

Story County
Board of Supervisors Meeting
Agenda
2/18/20

1. CALL TO ORDER: 10:00 A.M.

2. PLEDGE OF ALLEGIANCE:

3. ADOPTION OF AGENDA:

4. PUBLIC COMMENT #1:

This comment period is for the public to address topics on today's agenda

5. AGENCY REPORTS:

I. Legal Aid Annual Report - Carin Forbes

Department Submitting Auditor

Documents:

[LEGAL AID.PDF](#)

6. CONSIDERATION OF MINUTES:

I. 2/11/20 Minutes

Department Submitting Auditor

7. CONSIDERATION OF PERSONNEL ACTIONS:

I. Action Forms

1) new hire, effective 2/18/20, a) Attorney's Office for Theron Christensen @ \$2,448.92/bw; Joe Nehring @ \$2,571.38/bw; effective 2/24/20 b) Facilities Management for Randall Russell @ \$16.56/hr; 2) promotion, effective 2/8/20, a) Attorney's Office for Timothy Meals @ \$5,489.30/bw; effective 3/1/20, for Tiffany Meredith @ \$4,701.76/bw

Department Submitting HR

8. CONSIDERATION OF CLAIMS:

I. 2/20/20 Claims

Department Submitting Auditor

Documents:

[CLAIMS 022020.PDF](#)

9. CONSENT AGENDA:

(All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Board votes on the motion.)

- I. Set Bid Opening For February 25, 2020, At 10:00 AM In The Board Room At The Story County Administration Building For Bridge Replacement Projects On 690th Ave. In Section 20-85-21 (L-LIN20—73-85) And On 720th Ave; Over A Small Stream On The West Line Of Section 26 Of T82N-R21W (L-C26—73-85).

Department Submitting Engineer

- II. Set Bid Opening For February 25, 2020, At 10:00 AM In The Board Room At The Story County Administration Building For Culvert Replacement Project On 645th Ave. Over Small Stream; In Section 21-82-22 (L-IC21—73-85).

Department Submitting Engineer

- III. Set Bid Opening For February 25, 2020, At 10:00 AM In The Board Room At The Story County Administration Building For Pavement Projects On 535th Ave. From 320th St. South 0.25 Miles On Center Of Section 27 Of T82N R24W (L-P27—73-85) And On Hickory Grove Lake Loop: 2.54 Miles; In Section 24 Of T23N R22W (L-HG2—73-85).

Department Submitting Engineer

- IV. Set Bid Opening For February 25, 2020, At 10:00 AM In The Board Room At The Story County Administration Building For Resurfacing Project On 680th Ave., From 255th St., North 1.6 Mile To Highway 30 (LFM-(HG)—7X-85).

Department Submitting Engineer

- V. Consideration Of Licensing Agreement Between Ergometrics And Story County For \$30. Each Applicant (\$1,200. Maximum) Effective 02/22/20 - 03/09/20

Department Submitting Sheriff's Office

Documents:

[ERGOMETRICS.PDF](#)

- VI. Consideration Of Contract With RDG Schutte Wilscam Birge, Inc. For Consulting Services For Development Of The Housing Study And Needs Assessment For Story County, Iowa For \$60,000

Additional Items

Department Submitting Board of Supervisors

Documents:

[RDG CONTRACT.PDF](#)

- VII. Consideration Of Resolution #20-65, To Appoint First Assistant County Attorney

Department Submitting County Attorney

Documents:

[RES 20 65.PDF](#)

10. PUBLIC HEARING ITEMS:

11. ADDITIONAL ITEMS:

- I. Discussion And Consideration Of Resolution #20-64, Supporting Ames Urban Fringe Plan, Extending Deadline, Interest In Working With Jurisdictions To Amend It, And County Review Schedule – Jerry Moore

Department Submitting Planning and Development

Documents:

[STAFF MEMO.PDF](#)
[RESOLUTION NO 20 64.PDF](#)
[AUFP LETTER.PDF](#)

- II. Consideration Of Mission Statement And Core Values And Direction To Staff - Leanne Harter

Department Submitting Board of Supervisors

Documents:

[MISSION STATEMENT BOS.PDF](#)

- III. Consideration Of Participating In The 2020 Ames Day At The Capitol - Leanne Harter

Department Submitting Board of Supervisors

Documents:

[AMES DAY.PDF](#)

12. DEPARTMENTAL REPORTS:

- I. Integrated Roadside Vegetation Management (IRVM) Quarterly Report - Joe Kooiker

Department Submitting Auditor

Documents:

[IRVM QTRLY.PDF](#)

13. OTHER REPORTS:

- I. Discussion Of Budget Process - Linda Murken

Department Submitting Board of Supervisors

14. UPCOMING AGENDA ITEMS:

15. PUBLIC FORUM #2:

Comments from the Public on Items not on this Agenda. The Board may not take any Action on the Comments due to the Requirements of the Open Meetings Law, but May Do So In the Future.

16. LIAISON ASSIGNMENTS, COMMITTEE MEETINGS UPDATES, AND ANNOUNCEMENTS FROM THE SUPERVISORS:

17. ADJOURNMENT:

Story County strives to ensure that its programs and activities do not discriminate on the basis of race, color, national origin, sex, age or disability. Persons requiring assistance, auxiliary aids or services, or accommodation because of a disability may contact the county's ADA coordinator at (515) 382-7204.

LEGAL AID SOCIETY OF STORY COUNTY
Report to the Supervisors of Story County
February 10, 2020

RECEIVED
FEB 10 2020
BOARD OF SUPERVISORS
STORY COUNTY

For more than 45 years, the Legal Aid Society of Story County has provided legal representation and advice to income-eligible residents of Story County faced with civil legal issues. Services available through the Legal Aid Society include, but are not limited to, representation the following types of cases: family law matters (child custody, child support, medical support, divorce, paternity, and spousal support), civil protective order cases for victims of domestic, sexual or elder abuse, landlord-tenant cases, debtor-creditor cases, and guardianships / conservatorships. Legal Aid Society attorneys and staff provide referrals to other agencies and services when appropriate. Clients are of all ages and backgrounds, and many receive ongoing mental health services. Eligibility is determined with reference to the Federal Poverty Guidelines; to be eligible, a client must reside in Story County and must be at or below 150% of the Federal poverty level for their household size.

The Legal Aid Society of Story County typically serves local families in approximately 250 unique cases annually through the work of three full-time attorneys, one full-time office manager, and one part-time receptionist. In addition to these permanent staff members, volunteer attorneys, Iowa State University work-study students, DMACC paralegal interns and summer law student interns from Drake may provide necessary support to our office.

The Legal Aid Society of Story County has a history of providing the highest quality service to low income persons in need of legal assistance. Our attorneys do not represent clients in criminal or juvenile cases, and we do not accept any case that could generate a fee (such as a personal injury case), or any other type of case for which a private attorney could be paid (such as by the county or state).

If a person does not qualify for our services or a conflict of interest is discovered, we provide referrals to other resources such as Iowa Legal Aid, the Story County Volunteer Lawyer Project, or local private attorneys willing to work with indigent clients. When appropriate, we also provide referrals to social service agencies for help with matters such as housing, food, shelter, counseling, etc.

We provide immediate legal assistance to qualified individuals seeking civil protective orders for sexual, domestic or elder abuse, or who have been served with Original Notice of a legal proceeding and must file a responsive pleading. Otherwise, an individual who qualifies for our service may be placed on a waiting list. Our waiting list typically consists

of approximately 20-25 prospective clients who will wait up to 2 months for services. Typical wait times are about 4-6 weeks before their initial appointment.

Qualifications of Key Individuals Responsible for the Organization: The Legal Aid Society of Story County has a Board of Directors that administers the organization pursuant to its Articles of Incorporation, Bylaws, and adopted policies and procedures, and ensures that the office's attorneys practice in compliance with Iowa standards of professional conduct. The current Board includes local private and county attorneys, community representatives, and social service providers.

The permanent staff at Legal Aid Society of Story County consists of three full-time attorneys, a full-time office manager, and a part-time receptionist. We currently have one Iowa State University work-study student employed by our office, and typically host a law student intern each summer.

Our current attorneys are:

- ◆ **Carin M. Forbes, Executive Director and staff attorney.** Carin began her service in our office as a staff attorney in April, 2008, several years after having served as an IOLTA Public Interest Law student intern at our office. Carin graduated in the top third of her class at Drake Law School (2003) and was a partner in the law firm of Feilmeyer, Feilmeyer, Keenan, Forbes & Fultz in Ames, Iowa. She has also taught business law classes at Des Moines Area Community College.
- ◆ **Peggy Michelotti, staff attorney.** Peggy started her law career at Legal Aid in October 2015. She graduated from the Drake Law School in May 2015. Peggy brings a wealth of life experience to our office and is active in the community. She is coaching middle school Mock Trial and consistently takes teams to State. Peggy also works with Mock Trial at Ames High School, inspiring young students to become lawyers. This year Peggy was elected to the secretary position for the Story County Bar Association.
- ◆ **Bethany Miller, staff attorney.** Bethany joined the Legal Aid Society of Story County as a staff attorney in 2017. She received her Bachelor of Arts degree from Cedarville University in 2010, majoring in Pre-Law. While at Cedarville, Bethany founded the Cedarville Legal Society, an organization designed to assist members in preparing and applying for law school, as well as inform members and the student body as a whole about various legal careers. Bethany graduated from Drake Law School in May 2016. While at Drake, Bethany was a member of Drake Law Women

and interned in a variety of legal areas. As an attorney, Bethany is a member of the Iowa State Bar Association and the Story County Bar Association.

Support from Other Sources: The Legal Aid Society of Story County does not receive any federal money. The office is solely supported by its local community and IOLTA funds. This support allows us to accept a wider range of cases and help a broader client base than our colleagues in federally-funded organizations (e.g., Iowa Legal Aid).

We are able to represent clients in cases involving, but not limited to:

- ◆ dissolution of marriage (with or without domestic violence)
- ◆ child custody and support (with or without domestic violence)
- ◆ civil protective orders (for domestic, sexual and elder abuse)
- ◆ landlord-tenant disputes and evictions
- ◆ debtor-creditor actions
- ◆ denial of unemployment benefits
- ◆ guardianships or conservatorship for vulnerable wards

Story County, the city of Ames, and Central Iowa Community Services are the main sources of financial support for Legal Aid of Story County. Other contributors include the United Way of Story County, the Government of the Student Body at Iowa State University, Story County Bar Association, the Nevada Memorial Lutheran Church, many of the small towns in Story County, individual donors, and the Rummage RAMPage. In addition, our Board does require our clients to pay an intake fee at their first appointment of either \$20 (if their income is at or below 100% of Federal Poverty guidelines) or \$40 (if their income is between 100% - 150% of Federal Poverty level). However, the client intake fees provide only approximately \$3,000 per year, under 2% of our funding.

Audit Mechanism and Accountability for ASSET/Story County Funds: The Legal Aid Society of Story County is subject to an annual audit, most recently completed by Houston and Seeman, PC, CPA, of Boone, Iowa. In addition, this firm prepares monthly accounting statements that are closely reviewed by the Board of Directors at its monthly meetings, since part of the Board's charge is to oversee risk management procedures.

Extent of Program Services: The Legal Aid Society of Story County family grew as attorney Bethany Miller welcomed a daughter in May 2018. Bethany enjoyed 8 weeks of maternity leave. During this time the office was operating at a reduced capacity. Since her return on July 1, 2020, we have been operating at full staff this year.

Legal Aid gathers data from the time of application. This data was invaluable in determining how people apply for services as well as how many people we were unable to assist and why. This resulted in the provisional increase of eligibility to 150% of the Federal Poverty Guidelines in April 2018. This opened the door to an additional 26 individuals in FY 2018-2019 and another 22 in the first six months of this fiscal year. Others are placed through the Volunteer Lawyer Project when the eligibility threshold was increased to 175% as well.

As addressed in last year’s report, the numbers of cases opened on an annual basis are indeed catching up and stabilizing. The 2018-2019 fiscal year started with an all-time low number of cases being carried over at 67. During the year, 137 new cases were accepted and only 105 were completed. This translates into 204 cases for the year. This is lower than the average and is due to an attorney being out for 8 weeks on maternity leave. During this time new cases were limited to emergent needs and crisis cases due to the remaining attorneys assuming a greater role in Bethany’s cases.

With the office again running on all cylinders, we have already accepted 81 new cases in the first six months of the current fiscal year. Combined with the 99 that were carried over, we are at 180 unique cases thus far; numbers that indicate the increase and stability referenced last year in comparison to the 141 unique cases at this time last year.

3743.51 hours of direct attorney-client time were logged in the 2018-2019 reporting period. Total hours reached 5192.42. The minor decrease in each of those figures were expected due to the maternity leave.

Legal Aid expects to serve local families in 200-250 unique cases in fiscal year 2019-2020. We continue to provide a critical service to our local population. The following statistics summarize our work during fiscal year (“FY”) 2018-2019:

<i>Cases open at start of FY</i>	<i>Cases opened during FY</i>	<i>Unique cases during FY</i>	<i>Total attorney hours in DIRECT CLIENT SERVICE</i>	<i>Total attorney hours including administrative time</i>	<i>Average # of attorney DIRECT SERVICE hours per client served in FY</i>	<i>Average total cost per client served in FY</i>
67	137	204	3743.51	5192.42	18.35	\$1244.13

With the assistance of grant from the United Way of Story County in 2016, we were able to research and implement the Story County Volunteer Lawyer Project (VLP). This program is designed to extend the access to justice to more residents of Story County. Potential clients are screened and referred via our standard intake forms. We currently refer Story County applicants that present a conflict to our office and those that are between 150-175% of the Federal Poverty Income Guidelines to the VLP (the VLP threshold increased in April 2018 along with Legal Aid's). Referrals that present a conflict to our office are handled through a cooperative agreement with the Polk County Bar Association VLP. Others are handled in-house. Once an in-house client is referred, we send "wish lists" to participating Story County attorneys in an effort to place a client with a volunteer attorney at no cost to the client. Since this program does rely on the availability of a local attorney, we cannot guarantee placement to a client, but do our best to find applicants the much-needed legal assistance. The placement process also takes time. As a result, we are unable to refer cases that have an immediate court ordered deadline. In FY 2018-2019, we referred 18 cases to the VLP. Half of them were in direct conflict with our office. Two of those were placed with an attorney. We were more successful with the other nine handled in-house, placing six of them giving us a placement rate of 66.7% of cases. Our overall placement rate, including the conflict referrals, was 44%. While this may seem low, it still speaks to the willingness of Story County attorneys to share their time and expertise on a pro bono basis to residents that would not have otherwise had an opportunity to access justice.

Cooperation with Other Programs in the Service Area: Legal Aid of Story County works cooperatively with numerous human service providers in Story and surrounding counties, including mental health providers, Department of Human Services, Story County Community Services, Child Support Recovery Unit, and the Assault Care Center Extending Shelter and Support for victims of domestic assault and their families.

Legal Aid continues to participate in the Animal Rescue League's Foster Cat Getaway program. We house 1 elderly cat throughout the entire year. Bobbi may be 19, but she still has a lot of personality to share. Bobbi is a welcome sight, providing a calming effect for clients under a lot of stress. Bobbi continues to demand regular attention and food (with gravy).

Professional Connections and Participation:

Each attorney in our office is a member of the Iowa Bar and the Story County Bar Association. We give back to the Bar through frequent informal consultations with local attorneys, participation in statewide email lists, involvement with the local Family Law Committee, and presentations at ISBA, IAJ, ISU Political Science classes, and Story County

Bar continuing education seminars. Furthermore, the Story County Bar Association is a strong supporter of the Legal Aid Society of Story County. From the \$140 in annual dues paid by each member of the Story County Bar, \$50 per member is donated to our organization each year.

In addition to the financial contributions, the members of the Story County Bar Association also participate in the Story County Volunteer Lawyer Project (VLP). The VLP extends services to an additional, underserved population of Story County: those with whom we have a direct conflict of interest or those who have an income between 150-175% of the Federal Poverty Guidelines.

The ISBA and Polk County VLP have also been instrumental in our VLP. With their assistance and guidance we were able to lay a strong foundation for this program and are able to consult with them regarding questions as they arise. We continue to collaborate with the PCVLP as all referrals due to direct conflict are being handled through their office. We are pleased with the progress made through this program and recognize that we would not be able to offer this option to Story County residents if it were not for the support and participation of the Story County attorneys. This is truly an example of what we can accomplish by combining forces!

Occasionally we have need of interpreters for client meetings and events. We have forged a good working relationship with the Spanish department at Iowa State University. We have been able to rely on advanced Spanish students to assist us with interpreting. These students provide an invaluable service to our clients while gaining some real-world experience. We enjoy their enthusiasm and their skills. We have also had faculty and community members volunteer.

We were a member of the Story County Human Services Council and continue to participate in informal meetings and network with other agencies. This has brought about new opportunities such as gas cards to help clients get to appointments and a new relationship with Central Iowa RSVP and HIRTA to provide rides for clients that do not have cars.

We take our responsibilities to our professional networks very seriously and work to maintain and enhance our reputations as excellent practitioners and fair and trustworthy colleagues.

Quality Measurement and Outcomes Assessment: Clients evaluate the services they have received at the end of each case by completing an “exit survey” in which they are invited to share their impressions and comments with us. While it has not completely

replaced the hard copy format, we have added a digital format for the client evaluation allowing clients to complete the form electronically. This provides quicker access to the data and processing of the information. Attorneys in our office also provide information at the close of a case file allowing us to compile data regarding legal outcomes and the means by which they were achieved (negotiation/settlement, mediation, decisions by the Court, etc.). Again, the forms have been move to a digital format. In addition, we maintain a comprehensive database in which we are able to summarize at any moment the number of clients assisted, the types of matters opened and closed, and the geographic distribution of our caseload. We have added an additional layer to our data by starting from the moment we receive an application rather than only including those that become clients. This is providing a broader picture of unmet needs.

Attorneys in our office use CLIO, the online legal case management system, to track hours spent on each client matter and to ensure that each case proceeds in a timely and efficient manner with task reminders. CLIO also permits tracking trust account funds for clients with ease. Additionally, if a client should request a statement, we are able to provide an itemized statement of work performed for them (without a bill, of course). We have also implemented an additional quality check in the form of monthly case review meetings. This further encourages attorneys to monitor upcoming deadlines or tasks and to provide a brief overview for the other attorneys should an emergency arise.

Our various outcome measures demonstrate that the legal representation provided by our office affects the lives of our clients and their families in a positive way by increasing their physical safety, financial security, and family stability. An amazing 100% of respondents report that their experience at Legal Aid helped improve their life in FY 2018-2019. While nearly every client we serve indicates that they have benefited from our services in some way, specific benefits include financial security (in over 80% of our cases) and physical safety (in over 80% of our cases). Over 80% of our clients report that they have an increased knowledge of the law when their case concludes and 100% reported that they were able to make informed decisions in their case. We are proud of our track record of success in our cases, and we are similarly proud of our reputation for excellent legal practice among the members of our local bench and bar.

Working with partner agencies, we give our clients information to increase their knowledge of support services for basic needs such as food, shelter, job training and counseling.

Additional Information and Summary: We are proud of the 45 years of service we have provided to the people of Story County. We hold ourselves to the very highest standards of practice and we work hard to ensure that our clients receive professional, thorough,

zealous representation.

The Legal Aid Society of Story County does not pick and choose cases that will be less complicated or ones that can be completed quickly. Everyone who qualifies under our guidelines receives Legal Aid assistance. Some cases require immediate attention, while others are placed on our waiting list. All of our clients receive consistently high-quality representation even though some cases may require more time than others. We juggle our schedules to make room for the emergency cases as they arise.

We do not represent clients by phone or email, we do not provide limited representation (such as document preparation only), and we do not distribute *pro se* packets. Our attorneys do not give legal advice until a person meets with a Legal Aid attorney face to face and they both sign the Legal Aid Client/Attorney Agreement.

The Legal Aid Society of Story County is grateful for the long history of support received from the people of Story County. This support is an affirmation of the consistent, high-quality work we do for our clients and the value we place on service to all persons who qualify. The County's funding of this office is very important. Without Story County's support, we would not have three full time lawyers and we would not be able to reach out to the numbers of people we do now.

Thank you for your continued support.

Respectfully submitted,



Carin M. Forbes
Executive Director

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
<u>Department 01 Board Of Supervisors</u>								
American Planning Assoc.	5286	02/10/2020	558.00	Dues				
				Bos membership/Harter	01000	1172482015		558.00
			558.00	*				
Vendor Total			558.00					
Ames Tribune	5287	02/10/2020	3,673.00	Publ.				
				Bos legal publ. 12/30-2/2/20	01000	34749		3,673.00
			3,673.00	*				
Vendor Total			3,673.00					
Aureon	5376	02/12/2020	383.37	Phone				
				Bos Feb. charges	01000	789006335		383.37
			383.37	*				
Vendor Total			383.37					
Iowa State Assoc. of Counties	5300	02/10/2020	570.00	Reg.				
				Bos spring conference/3	01000	316/320/23		570.00
			570.00	*				
Vendor Total			570.00					
Marco	5355	02/12/2020	442.21	Rnt				
				Bos usage 12/30-1/28/20	01000	26434985		442.21
			442.21	*				
Vendor Total			442.21					
Office Depot	5310	02/10/2020	28.49	Sup				
				Bos supplies	01000	78487608		28.49
			36.66	Sup				
				Bos office supplies	01000	78487608		36.66
			65.15	*				
Vendor Total			65.15					
People Statements LLC	5312	02/10/2020	3,951.00	Cont Ed				
				Bos final pymnt/missn statmnt	01000	DF01292020		3,951.00
			3,951.00	*				
Vendor Total			3,951.00					
Alissa D Riese-Wignall	5315	02/10/2020	6.85	Mlg/Exp				
				Bos reimb. certified mail	01000			6.85
			6.85	*				
Vendor Total			6.85					
VISA	5347	02/12/2020	682.71	Educ.				
				Bos Cont. Ed.	01000	2011		682.71
			682.71	*				
Vendor Total			682.71					
			10,332.29	**				
<u>Department Total</u>								
<u>Department 02 Auditor</u>								
Adkins Election Services	5354	02/12/2020	1,821.30	Sup				
				Aud ballots 3/3/20	01000	20736		1,821.30
			1,821.30	*				
Vendor Total			1,821.30					
Aureon	5376	02/12/2020	381.31	Phone				
				Aud Feb. charges	01000	789006335		177.96

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Phone				
				Aud Feb. charges	01000	789006335		203.35
			381.31	*				
	Vendor Total							
Marco	5355	02/12/2020	231.24	Rnt				
				Aud usage 12/30-1/28/20	01000	26434985		231.24
			231.24	*				
	Vendor Total							
USPS	5329	02/10/2020	565.10	Aud 1/27-2/9/20 postage	01000			91.45
				Aud 1/27-2/9/20 postage	01000			144.60
				Aud 1/27-2/9/20 postage	01000			262.70
				Aud 1/27-2/9/20 postage	01000			24.80
				Aud 1/27-2/9/20 postage	01000			41.55
			565.10	*				
	Vendor Total							
Scott T Wall	5330	02/10/2020	17.60	Mlg/Exp				
				Aud reimb mileage 2/6/20	01000			17.60
			17.60	*				
	Vendor Total							
	Department Total		3,016.55	**				

Department 03 Treasurer

Aureon	5376	02/12/2020	468.03	Phone				
				Trea Feb. charges	01000	789006335		247.78
				Phone				
				Trea Feb. charges	01000	789006335		220.25
			468.03	*				
	Vendor Total							
Mail Services, LLC	5303	02/10/2020	2,196.05	Ntcs/Pstg				
				Trea renewal notices	01000	1719712		616.92
				Ntcs/Pstg				
				Trea postage	01000	1719712		1,579.13
			2,196.05	*				
	Vendor Total							
Marco	5355	02/12/2020	306.65	Rnt				
				Trea usage 12/30-1/28/20	01000	26434985		306.65
			306.65	*				
	Vendor Total							
USPS	5329	02/10/2020	1,305.50	Trea 1/27-2/9/20 postage	01000			1,305.50
			1,305.50	*				
	Vendor Total							
	Department Total		4,276.23	**				

Department 04 County Attorney

Aureon	5376	02/12/2020	845.97	Phone				
				Atty Feb. charges	01000	789006335		284.30
				Phone				
				Atty Feb. charges	01000	789006335		561.67

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	Vendor Total		845.97	*				
Cyclone Awards and Engraving	5405	02/12/2020	64.00	Sup Atty plaques/3	01000	163001		64.00
	Vendor Total		64.00	*				
Fillenwarth Beach	5409	02/12/2020	261.00	Educ. Atty Atty's deposit/sprng conf	01000	Meals		261.00
	Vendor Total		261.00	*				
Iowa Division Investigations	5440	02/12/2020	176.00	Serv Atty serv/fees	01000	20-048		113.00
				Serv Atty serv/fees	01000	20-052		63.00
	Vendor Total		176.00	*				
Marco	5355	02/12/2020	689.62	Rnt Atty usage 12/30-1/28/20	01000	26434985		689.62
	Vendor Total		689.62	*				
Montgomery County Sheriff	5481	02/12/2020	60.00	Serv Atty Juv serv 7867	01000	225278		60.00
	Vendor Total		60.00	*				
Office Depot	5380	02/12/2020	200.15	Sup Atty office supplies	01000	4380121880		200.15
	Vendor Total		200.15	*				
Connie Sefcik, RPR, CSR	5420	02/12/2020	19.50	Serv Atty transcript	01000	1111		19.50
	Vendor Total		19.50	*				
Storey-Kenworthy Company	5318	02/10/2020	552.65	Sup Atty office sup.	01000	120621		552.65
	5437	02/12/2020	7,341.55	Sup Atty tables conf. room	01000	92272		7,341.55
	Vendor Total		7,894.20	*				
Thomson Reuters - West	5442	02/12/2020	305.55	Supplies Atty Clear January	01000	841772336		305.55
	Vendor Total		305.55	*				
Verizon Wireless	5449	02/12/2020	80.02	Phn Atty ph/NewSim/Xoom Dec/Jan	01000	9846839118		80.02
	Vendor Total		80.02	*				
	Department Total		10,596.01	**				
<u>Department 05 Sheriff</u>								
Alliant Energy	5362	02/12/2020	50.00	Util.				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Shrf util. 1/7-2/7 range	01000	7287711000		50.00
			Vendor Total	*				50.00
John A Asmussen	5370	02/12/2020	3.85	Empl Mlg/Exp				
				Shrf reimb. wsher fluid	01000			3.85
			Vendor Total	*				3.85
AT & T	5371	02/12/2020	95.00	Phone				
				Shrf cell tower info	01000	339978		95.00
			Vendor Total	*				95.00
Aureon	5376	02/12/2020	1,726.22	Phone				
				Shrf Feb. charges	01000	789006335		1,726.22
			Vendor Total	*				1,726.22
Brown's Heavy Equipment, Inc.	5385	02/12/2020	904.11	Shrf Mrap serv.	01000	33576		904.11
			Vendor Total	*				904.11
Chitty Garbage Service Inc.	5400	02/12/2020	15.00	Serv				
				Shrf bin rent/Jan 20	01000	2809779		15.00
			Vendor Total	*				15.00
Fareway Store #426	5407	02/12/2020	4,174.67	Fd/Prov.				
				Shrf groceries/Jan 2020	01000			4,174.67
			Vendor Total	*				4,174.67
Freedom Tire & Auto Center-	5412	02/12/2020	479.38	Fls/Mnt				
				Shrf LOF/tire/repairs	01000			479.38
			Vendor Total	*				479.38
Gall's	5419	02/12/2020	748.77	Unfrm/Eqp				
				Shrf uniforms	01000			748.77
			Vendor Total	*				748.77
Travis J Harrison	5423	02/12/2020	37.00	Empl Mlg/Exp				
				Shrf reimb. mlg. 1/24	01000			37.00
			Vendor Total	*				37.00
Heuss Printing Inc	5426	02/12/2020	167.50	Sup				
				Shrf forms	01000	137503		167.50
			Vendor Total	*				167.50
The Home Depot Pro	5428	02/12/2020	1,657.51	Sup				
				Shrf pris. sup.	01000	532245		1,657.51
			Vendor Total	*				1,657.51
International Assoc. of Law	5434	02/12/2020	50.00	Dues				
				Shrf membership renwl/Toresdhl	01000	18713		50.00
			Vendor Total	*				50.00
Iowa Law Enforcement Academy	5455	02/12/2020	7,025.00	Educ.				
				Shrf Janorschke basic train	01000	314291		6,875.00

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Educ. Shrf Combs recert	01000	313686		150.00
	Vendor Total		7,025.00	*				
Keltek Incorporated	5469	02/12/2020	105.34	Equip Shrf vent cover plate	01000	31442A		105.34
	Vendor Total		105.34	*				
L.N. Curtis and Sons	5475	02/12/2020	295.10	Uniform Shrf ID tags/less tax	01000	351734		295.10
	Vendor Total		295.10	*				
Lexipol, LLC	5477	02/12/2020	6,732.00	Trng Mtrl Shrf policy manual 7/20-6/21	01000	32868		6,732.00
	Vendor Total		6,732.00	*				
LOF-Xpress Oil Change	5478	02/12/2020	131.93	Serv Shrf LOF	01000			131.93
	Vendor Total		131.93	*				
Martin Bros. Distributing Co.	5358	02/12/2020	4,103.28	Prov. Shrf Groceries	01000	352210		4,103.28
	Vendor Total		4,103.28	*				
Menards	5364	02/12/2020	14.98	Sup Shrf sand/ratchet straps	01000	20025		14.98
	Vendor Total		14.98	*				
Mend Correctional Care, PLLC	5372	02/12/2020	62,343.84	Serv Shrf medical serv. December	01000	4460		20,507.84
				Serv Shrf medical serv. January	01000	4507		20,918.00
				Serv Shrf medical serv. February	01000	4575		20,918.00
	Vendor Total		62,343.84	*				
Office Depot	5379	02/12/2020	252.96	Sup Shrf supplies	01000	78487608		252.96
	Vendor Total		252.96	*				
Phoenix Supply	5391	02/12/2020	280.31	Pris Supp Shrf socks	01000	19225		280.31
	Vendor Total		280.31	*				
Pitney Bowes Inc	5394	02/12/2020	161.48	Pstg Shrf red ink	01000	1014904355		161.48
	Vendor Total		161.48	*				
Reinhart Foodservice	5408	02/12/2020	3,395.48	Prov Shrf food/provisions	01000	4942		3,395.48
	Vendor Total		3,395.48	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Samson Property	5414	02/12/2020	1,020.00	Eqp rent/mnt				
				Shrf Storg.rent 6/1/19-5/31/20	01000			1,020.00
	Vendor Total		1,020.00	*				
Secretary Of State	5418	02/12/2020	30.00	Dues				
				Shrf notary Cooper	01000			30.00
	Vendor Total		30.00	*				
Staples	5429	02/12/2020	1,792.03	Off Supp				
				Shrf office supplies	01000	7820175957		532.31
				Off Supp				
				Shrf office supplies	01000	7820175957		899.75
				Off Supp				
				Shrf office supplies	01000	7820175957		359.97
	Vendor Total		1,792.03	*				
Randy G Stoeffler	5435	02/12/2020	114.00	Empl Mlg/Exp				
				Shrf reimb boots	01000			114.00
	Vendor Total		114.00	*				
Streicher's	5439	02/12/2020	220.60	Unfrms/eqp				
				Shrf First Defense	01000	I1411082		220.60
	Vendor Total		220.60	*				
Unity Point Clinic	5447	02/12/2020	156.00	Med Serv				
				Shrf pre emp phy Powers	01000	710001626		156.00
	Vendor Total		156.00	*				
Verizon Wireless	5449	02/12/2020	1,465.08	Phn				
				Shrf ph/NewSim/Xoom Dec/Jan	01000	9846839118		1,465.08
	Vendor Total		1,465.08	*				
Verizon Wireless-VSAT	5448	02/12/2020	110.00	Invest.				
				Shrf Cell Tower info	01000	48557564		110.00
	Vendor Total		110.00	*				
VISA	5347	02/12/2020	1,249.81	Educ.				
				Shrf Cont. Ed.	01000	2728		1,249.81
	Vendor Total		1,249.81	*				
WEX Bank	5451	02/12/2020	9,584.27	Veh fls/mnt				
				Shrf Fuel/MRAP January	01000	63576870		9,584.27
	Vendor Total		9,584.27	*				
	Department Total		110,692.50	**				
<u>Department 07 Recorder</u>								
Aureon	5376	02/12/2020	260.88	Phone				
				Rec Feb. charges	01000	789006335		260.88
	Vendor Total		260.88	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Marco	5355	02/12/2020	116.47	Rnt				
				Rec usage 12/30-1/28/20	01000	26434985		116.47
	Vendor Total		116.47	*				
USPS	5329	02/10/2020	41.85	Rec 1/27-2/9/20 postage	01000			41.85
	Vendor Total		41.85	*				
Department Total			419.20	**				
<u>Department 08 Animal Control</u>								
A & M Services Inc	5351	02/12/2020	85.56	Rugs/mops				
				Aco laundry service	11000			85.56
	Vendor Total		85.56	*				
Air Filter Sales and Service	5356	02/12/2020	126.69	Mnt				
				Aco filters	11000	242687		126.69
	Vendor Total		126.69	*				
Alliant Energy	5359	02/12/2020	1,926.80	Util.				
				Aco util. 1/3-2/5/20	11000	3258780000		1,926.80
	Vendor Total		1,926.80	*				
Boone Veterinary Hospital	5381	02/12/2020	933.78	Serv				
				Aco vet serv.	74000	191959		98.04
				Serv				
				Aco vet serv.	11000	191959		835.74
	Vendor Total		933.78	*				
Brekke's Town & Country Store	5384	02/12/2020	667.37	Sup				
				Aco animal sup.	74000	48159/8165		667.37
	Vendor Total		667.37	*				
Capital Sanitary Supply	5387	02/12/2020	122.80	Cust. Sup.				
				Aco Custodial supplies	11000			122.80
	Vendor Total		122.80	*				
Community Veterinary Clinic	5403	02/12/2020	470.35	Serv				
				Aco Jan. vet serv.	74000			470.35
	Vendor Total		470.35	*				
Grainger	5422	02/12/2020	127.30	Sup				
				Aco mainvheel kits/mirror	11000	9426778776		127.30
	Vendor Total		127.30	*				
John Deere Financial	5467	02/12/2020	146.21	Sup				
				Aco supplies	11000	9942		146.21
	Vendor Total		146.21	*				
Key Cooperative	5474	02/12/2020	53.84	Veh Fls/Mnt				
				Aco fuel/Jan.	11000	13874		53.84

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	Vendor Total		53.84	*				
Menards	5368	02/12/2020	11.87	Sup Aco supplies	11000			11.87
	Vendor Total		11.87	*				
Metro Waste Authority	5374	02/12/2020	284.92	Trash Serv Aco waste removal	11000	14298G3B4G		284.92
	Vendor Total		284.92	*				
City of Nevada	5334	02/11/2020	179.80	Util. Aco Util. 12/2-1/2/20	11000	36976002		179.80
	Vendor Total		179.80	*				
Plumb Supply Co.	5396	02/12/2020	49.29	Sup Aco plumbing supplies	11000	6453046		49.29
	Vendor Total		49.29	*				
Pratt Sanitation Inc.	5338	02/11/2020	175.00	Trash Aco Garbage January	11000	10522		175.00
	Vendor Total		175.00	*				
Story County Sheriff	5341	02/11/2020	41.50	Serv Aco Notice Wilson	11000	20000296		41.50
	Vendor Total		41.50	*				
Windstream Communications	5453	02/12/2020	170.10	Phn Aco ph/fax/internet 1/28-2/27	11000	091139933		170.10
	Vendor Total		170.10	*				
	Department Total		5,573.18	**				
<u>Department 10 Gen.Betterment-40% L.O.</u>								
City Of Slater	5317	02/10/2020	5,188.00	Serv Gbtr 2020 facade grant	11000			5,188.00
	Vendor Total		5,188.00	*				
	Department Total		5,188.00	**				
<u>Department 20 County Engineer</u>								
Alliant Energy	76654	02/20/2020	325.62	Util. Street lights	20000			325.62
	Vendor Total		325.62	*				
City of Ames	76659	02/20/2020	1,524.19	Serv Flood Warning System FY20	20000	176345		1,524.19
	Vendor Total		1,524.19	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Arnold Motor Supply	76649	02/20/2020	1,320.66	Eqpt Oper				
				Lights	20000	13NV065216		10.60
				Eqpt Oper				
				Washer fluid	20000	13NV065144		80.64
				Eqpt Oper				
				Credit on light return	20000	13CR007375		139.85-
				Eqpt Oper				
				Air hose	20000	13NV064598		13.99
				Eqpt Oper				
				Air filters	20000	13NV064317		117.24
				Eqpt Oper				
				saw fuel	20000	13NV064317		54.16
				Eqpt Oper				
				Impact bits	20000	13NV064224		19.79
				Eqpt Oper				
				battery	20000	13NV064175		144.33
				Eqpt Oper				
				Lights	20000	13NV064160		47.20
				Eqpt Oper				
				Lamps/lights	20000	13NV064051		49.72
				Eqpt Oper				
				33+ Tape	20000	13NV064048		47.20
				Eqpt Oper				
				shop rags	20000	13NV063729		83.70
				Eqpt Oper				
				Lamp	20000	13NV063588		9.40
				Eqpt Oper				
				Hub Cap	20000	13NV063428		97.02
				Eqpt Oper				
				Heat wiring	20000	13NV063376		49.59
				Eqpt Oper				
				Tail lights	20000	13NV063358		139.85
				Eqpt Oper				
				Clear Epoxy	20000	13NV063345		7.39
				Eqpt Oper				
				Alum 5X10	20000	13NV063264		93.23
				Eqpt Oper				
				Oil seal/clearance lights	20000	13NV063250		66.54
				Eqpt Oper				
				Clearance lights	20000	13NV063183		7.88
				Eqpt Oper				
				Oil seal	20000	13NV063128		58.66
				Eqpt Oper				
				Brake cleaner	20000	13NV062764		250.80
				Eqpt Oper				
				IMP 6 PT 1/2 D 28MM	20000	13NV062692		11.58
	Vendor Total		1,320.66	*				
Aureon	76686	02/20/2020	217.70	Phone				
				Phone 2/1-2/25	20000	789006335		178.12
				Phone				
				Phone 2/1-2/25	20000	789006335		39.58

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	Vendor Total		217.70	*				
Bauer Built	76671	02/20/2020	22.00	Eqp. Oper. disposal fee	20000	270134309		22.00
	Vendor Total		22.00	*				
Sarah Beattie	76666	02/20/2020	551.51	ROW Permanent Easement ROW Abstract Fee	20000			526.51
	Vendor Total		551.51	*	20000			25.00
Black Hills Energy	76674	02/20/2020	164.53	Utility Gas 1/3-2/4	20000			164.53
	Vendor Total		164.53	*				
BlackStrap Inc.	76662	02/20/2020	8,255.29	Serv Ice Control Serv Ice Control Serv Ice Control Serv Ice Control	20000	00030182		1,945.71
	Vendor Total		8,255.29	*	20000	00030160		1,989.92
					20000	00030274		2,368.52
					20000	00030294		1,951.14
Capital Sanitary Supply	76663	02/20/2020	46.07	Cust. Sup. Foam soap	20000	298565		46.07
	Vendor Total		46.07	*				
Consumers Energy	76684	02/20/2020	102.37	Util. Street Lights	20000			102.37
	Vendor Total		102.37	*				
Crystal Clear Water Company	76651	02/20/2020	16.00	Sup Water	20000	326600		16.00
	Vendor Total		16.00	*				
DMR Inc.	76675	02/20/2020	379.50	Eqp. Oper. Recycled Antifreeze	20000	3342		379.50
	Vendor Total		379.50	*				
Door & Fence Store Inc	76667	02/20/2020	349.00	Eqp. Cable/labor/service	20000	296247		349.00
	Vendor Total		349.00	*				
Draintech	76688	02/20/2020	652.50	Rprs/Mnt DD#10 jetting	20000	24380A		652.50
	Vendor Total		652.50	*				
Hallett Materials	76650	02/20/2020	5,370.30	Snw/Ice Cntrl Sand for Ice control	20000	1561328		3,901.56

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Snw/Ice Cntrl				
				Sand for Ice Control	20000	1561561		1,468.74
	Vendor Total		5,370.30	*				
Heartland Coop	76682	02/20/2020	4,635.88	Equip Oper				
				Tank Diesel - Collins	20000	16-616471		518.36
				Equip Oper				
				Tank Diesel - Collins	20000	16-616724		508.45
				Equip Oper				
				Tank Diesel - Colo	20000	60-233290		1,292.46
				Equip Oper				
				Tank Diesel - Colo	20000	60-233428		1,374.69
				Equip Oper				
				Tank Diesel - Collins	20000	16-617191		941.92
	Vendor Total		4,635.88	*				
Hokel Machine Supply	76657	02/20/2020	742.17	Mnt				
				cap screws	20000	750468		36.88
				Mnt				
				Hose	20000	749966		105.98
				Mnt				
				Cable/rope	20000	749684		351.67
				Mnt				
				v-plow repair parts	20000	749639		106.89
				Mnt				
				Air tool oil	20000	749639		9.50
				Mnt				
				Hose	20000	749062		70.41
				Mnt				
				Chain	20000	748768		60.84
	Vendor Total		742.17	*				
Jerico Services Inc.	76677	02/20/2020	4,345.00	Snw/Ice Cntrl				
				Ice Control	20000	81169		2,365.00
				Snw/Ice Cntrl				
				Ice Control	20000	81120		1,980.00
	Vendor Total		4,345.00	*				
John Deere Financial	76685	02/20/2020	410.84	Sup				
				Helmets/oil/boots/chaps	20000	4596263		410.84
	Vendor Total		410.84	*				
Karl Chevrolet Inc.	76678	02/20/2020	34.59	Mnt				
				Harness	20000	562935		34.59
	Vendor Total		34.59	*				
City of Kelley	76656	02/20/2020	100.52	Utility				
				Water/sewer 12/20/19-01/20/20	20000			100.52
	Vendor Total		100.52	*				
Keltek Incorporated	76673	02/20/2020	361.95	Equip				
				Amber flashers (5)	20000	31291		361.95

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
		Vendor Total	361.95	*				
Key Cooperative	76658	02/20/2020	6,062.75	Veh Fls/Mnt				
				Tank Diesel - McCallsburg	20000	0539287		375.70
				Veh Fls/Mnt				
				Tank Diesel - McCallsburg	20000	0539288		1,447.17
				Veh Fls/Mnt				
				Tank Diesel - Kelley	20000	0539289		1,341.02
				Veh Fls/Mnt				
				Tank Diesel - Kelley	20000	0539290		822.31
				Veh Fls/Mnt				
				Tank Diesel - Story City	20000	0539292		519.37
				Veh Fls/Mnt				
				Tank Diesel - Story City	20000	0539291		676.96
				Veh Fls/Mnt				
				Propane - Kelley	20000	0143597		880.22
		Vendor Total	6,062.75	*				
Lambi Construction	76687	02/20/2020	2,550.00	DD#10 Improvements	20000			2,550.00
		Vendor Total	2,550.00	*				
Lowes Companies Inc.	76679	02/20/2020	398.57	Equip Oper				
				Asphalt	20000	904943		192.80
				Equip Oper				
				hardware for door	20000	904112		13.73
				Equip Oper				
				Spray nozzles	20000	904350		14.60
				Equip Oper				
				Soap	20000	904350		4.73
				Equip Oper				
				Door	20000	956183		163.23
				Equip Oper				
				Driver Set	20000	956183		9.48
		Vendor Total	398.57	*				
Marco	76683	02/20/2020	193.33	Rnt				
				Printing Chg 12/30-1/28	20000	26434985		193.33
		Vendor Total	193.33	*				
City of McCallsburg	76653	02/20/2020	3.62	Serv				
				Water/sewer/lagoon	20000			3.62
		Vendor Total	3.62	*				
McFarland Clinic	76680	02/20/2020	239.00	Serv				
				1st qtr testing	20000	NP8QR7682		134.00
				Serv				
				Earmolds - Herridge	20000	NP8QR7682		105.00
		Vendor Total	239.00	*				
Midwest Cylinder Head Co.	76672	02/20/2020	90.95	Tl/Mt'l/sup				
				Acetylene	20000	40NV001276		90.95
		Vendor Total	90.95	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Monroe Truck Equipment	76676	02/20/2020	567.17	Eqp oper. wing posts/freight	20000	5424433		567.17
		Vendor Total	567.17	*				
Murphy Tractor & Equipment	76670	02/20/2020	964.80	Eqp oper. window/isolator	20000	1313671		964.80
		Vendor Total	964.80	*				
O'Halloran International	76648	02/20/2020	11,306.76	Eqp. Oper. Tank drain w/heater	20000	31P63865		225.16
				Eqp. Oper. Gasket/filter/DEF	20000	31S10076		196.25
				Eqp. Oper. Labor on repair	20000	31S10076		600.00
				Eqp. Oper. Eng cooling fan	20000	31P63557		367.28
				Eqp. Oper. Hose/Cooler/fluid/filter	20000	31P63339		503.44
				Eqp. Oper. Hub/bearings/drum/wheel kit	20000	31P63044		904.10
				Eqp. Oper. Pressure sensor	20000	31P63120		125.35
				Eqp. Oper. ABS Sensor	20000	31S10041		166.83
				Eqp. Oper. Labor on repair	20000	31S10041		180.00
				Eqp. Oper. Diesel treatment	20000	31P62830		143.04
				Eqp. Oper. Winshield washer cap	20000	31P62730		29.56
				Eqp. Oper. Air filters	20000	31P62328		99.16
				Eqp. Oper. Diesel fuel treatment	20000	31P62483		240.12
				Eqp. Oper. Filters - Misc.	20000	31P62309		1,097.44
				Eqp. Oper. Diesel fuel treatment	20000	31P62183		240.12
				Eqp. Oper. Harness assembly	20000	31P62078		340.17
				Eqp. Oper. Harness Clearance/Marker	20000	31P62048		242.48
				Eqp. Oper. Shift knob	20000	31P62048		49.69
				Eqp. Oper. DEF	20000	31P61700		441.45
				Eqp. Oper. DEF	20000	31P61698		654.00
				Eqp. Oper. Inlet throttle kit	20000	31P61693		495.06
				Eqp. Oper. Fan belt	20000	31P61348		40.63

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Eqp. Oper. Countersunk Screw	20000	31P61450		8.46
				Eqp. Oper. Core credit/EGR Valve/bolt	20000	31P61388		1,169.27-
				Eqp. Oper. Id pulley/tensioner/fan belt	20000	31P61344		401.55
				Eqp. Oper. Tail/stop lights	20000	31P61231		224.04
				Eqp. Oper. Fuel filter	20000	31P60739		112.00
				Eqp. Oper. drum credit	20000	31P60663		393.20-
				Eqp. Oper. EGR Cooler/core/hose/valve	20000	31P60630		4,981.97
				Eqp. Oper. Credit on fuel treatment retn	20000	31P62495		240.12-
			11,306.76	Vendor Total *				
Pratt Sanitation Inc.	76681	02/20/2020	160.00	Trash Garbage January	20000	10522		160.00
			160.00	Vendor Total *				
Printing Services	76664	02/20/2020	140.41	Sup Pins/File frame	20000	680297		140.41
			140.41	Vendor Total *				
City of Roland	76647	02/20/2020	73.59	Serv water/sewer/landfill 1/1-1/31	20000			73.59
			73.59	Vendor Total *				
Ryan A Smith	76652	02/20/2020	93.61	Clothing Boot Reimb.	20000	4615952		93.61
			93.61	Vendor Total *				
Story City Municipal Electric	76661	02/20/2020	52.72	Utility Electrical 12/9-1/16	20000			52.72
			52.72	Vendor Total *				
City of Story City	76660	02/20/2020	48.73	Eqp oper. Water/sewer/landfill 12/9-1/16	20000			48.73
			48.73	Vendor Total *				
USPS	76665	02/20/2020	10.00	Postage Postage refill 1/27-2/9	20000			10.00
			10.00	Vendor Total *				
WEX Bank	76655	02/20/2020	25,238.94	Veh fls/mnt Gas - Jan 2020	20000	63571302		2,247.64
				Veh fls/mnt Diesel - Jan 2020	20000	63571302		22,991.30
			25,238.94	Vendor Total *				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Wheeler Lumber LLC	76669	02/20/2020	50.40	Brdgs/clvrts				
				Tenino Copper Naphthenate	20000	1100010019		50.40
	Vendor Total		50.40	*				
Ziegler Inc.	76668	02/20/2020	2,335.70	Eqp				
				Manifold/gasket	20000	500213055		629.42
				Eqp				
				Labor on repair	20000	500213055		1,183.00
				Eqp				
				Credit on return	20000	500133472		151.47-
				Eqp				
				Element cooler	20000	510299636		724.75
				Eqp				
				Core credit	20000	510026448		50.00-
	Vendor Total		2,335.70	*				
Department Total			80,509.24	**				

Department 21 Veterans Affairs

Aureon	5376	02/12/2020	50.31	Phone				
				Va Feb. charges	01000	789006335		50.31
	Vendor Total		50.31	*				
IACCVSO	5432	02/12/2020	120.00	Educ.				
				Va spring schl 4/14-4/16 x 2	01000			120.00
	Vendor Total		120.00	*				
Marco	5355	02/12/2020	28.85	Rnt				
				Va usage 12/30-1/28/20	01000	26434985		28.85
	Vendor Total		28.85	*				
Veterans of Foreign Wars	5322	02/10/2020	32.00	VA 2020 dues	01000	11284278		32.00
	Vendor Total		32.00	*				
Department Total			231.16	**				

Department 22 Conservation Board

A & M Services Inc	5351	02/12/2020	137.34	Rugs/mops				
				Sccb laundry service	01000			137.34
	Vendor Total		137.34	*				
Air Filter Sales and Service	5356	02/12/2020	42.51	Mnt				
				Sccb filters	01000	243045		42.51
	Vendor Total		42.51	*				
Alliant Energy	5360	02/12/2020	175.48	Util.				
				Sccb util. riversid 12/30-1/31	01000	4925/4357		175.48
	Vendor Total		175.48	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Ames Municipal Utilities	5366	02/12/2020	502.17	Util. Sccb 12/19-1/22/20 util. rvrsd	01000			502.17
		Vendor Total	502.17	*				
Arnold Motor Supply	5369	02/12/2020	35.98	Mnt Sccb oil seals	73000	24839		35.98
		Vendor Total	35.98	*				
Aureon	5376	02/12/2020	518.09	Phone Sccb Feb. charges	01000	789006335		518.09
		Vendor Total	518.09	*				
Border States Industries Inc.	5382	02/12/2020	1.80	Supplies Sccb supplies	01000	919371231		1.80
		Vendor Total	1.80	*				
Capital City Equipment Co.	5386	02/12/2020	213.59	Veh Fls/Mnt Sccb oil/filter/fuel filter	01000	02516		213.59
		Vendor Total	213.59	*				
Capital Sanitary Supply	5387	02/12/2020	437.18	Cust. Sup. Sccb Custodial supplies	01000			437.18
		Vendor Total	437.18	*				
Central Iowa Broadband	5324	02/10/2020	1,024.44	Comm Serv Sccb February charges	01000	488000151		1,024.44
		Vendor Total	1,024.44	*				
Colo Telephone Co.	5401	02/12/2020	75.60	Comm. Srvs. Sccb phone/HGP Feb.	01000			75.60
		Vendor Total	75.60	*				
Heuss Printing Inc	5425	02/12/2020	15.00	Sup Sccb pdf/parks matrix	01000	137568		15.00
		Vendor Total	15.00	*				
Howe's Welding & Metal Fab	5430	02/12/2020	15.89	Fls/Mnt Sccb angle iron	01000	86890		15.89
		Vendor Total	15.89	*				
Iowa Chapter	5438	02/12/2020	65.00	Sccb registrtn winter/Clough	01000			65.00
		Vendor Total	65.00	*				
Nicholas J Keefer	5468	02/12/2020	72.97	Empl Mlg/Exp Sccb reimb. CDL/meals	01000			72.97
		Vendor Total	72.97	*				
Key Cooperative	5473	02/12/2020	1,725.55	Veh Fls/Mnt Sccb fuel/Jan.	01000	14454		1,725.55
		Vendor Total	1,725.55	*				
Lowes Companies Inc.	5479	02/12/2020	26.20	Prt/Sup				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Scb lumber/sand	01000 0	114288 8		19.36
				Prt/Sup				
				Scb lumber/sand	01000 0	114288 8		6.84
		Vendor Total	26.20	*				
Marco	5355	02/12/2020	375.26	Rnt				
				Sccb usage 12/30-1/28/20	01000	26434985		375.26
		Vendor Total	375.26	*				
Menards	5331	02/11/2020	6,174.00	Sup				
				Sccb Generators x 6	01000	20489		6,174.00
	5368	02/12/2020	168.82	Sup				
				Sccb supplies	01000			168.82
		Vendor Total	6,342.82	*				
NAPA Auto Parts	5332	02/11/2020	67.95	Veh fls/mnt				
				Sccb cabin air filters x 3	01000	42804		67.95
		Vendor Total	67.95	*				
Nevada Hardware Inc	5333	02/11/2020	54.85	Prts/Sup				
				Sccb windshield fluid/ice melt	01000	19760		38.67
				Prts/Sup				
				Sccb breakers	01000	19760		16.18
		Vendor Total	54.85	*				
Northcrest Community	5335	02/11/2020	277.50	Serv				
				Sccb meals Jan OWLS	01000	113955		277.50
		Vendor Total	277.50	*				
Orkin	5311	02/10/2020	73.71	Serv				
				Sccb pest contral	01000	28623099		73.71
		Vendor Total	73.71	*				
Erica L Place	5336	02/11/2020	246.65	Empl Mlg/Exp				
				Sccb reimb GoDaddy renewal	01000			246.65
		Vendor Total	246.65	*				
Portable Pro, Inc.	5337	02/11/2020	220.00	Equip Rent				
				Sccb restroom rentals January	01000	51471		220.00
		Vendor Total	220.00	*				
Sign Pro	5340	02/11/2020	30.00	Fls/Mnt				
				Sccb replace graphics on sign	01000	57012		30.00
		Vendor Total	30.00	*				
TLC	5342	02/11/2020	195.00	Serv				
				Sccb Meals OWLS February	01000			195.00
		Vendor Total	195.00	*				
Truax Company	5343	02/11/2020	1,314.04	Veh fls/mnt				
				Sccb parts seed drill repair	73000	20200049		1,314.04
		Vendor Total	1,314.04	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Verizon Wireless	5449	02/12/2020	160.04	Phn				
				Sccb ph/NewSim/Xoom Dec/Jan	01000	9846839118		160.04
		Vendor Total	160.04	*				
Vetter Equipment	5344	02/11/2020	589.85	Sup				
				Sccb Oil/filters	01000	I950722		589.85
		Vendor Total	589.85	*				
VISA	5347	02/12/2020	437.73	Educ.				
				Sccb Cont. Ed.	01000	2888		437.73
		Vendor Total	437.73	*				
Waste Management of Ames	5345	02/11/2020	2,171.36	Trash Serv				
				Sccb Garbage January	01000			2,171.36
		Vendor Total	2,171.36	*				
WEX Bank	5346	02/11/2020	34.56	Veh fls/mnt				
				Sccb Fuel 1/15/20	01000	280950-7		34.56
		Vendor Total	34.56	*				
Wild Birds Unlimited	5452	02/12/2020	69.67	Sup				
				Sccb bird seed MCF Park	01000	204		69.67
		Vendor Total	69.67	*				
City of Zearing	5466	02/12/2020	59.76	Util.				
				Sccb water/sewer 12/16-1/14/20	01000	128700		59.76
		Vendor Total	59.76	*				

Department Total 17,801.94 **

Department 23 Environmental Health

Aureon	5376	02/12/2020	88.49	Phone				
				EnvHlth Feb. charges	01000	789006335		88.49
		Vendor Total	88.49	*				
John Crane	5292	02/10/2020	500.00	Well plug				
				EnvHlth plugging well	01000			500.00
	5293	02/10/2020	500.00	Well plug				
				EnvHlth plugging well	01000			500.00
	5404	02/12/2020	500.00	Well plug				
				EnvHlth plugging/well	01000			500.00
		Vendor Total	1,500.00	*				
Marco	5355	02/12/2020	51.20	Rnt				
				EnvHlth usage 12/30-1/28/20	01000	26434985		51.20
		Vendor Total	51.20	*				
Office Depot	5309	02/10/2020	4.02	Sup				
				EnvHlth supplies	01000	5630672001		4.02
		Vendor Total	4.02	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
State Hygienic Lab	5431	02/12/2020	96.00	Supplies				
				EnvHlth lab fees 1/7-1/14/20	01000	182639		96.00
	Vendor Total		96.00	*				
USPS	5329	02/10/2020	11.10	EnvHlth 1/27-2/9/20 postage	01000			11.10
	Vendor Total		11.10	*				
VISA	5347	02/12/2020	283.12	Educ.				
				EnvHlth Cont. Ed.	01000	2037		283.12
	Vendor Total		283.12	*				
WEX Bank	5450	02/12/2020	69.87	Veh fls/mnt				
				EnvHlth Fuel January	01000	63602305		69.87
	Vendor Total		69.87	*				

Department Total 2,103.80 **

Department 24 I.R.V.M.

Alliant Energy	5362	02/12/2020	92.30	Util.				
				Irvm util. 1/7-2/7 range	11000	7287711000		92.30
	Vendor Total		92.30	*				
Aureon	5376	02/12/2020	39.57	Phone				
				Irvm Feb. charges	11000	789006335		39.57
	Vendor Total		39.57	*				
Chitty Garbage Service Inc.	5397	02/12/2020	11.00	Serv				
				Irvm Jan bin rent	11000	2800500		11.00
	Vendor Total		11.00	*				
Jensen Excavating Inc.	5463	02/12/2020	4,820.00	Grnds mnt				
				Irvm tree/beaver dam removal	11000	7657		4,820.00
	Vendor Total		4,820.00	*				
Key Cooperative	5473	02/12/2020	398.04	Veh Fls/Mnt				
				Irvm fuel/Jan.	11000	12587		398.04
	Vendor Total		398.04	*				

Department Total 5,360.91 **

Department 25 Community Services

Adams Funeral Home	5352	02/12/2020	1,993.00	Serv				
				Cser cremation	01000	GA#4575		1,993.00
	5353	02/12/2020	1,993.00	Serv				
				Cser cremation	01000	GA#2232		1,993.00
	Vendor Total		3,986.00	*				
Aureon	5376	02/12/2020	59.20	Phone				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Cser Feb. charges	01000	789006335		59.20
			59.20	*				
Commercial Investment	5402	02/12/2020	550.00	Rent	01000	GA#3403		550.00
				Cser Feb. 2020 rent				
			550.00	*				
Flummerfelt Inc.	5411	02/12/2020	300.00	Rent	01000	GA#3287		300.00
				Cser Feb. 2020 rent				
			300.00	*				
Jennifer Kelly	5348	02/12/2020	500.00	Rnt	01000	GA#3136		500.00
				Cser Rent January				
			500.00	*				
Marco	5355	02/12/2020	55.63	Rnt	01000	26434985		55.63
				Cser usage 12/30-1/28/20				
			55.63	*				
The Ridge at Fountainview, LC	5410	02/12/2020	500.00	Rent	01000	GA#4574		500.00
				Cser rent February				
			500.00	*				
Sensible Property Solutions	5421	02/12/2020	450.00	Rnt	01000	GA#1238		450.00
				Cser rent January				
			450.00	*				
200-202 Wellons, LC	5350	02/12/2020	500.00	Rent	01000	GA#2875		500.00
				Cser Feb. 2020 rent				
			500.00	*				
			6,900.83	**				
Department Total								
<u>Department 26 Community Life</u>								
Alliant Energy	5357	02/12/2020	278.44	Util.	01000	3805921000		278.44
				Clp util GH 1/2-2/3				
			278.44	*				
Ames Ford Lincoln	5363	02/12/2020	698.10	Mnt	01000	6185224/08		698.10
				Clp LOF/repairs				
			698.10	*				
Ames Municipal Utilities	5365	02/12/2020	1,097.15	Util.	01000	32064/4794		1,097.15
				Clp util. GH				
			1,097.15	*				
Arnold Motor Supply	5288	02/10/2020	2.34	Mnt	01000	13NV064437		2.34
				Clp blade fuse				
			2.34	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Chitty Garbage Service Inc.	5399	02/12/2020	148.50	Serv Clp garbage/Jan GH	01000	613632-001		148.50
		Vendor Total	148.50	*				
Interstate All Battery Center	5436	02/12/2020	22.80	Veh Fls/Mnt Clp battery	01000	303009334		22.80
		Vendor Total	22.80	*				
Key Cooperative	5472	02/12/2020	372.87	Veh Fls/Mnt Clp fuel Jan	01000	12586		372.87
		Vendor Total	372.87	*				
Menards	5368	02/12/2020	4.35	Sup Clp supplies	01000			4.35
		Vendor Total	4.35	*				
NAPA Auto Parts	5375	02/12/2020	47.66	Veh fls/mnt Clp wiper blades	01000	42796		47.66
		Vendor Total	47.66	*				
Orkin	5311	02/10/2020	231.04	Serv Clp pest contral	01000	28623099		231.04
		Vendor Total	231.04	*				
		Department Total	2,903.25	**				
<u>Department 50 Human Services Center</u>								
A & M Services Inc	5351	02/12/2020	190.82	Rugs/mops Hsc laundry service	01000			190.82
		Vendor Total	190.82	*				
Aureon	5376	02/12/2020	20.91	Phone Hsc Feb. charges	01000	789006335		20.91
		Vendor Total	20.91	*				
Border States Industries Inc.	5382	02/12/2020	80.78	Supplies HSC supplies	01000	919306003		80.78
		Vendor Total	80.78	*				
Capital Sanitary Supply	5387	02/12/2020	600.14	Cust. Sup. Hsc Custodial supplies	01000			600.14
		Vendor Total	600.14	*				
Chitty Garbage Service Inc.	5399	02/12/2020	229.50	Serv HSC garbage/Jan.	01000	1643752		229.50
		Vendor Total	229.50	*				
Grainger	5422	02/12/2020	51.11	Sup Hsc mainvheel kits/mirror	01000	9418587680		51.11
		Vendor Total	51.11	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Key Cooperative	5472	02/12/2020	227.87	Veh Fls/Mnt	01000	12586		212.34
				Hsc fuel Jan	01000	12586		15.53
				Veh Fls/Mnt				
				Hsc fuel Jan				
			227.87	*				
Vendor Total			227.87	*				
Lowes Companies Inc.	5302	02/10/2020	379.38	Prt/Sup	01000	905924		285.00
				Hs vacuum	01000	905034		94.38
				Prt/Sup				
				Hsc supplies				
			379.38	*				
Vendor Total			379.38	*				
Marco	5355	02/12/2020	82.38	Rnt	01000	26434985		82.38
				Hsc usage 12/30-1/28/20				
			82.38	*				
Vendor Total			82.38	*				
Menards	5368	02/12/2020	42.18	Sup	01000			40.43
				Hsc supplies	01000			1.75
				Sup				
				Hsc supplies				
			42.18	*				
Vendor Total			42.18	*				
Metro Waste Authority	5374	02/12/2020	306.85	Trash Serv	01000	14298G3B4G		306.85
				Hsc waste removal				
			306.85	*				
Vendor Total			306.85	*				
O'Donnell Ace Hardware	5308	02/10/2020	4.99	Supplies	01000	85051		4.99
				Hsc supplies				
			4.99	*				
Vendor Total			4.99	*				
Orkin	5311	02/10/2020	85.89	Serv	01000	28623099		85.89
				Hsc pest contral				
			85.89	*				
Vendor Total			85.89	*				
Pac-Van Inc.	5388	02/12/2020	236.25	Rent/Maint	01000	14666207		236.25
				Hsc storage container				
			236.25	*				
Vendor Total			236.25	*				
Schumacher Elevator Co.	5480	02/12/2020	434.32	Mnt	01000	90484253		434.32
				Hsc Elevator maintenance				
			434.32	*				
Vendor Total			434.32	*				
			2,973.37	**				
Department Total			2,973.37	**				
<u>Department 51 Facilities Management</u>								
A & M Services Inc	5351	02/12/2020	841.00	Rugs/mops	01000			841.00
				Fmgt laundry service				
			841.00	*				
Vendor Total			841.00	*				
Ames Ford Lincoln	5363	02/12/2020	504.14	Mnt				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Fmgt LOF/repairs	01000	6185175		504.14
	Vendor Total		504.14	*				
Aureon	5376	02/12/2020	174.35	Phone	01000	789006335		169.68
				Fmgt Feb. charges				
				Phone				
				Fgmt Feb. charges	01000	789006335		4.67
	Vendor Total		174.35	*				
Border States Industries Inc.	5382	02/12/2020	176.62	Supplies	01000	919221464		176.62
				Fmgt supplies				
	Vendor Total		176.62	*				
Capital Sanitary Supply	5387	02/12/2020	538.77	Cust. Sup.	01000			538.77
				Fmgt Custodial supplies				
	Vendor Total		538.77	*				
Electric Wholesale Company	5295	02/10/2020	60.45	Prts/Sup	01000	535714		60.45
				Fmgt fuses				
	Vendor Total		60.45	*				
Grainger	5422	02/12/2020	51.10	Sup	01000	9418587680		51.10
				Fmgt mainvheel kits/mirror				
	Vendor Total		51.10	*				
Heartland Flagpoles & Flags	5297	02/10/2020	80.00	Adm Bldg Mnt	01000	7518		80.00
				Fmgt flags				
	Vendor Total		80.00	*				
Key Cooperative	5472	02/12/2020	414.93	Veh Fls/Mnt	01000	12586		399.41
				Fmgt fuel Jan				
				Veh Fls/Mnt				
				Fmgt fuel/Jan.	01000	12586		15.52
	Vendor Total		414.93	*				
Marco	5355	02/12/2020	100.96	Rnt	01000	26434985		100.96
				Fmgt usage 12/30-1/28/20				
	Vendor Total		100.96	*				
Menards	5368	02/12/2020	72.72	Sup	01000			36.74
				Fmgt supplies				
				Sup				
				Fmgt supplies	01000			35.98
	Vendor Total		72.72	*				
Metro Waste Authority	5374	02/12/2020	306.86	Trash Serv	01000	14298G3B4G		306.86
				Fmgt waste removal				
	Vendor Total		306.86	*				
Moody Electric, Inc.	5306	02/10/2020	897.25	Serv.	01000	80001		897.25
				Fmgt demo/reinstll elect. HVAC				
	Vendor Total		897.25	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Nevada Hardware Inc	5377	02/12/2020	51.74	Prts/Sup				
				Fmgt supplies	01000	19800		11.49
				Prts/Sup				
				Fmgt supplies	01000	19800		40.25
	Vendor Total		51.74	*				
City of Nevada	5307	02/10/2020	137.40	Util.				
				Fmgt util. 12/2-1/2 admin	01000	2606001		137.40
	Vendor Total		137.40	*				
O'Donnell Ace Hardware	5308	02/10/2020	6.99	Supplies				
				Fmgt supplies	01000	85051		6.99
	Vendor Total		6.99	*				
Orkin	5311	02/10/2020	88.71	Serv				
				Fmgt pest contral	01000	28623099		88.71
	Vendor Total		88.71	*				
Pratt Sanitation Inc.	5338	02/11/2020	336.00	Trash				
				Fmgt Garbage January	01000	10522		336.00
	Vendor Total		336.00	*				
Schumacher Elevator Co.	5480	02/12/2020	6,699.35	Mnt				
				Fmgt Elevator maintenance	01000	40814DP		6,699.35
	Vendor Total		6,699.35	*				
Scriptive Solutions	5415	02/12/2020	8.00	Serv				
				Fmgt embroidery	01000	1006		8.00
	Vendor Total		8.00	*				
Snow Creek Apparel	5424	02/12/2020	817.40	Unfrms/eqp.				
				Fmgt uniforms	01000	5197		191.45
				Unfrms/eqp.				
				Fmgt uniforms	01000	5189		120.00
				Unfrms/eqp.				
				Fmgt uniforms	01000	5188		505.95
	Vendor Total		817.40	*				
Department Total			12,364.74	**				
<u>Department 52 Information Technology</u>								
Aureon	5376	02/12/2020	565.64	Phone				
				It Feb. charges	01000	789006335		123.24
				Phone				
				IT Feb. charges	01000	789006335		442.40
	Vendor Total		565.64	*				
Central Iowa Broadband	5324	02/10/2020	1,252.00	Comm Serv				
				IT Internet February	01000	488000151		1,252.00
	Vendor Total		1,252.00	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Marco	5355	02/12/2020	95.87	Rnt				
				IT usage 12/30-1/28/20	01000	26434985		95.87
	Vendor Total		95.87	*				
USIC Locating Service LLC	5328	02/10/2020	250.00	Fiber Opt.				
				IT SCO reg locate January	01000	366502		250.00
	Vendor Total		250.00	*				
Verizon Wireless	5449	02/12/2020	40.01	Phn				
				IT ph/NewSim/Xoom Dec/Jan	01000	9846839118		40.01
	Vendor Total		40.01	*				
Windstream Communications	5453	02/12/2020	44.95	Phn				
				IT ph/fax/internet 1/28-2/27	01000	091139933		44.95
	Vendor Total		44.95	*				
Department Total			2,248.47	**				

Department 53 Planning & Development

Aureon	5376	02/12/2020	142.84	Phone				
				P&D Feb. charges	11000	789006335		142.84
	Vendor Total		142.84	*				
Marco	5355	02/12/2020	51.21	Rnt				
				P&D usage 12/30-1/28/20	11000	26434985		51.21
	Vendor Total		51.21	*				
Office Depot	5309	02/10/2020	4.02	Sup				
				P&D supplies	11000	5630672001		4.02
	Vendor Total		4.02	*				
USPS	5329	02/10/2020	92.40	P&D 1/27-2/9/20 postage	11000			92.40
	Vendor Total		92.40	*				
VISA	5347	02/12/2020	680.00	Educ.				
				P&D Cont. Ed.	11000	2706		680.00
	Vendor Total		680.00	*				
WEX Bank	5450	02/12/2020	44.45	Veh fls/mnt				
				P&D Fuel January	11000	63602305		44.45
	Vendor Total		44.45	*				
Department Total			1,014.92	**				

Department 54 Justice Center Facilities

A & M Services Inc	5351	02/12/2020	590.91	Rugs/mops				
				Jc laundry service	01000			590.91
	Vendor Total		590.91	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Air Filter Sales and Service	5356	02/12/2020	125.83	Mnt Jc filters	01000	242825		125.83
		Vendor Total	125.83	*				
Barton Solvents, Inc.	5289	02/10/2020	828.08	Gylcol Jc glycol/drum dep. return	01000	361558		828.08
		Vendor Total	828.08	*				
Border States Industries Inc.	5382	02/12/2020	89.00	Supplies Jc supplies	01000	919254948		89.00
		Vendor Total	89.00	*				
Capital Sanitary Supply	5387	02/12/2020	1,292.63	Cust. Sup. Jc Custodial supplies	01000			1,292.63
		Vendor Total	1,292.63	*				
Draintech	5294	02/10/2020	2,273.28	Rprs/Mnt Jc plumbing serv.	01000	110654		355.50
				Rprs/Mnt Jc plumbing serv.	01000	110630		550.15
				Rprs/Mnt Jc plumbing serv.	01000	110634		266.63
				Rprs/Mnt Jc plumbing serv.	01000	110637		533.25
				Rprs/Mnt Jc plumbing serv.	01000	110639		567.75
		Vendor Total	2,273.28	*				
Grainger	5422	02/12/2020	51.11	Sup Jc mainvheel kits/mirror	01000	9418587680		51.11
		Vendor Total	51.11	*				
Hokel Machine Supply	5427	02/12/2020	453.33	Mnt Jcc supplies	01000	750192		453.33
		Vendor Total	453.33	*				
Key Cooperative	5472	02/12/2020	233.96	Veh Fls/Mnt Jc fuel Jan	01000	12586		233.96
		Vendor Total	233.96	*				
Marco	5355	02/12/2020	73.20	Rnt Jc usage 12/30-1/28/20	01000	26434985		73.20
		Vendor Total	73.20	*				
Menards	5368	02/12/2020	70.12	Sup Jc supplies	01000			68.33
				Sup Jc supplies	01000			1.79
		Vendor Total	70.12	*				
Metro Waste Authority	5374	02/12/2020	306.86	Trash Serv Jc waste removal	01000	14298G3B4G		306.86

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	Vendor Total		306.86	*				
Nevada Hardware Inc	5377	02/12/2020	64.71	Prts/Sup Jc supplies	01000	19800		64.71
	Vendor Total		64.71	*				
City of Nevada	5307	02/10/2020	2,106.64	Util. Jc util. 12/2-1/2	01000	36906001		2,106.64
	Vendor Total		2,106.64	*				
O'Donnell Ace Hardware	5308	02/10/2020	4.99	Supplies Jc supplies	01000	85051		4.99
	Vendor Total		4.99	*				
Orkin	5311	02/10/2020	112.20	Serv Jc pest contral	01000	28623099		112.20
	Vendor Total		112.20	*				
Plumb Supply Co.	5396	02/12/2020	57.63	Sup Jc plumbing supplies	01000	6431085		57.63
	Vendor Total		57.63	*				
Pratt Sanitation Inc.	5338	02/11/2020	528.00	Trash Jc Garbage January	01000	10522		528.00
	Vendor Total		528.00	*				
RMH Architects	5316	02/10/2020	1,236.00	Prof Serv. Jc phs 1/HVAC 12/16-1/15	01000	19023-05		1,236.00
	Vendor Total		1,236.00	*				
Schumacher Elevator Co.	5480	02/12/2020	378.28	Mnt Jc Elevator maintenance	01000	90484084		378.28
	Vendor Total		378.28	*				
Department Total			10,876.76	**				
<u>Department 59 Dept. Human Services</u>								
Aureon	5376	02/12/2020	1,025.41	Phone Dhs Feb. charges	01000	789006335		1,025.41
	Vendor Total		1,025.41	*				
Mail Services, LLC	5304	02/10/2020	335.53	Ntcs/Pstg Dhs 12/23-1/10 mailings	01000	I001784		335.53
	5349	02/12/2020	449.45	Ntcs/Pstg Dhs Mailing 1/13-1/31	01000	I011784		449.45
	Vendor Total		784.98	*				
Quill Corporation	5314	02/10/2020	52.78	Sup Dhs office sup.	01000	3983928		52.78
	Vendor Total		52.78	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Treasurer State of Iowa	5444	02/12/2020	28.00	Supp				
				Dhs Bus. cards/Gail	01000	11319		28.00
	Vendor Total		28.00	*				
U.S. Cellular	5446	02/12/2020	564.62	Phn				
				Dhs cell phones 1/28-2/27/20	01000	354780843		564.62
	Vendor Total		564.62	*				
Xerox Corporation	5323	02/10/2020	452.71	Serv				
				Dhs 11/21-12/30 print charges	01000			452.71
	5470	02/12/2020	312.86	Serv				
				Dhs print charges	01000	99354887		278.38
				Serv				
				Dhs print charges	01000	99354891		5.17
				Serv				
				Dhs print charges	01000	99354894		29.31
	Vendor Total		765.57	*				
Department Total			3,221.36	**				

Department 60 Mental Health Administr.

Aureon	5376	02/12/2020	88.80	Phone				
				Mh Feb. charges	10000	789006335		88.80
	Vendor Total		88.80	*				
Marco	5355	02/12/2020	121.57	Rnt				
				Mh usage 12/30-1/28/20	10000	26434985		121.57
	Vendor Total		121.57	*				
Department Total			210.37	**				

Department 61 Juvenile Court Services

Central Iowa Detention	5290	02/10/2020	82.50	Serv				
				Jcs detention/Dania medical	01000	31456		82.50
	5291	02/10/2020	1,560.00	Serv				
				Jcs detention 1/1-1/2 Evans	01000	31488		100.00
				Serv				
				Jcs detention 1/3-1/6 Perkins	01000	31489		200.00
				Serv				
				Jcs detention 1/4-1/24 Evans	01000	31495		1,050.00
				Serv				
				Jcs UA 1/4-1/24 Evans	01000	31495		18.00
				Serv				
				Jcs detention 1/11-1/13 Vervil	01000	31499		150.00
				Serv				
				Jcs UA 1/11-1/13 Verville	01000	31499		18.00
				Serv				
				Jcs UA panl 1/11-1/13 Vervill	01000	31499		24.00

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	Vendor Total		1,642.50	*				
	Department Total		1,642.50	**				
<u>Department 91 Insurances</u>								
Employee Benefit Systems	5325	02/10/2020	1,326.00	Ins				
				Ins admin fees March	91000	23866		1,326.00
	Vendor Total		1,326.00	*				
Story County Health Self Ins	5320	02/10/2020	22,529.15	Ins				
				INS Dec-Feb. claims	91000			22,529.15
	Vendor Total		22,529.15	*				
	Department Total		23,855.15	**				
<u>Department 92 Dental Insurance</u>								
Story County Self Insurance	5321	02/10/2020	11,347.15	Ins				
				INS Jan/Feb. claims/Jan. admin	92000			11,347.15
	Vendor Total		11,347.15	*				
	Department Total		11,347.15	**				
<u>Department 99 Countywide Services</u>								
Ames Tribune	5367	02/12/2020	157.50	Publ.				
				Cwde inmate papers 12/31-2/2	28000	0003416		157.50
	Vendor Total		157.50	*				
Axis Forensic Toxicology	5378	02/12/2020	340.00	ME serv				
				Cwde drug panel/Hamilton	01000	58868		340.00
	Vendor Total		340.00	*				
Boys' and Girls' Club of Ames	5383	02/12/2020	2,070.78	Soc. Adj.				
				Cwde Jan serv.	01000			2,070.78
	Vendor Total		2,070.78	*				
Brown's Heavy Equipment, Inc.	5385	02/12/2020	904.11	Cwde Mrap serv.	22000	33576		904.11
	Vendor Total		904.11	*				
Center for Creative Justice	5389	02/12/2020	11.70	Serv				
				Cwde mlg AGCR057390	02000			11.70
	5390	02/12/2020	11.70	Serv				
				Cwde mlg/hearing OWCR058556	02000			11.70
	5392	02/12/2020	11.70	Serv				
				Cwde mlg/hearing OWCR058416	02000			11.70
	5393	02/12/2020	11.70	Serv				
				Cwde mlg/hearing AGCR057781	02000	SMSM081525		11.70

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	Vendor Total		46.80	*				
Central Iowa Detention	5395	02/12/2020	2,868.50	Serv Cwde Dec. 2019 care/Sharp	01000	31397		2,480.00
				Serv Cwde Jan. 20 med revw/Sharp	01000	31462		247.50
				Serv Cwde Jan. 20 medical/Sharp	01000	31507		141.00
	Vendor Total		2,868.50	*				
Chitty Garbage Service Inc.	5399	02/12/2020	42.00	Serv Cwde recycling	01000			42.00
	Vendor Total		42.00	*				
Emergency Residence Project	5406	02/12/2020	5,790.36	ER Shltr Cwde Dec. 2019 serv.	01000			5,790.36
	Vendor Total		5,790.36	*				
Julie R Erickson	5296	02/10/2020	130.00	Empl Mlg/Exp Cwde reimb. for exp/cakes	01000			130.00
	Vendor Total		130.00	*				
Fareway Store #426	5407	02/12/2020	15.39	Fd/Prov. Shrf med. sup./Jan 2020	01000			3.99
				Fd/Prov. Shrf comm./Jan 2020	28000			11.40
	Vendor Total		15.39	*				
Amy Fritz	5416	02/12/2020	829.10	Serv Cwde invest. fee/Munn	01000			40.00
				Serv Cwde invest. fee/Soash	01000			150.00
				Serv Cwde mlg.	01000			20.70
				Serv Cwde invest. fee/Severson	01000			150.00
				Serv Cwde invest. fee/Madson	01000			150.00
				Serv Cwde invest. fee/Zurborg	01000			150.00
				Serv Cwde mlg.	01000			9.20
				Serv Cwde invest. fee/Overland	01000			150.00
				Serv Cwde mlg.	01000			9.20
	Vendor Total		829.10	*				
Gale Mote Associates	5417	02/12/2020	3,005.92	Serv Cwde training/travel exp.	01000			3,005.92
	Vendor Total		3,005.92	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
HIRTA Public Transit	5298	02/10/2020	7,266.40	Serv. Cwde Dec. 2019 serv.	01000			7,266.40
	5299	02/10/2020	2,225.00	Serv. Cwde add'l funding/outreach	01000	FEB.		2,225.00
	Vendor Total		9,491.40	*				
Interstate All Battery Center	5436	02/12/2020	143.05	Veh Fls/Mnt Cwde battery	01000	303009393		143.05
	Vendor Total		143.05	*				
Iowa Division Investigations	5454	02/12/2020	115.00	Serv Cwde serv/mlg.	02000	20-051		50.00
				Serv Cwde serv/mlg.	02000	20-053		65.00
	Vendor Total		115.00	*				
Iowa Radiology	5456	02/12/2020	395.00	Serv Cwde x-ray/Shedd	01000	R307429		395.00
	Vendor Total		395.00	*				
Iowa State Medical Examiner	5457	02/12/2020	4,173.00	Autopsy fees Cwde autopsy/tox/Cavarretta	01000	18SME816-A		2,025.00
				Autopsy fees Cwde autopsy/tox/Schroeder	01000	19SME747-A		2,148.00
	5458	02/12/2020	2,230.00	Autopsy fees Cwde Autopsy/tox/his/Foster	01000	19SME774-A		2,230.00
	5461	02/12/2020	4,120.00	Autopsy fees Cwde Autopsy/tox/his/Germain	01000	19SME759-A		2,025.00
				Autopsy fees Cwde Autopsy/tox/his/Pillman	01000	19SME855-A		2,095.00
	Vendor Total		10,523.00	*				
ISG Field Services, LLC	5462	02/12/2020	3,468.23	Serv Cwde 12/1-12/28 pipeline insp.	01000	1625		3,468.23
	Vendor Total		3,468.23	*				
Jessica Jessen	5301	02/10/2020	150.00	Serv Cwde invest/fee Diamond	01000			150.00
	5465	02/12/2020	184.50	Serv Cwde inv/wickwire	01000			150.00
				Serv Cwde mlg.	01000			34.50
	Vendor Total		334.50	*				
Language Line Services	5476	02/12/2020	46.60	Crt cst Cwde interpretation/Jan 2020	28000	4744109		46.60
	Vendor Total		46.60	*				
McFarland Clinic	5361	02/12/2020	35.00	Serv Cwde pre emp drug screen x1	01000	2762325		35.00
	Vendor Total		35.00	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Noelle K McLatchie	5326	02/10/2020	51.32	Mlg/Exp				
				Cwde Reimb dept. recog. exp	01000			51.32
	5327	02/10/2020	519.00	Mlg/Exp				
				Cwde reimb awards/plaque	01000			519.00
	Vendor Total		570.32	*				
Mercy Medical Des Moines CP	5373	02/12/2020	580.48	Serv				
				Cwde Med care Cardines	01000	1924200057		580.48
	Vendor Total		580.48	*				
MGMC Home Health & Hospice Sr	5305	02/10/2020	17,817.42	Serv.				
				Cwde Nov IDPH Comm srv grants	01000			17,817.42
	Vendor Total		17,817.42	*				
Office Depot	5310	02/10/2020	3.60	Sup				
				Cwde supplies	01000	78487608		3.60
	Vendor Total		3.60	*				
PTS of America, LLC	5398	02/12/2020	1,732.00	Transp.				
				Cwde transport Fowler	01000	196350		932.00
				Transp.				
				Cwde transport Jones	01000	196704		800.00
	Vendor Total		1,732.00	*				
Alissa D Riese-Wignall	5315	02/10/2020	40.58	Mlg/Exp				
				Cwde reimb. exp.	01000			40.58
	Vendor Total		40.58	*				
Theresa A Ritland	5413	02/12/2020	90.00	Crt Cst				
				Cwde deposition Runner	02000	AGCR059015		90.00
	Vendor Total		90.00	*				
Matthew G Royer	5339	02/11/2020	192.83	Adm.				
				Cwde IPERS less 6 mo employed	01000			192.83
	Vendor Total		192.83	*				
Stew Hansen	5433	02/12/2020	23,180.00	Equip				
				Cwde 2019 Dodge Caravan	01000	128938		23,180.00
	Vendor Total		23,180.00	*				
Story County E911	5319	02/10/2020	2,798.51	Serv				
				Cwde 12/1-12/28 reimb. 25%	01000			2,798.51
	Vendor Total		2,798.51	*				
Swanson Services Corp	5441	02/12/2020	907.02	Sup				
				Cwde packs/bars/soup	28000	44139		907.02
	Vendor Total		907.02	*				
Thomson Reuters - West	5443	02/12/2020	1,147.98	Supplies				
				Cwde West info chrgs January	02000	841756321		1,147.98
	Vendor Total		1,147.98	*				

Disbursement Date 02/20/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Thrifty White Pharmacy	5445	02/12/2020	5,968.28	Meds	01000	324985		5,968.28
				Cwde INmate meds/January				
	Vendor Total		5,968.28	*				
VISA	5347	02/12/2020	29.48	Educ.	01000	2728		29.48
				Cwde Court ordered				
	Vendor Total		29.48	*				
WEX Bank	5451	02/12/2020	191.49	Veh fls/mnt	01000	63576870		136.71
				Cwde Fuel court ordered				
					22000	63576870		54.78
	Vendor Total		191.49	*				
Youth & Shelter Services, Inc	5459	02/12/2020	14,653.75	Serv.	01000			14,653.75
				Cwde Service October 2019				
	5460	02/12/2020	13,987.50	Serv.				
				Cwde Service November 2019				
	5464	02/12/2020	15,594.89	Serv.				
			Cwde Service December 2019	01000			14,453.75	
				01000			1,141.14	
	Vendor Total		44,236.14	*				
Noel Zunkel CSR	5471	02/12/2020	287.00	Crt cst	02000	OWCR059007		287.00
				Cwde transcripts Jacobsen 2/6				
	Vendor Total		287.00	*				
Department Total			140,525.37	**				
Report Total			476,185.25	***				

The above claims are approved except as indicated for warrants issued 02/20/2020

Claims Disapproved: Total Claims \$ 476,185.25

Claim No. By Board of Supervisors

Disbursement Date 02/20/2020

Totals by Department

01	Board Of Supervisors	10,332.29
02	Auditor	3,016.55
03	Treasurer	4,276.23
04	County Attorney	10,596.01
05	Sheriff	110,692.50
07	Recorder	419.20
08	Animal Control	5,573.18
10	Gen.Betterment-40% L.O.	5,188.00
20	County Engineer	80,509.24
21	Veterans Affairs	231.16
22	Conservation Board	17,801.94
23	Environmental Health	2,103.80
24	I.R.V.M.	5,360.91
25	Community Services	6,900.83
26	Community Life	2,903.25
50	Human Services Center	2,973.37
51	Facilities Management	12,364.74
52	Information Technology	2,248.47
53	Planning & Development	1,014.92
54	Justice Center Facilities	10,876.76
59	Dept. Human Services	3,221.36
60	Mental Health Administr.	210.37
61	Juvenile Court Services	1,642.50
91	Insurances	23,855.15
92	Dental Insurance	11,347.15
99	Countywide Services	140,525.37
	Final Total	476,185.25

End of report

Test Licensing Agreement

This is a legal agreement between the Licensing Agency (Licensee) and Ergometrics and Applied Personnel Research, Inc. (Licensor) By accepting the Ergometrics test materials for use, you are agreeing to the terms of this agreement and that you have authority to enter into such an agreement on behalf of the Agency.

Licensee

Linda Murken 02/18/2020
Principal Signer Date

Signature

Story County Board of Supervisors, Chair
Title

Story County Sheriff's Office
Agency Name

1315 South B Avenue
Physical Address

Nevada IA 50201
City State Zip

(515)382-6566 _____
Telephone EMail

Authorized Contacts

Please list, in addition to the Principal Signer, anyone who is authorized to receive materials, scores or discuss scores with Ergometrics. Licensee is responsible for updating Ergometrics of any changes to Authorized Contacts.

Micah Andersen
Authorized Contact

Assistant Jail Administrator
Title

(515)382-7532
Telephone

mandersen@storycountyiowa.gov
EMail

Constance Toresdahl
Authorized Contact

Office Manager
Title

(515)382-7458
Telephone

ctoresdahl@storycountyiowa.gov
Email



Return to:
Ergometrics &
Applied Personnel Research, Inc.
2122 164th St SW Suite 300
Lynnwood, WA 98087
FAX: 425-741-3355
Or email to your current
Client Services Representative

*Failure to return the signed licensing agreement,
will delay the processing of your order.*

For Office use only:

Product: _____

License Type: _____

Highrise: _____

Exam HQ: _____

Notes:



Story County Sheriff's Department
Licensing Agreement
Attachment A

Pricing

Per Applicant License:

REACT Testing One Time Setup Fee

PAID

40 Applicants @ \$30 each

\$

(\$150 minimum order)

**cost may vary based on actual number tested*

Scoring will include standard and diagnostic scoring. Licensee will be responsible for all associated freight expenses. Minimum charges will be applied to each batch of answer sheets submitted.

Term of Agreement

The service agreement will begin and end on the following dates:

Start Date	End Date
02/22/2020	03/09/2020

All testing materials must be returned by the due date listed above. Materials **MUST** be returned using some form of registered, secure service that has a tracking number and requires a signature for delivery. Materials not returned by the specified due date will be subject to a \$25 late fee for every 15 days overdue. If overdue materials are not returned after 8 weeks past due, the test materials will be considered lost and are subject to a \$500 lost fee. Any lost test materials must have the incident documented on company letter head and will be subject to lost fees.

Per Applicant Test Licensing Agreement

1. Scope of Agreement

Ergometrics, Inc. ("Licensor") grants to the Licensee the right to use the Licensor's tests, outlined in Attachment A to this Agreement, incorporated herein by reference, and all associated materials (collectively, the "Test"), for the sole purpose of pre-employment and promotional testing. The Test may not be used for training purposes under any circumstances. The Licensee may not lease, rent, loan, transfer or administer this test to or for any other agency or entity without express written permission from the Licensor. The Test meets and/or exceeds all Equal Employment Opportunity Commission guidelines and professional standards. This agreement does not include local validation for the Licensee. The Licensor will provide national validation reports upon request. In the event of challenge, the Licensor will provide expert testimony at its regular consulting rates. The Licensor assumes no liability for the use or misapplication of this product.

2. Copyright

The Test is owned by the Licensor and protected by United States copyright laws and international treaty provisions. The Licensee is not authorized to copy any videos or DVD's. Printed materials may only be copied with express permission from the Licensor and may only be used for the purposes described in this Agreement or as otherwise approved by the Licensor.

3. Implementation

The Licensor will provide the Licensee general written or telephone instructions on the administration and use of the Test. The Licensor warrants that the video, audio, and printed materials are free from defects in material and workmanship. Licensor will assist Licensee with interpretation of score results and scoring methodology. The licensee was offered a transportability analysis as part of the implementation process. If the licensee chose not to conduct such an analysis, they hereby affirm they understand it is their responsibility to ensure the job is similar enough to the departments that participated in the criterion validation of the exam and/or have sufficient evidence of content validity.

4. Test Security

Licensee will maintain strict security of the Test in accordance with accepted security practices and those incorporated herein. Licensee shall be fully responsible for the secure storage and use of the Test and will establish and maintain strict test security procedures, including precautions preventing materials from being stolen, copied, or otherwise compromised.

- a. The Test must not be left unattended at any time, and when not in use, the Test must be kept in a secured and locked location. Trash containing confidential material will be disposed of securely.
- b. All persons having access to the Test must sign the Individual Statement of Understanding, found in the Administration Packet, and all signed copies kept on file with the Licensee for one year from the date of signature.
- c. Certification of Compliance with Confidentiality and Copyright, found in the Administration Packet, must be collected from each applicant before testing sessions begin, and all signed copies kept on file with the Licensee for one year from the date of signature.
- d. The Test maintained in electronic format must be kept on a non-networked, standalone computer.
- e. Cell phones and electronic devices are not allowed in the test administrations.
- f. No one, other than the official test monitor, should take notes or any other confidential materials from a testing room. In the event of loss or theft of the Test, or cheating, Licensor must be notified immediately.
- g. Any testing materials shipped must use a form of registered service with tracking number and signature for delivery.

h. Test content is confidential and copyrighted. Any conversations about Test content must only be conducted formally in conjunction with the Licensor.

5. Subcontracting the Test

The Test is licensed for use only by the Licensee. The Licensee must contact the Licensor to obtain permission if the Licensee wishes to subcontract test administration or other services that involve the outside handling of the Test. The Licensee will remain fully responsible for the security of materials that are handled in this manner.

6. Termination

This Agreement may be terminated in whole in the event that the Licensee or Licensor breaches any material provision of this Agreement and fails to cure such breach within thirty (30) days after the non-breaching party delivers written notice of such breach to the breaching party. Upon termination, Licensor will be entitled to payment, determined on a pro rata basis for services performed or rendered, and all Test materials must be returned immediately to the Licensor once the Agreement has been terminated.

7. Events Upon License Expiration or Termination

Upon any termination or expiration of this Agreement for any reason, Licensee will cease use of all testing materials and return such materials within 15 days of expiration or termination of the Agreement. Late or lost Test materials will be subject to additional fees. Attachment A to this Agreement sets out additional provisions in respect of the parties' obligations upon termination.

8. Pricing

Pricing for this Agreement is specified in Attachment A, incorporated herein by reference.

9. No Waiver

The waiver or failure of either Party to exercise in any respect any right provided in this Agreement shall not be deemed a waiver of any other right or remedy to which the party may be entitled.

10. Entirety of Agreement

The terms and conditions set forth herein constitute the entire Agreement between the Parties and supersede any communications or previous agreements with respect to the subject matter of this Agreement. There are no written or oral understandings directly or indirectly related to this Agreement that are not set forth herein. No change can be made to this Agreement other than in writing and signed by both Parties. Any previous Test Licensing agreements between Licensee and Licensor are null and void, replaced by this one.

11. Headings in this Agreement

The headings in this Agreement are for convenience only, confirm no rights or obligations in either party, and do not alter any terms of this Agreement.

12. Severability

If any term of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, then this Agreement, including all of the remaining terms, will remain in full force and effect as if such invalid or unenforceable term had never been included.

13. Governing Law

This Agreement is governed by the laws of the State of Washington.

Provider Agreement
**CONTRACT FOR CONSULTING SERVICES FOR DEVELOPMENT OF THE
HOUSING STUDY AND NEEDS ASSESSMENT FOR STORY COUNTY, IOWA**

THIS AGREEMENT is entered into by and between Story County, an Iowa Municipal corporation, whose mailing address and telephone number is 900 Sixth Street, Nevada, Iowa 50201, telephone 515-382-7200, hereinafter referred to as "County", and RDG Schutte Wilscam Birge, Inc (dba RDG Planning & Design), hereinafter referred to as "Provider", whose mailing address and telephone number is 1302 Howard Street, Omaha, Nebraska 68102 telephone 402-392-0133.

1. PURPOSE AND INTENT.

The purpose of the agreement is for the Provider to develop and deliver to the County a *Housing Study and Needs Assessment* hereinafter referred to as "Study". The purpose of the Study is to identify existing and potential future housing stock throughout Story County and to develop strategies that may help ensure the housing market provides housing opportunities for all income levels. The Study should further provide an analysis of affordability throughout the housing market for all population segments (urban and rural via U.S. Census age brackets) of the County. The study will be required to include, but is not limited to the assessment of existing housing conditions, demographic and market demands (present and future), and identification of critical housing gaps. In addition, the Study will consider other concerns and issues as described in the released Request for Proposal ("RFP") attached to this Agreement (Attachment A) and the proposal submitted by the Provider also attached to this Agreement (Attachment B).

2. FEES, EXPENSES & COMPENSATION.

Provider may charge a maximum fee, not to exceed \$60,000, for professional services necessary under the terms of this Agreement as detailed below. Provider may bill County for travel expenses at the rate of not more than \$0.50 per mile, which shall be limited to actual mileage incurred to perform necessary tasks required to reach the Client's objective under this Agreement, and total travel costs by Provider shall not exceed those specified in Attachment B. All invoices must specify the invoice total and time period covered and detail the work performed or expense incurred per this Agreement.

Provider understands that the County reserves the right to request additional specific information in accessing the accuracy of claim information.

3. METHOD OF PAYMENT.

All invoices must specify the invoice total and time period covered and detail the work performed or expense incurred per this Agreement. Provider agrees that the fees and expenses as specified in Attachment B shall be Provider's sole compensation for professional services and work performed because of this Agreement.

Payment for services will be made by County on a monthly basis following receipt of invoice from Provider to include the following:

- a) Monthly time and expense tracking per task
- b) Percentage (%) completion by task
- c) Written narrative of work done by task to include reference to any preliminary deliverables and documentation of correspondence with County representative.
- d) Description of upcoming tasks

- e) On or before December 31, 2020, the Provider will provide electronically, itemization of costs incurred. The Provider will make available all receipts if requested by the County.
- f) The maximum total amount payable by the County under this agreement is \$60,000.00 as detailed in Section 2 of this contract, and no greater amount shall be paid unless negotiated and approved by all parties prior to work being undertaken.
- g) Payment is due upon receipt of invoices following the County's claim process.
- h) Provider understands that the County reserves the right to request additional specific information in accessing the accuracy of claim information.

4. INDEPENDENT CONTRACTOR.

It is understood that Provider is an independent professional contractor and that Provider will not in any event be construed or hold itself out to be an employee or agent of the County. It is further agreed that at no time will the Provider or the work efforts of the Provider be under the supervision or control of the County, although Provider agrees to comply with all reasonable requests and regulations applicable to any other business invitee of the County. It is also agreed that Provider, as an independent contractor, is not restricted to working exclusively for the County during the term of the Agreement.

5. INSURANCE & TAXES.

Provider is responsible for Workers Compensation, Disability, Unemployment, Automobile Insurance, and any other insurance required by the State of Iowa and will provide certificates of insurance to the County. County reserves the right to require complete, certified copies of all required insurance policies, at any time. Provider is also responsible for any payment of State and Federal taxes and any other applicable tax. Provider is not eligible for any benefits the County may provide for its employees.

To the fullest extent permitted by law the Provider shall indemnify and hold harmless the County, their agents, and employees from and against all claims, losses, expenses, including, but not limited to attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss, or expense (1) is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property including the loss of use resulting therefrom, and (2) is caused in whole or in part by any negligent act or omission of the Provider, anyone directly or indirectly employed by Provider or anyone for whose acts any of them may be liable.

6. CONFIDENTIALITY.

Provider agrees to hold in trust and confidence and confidential information and/or proprietary information or data relating to County business and shall not disseminate or disclose such confidential information to any individual or entity, except Provider's employees or subcontractors performing services hereunder (who shall be under a duty of confidentiality), and any other individuals specifically permitted in each instance by the County. This shall include compliance with all laws and regulations regarding protected health information.

7. TERM AND TERMINATION OF AGREEMENT.

This agreement is effective on the 11th day of February, 2020 for a period of one (1) year(s). The County may terminate this agreement without penalty to the County, at any time, without cause, by giving written notice to the Provider at least fifteen (15) days before the effective date of such termination. In any case where the Provider fails in whole or in part to substantially perform its obligations or has delivered nonconforming services, the County shall provide a cure notice. If after notice the Provider continues to be in default, the County may terminate this agreement immediately. The County shall

Attachment A

**REQUEST FOR PROPOSAL FOR
Housing Study and Needs Assessment
Story County, Iowa**

Story County, Iowa ("County") seeks proposals for the development of a ***Housing Study and Needs Assessment for Story County, Iowa***.

The purpose of the study and assessment is to identify existing and future housing stock throughout Story County (excluding the City of Ames) and to identify strategies that will help ensure the housing market provides housing opportunities for all income levels. It provides an analysis of affordability throughout the housing market for all population segments of the County. The study will be required to include, but is not limited to the assessment of existing housing conditions, demographic and market demands (present and future), and identification of critical housing gaps and issues as further described in this Request for Proposal ("RFP").

The Consultant selected from the RFP will be engaged after competitive evaluation by a qualified committee based on the "Selection Criteria" set forth in this request.

This request invites consultants to submit proposals for accomplishment of the items of work specified below under Scope of Work and detailed further within this RFP. Proposals should be prepared and submitted in accordance with the guidelines and requirements set forth in this request.

Sealed proposals: Consultant will deliver one (1) hard copy and one digital format (CD or flash drive) to the following address:

Story County Auditor's Office
c/o County Outreach and Special Projects Manager
Story County Administration
900 6th Street
Nevada, Iowa 50201

The envelope must be clearly marked "SEALED RFP". The name of the firm and contact person must be listed on the outside of the envelope. Any restrictions on the use of data within proposals must be clearly stated in the proposal itself. Non-disclosure cannot be guaranteed after the selection stage of this procurement due to public record laws.

Proposal Deadline: 12:00 PM Friday, December 13, 2019

Proposals received after the proposal deadline will be considered late and will not be accepted. Proposals may be withdrawn and/or modified in writing prior to the submission deadline. Request for withdrawal must be in writing by the contact person named on the outside of the

envelope. Proposals that are resubmitted must be sealed and received prior to the submission deadline. Each Consultant may submit only one proposal.

Scope of Services

Introduction and General Information

The following list is not intended to be a comprehensive itemization of plan components or areas needed to conduct a comprehensive study and assessment and develop recommendations. Story County will rely on the consultant's professional expertise in analyzing all pertinent factors and is open to additional strategies and approaches to meet the overall goals of identifying affordable housing needs and developing housing solutions. The Consultant may also propose collecting additional information deemed relevant in defining the local housing marketing and local housing need.

The Consultant will focus on gathering detailed information and analyzing factors for each individual community in Story County, except for Ames, and for the unincorporated areas in the county. However, the Consultant will need to integrate information and factors the City of Ames and the Iowa Finance Authority have collected and analyzed independently into this report by including narrative on the impact Ames' current and future housing needs are likely to have on the county's other communities.

The Consultant shall also include separately in the RFP a quote for including in the report an Ames profile covering Items 1 through 7 listed below.

The Consultant shall draft a report that specifically addresses Story County (excluding Ames unless the County elects to also contract for the Ames profile mentioned in the previous paragraph) current and future housing needs. The last comprehensive housing needs assessment conducted by Story County was compiled in July 1998 entitled the "Ames/Story County Housing Needs Assessment Study". The proposed report detailed with this 2019 effort must not be viewed as an "update" to the 1998 report, however.

The report will include and address the following information:

- 1) Population and Demographic Review and Projections through 2040 – for each community (excluding Ames) and the unincorporated areas of Story County**
 - a) Income, including source of households, with a breakdown of renters and owners earning < 30% of the AMI (extremely low income), 31% -50% of the AMI (low income) 50% to 80% of the AMI (moderate income), 81% to 120% of AMI (middle income) and 120% to 200% of AMI
 - b) Percentage of household income spent on housing costs per aforementioned income band
 - c) Number of households with children, number of adults, seniors and those with a disability
 - d) Comparison of age with income, with a breakdown of renters and owners

- e) Number of single, two-income and more income households. This would include the average number of jobs held in each household and/or by adults
- f) Components of population change
- g) Ethnicity/Immigration
- h) Poverty rates

2) Housing Market Analysis – for each community (excluding Ames) and the unincorporated areas of Story County

- a) Rental and Owner-Occupied Housing
 - i) Further analyzed based on size and type of housing, identifying the available, conditions and sales trends for various affordability levels
 - ii) Assessed housing values
 - iii) Ownership trends
- b) Senior Housing
- c) Group Quarter and Facility Housing, addressing obstacles to permanent housing, including but not limited to income limitations and impacts
- d) Transitional, Subsidized and Special Needs Housing, addressing obstacles to permanent housing, including but not limited to income limitations and impacts
- e) Mobile Home and Modular Housing Units (both in established manufactured housing development parks and infill lots)
- f) Upper-story/downtown housing (vacancy and capacity)

3) Housing Demand and Vacancy Rates (broken down into both owner-occupied and rental types) for each community (excluding Ames) and the unincorporated areas of Story County

- a) Number of housing units needed, both rental and for sale, to fill the current and future needs based on bedroom size, price point, corresponding income levels and age categories
- b) An estimate of the number of households burdened by high housing costs, including those who are burdened and earn very low, low, moderate and middle incomes

4) Existing Housing Conditions and Issue Areas (broken down into both owner-occupied and rental types) – for each community (excluding Ames) and the unincorporated areas of Story County

- a) Existing Housing Stock, including an estimate of sub-standard dwelling units in need of rehabilitation/replacement. Narrative is expected on how suspected sub-standard units were identified for each community. Narrative is also expected on the drive-by inspections of at least 15 of the sub-standard units in each community except for Ames.
- b) Estimated impact of students and/or seasonal workers on limited housing stock/availability
- c) Impacts of local land use controls to determine any regulatory or policy impediments toward the construction or renovation of housing
- d) Other Housing Issues

5) Economic Profiles and Projections through 2040 – for each community (excluding Ames) and the unincorporated areas of Story County

- a) Analysis of anticipated job growth, employment categories and wages, and unemployment rates – types of jobs and typical wages, as well as incomes necessary to afford market-rate housing at different levels
 - b) Determine employee needs, including seasonal workers
 - c) Percent of those who commute from outside of city for employment, destination of employment, miles traveled and income of out-of-community households
 - d) Survey of local employees to determine impact of housing cost and availability on long-term employment sustainability and residency
 - e) Cost of living
- 6) Gap Analysis – for each community (excluding Ames) and the unincorporated areas of Story County**
- a) Determine whether a deficit or surplus of housing units exists for households in various income bands for rental and owner-occupied housing
 - b) Consider existing current household estimates, as well as household growth projections by income or tenure
 - c) Consider cost-burdened households and those living in substandard housing for rental housing and address household growth and the need for replacement housing (older, substandard housing) for owner-occupied housing
- 7) Barriers Analysis – for each community (excluding Ames) and the unincorporated areas of Story County**
- a) Identify existing barriers (regulatory, enforcement, and otherwise) to production of housing opportunities
- 8) Recommendations – for each community (excluding Ames) and the unincorporated areas of Story County**
- a) Determine a continuum of housing that describes housing needs for residents and workforce to accommodate a wide range of incomes, projected through 2040. Present the continuum in a format that establishes the spectrum of housing considered affordable by households in different income groups, indicating number and percentage of households earning different area median incomes and those types of housing likely to be needed at the different income levels.
 - b) Best practices for rural communities and potential solutions for policy makers, non-profit organizations and the private sector to consider addressing identified housing needs and problems
 - c) Review the adopted land use regulations and future land use maps and make recommendations for updates to support the development of future affordable housing identifying areas where opportunities may exist to develop new housing and recommend policy changes and updates to promote housing opportunities at various levels
 - d) Identify potential developers, both for and non-profit who have the capacity to develop housing at various levels
 - e) Suggest and prioritize strategies, including potential partnerships with local employers, non-profits, and/or private developers, for the creation and implementation of housing programs and development of properties to meet the gaps identified in the study

- f) Identify potential revenue funding sources for operational subsidies for housing programs and revenue stream for the production of units to meet area's unmet housing needs
- g) Identify incentives and alternatives to promote creation of affordable housing
- h) Identify any additional resources, legal or otherwise, necessary to implement recommendations
- i) Identify potential opportunities to rehabilitate or repurpose existing buildings to address housing needs and demand

General Scope of Work

The Housing Study and Needs Assessment will provide an in-depth analysis of the current as well as the future needs for affordable, workforce and other housing options primarily of current and future households, reported incrementally in relation to the Area Median Income (AMI) and further identifying quantifiable recommendations to bridge those identified gaps over the current, short and long-term periods. The Consultant will analyze current housing conditions, identify housing needs and identify evidenced-based and creative strategies across the housing continuum both regulatory and non-regulatory that look to address the current, short and long-term needs of Story County (excluding Ames unless the County elects to also contract for the Ames profile mentioned above).

Definitions

Affordable Housing

For purposes of this RFP, rental housing is affordable when the rent does not exceed 30% of a household's gross income. Owner-occupied housing is affordable when the housing payment (mortgage, insurance, HOA, etc.) does not exceed 33% of a household's gross income.

Cost Burden Categories

Cost burdened

The household spends \geq 30% of HUD Area Median Income on housing

Extremely cost burdened

The household spends 30% to 50% of HUD Area Median Income on housing

Severely cost burdened

The household spends $>$ 50% of HUD Area Median Income on housing

Conceptual Plan and Proposal Submittal Requirements

The Consultant shall provide a Conceptual Plan, including a detailed statement of work for the product/services believed to be appropriate for Story County, addressing the Scope of Services detailed in this RFP.

The Conceptual Plan should indicate the following, at a minimum:

- Consultant name, address, and names of primary contacts.
- Identify project manager. List the project manager's relevant experience and similar work including references.

- Restatement of services required (four pages maximum): attach a restatement of the proposed agreement that outlines its objectives and scope as perceived. Do not repeat the Scope of Services, but elaborate on the tasks, conditions, or other specifics deemed significant and necessary to demonstrate a complete understanding of the technical and substantive issues to be addressed, including the following:
 - A statement of the Consultant's understanding of the project that demonstrates knowledge of the project requirements.
 - Proposed project approach, including timelines and description of the Consultant's technical approach to the project, including an outline of the sequence of tasks, major benchmarks and milestone dates.
 - Proposed use of County staff, as well as any equipment, materials or additional data that will be expected from the County at the onset of the project.
- Outline personnel skills and services that distinguish the Consultant, incorporating appropriate staff profiles and a description of specific staff that will comprise the project team for this assignment. The staff profile should describe the Consultant's experience in providing services to the public sector, jobs of similar size(s) and provide applicable certifications for staff members involved in the process. Please attach a description of similar projects designed and constructed by the firm. Project summaries should emphasize their relevance to the proposed agreement.
- Samples of related/comparable past projects that would serve as examples of experience and expertise necessary for this work. This does not include generalized promotional material, resumes, statement of experience, qualifications, or capabilities, or other material that is irrelevant to the proposed agreement.
- Evidence of ability to work effectively within tight time constraints.
- Provide the earliest date available to assume these duties.
- Estimated cost of the services to be provided under this proposal. A proposed fee structure based upon the plan of work proposed by the Consultant. Proposed services to be sub-contracted if any, anticipated subcontractors, and anticipated costs for these services. NOTE: Story County will not pay the Consultant a surcharge percentage on third party fees and costs. Method of billing must be disclosed. An acknowledgement that any task/work request considered to be outside of the agreed upon scope and contracted duties that will incur fees, must be communicated by the consultant and agreed to by Story County prior to the performance of that task/work request.
- Three (3) references are to be included with the proposal.

Submittal Process and Details

All proposals must be submitted as detailed in the manner described herein. Exceptions nor extensions to established deadlines will not be granted.

Story County will not meet individually in person or via other means with potential Consultant.

Story County will be accepting questions from November 5, 2019, through 5:00 PM, November 22, 2019, regarding this RFP. Please submit questions via email to Leanne Harter, County

Outreach and Special Projects Manager, at lharter@storycountyiowa.gov. Written responses will be published on the County's website www.storycountyiowa.gov distributed to those who submitted questions no later than 12:00 PM on November 27, 2019.

Estimated Timeline

- Release RFP – November 5, 2019
- Questions due to Story County by 5:00 PM on Friday, November 22, 2019.
- Story County Responses published no later than 12:00 PM on November 27, 2019.
- Proposals Due – no later than 12:00 PM Friday, December 13, 2019
- Proposals Reviewed – December 16, 2019 through ~~December 27, 2019~~ **January 8, 2020**
- Selected Consultant presentations to Board of Supervisors – January 7 **21**, 2020
- Board of Supervisors Consultant selection – January 14 **28**, 2020
- Contract development – January 14 **28**, 2020, through ~~January 23~~ **February 6**, 2020
- Board of Supervisors action on contract – ~~January 28~~ **February 11**, 2020
- Effective start of contract – ~~January 29~~ **February 12**, 2020

The above dates are subject to change at the discretion of Story County.

Selected Consultants submitting proposals will be invited to give an oral presentation explaining their proposal. It is anticipated that interviews will be for the top two to three Consultants, if necessary.

The Story County Board of Supervisors will consider approval of a contract with the selected Consultant.

The Story County Board of Supervisors reserves the right to accept or reject any and all responses, in part or in whole, and to accept responses, which in its sole discretion and opinion appear to be responsive, responsible, and in the best interests of the County. The County further reserves the right to waive any formalities or informalities or to amend the schedule as necessary.

The price quotations stated in the Consultant's proposal will not be subject to any price increase from the date on which the proposal is opened by Story County to the mutually agreed-to date of bid. Proposals must be signed by an official authorized to bind the provider to its provisions for at least a period of 90 days. Failure of the successful Consultant to accept the obligation of the bid may result in the cancellation of any award. A service contract will be executed between Story County and the awarded Consultant.

The selected Consultant may not subcontract any of the work specified in this RFP without prior written consent of Story County.

Consultant Selection Procedures

A selection committee will analyze and evaluate all properly submitted proposals in response to this request. The selection committee using the "Evaluation Criteria" listed in this RFP will rank all

Consultants. Top scoring Consultants will be chosen for further evaluation, which will include interviews and presentations with those firms. Each proposal will be evaluated based on the Evaluation Criteria listed below. Proposals will be ranked in order of the highest numerical score first. Story County may select as many of the top ranked Consultants as it deems necessary for inclusion within the negotiating list.

Evaluation Criteria

1. Experience with related activities or programs.
2. Consultant's understanding and technical approach to the project.
3. Availability and capability of staff. Pertinent experience and qualifications of the project team.
4. Technical and financial resources.
5. Ability to complete the project in a timely manner and within budget.
6. Integrity and compliance with public policy.
7. Location of office. Preference may be given to those Consultants located within Story County.

Work Product and Deliverables

The final report should be presented to the Story County Board of Supervisors at a regularly scheduled meeting, and delivered to County Outreach and Special Projects Manager both as a PDF file and in hard copy consisting of seven (7) bound copies. An electronic copy of the final report presentation materials must be provided as well.

Insurance

Consultant shall take out and maintain during service to the County under a contract such public liability and property damage insurance as shall protect Consultant, its subcontractors, and the County from claims for damages for personal injury, including accidental death, as well as for claims for property damage, which might arise from operations under its contract with the County, whether such operations be by Consultant or its subcontractor, or by anyone directly or indirectly employed by either of them. All insurance policies shall be issued by responsible companies who are acceptable to the County. The Consultant shall not cause any insurance to be canceled nor permit any insurance to lapse during the life of the contract with the County. Consultant shall indemnify and hold County harmless from any damages, cost, claims or expenses which may arise as a result of any failure on the part of the Consultant to provide accurate and/or complete data and information to the County as outlined and required by the terms and conditions of its contract with the County.

Sample Form of Consultant Services Contract is provided as Appendix A.

Appendix A
Sample

Provider Agreement

THIS AGREEMENT is entered into by and between Story County, an Iowa Municipal Corporation, whose mailing address and telephone number is 900 Sixth Street, Nevada, Iowa 50201, telephone 515-382-7200, hereinafter referred to as "County", and _____, hereinafter referred to as "Provider", whose mailing address and telephone number is _____, telephone _____.

1. PURPOSE AND INTENT. The purpose of this agreement is for the Provider to

2. FEES, EXPENSES & COMPENSATION. Consultant may charge a maximum hourly fee of \$_____ for professional services necessary under the terms of this Agreement. Consultant may bill Client for travel expenses at the rate of not more than _____ per mile, which shall be limited to actual mileage incurred to perform necessary tasks required to reach the Client's objective under this Agreement. Consultant may not bill or receive compensation from client for time spent traveling. All invoices must be itemized and specify the invoice total and time period covered and detail the work performed or expense incurred per this Agreement. Consultant agrees that the hourly fee and mileage expense shall be Consultant's sole compensation for professional services and work performed because of this Agreement.

Provider understands that the County reserves the right to request additional specific information in assessing the accuracy of claim information.

3. INDEPENDENT CONTRACTOR. It is understood that Provider is an independent professional contractor and that Provider will not in any event be construed as or hold itself out to be an employee or agent of the County. It is further agreed that at no time will the Provider or the work efforts of the Provider be under the supervision or control of the County, although Provider agrees to comply with all reasonable requests and regulations applicable to any other business invitee of the County. It is also agreed that Provider, as an independent contractor, is not restricted to working exclusively for the County during the term of the Agreement.

4. INSURANCE & TAXES. Provider is responsible for Workers Compensation, Disability, Unemployment, Automobile Insurance, and any other insurance required by the State of Iowa and will provide certificates of insurance to the County on an annual basis. Provider is also responsible for payment of State and Federal taxes, and any other applicable tax. Provider is not eligible for any benefits the County may provide for its employees.

5. CONFIDENTIALITY. Provider agrees to comply fully with confidentiality in compliance with all laws and regulations regarding protected health information.

6. TERM AND TERMINATION OF AGREEMENT. This Agreement is effective on the ____ day of _____, 201____ for a period of _____ year (s). The County may terminate this agreement immediately upon Provider's refusal to, or inability to perform under the agreement or Provider's breach of this agreement. Either party may terminate this agreement for any reason, without cause, by giving 90 days written notice to the other party.

7. ACCESS TO BOOKS AND RECORDS. Unless otherwise required by applicable laws, Provider shall allow the County access to all books and records for purposes of auditing or reviewing Provider's claims, upon request by the County. Provider's failure to provide access under this section shall constitute a material breach of the agreement.

8. REQUIREMENTS. Provider hereby agrees to perform all duties in accordance with all state and federal laws and regulations. This provision includes but is not limited to Iowa Code Section 144.32. Provider assures that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this program or activity. Failure to perform duties in accordance with the applicable laws and regulations shall be considered a material breach of this agreement by the Provider.

9. EXTENSION. If mutually agreeable to County and Provider, this Agreement may be extended. Such extension will be documented by written amendment, duly signed and dated by both parties.

10. ASSIGNMENT. Neither party to this Agreement may assign, sell or transfer any part thereof to any other firm or entity without first obtaining the written permission of the other party hereto.

11. APPLICABLE STATE LAW AND WAIVER OF FEDERAL REMOVAL. This Agreement has been negotiated, executed and delivered in the State of Iowa. The parties hereto agree that all questions pertaining to the validity and interpretation of this agreement will be determined in accordance with the laws of the State of Iowa in Story County, Iowa. The parties hereby waive removal of any issue hereunder to the federal courts.

This Agreement and referenced attachments constitute the entire contract of the parties hereto and supersedes any prior agreement between the parties.

STORY COUNTY, IOWA (County) _____ (Provider)

By: _____ By:

Chairperson of the Board of Supervisors

Dated: _____ Dated: _____

Attachment B



Housing Study & Needs Assessment

Story County, Iowa

submitted by: RDG Planning & Design | 1302 Howard Street | Omaha, Nebraska 68102 | 402.392.0133



December 13, 2019

Story County Auditor's Office
c/o County Outreach & Special Programs Manager
Story County Administration
900 6th Street
Nevada, Iowa 50201

RE: Request for Proposals for Story County Housing Study & Needs Assessment

Dear Selection Committee,

RDG is pleased to submit the following proposal for the Story County Housing Study. We strongly believe that our skill sets and experience in completing housing studies across the Midwest will be of great value to you. We are fortunate to have worked on the previous Story County Housing Study and proud of the national housing practice that we have built since. This work has included multi-county housing studies in Indiana and Missouri; cities and counties with large university populations such as Lincoln, NE, Bloomington, IN, and Fayetteville, AR; and the state-wide IFA Housing Study.

We believe that as a multidisciplinary firm, we bring a broader understanding of how housing fits into the larger economy of a community and region. As regional leaders in comprehensive planning, downtown planning, and the growing field of community health, we understand the importance of how housing choice, affordability, and quality are closely tied to land use, transportation, and urban design policies and programs. Our knowledge in these areas, along with our experience as implementers, will bring interesting perspectives to the opportunities and challenges facing Story County.

Addressing affordable and workforce housing issues is a growing concern in the Midwest. Traditional tactics continue to have a role, but new strategies must be identified to address the changing economic forces. More regions are realizing they must work together to address housing needs. Therefore, we are especially excited to see Story County take the lead on this initiative. We have recently completed a similar process with Regional Opportunity Initiatives in Southern Indiana, assessing housing opportunities in an 11-county area. Identifying local, county, and regional level strategies has been essential to that process, and we see the same type of energy and organizational capital existing in Story County. We are also currently working on the Ames Comprehensive Plan, which has provided our team with a deep understanding of the housing opportunities and issues facing the county's largest city. Our core team members will bring a mix of perspectives to the county. Charlie Cowell has worked extensively on the Ames Plan. Amy Haase assisted with the housing analysis in Ames and has worked with other regional counties, including Hamilton, and will bring her national perspective to this project. We are excited about working with you to identify solutions that address the full range of housing needs within Story County.

Our work is mission-driven, based on a commitment to improve the quality and viability of communities. We believe that no one will work harder or with greater commitment to the good of the region. Furthermore, our range of experiences and capabilities in planning, economic development, and technical design are well-matched to the tasks at hand. We are excited about the prospect of working with you, and we believe our team is superbly equipped to take on these important challenges with you.

Sincerely,
RDG Planning & Design



Amy Haase, AICP
Principal



table of contents

Firm Profile	Tab 1
Project Manager Qualifications	Tab 2
Approach & Schedule	Tab 3
Key Personnel.	Tab 4
Project Experience	Tab 5
References	Tab 6
Estimated Costs.	Tab 7



CONTACT:

Amy Haase, AICP
 Principal-in-Charge

OFFICE LOCATION:

900 Farnam Street
 Suite 100
 Omaha, Nebraska 68102
 402.392.0133
 www.rdgusa.com



RDG Planning & Design is a network of design and planning professionals, dedicated to applying our talents in extraordinary ways. **We're architects, landscape architects, engineers, artists, and planners** with a passion for design, and a drive to make a difference. Beyond creating a vibrant community, we want you to enjoy the process of getting there. With offices in Omaha (NE); St. Louis, and Des Moines (IA), RDG Planning & Design is employee-owned. More than 60% of our employees own stock in the company.

From our newest staff to the founding fathers that began their practices in the 1960's; RDG Planning & Design is dedicated to the collaborative planning process. Officially formed in 1989 as the Renaissance Design Group and crafted to bring well established firms together into practice, our organization provides the right people for integrated solutions. Areas of specialization, include: Community and Regional Planning, Historic Restoration, Public Art, Parks and Recreation, Government and Public Safety, Transportation Enhancements, Urban Design, Athletic Fields and Complexes, Corporate, Healthcare, Higher Education, K-12 Education, Senior Living and Worship Facilities.

RDG's Community and Regional Planning group provides a wide variety of design and planning services. With a growing national practice, RDG is a regional leader in urban design, downtown and housing market analysis and housing strategies, comprehensive planning, and enhancement of transportation corridors. Since our formation in 1989, we have worked in more than 300 large and small communities throughout the Midwest, and have completed housing market studies for cities from Colorado to Indiana.

We believe in applying new ways of thinking and innovative approaches to the preparation of plans that address community and regional issues. At the same time, plan recommendations must be based upon a realistic assessment of the practicality of implementation. The resultant product, as evidenced by our numerous successful planning efforts and awards, is an innovative plan with an emphasis upon implementation.

Recognized Projects:

- 2018 National APA Daniel Burnham Award; plan**okc**
- 2017 Nebraska APA Implementation Award; Plattsmouth Downtown Revitalization
- 2016 Iowa APA Implementation Award; Marshalltown City Center Plan
- 2015 Iowa APA for Daniel Burnham Award; EnvisionCR
- 2014 Iowa APA for Transportation; Activate Mason City Bicycle and Pedestrian Plan
- 2013 Iowa APA for Daniel Burnham Award; Tomorrow Plan for Des Moines Metropolitan Area
- 2012 Iowa APA for Urban Design; Federal Avenue Plaza Mason City

179 EMPLOYEES | **69** LICENSED PROFESSIONALS | **34** OF STAFF LEED APS | **66%** OF STAFF ARE STOCKHOLDERS



Amy A. Haase, AICP



PROJECT MANAGER

Since joining RDG in 1999, Amy has managed numerous projects including comprehensive plans, housing market studies, downtown and corridor redevelopment, neighborhood revitalization, park master plans, and transportation studies. Amy is a trusted leader in developing plans and leading public engagement processes that fit the needs of communities of all sizes throughout the Midwest.

EDUCATION:

1999
 University of Nebraska-Omaha,
 Masters of Science, Urban
 Studies

1995
 Wayne State College,
 Bachelor of Arts, Social
 Science Field Endorsement

REGISTRATIONS:

American Institute of
 Certified Planners, 2003
 Certified Public Facilitator,
 International Association of
 Public Participation (IAP2)

Housing Market Studies

One of Amy's specialties is project management on housing market studies. She's served as a leader in numerous studies throughout the region:

- Nebraska:** York County, Nebraska City, Norfolk, Plattsmouth, Schuyler, South Sioux City, Wayne, Keya Paha, Brown, and Rock Counties
- Minnesota:** Ada, Appleton, Bemidji, Cannon Falls, Lake City, Mabel-Canton-Spring Grove, Plainview, Proctor, Roseau, Wadena, Wells, Zumbrota, Becker, Pine, Dodge, and Clearwater Counties
- Kansas:** Caldwell, DeSoto, Dodge City, Garden City, Great Bend, Hays, Lawrence, Leoti, Liberal, Russell, Ford, Finney, and Dickinson Counties
- Indiana:** Indiana Uplands Regional Housing Study (Dubois, Lawrence, Monroe, Daviess, Owen, Martin, Orange, Brown, Crawford, Greene, & Washington counties)
- Iowa:** Bellevue, Estherville, Forest City, Manquoketa, Newton, Onawa, Spirit Lake, Story City
- Colorado:** Woodland Park, Crowley County
- Missouri:** Lake of the Ozarks Regional Study, Laclede County, Belton, Blue Springs, Clinton, Concordia, Knob Noster, Lee's Summit, Lexington, Liberty, Maryville, Raytown, Rolla, Saint Joseph, Sedalia, Trenton, Taney County (Branson), Warrensburg
- Michigan:** Bedford Township, Ferrysburg, Grand Haven, Spring Lake, Hillsdale, Saint Joseph Counties

Land Use and Comprehensive Planning

<i>Nebraska</i>	Seward	<i>Iowa</i>	<i>Missouri</i>	<i>South Dakota</i>
Beatrice	Superior	Grimes	Excelsior Springs	Sturgis
Norfolk	Wayne	Pella	Maryville	Yankton
Papillion	Waverly		Camdenton	
Plattsmouth	Valentine	<i>Kansas</i>	<i>North Dakota</i>	<i>Texas</i>
Ravenna	Douglas, Sarpy &	Hays	Bismarck	Kermit
Schuyler	Cuming Counties	Ellis County		Midland
		Junction City	<i>Oklahoma</i>	
		Geary County	Oklahoma City	
			Shawnee	

CONTACT:

Amy Haase, AICP
 402.392.0133
 ahaase@rdgusa.com



project approach & understanding



The following section provides an overview of the approach based on Story County's Request for Proposals and our experience completing housing studies for 30 years in communities from North Dakota to Texas and Wyoming to Indiana. However, this is only a starting point in a partnership we look to develop with Story County. A detailed scope can be adjusted according to the priorities of staff and the Steering Committee. The three-part planning process focuses on three key components:

- Assessing conditions and goals
- Identifying gaps and establishing a strategic agenda
- Defining the strategies and actions to move forward

Project Management

For this housing study to be successful, effective project management is essential.



A. Project kick-off meeting and tour. A kick-off meeting will be held involving RDG and Story County staff. The purpose of this meeting is to discuss project scope and schedule, clarify expectations, and answer any questions. RDG would like to tour the county with staff to hear directly about projects, potential areas of focus, and important issues at the onset of the planning process.

B. Technical Committee. RDG will meet monthly with the Technical Committee to review progress, findings, and recommendations. The committee should consist of representatives from each city or at least the ten largest cities (excluding Ames).

C. Project management meetings. The RDG team will schedule biweekly meetings with the county's management team. These meetings help ensure everyone stays on track with the scope, schedule, and budget. The meetings will allow the team to plan upcoming events, ensure data collection, and review output from meetings and content development. These meetings will occur by telephone or video conference.



Citizen Participation/Stakeholder Outreach

Our team strongly believes in a community engagement process that supplements the data collection and market analysis. We have worked with smaller counties such as Hamilton County, to large regions like the Indiana Uplands (11 counties). In all our planning processes, we use a variety of techniques, ranging from community events to a multi-dimensional online presence using social media and an interactive website. The RDG staff includes public involvement specialists who understand a community engagement process must both educate our team on the county's issues and priorities and help residents understand the role different partners must play to create a strong housing market.



A. Listening Sessions. We have found the best way to fully understand each city is to talk with the people who know it best. RDG proposes a series of targeted listening sessions to be conducted at the beginning of the process within several communities. We would propose holding three to four days of discussions in communities around the county, meeting with four to six groups per day.

B. Market Surveys. There are many questions Census numbers and other data sources cannot answer that can best be understood through surveys of residents and employees. We would propose two surveys be conducted:

project approach & understanding

- 1. County-Wide Market Survey.** We would propose a general market survey built upon our understanding of similar markets and items identified in the RFP. The survey will be designed for email distribution with paper versions provided where appropriate. This survey will be broad in nature, gathering information on the current market, local/regional financing, and support for potential policy directions. At the kick-off meeting, residents and work zip codes will be tracked, and targets for each community will be established.
- 2. Workforce Housing Survey.** This is a short survey that can be distributed to the county's largest employers. This can be done online, but paper copies should also be available in break rooms. The survey focuses on employees' desired living location, what they currently pay, their current income to assess what they can afford, and - if they are over 55 - the type of housing they would like in retirement.

We have also developed other housing survey tools similar to those identified in the RFP. These have included rental and special needs surveys. To provide a fuller understanding of rental or specialty housing providers (assisted living and independent senior living), RDG has developed more targeted surveys. For these surveys, questions include number of units, rental rates, vacancy rates, types of support services provided for senior-oriented facilities, and general comments on the market.

- C. Online Communication.** While aspects of a housing study can be very technical in nature, online tools can be very beneficial. The biggest role an online presence can have is driving up survey responses. If needed, RDG will provide content for social media and websites and coordinate with local news outlets.
- D. Civic Organizations.** Often, it can be difficult to reach all stakeholders through the listening sessions. To broaden the engagement of community stakeholders, we would recommend assembling a packet of material including plan information and comment cards for collecting input.
- E. Stakeholder Presentation.** Following the completion of a draft plan and review by the technical committee, RDG will present study results to stakeholders. These presentations would be open to participants in the stakeholder groups, city and county officials, and other interested members of the public. This would be ahead of and separate from presentations to the County Board.

County responsibilities:

- » Identify Technical Committee members
- » Assist RDG with distribution of surveys
- » Guide RDG team on the field tour
- » Organize logistics for listening sessions
- » Identify stakeholder participants and invite them to the applicable session
- » For best results, follow up calls and/or e-mails reminders to listening session invitees the day before the sessions
- » Organize logistics for presentation to stakeholders

Discovery and Analysis

RDG will begin with a review of previously completed studies for communities in the county, as well as existing state and local ordinances and policies. This work will be reviewed with committee members to validate and identify gaps. For additional examination of the market, we will use several different data sources, including:

- American Community Survey and 2010 Census data
- ERSI Community Analysis
- Local building permit data provided by the cities
- County Assessor and community development data
- MLS reports for the past three to five years



project approach & understanding

DEMOGRAPHIC AND ECONOMIC ATLAS

We are especially intrigued by the idea of looking at each city's data through a series of atlases. Understanding where development has been occurring, what that development looks like, and how that matches the demographic and economics of the cities and region will help to define specific policies and strategies as the cities move forward. This analysis will include data points identified in the RFP and other pertinent topics that arise from community engagement.

MARKET ASSESSMENT

Following the review of demographic data and discussions with stakeholders, we will use or our own projection modeling to complete housing and economic inventories and forecasts. In addition to the items identified in the RFP, the market assessment may consider:

- Land demand by density classification and potentially by site analysis
- Special-population demands, including senior housing demand by price and occupancy
- Employment composition and change within the market area, identifying factors that could influence demand generated by predictable population change
- Existing organizational structures in the cities relative to provisions for housing services
- The regulatory environment related to housing construction and affordable housing, including zoning and subdivision regulations

County responsibilities: Assistance with gathering local information such as building permit data, assessor data, zoning ordinances, economic development data related to job growth and demand, and multiple listing service (MLS) or other sales information for the last three to five years, if available.

Opportunities Map

During this step, RDG will complete an on-site field review of housing in each of the participating communities. This effort will provide the data identified in the RFP related to existing conditions and the basis for identifying potential development and redevelopment areas in each city. Findings will be combined with citizen feedback gathered in Task I to create an opportunities map for each community.

Deliverables: Housing conditions data and opportunity map for each city.

County responsibilities: Review maps.

County Housing Needs Assessment

The items in the RFP are a comprehensive list of issues and opportunities that should be addressed in any housing study. We see this list evolving as we listen to stakeholders and assess the market. What we learn from these sources should guide the recommendations of the plan. Traditionally, our strategies address:

- Gaps in the market
- Organizational and housing delivery systems
- Program approaches
- Strategies for affordable housing
- Project financing and proformas
- Rehabilitation and neighborhood development
- Regulatory approaches and strategies
- Supporting services and other issues

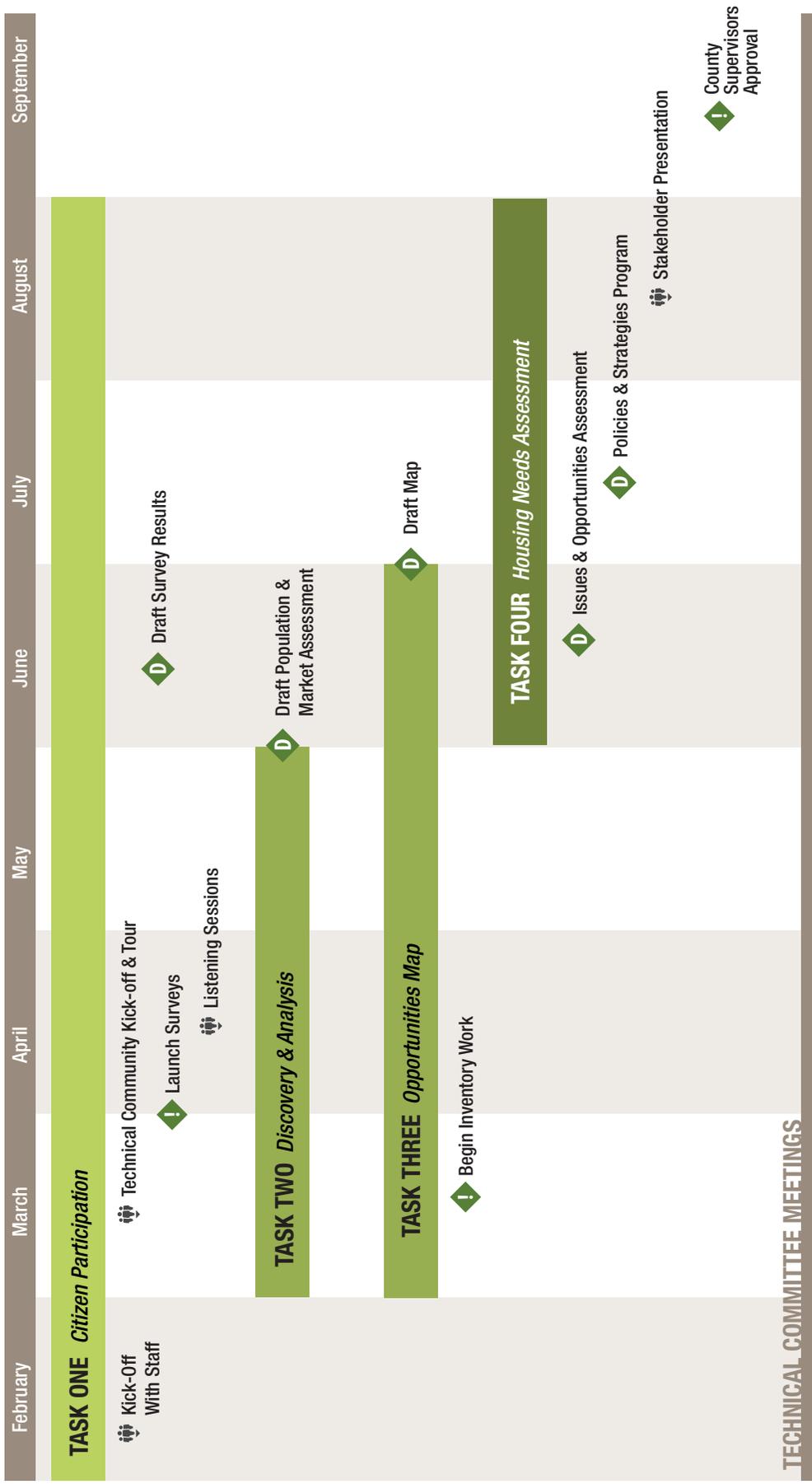
Additionally, any strategies or policies recommended in previous studies will be reviewed and assessed for their effectiveness. This assessment will be done in a workshop format with the technical committee.

County responsibilities: Review material and coordinate presentation of the study to county supervisors.



SCHEDULE
STORY COUNTY HOUSING STUDY & NEEDS ASSESSMENT

Land Use Workshop



TECHNICAL COMMITTEE MEETINGS



Public Meeting / Open House Committee Meeting Milestones Deliverables

* Web-Conference



Charlie Cowell, AICP



ASSISTANT PROJECT MANAGER

Charlie has experience across many fields of urban planning and implementation including historic preservation, code writing, and active transportation. As a former Planner with the City of Sioux City, he worked one-on-one with developers on site plan proposals, downtown greenspace improvements, code reviews, and drafting recommendations to local officials. Charlie's experience assisting developers and implementing plans translates into his success as a consultant creating realistic and sustainable recommendations for communities of all sizes.

EDUCATION:

2013
University of Iowa, Master of Science Urban and Regional Planning

2011
University of Northern Iowa
Bachelor of Arts, Economics

REGISTRATIONS:

American Institute of Certified Planners, 2016

AFFILIATIONS:

Member - American Planning Association, National and Iowa Chapter

Board Member, Awards Coordinator - Iowa Chapter of the American Planning Association

Housing Market Studies

- Mitchell County Housing Study - *Mitchell County, IA*
- Tri-County Housing Assessment - *Calhoun, Hamilton, and Pocahontas County, IA*
- Muscatine Housing Demand Study - *Muscatine, IA*

Land Use and Comprehensive Planning

- Grimes Comprehensive Plan Update - *Grimes, IA*
- Kalona Comprehensive Plan Update - *Kalona, IA*
- Plan Dyersville: Comprehensive Plan - *Dyersville, IA*
- Seward Comprehensive Plan - *Seward, NE*
- Detroit Lakes Comprehensive Plan Update - *Detroit Lakes, MN*

Development Ordinance and Guidelines

Charlie provides ordinance review on all planning projects and specializes in ordinance drafting and development. More robust projects include:

- Grand Forks Downtown Form Based Code - *Grand Forks, ND (In progress)*
- Dyersville Zoning Ordinance Rewrite - *Dyersville, IA (in progress)*
- Bettendorf Zoning Rewrite - *Bettendorf, IA*
- Pella Planning Services - *Pella, IA*
- Highway 141 Overlay Design Manual - *Grimes, IA*
- The Neighborhood at Indian Creek Design Standards - *Marion, IA*
- Camdenton Zoning Updates - *Camdenton, MO*
- Seward Zoning Updates - *Seward, NE*

Special District & Downtown Plans

- Pella Downtown Streetscape - *Pella, IA*
- Academy Arts District Plan - *Maize, KS*
- Dyersville Downtown Plan - *Dyersville, IA*
- Mandan Downtown Plan - *Mandan, ND*
- MidTown Tosa Plan - *Wauwatosa, WI*
- Waupaca Downtown Plan - *Waupaca, WI*
- West Lake Drive Corridor Plan - *Detroit Lakes, MN*

Development Application Assistance - *Various*

Historic Preservation Commission Liaison* - *Sioux City, IA*

Code Development, Enforcement, and Site Plan Review* - *Sioux City, IA*

*Indicates work completed while employed elsewhere

CONTACT:

Charlie Cowell, AICP
515.288.3141
ccowell@rdgusa.com



Martin H. Shukert, FAICP



REDEVELOPMENT SPECIALIST

Martin is a city planner/urban designer with over 40 years of experience. He served as Omaha's Planning and Community Development Director in the 1980s, leading major downtown/neighborhood reinvestment programs, writing comprehensive plan elements, developing/implementing the city's zoning ordinance, and beginning the process of trail development. Since 1989, he has continued his commitment to planning excellence and innovation in a variety of areas including transportation, transit and trails; downtown; housing; large scale land use; redevelopment planning and implementation; corridor design; wayfinding; and more.

EDUCATION:

1974
 University of California-Berkeley,
 Masters of Architecture

1971
 Yale University,
 Bachelor in Division IV
 Studies (City Planning)

Magna Cum Laude

REGISTRATIONS:

2004
 Fellow of the American
 Institute of Certified Planners

1984
 American Institute of
 Certified Planners

PAST EXPERIENCE:

Planning and Community
 Development Director
 City of Omaha, NE

RECOGNITION:

2010
 Induction into the Nebraska
 Housing Hall of Fame

Innovative Housing Planning Programs

- Ames/Story County, IA
- Marshalltown, IA
- Columbus, NE
- Siouxland Metropolitan Area
- Gering, NE
- Scottsbluff, NE
- Hall County Housing Authority - NE
- State of Iowa Housing Study
- Iowa Falls, IA
- Webster City, IA
- Over 100 community housing studies

Land Use and Comprehensive Planning

<i>Iowa</i>	Mount Vernon	<i>Missouri</i>	Norfolk	<i>Oklahoma</i>
Altoona	Oskaloosa	Excelsior Springs	Papillion	planOKC
Ankeny	Ottumwa	<i>Nebraska</i>	Plattsmouth	Oklahoma City
Bettendorf	Pella	Beatrice	Ralston	
Cedar Rapids	<i>Kansas</i>	Columbus	Wayne	<i>Texas</i>
Clear Lake	Hays	Chadron	<i>North Dakota</i>	Midland
Denison	Junction City	Fremont	Dickinson	<i>Wyoming</i>
Mason City		Kearney	Jamestown	Gillette

Neighborhood Redevelopment Plans

- East Tosa Neighborhood Plan - Wauwatosa, WI
- 6th Avenue District - Des Moines, IA
- North Omaha Development Plan - Omaha, NE
- East Grand District - Des Moines, IA
- Park Avenue Redevelopment Plan - Omaha, NE*
- Northside Neighborhood - North Platte, NE
- South Omaha Business District - Omaha, NE*
- Live Salina - Salina, KS

Urban Design, Town Center, and Corridor Plans

<i>Nebraska</i>	Scottsbluff-Gering	<i>Illinois</i>	<i>Minnesota</i>	<i>Wisconsin</i>
Alliance	South Omaha	Macomb	Bemidji	De Pere
Fremont		Mount Vernon	Detroit Lakes	Wauwatosa
Grand Island	<i>Iowa</i>		Park Rapids	Waupaca
Hastings	Burlington	<i>Kansas</i>		<i>Wyoming</i>
Lincoln	Clear Lake	De Soto	<i>Missouri</i>	Buffalo
Kearney	Council Bluffs*	Fort Scott	Excelsior Springs	Gillette
Nebraska City*	Marshalltown*	Hays	Saint Louis	Rawlins
Omaha*	Mason City*	Olathe	Trenton	
Ralston	Oskaloosa	Shawnee	<i>South Dakota</i>	
Papillion	Pella	Topeka	Deadwood	
	Perry		Rapid City	
	Shenandoah*			

*Indicates awards

CONTACT:

Marty Shukert, FAICP
 402.392.0133
 mshukert@rdgusa.com





GIS SPECIALIST

Brett Kelly joined the firm in 2018 and has been involved in a range of community and regional planning projects. He utilizes geographic information systems software and performs spatial analysis to provide clients solutions for their unique needs. Brett has created and curated geographic data on regional housing assessments, comprehensive city plans, active transportation studies, and neighborhood developments. His responsibilities include gathering and creating existing site conditions data, utilizing GIS analysis to better understand a community, and creating sharp, easy to read cartographic products for the client.

EDUCATION:

2014

University of Nebraska -
Lincoln, Bachelor of Science
in Environmental Studies

2018

University of Nebraska-Omaha,
Masters of Arts in Geography

2018

University of Nebraska-Omaha,
Graduate Certificate, Geographic
Information Science

Housing Studies

- Indiana Uplands Regional Housing Strategy - *IN*
- Calhoun County Housing Needs Assessment - *IA*
- Pocahontas County Housing Needs Assessment - *IA*
- Lincoln Community Action Plan - *Lincoln, NE*
- Hamilton County Housing Needs Assessment - *IA*
- McPherson Kansas Housing Plan - *McPherson, KS*
- Seward Blight Study - *Seward, NE*
- Taney County Comprehensive Housing Study & Needs Analysis - *Branson, MO*
- Washington County Housing Study - *Washington, IA*

Land Use and Comprehensive Planning

- Grimes Comprehensive Plan Update - *Grimes, IA*
- Kermit Comprehensive Plan - *Kermit, TX*
- Shawnee Comprehensive Plan Update - *Shawnee, OK*

Specialty Districts

- Maize Academy Arts District - *Maize, KS*
- Grand Forks Downtown Plan - *Grand Forks, ND*
- Omaha Neighborhood Plans - *Omaha, NE*
- Wichita South Central Neighborhood Plan - *Wichita, KS*

Transportation and Mobility Studies

- Garden Plain Pedestrian & Bicycle Plan - *Garden Plan, KS*
- Derby Walkable Development Plan - *Derby, KS*
- Goddard Pedestrian & Bicycle Master Plan - *Goddard, KS*
- Park City Pedestrian Connectivity Plan - *Park City, KS*

Corridor Redevelopment

- College Avenue - *Fayetteville, AR*

Park and Recreation Plans

- Grimes Parks Master Plan - *Grimes, IA*

CONTACT:

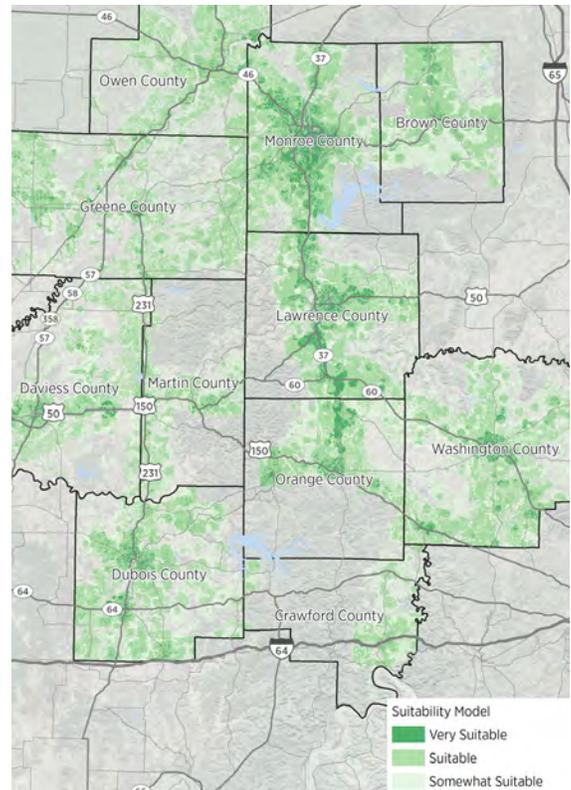
Brett Kelly
402.449.0862
bkelly@rdgusa.com



housing study experience

Indiana Uplands SOUTHERN INDIANA

The Indiana Uplands Housing Study covers an 11 county area in southern Indiana. The counties have a diverse range of opportunities, from the home of the University of Indiana, to some of the largest tourist destinations in Indiana, and even some of the most rural settings in the state. Housing issues across the region have common themes, but the strategies for moving forward differ. The final plan will outline strategies on both a local and regional level and will leverage the regions great assets. This plan is scheduled to be completed in early 2019.



REFERENCE:
 Lauren Travis
 Assistant Director of
 Sustainability
 City of Bloomington
 401 N Morton St.
 Bloomington, IN 47404
 812.349.3837
 lauren.travis@
 bloomington.in.gov



housing study experience

Lincoln Affordable Housing Coordinated Action Plan

LINCOLN, NEBRASKA

Lincoln is a growing city of over 285,000 people that has historically maintained relatively affordable housing compared to similar cities. However, in recent years the city has struggled to maintain and increase the supply of quality affordable housing. Several public, private, and non-profit partners are already working on affordable housing. Therefore, the role of the housing coordinated action plan is to identify gaps and develop a plan of action through coordinated efforts and structures. Gaps are being identified through a community survey, targeted public outreach, and market analysis.



REFERENCE:

Wynn S. Hjermstad
Community Development
Manager
City of Lincoln, Urban
Development Department,
Livable Neighborhoods Division
555 S. 10th St., Suite 205
Lincoln, NE 68508
402.441.8211
whjermstad@lincoln.ne.gov



housing study experience

Lake of the Ozarks Regional Housing Study

MORGAN, MILLER, CAMDEN, AND LACLEDE COUNTIES, MISSOURI

The Lake of the Ozarks Regional Housing Study represents an in-depth study of the housing conditions in the four counties that comprise this vacation, retirement, and seasonal destination. Related to the large seasonal population, the region experienced issues including wide-spread seasonal vacancy, a severe shortage of workforce housing, and inefficient rural land development. The Lake of the Ozarks Regional Housing Study explored the cause and implications of these issues (using an atlas approach) and articulated a multi-dimensional strategy for bringing additional balance into the housing market.



REFERENCE:
 Brian Thompson, PCED
 President/Chief Executive
 Officer
 Lebanon Regional
 Economic Development, Inc.
 200 E Commercial St.
 Lebanon, MO. 65536
 417.533.5627
 brian@lebanonredi.com



community & regional planning

Iowa Housing Study

DES MOINES, IOWA

The Iowa Housing Study used extensive public outreach and rigorous economic analysis to identify the most critical housing needs for Iowans. RDG gathered input from housing experts and members of the public at 40 meetings in 16 different locations across the state, while economic analysts at Gruen Gruen + Associates identified current and future trends in Iowa's housing demand and supply. The team used this combination of objective and subjective findings to provide guidance for the Iowa Finance Authority, which provides state-wide funding and assistance for affordable housing.



**OWNER
REFERENCE:**
Mickey Carlson,
Grants Manager
2015 Grand Avenue
Des Moines, IA 50312
515.725.4969
Mickey.Carlson@iowa.gov





We are proud to have helped many communities throughout the country with their planning and housing needs. Please take a few moments to contact any of the below references regarding our technical expertise, past record of performance on similar projects, and our familiarity with the challenges facing many communities throughout the region.

PAUL BRISENO

City Manager
City of Brookings, South Dakota
pbriseno@cityofbrookings.org
605.692.6281

Projects:

- *Kearney Housing Plan*
- *Hays Comprehensive Plan*

JONAS ARJES

Taney County Housing Study
Executive Director
Taney County Partnership
jarjes@taneycountypartnership.com
417.337.250

TINA PETERSON

Indiana Uplands Regional Housing Strategy
President & CEO
Regional Opportunity Initiatives, Inc.
tinapeterson@regionalsoportunityinc.org
812.287.8116



estimated costs

We pride ourselves on working closely with our clients to create projects that are designed to meet their unique needs. The scope and fee laid out in this proposal is the beginning of this process, and therefore may be negotiated to better match the needs of Story County.

Story County Housing	Base
Project Management	\$5,500
Citizen Participation/Stakeholder Outreach	\$14,700
Discovery and Analysis	\$13,700
Opportunities Map	\$7,500
County Housing Needs Assessment	\$9,500
Fee Estimate	\$50,900
Expenses (Fuel, Lodging, Printing 7 copies) Not to Exceed	\$900
Total Labor and Reimbursable Expenses	\$51,800
<i>City of Ames Profile Excluding Item 1-7</i>	<i>\$8,340</i>
<i>City of Ames Profile Excluding Item 4</i>	<i>\$1,500</i>

PAYMENT PROCESS

We bill our projects monthly in proportion to the percent of total project work completed. Total amount billed will not exceed the agreed-upon fee as outlined in the contract at the start of the project. No additional hourly or other fees will be added.





Story County Planning and Development
Administration Building
900 6th Street, Nevada, Iowa 50201

Ph. 515-382-7245 Fax 515-382-7294
www.storycountyiowa.gov

MEMORANDUM

TO: Story County Board of Supervisors
FROM: Jerry L. Moore, Planning and Development Director
RE: Resolution No. 20-64 on Ames Urban Fringe Plan Support, Extension and Interest to Work with Jurisdictions to Amend It
MEETING DATE: February 18, 2020

Background:

Preparing a resolution addressing the Board of Supervisor's interest in extending the deadline of the Ames Urban Fringe Plan (AUFPP) and preparing a schedule addressing future discussion and action of the AUFPP is a 2020 Work Program item for the Planning and Development Department.

The AUFPP is a land use and development plan between Ames, Gilbert and Story County adopted in July 2006 and it was accompanied by a 28E Agreement on July 11, 2011. From review of County records, it appears much of the initial drafting of the AUFPP was between Ames and Story County Planning Staff with the assistance of input from the general public and persons representing the agricultural, environmental, neighborhoods, governmental/institutional, development and economic communities, including input, direction and action from the Planning and Zoning Commissions, City Council and the Board of Supervisors.

The reason for the Board of Supervisors to consider the process to amend the AUFPP now is, the AUFPP expires July 11, 2021, the City of Ames is currently working on a new 2040 Comprehensive Plan that may include growth plans within the AUFPP area with tentative adoption in late spring 2020, and extending the current AUFPP will allow time for each jurisdiction to work together to amend the AUFPP.

Review and Discussion Schedule

Based on discussions Planning and Development staff had with other jurisdiction staff, there is interest in working with the County to extend and discuss future amendments to the AUFPP. The details of how each jurisdiction can work together on amending the Plan have not been discussed with other jurisdiction staff. While the details of the review and input process will need to be discussed with the other jurisdictions, Planning and Development staff supports a process that involves a combination of input from the Story County Planning and Zoning Commission, Board of Supervisors, general public, collaboration with jurisdiction staff, their Planning and Zoning Commissions and City Councils of the jurisdictions. Also, it will likely be most productive and effective to organize the public input portion of the process when the County starts working with the other jurisdictions to amend the AUFPP.



PLEASE RECYCLE



Story County Planning and Development Department
Ph. 515-382-7245 Fax: 515-382-7294

To begin the process and further explore the County's consideration of the current AUPF, the following review and discussion schedule is proposed:

April 1, 2020 – Story County Planning and Zoning Commission meeting. First meeting to learn about current AUPF components, go over March 26, 2019 letter from Board of Supervisors to City of Ames identifying key areas of primary importance, discuss other possible key areas, and strengths and weaknesses of the current AUPF.

April 14, 2020 – Board of Supervisors meeting. Learn about current AUPF components, go over March 26, 2019 letter from Board of Supervisors to City of Ames identifying key areas of primary importance, discuss other possible key areas, and strengths and weaknesses of the AUPF. Also, consider Planning and Zoning Commission's responses to key areas, and strengths and weaknesses of the AUPF.

May 6, 2020 – Joint meeting between Planning and Zoning Commission and Board of Supervisors to discuss details of the key areas of primary importance, and strengths and weaknesses of current AUPF, and consider ideas for the public input process. Also, request Planning and Development staff to prepare a draft letter for jurisdictions identifying details of the key areas of primary importance to Story County needing improvement or change in the amended AUPF, and share ideas on a public input process.

Recommendation:

Planning and Development Department staff recommend the Board of Supervisors support resolution No. 20-64 addressing the Board of Supervisor's support of the current AUPF, interest in extending, and working with jurisdictions to amend it. Planning and Development staff also request support of the proposed County review and discussion schedule identified above.



PLEASE RECYCLE



**STORY COUNTY
BOARD OF SUPERVISORS
LAURIS OLSON
LINDA MURKEN
RICK G. SANDERS**

Story County Administration
900 Sixth Street
Nevada Iowa 50201
515-382-7200
515-382-7206 (fax)

March 26, 2019

Mayor John Haila and Members of Ames City Council
RDG Planning and Design
Kelly Diekmann, Planning and Housing Director
515 Clark Ave
Ames, IA 50010

RE: Ames Urban Fringe Plan (AUFP)

Dear Mayor Haila, Council Members, RDG Representatives, and Director Diekmann,

The Story County Board of Supervisors would like to thank Kelly and RDG representatives for the invitation extended to county staff to meet Tuesday, February 26, 2019, and provide input and feedback on the Ames Urban Fringe Plan (AUFP) as it's reviewed in conjunction with the city's comprehensive plan update. The Board of Supervisors believes the AUFP plays a significant role in land use and development and is an important partnership addressing planned growth.

The Board of Supervisors was presented with a memo outlining the areas that county staff discussed with RDG representatives, including previous items communicated by county staff to the Board of Supervisors prior to the meeting, and we would like to highlight the key areas of primary importance to Story County:

- Transportation and Metropolitan Planning Organization (MPO) planning
- Housing, including the work of the Story County Housing Trust, and urban growth areas in the Cornerstone to Capstone (C2C) Plan
- Reviewing whether Urban Residential Areas match-up with growth projections
- Reviewing Growth Priority Areas
- Adding policies to address rural water and provisions of full city services to Urban Services Areas

- Reviewing land use designations along HWY 30 corridor with regard to IDOT improvements

We appreciate this opportunity to provide feedback on a tool that has guided public and private development and land use decisions, and is an effective mechanism for planning future growth areas as well as protecting natural/sensitive areas. We look forward to working with Ames and Gilbert on reviewing the policies and land use map designations of the AUPP prior to its expiration in 2021, with a focus on the above identified key areas.

Please contact me or any members of the Story County Board of Supervisors if you have questions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Lauris Olson".

Lauris Olson
Chairperson, Story County Board of Supervisors

Cc: Story County Board of Supervisors
Mayor John Popp and Members of Gilbert City Council
Story County Planning and Development Department
Story County Planning and Zoning Commission



County Outreach and Special Projects Manager
Story County, Iowa
Administration Building
900 6th Street, Nevada, Iowa 50201

Ph. 515-382-7247 Email: lharter@storycountyiowa.gov
www.storycountyiowa.gov

TO: Story County Board of Supervisors
FROM: Leanne Lawrie Harter, AICP, CFM
RE: Mission Statement
DATE: February 12, 2020

Below is the Mission Statement and Core Values developed by staff members working with Ted Garnett with PS Culture Matters late last year. Staff is requesting that the Board approved the Mission Statement and Core Values and direct staff to return to the Board with branding and outreach, training, and implementation plan by mid-March.

Mission Statement

Engaging our diverse communities to responsibly provide quality opportunities and services that matter.

Core Values

ACCOUNTABILITY

We will be honest and transparent while holding ourselves to a higher standard.

COLLABORATION

We will work together with all citizens, entities, and agencies to provide the best government possible.

ENVIRONMENT

We will nourish a welcoming, encouraging environment for people to thrive in, while also preserving our natural environment and working towards a sustainable future.

EQUITY

We will treat everyone respectfully and courteously, with fair opportunity and outcomes for all.

INCLUSIVITY

We will seek participation, welcome differences, and ensure perspectives are heard.

INNOVATION

We will embrace positive change, while continuously pursuing new horizons and creative solutions.

WISE USE OF RESOURCES

We will efficiently and effectively manage our County's resources.





County Outreach and Special Projects Manager
Story County, Iowa
Administration Building
900 6th Street, Nevada, Iowa 50201

Ph. 515-382-7247 Email: lharter@storycountyiowa.gov
www.storycountyiowa.gov

TO: Story County Board of Supervisors
FROM: Leanne Lawrie Harter, AICP, CFM
RE: Ames Day at the Capitol – 2020 Participation
DATE: February 12, 2020

Ames Day at the Capitol is scheduled for Tuesday, March 17th from 11:30 am-1 pm in the Rotunda. At past events, Story County has presented a tri-fold display along with graphics and brochures provided by offices and departments.

Sponsoring costs are as follows: \$700 for a Day Sponsorship and \$300 for Booth Sponsorship.

Staff is seeking direction as to whether the Board again wants to participate in the event and at what level.

Please let me know any questions or concerns.



Board of Supervisors Report Outline

Integrated Roadside Vegetation Management Department

- Name change to RVM
- FY19 and current FY20 summary
 - Gateway plantings
 - Lots of Turf/erosion bmp
- Winter/Early Spring Operations
 - DD Work
 - Grant # 13-Logging operations
 - Burn Piles/Site Cleanup- Hardin-Story #3, Warren #11, Grant #5, New Albany #75
 - Access Lanes-Hardin-Story #3, Grant #5
 - Levy Amounts for DD Contract Spray
 - No Spray Program
 - Sensitive Crop Farmers
 - Safety Program
 - Job Safety Analysis for IRVM Operations
 - Drill/equipment Maintenance and Repair – get ready for CRP acres/waterways
 - Building pad Preparation/ADA parking
- FY20 Purchasing
 - Isuzu NPR-HD cab over spray truck
 - Norstar Sprayer
 - GPS
 - Hydroseeder Truck replacement 2006 I.H. 7500
 - Building Addition 40 x40 pole building
- FY21 Budget
 - Truax Brillion seed drill – replace 1996 8 footer
 - Tandem Axle Equipment Trailer (LRTF grant ?) – replace 1968 yellow trailer
 - Herbicide Storage cage (LRTF grant?)
 - IDOT auction old seed drill, #50, yellow trailer
- Staffing
 - New Spray Truck
 - Training Issues/Safety
- Looking Ahead
 - Staff Affiliations/Committees 2019/2020
 - Tablet for tracking work orders
 - Spring RX Fire
 - Spring Planting – 13th Street on hold, 2 bridges,1 culvert,1 pipe
 - FY21 Brush Control ½ of County
 - JD 4400 Combine Update