



WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

Date: May 10, 2016

Weekly Agenda Date: May 17, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Jeremy Taylor

WORDING FOR AGENDA ITEM: Chairman's Report

ACTION REQUIRED:

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

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

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

- A. Quarterly Labor-Management Meeting
- B. Rural Economic Development Committee Minutes
- C. Ag Expo Center
- D. Board Administration Mission Statements
- E. May 24th County Government Day

FINANCIAL IMPACT: None

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

Yes - No

RECOMMENDATION: Receive the information.

ACTION REQUIRED / PROPOSED MOTION: Receive the information.

Approved by Board of Supervisors April 5, 2016.

A. Quarterly Labor-Management Meeting: Woodbury County and CWA

Ed Gilliland and I had a very positive meeting with Communication Workers of America (CWA) on April 28. This is in relationship to the goal of having quarterly labor-management meetings. The goal is not to "open up the contract," or to get into bargaining items but to discuss issues that may help foster genuine communication and lessen friction. Todd Trobaugh and Justin Donaghu were there, and we met for just under an hour about three issues.

1. Prairie Hills Closure. There is concern about classroom space, SWAT training that is currently utilized on upper floors, and even K-9 training. This is also where the weight room is. The union feels that it is preferable with cost-sharing not only for their own training needs but also for troopers, US Marshals, and others to utilize. There are 2 classrooms that house 24/36 personnel for training needs.

I shared that we are keenly aware of the issue and we will look toward meeting the needs of that space. I reiterated that utilities and repairs would cost the County \$1.2 million over ten years and the space could not (unfortunately) be sectioned off due to piping, HVAC, structural issues, etc. We discussed the potential for the LEC retrofit to include space with the Clerk of Courts area freed up for other possible utilization. They shared the desire for an independent weight room, sound-proofing of training as they fire "sim" rounds (and parking issues that can come with it in the LEC location). There is potentially a possibility that the County could look into a stand-alone Morton building but those are all Board-actionable items and figures that would have to be part of a more comprehensive holistic discussion. I emphasized that the intention of closing Prairie Hills would be to do so in relationship with not only moving the Weekenders and Work Release but also to meet training needs.

2. Jail Issues and Climate Control. Concerns were shared about certain areas that were very hot and some very cold with venting being an issue as well. I discussed that we are looking at all of our building automation systems which are failed on the front ends. I then sent the attached e-mail to Building Services Director Kenny Schmitz.

3. Clarity of Paychecks. We discussed an issue related to the number of hours worked. Without any real impact on the number of hours worked, I have asked Ed to work with Jean Jessen and Doug Phillips on how this issue can be resolved simply to honor the contract while at the same time making it clear the number of hours being worked. We will keep the Board informed.

From: "Jeremy Taylor" <jtaylor@woodburycountyiowa.gov>
Date: May 9, 2016 at 12:13:08 AM CDT
To: "Kenny Schmitz" <KSCHMITZ@woodburycountyiowa.gov>
Subject: Jail Climate Control

Kenny,

Ed and I had a management-labor meeting with CWA. It was a very good and productive meeting, designed primarily to foster communication quarterly. We discussed three issues, and one was temperature/climate control in the jail.

The effect of irregularity can have an impact on inmate temperament, morale, and workplace environment.

I know that our building automation systems leave much to be desired and we are in the midst of upgrading these systems; however, I would like you to prioritize this among buildings when CIP for automation begins.

I will also ask that later we communicate a timeline. Upon project completion I would like to see if there is a difference as we hope this improvement contributes to a comfortable environment.

Thanks, Kenny.

Supervisor Jeremy Taylor
Chairman, Woodbury County

B. Rural Woodbury County Economic Development Committee Meeting Minutes

Please see below copious notes that Director David Gleiser took during our last meeting. This is related to the next item for information.

C. Ag Expo Center

I sent the following e-mail to Marty Dougherty and received his response back. I have also spoken to Dennis Butler about the potential of bonding outside of tax increment financing in a way that may be possible for a 501c3 and not incur any liability to County taxpayers. Please see e-mail below.

Mail Properties

Tuesday - May 10, 2016 4:49 PM

From: Marty Dougherty
To: Taylor, Jeremy
CC: Billings, Renae; Moore, Dan
Subject: Re: Ag Expo Center

Jeremy, since our phone conversation we had a good meeting with Gene and Dennis, and we also have scheduled a follow-up meeting with Dr. Murrell at Western Iowa Tech next Monday. We will continue to work to provide you with additional information on the legal, financing and operational questions we discussed, and we will certainly be available to present to the board at whatever date is most convenient. Again, thanks for your support and assistance.

>>> Jeremy Taylor 5/9/2016 10:52 PM >>>
Marty,
I am following up from our telephone conversation from the evening of May 4. You mentioned that you were meeting with Gene Lehman and Dennis Gann the next morning, May 5, as they were now back in town. You and I discussed the complexity of the utilization of tax increment financing when you mentioned that its legal use is dubious given the area is in a current city TIF, something that Bob Padmore had likewise mentioned. If you receive legal advice otherwise, let us know. We also appreciated receiving the updated Reinvestment District plans, something that was shared right away with all supervisors.

The time that is taken to digest these materials may give you all time as well to do something that I believe is key: finding a private management group with a proven track record for the management, knowing Western Iowa Tech's formal commitment to the Ag Expo Center, etc. Please keep us up-to-date on these developments.

I anticipate that sometime in the future, e.g. May 24 or 31, if details and developments have made their way into more formalization, we would welcome a presentation before the Board of Supervisors. I'm Cc'ing Councilman Moore in on this just to make sure to keep him in the loop as follow-up to our first conversation with the Siouxland Initiative wherein we shared our interest and desire to exercise due diligence while gathering information that we shared with the Board on April 26.

Respectfully,

Jeremy Taylor
Chairman, Woodbury County Board

D. Board Administration

I am working with Karen James, Heather Satterwhite, and Dennis Butler on mission statements and goals for this next year. Here are the mission statements, and I will share the goals as we get them.

Public Bidder

The Woodbury County Public Bidder provides responsive public service by giving opportunities to landowners to improve property and thereby increase the tax base and stewardship of land in Woodbury County.

Administrative Assistant

The Board Administration support the Woodbury County Board of Supervisors to engage the public in transparent, open meetings; responds effectively to staff with key communication to and from the Board of Supervisors in a safe and trusted environment; and supports citizens with excellent customer service.

Budget and Tax Analyst

The Mission of the Woodbury County Finance Department is to provide the most informative and accurate information for the Board of Supervisors and public to understand as it relates to the budgeting process, development of property taxes and financial status of Woodbury County. We strive to be courteous and helpful to all Woodbury County residents so they understand the financial operations of their county government.

E. Woodbury County Government Day

The following advertisements are playing thanks to Economic Development Director David Gleiser.

Woodbury County Finance Department Logic Model

Need	Service or Activity	Outcome	Outcome/Indicator*	Measurement Tool	Data Source, Data Collection Procedures, Personnel	Frequency of Data Collection and Reporting
<p>To improve the transparency and understanding of the budgeting process, development of property taxes and financial status condition of Woodbury County Government.</p>	<p>Separating the budget process into three categories: CIP requests, improvement requests and operating requests.</p> <p>Having earlier submission dates for all three categories.</p> <p>Publish the proposed FY budget and post on the County website.</p> <p>Monitoring cash reserves and budget estimates for revenues and expenditures.</p> <p>Tracking the cash reserves of the tax supported funds over a 15 year period</p>	<p>The public will better understand the financial process and the condition of the county.</p> <p>The Board of Supervisors will have more time to evaluate the budget information the finance department provides.</p>	<p>3 separate budget categories.</p> <p>Dec. 1st submission date for operating requests.</p> <p>October 1st submission date for CIP and improvement requests.</p> <p>Published/posted budget 10 days prior to the budget hearing date, no later than March 15th.</p>	<p>Revenue and expenditure reports.</p> <p>An audited Certified Annual Financial Report reporting the condition of the County.</p> <p>Cash fund balance report (15yr).</p>	<p>Sources of data will generated by the Auditor's Office, Treasurer's Office, and the Finance Director.</p> <p>Other County Department Directors will provide their pertinent information to the Finance Director.</p>	<p>Monthly reports on revenues and expenditures as it relates to the FY budget.</p> <p>An audited Certified Annual Financial Report that is prepared annually.</p> <p>Monthly cash fund balance report (15yr).</p>

MISSION STATEMENT

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