

Story County Emergency Management Budget Workshop

Call to Order

The meeting of the Story County Emergency Management Commission was called to order at 7:00 PM by Chair Linda Murken.

Attendance:

<u>Jurisdiction</u>	<u>Name</u>	<u>Jurisdiction</u>	<u>Name</u>
BOS	Linda Murken	Ames	
Cambridge	Bobby Chubbic	Collins	
Colo	Jeff Brinkman	Gilbert	Jon Popp
Huxley	Kevin Deaton	Kelley	Kenny Kling
Maxwell	Dale Higgins	McCallsburg	
Nevada	Brett Barker	Roland	Andy Webb
Sheldahl		Slater	John Kahler
Story City		Zearing	
Sheriff	Paul Fitzgerald	ISU	
SCEMA	Melissa Spencer	Guest	Kurtis Bower
Guest	Rick Terrones	Guest	Taylor Christensen
Guest	David Kuhn		

Consent Agenda

Approval of October 2023 Minutes
Approval of December 2023 Tentative Agenda
Motion by Popp, 2nd by Kelley to approve the Consent Agenda MCU

Old Business

New Business

Budget Workshop

Spencer provided background on the SCEMA budget timeline and funding requirements as defined in Iowa Code 29C.17. Spencer provided information on the designated funds that are saved annually in relation to the disaster fund, vehicle replacement funds, first half operating expenses and the Emergency Operations Center fund. These funds artificially inflate the expenses each year and will balance out during the budget re-estimation as they are reflected as designated funds.

Spencer provided an overview of the FY24 budget re-estimation. It is estimated at the end of FY24 there will be \$21,315.98 in operational savings. This savings is due to not spending \$13,000 for the virtual EOC system, \$11,067 in salary savings due to the resignation of the Deputy Coordinator, and other miscellaneous expenses. There will be a \$10,850 increase to the

employee insurance line item should the new Deputy not have military benefits as previous agency staff have. There is also \$699.23 in miscellaneous revenue received and \$2,220.00 of hazard mitigation grant revenue where the expenses were paid during the FY23 budget. There may be additional savings at the end of the year due to the Coordinator transition.

As a reminder, when they FY24 budget was developed, it was based upon \$52,264.00 in accrued savings after the FY23 budget re-estimation. As the end of the FY23 budget, there was an additional savings of \$23,356.18. This brings the accrued savings to \$99, 866.54 going into the FY25 budget. Options will be discussed as part of the FY25 budget.

The FY25 budget presented is the highest the budget could be. There is a \$81, 363.97 in increased expenses. There is a need to budget for two employees taking a family employee insurance policy at a \$27,000 increase and the \$40,000 EOC project savings. Also, the motor vehicle line item is inflated due to moving \$45,000 from the designated savings to an expense for replacing the 2015 truck. The true increase was \$5,000 going towards the replacement of the 2021 truck.

Spencer advised the costs of replacing the 2015 truck have increased significantly. The 2023/2024 State DAS contracts has costs of a similar style heavy duty truck costing \$54,000-\$58,000 plus there will be approximately \$7,000 for lighting, bed cover and decals. Current Blue Book value for the 2015 truck is \$14,095 with trade in value on the decrease. The current timelines for ordered trucks are a minimum of 4-8 months. Spencer would like to start the bid process in January or February based upon those timelines.

There was discussion about the trade in value from a dealership not being enough. The Sheriff advised they have had good luck with using GovDeals to sell their vehicles when they are replaced. They have generally received more than what would be provided by a dealership. Spencer will reach out to SCSO staff and explore the option.

The proposed budget revenues and Commission funding ask sent out represented keeping all of the accrued savings. This increase in ask does reflect the increased operational expenses discussed. The Commission funding request is arrived at after removing any accrued savings funds and grant revenues.

Spencer recommends removing the budgeted expense for the EOC project fund and moving \$90,000 of the accrued savings to the EOC Project designated fund. With this savings, the undesignated funds would be reduced to \$9,866.54 going into the FY25 budget. There would not need to be a discussion about additional savings for the EOC project until the FY26 budget. This would reduce the Commission ask by \$40,000 to \$312,744.64.

Additional long-term budget issues were discussed. The County had no plans to install a generator on the Mosaic building prior to discussions about moving the offices and EOC to the building. It was only going to be storage and did not have the need for a generator. A cost estimate for a generator to power the entire building is \$250,000 purchased and installed. Once installed County Facilities Management will bear the costs for upkeep and maintenance of the generator. The agency can apply for a federal hazard mitigation grant to off set the cost. The

Commission would be responsible for a 15% match of \$37,500 once the grant is awarded. Spencer would like to start applying for the grant after the first of the year as it could take several years to receive the grant dollars. Part of the \$90,000 could be used to cover the match if the grant is awarded quickly.

Spencer will continue to look for additional grant opportunities to off set additional costs for the project. She has gathered the names of three audio visual companies and will work to determine an estimate for AV equipment. The current equipment is reaching the end of its life and the scale would not transfer to the larger space.

There was additional discussion about the funding of the EOC project. Currently the timeline is unknown for how soon the move would occur. Murken & Spencer have a meeting scheduled with the Facilities Management Director in January and hope to have a better idea of timeline and start of costs after that meeting. On current information, Spencer believes it will be a minimum of 3 years before the building would be ready. Facilities would be doing a significant portion of the work with their own staff to keep costs low and she is not aware of where the building improvements sit in their timeline.

Murken asked how many times and what the disaster fund has been used for in the past. Spencer advised the fund has been used twice. Once to pay the Des Moines HazMat response bill for the train derailment and to purchase emergency protective equipment for the Sheriff's Office. Both were reimbursed quickly. Spencer did not have an exact number but under \$50,000. There was discussion about possibly utilizing disaster funds once expenses were known. Spencer will check the by-laws and policies to ensure everything is within guidelines.

The Commission advised to publish the budget with the \$312,744.64 ask with expenses as presented during the workshop.

Other

Spencer thanked all of the outgoing Mayors for their dedication to the Commission. Their guidance and support will be missed. Spencer also thanked the Mayors Elect for coming to the meeting.

Fitzgerald and Deaton thanked Spencer for all of her work and the presentation of the budget.

Next Meeting:

January 17, 2024- Budget Hearing and Regular Meeting. Need a quorum of elected officials to approve the budget. There will be a Mayors dinner starting at 6:30PM. Spencer and Barker will collaborate on the food for the meeting.

Adjournment: Motion for adjournment by Kling 2nd by Fitzgerald; MCU. Meeting adjourned at 8:06 p.m.