

The Board of Supervisors met on 6/19/18 at 10:00 a.m. in the Story County Administration Building. Members present: Marty Chitty, Lauris Olson, and Rick Sanders, with Sanders presiding. (all audio of meetings available at storycountyiowa.gov). Sanders stated to move Emergency Management quarterly report to the beginning of the meeting.

**EMERGENCY MANAGEMENT QUARTERLY REPORT** – Keith Morgan, Director, reported on an increase in responses due to severe weather and flooding. Morgan reported on planning, operations, local community emergency planning, and various trainings.

**AGREEMENT BETWEEN BOOST TOGETHER FOR CHILDREN AND STORY COUNTY FOR THE FISCAL AGENT AGREEMENT, EFFECTIVE 7/1/18-6/30/19, AND THE ANNUAL REPORT** – Marion Kresse, Director of BooSt, reported the BooSt Board recommends renewing the fiscal agency agreement with Story County. Kresse provided statistics from the fiscal year. Discussion took place. Kresse stated the agreement reflects the three percent charge. Olson moved, Chitty seconded the approval of the Agreement between BooSt Together for Children and Story County for Fiscal Agent Agreement, effective 7/1/18-6/30/19. Motion carried unanimously (MCU) on a roll call vote.

**JUVENILE COURT SERVICES RECOMMENDATION TO TRANSFER A PORTION OF YOUTH AND SHELTER SERVICES (YSS) SERVICES FUNDING TO THE FY20 ANALYSIS OF SOCIAL SERVICES EVALUATION TEAM (ASSET) PROCESS** – Sanders provided an overview. Jerome Rewerts, Juvenile Court Services Director, reported on meetings. Deb Schildroth, External Operations and County Services Director, reported the request is similar to one in 2015. She provided detail on the ASSET funding process. Andrew Allen, YSS, reported on needed services. Discussion took place. Lisa Markley, Assistant Auditor, reported on the substance abuse grant. Chitty moved, Olson seconded the approval of Juvenile Court Services to Transfer a Portion of YSS Services Funding to the FY20 ASSET Process. Roll call vote. (MCU)

**YOUTH AND SHELTER SERVICES (YSS)** - Andrew Allen reported on statistics, programs, employees, accreditation, strategic planning, financial changes, and the recovery center. YSS staff provided additional detail on several programs. **MINUTES:** 6/5/18 and 6/12/18 Minutes, and 6/12/18 Primary Election Canvass Minutes – Chitty moved, Olson seconded the approval of all Minutes as presented. Roll call vote. (MCU)

**PERSONNEL ACTIONS:** 1) new hire in a) Recorder, effective 6/20/18, for Julie Steinfeldt @ \$16.39/hr; b) Sheriff's Office, effective 6/25/18, for Jalen Townsell @ \$1,712.80/bw; 2) pay adjustment, effective 6/24/18, in a) Animal Control for Sue McCaskey @ \$2,783.86/bw; b) Recorder's Office, effective 6/24/18, for Julie Steinfeldt @ \$16.72/hr; c) Sheriff's Office, effective 7/8/18, for Brett Sink @ \$2,206.40/bw. Olson moved, Chitty moved approval of the Personnel Actions as presented. Roll call vote. (MCU)

Chitty moved, Olson seconded the approval of consent agenda as presented.

1. Regular meeting of the Board on 8/21/18 as Limited Agenda only [as defined in the 1/3/17 Minutes]
2. Parking Lot Use for Lincoln Highway Days on 8/25/18 from 9:00 am to 6:00 pm
3. Application for Permit to Use or Explode Display Fireworks at Twin Anchors Golf Course, 68030 US Highway 30, Colo, on 6/30/18 at dusk with a rain date of 6/31/18
4. Agreement with Electronic Engineering for tower space rental for Facilities Management radio antenna, effective 7/1/18, for \$4,200.00 a year
5. Contract between Iowa State University and Story County for law enforcement services, effective 7/1/18-6/30/19, for \$65.00 per hour per officer
6. Road Closure Resolution: #18-35
7. Utility Permit: #18-105

Roll call vote. (MCU)

**RESOLUTION #18-119, APPROPRIATIONS AMENDMENT** – Lisa Markley, Assistant Auditor, reported on the amendment of \$82,000.00. Olson moved, Chitty seconded the approval of Resolution #18-119, Appropriations Amendment as presented. Roll call vote. (MCU)

**RESTRICTIONS ON TEMPORARY STRUCTURES AND VENDORS ALONG STORY COUNTY ROADWAY RIGHTS-OF-WAY DURING THE REGISTER'S ANNUAL GREAT BIKE RIDE ACROSS IOWA (RAGBRAI) (AFTER 21-DAY REVIEW)** – Sanders clarified the measure is to keep vendors out of the rights-of-way, ensuring activity takes place well away from the road. Olson moved, Chitty seconded the approval to Restrict Temporary Structures and Vendors along Story County Roadway Rights-of-Way during RAGBRAI (after 21-day review). Roll call vote. (MCU)

**REPLACEMENT HEAT PUMP AT THE JUSTICE CENTER BY MECHANICAL COMFORT FOR \$5,407.00 (UN-BUDGETED)** – Sanders provided detail on the age of the building and maintenance efforts. Joby Brogden, Facilities Management Director, reported parts are no longer available for this equipment, hence replacement. Chitty moved, Olson seconded the approval of the Replacement Heat Pump at the Justice Center by Mechanical Comfort for \$5,407.00. Roll call vote. (MCU)

**HAZARD MITIGATION PLAN STRATEGIES** – Leanne Harter, County Outreach and Special Projects Manager, reported on risk assessment, goals, current mitigation strategies, and next steps. Discussion took place regarding water quality. Harter was directed to return to a future Board meeting.

**DIRECTION REGARDING FY19 CONTRACTS FOR ECONOMIC DEVELOPMENT PLANNING AND WORKFORCE DEVELOPMENT SERVICES WITH AMES ECONOMIC DEVELOPMENT COMMISSION** –

Leanne Harter, County Outreach and Special Projects Manager, reviewed changes in the draft document. Discussion took place. Harter was directed to return to a future Board meeting with a Consent Agenda item.

Sanders recessed the meeting at 12:19 p.m.; he reconvened the Board at 12:21 p.m.

**RESOLUTION #18-118, DOUGHERTY'S RESIDENTIAL PARCEL SUBDIVISION** – Amelia Schoeneman, County Planner, reported on property information, relevant regulations, process, analysis, recommendations, and alternatives. Chitty moved, Olson seconded the approval of Resolution #18-118, Dougherty's Residential Parcel Subdivision as presented. Roll call vote. (MCU)

**RESOLUTION #18-117, PHEASANT RUN RESIDENTIAL PARCEL SUBDIVISION** – Ryan Schweitzer, Planning and Development Intern, reported on reported on property information, relevant regulations, process, analysis,

recommendations, and alternatives. Chitty moved, Olson seconded the approval of Resolution #18-117, Pheasant Run Residential Parcel Subdivision as presented. Roll call vote. (MCU)

STRATEGIC PLAN PROCESS OVERVIEW AND DISCUSSION – Clint Sloss, JEO Consulting, reported on timeline and process. Terry Meier, JEO Consulting, reported on feedback from department heads and elected officials, budget, and prioritization of goals. Discussion took place. Leanne Harter, County Outreach and Special Projects Manager, asked the Board for direction. Sanders detailed next steps.

LIAISON ASSIGNMENTS, COMMITTEE MEETINGS UPDATES, AND ANNOUNCEMENTS FROM THE SUPERVISORS: Olson and Chitty reported on multiple meetings. Sanders reported on storm/flood damage at the Tedesco Environmental Learning Center.

Chitty moved, Olson seconded to adjourn at 12:55 p.m. Roll call vote. (MCU)

Story County  
Board of Supervisors Meeting  
Agenda  
6/19/18

1. CALL TO ORDER: 10:00 A.M.
2. PLEDGE OF ALLEGIANCE:
3. PUBLIC COMMENT #1:  
This comment period is for the public to address topics on today's agenda
4. Consideration Of Agreement Between BooSt Together For Children & Story County For The Fiscal Agent Agreement Effective 7/1/18-6/30/19 And Annual Report - Marion Kresse

Department Submitting Auditor

Documents:

BOOST FISCAL AGREEMENT.PDF

5. Discussion And Consideration Of Juvenile Court Services Recommendation To Transfer A Portion Of YSS Services Funding To The FY 20 ASSET Process - Jerome Rewerts, Andrew Allen, And Deb Schildroth

Department Submitting Board of Supervisors

Documents:

JCSRECOMMENDATION.PDF

6. AGENCY REPORTS:
  - I. Youth & Shelter Services - Andrew Allen, CEO

Department Submitting Auditor

Documents:

2018 YSS STORY COUNTY REPORT TO THE BD OF SUPERVISORS.PDF  
YSS MENTORING NEWSLETTER MARCH 2018.PDF  
YSS MENTORING MAY 2018 NEWSLETTER.PDF  
SUMMER FLYER RS 2018.PDF  
MAY 2018 KIDS CLUB NEWSLETTER.PDF  
MARCH 2018 KIDS CLUB NEWSLETTER.PDF  
DECEMBER 2017 KIDS CLUB NEWSLETTER.PDF

- II. Emergency Management Quarterly Report - Keith Morgan

Department Submitting Auditor

Documents:

18 06 14 BOS UPDATE.PDF

7. CONSIDERATION OF MINUTES:

I. 6/5/18 & 6/12/18 Minutes And 6/12/18 Primary Election Minutes

Department Submitting Auditor

8. CONSIDERATION OF PERSONNEL ACTIONS:

I. Action Forms

1)new hire in a)Recorder effective 6/20/18 for Julie Steinfeldt @ \$16.39/hr; b)Sheriff's Office effective 6/25/18 for Jalen Townsell @ \$1,712.80/bw; 2)pay adjustment effective 6/24/18 in a)Animal Control for Sue McCaskey @ \$2,783.86/bw; b)Recorder's Office effective 6/24/18 for Julie Steinfeldt @ \$16.72/hr; c)Sheriff's Office effective 7/8/18 for Brett Sink @ \$2,206.40/bw

Department Submitting HR

9. CONSENT AGENDA:

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

I. Consideration Of Tuesday, August 21st As A LIMITED Agenda Only

Department Submitting BOS

II. Consideration Of Parking Lot Use For Lincoln Highway Days, August 25, 2018 From 9:00 AM To 6:00 PM.

Department Submitting Board of Supervisors

Documents:

LINCOLN HIGHWAY DAYS.PDF

III. Consideration Of Application For Permit To Use Or Explode Display Fireworks At Twin Anchors Golf Course, 68030 US Hwy 30, Colo, On 6/30/18 At Dusk With The Rain Date Of 6/31/18

Department Submitting Auditor

Documents:

FIREWORKS.PDF

IV. Consideration Of Agreement With Electronic Engineering For Tower Space Rental For Facilities Management Radio Antenna Effective 7/1/18 For \$4,200/Yr.

Department Submitting Facilities Management

Documents:

EE.PDF

V. Consideration Of Contract Between Iowa State University And Story County For Law Enforcement Services Effective 7/1/2018-6/30/2019 For \$65/Per Hr Per Officer

Department Submitting Auditor

Documents:

STORY COUNTY SHERIFF.PDF

VI. Consideration Of Road Closure Resolution(S): #18-035

Department Submitting Engineer

Documents:

RC 18 35.PDF  
CLOSED ROADS 061418.PDF

VII. Consideration Of Utility Permit(S): #18-105

Department Submitting Engineer

Documents:

UT 18 105.PDF

10. PUBLIC HEARING ITEMS:

11. ADDITIONAL ITEMS:

I. Consideration Of Resolution #18-119, Appropriation Amendment - Lisa Markley

Department Submitting Auditor

Documents:

RESOLUTION 18119.PDF

II. Discussion And Consideration Of Restrictions On Temporary Structures And Vendors Along Story County Roadway Right Of Way During RAGBRAI After 21 Day Review - Rick Sanders

Department Submitting BOS

III. Discussion And Consideration Of Replacement Heat Pump At The Justice Center By Mechanical Comfort For \$5,407.00 (Un-Budgeted) - Joby Brogden

Department Submitting Facilities Management

Documents:

JCHP11.PDF  
MECHANICAL COMFT.PDF

IV. Discussion And Consideration Of Hazard Mitigation Plan Strategies - Leanne Harter

Department Submitting Board of Supervisors

Documents:

STORY COUNTY HAZARD SCORING.PDF

V. Discussion And Direction Regarding FY19 Contracts For Economic Development Planning And Workforce Development Services With Ames Economic Development Commission - Leanne Harter

Department Submitting Board of Supervisors

Documents:

FY19 WORKFORCE DEVELOPMENT CONTRACT JUNE 2018.PDF  
AEDC CHANGES.PDF

VI. Discussion And Consideration Of Resolution #18-118, Dougherty's Residential Parcel Subdivision - Ryan Schweitzer And Amelia Schoeneman

Department Submitting Planning and Development

Documents:

STAFF REPORT.PDF  
PLAT.PDF  
RESOLUTION 18 118.PDF  
APPLICATION AND ATTACHMENTS.PDF

VII. Discussion And Consideration Of Resolution #18-117, Pheasant Run Residential Parcel Subdivision - Ryan Schweitzer And Amelia Schoeneman

Department Submitting Planning and Development

Documents:

STAFF REPORT.PDF  
PLAT.PDF  
RESOLUTION 18 117.PDF  
APPLICATION AND ATTACHMENTS.PDF

12. DEPARTMENTAL REPORTS:

13. OTHER REPORTS:

- I. Strategic Plan Process Overview And Discussion - Leanne Harter, Clint Sloss, And Terry Meier

Department Submitting Board of Supervisors

Documents:

STORY COUNTY LEAVE BEHIND.PDF

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.

Story County Board of Supervisors  
Meeting  
6/19/18

NAME

ADDRESS

Jerome Rawefts  
 Ryan Schweitzer  
 Jerry Moore  
 Amelia Schoeneman  
 Andrew Allen  
 Joby Brogden  
~~John G~~  
 Felicia Wathens  
 Jane Larkin  
 Laura Bell  
 Matthew Evans  
 Todd Lindholm  
 Keith Morgas  
 Robert Prosser  
 Marissa Kuse  
 Deb Schildroth  
~~John Markley~~  
~~John DeJ~~  
~~Misselwinski~~  
 DUSTIN INGRAM  
 Kaela Webb  
 Linda Murken  
 Kandy Dyer  
 Russ Roznell  
 JULIA WEBB  
 Terry Meier  
 Clint Sloss

JCS - Amcs  
 P+D  
 P+D Dept  
 P+D Dept.  
 YSS  
 Facilities Mgmt  
 YSS  
 YSS  
 YSS  
 BOS  
 BOS  
 Story EMF  
 Ames  
 Ames  
 BOS Office  
 Auditor  
 JCS  
 BOS  
 AEOC (Ames)  
 Community Services  
 PRAC--  
 65383 305x4 Maxwell  
 YSS  
 JEO  
 JEO



STORY COUNTY EMERGENCY MANAGEMENT AGENCY
900 6TH STREET, NEVADA, IA 50201
PH: (515) 382-7315 FAX (515)382-7328
EMAIL: storycntyiaem@storycountyiowa.gov
WEB SITE: www.storycountyiowa.gov/ema

Keith Morgan, Coordinator

Melissa Spencer, Deputy Coordinator

Board of Supervisors Update

As Of June 14, 2018

Response:

Weather has been the main response activity for the office.

-On April 13th, the northern part of Story County experienced high winds that caused extensive damage to commercial buildings on the east side of Story City and downed power lines south of the city. The damage was caused by very localized straight line winds estimated by the National Weather Service to be between 80 – 90 mph. The EMA assisted Story City first responders during the event and coordinated damage assessment with the National Weather Service after the storm.

-A large fire on the Black’s Heritage Farm, fanned by 30 mph winds, jumped from a structure fire to large stacks of timbers on April 30th. Fighting the fire required about seven fire departments to shuttle water to fight the fire. The Coordinator provided assistance to incident command and procured the assistance of the Red Cross to provide feeding to fire fighters.

-A tornado warning was issued for southern Story County on May 3rd. The Emergency Management Agency (EMA) coordinated activation of outdoor warning sirens with the Story County Sheriff’s Office for communities within the warning area.

-On May 19th, the EMA provided a severe weather warning to Iowa Special Olympics organizers. Our office collects information on large public outdoor gatherings and we work with them to ensure they have adequate coverage for severe weather.

-On May 25th, severe storms with large hail impacted Story County. The initial National Weather Service severe thunderstorm warning predicted hail and winds impacts below the threshold to activate the outdoor warning sirens. The EMA Deputy began receiving reports hail from the Gilbert and north Ames area and upon receiving reports of 2” hail in Huxley she coordinated with the Story County Sheriff’s Office to activate outdoor warning sirens in Huxley. Hwy 69 experienced a prolonged closure due to high winds blowing down a large power pole in the area of Timber Creek Drive in south Ames.

-Monitored heavy rains on June 14th and reported road closures on social media.

Planning:

-The EMA is coordinating the development of an Incident Action Plan (IAP) for areas outside Ames for RAGBRAI. The plan focuses on establishment of roles and responsibilities for a response to a large-scale emergency during the event. The planning will include 21 different primary agencies. The initial planning meeting immediately identified significant traffic control issues that were subsequently ironed out. The final IAP will document command, control, and communications structures for normal

PREVENTION PREPAREDNESS RESPONSE RECOVERY MITIGATION

Proudly serving the communities of:

Ames – Cambridge – Collins – Colo – Gilbert – Huxley – Kelley – McCallsburg – Maxwell- Nevada
Roland – Sheldahl – Slater – Story City – Story County – Zearing

RAGBRAI activities and provide the ability to rapidly expand these structures to meet the needs of an emergency.

-Emergency Support Function (ESF) 7, Resource Management, is revised and is being circulated in a draft form for inputs. It should be ready for adoption at the next Emergency Management Commission meeting and this will complete Iowa Homeland Security planning requirement for FY 2018.

-The Hazardous Commodity Flow Study is close to completion. The final product will provide useful risk management information to jurisdictional officials and citizens. Additionally, it will provide important situational awareness to first responders on the dangers they may face when responding to hazardous materials incidents.

-The final Hazard Mitigation Planning Committee meeting will be on June 27<sup>th</sup> at 7 pm in the Public Meeting Room. The objective of the meeting is to bring together representatives of communities and school districts to review proposed changes to hazard mitigation strategies and provide the consultant information needed to develop the draft revision. When the draft of the revision is completed, it will be circulated amongst the affected jurisdiction for comment and provided to the public for review. Story County is revising its strategies as a part of the Board of Supervisor's meeting.

### **Preparedness:**

#### **Training**

-The Coordinator worked with Iowa Homeland Security, Des Moines Area Community College, and FEMA to bring FEMA's Basic Academy to Iowa. This four-week course covers all aspects of emergency management activities and even delves into the science of disasters. Conducting the course here in Iowa provided the flexibility to split the course into one-week segments with a month between the instruction. This allowed local Iowa EMAs the ability to attend the training while covering operations for their Commissions. The Coordinator is instructing two weeks of the course and both the Coordinator and Deputy will receive certification for completion of the Basic Academy.

-The EMA Deputy attended foreign animal disease outbreak training at ISU. Participants included veterinary graduate students, Iowa Department of Land Stewardship and Agriculture personnel, and individuals from industry. Her participation helped educate personnel on the local emergency response structure that integrates with state and federal resources to combat animal diseases outbreaks that could be devastating to the Iowa agricultural industry.

-The EMA Deputy participated in a Cyber Security Symposium, which highlighted risk to cyber systems from hacking and man-made or naturally occurring electro-magnetic pulse (EMP). Any of these threats could create the scenario we are using for the upcoming Story County COOP/COG training.

-EMA staff attended Sheriff's Office missing persons training that included an Iowa DCI presentation on two significant abduction cases. For emergency management, the presentation highlighted the need for our office to work with the Sheriff's Office and other law enforcement to ensure we can manage a rapid, large influx of resources, volunteers, and media that will be a part of a missing person event.

-The Coalition for Disaster Recovery (CDR) coordinator completed training for Rapid Action Teams for Sheltering (RATS) in Huxley, Nevada, and Ames. Two of these new teams and the previously trained Story City team gathered for training at the Crossroads Church in Ames on June 9<sup>th</sup>.

## **Operations**

-On April 25<sup>th</sup>, Iowa Homeland Security conducted an audit of our grant processes. The monitoring report gave the EMA the best rating available and requested use of the Auditor's Office procurement policy as an example for other counties to use as a start point for the develop or revision of their policy.

-The Coordinator participated in an Iowa Department of Natural Resources (IDNR) workshop on improving hazardous materials spill reporting on May 3<sup>rd</sup>. The objective of the workshop was to examine reporting procedures to ensure they met the intent of guidance. Those attending the workshop included emergency management, IDNR, personnel from industry, and hazmat response personnel.

-Supervisor Sanders and the Coordinator provided a presentation on the development of relationships between jurisdictional executives and emergency managers at the Iowa Emergency Management Association Conference on May 10<sup>th</sup>. The information presented provided new and experienced emergency management personnel a perspective on emergency management from the 'other side'. Supervisors Sanders' frank and open dialog will help those in attendance build stronger relations essential to developing an emergency management program that protects citizens.

-On May 31<sup>st</sup>, the EMA facilitated an update by DuPont on the status of their stove storage sites. DuPont provided jurisdictional executives and first responders information on how their response to an incident at one of the storage sites has changed. Updated DuPont response documents have been provided to emergency management and distributed to first response agencies.

-The Deputy attended an after action meeting on May 16<sup>th</sup> for the second large accident on I-35 that occurred on Feb 17<sup>th</sup> on the Story/Polk county line involving first responders from both counties. A major issue identified during the after action was difficulty forming a unified command with many different agencies over a large geographical area. A significant impediment to command and control was the inability of Story and Polk County assets to communicate by radios due to the lack of interoperability. Radio communications with surrounding counties and State and Federal assets will be extremely important should this county suffer a large-scale disaster. Communications interoperability within Story County and outside the county should be a major consideration as we procure and implement a follow-on to our current radio system.

## **Looking Forward**

-Severe weather will continue to be a concern for the office.

-Planning and execution of RAGBRAI plans will take considerable time and other large-scale events will be monitored.

-Completion of the Hazardous Commodity Flow Study and Hazard Mitigation Revision planning.

-Continuation of the FEMA Basic Academy.

-Facilitation of Story County COOP/COG training.

-EOC training.

**Second Judicial District  
Juvenile Court Services  
Ames Sub-District Office  
126 S. Kellogg Ave., Suite 202  
Ames, Iowa 50010  
(515) 233-3346  
Fax (515) 233-3364**

Chief Juvenile Court Officer  
Shirley Faircloth  
Juvenile Court Officer IV  
Jerome Rewerts

Counties  
Story  
Marshall  
Boone

**STORY COUNTY BOARD OF SUPERVISORS**

**June 19, 2018**

Discussion and Consideration of Juvenile Court Services Recommendation to Transfer the remaining YSS Services funding to the ASSET process effective 7/1/19.

Juvenile Court Service, Youth and Shelter Services and the Story County Director of Extended Operations and County Services discussed the above recommendation and agreed that oversight of the following items should be processed through ASSET.

**Sheltered Workshop – YSS Rosedale Shelter (01000 03300 360 61);**

Service is designed to provide safe, temporary housing for youth while more permanent solutions are determined.

**Agency Services Counseling and Treatment (01000 03300 366 61);**

May include individual counseling, family counseling, group counseling, outpatient treatment, or inpatient treatment.

**Public Education and Awareness Services (01000 03300 373 61);**

Provide substance abuse prevention and other needed social issue education and prevention.

**Outreach/Nevada Youth Service Bureau (0100003300 387 61);**

Provides counseling, evaluation and preventive services to Nevada and Eastern Story County.

Furthermore, JCS recommends that the IDPH grant for substance abuse services be included in Story County's, countywide budget. This recommendation is based from the opinion of the Story County Auditor to the Director of Extended Operations and County Services.

**Revenue: IDPH Grant (01000 00053 2710-61)**

Juvenile Court Services appreciates the strong relationship with Story County and will continue to report on the Protective Living line item (01000 03310 311 61). This fund is used to pay for court ordered detention and shelter placement, and the cost of any medical treatment while a client is placed in a detention facility.

**Jerome Rewerts**

**Juvenile Court Officer IV**

~~APPROVED~~ DENIED  
Board Member Initials: RS  
Meeting Date: 6-18-13  
Follow-up action: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **FISCAL AGENT AGREEMENT**

This agreement, made this 14th day of June, 2018 is between BooSt Together for Children, hereafter referred to as **LOCAL BOARD**, and the Story County Board of Supervisors, hereafter referred to as the **Fiscal Agent**.

### **I. Purpose of Agreement**

The LOCAL BOARD has been designated an Early Childhood Iowa area within the geographical area it serves and has received a grant of state funds of \$540,440 for School Ready Children Services, and a grant of state funds of \$107,655 for an Early Childhood Program (hereinafter referred to jointly as EARLY CHILDHOOD IOWA funds) for state fiscal year 2019.

Pursuant to Iowa Code Chapter 256I the LOCAL BOARD is required to designate a public entity as a fiscal agent to administer grant funds. The Story County Board of Supervisors has been designated as the fiscal agent for the Board.

### **II. Duration of Agreement**

This agreement shall become effective on July 1, 2018. This agreement shall remain in effect until June 30, 2019, or until earlier terminated according to the provisions herein. This agreement may be renewed or extended by the mutual written agreement of the parties in the form of an amendment specifying the new agreement period and the amount of funds available to the LOCAL BOARD for the new agreement period. All other terms of the agreement shall remain in effect unless otherwise specifically amended.

### **III. Responsibilities of Fiscal Agent**

The Fiscal Agent shall provide the following services for each of the two separate funds for which it is acting as fiscal agent:

- A.** Deposit EARLY CHILDHOOD IOWA funds into accounts in accordance with Iowa Code Chapter 12C and the Cash Management Improvement Act, 31 U.S.C. §6501 et seq.
- B.** Issue payments from the Early Childhood Iowa grant account as directed by authorized LOCAL BOARD personnel. Payments shall be issued to the individual, vendor, business, or other entity identified by the LOCAL BOARD, in the amount specified, and to the address provided by the LOCAL BOARD. Payments shall be issued as directed, within 10 work days from the date the Fiscal Agent receives written notification from authorized LOCAL BOARD personnel.
- C.** Be responsible for any costs charged by the financial institution for maintaining the Early Childhood Iowa grant accounts or accounts containing EARLY CHILDHOOD IOWA

grant funds. The Fiscal Agent shall ensure that any such costs are reduced or offset to the extent possible through earnings credits offered by the financial institution.

- D. Be responsible for completing and submitting any 1099 reports as required by federal or state law or regulation.
- E. Maintain separate accounting records for School Ready Children Services and Early Childhood Program funds that at a minimum include the following:
  - 1. For each School Ready Children Services grant payment and for each Early Childhood Program grant payment made as directed by the LOCAL BOARD:
    - a. The date written notification/authorization was received from the Local Board.
    - b. The name of the authorized LOCAL BOARD staff authorizing the payment.
    - c. The name and mailing address of the payee.
    - d. The amount of the payment.
    - e. The check number or other unique identification of the payment.
    - f. The date the payment was mailed or hand-delivered to the payee.
    - g. The date the payment is cleared or paid out of the EARLY CHILDHOOD IOWA grant account or accounts containing EARLY CHILDHOOD IOWA grant funds.
    - h. The date of any stop payment requested by the Fiscal Agent and the reason.
  - 2. Running balances for each fund which include:
    - a. The cumulative amount of payments authorized by the LOCAL BOARD.
    - b. The cumulative amount of payments issued.
    - c. Available Early Childhood Iowa grant funds that are not encumbered or otherwise allocated for payments made but not yet cashed.
- F. Provide for, account for and deposit the amount of any monthly bank costs for maintaining the Early Childhood Iowa fund account or proportion of such costs attributable to that portion of an account constituting Early Childhood Iowa grant funds, and the amount of any monthly interest earned for the Early Childhood Iowa fund account or proportion of such earnings attributable to that portion of an account constituting Early Childhood Iowa grant funds into the appropriate ECI fund account.
- G. Submit monthly expenditure reports within 10 work days from the end of the prior month to the LOCAL BOARD. Reports shall be submitted in a format agreed to by the LOCAL BOARD and the Fiscal Agent, and shall include as much of the information as the Fiscal Agent is required to maintain as described in this section as the LOCAL BOARD may request, and as is necessary to reconcile the records of the LOCAL BOARD with the records of the Fiscal Agent.
- H. Submit a report within 25 workdays from the end of the agreement period, or such earlier date as the agreement may be terminated, to the LOCAL BOARD. The report shall be submitted in a format agreed to by the LOCAL BOARD and the Fiscal Agent, and shall include as much of the information as the Fiscal Agent is required to maintain as described in this section and as the LOCAL BOARD may request, and as is necessary to reconcile the records of the LOCAL BOARD with the records of the Fiscal Agent.

- I. Iowa Administrative Code Chapter 541.9 requires an audit, conducted by an independent agency, of the early childhood Iowa funds managed by area boards. "Audit" means a financial review by area boards of early childhood Iowa funds. Area boards that receive over \$500,000 in federal funds from all funding sources shall complete a full audit of the funds. Area boards that do not receive over \$500,000 in federal funds from all funding sources, may complete a full audit or coordinate with the fiscal agent's financial review to conduct the state board approved agreed-upon procedures. Requirements are found in the ECI on-line toolkit, Tool UU.
- J. Provide services in section III at 3% of the cost of the Area Director's salary and benefits to the LOCAL BOARD.
- K. Return unexpended Early Childhood Iowa grant funds, and accrued interest as may be required by law, to the LOCAL BOARD if this agreement is terminated or if Early Childhood Iowa grant funds remain in an account held by the Fiscal Agent at the end of the agreement period, unless the agreement is renewed or extended as provided for herein.
- L. If this agreement is renewed or extended any unexpended Early Childhood Iowa grant funds remaining in an account held by the Fiscal Agent at the end of the current agreement period shall be retained by the Fiscal Agent for use in the next agreement period.

#### **IV. Responsibilities of LOCAL BOARD**

The LOCAL BOARD shall have the following responsibilities:

- A. Advise the Fiscal Agent in writing of the identity of LOCAL BOARD personnel authorized to approve and submit payment requests for Early Childhood Iowa grant funds to the Fiscal Agent and to receive and review expenditure and other reports from the Fiscal Agent as required herein.
- B. Determine the amount and payee for any payment to be made from Early Childhood Iowa grant funds.
- C. Authorized staff shall submit a dated written authorization to the Fiscal Agent to make payments for Early Childhood Iowa grant funds approved by the LOCAL BOARD, which authorization shall designate whether payment should be made from the School Ready Children Services account or the Early Childhood Program account.
- D. Maintain separate accounting records for each School Ready Children Services payment and for each Early Childhood Program payment authorized to be paid by the Fiscal Agent that at a minimum include the following:
  - 1. The date written notification/authorization was submitted to the Fiscal Agent.
  - 2. The name of the authorized LOCAL BOARD staff authorizing the payment.
  - 3. The name and mailing address of the payee.

4. The amount of the payment.
- E. Review on a monthly basis the monthly expenditure reports submitted by the Fiscal Agent and reconcile with the records maintained by the LOCAL BOARD. The LOCAL BOARD and Fiscal Agent shall work together to resolve any discrepancies and take any necessary corrective action.
- F. Review the report submitted by the Fiscal Agent at the end of the agreement period or other termination of the agreement and reconcile with the records maintained by the LOCAL BOARD. The LOCAL BOARD and Fiscal Agent shall work together to resolve any discrepancies and take any necessary corrective action.
- G. Any Early Childhood Iowa grant funds allocated to the LOCAL BOARD remaining unexpended at the end of the state fiscal year shall be retained for use in the next state fiscal year and shall be treated as an advance of the Early Childhood Iowa grant funds allocated to the LOCAL BOARD for the next state fiscal year.

## **V. General Provisions**

- A. Agreement Amendment - The agreement shall be amended only upon written agreement of both parties.
- B. Renegotiation Clause. In the event there is a revision of Federal regulations, state laws, or administrative rules and this agreement no longer conforms to those regulations, laws, or rules, all parties will review the agreement and renegotiate those items necessary to conform with the new regulations, laws, or rules.
- C. Termination of Agreement
  1. For Cause. Causes for termination during the period of the agreement are:
    - a. Failure of the Fiscal Agent to complete or submit required report.
    - b. Failure of the Fiscal Agent to make financial and statistical records available for review by the Board or other authorized party.
    - c. Failure of the Fiscal Agent to abide by the terms of this agreement.

If one of the above occurs, the LOCAL BOARD shall provide written notice to the Fiscal Agent requesting that the noncompliance be remedied immediately. In the event that the noncompliance continues fifteen (15) days beyond the date of the written notice, the LOCAL BOARD may either immediately terminate the agreement without additional notice, or enforce the terms and conditions of the agreement and seek any legal or equitable remedies.

2. Across the board reductions. Any across the board reductions in State appropriations shall apply to this agreement. Should the LOCAL BOARD determine that the across the board reduction will affect this agreement, any funds allocated to the project and deposited with the Fiscal Agent will be adjusted pursuant to the reduction. The LOCAL BOARD shall provide the Fiscal Agent reasonable written notice before any across the board reduction is put in place. During the notice period, the parties will

- meet and attempt in good faith to agree upon changes to this agreement to address such reduction.
3. State reorganization plan. The LOCAL BOARD shall have the right to terminate this agreement, by giving the Fiscal Agent reasonable written notice, in the event the LOCAL BOARD is altered by legislative mandate or by direction of the State of Iowa or federal government.
  4. Legislative reorganization. The Fiscal Agent expressly acknowledges that the program delivered pursuant to this agreement is subject to Legislative change by either the federal or state governments. Should either legislative body enact measures which alter the program, the Fiscal Agent shall not hold the LOCAL BOARD liable in any manner for the resulting changes. The LOCAL BOARD shall provide reasonable written notice to the Fiscal Agent of any such legislative change. The parties will meet and attempt in good faith to agree upon changes to this agreement to address such reorganization.
  5. Upon notice. Either party may terminate this agreement by providing 30 days written notice to the other party.
- D. Confidentiality** - The Fiscal Agent shall comply with all applicable federal and state laws and regulations on confidentiality.
- E. Statement Regarding Meeting All Federal and State Requirements** - The Fiscal Agent shall be in compliance with all applicable federal and state laws, rules, and regulations.
- F. Records Retention** - The Fiscal Agent shall maintain records that document the validity of reports submitted to the LOCAL BOARD. The Fiscal Agent shall retain all books, records, or other documents relevant to this agreement for a period of five (5) years after this agreement is no longer in effect after final payment, or until final audit findings have been resolved, whichever is later.
- G. Review of Contract Related Documentation** - Upon request, the Fiscal Agent shall allow authorized representatives of the LOCAL BOARD or state or federal agencies to have access to the records as is necessary to confirm compliance with the specifications of this agreement. Reviews may include off-site or on-site visits to the Fiscal Agent, the Fiscal Agent's central accounting office, the offices of the Fiscal Agent's agents, a combination of these, or by mutual decision, to other locations.
- H. Federal Lobbying Requirements** - In accordance with the requirements under 34 CFR 82, "New Restrictions on Lobbying," the Fiscal Agent shall comply with the restrictions on lobbying requirements. The Fiscal Agent certifies, to the best of his or her knowledge and belief, that:
- No federal appropriated funds have been paid or will be paid on behalf of the sub-grantee to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of the Congress, an officer or employee of the Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of the Congress, or an employee of a Member of Congress in connection with this Contract, grant, loan, or cooperative agreement, the applicant shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The Contractor shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

#### I. Certification Regarding Drug Free Workplace

Requirements for contractors who are not individuals. If Contractor is not an individual, by signing below Contractor agrees to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person's workplace and specifying the actions that will be taken against employees for violations of such prohibition;
2. Establishing a drug-free awareness program to inform employees about:
  - a. The dangers of drug abuse in the workplace;
  - b. The person's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations;
3. Making it a requirement that each employee to be engaged in the performance of such contract be given a copy of the statement required by subparagraph 1;
4. Notifying the employee in the statement required by subparagraph 1, that as a condition of employment on such contract, the employee will:
  - a. Abide by the terms of the statement; and
  - b. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than 5 days after such conviction;
5. Notifying the contracting agency within 10 days after receiving notice under subparagraph 4b from an employee or otherwise receiving actual notice of such conviction;
6. Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted, as required by 41 U.S.C. § 703; and
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of subparagraphs 1, 2, 3, 4, 5, and 6.

Requirement for individuals. If Contractor is an individual, by signing below Contractor agrees to not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in the performance of the contract.

Notification Requirement. Contractor shall, within 30 days after receiving notice from an employee of a conviction pursuant to 41 U.S.C. § 701(a)(1)(D)(ii) or 41 U.S.C. § 702(a)(1)(D)(ii):

1. Take appropriate personnel action against such employee up to and including termination; or
2. Require such employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.

- J.** Debarment, Suspension, And Other Responsibility Matter Requirements - In accordance with the requirements under 34 CFR 85, "Government-wide Debarment and Suspension (Nonprocurement)," the Fiscal Agent shall comply with the debarment and suspension requirements. The Fiscal Agent agrees, to the best of its knowledge and belief, that it and its subcontractors:

Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

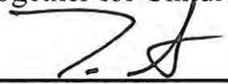
Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;

Are not presently indicted for otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated above; and

Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

- K.** Environmental Tobacco Smoke Requirements - The Contractor shall comply with the requirements of Public Law 103-227, Part C. Environmental Tobacco Smoke, also known as the Pro-Children Act of 1994 (Act). The Act requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs either directly or through States, local governments, by Federal grant, contract, loan, or loan guarantee. The Contractors will require that the language of this certification be included in any Contracts which contain provisions for children's services and that all sub-contractors shall certify accordingly.

BooSt Together for Children

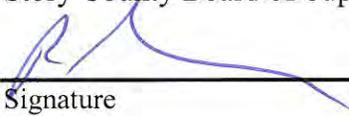
  
\_\_\_\_\_  
Signature

Travis Starr  
\_\_\_\_\_  
Printed Name

Board Chair  
\_\_\_\_\_  
Title

7/14/2018  
\_\_\_\_\_  
Date

Story County Board of Supervisors

  
\_\_\_\_\_  
Signature

Rick Sanders  
\_\_\_\_\_  
Printed Contact Name

Story County  
\_\_\_\_\_  
Agency

Chair  
\_\_\_\_\_  
Title

  
\_\_\_\_\_  
Date

900 6<sup>th</sup> St.  
\_\_\_\_\_  
Address

Nevada, IA 50201  
\_\_\_\_\_  
City, State, Zip Code

515-382-7201  
\_\_\_\_\_  
Telephone Number with Area Code

# YSS

## Report to Story County Board of Supervisors June 19, 2018

First, we would like to thank you for continuing to support our opportunity to serve the students and families 00provide we have developed a reporting format for each of the programs. The reports are attached and can be found as follows:

Service	Program	Page Number
<b>YSS of Eastern Story County</b>	<i>Community Based Center</i>	2
<b>Kids Club</b>	<i>Elementary Program</i>	4
<b>Mentoring</b>	<i>Mentoring K-8</i>	6
<b>IMPACT</b>	<i>Teen Club</i>	8
<b>Summer Enrichment Programs</b>	<i>Ames Summer Enrichment Program</i>	10
	<i>Nevada Food for Thought</i>	12
	<i>Collins/Maxwell Summer Enrichment</i>	14
<b>Other Prevention Programming</b>	<i>Child Abuse Prevention</i>	16
	<i>Substance Abuse Prevention</i>	17
<b>Youth Development</b>		19
<b>Youth Employment</b>		20
<b>Rosedale Shelter</b>	<i>Emergency Shelter</i>	23
<b>Treatment Services</b>	<i>Family Counseling and Clinic</i>	24

### YSS Overall Data

#### **Program Description:**

The Programs provided by Youth and Shelter Services are Prevention, Intervention and Treatment in focus and vary from one-on-one services to evidence-based curriculum presentations to classrooms. Each report goes into more detail about the programs provided in Story County

#### **Number Served:**

The attached Quarter Data Report provides data through the 3<sup>rd</sup> quarter of FY 2018. The reports that follow may include more recent data.

#### **Outcomes:**

All programs provide measurements of success of the programs, many using pre and post surveying instruments developed by evaluators. See each report for more detail.

#### **Trends:**

Each program reports the trends that they are seeing in the specific program areas.

#### **Success Stories:**

Each program area has provided a success story to share the impact of the program.

#### **Attachments:**

This is a separate document with some sample program newsletters.

# YSS of Eastern Story County

**Program:** *YSS of Eastern Story County*

**Submitted By:** *Laura Bell*

## **Program Description:**

YSS of Eastern Story County serves as a support for the YSS Prevention, Treatment, and Mentoring programs. This office also provides assistance to Eastern Story County communities and organizations as a referral source and partnering agency.

Some of the outreach and partnership efforts made this fiscal year are addressed below:

Staff attended the Nevada Chamber of Commerce Board meeting as regularly scheduled. Staff along with YSS of ESC board members facilitated an information table at the Lincoln Highway Days event. This table made information about substance abuse and tobacco prevention available to interested attendees.

Staff attended the ISU WelcomeFest as well to make an information table available. At this table information about the Eastern Story County Mentoring and Collins-Maxwell Impact programs' volunteer needs was made available to interested students.

Assessment of the YSS of Eastern Story County building and space is being examined at this time. The current building does not have adequate space to allow for additional counseling offices or facilitation of such treatments options/modalities as telehealth or parent child interaction therapy. Options are being reviewed at this time.

Staff provided a presentation to the Nevada Kiwanis Club on March 13<sup>th</sup> to help promote volunteerism and enrollment in the Nevada Summer Enrichment program, Food For Thought. On May 1<sup>st</sup> staff presented again to the morning Kiwanis club in Nevada to share outcomes of the Story County Health Needs Assessment, encouraging discussion and involvement among the community group members to seek out partnerships to address needs as they are able.

YSS of ESC staff has partnered with Raising Readers, the Nevada PTA, Nevada Kiwanis, Rotary, and the Jaycees in Nevada to hold the ESC Step Into Storybooks event for children and families. This event promotes early childhood literacy. This free, fun family focused event was held on March 3<sup>rd</sup> at Central Elementary in Nevada. Members from all Eastern Story County communities were encouraged to attend. Staff sent promotional materials to the city clerks for each of the ESC communities regarding the ESC Step Into Storybooks requesting their help in placing his information in city newsletters. This event was a great success serving families with children up to age 8. Each child who attended the event received a free book to take home.

Staff and an ESC Board member handed out candy at the Nevada Downtown Trick or Treat event. The candy was labeled with substance free messaging in recognition of Red Ribbon Week (October 23-31).

Staff attended the February Nevada Summer Learning program planning meeting to assist with planning for the 2018 summer program. The Collins-Maxwell School District will also be offering a summer enrichment program at their elementary school in Collins again this year. Breakfast and lunch is served to students who also participate in enrichment activities. This is a half day program offered Monday-Thursday each week.

Staff attended the Nevada Community Conversation on Substance Abuse held on March 22, 2018. This effort is being championed by the Nevada city council was a result of participation in an Opioid Town Hall meeting in Ames held by the Opioid Task Force. This community meeting was meant to bring light to issues surrounding substance abuse in the Eastern Story County areas, gain an understanding of current programming and efforts being made to address these concerns as well as look at gaps and needs that continue to exist. From this meeting came a call to action from the city council to create a community task force to continue the work started by the community conversation. Staff was invited to be part of this task force and is currently working with a partner from Mary Greeley Medical center on guides to treatment programs in the state and region. Further actions and next steps are still being developed by the task force.

The ESC Office was part of the Nevada High School's day of service project in April. Three students and a teacher spent their morning with staff cleaning the ESC Office, picking up trash in the yard and memorial garden and cleaning windows.

Staff coordinated with the Nevada Kiwanis Club to continue the backpack program started some years ago to provide comfort items to children in crisis situations. This program was expanded to assist YSS residential treatment youth who were transitioning back home and to school as well. In addition to these youth, two of our YSS Kids Club youth were provided backpacks by the Nevada Kiwanis Club. Both of these youth are transitioning between family members' homes due to each having a parent who is seeking treatment for cancer.

Staff is working on meeting with community stakeholders to gain an understanding of community needs, gaps and issues. This information is being gathered as a means of learning what gaps are in existence that may be able to be served by YSS as well as serving to provide an opportunity for education on resources available within the county. Staff has met with representatives from three of the four school districts in Eastern Story County and continuing to work to set meetings. Some of the main needs staff has been told are centered around education and treatment for mental health concerns among youth, food insecurity, bullying, online and personal safety, and healthy relationships.

The YSS of ESC Coordinator continues to serve on the Nevada Chamber of Commerce Board as well as the Nevada Community Resource Center Board and Nevada Chamber Ambassadors. The YSS of ESC Coordinator is part of the planning committees for the following events impacting eastern Story County residents: Eastern Story County Step Into Storybooks, Nevada Summer Enrichment program, Story County Quality of Life Alliance, Children's Wellbeing Collaborative, Risky Business Action Summit Steering Committee, Nevada Substance Abuse Task Force, and the Story County Mental Health Expo.

### **Number Served:**

Please see outcomes data from the YSS Treatment, Mentoring, and Prevention for program specific data.

YSS of Eastern Story County has an advisory board consisting of 6 community member volunteers.

Teen Maze held from April 2-6, 2018 is an experiential learning event for 7<sup>th</sup> grade students from Boone, Greene and Story Counties. This event is made possible through a partnership between Division 11 Kiwanis Clubs, YSS, and numerous professional partners and volunteers. Students who attend this event learn real life issues and consequences regarding different topics in a safe environment. The topics addressed by this event are healthy relationships, suicide prevention, pre-employment skills, bullying prevention, nutrition, substance abuse prevention, and social media awareness. All three of the Eastern Story County schools participated in this year's event.

### **Outcomes:**

Please see outcomes data from the YSS Treatment, Mentoring, and Prevention for program specific data.

### **Trends:**

Eastern Story County residents appear to not recognize there is an YSS of Eastern Story County office and do not appear to understand what programs or services are available to community members. Efforts are being made to increase visibility and awareness of the office and services available to Eastern Story County community members through this office.

### **Success Story:**

YSS of Eastern Story County was a partnering agency, which helped implement the Eastern Story County Step Into Storybooks event. This event helped bring attention to families of ESC communities about the importance of early childhood literacy and provided a number of children with free books.

YSS of Eastern Story County's Center Manager was invited to be part of the Nevada Substance Abuse Task Force. As part of this task force, staff is working with community partners to develop and implement strategies in the county that are hoped to prevent substance abuse as well as encourage treatment for those in need. This is an incredible honor for the agency and staff to be asked to be part of such a tremendously important effort.



# Kids Club (Elementary)

**Program:** *Elementary Kids Club*

**Submitted By:** *Sharday Grove*

## **Program Description:**

Kids Club is a before school, after school and summer program for children in grades K-6. We provide programming at the Roland-Story Elementary and Ballard Elementary sites from 6:30 AM until school starts. At Roland-Story, Ballard, Gilbert Elementary, and Gilbert Intermediate sites we provide programming from the time school gets out until 6:00 PM. This includes early out and planned no school days. During the school year Roland-Story and Ballard 5<sup>th</sup> and 6<sup>th</sup> graders are bussed to the Elementary sites. During the summer we provide programming 5 days a week from 6:30 AM until 6:00 PM at all sites.

## **Number Served:**

227 kids during the school year and 178 kids this summer:

- Roland-Story Kids Club served 44 kids during the school year and have 38 enrolled this summer.
- Gilbert Elementary Kids Club served 63 kids during the school year and have 33 enrolled this summer.
- Gilbert Intermediate Kids Club served 47 kids during the school year and have 52 enrolled this summer.
- Ballard Kids Club served 73 kids during the school year and have 55 enrolled this summer.

## **Outcomes:**

Outcomes for the year have not yet been tabulated. Here are few words from Kids Club families.

- *"A clear schedule they can count on and plan for. This provides security especially for my son who has anxiety. They love the friendships they make and how other kids are happy to see them."*
- *"The hours of operation and how much it has helped me being a single mom. I love that they require an ID from a non-parent picking up the children."*
- *"My kids LOVE attending Kids Club, which tells me that it is a great, safe place to send them! I also love the variety of activities offered throughout the school year and summer."*
- *"Very well trained staff. Very good communication."*
- *"Love that it's right at school/convenient location, staff is always super friendly and helpful, they accommodate requests to the best of their abilities."*

## **Trends:**

We are seeing more families seeking care for kids with special needs and behavior challenges. The Gilbert and Ballard sites continue to have an increase in enrollment. Ballard has ended the school year with a potential waiting list for the fall while Gilbert is fully enrolled with a waiting list for fall. We continue to increase our partnerships with community organizations. We have recently started a partnership with the Boy Scouts of America and the United Way Foster Grandparent Program. We continue partnerships with Girl Scouts of America and local organizations.

## **Success Stories:**

**Gilbert K-2 Kids Club:** The Gilbert K-2 Kids Club program has steadily grown throughout the 2017-2018 school year. The elementary school principal worked with Kids Club to allow the program to begin inside the cafeteria. This has allowed the program to enroll more children before splitting into smaller groups. Gilbert K-2 Kids Club had the Boy Scouts of America provide a program on site weekly throughout the school year. This program was a positive opportunity for participants to earn badges and learn more skills at Kids Club.

During the 2017-2018 school year, Gilbert K-2 had a partnership with Iowa State University's America Reads/America Counts (ARAC). ARAC was able to provide the K-2 program with four academic tutors. Each tutor worked with multiple children each day to strengthen reading or math skills.



**Roland-Story Kids Club:** Roland Story Kids Club worked on increasing numbers this school year. The new site supervisor attended the back-to-school night and handed out summer fliers to promote the program. Throughout the school year, the program added a couple of new participants each month. The program was able to help a young participant whose parent was recently diagnosed with cancer. The site supervisor reached out to a local Kiwanis group who donated a backpack to the child. Inside the bag, the child got items to aid in coping skills. Summer enrollment has seen a spike and the program is running smooth.

The summer program has made a smooth transition to the Roland Story Middle School as the elementary building is going through a renovation this summer. The program is still able to attend programs at the Roland Municipal Pool and the Roland Public Library.

**Ballard Kids Club:** Ballard Kids Club was at full enrollment during the 2017-2018 school year with a record 55 children enrolled in the summer program for 2018. The program had a lot of success with partnerships with community members throughout the year. During the fall, the Boy Scouts of America provided a weekly program. During the Spring, the site supervisor was able to have three Iowa State University clubs provide a performance/demonstration for the children. The Juggling/Unicycle Club performed for the children in March then spent an additional 60 minutes teaching the children how to juggle. In April, the Amphibian/Reptile Club brought a couple small animals and taught the children facts about each.

A child who often struggles with being at Kids Club told staff he loved when guest speakers came to program. He helped staff think of new speakers to invite and then initiated making "thank you" cards to the speakers after their visit. His parents also commented on his interest in speakers coming to Kids Club.

### **Attachments:**

Sample site specific Kids Club Newsletters and Kids Club Summer Flyer are attached.



# Mentoring

**Program:** *Mentoring*

**Submitted By:** *Feleecia Watkins*

## **Program Description**

The YSS School Based Mentoring Program has been matching Boone and Story County children grades K – 8<sup>th</sup>, with mentors since 1999. The newly created YSS Community Based Mentoring Program has been matching youth since 2017.

- School Districts served in Story County: Ames, Ballard, Gilbert, Nevada (K-2 grade only) and Collins-Maxwell.
- Community-Based Mentoring serves youth at Rosedale Shelter, Seven-12 House Residential Treatment Facility, Youth Recovery House (YRH) Residential Treatment Facility as well as the YSS Transitional Living Program (TLP).

### **Our outcome studies show:**

- Mentees show improvement in academic performance, as well as classroom behavior and attitude. In many cases, the students who experience the greatest difficulties show the greatest improvement.
- Participants show significant improvement in their feeling of being included at school and with friends.
- Participants feel that having a mentor results in improved grades, better relationships at home and with friends, and greater interest in school and learning.

## **Number Served: Story County**

### **School-Based**

Ames	88
Ballard	18
Gilbert	42
Nevada	9
Collins-Maxwell	4

*Total Served: 161*

*Total Waiting: 72*

### **Community-Based**

11

*Total In Process: 4*

*Total Waiting: 4*

## **Outcomes:**

For 2017-2018 school year the pre-surveys have been eliminated from the evaluation process. All of the surveys are asking similar questions from mentees, parents, teachers and mentors to get their perceptions about the mentee's changes. These results will be compared with parallel questions for the four response groups.

All survey questions address academics, relationship skills, behavior, and attitude toward school. Other individual questions are included as well.

Additionally, school personnel surveys are administered annually. The feedback offered provides useful general information for program facilitators, managers, and the Administrators relative to improving training, program logistics, and support for mentors, matching strategies, and educational opportunities for program participants.

At the time of this report our consultant has not completed the data findings.



## **Trends:**

We have great support and commitment from ISU students as mentors, but we are always in need of more adult community members, specifically male mentors. Rural areas are the most difficult in terms of recruiting volunteers.

## **Success Story:**

### **Comments from mentees: What has having a mentor meant to you?**

- I have someone to hang out with and makes me feel happy when I'm sad
- Having a mentor has made me feel that I have an adult who I can talk to about stuff and vice versa.
- I have an extra friend
- You get to have fun and create things with them.
- A lot! I love my mentor as a best friend.
- Makes me feel a lot happier
- I love reading books that we choose from the library. We share reading chapters.

### **Comments from mentors:**

- I have noticed how my mentee has become more and more talkative and really started to come out of their shell.
- I feel like this not only gave my mentee a positive experience but it gave me a really good positive experience as well. I feel like both my mentee and I really enjoyed the program and we are both looking forward to next year!
- My Mentee has really grown up through this program, they look to me as a role model and even started doing sports. This helped my mentee make friends and be socially more present.
- I think this program is awesome not only for the children getting the mentors but for the mentors themselves because they are able to make children's days with the littlest things. It makes me feel good.

### **Comments from parents:**

- We loved that our child was able to get a mentor who is the same race and had similar interests. Our child has really enjoyed their mentor and we were even able to meet the mentor as a family.
- My child LOVES their mentor!!! Our child's mentor has been a huge part of our child's life and we are excited the mentor will move up to the middle school with our child. Our child's mentor is such a blessing.
- Our child absolutely loves and adores their Mentor. Every time they have their visit our child comes home and talks about it. They are like best friends they are just matched equally and I am so glad that our child is able to have this experience because it just seems like they are so connected at her age to friendships that it has made such a positive difference in her school year.

### **Comments from teachers:**

- My student has had the same mentor for many years and they have built a wonderful relationship. I know the mentor has had a positive impact on my student. This year my student has grown academically, socially and emotionally and I know their mentor has played a role in that.
- Thank you for this program and keeping mentors the same from year to year. It helps the kids start off the year with one thing that is the same.
- My student really loves working with their mentor! Based on what they tell me, they have been able to have a lot of talks about important things in life, and that not only means a lot to my student but is also extremely helpful for their growth as a student.

## **Attachments: Sample Newsletter**



## Teen Club Afterschool Programs

**Program:** *IMPACT: Teen Club Afterschool Programs* **Submitted By:** *Jennifer Schmidt*

### **Program Description:**

IMPACT is funded by Story County Juvenile Court Services and is offered at no cost to families. The afterschool program is for youth grades 6<sup>th</sup> – 8<sup>th</sup> grade in the Ballard and Collins-Maxwell School Districts. The program provides teens with a safe, fun, and healthy environment afterschool. IMPACT offers many opportunities for participants to explore their interests and expand their abilities in a variety of ways, including:

**Community Service Learning:** Participants are responsible for planning service learning projects that they are interested in. These projects challenge students to address issues in their community and come up with solutions to better their community long term.

**Homework Help:** Each week students are given time to complete homework assignments. During this time youth have access to school resources and adult staff and volunteers for guidance.

**Prevention Curriculum:** Education programs are implemented throughout the program to prevent violence, tobacco, alcohol, substance abuse and promote healthy relationships. We also use a curriculum called TOP (Teen Outreach Program) that combines lessons with Community Service Learning. The lessons vary from learning about your community, what volunteering is, relationships, peer pressure and how to say no, self-confidence and bullying.

**Field Trips & Guest Speakers:** To enhance the program, we strive to offer fun and educational field trips and guest speakers.

**Life Skills:** Activities at Teen Club promote life skills in which youth will learn responsibility and self-sufficiency.

### **Number Served:**

Ballard Teen Club Afterschool Program hosted 21 youth during the 2017-2018 school year.

Collins-Maxwell Teen Club Afterschool Program hosted 36 youth during the 2017-2018 school year.

### **Outcomes:**

#### **Ballard Teen Club:**

- The students completed 312.75 hours of community service.
- We had 10 students who completed more than 20 hours of Community service.
- 10 students attended 50% or more of program

#### **Collins-Maxwell Teen Club:**

- The students completed 344 hours of community service.
- We had 7 students who completed more than 20 hours of Community service.
- 13 students attended 50% or more of program

### **Trends:**

Technology plays a very important role in the teen's everyday life. We struggled with cell phones and chrome books most of the year. Towards the middle of the year we noticed the students were holding each other accountable when they were using their cell phones or chrome books during program hours which was a huge step for them! However, with the use of social media we are seeing bullying as well as students being co-dependent on technology.

We are serving more and more students that need one on one support during the school year. We are also seeing more students with anxiety and depression.



## Success Story:

### Ballard Teen Club:

- The youth had a meeting about members of the group who were not working on their CSL hours and were just planning on paying their way to adventure land. The group held a mature conversation about putting in the work to be able to go. The group voted that they cannot pay their way and have to earn the hours. One youth was very upset about this. The group then rallied around their peer and greatly encouraged them and came up with ways for her to earn her hours. The group displayed great compassion and togetherness during this process.
- We had someone from outside come in and evaluate our programs using the YPQA. We are very pleased with the outcomes as we received a 5 rating in most areas. We were also able to establish goals for our program for next year.
- We had a student that originally only came for our Engineering Club which we held on Thursday's. They liked it so much they then joined IMPACT and recruited some friends to come with.
- We had one student that we had to suspend from program for a week due to being physical with another student. We met with the student and their mom and came up with an action plan as well as discussed struggles and frustrations that student has. Since our meeting we have not had an incident with that student since. They have actually turned around and is one of our model students!
- We had one student who really struggled with working in a team and this is something we had been working on with this student. During a game of kickball, they were the pitcher and the team was struggling so they corralled everyone together and came up with a strategy as a team. At the beginning of the year they would have just done it themselves and not consulted the group!

### Collins-Maxwell Teen Club:

- One of the students in Impact began two years ago when he was in 6th grade. Back then, he was disrespectful and would hurt the other Impact members physically. He also did not participate in community service learning projects (CSL). Now, as an eighth grader, he is one of the leaders of group. The other Impact members follow his direction, and they respect him as a leader during CSL.
- We have one student at program who has special needs. She does not feel comfortable talking in front of groups so she will tell others what she is thinking of wanting to say so they can relay it to the group. At the end of the month she addressed the whole group by herself about bullying and how they all need to get along. The group responded very positively to her speech and gave her a round of applause! All of the students have been so patient and respectful of this student.
- Farmhouse Fraternity has continued their partnership with the Collins-Maxwell Impact program and we now have volunteers that come every day but one. The students really look up to them and are always so excited when they come to program. They have also been great help with homework.
- We have been able to pair some of our students not only at program but in the school with mentors from the Farmhouse fraternity.
- We had a student that graduated our program last year and she loved the program so much that she became a volunteer this year at program!
- The program at Collins-Maxwell has really grown. We started with one student 3 years ago and now we had 36 this year! We have a great partnership with the school and the counselor let us know that all of the middle school students were talking about IMPACT and how much they enjoyed it.
- We have worked really hard to develop our relationship with school. We work very closely with the counselor. Because of our relationship with the school, we were able to provide counseling and other services for the families.
- We have one family who we were able to help this Christmas. They had reached out to us a few days before Christmas letting us know that this has been a really rough year for their family and they were not going to be able to provide any presents for their 3 children this year. We were able to provide not only gifts but meals for the family this Christmas.
- That same family also needed counseling services not only for the children but for the parents as well. The school has been working on getting the family into counseling but they have said no every time. We were able to work with the family and school and we finally got services for them!



# Ames Summer Enrichment Program

**Program:** *Ames Summer Enrichment Program*

**Submitted By:** *Jennifer Schmit*

## **Program Description:**

The Ames Summer Enrichment program is a 6 week program that is offered at no cost to parents during the summer for students in Kindergarten-4<sup>th</sup> grade. The program runs in the afternoon after they attend summer school. The students attend our program from 11:30-2:15 and do receive lunch as well. The students receive breakfast before their morning school starts. The Summer enrichment program was created by several different agencies in the community. Some of those agencies include:

YSS, United Way of Story County, Reading Buddies, Ames Community School District, Volunteer Center of Story County, RSVP, Ames Public Library and Boys and Girls Club of Story County

The curriculum for the summer enrichment program is planned around what the Library's curriculum is that year. There are 4 different areas that we focus on and those areas are:

**Theme:** During theme time we will be focusing on music. The students will get an opportunity to make their own music instruments, create their own music video and here musical performances from different presenters!

**STEM (Science, Technology, Engineering, Math):** We had partnered with NADC (National Animal Disease Center), NLAE (National Laboratory for Agriculture and the Environment), and ISU 4H to deliver our STEM curriculum.

**Literacy:** We partnered with the Ames Public Library and they provided presenters once a week for all of our students. We also had a United Way Reading Corps member create lesson plans and do various literacy activities with the youth to strength all aspects of literacy. We also had reading logs where we tracked how many minutes each student read during program. We did give the students individual reading logs to take home and encouraged them to read outside of program. They were able to receive prizes from the Ames Public Library based off of how many minutes each student read.

**Physical Fitness:** We partnered with Boys and Girls Club of Story County to provide our Physical Education for the students. They created the lesson plans each week.

## **Number Served:**

We have a total of 95 students enrolled in 2018 and served 98 students in 2017

## **Outcomes:**

### **2018**

- We have 95 students enrolled
- Volunteers:

### **2017**

- We had 25 students that had reached 100% attendance and 53% of our students reached 75% or more attendance.
- We served a total of 4,092 meals this summer



- We will be able to collect data from the school district in the fall if the students who attended the summer program either increased, maintained or decreased knowledge in math and reading.
- We had a total of 1,560 minutes read during program with the students
- The students read a total of 3,940 minutes outside of program

### **Trends:**

Last summer we did have a lot of students that needed more assistance and no volunteers. This year we have more consistent volunteers and smaller group sizes. We are hoping this helps with behaviors we saw last year. We also have been in constant communication with school district in regards to these behaviors.

### **Success Story:**

- This year we have really developed a great partnership with the Ames Community School District. We have worked really well together to ensure the success of the program. We were able to get the curriculum, "Talking About Touching" in our program for the Kindergarten, First and Second grade students. We are also partnering with the Ames Police Department to provide additional support for the students and the teacher.
- One particular student was new to the school district this spring and new to the country as well. This summer we worked with him through the support of his parents, school staff and summer enrichment staff to help him be successful in this transition. In the beginning of the summer he was struggling with responding to other students by becoming physical. After continued communication and assistance with the student over the course of the program, we saw a great turn around in behaviors. This student was able to finish off the summer with our program and we were able to utilize the support of the family and school to help ensure the success of this student. This student also attended 100% of the enrichment program with aided in the progress for the behavior.
- We had one student who did not want to be with his teacher at the beginning of program. He wanted to be in another teachers group. By the end of program, he wanted to be with that teacher and also said she was one thing he was really going to miss the rest of summer.



# Nevada Summer Enrichment Program

**Program:** Nevada Food for Thought Program

**Submitted By:** Jennifer Schmit

## **Program Description:**

The Nevada Summer Enrichment program is a 6 week program that is offered at no cost to parents during the summer for students in Kindergarten-8<sup>th</sup> grade. The program runs in the morning from 8:15-12:15 where they get both breakfast and lunch. The Summer enrichment program was created by several different agencies in the community. Some of those agencies include:

YSS, United Way of Story County, Reading Buddies, Ames Community School District, Volunteer Center of Story County, RSVP, Nevada Public Library and Boys and Girls Club of Story County

The curriculum for the summer enrichment program is planned around what the Library's curriculum is that year. There are 4 different areas that we focus on and those areas are:

**Theme:** During theme time we will be focusing on music. The students will get an opportunity to make their own music instruments, create their own music video and here musical performances from different presenters!

**STEM (Science, Technology, Engineering, and Math):** We had partnered with Paragon for the last three years. Paragon has created lesson plans and experiments for the students along with providing funds for a field trip to Reiman Gardens. Some examples of experiments are making rockets, making music instruments and really learning about sound, learning about kinetic energy, exploring the solar system and telescopes, using dry ice and seeing different experiments utilizing dry ice and many more.

This year we are partnering with ISU 4H who will be conducting our STEM lessons for the students.

**Literacy:** We were able to have a United Way Reading Corps member create lesson plans and do various literacy activities with the youth to strength all aspects of literacy. We also had reading logs where we tracked how many minutes each student read during program. We did give the students individual reading logs to take home and encouraged them to read outside of program. The activities they did were connected to the continent they visited that week.

**Physical Fitness:** We partnered with Boys and Girls Club of Story County to provide our Physical Education for the students.

## **Number Served:**

We are serving 108 students in 2018 and we served a total of 107 students in 2017.

## **Outcomes:**

### **2017**

- We had 25 students that had reached 100% attendance and 53% of our students reached 75% or more attendance.
- We served a total of 4,092 meals this summer
- We will be able to collect data from the school district in the fall if the students who attended the summer program either increased, maintained or decreased knowledge in math and reading.
- We had a total of 1,560 minutes read during program with the students
- The students read a total of 3,940 minutes outside of program



## **Trends:**

This summer has been difficult with hiring. We have noticed a decrease in people that are applying for positions. We noticed this not only with our summer enrichment programs but with others in the childcare business.

## **Success Story:**

- I had several phone calls and emails about registration and ensuring their child(ren) were on our registration list. They had said their children had been looking forward to program all year and if they didn't get in they would be devastated. Luckily, we were able to get everyone enrolled.
- A student had a history of being defiant and was unable to calm himself down, but by the end of program, he learned how to be more in control of his emotions and make better decisions
- One student doesn't like most sports, and at the beginning of program, he would sit on the sidelines. A staff asked him to commentate like an announcer at a football game. The student loved this idea and commentated, running back and forth during the entire game. Since then, the student has been more open to participate in sports or be an "announcer" when he needed a break
- A 1st grade boy who has disabilities fully participated in activities and stayed with his group during Food For Thought by the end of program. His peers always included him to be sure he was a part of it.
- "My mom said I had to go back to basketball camp today even though I begged her to let me stay at program instead." -Basketball infatuated 5th grade girl
- One boy started out the summer getting upset and having outbursts daily. We worked with him on regulating his emotions and by the end of summer, he was able to calm himself and re-join the whole group activities.
- "I was so excited to get back from vacation so I could come to Food For Thought!" - 6 y.o. male
- We did have many students tell us they wanted to stay at program and wish it was all summer. On the last day, we had several youth cry and come up to us hugging us telling us they didn't want to go. They were very sad that it was the end of program.
- Another student who is more reserved and quiet came up to the supervisor and gave her a long hug. They told her that they wish they could stay at program and they loved being at summer program. This is also the same student that school personal had identified to us and said to give that student some extra love and attention.



# Collins-Maxwell Summer Enrichment Program

**Program:** *Collins-Maxwell Summer Enrichment Program*

**Submitted By:** *Jennifer Schmit*

## **Program Description:**

The Collins-Maxwell Summer Enrichment program is a 6 week program that is offered at no cost to parents during the summer for students in Kindergarten-8<sup>th</sup> grade. The program runs in the morning from 8:15-12:15 where they get both breakfast and lunch. The Summer enrichment program was created by several different agencies in the community. Some of those agencies include:

YSS, United Way of Story County, Reading Buddies, Ames Community School District, Volunteer Center of Story County, RSVP, Collins Public Library and Boys and Girls Club of Story County

The curriculum for the summer enrichment program is planned around what the Library's curriculum is that year. There are 4 different areas that we focus on and those areas are:

**Theme:** During theme time we will be focusing on music. The students will get an opportunity to make their own music instruments, create their own music video and here musical performances from different presenters!

**STEM (Science, Technology, Engineering, and Math):** We have partnered with ISU 4H to provide a STEM curriculum for us called Water Rocks with a music emphasis. They will be coming in weekly to present this curriculum. We have also planned many experiments on the days where ISU 4H will not be present.

**Literacy:** We were able to have a United Way Reading Corps member create lesson plans and do various literacy activities with the youth to strength all aspects of literacy. We also had reading logs where we tracked how many minutes each student read during program. We did give the students individual reading logs to take home and encouraged them to read outside of program. The activities they did were connected to the continent they visited that week.

**Physical Fitness:** We partnered with Boys and Girls Club of Story County to help us with our PE component. They proved us weekly lesson plans for our teachers who then carry out the lesson plan.

## **Number Served:**

We have 65 students enrolled in 2018 and served a total of 81 students in 2017.

## **Outcomes:**

### **2018**

- We have 65 students enrolled

### **2017**

- We had 22 students that had reached 100% attendance and 71% of our students reached 75% or more attendance.
- We served a total of 1,809 meals this summer
- We had 29.87% free and reduced lunch percentage



## **Trends:**

Last year was our first year for the summer enrichment program in Collins. We had a great turn out and are continuing that this year. We do struggle to get resources in Collins-Maxwell so we have been lucky with our current partnerships which include, the Collins Public Library, ISU 4H, and Collins-Maxwell Community School District.

## **Success Story:**

- We were able to get a few presenters to come to Collin-Maxwell this summer and put on a mini concert for our kids!
- We have one week of program under our belt and the kids were beyond excited to be returning for the summer! They arrived early with smiles on their faces ready for program! We even had several students bring in the projects that they worked on from last year to program with them this year to show off to everyone!
- We had several teachers that had helped us with our Ames and Nevada program last year come to the school district and advocate for this program to be in their school district. Because of their support we were able to get this program in the Collins-Maxwell School District. We had only 2 months to plan for this summer and did a wonderful job. This program would not be possible without everyone coming together to ensure its success.
- We had one student that had struggled with redirections and behavior interventions at the beginning of program. Staff continued to work with that student and build rapport with them throughout the 4 weeks of program. By the end of program, this student was helping their peers, able to take direction and was one of our biggest champions. They were sad to see the end of program but left with a big smile!
- Many students at the end of program were very sad to see program end and wanted it to continue!
- The Collins Library stepped up and provided programming for our students. We even had one day where it was raining and the library was very accommodating and came to the school for programming instead. They were able to let community members know of the change as well.
- The kitchen staff really stepped up and went above and beyond. They even went out one day to go and get ice cream sandwiches for the students so they could enjoy a nice treat!



# Prevention Services: Child Abuse Prevention

**Program:** *Child Abuse Prevention Services*

**Submitted By:** *Jane Larkin*

## **Program Description:**

Talking About Touching is a science-based program for Kindergarten, First and Second Grade students teaching children to protect themselves from dangerous or abusive situations. This program also discusses basic safety issues such as fire safety, gun safety, bullying, how to ask for help, as well as safe/unsafe touches. There are approximately eleven sessions, each being 20-30 minutes. Also, staff provides community educational presentations and technical assistance to partners in addressing child abuse issues throughout Story County.

Child abuse awareness presentations are also available to the community. Explore signs / symptoms of abuse, the Adverse Childhood Experiences Study (ACEs) as well as local resources for assistance. Most recently promoting 2-1-1 for local resources as well.

## **Number Served:**

351 Kindergarten--Second Grade Students participated in programming in five Story County school districts.

## **Outcomes:**

95.7% of the students who took a Pre and Post Knowledge Survey increased or maintained knowledge of the safety material presented.

## **Trends:**

Students were asked to take classroom activities home to review with parents and other trusted adults. Many students would return sharing they had shared the presented material with an adult continuing the dialogue outside of the classroom. Staff also incorporate social media in program discussions surrounding potential dangerous situations and ways to address. Students are using the lessons learned from the Talking About Touching programming in everyday life.

Students also are asking questions about safety at school and overall gun safety due to recent school shootings. Staff connect with local Police and School Staff to ensure same safety messages are being reinforced. Ames Police Officer also suggested a book to read to students, which YSS is in the process of purchasing.

## **Success Story:**

There have been a number of success stories as a result of programming. One classroom teacher asked her students to write YSS staff a Thank You card for coming and teaching them safety steps. Responses are powerful and reinforce importance of programming. Some of the comments from students:

- *'..My cousin did some thing unsafe. I said a word that means NO. You are a good helper. I will remember you and Sally (program puppet).'*
- *'...Thank you for teaching us the touching rule. I hope you come again.'*
- *'Thank you for teaching us. I learned to be safe. I know to keep my hands to myself. No body parts. If somebody does I will tell a grownup.'*
- *'...Thank you for reading stories to us. I learned to not touch other people's private body parts and they should not touch mine.'*
- *'Thank you for the No Touching Rule. Thank you for reading us stories about safety. The support tree helps us be safe. You were the best safety teacher.'*
- *'Thank you for helping us and teaching Ask First...'*
- *'Thank you for being our teacher. We hope you are still happy! I will remember the No touching Rule. Thank you for teaching us the safety steps. We enjoyed it...'*
- *'Thank you for teaching us about safety and reading us stories. I like the activities you let us do after class. They helped us know what to do. Sally is cool. You are nice. I will remember what you taught me.'*



# Substance Abuse Prevention

**Program:** *Substance Abuse Prevention*

**Submitted By:** *Jane Larkin*

## **Program Description:**

The YSS Prevention Department provides a number of efforts throughout the county. YSS provides two science-based curriculums to Story County schools that address ATOD (Alcohol, Tobacco and Other Drug Use.) Community presentations and partnerships have proven to be an effective way to communicate and inform community members on substance abuse trends.

- *Too Good For Drugs* is the first science-based program for Third through Sixth Grade students designed to reduce risk factors and enhance protective factors related to ATOD use among students. *Too Good For Drugs* is delivered in Nevada, Collins-Maxwell and Colo NESCO School Districts.
- *Project ALERT* is the second science-based curriculum offered to Story County Schools. *Project ALERT* is a two-year, science-based, substance abuse prevention program for middle school students. It is designed and proven to effectively reduce the experimental and continued use of drugs by teens. *Project ALERT's* focus is on motivating non-use, learning to recognize pressures to use, and developing and practicing skills to resist these pressures. Project ALERT is delivered in Ames, Ballard, Nevada and Collins-Maxwell School Districts.
- YSS also provides one time (or a short series of) educational ATOD presentations as requested. Prevention staffs also strive to increase community awareness of Substance Abuse Issues through media efforts, community presentations and information tables at community events.

There are a number of strong community partnerships that receive substance abuse prevention services including Iowa State University, local business, local healthcare providers, Children Well-Being Steering Committee, Story County Prevention Policy Board, etc. Prevention staffs provide technical assistance in the development of environmental strategies to address alcohol abuse, illicit drug abuse and nicotine use. During the 2017-2018 grant year the Community Partnership grant goals addressed increasing the DHS licensed childcare centers to adopt a tobacco and nicotine free policy; tobacco and nicotine free workplace policies; increase the number of tobacco retailers to post Quitline Iowa material; and educating clinics, healthcare providers and behavioral health organizations about incorporating the Ask, Advise and Refer method and fax referral system into their regular visits with patients.

YSS staffs are also involved in a number of substance abuse State of Iowa initiatives including The Governor's Drug Policy Advisory Council, Story County Opioid Task Force, Story County Prevention Policy Board, Iowa Substance Abuse Supervisors Association (ISASA) and Alliance of Coalitions 4 Change (AC4C). Staffs are active members of these state partnerships providing leadership and exploring impact state & local partnerships have on combating substance abuse issues.

## **Number Served:**

Not including tobacco prevention initiatives; substance abuse prevention staffs provided services to over 2,195 Story County residents by the end of March 2018.

## **Outcomes:**

At the end of Quarter 3 (March 30, 2018):

- 86% of the *Too Good For Drugs* and *Project ALERT* participants who took a Pre and Post Knowledge Survey increased or maintained knowledge of the ATOD material presented.
- 88% of participants involved in a one-time community presentation maintained or increased perception of harm regarding marijuana and its harmful effects. History has shown that when perception of harm decreases, use will increase. YSS continues to monitor use rates closely.
- 94% of participants involved in a one-time community presentation maintained or increased perception of harm regarding alcohol and its harmful effects.



## **Trends:**

- Students involved in *Too Good For Drugs* and *Project ALERT* programming are provided with take home activities that parallel and extend classroom goals. Each equips the young people with an opportunity for parents (or other trusted adults) to engage in dialogue regarding substance use. Research continues to demonstrate a clear connection between teen non-use and expressed disapproval of substance use by their parents.
- Good News! Alcohol 30 day use rates among 11<sup>th</sup> graders are going down however alcohol continues to be the #1 abused substance in Iowa and in Story County. Iowa Youth Survey reports alcohol use among Story County 11<sup>th</sup> graders rose from 23% in 2012 to 27% in 2014; then fell to 19% in 2016.
- Due to changes in marijuana laws in several states recently and as evidence in student feedback, students' perception regarding negative consequences of marijuana use is being challenged. More questions are being asked in the classroom in regards to marijuana use, and thus, the information covered in programming is all the more critical. Marijuana ranks second highest abused drug in Iowa and Story County. Iowa Youth Survey reports marijuana use among Story County 11<sup>th</sup> graders was at 8.5% in 2016 which was down from 9.5% in 2014. However, perception of peer approval is up to 20.4% in 2016; it was 19.9% in 2014 and 14.3% in 2012.
- Nationally Opioid Abuse is on the rise. Nearly half of young people who inject heroin surveyed in three recent studies reported abusing prescription opioids before starting to use heroin. Some individuals reported taking up heroin because it is cheaper and easier to obtain than prescription opioids. (National Institute on Drug Abuse, NIDA) The Opioid Task Force hosted a Town Hall Meeting on Opioid Abuse in January 2018. The event was well attended and was live taped via Facebook. The Task Force plans to continue community education with educational seminars across Story County in the fall of 2019.
- There is an increase of use of Electronic Smoking Device's (ESD's) among youth throughout the nation. This increased use leads to concerns about re-normalization of tobacco use and transition of youth from using ESD's to traditional cigarettes. In particular, JUULs, a new brand of electronic smoking devices, is growing in popularity with Story County youth.

## **Success Story:**

There have been a number of success stories as a result of substance abuse prevention programming and initiatives. The following are a few of those successes:

- Received correspondence from one household asking how *Too Good For Drugs* would address opiate abuse issue. Medication location (locked), proper disposal of expired medications, and posting the Poison Control contact were most frequently identified as needing to be done to insure safety re: OTC/Rx in student residences. Also explore importance of household rules (i.e. "leave the medication alone"), childproof caps and high cupboard storage will mitigate the risk of abuse/misuse.
- Story County is one of only 2 counties in the state of Iowa who is working on increasing the number of tobacco retailers to post Quitline Iowa material. Although this has been a struggle, staff have made progress and connected with a number of establishments willing to post Quitline Iowa material.
- Ames Community Preschool Center (ACPC) and Whistle Stop Academy adopted tobacco and nicotine free policies for their childcare centers.
- Staff worked with ISU Honor's Program student to speak with Kinesiology students about ACES and collect data for a presentation on the prevalence of ACES among ISU students. The presentation was completed at the end of the spring semester with approximately 200 students in attendance.
- Youth and young adults seem to gravitate to the new trend or drug being talked about on the web. We have found that YSS Prevention Programming is an important avenue for students (and school staff) to ask questions about current trends (i.e. Tide Pod Challenge, Purple Drank, Lean, etc.) and receive fact-based information on it.



# Youth Development

**Program: Youth Development**

**Submitted By: Jane Larkin**

## **Program Description:**

Prevention staffs provide support and technical assistance to a number of youth development / youth leadership programs in Story County. These programs work to empower students to become more involved in and advocate for youth issues. YSS staff offered support for meetings and activities. Youth members identify and carry out a number of projects during the school year to demonstrate that they and their peers can have fun without using drugs or alcohol. These projects include planning and participation in themed days for Red Ribbon Week in October and hosting events for students during throughout the school year. These youth leadership programs also assessed needs in their home community and looked for ways to give back. Strong youth and adult partnerships were fostered throughout the academic year. There were five youth development / leadership programs YSS staff provided support to this academic year. These programs included Ames Mayor's Youth Committee, Ballard GameChangers, Collins-Maxwell ChaMps, Ames Middle School's Builders Club and Iowa State University's Health Promotion Club.

With the Risky Business Conference now surpassing the 30 year mark, YSS decided that it was time for a change. Through surveys and a Pre-Summit in November 2016, YSS took the time to gather input, feedback and ideas from youth and adults interested in making change in their communities. As a result, YSS decided to revamp the conference and hosted the first ever Risky Business Action Summit on November 17, 2017. The intention in the shift to the Risky Business Action Summit was to go beyond a one day event. The day of the event, participants learned about positive youth and adult partnerships, how to look for needs in the community, and how to create an action plan to address the need. After the training YSS provided 9 youth and adult teams an opportunity to keep themselves informed / connected through webinars, networking and mentoring opportunities to support the action plan and efforts for the rest of the academic year.

## **Number Served:**

- 88 unduplicated Story County youth have been involved in youth development groups through YSS.
- 80 youth attended the Risky Business Action Summit in November 2018. These 80 youth represented 9 teams (consisting of youth and adults) from across the state; two of the teams are from Story County.

## **Outcomes:**

At the end of Quarter 3 (end of March 2018,) the 88 youth volunteered over 361.5 hours on youth development projects and meetings to plan the projects.

## **Trends:**

Youth are leaders! Once provided opportunities to stretch their leadership, youth blossom. Many of the youth leaders involved in these youth development groups are involved in a wide variety of activities, which make it difficult for them to participate in all meetings/activities.

## **Success Story:**

- Youth Development groups participated in a very successful Youth Day on the Hill event. Story County youth met with legislatures to share their viewpoint on substance abuse including marijuana use and educate on impact marijuana has on them and their peers. Youth also shared alcohol trends in their home community with legislators.
- Farmhouse Fraternity has developed a strong volunteer relationship with the Collins Maxwell Teen Club. Approximately 20 young men showed interest in volunteering this academic year and assisted youth with homework and leading activities to promote healthy lifestyle and healthy relationships.
- Ames Mayor's Youth Committee hosted a reception for outgoing Ames Mayor Campbell to thank her for her support and dedication to the job. Then members attended swearing in for Mayor Haila and have worked closely with the Mayor educating him on the issues youth are dealing with in Ames and Story County. A strong connection is being built!
- GameChangers made \$80 by asking for a \$2 donation for face painting at a basketball game; funds were used for activities during finals week.
- Ames Middle School's Builders Club made blankets for the Ames Animal Shelter after a shelter staff member provided the groups with a presentation.



# Youth Employment

**Program:** *Youth Employment*

**Submitted By:** *Jane Larkin*

## **Program Description:**

The goal of the Youth Employment Specialist is to work with youth and assist them in reaching their career goals. Anyone aged 14-24 looking for a job or to learn job skills is welcome to work with a Youth Employment Specialist. An initial individual meeting with the Employment Specialist is scheduled. In that meeting participants answer questions about goals, values, skills, past work experience, skills they would like to work on, etc.; identifying areas to improve upon. Then future meetings are scheduled to work with the Employment Specialist on the skills the participant wishes to improve upon. Those skills may include help with job searching, writing a resume and cover letter, and practicing interview skills. Participants may also choose to work on soft skills with the Employment Specialist including time management, stress management, communication skills, anger management, conflict resolution, teamwork, budgeting, and leadership skills. Group training on these same topics are also available.

Youth Employment Specialist works closely with the YSS Chemical Dependency Residential Treatment facilities, Seven-12 House and Youth Recovery House. Staff meet with clients 2 times a week; one time for group and the other is for one on one individual sessions and/or volunteer work. Participants are able to partner with local businesses to provide more knowledge in the specific area of interest. This approach continues to be very successful.

YSS Prevention Staff (including the Youth Employment Specialist) has taken on leadership of the Life Skills track of the 2018 Teen Maze. Seventh grade students practice interview skills, impact social media has on employment and budgeting.

The Employment Specialist also works with local businesses exploring the impact youth can have on the company. Also work with the businesses to notify youth of job openings through a monthly Job Listing.

## **Number Served:**

Approximately 1,285 Story County youth have been involved in Youth Employment Services. (Group and / or Individual Sessions.)

## **Outcomes:**

There have been a total of 35 community outreach efforts to raise awareness of youth employment issues in Story County. These efforts include meetings with local employers, community collaborations, career fairs at schools and media efforts.

94.6% of those youth participants working with the Employment Specialist who took a pre and post knowledge survey on youth employment and related material were able to maintained or increase their knowledge of the material presented.

## **Trends:**

- Youth have shared that they do not want traditional jobs, they want careers where they set their own hours. YSS staff is completing a lot of career exploration to explore what this could look like; but youth seem to have an unrealistic outlook on this. Working through a sense of entitlement.
- Parent's perception is that the school should be more involved in teaching students jobs skills. We are seeing more of a need for this training with the youth.



- During numerous conversations with different youth, it is evident that youth expect wages well above the norm for jobs they are seeking. Staff explore actual salaries and how the salaries could vary depending on experience. Staff also explore the fact that volunteer hours count as work experience on a job application and have found that the youth are more than willing to do volunteer work.
- Iowa as a whole is in need of workers. Fast food companies are raising minimum pay in an attempt to get workers. There is also a great need for employees in the trades, factories and with hands on type jobs. Youth are becoming more interested in these positions due to the increase in pay and the small amount of schooling needed.
- While many youth are looking forward to working and earning a pay check, there is a large number who have openly stated that they do not plan to work. Their plan is to live off government assistance and apply for social security for minor disabilities.

### **Success Story:**

- YRH youth took a DMACC tour but had never heard of FASFA. He didn't think he could go to college because of the cost and having a baby on the way. When he asked what the financial aid office did and learned that he could qualify for FASFA he was very excited and left there was hope for college.
- A youth who went on a tour of DMACC has identified a career path for her life as a direct result of talking with an advisor at DMACC during her tour.
- Staff took a group of YRH boys to the Pet Spa to volunteer, I noticed one boy working really fast and hard and asking for more work. He looked to really enjoy the work. I asked him how he was feeling. He told me "I really needed this, I work on a farm and sitting around that house is driving me crazy, I need to be working and moving.
- A regular place to volunteer is the Serenity Pet SPA. A number of YSS residential job education groups are volunteering at this business. YSS residents care for and clean up after animals. There are a number of teachable moments during the volunteer work to reinforce job skills training. YSS residents saw there was a need at the SPA. The Spa did not have enough towels to clean the pets. Residents held a 'old towel' drive for the SPA with YSS staff. Residents saw a need and took action to fill that gap. This is a great partnership!



# Rosedale Shelter

**Program:** Rosedale Shelter

**Submitted By:** Julia Webb

## **Program Description:**

Youth and Shelter Services (YSS) Rosedale Shelter is the oldest youth shelter facility in Iowa. Located in historic Old Town Ames, Rosedale provides emergency shelter for youth 12 to 18 years of age who have run away or are homeless, need assistance to resolve family conflict, who have been abused or neglected, have been victims of human trafficking, or are adjudicated and waiting for court action. Each year Rosedale serves up to 200 youth by providing a safe temporary home with structured activities.

Rosedale Shelter program and services include on-site shelter for youth, 24-hour supervision, crisis mediation, an Area Education Agency classroom, development of individual client goals, education and support groups, opportunities to practice basic life skills, and referral for specialized services such as psychological/social evaluation and, testing and substance abuse evaluation. A team of caring professionals works together with the goal of reuniting youth with families whenever possible, and to provide permanent, safe, and loving homes for all children.

## **Number Served:**

As of March 2018: 49 clients served in shelter, total of 184 units (bed days), 68 clients diverted from shelter placement

## **Outcomes:**

1. 88% of Story Co youth are discharged to a recommended destination.
2. 100% of Story Co youth showed improvement in basic living skills.

## **Trends:**

On July 1, 2017, YSS was awarded a new contract to provide the array of Child Welfare Emergency Services (CWES) at Rosedale Shelter. While most of the contracted services are similar to the services Rosedale has offered for many years, there are some changes to the way in which the state is placing children in shelter. The most significant change is that there is a heavy focus, both contractually and in practice, to place kids close to home. As a result, we're serving fewer children from across the state, and more local kids. Whereas in previous contract years, DHS and JCS might place children in Des Moines, Ft. Dodge, or Mason City due to their transition plan into group care or to a family member's, those local children are now being placed at Rosedale to keep them connected to local supports.

The other significant trend is the addition of the One Caseworker Model to the CWES contract and the addition of reporting requirements. This model and subsequent data collection and reporting have added a substantial burden in workflow and documentation to our direct service and administrative staff at Rosedale. The collaboration and facilitation necessary to provide excellent casework services to youth placed at Rosedale has required we add two, full-time, positions to our staff roster to meet the contractual obligations.

## **Success Story:**

On Christmas Eve, 2017, a local law enforcement agency called to make a referral for Peter. Peter had been in and out of group care and PMIC services for most of his adolescence but had been living back with his parents since the previous August. After a significant altercation at home, the police were called and Peter was removed from the home and brought to Rosedale. The Rosedale Casework team helped to get transportation set up so that Peter could continue to attend his local school. His Rosedale Caseworker also facilitated a mental health assessment to ensure Peter's medications were effective in assisting him manage his ADHD and Conduct Disorder. Peter has been at Rosedale for six months now, awaiting a foster care placement. During that time, his negative behaviors have decreased and Peter has been working on communicating his frustrations in healthy ways. He was recently matched with a YSS Community Based Mentor and staff are hopeful he'll find a foster home this summer.

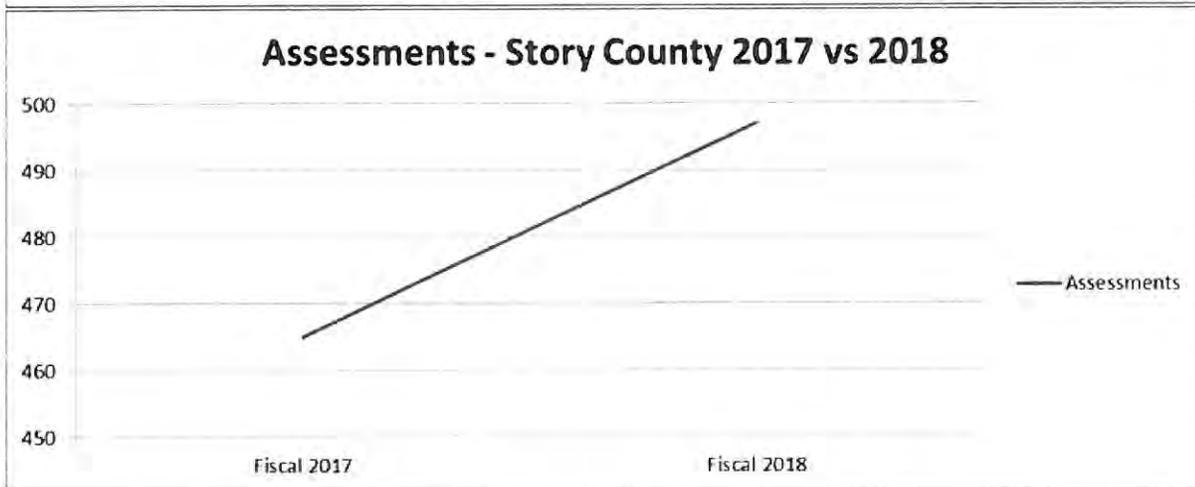
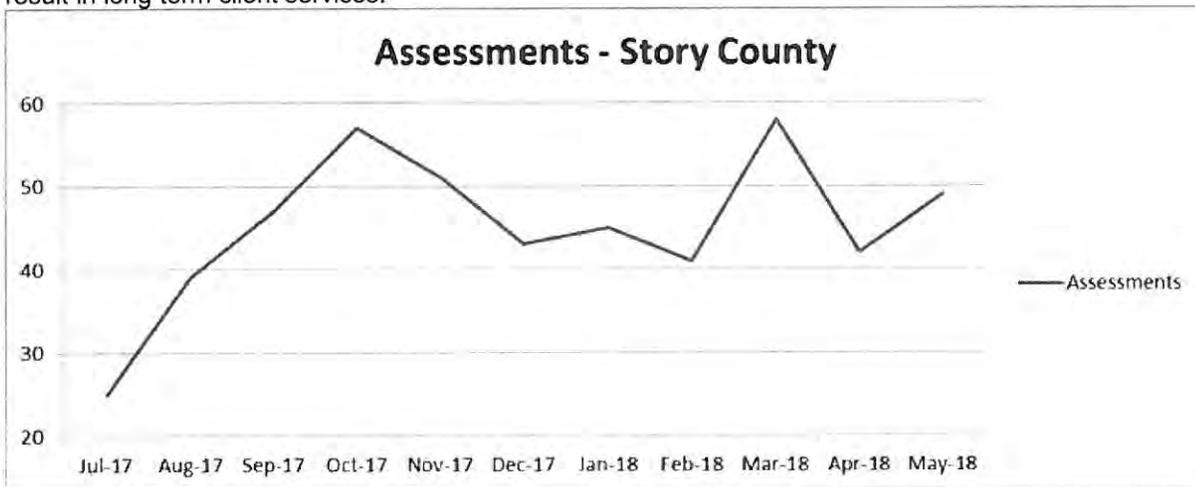


## Treatment Services

### Program: YSS Family Counseling and Clinic. Submitted By: Kathy Dinges

YSS, including Family Counseling and Clinic, achieved its three year accreditation status with the Commission on Accreditation of Rehabilitation Facilities (CARF), March 2018. The results of the survey included few recommendations for change/improvement. The practice standards for accreditation guide agencies in the provision of good care and treatment for clients served by our agency.

Improvements in the clinic's intake process have reduced the wait time for a mental health assessment with YSS from two weeks to less than 72 hours for each new person seeking services. During the 2016/2017 FY a total of 465 mental health assessments were completed in Story County. Below is a graph representing 2017/2018 FY to date. As of May 31, 2018 the Ames Clinic has completed 497 mental health assessments. Most of these assessments will result in long term client services.



**QUARTERLY REPORT  
STORY COUNTY BOARD OF SUPERVISORS AND JUVENILE COURT SERVICES  
SUBMITTED BY YSS**

**Third Quarter (January, February, March) Fiscal Year 2017-2018**

Type of Service provided for		FY 2016-2017		FY 2017-2018			
		PAST YEAR TOTALS		NEW QUARTER		YEAR TO DATE	
STORY COUNTY RESIDENTS (unduplicated)		CLIENTS	UNITS	CLIENTS	UNITS	CLIENTS	UNITS
<i>Outpatient Services</i>							
<b>OUTPATIENT MENTAL HEALTH AND SUBSTANCE ABUSE</b>							
	Integrated Health Services participants	338	N/A	35	N/A	321	N/A
	Assessment (Unit=Session)	395	443	137	167	365	422
	Individual Therapy (Unit=Session)	514	3672	95	1111	273	2830
	Family Therapy (Unit=Session)	185	752	24	305	123	655
	Supervised Visitation/Unit=30 minutes	6	50	0	0	1	18
	Individual, Family, Group Skill (Unit=Session)	135	1421	2	1174	45	2567
	Crisis Intervention (Unit = 2 hours) (Informal)	N/A	535	N/A		N/A	250
	Individual/Family Therapy (Unit =15 min) (Informal)	91	1277	1	78	29	788
	OWI Assessment (Unit=Session)	8	8	3	3	6	6
	Intensive Outpatient Program (Unit=1 Session)	0	0	4		4	0
<b>PSYCHIATRY SERVICES</b>							
	Care Coordination (Unit=Session)	331	761	11	101	99	294
	Assessment/Psychotherapy/Medication Mgmt (Unit=Session)	482	1147	56	485	291	1116

Please note that in most areas of the program the third quarter numbers for this fiscal year are on track to meet or exceed numbers for the previous year. Overall, outpatient services have been on a track of continued growth that does not appear to be slowing at this time. It is assumed that we will reach an ultimate point of saturation based on population.

Our ability to meet the demand for medication prescribing services has improved with the current availability of four part time Advanced Practice Nurses and one part time Psychiatrist. An additional waiting room was constructed earlier this year with the support of the Story County United Way. This has helped us better utilize our space on very busy clinic days.

In March of this year YSS Family Counseling and Clinic began offering STEPPS group treatment for adolescents and for young adults. This group treatment approach is specifically designed to address issues of emotional regulation which some clients struggle to achieve in their daily lives.

YSS has been working to expand the play therapy program at YSS. This treatment fills a growing need in our community. Specially trained Play Therapists utilize child specific modalities to treat emotional problems and symptoms in children. YSS currently has eight staff with various levels of training in utilizing play therapy techniques. Five of those therapists treat children in our Story County location. This program is led by a Registered Play Therapist who works diligently to continue the expansion of this program to effectively meet the growing needs of our young clients.

In the past year the clinic has experienced increasing problems with the provision of therapy in our Story County schools. Trying to maintain consistent service to the school settings that meets the needs and wants of individual schools has proven a challenge. Therapists who were serving the farthest areas of the county have departed YSS employment and we have been unable to replace them with personnel able to service this area. At the present time YSS is reevaluating its approach to providing therapy in the school setting with no specific plan for the coming school year yet developed.

The Family Counseling and Clinic has worked throughout this past year to expand the offerings for substance use treatment, especially in Story County. The Ames location now offers extended outpatient treatment, which includes substance use evaluations, OWI evaluations and individual substance use counseling for both adolescents and adults. In March of this year the program added Intensive Outpatient Treatment for young adults/transition age (age



18-26). This group approach offers 3 groups each week that are 3 hours in length. The IOP group is an 8 week program and open to new referrals at all times. The goal for the IOP program is to not only help young adults to abstain from use of all substances, but to also prevent these individuals from needing to enter an inpatient program for substance use treatment. YSS is working closely with Thielen Student Health Center, particularly with Dr. Carver Nebbe, a Psychiatrist with the Student Health Center, to assist those students who may be experiencing opiate addiction issues. YSS is also involved with an ISU summer fellowship opportunity from May 21-August 10, 2018. This individual will be working to design a collegiate recovery community program for ISU, conduct research and work towards developing substance-free activities for students on campus.

The Integrated Health Services program has continued to increase admission numbers over the year; from approximately 375 families in 2017 to over 400 at the present time. Three hundred and thirty two of our families reside in Story County. Integrated Health Services connects children and families to therapeutic services, food and housing resources, transportation and recreation. In addition the program supports children in more restrictive levels of care during their treatment and provides incentives for children to participate fully in school, therapy services and to reinforce specific goal achievement and other positive behaviors.



Introducing the all new monthly YSS Kids Club Newsletter!  
Check this out every month for the latest news and activities that have been going on!



TO PROVIDE A SAFE, NURTURING, AND STIMULATING ENVIRONMENT IN WHICH CHILDREN CAN LEARN BY ACTING UPON AND INTERACTING WITH THEIR ENVIRONMENT.



---

---

## Program Highlights: Fun Things Happening at Kids Club

### **Ballard Kids Club**

We have been doing a rotating curriculum focusing on STEM, physical activity, art, communication, and literacy. Changing up these topics daily has engaged more kids in our activities instead of the handful of same kids we would always have participate. We have been successfully running our program in two groups (K-2 and 3-5). This has allowed more one-on-one with staff along with more age appropriate activities when needed.

### **Boone Kids Club**

We have had an increase in numbers for our program this year and because of that during the winter months it will get crowded in the gym when we do indoor recess. I set up a meeting with the principal and she has made it possible for us to use the art room every day. This means that we will split up K-2 and 3-6 and each do separate activities that allow for smaller groups.

### **Gilbert Kids Club K-2**

The kids have enjoyed learning about natural disasters and had a great time making a volcano erupt, using vinegar and baking soda.

### **Gilbert Kids Club 3-6**

Gilbert 3-6 Kids Club started a can food drive the second week of November. We are collecting food through Friday, December 8th. All donations will be going to food pantries in Ames.

### **Ogden Kids Club**

During our homework and reading time, we have started setting out math flashcards (addition, subtraction etc.) and many of the kids now get excited and tell the staff that they have a math quiz coming up and what numbers they would like to focus on. This has encouraged them to find math board games and other material to try to practice their skills.

### **Roland Story Kids Club**

We have been having clubs again this month. Some of the activities we have done are cooking treats, learning about the science behind making candy and getting to make it, and learning about moon rocks and making a few to bring home. We also did an activity about oil spills where we learned about the effects of oil in the water and the challenges of cleaning it up!

---

---

## **YSS Kids Club Parent Manual Review**

### **Inclement Weather**

- If there is a delayed opening at your child's school, our before school programs will be cancelled.
- If the school closes early after school programs will be cancelled.
- If school does not dismiss early due to inclement weather, but conditions are severe, Kids Club will close at 4:30 pm. Parents will be notified by text and/or email by 2:00 pm if Kids Club will be closing early.
- Late fees will be assessed for children picked up after 4:30 pm.
- If school is cancelled due to inclement weather, Kids Club will be cancelled.
- If school lets out early due to extreme heat, Kids Club will still operate that afternoon.
- In the event there is inclement weather on a no school day or during breaks, parents will be notified by text and/or email the night before.
- Tuition reimbursements are not offered for cancelled programming due to inclement weather.

**Please monitor school delays and closings when bad weather is expected. We encourage you to visit [www.kcci.com](http://www.kcci.com) and/or [www.whotv.com](http://www.whotv.com) to sign up for e-mail or text updates regarding school closings.**

*\*Your completed registration form should have your home, work and cell contacts, as well as no fewer than three emergency contacts. This is the information we will use when we need to reach you, including in the case of illness, medical emergency, or inclement weather. If any of your contact information changes, please inform your site supervisor immediately.*

Check out the **Parent Manual** for more information regarding YSS Kids Club policies and program.

---

---

## **No School Days and Early Outs for December**

### **Ballard:**

Early out every Wednesday  
Winter Break December 22nd-January 2nd

### **Boone:**

Early outs December 6th  
Winter Break December 22nd-January 2nd

### **Gilbert:**

Early outs December 6th  
Winter Break December 22nd-January 2nd

**Ogden:**

Early outs December 6th  
Winter Break December 23rd-January 2nd

**Roland Story:**

Early outs December 6th and 22nd  
Winter Break December 23rd-January 3rd

**Please Note:**

- All sites must have **at least 10 kids signed up a day** for Kids Club to be open.
- It is important that you **fill out the winter survey by December 13** that was sent by your Site Supervisor so we can have a successful break. Your Site Supervisor is your main contact if you have any questions.
- Our goal is to accommodate your needs as a family and accurately staff our program, based on the number of children expected to attend.
- If a site does not meet the minimum number of kids needed, we will look at either combining Kids Club sites or will provide the opportunity for your family to attend another Kids Club site that day.

---

---

## Other YSS Services for Families: YSS FAMILY COUNSELING & CLINIC

With a specialty in serving children, youth, young adults and their families, YSS Family Counseling & Clinic provides healing using the most up-to-date treatments. Our highly trained, licensed professionals are dedicated to providing compassionate support using the approach that best suits each individual's needs.

Learn more about by clicking here [YSS Family Counseling & Clinic](#)

---

---

## December Snack Calendar

				1 Pita Chips and Milk
4 Waffles, Jelly, and Milk or Site Choice	5 Pineapple, Cottage Cheese, and Water	6 Graham Crackers and Milk	7 Fresh Fruit and Milk	8 Whole Wheat English Muffin, Jelly, and Milk
11 Frosted Mini Wheats and Milk	12 Mandarin Oranges and Milk	13 Ritz Crackers and Milk	14 Tortilla Chips, Salsa, and Water	15 Site Choice
18	19	20	21	22 Animal

Cheerios and Milk	Carrots, Ranch, and Milk	Pretzel Crisps and Milk	Fresh Fruit and Milk	Crackers and Milk
25 Kids Club Closed	26 Life Cereal and Milk  Gogurt, Raisins, and Water	27 Applesauce and Milk  Goldfish and Milk	28 Pickles, Saltines, and Milk  String Cheese, Cranberries, Water	29 Site Choice Cornflakes and Milk  Hot Dogs, Whole Wheat Bread, Ketchup and Water or Site Choice

---



---

STAY CONNECTED:



Check this out every month for the latest news and activities that have been going on!



TO PROVIDE A SAFE, NURTURING, AND STIMULATING ENVIRONMENT IN WHICH CHILDREN CAN LEARN BY ACTING UPON AND INTERACTING WITH THEIR ENVIRONMENT.



---

---

## Program Highlights: Fun Things Happening at Kids Club

### Monthly Updates!

#### **Ballard**

During the month of February, we had the children participate in clubs on Tuesdays. The clubs were voted on by the kids and include science, art, dance, and sports. The clubs have gone over very well and we look to switch topics after Spring Break. During an early out in February, the Juggling and Unicycle Club from ISU perform for the group. The members of the club set up stations after their performance which allowed the kids to learn more tricks. We are working on having more speakers at Kids Club for the remainder of the semester. We continue to work through the Lions Quest prevention curriculum on Thursdays.

#### **Boone**

We had a good month at Kids Club. We talked about the Winter Olympics and the kids had a fun time "competing" in a variety of events in which they received medals for at the end of the day. We are also starting Class Dojo, where the kids earn points each day and then get to pick a prize pass if they earn three or more points for the day. We are focusing on good choices and how we can make are friends feel good inside!

### **Gilbert K-2**

Girl Scouts started an outreach program at Kids Club this month! We now have the Girl Scouts who do a program on Mondays from 4-5, and the Boy Scouts who come on Fridays from 4:15-5:00. We also have 3 tutors from the America Reads/America Counts program who are on site 4/5 days each week. We love all the partnerships and opportunities that come with them.

### **Gilbert 3-6**

Our partnership with the Girl Scouts has helped build more positive relationships and solve problems by modeling open communication in a safe environment. The kids have also enjoyed using "Make-Dos" to construct cardboard creations. Please send any cardboard boxes our way!

### **Ogden**

This month we have started our new curriculum called Lions Quest which has been going really well with the kids! Its great to have some small group time to discuss different topics and hear each others opinion. We will continue this curriculum for the rest of the school year!

### **Roland Story**

In February we welcomed a few new children to our program! We also started new weekly clubs. On Monday's we participated in Origami Club and Lego Club. A few of the activities in Origami Club include learning about windmills and then made our own origami windmills. We also learned about the Greek story of Odysseus and the Cyclops, and made a Cyclops Eye! in Lego Club we challenged the kids to make boats that could float out of marbles, as well as making a marble maze out of legos. On Thursday we started Baseball Club and Animal Club. In Baseball Club we learned the rules of baseball and researched a few famous baseball players. Of course, we also played a few games of baseball using our new wiffle ball equipment. In Animal Club we learned about different types of animals and the sounds and motions they make, and then turned what we learned into a game of tag. We also learned about Hibernation and made our own bear caves.

---

---

## **YSS Kids Club Parent Manual Review**

### **Late Pick Up Policy**

We highly discourage late pick-ups! Being picked up late can be upsetting for children. In addition, it costs our program extra to keep staff on-site after closing time. Therefore, the following policy is in place to ensure that we limit late pick-ups.

**First Late Pick-Up:** Things come up and accidents happen, etc. Therefore, your first infraction will be a written warning that will go on record. No charge will be assessed the first time you are up to 15 minutes late. For every minute after that, you will be charged \$2.00 per minute per child, which must be paid within two working days.

**Second Late Pick-Up:** If your child is picked up after closing a second time, you will be charged \$2.00 per minute per child for every minute that you are late. This charge must be paid within two working days. In addition, a conference may be scheduled with the Kids Club Site Supervisor.

**Third Late Pick-Up:** If your child is picked up after closing a third time, you will be charged \$2.00 per minute per child for every minute that you are late. This charge must be paid within two working days. A conference will be scheduled with the Kids Club Site Supervisor and Kids Club Coordinator. Dismissal from the program may be discussed

Check out the [Parent Manual](#) for more information regarding YSS Kids Club policies and program.

---

---

## **No School Days and Early Outs for March**

**Ballard:**

Early out every Wednesday  
No School Days March 9th  
Spring Break March 12th-16th

**Boone:**

Early outs March 7th and 8th  
Spring Break March 12th-16th  
No School Day March 30th

**Gilbert:**

Early out March 8th  
No School Days March 9th  
Spring Break March 12th-16th

**Ogden:**

Spring Break March 12th-16th  
Early out March 21st  
No School Day March 30th

**Roland Story:**

Early outs March 6th, 8th and 30th  
Spring Break March 12th-16th

**Notes for Spring Break:**

- Our goal is to accommodate your needs as a family and accurately staff our program, based on the number of children expected to attend.
- If a site does not meet the minimum number of kids needed, we will look at either combining Kids Club sites or will provide the opportunity for your family to attend another Kids Club site that day.
- Please remember to pack a lunch everyday!
- If your child is sick or your plans change, please let the site supervisor know as soon as possible.

---

---

**Don't Forget!**



# March Snack Calendar

			1 Pickles, Saltines, and Milk	2 Site Choice
5  Frosted Mini Wheats and Milk	6  Mandarin Oranges and Milk	7  Goldfish and Milk	8  Fresh Fruit and Milk	9  Graham Crackers and Milk
12  Life Cereal and Milk  Tortilla Chips, Salsa, Water	13  Gogurt, Cranberries, Water  Ritz Crackers and Milk	14  Applesauce and Milk  Cheese Its and Milk	15  Bread, Jelly, Water  String Cheese, Cranberries, Water	16  Waffles, Jelly, Milk or Site Choice  Site Choice
19  Cheerios and Milk	20  Pineapple, Cottage Cheese, and Water	21  Pretzel Crisps and Milk	22  Fresh Fruit and Milk	23  Animal Crackers and Milk
26  Cornflakes and Milk	27  Carrots, Ranch, Milk	28  Pita Chips and Milk	29  Whole Wheat English Muffin, Jelly, Milk	30  Site Choice

STAY CONNECTED:



Check this out every month for the latest news and activities that have been going on!



TO PROVIDE A SAFE, NURTURING, AND STIMULATING ENVIRONMENT IN WHICH CHILDREN CAN LEARN BY ACTING UPON AND INTERACTING WITH THEIR ENVIRONMENT.



---

---

## Program Highlights: Fun Things Happening at Kids Club

### April Monthly Updates!

#### **Ballard**

During the month of April, we had a service project with the Friends of Huxley Library. Each child decorated a rock to help beautify the "little libraries" in Huxley. As a thank you to the Kids Club program, Ms. Sharday sponsored all the kids' participating in the program. \$42 was donated to the library which will be used to buy new books, dvds, etc. for community members. Kacie Wintermute started as the Ballard Site Supervisor. Kacie comes to Kids Club with a lot of experience in school age care and as worked at camps which will be an asset to our summer program. On site we are wrapping up the school year with fun activities and end of the year surveys. Please be on the look out for an additional email containing an link to the parent end of year survey. We appreciate all your feedback. Happy May!

#### **Boone**

We have started a math club called Crazy 8's Club. Crazy 8's is a recreational after-school math club that helps kids enjoy the math behind their favorite activities! It's nothing like your usual math club. With Crazy 8's kids build glow-in-the-dark structures, crack secret spy codes and play games like the Toilet Paper Olympics.

### **Gilbert K-2**

The boys who have been participating in the Boy Scouts outreach program earned a badge and a uniform this month. They were VERY excited and proud to wear their new uniforms. Some of the weekly themes we focused on in May were dinosaurs, Minecraft, and princesses. The kids really enjoyed learning about dinosaurs, fossils, and paleontologists.

### **Gilbert 3-6**

Gilbert 3-6 Kids Club had the Iowa State Naturalist group join to kick off the nice weather! They led fun games about migration, fishing, and hibernation! We also enjoyed making and flying kites for Cindy's Last Day Celebration! The kids have enjoyed the extra time outside for recess, as we started our seasonal "road side pick up" at the playground! Woo hoo!

### **Ogden**

Ogden spent the month of April trying new group games, creating scrapbooks and using lots of glitter! We had several kids create their own games and share them with the group. The kids worked hard to create new "communities" out of their centers and love to show their parents pictures of what they made when they get picked up!

### **Roland Story**

This month we gained another new child, who is just loving Kids Club, and we are loving having him here! Our morning program has reached 21-22 kiddos now! We have reached a number where we had to add a third staff in the morning for ratio.

---

---

## **YSS Kids Club Parent Manual Review**

### **Reporting Abuse and Neglect**

Individuals working at Kids Club are mandatory reporters and are required by law to report cases to the Department of Human Services (DHS) if they have reasonable cause to believe or suspect a child is suffering from abuse or neglect or is in danger of abuse or neglect. DHS will determine appropriate action and may conduct an investigation. It then becomes the role of DHS to determine if the report of abuse or neglect is substantiated and to work with the family to ensure the child's needs are met. YSS Kids Club will cooperate fully with any investigation and will maintain confidentiality concerning any report of child abuse or neglect. Our concern is always the protection of the child.

Check out the [Parent Manual](#) for more information regarding YSS Kids Club policies and program.

---

---

## **Last Day of School and Early Outs for May**

### **Ballard:**

Early out every Wednesday  
Last day of school June 1st (11am dismissal)

### **Boone:**

Early out May 2nd  
Last day of school May 30th

### **Gilbert:**

Last day of school June 1st (Early Out)

**Ogden:**

Early out May 16th  
Last day of school

**Roland Story:**

Early outs May 9th and 30th  
Last day of school May 30th

**Notes for Summer Kids Club**

- Summer Packets will be sent out via email after May 1st
- Please fill out the paperwork and return by the due date
- If you have any questions talk to the supervisor

## Other Services YSS Offers: Healthy Futures

### Your Child's Future Begins Now

Sometimes, parents and caregivers need help learning how to manage a growing family and household. That's why YSS offers the Healthy Futures program.

Knowledgeable, caring staff provide one-on-one support to parents and children, with the goal of further improving program participants' parenting skills, resulting in a happy and healthy family.

Click the link for more information: [Healthy Futures](#)

## May Snack Calendar

	1 Applesauce and Milk	2 Goldfish and Milk	3 Fresh Fruit and Milk	4 Whole Wheat English Muffin, Jelly, and Milk
7 Waffles, Jelly, and Milk	8 Carrots, Ranch, and Milk	9 Graham Crackers and Milk	10 Pickles, Saltines, and Milk	11 Site Choice

14 Life Cereal and Milk	15 Pineapple, Cottage Cheese, and Water	16 Ritz Crackers and Milk	17 Fresh Fruit and Milk	18 Cornflakes and Milk
21 String Cheese, Cranberries, and Water	22 Tortilla Chips, Salsa, and Water	23 Cheese Its and Milk	24 Cheerios and Milk	25 Site Choice
28 No Kids Club	29 Pita Chips, Hummus, and Milk	30 Pretzel Crisps and Milk	31 Fresh Fruit and Milk	

STAY CONNECTED:



# Roland-Story Summer Kids Club

## Come Join the Ultimate Summer Experience



### Why Kids Club?

- We are open to all children who have completed **K-5 grade**
- We are open daily from **6:30AM until 6:00PM**
- We provide activities designed to engage children while supporting academic skills
- We have highly trained staff and offer a high-quality summer program!
- Guest Speakers
- New Friends
- Weekly Field Trips
- Cooking Projects
- Academic Enrichment
- Culturally Themed Activities
- STEM Activities
- Library Visits
- Swimming
- Art and Much More

### Frequently Asked Questions

- ⇒ **What does the registration fee cover?**  
The registration fee pays for the supplies needed for each child to begin Kids Club, as well as a t-shirt.
- ⇒ **What is the cost?**  
Fees are determined on a sliding fee scale, based on your family size and adjusted gross income from your most recent taxes. A copy of the fee scale is on our website and you will work with the site supervisor to determine the correct amount.
- ⇒ **How often do I pay?**  
You are billed bi-weekly on Fridays for the following two weeks of care. Fees are paid via an automatic withdrawal from checking/savings account or credit card.
- ⇒ **Is there a set fee or do I pay for the days my children attend?**  
You pay for the days your children attend. However, we must know in advance what days they will be attending.
- ⇒ **Do you serve lunch?**  
No, each child is responsible for bringing a sack lunch each day. We do provide a morning and afternoon snack.

**Roland Story Kids Club will be located at Roland-Story Middle School this summer due to renovations.**

206 S. Main Street, Roland, IA 50236.

For more information please contact Sarah Cohen: [kcrolandstory@yss.org](mailto:kcrolandstory@yss.org) or 515-291-1564

MAY 2018



# Mentoring

SERVING BOONE AND STORY COUNTIES SINCE 1999



## Bingo Night

YSS Mentoring Bingo Night took place on Thursday, April 12, 2018 at the Ames Middle School. The theme for this end of the year celebration was "The Best Me is Drug Free." This theme focused on goals and dreams for the mentee and how mentors can support them in their goals. Mentors had an opportunity to help their Mentees make a "Dream Job Collage" to take home with them.

The matches ended the evening with a few rounds of Bingo, snacks and all mentees went home with three prizes and a blanket donated from the Linus Project. 65 people were in attendance.

## SCHOOL SPOTLIGHT

### Ames Middle School

Facilitator: Carla Roberts

Timing is everything at Ames Middle School. This year, our mentors have had to navigate students' ever changing schedules, work around weather issues and many activities. Through all this, AMS mentors have taken it all in stride and they have found creative ways to connect with their students. Our mentors are meeting with their students at lunch, after school and we even have one match that are e-mentoring. The activities the matches are doing range from playing basketball, card games, hanging out and eating together or finding creative ways to play longer board games by taking pictures of the game to set it up and continue the next time. I am truly inspired by all the great ways my mentors are engaging with their students.

### ISU's Young stops by Ames Middle School for pickup game

Iowa State basketball player Solomon Young stopped by Ames Middle School to play basketball with students apart of the YSS Mentoring Program. Click on the link below to read the Ames Tribune article.

<http://www.amestrib.com/news/20180427/isu8217s-young-stops-by-ames-middle-school-for-pickup-game>

## End of the Year Surveys

### Your feedback is important to us!

We're are currently administering surveys to mentee, mentors, parents/guardians and teachers. All of the surveys are asking similar questions from mentees, parents, school personnel and mentors to get their perceptions about the mentee's changes.

Click the link below to complete your mentor survey online!

<https://www.surveymonkey.com/r/MentorEvaluation2018>

## Important School Dates

### **AMES**

**May 28:** No classes (Memorial Day)  
**LAST DAY of School:** May 31

<http://www.ames.k12.ia.us/calendar/>

### **BALLARD**

**May 9 :** Early Dismissal  
**May 15 :** Early Dismissal  
**May 23 :** Early Dismissal  
**May 28:** No classes (Memorial Day)  
**LAST DAY of School:** June 1

<http://www.ballard.k12.ia.us/calendar/>

### **BOONE**

**May 28:** No classes (Memorial Day)  
**LAST DAY of School:** May 30

<https://boone.k12.ia.us/new/index.php/calendars/>

### **COLLINS-MAXWELL**

**May 9:** Early Dismissal (1:30 PM)  
**May 16:** Early Dismissal (1:30 PM)  
**May 23:** Early Dismissal (1:00 PM)  
**LAST DAY of School:** May 23

<http://www.collins-maxwell.k12.ia.us/calendars>

### **GILBERT**

**May 28:** No classes (Memorial Day)  
**LAST DAY of School:** June 1

<http://www.gilbertcsd.org/parents-students/2016-17-district-calendar/>

### **NEVADA**

**May 28:** No classes (Memorial Day))  
**LAST DAY of School:** June 4

<http://nevadacubs.org/district/resources/16-17-school-calendar-2>

### **OGDEN**

**May 16:** Early Dismissal (1:00 pm)  
**May 28:** No classes (Memorial Day)  
**LAST DAY of School:** May 31

<http://www.ogdenschools.org/page/3860>

*Please contact your mentoring facilitator if these dates conflict with your regularly scheduled meeting!*

**Please remember to sign in at the front office each time you mentor!**

## End of the Year Closure

Closure, the process of transitioning or ending relationships is a natural part of the mentoring life cycle. Healthy closure provides mentees with an opportunity to reflect on their experience. As final meetings approach matches are encourage to prepare for closure and celebrate their time together.

### **Please keep the following in mind:**

1. As Mentors you need to explain the reason why you will not be returning – even if it seems obvious (going to college or job move). Mentors also need to be honest with the mentee and listen to feelings the mentee may express.
2. Mentors should reflect on the relationship with the mentee and reminisce about the positive times they had together and role model appropriate grieving.
3. Some mentees will have class parties, field trips, etc.. the final week of classes. Consider talking to your mentee's teacher to see what they have planned. This will help you determine what day will be best for your last meeting.
4. All matches are encourage to continue the upcoming school year! Please make sure to inform your Facilitator regarding your desire to continue with the mentoring program.

## Closure Activities

### **Take time to Reflect & Celebrate!:**

1. Mentors can help their mentees anticipate and gain some sense of control over the end of the relationship by jointly making a calendar or a picture of an hourglass that signifies remaining meetings, or creating a timeline in which the termination date is set.
2. During the final meeting, talk about how enjoyable the relationship has been. Tell the student about his or her great qualities (for example, creativity, sense of humor, hard work, and perseverance). Mentors can let the student know how those qualities and strengths will help throughout life.

### **Craft Time!:**

1. Make each other a card or some craft to show your appreciation for one another. This will provide a nice keepsake for you both to have until you meet again the following school year.
2. Make a memory box or collage that depicts feelings, skills, and memories of shared activities.

### **Fast Forward:**

1. Talk to them about expectations/goals they have for the following school year and how they can achieve them.
2. Give the student a small notebook and ask

## Summer Mentoring in Ames

**K-4 grade students participating in the Ames Summer Enrichment program at Meeker Elementary are eligible for summer mentoring.**

Summer mentoring takes place over the lunch period. New mentors who start in the summer are expected to continue with their mentees during the upcoming school year. Currently, the summer enrichment program has 96 students enrolled. Of the 96 enrolled, 8 students are currently a part of the YSS Mentoring program and 4 are on our waiting list. If your mentee will be in the summer enrichment program this summer you will have the option to continue to meet with them during the course of the summer enrichment program.

## Volunteer Opportunities

### YSS' Friends Committee

YSS Friends Committee is looking to add members to the group. This committee helps with fundraising, volunteering and donor stewardship activities for YSS. They meet monthly over lunch at the YSS Jacobson Building in Ames.

**Please email Sarah Mowery at [smowery@yss.org](mailto:smowery@yss.org) if you have questions or interested in joining!**

### Volunteer Tutoring Opportunity Summer Reading Buddies

Provide literacy support to children who have completed kindergarten through third grade. Sign up to be a volunteer literacy tutor. All training, materials and lesson plans are provided.

**June 11 - July 26, 2018  
(with a break July 2-6)**

Visit [www.raising-readers.org](http://www.raising-readers.org). Click on 'Summer Reading Buddies' Volunteer Registration Choose the site and time that works with your schedule.

**Sites in Ames, Nevada and Huxley**

### Summer Programs

**Help make a difference this summer by volunteering!** Opportunities are available on either a weekly or occasional basis to fit your schedule.

#### Programs run June-August 2018

**Just right for individuals:** Classroom Assistants, Activity Assistants, Mentors (Ames Only)

**Perfect for groups, teams, or companies looking for a way to help:** Meal Servers, Conversations Partners, Reading Partners

**Little Cyclone Camp**  
Ames

**Food for Thought**  
Nevada & Ballard

**Summer Program**  
Collins-Maxwell

**Summer Lunch**  
Ames Public Library

Sign up to volunteer at the Volunteer Center of Story County website: [www.vcsc.org](http://www.vcsc.org).

**Questions about programs?**  
Contact Jen Schmit at: [JSchmit@yss.org](mailto:JSchmit@yss.org)

STAY CONNECTED





# Mentoring

SERVING BOONE AND STORY COUNTIES SINCE 1999

## National Mentoring Month was a Success!

National Mentoring Month was a success! We created new partnerships and received several mentor applications as a result of all of our efforts. Thank you for your support in helping us raise awareness and inspire others to become mentors!

### OPEN HOUSE

The mentoring staff have decided to postpone the open house until the fall. Keep your eyes peeled for more information. Please contact your facilitator if you have someone you would like to refer to the program. We would love to connect with them and answer any of their questions.

## SCHOOL SPOTLIGHT: Ballard Mentoring



### Ballard Match Spotlight

Evy and Kara (11 and a fifth grader) have been a team for over three years. Some of the things that Kara likes about having a mentor is having someone to help with math and just someone to talk to. She thinks Evy is nice and funny. Evy thinks Kara is funny and curious and is nice to everyone. They also enjoy meeting outside of school for matinee movies.

Evy and Jared have been a team for almost two years. Jared is a 9 year old third grader. His favorite part of mentoring is when they play games (and Jared wins). He says mentoring helps him with his math and having someone to talk to. He says Evy is nice and he is always learning something. Evy says Jared is funny and smart. When Evy asked Jared who invented bananas, Jared answered, "Albert Einstein".

Evy has been a blessing to Ballard mentoring since 1999.

### Kim Weeks

Ballard Mentoring Facilitator and mentor since 1999.

Here's just a few lessons Facilitator Kim Weeks has learned from her mentees:

1. Very seldom do I win in a board game against a 7 year old.
2. "Guess What" actually means, Can I have your attention.
3. Sometimes we need "No Brainer" time, as school is hard and the mentee can let everything go at this time.
4. That I don't look my age, but I could be anyone's grandma.
5. Eating in the lunchroom is loud, but sometimes needed to watch the mentee with peers.
6. Those bags of special cheese curls are like bags of gold.
7. When I show up at lunchtime, I never know how many kids my presence touch.
8. The hardships that my mentees are experiencing many times I have never experienced.
9. That I can't control what is happening in their lives, but they know I will be there to listen.
10. At night when I fall asleep, I know that small amount I have given, is a difference.

# Mentoring Bingo Night

## Thursday, April 12 - 6:30-8:00 PM

**Location:** Ames Middle School - Mortensen Rd. Ames  
**6:30-7:00 PM** - Snacks & Activities / **7:00-8:00 PM** - BINGO TIME!

### "The Best Me is Drug Free"

This year's theme focuses on goals and dreams for the mentee and how mentors can support them in their goals. Mentors will have the opportunity to help their Mentee make a "Dream Job Collage" to take home with them. As a mentor you can make that connection that if your Mentee wants to reach their goals they need to stay healthy and be themselves. They can't do that if they are using or abusing substances.

**Let your facilitator know if you plan to attend. All mentees must have a signed permission slip to attend.**

### Important School Dates

#### AMES

**March 8 & 9:** No classes (Conferences)  
**March 12-16:** No classes (Spring Break)

<http://www.ames.k12.ia.us/calendar/>

#### BALLARD

**March 9:** No School (Staff Dev Day)  
**March 12-16:** Spring Break  
**March 21:** Early Dismissal

<http://www.ballard.k12.ia.us/calendar/>

#### BOONE

**March 12-16:** No School (Spring Break)  
**March 20:** No School (Staff Dev Day)

<https://boone.k12.ia.us/new/index.php/calendars/>

#### COLLINS-MAXWELL

**March 14:** Early Dismissal (1:30 PM)  
**March 30 & April 2:** No classes (Spring Break)  
**March 21:** Early Dismissal (1:30 PM)  
**March 28:** Early Dismissal (1:30 PM)

<http://www.collins-maxwell.k12.ia.us/calendars>

#### GILBERT

**March 9:** No classes  
**March 12-16:** No classes (Spring Break)

<http://www.gilbertcsd.org/parents-students/2016-17-district-calendar/>

#### NEVADA

**March 12-16:** No classes (Spring Break)  
**March 30:** No classes (Teacher Work Day)

<http://nevadacubs.org/district/resources/16-17-school-calendar-2>

#### OGDEN

**March 12-16:** No School (Spring Break)  
**March 21:** Early Dismissal (1:00 pm)  
**March 30:** No School (Good Friday)

<http://www.ogdenschools.org/page/3860>

*Please contact your mentoring facilitator if these dates conflict with your regularly scheduled meeting!*

**Please remember to sign in at the front office each time you mentor!**

### Resources & Articles

#### Prevention Through Mentoring

Our Mentoring Team continues to partner with the Prevention Staff at YSS to encourage positive decision making with regards to substance abuse among our mentees. Children of parents who talk to their kids regularly about drugs and alcohol are 42% less likely to use drugs than those who don't. As a mentor you can play that role. This most important point to make is always that you care about your mentee and would never want something bad to happen to them.

#### Here's some more tips for engaging your mentee in discussions:

—**TIP #2:** Keep conversations appropriate for your mentees age group: Kindergarten through Fifth Graders should know very little, but establishing the caring relationship is important at that age. If specific questions are asked by the mentee, but supportive and help in any way you can. Middle School students will know a lot more, and begin to feel the pressure. This is when it is appropriate to start asking them the questions about their thoughts and feeling toward substance abuse.

—**TIP #3:** Do not disclose personal information about your past: They look up to you, but it is important to

make sure the conversation is not about you and what you have, or have not done.

## SUPPORTING YOUNG PEOPLE IN THE WAKE OF VIOLENCE AND TRAUMA

This guide provides mentors with recommendations and resources to help them support youth who have faced experiences with violence or trauma. Topics addressed include helping youth process their emotions, ask for help, and channel uncertain feelings into positive action. The resource includes information on a mentor's role in these conversations, how to communicate effectively about these topics, ways to provide support, and strategies for building facilitating group and community conversations about violence and trauma. >> [Read to Article](#)

## Kick Butts Day - March 21, 2018

Kick Butts Day is a national tobacco awareness day started by the Campaign for Tobacco Free Kids ([www.tobaccofreekids.org](http://www.tobaccofreekids.org)). Kick Butts Day is recognized this year on March 21st. This day is intended to be a time for youth to educate themselves and others about tobacco use and encouraging people to not use tobacco.

Below is an activity you can do with your mentee or other youth you know. If you have questions about the activities or tobacco please let us know!

**My Top Five:** Have students trace their hands and cut them out. Include on each finger a reason why you're tobacco-free. Examples: my family, friends, sports, etc.  
(source: <http://smokingstinks.org/tfk/tfk-week-activities/activities-for-elementary-age/>)

## YSS Volunteer Opportunities



### REGGIES SLEEPOUT - March 24th

Sleep out at Jack Trice Stadium on March 24th to raise funds and awareness for youth homelessness.

#### How to get involved:

- Register now
- Sign up a team
- Fundraise or donate
- Camp out
- Link our Facebook page @reggiesleepout.ames

Register online today at [www.reggiesleepout.org](http://www.reggiesleepout.org)



### Teen Maze - April 2-6

Teen Maze is an experiential learning event that delivers powerful information to 7<sup>th</sup> grade students in Story, Boone, and Greene counties.

If you are new to Teen Maze, learn more here: <https://youtu.be/m1NX0VDTfj4>

#### Teen Maze Sign Up:

<http://signup.com/go/PLxDncW>

STAY CONNECTED



Consideration of Tuesday, August 21<sup>st</sup> as a Limited Agenda Only

**APPROVED**      **DENIED**

Board Member Initials: AS

Meeting Date: 6-19-13

Follow-up action: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



RECEIVED

JUN 11 2018

STORY COUNTY BOARD OF SUPERVISORS

June 7, 2018

Story County Administration  
900 6th St.  
Nevada, IA 50201

Dear Story County Supervisors & Facilities Director Joby Brogden:

We write to you today with much excitement about the upcoming Lincoln Highway Days festival on Saturday, August 25th! We are again requesting the use of the lot for the Za Ga Zig train provided by the Nevada Masons. They will be offering train rides for children between the hours of 11 am and 5 pm. We request the use of this area on Saturday, August 25th from 9:00 am to 6:00 pm.

The Lincoln Highway Days Committee wishes to express their appreciation for all the assistance you have provided for Lincoln Highway Days. If there are any concerns, please contact Lynn at the Nevada Chamber of Commerce office at 382-6538. Thank you for your consideration!

Sincerely,

2018 Lincoln Highway Days Committee

**APPROVED**      **DENIED**

Board Member Initials: LS

Meeting Date: 6-19-18

Follow-up action: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**STORY COUNTY  
APPLICATION FOR PERMIT  
TO USE OR EXPLODE DISPLAY FIREWORKS**

**APPLICANT INFORMATION**

Name: TWIN ANCHORS GOLF COURSE  
Address: 68030 US Hwy 30 - Colo, IA 50056  
Phone: Day: 515-291-3759 Evening: 515-291-3759  
Operator's name and address (if different from applicant):

SAM Jurgens / JEM Displays

**DESCRIPTION OF OPERATOR'S COMPETENCY**

30+ YEARS

**EVENT INFORMATION**

Date: 6-30 Time: \_\_\_\_\_ Location: TWIN ANCHORS  
Rain Date: 6-31

**INSURANCE INFORMATION**

Are you insured?

Yes

No

Name, address, and phone number of insurance company and agent:

BRITTON GALLAGHER  
A certificate of insurance shall accompany the application.

TWIN ANCHORS GOLF COURSE  
SIGNATURE OF APPLICANT

6-13-18  
DATE

"Pursuant to Iowa Code §331.304(8) and §727.2, the Story County Board of Supervisors may grant a permit for the use or explosion of display fireworks upon a written application when the display fireworks will be handled by a competent operator. The operator shall handle and discharge the display fireworks according to applicable law and manufacturer's recommendations, and shall operate safely under all circumstances. The permittee/operator certifies that s/he has authority to operate display fireworks on and over the location listed in the permit where the display is to occur. Any such permit shall be void if the use occurs when a 'burn ban' is in effect or if conditions are conducive to fire. Any permit is valid only in the unincorporated areas of Story County, Iowa, and this permit is immediately void if any display fireworks are operated over any part of a city, airport, airstrip or outside of Story County (except non-nuisance airborne smoke that may drift from the display location). Any permit so issued does not immunize the applicant or operator from complying with all laws and regulations concerning the purchase, transportation, possession, storage, firing, and discharge of explosives and fireworks. The permittee/operator shall comply with lawful directives of any peace officer and emergency services worker and the permittee/operator shall produce the permit upon request of any peace officer or emergency services worker. The applicant/permittee and/or operator shall assume all liability and risk of loss, injury or death to any entity or person associated with the handling and/or discharge of the display fireworks, and agrees to indemnify and hold Story County, its agents and employees, harmless from any and all liability associated with the use or explosion of display fireworks. The permittee/operator specifically and voluntarily agrees to the foregoing and understands the granting or denial of this application is a matter of discretion resting solely with the Story County Board of Supervisors, its agents and/or assigns."

- Attach certificate of insurance to the application
- Submit completed application and insurance information to the following:

Story County Auditor's Office  
900 6<sup>th</sup> St.  
Nevada, Iowa 50201

The deadline for the Board of Supervisors' weekly meeting agenda is Thursday at 3 pm. Completed applications received by the deadline shall be placed on the agenda for the following Tuesday.

**OFFICIAL USE ONLY**

APPLICATION APPROVED

APPLICATION DENIED

\_\_\_\_\_  
CHAIRPERSON, BOARD OF SUPERVISORS

\_\_\_\_\_  
DATE

**RADIO COMMUNICATION TOWER & ANTENNA AGREEMENT**

This Agreement, made and entered into, between **Electronic Engineering Co.**, a business existing under and virtue of the laws of the State of Iowa, hereinafter known as the "*Company*", and **Story County Facilities Management**, hereinafter known as the "*Lessee*", is to the following effect:

*Lessee* wishes to operate a communication radio antenna on the tower of the *Company*, and the *Company* is willing to grant such right as provided herein. Therefore, in consideration of the mutual covenants herein contained and the rights and obligations of the parties, one to the other, herein provided, it is hereby mutually covenanted and agreed as follows:

1. Effective July 1, 2018, the *Company* agrees to permit *Lessee* to operate a communication radio antenna with associated transmitter and/or receiver on the *Company's* tower located at 2220 E Lincoln Way, Ames, Iowa, subject to the following conditions:
  - a. The antenna will be installed on the tower, approximately 150 feet above ground level. The precise location to be determined by the *Company's* designated engineer.
  - b. All installation and cabling of the antenna shall be by means of clamping and strapping. In no event shall any tower members be drilled or punched or otherwise mutilated.
  - c. The installation and operation of the transmitter(s) and antenna(s) shall be such that there will, at no time, be any interference caused to the *Company* and its operation.
  - d. Equipment required for the operation of the antenna(s) shall be installed in space assigned thereto by the *Company*.
  - e. The antenna & coax shall initially be furnished by the *Company*. Any replacement of antenna system components, for any reason, (including wear and tear or acts of God) shall be the responsibility of the *Lessee*, under the following conditions.
  - f. All installation work shall be done in a good workman-like manner, satisfactory, in every respect whatsoever, to the *Company*.
  - g. *Lessee* shall contract for the installation of the antenna, coax and equipment entirely at its own expense and on its own responsibility, and shall obtain and keep in force any and all insurance, and protect the *Company* from all claims and damages of any kind arising from the installation and operation of the equipment. *Lessee* may also contract with the *Company* to have this work done at regular labor rates in effect on the date the work is ordered.
  - h. *Lessee* agrees to obtain and keep in force any such licenses or franchises as its operations hereunder may require, to comply with all laws and regulations pertaining thereto, and to pay any and all taxes incurred or levied against its equipment or its operation.
  - i. *Lessee* will pay the *Company* for the rights herein granted by the *Company*, the sum of **\$4200.00**, per year.
  - j. *Lessee* shall not install any equipment that will cause interference to any tenant presently using the facilities. Further, the *Company* shall not permit the installation of any new or additional equipment by its tenants or future tenants which result in interference to *Lessee's* then existing equipment.

Electronic Engineering  
2220 East Lincoln Way  
Ames, IA 50010  
(515) 232-5385  
(800) 343-7718  
Fax: (515) 232-5540

2. The *Company* agrees:
  - a. To make the necessary facilities and premises available to *Lessee* at all times reasonably required for installation, operation and maintenance of the equipment herein covered.
  - b. To furnish electric power reasonably necessary for the operation of the *Lessee*' equipment.
3. It is understood and agreed that in the event the laws or regulations governing the *Company*'s operation are changed so as to require termination of the communication operation herein contemplated by *Lessee*, the Agreement may be terminated by thirty days written notice.
4. It is further understood that if *Lessee* defaults in payment of rent or other provisions of this Lease Agreement and such default is not cured within sixty (60) days of written notice from the *Company*, that the *Company* may terminate this agreement with fifteen (15) days written notice.
5. This Lease Agreement shall be effective for one year, unless sooner termination as provided in paragraph three (3) or four (4) of this agreement, and shall automatically renew itself from year to year thereafter, unless either party shall give the other notice of desire to terminate or change any provisions not less than thirty (30) days prior to its anniversary date. *Lessee* may extend this Lease for four (4) additional one (1) year terms by giving written notice of its intention to do so at least thirty (30) days prior to the end of the then current term. The annual rental for the term shall then be increased by five percent (5%) each year. Upon expiration or termination, *Lessee* agrees it has no claim to ownership of the antenna and coax in use at that time and will either abandon or remove wiring and equipment that is on the tower at that time, at the *Companies*' discretion. All tower work (installation or removal) shall be done by the *Company* or its approved contractor.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed, by proper persons as authorized, as of the dates below indicated.

COMPANY:  
ELECTRONIC ENGINEERING CO.

By: Rich Weiss  
Rich Weiss - Communications Consultant

Date: 6/13/18

LESSEE:  
STORY COUNTY FACILITIES MGMT

By: Rick Sanders

Date: 6-19-18

Electronic Engineering  
2220 East Lincoln Way  
Ames, IA 50010  
(515) 232-5385  
(800) 343-7718  
Fax: (515) 232-5540

April 18, 2018

Joby Brogden  
Director  
Story County Facilities  
900 6<sup>th</sup> Avenue  
Nevada, IA 50201

Dear Joby,

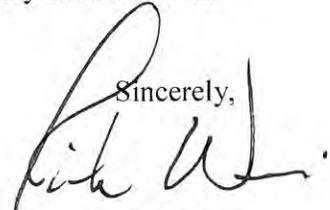
In 2002, Electronic Engineering Company worked with Story County Facilities to expand portable radio coverage in Ames by adding a repeater there. That repeater was interconnected with the one your department used in Nevada. The new repeater was originally installed at the Human Services building on S. Kellogg with poor results. That repeater was later moved to the Sheldon Munn Hotel before the final installation at Electronic Engineering's tower on East Lincoln Way. That location was determined to work best for your department and you've been operating on it since that time.

A formal, written agreement was never executed for your use of space on our tower. A verbal agreement with your department, via Al Hahn, Facilities Director at that time, stated that you could use the space at no charge and we would notify you if those terms changed. This is that notification.

This letter is to inform you that effective July 1, 2018, Electronic Engineering Company will begin charging your department a monthly rental fee of \$350.00 for the use of the tower space and required utilities for the repeater operation in Ames. A standard rental agreement is attached for your inspection and acceptance. We believe these charges are a fair representation of the going rate for comparable services being offered in Iowa.

We've appreciated your business in the past and look forward to a long relationship in the future. Please contact me with any questions or comments you may have about the services offered or this agreement.

Sincerely,



Rich Weiss  
Communication Consultant

Electronic Engineering  
2220 East Lincoln Way  
Ames, IA 50010  
(515) 232-5385  
(800) 343-7718  
Fax: (515) 232-5540

IOWA STATE UNIVERSITY  
OF SCIENCE AND TECHNOLOGY

Procurement Services

1340 Administrative Services Building  
2221 Wanda Daley Drive  
Ames, Iowa 50011-1004  
515 294-4860  
FAX 515 294-9606

June 14, 2018

Story County Sheriff's Office  
Story County Courthouse  
Nevada, IA 50201

**SUBJECT: Iowa State University Contract Order Number(s) C8-82791-34**

Iowa State University (ISU) currently maintains the above-mentioned order with Story County Sheriff for law enforcement services to be provided by Story County Officers. This order shall expire on June 30, 2018.

We are requesting that this order be extended for a one-year period from July 1, 2018 through June 30, 2019. A new contract will be sent at a later date.

**Please complete the following:**

- (1) As an authorized representative of the Story County Sheriff's Office our company is offering to extend this contract from July 1, 2018 through June 30, 2019, as per the existing pricing, terms, and conditions.
  - Yes
  - No

Current pricing:  
Senior reserve & officers @ \$65.00/hr  
Regular reserve @ \$32.50/hr

- (2) Authorized Representative's signature: \_\_\_\_\_  
 Typed or printed name: \_\_\_\_\_  
 Date: \_\_\_\_\_ Phone No.: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

Please indicate any changes in your address, company name, etc. Return this letter within approximately 5 days to my attention by fax (515)-294-9606, email: [wkfoster@iastate.edu](mailto:wkfoster@iastate.edu) or address shown below.

**Iowa State University  
Purchasing Department  
1340 Administrative Services Building  
Ames, IA 50011**

Sincerely,

Wendy Foster  
Purchasing Agent  
Phone No. 515-294-8806

**APPROVED**      **DENIED**

Board Member Initials: WJ

Meeting Date: 6-19-18

Follow-up action: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Closure No. 18-35

Date 6/14/2018

### Resolution

**BE IT RESOLVED**

by the Board of Supervisors of Story County, Iowa, to approve the road closure(s) for the purpose of Flooding Over Roads in Various Twp. And Sect on Various roads through out the county

Motion by: Chitty                      Seconded by: Olson

Olson	<input checked="" type="checkbox"/>	Aye	Sanders	<input checked="" type="checkbox"/>	Aye	Chitty	<input checked="" type="checkbox"/>	Aye
	<input type="checkbox"/>	Nay		<input type="checkbox"/>	Nay		<input type="checkbox"/>	Nay
	<input type="checkbox"/>	Absent		<input type="checkbox"/>	Absent		<input type="checkbox"/>	Absent

  
\_\_\_\_\_  
Story County Board of Supervisors

13th St. Closed from 580th Ave. to 590th Ave.  
260th St. Closed from Sand Hill Trail to 560th Ave.  
295th St. closed from 632nd Ave. to 640th Ave.  
300th St. closed from 550th Ave. to 560th Ave.  
610th Ave. closed from 250th St. to 260th St  
610th Ave. closed from E29 to 200th St.  
632nd Ave. closed from 287th St. to 295th St.  
640th Ave. Closed from Hwy 210 to 322nd St  
645th Ave. closed from 305th St. to 322nd St.  
George Washington Carver closed from 110th St. to 120th St.  
R70 (580th Ave.) closed from 13th St to Lincoln Way  
Bridge on Sand Hill Trail Closed south of 250th St.  
580<sup>th</sup> Ave. closed from 220<sup>th</sup> South ½ mile

## STORY COUNTY UTILITY PERMIT

Date 6/12/18

To the Board of Supervisors, Story County, Iowa:

The Central Iowa Broadband Company, incorporated under the laws of Iowa, with its principal place of business at 303 Main Street, Colo, Iowa 50056, does hereby make application requesting permission to occupy certain portions of public right-of-way and that the County Engineer be directed to establish the location of lines of transmission of Buried fiber Optics cable on secondary route W. Riverside Road, from Corner of 547th Ave to West side of drive at 191 W. Riverside Rd distance of approximately 780 feet miles.

We will bore West Riverside Road at the corner of 547th Ave from pedestal on SW corner to North ROW then plow fiber west approximately 780 feet to the west side of drive at 191 West Riverside Road, place a pedestal and plow a drop fiber north onto customers property. would like to plow fiber in back side of north ROW to avoid culverts.

Agreements: The utility company, corporation, applicant, permittee, or licensee, (hereinafter referred to as the permittee) agrees that the following stipulations shall govern under this permit.

1. The Permittee will file a plat setting out the location of proposed line on the secondary route and that the description of the proposed installation including type, height, and spacing of poles, maximum voltage, lengths of cross arms, minimum clearance and number of wires, type, size and capacity of underground cables, conduits, tile lines, and pipe lines, maximum working pressures for pipe lines carrying gas or flammable petroleum products are described as follows:
2. The installation shall meet the requirements of county, state, and federal laws, franchise rules, and of the Iowa State Commerce Commission Regulations and Directives, Utilities Division, the Iowa State Department of Health, and any other laws or regulations applicable.
3. The Permittee shall be fully responsible for any future adjustments of its facilities within the established highway right-of-way caused by highway construction or maintenance operations.
4. Story County assumes no responsibility for damages to the Permittee's property occasioned by any construction or maintenance operations on said highways.
5. The Permittee shall take all reasonable precautions during the construction and maintenance of said installation to protect and safeguard the lives and property of the traveling public and adjacent property owners.
6. The Permittee, and its contractors, shall carry on the construction or repair of the accommodated utility with serious regard to the safety of the public. Traffic protection shall be in accordance with Part VI of the current Iowa Department of Transportation Manual on Uniform Control Devices for Streets and Highways.
7. The Permittee shall be responsible for any damage resulting to said highways because of the construction operation, or maintenance of said utility, and shall reimburse Story County for any expenditure the County may have to make on said highways because of said permittee's utility having been constructed, operated, and maintained thereon.
8. The Permittee shall indemnify and save harmless Story County from any and all causes of action, suits at law or in equity, or losses, damages, claims, or demands, and from any and all

liability and expense of whatsoever nature for, on account of or due to the acts or omissions of said Permittee's officers, members, agents, representatives, contractors, employees or assigns arising out of or in connection with its (or their) use or occupancy of the public highway under this permit.

9. Noncompliance with any of the terms of permit, or agreement, may be considered cause for shut down of utility construction operations, or revocation of the permit.

10. The following special requirements, if applicable, shall apply to this permit:

Whenever the route of the proposed cable line runs along a paved secondary highway, the location of said cable shall be constructed on top of the road shoulder so as to be within approximately two-feet of the pavement edge.

Whenever the route of the proposed cable line runs along a dirt or gravel surfaced highway, the location of said cable shall be constructed on top of the road surface and as near possible to the shoulder line

Whenever a cross road culvert or bridge is encountered along the route of the proposed cable lines, said cable shall be constructed around the ends of said cross road culvert or bridge even though this looping is not designated on the situation plans attached hereto.

The crossing of the cable line from one side of the highway to the other shall be accomplished at a near right angle rather than diagonally so as to disturb the roadbed of the traveled way as little as possible.

Whenever the route of the proposed cable line is to cross a paved highway, such crossing shall be in a bored hole rather than open cut trench.

Date June 11, 2018

Central Iowa Broadband  
Name of Company (Applicant - Permittee)

by Larry W. Sparger 641-377-2202  
Phone no.

Recommended for Approval:

Date 6-12-18

Daren Moon 515-382-7355  
County Engineer Phone no.

Approved:

Date 6-19-18

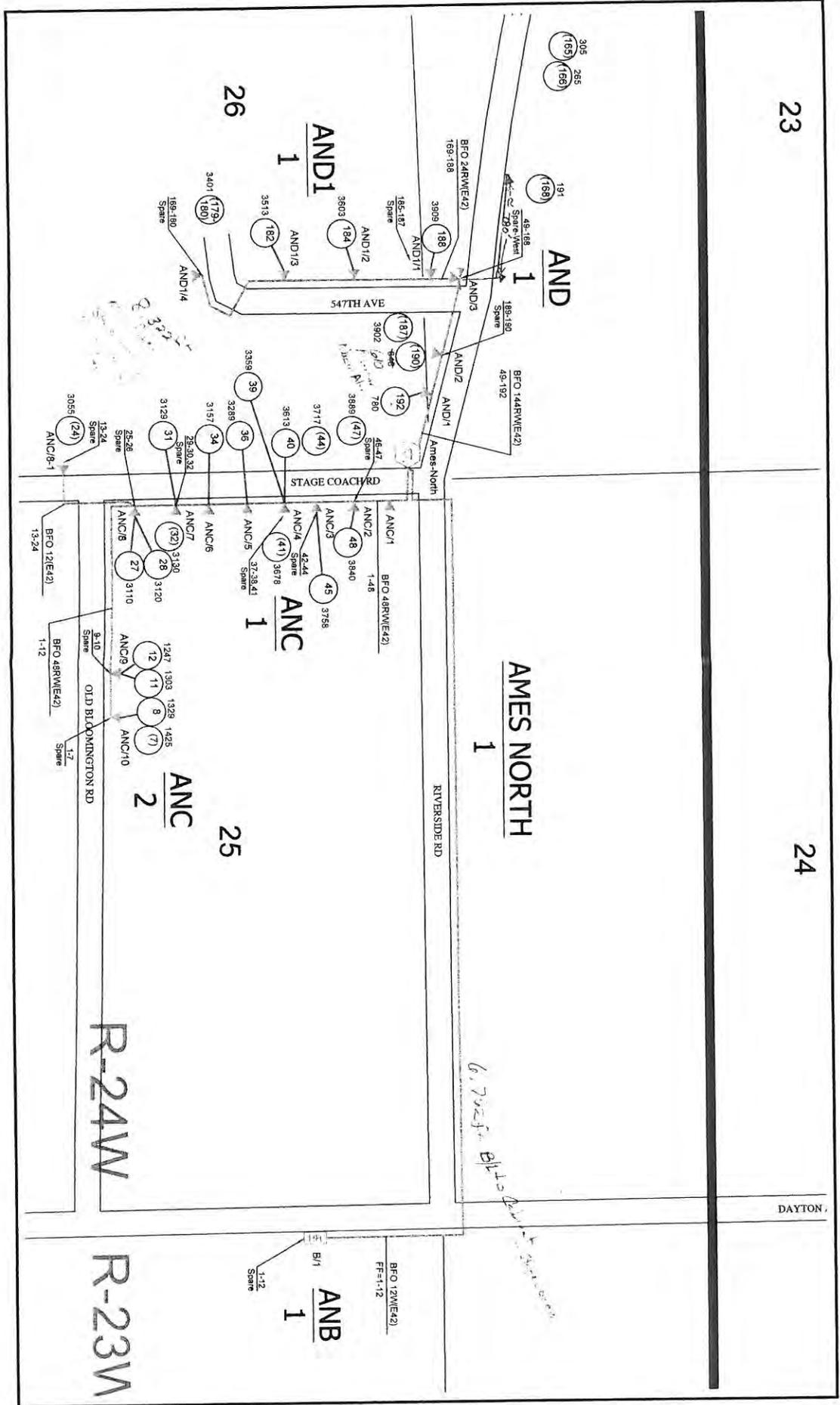
[Signature]  
Chair, Board of Supervisors  
Story County, Iowa

**Three (3) copies of this form will be required for each installation. A plat shall be attached to each copy submitted.**

23

24

DAYTON



MAN 7

R-24W

R-23M

ANB 1

AMES NORTH 1

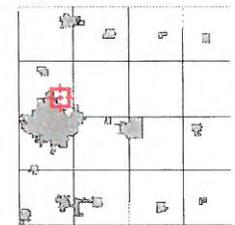
AND 1

ANC 2

ANC 1



**Overview**



**Legend**

- Parcels
- Lots
- Townships
- Sections
- Quarter Quarters
- Corporate Limits
- Road Centerlines

<b>Parcel ID</b>	0523400315	<b>Alternate ID</b>	0523400315	<b>Owner Address</b>	PLOWBACK LLC
<b>Sec/Twp/Rng</b>	23-84-24	<b>Class</b>	A - Agriculture		PO BOX 1806
<b>Property Address</b>	191 W RIVERSIDE RD	<b>Acreage</b>	21.54		AMES IA 50010
	AMES				

**District** 51049 - FRANKLIN TWP/GILBERT SCH  
**Brief Tax Description** SECTION:23 TOWNSHIP:84 RANGE:24 SW SE PARCEL "P" LOTS 1 & 2 SLIDE 405 PG 2  
 (Note: Not to be used on legal documents)

**Concerning Assessment Parcels and Platted Lots Within the City of Ames Jurisdiction:**

The solid parcel boundary lines represent the legal description as recorded and are not necessarily the official platted lot lines. Dashed lines are official platted lots. If a parcel contains dashed lines, please contact the Ames Planning & Housing Department (515-239-5400) to determine which lines can be recognized for building permit or zoning purposes. If you have questions regarding the legal description or parcel measurements, please contact the Story County Auditor's office (515-382-7210).

Date created: 6/11/2018  
 Last Data Uploaded: 6/8/2018 11:25:46 PM

Developed by



# Untitled Map

Write a description for your map.

- Legend**
- 📍 191 W Riverside Rd
  - 🏠 Ames Expansion III
  - 🌿 Colo Fiber
  - 🏢 Martin Marietta Materials, Inc.
  - 🛤️ Untitled Path



**RESOLUTION NO. 18-119**  
**APPROPRIATIONS AMENDMENT**

WHEREAS, Resolution No.17-110 dated June 27, 2017 set appropriations by department for Fiscal Year 2018, and

WHEREAS, Resolution No.18-22 dated August 15, 2017 amended appropriations by department for Fiscal Year 2018, and

WHEREAS, Resolution No.18-42 dated October 10, 2017 amended appropriations by department for Fiscal Year 2018, and

WHEREAS, Resolution No.18-53 dated November 7, 2017 amended appropriations by department for Fiscal Year 2018, and

WHEREAS, Resolution No.18-60 dated November 14, 2017 amended appropriations by department for Fiscal Year 2018, and

WHEREAS, Resolution No.18-74 dated January 30, 2018 amended appropriations by department for Fiscal Year 2018, and

WHEREAS, Resolution No.18-101 dated May 8, 2018 amended appropriations by department for Fiscal Year 2018, and

WHEREAS, Resolution No.18-104 dated May 22, 2018 amended appropriations by department for Fiscal Year 2018, and

NOW THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Story County, Iowa, to amend department appropriations by the following amounts:

<u>Dept. # &amp; Name</u>	<u>\$ Amount</u>	<u>Dept. # &amp; Name</u>	<u>\$Amount</u>
99 – Countywide Services	82,000		

Motion by: Olson Seconded by: Chitty

Voting Aye: Olson, Chitty, Sanders

Voting Nay: None

Abstaining: None

Absent: None

The above resolution was adopted by the Board of Supervisors of Story County, Iowa, on the 19th day of June, 2018 and the Auditor is directed to correct her books accordingly.

  
Chairperson, Board of Supervisors

  
Attest: County Auditor

Discussion and Consideration of Restrictions on Temporary Structures and Vendors Along Story County Roadway Right of Way During RAGBRAI (after 21 day review)

~~APPROVED~~

DENIED

Board Member Initials: RS

Meeting Date: 6-19-18

Follow-up action: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## STORY COUNTY Facilities Management

**JOBY BROGDEN**

Director  
515.382.7401

**JON EICKHOLT**

Assistant  
515.382.7402

Story County Administration  
900 6<sup>th</sup> St.

Nevada, Iowa 50201  
515.382.7404 FAX

DATE: June 12, 2018

TO: Board of Supervisors

From: Joby J. Brogden *JJB*

RE: Replacement of Interior Heat Pump

Facilities Management Department would like to request the replacement of the interior heat pump servicing the south half of the front entry at the Justice Center facility.

The primary concern for replacement is that the heat pump is currently not operating due to a heat exchanger failure (referred to as the bundle in estimate). It is leaking refrigerant into the geothermal loop water coil. Unfortunately, there is no longer a replacement part available to repair this problem and repairing the refrigerant leak is not usually successful and leads to other component failures. We have previously dealt with this issue on a different unit, which resulted in compressor failure.

Total request for the purchase and installation of a new interior heat pump unit would be **\$5407.00.**



Hazard	Ranking	Score	Order	Current Plan Mitigation Strategies		All Hazards (Current)			
River Flood	H	3.55	1	Continued promotion and participation in the National Flood Insurance Program (NFIP).	Enrollment and support of the NFIP Community Rating System (CRS) Program for the unincorporated areas of the county.	Increase and support public education in preparedness, response and recovery relating to all hazards affecting Story County.	Development and implementation of a COOP/COOG plan for Story County government	Fixed and mobile generation capabilities on county owned buildings in order to continue operations and provide essential services in the event of a disaster or emergency.	Indoor warning systems to be required in all county buildings with public access
Tornado/Windstorm	H	3.4	2	Promote and construct tornado safe rooms on county owned properties.	Study the value of adoption and enforcement of building codes to include construction of buildings to withstand a natural disaster				
Flash Flood	H	3.25	3						
Severe Winter Storm	H	3.25	3						
Hazardous Materials	H	3.1	4						
Extreme Heat	M	2.95	5						
Thunderstorm/Lightning/Hail	M	2.9	6						
Grass/Wildland Fire	M	2.75	7	Develop and implement a program to provide wildfire training and preventative measures					
Terrorism	M	2.65	8						
Transportation	M	2.65	8						
Drought	M	2.5	9						
Human Disease	M	2.5	9						
Infrastructure Failure	M	2.5	9						
Animal/Plant/Crop Disease	M	2.35	10						
Dam/Levee Failure	M	2.05	11						
Sinkholes	L	1.75	12	<del>APPROVED</del>	<del>DENIED</del>				
Earthquake	L	1.45	13	Board Member Initials: <u>AS</u>	Meeting Date: <u>6-19-18</u>				
Expansive Soils	L	1.45	13	Follow up action: <u>STAPLEE</u>					
Landslide	L	1.15	14						



Story County  
Multi-Jurisdictional Hazard Mitigation Plan Update  
Previous Plan Goals for Review / Update

- Goal 1: Protect lives and reduce injury.
- Goal 2: Minimize or reduce damage to property, especially critical facilities and infrastructure.
- Goal 3: Strengthen communication among agencies and between agencies and the public regarding hazard mitigation.

Direction -

## CONTRACT FOR WORKFORCE DEVELOPMENT SERVICES

**THIS AGREEMENT**, made and entered into the 1st day of July, 2018, by and between **STORY COUNTY, IOWA**, an Iowa Municipal Corporation whose mailing address and telephone number is 900 Sixth Street, Nevada, Iowa 50201, telephone 515-382-7200, organized and existing pursuant to the laws of the State of Iowa (hereinafter called "County") and the Ames Economic Development Commission, an adjunct of the Ames Chamber of Commerce (hereinafter called the AEDC) whose mailing address and telephone number is 304 Main Street, Ames, Iowa 50010, telephone 515-232-2310.

### WITNESSETH THAT:

**WHEREAS**, the County desires to purchase certain services from said organization in lieu of hiring additional permanent staff and expending additional County funds to accomplish these services.

**NOW, THEREFORE**, the parties hereto have agreed and do agree as follows:

### I PURPOSE AND INTENT

The purpose of this Agreement is to procure for the County and its citizens assistance in developing and promoting workforce development strategies, including the project management of the Home Base Iowa initiative as hereinafter described and set out; to establish the methods, procedures, terms and conditions governing payment by the County for such services; and, to establish other duties, responsibilities, terms and conditions mutually undertaken and agreed to by the parties hereto in consideration of the services to be performed and monies paid.

### II SCOPE OF SERVICES

A. In consideration for the payment of \$40,000 in accordance with Section III, the AEDC shall provide the following services to the County and its citizens during the term of this agreement the AEDC agrees to:

- 1) Report quarterly to the Story County Board of Supervisors on related activities. Reports will include explanations of why specific activities and programs are undertaken and likely beneficiaries. In addition, the AEDC will keep the Supervisors, individually and/or collectively up-to-date on specific efforts and projects as requested.
- 2) Identify target targeted workforce for specific priorities and programs;
- 3) Identify workforce education and training objectives;
- 4) Construct linkages with the private sector, including those businesses and companies located in unincorporated Story County;
- 5) Design and implement a relevant workforce education and training strategy strategies;
- 6) Coordinate and work cooperatively with other work force initiatives and/or programs supported or funded by the BOS when requested.
- 7) Conduct ongoing monitoring and evaluation;
- 8) Maintain database of inquiries into the Home Base Iowa initiative; and
- 9) Design marketing materials for Home Base Iowa initiative and actively market said program through variety of ways, including, but not limited to, written campaigns, social media, and print media.; and
- 10) The main person responsible for performing or coordinating fulfillment of the scope of services will not engage in any local, state or federal lobbying activities on behalf of the Ames Economic Development Commission and the Ames Chamber of Commerce, and/or their affiliates.

**III**  
**METHOD OF PAYMENT**

- A. Payment for services will be made by County according to the following schedule:
  - July 31, 2018 - \$15,000
  - October 1, 2018 - \$15,000
  - January 1, 2019 - \$10,000
- B. On or before June 30, 2019, the AEDC will provide electronically, itemization of costs incurred. AEDC will make available all receipts if requested by the County.
- C. The maximum total amount payable by the County under this agreement is \$40,000 as detailed in the SCOPE OF SERVICES (Section II of this contract), and no greater amount shall be paid.

**IV**  
**FINANCIAL ACCOUNTING AND ADMINISTRATION**

- A. All monies disbursed under this Agreement shall be accounted for by the accrual method of accounting.
- B. Monies disbursed to AEDC by the County will be deposited by AEDC in an account under the AEDC's name, with a bank located in Story County, Iowa. All checks drawn on the said account shall bear a memorandum line on which the drawer shall note the nature of the costs for which the check is drawn in payment, and the program(s) of service.
- C. All costs shall be supported by documentation evidencing in proper detail the nature and propriety of the charges. All checks or other accounting documents pertaining in whole or in part to this Agreement shall be clearly identified as such and readily accessible for examination and audit by the County or its authorized representative without notice and upon request by the County.
- D. All records shall be maintained in accordance with procedures and requirements as established by the Story County Auditor, and the Story County Auditor may, prior to any disbursement under this Agreement, conduct a pre-audit of record keeping and financial accounting procedures of the AEDC for the purpose of determining changes and modifications necessary with respect to accounting for funds made available hereunder. All records and documents required by this Agreement shall be maintained for a period of three (3) years following final disbursement by the County.
- E. Unless otherwise required by applicable laws, AEDC shall allow the County access to all books and records for purposes of auditing or reviewing AEDC's claims, upon request by the County.
- F. AEDC's failure to provide access pursuant to this section (the entirety of Section IV as contained herein) shall constitute a material breach of the Contract for Economic Development Services.

**V**  
**DURATION**

- A. This Agreement shall be in full force and effect from and after July 1, 2018, until June 30, 2019.
- B. EXTENSION. If mutually agreeable to County and AEDC, this Agreement may be extended. Such extension will be documented by written amendment, duly signed and dated by both parties. However, either party may terminate this contract due to non-fulfillment with 30 day's prior written notice.

**VI  
REQUIREMENTS**

AEDC hereby agrees to perform all duties in accordance with all state and federal laws and regulations. AEDC assures that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this program or activity. Failure to perform duties in accordance with the applicable laws and regulations shall be considered a material breach of this agreement by the Provider.

**VII  
ASSIGNMENT**

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

**VIII  
APPLICABLE STATE LAW AND WAIVER OF FEDERAL REMOVAL**

This Agreement has been negotiated, executed and delivered in the State of Iowa. The parties hereto agree that all questions pertaining to the validity and interpretation of this agreement will be determined in accordance with the laws of the State of Iowa in Story County, Iowa. The parties hereby waive removal of any issue hereunder to the federal courts. This Agreement and referenced attachments constitute the entire contract of the parties hereto and supersedes any prior agreement between the parties.

**IX  
INDEPENDENT CONTRACTOR**

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

**X  
INSURANCE AND TAXES**

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

**XI  
CONFIDENTIALITY**

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

**IN WITNESS WHEREOF** the parties hereto have, by their authorized representatives, set their hand and seal as of the date first above written.

**STORY COUNTY, IOWA**

**ATTEST:**

BY  
Chairperson, Story County Board of Supervisors

Story County Auditor

DATE

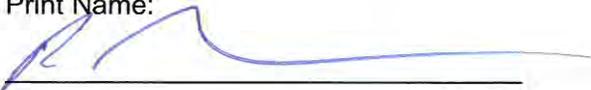
DATE

**AMES ECONOMIC DEVELOPMENT COMMISSION**

BY  
Daniel A. Culhane, President/CEO

DATE

Print Name:



APPROVED      DENIED  
 Board Member Initials: RS  
 Meeting Date: 6-19-18  
 Follow-up action: Direction

**CONTRACT FOR ECONOMIC DEVELOPMENT SERVICES**

**THIS AGREEMENT**, made and entered into the 1st day of July, 2018, by and between **STORY COUNTY, IOWA**, an Iowa Municipal Corporation whose mailing address and telephone number is 900 Sixth Street, Nevada, Iowa 50201, telephone 515-382-7200, organized and existing pursuant to the laws of the State of Iowa (hereinafter called "County") and the Ames Economic Development Commission, an adjunct of the Ames Chamber of Commerce (hereinafter called the AEDC) whose mailing address and telephone number is 304 Main Street, Ames, Iowa 50010, telephone 515-232-2310.

**WITNESSETH THAT:**

**WHEREAS**, the County desires to purchase certain services from said organization in lieu of hiring additional permanent staff and expending additional County funds to accomplish these services;

**NOW, THEREFORE**, the parties hereto have agreed and do agree as follows:

**I  
PURPOSE AND INTENT**

The purpose of this Agreement is to procure for the County and its citizens in the unincorporated areas of Story County and those communities with 2010 *US Census* population of less than 2,000 persons wholly located in Story County ("Story County and communities") certain economic development-related services as hereinafter described and set out; to establish the methods, procedures, terms and conditions governing payment by the County for such services; and, to establish other duties, responsibilities, terms and conditions mutually undertaken and agreed to by the parties hereto in consideration of the services to be performed and monies paid.

**II  
SCOPE OF SERVICES**

A. In consideration for the payment of \$85,000 in accordance with Section III, the AEDC shall provide the following economic development related services to the County and its citizens in the unincorporated areas of Story County and those communities with 2010 *US Census* population of less than 2,000 persons wholly located in Story County ("Story County and communities") during the term of this agreement:

- 1) The AEDC will serve as the lead contact for business representatives hoping to locate in or to expand in Story County and communities. In this capacity the President of the AEDC will respond to information requests, coordinate the completion and submittal of state and local incentive applications, and show available industrial and commercial sites to prospects.
- 2) The AEDC will change the title of their main representative providing these scopes of services to eliminate any confusion or potential confusion that this position is employed by Story County and/or has any employment relationship, management responsibilities or independent decision-making authority related to his or her assigned tasks and obligations under this contract.
- 3) The AEDC will visit annually with all major companies to identify challenges and opportunities facing businesses in Story County and communities.

Formatted: Strikethrough

- 4) The AEDC will serve as the primary marketing entity for business recruitment to highlight Story County and communities.
- 5) The AEDC will deploy an aggressive marketing campaign that will focus on targeted industries such as ag-biotechnology and advanced manufacturing businesses that do not overtax our infrastructure.
- 6) The AEDC will assess, update and implement the economic development recommendations of Story County and communities' Comprehensive Plan(s). The AEDC will educate management, staff and elected officials on market trends affecting Story County and communities' economic condition(s) and provide guidance on policies necessary to improve economic conditions.
- 7) The AEDC will ~~assist communities as needed with key community development and infrastructure initiatives that support or enhance economic development opportunities; providing resources for information to communities for federal, state and local funding programs and~~ provide information and guidance for new and existing businesses in obtaining financial incentives, if applicable.
- 8) The AEDC will actively pursue new retail, industrial, and commercial businesses to occupy vacant or underutilized properties within Story County and communities.
- 9) The AEDC will develop a database of key contacts for major commercial and industrial companies suitable for recruitment to Story County and communities.
- 10) The AEDC will serve as a liaison for Story County and communities to local businesses to support their retention and to encourage their expansion within Story County and communities.
- 11) The AEDC will develop and maintain a comprehensive database of commercial and industrial properties within Story County and communities available for development or reuse. Story County will receive a current copy of the aforementioned database in a standard format two-weeks before the termination of this contract.
- 12) The AEDC will develop and distribute hardcopy marketing materials and collaborate with Story County and communities' IT professionals for electronic version marketing materials.
- 13) The AEDC will maintain information regarding grants, loans and incentives for business development with Story County and communities.
- 14) The AEDC will report quarterly to the Story County Board of Supervisors on related activities beginning in July 2018.

Formatted: Strikethrough

Formatted: Strikethrough

Formatted: Underline

B. Quarterly reports, written reports and/or Power Point presentations and supporting documentation are due by Thursday, 1 pm, prior to the regularly scheduled Tuesday Board of Supervisors meeting at which an oral report or presentation is to be made.

Reports will include explanations of why specific activities and programs are undertaken plus who is likely to directly benefit and estimations or projections of the immediate to two-year economic impacts.

In addition, the AEDC will keep the Supervisors, individually and/or collectively up-to-date on specific efforts and projects as requested.

AEDC will recognize the Story County Board of Supervisors' intent to take a lead role in facilitating housing rehabilitation and new housing construction for residents in the low to average-income ranges in Story County.

AEDC will provide support and assistance on housing issues, cooperating with any organizational or leadership efforts the Board of Supervisors undertakes and coordinating with any housing initiatives, it may implement.

The primary representative of AEDC responsible for performing or coordinating the fulfillment of the scope of services will not engage in any local, state or federal lobbying activities on behalf of the Ames Economic Development Commission and the Ames Chamber of Commerce, and/or their affiliates.

**III  
METHOD OF PAYMENT**

- A. Payment for services will be made by County according to the following schedule:
  - July 31, 2018 - \$25,000
  - October 1, 2018 - \$20,000
  - January 1, 2019 - \$20,000
  - April 1, 2019 - \$20,000
- B. On or before June 30, 2019, the AEDC will provide electronically, itemization of costs incurred. AEDC will make available all receipts if requested by the County.
- C. The maximum total amount payable by the County under this agreement is \$85,000 as detailed in the SCOPE OF SERVICES (Section II of this contract), and no greater amount shall be paid.

**IV  
FINANCIAL ACCOUNTING AND ADMINISTRATION**

- A. All monies disbursed under this Agreement shall be accounted for by the accrual method of accounting.
- B. Monies disbursed to AEDC by the County will be deposited by AEDC in an account under the AEDC's name, with a bank located in Story County, Iowa. All checks drawn on the said account shall bear a memorandum line on which the drawer shall note the nature of the costs for which the check is drawn in payment, and the program(s) of service.
- C. All costs shall be supported by documentation evidencing in proper detail the nature and propriety of the charges. All checks or other accounting documents pertaining in whole or in part to this Agreement shall be clearly identified as such and readily accessible for examination and audit by the County or its authorized representative without notice and upon request by the County.
- D. All records shall be maintained in accordance with procedures and requirements as established by the Story County Auditor, and the Story County Auditor may, prior to any disbursement under this Agreement, conduct a pre-audit of record keeping and financial accounting procedures of the AEDC for the purpose of determining changes and modifications necessary with respect to accounting for funds made available hereunder. All records and documents required by this Agreement shall be maintained for a period of three (3) years following final disbursement by the County.
- E. Unless otherwise required by applicable laws, AEDC shall allow the County access to all books and records for purposes of auditing or reviewing AEDC's claims, upon request by the County.
- F. AEDC's failure to provide access pursuant to this section (the entirety of Section IV as contained herein) shall constitute a material breach of the Contract for Economic Development Services.

**V  
DURATION**

- A. This Agreement shall be in full force and effect from and after July 1, 2018, until June 30, 2019.
- B. EXTENSION. If mutually agreeable to County and AEDC, this Agreement may be extended. Such extension will be documented by written amendment, duly signed and dated by both parties. However, either party may terminate this contract due to non-fulfillment with 30 day's prior written notice.

**VI  
REQUIREMENTS**

AEDC hereby agrees to perform all duties in accordance with all state and federal laws and regulations. AEDC assures that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this program or activity. Failure to perform duties in accordance with the applicable laws and regulations shall be considered a material breach of this agreement by the Provider.

**VII  
ASSIGNMENT**

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

**VIII  
APPLICABLE STATE LAW AND WAIVER OF FEDERAL REMOVAL**

This Agreement has been negotiated, executed and delivered in the State of Iowa. The parties hereto agree that all questions pertaining to the validity and interpretation of this agreement will be determined in accordance with the laws of the State of Iowa in Story County, Iowa. The parties hereby waive removal of any issue hereunder to the federal courts. This Agreement and referenced attachments constitute the entire contract of the parties hereto and supersedes any prior agreement between the parties.

**IX  
INDEPENDENT CONTRACTOR**

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

**X  
INSURANCE AND TAXES**

AEDC is responsible for Workers Compensation, Disability, Unemployment, Automobile Insurance, and any other insurance required by the State of Iowa and will provide certificates of insurance to the County on an annual basis. AEDC is also responsible for payment of State and

Federal taxes, and any other applicable tax. AEDC is not eligible for any benefits the County may provide for its employees.

**XI  
CONFIDENTIALITY**

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

**IN WITNESS WHEREOF** the parties hereto have, by their authorized representatives, set their hand and seal as of the date first above written.

**STORY COUNTY, IOWA**

**ATTEST:**

BY \_\_\_\_\_

\_\_\_\_\_

DATE \_\_\_\_\_

DATE

**AMES ECONOMIC DEVELOPMENT COMMISSION**

BY \_\_\_\_\_  
Daniel A. Culhane, President/CEO

\_\_\_\_\_

DATE

Print Name:

\_\_\_\_\_

**DO NOT WRITE IN THE SPACE ABOVE, RESERVED FOR RECORDER**

Prepared By: Amelia Schoeneman, Story County Planning and Development, 900 6<sup>th</sup> Street, Nevada, IA 50201 (515) 382-7245  
Please Return to the Story County Planning & Development Department

**STORY COUNTY IOWA  
RESOLUTION OF THE BOARD OF SUPERVISORS  
RESOLUTION NUMBER 18-118**

WHEREAS, there has been submitted to the Board of Supervisors of Story County, Iowa, an application to subdivide real estate from Ryan Haaland, Davis Brown Law Firm, 2605 Northridge Parkway, Suite 330, Ames, Iowa, on behalf of Rita M. Dougherty, 55013 282<sup>nd</sup> Avenue, Ames Iowa, involving the real estate located in Palestine Township, Section 2, located at 55013 282<sup>nd</sup> Street, Iowa, and identified as parcel #13-02-200-200, hereinafter described on Attachment A and shown on Attachment B, and

WHEREAS, Rita M. Dougherty is the legal titleholder of said real estate, and

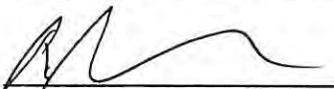
WHEREAS, it appears that all conditions and requirements prescribed by Chapter 354 and Chapter 355, *Code of Iowa*, and as prescribed by the *Story County C2C Plan* and the *Code of Ordinances, of Story County, Iowa*, have been complied with and met,

AND WHEREAS, it is the opinion of the Board of Supervisors of Story County, Iowa, that it is advisable and in the best interests of Story County, Iowa, and all persons concerned, that said Plat be approved, and accepted.

NOW, THEREFORE, BE IT RESOLVED that the plat of Dougherty's Residential Parcel Subdivision involving real estate hereinafter described on Attachment A and shown on Attachment B being the same, is hereby approved and accepted and all acts and deeds of the said owners and grantors in the premises are hereby confirmed and approved and the real estate hereinafter described on Attachment A shall hereinafter be known as Dougherty's Subdivision.

IT IS FURTHER RESOLVED that the Chair of the Board of Supervisors and the County Auditor are authorized and they are hereby directed to certify a copy of this Resolution 18-118 to be affixed to said Final Plat upon its approval by the Board of Supervisors.

Dated this 19th day of June, 2018.



Board of Supervisors  
Story County, Iowa



County Auditor  
Story County, Iowa

Moved by: Chitty

Seconded by: Olson

Voting Aye: Chitty, Olson, Sander

Voting Nay: None

Absent: None

## **ATTACHMENT A**

### **Legal Description**

A subdivision of the Northeast Quarter of the Northeast Quarter of Section 2, Township 82 North, Range 24 West of the 5<sup>th</sup> P.M., Story County, Iowa being more particularly described as follows: Beginning at the Northeast Corner of said Section 2; thence S01°10'39"W, 1272.47 feet to the Southeast Corner of said Northeast Quarter of the Northeast Quarter; thence N89°36'05"W, 1319.69 feet to the Southwest Corner thereof; thence N01°12'20"E, 1258.77 feet to the Northwest Corner thereof; thence N89°48'13"E, 1319.32 feet to the point of beginning, containing 38.33 acres, which includes 1.00 acre of existing public right of way.



Story County Planning and Development

900 6th Street, Nevada, Iowa 50201  
(515) 382-7245 — pweb@storycountyiowa.gov — www.storycountyiowa.gov

SUBDIVISIONS



Sub 05-18

1. Property Owner\*

(Last Name) Dougherty  
(First Name) Rita  
(Address) 55013 282nd Avenue  
(City) Ames (State) IA (Zip) 50010  
(Phone) 515-686-9361 (Email) \_\_\_\_\_

2. Applicant (if different than owner)

(Last Name) Haaland  
(First Name) Ryan  
(Address) 2605 Northridge Parkway  
(City) Ames (State) IA (Zip) 50010  
(Phone) 515-246-7992 (Email) ryanhaaland@davisbrownlaw.com

3. Property Address 55013 282nd Ave., Ames, IA 50010

Parcel ID Number(s) 13-02-200-200

4. Certification and Signature

I/we certify that the information and exhibits submitted are true and correct to the best of my knowledge and that in filing this application I am acting with the knowledge, consent and authority of the owners of the property. Pursuant to said authority, I hereby permit County officials to enter upon the property for the purpose of inspection.

\*Acknowledgement of property owner is required and may occur via email or by signature of this application.

Property Owner Signature Rita A. Dougherty Date 05/11/14  
Applicant Signature ryan haaland Date 5/14/14

Subdivision

Proposed Name: DOUGHERTY'S SUBDIVISION

Filing Fee/Type (required prior to processing):

- Residential Parcel Plat (\$175)
- Agricultural Plat (\$175)
- Minor Plat (\$275)\*\*
- Major Plat—Preliminary (\$275)\*\*
- Major Plat— Final (\$175)\*\*

\*\*Conceptual Review required

Vacation

Type:  Right-of-way  Plat

Submittal Requirements:

- Filing Fee (required prior to processing): \$175
- Legal description that will be used on all required legal documents (submit as Word document)
- Written description of requested items to be vacated

See Chapter 87.10 for the vacation process

RECEIVED

Ordinances (87.06(3) for Residential Parcel  
87.07(3) for Agricultural, 87.08(3) for Minor, MAY 17 2016  
87.09(3) for Major-Preliminary and 87.09(5)  
for Major-Final)

STORY CO. PLANNING  
& DEVELOPMENT

All required documents for subdivision plats as outlined in Iowa Code Chapter 354.11

Receipt No. 569584  
Receipt Amount \$175

# Staff Report

## Board of Supervisors

**Date of Meeting:**  
June 19, 2018

**Case Number SUB05-18**

Residential Parcel Subdivision – Dougherty’s Subdivision  
Resolution No. 18-118

**APPLICANT:** Ryan Haaland  
2605 Northridge Parkway  
Ames, IA 50010

**STAFF PROJECT MANAGER:** Amelia Schoeneman, Planner  
Ryan Schweitzer, Planning Intern

**SUMMARY:** A Residential Parcel Subdivision request to divide one existing parcel to create two proposed lots: proposed Lot 1, a 22.13 net-acre containing an existing single-family dwelling and accessory structures, and proposed Lot 2, a 15.2 net-acre lot located to the east of proposed Lot 1. Proposed Lots 1 and 2 will both have frontage along 282<sup>nd</sup> Street. All requirements for a residential parcel subdivision are met. Planning staff recommends approval of the proposed Residential Parcel Subdivision Plat as requested by the applicant.





**Property Owners**

Rita Dougherty  
55013 282<sup>nd</sup> Street  
Ames, IA 50010

**Parcel Identification Number**

13-02-200-200

**Property Address**

55013 282<sup>nd</sup> Street  
Ames, IA 50010

**Location of Subdivision**

Palestine Township (02-82-24)

**Size of Area**

37.33 acres (total net-acreage of subdivision)

**Districts**

A-1 Agricultural Zoning District  
Ballard Community School District  
Mary Greeley Ambulance  
Kelley Fire  
Consumer Energy  
Xenia Rural water  
Walnut Creek Watershed  
Natural Area in the Ames Urban Fringe Plan  
Natural Resources Area and Agricultural Conservation Area in the C2C Plan

**Cities within Two Miles**

City of Huxley – The City of Huxley addressed this item at their June 12, 2018, City Council meeting and approved the subdivision.

Only the northwestern corner of the subject property is located in the Ames Urban Fringe. The subdivision was routed to the Cities and Ames and Gilbert on May 18, 2018. The City of Ames noted that they defer to the County's review authority in this portion of the Ames Urban Fringe Plan. Gilbert had no comments.

**Description of Proposed Subdivision**

The application is to consider a request for a Residential Parcel Subdivision of a 37.33 net-acre parcel, the northeast quarter of the northeast quarter of Section 2 in Palestine



Township. The proposed subdivision will create two lots:

1. Proposed Lot 1, a 22.13 net-acre lot containing an existing single-family dwelling and accessory structures.
2. Proposed Lot 2, a 15.2 net-acre lot located to the east of proposed Lot 1, buildable for a single-family dwelling.

Proposed Lots 1 and 2 will have frontage on 282<sup>nd</sup> Street, a paved County road.

The residential parcel subdivision process was adopted in 2012, allowing parcels zoned A-1 agricultural to be split into two lots buildable for a single-family dwelling with a minimum lot size of one-acre if a dwelling was in existence and other requirements of Section 87.07 of the Story County Land Development Regulations, listed below, were met. The addition of a dwelling on proposed Lot 2 will result in two dwellings being located in the quarter quarter.

#### **Current and Surrounding Land Use**

An existing dwelling is located on proposed Lot 1 and was constructed in 1920. Walnut Creek flows through the northwest corner of proposed Lot 1 and a portion is inside the FEMA Flood Hazard Zone. Section 88.05 (1) requires a 30-foot easement dedicated to the County on either side of the center of a stream located on a property being subdivided. A written easement document has been provided by the applicant and the easement is shown on the plat. In addition to the dwelling, there are various accessory structures on proposed Lot 1. A majority of the lot's area is wooded.

A portion of Proposed Lot 2 will remain in agricultural production (approximately 7 acres) for this season. The applicant has indicated that it will be at the discretion of the new owner of proposed Lot 2 whether to keep the area in agricultural production. The remaining acres of proposed Lot 2 not currently in agricultural production are wooded. Proposed Lot 2 does not contain any structures but will be buildable for a dwelling. There is an existing farm access for proposed Lot 2. The County engineer has indicated that this is the only access point that will be permitted for Proposed Lot 2 and will be required to be used for the new dwelling.

Upon site review, staff noted several vehicles on the property that did not appear to be in use or operable and there was a barn that had been dismantled. Section 85.08(113) of the Story County Land Development Regulations defines junk or salvage as "materials including, but not limited to, old or scrap copper, brass, rope, rags, batteries, paper, trash, rubber debris, waste, appliances, furniture, equipment, building demolition materials or structural steel materials, and dismantled, wrecked, or junked vehicles or machinery, or parts of motor vehicles, and iron, steel or other old or scrap ferrous or nonferrous material." Section 85.08(115) defines junked vehicle as "a motorized vehicle, including automobiles, motorcycles, trucks, truck tractors, commercial vehicles, trailers, etc., which does not have a current Iowa Department of Transportation registration or its equivalent and/or has either had parts removed for reuse, salvage, or sale or the vehicle has been incapable of operating under its own power for more



than 90 days." Staff requested a list of vehicles from the applicant and if they had current vehicle registrations. The applicant provided these and identified seven vehicles to be salvaged. Staff also compared the list to vehicles identified on the property and the County Treasures list of registered vehicles for the property owner and identified four additional vehicles to be salvaged if they are junk vehicles. The property owner is permitted to have up to three junk vehicles on the property. The applicant has provided a timeline of removal for the vehicles by July 12, 2018. Staff will continue to work with the applicant to address the issue administratively.

The wooded portions of the subject property are designated as Natural Resource Area by the Cornerstone to Capstone (C2C) Comprehensive Plan: "Natural areas help create open space linkages between the countryside and communities." As a principle, development is discouraged in this area and the impacts of development contiguous to Natural Resources Area should be mitigated. Further, the northwest corner of proposed Lot 1, where the floodplain and Walnut Creek are located, is designated as Natural Area in the Ames Urban Fringe Plan. Ames Planning and Housing Department Staff has deferred to the County's review and standards for the subdivision. As part of the County's requirements for protection of natural resources, an easement of 30 feet on either side of the center of Walnut Creek was required. If development occurs in the Natural Resources Area on proposed Lot 2, protections for natural vegetative cover in section 88.05(2) of the Story County Land Development Regulations would apply, including replacement requirements for significant trees and that no more than 15% of the natural resources shall be removed. These requirements have been communicated to the applicant and ensure principles for the designation are met.

The subject property is also designated as Agricultural Conservation Area by the C2C plan: "These areas encompass large areas of highly valuable farmland, with farming and agricultural production as the primary activity." Principles for the Agricultural Conservation Area include discouraging development of high-value agricultural land. The agricultural production occurring on proposed Lot 2 is on a 7-acre area and the crop suitability rating for the parcel is 51, a low productivity value. While the plans for the dwelling on proposed Lot 2 are unknown, developing in the area currently in row crop production may allow for the natural areas on the parcel to not be impacted by a future dwelling.

The subject property is located in Palestine Township, approximately 2 miles north of the City of Huxley. There are five adjacent properties. The property to the west of the subject property is zoned A-1 Agriculture District, is 28.13 net-acres, and contains a dwelling along with multiple accessory buildings. The property to the north is zoned A-1 Agriculture District and is owned by Iowa State and used for agricultural purposes. There are two properties under the same ownership to the northeast of the subject property and both are zoned A-R Agricultural Residential District. One contains a single family dwelling and is 10.71 net-acres. The property to the east is zoned A-R Agricultural Residential District, is 10.11 net-acres, and contains a single



family dwelling and multiple accessory buildings. These properties zoned A-R are part of the Klonglan's Subdivision, which originally was platted with eight lots and now contains 13 lots and parcels and eight dwellings. The A-R District has a minimum lot size of one acre to construct a dwelling. Of the four properties to the south across 282<sup>nd</sup> Street, three are large agricultural parcels (over 35 net-acres) and one is a parcel which appears to contain a farmstead on 1.96 net-acres.

There are a total of 48 parcels located within a half mile of the subject property. Twenty-three, including the subject property, contain single-family dwellings. There are also 13 parcels within half a mile of the property without dwellings that meet minimum lot size requirements to construct a single-family dwelling in their respective zoning districts and would be candidates to obtain zoning permits from the County for the construction of a single-family dwelling.

In summary, the subdivision will create two lots both over 15 acres in size, result in one additional dwelling being located in the quarter quarter, and will have a minor impact on the seven-acre area in agricultural production on the subject property. It is consistent with the character of the surrounding area and future land use.

### **Applicable Regulations – Story County Land Development Regulations**

#### **87.07(1)(A)**

(1) A subdivision may be submitted for review and approval as a residential parcel subdivision plat when all of the following are true:

- a. The development lots created by the subdivision are intended to be used for residential purposes.
- b. Only two development lots may be created.
- c. The Assessment Property Record Card for the property shall show a single-family dwelling and/or farmstead, as defined in Section 85.08, in existence.
- d. The subdivision includes no land set apart for new streets, alleys, parks, dedicated open space, school property, or public use.
- e. The subdivision lies wholly within the A-1 District. For parcels located within the boundaries of the Ames Urban Fringe Plan, the subdivision must be both zoned A-1 Agricultural and lie wholly within the Rural Service and Agricultural Conservation Area designation.
- f. Both development lots (created by the Residential Parcel Subdivision Plat) shall contain a minimum of one acre (net) each. All side and rear yard setback requirements must be met.
- g. All resulting development lots shall have access to an adjoining public roadway by actual road frontage or easement.
- h. No variances from subdivision or zoning standards shall be granted in order to accomplish the Residential Parcel Subdivision Plat.



- i. The existing parcel shall not have been created through a previously approved Residential Parcel Subdivision Plat. The proposal meets all of the above requirements for a Residential Parcel Subdivision Plat.

**Commentary**

The following comments are part of the official record of the proposed Residential Subdivision Plat – Dougherty’s Subdivision, Case No. SUB05-18. If necessary, conditions of approval may be formulated based off these comments.

**Comments from the Interagency Review Team**

The application materials were forwarded to the members of the Interagency Review Team on May 18, 2018.

Story County Planning and Development

Is any development proposed for the area designated as Natural Resource Area on proposed Lot 2?

*A single-family dwelling with appropriate accessory structures is the only development that will take place on Lot 2.*

Is there a plan to remove the collapsed barn on proposed Lot 1?

*The owner is working to save some material as reclaimed barn wood and remove the remaining debris. The process should be done within the next couple of weeks.*

Please provide a list of all vehicles on the property, their make, model, year, and if they have current vehicle registrations.

*Attached with this response is a compilation of the registrations for the vehicles currently on the property. All those titles marked with an “S” will be removed to a salvage yard, likely within the next couple of weeks. The remaining vehicles are “storage” vehicles or daily drive vehicles for the owner. If additional information is needed please let me know, as the owner is willing to address any concerns the County might have with regard to the vehicles.*

*We are comfortable with a schedule of compliance whereby all outstanding issues with the vehicles will be resolved by July 12, 2018.*

Story County Engineer

Lot 2 will need to use the existing access.

Story County Conservation



Since this parcel contains Natural Resources Area, development within that area should be avoided.

#### Story County Assessor

We will review the improvements and possible changes made to each parcel for the 2019 assessment as well as review the classification of the property.

#### Story County Environmental Health

The existing house does not have any septic information on file and should consider an upgrade. Lot 1 has one active well and two plugged wells.

#### **Comments from the General Public**

Notification letters were mailed to surrounding property owners regarding the public meeting on the subdivision request on June 13, 2018. No written or verbal comments were received from the general public at the time this staff report was completed.

#### Analysis

Points to consider in evaluating the applicant's request to divide their property through the Residential Parcel Subdivision Plat process to create two lots for a proposed and existing residential dwelling.

1. All requirements for a Residential Subdivision Plat in Section 87.07 of the Story County Land Development Regulations are met.
2. Both proposed lots have frontage on 282<sup>nd</sup> Street, a gravel County road. An access already exists for proposed Lot 2 to utilize.
3. The subject property is designated as Natural Resource Area and Agricultural Conservation Area by the Cornerstone to Capstone (C2C) Comprehensive Plan and is consistent with the policies for the designation.
4. All requirements in Section 88.05(2) of the Story County Land Development Regulations will apply to any future development in the Natural Resource Area.
5. Staff is working to address unregistered vehicles and the dismantled barn with the applicant. The applicant has submitted a compliance deadline of July 12, 2018, for their removal.
6. The subdivision will create two lots both over 15 acres in size, result in one additional dwelling being located in the quarter quarter, and will have a minor impact on the seven-acre area in agricultural production on the subject property. It is consistent with the character of the surrounding area and future land use.

#### Alternatives

Story County Planning & Development Staff recommend the approval of Dougherty's Residential Parcel Subdivision Plat as proposed (alternative #1).



1. **The Story County Board of Supervisors approves Resolution #18-118, the Residential Parcel Subdivision Plat – Dougherty's Subdivision as put forth in SUB05-18.**
2. The Story County Board of Supervisors approves Resolution #18-118, the Residential Parcel Subdivision Plat – Dougherty's Subdivision as put forth in SUB05-18 with conditions.
3. The Story County Board of Supervisors denies Resolution #18-118, the Residential Parcel Subdivision Plat – Dougherty's Subdivision as put forth in SUB05-18.
4. The Story County Board of Supervisors tables the decision on Resolution #18-118, the Residential Parcel Subdivision Plat – Dougherty's Subdivision as put forth in SUB05-18, and directs the applicant to address specific areas for additional information, review and/or modifications, and to work with staff to place the subdivision plat back on a future Board of Supervisor's agenda.



**DO NOT WRITE IN THE SPACE ABOVE, RESERVED FOR RECORDER**

Prepared By: Amelia Schoeneman, Story County Planning and Development, 900 6<sup>th</sup> Street, Nevada, IA 50201 (515) 382-7245  
Please Return to the Story County Planning & Development Department

**STORY COUNTY IOWA  
RESOLUTION OF THE BOARD OF SUPERVISORS  
RESOLUTION NUMBER 18-117**

WHEREAS, there has been submitted to the Board of Supervisors of Story County, Iowa, an application to subdivide real estate from Russell and Connie M. Rozinek, 65343 305<sup>th</sup> Street Maxwell, Iowa involving the real estate located in Indian Creek Township, Section 15 at 65343 305<sup>th</sup> Street Maxwell, Iowa and identified as parcel #15-15-100-470, hereinafter described on Attachment A and shown on Attachment B, and

WHEREAS, Russell and Connie M. Rozinek are the legal titleholders of said real estate, and

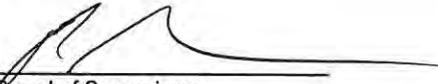
WHEREAS, it appears that all conditions and requirements prescribed by Chapter 354 and Chapter 355, *Code of Iowa*, and as prescribed by the *Story County C2C Plan* and the *Code of Ordinances, of Story County, Iowa*, have been complied with and met,

AND WHEREAS, it is the opinion of the Board of Supervisors of Story County, Iowa, that it is advisable and in the best interests of Story County, Iowa, and all persons concerned, that said Plat be approved, and accepted.

NOW, THEREFORE, BE IT RESOLVED that the plat of Pheasant Run Residential Parcel Subdivision involving real estate hereinafter described on Attachment A and shown on Attachment B being the same, is hereby approved and accepted and all acts and deeds of the said owners and grantors in the premises are hereby confirmed and approved and the real estate hereinafter described on Attachment A shall hereinafter be known as Pheasant Run Subdivision.

IT IS FURTHER RESOLVED that the Chair of the Board of Supervisors and the County Auditor are authorized and they are hereby directed to certify a copy of this Resolution 18-117 to be affixed to said Final Plat upon its approval by the Board of Supervisors.

Dated this 19th day of June, 2018.

  
\_\_\_\_\_  
Board of Supervisors  
Story County, Iowa

  
\_\_\_\_\_  
County Auditor  
Story County, Iowa

Moved by: Chitty

Seconded by: Olson

Voting Aye: Chitty, Olson, Sanders

Voting Nay: None

Absent: None

## ATTACHMENT A

### **Legal Description**

A subdivision of Parcel E in Lot 3 and part of Lot 2 in the Southeast Quarter of the Northwest Quarter and a part of the Southwest Quarter of the Northeast Quarter, all in Section 15, Township 82 North, Range 22 West of the 5<sup>th</sup> P.M., Story County, Iowa being more particularly described as follows: Beginning at the West Quarter Corner of said Section 15; thence S89°54'11"E, 836.00 feet along the south line of the Northwest Quarter to the Southwest Corner of said Parcel E and the point of beginning; thence following the boundary of said Parcel E N00°06'48"W, 395.77 feet; thence S89°52'54"E 109.97 feet; thence N00°16'43"W 34.36 feet; thence N89°19'15"E 319.95 feet; thence S53°25'33"E 42.60 feet; thence S89°25'11"E 145.17 feet; thence S00°56'09"W 96.07 feet; thence S43°01'08"E 128.28 feet; thence S00°09'21"E 218.10 feet; thence N89°55'16"W 221.99 feet to the center of said Section 15 thence N89°54'11"W 472.87 feet to the point of beginning, containing 6.38 acres, which includes .52 acres of existing bupulic right of way.



SUB06-18

# Story County Planning and Development

900 6th Street, Nevada, Iowa 50201  
(515) 382-7245 — p2web@storycountyia.gov — www.storycountyia.gov



# SUBDIVISIONS

## 1. Property Owner\*

(Last Name) Rozinek  
(First Name) Russell and Connie  
(Address) 65343 - 305th St.  
(City) Maxwell (State) IA (Zip) 50161  
(Phone) 515-240-9347 (Email) \_\_\_\_\_

## 2. Applicant (if different than owner)

(Last Name) Same as Owner  
(First Name) \_\_\_\_\_  
(Address) \_\_\_\_\_  
(City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip) \_\_\_\_\_  
(Phone) \_\_\_\_\_ (Email) \_\_\_\_\_

## 3. Property Address 65343 - 305th St., Maxwell

Parcel ID Number(s) 15-15-100-470

## 4. Certification and Signature

I/we certify that the information and exhibits submitted are true and correct to the best of my knowledge and that in filing this application I am acting with the knowledge, consent and authority of the owners of the property. Pursuant to said authority, I hereby permit County officials to enter upon the property for the purpose of inspection.

\*Acknowledgement of property owner is required and may occur via email or by signature of this application.

Property Owner Signature *Connie Russell Rozinek* Date 4/29/18 Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

## Subdivision

Proposed Name: PHEASANT RUN SUBDIVISION

### Filing Fee/Type (required prior to processing):

- Residential Parcel Plat (\$175)
- Agricultural Plat (\$175)
- Minor Plat (\$275)\*\*
- Major Plat—Preliminary (\$275)\*\*
- Major Plat—Final (\$175)\*\*

\*\*Conceptual Review required

### Submittal Requirements:

- Attend conceptual review meeting
- Legal description that will be used on all required legal documents (submit as Word document)
- Proposed subdivision plat (submit as PDF)
- All required submittal requirements as outlined in Chapter 87 of the Story County Code of Ordinances (87.06(3) for Residential Parcel, 87.07(3) for Agricultural, 87.08(3) for Minor, 87.09(3) for Major-Preliminary and 87.09(5) for Major-Final)

## Vacation

Type:  Right-of-way  Plat

### Submittal Requirements:

- Filing Fee (required prior to processing): \$175
- Legal description that will be used on all required legal documents (submit as Word document)
- Written description of requested items to be vacated
- See Chapter 87.10 for the vacation process

# RECEIVED

MAY 21 2018

STORY CO. PLANNING & DEVELOPMENT  
All required documents for subdivision plats as outlined in Iowa Code Chapter 354.11

Receipt No. 569593  
Receipt Amount 175

# Staff Report

## Board of Supervisors

**Date of Meeting:**  
June 19, 2018

**Case Number SUB06-18**

Residential Parcel Subdivision – Pheasant Run Subdivision  
Resolution No. 18-117

**APPLICANT:** Russell and Connie Rozinek  
65343 305<sup>th</sup> Street  
Maxwell, IA 50161

**STAFF PROJECT MANAGER:** Ryan Schweitzer, Planning Intern

**SUMMARY:** A Residential Parcel Subdivision request to divide one existing parcel to create two proposed lots: proposed Lot 1, a 2.53 net-acre lot containing an existing single-family dwelling and accessory structures, and proposed Lot 2, a 3.33 net-acre lot located to the east of proposed Lot 1. Proposed Lots 1 and 2 will both have frontage along 305<sup>th</sup> Street. All requirements for a residential parcel subdivision are met. Planning staff recommends approval of the proposed Residential Parcel Subdivision Plat as requested by the applicant.





**Property Owners**

Russell and Connie Rozinek  
65343 305<sup>th</sup> Street  
Maxwell, IA 50161

**Parcel Identification Number**

15-15-100-470

**Property Address**

65343 305<sup>th</sup> Street  
Maxwell, IA 50161

**Location of Subdivision**

Indian Creek Township (Section 15, Township 82, Range 22)

**Size of Area**

5.86 acres (total net-acreage of subdivision)

**Districts**

A-1 Agricultural Zoning District  
Collins-Maxwell Community School District  
Story County Ambulance  
Maxwell Fire  
Interstate Power and Light  
Iowa Regional Utilities Association (Central Iowa Water)  
Indian Creek Watershed

**Cities within Two Miles**

City of Maxwell – The City of Maxwell addressed this item at their City Council meeting on June 12<sup>th</sup>, 2018. The council waived their right to review.

**Description of Proposed Subdivision**

The application is to consider a request for a Residential Parcel Subdivision of a 5.86 net-acre parcel, Parcel E. The proposed subdivision will create two lots:

1. Proposed Lot 1, a 2.53 net-acre lot containing an existing single-family dwelling and accessory structures.
2. Proposed Lot 2, a 3.33 net-acre lot directly east of proposed Lot 1, buildable for a single-family dwelling.

Proposed Lots 1 and 2 will have frontage on 305<sup>th</sup> Street, a gravel County road.

**History of Subject Property**



The existing parcel was created in 1995 when it was divided from the parcel to the north through a plat of survey. According to Story County Planning and Development Regulations, a subdivision plat shall be made to further divide a parcel when a parcel has already been divided after July 1, 1990.

The residential parcel subdivision process was adopted in 2012, allowing parcels zoned A-1 agricultural to be divided into two lots buildable for a single-family dwelling with a minimum lot size of one-acre if a dwelling was in existence and other requirements of Chapter 87.07 of the Story County Land Development Regulations, listed below, were met.

The existing parcel was considered buildable for the dwelling (constructed in 1996) as it met an exception to the minimum 35 acre requirement to construct a dwelling in the A-1 District; historic aerial photography and records show that a farmstead was located on the property prior to the construction of the existing home.

#### **Current and Surrounding Land Use**

An existing dwelling is located on proposed Lot 1. Proposed Lot 2 does not contain any structures and is not in agricultural production. A majority of the lot is covered in trees (approximately 3 acres) with the remainder consisting of a grass open area. A separate 7.39 net-acre parcel consisting of natural prairie is owned by the subject property owner and is adjacent to proposed Lot 1 and 2 to the north. This prairie parcel is not buildable for a dwelling.

There are no specific development plans for proposed Lot 2 at this time. The applicant intends to list both lots for sale along with the native prairie parcel to the north.

Many scenarios are possible with regard to the potential land sale(s). However, in the case that the native prairie parcel becomes owned by an individual other than an owner of any adjacent land, creating a landlocked parcel without road frontage, an access easement with a minimum width of 20 feet will be required according to the Story County Land Development Regulations Chapter 88.04. Planning and Development staff have communicated this to the property owners. They are aware of this requirement and have provided written confirmation that an easement will be provided if necessary.

The County engineer has indicated that a separate driveway for proposed Lot 2 would be allowed off 305<sup>th</sup> Street and the actual location will be determined when a Driveway and Entrance Permit is received.

The subject property is designated as Rural Residential Area by the Cornerstone to Capstone (C2C) Comprehensive Plan: "The Rural Residential Area offers rural housing market choices in unincorporated areas of Story County, typically with larger lot sizes than available within city limits. The existing residential land uses that are found in rural Story County provide a desirable



housing market worthy of both protection and cultivation.” Principles for the designation include minimizing conflicts with agricultural uses, natural resources, and ensuring development is compatible with the rural character of the area.

The subject property is located in Indian Creek Township, approximately one mile north of the City of Maxwell. There are three adjacent properties. The property to the west contains one dwelling and row crops. The property to the north is the aforementioned native prairie parcel which is owned by subject property owners. The property to the east is exclusively row crops. All properties are zoned A-1 Agricultural District. Rolling Hills Subdivision, zoned R-1 Residential District, is located across 305<sup>th</sup> Street to the south of the subject property. It contains 12 lots with single family dwellings.

The treed area on the east side of proposed Lot 2 is designated as Natural Resource Area by the Cornerstone to Capstone (C2C) Comprehensive Plan. Planning and Development staff have informed the property owners of Section 88.05 (2) of the Story County Land Development Regulations which includes requirements on mitigation and that no more than 15% of naturally occurring resources shall be removed.

There are a total of 47 parcels located within a half mile of the subject property. All parcels are located within unincorporated Story County and 20, including the subject property, contain a single-family dwelling. There are also 15 parcels within a half mile of the subject property without dwellings that meet minimum lot size requirements to construct a single-family dwelling.

#### **Applicable Regulations – Story County Land Development Regulations**

##### **87.07(1)(A)**

(1) A subdivision may be submitted for review and approval as a residential parcel subdivision plat when all of the following are true:

- a. The development lots created by the subdivision are intended to be used for residential purposes.
- b. Only two development lots may be created.
- c. The Assessment Property Record Card for the property shall show a single-family dwelling and/or farmstead, as defined in Section 85.08, in existence.
- d. The subdivision includes no land set apart for new streets, alleys, parks, dedicated open space, school property, or public use.
- e. The subdivision lies wholly within the A-1 District. For parcels located within the boundaries of the Ames Urban Fringe Plan, the subdivision must be both zoned A-1 Agricultural and lie wholly within the Rural Service and Agricultural Conservation Area designation.



Pheasant Run Residential Parcel Subdivision

- f. Both development lots (created by the Residential Parcel Subdivision Plat) shall contain a minimum of one acre (net) each. All side and rear yard setback requirements must be met.
- g. All resulting development lots shall have access to an adjoining public roadway by actual road frontage or easement.
- h. No variances from subdivision or zoning standards shall be granted in order to accomplish the Residential Parcel Subdivision Plat.
- i. The existing parcel shall not have been created through a previously approved Residential Parcel Subdivision Plat. The proposal meets all of the above requirements for a Residential Parcel Subdivision Plat.

**Commentary**

The following comments are part of the official record of the proposed Residential Subdivision Plat – Pheasant Run Subdivision, Case No. 06-18. If necessary, conditions of approval may be formulated based off these comments.

The application materials were forwarded to the members of the Interagency Review Team on May 23, 2018.

**Story County Planning and Development**

What is the planned use for proposed Lot 2?

*Single-family residential.*

Where is development anticipated to occur on proposed Lot 2?

*No development is planned at this time.*

What is the planned use for the grass land/prairie north of the proposed lots?

*The applicant is aware of the possibility of creating a landlocked parcel and will ensure that does not occur. Depending on prospective buyers, the applicant will either:*

- a. Sell the prairie parcel with Lot 1 or Lot 2*
- b. Sell the prairie parcel to the owner of the surrounding agriculture land*
- c. Reserve an access easement at the time of transfer of Lot 1 or Lot 2 if neither a or b occur*

A majority of proposed Lot 2 is covered by natural vegetation. If development occurs in areas covered by natural vegetation, Section 88.05 (2) of the Story County Land Development Regulations requires that no more than 15% of naturally occurring resources shall be removed. This section also includes mitigation requirements for significant trees.

*Future development would comply with the vegetation and environmental requirements.*

**Story County Engineer**



A driveway permit from the Engineer's Office will be required for access to Lot 2 if development occurs in the future. The actual location will be determined when a permit is received.

#### Story County Environmental Health

The house and septic are contained on proposed Lot 1 and there are no easements for the septic required.

#### Story County Assessor

Proposed Lot 2 will be valued as a buildable residential lot for the 2019 assessment.

#### General Public

Notification letters were mailed to surrounding property owners regarding the public meeting on the subdivision request on June 11, 2018. No written or verbal comments were received from the general public at the time this staff report was completed.

#### Analysis

Points to consider in evaluating the applicant's request to divide their property through the Residential Parcel Subdivision Plat process to create two lots for a proposed and existing residential dwelling.

1. All requirements for a Residential Subdivision Plat in Section 87.07 of the Story County Land Development Regulations are met.
2. Both proposed lots have frontage on 305<sup>th</sup> Street, a gravel County road.
3. The subject property is designated as Rural Residential Area by the Cornerstone to Capstone (C2C) Comprehensive Plan and is consistent with the policies for the designation.
4. No agricultural land will be taken out of production to construct a dwelling on proposed Lot 2.
5. All requirements in Section 88.05 (2) of the Story County Land Development Regulations will apply to any future development in the natural resource area.
6. There are a total of 47 parcels located within a half mile of the subject property and 20, including the subject property, contain single-family dwellings. There are also 15 parcels within a half mile of the subject property without dwellings that meet minimum lot size requirements to construct a single-family dwelling. Rolling Hills Subdivision, zoned R-1 Residential District, is located across 305<sup>th</sup> Street to the south of the subject property.
7. The natural prairie parcel is unbuildable and may potentially become landlocked depending on the future land sale(s). If it becomes landlocked, an access easement with a minimum width of 20 feet will be required. The property owners are aware of this requirement and written confirmation has been provided.



Alternatives

Story County Planning & Development Staff recommend the approval of Pheasant Run Residential Parcel Subdivision Plat as proposed (alternative #1).

1. **The Story County Board of Supervisors approves Resolution #18-117, the Residential Parcel Subdivision Plat – Pheasant Run Subdivision as put forth in SUB06-18.**
2. The Story County Board of Supervisors approves Resolution #18-117, the Residential Parcel Subdivision Plat – Pheasant Run Subdivision as put forth in SUB06-18 with conditions.
3. The Story County Board of Supervisors denies Resolution #18-117, the Residential Parcel Subdivision Plat – Pheasant Run Subdivision as put forth in SUB06-18.
4. The Story County Board of Supervisors tables the decision on Resolution #18-117, the Residential Parcel Subdivision Plat – Pheasant Run Subdivision as put forth in SUB06-18, and directs the applicant to address specific areas for additional information, review and/or modifications, and to work with staff to place the subdivision plat back on a future Board of Supervisor's agenda.

**SURVEY DESCRIPTION**

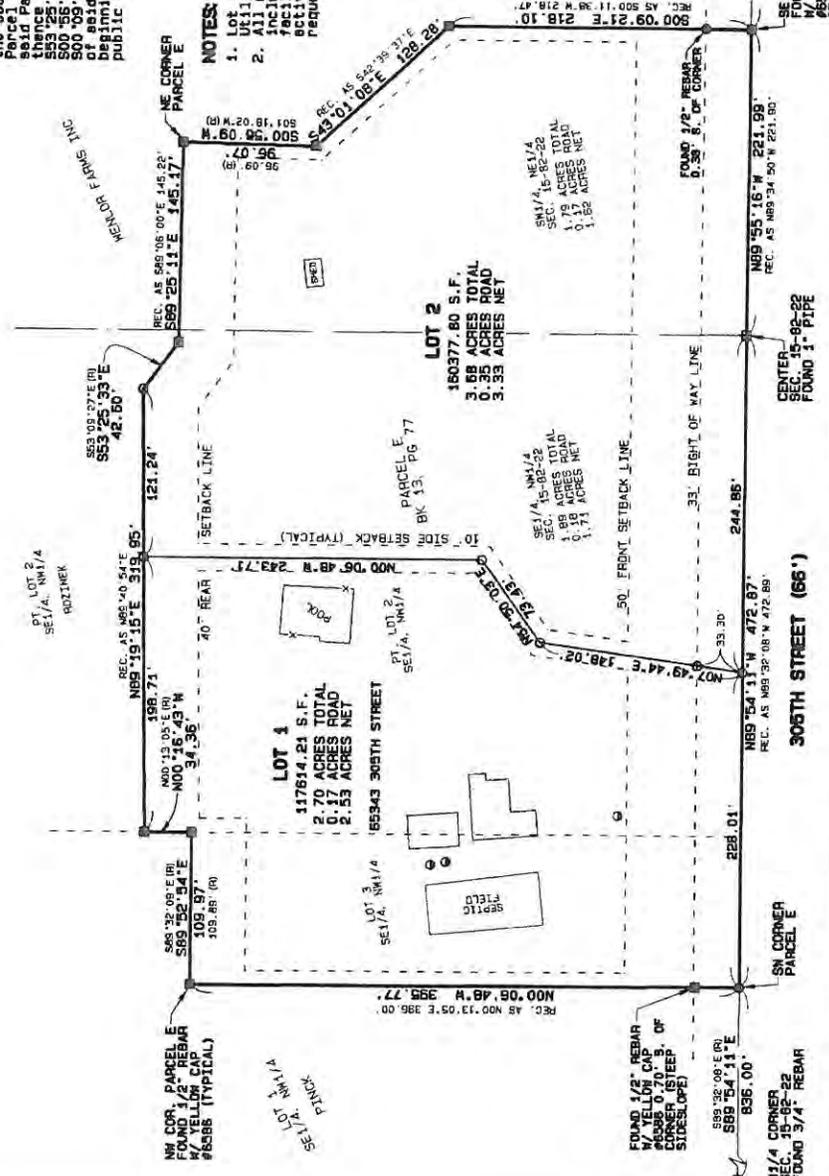
A Residential Parcel Subdivision of Parcel E in Lot 3 and part of Lot 2 in the Southeast Quarter of the Northeast Quarter and a part of the Southwest Quarter of the Northwest Quarter, all in Section 15, Township 82 North Range 22 West of the 5th Principal Meridian, Story County, Iowa, as shown on the Plat of Survey filed at the Story County Clerk's Office on 06/17/18 and being more currently described as follows: Commencing at the Quarter Corner of said Section 15; thence S89°54'11"E 856.00 feet along the south line of the Northeast Quarter to the Southwest Corner of said Parcel E; thence following the boundary of said Parcel E; thence N00°19'15"E 319.95 feet; thence N89°19'15"E 319.95 feet; thence S53°09'27"E 42.60 feet; thence S53°25'33"E 42.60 feet; thence S00°55'09"E 96.07 feet; thence S00°09'23"E 216.10 feet; thence N89°55'16"W 221.99 feet to the Center of the 1/2" REBAR W/ YELLOW CAP FOUND 3/4" PIPE beginning containing 0.36 acres, which includes 0.52 acres of existing public right of way.

**NOTES:**

1. Lot 1 is, and Lot 2 will be, served by private septic and Iowa Regional Utilities Association.
2. All new lots shall require an E911 address for inhabited structures, including residences and businesses, telecommunications towers, facilities, and for any public assembly area including open-air, outdoor activities. E911 addresses shall be assigned by Story County at the request of the property owner.

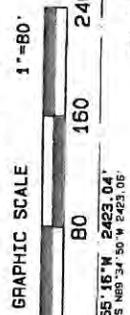
**OWNER/DEVELOPER:**  
 RUSSELL ROZINEK  
 CONNIE M. CALIGURI  
 65343 305TH STREET  
 MAXWELL, IA 50161

**DISTRICTS:**  
 Zoning: A-1 (Agricultural)  
 Fire: Maxwell  
 Ambulance: Story County  
 School: Collins-Maxwell  
 Watershed: Indian Creek  
 Utilities: Interstate P & L, Iowa Regional Utilities Association



**LEGEND**

- PROPERTY BOUNDARY
- SECTION CENTER LINE
- STREET CENTER LINE
- RIGHT OF WAY LINE
- SETBACK LINE
- SETBACK LINE (TYPICAL)
- SECTION CORNER FOUND OR SET AS NOTED
- FOUND IRON PIN OR PIPE AS NOTED
- SET 1/2" REBAR W/ YELLOW CAP #17181



**OWNER/DEVELOPER:**  
 STUMBO & ASSOCIATES  
 LAND SURVEYING  
 510 S. 17TH STREET, SUITE #102, AMES, IOWA 50010  
 PH. 515-253-5694 • FAX 515-253-4403



Certification: I hereby certify that this land surveying document was prepared and the related survey work was performed by a duly Licensed Land Surveyor under the laws of the State of Iowa.  
 Date: 6/07/18  
 By: Bradly Stumbo License #37781  
 My license renewal date is December 31, 2019.

**FINAL PLAT**  
**PHEASANT RUN SUBDIVISION**  
 A RESIDENTIAL PARCEL SUBDIVISION OF PARCEL E IN THE  
 N1/2 OF SECTION 15-82-22, STORY COUNTY, IOWA.  
 JOB #12021A DATE: 6/07/18 PAGE 1 of 1

**STUMBO & ASSOCIATES**  
**LAND SURVEYING**  
 510 S. 17TH STREET, SUITE #102, AMES, IOWA 50010  
 PH. 515-253-5694 • FAX 515-253-4403

Direction

# NOTES:

---



---



---



---



---



---



---



---

"JEO had just completed the Strategic Plan when I arrived at the City and it allowed me to hit the ground running in my new position. It has been my go-to document and provided a great "road map" of the top priorities for the City. After five years, we have rehired JEO to update our plan to ensure the Mayor, City Council and City staff are knowledgeable about our citizens' priorities."

Silas Clarke | City Administrator/Economic Development Director  
City of Hickman, NE



## INTERVIEW FOR

# 2018 STORY COUNTY STRATEGIC PLAN

## PRESENTERS



**Terry Meier**  
2700 Fletcher Avenue | Lincoln, NE 68504  
☎ 402.474.8766 | ✉ tmeier@jeo.com



**Clint Sloss**  
1615 SW Main St | Suite 205 | Ankeny, IA 50023  
☎ 515.964.5310 | ✉ csloss@jeo.com

## KEY TAKEAWAYS

- ▶ **Understanding Your Needs**
  - Project Work Plan
  - Planning Tools
    - MindMixer
    - Survey Monkey
    - TurningPoint Technology
- ▶ **Implementable Plan**
  - Tie Goals and Action Steps to Funding Opportunities
- ▶ **Proven Track Record**
  - Hickman, NE
  - Gretna, NE
  - Malvern, IA

## PROJECT WORK PLAN

1

**PROJECT KICK-OFF**

- Meet Staff
- Collect Data
- Initiate Public Input

2

**STRATEGIC PLAN WORKSHOP**

- Review Past Planning Reports
- Facility Review with Engineers
- Collect & Analyze Public Input
- Conduct Work Session with Committee

3

**DEVELOP STRATEGIC PLAN**

- Prepare Draft Document
- Staff Review
- Public Presentation of Revised Draft
- Revise Final Draft Based on Feedback

4

**DELIVERABLES**

- Up to 15 Copies
- Electronic Copy in PDF
- Begin Implementation of Strategic Plan

## STORY COUNTY STRATEGIC PLAN