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|---|-------------|
| 10. Discussion and approval of claims   | Action      |
| 11. End of 2016 Board Chairperson's Report – Jeremy Taylor  | Information |
| 12. Approval of proclamation for “Slavery and Human Trafficking Prevention and Awareness Month”   | Action      |
| 13. Approval of Appointments of:  | Action      |
| a. County Engineer – Mark Nahra   |             |
| b. County Medical Examiner – Dr. Thomas Carroll   |             |
| c. County Weed Commissioner – Jered Jepsen  |             |
| d. County Official Newspapers   |             |
| e. County Representation to the Third Judicial Department of Correctional Services  |             |
| 14. Approval of Various Boards/Commissions  | Action      |
| a. Conservation Board   |             |
| b. Siouxland District Board of Health   |             |
| c. Commission to Assess Damages   |             |
| 15. Human Resources – Ed Gilliland<br>Approval of Memorandum of Personnel Transaction   | Action      |
| 16. Board Administration – Karen James  |             |
| a. Approval of resolution for a tax suspension for K.W.   | Action      |
| b. Approval of resolution approving petition for suspension of taxes through the redemption process for T. S.   | Action      |
| 17. County Treasurer – Mike Clayton<br>The Treasurer is requesting the Board of Supervisors to approve the cancellation of tax payments and refund for erroneously paid taxes by A.L.S. per Sec. 445.60 | Action      |
| 18. Secondary Roads – Mark Nahra  |             |
| a. Consideration of resolution authorizing the County Engineer to close any secondary road for the purpose of construction, routine maintenance or emergencies during 2017                              | Action      |
| b. Consideration of resolution authorizing the County Engineer to execute certification of completion of work on Federal Aid, State Aid and Farm to Market Construction during 2017                     | Action      |
| 19. BIA and Juvenile Detention – Mark Olsen/Jeremy Taylor /Dennis Butler<br>Consideration of decreasing the per-bed day cost contract pricing between BIA and Woodbury County                           | Information |
| 20. Building Services – Kenny Schmitz<br>Notice of Hearing and Letting-<br>Woodbury County Courthouse Courtroom Window Renovation Project   | Information |
| 21. Reports on Committee Meetings   | Information |
| 22. Citizen Concerns  | Information |
| 23. Board Concerns and Comments   | Information |
| 24. State of the Budget presentation – Dennis Butler  | Information |
| 25. <b>Budget Review Discussion for FY 2018</b>   |             |
| a. County Treasurer   |             |
| 1. Motor Vehicle  |             |
| 2. Tax Department   |             |

- b. Conservation
  - 1. Administration
  - 2. Parks
  - 3. Naturalist
  - 4. Nature Center
  - 5. REAP
  - 6. Conservation Reserve
- c. General Relief
  - 1. Administration
  - 2. Assistance
- d. County Library

## ADJOURNMENT

*Subject to Additions/Deletions*

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## CALENDAR OF EVENTS

- |                                 |  |
|---------------------------------|--|
| <b>TUESDAY, JANUARY 3, 2017</b> | <b>4:45 p.m.</b> Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.   |
| <b>THURSDAY, JANUARY 5</b>      | <b>5:00 p.m.</b> Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park  |
| <b>WEDNESDAY, JANUARY 11</b>    | <p><b>8:05 a.m.</b> Woodbury County Information Communication Commission, Board of Supervisors' Chambers</p> <p><b>12:00 noon</b> District Board of Health Meeting, 1014 Nebraska St.</p> <p><b>6:30 p.m.</b> 911 Service Board Meeting, Public Safety Center, Climbing Hill</p> <p><b>8:00 p.m.</b> County's Mayor Association Meeting, Public Safety Center, Climbing Hill</p> |
| <b>THURSDAY, JANUARY 12</b>     | <p><b>7:00 p.m.</b> Siouxland Mental Health Center, Board Meeting, 625 Court Street</p> <p><b>12:00 p.m.</b> SIMPCO Board of Directors, 1122 Pierce St, Sioux City, Iowa</p>   |
| <b>MONDAY, JANUARY 16</b>       | <b>4:30 p.m.</b> Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue   |
| <b>WEDNESDAY, JANUARY 18</b>    | <p><b>10:00 a.m.</b> Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook Street</p> <p><b>12:00 noon</b> Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202, Sioux City, Iowa</p>   |
| <b>THURSDAY, JANUARY 19</b>     | <b>11:00 a.m.</b> Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St., Sioux City, Iowa  |

**The following Boards/Commission have vacancies:** Commission To Assess Damages - Category A, Category B, Category C and Category D

**Woodbury County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will consider reasonable accommodations for qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.**

*Federal and state laws prohibit employment and/or public accommodation discrimination on the basis of age, color, creed, disability, gender identity, national origin, pregnancy, race, religion, sex, sexual orientation or veteran's status. If you believe you have been discriminated against, please contact the Iowa Civil Rights Commission at 800-457-4416 or Iowa Department of Transportation's civil rights coordinator. If you need accommodations because of a disability to access the Iowa Department of Transportation's services, contact the agency's affirmative action officer at 800-262-0003.*

# BYLAWS OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

## ARTICLE I Name

The name of this statutorily created assembly is the Woodbury County Board of Supervisors.

## ARTICLE II Purpose

The purpose of this assembly is to perform the duties of the Board of Supervisors according to the Iowa Code.

## ARTICLE III Members

There are five members of the Woodbury County Board of Supervisors. They are elected at large from Woodbury County, Iowa but with equal-population district residence requirements.

## ARTICLE IV Officers

**Section 1. Officers and Duties.** The officers shall be a Chairperson, a Vice Chairperson and a Clerk to the Board. These officers shall perform the duties as prescribed by Iowa Code, these bylaws and by the parliamentary authority adopted by the Board in descending order.

- a. Chairperson.** The Chairperson shall preside at all the meetings of the Board during the year. The Chairperson shall make all committee assignments to committees recognized in these bylaws. The Chairperson shall set the tentative agenda for all meetings of the Board. The Chairperson shall oversee the daily operations of county administration while acting within the policies established by the Board. Subject to approval of the Board, the Chairperson shall be authorized, with a Board approved committee form, to establish special purpose committees as needed.
- b. Vice Chairperson.** The Vice Chairperson shall serve during the absence of the Chairperson and be the presiding officer when the Chairperson participates by electronic means.
- c. Clerk to the Board.** The Auditor and Recorder or the designee of the Auditor and Recorder shall serve as Clerk to the Board *ex officio*. The Clerk to the Board shall be recognized as the parliamentarian for all meetings of the Board.

**Section 2. Time, Nomination Procedure, Method of Election and Term of Office.** The election of The Chairperson and Vice Chairperson shall occur at the first meeting in each year. Nominations shall be made from the floor and elections shall be by roll call vote. A temporary chair shall be elected to preside over the election of the Chairperson. The Chairperson's term shall begin immediately. The Chairperson shall preside over the election of the Vice Chairperson.

## **ARTICLE V Meetings**

**Section 1. Compliance with Open Meetings Law.** All meetings of the Board shall be scheduled and conducted in compliance with Chapter 21 of the Code of Iowa and other applicable law.

**Section 2. First Meeting.** The Board shall meet on the first day of January which is not a Saturday, Sunday or holiday.

**Section 3. Regular Meetings.** The Board shall hold regular meetings on each Tuesday of the year unless canceled or postponed by a majority of the Board.

**Section 4. Special Meetings.** The Board may hold special meetings from time to time as required to conduct the business of the county. A special meeting may be called by the Chairperson or by the Vice Chairperson in the absence of the Chairperson.

**Section 5. Agenda.** Items to be considered for a meeting shall be submitted in a format prescribed by the Board. All items requested for Board action shall be submitted in the form of a proposed written motion. Any member of the Board may direct the Chairperson to place an information or discussion item on the agenda of a subsequent meeting. The Chairperson shall place an action item on the agenda of a subsequent meeting when directed by a majority of the Board.

**Section 6. Quorum and Consensus.** A quorum and consensus shall consist of three members of the Board. A quorum is required to transact the official business of the County.

**Section 7. Majority Required.** Unless where otherwise provided by law, a majority of the quorum present is required for the adoption of any matter to come before the Board.

**Section 8. Manner of Acting.** Any question to come before the Board shall be in the form of a motion made by a member and shall require a second for consideration. Remarks by members shall be limited to ten minutes unless an extension is granted by a majority of the Board. A member or any other elected official of the county shall address the Chairperson and confine their remarks to the question before the Board and shall be respectful of other elected officials and avoid referencing or questioning the motives of another elected official.

**Section 9. Roll Call Votes.** The Chairperson shall order a roll call vote when requested by a member. The roll shall be called alphabetically except the Chairperson shall be called last. If a member is not ready to vote, the member may pass and shall be called upon again after the roll has been completely called and shall vote or abstain.

**Section 10. Effect of Abstention.** When a member abstains due to a conflict of interest, the vote of the Board shall be computed on the basis of the number of members not disqualified by reason of conflict of interest. However, at least three (3) members eligible to vote are required for a quorum on any matter. Abstentions that are not due to a conflict of interest shall be counted as a “no” vote.

**Section 11. Electronic Participation.** A member of the Board may participate in a meeting by electronic means only in circumstances where participation in person is impossible or impractical. Any member participating electronically shall be connected by a speaker phone, video conference, or other device or software, so that the public can hear any discussion by that member. The vote of any member participating electronically must be made public at the meeting and the minutes of the meeting shall include sufficient information to indicate the vote of each member participating.

## **ARTICLE VI Committees**

**Section 1. Committees Required by Iowa Code.** All Board representation on committees required by the Iowa Code shall be appointed by the Chairperson subject to approval of the Board.

**Section 2. Committees Created by the provisions of Iowa Code Chapter 28E.** All Board representation on committees required by 28E agreements shall be appointed by the Chairperson subject to approval of the Board and the requirements of the 28E agreement.

**Section 3. Committees Created by Agreement.** All Board representation on committees required by agreement shall be appointed by the Chairperson subject to approval of the Board.

**Section 4. Committees Created for Special Purpose.** All Board representation on committees required for a special purpose shall be appointed by the Chairperson subject to approval of the Board.

**Section 5. Attendance at Committees Created Under Article VI.** Attendance by members of the Board at committees created under Article VI of these bylaws shall be limited to those approved by the Board as committee representatives unless the committee meeting has also been posted as a special meeting of the Board of Supervisors.

## **ARTICLE VII Conflicts of Interest**

Except as otherwise provided by law, members shall not have an interest, direct or indirect, in any contract, or job of work, or material, or the profits thereof, or services to be furnished or performed for Woodbury County. Members should avoid any action that would result in, or create the impression of, using public office for private gain, giving preferential treatment to any person, or losing impartiality in conducting county business.

**ARTICLE VIII  
Parliamentary Authority**

The rules contained in the most current edition of Robert's Rules of Order Newly Revised shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with the Iowa Code, these bylaws and any special rules of order that the Board may adopt.

**ARTICLE IX  
Bylaws**

**Section 1. Adoption of Bylaws.** Bylaws shall be adopted at the first meeting in each year following a General Election.

**Section 2. Amendment of Bylaws.** These bylaws may be amended at any regular meeting of the Board with a majority vote, provided that the amendment has been submitted in writing at the previous regular meeting.

1/3/2017

**DATE ADOPTED**

\_\_\_\_\_  
**CHAIRPERSON**

\_\_\_\_\_  
**ATTESTOR**

## DECEMBER 20, 2016, FORTYSIXTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, December 20, 2016 at 4:00 p.m. Board members present were Monson, Ung, Taylor, Smith, and Clausen. Staff members present were Dennis Butler, Budget/Tax Analyst, Karen James, Board Administrative Coordinator, Ed Gilliland, Human Resources Director, Abigail Sills, Assistant County Attorney and Patrick Gill, Auditor /Clerk to the Board.

1. Motion by Taylor second by Monson to go into closed session per Iowa Code Section 21.5(1)(c). Carried 4-0 on roll-call vote; Clausen was not present.  
  
Motion by Monson second by Taylor to go out of closed session per Iowa Code Section 21.5(1)(c). Carried on 4-0 roll-call vote; Clausen was not present.  
  
Motion by Monson second by Taylor to continue a grievance until a later date. Carried 4-0; Clausen was not present.
2. The meeting was called to order with the Pledge of Allegiance to the Flag and a Moment of Silence.
3. Citizen concerns.
4. Motion by Monson second by Taylor to approve the Agenda for December 20, 2016. Carried 5-0. Copy filed.
5. Motion by Monson second by Taylor to approve the minutes of the December 13, 2016 Board meeting. Carried 5-0. Copy filed.
6. Motion by Ung second by Clausen to approve the claims totaling \$1,204,164.40. Carried 5-0. Copy filed.
7. Motion by Ung second by Monson to adopt the Woodbury County Capital Improvement Projects Quality Assurance Questionnaire, which must be completed and included by all prospective General Contractors at time of bid submission. Carried 5-0. Copy filed.
8. Motion by Ung second by Monson to approve the reclassification of Kenneth Schmitz, Director, Building Services Dept., effective 12-19-16, \$83,478/year, 5%=\$3,975/year. Salary Increase.; the separation of Larry Clausen, Board Member, Board of Supervisors Dept., effective 12-31-16. End of Elected Term of Office.; the separation of Mark Monson, Board Member, Board of Supervisors Dept., effective 12-31-16. End of Elected Term of Office.; the separation of Jaclyn Smith, Board Member, Board of Supervisors Dept., effective 12-31-16. End of Elected Term of Office.; the transfer of Kevin Horsley, Civilian Jailer, County Sheriff Dept., effective 01-02-17, \$24.12/hour, 0%. Transfer from Court Security Officer to Civilian Jailer.; the transfer of Marie Thomas, Court Security Officer, County Sheriff Dept., effective 01-02-17, \$21.61/hour, 0%. Transfer from Civilian Jailer to Court Security Officer.; the promotion of Janet Trimpe, Clerk III-Tax, County Treasurer Dept., effective 01-02-17, \$21.41/hour, 6.7%=\$1.35/hour. Promotion from Clerk II to Clerk III.; and the reclassification of Athena Ladeas, Asst. County Attorney, County Attorney Dept., effective 01-05-17, \$81,870/year, 3.7%=\$2,953/year. Per AFSCME Asst. Co. Attorney Contract agreement, from Step 8 to Step 9. Carried 5-0. Copy filed.
- 9a. Motion by Monson second by Smith to approve an application for a 12-month, Class B Native Wine Permit with Sunday sales for Chet's Movable Market, effective 11/12/16 through 11/11/17. Carried 5-0. Copy filed.
- 9b. Motion by Taylor second by Ung to approve the direct sale of I-Pads to Supervisors Clausen and Smith at the fair market value and the rest of the I-Pads from WCICC per normal procedures with proceeds to be utilized toward new assets as required with computer modernization updates. Carried 2-1; Monson opposed, Clausen and Smith declared a conflict of interest and abstained. Copy filed.
- 10a. Motion by Taylor second by Monson to approve the Tax Incentive Agreement between Woodbury County and Sioux City. Carried 5-0. Copy filed.
- 10b. Motion by Monson second by Taylor to approve and authorize the Chairperson to sign a Resolution approving 2016 Amendment to Agreement Between Woodbury County and the City of Sergeant Bluff. Carried 5-0.



**RESOLUTION #12,470  
APPROVING 2016 AMENDMENT TO AGREEMENT BETWEEN WOODBURY  
COUNTY AND THE CITY OF SERGEANT BLUFF**

WHEREAS, the Board of Supervisors of Woodbury County, Iowa (the "County") and the City Council of the City of Sergeant Bluff (the "City") previously approved and entered into an agreement (the "Agreement") entitled "Agreement Between Woodbury County and the City of Sergeant Bluff," dated the 12<sup>th</sup> day of May, 2015, related to the construction and financing of a project in the City known as Dogwood Trail (the "Project"); and

WHEREAS, in accordance with the Agreement, the City has constructed the Project and the County has issued its Urban Renewal Tax Increment Revenue Bond in order to provide financing for the Project; and

WHEREAS, the Agreement establishes a relationship between the County and the City with respect to the allocation of incremental property taxes generated in connection with the Project; and

WHEREAS, it has been determined that it would be beneficial to both the County and the City to amend paragraph 15 of the Agreement to more clearly set out the process by which those incremental property taxes will be divided between the County and the City; and

WHEREAS, an amendment to the Agreement has been prepared, which is attached hereto as Exhibit A;

NOW, THEREFORE, It Is Resolved by the Board of Supervisors of Woodbury County, Iowa, as follows:

**Section 1.** The Amendment to the Agreement attached hereto is hereby incorporated into this Resolution and is hereby approved. The language of the Amendment is hereby substituted in place of paragraph 15 of the original Agreement and shall be effective as of the date of this Resolution.

**Section 2.** All resolutions or parts thereof in conflict with this Resolution are hereby repealed.

Passed and approved December 20th, 2016.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 11a. Motion by Clausen second by Taylor to approve the purchase of the ESO Solutions software using the income from the rural EMS Squads for payment of tiered Advanced Life Support (ALS) calls to Woodbury County Emergency Services. Carried 5-0. Copy filed.
- 11b. Motion by Clausen second by Taylor to approve the Third Amendment to the Agreement for the Provision of Hazardous Materials Response Services between the City of Sioux City, Iowa and Region IV Under Chapter 28E, Code of Iowa documenting the transition of the rate increase to per capita based on population. Carried 5-0. Copy filed.
- 12a. Motion by Monson second by Smith to approve and authorize the Chairperson to sign a Resolution setting load restrictions on listed bridges in Woodbury County. Carried 5-0.

**WOODBURY COUNTY  
BRIDGE EMBARGO RESOLUTION  
RESOLUTION #12,471**

**WHEREAS:** The Board of Supervisors is empowered under authority of Sections 321.236 Sub. (8), 321.471 to 321.473 to prohibit the operation of vehicles or impose limitations as to the weight thereof on designated highways or highway structures under their jurisdiction, and

**WHEREAS:** the Woodbury County Engineer has caused to be completed the Structure Inventory and Appraisal of certain bridges according to accepted Bridge Inspection Standards and has determined that the bridges below, require revision to their current load ratings,

**NOW, THEREFORE, BE IT RESOLVED** by the Woodbury County Board of Supervisors that the following vehicle and load limit be established and that signs be placed advising of the permissible maximum weights thereof on the bridge listed herein.

<u>Bridge No.</u>	<u>FHWA No.</u>	<u>Section Township Range</u>	<u>Posted Limit</u>
B-213	354770	13-89-43	25, 39, 40 tons
C-27	354970	10-89-44	25, 40, 40 tons
C-274	354750	7-89-43	6 tons
D-156	355158	26-89-45	15 tons
E-66	355250	13-89-46	3 tons
E-229-1	355450	35-89-46	28, 40, 40 tons
H-181	353810	24-88-45	10 tons
H-266	353910	26-88-45	3 tons
K-19	353170	10-88-43	3 tons
L-1	< 20 feet	1-88-42	10 tons
L-78	353040	25-88-42	3 tons
M-208	< 20 feet	32-87-42	3 tons
N-206	< 20 feet	23-87-43	6 tons
Q-10	352490	3-87-46	3 tons
U-138	350910	1-86-45	3 tons
W-107	350620	26-86-43	3 tons

**Passed and approved this 20<sup>th</sup> day of December 2016.**

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 12b. Motion by Monson second by Taylor to approve the permit to work in the right of way and tile crossing permit for Travis Osborne. Carried 5-0. Copy filed.
- 13a. Motion by Monson second by Ung to approve the standard AIA C132 contract template between the Baker Group and Woodbury County. Carried 5-0. Copy filed.
- 13b. Information was presented on a Woodbury County Courthouse Tuck-point and repairs project and the architectural fees required. Copy filed.
- 13c. Motion by Monson second by Taylor to approve the AIA C123 contract with Baker Group for construction management of the LEC 1<sup>st</sup> floor conference room project. Carried 5-0. Copy filed.
- 13d. Information was presented on a LEC Sheriff's office from entry project. Copy filed.
- 13e. Motion by Monson second by Taylor to approve the AIA C132 contract with Baker Group for construction management for the LEC kitchen project. Carried 5-0. Copy filed.
- 13f. Motion by Ung second by Taylor to approve the AIA C132 contract with Baker Group for construction management of the LEC Sheriff's office remodel project. Carried 5-0. Copy filed.
- 13g. Motion by Taylor second by Monson to approve the AIA C132 contract with the Baker Group for construction management of the Siouxland District Health Boiler replacement and Hydronic System upgrade. Carried 5-0. Copy file.
- 13h. Motion by Monson second by Ung to approve Woodbury County Steam Trap project to for \$113,806.00. Carried 5-0. Copy filed.

14. The Chairperson reported on day to day activities.
15. The Board members reported on their committee meetings.
16. Citizen concerns.
17. Board members presented their concerns and comments.

The Board adjourned the regular meeting until January 3, 2016.

Meeting sign in sheet. Copy filed.

## **2016 Woodbury County Annual Report**

Chairman Jeremy Taylor

At the close of the 2016 calendar year, I think it is important to start a “new tradition,” an end-of-the-year report from the perspective of the past year’s Chairperson. This may take a variety of formats, and this is something that Linn County does annually as well. For my own part, I am suggesting that this be formulated in the spirit of what is going well, what needs to be improved with an eye toward “continual process improvement” in the form of recommendations, and a description of challenges that lay ahead.

I have identified some key areas of growth and some areas we have yet to tackle based on current or impending challenges. The areas of growth particularly this past year had carry-over from 2015 because many of the initiatives were either started then or did not see a clear line of demarcation. They are as follows:

### **1. Increased Accessibility**

The Board changed meeting times from 10:00 a.m. to 4:30 p.m. in accordance with the approximate times that the Sioux City Schools and City of Sioux City meet that catches more people outside of working hours. Moving from the Old Board room which now hosts Planning and Zoning and other smaller meetings, the Board can accommodate over 75 participants. Live-streaming meetings allows both media and represents to see their government function in “real time,” and with our last meeting being in Lawton, the Board of Supervisors from January of 2015 to December of 2016 met in Anthon, Bronson, Correctionville, Cushing, Danbury, Hornick, Merville, Oto, Pierson, Salix, Sergeant Bluff, Sloan, and Smithland. Other elected officials and typically over 10 department heads routinely attended with critical points of information and discussions with attendance ranging from 5 to 65.

Reconfiguration of the website cleared up out-of-date committees and now gives the time, notice, scope, and membership acting as a one-stop shop access for citizens interested in committee-specific work. Accompanying minutes give citizens a chance to reflect on what was discussed and be informed as to how decisions are being crafted.

Finally, the County hosted its first-ever County Government Day wherein over 80 citizens interfaced with Woodbury Central government students and displayed the various role that the County plays in elections, secondary roads, emergency management/services, public safety/law enforcement, district health, veteran affairs, economic development, planning and zoning, and the court system.

**Recommendation:** The meetings were very positively received, an excellent give-and-take of ideas and a “listening post.” While the tempo and frequency of meeting in every community may not be as feasible, my recommendation is that the Board continues to meet in rural Woodbury County, perhaps with centralized locations quarterly.

## **2. Greater Transparency**

In coordination with the Auditor's Office, contracts are able to be pulled up within a computer click in recorded minutes. The Board also took key steps to publish as open meetings those that are directed for policy-making, e.g. Rural Economic Development, Policy Review, and Law Enforcement Expansion committees. Written notes of meetings and retooled backup materials not only help the public understand thoroughly the process by which decisions are arrived at but also provide the necessary background with which to understand the presuppositions and facts before supervisors contemplate their decisions. The "best practice" of having committee reports, chairman reports, and detailed minutes of committee work including regular departmental meetings helps to increase communication flow both internally and to our external constituents. Finally, board bylaws created in 2015 govern meetings based on codified understanding of parliamentary procedures.

## **3. A Clearer, More Specific Budgeting Process**

In coordination with Budget Analyst Dennis Butler, the Board separated three partitions to the County's budget process—Operating; Capital Improvement Projects (CIP from debt service); Improvement Requests. This allowed the Board to more closely analyze all submitted budgets. A robust and thorough scoring matrix of CIP Projects resulted in a ranked ordering with over ten areas of examination to include public safety, energy efficiency, impact on needed services, emergency repair, etc. In this next month's preparation for FY 2018, we have requested an operating budget of with an overall 2% reduction. While not a "mandate" or "across-the-board cut," this is a useful practice that all family households engage in to see where expenses may be trimmed. In fact, department heads identified several areas of duplication voluntarily with suggestions in FY 2016 and 2017. We have also asked for a better transparency and labelling so that we obviate labels like "Buildings" within "Building Services." It is anticipated each item will not only be more broken out and subject-specific, e.g. "HVAC Heating Valve Replacement at Trospen Hoyt," but where anomalies exist, explanation will be descriptive within budget materials, e.g. "Only 15% expended while at 50% through FY because of single-volume purchase anticipated in April on [ammunition/bulk paper]."

The public was also kept informed by seeing the "real time" levy rates with each week's action to know the effect that new expenses such as improve requests or cuts such as decreased allocations to line items would have upon the bottom-line levy both in the incorporated (within city limits) areas and unincorporated (rural outside city limits) areas.

In order to begin rebuilding reserves, which were found to be at near historically low levels from FY 15's budget, the Board actually allocated \$145,000 to begin the process of raising reserve levels to a healthy and fiscally sound 22% (25% is recommended by our auditing firm, Williams & Company, P.C.)

## **4. Lower Tax Levies for County Family and Businesses**

The Board of Supervisors made substantial cuts from the starting position of each budget. Several items were eliminated including the duplication of personnel (Teen Court and Mental Health Juvenile Coordinator

combined into one FTE); the reduction build-up of “reserves within reserves” (allocating a reduced tax asking of \$216,853 in FY 17 to Siouxland District Health with a goal of 22% reserve level) and trimming excess within several departments. The county discontinued the practice of funding non-profits such as the Sanford Center (\$186,925) and Project Phoenix (\$130,903). We also took a \$68,000 reduction in reduced energy expenditures due to the LED retrofit. Due to line-by-line reductions, proper coding, the use of Gaming Revenues and Local Option Sales Tax to offset the property tax money asked of residents, and tough budget choices, Woodbury County reduced property taxes from \$11.42 (FY 15) to \$10.63 (FY 16) to \$10.50 (FY 17) in unincorporated areas and \$7.76 (FY 15) to \$7.51 (FY 16) to \$7.45 (FY 17) per \$1,000 of valuation.

Lower taxes are a key component to economic development and high property taxes were identified by McClure Engineering’s 2050 Vision as a critical roadblock to economic growth. Woodbury County had the second highest county tax rate within a 100-mile radius in in 2014 when the study was commissioned. Reducing rates was not without challenges as 6 mandated contracts and a reopener in the second year asked more from our budget; through collectively bargained for contracts, increased compensation for FY 16 resulted in \$548,655, FY 17 resulted in \$637,275, and is projected to be \$458,204 in FY 18 (only wages, not benefits). While balancing fairly and appropriately compensating 400 quality employees with the needs of taxpayers, it must be realized that decreasing the levy rate is understandably challenging.

#### **5. Taxpayers First Resolution and Limited Use of Tax Increment Financing (TIF)**

The Board of Supervisors voted to approve a Taxpayers First Resolution wherein \$1 out of every \$2 generated from future CF Industries Revenue, estimated to be \$130 million over 20 years to all taxing bodies (\$55.9 million to Woodbury County) will go to reducing the tax levy. This will require a statement to all public taxpayers of how such monies were used once revenue from the plant is generated on their minimum assessment agreement. Although the resolution was acknowledged as non-binding, the bold move set a promise in place that constituents can hold the Board accountable to as it seeks to limit the size and scope of local government.

At the same time, the use of tax increment financing (otherwise known as TIF), can be a powerful tool. Without direct taxation, generated taxes can be used to incentivize further growth and thereby grow the tax base to an even greater degree in future years. However, the County has been slow to adopt a policy, nor to tap into this future revenue stream except for the Dogwood Trail Project in Sergeant Bluff. When utilized, it has been in accordance with an initial policy idea developed by McClure Engineering in their 2050 Vision Plan, which was to have the County support 50% of land acquisition and 25% of infrastructure on a loan basis by which communities would reimburse the County over time. In development with comprehensive plans that have sound, economic development projects that enhance the quality of life and infrastructure, this tool was used in a model way with Sergeant Bluff’s utilization of their own money, a RISE grant, and this initial foray into TIF.

**Recommendation:** The Board must responsibly use TIF but be cautious due to the effect TIF has of promising out future revenues while at the same time realizing the stagnating affect that TIF has on the

various taxing bodies. Thus, a measured and balanced approach is recommended, one that utilizes a powerful tool in a way that actually spurs further growth of the tax base while responsibly releasing money to the taxing bodies to whom that money should ultimately flow.

### **6. Not-for-Profit Funding Philosophy, Improvement Requests, and Mandated Needs**

The Board's philosophy on funding non-profits changed and the dividing line embraced a two-fold philosophy looking at what services would be considered a core service and whether or not state or federal funding provided a match. For example, the County allocated \$33,320 to Siouxland Regional Transit Service (SRTS) but receives—along with member counties—a total of \$600,000 in federal funding.

While becoming leaner in some areas, the Board of Supervisors did allow for some improvement requests without a complete freeze. Improvement requests that were granted had to do with a paramedic for Emergency Services, an overnight lieutenant in the Law Enforcement Jail, which we believe is a mandate and mitigation against liability, a case veteran services officer, and the addition of a full-time Resource Technician at Little Sioux Park while eliminating one seasonal/temporary Summer Ranger position. The hiring of individuals within the County Attorney's Payment Plan program (while requiring authorization) was revenue neutral. In each area, department heads or elected officials had to justify whether or not the position would improve services and more importantly, whether the request fulfilled a core mandate of county government.

The Board contributed \$20,000 to the Siouxland Initiative as they are a key driver for economic development. This was a sound investment given their work on projects totaling \$2.25 billion over the last five years including CF Industries (\$2.1 billion), AGP (\$128 million in both combined projects), and Gelita (\$22 million).

### **7. Engagement in Long-Term Facility Planning**

Woodbury County created a Facility Master Plan under the direction of The Baker Group as this was identified as a serious need early on in order to begin long-term planning. The Facility Master Plan identified many serious issues in order to mitigate what were increasingly becoming emergency repairs, which adds as much as three times the cost. Under the direction of a very capable new Building Services Director, the following projects have been underway: Courtroom 203-209 Emergency Windows, Terra Cotta Interior and Exterior Repairs, Courthouse Globes, New Courthouse Elevator, Steps and Platform at the LEC, Steam Trap Study and Rebuilding of +300 Courthouse Traps, Renovation and Modernization of the Board Administration and Room Areas, the Renovation of Trospen Hoyt Treasurer's Office/Clerk of Courts move, among other various projects. It is recommended that new supervisors or interested parties examine the Long Term Master Facility Plan, which is an outstanding document to have an "aerial overview" of the many challenges that Woodbury County faces in optimal, efficient facilities designed to serve the citizens of the present and future while preserving the historic past inherent in our Courthouse.

## **8. LED Conversion and Energy Conservation**

Woodbury County became the first county in the state of Iowa to convert every kind of lighting to LED within all interior spaces. This \$802,961 project was offset by \$412,496 in rebates by Mid-American and a payback of 3.5 years (with the mitigation of labor and change-outs for lesser efficient bulbs), meaning that the upfront investment after rebates will pay for itself in this time and taxpayers will reap the benefits thereafter. Going forward, The Baker Group has helped to identify many other projects including lighting controls, building automation systems that are currently in failed status, steam traps in need of maintenance / repair, and inefficiency to HVAC systems. Woodbury County also contracted with Energy CAP, the nation's leading energy calculating software, to identify on a per-meter basis the behavior of every energy-consuming commodity (electricity, water/sewer, natural gas, propane, etc.) This is part of responsible behavior on the part of the taxpayers and our environment.

**Recommendation:** Woodbury County can become the leading county in the State of Iowa for energy conservation and work in coordination with the City of Sioux City and Sioux City Schools to helping Sioux City become the #1 city in the nation for Energy Star Buildings (currently #2 among populations <100,000 according to the US EPA).

## **9. Professional Organization Management, Oversight, Accountability, and Evaluations**

Several items regarding professional management concerned the Board in 2015: the evaluation process needed to be retooled and reignited under our Human Resources Director to ensure consistency in evaluations. Two department heads had non-disclosed secondary employment conflicts of interest, and department heads had not been evaluated in a decade. A lack of communication and documentation as an expectation by a previous Human Resources Director needed a new initiative to encourage not only cross-departmental communication but also leadership from department heads to subordinates. Finally, a requested Auditor's report revealed that 9,273 times employees of Woodbury County numbering 400 had punched in 45 minutes or later in one year's time. Issues of timeliness and subsequent reports reveal that issues of timeliness have been addressed quickly and professionally. Monthly department head meetings bring increased communication. Taking a page from the Sioux City Community Schools, Woodbury County leaders received training called "True Speak" from Mary Jo McGrath on how to consistently deliver communication that gives high expectations for growth and personal transformation. There has been an expectation of accountability for monitoring adherence and encouragement to continually using this best practice tool.

Human Resources has been a key department in terms of helping to increase and shepherd necessary growth in the evaluation process by leading training on the statewide evaluation process. Furthermore, the Board took the step of evaluating department heads' goals, which had fallen by the wayside over the last decade. By crafting a narrative of two pages concerning how goals were being met, areas of improvement, and appreciation, liaisons to each department were able to give a leadership perspective as well as encourage growth. Such accountability was documented, an important hallmark of accountability.



## **10. Law Enforcement Center Expansion Committee and Prairie Hills**

The Prairie Hills Facility was a key part of the overall Long-Term Master Facilities Plan commissioned by the Board and developed by The Baker Group. There were multiple problems identified that were of a serious concern: \$4.28/square footage energy costs; a failing stack; settling issues; piping problems, etc. In fact, the study identified that approximately \$1.2 million would be wasted in utilities, maintenance, upkeep, and repairs simply to keep this building on “life support.” The Board went through nearly a year-long process with an LEC Expansion Committee comprised of members of the Sheriff’s Office, Board of Supervisors, the Taxpayers Research Conference, The Baker Group, CMBA Architects (chosen through an RFQ process by the committee), and our Building Services Department. The Board has accomplished untying the seemingly Gordian knot of how to bring the kitchen at Prairie Hills into the Law Enforcement Center (safely shut down Prairie Hills), and begin the process of an expansion that would dedicate for nearly the same price in energy waste and exorbitant costs of repairs (\$1.2 million) the LEC expansion to take over functions previously at Prairie Hills.

## **11. Bomgaars Ag Expo & Learning Center, Interstate Justification Report—Increased Cooperation**

### *Bomgaars Ag Expo & Learning Center*

By increasing cooperation, all entities are able to realize the synergistic effects of growth and positive ways that intergovernmental entities can cooperate with one another. Woodbury County was approached with a potentially historic revitalization of Sioux City, which represents the largest incorporated area by far with over 85% of all residents from its population base. Sioux City’s push to receive \$13.9 million in state incentives from the Iowa Economic Development Authority is part of a larger \$72 million Reinvestment District requiring local support. The Missouri River Historical Development contributed \$1 million with a healthy and robust commitment of \$5 million from the private business community. The IEDA required local governmental support outside of Sioux City’s \$2 million contribution plus land for a 3,000 seat arena built in the Old Stockyards. This would be a partnership with Western Iowa Tech Community College for a state-of-the-art Ag Expo & Learning Center. The roughly \$18 million center would be designed to not only host equestrian, agricultural, implement, and trade shows but also be a hub to hands-on veterinary science related practicums and learning. From a historic perspective, the setting and features would highlight a key agricultural aspect so much a hallmark of Woodbury County and Sioux City. With a \$1.49-\$1.92 million annual estimation of revenue, the Ag Expo & Learning Center would be designed to be a key cornerstone of the overall Reinvestment District. The District also includes the redevelopment of 1910s-era industrial buildings in the 100 block of Virginia Street into loft-style apartments and commercial space and a 150-room downtown hotel convention center likely to be built into the parking lot adjacent to the city-owned Convention Center.

The County delayed participation while asking tough questions to ensure market studies, sound commitments from partners were in place, and protections for taxpayers, e.g. only gaming revenues or non-property-tax sources with no covering of operational shortfalls. While further resisting being a part of the ownership in a 28E agreement, the Woodbury County Board of Supervisors realized that its cooperation

and commitment would be helpful to reaching incentives otherwise not possible. This is something that fits in with the philosophy of participation wherein the leveraging of other state or federal dollars is available. The County's commitment is to contribute \$150,000 for 10 ten years for a total of \$1.5 million. The County further will act as a pass-through on \$10 million in financing in a mechanism that will not affect the County's bonding authority, nor its commitment to have to repay such loans.

The City of Sioux City is set to hear finalization from IEDA on January 20, 2017 with a probable construction timeline as follows: bids in Aug-Sep of 2017, construction in the fall of 2017 ending in December 2018 with a potential opening of the expo and learning center in January of 2019.

**Recommendation:** In the future, the County should act to uphold its commitment while helping advise as part of an organizational board under (not part of) the 28E agreement to help bring the Ag & Expo Learning Center to successful fruition.

#### *Interstate Justification Report*

Because of the increasing growth south of Sioux City, high traffic counts exceeding normal expectations at other interchanges, and as an economic development aspect to transportation, Woodbury County is in the process of planning a new interchange on Interstate 29. The cooperation between various representatives from the City of Sioux City, Salix, Sergeant Bluff, the Siouxland Initiative, McClure Engineering, and IDOT has been outstanding with monthly meetings of stakeholders studying the best justification plans for the potential interchange between the existing Port Neal Landing at mile marker 135 and the existing rest areas near mile marker 140.

### **12. Historic Preservation**

The County renewed its commitment to historic preservation after the Long-Term Facilities Master Plan and a strong department head, Building Services Director Kenny Schmitz, realized that historic globes, lighting, and other areas had seen some neglect and had not been done previously in coordination with the expertise of those on our committee. Working hand-in-hand with the Historic Committee, the County is restoring the historic globes, terra cotta, and original courthouse windows paint (discovered from a nearly one-hundred year old trade journal). This expertise proved not only invaluable during the LED lighting project to marry the best of the past with the technology of the future but it also has helped guide the County on the many renovations needed for functionality within the Courthouse, e.g. steam trap repairs.

**Recommendation:** With nearly \$2.1 million in necessary projects identified, the 100<sup>th</sup> anniversary of the Courthouse will be a key opportunity to educate the public on the importance of this building regionally, functionally, and artistically.

### **13. County Attorney Payment Program**

In coordination with the County Attorney's Office, the Board of Supervisors authorized a County Attorney Payment Program (CAPP) which is a means to collect heretofore unrealized revenue. This program has shown some gains and while in modest in comparison to other counties who have done so for far longer,

we believe that with proper staffing (revenue-neutral as the program pays for itself), Woodbury County can become like Plymouth and Blackhawk counties in terms of multi-million dollars in revenue. The CAP Program is worked out through a system of payments at a lesser rate that would otherwise go uncollected. This also serves an important function of restitution for the victims of crime.

#### **14. Moving the Clerk of Courts, Treasurer's Office, and Preserving the Little Anthon Courthouse.**

After having conducted a study of spaces and with ongoing committee work, the Board of Supervisors realized that parsing departments in a geographically spatial way does not make good sense. For example, the Treasurer's Office existed in the Courthouse and Trosper Hoyt; the Clerk of Courts long desired to be with the majority of the Court System...in the courthouse. The Law Enforcement Center had a Weekender's/Work Release program housed close to residents at Prairie Hills with an agreement that only non-violent offenders would reside and thereby utilized by nearly no inmates and its food-serving kitchen in the same residential rural area 7 miles away from the Law Enforcement Center. In the future, the Law Enforcement Center will have all functions under one roof: kitchen, work release, jail.

Under the leadership of Treasurer Mike Clayton, the consolidation of property tax collection, motor vehicle, and DNR is now housed collectively in a "one-stop shop" in Trosper Hoyt with its convenient drive up window. This has allowed for further cross-training and a reduction of positions through attrition. The Clerk of Courts took over the old Treasurer's Office within the Courthouse and more than 90% of all funding came from the State Judicial Branch for the common sense move. Finally, this move was important in freeing up "prime real estate" within the Law Enforcement Center from the old Clerk of Courts area wherein Sheriff's Administration offices and the kitchen formerly at Prairie Hills will bring all areas under one roof. The Weekender's Program, 24 additional cell spaces, and the kitchen will all conveniently be housed in one area.

One key aspect of our rural meetings was hearing from residents who very much appreciate the Little Anthon Courthouse which obviates having to drive more than 20 miles into Sioux City; therefore the ownership by Woodbury County (with incurred maintenance costs) and the responsiveness of the Treasurer's Office will help to ensure that this small example of government meeting the needs of folks out in our rural communities continues to take place.

#### **15. Economic Development: Engaging Rural Communities and Increased Unincorporated Growth**

The County realizes approximately \$400,000 annually for economic development through Local Option Sales Tax. There is approximately \$675,000 in what is deemed one-time funding through the discontinuation of a loan program, which was the genesis for wanting to give more tools to our economic development department. A committee comprised of rural mayors, our economic development director David Gleiser, and the Taxpayers Research Council identified several tools by which communities could see further economic growth: the formation of CDCs (Community Development Corporations) and Comprehensive Plans. The last time that the County paid for plans for rural communities was 1970, and this approximately \$110,000 is a sound investment. Simmering-Cory was awarded the projected after an RFP. Such entities and plans are often prerequisites for grants that can further stimulate growth with good

examples of USDA funding impacting the Bronson City Hall and Community Center renovation (\$32,000), the Char-Mac Living Facility in Lawton with 31 memory care units and a creation of 15 jobs (\$1.3 million through a pass-through loan). In another instance, a portion of a USDA loan program for rural communities helped Wiatel finance an ambitious \$25 million effort to extend 100% fiber optic services to each commercial and residential site in their footprint.

With the Board's model of helping provide technical assistance for grants in paying 50% of rural communities' dues, we are looking to best invest in such a way as to exponentially "grow" the limited amount of money we invest. An example of this would be when Correctionville asked for \$10,000 as a local contribution to their pool complex that was the necessary prerequisite for a Vision Iowa CAT grant that in turn generated over \$100,000. This funding from gaming revenue was able to help make the local contribution.

Woodbury County has seen unprecedented economic development and growth over the last 5 years with \$2.25 billion invested in its unincorporated areas. We must continue to grow the tax base with a balanced approach in economic development: providing the necessary assistance to help rural communities thrive and generate economic development and quality of life while interfacing with IEDA, site selectors, and the Siouxland Initiative and marketing potential for relocation and expansions in our unincorporated areas.

## **Taking Challenges and Turning Them Into Opportunities**

### ***A. Woodbury County faces a steep uphill budget climb this year in order to keep taxes low.***

One of the greatest challenges facing Woodbury County is the increase of mandated costs. For example, the implementation of Advanced Correctional Healthcare for Jail Medical Services is set to cost nearly \$1 million. Courthouse repairs deemed necessary in order to not only uphold historic preservation but also to preserve the safety and integrity of the long-term building structure are identified at over \$2.1 million. Over \$7 million of potential Capital Improvement Projects are facing the County—and these are the needs and necessities of functioning HVAC, roof, and infrastructure repairs as well as long-term tax-saving initiatives.

At the same time, Woodbury County the last two years has set a trajectory to reduce the levy rate per \$1,000 with an eye on family budgets as well as the amount of contribution that businesses potentially examine in either expansion or re-location.

### **Recommendations:**

1. In order to close this gap, Woodbury County must take creative approaches, tighten its belt in other areas, and give the utmost scrutiny to improvement requests that would otherwise increase the budget.
2. Having set contracts early in the year, the other potentially large increase in the Health Insurance Fund (recommended currently at 8% which is a several hundred thousand dollar increase) needs to be met with a balance of responsibility but due diligence scrutiny.
3. Finally, a moratorium on the use of gaming revenues for equipment replacement should be examined so as to maximize the amount of gaming dollars that can be used to offset residents' property taxes.
4. The continued dialogue and interfacing of the Sioux Rivers Region and Siouxland District Health must continue to take place in order to set budgets from taxpayers that accord with budgeted needs. Having levied maximum property taxes for mental health for many years, the build-up of reserves within the Region has created the following situation: the necessary "shedding" of one-time appropriations at the end of each FY with a "spend-it-or-lose it" approach. This one-time funding is not on "bad things," and is surely appreciated by all welcoming providers. (I also admit this practice certainly precedes the formation of the Region). We also welcome the potential reduction of \$633,000 in order to return monies to taxpayers by temporarily decreasing their levy; it should not be lost that this shared goal is commendable by Sioux Rivers Region. However, shedding one-time money through a levy decrease today can result in a potential increase tomorrow, e.g. one erodes reserves by not taxing as heavily until one-time monies are gone and then restores the levy level. While this is a mechanism to return dollars to those from whom it was originally generated, we must consistently look at the overall budget and ask ourselves: **is the amount of tax asked from residents meeting the responsible planned-for budget so as to meet the needs and delivery of services?**

A similar challenge has presented itself in Siouxland District Health, which was shown to be ending with reserve levels—over and above a 25% level—on average of \$216,000 annually. That is why the Board took FY 17 action to reduce their allocation by as much and has set a goal to end each year with a 22% reserve

level. Further scrutiny must be given to the whole of the budgeted line items to ensure that programs previously funded by grants are not shifted to tax support.

5. As early as possible Woodbury County must realize that it is losing revenue in its Juvenile Detention Center (budgeting \$260,000 from BIA in FY 17) on a per-bed day cost due to an increase that came in the fall of 2014 from \$100 to \$150. While that was acceptable for some time, BIA officials have made it clear both in words and action that this increase has resulted in under-utilization so that we are realizing only 10% of this anticipated revenue. Reducing this rate will undoubtedly increase utilization, and using free-market principles, the County must realize increasing costs by 33% while losing 90% of “business” has had an enormous negative impact.

6. Creative reorganizations concerning departments must continually be assessed and reassessed. Having been liaison to Economic Development and Planning & Zoning, there appears to be potential here. One approach would be to examine whether a single director can lead both departments as research across 20 counties shows that Woodbury County is the exception rather than the rule in having not only two different leaders in each position but also a secretarial position for each director. In looking at a 3-person department, perhaps an Economic and Community Development Coordinator, a Planning and Zoning Assistance Officer, and a combined Clerk position accomplishes synergistically much more and has real potential to help assist with more efficient services while doing so in a leaner, more tactile way. Likewise, the County being a voice concerning the combining of City and County Assessor offices should be examined. (Again, having a City Assessor is an outlier in this regard). Finally, given the reduced revenue in Juvenile Detention due to the result of shortfall from BIA revenue, we may need to look at mandated versus non-mandated positions.

If we have learned anything over the last 24 months, the mantra of “we have never done it this way,” or “it’s been tried before” never should deter us from taking a second look at ways to potentially spend taxpayer dollars more efficiently.

***B. Greater cooperation with various government entities can help further growth.***

Building on the momentum from these past two years regarding cooperation, Woodbury County should seek intergovernmental cooperation to its highest degree. Rather than seeing entities as competing interests or carving out an insular identity, it is clear that all city councils and certainly the Sioux City Council, the Sioux City Schools, the Siouxland Initiative and Chamber of Commerce as well as Sioux County and Plymouth County can help our growth and improvement as we work in a reciprocal relationship. The Woodbury County Rural Economic Development Department and various others (Emergency Services/Management, Secondary Roads) have interfaced with rural City Councils on providing technical assistance as the County funds comprehensive plans and the formulation of Community Development Corporations. Likewise, working with the Sioux City Council on the Reinvestment District is a key opportunity as well. Under then-Chairman Mark Monson in 2015, Woodbury County and Sioux City staff engaged in discussion of joint purchasing and sought some ways to fall under the same lower-price purchasing contract with One Office Solutions. This past year, the Sioux City Schools’ Associate Superintendent Dr. Kim Buryanek was instrumental in helping give the County information and a model for the district’s True Speak model, which it uses to help engage its leaders for transformational communication.

I believe that a formation of a City-County-School District consortium of meeting with a couple of representatives on further ways of cooperation may be very helpful. While there may be very pragmatic discussions of ways that duplication can be reduced or efficiencies realized, the informational flow of how to improve organizationally can be a place to ask, "What's working for you organizationally, or what are you excited about that's happening?" In this way, we can identify key initiatives. I believe that energy conservation is something that each has taken various approaches to but has the potential to have us be the nation's leading city for Energy Star Certified Buildings and lead with an admixture of efficient future planning, cutting-edge technology, and responsible conservation.

***C. Quality professional oversight can help to ensure increased accountability.***

While I do not anticipate the support of a County Administrator on the newly configured Board, there is a consistent need for greater professional oversight. In a geographically disparate county that can take 35 minutes from each point and with such wide-ranging functions, silos are inherent in any organization. Ensuring evaluations of department heads was a good first step. Overall, Woodbury County has excellent leaders, but it is inherent in the name "supervisor" to ensure that the goals of the Board are being carried through and that our vision of providing high-quality services to meet the ever-changing needs of our citizens are carried through with the greatest quality possible. The process should be formalized from a written narrative this next year and more specifically address not only created goals but also evaluate communication, leadership, and other job performance aspects.

***D. Long-Term Facilities Capital Improvement Plans must balance necessary repairs with limited dollars and responsible debt service.***

While Woodbury County has been historically low in terms of debt service, repairs for the next years will take serious money in order to enable a higher cost during emergency repairs. Using a project management model, Woodbury County can engage in multiple projects simultaneously while ensuring quality oversight. The difficulty will be making the hard, long-range planning decisions on whether some projects must be put off for 5-10 years where they are able and whether some short term projects (particularly those that can be offset by reduced energy costs where greater efficiency is realized) are better candidates. This will take diligence, scrutiny, and forward-thinking planning.

***E. Woodbury County must not only look at programmed space within its Law Enforcement Center but creative sentencing approaches to alleviate burdening taxpayers with additional cost.***

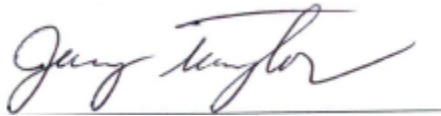
Due to the potential overcrowding in the jail and the high costs of mandated medical services, a jail diversionary program known as 24/7 is integral to accomplishing several of our shared goals as one of Iowa's most populated counties. Several years ago, Woodbury County faced several challenges regarding a study that forecast an ever-increasing jail population that would mandate the construction of a new facility. While this population growth never came to then-forecasted predictions, we are facing times when our jail with a maximum capacity of 234 is at 226 or even full. Woodbury County has passionately pursued Work Release, substance abuse programs, and a Weekenders' Program. We believe that lobbying our elected representatives for a provision within Iowa Code allowing for this sentencing option to be prescribed by judges will help as follows: 1) It will mitigate the "revolving door" of taking up space in our Law Enforcement Center and the undue burden to taxpayers. 2) It will help to get to the root problem by insisting that those under such a suspended sentence prove sobriety "24/7" by self-reporting twice daily and paying

to take a breathalyzer and “prove it.” 3) Finally, it will cost the state little to no money while being self-sustaining from those utilizing the program.

I am hopeful that the data being shared with legislators will help and have sat down Representative-Elect Jim Carlin who will be Vice-Chair of the Judiciary Committee.

**Summation:** Woodbury County is in one of the most exciting times of growth and potential. The next couple of years are critical to this growth in terms of cooperation, communication, and accountability for the residents that we serve. It is been an absolute pleasure serving in the capacity as Chairman for 2016 and hope that in some small part, we as a Woodbury County Board have helped contribute to growth and the quality of life for the families in this community that we are proud to serve.

Respectfully,

A handwritten signature in cursive script, reading "Jeremy Taylor", written in black ink. The signature is positioned above a thin horizontal line.

Jeremy Taylor

Chairman, Woodbury County



**WOODBURY COUNTY, IOWA**

**RESOLUTION NO. \_\_\_\_\_**

**PROCLAMATION**

**WHEREAS,** *the United States was founded upon the principle that all people are created with the unalienable right to freedom, and added the 13<sup>th</sup> amendment to the Constitution making slavery illegal; and*

**WHEREAS,** *slavery within the United States today is most often found in the form of forced labor and sex trafficking, which weakens our social fabric, increases violence and organized crime, and debases our humanity; and*

**WHEREAS,** *this problem is found even within our community; and*

**WHEREAS,** *every business, community organization, faith community, family and individual can make a difference by choosing products that are not made by forced labor; by working to protect our young people from sexual exploitation; by addressing the problems of internet sex trafficking and pornography; and by becoming more aware of the problem and possible solutions; and*

**NOW, THEREFORE, Woodbury County Board of Supervisors, do hereby**  
*proclaim the month of January, 2017 as*

**“SLAVERY AND HUMAN TRAFFICKING PREVENTION  
AND AWARENESS MONTH”**

*in Woodbury County, Iowa and urge all citizens to become more familiar with  
the problem and to work towards solutions.*

\_\_\_\_\_  
Jeremy J. Taylor, Supervisor

\_\_\_\_\_  
Rocky L. De Witt, Supervisor

\_\_\_\_\_  
Keith W. Radig, Supervisor

\_\_\_\_\_  
Matthew A. Ung, Supervisor

\_\_\_\_\_  
Marty J. Pottebaum, Supervisor

SIOUX CITY  
**JOURNAL**  
**COMMUNICATIONS**

December 20, 2016

Dear Woodbury County Board of Supervisors:

The Sioux City Journal would like to be considered the official county newspaper for Woodbury County.

Sincerely,



Sue Stusse, Controller

Sioux City Journal

*515 Pavonia St. • P.O. Box 118 • Sioux City, Iowa 51102*

**Advertising:** (712) 293-4325 **Fax:** (712) 279-5099 • **Business Office:** (712) 293-4294 • **Circulation:** (712) 293-4200

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# The Sergeant Bluff Advocate

Pioneer Mall  
204 First St., Suite 2A  
Sergeant Bluff, IA 51054-0712  
(FAX) 712-943-4606 (Ph:)712-943-2583  
[advocate@longlines.com](mailto:advocate@longlines.com)

October 17, 2016

Woodbury County Board of Supervisors  
ATTN: Board Administrative Coordinator  
Courthouse, Room 104  
620 Douglas Street  
Sioux City, IA. 51101

Dear Woodbury County Board of Supervisors:

Please find attached our Statement of Ownership, Management and Circulation (SOMC), published in the Sept. 29, 2016 issue of the Sergeant Bluff Advocate. The SOMC published notification details our publishing information and numbers. This is in accordance with requirements for the annual status consideration of Official Woodbury County Newspaper, of which we are applying.

Thank you for permitting the Sergeant Bluff Advocate to serve the Woodbury County Board of Supervisors as an Official Woodbury County Newspaper and the people of Sergeant Bluff, Salix, Sloan, Hornick, Climbing Hill, and elsewhere in Woodbury County.

Respectfully yours,



Wayne V. Dominowski  
Publisher/Editor Sergeant Bluff Advocate  
Lt.Col., USAR, (Ret.)

THE *Record*

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Box 546 • 238 Main Street  
Moville, Iowa 51039  
Phone: 712-873-3141 • 844-873-3141

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RECEIVED

DEC 20 2016

WOODBURY COUNTY  
BOARD OF SUPERVISORS

Your Regional Newspaper Serving Your Friends And Neighbors In  
Moville - Kingsley - Lawton - Correctionville - Anthon - Pierson  
Bronson - Quimby - Washta - Hornick - Cushing - Oto - Climbing Hill

December 15, 2016

Woodbury County Board of Supervisors  
6th & Douglas St  
Room 104  
Sioux City, IA 51101

Dear Sirs:

Please accept this letter as our 2017 request to be an official newspaper for Woodbury County, Iowa. Thank you for your consideration in this matter. We look forward to serving you in the coming year.

Sincerely,



Blake Stubbs  
Publisher/Editor

THIRD JUDICIAL DISTRICT



**DEPARTMENT OF CORRECTIONAL SERVICES**

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December 8, 2016

TO: Chair, County Board of Supervisors

From: Jody Hagaman *JH*  
Board of Director's Secretary

Subject: Membership Notices

Enclosed herein please find a Notice of Appointment for calendar year 2017 to be completed in order to appoint representation from your county to our Board of Directors.

Thank you for your assistance in returning this to me by mid-January 2017. Also, if your representative is a first-time appointment, please include the member's physical address, email address and phone number.

If you have any questions, feel free to contact me at 712-224-6821.

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515 Water Street  
Sioux City, Iowa 51103  
(712) 252-0590  
RTF: 252-3451  
FAX: 252-0634

Suite One  
100 West 5<sup>th</sup> St.  
Spencer, Iowa 51301  
(712) 262-5252  
FAX: 262-5391

720 Western Avenue  
P.O. Box 39  
Sheldon, Iowa 51201  
(712) 324-5384  
FAX: 324-5366

o ADMINISTRATIVE SERVICES  
o FIELD SERVICES  
o RESIDENTIAL FACILITY

o FIELD SERVICES AREA OFFICE

o RESIDENTIAL FACILITY

# NOTICE OF APPOINTMENT

PURSUANT to Section 905.3(1)(a), Code of Iowa,

The Board of Supervisors

of \_\_\_\_\_ County

hereby appoint

\_\_\_\_\_

to serve on the Board of Directors of the

THIRD JUDICIAL DISTRICT  
DEPARTMENT OF CORRECTIONAL SERVICES

for the calendar year 2017.

Dated this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Board Chairperson

\_\_\_\_\_ County

# WOODBURY COUNTY, IOWA BOARD ADMINISTRATION

## MEMORANDUM

**TO:** Board of Supervisors  
**FROM:** Karen James, Board Administrative Coordinator  
**RE:** Responses from Members of Boards/Commissions on Consideration of a Reappointment  
**DATE:** December 19, 2016

Below are the responses of all the members of the various Boards/Commissions.

### **CONSERVATION BOARD**

**YES** Suzan Boden, 3801 Stone Park Blvd., Sioux City, IA 51103

### **SIouxLAND DISTRICT BOARD OF HEALTH**

**YES** Shauna LaFleur, 1321 Fox Ridge Trail, Sioux City, IA 51104

**YES** George Boykin, 2204 Terrace Place, Sioux City, IA 51104

### **COMMISSION TO ASSESS DAMAGES**

#### **Category A - Owner/operators of Agricultural Property:**

**YES** Leo Jochum 1691 – 250<sup>TH</sup>, Salix, IA 51052

**YES** Thomas Ullrich, 819 Brown Street, Sloan, Iowa 51055

**YES** Debbie DeForrest, 1861 Buchanan Ave., Sioux City, Iowa 51106

#### **Category B - Owners of City Property:**

**YES** Bob Batcheller, PO Box 3311, Sioux City, IA 51102

**YES** Peter Macfarlane, 17 Deer Haven Dr., Sioux City, Iowa 51104

**YES** Ruth A. Groth, 305 North Cauley Ave, Anthon, IA 51004

**YES** Kathleen F. Fenceroy, 323 Oakland, Sioux City, Iowa 51103

**Category C - Licensed Real Estate Salesman or Real Estate Broker:**

- YES** Colleen R. Baker, 3422 Jackson Street, Sioux City, Iowa 51104  
**YES** Anita Small, 4629 – 46<sup>th</sup> Street, Sioux City, IA 51108  
**YES** Nancy Henry CRS, P.O. Box 2484, Sioux City, IA 51102  
Teresa Delfs, 205 W. 45<sup>th</sup> Street, Sioux City, IA 51104 **NO RESPONSE**  
**YES** Tori Jackson, 1114 Historic 4<sup>th</sup> St., Sioux City, IA 51101

**Category D - Persons Having Knowledge of Property Values in the County by Reason of their Occupation:**

- YES** Patrick Curry, 502 Huntington Court., Sergeant Bluff, Iowa 51054  
**NO** Robert Huisenga, 3000 Sergeant Road Suite 4, Sioux City, Iowa 51106  
**YES** Leon Ortner, 2961 O'Brien Ave., Danbury, IA 51019  
**YES** Linda Mathison, 5008 Ravine Park Lane, Sioux City, IA 51106  
**YES** Doug Lehman, P. O. Box 1381, Sioux City, IA 51105

**In conclusion the Board needs appointments for:**

Commission to Assess Damages

- ❖ Category A – Four persons
- ❖ Category B – Three persons
- ❖ Category C - Three persons
- ❖ Category D – Three persons



# HUMAN RESOURCES DEPARTMENT

## MEMORANDUM OF PERSONNEL TRANSACTIONS

**DATE:** January 3, 2017

**\* PERSONNEL ACTION CODE:**

A- Appointment	R-Reclassification
T - Transfer	E- End of Probation
P - Promotion	S - Separation
D - Demotion	O - Other

**TO: WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Hefty, Sharon	Auditor/Recorder	11-22-16	Clerk II			S	Resignation.
De Witt, Rocky	Board of Supervisors	1-01-17	Board Member	\$33,151/year		A	Elected Official.
Pottebaum, Martin	Board of Supervisors	1-01-17	Board Member	\$33,151/year		A	Elected Official.
Radig, Keith	Board of Supervisors	1-01-17	Board Member	\$33,151/year		A	Elected Official.
Doakes, Arthur	County Sheriff	1-04-17	Civilian Jailer	\$18.00/hour		A	Job Vacancy Posted 11-9-16. Entry Level Salary: \$18.00/hour.
Kelly, Angelique	Juvenile Detention	1-13-17	P/T Youth Worker	\$18.68/hour	4%=\$.71/hour	R	Per AFSCME Juvenile Detention Contract agreement, from Grade 1/Step 1 to Grade 1/Step 2.
Karrer, Theodore	Building Services	1-15-17	Maintenance Worker-Grounds Keeper	\$16.36/hour	4.5%=\$.72/hour	R	Per AFSCME Courthouse Contract agreement, from Grade 3/Step 1 to Grade 3/Step 2.

APPROVED BY BOARD DATE: \_\_\_\_\_

ED GILLILAND, HR DIRECTOR:



**WOODBURY COUNTY**  
**HUMAN RESOURCES DEPARTMENT**

**TO:** Board of Supervisors and the Taxpayers of Woodbury County

**FROM:** Ed Gilliland, Human Resources Director

**SUBJECT:** Memorandum of Personnel Transactions

**DATE:** January 3, 2017

For the January 3, 2017 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) County Auditor Recorder Clerk II, Resignation.
- 2) Board of Supervisors (3) Board Members, Appointments.
- 3) County Sheriff Civilian Jailer, Appointment.
- 4) Juvenile Detention P/T Youth Worker, from Grade 1/Step 1 to Grade 1/Step 2.
- 5) Building Services Maintenance Worker-Grounds Keeper, from Grade 3/Step 1 to Grade 3/Step 2.

Thank you

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 12/19/16 Weekly Agenda Date: 1/3/17

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Karen James, Admin. Coord.

**WORDING FOR AGENDA ITEM:**

Approval of resolution for a tax suspension for K. W.

**ACTION REQUIRED:**

- Approve Ordinance       Approve Resolution       Approve Motion   
Give Direction       Other: Informational       Attachments

**EXECUTIVE SUMMARY:**

Please consider this request for a tax suspension for K. W. If the Board approves this request, the suspension resolution requires the chairman's signature.

**BACKGROUND:**

**FINANCIAL IMPACT:**

0

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes       No

**RECOMMENDATION:**

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve resolution for a tax suspension for K. W.

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: \_\_\_\_\_ Weekly Agenda Date: \_\_\_\_\_

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** \_\_\_\_\_

**WORDING FOR AGENDA ITEM:**

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

**BACKGROUND:**

**FINANCIAL IMPACT:**

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

**ACTION REQUIRED / PROPOSED MOTION:**

**445.60 Refunding erroneous tax.**

The board of supervisors shall direct the county treasurer to refund to the taxpayer any tax or portion of a tax found to have been erroneously or illegally paid, with all interest, fees, and costs actually paid. A refund shall not be ordered or made unless a claim for refund is presented to the board within two years of the date the tax was due, or if appealed to the board of review, the property assessment appeal board, the state board of tax review, or district court, within two years of the final decision.

[R60, §762; C73, §870; C97, §1417; C24, 27, 31, 35, 39, §7235; C46, 50, 54, 58, 62, 66, 71, 73, 75, 77, 79, 81, §445.60]

88 Acts, ch 1140, §1; 91 Acts, ch 191, §54; 99 Acts, ch 174, §6, 7; 2005 Acts, ch 150, §133

Referred to in §331.401

For future repeal, effective July 1, 2018, of 2005 amendments to this section and subsequent amendments relating to the property assessment appeal board, see 2005 Acts, ch 150, §134; 2013 Acts, ch 123, §62, 64, 68

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 12/22/2016

Weekly Agenda Date: 1/3/2017

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Mark J. Nahra, County Engineer

**WORDING FOR AGENDA ITEM:**

Consider a resolution authorizing the County Engineer to close any secondary road for the purpose of construction, routine maintenance, or emergencies during 2017

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Annually at the first board meeting of the calendar year, the County Engineer on behalf of the Secondary Road Department requests authority to close roads as needed for construction, routine maintenance, or emergencies for the calendar year. This allows the county engineer to quickly respond to road emergencies and protect road users from potentially hazardous conditions within work zones or on damaged roadways.

**BACKGROUND:**

Section 306.41 of the Code of Iowa reads as follows: "306.41 Temporary closing for construction. - The agency having jurisdiction and control over any highway in the state, or the chief engineer of said agency when delegated by such agency, may temporarily close sections of a highway by formal resolution entered upon the minutes of such agency when reasonably necessary because of construction, reconstruction, maintenance or natural disaster and shall cause to be erected "road closed" signs and partial or total barricades in the roadway at each end of the closed highway section and on the closed highway where that highway is intersected by other highways if such intersection remains open. This resolution empowers the county engineer to close said roadways.

**FINANCIAL IMPACT:**

There is no financial impact to the county from this resolution. It empowers the county engineer and secondary road department to protect road users from temporary hazards in the roadway.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

Approve the resolution officially authorizing the county engineer to close roadways as needed.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the resolution authorizing the County Engineer to close any secondary road for the purpose of construction, routine maintenance, or emergencies during 2017.



RESOLUTION NO. \_\_\_\_\_

RESOLUTION AUTHORIZING THE COUNTY ENGINEER TO CLOSE ANY  
SECONDARY ROAD FOR THE PURPOSE OF CONSTRUCTION, ROUTINE  
MAINTENANCE, OR EMERGENCIES DURING 2017

WHEREAS, the Woodbury County Board of Supervisors is concerned about traffic safety involved during construction and maintenance work or during natural or traffic emergencies on the secondary road system, and

WHEREAS, they are further interested in making appropriate traffic accommodations for the traveling public, adjacent landowners and related users during construction and maintenance operations, and

WHEREAS, the Board of Supervisors under section 306.41 of the Code of Iowa can delegate the authority to temporarily closure of roads to the County Engineer,

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors give Mark J. Nahra, Woodbury County Engineer the authority to temporarily close sections of highway in Woodbury County's road system when necessary because of construction, maintenance, or natural disaster.

DATED this 3<sup>rd</sup> day of January, 2017.

WOODBURY COUNTY BOARD OF SUPERVISORS

ATTESTED:

BY:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Patrick F. Gill, County Auditor

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 12/22/2016

Weekly Agenda Date: 1/3/2017

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Mark J. Nahra, County Engineer

**WORDING FOR AGENDA ITEM:**

Consider a resolution authorizing the County Engineer to execute certification of completion of work on Federal Aid, State Aid and Farm to Market Construction during 2017

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Annually at the first board meeting of the calendar year, the County Engineer requests authorization to accept work and certify its completion in compliance with approved plans and specifications on behalf of the Board of Supervisors. This authorization is required by Iowa DOT as part of our responsibilities as a Local Public Agency administering federal and state aid projects.

**BACKGROUND:**

Section 309.21 of the Code of Iowa states as follows: 309.21 Supervision of construction and maintenance work. - All construction and maintenance work shall be performed under the direct and immediate supervision of the county engineer who shall be deemed responsible for the efficient, economical and good-faith performance of said work. The Board can also delegate the certification of completion of project work to the county engineer.

**FINANCIAL IMPACT:**

There is no financial impact to the county from this resolution. It empowers the county engineer to certify and accept completed work on behalf of the county.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

Approve the resolution officially authorizing the county engineer to certify completion of work on federal aid, state aid and farm to market construction work on behalf of the county.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the resolution authorizing the County Engineer to accept federal aid, state aid and farm to market construction work on behalf of the county during 2017.

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AUTHORIZING THE COUNTY ENGINEER TO EXECUTE  
CERTIFICATION OF COMPLETION OF WORK ON FEDERAL AID, STATE AID, AND  
FARM TO MARKET CONSTRUCTION DURING 2016

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa, that Mark J. Nahra, the County Engineer of Woodbury County, Iowa, be and is hereby designated, authorized, and empowered on behalf of the Board of Supervisors of said County to execute the certification of completion of work and final acceptance thereof in accordance with plans and specifications in connection with all Farm-to-Market and federal or state aid construction projects in this county.

Dated at Sioux City, Iowa, this 3<sup>rd</sup> day of January, 2017.

Board of Supervisors of Woodbury County, Iowa

\_\_\_\_\_  
Chair

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

By \_\_\_\_\_  
Patrick F. Gill, Woodbury County Auditor

SEAL

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 20161228

Weekly Agenda Date: 20170103

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Mark Olsen - WCJDC Director

**WORDING FOR AGENDA ITEM:**

Proposal to decrease the BIA daily detention bed rate

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

The WCJDC is requesting permission to revise the existing contract with the Bureau of Indian Affairs by reducing the current bed day rate from \$150.00 per day to \$100.00.

**BACKGROUND:**

In 2011 Woodbury County and the Federal Bureau of Indian Affairs entered into a financial contract that provided the Woodbury County Juvenile Detention Center the ability to house BIA youth at the rate of \$100.00 per day. On November 20, 2014 the Board of Supervisors voted to increase the daily bed rate to \$150.00 per day. Chairman Jeremy Taylor, Budget Manager, Dennis Butler, and I met with Special Agent Jeremiah Lonewolf and Special Agent Joel Chino from the Bureau of Indian Affairs to discuss the dramatic drop in referrals, problems and possible options. Special Agent Chino confirmed the reason the BIA will only use us on a sporadic or emergency basis is solely based on the daily detention cost. Because the BIA currently have active contracts negotiated at a \$100.00 per day rate with surrounding detention centers they have been instructed to incarcerate their juveniles in the centers with the lower daily rates. Both Special Agent's Chino and Lonewolf stated that if Woodbury County would consider reducing their daily cost to \$100.00 per day they would return to using us as their primary detention center. They listed the principal benefit to them as the reduction of mileage they would have to drive if they return to regular use of the WCJDC. Over the past five years the WCJDC and the BIA and the reservations they supervise have all developed a very positive and professional relationship with one another and have benefited and enjoyed this partnership.

**FINANCIAL IMPACT:**

Between the months of July, 2016 through December 2016 we have only housed nineteen tribal youth. We have detained them for a total of 123 days for a total cost of \$18,450.00. In comparison between the months of July, 2015- through December, 2015 we housed 104 tribal youth for 1,315 days with revenue of \$197, 254.00 for a loss of projected revenue of \$178,804.00 during the first six months of the 2017 fiscal year.  
If the board determines to reduce the daily cost back to \$100.00 per day I have projected possible revenue of \$105,000.00 for the months of February 2017 through June of 2017. By using Special Agent Chino's daily numbers I project possible revenue of \$252,000.00 for fiscal year 2018.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

I recommend the Woodbury County Board of Supervisors return the daily rate back to \$100.00 per day to compete against the surrounding detention programs and provide the opportunity for the BIA to refer their tribal youth

**ACTION REQUIRED / PROPOSED MOTION:**

Revise the current Woodbury County/BIA contract by reducing the daily bed rate from \$150.00 per day to \$100.00.

*Approved by Board of Supervisors April 5, 2016.*

## **BIA Revenue**

For FY17, the budgeted revenue received from BIA was projected at \$260,000. Due to the fact that our per diem cost is currently at \$150/day, the BIA is transporting their clients to Cherokee or other juvenile centers. The effect to Woodbury County from July 1 to Feb. 1, 2017 is projected to provide income of approximately \$20,000. If the county would reduce their per diem to \$100/day, then BIA indicated that they would use our facility to the fullest extent. If BIA would have 7 clients a day, the revenue from Feb. 1 to June 30, would be \$105,000. With the \$20,000 and \$105,000 totaling \$125,000, the county would be \$135,000 short of projections.

For FY18, the budgeted revenue for BIA transports is \$60,000. If BIA would fully utilize the county's Juvenile Center, at a cost of \$100 per day the projected revenue would be \$252,000. This could represent more revenue than budgeted. If the county stays at \$150/day, the county will more than likely have 0 BIA clients, which would result in a revenue loss of the \$60,000 budgeted for FY18.

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: \_\_\_\_\_ Weekly Agenda Date: \_\_\_\_\_

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** \_\_\_\_\_

**WORDING FOR AGENDA ITEM:**

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

**BACKGROUND:**



**FINANCIAL IMPACT:**

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

**ACTION REQUIRED / PROPOSED MOTION:**

NOTICE OF HEARING AND LETTING

A hearing will be conducted on the proposed plans and specifications, the proposed form of contract and estimate of cost for the Courtroom 207 window Renovation, Woodbury County Courthouse, Sioux City, Iowa at a meeting of the Woodbury County Supervisors to be held at the Board Room, Woodbury County Courthouse, Sioux City, IA at 4:30 pm, on the 10th of January 2017, at which time and place any person may appear and file objections to the proposed plans, specifications and form of contract and estimated costs for the Project.

Sealed proposals will be accepted for a General Contract and a Stained Glass Contract for the

Courtroom 207 Window Renovation at the Woodbury County Courthouse Sioux City, Iowa in the Board Room.

Proposals will be received on behalf of the County, until 2:00 o'clock P.M. on the 5th day of January 2017, and at such time and place will be opened and publicly read.

A prebid meeting will be held for all interested contractors at 2:00 p.m. on the 28th of December, 2016.

This will be held in Courtroom 207 and will allow for contractors to view existing conditions and ask questions of the Architect and Owner. Attendance is recommended but is not mandatory.

Contract documents may be examined at the office of the Architect, Cannon Moss Brygger Architects,

302 Jones Street, Suite 200, Sioux City, Iowa 51102-3689, or obtained from the Architect for a \$100 refundable

deposit. Contract documents may also be examined at the following building Exchanges.

Ft. Dodge Plan Room, 1406 central, Ft. Dodge, IA 50501

McGraw-Hill construction Dodge, c/o Beeline & Blue, 2507 Ingersoll Ave, Des Moines, IA 50312

Master Builders of Iowa, 221 Park Street, Des Moines, IA 50309

North Iowa Builders Exchange, 15 West State Street, Box 1154, Mason City, IA 50401

Omaha Builders Exchange, 4255 S. 94th Street, Omaha NE 68127

Plains Builders Exchange, 220 N. Kiwanis Avenue, Sioux Falls SD 57104

Sioux City Construction League, 3900 Stadium Drive, Sioux City, IA 51106

Sioux Falls Builders Exchange, 1418 "C" Avenue, Sioux Falls, SD 57104

work under the proposed contract shall be commenced upon receipt of signed contract and shall be

completed in a timely manner but in no event shall Substantial Completion be later than March 31, 2017,

subject to any extension of time which may be granted by the Woodbury County Board of Supervisors.

The Woodbury County Board of Supervisors reserves the right to reject any and all proposals, re-advertise

for new bids and to waive informalities that may be in the best interest of the County.

Each Proposal shall be accompanied by cash, a bid bond, certified check, cashier's check or certified

credit union share draft in a separate sealed envelope in an amount equal to 5% of the total amount of the

base bid or base bids. The certified check or cashier's check or certified share draft shall be drawn on a bank

or credit union in Iowa or a bank or credit union chartered under the laws of the United States of America and

shall be made payable to Woodbury County as security that if awarded a contract by resolution of the

Woodbury County Board of Supervisors, the bidder will enter into a contract at the prices bid and furnish the

required performance bond, the certified check, cashier's check, or certified share draft may be cashed, or

the bid bond forfeited, and the proceeds retained as penalty if the bidder fails to execute a contract of file acceptable performance and payment bonds or provide an acceptable certificate of insurance within 10 days after the acceptance of such proposal by resolution of the Woodbury County Board of Supervisors.

By virtue of statutory authority, a preference will be given to products and provisions grown and locally produced with the State of Iowa and to Iowa domestic labor.

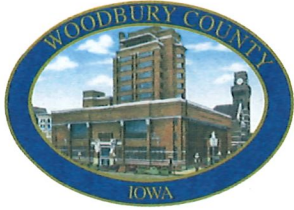
No bidder may withdraw a bid for at least 30 days after the scheduled closing time for receiving bids.

The successful bidder will be notified on or after January 11 , 2017, after the proposals have been reviewed by the Architect and recommendation as to the lowest responsible bidder has been made to the County and accepted by the County Board of Supervisors.

The successful bidder of the General Contract will be required to furnish a Performance Bond, separate Labor & Material Payment Bond, and Insurance; said documents to be issued by a responsible surety approved by Woodbury County and shall guarantee the faithful performance of the contract and the terms and conditions therein contained.

Plans and specifications governing the construction of said proposed improvements have been prepared by Cannon Moss Brygger Architects, Sioux City, IA which plans and specifications referring to and defining said proposed improvements are hereby made a part of this notice and the proposed contract shall be executed to comply therein.

Notice is published upon order of Woodbury County of Sioux City, Iowa.



# Woodbury County Board of Supervisors

Courthouse • Room 104  
620 Douglas Street • Sioux City, Iowa 51101  
Telephone (712) 279-6525 • Fax (712) 279-6577

## MEMBERS

JEREMY J. TAYLOR  
SIOUX CITY

MATTHEW A. UNG  
SIOUX CITY

ROCKY L. DE WITT  
LAWTON

MARTY J. POTTEBAUM  
SIOUX CITY

KEITH W. RADIG  
SIOUX CITY

FINANCE / BUDGET DIRECTOR  
DENNIS BUTLER

BOARD ADMINISTRATIVE COORDINATOR  
KAREN JAMES

EXECUTIVE SECRETARY / PUBLIC BIDDER  
HEATHER SATTERWHITE

## 2016 Financial Condition of Woodbury County

Dennis D. Butler, Finance/Budget Director

Calendar Year 2016 is coming to a close. It has been a year in which transparency and new initiatives were adopted to create a better financial condition of Woodbury County.

The condition of the county is very good. Every Fiscal Year the county is audited by local CPAs. For the past 15 FYs Woodbury County has prepared their annual financial report in the format prescribed by GASB (Governmental Standards of Accounting Board). Also, for the past 15 FYs Woodbury County's CAFR (Certified Annual Financial Report) has received the Certificate of Achievement for Excellence in Financial Reporting. This award is presented to the county after review by the Government Finance Officers Association. The CAFR report is valuable as it presents an overall status of the strong financial condition of Woodbury County. Furthermore, the county was issued an enviable unqualified opinion on the financial statements for the last 15 years.

The county was issued an unqualified opinion on the financial statements for the last 15 fiscal years.

The county has been very prudent in regards to borrowing funds for county purposes. The constitutional debt limit for Woodbury County is based on 5% of the total assessed value of Woodbury County. The debt limit for the county is \$348,430,698. Currently the county has outstanding debt of \$4,315,400 which represents use of only 1.24% of the county's debt capacity. The bond rating for Woodbury County is an "A". In comparison to the top 20 most populated counties in Iowa, Woodbury County ranks 15<sup>th</sup> in terms of lowest use of its bonding capacity.

The budget process improved in 2015 to provide better transparency to the public and also to provide more information to the Board of Supervisors. The three major changes to the process were the following three documents, (1) the Capital Improvement Project (CIP) requests that

gave a five-year projection, (2) proposed Operating Expenses book and (3) an Improvement Request book that were requests for new services that are proposed for the new fiscal year.

For the past two fiscal years the tax rate (levy rate) has been reduced for taxpayers residing in our cities from \$11.42 to the current tax rate \$10.50 and for the rural people residing outside city limits from \$7.76 to \$7.45. This has all come even as unfunded mandates and labor contracts have increased.

A positive sign of the overall health of Woodbury County is related to taxable valuations. Over the past three fiscal years the tax base has grown over 10% compared to slow or no growth the previous three fiscal years. The County's total tax base as of January 1, 2016 is \$4,029,275,487.

Overall Woodbury County is in good financial condition with a very bright future, as the economic climate is growing at a rapid pace.

In the coming fiscal year 2018, there will be challenges that face the Board of Supervisors. I will summarize those challenges as follows:

First, as costs in healthcare continue to rise, a review of the Self Health Insurance fund reveals that the rates will probably have to increase. There has been much discussion on what increase would be appropriate. The final decision will come in February of 2017 after future review of actual claims and fund balances. The projected increase is proposed to be 8%.

Next all of the negotiated labor contracts are complete. There are increases each fiscal year. The contract lengths range from three to five years. With multiyear contracts budgeted, costs for future fiscal years are greatly enhanced.

Another challenge for the Board of Supervisors will be the large increases regarding building improvements revolving around the CIP requests. As some of the county's buildings are approaching 100 years in existence, there are projects that will be required to be completed to preserve the building or buildings for the next 100 years. It should be remembered that projects must have a life expectancy for more than the length of the loan to pay for the project.

There are also two department improvement requests that could have a price tag of \$331,381 in additional costs.

Another challenge will be the Sioux Rivers Region and District Health Department. Pending legislation could affect the funding of the Sioux Rivers Region in regards to taxation. The District Health Department could be affected by cutbacks in the grant programs that the District Health Department may ask to shift to local property taxpayers.

The medical costs in the county's correctional facility will be challenging as the unfunded mandates keep growing. The county has taken steps to provide services, but those services are more expensive than previous services.

The following is a summary of recommendations for the challenges that exist.

Improvement requests will need to be explained as to why there is a need for the increases that are being proposed. The Board of Supervisors must determine whether or not the position or expenditure is required by law or a critical need.

The CIP requests for FY 18 are proposed to increase. There will be three people reviewing and grading each proposed project for FY 18 using a point system and presenting their evaluations to the Board of Supervisors for final approval.

Revenue sources for all departments should be reviewed to determine if there are ways to increase revenue.

Another recommendation will be to review the per diem charge in Juvenile Detention that has been set by the Board of Supervisors at \$150 per day. At this rate the county has a potential of losing all of the BIA clients to a different and less expensive facility. This would have a dramatic effect on the revenue generated from the housing of BIA clients.

Another recommendation is to evaluate the possibility of combining various county departments to reduce costs.

The potential use of gaming and local option sales tax revenues to reduce taxation will be reviewed. Please remember that these revenues should be used as much as possible for one-time expenditures. A couple of non-one time expenditures would be the Economic Development Department and Planning & Zoning. It should be remembered that with the CF project completed, the revenues from Gaming and L.O.S.T. will be decreasing.

Keeping the supervisors informed will be very important. As with this last budget cycle, there will be a weekly update regarding the tax levy in relation to any budget changes made.

There are exciting times that will enhance the future of Woodbury County. There are proposed projects such as the Ag Expo Center and a potential new interstate interchange south of Sioux City which would enhance future developments. The completion of the Highway 20 project will further promote development in the county. Setting a responsible, forward-thinking budget will be critical to this continued success. In order to help the Board of Supervisors, my office stands ready to assist in this decision making process with good data and information to help supervisors be successful.

**Summary of Budgets to be Received on January 3, 2017**

<u>Fund</u>	<u>Department</u>		<u>Current</u>	<u>Proposed</u>	<u>Increase or Decrease</u>	
	<u>Division</u>	<u>Category - Expense</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>Dollar</u>	<u>%</u>
<b>General Basic - Tax</b>						
	<b>Treasurer</b>					
	Motor Vehicle					
		Salaries & Benefits	1,014,775	1,060,695	45,920	4.53%
		Operating	89,925	89,930	5	0.01%
		Capital & Equipment	2,500	1,000	-1,500	-60.00%
		Subtotal	<u>1,107,200</u>	<u>1,151,625</u>	<u>44,425</u>	4.01%
	Tax Division					
		Salaries & Benefits	589,974	464,561	-125,413	-21.26%
		Operating	28,850	27,300	-1,550	-5.37%
		Capital & Equipment	1,500	1,000	-500	-33.33%
		Subtotal	<u>620,324</u>	<u>492,861</u>	<u>-127,463</u>	-20.55%
	<b>Total County Treasurer - General Basic - Tax</b>		1,727,524	1,644,486	-83,038	-4.81%
	<b>Conservation</b>					
	Administration					
		Salaries & Benefits	316,789	321,559	4,770	1.51%
		Operating	27,691	27,248	-443	-1.60%
		Capital & Equipment	106,600	106,400	-200	-0.19%
		Subtotal	<u>451,080</u>	<u>455,207</u>	<u>4,127</u>	0.91%
	Parks					
		Salaries & Benefits	760,117	961,653	201,536	26.51%
		Operating	209,790	210,900	1,110	0.53%
		Capital & Equipment	4,000	4,000	0	0.00%
		Subtotal	<u>973,907</u>	<u>1,176,553</u>	<u>202,646</u>	20.81%

Naturalist					
Salaries & Benefits	295,692	304,571	8,879	3.00%	
Operating	9,700	9,050	-650	-6.70%	
Capital & Equipment	500	500	0	0.00%	
Subtotal	<u>305,892</u>	<u>314,121</u>	<u>8,229</u>	2.69%	

Nature Center					
Salaries & Benefits	0	0	0	0.00%	
Operating	48,427	48,550	123	0.25%	
Capital & Equipment	0	0	0	0.00%	
Subtotal	<u>48,427</u>	<u>48,550</u>	<u>123</u>	0.25%	

<b>Total Conservation -General Basic - Tax</b>	<b>1,779,306</b>	<b>1,994,431</b>	<b>215,125</b>	<b>12.09%</b>	
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**Non Tax Funds**

**Reap**

Salaries & Benefits	0	0	0	0.00%	
Operating	40,000	50,000	10,000	25.00%	
Capital & Equipment	0	0	0	0.00%	
Subtotal	<u>40,000</u>	<u>50,000</u>	<u>10,000</u>	25.00%	

**Conservation Reserve**

Conservation Administration					
Salaries & Benefits	0	0	0	0.00%	
Operating	0	0	0	0.00%	
Capital & Equipment	80,000	80,000	0	0.00%	
Subtotal	<u>80,000</u>	<u>80,000</u>	<u>0</u>	0.00%	

Nature Center Gift Shop					
Salaries & Benefits	0	0	0	0.00%	
Operating	3,000	3,000	0	0.00%	
Capital & Equipment	0	0	0	0.00%	
Subtotal	<u>3,000</u>	<u>3,000</u>	<u>0</u>	0.00%	



Nature Center Programs				
Salaries & Benefits	30,097	36,458	6,361	21.13%
Operating	16,100	17,000	900	5.59%
Capital & Equipment	0	0	0	0.00%
Subtotal	<u>46,197</u>	<u>53,458</u>	<u>7,261</u>	15.72%

<b>Total Conservation reserve - Non-Tax Fund</b>	169,197	186,458	17,261	10.20%
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**General Basic - Tax**

**General Relief**

Administration				
Salaries & Benefits	0	0	0	0.00%
Operating	26,950	26,950	0	0.00%
Capital & Equipment	0	0	0	0.00%
Subtotal	<u>26,950</u>	<u>26,950</u>	<u>0</u>	0.00%

Assistance to Poor

Salaries & Benefits	0	0	0	0.00%
Operating	109,700	130,000	20,300	18.51%
Capital & Equipment	0	0	0	0.00%
Subtotal	<u>109,700</u>	<u>130,000</u>	<u>20,300</u>	18.51%

<b>Total General Relief -General Basic - Tax</b>	136,650	156,950	20,300	0.148555
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*WOODBURY COUNTY*  
***COMMISSION OF VETERAN AFFAIRS***

*Agenda*

*January 3, 2017*

*4:45 PM*

Open Meeting

Approve December 6, 2016 Meeting Minutes as e-mailed.

Approve January Claims. Total Presented for approval today: \$1,114.54.

**OLD BUSINESS:**

Director Dempster provided an update on the budget. 2017 Budget Hearing will be on January 24, 2017.

**NEW BUSINESS:**

Director's Report.

**GOOD & WELFARE:**

Next Meeting – February 7, 2017.

# WOODBURY COUNTY E911 SERVICE BOARD

Chairman Gary Merkel  
Vice-Chairman Max Dunnington  
Executive Member Jeff Redmond  
Executive Member David Amick  
Treasurer Wendi Hess  
Secretary Glenn Sedivy

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## MEETING NOTICE

**DATE: January 11<sup>th</sup>, 2017**

**TIME: 7:30 p.m.**

**PLACE: Climbing Hill Substation**

- I. Meeting called to order
- II. Approve minutes of the November 9<sup>th</sup>, 2016 Regular Meeting
- III. New Business
  - a. Open FY18 Operating Budget Public Hearing
  - b. Close FY18 Operating Budget
  - c. Approve FY18 Operating Budget
  - d. Approve any outstanding claims
  - e. Treasurer's Report's
  - f. Authorize Chairman to sign State of Iowa Request for Iowa Wireless E911 Funds form Attachment C for FY18
  - g. FY17 Operating Budget amendments
  - h. Set Public Hearing for FY17 Operating Budget Amendment for March 8, 2017 at 7:30 pm
  - i. Update on Next Generation 911
- V. Open Items
- IV. Adjourn
- V. (Next meeting)

**NEXT REGULAR MEETING WEDNESDAY  
March 8<sup>th</sup>, 2017 @ 7:30 pm**

# **WOODBURY COUNTY E911 SERVICE BOARD**

**Chairman Gary Merkel  
Vice-Chairman Max Dunnington  
Executive Member Jeff Redmond  
Executive Member David Amick  
Treasurer Wendi Hess  
Secretary Glenn Sedivy**

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## **MARK YOUR CALENDER**

**REGULAR MEETING DATES FOR 2017  
Climbing Hill Disaster Services Class room**

7:30 pm JANUARY 11<sup>th</sup>  
7:30 pm MARCH 8<sup>th</sup>  
6:30 pm MAY 10<sup>th</sup>  
6:30 pm JULY 12<sup>th</sup>  
6:30 pm SEPTEMBER 13<sup>th</sup>  
6:30 pm NOVEMBER 8<sup>th</sup>

**Times could change depending if there is a Landfill meeting the same night**

**WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.**

<u>DATE</u>	<u>Day</u>	<u>DAILY TOTAL</u>	<u>LEC</u>	<u>ELECTRONIC MONITORING</u>	<u>PRAIRIE HILLS</u>	<u>FEDERAL PRISONERS</u>
12/3/16	Saturday	220	209	11	0	19
12/4/16	Sunday	231	220	11	0	19
12/5/16	Monday	221	210	11	0	19
12/6/16	Tuesday	224	213	11		19
12/7/16	Wednesday	222	211	11	0	22
12/8/16	Thursday	208	196	12	0	13
12/9/16	Friday	207	195	12	0	16
		<b>1533</b>	<b>1454</b>	<b>79</b>	<b>0</b>	<b>127</b>
<b>24 HOUR DAILY COUNT</b>						
<u>DATE</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>			
12/3/16	244	202	42			
12/4/16	239	199	40			
12/5/16	240	201	39			
12/6/16	245	205	40			
12/7/16	239	202	37			
12/8/16	247	210	37			
12/9/16	222	183	39			
	<b>1676</b>	<b>1402</b>	<b>274</b>			
*Highest population count each day						

**WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.**

<u>DATE</u>	<u>Day</u>	<u>DAILY TOTAL</u>	<u>LEC</u>	<u>ELECTRONIC MONITORING</u>	<u>PRAIRIE HILLS</u>	<u>FEDERAL PRISONERS</u>
12/10/16	Saturday	214	202	12	0	18
12/11/16	Sunday	219	207	12	0	18
12/12/16	Monday	201	189	12	0	18
12/13/16	Tuesday	204	192	12	0	16
12/14/16	Wednesday	207	198	9	0	15
12/15/16	Thursday	195	186	9	0	18
12/16/16	Friday	195	187	8	0	18
		<b>1435</b>	<b>1361</b>	<b>74</b>	<b>0</b>	<b>121</b>
<b>24 HOUR DAILY COUNT</b>						
<u>DATE</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>			
12/10/16	229	193	36			
12/11/16	228	194	34			
12/12/16	225	191	34			
12/13/16	217	182	35			
12/14/16	222	183	39			
12/15/16	213	175	38			
12/16/16	216	176	40			
	<b>1550</b>	<b>1294</b>	<b>256</b>			
*Highest population count each day						

**WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.**

<u>DATE</u>	<u>Day</u>	<u>DAILY TOTAL</u>	<u>LEC</u>	<u>ELECTRONIC MONITORING</u>	<u>PRAIRIE HILLS</u>	<u>FEDERAL PRISONERS</u>
12/17/16	Saturday	188	180	8	0	16
12/18/16	Sunday	188	180	8	0	16
12/19/16	Monday	183	175	8	0	16
12/20/16	Tuesday	181	174	7	0	15
12/21/16	Wednesday	189	183	6	0	17
12/22/16	Thursday	177	173	4	0	18
12/23/16	Friday	182	176	6	0	22
		<b>1288</b>	<b>1241</b>	<b>47</b>	<b>0</b>	<b>120</b>
<b>24 HOUR DAILY COUNT</b>						
<u>DATE</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>			
12/17/16	218	182	36			
12/18/16	196	164	32			
12/19/16	194	163	31			
12/20/16	195	164	31			
12/21/16	202	170	32			
12/22/16	195	162	33			
12/23/16	197	161	36			
	<b>1397</b>	<b>1166</b>	<b>231</b>			
*Highest population count each day						