

The Board of Supervisors met on 9/18/18 at 10:00 a.m. in the Story County Administration Building. Members present: Rick Sanders, Marty Chitty, and Lauris Olson, with Sanders presiding. (all audio of meetings available at [storycountyiowa.gov](http://storycountyiowa.gov)).

**MINUTES:** 9/11/18 Minutes – Olson moved, Chitty seconded the approval of Minutes as presented. Motion carried unanimously (MCU) on a roll call vote.

**CLAIMS:** 9/20/18 Claims of \$604,554.45 (run date 9/14/18, 34 pages, on file in the Auditor's Office) and authorize the Auditor to issue checks in payments of these claims and payment requests from BooST School Ready Services (\$25.00), BooSt Early Childhood (\$6,358.02), Central Iowa Drug Task Force (CIDTF) (\$2,120.88), Emergency Management (\$22,315.85), E911 surcharge (\$4,250.84), County Assessor (\$3,116.51), Ames City Assessor (\$27,715.45), and Holding-Seized Funds (\$455.00). Chitty moved, Olson seconded approval of Claims as presented with the amendment of considering the 4A Promotional claim separately. Roll call vote. (MCU). Chitty moved, Sanders seconded the approval of the 4A Promotional claim. Chitty aye, Sanders aye, Olson abstained. Motion carried.

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

1. Annual Story County Urban Renewal Report for FY18
2. Cell phone and data service stipend for Financial Data Manager position in Facilities Management
3. 28E Agreement between Animal Control and the City of Cambridge, effective upon signature through 6/30/19
4. Amendment to Agreement for Tedesco Environmental Learning Corridor (TELC) Bid Package #3 between Shive-Hattery, Inc., and Story County, Iowa, for \$83,000.00
5. Change Order #5 for TELC Bid Package #2 with Boulder Contracting, LLC, for \$2,252.26
6. Professional Services Agreement with WHKS & Co. for 2019 bridge inspection, rating and maintenance recommendations
7. Proposal between Softcode and Story County in the amount of \$801.00, paid from the Sheriff's Office
8. Purchase of seven (7) new vehicles for the Sheriff's Office from Ames Ford Lincoln for \$175,825.56
9. Road Closure Resolution: #19-12
10. Utility Permits: #19-11, #19-12

Roll call vote. (MCU)

**DIRECTION REGARDING "OUR STORY" CONTENT** – Leanne Harter, County Outreach and Special Projects Manager, reported on the process and articles to include. She stated there are additional items and the newsletter will exceed its usual publication size. Olson reported on process, and stated concerns about what is appropriate to include in the newsletter. Discussion took place. Sanders asked if the publication can accommodate additional items. Harter stated yes. Linda Murken, Franklin Township, stated a simple solution to address one of Olson's concerns is to delay publication for two weeks. Chitty asked about comments; Harter provided. Additional discussion took place regarding the process.

**EMERGENCY MANAGEMENT QUARTERLY REPORT** – Melissa Spencer, Deputy Emergency Management Coordinator, reported providing disaster assistance for two rain events, including damage assessments, and the lessons learned. She reported on volunteer training, workshops, planning efforts, classes, and federal compliance. Sanders noted the Iowa State Association of Counties (ISAC) is providing Story County's disaster recovery plan as a template for other counties.

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

Chitty moved, Olson seconded to adjourn at 11:00 a.m. Roll call vote. (MCU)

Story County  
Board of Supervisors Meeting  
Agenda  
9/18/18

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 MINUTES:

I. 9/11/18 Minutes

Department Submitting Auditor

5. CONSIDERATION OF PERSONNEL ACTIONS:

6. CONSIDERATION OF CLAIMS:

I. 9/20/18 Claims

Department Submitting Auditor

Documents:

CLAIMS 092018.PDF

7. 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 Annual Story County Urban Renewal Report, FY 2017-18

Department Submitting Auditor

Documents:

2017-2018 ANNUAL URBAN RENEWAL REPORT.PDF

II. Consideration Of Cell Phone And Data Service Stipend For Financial Data Manager Position In Facilities Management Department

Department Submitting Facilities Management

Documents:

CELLPHONESTIPENDFDM.PDF

III. Consideration Of 28E Agreements Between Animal Control And The Following Cities: Cambridge, Effective Upon Signature - 6/30/19

Department Submitting Animal Control

Documents:

28E AGREEMENT.PDF

- IV. Consideration Of Approval Of Amendment To Agreement For Tedesco Environmental Learning Corridor Bid Package #3 Between Shive-Hattery, Inc. And Story County, Iowa For \$83,000

Department Submitting Conservation

Documents:

URGE MEMO TELC PH3 DESIGN.PDF  
TELC PHASE 3 AMENDMENT.PDF

- V. Consideration Of Approval Of Change Order 5 For Tedesco Environmental Learning Corridor Bid Package 2 With Boulder Contracting, LLC For \$2,252.26

Department Submitting Conservation

Documents:

URGE MEMO TELC PH2 CO 005.PDF  
TELC PHASE 2 CO 5.PDF

- VI. Consideration Of Professional Services Agreement With WHKS For 2019 Bridge Inspection, Rating, And Maintenance Recommendations

Department Submitting Engineer

Documents:

WHKS SERVICE AGREEMENT 2019.PDF

- VII. Consideration Of Proposal Between Softcode And Story County In The Amount Of \$801.00, Paid From The Story County Sheriff's Office Budget

Department Submitting Sheriff

Documents:

SOFTCODE PROPOSAL.PDF

- VIII. Consideration Of The Purchase Of Seven (7) New Vehicles For The Story County Sheriff's Office From Ames Ford Lincoln In The Amount Of \$175,825.56 (Budgeted Funds)

Department Submitting Sheriff

Documents:

NEW VEHICLE PURCHASE.PDF

IX. Consideration Of Road Closure Resolution(S): #19-12

Department Submitting Engineer

Documents:

RC 19 12.PDF

X. Consideration Of Utility Permit(S): #19-11; #19-12

Department Submitting Engineer

Documents:

UT 19 011.PDF

UT 19 012.PDF

8. PUBLIC HEARING ITEMS:

9. ADDITIONAL ITEMS:

I. Discussion And Direction Regarding Our Story Content - Leanne Harter

Department Submitting Board of Supervisors

Documents:

OUR STORY - FALL 2018 - SCHEDULE.PDF

10. AGENCY REPORTS:

11. DEPARTMENTAL REPORTS:

I. Emergency Management Quarterly Report - Keith Morgan

Department Submitting Auditor

Documents:

18 08 30 BOS PRESENTATION FINAL .PDF

12. OTHER REPORTS:

13. 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.

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

15. ADJOURNMENT:

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

Story County Board of Supervisors  
Meeting  
9/18/18

NAME

ADDRESS

Linda murken

Franklin Twp.

Melissa Spencer

Story EMT

Leanna Ellis

SCSD

Deb Schildroth

BOS office

Todd Lindvall

Bos office

Dustin Ingram

AEDC

**Annual Urban Renewal Report, Fiscal Year 2017 - 2018**

**Levy Authority Summary**

Local Government Name: STORY COUNTY  
 Local Government Number: 85

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts
STORY COUNTY URBAN RENEWAL AREA	85022	12

**TIF Debt Outstanding: 5,917,284**

TIF Sp. Rev. Fund Cash Balance as of 07-01-2017:	622,128	0	Amount of 07-01-2017 Cash Balance Restricted for LMI
TIF Revenue:	921,258		
TIF Sp. Revenue Fund Interest:	0		
Property Tax Replacement Claims	30,955		
Asset Sales & Loan Repayments:	0		
<b>Total Revenue:</b>	<b>952,213</b>		
Rebate Expenditures:	0		
Non-Rebate Expenditures:	1,094,147		
Returned to County Treasurer:	0		
<b>Total Expenditures:</b>	<b>1,094,147</b>		
<b>TIF Sp. Rev. Fund Cash Balance as of 06-30-2018:</b>	<b>480,194</b>	<b>0</b>	<b>Amount of 06-30-2018 Cash Balance Restricted for LMI</b>

**Year-End Outstanding TIF  
 Obligations, Net of TIF Special  
 Revenue Fund Balance: 4,342,943**

APPROVED      DENIED

Board Member Initials: AS

Meeting Date: 9-18-18

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

\_\_\_\_\_

\_\_\_\_\_

♣ Annual Urban Renewal Report, Fiscal Year 2017 - 2018

**Urban Renewal Area Data Collection**

Local Government Name: STORY COUNTY (85)  
 Urban Renewal Area: STORY COUNTY URBAN RENEWAL AREA  
 UR Area Number: 85022

UR Area Creation Date: 11/2011

The Story Co. Urban Renewal Plan's objectives are to use TIF tax revenues to finance public improvements intended to promote the quality of life for all residents and encourage private investments & development for economic growth throughout Story County.

UR Area Purpose:

**Tax Districts within this Urban Renewal Area**

	Base No.	Increment No.	Increment Value Used
WARREN TWP/COLO-NESCO SCH STORY CO ORIG URA TIF INCREM	85591	85191	2,973,575
LINCOLN TWP/COLO-NESCO SCH STORY CO ORIG URA TIF INCREM	85592	85192	19,083,918
SHERMAN TWP/COLO-NESCO SCH STORY CO ORIG URA TIF INCREM	85593	85193	17,721,219
GRANT TWP/NEVADA SCH VETTER PROPERTY TIF INCREM	85594	85194	2,544,229
GRANT TWP/NEVADA SCH DEMONSTRATION WIND TURBINE TIF INCREM	85595	85195	582,757
LAFAYETTE TWP/ROLAND-STORY SCH/2013 STORY CO URA AMENDMENT TIF INCREMENT	85598	85198	547,893
LINCOLN TWP/COLO-NESCO SCH/2013 STORY CO URA AMENDMENT TIF INCREMENT	85599	85199	196,692
WARREN TWP/COLO-NESCO SCH/2013 STORY CO URA AMENDMENT TIF INCREMENT	85624	85200	355,224
INDIAN CREEK TWP/COLLINS-MAXWELL SCH/2013 STORY CO URA AMENDMENT TIF INCREMENT	85625	85201	167,801
GRANT TWP/NEVADA SCH 2016 COUNTY URA ADDITION INCREMENT	85632	85232	0
NEVADA TWP/NEVADA SCH 2016 COUNTY URA ADDITION INCREMENT	85633	85233	0
PALESTINE TWP/BALLARD SCH 2016 COUNTY URA ADDITION INCREMENT	85634	85234	0

**Urban Renewal Area Value by Class - 1/1/2016 for FY 2018**

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	5,653,800	96,655,100	0	0	102,308,900	0	102,308,900
Taxable	0	0	5,088,420	86,989,590	0	0	92,078,010	0	92,078,010
Homestead Credits									0

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2017: 622,128 0** **Amount of 07-01-2017 Cash Balance Restricted for LMI**

TIF Revenue: 921,258  
 TIF Sp. Revenue Fund Interest: 0  
 Property Tax Replacement Claims: 30,955  
 Asset Sales & Loan Repayments: 0  
**Total Revenue: 952,213**

Rebate Expenditures: 0  
 Non-Rebate Expenditures: 1,094,147  
 Returned to County Treasurer: 0  
**Total Expenditures: 1,094,147**

**TIF Sp. Rev. Fund Cash Balance** **Amount of 06-30-2018 Cash Balance**

as of 06-30-2018:

480,194

0

Restricted for LMI

## Projects For STORY COUNTY URBAN RENEWAL AREA

### Colo-Nesco School

Description: Phase II Playground Equipment  
Recreational facilities (lake development, parks, ball fields,  
Classification: trails)  
Physically Complete: Yes  
Payments Complete: Yes

### City of Huxley

Description: HOINT hard surface trail paving  
Recreational facilities (lake development, parks, ball fields,  
Classification: trails)  
Physically Complete: Yes  
Payments Complete: Yes

### City of Kelley

Description: Construction of 6' Water Main  
Classification: Roads, Bridges & Utilities  
Physically Complete: Yes  
Payments Complete: Yes

### City of Cambridge

Description: Construction of Multi-Functional Municipal Bldg  
Main Street Iowa Program-Iowa Economic Development  
Classification: Authority  
Physically Complete: Yes  
Payments Complete: Yes

### Colo-Nesco School

Description: Phase III Playground Equip  
Recreational facilities (lake development, parks, ball fields,  
Classification: trails)  
Physically Complete: Yes  
Payments Complete: Yes

### City of Slater

Description: Main Street Improvements Main/Marshall  
Main Street Iowa Program-Iowa Economic Development  
Classification: Authority  
Physically Complete: Yes  
Payments Complete: Yes

### City of Slater

Description: Acq/Renovation 404/406 Main Street  
Main Street Iowa Program-Iowa Economic Development  
Classification: Authority  
Physically Complete: No  
Payments Complete: No

### **City of Huxley**

Description: Nord Kalsem Park Playground Structure  
Recreational facilities (lake development, parks, ball fields,  
Classification: trails)  
Physically Complete: Yes  
Payments Complete: Yes

### **Shive-Hattery Inc**

Description: Praeri Rail Trail  
Recreational facilities (lake development, parks, ball fields,  
Classification: trails)  
Physically Complete: No  
Payments Complete: No

### **City of Story City**

Description: North Park Project  
Recreational facilities (lake development, parks, ball fields,  
Classification: trails)  
Physically Complete: Yes  
Payments Complete: Yes

### **City of Collins**

Description: Main Street Demo and Revitalization  
Classification: Roads, Bridges & Utilities  
Physically Complete: No  
Payments Complete: No

### **City of Slater**

Description: Sidewalk Lighting on Main Street  
Main Street Iowa Program-Iowa Economic Development  
Classification: Authority  
Physically Complete: No  
Payments Complete: No

### **Dakins Lake**

Description: Dakins Lake Park Expansion  
Recreational facilities (lake development, parks, ball fields,  
Classification: trails)  
Physically Complete: Yes  
Payments Complete: Yes

## TELC

Description: ISU Research Park - Phase I  
Recreational facilities (lake development, parks, ball fields,  
Classification: trails)  
Physically Complete: No  
Payments Complete: No

## TELC

Description: ISU Research Park - Phase II  
Recreational facilities (lake development, parks, ball fields,  
Classification: trails)  
Physically Complete: No  
Payments Complete: No

## Debts/Obligations For STORY COUNTY URBAN RENEWAL AREA

### 2012 TIF Revenue Bond

Debt/Obligation Type:	TIF Revenue Bonds/Notes
Principal:	1,685,000
Interest:	100,523
Total:	1,785,523
Annual Appropriation?:	No
Date Incurred:	11/29/2012
FY of Last Payment:	2022

### 2016 TIF Revenue Bond

Debt/Obligation Type:	TIF Revenue Bonds/Notes
Principal:	1,366,000
Interest:	151,612
Total:	1,517,612
Annual Appropriation?:	No
Date Incurred:	08/01/2016
FY of Last Payment:	2026

### 2017 TIF Revenue Bond

Debt/Obligation Type:	TIF Revenue Bonds/Notes
Principal:	1,500,000
Interest:	211,482
Total:	1,711,482
Annual Appropriation?:	No
Date Incurred:	09/19/2017
FY of Last Payment:	2027

### Story County Internal Loan

Debt/Obligation Type:	Internal Loans
Principal:	902,667
Interest:	0
Total:	902,667
Annual Appropriation?:	No
Date Incurred:	09/30/2014
FY of Last Payment:	2019

## Non-Rebates For STORY COUNTY URBAN RENEWAL AREA

TIF Expenditure Amount: 44,218  
Tied To Debt: Story County Internal Loan  
Tied To Project: City of Cambridge

TIF Expenditure Amount: 95,750  
Tied To Debt: Story County Internal Loan  
Tied To Project: City of Story City

TIF Expenditure Amount: 75,960  
Tied To Debt: Story County Internal Loan  
Tied To Project: City of Slater

TIF Expenditure Amount: 352,858  
Tied To Debt: 2012 TIF Revenue Bond  
Tied To Project: Dakins Lake

TIF Expenditure Amount: 40,323  
Tied To Debt: Story County Internal Loan  
Tied To Project: Shive-Hattery Inc

TIF Expenditure Amount: 166,569  
Tied To Debt: 2016 TIF Revenue Bond  
Tied To Project: TELC

TIF Expenditure Amount: 96,000  
Tied To Debt: Story County Internal Loan  
Tied To Project: City of Collins

TIF Expenditure Amount: 29,422  
Tied To Debt: Story County Internal Loan  
Tied To Project: Colo-Nesco School

TIF Expenditure Amount: 34,435  
Tied To Debt: Story County Internal Loan  
Tied To Project: City of Kelley

TIF Expenditure Amount: 158,612  
Tied To Debt: 2017 TIF Revenue Bond  
Tied To Project: TELC

♣ Annual Urban Renewal Report, Fiscal Year 2017 - 2018

**TIF Taxing District Data Collection**

Local Government Name: STORY COUNTY (85)  
 Urban Renewal Area: STORY COUNTY URBAN RENEWAL AREA (85022)  
 TIF Taxing District Name: WARREN TWP/COLO-NESCO SCH STORY CO ORIG URA TIF INCREM  
 TIF Taxing District Inc. Number: 85191  
 TIF Taxing District Base Year: 2010  
 FY TIF Revenue First Received: 2013  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2033

	<b>UR Designation</b>
Slum	No
Blighted	No
Economic Development	11/2011

TIF Taxing District Value by Class - 1/1/2016 for FY 2018

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	6,607,900	0	0	6,607,900	0	6,607,900
Taxable	0	0	0	5,947,110	0	0	5,947,110	0	5,947,110
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2018	506,400	5,947,110	2,973,575	2,973,535	62,621

FY 2018 TIF Revenue Received: 60,482

**TIF Taxing District Data Collection**

Local Government Name: STORY COUNTY (85)  
 Urban Renewal Area: STORY COUNTY URBAN RENEWAL AREA (85022)  
 TIF Taxing District Name: LINCOLN TWP/COLO-NESCO SCH STORY CO ORIG URA TIF INCREM  
 TIF Taxing District Inc. Number: 85192  
 TIF Taxing District Base Year: 2010  
 FY TIF Revenue First Received: 2013  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2033

	<b>UR Designation</b>
Slum	No
Blighted	No
Economic Development	11/2011

TIF Taxing District Value by Class - 1/1/2016 for FY 2018

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	43,231,800	0	0	43,231,800	0	43,231,800
Taxable	0	0	0	38,908,620	0	0	38,908,620	0	38,908,620
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2018	5,064,000	38,167,800	19,083,918	19,083,882	413,512

FY 2018 TIF Revenue Received: 401,632

♣ Annual Urban Renewal Report, Fiscal Year 2017 - 2018

**TIF Taxing District Data Collection**

Local Government Name: STORY COUNTY (85)  
 Urban Renewal Area: STORY COUNTY URBAN RENEWAL AREA (85022)  
 TIF Taxing District Name: SHERMAN TWP/COLO-NESCO SCH STORY CO ORIG URA TIF INCREM  
 TIF Taxing District Inc. Number: 85193  
 TIF Taxing District Base Year: 2010  
 FY TIF Revenue First Received: 2013  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2033

Slum	UR Designation
Blighted	No
Economic Development	No
	11/2011

TIF Taxing District Value by Class - 1/1/2016 for FY 2018

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	42,531,900	0	0	42,531,900	0	42,531,900
Taxable	0	0	0	38,278,710	0	0	38,278,710	0	38,278,710
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2018	7,089,500	35,442,400	17,721,219	17,721,181	373,082

FY 2018 TIF Revenue Received: 363,641

**TIF Taxing District Data Collection**

Local Government Name: STORY COUNTY (85)  
 Urban Renewal Area: STORY COUNTY URBAN RENEWAL AREA (85022)  
 TIF Taxing District Name: GRANT TWP/NEVADA SCH VETTER PROPERTY TIF INCREM  
 TIF Taxing District Inc. Number: 85194  
 TIF Taxing District Base Year: 2010  
 FY TIF Revenue First Received: 2013  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2033

Slum	UR Designation
Blighted	No
Economic Development	No
	11/2011

TIF Taxing District Value by Class - 1/1/2016 for FY 2018

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	5,653,800	0	0	0	5,653,800	0	5,653,800
Taxable	0	0	5,088,420	0	0	0	5,088,420	0	5,088,420
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2018	42,600	5,088,420	2,544,229	2,544,191	59,257

FY 2018 TIF Revenue Received: 58,232

♣ Annual Urban Renewal Report, Fiscal Year 2017 - 2018

**TIF Taxing District Data Collection**

Local Government Name: STORY COUNTY (85)  
 Urban Renewal Area: STORY COUNTY URBAN RENEWAL AREA (85022)  
 TIF Taxing District Name: GRANT TWP/NEVADA SCH DEMONSTRATION WIND TURBINE TIF INCREM  
 TIF Taxing District Inc. Number: 85195  
 TIF Taxing District Base Year: 2010  
 FY TIF Revenue First Received: 2014  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2024

	Slum	<b>UR Designation</b>
	Blighted	No
	Economic Development	No
		11/2011

TIF Taxing District Value by Class - 1/1/2016 for FY 2018

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	1,295,000	0	0	1,295,000	0	1,295,000
Taxable	0	0	0	1,165,500	0	0	1,165,500	0	1,165,500
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2018	1	1,165,500	582,757	582,743	13,573

FY 2018 TIF Revenue Received: 15,487

**TIF Taxing District Data Collection**

Local Government Name: STORY COUNTY (85)  
 Urban Renewal Area: STORY COUNTY URBAN RENEWAL AREA (85022)  
 TIF Taxing District Name: LAFAYETTE TWP/ROLAND-STORY SCH/2013 STORY CO URA AMENDMENT  
 TIF INCREMENT  
 TIF Taxing District Inc. Number: 85198  
 TIF Taxing District Base Year: 2012  
 FY TIF Revenue First Received: 2015  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2025

	Slum	<b>UR Designation</b>
	Blighted	No
	Economic Development	No
		10/2013

TIF Taxing District Value by Class - 1/1/2016 for FY 2018

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	1,389,100	0	0	1,389,100	0	1,389,100
Taxable	0	0	0	1,250,190	0	0	1,250,190	0	1,250,190
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2018	293,300	1,095,800	547,893	547,907	11,733

FY 2018 TIF Revenue Received: 10,080

♣ Annual Urban Renewal Report, Fiscal Year 2017 - 2018

**TIF Taxing District Data Collection**

Local Government Name: STORY COUNTY (85)  
 Urban Renewal Area: STORY COUNTY URBAN RENEWAL AREA (85022)  
 TIF Taxing District Name: LINCOLN TWP/COLO-NESCO SCH/2013 STORY CO URA AMENDMENT TIF INCREMENT  
 TIF Taxing District Inc. Number: 85199  
 TIF Taxing District Base Year: 2012  
 FY TIF Revenue First Received: 2015  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2025

	Slum	UR Designation
	Blighted	No
	Economic Development	No
		10/2013

TIF Taxing District Value by Class - 1/1/2016 for FY 2018

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	437,100	0	0	437,100	0	437,100
Taxable	0	0	0	393,390	0	0	393,390	0	393,390
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2018	1	393,390	196,692	196,698	4,262

FY 2018 TIF Revenue Received: 3,308

**TIF Taxing District Data Collection**

Local Government Name: STORY COUNTY (85)  
 Urban Renewal Area: STORY COUNTY URBAN RENEWAL AREA (85022)  
 TIF Taxing District Name: WARREN TWP/COLO-NESCO SCH/2013 STORY CO URA AMENDMENT TIF INCREMENT  
 TIF Taxing District Inc. Number: 85200  
 TIF Taxing District Base Year: 2012  
 FY TIF Revenue First Received: 2015  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2025

	Slum	UR Designation
	Blighted	No
	Economic Development	No
		10/2013

TIF Taxing District Value by Class - 1/1/2016 for FY 2018

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	789,400	0	0	789,400	0	789,400
Taxable	0	0	0	710,460	0	0	710,460	0	710,460
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2018	1	710,460	355,224	355,236	7,481

FY 2018 TIF Revenue Received: 5,627

♣ Annual Urban Renewal Report, Fiscal Year 2017 - 2018

**TIF Taxing District Data Collection**

Local Government Name: STORY COUNTY (85)  
 Urban Renewal Area: STORY COUNTY URBAN RENEWAL AREA (85022)  
 TIF Taxing District Name: INDIAN CREEK TWP/COLLINS-MAXWELL SCH/2013 STORY CO URA  
 AMENDMENT TIF INCREMENT  
 TIF Taxing District Inc. Number: 85201  
 TIF Taxing District Base Year: 2012  
 FY TIF Revenue First Received: 2015  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2025

	Slum	UR Designation
	Blighted	No
	Economic Development	No
		10/2013

TIF Taxing District Value by Class - 1/1/2016 for FY 2018

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	372,900	0	0	372,900	0	372,900
Taxable	0	0	0	335,610	0	0	335,610	0	335,610
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2018	1	335,610	167,801	167,809	3,754

FY 2018 TIF Revenue Received: 2,769

**TIF Taxing District Data Collection**

Local Government Name: STORY COUNTY (85)  
 Urban Renewal Area: STORY COUNTY URBAN RENEWAL AREA (85022)  
 TIF Taxing District Name: GRANT TWP/NEVADA SCH 2016 COUNTY URA ADDITION INCREMENT  
 TIF Taxing District Inc. Number: 85232  
 TIF Taxing District Base Year: 2015  
 FY TIF Revenue First Received:  
 Subject to a Statutory end date? No

	Slum	UR Designation
	Blighted	No
	Economic Development	No

TIF Taxing District Value by Class - 1/1/2016 for FY 2018

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2018	261,400	0	0	0	0

FY 2018 TIF Revenue Received: 0

♣ Annual Urban Renewal Report, Fiscal Year 2017 - 2018

**TIF Taxing District Data Collection**

Local Government Name: STORY COUNTY (85)  
 Urban Renewal Area: STORY COUNTY URBAN RENEWAL AREA (85022)  
 TIF Taxing District Name: NEVADA TWP/NEVADA SCH 2016 COUNTY URA ADDITION INCREMENT  
 TIF Taxing District Inc. Number: 85233

TIF Taxing District Base Year:	2015	Slum	<b>UR Designation</b>
FY TIF Revenue First Received:		Blighted	No
Subject to a Statutory end date?	No	Economic Development	No

TIF Taxing District Value by Class - 1/1/2016 for FY 2018

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2018	89,500	0	0	0	0

FY 2018 TIF Revenue Received: 0

**TIF Taxing District Data Collection**

Local Government Name: STORY COUNTY (85)  
 Urban Renewal Area: STORY COUNTY URBAN RENEWAL AREA (85022)  
 TIF Taxing District Name: PALESTINE TWP/BALLARD SCH 2016 COUNTY URA ADDITION INCREMENT  
 TIF Taxing District Inc. Number: 85234

TIF Taxing District Base Year:	2015	Slum	<b>UR Designation</b>
FY TIF Revenue First Received:		Blighted	No
Subject to a Statutory end date?	No	Economic Development	No

TIF Taxing District Value by Class - 1/1/2016 for FY 2018

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2018	279,400	0	0	0	0

FY 2018 TIF Revenue Received: 0



# 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

Dear Board of Supervisors,

Per the Story County Cell Phone Policy, I am requesting approval for the following position to receive a cell phone and data service stipend:

Financial Data Manager

This position is required to be out of the office for work on various occasions and will need to be available and respond to keyless entry situations, emails, etc. outside of their normal working hours. The amount of the stipend will be determined based on time spent out of the office in the field or time spent for various situations outside of normal working hours and on availability of funds within the budget.

Thank you in advance for your consideration.

Sincerely,



Joby J. Brogden

Director of Facilities Management

**APPROVED**      **DENIED**  
Board Member Initials: JS  
Meeting Date: 9-18-18  
Follow-up action: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Return to &

Prepared by Sue McCaskey, Story County Animal Control, 975 West Lincoln Way, Nevada, IA 50201 515-382-3338

## ANIMAL RESCUE SERVICE CONTRACT

This contract and Agreement is entered into by and between Story County, Iowa and the City of Cambridge, Iowa pursuant to the authority, and by the procedures of Chapter 28E, Code of Iowa.

1. Purpose:

Under this contract, Story County shall provide said City with services of domestic animal rescue as set forth more specifically in succeeding paragraphs herein with the exception of 2(e) and (f). Story County will not provide service with regard to wild animals **except as noted below in the Scope of Services, and** in the sole discretion of Story County.

2. Scope of services (pursuant to Story County Code of Ordinances):

- a. Transportation of animals impounded by the contracting city.
- b. Shelter and board for the impounded animals.
- c. Issuance of applicable impoundment charges on impounded animals pursuant to Story County Code of Ordinances.
- d. Cat, dog, and **other small domesticated animal** adoption service for appropriately impounded animals.
- e. Investigation and disposition of rabid, sick or injured animals.
- f. Supervision of quarantine procedures and rabies testing.
- g. **Collection and impounding of City trapped cats.**
- h. Arrange for emergency veterinary care or provision of first-aid treatment.
- i. Provision of humane euthanasia of unclaimed cats and dogs pursuant to Iowa Code 351.37.

- j. Rescue of animals in unusual or emergency circumstances (i.e. flood waters, fire, etc., with permission from appropriate City Official).
- k. One letter sent to resident of said City when requested by said City and **only after prior attempts at resolution by City.**

Any other animal control related problem may be dealt with at the Animal Control Officer's discretion.

**\*The City understands that all service is subject to the Animal Control Officer's availability and discretion with the expressed approval of a City Official, except in emergencies.\***

Initial here if City prefers to be notified prior to Animal Control Officer's response in non-emergency situations. If you checked the box, please provide a twenty-four (24) hour phone number: (515) 460-0627 Dale Hennick's cell

3. Consideration: (Quarterly billing)

The City will pay Story County, Iowa, based on the following fee schedule:

**(No trip charge will be assessed from 8:00 a.m. to 3:00 p.m., Monday – Friday)**

- a. \$50.00 per officer involved, per trip between the hours of 3:00 p.m. and 8:00 a.m., Monday through Friday, all day Saturday, Sunday and holidays.
- b. \$25.00 per trip for investigations (regardless of whether or not an animal is detained), confining an animal, and other services as needed.
- c. \$6.50 per day up to a maximum of seven (7) days per unclaimed dog for boarding and transportation costs.
- d. \$5.50 per day up to a maximum of seven (7) days per unclaimed cat for boarding and transportation costs.
- e. \$5.50 per day up to a maximum of seven (7) days per unclaimed exotic animal for boarding and transportation costs.
- f. \$10.00 per day up to a maximum of seven (7) days per unclaimed head of livestock for boarding and transportation costs. Depending on animal size, if a trailer is needed to transport an animal, add an additional \$35.00.
- g. \$15.00 for euthanasia of each unclaimed or unwanted cat not held for seven (7) days, due to sickness, injury or rabies testing.
- h. \$25.00 for euthanasia of each unclaimed or unwanted dog not held for seven (7) days, due to sickness, injury or rabies testing.
- i. \$20.00 for euthanasia of each wild animal species such as opossum, raccoon, etc.
- j. \$5.00 per day for rental of cat box trap.

- k. \$8.00 per day for rental of dog box trap.
- l. \$10.00 per citation issued at the request of said City.
- m. \$10.00 handling/transportation charge for all domestic animals held less than seven (7) days.
- n. At the discretion of said City and Animal Control, an animal may be held and boarded for less than a minimum seven (7) days if the animal is:  
Significantly sick or injured, ill-tempered or vicious, feral/wild (not adoptable, applicable to cats and dogs only), believed to have been exposed to a disease infectious to animals or humans.

4. Rescue and removal charges:

For any animal in unusual or emergency circumstances - \$50.00 per trip, per Animal Control Officer needed, and any other applicable fees (which may include, but are not limited to, Sheriff's Office invoices for service).

All diagnostic and/or quarantine costs shall be paid by the City.

5. Recording requirements:

In Accordance with Iowa Code Chapter 28E, a copy of this agreement shall be filed with the Secretary of State and recorded with the Story County Recorder.

6. Termination:

Either party may terminate this agreement without penalty at any time by giving written notice at least thirty (30) days before the effective date of such termination.

7. Effective date:

This agreement shall become effective upon formal passage and execution of the Board of Supervisors above named and upon filing of this agreement with the Secretary of State of Iowa.

8. Duration and term:

The initial term of this agreement shall be for a period of one year commencing on July 1, 2018, and terminating on June 30, 2019. In the interim we will cover your animal control needs, but this agreement shall continue on a year to year basis unless terminated by any party hereto as provided below.

9. Amendment:

This agreement may not otherwise be amended or altered without a written, signed, and filed amendment to the agreement executed by the parties hereto.

In witness whereof the parties hereto have, by their authorized representatives, executed this agreement.

Story County, Iowa

By: [Signature]  
Chairperson Date

City of Cambridge

By: [Signature] 7-2-18  
Mayor Date

ATTEST

[Signature] 9-18-18  
Auditor Date

[Signature] 7-2-18  
Clerk Date

Story County Animal Control

By: \_\_\_\_\_  
Animal Control Director Date

**AMENDMENT TO AGREEMENT**  
**between SHIVE-HATTERY, INC. AND THE CLIENT**

**ATTN:** Michael Cox  
**CLIENT:** Story County, IA Conservation Board  
McFarland Park  
56461 180th Street  
Ames, IA 50010-9451

**PROJECT:** Story County Conservation ISU Research Park Greenbelt Park

**PROJECT LOCATION:** Ames, IA

**ORIGINAL AGREEMENT DATE:** July 27, 2016

**AMENDMENT NO.:** 3

**AMENDMENT DATE:** August 29, 2018

Story County, IA Conservation Board and Shive-Hattery, Inc. (S-H) agree to amend the Original Agreement as follows:

**PROJECT DESCRIPTION**

The Project Description is revised as follows:

NO CHANGES

**SCOPE OF SERVICES**

Tasks for the Scope of Services are revised as follows:

ADD

**I. Bid Package #3 DESIGN PHASE SERVICES**

**A. Preliminary Investigations**

**1. Land Surveying Services**

- 1) Complete topographic survey along project alignment including connecting trail, drainage cross sections, site features, and utilities. The approximate survey limits shall be confined to a fifty-foot section centered on the proposed trail alignment.
- 2) Request Iowa One Call Design locate utility maps in the location of the proposed trail.
- 3) Develop base map from topographic survey information. Review any available underground utility information and add to base map.
- 4) Prepare easement exhibits and legal descriptions for trail easements. We assume Story County will handle all legal and coordination associated with the easement.

**2. Wetlands and Waters of the United States Delineation**

- 1) The delineation will identify where the upper boundaries of wetlands and WUS are located. Documentation of vegetation communities, hydrology, and soils will be performed as outlined by the 1987 US Army Corps of Engineers (USACE) Wetland Delineation Manual and Midwest Region (2010) Supplement.



- 2) Assemble and review available public information including United States Geological Survey (USGS) topo maps, National Wetlands Inventory (NWI) maps, United States Department of Agriculture (USDA) Soil Survey maps, and aerial photographs as a preliminary desktop review prior to field work.
  - 3) Perform an on-site visit to gather data pertaining to hydrophytic vegetation, wetland hydrology, and hydric soils. The following will be performed at each data point location within suspected wetland areas on site.
    - a) Assess vegetation stratum (i.e., trees, saplings/shrubs, herbs, and woody vines). Vegetation will be classified by genus and species.
    - b) Evaluate soil for hydric indicators by digging soil samples.
    - c) Observe the presence of wetland hydrology indicators.
  - 4) Utilize a hand-held GPS unit (sub-meter accuracy) to map the boundaries of all delineated wetlands within the project area.
  - 5) Prepare maps that show the delineated wetland and WUS area(s).
  - 6) Submit a Wetland and Waters of the United States Delineation Report to the client that can be used for submittal to the USACE. This report will include, but is not limited to sample locations, data forms, site photos, maps of the wetland area(s), and explanation of the results of the investigation.
- B. Design and Permitting**
1. Preliminary Design
    - 1) Create profile and typical cross sections along proposed alignment.
    - 2) Estimate grading impacts of proposed alignment.
    - 3) Review drainage impacts of proposed alignment.
    - 4) Review street/road and driveway crossing locations of proposed alignment.
    - 5) Prepare 60% review plans and cost opinion and submit to owner for review.
    - 6) Meet with owner and affected landowners to review proposed alignment and incorporate owner comments and changes.
  2. Final Design/Construction Documents
    - 1) Design for the trail including: layout, grading, paving, erosion control, traffic control, and miscellaneous details as required for the construction of the trail.
    - 2) Design trail crossings at driveways, field entrances, and at S State Ave/520<sup>th</sup> Ave.
    - 3) Design trail connection to existing bike lanes along County Road R38.
    - 4) Prepare detailed construction plans, specifications, and contract documents utilizing the Iowa Statewide Urban Design and Specifications (SUDAS) and the AASHTO "Guide for Development of Bicycle Facilities – Fourth Edition". Anticipated plan sheets include:
      - a) Title Sheet
      - b) Typical Section/Details
      - c) Quantities/Reference Notes
      - d) Plan & Profile Sheets
      - e) Cross Sections
      - f) Traffic Control/Signage
    - 5) Prepare 90% review plans and cost opinion and submit to owner for review.
    - 6) Meet with Story County staff and incorporate owner comments and changes.
    - 7) Submit 100% construction plans and cost opinion to owner for review. Provide revised construction plans based on owner comments.
  3. Property Owner Coordination
    - 1) Prepare exhibits for and attend up to two meetings with private property owner(s) to review/coordinate proposed improvements and answer questions.

4. Permitting

- 1) Prepare joint permit application to USACE and Iowa DNR to initiate permitting process.
  - a) We assume that either no permit will be required from USACE, or that the project will be covered by a Nationwide permit.
  - b) If additional information is required by USACE, if mitigation of impacts is required, or if an individual permit is required, these services will be considered additional services and could be provided in an amendment to our agreement.
- 2) Complete a stormwater pollution prevention plan and submit a National Pollutant Discharge Elimination System (NPDES) permit application to the Iowa DNR. Our fees include the \$175.00 NPDES annual permit fee.
- 3) Coordinate any required permit/approval from Story County Engineer's Office for work within the county right-of-way for trail crossing at S State Ave/520<sup>th</sup> Ave, for connection to existing bike lanes along County Road R38, and for any work along 260<sup>th</sup> St.
- 4) The trail project is not located within the current Ames city limits. We assume that no City of Ames approvals or permits will be required.

II. Bid Package #3 BID PHASE SERVICES

- A. Bid Phase Services for the trail construction project will be handled by an amendment to this agreement after plans and permits have been obtained.

III. Bid Package #3 CONTRACT ADMINISTRATION/CONSTRUCTION OBSERVATION

- A. Construction Contract Administration/Construction Observation Services for the trail construction project will be handled by an amendment to this agreement after plans and permits have been obtained.

CLIENT RESPONSIBILITIES

Client Responsibilities are revised as follows:

NO CHANGES

SCHEDULE

The Schedule is revised as follows:

We will begin our services upon receipt of this Agreement executed by you which will serve as a notice to proceed.

- We will meet with you to develop a mutually agreed-upon schedule for the Scope of Services. We understand that winter project bidding is desired.

COMPENSATION

The Compensation is revised as follows:

ADD

**Amendment #3**

Description	Fee Type	Fee	Estimated Expenses	Total
BP #3 DESIGN PHASE SERVICES	Hourly w/Max	\$81,000	\$2,000	\$83,000
BP #3 BID PHASE SERVICES	To Be Determined			
BP #3 CA/CO	To Be Determined			
<b>ESTIMATED TOTAL</b>				<b>\$83,000</b>

**Fee Types:**

- Hourly w/Max - We will provide the Scope of Services on an hourly rate basis at our Standard Hourly Fee Schedule in effect at the time that the services are performed. We will not exceed the estimated amounts above without your prior authorization.

**Expenses:**

- Estimated amount - The estimated expense amounts above will be reimbursed in accordance with our Reimbursable Expense Fee Schedule in effect at the time that the expense is incurred. We will not exceed the amounts without your prior authorization.

**ADDITIONAL SERVICES**

The Additional Services are revised as follows:

ADD – The following are additional services you may require for your project. We can provide these services, but they are not part of this proposal at this time.

1. Design of trail segment beyond the approximately 2.4 miles of trail identified in the Scope of Services.
2. Additional Environmental/Cultural Resource Services
  - a. Threatened and Endangered Species Assessment
  - b. Phase I Archaeological Survey
  - c. Wetland/WUS mitigation
  - d. Any additional environmental clearances not outlined in this agreement that may become required based on the permitting requirements.
3. Preparation of design plans, bid items, and specifications in the Iowa Department of Transportation (DOT) format.
4. Bid Phase Services and Construction Contract Administration/Construction Observation
5. Graphic design for signage or exhibits.
6. Trailhead, parking, or rest stop planning and design

**EXHIBITS**

The Exhibits are revised as follows:

ADD

Preliminary Alignment Exhibit

**AGREEMENT**

When accepted by both parties, this Amendment will amend the Original Agreement and is subject to all other terms and conditions of the Original Agreement. Original, facsimile, electronic signatures or other electronic acceptance by the parties (and returned to Shive-Hattery) are deemed acceptable for binding the parties to the Amendment. The Client representative signing this Amendment warrants that he or she is authorized to enter into this Amendment on behalf of the Client.

Sincerely,  
SHIVE-HATTERY, INC.



Luke Monat, P.E.  
Project Manager  
lmonat@shive-hattery.com

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**AMENDMENT ACCEPTED AND SERVICES AUTHORIZED TO PROCEED**

CLIENT: Story County, IA Board of Supervisors

BY:  TITLE: Chair BOS  
(signature)

PRINTED NAME: Rick Sanders DATE ACCEPTED: 9-10-18

**STANDARD HOURLY FEE SCHEDULE**  
**Effective January 1, 2018 to December 31, 2018**

**PROFESSIONAL STAFF:**

Grade 1	\$ 86.00
Grade 2	\$103.00
Grade 3	\$116.00
Grade 4	\$130.00
Grade 5	\$142.00
Grade 6	\$155.00
Grade 7	\$168.00
Grade 8	\$185.00
Grade 9	\$202.00

**TECHNICAL STAFF:**

Grade 1	\$ 60.00
Grade 2	\$ 74.00
Grade 3	\$ 83.00
Grade 4	\$ 91.00
Grade 5	\$103.00
Grade 6	\$116.00
Grade 7	\$130.00

**ADMIN STAFF:** \$ 59.00

**SURVEY STAFF:**

One Person	\$122.00
Two Person	\$187.00
Scanning Surveyor	\$150.00
Surveyor with 2 scanners	\$200.00

**REIMBURSABLE EXPENSES:**

**TRAVEL**

Mileage- Car/Truck	\$0.54/ Mile
Mileage- Survey Trucks	\$0.64/ Mile
Lodging, Meals	Cost + 10%
Airfare	Cost + 10%
Car Rental	Cost + 10%

**IN-HOUSE SERVICES**

**Prints/Plots:**

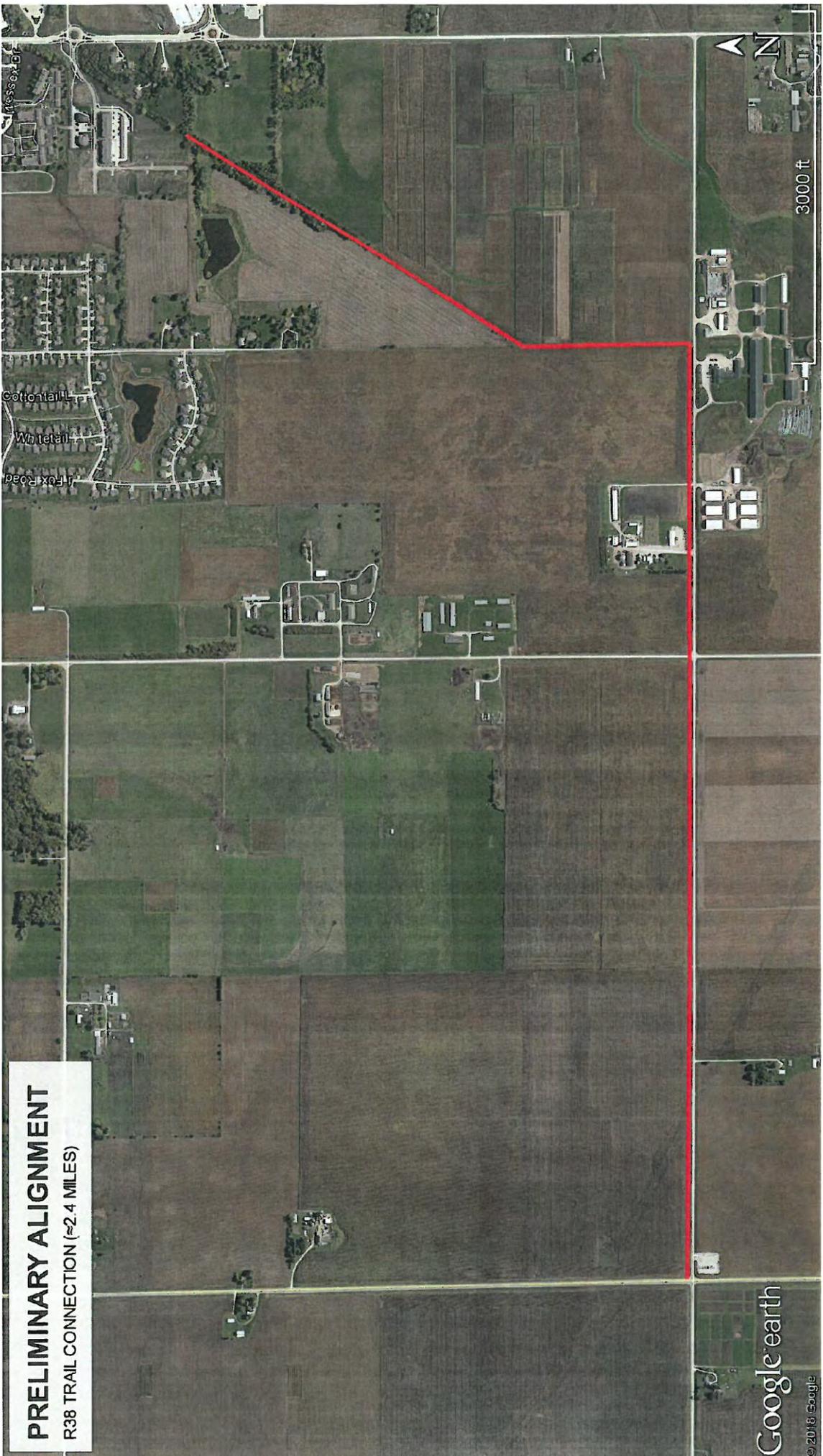
Bond	\$ .30/Sq. Ft.
Mylar	\$ .75/Sq. Ft.
Photogloss	\$ .90/Sq. Ft.
Color Bond	\$ .60/Sq. Ft.
Foam Core Mounting	\$ 13.00

**OUTSIDE SERVICES**

Computer Services	Cost
Aerial Photogrammetry	Cost
Professional Services	Cost
Prints/Plots/Photos	Cost
Deliveries	Cost

**Color Prints:**

Letter Size	\$ 1.00
Legal Size	\$ 2.00



**PRELIMINARY ALIGNMENT**

R38 TRAIL CONNECTION (≈2.4 MILES)

Google earth

© 2018 Google



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

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Memorandum

To: Story County Board of Supervisors

Through: Michael D. Cox, Director

Date: September 18, 2018

Re: Consideration of Amendment to Agreement for Tedesco Environmental Learning Corridor – Bid Package #3 between Shive-Hattery, Inc. and Story County, Iowa for \$83,000

---

The attached amendment secures the services of Shive-Hattery for planning and design of Phase 3 of the Tedesco Environmental Learning Corridor. This phase is construction of the R38 trail connection.

The scope of this amendment includes: land surveying, development of easement documents, utility identification, base mapping, design, permitting, development of bid documents, and coordination of bidding. These changes are within the allocated budget for this project.

The Story County Conservation Board urges your approval.

## Change Order

**PROJECT:** *(Name and address)*  
 Tedesco Environmental Learning Corridor  
 - BP#2 Trail Paving & Park Amenities  
 Ames, IA

**CONTRACT INFORMATION:**  
 Contract For: TELC-BP#2 Trail Paving &  
 Park Amenities  
 Date: April 10, 2018

**CHANGE ORDER INFORMATION:**  
 Change Order Number: 005  
 Date: September 7, 2018

**OWNER:** *(Name and address)*  
 Story County Conservation Board  
 56461 180th Street  
 Ames, IA 50010

**ARCHITECT:** *(Name and address)*  
 Shive-Hattery, Inc.  
 4125 Westown Parkway, Suite 100  
 West Des Moines, IA 50266

**CONTRACTOR:** *(Name and address)*  
 Boulder Contracting, LLC  
 25789 N Avenue  
 Grundy Center, IA 50638

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

- The furniture layout for the shipping container structures has been updated. Locations, lengths, and construction details for the shelves have been revised. **The price increase based on these revisions is \$2,152.26.**
- The paint color selected for the solar charging picnic tables is a premium color, as the standard colors do not match the other fixtures in the area. **This color results in a price increase of \$100.00.**

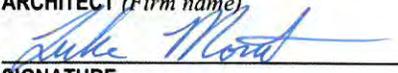
**Contract sum will be increased by \$2,252.26.**

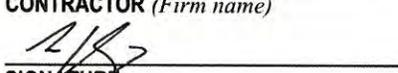
The original Contract Sum was	\$ 1,068,788.00
The net change by previously authorized Change Orders	\$ 111,184.44
The Contract Sum prior to this Change Order was	\$ 1,179,972.44
The Contract Sum will be increased by this Change Order in the amount of	\$ 2,252.26
The new Contract Sum including this Change Order will be	\$ 1,182,224.70

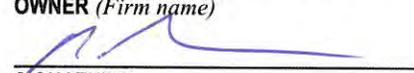
The Contract Time will be unchanged by Zero (0) days.  
 The new date of Substantial Completion will be November 1, 2018

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Shive-Hattery, Inc.  
 ARCHITECT *(Firm name)*  
  
 SIGNATURE  
 Luke Monat, P.E.  
 PRINTED NAME AND TITLE  
 September 7, 2018  
 DATE

Boulder Contracting, LLC  
 CONTRACTOR *(Firm name)*  
  
 SIGNATURE  
 Luke Kouamoe PM.  
 PRINTED NAME AND TITLE  
 9/7/18  
 DATE

Story County Board of Supervisors  
 OWNER *(Firm name)*  
  
 SIGNATURE  
 Rick Sanders  
 PRINTED NAME AND TITLE  
 9-18-18  
 DATE



---

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

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Memorandum

To: Story County Board of Supervisors

From: Michael D. Cox, Director

Date: September 18, 2018

Re: Consideration of Change Order No. 5 between Boulder Contracting, LLC and Story County Conservation Board for the Tedesco Environmental Learning Corridor - Bid Package 2 for \$2,252.26

---

This change order reflects changes requested to provide upgrades to the container furniture and a non-standard paint color on the solar charging picnic tables to match other fixtures in the area. The change order includes the following:

1. Install two shelves and wrap with stainless steel; add steel uprights to the tables for \$2,152.26.
2. Add anodized metal color to the solar charging picnic tables to match other fixtures for \$100.00.

The contract sum will be increased by this change order in the amount of \$2,252.26. This amount is within the allocated budget for this project.

The Story County Conservation Board urges your approval.

## Exhibit A to Professional Services Agreement

### A. Project Description:

This project involves performing field inspection of bridges and culverts under the jurisdiction of the Client:

- 187 bridges or culverts on the NBI with lengths greater than 20 feet (including bridges in Cambridge, Gilbert, Maxwell, Roland, and Zearing)
- 13 NBI bridges listed as fracture critical in SIIMS using FC inspection techniques
- 75 non-NBI bridges or culverts with lengths less than 20 feet

An inspection report will be created and submitted in the Iowa DOT Structure Inventory and Inspection Management System (SIIMS) for each bridge on the National Bridge Inventory (NBI). In addition to SIIMS reports, a supplementary bridge inspection report will be submitted to the Client for NBI and non-NBI bridges.

Load ratings will be completed based on the following assumptions:

- Hours are estimated based on 12 bridges (~5% of total) requiring revised load rating calculations to be performed in accordance with the *Load Rating Evaluation* form.
- Review and update previously completed load rating calculations performed for Group 1 Special Haul Vehicles (SHV) with regard to updates to Iowa Code section 321.436, §9. Hours are estimated based on reviewing 52 load ratings for bridges not previously posted.
- Perform computations and ratings for Group 2 SHV. Hours are estimated based on rating 35 bridges.

This work will be done in accordance with I.M. 7.020 "Bridge Inspections", dated May 18, 2018, by the Iowa DOT Office of Local Systems, the current edition of the "Manual for Bridge Evaluation" by AASHTO (American Association of State Highway Transportation Officials), and the current "Recording and Coding Guide for the Structure Inventory and Appraisal of the Nation's Bridges" by the U.S. Department of Transportation, Federal Highway Administration. WHKS will notify the Client of updates to the listed documents governing bridge inspection requiring extra work for approval and negotiation of the fee prior to completion.

### B. Scope of Services Provided Under This Agreement:

#### 2. **Project Management and Meetings**

- Perform general project administrative duties including supervision and coordination of the project team, review of project costs and billings, prepare invoices using Consultant's standard forms, preparation of status reports, and general administrative activities.
- Hold kick-off meeting with Client to discuss the project and review the scope.
- Advise the Client of the necessity of obtaining Special Engineering Services as described in Paragraph C., and act as the Client's representative in connection with any such services not actually performed by WHKS.
- Attend one (1) meeting for the project



**PROFESSIONAL SERVICES AGREEMENT**

THIS AGREEMENT, by and between Story County, Iowa hereinafter referred to as the "Client" and WHKS & Co., hereinafter referred to as "WHKS", is made as follows:

WHEREAS, the Client has a need for certain professional services relating to the project described as 2019 Bridge Inspection, Rating, and Maintenance Recommendations.

WHEREAS, WHKS proposes to furnish the professional services required by the Client for said project,

NOW THEREFORE, the Client hereby agrees to retain and compensate WHKS to perform the professional services in accordance with the terms and conditions of this Agreement and the attached Standard Terms and Conditions.

**Scope of Services**

WHKS shall perform the following described services for the Client:

**Professional engineering services as described on the attached Scope of Services included in Exhibit A.**

**Basis of Compensation**

For the services described above, the Client shall remunerate WHKS as follows:

**Billed Hourly with a Not-to-Exceed Fee of \$59,900 including Expenses.**

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2018

**Story County, IA**  
By: [Signature]  
Printed Name: Rick Sanders  
Title: Chair BOS

**WHKS & co.**  
By: [Signature]  
Printed Name: Fouad K. Daoud, P.E. & S.E.  
Title: President & CEO

Recommended for approval by:  
[Signature] 9-13-18  
Darren R. Moon, P.E.      Date

**3. Field Work**

- Perform field inspection
- Take member measurements as needed for analysis and ratings.
- Take photographs and sketches of deficiencies associated with a coding of 4 or less on Items 58-61 on the SIA.
- Take road view and side view photographs of new or rehabilitated NBI structures.
- Input condition information for NBI structures into the Iowa DOT Structure Inventory and Inspection Management System (SIIMS). This includes the Local Agency Field Data Collection form, Structure Inventory and Appraisal (SIA) form, Load Rating Evaluation form, and Critical Findings form (as needed).
- Inspections will be Routine, except that In-Depth inspections will be conducted for the following: Client-identified priority bridges, Fracture Critical and fatigue vulnerable bridges, Structurally Deficient bridges, bridges with two or more condition ratings equal to 5 or less, and culverts with a condition rating equal to 5 or less.

**4. Office Work**

- Perform computations and ratings as required by the Load Rating Evaluation form and/or SHV ratings, as required. All new or revised calculations will be uploaded to SIIMS.
- WHKS will not review and recertify previous load rating calculation nor submit a signed Bridge Load Rating Report form for each bridge, except as noted.
- Prepare and submit a Supplementary Bridge Inspection Report (in addition to SIIMS) to Client on the condition of each bridge/culvert and provide recommendations for maintenance and repairs when applicable. The report will be submitted electronically.
- Prepare and submit a bridge information table (summary of FHWA number, type of wearing surface, bridge postings, type, length, width, and sufficiency rating) to Client.
- Update the *Bridge Load Rating Report* form in SIIMS as required. A signed copy of the form for new non-standard bridges and bridges with revised ratings will be provided to the Client.
- Upload photos taken in the field to SIIMS as required. Electronic copies of photos will be provided to the Client.
- Upload plans for new bridges and bridge repairs for projects let after January 1, 2011 designed by WHKS to SIIMS.
- Upload scour evaluation worksheets and plans of action (POAs) into SIIMS as needed for new bridges or bridges that must be re-evaluated due to changed conditions.
- WHKS will not update or upload the following items in SIIMS, except as specifically noted:
  - Bridge plans
  - Channel cross-sections
  - Bridge photographs
  - Rating calculations
  - Scour evaluation worksheets

**5. Schedule**

- Inspection dates and rating codes will be updated in SIIMS within 30 days of field inspection.

- Final approval and submittal of inspection reports and ratings, if required, will be completed in SIMS within 90 days of the completion of field inspections.
- The Supplementary Bridge Inspection Report will be submitted to the Client within 180 days of the last field inspection.

**C. Special Engineering Services:**

Special Engineering Services are those services not listed above, but which may be required or advisable to accomplish the Project. Special Engineering Services shall be performed when authorized by the Client for additional fees, to be determined at the time authorized.

Special Engineering Services include:

1. Quality control testing and construction materials testing
2. Permits other than those identified above
3. Funding assistance, including grant and/or loan applications
4. Floodplain and hydraulic/hydrologic modeling
5. Geotechnical design/recommendations
6. Structural evaluation and/or design (other than listed above)
7. Attendance at additional meetings (other than those listed above)

## STANDARD TERMS AND CONDITIONS FOR PUBLIC SECTOR PROJECTS

### 1. Scope of Services

Client and WHKS have agreed to a list of services WHKS will provide to Client as listed on the Professional Services Agreement Form.

### 2. Governing Law

The laws of the State of Iowa will govern this Agreement, its interpretation and performance. Any litigation arising in any way from this Agreement shall be brought in the courts of that State.

### 3. Standard of Care

Services provided by WHKS under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances and locality.

### 4. Integration

This Agreement comprises the final and complete agreement between Client and WHKS. It supersedes all prior communications, representations, or agreements, whether oral or written, relating to the subject matter of this Agreement. Execution of this Agreement signifies that each party has read the document thoroughly. Amendments to this Agreement shall not be binding unless made in writing and signed by both Client and WHKS.

### 5. Guarantees and Warranties

WHKS shall not be required to sign any documents, no matter by whom requested, that would result in WHKS having to guarantee or warrant the existence of conditions whose existence WHKS cannot ascertain. Client also agrees not to

make resolution of any dispute with WHKS or payment of any amount due to WHKS in any way contingent upon WHKS signing any such guarantee or warranty.

### 6. Indemnification

WHKS agrees, to the extent permitted by law, to indemnify and hold Client harmless from any damage, liability or cost (including reasonable attorney's fees and costs of defense) to the extent caused by WHKS' negligent acts, errors or omissions in the performance of professional services under this Agreement and those of its subconsultants or anyone for whom WHKS is legally liable.

Client agrees, to the extent permitted by law, to indemnify and hold WHKS harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by Client's negligent acts, errors or omissions and those of Client's contractors, subcontractors or consultants or anyone for whom Client is legally liable.

Neither WHKS nor Client shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

### 7. Billing and Payment Provisions

Invoices shall be submitted by WHKS monthly and are due upon presentation and shall be considered PAST DUE if not paid within thirty (30) calendar days of the invoice date.

If payment is not received by WHKS within thirty (30) calendar days of the invoice date, Client shall pay as interest an additional charge of one

and one-quarter percent (1.25%) of the PAST DUE amount per month. Payment thereafter shall first be applied to accrued interest and then to the unpaid principal.

If Client fails to make payments within sixty (60) days from the date of an invoice or otherwise is in breach of this Agreement, WHKS may, at its option, suspend performance of services upon five (5) calendar days' notice to Client. WHKS shall have no liability whatsoever to Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by Client. If Client fails to make payment to WHKS in accordance with the payment terms herein, this shall constitute a material breach of this Agreement and shall be cause for termination by WHKS.

In the event legal action is necessary to enforce the payment provisions of this Agreement, WHKS shall be entitled to collect from Client any judgment or settlement sums due, reasonable attorneys' fees, court costs and expenses incurred by WHKS in connection therewith and, in addition, the reasonable value of WHKS personnel time and expenses spent in connection with such collection action, computed at WHKS current fee schedule and expense policies.

Payment of invoices is in no case subject to unilateral discounting or set-offs by Client, and payment is due regardless of suspension or termination of this Agreement by either party.

### 8. Ownership of Records

All reports, plans, specifications, field data and notes and other

documents, including all documents on electronic media, prepared by WHKS as instruments of service shall remain the property of WHKS.

Client shall be permitted to retain copies, including reproducible copies, of the plans and specifications for information and reference in connection with Client's use of the completed project. The plans and specifications shall not be used by Client or by others on other similar projects except by agreement in writing by WHKS.

#### **9. Delivery of Electronic Files**

In accepting and utilizing any drawings, reports and data on any form of electronic media generated and provided by WHKS, Client covenants and agrees that all such electronic files are instruments of service of WHKS, who shall be deemed the author, and who shall retain all rights under common and statutory laws, and other rights, including copyrights. Client is aware that differences may exist between the electronic files delivered and the respective construction documents due to addenda, change orders or other revisions. In the event of a conflict between the signed construction documents prepared by WHKS and electronic files, the signed construction documents shall govern.

Client and WHKS agree that the electronic files prepared by WHKS shall conform to the current CADD software in use by WHKS or to other mutually agreeable CADD specifications defined in the Agreement. Any changes to the CADD specifications by either Client or WHKS are subject to review and acceptance by the other party. Additional efforts by WHKS made necessary by a change to the CADD specifications or other software shall be compensated for as Additional Services.

The electronic files provided by WHKS to Client are submitted for an acceptance period of 60 days. Any defects Client discovers during this period will be reported to WHKS and will be corrected as part of the Scope

of Services. Correction of defects detected and reported after the acceptance period will be compensated for as Additional Services.

Client agrees not to reuse the electronic files, in whole or in part, for any purpose or project other than the project that is the subject of this Agreement. Client agrees not to transfer the electronic files to others without the prior written consent of WHKS, except as required by law. In addition, Client agrees, to the extent permitted by law, to indemnify and hold WHKS harmless from any damage, liability or cost, including reasonable attorney's fees and costs of defense, arising from any changes made by anyone other than WHKS or from any reuse of the electronic files without the prior written consent of WHKS.

Under no circumstance shall delivery of the electronic files for use by Client be deemed a sale by WHKS and WHKS makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall WHKS be liable for any loss of profit or any consequential damages.

#### **10. Changed Conditions**

Client shall rely on the judgment of WHKS as to the continued adequacy of this agreement in light of occurrences or discoveries that were not originally contemplated by or known to WHKS. Should WHKS call for contract renegotiation, WHKS shall identify the changed conditions necessitating renegotiation and WHKS and Client shall promptly and in good faith enter into renegotiation of this Agreement. If terms cannot be agreed to, the parties agree that either party has the absolute right to terminate this Agreement.

#### **11. Permits and Approvals**

WHKS shall assist Client in applying for those permits and approvals typically required by law for projects similar to the one for which WHKS services are being engaged. This assistance consists of completing

and submitting forms as to the results of certain work included in the Scope of Services.

#### **12. Suspension of Services**

If the project is suspended for more than thirty (30) calendar days in the aggregate, WHKS shall be compensated for services performed and charges incurred prior to receipt of notice to suspend and, upon resumption, an equitable adjustment in fees to accommodate the resulting demobilization and remobilization costs. In addition, there shall be an equitable adjustment in the project schedule based on the delay caused by the suspension. If the project is suspended for more than ninety (90) calendar days in the aggregate, WHKS may, at its option, terminate this Agreement upon giving notice in writing to Client.

#### **13. Termination**

Either Client or WHKS may terminate this Agreement at any time with or without cause upon giving the other party seven (7) calendar days prior written notice. Client shall within thirty (30) calendar days of termination pay WHKS for all services rendered and all costs incurred up to the date of termination, in accordance with the compensation provisions of the Agreement.

#### **14. Unauthorized Changes**

In the event Client, Client's contractors or subcontractors or anyone for whom Client is legally liable makes or permits to be made any changes to any reports, plans, specifications or other contract documents prepared by WHKS without obtaining WHKS' prior written consent, Client shall assume full responsibility for the results of such changes. Therefore, Client agrees to waive any claim against WHKS and to release WHKS from any liability arising directly or indirectly from such changes.

Client also agrees, to the extent permitted by laws, to indemnify and hold WHKS harmless from any

damage, liability or cost, including reasonable attorneys' fees and costs of defense, arising from such changes.

#### **15. Jobsite Safety**

Neither the professional activities of WHKS nor the presence of WHKS or its employees and subconsultants at a construction site, shall relieve the General Contractor and any other entity of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the construction work in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. WHKS and its personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions.

#### **16. Additional Services**

Services which are requested by Client or are required as part of the Project, but are not included in the Scope of Services, are considered Additional Services.

WHKS will notify Client in writing when Additional Services will be needed. WHKS and Client will agree on the extent of the Additional Service(s) required and will agree on the method and amount of the compensation for performance of said agreed upon Additional Services.

WHKS will not perform Additional Services which will result in additional cost to Client without documented verbal or written authority of Client.

In the event WHKS is requested or required to participate in any dispute resolution procedure which involves any aspect of the Project, Client agrees to compensate WHKS for the reasonable value of WHKS' personnel time and expenses spent

in connection with such procedures computed at WHKS' then current fee schedule and expense policies.

#### **17. Dispute Resolution**

In an effort to resolve any conflicts that arise, Client and WHKS agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

#### **18. Third Party Beneficiaries**

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either Client or WHKS. WHKS' services under this Agreement are being performed solely for Client's benefit, and no other entity shall have any claim against WHKS because of this Agreement or the performance or nonperformance of services hereunder.

#### **19. Extension of Protection**

Client agrees to extend any and all liability limitations and indemnifications provided by Client to WHKS to those individuals and entities WHKS retains for performance of the services under this Agreement, including but not limited to WHKS officers and employees and their heirs and assigns, as well as WHKS subconsultants and their officers, employees, heirs and assigns.

#### **20. Timeliness of Performance**

WHKS will perform the services described in the Scope of Services with due and reasonable diligence consistent with sound professional practices.

#### **21. Delays**

WHKS is not responsible for delays caused by factors beyond WHKS' reasonable control, including but not limited to delays because of strikes, lockouts, work slowdowns or stoppages, accidents, acts of God, failure of any governmental or other

regulatory authority to act in a timely manner, failure of Client to furnish timely information or approve or disapprove of WHKS' services or work product promptly, or delays caused by faulty performance by Client or by contractors of any level. When such delays beyond WHKS' reasonable control occur, Client agrees WHKS is not responsible for damages, nor shall WHKS be deemed to be in default of this Agreement.

#### **22. Right to Retain Subconsultants**

WHKS may use the services of subconsultants when, in the sole opinion of WHKS, it is appropriate and customary to do so. Such persons and entities include, but are not limited to, aerial mapping specialists, geotechnical consultants and testing laboratories. WHKS' use of other consultants for additional services shall not be unreasonably restricted by Client provided WHKS notifies Client in advance.

#### **23. Assignment**

Neither party to this Agreement shall transfer, sublet or assign any rights under or interest in this Agreement (including but not limited to monies that are due or monies that may be due) without the prior written consent of the other party.

#### **24. Severability and Survival**

Any provision of this Agreement later held to be unenforceable for any reasons shall be deemed void, and all remaining provisions shall continue in full force and effect.

#### **25. Hazardous Materials**

It is acknowledged by both parties that WHKS' Scope of Services does not include any services related to asbestos or hazardous or toxic materials. In the event WHKS or any other party encounters asbestos or hazardous or toxic materials at the jobsite, or should it become known in any way that such materials may be present at the jobsite or any adjacent areas that may affect the performance of WHKS services,

WHKS may, at its option and without liability for consequential or any other damages, suspend performance of services on the project until Client retains appropriate specialist consultants(s) or contractor(s) to identify, abate and/or remove the asbestos or hazardous or toxic materials, and warrant that the jobsite is in full compliance with applicable laws and regulations.

#### **26. Joint Participation**

The parties have participated jointly in the negotiation and preparation of all agreements between the parties. Each party has had an opportunity to obtain the advice of legal counsel and to review and comment upon this instrument. Accordingly, no rule of construction shall apply against any party or in favor of any party. This instrument shall be construed as if the parties jointly prepared it and any uncertainty or ambiguity shall not be interpreted against one party and in favor of another.

#### **27. Record Documents**

If required in the Professional Services Agreement, WHKS shall, upon completion of the Work, compile for and deliver to the Client a reproducible set of Record Documents that are based upon the marked-up record drawings, addenda, change orders and other data furnished by the Contractor or other third parties. These Record Documents may show certain significant changes from the original design made during construction. Because these Record Documents are based on unverified information provided by other parties, which the Consultant is entitled to assume as reliable, the Consultant does not warrant their accuracy.

Revised 02/23/07

Revised: 04/29/09



**softcode™**

a tyler courts & justice solution

## Proposal

COURTS AND JUSTICE SOLUTIONS

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*Presented to:* **Story County Sheriff's Department**  
**Nevada, IA**  
**Paper Type Report (CRM 6232644)**

*Proposal Date:* August 30, 2018

*Submitted by:* Jake Ross  
TYLER TECHNOLOGIES, INC.  
COURTS & JUSTICE SOLUTIONS  
62 Forest St.  
Suite 130  
Marlborough, MA 01752  
774-348-3000  
Liz.Magoun@tylertech.com

# Investment Summary

Story County Sheriff's Department Proposal  
 Custom Report Request: Paper Type Report (CRM 6232644)



## Cost Breakdown

Proposal Valid for 180 Days

Software License Fees		Cost	Annual M&S	
			Initial Year	2nd Year
CivilServe, includes:		\$0	\$0	\$0
CivilView (Attorney Portal)				
SalesWeb (Sheriff's Sales Portal)				
CivilMobile Server				
CivilMobile Client License		\$0	\$0	\$0
<b>License Fees</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Services		Hours	Cost	
Project Services		0.00	\$0	
Technical Services		4.00	\$728	
Implementation Services		0.40	\$73	
<b>Services</b>		<b>4.40</b>	<b>\$801</b>	
<b>Project Total</b>			<b>\$801</b>	

# Professional Services

Story County Sheriff's Department Proposal  
 Custom Report Request, Paper Type Report (CRM 5232644)



## Project Services by Activity

Proposal Valid for 180 Days

Project Services	Months	PM Dedication	Hours	Rate/Hour	Cost
Project Management		0%	0.00	204.00	\$0.00
<b>Volusia CSS64 Invoice and Report.xls attached to CRM #4985673</b>			<b>0.00</b>		<b>\$0.00</b>

Technical Services	Days	Hours	Rate	Cost
Data Conversion	n/a	n/a	n/a	n/a
Personalization & Report Customization	0.50	4.00	182.00	\$728.00
County specific Modifications	0.00	0.00	182.00	\$0.00
Interfaces	0.00	0.00	182.00	\$0.00
<b>Subtotal - Technical Services</b>		<b>4.00</b>		<b>\$728.00</b>

Implementation Services	Days	Hours	Rate	Cost
Site Visit (includes Travel Expenses)	0.00	n/a	2,380.00	\$0.00
Business Analysis and Process Planning	0.00	0.00	204.00	\$0.00
Configuration & Deployment	0.05	0.40	182.00	\$72.80
Training (includes Travel Expenses)	0.00	n/a	1,875.00	\$0.00
Follow-up Training	0.00	n/a	1,875.00	\$0.00
<b>Subtotal - Implementation Services</b>		<b>0.40</b>		<b>\$72.80</b>

Total Services	Hours	Services Cost
	4.40	\$800.80

Agreed to and accepted by:

Tyler Technologies

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

Jake Ross

Approved Date: \_\_\_\_\_

Story County Sheriff's Department

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

Approved Date: 9-18-13

## Assumptions and Notes

Story County Sheriff's Department Proposal  
Custom Report Request: Paper Type Report (CRM 6232644)



### Project Assumptions

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Proposal Valid for 180 Days

#### Project Scope

Story County created a custom crystal report called "USE2018 Monthly Export-Papertype-actionadded.rpt" that is attached to CRM 6232644. SoftCode will development this as a new report and support this report going forward.

### Implementation Assumptions

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#### Configuration, Training, and Go-Live Assistance

This report will be delivered to Story County Sheriff's Department's production database for end user testing. Once the report has been approved any changes may be subject to additional costs.

### Terms

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- Professional Services will be invoiced based on the following milestones:

Delivery of new report to Story's production environment.	100%
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**Interoffice**  
**MEMORANDUM**

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**Story County Sheriff's Office**

**To:** Sheriff Paul Fitzgerald

**From:** LT Leanna Ellis

**Date:** September 12, 2018

**Re:** New vehicle purchase

\*\*\*\*\*

On August 22, 2018, I sent new car bid requests to nine dealers (four local and five out of county with state bids). The bid request was for six police package Sport Utility Vehicles (SUV's) and one pickup truck. Six newly purchased vehicles will be used as marked patrol units and the pickup truck is to replace our 2008 Chevy Silverado special purpose vehicle.

Three dealers: Stiver's Ford, Ames Ford Lincoln, and Stew Hansen Dodge provided bids prior to the deadline that was scheduled for September 12, 2018. The dealer with the overall lowest bid, considering trade-in value, was Ames Ford Lincoln.

I have attached the lists of required specifications for both the marked and unmarked units and a summary of the bids. I am recommending the following options be added when we order the vehicles:

1. Police Engine Idle on five of the patrol units. This allows deputies to keep their vehicles running for temperature control and battery life without leaving keys in the ignition, lowering the risk of theft. The sixth unit is a supervisor unit, which we are recommending a different solution within the upfit with Keltek, as it is parked more regularly during shift.
2. Keyed alike - allows for simple resolutions for getting locked out of or shifting/accessing vehicles.
3. Reverse sensors, blindspot monitoring, and side mirror defoggers -visibility around the vehicle decreases with added equipment such as gun racks and cages as well as operation in inclement weather and low light (officer and public safety).
4. The Eco Boost engine on the marked patrol vehicles - provides faster acceleration of the Ford Utility but maintains the same top speed. Faster acceleration will allow Deputies to decrease the time and distance it takes to get to traffic speed on the highways and/or close the distance on an offender. This ultimately enhances safety for the deputy as well as the public.
5. Driver's side ballistic door panels on the marked patrol units - ballistic door panels will provide additional cover (rated Level III) for deputies on traffic stops and calls for service. Because we generally operate as single deputy units, I am only asking that the driver's side be equipped with the panel.
6. Soft rollup bed cover on the pickup truck – for the ability to secure property and equipment.
7. Chrome bumper and bed liner - to extend the life and value of the pickup.

Story County has \$210,000 budgeted for seven vehicles, all within the rural fund (635-10). It was expected that all seven vehicles would be marked patrol units; however, because one of the vehicles in the FY19 rotation was totaled and replaced through other means, our office is seeking to replace a ten-year-old pickup that is starting to have mechanical problems as well as rust. Although all funds were budgeted within the rural fund, the truck would be considered a general fund vehicle.

Ordering the seven vehicles as recommended would cost the county **\$175,825.56**, which is \$34,174.44 less than the budgeted dollar amount. Please note: Ford is expected to stop production on the 2019 Interceptors and begin production of the 2020 model within this month. In order to save increased pricing and ensure equipment such as cages and consoles change over to the new vehicles, it is pertinent that we get them ordered immediately.

While obtaining FY19 vehicle purchase bids, I also requested quotes for the 2019 changeover costs on these seven vehicles. Story County budgeted \$56,000 in the general fund to cover the costs of equipment and up-fit. The initial quotes for changeovers total **\$66,761.20**, which is \$10,761.20 over budget. This is not a final figure, but a close estimate. Due to the age and life expectancy of equipment, we need to replace five siren controllers and a light bar, which accounts for approximately \$7,000 of the overages. We also need to add rear light bars to ensure adequate visibility on four of our patrol vehicles. This accounts for another \$4,000. I have an itemized break down of expected expenses available for each of the vehicles if you would like to review them further.

Upon your approval, we can place these items on the agenda for the Board of Supervisors' meeting to be held on Tuesday, September 18, 2018. I plan to attend that meeting in order to answer any questions that the Board may have.

Thank you for your time and consideration in this matter. Please advise if you have any questions.

**APPROVED**      **DENIED**

Board Member Initials: RS

Meeting Date: 9-18-18

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

\_\_\_\_\_

\_\_\_\_\_

Ames Ford Lincoln	Additional options	Truck	
2019 Ford Utility Police Intrereceptor (marked units)	5 Police Engine Idle 6 Keyed alike 6 Reverse sensing 6 Blind spot monitoring (BLIS)	\$260.00 \$50.00 \$275.00 \$545.00	\$1,300.00 \$300.00 \$1,650.00 \$3,270.00
2019 Ford F250 Pickup	1 Blind spot monitoring 7 Side mirror defogger 6 EcoBoost 6 Ballistic door panel 1 Soft rollup bed cover 1 Chrome bumper 1 Bed liner 1 LED Spotlight	\$540.00 \$0.00 \$3,295.00 \$1,585.00 \$499.00 \$0.00 \$475.00 N/A	\$540.00 \$0.00 \$19,770.00 \$9,510.00 \$499.00 \$0.00 \$475.00
	<b>Subtotal</b>		
	Less Trade-in Allowance (\$63,000.00)		
	<b>TOTAL</b>		
Truck only (\$29867.72 - \$15,000 = \$14,867.72) LED spotlight unavailable, can have installed at Keltek for approximately \$475.20 plus labor			
	<b>GRAND TOTAL</b>		<b>\$37,314.00</b>
<b>Stivers Ford</b>			
2019 Ford Utility Police Intrereceptor (marked units)	5 Police Engine Idle 6 Keyed alike 6 Reverse sensing 6 Blind spot monitoring (BLIS)	\$250.00 \$50.00 \$275.00 \$500.00	\$1,250.00 \$300.00 \$1,650.00 \$3,000.00
2019 Ford F250 Pickup	1 Blind spot monitoring 7 Side mirror defogger 6 EcoBoost 6 Ballistic door panel 1 Soft rollup bed cover 1 Chrome bumper 1 Bed liner 1 LED Spotlight	\$500.00 \$0.00 \$3,150.00 \$1,585.00 \$450.00 \$200.00 \$400.00 \$600.00	\$500.00 \$0.00 \$18,900.00 \$9,510.00 \$450.00 \$200.00 \$400.00 \$600.00
	<b>Subtotal</b>		
	Less Trade-in Allowance (\$56,500.00)		
	<b>TOTAL</b>		
Truck only (\$30,279 - \$14,000 = \$16,279)			
	<b>GRAND TOTAL</b>		<b>\$36,760.00</b>
<b>Stew Hansen</b>			
2019 Dodge Durango Pursuit	5 Police Engine Idle 0 Keyed alike 6 Reverse sensing 6 Blind spot monitoring	\$0.00 N/A \$0.00 \$352.00	\$0.00 \$0.00 \$0.00 \$2,112.00
2018 Ram 2500 Tradesman	1 Blind spot monitoring 7 Side mirror defogger 6 EcoBoost Ballistic door panel 1 Soft rollup bed cover 1 Chrome bumper 1 Bed liner 1 LED Spotlight	\$0.00 \$0.00 \$2,666.00 N/A \$495.00 \$895.00 \$495.00 \$595.00	\$0.00 \$0.00 \$15,996.00 \$0.00 \$495.00 \$895.00 \$495.00 \$595.00
SUV Units do meet meet required specifications to include column mounted shift handle and the predrilled lights. This would significantly increase changeover costs.			
	<b>Subtotal</b>		
	Less Trade-in Allowance (\$58,000.00)		
	<b>TOTAL</b>		
Truck Only (\$30,399 - \$15,000 = \$15,399) Blind spot monitoring unavailable, unknown what additional equipment will not transfer upon changeover.			
	<b>GRAND TOTAL</b>		<b>\$20,588.00</b>

Closure No. 19-12

Date 9/11/2018

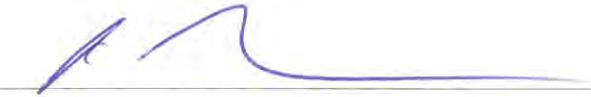
## Resolution

### BE IT RESOLVED

by the Board of Supervisors of Story County, Iowa, to approve the road closure(s) for the purpose of Road work in Indian Ceek Twp. Sec. 12 on 295th St. between 675 Ave. and 680th Ave.

Motion by: Olson Seconded by: Chitty

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

## STORY COUNTY UTILITY PERMIT

Date 9/11/18

To the Board of Supervisors, Story County, Iowa:

The INTERSTATE POWER & LIGHT Company, incorporated under the laws of Iowa, with its principal place of business at 1284 XE PL-AMES, IA 50014, 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 ELECTRIC PRIMARY on secondary route 690TH AVE, from NORTH OF 10196 690TH AVE to 2 SPANS, a distance of 18' ~~miles~~.

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:

INSTALL 2 40' CLASS 3 POLES IN LINE WITH EXISTING 3 PHASE LINE. INSTALL A REG BANK ON POLES TO FIX VOLTAGE ISSUES FOR CUSTOMERS NORTH OF WIND TURBINE.

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 09-06-18

INTERSTATE POWER & LIGHT COMPANY

Name of Company (Applicant - Permittee)

Tom Seiler 515-382-1604  
by Phone no.

Recommended for Approval:

Date 9-10-18

Doreen Miller 515-382-7355  
County Engineer Phone no.

Approved:

Date 9-18-18

[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.



**NEW 3 PHASE REG BANK INSTALL**



## STORY COUNTY UTILITY PERMIT

Date 9/12/18

To the Board of Supervisors, Story County, Iowa:

The INTERSTATE POWER & LIGHT Company, incorporated under the laws of authorize to do business within the State of Iowa, with its principal place of business at 1284 XE PL-AMES, IA 50014, 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 ELECTRIC SERVICE on secondary route 600TH AVE, from 24482 to 24477, a distance of 70' miles.

**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:

BORE UNDER 600TH AVE AND INSTALL 2" CONDUIT WITH 4/0 TRIPLEX 120/240 VOLT

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.

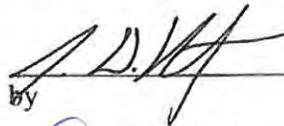
The crossing of the cable line from one side of the highway to the other shall be accomplished at a near right angle rather than diagonally so as to disturb the roadbed of the traveled way as little as possible.

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 9/12/18

INTERSTATE POWER & LIGHT COMPANY

Name of Company (Applicant - Permittee)

by 

515-268-3470  
Phone no.

Recommended for Approval:

Date 9-12-18

  
County Engineer

515-382-7355  
Phone no.

Approved:

Date 9-18-18

  
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.



NEW UNDERGROUND FOR 24477 600TH AVE  
NEVADA, IA 50201







Communication Device:

Our Story, a quarterly insert into the local newspaper, The Sun.

Purpose (also dictates content):

To inform public about the County of Story County budget & finances, operations, ordinance changes, policies, programs, services and awards & special honors.

Funding:

General Fund of Story County (property taxes)

Format:

General purpose/newsletter presented as a mixture of text, photographs, & graphics.

Hierarchy of Content (journalism concept based on availability of column inches)

- i) Occurs within the publication period (aka shelf life)
  - (a) Critical function updates (**Auditor's reminder what to bring to polls**)
  - (b) Programming, location, legal changes that will occur (**VA Supermarket with location change**)
  - (c) Events/deadlines (**Snowmobiles – Recorder**) (**TELC if trail open and celebration planned for Nov or Dec.**)
  - (d) Upcoming Major milestones (**Recorder & Auditor getting indexing software.**)
  - (e) Timely Evergreens (**Emergency Management presentations, LEPC and business partnerships. COOP-COG exercises, Marshalltown tie-ins.**)
- ii) Occurred during previous publication period
  - (a) Critical function updates (**280<sup>th</sup> Street Bridge cost-effective repair & weight reminder.**)
  - (b) Programming, location, legal changes that have occurred (**SCEDG Overview if we have sent the basic disbursements to the communities.**)
  - (c) Major milestones achieved.
  - (d) Recap of events, activities if not previewed or updated in previous publication. (**Purchase of sheriff's vehicles - 7, article on rotation. Promotions in county attorney's office**)
  - (e) Evergreens not appearing for at least for several previous editions.
- iii) Layout balance
  - (a) Photos (**Partners Fall Festival. Blood drive results.**)
  - (b) Briefs
- iv) Fillers

More discussion needed – **Demographics/info from Ames Smart.....Booklet**. Not County of Story County work product. Is data from last Labor Shed paid for by county, some cities and SCEDG?
- v) Scratches or Holds
  - Scratch – **Economic Development Announcements**. Not County of Story County projects or funded with county tax dollars.
  - Hold - **Animal Control remodel Open House. Won't be done until early next year.**)
  - Scratch – **Home Base Iowa Programming** (Appeared in ???? edition, no changes since.)

Hold – **Façade Grant Program**. The recent new award to Collins and amended award to Zearing will play better and more prominent with photos of the completed work, especially since both projects are different than the usual business front and new sign.

BOS Presentation  
September 18, 2018

**Response**

During our last report, Story County Emergency Management Agency (EMA) was in the process of assisting jurisdictions impacted by heavy rains on June 14<sup>th</sup>. Story County experienced a second significant rainfall event on June 30 causing additional flash flood damage in the Maxwell, Collins, and southern Story County. Emergency Management coordinated damage assessments with local jurisdictions, the Iowa Homeland Security and Emergency Management Department (HSEMD), and the Federal Emergency Management Agency (FEMA) for both events. The assessment identified just over \$542,000 damages in Story County of which \$200,000 were experienced by Story County Conservation and Secondary Roads. These damages and others documented across Iowa helped substantiate the need for a Presidential Disaster Declaration. As a result, a Presidential Disaster Declaration for Public Assistance, DR-4386, was issued on August 20<sup>th</sup> which included Story County.

DR-4386 did not include activation of FEMA individual (household) assistance. However, Story County Emergency Management requested activation of the Iowa Individual Assistance program and the Governor's Disaster Proclamation initiated this assistance. This program provides disaster case management to anyone who request it and grants for disaster related needs for individuals or families whose income is at or below 200% of the poverty level. Mid Iowa Community Action (MICA) administers the program in Story County and thirteen families applied for assistance. All thirteen applicants received disaster case management and nine families received grant funds.

On August 16<sup>th</sup>, elements of the STAR 1 search and rescue team assisted authorities in southern Iowa with a search for a missing individual and on September 4, the Altoona Police Department requested assistance from the STAR 1 to locate a second missing person. We would like to highlight that our very modest STAR 1 team has provided 25 years of service responding to well over 100 missing person cases in Story County and across Iowa, coordinating search management with local, state, and federal partners. Unfortunately, there are many recent cases here in Iowa that highlight the value of having nationally trained, local volunteers who can quickly provide skilled search management. Rapidly establishing well-organized search procedures increases the likelihood of quickly resolving missing persons situations and we are fortunate to have resources to do this in our county.

**Planning**

Chris Mondak, a volunteer with Emergency Management, is working with Story County and Ames Animal Control and Iowa State University to develop an emergency pet sheltering plan. Quickly establishing pet shelters during a disaster is a key factor to getting individuals to evacuate from threatened areas. The pet sheltering process is complex, requiring personnel with special skill and resources and through advanced planning Emergency Management looks

to have an efficient and scalable response. Through this capability, we look to enhance the safety of not only pets, but also their owners. Story County Emergency Management appreciates the involvement of both the Ames and Story County Animal Shelters in this planning effort, as they will be critical to the success of a set sheltering plan.

Inputs by Story County and other jurisdictions have been collected for the revision to the Story County Multi-jurisdictional Hazard Mitigation Plan. The contractor will be producing a draft document to be reviewed by all jurisdictions and the public. Once that is completed, the plan will be sent to the State and FEMA for review. If there are no changes to the plan, the Board of Supervisors will be requested approve and adopt the plan in May 2019, with other participating jurisdictions following.

Coordinator Morgan and Safeguard Iowa met with the Ames Economic Development Commission (AEDC) and Ames Chamber of Commerce to advocate for developing a business disaster response and recovery network across Story County. This initiative looks to grow disaster resilience, enhance communications during disasters, and increase our ability to integrate business resources into disaster response. The impacts of the tornadoes on the Lennox Corporation and Vermeer should highlight the importance of business disaster preparedness.

### **Training & Exercise**

Coordinator Morgan and Deputy Spencer graduated from the FEMA Basic Academy on August 16<sup>th</sup>. This intensive program involved four weeks of academics, spread over four months. The training will improve Story County Emergency Management's skills across a wide range of subjects from the science of disasters to strategic planning. Morgan was also integral in coordinating with Iowa HSEMD, Des Moines Area Community College (DMACC) and FEMA to bring the course to Iowa.

A key task for Emergency Operation Center (EOC) staff is to find resources for an incident commander, while trying to minimize the financial impact of the disaster response on the community. August EOC training focused on the use of the Iowa Mutual Aid Assistance Compact (IMAC) process to facilitate the lending of resources between local jurisdictions. The benefit of the IMAC process is it produces a contract like document for jurisdictions providing and receiving assets during a response. They are also recognized by FEMA as documentation of cost for the reimbursement process.

In August, Deputy Spencer conducted a drill to test backup EOC capabilities at ISU Environmental Health and Safety in Ames. The drill evaluated the time it would take to set up the laptop computers and connectivity to the ISU internet system. The results of the drill will be used to refine operational procedures. The partnership with ISU allows emergency management operations to continue if the primary EOC is compromised during a disaster.

On June 20 and August 29, EMA staff facilitated scenario-based workshops with Story County staff to evaluate the effectiveness of Story County Continuity of Operations (COOP)/Continuity of Government (COG) plan. Workshop participants discussed how they would implement actions specified in the COOP/COG plan immediately after a power outage and 2-3 hours later when power is not restored. As expected, the workshop identified areas for improvement for the COOP/COG plan that should generate recommended changes to this plan. It will be important for Story County to develop these recommended changes as soon as possible so they can be tested during the final workshop/exercise in November. It is worth noting that Story County's, and in particular Leanne Harter's, hard work on COOP/COG is the benchmark for the Iowa State Association of Counties (ISAC) who has a link to Story County COOP/COG templates on their website. This link has also been pushed out to the emergency management community to help other counties improve their resilience.

### **Operations**

The damage reporting process, whether the damage is to county infrastructure, individual residences, or businesses, is critical to establishing priorities during a response. It is also an essential part of applying for and receiving State and Federal assistance for recovery. Iowa HSEMD launched an online reporting tool that has proven very valuable to gathering damage information and enhancing situational awareness across the county. We will be working with Story County and other jurisdictions to integrate this reporting tool into the damage assessment process.

The Story County Emergency Management Commission utilized funds donated by the Dakota Access Pipeline to purchase a command and communications trailer from the Winneshiek County Emergency Management Agency. The trailer will provide any Story County jurisdictions extensive on-site command and communications capabilities during a disaster. The Story County Amateur Radio Emergency Service (ARES) is evaluating the trailer's current communications capabilities and will be suggesting potential improvements. Ames and Story County communications commanders have also viewed the trailer to also recommend capabilities enhancements.

RAGBRAI went well overall and the Incident Action Planning (IAP) process proved to be a good coordination tool for the 21 separate agencies involved. We encourage all jurisdictions utilize this process for bigger events so their first responders develop the "muscle memory" to be able to implement this command and control tool during disaster response and recovery efforts.

On July 3 & 4, the Deputy Coordinator and Coordinator deployed to Polk County to support their response to flash floods. The Deputy was the liaison between the Polk County EOC and the Disaster Recovery Center (DRC), and helped to collate damage reports. The Coordinator assisted with development of damage assessment and volunteer response strategies. Observations and after action items are already being applied to Story County EOC operations. The two most important lessons learned from this event are:

First, having a well-trained EOC staff who can establish command and control operations quickly is critical to stabilizing a rapidly unfolding event. We would like to thank the Board of Supervisors, elected officials, and department heads for releasing their staff for EOC training. Second, Emergency Management must work with jurisdictions to improve our ability to gather damage assessment information, manage volunteers, and manage debris management. This will be especially important if multiple communities are impacted by the event.

Supervisor Sanders and Coordinator Morgan were scheduled to provide a presentation on emergency management and jurisdictional executive relations to the Emergency Management, Supervisors, Auditors affiliates at the ISAC Conference. Morgan was not able to attend due to meeting on disaster recovery associated with the recent Presidential Disaster Declaration. Supervisor Sanders quickly adapted provided a well-received briefing advocating strong relationships between emergency management and county officials. Story County Emergency Management and the Iowa Emergency Management Association would like to thank Supervisor Sanders for his efforts to build stronger disaster response networks that will make Iowans safer.

Coordinator Morgan and Supervisor Chitty met with a Marshall County Supervisor approximately two weeks after Marshalltown was struck by a tornado that damaged the county courthouse. The objective of the meeting was to capture as much information as possible on how Marshall County responded to the disruption to their operations so it can be used to improve Story County COOP/COG plans. Supervisor Chitty is arranging a return visit to look at their long-term recovery efforts.

### **Way ahead**

Story County is hosting Incident Command Training (ICS) 300 training September 18 and 19 in Nevada. Coordinator Morgan is co-teaching the course with Iowa HSEMD staff.

During the last legislative session Iowa Code 280.30 was modified to call for school to create and test high quality emergency plans for all buildings in the district. The Coordinator and Deputy Coordinator will be attending informational meeting and working with schools to develop the mandated plans. This is a very important issue as developing comprehensive schools emergency response plans are a very complex requiring the participation of not just the schools, but also all the first response agencies and community officials.

The Iowa Jeep Club has strong membership in Story County and is involved with the Coalition for Disaster Recovery. One mission they have embraced is towing the EMA mass care trailer. Local members have also stepped up and offered to assist in repairing and making the pump trailer in Story City road worthy. This is another example of how volunteer groups can assist emergency management increase local capabilities by volunteering their time. We thank them for their willingness to step up and assist.

EMA staff will be facilitating the final COOP/COG workshop on November 20.