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07/12/16

AGREEMENT FOR COMPREHENSIVE PLAN SERVICES

ARTICLE I. This AGREEMENT made and entered into this 12th day of July, 2016, by and between Woodbury County hereinafter called the COUNTY, and Simmering-Cory, Inc., hereinafter called SCI, WITNESSETH:

WHEREAS, the COUNTY intends to hire a planning consultant to prepare Comprehensive Plans for eleven cities in Woodbury County, Iowa. These plans will create a framework for the development of future public policy, particularly in the area of land use, infrastructure, and economic development, hereinafter called the PROJECT; and

WHEREAS, the COUNTY desires to employ SCI to assist with completion of individual Comprehensive Plans for eleven cities within Woodbury County, Iowa.

NOW THEREFORE, in consideration of these premises and of the mutual covenants herein set forth, the parties hereto agree as follows:

ARTICLE II. COMPREHENSIVE PLAN DEVELOPMENT.

SCI agrees to complete a Comprehensive Plan document for each of the following cities as outlined in the proposal submitted to the COUNTY by SCI and attached to this agreement as Addendum A. The eleven cities included in the PROJECT are as follows:

- Anthon
- Bronson
- Correctionville
- Cushing
- Danbury
- Hornick
- Lawton
- Oto
- Pierson
- Sloan
- Smithland

SCI agrees to furnish and perform various professional services for each of the eleven participating cities in the PROJECT, as follows:

- Hold a kick-off meeting with Woodbury County Rural Economic Development staff and representatives from each of the cities participating in the PROJECT by no later than July 31st, 2016 to inform the cities of the planning process; develop an agreed upon order of when each city will begin the planning process; and establish a reasonable and agreed upon timeline to conduct and finalize the planning process.
- For each participating city, hold a fact finding session with the Mayor, City Council, city staff, and other key stakeholders.
- For each participating city, attend and lead a joint work session with the City Council and, if applicable, the Planning and Zoning Commission.

PATRICIA E. GILL
WOODBURY COUNTY
AUDITOR & RECORDER &
COM. OF ELECTIONS

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- For each participating city, attend and lead a community meeting and visioning session to receive input from community stakeholders.
- Gather available documents from each participating city including but not limited to Comprehensive Plans, maps, facility reports, and photographs of the community.
- Compile information and data related to infrastructure, transportation, housing stock, and demographics for each participating city.
- Submit a draft plan to each participating city for review.
- Provide proceedings to, and assist each participating city in the adoption of their final Comprehensive Plan.
- Provide for each participating city a digital copy (in PDF format), one unbound paper copy, and ten bound copies of their final Comprehensive Plan.
- Hold a one-year follow-up meeting with each participating city post adoption of their Comprehensive Plan to review each city's progress and identify any potential updates to their Comprehensive Plan.

The COUNTY and each participating city agrees to fulfill and take certain action required to carry out the work and services necessary for completion of the PROJECT as outlined in the resolutions approving the acceptance of comprehensive services from the COUNTY and attached to this agreement as Addendum B., including the following items:

- Each participating city agrees to provide copies of all existing planning documents currently available, including past Comprehensive Plans, Capital Improvement Plans, Urban Renewal and Urban Revitalization Plans, City Codes, and other relevant information and documents as requested.
- The COUNTY agrees to provide a copy of all existing planning documents currently available, including the Woodbury County General Development Plan, and other relevant information and documents as requested.
- Each participating city agrees to provide meeting space for community input sessions.
- Each participating city agrees to assist SCI with promoting and disseminating information regarding the date, time, and location of their community input session.
- Each participating city agrees to take City Council action to formally adopt their Comprehensive Plan.

ARTICLE III. COMPENSATION. The COUNTY shall compensate SCI for services outlined under ARTICLE II in an amount of a fixed fee of \$10,230 per city, and the entire PROJECT shall

not exceed \$112,530. In no case will billings exceed this amount without prior authorization by COUNTY.

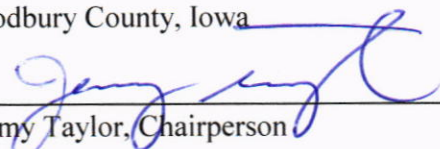
Should the COUNTY wish to expand the scope of services during the term of the contract, such services will be billed by an agreed upon amount as listed in the proposal (Addendum A.) in an amendment to the original agreement for services.

It is further understood and agreed by both parties, that the payment of fees shall be based on the percentage of the PROJECT complete, per city, with invoices to be sent out monthly. SCI will provide a detailed progress report with each billing showing the percentage complete of each Comprehensive Plan.

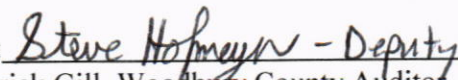
ARTICLE IV. PROJECT SCHEDULE. The project shall be completed within a 36-month timeframe (with the exception of the one-year follow-up meetings which may occur outside of the 36-month timeframe) following the date of this agreement.

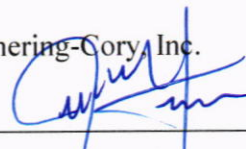
Any extension of the project schedule shall be done through written amendment to this agreement.

ARTICLE V. TERMINATION. The COUNTY and/or SCI shall have the right to terminate this contract upon providing a 90-day notice in writing. Upon cancellation, the COUNTY will be responsible only for those costs incurred by SCI to the date of termination.

Woodbury County, Iowa
By: 
Jeremy Taylor, Chairperson
Date: July 12, 2016

Attest:

By:  - Deputy
Patrick Gill, Woodbury County Auditor

Simmering-Cory, Inc.
By: 
Date: July 7, 2016

Addendum A.

WOODBURY COUNTY, IOWA

Professional Services Proposal for Comprehensive Plan Development



Simmering-Cory INC.

610 Buddy Holly Place • PO Box 141
Clear Lake, Iowa 50428 • Phone 641-357-7595 • Fax 641-357-7581



PROPOSAL FOR:

David Gleiser
Economic Development Director
Woodbury County
620 Douglas Street
Sioux City, Iowa 51101
dgleiser@woodburycountyiowa.gov

FROM:

Justin Yarosevich
City Planner
Simmering-Cory Inc.
610 Buddy Holly Place
Clear Lake, IA 50428
641.355.4072
justin.yarosevich@simmeringcory.com

Bill Goldy
Associate Principal + Senior Planner
ISG
508 East Locust Street
Des Moines, IA 50309
bill.goldy@is-grp.com



PLANNING

Inventory + Analysis

Feasibility Studies

Community +
Stakeholder Engagement

Conceptual Design

Cost Estimating

Resource Planning

Budgeting

Surveying

Environmental
Assessments

Bond Referendum
Planning

Project Marketing

DESIGN

Master Planning

Engineering

Landscape Architecture

Architecture

Plan + 3D Renderings

Construction Documents

Bidding

Permitting

CONSTRUCTION

Code + Compliance

Administration

Post-Construction

Assistance

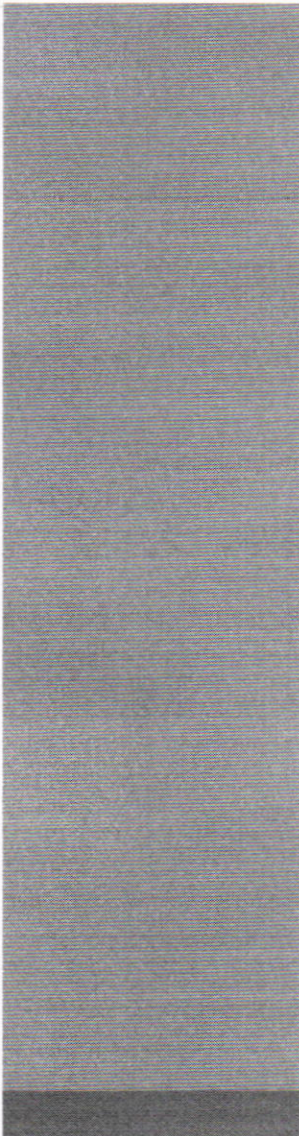


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Simmering-Cory INC.
610 Buddy Holly Place • PO Box 141
Clear Lake, Iowa 50428 • Phone 641-357-7505 • Fax 641-357-7561





June 3, 2016

David Gleiser
Economic Development Director
Woodbury County
620 Douglas Street
Sioux City, Iowa 51101
dgleiser@woodburycountyiowa.gov

RE: Professional Services Proposal for Comprehensive Plan Development
Woodbury County, Iowa

David,

We are pleased to propose our services assisting with the development of Comprehensive Plans for the rural communities in Woodbury County, Iowa. Focused on the best interest of our municipal partners, we will provide a quality product that will serve as a community-true planning document guiding future development of the County's cities and towns. Our collaborative team approach provides extensive knowledge of the region as well as a working history with the communities in Woodbury County. In addition, our project team's local government experience will help us better serve each community as we develop plans useful and beneficial for community leaders.

As an engineering and planning firm with offices in Iowa and Minnesota, ISG will partner with Simmering-Cory (SCI) to provide planning expertise throughout each community's comprehensive plan development. Based in Clear Lake, Iowa and with staff located in Storm Lake, Iowa, SCI's history serving Iowa communities is highlighted in our successful project experiences with the following communities:

- Anthon Codification Services, CDBG Grant Services
- Correctionville Urban Renewal Planning Services, Codification Services
- Cushing CDBG Grant Services
- Lawton Urban Renewal Planning Services, Codification Services
- Oto CDBG Grant Services
- Pierson CDBG Grant Services, Codification Services
- Sloan CDBG Grant Services, Codification Services

Although it is not included in the proposed scope of services for this project, our team has also worked with the City of Merville on Urban Renewal Planning Services, while ISG has recently completed a Comprehensive Plan for the City. We pride ourselves on providing responsive services for medium to smaller sized communities in the State of Iowa and are eager to offer Woodbury County the same quality results.

The proposed project, as outlined in your Request for Proposals, is a perfect opportunity to apply small city understanding while guiding the selected communities' comprehensive planning development. Driving our team's project approach is the belief that a Comprehensive Plan is a more productive planning tool if it is regularly reviewed and updated. Therefore, we have included follow-up services free of cost for each community within this proposal.

We look forward to the opportunity to provide exceptional planning services and thank you for your consideration. Please feel free to contact us if you have any questions or if there is any additional information that we can provide.

Sincerely,

Justin Yarosevich
City Planner
Simmering-Cory, Inc.

Bill Goldy
Associate Principal + Senior Planner
ISG

508 East Locust Street + Des Moines, IA 50309
515.243.9143 + www.is-grp.com

ARCHITECTURE + ENGINEERING + ENVIRONMENTAL + PLANNING



Simmering-Cory, Inc.

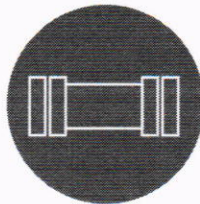
Simmering-Cory INC.

610 Buddy Holly Place • PO Box 141
Clear Lake, Iowa 50428 • Phone 641-357-7595 • Fax 641-357-7561

For nearly 30 years, Simmering-Cory, Inc. (SCI) has provided a variety of community development planning, technical assistance, and grant writing/administration services to cities and counties in Iowa. We have extensive knowledge of a variety of funding sources available to help finance a broad range of capital improvement projects for our clients. Our work has led to funding for nearly 500 projects, primarily for:



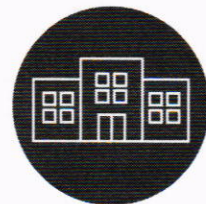
SANITARY SEWER
+ WATER SYSTEMS



STORMWATER
DRAINAGE
IMPROVEMENTS



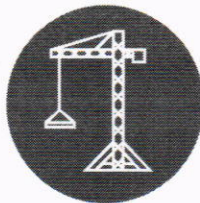
DOWNTOWN
REVITALIZATION
ACTIVITIES



A VARIETY OF
COMMUNITY FACILITY
BUILDINGS



HOUSING RELATED
ASSISTANCE
PROGRAMS



ACQUISITION
+ DEMOLITION
ACTIVITIES



STREET EXTENSIONS
+ IMPROVEMENTS



RECREATIONAL
FACILITIES,
SWIMMING POOLS,
AND TRAILS

SCI HAS PARTNERED WITH NEARLY 250 CITIES + COUNTIES

Planning and implementing a variety of Urban Renewal + Urban Revitalization Projects

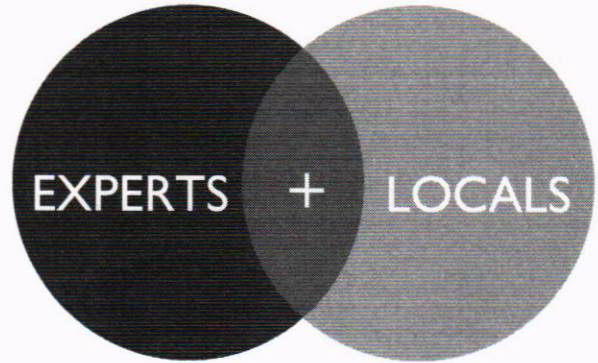
Our assistance on these projects includes preparation of the Urban Renewal or Urban Revitalization Plans or Amendments necessary to establish an Urban Renewal or Urban Revitalization District in compliance with the requirements of the Iowa Code.

Preparation of these plans is a necessary step in order for cities to have the ability to utilize tax increment financing or offer tax abatement.

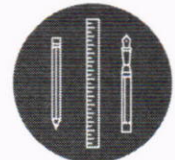
These economic development tools can provide local governments with the incentives needed to encourage growth and development and to stimulate private investment in new development.



ISG - True Expertise + Working Ingenuity



RESPONSIVE



CREATIVE



INGENIOUS



EAGER



ACCOUNTABLE

ISG has a rich history, that extends over 40 years, of building trusting relationships with clients, stakeholders, and the community. As a multi-disciplinary firm that serves numerous markets, ISG fosters strong collaboration between all the firm's disciplines providing clients a diverse knowledge base, high level of creativity, and broad perspective. This true and responsive expertise ensures superior project completion allowing for valuable, enduring relationships that benefit clients along with their communities now and into the future.

EXPERTISE

ARCHITECTURE
ENGINEERING
ENVIRONMENTAL
PLANNING

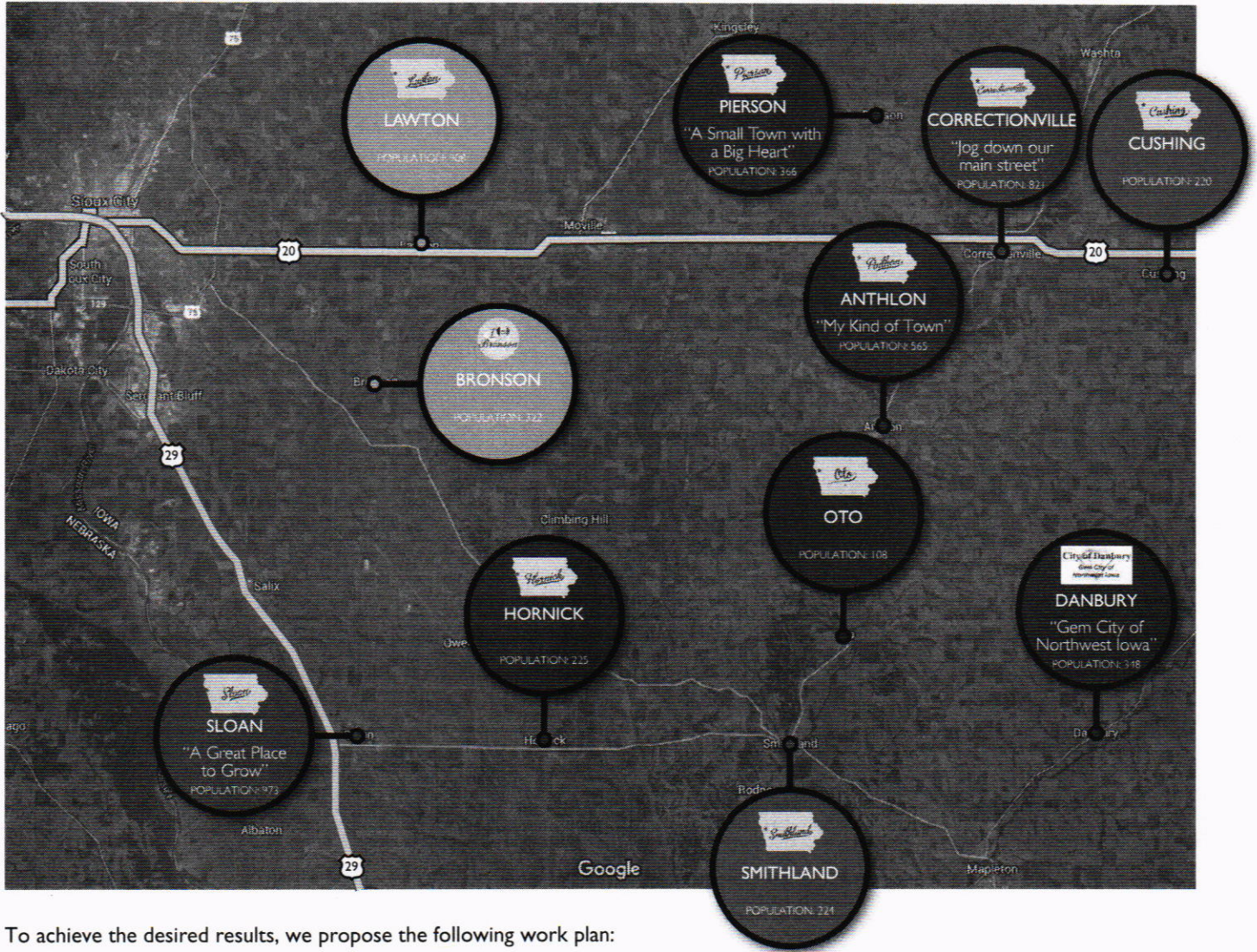
WORK

AGRICULTURE	ENERGY	INDUSTRIAL
CIVIC + CULTURE	GOVERNMENT	MINING
COMMERCIAL	HEALTHCARE	PUBLIC WORKS
EDUCATION	HOUSING	SPORTS + RECREATION



Proposed Work Plan

Simmering-Cory, Inc. (SCI) and ISG propose to develop a Comprehensive Plan for each of the following communities in Woodbury County, Iowa by June 30, 2018 (assuming a start in early July 2016).



To achieve the desired results, we propose the following work plan:

KICK-OFF MEETING

Participants
Economic development staff from Woodbury County in addition to mayors and city clerks from project communities.

Goals
 Introductions between project team and communities
 Review goals of project and timelines
 Begin to schedule meetings
 Gather existing data (comprehensive plans, maps, other documents)



Proposed Work Plan

Individual City Comprehensive Plan Development

We are proposing that plan development for each community will follow the general program schedule detailed below.

STEP 1

Community Level - Kick-off Meeting

SCI and ISG will meet with community leaders, including the Mayor, City Council, City staff, and other key stakeholders to begin developing clear goals and expectations for the project. The project team will gather existing comp plans, maps, and other documents as well as take initial community pictures that would be utilized in the comp plans. Dates for the work session and community meeting will also be set at this meeting.

STEP 2

City Council + Planning and Zoning Commission Work Session

SCI will attend a joint work session with the City Council and Planning and Zoning Commission on a night to be identified during the initial meeting, preferably on a regularly scheduled City Council meeting night.

STEP 3

Community Meeting + Vision Session

SCI will attend a community meeting to receive feedback from all community stakeholders and take initial community pictures that will be utilized in the comprehensive plans. ISG is not required to participate in this task, but will implement goals and objectives learned by SCI into the utility infrastructure and transportation sections in the final comp plan.

STEP 4

Draft Plan Development

SCI and ISG staff will work on the development of a draft plan based on the information received and data gathered. Goals and objectives will be developed, shared, and reviewed with the Mayor and City staff, who will have the opportunity to review and provide feedback on segments of the draft, as the plan is developed.

STEP 5

Preliminary Review of Draft Plan with Mayor + City Clerk

SCI and ISG will attend a meeting with the Mayor and City Clerk to review a draft of the plan.

STEP 6

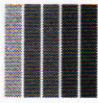
Plan Approval

SCI and ISG will present the final Comprehensive Plan to the City Council and Planning and Zoning Commission. If acceptable, the team will then seek the City Council's official approval.

STEP 7

One-Year Follow-Up Meeting

As a no cost service, SCI and ISG staff will return to a City Council meeting approximately one year after the adoption of the Comprehensive Plan to review community progress and determine potential changes that would benefit the City.



Proposed Work Plan

Always looking to add value to our partner's projects, each City's comprehensive plan prepared by SCI and ISG will include the following major sections.

- 1 Executive Summary
- 2 Introduction + Planning Framework
- 3 Community Profile + Analysis
- 4 Community Vision
- 5 Housing
- 6 Public Infrastructure + Utilities
- 7 Land Use + Zoning Ordinances
- 8 Community Facilities + Services
- 9 Economic Development
- 10 Transportation
- 11 Community Image + Community Marketing*
- 12 Implementation + Administration
- 13 Updates*

*Not included as a requirement in the RFP but highly recommended by the project team.



1 Executive Summary

Provides a concise summary of the overall plan including the Community Vision, goals, and objectives.



2 Introduction + Planning Framework

Provides an overview of the purpose and scope of the Comprehensive Plan, the process and methodology used to develop the plan, and the history of the community.



3 Community Profile + Analysis

Outlines community demographics and trending for the following areas: population, housing, income, and educational levels. The project team will also look at the City organization in terms of financial history and trends to identify any opportunities and challenges that exist.



4 Community Vision

Outlines the City's vision for the future including a Community Vision Statement. Each community will also have a series of goals and objectives that can lead to achievement of the Community Vision Statement. The goals and objectives will also tie to the main components of the plan including Housing, Public Infrastructure, Land Use, Community Facilities, Community Image, and Transportation.



5 Housing Section

Focuses on housing opportunities and challenges in each community. The plan will look at the current housing stock including age, condition, and characteristics. The project team will also examine the current housing market to include sales, foreclosures, and new construction. Based on the findings, a set of goals and objectives will be developed that tie back to the Community Vision Statement.



6 Public Infrastructure + Utilities

Focuses on the community's public infrastructure and utilities. The plan will include an inventory of the existing public infrastructure and information about capacity and any limitations that currently exist. Utilities to be reviewed include water, sanitary sewer, electricity, natural gas, telecommunications, and storm water. Based on the findings, a set of goals and objectives will be developed that tie back to the Community Vision Statement.



7 Land Use + Zoning Ordinances

Focuses on the City's land use and zoning ordinances. The project team will review existing ordinances and annexation policies to identify potential goals and objectives. Outcomes in this section will include a current land use map (if one is not available) and a future land use plan based on input from city staff and the community. A preliminary opinion of probable cost will be established to address current deficiencies and future needs, and preliminary recommendations of potential funding sources will be provided. ISG will also provide applicable section exhibits. Based on the findings, a set of goals and objectives will be developed that tie back to the Community Vision Statement.

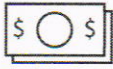


8 Community Facilities + Services

Reviews existing community facilities and services including education, protective services, social services, parks and recreation, arts and culture, and historic preservation. Based on the findings, a set of goals and objectives will be developed that tie back to the Community Vision Statement.

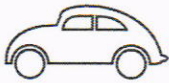


Proposed Work Plan



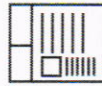
9 Economic Development

Assesses past and current labor force conditions and trends in employment. The project team will look at commuting patterns and opportunities for new business development and growth. Based on the findings, a set of goals and objectives will be developed that tie back to the Community Vision Statement.



10 Transportation

This section of the plan will assess transportation features within the community, including roads, streets, sidewalks, trails, railroads, airports, and community gateways. The project team will develop a transportation connectivity plan for each community that ties with the City's future land use plan. In addition to the preliminary opinion of probable costs for the existing network, ISG will address preliminary costs for new infrastructure identified during the planning process. Based on the findings, a set of goals and objectives will be developed that tie back to the Community Vision Statement.



11 Community Imaging + Marketing

Focuses on the community's image and how it can market itself to current and prospective residents and businesses. The plan will include identification of the community's strengths and weaknesses as well as current and future efforts to enhance the City's image. Based on the findings, a set of goals and objectives will be developed that tie back to the Community Vision Statement.



12 Implementation + Administration

Identifies best practices for implementation of the goals and objectives developed throughout the comprehensive plan process to support a successful realization of the Community Vision Statement.



13 Updates

Initially held in reserve but will be utilized for future updates including the proposed annual review that will be performed approximately one year after the completion of the initial plan.



SCI and ISG believe that a Comprehensive Plan is only an effective document when it is used and updated.

Many times we see plans developed and then shelved away, unused. Based on our city government experience, we understand it can be difficult to keep the Comprehensive Plan up-to-date and relevant. Therefore, we are proposing the addition of Step 7, One-Year Follow-Up meeting. This step will be a one-year follow up with each community at no cost to the City or Woodbury County.

During this follow up session, SCI and ISG staff will walk through any changes and updates to the goals and implementation strategies developed in the Comprehensive Plan. Additionally, we will work with the City to discuss potential resources that can assist them in accomplishing the goals and implementation strategies identified in the plan, including any updates. Cities will also be given an opportunity to add new goals and implementation strategies to their Comprehensive Plan.

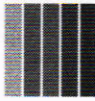
A two to three-page update will be developed as a result of this discussion. Additional engineering or consulting services would be discussed prior to implementation and will incur additional costs should the City elect to proceed.

Bringing a unique perspective and background to your project with individuals who have been in the trenches working with citizens and elected officials, we recognize City challenges and have the expertise to provide custom solutions that will support each community in developing their own individual comprehensive plan.

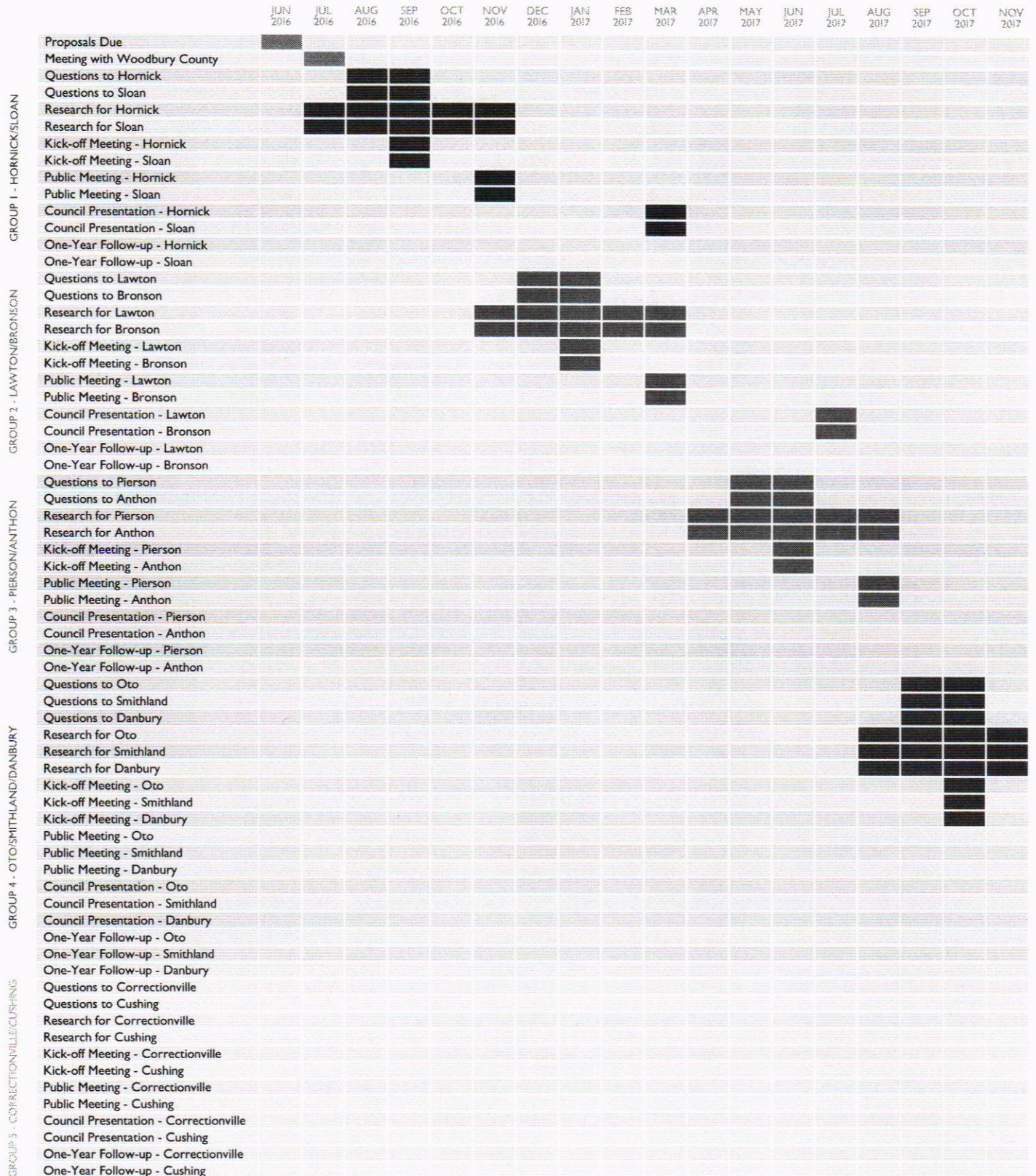


COMMUNITY ENGAGEMENT

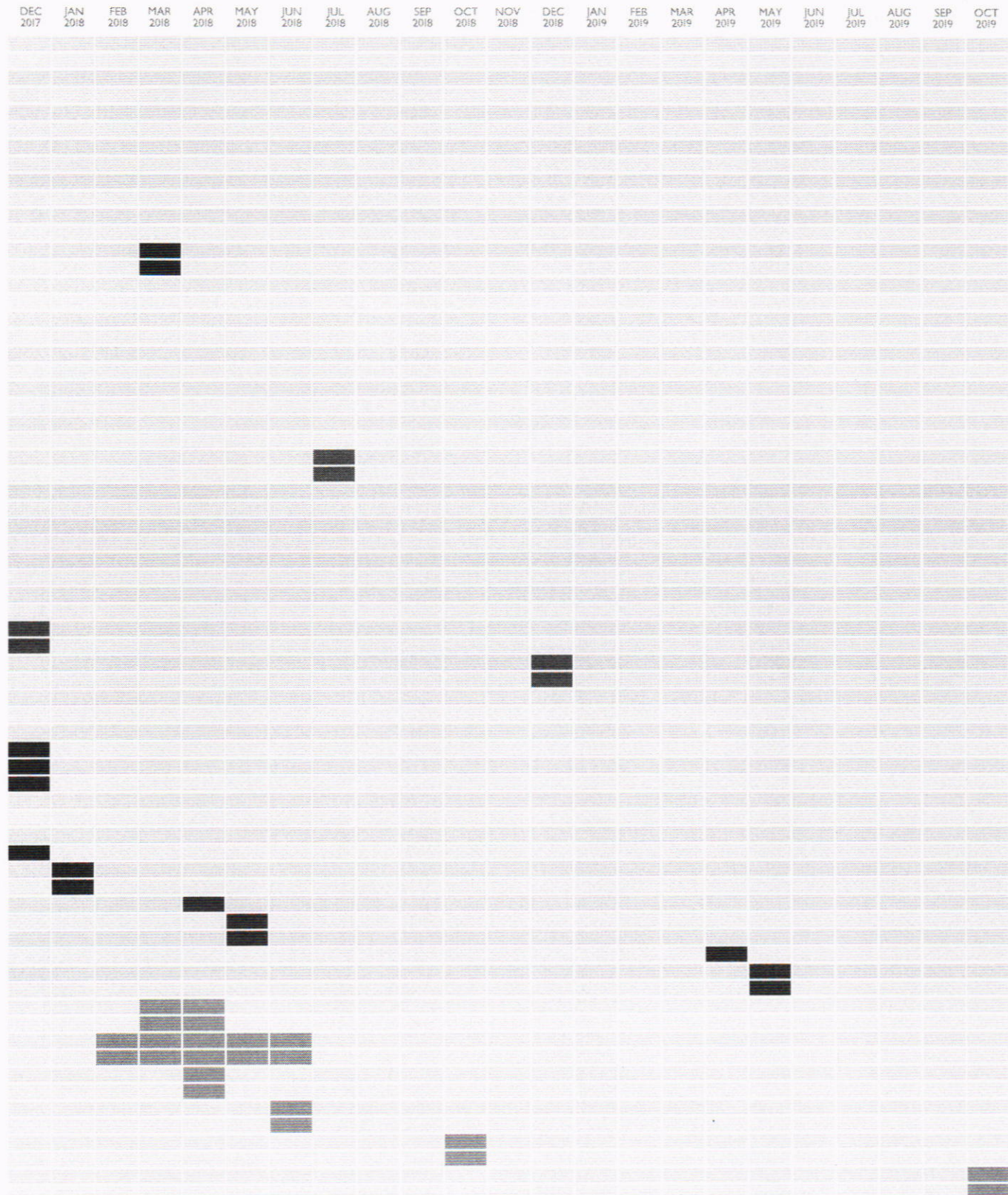
Our experience as local government officials helps us understand the challenges that communities face. Developing and maintaining community support can be difficult with limited resources. We feel that community image, pride, and marketing are key elements to the success of implementing the goals and objectives of the Comprehensive Plan. Our team will work hard to engage members of each community and facilitate the completion of each unique comprehensive plan.



Project Timeline



Simmering-Cory, Inc. and ISG anticipate the following timeline for achieving the individual Community Comprehensive Plans. The proposed timeline is flexible and can be adapted to meet the needs of the cities.





Qualifications + Relevant Experience

Simmering-Cory, Inc. (SCI), along with our project partner ISG, believe in Iowa's small communities and their contributions to a vibrant Iowa economy. While we work with communities of all sizes, a large majority of our work is in rural Iowa communities, including many in Northwest Iowa.

With a main office in Clear Lake, Iowa and additional staff based out of Storm Lake, SCI is familiar with the communities in Woodbury County and have a working relationship with a number of the cities involved in this project. These relationships allow us to utilize our existing knowledge to help develop an effective Comprehensive Plan. Some of our recent work experience with the participating communities includes:



CODIFICATION SERVICE,
CDBG GRANT SERVICES
City of Anthon



URBAN RENEWAL
PLANNING SERVICES,
CODIFICATION SERVICES
City of Correctionville



CDBG GRANT SERVICES
City of Cushing



URBAN RENEWAL
PLANNING SERVICES,
CODIFICATION SERVICES
City of Lawton



CDBG GRANT SERVICES,
CODIFICATION SERVICES
City of Sloan



CDBG GRANT SERVICES
City of Oto



CDBG GRANT SERVICES,
CODIFICATION SERVICES
City of Pierson



Qualifications + Relevant Experience



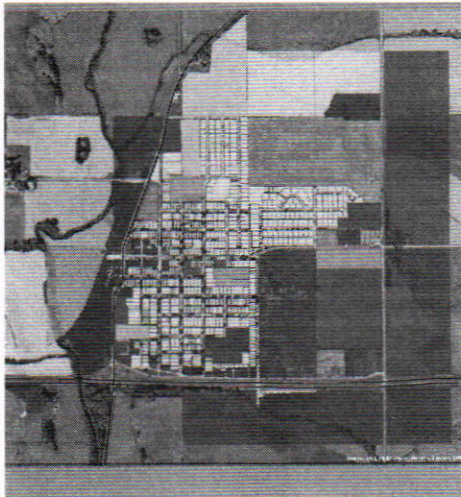
WASTEWATER TREATMENT PLANT

City of Sloan, IA

Sloan, IA

Due to the City's aging plant which had been struggling to meet IDNR requirements, ISG recommended a new system consisting of a covered two-cell aerated lagoon with a polishing reactor and UV disinfection. In addition, a sewage grinder was included in the inlet structure for the lagoon. ISG designed the covered aerated lagoon to handle the increased loading from Infiltration and Inflow (I/I), and retain heat during winter months, which decreases the footprint needed for the nitrification process in the polishing reactor. This proved especially valuable for the City since there was a limited footprint available for the facility.

Addressing the plant's specific needs, the covered aerated lagoon system now allows the City to attain the level of treatment required by IDNR stream standards and accommodate the excess I/I.



COMPREHENSIVE PLAN

City of Merville

Merville, IA

While the City had grown, the Comprehensive Plan for Merville had not been updated for nearly 20 years. Providing assistance with a complete update to the Comprehensive Plan while concurrently preparing a Capital Improvement Plan allowed the City to prepare for anticipated future growth with a common vision.

An open house was held to solicit public input and a survey was conducted to assist in prioritizing needs from residents and community stakeholders. The Comprehensive Plan included an analysis of current conditions and demographics including parks, recreation and natural resources, existing and future housing needs, land use, infrastructure, economic development opportunities, plus ordinance and policy review. The Capital Improvements Plan outlines anticipated capital expenditures for the next five years, including water, wastewater, storm sewer, and street infrastructure, public buildings, and other major capital expenditures.



CAPITAL IMPROVEMENT PLAN

City of Pierson

Pierson, IA

The City of Pierson was in need of a medium-range (5-year) Capital Improvement Plan (CIP) to prepare for future capital expenditures. ISG worked alongside City staff and stakeholders to gather appropriate information on proposed projects which included water/wastewater, street reconstruction, public buildings, parks and recreation, and other infrastructure. A weighted scoring criteria was developed to determine priorities and various financing alternatives were researched and presented, along with estimates of funds necessary to complete projects. The CIP also addressed improvements that would require utility rate adjustments and included recommended actions for proceeding with various options. This process allowed adequate time for the City to budget and also submit applications for potential loan and grant opportunities. ISG also provided creative and effective project alternatives to reduce project expenditures creating an effective CIP and City reference report.



Qualifications + Relevant Experience



SANITARY SEWER

City of Correctionville

Correctionville, IA

As the City of Correctionville's appointed City Engineer, ISG was called on to assist with an expedited project. A developer had contacted the City to request a sanitary sewer extension so a new commercial business could be opened on-time.

An 8-inch sanitary sewer was extended across US Highway 20 through a steel jack and bore installation. The store was able to open on time and the sanitary sewer main was extended through the property in order to accommodate future development for the City.



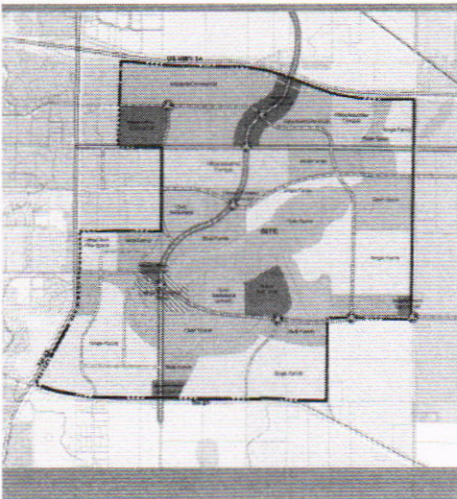
COMPREHENSIVE PLAN

City of Winthrop

Winthrop, MN

ISG prepared the City of Winthrop's first Comprehensive Plan, beginning the project process by first examining a wide variety of elements to proactively lay planning groundwork for the future of the community. The plan addresses community sustainability, outlines land use planning utilizing local trends, smart growth, and other initiatives, details how the community can encourage the participation and good will of its citizens, and offers strategies to develop and maintain community leadership.

The City's primary goal was to outline the true cost of development and redevelopment, with the additional vision to detail infrastructure preservation and improvement solutions within the downtown area. The plan provides a foundation for practices, actions, and initiatives that will help Winthrop function efficiently and effectively for years to come.



GEMISD ALTERNATIVE URBAN AREAWIDE REVIEW

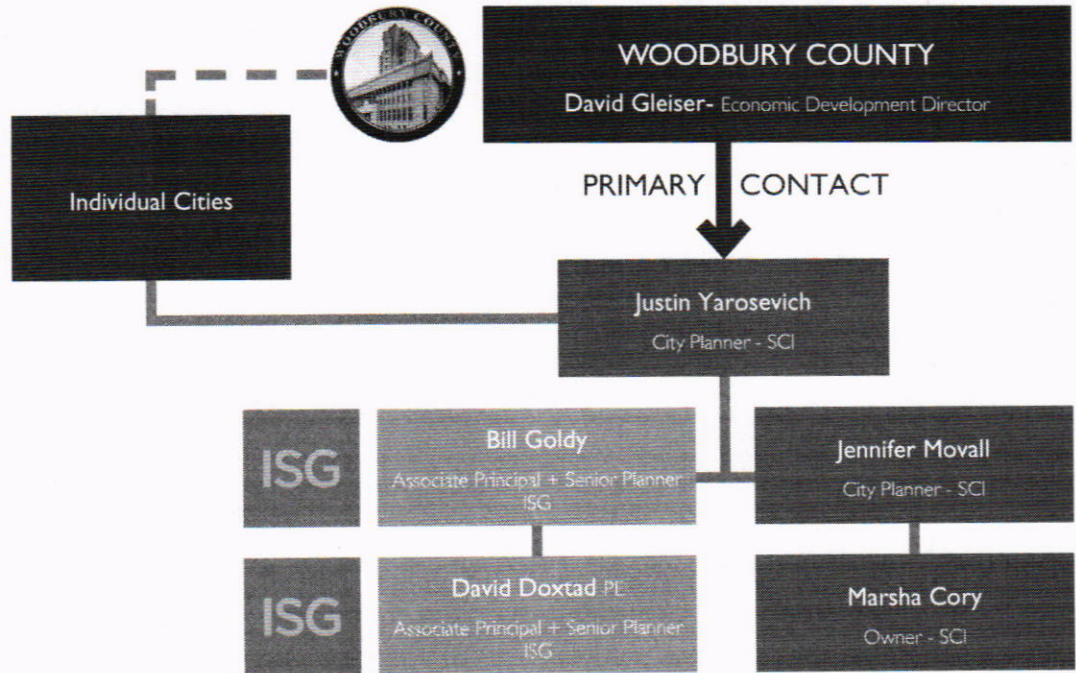
City of Mankato

Mankato, MN

In response to growing interest in the area, ISG was consulted by the City of Mankato to complete a land use planning and environmental review on approximately 2,800 acres between TH-22 and the City of Eagle Lake as part of two Alternative Urban Area-wide Reviews (AUAR). Major public improvements including an interchange on Hwy 14 and other road extensions, addition of community and neighborhood parks, trail connections, and the preservation of significant natural resources and open space were all encompassed in the review. ISG met with local, county, and state agencies to develop land use concepts and assumptions for the area, also holding interviews with local citizens, landowners, and stakeholders to collect insight and information on the area and discuss potential environmental impacts. Through the AUAR process, ISG has provided land use planning, infrastructure review, environmental review, wetland inventory, land cover classification, and sanitary, water and stormwater planning. Currently, ISG is providing updates to the initial AUAR as part of our extended services.



Key Personnel



PROPOSED PROJECT TEAM

Our project team will be led by Justin Yarosevich from Simmering-Cory, Inc. Justin will be responsible for communication between the consultant and Woodbury County, Iowa as well as ensuring that the project remains on schedule. ISG's Bill Goldy will work closely with Justin to coordinate engineering and GIS needs, as well as other technical resources needed throughout the project.

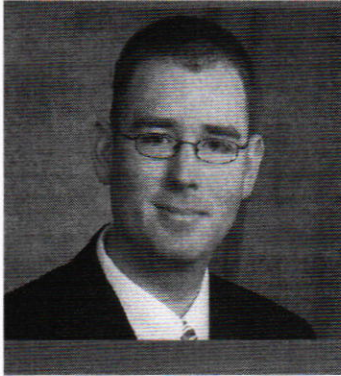
Jennifer Movall and Justin Yarosevich will work directly with the individual communities to facilitate the community meetings and visioning sessions as well as Council and Planning and Zoning work sessions. Each community will have one main liaison who will work directly with them to achieve their desired results.

SOLUTION DRIVEN COMMUNICATION PROCESS





Key Personnel



JUSTIN YAROSEVICH

City Planner

Building stronger Iowa cities and brighter community futures.

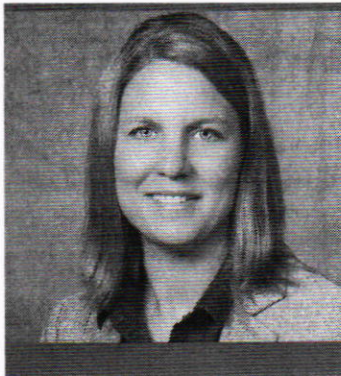
Justin has over 17 years of experience in local government management where he served as a City Clerk/Assistant City Manager. In that position, he handled project management duties as well as worked with various City departments, citizens, and community groups to achieve desired results within budget. As a City Planner, Justin utilizes his past municipal experience, communication, marketing skills, and high energy approach to provide clients with superior results specific to their needs.

His experience as the City's Public Information Officer and his facilitation skills will be critical to helping achieve the community input necessary for a relevant comprehensive plan. Justin was also instrumental in the development of the City of Storm Lake's Comprehensive Plan in 2013.



EDUCATION

Bachelor of Arts in Accounting, Buena Vista University - Storm Lake, IA



JENNIFER MOVALL

City Planner

Crafting dependable financial solutions with a working knowledge of local governments.

Jennifer has over eight years of local government experience as a Finance Director for the City of Storm Lake where she oversaw the day to day finances of the City as well as handled grant administration and project finances. She has experience developing both short-term and long-term funding solutions and is familiar with the administration of a number of state and federal funding sources for community projects.

Jennifer works on a wide variety of projects including, grant writing and administration, new code development, Urban Renewal Plan Development, blight determinations, and other consulting services. Her knowledge of local government finance will be a critical asset in the development of the community profile section of each plan.



EDUCATION

Bachelor of Arts in Business Administration, Wayne State College - Wayne, NE



MARSHA CORY

Owner

Leading with experience, local understanding, and a commitment to excellence.

After working as Deputy Director for the North Iowa Area Council of Governments, Marsha and her business partner started Simmering-Cory in 1985. Over the last 30 years, Marsha has gained a wide variety of experience working for local governments and assisting them in the implementation of infrastructure improvement projects, city code updates, urban renewal plans and amendments, and general city planning strategies.

With experience helping Iowa cities with planning needs including the development of Urban Renewal, Urban Revitalization, and general planning strategies, Marsha will assist the project team, providing quality control throughout the project.



EDUCATION

Bachelor of Science in Industrial Administration, Iowa State University - Ames, IA



Key Personnel



BILL GOLDY

Associate Principal + Senior Planner

Protecting community investments while helping them plan for a stronger future.

As a former city administrator, Bill focuses on the real world issues faced by ISG's municipal clients while seeking to identify funding options, including helping partners secure grants and loans for major infrastructure projects. From State Revolving Loan (SRF), to Community Development Block Grants, and a variety of additional programs that provide funding encouraging economic development, Bill targets the best solutions to meet each community's specific needs.

Bill's strengths include working closely with city staff, councils, and boards to help gain vital project consensus, which in turn supports communities in their efforts to better serve constituents. In addition to his funding expertise and municipal experience, Bill also proudly served in the United States Navy as an Aviation electronics Technician stationed with a P-3 squadron, an experience that taught him leadership and accountability.



EDUCATION

Bachelor of Science in Urban and Regional Studies; Minor in Geography, Mankato State University - Mankato, MN



DAVID DOXTAD PE

Associate Principal + Civil Engineer

Leading public works projects with technical expertise and broad industry knowledge.

David's exceptional leadership skills and ability to build strong community relationships make him an invaluable partner for ISG's municipal clients. As the City Engineer of record for Correctionville, Cushing, Pierson, and Merville, Iowa, David brings a broad perspective that integrates budgets, planning, and prioritization to help communities overcome challenges they face each day.

As a municipal project manager, David is driven to deliver high-quality projects. David works on a variety of projects including street, infrastructure, and utility extension projects for various industrial, municipal, commercial and residential projects. David has developed an extensive portfolio of work including studies, as well as planning and design for infrastructure improvement projects for transportation and utilities. He provides communities with development of preliminary engineering reports for acquisition of grants and loans, construction of final plans and specifications, and construction administration.



EDUCATION

Bachelor of Science, Civil Engineering, Iowa State University - Ames, IA



LICENSED CIVIL ENGINEER

IA Registration #22543



Compensation

Based on discussions with the County, we have prepared the following fixed fees for compensation of our services. The fixed fee includes all reimbursable expenses such as mileage, travel time, copies, etc. The following hourly rates have been used to determine compensation for the project:

- Simmering | Cory: \$50 per hour
- ISG: \$65 per hour

If requested, our project team is willing to provide additional services beyond the scope identified in the proposal. Additional services will be provided at an hourly rate and mileage reimbursed at the IRS rate of \$0.54 per mile for additional meeting attendance outside the scope of services.

FEE BREAK DOWN - PER CITY					
TASK	SCI HOURS	SCI FEE	ISG HOURS	ISG FEE	TOTAL FEE
Initial Kick-off	2	NO CHARGE	2	NO CHARGE	\$0
City Council/P+Z Meeting	4	\$200	0	\$0	\$200
Community Meeting	8	\$400	0	\$0	\$400
Executive Summary	2	\$100	0	\$0	\$100
Introduction	4	\$200	0	\$0	\$400
Community Profile	12	\$600	0	\$0	\$600
Community Vision	8	\$400	0	\$0	\$400
Housing	16	\$800	4	\$260	\$1,060
Public Utilities	4	\$200	20	\$1,300	\$1,500
Zoning	24	\$1,200	8	\$520	\$1,720
Community Facilities	16	\$800	8	\$520	\$1,320
Economic Development	16	\$800	4	\$260	\$1,060
Transportation	4	\$200	16	\$1,040	\$1,240
Implementation	4	\$200	0	\$0	\$200
Plan Approval	2	\$100	2	\$130	\$230
One-Year Follow-up	2	NO CHARGE	2	NO CHARGE	\$0
Total Per City	124	\$6,200	62	\$4,030	\$10,230

GRAND TOTAL FOR ALL 11 CITIES \$112,530

HOURLY BILLING RATES

Should the County or an individual City wish to expand the scope of services during the term of the contract period for related tasks, these services will be billed by an agreed upon amount identified in a new written agreement, amendment to the original agreement for services, or by hourly rates as follows:

Simmering-Cory, Inc.

Marsha Cory Owner \$60.00/Hour

Justin Yarosevich City Planner \$50.00/Hour

Jennifer Movall City Planner \$50.00/Hour

Administrative Staff \$25.00/Hour

ISG

Bill Goldy Associate Principal + Senior Planner \$65.00/Hour

David Doxtd Associate Principal + Civil Engineer \$65.00/Hour



Details + References

REFERENCES

JIM FISCHER City Mayor
 City of Merville
 21 Main Street, Box 402
 Merville, IA 51039
 712.873.3545
 jandfisher@wiatel.net

PROJECTS: City of Merville Comprehensive Plan

SUSAN FITCH City Clerk
 City of Correctionville
 312 Driftwood Street, PO Box 46
 Correctionville, IA 51016
 712.372.4791
 cville@ruralwaves.us

PROJECTS: City of Correctionville Sanitary Sewer

SAM KOOIKER City Manager
 City of Cherokee
 416 West Main Street
 Cherokee, Iowa 51012
 712.225.5749
 samk@cherokeeiowa.net

PROJECTS: City of Winthrop Comprehensive Plan

JEANETTE BEEKMAN City Clerk
 City of Pierson
 514 2nd Street
 Pierson, IA 51048
 712.375.5015
 cityclerk@frontiernet.net

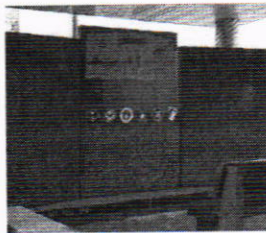
PROJECTS: City of Pierson Capital Improvement Plan

AUTHORIZED INDIVIDUAL

The authorized individual who is able to negotiate and contractually bind the company during the period of evaluation is Justin Yarosevich, City Planner, Simmering-Cory, Inc. He can be contacted at 641.355.4072 or justin.yarosevich@simmeringcory.com.

PROPOSAL DURATION

This proposal, as presented here, is effective and binding for a period of 90 days from the June 3, 2016 proposal due date. Simmering-Cory, Inc. will honor the details of the proposal as outlined here until September 2, 2016.



COPYRIGHT RELEASE

Simmering-Cory, Inc. and ISG hereby provide a limited copyright release to Woodbury County, Iowa for the sole purpose of making copies of this proposal and any supplemental materials provided within the proposal for the use of the County or the Cities involved in the project for the purpose of reviewing and evaluating the proposals in preparation for making a selection.

Proud Recipient of:



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Environmental
Planning

WORK

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Algona, IA
Mankato, MN
Minneapolis/St. Paul, MN
Faribault, MN
La Crosse, WI

www.is-grp.com

Simmering-Cory INC.

610 Buddy Holly Place • PO Box 141
Clear Lake, Iowa 50428 • Phone 641-357-7595 • Fax 641-357-7561

Addendum B.

ANTHON, IOWA
RESOLUTION NO. 2016-03-390

**A RESOLUTION APPROVING THE ACCEPTANCE OF
COMPREHENSIVE PLANNING SERVICES FROM WOODBURY COUNTY, IOWA.**

WHEREAS, the City of Anthon is a duly recognized political subdivision of the State of Iowa acting under the laws of the State of Iowa; and

WHEREAS, the City Council is the duly elected governing body of Anthon, Iowa; and

WHEREAS, it is an essential governmental function of the City Council to create a framework for the development of public policy, particularly in the area of land use, infrastructure, housing, and economic development; and

WHEREAS, it is within the purview of the City Council to develop a Comprehensive Plan to establish consensus amongst its residents, city staff, and elected officials on issues related to growth; and

WHEREAS, a Comprehensive Plan shall provide recommendations that are designed to promote quality development that is congruent with the vision of the community; and

WHEREAS, a Comprehensive Plan shall be the basis for establishing policies and priorities for coordinated development and redevelopment, as well as future infrastructure expansion; and

WHEREAS, a Comprehensive Plan shall include policy statements, goals, objectives, guidelines, maps and graphics that will serve as a foundation for future land use decisions; and

WHEREAS, a Comprehensive Plan shall provide strategies to encourage economic development, quality residential growth, and general improvements for the protection of the quality of life for the residents and businesses in the City of Anthon; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department are devoted to promoting and facilitating economic and community development in rural Woodbury County; and

WHEREAS, the Rural Economic Development Department's overarching objective is to provide support for growth and prosperity, and to enhance the overall quality of life in Woodbury County; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department seek to assist the City of Anthon with obtaining a Comprehensive Plan; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department plan to solicit Requests for Proposals for the purpose of assisting interested rural cities in Woodbury County in developing a Comprehensive Plan; and

WHEREAS, the City of Anthon desires to create a Comprehensive Plan, the City Council agrees to the terms as set out below.

IT IS HEREBY RESOLVED by the City Council of Anthon, Iowa, as follows:

A formal Comprehensive Plan shall be drafted, which shall be presented, at a later date, to the City Council for public hearing and vote thereon for adoption. The process for the development of the Comprehensive Plan and the City's responsibilities are as listed below:

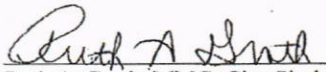
- a. Subject to appropriation and a Request for Proposals process, Woodbury County (County) will enter into an Agreement with a qualified and competent Consultant to develop a Comprehensive Plan (Plan) for the City of Anthon (City). The Consultant's fee for services will be paid for by the County.
- b. The Rural Economic Development Director, City Mayor, City Clerk and relevant City Staff, and the Consultant will meet to review the project schedule, schedule meetings and begin the process of data acquisition for the City. Key-sections of the Plan shall include: Executive Summary, Introduction, Community Profile & Analysis, Community Vision, Housing, Public Infrastructure & Utilities, Land Use & Zoning Ordinances, Community Facilities & Services, Economic Development, Transportation, and Implementation & Administration.
- c. The City shall provide all available existing documentation to the Consultant and will make City Staff available on an as needed basis. City Staff, primarily the City Clerk, will schedule, coordinate and make all necessary arrangements for meetings conducted by the Consultant during the course of this project.
- d. The Consultant will conduct meetings with appropriate elected and appointed officials. These meetings shall include the City Council, Planning & Zoning Commission (if applicable), and various City Staff members. The purpose of these meetings will be to obtain input and guidance as it relates to the planning process.
- e. The Consultant and City Staff will schedule and conduct public meetings and topic-specific focus groups as necessary. Citizen participation is paramount to the development of the Comprehensive Plan. The planning process shall incorporate citizen participation program to encourage and facilitate input from City residents. Additionally, the City's business community shall be engaged in the planning process and be solicited for input on the Plan.
- f. The Consultant will identify issues/needs, and develop goals, objectives and implementation strategies.
- g. The Consultant will prepare draft topical document sections for City Staff review.
- h. The Consultant will make periodic reports to the City Councils and Rural Economic Development Director.

- i. The Consultant will deliver presentations at public hearings to secure adoption of the Plan by the City.

SO RESOLVED this 7th day of March 2016.


Allan Pithan, Mayor

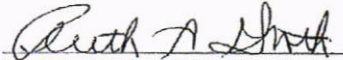
Attest:


Ruth A. Groth, MMC, City Clerk

SEAL

CLERK'S CERTIFICATE

I hereby certify that the above is a true and correct copy of the resolution duly adopted by the City Council of Anthon, Iowa, on the 7th day of March 2016. I further certify that Boggs moved for adoption of said resolution and Clausen seconded said motion.


Ruth A. Groth, MMC, City Clerk

Bronson, IOWA
RESOLUTION NO. #6-2016

**A RESOLUTION APPROVING THE ACCEPTANCE OF
COMPREHENSIVE PLANNING SERVICES FROM WOODBURY COUNTY, IOWA.**

WHEREAS, the City of Bronson is a duly recognized political subdivision of the State of Iowa acting under the laws of the State of Iowa; and

WHEREAS, the City Council is the duly elected governing body of Bronson, Iowa; and

WHEREAS, it is an essential governmental function of the City Council to create a framework for the development of public policy, particularly in the area of land use, infrastructure, housing, and economic development; and

WHEREAS, it is within the purview of the City Council to develop a Comprehensive Plan to establish consensus amongst its residents, city staff, and elected officials on issues related to growth; and

WHEREAS, a Comprehensive Plan shall provide recommendations that are designed to promote quality development that is congruent with the vision of the community; and

WHEREAS, a Comprehensive Plan shall be the basis for establishing policies and priorities for coordinated development and redevelopment, as well as future infrastructure expansion; and

WHEREAS, a Comprehensive Plan shall include policy statements, goals, objectives, guidelines, maps and graphics that will serve as a foundation for future land use decisions; and

WHEREAS, a Comprehensive Plan shall provide strategies to encourage economic development, quality residential growth, and general improvements for the protection of the quality of life for the residents and businesses in the City of Bronson; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department are devoted to promoting and facilitating economic and community development in rural Woodbury County; and

WHEREAS, the Rural Economic Development Department's overarching objective is to provide support for growth and prosperity, and to enhance the overall quality of life in Woodbury County; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department seek to assist the City of Bronson with obtaining a Comprehensive Plan; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department plan to solicit Requests for Proposals for the purpose of assisting interested rural cities in Woodbury County in developing a Comprehensive Plan; and

WHEREAS, the City of Bronson desires to create a Comprehensive Plan, the City Council agrees to the terms as set out below.

IT IS HEREBY RESOLVED by the City Council of Bronson, Iowa, as follows:

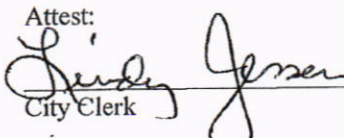
A formal Comprehensive Plan shall be drafted, which shall be presented, at a later date, to the City Council for public hearing and vote thereon for adoption. The process for the development of the Comprehensive Plan and the City's responsibilities are as listed below:

- a. Subject to appropriation and a Request for Proposals process, Woodbury County (County) will enter into an Agreement with a qualified and competent Consultant to develop a Comprehensive Plan (Plan) for the City of **Bronson** (City). The Consultant's fee for services will be paid for by the County.
- b. The Rural Economic Development Director, City Mayor, City Clerk and relevant City Staff, and the Consultant will meet to review the project schedule, schedule meetings and begin the process of data acquisition for the City. Key-sections of the Plan shall include: Executive Summary, Introduction, Community Profile & Analysis, Community Vision, Housing, Public Infrastructure & Utilities, Land Use & Zoning Ordinances, Community Facilities & Services, Economic Development, Transportation, and Implementation & Administration.
- c. The City shall provide all available existing documentation to the Consultant and will make City Staff available on an as needed basis. City Staff, primarily the City Clerk, will schedule, coordinate and make all necessary arrangements for meetings conducted by the Consultant during the course of this project.
- d. The Consultant will conduct meetings with appropriate elected and appointed officials. These meetings shall include the City Council, Planning & Zoning Commission (if applicable), and various City Staff members. The purpose of these meetings will be to obtain input and guidance as it relates to the planning process.
- e. The Consultant and City Staff will schedule and conduct public meetings and topic-specific focus groups as necessary. Citizen participation is paramount to the development of the Comprehensive Plan. The planning process shall incorporate citizen participation program to encourage and facilitate input from City residents. Additionally, the City's business community shall be engaged in the planning process and be solicited for input on the Plan.
- f. The Consultant will identify issues/needs, and develop goals, objectives and implementation strategies.
- g. The Consultant will prepare draft topical document sections for City Staff review.
- h. The Consultant will make periodic reports to the City Councils and Rural Economic Development Director.
- i. The Consultant will deliver presentations at public hearings to secure adoption of the Plan by the City.

SO RESOLVED this 8th day of March 2016.



Mayor

Attest:


City Clerk

CORRECTIONVILLE, IOWA
RESOLUTION NO-2016-15

**A RESOLUTION APPROVING THE ACCEPTANCE OF
COMPREHENSIVE PLANNING SERVICES FROM WOODBURY COUNTY, IOWA.**

WHEREAS, the City of Correctionville is a duly recognized political subdivision of the State of Iowa acting under the laws of the State of Iowa; and

WHEREAS, the City Council is the duly elected governing body of Correctionville, Iowa; and

WHEREAS, it is an essential governmental function of the City Council to create a framework for the development of public policy, particularly in the area of land use, infrastructure, housing, and economic development; and

WHEREAS, it is within the purview of the City Council to develop a Comprehensive Plan to establish consensus amongst its residents, city staff, and elected officials on issues related to growth; and

WHEREAS, a Comprehensive Plan shall provide recommendations that are designed to promote quality development that is congruent with the vision of the community; and

WHEREAS, a Comprehensive Plan shall be the basis for establishing policies and priorities for coordinated development and redevelopment, as well as future infrastructure expansion; and

WHEREAS, a Comprehensive Plan shall include policy statements, goals, objectives, guidelines, maps and graphics that will serve as a foundation for future land use decisions; and

WHEREAS, a Comprehensive Plan shall provide strategies to encourage economic development, quality residential growth, and general improvements for the protection of the quality of life for the residents and businesses in the City of Correctionville; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department are devoted to promoting and facilitating economic and community development in rural Woodbury County; and

WHEREAS, the Rural Economic Development Department's overarching objective is to provide support for growth and prosperity, and to enhance the overall quality of life in Woodbury County; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department seek to assist the City of Correctionville with obtaining a Comprehensive Plan; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department plan to solicit Requests for Proposals for the purpose of assisting interested rural cities in Woodbury County in developing a Comprehensive Plan; and


WHEREAS, the City of Correctionville desires to create a Comprehensive Plan, the City Council agrees to the terms as set out below.

IT IS HEREBY RESOLVED by the City Council of Correctionville, Iowa, as follows:

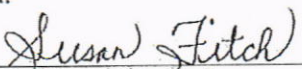
A formal Comprehensive Plan shall be drafted, which shall be presented, at a later date, to the City Council for public hearing and vote thereon for adoption. The process for the development of the Comprehensive Plan and the City's responsibilities are as listed below:

- a. Subject to appropriation and a Request for Proposals process, Woodbury County (County) will enter into an Agreement with a qualified and competent Consultant to develop a Comprehensive Plan (Plan) for the City of Correctionville (City). The Consultant's fee for services will be paid for by the County.
- b. The Rural Economic Development Director, City Mayor, City Clerk and relevant City Staff, and the Consultant will meet to review the project schedule, schedule meetings and begin the process of data acquisition for the City. Key-sections of the Plan shall include: Executive Summary, Introduction, Community Profile & Analysis, Community Vision, Housing, Public Infrastructure & Utilities, Land Use & Zoning Ordinances, Community Facilities & Services, Economic Development, Transportation, and Implementation & Administration.
- c. The City shall provide all available existing documentation to the Consultant and will make City Staff available on an as needed basis. City Staff, primarily the City Clerk, will schedule, coordinate and make all necessary arrangements for meetings conducted by the Consultant during the course of this project.
- d. The Consultant will conduct meetings with appropriate elected and appointed officials. These meetings shall include the City Council, Planning & Zoning Commission (if applicable), and various City Staff members. The purpose of these meetings will be to obtain input and guidance as it relates to the planning process.
- e. The Consultant and City Staff will schedule and conduct public meetings and topic-specific focus groups as necessary. Citizen participation is paramount to the development of the Comprehensive Plan. The planning process shall incorporate citizen participation program to encourage and facilitate input from City residents. Additionally, the City's business community shall be engaged in the planning process and be solicited for input on the Plan.
- f. The Consultant will identify issues/needs, and develop goals, objectives and implementation strategies.
- g. The Consultant will prepare draft topical document sections for City Staff review.
- h. The Consultant will make periodic reports to the City Councils and Rural Economic Development Director.
- i. The Consultant will deliver presentations at public hearings to secure adoption of the Plan by the City.

SO RESOLVED this 17 day of March 2016.


NATHAN HEILMAN, Mayor

Attest:


SUSAN FITCH, City Clerk

CUSHING, IOWA
RESOLUTION NO. 2016:05

**A RESOLUTION APPROVING THE ACCEPTANCE OF
COMPREHENSIVE PLANNING SERVICES FROM WOODBURY COUNTY, IOWA.**

WHEREAS, the City of Cushing is a duly recognized political subdivision of the State of Iowa acting under the laws of the State of Iowa; and

WHEREAS, the City Council is the duly elected governing body of Cushing, Iowa; and

WHEREAS, it is an essential governmental function of the City Council to create a framework for the development of public policy, particularly in the area of land use, infrastructure, housing, and economic development; and

WHEREAS, it is within the purview of the City Council to develop a Comprehensive Plan to establish consensus amongst its residents, city staff, and elected officials on issues related to growth; and

WHEREAS, a Comprehensive Plan shall provide recommendations that are designed to promote quality development that is congruent with the vision of the community; and

WHEREAS, a Comprehensive Plan shall be the basis for establishing policies and priorities for coordinated development and redevelopment, as well as future infrastructure expansion; and

WHEREAS, a Comprehensive Plan shall include policy statements, goals, objectives, guidelines, maps and graphics that will serve as a foundation for future land use decisions; and

WHEREAS, a Comprehensive Plan shall provide strategies to encourage economic development, quality residential growth, and general improvements for the protection of the quality of life for the residents and businesses in the City of Cushing; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department are devoted to promoting and facilitating economic and community development in rural Woodbury County; and

WHEREAS, the Rural Economic Development Department's overarching objective is to provide support for growth and prosperity, and to enhance the overall quality of life in Woodbury County; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department seek to assist the City of Cushing with obtaining a Comprehensive Plan; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department plan to solicit Requests for Proposals for the purpose of assisting interested rural cities in Woodbury County in developing a Comprehensive Plan; and

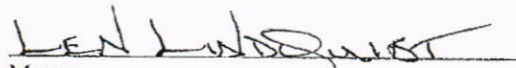
WHEREAS, the City of Cushing desires to create a Comprehensive Plan, the City Council agrees to the terms as set out below.

IT IS HEREBY RESOLVED by the City Council of Cushing, Iowa, as follows:

A formal Comprehensive Plan shall be drafted, which shall be presented, at a later date, to the City Council for public hearing and vote thereon for adoption. The process for the development of the Comprehensive Plan and the City's responsibilities are as listed below:


- a. Subject to appropriation and a Request for Proposals process, Woodbury County (County) will enter into an Agreement with a qualified and competent Consultant to develop a Comprehensive Plan (Plan) for the City of Cushing (City). The Consultant's fee for services will be paid for by the County.
- b. The Rural Economic Development Director, City Mayor, City Clerk and relevant City Staff, and the Consultant will meet to review the project schedule, schedule meetings and begin the process of data acquisition for the City. Key-sections of the Plan shall include: Executive Summary, Introduction, Community Profile & Analysis, Community Vision, Housing, Public Infrastructure & Utilities, Land Use & Zoning Ordinances, Community Facilities & Services, Economic Development, Transportation, and Implementation & Administration.
- c. The City shall provide all available existing documentation to the Consultant and will make City Staff available on an as needed basis. City Staff, primarily the City Clerk, will schedule, coordinate and make all necessary arrangements for meetings conducted by the Consultant during the course of this project.
- d. The Consultant will conduct meetings with appropriate elected and appointed officials. These meetings shall include the City Council, Planning & Zoning Commission (if applicable), and various City Staff members. The purpose of these meetings will be to obtain input and guidance as it relates to the planning process.
- e. The Consultant and City Staff will schedule and conduct public meetings and topic-specific focus groups as necessary. Citizen participation is paramount to the development of the Comprehensive Plan. The planning process shall incorporate citizen participation program to encourage and facilitate input from City residents. Additionally, the City's business community shall be engaged in the planning process and be solicited for input on the Plan.
- f. The Consultant will identify issues/needs, and develop goals, objectives and implementation strategies.
- g. The Consultant will prepare draft topical document sections for City Staff review.
- h. The Consultant will make periodic reports to the City Councils and Rural Economic Development Director.
- i. The Consultant will deliver presentations at public hearings to secure adoption of the Plan by the City.

SO RESOLVED this 1st day of March, 2016.



Mayor

Attest:



City Clerk

Danbury, IOWA
RESOLUTION NO. 2016-002

**A RESOLUTION APPROVING THE ACCEPTANCE OF
COMPREHENSIVE PLANNING SERVICES FROM WOODBURY COUNTY, IOWA.**

WHEREAS, the City of Danbury is a duly recognized political subdivision of the State of Iowa acting under the laws of the State of Iowa; and

WHEREAS, the City Council is the duly elected governing body of Danbury, Iowa; and

WHEREAS, it is an essential governmental function of the City Council to create a framework for the development of public policy, particularly in the area of land use, infrastructure, housing, and economic development; and

WHEREAS, it is within the purview of the City Council to develop a Comprehensive Plan to establish consensus amongst its residents, city staff, and elected officials on issues related to growth; and

WHEREAS, a Comprehensive Plan shall provide recommendations that are designed to promote quality development that is congruent with the vision of the community; and

WHEREAS, a Comprehensive Plan shall be the basis for establishing policies and priorities for coordinated development and redevelopment, as well as future infrastructure expansion; and

WHEREAS, a Comprehensive Plan shall include policy statements, goals, objectives, guidelines, maps and graphics that will serve as a foundation for future land use decisions; and

WHEREAS, a Comprehensive Plan shall provide strategies to encourage economic development, quality residential growth, and general improvements for the protection of the quality of life for the residents and businesses in the City of Danbury; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department are devoted to promoting and facilitating economic and community development in rural Woodbury County; and

WHEREAS, the Rural Economic Development Department's overarching objective is to provide support for growth and prosperity, and to enhance the overall quality of life in Woodbury County; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department seek to assist the City of Danbury with obtaining a Comprehensive Plan; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department plan to solicit Requests for Proposals for the purpose of assisting interested rural cities in Woodbury County in developing a Comprehensive Plan; and

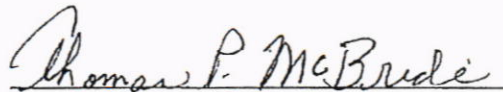
WHEREAS, the City of Danbury desires to create a Comprehensive Plan, the City Council agrees to the terms as set out below.

IT IS HEREBY RESOLVED by the City Council of Danbury, Iowa, as follows:

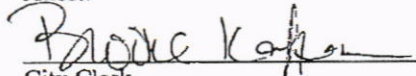
A formal Comprehensive Plan shall be drafted, which shall be presented, at a later date, to the City Council for public hearing and vote thereon for adoption. The process for the development of the Comprehensive Plan and the City's responsibilities are as listed below:

- a. Subject to appropriation and a Request for Proposals process, Woodbury County (County) will enter into an Agreement with a qualified and competent Consultant to develop a Comprehensive Plan (Plan) for the City of Woodbury (City). The Consultant's fee for services will be paid for by the County.
- b. The Rural Economic Development Director, City Mayor, City Clerk and relevant City Staff, and the Consultant will meet to review the project schedule, schedule meetings and begin the process of data acquisition for the City. Key-sections of the Plan shall include: Executive Summary, Introduction, Community Profile & Analysis, Community Vision, Housing, Public Infrastructure & Utilities, Land Use & Zoning Ordinances, Community Facilities & Services, Economic Development, Transportation, and Implementation & Administration.
- c. The City shall provide all available existing documentation to the Consultant and will make City Staff available on an as needed basis. City Staff, primarily the City Clerk, will schedule, coordinate and make all necessary arrangements for meetings conducted by the Consultant during the course of this project.
- d. The Consultant will conduct meetings with appropriate elected and appointed officials. These meetings shall include the City Council, Planning & Zoning Commission (if applicable), and various City Staff members. The purpose of these meetings will be to obtain input and guidance as it relates to the planning process.
- e. The Consultant and City Staff will schedule and conduct public meetings and topic-specific focus groups as necessary. Citizen participation is paramount to the development of the Comprehensive Plan. The planning process shall incorporate citizen participation program to encourage and facilitate input from City residents. Additionally, the City's business community shall be engaged in the planning process and be solicited for input on the Plan.
- f. The Consultant will identify issues/needs, and develop goals, objectives and implementation strategies.
- g. The Consultant will prepare draft topical document sections for City Staff review.
- h. The Consultant will make periodic reports to the City Councils and Rural Economic Development Director.
- i. The Consultant will deliver presentations at public hearings to secure adoption of the Plan by the City.

SO RESOLVED this 22 day of March 2016.



Mayor

Attest:


City Clerk

Hornick, IOWA
RESOLUTION NO. 2016-03

**A RESOLUTION APPROVING THE ACCEPTANCE OF
COMPREHENSIVE PLANNING SERVICES FROM WOODBURY COUNTY, IOWA.**

WHEREAS, the City of Hornick is a duly recognized political subdivision of the State of Iowa acting under the laws of the State of Iowa; and

WHEREAS, the City Council is the duly elected governing body of Hornick, Iowa; and

WHEREAS, it is an essential governmental function of the City Council to create a framework for the development of public policy, particularly in the area of land use, infrastructure, housing, and economic development; and

WHEREAS, it is within the purview of the City Council to develop a Comprehensive Plan to establish consensus amongst its residents, city staff, and elected officials on issues related to growth; and

WHEREAS, a Comprehensive Plan shall provide recommendations that are designed to promote quality development that is congruent with the vision of the community; and

WHEREAS, a Comprehensive Plan shall be the basis for establishing policies and priorities for coordinated development and redevelopment, as well as future infrastructure expansion; and

WHEREAS, a Comprehensive Plan shall include policy statements, goals, objectives, guidelines, maps and graphics that will serve as a foundation for future land use decisions; and

WHEREAS, a Comprehensive Plan shall provide strategies to encourage economic development, quality residential growth, and general improvements for the protection of the quality of life for the residents and businesses in the City of Hornick; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department are devoted to promoting and facilitating economic and community development in rural Woodbury County; and

WHEREAS, the Rural Economic Development Department's overarching objective is to provide support for growth and prosperity, and to enhance the overall quality of life in Woodbury County; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department seek to assist the City of Hornick with obtaining a Comprehensive Plan; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department plan to solicit Requests for Proposals for the purpose of assisting interested rural cities in Woodbury County in developing a Comprehensive Plan; and

WHEREAS, the City of Hornick desires to create a Comprehensive Plan, the City Council agrees to the terms as set out below.

IT IS HEREBY RESOLVED by the City Council of Hornick, Iowa, as follows:

A formal Comprehensive Plan shall be drafted, which shall be presented, at a later date, to the City Council for public hearing and vote thereon for adoption. The process for the development of the Comprehensive Plan and the City's responsibilities are as listed below:

- a. Subject to appropriation and a Request for Proposals process, Woodbury County (County) will enter into an Agreement with a qualified and competent Consultant to develop a Comprehensive Plan (Plan) for the City of ~~Hornell~~ (City). The Consultant's fee for services will be paid for by the County.
- b. The Rural Economic Development Director, City Mayor, City Clerk and relevant City Staff, and the Consultant will meet to review the project schedule, schedule meetings and begin the process of data acquisition for the City. Key-sections of the Plan shall include: Executive Summary, Introduction, Community Profile & Analysis, Community Vision, Housing, Public Infrastructure & Utilities, Land Use & Zoning Ordinances, Community Facilities & Services, Economic Development, Transportation, and Implementation & Administration.
- c. The City shall provide all available existing documentation to the Consultant and will make City Staff available on an as needed basis. City Staff, primarily the City Clerk, will schedule, coordinate and make all necessary arrangements for meetings conducted by the Consultant during the course of this project.
- d. The Consultant will conduct meetings with appropriate elected and appointed officials. These meetings shall include the City Council, Planning & Zoning Commission (if applicable), and various City Staff members. The purpose of these meetings will be to obtain input and guidance as it relates to the planning process.
- e. The Consultant and City Staff will schedule and conduct public meetings and topic-specific focus groups as necessary. Citizen participation is paramount to the development of the Comprehensive Plan. The planning process shall incorporate citizen participation program to encourage and facilitate input from City residents. Additionally, the City's business community shall be engaged in the planning process and be solicited for input on the Plan.
- f. The Consultant will identify issues/needs, and develop goals, objectives and implementation strategies.
- g. The Consultant will prepare draft topical document sections for City Staff review.
- h. The Consultant will make periodic reports to the City Councils and Rural Economic Development Director.
- i. The Consultant will deliver presentations at public hearings to secure adoption of the Plan by the City.

SO RESOLVED this 30 day of March 2016.



Mayor

Attest:



City Clerk

LAWTON, IOWA
RESOLUTION NO. 2016-11

**A RESOLUTION APPROVING THE ACCEPTANCE OF
COMPREHENSIVE PLANNING SERVICES FROM WOODBURY COUNTY, IOWA.**

WHEREAS, the City of Lawton is a duly recognized political subdivision of the State of Iowa acting under the laws of the State of Iowa; and

WHEREAS, the City Council is the duly elected governing body of Lawton, Iowa; and

WHEREAS, it is an essential governmental function of the City Council to create a framework for the development of public policy, particularly in the area of land use, infrastructure, housing, and economic development; and

WHEREAS, it is within the purview of the City Council to develop a Comprehensive Plan to establish consensus amongst its residents, city staff, and elected officials on issues related to growth; and

WHEREAS, a Comprehensive Plan shall provide recommendations that are designed to promote quality development that is congruent with the vision of the community; and

WHEREAS, a Comprehensive Plan shall be the basis for establishing policies and priorities for coordinated development and redevelopment, as well as future infrastructure expansion; and

WHEREAS, a Comprehensive Plan shall include policy statements, goals, objectives, guidelines, maps and graphics that will serve as a foundation for future land use decisions; and

WHEREAS, a Comprehensive Plan shall provide strategies to encourage economic development, quality residential growth, and general improvements for the protection of the quality of life for the residents and businesses in the City of Lawton; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department are devoted to promoting and facilitating economic and community development in rural Woodbury County; and

WHEREAS, the Rural Economic Development Department's overarching objective is to provide support for growth and prosperity, and to enhance the overall quality of life in Woodbury County; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department seek to assist the City of Lawton with obtaining a Comprehensive Plan; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department plan to solicit Requests for Proposals for the purpose of assisting interested rural cities in Woodbury County in developing a Comprehensive Plan; and

WHEREAS, the City of Lawton desires to create a Comprehensive Plan, the City Council agrees to the terms as set out below.

IT IS HEREBY RESOLVED by the City Council of Lawton, Iowa, as follows:

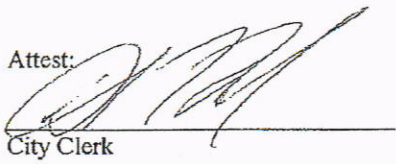
A formal Comprehensive Plan shall be drafted, which shall be presented, at a later date, to the City Council for public hearing and vote thereon for adoption. The process for the development of the Comprehensive Plan and the City's responsibilities are as listed below:

- a. Subject to appropriation and a Request for Proposals process, Woodbury County (County) will enter into an Agreement with a qualified and competent Consultant to develop a Comprehensive Plan (Plan) for the City of Lawton (City). The Consultant's fee for services will be paid for by the County.
- b. The Rural Economic Development Director, City Mayor, City Clerk and relevant City Staff, and the Consultant will meet to review the project schedule, schedule meetings and begin the process of data acquisition for the City. Key-sections of the Plan shall include: Executive Summary, Introduction, Community Profile & Analysis, Community Vision, Housing, Public Infrastructure & Utilities, Land Use & Zoning Ordinances, Community Facilities & Services, Economic Development, Transportation, and Implementation & Administration.
- c. The City shall provide all available existing documentation to the Consultant and will make City Staff available on an as needed basis. City Staff, primarily the City Clerk, will schedule, coordinate and make all necessary arrangements for meetings conducted by the Consultant during the course of this project.
- d. The Consultant will conduct meetings with appropriate elected and appointed officials. These meetings shall include the City Council, Planning & Zoning Commission (if applicable), and various City Staff members. The purpose of these meetings will be to obtain input and guidance as it relates to the planning process.
- e. The Consultant and City Staff will schedule and conduct public meetings and topic-specific focus groups as necessary. Citizen participation is paramount to the development of the Comprehensive Plan. The planning process shall incorporate citizen participation program to encourage and facilitate input from City residents. Additionally, the City's business community shall be engaged in the planning process and be solicited for input on the Plan.
- f. The Consultant will identify issues/needs, and develop goals, objectives and implementation strategies.
- g. The Consultant will prepare draft topical document sections for City Staff review.
- h. The Consultant will make periodic reports to the City Councils and Rural Economic Development Director.
- i. The Consultant will deliver presentations at public hearings to secure adoption of the Plan by the city.
- j. The city of Lawton may withdraw from the Comprehensive Plan development project for 60 days after being provided a copy of the winning proposal and further may take no action in furtherance of the project until a copy of the winning proposal has been provided.

SO RESOLVED this 5th day of April 2016.


Mayor Pro Tem

Attest:

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right, positioned above a solid horizontal line.

City Clerk

Oto, IOWA
RESOLUTION NO. 2016-307

**A RESOLUTION APPROVING THE ACCEPTANCE OF
COMPREHENSIVE PLANNING SERVICES FROM WOODBURY COUNTY, IOWA.**

WHEREAS, the City of Oto is a duly recognized political subdivision of the State of Iowa acting under the laws of the State of Iowa; and

WHEREAS, the City Council is the duly elected governing body of Oto, Iowa; and

WHEREAS, it is an essential governmental function of the City Council to create a framework for the development of public policy, particularly in the area of land use, infrastructure, housing, and economic development; and

WHEREAS, it is within the purview of the City Council to develop a Comprehensive Plan to establish consensus amongst its residents, city staff, and elected officials on issues related to growth; and

WHEREAS, a Comprehensive Plan shall provide recommendations that are designed to promote quality development that is congruent with the vision of the community; and

WHEREAS, a Comprehensive Plan shall be the basis for establishing policies and priorities for coordinated development and redevelopment, as well as future infrastructure expansion; and

WHEREAS, a Comprehensive Plan shall include policy statements, goals, objectives, guidelines, maps and graphics that will serve as a foundation for future land use decisions; and

WHEREAS, a Comprehensive Plan shall provide strategies to encourage economic development, quality residential growth, and general improvements for the protection of the quality of life for the residents and businesses in the City of Oto; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department are devoted to promoting and facilitating economic and community development in rural Woodbury County; and

WHEREAS, the Rural Economic Development Department's overarching objective is to provide support for growth and prosperity, and to enhance the overall quality of life in Woodbury County; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department seek to assist the City of Oto with obtaining a Comprehensive Plan; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department plan to solicit Requests for Proposals for the purpose of assisting interested rural cities in Woodbury County in developing a Comprehensive Plan; and

WHEREAS, the City of Oto desires to create a Comprehensive Plan, the City Council agrees to the terms as set out below.

IT IS HEREBY RESOLVED by the City Council of Oto, Iowa, as follows:

A formal Comprehensive Plan shall be drafted, which shall be presented, at a later date, to the City Council for public hearing and vote thereon for adoption. The process for the development of the Comprehensive Plan and the City's responsibilities are as listed below:

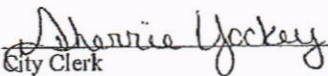
- a. Subject to appropriation and a Request for Proposals process, Woodbury County (County) will enter into an Agreement with a qualified and competent Consultant to develop a Comprehensive Plan (Plan) for the City of _____ (City). The Consultant's fee for services will be paid for by the County.
- b. The Rural Economic Development Director, City Mayor, City Clerk and relevant City Staff, and the Consultant will meet to review the project schedule, schedule meetings and begin the process of data acquisition for the City. Key-sections of the Plan shall include: Executive Summary, Introduction, Community Profile & Analysis, Community Vision, Housing, Public Infrastructure & Utilities, Land Use & Zoning Ordinances, Community Facilities & Services, Economic Development, Transportation, and Implementation & Administration.
- c. The City shall provide all available existing documentation to the Consultant and will make City Staff available on an as needed basis. City Staff, primarily the City Clerk, will schedule, coordinate and make all necessary arrangements for meetings conducted by the Consultant during the course of this project.
- d. The Consultant will conduct meetings with appropriate elected and appointed officials. These meetings shall include the City Council, Planning & Zoning Commission (if applicable), and various City Staff members. The purpose of these meetings will be to obtain input and guidance as it relates to the planning process.
- e. The Consultant and City Staff will schedule and conduct public meetings and topic-specific focus groups as necessary. Citizen participation is paramount to the development of the Comprehensive Plan. The planning process shall incorporate citizen participation program to encourage and facilitate input from City residents. Additionally, the City's business community shall be engaged in the planning process and be solicited for input on the Plan.
- f. The Consultant will identify issues/needs, and develop goals, objectives and implementation strategies.
- g. The Consultant will prepare draft topical document sections for City Staff review.
- h. The Consultant will make periodic reports to the City Councils and Rural Economic Development Director.
- i. The Consultant will deliver presentations at public hearings to secure adoption of the Plan by the City.

SO RESOLVED this 7th day of March 2016.



Mayor

Attest:



City Clerk

Pierson, IOWA
RESOLUTION NO. 2018-4

**A RESOLUTION APPROVING THE ACCEPTANCE OF
COMPREHENSIVE PLANNING SERVICES FROM WOODBURY COUNTY, IOWA.**

WHEREAS, the City of Pierson is a duly recognized political subdivision of the State of Iowa acting under the laws of the State of Iowa; and

WHEREAS, the City Council is the duly elected governing body of Pierson, Iowa; and

WHEREAS, it is an essential governmental function of the City Council to create a framework for the development of public policy, particularly in the area of land use, infrastructure, housing, and economic development; and

WHEREAS, it is within the purview of the City Council to develop a Comprehensive Plan to establish consensus amongst its residents, city staff, and elected officials on issues related to growth; and

WHEREAS, a Comprehensive Plan shall provide recommendations that are designed to promote quality development that is congruent with the vision of the community; and

WHEREAS, a Comprehensive Plan shall be the basis for establishing policies and priorities for coordinated development and redevelopment, as well as future infrastructure expansion; and

WHEREAS, a Comprehensive Plan shall include policy statements, goals, objectives, guidelines, maps and graphics that will serve as a foundation for future land use decisions; and

WHEREAS, a Comprehensive Plan shall provide strategies to encourage economic development, quality residential growth, and general improvements for the protection of the quality of life for the residents and businesses in the City of Pierson; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department are devoted to promoting and facilitating economic and community development in rural Woodbury County; and

WHEREAS, the Rural Economic Development Department's overarching objective is to provide support for growth and prosperity, and to enhance the overall quality of life in Woodbury County; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department seek to assist the City of Pierson with obtaining a Comprehensive Plan; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department plan to solicit Requests for Proposals for the purpose of assisting interested rural cities in Woodbury County in developing a Comprehensive Plan; and

WHEREAS, the City of Pierson desires to create a Comprehensive Plan, the City Council agrees to the terms as set out below.

IT IS HEREBY RESOLVED by the City Council of Pierson, Iowa, as follows:

A formal Comprehensive Plan shall be drafted, which shall be presented, at a later date, to the City Council for public hearing and vote thereon for adoption. The process for the development of the Comprehensive Plan and the City's responsibilities are as listed below:

- a. Subject to appropriation and a Request for Proposals process, Woodbury County (County) will enter into an Agreement with a qualified and competent Consultant to develop a Comprehensive Plan (Plan) for the City of Wesley (City). The Consultant's fee for services will be paid for by the County.
- b. The Rural Economic Development Director, City Mayor, City Clerk and relevant City Staff, and the Consultant will meet to review the project schedule, schedule meetings and begin the process of data acquisition for the City. Key-sections of the Plan shall include: Executive Summary, Introduction, Community Profile & Analysis, Community Vision, Housing, Public Infrastructure & Utilities, Land Use & Zoning Ordinances, Community Facilities & Services, Economic Development, Transportation, and Implementation & Administration.
- c. The City shall provide all available existing documentation to the Consultant and will make City Staff available on an as needed basis. City Staff, primarily the City Clerk, will schedule, coordinate and make all necessary arrangements for meetings conducted by the Consultant during the course of this project.
- d. The Consultant will conduct meetings with appropriate elected and appointed officials. These meetings shall include the City Council, Planning & Zoning Commission (if applicable), and various City Staff members. The purpose of these meetings will be to obtain input and guidance as it relates to the planning process.
- e. The Consultant and City Staff will schedule and conduct public meetings and topic-specific focus groups as necessary. Citizen participation is paramount to the development of the Comprehensive Plan. The planning process shall incorporate citizen participation program to encourage and facilitate input from City residents. Additionally, the City's business community shall be engaged in the planning process and be solicited for input on the Plan.
- f. The Consultant will identify issues/needs, and develop goals, objectives and implementation strategies.
- g. The Consultant will prepare draft topical document sections for City Staff review.
- h. The Consultant will make periodic reports to the City Councils and Rural Economic Development Director.
- i. The Consultant will deliver presentations at public hearings to secure adoption of the Plan by the City.

SO RESOLVED this 21 day of March, 2016.


Mayor

Attest:


City Clerk

SLOAN, IOWA
RESOLUTION NO. 2016-08

**A RESOLUTION APPROVING THE ACCEPTANCE OF
COMPREHENSIVE PLANNING SERVICES FROM WOODBURY COUNTY, IOWA.**

WHEREAS, the City of SLOAN is a duly recognized political subdivision of the State of Iowa acting under the laws of the State of Iowa; and

WHEREAS, the City Council is the duly elected governing body of SLOAN, Iowa; and

WHEREAS, it is an essential governmental function of the City Council to create a framework for the development of public policy, particularly in the area of land use, infrastructure, housing, and economic development; and

WHEREAS, it is within the purview of the City Council to develop a Comprehensive Plan to establish consensus amongst its residents, city staff, and elected officials on issues related to growth; and

WHEREAS, a Comprehensive Plan shall provide recommendations that are designed to promote quality development that is congruent with the vision of the community; and

WHEREAS, a Comprehensive Plan shall be the basis for establishing policies and priorities for coordinated development and redevelopment, as well as future infrastructure expansion; and

WHEREAS, a Comprehensive Plan shall include policy statements, goals, objectives, guidelines, maps and graphics that will serve as a foundation for future land use decisions; and

WHEREAS, a Comprehensive Plan shall provide strategies to encourage economic development, quality residential growth, and general improvements for the protection of the quality of life for the residents and businesses in the City of SLOAN; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department are devoted to promoting and facilitating economic and community development in rural Woodbury County; and

WHEREAS, the Rural Economic Development Department's overarching objective is to provide support for growth and prosperity, and to enhance the overall quality of life in Woodbury County; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department seek to assist the City of SLOAN with obtaining a Comprehensive Plan; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department plan to solicit Requests for Proposals for the purpose of assisting interested rural cities in Woodbury County in developing a Comprehensive Plan; and

WHEREAS, the City of SLOAN desires to create a Comprehensive Plan, the City Council agrees to the terms as set out below.

IT IS HEREBY RESOLVED by the City Council of SLOAN, Iowa, as follows:

A formal Comprehensive Plan shall be drafted, which shall be presented, at a later date, to the City Council for public hearing and vote thereon for adoption. The process for the development of the Comprehensive Plan and the City's responsibilities are as listed below:

- a. Subject to appropriation and a Request for Proposals process, Woodbury County (County) will enter into an Agreement with a qualified and competent Consultant to develop a Comprehensive Plan (Plan) for the City of SLOAN(City). The Consultant's fee for services will be paid for by the County.
- b. The Rural Economic Development Director, City Mayor, City Clerk and relevant City Staff, and the Consultant will meet to review the project schedule, schedule meetings and begin the process of data acquisition for the City. Key-sections of the Plan shall include: Executive Summary, Introduction, Community Profile & Analysis, Community Vision, Housing, Public Infrastructure & Utilities, Land Use & Zoning Ordinances, Community Facilities & Services, Economic Development, Transportation, and Implementation & Administration.
- c. The City shall provide all available existing documentation to the Consultant and will make City Staff available on an as needed basis. City Staff, primarily the City Clerk, will schedule, coordinate and make all necessary arrangements for meetings conducted by the Consultant during the course of this project.
- d. The Consultant will conduct meetings with appropriate elected and appointed officials. These meetings shall include the City Council, Planning & Zoning Commission (if applicable), and various City Staff members. The purpose of these meetings will be to obtain input and guidance as it relates to the planning process.
- e. The Consultant and City Staff will schedule and conduct public meetings and topic-specific focus groups as necessary. Citizen participation is paramount to the development of the Comprehensive Plan. The planning process shall incorporate citizen participation program to encourage and facilitate input from City residents. Additionally, the City's business community shall be engaged in the planning process and be solicited for input on the Plan.
- f. The Consultant will identify issues/needs, and develop goals, objectives and implementation strategies.
- g. The Consultant will prepare draft topical document sections for City Staff review.
- h. The Consultant will make periodic reports to the City Councils and Rural Economic Development Director.
- i. The Consultant will deliver presentations at public hearings to secure adoption of the Plan by the City.

SO RESOLVED this 31 day of March 2016.


Mayor

Attest:

City Clerk

Smithland, IOWA
RESOLUTION NO. 2016-02

**A RESOLUTION APPROVING THE ACCEPTANCE OF
COMPREHENSIVE PLANNING SERVICES FROM WOODBURY COUNTY, IOWA.**

WHEREAS, the City of Smithland is a duly recognized political subdivision of the State of Iowa acting under the laws of the State of Iowa; and

WHEREAS, the City Council is the duly elected governing body of Smithland Iowa; and

WHEREAS, it is an essential governmental function of the City Council to create a framework for the development of public policy, particularly in the area of land use, infrastructure, housing, and economic development; and

WHEREAS, it is within the purview of the City Council to develop a Comprehensive Plan to establish consensus amongst its residents, city staff, and elected officials on issues related to growth; and

WHEREAS, a Comprehensive Plan shall provide recommendations that are designed to promote quality development that is congruent with the vision of the community; and

WHEREAS, a Comprehensive Plan shall be the basis for establishing policies and priorities for coordinated development and redevelopment, as well as future infrastructure expansion; and

WHEREAS, a Comprehensive Plan shall include policy statements, goals, objectives, guidelines, maps and graphics that will serve as a foundation for future land use decisions; and

WHEREAS, a Comprehensive Plan shall provide strategies to encourage economic development, quality residential growth, and general improvements for the protection of the quality of life for the residents and businesses in the City of Smithland and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department are devoted to promoting and facilitating economic and community development in rural Woodbury County; and

WHEREAS, the Rural Economic Development Department's overarching objective is to provide support for growth and prosperity, and to enhance the overall quality of life in Woodbury County; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department seek to assist the City of Smithland with obtaining a Comprehensive Plan; and

WHEREAS, the Woodbury County Board of Supervisors and its Rural Economic Development Department plan to solicit Requests for Proposals for the purpose of assisting interested rural cities in Woodbury County in developing a Comprehensive Plan; and

WHEREAS, the City of Smithland desires to create a Comprehensive Plan, the City Council agrees to the terms as set out below.

IT IS HEREBY RESOLVED by the City Council of Smithland, Iowa, as follows:

A formal Comprehensive Plan shall be drafted, which shall be presented, at a later date, to the City Council for public hearing and vote thereon for adoption. The process for the development of the Comprehensive Plan and the City's responsibilities are as listed below:

- a. Subject to appropriation and a Request for Proposals process, Woodbury County (County) will enter into an Agreement with a qualified and competent Consultant to develop a Comprehensive Plan (Plan) for the City of Smithland (City). The Consultant's fee for services will be paid for by the County.
- b. The Rural Economic Development Director, City Mayor, City Clerk and relevant City Staff, and the Consultant will meet to review the project schedule, schedule meetings and begin the process of data acquisition for the City. Key-sections of the Plan shall include: Executive Summary, Introduction, Community Profile & Analysis, Community Vision, Housing, Public Infrastructure & Utilities, Land Use & Zoning Ordinances, Community Facilities & Services, Economic Development, Transportation, and Implementation & Administration.
- c. The City shall provide all available existing documentation to the Consultant and will make City Staff available on an as needed basis. City Staff, primarily the City Clerk, will schedule, coordinate and make all necessary arrangements for meetings conducted by the Consultant during the course of this project.
- d. The Consultant will conduct meetings with appropriate elected and appointed officials. These meetings shall include the City Council, Planning & Zoning Commission (if applicable), and various City Staff members. The purpose of these meetings will be to obtain input and guidance as it relates to the planning process.
- e. The Consultant and City Staff will schedule and conduct public meetings and topic-specific focus groups as necessary. Citizen participation is paramount to the development of the Comprehensive Plan. The planning process shall incorporate citizen participation program to encourage and facilitate input from City residents. Additionally, the City's business community shall be engaged in the planning process and be solicited for input on the Plan.
- f. The Consultant will identify issues/needs, and develop goals, objectives and implementation strategies.
- g. The Consultant will prepare draft topical document sections for City Staff review.
- h. The Consultant will make periodic reports to the City Councils and Rural Economic Development Director.
- i. The Consultant will deliver presentations at public hearings to secure adoption of the Plan by the City.

SO RESOLVED this 3rd day of March 2016.

Elizabeth Peterson
Mayor

Attest:

Dolly Zaker
City Clerk

