



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(FEBRUARY 2, 2016) (WEEK 5 OF 2016)

Agenda and Minutes also available at
www.woodburycountyiowa.gov

Larry D. Clausen 389-5329 lclausen@woodburycountyiowa.gov	Mark A. Monson 204-1015 mark@mudflap.com	Jaclyn D. Smith 898-0477 jasmith@woodburycountyiowa.gov	Jeremy J. Taylor 259-7910 jtaylor@woodburycountyiowa.gov	Matthew A. Ung 490-7852 matthewung@woodburycountyiowa.gov
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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held February 2, 2016 at **4:30 p.m.** Preceding this meeting, Budget Review Discussions will be held at **1:30 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 for speakers.

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, please limit your remarks 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 final agenda item "Citizen Concerns."
7. For the benefit of all in attendance, please turn off all cell phones and other devices while in the Board Chambers.

AGENDA

- 1:30 p.m.** 1. **Budget Review Discussion for FY 2017**
- a. Update on Tax Rate Report
 - b. County Attorney
 1. Administration
 2. HIDTA Grant
 3. Edward Bryne Grant
 4. Juvenile Division
 5. Jury & Witness Fees
 6. County Attorney Forfeiture
 - c. Ambulance Services – SPI
 - d. WCICC-IT
 - e. Discussion/Action of Wage Plan Salaries
 - f. Improvement Requests
 1. County Attorney (General Basic)
 - a. Add one assistant county attorney – CAP supported
 - b. Add one support staff personnel – CAP supported
 2. Veteran Affairs (General Basic)
 - a. Grant the Executive Director 5% merit increase – Tax Supported
 - b. Adding one service officer – Tax Supported

3. Conservation (General Basic)
 - a. Add new full-time Resource Technician at Little Sioux Park and eliminate a season/temp summer ranger – Tax Supported
 - b. Increase hours from 24 to 26 hours per week for three positions in the Conservation/Naturalist department – Tax Supported

- 4:30 p.m.**
2. Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence
 3. Citizen Concerns Information
 4. Approval of the agenda February 2, 2016 Action
 5. Approval of the minutes of the January 26, 2016 meeting Action
 6. Discussion and approval of claims Action
 7. Human Resources – Ed Gilliland
 - a. Approval of Memorandum of Personnel Transactions Action
 - b. Presentation of award certificate to Dawn Norton Action
 - c. CWA Deputy Sheriff's ratified tentative agreement for approval, discussion and action Action
 - d. CWA Secondary Roads ratified tentative agreement for approval, discussion and action Action
 8. County Auditor – Patrick Gill
Receive County Recorder's Report of Fees Collected Action
 9. Board Administration/Public Bidder – Karen James
 - a. Consideration of appointment to the Commission to Assess Damages – Category D Action
 - b. Approval of Resolution for Notice of Property Sale Parcel #059025 Action
 - c. Approval of Resolution for Notice of Property Sale Parcel #623385 Action
 10. Consideration of appointment of Bryan W. Steussy, M.D. as Assistant Woodbury County Medical Examiner Action
 11.
 - a. Approval of awarding County Farm bid to Whiskey Creek Partnership Action
 - b. Approval of Farm Lease Contract with Whiskey Creek Partnership Action
 12. Rural Economic Development – David Gleiser
 - a. Resolution on Comprehensive Planning Services for Rural Cities Information
 - b. Comprehensive Planning Services for Rural Cities Request for Proposals (RFP) Information
 - c. Funding Opportunity through the United States Department of Agriculture (USDA) Rural Development – Rural Business Development Grant (RBDG) Information
 - d. Update on the status of Foreign Trade Zone (FTZ) application Information
 - e. Usage of Woodbury County logo Information
 13. Williams & Company – Jeff Peters
Discuss and receive the Woodbury County's Certified Annual Financial Report For FY 2015 Action
 14. County Sheriff – Dave Drew
Approval of 28E Agreement between Woodbury County, Iowa and the City of Correctionville, Iowa to provide law enforcement services Action

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| 15. Board Administration – Mark Monson
Discussion of equipment from Woodbury County Mental Health | Information |
| 16. Building Services – Kenny Schmitz
Approval of Courthouse rotunda light globes | Action |
| 17. Secondary Roads – Mark Nahra
Consider approval of plans for Project ER-CO97(125)—5E-97, Storm Damage
Repair on Routes D38 and D50 | Action |

**Recess Board Of Supervisors Meeting
Convene Orton Slough Drainage District**

- | | |
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| 18. Consideration of approval of the contracts for right of way acquisition for the
Orton Slough Ditch Project | Action |
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**Adjourn Orton Slough Drainage District
Continue Board of Supervisors Meeting**

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| 19. Chairman's Report | Information |
| <ul style="list-style-type: none"> a. Department Head Meeting b. State Historical Society and LED Lighting c. Public Bidder Attendance d. Sioux City Open Record Request of Woodbury County e. Siouxland Chamber 62nd Annual Siouxland/Washington Conference April 13th & 14th f. LEC Expansion Committee Notice | |
| 20. Reports on Committee Meetings | Information |
| 21. Citizen's Concerns | Information |
| 22. Board Concerns and Comments | Information |

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

TUESDAY, FEBRUARY 2	4:45 p.m.	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
WEDNESDAY, FEBRUARY 3	12:00 noon	District Board of Health Meeting, 1014 Nebraska St.
THURSDAY, FEBRUARY 4	5:00 p.m.	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
WEDNESDAY, FEBRUARY 10	8:05 a.m.	Woodbury County Information Communication Commission, Board of Supervisors' Chambers
THURSDAY, FEBRUARY 11	7:00 p.m.	Siouxland Mental Health Center, Board Meeting, 625 Court Street
	12:00 p.m.	SIMPCO Board of Directors, 1122 Pierce St, Sioux City, Iowa
MONDAY, FEBRUARY 15	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech
WEDNESDAY, FEBRUARY 17	12:00 noon	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202, Sioux City, Iowa
	10:00 a.m.	Senior Center Board of Directors Meeting, 313 Cook Street
THURSDAY, FEBRUARY 18	11:00 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St., Sioux City, Iowa
MONDAY, FEBRUARY 22	6:00 p.m.	Zoning Commission Meeting, Board of Supervisors' Chambers
	7:30 p.m.	Fair Board Meeting, Woodbury County Fair Office, Fairgrounds, Merville, Iowa
WEDNESDAY, FEBRUARY 24	10:00 a.m.	Policy Review Committee Meeting, Board of Supervisors Meeting Room, First Floor
TUESDAY, MARCH 1	4:45 p.m.	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
WEDNESDAY, MARCH 2	12:00 noon	District Board of Health Meeting, 1014 Nebraska St.
THURSDAY, MARCH 3	5:00 p.m.	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
MONDAY, MARCH 7	6:00 p.m.	Board of Adjustment meeting, Board of Supervisors' Chambers

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.



Woodbury County Commission of Veteran Affairs
1211 Triview Avenue
Sioux City, Iowa 51103
Phone: 712-279-6605 or 6606
Fax: 712-224-4093



Leon Koster
Chairman

Vicki DeWitt
Secretary

William Burkhardt
Member

Katherine Moreno
Member

Lincoln Ryan
Member

Woodbury County
Board of Supervisors
620 Douglas Street
Sioux City, IA 51101

January 5, 2016

Re: New Hire

Dear Supervisors:

We, the Woodbury County Commission of Veteran Affairs, propose hiring another Service Officer for the purpose of assisting the Executive Director and current Service Officer to better serve Woodbury County Veterans. This position is needed due to continued foot traffic, changes in office requirements, changes in available benefits* and a desire to serve our Veterans more effectively and efficiently. This need was considered in the planning of our office, but became more apparent once doing business in the TriView location. We barely have room for staff and supplies in our current location and absolutely no room to expand.

Word of mouth, easier access and better visibility, has enabled many more Woodbury County Veterans to inquire and to utilize our services. The TriView location is a wonderful asset to our Veterans. To ensure fulfillment of Iowa Code and to properly serve Veterans, we are expected to both provide outreach and obtain continuing education, requiring staff to leave the office. With an additional Service Officer, we could provide more availability to the public, as well as direct contact with potential pensioners. We receive 35-50 new contacts per month from the Iowa Department of Veteran affairs (IDVA). These potential clients receive only a mailer requesting personal and financial information. Therefore, the response to these mailers are extremely limited. One new pensioner in receipt of maximum benefit would bring over \$2000 per month into our county. The ability to serve an even larger clientele would add to the receipt of benefits by our Veterans, as a result of our efforts (FY14 \$34,331,000/FY10 \$22,312,000).

Director Dempster has been working diligently to handle an incredibly increased Federal caseload (from less than 700 clients in 2005, to over 3000 current clients). The office also assists about 1000 clients with issues that do not involve entry into the Federal database (assistance, discharges, drivers license, Iowa benefits, Veterans Home and others). Our foot traffic in 2010 averaged 184 visitors per month. Our current foot traffic averages 222 visitors per month, about 21% more than our first year at the new location, which was a 210% increase over the Courthouse location. The resignation of the last Service Officer was partially caused by a totally overwhelming workload. More and more Veterans are filing for

pension and compensation. The need for more staff has existed for years, but Director Dempster has endeavored to serve without requesting help. Director Dempster has taken a more significant role in the Iowa Association in order to have a more direct effect for our Veterans, to include a chance to influence legislation. Doing so requires even more time and effort on her part, which increases the workload of CVSO Hansen.

The new hire could assist in handling the current and potentially increased caseload. Because this would be a new position, it has not been funded in our past budgets and would need to be added into future budgets (current cost with benefits, about \$52,500). There would also be added expense to expand our space to include another private office. We understand that budget is a huge issue. However, our request for another staff member is merited based on increased business and our desire as a department to reach more County Veterans. Obtaining more benefits improves the lives of our Veterans, as well as improving our local economy. Please provide us with direction and action regarding this staff addition.

Sincerely,

Leon Koster
Chairman

Vicki DeWitt
Secretary

Bill Burkhart
Member

Katherine Moreno
Member

Lincoln Ryan
Member

*Foot traffic is over 200% more than in the Courthouse and continues to grow.

Changes in office requirements include serving more newly discharged Veterans, war-era Veterans retiring and entering nursing facilities, additional training, Veterans Court and more.

Changes in benefits include more complicated claims and appeals, presumptive conditions and constantly changing policies.

JANUARY 26, 2016 —FOURTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, January 26, 2016 at 4:15 p.m. Board members present were Monson, Ung, Smith, Clausen, and Taylor. Staff members present were Karen James, Board Administrative Coordinator, Dennis Butler, Finance/Operations Controller, Ed Gilliland, Human Resources Director and Patrick Gill, Auditor/Clerk to the Board.

- 1. Motion by Clausen second by Ung to go into closed session per Iowa Code Section 21.5(1)(a). Carried 5-0 on roll-call vote.

Motion by Clausen second by Monson to go out of closed session per Iowa Code Section 21.5(1)(a). Carried 5-0 on roll-call vote.

Motion by Clausen second by Monson to approve a request for general relief assistance. Carried 5-0.
- 2. The meeting was called to order – Pledge of Allegiance to the Flag – Moment of Silence.
- 3. Citizen concerns.
- 4. Motion by Monson second by Ung to approve the Agenda as submitted for January 26, 2016. Carried 5-0. Copy filed.
- 5. Motion by Clausen second by Monson to approve the minutes of the January 19, 2016 Board meeting. Carried 5-0. Copy filed.
- 6. Motion by Smith second by Ung to approve the claims totaling \$752,185.05. Carried 5-0. Copy filed.
- 7a. A public hearing was held at 4:35 p.m. for sale of parcel #090300, 1206 22nd St. The Chairperson called on anyone wishing to be heard.

Motion by Clausen second by Ung to close the public hearing. Carried 5-0.

Motion by Monson second by Clausen to approve and authorize the Chairperson to sign a Resolution for the sale of this parcel to Jose Luis Villagomez, 1206 22nd St., Sioux City, for real estate parcel #090300, 1206 22nd St. for \$1.00 plus recording fees. Carried 5-0.

**RESOLUTION OF THE BOARD OF SUPERVISORS
OF WOODBURY COUNTY, IOWA
RESOLUTION #12,325**

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa, that the offer at public auction of:

By Jose Luis Villagomez in the sum of One Dollar & 00/100 (\$1.00)-----
dollars.

For the following described real estate, To Wit:

Parcel #090300

Middle One Third of the South One Hundred and Ten feet of the North half of Lot Four of Cary's Subdivision in Sioux City, situated in the County of Woodbury and State of Iowa (1206 22nd Street)

Now and included in and forming a part of the City of Sioux City, Iowa, the same is hereby accepted: said Amount being a sum LESS than the amount of the general taxes, interests, costs and penalties against the said Real Estate.

BE IT RESOLVED that payment is due by close of business on the day of passage of this resolution or this sale is null and void and this resolution shall be rescinded.

BE IT RESOLVED that per Code of Iowa Section 569.8(3 & 4), a parcel the County holds by tax deed shall not be assessed or taxed until transferred and upon transfer of a parcel so acquired gives the purchaser free title as to previously levied or set taxes. Therefore, the County Treasurer is requested to abate any taxes previously levied or set on this parcel(s).

BE IT FURTHER RESOLVED that the Chairman of this Board be and he is hereby authorized to execute a Quit Claim Deed for the said premises to the said purchaser.

SO DATED this 26th Day of January, 2016.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

7b. A public hearing was held at 4:37 p.m. for sale of parcel #059190, 1420 Center. There was an error in the legal description so there was no sale.

Motion by Taylor second by Monson to postpone action for the sale of parcel #059190, 1420 Center. Carried 5-0.

7c. Motion by Smith second by Ung to approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date for parcel #524265, 411 21st St. Carried 5-0.

**RESOLUTION #12,326
NOTICE OF PROPERTY SALE
PARCEL #524625**

WHEREAS Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

The East One-half of the East One-half of Lots One and Two, Block One, Vine Place Addition, City of Sioux City, Woodbury County, Iowa (411 21st Street)

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on the **9th Day of February, 2016 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **9th Day of February, 2016**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$513.00** plus recording fees.

Dated this 26th Day of January, 2016.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

7d. Motion by Monson second by Clausen to approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date for parcel #059190, 1420 Center St. Carried 5-0.

**RESOLUTION #12,327
NOTICE OF PROPERTY SALE
PARCEL #059190**

WHEREAS Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

W 85 feet of Lot Twelve in Block Thirty-Nine, North Sioux City Addition, Sioux City, Woodbury County, Iowa (1420 Center Street)

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on the **9th Day of February, 2016 at 4:37 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **9th Day of February, 2016**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$115.00** plus recording fees.

Dated this 26th Day of January, 2016.
 WOODBURY COUNTY BOARD OF SUPERVISORS
 Copy filed.

8. There was a presentation of a resolution honoring LT. Tony Wingert and Deputy David Hansen. Copy filed.

9a. Bids were received for Project #L-B(W153)—73-97. The bids are as follows:

Graves Construction, Cherokee, IA	\$498,143.75
Dixon Construction, Correctionville, IA	\$483,766.00
Christensen Bros., Inc., Cherokee, IA	\$504,501.90

Motion by Monson second by Clausen to defer action receive the bids for Project #L-B(W153)—73-97 and to direct the County Engineer to evaluate the bids and return with a recommendation for award. Carried 5-0. Copy filed.

9b. Motion by Monson second by Smith to approve and authorize the Chairperson to sign a Resolution to add ER road embankment repair project to the FY 2016 Construction Program. Carried 5-0.

**RESOLUTION TO REVISE WOODBURY COUNTY
 2016 FIVE YEAR ROAD PROGRAM
 RESOLUTION #12,328**

Unforeseen circumstances have arisen since adoption of the approved Secondary Road Construction Program, and previous revisions, requiring changes to the sequence, funding and timing of the proposed work plan,

The Board of Supervisors of Woodbury County, Iowa, in accordance with Iowa Code section 309.22, initiates and recommends modification of the following project(s) in the accomplishment year (State Fiscal Year 2016), for approval by the Iowa Department of Transportation (Iowa DOT), per Iowa Code 309.23 and Iowa DOT Instructional Memorandum 2.050.

The following PRE-EXISTING Accomplishment Year projects shall be MODIFIED as follows:

Project Number Local ID TPMS #	Project Location Description of work	AADT Length NBIS #	Type Work Fund basis	Modification(s) applied	Accomplishment Year (\$1000's of dollars)		
					Previous Amount	New amount	Net change
ER-C097(125)—58-97 ER Roadside Repairs TPMS ID: 34323	On D38-7 sites between K64 & Hwy 31 and on D50-2 sites between Hwy 31 and L27 southbound Repair road slides along county	220	Miscellaneous ER	Changed Scope Changed location attributes	\$133	\$133	\$0

	federal aid routes					
Totals				\$133	\$133	\$0
Fund ID	Accomplishment year (\$1000's of dollars)					
	Previous Amount	New Amount	Net Change			
Local Funds	\$3,033	\$3,033	\$0			
Farm to Market Funds	\$1,367	\$1,367	\$0			
Special Funds	\$4,343	\$4,343	\$0			
Federal Aid Funds	\$1,666	\$1,666	\$0			
Total construction cost (All funds)	\$10,409	\$10,409	\$0			
Local 020 Construction cost totals (Local Funds + BROS-8J FA funds)	\$3,033	\$3,033	\$0			

WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

Motion by Clausen second by Smith to receive the bids for Project #L-B(W153)—73-97 and to award the project to Dixon Construction for \$483,766.00. Carried 5-0. Copy filed.

10a. Dennis Butler provided an update on the proposed tax rate. Copy filed.

10b. Motion by Clausen second by Smith to further reduce the previously received Building Services Courthouse budget by \$18,016.00. Carried 5-0.

Motion by Smith second by Ung to receive the Building Services Trospen-Hoyt budget reduced by \$22,924.00. Carried 4-1; Clausen opposed.

Motion by Monson second by Ung to receive the Building Services Prairie Hills Facility budget as submitted. Carried 5-0.

Motion by Monson second by Taylor to receive the Building Services (Old Eagles Building) budget reduced by \$87,996.00. Carried 5-0.

Motion by Monson second by Ung to receive the Building Services County Services Building (Tri-View) budget increased by \$4,000.00. Carried 5-0.

Motion by Taylor second by Ung to approve the County Supervisors Soil Conservation budget as submitted. Carried 5-0.

Motion by Monson second by Clausen to approve the County Supervisors Medical Examiner budget increased by \$42,000. Carried 5-0.

10c. Motion by Clausen second by Ung to receive the Auditor Recorder/Vital Statistics budget reduced by \$500.00. Carried 5-0.

Motion by Clausen second by Monson to receive the Auditor Administration budget as submitted. Carried 5-0.

Motion by Clausen second by Monson to receive the Auditor Election Administration budget as submitted. Carried 5-0.

Motion by Monson second by Clausen to receive the Auditor Election General Election budget as submitted. Carried 5-0.

10d. Motion by Monson second by Ung to receive the County Supervisors Refunds budget as submitted. Carried 5-0.

Motion by Taylor second by Ung to receive the County Supervisors Board of Supervisors Expense budget reduced by \$8,000.00. Carried 5-0.

Motion by Monson second by Smith to receive the County Supervisors Board Administration budget reduced by \$400.00. Carried 5-0.

Motion by Clausen second by Ung to receive the County Supervisors Public Bidder budget as submitted. Carried 5-0.

Motion by Clausen second by Taylor to receive the County Supervisors Mail Services budget as submitted. Carried 5-0.

Motion by Monson second by Clausen to receive the County Supervisors Communication Center budget increased by \$1,677.00. Carried 5-0.

Motion by Monson second by Smith to receive the County Supervisors Emergency Management budget as submitted. Carried 5-0.

Motion by Monson second by Taylor to receive the County Supervisors Starcom Program budget as submitted. Carried 5-0.

Motion by Taylor second by Ung to postpone action to approve the County Supervisors Ambulance Services -SPI budget as submitted. Carried 5-0.

Motion by Smith second by Ung to receive the County Supervisors District Court Operations budget as submitted. Carried 5-0.

Motion by Monson second by Ung to receive the County Supervisors Court Appointment Juvenile budget as submitted. Carried 5-0.

Motion by Smith second by Clausen to receive the County Supervisors Risk Management Services budget as submitted. Carried 5-0.

Motion by Monson second by Ung to receive the County Supervisors Hard Rock Gaming Fees - Non Tax Siouxland Regional Transit budget and the Woodbury County Senior Meal Program budget as submitted. Carried 5-0.

Motion by Clausen second by Ung to receive the County Supervisors Woodbury County Solid Waste budget as submitted. Carried 5-0.

Motion by Taylor second by Ung to receive the County Supervisors Township Officers budget as submitted. Carried 5-0.

Motion by Monson second by Taylor to receive the County Supervisors Infrastructure/Economic Development – Non Tax Western Iowa Community Improvement Regional Housing budget, the Senior Community Service Action Agency of Siouxland budget and the Woodbury County Fair budget at last year's level for a total reduction of \$6,372.00. Carried 5-0.

Motion by Monson second by Ung to receive the County Supervisors Debt Service Fund budget as submitted. Carried 5-0.

Motion by Clausen second by Ung to receive the County Supervisors Veteran Affairs Administration budget reduced by \$2,500.00. Carried 5-0.

Motion by Monson second by Smith to receive the County Supervisors Veteran Affairs IDVA Grant budget as submitted. Carried 5-0.

Motion by Ung second by Taylor to receive the County Supervisors Veteran Affairs Assistance budget reduced by \$8,000.00. Carried 5-0.

- 11a. Motion by Monson second by Ung to approve the appointment of Alexander Jensen, Civilian Jailer, County Sheriff Dept., effective 1-29-16., \$17.48/hour. Job Vacancy Posted 12-9-15. Entry Level Salary: \$17.48/hr.; the reclassification of Anabel Verdin, Youth Worker, Juvenile Detention Dept., effective 2-06-16, \$23.29/hour, 5%=\$1.24/hr. Per AFSCME Juvenile Detention Contract agreement, from Grade 1/Step 4 to Grade 1/Step 5.; and the appointment of Christina Washington, Civilian Jailer, County Sheriff Dept., effective 02-15-16, \$17.48/hour. Job Vacancy Posted 12-9-15. Entry Level Salary: \$17.48/hour. Carried 5-0. Copy filed.
- 11b. Motion by Taylor second by Monson to approve the AFSCME Juvenile Detention Ratified Agreement. Carried 5-0. Copy filed.
- 11c. Motion by Taylor second by Clausen to approve the AFSCME Courthouse Ratified Agreement. Carried 5-0. Copy filed.
- 11d. Motion by Taylor second by Smith to approve the AFSCME Assistant County Attorney Ratified Agreement. Carried 5-0. Copy filed.
12. Motion by Taylor second by Monson to approve to amend and adopt the Bylaws of the Woodbury County Board of Supervisors. Carried 5-0. Copy filed.
13. Motion by Taylor second by Monson to approve the temporary substitution of Roger Caudron for Jim Johnson for the purpose of representing the Taxpayers Research Council on February 3 for the interview related to the RFQ. Carried 5-0. Copy filed.
14. Board members reported on committee meetings.
15. Lewis Byers, Pierson, addressed the Board about the County Fair budget.
16. The board shared concerns and comments.

The Board adjourned the regular meeting until February 2, 2016.

Meeting sign in sheet. Copy filed.

#7a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

Date: 1-28-16

Weekly Agenda Date: 2-02-16

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Memorandum of Personnel Transactions

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Approval of Memorandum of Personnel Transactions

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to Approve the Memorandum of Personnel Transactions

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: February 2, 2016

*** PERSONNEL ACTION CODE:**

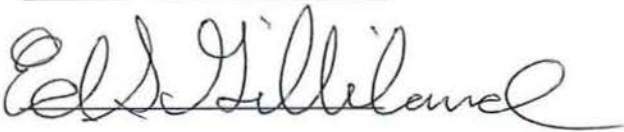
- A- Appointment
- T - Transfer
- P - Promotion
- D - Demotion
- R-Reclassification
- E- End of Probation
- S - Separation
- O - Other

TO: WOODBURY COUNTY BOARD OF SUPERVISORS


NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Sorensen, Robert	County Sheriff	2-08-16	P/T Courthouse Safety & Security Officer	\$16.76/hour		A	Job Vacancy Posted: 11-30-15. Entry Level Salary: \$15.26-\$16.76/hour.
Green, Darnell	Juvenile Detention	3-31-16	Youth Worker			S	Retirement.

APPROVED BY BOARD DATE:

ED GILLILAND, HR DIRECTOR:



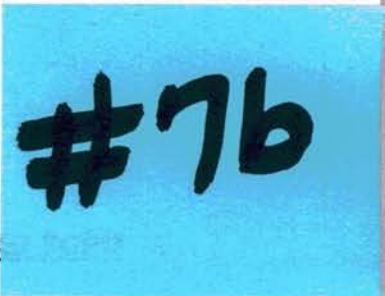
WOODBURY COUNTY
HUMAN RESOURCES DEPARTMENT

TO: Board of Supervisors and the Taxpayers of Woodbury County
FROM: Ed Gilliland, Human Resources Director 
SUBJECT: Memorandum of Personnel Transactions
DATE: February 2, 2016

For the February 2, 2016 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) County Sheriff P/T Courthouse Safety & Security Officer, Appointment.
- 2) Juvenile Detention Youth Worker, Retirement.

Thank you



WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

Date: 01-28-16

Weekly Agenda Date: 02-02-16

DEPARTMENT HEAD / CITIZEN: Jeremy Taylor, Chairman

SUBJECT: Presentation of Award Certificate for 4 hours of Paid Time Off

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Give Direction Other: Informational Attachments

WORDING FOR AGENDA ITEM: Presentation of Award Certificate to Dawn Norton.

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION:

Approved by Board of Supervisors March 3, 2015.

CERTIFICATE OF AWARD
FOUR (4) HOURS OF PAID TIME OFF
AWARDED TO
DAWN NORTON

FOR THE GENEROUS DONATION OF 4 GALLONS TO THE LIFESERVE BLOOD CENTER
(TIME OFF MUST BE REDEEMED WITHIN SIX MONTHS FROM THE DATE BELOW)

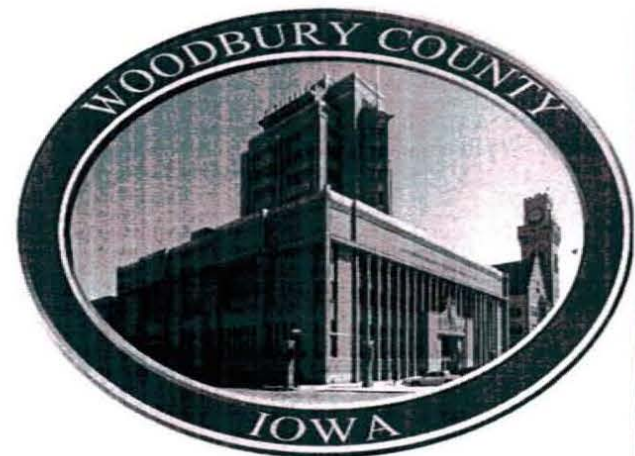
Jeremy J. Taylor, Board of Supervisors, Chairman

Larry D. Clausen, Board of Supervisors

Mark A. Monson, Board of Supervisors

Jaclyn D. Smith, Board of Supervisors

Matthew A. Ung, Board of Supervisors



February 2nd, 2016

#7c

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

Date: 1-26-16

Weekly Agenda Date: 2-2-16

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: CWA Deputy Sheriff's Ratified Tentative Agreement for Approval

ACTION REQUIRED:

Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input type="checkbox"/>

WORDING FOR AGENDA ITEM: CWA Deputy Sheriff's Ratified Tentative Agreement for Approval, Discussion and Action.

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to approve CWA Deputy Sheriff's Ratified Tentative Agreement.

Approved by Board of Supervisors March 3, 2015.

#7d

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

Date: 1-26-16

Weekly Agenda Date: 2-2-16

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: CWA Secondary Roads Ratified Tentative Agreement for Approval

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Give Direction Other: Informational Attachments

WORDING FOR AGENDA ITEM: CWA Secondary Roads Ratified Tentative Agreement for Approval, Discussion and Action.

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to approve CWA Secondary Roads Ratified Tentative Agreement.

Approved by Board of Supervisors March 3, 2015.

COUNTY RECORDER'S REPORT OF FEES COLLECTED
(See Chapter 342, Code)

#8

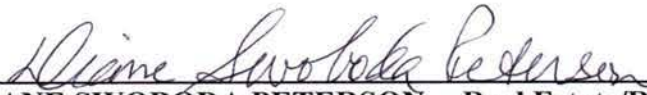
State of IOWA) SS:
County of WOODBURY)

To the Board of Supervisors of WOODBURY County:


I, DIANE SWOBODA PETERSON, Real Estate/Recorder Deputy of the above named County and State, do hereby certify that the following is a true and correct statement of the fees collected by me in my office for the period of 10/01/2015 through 12/31/2015 and the same has been paid to the County Treasurer.

	Number of Documents	Fees Collected
R.E. Transfer Tax State-Monthly		68,786.43
County Share R.E. Transfer Tax		28,838.69
Auditor Transfer Fee	1,120	6,265.00
Records Management Fees	3,735	3,794.00
Lien	134	670.00
Deed	1,068	13,877.00
Mortgage	948	53,153.00
Contract	57	2,075.00
Release/Assignment	1,071	6,299.00
Miscellaneous	341	5,664.00
Claimants	51	460.00
Agreement	46	1,335.00
Elec Tran Fee to State Untransferred (Nov & Dec)		2,416.00
UCC 1 & Addendum	36	514.00
Copy Money-Quarterly		863.50
Vitals Stats State-Monthly		13,098.00
Vitals Stats County-Quarterly		7,765.00
Accts. Receivable Payment-Quarterly		3,440.00
Transfer to Checking Account		0
Previous Qtr. Acct. Receivable Balance		(3,115.00)
Bad Check Adjustment—Quarterly		
Odd Size Documents	29	290.00
Overpayment Fee	45	187.40
Total	8,681	216,676.02

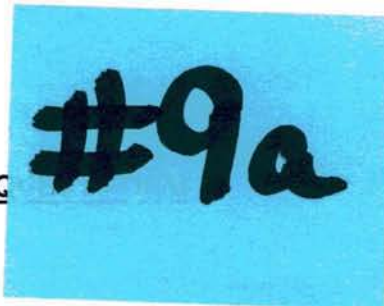
All of which is respectfully submitted.


DIANE SWOBODA PETERSON Real Estate/Recorder Deputy

Subscribed and sworn to before me by DIANE SWOBODA PETERSON, Woodbury County Real Estate/Recorder Deputy this 28th day of January, 2016.


PATRICK F. GILL County Auditor

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC



Date: January 28, 2016

Weekly Agenda Date: February 2, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Karen James, Administrative Coordinator

SUBJECT: Appointment to the Commission to Assess Damages – Category D

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Consideration of appointment to the Commission to Assess Damages – Category D

EXECUTIVE SUMMARY:

On December 1, 2015, a letter went out to Patrick Curry informing him that his term was going to expire on December 31, 2015, and asking him if he was still interested in serving on the Commission. The letter was sent to the wrong address and he did not receive the letter. On Monday, January 25, 2016, Mr. Curry came in the Board office to inform me that he is still interested in serving on the Commission for another term.

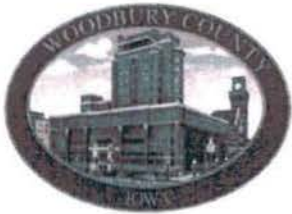
BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: Consideration of appointment to the Commission to Assess Damages – Category D, Persons Having Knowledge of Property Values in the County by Reason of their Occupation.

Approved by Board of Supervisors March 3, 2015. Revised May 5, 2015.



Woodbury County Board of Supervisors

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

MEMBERS

LARRY D. CLAUSEN
SIOUX CITY

MARK A. MONSON
SERGEANT BLUFF

JACLYN D. SMITH
SIOUX CITY

MATTHEW A. UNG
SIOUX CITY

JEREMY J. TAYLOR
SIOUX CITY

BOARD ADMINISTRATIVE COORDINATOR
KAREN JAMES

EXECUTIVE SECRETARY / PUBLIC BIDDER
HEATHER SATTERWHITE

December 1, 2015

Mr. Patrick Curry
~~4416 Lansdown Ave.~~
Sioux City, IA 51105

Dear Mr. Curry:

Your term on the Commission to Assess Damages – Category D, Persons Having Knowledge of Property Values in the County by Reason of Their Occupation will expire on December 31, 2015. If you wish/wish not to be considered to serve on the Commission for another term, please complete the form at the bottom of this letter and return it in the enclosed self-addressed, stamped envelope by December 16, 2015.

Thank you for your past interest and willingness to serve on this Commission.

Sincerely,

Karen James
Board Administrative Coordinator
Board of Supervisors

NAME: Patrick Curry

ADDRESS: 502 Huntington Court

CITY & STATE: Sgt. Bluff, IA

Yes, Please consider me for another term on the Commission to Assess Damages Category D.

No, I do not wish to be considered for another term on the Commission to Assess Damages Category D.

#9b

RESOLUTION

NOTICE OF PROPERTY SALE

Parcel #059025

WHEREAS Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

**South 25 ft of Lots 1, Block 39, North Sioux City Addition and addition to Sioux City, Woodbury County, Iowa
(1421 Silver Street)**

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on the **16th Day of February, 2016 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **16th Day of February, 2016**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$407.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 2nd Day of February, 2016.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Jeremy J. Taylor, Chairman

REQUEST FOR MINIMUM BID

Name: Ozziel Loera Date: 10/14/14

Address: 1518 Silver St. Phone: 577-7231
255-0766

Address or approximate address/location of property interested in:
1421 Silver St.

GIS# 894720460002

This portion to be completed by Board Administration

Legal Description:

South 25ft. of Lots 1, Block 39,
North Sioux City on addition to Sioux City,
Woodbury County, Iowa

Tax Sale #/Date: #1065 10/20/2011 Parcel # 059025

Tax Deeded to Woodbury County on: 12/14/2015

Current Assessed Value: Land \$4,700- Building 0 Total \$4,700

Approximate Delinquent Real Estate Taxes: \$822-

Approximate Delinquent Special Assessment Taxes: \$3000-

*Cost of Services: \$107-

Inspection to: George Baykin Date: 10/14/14

Minimum Bid Set by Supervisor: \$300.00 plus \$107 for cost of services Total: \$407-

Date and Time Set for Auction: February 16th @ 4:35

* Includes: Abstractors costs; Sheriff's costs; publishing costs; and mailing costs.

Date Created: 10/14/2014



Parcel ID 894720460002 **Alternate ID** 059025 **Owner Address** PBM ASSET MANAGEMENT
Sec/Twp/Rng 0-0-0 **Class** R 6333 APPLE WAY STE 115
Property Address 1421 SILVER ST **Acreage** n/a LINCOLN, NE 68516-3504
SIOUX CITY

District 087 SC LL SIOUX CITY COMM
Brief Tax Description NORTH SIOUX CITY
S 25 FT LOT 1 BLK 39

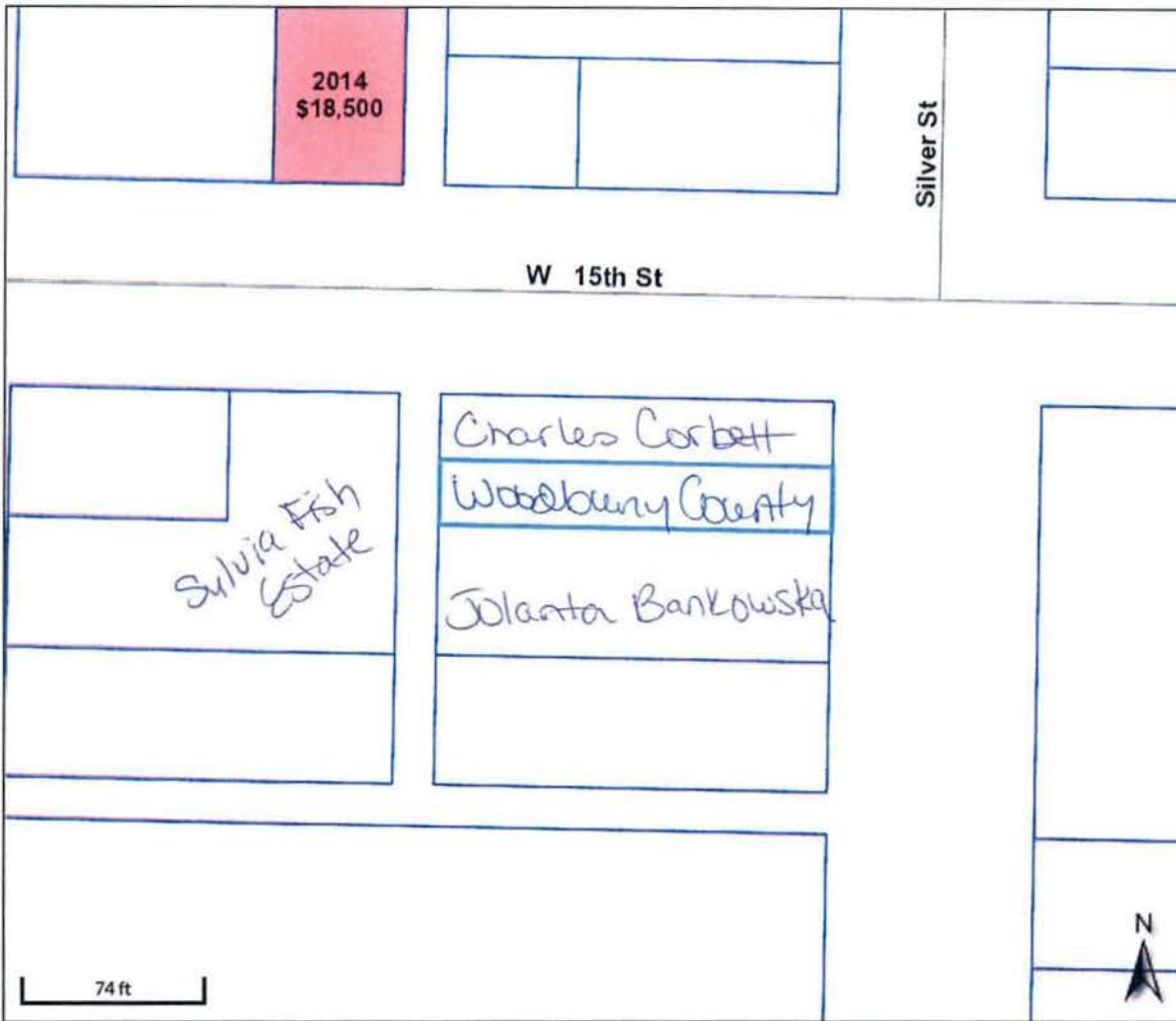
(Note: Not to be used on legal documents)

Last Data Upload: 10/14/2014 1:12:54 AM



Beacon™

Woodbury County, IA / Sioux City



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Sections
- Residential Sales**
- 2013
- 2014
- 2015
- Parcels

Parcel ID 894720460002
 Sec/Twp/Rng 0-0-0
 Property Address 1421 SILVER ST
 SIOUX CITY

Alternate ID 059025
 Class R
 Acreage n/a

Owner Address WOODBURY COUNTY
 WOODBURY COUNTY COURTHOUSE
 620 DOUGLAS ST
 SIOUX CITY, IA 51101-0000

District 087 SC LL SIOUX CITY COMM
 Brief Tax Description NORTH SIOUX CITY
 S 25 FT LOT 1 BLK 39

(Note: Not to be used on legal documents)

Date created: 1/28/2016
 Last Data Upload: 1/28/2016 1:16:14 AM

Developed by
 The Schneider Corporation

#9c

RESOLUTION #

NOTICE OF PROPERTY SALE

Parcel #623385

WHEREAS Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

**The North 100 feet of Lot 6 in Block 4 in the Town of Oto, Woodbury County, Iowa
(100 Washington Ave)**

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on the **16th Day of February, 2016 at 4:37 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **16th Day of February, 2016**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$313.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 2nd Day of February, 2016.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Jeremy J. Taylor, Chairman

REQUEST FOR MINIMUM BID

Name: Frank Weite Date: 4/9/14

Address: P.O. Box 93 Oto, IA 51044 Phone: 251-3706

Address or approximate address/location of property interested in:
100 Washington Ave

GIS# 864306455001

This portion to be completed by Board Administration

Legal Description:
N 100 ft. Lot 6 Block 4 City of Oto

Tax Sale #/Date: 01274 / 2007 Parcel # 623385
~~604450~~

Tax Deeded to Woodbury County on: — 1/15/14

Current Assessed Value: Land \$1,770 Building \$2,660 Total \$4,430

Approximate Delinquent Real Estate Taxes: \$2,430—

Approximate Delinquent Special Assessment Taxes: ~~\$2430.00~~

*Cost of Services: ~~200~~ \$113

Inspection to: George Boylan Date: _____

Minimum Bid Set by Supervisor: \$200.00 plus cost of services \$113 Total: \$313

Date and Time Set for Auction: February 2nd @ 4:37

* Includes: Abstractors costs; Sheriff's costs; publishing costs; and mailing costs.



Beacon™

Woodbury County, IA / Sioux City



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Sections
- Residential Sales
 - 2013
 - 2014
 - 2015
- Parcels

Parcel ID	864306455001	Alternate ID	000000000623385	Owner Address	WOODBURY COUNTY WOODBURY COUNTY COURTHOUSE 620 DOUGLAS ST SIOUX CITY, IA 51101-0000
Sec/Twp/Rng	6-86-43	Class	C		
Property Address	100 WASHINGTON AVE OTO	Acreeage	n/a		
District	067 OTO LL ANTHON OTO COMM				
Brief Tax Description	OTO CITY OF N 100 FT LOT 6 BLK 4 <i>(Note: Not to be used on legal documents)</i>				

Date created: 1/28/2016
Last Data Upload: 1/28/2016 1:16:14 AM

Developed by
The Schneider Corporation



Beacon™

Woodbury County, IA / Sioux City



Overview




Legend

- Roads
- Corp Boundaries
- Townships
- Sections
- Residential Sales
 - 2013
 - 2014
 - 2015
- Parcels

Parcel ID	864306455001	Alternate ID	000000000623385	Owner Address	WOODBURY COUNTY WOODBURY COUNTY COURTHOUSE 620 DOUGLAS ST SIOUX CITY, IA 51101-0000
Sec/Twp/Rng	6-86-43	Class	C		
Property Address	100 WASHINGTON AVE OTO	Acres	n/a		
District	067 OTO LL ANTHON OTO COMM				
Brief Tax Description	OTO CITY OF N 100 FT LOT 6 BLK 4 <i>(Note: Not to be used on legal documents)</i>				

Date created: 1/28/2016
Last Data Upload: 1/28/2016 1:16:14 AM

 Developed by
The Schneider Corporation



Pathology Medical Services of Siouxland, P.C.
2720 Stone Park Blvd
Sioux City, Iowa 51104-3734
(712) 279-3226

#10

J.T. Quesenberry, M.D., FCAP
J.A. Breiner, M.D., FCAP

January 25, 2016

Jeremy Taylor, Chairman
Woodbury County Board of Supervisors
Woodbury County Court House
620 Douglas Street
Sioux City, Iowa 51101

Dear Mr. Taylor,

We have recently added a new pathologist to our group, Bryan W. Steussy, M.D. Dr. Steussy completed his anatomic and clinical pathology residency at the University of Iowa as well as two fellowships in surgical pathology and hematopathology. During residency, he received training in performing hospital medical and medical legal autopsies by Marcus Nashelsky, M.D. who is a Professor of Pathology and a deputy state medical examiner at the University of Iowa, Department of Pathology.

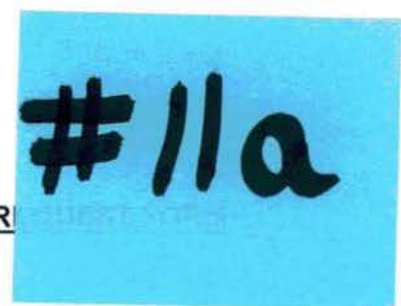
He has been performing medical examiner autopsies under our supervision since his arrival in August 2015. I am requesting that you officially recognize him and appoint him as an assistant Woodbury County Medical Examiner.

Thank you and the Board for your consideration. If you have any further questions, please do not hesitate to contact me.

Sincerely,

Thomas J. Carroll, M.D., Ph.D.
Woodbury County Medical Examiner
Pathology Medical Services of Siouxland.

cc: Karen James, Heather Satterwhite



WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

Date: January 30, 2016

Weekly Agenda Date: February 2, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Board Administration

SUBJECT: Approval of Awarding County Farm bid to Whiskey Creek Partnership

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Approval of Awarding County Farm bid to Whiskey Creek Partnership

EXECUTIVE SUMMARY: Highest bidder was Whiskey Creek Partnership at \$362.11. Please see attached letter from creditor as well.

BACKGROUND: The bids were opened at the December 15th, 2015 Board meeting. Bids were as follows:

Whiskey Creek Partnership \$362.11 per acre with annual total \$73,689.39

Jochum Farm Partnership 4 years—2016 \$48,840, 2017 \$51,893, 2018 \$47,840, 2019 \$51,893 , total \$201,466

Collins Farms \$271.00 per acre

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: Motion to approve county farm bid to Whiskey Creek Partnership

Approved by Board of Supervisors March 3, 2015. Revised May 5, 2015.



Norfolk Agribusiness Finance Office
207 North 34th Street
PO Box 279
Norfolk, Nebraska 68702-0279
(402) 371-1853
(800) 777-1853
FAX (402) 371-6369

January 8, 2016

Woodbury County Board of Supervisors
County Office

Dear Sirs:

Farm Credit Services of America hereby confirms that Whiskey Creek Partnership has the ability to rent the proposed land of approximately 203.5 acres in Woodbury County. They are a customer and have operating funds available to complete this transaction.

If you have additional questions, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Kirk Friedrich", is written over a light blue horizontal line.

Kirk Friedrich
VP- Beef Industry Specialist



WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: January 30, 2016

Weekly Agenda Date: February 2, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Board Administration

SUBJECT: Approval of Farm Lease Contract with Whiskey Creek Partnership

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Approval of Farm Lease Contract with Whiskey Creek Partnership

EXECUTIVE SUMMARY: Highest bidder was Whiskey Creek Partnership at \$362.11. Please see attached letter from creditor as well.

BACKGROUND: The bids were opened at the December 15th, 2015 Board meeting. Bids were as follows:

Whiskey Creek Partnership \$362.11 per acre with annual total \$73,689.39

Jochum Farm Partnership 4 years—2016 \$48,840, 2017 \$51,893, 2018 \$47,840, 2019 \$51,893 , total \$201,466

Collins Farms \$271.00 per acre

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: Motion to approve county farm lease contract to Whiskey Creek Partnership

Approved by Board of Supervisors March 3, 2015. Revised May 5, 2015.

FARM LEASE CASH RENT

THIS LEASE ("Lease") is made between Woodbury County, Iowa, Board of Supervisors ("Landlord"), and Brian Peterson, doing business as Whiskey Creek Partnership ("Tenant") whose address is 1739 Charles Avenue, Lawton, IA 51030.

THE PARTIES AGREE AS FOLLOWS:

1. PREMISES AND TERM. Landlord leases to Tenant the following real estate situated in Woodbury County, Iowa (the "Real Estate"):

Northwest Quarter Southwest Quarter (NW ¼ SW ¼) and Southwest Quarter Southwest Quarter (SW ¼ SW ¼), Section Fourteen (14), Township Eighty-eight (88), Range Forty-seven (47); Southwest Quarter Northwest Quarter (SW ¼ NW ¼) Section Twenty-three (23), Township Eighty-eight (88), range Forty-seven (47); Southwest of road East Half Northwest Quarter (E ½ NW ¼) Section Twenty-three (23) Township Eighty-eight (88), range Forty-seven (47), Woodbury County, Iowa, contains approximately 200 acres and also the Northwest Quarter Northwest Quarter (NW ¼ NW ¼) Section Twenty-three (23), Township Eighty-eight (88), Range Forty-seven (47), Woodbury County, Iowa (approximately 40 acres total, however, excluding there from the County facility and grounds known as Prairie Hills); approximate 240 acres; of this 208.4 acres is being tilled; the rest is in roads, ditches, county facility, and sewage lagoon for county facility.

Said Real Estate containing 203.5 tillable acres, more or less, with possession by Tenant for a term of 3 crop years to commence on the 1st day of March, 2016, and end on the 31st day of December, 2018. At the expiration of this lease Tenant will yield possession to Landlord without further notice in as good condition as when the Real Estate was entered upon by the Tenant.

2. RENT. Tenant shall pay to Landlord as rent for the Real Estate (the "Rent"):

Annual cash Rent of \$73,689.39 payable as follows:

One-half (1/2) of the yearly Rent equaling \$36,844.70 is due on March 1 of each contract year, and the remaining One-half (1/2) equaling \$36,844.69 is due on December 1 each year. All Rent is to be paid in person or by mail to Landlord at the Woodbury County Board of Supervisors' Office at 620 Douglas St., Sioux City, IA 51101. Rent must be in Landlord's possession on or before the due date. All sums past due under this Lease shall draw interest at ten percent per annum, payable from the date they become due.

3. PROPER HUSBANDRY; HARVESTING OF CROPS; CARE OF SOIL, TREES, SHRUBS AND GRASS. Tenant shall farm the Real Estate in a manner consistent with good husbandry, seek to obtain the best crop production that the soil and crop season will permit, properly care for all growing crops in a manner consistent with good husbandry, and harvest all crops on a timely basis. In the event Tenant fails to do so, Landlord reserves the right, personally or by designated agents, to enter upon the Real Estate and properly care for and harvest all growing crops, charging the cost of the care and harvest to the Tenant, as part of the Rent. Tenant shall timely control all weeds, including noxious weeds, weeds in the fence rows, along driveways and around buildings throughout the premises. Tenant shall comply with all terms of the conservation plan and any other required

environmental plans for the leased premises. Tenant shall do what is reasonably necessary to control soil erosion including, but not limited to, the maintenance of existing watercourses, waterways, ditches, drainage areas, terraces and tile drains, and abstain from any practice which will cause damage to the Real Estate.

Upon request from the Landlord, Tenant shall by August 15 of each lease year provide to the Landlord a written listing showing all crops planted, including the acres of each crop planted, fertilizers, herbicides and insecticides applied showing the place of application, the name and address of the applicator, the type of application and the quantity of such items applied on the lease premises during such year.

Tenant shall distribute upon the poorest tillable soil on the Real Estate, unless directed otherwise by Landlord, all of the manure and compost from the farming operation suitable to be used. Tenant may remove from the Real Estate, any straw, stalks, stubble, or similar plant materials, as long as Tenant plants a cover crop and maintains compliance with the conservation plan. Tenant may also use these materials upon the Real Estate for the farming operations. Tenant shall protect all trees, vines and shrubbery upon the Real Estate from injury by Tenant's cropping operation or livestock. Tenant shall not keep livestock on the property without Landlord's written consent. Landlord may withhold consent for any reason.

Tenant shall maintain accurate yield records for the real estate, and upon request, during or after lease term, shall disclose to Landlord, all yield base information required for participation in government programs, if applicable.

4. LANDLORD'S STORAGE SPACE. Tenant may elect to rent storage space in Landlord's grain bins. Tenant must notify Landlord by July 1, 2016 if Tenant desires to rent storage space. Rental of the storage space, if desired, will be accomplished by a separate agreement.

5. ENVIRONMENTAL. Tenant. Tenant shall comply with all applicable environmental laws concerning application, storage and handling of chemicals (including, without limitation, herbicides and insecticides) and fertilizers. Tenant shall apply any chemicals used for weed or insect control at levels not to exceed the manufacturer's recommendation for the soil types involved. Farm chemicals may not be stored on the premises for more than one year. Farm chemicals for use on other properties may not be stored on this property. Chemicals stored on the premises shall be stored in clearly marked, tightly closed containers. No chemicals or chemical containers will be disposed of on the premises. Application of chemicals for agricultural purposes per manufacturer's recommendation shall not be construed to constitute disposal.

Tenant shall employ all means appropriate to insure that well or ground water contamination does not occur, and shall be responsible to follow all applicator's licensing requirements. Tenant shall properly post all fields (when posting is required) whenever chemicals are applied by ground or air. Tenant shall haul and spread all manure on appropriate fields at times and in quantities consistent with environmental protection requirements. Tenant shall not dispose of waste oil, tires, batteries,

paint, other chemicals or containers anywhere on the premises. Solid waste may not be disposed of on the premises. Dead livestock may not be buried on the premises. Tenant shall not use waste oil as a means to suppress dust on any roads on or near the premises.

Tenant shall immediately notify Landlord of any chemical discharge, leak, or spill which occurs on premises. Tenant shall assume liability and shall indemnify and hold Landlord harmless for any claim or violation of standards which results from Tenant's use of the premises. Tenant shall assume defense of all claims, except claims resulting from Landlord's negligence, in which case each party shall be responsible for that party's defense of any claim. After termination, Tenant shall remain liable for violations which occurred during the term of this Lease.

6. TERMINATION OF LEASE. Landlord intends to terminate Lease at the expiration of its term. The tenancy shall not continue because of an absence of notice in the event there is a default in the performance of this Lease. All notices of termination of this Lease shall be as provided by law (Iowa Code § 562.7).

7. POSSESSION AND CONDITION AT END OF TERM. At the termination of this Lease, Tenant will relinquish possession of the Real Estate to the Landlord. If Tenant fails to do so Tenant agrees to pay Landlord \$150 per day, as liquidated damages until possession is delivered to Landlord. At the time of delivery of the Real Estate to Landlord, Tenant shall assure that the Real Estate is in good order and condition, and substantially the same as it was when received by Tenant at the commencement of this Lease, excusable or insurable loss by fire, unavoidable accidents and ordinary wear, excepted.

8. LANDLORD'S RIGHT OF ENTRY AND INSPECTION. In the event notice of termination of this Lease has been properly served, Landlord may enter upon the Real Estate or authorize someone else to enter upon the Real Estate to conduct any normal tillage or fertilizer operation after Tenant has completed the harvesting of crops even if this is prior to the date of termination of the lease. Landlord may enter upon the Real Estate at any reasonable time for the purpose of viewing or seeding or making repairs, or for other reasonable purposes.

9. VIOLATION OF TERMS OF LEASE. If Tenant or Landlord violates the terms of this Lease, the other may pursue the legal and equitable remedies to which each is entitled. Tenant's failure to pay any Rent when due shall cause all unpaid Rent to become immediately due and payable, without any notice to or demand upon Tenant.

10. REPAIRS. Tenant shall maintain the fences on the leased premises in good and proper repair. Landlord shall furnish necessary materials for repairs that Landlord deems necessary within a reasonable time after being notified of the need for repairs. Tenant shall haul the materials to the repair site without charge to Landlord.

11. EXPENSES INCURRED WITHOUT CONSENT OF LANDLORD. No expense shall be incurred for or on account of the Landlord without first obtaining Landlord's written authorization. Tenant shall take no actions that might cause a mechanic's lien to be imposed upon the Real Estate.

12. NO AGENCY. Tenant is not an agent of the Landlord.

13. ATTORNEY FEES AND COURT COSTS. If Landlord prevails in a proceeding to enforce any of the terms of this Lease, Landlord shall be entitled to recover its court costs and reasonable attorneys' fees from the Tenant.

14. CHANGE IN LEASE TERMS. This Lease contains the entire agreement between the parties. The conduct of either party, by act or omission, shall not be construed as a material alteration of this Lease until such provision is reduced to writing and executed by both parties as addendum to this Lease.

15. CONSTRUCTION. Words and phrases herein, including the acknowledgment, are construed as in the singular or plural and as the appropriate gender, according to the context.

16. NOTICES. The notices contemplated in this Lease shall be made in writing and shall either be delivered in person, or be mailed in the U.S. mail, certified mail to the recipient's last known mailing address, except for the notice of termination set forth in Section 6, which shall be governed by the Code of Iowa.

17. ASSIGNMENT. Tenant shall not assign this Lease or sublet the Real Estate or any portion thereof without prior written authorization of Landlord.

DATED: _____, 2016.

TENANT:

LANDLORD:

Brian Peterson
Whiskey Creek Partnership
1739 Charles Avenue
Lawton, IA 51030
(712) 943-5304

Jeremy J. Taylor, Chairman
Woodbury County Board of Supervisors

STATE OF IOWA: }
 }ss.
WOODBURY COUNTY}

This instrument was acknowledged before me on _____, 2016, by Brian Peterson, owner of Whiskey Creek Partnership.

Notary Public for State of Iowa

This instrument was acknowledged before me on _____, 2016, by, Jeremy J. Taylor, Chairperson of Board of Supervisors, Woodbury County, Iowa.

Notary Public for Woodbury County,
State of Iowa

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

#12a

Date: 1/22/16

Weekly Agenda Date: 2/2/16

DEPARTMENT HEAD / CITIZEN: David Gleiser – Rural Economic Development Director

SUBJECT: Resolution on Comprehensive Planning Services for Rural Cities

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Information – Resolution on Comprehensive Planning Services for Rural Cities

EXECUTIVE SUMMARY: The Rural Economic Development department seeks to provide the Board of Supervisors with an update on the development of a resolution for rural cities in Woodbury County that choose to accept comprehensive planning services offered by Woodbury County.

BACKGROUND: Woodbury County intends to hire a qualified consulting firm to develop comprehensive plans for rural cities in Woodbury County. It is proposed that cities interested in accepting these services must pass a resolution (see attached) which states their desire to accept said services, as well as their commitment to the planning process. The resolution in its current form has been reviewed and approved by the County Attorney's Office.

FINANCIAL IMPACT: 0

RECOMMENDATION: Allow the Rural Economic Development Director to deliver presentations to rural city councils in an attempt to quantify the actual number of cities that will be listed in the comprehensive plan Request for Proposals (RFP).

ACTION REQUIRED: Provide consensus on next steps.

Approved by Board of Supervisors March 3, 2015.

_____, IOWA
RESOLUTION NO. _____

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

SO RESOLVED this ____ day of _____ 2016.

Mayor

Attest:

City Clerk

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

#12b

Date: 1/22/16

Weekly Agenda Date: 2/2/16

DEPARTMENT HEAD / CITIZEN: David Gleiser – Rural Economic Development Director

SUBJECT: Comprehensive Planning Services for Rural Cities Request for Proposals (RFP)

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Information – Comprehensive Planning Services for Rural Cities Request for Proposals (RFP).

EXECUTIVE SUMMARY: The Rural Economic Development (RED) department seeks to provide the Board of Supervisors with an update on the development of an RFP for comprehensive planning services to be conducted in Woodbury County's rural cities.

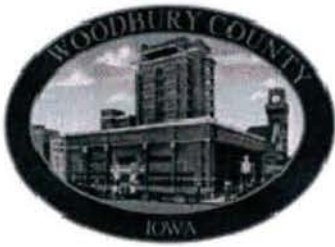
BACKGROUND: Woodbury County intends to hire a qualified consulting firm to develop comprehensive plans for rural cities in Woodbury County. During the initial presentation to the Board of Supervisors, feedback was provided to the RED Director, requiring revisions to the language of the RFP to include adding 2 rural Mayors to the RFP review committee. Those revisions have been made, and one additional revision is being presented which relates to quantifying the number of cities that will receive a comprehensive plan via this project. In order to develop an RFP with the most accurate information possible and to receive the most accurate and definitive responses as possible, it is proposed to confirm the cities that will receive a comprehensive plan. The proposed revision to the RFP has been reviewed and agreed upon by the County Attorney's Office.

FINANCIAL IMPACT: 0

RECOMMENDATION: Allow the Rural Economic Development Director to quantify the actual number of cities that will be listed in the comprehensive plan Request for Proposals (RFP) and revise the language in the RFP accordingly.

ACTION REQUIRED: Provide consensus on next steps.

Approved by Board of Supervisors March 3, 2015.



Request for Proposals (RFP) Woodbury County, Iowa Comprehensive Planning for Rural Cities

Introduction

Woodbury County is requesting proposals from qualified planning consultants to prepare Comprehensive Plans for the incorporated cities in rural Woodbury County. These plans will create a framework for the development of future public policy, particularly in the area of future land use, infrastructure, and economic development.

Woodbury County has 15 incorporated cities and has a total population of 102,172. The City of Sioux City is the County seat and is the largest metro city in the County with a population of 82,459. The 14 incorporated cities outside of Sioux City are rural communities with populations ranging from 100+ to 4,000+. Most of the rural cities have outdated Comprehensive Plans, or they do not have one at all.

Woodbury County is currently experiencing an economic boom. Recent large-scale industrial developments have created more high-paying jobs, as well as adding substantial growth to the overall tax base. This growth has created pressure for the County in the areas of housing and workforce. While Sioux City serves as the predominant holder of residential and retail stock in the County, the current economic climate provides the rural cities with tremendous opportunities for growth and prosperity.

Furthermore, recent advancements in transportation improvements in Woodbury County poise the County for continued growth. The scheduled completion of a four-lane U.S. Highway 20 throughout Woodbury County and across the State of Iowa provides a major East/West transportation artery throughout the County and presents a strong opportunity for increased traffic volumes and economic development. Other recent improvements and requests for additional improvements along Interstate 29 throughout Woodbury County increase the likelihood for additional economic development activity to occur on the County's major North/South transportation corridor.

The Woodbury County Rural Economic Development Department is devoted to promoting and facilitating economic and community development in the incorporated and unincorporated areas of Woodbury County outside of its urban center, Sioux City. As the department's overarching objective is to provide support for growth and prosperity and to enhance the overall quality of life in Woodbury County, the Rural Economic Development Department seeks to assist the rural cities with obtaining Comprehensive Plans for each of their respective communities. It is anticipated that a Comprehensive Plan will provide each rural city with a clear vision for its respective community, and will help generate consensus amongst its residents and elected officials on issues related to growth. It will also provide recommendations that are designed to promote quality development that is congruent with the vision of the

community. Furthermore, many municipal grant opportunities require a city to have a Comprehensive Plan in order to be eligible to submit an application for an award.

The Comprehensive Plan will be the basis for establishing policies and priorities for coordinated development and redevelopment, as well as future infrastructure expansion. It will include policy statements, goals, objectives, guidelines, maps and graphics that will serve as a foundation for future land use decisions. The Comprehensive Plan shall provide strategies to encourage economic development, quality residential growth, and general improvements for the protection of the quality of life for the residents and businesses in rural cities.

Overview of Cities

Listed below are the rural cities in Woodbury County that will receive a comprehensive plan as outlined in this RFP:

City	Population	Status of Most Recent Comprehensive Plan
1. Anthon	565	2004
2. Bronson	322	-
3. Correctionville	821	2008
4. Cushing	220	-
5. Danbury	348	-
6. Hornick	225	-
7. Lawton	908	1970
8. Oto	108	-
9. Pierson	366	1974
10. Sloan	973	-
11. Smithland	224	-

Project Area and Timeframe

The physical scope of the Comprehensive Plan will be the incorporated area of each respective rural city. Areas outside of the city's current jurisdiction may be addressed as they pertain to potential annexation for future residential, commercial, and industrial growth opportunities.

The project shall commence, be completed, and presented within a 36-month timeframe. The County anticipates the project beginning by May 2016.

Scope of Services

The following is a general description of the tasks to be required of the consultant. In preparing a proposal, the consultant may modify the list of tasks to best satisfy the requirements of the Plan.

1. Initial meeting with the Rural Economic Development Director and Rural City Mayors and City Clerks to review the project schedule, schedule meetings and begin the process of data acquisition for each rural city (City).
2. Obtain existing plans, maps and other documents relevant to the project.
3. Schedule and conduct meetings with appropriate elected and appointed officials. These meetings should include the City Council, Planning & Zoning Commission, and various City Staff members. The purpose of these meetings will be to obtain input and guidance as it relates to the Comprehensive Plan process.
4. Schedule and conduct public meetings and topic-specific focus groups as necessary.
5. Conduct a community asset mapping and visioning session for the development of a vision statement and goals and objectives for the future growth of the City.
6. Identify issues/needs, and develop goals, objectives and implementation strategies.
7. Prepare draft topical document sections for City Staff review.
8. Make periodic reports to the City Councils and Rural Economic Development Director.
9. Deliver presentations at public hearings to secure adoption of the Plan for each City.
10. Key-sections of the Comprehensive Plan that MUST be included:
 - **Executive Summary** – Concise summary of the information contained in the Plan.
 - **Introduction** – Provide an introduction to the Plan, a brief look at the history of the City, and include pertinent information relating to the City and the planning process.
 - **Community Profile and Analysis** – Present population trends and projections, demographic characteristics, household information, income and education levels, revenues and expenditures of the City and current conditions of the community.
 - **Community Vision** – Develop vision statement along with goals and objectives.
 - **Housing** – Assess the current condition of the housing stock available within the City. Describe housing characteristics (physical/financial) and housing market

(sales/foreclosures/new construction). Identify issues/needs, and establish goals and objectives related to housing.

- **Public Infrastructure and Utilities** – Provide an overview of current public infrastructure, utility accommodations and capacities. Include water and sewage management, electricity, natural gas, and telecommunications. Identify issues/needs and establish goals and objectives addressing future infrastructure improvements and funding sources.
- **Land Use and Zoning Ordinances** – Provide current land use map and develop a future land use map along with development growth pattern projections. Include zoning ordinances and annexation policies. Address natural resources and sensitive land use areas. Identify issues/needs, and establish goals and objectives.
- **Community Facilities and Services** – Address the provision of shared private and public facilities services. Provide information on protective services, education, health and social services, parks and recreation, and arts and culture. Identify issues/needs, and establish goals and objectives.
- **Economic Development** – Assess past and current labor force conditions and employment trends of the City. Describe commuting patterns, and existing businesses and vacancies. Identify issues/needs, and establish goals and objectives related to the coordination of growth and development decisions within the City.
- **Transportation** – Assess major thoroughfares, roads and streets, sidewalks, railroads, and airports. Develop transportation connectivity plans in conjunction with future land uses and development. Identify issues/needs, and establish goals and objectives.
- **Implementation and Administration** – Identify how the plan will be implemented to achieve the community's vision.

The planning process shall be such that the Plan document will be developed and submitted to the City in topical sections for review, comment and approval. Not only will this enable the project to remain at a manageable scale, but it will allow the City Council, City Staff and Planning & Zoning Commission to more effectively monitor the progress of the work program.

The final report shall be submitted in three formats per City:

1. 10 printed, bound, color copies;
2. An unbound reproducible original copy;
3. CD-ROM of the text and all computer graphics, compatible with those programs utilized by the City.

End Product

The Plan will be presented in a format and language that is user-friendly and easily comprehended and accessible to the general public. The consultant should make an effort to minimize the use of technical planning jargon. The extensive use of maps, graphics and other devices that will enhance the readability and ease-of-use of the Plan is required. At the completion of the Plan process, the consultant must provide a Plan complete with all maps, graphs and tables.

A number of summaries, in brochure or poster format, condensing the findings, goals and objectives of the Plan must also be supplied. This information, like all information supplied to the City, should also be available in electronic format. The City and Woodbury County shall retain ownership of all generated data.

Existing Plans

Existing Comprehensive Plans will be made available to the consultant.

Citizen/Business Community Participation

Citizen participation is paramount to the development of these Comprehensive Plans. The planning process shall incorporate citizen participation program to encourage and facilitate input from City residents. Additionally, the City's business community should also be engaged in the planning process and be solicited for input on this Plan.

Client Responsibilities

The Cities shall provide all available existing documentation to the consultant and will make staff available on an as needed basis. City Staff, primarily the City Clerk, will schedule, coordinate and make all necessary arrangements for meetings conducted by the consultant during the course of this project.

Submission Requirements

In order to be considered, the qualifications and bid must be received by the Rural Economic Development Director on or before 5:00pm, Friday, April 1st, 2016.

All proposals must be in a sealed envelope marked:

REQUEST FOR PROPOSALS
COMPREHENSIVE PLANNING SERVICES
ATTN: DAVID GLEISER

Each proposal must be limited to no more than thirty (30) pages and shall contain the following information:

1. A proposed work program based upon the scope of work in this request. The consultant may incorporate his or her own ideas beyond those outlined in the RFP.

2. A detailed theoretical timeline for the completion of the project, including specific areas of concentration (i.e. background documentation, demographic analysis, redevelopment areas, public meetings etc.)
3. A statement of qualifications, relevant experience and key personnel who will be responsible for the execution of this project, including qualifications of any sub-consultants named in the proposal. This may include addendum copies of past projects.
4. A list of three (3) professional references with mailing address, email address and phone numbers.
5. A detailed cost breakdown of the project.
6. The name, title, mailing address, email address, and telephone number of the individual authorized to negotiate and contractually bind the company during the period of the proposed evaluation.
7. A statement that the proposal is binding for not less than 60 days after the proposal due date.
8. List, by partner and staff level, hourly billing rates to be charged should the County expand the scope of the project or require additional services.

Proposals that consist of more than thirty (30) pages of text and graphic will not be considered by Woodbury County.

Copyright Release

Those firms responding to the RFP shall supply a limited copyright release in order for County Staff to make copies of any copyrighted materials submitted within the proposal.

Selection Process

The deadline for submission of proposals is on or before 5:00pm, Friday, April 29th, 2016.

The Rural Economic Development Director will serve as the County's primary liaison to the successful firm. There will be a selection committee for this project consisting of two members of the Woodbury County Board of Supervisors, the County Planning & Zoning Director, the County Finance Director, the County Rural Economic Development Director, and 2 Rural City Mayors.

The selection of a planning consultant will occur as a result of a detailed process. After review of the RFP qualifications and bids by the selection committee, a short list will be created and those firms will be requested to make a brief presentation detailing their qualifications and bid to the selection committee. Several criteria will be closely evaluated, including, but not limited to the following: technical approach to the project, qualifications of staff, logical capabilities

and previous performance with planning projects in similar communities in the Siouxland Region. Interviews will be limited to a maximum of three (3) or four (4) consultants.

Following the interview process, the County will attempt to negotiate an agreement with the top-ranked consultant. If no agreement can be reached with the top-ranked consultant, that consultant shall be dismissed and the County shall proceed with negotiations with the second-ranked consultant. This process may be repeated as necessary until an agreement can be negotiated that is satisfactory to both parties.

The selection committee will make their final recommendation to the entire Board of Supervisors who will then vote to approve the hiring of the selected firm and enter into a formal contract for planning services.

Compensation

Following the selection of a firm and the successful negotiation of an agreement, a contract shall be negotiated between the County and the successful firm. Reimbursement shall be made according to an agreed upon schedule, specified within the contract.

Contact Information

Firms responding to this solicitation should mail proposals to and direct all inquiries to:

David Gleiser
Woodbury County
620 Douglas Street, 6th Floor
Sioux City, IA 51101
Telephone: (712) 279-6609
Email: dgleiser@woodburycountyiowa.gov

Reservation of Rights

Woodbury County reserves the right, at its sole discretion, to use without limitation any and all information, concepts, and data submitted in response to this RFP, or derived from further investigation of such proposals. The County further reserves the right at any time and for any reason, to cancel this solicitation, to reject any and all proposals, to supplement, add to, delete from, or otherwise change this RFP as determined in the sole and absolute discretion of the County. The County may seek clarifications from a respondent regarding his or her proposal at any time and failure to respond promptly may be cause for rejection. The County also reserves the right to interview only those respondents it determines shall provide the most advantageous services and to negotiate with one or more respondents to contract terms acceptable to the County.

#12c

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 1/22/16

Weekly Agenda Date: 2/2/16

DEPARTMENT HEAD / CITIZEN: David Gleiser – Rural Economic Development Director

SUBJECT: USDA Rural Development – Rural Business Development Grant (RBDG)

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Information – Funding Opportunity through the United States Department of Agriculture (USDA) Rural Development – Rural Business Development Grant (RBDG).

EXECUTIVE SUMMARY: The Rural Economic Development (RED) department seeks to provide the Board of Supervisors with information about a funding opportunity through USDA Rural Development to help offset the County's cost of its comprehensive planning project for its rural cities.

BACKGROUND: Woodbury County intends to hire a qualified consulting firm to develop comprehensive plans for rural cities in Woodbury County. While the actual cost to conduct this project is unknown at this time, it's anticipated to be fairly substantial (potentially over \$100,000). The RED department has received feedback from the Regional USDA RD office stating that if the application and purpose is structured correctly it appears that the project could fit in RBDG as an Opportunity Project. Additionally, it was told that Iowa's allocation for the Opportunity Grant side of things will be \$32,000 so an application request of \$32,000 or less is recommended. Applications for this grant are due 6/1/16.

FINANCIAL IMPACT: 0

RECOMMENDATION: Allow the Rural Economic Development Director to discuss grant writing and administration options with Siouxland Interstate Metropolitan Planning Council (SIMPCO), as Woodbury County is a dues paying member. All potential solutions will be brought back to the Board for further discussion and action accordingly.

ACTION REQUIRED: Provide consensus on next steps.

Approved by Board of Supervisors March 3, 2015.



Rural Business Development Grants Program 101

Fact Sheet

What does this program do?

RBDG is a competitive grant designed to support targeted technical assistance, training and other activities leading to the development or expansion of small and emerging private businesses in rural areas that have fewer than 50 employees and less than \$1 million in gross revenues. Programmatic activities are separated into enterprise or opportunity type grant activities.

Who may apply for this program?

Rural public entities including, but not limited to:

- Towns
- Communities
- State agencies
- Authorities
- Nonprofit Corporations
- Institutions of Higher Education
- Federally-recognized Tribes
- Rural Cooperatives

What is an eligible area?

RBDG funds must be directed for projects benefitting rural areas or towns outside the urbanized periphery of any city with a population of 50,000 or more. Check eligible areas.

How much funding is available?

There is no maximum grant amount for enterprise type grants; however, smaller requests are given higher priority. Generally, grants range from \$10,000 up to \$500,000. There is no cost sharing requirement. Opportunity type grant funding is limited to a maximum award of \$50,000 for unreserved funds. Total opportunity type grant funding is limited statutorily to up to 10% of the total RBDG annual funding.

How may funds be used?

Enterprise type grant funds must be used on projects to benefit small and emerging businesses in rural areas as specified in the grant application. Uses may include:

- Training and technical assistance, such as project planning, business counseling/training, market research, feasibility studies, professional/technical reports, or product/service improvements

- Acquisition or development of land, easements, or rights of way; construction, conversion, renovation, of buildings, plants, machinery, equipment, access streets and roads, parking areas, utilities
- Pollution control and abatement
- Capitalization of revolving loan funds including funds that will make loans for start-ups and working capital
- Distance adult learning for job training and advancement
- Rural transportation improvement
- Community economic development
- Technology-based economic development
- Feasibility studies and business plans
- Leadership and entrepreneur training
- Rural business incubators
- Long-term business strategic planning

Opportunity type grant funding must be used for projects in rural areas and they can be used for:

- Community economic development
- Technology-based economic development
- Feasibility studies and business plans
- Leadership and entrepreneur training
- Rural business incubators
- Long-term business strategic planning

How are applications evaluated for competitive funding?

RBDG applications compete at the state office level, which are dependent on appropriations.

All applications are evaluated based on:

- Evidence showing job creation to occur with local businesses;
- Percent of nonfederal funding committed to the project;
- Economic need in the area to be served;
- Consistency with local economic development priorities;
- Experience of the grantee with similar efforts; and

Other factors described in the current Notice of Solicitation of Applications (NOSA), if one is published.

How do we get started?

- Applications are accepted through USDA Rural Development's local or State offices once per year. Applicants are advised to view program information specific to your local or State office to learn about local application timelines, concept paper requirements, etc.
- Grant awardees will need to complete required paperwork and comply with the terms and conditions of the award. Contact your local or State office for details.

Who can answer questions?

- Contact your local office.

What governs this program?

- Basic Program – 7 CFR Part 4280, Subpart E
- This program is authorized by the Consolidated Farm and Rural Development Act (ConAct)

What governed the predecessor programs of RBEG and RBOG, as well as all awards given before FY 2015?

- RBEG Basic Program - RD Instruction 1942-G
- RBOG Basic Program - 7 CFR Part 4284
- This program was authorized by the Consolidated Farm and Rural Development Act (ConAct)

Why does USDA Rural Development do this?

This program provides grants for rural projects that finance and facilitate development of small and emerging rural businesses help fund distance learning networks, and help fund employment related adult education programs. To assist with business development, RBDGs may fund a broad array of activities.

NOTE: Because citations and other information may be subject to change please always consult the program Instructions listed in the section above titled "*What Law Governs this Program?*" You may also contact your local or State office for assistance.

Forms & Resources

NOTE: If state specific forms are not shown above, please refer to the application materials listed below to start the process of applying. Please ensure that your state is selected in the dropdown menu above to find the State Office contact information for this program and speak to a Business Programs Specialist before attempting to fill out any forms or applications. This will save you valuable time in the process.

Preliminary Actions Required

To complete an application for this program, you must be pre-registered with the System for Award Management (SAM) and also have a Data Universal Number System (DUNS) number. Neither of these applications cost money, but they can take time so be sure to get this taken care of right away. If you are already registered with these systems, you do not need to do it again.

Useful Forms

- Application for Federal Assistance - SF-424 (pdf)
- Restrictions on Lobbying - Instruction 1940-Q (pdf)

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

#12d

Date: 1/22/16

Weekly Agenda Date: 2/2/16

DEPARTMENT HEAD / CITIZEN: David Gleiser – Rural Economic Development Director

SUBJECT: Status of Foreign Trade Zone Application

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Information – Update on the Status of Foreign Trade Zone (FTZ) Application

EXECUTIVE SUMMARY: The Rural Economic Development (RED) department seeks to provide the Board of Supervisors with an update on the County's application to join FTZ #288.

BACKGROUND: Woodbury County applied to join the Northwest Iowa Development (NWID) FTZ #288 in Feb. 2014. The application fee was \$3,500. Upon review of the application by the FTZ Board in D.C., the application was denied due to objections made by the Sioux Falls Port Authority Director. Efforts made to resolve the objections were unsuccessful. NWID has resolved to return Woodbury County's application fee, which has since been received.

FINANCIAL IMPACT: + \$3,500

RECOMMENDATION: None

ACTION REQUIRED: None

Approved by Board of Supervisors March 3, 2015.



NORTHWEST IOWA DEVELOPMENT

Beyond Expectations.

February 12, 2014

Mr. David Gleiser
Director of Economic Development
Woodbury County
6th Floor Court House
620 Douglas Street
Sioux City, IA 51101

Mr. Gleiser,

This letter is intended to provide information to you pertaining to the Northwest Iowa Economic Development Corporation's (NWID) proposed application to the U.S. Foreign-Trade Zones (FTZ) Board for authority to expand the use of a new procedure (the "Alternative Site Framework") to provide quick and simple access to FTZ service for companies in our region. Our organization is the grantee of FTZ #288 and currently sponsors a limited number of FTZ sites in our region. The authority we are requesting from the FTZ Board would enable us to quickly bring FTZ designation to any company within our proposed "service area." We will be asking to expand our proposed service area to include Woodbury County, IA. The Grant has already been approved to include Plymouth, Cherokee, Sioux, Lyon, Osceola and O'Brien Counties in northwest Iowa.

FTZ designation can provide companies with customs duty savings and logistical benefits that can help encourage them to establish or maintain operations in the U.S. As such, access to FTZ benefits can be an important tool in economic development efforts. If the FTZ Board approves our application, NWID will be able to bring FTZ designation to companies anywhere in the proposed service area based on those companies' trade-related needs. We also note that FTZ access will be made available on a uniform basis to companies across the service area, in a manner consistent with the legal requirement that each FTZ be operated as a public utility.

If you have questions about NWID's expansion application to the FTZ Board, please contact Steve Simons at 712-472-8546 or ssimons@co.lyon.ia.us. If you have comments you would like the FTZ Board to consider regarding the proposed inclusion of Woodbury County in the proposed service area of FTZ #288, please provide your comments to the staff of the FTZ Board by March 15, 2014. The FTZ Board staff also welcomes any questions you may have – the staff can be reached at 202-482-2862 or ftz@trade.gov.

Sincerely,

Stephen Simons
Chairperson, NWID

Cc: Dan Janssen, NWID Treasurer
Bill Hooton, ITTS-Iowa Consultant



NORTHWEST IOWA DEVELOPMENT

Beyond Expectations.

February 12, 2014

Mr. David Gleiser
Director of Economic Development
Woodbury County
6th Floor Court House
620 Douglas Street
Sioux City, IA 51101

Mr. Gleiser,

We are pleased to advise you that Northwest Iowa Economic Development Corporation, dba Northwest Iowa Development (NWID), Grantee of FTZ #288, has formally resolved to invite Woodbury County to become part of Northwest Iowa Development's FTZ# 288's 'Service Territory'.

Should Woodbury County choose to accept this offer by "Signing" the ASF Service Area Concurrence Letter and returning it to Northwest Iowa Development, NWID with a check for \$3,500, as called for in the FTZ's Zone Tariff, NWID will immediately and expeditiously begin preparing and, when completed, submit a Zone Expansion Application to include Woodbury County as part of FTZ #288.

The application should take about two weeks to prepare and submit and approval should be forthcoming within six months of the Application being received and given a Docket Number and published in the Federal Register. We have spoken with the Port Director who has jurisdiction over our Zone Grant, Sioux Falls Port of Entry, and with the FTZ Staff who will be reviewing the Application and we expect no difficulties or unusual delays in this process.

With your commitment to be part of our 'service territory' and the payment of your application fee, will also secure access to NWID's FTZ Consultant to undertake, at no cost to the prospect, an FTZ and International Business Opportunity Cost/Benefit Analysis for the balance of 2014 and while the Application is pending, subject to availability and agreed scheduling.

We very much look forward to working with you to bring these important economic incentives to Woodbury County businesses and for the entire region to become more attractive to inward international investment and internationally oriented businesses.

Sincerely,

Stephen Simons
Chairperson, NWID

Attachments: ASF Notification Letter Woodbury County
ASF Service Area Concurrence Letter Woodbury County

Cc: Dan Janssen, NWID Treasurer
Bill Hooton, ITTS-Iowa Consultant



Woodbury County Board of Supervisors

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

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KAREN JAMES

EXECUTIVE SECRETARY / PUBLIC BIDDER
HEATHER SATTERWHITE

March 11, 2014

Northwest Iowa Economic Development Corporation
603 West Park Street
Sheldon, IA 51201

Dear Steve:

The purpose of this letter is to document the support of Woodbury County for inclusion within the Service Area of Foreign-Trade Zone (FTZ) #288. We understand that this means that the grantee, Northwest Iowa Economic Development Corporation, dba Northwest Iowa Development, will be able to apply to the Foreign-Trade Zones Board for authority to serve sites located within the county based on businesses' trade-related needs. We also note that the zone will be made available on a uniform basis to companies within the county, in a manner consistent with the legal requirement that each FTZ be operated as a public utility.

Sincerely,

George W. Boykin
Chairman
Board of Supervisors

International Trade & Transportation Strategies - Iowa

The Carriage House
514 Hill Avenue
Walden, NY 12586

TSHooton1@gmail.com
815-990-9368

TO: NWID
FROM: Bill Hooton – ITTS-Iowa
RE: Suggested 'White Paper' on Zone expansion for Legislators
DATE: 04/06/2015

Dear All,

I had an opportunity to speak with Liz Whiteman, the Mid-west liaison for the FTZB, regarding Customs denial of NWID's Application to expand its service territory to include Woodbury County. She confirmed two things. First, the Board cannot (will not) force Customs to accept an expansion of service territory and/or to concur with the approval of a new site within a service territory or the activation of any already approved sites (NWID has three). Customs does respond to political persuasion, especially if it comes with more resources to support their mission. Second, even if the expansion of service territory does not happen, NWID remains the closest Zone Grant to Woodbury County/Sioux City and any individual company there can apply through NWID to become a Sub-zone of NWID. That Application takes a bit longer than under the Alternative Site Framework procedures but otherwise would work as we had hoped and within the same Fee Schedule already adopted. Each Sub-zone Application, however, would require Customs concurrence as would the 'activation' of any approved site. It would seem unlikely that Customs would refuse to activate a site (sub-zone or otherwise) that they had already approved in the application process, but they could and, given the 'reason' Port Director Horan had for not concurring with the Expansion Application, it would seem likely.

In summary, NWID can offer Woodbury County access to the Zone program by supporting individual Sub-zone Applications. We already have that authority and fee schedule and need no other approvals. Approval of any additional sites and activation of those sites (two separate chances for Customs to say no), in Woodbury County and throughout NWID, is dependent of Customs concurrence. We need to help Customs get the resources necessary support a program (the national FTZ Program) that they are mandated to oversee and to ensure that they are not 'arbitrary' and prejudicial to certain geographies and political jurisdictions.

In the meantime the following outline of the issues raised by CBP's 'objection' to the expansion of NWID's FTZ to Woodbury County still stand and might usefully be shared with influential local, regional and national politicians:

1. Woodbury County lies entirely within the 'Adjacency Requirements' indicated in the Foreign Trade Zones Board's AFS Expansion Application Guidelines – "Zones must be located within 60 miles or 90 minutes of the **outer limits** of the Customs Port of Entry. Our Application met that criteria as clearly demonstrated in the Port of Entry Proximity Map (see attached) submitted with our Expansion Application.

2. There are other recently expanded Zones in Iowa (FTZ # 133, Quad Cities) that have 'approved' territories (Counties) beyond the FTZB recommended limits (Dubuque – 80 miles/100 minutes).

3. We informally discussed the proposed Service Territory expansion with Port Director Horan prior to its submission and he had no objections but he also had the luxury of a second Customs Officer at that time and the issue of coverage didn't come up. In other words, if he had the resources, Port Director Horan would be pleased to service the expansion.

4. The reason that Port Director Horan gave for being unwilling to allow expansion of Zone status to Woodbury County was that it would be 'unfair' (to Sioux Falls) to have to close his office (assuming there is only one Customs Officer available) to audit sites in Woodbury County (Sioux City). There are several problems with Port Director Horan's reasoning.

First, he doesn't get to choose the Customs transactions he has to oversee. He and the Customs Service in general are mandated to oversight all the customs transactions within their service areas on an equal, public utility basis. Woodbury County is within his service territory. The issue is that Customs seems to not have the resources, in some areas, to perform the function they are obliged to fulfill. It's a Customs resource issue not an Application issue.

Second, the FTZ Program is a Federal Benefit and every citizen of the US (Corporate or individual) has the right to 'petition' their government for equal access to any Federal Program/Benefit. A government agency can't discriminate based on the timing of that petition (Application) or where in the US it emanates from.

Third, Customs is obliged by the Foreign Trade Zones Act, to serve the Zone program at Customs expense and provide their audit functions to any and every Zone site that is approved and activated. Customs needs to find the resources (although helping them would be a good idea) not discriminate against the last applicant for what should be a universal service.

Fourth, Horan's expressed position would not only unfairly discriminate against Woodbury County's 'petition', it would imply that any new Zone user with in the already approves FTZ's that the Port Director oversees would make the same demands on his time and resources as a new user in Woodbury County. This would include refusing to activate any of the already approved and designated Zone site within the NWID Zone. In other words, all the effort and expense of securing the NWID Zone Grant in the first place was for naught, no new Zone sites within the already approved service territory and the already approved Sites can't be activated, thereby denying those Citizens the right they have already been granted and that can't be arbitrarily withdrawn.

Sioux City is a critical economic engine for the region and NWID is the closest FTZ Grant that could readily give them access to this important economic benefit, especially as it relates to attracting inward international investment to the region. Second, the entire County lies within the Port adjacency requirements mandated by Customs and the FTZ Board in Washington and recognized and approved in our original application (see attached).

We understand that staff available to Customs at the Port since NWID's original application has diminished greatly and that Customs has considerable concern about the possibility of having to close their office at the Airport in order to perform the auditing responsibilities associated with the activated FTZ sites within their jurisdiction. This is a real concern for us as well but one that we believe should and could be addressed by getting Customs more resources not restricting international commerce in the region.

Customs already have the responsibility to oversee active Zone sites within the two Zones that lie within in the Sioux Falls Port District and need the resources to be able to do that work. We don't believe that the inclusion of Woodbury County in our Zone will demand much more of those resources but we do believe it can provide the political clout to help us obtain them.

International Trade & Transportation Strategies - Iowa

38 First Ave. NW
P.O. Box 526
Le Mars, Iowa 51031

TSHooton1@gmail.com
815-990-9368

TO: Karyn Frideres – Senator Ernst’s Office
FROM: Bill Hooton – ITTS-Iowa
RE: NWID’s FTZ#288 Expansion of Service Territory Application to include Woodbury County, IA and thus Sioux City in that Service Territory
DATE: 06/18/2015

Karyn,

It was a pleasure to finally get to speak with you this week. I hope that the office move went well and that you are settling in nicely. Our topic of conversation was the decision by Customs & Border Protection Agency’s Office (CBP) in the Sioux Falls, SD Port of Entry (POE) (and, more particularly, its Letter of Non-Concurrence from its Port Director Michael Horan to the U.S. Department of Commerce Foreign Trade Zones Board) objecting to the expansion of the Service Territory of FTZ #288 (of which North West Iowa Development (NWID) is the Grantee) to include Woodbury County, IA in its expanded Service Territory.

Our conversation was wide ranging and I’m sure somewhat obscure for anyone unfamiliar with the US Foreign Trade Zone Program and the legislation (the Foreign Trade Zone Act) that created and controls that Program. As promised, I will try to summarize and highlight our discussion and put it in a framework that I hope helps you understand what I perceived as fairness and legal issues that are raised by CBP’s ‘objection’ and, specifically, how the reason given (the Port Director’s inability to leave his office) not only unfairly denies Woodbury County and Sioux City use of the U.S. Foreign Trade Zone Program it also threatens to make the hard work and expense NWID incurred to bring this beneficial federal program to the region of no avail. If he can’t leave the office he can’t audit the already approved FTZ sites or any new designation of other sites in NWID existing service territory.

By way of introduction, the US FTZ Program derives from depression era legislation, the 1934 Foreign Trade Zone Act, that was instituted to try and ‘level the playing field’ for companies that manufactured and/or assembled product in the US while still using some foreign sourced raw materials, parts and components in that manufacturing process. Through use of the Zone Program, they could be competitive with foreign manufacturers of the same goods and, in the process, retain jobs in the US and increase exports from the US. The program has served both purposes well.

Among the governmental agencies with jurisdiction over Foreign Trade Zone activities, CBP was given the primary oversight/audit role and the responsibility of serving the US Zone Program in that capacity at Customs expense. Those ‘obligation’ remains today.

As overseeing the Zone program does consume some CBP resources, CBP has an opportunity to ‘comment’ (concur or not concur) on each and every Zone Application, whether for a New Grant Application, an individual Site/User Application, Expansion Application and/or Boundary Modification Application. Their adverse comments can be determinative of the FTZB’s approval but only if the FTZ

site(s) in question exceed the 'adjacency' limits established by the FTZB for proximity of a Site(s) to a CBP POE. That adjacency rule, which can be viewed by going to the FTZB Web Site, clicking on the section 'New to Zone' and looking at the section titled "Where can a Zone be Located" and states that if a proposed Zone Site is "within 60 statutory or 90 minutes driving time from the **outer limits** of the CBP Port of Entry as verified by the CBP Services Port Director" it meets the agreed adjacency requirements. If the Site(s) meets that proximity criteria, CBP can't just say they don't have time to pay attention to Iowa because they are paying attention to South Dakota. Even if the site did not meet this adjacency requirement, and many approved sites do not, CBP has several other criteria/procedures they can and do adopt that would allow them to say yes.

This brings us to some elemental truths that apply to issues involved here. Any citizen of the United States, individual or corporate, can petition their government for any benefit that the government provides and the government (and their agents) is obliged to allocate those benefits on a public utility basis, where costs and access are fair, reasonable and equally applied. This public utility basis is a centerpiece of the US FTZ Program and the purpose of the program is to give every community and every business an equal opportunity to enjoy, within limits, the benefits of the FTZ program. The general position of the oversighting agencies should be and often is how to say yes and saying no can't be arbitrary or capricious and vary greatly between geographies.

Many Zone Grants of Authority in the US have active sites beyond sixty mile/90 minute rule with the concurrence of CBP, including all three of the other FTZ Grants of Authority in Iowa, FTZ # 107- Polk County/Des Moines; FTZ #133 – Quad Cities and FTZ #175 Cedar Rapids.

Leaving these more general and esoteric reasons why CBP should have said yes to NWID's Expansion Application and trying to avoid any appearance of usurping CBP's necessary discretionary powers, looking directly at the facts presents another reason why this denial might be reversed.

Attached you will find a 'copy' of the 'Adjacency' Map filed in NWID's original Application and used again in their Service Territory Expansion Application together with a copy of the CBP Concurrence Letter that the same Sioux Falls POE Port Director, Michael Horan, gladly provided for the original NWID Application. Please note that in his 'concurrence' letter he correctly identifies that his Port District includes all of Minnehaha and Lincoln Counties, SD. Those County boundaries are the 'outer limits' of his Port District. The 'radius' used in our Adjacency Map correctly originated centers at the most south easterly point of Lincoln County, SD. The vast majority of Woodbury County, including all of Sioux City is within the sixty mile arc and all of Woodbury County is within the 90 minute rule (although we would have to get the Port Director to 'verify' this understanding).

I believe that the Port Director said no to the Service Territory expansion to let his Minneapolis CBP Group, who determine resource allocation in the wider region that includes Sioux Falls, that his office was under resourced. Through sick leave and retirement, I believe that the Director had only himself at the time of the Expansion Application. I believe that the situation has since improved and I know that there might be a willingness on the part of North West Iowa's development, business and political community to work with him to get him more resources if it resulted in 'improved' or expanded CBP services in North West Iowa.

The informally expressed reason for not concurring with the expansion was that with only one CBP Agent at the Port and international cargo occasionally coming into Sioux Falls Airport that required CBP presence, the Port Director could 'close' his office at the Airport in order to 'oversight' an expanded FTZ #288. That excuse should not stand.

Even more alarming, if he is unable to get to Woodbury County/Sioux City he would also be unable to get to Le Mars or to Cherokee where there is already approved FTZ status and where those communities are telling their existing businesses and businesses they are trying to invite to locate to relocate there that one of the benefits they can offer is ready access to FTZ status.

I believe the gentle solution is to work with CBP to identify and secure the resources necessary to do the job they have already agreed to do and; in the meantime encourage them to reconsider arbitrarily (or intentionally) valuing the needs of SD and Sioux Falls Airport over their other regional constituents (your constituents on the Iowa side of the river) and in the harshest of cases, call them out for getting the Port Limits and Adjacency facts wrong. Thank goodness you are the gifted politicians who can broker such issues. I think you have both carrots and sticks to work with.

I hope this overview is helpful. If you have any additional questions, please do not hesitate to ask.

Trade Strategies

The Carriage House
514 Hill Avenue
Walden, NY 12586

TSHooton1@gmail.com
815-990-9368

TO: David Gleiser – Woodbury County
FROM: Bill Hooton – Trade Strategies
RE: NWID's FTZ#288 Expansion of Service Territory Application to include Woodbury County, IA and thus Sioux City in that Service Territory
DATE: 01/25/2016

David,

I hope this finds you well. I understand from Neal Adler that you would appreciate an 'update' on the status of NWID's Application to the FTZB in Washington D.C. to expand its' service territory to include Woodbury County.

I will make the written update brief but I promise to be available to you at any time if either you or a constituent want to know more precisely if and how you could acquire Zone status for any and all specific potential 'Users' in Woodbury County.

To make a long story short, CBP has the discretionary ability to refuse to endorse or concur with any Zone Application and/or Site Activation within their jurisdiction. In the case of the Woodbury County Application, Port Director Horan from the Sioux Falls Port District was unwilling to 'concur' not because of any Port adjacency issues but because he believed that he did not have sufficient staff to allow him to properly 'oversight' Zone activity in Woodbury County. Between you and me, he was posturing with his superiors in Minneapolis to show them how 'understaffed' he was.

The issue, which raised several broad and important questions of fairness and sustainability in the national program, was raised and reviewed with Senator's Ernst's Office in DC (I believe you were copied into those discussions) and discussed in detail with the appropriate FTZB Examiner in DC. The Application was left 'open' for several months after its submission to determine the best course of action to effect a change of heart with Port Director Horan.

Eventually in October of 2015 NWID was contacted the FTZB and asked to withdraw the Application with the proviso that FTZ #288 would remain the proximate Zone to Woodbury County and that even though the formal service territory boundaries did not include Woodbury County, any potential FTZ User within Woodbury County would be legally able and would be welcomed to apply to the FTZB in DC for individual Sub-Zone designation through NWID's Grant and that that Application would be heard on its merits by both the Board and CBP.

NWID asked my opinion on this matter and I agreed that there would be no advantage in trying to pressure CBP to commit to the approval of expansion to sizable new territory with an unknown number of users. I agreed with the FTZ Board that CBP was much more likely to agree to a specific single Applications for real 'Users' who could demonstrate that acquiring and activating Zone status at their

facility would enable them to grow, prosper at and/or relocate to that location. The consensus was that CBP would be much more likely to say yes to such an Application and political pressure to say yes could be much more effective if there was a real business with real benefits applying.

Accordingly, NWID withdrew their Application; resolved to return your Application Fee; and have gone about strengthening their relationship with the Sioux Falls Port of Entry and strengthening their knowledge of Zone Application procedures so that they are ready, willing and able to process and support any Sub-zone Application from a qualified Woodbury County Firm.

There is no guarantee that such an Application will be successful but there is every reason to believe it would be and the more important the project/User the better. NWID is supporting its own Minor Boundary Modification Application that will reveal something of CBP attitude and that User might like a Zone in Woodbury County someday soon, but I'll leave Neal to explain that one to you

I hope that all makes sense to you. If you have any questions, please do not hesitate to ask.

Best regards,

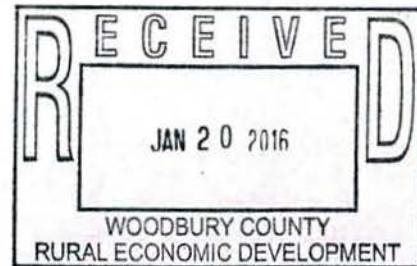
Bill Hooton



NORTHWEST IOWA DEVELOPMENT

Beyond Expectations.

January 11, 2016



David Gleiser
Director of Rural Economic Development
6th Floor, Courthouse
620 Douglas Street
Sioux City, IA 51101

David:

I am enclosing a check refunding Woodbury County for the \$3,500 application fee from the unsuccessful attempt to add Woodbury County to our Foreign Trade Zone area. As Neal may have told you, adding the entire County to the Zone seems to be a dead end with the Customs and Border Patrol office in Sioux Falls. We do feel that activating individual business sights is still a strong possibility, which can be done without the entire County being in the Zone. Yes, it makes sense, doesn't it? CBP could then choose to approve a site in Sioux City but not a site in Sloan. You might use the enclosed check as seed money for a fund to assist businesses in the activation process.

NWID is looking forward to continuing to work with your office to provide information to your businesses on the benefits of the FTZ as well as sponsoring seminars on importing and exporting.

Sincerely,

Dan L. Janssen
Treasurer
NWID

NORTHWEST IOWA DEVELOPMENT 33-54-730 1014
 FOREIGN TRADE ZONE #288 ACCT
 C/O DAN JANSSEN
 708 9TH AVE
 SIBLEY, IA 51249-1436

Jan 12, 2016
date

Pay to the order of Woodbury County \$3,500
Three thousand five hundred and 00/100

usbank. All of us serving you® *Desa Hoffman*

for Refund Appl Fee FTZ

Northwes
 ⑆073000545⑆ 196474985559⑈ 1014

#12e

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RECORD

Date: 1/27/16

Weekly Agenda Date: 2/2/16

DEPARTMENT HEAD / CITIZEN: David Gleiser, Director of Rural Economic Development Department

SUBJECT: Usage of Woodbury County Logo

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Information – Usage of Woodbury County Logo

EXECUTIVE SUMMARY: The Rural Economic Development (RED) Director seeks to provide information and feedback to the Board of Supervisors about the usage of the Woodbury County logo.

BACKGROUND: There appears to be at least 2 similar looking logos being used interchangeably by County staff for internal and external purposes. There appears to be no policy or standard practice as it relates to the usage of the County logo.

FINANCIAL IMPACT: \$0

RECOMMENDATION: To ensure consistency in the use of the County logo, an official logo should be acknowledged and a policy and/or standard practice should be developed and communicated to County staff and elected officials.

ACTION REQUIRED: Provide consensus on next steps.

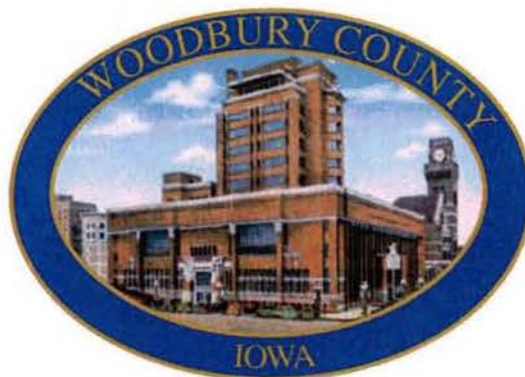
Approved by Board of Supervisors March 3, 2015.



WRONG LOGO

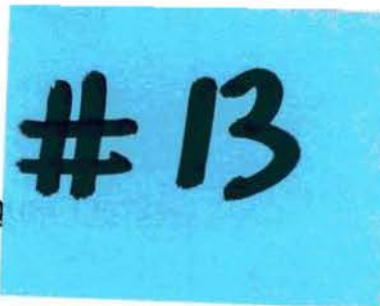


CORRECT LOGO



RURAL ECONOMIC DEVELOPMENT

DEPARTMENT LOGO



WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

Date: January 26, 2016 _____

Weekly Agenda Date: February 2, 2016 _____

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Jeff Peters, CPA.
 CGFM _____

SUBJECT: Audit for FY
2015

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Give Direction Other: Informational Attachments

WORDING FOR AGENDA ITEM: Williams & Company – Jeff Peters, CPA, CGFM. Discuss and receive the Woodbury County’s Certified Annual Financial Report for FY 2015.

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT: None

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: Motion by _____, second by _____ to receive Woodbury County’s Certified Annual Financial Report for FY 2015.

#14

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

Date: 01.27.2016

Weekly Agenda Date: 02.02.2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: SHERIFF DAVE DREW

SUBJECT: 28E AGREEMENT BETWEEN WOODBURY COUNTY, IOWA AND THE CITY OF CORRECTIONVILLE, IOWA TO PROVIDE LAW ENFORCEMENT SERVICES

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: 28E AGREEMENT BETWEEN WOODBURY COUNTY, IOWA AND THE CITY OF CORRECTIONVILLE, IOWA TO PROVIDE LAW ENFORCEMENT SERVICES.

EXECUTIVE SUMMARY: 28E AGREEMENT PROVIDING WOODBURY COUNTY LAW ENFORCEMENT SERVICES TO THE CITY OF CORRECTIONVILLE, IOWA.

BACKGROUND: N/A

FINANCIAL IMPACT: NONE

RECOMMENDATION: DISCUSSION ON SAID AGREEMENT AND SIGN THE AGREEMENT.

ACTION REQUIRED / PROPOSED MOTION: SIGN THE AGREEMENT.

Approved by Board of Supervisors March 3, 2015. Revised May 5, 2015.

28E AGREEMENT BETWEEN WOODBURY COUNTY, IOWA AND THE
CITY OF CORRECTIONVILLE, IOWA
FOR THE PROVISION OF LAW ENFORCEMENT SERVICES

This Contract is made and entered into the 26th day of January, 2016, by and between the County of Woodbury hereinafter referred to as "County" and the City of Correctionville, Iowa, hereinafter referred to as "Municipality."

The Municipality desires to contract for Law Enforcement Services with the County. The County is agreeable to rendering such services on terms and conditions hereinafter set forth.

In consideration of the mutual promises contained herein, it is agreed as follows:

The County agrees through the Sheriff of the County to provide police protection within the corporate limits of the Municipality, which services shall encompass the duties and functions of the type customarily rendered by professional law enforcement officers including the enforcement of State Statues and Municipal Ordinances, all criminal investigations and patrol coverage of the Municipality at intermittent intervals.

It is agreed that the Municipality will share the services of the Woodbury County Sheriff's Office with other Municipalities in Woodbury County. Deputies shall, when applicable, file charges under Municipal Ordinances, but if the town has no ordinance, then the deputy may file under the applicable State Statue. When a charge is filed under a Municipal Ordinance, the deputy will appear to testify as a witness at the hourly rate agreed to in this contract and the Municipality will provide legal counsel for prosecution of Municipal Ordinances. The Municipality agrees to pay any and all incidental fees, such as but not limited to, towing bills and dog transportation and kenneling charges, incurred in the normal course of law enforcement activities. It is understood that the Sheriff does not have means by which to hold or transport animals

The Sheriff or his designee shall meet with designated representatives of the Municipality to review the logs and work of Sheriff's Deputies in the Municipality. The Sheriff's Office shall make reports to the designated representative of the council, which reports shall include a summary of the enforcement activity conducted by the Sheriff's Office within the Municipality, summary of the reported criminal activity within the Municipality and the interim reports on other matters not considered routine criminal activities. Any complaints, requests, questions about or discretionary police matters shall be directed to the Sheriff. Services provided shall be administered and supervised by the Woodbury County Sheriff.

The number of hours may be increased or decreased, with adjustments being made for the cost of said service by mutual agreement of the parties.

The discipline of deputies, matters of performance of services and of personnel so employed shall remain with the Sheriff.

To facilitate the performance of said functions it is hereby agreed that the County shall have full cooperation and assistance from the municipality, its officers, agents and employees. The County agrees to supply a car, equipment, radio and deputy's equipment during the period of this agreement. During the course of this agreement and upon termination of this agreement, all equipment, cars, radios and deputy equipment shall remain property of the Woodbury County Sheriff.

The Municipality shall not be called upon to assume any liability for the direct payment of any salaries, wages, or other compensation for any County personnel performing services herein for said Municipality or any liability other than provided for under the contract. County personnel performing the services rendered pursuant to this agreement shall remain the employees of the County and shall not be considered employees of the Municipality. The County shall maintain worker's compensation insurance as required by law.

Woodbury County, its officers and employees, shall not be deemed to assume any liability for intentional or negligent acts of said Municipality or officers or employees, thereof, and said Municipality shall defend, indemnify and hold harmless Woodbury County and its officers and employees against any claim for damages resulting there from.

The Municipality shall not be responsible for any act, injury or damage arising out of the performance of this contract by Woodbury County and in case claim is made by any third party, the County shall defend, indemnify and hold harmless the Municipality.

Payment for hours of service described in said contract: The Municipality agrees to pay the County on a quarterly basis the sum of \$35.00 per hour for only the hours of service performed at the request of the designated representative of the Municipality, up to a maximum of three (3) hours per month. All checks shall be made payable to Woodbury County, Iowa, and delivered to the Woodbury County Sheriff.

It is contemplated that this contract shall become effective on March 1, 2016 and shall run a period of 12 months with the option of being renewable for successive periods not to exceed twelve months. The Municipality shall notify the Woodbury County Sheriff sixty days prior to the expiration of said contract in writing that it wishes to renew the same contract, make changes to the contract or discontinue said contract. County may also discontinue or request changes to the contract at the end of a contract term by giving written notice to Municipality sixty days prior to the end of a contract term. If either party gives notice of proposed changes to this agreement as provided above, this agreement will not be renewed unless the parties reach a mutual agreement concerning the proposed changes. This contract shall be construed in accordance with the laws of the state of Iowa.

This document contains the parties' entire agreement. Any modifications shall be in writing, signed by the parties and ratified by the respective governing bodies in accordance with the requirements of Iowa law. This contract will not become effective until each of the parties' governing bodies has formally ratified it. Either party may terminate this contract by providing sixty days' written notice to the other. In the event of termination, the Municipality shall continue to make payments hereunder until the effective date of the termination.

County and Municipality certifies that the foregoing Agreement was duly adopted by their respective bodies in accordance with Iowa law:

Woodbury County, Iowa

City of Correctionville, Iowa


By: _____

By:  _____

Chairman, Board of Supervisors

Nathan Heilman, Mayor

Attest: _____

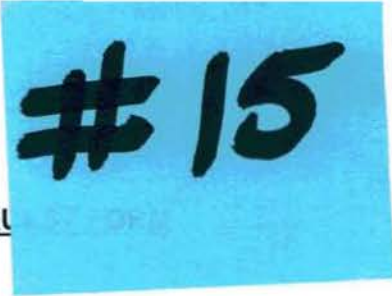
Attest:  _____

County Auditor

Susan Fitch, City Clerk

By: _____

Woodbury County Sheriff



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

Date: January 28, 2016

Weekly Agenda Date: February 2, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Mark Monson

SUBJECT: Mental Health Equipment in Woodbury County

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Give Direction Other: Informational Attachments

WORDING FOR AGENDA ITEM: Discussion of equipment from Woodbury County Mental Health

EXECUTIVE SUMMARY A large packet of materials will be provided to each supervisor and one placed in the Board office. This material would be very difficult to transmit by email as most of it is large photographs.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION: Discussion

ACTION REQUIRED / PROPOSED MOTION: This is a discussion item only.

Approved by Board of Supervisors March 3, 2015.

#16

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC

Date: January 27th, 2016

Weekly Agenda Date: February 2nd, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz; Building Services

SUBJECT: Courthouse 1st & 2nd Floor Lighting Globes

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Courthouse Rotunda Light Globes

EXECUTIVE SUMMARY: Woodbury is seeking costs to replicate original glass light globes.

BACKGROUND: Woodbury County would like to replace aged irreparable rotunda glass light globes on the 1st & 2nd floor & wish to seek costs associated with doing so. We have been told by possible vendors that to provide an accurate cost they must have one of the globes in their possession. We have had one vendor from Minnesota come & take measurements & pictures of these who also states they must have one back at their place of business to provide costs.

FINANCIAL IMPACT: Unknown

RECOMMENDATION: Building Services would recommend allowing one vendor to return to their place of business with one original glass globe to determine replication costs. It is further recommended that if such is approved that the vendor or Woodbury County approved carrier provide personal delivery via car to & from the place of business completing the cost quote. It we be stipulated that the vendor understand the glass globe is an irreplaceable historic item in nature.

ACTION REQUIRED / PROPOSED MOTION: Building Services asks permission to move forward with recommendation.

17

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RECORD

Date: January 28, 2016

Weekly Agenda Date: February 2, 2016

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra P.E. Secondary Roads Dept Head

SUBJECT: **Consider approval of plans for project ER-CO97(125)—58-97, Storm repairs to county routes D38 and D50**

ACTION REQUIRED:

Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input checked="" type="checkbox"/>

Consideration X

WORDING FOR AGENDA ITEM: Consider approval of plans for project ER-CO97(125)—5E-97, Storm Damage repair on routes D38 and D50.

EXECUTIVE SUMMARY: The project repairs road slides and embankment failures which occurred during storm events in June 2014. This is the last of three projects to do repairs on federal aid routes. The plans were approved by the board in November 2014, but required changes prior to letting. A revised title sheet needs to be signed and the project reauthorized by the Board.

BACKGROUND: The project is funded with FHWA Emergency Relief funds. FHWA pays 80% of the project, and our farm to market funds will pay the remaining 20%. Project plans are now finished and the project is scheduled for a April 2016 letting at the Iowa Department of Transportation.

FINANCIAL IMPACT: This project is funded with ER funds from the Federal Highway Administration and matched with county farm to market funds.

RECOMMENDATION: Recommend that the Board approve the plans for letting.

ACTION REQUIRED/MOTION PROPOSED: Motion to reapprove the construction plans for project number ER-CO97(125)—58-97.

Approved by Board of Supervisors March 3, 2015.

#18

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

Date: January 28, 2016

Weekly Agenda Date: February 2, 2016

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra P.E. Secondary Roads Dept Head

SUBJECT: **Consideration of approval of contract for Right of Way for Orton Slough Ditch Project**

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

Consideration X

WORDING FOR AGENDA ITEM: Consideration of approval of the contracts for right of way acquisition for the Orton Slough Ditch Project.

EXECUTIVE SUMMARY: The Board of Supervisors serving as trustees for the Orton Slough Drainage District engaged I and S Group to improve the ditch carrying Orton Slough water from the railroad culvert to the main drainage district intake. As the project work started, the drainage engineer discovered that the district did not have an easement for the ditch crossing three landowners' property. The drainage engineer has negotiated with the landowners to acquire an easement for the drainage district and has reached a settlement for the necessary property.

BACKGROUND: The Orton Slough drainage district first cleared this ditch in 1986 apparently through a verbal agreement with the affected landowners. The new contract for the drainage easements includes right of entry for future maintenance of the ditch. This is an important right for the district to own and avoids future complaints by subsequent landowners for the district taking property rights without compensation.

FINANCIAL IMPACT: This project is funded by assessment against the properties within the Orton Slough drainage district.

RECOMMENDATION: Recommend that the Board approve the contracts with Randall Beck, Dennis Brouillette, and Sherrick Properties LLC. for the acquisition of right of way for the Orton Slough Drainage District.

ACTION REQUIRED/MOTION PROPOSED: Motion to approve the contracts with Randall Beck, Dennis Brouillette, and Sherrick Properties LLC. for the acquisition of right of way for the Orton Slough Drainage District for a total of \$13,620.00 as shown on the attached detail sheet.

Approved by Board of Supervisors March 3, 2015.

**2015 RIGHT-OF-WAY ACQUISITION
ORTON SLOUGH DRAINAGE DISTRICT
WOODBURY COUNTY, IOWA**



Owner	Section	Township	Range	Parcel	Station From	Station To	Total Required ROW, Ac.	Taken R.O.W. Acres	Easement ROW, Ac.	Taken Cropland \$7,800/AC*	Taken Timberland \$2,500/AC*	Easement \$600/AC [□]	Total Cost
WOODBURY COUNTY, LIBERTY TWP: T-87N, R-47W													
BROUILLETTE, DENNIS M	21	87	47	SE NW	0+00	6+54	1.00	0.40	0.60	\$ 3,120.00	\$ -	\$ 360.00	\$ 3,480.00
BECK, RANDALL T	21	87	47	SW NE	6+54	20+66	2.20	0.80	1.40	\$ 6,240.00	\$ -	\$ 840.00	\$ 7,080.00
	21	87	47	PT NE NE & PT SE NE	20+66	23+02	0.30	0.10	0.20	\$ 780.00	\$ -	\$ 120.00	\$ 900.00
SHERRICK PROPERTIES LLC	21	87	47	PT NE NE	23+02	34+18	1.70	0.60	1.10	\$ -	\$ 1,500.00	\$ 660.00	\$ 2,160.00
TOTALS FOR ORTON DRAINAGE DISTRICT=							5.20	1.90	3.30	\$ 10,140.00	\$ 1,500.00	\$ 1,980.00	\$ 13,620.00

FOOTNOTES:

*Cropland Value is from the ISU Extension Ag Decision Maker 2014 Land Values Report for Woodbury County

*Timber Land Value is from the ISU Extension Ag Decision Maker 2015 Land Values Report for West Central Iowa

[□]Easement Value is two times Crop Cash Rent in Woodbury County from ISU Extension Ag Decision Maker 2015

December 28, 2015



To: Randall Beck
P.O. Box 845
Sergeant Bluff, IA. 51054

Re: Right-of-Way Acquisition along the Open Ditch
Orton Slough Drainage District
Woodbury County, Iowa

Dear Landowner:

On June 2, 2015, the Woodbury County Board of Supervisors acting as Trustees for the Orton Slough Drainage District directed I+S Group, Inc. (ISG) to proceed with preparing plans for the repair of the open channel facility. The District has maintained the open channel since 1986, however has never acquired right-of-way (ROW) along the ditch. Therefore, the Board of Supervisors has also approved the acquisition of ROW. This is the second letter to inform you of the acquisition of ROW.

The work involves the cleanout of the open ditch from Station 0+00 to Station 34+93, NE ¼ NE ¼ to the SE ¼ NW ¼, all within Section 21, to Liberty Township. Approximately 5,768 cubic yards of material is to be removed from the open ditch and will be excavated with a two (2) foot bottom width and 3 to 1 side slopes.

Acquisition of Right-of-Way: The District currently has no permanent right-of-way. Therefore, the District is acquiring a 66 feet wide (33 foot width each side of centerline) along the entire length of the open ditch. The average width from the top of ditch bank to top of the ditch bank is 24'. The remaining 42' will provide unimpaired access along the open ditch for future maintenance work of approximately 21' on each side. To provide the recommended right-of-way, 5.20 acres will need to be acquired. The District would like to negotiate the terms of the right-of-way with the landowners traversed without appointing appraisers and holding proceedings as specified in the Iowa Drainage Code Section 468.25 in an effort to keep expenses down.

Iowa Code Section 468.25 states:

The appraisers appointed to assess damages shall view the premises and determine and fix the amount of damages to which each claimant is entitled, and shall place a separate valuation upon the acreage of each owner taken for right of way for open ditches or for settling basins, as shown by plat of engineer, and shall, at least five days before the date fixed by the board to hear and determine the same, file with the county auditor reports in writing, showing the amount of damage sustained by each claimant. Should the report not be filed in time, or should any good cause for delay exist, the board may postpone the time of final action on the subject, and, if necessary, the auditor may appoint other appraisers.

The open ditch takes 1.90 acres from production and the landowner should be compensated at fair market value. Average land values are compiled and published by Iowa State Extension Service and were considered in recommending compensation. Included with this letter is a Corn Suitability Rating (CSR) map for the area under consideration, which shows the land to have a CSR value of 51. The average crop land value for Woodbury County is reported as \$7,600/AC and the average CSR value of 49.7, for an average value of \$153/AC/CSR point. Therefore we are recommending compensation for this right-of-way of \$7,800/AC for the crop land, \$3,000/AC for the grassland, and \$2,500/AC for the timber land.

1725 North Lake Avenue + PO Box 458 + Storm Lake, IA 50588-7610

info@is-grp.com + www.is-grp.com

P: 712.732.7745

I+S GROUP

I+S GROUP

The landowner will maintain the right to farm the remaining 3.30 acres of adjacent access easement and the area is to be removed from property taxes however; crop damages will not be paid by the District in the future for access to maintain the facility. This easement area for maintenance of the facility is typically used on average twice during an individual's career as a farmer. Therefore, we recommend a compensation value equivalent to two (2) times the average cash rent for Woodbury County as published by Iowa State Extension, or \$600 per acre.

Included with this letter is a table which shows the acres involved per landowner along with the recommended compensation. Also enclosed is the supporting documentation of land values from the Iowa State University Extension Service. A plat showing the location of the right-of-way is also provided for your reference. If you are willing to accept the recommended payment for the establishment of right-of-way of the Orton Slough Drainage District, please sign both copies of the letter. Please keep one copy of the letter for your records, and send the other in the return addressed stamped envelope by January 15, 2016. Record of this right-of-way will be maintained as part of the District records kept on file in the Auditor's Office of Woodbury County. If you would like to discuss the recommended compensation value, please contact Brian Blomme or Ivan Droessler at I+S Group (712-732-7745) at your convenience.


Sincerely,



Brian W. Blomme, P.E.
Project Engineer
I+S Group

c: Woodbury County Board of Supervisors
Mark Nahra, Woodbury County Engineer

I agree with the recommended compensation for right-of-way along the alignment of the Orton Slough Drainage District. By signing below, I will accept payment from the Orton Slough Drainage District for the right-of-way documented in the attached 2015 Right-of-Way Acquisition Table.



Landowner, Woodbury County

1-14-2016
Date

November 16, 2015

To: Landowners along the Open Ditch
Orton Slough Drainage District
Woodbury County, Iowa



Re: Right-of-Way Acquisition along the Open Ditch

Dear Landowners:

On June 2, 2015, the Woodbury County Board of Supervisors acting as Trustees for the Orton Slough Drainage District directed I+S Group, Inc. (ISG) to proceed with preparing plans for the repair of the open channel facility. The District has maintained the open channel since 1986, however has never acquired right-of-way (ROW) along the ditch. Therefore, the Board of Supervisors has also approved the acquisition of ROW. This letter is to inform you of the acquisition of ROW.

The work involves the cleanout of the open ditch from Station 0+00 to Station 34+93, NE ¼ NE ¼ to the SE ¼ NW ¼, all within Section 21, to Liberty Township. Approximately 5,768 cubic yards of material is to be removed from the open ditch and will be excavated with a two (2) foot bottom width and 3 to 1 side slopes.

Acquisition of Right-of-Way: The District currently has no permanent right-of-way. Therefore, the District is acquiring a 66 feet wide (33 foot width each side of centerline) along the entire length of the open ditch. The average width from the top of ditch bank to top of the ditch bank is 24'. The remaining 42' will provide unimpaired access along the open ditch for future maintenance work of approximately 21' on each side. To provide the recommended right-of-way, 5.20 acres will need to be acquired. The District would like to negotiate the terms of the right-of-way with the landowners traversed without appointing appraisers and holding proceedings as specified in the Iowa Drainage Code Section 468.25 in an effort to keep expenses down.

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The open ditch takes 1.90 acres from production and the landowner should be compensated at fair market value. Average land values are compiled and published by Iowa State Extension Service and were considered in recommending compensation.

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info@is-grp.com + www.is-grp.com

P: 712.732.7745

I+S GROUP

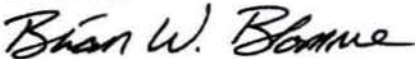
I+S GROUP

Included with this letter is a Corn Suitability Rating (CSR) map for the area under consideration, which shows the land to have a CSR value of 51. The average crop land value for Woodbury County is reported as \$7,600/AC and the average CSR value of 49.7, for an average value of \$153/AC/CSR point. Therefore we are recommending compensation for this right-of-way of \$7,800/AC for the crop land, \$3,000/AC for the grassland, and \$2,500/AC for the timber land.

The landowner will maintain the right to farm the remaining 3.30 acres of adjacent access easement and the area is to be removed from property taxes however; crop damages will not be paid by the District in the future for access to maintain the facility. This easement area for maintenance of the facility is typically used on average twice during an individual's career as a farmer. Therefore, we recommend a compensation value equivalent to two (2) times the average cash rent for Woodbury County as published by Iowa State Extension, or \$600 per acre.

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Sincerely,



Brian W. Blomme, P.E.
Project Engineer
I+S Group

c: Woodbury County Board of Supervisors
Mark Nahra, Woodbury County Engineer

I agree with the recommended compensation for right-of-way along the alignment of the Orton Slough Drainage District. By signing below, I will accept payment from the Orton Slough Drainage District for the right-of-way documented in the attached 2015 Right-of-Way Acquisition Table.



Landowner, Woodbury County

11-19-2015
Date

October 6, 2015

To: Landowners along the Open Ditch
Orton Slough Drainage District
Woodbury County, Iowa



Re: Right-of-Way Acquisition along the Open Ditch

Dear Landowners:

On June 2, 2015, the Woodbury County Board of Supervisors acting as Trustees for the Orton Slough Drainage District directed I+S Group, Inc. (ISG) to proceed with preparing plans for the repair of the open channel facility. The District has maintained the open channel since 1986, however has never acquired right-of-way (ROW) along the ditch. Therefore, the Board of Supervisors has also approved the acquisition of ROW. This letter is to inform you of the acquisition of ROW.

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Sincerely,

Brian W. Blomme

Brian W. Blomme, P.E.
Project Engineer
I+S Group

c: Woodbury County Board of Supervisors
Mark Nahra, Woodbury County Engineer

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Sheila Hoff *manager & owner* *Sherrill Properties*

Landowner, Woodbury County Date
11/16/15

R-47W

GRAU, IRWIN A REV TRUST
38.90 ACRES

SHERRICK PROPERTIES LLC
40.00 ACRES

SHERRICK PROPERTIES LLC
20.66 ACRES
0.60 ACRES TAKEN R.O.W.
1.10 ACRES EASEMENT ACQUIRED

D-51 250th St

UNION PACIFIC RR
3.31 ACRES

UNION PACIFIC RR

BENTON AVE

24' TAKEN R.O.W.

66' PROPOSED EASEMENT

BECK, RANDALL T
45.50 ACRES
0.50 ACRES TAKEN ON R.O.W.
0.20 ACRES EASEMENT ACQUIRED

BROUILLETTE, DENNIS M
39.85 ACRES
0.40 ACRES TAKEN R.O.W.
0.60 ACRES EASEMENT ACQUIRED

BECK, RANDALL T
40.00 ACRES
0.80 ACRES TAKEN OF R.O.W.
1.40 ACRES EASEMENT ACQUIRED

ORTON SLOUGH DRAINAGE DISTRICT

21



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Architecture
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Environmental
Planning
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PROJECT
ORTON SLOUGH DRAINAGE DISTRICT

WOODBURY CO. IOWA

NO.	DATE	REVISION SCHEDULE	DESCRIPTION

PROJECT NO: 13-10118
 FILE NAME: 10118 RD1 PLAT
 DRAWN BY: CDR
 DESIGNED BY:
 REVIEWED BY: JMS
 ISSUE DATE: 7-10-2013
 CLIENT PROJECT NO:

TITLE
RIGHT-OF-WAY PLAT

SHEET
1

#19

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: February 2, 2015

Weekly Agenda Date: January 28, 2015

DEPARTMENT HEAD / CITIZEN: Supervisor Jeremy Taylor

SUBJECT: **Chairman's Report**

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Give Direction Other: Informational Attachments

WORDING FOR AGENDA ITEM: Chairman's Report

EXECUTIVE SUMMARY: In order to keep the Board as fully informed as possible on the weekly happenings, this will act as a summation of day-to-day operational decisions in a public forum.

BACKGROUND: The Board will be kept apprised of the following:

a. Department Head Meeting. Department head meeting minutes have been distributed to all. Questions and clarifications are welcomed. Please see the following dates regarding upcoming meetings. This is an opportunity to view two calendars: GroupWise and Department Heads. The initial emphasis was on communication including True Speak, weekly reports to liaisons, and sharing the "good news" in Woodbury County.

b. State Historical Society and LED Lighting. I will present an update of how the site visit went concerning LED lighting retrofit under the project management of The Baker Group.

c. Public Bidder. In discussion with Heather Satterwhite, I believe it is in the best interest when there is a public sale to have our public bidder available who has been involved in preparation of the sale. This is key for questions and a well-received idea for maximum customer service. Because sales are at the beginning of the meeting, this would only mean staying perhaps 15 minutes later than normal on days when there is a sale. The idea is appreciated.

e. 62nd Siouxland Chamber Washington Visit. Supervisor Ung and I both have a desire to attend. I would like to see if there is any other interest. Also, the flight out is a Tuesday. My suggestion for that April meeting is to meet on a Monday rather than visit the complexity of having multiple supervisors try to attend electronically. I think that it is also important to have 2-3 goals beyond networking and information-gathering.

f. LEC Expansion Committee Notice. Please see attached committee notice. (Discuss details)

FINANCIAL IMPACT: None

RECOMMENDATION: Received the information.

ACTION REQUIRED: See attachments to include Historical PowerPoint; Siouxland Chamber Invitation, Open Record letter, etc.

DEPARTMENT HEAD MONTHLY MEETINGS

TENTATIVE SCHEDULE

FEBRUARY 22ND

MARCH 21ST

APRIL 18TH

MAY 30TH

JUNE 27TH

JULY 25TH

AUGUST 22ND

SEPTEMBER 19TH

OCTOBER 17TH

NOVEMBER 14TH

DECEMBER 12TH



Woodbury County Board of Sup

Courthouse • Room 104
620 Douglas Street • Sioux City, Iowa 5110
Telephone (712) 279-6525 • Fax (712) 279-6577

#19d

MEMBERS

LARRY D. CLAUSEN
SIOUX CITY

MARK A. MONSON
SERGEANT BLUFF

JACLYN D. SMITH
SIOUX CITY

MATTHEW A. UNG
SIOUX CITY

JEREMY J. TAYLOR
SIOUX CITY

BOARD ADMINISTRATIVE COORDINATOR
KAREN JAMES

EXECUTIVE SECRETARY / PUBLIC BIDDER
HEATHER SATTERWHITE

January 29, 2016

Nicole M. Jensen, City Attorney
City of Sioux City
P. O. Box 447
Sioux City, IA 51102

Nicole Jensen:

Please find the documents that we believe fulfill the Open Records Request made by the City of Sioux City. I will let fellow supervisors know of the request and its fulfillment this week for transparency's sake at our open meeting and am including Mayor Bob Scott and Councilman Dan Moore, as my understanding is that Councilman Moore is the liaison for economic development. If there is any further request on behalf of the City of Sioux City, please let us know.

We enjoy a good relationship with the City of Sioux City and are excited as we shared recently about historic expanded economic development resulting in increased opportunities for quality of life issues, the honoring of our veterans with Home Base Iowa, the launch of the U.S.S. Sioux City and opportunities for shared efficiencies between city and county finance departments.

I was unsure in response to your request the originator of the documentation unless it came originally from your office. Please know that we are ready to provide documents that may be helpful to Sioux City outside of an Open Records request to best serve in a spirit of mutual respect and cooperation.

Respectfully,

Jeremy Taylor
Chairperson, Woodbury County Board of Supervisors

Enclosures: Liberty Park Urban Renewal/TIF copies (65 pages)

Cc: Mayor Bob Scott, Councilman Dan Moore (Economic Development)



Woodbury County Board of Supervisors

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Liberty Park Urban Renewal/TIF copies

\$.50 per page	65 pages	\$32.50
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Make check payable to: Woodbury County Board of Supervisors
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Resolution Approving the Formalization of a Development Agreement In Connection with Project X	11/1/12
Resolution Authorizing the Application of Port Neal Corporation for Incentives Provided by State of Iowa	11/13/12
Resolution in Support of and Authorizing the Filing of an Application for Rise Project Funding with the Iowa Department of Transportation	11/20/12
Resolution Setting Date for a Public Hearing on Designation of the Liberty Park Urban Renewal Area and on Urban Renewal Plan and Project	1/29/13
Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan and Project for the Liberty Park Urban Renewal Area	2/12/13
Ordinance #33 An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the Liberty Park Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa	2/12/13
Map	2/12/13
Resolution Establishing Liberty park Urban Renewal Area Tax Increment Revenue Fund and Authorizing Loan to That Fund	4/30/13
Development Agreement Between Woodbury County, Iowa and CF Industries Nitrogen, LLC	9/13/13
Resolution Approving Property Valuation Exemption for CF Industries Nitrogen LLC Related to State of Iowa High Quality Jobs Program	9/17/13
Resolution Approving and Authorizing Execution of Development Agreement Between Woodbury County and CF Industries Nitrogen, LLC Related to State Of Iowa High Quality Jobs Program	9/17/13
Ordinance #34 An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the 2013 Amendment to the Liberty Park Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa	12/23/13
Resolution to Approve 2013 Urban Renewal Plan Amendment for the Liberty Park Urban Renewal Area	12/23/13
Development Agreement between Woodbury County, Iowa and CF Industries Nitrogen LLC	12/2/14

Resolution to Approve 2014 Urban Renewal Plan Amendment for the Liberty Park Urban Renewal Area	12/2/14
Resolution Approving Development Agreement with CF Industries Nitrogen, LLC Authorizing Tax Increment Payments and Pledging Certain Tax Increment Revenue to the Payment of the Agreement	12/2/14
Agreement Between Woodbury County and City of Sergeant Bluff, Iowa	5/12/15
Resolution Approving 2016 Amendment to Development Agreement between Woodbury County and CF Industries Nitrogen, LLC Related to State of Iowa High Quality Jobs Program	1/19/16

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>
1/23/16	Saturday	211	196	15	0	19
1/24/16	Sunday	220	205	15	0	19
1/25/16	Monday	234	219	15	0	19
1/26/16	Tuesday	226	211	15	0	21
1/27/16	Wednesday	238	221	17	0	24
1/28/16	Thursday	231	213	18	0	21
1/29/16	Friday	229	210	19	0	22
		1589	1475	114	0	145
24 HOUR DAILY COUNT						
<u>DATE</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>			
1/23/16	252	219	33			
1/24/16	231	196	35			
1/25/16	256	221	35			
1/26/16	250	212	38			
1/27/16	259	224	35			
1/28/16	259	223	36			
1/29/16	245	212	33			
	1752	1507	245			
*Highest population count each day						