

**STORY COUNTY CONSERVATION BOARD  
BOARD OF DIRECTORS  
AGENDA - April 13, 2020 - 5:30PM**

Originating from Story County Conservation Center  
Public Access Provided Via Conference Call

1. SPECIAL NOTE TO THE PUBLIC: Due To Recommendations To Limit Gatherings To No More Than Ten (10) People In Order To Help Slow The Spread Of The COVID-19 Virus, Public Access To The Meeting Will Be Provided Via Conference Call To Listen To The Meeting.

Members of the public who would like to call in:

Dial 515-603-3144 | Enter 895791# when prompted for the access code

\*\*We ask that you mute your phone if possible.

2. CALL TO ORDER
3. ROLL CALL
4. STATEMENT EXPLAINING WHY A MEETING IN PERSON IS IMPOSSIBLE OR IMPRACTICAL, PER CODE SECTION 21.8.1
5. REVIEW AGENDA AND HANDOUTS
6. PUBLIC COMMENTS
  - A. Presentation On Dotson Farms Subdivision

Documents:

[DOTSON RESTRICTIVE COVENANTS AND REGULATIONS.PDF](#)  
[DOTSON CONSERVATION EASEMENT OR DEED RESTRICTION PROVISIONS.PDF](#)  
[DOTSON OUTLOT USE RESTRICTIONS AND DEVELOPMENT AGREEMENT.PDF](#)  
[DOTSON DRAWINGS.PDF](#)

7. STAFF REPORT
  - A. Ryan Wiemold - Park Superintendent

Documents:

[ANNUAL BOARD REPORT.PDF](#)

8. APPROVE MINUTES
  - A. March 9, 2020 Minutes

Documents:

[MARCH 9, 2020 MINUTES.PDF](#)

- B. March 23, 2020 Minutes

Documents:

[MARCH 23, 2020 MINUTES.PDF](#)

C. March 30, 2020 Minutes

Documents:

[MARCH 30, 2020 MINUTES.PDF](#)

9. APPROVE CLAIMS AND RECEIPTS

A. Claims

Documents:

[CONSERVATION CLAIMS FEB 12 TO FEB 25 PAID MARCH 6.PDF](#)  
[CONSERVATION CLAIMS FEB 26 TO MARCH 10 PAID MARCH 19.PDF](#)  
[IRVM CLAIMS FEB 12 TO FEB 25 PAID MARCH 6.PDF](#)  
[IRVM CLAIMS FEB 26 TO MARCH 10 PAID MARCH 19.PDF](#)

10. FINANCIAL REPORTS AND UPDATES

A. Expenses And Revenue

Documents:

[CONSERVATION EXPENSE UPDATE - MARCH 2020.PDF](#)  
[IRVM EXPENSE UPDATE MARCH 2020.PDF](#)  
[REVENUE BY MONTH - MARCH 2020.PDF](#)

11. SCHEDULE OF UPCOMING EVENTS/MEETINGS

A. Events

Documents:

[SCC SPRING 2020.PDF](#)

12. ACTION:

A. Action Forms

1. Vegetation Mgmt. Aide new hire effective 5/4/20, Dylan Childs @ \$11.50/hr.
2. Vegetation Mgmt. Aide rehire effective 5/4/20, Allison Stegmann @ \$12.25/hr.
3. Conservation Aide pay adjustment effective 5/11/20, Hunter Simmons @ \$11.50/hr.

B. Consideration Of Contract Between Beverley Chance And Story County Conservation Board For Campground Attendant Duties At Dakins Lake From July 13 To November 1, 2020.

Documents:

[CAMPGROUND ATTENDANT - CHANCE.PDF](#)

C. Consideration Of Contract Between Joseph Fullerton And Story County Conservation Board For Campground Attendant Duties At Hickory Grove Park From July 13 To November 1, 2020.

Documents:

CAMPGROUND ATTENDANT - FULLERTON.PDF

D. Consideration Of The Social Media Policy

Documents:

[SOCIAL MEDIA POLICY DRAFT.PDF](#)

13. UPDATES:

- A. General Updates - Michael Cox, Director
- B. Liaison Assignments, Committee Meetings Updates, and Announcements from the Board
- C. Other

14. CLOSED SESSION

Closed Session Pursuant to Iowa Code Section 21.5(1)(j) - Michael Cox, Story County Conservation Director  
Iowa Code Section 21.5(1)(j) - to discuss the purchase or sale of a particular real estate only where premature disclosure could be reasonably expected to increase the price the government body would have to pay for that property or reduce the price of the governmental body would have received for that property.

15. 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.

**RESTRICTIVE COVENANTS AND REGULATIONS FOR  
DOTSON FARMS SUBDIVISION FIRST ADDITION, STORY COUNTY, IOWA**

**WHEREAS**, the undersigned are the owners of Lots One (1) through Twenty-eight (28) (“Lot” or the “Lots”) contained in Dotson Farms Subdivision First Addition, Story County, Iowa (the “Subdivision”); and

**WHEREAS**, all of the Lots shall be developed as residential lots and governed by these restrictive covenants and regulations; and

**WHEREAS**, for their own protection and for the benefit of subsequent owners of said Lots within said Subdivision, the said owner desires to restrict the use thereof in certain particulars;

**NOW, THEREFORE**, the parties hereto, in consideration of the covenants and agreements contained herein, by these presents, covenant, bargain and agree for themselves for their successors and assigns, as follows:

1. All Lots shall be known and described as residential lots and shall not be improved, used, or occupied for other than private single-family residential purposes.
2. All owners of Lots shall be members of Dotson Farms Property Owners Association, Inc. (the “Association”). The Association shall be governed by Bylaws and other organizational documents that set forth the duties and obligations of such owners with respect to the ownership of Lots within the Subdivision, including, but not limited to, the terms and provisions of the Outlot Use Restrictions and Development Agreement (the “Development Agreement”) (the Development Agreement is incorporated herein by this reference as if fully set forth) of even date herewith related to the Subdivision and applicable provisions within the County Code of Ordinances (as that term is defined herein) specifically related to development within a GB-C Greenbelt-Conservation District.

All Outlots within the Subdivision that are owned by the Association (collectively, the “Outlots” and individually, an “Outlot”) and with respect to lots within the Subdivision dedicated and conveyed by the Developer to Story County, Iowa as part of the platting of the Subdivision (collectively, the “County Lots” and individually, a “County Lot”) that contain greenspace and/or Conservation Easements (as that term is defined herein) shall be managed as native prairie lots and plantings thereon shall be in strict compliance with the requirements of the SCCB (as that term is defined herein). Management may consist of but not be limited to: prescribed fire, grazing, haying, and mowing.

3. The residences to be constructed or to be permitted to remain on the Lots shall meet the following requirements:
  - a. One (1) story residences shall have a ground floor finished area of not less than one thousand three hundred (1,300) square feet.
  - b. One and one-half (1½) story residences or split-level residences shall have a ground floor finished area of not less than eight hundred fifty (800) square feet and a total finished area on the ground floor and the second floor of not less than one thousand six hundred (1,600) square feet.
  - c. Two (2) story residences shall have a ground floor finished area of not less than eight hundred fifty (800) square feet and a total finished area on the ground floor and the second floor of not less than one thousand six hundred (1,600) square feet.
  - d. The computation of the finished area shall not include porches, breezeways, or garages.
4. No Lot shall be subdivided for the purpose of constructing more than one (1) residence per Lot; however, parts of Lots may be conveyed to adjoining Lot owners for any other purpose. No structure or improvement shall be placed or otherwise maintained on any Lot in any area identified on the Final Plat of the Subdivision as an easement area or a setback area.

5. No building, fence, wall or other structure shall be commenced, erected or maintained on any Lot, nor shall any exterior addition, change or alteration be made until the plans and specifications showing the nature, kind, shape, height, materials and location of the same have been submitted to and approved in writing by the managers, members or officers, as the case may be, of The Quarry Estates, LLC (the "Developer"), or by an Architectural Committee appointed by the Developer. The primary guidelines for approval are that the plans and specifications reflect harmony of external design and location in relation to surrounding structures and drainage patterns in accordance with the storm water management plan. When dwellings have been constructed on all Lots within the Subdivision, the requirements imposed by this paragraph shall terminate.
6. The following restrictions shall also constitute covenants:
  - a. There shall be no mobile homes placed or erected on any Lot.
  - b. No pre-erected dwelling shall be moved to any Lot.
  - c. All dwellings must have, at a minimum, a double attached garage or double detached garage. No detached buildings or other structures, including, but not limited to, garages, storage or utility buildings, sheds, windmills, solar panel housing, or playhouses, shall be built on any Lot without the prior written consent of the Developer or the Committee, and if approved by the Developer or the Committee, any and all detached buildings or other structures must nonetheless match or be in harmony with the architectural style and color of the primary residence.
  - d. No more than twelve (12) inches of concrete block, poured concrete or wood foundation shall be exposed on any building unless the exposed material is covered with brick, stone veneer or siding. Exposed foundations must be painted to blend with exterior wall finishes.
  - e. All building structures or improvements of any kind must be completed within twelve (12) months of the commencement date of the construction. All excess dirt from the excavation shall be hauled from the Lot or used as a part of the final landscape plan. Any excess dirt, concrete or other debris may not be placed on other land within the Subdivision. **IF CONSTRUCTION HAS NOT BEGUN ON A LOT WITHIN TWELVE (12) MONTHS OF THE DATE ON THE DEED FROM THE DEVELOPER, THEN THE OWNER OF RECORD, AT DEVELOPER'S REQUEST, AGREES TO DEED THE LOT BACK TO THE DEVELOPER FOR NINETY PERCENT (90%) OF THE ORIGINAL PURCHASE PRICE WITH NO ADJUSTMENT FOR TAXES, CLOSING COSTS OR INTEREST AT THE TIME THE DEED IS CONVEYED TO THE DEVELOPER. DEVELOPER WILL PAY ONLY FOR DEED PREPARATION, RECORDING FEES AND TRANSFER TAXES. ON ISSUANCE OF AN OCCUPANCY PERMIT FOR A RESIDENCE, THIS RIGHT TO REPURCHASE SHALL TERMINATE AS TO THAT LOT.**
  - f. All homes must be built by a recognized homebuilder, defined as a homebuilder who completes at least three (3) homes per year.
  - g. All finished Lots and house grades shall conform to the Developer's grading plan which may be obtained from the Developer during construction.
  - h. All mailboxes shall be placed in accordance with United States Postal Service regulations. Individual mailboxes will not be permitted. Cluster mailboxes will be provided by the United States Postal Service.
  - i. No above ground or non-permanent swimming pool shall be permitted on any Lot.
  - j. No building or structure of a temporary character and no trailer, basement, tent, shack, garage or outbuilding shall be used at any time as a residential dwelling on any Lot, either temporarily or permanently.
  - k. No recreational vehicle, camper, boat or truck rated larger than three quarters ( $\frac{3}{4}$ ) of a ton shall be parked on a Lot for a period of time exceeding forty-eight (48) consecutive hours or for more than thirty (30) days in any calendar year.
  - l. No rubbish containers shall be visible from the street except on pickup day and one (1) day before and one (1) day after pickup day. Construction waste containers shall be exempt from this

provision; however, the builder or Lot owner shall be responsible for keeping the construction debris contained on the Lot and in the construction waste containers.

- m. No extension towers or antennas of any kind shall be constructed, modified or permitted on any Lot except television or radio antennas of less than ten (10) feet are permitted on dwellings or garages as long as they are not visible from the street. Satellite dishes in excess of thirty-six (36) inches in diameter used to receive television or other signals from satellites shall not be permitted. The satellite dishes or parabolic devices shall be mounted on the rear elevation or the rear half of the side elevation only. In no event shall a satellite dish or parabolic device be mounted on the front elevation or the front half of a side elevation.
- n. No noxious or offensive activities or odors shall be permitted on or to escape from any Lot, nor shall anything be done on any Lot which is or may become an annoyance or nuisance, either temporarily or permanently.
- o. No animals, livestock or poultry of any kind shall be raised, bred or kept on any Lot, except that dogs, cats and other common household pets may be kept so long as they are not kept, bred or maintained for commercial purposes. Dogs must be tied, fenced or kept in a dog run or on a leash at all times.
- p. Within three (3) months after occupancy of the residential dwelling on any Lot, the yards shall be sodded or seeded. In addition to seeding and sodding, the builder or Lot owner shall expend a minimum of one thousand dollars (\$1,000.00) for landscaping. Landscaping shall include at least one (1) one and one-half (1½) inch caliper tree.
- q. All retaining walls shall be constructed of stone or masonry product. No wood landscaping timbers shall be used to construct retaining walls, except that window well retaining walls that are not visible above grade may be constructed using wood landscaping timbers.
- r. Roof materials should be slate, tile, cedar shakes, or composite shingles. Composite shingles shall be architectural grade, minimum thirty (30) year warranty. Shingle colors shall be compatible with and complimentary to the exterior materials and colors. White or white blend roof materials are not acceptable.
- s. All outdoor light fixtures shall be designed, installed and maintained to prevent light trespass beyond the boundaries of the Lot. "Full cutoff" outdoor light fixtures which emit no light at or above the horizontal plane of the fixture shall be utilized for all dusk to dawn light fixtures exceeding three hundred (300) lumens and for all manually switched or occupancy sensor switched fixtures exceeding one thousand (1,000) lumens. Christmas lighting or other temporary outdoor lighting shall be exempt from this provision, but shall remain in place no longer than six (6) weeks annually.
- t. Each Lot owner shall keep the Lot free of weeds and debris and shall take all necessary steps to control erosion from the Lot. All Lot owners shall implement appropriate erosion control measures before, during and after construction. These measures may include silt fences, ground cover and seeding over exposed areas. If, in the opinion of the Developer, erosion is not properly controlled, corrective action may be taken and the costs assessed against the Lot owner.
- u. Chain link fences are not permitted. If a fence is installed, it must be a two (2) pattern fence. The plans for the fence shall be submitted for approval by the Developer in accordance with Paragraph 5. All Lots abutting any Conservation Easement (as that term is defined herein) or any County Lot or Outlot shall have, along the common property lines thereof, a three (3) rail split fence. If the fence is to be installed to protect greenspace areas, as identified in the Fence Plan submitted as part of the preliminary plat, the construction of the fence shall be the responsibility of the lot owner and shall be installed at the time of construction of the dwelling as a condition of the zoning permit. If the fence is to be installed to protect environmentally sensitive areas, as identified in the Fence Plan submitted as part of the preliminary plat, the construction of the fence shall be the responsibility of the Developer. Maintenance of all three (3) split rail fencing shall be the responsibility of the lot owner.

- v. Once a dwelling is sold and occupied, signage shall be limited to (i) address signage, (ii) owner identification signs, (iii) "For Sale" signs, (iv) "Garage Sale" signs, (v) special event signs (such as birthdays, graduations, or anniversaries, hereafter "Event Signs") (vi) political signs and (vii) other signs approved in writing by the Developer. "For Sale" signs shall only be displayed while a dwelling is for sale and must be removed the day following the closing of the sale. "Garage Sale" and Event Signs shall only be displayed one (1) day before the sale or event and during the sale or event and must be removed by the day following the sale or event. Political signs shall only be displayed up to two (2) weeks prior to an election, the day of the election, and must be removed by the day following the election. Political signs not related to an election shall be displayed for a maximum of two (2) weeks. Other signs permitted by the Developer shall be displayed for such times as authorized by the Developer. All signs shall be limited to no more than thirty-nine (39) inches in width by twenty-four (24) inches in height and shall be professionally constructed. No hand painted signs will be allowed. Except for address and owner identification signs, no signs shall be erected on any building elevation, erected so that is visible through window or glass openings or, except for vehicles with professionally made business signage on the vehicles, attached to vehicles parked within the neighborhood.
- w. Any and all plumbing systems, septic tanks, and sewage disposal fields installed on a Lot shall comply with the standards, requirements, rules, or regulations of all applicable governmental authorities. Additionally, all existing field drainage tiles upon or under any of the Lots shall remain unobstructed and the free flow of water through said tiles shall not, in any manner, be restricted, blocked, or impeded. The existing drainage tile system shall at all times be preserved during the construction of residences or other approved structures on a Lot. Said drainage tiles are necessary for adjacent property owners and the proper repair of said drainage tiles is necessary to prevent drainage issues for adjacent property owners. Any drainage tile located during construction shall be repaired at the sole cost and expense of the Lot owner and the repair shall be observed by an engineer designated by the Developer prior to backfilling. Drainage tiles that need to be rerouted will be upsized to the next pipe size, but to a minimum of two (2) inches in diameter. Drainage tiles that are relocated around basements shall be a minimum of twenty (20) feet from the exterior of the residence, garage, or other approved structure. In no event shall a drainage tile run under a residence or other approved structure. The Association shall be responsible for the maintenance and repair of the subdrains identified in Subdrain Plan submitted as part of the Preliminary Plat. Additionally, drainage tiles shall be a minimum of fifteen feet from any septic system drain, tile, or tank.
- x. All wastewater systems must comply with all state and local regulations in effect at the time of installation and be approved by the Story County Health Department prior to construction of a residential dwelling on a Lot. All required on-site wastewater treatment systems on the Lots shall be installed by the respective owners of the Lots. Mechanical on-site wastewater treatment systems shall be used only if other types of on-site wastewater treatment systems cannot be installed and operated and use of such mechanical systems shall comply with state law requirement of maintenance agreements. The Association shall contract for inspections every five (5) years of all on-site wastewater treatment systems by an inspector qualified to conduct septic system reviews in Story County, Iowa. The reports shall be forwarded to the Story County Health Department. Inspection fees shall be a part of the annual assessments of the Association. The owners of the Lots shall pay for all maintenance and repair required to comply with all county and state regulations.
- y. The Association shall be responsible for the maintenance of the storm water management systems, as identified in the Storm Water Management Plan submitted as part of the Preliminary Plat. Maintenance shall include the following: (i) visual inspection of the site to ensure that no erosion is occurring. (ii) visual inspections of onsite storm sewer during rainfall event to insure they are properly working. (iii) removal of any sediment that has collected in designated storm water detention/ retention areas and remove any debris that may have blocked the outlet orifices. (iv) repair or replacing any damaged structures designed to control storm water runoff, and provided

water quality measures for the site. (v) regularly mow lawn area. No mowing of the native areas. (vi) clear detention facilities of any volunteer trees. (vii) complete annual inspections of detention facilities, and maintain reports for 3 years.

- z. The use or application of any fertilizer or lawn additive that contains phosphates is prohibited on all Lots.
  - aa. No Lot owner shall plant or grow, in any manner, any invasive plant species on a Lot. The Association shall not plant or grow, in any manner, any invasive plant species on an Outlot. All shrubs and trees on Lots and Outlots shall be native species. Invasive species shall be defined as those listed in the Iowa Department of Natural Resources Forestry Invasive Species Guide. The SCCB must preapprove the use of any seed mixes proposed to be used on an Outlot.
  - bb. No debris, hazardous materials, household items, or unapproved plants or soil shall be placed, at any time, on any of the Lots, Outlots or the County Lots
7. Any construction or earth moving on any Lot shall be in compliance with all laws relating to storm water discharge permitting. The Lot owner shall be the sole responsible permittee for the Lot with respect to compliance with the terms, provisions and requirements of any NPDES Storm Water Discharge Permit No. 2 and any storm water pollution prevention plan that includes the Lot.

During the ownership of the Lot, the Lot owner shall protect, defend, indemnify and hold the Developer and other Lot owners harmless from any and all damages, claims, liabilities, fines, penalties, cleanup costs and/or attorneys' and consultants' fees caused by, or in any manner related to: (1) any discharges of soil, silt, sediment, petroleum product, hazardous substances or solid waste from the Lot; and/or (2) any alleged violation of any NPDES or storm water discharge rule or regulation.

8. For purposes of this Paragraph 8 the term "Conservation Easement" shall mean the definition referenced in Chapter 457A of the Iowa Code and/or the definition referenced with respect to "Easement, public" in Section 85.08(89) of the Code of Ordinances of Story County, Iowa (the "County Code of Ordinances"). The legal descriptions of any and every Conservation Easement granted to Story County, Iowa upon the platting of the Subdivision shall be noted on the Final Plat of the Subdivision and on an easement document to be recorded with the Final Plat of the Subdivision. Each Lot owner shall strictly comply with the restrictions set forth in Section 86.12 of the County Code of Ordinances and other provisions within the County Code of Ordinances specifically related to development within a GB-C Greenbelt-Conservation District with respect to any areas within the Subdivision encumbered by a Conservation Easement. The Association shall be charged with enforcing said restrictions on any Lot not owned by the Association, and furthermore, the Association shall be ultimately responsible for the enforcement of said restrictions on any outlots owned by the Association and/or as required under the Development Agreement. In furtherance of said charge, the owners of Lots shall be liable for dues to the Association in such amounts as the Association deems adequate to comply with the requirements set forth herein.

The erection or placement of any building or other structure or improvement, including, but not limited to, a retaining wall or fence, or any trees, shrubs, or other landscape plantings other than grass or comparable ground cover within any area of a Lot identified as being encumbered by a Conservation Easement, Outlot, or County Lot is prohibited except with the prior consent of Story County, Iowa. Lot owners and Association, shall not mow, burn, spray, or engage in other management activities on the Outlots or County Lots.

9. All of these restrictions shall be deemed to be covenants running with the land and shall endure and be binding upon all parties here
10. to, their successors and assigns, for a period of twenty-one (21) years from the date of the recording of these covenants, unless claims to continue any interest in the covenants are filed as provided by law.

11. In case of violation of any of the covenants, any person then owning a Lot in said Subdivision, the SCCB, and/or Story County, Iowa, is authorized to resort to an action of law or equity for relief, either by injunction or in damages, against the person so violating said covenants and is entitled to attorneys' fees and costs related thereto.
12. Invalidation of any of these covenants by judgment or court order shall in no way affect the validity of any of the other provisions, but they shall remain in full force and effect.
13. This instrument may be amended upon the recording of a written instrument executed by the owners of at least seventy-five percent (75%) of the Lots within the Subdivision. Any amendment to this instrument must be filed for record in the office of the Recorder of Story County, Iowa. For the purposes of this Paragraph 12, each Lot shall be deemed to have one (1) owner, and each said owner shall be entitled to one (1) vote for each Lot owned.
14. The provisions of this instrument and any amendments hereto may be extended for an additional period beyond the initial twenty-one (21) year period by the owners of seventy-five percent (75%) of the Lots within the Subdivision by filing a verified claim in the office of the Recorder of Story County, Iowa, within the initial twenty-one (21) year period. For the purposes of this Paragraph 13, each Lot shall be deemed to have one (1) owner, all as provided in the preceding paragraph.

## Conservation Easement or Deed Restriction Provisions

- a. The use or application of any fertilizer or lawn additive that contains phosphates is prohibited on all Lots.
- b. Water quality within the County Lots shall be tested by the SCCB and/or Story County, Iowa, and in the event the testing indicates the use of fertilizers or lawn additives that contain phosphates the SCCB, and/or Story County, Iowa, is authorized to resort to an action of law or equity for relief, either by injunction or in damages, against any person then owning a Lot in said Subdivision so violating said covenants and is entitled to attorneys' fees and costs related thereto;
- c. No Lot owner shall plant or grow, in any manner, any invasive plant species on a Lot. The Association shall not plant or grow, in any manner, any invasive plant species on an Outlot. All shrubs and trees on Lots and Outlots shall be native species. Invasive species shall be defined as those listed in the Iowa Department of Natural Resources Forestry Invasive Species Guide. The SCCB must preapprove the use of any seed mixes proposed to be used on an Outlot.
- d. No debris, hazardous materials, household items, or unapproved plants or soil shall be placed, at any time, on any of the Lots, Outlots or the County Lots

## **OUTLOT USE RESTRICTIONS AND DEVELOPMENT AGREEMENT**

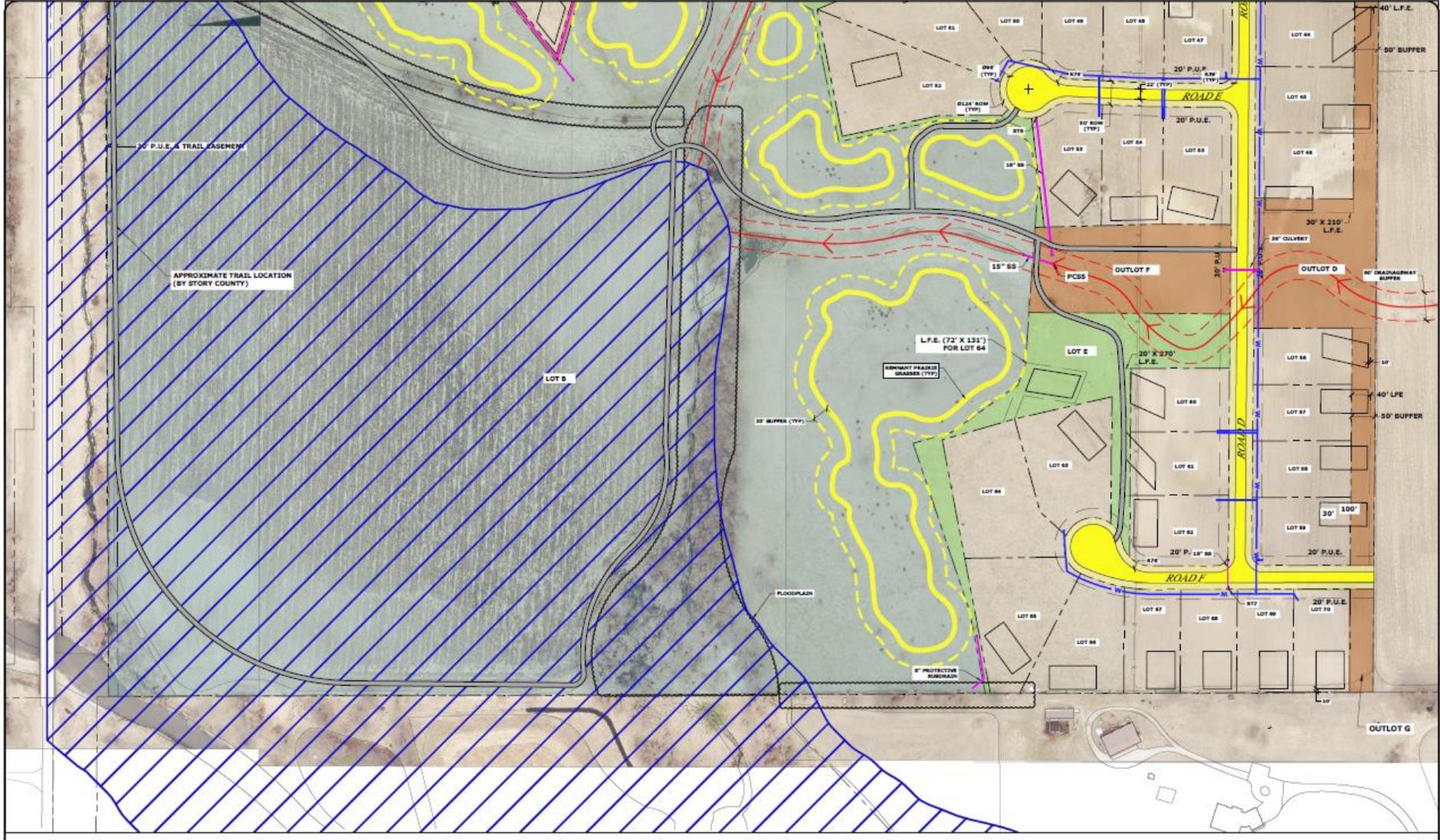
**THIS OUTLOT USE RESTRICTIONS AND DEVELOPMENT AGREEMENT** (this “Agreement”) is being made and entered into between Story County, Iowa (the “County”) and The Quarry Estates, L.L.C. (the “Developer”) related to the development of Dotson Farms Subdivision, Story County, Iowa (the “Subdivision”).

1. The Developer hereby understands, acknowledges, and agrees that any and all development within the Subdivision (said term includes any and every addition thereof) shall be in accordance with the following provisions and/or instruments:
  - a. the Stormwater Management Plan (the “SWMP”) submitted as part of the preliminary plat of the Subdivision (the “Preliminary Plat”);
  - b. the Erosion Control Plan (the “ECP”) submitted as part of the Preliminary Plat;
  - c. the Subdrain Plan submitted as part of the Preliminary Plat;
  - d. the Fence Plan submitted as part of the Preliminary Plat;
  - e. the access easement for Story County Conservation submitted as part of the preliminary plat;
  - f. provisions of the Code of Ordinances of Story County, Iowa (the “Code”) applicable to development within districts identified as a GB-C Greenbelt-Conservation District;
  - g. the Iowa Statewide Urban Design and Specifications (“SUDAS”);
  - h. as applicable, the terms and provisions of the Restrictive Covenants and Regulations for Dotson Farms Subdivision First Addition, Story County, Iowa (collectively, with the similar restrictive covenant instruments for each future addition of the Subdivision, the “Covenants”) with respect to the duties and requirements of the Developer and/or the Association (as that term is defined in the Covenants) as identified therein; and
  - i. any and every supplement and/or amendment to the SWMP, the ECP, the Code, and SUDAS related to future additions of the Subdivision.
2. The Developer agrees to the following conditions and restrictions with respect to outlots within the Subdivision that are owned by the Association (collectively, the “Outlots” and individually, an “Outlot”) and with respect to lots within the Subdivision dedicated and conveyed by the Developer to Story County, Iowa as part of the platting of the Subdivision (collectively, the “County Lots” and individually, a “County Lot”):
  - a. the developer shall convey the County Lots through a warranty deed to Story County with each phase of the Subdivision;
  - b. all Outlots and County Lots that contain greenspace and/or Conservation Easements (as that term is defined in the Covenants) shall be managed as native prairie lots and plantings thereon shall be in strict compliance with the requirements of the SCCB (as that term is defined in the Covenants). The Developer shall not plant or grow, in any manner, any invasive plant species on an Outlot. All shrubs and trees on Outlots shall be native species. Invasive species shall be defined as those listed on the Iowa Department of Natural Resources Forestry Invasive Species Guide. The SCCB must preapprove the use of any seed mixes proposed to be used on Outlots;
  - c. the Association shall pay any and all dues related to the conservation of Outlots and County Lots to the SCCB annually, and such fee shall initially be two hundred fifty dollars and 00/100 (\$250.00) (the “Conservation Fee”) per developed lot within the Subdivision. The Conservation Fee shall not increase more than two percent (2%) each year;
  - d. water quality within the County Lots shall be tested by the SCCB and/or Story County, Iowa, and in the event the testing indicates the use of fertilizers or lawn additives that contain phosphates in violation of the terms and provisions of the Restrictive Covenants the SCCB, and/or Story County, Iowa, is authorized under the Restrictive Covenants to resort to an action of law or equity for relief, either by injunction or in damages, against

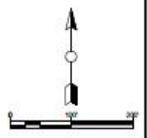
- any person then owning a Lot in said Subdivision so violating said covenants and is entitled to attorneys' fees and costs related thereto;
- e. no construction materials, debris, hazardous materials, household items, or unapproved plants or soil shall be placed, at any time, on any of the Outlots or the County Lots;
  - f. the County Lots shall be limited to light foot traffic, and no sledding, biking, hunting, trapping, or other activities prohibited by the SCCB shall be permitted on the County Lots;
  - g. the SCCB and/or Story County, Iowa, shall be responsible for: (i) the construction and creation of a trail system within or across any County Lot, (ii) the construction and creation of shelters or other structures for public use on the County Lots, as may be shown and identified on the Preliminary Plat, as agreed to by the SCCB, the Developer, and the Association, (iii) the construction of an access gate to designated portions of any County Lot, and (iv) the construction and creation of public parking areas with respect to the Subdivision and the County Lots located therein; and
3. the Developer shall be responsible for: (i) the construction of the three (3) split rail fence on common property lines with County Lots and Outlots to protect environmentally sensitive as identified in the Fence Plan submitted as part of the Preliminary Plat(ii) the construction of the subdrain as identified in the Subdrain Plan submitted as part of the Preliminary Plat. The parties agree that this Agreement may be modified, amended or supplemented only by written agreement of the parties. This Agreement shall run with the real property made part of the Subdivision and shall be binding upon Developer, its successors and assigns. Time is of the essence in this Agreement. The failure to promptly assert any rights herein shall not, however, be a waiver of such rights or a waiver of any existing or subsequent default. To facilitate execution, this Agreement may be executed in as many counterparts as may be required. It shall not be necessary that the signature on behalf of the parties hereto appear on each counterpart. All counterparts shall collectively constitute a single Agreement. The laws of the State of Iowa shall govern this Agreement. Any dispute relating to this Agreement shall be adjudicated in the Iowa District Court for Story County.



1. THE INFORMATION CONTAINED HEREIN IS THE PROPERTY OF FOX ENGINEERING ASSOCIATES, INC. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF FOX ENGINEERING ASSOCIATES, INC.



<p><b>LATERAL FIELD LOCATION</b>          50' X 100' OR 60' X 80'          ALL LATERAL FIELDS WILL BE PROTECTED PRIOR TO CONSTRUCTION WITH FENCING (NO GRADING/HEAVY EQUIPMENT ALLOWED)</p>	<p>PCS = POND CONTROL STRUCTURE          SS = STORM SEWER          ST = STORM STRUCTURE</p>
<p>LATERAL FIELD EASEMENT (L.F.E.)</p>	



DATE	REVISION	BY	DATE

FOX Engineering Associates, Inc.  
 414 South 11th Avenue, Iowa 50010  
 Phone: (515) 233-0000  
 FAX: (515) 233-0103



**SUBDIVISION LAYOUT - SOUTH HALF**  
 DOTSON PARK SUBDIVISION  
 ILLINOIS TERRACE  
 SE CORNER OF SOUTH AVE & 17TH ST  
 STORY COUNTY, IOWA

PROJECT NO.  
 5470-18A  
 SHEET  
**C2.3**



## Annual Board Report- March 9, 2020

Parks Superintendent- Ryan Wiemold

Items in red show how that item accomplishes an outcome or strategy in our SCC Strategic Plan 2018-2020

### Staffing Updates

- Trails/ Natural Resource Technician position started summer of '19 (NR-1a,1c, CE-1,2, P-1c,2b,2c)
  - Trails program goals were created with a strategy to accomplish
  - Trail assessments to identify needed improvements and incorporate into field/ volunteer workload
  - Wayfinding signage at McFarland Park, GIS maps
- New Nat. Res. Specialist – Brandon Clough: great balance of administrative and field experience (NR-1a,1c 2, CE-1,2, P-2b, 2c)
- New conservation technician at McFarland – Dillion Schmidt
- Hiring process for new Trails/ NR Technician completed this month (offered candidate, ongoing hiring process)
- Adjusted property management between units to improve efficiency and effectiveness (NR-1a, P-2b)
- GIS implementation Plan - record keeping, mapping, data collection, trails mapping (NR-1a,1b,1c, CE-1,3 P-2b)
- Field staff visioning - listening session, questionnaire, turn that into goal setting (NR-1a,1c, CE-1,3, P-2a)

### Project Updates

- Hickory Grove Park Lake Restoration (NR-1a,1c,2, CE-1,2,3, P-1c,2a,2b,2c)
  - Grand Reopening (Get Outdoors Day-June, 13)
  - Community outreach and engagement
- Hickory Grove Beach House (P-1a, 1c)
- Tedesco Environmental Learning Corridor (NR-1a,1b,1c,2, CE-1,2,3, P-1a,1c,2a,2b,2c)
  - Phase 2- opening, positive affect on community, publicity and connections for SCCB
  - Phase 3 design and construction
  - Community outreach and engagement- Donations and volunteers from those opportunities
- Cabin Exploration (CE-1,2, P-1a,1c,2a,2b,2c)
  - Dakin's Lake Cabin Design work
  - Research and compare to local cabin opportunities for feasibility
- Hannum's Mill Dam Mitigation- design options (NR-1a,1c,2, CE-1,2,3, P-1c,,2b,2c)
- McFarland Park Watershed Study (NR-1a,1c,2, CE-1,2,3, P-1c,,2b,2c)
- Heart of Iowa Nature Trail (CE-1,2,3, P-1c, 2b, 2c)
- Prairie Rail Trail (CE-1,2,3, P-1c, 2b, 2c)
- Property acquisition and development (NR-1a,1b,1c, 2, CE-1,2, P-2b, 2c)
  - Wicks Wildlife Area
  - Bundy Property
  - Osheim Property
  - Dotson Property
- ICCS 2020 Conference Planning (CE-1,2, P-2b)

### Other items

- Law Enforcement Program (NR 1a, 2, CE- 1,2,3, P-2a,2b)
  - Implemented long gun program in 2019
  - New radios as part of Project Story Comm
  - Law Enforcement Outreach - Shop with a Cop, National Night Out, ISU Football
- Trails Advisory Committee (NR-1c, CE-1,2,3, P-1c,2b,2c)

- Switched to a 3 times a year meeting format. Now concentrate efforts and time on being more active, improve interest to trail supporters and focus on advocacy
- Ramp up recruiting efforts and change meeting locations
- Trailgate: April 5<sup>th</sup> from 1:30-3:30. Emily Stone (Adventures in Alaska)
- Recruitment video for Story County Law Enforcement Outreach - Shop with a Cop, National Night Out, ISU Football (CE- 1,2,3)
- Eagle Scout- Trail/Historical/Conservation info signage on North Greenbelt (CE- 1,2,3 P-2b, 2c)

#### Upcoming items

- McFarland Watershed Improvement Plan and lake restoration design (NR-1a,1c,2, CE-1,2,3, P-1c,2b,2c)
- West Peterson Park Improvements (CE-1,3, P-1a,1c,2b)
  - Split Rail fencing
  - Speed bumps
  - Parking lot reduction
  - Vault toilet
  - Entrance monuments
  - Kiosks/ mapping
  - Wayfinding trail signage (seeking funding)
- HGP Improvements (CE-1,3, P-1a,1c,2b)
  - Park mapping and interpretive signage
  - Pave trail from north boat ramp to bridge
  - Asphalt road overlay
  - Explore sewer solution

Story County Conservation Board  
March 9, 2020  
Story County Conservation Center, Ames, Iowa

1. CALL TO ORDER: 5:33 PM

2. ROLL CALL

BOARD MEMBERS

Jim Pease - present  
Christine Laumer – present  
Nancy Franz – absent  
Craig Meyers - present  
Ted Tedesco – present  
Linda Murken – present

STAFF

Mike Cox  
Marianne Harrelson

GUESTS

Mike Meetz

3. REVIEW OF AGENDA AND HANDOUTS

4. PUBLIC COMMENTS- Mike Meetz commented on a recent article in the INHF magazine about the 4H camp and a couple members were interviewed. The OLLI group is going to be using the TELC site for some spring classes. He noted that the Photo Contest will be all digital this year and he is going to try to get the Trailgate mentioned on his KOHI program a couple times. He also wanted to thank everyone for participating in the Common Ground recordings.

5. STAFF REPORT – Ryan Wiemold – Ops. Moved to April.

6. APPROVAL OF MINUTES

February 10, 2020. MOTION by Meyers, SECOND by Tedesco. Change Roll Call, Laumer to present. MCU.

7. APPROVAL OF CLAIMS AND RECEIPTS

MOTION by Meyers, SECOND by Tedesco. Pease questioned the payment to Conservation Corps MN/IA. Director Cox indicated that was for work done at Hickory Grove and Robison in the fall. Pease also questioned the payment made to Story County Treasurer. Harrelson clarified that this was for an internal transfer of funds between accounts for the Hickory Grove Park lake restoration project. In December 2018, the board approved a contract with the Iowa DNR for funds to come from the general fund and the conservation reserve. All of the invoices have been paid out of the general fund creating a negative balance. The Auditors office had to write a check to transfer the funds from the general fund to the Conservation Reserve Fund. MCU.

8. FINANCIAL REPORTS AND UPDATES

Director Cox indicated that there are going to be a few items that are going to be over expensed but overall, we are in good shape.

9. CALENDAR OF UPCOMING EVENTS/MEETINGS

The board meeting next month is on April 13<sup>th</sup>. Pease indicated that there is a public meeting that the Iowa DNR is conducting on March 24<sup>th</sup> regarding the Hickory Grove Lake. There

was an article in the Ames Tribune about the meeting that had some incorrect and missed information. We will have a booth at the Eco Fair in Ames on April 25<sup>th</sup> and our supporter's dinner will be on Wednesday, April 22<sup>nd</sup> at Prairie Moon. We had 35 people show up for the National Day of Unplugging evening campfire.

#### 10. ACTION ITEMS:

- A. Action Forms – Pay adjustment effective 3/30/20 for Jerry Keys @\$2,552.65/bw. MOTION by Tedesco, SECOND by Laumer. MCU.
- B. Consideration Of 2nd Reading Of Revisions To Story County Conservation Rules And Regulations. MOTION by Meyers, SECOND by Tedesco. Changes are highlighted. We made additional changes regarding the two lodges at Hickory Grove Park to be available on a reservation system only. MCU.
- C. Consideration Of Body Armor System Replacement For Park Rangers For \$3,324.16. MOTION by Tedesco, SECOND by Laumer. Director Cox indicated that these are recommended to be replaced every five years. In the past, we have received a grant to cover part of the costs, but the grant is not available. MCU.
- D. Consideration Of Contract Between Finch Livestock Exchange For Management Grazing In SCC Areas. MOTION by Laumer, SECOND by Meyers. This will be the ninth year that we have contracted with Finch Livestock Exchange. MCU.
- E. Consideration Of Grant Agreement With The Iowa Department Of Natural Resources For A Trees For Kids Grant For The Sleepy Hollow Addition. MOTION by Meyers, SECOND by Tedesco. Pease would like to make sure that the trees are not planted near the corner creating an obstruction for traffic at the intersection. MCU.
- F. Consideration Of Amendment To Professional Services Agreement With Shive Hattery For Tedesco Environmental Learning Corridor Phase 3 Engineering Services In The Amount Of \$111,800. MOTION by Tedesco, SECOND by Meyers. This agreement is for the Contract Administration/Construction Observation and the bid process. MCU.
- G. Consideration Of Contract With Howrey Construction For The Tedesco Environmental Learning Corridor, Phase 3 Construction, For \$1,021,881.75. MOTION by Tedesco, SECOND by Laumer. The bids came in under the estimate and within the budget. Work should be complete by September 30, 2020. MCU.
- H. Consideration Of Offer To Buy Real Estate Agreement With The Iowa Natural Heritage Foundation For Real Property In Section 6 Of Howard Township. MOTION by Meyers, SECOND by Tedesco. This property is located north of Story City along the South Skunk River. MCU.
- I. Consideration Of Purchase Of Seed For Wicks Wildlife Area From Diversity Farms For \$11,956.00. This will be in addition to some of our seed that we have already planted. This expense is partially offset by a grant of \$6,000,00 from the Iowa Natural Heritage Foundation. MOTION by Laumer, SECOND by Meyers. MCU.

J. Consideration Of Contract Between Ernie Gummo And Story County Conservation Board For Campground Attendant Duties At Dakins Lake From March 30 To July 12, 2020. Combined the motion and approval with item K.

K. Consideration Of Contract Between Gene Ridgeway And Story County Conservation Board For Campground Attendant Duties At Hickory Grove Park From March 30 To July 12, 2020. MOTION by Tedesco, SECOND by Laumer. MCU.

11. UPDATES:

A. General Updates: Director Cox gave an update Hickory Grove. The inspection of the dam by DNR needs to be completed before we can close the gate. A grand opening for the park is scheduled for Saturday, June 13<sup>th</sup> which is also National Get Outdoors Day. He handed out some documents and gave an update on the Dotson Farm Subdivision project. The developer had a series of conditions that had to be met before rezoning would be approved. Their responses to these conditions are noted with bullets on the document handed out. They want to submit their Preliminary Plat later this month but Planning & Development will not accept it until they have an agreement with the Conservation Board. The board reviewed some of the items to decide how to proceed in order to make them legally binding. Pease asked that all board members review the documents individually and bring up questions or concerns and Cox will schedule a meeting with the developer, Planning & Development and Tom Rosburg to discuss the plans before we consider an agreement.

B. Liaison Assignments, Committee Meetings Updates, and Announcements from the Board: Meyers, Murken and Cox attended the Colo City Council meeting to talk about connecting the city sewer system to Hickory Grove. Meyers anticipates a good outcome from the city. He will have a conversation with the Outdoor Alliance of Story County about sponsoring student scholarships for the 2020 Conference. Tedesco is meeting with the City of Ames to discuss adding a parking lot and restrooms at TELC. Pease stated that Franz has been working on items for the 2020 Conference. They have also been meeting with Cox regarding the Dakins cabin. He received a second copy of the Feasibility Study but he has not had a chance to review it. He and Cox reviewed the preliminary report on Hannum's Mill. We are awaiting the second draft. Cox stated that Franz has been working him and Erica to complete a recertification with Service Enterprise.

C. Other – None.

12. ADJOURNMENT

MOTION by Tedesco, SECOND by Laumer, to adjourn. MCU. The meeting was adjourned at 7:28 PM.

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Recording Secretary

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Story County Conservation Board

Story County Conservation Board  
March 23, 2020  
Story County Conservation Center, Ames, Iowa

1. CALL TO ORDER: 9:00 AM

ROLL CALL – Via Phone

BOARD MEMBERS

Jim Pease - present

Christine Laumer – present

Nancy Franz – present

Craig Meyers - present

Ted Tedesco – present

Linda Murken – present

STAFF

Mike Cox

Marianne Harrelson

GUESTS

2. ADOPTION OF AGENDA - MOTION by Tedesco, SECOND by Meyers. MCU.

3. STATEMENT OF NECESSITY OF SPECIAL MEETING PER CODE SECTION 21.4.2(B)

Pease read the special note to the public: Due to recommendations to limit gatherings to no more than ten (10) people in order to help slow the spread of the COVID-19 virus, public access to the meeting will be provided via conference call to listen to the meeting.

4. STATEMENT EXPLAINING WHY A MEETING IN PERSON IS IMPOSSIBLE OR IMPRACTICAL, PER CODE SECTION 21.8.1

To slow the spread of COVID-19, and no more than 10 people at a Board meeting and to join by conference call.

5. UPDATES ON COVID-19

Pease indicated that there are now 90 cases of COVID-19 in Iowa. Murken updated the board on the status of the public buildings for the county. Most building are closed to the public, but employees are still working and providing services to the public. All current information can be found on the county's website. Cox gave an update on the Conservation staff.

DISCUSSION AND CONSIDERATION OF ITEMS BROUGHT BEFORE THE BOARD WITH REQUESTS FOR IMMEDIATE ACTION. MOTION by Franz, SECOND by Meyers. Cox distributed a document on the Story County Conservation Board COVID -19 Continuity of Operations. Most of the items have already been implemented. The delay to open the campground and enclosed facilities has not been implemented at this time. Tedesco indicated that we should also include beach openings to be delayed. An amendment will be made to include beaches with the delayed campground opening. Pease asked the board to approve a motion to give authority to Director Cox to make necessary changes to this plan as needed with the continued changes that are happening daily. Tedesco suggested that the board give authority to Director Cox and the Board Chair. Franz added that it should also include or their designees. Final amendment as follows: There will be another section titled Authority. The statement will read: The Conservation Board delegates authority until further notice to extend and modify this COVID-19 response plan to the Conservation Director and Board Chair or their designees. Notification of these operation changes will be distributed to all employees, posted on doors, at all parks that are affected, on the county's

website and via social media. MOTION by Tedesco to approve amendments, SECOND by Meyers. MCU on a roll call vote to approve amendments. MCU main motion amended on a roll call vote.

6. DISCUSSION AND CONSIDERATION OF TEMPORARY EMPLOYMENT POLICY AND PROCEDURES FOR COVID-19. MOTION by Franz, SECOND by Tedesco. This policy was adopted by the Story County Board of Supervisor on March 20, 2020. Since the Conservation Board has a separate handbook and policies, we need to adopt this new policy for Conservation employees. Since this situation is changing so quickly every day, Director Cox would also like to request that the Conservation Board somehow adopt any future changes to this policy by the Board of Supervisors. Laumer had some questions about some of the leaves, pay and working from home. Director Cox provided clarification. MCU on a roll call vote. A motion to amend the policy to include a statement to allow the Story County Conservation Board to approve or modify the policy in future changes made by the Board of Supervisors. MOTION by Laumer, SECOND by Franz to add to the policy, if there are further modifications to this policy made by the Board of Supervisors, that “The Conservation Board delegates authority until further notice to extend and modify this Temporary Employment Practices and Policies in Response to the Novel Coronavirus (COVID-19) Pandemic the Conservation Director and Board Chair or their designees.” be added to the Scope section of the policy. MCU on a roll call vote.

7. PUBLIC COMMENT – None

8. ADJOURNMENT

MOTION by Meyers, SECOND by Tedesco, to adjourn. MCU. The meeting was adjourned at 10:02 AM.

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Recording Secretary

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Story County Conservation Board

Story County Conservation Board  
March 30, 2020  
Story County Conservation Center, Ames, Iowa

1. STATEMENT OF NECESSITY OF SPECIAL MEETING PER CODE SECTION 21.4.2(B)  
Pease read the special note to the public: Due to recommendations to limit gatherings to no more than ten (10) people in order to help slow the spread of the COVID-19 virus, public access to the meeting will be provided via conference call to listen to the meeting.

- Dial 515-603-3144
- Enter access code 89579# when prompted

2. CALL TO ORDER: 5:30 PM

3. ROLL CALL – Via Phone

BOARD MEMBERS

Jim Pease - present  
Christine Laumer – present  
Nancy Franz – present  
Craig Meyers - present  
Ted Tedesco – present  
Linda Murken – present

STAFF

Mike Cox  
Marianne Harrelson

GUESTS

4. REVIEW OF AGENDA

5. STATEMENT EXPLAINING WHY A MEETING IN PERSON IS IMPOSSIBLE OR IMPRACTICAL, PER CODE SECTION 21.8.1

To slow the spread of COVID-19, and no more than 10 people at a Board meeting and to join by conference call.

6. STATE OF NECESSITY OF A MEETING TO BE HELD ON LESS THAN 24 HOURS NOTICE PER CODE SECTION 21.4.2(B) IF NEEDED

7. DISCUSSION AND CONSIDERATION OF REVISED TEMPORARY EMPLOYMENT PRACTICES AND POLICIES IN RESPONSE TO THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC (INCLUDES PROVISION FROM THE FFCRA).

Pease provided information regarding the recent updates to the policy by the Board of Supervisors. He also noted that the action the Conservation Board took on the March 23, 2020 meeting to give the Director and the Board Chair authority to accept future changes was not legal to delegate that authority. MOTION by Tedesco, SECOND by Franz to accept the policy with amendments made by the Board of Supervisors. Laumer questioned using the term “son or daughter” in the policy and wondered about an employee that has legal custody or guardianship of a child that is not a son or daughter. It was determined that under the FFCRA, a “son or daughter” is your own child, which includes your biological, adopted or foster child, your stepchild, a legal ward or a child for whom you are standing in loco parentis – someone with day-to-day responsibilities to care for or financially support a child. Pease would like to add to the following statement to the original motion. "The Story County Conservation Board hereby approves of the latest version of the COVID-19 policy as applying to all SCCB employees. Further, the Story County Conservation Board will accept

further revisions to this policy deemed as necessary by the Board of Supervisors and passed by them over the next three months or the duration of the COVID-19 pandemic." MCU with added statement on a roll call vote.

8. UPDATES ON COVID-19

Murken updated the board on the status of the county operations. All non-essential employees were sent home until April 13, 2020. Employees required to perform essential functions are to work from home whenever possible. All county buildings will remain closed to the public except for the certain parts of the Justice Center. Meyers asked if we have enough VPN access for employees to work from home. Murken stated that our IT department is working on a solution for VPN access and providing laptops for work use at home. Franz wanted to know if the board members, Trails Committee, Partners or volunteers could do anything to help with maintaining the parks during this time. Cox indicated that a Ranger will be patrolling the parks every day. Cox thought that it would be a good idea to have volunteers pick up trash and help keep our parks and trails clean while we are limited on staff. Tedesco would like to know if we would consider re-opening our campgrounds for users that have self-contained units that don't need to have use of the park facilities. Cox though that it was a good intent, but right now, feels that the campgrounds would be very heavily used and that social distancing and gathering of less than 10 people would be impractical to expect. He stated that with limiting staff to essential functions only that we do not have the staff available to maintain the park and we don't have the camp host. All reservations have been cancelled through the end of April and at Hickory, since the ranger residence is on site, he is afraid that this will be the "go to" place for questions and they have a sensitive, young, vulnerable family there. Franz wanted to know if we would open ourselves up to legal issues if we provide a place for public gatherings. Cox indicated that this is one of the main reasons that we decided to close the campgrounds. All other parks will remain open at this time. Laumer wanted to know if the April 13<sup>th</sup> board meeting will be via conference call. Pease indicated that it probably would be, but that will be determined closer to the meeting date. Cox updated the board on what staff members were doing at the EOC – Emergency Operations Center.

9. PUBLIC COMMENT – None

10. ADJOURNMENT

MOTION by Meyers, SECOND by Franz, to adjourn. MCU. The meeting was adjourned at 6:19 PM.

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Recording Secretary

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Story County Conservation Board

Disbursement Date 03/05/2020

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
Department 22 Conservation Board												
5650	V 129	Alliant Energy		Sccb electric serv D	01000	06999	430	22				352.51
					Disbursement#		179198	Total				352.51
5658	V 900	Brekke's Town & Country Store	48198	Sccb Woodchips/duck	01000	06999	440	22				15.00
					Disbursement#		179223	Total				15.00
5666	V 7474	Century Link	5152326989	Sccb phn/lng dist 2/	01000	06999	414	22				155.27
					Disbursement#		179231	Total				155.27
5669	V 6178	Clean Air Comfort, Inc	51620	Sccb duct cleaning/d	01000	06999	441	22				640.00
					Disbursement#		179236	Total				640.00
5671	V 4442	Consumers Energy		Sccb Jan utilliies	01000	06999	430	22				1012.45
					Disbursement#		179239	Total				1,012.45
5676	V 2140	Electric Wholesale Company	537243	Sccb light bulbs	01000	06999	441	22				79.36
					Disbursement#		179251	Total				79.36
5688	E 516	Joseph M Hill		Sccb reimb safety bo	01000	06999	294	22				192.59
					Disbursement#		179272	Total				192.59
5694	V 3430	Iowa State Assoc. of Counties		Sccb Cox 3/12-3/13	01000	06999	422	22				190.00
					Disbursement#		179283	Total				190.00
5698	V 2282	John Deere Financial	1111257987	Sccb supplies	01000	06999	215	22				341.18
5698	V 2282	John Deere Financial	1111257987	Sccb supplies	01000	06999	250	22				137.70
5698	V 2282	John Deere Financial	1111257987	Sccb supplies	01000	06999	294	22				114.98
5698	V 2282	John Deere Financial	1111257987	Sccb supplies	73000	06999	223	22	21			7.18
					Disbursement#		179286	Total				601.04
5700	E 3240	Nicholas J Keefer		Sccb Reimb prep clas	01000	06999	422	22				599.00
					Disbursement#		179288	Total				599.00
5710	V 4743	Menards	20858/1222	Sccb supplies	01000	06999	441	22				89.87
5710	V 4743	Menards	20858/1222	Sccb supplies	01000	06999	250	22				5.67
					Disbursement#		179302	Total				95.54
5714	V 4797	Midland Power Cooperative		Sccb utilities-McFar	01000	06999	430	22				972.50
					Disbursement#		179308	Total				972.50
5727	V 6720	Snyder & Associates	1180384012	Sccb HOINT thru 1/31	01000	10220	627	22				695.25
5727	V 6720	Snyder & Associates	1180384012	Sccb HOINT thru 1/31	01000	10220	627	22				7624.68
					Disbursement#		179334	Total				8,319.93
5729	V 6794	Staples Credit Plan	20376316	Sccb file folders	01000	06999	260	22				42.08
					Disbursement#		179337	Total				42.08
5741	V 6340	Van Wall Equipment	140931	Sccb saws/supplies	01000	06999	215	22				1939.90

Date - 3/04/20  
Time - 9:12:55

Story County - Accounting  
Disbursement Register by Department

Program - AA31121  
Page - 2

Disbursement Date 03/05/2020

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
							Disbursement#	179358	Total			1,939.90
5743	V	77 Verizon Wireless	9848494532	Sccb 2/16-3/15 hot s	01000	06999	414	22				101.97
							Disbursement#	179360	Total			101.97
5745	V	7577 Vetter Equipment	I950819	Sccb wiper blades	01000	06999	250	22				44.00
							Disbursement#	179364	Total			44.00
5746	V	7633 Wal Mart Community/SYNCB	2000314368	Sccb supplies	01000	06999	223	22				18.84
							Disbursement#	179365	Total			18.84
							Department	22	Total			15,371.98

Disbursement Date 03/19/2020

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
Department 22 Conservation Board												
5952	V 549	A & M Services Inc		Sccb laundry service	01000	06999	232	22				142.28
					Disbursement#		179376		Total			142.28
5953	V 49	Advance Siding & Windows LLC		Sccb remove/replc wi	01000	10220	610	22				10676.34
					Disbursement#		179378		Total			10,676.34
5955	V 112	Alley's Pizza		Sccb lunch/colors tr	01000	06999	422	22				64.94
					Disbursement#		179380		Total			64.94
5960	V 129	Alliant Energy		Sccb util 1/31-2/28	01000	06999	430	22				112.15
					Disbursement#		179381		Total			112.15
5964	V 339	Ames Municipal Utilities	25716/5718	Sccb util. 1/22-2/20	01000	06999	430	22				566.43
					Disbursement#		179387		Total			566.43
5965	V 319	Ames Outdoor Supply Inc	17900/904	Sccb chain saw parts	01000	06999	250	22				38.37
					Disbursement#		179388		Total			38.37
5974	V 8063	Aureon	789006335	Sccb March 2020 char	01000	06999	414	22				526.61
					Disbursement#		179395		Total			526.61
5975	V 3280	BCC Real Estate Appraisal LLC	25963	Sccb land appraisal/	73000	06999	426	22				2100.00
					Disbursement#		179396		Total			2,100.00
5986	V 72655	Capital City Equipment Co.	69463A	Sccb bolt wheel	01000	06999	250	22				3.65
					Disbursement#		179409		Total			3.65
5871	V 6534	Central Iowa Broadband	488000151	Sccb March internet	01000	06999	414	22				1024.44
					Disbursement#		179412		Total			1,024.44
5989	V 1356	Central Iowa Tourism Region		Sccb workshop/Keys 4	01000	06999	422	22				10.00
					Disbursement#		179415		Total			10.00
5991	V 7825	CFI Tire Service	S305545	Sccb retread tires/s	01000	06999	250	22				1804.00
					Disbursement#		179417		Total			1,804.00
6002	E 3239	Brandon J Clough		Sccb reimb. mlg. 2/2	01000	06999	422	22				46.40
					Disbursement#		179421		Total			46.40
6004	V 1580	Colo Telephone Co.		Sccb phone/HGP/March	01000	06999	414	22				75.60
					Disbursement#		179424		Total			75.60
6006	V 1615	The Composting Warehouse	16028	Sccb composter/lg	01000	06999	223	22				782.10
					Disbursement#		179427		Total			782.10
6007	V 1636	Conley's Trucking Inc.	32808/891	Sccb rock/HGP/eterso	01000	06999	440	22				320.71
					Disbursement#		179428		Total			320.71

Disbursement Date 03/19/2020

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
6017 V	2145	Electronic Engineering	80043631	Sccb tower serv/Marc	01000	06999	414	22				74.00
							Disbursement#	179444	Total			74.00
6031 V	3055	Hokel Machine Supply	750927	Sccb skidloader part	01000	06999	250	22				154.94
							Disbursement#	179466	Total			154.94
6032 V	3141	Howe's Welding & Metal Fab	87011	Sccb metal/docks	73000	06999	440	22				238.15
							Disbursement#	179468	Total			238.15
6039 V	3345	Iowa Dept of Transportation	60405	Sccb trash liners	01000	06999	232	22				25.32
6040 V	3345	Iowa Dept of Transportation	60305/409	Sccb signs	01000	06999	440	22				253.84
							Disbursement#	179477	Total			279.16
6044 V	3382	Iowa Natural Heritage Found		Sccb annual membersh	01000	06999	260	22				500.00
							Disbursement#	179481	Total			500.00
6046 V	1363	Iowa Regional Utilities Assoc.		Sccb water Jan/Feb.	01000	06999	430	22				388.98
							Disbursement#	179483	Total			388.98
6053 E	3240	Nicholas J Keefer		Sccb reimb. class A	01000	06999	422	22				43.50
							Disbursement#	179491	Total			43.50
6057 V	2912	Key Cooperative	14454	Sccb bulk fuel/Feb.	01000	06999	250	22				2180.39
							Disbursement#	179494	Total			2,180.39
5958 V	8100	Marco		Sccb usage 1/27-2/25	01000	06999	444	22				385.15
							Disbursement#	179503	Total			385.15
5963 V	4477	Martin Marietta Aggregate	28110314	Sccb Rock	01000	06999	440	22				380.64
							Disbursement#	179506	Total			380.64
5971 V	4743	Menards	1181/1793	Sccb supplies	01000	06999	440	22				82.63
5971 V	4743	Menards	21622	Sccb supplies	01000	06999	441	22				2.58
							Disbursement#	179515	Total			85.21
5983 V	5461	O'Reilly Automotive	373281	Sccb oil filters x 3	01000	06999	250	22				26.46
							Disbursement#	179534	Total			26.46
6000 V	5467	Oriental Trading Company	701588140	Sccb supplies progra	01000	06999	223	22				98.69
							Disbursement#	179538	Total			98.69
6003 V	5711	Pitney Bowes Global Fin Serv	310655964	Sccb rental 12/20/19	01000	06999	412	22				182.16
							Disbursement#	179541	Total			182.16
6011 E	2873	Erica L Place		Sccb reimb exp 2/24/	01000	06999	411	22				55.43
							Disbursement#	179544	Total			55.43
6018 V	5173	Portable Pro, Inc.	51776	Sccb Restroom rental	01000	06999	441	22				285.00
							Disbursement#	179548	Total			285.00

Disbursement Date 03/19/2020

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
6049	V 6349	Jerald Ryerson		Sccb down payment la	01000	10210	601	22				25000.00
							Disbursement#	179565	Total			25,000.00
6067	V 6509	Shive-Hattery, Inc.	4152960-19	Sccb Praeri Rail wrk	01000	10220	610	22				1963.40
							Disbursement#	179573	Total			1,963.40
6075	V 7163	Strauss Security Solutions	541910	Sccb Replace cell ca	01000	06999	441	22				183.98
							Disbursement#	179595	Total			183.98
5915	V 179	SYNCB/Amazon	7810215448	Sccb supplies	01000	06999	250	22				118.39
5915	V 179	SYNCB/Amazon	7810215448	Sccb supplies	01000	06999	411	22				19.00
5915	V 179	SYNCB/Amazon	7810215448	Sccb Supplies	73000	06999	223	22	21			59.99
5915	V 179	SYNCB/Amazon	7810215448	Sccb Supplies	01000	06999	232	22				8.05
							Disbursement#	179597	Total			205.43
6079	V 888	TLC		Sccb meals/March OWL	01000	06999	223	22				255.00
							Disbursement#	179603	Total			255.00
6084	V 77	Verizon Wireless	9848911404	Sccb cell/sim/xoom 1	01000	06999	414	22				160.04
							Disbursement#	179615	Total			160.04
6085	V 7577	Vetter Equipment	I950910	Sccb cab filter	01000	06999	250	22				40.00
							Disbursement#	179617	Total			40.00
6066	V 6367	VISA	2888	Sccb recreation	01000	06999	223	22				178.00
6066	V 6367	VISA	2888	Sccb cont. educ.	01000	06999	422	22				2048.71
							Disbursement#	179618	Total			2,226.71
6087	V 7687	Waste Management of Ames		Sccb garbage Februar	01000	06999	441	22				2154.47
							Disbursement#	179620	Total			2,154.47
6090	V 7740	Wheeler Auto Supply Inc.	5545	Sccb Wiper blades	01000	06999	250	22				15.98
							Disbursement#	179626	Total			15.98
6081	V 6607	Terry S Whitson	11008	Sccb colors training	01000	06999	422	22				1615.00
							Disbursement#	179627	Total			1,615.00
6093	V 72118	City of Zearing	128700	Sccb water/sewer DLa	01000	06999	430	22				59.76
							Disbursement#	179634	Total			59.76
											Department 22 Total	57,531.65

Disbursement Date 03/05/2020

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
Department 24 I.R.V.M.												
5654	V 740	Big 8 Tyre Center	79954	IRVM Tire-service ca	11000	06010	250	24				900.97
							Disbursement#	179213	Total			900.97
5675	V 3414	Ecolab Pest Elim. Div	8610935	IRVM 1/14-2/6 pest c	11000	06010	610	24				85.51
							Disbursement#	179250	Total			85.51
5686	V 2921	Heartland Ag	IA05699	IRVM valve/hose/fitt	11000	06010	250	24				25.64
							Disbursement#	179268	Total			25.64
5698	V 2282	John Deere Financial	1111257987	IRVM supplies	11000	06010	215	24				647.21
5698	V 2282	John Deere Financial	1111257987	IRVM supplies	11000	06010	308	24				60.97
5698	V 2282	John Deere Financial	1111257987	IRVM supplies	11000	06010	204	24				69.90
5698	V 2282	John Deere Financial	1111257987	IRVM supplies	11000	06010	250	24				12.47
							Disbursement#	179286	Total			790.55
5708	V 4640	McFarland Clinic	600019798	IRVM Kelley drug scr	11000	06010	308	24				32.00
							Disbursement#	179298	Total			32.00
5739	V 72964	Unity Point Clinic	4478	IRVM drug screening	11000	06010	308	24				42.00
							Disbursement#	179354	Total			42.00
5741	V 6340	Van Wall Equipment	140931	IRVM supplies	11000	06010	250	24				242.51
							Disbursement#	179358	Total			242.51
5743	V 77	Verizon Wireless	9848494532	IRVM 2/16-3/15 hot s	11000	06010	414	24				40.04
							Disbursement#	179360	Total			40.04
5643	V 2688	Windstream Communications	91124979	Irvm 1/7-2/6/20 phon	11000	06010	414	24				13.55
							Disbursement#	179370	Total			13.55
											Department 24 Total	2,172.77

Disbursement Date 03/19/2020

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
Department 24 I.R.V.M.												
5959 V	129	Alliant Energy	7287711000	Irvm util/range 2/7-	11000	06010	430	24				57.30
							Disbursement#	179381	Total			57.30
5974 V	8063	Aureon	789006335	Irvm March 2020 char	11000	06010	414	24				39.78
							Disbursement#	179395	Total			39.78
5996 V	3570	Chitty Garbage Service Inc.	2828189	Irvm bin rent/Feb.	11000	06010	610	24				12.98
							Disbursement#	179418	Total			12.98
6009 V	2112	Dan's Auto	20158	Irvm repairs	11000	06010	250	24				659.04
							Disbursement#	179435	Total			659.04
6046 V	1363	Iowa Regional Utilities Assoc.		Irvm water Jan/Feb.	11000	06010	430	24				21.81
							Disbursement#	179483	Total			21.81
6057 V	2912	Key Cooperative	12587	Irvm bulk fuel/Feb.	11000	06010	250	24				795.86
							Disbursement#	179494	Total			795.86
5973 V	352	Midwest Spray Team & Sales Inc	8072	Irvm herbicides	11000	06010	202	24				492.00
							Disbursement#	179519	Total			492.00
6073 V	7126	Story County Treasurer	17-911	Irvm fuel purchase	11000	06010	250	24				75.30
							Disbursement#	179594	Total			75.30
5915 V	179	SYNCB/Amazon	7810215448	Irvm Supplies	11000	06010	260	24				10.99
5915 V	179	SYNCB/Amazon	7810215448	Irvm Supplies	11000	06010	308	24				51.70
							Disbursement#	179597	Total			62.69
6091 V	2767	Williamson Electric Inc	3498	Irvm control circuit	11000	06010	610	24				299.62
							Disbursement#	179629	Total			299.62
											Department 24 Total	2,516.38

FY20 CONSERVATION BUDGET UPDATE - AS OF 3/31/20 --claims paid through 3/19/20; payroll paid through 3/20/20

ACC'T NO.	ACCOUNT DESCRIPTION	AMOUNT BUDGETED	% USED	SUB-TOTALS REMAINING	TOTAL AMOUNT REMAINING	TARGETED DATE COMPL. BY/DATE
<b>(01000-06999):</b>						
100-22-52	Salaries - Bargaining Unit Staff (\$610,145 x 95% = \$580,000)	-----			<b>\$160,294.73</b>	
	Administration	\$34,020.83	77%	\$7,984.54		
	Environmental Education	\$213,304.64	77%	\$49,590.24		
	Rangers	\$50,961.04	77%	\$11,760.24		
	Field Staff	\$281,351.24	68%	\$90,597.46		
	Extra/salary adjustments	\$362.25	0%	\$362.25		
100-22-52	Salaries-Non-Bargaining Unit (\$383,665 x 95% = \$364,500)	-----			<b>\$84,161.46</b>	
	Administration	\$137,232.14	77%	\$31,701.01		
	Environmental Education	\$61,509.65	77%	\$14,194.52		
	Rangers	\$99,629.92	77%	\$22,991.52		
	Parks Superintendent	\$66,110.04	77%	\$15,256.16		
	Extra/salary adjustments	\$18.25	0%	\$18.25		
100-22-53	Salaries - Extra Help (\$99,200)	-----			<b>\$54,628.13</b>	
	Summer Naturalists	\$15,352.00	40%	\$9,282.62		
	Conservation Aides/ICU	\$27,576.00	39%	\$16,713.87		
	Conservation Aides/SRU	\$25,134.00	66%	\$8,437.16		
	Conservation Aides/Natural Resource	\$12,910.00	48%	\$6,773.05		
	Outreach Intern	\$4,488.00	23%	\$3,453.00		
	Park Ranger Aides	\$6,600.00	57%	\$2,828.43		
	Waterfront Aides	\$0.00	0%	\$0.00		
	Work Study Students	\$7,140.00	0%	\$7,140.00		
104-22	Overtime Pay	\$6,800.00	40%	\$4,053.82	<b>\$4,053.82</b>	
106-22	Taxable Fringe Benefits	\$4,360.00	69%	\$1,339.20	<b>\$1,339.20</b>	
2000-110-22	FICA	\$87,200.00	65%	\$30,556.63	<b>\$30,556.63</b>	
2000-111-22	IPERS	\$100,600.00	69%	\$31,249.67	<b>\$31,249.67</b>	
2000-113-22	Employer's Flex Benefits	\$34,944.00	71%	\$10,243.00	<b>\$10,243.00</b>	
2000-114-22	Employee's Insurance	\$256,572.00	64%	\$92,365.68	<b>\$92,365.68</b>	
*****	<b>Sub-total Salaries &amp; Benefits</b>	<b>\$1,534,176.00</b>	<b>69%</b>	<b>\$468,892.32</b>	<b>\$468,892.32</b>	

FY20 CONSERVATION BUDGET UPDATE - AS OF 3/31/20 --claims paid through 3/19/20; payroll paid through 3/20/20

ACC'T NO.	ACCOUNT DESCRIPTION	AMOUNT BUDGETED	% USED	SUB-TOTALS REMAINING	TOTAL AMOUNT REMAINING	TARGETED DATE COMPL. BY/DATE
126-22	Conservation Board Expenses (\$1,500)	\$1,500.00	137%	-\$560.10	<b>-\$560.10</b>	
215-22	Shop Supplies (\$9,500)	-----			<b>-\$1,298.79</b>	
	Misc. Shop Supplies	\$6,500.00	121%	-\$1,368.16		
	Stihl FS360 brush saw x 2	\$2,000.00	97%	\$60.10		
	Stihl 441 36" bar	\$1,000.00	99%	\$9.27		
223-22	Environmental Education (\$54,980)	-----			<b>\$29,905.49</b>	
	Public Programming	\$19,000.00	67%	\$6,299.50		
	Supplies, Subscriptions	\$9,050.00	25%	\$6,815.73		
	On-cell fees	\$2,400.00	59%	\$975.00		
	Media - Prairie Horizons, flyers, ads	\$11,500.00	69%	\$3,567.36		
	Photo contest expenses/prizes	\$680.00	0%	\$680.00		
	3 Person backpacking tents (2)	\$900.00	0%	\$900.00		
	Composter for Conservation Center	\$850.00	92%	\$67.90		
	Oriental bittersweet workshop	\$600.00	0%	\$600.00		
	Watershed Assesment Impl	\$10,000.00	0%	\$10,000.00		
232-22	Custodial Supplies (\$6,000)	-----			<b>\$2,539.74</b>	
	Cleaning supplies for conservation center	\$2,000.00	74%	\$510.50		
	New equipment/repair	\$1,000.00	0%	\$1,000.00		
	Laundry services	\$2,000.00	69%	\$618.92		
	Pest Control	\$1,000.00	59%	\$410.32		
241-22	Equipment Parts and Supplies (\$56,000)	-----			<b>\$27,297.78</b>	
	General repairs - conservation center	\$10,000.00	34%	\$6,563.04		
	Inspections/fire & security alarm testing, repairs	\$750.00	182%	-\$616.32		
	Keyless entry & video monitoring	\$1,250.00	100%	-\$2.68		
	Multipurpose Room Ceiling & Lights	\$10,000.00	110%	-\$968.44		
	Multipurpose Room Flooring	\$21,000.00	0%	\$21,000.00		
	Multipurpose Room South Windows	\$13,000.00	90%	\$1,322.18		
250-22	Vehicle Fuels & Maintenance (\$87,300)	-----			<b>\$36,967.89</b>	
	General Maintenance/repairs	\$38,000.00	48%	\$19,683.30		
	Fuel	\$43,500.00	64%	\$15,528.19		
	UTV fire slip-in for ICU	\$3,750.00	94%	\$214.89		
	Landscape rake attachment - King Cutter 72"	\$550.00	92%	\$41.51		
	Tires for Special Projects Ranger patrol truck #33	\$1,500.00	0%	\$1,500.00		

FY20 CONSERVATION BUDGET UPDATE - AS OF 3/31/20 --claims paid through 3/19/20; payroll paid through 3/20/20

ACC'T NO.	ACCOUNT DESCRIPTION	AMOUNT BUDGETED	% USED	SUB-TOTALS REMAINING	TOTAL AMOUNT REMAINING	TARGETED DATE COMPL. BY/DATE
260-22	Office/Administration (\$17,200)	-----			<b>\$6,453.69</b>	
	Office supplies	\$6,000.00	50%	\$2,977.96		
	Stationery supplies (Partners)	\$500.00	0%	\$500.00		
	Dues/memberships/subscriptions/notices	\$4,500.00	32%	\$3,075.73		
	ArcView license/maintenance fees	\$900.00	0%	\$900.00		
	Transaction fees for on-line registrations	\$2,000.00	150%	-\$1,000.00		
292-22	Recreational Supplies (\$900)	-----			<b>\$900.00</b>	
	Supplies	\$900.00	0%	\$900.00		
	Food and provisions	\$0.00	---	\$0.00		
294-22	Uniforms & Equipment (\$6,000+\$10,300)	-----			<b>\$551.90</b>	Aug 2019 Amend
	Permanent staff	\$2,000.00	144%	-\$886.15		
	Summer staff t-shirts & hats	\$1,000.00	12%	\$883.60		
	Safety-toed shoes	\$2,000.00	46%	\$1,081.68		
	Law Enforcement Equipment	\$11,300.00	105%	-\$527.23		
308-22	Health & Safety (\$6,900)	-----			<b>\$4,668.92</b>	
	Supplies, Hep B shots, drug tests, hearing tests	\$3,500.00	64%	\$1,268.92		
	Equipment; CPR & safety training	\$1,500.00	0%	\$1,500.00		
	Chaps & helmets	\$700.00	0%	\$700.00		
	Triage kits for rangers	\$1,200.00	0%	\$1,200.00		
383-22	Volunteer Management (\$7,000)	-----			<b>\$1,647.98</b>	
	Supplies for recruitment, training, and recognition	\$4,500.00	79%	\$947.98		
	Master volunteer training & supplies	\$700.00	0%	\$700.00		
	Cervis annual fee - @ \$150/month	\$1,800.00	100%	\$0.00		
411-22	Marketing (\$10,040)	-----			<b>\$6,787.32</b>	
	Brochures, advertising, Partners magnets, job fair	\$9,000.00	26%	\$6,653.23		
	Iphone, microphone, & Gimbal for live streaming	\$1,040.00	87%	\$134.09		
412-22	Postage & Mailing (\$4,000)	\$3,000.00	26%	\$2,218.52	<b>\$2,218.52</b>	
414-22	Communication Services (\$29,300)	-----			<b>\$10,138.19</b>	
	Phone service at McFarland Park	\$9,840.00	68%	\$3,101.75		
	Phone service at Hickory Grove Park	\$850.00	80%	\$165.76		
	Broadband service at McFarland & Hickory	\$12,300.00	75%	\$3,080.04		

FY20 CONSERVATION BUDGET UPDATE - AS OF 3/31/20 --claims paid through 3/19/20; payroll paid through 3/20/20

ACC'T NO.	ACCOUNT DESCRIPTION	AMOUNT BUDGETED	% USED	SUB-TOTALS REMAINING	TOTAL AMOUNT REMAINING	TARGETED DATE COMPL. BY/DATE
	Unlimited Data for live streaming	\$960.00	43%	\$547.00		
	Two-way radio service	\$900.00	74%	\$234.00		
	Internet service for Toughbooks	\$2,100.00	69%	\$659.64		
	Iowa Systems billing - electronic citations	\$1,200.00	0%	\$1,200.00		
	MCT license fee	\$900.00	0%	\$900.00		
	Body-worn camera license fees	\$250.00	0%	\$250.00		
422-22	Education & Training (\$10,610)	-----			<b>-\$2,203.75</b>	
	Permanent staff	\$9,500.00	116%	-\$1,548.81		
	General all-staff training	\$1,000.00	168%	-\$679.94		
	CDL & pesticide applicator training/testing fees	\$110.00	77%	\$25.00		
430-22	Utilities (\$68,720)	-----			<b>\$33,152.74</b>	
	Water - McFarland & Dakins primitive	\$2,500.00	54%	\$1,155.63		
	Water & Sewer - Hickory Grove	\$3,000.00	61%	\$1,166.64		
	Water & Sewer - Dakins Lake	\$3,000.00	37%	\$1,894.74		
	Water, sewer, electricity, natural gas - TELC houses	\$6,600.00	72%	\$1,818.27		
	LP - CC, ranger residences, shops	\$8,120.00	1%	\$8,048.00		
	Electricity - McFarland Park	\$10,000.00	57%	\$4,285.15		
	Electricity - Indian Creek Unit	\$25,000.00	43%	\$14,215.36		
	Electricity - Dakins Lake	\$10,500.00	95%	\$568.95		
440-22	Grounds Maintenance (\$133,950+\$14,400)	-----			<b>\$91,790.44</b>	Aug 2019 Amend
	General maintenance	\$8,000.00	65%	\$2,838.95		
	TELC - signs, chemicals, trees, cons. practices	\$1,500.00	3%	\$1,451.90		
	Gravel	\$12,000.00	25%	\$8,999.24		
	Calcium chloride - PP, HG, Dakins	\$6,000.00	29%	\$4,269.84		
	Picnic table repairs, grills	\$1,200.00	27%	\$877.00		
	Signs & posts	\$4,500.00	122%	-\$977.15		
	Machinery/Equip. Rental	\$750.00	134%	-\$255.04		
	Soil Cons./Tile/Watershed	\$4,200.00	34%	\$2,792.25		
	Chemicals	\$5,500.00	31%	\$3,802.22		
	Farm Operations (seed, shrubs, trees)	\$1,000.00	54%	\$458.93		
	Wildlife nesting structures	\$500.00	44%	\$279.89		
	Fencing, maintenance, & repairs	\$2,000.00	15%	\$1,708.90		
	Water testing kits x 20	\$6,000.00	0%	\$6,000.00		
	Tree replacement at Hickory Grove	\$2,500.00	0%	\$2,500.00		
	Dakins Lake - freezeless hydrants x 12	\$2,000.00	0%	\$2,000.00		
	McFarland shop - shop\repairs\updates	\$12,000.00	42%	\$6,951.15		

FY20 CONSERVATION BUDGET UPDATE - AS OF 3/31/20 --claims paid through 3/19/20; payroll paid through 3/20/20

ACC'T NO.	ACCOUNT DESCRIPTION	AMOUNT BUDGETED	% USED	SUB-TOTALS REMAINING	TOTAL AMOUNT REMAINING	TARGETED DATE COMPL. BY/DATE
	Jennett Heritage Area - install parking lot off S14	\$3,500.00	72%	\$974.45		
	McFarland Park - connect-a-dock	\$16,500.00	101%	-\$178.18		
	McFarland Park - Trails & wayfinding signs	\$3,400.00	0%	\$3,400.00		
	W Peterson Park - parking lot reduction	\$10,000.00	0%	\$10,000.00		
	W Peterson Park - connect-a-dock	\$11,000.00	0%	\$11,000.00		
	W Peterson Park - speed bumps	\$7,000.00	0%	\$7,000.00		
	Dakins Lake - ADA ramp @ shelter	\$2,000.00	146%	-\$921.11		
	PRT - seed McCallsburg prairie w/diverse natives	\$2,000.00	0%	\$2,000.00		
	Outer Parks - replace wooden entrance signs x 5	\$4,500.00	13%	\$3,908.84		
	Hickory Grove - mulch for playgrounds x 2	\$4,200.00	102%	-\$103.50		
	Hickory Grove - rock for beach parking lot	\$3,700.00	97%	\$111.86		
	Hickory Grove - injections for trees effected by bur oak blight	\$900.00	0%	\$900.00		
	HOINT & PRT - trail resurfacing trouble spots	\$10,000.00	0%	\$10,000.00		
441-22	Building Maintenance (\$59,090)	-----			<b>\$19,692.05</b>	
	Cleaning and paper supplies	\$4,000.00	8%	\$3,684.41		
	Garbage service	\$23,000.00	100%	\$26.85		
	Portable toilet	\$11,000.00	47%	\$5,880.00		
	Alarm system monitoring	\$1,240.00	100%	\$5.80		
	Building repairs/maintenance	\$13,000.00	50%	\$6,484.99		
	TELC Residence - 2809 S Riverside gutters	\$750.00	0%	\$750.00		
	TELC Residence - 2809 S Riverside soffit/facia	\$1,500.00	0%	\$1,500.00		
	TELC Residence - 2919 S Riverside alarm system	\$1,000.00	0%	\$1,000.00		
	Hickory Grove Residence - painting exterior	\$3,600.00	90%	\$360.00		
444-22	Equipment Rent/Maintenance (Marco copier) (\$3,780)	\$3,780.00	99%	\$56.35	<b>\$56.35</b>	
471-22	Contractual Labor (\$182,700+\$44,877)	-----			<b>\$124,872.42</b>	Aug 2019 Amend
	Hickory campground attendant	\$7,200.00	34%	\$4,731.42		
	Dakins Lake campground attendant	\$7,200.00	60%	\$2,880.00		
	Wetland mitigation monitoring - Dakins	\$3,500.00	100%	\$0.00		
	CCI Contract - replace trail steps at McFP	\$4,700.00	0%	\$4,700.00		
	CCI Crew - remove invasives at HGP	\$4,700.00	0%	\$4,700.00		
	CCI Crew - NR work at HGP & Robison Acres	\$9,400.00	83%	\$1,560.00		
	Emerald ash borer treatment @ HGP	\$4,000.00	0%	\$4,000.00		
	Repairs to Gladys Leui Preserve fence	\$5,000.00	0%	\$5,000.00		
	Repairs to Longnecker fence	\$20,000.00	0%	\$20,000.00		
	Culvert extnsn\rock armoring @ outlets HGP	\$10,000.00	0%	\$10,000.00		
	Armor slopes, install check dams-stblztn HOINT & 630th St	\$24,000.00	0%	\$24,000.00		

FY20 CONSERVATION BUDGET UPDATE - AS OF 3/31/20 --claims paid through 3/19/20; payroll paid through 3/20/20

ACC'T NO.	ACCOUNT DESCRIPTION	AMOUNT BUDGETED	% USED	SUB-TOTALS REMAINING	TOTAL AMOUNT REMAINING	TARGETED DATE COMPL. BY/DATE
	Hannums Mill Dam mitigation	\$53,000.00	97%	\$1,748.36		
	ICCS 2020 Conference Planning	\$7,000.00	0%	\$7,000.00		
	Sensitive Areas Inventory Update	\$54,877.00	39%	\$33,651.00		
	McFarland Watershed Assessment	\$13,000.00	55%	\$5,901.64		
	CyBiz Lab - TELC economic impact analysis	\$0.00		-\$5,000.00		
623-22	Taxes, Leases, Easements (\$480)	\$480.00	191%	-\$435.38	<b>-\$435.38</b>	
*****	<b>Sub-Total Operating Expenses</b>	<b>\$821,227.00</b>	<b>52%</b>	<b>\$395,143.40</b>	<b>\$395,143.40</b>	
	<b>CAPITAL ACCOUNTS</b>					
<b>10210...</b>	<b>CONSERVATION LAND ACQUISITION (\$10,000 + \$428,164 + \$71,000)</b>				<b>-\$25,001.00</b>	
601-22	Land Acquisition (Osheim)	\$0.00		-\$25,001.00		
<b>10220...</b>	<b>OTHER CAPITAL PROJECTS</b>					
610-22	Buildings & Equipment (\$53,600+\$654,223)				<b>\$360,606.24</b>	Aug 2019 Amend
	TELC Rsdnc - 2809 S Riverside - Replace windows	\$7,200.00	148%	-\$3,476.34		
	Generators, elec., trnsfr switch, elec pump for fuel	\$17,400.00	35%	\$11,226.00		
	Praeri Rail Trail - finish resurfacing in McCallsburg	\$10,000.00	0%	\$10,000.00		
	Praeri Rail Trail	\$189,986.00	17%	\$157,201.78		
	HGP - concrete n. boat ramp to island bridge	\$19,000.00	0%	\$19,000.00		
	HGP - new beachhouse	\$223,667.00	123%	-\$51,129.12		
	Dakins Lake Cabin	\$240,570.00	9%	\$217,938.92		
	McFarland Park - new entrance sign	\$0.00		-\$155.00		
624-22	Watershed Improvement at HG (\$0+\$391,338)	\$391,338.00	149%	-\$190,120.00	<b>-\$190,120.00</b>	Aug 2019 Amend
625-22	Wildlife Habitat Grants (\$400)				<b>\$30.00</b>	
	Breeding Bird survey @ Jennett	\$400.00	93%	\$30.00		
627-22	Heart of Iowa Trail (\$390,000+\$554,941)	\$944,941.00	74%	\$249,046.01	<b>\$249,046.01</b>	Aug 2019 Amend
629-22	Fish Habitat Grants (\$101,000)				<b>-\$431.65</b>	
	Hickory Grove Lake Restoration Project Phase 3	\$54,800.00	100%	\$53.28		
	HG Lake - rock & hauling - fish structure	\$46,200.00	101%	-\$484.93		
*****	<b>Sub-Total Capital Accounts</b>	<b>\$2,145,502.00</b>	<b>82%</b>	<b>\$394,129.60</b>	<b>\$394,129.60</b>	

FY20 CONSERVATION BUDGET UPDATE - AS OF 3/31/20 --claims paid through 3/19/20; payroll paid through 3/20/20

ACC'T NO.	ACCOUNT DESCRIPTION	AMOUNT BUDGETED	% USED	SUB-TOTALS REMAINING	TOTAL AMOUNT REMAINING	TARGETED DATE COMPL. BY/DATE
<b>(23000)</b>	<b>REAP</b>				<b>\$0.00</b>	
23000-10220-640-22	REAP Development Grant - TELC, Phase 2	\$421,724.00	100%	\$0.00		
*****	<b>Sub-Total REAP</b>	<b>\$421,724.00</b>	<b>100%</b>	<b>\$0.00</b>	<b>\$0.00</b>	
<b>(68000)</b>	<b>CONSERVATION ACQ. &amp; CAPITAL PROJECTS</b>				<b>\$307,191.12</b>	
10210-610-22	Buildings & Equipment (\$450,000)	\$450,000.00	0%	\$450,000.00		
10220-624-22	Other Capital Projects (\$0)	\$0.00	0%	-\$142,808.88		
*****	<b>Sub-Total Conservation Reserve</b>	<b>\$450,000.00</b>	<b>32%</b>	<b>\$307,191.12</b>	<b>\$307,191.12</b>	
<b>(73000)</b>	<b>TRUST FUND</b>					
223-22-21	Friends of Conservation - Enviro. Education Supply (\$53,000)				<b>\$45,926.93</b>	
	Miscellaneous Expenditures	\$50,000.00	14%	\$42,926.93		
	Partners youth service projects	\$3,000.00	0%	\$3,000.00		
426-22	Friends of Conservation - Land Appraisals (\$0)				<b>-\$2,100.00</b>	
	Land Appraisal	\$0.00	0%	-\$2,100.00		
440-22	Friends of Conservation - Grounds Maintenance (\$40,000)				<b>\$39,261.85</b>	
	HGP - Replace 3 docks	\$24,000.00	1%	\$23,761.85		
	McFarland Park - Connect-a-dock	\$500.00	100%	\$0.00		
	HGP - Prairie seed btw Breezy Bay & trail	\$3,000.00	0%	\$3,000.00		
	HGP - sand for beach	\$3,500.00	0%	\$3,500.00		
	HGP - material for expanded trail system	\$9,000.00	0%	\$9,000.00		
610-22	Friends of Conservation - Buildings & Equipment (\$20,000)				<b>\$0.00</b>	
	HGP Beach House	\$20,000.00	100%	\$0.00		
*****	<b>Sub-Total Trust Fund</b>	<b>\$113,000.00</b>	<b>26%</b>	<b>\$83,088.78</b>	<b>\$83,088.78</b>	
	<b>TOTALS - FY20</b>	<b>\$5,485,629.00</b>	<b>69.95%</b>	<b>\$1,648,445.22</b>	<b>\$1,648,445.22</b>	

FY20 IRVM BUDGET UPDATE - as of 3/31/20 - claims paid through 3/19/20; payroll through 3/20/20

ACC'T NO.	ACCOUNT DESCRIPTION	AMOUNT BUDGETED	% USED	SUB-TOTALS REMAINING	TOTAL AMOUNT REMAINING	COMMENTS
<b>(11000-06010):</b>						
100-24-05	Salaries - Bargaining Staff (appropriated at 95%)	\$39,500.00	77%	\$9,241.60	<b>\$9,241.60</b>	
100-24-09	Salaries - Extra Help				<b>\$8,475.48</b>	
	- Summer (900 hours)	\$10,575.00	85%	\$1,545.00		
	- Drainage District (480 hrs)	\$9,320.00	111%	-\$1,059.52		
	- Spring (680 hrs)	\$7,990.00	0%	\$7,990.00		
100-24-52	Salaries - Staff (appropriated at 95%)	\$55,700.00	77%	\$12,919.98	<b>\$12,919.98</b>	
104-24	Overtime Pay	\$600.00	0%	\$600.00	<b>\$600.00</b>	
106-24	Taxable Fringe Benefits	\$970.00	62%	\$370.77	<b>\$370.77</b>	
110-24	FICA	\$10,300.00	69%	\$3,188.55	<b>\$3,188.55</b>	
111-24	IPERS	\$11,500.00	74%	\$3,022.12	<b>\$3,022.12</b>	
113-24	Employer's Flex Benefits	\$3,500.00	75%	\$884.60	<b>\$884.60</b>	
114-24	Employee's Insurance (\$10,100+\$10,850)	\$20,950.00	75%	\$5,232.40	<b>\$5,232.40</b>	Aug 2019 Amend
	<b>Sub-total Salaries &amp; Benefits</b>	<b>\$170,905.00</b>	74%	<b>\$43,935.50</b>	<b>\$43,935.50</b>	
202-24	Chemicals (\$8,000)	\$8,000.00	58%	\$3,364.75	<b>\$3,364.75</b>	
204-24	Seed (\$23,500)				<b>\$15,414.17</b>	
	10 acres native seed, warm season	\$3,000.00	0%	\$3,000.00		
	20 acres permanent seed, cool	\$4,000.00	107%	-\$277.49		
	Mulch & tackifier, erosion control products	\$15,000.00	25%	\$11,191.66		
	Cover crop and stabilizer seed	\$1,500.00	0%	\$1,500.00		
215-24	Shop Supplies (\$1,600)				<b>\$301.12</b>	
	Tools and equipment	\$1,600.00	81%	\$301.12		
250-24	Vehicle Fuels & Maintenance (\$26,700)				<b>\$13,700.94</b>	
	Fuel	\$9,000.00	66%	\$3,051.37		
	Repairs & maintenance	\$15,000.00	43%	\$8,608.61		
	- tires (2) for hydroseeder	\$1,000.00	0%	\$1,000.00		
	- tires & tune up for #53	\$1,700.00	39%	\$1,040.96		
260-24	Office Supplies (\$1,150)				<b>\$108.62</b>	
	Educational materials, envelopes, letterhead	\$300.00	347%	-\$741.38		
	1 ArcView, 1 ArcPad license	\$850.00	0%	\$850.00		
294-24	Uniforms & Equipment (\$950)				<b>\$620.03</b>	
	SCC shirts, outerwear, and boot reimbursement	\$800.00	31%	\$550.02		
	SCC shirts & hats for seasonal staff	\$150.00	53%	\$70.01		

**FY20 IRVM BUDGET UPDATE - as of 3/31/20 - claims paid through 3/19/20; payroll through 3/20/20**

308-24	Health & Safety (\$800)	\$800.00	71%	\$230.74	<b>\$230.74</b>
412-24	Postage & Mailing (\$50)	\$50.00	11%	\$44.55	<b>\$44.55</b>
414-24	Communication Services (\$810)	-----			<b>-\$130.12</b>
	Office phone service	\$570.00	80%	\$112.47	
	Hot spot	\$240.00	201%	-\$242.59	
422-24	Education & Training (\$1,200)	-----			<b>\$457.71</b>
	Permanent staff - \$500 x 2	\$1,000.00	67%	\$332.71	
	Seasonal employees	\$200.00	38%	\$125.00	
430-24	Utilities (\$3,000)	\$3,000.00	59%	\$1,233.23	<b>\$1,233.23</b>
452-24	Machinery & Equipment Rental (\$100)	\$100.00	0%	\$100.00	<b>\$100.00</b>
471-24	Contract Services (\$50,000)	\$50,000.00	78%	\$10,894.61	<b>\$10,894.61</b>
610-24	Buildings & Equipment (\$3,360)	-----			<b>\$1,732.63</b>
	Pest Control	\$900.00	83%	\$150.64	
	Gravel, herbicide, general maint	\$1,100.00	65%	\$382.97	
	Dumpster rental & service	\$360.00	45%	\$199.02	
	Safety shower	\$1,000.00	0%	\$1,000.00	
633-24	Equipment & Machinery (\$2,000)	\$2,000.00	---	\$2,000.00	<b>\$2,000.00</b>
633-24-24	Equipment & Machinery - LRTF grants (\$91,600)	-----			<b>\$91,600.00</b>
	Cab-over dual rear wheel truck	\$58,000.00	0%	\$58,000.00	
	Norstar sprayer	\$26,500.00	0%	\$26,500.00	
	Matrix 840GS Pro GPS	\$7,100.00	0%	\$7,100.00	
	<b>Sub-Total Operating Expenses</b>	<b>\$214,820.00</b>	<b>34%</b>	<b>\$141,672.98</b>	<b>\$141,672.98</b>
	<b>TOTAL FY20 BUDGET</b>	<b>\$385,725.00</b>	<b>52%</b>	<b>\$185,608.48</b>	<b>\$185,608.48</b>

STORY COUNTY CONSERVATION - REVENUE BY MONTH - FY20

Description	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	YTD REVENUE	BUDGETED FY20
Bldg. Rents (MP Room)	\$225.00	\$255.00	\$25.00	\$900.00	\$300.00	\$0.00	\$0.00	\$0.00	\$375.00				\$2,080.00	\$5,000
Miscellaneous	\$42.00	\$7.10	\$5.00	\$0.00	\$376.00	\$4,546.18	\$0.00	\$12.59	\$75.00				\$5,063.87	\$6,000
FEMA	\$0.00	\$0.00	\$16,940.63	-\$16,940.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	\$166,600 Amended Aug 2019
Other State Grants	----	----	----	----	----	----	----	----	----	----	----	----	----	----
- CIRTPA (PRT Extension)	\$0.00	\$8,555.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$8,555.70	\$420,000 Amended Aug 2019
- IDNR (Fish Habitat Grant-HG)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,580.00	\$0.00				\$46,580.00	\$46,580
- ISU (Federal Work Study)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	\$5,360
- CIRTPA (HOINT Paving-Phase 1)	\$0.00	\$0.00	\$0.00	\$0.00	\$190,000.00	\$0.00	\$0.00	\$0.00	\$0.00				\$190,000.00	\$200,000
- State Rec Trails (HOINT Paving-Phase 1)	\$0.00	\$0.00	\$0.00	\$0.00	\$275,067.62	\$0.00	\$0.00	\$0.00	\$0.00				\$275,067.62	\$300,000
- IDNR (Fish Habitat Grant-HGL fish st)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,580.00	\$0.00				\$41,580.00	\$41,580
- IDNR (Wildlife Diversity Grant-bird su)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	\$400 This grant was not ap
Environmental Education Fees	\$1,116.50	\$1,330.39	\$4,503.25	\$2,323.25	\$817.75	\$1,004.75	\$1,722.75	\$969.21	\$987.50				\$14,775.35	\$38,000
Donations (Other/Grants)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	\$0
Boat Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	\$0
Rec. Fac. Rents (lodges/shelters)	\$50.00	-\$200.00	\$50.00	\$0.00	\$0.00	\$75.00	\$0.00	\$0.00	\$300.00				\$275.00	\$1,150
Other Rec. Fees (Waterfront)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	\$0
Land Rent	\$0.00	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$400.00	\$0
Firewood	\$113.00	\$178.00	\$198.00	\$0.00	\$70.00	\$0.00	\$0.00	\$0.00	\$0.00				\$559.00	\$1,000
Fuel Tax Refunds	\$0.00	\$3,370.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$3,370.90	\$3,150
Boat Titling Fees	\$160.00	\$180.00	\$95.00	\$60.00	\$45.00	\$30.00	\$5.00	\$0.00	\$35.00				\$610.00	\$1,000
<b>Sub-total - Gen. Rev.</b>	<b>\$1,706.50</b>	<b>\$14,077.09</b>	<b>\$21,816.88</b>	<b>-\$13,657.38</b>	<b>\$466,676.37</b>	<b>\$5,655.93</b>	<b>\$1,727.75</b>	<b>\$89,141.80</b>	<b>\$1,772.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$588,917.44</b>	<b>\$1,235,820</b>
REAP per co/capita	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28,601.00	\$0.00	\$0.00	\$0.00				\$28,601.00	\$28,750
REAP, Interest	\$605.65	\$548.41	\$580.70	\$124.98	\$126.95	\$110.03	\$139.37	\$130.72	\$125.06				\$2,491.87	\$500
REAP - Other state grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	\$0
<b>Sub-total - REAP</b>	<b>\$605.65</b>	<b>\$548.41</b>	<b>\$580.70</b>	<b>\$124.98</b>	<b>\$126.95</b>	<b>\$28,711.03</b>	<b>\$139.37</b>	<b>\$130.72</b>	<b>\$125.06</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$31,092.87</b>	<b>\$29,250</b>
Camping - Hickory Grove	\$4,488.00	\$11,382.00	\$2,152.00	\$0.00	\$0.00	\$3,080.00	\$1,940.00	\$3,295.00	\$5,856.00				\$32,193.00	\$76,000
Camping - Dakins Lake	\$3,771.00	\$8,770.00	\$6,143.00	\$5,245.00	\$983.00	\$196.00	\$1,208.00	\$1,964.00	\$2,771.00				\$31,051.00	\$50,000
Camping - Other	\$35.00	\$28.00	\$21.00	\$7.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$91.00	\$0
<b>Sub-total - Cons. Resrv</b>	<b>\$ 8,294.00</b>	<b>\$ 20,180.00</b>	<b>\$8,316.00</b>	<b>\$ 5,252.00</b>	<b>\$ 983.00</b>	<b>\$3,276.00</b>	<b>\$ 3,148.00</b>	<b>\$5,259.00</b>	<b>\$8,627.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$63,335.00</b>	<b>\$126,000</b>
FOC - Donations/Misc.	\$1,412.00	\$2,075.00	\$3,550.00	\$230.00	\$1,100.00	\$3,500.00	\$5,706.61	\$0.00	\$21,660.05				\$39,233.66	\$15,000
FOC - Donations/Leui	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	\$90,000
FOC - Donations/Partners	\$355.00	\$1,395.00	\$1,340.00	\$1,260.00	\$2,210.00	\$3,845.89	\$1,820.00	\$3,285.00	\$970.00				\$16,480.89	\$22,000
FOC - Easements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	\$0
FOC - Interest	\$1,105.91	\$1,000.75	\$1,063.34	\$1,000.15	\$1,017.20	\$883.91	\$899.64	\$849.66	\$819.09				\$8,639.65	\$7,000
FOC - Other State Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	\$0
FOC - Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,550.00	\$0.00				\$4,550.00	\$0
<b>Sub-total Trust Funds</b>	<b>\$2,872.91</b>	<b>\$4,470.75</b>	<b>\$5,953.34</b>	<b>\$2,490.15</b>	<b>\$4,327.20</b>	<b>\$8,229.80</b>	<b>\$8,426.25</b>	<b>\$8,684.66</b>	<b>\$23,449.14</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$68,904.20</b>	<b>\$134,000.00</b>
<b>TOT. CONS. REVENUE</b>	<b>\$13,479.06</b>	<b>\$39,276.25</b>	<b>\$36,666.92</b>	<b>-\$5,790.25</b>	<b>\$472,113.52</b>	<b>\$45,872.76</b>	<b>\$13,441.37</b>	<b>\$103,216.18</b>	<b>\$33,973.70</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$752,249.51</b>	<b>\$1,525,070</b>
IRVM Miscellaneous	\$213.15	\$176.49	\$0.00	\$1,842.45	\$165.00	\$185.59	\$255.50	\$0.00	\$0.00				\$2,838.18	\$2,470
Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	\$4,000
Drainage Dist. Services	\$0.00	\$0.00	\$5,356.60	\$605.16	\$1,774.56	\$0.00	\$4,820.00	\$10,164.59	\$1,916.32				\$24,637.23	\$27,000
Other State Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	\$19,100 Amended Aug 2019
Weed Violations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	\$100
Fuel Tax Refunds	\$0.00	\$719.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$719.55	\$1,000
<b>TOT. IRVM REVENUE</b>	<b>\$213.15</b>	<b>\$896.04</b>	<b>\$5,356.60</b>	<b>\$2,447.61</b>	<b>\$1,939.56</b>	<b>\$185.59</b>	<b>\$5,075.50</b>	<b>\$10,164.59</b>	<b>\$1,916.32</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$28,194.96</b>	<b>\$53,670</b>

Due to scheduling conflicts, environmental literature is taking a break. We hope it will return next winter.



## Check it & Protect it!

Help keep an eye on Iowa wildlife when you donate to the Fish/Wildlife Trust Fund on your state tax form.



Learn more at  
[www.iowadnr.gov](http://www.iowadnr.gov)



photo by: Doug Harr

## — CALENDAR OF EVENTS —

Date	Time	Event	Location
<b>FEBRUARY</b>			
Saturday, February 1	10:00 a.m.	Snakes Alive!	Conservation Center
Tuesday, February 4	11:00 a.m.	O.W.L.S.: Gym-N-Eat Crickets	Conservation Center
Monday, February 10	5:30 p.m.	SCC Board Meeting	Conservation Center
Wednesday, Feb 12	1:00 p.m.	Common Ground Recording Session	Ames Public Library
Thursday, Feb. 13	1:00 p.m.	Common Ground Recording Session	Ames Public Library
Saturday, Feb. 15	9:00 a.m.	Great Backyard Bird Count	McFarland Park
Monday, February 17		SCC offices closed	
Wednesday, Feb. 19	7:00 p.m.	Winter and Wildlife	Ames Public Library
<b>MARCH</b>			
Tuesday, March 3	11:00 a.m.	O.W.L.S.: The Cats of America	Conservation Center
Friday, March 6	7:00 a.m.	National Day of Unplugging: Community Coffee	Conservation Center
Friday, March 6	12:00 p.m.	National Day of Unplugging: Lunch and Learn	McFarland Park
Friday, March 6	6:30 p.m.	National Day of Unplugging: Community Campfire	McFarland Park
Sunday, March 8	2:00 p.m.	Ames Reads Leopold	Ames Public Library
Monday, March 9	10:00 a.m.	Common Ground Recording Session	Ames Public Library
Monday, March 9	5:30 p.m.	Story County Conservation Board Meeting	Conservation Center
Thursday, March 12	1:00 p.m.	Common Ground Recording Session	Ames Public Library
Friday, March 20	7:30 p.m.	Luminary Hike	McFarland Park
Thursday, March 26	5:30 p.m.	Learn to Compost and Vermicompost	Conservation Center
<b>APRIL</b>			
<del>Thursday, April 2</del>	<del>6:30 p.m.</del>	<del>Story County Conservation Partners Meeting</del>	<del>Conservation Center</del>
<del>Sunday, April 5</del>	<del>1:30 p.m.</del>	<del>Trailgate Party: Adventures in Alaska</del>	<del>Conservation Center</del>
<del>Tuesday, April 7</del>	<del>11:00 a.m.</del>	<del>O.W.L.S.: The Brenton Arboretum</del>	<del>Conservation Center</del>
<del>Saturday, April 11</del>	<del>10:00 a.m.</del>	<del>Geocache Egg Hunt</del>	<del>McFarland Park</del>
Monday, April 13	5:30 p.m.	Story County Conservation Board Meeting	Conservation Center
Saturday, April 25	1:00 p.m.	TEAM Day	Christiansen Forest Preserve
<del>Thursday, April 30</del>	<del>7:00 p.m.</del>	<del>Story County Trails Committee Meeting</del>	<del>McFarland Park Shop</del>



Memorandum

To: Story County Conservation Board

Through: Michael D. Cox, Director

From: Danny Simcox, Park Ranger

Date: April 13, 2019

Re: Consideration of Contract between Beverley Chance and Story County Conservation Board for Campground Attendant duties at Dakins Lake from July 13 to November 1, 2020.

---

The attached contract with Beverley Chance secures her services as Campground Attendant at Dakins Lake for the second half of the 2020 summer. This will be the fourth summer for Bev to serve as Campground Attendant. She is a long-time resident of the community and has an outstanding reputation with both the staff and park users.

Staff recommends your approval and recommendation to the Board of Supervisors.

\_\_\_\_\_  
Approval

\_\_\_\_\_  
Disapproval

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## **Dakins Lake Campground Attendant Contract**

Story County Conservation Board  
56461 180<sup>th</sup> Street, Ames, IA 50010  
515-232-2516- FAX 515-232-6989

This Agreement is entered into between Beverley Chance, hereinafter called the Campground Attendant, and the Story County Conservation Board, hereinafter called the Department, and is effective on the date last signed below.

Whereas, the Department desires to hire a Campground Attendant for Dakins Lake;

Whereas, the Campground Attendant is prepared to and shall furnish Campground Attendant services;

Now therefore, the Department and the Campground Attendant do hereby mutually agree as follows:

1. The selected Campground Attendant is a hired person doing contracted labor. Wage for this labor shall be at the rate of \$240.00/week (paid bi-weekly). Campground Attendant shall log actual hours worked per week and shall not work more than 33 hours in one week. The only compensation paid or provided to Campground Attendant as provided in this Agreement and any other representation to the contrary is void.

The Campground Attendant will not be considered an agent or employee of Story County and will not be eligible for nor have any right to claim benefits, compensation, or damages from Story County.

2. The Campground Attendant will be provided a campsite (valued at \$17/night) within Dakins Lake for a period of 15 weeks commencing on Monday, July 13, 2020 and terminating on Sunday, November 1, 2020. Payment of camping fees for the time period shown above by the Campground Attendant will be waived by the Department in return for services rendered. Campground Attendant will be solely responsible for any necessary reporting to any taxing or similar entity of the benefit of receiving the campsite at no cost by virtue of this Agreement. If, for any reason, this Agreement terminates before the term indicated herein, Campground Attendant shall immediately vacate the campsite.
3. Actual daily scheduled service time will be arranged between the Campground Attendant and the Park Ranger. The Campground Attendant is expected to perform his/her duties daily. The Campground Attendant shall be willing and able to assist campers and the Department staff outside regular scheduled hours as needed.
4. A visible sign will be placed on the Campground Attendant's campsite by the Department designating said campsite as belonging to the Campground Attendant. Campsite occupants other than Campground Attendant must be approved in writing by Park Ranger.

5. The duties of the Campground Attendant will be those listed in the "Story County Conservation Department Campground Attendant Duties List." Those duties are incorporated herein by reference. By signing below, Campground Attendant acknowledges that he/she has reviewed the job description and asserts that he/she is ready, willing, and able to perform the associated job functions and duties during the term of this Agreement.

The contractor may, at their discretion and subject to Story County Conservation approval, employ such other person or persons as desired to assist required work under this contract. Any employee hired by the contractor will be at contractor's sole expense, and contractor shall assume all liability for any such person(s), including for workers compensation benefits or damage any such employee may do to county property or persons or property present on county owned land. Further, any such person will not be considered an agent or employee of Story County and will not be eligible for nor have any right to claim benefits, compensation, or damages from Story County. Contractor shall have the duty to notify the employee of the limits of Story County's liability and of contractor's duties to contractor's employee(s).

6. The Department, through its supervisor in charge of the area, shall decide all questions which may arise as to the quality, fitness, promptness, and acceptability of service provided by the Campground Attendant to the Department. The supervisor may void or cancel this Campground Attendant agreement by giving oral notice to the Campground Attendant and Director that the Agreement is terminated. That determination and decision shall be final and conclusive.
7. The Story County Conservation Board or the Campground Attendant may terminate this agreement at any time during the period covered by this agreement by giving 48 hours notice to the Park Ranger.

Signature: Beverly L. Chance March 12, 2020  
Campground Attendant Date

Signature: \_\_\_\_\_  
Chair, Story County Conservation Board Date

Signature: \_\_\_\_\_  
Chair, Story Co. Board of Supervisors Date

## **Dakins Lake Campground Attendant Duties List**

The following duties are expected to be performed by the contracted campground attendant:

1. Check campgrounds (Main Campground and Primitive Camping) daily to assure that all occupied sites are registered.
2. Sell firewood to campers; give fees to the Park Ranger (or designee) each Friday and Monday.
3. Clean and stock campground shower house at least once daily and as needed on busy weekends to assure cleanliness and safety.
4. Pick up trash as necessary around all camping areas. Check trash cans around park during busy days.
5. Clean shelter house prior to reservations.
6. Check and clean grills in main and primitive campgrounds as needed. Staff will clean weekly.
7. Perform minor maintenance in campgrounds.
8. Assist campers with registration and park information.
9. Inform park users of campground rules and enforce as necessary.
10. Perform other duties as occasionally requested by the conservation staff.

# PROFESSIONAL CONSULTANT SERVICES AGREEMENT

(Contracted Services)

Under the provision of Section 3401 of the Internal Revenue Code of 1954, an employer must withhold tax from all remuneration actually or constructively paid to an employee. This agreement covers professional services provided by Beverly Chance as an independent contractor. Beverly Chance assumes all responsibility for payroll taxes and required FOAB contributions.

In general, an individual who is subject to the control and direction of another only as to the results of their work, and not as the means by which it is accomplished, is an independent contractor and not an employee.

## AGREEMENT

**NAME OF CONTRACTOR:** Beverley Chance

**MAILING ADDRESS:** 68239 110st, Zearing, IA 50278

**BUSINESS PHONE NUMBER:** 515-291-5478

**1. DESCRIPTION OF SERVICES:** Campground Attendant – cleaning, assisting campers, selling firewood

**2. DATE(S):** July 13, 2020 – November 1, 2020

**3. TIME(S):** As agreed upon with park ranger

**4. LOCATION:** Dakins Lake – Zearing, Iowa

**5. PROFESSIONAL FEES:** \$480.00 bi-weekly

**6. SPECIAL CONDITIONS:** None

## CERTIFICATION

I certify that I have read the above statement regarding the requirements of the IRS for an “independent contractor,” and I assume the responsibility for payroll and FOAB contributions. I agree to the conditions stated above for services provided by myself to Story County.

Signature Beverley L. Chance

Date March 12, 2020

Approved by \_\_\_\_\_

Date \_\_\_\_\_

W-9 completed \_\_\_\_\_



Memorandum

To: Story County Conservation Board

Through: Michael D. Cox, Director

From: Luke Feilmeier, Park Ranger

Date: April 13, 2020

Re: Consideration of Contract between Joseph Fullerton and Story County Conservation Board for Campground Attendant duties at Hickory Grove Park from July 13 to November 1, 2020.

---

The attached contract with Joseph Fullerton secures his services as Campground Attendant at Hickory Grove Park for the second half of the 2020 summer. This will be the first summer for Joe to serve as Campground Attendant.

Staff recommends your approval and recommendation to the Board of Supervisors.

---

Approval

---

Disapproval

---

Date

---

Date

## Hickory Grove Campground Attendant Contract

Story County Conservation Board  
56461 180<sup>th</sup> Street, Ames, IA 50010  
515-232-2516- FAX 515-232-6989

This Agreement is entered into between Joseph Fullerton, hereinafter called the Campground Attendant, and the Story County Conservation Board, hereinafter called the Department, and is effective on the date last signed below.

Whereas, the Department desires to hire a Campground Attendant for Hickory Grove Park;

Whereas, the Campground Attendant is prepared to and shall furnish Campground Attendant services;

Now therefore, the Department and the Campground Attendant do hereby mutually agree as follows:

1. The selected Campground Attendant is a hired person doing contracted labor. Wage for this labor shall be at the rate of \$240.00/week (paid bi-weekly). Campground Attendant shall log actual hours worked per week and shall not work more than 33 hours in one week. The only compensation paid or provided to Campground Attendant as provided in this Agreement and any other representation to the contrary is void.

The Campground Attendant will not be considered an agent or employee of Story County and will not be eligible for nor have any right to claim benefits, compensation, or damages from Story County.

2. The Campground Attendant will be provided a campsite (valued at \$20/night) within Hickory Grove Park for a period of 15 weeks commencing on Monday, July 13, 2020 and terminating on Sunday, November 1, 2020. Payment of camping fees for the time period shown above by the Campground Attendant will be waived by the Department in return for services rendered. Campground Attendant will be solely responsible for any necessary reporting to any taxing or similar entity of the benefit of receiving the campsite at no cost by virtue of this Agreement. If, for any reason, this Agreement terminates before the term indicated herein, Campground Attendant shall immediately vacate the campsite.
3. Actual daily scheduled service time will be arranged between the Campground Attendant and the Park Ranger. The Campground Attendant is expected to perform his/her duties daily. The Campground Attendant shall be willing and able to assist campers and the Department staff outside regular scheduled hours as needed.
4. A visible sign will be placed on the Campground Attendant's campsite by the Department designating said campsite as belonging to the Campground Attendant. Campsite occupants other than Campground Attendant must be approved in writing by Park Ranger.

- The duties of the Campground Attendant will be those listed in the "Story County Conservation Department Campground Attendant Duties List." Those duties are incorporated herein by reference. By signing below, Campground Attendant acknowledges that he/she has reviewed the job description and asserts that he/she is ready, willing, and able to perform the associated job functions and duties during the term of this Agreement.

The contractor may, at their discretion and subject to Story County Conservation approval, employ such other person or persons as desired to assist required work under this contract. Any employee hired by the contractor will be at contractor's sole expense, and contractor shall assume all liability for any such person(s), including for workers compensation benefits or damage any such employee may do to county property or persons or property present on county owned land. Further, any such person will not be considered an agent or employee of Story County and will not be eligible for nor have any right to claim benefits, compensation, or damages from Story County. Contractor shall have the duty to notify the employee of the limits of Story County's liability and of contractor's duties to contractor's employee(s).

- The Department, through its supervisor in charge of the area, shall decide all questions which may arise as to the quality, fitness, promptness, and acceptability of service provided by the Campground Attendant to the Department. The supervisor may void or cancel this Campground Attendant agreement by giving oral notice to the Campground Attendant and Director that the Agreement is terminated. That determination and decision shall be final and conclusive.
- The Story County Conservation Board or the Campground Attendant may terminate this agreement at any time during the period covered by this agreement by giving 48 hours notice to the Park Ranger.

Signature:  03/01/2020  
Campground Attendant Date

Signature: \_\_\_\_\_  
Chair, Story County Conservation Board Date

Signature: \_\_\_\_\_  
Chair, Story Co. Board of Supervisors Date

## **Hickory Grove Park Campground Attendant Duties List**

The following duties are expected to be performed by the contracted campground attendant:

1. Check campgrounds (Breezy Bay and Primitive Camping) daily to assure that all occupied sites are registered.
2. Stock firewood in wood shed weekly. Sell firewood to campers and collect fees; give fees to the Park Ranger (or designee) each Friday and Monday.
3. Clean and stock campground shower house at least daily to insure cleanliness and safety.
4. Clean and stock beach house restrooms daily to insure cleanliness and safety.
5. Pick up trash as necessary around all camping areas. Check trash cans at the beach area during busy days.
6. Clean lodges at Hickory Grove Park prior to reservations; stock firewood when necessary.
7. Clean grills in Breezy Bay and Primitive Campground on a weekly basis.
8. Perform minor maintenance in campgrounds such as cleaning fire rings, painting, string trimming, etc.
9. Assist campers with registration and park information.
10. Inform park users of campground rules and enforce as necessary.
11. Perform other duties as occasionally requested by the conservation staff.

PROFESSIONAL CONSULTANT SERVICES AGREEMENT

(Contracted Services)

Under the provision of Section 3401 of the Internal Revenue Code of 1954, an employer must withhold tax from all remuneration actually or constructively paid to an employee. This agreement covers professional services provided by Gene Ridgeway as an independent contractor. Gene Ridgeway assumes all responsibility for payroll taxes and required FOAB contributions.

In general, an individual who is subject to the control and direction of another only as to the results of their work, and not as the means by which it is accomplished, is an independent contractor and not an employee.

AGREEMENT

- NAME OF CONTRACTOR: Joseph Fullerton
- MAILING ADDRESS: 1268 Cherokee St., Nevada, IA 50201
- BUSINESS PHONE NUMBER: 515-290-~~4972~~ 4927 *JF*
- 1. DESCRIPTION OF SERVICES: Campground Attendant – cleaning, assisting campers, selling firewood
- 2. DATE(S): July 13, 2020 – November 1, 2020
- 3. TIME(S): As agreed upon with park ranger
- 4. LOCATION: Hickory Grove Park – Colo, Iowa
- 5. PROFESSIONAL FEES: \$480.00 bi-weekly
- 6. SPECIAL CONDITIONS: None

CERTIFICATION

I certify that I have read the above statement regarding the requirements of the IRS for an “independent contractor,” and I assume the responsibility for payroll and FOAB contributions. I agree to the conditions stated above for services provided by myself to Story County.

Signature *Joe Fullerton*

Date 03/01/2020

Approved by \_\_\_\_\_

Date \_\_\_\_\_

W-9 completed \_\_\_\_\_



---

Story County Conservation Board - McFarland Park 56461 180<sup>th</sup> St. - Ames, Iowa 50010-9451  
Phone (515) 232-2516 - Fax (515)232-6989 - Email: [conservation@storycounty.com](mailto:conservation@storycounty.com)  
[www.storycountyconservation.org](http://www.storycountyconservation.org)

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Memorandum

To: Story County Conservation Board  
From: Michael D. Cox, Director  
Date: April 13, 2020  
Re: Consideration of the Social Media Policy

---

The attached Social Media Policy is a revision of the County policy. Modifications have been suggested in order to best reflect our use of social media. The policy has been reviewed and approved by the County Attorney.

Staff urges your approval.

\_\_\_\_\_  
Approval

\_\_\_\_\_  
Disapproval

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# Board of Supervisors Story County Conservation Board

Story County Story County, Iowa

## Social Media Policy

Approval Date:

\_\_/\_\_/\_\_\_\_

Effective Date:

\_\_/\_\_/\_\_\_\_

Revision No:

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~~Reference: BOS Minutes: \_\_/\_\_/\_\_~~

~~Initially Adopted: \_\_/\_\_/\_\_~~

**Distribution:** (Elected Officials, Department Heads, County Employee Handbook, Intranet, etc.)

### General Purpose

Story County Story County Conservation uses Social Networking sites to deliver timely information to the public. The official accounts and page should be used exclusively for delivering official information regarding County news and updates and is not intended to be used to disseminate information of a personal nature.

This policy establishes guidelines for the use of social media as a tool to communicate with the public and defines the steps to utilize social media in accordance with Story County Story County Conservation guidelines. The suggestions provided in these guidelines are designed to protect County employees and ensure consistency across Offices/Departments when incorporating social media into the overall County mission. In addition, this policy is intended to provide guidelines for Story County Story County Conservation employees concerning the appropriate use of social media. All use of social media, including social networking sites, shall be consistent with applicable state, federal and local laws, regulations and policies.

Nothing in the policy shall be construed as limiting an employee's right to engage in speech which is protected by the United States and Iowa Constitution or as limiting the right to engage in protected concerted activity, which includes employee discussions concerning the terms and conditions of employment.

### Scope

This policy is applicable to the following:

All Story County Story County Conservation employees.

All employees not directly responsible to either the Board of Supervisors or an elected office holder and whose governing body and the Board of Supervisors have certified its applicability.

Whenever the provisions of this policy are in conflict with the *Code of Iowa*, or with a collectively-bargained agreement between the County and a certified bargaining unit, the provisions of the collectively-bargained agreement and/or the *Code of Iowa* will prevail.

### Definitions

**Social media** is defined as and includes internet technologies that facilitate and promote interactive communication, participation and collaboration. Examples of social media include, but are not limited to, the County's official website, [www.storycountyiowa.gov](http://www.storycountyiowa.gov), and applications of Facebook, Twitter, Tumblr, LinkedIn, YouTube, Pinterest, Instagram, Google+, Wiki Sites, Flickr, Vine, blogs sites, review sites, and the interactive tools and functions they provide to users.

**Social media account** means accounts with social media websites, including but not limited to Facebook, Twitter, and YouTube, and content posted by the holder of such accounts thereon.

**Social media content** is defined as and includes any materials, documents, photographs, graphics, and other information that is created, posted, distributed, "liked", "shared", "favorited", or transmitted using social media internet sites or social media tools.

### County Social Media Accounts

~~Offices/Departments and/or County s~~Staff individuals shall not establish independent social media accounts for County business without prior -written approval from the Conservation Director. Information Technology (IT) Department. New social media sites may be requested by first sending a help desk ticket to IT. Use of any such accounts created prior to the effective date of this amended policy and not yet approved by the IT Department Director must receive written approval ~~from IT~~ within 90 days of policy adoption.

These accounts are accessed through authorized accounts and resources maintained by Information Technology Story County. These resources should be used through the approved interfaces, and should not be accessed in an attempt to add or modify information through other means.

Social media sites shall be created and maintained with identifiable characteristics of an official County site that distinguishes them from non-professional or personal use site:

1. County social media network accounts shall be created using an official County email account.
2. The name "Story County Story County Conservation" or the official County or Office/Department logo must be displayed.

3. ~~Department Heads or Elected Officials~~The Director will be responsible for determining authorizations to use social media sites on behalf of the Office/Department ~~and notify IT of such authorized individuals.~~
4. ~~Once a social media site has been approved and established in accordance with this policy, all account changes or termination of that account must be submitted via a help desk ticket to IT.~~
5. ~~While each Office/Department is responsible for establishing and maintaining content posted on its social media sites, the IT Department must have access to the social media sites.~~
- 6.4 The County reserves the right at any time and without prior notice to deny access to any Office/Department's social media site(s) for any individual who violates this policy.

The storycountyiowa.gov website Agenda Center must be used for posting of agendas of any county board, commission, advisory committee or other entity required to provide notice per Iowa Code Chapter 21.

Social Networking accounts shall be used for:

- Posting appropriate breaking news information related to Story County Story County Conservation Government and/or the geographic region over which it has authority
- Posting information originating from and about Story County Story County Conservation
- Posting links to pages on the County Website(s) in accordance with the adopted Website Linking Policy adopted by the Board of Supervisors available on the County's webpage at [www.storycountyiowa.gov/Faq.aspx?QID=310](http://www.storycountyiowa.gov/Faq.aspx?QID=310)
- Posting links and information from partner organizations from which Story County Story County Conservation has contracted or partnered with under legally binding agreements in accordance with the adopted linking policy
- Directing the public to appropriate informational resources outside of Story County Story County Conservation in accordance with the adopted linking policy (weather information, news resources, other governmental sites, school districts)
- Redistributing information from other resources relevant to the operational duties of Story County Story County Conservation as outlined in the *Code of Iowa*
- Improving customer service through public comments and messages
- Engages the public in supporting the mission of the SCCB

Social Networking accounts shall not be used for:

- Posting personal comments or information
- Posting personal opinions and/or sensitive information about the operation or governance of Story County Story County Conservation
- Posting links to personal websites or blogs
- Posting content or links related to campaigning, ~~policy advocaey groups~~, political parties, political action committees ~~or lobbying groups~~
- ~~Posting commercial content or links where information could be viewed as an endorsement of products or services.~~

- Posting commentary or opinion about individuals or organizations affiliated with [Story County Story County Conservation](#)
- Posting commentary or opinion about private corporations, individuals

This policy addresses appropriate use of social media outside the work environment by employees. If an account is used for County purposes, the entire account is subject to Iowa Open Records Law provisions and may also be subject federal laws protecting the privacy of children. The Iowa Open Records Act applies to records of social media sites so that content on these sites is kept as a record of [Story County Story County Conservation](#) and is subject to public disclosure requirements.

### Records Management

Communication through Office/Department-related social media may be considered a public record under Iowa Code Chapter 22, Open Records and managed as such.

- All comments or posts made to County Office/Department account walls or pages are public, not private.
- In the spirit of transparency in county government, account administrators who receive messages through the private message service offered by the social media site should encourage users to contact them at a public e-mail address maintained by their County Office/Department. For private messages that account administrators do receive, they should be treated as constituent e-mails and therefore, as public records. Account administrators or another authorized staff member should reply using County e-mail account when possible. When the use of email is not possible, all communications shall be documented and saved electronically on county IT network.
- County Offices/Departments shall set all privacy settings to “public”.

### Site Content

Offices/Departments are responsible for establishing and maintaining content posted to their social media sites, with the following guidelines:

1. Sites should be reviewed frequently for exploitation or misuse.
2. Content posted on County social media sites may be considered public records subject to disclosure under Iowa’s public records. Public records requests are referred to Story County’s Public Records Liaison.
3. When possible, social media sites that allow comments should include the following complete text on the site: *The purpose of this site is to present matters of public interest in Story County, which includes its residents, businesses, and visitors. We encourage you to submit your questions, comments, and concerns, but please note this is a moderated online discussion site and not a public forum.*
4. Every social media site allowing interaction (i.e., comment from the public) must clearly and prominently state that: (1) There is no intention to create a public forum; (2) The site is not for use by the public as a place for expressive activity; (3) The County reserves the right to eliminate comments entirely or to edit them.

Story County [Story County Conservation](#) reserves the right to restrict or remove any content that is deemed in violation of this policy or any applicable law. Comments containing any of the

following inappropriate forms of content shall not be permitted on County social media sites and are subject to removal and/or restriction:

1. Comments not related to the original topic;
2. Content that promotes, fosters or perpetuates discrimination on the basis of race, creed, color, sex, national origin, religion, age, sexual orientation, gender identity, marital status or mental or physical disability;
3. Defamatory or personal attacks;
4. Threats to any person or organization;
5. Comments in support of, or in opposition to, any political campaigns or ballot measures;
6. Solicitation of commerce, include but not limited to advertising of any business or product for sale;
7. Encouragement of illegal activity;
8. Information that may tend to compromise the safety of security of the public or public systems; or
9. Content that violates a legal ownership interest, such as a copyright, of any party.
10. Use of profanity and/or graphic images or written passages depicting or implying profane, obscene or offensive actions.

Any removed content must be retained for a reasonable period of time, including the time, date and identity of the person responsible for the content.

#### **Access**

~~Story County~~Story County Conservation reserves the right to deny access to County social media sites for any individual who violates this policy at any time and without prior notice.

#### **Disclaimers**

In addition to Terms of Service and Terms of Use posted by the social media site, ~~Story County~~Story County Conservation Offices/Departments must include ~~on their sites~~the following disclaimer-disclaimer language via link on the social media page making it clear that ~~Story County~~Story County Conservation is not responsible for information posted by users to the site and must include contact information for requesting removal of objectionable content.

The County's acceptable Disclaimer and Terms of Use are:

#### **Disclaimer**

~~The Story County~~Story County Conservation ~~[Insert Social Media Site]~~ social media pages are page is produced and maintained by the ~~Story County~~Story County Conservation ~~[Insert Office/Department Name]~~. Links to other sites should not be construed as an endorsement of the views contained therein.

~~Story County~~Story County Conservation ~~[Insert Office/Department Name]~~:

- Does not control or guarantee the accuracy, relevance, timeliness or completeness of information contained on a linked website.
- Does not endorse the organizations sponsoring linked websites or the views they express or the products/services they offer.

- Cannot and does not authorize the use of copyrighted materials contained in linked websites. Users must request such authorization from the sponsor of the linked website.
- Does not guarantee that external websites comply with Section 508 (Accessibility Requirements) of the Rehabilitation Act.
- Does not endorse or support opinions or views expressed by users of the [Story County Story County Conservation](#) ~~Insert-Social Media sSites page~~.
- Does not direct content toward ~~Is not directed to~~ children and will delete any information about a child under the age of 13 that may have been inadvertently collected upon becoming aware of such information.
- Acknowledges ~~t~~The Iowa Open Records Act applies to records of [Story County Story County Conservation](#) so that content on this site that is kept as a record of the County is subject to public disclosure requirements.

#### Terms of Use

- [Story County Story County Conservation](#) expects that participants will treat each other with respect.
- The use of vulgar, offensive, defamatory, pejorative, sexual, threatening or harassing language or images is prohibited.
- The [Story County Story County Conservation](#) ~~Insert-Social Media Ssites page~~ are is not open to the promotion or advertisement of a business or commercial transaction.
- Users are prohibited from posting any copyrighted content without the copyright holder's express permission or material protected by other intellectual property laws.
- [Story County Story County Conservation](#) does not intend to create a public forum on this site or any [Story County Story County Conservation](#) social media site. ~~This site is not for use by the public as a place for expressive activity.~~ Users are prohibited from the posting of abusive and profane comments or images, and from content relating to politics, religion, supporting or opposing political candidates or issue advocacy, promoting illegal activity, or which is not topically related to the County's particular request for public feedback.
- The County reserves the right to eliminate comments/postings entirely or to edit them if deemed in violation of this policy or any applicable law.
- Contact [itweb@storycountyiowa.gov](mailto:itweb@storycountyiowa.gov) or call 515-382-7349 in order to report the posting of materials infringing a third party's intellectual property rights, identifying information about children, or other illegal materials or content.

#### Personal Use

[Story County Story County Conservation](#) employees' personal use of any social media should remain personal in nature and should be used to share personal opinions and other non-work related information. Unless authorized, a County employee shall not use his or her personal social networking, social media or web-based site to conduct County business.

Individuals that choose to identify themselves as County employees should consider whether statements they publish may be construed as expressing official County positions and whether or not such statements are accurate representations. A County employee should also take appropriate steps to ensure that communications made in an employee's personal capacity represent the specific employee's personal opinion and do not reflect or represent the opinion of ~~Story County~~Story County Conservation or the department/office for which the employee works. To ensure an employee's personal postings are not wrongfully attributed to ~~Story County~~Story County Conservation an employee may wish to post a disclaimer such as:

*The postings on this site are my own opinion and do not reflect or represent the opinions of ~~Story County~~Story County Conservation or the department/office for which I work.*

For security purposes, ~~Story County~~Story County Conservation employees are prohibited from using their ~~Story County~~Story County Conservation email account or username in conjunction with a personal social networking, social media or web-based site unless prior authorization is given by the ~~Board of Supervisors~~Story County Conservation Board.

#### **Prohibited Actions**

Employees shall refrain from using social media while on work time or on ~~Story County~~Story County Conservation equipment, unless it is work-related and prior authorization is given by an employee's supervisor.

Employees shall not:

- Post comments and materials to resolve a workplace grievance that could be viewed as malicious, obscene, threatening, intimidating or that could create a hostile environment on the basis of race, sex, disability, religion, sexual orientation or any other status protected by law.
- Discuss or display information, including photographs, online that is confidential or proprietary to the County, or to a third party that has disclosed the information to ~~Story County~~Story County Conservation.
- Impersonate the employer, making statements on behalf of ~~Story County~~Story County Conservation without authorization, or making statements that can be construed as establishing the employer's official position or policy on any particular issue.
- Engage in any online actions that would violate ~~Story County~~Story County Conservation's Workplace Harassment Policy.

#### **Violations**

Violations of this policy may result in disciplinary action up to and including discharge.

Employees are responsible for reporting suspected violations of this policy to their direct supervisor, or the next highest supervisor if the suspected violation involves the employee's immediate supervisor.