



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(JANUARY 28, 2025) (WEEK 5 OF 2025)**

Live streaming at:

<https://www.youtube.com/user/woodburycountyiowa>

Agenda and Minutes available at:

www.woodburycountyiowa.gov

Daniel A. Bittinger II
389-4405

dbittinger@woodburycountyiowa.gov

Kent T. Carper
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David L. Dietrich
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Mark E. Nelson
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Matthew A. Ung
490-7852

matthewung@woodburycountyiowa.gov

You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held January 28, 2025 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. Members of the public wishing to speak on an item must follow the participation rules adopted by the Board of Supervisors.

1. Please silence cell phones and other devices while in the Boardroom.
2. The Chair may recognize speakers on agenda items after initial discussion by the Board.
3. Speakers will approach the microphone one at a time and give their name and address before their statement.
4. Speakers will limit their remarks to three minutes on any one item and address their remarks to the Board.
5. At the beginning of 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. The Chair may also request delegates provide statements on behalf of multiple speakers.
6. Any concerns or questions which do not relate to a scheduled item on the agenda will be heard under the item "Citizen Concerns." Please note the Board is legally prohibited from taking action on or engaging in deliberation on concerns not listed on the agenda, and in such cases the Chair will request further discussion take place after properly noticed.
7. Public comment by electronic or telephonic means is prohibited except for a particular agenda item when approved by the Chair 24 hours before a meeting or by a majority of the board during a meeting for a subsequent meeting.

AGENDA

2:30 p.m. Joint Closed Session with LEC Authority {Iowa Code Section 21.5(1)(c)} **Dennis Butler Meeting Room**

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

1. Approval of the agenda Action

Consent Agenda

Items 2 through 7 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate vote is requested by a Board Member.

2. Approval of the minutes of the January 21, 2025, meeting
Approval of the minutes of the January 17, 2025 special meeting
3. Approval of claims
4. County Auditor – Michelle Skaff
Approval of revision of Resolution #13,827 establishing a county Compensation Board

5. Human Resources – Melissa Thomas
 - a. Approval of Memorandum of Personnel Transactions
 - b. Authorization to Initiate Hiring Process
 - c. Approval of Retiree requests (2) to remain on the County PPO Health and Dental Insurance
 - d. Approval for the Chairman to sign the authorization to bind coverage with ICAP as Woodbury County’s 2025 property insurance provider

6. Board Administration – Heather VanSickle
 - a. Approval of Notice of Property Sale Resolution for Parcel #894721355016 (aka 410 18th Street) for Tuesday, February 11th at 4:35 p.m.
 - b. Approval of Notice of Property Sale Resolution for Parcel #894726105001 (aka 2910 13th Street) for Tuesday, February 11th at 4:37 p.m.

7. Secondary Roads – Laura Sievers

Approval of utility permit for placement of new fiber optic cable in county right of way for MidAmerican Energy Company

End of Consent Agenda

8. Siouxland District Health – Kevin Grieme

Approval of \$215,895 of Opioid Remediation Settlement request and proposal from Siouxland District Health Department for the creation of a Public Health Date Analyst position Action

9. Secondary Roads – Laura Sievers

Approval of the final voucher for project ER-C097(138)—58-97 with Iowa Civil Contracting Action

10. **Budget Review Discussion for FY 26**
 - a. **FY26 Capital Improvement Request**
 1. Auditor Information
 2. Building Services Information
 3. Conservation Information
 4. District Health Information
 5. Emergency Services Information
 6. Human Resources Information
 7. Secondary Roads Information
 8. Sheriff Information
 9. Treasurer Information
 10. WCICC Information

 - b. **FY26 Improvement Request**
 1. Planning/Zoning Information
 2. Sheriff Information
 3. Treasurer Information
 4. Emergency Services Information
 5. Veteran Affairs Information
 6. E911 Information

c. **Auditor**

1. Recorder - G.B.
2. Recorder Management - N.T.
3. Auditor – G.B.
4. Elections Administration – G.S.
5. Elections: City/School – G.S.
6. City Primary
7. General Primary

- | | |
|-----------------------------------|-------------|
| 11. Reports on Committee Meetings | Information |
| 12. Citizen Concerns | Information |
| 13. Board Concerns | Information |

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

- THU., JAN 23 10:00 a.m.** Siouxland Regional Transit System Board of Directors Meeting, 6401 Gordon Drive
- 11:15 a.m.** Western Iowa Community Improvement Regional Housing Trust Fund, 6401 Gordon Dr.
- MON., JAN. 27 5:00 p.m.** Zoning Commission Meeting, Courthouse Basement Boardroom
- TUE., JAN. 28 2:00 p.m.** Decat Board Meeting, Western Hills AEA, Room F
- WED., JAN 29 2:30 p.m.** Rolling Hills Community Services Region Governance Board Meeting
- THU., JAN 30 11:00 a.m.** Siouxland Regional Transit Systems Board Meeting, 6401 Gordon Dr.
- MON., FEB 3 6:00 p.m.** Board of Adjustment meeting, Courthouse Basement Boardroom
- WED., FEB 5 7:30 a.m.** SIMPCO Executive/Finance Committee, 6401 Gordon Drive
- 4:45 p.m.** Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- THU., FEB 6 12:00 p.m.** SIMPCO Regional Policy & Legislative Affairs Committee, 6401 Gordon Dr.
- WED., FEB 12 8:05 a.m.** Woodbury County Information Communication Commission, Dennis D. Butler Boardroom
- 12:00 p.m.** District Board of Health Meeting, 1014 Nebraska St.
- THU., FEB 13 4:00 p.m.** Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
- WED., FEB 19 12:00 p.m.** Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- THU., FEB 20 4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- FRI., FEB 21 12:00 p.m.** Siouxland Human Investment Partnership Board Meeting, 2540 Glenn Ave.

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.

JANUARY 21, 2025, FORTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, January 21, 2025, at 3:15 p.m. Board members present were Ung, Carper, Nelson, Dietrich, and Bittinger II. Staff members present were Joshua Widman, Assistant County Attorney, Karen James, Board Administrative Assistant, Melissa Thomas, Human Resources Director, and Michelle Skaff, Auditor/Clerk to the Board.

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

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

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

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

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

1. Motion by Bittinger second by Dietrich to approve the agenda for January 21, 2025. Carried 5-0. Copy filed.

Motion by Bittinger second by Nelson to approve the following items by consent:

2. To approve minutes of the January 14, 2025 meeting. Copy filed.

3. To approve the claims totaling \$825,993.48. Copy filed.

4. To approve to receive the Auditor's Quarterly Report from October 1, 2024 through December 31, 2024. Copy filed.

5a. To approve the property tax refund request for Nelson Commercial, parcel #894728165006, in the amount of \$64,084.00. Copy filed.

5b. To approve the property tax refund request for Conservation department, parcels #864411400001, #864411400002, and #864411200001, in the amount of \$1,468.00. Copy filed.

6a. To approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date for parcel #894728236005, 1010 Court St.

**WOODBURY COUNTY, IOWA
RESOLUTION #13,825
NOTICE OF PROPERTY SALE**

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

**The North Three-Quarters (N $\frac{3}{4}$) of the West Half (W $\frac{1}{2}$) of Lot Four (4), Block 117, Sioux City East Addition to Sioux City in the County of Woodbury and State of Iowa
(1010 Court 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 **4th Day of February, 2025 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 **4th Day of February, 2025**, 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 \$336.00** plus recording fees.
- 4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 21st Day of January, 2025.
 WOODBURY COUNTY BOARD OF SUPERVISORS
 Copy filed.

- 6b. To approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date for parcel #894728107013, 1205 Douglas St.

**WOODBURY COUNTY, IOWA
 RESOLUTION #13,826
 NOTICE OF PROPERTY SALE**

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

The East One Hundred Ten Feet (E 110') of Lot Seven (7), the East One Hundred Ten Feet (E 110') of the South One-Half (S ½) of Lot Eight (8), and the South Six Feet (S 6') of the West Sixty Feet (W 60') of the North One-Half (N ½) of Lot Eight (8), all in Block Seventy-two(72) Sioux City East Addition, City of Sioux City, in the County of Woodbury County and State of Iowa (1205 Douglas 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 **4th Day of February, 2025 at 4:37 o'clock p.m.** in the basement of the Woodbury County Courthouse.
- 2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **4th Day of February, 2025**, 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 \$1,249.00** plus recording fees.
- 4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 21st Day of January, 2025.
 WOODBURY COUNTY BOARD OF SUPERVISORS
 Copy filed.

- 7a. To approve the appointment of Samuel Briese, Assistant County Attorney, County Attorney Dept., effective 01-22-2025, \$84,301.00/year. Job Vacancy Posted on 10-15-2024. Entry Level Salary: \$84,301.00/yr.; the transfer of John Gibson, Motor Grader Operator, Secondary Roads Dept., effective 01-14-25, \$28.18/hour, 1%=\$0.30/hr. In-House Vacancy Posted 1/3/25. Transfer from Equipment Operator to Motor Grader.; the separation of Randy Uhl, Civilian Lieutenant, County Sheriff Dept., effective 04-30-2025. Retired.; and the separation of Andrew Moore, Sheriff Deputy, County Sheriff Dept., effective 01-17-2025. Resignation. Copy filed.
- 7b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Civilian Lieutenant, Sheriff's Office Dept. Wage Plan: \$3473.82/bi-weekly; for Jail Sergeant, County Sheriff Dept. CWA Civilian: \$36.76/hour; for Civilian Jailer, County Sheriff Dept. CWA Civilian: \$24.57/hour; and for Deputy, County Sheriff Dept. CWA Deputy: \$29.13/hour. Copy filed.
- 8. To approve the underground utility permit for Long Lines. Copy filed.

Carried 5-0.

- 9a. Motion by Bittinger second by Nelson to approve CIP project not to exceed \$1,100,000 - \$500,000 to be borrowed with FY25 debt and the remainder with FY26 debt. Carried 5-0. Copy filed.
- 9b. Motion by Nelson second by Dietrich to approve Olsson Engineering Agreement funding in the amount of \$7,400.00. Carried 5-0. Copy filed.
- 10. Motion by Nelson second by Bittinger to approve the final estimate for project #BROS-SWAP-C097(148)—FE-97 with Graves Construction Co. Carried 5-0. Copy filed.
- 11. Motion by Bittinger second by Nelson to approve and authorize the Chairperson to sign a Resolution establishing a County Compensation Board. Carried 5-0.

RESOLUTION ESTABLISHING A COUNTY COMPENSATION BOARD
RESOLUTION #13,827

A resolution by Woodbury County to establish a County Compensation Board as authorized by Iowa Code Section 331.905

WHEREAS, pursuant to Iowa Code Section 331.905, as amended in 2024 by Senate File 2442, the county Board of Supervisors may vote to establish a county compensation board;

WHEREAS, pursuant to this same code section, when the Board of Supervisors establishes a County Compensation Board, the compensation board shall be comprised of seven members who are residents of the county. Two members shall be appointed by the Board of Supervisors, one member each by the County Auditor, County Attorney, County Recorder, County Treasurer, and the County Sheriff. The members of the County Compensation Board shall not be officers or employees of the state or a political subdivision of the state and shall serve staggered terms;

WHEREAS, lots were drawn to determine the duration of initial staggered terms for members of the county compensation board;

NOW, THEREFORE, BE IT RESOLVED, Woodbury County hereby establishes a County Compensation Board for the county;

BE IT FURTHER RESOLVED, Woodbury County directs each of the elected officials to submit their respective appointments to the Board of Supervisors by February 4, 2025;

BE IT FURTHER RESOLVED, the Auditor, Sheriff and one Board representative shall serve an initial term of four years, and the Attorney, Treasurer and one Board representative shall serve an initial term of two years in synch with the elected officials' term.

BE IT FURTHER RESOLVED, this resolution shall apply retroactively to July 1, 2024.

HEREBY RESOLVED by the Board of Supervisors for Woodbury County on this 21st day of January, 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

12. Reports on committee meetings were heard.
13. There were no citizen concerns.
14. Board Concerns were heard.

The Board adjourned the regular meeting until January 28, 2025.

Meeting sign in sheet. Copy filed.

JANUARY 17, 2025, SPECIAL MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Friday, January 17, 2025, at 1:15 p.m. Board members present were Dietrich, Carper, Nelson (by phone), and Bittinger II, Ung was absent. Staff members present were Michelle Skaff, Auditor/Clerk to the Board and Melissa Thomas, HR Director.

The meeting was called to order.

Motion by Dietrich second by Carper to go into closed session per Iowa Code Section 21.5(1)(i). Carried 4-0 on roll-call vote.

Motion by Dietrich second by Carper to go out of closed session per Iowa Code Section 21.5(1)(i). Carried 4-0 on roll-call vote.

The Board adjourned the meeting.

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

Date: 1/23/25 Weekly Agenda Date: 1/28/25

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Auditor Michelle Skaff

WORDING FOR AGENDA ITEM:

Approval of revision of Resolution #13,827 Establishing a County Compensation Board

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Revision of wording of Resolution #13,827

BACKGROUND:

Revised Resolution

FINANCIAL IMPACT:

N/A

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

Yes No

RECOMMENDATION:

Approve motion

ACTION REQUIRED / PROPOSED MOTION:

Approve resolution revision of Resolution #13,827 Establishing a County Compensation Board.

RESOLUTION ESTABLISHING A COUNTY COMPENSATION BOARD
RESOLUTION #

A resolution by Woodbury County to establish a County Compensation Board as authorized by Iowa Code Section 331.905

WHEREAS, pursuant to Iowa Code Section 331.905, as amended in 2024 by Senate File 2442, the county Board of Supervisors may vote to establish a county compensation board;

WHEREAS, pursuant to this same code section, when the Board of Supervisors establishes a County Compensation Board, the compensation board shall be comprised of six members who are residents of the county. Two members shall be appointed by the Board of Supervisors, one member each by the County Auditor Recorder, County Attorney, County Treasurer, and the County Sheriff. The members of the County Compensation Board shall not be officers or employees of the state or a political subdivision of the state and shall serve staggered terms;

WHEREAS, lots were drawn to determine the duration of initial staggered terms for members of the county compensation board;

NOW, THEREFORE, BE IT RESOLVED, Woodbury County hereby establishes a County Compensation Board for the county;

BE IT FURTHER RESOLVED, Woodbury County directs each of the elected officials to submit their respective appointments to the Board of Supervisors by February 4, 2025;

BE IT FURTHER RESOLVED, the Auditor, Sheriff and one Board representative shall serve an initial term of four years, and the Attorney, Treasurer and one Board representative shall serve an initial term of two years in synch with the elected officials' term.

BE IT FURTHER RESOLVED, this resolution shall apply retroactively to July 1, 2024.

HEREBY RESOLVED by the Board of Supervisors for Woodbury County on this 28st day of January, 2025.

Daniel A. Bittinger II, Chairman

ATTEST:

Michelle K. Skaff, County Auditor/Recorder

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: January 28th, 2025

*** 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
Farley, Nathan	Secondary Roads	01-22-2025	Equipment Operator			S	Separation
Bockenstedt, Drew	Attorney's Office	02-17-2025	% Deputy	\$140,955.60/year		A	Per County Attorney. Appointed 85% Deputy.

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR: _____

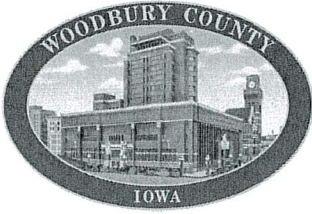
**HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA**

DATE: January 28th, 2025

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Secondary Roads	Equipment Operator	CWA Roads: \$27.04/hour		

Chairman, Board of Supervisors



Woodbury County Secondary Roads Department

759 E. Frontage Road · Merville, Iowa 51039

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

To: Human Resources Department

From: Laura Sievers, PE, Woodbury County Engineer

Date: January 22, 2025

Subject: Equipment Operator Opening – District 5 Hornick Maintenance Shop

This is to inform you of an equipment operator opening in the District 5 Hornick maintenance shop. Please provide a posting to be displayed in all Secondary Road shops starting January 24, 2025, through February 3, 2025.

On February 4, 2025, I will inform Human Resources whether the position will require a public posting or if we will proceed with another internal posting.

Thank you for your cooperation.



Woodbury County Sheriff's Office

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

Chad Sheehan, SHERIFF

PHONE: 712.279.6010
E-MAIL: csheehan@woodburycountyiowa.gov
FAX: 712.279.6522

Date: January 21, 2025

To: Woodbury County Board of Supervisors
From: Randy Uhl
Ref: Medical Insurance

I have submitted by letter of retirement effective April 30, 2025. I would like to keep enrolled in the County provided insurance in lieu of the cash payout, which would be affective May 1, 2025 until April 30, 2026. I believe that I meet the minimum requirements needed to retain the insurance for a year.

If there is anything you need from me please let me know.

A handwritten signature in black ink, appearing to read "Randy Uhl".



Woodbury County Sheriff's Office

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

Chad Sheehan, SHERIFF

PHONE: 712.279.6010
E-MAIL: csheehan@woodburycountyiowa.gov
FAX: 712.279.6522

January 22, 2025

Melissa Thomas
Human Resources Director

I have a planned retirement date of April 07, 2025 with this date being my last working day with Woodbury County.

I wish to remain on the County's Health and Dental Insurance plan of which I will pay out of pocket.

Thank You,

A handwritten signature in black ink that reads "Mary Feiler". The signature is written in a cursive, flowing style.

Mary Feiler

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

Date: 01/23/2025 Weekly Agenda Date: 01/28/2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Melissa Thomas, HR Director

WORDING FOR AGENDA ITEM:

Approval for the Chairman to sign the authorization to bind coverage with ICAP as Woodbury County's 2025 property insurance provider.

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

The paper work for Woodbury County's property insurance is being submitted. It lays out the limits and premiums for the 2025 calendar year.

BACKGROUND:

ICAP is our current carrier. Notable changes to the policy are the decrease in premium and the removal of the old LEC on the covered property schedule.

FINANCIAL IMPACT:

The previous cost was \$423,525.00, and this year is \$383,968.00.

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

Yes No

RECOMMENDATION:

Please accept the renewal paperwork and provide the necessary signatures.

ACTION REQUIRED / PROPOSED MOTION:

Accept and sign the appropriate paperwork for renewal of the Woodbury County's property insurance with ICAP.



Quote Summary

Woodbury County

Anniversary Date: 02/01/2025

Coverage	Contribution	Limit of Coverage	Deductible	Retroactive Date	Coverage Effective
Vehicles	\$82,864	\$10,308,335	See Schedule	02/01/2025	2/1/2025
Property	\$296,284	\$157,285,479	See Schedule	02/01/2025	2/1/2025
Equipment Breakdown	Included	Included			Included
Crime	\$575	\$100,000	\$50,000	02/01/2025	2/1/2025
TOTAL CONTRIBUTION	\$379,723				
Agency Fee	\$2,500				
CRMS	\$744				
FINAL CONTRIBUTION	\$382,967				

Payment for this invoice can be submitted electronically via the ICAP website. Please visit www.icapiowa.com and click "Member Pay" at the top right of the page to pay via ACH transfer. There is no fee for utilizing this service. If you require assistance or prefer to pay via check, please contact the ICAP office via 1-(800) 383-0116.

This quotation expires on the Proposed Effective Date.

Woodbury County

OPTION #2 – Deleted Loc 02: 407 7th Street and Loc 33

Property & Inland Marine		Recommended Quote	
Policy Term		02/01/2025 - 02/01/2026	
Carrier Information	Iowa Communities Assurance Pool		
Payment Plan	Annual		
Payment Method	Direct Bill		
Package – Property			
Premium & Exposures			
Property Premium	\$335,594.00		
Agency Fee	\$2,500.00 (Applicable for Property, Crime, Auto)		
CRMS	\$744.00(Applicable for Property, Crime, Auto)		
Estimated Cost	\$338,838.00		
Exposure / Total Insurable Value as of 02/01/2025	\$138,084,879		
Auditable / Frequency	N/A		
Valuation	Replacement Cost		
Coinsurance	No Coinsurance		
Perils Covered	Special Form		
Core Property Coverage			
Equipment Breakdown	Included		
Building	Refer To Quote		
Personal Property	Refer To Quote		
Miscellaneous Property Scheduled	Refer To Quote		
Miscellaneous Property Unscheduled	Refer To Quote		
Endorsements including but not limited to:			
Significant policy endorsements include, but are not limited to, those listed on the attached quote/policy form/endorsements.			
Exclusions including but not limited to:			
Significant policy exclusions include, but are not limited to, those listed on the attached quote/policy form/endorsements.			
Property Deductibles			
Deductible	Refer To Quote		
Binding Requirements			
Signed Commitment to Continue Membership			



Woodbury County

Crime	
Premium & Exposures	
Crime Premium	\$575.00
Agency Fee	Shown in Property Premium
CRMS	Shown in Property Premium
Estimated Cost	\$575.00
Core Crime Coverages	
Form Type	Discovery
Limit of Coverage	\$100,000
Endorsements including but not limited to:	
Significant policy endorsements include, but are not limited to, those listed on the attached quote/policy form/endorsements.	
Exclusions including but not limited to:	
Significant policy exclusions include, but are not limited to, those listed on the attached quote/policy form/endorsements.	
Crime Deductible	
Deductible	\$50,000
Binding Requirements	
Signed Commitment to Continue Membership	



Woodbury County

Auto Physical Damage Premium Summary	
Automobile Premium	\$82,864.00
Agency Fee	Shown in Property Premium
CRMS	Shown in Property Premium
Estimated Cost	\$82,864.00
Exposure	\$10,308,335
Valuation	Actual Cash Value
Core Automobile Liability Coverage	
Physical Damage	
• Comprehensive	Included
• Collision	Included
Endorsements including but not limited to:	
Significant policy endorsements include, but are not limited to, those listed on the attached quote/policy form/endorsements.	
Exclusions including but not limited to:	
Significant policy exclusions include, but are not limited to, those listed on the attached quote/policy form/endorsements.	
Automobile Deductible	
Physical Damage	
• Comprehensive	\$5,000
• Collision	\$5,000
Binding Requirements	
Signed Commitment to Continue Membership	



RESOLUTION

NOTICE OF PROPERTY SALE

Parcels #894721355016

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

**East 54 Feet Lot One (1), East 54 Feet North One (1) Foot, Lot Two (2) Block Seven (7) of Rose Hill Addition, City of Sioux City, Woodbury County, Iowa
(410 18th 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 **11th Day of February, 2025 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 **11th Day of February, 2025**, 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 \$1.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 28th Day of January, 2025.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Michelle K. Skaff
Woodbury County Auditor
and Recorder

Daniel A. Bittinger II, Chairman

REQUEST FOR MINIMUM BID

Name: Mike Anderson

Date: 7/23/21

Address: Battle Creek, NE

Phone: 402-841-9727

Address or approximate address/location of property interested in:

410 18th St.

GIS PIN # 894721355016

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

Legal Description:

East 84 feet Lot 1, East 84 ft.
N 1 ft. Lot 2. Block 7 Rose Hill
Addition, City of Sioux City, Woodbury
County, Iowa

Tax Sale #/Date: # 126 6/17/1991

Parcel # 445635

Tax Deeded to Woodbury County on: 12/02/1993

Current Assessed Value: Land \$ 3800 Building 0 Total \$ 3800

Approximate Delinquent Real Estate Taxes: N/A

Approximate Delinquent Special Assessment Taxes: N/A

*Cost of Services: _____

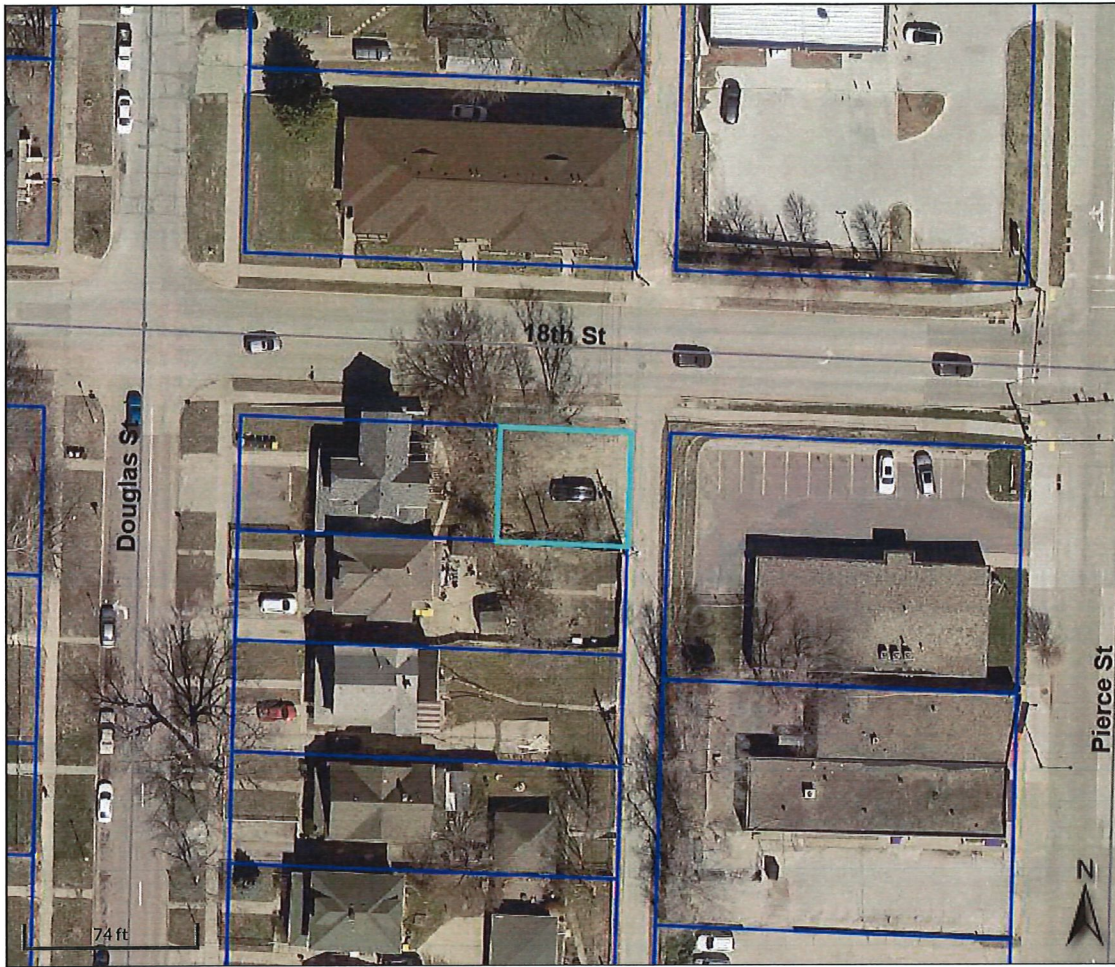
Inspection to: Rochey De Witt

Date: 7/23/21

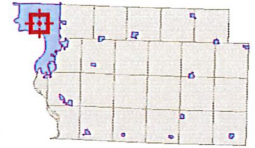
Minimum Bid Set by Supervisor: \$ 100 (ONE DOLLAR) PLUS FEES IF ANY

Date and Time Set for Auction: _____

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



Overview



Legend

-  Roads
-  Corp Boundaries
-  Townships
-  Parcels

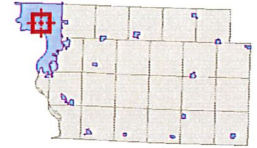
Parcel ID	894721355016	Alternate ID	445635	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	410 18TH ST	Acreage	n/a		SIOUX CITY, IA 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	ROSE HILL E 54 FT LOT 1 E 54 FT N 1 FT LOT 2 BLK 7				
	(Note: Not to be used on legal documents)				

Date created: 1/23/2025
 Last Data Uploaded: 1/22/2025 10:07:59 PM

Developed by  **SCHNEIDER**
 GEOSPATIAL



Overview



Legend

-  Roads
-  Corp Boundaries
-  Townships
-  Parcels

Parcel ID	894721355016	Alternate ID	445635	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	410 18TH ST	Acreage	n/a		SIOUX CITY, IA 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	ROSE HILL E 54 FT LOT 1 E 54 FT N 1 FT LOT 2 BLK 7				
	(Note: Not to be used on legal documents)				

Date created: 1/23/2025
 Last Data Uploaded: 1/22/2025 10:07:59 PM

RESOLUTION

NOTICE OF PROPERTY SALE

Parcels #894726105001

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

**Lots Seven (7) through Twelve (12), both inclusive, in Block Nine (9) of Booge and Taylor's Addition to Sioux City in the County of Woodbury and State of Iowa
(2910 13th 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 **11th Day of February, 2025 at 4:37 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **11th Day of February, 2025**, 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 \$426.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 28th Day of January, 2025.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Michelle K. Skaff
Woodbury County Auditor
and Recorder

Daniel A. Bittinger II, Chairman

REQUEST FOR MINIMUM BID

Name: Carol Goulette Date: 4/10/24
Address: 1117 Helen St. Phone: 712-898-3673

Address or approximate address/location of property interested in:

2910 13th St.

GIS PIN # 894726105001

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

Legal Description:

Lots 7 through 12, both inclusive
in Block 9 of Boege and Taylor's
Addition to Sioux City, Woodbury
County, Iowa

Tax Sale #/Date: #760 6/20/22 Parcel # 73321

Tax Deeded to Woodbury County on: 10/31/24

Current Assessed Value: Land \$12,900⁻ Building 0 Total \$12,900⁻

Approximate Delinquent Real Estate Taxes: \$25,661⁻

Approximate Delinquent Special Assessment Taxes: \$156⁻

*Cost of Services: \$126⁻

Inspection to: Matthew Ong Date: 4/12/24

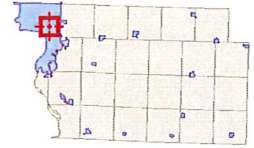
Minimum Bid Set by Supervisor: \$300

Date and Time Set for Auction: _____

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



Overview



Legend

- Roads
- ▭ Corp Boundaries
- ▭ Townships
- ▭ Parcels

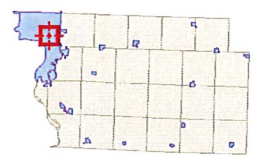
Parcel ID	894726105001	Alternate ID	73321	Owner Address	TERRONES JACQUELINE & TERRONES JUVENTINO
Sec/Twp/Rng	n/a	Class	R		4501 3RD AVE
Property Address	2910 13TH ST	Acreege	n/a		SIOUX CITY, IA 51106
	SIOUX CITY				
District	0087				
Brief Tax Description	BOOGES & TAYLOR LOTS 7-12 INCL BLK 9				
	(Note: Not to be used on legal documents)				

Date created: 4/12/2024
 Last Data Uploaded: 4/12/2024 1:13:41 AM

Developed by  Schneider
 GEOSPATIAL



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Parcels

Parcel ID	894726105001	Alternate ID	73321	Owner Address	TERRONES JACQUELINE & TERRONES JUVENTINO
Sec/Twp/Rng	n/a	Class	R		4501 3RD AVE
Property Address	2910 13TH ST	Acres	n/a		SIOUX CITY, IA 51106
	SIOUX CITY				
District	0087				
Brief Tax Description	BOOGES & TAYLOR LOTS 7-12 INCL BLK 9				
	(Note: Not to be used on legal documents)				

Date created: 4/12/2024
 Last Data Uploaded: 4/12/2024 1:13:41 AM

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

Date: 1/23/2025 Weekly Agenda Date: 1/28/2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Laura M. Sievers, PE, County Engineer

WORDING FOR AGENDA ITEM:

Consideration of utility permit for placement of new fiber optic cable in county right of way

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

MidAmerican Energy Company has applied for a permit to install new underground fiber optic in the area around Sloan.

BACKGROUND:

Work in county ROW requires a permit approved by the Board of Supervisors per section 318.8 of the Code of Iowa. The county engineer has reviewed the location and recommends that the work be allowed.

FINANCIAL IMPACT:

No financial impact to the county.

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:

Recommend approval of the permit for MidAmerican Energy Company.

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the underground utility permit for MidAmerican Energy Company.

PERMIT FOR USE OF COUNTY ROAD/HIGHWAY RIGHT-OF-WAY FOR OVERHEAD AND/OR BURIED UTILITIES ACCOMMODATION

REQUEST BY APPLICANT:

Name MidAmerican Energy Company Highway Hwy 175
Township Liston 86N-42W
Address 4121 NW Urbandale Dr, Urbandale, IA 50322 City of Danbury

Office Phone 515-281-2540 Local Phone _____ Section: 1/4 of 1/4 Sec

Type of Utility Installation 1.25" HDPE continous conduit w/96ct fiber optic T 86 N, R 42 W

Plans Prepared By Civil Design Advantage Copy Enclosed x Yes _____ No _____

Map Showing Location Enclosed x Yes _____ No _____

Utility Location is _____ cross right-of-way _____ parallel to right-of-way
_____ overhead x underground

Proposed Method of Installation
_____ tunnel _____ suspend on poles _____ cased
x jack & bore _____ suspend on towers _____ trench
_____ open cut x plow

Estimated Starting Date Spring-2025 Estimated Restoration Date summer-2025

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, and special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. Applicant is to complete in triplicate and send all copies including plans and maps to Woodbury County Engineer, 759 E. Frontage Road, Merville, IA 51039. One executed copy will be returned to the Applicant.

By [Signature] Title PROGRAM MANAGER
(Signature of Authorized Utility Representative) Date 1/23/25

PERMIT APPROVAL BY PERMITTING AUTHORITY

The forgoing application is hereby approved and permit issued by the Permitting Authority subject to full compliance by the Applicant with all provisions and conditions stated herein and on the reverse side hereof and all attachments hereto.

By _____ Title _____
(Signature of Woodbury County Board Chairman)

Date _____

By [Signature] Title WOODBURY CO ENG
(Signature of Woodbury County Engineer)

Date 1/23/2025

Other Special Provisions:
ABOVE GROUND PEPs MUST BE AT THE ROW LINE OR APPROVED BY THE COUNTY ENGINEER OR DESIGNEE

Permit Provisions and Conditions of Issuance
1. The County and/or the County Board of Supervisors will not be charged with any responsibility for damages to the Applicant's property occasioned by any construction or maintenance operations on said county roads, including new or additional right-of-way acquired in connection therewith, subsequent to the building of the Applicant's facilities. The Board will endeavor to give the Applicant sufficient notice of any proposed construction or maintenance work, on either existing or newly acquired right-of-way that is likely to expose, cover up, or disturb any facilities belonging to the Applicant, in order that the Applicant may arrange to protect the facilities. The Board will inform contractors, and others working on the job of the location of the facilities so that reasonable care may be taken to avoid damaging the facilities, however the County and the Board of Supervisors will assume no responsibility for failure to give such notice.

2. The Applicant shall take all reasonable precaution during the construction of said facilities to protect and safeguard the lives and property of the adjacent property owners and the traveling public and shall save the County and the Board of Supervisors harmless of any damages or losses that may be sustained by adjacent property owners and the traveling public on account of such construction operations.
3. Operations in the construction and maintenance of said facilities shall be carried on in such a way as to not interfere with, or interrupt traffic on said roads. However, should the performance of work called for in this permit in any way interfere with or obstruct traffic on said roads, the Applicant shall provide the necessary flagmen as required by the Statutes when one-way traffic is involved and/or otherwise mark said work so as to protect the traveling public.
4. The Applicant shall hold the County and the Board of Supervisors harmless from any damages that may result to said highway because of the construction or maintenance of said facilities and shall reimburse the County or the Board of Supervisors for any expenditures that the County or the Board of Supervisors may have to make on said roads on account of replacement of surfacing gravel and bridge and culvert repairs.
5. Applicant shall lay, construct, operate and maintain said facilities so as not to interfere with natural drainage of the road and so as not to interfere with the construction or maintenance of said roads. When buried cable or wire lines are to be placed lengthwise with the roadway, they shall be placed in the County road shoulder or ditch near the toe of the fore-slope and parallel to centerline of roadbed at a depth of three (3) to four (4) feet by using specially designed plows or by trenching, whichever is appropriate. Plow slots and trenches shall be repacked as necessary to restore the disturbed area to its original condition. For buried line crossings of roadways not paved, an open trench may be dug and the lines placed therein, and the trench back-filled over the lines. Buried line crossings on paved roadways, lines may be placed through the sub-grade by jacking, or by boring a hole just large enough to take the lines; or if the County Engineer approves, a tunnel may be dug through and the cable or wire lines placed therein. All backfill of tunnels and trenches shall be thoroughly compacted in layers of 6" or less in depth. Back-filling of trenches within the right-of-way by not under the traveled roadway shall be tamped sufficiently to avoid settlement. When crossing an existing roadway, all buried facilities shall be placed a minimum of three (3) to four (4) below the bottom of the existing adjacent ditches. Overhead lines, where practical, shall be placed adjacent to and with two (2) feet of the Road/Highway Right-of-Way Line.
6. The Applicant will at any time subsequent to placing the facilities, and at the Applicant's expense, relay, replace, alter, change, reconstruct, or relocate its overhead and/or buried facilities and appurtenances thereto as may become necessary to conform to new grades, alignment, or widening right-of-way, resulting from maintenance or construction operations by the County Board of Supervisors irrespective of whether or not additional right-of-way is acquired in connection with such road improvements. The Applicant agrees to do this within ninety (90) days written notice from the Board of Supervisors, and without cost to the County. If the Applicant is unable to comply within said ninety (90) days, the Board of Supervisors may cause the work to be done and the Applicant will pay the cost thereof upon receipt of statement.
7. All work shall be done in a workmanlike manner; the surrounding ground, slopes, and ditch bottoms shall be reshaped to conform to the area and left in a neat condition satisfactory to the County Engineer. All areas where sod has been damaged or destroyed shall be re-seeded.
8. The Applicant shall notify the County Board of Supervisors at least forty-eight (48) hours in advance of the Applicant's intention of starting work covered by this permit on the road right-of-way. Said notice shall be in writing to the County Engineer.
9. Applicant, its' successors, grantees and assigns shall and hereby agrees to assume all responsibility, risks and liabilities for all accidents and damages that may occur to persons and/or property on account of the work done under this permit, and to this end, indemnify and hold the County and all authorized representatives thereof harmless from any and all claims, damages, losses, and expense including judgements, costs and including attorney's fees, for personal injuries (including death) or property damage arising or resulting from the activities of the Applicant in connection herewith, now and at all times in the future.
10. It is understood that this permit is issued only insofar as Woodbury County has jurisdiction and does not presume to release the Applicant from fulfilling any existing statutes relating to the installation, construction and operation of said facilities.
11. It is further understood that the facilities covered by this permit shall be constructed or installed within one (1) year after the date of approval of this permit, unless otherwise extended in writing by Woodbury County.
12. Engagement in the operations as herein applied for by the Applicant shall be considered and constitute an acceptance of all the terms and conditions herein set forth.

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

Date: January 23, 2025 Weekly Agenda Date: January 28, 2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kevin Grieme - SDHD

WORDING FOR AGENDA ITEM:

Opioid Remediation Settlement Request and Proposal from Siouxland District Health Department for the creation of a public Health Data Analyst position

ACTION REQUIRED:

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

EXECUTIVE SUMMARY:

The request is for partial funding for a Public Health Data Analyst position.

BACKGROUND:

Siouxland District Health Department is requesting 3 years and five months of funding in the total amount of \$215,895. This funding will also be blended with an annual contribution of \$35,000 from United Way and the Helios Foundation to provide data collection, analysis and distribution of community data to support work that impacts the health and well-being of Woodbury County residents.

FINANCIAL IMPACT:

SDHD is requesting a total of \$215,895 of Opioid Remediation Settlement Funding. This will be spread over four fiscal years with the first being a partial year.

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:

To fund this position in the amount requested, recognizing that community funding is being added to assist in offsetting the entire cost of the position.

ACTION REQUIRED / PROPOSED MOTION:

Approve Siouxland District Health Department request in the amount of \$215,895.

Woodbury County Board of Supervisors

Request for Funding: Opioid Settlement Funding

Measuring Opioid Presence and Impact: Data tracking for Health

Submitted by Siouxland District Health Department

Siouxland District Health Department is requesting three years and 5 months of funding (FY25 five months, FY26, FY27 and FY28) in the amount of \$215,895. This funding would be combined with an annual \$35,000 commitment from United Way and the Helios Foundation to hire a 1.0 FTE Public Health Data Analyst. With the addition of this position, the following needs and supports for Woodbury County as listed in the *Opioid Remediation Funding Guidance Part 2 Prevention* would be addressed:

Prevent Misuse of Opioid:

1. Engaging non-profits and faith-based communities as systems to support prevention.
2. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

Leadership, Planning and Coordination:

1. A dashboard to report program or strategy outcomes; to track, share, visualize key opioid or health-related indicators and supports as identified through collaborative local community processes.

Background:

Source for Siouxland

Source for Siouxland was organized for the express purpose of collecting, analyzing and distributing data for use in decision making related to the health and well-being of our community. The Leadership Team is composed of key community organizations with representatives from: Catholic Charities, Great Plains ToP, Growing Community Connections, Helios Foundation, One Siouxland, SHIP, Siouxland CARES, Siouxland Community Foundation, Siouxland District Health and United Way of Siouxland. Siouxland CARES has served as the coordinating entity for Source for Siouxland since its inception. With the impending closing of Siouxland CARES, a gap in the leadership will create a void that Siouxland District Health Department is looking to fill.

Source For Siouxland funding is provided by the United Way of Siouxland and the Helios Foundation in the amount of \$35,000 annually with additional support provided by Siouxland CARES.

Community Health Needs Assessment/Health Improvement Planning

Dunes Surgical Hospital (DSH), MercyOne Siouxland Medical Center (MercyOne), Siouxland District Health Department (SDHD), and UnityPoint Health partnered together to complete a joint Community Health Needs Assessment (CHNA) to determine the community's greatest health needs, and to coordinate efforts to improve population health outcomes for the

Siouxland area. This process is completed every three years and utilizes the data compiled by the Source for Siouxland. The final report for this process will be posted on the Siouxland District Health Department website under Community. (Previous reports are currently posted there).

Substance Abuse was identified in the most recent community assessment , specifically Tetrahydrocannabinol (THC), the active ingredient in cannabis. THC is increasing in use and identified in as the area of highest need. Data indicators are normally identified within current community data sources (Census Bureau, Iowa Public Health Tracking Portal, National Cancer Institute etc.) There is not a community data source related to THC, so locally developed indicators need to be identified. These are accessed from community partners and include: *Decrease number of drug exposed infants born in local hospitals exposed to THC; Decrease number of THC related school arrests by Sioux City School SROs; Decrease number of ER visits with THC as the primary diagnosis* have been agreed upon.

Opioid use and abuse also does not have community data sources available to measure the impact of Opioids on residents. These indicators will be identified and accessed from local partners. Adding this data to the collection process will allow tracking of the impact of opioids to monitor if current strategies are reducing use and abuse. Data could come from law enforcement, healthcare facilities and current prevention programs that exist in the county.

Siouxland District Health Data Supports

Siouxland District Health Department finalized their strategic plan that was approved by the Siouxland District Board of Health in March of 2023, four strategic areas; Expand Community Involvement, Utilize Data Effectively, Maximize our Resources and Empower Effective Teammates. Since that time, we have built data systems to use in program evaluation and improvement, implemented a customer satisfaction/feedback process and currently developing actions plans for employee engagement. This increase in the need for data management and access has identified the need for a position that focuses on the internal data management and utilization to result in improved services to residents and creating efficiencies within our operations.

These currently existing supports and processes would be used in the prevention and leadership role to address the opioid use and abuse.

Proposal Narrative:

Prevent Misuse of Opioid:

1. Engaging non-profits and faith-based communities as systems to support prevention.
2. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

Siouxland District Health Department has a long-term history of forming successful community collaborations. There are currently 10 current coalitions that are supported through SDHD. The membership in these coalitions include non-profit staff, community members and our healthcare

systems. Coalitions range from Tobacco Prevention, STI, Healthy Homes and the Mental Health Roundtable. The Mental Health Roundtable was formed as the result of our previous community health needs assessment. This group identified the goal to “Improve Mental Health Landscape in the Siouxland Area” Their work involved destigmatizing mental health in the community via hosting and promoting various trainings, community education and campaigns. They also sought to improve networking amongst mental health providers and referrals between mental health and healthcare community. Through this, they developed an electronic resource guide available on the SDHD website for anyone to access that assists them in identifying providers that are offering the services they need. This coalition would provide the basis for identifying strategies to address preventative and treatment services for opioid related addictions and mental health challenges. This is available to school staff and behavioral health workers to access.

Objectives to be accomplished

- develop a listing of current prevention programs that are being provided within school and other youth focused audiences.
- actively reach out to faith-based communities to engage their talents and resources to in supporting prevention efforts.
- Review current resource guide to identify gaps that may exist when working with residents that have co-existing conditions, substance abuse and mental health

Leadership, Planning and Coordination:

1. A dashboard to report program or strategy outcomes; to track, share, visualize key opioid or health-related indicators and supports as identified through collaborative local community processes.

With the current need to identify reliable sources to track the use and prevalence of opioids within the county, building upon existing partnerships and building new partnerships will allow Woodbury County to track the impact and potential reduction in the impact. This is something that does not currently exist.

- develop a data collection process, based upon reliable data sources to quantify the opioid use and abuse in the county.
- develop a dashboard that provides data related to substance use and abuse issues.
- work with existing prevention programs to share impact data from the services and programs they are offering.

Budget

Multi Year Proposal

Category	FY25 - 5 Month	FY26	FY27	FY28	Total Asks
Personnel/Fringe	\$19,588.00	\$52,334.00	\$58,257.00	\$64,454.00	\$194,633.00
Other					
Forms/Office supplies	\$300.00	\$300.00	\$400.00	\$300.00	
Technology and office	\$2,800.00	\$1,200.00	\$0.00	\$1,500.00	
Mileage/Travel/Trng	\$2,400.00	\$2,150.00	\$2,250.00	\$2,250.00	
Software license & Fees	\$1,168.00	\$1,168.00	\$1,321.00	\$1,755.00	
Total Other					\$21,262.00
Total	\$26,256.00	\$57,152.00	\$62,228.00	\$70,259.00	\$215,895.00

The above budget reflects only those funds requested from the Opioid Settlement Funds. The % of FTE covered is .60 FTE in the initial period, then expanding up to .66 FTE in the final year. Other expenses have been adjusted also.

Thank you for the consideration of this proposal. Data may appear to be something that is only a collection of numbers. But in the words of Peter Drucker "What gets measured gets done" Committing to assure that we have reliable data to analyze our current status and to make plans for improvement, data will be the basis that allows us document our accomplishments.

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

Date: 01/23/2025 Weekly Agenda Date: 01/28/2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Laura M Sievers, Woodbury County Engineer

WORDING FOR AGENDA ITEM:

Consider approval of final voucher for project ER-C097(138)--58-97

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Final voucher requires signature by the board of supervisors chairperson.

BACKGROUND:

This project was let on July 2, 2019. The project includes PCC Patching on D 25 from 400 ft. East of the Wolf Creek Bridge. Iowa DOT specifications require all construction items used have certification supplied to the county before final payment is made, the final material certifications have been received from Iowa Civil Contracting.

FINANCIAL IMPACT:

This project is funded By Federal Funds

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

Yes No

RECOMMENDATION:

Recommend that the board approve the final voucher for project ER-C097(138)--58-97 with Iowa Civil Contracting.

ACTION REQUIRED / PROPOSED MOTION:

Motion that the board approve the final voucher for project ER-C097(138)--58-97 with Iowa Civil Contracting.

Contract 036136



Iowa Department of Transportation
CONTRACT CONSTRUCTION PROGRESS VOUCHER

FINAL

ER-C097(138)--58-97
PCC Joint & Crack Sealing
WOODBURY COUNTY ENGINEER

Voucher No. 3

DATE LAST VOUCHER 02-28-23
MO. DAY YR.

THIS VOUCHER - -
MO. DAY YR.

DAYS WORKED			RET. %
TO DATE	LAST VOUCH.	AUTH.	
	<u>7.0</u>	<u>10.0</u>	<u>3.000</u>

Contractor No. 93829 IOWA CIVIL CONTRACTING INC VICTOR, IA

ITEM NO.	QUANTITY AWARDED	QUANTITY AUTHORIZED	UNIT OF MEASURE	FCT.	Compl. Last Voucher	RURAL		URBAN	
						PARTICIPATING	NON-PARTICIPATING	PARTICIPATING	NON-PARTICIPATING
0010	<u>80.000</u>	<u>80.000</u>	Cubic Yd	<u>410</u>		<u>80000</u>	<u>000</u>	<u>000</u>	<u>000</u>
	EXCAVATION, CL 10, RDWY+BORROW					TOTAL TO DATE			
0020	<u>158.800</u>	<u>158.800</u>	Sq Yard	<u>410</u>		<u>140556</u>	<u>000</u>	<u>000</u>	<u>000</u>
	RMVL OF PAV'T					TOTAL TO DATE			
0030	<u>2.000</u>	<u>2.000</u>	Each	<u>410</u>		<u>2000</u>	<u>000</u>	<u>000</u>	<u>000</u>
	SAFETY CLOSURE					TOTAL TO DATE			
0040	<u>1000.000</u>	<u>1000.000</u>	Lump Sum	<u>401</u>		<u>1000000</u>	<u>000</u>	<u>000</u>	<u>000</u>
	TRAFFIC CONTROL					TOTAL TO DATE			
0050	<u>354.400</u>	<u>354.400</u>	Sq Yard	<u>442</u>		<u>348035</u>	<u>000</u>	<u>000</u>	<u>000</u>
	PATCH, FULL-DEPTH FINISH, BY AREA (=>50 FT)					TOTAL TO DATE			
0060	<u>3.000</u>	<u>3.000</u>	Each	<u>442</u>		<u>2000</u>	<u>000</u>	<u>000</u>	<u>000</u>
	PATCH, FULL-DEPTH FINISH, BY COUNT					TOTAL TO DATE			
0070	<u>6000.000</u>	<u>6000.000</u>	Lump Sum	<u>401</u>		<u>6000000</u>	<u>000</u>	<u>000</u>	<u>000</u>
	MOBILIZATION					TOTAL TO DATE			
8999	<u>1.000</u>	<u>1.000</u>	Lump Sum	<u>401</u>		<u>000</u>	<u>000</u>	<u>000</u>	<u>000</u>
	STOCKPILED MATERIALS					TOTAL TO DATE			

I certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

SIGNATURES REQUIRED ON LINES 1 & 2 FOR PROGRESS PAYMENT AND LINES 1-3 FOR FINAL PAYMENT AS APPLICABLE.

1. 01/23/2025 Laura M. Siivers
DATE PROJECT ENGINEER CERTIFICATION

2. _____
DATE CHAIRMAN OF BOARD OF SUPERVISORS APPROVAL
 IDOT is not involved in this Farm to Market project.

3. _____
DATE DISTRICT CONSTRUCTION/LOCAL SYSTEMS ENGINEER OR OFFICE DIRECTOR APPROVAL
 Project records reviewed. Project records not reviewed. Recommend payment based on the project engineers certification.

CLAIMANT'S CERTIFICATION (Required for Final Payment Only)

I, Brent Rlinchart the Project Manager

for Iowa Civil Contracting (contractor) certify that the work items shown herein are just and unpaid, and that the requirements of the Iowa Department of Transportation specifications for this project, including all requirements as to maximum hours of labor and minimum wages have been complied with.

1/21/2025 Brent Rlinchart
DATE SIGNED CLAIMANT (CONTRACTOR)

FY26 CIP Requests

CIP Bond Issue (Debt Service Fund)

Dept	Project Name	Approval Date	Total Amount	Misc Notes
Auditor	Carpet, Paint, Blinds, F, F & E for Auditor and Recorder		200,000.00	
Bldg Svs	LEC Demo		600,000	
Bldg Svs	Clerk Ceiling		80,000	
Conservation	Dorothy Pecaut Center Foundation		372,000	
Conservation	Little Sioux Asphalt Resurfacing		1,000,000	poss split across 2 years
Dist Health	Sidewalk		25,545	
EMS	Rescue Truck		101,300	
EMS	EMS Main Front Replacement		44,000	
EMS	East side concrete		16,200	
HR	Carpet		25,000	
Sec Rds	Real Estate for Movable Shop		150,000	4.7 mil building project 5 year plan
Sheriff	M3 Patrol Ruggedized PC.		87,000	23 PCs
Sheriff	Licenses and software for Cellebrite		21,100	
Treasurer	DNR Office		125,000	
Treasurer	Anthon Paint		60,000	
Treasurer	Treasurer Paint		60,000	
WCICC	Enterprise/Edge		100,000	
WCICC	Security Utility/Keys		40,000	
WCICC	County PCs FY26		40,000	
WCICC	Fiberoptics		25,000	
WCICC	Fiber testing and tools		25,000	
WCICC	GIS Dashboard		25,000	
WCICC	Switch Cleanup		25,000	
Total CIP Bond Projected			3,247,145	

CIP – NEW PROJECT REQUEST FORM

Project Name: Auditor Recorder Office Remodel

Project Number: (Finance will provide number)

Project Manager: TBD

Department/Division: Auditor and Recorder

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Total</u>
<u>Revenues</u>						
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
Total Revenues	_____	_____	_____	_____	_____	_____

<u>Expenditures</u>						
TBD	200,000	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
Total Expenditures	_____	_____	_____	_____	_____	_____

Comments: Funding Requested to obtain new Office Furniture for Auditor and Recorder's Office and carpet and paint in area's not already funded within the two offices. Current set up has security concerns for employees and configuration does not provide ample works space.

CIP – NEW PROJECT REQUEST FORM

Project Name: LEC Demolition

Project Number: _(Finance will provide number)

Project Manager: Kenny Schmitz

Department/Division: Building Services

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Total</u>
<u>Revenues</u>						
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
Total Revenues	_____	_____	_____	_____	_____	_____

<u>Expenditures</u>						
1500-16-9102-000-61000	1,100,000	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
Total Expenditures	_____	_____	_____	_____	_____	_____

Comments: Demolition of old Law Enforcement Center.

CIP – NEW PROJECT REQUEST FORM

Project Name: Courthouse Clerk's Ceiling

Project Number: (Finance will provide number)

Project Manager: Kenny Schmitz

Department/Division: Building Services

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Total</u>
<u>Revenues</u>						
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
Total Revenues	_____	_____	_____	_____	_____	_____

<u>Expenditures</u>						
1500-16-9101-000-61000	80,000	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
Total Expenditures	_____	_____	_____	_____	_____	_____

Comments: Courthouse Clerk's office ceiling repair

CIP – NEW PROJECT REQUEST FORM

Project Name: Dorothy Pecaut Foundation FY26 CIP

Project Number: (Finance will provide number)

Project Manager: Kenny Schmitz

Department/Division: Building Services

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Total</u>
<u>Revenues</u>						
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
Total Revenues	_____	_____	_____	_____	_____	_____

<u>Expenditures</u>						
1500-16-9107-000-61000	372,000	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
Total Expenditures	_____	_____	_____	_____	_____	_____

Comments: \$125,000 already approved on 10/24/23. Need approx. \$468K beyond current expenses to complete project (approx. \$96K remaining FY23 CIP plus \$\$372K FY26 CIP)

CIP – NEW PROJECT REQUEST FORM

2025/2026 Budget Period

Project Name: Little Sioux Park Asphalt Road Resurfacing

Project Number: (Finance will provide number)

Project Manager: Dan Heissel

Department/Division: County Conservation

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Total</u>
<u>Revenues</u>						
County CIP _____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
Total Revenues	_____	_____	_____	_____	_____	_____

<u>Expenditures</u>						
County Supervisors CIP Fund _____	_____	_____	_____	_____	_____	_____ \$1,000,000
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
Total Expenditures	_____	_____	_____	_____	_____	_____ \$1,000,000

Comments: The 2.2 miles of roads in Little Sioux Park have exceeded their life expectancy and are in very poor shape. I have applied for these funds the 7 years I have been here, and the costs of the project just continue to go up. We have been working with Secondary Roads Dept to find the best solution for resurfacing the roads, and this is based on their estimate. Roads were hard surfaced in 1976 and again in 1997. In 2017 we had horizontal cracks filled by slurry leveling which bought us some time

for the road. We are running out of time; these roads are failing and it is our highest used park. Secondary roads may recommend white topping with concrete which would be a long term solution but may cost more money. This project needs to make the list of eligible projects to be funded so we can plan on getting these roads replaced. This project could be divided into two projects and phased in over two years if need be.

CIP Process:

Departments are required to submit requests for all capital projects to Finance. Throughout the review process, departments may be asked for additional information regarding a project. The Board of Supervisors will review the proposed CIP and approve the final CIP. Please note, these are a separate approval from your regular budget and may or may not be approved.

Existing Projects:

Please check the years of the project to see if the information (cost estimates and verbiage) is still accurate. Also, review your current projects for shortfalls that will require funding in FY 2026 and report those requests to Finance.

Submittal Date:

New project requests are due to Finance by **December 13, 2024.**

CIP – NEW PROJECT REQUEST FORM

Project Name: 2025 SDHD Sidewalk Replacement

Project Number: (Finance will provide number)

Project Manager: Tyler Brock

Department/Division: Siouxland District Health Department

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Total</u>
Revenues						
CIP	\$25545					
Total Revenues						

Expenditures						
CIP	\$25545					
Total Expenditures						

Comments:

The sidewalk is deteriorating and has many trip hazards for the public. It's not effectively caulked due to heaving.

IMPROVEMENT REQUEST (OTHER)

Date: 12/10/2024

Department/Division Title: Woodbury County Emergency Services, Drew Baier, Director

Request Description:

Woodbury County Emergency Services is requesting approval of funding to purchase a new rescue truck.

Justification:

Rescue unit #204 is a 2016 Dodge Ram 3500 crew cab 4x4 diesel one ton class truck and currently has 185,207 miles of use. This is the oldest of the two used for daily responses. The department has responded to 1144 calls for service with expectations of increased request for service. It is estimated that this unit will be near 200,000 miles by July 2025.

Financial Impact:

The cost of the new unit would be \$101,300.00 The cost covers the vehicle and the components needed to complete the unit for service.

Budget Account Detail

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	<u>Explanation</u>
		\$101,300.00	Vehicle new
	Total	\$101,300.00	

IMPROVEMENT REQUEST (OTHER)

Date: 12/10/2024

Department/Division Ti Woodbury County Emergency Services, Drew Baier, Director

Request Description:

Woodbury County Emergency Services is requesting approval of funding to remove and replace the front (south) approach to the main building. This considered a high priority.

Justification:

The front (south) approach has outlived its useful life span and has begun to crack and breakup. A portion of it is sidewalk is used by guests and nearby residents as a walking path. The broken sidewalk certainly creates a trip/fall risk and a financial liability to the county for those who may or use it.

Financial Impact:

The cost to remove and replace the concrete would be \$44,000.00.

Budget Account Detail

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	<u>Explanation</u>
		\$44,000.00	Grounds
	Total	\$44,000.00	

IMPROVEMENT REQUEST (OTHER)

Date: 12/10/2024

Department/Division Title: Woodbury County Emergency Services, Drew Baier, Director

Request Description:

Woodbury County Emergency Services is requesting approval of funding to install a concrete approach pad on the east side of the building.

Justification:

The concrete pad would allow us to have a good solid approach to the (former gym) east garage door when backing in large trailers or pulling them out. Currently the approach is a mixture of gravel, black top road grindings, dirt, and heaved in the center. This would also help with snow removal and drainage away from the structure as well.

Financial Impact:

The cost to install the concrete pad would be \$16,200.00.

Budget Account Detail

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	<u>Explanation</u>
		\$16,200.00	Building/grounds
	Total	\$16,200.00	

CIP – NEW PROJECT REQUEST FORM

Project Name: Movice Secondary Road Shop

Project Number: *(Finance will provide number)*

Project Manager: County Engineer, Laura Sievers, PE

Department/Division: Secondary Roads

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Total</u>
<u>Revenues</u>						
Old Shop/Property	_____	_____	\$500,000	_____	_____	\$500,000
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
Total Revenues	_____	_____	\$500,000	_____	_____	\$500,000

<u>Expenditures</u>						
Real Estate Purchase	\$150,000	_____	_____	_____	_____	\$150,000
Site Development	_____	\$300,000	_____	_____	_____	\$300,000
Main Building	_____	\$3,985,171	_____	_____	_____	\$3,985,171
Cold Storage Building	_____	_____	\$350,000	_____	_____	\$350,000
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
Total Expenditures	_____	_____	_____	_____	_____	\$4,785,171

Comments: Project information on following page.

Woodbury County, Iowa

Secondary Roads Capital Improvement Program

1. Time Frame

The relocation and replacement of the Merville Shop is overdue. The current building is deteriorating, unsafe, and inadequate due to its age and antiquated design. The site is considered unsightly by the City of Merville, particularly as it is the first impression visitors and travelers encounter on US 20. Both public and private entities have expressed interest in acquiring the site. Alternative, more suitable locations for the Secondary Roads Merville Shop are available.

2. Items to Be Included in the CIP

- **Proposed Shop Layout:** A proposed shop layout has been included. Although originally designed some time ago, it will require minor updates to accommodate the current equipment and operational needs of the Merville Shop and its staff.
 - a. **Revenue:** The old shop and adjacent property will be sold once the new building is completed, and the equipment and materials currently stored there are relocated.
 - b. **Expenditures:** Detailed expenditure information is outlined in the accompanying CMBA pages.

3. Citizen Participation

The City of Merville has expressed support for the relocation project.

4. Unbudgeted Capital Improvement Projects

Real estate purchases for the new site can be funded through the Secondary Roads budget. Site preparation will be completed by the Secondary Road Department but is included in the costs.

5. New Facilities

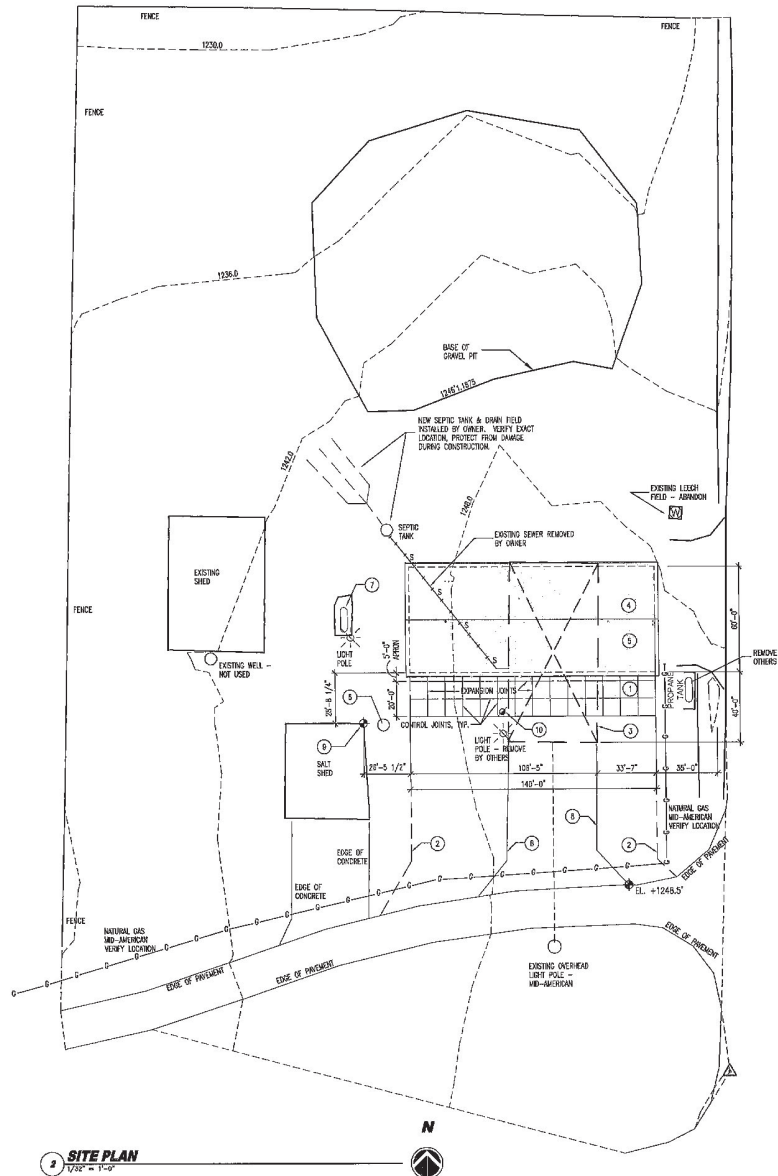
A new facility is justified due to the numerous inadequacies of the existing building:

- **Size:** The current building is too small, and not all equipment can be housed indoors.
- **Heating:** Only one bay is heated, limiting winter operations because not all snow and ice is melted off the vehicle overnight.
- **Vehicle Washing:** There is no wash bay, forcing vehicles to be washed outside in poor weather or not at all, accelerating equipment wear.
- **Structural Issues:** The roof leaks, sidewalls are rusted through, and the floor around the drain is eroding.

- **Storage:** Insufficient space for bulk oil and DEF systems, which are more cost-effective to purchase in larger quantities.
- **Maintenance:** There is no mechanics bay, leading to reliance on more expensive outside labor for repairs.
- **Employee Needs:**
 - Lack of a conference room for Secondary Roads employees.
 - No designated break room.

This proposal underscores the critical need for a modern, adequately equipped facility to support the efficiency, safety, and operational needs of the Secondary Roads team.

FILE LOCATION: I:\PROJECTS\071334\WOOD\071334-1.01 SITE PLAN.dwg
 DATE: 11/16/2009 9:42 AM
 PLOT DATE: 11/23/09 3:07 PM



2 SITE PLAN
 1/16" = 1'-0"

GENERAL NOTES

- EXISTING TOPOGRAPHY & BOUNDARY INFORMATION SHALL BE VERIFIED AT THE SITE. VERIFY ALL LOCAL CONDITIONS, INCLUDING ZONING, COUNTY SITE REGULATIONS, LOCAL ENGINEERING REGULATIONS, & EXISTING UTILITY INFORMATION, PRIOR TO START OF WORK.
- VISIT SITE PRIOR TO QUARRYING, BRUSHING OR START OF WORK.
- SITE SHALL BE KEPT NEAT & CLEAN AT ALL TIMES. PROVIDE ONE PERMITS AS REQUIRED.
- MAKE ALL SEWER, WATER, GAS, AND ELECTRICAL CONNECTIONS IN ACCORDANCE WITH LOCAL AUTHORITIES & REGULATIONS.
- SEE MECHANICAL & ELECTRICAL DRAWINGS FOR FURTHER SITE CONSTRUCTION INFORMATION.
- THE OWNER WILL COMPLETELY REMOVE THE EXISTING BUILDING AND FOUNDATION, PROVIDE OVER EXCAVATION AND PLACEMENT OF NEW FILL AS REQUIRED AND PROVIDE PROPER FINISHING OF THE SITE. THE CONTRACTOR SHALL PROVIDE, PLACE, AND INSTALL CONCREAR FILL BELOW THE NEW CONCRETE SLABS AS REQUIRED.
- USE SUE 33 SHOWN FOR INFORMATIONAL PURPOSES ONLY. VERIFY EXACT LOCATION WITH UTILITY.

KEY NOTES

- NEW CONCRETE FRAMING - EXTEND 2'-0" SOUTH FROM APRON
- LINE OF FUTURE ASPHALT DRIVE
- EXISTING SHED, EXCAVATION BY OWNER
- MINI FLOOR ELEVATION TO BE AT 1248.5', SET TO 1/2"-2" TO COORDINATE WITH CONSTRUCTION DRAWINGS
- OWNER WILL BRING TOP OF BUILDING FILL PAD TO ELEVATION 1247.5' OR (1'-2")
- EXISTING WELLS - PROTECT FROM DAMAGE
- EXISTING FUEL STORAGE - PROTECT FROM DAMAGE. PROVIDE ACCESS FOR OWNERS USE DURING CONSTRUCTION
- EDGE OF EXISTING ASPHALT DRIVE - PROTECT FROM DAMAGE
- USE NE CORNER OF SALT SHED AS BENCH MARK FOR NEW BUILDING LOCATION
- EXISTING INVENTORY, REMOVED AND TEMPORARILY RELOCATED BY OWNER. TO BE REMOVED BY OWNER PRIOR WHEN INVENTORY IS AVAILABLE ON SITE. COORDINATE REMOVAL W/ OWNER.

REVISIONS

PROGRESS PRINT

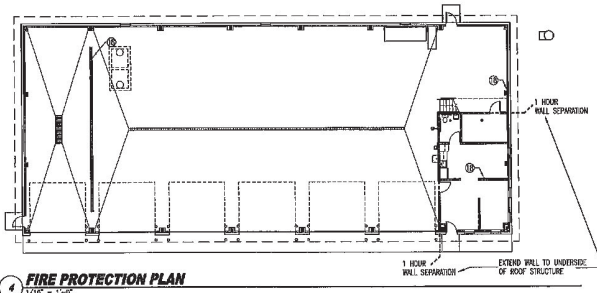
NOT FOR CONSTRUCTION
 DATE: Jan 07, 2009 - 02:07 pm
 CANNON MOSS BRYGGER & ASSOC.

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DATE: 1/20/2009
 PROJECT: 071339

SITE PLAN

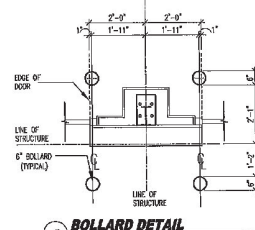
SHEET



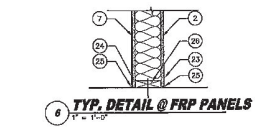
1 FIRE PROTECTION PLAN
1/8" = 1'-0"

CODE INFORMATION

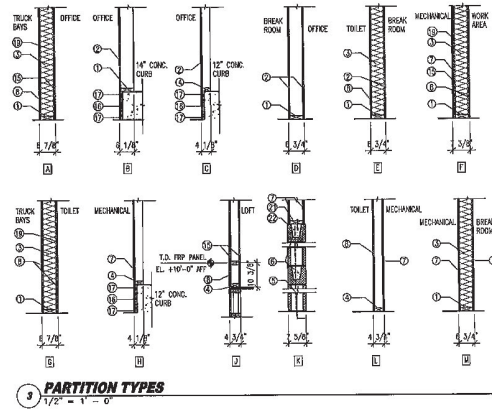
- (REFERRED; FOR FULL CODE REVIEW CONTACT ARCHITECT)
- BUILDING SIZE: 4,000 SQ. FT.
- BUILDING OCCUPANCY:
 - MULTIPLE RESIDUAL RESIDENCE GROUP S-L, NEIGH. GARAGE 7,000 SQ. FT. BUSINESS GROUP B
- SO.3.1 OFFICES ARE AN ACCESSORY OCCUPANCY TO THE MAIN OCCUPANCY.
- SO.3.3 TYPE IIB CONSTRUCTION
- TABLE 501 FIRE-RESISTANCE RATING REQUIREMENTS FOR BUILDING ELEMENTS (ROOMS)
 - STRUCTURAL FRAME 0
 - EXTERIOR EXPOSED WALLS 2
 - INT. DIVIDING WALLS 0
 - INT. NON-DIVIDING WALLS 0
 - FLOOR CONSTRUCTION 0
 - ROOF CONSTRUCTION 0
- TABLE 502 ALLOWABLE FLOOR AND BUILDING AREAS (COMPLEX)
- TABLE 503.3 MINIMUM LIFE AREA STORAGE LIFT WILL BE RATED 1-HOUR
- TABLE 503.3.3 REQUIRED SEPARATION OF OCCUPANCIES NO SEPARATION IS REQUIRED EXCEPT IN 4-S-1 OCCUPANCIES. HOWEVER, THERE WILL BE A 1-HOUR SEPARATION PROVIDED BETWEEN AREAS DUE TO THE NATURE OF THE ACTIVITIES THAT WILL BE PERFORMED IN THE SHOP AREA.
- TABLE 502 NO FIRE RAINES REQUIRED ON EXTERIOR WALLS
- TABLE 716.4 1-HOUR FIRE PARTITION = 3/4 HOUR FIRE RATED MING
- 716.4.7 FIRE DOORS SHALL BE SELF-CLOSING
- 903.5.1 AUTOMATIC SPRINKLER SYSTEM IS NOT REQUIRED
- TABLE 1213.5 SPACES WITH ONE VIEW OF ESCAPE
 - B OCCUPANCY 40 MIN. OCCUPANCY
 - B OCCUPANCY 1 HOUR COMPLEX
 - B OCCUPANCY 20 MIN. OCCUPANCY
 - SO TOTAL OCCUPANCY 2, 20 MIN. COMPLEX



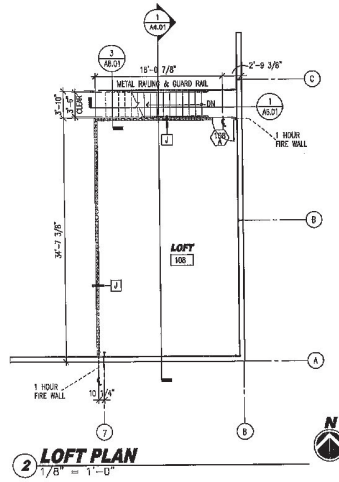
2 BOLLARD DETAIL
1/2" = 1'-0"



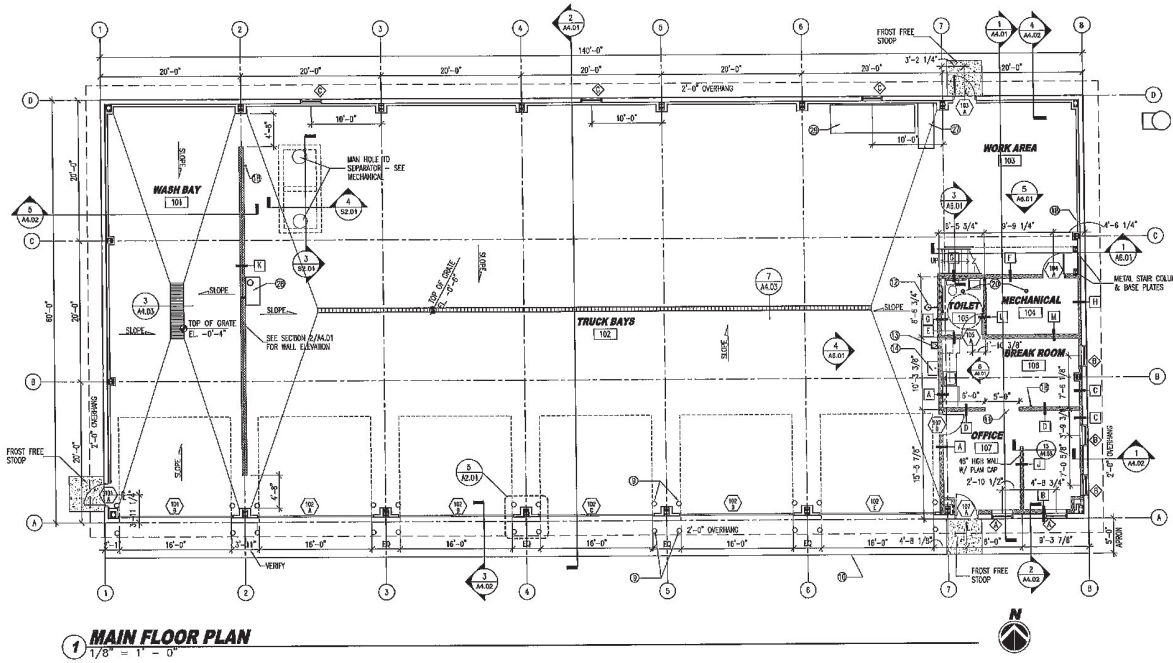
3 TYP. DETAIL @ FRP PANELS
1/2" = 1'-0"



4 PARTITION TYPES
1/2" = 1'-0"



5 LOFT PLAN
1/8" = 1'-0"



6 MAIN FLOOR PLAN
1/8" = 1'-0"

GENERAL NOTES

1. SEE NECESSARY TRUCK ELEVATOR & INTERIOR ELEVATORS ON SHEET 200 FOR ADDITIONAL INFORMATION.
2. SEE ELECTRICAL AND MECHANICAL SCHEDULES FOR EQUIPMENT CONSTRUCTION.
3. SEE DOOR AND FRAME SCHEDULES FOR FURTHER INFORMATION.
4. WHERE DOOR LOCATIONS ARE NOT INDICATED - THE FRAME SHALL BE LOCATED 4" FROM ADJACENT WALL.
5. SEE MECHANICAL FOR HOSE WBS AND AIR COMPRESSOR DUCT LOCATIONS.
6. PENETRATIONS THROUGH THE ROOF, SEE MECHANICAL SCHEDULES W/40 & W/45.
7. ROOF SHALL BE FINISHED TO THE 2" O.C. & BEARING WALLS W/ FLOOR JOISTS AND STOPS IN ALL DIRECTIONS. ALL WALL BEARING WALLS, WOOD STUDS FINISHED TO BE 16" O.C.
8. FOR FIRE PROTECTION AND CODE INFORMATION SEE FIRE PROTECTION PLAN.

KEY NOTES

1. 2X6 STUDS @ 12" O.C. - MATCH FLOOR JOISTS STRICTLY ABOVE & BEARING WALLS
2. 5/8" GIP. BOARD.
3. BATT INSULATION
4. 2X4 STUDS @ 16" O.C.
5. 1/2" C&G - W/ 1" VERTICAL FS BARS @ 24" O.C. - GROUT FILL
6. 2X4 BEAM W/ 12" FS BARS CONTINUOUS @ 1/2" SPACES OF BARS @ 20" TOP
7. FRP PANEL OVER 1/2" PLYWOOD SUBSTRATE
8. FRP PANEL OVER 1/2" PLYWOOD SUBSTRATE FIRECODE "X" SUBSTRATE @ 1 HOUR FIRE WALL AS INDICATED
9. BOLLARDS, TYPICAL @ INTERIOR & EXTERIOR FOR EACH OVERHEAD DOOR @ 16" O.C. SPACING. SEE SITE PLAN FOR EXHIBITION JOISTS & CONTROL JOISTS.
10. EXH. HEADER
11. EYE WASH SHOWER
12. WARE COOLER
13. UTILITY SINK
14. 1/2" FIRECODE "X" CYCLUM BOARD
15. FLOOR INSULATION
16. TURNING STRIPS
17. WALL MOUNTED FIRE EXTINGUISHER BY OWNER
18. VAPOR BARRIER
19. FLOOR DRAIN
20. 2X6 STUDS @ 16" O.C.
21. PRECASTED DRIP CAP
22. WOOD BISC
23. PANEL END CAP
24. GASKET - WEATHER TIGHT
25. STUD FRAMING
26. AIR COMPRESSOR - BY OWNER
27. POWER WRENCH - BY OWNER
28. WORK BENCH - BY OWNER

REVISIONS

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 07139

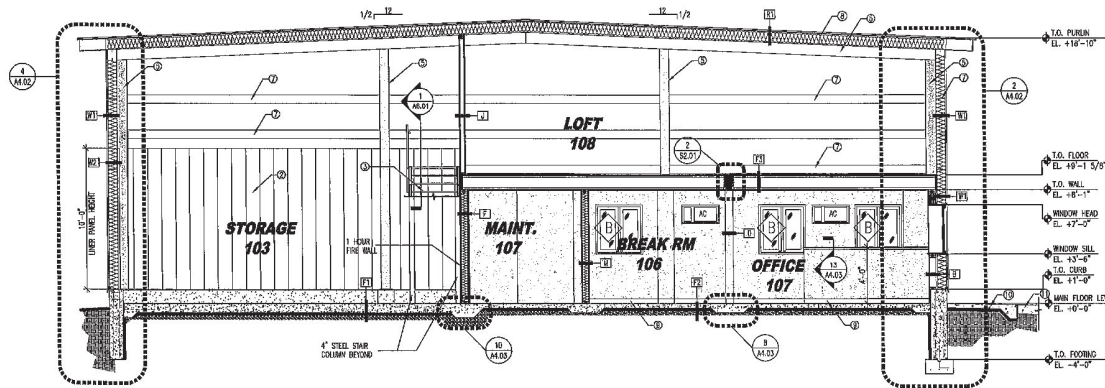
FLOOR PLAN

**WOODBURY COUNTY
 MAINTENANCE FACILITY
 MOVILLE, IOWA**

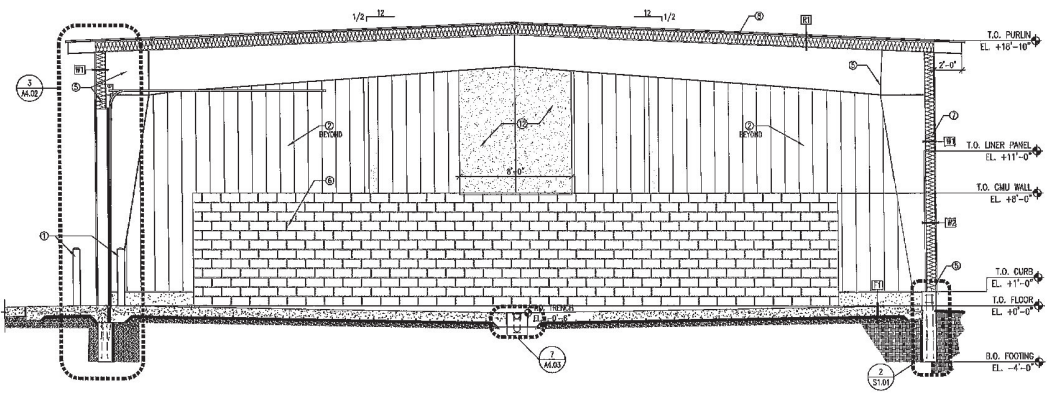
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1 BUILDING SECTION
1/2" = 1'-0"



2 BUILDING SECTION
1/2" = 1'-0"

GENERAL NOTES

- FLOOR FINISHES**
 1-1 3" CONCRETE FLOOR W/ REINFORC. RAFTER HEAT & REINFORCING
 SEE STRUCTURAL
 2" RIGID INSULATION
 WOOD BRISSES
 COMPACTED GRANULAR FILL
 SAND
 1-2 4" CONCRETE FLOOR W/ INDOOR RAFTER HEAT & REINFORCING
 SEE STRUCTURAL
 2" RIGID INSULATION
 WOOD BRISSES
 COMPACTED GRANULAR FILL
 SAND
 1-3 1/4" TONGUE & GROOVE PLYWOOD
 11-7/8" I-JOISTS @ 12" O.C. - AUTH. WITH STD. WALL FINISH
 WOOD BRISSES OVER 1/2" GYPSUM BOARD
ROOF ASSEMBLY
 R-1 SANDING BEAM METAL ROOF
 STRUCTURAL FOAM GYPSY W/
 INSULATION W/ VAPOR BARRIER
 R-2 STANDING SEAM METAL ROOF
 STRUCTURAL FOAM GYPSY W/
 INSULATION W/ VAPOR BARRIER
 METAL LINER PANEL
WALL ASSEMBLY
 W-1 EXTERIOR METAL WALL PANELS
 STRUCTURAL FOAM GYPSY W/ INSULATION & VAPOR BARRIER
 W-2 EXTERIOR WOOD WALL PANELS
 STRUCTURAL FOAM GYPSY W/ INSULATION & VAPOR BARRIER
 METAL LINER PANELS @ HEIGHTS INDICATED

KEY NOTES

- 1 BOLTED
- 2 METAL LINER PANELS
- 3 BRIMS, SEE DETAILS
- 4 METAL BRIM
- 5 MAIN TRASH
- 6 CHU WALL
- 7 ROOF
- 8 FLOORING
- 9 MAIN BRISSE
- 10 ASPHEN
- 11 SLAB ON GRADE
- 12 TRIP PANELS TIGHT TO MAIN FRAME
- 13 PREFINISHED DROP CUP

REVISIONS

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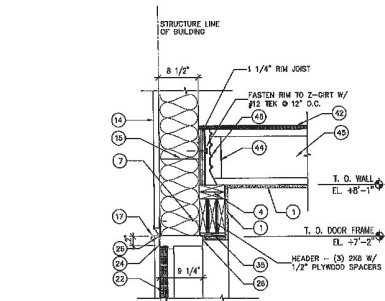
BUILDING SECTIONS

WOODBURY COUNTY
MAINTENANCE FACILITY
 MOVILLE, IOWA

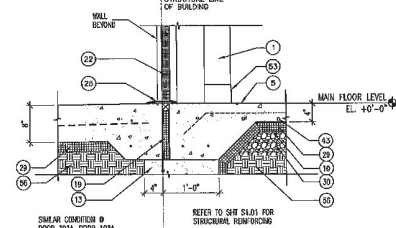
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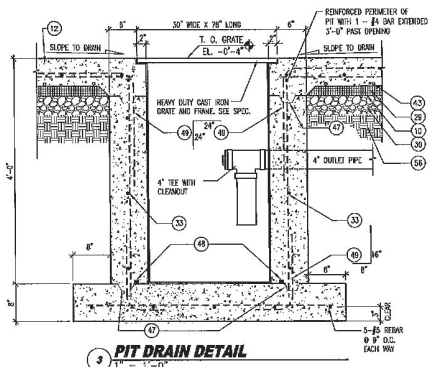
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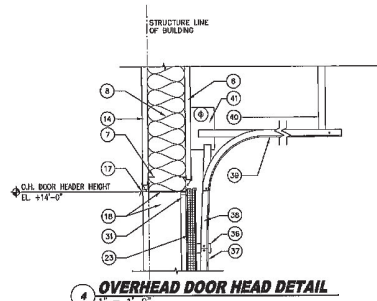
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 1" = 1'-0"



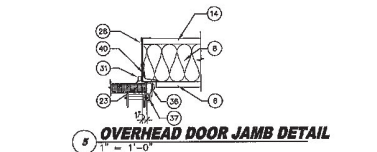
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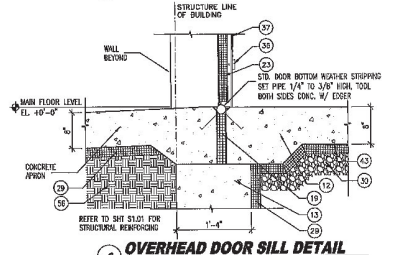
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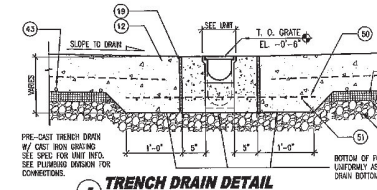
4 OVERHEAD DOOR HEAD DETAIL
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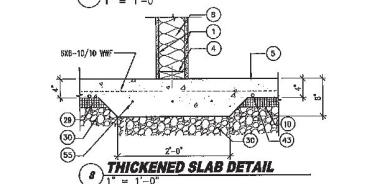
5 OVERHEAD DOOR JAMB DETAIL
 1" = 1'-0"



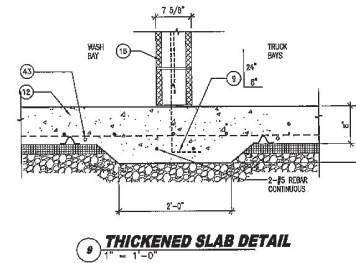
6 OVERHEAD DOOR SILL DETAIL
 1" = 1'-0"



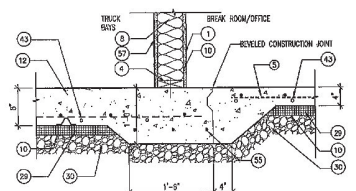
7 TRENCH DRAIN DETAIL
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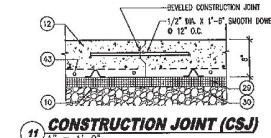
8 THICKENED SLAB DETAIL
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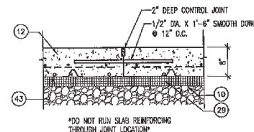
9 THICKENED SLAB DETAIL
 1" = 1'-0"



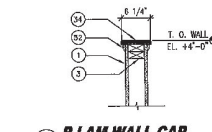
10 THICKENED SLAB DETAIL
 1" = 1'-0"



11 CONSTRUCTION JOINT (CSJ)
 1" = 1'-0"



12 CONTROL JOINT (CJ)
 1" = 1'-0"



13 P LAM WALL CAP
 1" = 1'-0"

GENERAL NOTES

KEY NOTES

- 1 1/4" CURBISH BAND
- 2 STEEL BEAM BY METAL BLED BOARD
- 3 2x4 WOOD STUD FINISHING
- 4 2x6 WOOD STUD FINISHING
- 5 GRANITE BOARD W/ FINISHING INF
- 6 METAL LINER PANEL
- 7 AS PROVIDED BY THE METAL DRIVING MANUFACTURER
- 8 BAIT INSULATION
- 9 #5 BARS @ 24" O.C.
- 10 WOVEN ROOFER
- 11 TRAP WELL FLASHING
- 12 CONCRETE FLOOR SLAB - REFER TO SLAB FOR REINFORCING
- 13 FLOORING WALL - REFER TO SLAB FOR REINFORCING
- 14 METAL WALL PANEL SEE EXTERIOR FINISHINGS
- 15 HORIZONTAL WALL CHIT
- 16 1 1/2" DIA. X 1'-0" SMOOTH BOWELS @ 12" O.C.
- 17 PREHEATED DRIP CAP
- 18 METAL EDGE FLASHING
- 19 EXPANSION JOINT
- 20 ALUMINUM FRIDGE
- 21 ALUMINUM WINDINGS
- 22 EXTERIOR METAL DOOR
- 23 INSULATE EXTERIOR HANGING DOOR
- 24 HOLLOW METAL DOOR FRAME
- 25 WINDSHIELD - SEE IN SEAWALL
- 26 CALK, WEATHER TIGHT
- 27 STOP - REFER TO SLAB FOR REINFORCING
- 28 FINISHED METAL FLASHING
- 29 RIBC INSULATION
- 30 COMPACTED GRANULAR FILL
- 31 WEATHER-STRIPPING
- 32 1" GYM BOARD BEAM LINER W/ 2 - #4 BARS
- 33 VERTICAL REINFORCING #5 BARS @ 16" O/C HORIZONTAL #5 BARS @ 16" O/C VERTICAL
- 34 FINISH LAMINATE OR 3/4" PLYWOOD SUBSTRATE
- 35 SHIM - AS REQUIRED
- 36 JAMB BRACKETS
- 37 VERTICAL TRACK ASSEMBLY
- 38 BREAK AWAY TRACK ASSEMBLY
- 39 HORIZONTAL TRACK ASSEMBLY
- 40 VERTICAL WHEEL SUPPORT SEE SLAB AND WINDY DET.
- 41 WEARPLATE
- 42 3/4" 1x6 PLYWOOD SUBFLOOR
- 43 IN-FLOOR RADIANT FLOOR HEATING
- 44 -JOIST NEED DIFFERENCES (ROOM SIZES)
- 45 11 7/8" 1-COIL @ 12" O.C.
- 46 EXCAVATION METAL HANGER (TYPICAL CAPACITY)
- 47 2" X 3" 3RD PROPOSED KEY WAY CONTROLLED EXTERIOR WATER-SHOP @ PERIMETER
- 48 #5 BARS @ 18" O.C.
- 49 1/2" DIA. X (THAT WITHIN @ 20") SMOOTH CORNERS @ 12" O.C.
- 50 #5 BARS @ PERIMETER OF DRAIN
- 51 1/2" X 1 1/2" WOOD TRIM
- 52 4" METAL BRIDE
- 53 (3) 1 1/2" X 11 1/2" LVL BEAM
- 54 WINDSHIELD - SEE IN SEAWALL
- 55 FINISH
- 56 FIBER PANEL OVER 3/4" GYM BOARD FIREGRADE "C" SUBSTRATE

REVISIONS

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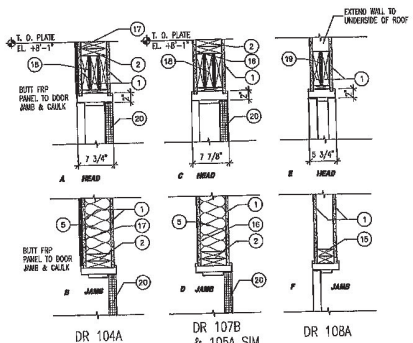
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 ARCHITECTS

DATE: 1/20/2009
 PROJECT: 07139

CONSTRUCTION DETAILS

WOODBURY COUNTY
 MAINTENANCE FACILITY
 MOVILLE, IOWA

SHEET
 A4.03

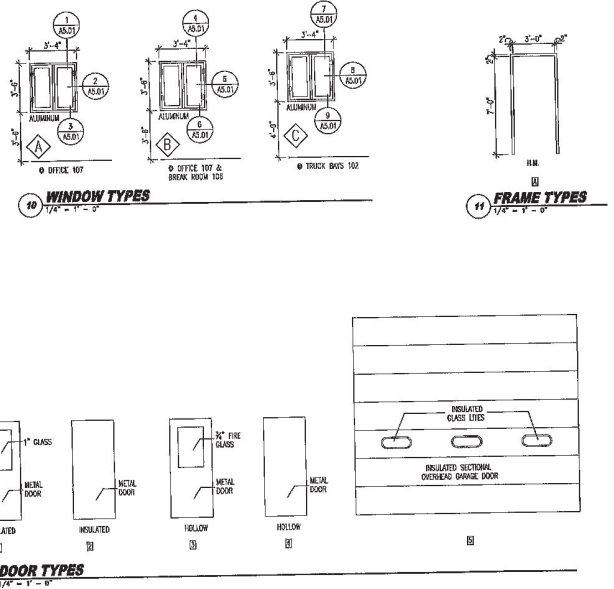
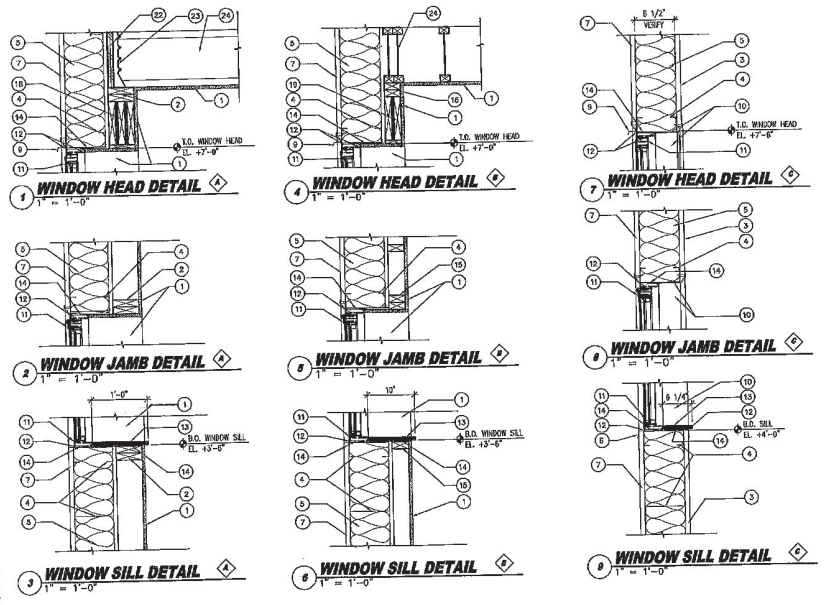


H.M. DOOR - HEAD & JAMB DETAILS
 10
 1" = 1'-0"

DOOR NO.	DOOR AND FRAME SCHEDULE										LABEL	HOWEL	KEY NOTES	DOOR NO.		
	DOOR					FRAME										
	WIDTH	HEIGHT	THK.	MAT.	FINISH	TYPE	MAT.	FINISH	TYPE	DETAIL						
101A	3'-0"	7'-0"	1 3/4"	HM	PT	1	HM	PT	A	1/M.03 SM	1/M.03 SM	2/M.03 SM	---	---	---	101A
101B	18'-0"	14'-0"	2"	MFL	PF	5	MFL	---	---	4/M.03	5/M.03	6/M.03	---	---	---	OVERHEAD DOOR 101B
102A	18'-0"	14'-0"	2"	MFL	PF	5	MFL	---	---	4/M.03	5/M.03	6/M.03	---	---	---	OVERHEAD DOOR 102A
102B	18'-0"	14'-0"	2"	MFL	PF	5	MFL	---	---	4/M.03	5/M.03	6/M.03	---	---	---	OVERHEAD DOOR 102B
102C	18'-0"	14'-0"	2"	MFL	PF	5	MFL	---	---	4/M.03	5/M.03	6/M.03	---	---	---	OVERHEAD DOOR 102C
102D	18'-0"	14'-0"	2"	MFL	PF	5	MFL	---	---	4/M.03	5/M.03	6/M.03	---	---	---	OVERHEAD DOOR 102D
102E	18'-0"	14'-0"	2"	MFL	PF	5	MFL	---	---	4/M.03	5/M.03	6/M.03	---	---	---	OVERHEAD DOOR 102E
103A	3'-0"	7'-0"	1 3/4"	HM	PT	2	HM	PT	A	1/M.03 SM	1/M.03 SM	2/M.03 SM	---	---	---	103A
104A	3'-0"	7'-0"	1 3/4"	HM	PT	2	HM	PT	A	130/AS.01	130/AS.01	---	45 WH	3	---	104A
105A	3'-0"	7'-0"	1 3/4"	HM	PT	2	HM	PT	A	130/AS.01	130/AS.01	---	---	4	---	105A
107A	3'-0"	7'-0"	1 3/4"	HM	PT	1	HM	PT	A	1/M.03	1/M.03	2/M.03	---	---	---	107A
107B	3'-0"	7'-0"	1 3/4"	HM	PT	3	HM	PT	A	130/AS.01	130/AS.01	---	45 WH	2	---	107B
108A	3'-0"	7'-0"	1 3/4"	HM	PT	4	HM	PT	A	13E/AS.01	13F/AS.01	---	45 WH	3	---	108A

RM. NO.	ROOM NAME	FLOOR	FLR FIN	BASE	WALLS								CEILING		REMARKS	RM. NO.		
					NORTH	FINISH	SOUTH	FINISH	EAST	FINISH	WEST	FINISH	MATERIAL	FINISH			HEIGHT	
101	WASH BAY	CONC	---	---	M/P	---	M/P	---	OS/FRP	---	M/P	---	M/P	---	18'-0"	METAL LINER TO LINE	101	
102	TRUCK BAYS	CONC	---	---	M/P/ES	---	M/P/ES	---	FRP/PY	CB	---	ES	---	18'-0"	METAL LINER TO 11'-0" A.F.F.	102		
103	WORK AREA	CONC	---	---	M/P	---	OS	FRP/PY	M/P/ES	---	---	---	ES	---	18'-0"	METAL LINER TO 11'-0" A.F.F.	103	
104	MECHANICAL	CONC	---	---	CB	FRP	FRP	FRP	FRP	FRP	FRP	FRP	FRP	ES	8'-1"	---	104	
105	TOILET	CONC	FS	---	CB	FRP	CB	FRP	CB	FRP	CB	FRP	CB	FRP	8'-1"	---	105	
106	BREAK ROOM	CONC	FS	WB	CB	PT	CB	PT	CB	PT	CB	PT	CB	PT	8'-1"	---	106	
107	OFFICE	CONC	FS	WB	CB	PT	CB	PT	CB	PT	CB	PT	CB	PT	8'-1"	---	107	
108	LOFT	NO	---	---	CB	PT	ES	---	ES	---	ES	---	CB	PT	ES	1	CLG. HT. VARIOUS	108

ROOM FINISH LEGEND
 CONC: CONCRETE
 OS: EXPOSED STRUCTURE
 FRP: FIBERGLASS REINFORCED PLASTER
 PY: CYCLUM BOARD
 M/P: METAL LINER PANEL
 M/P/ES: METAL LINER PANEL FIBROGLASS
 FRP: FIBROGLASS
 ES: VINYL ESSE
 FS: FLOOR SCALER



- KEY NOTES**
- 5/8" CYCLUM BOARD
 - 2X4 WOOD STUD FRAMING
 - METAL LINER PANEL
 - AS PROVIDED BY THE METAL BUILDING MANUFACTURER
 - BUTT INSULATION
 - 1/2" WALL FLASHING
 - METAL LINER PANEL
 - SEE EXTERIOR DRAWINGS
 - HORIZONTAL WALL GRIP
 - FIBROGLASS DREP CAP
 - METAL ESSE FLASHING
 - ALUMINUM HANDING
 - CHALK, MARKER TOOTH
 - PLASTIC SHIMMER BY 5/8" FIBROGLASS SUBSTRATE
 - SHIM - AS REQUIRED
 - 2X4 WOOD STUD FRAMING
 - FRP PANEL W/ 5/8" GYP. BOARD, SUBSTRATE
 - FRP PANEL W/ 1/2" PLYWOOD SUBSTRATE
 - 3 PLY - 2X6 HEADER W/ 1/2" PLYWOOD SPACERS
 - 2 PLY - 2X6 HEADER W/ 1/2" PLYWOOD SPACERS
 - INSULATED METAL DOOR
 - HOLLOW METAL DOOR
 - HM - AS ST
 - FIBROGLASS METAL HANDING (1700) CAPACITY
 - 11 1/2" x 105" @ 12" O.C.

REVISIONS

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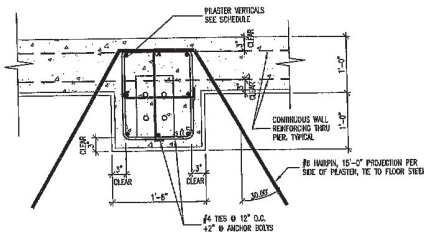
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 PROJECT: 07130

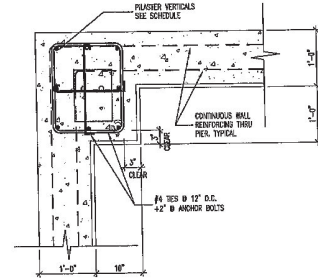
DOOR WINDOW SCHEDULES

WOODBURY COUNTY MAINTENANCE FACILITY
 MOBILE, IOWA

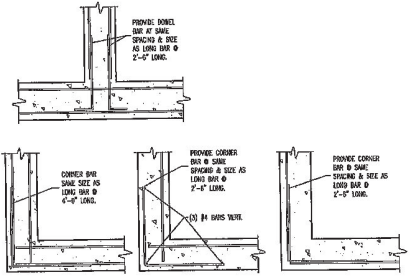
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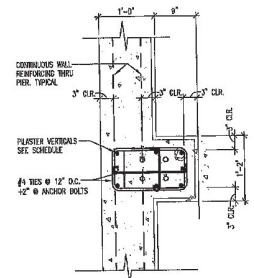
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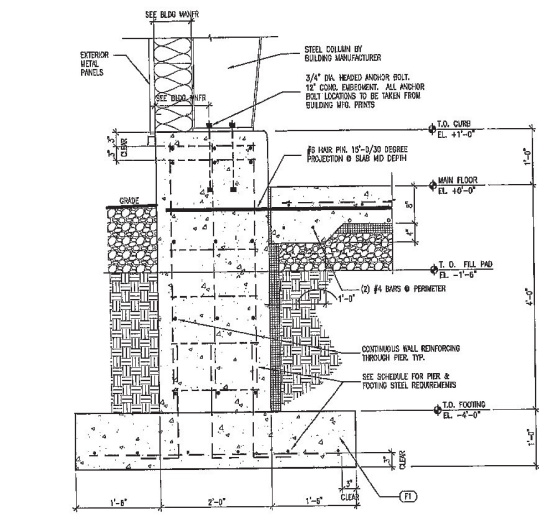
2 PIER DETAIL "P2"



4 TYP. REINFORCING WALL CORNER DETAILS



5 PIER DETAIL "P3"



3 PILASTER DETAIL

GENERAL NOTES

1. REFER TO SHEET SLO1 FOR FOUNDATION SCHEDULES, CONTINUOUS WALL FOUNDATION SCHEDULES, & PIER SCHEDULES.

KEY NOTES

REVISIONS

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DATE: 1/20/2009
PROJECT: 07139

FOOTING & FOUNDATION DETAILS

WOODBURY COUNTY
MAINTENANCE FACILITY
MOVILLE, IOWA

AWEST
S1.02

IMPROVEMENT REQUEST

Department/Division Title: Sheriff's Office Patrol Division

Request: 23 – M3 Patrol Ruggedized PC.

Justification: Due to a Windows 11 mandate which will take effect October of 2025, 23 of our current tablets will not support the Windows 11 update.

Financial Impact: 87,000

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-05-1060-000-44600	Radio and related	\$87,000	Tablet upgrade

Total: \$87,000

IMPROVEMENT REQUEST

Department/Division Title: Sheriffs Office

Request: Licenses and software for Cellebrite. Used to open cell phones and download the information that are needed during investigations.

Justification: We have been having to go to other agencies that have this technology and as a result we are waiting sometimes up to 6 months to retrieve the data we need to make criminal cases.

Financial Impact: \$21,057.36 for this year, and a yearly fee after that.

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-05-1060-000-44901	Contractual Services	\$21,057.36	
Total:		21,057.36	

CIP – NEW PROJECT REQUEST FORM

Project Name: Renovate DNR Office

Project Number: _(Finance will provide number)

Project Manager: Tina Bertrand

Department/Division: Treasurer's Department

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Total</u>
<u>Revenues</u>						
CIP Loan	125,000					
Total Revenues						

<u>Expenditures</u>						
CIP Fund	125,000					
Total Expenditures						

Comments: Renovate approximately 500 sf DNR office at approximately \$250/sf. Renovation is necessary to better utilize office space and staffing resources. Current set up does not provide enough visual access to the lobby area, nor allow staff to work efficiently when waiting on customers.

CIP – NEW PROJECT REQUEST FORM

Project Name: Interior Paint Anthon Office

Project Number: _(Finance will provide number)

Project Manager: Tina Bertrand

Department/Division: Treasurer's Department

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Total</u>
<u>Revenues</u>						
CIP Loan	60,000					
Total Revenues						

<u>Expenditures</u>						
CIP Fund	60,000					
Total Expenditures						

Comments: Interior paint Anthon office - approximately 6,000 sf of wall area at \$10/sf.

CIP – NEW PROJECT REQUEST FORM

Project Name: Interior Paint Treasurer's Office

Project Number: (Finance will provide number)

Project Manager: Tina Bertrand

Department/Division: Treasurer's Department

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Total</u>
<u>Revenues</u>						
CIP Loan	60,000					
Total Revenues						

<u>Expenditures</u>						
CIP Fund	60,000					
Total Expenditures						

Comments: Interior paint Treasurer's office - approximately 6,000 sf of wall area at \$10/sf.

CIP - NEW PROJECT REQUEST FORM

Project Name: WCICC-IT FY26 CIP

Project Number: *(Finance will provide number)*

Project Manager: John Malloy

Department/Division: WCICC-IT

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Total</u>
<u>Revenues</u>						
Total Revenues:						

<u>Expenditures</u>						
Enterprise/Edge Firewall Upgrade	100,000.00					
Security Utilities/Keys	40,000.00					
County PCs	40,000.00					
Fiber Optics	25,000.00					
Fiber Testing & Diag Tools	25,000.00					
GIS Dashboard	25,000.00					
Extreme Edge Switch Cleanup	25,000.00					
Total Expenditures:	280,000.00					

Comments:

1500-52-9110-000-63200 for hardware, 1500-52-9110-000-64600 for software.

Date of Request	Department	Request	Financial impact	Fund	Misc
1/6/2025	CED	Senior Clerk Pay Grade 4 Step 5 change to Pay Grade 5 step 5	Before 75,881.68 After 81,059.78 Financial Impact 5,178.10	0011 Rural Basic	
12/13/2024	Sheriff	8 additional Correctional Officers	81,261.99 * 8 = 650,095.92	0001 General Basic	
12/12/2024	Treasurer	Clerk II (Grade 3) Step 5 To Clerk III (Grade 5) Step 4 (1 of 2)	Before \$81,882.54 After \$86,088.71 Financial Impact \$4,206.17	0001 General Basic	
12/12/2024	Treasurer	Clerk II (Grade 3) Step 5 To Clerk III (Grade 5) Step 4 (2 of 2)	Before \$81,882.54 After \$86,088.71 Financial Impact \$4,206.17	0001 General Basic	
12/12/2024	Treasurer	Clerk II (Grade 3) Step 5 To Senior (Grade 4) Clerk Step 5	Before \$81,882.54 After \$86,894.73 Financial Impact \$5,012.19	0001 General Basic	
12/12/2024	Treasurer	Clerk II (Grade 3) Step 4 To Senior Clerk (Grade 4) Step 4	Before \$75,896.89 After \$80,533.32 Financial Impact \$4,636.43	0001 General Basic	
12/12/2024	Treasurer	Clerk II (Grade 3) step 3 To Senior Clerk (Grade 4) step 3	Before \$72,853.11 After \$77,466.89 Financial Impact \$4,613.78	0001 General Basic	
12/12/2024	Treasurer	Clerk II (Grade 3) step 2 To Senior Clerk (Grade 4) Step 2 (1 of 2)	Before \$70,426.39 After \$75,332.65 Financial Impact \$4,906.26	0001 General Basic	
12/12/2024	Treasurer	CC4:C10lerk II (Grade 3) step 2 To Senior Clerk (Grade 4) Step 2 (2 of 2)	Before \$70,426.39 After \$75,332.65 Financial Impact \$4,906.26	0001 General Basic	
12/11/2024	EMS	5 Paramedics FTE change from .05 FTE to .25 FTE	Before - \$4,468.55 ea After: \$22,342.67ea Financial Impact : \$17,874.12 ea Total: \$89,370.60	0002 General supp	
12/11/2024	EMS	Clerk II (Grade 3) Step 5 To Clerk III (Grade 5) Step 4	Before \$68,837.67 After \$72,213.19 Financial Impact \$3,375.52	0002 General supp	.80 FTE from Clerk II to Clerk III (remainder .2 is budgeted as EMT)
12/11/2024	EMS	3% additional to EMTs, EMT-As and Paramedics	Before \$807,602.52 After \$902,308.43 Financial Impact \$94,705.91	0002 General Supp	Note - this is the total of the difference adding 3% to the 3% and also changing the .05 to .25 employees
12/10/2024	Veteran's Affairs	Wage plan - Clerk III grade 5 Step 4 To Grade 6 step 4	Before \$75,116.16 After \$80,147.71 Financial Impact \$5,031.55	0001 General Basic	
12/10/2024	Veteran's Affairs	Wage Plan - Clerk III grade 5 Step 5 To Grade 6 step 5	Before \$72,875.65 After \$77,907.20 Financial Impact \$5,031.55	0001 General Basic	
11/25/2024	E911	1 FTE Position	30,107 (30.2% of total)		

From: [Daniel Priestley](#)
To: [Michelle Skaff](#); [Shona Campbell](#)
Cc: [Melissa Thomas](#)
Subject: Improvement Request for Senior Clerk Position - Dawn Norton
Date: Monday, January 6, 2025 3:20:51 PM

Good afternoon Michelle and Shona,

Please accept this budget “improvement request” for a change in grade for the Community and Economic Development Senior Clerk Position (Dawn Norton) from a Pay Grade 4, Step 5 to the **Pay Grade 5, Step 5**.

Based on our conversation, it is my understanding that this request will go to the Board of Supervisors during the department budget hearing for their consideration. It is also my understanding that Human Resources will correspond with the union on this matter.

In the meantime, please let me know if there is any additional information that will be needed from me. Thank you for your help with this process as it is definitely a new experience for me.

Respectfully and sincerely,
Dan Priestley

Daniel J. Priestley, MPA
Woodbury County Zoning Coordinator
620 Douglas Street #609
Sioux City, IA 51101

Phone: 712-279-6609
Fax: 712-279-6530
Website: WoodburyCountyIowa.gov

From: [Jennifer Beeson](#)
To: [Michelle Skaff](#)
Subject: improvement request
Date: Friday, December 13, 2024 1:41:50 PM
Attachments: [Improvement Request jail 2024.docx](#)

This is what Sheriff and Chief Wingert would like....8 additional correctional officers.
Could you give me numbers for it or would this be sufficient to turn in for the
improvement request?

IMPROVEMENT REQUEST

Woodbury County Sheriff's Office

Department/Division Title: Woodbury County Jail

Request: We are requesting to hire 8 additional correctional officers.

Justification: Due to the increase in jail population of federal prisoners, we are understaffed. An additional 8 correctional officers is needed.

Financial Impact: Funding for this position would come from the additional revenue from federal prisoners.

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-05-1050-000-10007	Full Time Salary		New Position
0001-05-1050-000-35201	FICA		Benefit Increase
0001-05-1050-000-35203	IPERS		Benefit Increase
0001-05-1050-000-35204	Group Health Insurance		Benefit Increase
0001-05-1050-000-35205	Life Insurance		Benefit Increase
0001-05-1050-000-35206	Dental Insurance		Benefit Increase
0001-05-1050-000-35207	LTD Insurance		Benefit Increase
	Total		

From: [Tina Bertrand](#)
To: [Michelle Skaff](#)
Subject: Improvement Requests
Date: Thursday, December 12, 2024 2:07:40 PM
Attachments: [2024-12-13 Improvement Request Blank Form - Clerk III - Submitted.docx](#)
[2024-12-13 Improvement Request Blank Form - Snr Clerk - Submitted.docx](#)

Michelle,

Thank you for taking the time to discuss assistance with calculating improvement requests for the Treasurer's Department. As discussed, I need some assistance in calculating the increase in gross wages and any other benefit that is a % of wages. The requests that I have are as follows:

2 positions to change from a Clerk II step 5 to a Clerk III

5 positions to change from a Clerk II to a Snr Clerk, however, since staff are at different steps please use the following for the calculations:

1. Clerk II step 5 to a Snr Clerk
2. Clerk II step 4 to a Snr Clerk
3. Clerk II step 3 to a Snr Clerk
4. 2 Clerk II step 2 to a Snr Clerk

The requests are attached; however, the budget detail (page 2) is my estimate which needs to be verified. I did not include any estimates for dental, hospitalization, life insurance or LTD insurance since these are changes in position for existing employees and not new positions. The Clerk II positions would be eliminated if the request is approved. Note all improvement requests will be funded from increase in MV fees effective 1/1/25.

Thank you again for your help on this. Your assistance is greatly appreciated!

If you have any questions, please contact me.

Thanks,

Tina M. Bertrand
Woodbury County Treasurer
822 Douglas St. Room 102
Sioux City, IA 51101
712-279-6495

IMPROVEMENT REQUEST

Department/Division Title: Treasurer

Request: As a result of more stringent DPPA requirements along with any county titling changes that take effect January 1, 2024, we are submitting a request to change two (2) Clerk II positions to two (2) Clerk III positions. This change will eliminate two (2) Clerk II positions

Justification: Currently the Treasurer's Office has only two (2) Clerk III positions. For several years, we have not had sufficient backup to support either the motor vehicle, DNR or tax departments when the current clerk(s) is absent for any reason. There are daily job duties and responsibilities assigned to these positions that must be done regardless of attendance. In addition, there are several other Clerk III tasks that cannot be assigned due limited available manhours based on current staffing levels. The impact of DPPA requirements and any county titling will require enhanced research, identity verifications and will increase the number of ERT transactions that we will receive. These impacts will exasperate an already challenging staffing need. To adequately support the Treasurer's department there is a need for two (2) additional Clerk III positions. A Clerk III is required to have a strong working knowledge regarding rules, regulations and processes for each service offered. This person is responsible for collection of proper fees and send notification to responsible parties for collection of correct fees when shortages occur and for the preparation of the report on additional amounts collected, performing a variety of tasks dealing with the accurate and effective collection of money coming into the County including insufficient or bad check payments, sending certified letters and notifying the State of delinquent accounts, is accountable for the accurate balancing of large volumes of incoming money on a daily basis, checks paperwork, collects and records the receipt of fees paid, responsible for the cash count each day and reporting all money on hand (cash, checks and credit/debit payments) at the end of the fiscal and calendar year, and is also in charge of making change to smaller denominations on a daily basis. This position is required to perform all the same tasks as a clerk II and a senior clerk in addition to being crossed trained between all departments, assist in updating operations manual and other department resource manuals, assist in maintaining up to date department forms, assist in County website maintenance for department web pages, assign special projects for the tax department in relation to mobile homes, county held tax sale certificates, suspended taxes, and elderly and disabled tax credits. These responsibilities exceed that of Clerk II or Senior Clerk position.

Financial Impact: Funding for this position would come from increase fees that are included in the legislative action for any county titling. Total financial impact would be \$8,398.68 above projected payroll costs for the current Clerk II position.

Budget detail on page 2.

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-03-8100-000-11702	DENTAL INSURANCE	(\$)	Benefit decrease
0001-03-8100-000-11300	EMPLOYEE HOSPITALIZATION	(\$)	Benefit decrease
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	(\$ 1,472.51)	Benefit decrease
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	(\$ 6,307.44)	Benefit decrease
0001-03-8100-000-11100	IPERS - CNTY CONTRIBUTION	(\$ 10,031.38)	Benefit decrease
0001-03-8100-000-11701	LIFE INSURANCE	(\$)	Benefit decrease
0001-03-8100-000-11703	LTD INSURANCE	(\$)	Benefit decrease
0001-03-8100-000-10007	ORGANIZED EMPLOYEES	(\$ 106,264.62)	Current wage classification
0001-03-8100-000-11702	DENTAL INSURANCE	\$	Benefit Increase
0001-03-8100-000-11300	EMPLOYEE HOSPITALIZATION	\$	Benefit Increase
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	\$ 1,572.18	Benefit Increase
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	\$ 6,734.39	Benefit Increase
0001-03-8100-000-11100	IPERS - CNTY CONTRIBUTION	\$ 10,710.40	Benefit Increase
0001-03-8100-000-11701	LIFE INSURANCE	\$	Benefit Increase
0001-03-8100-000-11703	LTD INSURANCE	\$	Benefit Increase
0001-03-8100-000-10007	ORGANIZED EMPLOYEES	<u>\$ 113,457.66</u>	New wage classification
		\$ 8,398.68	Total financial impact

IMPROVEMENT REQUEST

Department/Division Title: Treasurer

Request: As a result of any county titling changes that take effect January 1, 2024, we are submitting a request to change five (5) Clerk II positions to five (5) Senior Clerk positions. This change will eliminate five (5) Clerk II positions

Justification: Currently the Treasurer's Office has only one (1) senior clerk position. This position is responsible for DNR, property tax and motor vehicle services. With the increase of the use of the ERT system by dealers combined with the cross-titling changes effective January 1, 2024, we do not have appropriate support for any of the services we provide. The use of the ERT system requires an enhanced knowledge of acceptable documents and fees. Additionally, the Anthon office typically functions as a one-person office that is responsible for property tax, motor vehicle and DNR. The clerk is required to have a strong working knowledge regarding rules, regulations and processes for each service offered. This position is required to open and close the office, order supplies, purchase postage as needed, answer the phone, daily balancing of receipts for three separate cash drawers, making daily bank deposits, custodial duties and all other duties associated with a fully functional office. These responsibilities exceed that of a Clerk II position. Combined with the increased volume associated with both any county titling and use of the ERT system there is a need for greater knowledge in the requirements associated with these tasks. This change impacts both the Sioux City and Anthon offices. To adequately support both the Sioux City and Anthon offices there is a need for five (5) senior clerk positions. There are daily job duties and responsibilities assigned to these positions that must be done regardless of attendance. A senior clerk is required to have a strong working knowledge regarding rules, regulations and processes for each service offered. The responsibilities for this position will be required to perform all the same tasks as a clerk II in addition to daily balancing of receipts for three separate cash drawers, provide peer mentoring for training purposes and other additional staff support, preparation of periodic DNR reports along with the ability to open and close the Anthon office, order supplies, purchase postage as needed, answer the phone, making daily bank deposits and all other duties associated with a fully functional office.

Financial Impact: Funding for this position would come from increase fees that are included in the legislative action for any county titling. Total financial impact would be **\$22,149.15** above projected payroll costs for the current Clerk II position.

Budget detail on page 2.

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-03-8100-000-11702	DENTAL INSURANCE	(\$)	Benefit decrease
0001-03-8100-000-11300	EMPLOYEE HOSPITALIZATION	(\$)	Benefit decrease
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	(\$ 3,270.19)	Benefit decrease
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	(\$ 14,007.76)	Benefit decrease
0001-03-8100-000-11100	IPERS - CNTY CONTRIBUTION	(\$ 22,277.99)	Benefit decrease
0001-03-8100-000-11701	LIFE INSURANCE	(\$)	Benefit decrease
0001-03-8100-000-11703	LTD INSURANCE	(\$)	Benefit decrease
0001-03-8100-000-10007	ORGANIZED EMPLOYEES	(\$ 235,995.66)	Current wage classification
0001-03-8100-000-11702	DENTAL INSURANCE	\$	Benefit Increase
0001-03-8100-000-11300	EMPLOYEE HOSPITALIZATION	\$	Benefit Increase
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	\$ 3,533.05	Benefit Increase
0001-03-8100-000-11000	FICA - CNTY CONTRIBUTION	\$ 15,133.72	Benefit Increase
0001-03-8100-000-11100	IPERS - CNTY CONTRIBUTION	\$ 24,068.72	Benefit Increase
0001-03-8100-000-11701	LIFE INSURANCE	\$	Benefit Increase
0001-03-8100-000-11703	LTD INSURANCE	\$	Benefit Increase
0001-03-8100-000-10007	ORGANIZED EMPLOYEES	<u>\$ 254,965.26</u>	New wage classification
		\$ 22,149.15	Total financial impact

From: [Dawn Zahnley](#)
To: [Michelle Skaff](#)
Cc: [Drew Baier](#); [Shona Campbell](#); [Lisa Ruden](#)
Subject: FY26 Improvement Requests & CIP Five Year Plan
Date: Wednesday, December 11, 2024 12:05:58 PM
Attachments: [FY26 Improvement Request-Operations Officers was Increase 3%.pdf](#)
[FY26 Improvement Request-PT Operational Officers .25 FTE.pdf](#)
[FY26 Improvement Request-Clerk II Reclassification to Clerk III.pdf](#)
[FY26 Improvement Request-Other New Rescue Truck.pdf](#)
[FY26 Improvement Request-Other Replace Front Approach.pdf](#)
[FY26 Improvement Request-Other Install Concrete Approach to Gym.pdf](#)
[FY26 CIP Capital Improvement Projects-5 Year Plan.pdf](#)
[image001.png](#)

Michelle,

We have attached the FY26 Budget Forms for Emergency Services.

We are aware the Fiscal Impacts and Budget Detail Information are still needed and will be completed once time allows you to provide.

FY26 Improvement Request

- Increase Full and Parttime Operations Officers wages by 3%
- Move Parttime Operations Officers Paramedics from .05 FTE to .25 FTE Positions
- Reclassify Dawn Zahnley from Clerk II to Clerk III

FY26 Improvement Request (Other)

- Purchase a New Rescue Truck
- Remove and Replace the Front Concrete Approach to the Main Building
- Install a New Concrete Approach on the East Side Gym Entrance

Continued Improvement Plan (CIP) Request Form-Five Year Plan

We appreciate you and your staff for all your help while preparing this budget year. If you have any questions, please let us know.

Thank you!

Dawn L. Zahnley

Clerk II/EMT

Woodbury County Emergency Services

121 Deer Run Trail

Climbing Hill, IA 51015

Ph: 712-876-2212

Cell: 712-253-4396

dzahnley@woodburycountyiowa.gov

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Emergency Services, Drew Baier, Director

Request: This request is to move the parttime paramedics from 0.05 to the 0.25 FTE. Currently the FY 24/25 budget has two different FTEs percentages for the part time employees. The parttime Emergency Medical Technicians (EMT) are considered 0.25 (690 hr.) and the parttime Paramedics are considered 0.05 (139 hr.) employees.

Justification: This streamlines the ability to be financially responsible and keep cost down. This will aid in coverage for military leaves, sick or injuries, vacations, and FMLA.

Financial Impact:

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
Total:			

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Emergency Services, Drew Baier, Director

Request: Emergency Services request to reclassify Dawn Zahnley from a Clerk II Grade 5/Step 5 to a Clerk III Grade 5/Step 5.

Justification: Dawn Zahnley's Clerk II position with Emergency Services has expanded from a Clerk II position to include additional administrative duties and responsibilities to support the Director.

A significant portion of the duties and responsibilities she performs on a daily basis are above that of a Clerk II. Her education, certifications in multiple modalities and years of experience make her a key talent and an effective leader in our department. Dawn has earned and maintained her Iowa EMT Certification for nearly 24 years, 20 of them with the Emergency Services department. This allows her to respond and assist throughout the county as needed. Dawn successfully performs at all levels by overseeing the state EMS inspections through Iowa Department of Public Health, Bureau of Emergency and Trauma Service and Iowa Board of Pharmacy. Additionally, she supports all levels of leadership with her deep knowledge of State of Iowa processes and procedures. Dawn plays an integral role by assisting the Director with budgets, interpreting medical guidelines on multiple levels, communicating with our Medical Director, Iowa Donor Network, Iowa Medical Examiner, scheduling trainings, and monitoring patient care documentation. She ensures deadlines are met for reports, and she manages personnel. Dawn is also a point of contact for rural fire and EMS department and state agencies.

Financial Impact:

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
Total:			

IMPROVEMENT REQUEST

Department/Division Title: Woodbury County Emergency Services, Drew Baier, Director

Request: The request is to raise full and part time staff wages by 3%.

Justification: This allows the county to provide competitive wages in efforts to retain staff, while competing with other paid agencies. With a national trend of declining resource pool of experienced emergency medical technicians/paramedics and competitive market, we need to be aggressive to keep the resources we have.

Financial Impact:

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
Total:			

From: [Loni Kuhlmann](#)
To: [Melissa Thomas](#); [Michelle Skaff](#)
Subject: RE: Quick question
Date: Tuesday, December 10, 2024 9:31:37 AM

Yes, that would be helpful.

Michelle

Would you be able to help with this.

Thanks

Loni Kuhlmann, Executive Director
Woodbury County Commission of Veteran Affairs
1211 Tri View Ave Suite A
Sioux City, IA 51103
Phone: (712) 279-6605 or 6606
Fax: (712) 224-4093
Email: lkuhlmann@woodburycountyiowa.gov



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From: Melissa Thomas <melissathomas@woodburycountyiowa.gov>
Sent: Friday, December 6, 2024 2:56 PM
To: Loni Kuhlmann <lkuhlmann@woodburycountyiowa.gov>
Subject: RE: Quick question

Michelle Skaff can help with these numbers.

Have you done any comparables for this position? Would you like me to pull some numbers from other counties?

From: Loni Kuhlmann <lkuhlmann@woodburycountyiowa.gov>
Sent: Friday, December 6, 2024 12:32 PM
To: Melissa Thomas <melissathomas@woodburycountyiowa.gov>
Cc: Lisa Robinson <lrobinson@woodburycountyiowa.gov>
Subject: FW: Quick question

I would also need Lisa's looking at it now as well.

Loni Kuhlmann, Executive Director
Woodbury County Commission of Veteran Affairs
1211 Tri View Ave Suite A
Sioux City, IA 51103
Phone: (712) 279-6605 or 6606
Fax: (712) 224-4093
Email: lkuhlmann@woodburycountyiowa.gov



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From: Loni Kuhlmann
Sent: Friday, December 6, 2024 12:26 PM
To: Melissa Thomas <melissathomas@woodburycountyiowa.gov>
Cc: Sasha Downs <sdowns@woodburycountyiowa.gov>

Subject: Quick question

To go from a Grade 5 to Grade 6 what would be the financial impact for Sasha at this time?

Loni

Loni Kuhlmann, Executive Director
Woodbury County Commission of Veteran Affairs
1211 Tri View Ave Suite A
Sioux City, IA 51103
Phone: (712) 279-6605 or 6606
Fax: (712) 224-4093
Email: lkuhlmann@woodburycountyiowa.gov



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From: [Wendi Hess](#)
To: [Michelle Skaff](#)
Subject: Improvement request
Date: Monday, November 25, 2024 10:42:03 AM
Attachments: [WCICC Communications-Training Operator County Version.docx](#)

Michelle: I am submitting an improvement request for an additional staff member; the same version was provided to Sioux City with their percentage of impace.

Is there a current tentative schedule for budget presentation to the Board? Seems like I always find out about it last minute.

Thanks,
Wendi

IMPROVEMENT REQUEST

Department/Division Title: WCICC- Communications

Request: Add Communications Training Operator Position

Justification: The last several years the Communications Center has seen constant open positions and training new staff has been a challenge. In FY2024 we had 7 new hires and in FY2025 so far 3; we expect the hiring to continue for years to come with anticipated retirements. Training new staff has been falling on current full-time staff and is overwhelming. We need a position dedicated to onboarding and training new staff, coordinating all the training activities and making sure that current staff has the required continuing education. The Communications Operations Supervisor is currently trying to coordinate all the training but with that position being allocated 50% to Starcomm duties is has become overwhelming and our training program is suffering, we are not doing quality reviews or medical call review like we should. Adding this position could potentially reduce some of the overtime expenditures as this position would be capable and required to operate a dispatch position when necessary. The last 3 years have been more challenging than most and we are not seeing any improvement; adding an additional staff member could take off some of burden currently shouldered by full time staff in turn improving morale. This request fits into the City of Sioux City budget priorities of public safety personnel.

Financial Impact: Financial impact total would be \$99,692.00. Woodbury County's portion at 30.2% would be \$30,107.00. Financial impact is based on the median range for the position based on the assumption that a current full time Communications Operator would most likely be promoted to this position and the low range would be below what they are currently earning.

BUDGET ACCOUNT DETAIL

Account Number:	Description:	Amount:	Explanation:
723-8602-411.10.01	Full Time Salary	\$59,040	AFSCME Grade A15
723-8602-411.16-01	FICA	\$3,660	
723-8602-411.16-02	Medicare	\$856	
723-8602-411.16-03	Retirement IPERS	\$5,573	
723-8602-411.16-17	PPO Med Plan	\$27,103	
723-8602-411.16-18	Life Insurance 25000	\$56	
723-8602-411.16-19	Madison National LTD	\$255	
723-8602-411.16.37	City Comp Dental	\$1,525	
723-8602-411.16-41	Deferred Comp	\$1,624	
Net Impact		\$99,692.00	



Account Number		2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2024-2025 Budget Director	2025-2026 Budget Director	Increase / (Decrease)	
Fund: 0001 - GENERAL BASIC								
Function: 8110 - STATE ADMINISTRATIVE SERV/AUDITOR/RECORDER								
Revenue								
0001-1-07-8110-25930	REIMBURSE. - OTHER ENTITY	62,450.10	67,680.00	0.00	65,000.00	65,000.00	0.00	0.00%
0001-1-07-8110-40001	RECORDING OF INSTRUMENTS	302,240.00	292,620.00	177,665.00	350,000.00	350,000.00	0.00	0.00%
0001-1-07-8110-40400	REAL ESTATE TRANSFER TAX	152,121.68	130,405.87	77,788.26	150,000.00	125,000.00	-25,000.00	-16.67%
0001-1-07-8110-41000	AUDITOR'S TRANSFER FEES	21,425.00	21,905.00	12,120.00	20,000.00	20,000.00	0.00	0.00%
0001-1-07-8110-41202	RECORDER OVER/SHORT	196.00	225.00	172.80	0.00	0.00	0.00	0.00%
0001-1-07-8110-41302	VITAL STATISTIC FEES - DAILY	35,108.00	33,572.00	18,168.00	30,000.00	30,000.00	0.00	0.00%
0001-1-07-8110-41310	MARRIAGE LICENSE FEES	1,417.00	2,172.00	1,308.00	1,000.00	1,000.00	0.00	0.00%
0001-1-07-8110-41900	OTHER RECORDER FEES (COPY	2,875.63	1,196.00	1,206.00	2,000.00	2,000.00	0.00	0.00%
0001-4-07-8110-84800	MISCELLANEOUS REFUNDS	253.00	168.40	47.00	0.00	0.00	0.00	0.00%
	Total Revenue:	578,086.41	549,944.27	288,475.06	618,000.00	593,000.00	-25,000.00	-4.05%
Expense								
0001-07-8110-000-10001	APPOINTED DEPUTIES	86,131.59	93,921.44	52,941.63	94,860.21	97,706.02	2,845.81	3.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte		0.00	0.00	97,706.02			
0001-07-8110-000-10007	ORGANIZED EMPLOYEES	413,922.83	425,432.27	242,909.50	437,037.86	450,137.94	13,100.08	3.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte		0.00	0.00	450,137.94			
0001-07-8110-000-10200	LONGEVITY COMPENSATION	2,600.00	2,700.00	0.00	2,800.00	2,900.00	100.00	3.57%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte		0.00	0.00	2,900.00			
0001-07-8110-000-10400	OVERTIME	148.36	136.09	49.25	0.00	0.00	0.00	0.00%
0001-07-8110-000-11000	FICA - CNTY CONTRIBUTION	36,854.96	38,353.85	21,763.60	39,293.11	40,476.43	1,183.32	3.01%

Budget Comparison Report

Account Number	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
				Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director		
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	40,476.43			
0001-07-8110-000-11100	IPERS - CNTY CONTRIBUTION	47,458.55	49,294.62	27,929.38	50,475.52	51,990.26	1,514.74 3.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	51,990.26			
0001-07-8110-000-11300	EMPLOYEE HOSPITALIZATION	152,384.52	163,067.65	92,765.21	166,511.76	171,956.88	5,445.12 3.27%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	171,956.88			
0001-07-8110-000-11701	LIFE INSURANCE	337.88	345.27	201.14	345.60	345.60	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	345.60			
0001-07-8110-000-11702	DENTAL INSURANCE	3,100.57	3,168.75	1,846.03	3,171.96	3,171.96	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	3,171.96			
0001-07-8110-000-11703	LTD INSURANCE	2,550.76	2,649.69	1,509.32	2,413.85	2,453.25	39.40 1.63%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	2,453.25			
0001-07-8110-000-26000	STATIONARY/FORMS/GENERAL	4,393.73	4,539.55	2,459.24	5,440.00	5,440.00	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Copy & Plotter Paper	0.00	0.00	1,050.00			
Budget Director	Misc supplies including recording labels	0.00	0.00	1,040.00			
Budget Director	Toner & ink cartridges--6 printers & 1 plott	0.00	0.00	2,750.00			
Budget Director	Water service	0.00	0.00	600.00			
0001-07-8110-000-26100	MAGAZINES & BOOKS	243.00	247.99	270.99	250.00	275.00	25.00 10.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Sioux City Journal--one year subscription	0.00	0.00	275.00			

Budget Comparison Report

Account Number	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%	
				Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director			
0001-07-8110-000-40200	TYPING, PRINTING & BINDING	919.77	1,013.08	375.00	1,000.00	1,000.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Budget Director	Envelopes--Recorder & Vitals	0.00	0.00	800.00				
Budget Director	Vitals Security Paper	0.00	0.00	200.00				
0001-07-8110-000-41300	EMPLOYEE MILEAGE	664.18	821.12	199.33	1,000.00	1,000.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Budget Director	To/from district & state meetings	0.00	0.00	290.00				
Budget Director	To/from ICUBE meeting--Recorder Staff	0.00	0.00	210.00				
Budget Director	To/from ITAG Conference--Ron Koch	0.00	0.00	250.00				
Budget Director	To/from Omaha Airport--PRIA Diane Swobor	0.00	0.00	250.00				
0001-07-8110-000-41301	TRAVEL EXPENSES	2,845.50	3,122.53	687.73	3,800.00	3,800.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Budget Director	Airfare to/from 2 PRIA Meetings	0.00	0.00	1,000.00				
Budget Director	Hotel--PRIA, ITAG, ICUBE, Recorder Conferer	0.00	0.00	2,800.00				
0001-07-8110-000-41302	MEAL EXPENSES	240.49	295.79	81.99	500.00	500.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Budget Director	Meals--PRIA, ICUBE, ITAG, Recorder Confere	0.00	0.00	500.00				
0001-07-8110-000-41303	PARKING	0.00	700.00	700.00	700.00	700.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Budget Director	Real Estate/Recorder Deputy Parking Spot	0.00	0.00	700.00				
0001-07-8110-000-41400	TELEPHONE EXPENSE	607.70	925.72	652.46	700.00	830.00	130.00	18.57%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Budget Director	Telephone--Recorder, Vitals, Real Estate, GIS	0.00	0.00	830.00				
0001-07-8110-000-41401	CELL PHONE EXPENSE	646.20	620.04	281.73	525.00	525.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Budget Director	Real Estate/Recorder Deputy Cell Phone	0.00	0.00	525.00				
0001-07-8110-000-42200	SCHOOL OF INSTRUCTION	695.00	1,495.00	450.00	1,150.00	1,150.00	0.00	0.00%

Budget Comparison Report

Account Number	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
				Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director		
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Registration-2 PRIA Conf, ITAG, Recorder Co	0.00	0.00	1,150.00			
0001-07-8110-000-42601	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00%
0001-07-8110-000-44400	REPAIR & MAINTENANCE: EQU	0.00	395.00	0.00	200.00	200.00	0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Possible equipment repair	0.00	0.00	200.00			
0001-07-8110-000-44900	MAINTENANCE CONTRACTS	10,410.93	12,077.47	2,462.44	13,425.00	13,929.00	504.00 3.75%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Cott online hosting--index,transfer books,su	0.00	0.00	4,500.00			
Budget Director	Microfile Readers	0.00	0.00	4,400.00			
Budget Director	Real Estate Canon Copier(includes toner)	0.00	0.00	350.00			
Budget Director	Recorder Lexmark Printer (includes toner)	0.00	0.00	700.00			
Budget Director	Recorder Ricoh Copier (includes toner)	0.00	0.00	750.00			
Budget Director	Tyler Interface with Iowa Land Recorders	0.00	0.00	3,229.00			
0001-07-8110-000-45300	RENTALS: OFFICE EQUIPMENT	971.70	883.90	530.00	1,100.00	830.00	-270.00 -24.55%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	6 Safe Deposit Boxes--Microfilm Storage	0.00	0.00	830.00			
0001-07-8110-000-48000	DUES/MEMBERSHIPS	350.00	525.00	525.00	425.00	525.00	100.00 23.53%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	District 3 Recorder's Assn	0.00	0.00	50.00			
Budget Director	ICUBE	0.00	0.00	100.00			
Budget Director	Notary Renewal for Diane Swoboda Peterson	0.00	0.00	30.00			
Budget Director	PRIA--Diane Swoboda Peterson	0.00	0.00	145.00			
Budget Director	Recorder's Assn Yearly Dues	0.00	0.00	200.00			
0001-07-8110-000-63600	MACHINERY & EQUIPMENT: OI	6,104.10	1,571.59	131.25	200.00	200.00	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Calculator	0.00	0.00	200.00			
0001-07-8110-000-64600	MACHINERY & EQUIPMENT: CC	2,588.29	2,899.71	145.00	2,880.00	155.00	-2,725.00 -94.62%

Budget Comparison Report

Account Number	Budget Detail	Description	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
						2024-2025 Budget Director	2025-2026 Budget Director	Increase / (Decrease)	
Budget Code				Units	Price	Amount			
Budget Director		Adobe Pro Software		0.00	0.00	155.00			
Total Expense:			777,170.61	811,203.12	451,867.22	830,204.87	852,197.34	21,992.47	2.65%
Total Function: 8110 - STATE ADMINISTRATIVE SERV/AUDITO...			-199,084.20	-261,258.85	-163,392.16	-212,204.87	-259,197.34	-46,992.47	22.14%

Budget Comparison Report

Account Number		2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
					Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director		
Function: 8111 - STATE ADMINISTRATIVE SERV/RECORDS MANAGEMENT								
Revenue								
0001-1-07-8111-41301	VITAL STATISTIC FEES - QUARTI	0.00	0.00	0.00	200.00	200.00	0.00	0.00%
	Total Revenue:	0.00	0.00	0.00	200.00	200.00	0.00	0.00%
Total Function: 8111 - STATE ADMINISTRATIVE SERV/RECORDS..		0.00	0.00	0.00	200.00	200.00	0.00	0.00%

Budget Comparison Report

Account Number		2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
					Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director		
Function: 9010 - POLICY & ADMINISTRATION/AUDITOR OFFICE								
Revenue								
0001-1-02-9010-30000	LIQUOR LICENSES	1,447.50	3,379.69	2,001.57	2,000.00	3,000.00	1,000.00	50.00%
0001-1-02-9010-30400	CIGARETTE PERMITS	50.00	0.00	50.00	50.00	50.00	0.00	0.00%
0001-4-01-9010-84900	MISCELLANEOUS	58,058.87	154,313.73	20,197.01	0.00	0.00	0.00	0.00%
0001-4-31-9010-84901	CLERK OF COURT FEES	147,208.35	140,404.50	103,751.78	110,000.00	140,000.00	30,000.00	27.27%
	Total Revenue:	206,764.72	298,097.92	126,000.36	112,050.00	143,050.00	31,000.00	27.67%
Expense								
0001-02-9010-000-10000	ELECTED OFFICIALS	101,261.34	110,495.96	62,238.63	111,600.24	114,948.25	3,348.01	3.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte		0.00	0.00	114,948.25			
0001-02-9010-000-10001	APPOINTED DEPUTIES	86,072.21	93,921.45	56,172.74	94,860.21	97,706.01	2,845.80	3.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte		0.00	0.00	97,706.01			
0001-02-9010-000-10007	ORGANIZED EMPLOYEES	100,771.92	94,506.98	59,910.17	111,371.54	115,543.54	4,172.00	3.75%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte		0.00	0.00	115,543.54			
0001-02-9010-000-10200	LONGEVITY COMPENSATION	1,200.00	1,300.00	0.00	1,400.00	200.00	-1,200.00	-85.71%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte		0.00	0.00	200.00			
0001-02-9010-000-11000	FICA - CNTY CONTRIBUTION	21,424.31	22,165.22	13,217.48	23,586.77	24,358.33	771.56	3.27%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte		0.00	0.00	24,358.33			
0001-02-9010-000-11100	IPERS - CNTY CONTRIBUTION	27,310.28	28,341.02	16,524.94	30,135.50	31,000.75	865.25	2.87%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte		0.00	0.00	31,000.75			
0001-02-9010-000-11300	EMPLOYEE HOSPITALIZATION	57,799.79	54,364.92	28,611.66	62,292.24	75,364.56	13,072.32	20.99%

Budget Comparison Report

Account Number	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
				Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director		
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	75,364.56			
0001-02-9010-000-11701	LIFE INSURANCE	151.66	140.33	86.22	153.60	153.60	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	153.60			
0001-02-9010-000-11702	DENTAL INSURANCE	1,391.91	1,288.02	791.42	1,409.76	1,409.76	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	1,409.76			
0001-02-9010-000-11703	LTD INSURANCE	1,469.60	1,499.84	909.57	1,088.65	1,100.78	12.13 1.11%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	1,100.78			
0001-02-9010-000-26000	STATIONARY/FORMS/GENERAL	2,024.41	1,956.34	2,296.26	2,500.00	10,775.00	8,275.00 331.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	End of Year	1.00	1,200.00	1,200.00			
Budget Director	Internet	1.00	175.00	175.00			
Budget Director	March HF718 Notice	1.00	8,000.00	8,000.00			
Budget Director	Misc Office	1.00	750.00	750.00			
Budget Director	Paper	1.00	500.00	500.00			
Budget Director	RSA Token - Michelle and Shona	2.00	75.00	150.00			
0001-02-9010-000-41200	ADMIN: OFFICE- POSTAGE	0.00	32,063.36	0.00	0.00	25,000.00	25,000.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	March HF 718 Notice	1.00	25,000.00	25,000.00			
0001-02-9010-000-41300	EMPLOYEE MILEAGE	1,058.61	881.15	440.43	1,560.00	1,620.00	60.00 3.85%
Budget Notes							
Budget Code	Subject	Description					
Budget Director	Mileage	Round trip to Des Moines = 396 miles, 2025 Mileage Rate = \$.70, Total Roundtrip = \$277.20					

Budget Comparison Report

Account Number	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
				Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director		
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Michelle or Shona - Des Moines Conf/Trainir	6.00	270.00	1,620.00			
0001-02-9010-000-41301	TRAVEL EXPENSES	1,164.34	745.40	604.86	3,800.00	3,800.00	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Michelle ISAC lodging	2.00	450.00	900.00			
Budget Director	Shona ISAC lodging	2.00	450.00	900.00			
Budget Director	Tyler Connect	1.00	2,000.00	2,000.00			
0001-02-9010-000-41302	MEAL EXPENSES	306.92	130.27	65.96	400.00	400.00	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Michelle - Conferences	2.00	100.00	200.00			
Budget Director	Shona - Conferences	2.00	100.00	200.00			
0001-02-9010-000-41303	PARKING	775.00	1,400.63	1,430.00	1,460.00	1,460.00	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	ISAC Parking	2.00	30.00	60.00			
Budget Director	Michelle Parking	1.00	700.00	700.00			
Budget Director	Shona Parking	1.00	700.00	700.00			
0001-02-9010-000-41400	TELEPHONE EXPENSE	166.50	483.65	321.19	300.00	300.00	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Montly Phone Service	12.00	25.00	300.00			
0001-02-9010-000-41401	CELL PHONE EXPENSE	522.06	547.26	281.73	540.00	540.00	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Cell Phone Service	12.00	45.00	540.00			
0001-02-9010-000-42200	SCHOOL OF INSTRUCTION	2,317.00	920.00	1,115.00	2,200.00	2,200.00	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Campbell - ISAC 3 Conferences	2.00	250.00	500.00			
Budget Director	Skaff - ISAC 3 Confereces	2.00	250.00	500.00			
Budget Director	Tyler Conference	1.00	1,200.00	1,200.00			
0001-02-9010-000-42601	PROFESSIONAL SERVICES	0.00	30.00	0.00	0.00	0.00	0.00 0.00%

Budget Comparison Report

Account Number		2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
					Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director		
0001-02-9010-000-44900	MAINTENANCE CONTRACTS	865.05	1,345.84	767.00	1,190.00	1,190.00	0.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Adobe		3.00	100.00	300.00			
Budget Director	ArcGIS		1.00	350.00	350.00			
Budget Director	Lexmark Printing		12.00	45.00	540.00			
0001-02-9010-000-48900	MISCELLANEOUS	41.41	0.00	0.00	0.00	0.00	0.00	0.00%
0001-02-9010-000-63600	MACHINERY & EQUIPMENT /O	0.00	944.37	0.00	1,050.00	0.00	-1,050.00	-100.00%
	Total Expense:	408,094.32	449,472.01	245,785.26	452,898.51	509,070.58	56,172.07	12.40%
Total Function: 9010 - POLICY & ADMINISTRATION/AUDITOR ...		-201,329.60	-151,374.09	-119,784.90	-340,848.51	-366,020.58	-25,172.07	7.39%
Total Fund: 0001 - GENERAL BASIC:		-400,413.80	-412,632.94	-283,177.06	-552,853.38	-625,017.92	-72,164.54	13.05%

Budget Comparison Report

Account Number		2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
					Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director		
Fund: 0002 - GENERAL SUPPLEMENTAL								
Function: 8000 - REPRESENTATION SERVICES/ELECTIONS ADMINISTRATION								
Revenue								
0002-2-40-8000-25711	ELECTIONS (LISTS, ECT.)	82.76	149.29	5.00	0.00	100.00	100.00	0.00%
	Total Revenue:	82.76	149.29	5.00	0.00	100.00	100.00	0.00%
Expense								
0002-40-8000-000-10001	APPOINTED DEPUTIES	86,072.22	93,921.44	54,202.81	94,860.21	97,706.02	2,845.81	3.00%
	Budget Detail							
	Budget Code							
	Budget Director				97,706.02			
0002-40-8000-000-10007	ORGANIZED EMPLOYEES	100,414.13	104,434.70	61,901.30	111,371.54	114,709.14	3,337.60	3.00%
	Budget Detail							
	Budget Code							
	Budget Director				114,709.14			
0002-40-8000-000-10200	LONGEVITY COMPENSATION	1,100.00	1,200.00	0.00	1,300.00	1,400.00	100.00	7.69%
	Budget Detail							
	Budget Code							
	Budget Director				1,400.00			
0002-40-8000-000-10400	OVERTIME	1,888.80	135.81	6.17	0.00	0.00	0.00	0.00%
0002-40-8000-000-11000	FICA - CNTY CONTRIBUTION	14,012.69	14,764.13	8,600.28	15,378.30	15,800.98	422.68	2.75%
	Budget Detail							
	Budget Code							
	Budget Director				15,800.98			
0002-40-8000-000-11100	IPERS - CNTY CONTRIBUTION	17,886.28	18,850.81	10,960.84	19,591.00	20,184.16	593.16	3.03%
	Budget Detail							
	Budget Code							
	Budget Director				20,184.16			
0002-40-8000-000-11300	EMPLOYEE HOSPITALIZATION	50,391.49	53,581.47	29,644.04	54,465.36	56,296.80	1,831.44	3.36%
	Budget Detail							
	Budget Code							
	Budget Director				56,296.80			
0002-40-8000-000-11701	LIFE INSURANCE	113.38	115.18	65.25	115.20	115.20	0.00	0.00%

Budget Comparison Report

Account Number	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
				Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director		
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	115.20			
0002-40-8000-000-11702	DENTAL INSURANCE	1,040.54	1,057.14	598.91	1,057.32	1,057.32	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	1,057.32			
0002-40-8000-000-11703	LTD INSURANCE	960.88	1,012.65	592.30	813.25	821.13	7.88 0.97%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	821.13			
0002-40-8000-000-25000	GAS & OIL	191.09	190.34	18.19	350.00	350.00	0.00 0.00%
0002-40-8000-000-26000	STATIONARY/FORMS/GENERA	9,420.38	4,864.83	3,243.64	16,500.00	9,000.00	-7,500.00 -45.45%
0002-40-8000-000-40000	Publications, Notices & Adverti	1,833.27	0.00	0.00	0.00	0.00	0.00 0.00%
0002-40-8000-000-40200	TYPING, PRINTING & BINDING	971.00	500.00	516.00	12,400.00	4,000.00	-8,400.00 -67.74%
0002-40-8000-000-41200	POSTAGE & MAILING	5,748.16	6,852.64	1,678.76	3,550.00	3,550.00	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Business Reply Accting Fee #1-001	0.00	0.00	860.00			
Budget Director	Business Reply Permit #1-000	0.00	0.00	290.00			
Budget Director	Postage for meter	0.00	0.00	2,400.00			
0002-40-8000-000-41300	EMPLOYEE MILEAGE	1,227.52	1,465.02	0.00	1,000.00	1,000.00	0.00 0.00%
0002-40-8000-000-41301	TRAVEL EXPENSES	1,145.36	1,346.89	0.00	4,000.00	4,000.00	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Election Conference	0.00	0.00	1,200.00			
Budget Director	ISAC	0.00	0.00	400.00			
Budget Director	Joint Election Officials Conference (JEOLC)	0.00	0.00	1,200.00			
Budget Director	NACO	0.00	0.00	1,200.00			
0002-40-8000-000-41302	MEAL EXPENSES	181.13	265.70	0.00	300.00	300.00	0.00 0.00%
0002-40-8000-000-41303	PARKING	1,400.00	1,505.94	1,400.00	1,400.00	1,400.00	0.00 0.00%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Budget Director	Space 125	0.00	0.00	700.00			
Budget Director	Space 341	0.00	0.00	700.00			

Budget Comparison Report

Account Number	Description	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
					2024-2025 Budget Director	2025-2026 Budget Director		
0002-40-8000-000-41400	TELEPHONE EXPENSE	3,203.85	3,516.60	1,478.44	4,000.00	4,000.00	0.00	0.00%
0002-40-8000-000-41401	CELL PHONE EXPENSE	2,561.87	3,289.40	964.24	3,500.00	3,500.00	0.00	0.00%
0002-40-8000-000-42200	SCHOOL OF INSTRUCTION	215.00	3,704.06	0.00	2,450.00	2,450.00	0.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Election Conference		0.00	0.00	550.00			
Budget Director	ISAC		0.00	0.00	500.00			
Budget Director	Joint Election Officials Conference (JEOLC)		0.00	0.00	525.00			
Budget Director	NACO		0.00	0.00	575.00			
Budget Director	SEAT Cont-Ed		0.00	0.00	300.00			
0002-40-8000-000-42601	PROFESSIONAL SERVICES	2,577.00	0.00	0.00	4,615.00	4,615.00	0.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	App update		0.00	0.00	115.00			
Budget Director	Security System Hard Drive (Drop Box)		0.00	0.00	500.00			
Budget Director	Where Do I Vote Icon		0.00	0.00	4,000.00			
0002-40-8000-000-44000	REPAIR & MAINTENANCE: VEH	198.45	0.00	0.00	1,000.00	1,000.00	0.00	0.00%
0002-40-8000-000-44400	REPAIR & MAINTENANCE: EQU	0.00	351.39	16.04	500.00	500.00	0.00	0.00%
0002-40-8000-000-44900	MAINTENANCE CONTRACTS	65,241.64	65,200.73	14,083.98	67,983.00	67,983.00	0.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	ES&S maint contract		0.00	0.00	48,005.00			
Budget Director	ESRI License renewal fee		0.00	0.00	350.00			
Budget Director	Ivoters maint fee		0.00	0.00	11,615.00			
Budget Director	Lexmark copier/printer maint fee		0.00	0.00	200.00			
Budget Director	NCOA (SOS)		0.00	0.00	900.00			
Budget Director	Neopolitan Labs (Election website)		0.00	0.00	1,000.00			
Budget Director	No Activity Cards (SOS)		0.00	0.00	1,200.00			
Budget Director	Pitney Bowes (postage machine)		0.00	0.00	1,813.00			
Budget Director	Ricoh copier/printer maint fee		0.00	0.00	2,400.00			
Budget Director	WCICC - ESRI maint fee		0.00	0.00	450.00			
Budget Director	WCICC McAfee License		0.00	0.00	50.00			
0002-40-8000-000-48000	DUES/MEMBERSHIPS	650.00	650.00	100.00	675.00	675.00	0.00	0.00%
0002-40-8000-000-63600	MACHINERY & EQUIPMENT /O	0.00	0.00	0.00	0.00	1,500.00	1,500.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Chairs		3.00	500.00	1,500.00			

Budget Comparison Report

Account Number		2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
					Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director		
0002-40-8000-000-63601	LEASE/PURCHASE AGREEMENT	482.85	2,283.95	1,057.80	1,887.00	2,000.00	113.00	5.99%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Chesterman water		0.00	0.00	413.00			
Budget Director	Ricoh Copier/Printer Lease		0.00	0.00	1,587.00			
0002-40-8000-000-64600	MACHINERY & EQUIPMENT: CC	116.59	31,830.59	27,018.51	25,421.00	26,531.00	1,110.00	4.37%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Evil Twin software (Where do I vote App)		0.00	0.00	1,577.00			
Budget Director	Modus software		0.00	0.00	9,969.00			
Budget Director	Tenex software		0.00	0.00	14,985.00			
Total Expense:		371,245.57	416,891.41	218,147.50	450,483.18	446,444.75	-4,038.43	-0.90%
Total Function: 8000 - REPRESENTATION SERVICES/ELECTIONS..		-371,162.81	-416,742.12	-218,142.50	-450,483.18	-446,344.75	4,138.43	-0.92%

Budget Comparison Report

Account Number	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%	
				Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director			
Function: 8001 - REPRESENTATION SERVICES/GENERAL PRIMARY ELECTION								
Expense								
0002-40-8001-000-10400	OVERTIME	0.00	1,779.41	0.00	0.00	1,800.00	1,800.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	1,800.00				
0002-40-8001-000-11000	FICA - CNTY CONTRIBUTION	0.00	131.98	0.00	0.00	137.70	137.70	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	137.70				
0002-40-8001-000-11100	IPERS - CNTY CONTRIBUTION	0.00	167.92	0.00	0.00	169.92	169.92	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Budget Director	Imported from PB Budget Code: 3% Projecte	0.00	0.00	169.92				
0002-40-8001-000-11300	EMPLOYEE HOSPITALIZATION	0.00	538.96	0.00	0.00	0.00	0.00	0.00%
0002-40-8001-000-11703	LTD INSURANCE	0.00	9.07	0.00	0.00	0.00	0.00	0.00%
0002-40-8001-000-25000	GAS & OIL	0.00	5.00	0.00	0.00	0.00	0.00	0.00%
0002-40-8001-000-26000	STATIONARY/FORMS/GENERAL	0.00	2,620.35	0.00	0.00	2,600.00	2,600.00	0.00%
0002-40-8001-000-40000	OFFICIAL PUBL. & LEGALS	0.00	846.91	0.00	0.00	900.00	900.00	0.00%
0002-40-8001-000-40200	TYPING, PRINTING & BINDING	0.00	11,005.05	0.00	0.00	11,000.00	11,000.00	0.00%
0002-40-8001-000-41200	POSTAGE & MAILING	0.00	12,028.32	0.00	0.00	12,100.00	12,100.00	0.00%
0002-40-8001-000-41300	EMPLOYEE MILEAGE	0.00	4,610.21	0.00	0.00	4,650.00	4,650.00	0.00%
0002-40-8001-000-41302	MEAL EXPENSES	0.00	49.50	0.00	0.00	100.00	100.00	0.00%
0002-40-8001-000-41303	PARKING	0.00	366.82	0.00	0.00	375.00	375.00	0.00%
0002-40-8001-000-41400	TELEPHONE EXPENSE	0.00	1,569.51	0.00	0.00	1,600.00	1,600.00	0.00%
0002-40-8001-000-42001	NON BILLABLE TEMPS	0.00	20,623.03	0.00	0.00	20,500.00	20,500.00	0.00%
0002-40-8001-000-42200	SCHOOL OF INSTRUCTION	0.00	13,961.75	0.00	0.00	8,600.00	8,600.00	0.00%
0002-40-8001-000-42601	PROFESSIONAL SERVICES	0.00	706.00	0.00	0.00	700.00	700.00	0.00%
0002-40-8001-000-45600	RENTALS: POLLING PLACES	0.00	140.00	0.00	0.00	140.00	140.00	0.00%
0002-40-8001-000-48200	ELECTION OFFICIALS	0.00	80,761.31	0.00	0.00	46,000.00	46,000.00	0.00%
Total Expense:		0.00	151,921.10	0.00	0.00	111,372.62	111,372.62	0.00%
Total Function: 8001 - REPRESENTATION SERVICES/GENERAL ...		0.00	151,921.10	0.00	0.00	111,372.62	111,372.62	0.00%

Budget Comparison Report

Account Number	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget		%
				Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director	Increase / (Decrease)		
Function: 8002 - REPRESENTATION SERVICES/GENERAL ELECTION								
Expense								
0002-40-8002-000-10400	OVERTIME	385.02	0.00	5,894.81	3,499.88	0.00	-3,499.88	-100.00%
0002-40-8002-000-11000	FICA - CNTY CONTRIBUTION	27.76	0.00	440.15	267.74	0.00	-267.74	-100.00%
0002-40-8002-000-11100	IPERS - CNTY CONTRIBUTION	36.33	0.00	556.23	330.39	0.00	-330.39	-100.00%
0002-40-8002-000-11300	EMPLOYEE HOSPITALIZATION	131.31	0.00	1,143.55	0.00	0.00	0.00	0.00%
0002-40-8002-000-11701	LIFE INSURANCE	0.56	0.00	2.59	0.00	0.00	0.00	0.00%
0002-40-8002-000-11702	DENTAL INSURANCE	5.34	0.00	23.71	0.00	0.00	0.00	0.00%
0002-40-8002-000-11703	LTD INSURANCE	1.95	0.00	30.02	0.00	0.00	0.00	0.00%
0002-40-8002-000-25000	GAS & OIL	125.18	0.00	147.21	200.00	0.00	-200.00	-100.00%
0002-40-8002-000-26000	STATIONARY/FORMS/GENERAL	8,125.03	2,495.00	9,054.29	8,500.00	0.00	-8,500.00	-100.00%
0002-40-8002-000-40000	OFFICIAL PUBL. & LEGALS	1,998.77	0.00	953.38	2,000.00	0.00	-2,000.00	-100.00%
0002-40-8002-000-40200	TYPING, PRINTING & BINDING	11,130.00	0.00	18,148.99	12,000.00	0.00	-12,000.00	-100.00%
0002-40-8002-000-41200	POSTAGE & MAILING	23,632.00	0.00	57,027.33	25,000.00	0.00	-25,000.00	-100.00%
0002-40-8002-000-41300	EMPLOYEE MILEAGE	4,703.95	0.00	5,496.66	5,000.00	0.00	-5,000.00	-100.00%
0002-40-8002-000-41302	MEAL EXPENSES	410.87	0.00	574.66	500.00	0.00	-500.00	-100.00%
0002-40-8002-000-41303	PARKING	443.74	0.00	387.62	475.00	0.00	-475.00	-100.00%
0002-40-8002-000-41400	TELEPHONE EXPENSE	1,003.80	0.00	2,097.76	1,000.00	0.00	-1,000.00	-100.00%
0002-40-8002-000-42001	NON BILLABLE TEMPS	81,037.19	0.00	107,232.23	81,000.00	0.00	-81,000.00	-100.00%
0002-40-8002-000-42200	SCHOOL OF INSTRUCTION	6,600.00	0.00	11,777.75	6,600.00	0.00	-6,600.00	-100.00%
0002-40-8002-000-45600	RENTALS: POLLING PLACES	140.00	0.00	0.00	140.00	0.00	-140.00	-100.00%
0002-40-8002-000-48200	ELECTION OFFICIALS	61,767.19	0.00	105,227.18	62,000.00	0.00	-62,000.00	-100.00%
Total Expense:		201,705.99	2,495.00	326,216.12	208,513.01	0.00	-208,513.01	-100.00%
Total Function: 8002 - REPRESENTATION SERVICES/GENERAL E...		201,705.99	2,495.00	326,216.12	208,513.01	0.00	-208,513.01	-100.00%

Budget Comparison Report

Account Number	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1	%	
				Parent Budget 2024-2025 Budget Director	Budget 2025-2026 Budget Director	to Parent Budget Increase / (Decrease)		
Function: 8010 - REPRESENTATION SERVICES/REGULAR CITY/SCHOOL ELECTIONS								
Revenue								
0002-2-40-8010-25713	REGULAR CITY/SCHOOLS ELECT	0.00	58,247.60	5.00	0.00	55,000.00	55,000.00	0.00%
	Total Revenue:	0.00	58,247.60	5.00	0.00	55,000.00	55,000.00	0.00%
Expense								
0002-40-8010-000-10400	OVERTIME	0.00	421.32	0.00	0.00	425.00	425.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte		0.00	0.00	425.00			
0002-40-8010-000-11000	FICA - CNTY CONTRIBUTION	0.00	30.51	0.00	0.00	32.51	32.51	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte		0.00	0.00	32.51			
0002-40-8010-000-11100	IPERS - CNTY CONTRIBUTION	0.00	39.74	0.00	0.00	40.12	40.12	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Imported from PB Budget Code: 3% Projecte		0.00	0.00	40.12			
0002-40-8010-000-11300	EMPLOYEE HOSPITALIZATION	0.00	145.57	0.00	0.00	0.00	0.00	0.00%
0002-40-8010-000-11701	LIFE INSURANCE	0.00	0.57	0.00	0.00	0.00	0.00	0.00%
0002-40-8010-000-11702	DENTAL INSURANCE	0.00	5.35	0.00	0.00	0.00	0.00	0.00%
0002-40-8010-000-11703	LTD INSURANCE	0.00	2.13	0.00	0.00	0.00	0.00	0.00%
0002-40-8010-000-25000	GAS & OIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
0002-40-8010-000-26000	STATIONARY/FORMS/GENERAL	0.00	274.00	0.00	0.00	275.00	275.00	0.00%
0002-40-8010-000-40000	OFFICIAL PUBL. & LEGALS	0.00	2,013.63	0.00	0.00	2,100.00	2,100.00	0.00%
0002-40-8010-000-40200	TYPING, PRINTING & BINDING	0.00	6,156.38	0.00	0.00	6,200.00	6,200.00	0.00%
0002-40-8010-000-41200	POSTAGE & MAILING	0.00	10,638.22	0.00	0.00	10,750.00	10,750.00	0.00%
0002-40-8010-000-41300	EMPLOYEE MILEAGE	0.00	3,141.01	-1.31	0.00	3,200.00	3,200.00	0.00%
0002-40-8010-000-41302	MEAL EXPENSES	0.00	69.00	0.00	0.00	100.00	100.00	0.00%
0002-40-8010-000-41303	PARKING	0.00	200.18	0.00	0.00	200.00	200.00	0.00%
0002-40-8010-000-41400	TELEPHONE EXPENSE	0.00	2,490.66	0.00	0.00	2,500.00	2,500.00	0.00%
0002-40-8010-000-42001	NON BILLABLE TEMPS	0.00	18,210.93	0.00	0.00	18,500.00	18,500.00	0.00%
0002-40-8010-000-42200	SCHOOL OF INSTRUCTION	0.00	3,670.74	0.00	0.00	3,800.00	3,800.00	0.00%
0002-40-8010-000-45600	RENTALS: POLLING PLACES	0.00	140.00	0.00	0.00	140.00	140.00	0.00%
0002-40-8010-000-48200	ELECTION OFFICIALS	0.00	41,356.92	-266.25	0.00	41,500.00	41,500.00	0.00%
	Total Expense:	0.00	89,006.86	-267.56	0.00	89,762.63	89,762.63	0.00%
Total Function: 8010 - REPRESENTATION SERVICES/REGULAR C..		0.00	-30,759.26	272.56	0.00	-34,762.63	-34,762.63	0.00%

Budget Comparison Report

Account Number		2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
					Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director		
Function: 8011 - REPRESENTATION SERVICES/SPECIAL ELECTIONS								
Revenue								
0002-2-40-8011-25717	SPECIAL ELECTIONS	2,030.43	0.00	18,306.16	0.00	0.00	0.00	0.00%
	Total Revenue:	2,030.43	0.00	18,306.16	0.00	0.00	0.00	0.00%
Total Function: 8011 - REPRESENTATION SERVICES/SPECIAL EL...		2,030.43	0.00	18,306.16	0.00	0.00	0.00	0.00%

Budget Comparison Report

Account Number		2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1	%
					Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director	to Parent Budget Increase / (Decrease)	
Function: 8013 - REPRESENTATION SERVICES/CITY PRIMARY ELECTION								
Revenue								
0002-2-40-8013-25712	CITY PRIMARY ELECTIONS	0.00	28,283.03	0.00	0.00	25,000.00	25,000.00	0.00%
	Total Revenue:	0.00	28,283.03	0.00	0.00	25,000.00	25,000.00	0.00%
Expense								
0002-40-8013-000-10400	OVERTIME	0.00	159.42	0.00	0.00	0.00	0.00	0.00%
0002-40-8013-000-11000	FICA - CNTY CONTRIBUTION	0.00	11.47	0.00	0.00	0.00	0.00	0.00%
0002-40-8013-000-11100	IPERS - CNTY CONTRIBUTION	0.00	15.04	0.00	0.00	0.00	0.00	0.00%
0002-40-8013-000-11300	EMPLOYEE HOSPITALIZATION	0.00	57.63	0.00	0.00	0.00	0.00	0.00%
0002-40-8013-000-11701	LIFE INSURANCE	0.00	0.25	0.00	0.00	0.00	0.00	0.00%
0002-40-8013-000-11702	DENTAL INSURANCE	0.00	2.30	0.00	0.00	0.00	0.00	0.00%
0002-40-8013-000-11703	LTD INSURANCE	0.00	0.82	0.00	0.00	0.00	0.00	0.00%
0002-40-8013-000-25000	GAS & OIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
0002-40-8013-000-26000	STATIONARY/FORMS/GENERAL	0.00	238.00	0.00	0.00	250.00	250.00	0.00%
0002-40-8013-000-40000	OFFICIAL PUBL. & LEGALS	0.00	0.00	0.00	0.00	500.00	500.00	0.00%
0002-40-8013-000-40200	TYPING, PRINTING & BINDING	0.00	0.00	0.00	0.00	5,000.00	5,000.00	0.00%
0002-40-8013-000-41200	POSTAGE & MAILING	0.00	6,651.29	0.00	0.00	6,700.00	6,700.00	0.00%
0002-40-8013-000-41300	EMPLOYEE MILEAGE	0.00	981.50	0.00	0.00	1,000.00	1,000.00	0.00%
0002-40-8013-000-41302	MEAL EXPENSES	0.00	46.50	0.00	0.00	100.00	100.00	0.00%
0002-40-8013-000-41303	PARKING	0.00	47.21	0.00	0.00	50.00	50.00	0.00%
0002-40-8013-000-41400	TELEPHONE EXPENSE	0.00	750.02	0.00	0.00	800.00	800.00	0.00%
0002-40-8013-000-42001	NON BILLABLE TEMPS	0.00	9,709.30	0.00	0.00	10,000.00	10,000.00	0.00%
0002-40-8013-000-42200	SCHOOL OF INSTRUCTION	0.00	1,589.85	0.00	0.00	1,600.00	1,600.00	0.00%
0002-40-8013-000-48200	ELECTION OFFICIALS	0.00	20,729.75	0.00	0.00	21,000.00	21,000.00	0.00%
	Total Expense:	0.00	40,990.35	0.00	0.00	47,000.00	47,000.00	0.00%
Total Function: 8013 - REPRESENTATION SERVICES/CITY PRIM...		0.00	-12,707.32	0.00	0.00	-22,000.00	-22,000.00	0.00%

Budget Comparison Report

Account Number		2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
					Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director		
Function: 9010 - POLICY & ADMINISTRATION/AUDITOR OFFICE								
Revenue								
0002-1-01-9010-25930	REIMBURSE. - OTHER ENTITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
0002-4-01-9010-84900	MISCELLANEOUS	2,327.22	16,483.17	46.72	0.00	0.00	0.00	0.00%
	Total Revenue:	2,327.22	16,483.17	46.72	0.00	0.00	0.00	0.00%
Total Function: 9010 - POLICY & ADMINISTRATION/AUDITOR ...		2,327.22	16,483.17	46.72	0.00	0.00	0.00	0.00%
Total Fund: 0002 - GENERAL SUPPLEMENTAL:		-568,511.15	-598,141.63	-525,733.18	-658,996.19	-614,480.00	44,516.19	-6.76%

Budget Comparison Report

Account Number		2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
					Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director		
Fund: 0011 - RURAL BASIC								
Function: 8020 - REPRESENTATION SERVICES/TOWNSHIP TRUSTEES								
Expense								
0011-02-8020-000-12500	TOWNSHIP OFFICERS	4,110.78	8,622.82	3,285.00	5,000.00	8,000.00	3,000.00	60.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
Budget Director	Trustee Meetings & Bookkeeping		0.00	0.00	8,000.00			
	Total Expense:	4,110.78	8,622.82	3,285.00	5,000.00	8,000.00	3,000.00	60.00%
Total Function: 8020 - REPRESENTATION SERVICES/TOWNSHIP..		4,110.78	8,622.82	3,285.00	5,000.00	8,000.00	3,000.00	60.00%
Total Fund: 0011 - RURAL BASIC:		4,110.78	8,622.82	3,285.00	5,000.00	8,000.00	3,000.00	60.00%

Budget Comparison Report

Account Number		2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1	%
					2024-2025 Budget Director	2025-2026 Budget Director	to Parent Budget Increase / (Decrease)	
Fund: 0024 - RECORDER RECORD MANAGE.								
Function: 8111 - STATE ADMINISTRATIVE SERV/RECORDS MANAGEMENT								
Revenue								
0024-1-07-8111-41400	DOCUMENT MANAGEMENT FE	13,184.00	12,319.00	7,544.00	12,000.00	12,000.00	0.00	0.00%
	Total Revenue:	13,184.00	12,319.00	7,544.00	12,000.00	12,000.00	0.00	0.00%
Expense								
0024-07-8111-000-42601	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
0024-07-8111-000-64600	MACHINERY & EQUIPMENT: CC	27,975.00	0.00	27,975.00	203,155.00	0.00	-203,155.00	-100.00%
	Total Expense:	27,975.00	0.00	27,975.00	203,155.00	0.00	-203,155.00	-100.00%
Total Function: 8111 - STATE ADMINISTRATIVE SERV/RECORDS..		-14,791.00	12,319.00	-20,431.00	-191,155.00	12,000.00	203,155.00	-106.28%
Total Fund: 0024 - RECORDER RECORD MANAGE.:		-14,791.00	12,319.00	-20,431.00	-191,155.00	12,000.00	203,155.00	-106.28%

Budget Comparison Report

Account Number	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Comparison 1 Budget		Comparison 1	%
				Parent Budget 2024-2025 Budget Director	2025-2026 Budget Director	to Parent Budget Increase / (Decrease)	
Fund: 0028 - RECORDERS ELECTRONIC FEES							
Function: 8111 - STATE ADMINISTRATIVE SERV/RECORDS MANAGEMENT							
Expense							
0028-07-8111-000-26000 STATIONARY/FORMS/GENERAL	0.00	441.48	0.00	0.00	0.00	0.00	0.00%
Total Expense:	0.00	441.48	0.00	0.00	0.00	0.00	0.00%
Total Function: 8111 - STATE ADMINISTRATIVE SERV/RECORDS..	0.00	441.48	0.00	0.00	0.00	0.00	0.00%
Total Fund: 0028 - RECORDERS ELECTRONIC FEES:	0.00	441.48	0.00	0.00	0.00	0.00	0.00%
Report Total:	-987,826.73	-1,007,519.87	-832,626.24	-1,408,004.57	-1,235,497.92	172,506.65	-12.25%

Fund	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
				2024-2025 Budget Director	2025-2026 Budget Director	Increase / (Decrease)	
0001 - GENERAL BASIC	-400,413.80	-412,632.94	-283,177.06	-552,853.38	-625,017.92	-72,164.54	13.05%
0002 - GENERAL SUPPLEMENTAL	-568,511.15	-598,141.63	-525,733.18	-658,996.19	-614,480.00	44,516.19	-6.76%
0011 - RURAL BASIC	4,110.78	8,622.82	3,285.00	5,000.00	8,000.00	3,000.00	60.00%
0024 - RECORDER RECORD MANAGE.	-14,791.00	12,319.00	-20,431.00	-191,155.00	12,000.00	203,155.00	-106.28%
0028 - RECORDERS ELECTRONIC FEES	0.00	441.48	0.00	0.00	0.00	0.00	0.00%
Report Total:	-987,826.73	-1,007,519.87	-832,626.24	-1,408,004.57	-1,235,497.92	172,506.65	-12.25%