



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS  
(SEPTEMBER 4, 2018) (WEEK 35 OF 2018)**

Live streaming at:  
<https://www.youtube.com/user/woodburycountyiowa>

Agenda and Minutes available at:  
[www.woodburycountyiowa.gov](http://www.woodburycountyiowa.gov)

Rocky L. De Witt 253-0421 <a href="mailto:rdewitt@woodburycountyiowa.gov">rdewitt@woodburycountyiowa.gov</a>	Marty J. Pottebaum 251-1799 <a href="mailto:mpottebaum@woodburycountyiowa.gov">mpottebaum@woodburycountyiowa.gov</a>	Keith W. Radig 560-6542 <a href="mailto:kradig@woodburycountyiowa.gov">kradig@woodburycountyiowa.gov</a>	Jeremy J. Taylor 259-7910 <a href="mailto:jtaylor@woodburycountyiowa.gov">jtaylor@woodburycountyiowa.gov</a>	Matthew A. Ung 490-7852 <a href="mailto:matthewung@woodburycountyiowa.gov">matthewung@woodburycountyiowa.gov</a>
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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held September 4, 2018 at **4:30 p.m.** in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

This is a formal meeting during which the Board may take official action on various items of business. If you wish to speak on an item, please follow the seven participation guidelines adopted by the Board.

1. Anyone may address the Board on any agenda item after initial discussion by the Board.
2. Speakers will approach the microphone one at a time and be recognized by the Chair.
3. Speakers will give their name, their address, and then their statement.
4. Everyone will have an opportunity to speak. Therefore, your remarks may be limited to three minutes on any one item.
5. At the beginning of the discussion on any item, the Chair may request statements in favor of an action be heard first followed by statements in opposition to the action.
6. Any concerns or questions you may have which do not relate directly to a scheduled item on the agenda will also be heard under the first or final agenda item "Citizen Concerns."
7. For the benefit of all in attendance, please silence cell phones and other devices while in the Board Chambers.

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**AGENDA**

**3:30 p.m.** 1. Closed Session {Iowa Code Section 21.5 (1) (c)}  
**First Floor Boardroom**

**4:30 p.m.** Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence

- |                           |             |
|---------------------------|-------------|
| 2. Citizen Concerns       | Information |
| 3. Approval of the agenda | Action      |

**Consent Agenda**

**Items 4 through 6 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate vote is requested by a Board Member.**

4. Approval of the minutes of the August 28, 2018 meeting
5. Approval of claims
6. Human Resources – Melissa Thomas
  - a. Approval of Memorandum of Personnel Transaction
  - b. Authorization to Initiate Hiring Process

**End Consent Agenda**

- |  |             |
|--|-------------|
| 7. Community Economic Development – David Gleiser  |             |
| a. Receive 4 <sup>th</sup> Quarter Progress Report on SIMPCO Membership Activity with Rural Cities | Action      |
| b. Evaluation of County Financial Assistance for SIMPCO Membership Dues with Rural Cities          | Information |
| c. SIMPCO Membership Proposal for Rural Cities   | Action      |
| 8. Reports on Committee Meetings   | Information |
| 9. Citizen Concerns  | Information |
| 10. Board Concerns   | Information |

## **ADJOURNMENT**

*Subject to Additions/Deletions*

## CALENDAR OF EVENTS

<b>TUES., SEPT. 4</b>	<b>4:45 p.m.</b>	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
<b>WED., SEPT. 5</b>	<b>9:00 a.m.</b>	Loess Hills Alliance Stewardship Committee meeting, Pisgah, Iowa
	<b>10:30 a.m.</b>	Loess Hills Alliance Executive meeting
	<b>12:00 p.m.</b>	District Board of Health Meeting, 1014 Nebraska St.
	<b>1:00 p.m.</b>	Loess Hills Alliance Full Board meeting, Pisgah, Iowa
<b>WED. SEPT. 12</b>	<b>8:05 a.m.</b>	Woodbury County Information Communication Commission, First Floor Boardroom
	<b>6:30 p.m.</b>	911 Service Board Meeting, Public Safety Center, Climbing Hill
	<b>8:00 p.m.</b>	County's Mayor Association Meeting, Public Safety Center, Climbing Hill
<b>THURS., SEPT. 13</b>	<b>4:30 p.m.</b>	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
<b>WED. SEPT. 19</b>	<b>10:00 a.m.</b>	Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook St.
	<b>12:00 p.m.</b>	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
<b>THUR. SEPT. 20</b>	<b>4:30 p.m.</b>	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
<b>TUES., SEPT. 25</b>	<b>6:00 p.m.</b>	Zoning Commission Meeting, First Floor Boardroom
	<b>2:00 p.m.</b>	Decat Board Meeting, Western Hills AEA, Room F
	<b>1:00 p.m.</b>	Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars, Iowa
<b>THUR., SEPT. 27</b>	<b>11:00 a.m.</b>	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St.

**The following Boards/Commission have vacancies:** Commission to Assess Damages - Category A, Category B, Category C and Category D, Civil Service Commission; Library Board of Trustees; Civil Service Commission

**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.*

**AUGUST 28, 2018, THIRTY-FOURTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Tuesday, August 28, 2018 at 4:30 p.m. Board members present were Ung, De Witt, Pottebaum, Radig, and Taylor (by phone). Staff members present were Dennis Butler, Budget/Tax Analyst, Heather Satterwhite, Public Bidder, Melissa Thomas, Human Resources Director, and Michelle Skaff, Deputy Auditor/Clerk to the Board.

The regular meeting was called to order with the Pledge of Allegiance to the Flag and a Moment of Silence.

- 1. There were no citizen concerns.
- 2. Motion by De Witt second by Ung to approve the agenda for August 28, 2018. Carried 5-0. Copy filed.

Motion by De Witt second by Ung to approve the following items by consent:

- 3. To approve minutes of the August 21, 2018 meeting. Copy filed.
- 4. To approve the claims totaling \$1,023,279.87. Copy filed.
- 5. To approve the appointment of Richard Ellison to the Woodbury County Civil Service Commission. Copy filed.
- 6a. To approve the appointment of Caleb Edwards, Sheriff Deputy, County Sheriff Dept., effective 08-29-18, \$23.70/hour. Appointment by County Sheriff.; the other of Brad Carlson, P/T Courthouse Safety & Security Officer, County Sheriff Dept., effective 09-01-18. Paid personal days & holiday hours change to 3 hours per holiday/personal day.; the other of Rocky De Witt, P/T Courthouse Safety & Security Officer, County Sheriff Dept., effective 09-01-18. Paid personal days & holiday hours change to 3 hours per holiday/personal day. the other of Wendy Erickson, P/T Courthouse Safety & Security Officer, County Sheriff Dept., effective 09-01-18. Paid personal days & holiday hours change to 4 hours per holiday/personal day.; the other of Gregory Shinkunas, P/T Courthouse Safety & Security Officer, County Sheriff Dept., effective 09-01-18. Paid personal days & holiday hours change to 4 hours per holiday/personal day.; the other of Sheryl Skaff, P/T Courthouse Safety & Security Officer, County Sheriff Dept., effective 09-01-18. Paid personal days & holiday hours change to 3 hours per holiday/personal day.; the appointment of Jeanne Zyzda, Clerk II, Human Resources Dept., effective 09-05-18, \$16.43/hour. Job Vacancy Posted 7-11-18. Entry Level Salary: \$16.43/hour.; the reclassification of Jason Weitzel, Custodian, Building Services Dept., effective 09-12-18, \$18.69/hour, 8%=\$1.42/hr. Per AFSCME Courthouse Contract agreement, from Grade 1/Step 4 to Grade 1/Step 5.; and the reclassification of Douglas Shupe, District Foremen, Secondary Roads Dept., effective 09-14-18, \$71,767.18/year, 2%=\$1,453.30/yr. Per Wage Plan Matrix, 6 year Salary Increase. Copy filed.
- 6b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Motor Grader Operator, Secondary Roads Dept. CWA: \$23.15/hour. Copy filed.
- 6c. To approve the flu shots. Copy filed.
- 7. To approve the permit to work in the right of way for the Northern Natural Gas. Copy filed.

Carried 5-0, De Witt abstained from the item involving courthouse security.

- 8. Motion by Pottebaum second by Radig to approve ICTS Business Associate Agreement. Carried 5-0. Copy filed.
- 9a. Motion by Radig second by Ung to award the quote for equipment trailer to Murphy Tractor for \$63,800. Carried 5-0. Copy filed.
- 9b. Bid letting was held for PCC patching. The bids are as follows:

Ten Point construction, Denison, IA	\$101,085.08
Cedar Falls Construction, Cedar Falls, IA	\$130,559.75

Motion by Radig second by Ung to award the bid for PCC patching to Ten Point Construction for \$101,085.08. Carried 5-0. Copy filed.

10. Motion by Pottebaum second by De Witt to approve to purchase Lexipol Law Enforcement and Custody Policy Manual and Integrated Daily Training Bulletin Services to be funded by gaming funds in the amount of \$49,039. Carried 4-1; Radig opposed. Copy filed.
11. Motion by Radig second by Ung to approve the amended contract with Tyler Technology. Carried 5-0. Copy filed.
12. The Board heard reports on committee meetings.
13. There were no citizen concerns.
14. There were no board concerns.

The Board adjourned the regular meeting until September 4, 2018.

Meeting sign in sheet. Copy filed.

**HUMAN RESOURCES DEPARTMENT**  
**MEMORANDUM OF PERSONNEL TRANSACTIONS**

**DATE:** September 4, 2018

**\* 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
Edwards, Caleb	County Sheriff	8-29-18	Sheriff Deputy	\$27.55/hour	16%=\$3.85/hour	R	Per County Sheriff, reclassification from Class 2 to Class 1.
Shannon, Tarsha	County Sheriff	8-30-18	Civilian Jailer			S	Resignation.
Masters, Donovan	County Sheriff	9-05-18	Sheriff Deputy	\$27.55/hour	16%=\$3.85/hour	R	Per County Sheriff, reclassification from Class 2 to Class 1.
Johnson, Zachary	County Sheriff	9-05-18	Sheriff Deputy	\$23.70/hour	23%=\$4.42/hr	P	Promotion from Civilian Jailer to Deputy.
Foxhoven, Thomas	Secondary Roads	9-12-18	Motor Grader Operator	\$23.86/hour	3%=\$.71/hr	E	Per CWA Secondary Roads Contract agreement, End of Probation Salary Increase.
Trobaugh, Todd	County Sheriff	11-02-18	%Deputy-Lieutenant			S	Resignation.
Garrett, Willie	County Sheriff	11-02-18	%Deputy-Lieutenant	\$84,291.17/year	25%=\$17,190.37/yr	P	Promotion from Deputy to %Deputy-Lieutenant.

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

**MELISSA THOMAS, HR DIRECTOR:** *Melissa Thomas HR Director*

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

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

**FROM:** Melissa Thomas, Human Resources Director

**SUBJECT:** Memorandum of Personnel Transactions

**DATE:** September 4, 2018

For the September 4, 2018 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

1. County Sheriff Deputy, from Class 2 to Class 1.
2. County Sheriff Civilian Jailer, Resignation.
3. County Sheriff Deputy, from Class 2 to Class 1.
4. County Sheriff Promotion from Civilian Jailer to Deputy.
5. Secondary Roads Motor Grader Operator, End of Probation Salary Increase.
6. County Sheriff %Deputy-Lieutenant, Resignation.
7. County Sheriff Promotion from Deputy to %Deputy-Lieutenant.

Thank you



## Woodbury County Sheriff's Office

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LAW ENFORCEMENT CENTER  
P. O. BOX 3715 SIOUX CITY, IOWA 51102

DAVID A. DREW, SHERIFF

PHONE: 712.279.6010  
E-MAIL: [ddrew@woodburycountyiowa.gov](mailto:ddrew@woodburycountyiowa.gov)  
FAX: 712.279.6522

29 Aug 2018

To the Board of Supervisors and Human Resources Department,

This letter is to inform Woodbury County of my intention to start recently hired Deputy Sheriff Caleb R. Edwards, as a Class I Deputy Sheriff. Deputy Edwards will begin work on Wednesday, August 29, 2018.

Deputy Edwards came to the Woodbury County Sheriff's Office with 2 1/2 years of law enforcement experience with the Osceola County Sheriff's Office. He is already a state certified law enforcement officer through the Iowa Law Enforcement Academy. Because of Deputy Edwards training and experience, he greatly reduces the cost of his hire by not needing the expensive Academy training. We are also able to provide him with an abbreviated field training program, which saves the County even more.

To attract this type of deputy recruit, it is necessary that the deputy recruits experience and training be recognized through the increased starting rate of pay over an untrained, inexperienced deputy filling the same position. Please prepare the appropriate paperwork necessary to fulfill this objective. Thank you.

In Liberty,

A handwritten signature in cursive script that reads "David Drew".

Dave Drew, Sheriff

Cc: file





## Woodbury County Sheriff's Office

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FAX: 712.279.6522

29 Aug 2018

To the Board of Supervisors and Human Resources Department,

This letter is to inform Woodbury County of my intention to move recently hired Deputy Sheriff Donovan Masters, to a Class I Deputy Sheriff, effective immediately. Deputy Masters began work on Monday, December 18, 2017.

Deputy Masters came to the Woodbury County Sheriff's Office with 5 years of law enforcement experience with the Sergeant Bluff Police Department. He was already a state certified law enforcement officer through the Iowa Law Enforcement Academy. Because of Deputy Masters training and experience, he greatly reduced the cost of his hire by not needing the expensive Academy training. We were also able to provide him with an abbreviated field training program, which saved the County even more.

To attract this type of deputy recruit, it is necessary that the deputy recruits experience and training be recognized through the increased rate of pay over an untrained, inexperienced deputy filling the same position. Please prepare the appropriate paperwork necessary to fulfill this objective. Thank you.

In Liberty,

A handwritten signature in cursive script that reads "David Drew".

Dave Drew, Sheriff

Cc: file



## Woodbury County Sheriff's Office

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FAX: 712.279.6522

29 Aug 2018

To the Woodbury County Board of Supervisors & Human Resources Department,

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to hire Zachary Johnson as a sworn Deputy Sheriff, effective September 5, 2018, for the position recently vacated by Lt. Todd Trobaugh's resignation. We request this be placed on the agenda for the Tuesday, September 4, 2018, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "David Drew".

Dave Drew, Sheriff

Cc: file

**HUMAN RESOURCES DEPARTMENT  
WOODBURY COUNTY, IOWA**

#6b

DATE: September 4, 2018

**AUTHORIZATION TO INITIATE HIRING PROCESS**

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	(2) Civilian Jailers	CWA Civilian Officers: \$19.28/hour		
County Sheriff	Sheriff Deputy	CWA Deputy Sheriffs: \$23.70/hour		
County Sheriff	% Deputy – Lieutenant	80% of Sheriff’s Salary: \$84,291.17/year		
	*Please see attached memos.			

\_\_\_\_\_  
Chairman, Board of Supervisors



## Woodbury County Sheriff's Office

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DAVID A. DREW, SHERIFF

PHONE: 712.279.6010  
E-MAIL: [ddrew@woodburycountyiowa.gov](mailto:ddrew@woodburycountyiowa.gov)  
FAX: 712.279.6522

30 August 2018

To the Woodbury County Board of Supervisors & Human Resources Department,

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for a Correctional Officer position, September 5th, 2018. We request this be placed on the agenda for the Tuesday, September 4<sup>th</sup>, 2018, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "David Drew".

Dave Drew, Sheriff

Cc: file



## Woodbury County Sheriff's Office

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FAX: 712.279.6522

30 August 2018

To the Woodbury County Board of Supervisors & Human Resources Department,

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for a female Correctional Officer position, September 5th, 2018. We request this be placed on the agenda for the Tuesday, September 4<sup>th</sup>, 2018, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "David Drew".

Dave Drew, Sheriff

Cc: file



## Woodbury County Sheriff's Office

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FAX: 712.279.6522

29 August 2018

To the Woodbury County Board of Supervisors & Human Resources Department,

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to hire for a Deputy Sheriff position, recently vacated by Lt. Todd Trobaugh's resignation. We request this be placed on the agenda for the Tuesday, September 4, 2018, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "David Drew".

Dave Drew, Sheriff

Cc: file



## Woodbury County Sheriff's Office

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FAX: 712.279.6522

29 Aug 2018

To the Woodbury County Board of Supervisors & Human Resources Department,

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to promote for an appointed Lieutenant. With the recent resignation of Lt. Todd Trobaugh, Deputy Sheriff Willie Garrett will be promoted to the rank of Lieutenant. This promotion will be effective Friday, November 2, 2018. We request this be placed on the agenda for the Tuesday, September 4, 2018, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "David Drew".

Dave Drew, Sheriff

Cc: file

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

#7a

Date: 8/30/18 Weekly Agenda Date: 9/4/18

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** David Gleiser, CED Director

**WORDING FOR AGENDA ITEM:**

4th Quarter Progress Report on SIMPCO Membership Activity with Rural Cities

**ACTION REQUIRED:**

- |  |   |  |
|--|---|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/>   | Approve Motion <input checked="" type="checkbox"/> |
| Public Hearing <input type="checkbox"/>    | Other: Informational <input type="checkbox"/> | Attachments <input checked="" type="checkbox"/>    |

**EXECUTIVE SUMMARY:**

This is the final quarterly progress report from SIMPCO on their work with rural cities that chose to accept the county's offer to pay for half of their membership dues to SIMPCO during FY17-18.

**BACKGROUND:**

This is the 2nd year the Board agreed to pay for 50% of the membership dues for rural cities to receive SIMPCO services. \$7,293 in Local Option Sales Tax (LOST) funds were allocated for all 14 cities. 12 cities accepted the offer so the county's actual cost was \$5,917. The remaining \$1,376 was deobligated.

**FINANCIAL IMPACT:**

\$5,917 (LOST funds) FY17-18

**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:**

Receive the 4th quarter report.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to receive the 4th quarter report from SIMPCO for fiscal year 17-18.





Siouxland Interstate Metropolitan Planning Council

1122 PIERCE STREET • SIOUX CITY IOWA • 51105 • PHONE 712.279.6286 • FAX 712.279.6920 • EMAIL SIMPCO@SIMPCO.ORG

**MEMORANDUM**

TO: David Gleiser, Woodbury County Community and Economic Development Director

FROM: Michelle Bostinelos, SIMPCO Executive Director *MB*

DATE: August 1, 2018

RE: SIMPCO Progress Report Qtr. 4 | April 1 – June 30, 2018

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The Woodbury County Board of Supervisors agreed to pay for one half of rural Woodbury County communities' membership dues to SIMPCO for FY 2018 (July 1, 2017 – June 30, 2018). The goal of the partnership is for rural Woodbury County communities to utilize the Siouxland Interstate Metropolitan Planning Council (SIMPCO) in providing tools, research, technical assistance and regional collaboration to help grow community and economic development project across Woodbury County.

For FY 2018, the following communities signed-up for a SIMPCO Membership: Anthon, Bronson, Correctionville, Cushing, Danbury, Hornick, Lawton, Merville, Oto, Salix, Sergeant Bluff and Smithland.

Information in this report demonstrates project(s)/information requested, total time, and estimated value of services offered directly to each of the communities as well as the indirect value of SIMPCO membership and regional collaboration.

During the 4<sup>th</sup> quarter, SIMPCO spent approximately 129 direct hours which equals an estimated value of \$8,772 assisting member communities in Woodbury County. Indirect time working on projects, committees, regional projects, and outreach that indirectly benefits Woodbury County communities is estimated at 238 hours or an estimated value of \$16,184. The net benefit of SIMPCO membership for rural Woodbury County communities in the third quarter is equaled \$24,956.



#### **Fourth Quarter Notes:**

- Woodbury County communities received the following electronic newsletters and information sent out by SIMPCO:
  - *SIMPCO Updates* – April 2018, June 2018,
  - Invite to Annual Meeting and Special Announcement - April 2018
  - Transportation Improvement Program Public Comment – May 2018
  - SIMPCO Newsletter- April 2018, May 2018
  - SIMPCO Services Survey – June 2018
  - SIMPCO Success Story – June 2018
  - SIMPCO Staff Spotlight – June 2018
  
- During the 4<sup>th</sup> quarter SIMPCO staff announced the award of funds from the U.S. Economic Development Administration (EDA) to conduct a U.S. 20 Highway Economic Development Study. Staff spent time beginning the draft of the study. Lawton, Merville, Sergeant Bluff, Correctionville and Cushing have representation on the steering committee for the study. The steering committee met on May 23<sup>rd</sup> in Correctionville.
  
- SIMPCO continues to work with Woodbury County, Sergeant Bluff, Sioux City and the Iowa DOT on the Interchange Justification Report (IJR) for Woodbury County. SIMPCO staff spent time in the 4<sup>th</sup> quarter running modeling scenarios. In addition, SIMPCO staff attended the stakeholder meeting that was held in June.
  
- The communities of Salix, Danbury and Hornick were successful receiving MRHD grants awards with grant writing assistance from SIMPCO. In addition, SIMPCO submitted a CDBG grant for housing for Correctionville during the 4<sup>th</sup> quarter.
  
- Iowa West Coast Initiative met with volunteers from the *Launch It Program* (Correctionville) to find out more about the program and how to expand it into a regional event.
  
- During the 4<sup>th</sup> quarter, SIMPCO hosted the Annual Meeting. The guest speaker was Mark Lowe from the Iowa DOT. The event was very well attended and gave the opportunity for members to network.
  
- Other opportunities for SIMPCO members to get involved during the 4<sup>th</sup> quarter including the Regional Policy and Legislative Committee meetings (held in April and May) and the SIMPCO Board of Directors meetings (held in May).
  
- The Grow Siouxland Taskforce Developed Regional Housing Study Proposal The proposal is concentrated along the I-29 Corridor from North Sioux City to Sergeant Bluff and on the U.S Highway 75 Corridor to Le Mars.
  
- Unlike the other rural Woodbury County communities, Sergeant Bluff is part of the SIMPCO Metropolitan Planning Organization (MPO) and the urban area of Sioux City.

MPO work may not be specifically directed to Sergeant Bluff but pertains to metropolitan transportation planning as a whole and Sergeant Bluff's placement in the MPO. Twenty percent of MPO funds are from MPO members' dues used as local match to complete the necessary work required to ensure federal transportation funds continue to flow into the metropolitan region.

- SIMPCO leads or participates in several groups and committees that benefit Woodbury County rural communities through regional cooperation. During the first quarter, SIMPCO lead or participated in the following committees/boards/organizations/groups:
  - Grow Siouxland Taskforce (May, June)
  - SIMPCO MPO Transportation Advisory Committee and Policy Board (May, June)
  - Tri-State Incident Management Team (April, May, June)
  - Local Emergency Planning Committee
  - Western Iowa Community Improvement Regional Housing Trust Fund (June)
  - Iowa Association of Councils of Governments (ICOG) (April, June)
  - SIMPCO MPO Bicycle/Pedestrian Roundtable (April, May, June)
  - Siouxland Chamber of Commerce Transportation Committee (May)
  - Siouxland Chamber Legislative Committee (May)
  - Siouxland Regional Transportation Planning Association (SIMPCO-RPA) (April, May, June )
  - Siouxland Regional Transit System Board (May, June)
  - SIMPCO Regional Policy and Legislative Committee (April, May)
  - Iowa's West Coast Initiative (June)
  - Interchange Justification Report (IJR) for Woodbury County (June)
  - SIMPCO Water Resource Committee (April, May, June)
  - Iowa DOT Commission (April)
  - SIMPCO Annual Meeting (May)

**Opportunities:**

- The U.S. 20 Highway Economic Development Study. Several of the communities along the corridor and the entire County will benefit from the plan.
- There are plenty of grant opportunities listed on the SIMPCO website! Members should prioritize projects and contact SIMPCO to begin working applications.
- Members should utilize SIMPCO GIS services to update and digitize city maps
- Members are invited to get involved with the Regional Policy and Legislative Affairs Committee. The Committee will be meeting in the fall to discuss legislative priorities and begin to plan the Tri-State Legislative Forum which will be held in December.
- SIMPCO will hold another membership workshop in the spring of 2019.

## Siouxland Interstate Metropolitan Planning Council

### Progress Report: April 1 – June 30, 2018

Community	Community Goals/Priorities	Work During 4th Qtr.	Total Time (hours)	Estimated Value	Additional Member Fee
<p style="text-align: center;">Anthon Total Dues: \$786 Woodbury County Portion: \$393 <i>Joined September 2017</i></p>	<p style="text-align: center;">MRHD <i>Staff contact: Dawn Kimmel</i></p>	No direct work in the 4th Qtr.	<p>Qtr. 1:1 Qtr. 2:1 Qtr. 3: 8.5 Qtr. 4: 0 Total: 10.5</p>	<p>Qtr. 1: \$68 Qtr. 2: \$68 Qtr. 3: \$578 Qtr. 4: \$0 Total: \$714</p>	None
<p style="text-align: center;">Bronson Total Dues: \$636 Woodbury County Portion: \$318 <i>Joined July 2017</i></p>	<p style="text-align: center;">Would let us know after Comprehensive Plan Approval <i>Staff contact: Amanda Harper</i></p>	Housing Trust Fund	<p>Qtr. 1: 11 Qtr. 2: 0 Qtr. 3: 4 Qtr. 4: 2 Total: 17</p>	<p>Qtr. 1: \$748 Qtr. 2: \$0 Qtr. 4: \$272 Qtr. 4: \$136 Total: \$1,156</p>	None
<p style="text-align: center;">Correctionville Total Dues: \$514* Woodbury County Portion: \$257 <i>*Joined in January paying only ½ of the FY dues.</i></p>	<p style="text-align: center;">CDBG Housing Grant/Hwy 20 Economic Development Study <i>Staff contact: Amanda Harper, Nicole Peterson</i></p>	<p>CDBG for Housing application / Highway 20 Study draft chapters</p> <p>Transportation Alternative Program (TAP) application – submittal to the DOT</p>	<p>Qtr. 1: 0 Qtr. 2: 5.5 Qtr. 3: 37.5 Qtr. 4: 25 Total: 68</p>	<p>Qtr. 1: \$0 Qtr. 2: \$374 Qtr. 3: \$2,550 Qtr. 4: \$1,700 Total: \$4,624</p>	\$350 for local match to US EDA Highway 20 Economic Development Study
<p style="text-align: center;">Cushing Total Dues: \$514 Woodbury County Portion: \$257 <i>Joined July 2017</i></p>	<p style="text-align: center;">Grants Downtown Revitalization/City Hall/ Contributed to the Hwy 20 Economic Development Study <i>Staff contact: Michelle Bostinelos, Dawn Kimmel, Nicole Peterson</i></p>	Highway 20 Study draft chapters	<p>Qtr. 1: 0 Qtr. 2: 4.5 Qtr. 3: 9 Qtr. 4: 10 Total: 23.5</p>	<p>Qtr. 1: 0 Qtr. 2: \$306 Qtr. 3: \$612 Qtr. 4: \$680 Total: \$1,598</p>	\$350 for local match to US EDA Highway 20 Economic Development Study

<b>Community</b>	<b>Community Goals/Priorities</b>	<b>Work During 4th Qtr.</b>	<b>Total Time (hours)</b>	<b>Estimated Value</b>	<b>Additional Member Fee</b>
Danbury Total Dues: \$667 Woodbury County Portion: \$334 Joined December 2017	Grants: Staff contact: Michelle Bostinelos, Gabriel Appiah	AARP Grant	Qtr. 1: 1 Qtr. 2: 6.5 Qtr. 3: 15 Qtr. 4: 13 Total: 35.5	Qtr. 1: \$68 Qtr. 2: \$442 Qtr. 3: \$1,020 Qtr. 4: \$884 Total: \$2,414	none
Hornick Total Dues: \$520 Woodbury County Portion: \$260 Joined July 2017	Policies & Procedures for Council City Sign Firefighter Grants (equipment), Update Ordinances Form a Community Group Staff contact: Michelle Bostinelos, Dawn Kimmel	Provided information on code questions.	Qtr. 1: 1 Qtr. 2: 5 Qtr. 3: 5 Qtr. 4: 5 Total: 16	Qtr. 1: \$68 Qtr. 2: \$340 Qtr. 3: \$340 Qtr. 4: \$340 Total: \$1,088	none
Lawton Total Dues: \$1,113 Woodbury County Portion: \$557 Joined July 2017	Downtown Revitalization, Trails, Safe Routes to Schools/ Contributed to the Hwy 20 Economic Development Study Staff contact: Michelle Bostinelos, Jake Heil, Nicole Peterson	Safe Routes to School Coalition meetings and projects, Transportation Alternative Program (TAP) application (Submittal to the DOT). Staff assistance with trail application. Highway 20 Study draft chapters  Mayor has been attending SIMPCO Board of Director Meetings	Qtr. 1: 12 Qtr. 2: 3 Qtr. 3: 11 Qtr. 4: 15 Total: 41	Qtr. 1: \$816 Qtr. 2: \$204 Qtr. 3: \$748 Qtr. 4: \$1,020 Total: \$2,788	\$350 for local match to US EDA Highway 20 Economic Development Study

Community	Community Goals/Priorities	Work During 4 <sup>th</sup> Qtr.	Total Time (hours)	Estimated Value	Additional Member Fee
Moville Total Dues: \$1,787 Woodbury County Portion: \$894 <i>Joined December 2017</i>	Grants – Iowa Initiative for Sustainable Communities/ Community Catalyst Grant/Trail Grants / Contributed to the Hwy 20 Economic Development Study <i>Staff contact: Jake Heil, Nicole Peterson, Michelle Bostinelos</i>	Safe Routes to School Coalition meetings and projects, Transportation Alternative Program (TAP) application (Submittal to the DOT). Staff assistance with Trees Forever (Vision Iowa) Project. Highway 20 Study draft chapters	Qtr. 1: 2 Qtr. 2: 5 Qtr. 3:30.5 Qtr. 4: 15 Total: 50.5	Qtr. 1: \$136 Qtr. 2: \$340 Qtr. 3: \$2,074 Qtr. 4: \$1,020 Total: \$3,570	\$350 for local match to US EDA Highway 20 Economic Development Study
Oto Total Dues: \$380 Woodbury County Portion: \$190 <i>Joined July 2017</i>	Annual Financial Report, Budget Assistance, Code Update, Grants, Trails <i>Staff contact: Michelle Bostinelos, Sharon Burton, Ellen Dirks, Dawn Kimmel</i>	No direct work in the 4th Qtr.	Qtr. 1: 8 Qtr. 2: 12 Qtr. 3: 0 Qtr. 4: 0 Total: 20	Qtr. 1: \$544 Qtr. 2: \$816 Qtr. 3: \$0 Qtr. 4: \$0 Total: \$1,360	none
Smithland Total Dues: \$519 Woodbury County Portion: \$260 <i>Joined July 2017</i>	Financial Report, Budget Assistance <i>Staff contact: Michelle Bostinelos, Sharon Burton, Ellen Dirks</i>	No direct work in the 4 <sup>th</sup> Qtr.	Qtr. 1: 1 Qtr. 2: 6 Qtr. 3: 0 Qtr. 4: 0 Total: 7	Qtr. 1: \$68 Qtr. 2: \$408 Qtr. 3: \$0 Qtr. 4: \$0 Total: \$476	none
Salix Total Dues: \$342 Woodbury County Portion: \$171 <i>Joined in January paying only ½ of the FY dues.</i>	Cost/Benefit Analysis for Water/Sewar/Annexation/Grants <i>Staff contact: Michelle Bostinelos, Gabreil Appiah, Dawn Kimmel</i>	Call from clerk on questions/resources	Qtr. 1: 0 Qtr. 2: 1 Qtr. 3: 8.5 Qtr. 4: 2 Total: 11.5	Qtr. 1: \$0 Qtr. 2: \$68 Qtr. 3: \$578 Qtr. 4: \$136 Total: \$782	none
Sergeant Bluff Total Dues: \$4,054 Woodbury County Portion: \$2,027 <i>Joined in July 2017</i>	Safe Routes to Schools, Street Analysis, Traffic Counts, GIS mapping, Grants, Comprehensive Plan Update, Regional Issues/ Contributed to the Hwy 20 Economic Development Study <i>Staff contact: Michelle Bostinelos, Gabreil Appiah, Jake Heil, Nicole Peterson</i>	Safe Routes to School Committee to improve infrastructure, including a sidewalk assessment study. MPO documents including /passenger transportation plan/public participation plan/ TIP/performance measures/IJR. Highway 20 Study draft chapters Mayor is the Chair of SIMPCO, City Administrator is the Chair of the MPO Technical Committee. They participate in the Grow Siouxland Taskforce. Sgt. Bluff was well represented at the Annual Meeting	Qtr. 1: 19 Qtr. 2: 13 Qtr. 3: 25 Qtr. 4: 42 Total: 99	Qtr. 1: \$1,292 Qtr. 2: \$884 Qtr. 3: \$1,700 Qtr. 4: \$2,856 Total: \$6,732	\$350 for local match to US EDA Highway 20 Economic Development Study

**Direct Totals:** This includes time directly working with Woodbury County communities on projects, data collection and technical assistance.

<b>Totals Dues</b>	<b>Woodbury County Portion</b>	
\$11,882	\$5,916	
<b>Time Period</b>	<b>Total Time (hours)</b>	<b>Estimated Value</b>
<b>Quarter 1: July 1 – September 30</b>	56	\$3,808
<b>Quarter 2: October 1 – December 31</b>	62.5	\$4,250
<b>Quarter 3: January 1 – March 31</b>	154	\$10,472
<b>Quarter 4: April 1 – June 30</b>	129	\$8,772
<b>Total</b>	401.5	\$27,302

**Indirect Totals:** This includes time working on projects, committees, outreach that indirectly benefits Woodbury County communities.

<b>Program/Project</b>	<b>Total Time (hours) Qtr. 1</b>	<b>Estimated Value Qtr. 1</b>	<b>Total Time (hours) Qtr. 2</b>	<b>Estimated Value Qtr. 2</b>
Newsletter/Grant Blasts/Notification of Events/ Committees/Meetings/Boards	3	\$204	5	\$340
Regional Work (LEPC,RPA, Midstates, IJR, HAZ Mat, CEDS)	29	\$1,972	31	\$2,108
	76	\$5,168	98	\$6,664
<b>Totals:</b>	<b>108</b>	<b>\$7,344</b>	<b>134</b>	<b>\$9,112</b>
<b>Program/Project</b>	<b>Total Time (hours) Qtr. 3</b>	<b>Estimated Value Qtr. 3</b>	<b>Total Time (hours) Qtr. 4</b>	<b>Estimated Value Qtr. 4</b>
Newsletter/Grant Blasts/Notification of Events/ Committees/Meetings/Boards	3	\$204	7	\$476
Regional Work (LEPC,RPA, Midstates, IJR, HAZ Mat, CEDS/Highway 20, regional housing proposal)	80	\$5,440	85	\$5,780
	298	\$20,264	146	\$9,928
<b>Totals:</b>	<b>\$381</b>	<b>\$25,908</b>	<b>238</b>	<b>\$16,184</b>

**Total Net Benefit:**

	<b>Qtr. 1</b>	<b>Qtr. 2</b>	<b>Qtr. 3</b>	<b>Qtr. 4</b>	<b>Totals</b>
Direct Total Estimated Value	\$3,808	\$4,250	\$10,472	\$8,772	\$27,302
Indirect Total Estimated Value	\$7,344	\$9,112	\$25,908	\$16,184	\$58,548
<b>Total:</b>	<b>\$11,152</b>	<b>\$13,362</b>	<b>\$36,380</b>	<b>\$67,040</b>	
<b>Additional Grant Awards</b>					
Lawton MRHD	<b>\$50,000</b>				
Oto MRHD	<b>\$25,000</b>				
US. EDA: Highway 20 Economic Development Study				<b>\$25,000</b>	
Lawton TAP			<b>\$218,000</b>		
Correctionville TAP			<b>\$34,720</b>		
Moville TAP			<b>\$195,000</b>		
Salix MRHD				<b>\$15,000</b>	
Danbury MRHD				<b>\$12,040</b>	
Hornick MRHD				<b>\$15,000</b>	



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

Date: 8/30/18

Weekly Agenda Date: 9/4/18

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** David Gleiser, RED Director

**WORDING FOR AGENDA ITEM:**

Evaluation of County Financial Assistance for SIMPCO Membership Dues with Rural Cities

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

This item provides the Board of Supervisors with an evaluation of the county's 50% match for SIMPCO membership dues with rural cities during the 2016-17 and 2017-18 fiscal years.

**BACKGROUND:**

In April 2016, the Board voted in favor to provide rural cities with a 50% match to pay for membership dues to SIMPCO for FY16-17. 8 cities accepted the offer. The county's share was \$4,288. In FY16-17, the net benefit received was \$50,694 (SIMPCO's direct costs: \$33,762, and indirect costs: \$16,932).

In September 2017, the Board voted in favor to provide rural cities with a 50% match to pay for membership dues to SIMPCO for FY17-18. 12 cities accepted the offer. The county's share was \$5,917. In FY17-18, the net benefit received was \$85,850 (SIMPCO's direct costs: \$27,302, and indirect costs: \$58,548).

During the last 2 fiscal years Woodbury County expended \$10,205 in LOST funds and received a total net benefit of \$136,544.

Rural cities receiving SIMPCO services are surveyed annually. Included in your materials are copies of the survey responses.

**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:**

- Continue to budget for SIMPCO membership dues for all 14 rural cities out of LOST funds (\$7,292)
- Require the CED Director to inform all 14 rural cities of the county's offer.
- Require cities receiving funds for dues to work with SIMPCO and develop an annual project priority list.
- Require SIMPCO staff to contact dues-paying members at least quarterly to see if they need assistance.
- Require quarterly and annual progress reports from SIMPCO.
- Require the CED Director to re-evaluate the project at the end of the fiscal year.

**ACTION REQUIRED / PROPOSED MOTION:**

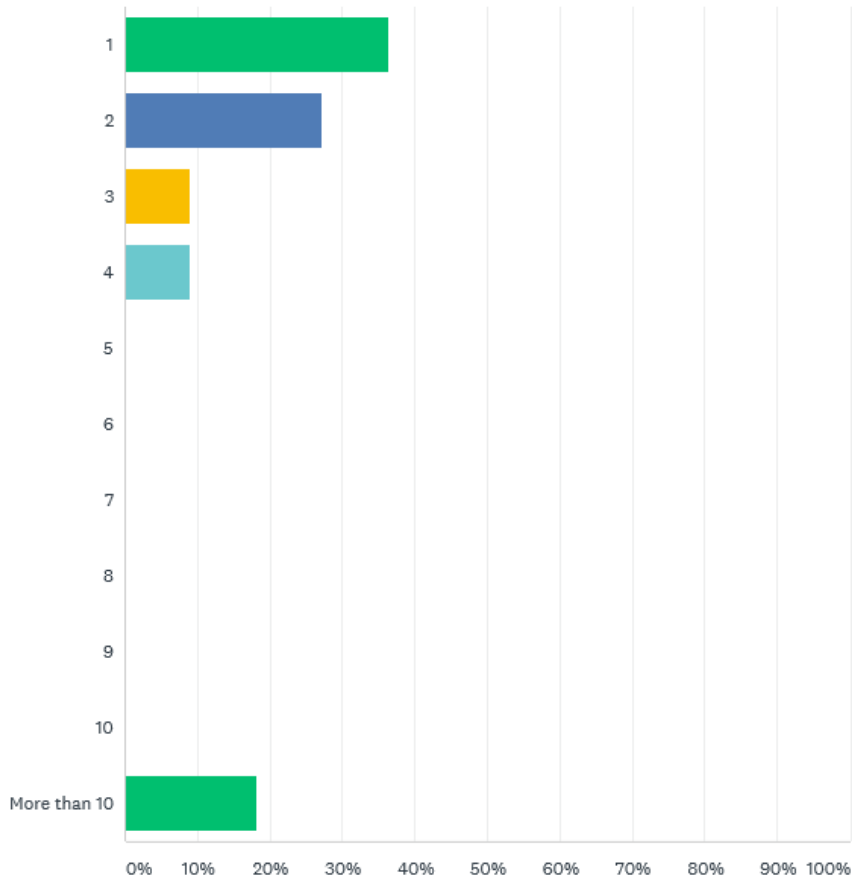
None

# FY17-18 SIMPCO Satisfaction Survey

Survey conducted by the Rural Economic Development Department

Sent to and completed by: Anthon, Bronson, Correctionville, Cushing, Danbury, Hornick (DID NOT RESPOND), Lawton, Merville, Oto, Salix, Sergeant Bluff, and Smithland

## 1. In the last 12 months, how many times did you use SIMPCO's services?



ANSWER CHOICES	RESPONSES
▼ 1	36.36% 4
▼ 2	27.27% 3
▼ 3	9.09% 1
▼ 4	9.09% 1
▼ 5	0.00% 0
▼ 6	0.00% 0
▼ 7	0.00% 0
▼ 8	0.00% 0
▼ 9	0.00% 0
▼ 10	0.00% 0
▼ More than 10	18.18% 2
<b>TOTAL</b>	<b>11</b>

**2. Please describe how SIMPCO helped you. (If you didn't use them, type NA)**

Anthon: Applied for a MRHD grant

Bronson: NA

Correctionville: They assisted us with Grant writing and applied for a housing grant

Cushing: We looked into grants

Danbury: Reviewed the grants that our grant writer does

Hornick: Did not respond to survey

Lawton: Sidewalks, Trail grants, Highway 20 plans

Moville: Reviewing grants before we submitted them.

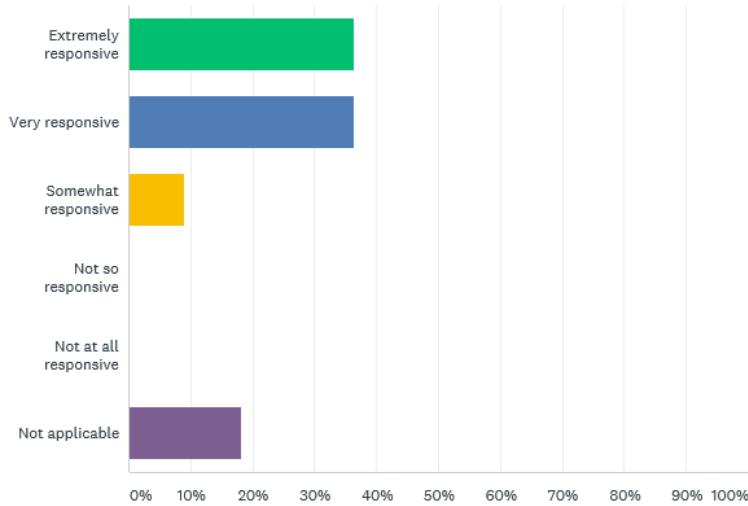
Oto: Preparing the annual report and preparing the budget

Salix: Spring MRHD Grant

Sergeant Bluff: Complete Streets committee meets 6 times a year. Transportation helps for federal aid. Used traffic counter equipment once. Sidewalk inspection. Sidewalk/trail GIS map. Hwy 20 corridor study.

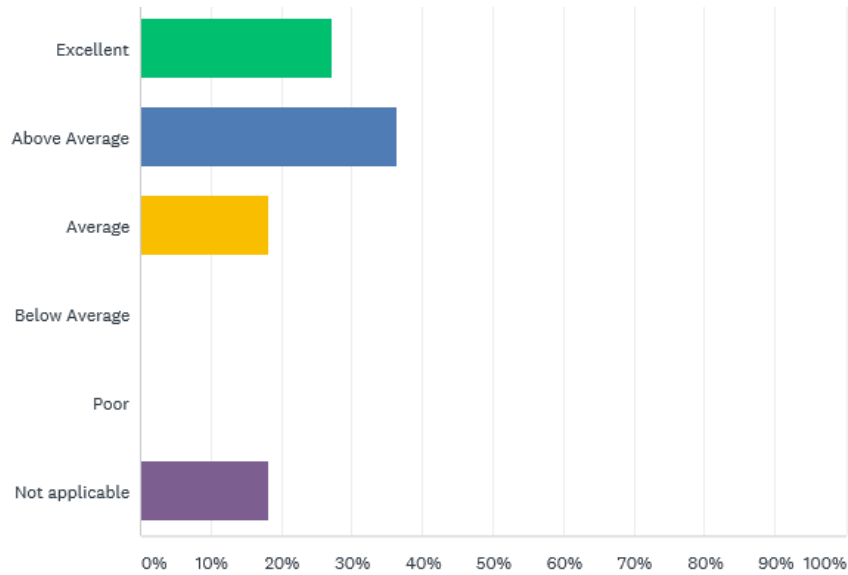
Smithland: SIMPCO completed the AFR & Budget

**3. How responsive is SIMPCO to your questions or requests for assistance?**



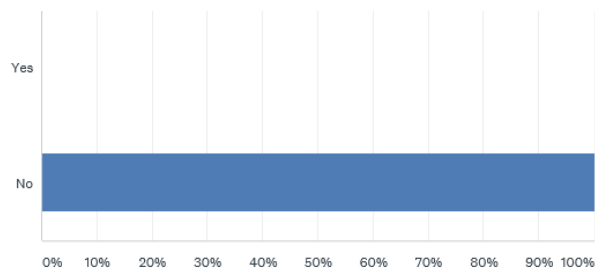
ANSWER CHOICES	RESPONSES	
Extremely responsive	36.36%	4
Very responsive	36.36%	4
Somewhat responsive	9.09%	1
Not so responsive	0.00%	0
Not at all responsive	0.00%	0
Not applicable	18.18%	2
<b>TOTAL</b>		<b>11</b>

**4. How would you rate the SIMPCO staff you worked with?**



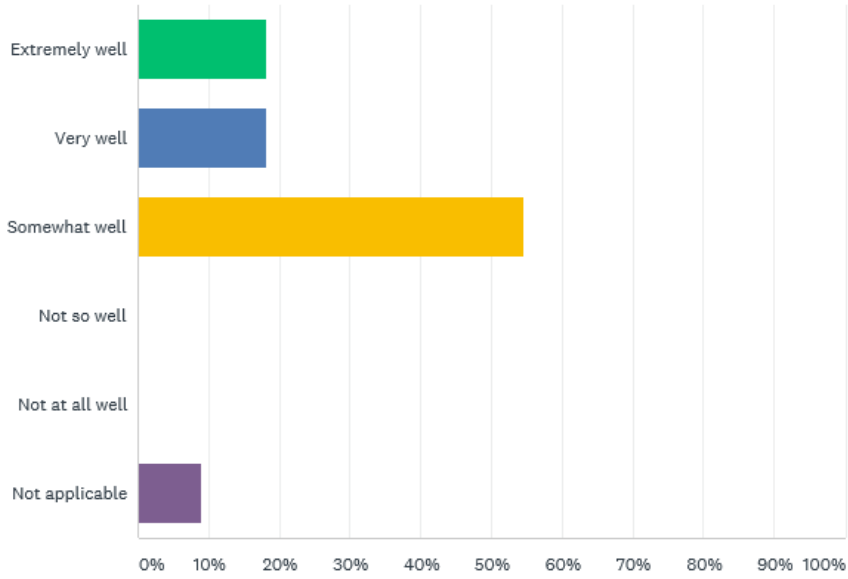
ANSWER CHOICES	RESPONSES
▼ Excellent	27.27% 3
▼ Above Average	36.36% 4
▼ Average	18.18% 2
▼ Below Average	0.00% 0
▼ Poor	0.00% 0
▼ Not applicable	18.18% 2
<b>TOTAL</b>	<b>11</b>

**5. Are there any projects or work that SIMPCO started for you but you have not yet received?**



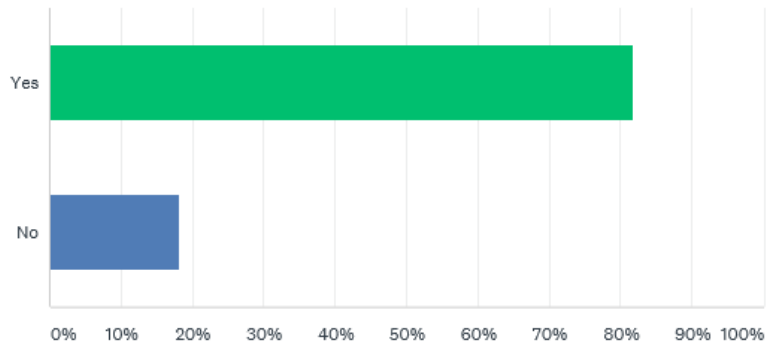
ANSWER CHOICES	RESPONSES
▼ Yes	0.00% 0
▼ No	100.00% 11
<b>TOTAL</b>	<b>11</b>

**6. Overall, how well does SIMPCO meet your needs?**



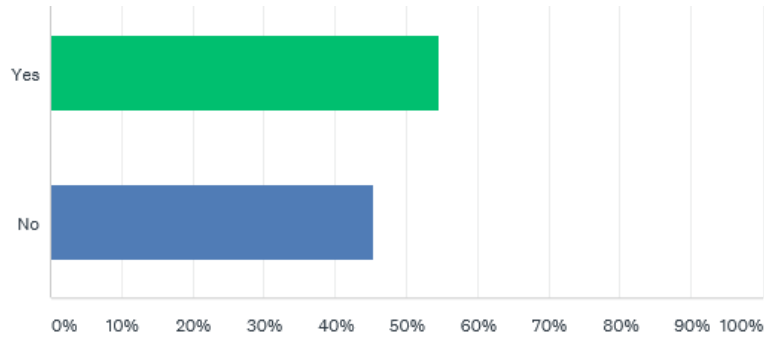
ANSWER CHOICES	RESPONSES	
Extremely well	18.18%	2
Very well	18.18%	2
Somewhat well	54.55%	6
Not so well	0.00%	0
Not at all well	0.00%	0
Not applicable	9.09%	1
<b>TOTAL</b>		<b>11</b>

**7. Would you recommend renewing your SIMPCO membership to your city council?**



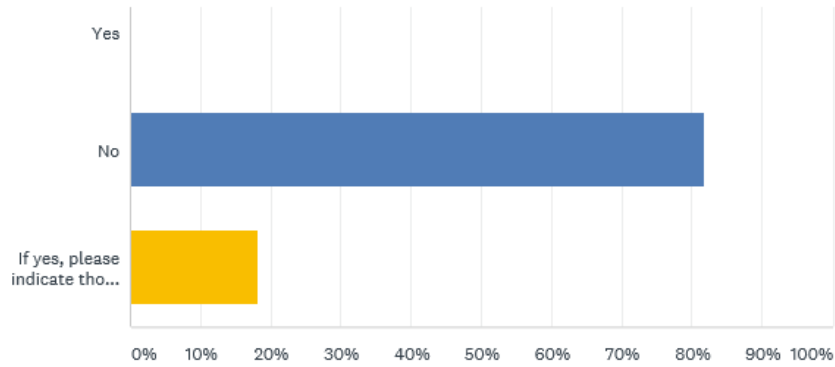
ANSWER CHOICES	RESPONSES	
Yes	81.82%	9
No	18.18%	2
<b>TOTAL</b>		<b>11</b>

**8. Would your city council renew its SIMPCO membership without financial assistance from the county?**



ANSWER CHOICES	RESPONSES	
▼ Yes	54.55%	6
▼ No	45.45%	5
<b>TOTAL</b>		<b>11</b>

**9. Do any city staff or council members serve on any SIMPCO committees?**



ANSWER CHOICES	RESPONSES	
▼ Yes	0.00%	0
▼ No	81.82%	9
▼ If yes, please indicate those persons and committees.	<a href="#">Responses</a> 18.18%	2
<b>TOTAL</b>		<b>11</b>

# Individual Responses to FY17-18 SIMPCO Satisfaction Survey

Survey conducted by the Rural Economic Development Department  
Sent to and completed by: Anthon, Bronson, Correctionville, Cushing, Danbury,  
Hornick (DID NOT RESPOND), Lawton, Merville, Oto, Salix, Sergeant Bluff, and Smithland

## ANTHON

- 1. In the last 12 months, how many times did your city use SIMPCO's services?**  
1 time
- 2. Please describe how SIMPCO helped your city. (If you didn't use them, type NA)**  
Applied for a MRHD grant.
- 3. How responsive is SIMPCO to your questions or requests for assistance?**  
Very responsive
- 4. How would you rate the SIMPCO staff you worked with?**  
Average
- 5. Are there any projects or work that SIMPCO started for you but you have not yet received?**  
No
- 6. Overall, how well does SIMPCO meet your needs?**  
Somewhat well
- 7. Would you recommend renewing your SIMPCO membership to your city council?**  
Yes
- 8. Would your city council renew its SIMPCO membership without financial assistance from the county?**  
No
- 9. Do any city staff or council members serve on any SIMPCO committees?**  
No



## BRONSON

1. **In the last 12 months, how many times did your city use SIMPCO's services?**  
1 time
2. **Please describe how SIMPCO helped your city. (If you didn't use them, type NA)**  
NA
3. **How responsive is SIMPCO to your questions or requests for assistance?**  
NA
4. **How would you rate the SIMPCO staff you worked with?**  
NA
5. **Are there any projects or work that SIMPCO started for you but you have not yet received?**  
No
6. **Overall, how well does SIMPCO meet your needs?**  
NA - We have not had to use them, but have gotten many offers from them to help us.
7. **Would you recommend renewing your SIMPCO membership to your city council?**  
Yes
8. **Would your city council renew its SIMPCO membership without financial assistance from the county?**  
Yes
9. **Do any city staff or council members serve on any SIMPCO committees?**  
No

## CORRECTIONVILLE

1. **In the last 12 months, how many times did your city use SIMPCO's services?**  
2 times
2. **Please describe how SIMPCO helped your city. (If you didn't use them, type NA)**  
They assisted us with grant writing and applied for a housing grant.
3. **How responsive is SIMPCO to your questions or requests for assistance?**  
Very responsive
4. **How would you rate the SIMPCO staff you worked with?**  
Above average
5. **Are there any projects or work that SIMPCO started for you but you have not yet received?**  
No
6. **Overall, how well does SIMPCO meet your needs?**  
Very well
7. **Would you recommend renewing your SIMPCO membership to your city council?**  
Yes
8. **Would your city council renew its SIMPCO membership without financial assistance from the county?**  
Yes
9. **Do any city staff or council members serve on any SIMPCO committees?**  
No

## CUSHING

1. **In the last 12 months, how many times did your city use SIMPCO's services?**  
1 time
2. **Please describe how SIMPCO helped your city. (If you didn't use them, type NA)**  
We looked into grants.
3. **How responsive is SIMPCO to your questions or requests for assistance?**  
Very responsive
4. **How would you rate the SIMPCO staff you worked with?**  
Above average
5. **Are there any projects or work that SIMPCO started for you but you have not yet received?**  
No
6. **Overall, how well does SIMPCO meet your needs?**  
Somewhat well
7. **Would you recommend renewing your SIMPCO membership to your city council?**  
Yes
8. **Would your city council renew its SIMPCO membership without financial assistance from the county?**  
No
9. **Do any city staff or council members serve on any SIMPCO committees?**  
No

## DANBURY

- 1. In the last 12 months, how many times did your city use SIMPCO's services?**  
3 times
- 2. Please describe how SIMPCO helped your city. (If you didn't use them, type NA)**  
Reviewed the grants our grant writer does.
- 3. How responsive is SIMPCO to your questions or requests for assistance?**  
NA
- 4. How would you rate the SIMPCO staff you worked with?**  
NA
- 5. Are there any projects or work that SIMPCO started for you but you have not yet received?**  
No
- 6. Overall, how well does SIMPCO meet your needs?**  
Somewhat well
- 7. Would you recommend renewing your SIMPCO membership to your city council?**  
No
- 8. Would your city council renew its SIMPCO membership without financial assistance from the county?**  
No
- 9. Do any city staff or council members serve on any SIMPCO committees?**  
No

## **HORNICK**

- 1. In the last 12 months, how many times did your city use SIMPCO's services?**
- 2. Please describe how SIMPCO helped your city. (If you didn't use them, type NA)**
- 3. How responsive is SIMPCO to your questions or requests for assistance?**
- 4. How would you rate the SIMPCO staff you worked with?**
- 5. Are there any projects or work that SIMPCO started for you but you have not yet received?**
- 6. Overall, how well does SIMPCO meet your needs?**
- 7. Would you recommend renewing your SIMPCO membership to your city council?**
- 8. Would your city council renew its SIMPCO membership without financial assistance from the county?**
- 9. Do any city staff or council members serve on any SIMPCO committees?**

## LAWTON

- 1. In the last 12 months, how many times did your city use SIMPCO's services?**  
More than 10
- 2. Please describe how SIMPCO helped your city. (If you didn't use them, type NA)**  
Sidewalks, Trail grants, Highway 20 plans
- 3. How responsive is SIMPCO to your questions or requests for assistance?**  
Extremely responsive
- 4. How would you rate the SIMPCO staff you worked with?**  
Excellent
- 5. Are there any projects or work that SIMPCO started for you but you have not yet received?**  
No
- 6. Overall, how well does SIMPCO meet your needs?**  
Very well
- 7. Would you recommend renewing your SIMPCO membership to your city council?**  
Yes
- 8. Would your city council renew its SIMPCO membership without financial assistance from the county?**  
Yes
- 9. Do any city staff or council members serve on any SIMPCO committees?**  
Yes – Mayor Dale Erickson

## MOVILLE

- 1. In the last 12 months, how many times did your city use SIMPCO's services?**  
4 times
- 2. Please describe how SIMPCO helped your city. (If you didn't use them, type NA)**  
Reviewing grants before we submitted them.
- 3. How responsive is SIMPCO to your questions or requests for assistance?**  
Extremely responsive
- 4. How would you rate the SIMPCO staff you worked with?**  
Above average
- 5. Are there any projects or work that SIMPCO started for you but you have not yet received?**  
No
- 6. Overall, how well does SIMPCO meet your needs?**  
Somewhat well
- 7. Would you recommend renewing your SIMPCO membership to your city council?**  
Yes
- 8. Would your city council renew its SIMPCO membership without financial assistance from the county?**  
Yes
- 9. Do any city staff or council members serve on any SIMPCO committees?**  
No

## OTO

- 1. In the last 12 months, how many times did your city use SIMPCO's services?**  
2 times
- 2. Please describe how SIMPCO helped your city. (If you didn't use them, type NA)**  
Preparing the annual report and preparing the budget.
- 3. How responsive is SIMPCO to your questions or requests for assistance?**  
Extremely responsive
- 4. How would you rate the SIMPCO staff you worked with?**  
Excellent
- 5. Are there any projects or work that SIMPCO started for you but you have not yet received?**  
No
- 6. Overall, how well does SIMPCO meet your needs?**  
Extremely well
- 7. Would you recommend renewing your SIMPCO membership to your city council?**  
Yes
- 8. Would your city council renew its SIMPCO membership without financial assistance from the county?**  
Yes
- 9. Do any city staff or council members serve on any SIMPCO committees?**  
No



## SALIX

- 1. In the last 12 months, how many times did your city use SIMPCO's services?**  
1 time
- 2. Please describe how SIMPCO helped your city. (If you didn't use them, type NA)**  
Spring MRHD grant
- 3. How responsive is SIMPCO to your questions or requests for assistance?**  
Extremely responsive
- 4. How would you rate the SIMPCO staff you worked with?**  
Excellent
- 5. Are there any projects or work that SIMPCO started for you but you have not yet received?**  
No
- 6. Overall, how well does SIMPCO meet your needs?**  
Somewhat well
- 7. Would you recommend renewing your SIMPCO membership to your city council?**  
Yes
- 8. Would your city council renew its SIMPCO membership without financial assistance from the county?**  
No
- 9. Do any city staff or council members serve on any SIMPCO committees?**  
No

## SERGEANT BLUFF

1. **In the last 12 months, how many times did your city use SIMPCO's services?**  
More than 10
2. **Please describe how SIMPCO helped your city. (If you didn't use them, type NA)**  
Complete Streets committee meets 6 times a year. Transportation helps for federal aid. Used traffic counter equipment once. Sidewalk inspection. Sidewalk/trail GIS map. Hwy 20 corridor study.
3. **How responsive is SIMPCO to your questions or requests for assistance?**  
Very responsive
4. **How would you rate the SIMPCO staff you worked with?**  
Above Average
5. **Are there any projects or work that SIMPCO started for you but you have not yet received?**  
No
6. **Overall, how well does SIMPCO meet your needs?**  
Extremely well
7. **Would you recommend renewing your SIMPCO membership to your city council?**  
Yes
8. **Would your city council renew its SIMPCO membership without financial assistance from the county?**  
Yes
9. **Do any city staff or council members serve on any SIMPCO committees?**  
Yes. Mayor Jon Winkel  
Councilman Bill Gaukel (Alternate)  
Councilwoman Carol Clark (Alternate)  
City Administrator Aaron Lincoln

## SMITHLAND

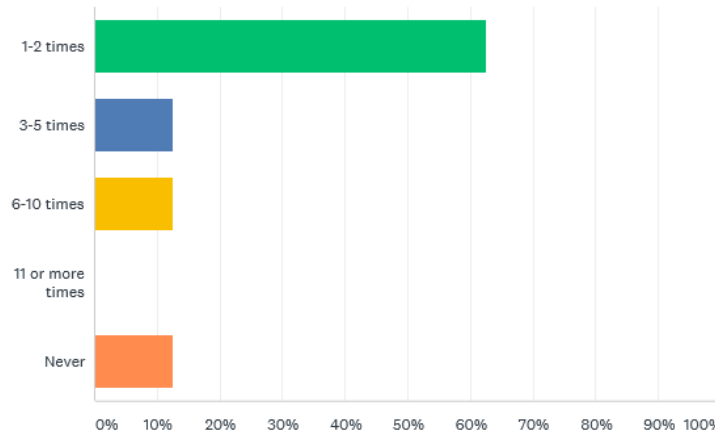
1. **In the last 12 months, how many times did your city use SIMPCO's services?**  
2 times
2. **Please describe how SIMPCO helped your city. (If you didn't use them, type NA)**  
Preparing the Annual Financial Report and Budget.
3. **How responsive is SIMPCO to your questions or requests for assistance?**  
Somewhat responsive
4. **How would you rate the SIMPCO staff you worked with?**  
Average
5. **Are there any projects or work that SIMPCO started for you but you have not yet received?**  
No
6. **Overall, how well does SIMPCO meet your needs?**  
Somewhat well
7. **Would you recommend renewing your SIMPCO membership to your city council?**  
No
8. **Would your city council renew its SIMPCO membership without financial assistance from the county?**  
No
9. **Do any city staff or council members serve on any SIMPCO committees?**  
No

# FY16-17 SIMPCO Satisfaction Survey

Survey conducted by the Rural Economic Development Department

Sent to and completed by: Bronson, Danbury, Hornick, Lawton, Oto, Sgt. Bluff, Salix and Smithland

## 1. In the last 12 months, how many times did you use SIMPCO's services?



ANSWER CHOICES	RESPONSES
1-2 times	62.50% 5
3-5 times	12.50% 1
6-10 times	12.50% 1
11 or more times	0.00% 0
Never	12.50% 1
<b>TOTAL</b>	<b>8</b>

## 2. Please describe how SIMPCO helped you. (If you didn't use them, type NA)

Bronson: Not applicable, never used them

Danbury: Clerk Budget Training

Hornick: City Logo, TIF Workshop

Lawton: Safe Routes to School Sidewalk Project (started year before), TIF and Fireworks Workshops, FAMILY Group Bike Trail Grant

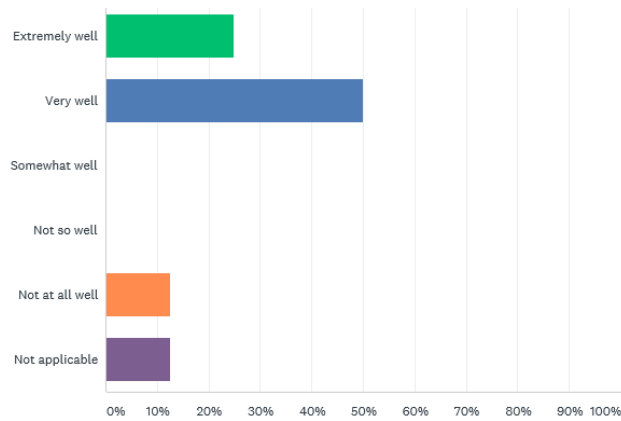
Sgt. Bluff: Traffic Counting, Pavement Analysis, Safe Routes to School & Complete Streets Committee, TIF and Fireworks Workshops, GIS Mapping for Regional Trail Map, Letters of Support for Grants

Salix: Annexation Cost Benefit Analysis, TIF & Fireworks Workshops

Smithland: Budget, Annual Financial Report

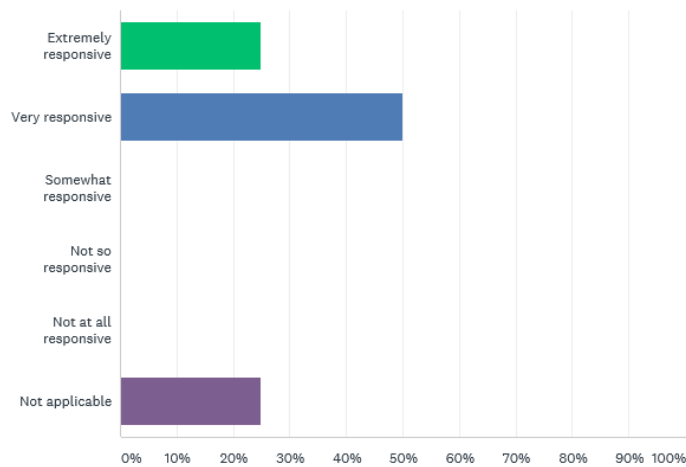
Oto: Budget, MRHD Grant

### 3. When you used them, how well did SIMPCO's services meet your needs?



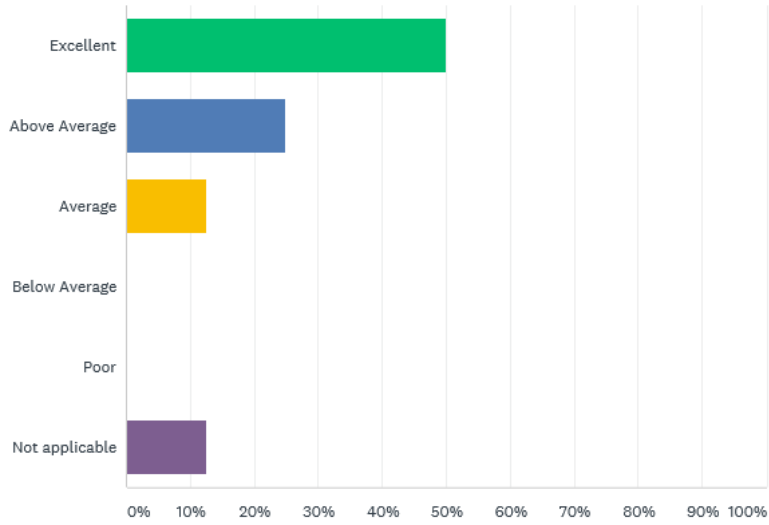
ANSWER CHOICES	RESPONSES	
Extremely well	25.00%	2
Very well	50.00%	4
Somewhat well	0.00%	0
Not so well	0.00%	0
Not at all well	12.50%	1
Not applicable	12.50%	1
<b>TOTAL</b>		<b>8</b>

### 4. How responsive has SIMPCO been to your questions or requests for assistance?



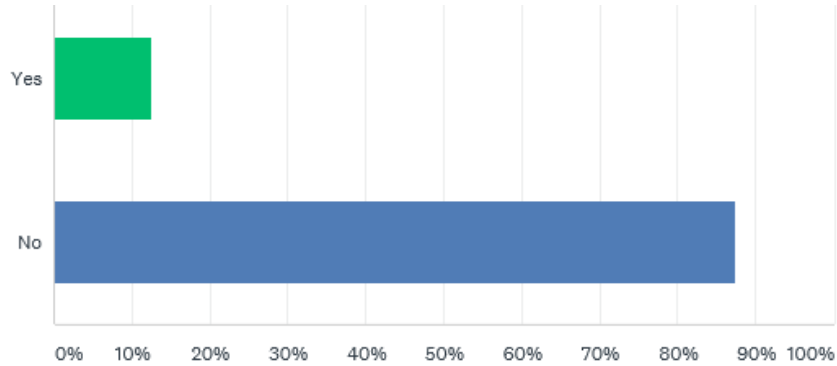
ANSWER CHOICES	RESPONSES	
Extremely responsive	25.00%	2
Very responsive	50.00%	4
Somewhat responsive	0.00%	0
Not so responsive	0.00%	0
Not at all responsive	0.00%	0
Not applicable	25.00%	2
<b>TOTAL</b>		<b>8</b>

**5. How would you rate the SIMPCO staff you worked with?**



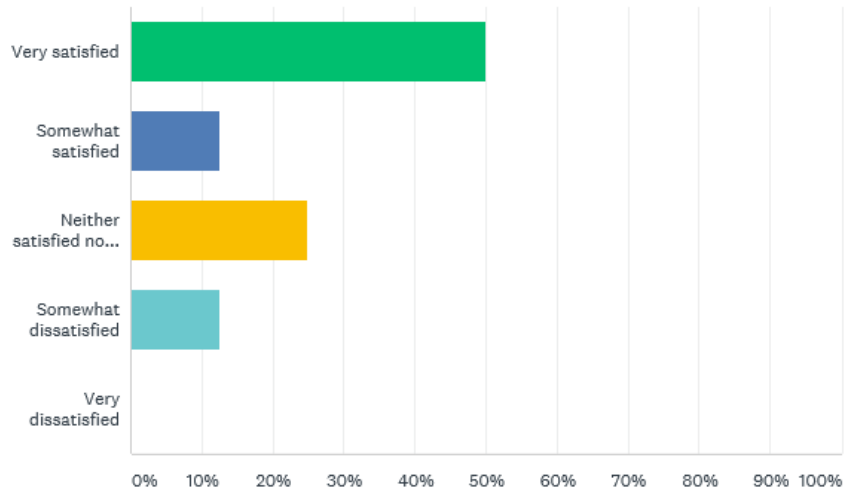
ANSWER CHOICES	RESPONSES	
▼ Excellent	50.00%	4
▼ Above Average	25.00%	2
▼ Average	12.50%	1
▼ Below Average	0.00%	0
▼ Poor	0.00%	0
▼ Not applicable	12.50%	1
<b>TOTAL</b>		<b>8</b>

**6. Are there any projects or work that SIMPCO started for you but you have not yet received?**



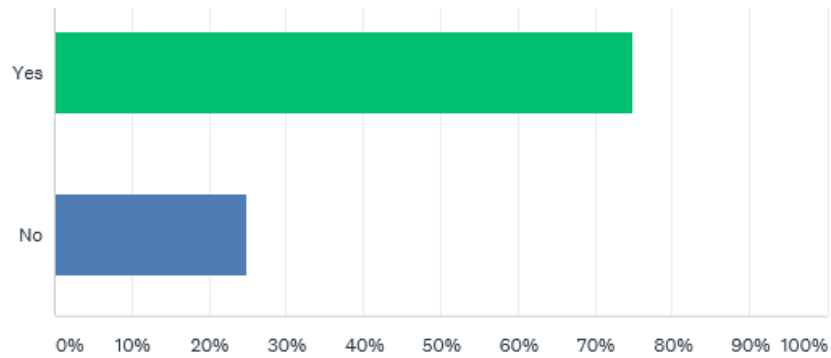
ANSWER CHOICES	RESPONSES	
▼ Yes	12.50%	1
▼ No	87.50%	7
<b>TOTAL</b>		<b>8</b>

**7. Overall, how satisfied or dissatisfied are you with SIMPCO?**



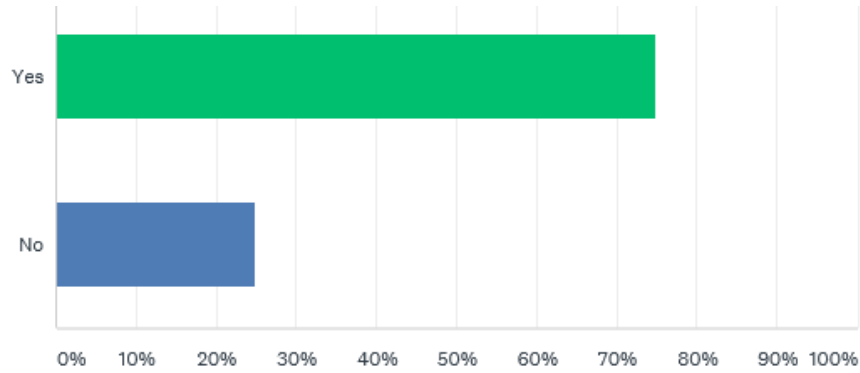
ANSWER CHOICES	RESPONSES	
▼ Very satisfied	50.00%	4
▼ Somewhat satisfied	12.50%	1
▼ Neither satisfied nor dissatisfied	25.00%	2
▼ Somewhat dissatisfied	12.50%	1
▼ Very dissatisfied	0.00%	0
<b>TOTAL</b>		<b>8</b>

**8. Would you recommend renewing your SIMPCO membership to your city council?**



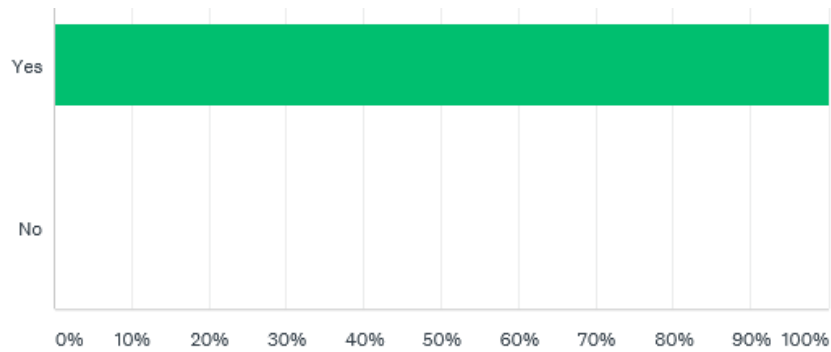
ANSWER CHOICES	RESPONSES	
▼ Yes	75.00%	6
▼ No	25.00%	2
<b>TOTAL</b>		<b>8</b>

**9. Would your city council renew its SIMPCO membership without financial assistance from the county?**



ANSWER CHOICES	RESPONSES
▼ Yes	75.00% 6
▼ No	25.00% 2
<b>TOTAL</b>	<b>8</b>

**10. Should Woodbury County continue to provide financial assistance to cities that want SIMPCO memberships?**



ANSWER CHOICES	RESPONSES
▼ Yes	100.00% 8
▼ No	0.00% 0
<b>TOTAL</b>	<b>8</b>



# Individual Responses to FY16-17 SIMPCO Satisfaction Survey

Survey conducted by the Rural Economic Development Department

Sent to and completed by: Bronson, Danbury, Hornick, Lawton, Oto, Sgt. Bluff, Salix and Smithland

BRONSON

1: In the last 12 months, how many times did you use SIMPCO's services?

---

Never

2: Please describe how SIMPCO helped you. (If you didn't use them, type NA)

Bronson: Not applicable, never used them

3: When you used them, how well did SIMPCO's services meet your needs?

---

Not applicable

4: How responsive has SIMPCO been to your questions or requests for assistance?

---

Not applicable

5: How would you rate the SIMPCO staff you worked with?

---

Not applicable

6: Are there any projects or work that SIMPCO started for you but you have not yet received?

---

No

7: Overall, how satisfied or dissatisfied are you with SIMPCO?

---

Neither satisfied nor dissatisfied

8: Would you recommend renewing your SIMPCO membership to your city council?

---

Yes

9: Would your city council renew its SIMPCO membership without financial assistance from the county?

---

Yes

10: Should Woodbury County continue to provide financial assistance to cities that want SIMPCO memberships?

Yes

DANBURY

1: In the last 12 months, how many times did you use SIMPCO's services?

---

1-2 times

2: Please describe how SIMPCO helped you. (If you didn't use them, type NA)

Danbury: Clerk Budget Training

3: When you used them, how well did SIMPCO's services meet your needs?

---

Not at all well

4: How responsive has SIMPCO been to your questions or requests for assistance?

---

Very responsive

5: How would you rate the SIMPCO staff you worked with?

---

Average

6: Are there any projects or work that SIMPCO started for you but you have not yet received?

---

No

7: Overall, how satisfied or dissatisfied are you with SIMPCO?

---

Somewhat dissatisfied

8: Would you recommend renewing your SIMPCO membership to your city council?

---

No

9: Would your city council renew its SIMPCO membership without financial assistance from the county?

---

No

10: Should Woodbury County continue to provide financial assistance to cities that want SIMPCO memberships?

Yes

HORNICK

1: In the last 12 months, how many times did you use SIMPCO's services?

---

1-2 times

2: Please describe how SIMPCO helped you. (If you didn't use them, type NA)

Hornick: City Logo, TIF Workshop

3: When you used them, how well did SIMPCO's services meet your needs?

---

Very well

4: How responsive has SIMPCO been to your questions or requests for assistance?

---

Very responsive

5: How would you rate the SIMPCO staff you worked with?

---

Excellent

6: Are there any projects or work that SIMPCO started for you but you have not yet received?

---

Yes, City Logo

7: Overall, how satisfied or dissatisfied are you with SIMPCO?

---

Very satisfied

8: Would you recommend renewing your SIMPCO membership to your city council?

---

Yes

9: Would your city council renew its SIMPCO membership without financial assistance from the county?

---

Yes

10: Should Woodbury County continue to provide financial assistance to cities that want SIMPCO memberships?

Yes

LAWTON

1: In the last 12 months, how many times did you use SIMPCO's services?

---

1-2 times

2: Please describe how SIMPCO helped you. (If you didn't use them, type NA)

Lawton: Safe Routes to School Sidewalk Project (started year before), TIF and Fireworks Workshops, FAMILY Group Bike Trail Grant

3: When you used them, how well did SIMPCO's services meet your needs?

---

Very well

4: How responsive has SIMPCO been to your questions or requests for assistance?

---

Not applicable

5: How would you rate the SIMPCO staff you worked with?

---

Above Average

6: Are there any projects or work that SIMPCO started for you but you have not yet received?

---

No

7: Overall, how satisfied or dissatisfied are you with SIMPCO?

---

Somewhat satisfied

8: Would you recommend renewing your SIMPCO membership to your city council?

---

Yes

9: Would your city council renew its SIMPCO membership without financial assistance from the county?

---

Yes

10: Should Woodbury County continue to provide financial assistance to cities that want SIMPCO memberships?

Yes

OTO

1: In the last 12 months, how many times did you use SIMPCO's services?

---

3-5 times

2: Please describe how SIMPCO helped you. (If you didn't use them, type NA)

Oto: Budget, MRHD Grant

3: When you used them, how well did SIMPCO's services meet your needs?

---

Extremely well

4: How responsive has SIMPCO been to your questions or requests for assistance?

---

Very responsive

5: How would you rate the SIMPCO staff you worked with?

---

Excellent

6: Are there any projects or work that SIMPCO started for you but you have not yet received?

---

No

7: Overall, how satisfied or dissatisfied are you with SIMPCO?

---

Very satisfied

8: Would you recommend renewing your SIMPCO membership to your city council?

---

Yes

9: Would your city council renew its SIMPCO membership without financial assistance from the county?

---

Yes

10: Should Woodbury County continue to provide financial assistance to cities that want SIMPCO memberships?

Yes

SGT. BLUFF

1: In the last 12 months, how many times did you use SIMPCO's services?

---

6-10 times

2: Please describe how SIMPCO helped you. (If you didn't use them, type NA)

Sgt. Bluff: Traffic Counting, Pavement Analysis, Safe Routes to School & Complete Streets Committee, TIF and Fireworks Workshops, GIS Mapping for Regional Trail Map, Letters of Support for Grants

3: When you used them, how well did SIMPCO's services meet your needs?

---

Very well

4: How responsive has SIMPCO been to your questions or requests for assistance?

---

Very responsive

5: How would you rate the SIMPCO staff you worked with?

---

Excellent

6: Are there any projects or work that SIMPCO started for you but you have not yet received?

---

No

7: Overall, how satisfied or dissatisfied are you with SIMPCO?

---

Very satisfied

8: Would you recommend renewing your SIMPCO membership to your city council?

---

Yes

9: Would your city council renew its SIMPCO membership without financial assistance from the county?

---

Yes

10: Should Woodbury County continue to provide financial assistance to cities that want SIMPCO memberships?

Yes

SALIX

1: In the last 12 months, how many times did you use SIMPCO's services?

---

1-2 times

2: Please describe how SIMPCO helped you. (If you didn't use them, type NA)

Salix: Annexation Cost Benefit Analysis, TIF & Fireworks Workshops

3: When you used them, how well did SIMPCO's services meet your needs?

---

Very well

4: How responsive has SIMPCO been to your questions or requests for assistance?

---

Extremely responsive

5: How would you rate the SIMPCO staff you worked with?

---

Above average

6: Are there any projects or work that SIMPCO started for you but you have not yet received?

---

No

7: Overall, how satisfied or dissatisfied are you with SIMPCO?

---

Neither satisfied or dissatisfied

8: Would you recommend renewing your SIMPCO membership to your city council?

---

No

9: Would your city council renew its SIMPCO membership without financial assistance from the county?

---

No

10: Should Woodbury County continue to provide financial assistance to cities that want SIMPCO memberships?

Yes

SMITHLAND

1: In the last 12 months, how many times did you use SIMPCO's services?

---

1-2 times

2: Please describe how SIMPCO helped you. (If you didn't use them, type NA)

Smithland: Budget, Annual Financial Report

3: When you used them, how well did SIMPCO's services meet your needs?

---

Extremely well

4: How responsive has SIMPCO been to your questions or requests for assistance?

---

Extremely responsive

5: How would you rate the SIMPCO staff you worked with?

---

Excellent

6: Are there any projects or work that SIMPCO started for you but you have not yet received?

---

No

7: Overall, how satisfied or dissatisfied are you with SIMPCO?

---

Very satisfied

8: Would you recommend renewing your SIMPCO membership to your city council?

---

Yes

9: Would your city council renew its SIMPCO membership without financial assistance from the county?

---

Yes

10: Should Woodbury County continue to provide financial assistance to cities that want SIMPCO memberships?

Yes



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

**#7c**

Date: 8/31/18 Weekly Agenda Date: 9/4/2018

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** David Gleiser, RED Director

**WORDING FOR AGENDA ITEM:**

SIMPCO Membership Dues for Rural Cities

**ACTION REQUIRED:**

- |  |   |  |
|--|---|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/>   | Approve Motion <input checked="" type="checkbox"/> |
| Public Hearing <input type="checkbox"/>    | Other: Informational <input type="checkbox"/> | Attachments <input checked="" type="checkbox"/>    |

**EXECUTIVE SUMMARY:**

This item requests the Board to pay for 50% of the SIMPCO membership dues for Woodbury County's 14 rural cities in FY18-19.

**BACKGROUND:**

In FY's 16-17 and 17-18 the Board agreed to pay for 50% of the SIMPCO membership dues for Woodbury County's 14 rural cities. During this time frame the County expended \$10,205 in LOST funds and received a total net benefit of \$136,544 (direct & indirect costs). SIMPCO has provided the Board with quarterly and annual progress reports, and their work has been evaluated annually.

**FINANCIAL IMPACT:**

Potential maximum amount:  $(\$14,557 / 2) = \$7,279$   
\$7,292 has already been budgeted for FY18-19

**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:**

Allow the use of LOST funds to pay for half of the membership dues for rural cities that want a SIMPCO membership in FY18-19.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the use of up to \$7,279 in LOST funds to pay for half of the membership dues for rural cities that want a SIMPCO membership in FY18-19.



Siouxland Interstate Metropolitan Planning Council

1122 PIERCE STREET • SIOUX CITY IOWA • 51105 • PHONE 712.279.6286 • FAX 712.279.6920 • EMAIL SIMPCO@SIMPCO.ORG

August 30, 2018

David Gleiser  
Director of Community and Economic Development  
620 Douglas Street  
Sioux City, IA 51101

Dear Mr. Gleiser:

Thank you for your interest in Siouxland Interstate Metropolitan Planning Council (SIMPCO) services for communities in Woodbury County. For over 50 years, SIMPCO has provided planning and community development services to member communities and counties.

SIMPCO, the third oldest multi-state council of governments in the nation, is guided by a Board of Directors comprised of city and county officials. SIMPCO collaborates with local governments in long-range strategic and comprehensive planning, community and economic development, housing assistance, transportation planning, and regional program management. SIMPCO is one of 18 members of the Iowa Association of Council of Governments and is an Economic Development District. It also houses the Western Iowa Community Improvement Regional Housing Trust Fund.

SIMPCO has highly qualified staff and is excited to continue to offer planning services to communities within Woodbury County. If you have any questions or require further information, please do not hesitate to contact me. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michelle Bostinelos".

Michelle Bostinelos  
Executive Director



# **Siouxland Interstate Metropolitan Planning Council**

## **Woodbury County Annual Membership Dues**

<b>Community</b>	<b>Annual Dues</b>
Anthon	\$787
Bronson	\$636
Correctionville	\$1,030
Cushing	\$514
Danbury	\$668
Hornick	\$520
Lawton	\$1,113
Moville	\$1,787
Oto	\$380
Pierson	\$689
Salix	\$686
Sloan	\$1,174
Smithland	\$519
Sergeant Bluff	\$4,054
<b>Total</b>	<b>\$14,557</b>

SIMPCO will work with Woodbury County communities to ensure member satisfaction. Staff will reach out to each community to explain planning services and to discuss the needs of the community. This process provides an opportunity for member communities to ask questions and for SIMPCO staff to determine programs that best fit the needs of the community. Based on each individual project, member community will be assigned a SIMPCO staff who will work with that community on their project. Members are encouraged to contact myself or Regional Planning Director, Jake Heil with ongoing community needs. In addition, SIMPCO staff will reach out to member communities several times throughout the year. If a member community is interested in a SIMPCO service which requires an additional fee, SIMPCO will draft a project proposal which will be approved by the City Council and SIMPCO Board of Directors prior to the start of the project. Please note, member communities receive a discount on planning services which will be reflected on the individual project proposal.

SIMPCO will provide the Woodbury County Board of Supervisors a quarterly report describing the assistance provided to each member community. The report will include the name of member community, project type, total staff time, and the estimated value and cost of the service.

SIMPCO looks forward to working with Woodbury County communities.