

**MINUTES OF THE INFORMAL MEETING OF THE JOHNSON COUNTY  
BOARD OF SUPERVISORS:  
JANUARY 18, 2011**

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Chairperson Harney called the Johnson County Board of Supervisors to order in the Johnson County Administration Building at 1:30 p.m. Members present were: Pat Harney, Terrence Neuzil, Janelle Rettig, Sally Stutsman, and Rod Sullivan.

**KEY ISSUES**

**Recap and Progress Report of Items Discussed at the December Key Issues Meeting**

Executive Assistant Andy Johnson said a couple things will be updated at the current meeting. The first update is the travel reimbursement policy. A committee was formed to talk about it. A committee was also designated to talk about Boardroom and building security. However, Johnson did not put this on the agenda for an update because the group has not yet met. Members of the group did attend the meeting at the Health and Human Services (HHS) Building. This group will be having a meeting after the Elected Officials Meeting. This topic is moving ahead slowly.

Johnson said the Board discussed building permit fees and an accompanying plan at the December 2010 Key Issues Meeting with Planning and Zoning. The intranet bulletin board policy was approved. The intranet bulletin board is up and active, although there is only one posting so far. He said Social Services Coordinator Amy Correia is working on the response to the letter from the Heritage Area Agency on Aging. He does not know if anyone has an update on the Regional Consortium for Housing and Urban Development HOME funds. Rettig said there is no update on the Regional Consortium for Housing and Urban Development yet.

Johnson said the current Key Issues Meeting was moved up by one week, so there was a shorter timeframe between meetings than normal.

### **Voucher and Reimbursement Task Force**

Rettig said the task force has been calling themselves the Travel and Claims Work Group. They have met once to discuss what they would like the system to be and to establish a timeline on the research tasks. The Travel and Claims Work Group is scheduled to meet on January 21, 2011. The Auditor's Office has been exploring the legality of what the Travel and Claims Work Group can do. It is clear that everyone in the Work Group is interested in moving to a paperless system and in being able to scan receipts. However, there is a question of whether this legally meets the Auditor's Office requirements if the original documents are not kept. This is a problem because there are many circumstances where a person does not have an original receipt. For example, when Information Technology (IT) buys material online, the department gets a virtual receipt. IT has to print out the receipt in order to submit it, and it is not even official. Rettig asked what the difference would be between scanning the receipt in and attaching it to the document. The Work Group is in complete agreement on the direction they want the County to take with the system. It is just a matter of where the County is with its auditing. IT is also researching whether there are any off-the-shelf products that would allow the County to do this. IT is also researching whether there are any other Counties and Cities doing this. Progress is being made.

Harney asked if the County Attorney and County Auditor are working on this task with the Travel and Claims Work Group. Rettig said the County Attorney is not involved because the task has to do with the County's auditing principles. The County Attorney could be brought in at the end of the process. The people involved are IT Director Jean Schultz, Sheriff's Major Steve Dolezal, Human Resources Administrator Lora Shramek, IT Programming Manager Carl Unternahrer, Deputy Auditor Dana Aschenbrenner, First Deputy Auditor Chris Edwards, County Auditor Tom Slockett, and Rettig. She said Slockett, Schultz, and Shramek are the department heads involved.

### **Data Regarding Vehicle Use by On-Call Employees**

Johnson said this agenda item was suggested because six months ago, the Board made a decision regarding vehicle use by employees. The Board asked some employees that were keeping vehicles and other employees that were not keeping vehicles to keep data regarding vehicle use. The Board may have been hoping for some data for the current meeting, but Johnson said he has not yet asked for it. He asked if the Board has a plan for that or if they just want to ask people for the information. Stutsman asked if the Board asked those employees to keep six months worth of data. Johnson said yes, so those employees should have the data. Rettig said it should have been done by January 1, 2011. Stutsman said the Board wants the data. The Board can review the data and put the issue on the February 2011 Key Issues Meeting agenda.

Sullivan said if the Board is going to implement a change, and it is implemented by July 1, 2011, then the Board could make a decision as late as May 2011. He said he would not mind getting January and February statistics in the data as well, because it is

entirely possible that employees get called out the most during those months. He does not know that for a fact, but he is guessing based on the weather. If that is the case, then it would be nice to know the data to help the Board with the decision making. Stutsman asked if the Board should put the agenda item on the March 2011 Key Issues Meeting instead. Sullivan said yes. If the Board decided in April 2011 to do something for July 1, 2011, there would still be 60 days of notice.

Neuzil asked if there could be a bullet point review on the decisions the Board has made so far and the questions the Board has asked. Stutsman agreed. Neuzil said he knows certain departments were pending. Johnson said OK.

Rettig said she had set a reminder that told her there would be data six months from the date the decision was made. The date six months after the decision was January 1, 2011. Therefore, the employees should be required to give those six months of data. The employees can also give another report later. Sullivan said yes; the Board definitely needs to get the six months of data. He said he would not mind holding off for the extra two months because it would result in more, and better, data.

Stutsman asked if the Board has been very specific about what they want. She said she knows the report will come back, and the employees will say that they did not know what data to collect. She said the first question that should be asked should maybe be about how data is being collected. Sullivan said he hopes the employees are even doing the data collection. Harney agreed. Rettig said she was against the six month data collection, because anyone can trump up the data to be whatever that person wants. The person could report that he or she stopped by a worksite and did something that they could not have done during normal work hours. Other than the call-outs overnight, the data from daytime vehicle use will be flawed. People can create reasons to do something or come and go from the building. Stutsman said that is part of the review of the data. For example, the Board could see patterns. Harney said it is hard to pad the data if the person designates what the call was for. If the person does not state that information, then Rettig is correct.

Stutsman said the Board would like an update on the data to see where the County employees are at with it. The Board would also like data for the two following months, and they will review the data in March 2011. Sullivan said he would not mind seeing a reminder of who the Board was requesting data from; a review of the minutes of the meeting would be helpful.

Neuzil asked if the plan is to create a policy or if the Board is going to decide if anyone gets a County vehicle. Rettig said a policy was previously suggested to disallow people from taking cars home. The policy was amended to allow certain people to do this, as long as they provided a six month update. She did not feel the need to subsidize the County's highest paid employees' commutes, but the majority of the Board did. Thus, the Board should get the six month vehicle use update. Sullivan said the Board made the decision for some departments and put the decision on hold for other departments. Stutsman said the Board made the decision regarding Physical Plant

employees but not about the other departments. Sullivan asked if the Board also made a decision about another department. Rettig said they evaluated Conservation, but all the Board could do was send them a recommendation or change their budget. Sullivan said the Sheriff's Office has a different rule. Johnson said this topic is primarily a concern for Physical Plant and Secondary Roads.

Neuzil said what Kempf has submitted to illustrate the expenses and mileage used by Physical Plant. Harney said he does not know if Kempf has kept that information. Neuzil said Kempf has probably turned in claims. Stutsman said she hopes Kempf has turned in mileage claims. Rettig said Kempf might have done that, but she never saw them. Harney said he does not recall seeing any claims, but that does not mean Kempf did not submit any. Sullivan said if something goes wrong in a County facility at 4:00 a.m., then Kempf just stays at work after addressing the problem. Rettig said Kempf then leaves at around 3:00 p.m. Stutsman said the Board needs to know that. Sullivan agreed; if Kempf get calls in, he would like to know it. Rettig agreed. Kempf was at work at 4:00 a.m. during one of the recent storms, and Rettig would like to know how many times he has been in the County buildings before normal work hours. Harney said the frequency of that rises with the snowstorms. Johnson said he will request that information.

### **Content of Public Surveys**

Stutsman said she thought the Communications Committee was working on the topic of public surveys. Johnson said Sullivan was going to have some suggestions. Sullivan said he put a little bit of his own logic into the suggestions. He said Webmaster Gary Yoder says the Board can do the surveys very simply and easily. They just need to determine how long to leave the surveys up and how much time to allow for responses. If there is always a new survey on the website, then the County can lose some of the effectiveness due to too much repetition. This is similar to leaving the same question up for too long. The Board had talked about doing a new survey every quarter. For example, a survey could be done regarding roads in January. In April, a HHS related survey could be done. In July, the survey topic could be about public safety, and the survey in October could be about the budget. It would make sense to gather budget information in October, because the Board could put it to use right away. He does not know if the order of the other three surveys is very important. He said the Board could also shift around the months for the quarterly surveys; they could be done in February, May, August, and November.

Rettig said there would be a period of one month or six weeks where no survey would be up on the website. Stutsman asked if the quarterly surveys would stay on the website until the next survey. Rettig asked if Sullivan is suggesting gaps in between the surveys so that people do not think there is a continual survey. Sullivan said there would be a survey up for one month to six weeks, and then there would be no survey for awhile. Rettig said that makes sense. If a survey is always up, then a person might not remember if he or she already took that specific survey. Neuzil asked if that means there would be

four surveys each year. Sullivan said yes. Rettig said there would be four dead periods throughout the year, as well. Stutsman and Sullivan agreed.

Sullivan said he was thinking that it made sense to have a survey in October to gather budget feedback, and he suggested the schedule for the other quarterly meetings accordingly. However, the timeline could be adjusted if the Board wanted to have surveys in other months. The topics are also open to changes by the Board. The topics Sullivan suggested are the ones that Yoder receives the most feedback on.

Rettig said she is curious about the hours the government is physically open and whether there is an interest in online government. The Board chose not to fund the online government software for FY12, but she still has an interest in what people think about it. She would also like to know what people think about the hours the government offices are open. People always want more hours, but she is curious whether the public would prefer the government offices to be open until 6:00 p.m. and not until 9:00 p.m. She is intrigued by how the public would respond, because she does not see anything happening outside of election time. Neuzil said it would be interesting if the government offices were open until 8:00 p.m. one day a week but closed during another section of the week. Rettig said this is where the Board would begin the discussion about having nonessential government offices open only four days a week. This is in the Greenhouse Gas Reduction and Sustainability Plan for Johnson County Operations.

Sullivan said the public surveys being suggested are not done in a true scientific way. A scientific survey would be sure to control for men and women, age, ethnicity, and occupation to provide a representative sample of the population. The participants in the surveys being suggested are people that already go to the County website. Rettig said she is less interested in what survey takers click on and more interested in their ability to comment on the topics. A survey taker could click that he or she does not care whether the government offices are open until 6:00 p.m., but that person could comment that he or she wants the Auditor's Office to be open later during election times in order to vote after work. The comments are interesting, but there is nothing scientific about the survey. The Board would not make a decision based solely on information from the survey. Stutsman said this is similar to what the Board did with Sutliff Bridge; the public can make comments, but the survey is not the only thing the Board will use to make decisions.

Rettig said in the schedule Sullivan suggested, there is not a designated time for just an overall service survey. Sullivan said there is time to do this if the Board wants. Rettig said she would like one of the surveys to be geared toward service and customer satisfaction with the County government. The survey is not about a particular office; it would relate more to communication with the County government, hours of service, and services provided. Stutsman said the survey could ask the public what services they are willing to give up, and the residents could provide ideas on ways to cut costs. People sometimes have innovative ideas about things the County could be doing differently.

Sullivan said he certainly does not think a general service survey is a bad idea. If he had to eliminate one of the other topics he suggested, his inclination would be to eliminate the HHS survey. The Board is constantly getting Secondary Roads feedback, and formalizing the feedback through a survey would not be bad. The public safety survey will be timely. Rettig said it depends on who is in HHS; Mental Health/Disability Services (MH/DS) and Social Services are doing their own surveys to their constituents. The HHS survey seems like a decent one to turn into something else. Sullivan said the April survey could be about County customer service. Stutsman said yes; it would be about general government services and how the County is doing in its provision of these surveys.

Sullivan said the next step in this process would be to get some idea of how many questions to ask on the surveys. Once the Board determines that number, Sullivan could contact County Engineer Greg Parker, County Sheriff Lonny Pulkrabek, Ambulance Director Steve Spenler, and Medical Examiner Administrator Mike Hensch. Rettig asked if the Board is going to ask the Communications Committee to write the customer service survey. The first survey according to this plan would be in February, and February 1 is in two weeks. The County needs to write the survey quickly in order to get any worthwhile feedback, and she is not sure if the Board has time to go to the Communications Committee. Sullivan said the Strategic Plan timeline for the survey priority is March 1, 2011. The Secondary Roads survey might not get done until January 1, 2012. If the Board meets the timeframe set forth in the Strategic Plan, then the first survey would be about customer service. Stutsman said that is good.

Harney asked how the survey is going to be set up. He asked if it will be a free response or if people will mark satisfactory or unsatisfactory on different categories and then add additional comments. People will take the easiest route to respond to something like that. If there is a dot to check and a box requesting comments, then the Board might get comments. Rettig said she thinks doing both is advantageous. Sullivan said Likert scales are nice; a survey taker reads a sentence and then ranks their agreement on a scale from one to five. Stutsman said it would be important to get Yoder's input on what is practical and easy to document. Rettig said the survey on the Sutliff Bridge created a Microsoft Office Excel file and the comments are viewable in the file. Formatting the document into something easy to read is a different matter, but it can be done. Sullivan said yes or no questions are easy with the software Yoder has. The data will just populate to show the percentage of people who said yes. The software can also easily do Likert scales. If a ranking of one indicates that the person strongly agrees and a ranking of one indicates that the person strongly disagrees, then the software can indicate that the average ranking was 2.2. Sullivan said he thinks Yoder's software does those things automatically. He is not sure whether the software can automatically handle questions that require the survey takers to choose A, B, C, or D.

Rettig said the customer service survey will be the first survey, and it will be in March 2011. Harney said he thought it was scheduled for April 2011. Rettig said the Strategic Plan goal deadline is March 1, 2011. Sullivan said it would be more realistic

for the Board to have the first survey in April 2011. Rettig asked if the customer service survey will be out by April 1, 2011. Sullivan said yes.

Sullivan said he would like feedback from the Board members. He, Neuzil, and Johnson are part of the Communications Committee, and they can craft some final language. Feedback from the other Board members would make the job much easier. If four Board members want a particular question in the survey, then the Communications Committee will make sure to include it.

Sullivan asked if the other Board members are comfortable with the other months and topics for the surveys. Stutsman said she is currently comfortable with this. If some major topic arises, such as the justice center, then one of the currently suggested surveys can be switched out. She said the Secondary Roads survey should possibly be in July. Neuzil said the timeframe depends on which complaints the Board wants to hear about. Rettig said if the Secondary Roads survey is put up now, then the Board will hear about snow removal. If the Secondary Roads survey is put up in April, then the Board will hear about frost boils.

### **Federal Legislative Issues and Priorities**

Harney said the Iowa City Area Chamber of Commerce 2011 Washington, D.C. trip is scheduled for February 7, 8, and 9, 2011, so he really needs to know the Board's priorities for that trip. Neuzil said the main priority is to show the teamwork the County has with all of the other communities. He asked if the Iowa City Area Chamber of Commerce (Chamber) has identified its list. Harney said the Chamber has some priorities, but he has not seen the list yet. Neuzil said he can only assume that Amtrak is still going to be a fairly significant priority. Harney said that is one of their priorities. He said one of the County's other priorities is Mehaffey Bridge, and the County needs something to present on that topic. Neuzil said there is a pretty easy working document that could be obtained from Parker. Harney said he has asked for the document, but has not seen it yet.

Rettig said another consideration of the County's is trail money to tie the trail system to the Amana Colonies. The County has requested this before, and it has also asked for money to fund a trail system that extends to Linn County, but it is a little more awkward because it is not a full trail. Two congressional districts would be involved with the trail to the Amana Colonies. It would tie a major tourism destination into a major urban area, and that has the potential to be a delegation priority. The Linn County trail system would be more localized, but the Amana Colonies trail system could be a destination. U.S. Representative Iowa 3rd District Leonard Boswell has been in some conversations about this topic, but not very many. Rettig said she thinks this would be a good project to bring up.

Stutsman said she thinks less is more in terms of legislative priorities. The Congress people always want each entity to come with priorities, but coming with too many can send the wrong impression that the entity just wants everything. Sullivan said they want

each entity to come in with one good priority. He said Neuzil made a good case several years ago when the two of them went on the Chamber Washington, D.C. trip. Neuzil emphasized the fact that the Mehaffey Bridge project goes from U.S. Army Corps of Engineers (Corps) ground to Corps ground. Any kind of trail alongside Mehaffey Bridge will go from Corps ground to Corps ground. Sullivan said the issue is getting the Federal officials to understand that they have a role in the project; the bridge cuts across Corps land. Rettig said one of the reasons the bridge is so expensive is because of the Coralville Reservoir (Reservoir), and the Federal government created the Reservoir. That is what makes the Mehaffey Bridge a \$4 million bridge. Stutsman said the Federal government created this issue. Sullivan said the Corps manages the area to such a level that the County has to build the bridge differently.

Rettig said the fact that the Mehaffey Bridge is going over the top of the Federal government's reservoir is a good argument, and that is why the bridge costs more than a normal bridge. Rettig said she is speaking about the road portion of the bridge and not the pedestrian side. Sullivan said he has talked to Harney at length about this issue. Part of the reason Mehaffey Bridge needs to be replaced is due to the way the Corps has managed the Reservoir. There has been water on the deck of the bridge, and that is not supposed to ever happen. The Corps would probably argue that they could not have prevented that from happening. The point is that the County needs to raise the deck, if possible. Harney said he does not think the raised deck is included in the current cost plan for the bridge replacement, so the Board needs to have a discussion with Parker about that.

Rettig said the County will support the Chamber with their Amtrak priority. The County's main priority will be Mehaffey Bridge. She asked if the Amana Colonies trail will be considered. Stutsman said yes. Harney asked if the Trail Advisory Committee (TAC) can put a package together on that topic. Rettig said yes. She asked if Harney leaves on February 6, 2011, for the Chamber Washington, D.C. trip. Harney said yes. Rettig said she is going to the National Association of Counties (NACo) 2011 Legislative Conference, so she will be in Washington, D.C. in March 2011, and she can do some follow up on these topics. She said she will get information from Trails and Conservation about the trail to the Amana Colonies. Harney said legislators usually like to see a nice map of where the trail is going to and from. Rettig said Conservation Director Harry Graves has that map.

Harney asked if Neuzil has information from the last time the Mehaffey Bridge priority was presented at the Chamber Washington, D.C. trip. Neuzil said yes. Harney said he might have this information, but there may be changes. Neuzil said he is sure there are changes, but the County did not go on the Chamber Washington, D.C. trip in 2010. Rettig asked if Neuzil presented the Amana Colonies trail priority two years ago. Neuzil said no; he did the Mehaffey Bridge priority. The Board was planning on doing it again in 2010, but the trip was cancelled.

### **Planning for the Joint Cities Meeting**

Johnson said the Board previously discussed doing a presentation on the Community Needs Assessment at the next Joint Cities Meeting. He did not know if someone was going to talk to United Way of Johnson County President and CEO Christine Scheetz about this or if the Board wanted Johnson to talk to her. Neuzil said he can contact Scheetz. Rettig asked what the date of the next Joint Cities Meeting is. Johnson said the meeting is scheduled for February 23, 2011. Rettig asked if the County is hosting it. Johnson confirmed.

Rettig said she wants the County to ask the school district and all of the small towns to attend. She said Johnson County Council of Governments (JCCOG) Executive Director John Yapp has the list of entities. The Joint Cities Meeting is an opportunity to talk with everyone in the county. The City of Iowa City had some concern about space, but most of the entities are not going to show up. However, she wants the entities to know that the group is talking about the issues as a region. The County has JCCOG. If the discussion is just going to be about urban areas, then the meeting does not need to happen at all, because JCCOG could serve that function. Neuzil said JCCOG does not have five Board members attend their meetings. He does not mind inviting the other communities, but he is not sure if all of the other communities need to be at the same table at the same time. There is the potential of having 30 people. Rettig said the Clear Creek Amana Community School District (CCACSD) has never been invited. Neuzil said the CCACSD is a different story. Rettig said the City of Tiffin had also never been invited before. Sullivan said at the last Joint Cities Meeting, the group voted to make sure that CCACSD was invited to the next meeting. Harney confirmed.

Stutsman said part of the problem is that the smaller communities may not see relevance in the Joint Cities Meeting. She does not have a problem with the smaller communities coming, but they will all say that the Board will only talk about Iowa City, Coralville, and Johnson County. The entities will ask what pertains to Hills or Oxford. If the Board is going to invite them to the meeting, then it needs to be worth their time to come. Rettig said if the Board thinks the Community Needs Assessment does not apply to the whole county, then that is fine, but she thinks there are as many poverty issues in the rural areas as in the urban areas. Neuzil said yes, but if the whole organization is going to change, then the whole organization needs to be a part of the decision. The decision should not be made solely by the Board. He agreed that if there is a particular item like the Community Needs Assessment under discussion, it is good to invite the mayors of the communities to the meeting. There is nothing wrong with trying to get more people in the audience. Rettig said if it is only going to be a discussion of the urban communities, then the Joint Cities Meetings might as well not happen, and the task can be left with JCCOG. Neuzil said he thinks the Joint Cities Meetings are still worthwhile. Rettig said she thinks the CCACSD has value in the community.

Sullivan said the whole reason for the Joint Cities Meetings was because JCCOG focused only on the issues that the group must address, such as transportation between the communities. There were other issues that JCCOG did not want to bring up because they were controversial. However, policy makers saw a need for more discussion. Unfortunately, the discussion has not been as thorough as it could be. From his

experience of going to a couple of the Joint Cities Meetings, the County presents five issues and no other entity presents more than one. Stutsman said there is never any discussion. The meetings all consist of the Board telling the entities what the County is doing with the Jail or some other topic. Rettig said there is no give and take, so the meetings are not really working. Stutsman said there must be participants who are willing to respond. Most people do not want to get into a long discussion about a controversial issue. The meeting is often based on communication and informing each other of what projects are being pursued. Stutsman said she is unsure about the Joint Cities Meetings unless everyone attending sees the relevance of the meetings.

Sullivan said the Board has a Strategic Plan and has identified some things to try to work on. It might be interesting to highlight the Strategic Plan for the other entities, and the Board can ask the other entities if they have their own plans or priorities to highlight. The entities could present the three top things they are planning to do in FY12. The entity may not have a formal document, but they could at least lay out the general plan for everyone.

Stutsman said it is interesting how many times the Board has tried to get everyone at the same table. Neuzil said the other entities' jobs are different than the Board's, and that needs to be taken into consideration. Stutsman said she is thinking of the Community Leadership Group, which fell by the wayside. The County always showed up to the meetings, but hardly anyone else attended. Neuzil said they could not get the mayors to attend. Sullivan said North Liberty Mayor Tom Salm had to work 40 hours per week, and he had to drive an hour each way from home to work. All of that, in addition to being the mayor for a booming community, is a huge demand on a person's time. Neuzil said yes, for what the mayors are paid. Stutsman said the Joint Cities Meeting should maybe happen with the city managers instead. Neuzil said that is a different perspective. Sullivan said Stutsman mentioned that at a previous meeting, and it might not be a bad idea. The city managers already have a meeting, so maybe they should be invited to join the Joint Cities Meeting.

Rettig said the Board could ask to be included in one of the city managers' meetings. She said she was intrigued by the Joint Cities Meetings that she has attended; mayors just turn to their administrators to clarify what is being discussed. Harney said that was going to be his comment; it seems like the council persons are reluctant to commit on anything. The mayors just give a report and then leave. Neuzil said the Joint Cities Meetings are about public relations. Rettig said she does not have a problem with that, but if that is the case, then the entities need to embrace that. There will be an informal discussion time, a reception, or food, and those things just make people mingle and spend time together. It is valuable for people to mingle with others that they do not normally see.

Stutsman said the League of Women Voters of Johnson County had a reception. It was very relaxed, and everyone went around the room and learned about each other. Rettig said it was a round robin, and everyone spoke about what was on their mind and what they were working on. If that is the purpose of the Joint Cities Meeting, then it needs to be embraced. It should not just be the Board talking. Neuzil said that should be

brought up as an agenda item at the Joint Cities Meeting. It is the Board's idea, but it is a meeting composed of many other entities that should also buy into the idea. Rettig said the Board can suggest it as an agenda item. With the current system, all entities are supposed to submit agenda items, but the Board is the only entity that does so. The Board can suggest this agenda item; they want a round robin report from everyone to discuss what they are working on.

Stutsman said the League of Women Voters of Johnson County would like the Joint Cities Meeting attendees to be almost a decision making body. For example, the Joint Emergency Communications Center (JECC) and its associated issues would have been addressed by the Joint Cities. However, the other entities do not want to do it that way. They do not want to put much energy into the Joint Cities Meetings. The entities want to get in and out. Harney said the JECC really fell under JCCOG, and each entity has representation there. Stutsman said no; she is talking about dealing with the other issues. She said the Board should have the JECC on the Joint Cities Meeting agenda to ask if the entities have read the Board's letter and responded. Sullivan asked if there have been any responses. Rettig said the City of North Liberty had it on the agenda for the week prior, but she does not know what happened. Stutsman said that was the only entity she has heard about. Sullivan said he is referring to the Cities. Neuzil said the Emergency Management Agency (EMA) Board talked a little about the letter. Sullivan said yes; that happened right away.

Johnson said he can add an item to the agenda of the Joint Cities Meeting that would address the format of future meetings. He asked if one Supervisor wants to take the lead on talking about that topic. Neuzil said Johnson can maybe generate a list of topics, and Board members can then sign up for a certain topic. He said he can cover any agenda item. Stutsman asked what else was on the agenda for the Joint Cities Meeting. Johnson said the Community Needs Assessment is definitely on the agenda, but he has to find his notes to remember the rest of the topics. Rettig said another agenda item should be about round robin updates. Johnson said yes, he will include something about the format. Rettig said no; the Board should just make round robin updates an agenda item for the upcoming Joint Cities Meeting. Neuzil asked if Rettig is suggesting doing a round robin discussion instead of covering agenda items. Rettig said there could still be agenda items, but the round robin should be one of them. It would be a round robin updates on what each entity has been working on. Stutsman asked if it should be more formalized. For example, each entity could present three projects they are working on. Sullivan said he would like to know if the other entities have priorities, and if so, what those priorities are. The entities may not have any official priorities, but they could talk about two things that are being done in FY12.

Johnson said he would like to go back to the invitation requests. In past practice, the host has sent out invitations to the County, City of North Liberty, City of Coralville, Iowa City Community School District, and City of Iowa City. Stutsman asked if the City of Tiffin was invited the last time. Johnson said yes. The entities would be asked for agenda items in order to collate the agenda. If the City of Tiffin and CCACSD are added, then he will send an invitation to them. He asked if the Board would like invitations to

go to all of the small towns, as well. Stutsman said she agrees with Neuzil that the decision of changing the meeting format needs to come from the attendees of the Joint Cities Meeting. Neuzil said he does not mind inviting the small towns so that they are informed of the meeting. However, if this Joint Cities Meeting is going to become a significantly larger gathering, then there should be buy-in from the group first. Sullivan said he thinks both the mayor and the city administrator of the smaller towns need to be invited. Rettig said the City of Solon is the one smaller community that would probably have an interest in the Joint Cities Meetings, because that city has an administrator. The City of Solon has very similar problems as the City of Tiffin. Sullivan said there is the potential for a clerk from one of the communities to attend.

Rettig said she does not think the small communities will attend, but it was a problem that the representative from the City of Tiffin did not know what was being talked about at a previous Joint Cities Meeting. Neuzil said if Scheetz can come to the Joint Cities Meeting, then the entities could be informed that a representative from the United Way of Johnson County will be present for discussion, and it may be worthwhile for someone attend and learn more about the Community Needs Assessment. Rettig said yes; the smaller communities are not asked for agenda updates. Instead, the Board can give them the agenda for the meeting and tell them that they are free to attend. It is a public meeting, so those entities can attend if they want to, but they just do not know about it. Neuzil said it is cordial to at least invite those entities. Harney said the attractor would be the Community Needs Assessment report and discussion. Neuzil said he has a feeling that some of those communities do not know what the Community Needs Assessment is.

Johnson asked for confirmation that in the past, food has not been provided at the Joint Cities Meetings. Rettig said the City of Iowa City had cookies, and the City of North Liberty had little notepads, so she bought a box of notepads for the Joint Cities Meeting. The Joint Cities Meeting is scheduled for 4:30 p.m. Neuzil said it is not unreasonable to have cookies, coffee, and water; the County is hosting an event. He said they can also hand out maps. Rettig agreed, but the new maps are not out yet. Neuzil said there are old maps to use up.

### **Plans for Ambulance/Medical Examiner Facility Including Future Uses of CarQuest Site and Current Ambulance Building**

Neuzil said he has briefly given some of the Board members a little bit of an update about this topic. The Space Needs Committee (Committee) wanted to have a better plan in place and ready to go, but the first review was sent back to the drawing board because the Committee did not like the cost associated with it. He said he and Kempf can go through a little bit of it. Kempf said Neumann Monson Architects originally looked at building an all-inclusive facility on the CarQuest site. The facility would include Ambulance, Medical Examiner, and additional storage space for the Auditor's Office and space for Physical Plant shops. Neuzil said over the estimate for that facility was slightly more than \$5 million. Kempf said the estimated cost was a complete shock to the Committee. The cost just kept growing, so the Committee talked about how to bring the number back into the original range of \$2.5 million to \$3 million.

Kempf said one of the ideas was to pull the Medical Examiner function out and have the facility be just for Ambulance, storage, and a shop area. They looked at converting the existing Ambulance building into a Medical Examiner facility for five to ten years of use, after which the property would be sold. Doing this would enable the County to split the project into two or three projects, and it would also allow the County to do some bonding. He said Hensch expressed a concern that not all of his needs were addressed or being met. Kempf said he met with Hensch, Neumann Monson Principal Architect Dwight Dobberstein, and Neumann Monson Architect Brian Warthen to go over Hensch's needs and make sure everything was covered. The group looked at the facility from two points of view. One point of view included the Medical Examiner in the new building. The other point of view included a renovation of the existing Ambulance site.

Kempf said Hensch has a list of specialized equipment he is looking for in a facility, and this includes items like a large cooler. Kempf said he asked Neumann Monson Architects to look at the possibility of reusing this equipment if it was originally placed in the renovated Ambulance building but then relocated at some point in the future. Rettig said the Committee has seen this list and has seen the plan. Every time the Committee changes their mind, they are paying Neumann Monson Architects. However, the problem is that the Board has never seen anything, talked about anything, or given any direction. Neuzil said the Committee has seen one proposal. Rettig said there was direction given to Neumann Monson Architects to design the proposal, and that cost the County money. Neuzil said the direction came from the Board. Rettig said the Board did not give direction for that design. She wants to know what that design cost, because someone gave Neumann Monson Architects direction to design a building that has three separate entrances. She is not interested in that design at all.

Neuzil said he wants to know what the role of a committee is. Rettig said the role of a committee is not to make decisions and spend money. Stutsman said the role of a committee is to make recommendations. Neuzil said yes; that is what he thought, and that is why the Board is currently having this discussion. Rettig said she did not know the Committee had the power to design the building and spend money on the design without getting any direction. Harney said he thinks Rettig is wrong. Neuzil asked where Rettig's comment came from. Harney said the Committee did not give Neumann Monson Architects direction to design a building. The direction was to have Neumann Monson Architects produce a sketch for what they thought would work in a facility. Neumann Monson Architects came up with this first sketch, and he does not agree with it. Rettig asked what the County paid for the sketch; someone authorized the Committee to spend money.

Kempf said a building has not been designed yet. The current stage of the process is a far from the actual design. The group is currently trying to figure out how to make a facility fit on a particular site. The Board did approve money to go toward design work for a new Ambulance facility on the CarQuest property. This was part of the money set aside for the west side Ambulance location design work and purchase of the houses. The Committee is trying to come up with a workable plan, but they have not seen one yet.

Rettig said every time Neumann Monson Architects attends a meeting, gives a sketch, and answers a question, the County pays for it. Kempf agreed. Rettig said she thinks there should have been more buy-in along the way, because there has been none. The only reason she has even seen a sketch at this point is because she saw it at Ambulance. The problem is that the Committee has become the decision maker instead of a recommendation provider. Neuzil said the Committee has not made a decision yet. Rettig said what the Committee did cost the County money. Neuzil asked Rettig what she wants every committee to do. He asked if every committee should run everything by Rettig before taking any action. Rettig said she does not want a committee to spend money on a design that may not have buy-in. She asked how much Neumann Monson Architects have been paid so far. Kempf said he does not know.

Neuzil said he does not think the County can have a Space Needs Committee anymore. He asked what a committee can do if everything needs to be run by Rettig first. Rettig said she does not think the Committee should have spent all of the money, and she does not think Neumann Monson Architects should be attending the Committee's meetings. The County is being billed when Neumann Monson Architects attend Committee meetings. Neuzil said the first meeting Neumann Monson Architects attended was two weeks ago, and that is all that has been done. Kempf said he would like to clarify why Neumann Monson Architects came to that meeting. Rettig said the County is paying money every time Neumann Monson Architects is contacted, comes to a meeting, and provides a sketch. Kempf said yes. In one form or another, the County is paying for it.

Kempf said the reason Neumann Monson Architects came to the Committee meeting is because every time he would meet with Ambulance, the Committee, or Hensch, people would change their minds and want something different. It was suggested for Neumann Monson Architects to come to a meeting. By doing this, Kempf does not have to go back to Neumann Monson Architects ten different times to communicate the changes. It costs the County a little bit of money each time he has to get in touch with Neumann Monson Architects. The only way for him to get some type of buy-in from the Committee was to bring Neumann Monson Architects to the table so that everyone would have an opportunity to express their needs. At that meeting, Hensch felt that his needs were not being met, and that opened up another conversation that needed to take place. Kempf said he scheduled a meeting with Neumann Monson Architects, but the only way for the architects to get the information they needed was to sit down with Hensch. This is all a process.

Kempf said the Committee is trying to get to a point where are able to make a recommendation for something that makes sense. As it was presented, the sketch from Neumann Monson Architects did not make sense to him. The Committee talked about consolidating services, such as having one receptionist to serve multiple functions. The sketch did not provide that. The Committee is trying to find a way to work toward that goal and make it happen.

Harney said Neumann Monson Architects is a great firm, but the County has always had the same problem with them and he does not know why. The County went to another individual for the HHS Building, and that individual bent over backwards. Neumann Monson Architects is asking for about half of what it cost to build the HHS Building, but the building they are designing is much smaller in terms of square footage. He understands there are some extenuating circumstances, such as residential areas, but the cost of the facility should not be that high. Kempf agreed. He said he has not had the opportunity to do what the County did at the Secondary Roads and SEATS facility. In that instance, he looked at the finishes the architects were proposing because the costs are too high. The County will start drawing the cost number back when he does this with Neumann Monson Architects, but he has not yet gotten to that point in the process.

Rettig said someone gave Neumann Monson Architects the direction to produce a sketch that has three separate entrances, four bathrooms, three separate conference rooms, and three separate receptionists. It is designed as three separate buildings. The direction to spend money on that idea should have been the consideration of the Board. She thinks the design plan is faulty, because the only reason she is interested in a new building is to consolidate services. Neuzil said the Board and the Committee did ask to see if the new facility could be two projects. All the Committee has done is receive a concept of blocks of space, and the Committee did not like what they received. That was done two or three weeks ago. On an internal level, Spenler, Kempf, and Hensch have met with Neumann Monson Architects. Neumann Monson Architects must be able to talk to those people. Neumann Monson Architects will charge money when they talk to those people, but he does not know how the architects are supposed to read people's minds. The reason the topic is on the Board's agenda is because the Committee got the concept plan, did not like it, and wants more Board input about what they would like to have in the building concept.

Rettig asked which Board members have actually seen the design. Stutsman said she has not seen it. Rettig said she saw the design for 30 seconds. She asked Sullivan if he has seen it. Sullivan said no. Rettig said that is her point. She asked how the Board is expected to give input on the project when the related information is not shared with them. She asked if Neuzil brought this information in. Neuzil said all the Committee has received is the concept from Neumann Monson Architects. The Committee said the \$5 million cost estimate is too much, so they need to come up with something else. Now, the Committee is coming to the Board. If the Board wants to see something in the garbage, then he can pull it out.

Sullivan said creative tension can occur in the design of a new facility. It happened at the HHS Building when MH/DS Director Kris Artley, Correia and Public Health Director Douglas Beardsley told Kempf what they thought they needed. The Board looked at what they said and told Kempf to back off on some of the needs. At some point, the Board needs to sit down with the three department heads and the County Auditor to find out what the department heads need in a perfect world versus what the Board is willing to pay for.

Neuzil said he is hearing that the Committee should no longer do the work on this facility and that it is really the job of a Board committee. The Committee finally got something on paper, and they did not like it. From now on, the Ambulance and Medical Examiner facility issue is not going to be decided by the Committee. He is not interested in having the Committee do this, because there is no reason to have a committee work on something when all five Supervisors want to be a part of every bit of the decision making. Rettig said she does not think committees are empowered to make decisions; committees are empowered to make recommendations. Neuzil asked how a committee can make a recommendation if it cannot make any kind of decision whatsoever. Rettig said someone decided to sketch a design with four bathrooms, three entrances, three conference rooms, and three receptionists. Kempf said yes; Neumann Monson Architects created that sketch, and the Committee rejected it. Neuzil agreed.

Stutsman asked where Neumann Monson Architects got the direction to create a sketch that looked like it did. She does not know at what point the project ballooned into a Medical Examiner project. She thought the County had space for the Medical Examiner, so her main focus was to get space for Ambulance. This is turning into a similar situation as the Jail project where extra things keep getting added. Before long, the project is estimated to cost \$5 million, and she thought the County was originally focusing on a \$1 million or a \$2 million project. Neuzil said the Medical Examiner was a part of the decision. The current location of the Medical Examiner was meant to be temporary until another location was found. That was decided more than two years ago. Harney said the Board has to give direction on what should be in the building. There is too much confusion on this. The project grew from an Ambulance facility, to an Ambulance and Medical Examiner facility, to an Ambulance, Medical Examiner, and storage facility. He thinks an Ambulance facility should include the Medical Examiner. The uses by Secondary Roads and the Auditor's Office can be retrofitted into the existing Ambulance facility for a long term or temporary location. The existing facility can be added on to, or some changes can be made for storage. The CarQuest lot would be the proper place for the Ambulance and Medical Examiner, and the design should have shared common space, bathrooms, and reception.

Neuzil said it seems that the Committee is no longer going to have this facility on its agenda. The Board needs to have a Work Session with Neumann Monson Architects, Ambulance, and Medical Examiner. Rettig said she does not want Neumann Monson Architects in the room because she does not want to pay for it. Neuzil asked how Neumann Monson Architects are supposed to know what the Board wants if they are not invited to be a part of the conversation. Rettig said the Board has to decide on some direction before starting to pay someone to design the facility; that is the problem. The design was put in the budget, and there has been no communication back to the Board. The Board needs to determine who is in favor of consolidating all of the operations, having land available for sale, and putting this back on the tax rolls. The Board needs to determine who wants the facility to be one project with a central entrance. These are directional decisions that should be made before the design firm is brought in the room, because there is no direction to give before that point. Stutsman said the Board needs to have a very frank conversation with the Medical Examiner about what the Board wants.

She said she does not know if the County is going to be able to afford the Medical Examiner much longer. If the Board moves forward with the Medical Examiner's requests for space and equipment, then the department will be similar to what exists in New York City. Stutsman asked if that is really necessary in Johnson County.

Neuzil said the Board needs to set up a Work Session, without any input from a consultant, to discuss what the Board wants to include inside a potential building that may or may not be built. He has never heard of a committee that is not allowed to give input. Stutsman said years ago, the Space Needs Committee prioritized the County's space needs. They brought that information to the Board to show what the County needs to focus on. The Space Needs Committee would determine what the needs were by talking to the individual department heads. She said the Committee may need to go back to that model. Kempf said he thought that was the model the Committee did use to determine to move forward with the Ambulance plan. There needs to be an understanding among the interested parties on the expectations of the Board in terms of the need for the Ambulance and Medical Examiner to consolidate services. That has been less than easy to accomplish thus far.

Stutsman asked Kempf to explain what he means. Kempf said there needs to be a conversation between Medical Examiner and Ambulance on what services and space can be shared and what has to be separate. He said Spenler has been very cooperative in his willingness to consolidate and share storage space. However, there is no willingness to bend or give on the part of the Medical Examiner. Kempf said the Medical Examiner feels that everything needs to be separated and kept apart, and Hensch has many good arguments to support this. Stutsman agreed and said Hensch is an excellent department head. Kempf said he does not specialize in either service, but someone needs to step up and look at a way to combine the services. Until Hensch is given that direction, Kempf does not know if that will happen. The Physical Plant shops and Auditor's Office storage space is being included in the project to replace what is currently being used in the existing CarQuest building, and that space can be located anywhere.

Sullivan said the County has adequate facilities for the Auditor's Office storage space. The County needs a couple of garage bays, a cooler, and a little more living space for Ambulance. Other than that, most of the space exists. The question is whether it is cheaper and better in the long run to build a building and incorporate all the services to try to gain some efficiencies or to use what exists and just add some more space somewhere. If a new building is built, there will be some land the County can sell. If the existing facilities are used, there are some existing inefficiencies. Sullivan said he needs to see some numbers before making a decision.

Neuzil said the direction from the Board was that this was supposed to be two projects and two buildings, and there would be two potential bondings for it. Rettig asked at what meeting the Board gave that direction. Neuzil asked if anyone remembers talking about bonding for the facility with two bonds. Sullivan said he remembers talking about this topic. Neuzil said having two bonds means there are two projects. Sullivan said what the Board did with Conservation worked out well; the County was

able to separate the garage and rest of the building. It made a lot of sense from a financial standpoint. It could make sense with this Ambulance and Medical Examiner project, but he does not know because he needs to see more numbers. Neuzil said everyone needs to see more numbers, and that is why the Committee wanted to bring the project to the Board to see what the Board members think. Rettig said the Committee has not brought anything to the Board; the Board does not have anything. Neuzil said the Committee does not have anything, either.

Rettig said the last time the Board discussed the Ambulance and Medical Examiner project in a Board meeting was when they approved the budget. The Committee is making independent decisions, and the same is true for what is out for bid. Neuzil asked Rettig to tell him one thing the Committee has done to make a decision. Rettig said the Committee brought forward the idea of putting the extra garage spaces out to bid, but the Board did not actually sign off on it. Neuzil asked what Rettig is talking about. The Committee has not done one thing yet. The Committee is just now having Hensch, Spenler, and Kempf meet with the architect to try to find a way to incorporate the uses into a building. That is all the Committee has done; they have not made decisions. Rettig said Neuzil just asked what the point of a committee is, other than to make decisions. She said the point of a committee is not to make decisions; it is to make recommendations.

Neuzil said the Committee is just getting information. Rettig said there is some work out for bid that the Committee made the decision on. Neuzil said the Board made the decision. Rettig said the Supervisors did not have any discussion except to talk about whether they wanted to do any of the projects. These are off-budget projects. There is \$660,000 worth of projects out to bid that are off budget, and the Board did not have a discussion on those. Neuzil asked if Rettig is now blaming the Committee for the off budget projects. He said the Board has to get a better feel of what the responsibilities of the Committee are. Harney asked what project Rettig is talking about that is out for bid. Stutsman said Rettig is referring to the Jail. Rettig said Secondary Roads is another project that is out for bid. Neuzil said the Committee did not do any of that. Kempf said neither project is out for bid yet. He said that will be discussed during the meeting scheduled for January 20, 2011.

Kempf said he can understand Rettig's stance. He said she is referring to the west side Ambulance satellite location. The two additional bays came about because the ambulances were originally going to be put in the two bays. The County decided that it was more cost effective to move the bays to the other end of the building for plumbing and other reasons, but Kempf left the bays in the design because the additional space was needed. When the building was originally built, the building size was cut. There is now an opportunity to add a couple of bays. The Board has the opportunity to say no to the bays, and they can still do the south end of the building where the ambulance is located. That is why the project is divided up the way it is. The money was not budgeted for the additional bays, so there is a question of whether the need is great enough to do the project off budget. The budget would then be amended. The County could also do this at a later date, but the prices may be good enough for the County to move forward with

the project now. Harney said those items were decided by the Board and not by the Committee. Neuzil said the Committee has not had any of those issues on its agenda; that is something Kempf has discussed with the Board each month.

Kempf said the Sheriff's Office project was done using money that the County started to set aside because the control room staff was moving out. The County wanted to find the best possible way to reclaim that space, and he thinks they have done that. In the course of doing that, the Sheriff found additional things that he would like to be done in the space. These items caused the project to grow in scope. Kempf said he had the Sheriff's Office break the project out into amendments in order to bring it back in line with the Board's original charge of reclaiming the control room space.

Rettig said the only item on the current agenda is the Ambulance and Medical Examiner facility and future uses of the CarQuest lot. Her point is that the Board budgeted to do some research, but there has been no communication back from the Committee asking the Board for direction. The Committee has not asked the Supervisors whether they want to reutilize the facility, consolidate it, do it in two projects, or have four bathrooms and three entrances. The Committee should have come to the Board in the last six months that it has been in the budget to provide some input before paying a design firm to begin designing. Kempf said he can take a large part of that responsibility, because he was under the assumption that the Committee had that direction. The Committee did the area analysis, and it looked at the Armory property, the old Public Health building, the existing Ambulance site, and the CarQuest site to determine the best location. The CarQuest site is the only location that was not in the 100 year or 500 year flood plain.

Rettig said the Committee had direction to talk about an Ambulance building at the CarQuest location. She does not recall a time when the Board did not want to reutilize the existing Ambulance building. She does not recall a time when the Board wanted a \$5 million project. Kempf said no; the Board did not want a \$5 million project. Neuzil said the Committee did not want that, either, and that is the point he is trying to make. The Committee got the information only three weeks ago.

Rettig said instead of arguing, the Neuzil and Kempf could ask for input. However, they did not bring anything to the Board to get input on, so she does not understand the point of putting the topic on the agenda. Kempf said he is sorry; he came to the Board meeting straight from the hospital, and he did not have a chance to bring the materials. The Committee rejected the only plan they received. Neuzil said the Committee thought the plan was not worthy of bringing to the Board as a recommendation. The recommendation or decision made by the Committee was that the first sketch was far too expensive. The Board is now criticizing the Committee members for even bringing the topic to the Board.

Harney said he does not think the Board is going to make any progress with this agenda item, so he thinks they will need to have a Work Session on what needs to be included in the project and how the Board wants to move forward. Neuzil said the

Ambulance and Medical Examiner facility is not going to be on the Committee's agendas anymore. Sullivan said he is assuming Kempf got some kind of information from Spenler and Hensch to quantify the project into rough square footage needed for garage and office space. It would be helpful if the Board had that information available when Spenler and Hensch come to the Board. Neuzil agreed. Sullivan said he has a lot of questions. The issue is a big puzzle in terms of what the County should replace as opposed to build new. It may be beneficial to know what Cook Appraisal LLC Founder and Representative Kyran "Casey" Cook thinks the Ambulance building and Fischer Building are worth. Neuzil said those are valuable things that he thought the Committee could generate. However, any conversation between any outside consultant and anyone at the County is now cut off until the Board has a Work Session.

Harney asked who should be included in a Work Session. He said the Board and Kempf should be there. Kempf said he thinks Hensch and Spenler need to be present. He can give the Board a comprehensive list of areas and items that have been requested by Ambulance and Medical Examiner, and he can do this before the Work Session. Sullivan said he is not trying to create a lot of work for Kempf, but it would be nice to know what those departments have now in comparison to what they have requested. Stutsman said it would also be nice to know why the departments need the items they have requested. Sullivan said yes; the Board can then put those people on the spot to explain why those items are needed. Neuzil asked if the Board can go through the list again so that they know what is going to be included in the Work Session and what information is expected from staff.

Stutsman said the list includes the space needs that have been determined by the Ambulance Director and the Medical Examiner, and the reasons for those requests. Another item includes the needs of the Auditor's Office and the Physical Plant. Sullivan said the requests will be compared with what the departments currently have. Neuzil said in past practice, he does not remember ever doing this with any other project. Stutsman said the Board did it with the HHS Building. Neuzil said no; they did not have this kind of micromanaging. Kempf said he and Novak Design Group Architect Jim Novak did the space needs analysis. He and Novak did the evaluation of what the departments current have, what their space wants were, and what their space needs were. Kempf said the department heads were not asked what size of offices they wanted or needed. Instead, the department heads were asked what they did, and Novak and Kempf then determined what size the offices needed to be. Neuzil said the Board did not tell Kempf to do that beforehand; this project is being treated differently. Kempf said he brought the plan regarding amount of space and number of offices forward to the Board.

Sullivan said there were some issues with that plan. Novak's original plan had cubicles, but the departments lobbied to say that hard walls were needed. Neuzil asked how much buy-in the Board had before Novak was involved. He said he is trying to come up with a comparison between that and what Dobberstein has been doing. Rettig said she would like to know how much money has been spent so far on what has been described as a worthless plan that is now in the garbage. She would like a hard figure. Kempf said he can get that number. It was a non-workable plan, but not everything was

worthless. Rettig said Neuzil told the Board it was a non-workable plan that was in the garbage, so she wants to know how much was spent on it. Neuzil said he can take the plan out of the garbage if she wants to see it. He said one Supervisor seems to want to micromanage every single committee in the County. Rettig said if this project has three entrances, four bathrooms, three receptionists, three conference centers, and a price of \$5.5 million, then someone had better start micromanaging. That is utterly ridiculous. Neuzil said that is why the Committee rejected that plan. Harney said that is not a proposal; it was a plan drawn up by Neumann Monson Architects, and it was rejected. Rettig said the County paid for it, and she wants to know how much it cost. Harney said there was a sketch, and the Committee decided it was not workable.

Harney said for the Work Session, the Board needs to know the needs of Ambulance, Medical Examiner, the Auditor's Office, and the Physical Plant. Neuzil said the departments have the information already, but the information could possibly be broken into three year needs versus ten year needs. Some of the things Hensch has been suggesting could be implemented ten to 20 years from now. Sullivan said he would like to know what the departments have currently. The County could build a garage that the Medical Examiner could put a vehicle in, and they could use the offices they currently have. The County does not necessarily have to build those offices, and that is one of many things that can be discussed. He said Kempf and the Auditor's Office are comfortable right now in the existing facility. The Board needs to decide whether it is worth tearing down the CarQuest building. The better suggestion may be to attach a couple of bays onto the current Ambulance building. He said the Board does not know the numbers.

Stutsman said she does not think the Board knows the needs of Ambulance. Ambulance has needed more training space for a long time. They also have many computers. Neuzil said Spenler has laid that all out. Kempf said Spenler has done a very good job of laying out all of that information, and he has taken into consideration that there is meeting room space available in the existing Ambulance building. He said Spenler and Assistant Ambulance Director Dave Dvorsky have done a pretty good job of that. He said he can get that information to the Board. It is important for the department heads to understand the expectations of the Board in terms of shared services and shared spaces. Sullivan said the Board has obviously not communicated that clearly enough.

Stutsman asked if it is a given that Neumann Monson Architects will do the final draft of the project since that firm has been so involved. She asked if the project will go out for requests for proposal (RFPs). Kempf said it could go either direction. He said he can determine the amount that has been spent on the project to date for Rettig. Neuzil said he would like Kempf to show Rettig what those dollars have been put toward. For example, it can depict the meetings staff has had. The Committee just saw the sketch for the first time. Harney said he would like to have information about the firm's percentage of profit on the design of a building. He has heard the percent profit has gone back up to the 7% or 8% that is was before. Kempf said no; it has come down to the 7% or 8%. Harney said he has heard the percentage went back up. Kempf said he has not seen that

number go up very much. The percentage is currently at 7.5% for the last couple of projects.

Sullivan said the Board can get some preliminary information from Iowa City City Assessor Dennis Baldrige, but he is curious about the assessed value of all three lots in question. Kempf said the assessment on the former Public Health building came back in the prior week, and it was higher than he expected. Sullivan said he is curious about the Physical Plant shop building, the Fischer lot, and the Ambulance building. Stutsman asked why. Sullivan said he wants to compare these financially. If there is a lot that is worth \$10 million and a lot that is worth \$2 million, it might make more sense to use one or the other. Kempf said he does not think the County has a lot worth either of those amounts. Sullivan and Harney agreed.

Rettig said it would be important to determine whether it is more valuable to combine the Ambulance and the Fischer properties and sell them as one parcel, or to consolidate into one lot to put back on the tax rolls. Sullivan said if that property ends up being the valuable lot, then the County may be better off consolidating the services in another area. It is possible that the lots are both of low enough value that it does not matter. Harney said another option would be to redesign both properties and have room for expansion. Neuzil said if that is the case, then the Board should not have made the decision to build a new facility at the CarQuest site. The Board made that decision, not the Committee. Stutsman said the Board has not made a decision about the stage of the process for the facility. Harney said the Board will work through this during the next Work Session.

Neuzil said the Committee was in charge of identifying a location. It has not been the charge of the Committee to determine the design, size, and scope of the facility. The only thing the Committee has done is to have Kempf meet with Spenler, Hensch, and Dobberstein. Kempf brought the information back to the Committee, and they determined that the information needs to go in front of the Board. He emphasized that that is all that has happened thus far, and that is why the Board is discussing the topic.

### **Parking for Elected Officials and Department Heads**

Neuzil said the Board was interested in having signage and designated spots for both elected officials and department heads of the Administration Building in the new parking lot. The Board would like to have some sort of signage up when the lot is opened, even if there is just a cone in the lot to establish boundaries. Kempf said he can come up with something temporary and he may be able to use the backhoe to put some signs in.

Stutsman said the current agenda item is referring to designating the first row in the parking lot for elected officials and department heads. Sullivan said no; the Board had talked about everyone being inside the gated lot. Stutsman agreed that the Board discussed this. Harney said there was some thought that he, Stutsman, and Kriz could park at the far end of the Administration Building parking lot for a flat monthly rate. Neuzil said he is interested in employees using the new employee parking lot and leaving the lot in front of the Administration Building for the public's use. An exception would

be if there is a designated handicap sticker that would allow an employee to park closer to the building. He said the Board had also talked about allowing the department heads in the HHS Building to have some signage.

Sullivan said he does not think there is a need to have specific parking for elected officials or department heads. He has been at the County for six years and has never had any designated spot. He has to come and go from the building a lot, and occasionally he needs to park somewhere else, but it can be done and is not a big deal. He said he thinks he is outvoted in his opinion. The Board just needs to make a decision and move forward with it. The Board cannot go back and forth; Kempf has to know. Kempf said he needs the Board's direction about which areas to designate.

Neuzil said his biggest concern is that he has back-to-back meetings on many days. If he would not have had a parking spot, then he would have been late to the current Board meeting. He would not have been late due to tardiness; the only reason would have been because he was in another meeting for the County. He asked Kempf if it is possible that the employee parking lot on the old Armory property would be so full that he would not be able to park in it. Kempf said no. Neuzil said in that case, he is not very worried about designated parking spots.

Rettig said she would not mind having a whole row of designating parking spots on the west side of the parking lot. She asked Kempf how many parking spots are in that row. Kempf said he thinks there are 13 parking spots in that row, and 12 parking spots would be necessary to accommodate the elected officials and department heads in the Administration Building. Rettig said she does not mind designating that row for those people. She said she does not care if the spots are numbered, but the spots should not have individual names on them. Neuzil agreed that he does not want that. Rettig said that first row of parking spots in the employee parking lot is as close as the spots in the Administration Building parking lot. Kempf agreed. Rettig said if personnel are asked to park in the employee parking lot, then all personnel should be asked to park there. She does not have a problem with designating certain parking spots for elected officials and department heads. However, if this is done in the employee parking lot near the Administration Building, then there should also be designated parking spots for the HHS Building department heads in the nearby parking ramp.

Stutsman said she does not want to change her current parking spot; she has parked in the same place for 16 years in the Administration Building parking lot. She feels that she has earned that spot; she spends a lot of time at the Administration Building and spends a lot of time away on County business. If someone wants to challenge her on why she gets a parking spot, then she will be more than willing to talk to that person. She said she wants a designated place. She wants to know that she will have a spot when she comes to work, and she is not interested wasting time driving around a parking lot. Stutsman said she is willing to pay a flat rate to park in the Administration Building parking lot.

Kempf asked what the Board should tell the other long term County employees that have parked out in front for an extended period of time and who just want to pay a flat

fee to stay there. Stutsman said she does not have a problem with that. Rettig said the Administration Building will not have public parking, then, because everyone will demand to pay a flat fee to park there. Stutsman said no; not that many people will choose to do that. Rettig asked how the winners are going to be picked. She can understand doing this for elected officials, but she does not understand how it can be done for any County staff. The point of building a new parking lot was to lessen the parking problems at key times. Rettig asked why the County built a new lot if they were not going to lessen the parking problems.

Neuzil said there is some potential compromise within the employee parking lot. Elected officials and department heads, or at least the five Supervisors, could save the first spots in the row. This can be done internally; there are only 13 people to work with, and seven of them are elected officials. Rettig said the parking spots can be numbered in the future. Neuzil said his point is that the Board can work this out internally with that group of people.

Rettig said if elected officials want to park in the Administration Building parking lot by using a numbered system and a sign that says reserved, then she does not have a problem with that. However, she does have a problem with allowing other County staff to do this. If the Board does this, they are almost telling staff that whoever argues the most and makes the best point gets a parking spot. The Board should either want the front lot to be public parking or not. She is fine with giving elected officials in the Administration Building the option of parking in the Administration Building parking lot or in the new employee lot. She would choose to park inside the new employee parking lot because she actually wants to set an example of greenhouse gas reduction and attempt to lower her mileage. There are eight elected officials in the building that can be given that choice. If an elected official chooses to park in the front lot, then that person is going to be charged \$25 per month even if the parking spot is not used. If an elected official chooses to park in the new lot, then that person will be able to park in the first row of reserved parking spots and will be metered like everyone else. She does not want to get to the point of allowing the employees who argue their point the best to park in the front lot. If someone has a handicap permit, then that person can park wherever he or she wants. That is something the Board agrees on.

Neuzil said the parking spots located in the new employee parking lot are actually closer to the building than the reserved parking spots in the Administration Building lot. Kempf said the spots are literally within 20 feet of the door, depending on which end of the row a person parks on. Neuzil said Stutsman can have the first parking spot in the first row of the employee parking lot; he does not mind. Rettig agreed, and she does not have a problem with the other eight people making an individual decision on their parking spot. Kempf said he just needs to the department heads' and elected officials' decisions so that he can mark the parking spots. If there are three elected officials that want to pay a flat fee, then he is only going to want to mark three spots in the Administration Building lot as reserved. Stutsman said Kriz goes in and out of the parking lot, and although it may seem trivial, it gets old when a person does it four or five times a day.

Kempf said he would caution opening up the Administration Building parking lot for long term employees. If the Board does this, then no employees will move to the new parking lot, and the public parking will not be increased in the front lot. The ultimate goal was to increase public parking. Sullivan said it is important to remember that everyone in the Administration Building and HHS Building is waiting to see what decisions the Board makes. Employees will have strong opinions no matter what decisions the Board makes. Sullivan said the Supervisors need to be ready to defend whatever decisions they make, and they should think them through. A lot of people are interested in this topic.

Rettig said she agrees with the comment that was sent out. The comment asked why some people pay for parking and others do not. Stutsman said that is another issue the Board needs to address. Rettig said the Board needs to talk about it. Stutsman agreed. Rettig asked why some employees pay for parking and others do not, depending on what building the person works in. Sullivan said that has been discussed at length in both Board and committee forums. If a person works in a place where there is a parking demand, then that person has to pay to park. If a person works in a place where there is no parking demand, then that person does not have to pay. This is consistent with the University of Iowa, the City of Iowa City, and the City of Coralville.

Rettig asked if the Courthouse employees pay to park. Neuzil said some of them do, but the Sheriff's Office employees do not. Sullivan said the Courthouse employees already pay. Rettig said the Sheriff's Office is in a similar parking demand situation. Sullivan said the Parking Committee has said that it is going to tackle the Administration Building parking first. Once that is completed, the Parking Committee will move on to the Sheriff's Office parking. Changes are anticipated for that area. Stutsman said if the Board makes the decision to not charge for parking at the Sheriff's Office, then she will tell every employee that the parking lot is open for anyone that wants to park there. Rettig said anyone can park there and walk to the Administration Building. Neuzil said employees at the Courthouse could also do this.

Rettig asked how much the Courthouse employees pay to park. Neuzil said they pay \$30. Stutsman said they currently pay \$5, but that will change. Kempf said the Parking Committee has identified that as one of the next areas to look at. Rettig said Ambulance employees do not pay anything; they just park in the back. Stutsman said that will change. Kempf said that is another item the Parking Committee is currently discussing. He was asked by the Parking Committee to discuss this with Spenler. Stutsman said the Courthouse employees have paid \$5 for parking all along, and the rest of the County employees have not paid anything until now. Kempf agreed that Courthouse employees have been paying for years. He said the County did charge for Administration Building parking for a long time. The Board dropped that charge about two years ago. Stutsman said she thought it was longer ago than that. Sullivan agreed.

Rettig said the current conversation suggests that the Courthouse, Sheriff's Office, HHS Building, Administration Building, and Ambulance employees are either already

paying, will begin to pay, or will pay a different amount for parking. However, the other County employees would not pay for parking because there is not a parking shortage at other locations. Sullivan and Stutsman agreed. Kempf said the others would be SEATS, Secondary Roads, and Conservation employees. Sullivan said that is consistent with other entities in the area. For example, the University of Iowa employees that work at the Macbride Nature Recreation Area or other outlying areas do not pay to park. The University of Iowa employees that work downtown do pay to park. The City of Iowa City employees that park at the buildings off of Sand Road do not pay to park. Harney said the employees that work at the bus barn do not pay. Sullivan agreed and said the City employees that work downtown do pay to park. It is a demand driven charge. Rettig said that makes sense.

Rettig said she wants the new parking lot to be open, regardless of what the Board does. She said she was hoping it would be open on January 18, 2011. Elected officials should be given the option to park in the back row of the Administration Building parking lot. Kempf said if there are three to five elected officials or department heads that decide they just want to pay a flat fee for parking, then he would like to identify those reserved spaces by going from the north end of the front lot and working south. Rettig said Stutsman does not want to do that because she wants her same spot. Stutsman said she would like to have the second parking spot in the back row as her reserved space.

Rettig said someone needs to survey the other eight elected officials and department heads. She said she would prefer to be in the new employee lot. Sullivan and Neuzil agreed. Stutsman said if she can have a numbered spot that is specifically designated for her, then she will also go to the new employee lot. Kempf said the Board members will go inside the gated area and into a numbered spot in the employee parking lot. Neuzil said that seems reasonable. Harney said department heads will still have the option of parking in the front lot if they want to, and he said he will probably park in the open parking in the new employee lot. Kempf asked if Johnson will send him an email with the number of designated, reserved spots that are needed in front of the Administration Building. The Board discussed where certain department heads may choose to park.

Sullivan said the Board needs to make this reasonable for Kempf. Rettig said the elected officials and seniority should determine the order of the reserved parking spots in the new employee lot. Slockett would have the first spot, and Stutsman would have then next. She asked if Kempf could figure this out. Harney asked if that means the spots will have to change in four years after the next election. Neuzil said yes. Rettig said the places will change unless a person passes up a promotion to a closer spot.

Kempf said he will make the reserved parking area, and hopefully the Board can work out who parks in which spot. Sullivan said there will at least be temporary signs up when the new parking lot opens. Rettig said Kempf can just use cones and rope. Kempf said he will make a couple of sign stands that are similar to how the handicap parking signs are set up. Rettig asked how soon employees can start parking in the new lot. Sullivan said the Board meeting scheduled for January 20, 2011 includes an agenda item

for Harney to sign a letter to employees, and the letter will include timeframes for the new lot. Kempf said his thought was to open the parking lot on January 24, 2011. Rettig said people will be able to park in the lot on January 24, 2011, even though everyone may not know where exactly to park. The cones will be taken down, and the parking lot will be snowplowed. Kempf agreed and said the parking lot will be cleaned up. He will try to have a designated area roped off for elected officials. Harney said Kempf should be able to push a post in with the Bobcat, even though the ground is frozen.

Sullivan asked if the employee parking lot will have eight reserved spots or if there will be spots for department heads. If the department heads are getting reserved spots, he asked if the Board will have to create reserved spots for department heads at the HHS Building. Harney said the Board has already had a request for reserved spots at the HHS Building because of a department head's work hours and the need to come and go. Neuzil asked if there are three department heads in the HHS Building. Sullivan said the department heads at the HHS Building are Schultz, Correia, Beardsley, Artley, Veteran Affairs Director Leo Baier, and Kempf. Kempf said he already has a parking spot. Stutsman said she thinks there should be reserved spots for department heads and elected officials. Rettig said reserved parking spaces in the new employee parking lot will be numbered one through 12. Elected officials would have the closest spots according to seniority, and then department heads will have the next spaces according to seniority. Kempf said the department heads will have a designated parking area, and they can determine which spaces they each want. Rettig said the department heads are not each going to have an assigned number. Kempf said they can have a number, but he is not going to determine who gets what spot. He said he will identify who gets to park in the reserved area.

Harney said he thinks the parking can be simplified with signs. The row of spots just needs to have signs on each edge with arrows that say reserved parking. It is up to the elected officials to decide which parking spot each person wants. He does not necessarily want a specific spot. Rettig said Stutsman has earned a spot and wants to be in the second parking place. A number will just be put on the ground.

Sullivan said he is not convinced that the numbered, reserved parking is going to handle the problem. The Board does not know what is happening with Hensch and Medical Examiner Supervisor Guy Sommers; they both park at a location that is not currently being charged, but the County will soon be charging there. If they move over to the new employee parking lot, then Shramek, Baldrige, County Assessor Bill Greazel, Hensch, and Planning and Zoning Administrator Rick Dvorak will all have reserved spots in the parking lot. That totals five parking spots. Harney said the Board could maybe poll those people to find out where they want to park. Kempf said he will find the space for those people to park. Stutsman said a map could be drawn. Neuzil said the Board can just designate spots for elected officials and be done with this discussion; that sounds a lot easier. Sullivan said it is a lot easier to just have spots for elected officials.

Harney said the only concern is that Artley has asked for reserved parking because of the hours she comes and goes; it is often dark out. That makes sense. Sullivan said everyone wants convenient parking. Rettig said she does not mind giving the department heads assigned positions. Those employees work strange hours, and they come and go a lot for things the Board asks them to do. If a department head wants to have an assigned parking spot, then she does not have a problem with that, but it does not need to be a big deal. The spots should be numbered and assigned according to seniority. Stutsman said it can be done by seniority or by a lottery. Sullivan said it is easier to say everyone has equal parking rights. If the spots are going to be assigned, then it is a lot easier to draw the line at elected officials than at department heads.

Neuzil said three Board members need to give Kempf direction. He is fine with having elected officials' parking spots identified inside the new employee lot. Stutsman said she would like to include department heads. Rettig said she is fine with including department heads. Stutsman said Sullivan only wants elected officials to be included. She asked what Harney wants. Sullivan said he did not want anyone to have reserved places, but he would default to only allowing elected officials to have reserved spots. Harney said he is wavering; if a department head works late hours, then they can move their car into the Administration Building parking lot. Kempf agreed. Rettig said anyone can move after business hours. Neuzil said anyone can park in the front lot after 4:30 p.m. Kempf said the Parking Committee has talked about how someone can park out front on weekends or after hours. Harney said he will support including department heads; parking is one of the benefits of being a department head. Sullivan said that means Kempf has to find reserved spots for department head at both the Administration Building and the HHS Building.

Rettig said there are six department heads; the Board forgot to identify Johnson. Johnson said his payroll does not classify him as a department head. Neuzil said the main priority is to ensure that all employees use the crossbar gates that charge a daily fee. Rettig said that will not happen until April 2011. The Board is currently talking about using the crossbars, but no one will be charged until April 2011. Kempf said right now, the goal is to just get people into the new parking lot. Rettig said the ground has to unthaw in order to fix the other problems.

Kempf said he had an interesting conversation with a woman who parked in a carpooling spot in the HHS Building ramp. The woman told him that she was carpooling, but he watched her drive in alone. He told her that he will soon begin putting stickers on cars that are not on the other side of the crossbar and towing them. Rettig asked if the person was a County employee. Kempf said it was a County employee.

Stutsman asked what the definition of carpooling is. Kempf said the definition involves driving with more than one person. Rettig said that is what the Board will have to work out before starting to charge. Kempf said the woman told him that she normally carools with a certain person. Neuzil said Kempf will work on finding designated, reserved parking spots. Kempf confirmed.

## **Internal Processes, Expectations, and Other Operational Issues of the Board of Supervisors Office**

Harney asked Johnson if there are any problems in the Board of Supervisors Office. Johnson said no. Stutsman said the Board has discussed this topic at length.

Johnson said he has a couple of questions and internal issues. VJ Engineering staff wants to have a preliminary meeting on some design questions regarding Sutliff Bridge. He said VJ Engineering has suggested that they would like to meet with people from Iowa's State Historic Preservation Office, the Iowa Department of Transportation, Parker, and Board representatives. He asked if the Board wants to designate representatives for that discussion. Rettig asked if the Sutliff Bridge Committee will be retained or if Johnson is proposing finding a new committee. Johnson said the Sutliff Bridge Committee can be used, but he just wanted to let people know about it. He said he asked VJ Engineering if they want to discuss their questions at a full Board meeting, but their preference was to get some input first.

Stutsman asked Neuzil if he was on the Sutliff Bride Committee. Neuzil said he and Rettig serve on that committee. Sullivan and Stutsman said it is fine with them if Neuzil and Rettig participate in the proposed meeting with VJ Engineering. Rettig said the Sutliff Bridge Committee would bring the information back to the Board in an Informal Meeting. Sullivan said the Sutliff Bridge Committee includes Dvorak, Parker, and Graves, and VJ Engineering would probably want those people to attend anyway.

The Board agreed to schedule the VJ Engineering meeting with the Sutliff Bridge Committee on February 3, 2011, after the Secondary Roads Work Session at 4:00 p.m.

Johnson said there are three department heads with progress reports due in February 2011. All of these can be put on the Board meeting agenda in the first week of February 2011 or the Board could spread these out and cover one per week. These three department heads include Dvorak, SEATS Director Tom Brase, and Johnson. Johnson said he could go last. Sullivan said it might make sense to spread the reports out to cover on weeks that are not night Board meetings. Johnson said that result in one progress report being scheduled fairly late for preparing the evaluation. Sullivan said that is true. Rettig said the Board can do Johnson's progress report the week before February 2011 starts.

Johnson said he did ask Dvorak if it would work for Dvorak's progress report to be during an evening Board meeting. Stutsman said that makes sense. Sullivan said Dvorak would already be present at that meeting. Harney said he worries about the meeting lasting too long if it already has a large agenda. Johnson said he does not know about the February 2011 night Board meeting's agenda. Dvorak has interns that help him prepare the progress report. Rettig said Johnson is going to ask Dvorak about going during the night meeting. Johnson said he already has asked Dvorak, but he wanted to check with the Board liaisons to Conservation first. Harney said that is fine with him as long as the

meeting is not large. Neuzil said it is the Board Chairperson's responsibility to keep the meetings under three hours long.

Rettig said the Board of Supervisors Office initially locked at 4:30 p.m. Several Board members locked themselves out during this time, so Johnson changed the time to 5:00 p.m. The problem is that there are times when everyone has left for the day, but the office is still unlocked. Rettig said she thinks the office should lock when Secretary II Jo Hogarty leaves at 4:30 p.m. Stutsman agreed. Rettig said the Board members need to remember to bring a key if they will be coming after that time. Stutsman asked where the Board members can get a key if they are locked out. The Auditor's Office should have a key to the Board of Supervisors Office. Harney said Human Resources staff usually has a key, and someone is usually in that office. Rettig said the custodians can get a Board member into the Board of Supervisors Office, but those people are not in the building until 5:15 p.m. or 5:30 p.m.

Stutsman said she would suggest giving the Auditor's Office a key. Neuzil said the Auditor's Office is open until 6:00 p.m. Harney said he would prefer to give a key to Human Resources. Neuzil said that is who the Board used to give a key to. Stutsman said either one is fine, but the Board members need to know where to go if they get locked out. Rettig said she has occasionally been the only person present in the office after hours, and people will walk in. One night, she came back from a meeting and the Board Office was open, but everyone was gone. She does not like the suite being open when everyone is gone. If a key has to be hidden somewhere, then that is fine.

Stutsman suggested giving a key card to Human Resources and locking the doors at 4:30 p.m. Rettig said there is a door key to the office; a key card is not necessary. The Board members got door keys, so someone may have one. Neuzil said Hogarty has a master key for every office in the Board of Supervisors Office. Rettig said the Board members know where the keys are for their own offices. Neuzil said some Supervisors lock their individual offices and some do not.

Johnson asked if Supervisors have the same concerns for the morning time period, because the office unlocks at 7:30 a.m. He asked if it should unlock later. Rettig said she thinks the office should only be unlocked if someone is present. Harney said that is at 8:00 a.m. Rettig said the morning is not as much of a problem because the building is quieter in the morning. At night, a lot of public is in the building. She said she is fine with having the office open from 8:00 a.m. to 4:30 p.m.

Neuzil said opening at 8:00 a.m. is reasonable. The Board of Supervisors Office should open and close when the Board members are there. Harney said Planning and Zoning staff should be notified of the change, because they have occasional meetings. Rettig said Planning and Zoning does not use the Board of Supervisors Office. Stutsman said Planning and Zoning go to the Boardroom. Harney said Planning and Zoning goes through the Board of Supervisors Office. Rettig said Planning and Zoning uses a key. Harney said once those employees are in the Boardroom, then they can go through to the office area. Rettig said they cannot get through if the access door is locked when the

Board members leave. Neuzil said that door is supposed to be locked when the Board members leave, and Rettig agreed.

Stutsman asked which Board members are going to attend the Compensation Board meeting scheduled for the evening of January 18, 2011. Rettig said she is not. Neuzil, Sullivan, Stutsman, and Harney said they will attend. Neuzil said the attending Supervisors will give the Compensation Board the letter from the Board of Supervisors, and they will be available to answer questions. Stutsman asked if just two Supervisors should go. Neuzil said everyone can go. Rettig said the Auditor's Office takes the minutes for the meetings, and she decided she does not want to go. Stutsman said she has not attended a Compensation Board meeting for a long time, so she wants to go. Johnson said he will make some hard copies of the letter for the attending Board members to deliver. Harney said he wants to make sure to have copies for those people that did not receive the email.

### **Other**

Stutsman said Iowa State Association of Counties (ISAC) Executive Director William R. Peterson is scheduled to host a meeting on January 21, 2011 to talk about the commercial property tax and what Iowa Governor Terry Branstad is proposing. The proposal is a 40% commercial property tax rollback over the next five years. She said Peterson asked Stutsman to attend the meeting, but she cannot be there. She has asked the Auditor's Office to pull some numbers together on what kind of impact this rollback would have on Johnson County. She said Slockett agreed to do that. Stutsman said Greazel will also pull some information together about the anticipated commercial property growth in the county and its impact. Stutsman said she just wanted to let the Board know what information is being presented in case anyone is asked about it.

Rettig asked if Greazel is going to get numbers from Baldrige, because the Iowa City City Assessor's commercial growth would also matter. The City and County growth would have to be added together to get a meaningful statistic. Stutsman said Greazel told her he would pull information together about Johnson County. Rettig said Greazel probably means he will not include information from Iowa City. She said she would be very interested to see these numbers. Stutsman said everyone should see them. Rettig said she knows the rollback is going to have a huge impact, but it would be interesting to know what the impact actually is.

Sullivan said the Board had asked Budget Coordinator Rich Claiborne to do that analysis fairly recently. Neuzil said the Board cannot have too much conversation about this topic at this time. Stutsman said Claiborne told her to talk to Slockett about it. The information is being pulled together, so if any Board members are asked about it, they know what the information is for.

Neuzil asked if there will be enough Board members present for the Board meetings scheduled on January 27, 2011. He and Stutsman will be gone. Rettig said there are enough Board members, but they need a light agenda. The Board agreed that it would be

best to hold off on any major decisions at the upcoming Board meeting. Johnson said there is not very much on the agenda for the Informal Meeting scheduled for January 27, 2011. He said it might be good for Neuzil and Stutsman to indicate whether they are OK with the formal agenda items being approved. Neuzil said the Board should go ahead and approve the formal items, but he does not think the Board needs to start a large conversation without two Board members present. Stutsman agreed. Neuzil said the Supervisors are typically respectful of each other. If one Board member is not present, then business has to keep moving. It is a little more difficult when two Supervisors are gone.

Adjourned at 3:37 p.m.

Attest: Tom Slockett, Auditor  
By Emily Lentz, Recording Secretary