



Woodbury County Law Enforcement Center Authority

Ron Wieck, Chair
Dan Moore, Secretary
Mark Nelson, Treasurer

Woodbury County Courthouse
620 Douglas Street, Room #104
Sioux City, Iowa 51101
712.279.6525

AGENDA

Tuesday, November 7, 2023

First Floor Boardroom, Woodbury County Courthouse

2:00P

Call the meeting to order

1. Approval of the agenda
2. Approval of the minutes from the October 24, 2023 meeting
3. Approval of claims
4. Financial report – Dennis Butler
5. Discussion and action on the LEC Authority's new policy on rules of conduct during Authority meetings
6. Information only on Baker Group's contract – Shane Albrecht
7. Information and update on the Law Enforcement Center project – Shane Albrecht
8. Public concerns
9. Commissioner concerns
10. Closed session @ 2:30P with Fredrikson & Byron Law Firm (Iowa Code Chapter 21.5(1)(c))
11. Closed session @ 3:15P with the Woodbury County Board of Supervisors and Fredrikson & Byron Law Firm (Iowa Code Chapter 21.5(1)(c))
12. Adjourn

Woodbury County Law Enforcement Center Authority

Minutes

October 24, 2023, 3:10 p.m.

First Floor Boardroom, County Courthouse

Attendance:

Members: Ron Wieck, Dan Moore, Mark Nelson

Staff: Karen James, Administrative Assistant, Shane Albrecht, Baker Group, Dennis Butler, Finance Director, Kenny Schmitz, Building Services,

1. Motion by Nelson, second by Moore to approve the agenda. Carried 3-0
2. Motion by Nelson, second by Moore to approve the minutes of October 10, 2023, meeting. Carried 3-0
3. Motion by Wieck, second by Nelson to approve the minutes of October 20, 2023, meeting. Carried 3-0
4. Motion by Wieck, second by Nelson to approve the claims totaling \$34,262.35. Carried 3-0
5. Motion by Wieck, second by Nelson to go into closed session per Iowa Code 21.5 (1) (c) with Fredrikson & Byron Law Firm and Board of Supervisors. Carried 3-0 on a roll-call vote.

Motion by Wieck, second by Nelson to go out of closed session per Iowa Code 21.5 (1) (c) with Fredrikson & Byron Law Firm and Board of Supervisors. Carried 3-0 on a roll-call vote.
6. Motion by Wieck, second by Nelson to go into closed session per Iowa Code 21.5 (1) (c) with Fredrikson & Byron Law Firm. Carried 3-0 on a roll-call vote.

Motion by Nelson, second by Moore to go out of closed session per Iowa Code 21.5 (1) (c) with Fredrikson & Byron Law Firm. Carried 3-0 on a roll-call vote.
7. Motion by Wieck, second by Moore to adjourn.

Dan Moore, Secretary

**RESOLUTION ADOPTING RULES OF CONDUCT FOR PUBLIC MEETINGS
UNDER IOWA CODE § 346.27(5)**

WHEREAS, Woodbury County, State of Iowa (the “County”), is a political subdivision, organized and existing under and by the laws and Constitution of the State of Iowa; and

WHEREAS, the City of Sioux City, Iowa (the “City”) is the seat of the County; and

WHEREAS, the County and the City have established a Joint County and City Building Authority pursuant to Iowa Code Section 346.27—the Woodbury County Law Enforcement Center Authority (the “Authority”)—for the purposes of building and financing a new law enforcement center for joint use by the City and County; and

WHEREAS, the County and the City have adopted Articles of Incorporation to form the Authority and authorized the execution of the Articles of Incorporation; and

WHEREAS, Iowa Code Section 346.27(5) requires that the Authority be directed and governed by a Board of Commissioners of three members, one to be elected by the Board of Supervisors of the County from the area outside the county seat, one to be elected by the City Council of the City from the area inside the City, and one to be elected by the joint action of the Board of Supervisors of the County and the City Council of the City; and

WHEREAS, Iowa Code Section 346.27(5) further requires and/or permits the Board of Commissioners to adopt bylaws and rules of procedure for regular meetings; and

WHEREAS, the Authority finds it is fair and appropriate to adopt rules of procedure for public meetings to ensure productive discussion and facilitate public participation; and

WHEREAS, the Authority has drafted Rules of Conduct for Public Meetings; and

WHEREAS, the following action is now considered to be in the best interests of the Authority and residents of the County and City.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE AUTHORITY:

Section 1. Adoption. The Authority adopts the Rules of Conduct for Public Meetings attached hereto.

Section 2. Public Meetings. The Rules of Conduct for Public Meetings shall govern and control all public meetings of the Authority. Compliance with these rules is required by all persons attending such meetings.

Section 3. Exceptions. The Authority reserves the right to grant exceptions to the Rules of Conduct for Public Meetings in its sole discretion by unanimous consent of its members.

Section 4. Amendment. The Authority reserve the right to amend the Rules of Conduct for Public Meetings. No such amendment shall be effective unless passed by a written resolution.

PASSED AND APPROVED this ____ day of November 2023.

Chairperson, Board of Commissioners

ATTEST:

Secretary, Board of Commissioners

WOODBURY COUNTY LAW ENFORCEMENT CENTER AUTHORITY
RULES OF CONDUCT FOR PUBLIC MEETINGS

(Approved November __ 2023)

Meetings of the Board of Commissioners of the Woodbury County Law Enforcement Center Authority (Authority) are formal meetings during which the Board may take official action on various items of business. Members of the public wishing to speak on an item must follow the below noted participation rules adopted by the Board of Commissioners. The Board adopted these rules pursuant to Iowa Code section 346.27 (“The board of commissioners shall . . . adopt bylaws and rules of procedure. . .”), and, in determining such rules, the Authority reviewed and incorporated many of the rules of conduct adopted respectively by Woodbury County and Sioux City.

1. All attendees must silence their cell phones and other devices while in the meeting room.
2. All attendees must remain quiet throughout the meeting except when such attendee is the speaker at the microphone/podium/designated spot.
3. The Chair of the Board may recognize speakers on agenda items after initial discussion by the Board. At his or her discretion, the Chair, at the beginning of discussion on any item, may request statements in favor of an action be heard first followed by statements in opposition to the action.
4. Speakers will approach the microphone/podium/designated spot one at a time and give their name and address before their statement.
5. Speakers shall limit their remarks to *three minutes* per agenda item, and such remarks must be in direct reference to the agenda item. An individual’s time may not be given or traded to other speakers.
6. Speakers shall address their remarks to the entire Board and not to any Commissioner specifically.
7. Speakers shall not make any personal, inflammatory, or slanderous remarks, shall not be boisterous, and shall not otherwise behave in a disorderly or inappropriate fashion while addressing the Board.
8. Any speaker desiring to address an item that is not a scheduled item on the agenda and/or during the time for “Public Concerns,” will be heard at the end of the regular meeting as time allows and with no speaker speaking for more than *three minutes*. Please note the Board is legally prohibited from taking action on or engaging in deliberation on concerns not listed on the agenda, and, in such cases, the Chair will request further discussion take place after properly noticed.
9. Public comment by electronic or telephonic means is generally prohibited.
10. Any member of the public who does not comply with these rules will be asked to leave the meeting and shall no longer have the right to speak at that meeting.
11. Any member of the Board or its designated agent may enforce these rules.

Baker Group Monthly Cost			
	<u>Rate</u>	<u>Hours</u>	<u>/Month</u>
Baker Group Office			\$1,700
Internet for office			\$271
Printer			\$230
Office Supplies			\$150
onsite Supertindent	85	160	\$13,600
Project Manager	125	80	\$10,000
Project coordinator	85	40	\$3,400
project executive	135	9	\$1,215
Hotel expense	150	10	\$1,500
Travel	0.56	800	\$448
Safety			\$1,500
Total			\$34,014