

Item 6.2.1 Presentation: Montgomery County Hazard Mitigation Plan by Brian Hamman,  
Montgomery County Emergency Management Agency Coordinator

**Background Information:** Maintenance & Operations Staff Carlos Guerra and Mindy Riibe have worked with Brian Hamman to develop agreements for a Hazard Mitigation Plan for Montgomery County. The Southwest Iowa Planning Council was contracted to assist / write the plan for Montgomery County.

This evening Agency Coordinator Brian Hamman is present to review the enclosed plan with the Directors. Board members are encouraged to ask questions and seek clarifications as needed – especially as the plan addresses responsibilities for the school district.

Please allow the necessary time for this presentation.

**Suggested Board Action:** It is recommended the Directors take affirmative action to approve the Montgomery County Hazard Mitigation Plan as presented.

**INSTRUCTIONS:**

Keeping in mind the hazard rankings as shown, please prioritize each action item as it pertains to your jurisdiction. For example, if your jurisdiction had a very low ranking for flash flooding, constructing drainage systems would have a low priority. Please indicate at least 2-4 medium to high priorities per goal and at least 7-10 high priority items total. You may add any actions items where indicated.

**Return this sheet and the sign in sheet by July 15, 2014.**

**Red Oak Community School District**

**Hazard Scoring**

| Hazard                       | Probability | Magnitude/<br>Severity | Warning Time | Duration | Total | Ranking |
|------------------------------|-------------|------------------------|--------------|----------|-------|---------|
| Tornado/Windstorm            | 14          | 6                      | 6            | 1        | 27    | 1       |
| Thunderstorm/Lightning /Hail | 14          | 3                      | 5            | 1        | 23    | 2       |
| Drought                      | 9           | 6                      | 2            | 4        | 21    | 3       |
| Flash Flood                  | 9           | 3                      | 6            | 2        | 20    | 4       |
| Severe Winter Storm          | 9           | 6                      | 2            | 2        | 19    | 5       |
| River Flooding               | 9           | 3                      | 2            | 3        | 17    | 6       |
| Extreme Heat                 | 9           | 3                      | 2            | 3        | 17    | 6       |
| Grass/Wild Land Fire         | 5           | 3                      | 6            | 1        | 15    | 7       |
| Levee/Dam Failure            | 5           | 3                      | 2            | 1        | 11    | 8       |

**GOAL #1** - Protect the health, safety and quality of life for Montgomery County citizens while reducing or eliminating property losses, economic costs, and damage to the natural environment caused by a disaster.

**Objective #1:** Protect health, safety and quality of life of Montgomery County residents by ensuring effective response to all hazards.

| Actions   | Priority | High | Medium | Low |
|---|----------|------|--------|-----|
| Make weather alert radios available to citizens   |          |      |        | X   |
| Maintain or create evacuation routes that ensure the safety of people in the event of a disaster  |          | X    |        |     |
| Construct FEMA approved safe rooms and ensure existing shelters are Red Cross certified   |          | X    |        |     |
| Maintain power supply for critical facility in the event of a power outage by purchasing and/or maintaining generators                  |          | X    |        |     |
| Obtain and upgrade necessary equipment for emergency responders in order to respond to emergency situations in the most prepared manner |          |      |        | X   |
| Encourage homeowners to install carbon monoxide monitors and alarms   |          |      |        | X   |

**Objective #2:** Prevent property and infrastructure loss by promoting and implementing smart development recommendations and rules.

| Actions  | Priority | High | Medium | Low |
|--|----------|------|--------|-----|
| Adopt and enforce building codes that improve disaster resistance and are manageable to enforce  |          |      |        | X   |
| Construct, retrofit, or maintain drainage systems (pipes, culverts and channels) to meet proper capacity requirements and provide adequate systems |          |      |        | X   |
| Plan and maintain road clearing capabilities   |          |      |        | X   |
| Provide help in installing and proper usage of fire extinguishers in all buildings   |          |      |        | X   |

|   |                 |             |               |            |
|---|-----------------|-------------|---------------|------------|
| Remove dilapidated, abandoned or dangerous structures that pose or enhance a threat to the community  |                 |             |               | X          |
| Expand awareness of incentives and disincentives on property/homeowner insurance that promote smart development and reduce hazard risk            |                 |             |               | X          |
| <b>Objective #3:</b> Prevent economic loss by improving disaster resistance to resources supporting economic activity.                            |                 |             |               |            |
| <b>Actions</b>  | <b>Priority</b> | <b>High</b> | <b>Medium</b> | <b>Low</b> |
| Enable measures that limit property and infrastructure loss, such as buildings and roads, which could negatively impact economic activity         |                 |             |               | X          |
| Encourage businesses to identify resources that would be available in the event of a disaster   |                 |             |               | X          |
| Establish standards and methods that protect power lines and infrastructure from potential risks, including tree pruning and burying power lines. |                 |             |               | X          |
| <b>Objective #4:</b> Promote and initiate natural environmentally friendly measure that help mitigate or prevent damages caused by a disaster.    |                 |             |               |            |
| <b>Actions</b>  | <b>Priority</b> | <b>High</b> | <b>Medium</b> | <b>Low</b> |
| Clear flood ditches from blockages that would enhance flood risk and/or damage  |                 |             |               | X          |
| Keep streams and creeks clear of debris and ensure they flow properly   |                 |             |               | X          |

**GOAL #2 - Ensure government operations, response, and recovery are not significantly disrupted by disasters.**

**Objective #1:** Maintain and retrofit public buildings with proper infrastructure and tools to ensure government facilities are operational during a hazard.

|  |                 |             |               |            |
|--|-----------------|-------------|---------------|------------|
| <b>Actions</b>   | <b>Priority</b> | <b>High</b> | <b>Medium</b> | <b>Low</b> |
| Retrofit public buildings to withstand snow load and prevent roof collapse             |                 |             |               | X          |
| Ensure public buildings that are critical to disaster response have back-up generators |                 | X           |               |            |

**Objective #2:** Ensure critical facilities are protected from hazard damage.

|   |                 |             |               |            |
|---|-----------------|-------------|---------------|------------|
| <b>Actions</b>  | <b>Priority</b> | <b>High</b> | <b>Medium</b> | <b>Low</b> |
| Designate new or alternative critical facilities that are outside of hazard areas |                 |             | X             |            |
| Build or maintain infrastructure that protects critical facilities                |                 |             | X             |            |

**Objective #3:** Ensure emergency response personnel are properly equipped and trained to handle disaster response and recovery.

|   |                 |             |               |            |
|---|-----------------|-------------|---------------|------------|
| <b>Actions</b>  | <b>Priority</b> | <b>High</b> | <b>Medium</b> | <b>Low</b> |
| Provide training to emergency response personnel (NIMS, etc)    |                 |             | X             |            |
| Purchase necessary equipment and/or tools for disaster response |                 |             | X             |            |

**Objective #4:** Identify or designate alternative operations in the event that response and recovery are impacted by a disaster.

|  |                 |             |               |            |
|--|-----------------|-------------|---------------|------------|
| <b>Actions</b>   | <b>Priority</b> | <b>High</b> | <b>Medium</b> | <b>Low</b> |
| Create or maintain policies that provide guidelines that designate secondary locations and/or personnel to handle disaster response and recovery |                 |             | X             |            |
| Maintain 28E agreements within and with surrounding communities and counties   |                 |             |               | X          |

|  |                 |             |               |            |
|--|-----------------|-------------|---------------|------------|
| <b>GOAL #3 - Expand public awareness and encourage intergovernmental cooperation, coordination and communication to build a more resilient community against all hazards.</b>        |                 |             |               |            |
| <b>Objective #1: Enhance public education through programs and the distribution of materials that expand public awareness about hazard risks and mitigation and safety measures.</b> |                 |             |               |            |
| <b>Actions</b>   | <b>Priority</b> | <b>High</b> | <b>Medium</b> | <b>Low</b> |
| Support Severe Weather Awareness Week and create or continue campaigns that support awareness of hazards and proper safety techniques  |                 | ✓           |               |            |
| Identify and promote public organizations that can hold training events or create classes that relate to hazard awareness  |                 | ✓           |               |            |
| Produce and distribute family and traveler emergency preparedness information  |                 |             |               | ✓          |
| <b>Objective #2: Create and implement public education programs in schools to encourage safe hazard response practices to ensure youth safety.</b>                                   |                 |             |               |            |
| <b>Actions</b>   | <b>Priority</b> | <b>High</b> | <b>Medium</b> | <b>Low</b> |
| Conduct tornado drills in schools and public buildings   |                 | ✓           |               |            |
| Maintain fire safety and education in schools  |                 | ✓           |               |            |
| Provide and maintain programs for winter weather awareness   |                 | ✓           |               |            |
| <b>Objective #3: Discourage development in high hazard areas through public meetings and campaigns.</b>  |                 |             |               |            |
| <b>Actions</b>   | <b>Priority</b> | <b>High</b> | <b>Medium</b> | <b>Low</b> |
| Use public resources through planning and/or incentives to steer development towards areas of low damage risk from hazards   |                 |             |               | ✓          |
| Create awareness through campaigns or informational documents and resources  |                 |             |               | ✓          |
| <b>Objective #4: Ensure community resources are available during extreme weather events.</b>   |                 |             |               |            |
| <b>Actions</b>   | <b>Priority</b> | <b>High</b> | <b>Medium</b> | <b>Low</b> |
| Review community policies and procedures to ensure community buildings and facilities are open and available to residents during extreme weather events                              |                 |             | ✓             |            |
| <b>Objective #5: Maintain communication and cooperation with neighboring communities.</b>  |                 |             |               |            |
| <b>Actions</b>   | <b>Priority</b> | <b>High</b> | <b>Medium</b> | <b>Low</b> |
| Ensure communications equipment is available and working between all government operations   |                 |             | ✓             |            |
| Maintain 29E agreements within and with surrounding communities  |                 |             |               | ✓          |

Additional action items: (continue on back of sheet if necessary)



Item 6.2.2 Maintenance & Operations Department Review by Director Carlos Guerra and Administrative Assistant Mindy Riibe

**Background Information:** Since replacing former director of maintenance Pete Wemhoff, Carlos Guerra (assisted by Mindy Riibe) has served in an interim basis in order to complete end of the school year (13/14) projects and supervise the summer maintenance program. This evening Carlos and Mindy are present to review the work of the department and answer any questions / concerns from the Directors. Please allow them to cover the following topics:

- Assessment and general comments for the transition period from March 2014 to the present
- Planning and implementation of the summer group work concept and subsequent effects – pros and cons
- Assessment of the budget savings device: work hours 4 x 10
- Delay and final completion of the school security system – established roll-out date of September 2
- Development of a combined department with personnel performing dual roles – brief overview (recommendations later in the meeting agenda)
- Bargaining contracts and limitations experienced for work assignments in transportation
- Continuing education for transportation staff and maintenance staff – a review
- Use of technology to streamline department needs and requests – comments and assessment
- Description of large maintenance projects completed during the summer weeks
- Needs and issues discovered during the transition period – what needs attention in the weeks/months ahead

**Suggested Board Action:** For this particular agenda item, no formal action is requested.

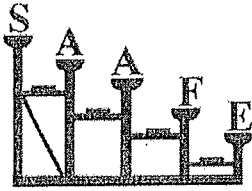
Item 6.2.3 Maintenance & Operations Projects Review and Consideration of Bids for Bleacher Alterations for Americans with Disabilities Act Requirements

**Background Information:** Efforts have continued in the past few weeks to seek bids from two vendors using identical specifications for making the home side bleachers at the athletic field ADA compliant. Each of the bids submitted provide some form of a ramp and six wheelchair adaptable spaces.

This evening Carlos Guerra presents two proposals to accomplish this project. Please allow him the time to review each (they are enclosed for advanced study) and answer any questions from the governing body.

If a project is approved this evening, it is feasible to have a completion date prior to winter depending on weather conditions. Funding for the project would need to come from the capital projects funds.

**Suggested Board Action:** (to be determined)



Seating & Athletic Facility Enterprises, LLC  
79554-325<sup>th</sup> Street, Ellendale, MN 56026

"STADIUM" STEVE SNYDER  
Phone: (507) 256-7604  
Fax: (507) 256-7207  
[stadiumsteve@gmail.com](mailto:stadiumsteve@gmail.com)

## Quotation

Date: 7/22/14  
Quotation No: JT-07222014-01  
Project Name: Bleacher Wheel Chair Ramp

To: Red Oak CSD  
2011 N. 8<sup>th</sup> Street  
Red Oak, IA 51566  
Attention: Mindy Riibe  
Phone: (712) 623-6610

Jim Townsend  
Phone: (515) 278-1339  
Fax: (515) 278-1364  
Cell: (641) 990-1041  
Email: [jim@towns-endco.com](mailto:jim@towns-endco.com)

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### Description and Price

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40' of Wheel Chair Ramp with one 5' Landing in the run.  
6 Wheel Chair Spaces Located Along the Front Row of the Existing Grandstand.

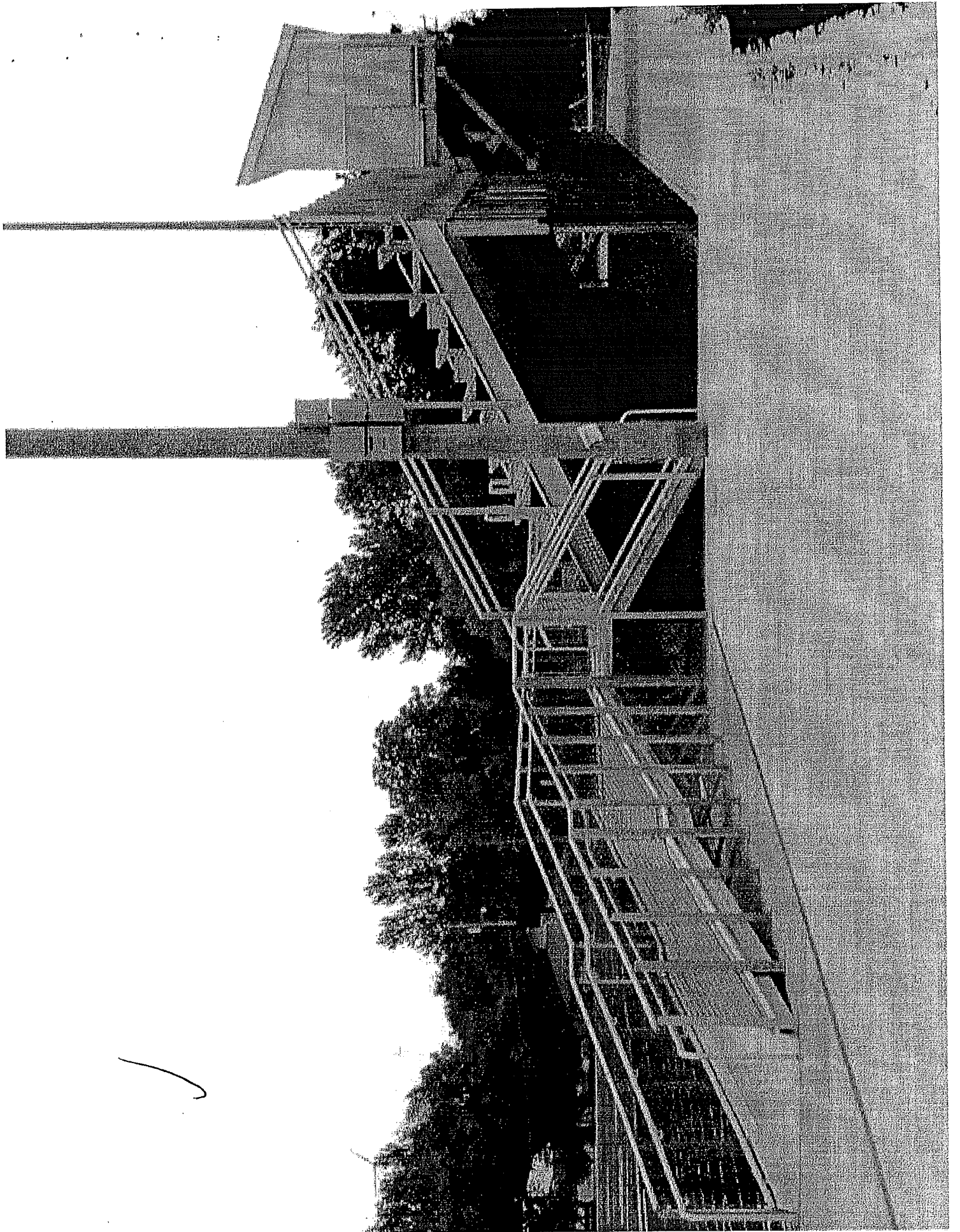
Materials Delivered and Installed: \$19,768.00

TO ACCEPT PLEASE SIGN THIS QUOTE OR SEND US A PURCHASE ORDER.

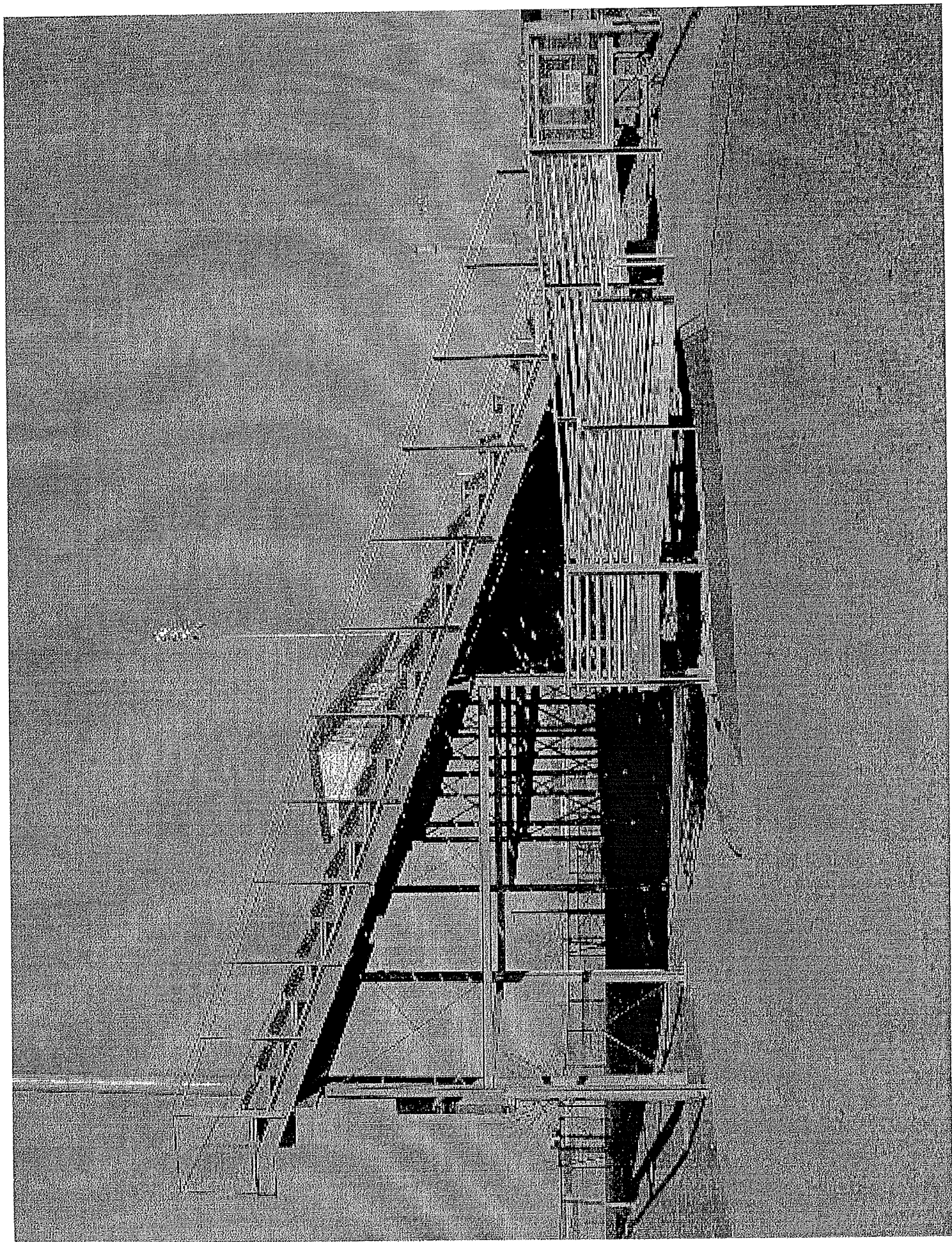
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Delivery: Scheduled

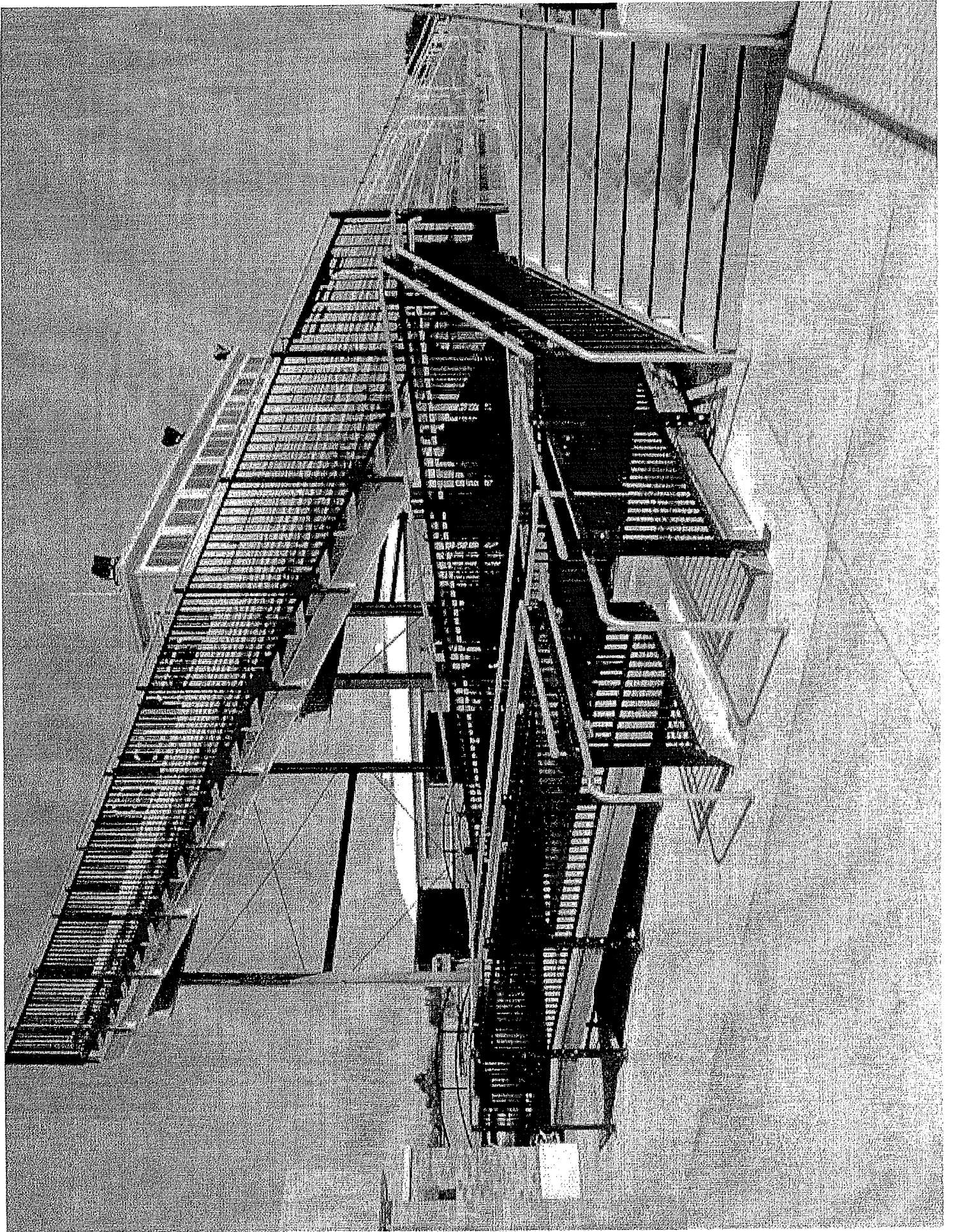
By: Jim Townsend

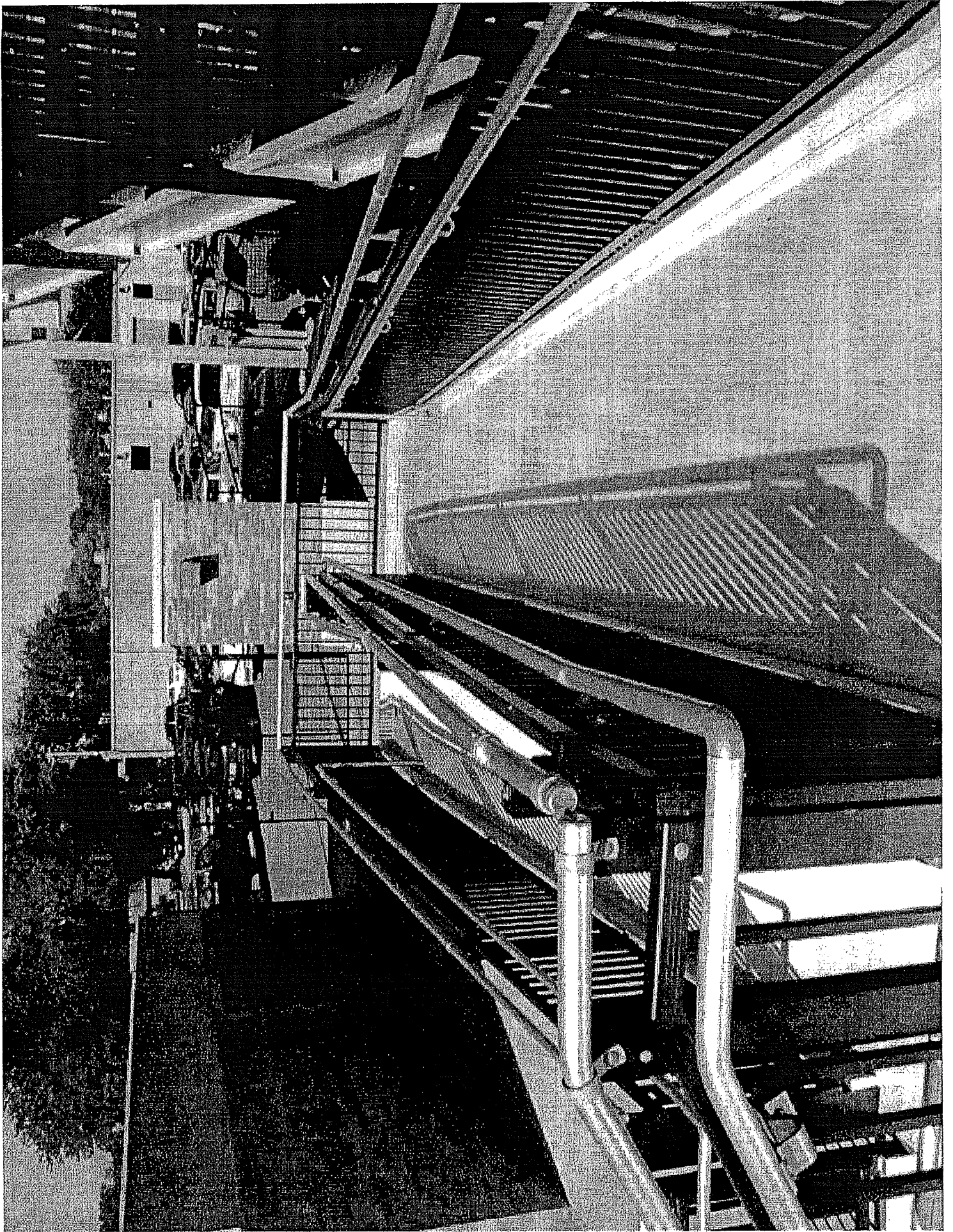




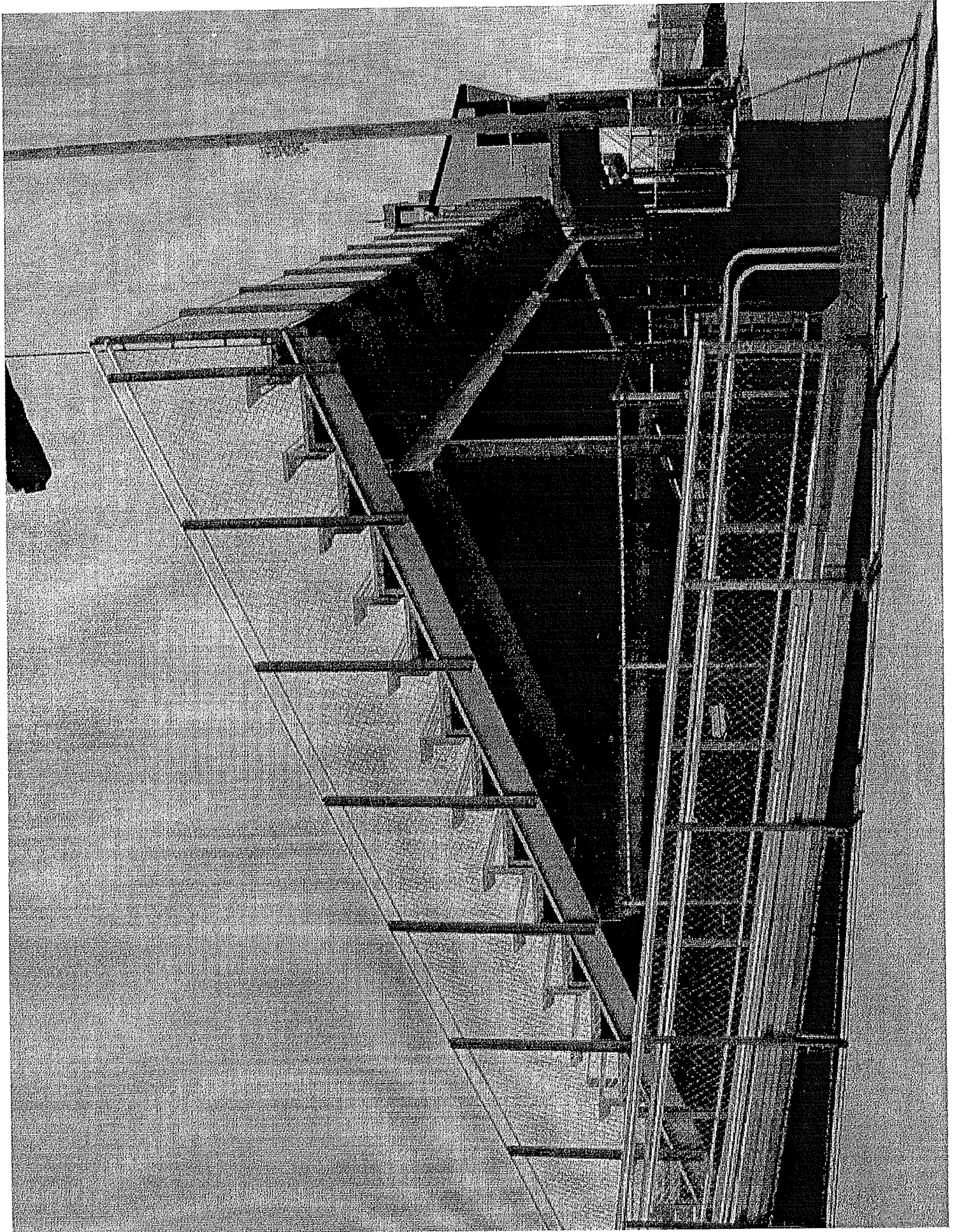




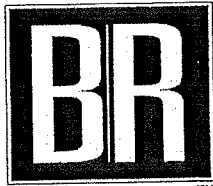












Athletic Facility  
Products & Service

6/19/2014

Carlos Guerra  
Red Oak SD  
904 Broad Street  
Red Oak, IA 51566-2604

Re: Order Confirmation - BR Quote# 14-1-1997

| PRICE       | DESCRIPTION  | SCHOOL     | AREA |
|-------------|--|------------|------|
| \$17,899.00 | Furnish materials and labor for the following;<br>- Straight ADA Ramp and 6 ADA spaces | Red Oak HS | FBH  |

To complete your order please fill out the information below, sign and fax to our office as soon as possible at (815)-334-1715.

Thank You

Carlos Guerra, phone 712-623-6600, fax 712-623-6603, cell 712-370-6606

**GENERAL TERMS & CONDITIONS:** BR Bleachers (BR) pricing includes products & services per your specifications & per the terms & conditions shown herein. In the unlikely event of a manufacturing defect, BR's liability is limited to the replacement of the part only. 30% restocking fee on products ordered in error. Payment due in full upon receipt of BR's invoice.  
**LABOR:** Unless otherwise stated herein & approved by an officer of BR in writing: 1) Prices based on all work being performed by BR & not split with other firms or individuals. 2) Warranty void if work is performed by others during the warranty period. 3) All work to be performed during normal weekday, non-holiday business hours, (weather permitting if outdoors) on a continuous business days, without interruption, until completed. 4) Electrical work does not include the parts or labor to install the power supply to equipment being installed.  
**PRICING & EXCLUSIONS:** Unless otherwise stated herein & approved by an officer of BR in writing: 1) Pricing good for 30 days. 2) Pricing does not include certified or shop drawings, taxes, permits, bonds, engineer's drawings, other equipment installations, commissions, local code compliances, ADA compliance or other extraneous fees. 3) If so required by state or local statutes/codes, the customer is responsible for obtaining all necessary building, occupancy, or any other work permits. 4) Customer responsible for all site preparations as required by applicable code(s) & as per BR specifications and/or recommendations.  
**MATERIAL SHORTAGES & DEFECTS:** Missing, discolored or damaged materials must be noted on the bill of lading at time of arrival & reported to BR immediately. BR is not responsible for the cost to replace damaged, defective or missing materials that are not noted on the bill of lading upon arrival or have not been immediately reported to BR. Colors of plastic seating & other plastic materials are approximate & will not exactly match the color of existing parts. It is normal for them to fade & wear quickly.  
**OVERHEAD WORK:** If customer supplies lift, it must: 1) Be readily available in the area being serviced; 2) Have a fully charged battery; 3) Be in safe, well maintained condition; 4) Have all safety features & safety harnesses in place. We reserve the right to inspect lift condition & function before use. If it not in satisfactory condition the customer will be required to pay for lift rental. If delayed or required to return later due to rental lift unavailability or related delays, additional charges will also apply. For your safety, students & staff may not be use the gym while overhead work is in progress.

Purchase Order # \_\_\_\_\_

Print Name \_\_\_\_\_

Date: \_\_\_\_\_

Signature \_\_\_\_\_

Title: \_\_\_\_\_

14200 Washington St., Woodstock, IL 60098 USA  
815.334.6364 fax: 815.334.1715 bleachers@brbleachers.com www.brbleachers.com



Athletic Facility  
Products & Service

6/19/2014

Carlos Guerra  
Red Oak SD  
904 Broad Street  
Red Oak, IA 51566-2604

*If want U shaped <sup>seal</sup> \$5800<sup>00</sup>*

Re: Order Confirmation - BR Quote# 14-1-1997A

| PRICE       | DESCRIPTION   | SCHOOL     | AREA |
|-------------|---|------------|------|
| \$24,998.00 | Furnish materials and labor for the following;<br>- Install custom 40 1/2" elevated ADA Ramp including (6) ADA 2X spaces with companion seating<br><u>Omit: Install an additional (6) 2x ADA spaces with companion seating</u><br>- Install new Guard Rail System<br>- Install Mid Aisle Hand Rails with colored nosing | Red Oak HS | FBH  |

To complete your order please fill out the information below, sign and fax to our office as soon as possible at (815)-334-1715.

Thank You

Carlos Guerra, phone 712-623-6600, fax 712-623-6603, cell 712-370-6606

**GENERAL TERMS & CONDITIONS:** BR Bleachers (BR) pricing includes products & services per your specifications & per the terms & conditions shown herein. In the unlikely event of a manufacturing defect, BR's liability is limited to the replacement of the part only. 30% restocking fee on products ordered in error. Payment due in full upon receipt of BR's invoice.

**LABOR:** Unless otherwise stated herein & approved by an officer of BR in writing: 1) Prices based on all work being performed by BR & not split with other firms or individuals. 2) Warranty void if work is performed by others during the warranty period. 3) All work to be performed during normal weekday, non-holiday business hours, (weather permitting if outdoors) on a continuous business days, without interruption, until completed. 4) Electrical work does not include the parts or labor to install the power supply to equipment being installed.

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**MATERIAL SHORTAGES & DEFECTS:** Missing, discolored or damaged materials must be noted on the bill of lading at time of arrival & reported to BR immediately. BR is not responsible for the cost to replace damaged, defective or missing materials that are not noted on the bill of lading upon arrival or have not been immediately reported to BR. Colors of plastic seating & other plastic materials are approximate & will not exactly match the color of existing parts. It is normal for them to fade & wear quickly.

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Purchase Order # \_\_\_\_\_

Print Name \_\_\_\_\_

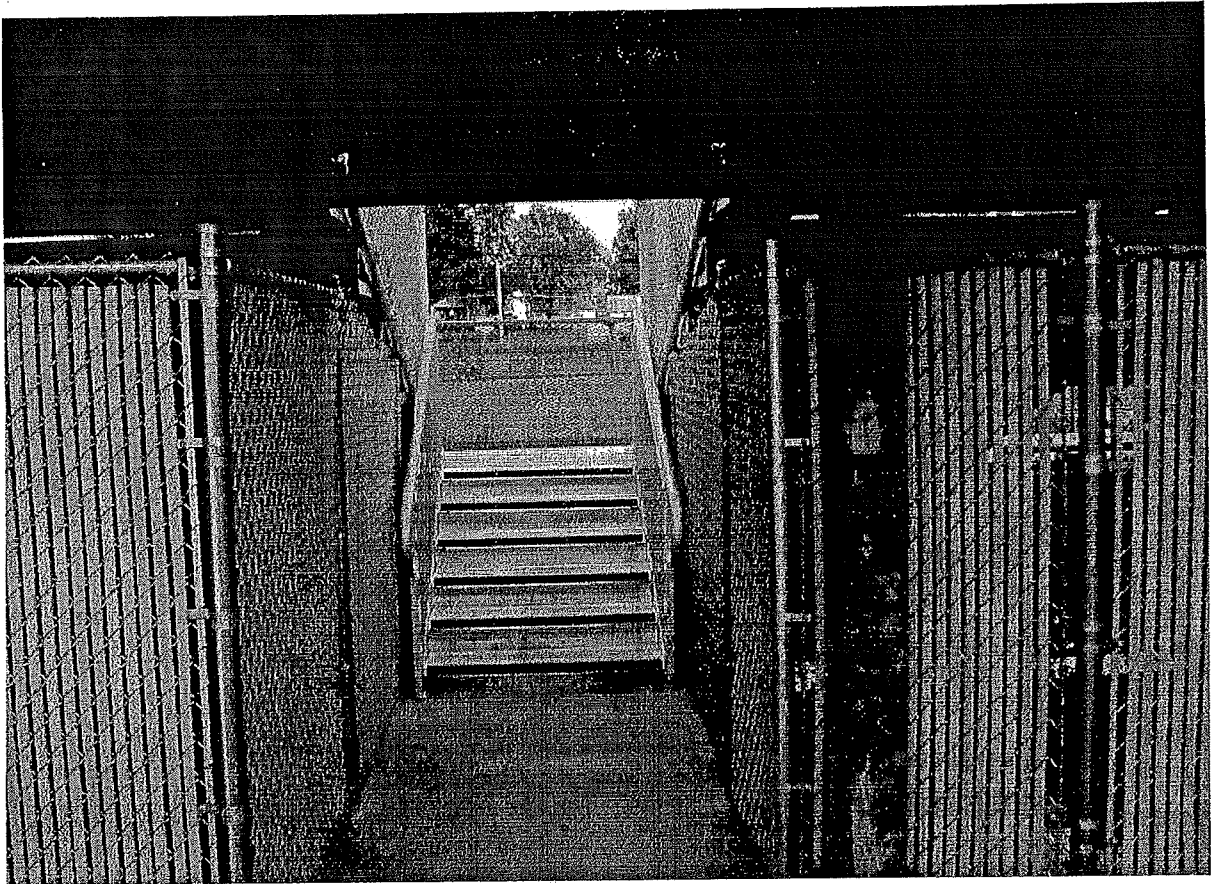
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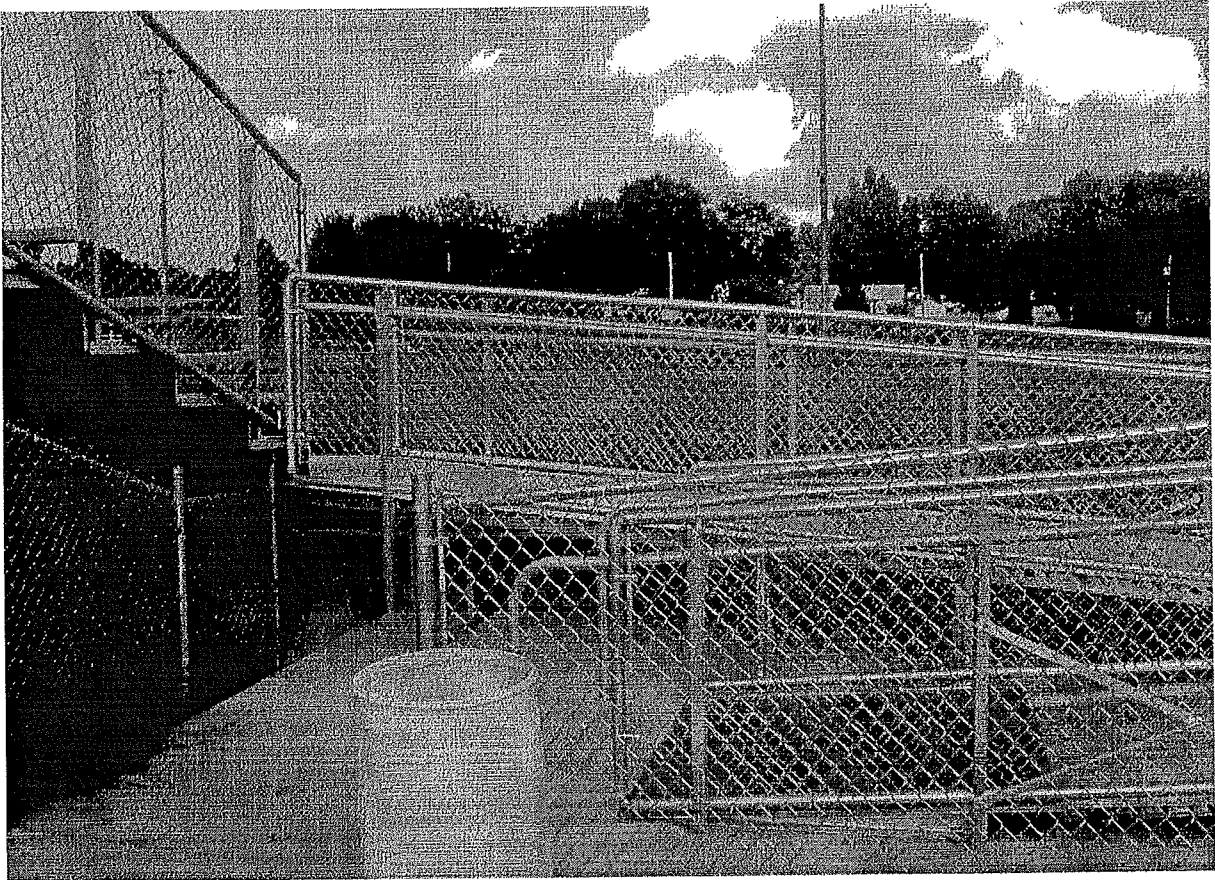
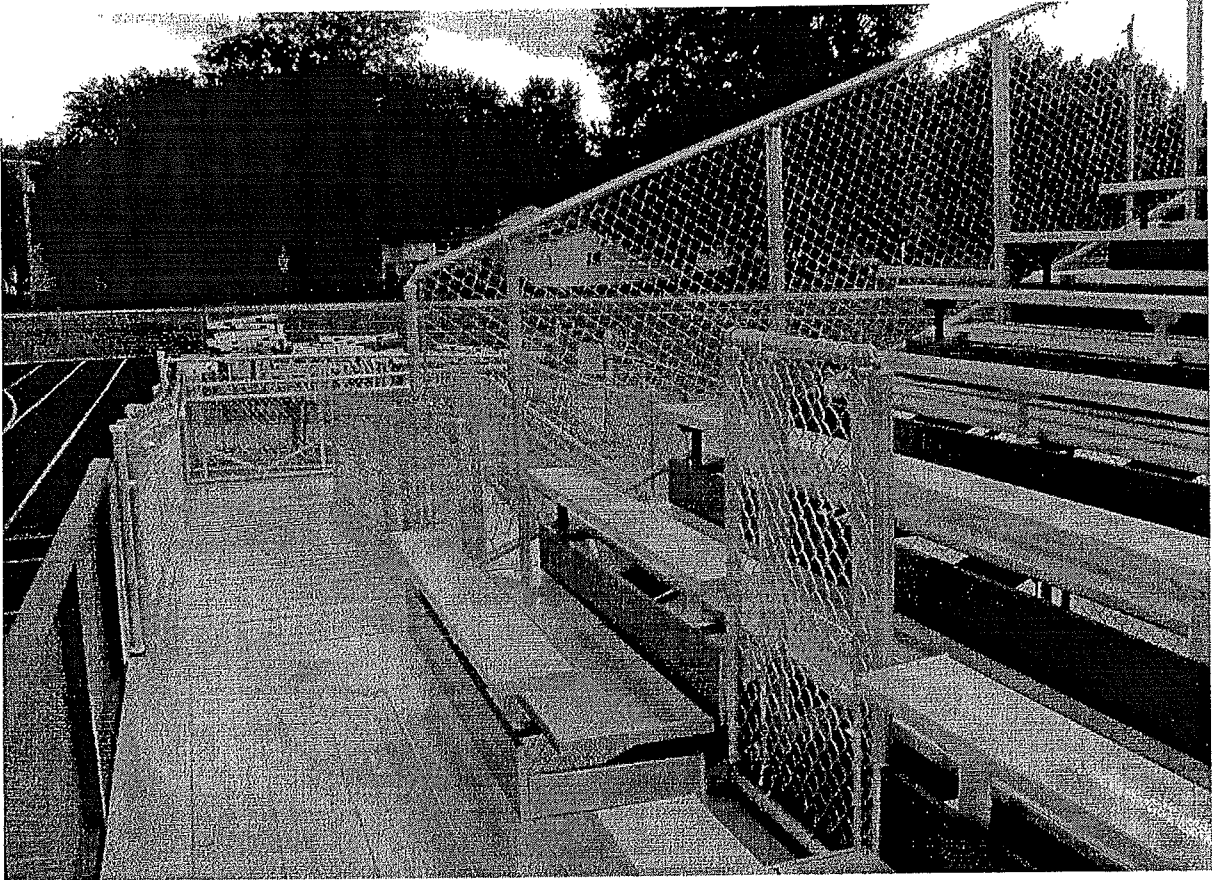
Signature \_\_\_\_\_

Title: \_\_\_\_\_

14200 Washington St., Woodstock, IL 60098 USA  
815.334.6364 fax: 815.334.1715 bleachers@brbleachers.com www.brbleachers.com

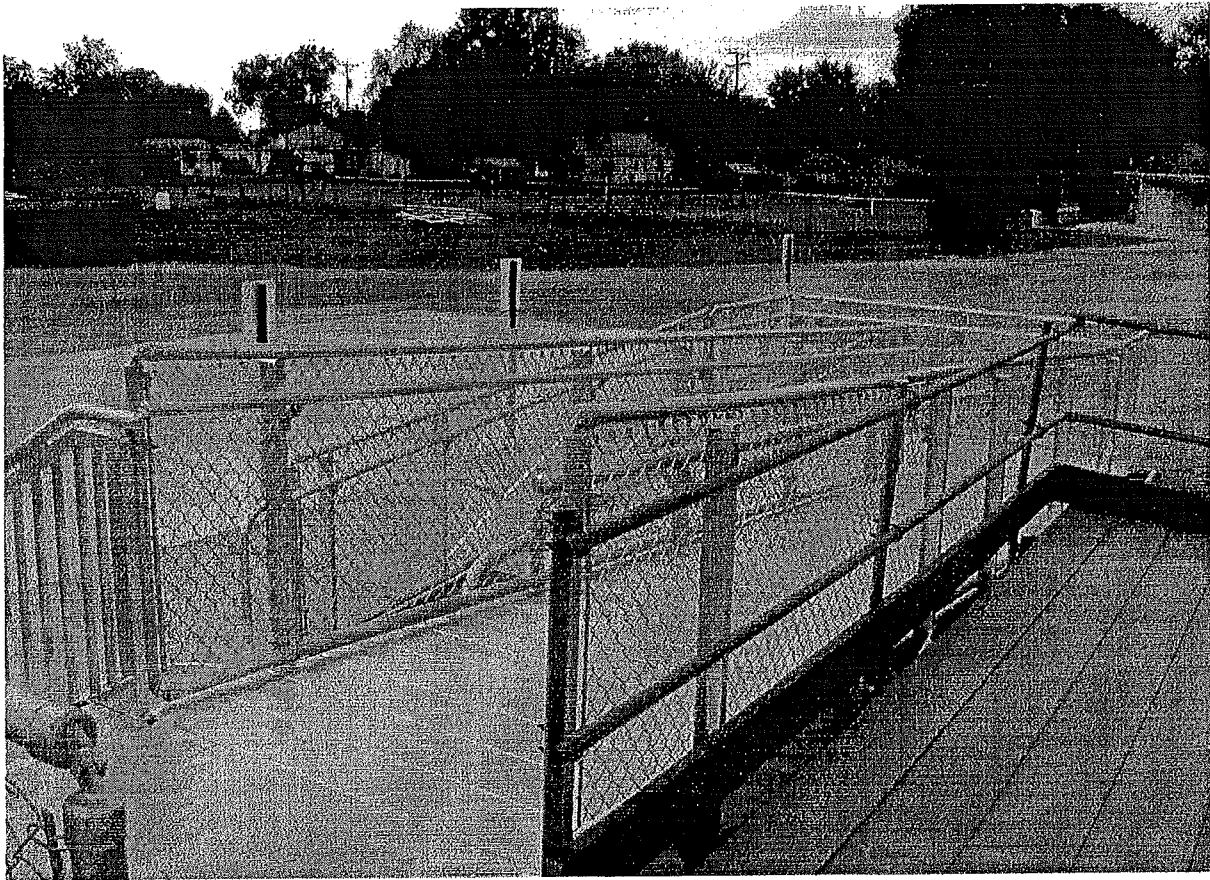
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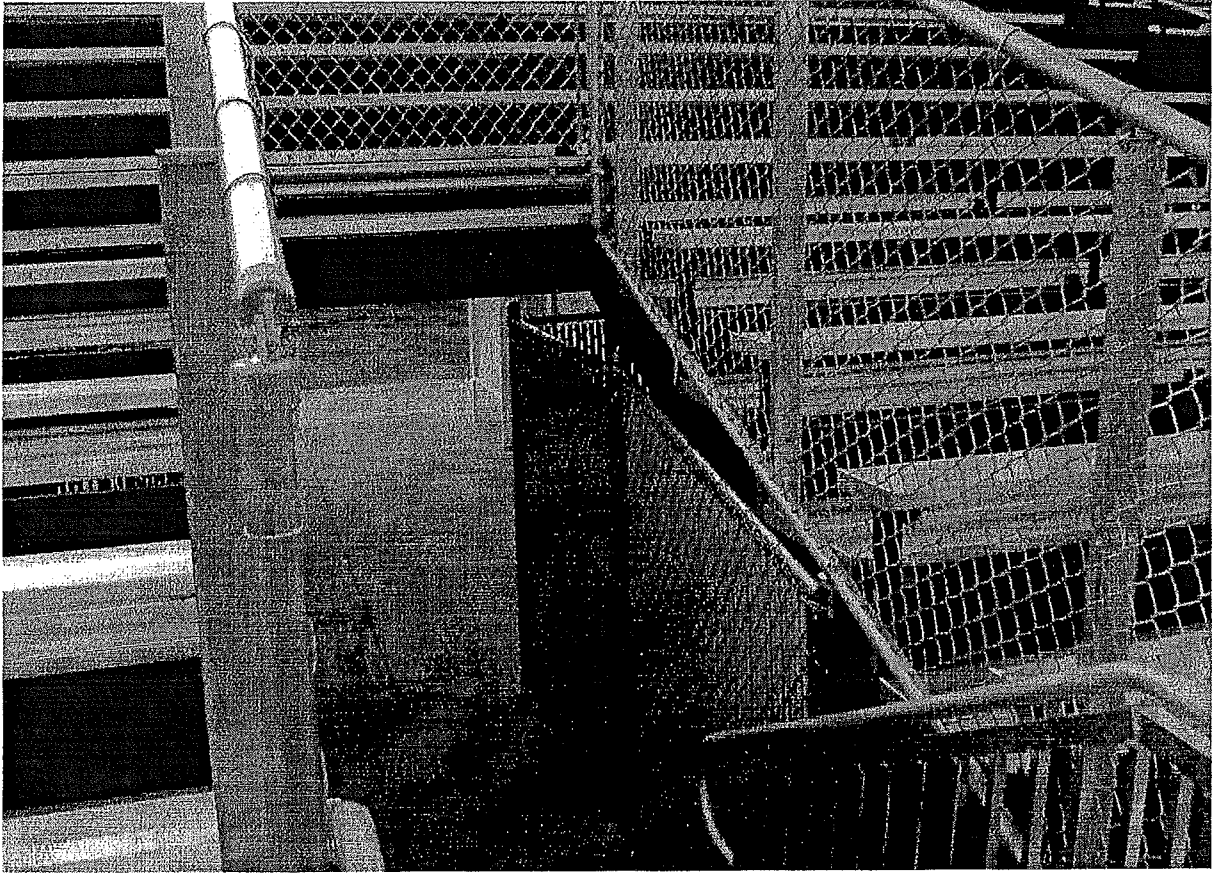






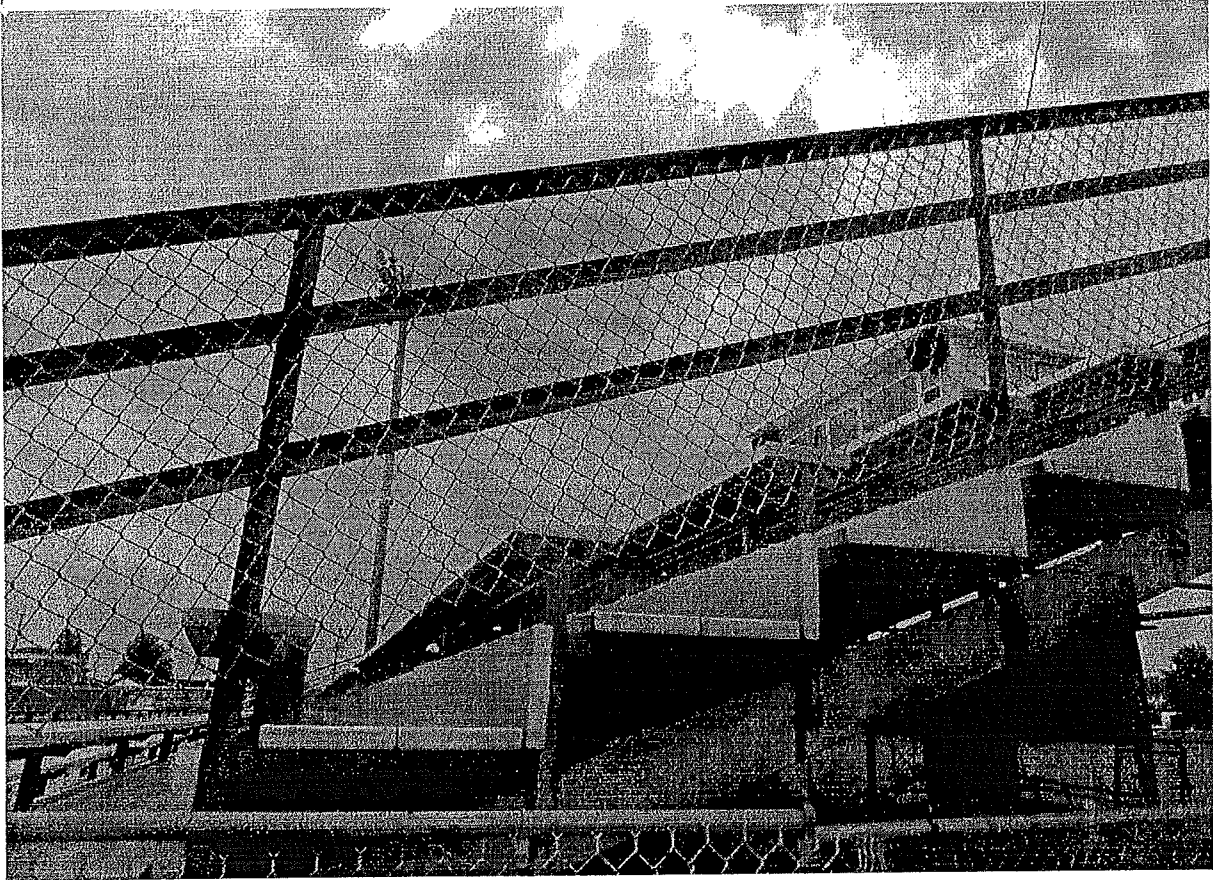


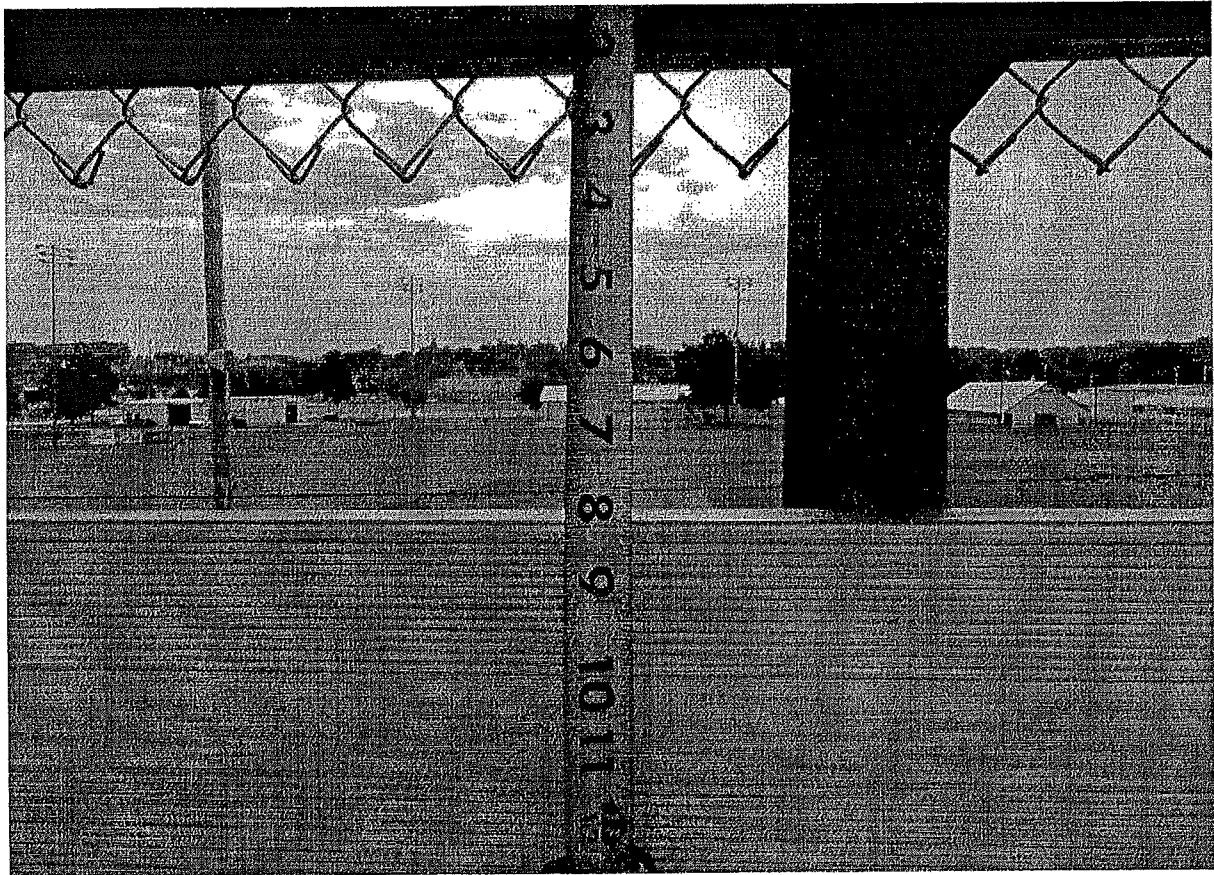
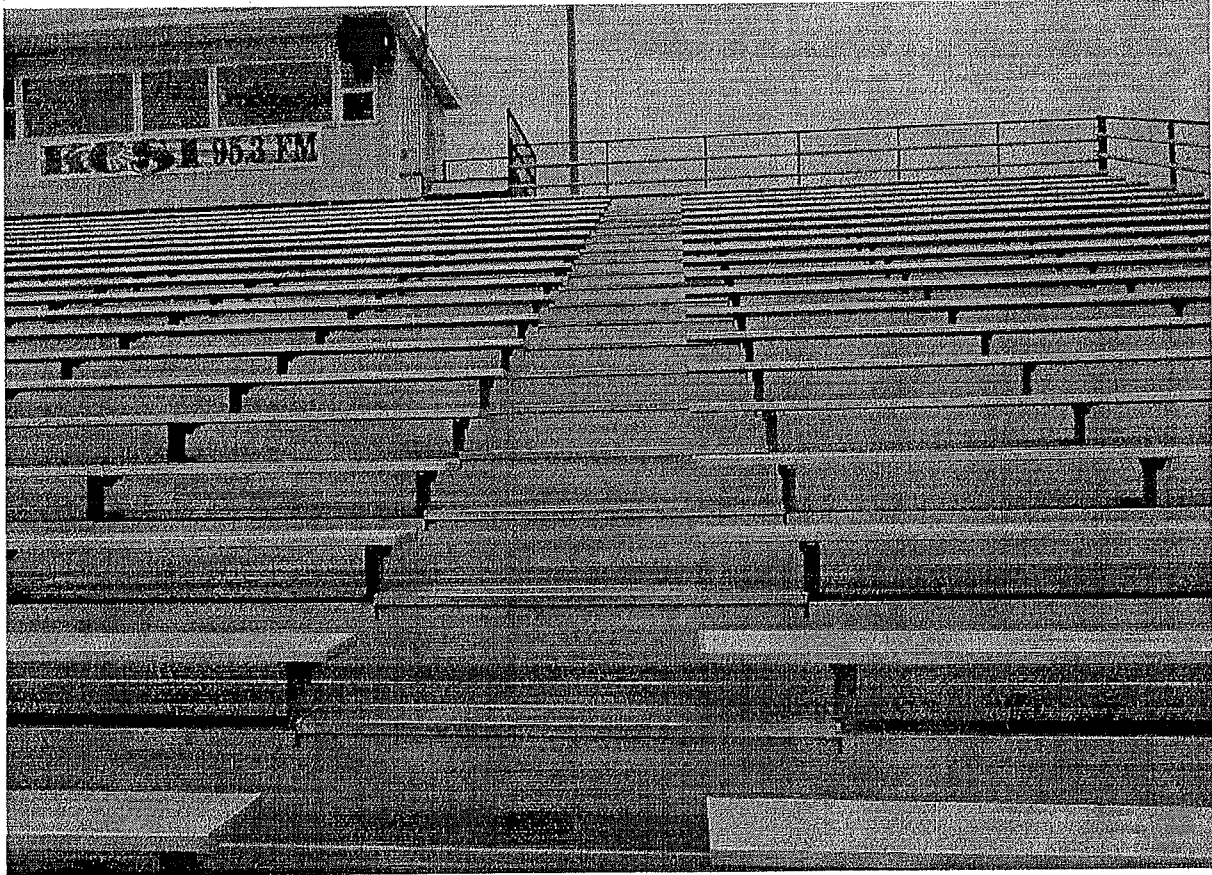




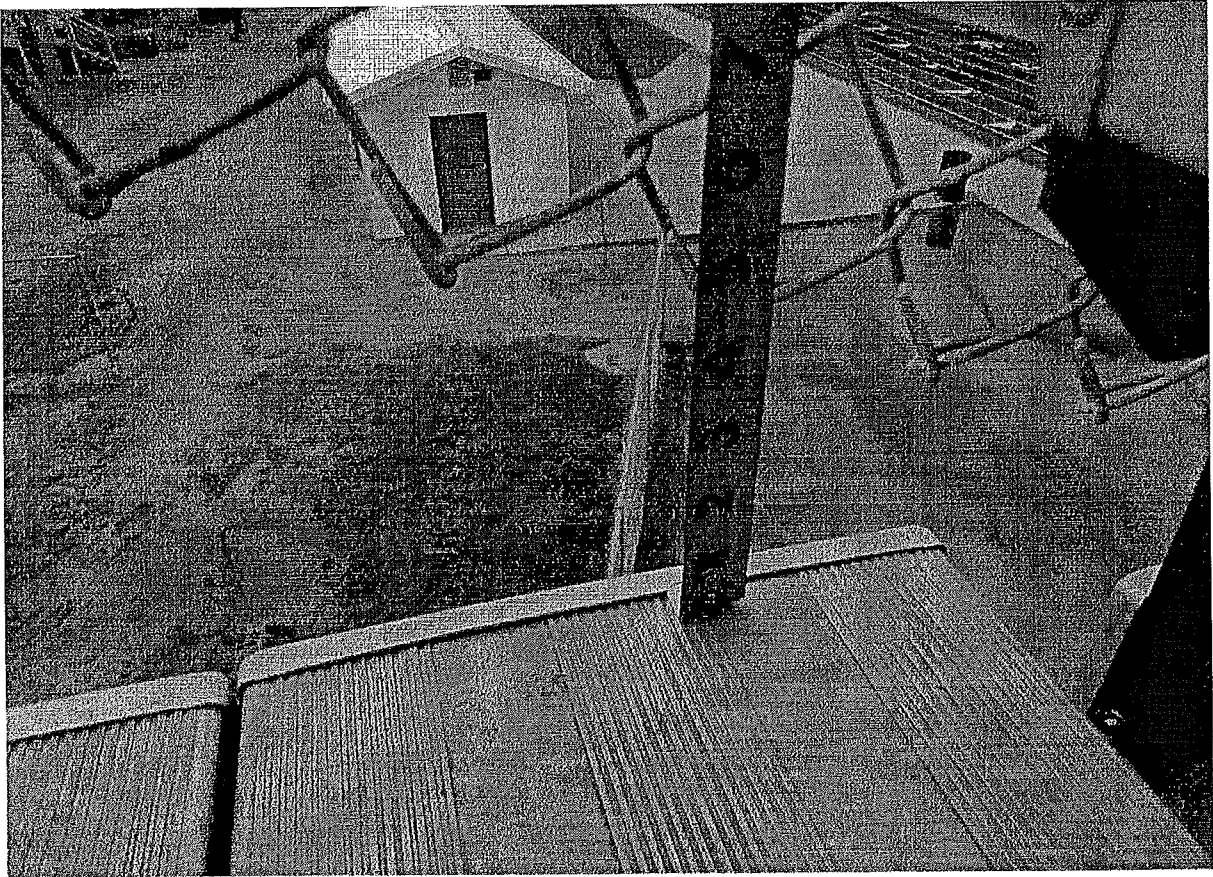
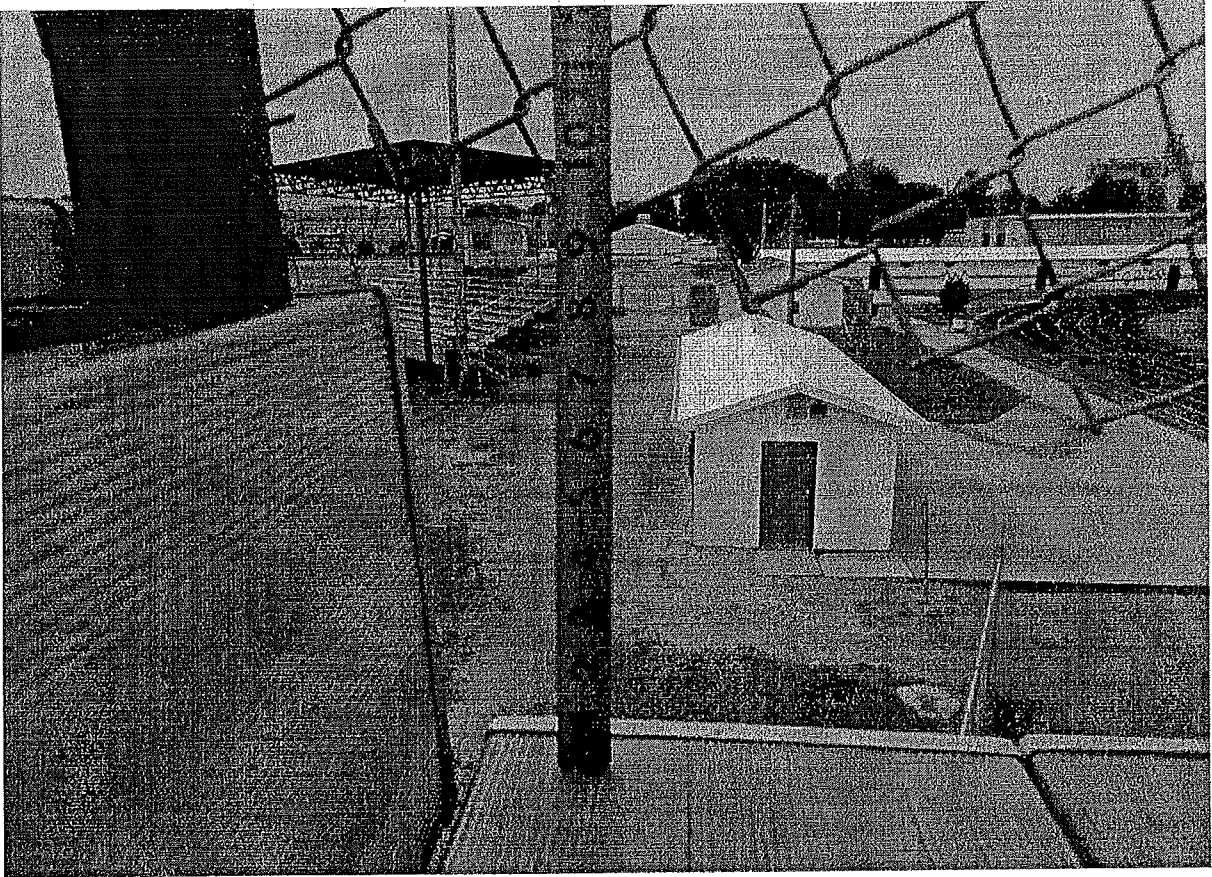


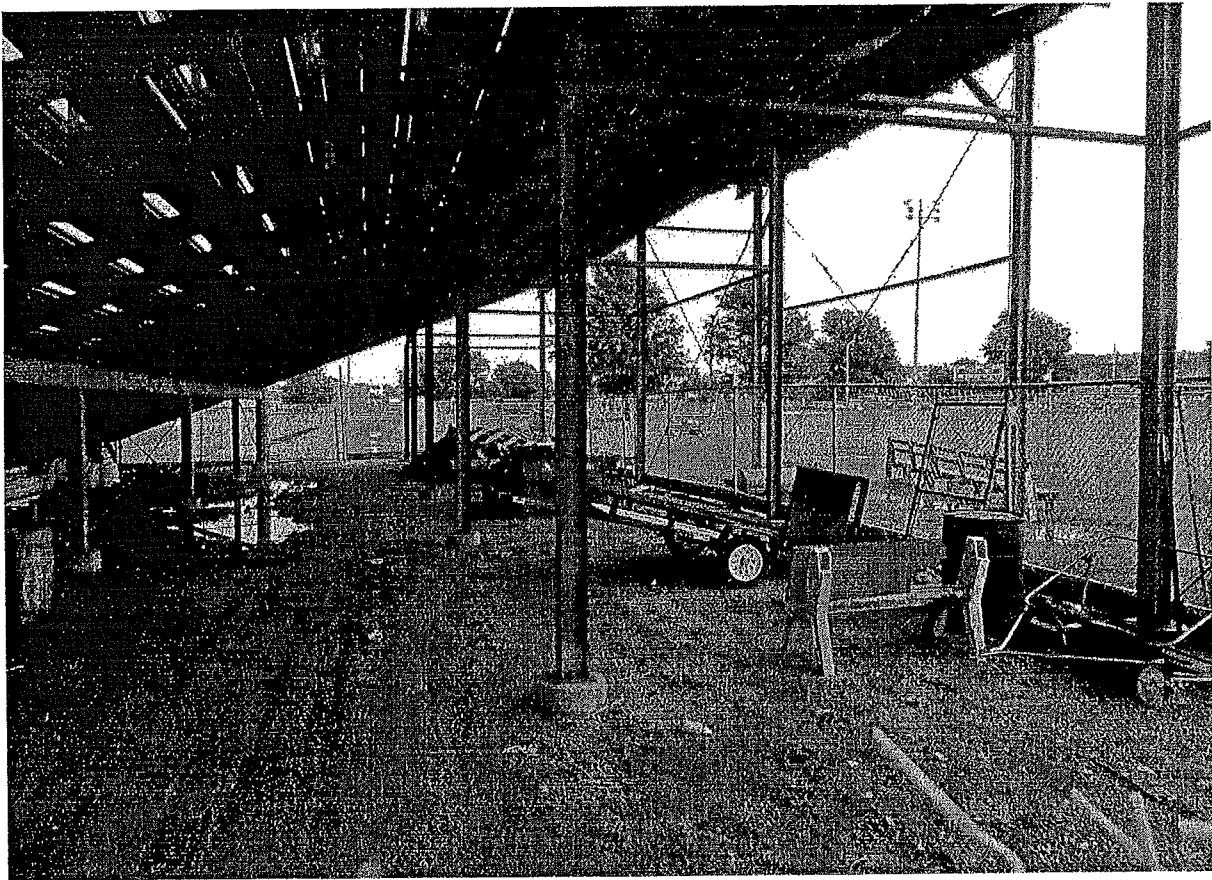
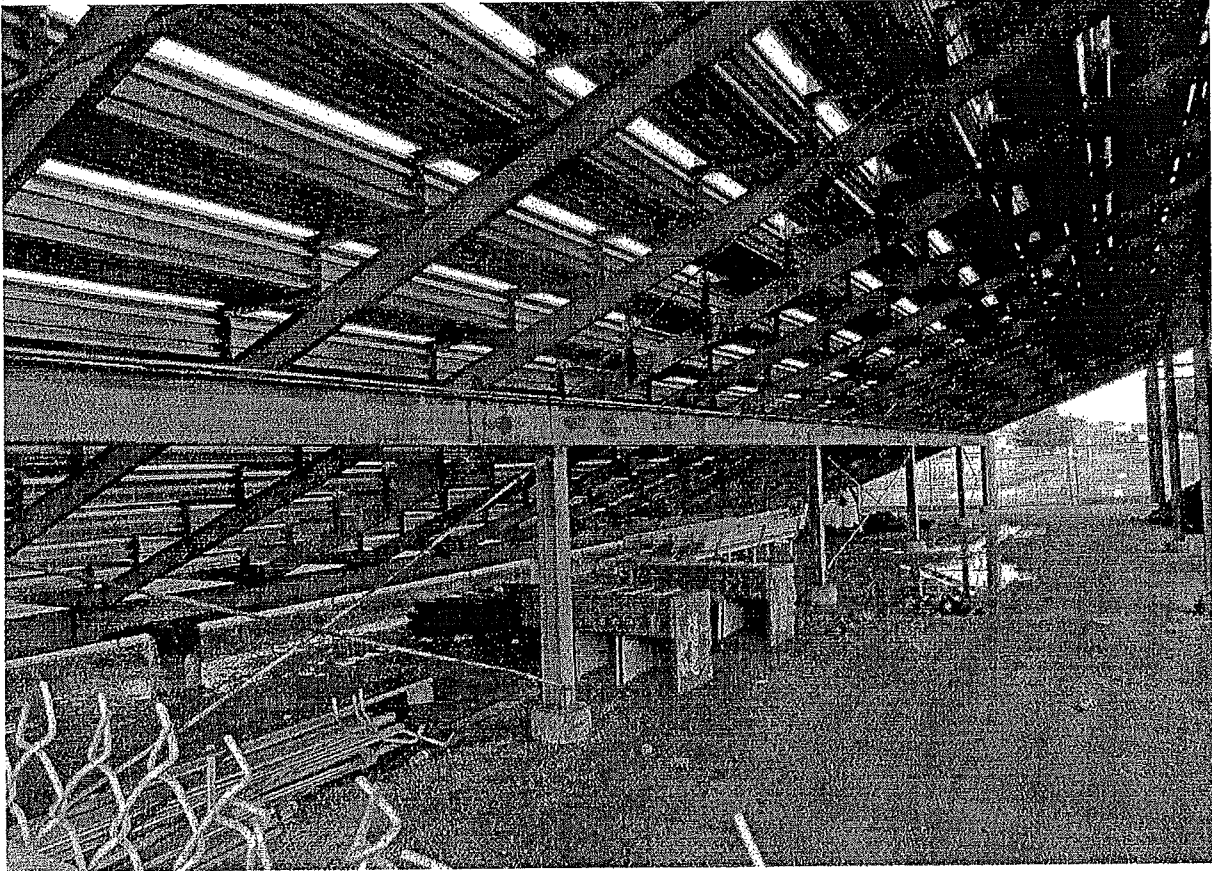
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Red Oak School District  
Red Oak HS, FB H  
2011 North 8th St.  
Red Oak, IA 51566

