NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(SEPTEMBER 29, 2015) (WEEK 40 OF 2015)

Agenda and Minutes also available at
www.woodburycountyiowa.gov

Larry D. Clausen	Mark A. Monson	Jaclyn D. Smith	Jeremy J. Taylor	Matthew A. Ung
389-5329	204-1015	898-0477	259-7910	490-7852
lclausen@woodburycountyiowa.gov	mark@mudflap.com	jasmith@woodburycountyiowa.gov	jtaylor@woodburycountyiowa.gov	matthewung@woodburycountyiowa.gov

You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held September 29, 2015 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, spell their name, and give their address and then their statement.
4. Everyone will have an opportunity to speak. Therefore, please limit your remarks to **three minutes on any one item**.
5. At the beginning of the discussion on any item, the Chair may request statements in favor of an action be heard first followed by statements in opposition to the action.
6. Any concerns or questions you may have which do not relate directly to a scheduled item on the agenda will also be heard under the final agenda item "Citizen Concerns."
7. For the benefit of all in attendance, please turn off all cell phones and other devices while in the Board Chambers.

AGENDA

4:15 p.m.	1. Canvass of Western Iowa Tech Community College Election	Action
4:30 p.m.	2. Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence	
	3. Citizen Concern	Information
	4. Approval of the agenda September 29, 2015	Action
	5. Approval of the minutes of September 22, 2015 meeting	Action
	6. Discussion and approval of claims	Action
	7. Iowa Drainage District Association – John Torbert Presentation of annual report to Board by Iowa Drainage District Association	Information
4:45 p.m. (Set time)	8. Secondary Roads – Mark Nahra a. Public Hearing to consider the closure and vacation of a portion of Woodbury-Ida County line road in Section 12 of Morgan Township	Action
	b. Consider approval of an annexation permit for county property into the city of Moville	Action
	c. Consideration of approval of the contract for project ER-CO97(124)--58-97	Action
	d. Consideration of approval of the contract for project RC-CO97(119) —9A-97	Action

9. Board Administration – Dennis Butler
   a. Discussion and approval of the County's current FY 2016 CIP as there have been additions and deletions proposed — Action
   b. Discussion and action on the approval of the Capital Improvement Plan that will be used in for prioritizing proposed projects in the County's Five CIP covering Fiscal Years 2017-2021 — Action

10. Human Resources – Ed Gilliland
   a. Approval of Memorandum of Personnel Transactions — Action
   b. Authorize Chairman to sign Authorization to Initiate Hiring Process — Action
   c. Approval of Request to Deauthorize Position — Action
   d. Employee Health Fair and Lunch, Discussion and Action — Action
   e. Managed Care Organization, Discussion — Information
   f. Social Services Case Managers Flexible Work Hours, Discussion — Information
   g. Approval of resolution thanking and commending Fred Reese for service to Woodbury County — Action

11. Board Administration – Jeremy Taylor
   a. Designation of Receiving Bids for LED Projects — Action
   b. Approval of setting public hearing date for LED Lighting Retrofit — Action

12. County Treasurer – Mike Clayton
   Approval of resolution for abatement of taxes — Action

13. Board Administration – Dennis Butler & County Auditor's Office Jean Jessen
   a. Discuss and approve the 2014 Homestead and Military applications payable 2015/2016 approved by the County Assessor — Action
   b. Discuss and approve the 2014 Homestead and Military applications payable 2015/2016 approved by the City Assessor — Action

14. Woodbury County Sheriff – David Drew
   Approval to extend the CFI traffic control project — Action

15. Board of Supervisors – Mark Monson
   a. Approval of contracted services agreement with McGrath Training Systems for True-Speak Foundations Course — Action
   b. Approval of Multi-Year Contract and Succeed with True-Speak Site License with McGrath Training Systems — Action

Recess Board of Supervisors Meeting
Convene Orton Slough Drainage District Meeting

16. Discussion of Orton Slough Ditch tax assessment approve installment Payments — Action

Adjourn Orton Slough Drainage District Meeting

Convene Upper Wolf Creek Drainage District Meeting

17. a. Approval of minutes of Upper Wolf Creek Trustees meeting of September 22, 2015 — Action
   b. Discussion of Upper Wolf Creek Drainage ditch tax assessment report and recommendation for action — Action
   c. Discussion of Upper Wolf Creek Drainage ditch tax assessment approve installment payments — Action

Adjourn Upper Wolf Creek Drainage District Meeting
Continue Board of Supervisors Meeting

18.	Rural Economic Development – David Gleiser Information on Concept of Project for Comprehensive Planning in Rural Woodbury County	Action
19.	Board Administration – Jeremy Taylor Potential Property Tax Relief for Woodbury County Residents	Information
20.	Board of Supervisors – Matthew Ung Reading of statement – "Why Woodbury County isn't loaning your tax dollars To private businesses"	Information
21.	Board Administration – Jeremy Taylor Re: Economic Development for Rural Communities from LOST funds	Information
22.	Reports on committee meetings	Information
23.	Citizen's Concerns	Information
24.	Board Concerns and Comments	Information

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

MONDAY, SEPTEMBER 28	**6:00 p.m.**	Zoning Commission Meeting, Board of Supervisors' Chambers
	7:30 p.m.	Fair Board Meeting, Woodbury County Fair Office, Fairgrounds, Moville, Iowa.
TUESDAY, SEPTEMBER 29	**1:30 p.m.**	Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave.
	2:00 p.m.	Decat Board Meeting, Western Hills AEA, Room F
THURSDAY, OCTOBER 1	**5:00 p.m.**	Conservation Board Meeting, Brown's Lake/Bigelow Park Dale Bell Shelter
MONDAY, OCTOBER 5	**6:00 p.m.**	Board of Adjustment meeting, Board of Supervisors' Chambers
TUESDAY, OCTOBER 6	**4:45 p.m.**	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
WEDNESDAY, OCTOBER 7	**12:00 noon**	District Board of Health Meeting, 1014 Nebraska St.
THURSDAY, OCTOBER 8	**7:00 p.m.**	Siouxland Mental Health Center, Board Meeting, 625 Court Street
	12:00 p.m.	SIMPCO Board of Directors, 1122 Pierce St, Sioux City, Iowa
WEDNESDAY, OCTOBER 14	**8:05 a.m.**	Woodbury County Information Communication Commission, Board of Supervisors' Chambers
THURSDAY, OCTOBER 15	**11:00 a.m.**	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St., Sioux City, Iowa
TUESDAY, OCTOBER 20	**4:30 p.m.**	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
WEDNESDAY, OCTOBER 21	**12:00 noon**	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202, Sioux City, Iowa
	10:00 a.m.	Senior Center Board of Directors Meeting, 313 Cook Street
MONDAY, OCTOBER 26	**6:00 p.m.**	Zoning Commission Meeting, Board of Supervisors' Chambers
	7:30 p.m.	Fair Board Meeting, Woodbury County Fair Office, Fairgrounds, Moville, Iowa.
TUESDAY, OCTOBER 27	**1:30 p.m.**	Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars

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.

#1

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) F

Date: 8/31/15

Weekly Agenda Date: 9/29/15

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:
Elections

SUBJECT: Western Iowa Tech Community College Election Canvass

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM:

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: To accept and sign the Western Iowa Tech Community College Election Canvass

Approved by Board of Supervisors March 3, 2015.

#5

SEPTEMBER 22, 2015 — THIRTYNINETH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERV

The Board of Supervisors met on Tuesday, September 22, 2015 at 4:30 p.m. Board members present were Clausen, Monson, Ung, Taylor and Smith. Staff members present were Karen James, Board Administrator, Dennis Butler, Finance/Operations Controller, Ed Gilliland, Human Resources Director, Gloria Mollet, Assistant Human Resources Director and Patrick Gill, Auditor/Clerk to the Board.

1. The meeting was called to order – Pledge of Allegiance to the Flag – Moment of Silence.

2. County Assessor Julie Connolly reported to the Board the results of an equalization order. Kenny Scmitz, Building Services Director, notified the board of the intent to dispose of county property by donation. Eric Jennings, College Products, addressed the Board with concerns about the ending of a county program.

3. Motion by Taylor second by Ung to approve the Agenda for September 22, 2015. Carried 5-0. Copy filed.

4. Motion by Taylor second by Ung to approve the minutes of the September 15, 2015 Board meeting. Carried 5-0. Copy filed.

5. Motion by Ung second by Taylor to approve the claims totaling $319,211.79. Carried 5-0. Copy filed.

6. Motion by Monson second by Taylor to approve a contribution of $25,000 from Gaming Funds for a Community Attraction and Tourism Grant in support of Cone Park. Carried 4-1; Clausen opposed. Motion by Smith second by Monson to amend the motion by increasing the amount to $50,000 over a two year period. The motion as amended carried 4-1; Clausen opposed. Copy filed.

7a. Motion by Taylor second by Ung to approve the appointment of Anthony Velasquez, P/T Youth Worker, Juvenile Detention Dept., effective 9-25-15, $17.35/hour. Job vacancy posted 7-7-15. Entry level salary: $17.53/hour.; the reclassification of Georgeann Pettigrew, Clerk II, Building Services Dept., effective 10-9-15, $15.96/hour, 4.5%=$.70/hr. Per AFSCME Courthouse Contract agreement, from Grade 3/Step 1 to Grade 3/Step 2.; and the reclassification of Jason Elliott, Motor Vehicle Clerk II, County Treasurer Dept., effective 10-11-15, $17.68/hour, 5%=$.92/hr. Per AFSCME Courthouse Contract agreement, from Grade 3/Step 3 to Grade 3/Step 4. Carried 5-0. Copy filed.

7b. Motion by Monson second by Taylor to approve the reinstatement of the Woodbury County Courthouse Committee. Carried 5-0. Copy filed.

7c. Motion by Ung second by Taylor to receive for signatures a Resolution thanking and commending Gary Merkel for his service to Woodbury County. Carried 5-0.

RESOLUTION #12,275
A RESOLUTION THANKING AND COMMENDING
GARY MERKEL
FOR YOUR SERVICE TO WOODBURY COUNTY

WHEREAS, Gary Merkel has demonstrated himself to be an outstanding citizen of Cushing and Woodbury County by actively participating in many community and county wide activities for the good of all citizens; and

WHEREAS his service as a Woodbury County citizen, has been characterized by his dedication to the best interests of the citizens of Woodbury County; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA that the undersigned members of the Board thank and commend Gary Merkel for his years of service to Woodbury County; and

BE IT FURTHER RESOLVED, that it is the wish of all those signing below that the future hold only the best for this very deserving person, Gary Merkel.

BE IT SO RESOLVED this 22nd day of September 2015.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

8a. Motion by Ung second by Taylor to approve the lifting of tax suspension for Robert Mathison, 521 W. 16th St., Sioux City. Carried 5-0. Copy filed.

8b. Motion by Clausen second by Taylor to approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date for parcel #110160, 3902 10th St. , Sioux City. Carried 5-0.

RESOLUTION 12,276
NOTICE OF PROPERTY SALE

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

Lot Eleven, Block 14, Cohen and Marks Addition, City of Sioux City, Woodbury County, Iowa (3902 10th Street)

NOW THEREFORE,

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

1. That a public hearing on the aforesaid proposal shall be held on the **6th Day of October, 2015 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 **6th Day of October, 2015,** 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 $4.00** plus recording fees.

Dated this 22nd Day of September, 2015.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

9a. Motion by Ung second by Clausen to accept the bid for parking lot drain repair by Social Services and Veteran Affairs to Tri-State Plumbing for $3,510.00. Carried 4-1; Taylor opposed. Copy filed.

9b. Motion by Clausen second by Taylor to accept the bid to replace deteriorating carpet for Juvenile Detention to Fashion Floors for $14,969.54. Carried 5-0. Copy filed.

10. Motion by Clausen second by Smith to approve 2015 United Way Annual Campaign budget of $700.00. Carried 5-0. Copy filed.

Motion by Taylor second by Ung to defer the corporate contribution. Carried 4-1, Clausen opposed. Copy filed.

11. Motion by Taylor second by Ung to approve the contract with Janet A Carl, Organizational Development Consultant, to provide strategic planning services to develop a vision of what the entire County will look like in the next 10 to 20 years. Carried 3-2; Clausen and Smith opposed. Copy filed.

12a. Motion by Clausen second by Ung to approve the Hungry Canyons Stream Channel Stabilization Agreement 16-2 for the repair of stream stabilization structure at Wolf Creek, Sec. 36, T88N, R45W. Carried 5-0. Copy filed.

12b. Motion by Clausen second by Taylor to approve the construction plans for PCC pavement replacement on Port Neal Circle, project #RC-CO97(130)—9A-97. Carried 5-0. Copy filed.

Motion by Monson second by Taylor to approve the use of Gaming Funds for the contract with Janet A Carl, Organizational Development Consultant, to provide strategic planning services. Carried 3-2; Clausen and Smith opposed. Copy filed.

The Board recessed for a meeting of the Orton Slough Drainage District.

The meeting was called back to order.

14. Reports on committee meetings.

15. There were no citizen's concerns.

16. There were no Board concerns or comments.

The Board adjourned the regular meeting until September 29, 2015.

Meeting sign in sheet. Copy filed.

Heather Satterwhite - [QUAR] Appearance before Board of Supervisors

#7

From: John Torbert <jtorbertidda@gmail.com>
To: Karen James <kjames@sioux-city.org>, Heather Satterwhite <hsatterwh
Date: 9/8/2015 7:49 AM
Subject: [QUAR] Appearance before Board of Supervisors

I would like to give my annual report to the Board of Supervisors on September 29. I would like about 15 minutes if possible. I have attached the form from your website. Please let me know if this is ok or if you need additional information. thanks John

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

Date: 9/8/15

Weekly Agenda Date: 9/29/15

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: JOHN TORBERT, EXEC. DIR. IOWA DRAINAGE DISTRICT ASS'N

SUBJECT: ANNUAL REPORT TO SUPERVISORS

ACTION REQUIRED:

Approve Ordinance ☐ Approve Resolution ☐ Approve Motion ☐

Give Direction ☐ Other: Informational ☑ Attachments ☐

WORDING FOR AGENDA ITEM:
ANNUAL REPORT TO BOARD BY IOWA DRAINAGE DISTRICT ASSOCIATION

EXECUTIVE SUMMARY:
UPDATE SUPERVISORS ON STATE + FEDERAL ISSUES IMPACTING DRAINAGE RIGHTS

BACKGROUND:
ANNUAL REPORT GIVEN TO SUPERVISORS

FINANCIAL IMPACT:
NONE

RECOMMENDATION:
NONE

ACTION REQUIRED / PROPOSED MOTION:
NONE

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

John T. Torbert, CAE
Executive Director
Iowa Drainage District Association

#8a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S)

Date: September 24, 2015

Weekly Agenda Date: September 29, 2015

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

SUBJECT: **Road closure and vacation hearing for Woodbury-Ida County Line Road in section 12-T87N-R42W. (Set Time 4:45 PM)**

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☒	Approve Motion ☐
Give Direction ☐	Other: Informational ☐	Attachments ☒

WORDING FOR AGENDA ITEM: Public Hearing to consider the closure and vaction of a portion of Woodbury-Ida County Line Road in section 12 of Morgan Township

EXECUTIVE SUMMARY: The county engineer has received a petition from all landowners on each side of the segment of Woodbury-Ida County Line Road in section 12 of Morgan Township. Access to the land is satisfied by roads both north and south of the county line road. The secondary road department does not object to the landowner request for the road closure and vacation. Notification of the hearing time and date has been published in official county newspapers and certified letters have been sent to all adjacent property owners. The vacation and closure will require approval of both the Woodbury and Ida County Board of Supervisors.

BACKGROUND: Under the provisions of Section 306.10, the Board of Supervisors has the authority to establish alter and vacate roads under its jurisdiction. Since this closure affects land access, it is fully subject to the provisions of the code dictating the steps for the road hearing in sections 306.11, 306.12, 306.13, 306.14 and 306.16. This closure also must be agreed to by the Ida County Board of Supervisors and the closure and vacation will not be effective until both boards of supervisors have approved a similar resolution.

FINANCIAL IMPACT: Minimal impact to county budget. The county will save on average less than $1000 per year by not having to take care of this road segment. The adjacent property owners however see value to the former road as farmable acreage.

RECOMMENDATION: Assuming no objections are heard during the hearing, I recommend approval of resolution to close and vacate the subject road.

ACTION REQUIRED/PROPOSED MOTION: Motion to approve the resolution to close and vacate Woodbury-Ida County Line Road on the east side of section 12, T87N, R42W.

RESOLUTION NO. _____

WOODBURY COUNTY, IOWA

A RESOLUTION CLOSING AND VACATING A ROAD RIGHT OF WAY

WHEREAS, the Woodbury County Board of Supervisors in accordance with Section 306.11, (Code of Iowa) 2015, as amended, on September 28, 2015 held a public hearing on the proposed vacation of Woodbury County Secondary Road Right-Of-Way described as follows:

Woodbury- Ida County Line Road beginning at the NE corner of Section 12 T87N R42W of the 5th P.M. thence south 1.0 miles to the SE corner of said section. Said right of way to be vacated is 66 feet in width and was dedicated to the county by easement

WHEREAS, no objections were received in either writing or by persons present.

NOW THEREFORE BE IT RESOLVED by the Woodbury County Board of Supervisors that all interest in the subject section of road right-of-way be vacated, subject to utility easements of record for ingress and egress.

SO RESOLVED this 29th day of September 2015

WOODBURY COUNTY BOARD OF SUPERVISORS

_____
Mark Monson, Board Chair

_____
Larry D. Clausen, Member

_____
Jaclyn Smith, Member

_____
Jeremy Taylor, Member

_____
Matthew Ung, Member

ATTEST:

_____
Patrick F. Gill, Woodbury County Auditor

#8b

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQU

Date: September 3, 2015

Weekly Agenda Date: September 8, 2015

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

SUBJECT: Consider approval of annexation petition for county property into the city of Moville

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☒	Attachments ☒

Consider Approval X

WORDING FOR AGENDA ITEM: Consider approval of an annexation permit for county property into the city of Moville.

EXECUTIVE SUMMARY: The city of Moville is seeking to annex property between Fair Avenue and Humboldt Avenue, bounded on the south by Frontage Road. Two county secondary road department properties are sought to be annexed as part of this annexation into the city. The city has requested that the Board agree to voluntary annexation into the city for properties under the authority of the Board of Supervisors.

BACKGROUND: Moville has plans to grow to Hwy 20 to the south and Humboldt Avenue to the east. County properties are within the proposed annexation. Annexation of two county owned properties occupied by secondary road department facilities are within the proposed annexation area.

FINANCIAL IMPACT: Woodbury County does not pay property taxes. There is no financial impact to the county by agreeing to the annexation.

RECOMMENDATION: I have not been in the practice of recommending that the county be one of the first petitioners for annexation into a city. If 80% of the property owners agree to annexation, the remaining 20% of property owners can be compelled to be annexed. I have generally preferred to allow all private property owners to agree to annex into the city and then have the county sign the annexation petition once the 80% ceiling is reached. I hesitate to be the party that pushes the annexation over the 80% level as it takes away the option of the currently rural property owners to choose not to be annexed. I have not determined what percentage of the private property is represented by county owned property. A portion of the proposed annexation is also owned by Woodbury County and the Woodbury County Fair Association. I assume the Fair Board has also been approached to sign a petition.

I do not recommend approval of the annexation petition until 80% of private property has signed on to the petition or all properties within the proposed annexation have signed on.

ACTION REQUIRED/PROPOSED MOTION: Motion to agree to voluntary annexation of two secondary road department properties into the city of Moville and to direct the chair to sign the petition on behalf of Woodbury County.

Petition
for Annexation to the
City of Moville

The undersigned owners of real estate described in Exhibit A petition the City of Moville for annexation.

1. This Petition is made based upon

☐ A contiguous boarder with the existing City limits.

☒ As part of a larger annexation plan (See Exhibit B) in which 80% of the contiguous land annexed is based upon the voluntary Petition of the owner.

2. The City shall extend and make available public water and sewer to the property lot line within 5 years of the date this annexation is completed.

3. This Petition requests but does not require the City to phase in the imposition of City taxes over 10 years as provided in Iowa Code 368.11(3)(m)(1).

4. This Petition must be accepted or considered withdrawn by September 15, 2016.

Woodbury County Iowa

By: _____

By: _____

620 Douglas Street
Sioux City, IA 51101

Landowner

Petition for Annexation to the City of Moville
Woodbury County, Iowa

"EXHIBIT A"

Commencing at the Southeast (SE) Corner of the Northeast Quarter (NE¼), Section Thirty-two (32), Township Eighty-nine (89) North, Range Forty-four (44) West of the 5th P.M., Woodbury County, Iowa; thence West Three Hundred Eighty and Four Tenths Feet (380.4') North Sixty-three and Five Tenths Feet (N 63.5') to the point of beginning; thence North Five Hundred Thirty and Five Tenths Feet (N 530.5'); thence East Three Hundred Sixty and Four Tenths Feet (E 360.4'); thence South Four Hundred Forty-eight Feet (S 448'); thence West One Hundred Twenty-five Feet (W 125'); thence South Sixty-nine Degrees Sixteen Minutes (S 69° 16') West Two Hundred Eleven Feet (W 211'); thence West Thirty-four and Five Tenths Feet (W 34.5') to the point of beginning.

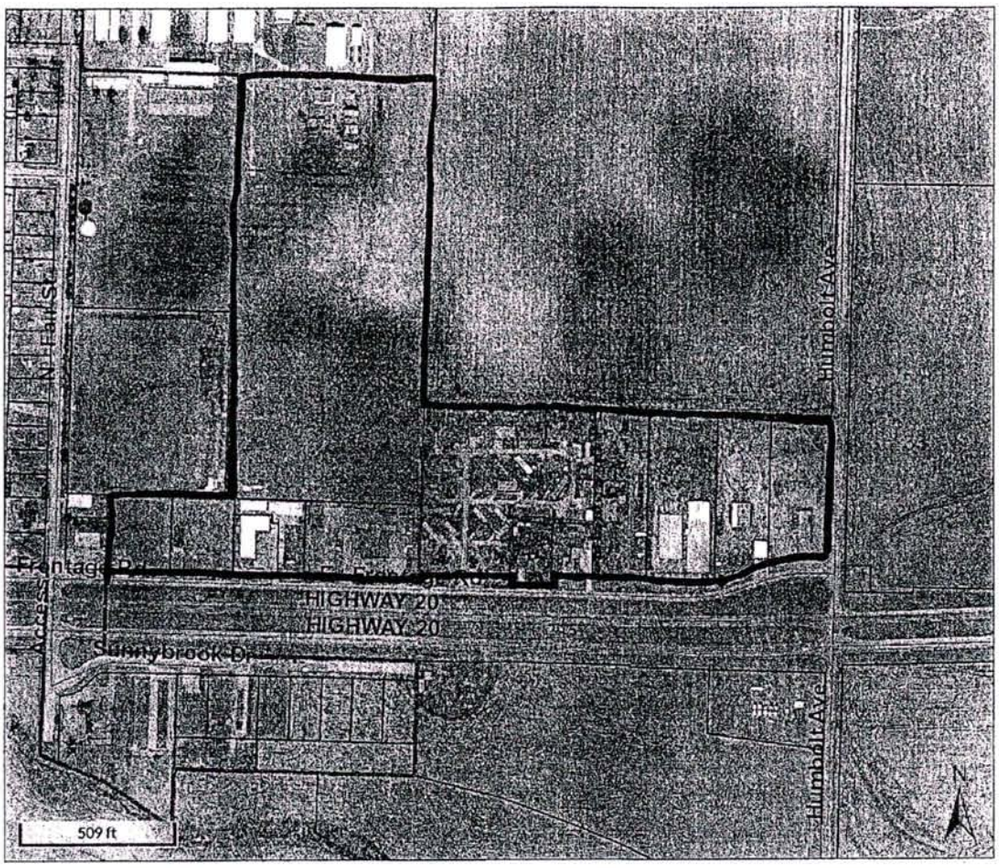
Petition for Annexation to the City of Moville
Woodbury County, Iowa

The East One Hundred Seventy-one feet (E 171') of the West One Thousand One Hundred Twenty-two feet (W 1,122') of the South Two Hundred Seventy-three Feet (S 273') of the Southwest Quarter (SW 1/4) of the Northeast Quarter (NE 1/4), Section Thirty-two (32), Township Eighty-nine (89) North, Range Forty-four (44) West of the Fifth Principal Meridian, also known as the East One Hundred Seventy-one feet (E 171') of Lot Twenty-five (25) and the East One Hundred Ninety-eight feet (E 198') of the West One Thousand Three Hundred Twenty feet (W 1,320') of the South Two Hundred Seventy-three Feet (S 273') of the Southwest Quarter (SW 1/4) of the Northeast Quarter (NE 1/4), Section Thirty-two (32), Township Eighty-nine (89) North, Range Forty-four (44) West of the Fifth Principal Meridian, also known as Lot Twenty-six (26), all in Woodbury County, Iowa.

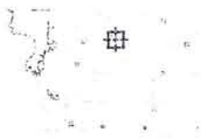
Subject to easements and restrictions of record, if any.

"Exhibit B"

Beacon™ Woodbury County, IA / Sioux City



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Sections

Residential Sales

- 2013
- 2014
- 2015
- Parcels

Parcel ID	894429357003	Alternate ID	000000000614220	Owner Address	JACKSON MATTHEW B
Sec/Twp/Rng	29-89-44	Class	R		PO BOX 459
Property Address	108 ASH ST	Acreage	n/a		MOVILLE, IA 51039-0459
	MOVILLE				
District	066 MOVILLE LL WDBY CENTRAL				
Brief Tax Description	MOVILLE CITY OF				
	LOT 9 BLK 3				
	(Note: Not to be used on legal documents)				

Date created: 8/3/2015
Last Data Upload: 8/1/2015 5:07:01 AM

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The Schneider Corporation

#8c

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: September 24, 2015

Weekly Agenda Date: September 29, 2015

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

SUBJECT: **Consideration of approval of contract for project number ER-CO97(124)—58-97, Emergency Repairs to federal aid routes**

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒

Consideration X

WORDING FOR AGENDA ITEM: Consideration of approval of the contract for project ER-CO97(124)—58-97.

EXECUTIVE SUMMARY: Bids for the project to repair various locations on county routes D38, D54, and K64 that were damaged by storms in June 2014 were received on September 14, 2015. The county has received federal aid assistance in making permanent repairs to the damages sites. The county engineering staff has prepared plans, obtained necessary environmental clearances and project approvals.

BACKGROUND: This project will repair additional sites damaged during the 2014 storm event.

FINANCIAL IMPACT: This project is funded by an 80%-20% federal aid relief grant provided by the FHWA. Local match will be provided by the secondary road funds.

RECOMMENDATION: Recommend that the Board approve the contract with Steve Harris Construction.

ACTION REQUIRED/MOTION PROPOSED: Motion to approve the contract for project number RC-CO97(119)—9A-97 with Steve Harris Construction for $737,045.35.

Approved by Board of Supervisors March 3, 2015.

CONTRACT

Kind of Work Emergency Repairs Sites 9 Sites

Project No. ER-CO97(124)--58-97 County Woodbury

THIS AGREEMENT made and entered by and between Woodbury County, Iowa, by its Board of Supervisors consisting of the following members: Mark Monson, Larry Clausen, Jaclyn Smith, Jeremy Taylor and Matthew Ung, Contracting Authority, and Clark Construction of Whiting, Iowa, Contractor.

WITNESSETH: That the Contractor, for and in consideration of ---------- Three Hundred Sixty-Four Thousand Six Hundred Thirty-Six and 40/100 ($364,636.40) payable as set forth in the specifications constituting a part of this contract, hereby agrees to construct in accordance with the plans and specifications therefore, and in the locations designated in the notice to bidders, the various items of work as follows:

Item No.	Item	Quantity	Unit Price	Amount
Emergency Repairs on D 38 and K64			Group 1	
1.	Clear and Grub	0.71 Acre	$ 20,000.00	$ 14,200.00
2.	Special Backfill	50 CY	$ 40.00	$ 2,000.00
3.	Embankment in Place Contractor Furnish	9,900 CY	$ 13.00	$ 128,700.00
4.	Excavation Class 13	80 CY	$ 20.00	$ 1,600.00
5.	Excavation Class 20	200 CY	$ 14.00	$ 2,800.00
6.	Structural Concrete RCB	57.20 CY	$ 900.00	$ 51,480.00
7.	Reinforcing Steel Epoxy	8267.00 LBS	$ 2.50	$ 20,667.50
8.	Excavate and Dewater	1 L.S.	$ 10,000	$ 10,000.00
9.	Aprons, Concrete 24"	1 Each	$ 1,200.00	$ 1,200.00
10.	Culvert, Concrete Roadway Pipe, 24"	8 LF	$ 175.00	$ 1,400.00
11.	Culvert, Corrugated Metal Roadway Pipe, 24"	6 LF	$ 58.00	$ 348.00
12.	Engineering Fabric	110 SY	$ 4.00	$ 440.00
13.	Revetment, Class E	140 Ton	$ 58.00	$ 8,120.00
14.	Removal and Installation of Fence Barb Wire	1290 LF	$ 8.00	$ 10,320.00
15.	Traffic Control	1 L.S.	$ 14,000.00	$ 14,000.00
16.	Flagger	20 Day	$ 435.00	$ 8,700.00
17.	Patch Full Depth Repair by S.Y. PCC 8"	36.67 SY	$ 270.00	$ 9,900.90
18.	Patch by Count	1 Each	$ 3,000.00	$ 3,000.00
19.	Mobilization	1 L.S.	$ 66,000.00	$ 66,000.00
20.	30" on 24" Tee Section CMP Riveted	1 Each	$ 2,400.00	$ 2,400.00
21.	Mulching	0.92 Acre	$ 4,000.00	$ 3,680.00
22.	Seed and Fertilizing (Rural)	0.92 Acre	$ 4,000.00	$ 3,680.00
	TOTAL BID			**$ 364,636.40**

Said specifications and plans are hereby made part of and the basis of this agreement, and a true copy of said plans and specifications are now on file in the office of the County Engineer under date of August 13, 2015

That in consideration of the foregoing, the Contracting Authority hereby agrees to pay the Contractor, promptly and according to the requirements of the specifications the amounts set forth, subject to the conditions as set forth in the specifications.

That it is mutually understood and agreed by the parties hereto that the notice to bidders, the proposal, the specifications for Project No. ER-CO97(124)--58-97 in Woodbury County, Iowa, the within contract, the contractor's bond, and the general and detailed plans are and constitute the basis of contract between the parties hereto.

That it is further understood and agreed by the parties of this contract that the above work shall be commenced and completed on or before:

Approximate Starting Date	Specified Starting Date	Late Start Date	Number of Working Days
		October 26, 2015	50

That time is the essence of this contract and that said contract contains all of the terms and conditions agreed upon by the parties hereto.

It is further understood that the Contractor consents to the jurisdiction of the courts of Iowa to hear, determine, and render judgment as to any controversy arising hereunder.

IN WITNESS WHEREOF the parties hereto have set their hands for the purposes herein expressed to this and three other instruments of like tenor, as the _____ day of _____, 20_____

Contractor: Clark Construction

By _____

Date _____

Contracting Authority: Woodbury County, Iowa

By _____
Woodbury County Board Chair

Date _____

#8d

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: September 24, 2015

Weekly Agenda Date: September 29, 2015

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

SUBJECT: **Consideration of approval of contract for project number RC-CO97(119)—9A-97, PCC paving of CF Industries Drive**

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒

Consideration X

WORDING FOR AGENDA ITEM: Consideration of approval of the contract for project RC-CO97(119)—9A-97.

EXECUTIVE SUMMARY: Bids for the project to pave CF Industries Drive and to construct turn lanes at the intersection of Port Neal Road and 255th Street were received by the Board of Supervisors on September 15, 2015. The project was awarded to Steve Harris Construction.

BACKGROUND: This paving project is the final phase of the RISE project awarded to Woodbury County for improvements to county road serving the new CF Industries fertilizer plant. Prior phases of the project have included the installation of RR crossing warning lights and gates, the grading of CF Industries Drive, and the replacement of the D51 pavement from the Port Neal Interchange to Port Neal Road.

FINANCIAL IMPACT: This project is funded by an 80%-20% RISE grant provided by the Iowa DOT. Local match will be provided by TIF funded bonds.

RECOMMENDATION: Recommend that the Board approve the contract with Steve Harris Construction.

ACTION REQUIRED/MOTION PROPOSED: Motion to approve the contract for project number RC-CO97(119)—9A-97 with Steve Harris Construction for $737,045.35.

Approved by Board of Supervisors March 3, 2015.

CONTRACT

Kind of Work P.C.C. Pavement – New

Project No. RC-CO97(119)--9A-97 County Woodbury

THIS AGREEMENT made and entered by and between Woodbury County, Iowa, by its Board of Supervisors consisting of the following members: Mark Monson, Larry Clausen, Jaclyn Smith, Jeremy Taylor and Matthew Ung, Contracting Authority, and Steve Harris Construction of Homer, Nebraska, Contractor.

WITNESSETH: That the Contractor, for and in consideration of Seven Hundred Thirty-Seven Thousand Forty-Five and 35/100 ($737,045.35) payable as set forth in the specifications constituting a part of this contract, hereby agrees to construct in accordance with the plans and specifications therefore, and in the locations designated in the notice to bidders, the various items of work as follows:

Item No.	Item	Quantity	Unit Price	Amount
P.C.C. Paving Project. RC-CO97(119)--9A-97			Group 1	
1.	Excavation Class 10, Roadway and Borrow	1520 CY	$ 8.00	$ 12,160.00
2.	Modified Subbase	600 CY	$ 52.25	$ 31,350.00
3.	Granular Shoulders, Type B	1,800 Ton	$ 31.00	$ 55,800.00
4.	Standard or Slip-Form P.C.C. Pavement, Class C, 9"	2,693.49 SY	$ 67.00	$ 180,463.83
5.	Standard or Slip-Form P.C.C. Pavement, Class C, 10"	6,194.92 SY	$ 53.50	$ 331,428.22
6.	Portland Cement Concrete Pavement Samples	1 L.S.	$ 1,000.00	$ 1,000.00
7.	Rumble Strip Panel (PCC Surface)	2 Each	$ 700.00	$ 1,400.00
8.	Pay Adjustment Incentive/Disincentive for Smoothness	4,000 Each	$ 1.00	$ 4,000.00
9.	Class 20 For Roadway Pipe Culvert	90 CY	$ 30.00	$ 2,700.00
10.	Aprons, Concrete, 24 IN. DIA	2 Each	$ 1,000.00	$ 2,000.00
11.	Concrete Roadway Pipe 24 IN. DIA	24 LF	$ 140.00	$ 3,360.00
12.	Removal of Concrete	840.94 SY	$ 20.00	$ 16,818.80
13.	Safety Closures	2 Each	$ 200.00	$ 400.00
14.	Painted Pavement Markings Waterborne or Solvent	145.59 STA	$ 50.00	$ 7,279.50
15.	Painted Symbols and Legends, Durable	14 Each	$ 150.00	$ 2,100.00
16.	Traffic Control	1 L.S.	$ 5,000.00	$ 5,000.00
17.	Flaggers	11 Each	$ 435.00	$ 4,785.00
18.	Mobilization	1 L.S.	$ 75,000.00	$ 75,000.00
	TOTAL BID			**$ 737,045.35**

Said specifications and plans are hereby made part of and the basis of this agreement, and a true copy of said plans and specifications are now on file in the office of the County Engineer under date of August 21, 2015

That in consideration of the foregoing, the Contracting Authority hereby agrees to pay the Contractor, promptly and according to the requirements of the specifications the amounts set forth, subject to the conditions as set forth in the specifications.

That it is mutually understood and agreed by the parties hereto that the notice to bidders, the proposal, the specifications for Project No. RC-CO97(119)--9A-97 in Woodbury County, Iowa, the within contract, the contractor's bond, and the general and detailed plans are and constitute the basis of contract between the parties hereto.

That it is further understood and agreed by the parties of this contract that the above work shall be commenced and completed on or before:

Approximate Starting Date	Specified Starting Date	Late Start Date	Number of Working Days
		October 26, 2015	35

That time is the essence of this contract and that said contract contains all of the terms and conditions agreed upon by the parties hereto.

It is further understood that the Contractor consents to the jurisdiction of the courts of Iowa to hear, determine, and render judgment as to any controversy arising hereunder.

IN WITNESS WHEREOF the parties hereto have set their hands for the purposes herein expressed to this and three other instruments of like tenor, as the _____ day of _____, 20_____

Contractor: Steve Harris Construction

By _____

Date _____

Contracting Authority: Woodbury County, Iowa

By _____
Woodbury County Board Chair

Date _____

#9a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 9-23-2015

Weekly Agenda Date: 9-29-2015

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Dennis D. Butler – Finance/Operations Controller

SUBJECT: Review and Approval of FY 2016 revised CIP.

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM: Discussion and Approval of the County's Current FY 2016 CIP as there have been additions and deletions proposed.

EXECUTIVE SUMMARY: During the budget cycle for FY 2016 the CIP was approved during February, 2015. Since that approval there have been some changes both in projects and project costs.

BACKGROUND:

FINANCIAL IMPACT: CIP totaling $ 2,453,925. Revenue for the CIP will come from a Capital Loan Note in the amount of $1,673,500, Conservation Reserve $150,000, rebates of $450,000 and carryover reserves from FY 2015 in the amount of $180,425.

RECOMMENDATION: Review and adopt the revised CIP for FY 2016 with any revisions the Board of supervisors might make.

ACTION REQUIRED / PROPOSED MOTION: Motion by _____ second by _____ to adopt the revised FY 2016 CIP Program.

Approved by Board of Supervisors March 3, 2015.

Woodbury County Capital Improvement Plan 2016-2020
Approved by the Board of Supervisors xxxxxxxxx xx, 2015

Project Title	Location/Submitter	Project Cost	CIP - Annual	Funding Sources		
				Bonds	Cons. Reserve	Other
2016						
Updating WCICC Technology	Courthouse/WCIC Director	$190,000	190,000	190,000		
Replace wood chip surfacing material at Little Sioux playground with rubberized chips	Conservation	$40,000	40,000		40,000	
Correct drainage problems on Bigelow Park swim are	Conservation	$50,000	50,000		50,000	
Construct one new cabin at Southwood Area	Conservation	$50,000	50,000		50,000	
Install 30 amp electric service to tent camping sites at Southwood Conservation Area	Conservation	$10,000	10,000		10,000	
New Voting Machines 1 of 3	County Auditor	$750,000	250,000	250,000		
Capital Improvements	Starcom	$80,500	80,500	80,500		
Purchase materials to complete concrete driveway	Emergency Services	$10,000	10,000	10,000		
Replace Windows and Doors - FY 2015	Emergency Services	$47,425	47,425			47,425
Building Improvements	Emergency Services	$20,000	20,000	20,000		
LED Lighting Project	Bldg. Services - Co. Wide	$1,000,000	1,000,000	550,000		450,000
Courthouse Elevators Re-tooling	Bldg. Services - Crthouse	$300,000	300,000	300,000		
Courthouse Duct Work at WCICC	Bldg. Services - Crthouse	$25,000	25,000	25,000		
Steam Traps Replace non-functioning units	Bldg. Services - Crthouse	$8,000	8,000	8,000		
Outdoor Perimeter Lighting Replacement	Bldg. Services - Crthouse	$4,500	4,500	4,500		
Replace Front Steps of LEC and Hand Rails	Bldg. Services - LEC	$145,000	145,000	145,000		
Replace All New Shut-offs for Water - Cold & Hot in Plumbing Tunnels	Bldg. Services - LEC	$18,000	18,000	18,000		
2nd Floor Carpet - Back Half	Bldg. Services - T/Hoyt	$6,500	6,500	6,500		
3rd Floor - New Carpet DHS	Bldg. Services - T/Hoyt	$15,000	15,000	15,000		
New Floors through Out Main Building	Bldg. Services - P/Hills	$25,000	25,000	25,000		
Lighting	Bldg. Services - P/Hills	$8,000	8,000	8,000		
Siding	Bldg. Services - P/Hills	$5,000	5,000	5,000		
New Bathroom in Main Sleeping Quarters - FY 2015	Bldg. Services - P/Hills	$35,000	35,000			35,000
Replace two boilers at 35,000 each - FY 2015	Bldg. Services - P/Hills	$70,000	70,000			70,000
Hot Water Holding Tank - FY 2015	Bldg. Services - P/Hills	$28,000	28,000			28,000
		2016 Total	**$2,453,925**	**$1,673,500**	**$150,000**	**$630,425**

#9b

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 9-23-2015

Weekly Agenda Date: 9-29-2015

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Dennis D. Butler – Finance/ Operations Controller

SUBJECT: Review of the Capital Improvement Plan (CIP) Document for use in the prioritizing of the proposed CIP Projects.

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☒	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM: Discussion and Action on the Approval of the Capital Improvement Plan that will be used in for Prioritizing proposed projects in the County's Five CIP Covering Fiscal Years 2017 – 2021.

EXECUTIVE SUMMARY: This proposal will provide a formal mechanism for decision making for CIP projects. A basic function of the County is to provide Woodbury County with an orderly process for planning and budgeting for capital needs. Questions on what to buy, build, or repair: where and when to buy or build: and how much to spend are all dealt with during the CIP process. The County Board and staff must agree on the policies that will shape the program, estimate capital needs, prioritize those needs, identify and schedule funding sources, implement projects, and monitor project delivery. All of these activities are organized through the CIP process.

BACKGROUND: In the past there really has not been a prioritizing of CIP by the County. The County has many projects being proposed and to prioritize each project is becoming necessary so what funding is available can distributed be on a need and priority process. This CIP plan will give the County a way to accomplish this mission.

FINANCIAL IMPACT: To be determined as the planning process proceeds.

RECOMMENDATION: Approve this CIP planning process.

ACTION REQUIRED / PROPOSED MOTION: Motion by _____, second by _____ to adopt the CIP planning process to be used starting with our long term planning for FY 2017 and beyond.

Approved by Board of Supervisors March 3, 2015.

Woodbury County

2017 – 2021 CAPITAL IMPROVEMENT PLAN

Adopted: December XX, 2015

The Capital Improvement Program

Annually, Woodbury County devotes a portion of the budget to capital projects. The financial investment is required to maintain and expand public facilities and infrastructure. Ongoing service delivery can be assured only if adequate consideration is given to capital needs. If the County fails to maintain its capital stock, facilities and infrastructure will deteriorate until costly, constant maintenance is required, services are threatened, and the County growth stagnates or even declines. Whether the County is growing, stable, or losing population, it needs to plan and budget for capital assets carefully to maintain existing infrastructure and meet future demand. A Capital Improvement Program (CIP) is a tool that can help ensure that decisions on capital projects and funding are made wisely and are well planned.

What are a capital asset and a capital project? For Woodbury County a capital asset is defined as a new or rehabilitated physical asset that is nonrecurring, has a useful life expectancy of greater than five years and a cost of $5,000 or more or is considered to be an asset for which control is desirable. A capital project is undertaken to acquire a capital asset. Examples of capital projects include construction of public buildings, major street improvements, or major equipment purchases and improvements.

A CIP is a multi-year plan, identifying capital projects to be funded during the planning period. The capital program identifies each proposed capital project to be undertaken, the year in which it will be started or acquired, the amount expected to be expended on the project each year, and the proposed method of financing these expenditures.

The CIP helps to build consensus on what are the most important projects, thus helping to ensure these projects get undertaken first. The CIP also provides a picture of future financing requirements, which will allow the County to better align financial resources with future needs. Additionally, the CIP provides an important tool for growth management.

The CIP should not be confused with the capital improvement budget. The capital improvement budget represents the first year of the CIP. The capital budget is the County's annual appropriation for capital spending and is legally adopted by the County Supervisors. The capital budget authorizes specific projects and appropriates specific funding for those projects. Projects and financing sources listed in the CIP for years other than year 1 (called the "out years") are not authorized until the annual budget for those years is legally adopted. The out years serve only as a guide for future planning and are subject to further review and modification in subsequent years.

Purpose of the CIP

The CIP serves a number of important functions for the County, as described below.

A Formal Mechanism for Decision Making. A basic function of the CIP is to provide Woodbury County with an orderly process for planning and budgeting for capital needs.

Questions on what to buy, build, or repair; where and when to buy or build; and how much to spend are all dealt with during the CIP process. The County Board and staff must agree on the policies that will shape the program, estimate capital needs, prioritize those needs, identify and schedule funding sources, implement projects, and monitor project delivery. All of these activities are organized through the CIP process.

A Link to a Long-Range Plan. The CIP serves as a link to the County's planning process and should be developed in concert with the comprehensive land use plan, strategic plan, or other long-range plans. Preparation of the CIP considers not only repair and replacement of existing infrastructure but also facilities that are expected to be needed in the future. Changing population and employment patterns, socioeconomic and demographic characteristics of community residents, and land use patterns may bring about the need for new roads, water and sewer facilities, public buildings, or other capital assets. In developing the CIP, these new demands are weighed against the need to maintain existing infrastructure, based on goals established through the County's planning process.

Financial Management Tool. An overriding consideration in developing the CIP is to prioritize current and future needs to fit within the anticipated level of financial resources. The CIP considers not only what the County needs but, equally important, what it can afford. By explicitly recognizing the County's financial outlook and the revenues and financing mechanisms that will be available for the capital program, projects can be prioritized to ensure that the most important needs and goals of the County are achieved. Moreover, better planning can be undertaken with regard to the scope and timing of capital projects. Developing a financially constrained CIP based on realistic estimates of revenues to be available enhances the ability of the CIP to serve as a planning and management tool rather than a wish list of projects that cannot be fully implemented.

A Reporting Document. The CIP document presents a description of proposed projects that will be undertaken over the five-year plan. This document communicates to residents, businesses, and other interested parties the County's capital priorities and plans for implementing projects. It also includes the expected source of funding for projects, including use of bond proceeds, installment purchase contracts or other debt, reserves, and grant funding. Thus, the community has a better understanding of the County's plan for capital spending and can make decisions accordingly.

Advantages of a Capital Improvement Program

A CIP requires staff time for its development, implementation, and maintenance; however, the advantages of a CIP should not be overlooked. Some of the major advantages of a CIP are cited in the following paragraphs.

A CIP Focuses Attention on County Goals, Needs, and Financial Capability. Through the CIP process, decision makers select projects that will be consistent with community goals and needs. As part of the process, the County Board, Staff and citizens consider the current and future outlook for community development and the services

needed by residents and businesses. This outlook serves as a basis for determining infrastructure and equipment needs to be included in the capital program. An important aspect of developing the CIP is balancing the County's needs with its ability to pay for them. The process thus focuses attention on the financial capability of the government over the long term. Consistency of projects with community goals and needs provides a way to select among competing projects for the limited financial resources available to the County.

A CIP Builds Public Consensus for Projects and Improves Community Awareness. An important component of the CIP process is the involvement of citizens in the selection and prioritization of projects. Public participation helps to build support for capital projects that are both popular and unpopular. The public gains a better understanding of community needs and capitals projects through the process and thus are more likely to support the capital program. Moreover, the CIP process serves to educate citizens on the capital costs associated with County goals, such as economic development. Through the CIP process, the County is able to gain greater insight into the costs residents are willing to bear for these activities. Once approved, the CIP document informs citizen groups, developers, and others of the County's planned public improvements. These groups are then better equipped to plan their own activities and are less likely to pressure for funding of projects not included in the plan.

A CIP Improves Inter-/Intergovernmental Cooperation and Communication. A CIP enhances coordination of capital improvements among departments and agencies both within and outside the County. As a result, fewer scheduling problems and fewer overlapping or conflicting projects are likely to occur. The CIP also serves to inform other local governments of planned capital activity, thus affording them an opportunity to coordinate related project funding and timing. By promoting intergovernmental communication, the CIP helps eliminate project duplication efforts. Capital projects therefore can be planned in conjunction with other government units to best serve the interests of the community as a whole rather than the interest of the County.

A CIP Avoids Waste of Resources. With its multiyear focus, capital improvement programming helps to avoid costly errors resulting from citizen opposition to projects, failure to anticipate linkages with other projects or activities, or insufficient funding. Because capital projects are considered over several years, the County is better able to forge consensus on the need for projects before funds are spent. The multiyear focus also encourages consideration of how different phases of a project must be scheduled, given available funding, in order to complete the project as planned. Finally, the CIP allows the County to anticipate future facility needs and to develop a financing approach that meets those needs.

A CIP Helps to Ensure Financial Stability. By anticipating the fiscal resources that are necessary to pay for capital projects, the CIP can help to promote financial stability. Capital projects are prioritized and scheduled to fit within expected funding levels, thereby limiting the need for dramatic tax increases or unanticipated bond issues in any one year. In addition, by systematically addressing capital needs, the County is less

likely to be faced with the need to divert resources from other programs to make unanticipated capital expenditures.

Evaluating Capital Projects

Often the County will find that the list of potential capital projects and purchases far exceeds the available funding. Yet, choosing among them is likely to be difficult. Capital projects are proposed to support different County goals and often benefit particular constituent groups. A methodology is needed both to pare down the list of projects to an affordable level and to balance diverse and sometimes competing County values and needs. The following project evaluation criterion was developed for this purpose.

All capital improvement projects and equipment purchases will be evaluated on the criteria below with a priority factor of 0 to 5, with a priority factor of 0 being not at all and 5 being a very high priority. Each evaluation criteria is weighted based on importance. The priority factor is multiplied by the weight factor to arrive at a criteria score. The scores are added together to achieve a priority ranking.

Public Health & Safety: Weight Factor of 1.50. Does the project or purchase improve the wellbeing of the general public? A priority factor of zero would be it does not affect the wellbeing of the general public and a priority factor of 5 would be it very much affects the wellbeing of the general public.

Employee Health & Safety: Weight Factor of 1.25. Does the project or purchase improve the wellbeing of County employees? A priority factor of zero would be it does not affect the wellbeing of employees and a priority factor of 5 would be it very much affects the wellbeing of employees.

Regulatory Mandate: Weight Factor of 1.50. Is the project or purchase required by a Federal, State, or other governing body mandate? A priority factor of zero would be there is no mandate requiring the project or purchase and a priority factor of 5 would be there is a current mandate. A rating in between would mean there is a mandate that will take place but there is a time period before the County must comply.

Frequent Problem: Weight Factor of 1.25. Are there frequent problems or issues that require the project to be completed? Problems could be that the street requires frequent patching or equipment needs repairs or the design of something causes frequent accidents. A priority factor of zero would be no problems, while a priority rating of 5 would be frequent problems or issues.

Ability to Finance: Weight Factor of 1.00. Does the County have the ability to pay for the project or equipment purchase? A priority factor of zero would mean there is no funding available to finance the project or purchase and a rating of 5 would mean the County has the funds available to finance the project or purchase.

Other items to consider would if funds are not currently available, how easily would it be to fund the project in the future?

Cost of the Project: Weight Factor of 1.00. What is the total cost of the project or equipment purchase? The higher the cost of the project the lower the priority factor rating would be. For example a project costing $5,000 may have a priority factor of 5, where as a project costing $5,000,000 may have a rating of zero.

Generates Fees or Revenues: Weight Factor of 1.20. By constructing the project or purchasing the asset can the County generate funds? An example might be that construction of a gun range in a park could generate rental of the park by the public thus bring funds into the County's budget. Priority factor of zero would be no fees or revenues would be generated from the project or purchase and a rating of 5 would be a large amount of funds could be generated.

Generates Cost Savings: Weight Factor of 1.20. Does the project or purchase result in reduced expenditures for maintenance or repairs? For example restructuring a sidewalk entrance may result in reduced cost for snow removal. The higher the cost savings the higher the priority factor would be.

Ongoing Operations Cost: Weight Factor of 1.00. Is there any ongoing future operation cost due to the project or purchase? For example, the remodeling of a County building would have annual electric and gas costs to operate the facility along with other operating costs. The priority factor would be a 5 for a project that has no impact on future operating costs and zero for a project or purchase that has a large future operating budget cost impact.

Age or condition of Existing: Weight Factor of 1.00. If the County has an existing asset that is being replaced, what is the age or condition of the existing asset? A very old asset that is very poor condition would have a priority factor of 5.

Public Benefit: Weight Factor of 1.10. Does the project or purchase provide any benefit to the general public? For example a building improvement project may provide better access to the area, which would be considered a public benefit, whereas the purchase of a County pickup truck may not provide any public benefit. In the case of the example, the street project would receive a priority rating of a 5, whereas, the truck purchase would receive a zero priority rating.

Public Demand: Weight Factor of 1.25. Are the residents requesting the project be performed or the equipment purchased? For example the residents in an area of the County may desire the purchase and installation of playground equipment in a park. A priority factor of 5 would be high public demand verses a zero for no public demand.

Synergy with Other Projects: Weight Factor of 1.10. Does the purchase or project enhance or influence other County goals or projects? Projects or purchases that affect other projects or purchases would have a rating of 5 whereas, projects or purchases that stand alone would be rated zero.

Strategic Goal: Weight Factor of 1.05. Does the project or purchase meet a strategic goal of the County? An example would be if the County has a goal to increase park use and the project was to build a park shelter/warming house, that project may receive a priority factor of 5 for meeting this goal.

Comprehensive Plan Component: Weight Factor of 1.05. Does the project or purchase help achieve a component of the County's Comprehensive Plan? An example would be if an area of the County that was deemed Commercial/Industrial/Retail and the project was for the County to replace utility lines with oversized commercial utility lines to the area, that project would be rated a 5 as a priority factor.

It's important to note that the evaluation criteria above is to be used as a guide and a project that scores low might still be included in a given year based on project affordability and how it fits in with relationship to other projects.

Woodbury County's Five-Year Capital Improvement Plan

The remainder of this document is the County's five-year CIP. The next xxxxx pages is a list of all projects and equipment planned for the next five years and the revenue sources to fund each project or equipment purchase.

The rest of the document is the description of each project or equipment purchase proposed. These descriptions include the project name, priority ranking, project type, useful life, and the responsible department. This is followed by the project description and justification where the project or equipment purchase is described in detail. Next is the project costs (expenditures) and funding source section where each department/fund responsible for purchasing or paying for or funding the asset is provided. The next section is for describing any future operational impact the project or purchase will have on future budgets and/or where any other comments about the project or purchase can be provided. Future operational impacts which are projected to increase future expenditures are shown as positive numbers and those which will decrease future expenditures or provide additional revenue are shown in bracketed or as negative numbers. Finally there is the project or equipment purchase priority ranking calculation. These sheets are filled out and provided for each project or asset purchased during the next five-year cycle.

Criteria Template and Questions for the Deliberative Process

Criteria	Description	Rating Scale (1-9)
Project Requirements	Is the project required to meet legal, compliance, or regulatory mandates?	1 == not required or mandated 5 == pending requirement 9 == required or mandated
Strategic Alignment	To what extent is the project aligned with the government's overall strategies?	1 == no alignment with strategies 5 == partial alignment with strategies 9 == full alignment with strategies
Value to Citizens	How much value will the outcome of this project bring to our citizens?	1 == minimal value 5 == partial value 9 == high value

Exhibit 3: Expanded Matrix Criteria

Project Name:
Priority Ranking:
Project Type:
Useful Life:
Responsible Department

Project Description and Justification:

Expenditures	2017	2018	2019	2020	2021	Total

Revenues	2017	2018	2019	2020	2021	Total

Operational Impact/Other Comments:

Operating Budget Impact	2017	2018	2019	2020	2021	Total

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health and Safety	1.50		
Employee Health and Safety	1.25		
Regulatory Mandate	1.50		
Frequent Problems	1.25		
Availability of Funding	1.00		
Cost of Project	1.00		
Generates Revenue	1.20		
Generates Cost Savings	1.20		
Ongoing Operation Costs	1.00		
Age or Condition of Existing	1.00		
Public Benefit	1.10		
Public Demand	1.25		
Synergy with Other Projects	1.10		
Strategic Goal	1.05		
Comprehensive Plan Component	1.05		
Total Score			

Woodbury County CIP Evaluation

Project Name: Climbing Hills Bathrooms remodeling
Priority Ranking: 24.05
Project Type:
Useful Life: 25 Years
Responsible Department:

Priority Ranking Criteria	Weighting Factor Kenny	Weighting Factor Dennis	Priority Factor (0-5) Kenny	Priority Factor (0-5) Dennis	Score Kenny	Score Dennis
Public Health and Safety	1.5	1.5	2	1	3	1.5
Employee Health and Safety	1.25	1.25	0	2	0	2.5
Regulatory Mandate	1.5	1.5	1	2	1.5	3
Frequent Problems	1.25	1.25	0	1	0	1.25
Availability of Funding	1	1	5	5	5	5
Cost of Project	1	1	4	4	4	4
Generates Revenue	1.2	1.2	0	0	0	0
Generates cost Savings	1.2	1.2	0	0	0	0
Ongoing Operation Costs	1	1	0	0	0	0
Age or Condition of Existing	1	1	3	4	3	4
Public Benefit	1.1	1.1	3	1	3.3	1.1
Public Demand	1.25	1.25	0	0	0	0
Synergy with other Projects	1.1	1.1	1	0	1.1	0
Strategic Goal	1.05	1.05	3	0	3.15	0
Comprehensive Plan Component	1.05	1.05	0	0	0	0
Total Score	**17.45**	**17.45**	**22**	**20**	**24.05**	**22.35**

CRITERIA	DESCRIPTION	Rating Scale (:
Project Requirements	Is the project required to meet legal, compliance, or regulatory mandates?	1=not required or mandated 5=pending requirement 9=required or mandated
Strategic Alignment	To what extent is the project aligned with the government's overall strategies?	1=no alignment with strategies 5=Partial alignment with strategies 9=full alignment with strategies
Value to Citizens	How much value will the outcome of this project bring to our citizens?	1=minimal value 5=partial value 9=high value

Both Kenny and Dennis

Total Score **11** **3**

Woodbury County CIP Evaluation

Project Name: Lec Front Entrance
Priority Ranking: 39.95
Project Type: Replace Deteriorating Steps (Front Entrance)
Useful Life: 25 Years
Responsible Department : Building Services = Kenny Schmitz

Priority Ranking Criteria	Kenny Weighting Factor	Dennis Weighting Factor	Kenny Priority Factor (0-5)	Dennis Priority Factor (0-5)	Kenny Score	Dennis Score
Public Health and Safety	1.5	1.5	3	4	4.5	6
Employee Health and Safety	1.25	1.25	3	4	3.75	5
Regulatory Mandate	1.5	1.5	1	2	1.5	3
Frequent Problems	1.25	1.25	2	4	2.5	5
Availability of Funding	1	1	5	5	5	5
Cost of Project	1	1	4	3	4	3
Generates Revenue	1.2	1.2	0	0	1.2	0
Generates cost Savings	1.2	1.2	2	3	2.4	3.69
Ongoing Operation Costs	1	1	0	0	0	0
Age or Condition of Existing	1	1	3	5	3	5
Public Benefit	1.1	1.1	3	3	3.3	3.3
Public Demand	1.25	1.25	0	0	0	0
Synergy with other Projects	1.1	1.1	0	0	0	0
Strategic Goal	1.05	1.05	1	1	1.05	1.05
Comprehensive Plan Component	1.05	1.05	0	0	0	0
Total Score	**17.45**	**17.45**	**27**	**34**	**32.2**	**40.04**

CRITERIA	DESCRIPTION	Rating Scal	
Project Requirements	Is the project required to meet legal, compliance, or regulatory mandates?	1=not required or mandated 5=pending requirement 9=required or mandated	Both Kenny and Dennis
Strategic Alignment	To what extent is the project aligned with the government's overall strategies?	1=no alignment with strategies 5=Partial alignment with strategies 9=full alignment with strategies	Both Kenny and Dennis
Value to Citizens	How much value will the outcome of this project bring to our citizens?	1=minimal value 5=partial value 9=high value	Both Kenny and Dennis
	Total Score	**23**	**23**

Woodbury County CIP Evaluation

Project Name: LED Lighting Project
Priority Ranking: 37.45
Project Type: Replace the lighting in all the County Buildings with LED lighting
Useful Life: 15 Years
Responsible Department : Building Services = Kenny Schmitz

Priority Ranking Criteria	Kenny Weighting Factor	Dennis Weighting Factor	Kenny Priority Factor (0-5)	Dennis Priority Factor (0-5)	Kenny Score	Dennis Score
Public Health and Safety	1.5	1.5	3	3	4.5	4.5
Employee Health and Safety	1.25	1.25	3.5	4	4.375	5
Regulatory Mandate	1.5	1.5	0	0	0	0
Frequent Problems	1.25	1.25	1	2	1.25	2.5
Availability of Funding	1	1	5	5	5	5
Cost of Project	1	1	3	2	3	2
Generates Revenue	1.2	1.2	0	0	0	0
Generates cost Savings	1.2	1.2	5	5	7.5	6
Ongoing Operation Costs	1	1	0	1	0	1
Age or Condition of Existing	1	1	2	5	2	5
Public Benefit	1.1	1.1	3	3	3.3	3.3
Public Demand	1.25	1.25	0	0	0	0
Synergy with other Projects	1.1	1.1	0	0	0	0
Strategic Goal	1.05	1.05	5	3	5.25	3.15
Comprehensive Plan Component	1.05	1.05	3	0	3.15	0
Total Score	**17.45**	**17.45**	**33.5**	**33**	**39.325**	**37.45**

CRITERIA	DESCRIPTION	Rating Scal
Project Requirements	Is the project required to meet legal, compliance, or regulatory mandates?	1=not required or mandated 5=pending requirement 9=required or mandated Both Kenny and Dennis
Strategic Alignment	To what extent is the project aligned with the government's overall strategies?	1=no alignment with strategies 5=Partial alignment with strategies 9=full alignment with strategies Both Kenny and Dennis
Value to Citizens	How much value will the outcome of this project bring to our citizens?	1=minimal value 5=partial value 9=high value Both Kenny and Dennis
	Total Score	**15** **15**

#10a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: 9-24-15

Weekly Agenda Date: 9-29-15

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Memorandum of Personnel Transactions

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒

WORDING FOR AGENDA ITEM: Approval of Memorandum of Personnel Transactions

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

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

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: September 29, 2015

*** PERSONNEL ACTION CODE:**

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

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Iddings, Larry	County Sheriff	10-15-15	P/T Courthouse Safety & Security Officer	$17.68/hour	5%=$.92/hour	R	Per Wage Comparability with AFSCME Courthouse Contract, from Grade 3/Step 3 to Grade 3/Step 4.
Shinkunas, Gregory	County Sheriff	10-15-15	P/T Courthouse Safety & Security Officer	$17.68/hour	5%=$.92/hour	R	Per Wage Comparability with AFSCME Courthouse Contract, from Grade 3/Step 3 to Grade 3/Step 4.
Koetters, Steven	Building Services	10-30-15	Maintenance Painter			S	Retirement.

APPROVED BY BOARD DATE: _____

GLORIA MOLLET, ASST. HR DIRECTOR: Gloria Mollet

WOODBURY COUNTY

HUMAN RESOURCES DEPARTMENT

TO: Board of Supervisors and the Taxpayers of Woodbury County

FROM: Ed Gilliland, Human Resources Director
Gloria Mollet, Human Resources Assistant Director
gmollet

SUBJECT: Memorandum of Personnel Transactions

DATE: September 29, 2015

For the September 29, 2015 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

1) County Sheriff (2) P/T Courthouse Safety & Security Officers, from Grade 3/Step 3 to Grade 3/Step 4.
2) Building Services Maintenance Painter, Resignation.

Thank you

#10b

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: 9-24-15

Weekly Agenda Date: 9-29-15

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Authorization to Initiate Hiring Process

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒

WORDING FOR AGENDA ITEM: Authorize Chairman to Sign Authorization to Initiate Hiring Process

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to Authorize Chairman to Sign Authorization to Initiate Hiring Process.

Approved by Board of Supervisors March 3, 2015.

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: September 29, 2015

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Building Services	Maintenance Technician	AFSCME Courthouse: $16.77-$18.17/hour		
Juvenile Detention	P/T Female Youth Worker	AFSCME Juvenile Detention: $17.53/hour		
	*Please see attached memos.			

_____

Chairman, Board of Supervisors

(AUTHFORM.doc/FORMS)

Woodbury County Building Services
620 Douglas Street
Sioux City, IA. 51101
Kenny Schmitz, Building Services Superintendent
kschmitz@woodburycountyiowa.gov
712-253-3745

September 23rd, 2015

TO: Woodbury County Board of Supervisors & Human Resources
FROM: Kenny Schmitz; Building Services Superintendent
SUBJECT: Authorization to hire Building Services Maintenance Tech.

This memo to the Human Resources Department is asking to initiate the hiring process and the authorization to fill a full time Building Services Maintenance Technician position that will be open following the retirement of Steve Koetters effective October 30, 2015.

The open position will change from a Maintenance Painter to Maintenance Technician. We are asking the Board for approval to de-authorize the Maintenance Painter position and then hiring through attrition employees as Maintenance Technicians.

Respectfully,

Kenny Schmitz

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

Date: September 24, 2015

Weekly Agenda Date: September 29, 2015

DEPARTMENT HEAD / CITIZEN: Mark Olsen – Juvenile Detention

SUBJECT: P.T. Female Youth Worker Replacement

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM: Discussion & Approval to hire one P.T. Female Youth Worker Position

EXECUTIVE SUMMARY: The Woodbury County Juvenile Detention Center is requesting the hire of one part-time female youth worker. The position opened up after promoting one existing part-time female to full-time status replacing an open position.

FINANCIAL IMPACT: The detention center already has budget approval for this P.T. position so there will be no request for additional funding.

RECOMMENDATION: I am recommending that the board authorize the replacement hire for the P.T. female staff.

ACTION REQUIRED: Board Approval.

Approved by Board of Supervisors March 3, 2015.

#10c

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S)

Date: 9-24-15

Weekly Agenda Date: 9-29-15

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Deauthorize Maintenance Painter Position in order to Authorize Maintenance Tech Position

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒

WORDING FOR AGENDA ITEM: Approval of Request to Deauthorize Position

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to Approve Request to Deauthorize Position

Approved by Board of Supervisors March 3, 2015.

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: September 29, 2015

REQUEST TO DEAUTHORIZE COUNTY POSITION(S)

DEPARTMENT	POSITION	APPROVED	DISAPPROVED
Building Services	Maintenance Painter		
	(Deauthorize Maintenance Painter to Authorize Maintenance Technician Position.)		

_____

Chairman, Board of Supervisors

(AUTHNOMORE.doc/PER210/FORMS/SECURE)

#10d

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: 9-24-15

Weekly Agenda Date: 9-29-15

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Employee Health Fair and Lunch, Discussion and Action

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒

WORDING FOR AGENDA ITEM: Employee Health Fair and Lunch, Discussion and Action.

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to Approve Employee Health Fair and Lunch.

WOODBURY COUNTY
HUMAN RESOURCES DEPARTMENT

MEMORANDUM

TO: **Board of Supervisors**

FROM: **Ed Gilliland, Human Resources Director**
Gloria Mollet, Human Resources Assistant Director
gmollet

RE: **2015 Woodbury County Health and Wellness Fair**

DATE: **September 24, 2015**

Human Resources would like to announce the upcoming Health and Wellness Fair for Tuesday, October 27, 2015. We will have a nice variety of vendors from our community that will provide information, services, and handouts. As it was last year, employees will be given one (1) hour to attend the Health and Wellness Fair. This is the one-half (1/2) hour to visit with the vendors and one-half (1/2) hour to eat the healthy lunch served by the Board of Supervisors in the Courthouse cafeteria.

Human Resources is asking the Board of Supervisors for their support and approval for the funding of the healthy lunch and to attend.

Everyone would like to thank the Board of Supervisors for their support and look forward to the engagement from the elected officials, employees, and department heads with this great informational event.

Thank you.

#10e

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: 9-24-15

Weekly Agenda Date: 9-29-15

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Managed Care Organization, Discussion and Awareness

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☐
Give Direction ☐	Other: Informational ☒	Attachments ☐

WORDING FOR AGENDA ITEM: Managed Care Organization, Discussion

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION:

#10f

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC

Date: 9-24-15

Weekly Agenda Date: 9-29-15

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Social Services Case Managers Flexible Working Hours, Discussion

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☐
Give Direction ☐	Other: Informational ☒	Attachments ☐

WORDING FOR AGENDA ITEM: Social Services Case Managers Flexible Work Hours, Discussion

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION:

#109

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: __September 24, 2015_____

Weekly Agenda Date: _September 29, 2015__

DEPARTMENT HEAD / CITIZEN: _____Supervisor Jeremy Taylor_____

SUBJECT: **Resolution Honoring Fred Reese**

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☒	Approve Motion ☐
Give Direction ☐	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM: Resolution Honoring Fred Reese

EXECUTIVE SUMMARY: Given that next week we are hosting our Veterans Affairs Commission and getting to know the new 5-member Board, it seems fitting to honor someone who has given back to our county veterans.

BACKGROUND: Please see the attached printed article from *The Sioux City Journal*

http://siouxcityjournal.com/news/local/military-flags-in-courtroom-aim-to-instill-pride-in-veterans/article_89d0842b-8919-5d75-8d4e-bab62ca440d3.html

FINANCIAL IMPACT: None

RECOMMENDATION: Approve Resolution

ACTION REQUIRED: Approve Resolution

WOODBURY COUNTY, IOWA

RESOLUTION NO.

A RESOLUTION THANKING AND COMMENDING

Fred Reese

FOR YOUR SERVICE TO WOODBURY COUNTY

WHEREAS, Fred Reese of Bronson, Iowa, with selfless service and excellent carpentry skill built the holder that displays flags from the five military service branches in the Woodbury County Courthouse for Veterans Treatment Court; and

WHEREAS, WHEREAS, Mr. Reese himself served this nation as an Army veteran of the Vietnam War; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA that the undersigned members of this Board thank and commend Fred Reese for his years of service to Woodbury County; and

BE IT FURTHER RESOLVED that it is the wish of all those signing below that the future hold only the best for this very deserving person, Fred Reese.

BE IT SO RESOLVED this 29th day of September

WOODBURY COUNTY BOARD OF SUPERVISORS

Mark A. Monson, Chairman	Jaclyn D. Smith, Member
Larry D. Clausen, Member	Jeremy J. Taylor, Member
Matthew A. Ung, Member	Attest: Patrick F. Gill, Woodbury County Auditor

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) #11a

Date: __September 24, 2015_____

Weekly Agenda Date: _September 29, 2015__

DEPARTMENT HEAD / CITIZEN: _____Supervisor Jeremy Taylor_____

SUBJECT: **Bid Procedure for Implementing LED Lighting in Woodbury County**

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM: Designation of Receiving Bids for LED Projects

EXECUTIVE SUMMARY: The notice of public hearing for October 6 for plans, specs, and bid process will take place during the Regular Board Meeting. However, the opening of bids, approved by the Board Chairman, which is more complicated than the normal bid process, will take place on Tuesday, October 20 at 2:00 p.m. for product and equipment providers and then on Monday, November 2 at 2:00 p.m. for contractors who will perform the work. Our Assistant County Attorney Joshua Widman is working with The Baker Group and Board Administrative Assistant Karen James in order to meet statutory requirements for proper publication.

BACKGROUND: The two bid dates are separated in time because of the need of potential contractors to bid knowing the kind of lighting and equipment necessary.

FINANCIAL IMPACT: To be determined

RECOMMENDATION: Approve the following motion

ACTION REQUIRED: I move that the Auditor [or other designee] represent the Board in order to receive bids on the following public bid dates, Tuesday, October 20, and Monday, November 2, at 2:00 p.m.

#11b

NOTICE OF HEARING CONCERNING PUBLIC IMPROVEMENTS

WOODBURY COUNTY BOARD OF SUPERVISORS

HEARING DATE: Tuesday, October 6, 2015 at 4:50 p.m.

PROJECT: LED Lighting Retrofit

WOODBURY COUNTY COURTHOUSE, WOODBURY COUNTY LAW ENFORCEMENT CENTER, TROSPER-HOYT, SIOUXLAND DISTRICT HEALTH, DOROTHY PECAUT NATURE CENTER, EAGLES BUILDING, VA/SOCIAL SERVICES AND VARIOUS OUTHER COUNTY BUILDINGS AS DEFINED IN THE PROJECT SPECIFICATIONS.

SIOUX CITY, IOWA AND WOODBURY COUNTY IOWA

ENGINEERS: West Plains Engineering

4609 S. Techlink Circle

Sioux Falls, SD 57106

CONSTRUCTION MANAGER: Baker Group

4224 Hubbell Ave.

Des Moines, IA 50317

At 4:50 PM on Tuesday, October 6th, 2015, at the Board of Supervisors Meeting in the lower level, Woodbury County Courthouse at 620 Douglas Street, Sioux City, IA 51101, a hearing will be held on the proposed drawings, specifications, and form of contract for the above improvements, and at said hearing any interested person may appear, speak, and/or file objections thereto or to the estimated cost of said improvements.

Published by order of the Woodbury County Board of Supervisors, Sioux City, Iowa.

(Signed)_____

Mark Monson, Chair

Woodbury County Board of Supervisors

Woodbury County Courthouse

Sioux City, Iowa

#12

September 24, 2015

TO: BOARD OF SUPERVISORS

FROM: MICHAEL R CLAYTON, WOODBURY COUNTY TREASURER

RE: TAX ABATEMENT PER SEC 445.16, BY RESOLUTION

Please abate the following taxes assessed as building on leased land that are uncollectable or impractical to pursue collection through personal judgment.

1) PARCEL 8947 33 209 901

SIOUX CITY RIVERBOAT CORP INC , the boat was removed in November 2014, and the taxes were paid in the amount of $32,896.00 for 5/12 of the 2014-15 taxes to the date of departure. Please abate the balance of $46,054.00.

Michael R Clayton

WOODBURY COUNTY, IOWA

RESOLUTION #

RESOLUTION APPROVING ABATEMENT OF TAXES

WHEREAS, Sioux City Riverboat Corp Inc. is the titleholder of a building on leased land Parcel #894733209901 located in Woodbury County, Iowa and legally described as follows:

Parcel #894733209901

SIOUX CITY EAST AUD 1943 PLAT PT GOV T LOTS 1-2 33-89-47

WHEREAS, the above-stated property has taxes payable Including special assessments and the parcel is owned by Sioux City Riverboat Corp Inc., and

WHEREAS, these taxes are uncollectable or impractical to pursue collection through personal judgment or tax sale

WHEREAS, the Board of Supervisors sees that good cause exists for the abatement of these taxes and

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby abates the taxes owing on the above parcel according to Code of Iowa, 445.16 for the taxes owed and hereby directs the Woodbury County Treasurer to abate these aforementioned taxes from the tax records.

SO RESOLVED this 29th day of September, 2015

WOODBURY COUNTY BOARD OF SUPERVISORS

ATTEST:

_____

Patrick F. Gill
Woodbury County Auditor
And Recorder

_____

Mark A. Monson, Chairman

WOODBURY COUNTY TREASURER
MICHAEL R CLAYTON
620 DOUGLAS ST ROOM 102
SIOUX CITY IA 51101 PHONE (712) 279-6495 000894733209901
taxdept@woodburycountyiowa.gov

Receipt# **25306**

TOTAL TAX DUE: or **SEPT 1, 2015**

$78,950.00 | **$39,475.00**

DED 002647089 Delinquent OCT 1, 2015

SIOUX CITY RIVERBOAT CORP INC
#1 PIASA ST
ALTON, IL 62002

087 087 SC LL SIOUX CITY COMM

WOODBURY COUNTY TREASURER
MICHAEL R CLAYTON
620 DOUGLAS ST ROOM 102
SIOUX CITY IA 51101 PHONE (712) 279-6495 000894733209901
taxdept@woodburycountyiowa.gov

Receipt# **25306**

TAX DUE: **MARCH 1, 2016**

$39,475.00

DED 002647089 Delinquent APRIL 1, 2016

SIOUX CITY RIVERBOAT CORP INC
#1 PIASA ST
ALTON, IL 62002

087 087 SC LL SIOUX CITY COMM

WOODBURY COUNTY REAL ESTATE TAXES, SEND THE CORRECT STUBS WITH YOUR CHECK FOR PAYMENT
SEE REVERSE SIDE FOR MORE INFORMATION - DISCOVER CARD FEES ON REVERSE SIDE HAVE CHANGED.
Based on JANUARY 1, 2014 Valuations. Taxes FOR JULY 1, 2014 - JUNE 30, 2015, payable SEPTEMBER 2015 and MARCH 2016

Parcel 000894733209901 Location: 100 LARSEN RD SIOUX CITY

087 087 SC LL SIOUX CITY COMM Sect 000 Twn 000 Rng 000

Gross Acres .00
Exempt Acres .00
Net Acres .00

LEGAL Description SIOUX CITY EAST AUD 1943 PLAT PT GOV T LOTS 1-2 33-89-47 & LANDS ADJ EX TCT 2 93.3 FT ON W X 294.7 FT ON E & EX NLY F

VALUATIONS AND TAXES THIS YEAR			LAST YEAR	
COM	Assessed	Taxable	Assessed	Taxable
Land:				
Buildings:	2,148,500	1,933,650	2,148,500	2,041,075
Dwelling:				
TOTAL VALUE:	$2,148,500	$1,933,650	$2,148,500	$2,041,075
Less Military Exemption:				
NET TAXABLE VALUE:		$1,933,650		$2,041,075
Value Times Levy per 1000 of:		40.8292300		42.0260900
EQUALS GROSS TAX OF:		78,949.44		85,778.40
Less Credits of:				
Homestead Credit				
Ag Land Credit				
Family Farm Credit				
Business Prop Tax Credit Fund				
Low Income/Elderly Credit				
Prepaid Tax				
NET ANNUAL TAXES:		**$78,950.00**		**$85,778.00**

TAXES DUE Delinquent Tax, Specials, Drainage, Tax Sale

002647089 000000000 000000000
SIOUX CITY RIVERBOAT CORP INC
#1 PIASA ST
ALTON, IL 62002

Argosy 5/12 = $32,896
County Abatement 7/12 $ 46,054

House Tax: County EMS $ 486,749.00

Taxing Authority:	Distribution of your current & prior year taxes %Total	Current	Prior	Total property taxes levied by taxing authority Current	Prior	Percent +/-

Adjusted Statement as of 8/31/2015	1st Half	2nd Half
Due	39475.00	39475.00
Plus Penalty	.00	.00
Plus Publish Cost	.00	.00
Less Payments	.00	.00
BALANCE DUE	39475.00	39475.00

Online Payment Available at: www.iowatreasurers.org

TOTALS:

WOODBURY COUNTY TREASURER
MICHAEL R CLAYTON
620 DOUGLAS ST ROOM 102
SIOUX CITY IA 51101 PHONE (712) 279-6495
taxdept@woodburycountyiowa.gov

Receipt# **15/16 10-25306**

DUE SEPT 1, 2015 $39,475.00 Date Paid: _____ CHECK# _____

DUE MARCH 1, 2016 $39,475.00 Date Paid: _____ CHECK# _____

RECEIPT OF TAXES

WOODBURY County Treasurer
620 DOUGLAS ST
SIOUX CITY, IA 51101
taxdept@woodburycountyiowa.gov

Duplicate

Date 9/24/2015

Entity#: 2647089
Name: SIOUX CITY RIVERBOAT CORP INC

Address: #1 PIASA ST

City: ALTON, IL 62002

Paid by BELLE OF SIOUX CITY Check.... 79047

Receipt Key / Dist Parcel/V.I.N.	Date Paid	Tax Paid	Int Paid	Drainage Int Paid	Cost Total Paid
2015/2016 10 25306-01 F	9/18/2015	32,896.00			
087 000894733209901	BELLE OF SIOUX CITY				32,896.00
100 LARSEN RD SIOUX CITY					

Total Tax Paid:	32,896.00
Total Interest Paid:	
Total Drainage Interest Paid:	
Total Cost Paid:	
Grand Total Paid:	32,896.00

#13a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S

Date: _09/23/15_____

Weekly Agenda Date: __09/29/15__

DEPARTMENT HEAD / CITIZEN: _Board of Supervisors – Dennis Butler & County Auditor – Jean Jessen

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM: Discuss and Approve the 2014 Homestead and Military applications payable 2015/2016 approved by the County Assessor

Applications are available for review in the Auditor's office.

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED: Motion to approve the 2014 Homestead and Military applications payable 2015/2016 approved by the County Assessor.

Approved by Board of Supervisors March 3, 2015.

#13b

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: _09/23/15_____

Weekly Agenda Date: __09/29/15__

DEPARTMENT HEAD / CITIZEN: _Board of Supervisors – Dennis Butler & County Auditor – Jean Jessen

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM: Discuss and Approve the 2014 Homestead and Military applications payable 2015/2016 approved by the City Assessor

Applications are available for review in the Auditor's office.

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED: Motion to approve the 2014 Homestead and Military applications payable 2015/2016 approved by the City Assessor.

Approved by Board of Supervisors March 3, 2015.

#14

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 09.22.2015

Weekly Agenda Date: 09.29.2015

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: SHERIFF DAVE DREW

SUBJECT: EXTEND CFI TRAFFIC CONTROL PROJECT

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM: EXTEND THE CFI TRAFFIC CONTROL PROJECT.

EXECUTIVE SUMMARY: THE SHERIFF'S OFFICE HAS BEEN PROVIDING TRAFFIC CONTROL AND TRAFFIC ENFORCEMENT IN THE AREA NORTH OF THE PLANT EXIT SINCE MAY OF 2015. THE SHERIFF'S OFFICE WAS FINANCIALLY APPROVED TO PROVIDE TRAFFIC CONTROL UNTIL SEPTEMBER 30, 2015.

BACKGROUND: IN THE SPRING OF 2015, CFI, CIVILIAN NEIGHBORS OF CFI, AND THE COUNTY IDENTIFIED AN ISSUE WITH THE INCREASED TRAFFIC VOLUME AS A RESULT OF THE CONSTRUCTION GROWTH AT THE CFI PLANT. ENTERING AND EXITING THE PLANT THROUGH THE NORTH ENTRANCE IN THE MORNINGS AND EVENINGS WAS CREATING UNNECESSARY TRAFFIC CONGESTION ON COUNTY ROADS. SHERIFF'S DEPUTIES PROVIDED A UNIFORMED PRESENCE AT TWO INTERSECTIONS NORTH OF THE PLANT AND CUT THE ENTRANCE AND EXIT TIMES FOR 2500+ VEHICLES IN HALF, SOLVING THE TRAFFIC CONGESTION PROBLEM.

FINANCIAL IMPACT: $36,844.00

RECOMMENDATION: THE SHERIFF'S OFFICE CONTINUE TO PROVIDE TRAFFIC CONTROL IN THE AREA UNTIL MARCH 31, 2016 OR UNTIL THE TRAFFIC VOLUME IS REDUCED AS A RESULT OF THE REDUCTION OF CONTRUCTION EMPLOYEES AND SUB-CONTRACTORS AS THE PROJECT NEARS COMPLETION AND THE TRAFFIC VOLUME IS GREATLY REDUCED AS A RESULT.

ACTION REQUIRED / PROPOSED MOTION: DISCUSSION AND ACTION TO CONTINUE FUNDING TRAFFIC CONTROL IN THE AREA NORTH OF CFI'S PLANT.

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

#15a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

Date: September 25, 2015

Weekly Agenda Date: September 29, 2015

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Mark Monson

SUBJECT: True-Speak Foundations Course

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM: Approval of contracted services agreement with McGrath Training Systems for True-Speak Foundations Course

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: Motion to approve contracted services agreement with McGrath Training Systems for True-Speak Foundations Course

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

McGrath
Training Systems
631 N. Milpas St., Santa Barbara, CA 93103
Tel: 800.733.1638 Email: infomcgrath@gmail.com

Contract # MCG15-070
Contract Date: 09-24-2015

Contracted Services Agreement
McGrath Training Systems

THIS CONTRACT is made and entered into as of this 24th day of September 2015 by and between McGrath Training Systems, hereinafter called "McGrath," and the Woodbury County Board of Supervisors, State of Iowa, hereinafter called the "County," with reference to the following facts:

a) The County has requested, and McGrath has agreed to perform, services consisting of the following: ***McGrath SUCCEED with TRUE-SPEAK Foundations Course***.

b) Said services shall be performed on October 6 and 7, 2015, between the hours of 8 a.m. and 4 p.m.

c) The County may register 30 participants for this workshop. An additional fee of $450.00 will be assessed for participants registered above the contracted 30 participants up to a maximum of 40 participants.

d) Contracted services and materials include the following: two days of on-site interactive training and a SUCCEED TRUE-SPEAK User License with Materials for each participant. Said materials include a Participant Manual, a Cue Card for quick reference to the concepts and processes, and a 1-year subscription to the McGrath SUCCEED Online Application. After 12 months, subscribers will have the option of renewing their McGrath SUCCEED Online Application subscription.

NOW, THEREFORE, and in consideration of the promises, covenants and contracts contained herein, the County and McGrath agree as follows:

1. <u>Fees and Costs</u>: The County agrees to pay McGrath a Training Fee of $12,000 for conducting 2 days of the SUCCEED with TRUE-SPEAK Foundations Course, plus reasonable trainer travel expenses. The User License and Materials Costs are included in the Training Fee. The fee for each

additional County participant over 30 (thirty) is $450.00 per person up to a maximum of 40 total participants each day. The total number attending the sessions will be calculated to determine the final billing.

2. Deposits and Cancellations: A deposit of 50% of the total Training Fee is due upon signature of this contract to secure the above training dates. The balance is due on the last day of the training. Payment may be given to the trainer or be sent by mail to the administrative offices of McGrath Training Systems, 631 N. Milpas St., Santa Barbara, CA 93103.

In the event that a workshop is postponed after travel arrangements have already been made, the County agrees to reimburse McGrath for any airline change fees, penalties or non-refundable expenses.

3. Trainer Travel Expenses: Trainer's reasonable travel expenses will be reimbursed by County and invoiced separately by McGrath.

4. License Fee and Materials: The individual User License and Materials cost for use of these copyrighted materials is referenced in numbered paragraph 1 above. McGrath agrees to ship the course manuals in a timely fashion at County expense. McGrath will invoice shipping costs to the County.

a) The County must confirm the number of workshop participants no later than ten (10) working days prior to the training dates referenced above, by email to McGrath at infomcgrath@gmail.com.

b) The County will be responsible for any expedited shipping fees incurred for additional manuals requested less than 10 days prior to the workshop start date.

c) The County agrees to distribute these materials only to employees who actually participate in the McGrath program.

5. Conference Registration and Attendance: The County understands that it is responsible for promoting this program to potential participants, registering participants, confirming their attendance and notifying them regarding the time and location of the program. Should the County have lower than expected attendance, they understand and agree that McGrath is under no obligation to provide further training for those who do not attend. The County also agrees to pay the minimum fees and costs specified above regardless of the minimum number of participants.

6. Copyright Protection: The County understands and agrees that all *McGrath Courses and Workshops* and their accompanying written training materials are copyright protected under Federal law. No part of the content of this training may be reproduced in any form or manner, including but

not limited to photocopying, recording, videotaping, and/or converting to electronic or digital format, without express written permission from McGrath.

7. No Resale: The County understands that they are prohibited from delivering all *McGrath Courses and Workshops,* in part or in whole, to any person or persons and agrees to abide by this restriction. The County acknowledges that the restriction stated above is reasonable and is intended to preserve Contractor's reputation and legitimate business interest in maintaining the integrity of all *McGrath Courses and Workshops.* The County is not authorized to sell, lease or transfer the written training materials, or any portion thereof, to individuals or other organizations, either within or outside of the County, for commercial gain or for any other purpose. Violation of these terms and conditions shall constitute a breach of this Contract and/or violation of Federal copyright laws.

8. Participants and Guests: For the purpose of promoting the business interest of McGrath, it reserves the right to invite guests from other organizations, to either participate in or observe the course at the County. McGrath will be responsible for providing workshop information to all additional participants/guests and will provide materials as provided for under separate contract with these participants/guests.

9. Independent Contractor Status: In rendering the aforesaid services, it is mutually understood and agreed that McGrath shall at all times be acting and performing as an Independent Contractor and not as an employee of the County.

10. Tax Payments: All payments to McGrath pursuant to this Contract will be reported to Federal and State taxing authorities as required. The County will not make any deduction nor withhold any sums from compensation payable to McGrath. McGrath Training Systems' Federal Employer Identification Number is 77-0359199

11. Binding Agreement: This Agreement is a binding agreement. By the signature of its authorized representative below, the County acknowledges that it has read and understood this Agreement and agrees to be bound by its terms and conditions.

12. Severability of Provisions: If any provision or provisions of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or be impaired thereby.

13. Waiver: The failure of the parties to enforce any provision of this contract shall not constitute a waiver by the parties of that or any other provision.

14. Merger Clause: This agreement constitutes the entire agreement between the parties regarding the contracted services described above. It replaces any and all previous contracts,

whether verbal or in writing, between the parties regarding said services. No waiver, consent, modification, or change of terms of this agreement shall bind either party unless in writing and

signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. There are no understandings, agreements or representations, oral or written, not specified herein regarding this agreement. The parties, by the signatures below of their authorized representatives, hereby acknowledge that they have read this agreement, understand it, and agree to be bound by its terms and conditions.

15. No Transfer: Each of the parties hereto represents that there has been, and there will be, no transfer or assignment of any interest in the services to be provided hereunder.

16. Governing Law: This Contract shall be governed by, and construed in accordance with, the laws of the State of Iowa.

IN WITNESS WHEREOF, this Contract has been executed by the parties on the date and year first written above.

McGRATH TRAINING SYSTEMS	**Woodbury County Board of Supervisors**
Mary Jo McGrath	BY:_____
Mary Jo McGrath	Name:_____
Chief Executive Officer	Title:_____
September 17, 2015	Date: _____

McGrath Training Systems - Federal Employer Identification Number: 77-0359199

#15b

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S)

Date: September 25, 2015

Weekly Agenda Date: September 29, 2015

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Mark Monson

SUBJECT: True-Speak Foundations Course

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM: Approval of Multi-Year Contract and Succeed with True-Speak Site License with McGrath Training Systems

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED / PROPOSED MOTION: Motion to approve Multi-Year contract and Succeed with True-Speak Site License with McGrath Training Systems.

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

McGRATH
TRAINING SYSTEMS
631 N. Milpas Street, Santa Barbara, CA 93103
Telephone: 800-733-1638

Contract # 15-071
Date: Sept. 24, 2015

Multi-Year Contract and SUCCEED with TRUE-SPEAK Site License

RECITALS

1. The Woodbury County Board of Supervisors is called "County" herein.

2. McGrath Systems, Inc. dba McGrath Training Systems (called "McGrath" herein) is in the business of creating valuable leadership, culture enhancement, legal- and compliance-based training for executives, administrators, managers, supervisors and public employees. The company conducts workshops and seminars, creates written works, video/DVDs, CDs, and internet-based training materials, copyrighted in the name of Mary Jo McGrath. These works shall herein be referred to as the "McGrath Copyrighted Works."

3. Particularly, McGrath has acquired and developed certain know-how, expertise and experience related to the management, communication with, supervision, evaluation and documentation of employees, and the effectiveness of managers, supervisors and evaluators, known as the McGrath SUCCEED with TRUE-SPEAK System curriculum. Included in the curriculum, among other things, are: the approximately 16 instructional-hour McGrath SUCCEED with TRUE-SPEAK Foundations Course, the McGrath TRUE-SPEAK® Standard Tool, and the McGrath TRUE-SPEAK® Template Tool. The curriculum and tools are herein after collectively referred to as the "SUCCEED with TRUE-SPEAK® System" or "Program."

4. The County desires to enter into a license to provide direct instruction in the McGrath SUCCEED with TRUE-SPEAK® Foundations Course, which is part of the McGrath SUCCEED with TRUE-SPEAK® System. To further this intent, McGrath will provide training and assistance to prepare, enable and certify individuals to be designated as McGrath Certified Local SUCCEED TRUE-SPEAK® Instructors (called "SUCCEED Instructors" herein) by McGrath. These individual(s) will be selected by the County from its current employees and will function under the license granted by McGrath to the County to deliver the SUCCEED with TRUE-SPEAK Foundations Course.

AGREEMENT

THIS AGREEMENT is made and entered into as of the 24th day of September 2015 by and between McGrath and the County, as follows:

1. Grant of License: Upon execution of this Agreement by the parties, McGrath grants a Multi-Period License to the County, under the terms and conditions specified herein. The aforementioned license authorizes the County to use the following proprietary materials to conduct the McGrath SUCCEED with TRUE-SPEAK Foundations Course in accordance with instruction received from McGrath:

A. Program Instructor Outlines,

B. McGrath SUCCEED with TRUE-SPEAK Foundations Course and Instructor Manual,

C. Multi-media resources, including the SUCCEED Online Support and the TRUE-SPEAK® Cue Card; and,

D. Individual Participant User License for the program. The County must purchase materials separately from McGrath for each participant (See Schedule A).

2. Multi-Period Site License Fee and Minimum Training Goal:

A. The total license fee for this Multi-Period Site License is $1,000.00, to be paid in four installments of $250.00. (See Schedule A below). The $250.00 Period-One fee is due upon signing of this Agreement, without prorating for time less than 12 months. Site License fees for subsequent Periods are due by July 1st of each successive period, payable to McGrath by July 15th of that Period. At contract expiration, terms must be renegotiated for continued licensure.

B. To qualify as a licensed provider of the Program under the terms of a Multi-Period Agreement, the County must agree to a Minimum Training Goal of participants trained per year by the County. The specific Minimum Training Goal for the County per this Agreement is found in Schedule A.

3. Training Specifications: McGrath grants permission, subject to the terms of this Agreement, for the County, to train the Programs to groups as follows:

A. To conduct such instruction to groups of less than 30 participants at any one time. The limitation on group size is to maintain the quality of program delivery. The size of the group may be expanded with the written permission of McGrath.

B. The County may only use its own SUCCEED Instructors to conduct such instruction and only to its County employees without the express permission in writing from McGrath to train individuals from outside the organization.

C. The County agrees not to provide any follow up programs, mentoring or other services related to the McGrath SUCCEED with TRUE-SPEAK® System except in conjunction with McGrath Training Systems, using authorized materials.

4. SUCCEED with TRUE-SPEAK® Training of Trainers (TOT) Program: To operate as a licensed provider the County must develop from among its management staff a minimum of one SUCCEED Instructor who will train County participants in the Foundations Course. The nominated SUCCEED Instructor Candidate must participate in the McGrath Instructor Certification Program, known as the Training of Trainers (TOT), hereinafter called "TOT Program."

A. To qualify for and successfully complete the TOT Program, the nominated SUCCEED Instructor Candidate must meet the prerequisites and perform the following acts:

i. Have Human Resources and/or department-level administrative or supervisory experience (or the equivalent of such experience);

ii. Complete the 2-day McGrath SUCCEED with TRUE-SPEAK® Foundations Course.

iii. Have experience and success in conducting training and/or professional development;

iv. Attend a SUCCEED with TRUE-SPEAK® TOT Program, delivered in two parts:

a. 3 consecutive days (TOT Session One),

b. Followed by designated follow-up training/s, 90 to 180 days later, via the Internet, and

v. Conduct unsupervised "student teaching" between Sessions One and the follow-up session/s.

a. To be Certified each SUCCEED Instructor Candidate is to deliver the McGrath SUCCEED with TRUE-SPEAK® Foundations Course to a group of at least five (5) participants during the student teaching phase of the TOT Program between sessions One and Two.

b. The Participant User Licenses and Materials needed for the student teaching are included in the County Minimum Goal for Period-One and purchased under the terms specified in paragraph 9-B below.

B. Under a Multi-Period License Agreement with the required Minimum Training Goal, the tuition and materials fee for the TOT Program is $3,000 per person (exclusive of the student teaching Participant User Licenses and Materials needed). (See Schedule A.) A recertification fee of $2,000 is required for each Local SUCCEED Instructor for a new 4-Year Period Contract period. Attendance at a currently scheduled TOT Program is required for recertification but may be waived by McGrath.

i. Each Local SUCCEED Instructor Candidate will be furnished with a SUCCEED with TRUE-SPEAK® Instructor Manual, a TRUE-SPEAK® Cue Card, and a Participant Manual.

ii. The County pays travel and lodging expenses related to the TOT program for its employees.

C. McGrath reserves the right to decline certification to anyone it determines is not suitable or who is not sufficiently prepared to conduct the Program. The TOT Program training fee will not be returned, but the candidate may go through the course one additional time at no charge within 18 months of this Agreement.

D. A Local SUCCEED Instructor is not qualified or authorized to train new Certified SUCCEED Instructors. McGrath does not grant and expressly reserves the right to be the sole certification source of any local Certified SUCCEED Instructor.

5. Recertification of SUCCEED Instructors: At the completion of this Agreement, continued County licensure will require recertification of the Local SUCCEED Instructors by McGrath.

6. Disclaimer Provision: It is understood and will be relayed to all participants in the Training of Trainers Program and in any McGrath SUCCEED with TRUE-SPEAK® course that the information contained therein is general in nature and not intended as legal advice or intended to replace professional legal advice.

7. Binding Agreement: This Agreement is a binding agreement. By paying the first installment of the License Fee on Schedule A, the County acknowledges having read and understood this Agreement and agrees to be bound by its terms and conditions.

8. Shipping and Handling:

A. The County is responsible for payment of the shipping costs for all SUCCEED with TRUE-SPEAK® Foundations Instructor and Participant Materials ordered. Unless otherwise requested by the County, shipping will be by standard ground transport service.

B. To ensure delivery of materials on time, at standard ground shipping rate, the County will notify McGrath of all scheduled SUCCEED with TRUE-SPEAK® Foundation Courses 30 days in advance of the commencement of the training.

10. Copyright Restrictions: The County must order a Participant User License and Materials for any person who attends the McGrath SUCCEED with TRUE-SPEAK Foundations Course. The Local SUCCEED Instructor will notify all participants in the McGrath SUCCEED with TRUE-SPEAK® Foundations Course that the material is copyrighted and that they may not, under any circumstances, duplicate any part of the materials, including electronic or digital replication. All attendees are required to sign the provided Copyright Protected Statement, which stipulates that the material is copyrighted and they may not make copies by any means for any use.

11. McGrath TRUE-SPEAK® Online Support Subscriptions: McGrath provides an online resource known as McGrath SUCCEED TRUE-SPEAK Online for the use of participants following the McGrath SUCCEED with TRUE-SPEAK Foundations Course. The SUCCEED TRUE-SPEAK Online subscriptions for all participants will commence at their SUCCEED with TRUE-SPEAK Foundations Course login and end at the expiration of the first year of the Multi- Period Agreement with the County The County has the option to pay for the participants' subscription after the first year of the subsequent Periods of this Agreement. At the end of the current Agreement, if the County does not enter a new Multi-Period Agreement, subscribers will be invited by McGrath to purchase an individual subscription to continue their SUCCEED TRUE-SPEAK Online Support.

12. Workshop Registration: The County will be responsible for arranging all McGrath SUCCEED with TRUE-SPEAK® Foundations Courses; enrolling the participants, coordinating their registration and attendance, providing the facility and refreshments, and issuing Certificates of Completion to the participants.

13. Graduate Credit: Attendees will be informed by the Local SUCCEED Instructor that graduate credit is available for completion of the SUCCEED with TRUE-SPEAK® Foundations Course from Baker University (1 credit - Course EDC5043). Proper forms will be available to the School District upon request of McGrath.

14. Termination for Unsatisfactory Performance or Conduct: McGrath may terminate Local SUCCEED Instructors certification based on persistent unsatisfactory performance or the misconduct of the Local SUCCEED Instructor, in the arrangement for or delivery of the SUCCEED with TRUE-SPEAK® Foundations Course or any session related to the McGrath SUCCEED System.

15. Restrictions on Local SUCCEED Instructors:

    A. When a Local SUCCEED Instructor is no longer employed by the County and wishes to continue to train the McGrath SUCCEED with TRUE-SPEAK® Foundations Course, that individual must contact McGrath immediately and independently negotiate a separate license agreement with McGrath before they are authorized to train.

    B. The provisions applying to the ownership and non-disclosure of the McGrath Copyrighted works and the McGrath SUCCEED with TRUE-SPEAK® System will remain in effect even after expiration or termination of this Agreement.

17. No Resale or Transfer: Payment of the License Fee and/or the materials fees does not constitute a purchase of the intellectual property rights associated with the Copyrighted McGrath Materials and/or the McGrath SUCCEED with TRUE-SPEAK® System.

    A. Further, the right of the County and/or Local SUCCEED Instructor to use said materials is not transferable. The County and/or Local SUCCEED Instructor is not authorized to sell, lease or transfer the McGrath Copyrighted Materials, Participant manuals, or McGrath S U C C E E D w i t h TRUE-SPEAK® System, or any portions thereof, to individuals or other organizations for commercial gain or for any other purpose.

    B. The County and/or Local SUCCEED Instructor agree not to incorporate McGrath materials, videos, exercises, or concepts into any training that is not delivered under the auspices of McGrath without the express written consent of McGrath.

    C. Violation of these terms and conditions shall constitute a breach of this agreement and/or violation of State and Federal copyright laws.

18. Relationship of Parties: It is understood and agreed that McGrath and the County are separate entities engaged in independent businesses and, except as provided herein, each shall bear all the costs and expenses incurred in the performance of their respective duties under this Agreement. Neither McGrath nor the County nor any respective agent or employee of either, including the Local SUCCEED Instructor, shall be regarded as an agent or employee of the other party to this Agreement. Neither party to this Agreement shall have the right or authority to make any promise, guarantee or representation or to assume, create or incur any liability or other obligation of any kind, expressed or implied, against or in the name of or on behalf of the other.

19. Schedule A: The following Schedule A summarizes the required minimum quantities purchased under this Multi-Period Agreement with the associated costs.

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Schedule A of 4-Year Contract

			Period - 1	Period - 2	Period – 3	Period - 4
SUCCEED with TRUE-SPEAK® Foundations Training			30	0	0	0
McGrath TRUE-SPEAK® Instructors – Trained previously			0	0	0	0
Minimum Training Goal (invoice based on actual ordered materials) Participants to be trained by Local SUCCEED TRUE-SPEAK Instructors			**5**	**5**	**5**	**5**
	Standard Pricing	**Multi-Period Pricing**	**Period 1 7-1-15 to 6-30-16**	**Period 2 7-1-16 to 6-30-17**	**Period 3 7-1-17 to 6-30-18**	**Period 4 7-1-18 to 6-30-19**
SUCCEED with TRUE-SPEAK Foundations Course conducted by McGrath Training Systems	$495		12,000 + expenses	0	0	0
TOT Program to become a Certified Local SUCCEED TRUE-SPEAK® Instructor Includes: Instructor Manual, TRUE-SPEAK Cue Card, Participant Manual, SUCCEED Online for Period 1		$3,000 per new person $2,000 to recertify after 4 years	3	0	0	0
SUCCEED Online Support — Yearly Renewal for Instructors (TOT Instructors trained in Period-One receive SUCCEED TRUE-SPEAK Online Support)	1 Instructor for County 2014-2015 through 2017-2018	$40 per person per year	$0	$120	$120	$120
Annual Site License Fee		$250 per Yearly	$250	$250	$250	$250

SUCCEED with TRUE-SPEAK Participant User License & Materials - instructed in SUCCEED with TRUE-SPEAK Foundations by Local SUCCEED Instructor Includes: Participant Manual, TRUE-SPEAK Cue Card, TRUE-SPEAK Online 1st year	Based on Minimum of 5 – Actual participants trained will be billed each period	$195 per person	Minimum Participants 5 @ $195 975	975	975	975
SUCCEED w/ TRUE-SPEAK Online Yearly Subscription - Participants trained receive TRUE-SPEAK Online Support subscription for 1 year		$40 per person after initial year	0	Per order	Per order	Per Order
Total Minimum Fees						

21. Mediation and Arbitration Clause: Should any dispute arise between the parties hereto, related to this Agreement of the rights or duties of either party hereto, or the transactions contained herein, then the parties will confer in good faith in an attempt to agree on a mediator within ten (10) days from the request of either party to the other to do so and they will engage in the process of mediation in good faith. The parties will share the expense of the mediator equally. If the dispute is not resolved, or if the parties are not able to agree on a mediator within twenty (20) days, then the dispute will be settled by binding arbitration upon the written notice of either party to the other requesting arbitration. In the event that the parties cannot agree upon an Arbitrator within 30 days, then either party may petition the Superior Court for the appointment of an Arbitrator. The Arbitrator will hold the arbitration under the rules of the organization of which the Arbitrator is a member, or as agreed by the parties and if there is no agreement, as ordered. The arbitrator may apportion the costs and expenses of the arbitration proceeding, including counsel fees and arbitrator fees, between the parties in such manner as the arbitrator deems just. The decision of the Arbitrator is final and binding on both parties for any and all purposes, and judgment upon and enforcement of the award may be obtained in the court having jurisdiction.

22. Severability of Provisions: If any provision or provisions of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

23. Waiver: The failure of the parties to enforce any provision of this contract shall not constitute a waiver by the parties of that or any other provision.

24. Merger Clause: This Agreement constitutes the entire agreement between the parties and replaces any and all previous contracts, whether verbal or in writing, between the parties. No waiver, consent, modification, or change of terms of this Agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. There are no understandings, agreements or representations, oral or written, not specified herein regarding this Agreement. The parties by the signatures below of their authorized representatives, hereby acknowledge that the parties have read this Agreement, understand it, and agree to be bound by its terms and conditions.

25. Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the State of Iowa. IN WITNESS WHEREOF, this Agreement is executed by the parties on the date here written,

September 24, 2015

McGrath Training Systems
Tax ID. # 777-0359199

Woodbury County Board of Supervisors

Signature

Signature

Mary Jo McGrath

Name: _____

Chief Executive Officer

Title: _____

#16

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

Date: September 24, 2015

Weekly Agenda Date: September 29, 2015

DEPARTMENT HEAD / CITIZEN: Board of Supervisors as Drainage District Trustees.

SUBJECT: **Discussion of Orton Slough Ditch Tax Levy – Allow installment payments of assessments**

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒
Consideration X		

WORDING FOR AGENDA ITEM: Discussion of Orton Slough Ditch tax assessment-Approve installment payments

EXECUTIVE SUMMARY: The county board of supervisors has heard concerns from landowners in the Orton Slough Drainage District concerning the FY 2015-16 drainage district taxes. The taxes as assessed cover expenses already accrued on behalf of the district. Warrants for engineering work were issued in FY 2014-15 and are due for payment. A contract for improvements to the existing 20" tile system has been let to contract and is underway. A contract for engineering work to acquire a drainage ditch easement and improve the ditch from the RR right of way to the main Orton Slough intake is also underway. The drainage taxes are higher than in years past and the Board of Supervisors has the option of allowing assessments in excess of $500.00 to be paid in installments.

BACKGROUND: The Woodbury Board of Supervisors serves as trustee for the Orton Slough Drainage District. The Board approved drainage district levies for the Orton Slough Drainage District on June 2, 2015. The total levied against the district was $61,000 for FY 2015-16. The total covers the following expenses:

$24,320.39 - outstanding warrants for engineering of district improvement project *
$32,250.00 – contract work for tile system maintenance by L. A. Carlson
$ 3,929.61 - Engineering work for ditch cleaning project from RR to main intake.
$60,500.00 total

*Project dropped at request of landowners.

FINANCIAL IMPACT: The drainage district taxes assessed are a pass through the county budget. Drainage district taxes are levied against land within the district and due from those landowners. Warrants do accrue interest for the warrant holder at a simple 5% interest rate.

RECOMMENDATION: Recommend approval of a motion to allow installment payments of drainage district assessments.

ACTION REQUIRED/MOTION PROPOSED: Motion to approve allowing Orton Slough Drainage District landowners to pay their drainage district taxes in installments as allowed in Chapter 468.57(1), 468.57(1b) and 468.57(2) of the Code of Iowa.

#179

SEPTEMBER 22, 2015 — MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS AS T
DRAINAGE DISTRICTS IN WOODBURY COUNTY

The Board of Supervisors met on Tuesday, September 22, 2015 as Trustees for Drainage Districts in W County. Board members present were Clausen, Taylor, Monson, Ung and Smith. Staff members present were Karen James, Board Administrative Coordinator, Joshua Widman, Assistant County Attorney, Mark Nahra, County Engineer's Office, Dennis Butler, Finance/Operations Controller and Patrick Gill, Auditor/Clerk to the Board.

The Board called to order a Drainage District Trustee meeting.

Discussion of the current levy set on the Upper Wolf Creek Drainage District land owners.

The Drainage District meeting was adjourned.

#17b

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: September 24, 2015

Weekly Agenda Date: September 29, 2015

DEPARTMENT HEAD / CITIZEN: Board of Supervisors as Drainage District Trustees.

SUBJECT: **Discussion of Upper Wolf Creek Ditch Tax Levy – Report and Recommendation for Action**

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒
Consideration X		

WORDING FOR AGENDA ITEM: Discussion of Upper Wolf Creek Drainage Ditch tax assessment-Report and Recommendation for Action.

EXECUTIVE SUMMARY: The county board of supervisors has heard concerns from landowners in the Upper Wolf Creek Drainage District concerning the FY 2015-16 drainage district taxes. The taxes as assessed cover expenses already accrued on behalf of the district. Warrants for cleanout and restoration work were issued in FY 2014-15 and are due for payment.

BACKGROUND: The Woodbury Board of Supervisors serves as trustee for the Upper Wolf Creek Drainage District. The Board approved drainage district levies for the Upper Wolf Creek Drainage District on June 2, 2015. The total levied against the district was $51,000 for FY 2015-16. The total covers the outstanding warrants for district repairs conducted in 2015. The Board asked the County Engineer and County Attorney's office to review the work, the levy and make a recommendation in response to the complaints received.

FINANCIAL IMPACT: The drainage district taxes assessed are a pass through the county budget. Drainage district taxes are levied against land within the district and due from those landowners. Warrants do accrue interest for the warrant holder at a simple 5% interest rate.

RECOMMENDATION: Pending discussion of report (to be filed prior to board meeting)/

ACTION REQUIRED/MOTION PROPOSED: Optional proposed motions to be included in the report..

#7c

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC

Date: September 24, 2015

Weekly Agenda Date: September 29, 2015

DEPARTMENT HEAD / CITIZEN: Board of Supervisors as Drainage District Trustees.

SUBJECT: **Discussion of Upper Wolf Creek Ditch Tax Levy – Allow installment payments of assessments**

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☒
Give Direction ☐	Other: Informational ☐	Attachments ☒
Consideration X		

WORDING FOR AGENDA ITEM: Discussion of Upper Wolf Creek Drainage Ditch tax assessment-Approve installment payments

EXECUTIVE SUMMARY: The county board of supervisors has heard concerns from landowners in the Upper Wolf Creek Drainage District concerning the FY 2015-16 drainage district taxes. The taxes as assessed cover expenses already accrued on behalf of the district. Warrants for cleanout and restoration work were issued in FY 2014-15 and are due for payment. The drainage taxes are higher than in years past and the Board of Supervisors has the option of allowing assessments in excess of $500.00 to be paid in installments.

BACKGROUND: The Woodbury Board of Supervisors serves as trustee for the Upper Wolf Creek Drainage District. The Board approved drainage district levies for the Upper Wolf Creek Drainage District on June 2, 2015. The total levied against the district was $51,000 for FY 2015-16. The total covers the outstanding warrants for district repairs conducted in 2015.

FINANCIAL IMPACT: The drainage district taxes assessed are a pass through the county budget. Drainage district taxes are levied against land within the district and due from those landowners. Warrants do accrue interest for the warrant holder at a simple 5% interest rate.

RECOMMENDATION: Recommend approval of a motion to allow installment payments of drainage district assessments.

ACTION REQUIRED/MOTION PROPOSED: Motion to approve allowing Upper Wolf Creek Drainage District landowners to pay their drainage district taxes in installments as allowed in Chapter 468.57(1), 468.57(1b) and 468.57(2) of the Code of Iowa.

#18

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

Date: 9/24/15

Weekly Agenda Date: 9/29/15

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: David Gleiser, Rural Economic Development Director

SUBJECT: Comprehensive Planning Request for Proposals (RFP)

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☐
Give Direction ☒	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM: Information on Concept of Project for Comprehensive Planning in Rural Woodbury County.

EXECUTIVE SUMMARY: The Rural Economic Development Department has drafted an RFP for qualified planning consultants to prepare Comprehensive Plans for the incorporated cities in rural Woodbury County. These plans will create a framework for the development of future public policy, particularly in the area of future land use, infrastructure, and economic development.

BACKGROUND: Many rural cities in Woodbury County have outdated Comprehensive Plans, or they do not have one at all. At one time in the 70's, Woodbury County paid to have Comprehensive Plans conducted for all of the cities in the County. As the Rural Economic Development Department's overarching objective is to provide support for growth and prosperity and to enhance the overall quality of life in Woodbury County, the Rural Economic Development Department seeks to assist the rural cities with obtaining Comprehensive Plans for each of their respective communities.

FINANCIAL IMPACT: Unknown at this time.

RECOMMENDATION: Allow the Department to continue working on concept of project.

ACTION REQUIRED / PROPOSED MOTION: Provide feedback on concept and draft RFP.

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

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

Introduction

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

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

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

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

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

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

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

Overview of Cities

Listed below are the rural cities in Woodbury County that currently need a new or updated Comprehensive Plan:

City	Population	Status of Comprehensive Plan
1. Anthon	565	2004
2. Bronson	322	-
3. Correctionville	821	2008
4. Cushing	220	-
5. Danbury	348	-
6. Hornick	225	-
7. Lawton	908	1970
8. Moville	1618	2013
9. Oto	108	-
10. Pierson	366	1974
11. Salix	363	Currently In Progress
12. Sergeant Bluff	4277	Currently In Progress
13. Sloan	973	-
14. Smithland	224	-

Project Area and Timeframe

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

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

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Scope of Services

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

1. Initial meeting with the Rural Economic Development Director and Rural City Mayors and City Clerks to review the project schedule, schedule meetings and begin the process of data acquisition for each rural city (City).

2. Obtain existing plans, maps and other documents relevant to the project.

3. Schedule and conduct meetings with appropriate elected and appointed officials. These meetings should include the City Council, Planning & Zoning Commission, and various City Staff members. The purpose of these meetings will be to obtain input and guidance as it relates to the Comprehensive Plan process.

4. Schedule and conduct public meetings and topic-specific focus groups as necessary.

5. Conduct a community asset mapping and visioning session for the development of a vision statement and goals and objectives for the future growth of the City.

6. Identify issues/needs, and develop goals, objectives and implementation strategies.

7. Prepare draft topical document sections for City Staff review.

8. Make periodic reports to the City Councils and Rural Economic Development Director.

9. Deliver presentations at public hearings to secure adoption of the Plan for each City.

10. Key-sections of the Comprehensive Plan that MUST be included:

- **Executive Summary** – Concise summary of the information contained in the Plan.

- **Introduction** – Provide an introduction to the Plan, a brief look at the history of the City, and include pertinent information relating to the City and the planning process.

- **Community Profile and Analysis** – Present population trends and projections, demographic characteristics, household information, income and education levels, revenues and expenditures of the City and current conditions of the community.

- **Community Vision** – Develop vision statement along with goals and objectives.

- **Housing** – Assess the current condition of the housing stock available within the City. Describe housing characteristics (physical/financial) and housing market

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

- **Public Infrastructure and Utilities** – Provide an overview of current public infrastructure, utility accommodations and capacities. Include water and sewage management, electricity, natural gas, and telecommunications. Identify issues/needs and establish goals and objectives addressing future infrastructure improvements and funding sources.

- **Land Use and Zoning Ordinances** – Provide current land use map and develop a future land use map along with development growth pattern projections. Include zoning ordinances and annexation policies. Address natural resources and sensitive land use areas. Identify issues/needs, and establish goals and objectives.

- **Community Facilities and Services** – Address the provision of shared private and public facilities services. Provide information on protective services, education, health and social services, parks and recreation, and arts and culture. Identify issues/needs, and establish goals and objectives.

- **Economic Development** – Assess past and current labor force conditions and employment trends of the City. Describe commuting patterns, and existing businesses and vacancies. Identify issues/needs, and establish goals and objectives related to the coordination of growth and development decisions within the City.

- **Transportation** – Assess major thoroughfares, roads and streets, sidewalks, railroads, and airports. Develop transportation connectivity plans in conjunction with future land uses and development. Identify issues/needs, and establish goals and objectives.

- **Implementation and Administration** – Identify how the plan will be implemented to achieve the community's vision.

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

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

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

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End Product

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

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

Existing Plans

Existing Comprehensive Plans will be made available to the consultant.

Citizen/Business Community Participation

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

Client Responsibilities

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

Submission Requirements

In order to be considered, the qualifications and bid must be received by the Rural Economic Development Director on or before 5:00pm, Friday, _____, 20___.

All proposals must be in a sealed envelope marked:

REQUEST FOR PROPOSALS
COMPREHENSIVE PLANNING SERVICES
ATTN: DAVID GLEISER

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

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

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2. A detailed theoretical timeline for the completion of the project, including specific areas of concentration (i.e. background documentation, demographic analysis, redevelopment areas, public meetings etc.)

3. A statement of qualifications, relevant experience and key personnel who will be responsible for the execution of this project, including qualifications of any sub-consultants named in the proposal. This may include addendum copies of past projects.

4. A list of three (3) professional references with mailing address, email address and phone numbers.

5. A detailed cost breakdown of the project.

6. The name, title, mailing address, email address, and telephone number of the individual authorized to negotiate and contractually bind the company during the period of the proposed evaluation.

7. A statement that the proposal is binding for not less than 60 days after the proposal due date.

8. List, by partner and staff level, hourly billing rates to be charged should the County expand the scope of the project or require additional services.

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

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

Selection Process
The deadline for submission of proposals is on or before 5:00pm, Friday, _____, 20___.

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

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

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

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

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

Compensation

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

Contact Information

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

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

Reservation of Rights

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

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#19

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: __September 24, 2015_____

Weekly Agenda Date: _September 29, 2015__

DEPARTMENT HEAD / CITIZEN: _____Supervisor Jeremy Taylor_____

SUBJECT: **Newest Spreadsheet on Potential Tax Relief for Woodbury County**

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☐
Give Direction ☐	Other: Informational ☒	Attachments ☐

WORDING FOR AGENDA ITEM: Potential Property Tax Relief for Woodbury County Residents

EXECUTIVE SUMMARY: I asked Dennis Butler ahead of our rural town meeting in Cushing to put together a spreadsheet that best delineated the potential property tax relief from CF Industries revenue given their minimum assessment agreement. Despite the 2050 Vision Plan not having formal adoption, the plan does discuss 30-60% of funds for property tax relief and 40-70% of funds for potential tax increment financing of economic development projects

BACKGROUND: This spreadsheet shows the potential and gives the best transparency for residents to understand the implications of using TIF (tax increment financing) for economic development in a *limited, responsible, and reasonable* fashion. The 2050 Plan says that TIF can encourage and support creative projects to "retain existing jobs, create new good paying jobs, grow the tax base, eliminate blighted areas, and enhance the environment throughout the entire county." The Board has used the program to fund the CF Onsite / Entrance Road, AGP Road (Port Neal Circle), and the Dogwood Trail Project. However, it is evident that revenues are very limited until past 2019. Notice the 2020 numbers with approximately 60% of TIF revenue eligible to be released ($315,000) growing to nearly 100% ($6.6 million or $2.64 million for the county share) in 2029.

The spreadsheet shows the potential impact that property tax relief could have without the utilization of tax increment financing. We should also be cognizant of the long-term implications that the amount of TIF will have on the other taxing bodies, though the dollar leverage is certainly greater. This is information only but shows that we can still invest in both property tax relief, economic development projects (with limited TIF where it makes sense), and other improvements to quality-of-life to include economic development without the use of TIF. We also need to consider whether a program to help economic development out of local option sales tax structured similarly to this plan can help out in rural Woodbury County.

FINANCIAL IMPACT: None

RECOMMENDATION: None

ACTION REQUIRED: None

Woodbury County Current and Projected TIF Financing Plans

Liberty Park Urban Renewal Area Amended

Plan 1

Urban Renewal District Revenues		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Source	Business														
TIF	CF Industries	-	-	-	549,236	1,235,780	1,785,016	2,471,561	3,020,796	3,570,032	4,256,577	4,805,812	5,492,357	6,041,593	6,590,828
TIF	Rail to Road		33,295	33,295	33,295	33,295	33,295	33,295	33,295	33,295	33,295	33,295	33,295	33,295	33,295
TIF	Other TIF Revenues	33,766	33,766	33,766	33,766	33,766	33,766	33,766	33,766	33,766	33,766	33,766	33,766	33,766	33,766
TIF	Reimbursement from Sergeant Bluff*	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total TIF Revenues		33,766	67,061	67,061	616,297	1,302,841	1,852,077	2,538,622	3,087,857	3,637,093	4,323,638	4,872,873	5,559,418	6,108,654	6,657,889

Urban Renewal District Expenditures	Est. Int. Rate	Length of Bond	Project Cost	Type	Payment Schedule													
CF Industries Entrance Road (Rise) Est.	3.50%	13 Years	800,000	TIF	28,000	28,000	28,000	108,000	105,200	102,400	99,600	95,800	94,000	91,200	88,400	85,600	82,800	-
CF Industries On-Site Road			800,000	Rebate	-	-	-	200,000	200,000	200,000	200,000	-	-	-	-	-	-	-
AGP Road (Port Neal Circle) Est.	3.50%	13 Years	750,000	TIF	26,250	26,250	26,250	101,250	98,624	96,000	93,374	90,156	88,125	85,500	82,875	80,250	77,526	-
Dogwood Trail (Sgt. Bluff) Est.	1.60%	10 Years	801,000	TIF	12,800	26,250	12,800	92,800	91,520	90,240	88,960	87,680	86,400	85,120	83,840	82,560	83,560	-
Attorney Fees					15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Total TIF Expenditures					82,050	95,500	82,050	517,050	510,344	503,640	496,934	288,636	283,525	276,820	270,115	263,410	258,886	15,000
Revenues over Expenditures					(48,284)	(28,439)	(14,989)	99,247	792,497	1,348,437	2,041,688	2,799,221	3,353,568	4,046,818	4,602,758	5,296,008	5,849,768	6,642,889
Possible Property Tax Increment Release					(48,284)	(28,439)	(14,989)	99,247	792,497	1,348,437	2,041,688	2,799,221	3,353,568	4,046,818	4,602,758	5,296,008	5,849,768	6,642,889
% of TIF Revenues Released Based on Current Revenues and Obligations					0	-42.41%	-22.35%	16.10%	60.83%	72.81%	80.43%	90.65%	92.20%	93.60%	94.46%	95.26%	95.76%	99.77%

* This is an unknown number at this time.

Breakdown of Tax Entity FY 15-16														
Woodbury County	39.77%	(11,310)	(5,961)	39,471	315,176	536,273	811,979	1,113,250	1,333,714	1,609,420	1,830,517	2,106,222	2,326,453	2,641,877
Sergeant Bluff School	52.98%	(15,067)	(7,941)	52,581	419,865	714,402	1,081,686	1,483,027	1,776,720	2,144,004	2,438,541	2,805,825	3,099,207	3,519,403
WIT	2.89%	(822)	(433)	2,868	22,903	38,970	59,005	80,897	96,918	116,953	133,020	153,055	169,058	191,979
County Assessor	1.61%	(458)	(241)	1,598	12,759	21,710	32,871	45,067	53,992	65,154	74,104	85,266	94,181	106,951
Ag Extension	0.51%	(145)	(76)	506	4,042	6,877	10,413	14,276	17,103	20,639	23,474	27,010	29,834	33,879
Liberty Township	2.24%	(637)	(336)	2,223	17,752	30,205	45,734	62,703	75,120	90,649	103,102	118,631	131,035	148,801
State Levy	0.01%	(3)	(1)	10	79	135	204	280	335	405	460	530	585	664

This TIF District Sunsets in 2036.

Woodbury County Current and Projected TIF Financing Plans

Liberty Park Urban Renewal Area Amended

Plan 2

Urban Renewal District Revenues		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Source	Business														
TIF	CF Industries	-	-	-	549,236	1,235,780	1,785,016	2,471,561	3,020,796	3,570,032	4,256,577	4,805,812	5,492,357	6,041,593	6,590,828
TIF	Rail to Road		33,295	33,295	33,295	33,295	33,295	33,295	33,295	33,295	33,295	33,295	33,295	33,295	33,295
TIF	Other TIF Revenues	33,766	33,766	33,766	33,766	33,766	33,766	33,766	33,766	33,766	33,766	33,766	33,766	33,766	33,766
TIF	Reimbursement from Sergeant Bluff*	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total TIF Revenues		33,766	67,061	67,061	616,297	1,302,841	1,852,077	2,538,622	3,087,857	3,637,093	4,323,638	4,872,873	5,559,418	6,108,654	6,657,889

Urban Renewal District Expenditures																
						Payment Schedule										
Project Description	Est. Int. Rate	Length of Bond	Project Cost	Type												
CF Industries Entrance Road (Rise) Est.	2.50%	10 Years	800,000	TIF	23,200	23,200	23,200	183,200	178,560	173,920	169,280	164,640	-	-	-	-	-	-
CF Industries On-Site Road			800,000	Rebate	-	-	-	200,000	200,000	200,000	200,000	-	-	-	-	-	-	-
AGP Road (Port Neal Circle) Est.	2.50%	10 Years	750,000	TIF	21,750	12,000	21,750	171,750	167,400	163,050	158,700	154,350	-	-	-	-	-	-
Dogwood Trail (Sgt. Bluff) Est.	1.60%	10 Years	801,000	TIF	12,800	12,800	12,800	92,800	91,520	90,240	88,960	87,680	86,400	85,120	83,840	82,560	83,560	-
Attorney Fees					15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Total TIF Expenditures					72,750	63,000	72,750	662,750	652,480	642,210	631,940	421,670	101,400	100,120	98,840	97,560	98,560	15,000
Revenues over Expenditures					(38,984)	4,061	(5,689)	(46,453)	650,361	1,209,867	1,906,682	2,666,187	3,535,693	4,223,518	4,774,033	5,461,858	6,010,094	6,642,889
Possible Property Tax Increment Release					(38,984)	4,061	(5,689)	(46,453)	650,361	1,209,867	1,906,682	2,666,187	3,535,693	4,223,518	4,774,033	5,461,858	6,010,094	6,642,889
% of TIF Revenues Released Based on Current Revenues and Obligations					0	6.06%	-8.48%	-7.54%	49.92%	65.32%	75.11%	86.34%	97.21%	97.68%	97.97%	98.25%	98.39%	99.77%

* This is an unknown number at this time.

Breakdown of Tax Entity FY 15-16														
Woodbury County	39.77%	1,615	(2,263)	(18,474)	258,649	481,164	758,287	1,060,343	1,406,145	1,679,693	1,898,633	2,172,181	2,390,214	2,641,877
Sergeant Bluff School	52.98%	2,152	(3,014)	(24,611)	344,561	640,988	1,010,160	1,412,546	1,873,210	2,237,620	2,529,283	2,893,692	3,184,148	3,519,403
WIT	2.89%	117	(164)	(1,342)	18,795	34,965	55,103	77,053	102,182	122,060	137,970	157,848	173,692	191,979
County Assessor	1.61%	65	(92)	(748)	10,471	19,479	30,698	42,926	56,925	67,999	76,862	87,936	96,763	106,951
Ag Extension	0.50%	20	(28)	(232)	3,252	6,049	9,533	13,331	17,678	21,118	23,870	27,309	30,050	33,214
Liberty Township	2.24%	91	(127)	(1,041)	14,568	27,101	42,710	59,723	79,200	94,607	106,938	122,346	134,626	148,801
State Levy	0.01%	0	(1)	(5)	65	121	191	267	354	422	477	546	601	664

This TIF District Sunsets in 2036.

#20

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: September 25, 2015

Weekly Agenda Date: September 29, 2015

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Matthew Ung

SUBJECT: Why Woodbury County isn't loaning your tax dollars to private businesses

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☐
Give Direction ☐	Other: Informational ☒	Attachments ☒

WORDING FOR AGENDA ITEM: Reading of statement – "Why Woodbury County isn't loaning your tax dollars to private businesses"

EXECUTIVE SUMMARY: Low-interest loans are still alive and well in Woodbury County—through the much more efficient, and much more sizeable private sector operation known as Siouxland Economic Development Corporation (SEDC).

BACKGROUND: As a board member of SEDC, I requested a report detailing loan information in rural Woodbury County. The board of directors requests identifying information about their lenders be kept confidential, but I was encouraged to release aggregate numbers.

FINANCIAL IMPACT: See attachment.

RECOMMENDATION: Set political agendas aside, stay the course, and embrace smaller and smarter government.

ACTION REQUIRED / PROPOSED MOTION: N/A

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

Why Woodbury County isn't loaning your tax dollars to private businesses

County Supervisor Matthew Ung

In response to the public buzz and questioning, it's time to reiterate why Supervisor Taylor and I coordinated to end Woodbury County's low-interest revolving loan fund. I understand reasonable minds may disagree, which is why I'll pose only facts and honest questions. The three fundamental questions are: Should the county supervisors speculate with your tax dollars in giving low-interest (2%) loans to private businesses and their expansion projects that may have happened anyway? Should the county claim that we have "created jobs" when in fact we were the second or third interest on a loan with funding from other sources such as bank, private, and grant funding? Finally, should we characterize it as loan program to "mom and pop" small business, when the most recent recommendation was for a $4.675 million corporate expansion, of which the $200,000 loan request was 4% of the project? As Supervisor Taylor told Supervisor Smith during our hour of public debate in the Sept. 15th board meeting, "maybe my definition of a mom and pop is different than yours."

Most importantly (and most under-reported), should we continue to ignore the fact that there are still low-interest community loans available--that there is already a $2.5 million revolving loan program through the Siouxland Economic Development Corporation (SEDC)? I represent the Woodbury County Board of Supervisors on the SEDC as a director. In one monthly meeting I have voted to approve more loans and micro-loans to area businesses than Woodbury County did in five years. Research reveals SEDC has given out loans--below bank rates--to 45 small business in rural Woodbury County. These loans directly funded and administrated approach $7 million. By their actions since 1983, SEDC estimates they have retained 397 jobs, and created 278 jobs, in rural Woodbury County alone. Compare this to the county's loan program which has given out four loans in five years of existence, for a total of $359,000.

SEDC is funded by federal grants rather than your local taxes. SEDC has loan recommendation professionals, and is unique among other Certified Development Companies in that their beginnings were local, so their board of directors also includes local government representatives. They are guaranteed by the U.S. Small Business Administration, they act an intermediary for U.S. Department of Agriculture funding, and they even host free workshops on how to successfully get their low-interest loans. SEDC exists, that's the point.

Yet suddenly the county's loan program is our last great hope? I don't buy it. And let me respond to blunt criticism with a blunt observation. Misinformation is annoying, but misinformation spread under pretense is worse. At the Sept. 22 board meeting, a business owner revived his statements in 2009 that he may not continue to expand his business in Woodbury County, as he protested the elimination of our revolving loan program. The Sioux City Journal's Sept. 23 article said he had applied for a $200,000 loan from the county. Except he never did. I thank the Journal for correcting that falsehood when I brought it to their attention. But this notion that an application (let alone the intent to file one) automatically entitles someone to approval is problematic. And with limited funds available, it makes favoritism far too easy. Sergeant Bluff got half of the rural loans, and I'd bet most farther east wouldn't call Sergeant Bluff a "rural town." Would you, Danbury?

The charge that this is about taking the rural Local Option Sales Tax dollars for Sioux City and only Sioux City is an arrow shot indiscriminately and repeatedly by those who stood to personally gain from a 2% county loan. One of them came to the board saying she would never question our motives, but as I sat listening, I was reminded of her emails to the board days prior, when she did exactly that. The claim is false, and I'll keep my word to use those dollars in the rural community. I regret that this issue is being played out as some sort of competition, when the real message is that public entities like the county shouldn't compete with private entities.

And so the fundamental answer is that public funds should be used for the public good. Perhaps that means a frontage road, perhaps that means assisting cities with their own strategic planning, perhaps that means continuing to fund the county fair, and the budgets of county departments that interact most with the rural areas. Perhaps it means teaming up to a greater extent with operations like the Siouxland Initiative, which has supplied many leads and secured many major expansion projects already, for the good of all. Or perhaps it just means fixing more county roads and maintaining them better--something I've been contacted more about than any other issue in my first year on the board. I told critics at the Sept. 15 meeting that they would probably be surprised to know if a project benefits the public good I may be in support of the county contributing the money through a competitive grant process rather than loaning it--we don't need your 2%, and we're not a bank. In fact, loaning funds below any bank's rate represents a loss to the taxpayers funding the loan in the first place.

If the main criteria is to help business owners, wouldn't it make sense to offer them low-interest home loans? Who reading this wouldn't benefit from a 2% interest rate on part of their home loan? Should a county government with its own debt use your tax dollars to do this? Similar to nonprofit funding, it's a slippery slope that easily leads to conflicts of interest. The fact that exact topic was arguably the central campaign issue of the 2014 Supervisor elections is proof enough of the moral hazard. What happens if campaign donors get county loans, and others don't?

I sincerely feel sorry for the one business that had a pending application. Unfortunately, there is never a "good time" to end a government program, because there will always be one applicant in the pipe. The revolving loan fund wasn't a bad use of your tax dollars, it's just wasn't the best use. Smaller and smarter government is a popular campaign slogan, but I understand that actually implementing it is painful. Let's all help us go from better to best. Government doesn't always have the answer. It shouldn't. You should.

#21

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: __September 24, 2015_____

Weekly Agenda Date: _September 29, 2015__

DEPARTMENT HEAD / CITIZEN: _____Supervisor Jeremy Taylor_____

SUBJECT: **Economic Development for Rural Areas**

ACTION REQUIRED:

Approve Ordinance ☐	Approve Resolution ☐	Approve Motion ☐
Give Direction ☒	Other: Informational ☐	Attachments ☐

WORDING FOR AGENDA ITEM: Economic Development for Rural Communities from LOST funds

EXECUTIVE SUMMARY: Economic development in rural Woodbury County needs tools that can better be utilized by our communities. We have an obligation to give the very best tools to our communities because this funding mechanism was created by the Legislature to take sales tax revenue and further invest it in economic development.

BACKGROUND: As Woodbury County moves on to give communities the tools that they need to grow, the commitment on behalf of the Board is to economic development. Such funding proposals and mechanisms should have as a prerequisite a community plan that the county will ultimately pay for.

FINANCIAL IMPACT: To be determined

RECOMMENDATION: That a committee of 2 rural mayors, the Chairman and Board of Supervisors liaison to Economic Development, the Economic Development Director, and a representative from the Taxpayers' Research Conference craft a proposal for Board approval that could be fashioned after a grant program for truly making a difference out in rural Woodbury County. Such a program should be widespread, available to all communities, matching in nature, and take meetings (prior approval comprehensive plan) that as a foundation benefit whole communities. Part of the portfolio for such a plan could also include leveraging the Economic Development Department's ability to help procure grants (state and federal funding) and access to private capital.

ACTION REQUIRED: Information only

Director: Courtney M. Kay-Decker
Hoover State Office Building
Des Moines, Iowa 50319
www.iowa.gov/tax

Iowa Department of Revenue

SEP 25 2015 AM10:1

September 22, 2015

Chairperson, Woodbury County Conference Board

This shall serve as official certification from the Director that Julie Conolly, Woodbury County Assessor, has successfully completed the continuing education requirements for Iowa assessors as set forth in Iowa Code Section 441.8 (2015) and therefore is eligible for reappointment as Woodbury County Assessor.

cc: Julie Conolly, Woodbury County Assessor

Woodbury County Conservation Board

4500 Sioux River Road Sioux City, IA 51109-1657

Phone: 712/258-0838
Fax: 712/258-1261

Board Members:
Cindy Bennett
Suzan Boden
Don Dixon
Mark Taylor, D.O.
Christine Zellmer-Zant

Rick D. Schneider, Director
Mark Peterson, Deputy Director
Dawn Snyder, Education Director

Thursday October 1, 2015

MONTHLY MEETING AGENDA – 4:30 P.M.

Brown's Lake/Bigelow Park Shelter
722 Bigelow Park Road, Salix, IA 51052

- **Call to order / roll call** – quorum / open meeting compliance
- **Public comment / input** – this is an opportunity for the public to address any subject pertaining to Conservation Board business.

CONSENT AGENDA

C1. Approve minutes of the September 10, 2015 monthly meeting.

C2. Approve September 2015 claims and expenditures.

C3. Receive and place on file the September 2015 financial / budget report and the 1st Quarter FY 16 Reserve Fund Report.

C4. Acceptance of Gifts/Donations:
1. RBC Foundation USA – Core mission grant of $1,000
2. Polly Murphy – Monetary donation ($100) for snake adoption

REGULAR AGENDA

R1. Approve consent agenda. (Conservation Board)

R2. Discuss Curtin Timber expansion and determine offer for property. (Conservation Board)

R3. Approval of FY 15 Annual Report. (Schneider)

R4. Annual Conference review/comments. (Schneider)

R5. FY 16 Equipment Purchase. (Peterson)
1. Specifications for two new 2016 pickup trucks
2. Grant application for new boat dock facilities

"Conservation is everybody's business"

R6. Capital Improvement Projects Update (Schneider)

1. Nature Center – Scenic deck replacement and caulking completed
2. Stub Gray Shooting Range – Vault latrine needed
3. Southwood cabin development – Develop RFP

R7. Board member / staff reports – Board members and staff may report on meetings or activities that they have been involved with. (Board and staff)

1. Nature Center activities (Snyder)
2. Park activities (Peterson)
3. Administrative items (Schneider)
    a. FY 17 Budget Proposal

R8. Adjournment

CALENDAR OF EVENTS:

1. County Conservation Peace Officers training – October 5-7, 2015, Camp Dodge, IA
2. Dorothy Pecaut Nature Center 20th Anniversary Celebration – October 24, 2015
3. Conservation Board meeting – November 5, 2015, DPNC

WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.

DATE	Day	DAILY TOTAL	LEC	ELECTRONIC MONITORING	PRAIRIE HILLS	FEDERAL PRISONERS
9/19/15	Saturday	229	218	11	0	19
9/20/15	Sunday	231	204	11	16	19
9/21/15	Monday	193	182	11	0	19
9/22/15	Tuesday	201	190	11	0	19
9/23/15	Wednesday	199	188	11	0	20
9/24/15	Thursday	201	188	13	0	21
9/25/15	Friday	200	186	14	0	22
		1454	1356	82	16	139

24 HOUR DAILY COUNT

DATE	TOTAL	MALE	FEMALE
9/19/15	251	214	37
9/20/15	260	227	33
9/21/15	229	200	29
9/22/15	214	186	28
9/23/15	220	187	33
9/24/15	227	193	34
9/25/15	219	190	29
	1620	1397	223

*Highest population count each day