3. Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))				
C4. Does the Plan identify and analyze a comprehensive range of specific mitigation actions and projects for each jurisdiction being considered to reduce the effects of hazards, with emphasis on new and existing buildings and infrastructure? (Requirement §201.6(c)(3)(ii))				
C5. Does the Plan contain an action plan that describes how the actions identified will be prioritized (including cost benefit review), implemented, and administered by each jurisdiction? (Requirement §201.6(c)(3)(iv)); (Requirement §201.6(c)(3)(iii))				
C6. Does the Plan describe a process by which local governments will integrate the requirements of the mitigation plan into other planning mechanisms, such as comprehensive or capital improvement plans, when appropriate? (Requirement §201.6(c)(4)(ii))				
<b><u>ELEMENT C: REQUIRED REVISIONS</u></b>				
<b>ELEMENT D. PLAN REVIEW, EVALUATION, AND IMPLEMENTATION</b> (applicable to plan updates only)				

<b>1. REGULATION CHECKLIST</b>		<b>Location in Plan</b>		<b>Met</b>	<b>Not Met</b>
<b>Regulation (44 CFR 201.6 Local Mitigation Plans)</b>		<b>(section and/or</b>			
D1. Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))					
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))					
D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))					
<b><u>ELEMENT D: REQUIRED REVISIONS</u></b>					
<b>ELEMENT E. PLAN ADOPTION</b>					
E1. Does the Plan include documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval? (Requirement §201.6(c)(5))					
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))					
<b><u>ELEMENT E: REQUIRED REVISIONS</u></b>					
<b>ELEMENT F. ADDITIONAL STATE REQUIREMENTS (OPTIONAL FOR STATE REVIEWERS ONLY; NOT TO BE COMPLETED BY FEMA)</b>					
F1.					
F2.					
<b><u>ELEMENT F: REQUIRED REVISIONS</u></b>					

## SECTION 2: PLAN ASSESSMENT

**INSTRUCTIONS:** The purpose of the Plan Assessment is to offer the local community more comprehensive feedback to the community on the quality and utility of the plan in a narrative format. The audience for the Plan Assessment is not only the plan developer/local community planner, but also elected officials, local departments and agencies, and others involved in implementing the Local Mitigation Plan. The Plan Assessment must be completed by FEMA. The Assessment is an opportunity for FEMA to provide feedback and information to the community on: 1) suggested improvements to the Plan; 2) specific sections in the Plan where the community has gone above and beyond minimum requirements; 3) recommendations for plan implementation; and 4) ongoing partnership(s) and information on other FEMA programs, specifically RiskMAP and Hazard Mitigation Assistance programs. The Plan Assessment is divided into two sections:

1. Plan Strengths and Opportunities for Improvement
2. Resources for Implementing Your Approved Plan

*Plan Strengths and Opportunities for Improvement* is organized according to the plan Elements listed in the Regulation Checklist. Each Element includes a series of italicized bulleted items that are suggested topics for consideration while evaluating plans, but it is not intended to be a comprehensive list. FEMA Mitigation Planners are not required to answer each bullet item, and should use them as a guide to paraphrase their own written assessment (2-3 sentences) of each Element.

The Plan Assessment must not reiterate the required revisions from the Regulation Checklist or be regulatory in nature, and should be open-ended and to provide the community with suggestions for improvements or recommended revisions. The recommended revisions are suggestions for improvement and are not required to be made for the Plan to meet Federal regulatory requirements. The italicized text should be deleted once FEMA has added comments regarding strengths of the plan and potential improvements for future plan revisions. It is recommended that the Plan Assessment be a short synopsis of the overall strengths and weaknesses of the Plan (no longer than two pages), rather than a complete recap section by section.

*Resources for Implementing Your Approved Plan* provides a place for FEMA to offer information, data sources and general suggestions on the overall plan implementation and maintenance process. Information on other possible sources of assistance including, but not limited to, existing publications, grant funding or training opportunities, can be provided. States may add state and local resources, if available.

## **A. Plan Strengths and Opportunities for Improvement**

This section provides a discussion of the strengths of the plan document and identifies areas where these could be improved beyond minimum requirements.

### **Element A: Planning Process**

*How does the Plan go above and beyond minimum requirements to document the planning process with respect to:*

- *Involvement of stakeholders (elected officials/decision makers, plan implementers, business owners, academic institutions, utility companies, water/sanitation districts, etc.);*
- *Involvement of Planning, Emergency Management, Public Works Departments or other planning agencies (i.e., regional planning councils);*
- *Diverse methods of participation (meetings, surveys, online, etc.); and*
- *Reflective of an open and inclusive public involvement process.*

### **Element B: Hazard Identification and Risk Assessment**

*In addition to the requirements listed in the Regulation Checklist, 44 CFR 201.6 Local Mitigation Plans identifies additional elements that should be included as part of a plan's risk assessment. The plan should describe vulnerability in terms of:*

- 1) *A general description of land uses and future development trends within the community so that mitigation options can be considered in future land use decisions;*
- 2) *The types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard areas; and*
- 3) *A description of potential dollar losses to vulnerable structures, and a description of the methodology used to prepare the estimate.*

*How does the Plan go above and beyond minimum requirements to document the Hazard Identification and Risk Assessment with respect to:*

- *Use of best available data (flood maps, HAZUS, flood studies) to describe significant hazards;*
  - *Communication of risk on people, property, and infrastructure to the public (through tables, charts, maps, photos, etc.);*
  - *Incorporation of techniques and methodologies to estimate dollar losses to vulnerable structures;*
  - *Incorporation of Risk MAP products (i.e., depth grids, Flood Risk Report, Changes Since Last FIRM, Areas of Mitigation Interest, etc.); and*
  - *Identification of any data gaps that can be filled as new data became available.*
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### **Element C: Mitigation Strategy**

*How does the Plan go above and beyond minimum requirements to document the Mitigation Strategy with respect to:*

- *Key problems identified in, and linkages to, the vulnerability assessment;*
- *Serving as a blueprint for reducing potential losses identified in the Hazard Identification and Risk Assessment;*
- *Plan content flow from the risk assessment (problem identification) to goal setting to mitigation action development;*
- *An understanding of mitigation principles (diversity of actions that include structural projects, preventative measures, outreach activities, property protection measures, post-disaster actions, etc);*
- *Specific mitigation actions for each participating jurisdictions that reflects their unique risks and capabilities;*
- *Integration of mitigation actions with existing local authorities, policies, programs, and resources; and*
- *Discussion of existing programs (including the NFIP), plans, and policies that could be used to implement mitigation, as well as document past projects.*

### **Element D: Plan Update, Evaluation, and Implementation (Plan Updates Only)**

*How does the Plan go above and beyond minimum requirements to document the 5-year Evaluation and Implementation measures with respect to:*

- *Status of previously recommended mitigation actions;*
  - *Identification of barriers or obstacles to successful implementation or completion of mitigation actions, along with possible solutions for overcoming risk;*
  - *Documentation of annual reviews and committee involvement;*
  - *Identification of a lead person to take ownership of, and champion the Plan;*
  - *Reducing risks from natural hazards and serving as a guide for decisions makers as they commit resources to reducing the effects of natural hazards;*
  - *An approach to evaluating future conditions (i.e. socio-economic, environmental, demographic, change in built environment etc.);*
  - *Discussion of how changing conditions and opportunities could impact community resilience in the long term; and*
  - *Discussion of how the mitigation goals and actions support the long-term community vision for increased resilience.*
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## **B. Resources for Implementing Your Approved Plan**

*Ideas may be offered on moving the mitigation plan forward and continuing the relationship with key mitigation stakeholders such as the following:*

- *What FEMA assistance (funding) programs are available (for example, Hazard Mitigation Assistance (HMA)) to the jurisdiction(s) to assist with implementing the mitigation actions?*
  - *What other Federal programs (National Flood Insurance Program (NFIP), Community Rating System (CRS), Risk MAP, etc.) may provide assistance for mitigation activities?*
  - *What publications, technical guidance or other resources are available to the jurisdiction(s) relevant to the identified mitigation actions?*
  - *Are there upcoming trainings/workshops (Benefit-Cost Analysis (BCA), HMA, etc.) to assist the jurisdictions(s)?*
  - *What mitigation actions can be funded by other Federal agencies (for example, U.S. Forest Service, National Oceanic and Atmospheric Administration (NOAA), Environmental Protection Agency (EPA) Smart Growth, Housing and Urban Development (HUD) Sustainable Communities, etc.) and/or state and local agencies?*
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**ATTACHMENT C**  
**Contract Provisions**

**APPENDIX II TO PART 200—CONTRACT PROVISIONS FOR NON-FEDERAL  
ENTITY CONTRACTS UNDER FEDERAL AWARDS**

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60–1.3 must include the equal opportunity clause provided under 41 CFR 60–1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964– 1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141–3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141–3144, and 3146–3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the

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Copeland “AntiKickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401–7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251–1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201).

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(I) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), “Debarment and Suspension.” The Excluded Parties List System in SAM contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(J) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award of \$100,000 or more must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(K) See §200.322 Procurement of recovered materials.

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**SCOTT COUNTY EMERGENCY MANAGEMENT AGENCY**

David Donovan, SECC/EMA Director  
1100 East 46<sup>th</sup> Street, Davenport, Iowa 52807  
(563) 484-3050 david.donovan@scottcountyiowa.com

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April 19, 2021

To: Mayor Bob Gallagher  
EMA Commission Chair

From: David Donovan  
EMA/SECC Director

Subj: Approval of Organizational Change

As you know, we discussed potential organizational changes during the budget process last fall. At that time, we proposed adding one full-time position to the EMA organization. We looked at the workload and drafted a list of tasks for a proposed new staff position. Together with the Scott County Human Resources Department, we prepared a draft job description and proposed salary range for Commission consideration.

Attached is the proposed job description for the Emergency Management Support Specialist. As the job description implies, this position will take many of the support tasks from the Planning Specialist and Deputy Director, freeing them for more complex tasks. This position will be integral to the strategic stockpile and administer our Alert Iowa and Salamander applications. This position will also actively support our preparedness education and outreach efforts through training, website and social media.

Organizationally, we recommend that this position report to the Deputy Director. HR has recommended Salary Range 20, with a starting hourly rate of \$19.20 and a maximum hourly rate of \$26.47, based on the 2021-22 pay plan. We agree with that recommendation.

We are excited to share our vision for this new position and to discuss the job description and salary recommendations further. We recommend that the Commission approve the proposed organizational changes at the next monthly Commission meeting. This change is budgeted in the FY22 budget.

CC: Brian Payne  
Jim Hawkes

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## Emergency Management Support Specialist - DRAFT

FLSA: Non-Exempt

### SUMMARY

Under general supervision, performs a variety of clerical and administrative duties in support of the office. Provides customer service and assistance to members of the public and other agencies and governmental entities.

**ESSENTIAL FUNCTIONS** -- *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. This list is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and duties performed by incumbents of this class. Employees are required to be in attendance and prepared to begin work at their assigned work location on the specified days and hours. Factors such as regular attendance at the job are not routinely listed in job descriptions, but are an essential function. Essential duties and responsibilities may include, but are not limited to, the following:*

- Compiles information and data for administrative, statistical, financial reports, and invoices; prepares and assembles reports, program packets, meeting minutes, manuals, articles, announcements, and other informational materials.
- Answers, screens, and redirects incoming calls; assists and directs visitors to appropriate locations or staff; responds to customer concerns and requests for information; assists public/other agencies with filling out forms and other paperwork; verifies and reviews forms for completeness and conformance with established regulations and procedures.
- Prepares, scans, copies, and distributes a variety of files and documents; ensures proper filing of documents in departmental or central files.
- Composes, types, formats, and proofreads a wide variety of routine and complex reports, letters, forms, and other documents; checks for proper punctuation, spelling, and grammar.
- Monitors and orders office and other supplies; assists in preparing, processing, and tracking purchase requisitions; receives and processes vendor invoices and purchasing card invoices.
- Maintains the internal and external lists or registries for Emergency Management partners or county residents. Keeps internal registries of equipment, materials, persons, and agreements to ensure they are as up-to-date as possible for response readiness.
- Assists with grant applications, management, documentation, and required reporting.
- Performs routine tests, maintains and documents various systems and equipment related to local emergency preparedness and response, including telecommunications, radio communications, radiological, indoor, and outdoor warning systems, vehicles, supply stores, and other emergency operations and/or radiological equipment.
- Assists with creating educational and promotional materials. Represents EMA and supports activities, special events, and exhibits to increase public awareness of emergency preparedness.
- Works closely with and provides assistance to other agencies and municipalities by offering support with emergency communication and emergency management operational tools such as Alert Iowa and Salamander.
- Participates in emergency management exercises, drills and training. Assists with evaluations of effectiveness and efficiency of exercise and event responses. Enters data for After Action Reports and distributes content to appropriate agencies.

- Supports activation of Emergency Operations Center facilities, equipment, and operations.
- Assists with EMA's public communication including Web EOC, website, and social media updates and supports Public Information Officers.
- Assists with on-scene and emergency operations activities related to response/recovery operations in the event of a disaster, when appropriate.
- Collects and maintains documentation and keeps accurate records. Assists with completion of federal and state forms and activity report as required.
- Attends work-related meetings, conferences and seminars and maintains all certifications as required by the Iowa State Code 29C, Iowa Administrative Code 605 and all other sections of state and federal law that govern the delivery of emergency management services in Scott County
- Performs other related duties as assigned.

## **MINIMUM QUALIFICATIONS**

### **Education, Training, and Experience Guidelines**

Associate's degree in related field and one (1) year of emergency management experience; OR High school diploma or GED equivalent; AND three (3) years of progressively responsible clerical experience; OR an equivalent combination of education, training, and experience.

### **Knowledge of:**

- General office policies, procedures, and equipment.
- Customer service principles, practices, and etiquette.
- Records maintenance and retention practices and procedures.
- Principles of emergency management response.
- Iowa Code 29C and Iowa Administrative Code 605.
- Local, state, and federal regulations and standard relating to emergency management.

### **Skill in:**

- Typing and entering data with speed and accuracy.
- Using a multi-line phone system.
- Preparing clear and concise reports.
- Maintaining accurate records and documentation.
- Maintaining and handling confidential and sensitive information.
- Organizing and completing multiple tasks simultaneously to meet deadlines.
- Operating a computer including standard software and some specialized software.
- Interacting tactfully and professionally with County staff, outside agencies, and the public.
- Establishing and maintaining cooperative working relationships.
- Responding effectively and efficiently in deteriorating conditions.
- Communicating effectively verbally and in writing to groups and individuals in formal and informal situations.
- Working effectively both independently and as part of a team.

## **LICENSE AND CERTIFICATION REQUIREMENTS**

Valid driver's license.

Must reside within a twenty (20) mile radius of the Scott County Emergency Management Offices at 110 E. 46<sup>th</sup> St., Davenport, IA 52807 within six (6) months of hire.

**PHYSICAL DEMANDS AND WORKING ENVIRONMENT**

Work is performed in a standard office environment.



**SCOTT COUNTY EMERGENCY MANAGEMENT AGENCY**

David Donovan, SECC/EMA Director  
1100 East 46<sup>th</sup> Street, Davenport, Iowa 52807  
(563) 484-3050 david.donovan@scottcountyiowa.com

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April 1, 2021

To: Mayor Bob Gallagher  
EMA Commission Chair

From: David Donovan  
EMA/SECC Director

Subj: Unmanned Aircraft System Purchase

As we discussed last fall and the Commission approved in April, we have developed an EMA policy and an agency MOU regarding the operation and deployment of an unmanned aircraft system (UAS) or drone. We also discussed and recommended purchasing a new drone once that policy was adopted, rather than a used or refurbished unit.

We asked Scott County GIS to assist on this project because of their drone experience. Together, we have determined a commercial drone model that we believe will best meet the needs of our agency. The particular device is a larger unit with the ability to carry multiple payloads simultaneously. This unit can stream 1080p video and has numerous piloting aids and features for collision avoidance, stability, and flight planning.

Scott County GIS has a preferred vendor, Frontier Precision, that will come on-site and do operator training for the new drone, including specific nighttime operation and search and rescue. The quote from Frontier is in the total amount of \$32,507.99 and includes the following:

- DJI Matrice 300 RTK UAS Drone
  - Battery charging station
  - Four batteries
  - Spare propellers
  - Calibration plate
  - Carrying case
  - DJI Smart Controller
-

- Zenmuse H20T camera system with zoom, wideangle, range finder, and infrared
- Dual gimbal payload connector
- Wingsland Z15 gimbal spotlight
- Product orientation and standard operator training
- Nighttime operation training
- Search and rescue operation training

We recommend that the Commission approve the purchase of the unit described above from Frontier Precision in the total amount of \$32,507.99. This purchase is included in the proposed budget amendment for the current fiscal year. There are funds available within our fund balance for this purchase.

To meet our policy requirement for trained pilots, we are partnering with Scott County GIS, the Scott County Sheriff's Office and other local units of government to host FAA Part 107 UAS pilot certification training. We have a proposal from a recommended vendor to host two sessions of the training. Should the Commission approve this purchase we intend to schedule said training for June of 2021. The cost for the training is \$4,350 for a total of 16 students over the two days. Each participant will pay \$270 to offset the cost for our agency. We expect that EMA will have up to 5 participants in the training.

Lastly, I have started the process of adding this piece of equipment and the operation of the equipment to the general liability coverage for EMA, provided as part of the Scott County policy.

CC: Brian Payne  
Jim Hawkes





**SCOTT COUNTY EMERGENCY MANAGEMENT AGENCY**

David Donovan, SECC/EMA Director  
1100 East 46<sup>th</sup> Street, Davenport, Iowa 52807  
(563) 484-3050 david.donovan@scottcountyiowa.com

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April 19, 2021

To: Mayor Bob Gallagher  
EMA Commission Chair

From: David Donovan  
EMA/SECC Director

Subj: Joint Purchase – Digital Sign Board

As we worked with the Health Department to set up the vaccination clinic in the former Sears store at Northpark Mall, we found the need for highly-visible exterior signage. An ideal solution is a lighted digital message board, like those used for roadside construction and other road warnings and information. We had a similar need for the donation center that we operated in 2019. There are several operations within our plans that would benefit from temporary, highly-visible, lit signage.

That need led to a discussion with Scott County Secondary Roads and Scott County Facility and Support Services. Both departments have occasional needs for a lighted message board, but neither own one. We are proposing to share the purchase of such a device.

Scott County Secondary Roads solicited quotes for the purchase of a lighted, digital message board. The proposed unit has a message screen of 6 foot by 12 foot, is towable, with deep cycle batteries and a solar panel charging unit. The quotes received are:

<b><u>Vendor Name</u></b>	<b><u>Price</u></b>
United Rentals	\$19,955.00
Iowa Plains Signing, Inc.	\$16,600.00
All-Traffic Solutions	\$21,350.00

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The proposed cost share for this purchase is Secondary Roads, \$8300, Facility and Support Services, \$3000, and EMA, \$5300. We recommend that the Commission approve this purchase and authorize the cost share allocation as indicated above.

CC: Brian Payne  
Jim Hawkes



## NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET

Scott County Emergency Management Commission

Fiscal Year July 1, 2020 - June 30, 2021

The Scott County Emergency Management Commission will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2021

**Meeting Date/Time:**

**Contact:**

**Phone:**

5/20/2021 • 06:00 PM

David Donovan

(563) 484-3036

**Meeting Location:** Scott County Emergency Management Agency  
EOC Conference Room  
1100 E. 46th St.  
Davenport, IA 52807

There will be no increase in taxes. 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, 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.

<b>EXPENDITURES</b>	<b>Total Budget as Certified or Last Amended</b>	<b>Amendment Increase</b>	<b>Total Budget After Current Amendment</b>	<b>Reason</b>
Administration and Operations	8,311,377	362,143	8,673,520	Additional personnel expenses and COVID supply expenses
Capital Outlays	5,874,056	2,487,844	8,361,900	Adjustments for Radio and Well project timelines
<b>Total</b>	14,185,433	2,849,987	17,035,420	



**Scott County EMA FY21 Budget Amendment Report**  
**Feb. 15, 2021**



Account Number	Account Description	EMA Actual 2020	EMA Budget 2021	EMA Estimate 2021	EMA Request 2022
<b>REVENUE</b>					
42118	State of Iowa E911 Program	0.00	0.00	0.00	0.00
42119	Governor's Traffic Safety Bureau	0.00	0.00	0.00	0.00
42163.01	Federal (FEMA) EMPG	39,000.00	39,000.00	60,000.00	39,000.00
42163.02	Federal (FEMA) HMEP-T	0.00	0.00	0.00	0.00
42163.03	Federal (FEMA) HMEP-P	0.00	0.00	0.00	0.00
42163.04	Federal (FEMA) HMEP-E	0.00	0.00	0.00	0.00
42163.05	Federal (FEMA) Hazard Mitigation	0.00	0.00	0.00	22,500.00
42163.06	Federal (FEMA) PA	49,804.69	0.00	200,000.00	89,000.00
42163.07	State (HSEMD) PA	0.00	0.00	19,000.00	11,000.00
43423	Build America Bond IRS Interest Subsidy	0.00	0.00	0.00	0.00
43400	Local Revenue - Well Project			66,667.00	72,333.00
43707	State Revenue - Well Project			200,000.00	217,000.00
43809	Reimbursements from Scott County	218,000.00	218,000.00	218,000.00	250,000.00
43809.01	Reimbursements from Scott County - Cap	0.00	0.00	0.00	0.00
46035	Professional Services to Others	0.00	0.00	0.00	0.00
	Interest	4,646.13	5,000.00	3,500.00	3,500.00
47012	Buildings Rent	0.00	0.00	0.00	0.00
48121.00	Refunds & Reimbursement Default	9,972.17	500.00	500.00	500.00
48121.04	Refunds and Reimbursements - Exelon	46,918.00	36,000.00	36,000.00	36,000.00
48121.05	Refunds and Reimbursements - DAEC	19,000.00	9,500.00	9,500.00	0.00
48151.07	Refunds and Reimbursements - COVID	53,445.51	0.00	85,000.00	0.00
48118	Employee Jury Duty	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>440,786.50</b>	<b>308,000.00</b>	<b>898,167.00</b>	<b>740,833.00</b>

chk total

<b>EXPENSES</b>					
61010.01	Salaries Regular	131,475.72	145,516.00	141,500.00	195,575.00
61015.00	Salaries Overtime Default	0.00	0.00	0.00	0.00
61030	Shift Differential	0.00	0.00	0.00	0.00
61068	Bonus Pay	0.00	0.00	0.00	0.00
62002	Health/Medical Benefits	39,250.78	55,050.00	46,500.00	60,500.00
62003	Social Security (FICA)	9,596.66	11,154.00	10,500.00	14,000.00
62004	Retirement (IPERS)	12,411.24	13,737.00	13,200.00	18,480.00
62007	Deferred Compensation Allowance	150.00	1,000.00	1,000.00	500.00
62010	Meal Reimbursement (IRS)	8.25	150.00	150.00	150.00
62014	Moving Expense Benefit	0.00	0.00	0.00	0.00

**Scott County EMA FY21 Budget Amendment Report**  
**Feb. 15, 2021**



<b>Account Number</b>	<b>Account Description</b>	<b>EMA Actual 2020</b>	<b>EMA Budget 2021</b>	<b>EMA Estimate 2021</b>	<b>EMA Request 2022</b>
63011.07	Buildings SECC	0.00	0.00	0.00	0.00
63071.01	Tech & Equip Office Furn	1,239.69	1,400.00	1,400.00	1,400.00
63071.02	Tech & Equip Other Equipment	41,611.00	18,750.00	46,000.00	65,300.00
63072	Vehicles General Purchase		70,000.00	44,500.00	21,500.00
63013.03	Infrastructure - Telecommunications	0.00	0.00	0.00	0.00
63073	Other Improv / Space Util	0.00	2,500.00	266,667.00	289,333.00
64010	Travel	1,031.26	2,200.00	1,000.00	2,200.00
64011.00	Schools of Instruction General	309.00	2,500.00	1,500.00	2,500.00
64011.02	Schools of Instruction Regional	0.00	0.00	0.00	0.00
64014.00	Employee Development General	0.00	500.00	500.00	500.00
64014.03	Employee Dev - Recognition	0.00	500.00	500.00	500.00
64015	Public Notices	71.74	300.00	300.00	300.00
64016	Memberships	0.00	300.00	300.00	300.00
64018.01	Maintenance Vehicles	14,982.66	10,000.00	12,000.00	12,500.00
64018.02	Maintenance Buildings	4,926.46	6,500.00	2,800.00	6,500.00
64018.03	Maintenance Equipment	1,579.00	2,500.00	2,500.00	2,500.00
64018.04	Maintenance Computer Software	2,187.50	7,000.00	5,800.00	10,500.00
	Tower Site Maintenance	0.00	0.00	0.00	0.00
	Radio System Maintenance	0.00	0.00	0.00	0.00
64021.01	Data Processing Hardware	6,626.92	4,000.00	2,900.00	3,000.00
64027	Postage & Shipping	180.37	100.00	100.00	100.00
64028.03	Telephone Cellular	5,776.75	4,400.00	5,800.00	5,800.00
64028.05	Telephone Other	1,449.42	1,350.00	1,400.00	1,350.00
64031.01	Utilities Electric	0.00	0.00	0.00	0.00
64031.0?	Utilities Electric Towers		0.00	0.00	0.00
64031.04	Utilities Water	0.00	0.00	0.00	0.00
64031.05	Utilities Water Miscellaneous	0.00	0.00	0.00	0.00
64031.06	Utilities Sewer	0.00	0.00	0.00	0.00
64032	Commercial Services	0.00	0.00	0.00	0.00
	Tower Site Lease		0.00	0.00	0.00
64037	Professional Services	3,508.75	3,000.00	3,000.00	43,000.00
64040	Contingency	2,306.30	3,000.00	1,500.00	3,000.00
64042	Recruitment	0.00	0.00	0.00	0.00
64055	Insurance Premiums Default	3,548.00	4,500.00	3,800.00	4,000.00
64055.02	Insurance Premiums Workers Comp	0.00	0.00	0.00	0.00
64055.04	Insurance Premiums Property Liability	0.00	0.00	0.00	0.00
64055.06	Insurance Premiums Prof Liability	0.00	0.00	0.00	0.00
64058	Unemployment Compensation	0.00	0.00	0.00	0.00
64114.01	800 MHz Access Fees	0.00	0.00	0.00	0.00
64114.03	800 MHz Maintenance Costs	0.00	0.00	0.00	0.00

Scott County EMA FY21 Budget Amendment Report  
Feb. 15, 2021



Account Number	Account Description	EMA Actual 2020	EMA Budget 2021	EMA Estimate 2021	EMA Request 2022
64134	Internet Line Charges	0.00	0.00	0.00	0.00
64149	Other Expense	0.00	0.00	0.00	0.00
	Disaster Preparedness Remediation	201,782.67	100,000.00	175,000.00	100,000.00
66012.00	Supplies General	6,356.56	5,000.00	3,500.00	5,500.00
66012.02	Supplies Office Printing	729.98	800.00	500.00	800.00
66012.03	Supplies Clothing	364.95	800.00	800.00	800.00
66012.08	Strategic Stockpile Supplies			80,000.00	
66015	Periodicals and Subscriptions	355.00	100.00	100.00	100.00
66016.01	Vehicle Supplies Fuels & Lubricants	1,589.63	2,300.00	750.00	2,300.00
66016.02	Vehicle Supplies Parts	275.18	1,000.00	750.00	1,000.00
			0.00		
67010	Principal on Indebtedness	0.00	0.00	0.00	0.00
67011	Interest on Indebtedness	0.00	0.00	0.00	0.00
	<b>Total EXPENSE</b>	<b>495,681.44</b>	<b>481,907.00</b>	<b>878,517.00</b>	<b>875,788.00</b>

Chk Total

FUND BALANCE					
	REV Total	440,786.50	308,000.00	898,167.00	740,833.00
	EXP Total	495,681.44	481,907.00	878,517.00	875,788.00
	+/-	-54,894.94	-173,907.00	19,650.00	-134,955.00
	Beginning Fund Balance	287,447.12	232,552.18	232,552.18	252,202.18
	Ending Fund Balance	232,552.18	58,645.18	252,202.18	117,247.18
	Total Fund expenditures	54,894.94	173,907.00	-19,650.00	134,955.00
	Fund Balance as a percentage of expenditures	47%	12%	29%	13%

Ending Fund Balance Net of Contingency	158,645.18	217,247.18
Fund Balance Expenditures - Net	73,907.00	34,955.00