



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(AUGUST 30) (WEEK 35 OF 2022)

Live streaming at:
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Agenda and Minutes available at:
www.woodburycountyiowa.gov

Live telephonic access at: 712-224-6014

Rocky L. DeWitt 253-0421 rdewitt@woodburycountyiowa.gov
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Justin Wright 899-9044 jwright@woodburycountyiowa.gov

You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held August 30, 2022 at 4:30 p.m. in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

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

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

- 1. Citizen Concerns Information
2. Approval of the agenda Action

Consent Agenda

Items 3 through 6 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate vote is requested by a Board Member.

- 3. Approval of the minutes of the August 23, 2022 meeting
4. Approval of claims
5. Human Resources – Melissa Thomas
a. Approval of Memorandum of Personnel Transactions
b. Authorization to Initiate Hiring Process

6. Board Administration – Heather Van Sickle
  - a. Approval of Notice of Property Sale Resolution for Parcel #894726363018 (aka 102 S. Rustin St.) for Tuesday, September 13<sup>th</sup> at 4:35 p.m.
  - b. Approval of Notice of Property Sale Resolution for Parcel #894234453030 (aka 507 Driftwood St.) for Tuesday, September 13<sup>th</sup> at 4:37 p.m.

**End Consent Agenda**

- |     |   |                      |
|-----|---|----------------------|
| 7.  | Siouxland Mental Health Center – Sheila Martin<br>Siouxland Mental Health Center - Qualified Bank Loan  | Information          |
| 8.  | Moville Area Medical Clinic – Diane Dreves & Chris Countryman<br>Approval of \$250,000 from ARPA funding to assist in construction of the<br>Moville Area Medical Clinic on Frontage Road in Woodbury County, IA  | Action               |
| 9.  | Community & Economic Development – Daniel Priestley & WCICC-IT – John Malloy<br>Approve “Request for Qualifications” process for website development, design<br>maintenance and hosting services for Woodbury County, Iowa  | Action               |
| 10. | Community & Economic Development – Daniel Priestley <ol style="list-style-type: none"> <li>a. Receive the Zoning Commission’s recommendation from their 8/22/22 meeting<br/>to approve the final plat of Roger E. Rand Addition, a minor subdivision</li> <li>b. Accept and approve the Roger E. Rand Addition, minor subdivision final plat</li> </ol> | Action<br><br>Action |
| 11. | Secondary Roads – Mark Nahra<br>Award bids for project number L-B(B64)—73-97 to Dixon Construction for<br>\$298,190.00  | Action               |
| 12. | Juvenile Detention – Ryan Weber<br>Approval request for contract amendment with Summit Food Services  | Action               |
| 13. | Board Administration – Dennis Butler<br>Approve amending The Baker Group agreement from \$5,000 up \$10,000<br>for assisting in ARPA finding requirements   | Action               |
| 14. | Reports on Committee Meetings   | Information          |
| 15. | Citizen Concerns  | Information          |
| 16. | Board Concerns  | Information          |

**ADJOURNMENT**

*Subject to Additions/Deletions*

## CALENDAR OF EVENTS

- THU., SEP. 1**    **10:00 a.m.**    COAD Meeting, The Security Institute
- 12:00 p.m.**    SIMPCO Regional Policy and Legislative Affairs Committee Meeting, Hybrid
- MON., SEP. 5**    **6:00 p.m.**    Board of Adjustment meeting, First Floor Boardroom
- WED., SEP. 7**    **10:00 a.m.**    Loess Hills Alliance Stewardship Meeting, Pisgah, Iowa
- 11:00 a.m.**    Loess Hills Alliance Executive Meeting
- 1:00 p.m.**    Loess Hills Alliance Full Board Meeting
- 4:45 p.m.**    Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- THU., SEP. 8**    **12:00 p.m.**    SIMPCO Board of Directors, 1122 Pierce St.
- 4:00 p.m.**    Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
- FRI., SEP. 9**    **9:00 a.m.**    Hungry Canyons Alliance Meeting & Tour, Red Oak
- WED., SEP. 14** **7:30 a.m.**    SIMPCO Executive-Finance Committee Meeting - Hybrid
- 8:05 a.m.**    Woodbury County Information Communication Commission, First Floor Boardroom
- 12:00 p.m.**    District Board of Health Meeting, 1014 Nebraska St.
- 6:30 p.m.**    911 Service Board Meeting, Public Safety Center, Climbing Hill
- THU., SEP. 15** **12:00 p.m.**    SIMPCO Board of Directors Meeting, ISU Extension & Outreach Office
- 4:30 p.m.**    Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- FRI., SEP. 16**    **12:00 p.m.**    Siouxland Human Investment Partnership Board Meeting Northwest AEA, Room G
- WED., SEP. 21** **12:00 p.m.**    Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- THU., SEP. 22** **10:00 a.m.**    Siouxland Regional Transit System Meeting, Hybrid
- 11:15 a.m.**    Western Iowa Community Improvement Regional Housing Trust Fund Meeting, Hybrid
- MON., SEP. 26**    **6:00 p.m.**    Zoning Commission Meeting, First Floor Boardroom
- TUE., SEP. 27**    **2:00 p.m.**    Decat Board Meeting, Western Hills AEA, Room F
- WED., SEP. 28**    **2:30 p.m.**    Rolling Hills Community Services Region Governance Board Meeting
- THU., SEP. 29** **11:00 a.m.**    Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St.
- MON., OCT. 3**    **6:00 p.m.**    Board of Adjustment meeting, First Floor Boardroom
- WED., OCT. 5**    **4:45 p.m.**    Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- THU., OCT. 6**    **10:00 a.m.**    COAD Meeting, The Security Institute

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

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

**AUGUST 23, 2022 THIRTY-FOURTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Tuesday, August 23, 2022 at 4:30 p.m. Board members present were Ung, Radig, Taylor, Wright, and De Witt. Staff members present were Karen James, Board Administrative Assistant, Dennis Butler, Budget and Finance Director, Joshua Widman, Assistant County Attorney, and Michelle Skaff, Deputy Auditor/Clerk to the Board.

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

1. There were no citizen concerns.
2. Motion by Radig second by De Witt to approve the agenda for August 23, 2022. Carried 5-0. Copy filed.

Motion by Taylor second by Radig to approve the following items by consent:

3. To approve minutes of the August 16, 2022 meeting. Copy filed.
4. To approve the claims totaling \$859,557.41. Copy filed.
- 5a. To approve the appointment of Mark Perez, P/T Courthouse Safety & Security Officer, County Sheriff Dept., effective 08-24-22, \$19.07/hour. Job Vacancy Posted 7-27-22. Entry Level Salary: \$18.22-\$20.02/hour.; the appointment of Nicholas Poese, P/T Operations Officer-EMT, Emergency Services Dept., effective 08-24-22, \$19.57/hour. Job Vacancy Posted 7-20-22. Entry Level Salary: \$19.57/hour.; the appointment of Jacob Smith, P/T Operations Officer-Paramedic, Emergency Services Dept., effective 08-26-22, \$20.00/hour (Lees than posted rate). Job Vacancy Posted 5-4-22. Entry Level Salary: \$22.25/hour.; the appointment of Emily Olague, MV Clerk II, County Treasurer Dept., effective 08-29-22, \$18.22/hour. Job Vacancy Posted 6-29-22. Entry Level Salary: \$18.22/hour.; the appointment of Blake Hinrickson, Equipment Operator, Secondary Roads Dept., effective 08-31-22, \$25.10/hour. Job Vacancy Posted 7-06-22. Entry Level Salary: \$25.10/hour.; and the reclassification of Hayden Harmon, Civilian Jailer, County Sheriff Dept., effective 09-05-22, \$24.28/hour, 4%=\$.95/hour. Per CWA Civilian Officers Contract agreement, from Class 3 to Class 2. Copy filed.
- 5b. To approve the renewal of Employee & Family Resources (EFR) as our employee assistance provider. Copy filed.
6. To approve the refund of property tax for Elaine Miller, parcel #884717328021 in the amount of \$634.78. Copy filed.

Carried 5-0.

7. Motion by Radig second by De Witt to have the Treasurer's Office refund the County portion of Transfer Tax in the amount of \$220.52 to the Gehling Osborn Law Firm. Carried 5-0. Copy filed.

- 9a. Bid letting was held for project #L-B(B64)—73-97. The bids are as follows:

Dixon Const., Correctionville, IA	\$298,190.00
Nelson & Rock, Onawa, IA	\$299,011.40
Graves Const., Spencer, IA	\$344,079.00

Motion by Radig second by De Witt to receive the bids for project #L-B(B64)—73-97 and refer them to County Engineer for recommendation. Carried 5-0. Copy filed.

- 9c. Bid letting was held for project slurry leveling 2022. The bids are as follows:

Midwest Coatings Company, Inc., Modale, IA	\$173,860.00
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Motion by Radig second by De Witt to receive bids for project slurry leveling 2022 and return them to the County Engineer for recommendations. Carried 5-0. Copy filed.



- 9d. Motion by Radig second by De Witt to award the bid to Midwest Coatings Company, Inc. for \$173,860.00 for project slurry leveling 2022. Carried 5-0. Copy filed.
- 9e. Motion by De Witt second by Radig to approve certificate of completion of project for Maintenance Gravel Peter's Pit – 2021 with Bedrock Gravel for \$469,000. Carried 5-0. Copy filed.
- 8a. A public hearing was held at 4:40 p.m. for an ordinance to amend portions of Woodbury County Ordinance #56: An amendment to modify Section 6.1.A: Wind Turbines Set Back Requirements in the ordinance regulating Commercial Wind Energy Conservation Systems in unincorporated Woodbury County. The Chairperson called on anyone wishing to be heard.
- Larry Fillipi, Anthon; Adam Jablonski, MidAmerican Energy Company; John Nelson, Correctionville; Brittni Vander Molen, Anthon; Sandy Holst, Anthon; Aaron Peterson, Audubon County; Will Dougherty, MidAmerican Energy Company; Charles Milligan by phone, 4455 230<sup>th</sup> St; Ryan Thomas, Merville; Kim Brouwer, Bronson; Mark Nelson, Correctionville; Bob Fritzmeier, Leech Ave, Sioux City; Tim Hoy, 210<sup>th</sup> St, Anthon; Daniel Hair, Humboldt Ave, Hornick; Adam Herbold, Lennox Ave, Pierson; Roger Wilcox, Lee Ave, Pierson; Doyle Turner, Merville; Vern Hair, Deer Run Trail, Anthon; Ron Steinhott, Smithland; and Eric Nelson, Jasper Ave; addressed the Board with concerns relating to the Ordinance.
- 8a1. Motion by Taylor second by De Witt to receive documents from Mr. Fillip. Carried 5-0. Copy filed.
- 8a2. Motion by Taylor second by De Witt to receive documents form Mr. John Nelson. Carried 5-0. Copy filed.
- 8a3. Motion by Taylor second by De Witt to receive documents from Ms. Holst. Carried 5-0. Copy filed.
- 8a4. Motion by Taylor second by De Witt to receive documents from Mr. Dougherty. Carried 5-0. Copy filed.
- 8a5. Motion by Taylor second by De Witt to receive 2<sup>nd</sup> document from Mr. Dougherty. Carried 5-0. Copy filed.
- 8a6. Motion by Taylor second by De Witt to receive 3<sup>rd</sup> document from Mr. Dougherty. Carried 5-0. Copy filed.
- 8a7. Motion by Radig second by De Witt to receive 4<sup>th</sup> document from Mr. Dougherty. Carried 5-0. Copy filed.
- 8a8. Motion by Taylor second by De Witt to receive petitions from Mr. Mark Nelson. Carried 5-0. Copy filed.
- 8a9. Motion by Taylor second by De Witt to receive 2<sup>nd</sup> document from Mr. Mark Nelson. Carried 5-0. Copy filed.
- 8a10. Motion by Taylor second by De Witt to receive document from Mr. Hair. Carried 5-0. Copy filed.
- Motion by De Witt second by Radig to close the public hearing. Carried 5-0 .
- 8b. Motion by De Witt second by Taylor to approve the third reading for an ordinance to amend portions of Woodbury County Ordinance #56: An amendment to modify Section 6.1.A: Wind Turbines Set Back Requirements in the ordinance regulating Commercial Wind Energy Conservation Systems in unincorporated Woodbury County. Carried 3 -2; Radig and Wright opposed . Copy filed .
- 8c. Motion by Taylor second by De Witt to adopt Ordinance #67 to amend portions of Woodbury County Ordinance #56: An amendment to modify Section 6.1.A: Wind Turbines Set Back Requirements in the ordinance regulating Commercial Wind Energy Conversion Systems in unincorporated Woodbury County. Carried 3 -2; Radig and Wright opposed. Copy filed.
- 10a. Motion by Radig second by Taylor to approve the Trosper Hoyt Structural South Wall plans, specifications, and form contract. Carried 5-0. Copy filed.

- 10b. Motion by De Witt second by Taylor to set a public hearing date of September 6<sup>th</sup>, 2022 at 4:40 p.m., at the Woodbury County Board of Supervisors meeting and the public notice thereof. Carried 5-0. Copy filed.
11. Motion by Radig second by De Witt to approve the funds using ARPA Retention Pay in FY23 for a wage increase effective date Sept 5th, 2022 – pay date 9-23-22 EMT from \$19.57 to \$22.25, AEMT from \$20.16 to \$23.01, and Paramedic from \$22.25 to \$25.00. Carried 5-0. Copy filed.
12. Motion by Taylor second by Radig to approve supplemental payments in the amount of \$17,414.03 to be paid from ARPA funds to certain appointed Deputy Officers of the County Auditor & Recorder/Commission of Elections and the Woodbury County Treasurer in Fiscal Year 2023. Carried 5-0.
13. Reports on committee meetings were heard.
14. There were no citizen concerns.
15. Board concerns were heard.

The Board adjourned the regular meeting until August 30, 2022.

Meeting sign in sheet. Copy filed.

# HUMAN RESOURCES DEPARTMENT

## MEMORANDUM OF PERSONNEL TRANSACTIONS

**DATE:** August 30, 2022

**\* PERSONNEL ACTION CODE:**

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

**TO: WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Christensen-Thompson, Wendy	County Sheriff	8-22-22	Civilian Jailer	\$31.26/hour	0%	T	Transfer from Court Security Officer to Civilian Jailer.
Fitch, Anthony	County Sheriff	8-22-22	Court Security Officer	\$31.26/hour	0%	T	Transfer from Civilian Jailer to Court Security Officer.
Timmins, Kristine	County Attorney	8-26-22	Assistant County Attorney			S	Resignation.
Kelley, Gerald	Emergency Services	12-31-22	Operations Officer-Paramedic			S	Retirement.

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

*Melissa Thomas*

MELISSA THOMAS, HR DIRECTOR:

**HUMAN RESOURCES DEPARTMENT**

**WOODBURY COUNTY, IOWA**

**DATE: August 30, 2022**

**AUTHORIZATION TO INITIATE HIRING PROCESS**

<b>DEPARTMENT</b>	<b>POSITION</b>	<b>ENTRY LEVEL</b>	<b>APPROVED</b>	<b>DISAPPROVED</b>
Emergency Services	F/T Operations Officer- Paramedic	Wage Plan: \$22.25/hour		

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

**RESOLUTION #**  
**NOTICE OF PROPERTY SALE**

**Parcel #894726363018**

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

**All of the 100 feet wide corridor of the former Chicago, Milwaukee, St. Paul and Pacific Railroad Company bounded by Blocks 1 and 2 in Ludwigs 3<sup>rd</sup> Filing and Rustin and Bismark (Helen) Streets (ex pt lying North of Lot 6 of the re-survey of the E ½ of Block 1, Ludwigs Addition 3<sup>rd</sup> filing) in the City of Sioux City and Woodbury County, Iowa (102 S. Rustin St.)**

**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 **13<sup>th</sup> Day of September, 2022 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 **13<sup>th</sup> Day of September, 2022**, 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 \$484.00** 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 30<sup>th</sup> Day of August, 2022.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Patrick F. Gill  
Woodbury County Auditor  
and Recorder

\_\_\_\_\_  
Keith W. Radig, Chairman

REQUEST FOR MINIMUM BID

Name: Katie Worden Date: 7/18/21  
Address: 1714 Frances Pl. Phone: 560-6339

Address or approximate address/location of property interested in:

102 S. Rustin

GIS PIN # 894726363018

*\*This portion to be completed by Board Administration \**

Legal Description:

All of the 100 feet wide corridor of the former Chicago, Milwaukee, St. Paul and Pacific Railroad Company bounded by Blocks 1 and 2 in Ludwigs 3<sup>rd</sup> Filing and Rustin and Bismark (Helen) Streets (ex pt lying North of Lot 6 of the re-survey of the E 1/2 of Block 1, Ludwigs Addition 3<sup>rd</sup> filing) in the City of Sioux City and Woodbury County, Iowa

Tax Sale #/Date: #1326 6/18/2007 Parcel # 578395

Tax Deeded to Woodbury County on: 8/2/22

Current Assessed Value: Land \$12,200 Building Ø Total \$12,200

Approximate Delinquent Real Estate Taxes: \$9,834

Approximate Delinquent Special Assessment Taxes: \$34,630

\*Cost of Services: \$114

Inspection to: Rocky DeWitt Date: 7/19/21

Minimum Bid Set by Supervisor: \$37000 PLUS \$114 (cos): Total: \$4814

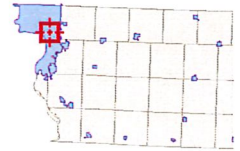
Date and Time Set for Auction: Tuesday, September 13<sup>th</sup> @ 4:35

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





Overview



Legend

-  Roads
-  Corp Boundaries
-  Townships
-  Parcels

Parcel ID	894726363018	Alternate ID	578395	Owner Address	WOODBURY COUNTY IOWA
Sec/Twp/Rng	26-89-47	Class	R		620 DOUGLAS ST
Property Address	102 S RUSTIN ST	Acreage	n/a		SIOUX CITY, IA 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	LL-SC COMM 89-47 100 FT CORRIDOR FORM ER CHICAGO MILWAUKEE ST PAUL PACIFIC RR CO LYING BETWEEN RUSTIN ST & HELEN ST (EX THAT PT LYING N OF L OT 6 BLK 1 LUDWIGS 3 RD ADD SW 1/4 SW 1/4 26-89-47				
	<b>(Note: Not to be used on legal documents)</b>				

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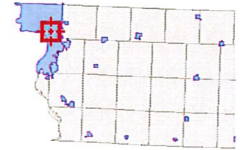
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 GEOSPATIAL



# Beacon™ Woodbury County, IA / Sioux City



### Overview



### Legend

- Roads
- Corp Boundaries
- Townships
- Parcels

Parcel ID	894726363018	Alternate ID	578395	Owner Address	WOODBURY COUNTY IOWA
Sec/Twp/Rng	26-89-47	Class	R		620 DOUGLAS ST
Property Address	102 S RUSTIN ST SIOUX CITY	Acreage	n/a		SIOUX CITY, IA 51101
District	0087				
Brief Tax Description	LL-SC COMM 89-47 100 FT CORRIDOR FORM ER CHICAGO MILWAUKEE ST PAUL PACIFIC RR CO LYING BETWEEN RUSTIN ST & HELEN ST (EX THAT PT LYING N OF L OT 6 BLK 1 LUDWIGS 3 RD ADD SW 1/4 SW 1/4 26-89-47 <b>(Note: Not to be used on legal documents)</b> )				

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# RESOLUTION #

## NOTICE OF PROPERTY SALE

Parcel #894234453030

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

**The North Forty-Five and Five-Tenths feet (N45.5') of Lot One (1) of the Erwins First Addition, City of Correctionville, County of Woodbury and State of Iowa (507 Driftwood St.)**

**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 **13<sup>th</sup> Day of September, 2022 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 on the **13<sup>th</sup> Day of September, 2022**, immediately following the closing of the public hearing to the **City of Correctionville only per Code of Iowa 331.361(2).**
3. That said Board proposes to sell the said real estate to the **City of Correctionville only for consideration of \$447.00 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 30<sup>th</sup> Day of August, 2022

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

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Patrick F. Gill  
Woodbury County Auditor  
and Recorder

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Keith W. Radig, Chairman

REQUEST FOR MINIMUM BID

Name: Chad Thompson for City of Correctionville Date: 9/29/20  
Address: \_\_\_\_\_ Phone: 378-3611

Address or approximate address/location of property interested in:  
501 Driftwood - Correctionville

GIS PIN # 894234453030

*\*This portion to be completed by Board Administration \**

Legal Description:

The North Forty-Five and Five Tenths feet  
(45.5') of Lot One (1) of the Erwins  
First Addition, City of Correctionville,  
Woodbury County, Iowa

Tax Sale #/Date: # 879 6/15/2015 Parcel # 594300

Tax Deeded to Woodbury County on: \_\_\_\_\_

Current Assessed Value: Land \$2,970 Building 0 Total \$2,970

Approximate Delinquent Real Estate Taxes: \$ 45,715

Approximate Delinquent Special Assessment Taxes: \$12,950

\*Cost of Services: \$147

Inspection to: Matthew Ong Date: 9/29/20

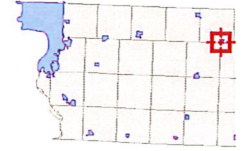
Minimum Bid Set by Supervisor: \$ 300 plus cost of services (\$147) Total: \$447

Date and Time Set for Auction: Tuesday, September 13<sup>th</sup> @ 4:37

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



Overview



Legend

-  Roads
-  Corp Boundaries
-  Townships
-  Parcels

Parcel ID	894234453030	Alternate ID	594300	Owner Address	WOODBURY COUNTY IOWA
Sec/Twp/Rng	n/a	Class	C		620 DOUGLAS ST
Property Address	507 DRIFTWOOD ST	Acreage	n/a		SIOUX CITY, IA 51101
	CORRECTIONVILLE				
District	0061				
Brief Tax Description	ERWINS FIRST ADDN N45.5' LOT1 BLK1				
	<b>(Note: Not to be used on legal documents)</b>				

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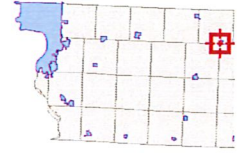




# Beacon™ Woodbury County, IA / Sioux City



### Overview



### Legend

- Roads
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- Parcels

Parcel ID	894234453030	Alternate ID	594300	Owner Address	WOODBURY COUNTY IOWA
Sec/Twp/Rng	n/a	Class	C		620 DOUGLAS ST
Property Address	507 DRIFTWOOD ST	Acreage	n/a		SIOUX CITY, IA 51101
	CORRECTIONVILLE				
District	0061				
Brief Tax Description	ERWINS FIRST ADDN N45.5' LOT1 BLK1				
	<i>(Note: Not to be used on legal documents)</i>				

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

Date: 8/22/2022

Weekly Agenda Date: 8/30/2022

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Sheila Martin-Citizen

**WORDING FOR AGENDA ITEM:**

Siouxland Mental Health Center-Qualified Bank Loan

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Siouxland Mental Health Center is the designated community mental health center for Woodbury County. SMHC applied for Governor Reynolds Non Profit Innovation Fund on 7/11/2022 to purchase and remodel a property in Sioux City to expand child and adolescent mental health services. Regardless if SMHC receives Innovation Grant funds or not, SMHC wants to pursue the purchase and remodel of the property located at 4265 Sergeant Rd, Sioux City, Iowa. SMHC is providing information only to pursue a qualified bank loan through Woodbury County with a maximum amount of \$3.7 million.

**BACKGROUND:**

SMHC provides a comprehensive range of mental health services for the evaluation and treatment of people of all ages experiencing mental illness, individual or family emotional distress, and overwhelmingly stressful circumstances. SMHC was founded in 1969 to address the unmet mental health needs in the community. This includes populations most affected by access barriers such as low-income uninsured, underinsured, and underserved. While these populations remain a priority, SMHC continues to serve its mission to provide a difference in the lives of individuals and families affected by mental illness and emotional distress.

During FY 2021, SMHC served 1,079 unique youths with Serious Emotional Disturbance, and 3,621 adults with Serious Mental Illness, a 110% increase over FY 2020. In 2021, SMHC had 2,138 new patients in comparison to 1,286 in 2020 -- a 166% increase. Statistics show that 2022 is on pace to surpass that, with 115% growth in January-March compared to the same period.

SMHC plans to purchase/renovate an 8,997 square foot building to create a mental health clinic for children and adolescents. The building is easily accessible with ample parking. SMHC will move all services and programs for children and adolescents to the clinic. This will allow us to serve more children and adolescents and create a safer child and youth-friendly environment than allowed by our current office in downtown Sioux City that serves clients of all ages. The new Siouxland Mental Health Child and Adolescent Clinic (SMHCC) will allow us to connect with children and adolescents in expanded and creative ways to provide 20+ types of therapeutic services that are evidence-based or promising practices to enhance youth well-being. This work is imperative, given that 2022 County Health Rankings found Woodbury County (WC) was one of Iowa's unhealthiest counties, ranking 83rd in health outcomes and 85th in health factors out of 99. The 2021 Iowa Youth Survey found that 34% of WC 6th graders, 38% of 8th graders, and 37% of 11th graders reported that in 2020, they felt sad or hopeless almost every day for two weeks or more in a row and stopped doing usual activities. Between 20 and 25% of the same groups thought about suicide, 47-58% made plans to attempt suicide, and 23-35% attempted suicide.

**FINANCIAL IMPACT:**

While we all have emotional ups and downs caused by everyday stress, approximately 1 in 4 people experience a mental health condition. If left unattended, poor mental health can have far-reaching implications — not only for individuals and their families, but also for their employers, school personnel, our community, jails, and hospitals.

According to a 2018 study by the American Heart Association, companies lose \$17,241 per year in incremental healthcare and productivity costs for each person with major depressive disorder. In addition, statistics show that individuals with mental health issues can have a significant impact on job performance, school performance, lack of focus, lower productivity, and more missed days of school and work.

This expansion is critical for the Siouxland Community and Woodbury County considering Woodbury County is one of the unhealthiest counties in Iowa. According to the recent 2022 County Health Rankings, Woodbury County ranked 83rd in health outcomes and 85th in health factors out of 99 counties. Other significant findings of this report included 13% reported frequent mental distress, 22% reported excessive drinking, 32% reported insufficient sleep, and there were 3,668 preventable hospital stays. For more information about the latest county health rankings, please visit <https://www.countyhealthrankings.org>.

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

Yes  No

**RECOMMENDATION:**

Please recommend SMHC for a qualified bank loan through Woodbury County to expand child and adolescent mental health services in Woodbury County and Rolling Hills Region.

**ACTION REQUIRED / PROPOSED MOTION:**

Information Only

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

Date: 8/19/2022

Weekly Agenda Date: 8/30/2022

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Diane Dreves, Chris Country, citize

**WORDING FOR AGENDA ITEM:**

Support for Movable Area Medical Clinic Construction

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Movable Area Medical Clinic Committee, Inc is constructing a new bi-level medical facility. Family practice and specialists will be located on the lower level with entry and parking off Frontage Road in Movable. The upper level will be a physical therapy/rehabilitation unit and a wellness center with entry and access on a widened and modernized East Drive. The area along the east side will become a connection to East Drive and into Woodbury Central school parking lot which has been expanded and paved. There will be ambulance entrances to both levels. The view of the building by passersby would create a very positive impression of our community.

**BACKGROUND:**

MAMCC, Inc is a non-profit organization formed in 1994. This committee was formed to make an impactful contribution toward alleviating or eliminating access to health care problems in underserved rural areas. It was specifically formed to address these problems in Movable but has now expanded to serve others in Lawton, Bronson, Anthon, Oto, Correctionville, Kingsley, Pierson, and Climbing Hill with healthcare coverage; thereby, serving a large portion of Woodbury County and other counties. The mission is to provide high quality medical and preventive services to the communities in the area at the lowest practical cost. We need to provide needed support services to healthcare providers and patients to improve the health of the communities we serve. The present facility was constructed in 1994. A group of concerned citizens united to form MAMCC which received its 501(c)3 designation and began raising funds for a new physician ' s office. This group poured its heart and soul into the project. They not only held numerous fundraising events and received outright donations but they actually built the facility themselves. They dug the foundation with local farm equipment, placed the sewer with local volunteers, painted the walls, refinished the woodwork and obtained equipment from nearby offices that were remodeling. Many of these same individuals continue their dedication to the construction of a new facility. With new regulations, codes, the cost of materials and the age of the members, the committee members are unable to do the work themselves this time. Assistance is being sought from contributions, fund raisers, grants and loans. A physical therapy/rehabilitation center was needed and the basement portion of the building was remodeled to include this service. This area has been operated by CNOS for several years. The clinic operations were purchased by Dr. Wentz of Family Healthcare of Siouxland in 2006. In 2019, he made the decision to sell the clinic back to MAMC. MAMC then established an agreement with MercyOne Clinic to operate the clinic. The agreement with CNOS remained in place and continues today. Rural medicine has difficulty attracting and keeping physicians. Without modern equipment and facilities, the task is even more challenging. According to the US Department of Health and Human Services ' State Variability in Supply of Office-based Primary Care Providers, " The patient to primary care physician ration in rural areas is only 39.2 physicians per 100,000 people, compared to 53.3 physicians per 100,000 people in urban areas. This uneven distribution of physicians has an impact on the health of the rural population. " In many areas, patients have to drive or be transported many miles to be treated. In extreme emergencies, those miles could be difference between life and death. Travel distance is known to be a challenge when seeking primary care as well as mental health care in rural area.

**FINANCIAL IMPACT:**

The financial impact is large. During construction, the builders would benefit from a multi-million dollar project. Following construction, an addition of employees would be felt. It is estimated that 12 new employees would be hired. This in turn would hopefully affect the housing industry in this area. Utility companies would profit and property taxes for the clinic would serve as an income to the county. The benefit to Woodbury County should be huge. Because of the location and the fact that an Urgent Care would be included in the clinic, travelers along highway 20 would be able to receive needed care in route. The location also lends itself to this clinic becoming a hub to the other rural towns in Woodbury County. The specialty physician area and lab and radiology departments would allow patients to obtain services here and not force them to drive to Dakota Dunes for some of those services.

The present facility would not be simply sold. Our further dream is to convert the building into a preschool/day care center. There is an empty lot to the east and a modernized park across the street making this area ideal for children. We are not seeking funds for the preschool/day care at this time but rather want you to know our vision does go beyond the clinic needs and will be establishing a plan for further development in the future. Going even further, we have already suggested to the school that we would like to develop a " school-to-work " program with the students to assist them in finding a career.

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

Yes  No

**RECOMMENDATION:**

The Merville Area Medical Clinic, Inc is requesting \$250,000 from ARPA Funds.

**ACTION REQUIRED / PROPOSED MOTION:**

We would like a motion for \$250,000 from ARPA funding to assist in construction of the Merville Area Medical Clinic on Frontage Road in Woodbury County, IA



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

Date: 8/25/22 Weekly Agenda Date: 8/30/22

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Daniel Priestley and John Malloy

**WORDING FOR AGENDA ITEM:**

Approve of County Website Migration Project Request for Qualifications (RFQ) process.

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

This project is for the migration of the in-house legacy County Website (CWS) to a next-generation third-party hosted site.

**BACKGROUND:**

A proposed Request for Qualifications (RFQ) has been established after consultation with elected officials and county staff to support the selection process of a third-party website vendor to host the Woodbury County website.

**FINANCIAL IMPACT:**

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

Yes  No

**RECOMMENDATION:**

Motion to approve "Request for Qualifications" process for website development, design, maintenance, & hosting services for Woodbury County, Iowa.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve "Request for Qualifications" process for website development, design, maintenance, & hosting services for Woodbury County, Iowa.

**Website Selection Committee:**

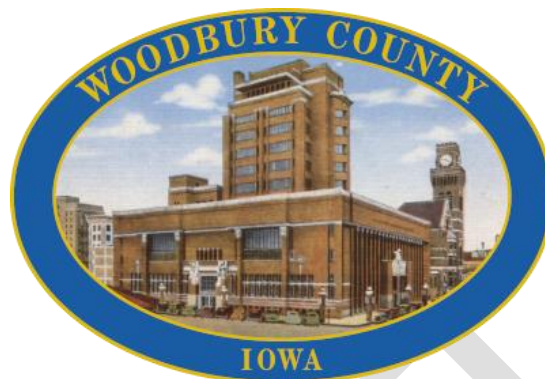
Matthew Ung, Board of Supervisors  
Patrick Gill, County Auditor and Recorder  
Tina Bertrand, County Treasurer  
Patrick Jennings, County Attorney  
Chad Sheehan, County Sheriff  
Melissa Thomas, Human Resources Director

**County Staff:**

Dan Priestley  
Michelle Brown  
Doug Bock  
John Malloy

**Proposed Tentative Schedule:**

<b>DATE</b>	<b>EVENT</b>
September 6, 2022	RFQ Issue Date
September 20, 2022	RFQ Due
October 4, 2022	Demonstrations by Selected Firms
October 11, 2022	Final Consultant Selection
October 18, 2022	Scope of Work/Contract Negotiation
December 20, 2022	Anticipated Website Launch



## **REQUEST FOR QUALIFICATIONS**

Website Development, Design, Maintenance & Hosting Services for  
Woodbury County, Iowa

Issue Date: September 6, 2022

Due Date: September 20, 2022

### Notice and Instructions to Responders

1. Responses must be received at the location described below no later than September 20, 2022, or they will be considered late and will be rejected.
2. Submit ten (10) complete printed copies, and one (1) electronic copy (PDF format) of your response.
3. Deliver responses to:

Woodbury County Community & Economic Development  
Attn: Dan Priestley  
620 Douglas Street, 6<sup>th</sup> Floor  
Sioux City, Iowa 51101  
Phone: 712-279-6609  
Email: [dpriestley@woodburycountyiowa.gov](mailto:dpriestley@woodburycountyiowa.gov)

4. Late and / or faxed responses will be rejected.

## Introduction

Woodbury County, Iowa invites the submission of qualifications from experienced and qualified consultants for website development, design, maintenance, and hosting services for the county's website.

## Background

Woodbury County, Iowa, population, 105,607, is located in northwest Iowa, and includes 878 square miles of total area making it the third-largest county by area in Iowa. The county seat is Sioux City with population of 85,797. A significant portion of the county includes the world-famous Loess Hills which are a unique formation of wind-deposited soil that can be found in Western Iowa, Missouri and the eastern parts of Nebraska and Kansas. The county abuts the Missouri River, and the area is a regional hub for business, retail trade, medical care, educational opportunities, and tourism in the region.

The entertainment venues, annual art and music festivals, sporting events and rich history draw thousands of visitors to the county annually. It is important to provide an attractive, accessible, and easily navigable website to effectively engage with residents while appealing to the prospective businesses, visitors, and young professionals.

Woodbury County's website, [www.woodburycountyiowa.gov](http://www.woodburycountyiowa.gov), is the digital front door to our county. Our focus is to make content easier to locate and provide more effective and engaging ways to meet the needs of our constituents. The site is currently hosted by the joint City/County Information Technology Department. County staff from each department has administrative access to maintain and modify the website using the Joomla content management system. With the existing website offers some opportunities to connect with citizens, it lacks responsive design, a cutting edge design, and the functionality needed to an ideal user experience.

## Project Goals and Requirements

- To create a modern, highly attractive, and responsive web design for [www.woodburycountyiowa.gov](http://www.woodburycountyiowa.gov) that will appeal to residents, businesses, media, developers, and visitors.
- Site will be easy for county departments/staff to maintain with training opportunities available and allow users to access key services on a 24x7 basis to complete tasks quickly and easily.
- Site will include secure administrative access user controls and monitoring.
- A cutting edge, original design representing our county's image should be incorporated with a strong visual appeal to the user.
- New site must detect the screen resolution of any device and respond with a view of the site that is optimized specifically for that screen.
- Meet accessibility standards as it pertains to Section 508 of the Rehabilitation Act of 1973 and the Telecommunications Act.
- Consistently enhanced hosting services including:

- Guaranteed uptime of 99.9% backed by a Service Level Agreement (SLA)
- Full disaster recovery to a backup data center with less than 60 minutes site restoration and less than 15 minutes data replication.
- Complete Distributed Denial of Services (DDoS) mitigation solution to detect and mitigate malicious cyber-attacks.
- A web application firewall to prevent common exploits such as XSS and SQL injection, with frequent signature updates (pro-active protection from zero-day exploits are a huge plus).
- Focus on making content organized, useful, interactive, and engaging.
- Continued maintenance and security of the site and underlying platform (e.g., CMS updates, web server updates and OS updates – some of which may be provided by the hosting company if different than the designing firm) – does not include site content.
- Consultants with experience in managing government agency website design products are preferred.

## **Response Requirements**

The document may be prepared using the template beginning on Page 7 of this document. The RFQ shall include a title page; 1-inch margins; Running header with the name of the Firm and page number; Calibri Font – Size 12; Single-spaced; Block format. The document shall not exceed 50 pages in length excluding the appendix.

The response to this RFQ must include the following.

### Experience of the Firm(s)

Discuss the experience and qualifications of the firm(s) in providing the services on successful projects similar in size and scope. For each project listed, please provide:

- Description of the project including size and scope (provide website URL)
- Role of the firm(s)
- Any sub-consultants utilized
- Project start and completion dates (planned and actual)
- Reference information for each project that includes: Name, phone number and e-mail address
- Initial project budget and final completion costs

Include hosting capability for large scale government websites, examples of sites developed for mobile platform (e.g., tablets and smartphones), sites that function as a hub for social media activities, and social apps that provide additional value for residents, where applicable.

### Experience and Qualifications of Key Personnel and Sub-consultants

Discuss the experience and qualifications of the specific project team members in providing the services outlined in this RFQ (particularly the Project Manager, and the managers of the key disciplines) including any sub-consultant experience. Describe your approach to overall team formation and coordination of team members.

For each key person identified, list their length of time with the firm and provide lists of projects that demonstrate experience in providing the types of services for projects of the same size and

scope as outlined in this RFQ. If a project selected for a key person is the same as one selected for the firm, provide just the project name and the role of the key person. For other projects provide the following:

- Description of the project and web URL
- Role of the person
- Project start and completion dates
- Reference information for each project that includes: Name, phone number and e-mail address
- Initial project budget and final completion costs

#### Project Approach

- Describe your firm's project management approach and team organization for the provision of the services outlined in this RFQ.
- Describe your firm's plan for accomplishing the objectives listed above for this project and provide a proposed timeline.
- Detail the current capacity of key team individuals and the firm's capabilities to complete the services outlined herein.

The chosen consultant will work closely with Woodbury County staff to develop a new website that meets the project goals listed previously. A detailed *Scope of Work and Contract Amount* for this project will be further defined and negotiated with the selected firm.

#### **Evaluation and Selection**

Responses will be evaluated on the following criteria:

- Team qualifications and previous related work experience from similar projects.
- Demonstrated knowledge of and familiarity with this type of project by key personnel to be assigned to the project, including sub-consultants.
- Quality and creativity of sample deliverables from similar projects.
- References from recent related projects of similar size and scope.
- Commitment to complete work on a timely basis.
- Responsiveness to RFQ.

A Selection Committee comprised of County Elected Officials and Supporting Staff may interview any or all consultants submitting response: however, the County reserves the right to reject any or all response or to request additional information, waive any conditions or criteria set forth in this RFQ and accept any responses that it may deem to be in the best interest of the County.

By submitting a response, the consultation hereby authorizes the County to contact references and make such further investigation as deemed appropriate. The County shall not be liable for any costs associated with submittal of any response or expenses incurred to attend an interview.

## Schedule

Qualified firms selected by the County Website Task Force will be asked to present via online demonstration in early **October**. Once a consultant is selected, a scope of work will be developed for the contract.

Responses are due **September 20, 2022**. Proposals (ten printed and one electronic copy) should be mailed to the address above or hand delivered to the 6<sup>th</sup> Floor of the Woodbury County Courthouse. Listed below are estimated dates and times of actions related to this Request for Qualifications (RFQ).

DATE	EVENT
September 6, 2022	RFQ Issue Date
September 20, 2022	RFQ Due
October 4, 2022	Demonstrations by Selected Firms
October 11, 2022	Final Consultant Selection
October 18, 2022	Scope of Work/Contract Negotiation
December 20, 2022	Anticipated Website Launch

*Please Note: These dates are for planning purposes only. They represent the County's desired timeline for implementing this project. The timeline may be adjusted, however, as needs and circumstances dictate.*

## Inquiries and Clarification of Request

Interested firms are asked to submit their questions either via email or regular mail to the following staff contact:

Dan Priestley  
712-279-6609  
dpriestley@woodburycountyia.gov

## Acceptance / Rejection of Responses

The County reserves the right to accept or reject any or all responses submitted, in whole or in part, and to waive any informalities or technicalities which at the County's discretion are determined to be in the best interests of the County. Further, the County makes no representations that a contract will be awarded to any responder. The County expressly reserves the right to reject any and all responses without indicating any reasons for such rejection(s). The County reserves the right to negotiate with any responder it deems suitable to carry out this project. The County reserves the right to postpone due dates for its own convenience and to withdraw this solicitation at any time without prior notice.

### **Miscellaneous Provisions**

All documents, graphics, maps, and exhibits produced by the successful proposer as part of this planning project shall be provided to the County, become the property of the County, and are to be available for use by the County in any manner the County deems appropriate. This RFQ does not commit the County to award a contract, pay any costs incurred in preparation of these applications, or to procure or contract for any services.

Consultant and sub-consultants shall identify any group, individual or organization that they may have worked for, or currently work for, that has had ownership, lease, development, related or similar interest in Woodbury County. The County reserves the right to reject any response or responder who it feels has a conflict of interest.

DRAFT



**Woodbury County Iowa**  
**Website Development, Design, Maintenance & Hosting Project**  
**Request for Qualifications**

**Submitted by:**

**Firm Name**  
**Applicant Name & Title**  
**Address**  
**Website**  
**Email**  
**Phone**

**Date of Submission**

\_\_\_\_\_  
Applicant Authorized Signature

\_\_\_\_\_  
Date

**Description of the Firm(s)**

<b>Website URL:</b>

<b>Description of the project including size and scope:</b>

<b>Role of the firm(s):</b>

<b>Any sub-consultants utilized:</b>

<b>Project start and completion dates (planned and actual):</b>

<b>Include hosting capability for large scale government websites, examples of sites developed for mobile platform (e.g., tablets and smartphones), sites that function as a hub for social media activities, and social apps that provide additional value for residents, where applicable:</b>

<b>Reference information 1:</b>
<b>Name:</b>
<b>Phone Number:</b>
<b>Email:</b>
<b>Website:</b>

<b>Reference information 2:</b>
<b>Name:</b>
<b>Phone Number:</b>
<b>Email:</b>
<b>Website:</b>

<b>Reference information 3:</b>
<b>Name:</b>
<b>Phone Number:</b>
<b>Email:</b>
<b>Website:</b>

### **Experience and Qualifications of Key Personnel and Sub-consultants**

**Describe your approach to overall team formation and coordination of team members. Discuss the experience and qualifications of the specific project team members in providing the services outlined in this RFQ (particularly the Project Manager, and the managers of the key disciplines) including any sub-consultant experience:**

--

**Team member:**

--

**Experience and qualifications (Length of Time with the Firm):**

--

#### **Projects:**

**Website URL:**

--

**Description of the project:**

--

**Role of the person:**

--

**Project start and completion dates:**

--

**Initial project budget and final completion costs:**

--

#### **Project References:**

**Reference information 1:**

**Name:**

**Phone Number:**

**Email:**

**Website:**

--

**Reference information 2:**

**Name:**

**Phone Number:**

**Email:**

**Website:**

--

**Reference information 3**

**Name:**

**Phone Number:**

**Email:**

**Website:**

--

### **Project Approach**

**Describe your firm's project management approach and team organization for the provision of the services outlined in this RFQ.**

**Describe your firm's plan for accomplishing the objectives listed above for this project and provide a proposed timeline.**

**Detail the current capacity of key team individuals and the firm's capabilities to complete the services outlined herein.**

### **Appendix**

DRAFT



## WOODBURY COUNTY COMMUNITY & ECONOMIC DEVELOPMENT

620 DOUGLAS STREET – SIOUX CITY, IA 51101

Dan Priestley · Zoning Coordinator · dpriestley@woodburycountyia.gov  
Dawn Norton · Sr. Clerk · dnorton@woodburycountyia.gov  
Telephone (712) 279-6609 Fax (712) 279-6530

### COUNTY WEBSITES IN IOWA

#### Summary

Included below is a listing of the 99 counties in Iowa along with their websites and platforms/service providers. The table to the right includes a count of the counties using a particular platform. Using the 99 counties in Iowa as the unit of analysis, the websites were examined based on design, content, and service provider.








It appears that the majority or 96% of county websites in Iowa use modern day platforms with visual effects including prominent scenes and aesthetic features. The homepages typically include frequently used services. For example, Benton County Iowa (bentoncountyia.gov), places an emphasis on "Meetings & Agendas," "Driver's Licenses," "Employment," "Property Tax Payment," "Renewing Vehicle Tags," and "Contact Information." Linn County, like various others, uses an "I Want To" link that guides residents to particular services such as registering to vote, applying for permits, paying registrations and fines, etc. The consistent element among all the websites in Iowa is that each present information about the government including the Board of Supervisors, Services, Departments, Committees, Public Meetings, etc.

In examining the service providers for each of the counties several themes were identified. First, there were 18 websites with unidentified providers that likely used a content management system (CMS) such as Wordpress, Joomla, Drupal, etc. These websites may either be ran in-house by an IT Department or by a third-party provider. Second, there are 20 service providers that have one to two relationships with Iowa counties. This suggests that some of the counties have selected their provider from a local community web hosting business as Hancock County uses Coloff Digital, based in Forest City, IA. Lastly, 57 Iowa counties have relationships with the following providers: **CivicPlus (13), Solutions (11), Revize (11), Neapolitan Labs (10), Municipal One (5), Blue Lake Websites (4), and Granicus (3).**

PLATFORM / SERVICE PROVIDER	County Count
Unknown	18
civicplus.com	13
gmdsolutions.com	11
revize.com	11
neapolitanlabs.com	10
bluelakewebsites.com	4
municipalone.com	5
granicus.com	3
corephp.com	2
gradient9.com	2
IT Department	2
webspec.com	2
bluespacecreative.com	1
bigimprint.com	1
coloffdigital.com	1
communityintegrator.com	1
emaginemore.com	1
filamentservices.org/websites/	1
fiveq.com	1
generatepress.com	1
hillproductionsandmediagroup.com	1
hostgator.com	1
irocwebs.com	1
j3redmarketing.com	1
solventweb.com	1
spireworks.pro/services-2	1
tsts.com	1
Wordpress	1
Total	99

COUNTY	WEBSITE	PLATFORM / SERVICE PROVIDER	HOMEPAGE SCREENSHOT
Adair	adaircounty.iowa.gov	neapolitanlabs.com	
Adams	adamscounty.iowa.gov	Unknown	

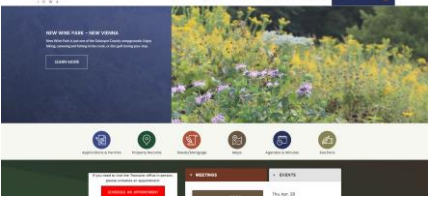


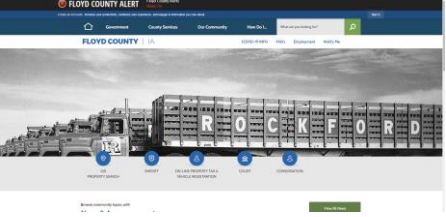



Allamakee	allamakeecounty.iowa.gov	irocwebs.com	 <p>The screenshot shows the Allamakee County website with a dark blue header and a main content area featuring various news items and images of the county's landscape.</p>
Appanoose	appanoosecounty.iowa.gov	gradient9.com	 <p>The screenshot displays the Appanoose County website with a light green and white color scheme. The main banner features a scenic view of a lake with trees in autumn colors.</p>
Audubon	auduboncountya.gov	Unknown	 <p>The screenshot shows the Audubon County website with a red and white header. The main content area includes a large image of a green field and a section titled 'Upcoming Events'.</p>
Benton	bentoncountya.gov	neapolitanlabs.com	 <p>The screenshot displays the Benton County website with a blue and white header. The main banner features a large image of a river and a section titled 'RESEARCH BENTON COUNTY, IOWA'.</p>
Black Hawk	blackhawkcounty.iowa.gov	civicplus.com	 <p>The screenshot shows the Black Hawk County website with a blue and white header. The main content area includes a large image of a city street and a section titled 'County News'.</p>
Boone	boonecounty.iowa.gov	granicus.com	 <p>The screenshot displays the Boone County website with a green and white header. The main banner features a large image of a park with a gazebo and a section titled 'SERVICES'.</p>
Bremer	bremercounty.iowa.gov	revize.com	 <p>The screenshot shows the Bremer County website with a green and white header. The main banner features a large image of a forest with a bicycle and a section titled 'POPULAR SEARCHES'.</p>



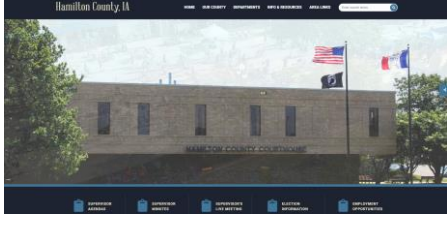



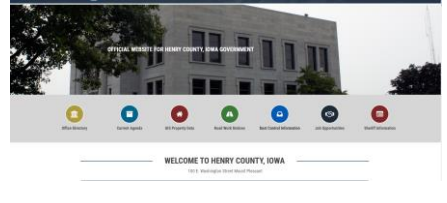
<p><b>Buchanan</b></p>	<p>buchanancounty.iowa.gov</p>	<p>revize.com</p>	
<p><b>Buena Vista</b></p>	<p>buenavistacounty.iowa.gov</p>	<p>j3redmarketing.com</p>	
<p><b>Butler</b></p>	<p>butlercounty.iowa.gov</p>	<p>corephp.com</p>	
<p><b>Calhoun</b></p>	<p>calhouncounty.iowa.gov</p>	<p>revize.com</p>	
<p><b>Carroll</b></p>	<p>carrollcountyiowa.gov</p>	<p>municipalone.com</p>	
<p><b>Cass</b></p>	<p>casscountya.gov</p>	<p>fiveq.com</p>	
<p><b>Cedar</b></p>	<p>cedarcounty.iowa.gov</p>	<p>neapolitanlabs.com</p>	

Cerro Gordo	cgcounty.org/	granicus.com	
Cherokee	cherokeecounty.iowa.gov	revize.com	
Chickasaw	chickasawcounty.iowa.gov	neapolitanlabs.com	
Clarke	clarkecounty.iowa.gov	solventweb.com	
Clay	claycounty.iowa.gov	gmdsolutions.com	
Clayton	claytoncountyia.gov	civicplus.com	
Clinton	clintoncounty-ia.gov	tsts.com	



Crawford	crawfordcounty.iowa.gov	neapolitanlabs.com	
Dallas	dallascountyiowa.gov	granicus.com	
Davis	daviscountyiowa.gov	hillproductionsandmediagroup.com	
Decatur	decaturcountyiowa.gov	municipalone.com	
Delaware	delawarecounty.iowa.gov	gmdsolutions.com	
Des Moines	desmoinescounty.iowa.gov	civicplus.com	
Dickinson	dickinsoncountyiowa.gov	bluelakewebsites.com	

<p><b>Dubuque</b></p>	<p>dubuquecountyiowa.gov</p>	<p>civicplus.com</p>	
<p><b>Emmet</b></p>	<p>emmetcounty.iowa.gov</p>	<p>Unknown</p>	
<p><b>Fayette</b></p>	<p>fayettedcounty.iowa.gov</p>	<p>gmdsolutions.com</p>	
<p><b>Floyd</b></p>	<p>floydco.iowa.gov</p>	<p>civicplus.com</p>	
<p><b>Franklin</b></p>	<p>franklincountyia.gov</p>	<p>revize.com</p>	
<p><b>Fremont</b></p>	<p>filamentservices.org/websites/</p>	<p>filamentservices.org/websites/</p>	
<p><b>Greene</b></p>	<p>co.greene.ia.us/</p>	<p>municipalone.com</p>	







<p><b>Grundy</b></p>	<p>grundycountyiowa.gov</p>	<p>corephp.com</p>	
<p><b>Guthrie</b></p>	<p>guthriecounty.gov</p>	<p>Unknown</p>	
<p><b>Hamilton</b></p>	<p>hamiltoncounty.iowa.gov</p>	<p>revize.com</p>	
<p><b>Hancock</b></p>	<p>hancockcountya.gov</p>	<p>coloffdigital.com</p>	
<p><b>Hardin</b></p>	<p>hardincountyia.gov</p>	<p>civicplus.com</p>	
<p><b>Harrison</b></p>	<p>harrisoncounty.iowa.gov</p>	<p>gmdsolutions.com</p>	
<p><b>Henry</b></p>	<p>henrycounty.iowa.gov</p>	<p>gmdsolutions.com</p>	

Howard	howardcounty.iowa.gov	gmdsolutions.com	
Humboldt	humboldtcounty.iowa.gov	revize.com	
Ida	idacounty.iowa.gov	spireworks.pro/services-2	
Iowa	iowacounty.iowa.gov	gmdsolutions.com	
Jackson	jacksoncounty.iowa.gov	gmdsolutions.com	
Jasper	co.jasper.ia.us/	civicplus.com	
Jefferson	jeffersoncounty.iowa.gov	HTML	








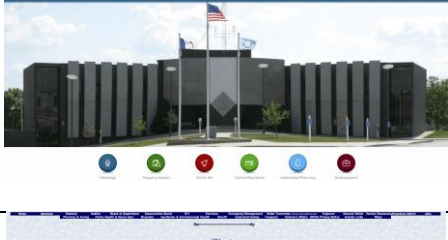

<p><b>Johnson</b></p>	<p>johnsoncountyiowa.gov</p>	<p>webspec.com</p>	 <p>The screenshot shows the homepage of the Johnson County Iowa website. It features a large header image of a cityscape at dusk. The text 'Welcome to Johnson County Iowa' is prominently displayed. Below the header, there are several navigation icons and a call-to-action button that says 'Now apply for the Direct Assistance Program'.</p>
<p><b>Jones</b></p>	<p>jonescountyiowa.gov</p>	<p>neapolitanlabs.com</p>	 <p>The screenshot shows the homepage of the Jones County Iowa website. It features a large header image of a river and a bridge. The text 'WELCOME TO JONES COUNTY, IOWA' is prominently displayed. Below the header, there are several navigation icons and a section for 'NEWS AND ANNOUNCEMENTS'.</p>
<p><b>Keokuk</b></p>	<p>keokukcounty.iowa.gov</p>	<p>communityintegrator.com</p>	 <p>The screenshot shows the homepage of the Keokuk County website. It features a large header image of the Keokuk County Courthouse. The text 'WELCOME TO KEOKUK COUNTY, IOWA' is prominently displayed. Below the header, there is a message stating 'The Keokuk County Courthouse is open to the public.'</p>
<p><b>Kossuth</b></p>	<p>kossuthcounty.iowa.gov</p>	<p>emaginmore.com</p>	 <p>The screenshot shows the homepage of the Kossuth County Government website. It features a large header image of the Kossuth County Courthouse with several American flags. The text '— KOSSUTH COUNTY GOVERNMENT —' is prominently displayed, followed by the tagline 'ISSUING TO PROVIDE SERVICES FOR THE PUBLIC GOOD IN THE MOST EFFECTIVE AND EFFICIENT MANNER POSSIBLE'.</p>
<p><b>Lee</b></p>	<p>leecounty.org/</p>	<p>municipalone.com</p>	 <p>The screenshot shows the homepage of the Lee County Iowa website. It features a large header image of a person standing next to a horse in a stable. The text 'LEE COUNTY IOWA' is prominently displayed. Below the header, there are several navigation icons and a section for 'My Government'.</p>
<p><b>Linn</b></p>	<p>linncountyiowa.gov</p>	<p>civicplus.com</p>	 <p>The screenshot shows the homepage of the Linn County website. It features a large header image of a horse and rider in a stable. The text 'Linn County' is prominently displayed. Below the header, there are several navigation icons and a section for 'My Government'.</p>
<p><b>Louisa</b></p>	<p>louisacountyia.gov</p>	<p>bigimprint.com</p>	 <p>The screenshot shows the homepage of the Louisa County Iowa website. It features a large header image of a cityscape. The text 'WELCOME TO LOUISA COUNTY, IOWA' is prominently displayed. Below the header, there are several navigation icons and a section for 'About Louisa County'.</p>








<p><b>Lucas</b></p>	<p>lucascounty.iowa.gov</p>	<p>neapolitanlabs.com</p>	
<p><b>Lyon</b></p>	<p>lyoncounty.iowa.gov</p>	<p>neapolitanlabs.com</p>	
<p><b>Madison</b></p>	<p>madisoncounty.iowa.gov</p>	<p>gmdsolutions.com</p>	
<p><b>Mahaska</b></p>	<p>mahaskacountyia.gov</p>	<p>neapolitanlabs.com</p>	
<p><b>Marion</b></p>	<p>marioncountyiowa.gov</p>	<p>neapolitanlabs.com</p>	
<p><b>Marshall</b></p>	<p>marshallcountya.gov</p>	<p>marshallcountya.gov</p>	
<p><b>Mills</b></p>	<p>millscountyiowa.gov</p>	<p>civicplus.com</p>	

<p><b>Mitchell</b></p>	<p>mitchellcounty.iowa.gov</p>	<p>Unknown</p>	
<p><b>Monona</b></p>	<p>mononacounty.iowa.gov</p>	<p>HTML</p>	
<p><b>Monroe</b></p>	<p>monroecounty.iowa.gov</p>	<p>gmdsolutions.com</p>	
<p><b>Montgomery</b></p>	<p>montgomerycountya.gov</p>	<p>Unknown</p>	
<p><b>Muscatine</b></p>	<p>muscatinecountyiowa.gov</p>	<p>civicplus.com</p>	
<p><b>O'Brien</b></p>	<p>obriencounty.iowa.gov</p>	<p>bluelakewebsites.com</p>	
<p><b>Osceola</b></p>	<p>osceolacountyia.gov</p>	<p>bluelakewebsites.com</p>	

<p><b>Page</b></p>	<p>pagecounty.iowa.gov</p>	<p>gmdsolutions.com</p>	
<p><b>Palo Alto</b></p>	<p>paloaltocounty.iowa.gov</p>	<p>bluelakewebsites.com</p>	
<p><b>Plymouth</b></p>	<p>co.plymouth.ia.us/</p>	<p>HTML</p>	
<p><b>Pocahontas</b></p>	<p>pocahontascounty.iowa.gov</p>	<p>Unknown</p>	
<p><b>Polk</b></p>	<p>polkcountyia.gov</p>	<p>Unknown</p>	
<p><b>Pottawattamie</b></p>	<p>pottcounty-ia.gov</p>	<p>Unknown</p>	
<p><b>Poweshiek</b></p>	<p>poweshiekcounty.org/</p>	<p>Wordpress</p>	



Ringgold	ringgoldcounty.iowa.gov	revize.com	
Sac	sacountyiowa.gov	Unknown	
Scott	scottcountyiowa.gov	Unknown	
Shelby	shelbycounty.iowa.gov	bluespacecreative.com	
Sioux	siouxcountyia.gov	generatepress.com	
Story	storycountyiowa.gov	civicplus.com	
Tama	tamacounty.org/	HTML	

Taylor	taylorcounty.iowa.govindex.html	hostgator.com	 <p>WELCOME TO TAYLOR COUNTY IOWA</p> <p>Public Notifications</p>
Union	unioncountyiowa.gov	Unknown	 <p>Union County, Iowa</p> <p>Public Notice: April 23, 2022</p> <p>Public Notice: May 3, 2022</p> <p>Welcome to Union County!</p>
Van Buren	vanburencounty.iowa.gov	revize.com	 <p>Welcome to Van Buren County, Iowa</p>
Wapello	wapellocounty.org/	Unknown	 <p>WAPELLO COUNTY</p> <p>WELCOME &amp; PROLOGUE</p> <p>WELCOME TO WAPELLO COUNTY</p>
Warren	warrencountyia.org/	County IT	 <p>Warren County</p> <p>Home   Government   Services   Community   News/Info</p>
Washington	washingtoncounty.iowa.gov	civicplus.com	 <p>Washington Iowa</p> <p>Home   Government   Services   Community   News/Info</p>
Wayne	waynecountyia.com	gradient9.com	 <p>Wayne County Public Health</p> <p>WAYNE COUNTY PUBLIC HEALTH HAS A NEW WEBSITE</p> <p>HISTORY</p>

<p><b>Webster</b></p>	<p>webstercountyia.gov</p>	<p>revize.com</p>	
<p><b>Winnebago</b></p>	<p>winnebagocountyiowa.gov</p>	<p>webspec.comservices/web-design</p>	
<p><b>Winneshiek</b></p>	<p>winneshiekcounty.iowa.gov</p>	<p>Unknown</p>	
<p><b>Woodbury</b></p>	<p>woodburycountyiowa.gov</p>	<p>IT Department</p>	
<p><b>Worth</b></p>	<p>worthcountyiowa.gov</p>	<p>municipalone.com</p>	
<p><b>Wright</b></p>	<p>wrightcounty.iowa.gov</p>	<p>revize.com</p>	

# STRUCTURE OF WOODBURY COUNTY WEBSITE

The Woodbury County website is organized into four prominent categories including the Board of Supervisors, Government, Departments, and Contact Information. Additional categories include information about the 100th Anniversary, Elections, GIS Map, Properties, and the Law Enforcement Center Authority. Within each of these categories, it is projected that the site is composed of 41 parent pages, 139 subpages, and a significant count of supporting files.

CATEGORY	FEATURES	PAGES
<b>Board of Supervisors</b>	<p>About</p> <p>Board Meetings</p> <ul style="list-style-type: none"> <li>• Weekly Agendas</li> <li>• Agenda Archives</li> <li>• Minutes</li> <li>• Bylaws</li> <li>• A/P Claims Paid</li> </ul> <p>Contact a Supervisor</p> <p>District Maps</p> <p>Committee Information</p> <ul style="list-style-type: none"> <li>• Iowa Code                             <ul style="list-style-type: none"> <li>○ 911 Service Board</li> <li>○ Board of Adjustment</li> <li>○ Conservation Board</li> <li>○ DECAT Board</li> <li>○ Emergency Management Commission</li> <li>○ Soil and Water Conservation District</li> <li>○ Third Judicial Department of Corrections</li> <li>○ Veteran Affairs Commission</li> <li>○ Zoning Commission</li> </ul> </li> <li>• Agreement                             <ul style="list-style-type: none"> <li>○ Community Action Agency of Siouxland Board of Directors</li> <li>○ Highway 20 Association</li> <li>○ Law Enforcement Authority</li> <li>○ Siouxland Economic Development Corporation</li> <li>○ STARCOMM</li> </ul> </li> <li>• 28E                             <ul style="list-style-type: none"> <li>○ Area Solid Waste Board (Landfill)</li> <li>○ Hungry Canyons</li> <li>○ Loess Hills Alliance</li> <li>○ Loess Hills Development and Conservation Authority</li> <li>○ Loess Hills Economic Development</li> <li>○ Loess Hills Scenic Byway</li> <li>○ National Resources Conservation Service</li> <li>○ Region IV Hazardous Materials Commission</li> <li>○ Regional Workforce Investment Board</li> <li>○ Rolling Hills Community Services Region</li> <li>○ Security Institute Commission</li> <li>○ SIMPCO</li> <li>○ Siouxland District Board of Health</li> <li>○ Siouxland Human Investment Partnership</li> <li>○ WCICC</li> <li>○ Western Iowa Tourism</li> </ul> </li> </ul> <p>Precinct Maps</p> <p>LEC Information</p>	<p>7 Parent Pages</p> <ul style="list-style-type: none"> <li>• 6 Sub Pages</li> </ul>

<p><b>Government</b></p>	<p>Auctions  Budget Information <ul style="list-style-type: none"> <li>• General Information</li> <li>• Annual Financial Report</li> <li>• Annual Certification of Budget</li> <li>• Budget Book</li> <li>• Budget Book</li> <li>• CIP- 5 Year Planner</li> <li>• Equip – 5 Year Planner</li> </ul> Contracts  Latest News  Ordinances  Policies  Resolutions  28E Agreements</p>	<p>8 Parent Pages <ul style="list-style-type: none"> <li>• 7 Sub pages</li> </ul> </p>
<p><b>Departments</b></p>	<p><b>Assessor: Sioux City</b> <ul style="list-style-type: none"> <li>• Property Search</li> <li>• GIS Help</li> <li>• Contact Information</li> <li>• Apt &amp; Multi-Family</li> <li>• Assessor’s Bulletin</li> <li>• Commercial &amp; Industrial</li> <li>• Comparable Sales</li> <li>• Comparable Sales Help</li> <li>• Valuation Appeal Info</li> <li>• Valuation Appeal Form</li> <li>• Equalization Order</li> <li>• Online Appeal Program</li> </ul> <b>Assessor: Woodbury County</b> <ul style="list-style-type: none"> <li>• Contact Information</li> <li>• Valuation Appeal Info</li> <li>• Dates to Remember</li> <li>• Exemptions/Credit Forms</li> <li>• Property Taxation</li> <li>• Tax Levies &amp; Values</li> <li>• What is Market Value?</li> </ul> <b>Attorney</b> <ul style="list-style-type: none"> <li>• Meet Patrick Jennings</li> <li>• Downloadable Forms</li> <li>• Notices</li> </ul> <b>Auditor</b> <ul style="list-style-type: none"> <li>• Meet Patrick Gill</li> <li>• Annual Financial Report</li> <li>• Auditor Responsibilities</li> <li>• Budgets</li> <li>• FAQs</li> <li>• Other Duties</li> <li>• Payroll</li> <li>• Property Disposition</li> <li>• Roll Back Rates</li> <li>• SSMID District</li> <li>• Tax Calculations</li> <li>• Taxable Valuations</li> <li>• TIF Areas &amp; Taxing District</li> </ul> <b>Communication Center (911)</b> <ul style="list-style-type: none"> <li>• External Website</li> </ul> <b>Community &amp; Economic Development</b> <ul style="list-style-type: none"> <li>• External Website (WordPress)</li> </ul> </p>	<p>19 Parent Pages <ul style="list-style-type: none"> <li>• 116 Sub pages</li> </ul> </p>

**Conservation Board**

- External Website

**Elections**

- External Website

**Emergency Services**

- Contact Information
- Weather Links
- Sioux Gateway Airport
- Sioux Falls National Weather Service
- Omaha National Weather Service
- Iowa DOT Traveler Info
- Nebraska DOT Traveler Info
- Top News National News
- World News

**Human Resources**

- Careers – Job Openings
- Contact Information
- Employee Training
- Contracts
- Forms
- SPDs for Benefits
- Position Descriptions
- Policies

**Motor Vehicle**

- Tax Forms
- Pay Online
- Contact Information
- Recreational Vehicle Registration
- Plate Replacement FAQs
- Selling Your Vehicle
- DOT Registration Forms
- Iowa DOT

**Recorder**

- Vital Records
- Land & Records Management
- Real Estate
- Meet Patrick Gill

**Secondary Roads**

- Meet Mark Nahra
- Oversize Overweight Truck Permits
- Secondary Road Policy Manual
- GPS Survey Monuments
- Road Improvement Policy
- Driving around Farm Equipment

**Sheriff**

- Gun Permits
- Jail Search
- Warrants
- Meet Chad Sheehan
- Sherriff's News
- Administration
- Join Our Family
- Civil Division
- Sheriff Garnishment
- Sheriff Sale Property
- Jail Division
- Patrol Division
- Investigations Division
- Transportation/Crt Sec.

	<ul style="list-style-type: none"> <li>• K9 Division</li> <li>• SWAT/RISC Team</li> <li>• Electronic Monitoring</li> <li>• Reserve Deputy Program</li> <li>• IA Sex Offender Registry</li> <li>• Civil Service Commission</li> <li>• Activity Log</li> <li>• Finger Permit Information</li> <li>• Internship Program</li> <li>• Project Lifesaver – Iowa, International</li> </ul> <p><b>Siouxland District Health</b></p> <ul style="list-style-type: none"> <li>• External Website (Granicus)</li> </ul> <p><b>Social Services</b></p> <ul style="list-style-type: none"> <li>• Contact Information</li> <li>• Rolling Hills Region</li> <li>• Siouxland Mental Health Center</li> </ul> <p><b>Treasurer</b></p> <ul style="list-style-type: none"> <li>• Property Search</li> <li>• Tax Forms</li> <li>• Pay Online</li> <li>• Meet Tina M. Bertrand</li> <li>• Downloadable Forms</li> <li>• Property Tax Calendar</li> <li>• Tax Sale</li> <li>• Meet Tina M. Bertrand</li> </ul> <p><b>Veterans Affairs</b></p> <ul style="list-style-type: none"> <li>• Meet the Staff</li> <li>• Meet Your Commissioners</li> <li>• Apply to be a Commissioner</li> <li>• Mission Statement</li> <li>• Flag Display Days</li> <li>• Flying the Flag</li> <li>• Services Available</li> </ul> <p><b>Weed Commissioner</b></p> <ul style="list-style-type: none"> <li>• Haying the Right of Way</li> </ul>	
<b>100<sup>th</sup> Anniversary</b>		1 Parent page
<b>Elections</b>	External Website (Neapolitanlabs.com)	External Website (Neapolitanlabs)
<b>GIS Map</b>	Property Search GIS Help County Assessor Contact Information Sioux City Assessor Contact Information	6 Parent Pages
<b>Law Enforcement Authority</b>	Committee Application Committee Form	Download Forms / PDFs

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

Date: 8/25/22 Weekly Agenda Date: 8/30/22

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Daniel Priestley, CED Zoning Co

**WORDING FOR AGENDA ITEM:**

- a. Motion to receive the Zoning Commission's recommendation from their 8/22/22 meeting to approve the final plat of Roger E. Rand Addition, a Minor Subdivision.
- b. Motion to accept and approve the Roger E. Rand Addition, minor subdivision final plat

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

The Supervisors will receive the Woodbury County Planning and Zoning (P&Z) Commission's recommendation and final staff report on said plat and shall approve, approve with conditions, or disapprove the plat. The Board may table the matter with the consent of the subdivider. Approval shall be in the form of a resolution to be certified as part of the final plat.

**BACKGROUND:**

Timothy E. Rand and Security National Bank as Personal Representative of the Estate of Roger E. Rand by Tammy L. Gagnon has filed for a one-lot minor subdivision including Parcels 864710200002 & 864710200007 as referenced above. The purpose is to reconfigure the lot to place the well and septic system on the same lot serving the house. The west portion of Parcel 864710200007 that is not to be included in the subdivision will be required to be combined with the abutting Parcel #864710200006. This proposal has been properly noticed in the Sioux City Journal Legals Section on August 12, 2022. The neighbors within 1000 FT have been duly notified via a August 5, 2022 letter about the August 22, 2022 Zoning Commission Public Hearing. Appropriate stakeholders including government agencies, utilities, and organizations have been notified and have been requested to comment. The Woodbury County Engineer found the proposal in compliance with Iowa Code closure requirements and found that the lot has adequate access to the road system. Extraterritorial review, as required by Iowa Code 354.9, was completed by the City of Salix on July 28, 2022. The property is not located in the floodplain. The proposed lot contains both the well and septic system. Based on the information received and the requirements set forth in the Zoning and Subdivision Ordinance, the proposal meets the appropriate criteria for approval. It is the recommendation of staff to approve this proposal as proposed. The Woodbury County Zoning Commission voted 3-0 to recommend acceptance and approval of the Roger E. Rand Addition, minor subdivision final plat, to the Woodbury County Board of Supervisors following their public hearing on August 22, 2022.

**FINANCIAL IMPACT:**

None

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

Yes  No

**RECOMMENDATION:**

Receive the final staff report and P&Z Commission's recommendation from their 8/22/22 meeting.  
Approve the final plat and authorize the Chairman to sign the resolution.

**ACTION REQUIRED / PROPOSED MOTION:**

- A) Motion to receive the Zoning Commission's recommendation from their 8/22/22 meeting to approve the final plat of Roger E. Rand Addition, a Minor Subdivision.
- B) Motion to accept and approve the Roger E. Rand Addition, minor subdivision final plat.





**WOODBURY COUNTY  
COMMUNITY & ECONOMIC DEVELOPMENT**

620 DOUGLAS STREET – SIOUX CITY, IA 51101

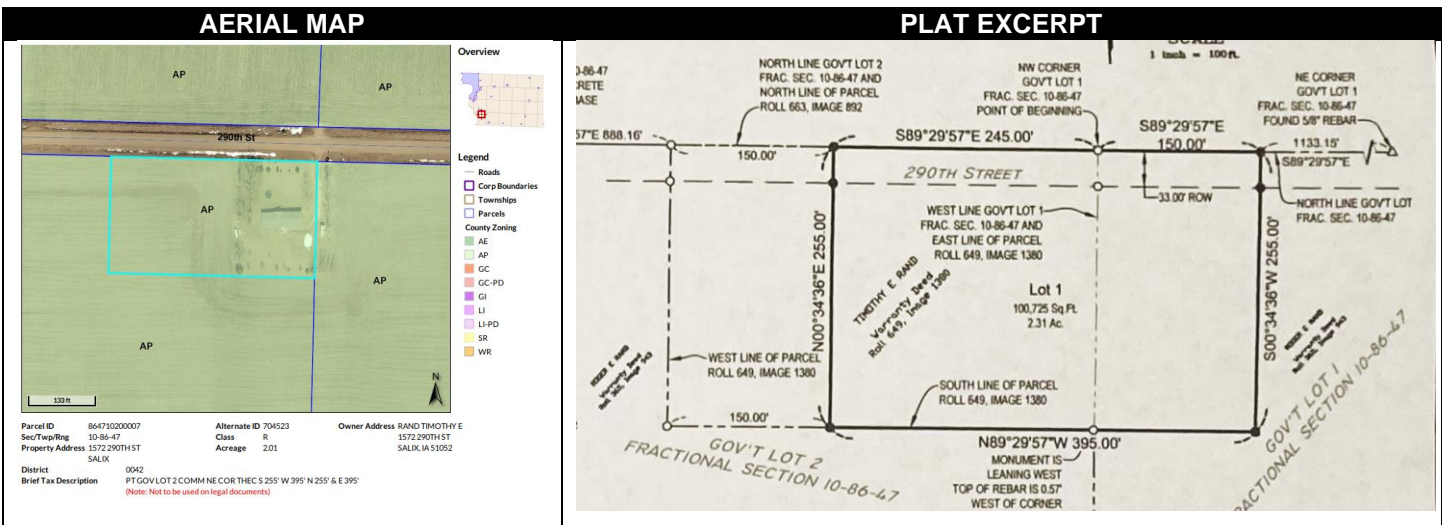
Dan Priestley · Zoning Coordinator · dpriestley@woodburycountyiowa.gov  
Dawn Norton · Sr. Clerk · dnorton@woodburycountyiowa.gov  
Telephone (712) 279-6609 Fax (712) 279-6530

**ROGER E. RAND ADDITION, MINOR SUBDIVISION PROPOSAL  
FINAL REPORT – 8/25/22**

APPLICATION DETAILS	PROPERTY DETAILS	TABLE OF CONTENTS
<b>Owner(s):</b> Timothy E. Rand, The Security National Bank as Personal Representative of the Estate of Roger E. Rand by Tammy L. Gagnon <b>Application Type:</b> Minor Subdivision (1 Lot) <b>Subdivision Name:</b> Roger E. Rand Addition <b>Application Date:</b> July 29, 2022 <b>Subdivision Area:</b> 2.31 Acres <b>Legal Notice Date:</b> August 12, 2022 <b>Stakeholders (1000') Letter Date:</b> August 5, 2022 <b>Zoning Commission Public Hearing Date:</b> August 22, 2022 <b>Board of Supervisors Review Date:</b> August 30, 2022	<b>Parcel(s):</b> 864710200002 & 864710200007 <b>Township:</b> T86N R47W (Lakeport) <b>Section:</b> 10 <b>Lot:</b> Government Lot 1 and Government Lot 2 <b>Zoning District:</b> Agricultural Preservation (AP) <b>Floodplain District:</b> Zone X (Not in SFHA) <b>Address:</b> 1572 290 <sup>th</sup> Street, Salix, IA 51052	<input type="checkbox"/> Summary, Aerial & Plat Excerpt, Recommendation <input type="checkbox"/> Application <input type="checkbox"/> Final Plat <input type="checkbox"/> Review Criteria <input type="checkbox"/> Extraterritorial Review <input type="checkbox"/> Legal Notification <input type="checkbox"/> Adjacent Owners' Notification <input type="checkbox"/> Stakeholder Comments <input type="checkbox"/> Supporting Documentation

**SUMMARY**

Timothy E. Rand and Security National Bank as Personal Representative of the Estate of Roger E. Rand by Tammy L. Gagnon has filed for a one-lot minor subdivision including Parcels 864710200002 & 864710200007 as referenced above. The purpose is to reconfigure the lot to place the well and septic system on the same lot serving the house. The west portion of Parcel 864710200007 that is not to be included in the subdivision will be required to be combined with the abutting Parcel #864710200006. This proposal has been properly noticed in the Sioux City Journal Legals Section on August 12, 2022. The neighbors within 1000 FT have been duly notified via a August 5, 2022 letter about the August 22, 2022 Zoning Commission Public Hearing. Appropriate stakeholders including government agencies, utilities, and organizations have been notified and have been requested to comment. The Woodbury County Engineer found the proposal in compliance with Iowa Code closure requirements and found that the lot has adequate access to the road system. Extraterritorial review, as required by Iowa Code 354.9, was completed by the City of Salix on July 28, 2022. The property is not located in the floodplain. The proposed lot contains both the well and septic system. Based on the information received and the requirements set forth in the Zoning and Subdivision Ordinance, the proposal meets the appropriate criteria for approval. It is the recommendation of staff to approve this proposal as proposed. The Woodbury County Zoning Commission voted 3-0 to recommend acceptance and approval of the Roger E. Rand Addition, minor subdivision final plat, to the Woodbury County Board of Supervisors following their public hearing on August 22, 2022.



**ZONING COMMISSION AND STAFF RECOMMENDATIONS**

Staff recommends approval of this minor subdivision proposal as it meets the requirements of the zoning and subdivision ordinances.

Following the public hearing on August 22, 2022, the Woodbury County Zoning Commission voted 3-0 to recommend acceptance and approval of the *Roger E. Rand Addition*, minor subdivision final plat to the Woodbury County Board of Supervisors.



WOODBURY COUNTY  
ZONING COMMISSION  
WOODBURY COUNTY COURTHOUSE  
620 DOUGLAS STREET  
SIOUX CITY, IA 51101

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

August 22, 2022

RE: Zoning Commission Recommendation to the Board of Supervisors:

**ROGER E. RAND ADDITION, Minor Subdivision Proposal**  
Parcels #864710200002 & #864710200007  
T86N R47W (Lakeport Township), Section 10  
Government Lot 1 and Government Lot 2  
Agricultural Preservation (AP) Zoning District  
Floodplain District: Zone X (Not in Special Flood Hazard Area)  
Address: 1572 290th Street, Salix, IA 51052

Dear Board of Supervisors:

This letter is to inform you that the Woodbury County Zoning Commission reviewed the *Roger E. Rand Addition*, final plat minor subdivision proposal following the scheduled public hearing that occurred at the regularly scheduled public meeting of the Woodbury County Zoning Commission on August 22, 2022.

Following the public hearing, the Zoning Commission voted 3-0 to recommend acceptance and approval of the *Roger E. Rand Addition*, minor subdivision final plat to the Board of Supervisors.

Dated this 22 day of Aug, 2022

  
Tom Bride, Vice-Chair  
Woodbury County Zoning Commission

ATTEST:

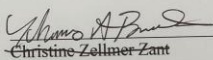
  
Daniel Priestley, Zoning Coordinator  
Woodbury County Community & Economic Development

**CERTIFICATE OF WOODBURY COUNTY ZONING COMMISSION – AUGUST 22, 2022**

CERTIFICATE OF WOODBURY COUNTY ZONING COMMISSION

We do hereby certify that we are the Chair and the Administrator of the Zoning Commission, Woodbury County, Iowa, and we further certify that the said Zoning Commission did take under advisement the attached plat and that said Zoning Commission did on the 22 day of Aug, 2022, ~~2021~~ recommend to the Woodbury County Board of Supervisors the acceptance and approval of said subdivision.

Dated Aug 24, 2022

  
~~Christine Zellmer Zant~~  
Chair  
Woodbury County Zoning Commission  
By Thomas Bride, Vice-Chair

**Minutes - Woodbury County Zoning Commission Meeting – August 22, 2022**

The Zoning Commission (ZC) meeting convened on the 22nd of August at 6:00 PM in the first-floor boardroom in the Woodbury County Courthouse. The meeting was also made available via teleconference.

ZC Members Present: Tom Bride, Barb Parker, Jeff O'Tool

County Staff Present: Dan Priestley, Dawn Norton

Public Present: Cathy Moore, Wil Forker

Telephone: Tim Rand

**Call to Order**

Vice-Chair Tom Bride formally called the meeting to order at 6:00 PM.

**Public Comment on Matters Not on the Agenda**

None.

**Approval of Previous Meeting Minutes – July 25, 2022**

O'Tool motioned. Second: Parker 3-0.

**Public Hearing: Roger E Rand Addition – Minor Subdivision Proposal**

Priestley read the preliminary report and staff recommendation into the record. Timothy E. Rand and Security National Bank as Personal Representative of the Estate of Roger E. Rand by Tammy L. Gagnon has filed for a one-lot minor subdivision including Parcels #864710200002 & #864710200007. The purpose is to reconfigure the lot to place the well and septic system on the same lot serving the house. The lot acres are proposed to be 2.31 acres. The west portion of Parcel #864710200007 that is not to be included in the subdivision will be required to be combined with the abutting Parcel #864710200006. This proposal has been properly noticed in the Sioux City Journal Legal Section on August 12, 2022. The neighbors within 1000 FT have been duly notified via an August 5, 2022 letter about the August 22, 2022 Zoning Commission Public Hearing. Appropriate stakeholders including government agencies, utilities, and organizations have been notified and have been requested to comment. The Woodbury County Engineer found the proposal in compliance with Iowa Code closure requirements and found that the lot has adequate access to the road system. Extraterritorial review, as required by Iowa Code 354.9, was completed by the City of Salix on July 28, 2022. The property is not located in the floodplain. The proposed lot contains both the well and septic system. Based on the information received and the requirements set forth in the Zoning and Subdivision Ordinance, the proposal meets the appropriate criteria for approval. It is the recommendation of the staff to approve this proposal as proposed. Motion to close public hearing: Parker. Second: O'Tool. Motion approved 3-0. Motion to recommend approval of the Roger E. Rand Addition as proposed by O'Tool. Second: Parker. Motion approved 3-0.

**Information/Discussion: Permitting Regulations for Temporary or Special Events**

The Woodbury County Board of Supervisors has asked the Zoning Department to look into criteria to facilitate temporary or special event permits. Through his research, Priestley provided an example of the zoning ordinance Polk County uses. In their ordinance special events may include festivals, carnivals, circuses, outdoor religious meetings, rodeos, outdoor concerts, and special outdoor activities that are different from the primary use of the property. Included are both profit and non-profit groups for the sales of food, beverage, goods, and services. Neighborhood block parties shall not be considered within this category. The following is an example of a possible ordinance 1) Such events shall be limited to a total of twenty-one (21) days per year with no event exceeding fourteen (14) days in a given twelve (12) month period. 2) The access to the property shall be in accordance with established traffic standards. 3) Water and sanitary sewer (portable toilets may be permitted) must be supplied to the site, light, notice and dust from the activity shall be limited to the site. 4) All parking shall be limited to the site. 5) The event(s) shall provide appropriate measures to protect the attendees of the event(s). 6) The event(s) shall be reviewed by the Woodbury County Sheriff's Department. 7) Applicant shall provide security if required by Woodbury County Sheriff's Department. 8) If a Liquor License is needed, the event(s) organizers shall submit appropriate liquor license application only upon approval of all other items listed above or required by this ordinance. The liquor license shall be submitted in accordance with the Liquor License policy. Polk County's permitting is done with a Conditional Use permit. Woodbury County could implement a Conditional Use permitting process or a Special Use permit. Commissioners are asked to offer suggestions to be included in a possible ordinance. An update to the Table of Land Uses would be done as part of the ordinance changes.

**Information/Discussion: Conditional Use Permit Zoning Exceptions and Administrative Zoning Exceptions**

Priestley facilitated a discussion about conditional use permits and potential conditional use and administrative language to address zoning exceptions for practical difficulties. In comparison, variances are specifically intended to provide necessary relief from the requirements of the zoning provisions that would create unnecessary hardships

or practical difficulties. A conditional use exemption could possibly be used where a variance doesn't apply to address a practical difficulty standard. Priestley presented an adaption of Johnson County's ordinance - <https://www.johnsoncountyiowa.gov/pds/udo> as an example of a suggested ordinance modification. Under this language, the Woodbury County Zoning Commission would have the ability to review special exceptions to height, yard, or lot area regulations where there is an exceptional or unusual physical condition of a lot and the Board of Adjustment would have the ability to approve or deny such requests. The proposed language would empower the Board of Adjustment to grant special exceptions of no greater than fifty (50) percent of a usual requirement. The proposed language also empowers the Zoning Administrator to review an application and provide an exception no greater than ten (10) percent or reduce a required setback to less than five (5) feet.

**Information/Discussion: Conditional Use Permit Application Process and Fee Schedule**

Priestley provided a follow-up to previous discussions about the conditional use permit application process and revised fee schedule. On August 2, the Board of Supervisors updated the application fee schedule to include additional fees for the processing of meeting and legal notifications. These changes are due to rising costs associated with processing, printing, and mailing notifications of public hearings and will apply when the number of mailings required exceeds 30. Additional costs of newspaper legal publication notices over \$100.00 shall also be required from the applicants.

**Public Comment on Matters Not on the Agenda**

None.

**Commissioner Comment or Inquiry**

Bride inquired about the setback increase proposal that is currently going through the amendment process through the Board of Supervisors. Priestley stated that the last of three public hearings will be held on August 23<sup>rd</sup>. Woodbury County Engineer Mark Nahra has looked at and presented the board with several distance studies. His recommendation would be a formula of turbine height x 3.5. The proposed increased setback distance of 2,500 feet being considered is from each residence to replace the current 1,250 feet.

**Staff Update**

None

**Adjourn**

Motion by O'Tool. Second: Parker. 3-0. The meeting adjourned at 6:38 PM.



WOODBURY COUNTY, IOWA  
MINOR SUBDIVISION APPLICATION

Applicant: Timothy E Rand  
Name of Owner

Mailing Address: 1572-290<sup>th</sup> Street, Salix, IA 51052  
Street City or Town State and Zip + 4

Property Address: 1572-290<sup>th</sup> Street, Salix, IA 51052  
Street City or Town State and Zip + 4

Ph/Cell #: 712-333-9839 E-mail Address: timrand8569@gmail.com

To subdivide land located in the N 1/2 Quarter of Section 10

Civil Township 86 GIS Parcel # 864710200007

Name of Subdivision: Roger E. Rand Addition

Subdivision Area in Acres 2.31 Number of Lots 1

**Attachments:**

1. Ten (10) copies of grading plans; if required.
2. Twenty six <sup>27</sup>~~26~~ copies of final plats (Complete per Section 4.01 of the Subdivision Ordinance).
3. An attorney's opinion of the abstract.
4. A Certified abstractor's certificate to include:
  - a. Legal description of proposed subdivision.
  - b. Plat showing clearly the boundaries of the subdivision.
  - c. A list of names, mailing addresses (including the ZIP + 4), and legal descriptions of all property owners within 1000'.

Lakeport

Surveyor: [Signature] Ph/Cell: 712-203-1523

Attorney: [Signature] Ph/Cell: 712-252-1395

I hereby grant permission to the Woodbury County Zoning Staff and elected or appointed officials to conduct on-site inspections.

Owner's Signature: [Signature]

Zoning Director: [Signature]

NWNE

**For Office Use Only:**

Zoning District AP Flood District X Date \_\_\_\_\_ No. 6791

Application Fee 4 Lots or less (\$200) \$200 CL #6435

5 Lots or more (\$250 plus \$5 per lot) \_\_\_\_\_

WOODBURY COUNTY, IOWA  
MINOR SUBDIVISION APPLICATION

Applicant: The Security National Bank as Personal Representative  
of the Estate of Roger E. Rand By: Tammy L. Gagnon  
Name of Owner

Mailing Address: 601 Pierce Street, Sioux City IA 51101  
Street City or Town State and Zip + 4

Property Address: 1572-290th St., Salix IA 51052  
Street City or Town State and Zip + 4

Ph/Cell #: 712-277-6530 E-mail Address: tgagnon@snbonline.com

To subdivide land located in the NYZ Quarter of Section 10

Civil Township 86 GIS Parcel # 864710200002

Name of Subdivision: Roger E Rand Addition

Subdivision Area in Acres 2.31 Number of Lots 1

**Attachments:**

1. Ten (10) copies of grading plans; if required.
2. Ten (10) copies of final plats (Complete per Section 4.01 of the Subdivision Ordinance).
3. An attorney's opinion of the abstract.
4. A Certified abstractor's certificate to include:
  - a. Legal description of proposed subdivision.
  - b. Plat showing clearly the boundaries of the subdivision.
  - c. A list of names, mailing addresses (including the ZIP + 4), and legal descriptions of all property owners within 1000'.

Surveyor: [Signature] Ph/Cell: 712-203-1323

Attorney: [Signature] Ph/Cell: 712-252-1395

I hereby grant permission to the Woodbury County Zoning Staff and elected or appointed officials to conduct on-site inspections.

Owner's Signature: The Security National Bank of Sioux City IA  
Executor of Roger Rand Estate  
by Tammy L. Gagnon, Trust Officer

Zoning Director: [Signature]  
Coordinator

**For Office Use Only:**

Zoning District AP Flood District X Date \_\_\_\_\_ No. 6791

Application Fee 4 Lots or less (\$200) \$200 c/k # 6435  
5 Lots or more (\$250 plus \$5 per lot) \_\_\_\_\_



**INDEX LEGEND:**  
 PART OF: Gov't Lots 1 and 2, Section 10-86-47  
 CURRENT PROPRIETOR: Roger E. Rand Estate and Timothy E. Rand  
 SURVEY REQUESTED BY: Timothy E. Rand  
 PREPARED BY AND RETURN TO: David A. Lamberton, DGR Engineering, 6115 Whispering Creek Dr., Sioux City, IA 51106 (712) 266-1554 dave.lamberton@dgr.com

**FINAL PLAT OF  
 Roger E. Rand Addition,  
 A MINOR SUBDIVISION, WOODBURY COUNTY, IOWA**

**ZONING:**  
 AF - Agricultural Preservation

**Minimum Lot Area:** 2 Ac.  
**Lot Width:** 200'  
**Front Yard:** 100'  
**Side Yard:** 50'  
**Side Yard Accessory Structure:** 10'  
**Corner Side Yard:** 20'  
**Minimum Rear Yard:** 50'  
**Minimum Accessory Rear Yard:** 10'  
**Maximum Height:** 45'  
 Other regulations apply.  
 See Subdivision Ordinance for details.

**OWNER / SUBDIVIDER**  
 Roger E. Rand Estate and Timothy E. Rand  
 PO Box 147  
 Sioux City, IA 51102  
 712-333-9839  
**SURVEYOR:**  
 DGR Engineering  
 6115 Whispering Creek Drive  
 Sioux City, IA 51106  
 (712) 266-1554  
 David A. Lamberton, PLS

**SUBDIVISION:**  
 1 Lot  
 Total Parcel = 2.31 Acres

**TITLE OPINION**  
 COUNTY AUDITOR AND RECORDER  
 WOODBURY COUNTY, IOWA

Dear Sir:

We have this date examined a complete abstract of title, pursuant to Iowa Code Section 354.11(3), to the property described in the Surveyor's Certificate on the Roger E. Rand Addition, a Minor Subdivision, Woodbury County, Iowa, last certified by Sodgwick Tally Abstract, Abstractors, dated \_\_\_\_\_, 2022 at \_\_\_\_\_ a.m. and from said abstract find good and merchantable title to said parcel vested in Timothy E. Rand, aka Timothy Rand, a single person and Roger E. Rand, the proprietor, free and clear of all mortgages, liens and other encumbrances, except as follows:

- Entry #4 is a Right of Way and Easement Grant recorded July 18, 1969 in Book 1214, Page 633 between Gilbert O. Fortin and Helen M. Fortin to Gulf Central Pipeline Company.
- Entry #7 is a Zoning Ordinance from the Woodbury County Board of Supervisors to Whom it May Concern dated January 11, 1971, filed March 5, 1971 in Book 1265, Pages 9 to 78 incl., which regulates the use, occupancy and subdivision of land within the unincorporated area of Woodbury County, Iowa.
- Entry #18 is a Resolution of the Woodbury County Board of Supervisors #6372, recorded in the Office of the County Recorder on May 12, 1977 on Roll 62, Image 2118, contains numerous provisions and regulations governing the use of certain lands within Woodbury County, Iowa, that may be within the boundary designated as a Flood Hazard Area.
- Entry #19 is a Resolution of the Woodbury County Board of Supervisors, #6333 recorded May 12, 1977 in the Office of the County Recorder on Roll 62, Image 2120. In compliance with the National Flood Disaster Protection Act of 1973, said Resolution contains numerous provisions and regulations governing issuance of building permits, new construction or substantial improvements to determine whether proposed plans will be reasonably safe from flooding. The Resolution provides in part, that the Zoning Administrator must review and approval of certain proposed uses of real estate.
- Entry #20 is a Notice of Filing of Soil and Water Resource Conservation Plan recorded July 29, 1992 on Roll 266, Image 2343.
- Entry #29 is a Zoning Ordinance filed August 29, 2008 in the office of the County Auditor/Recorder. Resolution No. 10-455, Roll 699, Images 7213-7312 establishes comprehensive zoning regulations for the unincorporated area of Woodbury County, Iowa. All previous ordinances are repealed. Resolution No. 10-456, Roll 699, Images 7313-7319 prescribes the minimum requirements for the design and development of new subdivisions and the re-subdivisions of land in the unincorporated area of Woodbury County, Iowa. All previous ordinances are repealed.
- Entry #31 shows a Satisfaction from The Security National Bank of Sioux City, Iowa by Christopher J. Jackson, Vice President and Colin G. Tague, Vice President to Timothy E. Rand, a single person dated, acknowledged and filed July 13, 2022, Inst. #2022-08679. Releases mortgage recorded in Roll 744 Image 6802, as shown at entry #27.
- Entry #32 shows a Satisfaction from The Security National Bank of Sioux City, Iowa by Christopher J. Jackson, Vice President and Ron W. Jones, Vice President to Timothy E. Rand, a single person dated and acknowledged July 19, 2022 and filed July 20, 2022, Inst. #2022-08961. Releases mortgage recorded in Roll 744 Image 6710, as shown at entry #28.
- Entry #30 shows real estate taxes for 2019/20, paid in full. Taxes for 2020/21 on pt Gov Lot 2 contn NE cor the S 25th W 35th N 25th E & E 395 1/2 Lkport Township, \$1,640.00, payable in two installments of which two installments are paid.

Further, the undersigned has personal knowledge of a Family Settlement Agreement signed by all beneficiaries and the spouses of the Estate of Roger E. Rand and that a Court Order was entered on May 29, 2019 approving said Family Settlement Agreement whereby approving the transfer of a land swap of .088 acres of the "Farm Ground" to Tim Rand on the outside of Tim's homestead and .088 acres of Tim's property to the Estate on the west side of Tim's homestead.

This Plat Title Opinion is given to the County Auditor and Recorder pursuant to Iowa Code 354.11(3) for the purpose of recording the final plat of the above-described property and may not be relied upon by any other party or for any other purposes. Matters not required to be shown by Chapter 354 of the Iowa Code may be omitted from this opinion.

DATED \_\_\_\_\_, 2022  
 Will L. Fisher  
 ATTORNEY AT LAW

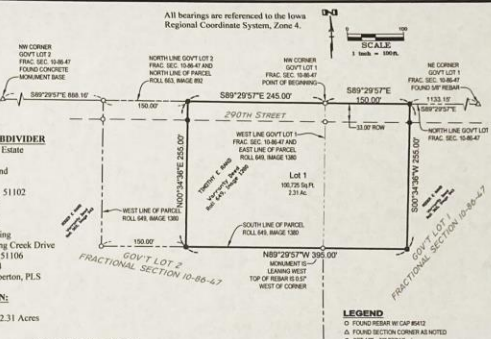
**CITY COUNCIL RESOLUTION NO. \_\_\_\_\_**  
 City of Salix, Woodbury County, Iowa  
 Resolution accepting and approving the Plat of Roger E. Rand Addition, a Minor Subdivision, Woodbury County, Iowa.  
 Now, therefore be, and it is, resolved by the City Council of the City of Salix, Woodbury County, Iowa, that said Plat as hereto attached and forming part of this resolution be, and the same hereby is, accepted and approved.  
 Passed and Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022

ATTEST:  
 Kevin Nelson Mayor  
 Kathy Braultette City Clerk

STATE OF IOWA : ss  
 COUNTY OF WOODBURY : ss

Im Kathy Braultette, Clerk of the City of Salix, Woodbury County, Iowa, do hereby certify that the foregoing is a full, true and correct copy of a resolution accepting and approving the Plat of Roger E. Rand Addition, a Minor Subdivision, Woodbury County, Iowa, which said resolution was adopted by the City Council of said city on \_\_\_\_\_, 2022 and approved by the Mayor of said city on said date as in full, true and complete as the same appears of record in the office of said City Clerk.

ATTEST:  
 Kevin Nelson Mayor  
 Kathy Braultette City Clerk



**PARCEL DESCRIPTION:**  
 Those portions of Government Lots 1 and 2 of Fractional Section 10, Township 86 North, Range 47 West of the 5th P.M., Woodbury County Iowa, described as follows:

Beginning at the northwest corner of said Government Lot 1; thence South 89°29'57\"/>

**SURVEYORS CERTIFICATION:**  
 I, David A. Lamberton, a duly licensed Land Surveyor under the provisions of the laws of the State of Iowa, holding Certificate No. 15746, do hereby certify that the Plat of Roger E. Rand Addition, a Minor Subdivision, Woodbury County, Iowa, is a true representation of a survey made by me or under my direct supervision, and that the same is located upon and comprises the whole of the attached described property.

I do hereby certify that there are contained in said description the lots described in the Addition plat; that the same are of the dimensions, numbers, names and locations as shown on said plat and that iron stakes will be placed as required by Iowa Code.  
 Dated at Sioux City, Iowa \_\_\_\_\_, 2022

David A. Lamberton, Iowa No. 15746  
 License Renewal Date: December 31, 2022

**BOARD OF SUPERVISORS RESOLUTION NO. \_\_\_\_\_**  
 Resolution accepting and approving the Plat of Roger E. Rand Addition, a Minor Subdivision, Woodbury County, Iowa.  
 Whereas, the owners and proprietors did on \_\_\_\_\_, 2022, file with the Woodbury County Zoning Commission a certain plat designated as Roger E. Rand Addition, a Minor Subdivision, Woodbury County, Iowa; and  
 Whereas, it appears that said plat conforms with all of the provisions of the Code of the State of Iowa and Ordinances of Woodbury County, Iowa, with reference to the filing of same; and  
 Whereas the Zoning Commission of Woodbury County, Iowa has recommended the acceptance and approval of said plat; and  
 Whereas the County Engineer of Woodbury County, Iowa has recommended the acceptance and approval of said plat.  
 Now therefore, be, and it is hereby resolved by the Woodbury County Board of Supervisors, Woodbury County, State of Iowa, that the Plat of Roger E. Rand Addition, a Minor Subdivision, Woodbury County, Iowa be and the same hereby is accepted and approved, and the Chairman and Secretary of the Woodbury County Board of Supervisors, Woodbury County, Iowa, are hereby directed to furnish to the owner and proprietor a certified copy of this resolution as required by law.  
 Passed and Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022

ATTEST:  
 Patrick F. Gill Secretary

Keith Radig  
 Chairman of Board of Supervisors  
 Woodbury County, Iowa

**BOARD OF SUPERVISORS RESOLUTION NO. \_\_\_\_\_**  
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ATTEST:  
 Patrick F. Gill Secretary

Keith Radig  
 Chairman of Board of Supervisors  
 Woodbury County, Iowa

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ATTEST:  
 Patrick F. Gill Secretary

Keith Radig  
 Chairman of Board of Supervisors  
 Woodbury County, Iowa

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ATTEST:  
 Patrick F. Gill Secretary

Keith Radig  
 Chairman of Board of Supervisors  
 Woodbury County, Iowa

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ATTEST:  
 Patrick F. Gill Secretary

Keith Radig  
 Chairman of Board of Supervisors  
 Woodbury County, Iowa

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ATTEST:  
 Patrick F. Gill Secretary

Keith Radig  
 Chairman of Board of Supervisors  
 Woodbury County, Iowa

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 Whereas, it appears that said plat conforms with all of the provisions of the Code of the State of Iowa and Ordinances of Woodbury County, Iowa, with reference to the filing of same; and  
 Whereas the Zoning Commission of Woodbury County, Iowa has recommended the acceptance and approval of said plat; and  
 Whereas the County Engineer of Woodbury County, Iowa has recommended the acceptance and approval of said plat.  
 Now therefore, be, and it is hereby resolved by the Woodbury County Board of Supervisors, Woodbury County, State of Iowa, that the Plat of Roger E. Rand Addition, a Minor Subdivision, Woodbury County, Iowa be and the same hereby is accepted and approved, and the Chairman and Secretary of the Woodbury County Board of Supervisors, Woodbury County, Iowa, are hereby directed to furnish to the owner and proprietor a certified copy of this resolution as required by law.  
 Passed and Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022

ATTEST:  
 Patrick F. Gill Secretary

Keith Radig  
 Chairman of Board of Supervisors  
 Woodbury County, Iowa

**BOARD OF SUPERVISORS RESOLUTION NO. \_\_\_\_\_**  
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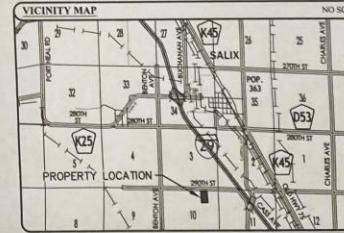
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 Woodbury County, Iowa

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ATTEST:  
 Patrick F. Gill Secretary

Keith Radig  
 Chairman of Board of Supervisors  
 Woodbury County, Iowa



**DGR Engineering**  
 6115 Whispering Creek Drive  
 Sioux City, IA 51106  
 (712) 266-1554  
 www.dgr.com

Date: July 28, 2022  
 Drawn By: DAL  
 Project No. 267116  
 Sheet: 1 OF 1

Dedication to be recorded separately as attachment(s). See documents below.

**DEDICATION**

Timothy E. Rand, the owner of the real estate described in the attached Surveyor's Certificate, has in the pursuance of the law, caused said described real estate to be surveyed, staked and platted into a lot, as is particularly shown and set forth in the attached Plat and said Certificate of David A. Lamberton, a Licensed Surveyor who surveyed and platted the real estate to be known as Roger E. Rand Addition, a Minor Subdivision, Woodbury County, Iowa, and that the same is prepared with the free consent and in accordance with his desires as owner and proprietor thereof.

Executed at Sioux City, Iowa, the \_\_\_\_\_ day of \_\_\_\_\_, 2022

By: \_\_\_\_\_  
Timothy E. Rand



# CALIFORNIA ALL- PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California }

County of San Diego }

On \_\_\_\_\_ before me, \_\_\_\_\_  
(Here insert name and title of the officer)

personally appeared Timothy E. Rand,  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

\_\_\_\_\_  
Notary Public Signature (Notary Public Seal)

### ADDITIONAL OPTIONAL INFORMATION

**DESCRIPTION OF THE ATTACHED DOCUMENT**

\_\_\_\_\_  
(Title or description of attached document)

\_\_\_\_\_  
(Title or description of attached document continued)

Number of Pages \_\_\_\_\_ Document Date \_\_\_\_\_

### CAPACITY CLAIMED BY THE SIGNER

- Individual (s)  
 Corporate Officer

\_\_\_\_\_  
(Title)

- Partner(s)  
 Attorney-in-Fact  
 Trustee(s)  
 Other \_\_\_\_\_

### INSTRUCTIONS FOR COMPLETING THIS FORM

*This form complies with current California statutes regarding notary wording and, if needed, should be completed and attached to the document. Acknowledgments from other states may be completed for documents being sent to that state so long as the wording does not require the California notary to violate California notary law.*

- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
- Print the name(s) of document signer(s) who personally appear at the time of notarization.
- Indicate the correct singular or plural forms by crossing off incorrect forms (i.e. ~~he/she/they~~, is /are ) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the county clerk.
  - ❖ Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
  - ❖ Indicate title or type of attached document, number of pages and date.
  - ❖ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
- Securely attach this document to the signed document with a staple.

**CED STAFF - REVIEW CRITERIA (SUBDIVISION ORDINANCE)**

The County's Zoning and Subdivision Ordinances require certain actions from County staff and the Planning and Zoning Commission. Per these requirements, CED staff:

	<b>shall review a subdivision application for completeness and for approval of a final plat by ensuring it is submitted in accordance with the standards for a subdivision plat per Iowa Code.</b>
	Staff reviewed the subdivision application, deemed it complete, and verified the final plat's conformance to the County's Zoning Ordinance, Subdivision Ordinance, and the Code of Iowa, all as required by law.
	<b>shall accept payment of applicable fees, and distribute copies of the final plat to the Planning &amp; Zoning Commission, the appropriate county departments and public utilities; and</b>
	Staff received the application fee and the account is paid-in-full. Staff also distributed copies of the application, final plat, and other materials to all relevant stakeholders as required.
	<b>shall coordinate with the County Engineer who shall review the final plat to determine conformance with the engineering design standards of these regulations and to verify accuracy of the legal descriptions and survey data; and</b>
	Staff have received written confirmation that the County Engineer has reviewed and determined that the final plat conforms to the engineering and design standards of these regulations, and he has verified the accuracy of the legal descriptions and survey data.
	<b>shall review the final plat to determine conformance with the design standards of these regulations and with the required form of the plat and related documents; and</b>
	Staff verified that the final plat conforms to the design standards of these regulations, as well as the required form of the final plat.
	<b>shall assure conformance with the goals and objectives of the County's General Plan, the CED staff may make recommendations for conditions for approval including use restrictions required to preserve and improve the peace, safety, health, welfare, comfort, and convenience of the future residents of the subdivision and neighboring properties.</b>
	Staff attest to the final plat conforming to the goals and objectives of the county plan. Staff recommends approval of the final plat.

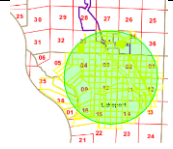
**ZONING COMMISSION - REVIEW CRITERIA (SUBDIVISION ORDINANCE)**

The County's Zoning and Subdivision Ordinances require certain actions from County staff and the Planning and Zoning Commission. Per these requirements, the Planning and Zoning Commission:

	<b>shall conduct a public hearing on a final plat for a minor subdivision. Notice of the date, time and location of the hearing will be mailed to the owners of all property within 1,000 feet for the subject property not less than four nor more than twenty days prior to the date of the hearing; and</b>
	Staff have ensured that the legal requirements have been met for publicly noticing this public hearing, all as required by law. Staff have also ensured the notice requirement for adjacent landowners within 1000 FT have also been met.
	<b>shall review the final plat and the staff reports and other information presented to determine whether the plat conforms to the ordinances, general plan and other policies of the county; and</b>
	Staff have compiled, reviewed, and analyzed all relevant materials to determine whether the plat conforms to the ordinances, general plan, and other policies of the County, or not. Staff provided this information in a "Staff Report" format and made them available to the Commission well in advance of the required public hearing. The Commission also held a public hearing to review, analyze, and discuss the final plat and other relevant information.
	<b>may recommend specific conditions for approval including use restrictions required to preserve and improve the peace, safety, health, welfare, comfort, and convenience of the future residents of the subdivision and neighboring properties; and</b>
	Staff does not recommend any specific conditions for this final plat. However, specific conditions (if any) may be recommended by the Commission.
	<b>shall forward a report of its finding and a recommendation to the Board of Supervisors. The recommendation shall be in the form of a resolution to be certified as part of the final plat materials. A copy of the report and the resolution shall also be forwarded to the property owner, the subdivider and the land surveyor for the subdivision.</b>
	During its required public hearing on the final plat, the Board of Supervisors will receive the final staff report and the Commission's recommendation on said plat and shall approve, approve with conditions, or disapprove the plat. The Supervisors may table the matter with the consent of the subdivider. Approval shall be in the form of a resolution to be certified as part of the final plat. Staff will coordinate with the subdivider and land surveyor to ensure all copies and recordings are submitted and received, all as required by law.

**EXTRATERRITORIAL REVIEW**

This property is within two (2) miles of the incorporated area of Salix, IA and requires extraterritorial review under Iowa Code, Section 354.9. On July 28, 2022, the City of Salix accepted and approved the final plat of the Roger E. Rand addition as referenced in City County Resolution No. 2022-15.



CITY OF SALIX, WOODBURY COUNTY, IOWA  
CITY COUNCIL RESOLUTION NO. 2022-15

RESOLUTION ACCEPTING AND APPROVING THE PLAT OF ROGER E. RAND ADDITION,  
WOODBURY COUNTY, IOWA.

NOW, THEREFORE BE, AND IT IS, RESOLVED BY THE CITY COUNCIL OF THE CITY OF  
SALIX, WOODBURY COUNTY, IOWA, THAT SAID PLAT OF ROGER E. RAND ADDITION,  
WOODBURY COUNTY, IOWA, AS HERETO ATTACHED AND FORMING PART OF THIS  
RESOLUTION BE, AND THE SAME HEREBY IS, ACCEPTED AND APPROVED.

PASSED 7/28/22

  
\_\_\_\_\_  
KEVIN NELSON  
MAYOR



PASSED 7/28/22

  
\_\_\_\_\_  
ATTEST: KATHY BROUILLETTE  
CITY CLERK

STATE OF IOWA :  
: SS  
COUNTY OF WOODBURY :

I, KATHY BROUILLETTE, CLERK OF THE CITY OF SALIX, WOODBURY COUNTY, IOWA, DO  
HEREBY CERTIFY THAT THE FOREGOING IS A FULL, TRUE AND CORRECT COPY OF A  
RESOLUTION ACCEPTING AND APPROVING THE PLAT OF ROGER E. RAND, WOODBURY  
COUNTY, IOWA, WHICH SAID RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF SAID  
CITY ON THE 28th DAY OF JULY, 2022 AND APPROVED BY THE MAYOR OF SAID CITY ON  
SAID DATE ALL AS FULL, TRUE AND COMPLETE AS THE SAME APPEARS OF RECORD IN  
THE OFFICE OF SAID CITY CLERK.

DATED 7/28/22

  
\_\_\_\_\_  
KEVIN NELSON  
MAYOR  
  
\_\_\_\_\_  
KATHY BROUILLETTE  
CITY CLERK

SALIX RESOLUTION

PROJECT: 2021-01-15; 2021-01-15; 2021-01-15

CLIENT: 2021-01-15; 2021-01-15; 2021-01-15

PROJECT: 2021-01-15; 2021-01-15; 2021-01-15

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PROJECT: 2021-01-15; 2021-01-15; 2021-01-15

PROJECT: 2021-01-15; 2021-01-15; 2021-01-15

FINAL PLAT OF Roger E. Rand Addition, A MINOR SUBDIVISION, WOODBURY COUNTY, IOWA

Table with 3 columns: Name, Area, and other details. Includes names like Roger E. Rand, Timothy E. Rand, and addresses in Woodbury, Iowa.



PARCEL DESCRIPTION: This portion of Government Lot 1 and 2 of fractional Section 16, Township 36 North, Range 47 West of the 24th P.M., Woodbury County, Iowa, is hereby divided into 23 lots as shown on the attached plat.

REVIEWERS CERTIFICATION: I, David A. Lamerton, a duly licensed land surveyor under the provisions of the laws of the State of Iowa, having examined the above described plat and description, find that the same conform to the laws of the State of Iowa, and that the same are correct and true to the original survey.



STATE OF IOWA, County of Woodbury, ss. I, David A. Lamerton, a duly licensed land surveyor under the provisions of the laws of the State of Iowa, do hereby certify that the above described plat and description of the Roger E. Rand Addition, a minor subdivision, Woodbury County, Iowa, do conform to the laws of the State of Iowa, and that the same are correct and true to the original survey.

CERTIFICATE OF COUNTY AUDITOR: I, David A. Lamerton, Auditor of Woodbury County, Iowa, do hereby certify that the above described plat and description of the Roger E. Rand Addition, a minor subdivision, Woodbury County, Iowa, do conform to the laws of the State of Iowa, and that the same are correct and true to the original survey.



DATE: July 26, 2022. DGR ENGINEERING, 6115 Compton-Crow Drive, Woodbury, Iowa 50079. Project No. 28716, Plat No. 107-1.

## LEGAL NOTIFICATION

Published in the Sioux City Journal's Legals Section on **August 12, 2022**.

SIUXCITYJOURNAL.COM  
NOTICE OF A PUBLIC HEARING  
REGARDING A MINOR SUBDIVISION  
PROPOSAL BEFORE THE WOODBURY  
COUNTY ZONING COMMISSION

The Woodbury County Zoning Commission will hold a public hearing on the following item hereafter described in detail on August 22, 2022 at 6:00 PM or as soon thereafter as the matter may be considered. Said hearing will be held in the Board of Supervisors' Meeting Room, Number 104, County Courthouse, 620 Douglas Street, Sioux City, Iowa. Copies of said items may now be examined at the office of Woodbury County Community and Economic Development, on the 6th Floor of said courthouse by any interested persons. All persons who wish to be heard in respect to this matter should appear at the aforesaid hearing in person or call: 712-454-1133 and enter the Conference ID: 516-721-135# during the meeting to listen or comment.

Item One (1)  
**PROPOSED MINOR SUBDIVISION:** To be known as Roger E. Rand Addition, a one-lot minor subdivision in a 2.31-acre portion of Section 10, T86N R47W (Lakeport Township) on Government Lot 1 and Government Lot 2 on Parcel #664710200002 and Parcel #664710200007. The parcels are located about one (1) mile south of Salix. The property is located in the Agricultural Preservation (AP) Zoning District. Applicant(s) Property Owner(s): Timothy E. Rand. The Security National Bank as Personal Representative of the Estate of Roger E. Rand by Tammy L. Gagnon, Property Address: 1572 290th Street, Salix, IA 51052.

## PROPERTY OWNER(S) NOTIFICATION – 1000'



The **five (5)** property owners within 1,000 FT; and listed within the certified abstractor's affidavit; were notified by a **August 5, 2022** letter of the public hearing before the Woodbury County Zoning Commission on **August 22, 2022**.

As of **August 17, 2022**, the Community and Development office has received the following comments. The names of the property owners are listed below.

When more comments are received after the printing of this packet, they will be provided at the meeting.

Property Owner(s)	Mailing Address	Comments
Estate of Roger E. Rand, Security National Bank of Sioux City, Iowa, as Executor	601 Pierce St. Sioux City IA 51101	No comments.
Austin M. Lee & Nicole K. Lee	1580 290th St. Salix IA 51052	No comments.
Timothy E. Rand	1572 290th St. Salix IA 51052	No comments.
John E. Shook & Gail A. Shook	23 Westlake Village Council Bluffs IA 51501	Received phone inquiry on 8/8/22 from Gail. The property owner asked about the location being south of 290 <sup>th</sup> Street. The property owner did not offer any comments or concerns.
Larry J. Brenden	PO Box 271 Sloan IA 51055	No comments.

## STAKEHOLDER COMMENTS

911 COMMUNICATIONS CENTER:	No issues here. – Glenn Sedivy, 8/3/22.
FIBERCOMM:	No comments.
IOWA DEPARTMENT OF NATURAL RESOURCES (IDNR):	No comments.
LONGLINES:	No comments.
LUMEN:	No comments.
MAGELLAN PIPELINE:	No comments.
MIDAMERICAN ENERGY COMPANY (Electrical Division):	I have reviewed the proposed minor subdivision for MEC electric and have no conflicts. – Casey Meinen, 8/8/22.
MIDAMERICAN ENERGY COMPANY (Gas Division):	No conflicts for MEC gas. – Tyler Ahlquist, 8/2/22.
NATURAL RESOURCES CONSERVATION SERVICES (NRCS):	No comments.
NORTHERN NATURAL GAS:	No comments.
NORTHWEST IOWA POWER COOPERATIVE (NIPCO):	Have reviewed this zoning request, NIPCO has no facilities at or adjacent to this location. NIPCO has no issues with this request. – Jeff Zettel, 8/2/22.
NUSTAR PIPELINE:	No concerns from NuStar. – Matt McGee, 8/3/22.
SIUXLAND DISTRICT HEALTH DEPARTMENT:	No comments.
WIATEL:	No comments.
WOODBURY COUNTY ASSESSOR:	No comments.
WOODBURY COUNTY CONSERVATION:	No comments.
WOODBURY COUNTY EMERGENCY MANAGEMENT:	No comments.
WOODBURY COUNTY EMERGENCY SERVICES:	No comments.
WOODBURY COUNTY ENGINEER:	<b>SEE REVIEW MEMO BELOW</b>
WOODBURY COUNTY RECORDER:	No comments.
WOODBURY COUNTY RURAL ELECTRIC COOPERATIVE (REC):	No comments.
WOODBURY COUNTY SOIL AND WATER CONSERVATION DISTRICT:	The WCSWCD has no comments regarding this proposal. – Neil Stockfleth, 8/2/22.
WOODBURY COUNTY TREASURER:	The 2020 assessment year for both parcels has been paid in full. We do not have the statements yet for the 2021 assessment year-it should be another week or so. – 8/1/22.



## Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039

Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

COUNTY ENGINEER  
Mark J. Nagra, P.E.  
mnagra@sioux-city.org

ASSISTANT TO THE COUNTY ENGINEER  
Benjamin T. Kusler, E.I.T.  
bkusler@sioux-city.org

SECRETARY  
Tish Brice  
tbrice@sioux-city.org

To: Dan Priestley, Woodbury County Zoning Coordinator

From: Mark J. Nagra, County Engineer

Date: August 17, 2022

Subject: Roger E. Rand Addition – a minor subdivision application

The Secondary Road Department has reviewed the information provided for the above referenced subdivision application forwarded with your memo dated August 1, 2022.

I am offering the following comments for your consideration.

- We checked the closure on the plat and found it in compliance with the requirements for the full subdivision of 1 in 10,000 and 1 in 5,000 for each lot as required by Section 355.8 of the Code of Iowa.
- I have reviewed the parcel for access. Existing driveways will be able to be used for accessing the new divided lot.
- I have prior dealings with this property on a driveway/access issue. I noted at that time that some of the area occupied by the homestead was outside the platted area. This plat seems to correct the issues and give the landowner control of the land he is using.
- I have no other concerns with this parcel.

If there are any more questions or issues that arise later, please contact this office.

Cc: File

# PARCEL REPORTS

## Summary

Parcel ID 864710200007  
 Alternate ID 704523  
 Property Address 1572 290TH ST  
 SALIX IA 51052  
 Sec/Twp/Rng 10-86-47  
 Brief Tax Description PT GOV LOT 2 COMM NE COR THEC S 255' W 395' N 255' & E 395'  
 (Note: Not to be used on legal documents)  
 Deed Book/Page 705-6472 (8/12/2009)  
 Gross Acres 2.01  
 Net Acres 2.01  
 Adjusted CSR Pts 0  
 Zoning AP - AGRICULTURAL PRESERVATION  
 District 0042 LAKEPORT/WESTWOOD  
 School District WESTWOOD-COMM4  
 Neighborhood N/A



## Owner

Deed Holder  
 Rand Timothy E  
 1572 290th St  
 Salix IA 51052  
 Contract Holder  
 Mailing Address  
 Rand Timothy E  
 1572 290th St  
 Salix IA 51052

## Land

Lot Area 2.01 Acres; 87,556 SF

## Residential Dwellings

Residential Dwelling  
 Occupancy Single-Family / Owner Occupied  
 Style Mt'd Home (Double)  
 Architectural Style Other  
 Year Built 2002  
 Condition Above Normal  
 Roof Met / Gable  
 Flooring  
 Foundation C Blk  
 Exterior Material Vinyl  
 Interior Material Drwl  
 Brick or Stone Veneer  
 Total Gross Living Area 2,052 SF  
 Main Area Square Feet 2052  
 Attic Type None;  
 Number of Rooms 7 above; 0 below  
 Number of Bedrooms 4 above; 0 below  
 Basement Area Type None  
 Basement Area 0  
 Basement Finished Area 0  
 Plumbing 1 Extra Tub or Shower; 1 Whirlpool Bathroom; 1 Base Plumbing (Full);  
 Appliances 1 Dishwasher;  
 Central Air Yes  
 Heat FNA - Gas  
 1 Prefab;  
 Fireplaces  
 Porches Wood Deck-Med (144 SF); Wood Deck-Med (144 SF);  
 Decks  
 Additions  
 Garages

## Sales

Date	Seller	Buyer	Recording	Sale Condition - NJTC	Type	Parcel	Amount
8/12/2009	RAND TIMOTHY E & JENNIFER S RAND	RAND TIMOTHY E	705/6672	Quit Claim Deed	Deed		\$0.00
6/14/2004	RAND ROGER E	RAND TIMOTHY & JENNIFER	649/1380	SALE OF PORTION OF PROPERTY (SPLIT)	Deed		\$0.00

## Valuation

	2022	2021	2020	2019	2018
Classification	Residential	Residential	Residential	Residential	Residential
+ Assessed Land Value	\$30,150	\$30,150	\$32,260	\$32,260	\$17,660
+ Assessed Building Value	\$0	\$0	\$0	\$0	\$0
+ Assessed Dwelling Value	\$75,830	\$100,510	\$100,510	\$100,510	\$100,510
= Gross Assessed Value	\$105,980	\$130,660	\$132,770	\$132,770	\$118,170
- Exempt Value	\$0	\$0	\$0	\$0	\$0
= Net Assessed Value	\$105,980	\$130,660	\$132,770	\$132,770	\$118,170

## Sioux City Special Assessments and Fees

[Click here to view special assessment information for this parcel.](#)

## Woodbury County Tax Credit Applications

[Apply for Homestead, Military or Business Property Tax Credits.](#)

## Photos



## Sketches



No data available for the following modules: Commercial Buildings, Agricultural Buildings, Yard Extras, Permits, Sioux City Tax Credit Applications.

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## Summary

Parcel ID 864710200002  
 Alternate ID 704505  
 Property Address N/A  
 Sec/Twp/Rng 10-86-47  
 Brief Tax Description EX N 421 FT E 380 FT GOV LOT 1 10-86-47  
 (Note: Not to be used on legal documents)  
 Deed Book/Page 316-943 (12/24/1996)  
 Gross Acres 47.32  
 Net Acres 47.32  
 Adjusted CSR Pts 4190.09  
 Zoning AP - AGRICULTURAL PRESERVATION  
 District 0042 LAKEPORT/WESTWOOD  
 School District WESTWOOD-COMM  
 Neighborhood N/A

## Owner

Deed Holder  
 Rand Roger E  
 PO Box 347  
 Sioux City IA 51102  
 Contract Holder  
 Mailing Address  
 Rand Roger E  
 PO Box 347  
 Sioux City IA 51102

## Land

Lot Area 47.32 Acres; 2,061,259 SF

## Agricultural Buildings

Plot #	Type	Description	Width	Length	Year Built	Building Count
	Steel Utility Building		40	48	2020	1

## Valuation

	2022	2021	2020	2019	2018
Classification	Agriculture	Agriculture	Agriculture	Agriculture	Agriculture
+ Assessed Land Value	\$106,060	\$106,060	\$100,280	\$100,280	\$145,940
+ Assessed Building Value	\$5,680	\$0	\$0	\$0	\$0
+ Assessed Dwelling Value	\$0	\$0	\$0	\$0	\$0
= Gross Assessed Value	\$111,740	\$106,060	\$100,280	\$100,280	\$145,940
- Exempt Value	\$0	\$0	\$0	\$0	\$0
= Net Assessed Value	\$111,740	\$106,060	\$100,280	\$100,280	\$145,940

## Sioux City Special Assessments and Fees

[Click here to view special assessment information for this parcel.](#)

## Woodbury County Tax Credit Applications

[Apply for Homestead, Military or Business Property Tax Credits.](#)

No data available for the following modules: Residential Dwellings, Commercial Buildings, Yard Extras, Sales, Permits, Sioux City Tax Credit Applications, Photos, Sketches.



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# SOIL REPORTS



**Overview**

**Legend**

- Roads
- Soils
  - 0.000000 - 5.000000
  - 5.000001 - 20.000000
  - 20.000001 - 30.000000
  - 30.000001 - 40.000000
  - 40.000001 - 50.000000
  - 50.000001 - 60.000000
  - 60.000001 - 70.000000
  - 70.000001 - 80.000000
  - 80.000001 - 90.000000
  - 90.000001 - 100.000000
- Corp Boundaries
- Townships
- Parcels

Parcel ID: 864710200007      Alternate ID: 704523      Owner Address: SAND TIMOTHY E  
 Sec/Twp/Rng: 10-86-47      Class: R      1572-290TH ST  
 Property Address: 1572-290TH ST      Acreage: 2.01      SALIX, IA 51052  
 SALIX  
 District: 0042  
 Brief Tax Description: PT GOV LOT 2 COMM NE COR THEC S 255' W 395' N 255' & E 395'  
 (Note: Not to be used on legal documents)

Date created: 8/1/2022  
 Last Data Upload: 7/29/2022 7:29:15 PM  
 Developed by: Schneider

## Summary

Parcel ID	864710200002
Gross Acres	47.32
ROW Acres	0.00
Gross Taxable Acres	47.32
Exempt Acres	0.00
Net Taxable Acres	47.32 (Gross Taxable Acres - Exempt Land)
Average Unadjusted CSR2	88.55 (4190.09 CSR2 Points / 47.32 Gross Taxable Acres)
Applied Active Code	2017 CSR2

## Sub Parcel Summary

Description	Acres	CSR2	Unadjusted CSR2 Points	Adjusted CSR2 Points
100% Value	47.32	88.55	4,190.09	4,190.09
Non-Crop	0.00	0.00	0.00	0.00
<b>Total</b>	<b>47.32</b>		<b>4,190.09</b>	<b>4,190.09</b>

## Soil Summary

Description	SMS	Soil Name	CSR2	Adjusted Acres	Unadjusted CSR2 Points	Adjusted CSR2 Points
100% Value	46	KEG LOAM, 0 TO 2 PERCENT SLOPES, RARELY FLOODED	89.00	46.63	4,150.07	4,150.07
100% Value	156	ALBATO SILTY CLAY, 0 TO 2 PERCENT SLOPES, RARELY FLOODED	58.00	0.69	40.02	40.02
<b>Total</b>				<b>47.32</b>	<b>4,190.09</b>	<b>4,190.09</b>

No summary available for Parcel #864710200007

# ELEVATION



## Wil L. Forker

Attorney at Law

PIONEER BANK BLDG.  
701 PIERCE STREET, STE 303  
SIOUX CITY, IA 51101

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Telephone (712) 252-1395 - Fax (712) 252-4858  
Licensed in Iowa and Nebraska  
[forkerlaw@gmail.com](mailto:forkerlaw@gmail.com)

### TO THE PUBLIC

I, Wil L. Forker, Attorney at Law have carefully examined the abstract of title specifically prepared for platting of Roger E. Rand Addition, Woodbury County, Iowa. The caption description fully described as set out in the surveyor's certificate attached and filed herewith. The abstract of title was prepared by Engleson Abstract Company, Inc., and last continued on July 20, 2022 at 5:00 p.m. which establishes title in Timothy E. Rand, a/k/a Timothy Rand, a single person and Roger E. Rand.

Subject to the following objections:

1. Entry #4 is a Right of Way and Easement Grant recorded July 18, 1969 in Book 1214, Page 633 between Gilbert O. Fortin and Helen M. Fortin to Gulf Central Pipeline Company.
2. Entry #17 is Zoning Regulations from the Woodbury County Board of Supervisors To Whom it May Concern dated January 11, 1971, filed March 5, 1971 in Book 1263, Pages 9 to 78 incl., which regulates the use, occupancy and subdivision of land within the unincorporated areas of Woodbury County, Iowa.
3. Entry #18 is a Resolution of the Woodbury County Board of Supervisors #6332, recorded in the Office of the County Recorder on May 12, 1977 on Roll 62, Image 2118, contains numerous provisions and regulations governing the use of certain lands within Woodbury County, Iowa, that may be within the boundary designated as a Flood Hazard Area.
4. Entry #19 is a Resolution of the Woodbury County Board of Supervisors, #6333 recorded May 12, 1977 in Office of the County Recorder on Roll 62, Image 2120. In compliance with the National Flood Disaster Protection Act of 1973, said Resolution contains numerous provisions and regulations governing issuance of building permits, new construction or substantial improvements to determine whether proposed sites will be reasonably safe from flooding. The Resolution provided in part, that the Zoning Administrator must review and approval of certain proposed uses of real estate.
5. Entry #20 is a Notice of Filing of Soil and Water Resource Conservation Plan recorded July 29, 1992 on Roll 266, Image 2343.

6. Entry #29 is Zoning Regulations filed August 29, 2008 in the office of the County Auditor/Recorder. Resolution No. 10, 455, Roll 699, Images 7213-7312 establishes comprehensive zoning regulations for the unincorporated area of Woodbury County, Iowa. All previous ordinances are repealed. Resolution No. 10,456, Roll 699, Images 7313-7339 prescribes the minimum requirements for the design and development of new subdivisions and the re-subdivisions of land in the unincorporated area of Woodbury County, Iowa. All previous ordinances are repealed.
7. Entry #31 shows a Satisfaction from The Security National Bank of Sioux City, Iowa by Christopher J. Jackson, Vice President and Colin G. Tague, Vice President to Timothy E. Rand, a single person dated, acknowledged and filed July 13, 2022, Inst. #2022-08679. Releases mortgage recorded in Roll 744 Image 4802, as shown at entry #27.
8. Entry #32 shows a Satisfaction from The Security National Bank of Sioux City, Iowa by Christopher J. Jackson, Vice President and Ron W. Jones, Vice President to Timothy E. Rand, a single person dated and acknowledged July 19, 2022 and filed July 20, 2022, Inst. #2022-08961. Releases mortgage recorded in Roll 744 image 6710, as shown at entry #28.
9. Entry #30 shows real estate taxes for 2019/20, paid in full. Taxes for 2020/21 on pt Gov Lot 2 comm NE cor thec S 255ft W 395 ft N 255 ft & E 395 ft Lakeport Township; \$1,640.00; payable in two installments of which two installments are paid.
10. Further, the undersigned has personal knowledge of a Family Settlement Agreement signed by all beneficiaries and their spouses of the Estate of Roger E. Rand and that a Court Order was entered on May 29, 2019 approving said Family Settlement Agreement whereby approving the transfer of a land swap of .088 acres of the "Farm Ground" to Tim Rand on the eastside of Tim's homestead and .088 acres of Tim's property to the Estate on the west side of Tim's homestead.

Respectfully submitted,

Wil L. Forker  
Title Guaranty #7819  
WLF:cmd

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

Date: 08/25/2022 Weekly Agenda Date: 08/30/2022

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

**WORDING FOR AGENDA ITEM:**

Award bids for project number L-B(B64)--73-97

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Plans have been completed for a bridge replacement project on 130th Street. The project letting was on 08/23/2022. The county engineer is recommending award of the bid.

**BACKGROUND:**

The project will replace a load restricted bridge with a precast concrete deck unit bridge. The current bridge is structurally deficient, functionally obsolete and posted 3 tons.

**FINANCIAL IMPACT:**

The projects are paid for with Woodbury County secondary road funds .

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

Yes  No

**RECOMMENDATION:**

I recommend that the Board award the bid to Dixon Construction.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to award bids for project number L-B(B64)--73-97 to Dixon Construction for \$298,190.00.



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

Date: 2022-8-24

Weekly Agenda Date: 2022-8-30

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Ryan M Weber

**WORDING FOR AGENDA ITEM:**

Approval request for contract amendment with Summit Food Services

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Requesting approval for a contract amendment with Summit Food Services for a rate increase of inmate meals to \$8.95 per meal.

**BACKGROUND:**

Summit Food Services is located out of the LEC and is currently our only option for vended meals in the area.

**FINANCIAL IMPACT:**

Previous rate was \$6.60, they are requesting an increase of \$2.35 per meal. Increase should still be within the amount I had budgeted for 2022-2023.

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

Yes  No

**RECOMMENDATION:**

It is my recommendation that the contract be approved.

**ACTION REQUIRED / PROPOSED MOTION:**

Approval of contract by board and signed by board chairman.

**AMENDMENT TO THE FOOD SERVICE CONTRACT**

This Amendment is made and entered into by and between **Woodbury County Juvenile Detention Center** (“Client”) and **Summit Food Service, LLC** (“Company”) (collectively “the Parties”).

**WHEREAS**, The Parties have entered into a certain Food Service Contract (the “Contract”), effective July 1, 2020;

**WHEREAS**, The Parties have agreed to extend with pricing adjustment the partnership; and

**WHEREAS**, The Parties now desire to amend said Contract upon the terms and conditions stated herein.

**NOW, THEREFORE**, the parties, intending to be legally bound hereby, mutually agree as follows:

1. **Term.** This Contract shall be extended for an additional year beginning July 1, 2022.
2. **Price.** Company shall charge and Client shall pay:

Inmate Population	New Price
Inmate Meals	\$8.95

Company reserves the right to renegotiate pricing or menu if necessary, in the case of major change in inmate population, availability of inmate labor, the scope of services or other changes beyond Company's control. This includes any drastic increase in food, fuel, equipment, utilities, or supply costs, which may warrant menu changes / substitutions or a price per meal adjustment.

This Amendment is effective as of July 1, 2022. All other terms and conditions of the original Contract (as modified from time to time) shall remain in full force and effect unless otherwise amended as provided in the Contract.

**CLIENT: Woodbury County Juvenile Detention Center.**

**COMPANY: Summit Food Service, LLC**

Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
 Name: Brittany Mayer-Schuler  
 Title: President  
 Date: \_\_\_\_\_



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

Date: 8/25/2022 Weekly Agenda Date: 8/30/2022

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Dennis Butler - Finance/Budget Director

**WORDING FOR AGENDA ITEM:**

Approval of amended Baker Group proposal to provide assistance with filing for the ARPA funds

**ACTION REQUIRED:**

- Approve Ordinance       Approve Resolution       Approve Motion   
Public Hearing       Other: Informational       Attachments

**EXECUTIVE SUMMARY:**

The American Rescue Plan offers \$350 billion for eligible state, local, territorial, and Tribal Governments

**BACKGROUND:**

The Coronavirus State and Local Fiscal Recovery Funds provide substantial flexibility for each government to meet local needs. The U.S. Treasury implements the provisions of this program.

**FINANCIAL IMPACT:**

Amend original agreement from \$5,000 up to \$10,000, including time and material at a rate of \$100 per hour. This will be funded through ARPA Funds.

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

Yes       No

**RECOMMENDATION:**

Approve assistance from The Baker Group with filing for the ARPA Reports and form review for the Woodbury County Law Enforcement Center.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve amending The Baker Group agreement from \$5,000 up to \$10,000 for assisting in ARPA funding requirements.



**Baker Group**  
Shane Albrecht  
Sr. Project Manager  
1600 SE Corporate Woods Drive  
Ankeny, Iowa 50021-7501  
Phone: 515.262.4000  
855.262.4000  
Fax: 515.266.1025  
www.thebakergroup.com

August 26, 2022

Woodbury County Board of  
Supervisors Attn: Dennis Butler  
620 Douglas St.  
Sioux City, IA  
51101

Subject: Change Order #1 – Additional Assistance for Filing for ARPA Funds

Dear Dennis,

Baker Group requests approval of an additional \$5,000.00 to provide additional assistance with filing for ARPA funds and form review, for the Woodbury County Law Enforcement Center.

**Change Order #1:**

Project will be time and material at a rate of \$100/hour for an additional \$5,000.00 with a total price to not exceed \$10,000.00 on the project without additional approval.

Sincerely,

*Shane Albrecht*

Shane Albrecht, PMP CDCMP  
Sr. Project Manager  
Baker Group

**Approved by:**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_