



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS  
(MARCH 25, 2025) (WEEK 13 OF 2025)

Live streaming at:

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

Agenda and Minutes available at:

[www.woodburycountyiowa.gov](http://www.woodburycountyiowa.gov)

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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held March 25, 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.

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**AGENDA**

**3:00 p.m.** Joint Closed Session with LEC Authority {Iowa Code Chapter 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 March 18, 2025, meeting
3. Approval of claims
4. Human Resources – Melissa Thomas
  - a. Approval of Memorandum of Personnel Transactions
  - b. Approval of the Child Abuse Prevention and Reporting Policy

5. Deputy Commissioner of Elections – Steve Hofmeyer  
Receive the appointment of Victoria Eliason as Sloan Township clerk
6. Board Administration – Heather VanSickle  
Approval of Notice of Property Sale Resolution for Parcel #894730282003 (aka 1814 W. 4<sup>th</sup> Street) for Tuesday, April 8<sup>th</sup> at 4:35 p.m.
7. Board of Supervisors – Daniel Bittinger  
Approval to set public hearing for Tuesday, April 1, 2025, at 4:35 p.m. for the Crittenton Center Community Development Block Grant application

### **End of Consent Agenda**

- |                                |   |             |
|--------------------------------|---|-------------|
| <b>4:35 p.m.</b><br>(Set time) | 8. Board Administration – Heather VanSickle<br>a. Public hearing and sale of property parcel #894721355016 (aka 410 18 <sup>th</sup> Street)  | Action      |
| <b>4:37 p.m.</b><br>(Set time) | b. Public hearing and sale of property parcel #894726105001 (aka 2910 13 <sup>th</sup> Street)  | Action      |
|                                | 9. WCICC-IT – John Malloy<br>Approval to spend WCICC-IT FY 2026 CIP dollars   | Action      |
|                                | 10. Building Services – Kenny Schmitz<br>a. Approval of CMBA Architects contract in the amount of \$15,000.00 for the Dorothy Pecaut Nature Center Structural Project   | Action      |
|                                | b. Approval of concrete raising service quote dated 3/19/2025 in the amount of \$48,000.00, general contractor work \$8,250.00, and project contingency of \$12,000.00 for a total amount of \$68,250.00  | Action      |
|                                | 11. Secondary Roads – Laura Sievers<br>Approval of revised Policy and Procedure Memorandum #9 Dust Control Policy   | Action      |
|                                | <b>12. Budget Review Discussion for FY 26</b><br><b>a. Board of Supervisors – Daniel Bittinger</b><br>1. FY26 hiring freeze approvals<br>2. Approval of funding request from the Siouxland Initiative for FY 26 out of L.O.S.T. funds for FY 26 | Action      |
|                                | <b>b. Miscellaneous Review – All Funds</b>  |             |
|                                | 13. Reports on Committee Meetings   | Information |
|                                | 14. Citizen Concerns  | Information |
|                                | 15. Board Concerns  | Information |

### **ADJOURNMENT**

*Subject to Additions/Deletions*

## CALENDAR OF EVENTS

- MON., MAR 24 6:00 p.m.** Zoning Commission Meeting, Courthouse Basement Boardroom
- WED., MAR 26 2:30 p.m.** Rolling Hills Community Services Region Governance Board Meeting
- THU., MAR 27 10:00 a.m.** Siouxland Regional Transit Systems (SRTS) Board Meeting, 6401 Gordon Dr.
- 11:30 a.m.** Western Iowa Community Improvement Regional Housing Trust Fund Board of Directors, 6401 Gordon, Dr.
- WED., APR 2 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., APR 3 12:00 p.m.** SIMPCO Regional Policy & Legislative Committee Meeting, 6401 Gordon Dr.
- MON., APR 7 6:00 p.m.** Board of Adjustment meeting, Courthouse Basement Boardroom
- WED., APR 9 7:30 a.m.** SIMPCO Executive Finance Committee Meeting, 6401 Gordon Dr.
- 8:05 a.m.** Woodbury County Information Communication Commission, First Floor Boardroom
- 10:00 a.m.** STARComm Board Meeting, The Security Institute, WIT Campus
- THU., APR 10 12:00 p.m.** SIMPCO Board of Directors Meeting, 6401 Gordon Drive
- 4:00 p.m.** Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
- WED., APR 16 12:00 p.m.** Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- 12:00 p.m.** District Board of Health Meeting, 1014 Nebraska St.
- THU., APR 17 4:30 p.m.** Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- FRI., APR 18 11:00 a.m.** Siouxland Human Investment Partnership Board Meeting, Public Museum
- WED., APR 23 1:00 p.m.** Region IV Hazardous Materials Response Commission, 6401 Gordon Dr.
- 2:30 p.m.** Rolling Hills Community Services Region Governance Board Meeting
- MON., APR 28 6:00 p.m.** Zoning Commission Meeting, Courthouse Basement Boardroom

**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.*

**MARCH 18, 2025, TWELFTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Tuesday, March 18, 2025, at 4:30 p.m. Board members present were Ung, Carper, Dietrich, Nelson, and Bittinger II. Staff members present were Joshua Widman, Assistant County Attorney, Karen James, Board Administrative Assistant, Melissa Thomas, Human Resources Director, Ryan Ericson, Budget and Finance Director, and Michelle Skaff, Auditor/Clerk to the Board.

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

1. Motion by Bittinger second by Nelson to approve the agenda for March 18, 2025. Carried 5-0. Copy filed.  
Motion by Bittinger second by Carper to approve the following items by consent:
2. To approve minutes of the March 11, 2025 meeting. Copy filed.
3. To approve the claims totaling \$396,346.65. Copy filed.
4. To approve and authorize the Chairperson to sign a Resolution approving petition for suspension of taxes for Donalee Dailey, parcel #894429376008, 429 Elm St.

**WOODBURY COUNTY, IOWA  
RESOLUTION #13,868  
RESOLUTION APPROVING PETITION FOR SUSPENSION OF TAXES**

**WHEREAS**, Donalee Dailey, as titleholder of a property located 429 Elm St., Merville, Iowa, Woodbury County, Iowa, and legally described as follows:

**Parcel #894429376008**

**LOTS 1-4 BLOCK 7**

**WHEREAS**, Donalee Dailey of the aforementioned property has petitioned the Board of Supervisors for a suspension of taxes pursuant to the 2017 Iowa Code section 427.9, and

**WHEREAS**, the Board of Supervisors recognizes from documents provided that the petitioner is unable to provide to the public revenue; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Woodbury County Board of Supervisors hereby grants the request for a suspension of taxes, and hereby directs the Woodbury County Treasurer to so record the approval of this tax suspension for this property.

**SO RESOLVED** this 18th day of March 2025.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 5a. To approve the separation of Donna Shay, Custodian, Building Services Dept., effective 03-07-2025. Separation.; the appointment of Jadin Collins, Equipment Operator, Secondary Roads Dept., effective 03-19-2025, \$27.04/hour. Job Vacancy Posted on 2/5/2025. Level Salary: \$27.04/hr.; and the appointment of Kade Carney, Custodian, Building Services Dept., effective 03-31-2025, \$17.29/hour. Job Vacancy Posted on 11/20/2024. Entry Level Salary: \$17.29/hr. Copy filed.
- 5b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Custodian, Building Services Dept. AFSCME Courthouse: \$17.29/hour. Copy filed.
6. To approve items to be auctioned per Personal Property Disposition Policy. Copy filed.

7. To approve an application for a 8-month Class C Retail Alcohol License, with Outdoor Service Sales privileges, for Foot Wedge Lounge, effective 04/01/25 through 12/01/25. Copy filed.

8a. To approve the permit to work in the right of way for Lieber Construction. Copy filed.

8b. To approve the underground utility permit for MidAmerican Energy Company. Copy filed.

Carried 5-0.

9. Presentation of Resolution thanking and commending Mary Feiler for her years of service with Woodbury County. Copy filed.

10. Presentation of Resolution thanking and commending Randy Uhl for his years of service with Woodbury County. Copy filed.

11. Motion by Nelson second by Dietrich to approve a lease and maintenance agreement for a copier with Access Systems for Planning and Zoning Department. Carried 5-0. Copy filed.

12. Motion by Nelson second by Bittinger to receive for signatures a Resolution vacation of excess right of way. Carried 5-0.

**RESOLUTION #13,869**  
**WOODBURY COUNTY, IOWA**  
**VACATION OF EXCESS RIGHT OF WAY**

**WHEREAS** the Code of Iowa, section 306.10 gives the Board of Supervisors the power on its own motion to alter or vacate and close any highway or road under its jurisdiction, and

**WHEREAS** the Code of Iowa, section 306.11 allows the Board to vacate a road right of way held by easement that will not change the traveled portion of the road or deny access to adjoining landowners, and

**WHEREAS** a road vacation under the circumstances outlined in section 306.11 does not require a hearing, and

**WHEREAS** there is excess right of way on the previous Highway 141 alignment and

**WHEREAS** vacation of the excess right of way does not affect access or highway use, and

**WHEREAS** the Board of Supervisors no longer believes the County needs to maintain its easement on the following County right of way,

**NOW THEREFORE BE IT RESOLVED** that the Woodbury County Board of Supervisors, enters the following order in regard to the aforementioned right of way vacation.

The Board of Supervisors order the following described right of way be vacated.

All of the east 1199.8' of abandoned road right of way between Section 30 and 31, Township 86 North, Range 46 West of the Fifth Principal Meridian, Woodbury County, Iowa, as shown on Exhibit "A" attached hereto containing 1.82 acres more or less.

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

**SO ORDERED** this 18<sup>th</sup> day of March, 2025.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed

13a1. Motion by Bittinger second by Nelson to approve budgeting for the seven Treasurer improvement requests for FY26 budget. Carried 5-0. Copy filed.

Motion by Bittinger second by Nelson to receive updated improvement request from Veteran's Affairs. Carried 5-0. Copy filed.

13b. The board conducted a miscellaneous review of the budget.

14. Reports on committee meetings were heard.

15. There were no citizen concerns.

16. Board Concerns were heard.

The Board adjourned the regular meeting until March 25, 2025.

Meeting sign in sheet. Copy filed.

**HUMAN RESOURCES DEPARTMENT**

**MEMORANDUM OF PERSONNEL TRANSACTIONS**

**DATE:** March 25<sup>th</sup>, 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**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>EFFECTIVE DATE</b>	<b>JOB TITLE</b>	<b>SALARY REQUESTED</b>	<b>% INCREASE</b>	<b>*</b>	<b>REMARKS</b>
Stewart, Lisa	Auditor	04-07-2025	Finance Clerk III	\$26.34/hour	7%=\$1.67/hr	T	Transfer from Treasurer Clerk II to Auditor Clerk III
Thomas, Cole	Secondary Roads	05-05-2025	Summer Laborer - Temp	\$19.00/hour		A	Job Vacancy Posted on 2/12/2025. Entry Level Salary: \$19.00/hour

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

**MELISSA THOMAS, HR DIRECTOR:** \_\_\_\_\_

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

Date: 03/20/2025 Weekly Agenda Date: 03/25/2025

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

**WORDING FOR AGENDA ITEM:**

Approval of the Child Abuse Prevention and Reporting Policy

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

This policy is to ensure best practices are followed to prevent any abuse of minors by employees or volunteers.

**BACKGROUND:**

This policy will enrich our current harrassment/abuse policies and has been vetted by Joshua Widman

**FINANCIAL IMPACT:**

\$0

**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 the motion

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the Woodbury County Child Abuse Prevention and Reporting Policy



## *Child Abuse Prevention and Reporting*

### Policy

*It is the policy of Woodbury County, Iowa to assure best practices are followed to prevent physical, emotional, and sexual abuse of minors by employees or volunteers.*

*Woodbury County prohibits and does not tolerate such abuse or misconduct in the workplace or during any County-related activity.*

### Scope

*This policy is applicable to all Woodbury County, officials, employees and volunteers in a position to care for or have access to minors as part of their activities and responsibilities.*

### Procedure

*This policy will be implemented by running background checks on all volunteers and employees of Woodbury County working with minors.*

*Employees and volunteers must not have any type of sexual contact or misconduct with children or youth.*

*Employees and volunteers must not use physical punishment of any form.*

*Employees and volunteers will treat minors with respect and consideration.*

*Treatment must be fair and must not be based on sex, race, or religion.*

Training

All new employees and volunteers will be educated on this policy upon hire.

Reporting

*Employees and volunteers should immediately report suspected sexual abuse or misconduct to their supervisor, Human Resources, or the Board. Woodbury County is committed to following the state and federal legal requirements for reporting allegations or incidents to appropriate law enforcement and protective services organizations.*

Approved and Adopted Date

\_\_\_\_\_

Board Chair

\_\_\_\_\_

Attestor

## Sloan Township Meeting - March 10, 2025 Minutes

The Trustees of the Sloan Township met on Monday, March 10, 2025 at the Sloan Public Library. Those present include Trustees Maurice Wilt and Todd Copple. Trustee Don Lord was absent. Others present: Barb Parker, Victoria Eliason.

The Public Hearing for Proposed Fiscal Year 2026 Budget was called to order by Chairman Maurice Wilt at 1:00 p.m. The proposed budget was reviewed. There were no questions or comments from the public. Motion from Copple to accept the proposed budget as presented, second from Wilt. All ayes on the motion. Motion carried. The FY 2026 Budget was signed by Chairman Wilt and Acting Clerk Barb Parker and will be submitted to the Woodbury County Auditor before March 15<sup>th</sup>. The public hearing was closed.

The regular meeting of the Sloan Township commenced at 1:05 p.m. The minutes of February 18, 2025 were reviewed and approved with the exception of a typo on the date of public hearing from paragraph 6. Motion from Copple, second from Wilt to approve the minutes with the corrected date, all ayes, carried.

The Trustees discussed the appointment of Victoria Eliason to the Township Trustee Clerk position. She resides in the district and is willing to take on the job. Motion from Copple to appoint Victoria Eliason as Township Clerk to hold the position until elections are held in two year's time. The motion includes authorization of Eliason to have access to the bank accounts at Sloan State Bank; authorization to sign the signature cards as account representative; authorization to have the ability to sign checks, transfer funds and other duties as needed; and authorization for access to internet banking. Motion was seconded by Wilt, all ayes, carried. Parker will help train and advise Eliason for the remainder of the year and during the budget process next January. Eliason will be introduced to the Iowa Department of Management website where the financial reports are processed.

There were no comments or questions from the public or the Trustees.

The next meeting will take place after July 1<sup>st</sup> to approve the 2025 Annual Report of Receipts and Disbursements.

The meeting was adjourned at 1:17 p.m. on motion from Wilt, second from Copple, all ayes, carried.

# RESOLUTION #

## NOTICE OF PROPERTY SALE

### Parcels #894730282003

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

**Lot Five (5) Block Thirteen (13) of Hornicks Addition to Sioux City in the County of Woodbury and State of Iowa  
(1814 W. 4<sup>th</sup> 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 **8<sup>th</sup> Day of April, 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 **8<sup>th</sup> Day of April, 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 \$1,154.00** 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 25<sup>th</sup> Day of March, 2025.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

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Michelle K. Skaff  
Woodbury County Auditor  
and Recorder

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Daniel A. Bittinger II, Chairman

REQUEST FOR MINIMUM BID

Name: Lissette Ochoa Date: 1/6/23  
Address: 11 Penrose Dr. M. Sioux City Phone: 712-635-1364

Address or approximate address/location of property interested in:  
1814 W. 4<sup>th</sup> St.

GIS PIN # 894730282003

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

Legal Description:  
Lot 5 Block 13 of Hornicks  
Addition to Sioux City, Woodbury County,  
Iowa

Tax Sale #/Date: # 996 6/17/2019 Parcel # 260160

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

Current Assessed Value: Land \$7,600 Building 0 Total \$7,600

Approximate Delinquent Real Estate Taxes: \$23,659 (including interest)

Approximate Delinquent Special Assessment Taxes: \$6,528 (including interest)

\*Cost of Services: \$154

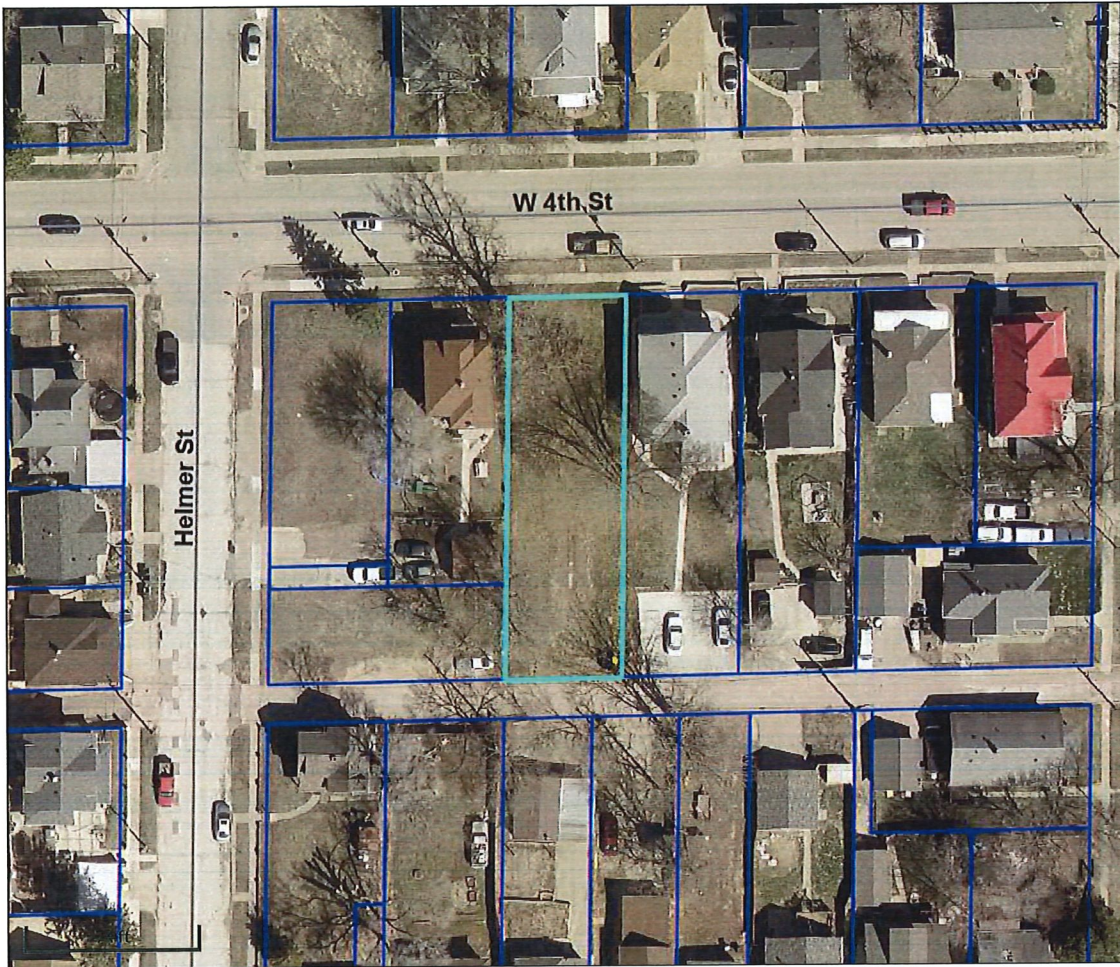
Inspection to: Matthew Ong Date: 1/6/23

Minimum Bid Set by Supervisor: \$1,000 plus \$154 for costs. Total: \$1,154

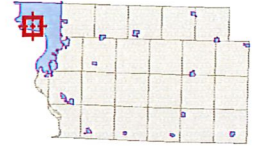
Date and Time Set for Auction: Tuesday, April 8<sup>th</sup> @ 4:35 p.m.

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

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Overview



Legend

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

Parcel ID	894730282003	Alternate ID	260160	Owner Address	WOODBURY COUNTY IOWA
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	1814 W 4TH ST	Acreage	n/a		SIOUX CITY, IA 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	HORNICKS LOT 5 BLK 13				
	(Note: Not to be used on legal documents)				

Date created: 3/20/2025  
 Last Data Uploaded: 3/19/2025 10:10:24 PM

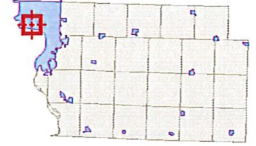
Developed by  **SCHNEIDER**  
 GEOSPATIAL



# Beacon™ Woodbury County, IA / Sioux City



### Overview



### Legend

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

Parcel ID	894730282003	Alternate ID	260160	Owner Address	WOODBURY COUNTY IOWA
Sec/Twp/Rng	n/a	Class	R		620 DOUGLAS ST
Property Address	1814 W 4TH ST	Acreage	n/a		SIOUX CITY, IA 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	HORNICKS LOT 5 BLK 13				
	<b>(Note: Not to be used on legal documents)</b>				

Date created: 3/20/2025  
 Last Data Uploaded: 3/19/2025 10:10:24 PM

Developed by  **SCHNEIDER**  
 GEOSPATIAL

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

Date: 03/21/2025 Weekly Agenda Date: 03/25/2025

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Supervisor Daniel Bittinger

**WORDING FOR AGENDA ITEM:**

Set public hearing for Tuesday, April 1, 2025, at 4:35 pm for The Crittenton Center Community Development Block Grant application.

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

**BACKGROUND:**

Iowa code requires a public hearing for a city or county government applying for a Community Development Block Grant.

**FINANCIAL IMPACT:**

None

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

Yes  No

**RECOMMENDATION:**

Set public hearing for Tuesday, April 1, 2025, at 4:35 pm for The Crittenton Center Community Development Block Grant application.

**ACTION REQUIRED / PROPOSED MOTION:**

Set public hearing for Tuesday, April 1, 2025 at 4:35 pm for The Crittenton Center Community Development Block Grant application.



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

**Parcel #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 18<sup>th</sup> 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 **25<sup>th</sup> Day of March, 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 on the **25<sup>th</sup> Day of March, 2025**, immediately following the closing of the public hearing to **James Davidson Brady & Amber Brady only per Code of Iowa 331.361(2)**.
3. That said Board proposes to sell the said real estate to **James Davidson Brady & Amber Brady only for consideration of \$20.00 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 11<sup>th</sup> Day of March, 2025

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

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Michelle K. Skaff  
Woodbury County Auditor  
and Recorder

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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 18<sup>th</sup> St.

GIS PIN # 894721355016

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

Legal Description:

East 84 feet Lot 1, East 84 ft  
N 1/4<sup>th</sup> 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

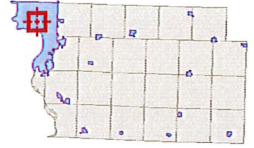
Minimum Bid Set by Supervisor: \$ 100 (ONE DOLLAR) PLUS FEES IF ANY

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 HILLE 54 FT LOT 1 E 54 FT N 1 FT LOT 2 BLK 7				
	<b>(Note: Not to be used on legal documents)</b>				

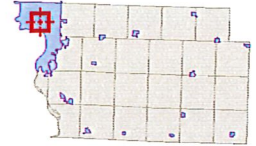
Date created: 1/23/2025  
 Last Data Uploaded: 1/22/2025 10:07:59 PM



# Beacon™ Woodbury County, IA / Sioux City



### 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	Acres	n/a		SIOUX CITY, IA 51101
	SIOUX CITY				
District	0087				
Brief Tax Description	ROSE HILLE 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

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

**Parcel #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 13<sup>th</sup> 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 **25<sup>th</sup> Day of March, 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 on the **25<sup>th</sup> Day of March, 2025**, immediately following the closing of the public hearing to **Daytona Bahmer & Tristen Heimgartner only per Code of Iowa 331.361(2)**.
3. That said Board proposes to sell the said real estate to **Daytona Bahmer & Tristen Heimgartner only for consideration of \$25,000.00 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 11<sup>th</sup> Day of March, 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 13<sup>th</sup> St.

GIS PIN # 894726105001

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

Legal Description:

Lots 7 through 12, both inclusive  
in Block 9 of Booge 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: 10/3/24

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

Approximate Delinquent Real Estate Taxes: \$25,661

Approximate Delinquent Special Assessment Taxes: \$156

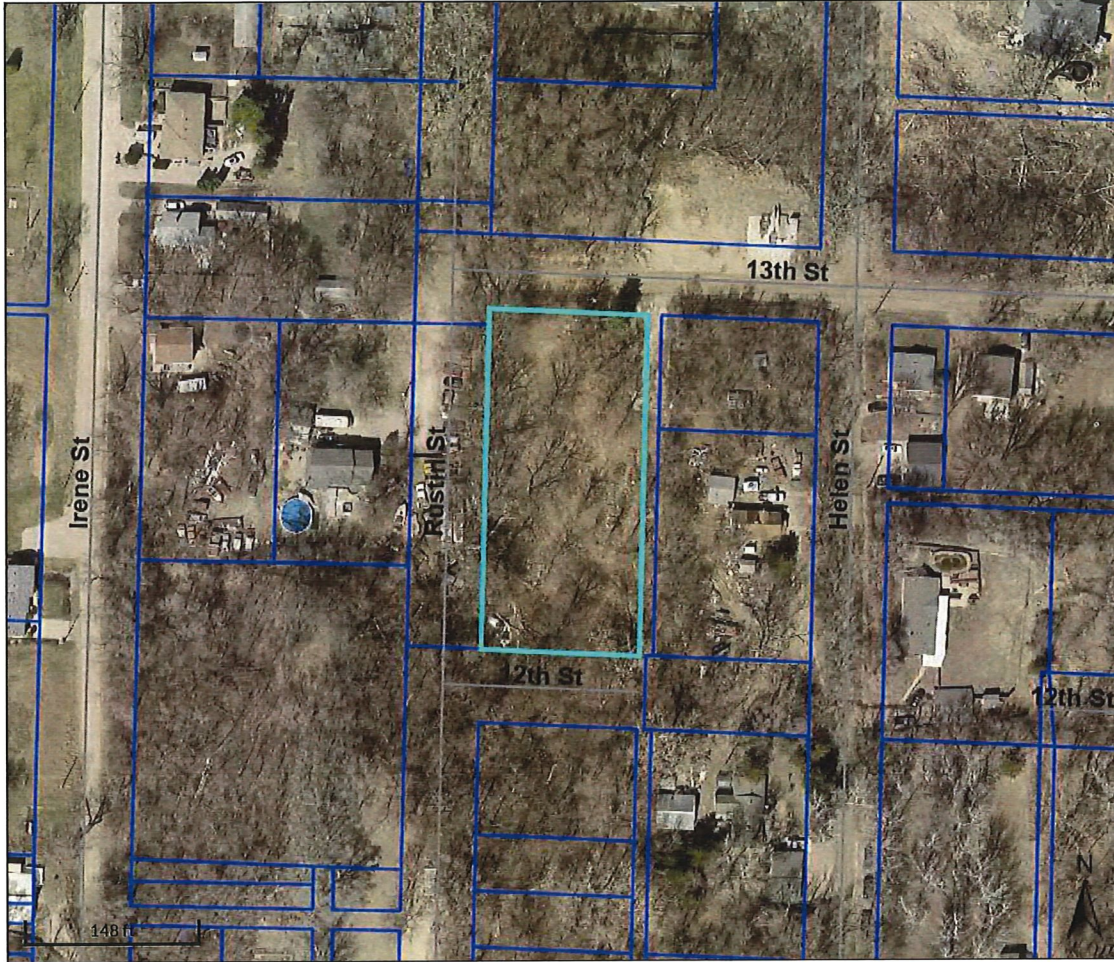
\*Cost of Services: \$126

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

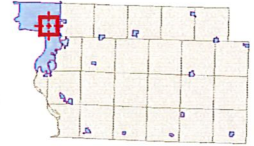
Minimum Bid Set by Supervisor: \$300

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	Acreage	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)

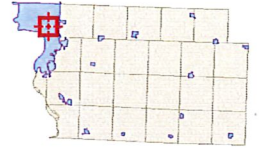
Date created: 4/12/2024  
 Last Data Uploaded: 4/12/2024 1:13:41 AM

Developed by  Schneider  
 GEOSPATIAL



# Beacon™ Woodbury County, IA / Sioux City

### 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	Acreage	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



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

Date: 03/17/25

Weekly Agenda Date: 03/25/25

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** John Malloy, WCICC-IT

**WORDING FOR AGENDA ITEM:**

Approval to Spend WCICC-IT FY2026 CIP Dollars

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

Approval to Spend WCICC-IT FY2026 CIP Dollars.

**BACKGROUND:**

Our FY2026 approved CIP totals \$280,000 for the following projects:

Enterprise/Edge Firewall Upgrade - \$100,000

Security Utilities/Keys - \$40,000

County PCs - \$40,000

Fiber Optics - \$25,000

Fiber Testing & Diagnostic Tools - \$25,000

GIS Dashboard - \$25,000

Extreme Edge Switch Cleanup - \$25,000

**FINANCIAL IMPACT:**

An estimated cost of \$280,000. Funds are budgeted for FY26 CIP. WCICC-IT would like to move the Enterprise/Edge Firewall Upgrade project ahead and start purchasing equipment in FY25.

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:**

Approval to Spend WCICC-IT FY2026 CIP Dollars.

**ACTION REQUIRED / PROPOSED MOTION:**

Approval to Spend WCICC-IT FY2026 CIP Dollars.

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

Date: 3/20/2025 Weekly Agenda Date: 3/25/2025

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Dorothy Pecaut Nature Center Structural Project- Floor Slab Stabilization Architectural Services Contract

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

CMBA Architects as requested by Building Services has provided an Architectural Services Contract relating to structural "Floor Slab Stabilization".

**BACKGROUND:**

The Conservation Department in 2022 notified Building Services that the Nature Center Building over an extended period of time has continued to experience floor settling & the problem was beginning to effect entry door function, & the issue was to a level that it needed to be addressed. Upon inspection Building Services noted an area on first floor had settled 2.25 Inches in 20 Foot.

**FINANCIAL IMPACT:**

FY2023 CIP: \$111,770  
CMBA Architechts Contract = \$15,000

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

Yes  No

**RECOMMENDATION:**

Motion to Approve CMBA Architects Contract

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to Approve CMBA Contract in the amount of \$15,000.00



# AIA® Document B105® – 2017

## Standard Short Form of Agreement Between Owner and Architect

**AGREEMENT** made as of the First day of January in the year Two Thousand Twenty Five  
*(In words, indicate day, month and year.)*

**BETWEEN** the Owner:

*(Name, legal status, address and other information)*

Woodbury County, Iowa  
620 Douglas St.  
Sioux City, IA 51101

and the Architect:

*(Name, legal status, address and other information)*

Cannon Moss Brygger & Associates P.C. dba CMBA Architects P.C  
302 Jones St. Suite 200  
Sioux City, IA 51101

for the following Project:

*(Name, location and detailed description)*

Dorothy Pecaut Nature Center Floor Issues  
Woodbury County, Iowa  
4500 Sioux River Road, Sioux City, Iowa 51109

The Owner and Architect agree as follows.

**ADDITIONS AND DELETIONS:**

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

## ARTICLE 1 ARCHITECT'S RESPONSIBILITIES

The Architect shall provide architectural services for the Project as described in this Agreement. The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project. The Architect shall assist the Owner in determining consulting services required for the Project. The Architect's services include the following consulting services, if any:

1. Review of the current slab-on-grade floor displacement issues
2. Develop treatment plan with a structural engineer and provide recommendations for corrective measures
3. Provide drawings and specifications of the treatment plan to be used for competitive quotes or bids as required by Iowa Code
4. Plans at this time do not include extensive structural repairs such as helical or push piers. Intention is floor stabilization only with injected foam.
5. Assist Owner with obtaining and analyzing and recommending competitive quotes or bids
6. Answer questions and provide input during the remediation process, review the contractor pay applications
7. Provide punch list at the end of the remediation process before final payment is released
8. Work with civil engineer to establish bench marks for measuring any additional or future settlement

During the Design Phase, the Architect shall review the Owner's scope of work, budget and schedule and reach an understanding with the Owner of the Project requirements. Based on the approved Project requirements, the Architect shall develop a design, which shall be set forth in drawings and other documents appropriate for the Project. Upon the Owner's approval of the design, the Architect shall prepare Construction Documents indicating requirements for construction of the Project and shall coordinate its services with any consulting services the Owner provides. The Architect shall assist the Owner in filing documents required for the approval of governmental authorities, in obtaining bids or proposals, and in awarding contracts for construction.

During the Construction Phase, the Architect shall act as the Owner's representative and provide administration of the Contract between the Owner and Contractor. The extent of the Architect's authority and responsibility during construction is described in AIA Document A105™-2017, Standard Short Form of Agreement Between Owner and Contractor. Generally, the Architect's services during construction include interpreting the Contract Documents, reviewing the Contractor's submittals only once, visiting the site up to five (5) visits with accompanying field reports, reviewing and certifying payments, and rejecting nonconforming Work.

## ARTICLE 2 OWNER'S RESPONSIBILITIES

The Owner shall provide full information about the objectives, schedule, constraints and existing conditions of the Project, and shall establish a budget that includes reasonable contingencies and meets the Project requirements. The Owner shall provide decisions and furnish required information as expeditiously as necessary for the orderly progress of the Project. The Architect shall be entitled to rely on the accuracy and completeness of the Owner's information. The Owner shall furnish consulting services not provided by the Architect, but required for the Project, such as surveying, which shall include property boundaries, topography, utilities, and wetlands information; geotechnical engineering; and environmental testing services. The Owner shall employ a Contractor, experienced in the type of Project to be constructed, to perform the construction Work and to provide price information.

## ARTICLE 3 USE OF DOCUMENTS

Drawings, specifications and other documents prepared by the Architect shall become property of the Owner, and are for the Owner's use solely with respect to constructing the Project. When transmitting copyright-protected information for use on the Project, the transmitting party represents that it is either the copyright owner of the information, or has permission from the copyright owner to transmit the information for its use on the Project.

3.1 In the event the Owner uses the Instruments of Service without retaining the author of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of

Service under Section 3.1. The terms of this Section 3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Article 4.

#### **ARTICLE 4 TERMINATION, SUSPENSION OR ABANDONMENT**

In the event of termination, suspension or abandonment of the Project by the Owner, the Architect shall be compensated for services performed. The Owner's failure to make payments in accordance with this Agreement shall be considered substantial nonperformance and sufficient cause for the Architect to suspend or terminate services. Either the Architect or the Owner may terminate this Agreement after giving no less than seven days' written notice if the Project is suspended for more than 90 days, or if the other party substantially fails to perform in accordance with the terms of this Agreement. Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

#### **ARTICLE 5 MISCELLANEOUS PROVISIONS**

This Agreement shall be governed by the law of the place where the Project is located. Terms in this Agreement shall have the same meaning as those in AIA Document A105-2017, Standard Short Form of Agreement Between Owner and Contractor. Neither party to this Agreement shall assign the contract as a whole or in part without the express written consent of the other.

The parties acknowledge that the Woodbury County Conservation Board is a third party beneficiary of this contract. Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, any other third party against either the Owner or the Architect.

The Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

#### **ARTICLE 6 PAYMENTS AND COMPENSATION TO THE ARCHITECT**

The Architect's Compensation shall be:

Fixed fee of Fifteen Thousand Dollars (\$15,000.00)

The Owner shall pay the Architect an initial payment of zero \_\_\_\_\_ Thousand zero \_\_\_\_\_ Hundred Dollars and Zero Cents (\$ \$ 0.00 \_\_\_\_\_) as a minimum payment under this Agreement. The initial payment shall be credited to the final invoice.

The Owner shall reimburse the Architect for expenses incurred in the interest of the Project, plus zero percent ( 0 %).

Payments are due and payable upon receipt of the Architect's monthly invoice. Amounts unpaid thirty ( 30 ) days after the invoice date shall bear interest from the date payment is due at the rate of one-and-one-half percent ( 1 1/2 % ) per month , or in the absence thereof, at the legal rate prevailing at the principal place of business of the Architect.

At the request of the Owner, the Architect shall provide additional services not included in Article 1 for additional compensation. Such additional services may include, but not be limited to, providing or coordinating services of consultants not identified in Article 1; revisions due to changes in the Project scope, quality or budget, or due to Owner-requested changes in the approved design; evaluating changes in the Work and Contractors' requests for substitutions of materials or systems; providing services necessitated by the Contractor's failure to perform; and the extension of the Architect's Article 1 services beyond twelve ( 12 ) months of the date of this Agreement through no fault of the Architect.

#### **ARTICLE 7 OTHER PROVISIONS**

*(Insert descriptions of other services and modifications to the terms of this Agreement.)*

7.1 Nothing in this Agreement is intended, nor shall be construed to hold the Architect, its employees, agents, or assigns, to a standard of care that would otherwise be required in the absence of a written contract.

7.2 Architect shall provide its services and meet its obligations under this Contract in a manner using the knowledge and skill which meet generally acceptable standards in Architect's community and region. To the fullest extent permitted by law, Architect makes no other express or implied warranties.

7.3 To the fullest extent permitted by law, Owner shall indemnify and hold Architect harmless from all claims, losses, expenses, damages, fines, penalties, fees (including Attorney fees), costs and judgements that may be asserted against Architect and which result from any acts or omissions of Owner or Owner's agents in performance of this Contract.

7.4 This Contract contains the entire agreement of the parties. There are no other promises or conditions in any other agreement, whether oral or written, concerning this matter. This Contract supersedes any prior written or oral agreements between the parties.

7.5 If any provision herein is invalid or unenforceable, the remaining provisions will continue to be valid and enforceable. If a court finds any provision of this Contract invalid or unenforceable, but that by limited such provision, it would become valid and enforceable, such provision will be deemed to be written, construed and enforced as so limited.

7.6 This Contract may be modified or amended in writing, if the writing is signed by the party obligated by the modification or amendment. The parties agree any language used in this Contract will be deemed to be language chosen by the parties, and no rule of strict construction against any party hereto will apply to any term or condition of this Contract.

7.7 This Contract can be executed in counterparts, each of which shall be deemed an original and all counterparts together shall be deemed one agreement. This Contract is deemed effective upon execution by both parties. A facsimile or electronic copy of an original signature shall have the same force and effect as the original signature.

7.8 This Contract may not be assigned without the express written consent of the non-assigning party

This Agreement entered into as of the day and year first written above.

\_\_\_\_\_  
OWNER (Signature)

\_\_\_\_\_  
(Printed name and title)



\_\_\_\_\_  
ARCHITECT (Signature)

Terry Glade, AIA Principal Architect  
\_\_\_\_\_  
(Printed name, title, and license number, if required)

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

Date: 3/20/2025 Weekly Agenda Date: 3/25/2025

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Dorothy Pecaut Nature Center - Floor Slabs Stabilization Project

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

Competitive Vendor Quotes have been taken. Building Services in conjunction with CMBA & Raker Rhodes Eng. seek approval to complete floor slab stabilization (fill voids) on both 1st and 2nd Floors.

**BACKGROUND:**

Quotes have been received for the work necessary to perform floor slab stabilization which is necessary to address settlement and provide a non-invasive attempt at solving a complex issue. CMBA Architects, Raker Rhodes Engineering, & Certified Testing believe a best path forward is to stabilize the floor slabs & continue to monitor structural movements before conducting any invasive pier work.

**FINANCIAL IMPACT:**

CIP FY2023: \$111,7700 (Remaining \$82,164)  
CIP FY2026: \$372,000

**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:**

Consideration and approval of low quote & a project contingency for progress work or unknown additions to the quoted scope of services to be performed.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve Concrete Raising Service Quote Dated 3/19/2025 in the amount of \$48,000.00, General Contractor work \$8,250.00, and project contingency of \$12,000.00 for a Total Amount of \$68,250.00.



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

Date: 10/18/2023 Weekly Agenda Date: 10/24/2023

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz/ Dan Heissel

**WORDING FOR AGENDA ITEM:**

Dorothy Pecaut Nature Center- Building Floor Slab Settlement - 2024 CIP Expense Approval

**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:**

Building Services will request funding for 2024 Dorothy Pecaut CIP expenditure approval relating to floor slab settlement & seek feedback on applicable expenses.

**BACKGROUND:**

The Conservation Department in 2022 notified Building Services that the Nature Center Building over an extended period of time has continued to experience floor settling & the problem was beginning to effect entry door function, & the issue was to a level that it needed to be addressed. Upon inspection Building Services noted an area on first floor had settled 2.25 Inches in 20 Foot.

**FINANCIAL IMPACT:**

2024 Capital Improvement Project 6100-24-Foundation = \$100,000  
Total Expenditures to be determined

**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 motions & provide direction on applicable expenditures

**ACTION REQUIRED / PROPOSED MOTION:**

- a. Motion to approve 2024 CIP 1600-24-Foundation & expenditures in the amount of \$100,000
- b. Motion to approve additional funds of \$25,000 applicable to Architectural, Engineering, & Geotechnical expenses previously incurred.

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

Date: 10/12/2023 Weekly Agenda Date: 10/17/2023

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Dorothy Pecaut Nature Center- Building Floor Slab Settlement

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

Building Services will discuss actions taken to determine factors contributing to building settlement, expenditures to date, & expectations moving forward.

**BACKGROUND:**

The Conservation Department in 2022 notified Building Services that the Nature Center Building over an extended period of time has continued to experience floor settling & the problem was beginning to effect entry door function, & the issue was to a level that it needed to be addressed. Upon inspection Building Services noted an area on first floor had settled 2.25 Inches in 20 Foot.

**FINANCIAL IMPACT:**

2024 Capital Improvement Project = \$100,000  
Architectural, Engineering, & Testing Expensed as of 10/15/2023 = \$9,959.50

**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:**

Information

**ACTION REQUIRED / PROPOSED MOTION:**

Information



## WOODBURY COUNTY BUILDING SERVICES DEPARTMENT

Subject: Dorothy Pecaut Nature Center (2024 CIP #6100-24-Foundation)

### Performance Items & Expenses

#### Project Performance Items Completed as of October 15th, 2023:

1. Initial Architectural & Engineering Meeting & on-site Reviews
2. Architectural & Engineers Review of Original Building (As Built) Plans & Specifications
3. Geotechnical Exploration Phase-1 Floor Slab Survey
4. Geotechnical Exploration Phase-2 Floor Slab Soil Borings
5. Downspouts Collector Camera Inspections (Architects Action Item #2)

Architectural, Engineering, Geotechnical, & Plumbing Expensed as of 10/15/2023 = \$9,959.50

#### Project Next Steps Action Items To Be Completed:

1. Architects Action Item #1- Exterior Soil Borings (East Side)
2. Architects Action Item #4- Ground Penetrating Radar Exploration
3. Architects Action Item #5- Stabilization Materials Investigation
4. Architects Action Item #3- Building Settlement Monitors

#### Quoted Costs;

- Exterior Soil Borings (Action Item #1)- Quoted Waiting Approval- \$2,450
- Ground Penetrating Radar (Action Item #4)- Quoted Waiting Approval- \$2,925
- Settlement Monitors (Action Item #3)- Initial Installation \$2,800 – Future Inspections \$1,800 Each

#### Additional Costs (To Be Determined);

- Downspout Line & Associated Repair Costs
- Building/ Slab Stabilization, Building Repairs, Retaining Wall Removal/ Replacement
- Water Feature Removal/ Replacement
- Architectural & Engineering Fees



**CMBA ARCHITECTS**  
 302 Jones Street, Suite 200  
 Sioux City, IA 51101  
 (P) 712.274.2933

WOODBURY COUNTY  
 KENNY SCHMITZ  
 401 8th Street  
 Sioux City, IA 51101

Invoice number 63017  
 Date 09/11/2023

Project 23186 Dorothy Pecaut Nature Center  
 Floor Issues

Professional services for the period: 8/1/23 through 8/31/23

**Professional Services**

	Hours	Rate	Billed Amount
Principal	7.50	225.00	1,687.50
Invoice total			<b>1,687.50</b>

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
63017	09/11/2023	1,687.50	1,687.50				
Total		1,687.50	1,687.50	0.00	0.00	0.00	0.00

6100 - 24 - FOUNDATION



**CMBA ARCHITECTS**  
 302 Jones Street, Suite 200  
 Sioux City, IA 51101  
 (P) 712.274.2933

WOODBURY COUNTY  
 KENNY SCHMITZ  
 401 8th Street  
 Sioux City, IA 51101

Invoice number 63119  
 Date 10/06/2023  
 Project **23186 Dorothy Pecaut Nature Center  
 Floor Issues**

Professional services for the period: 9/1/23 through 9/30/23

**Professional Services**

	Hours	Rate	Billed Amount
Principal	1.10	225.00	247.50
Invoice total			<b>247.50</b>

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
63119	10/06/2023	247.50	247.50				
	Total	247.50	247.50	0.00	0.00	0.00	0.00

*6100-24-FOUNDATION*

*10/24/23 post date*



Certified Testing Services, Inc.

P.O. Box 1193  
Sioux City, IA 51102

# Invoice

Date	Invoice #
6/28/2023	SC46228

<b>Bill To</b>
Attn: Mr. Kenny Schmitz Building Services Director Woodbury County 401 8th Street Sioux City, Iowa 51101

<b>Location</b>
Woodbury County, Iowa

Project		G7037- Dorothy Pecaut Nature Center		Building Distress	
Date	Description	Quantity	Rate	Total	
06/28/2023	Floor Survey and Analysis, Lump Sum	1	950.00	950.00	
06/28/2023	Geotechnical Study and Report, Lump Sum	1	5,200.00	5,200.00	
6100-29-DPC FOUNDATION					

Due to increase cost in processing fees for credit card transactions, we unfortunately need to charge a 1.9% surcharge on all invoices paid by Credit or Debit card. We still offer FREE ACH, Direct Debit. Check or cash pay options for your convenience on all invoices.

<b>Subtotal</b>	\$6,150.00
<b>Sales Tax (0.0%)</b>	\$0.00

<b>Phone #</b>	<b>Fax #</b>	<b>E-mail</b>	<b>Balance Due</b>	\$6,150.00
712-252-5132	712-252-0110	kmartin@ctsgeo.com		

# Invoice

<b>Bill To</b>
Woodbury County Court House Kenny Schmitz, Director of Facilities 620 Douglas St. Sioux City, IA 51101

<b>Date</b>	<b>Invoice #</b>
8/31/2023	RR23205-8

		Project	FEE:		
		RR23205 Dorothy Pecaut Settlement	TBD		
Qty	Item	Description	Rate	Prior Billed	Amount
12	Review	Site visits as needed to review settlement concerns; review of existing drawings and new geotechnical report; provide structural details/recommendations as needed after geotechnical exploration  <i>6100-24-FOUNDATION</i>	125.00		1,500.00
			<b>Current Invoice Total</b>		\$1,500.00
			<b>Job Total</b> (Includes Outstanding Balances)		\$1,500.00

morningside plumbing

PO Box 4547

Sioux City, IA 51104 US

712-274-1738

office@morningsideplumbing.biz



# INVOICE

INVOICE # 15131794

DATE 09/15/2023

DUE DATE 10/06/2023

**BILL TO**

Woodbury County  
Conservation-Dorothy Pecaut  
Nature Center  
4500 Sioux River Rd  
Sioux City, IA 51109

**SHIP TO**

Woodbury County  
Conservation-Dorothy  
Pecaut Nature Center  
4500 Sioux River Rd  
Sioux City, IA 51109

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

	DESCRIPTION	AMOUNT
CAMERA REG	Sewer Camera- Televised Downspouts Belly in line from 19' to 36.11' Separated pipe 55.09' south of downspout #3	350.00T
	SUBTOTAL	350.00
	TAX	24.50
	TOTAL	374.50
	BALANCE DUE	<b>\$374.50</b>



Subject: RE: Dorothy Pecaut Meeting Walk-thru  
Date: 3/31/2023 2:12 PM  
From: "Corey Erickson" <CErickson@rakerrhodes.com>  
To: "Kenny Schmitz" <kschmitz@woodburycountyiowa.gov>, "glade.t@cmbaarchitects.com" <glade.t@cmbaarchitects.com>

Kenny,

The following time slots work for me next week:

- Tuesday 4/4 – anytime
- Wednesday 4/5 – anytime
- Friday 4/7 – 1-4pm

Thanks,

Corey Erickson, PE

**RAKER RHODES ENGINEERING**

c: 712.389.0170 | | [www.rakerrhodes.com](http://www.rakerrhodes.com)

**From:** Kenny Schmitz <kschmitz@woodburycountyiowa.gov>  
**Sent:** Friday, March 31, 2023 1:04 PM  
**To:** glade.t@cmbaarchitects.com; Corey Erickson <CErickson@rakerrhodes.com>  
**Subject:** Dorothy Pecaut Meeting Walk-thru

Terry/ Corey,

Can you both provide me your schedule availabilities for next week or/and the week after for a one-hour meeting at Dorothy Pecaut.

*Kenny Schmitz*

Director | Building Services

401 8<sup>th</sup> Street

Sioux City, Iowa 51101

712.279.6539

[kschmitz@woodburycountyiowa.gov](mailto:kschmitz@woodburycountyiowa.gov)

*Providing Professional Services to Woodbury County since 2015*

Subject: Dorothy Pecaut Nature Center Floor  
Date: 4/25/2023 2:28 PM  
From: "Terry Glade" <glade.t@cmbaarchitects.com>  
To: "Matthew Dailey" <mdailey@ctsgeo.com>  
"Corey Erickson (CErickson@rakerrhodes.com)" <cerickson@rakerrhodes.com>, "Kenny Schmitz (kschmitz@woodburycountyiowa.gov)" <kschmitz@woodburycountyiowa.gov>, "Daniel Heissel" <dheissel@woodburyparks.org>, "HOLLY MATHIESEN" <mathiesenholly@yahoo.com>

Matt,

The Nature Center is experiencing some floor settlement issues on their lower level and has for some time. It has recently gotten worse and we were out there last week to review. The consensus was that we need a geotech to review the situation and the drawings to really see what is happening before we create a plan to rectify and stabilize. Do you have any times this week that you could meet out there to look at the situation? Please let us know.

Thanks,

**TERRY GLADE** AIA, LEED AP  
PRINCIPAL

**CMBA ARCHITECTS**  
P 712.274.2933 ext 1106  
M 712.898.9459

[WWW.CMBAARCHITECTS.COM](http://WWW.CMBAARCHITECTS.COM)

The information contained in this communication may be confidential, and is intended only for the use of the recipient(s) named above. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication, or any of its contents, is strictly prohibited. If you have received this communication in error, please return it to the sender immediately and delete the original message and any copy of it from your computer system.

Subject: Dorothy Pecaut Plans  
Date: 4/28/2023 7:03 PM  
From: "Terry Glade" <glade.t@cmbaarchitects.com>  
To: "Matthew Dailey" <mdailey@ctsgeo.com>  
Cc: "Corey Erickson (CErickson@rakerrhodes.com)" <cerickson@rakerrhodes.com>, "Kenny Schmitz (kschmitz@woodburycountyiowa.gov)" <kschmitz@woodburycountyiowa.gov>

**ShareFile Attachments**

Expires May 28, 2023

92057 Nature Center as-builts reduced.pdf

14.2 MB

Download Attachments

Terry Glade uses ShareFile to share documents securely.

Matt,

Thanks for sending Robbie to the meeting today. He got a good visual on what we are seeing. Use this link to view the original plans of the building to relate that to what is happening on site. Please provide a proposal to perform the exploration you feel is necessary to take this further. Address the proposal to:

Kenny Schmitz, Director, Building Services  
Woodbury County  
401 8<sup>th</sup> St.  
Sioux City, IA 51101

712/253-3745

[kschmitz@woodburycountyiowa.gov](mailto:kschmitz@woodburycountyiowa.gov)

Thanks,

**TERRY GLADE** AIA, LEED AP  
PRINCIPAL

**CMBA ARCHITECTS**  
P 712.274.2933 ext 1106  
M 712.898.9459

[WWW.CMBAARCHITECTS.COM](http://WWW.CMBAARCHITECTS.COM)

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Subject: RE: Dorothy Pecaut Nature Center Floor  
Date: 5/10/2023 7:04 AM  
From: "Kenny Schmitz" <kschmitz@woodburycountyiowa.gov>  
To: "Matthew Dailey" <mdailey@ctsgeo.com>  
"Terry Glade" <glade.t@cmbaarchitects.com>, "Corey Erickson  
(CErickson@rakerrhodes.com)" <cerickson@rakerrhodes.com>, "Daniel Heissel"  
Cc: <dheissel@woodburyparks.org>, "James Bertsch" <JBertsch@ctsgeo.com>, "Jed  
McInerney" <JMcInerney@ctsgeo.com>

Matt,

Attached is the executed copy. Please coordinate with Dan's schedule (possibly Monday) or as soon as possible.

Thanks,

*Kenny Schmitz*

Director | Building Services

401 8<sup>th</sup> Street

Sioux City, Iowa 51101

712.279.6539

kschmitz@woodburycountyiowa.gov

*Architectural Department Services to Woodbury County since 2017*

**From:** Matthew Dailey <mdailey@ctsgeo.com>  
**Sent:** Tuesday, May 9, 2023 5:06 PM  
**To:** Kenny Schmitz <kschmitz@woodburycountyiowa.gov>  
**Cc:** Terry Glade <glade.t@cmbaarchitects.com>; Corey Erickson (CErickson@rakerrhodes.com) <cerickson@rakerrhodes.com>; Daniel Heissel <dheissel@woodburyparks.org>; James Bertsch <JBertsch@ctsgeo.com>; Jed McInerney <JMcInerney@ctsgeo.com>  
**Subject:** RE: Dorothy Pecaut Nature Center Floor

**CAUTION:** This email originated from **OUTSIDE** of the organization. Please verify the sender and use caution if the message contains any attachments, links, or requests for information as this person may NOT be who they claim. **If you are asked for your username and password, please call WCICC and DO NOT ENTER any data.**

Kenny,

Attached is our proposal for the initial phase of the investigation as to the settlement of the Nature Center Building. Please review the proposal and let us know if there are any questions. Dan indicated that Mondays were best to perform work in that the facility is closed to the public. With that, we could be there as early as Monday to do the floor survey.

Thanks,

**Matthew R. Dailey, P.E.**

Geotechnical Department Manager

**Certified Testing Services, Inc.**

PO Box 1193 | 419 W. 6th Street | Sioux City, Iowa 51102

Office: (712)252-5132 | Direct: (712)226-1551 | Mobile: (712)203-0053



## Certified Testing Services, Inc.

419 W. 6th Street • P.O. Box 1193 • Sioux City, Iowa 51102 • Phone (712) 252-5132

May 9, 2023

Kenny Schmitz  
Director – Building Services  
Woodbury County  
401 8<sup>th</sup> Street  
Sioux City, Iowa 51101

RE: Geotechnical Exploration Services  
Building Distress  
Dorothy Pecaut Nature Center  
Sioux City, Iowa  
CTS Proposal No. 6398

Dear Mr. Schmitz,

### Introduction

Certified Testing Services, Inc. is pleased to submit this proposal to perform a geotechnical exploration for the above referenced project. This proposal presents our understanding of the furnished project information, scope of work, as well as schedule and fees.

### Project Information

During a meeting at the site on April 28, 2023, Mr. Robert Smutzler of CTS met with Mr. Terry Glade, AIA of CMBA Architects, Mr. Kenny Schmitz of Woodbury County, Mr. Dan Heissel and Mr. Brian Stehr of the Woodbury County Conservation Board, Mr. Corey Erickson of Raker Rhodes, and Ms. Holly Mathiesen of Concrete Raising Service. On May 5, 2023, Mr. Matthew Dailey, P.E., and Mr. Robert Smutzler of CTS met with Mr. Dan Heissel at the site for a follow up visit. In an email on April 28, 2023, Mr. Glade provided a link to the as-built plans for the site. CTS understands that settlement has occurred in the floor slab along the west wall in the lower level of the two-story portion of the building, along the east wall in the main level single-story portion of the building and the retaining walls are leaning away from the slope on the south side of

the building. It is also understood that there is some cracking of the drywall, doorways in the distressed areas are experiencing movement and a built-in shelf has fallen due to the movement. CTS did not witness cracking of the exterior walls during the exterior inspection of the building. Mr. Heissel indicated that the exterior stoops on the west side of the building have been replaced due to the doors contacting the concrete while opening.

#### Scope of Work

Based on the information provided by during the site meetings and past experience, CTS proposes to perform the work in two phases. The first phase will consist of performing a floor survey of the floor slabs in the distressed areas in the upper and lower portions of the building. The second phase would be to perform soil borings in the floor slab and potentially exterior borings in and around the distressed areas based on the results of the floor slab survey. At the completion of the fieldwork, the pavement will be patched and samples collected in the field will be transported to the laboratory and tested to determine select engineering properties that will be used in our analysis. The results of the fieldwork, laboratory testing, project information and other information will be evaluated by a professional engineer familiar with the soil conditions in the project area and presented in a report.

Items that will be addressed in the first phase report include our understanding of the project information, the results of the floor survey with recommendations for further investigation, and groundwater information.

#### Cost

Based on the scope of work discussed above, CTS proposes to perform the work **for the first phase** for a lump sum amount of \$950.00, which includes two hard copies and an electronic copy of the report. The scope of work and cost for the second phase will be provided based on our analysis of the results of the floor survey. It is further proposed

Woodbury County  
May 9, 2023  
CTS Proposal Number 6398  
Page 3 of 7

to perform the work in accordance with the attached CTS "General Conditions" which are incorporated into this proposal.

Schedule and Authorization

Based on our present schedule, we can commence the first phase of the fieldwork within five to seven working days of receiving the signed copy of the proposal if weather and site conditions allow. CTS's written report for the first phase would be completed within seven working days of completion of the fieldwork.

CTS will proceed with the fieldwork for the first phase based on the receipt of a signed copy of this proposal. To speed up the process a copy of the signature page may be faxed to (712) 252-0110 or emailed to [mdailey@ctsgeo.com](mailto:mdailey@ctsgeo.com) and would serve as written authorization. Please complete as many items as possible on the attached project data sheet and return with the signature page.

CTS appreciates the opportunity to submit this proposal and looks forward to working with you on this project. If you should have any questions or need additional information, feel free to contact our office.

Sincerely,

CERTIFIED TESTING SERVICES, INC.



James A. Bertsch, P.E.  
Senior Geotechnical Engineer



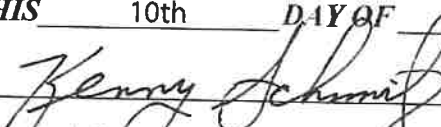
Matthew R. Dailey, P.E.  
Geotechnical Department Manager

JAB/MRD/md

Woodbury County  
May 9, 2023  
CTS Proposal Number 6398  
Page 4 of 7

Attachments: Schedule of Services and Fees  
Project Data Sheet  
General Conditions

cc: CMBA Architects  
Woodbury County Conservation Board

<b>AGREED TO THIS</b>	10th	<b>DAY OF</b>	May	, 20	23
<b>SIGNATURE:</b>					
<b>PRINTED NAME:</b>	Kelsey Schmitz				
<b>TITLE:</b>	Building Services Director				
<b>FIRM:</b>	Woodbury County Iowa				



Woodbury County  
May 9, 2023  
CTS Proposal Number 6398  
Page 5 of 7

**SCHEDULE OF SERVICES AND FEES**

**Report**

Staff Engineer	Hour	130.00
Senior Engineer	Hour	160.00

**CERTIFIED TESTING SERVICES, INC  
PROJECT DATA SHEET  
SUBSURFACE EXPLORATION**

1. Project Name: \_\_\_\_\_

2. Project Location: \_\_\_\_\_

3. Your Job Number: \_\_\_\_\_ Purchase Order No.: \_\_\_\_\_

4. Project Manager: \_\_\_\_\_ Telephone No.: \_\_\_\_\_

5. Distribution of Reports:

Copies To: \_\_\_\_\_ Copies To: \_\_\_\_\_

\_\_\_\_\_

Attn: \_\_\_\_\_ Attn: \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_

Request for Distribution of Hard Copies and Electronic Copies

Request for Distribution of Electronic Copies Only

6. Invoicing Address:

\_\_\_\_\_

\_\_\_\_\_

Attn: \_\_\_\_\_

Email: \_\_\_\_\_

This document is a fillable form

# GENERAL CONDITIONS

## SUBSURFACE EXPLORATION SERVICES

### SECTION 1: Scope of Work

CTS shall perform the services defined in the contract and shall invoice the client for those services at the fee schedule rates. Any cost estimates stated in this contract shall not be considered as a firm figure unless otherwise specifically stated in this contract. If unexpected site conditions are discovered, the scope of work may change, even as the work is in progress. CTS will provide these additional services at the contract fee schedule rate.

Rates for work beyond the scope of this contract and not covered by the contract fee schedule can be provided. CTS can perform additional work with verbal authorization, and will provide written confirmation of fees, if requested. All costs incurred because of delays in authorizing the additional work will be billed to the client.

Fee schedules are valid for one year following the date of the contract unless otherwise noted.

### SECTION 2: Access to Sites

Unless otherwise agreed, the client will furnish CTS with right-of-access to the site in order to conduct the planned exploration.

While CTS will take all reasonable precautions to minimize any damage to the property, it is understood by the client that in the normal course of work some damage may occur, the restoration of which is not part of this agreement.

### SECTION 3: Soil Boring Locations

The client will furnish CTS with a diagram indicating the location of the site. Test boring locations may also be indicated on the diagram. CTS reserves the right to deviate a reasonable distance from the boring locations specified unless this right is specifically revoked by the client in writing at the time the location diagram is supplied. CTS reserves the right to terminate this contract if conditions preventing drilling at the specified locations are encountered which were not made known to CTS prior to the date of this contract.

The accuracy and proximity of provided survey control will affect the accuracy of in situ test location and evaluation determinations. Unless otherwise noted, the accuracy of test locations and elevations will be commensurate only with pacing and approximate measurements or estimates.

### SECTION 4: Utilities

In the performance of its work, CTS will take all reasonable precautions to avoid damage or injury to subterranean structures or utilities.

The client agrees to hold CTS harmless and indemnify CTS for any claims, payments or other liability, including costs and attorney fees incurred by CTS for any damages to subterranean structures which are not called to CTS's attention and correctly shown on plans furnished to CTS.

### SECTION 5: Samples

CTS will retain all soil and rock samples for 30 days after submission of the report. Further storage or transfer of samples can be made at owner expense upon written request.

### SECTION 6: Unanticipated Hazardous Materials

It shall be the duty of the owner or his representative to advise CTS of any known or suspected hazardous substances which are or may be related to the services provided; such hazardous substances including but not limited to products, materials, by-products, wastes or samples of the foregoing which CTS may be provided or obtain performing its services or which hazardous substances exist or may exist on or near any premises upon which work is to be performed by CTS's employees, agents or subcontractors.

If during the course of providing services CTS observes or suspects the existence of unanticipated hazardous materials, CTS may at its option terminate further work on the project and notify client of the condition. Services will be resumed only after a renegotiation of scope of services and fees. In the event that such renegotiation cannot occur to the satisfaction of CTS, CTS may at its option terminate this contract.

### SECTION 7: Reports and Invoices

CTS will furnish three (3) copies of the report to the client. Additional copies will be furnished at the rate specified in the fee schedule.

CTS will submit invoices to the client monthly and a final bill upon completion of services. Payment is due upon presentation of invoice and is past due thirty (30) days from the invoice date. Client agrees to pay a finance charge of one and one-half percent (1 1/2%) per month, but not exceeding a maximum rate allowed by law, on past due accounts.

### SECTION 8: Ownership of Documents

All reports, boring logs, field data, field notes, laboratory test data, calculations, estimates, and other documents prepared by CTS as instruments of service, shall remain the property of CTS, unless there are other contractual agreements.

### SECTION 9: Confidentiality

CTS shall hold confidential all businesses or technical information obtained from the client or his affiliates or generated in the performance of services under this agreement and identified in writing by the client as "confidential". CTS shall not disclose such information without the client's consent except to the extent required for: 1) Performance of services under this agreement; 2) Compliance with professional standards of conduct for preservation of public safety, health, and welfare; 3) Compliance with any court order or other governmental directive;

and/or 4) Protection of CTS against claims or liabilities arising from performance or services under this agreement. CTS obligations hereunder shall not apply to information in the public domain or lawfully acquired on a non-confidential basis from others.

### SECTION 10: Standard of Care

Services performed by CTS under this Agreement will be conducted in the manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other warranty, express or implied, is made or intended by the proposal for consulting services or by furnishing oral or written reports of the findings made.

The client recognizes that the sub-surface conditions may vary from those encountered at the location where borings, surveys or explorations are made by CTS and that the data, interpretations and recommendations of CTS are based solely upon the data available to CTS. CTS will be responsible for those data, interpretations, and recommendations, but shall not be responsible for the interpretation by others of the information developed.

### SECTION 11: Subpoenas

The client is responsible, after notification, for payment of time charges and expenses resulting from our required response to subpoenas issued by any party in conjunction with our work. Charges are based on fee schedules in effect at the time the subpoena is served.

### SECTION 12: Limitation of Liability

The client agrees to limit CTS's liability to the owner and all construction contractors and subcontractors on the project arising from CTS's professional acts, errors, or omissions, such that the total aggregate liability of CTS to all those named shall not exceed \$50,000 or CTS's total fee for the services rendered on this project, whichever is more. The owner further agrees to require of the contractor and his subcontractors an identical limitation of CTS's liability for damages suffered by the contractor or subcontractor arising from CTS's professional acts, errors, or omissions. Neither the contractor nor any of his subcontractors assumes any liability for damages to others which may arise on account of CTS's professional acts, errors or omissions.

### SECTION 13: Insurance and Indemnity

CTS represents that it and its staff are protected by worker's compensation insurance and that CTS has such coverage under public liability and property damage insurance policies which CTS deems to be adequate. It is the policy of CTS to require certificates of insurance from all consultants or subcontractors employed by CTS. Certificates for all such policies of insurance will be provided to client upon request in writing. Within the limits and conditions of such insurance, CTS agrees to indemnify and save client harmless from and against any loss, damage, injury or liability arising from any negligent acts of CTS or its employees. CTS shall not be responsible for any loss, damage or liability beyond the amounts, limits and conditions of such insurance. CTS shall not be responsible for any loss, damage or liability arising from any acts by a client, its agents, staff or other consultants employed by others.

CTS's compensation hereunder is not commensurate with the potential risk of injury or loss that may be caused by exposures to pollution, hazardous waste or toxic or other dangerous substances or conditions. Accordingly, except as expressly provided in this contract, the client waives any claim against CTS and agrees to indemnify and save CTS, its agents, and its employees harmless from any claim, liability or defense cost for injury or loss sustained by any party from such exposures allegedly arising out of or related to CTS's performance of services hereunder.

### SECTION 14: Termination

This Agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof. Such termination shall not be effective if that substantial failure has been remedied before expiration of the period specified in the written notice. In the event of termination, CTS shall be paid for services performed to the termination notice date plus reasonable termination expenses. Expenses or termination or suspension shall include all direct costs of CTS required to complete analysis and records necessary to complete its files and may also include a report on the services performed to the date of notice of termination or suspension.

### SECTION 15: Precedence

These Standards, Terms and Conditions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document regarding CTS's services.



**Geotechnical Engineering  
& Construction Testing**

SIoux CITY, IA • 712-252-5132  
STORM LAKE, IA • 712-213-8378

Subject: RE: RE: Dorothy Pecaut Nature Center Floor  
Date: 5/24/2023 5:04 PM  
From: "Matthew Dailey" <mdailey@ctsgeo.com>  
To: "Kenny Schmitz" <kschmitz@woodburycountyiowa.gov>  
Cc: "Daniel Heissel" <dheissel@woodburyparks.org>

Kenny,

I have completed the analysis of the floor survey conducted last week and determined what areas have experienced the most differential movement, which most are where I expected but one was not expected (in Dan's office). There is up to 3.4" of differential movement in the upper classroom/storage level and up to 2.6" of differential movement in the lower office portion. We would propose 3 hand auger borings in the upper level and 3 hand auger borings in the lower level to depths ranging from 15 feet to 20 feet. The cost to perform the hand augers and provide the report that provides our evaluation on the cause and potential remediation methods would be \$4,525.00. I will work up a formal proposal. I would like to either set up a Teams meeting or have a site meeting with the group to discuss my findings and my proposed field investigation. Let me know what works for each of you. I would bring whomever else in on the meeting that should be included, such as Terry, Corey and whomever else you feel should be involved.

Thanks,

**Matthew R. Dailey, P.E.**

Geotechnical Department Manager

**Certified Testing Services, Inc.**

PO Box 1193 | 419 W. 6th Street | Sioux City, Iowa 51102

Office: (712)252-5132 | Direct: (712)226-1551 | Mobile: (712)203-0053



**From:** Kenny Schmitz <kschmitz@woodburycountyiowa.gov>  
**Sent:** Tuesday, May 23, 2023 8:53 AM  
**To:** Matthew Dailey <mdailey@ctsgeo.com>  
**Cc:** Daniel Heissel <dheissel@woodburyparks.org>  
**Subject:** RE: RE: Dorothy Pecaut Nature Center Floor

Hi Matt,

It sounds as though the floor survey/ floor slabs field work is complete so we now need to do the second phase (floor borings) I assume.

Have you determined a cost for those yet?

Thanks'

Subject: RE: Dorothy Pecaut Nature Center Floor  
Date: 5/31/2023 5:12 PM  
From: "Matthew Dailey" <mdailey@ctsgeo.com>  
To: "Kenny Schmitz" <kschmitz@woodburycountyiowa.gov>

Kenny,

The cost to add one additional boring in the mechanical room area would bring the total to \$5,200.

Thanks,

**Matthew R. Dailey, P.E.**

Geotechnical Department Manager

**Certified Testing Services, Inc.**

PO Box 1193 | 419 W. 6th Street | Sioux City, Iowa 51102

Office: (712)252-5132 | Direct: (712)226-1551 | Mobile: (712)203-0053



**From:** Kenny Schmitz <kschmitz@woodburycountyiowa.gov>  
**Sent:** Tuesday, May 30, 2023 10:32 AM  
**To:** Matthew Dailey <mdailey@ctsgeo.com>; Corey Erickson <CErickson@rakerrhodes.com>; Daniel Heissel <dheissel@woodburyparks.org>; Terry Glade <glade.t@cmbaarchitects.com>; Brian Stehr <bstehr@woodburyparks.org>  
**Subject:** RE: Dorothy Pecaut Nature Center Floor

Matt please send our teams meeting invitation for 4:00 pm tomorrow.  
Thanks

*Kenny Schmitz*

Director | Building Services

401 8<sup>th</sup> Street

Sioux City, Iowa 51101

712.279.6539

[kschmitz@woodburycountyiowa.gov](mailto:kschmitz@woodburycountyiowa.gov)

*Recording Professional Services to Woodbury County since 1987*

**From:** Matthew Dailey <mdailey@ctsgeo.com>  
**Sent:** Tuesday, May 30, 2023 9:15 AM  
**To:** Kenny Schmitz <kschmitz@woodburycountyiowa.gov>; Corey Erickson <CErickson@rakerrhodes.com>; Daniel Heissel <dheissel@woodburyparks.org>; Terry Glade <glade.t@cmbaarchitects.com>  
**Subject:** RE: Dorothy Pecaut Nature Center Floor

Subject: RE: Dorothy Pecaut Nature Center Floor  
Date: 5/31/2023 5:11 PM  
From: "Matthew Dailey" <mdailey@ctsgeo.com>  
To: "Kenny Schmitz" <kschmitz@woodburycountyiowa.gov>, "Corey Erickson" <CErickson@rakerrhodes.com>, "Daniel Heissel" <dheissel@woodburyparks.org>, "Terry Glade" <glade.t@cmbaarchitects.com>, "Brian Stehr" <bsteahr@woodburyparks.org>  
Cc: "Robert Smutzler" <RSmutzler@ctsgeo.com>, "Jed McInerney" <JMcInerney@ctsgeo.com>, "James Bertsch" <JBertsch@ctsgeo.com>

All,  
Attached is the floor survey results that were discussed in the Teams meeting. I will get out there tomorrow or Friday to get shots on that lower level mechanical room and will add those to the drawing. The pushpins should pop up photos that I took at the various locations of the issues that I witnessed.

Thanks,

**Matthew R. Dailey, P.E.**

Geotechnical Department Manager

**Certified Testing Services, Inc.**

PO Box 1193 | 419 W. 6th Street | Sioux City, Iowa 51102

Office: (712)252-5132 | Direct: (712)226-1551 | Mobile: (712)203-0053



**From:** Kenny Schmitz <kschmitz@woodburycountyiowa.gov>  
**Sent:** Tuesday, May 30, 2023 10:32 AM  
**To:** Matthew Dailey <mdailey@ctsgeo.com>; Corey Erickson <CErickson@rakerrhodes.com>; Daniel Heissel <dheissel@woodburyparks.org>; Terry Glade <glade.t@cmbaarchitects.com>; Brian Stehr <bsteahr@woodburyparks.org>  
**Subject:** RE: Dorothy Pecaut Nature Center Floor

Matt please send our teams meeting invitation for 4:00 pm tomorrow.  
Thanks

*Kenny Schmitz*

Director | Building Services

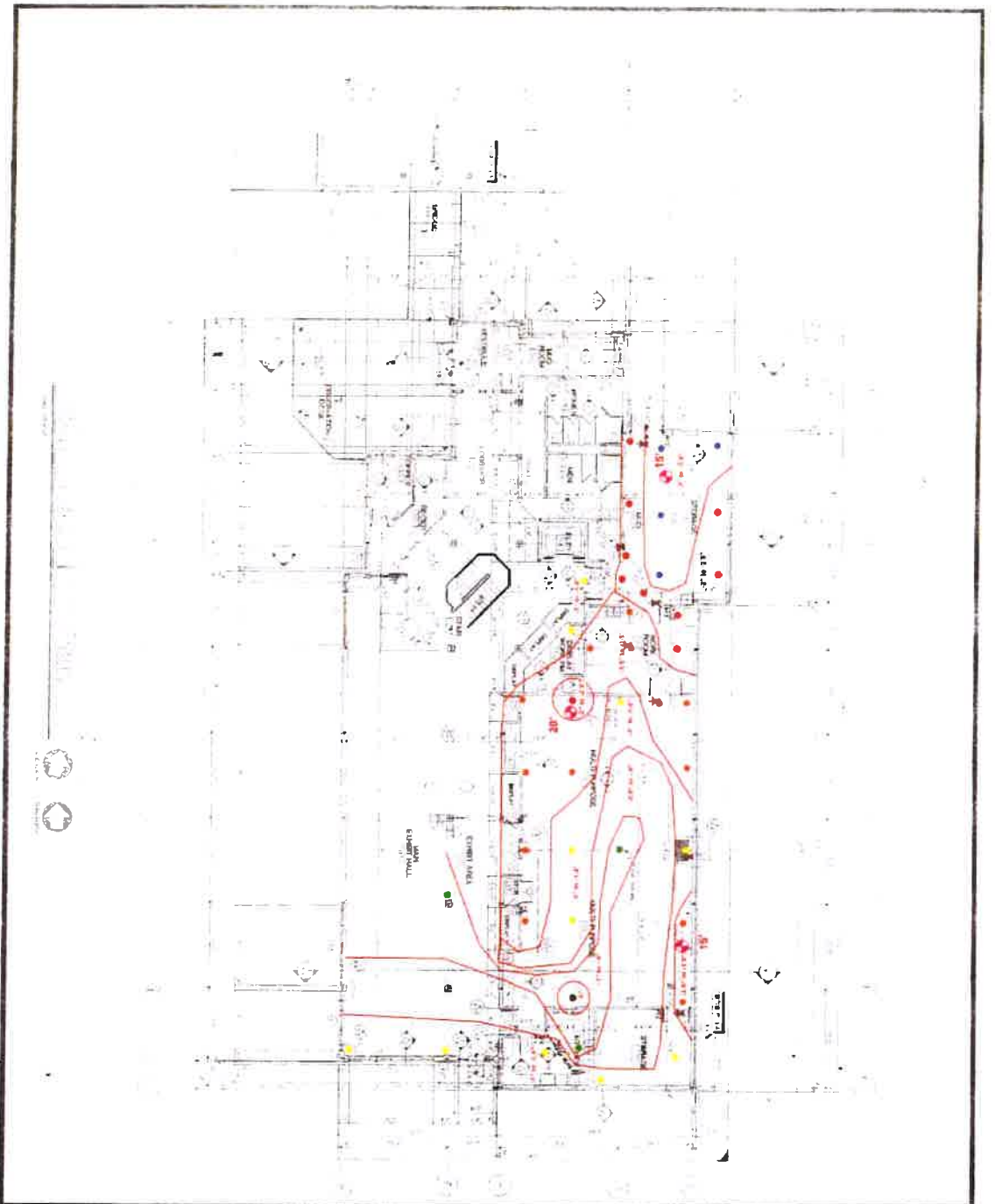
401 8<sup>th</sup> Street

Sioux City, Iowa 51101

712.279.6539

[kschmitz@woodburycountyiowa.gov](mailto:kschmitz@woodburycountyiowa.gov)

*Providing Professional Services to Woodbury County since 1988*



MATERIAL KEYING LEGEND

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GENERAL NOTES

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF CHICAGO SPECIFICATIONS FOR CONSTRUCTION.

2. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF CHICAGO SPECIFICATIONS FOR CONSTRUCTION.

3. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF CHICAGO SPECIFICATIONS FOR CONSTRUCTION.

ALL WORK AS PER PLAN  
ANY CHANGES MARKED IN RED  
DATE REVISIONS IN RED

31

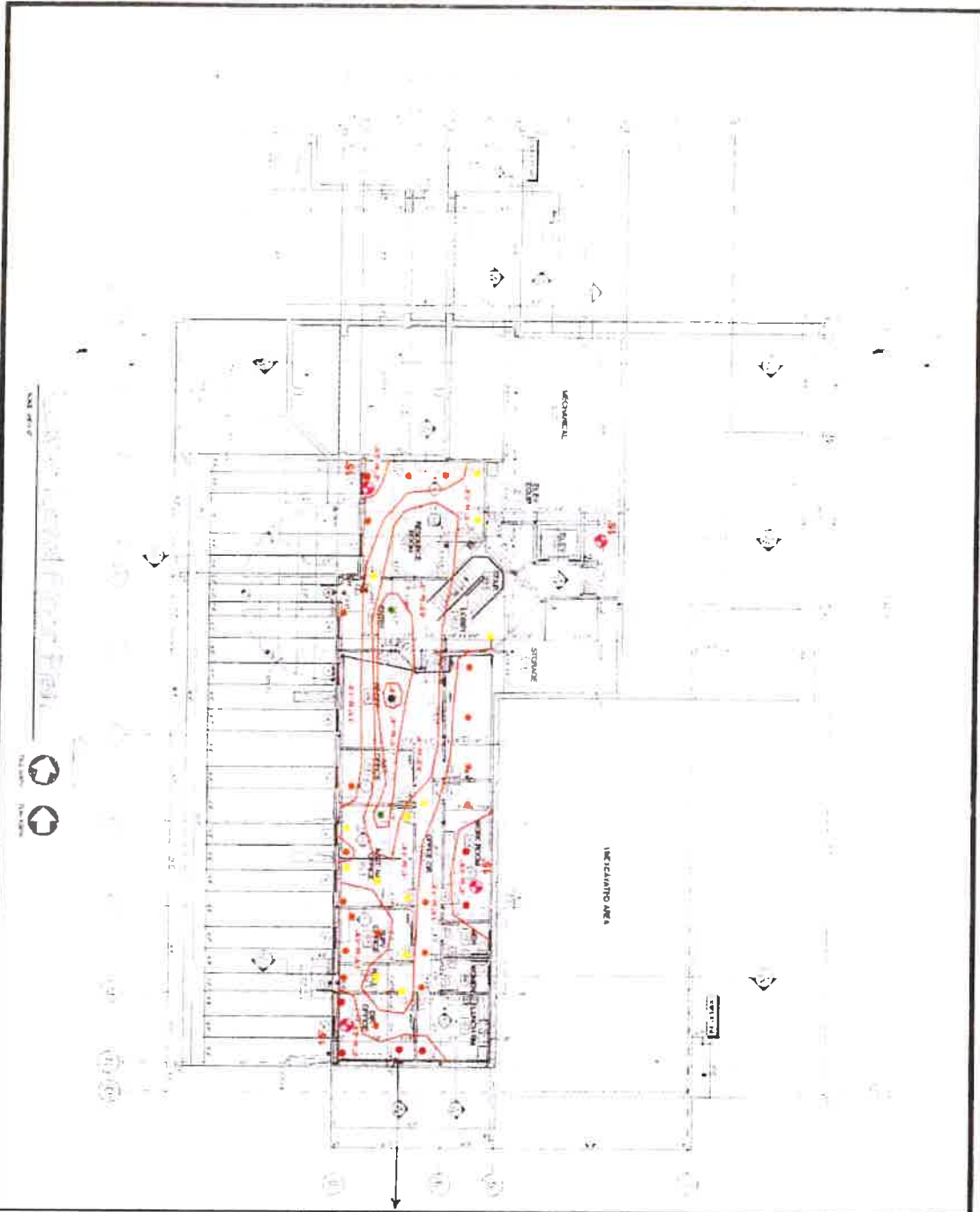


DUFFY RUBLE MAMURA BRYGGER  
ARCHITECTS

1000 North Dearborn Street  
Chicago, IL 60610



31



**MATERIAL STAGING LEGEND**

- 1/2" Dia. Red Dot
- 1/2" Dia. Yellow Dot
- 1/2" Dia. Green Dot
- 1/2" Dia. Blue Dot
- 1/2" Dia. Purple Dot
- 1/2" Dia. Orange Dot
- 1/2" Dia. Pink Dot
- 1/2" Dia. Grey Dot
- 1/2" Dia. White Dot

**GENERAL NOTES**

1. All work shall be in accordance with the contract documents.  
 2. All work shall be completed by the date specified in the contract documents.  
 3. All work shall be done in a safe and sound manner.  
 4. All work shall be done in accordance with the applicable codes and regulations.  
 5. All work shall be done in accordance with the applicable industry standards.

ALL WORK AS PER PLAN  
 ANY CHANGES MARKED IN RED  
 DATE: 10/15/2020



## Kenny Schmitz

---

**From:** Matthew Dailey <mdailey@ctsgeo.com>  
**Sent:** Wednesday, June 21, 2023 10:10 AM  
**To:** Kenny Schmitz; Terry Glade  
**Cc:** Corey Erickson (CErickson@rakerrhodes.com); Brian Stehr; Daniel Heissel  
**Subject:** RE: Dorothy Pecaut Plans  
**Attachments:** B5.3gp; 92057 Nature Center as-builts (Floor Survey Results).pdf

**CAUTION:** This email originated from **OUTSIDE** of the organization. Please verify the sender and use caution if the message contains any attachments, links, or requests for information as this person may NOT be who they claim. **If you are asked for your username and password, please call WCICC and DO NOT ENTER any data.**

Just to keep everyone in the loop, our crew is finishing up the last boring today. We did encounter voids below the floor slabs on the north side of the upstairs multipurpose room (B6) and just today in the upstairs storage room (B5). The voids were approximately 4 inches directly below the slab. Videos are attached of the voids. We did not encounter any other voids.

B5: Attached to this email

B6: [https://ctsgeo-my.sharepoint.com/:v:/p/mdailey/EcaCzXI\\_6rIAvskWtOTTeAQBziGscXaNh\\_F8XHrEEEZXGA?e=VcrOeA](https://ctsgeo-my.sharepoint.com/:v:/p/mdailey/EcaCzXI_6rIAvskWtOTTeAQBziGscXaNh_F8XHrEEEZXGA?e=VcrOeA)

Thanks,

**Matthew R. Dailey, P.E.**

Geotechnical Department Manager

**Certified Testing Services, Inc.**

[PO Box 1193 | 419 W. 6th Street | Sioux City, Iowa 51102](#)

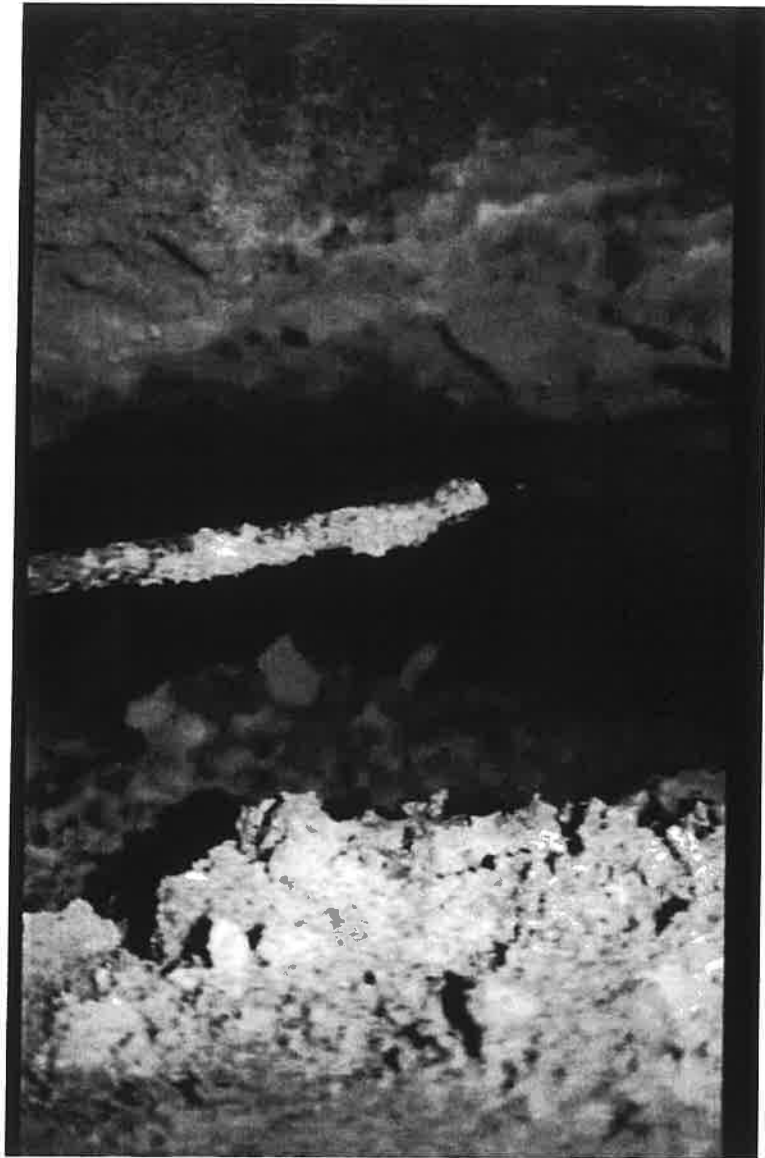
Office: (712)252-5132 | Direct: (712)226-1551 | Mobile: (712)203-0053



**From:** Matthew Dailey <mdailey@ctsgeo.com>  
**Sent:** Tuesday, June 20, 2023 7:56 PM  
**To:** Kenny Schmitz <kschmitz@woodburycountyiowa.gov>; Terry Glade <glade.t@cmbaarchitects.com>  
**Cc:** Corey Erickson (CErickson@rakerrhodes.com) <cerickson@rakerrhodes.com>; Brian Stehr <bstehr@woodburyparks.org>; Daniel Heissel <dheissel@woodburyparks.org>  
**Subject:** Re: Dorothy Pecaut Plans

Kenny, Just an update that we have one boring remaining in the upper level utility room tomorrow. We are running lab testing and I plan to have more information available in the next 2-3 days.

Sent from my Verizon, Samsung Galaxy smartphone  
Get [Outlook for Android](#)









# **Certified Testing Services, Inc.**

## **GEOTECHNICAL ENGINEERING REPORT**

---

**Building Distress  
Dorothy Pecaut Nature Center  
Woodbury County, Iowa**

**Prepared For:  
Woodbury County**

**CTS Project No. G7037**



I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Iowa.

Signature: *Matthew R. Dailey* 6-28-2023

Name: Matthew R. Dailey, P.E. (date)

License Number: 19700

My license renewal date is December 31, 2023.

Pages or sheets covered by this seal:

This bound report contains 23 pages, including this page.  
CTS File Number G7037



**Certified Testing Services, Inc.**

419 W. 6th Street • P.O. Box 1193 • Sioux City, Iowa 51102 • Phone (712) 252-5132

June 28, 2023

Kenny Schmitz  
Building Services Director  
Woodbury County  
401 8<sup>th</sup> Street  
Sioux City, Iowa 51101


Re: Geotechnical Engineering Report  
Building Distress  
Dorothy Pecaut Nature Center  
Woodbury County, Iowa  
CTS Job No. G7037

Dear Mr. Schmitz:

Certified Testing Services, Inc. is pleased to transmit our Geotechnical Engineering Report for the referenced project. This report includes the results of field and laboratory testing, opinions concerning the project, and recommendations for remediation of the building distress.

We appreciate the opportunity to perform this Geotechnical Study. If you have any questions pertaining to this report or if we may be of further service, please contact our office.

Respectfully submitted,  
CERTIFIED TESTING SERVICES, INC.

  
James A. Bertsch, P.E. IA 12121  
Senior Geotechnical Engineer

  
Matthew R. Dailey, P.E. IA 19700  
Geotechnical Department Manager

JAB/MRD/jb

**GEOTECHNICAL ENGINEERING REPORT**

**BUILDING DISTRESS  
DOROTHY PECAUT NATURE CENTER  
WOODBURY COUNTY, IOWA**

**CTS PROJECT NO. G7037**

**PREPARED FOR**

**KENNY SCHMITZ  
BUILDING SERVICES DIRECTOR  
WOODBURY COUNTY  
401 8<sup>TH</sup> STREET  
SIOUX CITY, IOWA 51101**

**JUNE 28, 2023**



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## PROJECT INFORMATION

### **Project Authorization**

Certified Testing Services, Inc. has completed a subsurface exploration for the above referenced project. Mr. Kenny Schmitz, Building Services Director for Woodbury County, authorized our work by signing our proposal on May 10, 2023. This work was performed in general accordance with CTS Proposal Number 6398 dated May 9, 2023.

### **Project Description**

Mr. Robert Smutzler of CTS met with Mr. Terry Glade, AIA of CMBA Architects, Mr. Kenny Schmitz of Woodbury County, Mr. Dan Heissel and Mr. Brian Stehr of the Woodbury County Conservation Board, Mr. Corey Erickson of Raker Rhodes, and Ms. Holly Mathiesen of Concrete Raising Service at the site on April 28, 2023. Mr. Matthew Dailey, P.E., and Mr. Robert Smutzler of CTS met with Mr. Dan Heissel at the site on May 5, 2023, for a follow up visit. Mr. Glade provided a link to the as-built plans for the site in an email on April 28, 2023. CTS understands that settlement has occurred in the floor slab along the west wall in the lower level of the two-story portion of the building, along the east wall in the main level single-story portion of the building and the retaining walls are leaning away from the slope on the south side of the building. It is also understood that there is some cracking of the drywall, doorways in the distressed areas are experiencing movement, and a built-in shelf has fallen due to the movement. CTS did not observe cracking of the exterior walls during the exterior inspection of the building. Mr. Heissel indicated that the exterior stoops on the west side of the building have been replaced due to the doors contacting the concrete while opening.

The geotechnical recommendations presented in this report are based on the available project information and the subsurface materials described in this report. If the noted information is incorrect, please inform CTS in writing so that we may amend the recommendations presented in this report if appropriate. CTS will not be responsible for the implementation of its recommendations when it is not notified of changes in the project.

### **Purpose and Scope of Services**

The purpose of this work was to determine the cause of the movement and present possible recommendations for remedial action. Our scope work consisted of performing a floor survey of the distressed areas and performing seven hand auger soil test borings to depths ranging from 15 feet to 20 feet below the existing surface in the upper and lower levels. The scope of work was modified due to auger refusal being encountered at Boring Locations B6 and B7 at depths ranging from 12.7 feet and 8.5 feet, respectively. The scope of work also included select laboratory testing, and preparation of this geotechnical report. This report briefly outlines the testing procedures, presents available project information, describes the site and subsurface conditions, presents floor surveys, provides an opinion on the cause of the distress, and presents groundwater information. The scope of services did not include an environmental assessment of the site.

## SITE AND SUBSURFACE CONDITIONS

### Site Location and Description

The site is the existing Dorothy Pecaut Nature Center building in Woodbury County, Iowa. At the time of drilling, the surface of the boring locations consisted of floor slabs that varied in thickness from 4 inches and 5 inches.

### Subsurface Conditions

After the floor slab survey was completed, CTS explored the site subsurface conditions with seven soil test borings sampled to depths ranging from 8.5 feet to 15 feet below the existing ground surface. The boring locations and depth were chosen by CTS after discussions with Mr. Schmitz. CTS personnel located the borings using a measuring wheel and measuring from known reference points. The locations of the borings are indicated on the "Floor Survey Plans" included in the Appendix.

The borings were advanced utilizing hand auger drilling methods after the floor slabs were cored. Soil samples were routinely obtained during the drilling process. Select soil samples were later tested in the laboratory to determine materials properties for our evaluation. Soil sampling and the laboratory testing were accomplished generally in accordance with ASTM procedures. The boring locations were patched with concrete after completing our work.

The subsurface conditions generally consisted of poorly graded sand fill, lean clay with sand fill, and lean clay weathered shale. It should be noted that 4-inch to 5-inch voids were encountered below the floor slab in Borings B5 and B6. The materials encountered in the borings are described in more detail in the following table:

<b>Material</b>	<b>Moisture Content (%)</b>	<b>Dry Density (PCF)</b>	<b>Saturation (%)</b>	<b>Hand Penetrometer (TSF)</b>	<b>Cone Penetrometer Test (BP 1½" )</b>
Poorly Graded Sand Fill	19	107	92	-	4
Lean Clay with Sand Fill	14-25	93-112	55-99	0.5-4.5	4-25
Lean Clay Weathered Shale	16-31	91-103	55-99	1.75-4.5	6-25

The boring logs included in the Appendix should be reviewed for specific information at individual boring locations. The boring logs include soil/rock descriptions, stratifications, penetration resistances, and locations of the samples and laboratory test data. The stratifications shown on the boring logs represent the conditions only at the actual boring locations. Variations may occur and should be expected at locations other than the locations drilled. The stratifications represent the approximate boundary between subsurface materials and the actual transition may be gradual. Water level information obtained during field

operations is also shown on the boring logs. Samples that were not altered by laboratory testing will be retained for 30 days from the date of this report and then will be discarded.

### **Water Level Measurements**

Free water was not encountered in the borings at the time of drilling. It should also be noted that with the relatively impervious material encountered in the borings that a long monitoring time would be required to determine the static water level, which was beyond our scope of work. The water level measurements presented in this report are the levels that were measured at the time of our field activities and should be expected to fluctuate with climatic conditions.

## **EVALUATIONS AND RECOMMENDATIONS**

### **Geotechnical Discussion and Recommendations**

Based on the floor slab survey information, it is our opinion that the exterior building walls and the interior basement walls have undergone between 1-inch and 2 inches of settlement. It is CTS's opinion that the movement is being caused by poorly compacted fill material and possibly the consolidation of the weather shale. The existing fill material has moisture contents that range from 14 percent to 25 percent, dry densities that varied from 93 PCF to 112 PCF, and cone penetrometer test results that varied from 4 blows per 1¼ inches to 25 blows per 1¼ inches, which indicate that the fill material was not placed in a consistent manner and consolidation is occurring in the fill material. It is our further opinion that the weathered shale is contributing to the movement in that the weathered shale is highly susceptible to deterioration due to increases in moisture content. The weathered shale has moisture contents that range from 16 percent to 31 percent, which would indicate that the shale in the area of Borings B1, B2, and B4 have undergone large increases in moisture content versus the weathered shale in Borings B3 and B5.

It should also be noted that the voids encountered below the floor slabs in Borings B5 and B6 are due to the fill consolidating under the floor slab where the floor slab is supported on the foundation walls. It is CTS's opinion that additional voids will be encountered under the floor slabs next to the foundation walls where the floor slabs are supported on the foundation walls. According to the original drawings that were provided, the only area where the floor slabs are not supported on the foundations is along the east wall where there are frost depth foundations.

It is CTS's recommendation that the floor slabs not be pressure grouted to level the floors in that most of the floor slabs are supported on the foundations and raising the floor slabs could cause additional damage to existing walls. CTS would recommend that the voids be filled with grout or foam so that additional cracking of the floor slabs do not occur near the foundation walls. CTS also recommends that settlement points be established to determine if settlement continues to occur. The settlement points should be setup by a surveyor and a benchmark be established outside of the influence of the building area. The surveyor should monitor the settlement points every three months for not less than a year. If additional settlement is observed in the walls, the walls would need to be supported on helical piles.

### **REPORT LIMITATIONS**

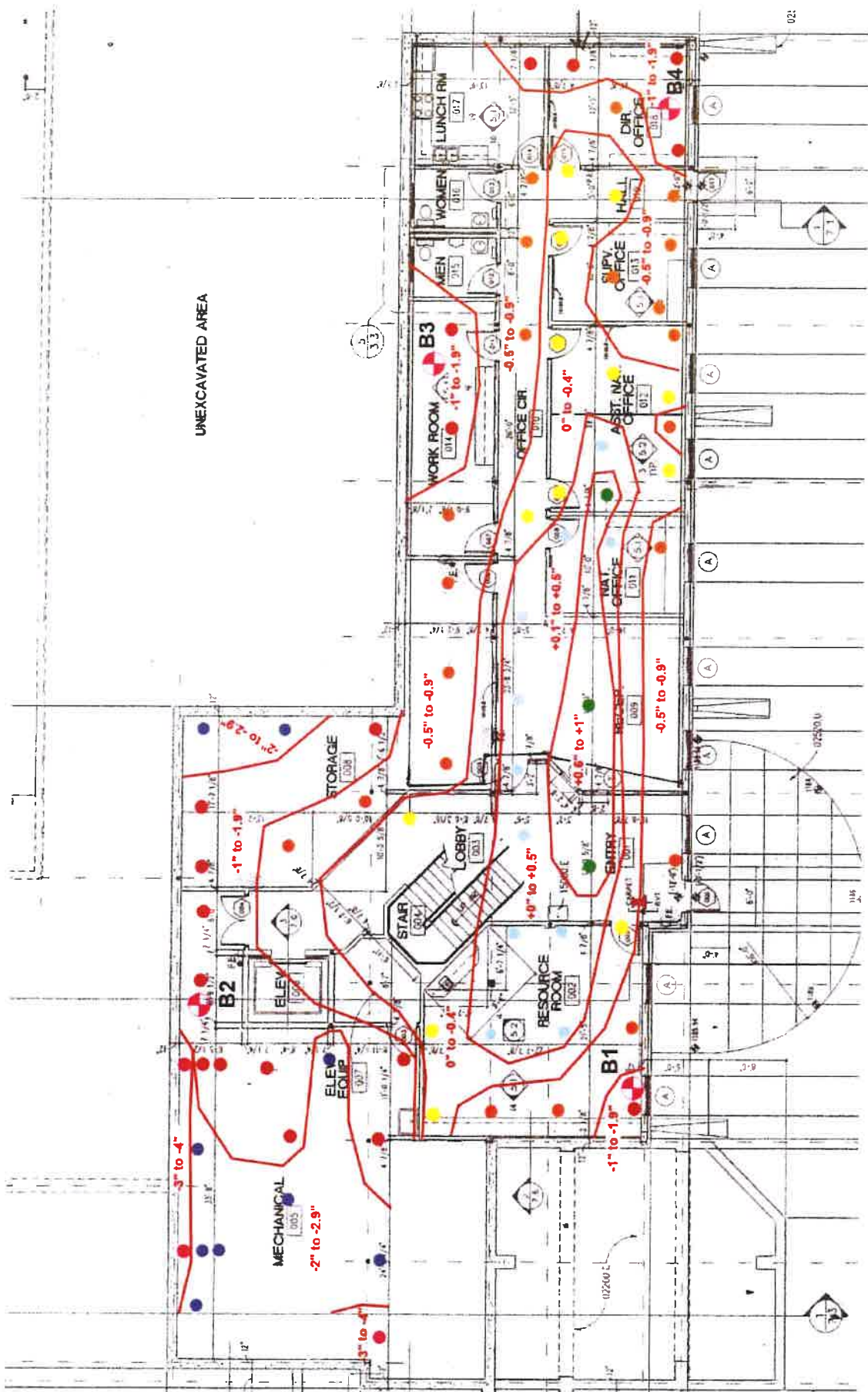
The recommendations submitted are based on the available subsurface information obtained by CTS and information furnished by Mr. Terry Glade, AIA of CMBA Architects, Mr. Kenny Schmitz of Woodbury County, Mr. Dan Heissel and Mr. Brian Stehr of the Woodbury County Conservation Board, and Mr. Corey Erickson of Raker Rhodes. If deviations from the subsurface conditions noted in this report are encountered during the corrective action, CTS should be notified immediately to determine if changes in the recommendations are required. If CTS is not retained to perform these functions, CTS will not be responsible for the impact of those conditions on the project.

The geotechnical engineer warrants that the findings, recommendations, specifications, or professional advice contained herein have been made in accordance with generally accepted professional geotechnical engineering practices in the local area. No other warranties are implied or expressed.

After the plans and specifications for the remedial action are complete, the geotechnical engineer should be retained and provided the opportunity to review the final plans and specifications to check that our engineering recommendations have been properly incorporated into the design documents. At that time, it may be necessary to submit supplementary recommendations. This report has been prepared for the exclusive use of Woodbury County and their consultants for the specific application to the Dorothy Pecaut Nature Center Building Distress in Woodbury County, Iowa.

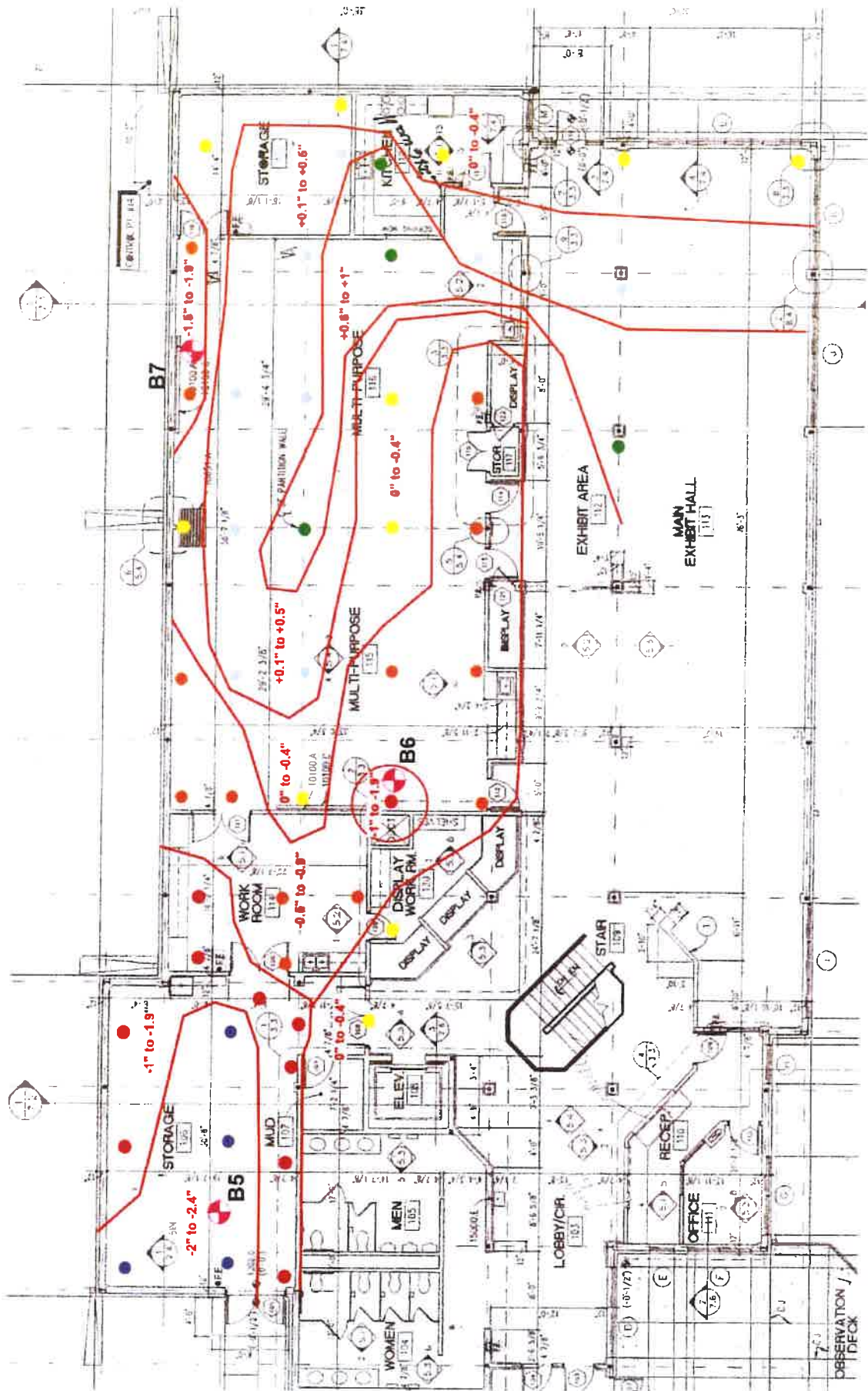
## **APPENDIX**

**FLOOR SURVEY PLANS**



UNEAVATED AREA





**BORING LOGS**



# LOG OF EXPLORATORY BORING

Job Number: **G7037**  
 Project: **Dorothy Pecaut Building Distress**  
 Date Started: **6/13/23**  
 Date Completed: **6/16/23**

Boring No.: **B-1**  
 Boring Location: **Woodbury County, IA**  
 Drill Type: **Hand Auger**  
 Ground Elev.: \_\_\_\_\_

Depth in Feet	Graphic Log	Sample Type	<input type="checkbox"/> Shelby Tube <input type="checkbox"/> Modified California	<input type="checkbox"/> Standard Split Spoon <input type="checkbox"/> Grab Sample	<input type="checkbox"/> Water Level ATD <input type="checkbox"/> Water Level @ 4-Days	USCS	Blow Counts SPT (N) Blows/Foot	Moisture Content, %	Dry Density (PCF)	% Saturation	Hand Penetrometer (TSF)	Unconfined Comp. Strength (TSF)	Liquid Limit %	Plastic Limit %	Plasticity Index %	Cone Penetrometer (Blows/ 1-3/4")
			SOIL DESCRIPTION													

5	10	15	4-Inch Concrete Layer FILL, Poorly Graded Sand, Yellow Brown, Moist (Clay Lense)					19	107	92						4
			FILL, Lean Clay with sand, Yellow Brown and Medium Gray, Moist (Brownish Gray, Very Moist)					25	99	99	1.00					
			FILL, Lean Clay with sand, Yellow Brown and Medium Gray, Moist (Brownish Gray, Very Moist)					23	103	99	0.50					
			FILL, Lean Clay with sand, Yellow Brown and Medium Gray, Moist (Brownish Gray, Very Moist)					23	99	90	2.00					13
			FILL, Lean Clay with sand, Yellow Brown and Medium Gray, Moist (Brownish Gray, Very Moist)					22	96	79	2.00					11
			LEAN CLAY, Yellowish Gray, Very Moist, Oxidized, Weathered Shale			CL		27	96	99	2.75					
			LEAN CLAY, Yellowish Gray, Very Moist, Oxidized, Weathered Shale					27	97	99	2.00					11
			END OF BORING AT 15 FEET FREE WATER WAS NOT ENCOUNTERED AT TIME OF DRILLING													

LOG OF BORING G7037.GPJ, CERTIFIED TESTING.GDT 6/27/23



# LOG OF EXPLORATORY BORING

Sheet 1 of 1

Job Number: **G7037**  
 Project: **Dorothy Pecaut Building Distress**  
 Date Started: **6/16/23**  
 Date Completed: **6/16/23**

Boring No.: **B-2**  
 Boring Location: **Woodbury County, IA**  
 Drill Type: **Hand Auger**  
 Ground Elev.:

Depth in Feet	Graphic Log	Sample Type	SOIL DESCRIPTION			USCS	Blow Counts SPT (N) Blows/Foot	Moisture Content, %	Dry Density (PCF)	% Saturation	Hand Penetrometer (TSF)	Unconfined Comp. Strength (TSF)	Liquid Limit %	Plastic Limit %	Plasticity Index %	Cone Penetrometer (Blows/ 1-3/4")	
			<div style="display: flex; justify-content: space-around; font-size: small;"> <div style="text-align: left;"> <span style="display: inline-block; width: 10px; height: 10px; background-color: black; margin-right: 5px;"></span> Shelby Tube  <span style="display: inline-block; width: 10px; height: 10px; border: 1px solid black; margin-right: 5px;"></span> Modified California         </div> <div style="text-align: left;"> <span style="display: inline-block; width: 10px; height: 10px; border: 1px solid black; margin-right: 5px;"></span> Standard Split Spoon  <span style="display: inline-block; width: 10px; height: 10px; border: 1px solid black; margin-right: 5px;"></span> Grab Sample         </div> <div style="text-align: left;"> <span style="display: inline-block; width: 10px; height: 10px; border-bottom: 1px solid black; margin-right: 5px;"></span> Water Level ATD  <span style="display: inline-block; width: 10px; height: 10px; border-bottom: 1px solid black; margin-right: 5px;"></span> Water Level @ 4-Days         </div> </div>														
			5-Inch Concrete Layer														
			FILL, Poorly Graded Sand, Yellow Brown, Moist				22	98	86	3.25						7	
			FILL, Lean Clay with Sand, Brownish Gray, Moist to Very Moist				22	102	94	3.00						6	
5							24	95	85	4.50						12	
			LEAN CLAY, Gray Brown, Moist to Very Moist, Oxidized, Weathered Shale	CL			22	96	82	3.75						16	
10							27	92	89	2.50						21	
			(Medium Gray and Yellow Brown)				26	93	89	3.50						18	
15							27	94	95	3.00						14	
			END OF BORING AT 15 FEET FREE WATER WAS NOT ENCOUNTERED AT TIME OF DRILLING														

LOG OF BORING G7037.GPJ CERTIFIED TESTING.GDT 6/27/23



# LOG OF EXPLORATORY BORING

Sheet 1 of 1

Job Number: **G7037**  
 Project: **Dorothy Pecaut Building Distress**  
 Date Started: **6/13/23**  
 Date Completed: **6/13/23**

Boring No.: **B-3**  
 Boring Location: **Woodbury County, IA**  
 Drill Type: **Hand Auger**  
 Ground Elev.:

Depth in Feet	Graphic Log	Sample Type	SOIL DESCRIPTION			USCS	Blow Counts SPT (N) Blows/Foot	Moisture Content, %	Dry Density (PCF)	% Saturation	Hand Penetrometer (TSF)	Unconfined Comp. Strength (TSF)	Liquid Limit %	Plastic Limit %	Plasticity Index %	Cone Penetrometer (Blows/ 1-3/4")
			4.5-Inch Concrete Layer													
			4.5-Inch Sand Layer													
			FILL, Lean Clay with Sand, Yellow Brown and Medium Gray, Very Moist				25	99	96	3.50						17
			(Brownish Gray)				21	106	99	4.00						10
5							23	103	99	4.25						12
							25	98	97	4.50						25
			LEAN CLAY, Yellowish Gray, Very Moist to Moist, Oxidized, Weathered Shale		CL											
			(Dark Gray and Yellow Brown)				16	94	55	4.50						25
10							18	101	76	4.50						25
			(with Silt Lenses, Dark Gray and Medium Gray)				21	102	90	4.50						20
15			END OF BORING AT 15 FEET FREE WATER WAS NOT ENCOUNTERED AT TIME OF DRILLING													



# LOG OF EXPLORATORY BORING

Job Number: **G7037**  
 Project: **Dorothy Pecaut Building Distress**  
 Date Started: **6/13/23**  
 Date Completed: **6/13/23**

Boring No.: **B-4**  
 Boring Location: **Woodbury County, IA**  
 Drill Type: **Hand Auger**  
 Ground Elev.:

Depth in Feet	Graphic Log	Sample Type	SOIL DESCRIPTION			USCS	Blow Counts SPT (N) Blows/Foot	Moisture Content, %	Dry Density (PCF)	% Saturation	Hand Penetrometer (TSF)	Unconfined Comp. Strength (TSF)	Liquid Limit %	Plastic Limit %	Plasticity Index %	Cone Penetrometer (Blows/1-3/4")
			4.6-Inch Concrete Layer													
			FILL, Poorly Graded Sand, Yellow Brown, Moist (Vapor Barrier at Bottom of Sand)					26	98	99	0.75					4
			FILL, Lean Clay with Sand, Yellow Brown and Medium Gray, Very Moist (Brownish Gray, Very Moist) (Gray Brown)					24	100	96	1.00					7
5			(Brownish Gray)					24	101	99	2.50					11
			LEAN CLAY, Yellowish Gray, Moist, Weathered Shale			CL		26	94	92	4.50					13
10			(Gray and Yellow Brown, Oxidized)					31	91	99	2.00					11
			(Fat Clay Lenses)					27	94	97	3.00					
			(Medium Gray)					24	100	98	4.50					25
15			END OF BORING AT 15 FEET FREE WATER WAS NOT ENCOUNTERED AT TIME OF DRILLING													



# LOG OF EXPLORATORY BORING

Sheet 1 of 1

Job Number: **G7037**  
 Project: **Dorothy Pecaut Building Distress**  
 Date Started: **6/21/23**  
 Date Completed: **6/21/23**

Boring No.: **B-5**  
 Boring Location: **Woodbury County, IA**  
 Drill Type: **Hand Auger**  
 Ground Elev.: \_\_\_\_\_

Depth in Feet	Graphic Log	Sample Type	Legend			USCS	Blow Counts SPT (N) Blows/Foot	Moisture Content, %	Dry Density (PCF)	% Saturation	Hand Penetrometer (TSF)	Unconfined Comp. Strength (TSF)	Liquid Limit %	Plastic Limit %	Plasticity Index %	Cone Penetrometer (Blows/ 1-3/4")
			Shelby Tube	Standard Split Spoon	Water Level ATD											
SOIL DESCRIPTION																
			5-Inch Concrete Layer													
			4-Inch Void Below Concrete													
			FILL, Poorly Graded Sand, Yellow Brown, Moist				15	110	79	4.50						11
			FILL, Lean Clay with Sand, Gray Brown, Moist				16	93	55	4.25						6
5							16	102	67	4.50						13
							16	101	67	4.50						15
10							15	108	76	4.50						25
			LEAN CLAY, Brownish Gray, Moist to Very Moist, Weathered Shale			CL	18	103	80	4.50						21
15			END OF BORING AT 15 FEET FREE WATER WAS NOT ENCOUNTERED AT TIME OF DRILLING				24	99	95	1.75						6

LOG OF BORING G7037.GPJ CERTIFIED TESTING GDT 6/27/23



# LOG OF EXPLORATORY BORING

Job Number: **G7037**  
 Project: **Dorothy Pecaut Building Distress**  
 Date Started: **6/19/23**  
 Date Completed: **6/19/23**

Boring No.: **B-6**  
 Boring Location: **Woodbury County, IA**  
 Drill Type: **Hand Auger**  
 Ground Elev.: \_\_\_\_\_

Depth in Feet	Graphic Log	Sample Type	SOIL DESCRIPTION			USCS	Blow Counts SPT (N) Blows/Foot	Moisture Content, %	Dry Density (PCF)	% Saturation	Hand Penetrometer (TSF)	Unconfined Comp. Strength (TSF)	Liquid Limit %	Plastic Limit %	Plasticity Index %	Cone Penetrometer (Blows/ 1-3/4')
			5-Inch Concrete Layer													
			5-Inch Void Below Concrete													
			FILL, Poorly Graded Sand, Yellow Brown, Moist				18	108	89	4.50						8
			FILL, Lean Clay with Sand, Yellow Brown and Medium Gray, Moist to Very Moist				14	100	57	3.75						11
5			(Gray Brown)				18	112	97	4.00						8
							20	93	69	1.50						4
10							21	102	89	2.00						6
							27	95	95	0.75						25
			END OF BORING AT 12.7 FEET DUE TO AUGER REFUSAL FREE WATER WAS NOT ENCOUNTERED AT TIME OF DRILLING													

LOGS OF BORING: G7037.GPJ, CERTIFIED TESTING GBT 6/27/23





# LOG OF EXPLORATORY BORING

Job Number: **G7037**  
 Project: **Dorothy Pecaut Building Distress**  
 Date Started: **6/19/23**  
 Date Completed: **6/19/23**

Boring No.: **B-7**  
 Boring Location: **Woodbury County, IA**  
 Drill Type: **Hand Auger**  
 Ground Elev.:

Depth in Feet	Graphic Log	Sample Type	<div style="display: flex; justify-content: space-between; font-size: 0.8em;"> <span> <input type="checkbox"/> Shelby Tube  <input type="checkbox"/> Modified California         </span> <span> <input type="checkbox"/> Standard Split Spoon  <input type="checkbox"/> Grab Sample         </span> <span> <input type="checkbox"/> Water Level ATD  <input type="checkbox"/> Water Level @ 4-Days         </span> </div>			USCS	Blow Counts SPT (N) Blows/Foot	Moisture Content, %	Dry Density (PCF)	% Saturation	Hand Penetrometer (TSF)	Unconfined Comp. Strength (TSF)	Liquid Limit %	Plastic Limit %	Plasticity Index %	Cone Penetrometer (Blows/ 1-3/4")
			SOIL DESCRIPTION													
						15	106	73	4.50						15	
5						16	110	81	4.50						25	
						15	96	56	4.50						25	
						21	98	81	4.50						25	
	LEAN CLAY, Yellowish Gray, Moist, Oxidized, Weathered Shale END OF BORING AT 8.5 FEET DUE TO AUGER REFUSAL FREE WATER WAS NOT ENCOUNTERED AT TIME OF DRILLING															

**SOIL CLASSIFICATION CHART AND GENERAL NOTES**

# SOIL CLASSIFICATION CHART

MAJOR DIVISIONS			SYMBOLS		TYPICAL DESCRIPTIONS	
			GRAPH	LETTER		
<b>COARSE GRAINED SOILS</b>  MORE THAN 50% OF MATERIAL IS LARGER THAN NO. 200 SIEVE SIZE	<b>GRAVEL AND GRAVELLY SOILS</b>  (LITTLE OR NO FINES)	CLEAN GRAVELS		<b>GW</b>	WELL-GRADED GRAVELS, GRAVEL - SAND MIXTURES, LITTLE OR NO FINES	
		(LITTLE OR NO FINES)		<b>GP</b>	POORLY-GRADED GRAVELS, GRAVEL - SAND MIXTURES, LITTLE OR NO FINES	
		GRAVELS WITH FINES		<b>GM</b>	SILTY GRAVELS, GRAVEL - SAND - SILT MIXTURES	
	MORE THAN 50% OF COARSE FRACTION RETAINED ON NO. 4 SIEVE	<b>GRAVELS WITH FINES</b>  (APPRECIABLE AMOUNT OF FINES)	(APPRECIABLE AMOUNT OF FINES)		<b>GC</b>	CLAYEY GRAVELS, GRAVEL - SAND - CLAY MIXTURES
			CLEAN SANDS		<b>SW</b>	WELL-GRADED SANDS, GRAVELLY SANDS, LITTLE OR NO FINES
			(LITTLE OR NO FINES)		<b>SP</b>	POORLY-GRADED SANDS, GRAVELLY SAND, LITTLE OR NO FINES
	MORE THAN 50% OF COARSE FRACTION PASSING ON NO. 4 SIEVE	<b>SANDS WITH FINES</b>  (APPRECIABLE AMOUNT OF FINES)	SANDS WITH FINES		<b>SM</b>	SILTY SANDS, SAND - SILT MIXTURES
			(APPRECIABLE AMOUNT OF FINES)		<b>SC</b>	CLAYEY SANDS, SAND - CLAY MIXTURES
			SANDS WITH FINES		<b>ML</b>	INORGANIC SILTS AND VERY FINE SANDS, ROCK FLOUR, SILTY OR CLAYEY FINE SANDS OR CLAYEY SILTS WITH SLIGHT PLASTICITY
	<b>FINE GRAINED SOILS</b>  MORE THAN 50% OF MATERIAL IS SMALLER THAN NO. 200 SIEVE SIZE	<b>SILTS AND CLAYS</b>  LIQUID LIMIT LESS THAN 50	(LITTLE OR NO FINES)		<b>CL</b>	INORGANIC CLAYS OF LOW TO MEDIUM PLASTICITY, GRAVELLY CLAYS, SANDY CLAYS, SILTY CLAYS, LEAN CLAYS
(APPRECIABLE AMOUNT OF FINES)				<b>OL</b>	ORGANIC SILTS AND ORGANIC SILTY CLAYS OF LOW PLASTICITY	
SANDS WITH FINES				<b>MH</b>	INORGANIC SILTS, MICACEOUS OR DIATOMACEOUS FINE SAND OR SILTY SOILS	
<b>SILTS AND CLAYS</b>  LIQUID LIMIT GREATER THAN 50		(APPRECIABLE AMOUNT OF FINES)	(APPRECIABLE AMOUNT OF FINES)		<b>CH</b>	INORGANIC CLAYS OF HIGH PLASTICITY
			(APPRECIABLE AMOUNT OF FINES)		<b>OH</b>	ORGANIC CLAYS OF MEDIUM TO HIGH PLASTICITY, ORGANIC SILTS
			(APPRECIABLE AMOUNT OF FINES)		<b>PT</b>	PEAT, HUMUS, SWAMP SOILS WITH HIGH ORGANIC CONTENTS
HIGHLY ORGANIC SOILS				<b>PT</b>	PEAT, HUMUS, SWAMP SOILS WITH HIGH ORGANIC CONTENTS	

NOTE: DUAL SYMBOLS ARE USED TO INDICATE BORDERLINE SOIL CLASSIFICATIONS

# GENERAL NOTES

## SAMPLING SYMBOLS:

□	STANDARD PENETRATION TEST – 1 3/8" I.D., 2" O.D
■	SHELBY THIN-WALLED TUBE – 3" O.D. UNDISTURBED SAMPLE
☒	GRAB SAMPLE
▣	ROCK CORE
⊥	AUGER SAMPLE
○	NO RECOVERY

## WATER LEVEL MEASUREMENT SYMBOLS:

∇	WATER LEVEL AT TIME OF DRILLING
∇	WATER LEVEL AFTER 7 DAYS

CONSISTENCY OF FINE-GRAINED SOILS	
UNCONFINED COMPRESSIVE STRENGTH, QU, PSF	CONSISTENCY
< 500	VERY SOFT
500 - 1,000	SOFT
1,001 - 2,000	MEDIUM
2,001 - 4,000	STIFF
4,001 - 8,000	VERY STIFF
8,001 - 16,000	HARD
> 16,000	VERY HARD

RELATIVE DENSITY OF COARSE GRAINED SOILS	
N-BLOWS/FT.	RELATIVE DENSITY
0 - 3	VERY LOOSE
4 - 9	LOOSE
10 - 29	MEDIUM DENSE
30 - 49	DENSE
50 - 80	VERY DENSE
80 +	EXTREMELY DENSE

RELATIVE PROPORTIONS OF SAND AND GRAVEL	
DESCRIPTIVE TERM(S) (OF COMPONENTS ALSO PRESENT IN SAMPLE)	PERCENT OF DRY WEIGHT
WITH	15 - 29
MODIFIER	> 30

GRAIN SIZE TERMINOLOGY	
MAJOR COMPONENT OF SAMPLE	SIZE RANGE
BOULDERS	OVER 12 IN. (300MM)
COBBLES	12 IN. TO 3 IN. (300 MM TO 75 MM)
GRAVEL	3 IN. TO #4 SIEVE (75MM TO 4.75MM)
SAND	#4 TO #200 SIEVE (4.75MM TO 0.075 MM)
SILT OR CLAY	PASSING #200 SIEVE (0.075MM)

RELATIVE PROPORTIONS OF FINES	
DESCRIPTIVE TERM(S) (OF COMPONENTS ALSO PRESENT IN SAMPLE)	PERCENT OF DRY WEIGHT
WITH	15 - 29
MODIFIER	> 30



Subject: RE: Dorothy Pecaut Plans  
Date: 6/29/2023 10:00 AM  
From: "Kenny Schmitz" <kschmitz@woodburycountyiowa.gov>  
To: "Terry Glade" <glade.t@cmbaarchitects.com>, "Corey Erickson (CErickson@rakerrhodes.com)" <cerickson@rakerrhodes.com>  
"Brian Stehr" <bsteahr@woodburyparks.org>, "Daniel Heissel"  
Cc: <dheissel@woodburyparks.org>, "James Bertsch" <JBertsch@ctsgeo.com>, "Matthew Dailey" <mdailey@ctsgeo.com>

Matt received the report- thank you

Corey/ Terry- looks like next steps we need may be:

1. Set of specs for a surveyor
2. Set of specs for under-slab foam filling
3. Getting quotes from both a surveyor (for current survey baseline & through 1-year) & concrete slab foam filling in areas required from an appropriate party.

Thoughts??

*Kenny Schmitz*

Director | Building Services  
401 8<sup>th</sup> Street  
Sioux City, Iowa 51101  
712.279.6539  
kschmitz@woodburycountyiowa.gov

*Inventory Supplement Report to Woodbury County June 28, 2023*

**From:** Matthew Dailey <mdailey@ctsgeo.com>  
**Sent:** Wednesday, June 28, 2023 4:00 PM  
**To:** Kenny Schmitz <kschmitz@woodburycountyiowa.gov>  
**Cc:** Terry Glade <glade.t@cmbaarchitects.com>; Corey Erickson (CErickson@rakerrhodes.com) <cerickson@rakerrhodes.com>; Brian Stehr <bsteahr@woodburyparks.org>; Daniel Heissel <dheissel@woodburyparks.org>; James Bertsch <JBertsch@ctsgeo.com>  
**Subject:** RE: Dorothy Pecaut Plans

**CAUTION:** This email originated from **OUTSIDE** of the organization. Please verify the sender and use caution if the message contains any attachments, links, or requests for information as this person may NOT be who they claim. **If you are asked for your username and password, please call WCICC and DO NOT ENTER any data.**

Kenny,

Attached is the geotechnical report discussing the results of the subsurface evaluation at the Dorothy Pecaut Nature Center. Please note that the floor survey sheet will look slightly different than was previously shown as we adjusted the benchmark point to provide a more accurate settlement amount. Please review the report and let us know if there are any questions. I will send the invoice to you directly shortly.

Thanks,



## PROJECT MEETING MINUTES

PROJECT: Dorothy Pecaut Nature Center Floor Investigation

PROJECT #: 23186

LOCATION: Sioux City, Iowa

DATE: 08/03/23

REPORT BY: Terry Glade, AIA

### PRESENT AT MEETING

NAME	REPRESENTING
Brian Stehr	Dorothy Pecaut Nature Center
Bryan Wells, PE	DGR Engineering
Matt Dailey, PE	CTS, Inc.
Terry Glade, AIA	CMBA Architects

### DISCUSSION

1. Reviewed areas of concern and viewed previously noted floor cracks, heaves, affected interior doors and frames, soil test locations, etc.
2. Brian indicated that the issues have continued to worsen over a period of years.
3. Review of original civil site plan showed drainage swales that would've drained water out to the north and south ends of the building on the east side. These swales are gone and the area leveled out for the handicap accessible sidewalk that runs along that side. Brian indicated that the sidewalk was in place when he began work at the facility in 2016 and a portion was replaced since but no change in grade.
4. Building grade on the east side is up on the brick and over the level of the through-wall flashing and weeps in some locations.
5. East downspouts were all collected and run underground by Mike Barkley in recent years. The main collector line appears to empty into the new manhole at the south end of the building at least 5' below grade.
6. East retaining wall appears to be original and still in good condition. With no swale designed behind/at the top of the wall, water could sheet down the embankment and also land on the grade east of the building but it didn't appear to be a major contributor to the issues.
7. Collective opinion was that potentially before downspouts were collected and because of the loss of the swales, water made its way under the floor slabs and washed away some subgrade material and possibly caused other areas to heave. No other possible current contributors were noted at this time.

### RECOMMENDED ACTION ITEMS

1. CTS to provide a proposal to perform at least two more soil borings outside of the building on the east side to check for any abnormalities.
2. Recommend running a camera through the main downspout collector to look for any breaks in the system. Morningside Plumbing was suggested as a potential contractor for that work. Brian to coordinate.
3. DGR to provide a proposal to install settlement monitors in specific locations to check for additional floor movement. Initial periods of monitoring recommended at every three months. CMBA to coordinate with all parties on potential locations for testing. If any additional settling detected, further investigation will be warranted.
4. Recommend using ground-penetrating radar to scan the slab-on-grade areas to determine areas where subgrade has washed away. CMBA to contact GPRS to discuss and request a proposal if their services are appropriate.
5. CMBA to investigate stabilizing materials that can be placed in identified hollow spots.
6. Proposals for service to be provided to Kenny Schmitz, Director Building Services, Woodbury County

Dan Heissel, Brian Stehr - Woodbury County Conservation Board, Dorothy Pecaut Nature Center  
Kenny Schmitz - Woodbury County  
Matt Dailey, PE - CTS, Inc.  
Bryan Wells, PE - DGR Engineering  
Corey Erickson, Jerad Hoffman - Raker Rhodes Engineering



## Certified Testing Services, Inc.

419 W. 6th Street • P.O. Box 1193 • Sioux City, Iowa 51102 • Phone (712) 252-5132

September 6, 2023

Kenny Schmitz  
Director – Building Services  
Woodbury County  
401 8<sup>th</sup> Street  
Sioux City, Iowa 51101

RE: Additional Geotechnical Exploration  
Services  
Building Distress  
Dorothy Pecaut Nature Center  
Sioux City, Iowa  
CTS Proposal No. 6528

Dear Mr. Schmitz,

### Introduction

Certified Testing Services, Inc. is pleased to submit this proposal to perform additional geotechnical exploration services for the above referenced project. The reason for this proposal is that during a site meeting on August 3, 2023, with Mr. Brian Stehr of the Dorothy Pecaut Nature Center, Mr. Bryan Wells, P.E. of DGR Engineering and Mr. Terry Glade, AIA of CMBA Architects, it was discussed to provide three additional soil borings on the exterior of the east side of the Dorothy Pecaut Nature Center building. The purpose of the additional soil borings is to evaluate the subsurface soils on the exterior of the building and obtain ground water readings, if groundwater is present.

### Scope of Work

Based on the additional information supplied, CTS proposes to perform three additional soil test borings to depths of 20 feet below the existing grade on the east side of the existing building and perform 24 hour water readings. The additional borings will be performed using a truck mounted drill rig. At the completion of the fieldwork, samples collected in the field will be transported to the laboratory and tested to determine select engineering properties that will be used in our analysis. The results of the fieldwork,



Woodbury County  
September 6, 2023  
CTS Proposal Number 6528  
Page 2 of 5

laboratory testing, project information and other information will be evaluated by a professional engineer familiar with the soil conditions in the project area and presented in an addendum report.

Items that will be addressed in the addendum report include our analysis of the subsurface materials, additional recommendations based on the results of the subsurface investigation, if needed, and groundwater information.

The scope of services is based on the public utilities being located by CTS through the Iowa One Call Service and the boring location being accessible to a truck mounted drill rig. **It should be noted that the Iowa One Call Service will not locate private utilities, which are utilities that are owned and maintained by the property owner. Woodbury County should make CTS aware of all private utilities that the Iowa One Call Service will not locate. CTS cannot be held responsible for private utilities that we cut that we are not made aware of their specific location.** CTS cannot be held responsible for drill holes that settle after we have left the site or damage caused accessing the site due to soft conditions. Field and laboratory testing will be performed, where applicable, in accordance with ASTM procedures. Our scope of work does not include an evaluation of existing environmental conditions.

#### Cost

Based on the scope of work discussed above, CTS proposes to perform the additional work for a lump sum amount of \$2,450.00, which includes an electronic copy of the addendum report. It is further proposed to perform the work in accordance with the CTS "General Conditions", were included in the original proposal.

#### Schedule and Authorization

Based on our present schedule, we can commence the fieldwork within ten to fifteen working days after receiving written notice to proceed if site access is supplied

Woodbury County  
September 6, 2023  
CTS Proposal Number 6528  
Page 3 of 5

and weather and site conditions allow. Working days are Monday through Friday with the exception of holidays. CTS's written addendum report would be completed within seven working days of completion of the fieldwork.

CTS will proceed with the fieldwork based on the receipt of a signed copy of this proposal. To speed up the process a copy of the signature page may be faxed to (712) 252-0110 or emailed to [mdailey@ctsgeo.com](mailto:mdailey@ctsgeo.com) and would serve as written authorization. Please complete as many items as possible on the attached project data sheet and return the signed agreement.

CTS appreciates the opportunity to submit this proposal and looks forward to continuing to work with you on this project. If you should have any questions or need additional information, feel free to contact our office.

Sincerely,

CERTIFIED TESTING SERVICES, INC.



James A. Bertsch, P.E.  
Senior Geotechnical Engineer



Matthew R. Dailey, P.E.  
Geotechnical Department Manager

JAB/MRD/md

Attachments: Schedule of Services and Fees  
Project Data Sheet  
General Conditions

cc: CMBA Architects  
Woodbury County Conservation Board

Woodbury County  
September 6, 2023  
CTS Proposal Number 6528  
Page 4 of 5

**AGREED TO THIS** \_\_\_\_\_ **DAY OF** \_\_\_\_\_, **20** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**PRINTED NAME:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**FIRM:** \_\_\_\_\_

### SCHEDULE OF SERVICES AND FEES

<u>Field Services</u>	<u>Unit</u>	<u>Unit Fees</u>
Mobilization	Per Trip	\$260.00
Mobilization, Pickup	Per Trip	30.00
Drilling	Per Foot	11.00
Sampling	Each	10.00
Standby	Hour	150.00
 <u>Lab Services</u>		
Atterberg Limits	Each	\$90.00
Moisture Content	Each	9.00
Dry Density	Each	11.00
Unconfined Compression	Each	16.00
Consolidation Test	Each	250.00
 <u>Report</u>		
Senior Engineering Technician	Hour	68.00
Crew Chief	Hour	78.00
Staff Engineer	Hour	130.00
Senior Engineer	Hour	160.00

# DOROTHY PECAUT FLOOR ISSUES

## WOODBURY COUNTY

### SIoux CITY, IOWA



**SHEET INDEX**

GENERAL	TITLE
STRUCTURAL	FOUNDATION PLAN
S101	FOUNDATION PLAN

**GENERAL NOTES**

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA BUILDING CODE.
2. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA ELECTRICAL CODE.
3. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA MECHANICAL CODE.
4. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA PLUMBING CODE.
5. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA FIRE AND SAFETY CODE.
6. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA HEALTH CARE CODE.
7. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA ENVIRONMENTAL CODE.
8. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA TRANSPORTATION CODE.

**LEGEND**



**ASSEMBLY TYPES**



**GENERAL CONTRACTOR KEYNOTES**

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA BUILDING CODE.
2. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA ELECTRICAL CODE.
3. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA MECHANICAL CODE.
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7. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA ENVIRONMENTAL CODE.
8. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA TRANSPORTATION CODE.

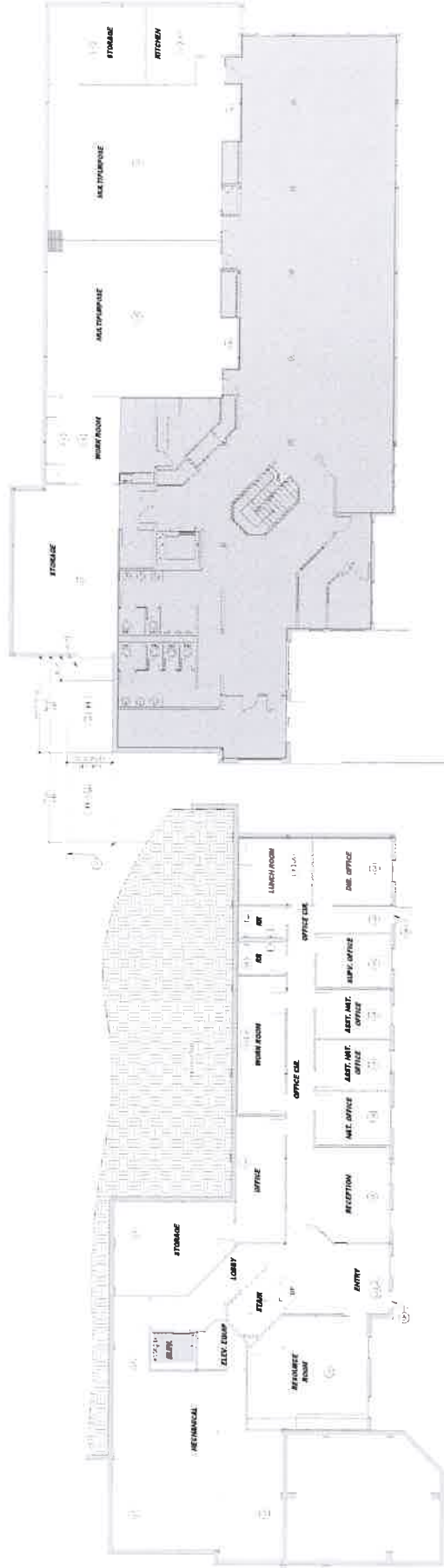
**STABILIZATION CONTRACTOR KEYNOTES**

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA BUILDING CODE.
2. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA ELECTRICAL CODE.
3. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA MECHANICAL CODE.
4. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA PLUMBING CODE.
5. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA FIRE AND SAFETY CODE.
6. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA HEALTH CARE CODE.
7. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA ENVIRONMENTAL CODE.
8. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA TRANSPORTATION CODE.

TITLE

DOROTHY PECAUT FLOOR ISSUES  
WOODBURY COUNTY  
SIoux CITY, IOWA

SHEET  
T.01



1 LOWER LEVEL FLOOR PLAN  
1/8" = 1'-0"

2 MAIN LEVEL  
1/8" = 1'-0"

**REVISIONS**

NO.	DATE	DESCRIPTION

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA BUILDING CODE.  
2. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA ELECTRICAL CODE.  
3. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA MECHANICAL CODE.  
4. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA PLUMBING CODE.  
5. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA FIRE AND SAFETY CODE.  
6. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA HEALTH CARE CODE.  
7. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA ENVIRONMENTAL CODE.  
8. ALL WORK SHALL BE IN ACCORDANCE WITH THE IOWA TRANSPORTATION CODE.



**REQUEST FOR PROPOSAL (RFP) FORM**

**THE PROJECT AND THE PARTIES**

**1.01 TO:**

- A. Woodbury County (Owner)  
620 Douglas St Suite 210  
Sioux City, IA 51101

**1.02 FOR:**

- A. Project: Floor Issues  
Dorothy Pecaut Nature Center  
4500 Sioux River Road  
Sioux City, IA 51109
- B. CMBA Project Number: 23186

**1.03 DATE: 3/19/2025 (RESPONDENT TO ENTER DATE)**

**1.04 SUBMITTED BY: (RESPONDENT TO ENTER NAME AND ADDRESS)**

- A. Respondents Full Name HOLLY EASTON/FRED MATHIESEN
- 1. Address 120 N 10TH ST MAILING
- 2. City, State, Zip: DAKOTA CITY, NE 68731 CONCRETE RAISING SERVICE
- 3. Phone: 712-203-8262 P.O. BOX 1002  
SOUTH SIOUX CITY, NE, 68776

**1.05 OFFER**

- A. Having examined the Place of The Work and all matters referred to in the Summary and the Contract Documents prepared by CMBA and their consultants for the above mentioned project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Sum of:
- B. **General Contractor Hourly Not to Exceed Price:** EIGHT THOUSAND TWO HUNDRED AND FIFTY dollars  
(\$8,250), in lawful money of the United States of America.
- C. **Concrete Stabilizers Price:** FOURTY EIGHT THOUSAND DOLLARS dollars  
(\$48,000), in lawful money of the United States of America.
- C. Project is sales tax exempt.

**1.06 ACCEPTANCE**

- A. This offer shall be open to acceptance and is irrevocable for thirty (30) days from the proposal closing date.
- B. If this proposal is accepted by Owner within the time period stated above, we will:
  - 1. Execute the Agreement within seven (7) days of receipt of Notice of Award.
  - 2. Furnish the required bonds within seven (7) days of receipt of Notice of Award.

**1.07 CONTRACT TIME**

- A. If this Proposal is accepted, we will:
- B. Commence work no later than April 15, 2025
- C. Substantial Completion to be on or before June 1, 2025
- D. Procurement work may begin as soon as the contract is awarded.

**1.08 UNIT PRICES**

- A. The Owner has requested Unit Pricing for specific portions of the Work as listed. Unit prices shall be total cost to Owner, per unit of Work, including indirect costs and overhead and profit.

B. Respondent, in submitting his proposal response, shall include Unit Pricing for the following items:

	ITEM DESCRIPTION	UNIT PRICE	UNIT OF MEASURE
1.	Additional Poly Level	\$ <u>N/A</u>	Per cubic yard (CY)
2.	General Contractor Hourly Rate	\$ <u>        </u>	Hourly (HR)

\*OUR SERVICE PRICES ARE INDIVIDUALLY BASED ON A NUMBER OF FACTORS. OUR PRICE IS FRIM UNLESS SOME VERY UNUSUAL AND UNFORESEEN OCCURS. WE THEN STOP AND DISCUSS WITH IN CHARGE PARTIES WHAT DIRECTION THEY WANT TO GO. THEN A CHANGE ORDER WOULD TAKE PLACE. - CONCRETE RAISING/HOLLY EASTON

**1.00 CHANGES TO THE WORK**

- A. When Architect establishes that the method of valuation for Changes in the Work will be net cost plus a percentage fee in accordance with General Conditions, our percentage fee will be:
  - 1. 5 percent overhead and profit on the net cost of our own Work;
  - 2. 5 percent on the cost of work done by any Subcontractor.
- B. On work deleted from the Contract, our credit to Owner shall be Architect-approved net cost plus 5 percent of the overhead and profit percentage noted above.

**1.1 PROPOSAL FORM SIGNATURE(S)**

- A. The Corporate Seal of **CONCRETE RAISING SERVICE**
- B. \_\_\_\_\_  
(Respondent - print the full name of your firm)
- C. was hereunto affixed in the presence of:
- D. Holly Easton  
(Authorized signing officer, Title)
- E. (Seal)
- F. \_\_\_\_\_
- G. (Authorized signing officer, Title)

**END OF SECTION**





PO BOX 1002  
 South Sioux City NE 68776  
 Phone (402) 494-2003  
 www.concreteraisingservice.com  
 concreteservices@aol.com

1-402-494-2003  
 concreteservices@aol.com

Concrete Raising Service  
 P.O. BOX 878  
 Dakota City NE  
 68731

Estimate #  
**EST3579594**  
 Date  
**Mar 19, 2025**

DUE

Item	Price	Quantity	Total
Polyurethane Lower Level According To Specs Given	\$23,000.00	1	\$23,000.00
Polyurethane Main Level According To Specs Given	\$25,000.00	1	\$25,000.00
Subtotal			<b>\$48,000.00</b>
Grand Total			<b>\$48,000.00</b>

See Concrete Raising Service At A Glance attached sheets for details on Schedule, Carpet Removal and Injection Details.

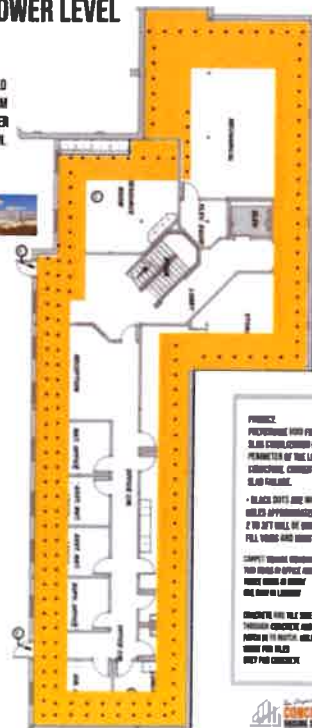
**Project Location**  
 Dorothy Pecaut Nature Center  
 4500 Sioux River Rd  
 Sioux City, IA

SEE ATTACHMENTS FOR FULL SIZE

AT A GLANCE LOWER LEVEL

**MAY**  
 PROJECT COST LOWER: \$23,000  
 TIMEFRAME: 4-5 WEEKS. WE WOULD  
 BATHEN SECTION OUT TO PERFORM  
 WORK ON MONDAYS WHILE CENTER  
 IS CLOSED FOR LEAST DISRUPTION.

POLYURETHANE VOID FILL



**PURPOSE:**  
 POLYURETHANE VOID FILL/POSSIBLE SLAB STABILIZATION OF DEFERRED PERIMETER OF THE LOWER ADDITION, CONCRETE CURVE IN SLAB RAISING.

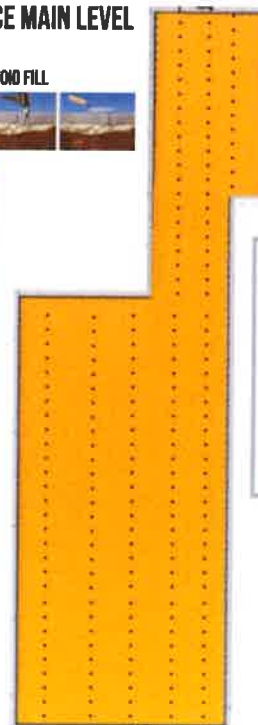
- BLACK DOTS ARE WHERE 5/8" HOLES APPROXIMATELY EVERY 2 TO 2 FT WILL BE DRILLED TO FILL VOIDS AND VOIDING.

**CARPET REMOVAL, REPLACEMENT**  
 TWO ROOMS IN OFFICE AREA  
 REMOVE ROOMS OF OFFICE  
 ARE NOT IN SCOPE

**CONCRETE VOID FILL DURING OR AFTER GRILL**  
 THROUGH CONCRETE AND FILLING  
 PUMPED IN TO RAISE SLAB AND FILL UP A HOLE.  
 SHOULD FILL HOLES  
 EVERY FOUR INCHES.

AT A GLANCE MAIN LEVEL

POLYURETHANE VOID FILL



**APRIL**  
 PROJECT COST MAIN: \$25,000  
 TIME FRAME:  
 CURING/TOTAL: 2 WEEKS  
 CLASS RAISING: 4 WEEKS  
 CURING: 1 WEEK  
 WE WOULD BATHEN SECTION OUT TO  
 PERFORM WORK ON MONDAYS.  
 \*STORAGE AND RAIL WOULD BE ON DURING  
 THE WEEK.

**PURPOSE:** POLYURETHANE VOID FILL/  
 POSSIBLE SLAB STABILIZATION OF THE  
 MAIN DEFERRED BLAD OF THE STRUCTURE.  
 CONCRETE CURVE IN SLAB RAISING.

- BLACK DOTS ARE WHERE 5/8" HOLES  
 APPROXIMATELY EVERY 2 TO 2 FT WILL BE  
 DRILLED TO FILL VOIDS AND VOIDING.

**CARPET REMOVAL, REPLACEMENT**  
 STORAGE ROOM - NO ROOMS OF REMOVAL  
 WALL - NO ROOMS OF REMOVAL  
 CLASSROOMS - 6 ROOMS OF CARPET REMOVAL  
 RESCHER - NO REMOVAL.

WE WILL DRILL THROUGH TILE CORNERS AND  
 PATCH IN WHITE TO MATCH  
 HOLES ARE SIZE OF A NAIL

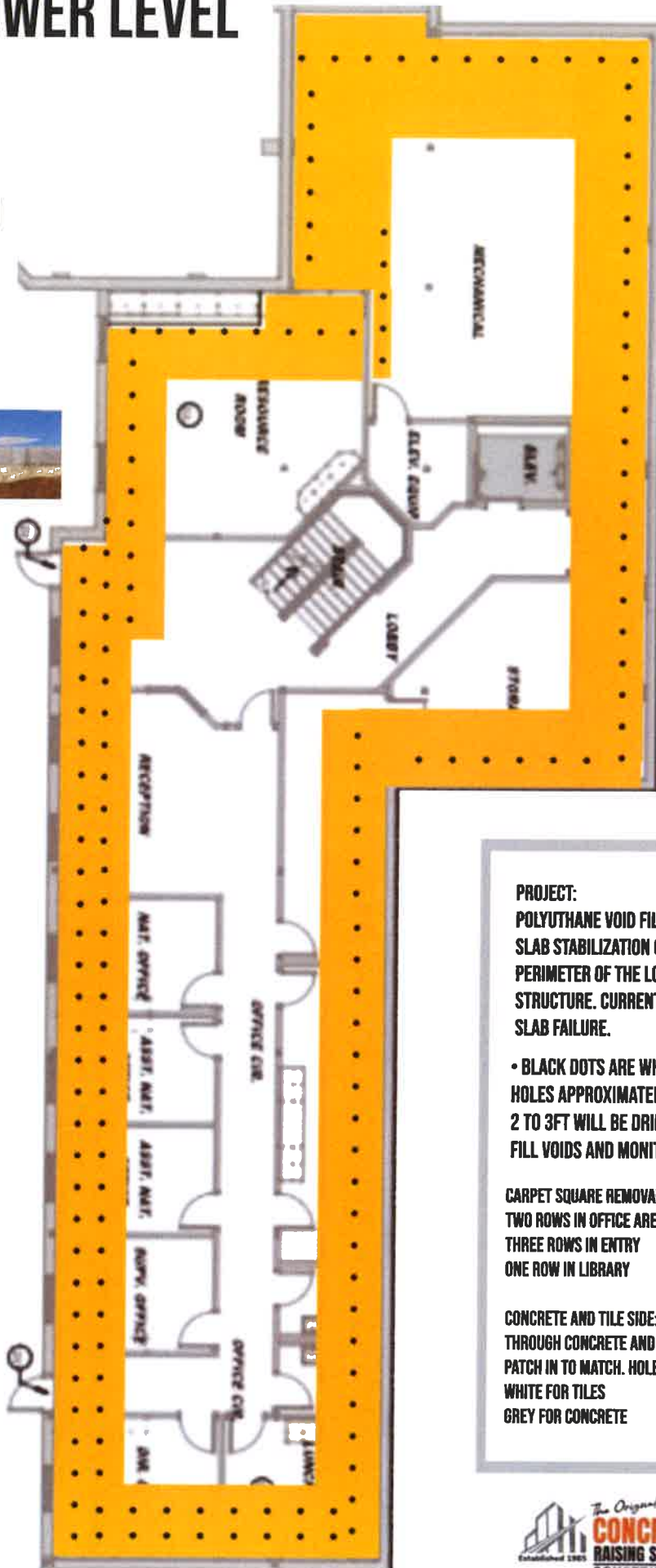
# AT A GLANCE LOWER LEVEL

**MAY**

**PROJECT COST LOWER: \$23,000**

**TIMEFRAME: 4-5 DAYS. WE WOULD RATHER SECTION OUT TO PERFORM WORK ON MONDAYS WHILE CENTER IS CLOSED FOR LEAST DISRUPTION.**

## POLYURETHANE VOID FILL



**PROJECT:**  
**POLYURETHANE VOID FILL/POSSIBLE SLAB STABILIZATION OF INTERIOR PERIMETER OF THE LOWER STRUCTURE. CURRENT STATE IN SLAB FAILURE.**

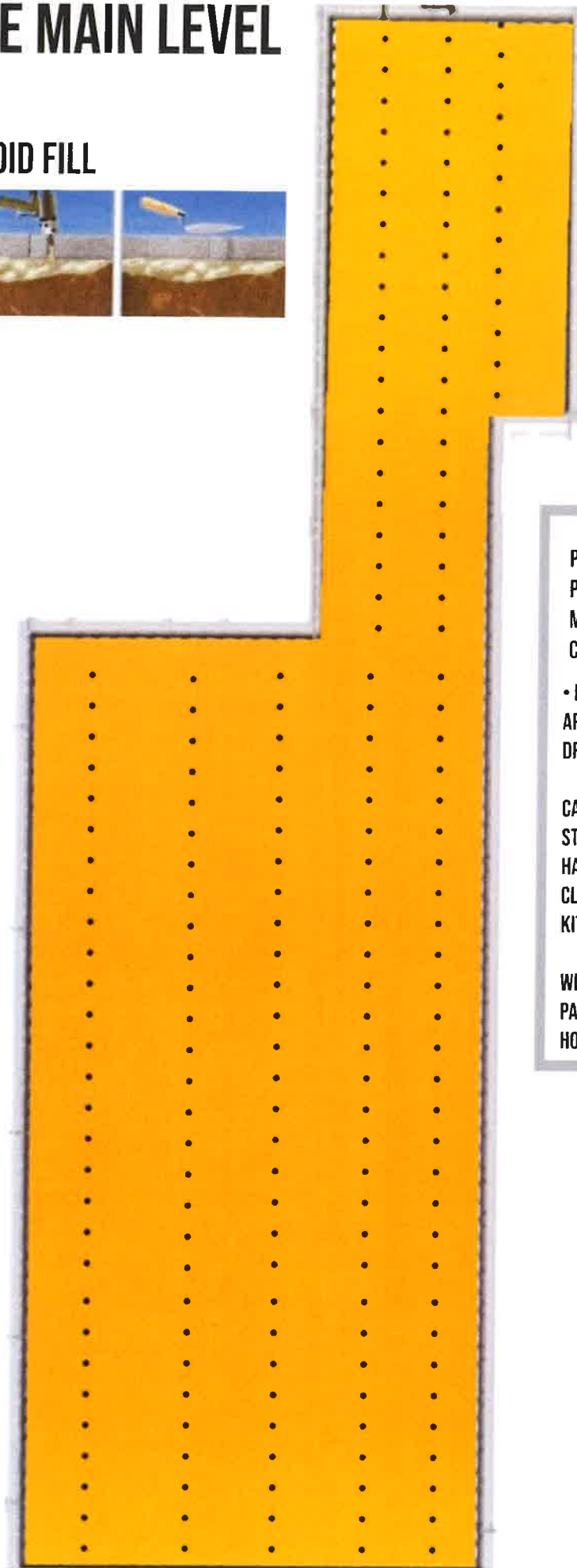
**• BLACK DOTS ARE WHERE 5/8 HOLES APPROXIMATELY EVERY 2 TO 3FT WILL BE DRILLED TO FILL VOIDS AND MONITOR.**

**CARPET SQUARE REMOVAL/REPLACEMENT**  
**TWO ROWS IN OFFICE AREAS**  
**THREE ROWS IN ENTRY**  
**ONE ROW IN LIBRARY**

**CONCRETE AND TILE SIDE: WE WILL DRILL THROUGH CONCRETE AND TILE AND PATCH IN TO MATCH. HOLES ARE SIZE OF A DIME.**  
**WHITE FOR TILES**  
**GREY FOR CONCRETE**

# AT A GLANCE MAIN LEVEL

## POLYURETHANE VOID FILL



### APRIL

PROJECT COST MAIN: \$25,000

TIME FRAME:

STORAGE/HALL: 2 DAYS

CLASS ROOMS: 4 DAYS

KITCHEN: 1 DAY

WE WOULD RATHER SECTION OUT TO

PERFORM WORK ON MONDAYS.

\*STORAGE AND HALL WOULD BE OK DURING THE WEEK.

PROJECT: POLYURETHANE VOID FILL/  
POSSIBLE SLAB STABILIZATION OF THE  
MAIN INTERIOR SLAB OF THE STRUCTURE.  
CURRENT STATE IN SLAB FAILURE.

• BLACK DOTS ARE WHERE 5/8 HOLES  
APPROXIMATELY EVERY 2 TO 3 FT WILL BE  
DRILLED TO FILL VOIDS AND MONITOR.

CARPET SQUARE REMOVAL/REPLACEMENT  
STORAGE ROOM - NO ROWS OF REMOVAL  
HALL - NO ROWS OF REMOVAL  
CLASSROOMS - 5 ROWS OF CARPET REMOVAL  
KITCHEN - NO REMOVAL

WE WILL DRILL THROUGH TILE SQUARES AND  
PATCH IN WHITE TO MATCH.  
HOLES ARE SIZE OF A DIME

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

Date: 03/20/2025 Weekly Agenda Date: 03/25/2025

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

**WORDING FOR AGENDA ITEM:**

Consideration of revisions to PPM #9 Dust Control Policy

**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 dust control policy is to be updated to reflect current practice and budget

**BACKGROUND:**

The dust control policy was last updated in 2018. This policy update reflects the limits of the budget - that the Secondary Roads budget can not continue to fund the dust control program that is in place. The new policy informs contractors and land owners how to get dust control placed in front of their residence.

**FINANCIAL IMPACT:**

None

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

Yes  No

**RECOMMENDATION:**

Recommend the Board to approve the revisions to the Dust Control Policy

**ACTION REQUIRED / PROPOSED MOTION:**

Motion for the Board Chair to sign the new revised Policy and Procedure Memorandum #9 Dust Control Policy.

# WOODBURY COUNTY SECONDARY ROAD DEPARTMENT POLICY AND PROCEDURE MEMORANDUM #9

PPM Origination Date: 2010

Revisions: 4/2018, 3/2025

SUBJECT: Dust Control Policy PPM #9

## I. PURPOSE:

This policy outlines the application of dust control palliatives on granular-surfaced secondary roads in Woodbury County.

## II. CODE OF IOWA: Section 318.8.

*A person shall not excavate, fill, or make a physical change within a highway right-of-way without obtaining a permit from the applicable highway authority. At the request of a permittee, a modification may be granted in the discretion of the highway authority. Work performed under the permit shall be performed in conformity with the specifications prescribed by the highway authority. If the work does not conform to permit specifications, the person shall be notified to make the conforming changes. If after twenty days the changes have not been made, the highway authority may make the necessary changes and immediately send a statement of the cost to the responsible person. If within thirty days after sending the statement the cost is not paid, the highway authority may institute legal proceedings to collect the cost of correction. A violation of the permit specifications shall be considered a violation of section 318.3. A public utility subject to section 306A.3 is exempt from this section.*

## III. RESIDENT REQUIREMENTS:

- Residents seeking dust control must contact a preapproved contractor directly.
- Residents are responsible for all payments to the contractor.
- Complaints regarding the product or its application shall be directed to the contractor.
- Residents must ensure that dust control markers always remain visible.

## IV. CONTRACTOR REQUIREMENTS:

- Contractors must be preapproved by the Woodbury County Engineer.
- Contractors must obtain a Woodbury County Work on Right-of-Way Permit.
- Contractor must provide a Certificate of Insurance, annually.
- Contractor will give sufficient time to the County Engineers office to allow for the road surface to be prepared for each application, a minimum of five working days.
- Proper traffic control measures must be followed.
- Work is not permitted on: Sundays, Holidays, between Sunset and Sunrise.
- Contractor must place dust control markers immediately after each application.

V. PREAPPROVED CONTRACTORS:

Can be found on the Woodbury County Secondary Road website or call the County Engineers office for preapproved contractors contact information.

VI. MATERIALS:

- A current Safety Data Sheet (SDS) for all materials used must be on file at the Woodbury County Engineer's Office in Merville.
- Approved materials: Lignosulfonate, Calcium Chloride, Magnesium Chloride

VII. APPLICATION DATES:

The contractor is responsible for determining the application schedule.

VIII. WOODBURY COUNTY SECONDARY ROADS:

- The County will prepare the road surface before each application.
- The County may re-blade the road as needed to maintain a safe driving surface.
- Dust control markers will be removed by the County after September each year.

IX. FEES:

A fee of twenty dollars (\$20.00) will be included in the contractor's bill for the roadway surface preparation.

Recommended:

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Laura Sievers, P.E., Woodbury County Engineer

Approved:

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Daniel A. Bittinger II, Chairman, Board of Supervisors

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

Date: 03/21/2025 Weekly Agenda Date: 03/25/2025

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Supervisor Daniel Bittinger

**WORDING FOR AGENDA ITEM:**

FY26 Hiring Freeze Approvals

**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 type="checkbox"/>               |

**EXECUTIVE SUMMARY:**

Due to FY26 budget constraints per Iowa Code, a hiring freeze(de-fund but not de-authorize) is needed to balance the FY26 budget.

**BACKGROUND:**

**FINANCIAL IMPACT:**

Potentially save up to several hundred thousand of payroll dollars.

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

Yes  No

**RECOMMENDATION:**

Motion to approve to de-fund but not de-authorize the position of \_\_\_\_\_ in the department of \_\_\_\_\_ for FY26 budget.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve to de-fund but not de-authorize the position of \_\_\_\_\_ in the department of \_\_\_\_\_ for FY26 budget.

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

Date: 03/21/2025 Weekly Agenda Date: 03/25/2025

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Supervisor Daniel Bittinger

**WORDING FOR AGENDA ITEM:**

Funding request from The Siouxland Initiative (TSI) for FY26

**ACTION REQUIRED:**

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

**EXECUTIVE SUMMARY:**

Funding request from TSI for FY26.

**BACKGROUND:**

See attached request letter from The Siouxland Initiative(TSI).

**FINANCIAL IMPACT:**

\$25,000 from L.O.S.T. 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:**

Motion ot approve funding request from The Siouxand Initiative(TSI) out of L.O.S.T. Funds for FY 26.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion ot approve funding request from The Siouxand Initiative(TSI) out of L.O.S.T. Funds for FY 26.





101 PIERCE STREET  
SIOUX CITY, IOWA 51101-1485  
T 712.255.7903  
W siouxlandchamber.com  
E chamber@siouxlandchamber.com

March 21, 2025

Mr. Daniel Bittinger  
Chair  
Woodbury County Board of Supervisors  
Woodbury County Courthouse  
620 Douglas St.  
Sioux City, IA 51101

Dear Chairman Bittinger:

First and foremost, congratulations on your recent elevation, by your peers, to serve in the important role as County Board Chair. I wish you every success as you embark on this significant responsibility.

Secondly, allow me to extend my condolences on the passing of Mr. Dennis Butler. Over the years, I worked with Dennis on a number of important projects, none more significant than CF Industries, and I know he is missed by many.

Finally, in the wake of Mr. Butler's passing, and per our recent conversation, *The Siouxland Initiative (TSI)* has been remiss in renewing our annual request for funding to support our shared interests in economic development. Per the long-standing relationship between our respective organizations, would you please consider TSI's annual funding of \$25,000 to support economic development efforts in Woodbury County?

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Chris J. McGowan". The signature is fluid and cursive.

Christopher J. McGowan  
President

cc: Karen James