

The Board of Supervisors met on 1/28/2020 at 10:00 a.m. in the Story County Administration Building. Members present: Linda Murken, Lisa Heddens and Lauris Olson, with Murken presiding. (all audio of meetings available at storycountyia.gov)

ADOPTION OF AGENDA: Heddens moved, Olson seconded adopting the agenda as presented. Motion carried unanimously (MCU) on a roll call vote.

MINUTES: 1/21/20 Minutes – Olson moved, Heddens seconded adopting the minutes as presented. Roll call vote. (MCU)

PERSONNEL ACTIONS: 1) pay adjustment, effective 2/16/20, in a) Auditor's Office for Rhonda Sykes @ \$22.40/bw; b) Facilities Management for Laura Smith @ \$19.33/hr; c) Information Technology for Joel Ahrens @ \$31.86/hr; d) Recorder's Office for Sandra Fitzgerald @ \$19.81/hr; e) Secondary Roads/Engineer for Steven Brooks @ \$27.57/hr; Jeff Zimmerman @ \$28.49/hr; f) Sheriff's Office for Tracy Geffre @ \$2,354.40/bw; Joshua Webster @ \$2,838.80/bw; g) Treasurer's Office for Katelyn Carey @ \$17.38/hr. Heddens moved, Olson seconded adopting the personnel actions as presented. Roll call vote. (MCU)

Olson moved, Heddens seconded approval of the Consent Agenda as presented.

1. Resolution #20-60, to abate delinquent taxes assessed against a mobile with a junking certificate pursuant to *Code of Iowa* §435.25
2. Maintenance and support agreement between Story County and RCN Communications c/o U.S. Bank, effective 1/1/20-12/31/25, for \$359.99
3. 2020 Planning and Development Department work program
4. 28E Agreement between Story County and City of Huxley for parking ticket enforcement

Roll call vote. (MCU)

COUNTY ATTORNEY APPLICANTS AND 2/4/20 PRESENTATION REQUIREMENTS - Alissa Wignall, Director of Internal Operations and Human Resources, reported one application was received by the deadline; the applicant is Timothy Meals of the Story County Attorney's Office. She presented the next steps in the process. Olson prefers the 6:00 pm presentation time to maximize public input. Heddens concurred. Murken stated presentations will be limited to ten minutes followed by questions from the Board. Discussion took place. Wignall stated post notice of the 2/7/20 appointment meeting to be held at 1:00 pm. Olson moved, Heddens seconded the approval of the Presentation Requirements meeting at 6:00 pm 2/4/20, and the meeting time for appointment at 1:00 pm on 2/7/20. Roll call vote. (MCU)

DISCUSSION AND SELECTION OF CONSULTANT TO COMPLETE THE STORY COUNTY HOUSING STUDY AND NEEDS ASSESSMENT AND DIRECT COUNTY STAFF TO NEGOTIATE A CONTRACT WITH THE SELECTED CONSULTANT – Heddens stated her preference for either RDG and Hanna;Keelan. Olson concurred, based on experience and application materials. Heddens stated both applications had strengths. Murken agreed with a stronger preference for RDG. Olson moved, Heddens seconded the approval of RDG as the consultant to complete the Story County Housing Study and Needs Assessment, for staff to track timelines and public engagement, direct County staff to negotiate a contract with RDG. Roll call vote. (MCU)

DISCUSSION AND DIRECTION ON DRAFT CAPITAL IMPROVEMENTS PLAN (CIP) AND PUBLIC REVIEW PROCESS – Leanne Harter, Outreach and Special Projects Manager, reported the most recent draft reflects revisions from budget work session; she provided detail on the process for public input and timeline. Olson asked about certain items; edits need to be complete before circulation. Lisa Markley, Assistant Auditor, asked about the Story County Attorney's re-model item. Discussion took place. Murken directed Harter to make the changes, send out for public input, and return to the Board.

LIAISON ASSIGNMENTS, COMMITTEE MEETINGS UPDATES, AND ANNOUNCEMENTS FROM THE SUPERVISORS: All Board members reported on multiple meetings.

Heddens moved, Olson seconded to adjourn at 10:53 a.m. Roll call vote. (MCU)

Story County
Board of Supervisors Meeting
Agenda
1/28/20

1. CALL TO ORDER: 10:00 A.M.
2. PLEDGE OF ALLEGIANCE:
3. ADOPTION OF AGENDA:
4. PUBLIC COMMENT #1:
This comment period is for the public to address topics on today's agenda
5. AGENCY REPORTS:
6. CONSIDERATION OF MINUTES:

I. 1/21/20 Minutes

Department Submitting Auditor

7. CONSIDERATION OF PERSONNEL ACTIONS:

I. Action Forms

1)pay adjustment, effective 2/16/20, in a)Auditor's Office for Rhonda Sykes @ \$22.40/bw; b)Facilities Management for Laura Smith @ \$19.33/hr; c)Information Technology for Joel Ahrens @ \$31.86/hr; d)Recorder's Office for Sandra Fitzgerald @ \$19.81/hr; e)Secondary Roads/Engineer for Steven Brooks @ \$27.57/hr; Jeff Zimmerman @ \$28.49/hr; f)Sheriff's Office for Tracy Geffre @ \$2,354.40/bw; Joshua Webster @ \$2,838.80/bw; g)Treasurer's Office for Katelyn Carey @ \$17.38/hr

Department Submitting HR

8. CONSENT AGENDA:

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

I. Consideration Of Resolution #20-60, To Abate Taxes Assessed Against Said Mobile Homes With A Junking Certificate

Department Submitting Treasurers Office

Documents:

RESOLUTION TO ABATE WITH JUNKING CERT II.PDF

II. Consideration Of Maintenance And Support Agreement Between Story County And RCN Communications C/O U.S. Bank Effective 1/1/20-12/31/25 For \$359.99

Department Submitting Auditor

Documents:

US BANK.PDF

III. Consideration Of 2020 Planning And Development Department Work Program

Department Submitting Planning and Development

Documents:

STAFF MEMO.PDF
2020 P D WORK PROGRAM.PDF

IV. Consideration Of 28E Agreement Between Story County And City Of Huxley For Parking Ticket Enforcement

Department Submitting Treasurers Office

Documents:

E28.PDF

9. PUBLIC HEARING ITEMS:

10. ADDITIONAL ITEMS:

- I. Discussion And Consideration Of County Attorney Applicants And February 4, 2020 Presentation Requirements - Alissa Wignall

Department Submitting Board of Supervisors

- II. Discussion And Selection Of Consultant To Complete The Story County Housing Study And Needs Assessment And Direct County Staff To Negotiate A Contract With The Selected Consultant
Additional Items

Department Submitting Board of Supervisors

Documents:

WES.PDF
HANNA KEELAN.PDF
RDG.PDF

11. DEPARTMENTAL REPORTS:

12. OTHER REPORTS:

- I. Discussion And Direction On Draft Capital Improvements Plan (CIP) And Public Review Process - Leanne Harter

Department Submitting Board of Supervisors

Documents:

DRAFT CIP JAN 2020.PDF

TIMEFRAME FOR FY21 CIP PROCESS.PDF

13. UPCOMING AGENDA ITEMS:

14. PUBLIC FORUM #2:

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

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

16. 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.

BOARD OF SUPERVISORS RESOLUTION NO. #20-60

**RESOLUTION TO ABATE TAXES ASSESSED AGAINST SAID MOBILE HOME WITH
A JUNKING CERTIFICATE**

WHEREAS, the following mobile home was located at 108 E Date Ct, Ames, Iowa, a/k/a Old Orchard Mobile Home Park in Story County, Iowa; and,

WHEREAS, said mobile home was removed from the park due to fire; and

WHEREAS, now Junking Certificate #850138056 was issued on December 31st, 2019; and,

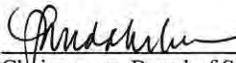
WHEREAS, said mobile home has delinquent taxes in the amount of \$124.00 against it; and,

WHEREAS, Section 435.25 of the Code of Iowa, states that when it is administratively impractical to pursue tax collection through the remedies of this section, all taxes, regular and special, interest, and costs shall be abated by resolution of the county board of supervisors. The resolution shall direct the treasurer to strike from the tax book the reference to said mobile home; and,

NOW, THEREFORE BE IT RESOLVED, that all delinquent taxes on the following mobile home are hereby abated. The county treasurer is directed to strike from the tax book the delinquent taxes that are in reference to said mobile home:

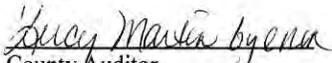
Grand Center LLC Vin #P128910

APPROVED this 28th day of January, 2020.



Chairperson, Board of Supervisors

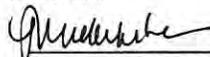
Attest:



County Auditor

ROLL CALL	Lauris Olson	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
FOR ALLOWANCE	Lisa Heddens	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
	Linda Murken	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>

ALLOWED BY VOTE
OF BOARD Yea 3 Nay 0 Absent 0



CHAIRPERSON Above tabulation made by SB



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

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

MEMORANDUM

TO: Story County Board of Supervisors
FROM: Jerry L. Moore, Planning and Development Director
RE: Action on the 2020 Planning and Development Department Work Program
MEETING DATE: January 28, 2020

Background:

Planning and Development staff presented existing and proposed new items for the 2020 Work Program at the December 4, 2019 joint meeting with the Story County Planning and Zoning Commission and Board of Supervisors. After discussion, there was consensus to have the Planning and Development staff proceed with the items identified on the 2020 Work Program.

The Planning and Zoning Commission recommended support at their January 8, 2020 Planning and Zoning Commission meeting for the Planning and Development staff to pursue action on the 2020 Work Program items.

Recommendation:

The Planning and Zoning Commission recommends the Board of Supervisors approve the 2020 Work Program.

APPROVED **DENIED**
Board Member Initials: JLM
Meeting Date: 1-28-2020
Follow-up action: _____



PLEASE RECYCLE



2020 Story County Planning and Development Work Program

This 2020 Story County Planning and Development Work Program is a guide for Planning and Development staff in the 2020 calendar year, as well as a guide for budget proposals for the 2020/2021 fiscal years. This work program is not intended to replace any essential functions of staff outlined in their job descriptions, but to build on those essential functions by identifying issues discussed by the Story County Planning and Zoning Commission and the Story County Board of Supervisors at their annual joint meeting, and determining appropriate measures to achieve the objectives of each identified work program item.

Source: C2C Plan = C2C
Other = 0

Tier 1 High Priorities (Completion by February 2020)

1. O-Construction/Demolition Landfill
2. C2C-Audit regulations to determine whether we have Smart Development Practices that limit disaster impacts
3. O-Identify and determine if subdivision roads including private drives in unincorporated Story County have been dedicated to the public. Report on the history, purpose, and current signage of these roads.
4. O-Ames Urban Fringe Plan – prepare resolution to extend deadline, prepare schedule for future discussion and action. **(Completion by April 2020)**
5. O/C2C-Conduct a comprehensive review of Land Development Regulations, including rezonings, as necessary to implement C2C and future land use map and review regulations adopted prior to 1985 for obsolete, ineffective or unenforceable regulations.
6. C2C-Review parking standards.
7. C2C-Review lighting standards.
8. O-Exploration of cities in Story County, adjacent, and other counties with building codes - pros and cons and cost benefit analysis.
9. O-Consider requesting Board of Supervisors to set policy waiving zoning permit and development application fees to Cities, States, School Districts and State agencies – Conduct County-wide department assessment.
10. O-Consideration of conservation/sustainability design standards for all County development.
11. O-Citizenserve permitting and development case software implementation.
12. O-Watershed Assessment High & Medium Priorities – Sensitive Environmental Areas Enhancement and Protection Program, Erosion Control & Stormwater Management & Municipal Outreach (See Watershed Assessment Implementation Matrix for details).



2020 Story County Planning and Development Work Program

Tier 2 Medium Priorities (Completion by June 2020)

13. C2C-Establish location guidelines for proposed subdivisions.
14. C2C-Establish minimum levels of services.
15. C2C-Review and consider ways to connect streets and trails for a unified transportation network appropriate to Story County.
16. C2C-Create a development review evaluation matrix to determine potential ag/non-ag conflicts
17. C2C-Designate Natural Resource Areas on future land use map (In Growth Townships)
18. C2C-Develop and implement requirements for groundwater impact analysis
19. O-Explore options/regulations for reusing existing accessory structures and construction of new accessory structures
20. O-Explore opportunities in other areas of the County (Iowa Center and Shipley) to assess and respond to needs, similar to the work completed in Fernald (Work Program 2018)
21. **O-Strategic Plan High Priorities** – Access broadband connectivity, Central Mission Statement, Explore partnerships such as 28E's to provide existing services efficiently, Conduct study assess needs for enhanced security, Develop metrics to determine which roads get improved, Seek out public-private partnerships to improve transportation networks, Access and create plan to address internal technology needs and upgrades, Develop, implement and monitor strategies and partnerships to build upon county-wide watershed assessments (See Strategic Plan 2019-2023 for details).

Tier 3 Low Priorities (Completion by end of December 2020)

22. C2C-Draft healthy homes design guidelines
23. C2C-Develop public outreach toolkit to be used with the development review process
24. C2C-Designate Natural Resource Areas on future land use map (In Remaining Townships)
25. C2C-Develop density based zoning program

Type of Document: 28E Agreement

Preparer: Ted Rasmusson – Story County Treasurer, 900 6th Street, Nevada, IA 50201, 515-382-7330

Taxpayer Information: N/A

Return Document to: Michelle Bellile, Story County Auditor's Office, 900 6th Street, Nevada, IA 50201

Grantors:

City of Huxley, Huxley
Story County, Iowa

Grantees:

City of Huxley, Iowa
Story County, Iowa

Legal Description: N/A

Instrument Number/Book and Page Reference: N/A

**28E Agreement between
The City of Huxley, Iowa
and
Story County, Iowa**

This Agreement is made pursuant to Chapter 28E of the Iowa Code between the City of Huxley, Iowa, hereinafter referred to as "the City" and the County of Story, Iowa, hereinafter referred to as "the County".

WHEREAS Iowa Code Section 331.553(8) provides that a County Treasurer may enter into an agreement under Iowa Code 28E to collect or enforce delinquent parking fines on behalf of a City in conjunction with renewal of motor vehicle registrations pursuant to Iowa Code Sections 321.40(4) and 321.236; and

WHEREAS the City and the County wish to enter into such an agreement for the collection or enforcement of delinquent parking fines owed to the City;

NOW, THEREFORE, the City and the County do hereby agree as follows:

SECTION 1. AUTHORITY. The City, acting through its City Council, and the County, acting through its County Board of Supervisors, enter into this Agreement by virtue of the powers granted to them under Chapter 28E of the Iowa Code.

SECTION 2. PURPOSE. The purpose of this Agreement is to authorize the County Treasurer's Office to assist in the collection of delinquent parking fines by enacting a "stop" on the registered vehicle owner which will preclude them from renewing their motor vehicle(s) registration pursuant to Iowa Code Sections 321.40(4) and 321.236 until the City has confirmed the vehicle owner has satisfactorily addressed the delinquent fines.

SECTION 3. SERVICE AREA. The service area of this Agreement is within the incorporated area of the City.

SECTION 4. DUTIES. The City shall, prior to the 5th day of the month and when necessary, certify and provide to the County Treasurer a list of all persons with delinquent parking fines owed to the City. The City shall hold the County harmless and the City shall assume all liability for any failure to properly maintain ticket status information. The list shall include: Registered Owner(s), License Plate Number, and at least one citation number.

The County Treasurer's Office shall enter a "stop" on the Registered Owner(s) in the Iowa Department of Transportation (IDOT) system which precludes the owner(s) from renewing the

registration of any motor vehicles. The County Treasurer's Office will enforce the stop by refusing registration renewal to any applicant for whom the County Treasurer's Office has received certification that said applicant has one or more uncontested, delinquent parking tickets owed to the City.

The County Treasurer's Office will not collect any funds for the delinquent parking fines, but rather direct the applicant back to the City to remit the issue.

The City will contact the County Treasurer's Office through email immediately (with the exception of transactions that occur after 4:15 p.m., which may be communicated on the next business day) once a Registered Owner(s) with delinquent parking tickets has satisfied the delinquent fines and ask for the removal of the "stop" from the IDOT system. The County Treasurer's Office will immediately remove the "stop" and the Registered Owner(s) will be allowed to renew vehicle registrations again. The County Treasurer shall notify the City through email that the "stop" has been removed.

SECTION 5. COMPENSATION. The Treasurer's Office shall be permitted to receive \$5.00 from the City for administrative cost for each Registered Owner "stop" placed by the Treasurer's Office pursuant to Iowa Code Section 331.553(8). The Treasurer's Office shall send an invoice to the City by the 15th of each month; the City will provide payment within 30 days of the invoice.

SECTION 6. EFFECTIVE DATE. This agreement shall be effective upon its approval and execution by the City and the County and its recording with the County Recorder and the Secretary of State for the State of Iowa pursuant to the requirements of Code of Iowa, Chapter 28E.

SECTION 7. DURATION. This agreement shall be effective upon signature of both parties and continue until terminated.

SECTION 8. TERMINATION. Any party to this Agreement may terminate this Agreement by giving written notice to the other party at least ninety (90) days in advance of the date of termination. Should Iowa Code Sections 321.40(4) and 321.236 be struck or materially amended so as to prohibit the "stop" on registered vehicles for unpaid parking tickets, this agreement shall immediately terminate.

SECTION 9. NOTICE. Notice of certification of delinquent parking fines and certification of remittance of the delinquent parking fines sent from the City to the County will be emailed to Treasurer@StoryCountyIowa.gov.

Notices of invoice for the placement of "stops" shall be sent by the County to the City will be emailed to gstoll@huxleyiowa.org. The City may notify the County in writing to change the designated notification person.

SECTION 10. SAVINGS CLAUSE. If any section, provision, or part of this agreement shall be found to be unconstitutional, such finding shall not affect the validity of the agreement as a whole or any section, provision or part thereof not found to be invalid or unconstitutional.

SECTION 11. ENTIRE AGREEMENT. This agreement represents the entire agreement between the parties as to the subject of this agreement. Any subsequent modification to the terms of this agreement shall be in the form of a duly executed Addendum to this agreement.

SECTION 12. AMENDMENTS. This agreement may be amended at any time by mutual agreement of the parties. Any party desiring an amendment to this agreement shall notify the other party of its desire, and the reason for the request. Such a request shall be in writing to the other party, and shall be considered by the other party without unreasonable delay and within no more than (90) days of receipt.

SECTION 13. GOVERNING LAW. This agreement shall be governed by and interpreted under the laws of the State of Iowa.

SECTION 14. SIGNATURE PAGES. The parties agree that this agreement has attached to it signature pages which shall be assembled and filed together with the agreement and shall together constitute one and the same instrument. A completed copy of the agreement with executed signature pages shall be sent to each party.

CITY OF HUXLEY, IOWA

By: _____

Mayor

Attest: _____

City Clerk

STORY COUNTY IOWA

By: _____

Board of Supervisors, Chairperson

Attest: _____

Auditor



Housing Study & Needs Assessment

Story County, Iowa

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



APPROVED

DENIED

Accepted

Board Member Initials: gm
Meeting Date: 1-28-2020
Follow-up action: staff to develop contract

RDG...
PLANNING • DESIGN



December 13, 2019

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

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

Dear Selection Committee,

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

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

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

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

Sincerely,
RDG Planning & Design

Amy Haase, AICP
Principal



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CONTACT:
 Amy Haase, AICP
 Principal-in-Charge

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



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

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

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

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

Recognized Projects:

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

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





PROJECT MANAGER

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

EDUCATION:

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

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

REGISTRATIONS:

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

Housing Market Studies

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

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

Land Use and Comprehensive Planning

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

CONTACT:

Amy Haase, AICP
402.392.0133
ahaase@rdgusa.com



project approach & understanding



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

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

Project Management

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



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

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

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



Citizen Participation/Stakeholder Outreach

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



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

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



project approach & understanding

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

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

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

County responsibilities:

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

Discovery and Analysis

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

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



project approach & understanding

DEMOGRAPHIC AND ECONOMIC ATLAS

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

MARKET ASSESSMENT

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

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

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

Opportunities Map

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

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

County responsibilities: Review maps.

County Housing Needs Assessment

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

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

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

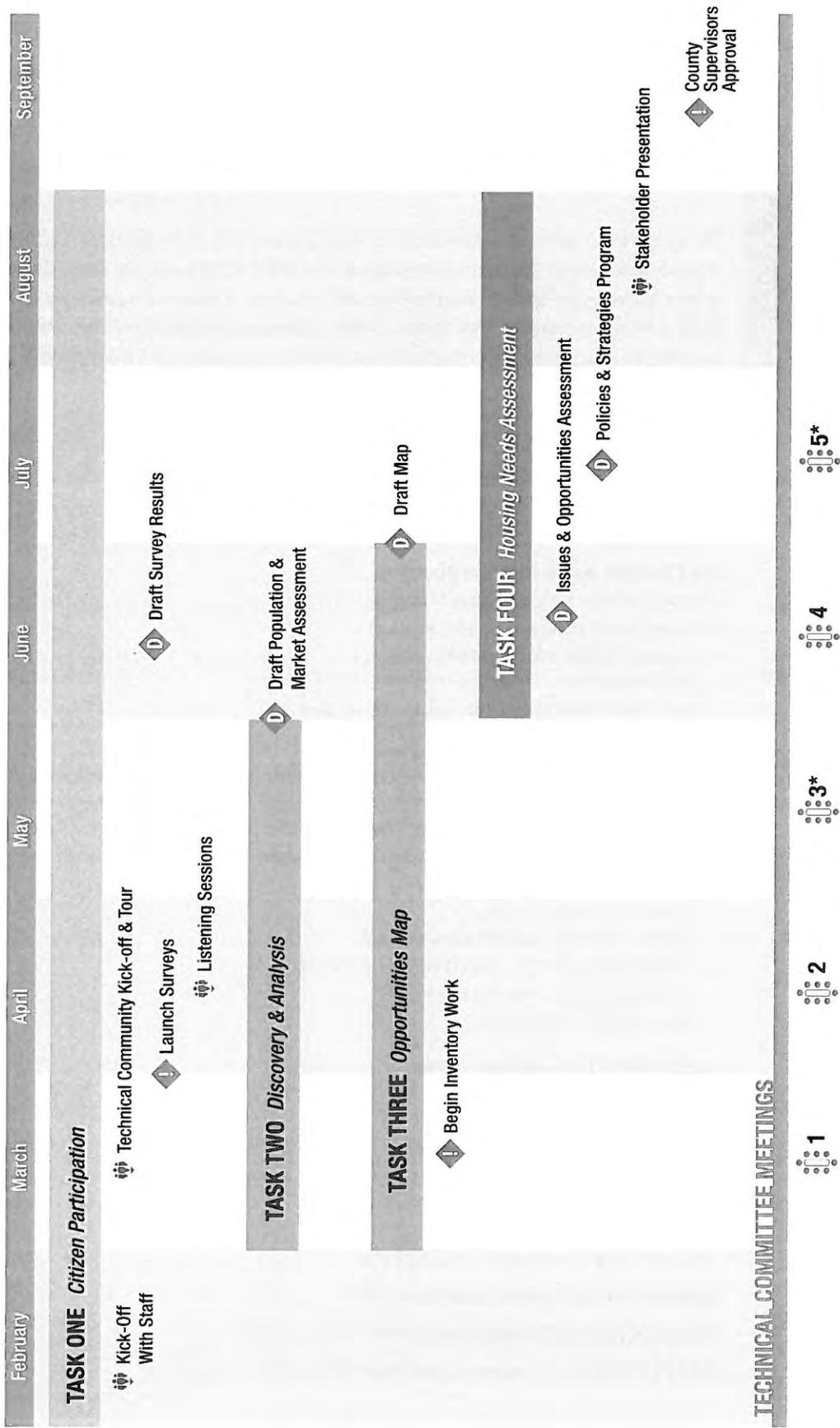
County responsibilities: Review material and coordinate presentation of the study to county supervisors.



SCHEDULE

STORY COUNTY HOUSING STUDY & NEEDS ASSESSMENT

🗓️ Land Use Workshop



🗓️ Public Meeting/Open House 🗓️ Committee Meeting 🗓️ Milestones 🗓️ Deliverables

🗓️ * Web-Conference



Charlie Cowell, AICP



ASSISTANT PROJECT MANAGER

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

EDUCATION:

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

2011
 University of Northern Iowa
 Bachelor of Arts, Economics

REGISTRATIONS:

American Institute of Certified Planners, 2016

AFFILIATIONS:

Member - American Planning Association, National and Iowa Chapter

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

Housing Market Studies

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

Land Use and Comprehensive Planning

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

Development Ordinance and Guidelines

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

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

Special District & Downtown Plans

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

Development Application Assistance - *Various*

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

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

*Indicates work completed while employed elsewhere

CONTACT:

Charlie Cowell, AICP
 515.288.3141
 ccowell@rdgusa.com



Martin H. Shukert, FAICP



REDEVELOPMENT SPECIALIST

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

EDUCATION:

1974
University of California-Berkeley,
Masters of Architecture

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

Magna Cum Laude

REGISTRATIONS:

2004
Fellow of the American
Institute of Certified Planners

1984
American Institute of
Certified Planners

PAST EXPERIENCE:

Planning and Community
Development Director
City of Omaha, NE

RECOGNITION:

2010
Induction into the Nebraska
Housing Hall of Fame

Innovative Housing Planning Programs

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

Land Use and Comprehensive Planning

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

Neighborhood Redevelopment Plans

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

Urban Design, Town Center, and Corridor Plans

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

CONTACT:

Marty Shukert, FAICP
402.392.0133
mshukert@rdgusa.com





GIS SPECIALIST

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

EDUCATION:

- 2014
University of Nebraska -
Lincoln, Bachelor of Science
in Environmental Studies
- 2018
University of Nebraska-Omaha,
Masters of Arts in Geography
- 2018
University of Nebraska-Omaha,
Graduate Certificate, Geographic
Information Science

Housing Studies

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

Land Use and Comprehensive Planning

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

Specialty Districts

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

Transportation and Mobility Studies

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

Corridor Redevelopment

- College Avenue - *Fayetteville, AR*

Park and Recreation Plans

- Grimes Parks Master Plan - *Grimes, IA*

CONTACT:

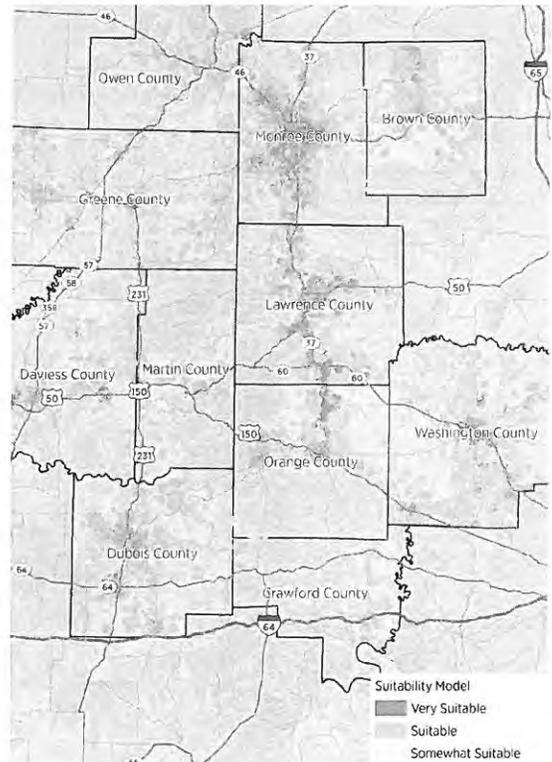
Brett Kelly
402.449.0862
bkelly@rdgusa.com



housing study experience

Indiana Uplands SOUTHERN INDIANA

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



REFERENCE:

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



housing study experience

Lincoln Affordable Housing Coordinated Action Plan

LINCOLN, NEBRASKA

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



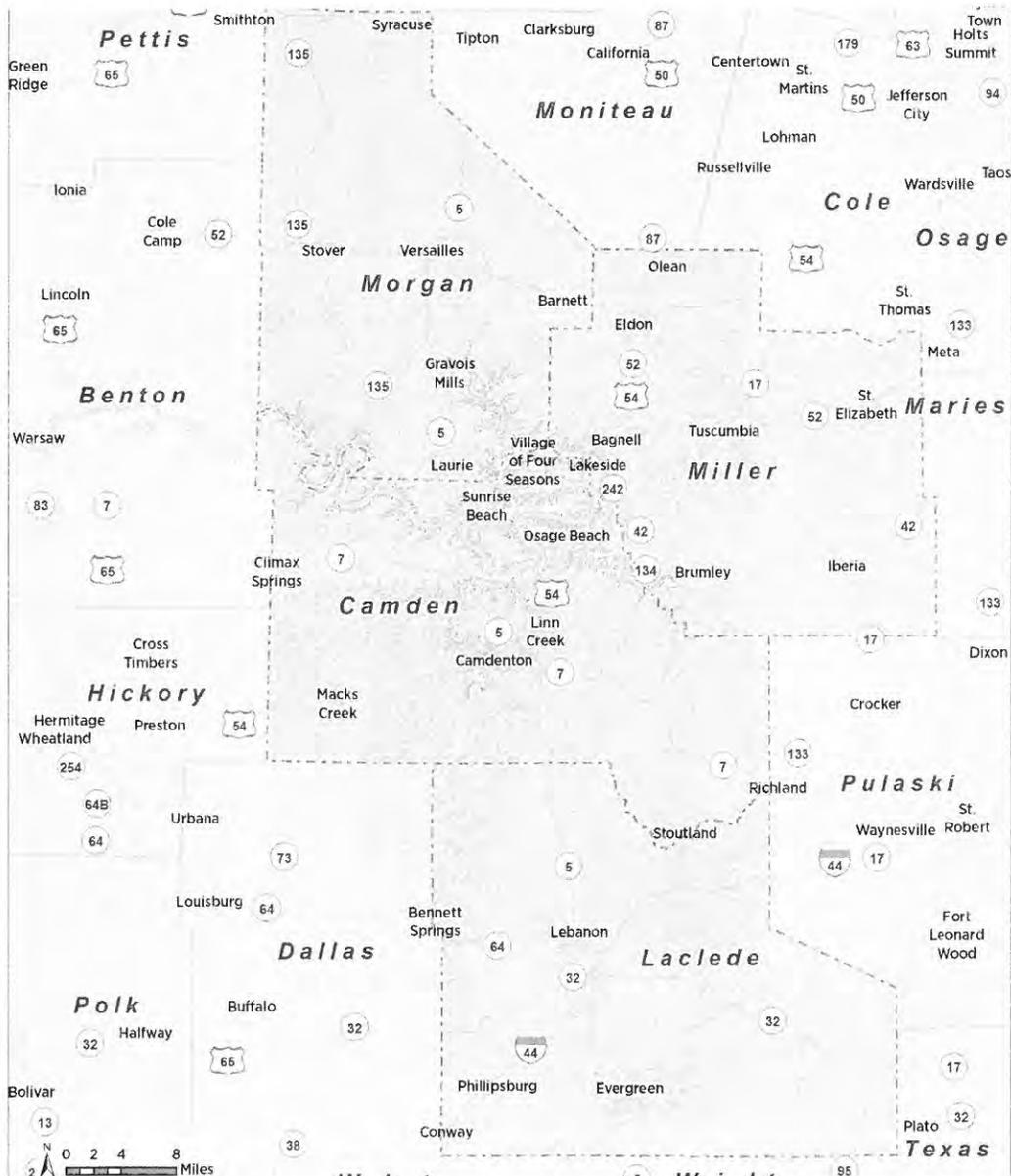
REFERENCE:
Wynn S. Hjermstad
Community Development
Manager
City of Lincoln, Urban
Development Department,
Livable Neighborhoods Division
555 S. 10th St., Suite 205
Lincoln, NE 68508
402.441.8211
whjermstad@lincoln.ne.gov

housing study experience

Lake of the Ozarks Regional Housing Study

MORGAN, MILLER, CAMDEN, AND LACLEDE COUNTIES, MISSOURI

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



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



community & regional planning

Iowa Housing Study DES MOINES, IOWA

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



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



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

PAUL BRISENO

City Manager

City of Brookings, South Dakota

pbrisenoc@cityofbrookings.org

605.692.6281

Projects:

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

JONAS ARJES

Taney County Housing Study

Executive Director

Taney County Partnership

jarjes@taneycountypartnership.com

417.337.250

TINA PETERSON

Indiana Uplands Regional Housing Strategy

President & CEO

Regional Opportunity Initiatives, Inc.

tinapeterson@regionalopportunityinc.org

812.287.8116



estimated costs

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

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

PAYMENT PROCESS

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



CAPITAL IMPROVEMENTS PLAN



STORY COUNTY, IOWA

with changes

APPROVED **DENIED**

Board Member Initials: *AM*

Meeting Date: 1-28-2020

Follow-up action: _____

DRAFT JANUARY 2020
Story County Board of Supervisors
900 6th Street
Nevada, Iowa 50201

www.storycountyiowa.gov



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CAPITAL IMPROVEMENTS PLAN

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Introduction

The Story County Capital Improvements Plan (CIP) is a multi-year guide to the construction and/or improvement of county facilities and the acquisition of equipment. Through the process of preparing and updating this CIP, the County meets the need for orderly maintenance of the County's physical assets. This CIP is intended to serve as a planning tool and is structured to present meaningful long-range perspective of the County's long-range capital needs and to be used as an implementation tool for the acquisition, development, construction, maintenance, and renovation of public facilities, infrastructure, and capital equipment.

The Story County Board of Supervisors first identified the development of this Plan in the May 2013 Strategic Plan adopted by the Board and have adopted a CIP each following year. The CIP runs on a fiscal year basis – July 1st through June 30th, and defines projects on a five year timeframe.

The CIP adopts the 5-Year Story County Secondary Road Construction Program, updated and adopted annually, by reference.

The following project timeframes are identified in this current CIP:

Current Projects	Those in the current FY cycle (FY20)
Year 1	FY 21: July 2020 – June 2021
Year 2	FY 22: July 2021 – June 2022
Year 3	FY 23: July 2022 – June 2023
Year 4	FY 24: July 2023 – June 2024
Year 5	FY 25: July 2024 – June 2025

CAPITAL IMPROVEMENTS PLAN



Process to Develop CIP

It is anticipated that the CIP is reviewed annually and is updated as necessary. Preparation of the CIP is an interactive process that takes approximately four to six months each cycle. The CIP is developed in a manner consistent with approved County financial policies that set guidelines for the CIP and for the funding of maintenance and replacement projects.

Elected Officials and Department Heads were asked to submit proposed projects in December 2019 in line with the initial budget preparations. County staff members reviewed proposed projects and identified those to recommend to the Board of Supervisors to include in the CIP. As budgets were prepared and submitted, additional projects were included as identified through the Board of Supervisors' worksessions in January 2020.

The projects are categorized beginning on page seven by year as noted above. The CIP is not meant to be a static document - it is intended to help the Board of Supervisors in their budgeting discussions and prioritization. As a guiding document, it may be amended as warranted.

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CAPITAL IMPROVEMENTS PLAN

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Terms and Definitions

Story County has defined key terms in order to help guide the development of this CIP.

Capital Assets

Capital assets include land, facilities, parks, playgrounds and outdoor structures, special projects from Secondary Roads, pedestrian and bicycle systems, water and sewer infrastructure, technology systems and equipment, and other items of value from which the County derives benefit for a significant number of years.

Capital Projects

Capital projects result in economic activities that lead to the acquisition, construction, or extension of the useful life of capital assets. They have a total project cost in the range of \$25,000 or more; range from construction of new buildings to renovations, additions, conversions, or demolitions of existing buildings; have a useful life of five years or longer, significantly extend the useful life of an asset, or significantly alter the nature and character of an asset (not to include annual asset maintenance costs, annual warranty costs or other ongoing costs.)

The CIP includes four different types of projects: equipment, new project/construction (and project continuation to following years), modification of existing project, and maintenance.

- ◆ **Equipment**

The proposed purchases/lease/rental of equipment, including vehicles, software, hardware, and other applications when the costs exceed \$75,000.

Projects such as new building(s), land acquisition, remodels, and related items costing over \$25,000 are included and identified in one the following three categories:

- ◆ **New Project/Construction**
- ◆ **Modification of Existing Project (includes project extension)**
- ◆ **Building Maintenance**

CAPITAL IMPROVEMENTS PLAN



Projects

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Projects are listed in order of potential fiscal year in which the project may be undertaken. However, as this is a dynamic document, project schedules may change and be moved up or down on the timeframe, due to many factors, such as budget, staffing, and priorities. Also, estimated amounts and potential funding sources are meant only as guidance in this document. Elected Officials, Department Heads, and the Board of Supervisors identify the projects and funding mechanisms in the annual budget process.

The following is a list of projects that have gone through the CIP process and have been completed:

- Motor Grader Leases
- Phone System Replacement
- Dakin's Lake Expansion
- CLP Admin Building Roof Replacement
- Security Cameras for County Buildings
- Justice Center Well-Field Buy-Out
- Praeri Rail Trail Extension Planning
- Body and In-Car Camera Lease Agreement
- Election Equipment
- Keyless Entry Panels Replacement
- Animal Shelter Purchase
- Hickory Grove Campground Shower Building and Storm Shelter Construction
- Paving of Grant Avenue from 190th to Gilbert City Limits
- Paving of 600th Avenue from US Hwy 30 to Lincoln Highway
- West 190th Bridge Replacement
- 660th Avenue Bridge Replacement
- Dakins Lake—Vault Toilet
- Core Switch Replacements
- Jordan Acres Land Acquisition
- Tandem Truck Purchase
- U.S.A.C.E Land Acquisition
- Phase 1 - Tedesco Environmental Learning Corridor—Design and Mobilization
- Human Services Center Generator
- Sensitive Areas Inventory Update (Phase 1)
- Secondary Roads Building Improvements—Roland and Kelley Sheds
- Animal Shelter Improvements—Phase 1 (Architectural/Engineering Design)
- Purchase and Installation of Emergency Communications Center Furniture
- Carroll Prairie Acquisition
- Net App Replacement



CAPITAL IMPROVEMENTS PLAN

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- Loader Purchase
- Animal Shelter Improvements—Phase 2 (Construction to Architectural Specifications)
- Praeri Rail Trail Extension Construction
- Hickory Grove Watershed Improvement Project (Managed by IDNR) and Trail Extension
- Heart of Iowa Nature Trail Paving Phase 1 (Construction)
- Sensitive Areas Inventory Update (Phase 2)
- Phase 2 —Tedesco Environmental Learning Corridor Construction
- Hickory Grove Beach House
- McFarland Park – Sidewalk Improvements
- Justice Center Roof Replacement Project
- e-Pollbooks
- IRVM Spray Truck
- IRVM Building Addition
- Justice Center HVAC Replacement—Phase 1
- IT Server Room Heat Pump Replacements
- Tractor with Mower
- Dump Truck Purchases (3 units)

CAPITAL IMPROVEMENTS PLAN



Projects—Fiscal Year 2020 *Current Year*

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Department **Animal Control**

Project Name	Animal Shelter Livestock Building
<i>Type of Project</i>	New Project/Construction
<i>Potential Funding Source(s)</i>	Friends of Animals Fund
<i>Estimated Budget Amount</i>	\$42,000

Department **Conservation**

Project Name	U.S.A.C.E Land Acquisition
<i>Type of Project</i>	New Project/Construction - Continuation
<i>Potential Funding Source(s)</i>	Energy Transfer Fund
<i>Estimated Budget Amount</i>	\$36,000

Project Name	Hickory Grove Sewer
<i>Type of Project</i>	New Project/Construction
<i>Potential Funding Source(s)</i>	Conservation Reserve
<i>Estimated Budget Amount</i>	\$50,000

Project Name	Phase 3 —Tedesco Environmental Learning Corridor Construction
<i>Type of Project</i>	New Project/Construction - Continuation
<i>Potential Funding Source(s)</i>	TIF Revenue Bond, REAP
<i>Estimated Budget Amount</i>	\$1,758,050

Project Name	Renewable Energy Cabin Study
<i>Type of Project</i>	New Project/Construction
<i>Potential Funding Source(s)</i>	General Fund
<i>Estimated Budget Amount</i>	Up to \$60,000 (TBD)

CAPITAL IMPROVEMENTS PLAN



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Projects—Fiscal Year 2021

Department	Conservation
Project Name	McFarland Park - Lake Restoration (Design)
<i>Type of Project</i>	New Project/Construction
<i>Potential Funding Source(s)</i>	General Fund, IDNR
<i>Estimated Budget Amount</i>	\$50,000
Project Name	Heart of Iowa Nature Trail Paving Phase 2 (Construction)
<i>Type of Project</i>	New Project/Construction
<i>Potential Funding Source(s)</i>	State and Federal Grants, General Fund , Energy Transfer Fund
<i>Estimated Budget Amount</i>	\$1,077,000
Project Name	Heart of Iowa Nature Trail Paving (in Slater)
<i>Type of Project</i>	New Project/Construction
<i>Potential Funding Source(s)</i>	General Fund, State and Federal Grants
<i>Estimated Budget Amount</i>	\$132,000
Project Name	Hickory Grove Park - Road Resurfacing
<i>Type of Project</i>	New Project/Construction
<i>Potential Funding Source(s)</i>	General Fund
<i>Estimated Budget Amount</i>	\$180,000
Project Name	West Peterson Park Vault Toilet
<i>Type of Project</i>	New Project/Construction
<i>Potential Funding Source(s)</i>	REAP
<i>Estimated Budget Amount</i>	\$52,000
Project Name	U.S.A.C.E Land Acquisition
<i>Type of Project</i>	New Project/Construction - Continuation
<i>Potential Funding Source(s)</i>	Conservation Reserve, General Fund
<i>Estimated Budget Amount</i>	\$46,000
Project Name	Hickory Grove Sewer
<i>Type of Project</i>	New Project/Construction
<i>Potential Funding Source(s)</i>	Conservation Reserve
<i>Estimated Budget Amount</i>	\$700,000

CAPITAL IMPROVEMENTS PLAN



Projects—Fiscal Year 2020 *Current Year*

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Department Facilities Management

Project Name	Justice Center HVAC Equipment Replacement—Phase 1
<i>Type of Project</i>	Maintenance
<i>Potential Funding Source(s)</i>	General Fund
<i>Estimated Budget Amount</i>	\$434,000

Department Secondary Roads

Project Name	Motor Grader Lease
<i>Type of Project</i>	Equipment
<i>Potential Funding Source(s)</i>	Rural Fund
<i>Estimated Budget Amount</i>	\$250,000

Department Sheriff, Facilities, Conservation, Secondary Roads, Board of Supervisors

Project Name	Countywide Interoperable Communications System
<i>Type of Project</i>	New Project/Construction
<i>Potential Funding Source(s)</i>	General Fund (bonded)
<i>Estimated Budget Amount</i>	\$1,500,000

FISCAL YEAR 2020 - TOTAL PROJECTS \$4,130,050

CAPITAL IMPROVEMENTS PLAN



Projects—Fiscal Year 2021

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Department

Facilities Management

Project Name	Justice Center HVAC Replacement Phase 2/Phase 3 Engineering
Type of Project	Maintenance
Potential Funding Source(s)	General Fund
Estimated Budget Amount	\$490,000

Project Name	County Wide Space Needs Study
Type of Project	New Project/Construction
Potential Funding Source(s)	General Fund
Estimated Budget Amount	\$35,000

Project Name	Administration Building Generator Capacity Increase
Type of Project	New Project/Construction
Potential Funding Source(s)	General Fund, Grants
Estimated Budget Amount	\$633,000

Project Name	Story County Attorney Remodel
Type of Project	Modification of Existing Project
Potential Funding Source(s)	General Fund, Fines Recovery
Estimated Budget Amount	\$629,000

*Planning \$45,000 FY21
— const. FY22*

Department

Information Technology

Project Name	NetApp Storage Device
Type of Project	Equipment
Potential Funding Source(s)	General Fund
Estimated Budget Amount	\$85,000

Department

Secondary Roads

Project Name	Motor Grader Lease
Type of Project	Equipment
Potential Funding Source(s)	Rural Fund
Estimated Budget Amount	\$250,000



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Projects—Fiscal Year 2021

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Department Secondary Roads—continued

Project Name Excavator Purchase

Type of Project Equipment

Potential Funding Source(s) Secondary Roads Fund

Estimated Budget Amount \$315,000

Department Sheriff, Facilities, Conservation, Secondary Roads, Board of Supervisors

Project Name Countywide Interoperable Communications System

Type of Project New Project/Construction

Potential Funding Source(s) General Fund (bonded)

Estimated Budget Amount \$1,115,134

FISCAL YEAR 2021 - TOTAL PROJECTS \$5,789,134



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Projects—Fiscal Year 2022

Department

Conservation

Project Name

Hanums Mill Lowhead Dam Restoration

Type of Project

New Project/Construction

Potential Funding Source(s)

General Fund, IDNR, Energy Transfer Fund

Estimated Budget Amount

\$500,000

Project Name

Hickory Grove Park—Road Resurfacing

Type of Project

New Project/Construction

Potential Funding Source(s)

General Fund

Estimated Budget Amount

\$600,000

Project Name

McFarland Park—Lake Restoration (Construction)

Type of Project

New Project/Construction

Potential Funding Source(s)

General Fund, IDNR

Estimated Budget Amount

\$500,000

Project Name

Oriole Ridge Lodge Restroom

Type of Project

New Project/Construction

Potential Funding Source(s)

General Fund, Conservation Reserve

Estimated Budget Amount

\$80,000

Project Name

Hickory Grove Primitive Campground Restroom

Type of Project

New Project/Construction

Potential Funding Source(s)

General Fund, Conservation Reserve

Estimated Budget Amount

\$80,000



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Projects—Fiscal Year 2022

Department Conservation—continued

Project Name Hickory Grove Campground Design
Type of Project New Project/Construction
Potential Funding Source(s) General Fund, Conservation Reserve
Estimated Budget Amount \$80,000

Project Name Shelter/Gathering Area at West Peterson Park

Type of Project New Project/Construction
Potential Funding Source(s) General Fund
Estimated Budget Amount \$40,000

Project Name TELC Improvements—Parking Lot, Restroom, Storage Shed

Type of Project New Project/Construction
Potential Funding Source(s) General Fund, Grants, TIF
Estimated Budget Amount \$460,000

Project Name Skunk River Water Trail Access Improvement

Type of Project New Project/Construction
Potential Funding Source(s) Grants
Estimated Budget Amount \$50,000

Project Name Skunk River Greenbelt Acquisition—South

Type of Project New Project/Construction
Potential Funding Source(s) Conservation Trust Fund
Estimated Budget Amount \$90,000 (total project cost FY22-27 is \$540,000)



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Projects—Fiscal Year 2022

Department	Facilities Management
<i>Project Name</i>	Justice Center HVAC Replacement Phase 3
<i>Type of Project</i>	Maintenance
<i>Potential Funding Source(s)</i>	General Fund
<i>Estimated Budget Amount</i>	\$640,000
<i>Project Name</i>	Justice Center Fire Alarm Replacement
<i>Type of Project</i>	New Project/Construction
<i>Potential Funding Source(s)</i>	General Fund
<i>Estimated Budget Amount</i>	\$57,000
Department	Secondary Roads
<i>Project Name</i>	Motor Grader Lease
<i>Type of Project</i>	Equipment
<i>Potential Funding Source(s)</i>	Rural Fund
<i>Estimated Budget Amount</i>	\$250,000
Department	Sheriff's Office
<i>Project Name</i>	Multi-Purpose Training Facility
<i>Type of Project</i>	New Project/Construction
<i>Potential Funding Source(s)</i>	General Fund
<i>Estimated Budget Amount</i>	\$TBD (Dependent on County Wide Space Needs Study)

FISCAL YEAR 2022 - TOTAL PROJECTS \$3,427,000



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Projects—Fiscal Year 2023

Department Conservation

Project Name Skunk River Greenbelt Acquisition—South

Type of Project New Project/Construction

Potential Funding Source(s) Conservation Trust Fund

Estimated Budget Amount \$90,000 (total project cost FY22-27 is \$540,000)

Project Name Hickory Grove Park - Road Resurfacing

Type of Project New Project/Construction

Potential Funding Source(s) General Fund

Estimated Budget Amount \$175,000

Department Facilities Management

Project Name Justice Center Outbuilding Storage Construction

Type of Project New Project/Construction

Potential Funding Source(s) General Fund

Estimated Budget Amount \$675,000

Project Name Administration Building Infill Addition—~~Planning and Study~~

Type of Project Modification of Existing Project

Potential Funding Source(s) General Fund

Estimated Budget Amount \$1,500,000



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Projects—Fiscal Year 2023

Department	Facilities Management
	—continued

<i>Project Name</i>	Justice Center, Courthouse and Building Security, Sheriff Climate Controlled Storage Construction
<i>Type of Project</i>	Modification of Existing Project
<i>Potential Funding Source(s)</i>	General Fund
<i>Estimated Budget Amount</i>	\$1,900,000

Department	Secondary Roads
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<i>Project Name</i>	Motor Grader Lease
<i>Type of Project</i>	Equipment
<i>Potential Funding Source(s)</i>	Rural Fund
<i>Estimated Budget Amount</i>	\$250,000

Department	Sheriff's Office
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<i>Project Name</i>	Mobile Computers with Accessories
<i>Type of Project</i>	Equipment + install.
<i>Potential Funding Source(s)</i>	General Fund
<i>Estimated Budget Amount</i>	\$137,500 → \$163,500

Project Name	Range Grounds Improvements
--------------	----------------------------

<i>Type of Project</i>	New Project/Construction
<i>Potential Funding Source(s)</i>	General Fund
<i>Estimated Budget Amount</i>	\$90,000

FISCAL YEAR 2023 - TOTAL PROJECTS \$4,817,500



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Projects—Fiscal Year 2024

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Department

Conservation

Project Name

Skunk River Greenbelt Acquisition—South

Type of Project

New Project/Construction

Potential Funding Source(s)

Conservation Trust Fund

Estimated Budget Amount

\$90,000 (total project cost FY22-27 is \$540,000)

Department

Secondary Roads

Project Name

Motor Grader Lease

Type of Project

Equipment

Potential Funding Source(s)

Rural Fund

Estimated Budget Amount

\$250,000

FISCAL YEAR 2024 - TOTAL PROJECTS \$340,000



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Projects—Fiscal Year 2025

Department	Conservation
<i>Project Name</i>	Skunk River Greenbelt Acquisition—South
<i>Type of Project</i>	New Project/Construction
<i>Potential Funding Source(s)</i>	Conservation Trust Fund
<i>Estimated Budget Amount</i>	\$90,000 (total project cost FY22-27 is \$540,000)
Department	Facilities Management
<i>Project Name</i>	Human Services Center - New Roof and ERV
<i>Type of Project</i>	Maintenance
<i>Potential Funding Source(s)</i>	General Fund
<i>Estimated Budget Amount</i>	TBD
<i>Project Name</i>	Justice Center Parking Lot Resurfacing
<i>Type of Project</i>	New Project/Construction
<i>Potential Funding Source(s)</i>	General Fund
<i>Estimated Budget Amount</i>	\$132,000
Department	Secondary Roads
<i>Project Name</i>	Motor Grader Lease
<i>Type of Project</i>	Equipment
<i>Potential Funding Source(s)</i>	Rural Fund
<i>Estimated Budget Amount</i>	\$250,000



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Projects—Fiscal Year 2025

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Department	Sheriff's Office
<i>Project Name</i>	Patrol and Investigations Recording Equipment
<i>Type of Project</i>	Equipment + installation
<i>Potential Funding Source(s)</i>	General Fund
<i>Estimated Budget Amount</i>	\$221,000 #257,500

FISCAL YEAR 2024- TOTAL PROJECTS \$693,000



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Offices and Departments	Project Name	Type of Project	Fiscal Year	Estimated Budget Amount	Potential Funding Source(s)
Animal Control	Animal Shelter Livestock Building	New Project or Construction	2020	\$42,000	Friends of Animals Fund
	Animal Control FY20 Project Total			\$42,000	
Conservation	U.S.A.C.E Land Acquisition	New Project or Construction (Continuation)	2020	\$36,000	Energy Transfer Fund
	Hickory Grove Sewer	New Project or Construction	2020	\$50,000	Conservation Reserve
	Phase 3— Tedesco Environmental Learning Corridor Construction	New Project or Construction (Continuation)	2020	\$1,758,050	TIF Revenue Bond, REAP
	Renewable Energy Cabin Study	New Project or Construction	2020	\$60,000	General Fund
	Conservation FY20 Project Total			\$1,904,050	
	McFarland Park - Lake Restoration	New Project or Construction	2021	\$50,000	General Fund, IDNR
	Heart of Iowa Nature Trail Paving Phase 2 (Construction)	New Project or Construction	2021	\$1,077,000	State and Federal Grants, Energy Transfer Fund, General Fund
	Heart of Iowa Nature Trail Paving (In Slater)	New Project or Construction	2021	\$132,000	General Fund, State and Federal Grants
	Hickory Grove Park - Road Resurfacing	New Project or Construction	2021	\$180,000	General Fund
	West Peterson Park Vault Toilet	New Project or Construction	2021	\$52,000	REAP



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Offices and Departments	Project Name	Type of Project	Fiscal Year	Estimated Budget Amount	Potential Funding Source(s)	
Conservation	U.S.A.C.E. Land Acquisition	New Project or Construction (Continuation)	2021	\$46,000	Conservation Reserve, General Fund	
	Hickory Grove Sewer	New Project or Construction	2021	\$700,000	Conservation Reserve	
	Conservation FY21 Project Total			\$2,237,000		
	Hanums Mill Lowhead Dam Restoration	New Project or Construction	2022	\$500,000	General Fund, IDNR, Energy Transfer Fund	
	Hickory Grove Park—Road Resurfacing	New Project or Construction	2022	\$600,000	General Fund	
	McFarland Park—Lake Restoration (Construction)	New Project or Construction	2022	\$500,000	General Fund, IDNR	
	Oriole Ridge Lodge Restroom	New Project or Construction	2022	\$80,000	General Fund, Conservation Reserve	
	Hickory Grove Primitive Campground Restroom	New Project or Construction	2022	\$80,000	General Fund, Conservation Reserve	
	Hickory Grove Campground Design	New Project or Construction	2022	\$80,000	General Fund, Conservation Reserve	
	Shelter/ Gathering Area at West Peterson Park	New Project or Construction	2022	\$40,000	General Fund	
	TELC Improvements —Parking Lot, Restroom, Storage Shed	New Project or Construction	2022	\$460,000	General Fund, Grants, TIF	



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Offices and Departments	Project Name	Type of Project	Fiscal Year	Estimated Budget Amount	Potential Funding Source(s)	
Conservation	Skunk River Water Trail Access Improvement	New Project or Construction	2022	\$50,000	Grants	
	Skunk River Greenbelt Acquisition—South	New Project or Construction	2022	\$90,000	Conservation Trust Fund	
	Conservation FY22 Project Total			\$2,480,000		
	Skunk River Greenbelt Acquisition—South	New Project or Construction	2023	\$90,000	Conservation Trust Fund	
	Hickory Grove Park - Road	New Project or Construction	2023	\$175,000	General Fund	
	Conservation FY23 Project Total			\$265,000		
	Skunk River Greenbelt Acquisition—South	New Project or Construction	2024	\$90,000	Conservation Trust Fund	
	Conservation FY24 Project Total			\$90,000		
	Skunk River Greenbelt Acquisition—South	New Project or Construction	2025	\$90,000	Conservation Trust Fund	
	Conservation FY25 Project Total			\$90,000		
Facilities Management	Justice Center HVAC Replacement - Phase 1	Maintenance	2020	\$434,000	General Fund	
	Facilities Management FY20 Project Total			\$434,000		



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Offices and Departments	Project Name	Type of Project	Fiscal Year	Estimated Budget Amount	Potential Funding Source(s)
Facilities Management	Justice Center HVAC Replacement - Phase 2/Phase 3 Engineering	Maintenance	2021	\$490,000	General Fund
	County Wide Space Needs Study	New Project or Construction	2021	\$35,000	General Fund
	Administration Building Generator Capacity Increase	New Project or Construction	2021	\$633,000	General Fund
	Story County Attorney Remodel	Modification of Existing Project	2021	\$629,000	General Fund, Fines Recovery
	Facilities Management FY21 Project Total			\$1,787,000	
	Justice Center HVAC Replacement - Phase 3	Maintenance	2022	\$640,000	General Fund
	Justice Center Fire Alarm Replacement	New Project or Construction	2022	\$57,000	General Fund
	Facilities Management FY22 Project Total			\$697,000	
	Justice Center Outbuilding Storage Construction	New Project or Construction	2023	\$675,000	General Fund
	Administration Building Infill Addition— Planning and Study	Modification of Existing Project	2023	\$1,500,000	General Fund



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Offices and Departments	Project Name	Type of Project	Fiscal Year	Estimated Budget Amount	Potential Funding Source(s)
Facilities Management	Justice Center, Courthouse and Building Security, Sheriff Climate Controlled Storage Construction	Modification of Existing Project	2023	\$1,900,000	General Fund
	Facilities Management FY23 Project Total			\$ 4,075,000	
	Human Services Center - New Roof and ERV	Maintenance	2025	TBD	General Fund
	Justice Center Parking Lot Resurfacing	New Project or Construction	2025	\$132,000	General Fund
	Facilities Management FY25 Project Total			TBD	
Information Technology	NetApp Storage Device	Equipment	2021	\$85,000	General Fund
	Information Technology FY21 Project Total			\$85,000	
Secondary Roads	Motor Grader Lease	Equipment	2020	\$250,000	Rural Fund
	Secondary Roads FY20 Project Total			\$250,000	
	Motor Grader Lease	Equipment	2021	\$250,000	Rural Fund
	Excavator Purchase	Equipment	2021	\$315,000	General Fund
	Secondary Roads FY21 Project Total			\$565,000	

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Offices and Departments	Project Name	Type of Project	Fiscal Year	Estimated Budget Amount	Potential Funding Source(s)
Secondary Roads	Motor Grader Lease	Equipment	2022	\$250,000	Rural Fund
	Secondary Roads FY22 Project Total			\$250,000	
	Motor Grader Lease	Equipment	2023	\$250,000	Rural Fund
	Secondary Roads FY23 Project Total			\$250,000	
	Motor Grader Lease	Equipment	2024	\$250,000	Rural Fund
	Secondary Roads FY24 Project Total			\$250,000	
	Motor Grader Lease	Equipment	2025	\$250,000	Rural Fund
	Secondary Roads FY25 Project Total			\$250,000	
Sheriff, Facilities, Conservation, Secondary Roads, Board of Supervisors	Countywide Interoperable Communications System	New Project or Construction	2020	\$1,500,000	General Fund (bonded)
	Sheriff, Facilities, Conservation, Secondary Roads, Board of Supervisors FY20 Project Total			\$1,500,000	
	Countywide Interoperable Communications System	New Project/ Construction - Continuation	2021	\$1,115,134	General Fund (bonded)
	Sheriff, Facilities, Conservation, Secondary Roads, Board of Supervisors FY21 Project Total			\$1,115,134	
Sheriff	Multi-Purpose Training Facility	New Project or Construction	2022	TBD	General Fund
	Sheriff FY22 Project Total			TBD	



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Offices and Departments	Project Name	Type of Project	Fiscal Year	Estimated Budget Amount	Potential Funding Source(s)
Sheriff	Mobile Computers with	Equipment	2023	\$137,500	General Fund
	Range Grounds Improvement	New Project or Construction	2023	\$90,000	General Fund
	Sheriff FY23 Project Total			\$227,500	
	Patrol and Investigations Recording Equipment	Equipment	2025	\$221,000	General Fund
	Sheriff FY25 Project Total			\$221,000	

CAPITAL IMPROVEMENTS PLAN



The Board of Supervisors adopted the first Capital Improvements Plan for Story County in February 2014. The steps towards the CIP adoption and implementation started in May 2013, with the identification of the CIP on the Board's Strategic Plan, stating:

Develop Capital Improvements Program

Benefits: Better schedule public improvements that require more than one year to construct. Provide an opportunity for long-range financial planning and management.

The adopted CIP runs on a fiscal year basis – July 1st through June 30th, and defines projects on a five year timeframe. It will be reviewed annually and updated as necessary.



Lauris Olson



Linda Murken



Lisa Heddens

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CAPITAL IMPROVEMENTS PLAN TIMEFRAME FY2021-2025

Timeframe	Tasks	Comments
October 15, 2019	BOS Approve Forms, Process and Timeline	
October 15 th - December 6 th	CIP Request Forms prepared by EO/DH	Forms are due on or before 5:00 pm on Friday, December 6, 2019 – submitted to Leanne Harter
<i>From December 4 – 6: staff available to discuss projects and finalize paperwork.</i>		
Week of December 9 th	CIP Review Committee Meeting #1	Initial review of projects and existing CIP and budget discussion
December 12 th	Worksession with BOS	
December 17 th – 20 th	CIP Review Committee Meeting #2	Discussion of projects to be included
Draft CIP prepared and distributed for BOS Budget Worksessions		Distributed prior to January 3, 2020
January 8, 2020	CIP Budget worksession with BOS	Additional discussions on the projects will occur through the individual worksessions as well.
Week of January 13 th	Staff compile changes to Draft CIP	
January 28, 2020	BOS review of Draft CIP	Discussion and direction to seek public input
January 28, 2020 – March 3, 2020	Public Comment Period	
March 3, 2020	BOS review of public input	Direction on revisions to be brought forth on March 24 or 31, 2020 (at same time of budget hearing)
March 24 or 31, 2020	Formal Adoption of CIP	Formal action occurs after adoption of the budget
Formal CIP Adoption - runs on a fiscal year basis.		
Project Timeframes		
FY20	July 2019 – June 2020	Current Year
FY21	July 2020 – June 2021	Year 1
FY22	July 2021 – June 2022	Year 2
FY23	July 2022 – June 2023	Year 3
FY24	July 2023 – June 2024	Year 4
FY25	July 2024 – June 2025	Year 5