

The Board of Supervisors met on 6/25/19 at 10:00 a.m. in the Story County Administration Building. Members present: Linda Murken, Lauris Olson, and Lisa Heddens, with Murken presiding. (all audio of meetings available at [storycountyia.gov](http://storycountyia.gov))

**ADOPTION OF AGENDA:** Olson moved, Heddens seconded the approval of the agenda. Roll call vote. (MCU)  
**APPOINTMENT OF SUPERVISORS AS REPRESENTATIVE FOR THE REMAINDER OF CALENDAR YEAR 2019** – Murken reported on background information. Olson moved, Heddens seconded the approval of the Appointment of Supervisors as Representative for the Remainder of Calendar Year 2019. Motion carried unanimously (MCU) on a roll call vote.

**ACKNOWLEDGE AND RECEIPT OF BIDS FOR THE SALE OF BONDS FOR \$3,000,000.00 FOR STORYCOMM** – Ted Rasmusson, Treasurer, reported background; the bid was sent to 11 banks in Story County. One bank responded, First National Bank, with an interest rate of 3.95%. Discussion took place. Lisa Markley, Assistant Auditor, reported the term of the bond was based on the expected life expectancy of the equipment, and is best for Story County. Olson moved, Heddens seconded Acknowledgment and Receipt of Bids for the Sale of Bonds at 3.95% interest for \$3,000,000.00 for StoryComm. Roll call vote. (MCU)

**YOUTH AND SHELTER SERVICES (YSS) ANNUAL REPORT** – Andrew Allen, President and Chief Executive Officer, reported on programs, strategic planning, finances, and issues. YSS staff provided additional detail on several programs.

**EMERGENCY MANAGEMENT REPORT** – Keith Morgan, Coordinator, reported on planning, communication, severe weather, drills, outreach, training exercises, equipment, and upcoming items.

**MINUTES:** 6/11/19 and 6/18/19 Minutes – Olson moved, Heddens seconded the approval of Minutes as presented. Roll call vote. (MCU)

**PERSONNEL ACTIONS:** 1) pay adjustment, effective 6/23/19, in a) Conservation for Emily Lemons @ \$11.50/hr; b) IRVM for Allison Stegmann @ \$12.00/hr. Heddens moved, Olson seconded the approval of Personnel Actions as listed. Motion carried unanimously (MCU) on a roll call vote.

**CLAIMS:** 6/27/19 Claims of \$1,753,214.80 (run date 6/28/19, 42 pages, on file in the Auditor's Office) and authorize the Auditor to issue checks in payments of these claims and payment requests from Central Iowa Drug Task Force (\$289.15), BooSt School Ready Services (\$13,564.84), Emergency Management (\$6,331.84), E911 surcharge (\$4,062.29), County Assessor (\$10,664.30), Ames City Assessor (\$34,369.88). Heddens moved, Olson seconded the approval of Claims as listed. Roll call vote. (MCU)

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

1. Certificate of Appointment to be a Civil Process Server, effective 6/13/19, for the following detention officers: BriAnna Hardy, Nathaniel Belvo, Vanessa Borwick, Michael Wittrock, Rameal Cooper
2. Resolution #19-130, Family Farm Exemption Allow/Disallows for Assessment Year 2018
3. Purchase between dotgov.gov and Information Technology of domain name, effective 7/14/19-7/13/20, for \$400.00; per policy, purchase made via County credit card
4. Iowa Communities Assurance Pool (ICAP) Renewal Application, effective 7/1/19-6/30/20, for \$244,324.44
5. Purchase Order for three new trucks from O'Halloran International for \$578,618.00 (FY20 Budget)
6. 28E Agreements between Animal Control and the following cities: Cambridge, Maxwell, Roland, Zearing, effective upon signature through 6/30/20
7. Change Order for Animal Shelter Remodel for \$14,500.00
8. Courthouse Security Plan
9. Substantial Completion of Animal Shelter remodel
10. Road Closure Resolution: # 19-55
11. Utility Permits: #19-63, 19-64

Roll call vote. (MCU)

**SECOND CONSIDERATION OF ORDINANCE NO. 283, AMENDING CERTAIN BOUNDARIES OF THE OFFICIAL ZONING MAP OF STORY COUNTY – WESTWOOD CENTER PARTNERS LC** – Amelia Schoeneman, County Planner, reviewed background information, stated no additional comments were received, and recommended waiving the third and final reading. Murken opened the public hearing at 11:14 a.m., and, hearing none, she closed the public hearing at 11:14 a.m. Heddens moved, Olson seconded the approval of the Second Consideration of Ordinance No. 283, Amending Certain Boundaries of the Official Zoning Map of Story County as presented and Waive Third and Final Reading. Roll call vote. (MCU)

**INSURANCE REVIEW AND INCREASE IN PROPERTY DEDUCTIBLE TO \$50,000.00, EFFECTIVE 7/1/19** – Steve Goodhue, President and Owner, Knapp Tedesco Insurance, reported on types of claims and rate trends. Andrew Ricklefs, Commercial Account Executive, reported on coverage, limits, deductibles, and quotes. Goodhue provided a premium summary, and offered flood insurance. Olson moved, Heddens seconded approval to Increase Property Deductible to \$50,000.00 staying with the Iowa Communities Assurance Pool (ICAP) and adding \$2,000.00 flood insurance for a total premium of \$401,431.00. Roll call vote. (MCU)

**RESOLUTION #19-131, FY20 APPROPRIATION RESOLUTION** – Lisa Markley, Assistant Auditor, reported on FY20 budget; the Board needs to appropriate budgeted dollars. Heddens moved, Olson seconded the approval of Resolution #19-131, FY20 Appropriation Resolution. Roll call vote. (MCU)

**RESOLUTION #19-132, FY20 INTERFUND OPERATING TRANSFER RESOLUTION** – Lisa Markley, Assistant Auditor, reported on transfers per *Code of Iowa*. Discussion took place. Olson moved, Heddens seconded the approval of Resolution #19-132, FY20 Inter-fund Operating Transfer Resolution as presented. Roll call vote. (MCU)

**REVISED OPEN RECORDS POLICY AND PROCEDURES TO CHANGE THE COUNTY PUBLIC REQUEST LIAISON FROM DEB SCHILDROTH TO ALISSA WIGNALL (SEVEN-DAY REVIEW WAIVED)** – Alissa Wignall, Human Resources Director, stated the change is necessary to make her the contact; she requested approval including waiving seven-day review. Heddens moved, Olson seconded the approval of Revised Open Records Policy and Procedures to Change the County Public Request Liaison from Deb Schildroth to Alissa Wignall and waive the seven-day review. Roll call vote. (MCU)

**ANNOUNCEMENT OF TOURISM FUNDING FOR FY20** – Lauris Olson reported on history and stated this is a draft to notify potential applicants about available FY20 funding. Heddens questioned if this is an application process. Olson stated yes, an application process, and the Board needs to set parameters and criteria. Murken stated concerns. Discussion took place. Heddens moved, Olson seconded the approval of \$700.00 of FY20 funds to Central Iowa Tourism for membership dues and not automatically funding Iowa Games. Roll call vote. (MCU)

**RESOLUTION #19-124, THOMPSON FARM SUBDIVISION, AN AGRICULTURAL SUBDIVISION** – Jerry Moore, Planning and Development Director, provided an overview of the application. Gabe Nelson, Planning Intern, reported on the proposed subdivision, including location, and current and proposed land use. Moore reported on owners working with Conservation regarding an easement for the Heart of Iowa Nature Trail (HOINT). Nelson reported on surrounding land use. Moore reported on applicable development regulations. Nelson reported on staff analysis, review process, points to consider, and alternatives. Heddens moved, Olson seconded the approval of Resolution #19-124, Thompson Farm Subdivision, an Agricultural Subdivision. Roll call vote. (MCU)

**REVISIONS TO THE HOME BASE IOWA PROGRAM** – to be considered at a future meeting.

**LIAISON ASSIGNMENTS, COMMITTEE MEETINGS UPDATES, AND ANNOUNCEMENTS FROM THE SUPERVISORS:** Heddens reported on Central Iowa Recovery, Central Iowa Community Services (CICS), and Juvenile Justice. Olson reported on the Heart of Iowa Regional Transit Agency (HIRTA), and an Ames City Council meeting regarding broadband. Murken reported on the upcoming farewell for Deb Schildroth, and the Tedesco Environment Learning Center (TELC) ribbon cutting, Olson moved, Heddens seconded to adjourn at 12:21 p.m. Roll call vote. (MCU)

Story County  
Board of Supervisors Meeting  
Agenda  
6/25/19

1. CALL TO ORDER: 10:00 A.M.
2. PLEDGE OF ALLEGIANCE:
3. ADOPTION OF AGENDA:
4. PUBLIC COMMENT #1:  
This comment period is for the public to address topics on today's agenda
5. Appointment Of Supervisors As Representative For The Remainder Of The Calendar Year 2019  
Board Organization

Department Submitting Board of Supervisors

Documents:

BOARD APPT.PDF

6. Acknowledge And Receipt Of Bids For The Sale Of Bonds For \$3,000,000 For StoryComm - Ted Rasmusson

Department Submitting Treasurer

Documents:

STORY COUNTY BOND BID.PDF

7. AGENCY REPORTS:

- I. YSS Annual Report - Andrew Allen

Department Submitting Auditor

Documents:

YSS ANNUAL RPT.PDF  
YSS MENTORING NEWSLETTER JANUARY 2019.PDF  
YSS MENTORING MENTOR NEWSLETTER MAY 2019.PDF  
COPY OF SUMMER ENRICHMENT PARENT HANDOUT.PDF

- II. Emergency Management Report - Keith Morgan

Department Submitting Auditor

Documents:

EMA BOS UPDATE.PDF

8. CONSIDERATION OF MINUTES:

I. 6/11/19 & 6/18/19 Minutes

Department Submitting Auditor

9. CONSIDERATION OF PERSONNEL ACTIONS:

I. Action Forms

- 1) pay adjustment, effective 6/23/19, in a) Conservation for Emily Lemons @ \$11.50/hr;
- b) IRVM for Allison Stegmann @ \$12.00/hr

Department Submitting HR

10. CONSIDERATION OF CLAIMS:

I. 6/27/19 Claims

Department Submitting Auditor

Documents:

CLAIMS 062719.PDF

11. 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 Certificate Of Appointment Of Civil Process Server Effective 6/13/2019 For The Following Detention Officers: BriAnna Hardy, Nathaniel Belvo, Vanessa Borwick, Michael Wittrock, Rameal Cooper

Department Submitting Sheriff

Documents:

CIVIL PROCESS SERVER HARDY.PDF  
CIVIL PROCESS SERVER BELVO.PDF  
CIVIL PROCESS SERVER BORWICK.PDF  
CIVIL PROCESS SERVER WITTROCK.PDF  
CIVIL PROCESS SERVER COOPER.PDF

II. Consideration Of Resolution #19-130, Family Farm Exemption Allow/Disallows Assessment Year 2018

Department Submitting Auditor

Documents:

2018 DISALLOW RESOLUTION FF1.PDF

III. Consideration Of Using The County Credit Card For Purchase Of Domain Name Between DOTGOV.gov And Information Technology Effective 7/14/19 - 7/13/20 For

\$400.00 (Per Story County Credit Card Policy)

Department Submitting Information Technology

Documents:

STORY COUNTY DOMAIN INVOICE.PDF

IV. Consideration Of Iowa Communities Assurance Pool (ICAP) Renewal Application Effective 7/1/19 - 6/30/20 For \$244,324.44

Department Submitting Board of Supervisors

Documents:

FY20 ICAP RENEWAL.PDF

V. Consideration Of Purchase Order For 3 New Trucks From O'Halloran International For \$578,618.00 (FY 20 Budget)

Department Submitting Engineer

Documents:

2020 PO AGREEMENT OHALLORAN TRUCK.PDF

VI. Consideration Of 28E Agreements Between Animal Control And The Following Cities: Cambridge, Maxwell, Roland And Zearing Effective Upon Signature - 6/30/20

Department Submitting Animal Control

Documents:

28E AGREEMENTS.PDF

VII. Consideration Of Change Order For Animal Shelter Remodel For \$14,500.00

Department Submitting Facilities Management

Documents:

CHANGE ORDER AC.PDF

VIII. Consideration Of Courthouse Security Plan  
Confidential

Department Submitting Facilities Management

Documents:

COURT HOUSE SECURITY.PDF

IX. Consideration Of Substantial Completion For Animal Shelter Remodel

Department Submitting Facilities Management

Documents:

AC SUBSTANTIAL COMPLETION.PDF

X. Consideration Of Road Closure Resolution(S): # 19-55

Department Submitting Engineer

Documents:

RC 19 55.PDF

XI. Consideration Of Utility Permit(S): #19-063, 19-064

Department Submitting Engineer

Documents:

UT 19 063.PDF

UT 19 064.PDF

12. PUBLIC HEARING ITEMS:

- I. Second Consideration Of Ordinance #283, Amending Certain Boundaries Of The Official Zoning Map Of Story County - Westwood Center Partners LC - Amelia Schoeneman

Department Submitting Planning and Development

Documents:

ORDINANCE NO 283 .PDF

STAFF REPORT.PDF

PLAT.PDF

APPLICATIONS AND ATTACHMENTS.PDF

PUBLIC COMMENTS.PDF

13. ADDITIONAL ITEMS:

- I. Discussion And Consideration Of Insurance Review And Increased Property Deductible To \$50,000 Effective July 1, 2019 - Steve Goodhue, Andrew Ricklefs And Susan Hoshor

Department Submitting Board of Supervisors

Documents:

STORY COUNTY INSURANCE REVIEW.PDF

- II. Consideration Of Resolution #19-131, FY20 Appropriation Resolution - Lisa Markley

Department Submitting Auditor

Documents:

RES 131.PDF

- III. Consideration Of Resolution #19-132, FY20 Interfund Operating Transfer Resolution - Lisa Markley

Department Submitting Auditor

Documents:

RES 132.PDF

- IV. Discussion And Consideration Of Revised Open Records Policy And Procedures To Change The County Public Request Liaison From Deb Schildroth To Alissa Wignall (7 Day Review Waived) - Alissa Wignall

Department Submitting Board of Supervisors

Documents:

OPEN RECORDS POLICY REVISED 2019.PDF

- V. Discussion And Consideration Of Announcement Of Tourism Funding For Fiscal Year 2020 - Lauris Olson

Department Submitting Board of Supervisors

Documents:

TOURISM GRANT FUNDING PROGRAM ANNOUNCEMENT DRAFT UPDATE  
JUNE 14TH.PDF

- VI. Discussion And Consideration Of Resolution #19-124, Thompson Farm Subdivision, An Agricultural Subdivision – Gabriel Nelson And Jerry Moore

Department Submitting Planning and Development

Documents:

STAFF REPORT .PDF  
RESOLUTION 19-124.PDF  
FINAL PLAT.PDF  
HUXLEY APPROVAL .PDF

- VII. Consideration Of Revisions To The Home Base Iowa Program - Leanne Harter

Department Submitting Board of Supervisors

Documents:

UPDATE ON HOME BASE IOWA PROGRAM TO BOS JUNE 2019.PDF  
IOWAHOMEBASEFLYER2019.PDF

14. DEPARTMENTAL REPORTS:
15. OTHER REPORTS:
16. UPCOMING AGENDA ITEMS:
17. 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.
18. LIAISON ASSIGNMENTS, COMMITTEE MEETINGS UPDATES, AND ANNOUNCEMENTS FROM THE SUPERVISORS:
19. 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  
Tentative Agenda  
6/25/19

NAME

ADDRESS

Dennis W. Parmenter

501 E. Fourth St., Huxley,  
~~30750 560th Ave, Iowa 50124~~

Jody Bradley

Facilities mgmt

Jane Penke

Story EMA

Keith Morgan

BOB office

Lea Lettice

YSS

Gerrit Sumner

YSS

Terri Johanson

YSS

Emily Rebollozo

YSS

Falecia Watkins

P20 Dept.

Jerry Moore

P20 Dept

Gabe Nelson

304 Main St., Ames

Saptaparni Ghosh

AEDC

Dustin Ingram

BOB office

Deb Schildroth

BOB - Knapp Tedesco

Andrew Kildis

BOB Knapp Tedesco

Susan Hisher

Knapp Tedesco

Stacy Godhrie

BOB

Toled Lundquist

Planning Dept.

Gabriel Nelson

YSS

Andrew Allen

Aud

Ann Minkley

BOB

Alissa Wignell

**Appointment of Supervisors to Boards and Commissions for the Remainder of  
Calendar Year 2019  
June 25, 2019**

Aging Resources of Central Iowa Board	Lisa Heddens	From Murken
Ames Area Metropolitan Planning Organization Transportation Policy Committee	Lauris Olson	Current
Ames Economic Development Commission	Lauris Olson	Current
Ames Assessors Mini-Board	Lisa Heddens	From Olson
BooSt Together for Children Board	Lisa Heddens	From Murken
Central Iowa Community Services Board	Lisa Heddens	From Murken
Central Iowa Juvenile Detention Board	Lisa Heddens	From Olson
Central Iowa Recovery Board	Lisa Heddens	From Schildroth
Central Iowa Workforce Development Board (CIWDB)	Lauris Olson	Current
Central Iowa Regional Housing Authority Executive Committee (CIRHA)	Lauris Olson	Current
Central Iowa Regional Transportation Planning Alliance (CIRPTA) Policy Committee	Lauris Olson	Current
Headwaters of South Skunk Watershed Mgmt. Authority	Linda Murken	Current
Heart of Iowa Regional Transit Agency Board	Lauris Olson	Current
Local Emergency Planning Commission	Lauris Olson	Current
Prairie Rivers of Iowa Board	Linda Murken	Current

Second Judicial District Department Of Correctional Services Board	Linda Murken	From Olson
Story County Board of Health	Lisa Heddens	From Olson
Story County Conservation Board	Linda Murken	Current
Story County Decategorization Board	Lisa Heddens	From Murken
Story County Emergency Management Commission	Linda Murken	Current Alternate Lauris Olson
Story County Housing Trust Fund Board	Lauris Olson	Current
Story County Judicial Magistrate Appointment Commission	Linda Murken	From Sanders
Story County Watershed Assessment Working Group	Linda Murken	Current
StoryComm Board	Linda Murken	Current
Squaw Creek Watershed Management Authority	Linda Murken	Current
911 Service Board (Alternate to Sheriff)	Linda Murken	Current


**APPROVED**

**Board Member Initials:** LM

**Meeting Date:** 6/24/19

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

\_\_\_\_\_

\_\_\_\_\_

Bid Sheet  
 Story County, Iowa  
 \$3,000,000 Essential County Purpose Bond

(Closing on or about June 30, 2019)

For the Story County Essential County Purpose Bond (the "Bond"), we submit the following proposal:

The installment payment of principal of the Bond shall bear interest paid semi-annually (June 1 and December 1) as follows:

For the \$155,475.21 maturing on June 1, 2020	<u>3.95</u>	% per annum
For the \$160,916.84 maturing on June 1, 2021	<u>3.95</u>	% per annum
For the \$166,548.93 maturing on June 1, 2022	<u>3.95</u>	% per annum
For the \$172,378.14 maturing on June 1, 2023	<u>3.95</u>	% per annum
For the \$178,411.38 maturing on June 1, 2024	<u>3.95</u>	% per annum
For the \$184,655.78 maturing on June 1, 2025	<u>3.95</u>	% per annum
For the \$191,118.73 maturing on June 1, 2026	<u>3.95</u>	% per annum
For the \$197,807.88 maturing on June 1, 2027	<u>3.95</u>	% per annum
For the \$204,731.16 maturing on June 1, 2028	<u>3.95</u>	% per annum
For the \$211,896.75 maturing on June 1, 2029	<u>3.95</u>	% per annum
For the \$219,313.14 maturing on June 1, 2030	<u>3.95</u>	% per annum
For the \$226,989.10 maturing on June 1, 2031	<u>3.95</u>	% per annum
For the \$234,933.71 maturing on June 1, 2032	<u>3.95</u>	% per annum
For the \$243,156.39 maturing on June 1, 2033	<u>3.95</u>	% per annum
For the \$242,858.53 maturing on June 1, 2034	<u>3.95</u>	% per annum

The following is for informational purposes only and is not part of this bid:

Effective Interest Rate: 3.95 %  
 Net Interest Cost: \$ 1,018,539.94

This Bid Sheet is submitted by First National Bank, Ames, Iowa.  
(Bank Name) (City)

The bank's contact person with respect to this bid is Nick Johnson who can be reached by phone at 515-663-3061.

By: Nick Johnson (signature)  
Nick Johnson (Printed Name) VP & Portfolio Manager (Title)

+++++  
 The above offer is accepted on behalf of Story County, Iowa, this 25 day of June, 2019

STORY COUNTY, IOWA  
 By: [Signature]  
 Chair, Board of Supervisor

Attest:  
[Signature]  
 County Auditor

# YSS

## Report to Story County Board of Supervisors

### June 25, 2019

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

Service	Program	Page Number
<b>Kids Club</b>	<i>Elementary Program</i>	2
<b>Mentoring</b>	<i>Mentoring K-8</i>	3
<b>IMPACT</b>	<i>Teen Club</i>	6
<b>Summer Enrichment Programs</b>	<i>Ames Summer Enrichment Program</i>	8
	<i>Nevada Food for Thought</i>	10
	<i>Collins/Maxwell Summer Enrichment</i>	12
<b>Prevention Programming</b>	<i>Child Abuse Prevention</i>	14
	<i>Substance Abuse Prevention</i>	16
<b>Youth Development</b>		20
<b>Youth Employment</b>		22
<b>Rosedale Shelter</b>	<i>Emergency Shelter</i>	24
<b>Treatment Services</b>	<i>Family Counseling and Clinic</i>	26

### YSS Overall Data

#### **Program Description:**

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

#### **Number Served:**

The attached Reports provide data through the 3<sup>rd</sup> quarter of FY 2019. The reports that follow may include more recent data.

#### **Outcomes:**

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

#### **Trends:**

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

#### **Success Stories:**

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

#### **Attachments:**

This is a separate document with some sample program newsletters.



# Kids Club (Elementary)

**Program:** *Elementary Kids Club*

**Submitted By:** *Jennifer Schmit*

**Program Description:**

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

**Number Served:**

404 children through May and 201 are enrolled in the summer program.

- Roland-Story Kids Club served 92 children through May and have 44 enrolled this summer.
- Gilbert Elementary Kids Club served 76 children through May and have 25 enrolled this summer.
- Gilbert Intermediate Kids Club served 102 children through May and have 59 enrolled this summer.
- Ballard Kids Club served 134 children through May and have 74 enrolled this summer.

**Outcomes:**

Outcomes for 2017-2018 are as follows, 2019 data is not yet available

Outcome	Outcome Indicator	
To provide a safe, stimulating, caring environment for K-6 <sup>th</sup> grade children during out-of school hours	# of youth participating	255
To promote positive interpersonal skills (Teacher Survey)	% of participants maintaining or increasing positive social interactions	99%
To provide an environment that promotes physical health (Child Survey)	% of children maintaining or increasing their knowledge of healthy lifestyle choices	96%
To provide academic enrichment (Teacher Survey)	% of participants maintaining or increasing academic performance.	98%

**Trends:**

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

**Success Stories:**

One of our success was within the Kids Club Structure, with turnover of a Site Supervisor in the Gilbert Program were able to place the remaining Gilbert Site Supervisor in charge of both and have a lead teacher in each program, this saved some dollars but more importantly it gave a skilled staff person the opportunity to increase responsibility and retain her.

A warm fuzzy success relates to our ability to help families with more than just child care. *"In December we were able to give five families gifts from our Holiday Giving program. The parents were all extremely happy to receive the extra help. One parent began to cry and tell me about how this year has been really hard because she is a single mom of two and has had to take off a lot of work for her daughter. She told me that her kids weren't getting much this year and that she had told them they would try again tax season. She repeatedly thanked me and told me how much it meant to her to be able to have more gifts for the two of them under the tree."*

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

# Mentoring

**Program:** *Mentoring*

**Submitted By:** *Feleecia Watkins*

## **Program Description**

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

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

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

- Mentees show improvement in academic performance, as well as classroom behavior and attitude. In many cases, the students who experience the greatest difficulties show the greatest improvement.
- Participants show significant improvement in their feeling of being included at school and with friends.

Participants feel that having a mentor results in improved grades, better relationships at home and with friends, and greater interest in school and learning

## **Number Served:**

*Story County (2018-2019)*

School-Based	
Ames	87
Ballard	24
Gilbert	49
Nevada	8
Collins-Maxwell	12
Total Served:	180
Total Waiting:	50

Community-Based	
Total Served: 14	Total Waiting: 0

## **Outcomes:**

As an important part of the program, YSS Mentoring works with an evaluator to measure program success, providing post surveys to mentees, mentors, teachers, and parent/guardians to ensure the mentee-mentor relationship meets the needs of youth.

At the time of this report our consultant has not completed the data findings for the 2018-2019 school year. Outcomes for the 2017-2018 school year are included below.

### **Outcomes - 2017-2018 School Year**

51%	Mentees who improved their attitude and behavior	(43% maintained)
33%	Mentees who improved their grades	(61% maintained)
37%	Mentees who improved positive relationship skills	(55% maintained)
79%	Mentees who self-reported improved self-esteem	(20% maintained)

94% Mentees who believe it is wrong for someone their age to use alcohol tobacco and other drugs



## Trends:

We continue to have a growing need for funding as well as mentors. We have a great deal of support and commitment from High School students as mentors, but we are always in need of more adult community members, specifically male mentors. Rural areas are the most difficult in terms of recruiting volunteers. Each year our program ends with a list of students waiting.

## Success Stories:

**Newly Formed YSS Advisory Council (Began December 2018):** This council consists of thoughtful community leaders, YSS staff and board members, mentors, school personnel and program participants who meet three to four times per year to advise the YSS Mentoring program and staff. Meetings took place December 2018 and March 2019. Next meeting will take place in August.

**ISU Women's Basketball Game Match Event:** Matches enjoyed a free Iowa State Women's Basketball Game on February 23<sup>rd</sup>, 2019. All matches also received free cone cones. We had 16 matches and two program staff in attendance. After the game several matches stuck around to meet player Maddie Wise. Maddie is a mentor in our community-based program and was gracious enough to sign posters and take pictures with the mentees.

**Excellence in Mentoring Award:** Evy Raes, YSS Mentoring participant of 20 years, was selected as one of four 2019 Excellence in Mentoring Award honoree. The Excellence in Mentoring award is the most prestigious honor that a youth mentor in Iowa can receive. The award gives Iowa Mentoring Partnership certified programs the opportunity to recognize outstanding long-time youth mentors. The recipients are nominated by the program at which they volunteer and are selected based on a variety of items including advocacy, leadership, impact and commitment. The Excellence in Mentoring Award ceremony took place on Tuesday, April 16 at 2:30 p.m. at the State Capitol Building in Des Moines.

**Middle School Match:** A match of 4 years ended in early on in the year. The mentee is on the Autism spectrum, he struggled with eye contact, talking to people, making friends and self-esteem issues. In December, the mentee discussed with the mentor and facilitator that he felt he had reached the goals he had wanted to get from the mentoring match. He felt he had better self-esteem, social skills and had made better friends. His mentor agreed. They both felt like the mentee was ready to move on from mentoring but they both wanted to keep in contact as friends. This was very successful match as the mentee was ready to move on and he was one that initiated and communicated this information to the mentor and facilitator. This is a huge growth for mentee. He has come a long way from a quiet isolated student, to a more social and talkative student with friends and much happier overall. This was bittersweet, everyone was sad to end the mentoring match but happy to see the growth. The mentor received a new mentee in February.

## Comments from End 2018-2019 End of Year Evaluations

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

- I love reading books that we choose from the library. We share reading chapters.
- Having someone to talk with, that I can relate with. Understands me and has a different perspective for me to look on to.
- We have talked about better ways to handle things. He helps me be more positive.
- I feel that having a mentor means being able to get close to someone and to be able to trust them. Also, someone to have fun with.
- I feel having a mentor has given me the opportunity to talk to them about anything and giggle and laugh, when I need it the most!
- A safe person from YSS teaching us to be better people.
- I don't like sitting by myself at lunch and playing uno is fun.
- I can be myself and not someone I'm not. I can actually appreciate myself and who I am. I don't have to act different.



### **Comments from Mentors:**

- My YSS Mentoring Facilitator was very responsive to questions and offered valuable support.
- It's been so rewarding to see my mentee open up to me more and become more outgoing. Meeting with my mentee is something I look forward to every week! Thanks for matching us up!
- My mentee and I have had a great year. Her school transfer was very hard for her and I'm glad I was with her to help. She is doing really well in her new school now.
- The mentoring coordinator has constantly provided me with tools and tips on how to overcome difficulties with my mentee and develop the relationship overall.
- I'd love to continue to work with my mentee since he is very similar to me when I was young and I feel as if we can help each other learn and grow.
- Great program! Has been great working with a student. Has impacted my life in a positive way and I hope it has theirs too. The YSS Mentoring Facilitator has been great help throughout this
- "Becoming a Mentor is the best thing I have ever done. My Mentee has really flourished since she started in the program. Her attendance, grades, attitude, and social interactions have grown by leaps and bounds! Her reading was below grade average but now she is at the top of her class. Her other grades have improved too. She seems much more confident, comfortable and feels safe at school even though things at home can be unsettled at times.
- The thought of young kids wanting to meet with a couple of old people, conversing and having lunch and seemingly enjoying it was a surprise to me. It was truly and is an enjoyable experience

### **Comments from Parents:**

- Since she has been meeting with her mentor I have seen a positive change in her behavior/attitude. I think the YSS mentor program is a great asset for our youth! We hope to continue with the program in the next school year.
- The mentor has been absolutely wonderful with our child. We are so grateful to him for committing to regularly meetings. Our child looks forward to it every week. Our child also brings up their conversations at home and I can tell he considers his mentor to be an important male figure in his life. Thank you for a great program!
- Our student enjoyed her mentor. The system met her at the time of her mother's death. It gave her help in dealing with a very difficult life experience. She looked forward to the one on one time spent with her mentor.
- You gave my daughter someone to talk to, and that was very helpful.
- Our student is a great little girl but needed a little encouragement making friends and getting out of her comfort zone. The mentor helped with this adjustment.

### **Comments from Teachers:**

- The students were SO excited every time that their mentors came! Thanks for a great program!
- I think my student having a mentor is great. His home life is really hard and I know his demeanor at school reflects this. He has trouble playing with others because he likes to keep to himself and doesn't have any self-esteem. He negatively self-talks often. I know he looks forward to seeing his mentor.
- My student really values her time with her mentor and her mentor is definitely an encouraging, reliable person in her life.
- Thank you for providing this program. I believe many students, including my own, benefit from having a reliable adult in their life that takes time each week to spend a special lunch with them.

Having a mentor has improved my student's social interactions with her peers as well as with adults. This has been very positive for her.

### **Attachments: Sample Newsletters**



# Teen Club Afterschool Programs

**Program:** *IMPACT: Teen Club Afterschool Programs*

**Submitted By:** *Jennifer Schmidt*

## **Program Description:**

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

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

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

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

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

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

## **Number Served:**

Ballard Teen Club Afterschool Program hosted 15 youth during the 2018-2019 school year.

Collins-Maxwell Teen Club Afterschool Program hosted 18 youth during the 2018-2019 school year.

## **Outcomes:**

### **Ballard Teen Club:**

- The students completed 172 hours of community service through March
- The students completed all of the tasks associated with the community service projects.
- The projects included a dance and mental health awareness posters.
- 

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

- The students completed 239 hours of community service through March.
- The students completed 97% of the tasks associated with the community service projects
- The projects included Motivational Posters To Combat Winter Blues, Coloring Books for 712 House and a May Day Park Day Celebration

## **Trends:**

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

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



## **Success Story:**

The program coordinator had each youth who attended write a letter about the “impact” of Impact on their lives.

- “In seventh grade my depression and anxiety was the worst, and I was having a lot of trouble with finding a purpose and making friends and just overall being happy, that was the closest I have ever been to death in my life. But coming to impact every day and having someone to talk to and that actually cared was overall what kept me going. Along with Impact I also have Kalli as my mentor, having the opportunity to talk to someone that actually cares about my achievements and pushes me to be better as a person has benefited me so much, in my school and home life.”
- “I feel like Impact has made me a better person, my patience has definitely grown, with having to work with difficult kids, and my communication skills, public speaking, and social anxiety has gotten better. My grades have improved so much with the math help, and Kalli’s peptalks, and my GPA made a huge leap, from a 2.5 to a 3.6. Without Impact, I wouldn’t have met Kalli, and if I hadn’t met Kalli, I don’t know where I’d be right now, if I’d even be here. It’s also made me more active, with playing games. It makes me feel better when I’ve had rough days. I was told to describe Impact in one sentence, it will be difficult but, I’ll try my best. Impact is a safe haven, where you’re always accepted, and can be yourself.”
- “Impact has made me grow as a person. I used to talk to nobody and just sit there and do nothing. But Impact has helped me be less shy and talk more. Because of that, I made more friends. I wanted to join more sports and activities. And make even more friends.”



# Ames Summer Enrichment Program

**Program:** Ames Summer Enrichment Program    **Submitted By:** Kalli-Ann Kennel

## **Program Description:**

**2018:** The Ames Summer Enrichment program is a FREE 6 week program that is offered during the summer for students in Kindergarten-4<sup>th</sup> grade. The program runs in the afternoon after they attend summer school. The students attend our program from 11:30-2:15 and do receive lunch as well. The students receive breakfast before their morning school starts. The Summer enrichment program was created by several different agencies in the community. Some of those agencies include:

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

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

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

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

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

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

**2019:** The Ames Summer program has been changed to "Empower, Enrich, Excel". It is a partially FREE 3 week program that is offered during the summer for students in Kindergarten-8<sup>th</sup> grade. The program runs from 7:30am-3:30pm, the first three weeks of June. The students receive breakfast and lunch daily. The program was created by several different agencies in the community. Some of those agencies include:

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

The curriculum for the summer program has changed since programming is now all day. The Empower students (formally known as the academic summer school students) attend two summer school "sessions" or classes each day, and one session is their choice. Enrich students (formally known as the enrichment students) choose up to three sessions that they attend daily, for three weeks straight. The Excel students (formally known as the Super Summer students) also choose up to three sessions that they attend daily, for three weeks straight. The Excel students pay for programming, while the Empower and Enrich students do not pay.



Some of the sessions that were offered include:

Star Lab/Astronomy, Fit Fun, Explorations in language and culture, spoken word, service learning projects, Adventures in Spanish, Coding for kids, Musical theatre, Hands on math, Entrepreneurship, Engineering exploration, Picture perfect painting, Animation, Robotics

## **Number Served:**

We have a total of 379 students enrolled in 2019 and served 95 students in 2018.

## **Outcomes:**

### **2019**

- We have 379 students enrolled
- We had 82% of our students who are enrolled in the free and reduced lunch program.

### **2018**

- We had 62 of our students reached 75% or more attendance.
- We served a total of 2,765 last summer
- We had 66-68% of our students who are enrolled in the free and reduced lunch program.
- The students read a total of 4,200 minutes outside of program

## **Trends:**

This is a new year for the partners with three summer programs merging. We are seeing more children who have a one-on-one in the classroom and coming to a summer environment without that extra staffing. Again more children with behavior issues.

## **Success Story:**

- We were able to get more volunteers this year. We had several volunteers that were consistent so they were able to work consistently in the classroom and gain relationships with our students.
- We had a student who spoke Spanish and very little English. He was very upset and had gotten into a fight with another student. We tried to talk to him to understand what happened and why he was so upset but we were struggling to understand, as was he. We had a YSS staff member who spoke Spanish so she came in and translated for us. We were able to help him and after that moment, he felt more of a connection with us. He always ran up to us and gave us a hug, smiled at us and would always wave at us. After just one week of program, his English was improving. BY the end of June he was able to communicate with us more regularly.
- We had a student who would run out of the classroom and get overwhelmed. He would also try and get physical with students. We worked with him to use his words and come to a teacher when he is upset or needs a break. Instead of running away and getting upset with the other students, he went up to the teacher and asked if he could go on a walk.
- One of our students seemed really sad and quite all the time. We noticed that she loved helping other students and the site supervisor so we worked her on her leadership skills and being more engaged with her peers. She really stepped up and did a great job helping the Kindergarten class! She would smile and really look forward to the afternoon. She was very sad when we had a week off of program.



# Nevada Summer Enrichment Program

**Program:** Nevada Summer Enrichment Program

**Submitted By:** Kalli-Ann Kennel

## **Program Description:**

The Nevada Summer Enrichment program is a FREE 6 week program that is offered during the summer for students in Kindergarten-8<sup>th</sup> grade. The program runs in the morning from 8:15-12:15 where they get both breakfast and lunch. The Summer enrichment program was created by several different agencies in the community. Some of those agencies include:

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

**2018:** The curriculum for the summer enrichment program is planned around what the Library's curriculum is that year. There are 4 different areas that we focus on and those areas are:

**Theme:** During theme time we focused on music. The students got an opportunity to make their own music instruments, create their own music video and hear musical performances from different presenters!

### **STEM (Science, Technology, Engineering, and Math):**

We partnered with ISU 4H who conducted our STEM lessons for the students.

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

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

## **2019:**

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

**Theme:** During theme time we will be focusing on "A Universe of Stories", or space/astronomy. The students will get an opportunity to see the Star Lab, create galaxy jars, and go on several field trips.

**STEM (Science, Technology, Engineering, and Math):** We have partnered with Paragon International; we had partnered with Paragon for the last three years. Paragon has created lesson plans and experiments for the students along with providing funds for a field trip to Reiman Gardens. Some examples of experiments are making rockets, making their own 3D laser cut design, and really learning about sound, learning about kinetic energy, exploring the solar system and telescopes, using dry ice and seeing different experiments utilizing dry ice and many more

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

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



## **Number Served:**

We are serving 115 students in 2019 and we served a total of 101 students in 2018.

## **Outcomes:**

### **2018**

- We had 74 of our students reached 75% or more attendance.
- We served a total of 1,528 meals this summer
- We will be able to collect data from the school district in the fall if the students who attended the summer program either increased, maintained or decreased knowledge in math and reading.
- We had a total of 2,325 minutes read during program with the students

## **Trends:**

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

## **Success Story:**

- We had a very successful Literacy program this year as the staff member from Reading Corp returned from last summer. She was very hands on and tied her curriculum to our program theme. She would also ask the teachers if there is anything that they needed to work on with the students and she would implement that into her lesson plans. She was very flexible.
- We also partnered with ISU extension to do some water units with the Nevada students. We were then able to take our kids on field trip to the Nevada County Fair where the ISU Extension teacher took them on a tour and prepared activities for the students.
- Students went to Iowa Gardening For Good in Madrid, Iowa, and the majority of the students reported that they loved being able to garden and it was their first time doing so. They really enjoyed playing in the dirt and being able to plant seeds.



# Collins-Maxwell Summer Enrichment Program

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

**Submitted By:** *Kalli-Ann Kennel*

## **Program Description:**

The Collins-Maxwell Summer Enrichment program is a FREE 6 week program that is offered during the summer for students in Kindergarten-8<sup>th</sup> grade. The program runs in the morning from 8:15am-12:15pm where they get both breakfast and lunch. The Summer enrichment program was created by several different agencies in the community. Some of those agencies include:

YSS, United Way of Story County, Reading Buddies, Collins-Maxwell Community School District, Volunteer Center of Story County, RSVP, Collins Public, Grantwood AEA, One Heart Equestrian, Paragon International

### **2018:**

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

**Theme:** During theme time, the focus was on music. The students got an opportunity to make their own music instruments, create their own music video and here musical performances from different presenters!

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

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

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

### **2019:**

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

**Theme:** During theme time we will be focusing on "A Universe of Stories", or space/astronomy. The students will get an opportunity to see the Star Lab, create galaxy jars, and go on several field trips.

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

**Literacy:** Our literacy center was led by YSS lead teachers. We did give the students individual reading logs to take home and encouraged them to read outside of program. The activities they did were connected to the space theme.

**Physical Fitness:** We partnered with Boys and Girls Club of Story County to help us with our PE component last summer. They proved us weekly lesson plans for our teachers who then carry out the lesson plan. This summer, we are re-using the same plans and adding some content of our own.



## **Number Served:**

We had 60 students enrolled in 2019 and served a total of 65 students in 2018.

## **Outcomes:**

### **2019**

- We have 60 students enrolled
- We have had 6 student volunteers; 2 have been consistent in coming each day

### **2018**

- We had 65 students enrolled.
- We had 67% of our students reached 75% or more attendance.
- We served a total of 576 this summer
- We had 47.9% free and reduced lunch percentage

## **Trends:**

We do struggle to get resources in Collins-Maxwell so we have been lucky with our current partnerships which include, the Collins Public Library, ISU 4H, and Collins-Maxwell Community School District. We have been able to gain even more partnerships in 2019, including several field trips.

## **Success Story:**

- On the second to last day of program, we invited family and friends to come join us for a music video viewing. Many guests (over thirty) showed up to support the youth and the program.
- Students were setting up to film a scene for their music video. Typically, the students struggle to work together to solve problems. During this scene, they managed to define a way of communicating when they will start the scene (by knocking) and then considered as a group how to best fit the camera angles. It was nice to see the group come together without an excessive amount of shouting over each other and without any hurt feelings (Middle School Aged-Youth)"
- "One student during lunch was upset and claimed that she didn't matter. She also claimed that on one liked her. The peers she was eating lunch with all reached out to tell her that she does matter and that they're all friends with her. The student took another minute to calm down and then was much happier (Middle School Aged-Youth)"
- After breakfast, a student was dumping his tray and walked up to a teacher and said, 'I just love breakfast here... it's the best'. When he got picked up, Mom said that's why he won't eat breakfast at home this summer (Male youth, age 9)"



# Prevention Services: Child Abuse Prevention

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

**Submitted By:** *Jane Larkin*

## **Program Description:**

The Child Safety curriculum used in the 2018 / 2019 school year was updated to *Second Step's* Child Protection Unit from the Talking About Touching curriculum midway through the school year.

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

*Second Step's* Child Protection Unit curriculum provides a multi-layered approach to child safety. Students will be able to recognize, respond to and report unsafe situations. The curriculum teaches children self-protection and assertiveness skills to reduce their vulnerability to harm and abuse. Lessons extend beyond the classroom with materials and correspondence focused on parents to encourage further discussions of personal safety with their child. The Child Protection Unit takes an integrated approach to child safety by providing training for every YSS staff member who will be presenting the curriculum; this on-line training was also made available to interested classroom teachers. Each grade level (Kindergarten, First and Second Grades) has 6 lessons. Lesson topics include Ways to Stay Safe, The Always Ask First Rule, Safe and Unsafe Touches, The Touching Rule, Practicing Staying Safe, and a Review of the Safety Skills Taught throughout the course of the curriculum. The curriculum is developmentally sequenced and each grade builds upon the previous year's material and content.

Child abuse awareness community presentations were also available. Exploring signs / symptoms of abuse, the Adverse Childhood Experiences Study (ACEs) as well as local resources for assistance. Presentations promoted 2-1-1 for local resources and Connections Matter training.

## **Number Served:**

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

## **Outcomes:**

93% of the students who took a Pre and Post Knowledge Survey increased or maintained knowledge of the safety material presented.

## **Trends:**

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

A variety of teachable moments are encountered during classroom lessons. For example staff shared the curriculum lesson photo of a young male student with a long, curly hair style. A few students tried to correct me that "he" was a female. Staff explained that this student was a boy and that he liked to wear his hair in a longer style that works well with his textured hair. A couple of boys in the class chimed in that they wish they could have that kind of hair, too! Others shared that they had male family members



who also had long hair. The class discussed how we all get to choose our own style and how that makes us unique.

### **Success Story:**

Staff Researched curriculum update for the TAT program. Current TAT program was last revised in 2001. Submitted grant proposal for the updated and revised curriculum and materials for 2019 programming. Student shared with me that he was slapped by a parent. Followed up with the school counselor, principal and classroom teacher. Student expressed positive comments about programming and songs. One student said the songs about safety get "stuck in his head" and he loves to sing along. Completed all programming for Nevada School District for 210 total 1st, 1st-2nd multi-age and 2nd grade students.

New curriculum with online training, Child Protection Unit Curriculum, was purchased mid-school year. Staff experienced a high level of class participation and engagement from students with new curriculum. Presented curriculum and heard positive feedback from both students and teachers regarding lesson content and songs. Also, researched and viewed a new, suggested book from the Child Protection Unit curriculum to use in grades 1 and 2. Book features a more culturally diverse group of characters throughout. During bullying safety lesson, reinforced that we are all unique and different and should be proud of our differences in what we wear, how we look and the things we like. On our final lessons, read the book "Stand Tall Molly Lou Melon" and talked about celebrating everyone's unique abilities, talents and ideas.



# Substance Abuse Prevention

**Program:** *Substance Abuse Prevention*

**Submitted By:** *Jane Larkin*

## **Program Description:**

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

- Too Good For Drugs is the first science-based program for Third through Sixth Grade students designed to reduce risk factors and enhance protective factors related to ATOD use among students. Too Good For Drugs is delivered in Nevada, Collins-Maxwell and Colo NESCO School Districts.
- Project ALERT is the second science-based curriculum offered to Story County Schools. Project ALERT is a two-year, science-based, substance abuse prevention program for middle school students. It is designed and proven to effectively reduce the experimental and continued use of drugs by teens. Project ALERT's focus is on motivating non-use, learning to recognize pressures to use, and developing and practicing skills to resist these pressures. Project ALERT is delivered in Ames, Ballard, Nevada and Collins-Maxwell School Districts.
- YSS also provides one time (or a short series of) educational ATOD presentations as requested. Prevention staffs also strive to increase community awareness of Substance Abuse Issues through media efforts, community presentations and information tables at community events.
- Due to Opioid Abuse being on the rise nationally; YSS has trained first responders and other interested community members in the administration of Narcan. Until January 2019, YSS had a grant through the Iowa Department of Public Health for this training and also provided the Narcan medication to those trained in the deployment of the medicine. After January 2019, YSS has used local ASSET funds to continue training.

There are a number of strong community partnerships that receive substance abuse prevention services including Iowa State University, local business, local healthcare providers, Children Well-Being Steering Committee, Story County Prevention Policy Board, etc. Prevention staffs provide technical assistance in the development of environmental strategies to address alcohol abuse, illicit drug abuse and nicotine use (including the use of vaping devices.) During the 2018-2019 grant year the Community Partnership grant goals addressed increasing the DHS licensed childcare centers to adopt a tobacco and nicotine free policy; tobacco and nicotine free workplace policies; increase the number of Diabetes Treatment / Education Programs who adopt the Quitline Ask, Advise and Refer method and fax referral system into their regular visits with patients.

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

## **Number Served:**

Not including tobacco prevention initiatives; substance abuse prevention staffs provided services to over 2,816 Story County residents by the end of May 2019.



## Outcomes:

At the end of academic year (June 1, 2019):

- 87% of the Too Good For Drugs and Project ALERT participants who took a Pre and Post Knowledge Survey increased or maintained knowledge of the ATOD material presented.
- 85% of participants involved in a one-time community presentation maintained or increased perception of harm regarding marijuana and its harmful effects. History has shown that when perception of harm decreases, use will increase. YSS continues to monitor use rates closely.
- 94% of participants involved in a one-time community presentation maintained or increased perception of harm regarding alcohol and its harmful effects.

## Trends:

Students involved in Too Good For Drugs and Project ALERT programming are provided with take home activities that parallel and extend classroom goals. Each equips the young people with an opportunity for parents (or other trusted adults) to engage in dialogue regarding substance use. Research continues to demonstrate a clear connection between teen non-use and expressed disapproval of substance use by their parents.

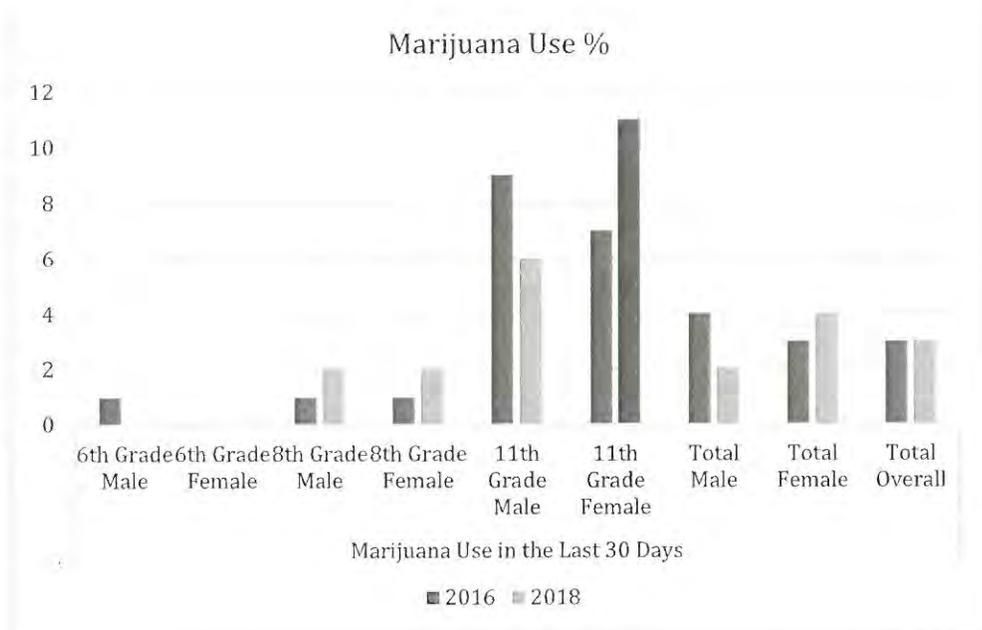
Good News! Alcohol 30 day use rates among 11th graders are going down however alcohol continues to be the #1 abused substance in Iowa and in Story County. Story County statistics:



Percentage of students who reported drinking at least one drink of alcohol in the past 30 days.				
	2012	2014	2016	2018
6 <sup>th</sup> Grade	1.1%	1.3%	2.7%	1.1%
8 <sup>th</sup> Grade	5.0%	5.6%	2.0%	3.1%
11 <sup>th</sup> Grade	20.1%	27.0%	19.0%	15.7%
All Grades	8.4%	13.0%	7.8%	6.2%

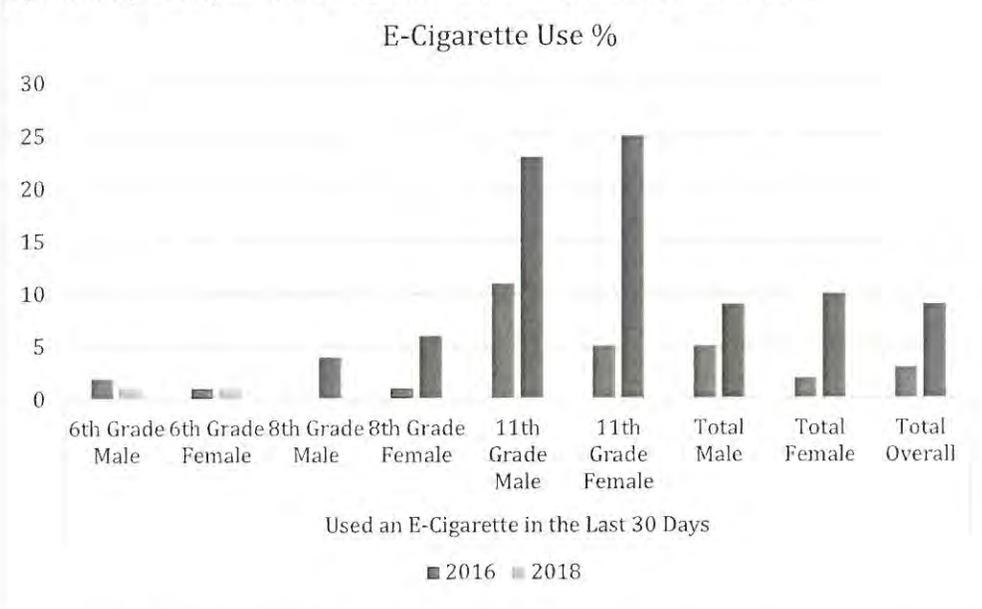
Due to changes in marijuana laws in several states recently and as evidence in student feedback, students' perception regarding negative consequences of marijuana use is being challenged. More questions are being asked in the classroom in regards to marijuana use, and thus, the information covered in programming is all the more critical. Marijuana ranks second highest abused drug in Iowa and Story County. Also important to note is the increase of 11<sup>th</sup> Grade Story County females reporting marijuana use in the last 30 days. Story County statistics:





	2012	2014	2016	2018
6 <sup>th</sup> Grade	0.3%	0.3%	0.6%	0.2%
8 <sup>th</sup> Grade	2.6%	0.3%	1.0%	2.0%
11 <sup>th</sup> Grade	13.2%	9.5%	8.5%	8.2%
All Grades	5.2%	4.0%	3.3%	3.3%

There is an increase of use of Electronic Smoking Device's (ESD's) among youth throughout the nation. This increased use leads to concerns about re-normalization of tobacco use and transition of youth from using ESD's to traditional cigarettes. In particular, JUULs, a new brand of electronic smoking devices, is growing in popularity with Story County youth. For Iowa in 2018, the e-cigarette vaping rate among 11th grade students was 22% and the any tobacco use rate, inclusive of e-cigarettes, 24%. In other words, the any tobacco use rate was just a few points above the rate of e-cigarette use-- more than 9 of every 10 11th grade students in Iowa who used any tobacco used e-cigarettes. Note: Iowa Youth Survey did not begin collecting data on e-cigarettes until 2014; also the questions in 2016 and 2018 were much more specific providing examples of vaping devices. Story County statistics:



Percentage of students who reported using e-cigarettes (vape-pens, JUUL, hookah-pens, e-hookahs, e-cigars, e-pipes, personal vaporizers or mods) in the past 30 days.				
	2012	2014	2016	2018
6 <sup>th</sup> Grade	-	2%	1%	1%
8 <sup>th</sup> Grade	-	0%	1%	5%
11 <sup>th</sup> Grade	-	8%	8%	24%
All Grades	-	4%	3%	9%

Source: Iowa Youth Survey. <http://www.iowayouthsurvey.iowa.gov/> 2018 IYS Story County pgs. 24, 41, 42. 2016 IYS Story County pgs. 25, 43, 44.

### **Success Story:**

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

- Homework and communication with parents or other trusted adult is very important. One student's mother gave very detailed responses to Drug IQ homework assignment, it was made clear that this homework lead to valuable conversation in the home.
- School staff understand the importance of material taught in Too Good For Drugs and Project ALERT. Due to winter weather and school cancellations, classroom teachers taught some lessons to ensure that all material was covered this academic year.
- Youth and young adults seem to gravitate to the new trend or drug being talked about on the web. We have found that YSS Prevention Programming is an important avenue for students (and school staff) to ask questions about current trends (i.e. Social Media & Substance Use, Hot Rail, Lean, Drug Paraphernalia, etc.) and receive fact-based information on it.



# Youth Development

**Program:** *Youth Development*

**Submitted By:** *Jane Larkin*

## **Program Description:**

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

The Risky Business Action Summit was held on Wednesday, November 7, 2018. 4 youth / adult teams from across the state came together to strengthen their youth / adult partnership and together address an issue affecting youth in the community. Together the team developed and implemented a plan to create positive change.

## **Number Served:**

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

## **Outcomes:**

At the end of Quarter 3 (end of March 2018,) the 103 youth volunteered over 491 hours on youth development projects and meetings to plan the projects.

## **Trends:**

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

## **Success Story:**

- Youth Development groups participated in a very successful Youth Day on the Hill event. Story County youth met with legislatures to share their viewpoint on substance abuse including marijuana use and educate on impact marijuana has on them and their peers. Youth also shared alcohol trends in their home community with legislators.
- Builders Club students who attended Reggie's Sleepout had a tremendous experience. Due to inclement weather, they truly experienced the struggles of their fellow youth dealing with homelessness as their tent collapsed in on them during the night because of wind and rain.

- Builders Club students were also asked to volunteer at the International Friendship Fair hosted by the YWCA at the middle school. One success in this event was that the teacher in charge was able to have their opinion changed about one of our Builders Club students. They didn't think they would be able to have the responsibility, but her mind was changed when staff told her of his great successes in Builders Club.
- At the end of the academic year a new youth development group was established. In the 2019 / 2020 school year, YSS staff will work with school staff and local Kiwanis Club in the creation of a Roland Story Builders Club at the middle school.
- The 2019 Risky Business Action Summit is combining with the Alliance of Coalitions 4 Change Substance Abuse Prevention Conference and the Midwest Counterdrug Training Center at Camp Dodge. The event is scheduled for Wednesday, September 4 and will be held at Camp Dodge in Johnston, Iowa. A great partnership!



# Youth Employment

**Program:** *Youth Employment*

**Submitted By:** *Jane Larkin*

## **Program Description:**

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

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

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

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

## **Number Served:**

Approximately 1,211 Story County youth have been involved in Youth Employment Services. (Group and / or Individual Sessions.)

## **Outcomes:**

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

## **Trends:**

- During the Iowa Workforce Development meeting, the employers there talked about the candidates and employees with whom they are working are severely lacking in soft skills, primarily attendance and attitude. This was echoed in a report published by Future Ready Iowa. Soft skills training for young people is an increasing need.
- Governor Kim Reynolds has issued a number of reports in January, including her state of the state address, in which she's emphasizing the lack of employees to fill jobs in Iowa. There are more jobs than employees. In terms of Future Ready Iowa initiatives, there are a number of things we can do to teach students about opportunities in these high need areas, particularly manufacturing. In response, YSS staff contacted Iowa Homebuilders as well as Iowa Manufacturing to look for some partnership opportunities in regards to the emerging trend. Perhaps there are "summer camp" opportunities based on this state need as well.



- Approaching summer, staff have received a number of questions regarding jobs for 14-year-old students. In response staff gathered a list of Story County employers who hire at age 14 and staff pulled together a week of lesson around getting your first job.
- Staff has had discussions with parents who have expressed interest in referring their students to provide job search help as well as assistance in career interest inventories, college exploration, and FAFSA. Additionally, there is increasing interest among students and parents for non-college-degree jobs such as jobs in manufacturing and trades. Looking at ways to integrate these into career exploration activities.

### **Success Story:**

- YSS Staff incorporated a new curriculum, Work Code, which she has developed for the agency. Response from participants has been positive and the curriculum is encompassing of the points of interest that participants are needing. Staff used her teaching experience and knowledge of employment issues to create the curriculum.
- The level of engagement at 712 and YRH has been high during training sessions. Clients have completed their soft skill challenges with a strong level of participation and reflection. Staff at both houses have also engaged 1:1 with clients in the Career Planning Project as students have worked through career assessments and career planning. During one group at 712, clients were agitated about being required to wear purple 712 shirts and at first, unable to focus on their work. Upon discussing their ability to file a grievance, the young ladies were able to return to the task at hand and had a great group. I'm observing some quality self-regulation in all groups.
- Student graduated from the 712 program and contact me to let me know she was able to get a job right out of placement using the resume and interview skills she learned in group.
- Employer feedback about Work Code has been very positive and employers would like to have students submit their "Work Code" statements to them along with their job applications.
- Emphasis has been placed on building relationships in the Huxley community so there have been many new connections made there. As a result of several meetings, we have been able to plan eight field trips and experimental learning opportunities for youth in the Ballard Teen Club. On January 31, the first field trip to Kreg Tool took place. Ten youth attended that trip. During a debrief of what they learned, it was evident that they learned a great deal about the organization as well as the technology used there. Their only "negative" feedback is that they wished they could have done deeper dives into the technology behind some of the equipment and how it was used, systems organization, and marketing demographics. They've asked to return to Kreg for another field trip. These experiences are a result of a focus group of Ballard students who indicated what and how they'd like to learn in terms of career exploration.
- Staff have emphasized collaborations with local employers this calendar year. Employers come into classrooms as well as students attending field trips. The debriefing for those career exploration activities has been positive. Students have gained a lot of valuable information and experience from those opportunities.
- Teen Maze has brought a lot of opportunities for new and continued collaboration.



## Rosedale Shelter

**Program:** *Rosedale Shelter*

**Submitted By:** *Emily Rebollozo-YSS Child Welfare  
Emergency Services Program Director*

### **Program Description:**

Youth and Shelter Services (YSS) Rosedale Shelter is the oldest youth shelter facility in Iowa. Located in historic Old Town Ames, Rosedale provides emergency shelter for youth 12 to 18 years of age who have run away or are homeless, need assistance to resolve family conflict, who have been abused or neglected, have been victims of human trafficking, or are adjudicated and waiting for court action. Each year Rosedale serves up to 200 youth by providing a safe temporary home with structured activities. Rosedale Shelter program and services include on-site shelter for youth, 24-hour supervision, crisis mediation, an Area Education Agency classroom, development of individual client goals, education and support groups, opportunities to practice basic life skills, and referral for specialized services such as psychological/social evaluation and, testing and substance abuse evaluation. A team of caring professionals works together with the goal of reuniting youth with families whenever possible, and to provide permanent, safe, and loving homes for all children.

### **Number Served:**

As of March 2019: 33 clients served in shelter, total of 340 units (bed days), 69 clients diverted from shelter placement and reunified with their parent(s), guardian(s), and/or relative(s)

### **Outcomes:**

1. 97% of Story Co youth are discharged to a recommended destination.
2. 100% of Story Co youth showed improvement in basic living skills.

### **Trends:**

Due to contractual obligations, shelters across the state of Iowa are not allowed to “eject or reject” any youth referred for shelter services. Therefore, shelter staff are not allowed to screen for challenging youth behaviors or mental health diagnosis that may not be appropriate for shelter placement services. This has resulted in an increase of youth placed in shelters who are experiencing serious mental health needs and at times, displaying intense & challenging behaviors. In order to maintain a safe and supportive environment for our shelter youth, Rosedale Shelter has increased our staffing ratios to better meet the needs of the youth placed for shelter services. YSS recently completed a Rosedale Shelter facility renovation on the main level. This renovation has increased the line of sight to assist staff with appropriate youth supervision and is supportive of increased positive staff/youth interactions. The facility upgrades also created a secure entryway, added a client & guest half bathroom in the main living area, and allowed for a wall to be built to separate the kitchen area from the main living area. These renovations assist with meeting the ever changing needs of our shelter youth served, but have also maintained the “home-like” environment our youth love and appreciate during their stay at Rosedale Shelter.

Due to the increase of mental health & behavioral needs of youth at school and in home, youth who are not involved with DHS or JCS (non-system) are utilizing Rosedale Shelter more often to allow for a safe separation from their family and school environment while supportive resources are identified for the family. Rosedale Shelter staff are working with families on a case by case basis to determine if increasing the length of a parent placement stay would assist in ensuring proper referrals and connections to appropriate supportive resources prior to the child returning home. There has recently been an increase of short-term parent placements of youth who return to Rosedale Shelter periodically to

utilize an immediate safe intervention and a brief time-out while the family reaches out to community resources to assist with ongoing stabilization in the home. This assistance supports family reunification and provides support and relief to the family when professionals cannot be reached immediately for assistance, especially during evenings and weekends when family crisis may occur.

### **Success Story:**

In April of 2019, Amy was placed at Rosedale Shelter after disclosing abuse from her father to her school Counselor. She was not attending school regularly and often spent most of her school days in the office unable to focus on school work. When Amy arrived at Rosedale Shelter she was very shy, experienced high anxiety, suffered from several “seizure-like episodes” on a daily basis, and spoke so softly she could hardly be heard. Throughout her stay at Rosedale, Amy began to open up to staff and peers as she stated she felt safer at this time being away from her home. She began telling jokes, laughing, and speaking up for herself. Amy attended school at Rosedale in our on-site AEA classroom. She went from taking several breaks a day to attending school throughout the entire day. Her assigned Rosedale Shelter Caseworker assisted in scheduling her for Counseling services and medical appointments to assess potential medical issues causing the seizure-like episodes, as she had been experiencing them for several months and had not received medical attention prior to coming to Rosedale. Amy’s seizures ended during her last week at Rosedale, as she stated her anxiety was much lower. Amy’s Rosedale Caseworker assisted in getting approval for Amy to begin having contact and visits with her brother and sister-in-law, to increase her family support system. Amy’s transition plan upon arrival was family foster care. As her visits and contact with her brother and sister-in-law increased and continued to be healthy and positive, Amy’s Rosedale Caseworker began to advocate for placement with them instead of a family foster home. Amy’s DHS worker agreed to this plan and Amy was discharged to her brother and sister-in-law’s home from Rosedale Shelter. During our staff follow-up call a few days after her discharge from Shelter, Amy stated that she was loving being with her brother and sister-in-law. She stated that she would be starting back to her home school in a few days and was attending her Counseling appointments regularly and was really enjoying them.



# Treatment Services

**Program:** *YSS Family Counseling & Clinic*      **Submitted By:** *Andrea Dickerson*

## **Program Description:**

The YSS Family Counseling and Clinic, provides individual and family counseling, as well as medication management, substance use treatment, and Integrated Health Home services to the Story County community.

## **Number Served:**

- Story County Clients served in the Year: 532
- Story County Assessments completed in the Year: 663
- Story County Medication Appointments completed in the Year: 2211

## **Outcomes:**

Our No-Show rate for Story County decreased from 29% to 22% over a year, 13% under the industry average of 35%. This decline in the No-Show rate translates to more clients consistently returning to continue their treatment.

Mental Health Assessments completed in Story County increased 33% over the previous year, and 43% increase over the previous year (16/17)

## **Trends:**

The YSS Family Counseling and Clinic continued the growth that began in 2018. During the 2018/2019 FY a total of 663 mental health assessments were completed in Story County, which is a 33% increase over the previous year. Most of these assessments will result in long term client services.

Please note that in most areas of the program, the fourth quarter numbers for this fiscal year are still in progress but on track to meet or exceed numbers for the previous year. Overall, outpatient services have been on a track of continued growth that does not appear to be slowing at this time. It was assumed in the last report that we will reach an ultimate point of saturation based on population. However with the addition of new programs and added staff we continue to avoid the saturation point and work to meet the demands.

Our ability to meet the demand for medication prescribing services has improved over the previous year as well, with the current availability of four part time Advanced Practice Nurses and two part time Psychiatrists. In July 2019, YSS will be adding the services of a third Psychiatrist to meet demand. Our prescribers have increased services available to include cutting edge genetic testing, which tests for drug interactions and offers insight into alternative drug options.

In March of last year YSS Family Counseling and Clinic began offering STEPPS group treatment for adolescents and for young adults. This group treatment approach is specifically designed to address issues of emotional regulation which some clients struggle to achieve in their daily lives. The STEPPS program has been a great success and as a result we continue these groups every week, while exploring new groups to offer.

The Family Counseling and Clinic has increased our working relationship with Iowa State University. Over the past year the Clinic now offers on-campus substance use treatment. This treatment includes substance use evaluations, OWI evaluations and individual substance use counseling. YSS has also worked with Iowa State Counseling Services over the past year to provide students who need a higher level of care with services in our clinic office. These partnerships have been highly successful and will continue into the upcoming school year

## **Success Story:**

Our YSS City of Ames Crisis program began in August of 2018 and to date has served over 200 clients in need. With this program in place Ames residents are guaranteed immediate same day attention, which helps the overall community by lowering potential admissions to the Emergency Room, and attends to the needs of those with crisis counseling without delay. YSS has been fortunate enough to be given the opportunity to manage this program again for the 2019-2020 FY year.

May 2019



# Mentoring

SERVING BOONE AND STORY COUNTIES SINCE 1999

**YSS Mentoring thanks you for making a difference in the lives of youth in Boone & Story Counties! See you next school year!**

## End of Year Match Closure

Research suggests that when mentoring relationships are ended well they have longer lasting effects and positive outcomes for youth. The goal of YSS Mentoring is to keep pairs together for as long as possible. Remember that successful match closure is as important as the relationship itself.

**Whether it's the end of your match or the end of the school year, here are some steps for positive match closure:**

- **Be Honest** - Tell your mentee why you cannot continue even if it seems obvious
- **Reflect on the relationship** - Discuss each of your feelings on the experience together - Reminisce
- **Take time to celebrate** - Make the final meeting special - Exchange mementos
- **Fast Forward** - Talk about expectations/goals for following school year

As we come to the end of the school year, think ahead to your plans for next fall. Please make sure to inform your Facilitator regarding your desire to continue with the mentoring program.

## CURRENT NUMBERS

*(as of April 30)*

**Current Matches**  
**246**

**Youth Waiting**  
**76**

**Mentors in Process**  
**44**

## End of Year Evaluations

### Your Feedback is Important to Us!

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

**Click the link below to complete your mentor evaluation online!**

[YSS Mentoring Mentor Evaluation Form 2019](#)

## YSS Mentoring Advisory Council

The YSS Mentoring Advisory Council held two meetings in March. The group focused on identifying and developing goals for sustainability based on the Mentoring program SWOT Analysis. Program stakeholders were able to provide valuable resources and give feedback. The group discussed strengths as a way to take advantage of opportunities. Also discussed how to overcome weaknesses by looking at opportunities.

[Download Job Description](#)

### Fall Meetings 2019:

Tuesday, August 13 - 8:30 AM  
Thursday, August 15 - 4:00 PM

### Location:

YSS, 420 Kellogg Ave. Ames  
Please **RSVP to** [fwatkins@yss.org](mailto:fwatkins@yss.org)

### On the Agenda:

1. Introductions and Program Updates
2. Recruitment & Marketing Plan
3. YSS Mentoring 20th Anniversary Celebration Planning

# YSS Mentoring BINGO Night Highlights

## "Donut You Know, Drug Free is the Way to Go"

YSS Mentoring Bingo Night will take place on Thursday, April 11, 2019 at the Ames Middle School. The theme for this end of the year celebration was "Donut you know, Drug Free is the Way to Go". We took a "sweet" approach to spreading the ever important message of saying no to dangerous substances! Matches were provided a meal (including donuts) and ended the night with a few rounds of Bingo. Four Ames Police Department Officers even stopped by to interact with the matches and snap a few photos at the photo booth! All mentees went home with two prizes and a blanket donated by Story County Project Linus.



## Match Spotlight - Boone Mentoring

### Jarrett and Tony

Facilitator - Tracy Grail

Jarrett and Tony (Mr. C) are a first year match in Boone. These two have had a great first year and have especially enjoyed their out of school activities.

Jarrett says one of his favorite things they've done together was, "When I went and watched him play football, even though they lost by a field goal!" They also went to eat at Pizza Ranch after the tough loss. Tony says his favorite part is doing things he wouldn't do by himself or with his wife and getting to be himself outside of school, rather than a teacher.

Jarrett and Tony went to the ISU Women's basketball mentoring event in February. They accidentally sat in the wrong row at the game, but it worked out great when their row happened to be picked to win a keychain! In the future, they are hoping to have Jarrett come and help Mr. C at a high school track meet where he is a coach. They are both looking forward to being matched again next year!



## Mentee Spotlight - Ames Middle Mentoring

### Jolyn

Facilitator - Carla Roberts

I would like to spotlight one of our long time mentees. Jolyn has been in the YSS mentoring program since kindergarten. Jolyn got involved with mentoring when she lost her mom and her family thought mentoring would offer her some extra support at school. Jolyn said she had a few mentors over the years and though they were all really great she recalls Ally being her first mentor and Courtney, who graduated from ISU last year who being her longest mentor. Jolyn thought the best thing about mentoring was that she had a friend and a role model to look up to and that she got to see her mentor every week. This year she met with Emily, a new mentor, and they hit it off right away. Jolyn says the best thing about Emily is that she comes in with a smile on her face.



She is easy going and kind, and always willing to listen to whatever is going on in her day. She also added Emily a way of makes her giggle and sometimes you just need to do that.

Jolyn will age out of our program this year, but has expressed interest in becoming a mentor. I asked Jolyn, "Besides knowing how to play all the games, what has she taken from the program that she would like to give back to an elementary student." She said, "Everyone has something going on in their lives, and she believes that she can relate and listen." She knows that just being there, having someone to talk to, and feeling supported will help them with any situation they are going through.

Jolyn leaves us for Ames High School after having a good 8<sup>th</sup> grade year. She said she's been involved in chorus and drama. She had the leading role in the school play this fall. Next year some of the things Jolyn wants to be involved in are Chorus, Band, Theater she hopes to take advance math and science classes. We wish her the best and we know that she has so much to give back.

## School Calendars

### STORY COUNTY

#### AMES

Link to [Ames Schools Calendar](#)

#### BALLARD

Link to [Ballard Schools Calendar](#)

#### COLLINS-MAXWELL

Link to [Collins-Maxwell Schools Calendar](#)

#### GILBERT

Link to [Gilbert Schools Calendar](#)

#### NEVADA

Link to [Nevada Schools Calendar](#)

### BOONE COUNTY

#### BOONE

Link to [Boone Schools Calendar](#)

#### MADRID

Link to [Madrid Schools Calendar](#)

#### OGDEN

Link to [Ogden Schools Calendar](#)

#### REMINDER:

Match meetings end by Friday, May 24 for the current school year!

## Growth Mindset Training for Mentors

As a mentor you have a unique opportunity to instill a growth mindset.

Developed in collaboration with MENTOR. This toolkit can help you understand growth mindset and how to apply growth mindset strategies to many of the challenges that your mentee may face in life.

**Number of Lessons:** 17

**Time:** 60 minutes

**Topic 1:** What is a Growth Mindset

**Topic 2:** How Mentors Support Growth Mindset

**Topic 3:** Key Strategy: Using Growth Mindset Language

**Topic 4:** Key Strategy: Reframing Challenges, Failures, and Mistakes

**Topic 5:** Additional Tips and Strategies



[Access Toolkit](#)

## Upcoming Trainings Opportunities





## The Nurtured Heart Approach®

This 6 hour training is a relationship-focused methodology for helping children (and adults) build their positive outlook about themselves and use their intensity in successful ways.

The Nurtured Heart Approach® is more than just a parenting or educator behavior management strategy. It is a philosophy for creating healthy relationships with the people in your life.

**Training is from 9:00am – 3:00pm**  
*Lunch is provided*

**Wednesday, May 29** – Indianola

**Thursday, May 30** – Hampton

**Friday, June 7** – Boone (FULL)

*5 CEUs are Approval Pending*

## Play Therapy 101

This is a 3 hour training that will explore what Play Therapy is and what it is not.

Includes a How/When/Who referral process to find a local, certified Play Therapist. Additional resources will be available.

**This is a ½ day training**  
Food is not provided

**Thursday, May 23**  
9:00am – 12:15pm  
Marshalltown

**Friday, June 14**  
9:00am – 12:15pm  
Hampton

*3 CEUs are Approval Pending*

## Volunteer Opportunities

Do you have a **GREEN THUMB** and love being outside? Help beautify YSS Ames locations by becoming a landscaping/gardening volunteer!

**Description:** Assist the YSS maintenance team in gardening and upkeep existing plants/landscaping at various locations in Ames.

**Time Commitment:** Monday-Wednesday to start, then flexible. During daytime hours.

**Skills:** Enjoys the outdoors, able to lift 40 lbs., flexible, takes initiative, and capable of getting things done with little supervision.  
Email Sarina Flathers at [volunteercoordinator@yss.org](mailto:volunteercoordinator@yss.org) if you are interested or have questions

## SUMMER ENRICHMENT PROGRAMS

**Classroom Assistants:** Volunteers will assist with activities and instruction with a class of students, working alongside and supervised by the Lead Classroom Teacher. Each day, staff members will review the schedule prior to the start of the day. Volunteers should be comfortable interacting with young children and with a certain amount of flexibility in the daily schedule.

**Field Trip Assistants:** Field Trip Assistants to help make field trips safe, educational and fun. Help assist and provide instruction and supervision to the students. The dates will be shared soon.

**Collins-Maxwell** - June 3- July 11, M-TR, 8:15-12:15

**Nevada** - June 17- July 25, M-TR, 8:15-12:15

**Ames** - June 10- June 27, M-TR; times are varied

**For more information please visit the Volunteer Center Of Story County website.**

STAY CONNECTED



January 2019



# Mentoring

SERVING BOONE AND STORY COUNTIES SINCE 1999

## HAPPY NEW YEAR & Happy National Mentoring Month

Launched in 2002, National Mentoring Month focuses national attention on the need for mentors. All across the country mentoring programs and their partners dedicate the month of January to recognizing the important role mentors play in our lives.

Help us start 2019 off strong by taking part in our National Mentoring Month campaign. You can help us expand the mentoring movement by sharing the key speaking point below with friends and followers throughout January and beyond!

### National Mentoring Month Dates

- **January 4, 2019 – I Am a Mentor Day** - A day for volunteer mentors to celebrate their role and reflect on the ways mentees have enhanced their world.
- **January 17, 2019 – International Mentoring Day** - A day of international conversation on social media where photos, videos and messages of powerful mentoring stories are shared.
- **January 21, 2019 – Dr. Martin Luther King, Jr. Day of Service** - A day to share in the inspirational words of Dr. MLK, Jr. and elevate the spirit of service through volunteerism.
- **January 31, 2019 – #ThankYourMentor Day** - Join the [#ThankYourMentor Campaign](#) and show appreciation for someone whose guidance is valued. Click this link and utilize the [#ThankYourMentor sign template](#).

### Social Media Talking Points

1 in 3 young people are growing up without a mentor outside their family. This is the mentoring gap in America.

More than 80% of adults agree with government investment in mentoring, and more than two-thirds are already mentoring or willing to consider it.

Become a Mentor! It's only a one hour commitment, once a week! It's like a "recess" from work!

YSS Mentoring has over 100 youth seeking the presence of a caring adult. You can change that by becoming a mentor!

Mentoring has tangible effects. We have the data to prove it. [Read more about the Mentoring Effect](#)

**Don't forget to LIKE the [YSS Facebook page](#) and include these hashtags when posting on Facebook and Twitter!**

**#weareYSS  
#YSSMentoring  
#MentorIRL  
#MentoringMonth  
#ThankYourMentor**

## YSS Mentoring Advisory Committee Off to a Great Start!

The YSS Mentoring Advisory Committee had a great first two meetings. The group reviewed program strengths, weaknesses, opportunities and threats and also discussed recruitment ideas for National Mentoring Month. The YSS Mentoring team admires the work you do, and we are grateful to have the input of all our committee members.

Our next two meetings will take place on Tuesday, March 12 at 8:30 AM and Thursday, March 14 at 4:00 PM. Please attend the meeting that is most convenient for you!

Contact Feleecia Watkins at [fwatkins@yss.org](mailto:fwatkins@yss.org) for more information.

[Download Job Committee Description](#)

**Our Numbers  
SO FAR THIS  
YEAR . . .**

**157 Matches**

**109 Youth still  
seeking a  
Mentor**

**39 Mentors in  
process**

## Ballard Mentoring Match Event - Shop with a Cop!

Ballard Kiwanis Club sponsored the Annual SHOP WITH a COP event on Saturday December 8<sup>th</sup>, 2018. Ballard Community and YSS Mentoring students shopped with their mentors and local law enforcement. Mentees were treated to pizza and conversation with the Huxley Police Department and Story County Sheriff Department Officers. All then boarded a Ballard School bus and were transported to Wal-Mart in Ames for shopping for gifts for their families. Ballard Kiwanis donated money to the students, after shopping they returned to Ballard High School for wrapping and treats. One elementary mentee responded by saying, "I have never shopped with a Cop, before."



## School Spotlight Eastern Story County Mentoring

### A Message from New Nevada and Collins-Maxwell Mentoring Facilitator

**Greetings to the Mentoring Program Team, as well as our partners in the schools!**

I'm excited to be working with the Mentoring Program in Eastern Story County through YSS. Story County has been my home for the past seventeen years, and I'm thankful to have the opportunity to work in a job that invests in the children that live here. Some of the amazing kids in our county are already dealing with some heavy things. Let's partner together to ease that load a bit, by giving a child the chance to connect with role models and mentors that are committed to making that child feel valued.

Apart from this new role as a Mentoring Program Facilitator I am a stay at home mom to four children (ages 2-7), and a foster parent. I have a degree in education, and experience working with a variety of children from different backgrounds. YSS is such a great organization I'm happy to be on staff and I'm

excited to learn from you all as I step into this new position.

Best Regards,  
Emily Easton

## ISU Women's Basketball Game Match Event

**Saturday, February 23, 2019  
at 3:00 PM**

### ISU vs. Baylor

If you have any questions or concerns, please reach out to your mentoring facilitator.

**Permission Slips Reminders:** If you plan to meet with your student outside of school you need to have your facilitator approve the activity and send home a parent permission form to be signed. Once the form is signed and returned, you will give a copy to your facilitator and keep a copy for yourself. Your facilitator will also have to have a copy of your license and auto insurance card on file.

[Download Permission Slip](#)

**IT'S ISU  
BASKETBALL  
GAME TIME!**

50 FREE Tickets  
Available for YSS  
Mentoring Pairs

**SATURDAY, FEBRUARY 23  
at 3:00 PM**

ISU Women's Basketball  
vs. Baylor  
Tickets are first come, first  
served. Contact your  
facilitator for tickets.



**FREE CLONE CONES!**

## Important Dates

### STORY COUNTY

**AMES**

Link to [Ames Schools Calendar](#)

**BALLARD**

Link to [Ballard Schools Calendar](#)

**COLLINS-MAXWELL**

Link to [Collins-Maxwell Schools Calendar](#)

**GILBERT**

Link to [Gilbert Schools Calendar](#)

**NEVADA**

Link to [Nevada Schools Calendar](#)

### BOONE COUNTY

**BOONE**

Link to [Boone Schools Calendar](#)

**MADRID**

Link to [Madrid Schools Calendar](#)

**OGDEN**

Link to [Ogden Schools Calendar](#)

**WINTER WEATHER Reminders**

With winter just around the corner, we want to remind everyone to check for school closings & delays. If you are uncomfortable with the conditions, please don't drive to the school. Instead, call to let them know you aren't coming. **If you have any questions, don't hesitate to call your facilitator.**

## Growth Mindset Training for Mentors

As a mentor you have a unique opportunity to instill a growth mindset.

Developed in collaboration with MENTOR. This toolkit can help you understand growth mindset and how to apply growth mindset strategies to many of the challenges that your mentee may face in life.

**Number of Lessons: 17**  
**Time: 60 minutes**

- Topic 1:** What is a Growth Mindset
- Topic 2:** How Mentors Support Growth Mindset
- Topic 3:** Key Strategy: Using Growth Mindset Language
- Topic 4:** Key Strategy: Reframing Challenges, Failures, and Mistakes
- Topic 5:** Additional Tips and Strategies



**Access Toolkit**

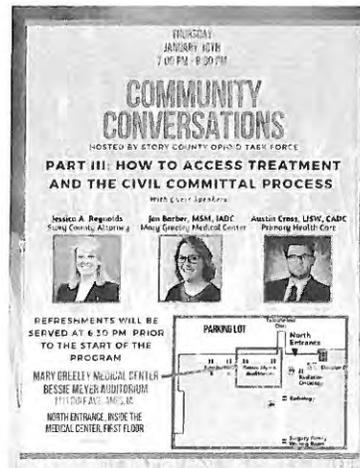
## Resources & Community Events



### The youth e-cigarette epidemic: 5 important things to know

After decades of drops in the youth smoking rate, e-cigarettes are now the most popular tobacco product among young people - and their popularity is growing. "E-cigarettes may be turning back the clock on the tremendous progress we've made in the ...

[Read more](http://truthinitiative.org)  
truthinitiative.org



### Community Conversations Hosted by Story County Opioid Task Force

Thursday, January 10, 2018 - 7:00-8:30 PM

**Part III:** How to Access Treatment and the Civil Committal Process

**Location:** Mary Greeley Medical Center  
Bessie Meyer Auditorium

## Prevention Through Mentoring

The Mentoring Team continues to partner with the Prevention Staff at YSS to encourage positive decision making with regards to substance abuse among our mentees. Children of parents who talk to their kids regularly about drugs and alcohol are

### Here are some tips for engaging your mentee in discussions:

- **Use teachable moments:** This can be from current events, movies they have watched, or any media that they are soaking it. Address the consequences of the actions observed by your mentee and make sure you listen to their thoughts and feelings on the issue. Correct any misinformation about drug use if necessary.
- **Keep conversations appropriate for your mentees age group:** Kindergarten through Fifth Graders should know very little, but establishing the caring relationship is important at that age. If specific questions are asked by the mentee, but supportive and help in any way you can. Middle School students will know a lot more, and begin to feel the pressure. This is when it is appropriate to start asking them the questions about their thoughts

42% less likely to use drugs than those who don't. As a mentor you can play that role. This most important point to make is always that you care about your mentee and would never want something bad to happen to them.

---

and feeling toward substance abuse.

- **Do not disclose personal information about your past:** They look up to you, but it is important to make sure the conversation is not about you and what you have, or have not done.
- **If you don't know, ASK:** If you are unsure how to answer a question your mentee has about substance abuse talk to anyone on the mentoring team and they will be able to provide you with the right information for your mentee. Misinformation is not helpful.
- **If your mentee shares with you that they are abusing, or being harmed by someone who is, make sure this information gets into the right hands and does not go unnoticed.** Ask the necessary questions and then contact the mentoring coordinator first and then they can decide if this is something that needs to be turned over to the school or law enforcement. The most important thing is to keep your mentee safe.

## Volunteer Opportunities



**Reggie's Sleepout** is coming back to Ames on **FRIDAY, April 26<sup>th</sup>** and we are looking for an intern and several committee members to join the team in mid-January. Below are the committees with open spots.

- Marketing/ Communications
- Camper Recruitment
- Volunteers
- Entertainment/Food
- Fundraising/Sponsorship

While it may not seem like it now, April will be here before you know it, so help us create a fun event and sign up to volunteer today!

Go to My Volunteer Page and select the Opportunities tab to sign up, or email me at [volunteercoordinator@yss.org](mailto:volunteercoordinator@yss.org).

STAY CONNECTED



# COLLINS-MAXWELL LIL' SPARTAN SUMMER CAMP

## PROGRAM INFORMATION

Dates: June 3- July 11

Monday-Thursday (NO Fridays)

- No program Thursday, July 4
- Program Time: 8:15am - 12:15pm
- Breakfast & Lunch served **free** to all youth

## "A UNIVERSE OF STORIES"

This summer reflects the library's nationwide theme of "A Universe Of Stories"! We are going to explore the areas of STREAM (Science, Technology, Reading, Engineering, Arts, and Math) each week and create a fun, educational "atmosphere" where youth learn and explore these topics. Our daily curriculum includes the areas of STEM, Arts/Crafts, PE, and Literacy.

## CONTACT

Kalli-Ann Kennel- Program  
Coordinator- 515.291.2770 //  
Kkennel@yss.org

## WANT TO BE INVOLVED?

We always encourage and appreciate parent/guardian support and volunteering! Please consider volunteering during the week or on field trip days!

## IMPORTANT DATES TO REMEMBER

- June 5** Field Trip to Iowa Gardening For Good in *Madrid, Iowa*
- June 13** Field Trip to Paragon International in *Nevada, Iowa*
- June 10** Video Presentation for community members, families, and friends at *Collins Elementary*

PLEASE SEE ATTACHED PERMISSION FORMS

## PROGRAM EXPECTATIONS

1. Do your best.
2. Be safe.
3. Be respectful.

We want the program to be fun for every child, youth, and volunteer that attends. We can do that if everyone follows these expectations for behavior and participation.

If a child is being dismissed, we need your **promise** that someone will come to the school within one hour of the phone call to pick up the child. They will **not be allowed to return**. No exceptions. We will hold firm to this. We must put the safety of all children and the volunteers first.

- Wear shoes and socks; no sandals
- We do NOT distribute medicine
- Youth are required to attend 75% of the program days
- (20/23 days)

# NEVADA FOOD FOR THOUGHT SUMMER ENRICHMENT CAMP

## PROGRAM INFORMATION

Dates: June 17- July 25

Monday-Thursday (NO Fridays)

- No program Thursday, July 4
- Program Time: 8:15am - 12:15pm
- Program Location: Nevada Middle School
- Breakfast & Lunch served **free** to all youth

## "A UNIVERSE OF STORIES"

This summer reflects the library's nationwide theme of "A Universe Of Stories"! We are going to explore the areas of STREAM (Science, Technology, Reading, Engineering, Arts, and Math) each week and create a fun, educational "atmosphere" where youth learn and explore these topics. Our daily curriculum includes the areas of STEM, Arts/Crafts, PE, and Literacy.

## IMPORTANT DATES TO REMEMBER

- June 18** Field Trip to Iowa Gardening For Good in *Madrid, Iowa*
- June 27** Field Trip to Paragon International in *Nevada, Iowa*
- July 8** Field Trip to Reiman Gardens in *Ames, Iowa*
- June 24** Video Presentation for community members, families, and friends at *Nevada Middle School!*

**PLEASE SEE ATTACHED PERMISSION FORMS**

## CONTACT

Kalli-Ann Kennel- Program  
Coordinator- 515.291.2770 //  
Kkennel@yss.org

## WANT TO BE INVOLVED?

We always encourage and appreciate parent/guardian support and volunteering! Please consider volunteering during the week or on field trip days!

## PROGRAM EXPECTATIONS

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- Wear shoes and socks; no sandals
- We do NOT distribute medicine
- Youth are required to attend 75% of the program days (20/23 days)



Keith Morgan, Coordinator

Melissa Spencer, Deputy Coordinator

Board of Supervisors Update

As Of June 14, 2019

**Response:**

-On April 8, 2019, the EMA responded along with Cambridge Fire to a semi-truck accident just north of the 102 Exit on I-35 that resulted in the release of approximately 30 gallons of diesel fuel from the saddle tank. The EMA facilitated spill reporting with the Iowa DNR.

-On April 25, 2019, two Story County employees brought two suspicious envelopes into the EMA offices. The EMA directly contacted the Nevada Fire Chief who confirmed the envelopes met the criteria of suspicious packages and he contacted the U.S. Postal Inspector who responded, donned protective gear, and opened the envelopes. The Postal Inspector determined the letters were not a threat. This event demonstrates the value of the suspicious package training conducted during the last Story County Safety Day.

-On May 16, 2019, the EMA responded with Cambridge Fire to a HAZMAT spill on HWY 210 east of Cambridge. A tractor pulling a farm implement ruptured a fuel line and spilled diesel fuel on an approximately 400 foot stretch of the highway. The EMA facilitated spill reporting with the Iowa DNR and clean-up with the Iowa DOT.

**Planning:**

Revisions of Emergency Support Function (ESF) 2/Communications and ESF 15/Public Information have been circulated for comments amongst agencies connected with these activities. There were no major revisions to ESF 2. The revision of the plan did spark a review of processes to access the emergency alert system, refreshing our understanding of this channel to communicate with citizens during a disaster. The revision for ESF 15 included additional information on social media operations. Social media during disasters will be a major information channel with the potential to either improve or hamper disaster response activities. The Deputy Coordinator has developed a Social Media policy specifically for Emergency Management and she has been working with the Story County Outreach and Special Projects Manager to develop better social media operations procedures.

The Coordinator has been assisting school districts with development of emergency operations plans to satisfy new planning requirements under Iowa Code 280.30. There have been multiple meetings with schools, fire and law enforcement. These meetings have been very useful in building awareness of the capabilities of all the partners involved in providing protection to these school. These plans must be adopted by the respective School Boards by this June 30<sup>th</sup>.

As a follow-up to after action items from the February Blizzard that closed I-35, the Deputy has been coordinating meetings to determine if there should be modification to current closure plans to attempt

**PREVENTION                  PREPAREDNESS                  RESPONSE                  RECOVERY                  MITIGATION**

Proudly serving the communities of:

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

to reduce truck traffic from parking along city streets. In parallel, she is working with Iowa DOT to identify better processes to communicate with truckers to direct them to the best parking areas available. Additionally, the EMA is exploring options to enhance our sheltering capabilities to ensure we have a responsive system capable of providing services regardless of environmental conditions.

The EMA is participating in the Story County Watershed Assessment Working Group with the objective of reducing flash flooding through storm water retention. As a part of membership of the working group, the Coordinator is working with the Ames Izaak Walton League to develop a capability to conduct monitoring of stream water quality.

### **Preparedness:**

#### **Training**

The Deputy spoke at the statewide Traffic Incident Management coordination group about the EMA's efforts to improve operations through our after action processes identified during the I-35 blizzard closure.

Both the Coordinator and Deputy attended Story County Sheriff's Office abduction training to both educate attendees on emergency management processes and resources and to familiarize our staff on abduction response procedures.

On April 9<sup>th</sup>, the Coordinator hosted a workshop on emergency management for jurisdictional executives. More important than the information presented was the interaction between participants which helped grow everyone's understand of what need to occur within and between jurisdictions to enhance disaster response capabilities within Story County.

On April 24<sup>th</sup>, the EMA and Local Emergency Planning Committee sponsored a presentation by Steve Flann from Vermeer. He detailed how his company's disaster preparation efforts were essential to their company's ability to protect a very large number of people on their facility during a major large public event and shift change. Despite wide-scale severe damage to many of their facilities by EF-3 tornadoes, only 8 people suffered minor injuries. During his presentation, Mr. Flann provided many tangible disaster preparation and response suggestions for homes and businesses.

Work continues by the Deputy to fully integrate new damage assessment procedures within Story County through the training sessions she presented for the jurisdictions.

The Coordinator attended a two day abduction workshop hosted by the STAR 1 search and rescue team. There were attendees from local law enforcement and STAR 1 members. A secondary benefit from the training was the identification of web based mapping software that could be easily adapted to disaster response command and control. Discussion were initiated with Story County and Ames GIS to evaluate the software for use in Story County.

#### **Exercises**

The EMA, dispatch agencies, and communities participated in the Statewide Tornado Drill on March 27th. The drill exercised the process to notify the dispatch agencies of severe weather warnings, processes for the dispatch agencies and the EMA to disseminate the warnings, the capability of dispatch to activate outdoor warning sirens, and recording any problems with actual activation of the sirens. 11/15 communities reported results for the drill, of those communities reporting, 42/45 sirens

activated. Corrective actions were taken by some of the communities and for others problems with activation are a known problem. The EMA will work with the vendor for the new paging system to ensure it is optimized as much as possible for siren activation.

The EMA participated in a table top exercise sponsored by Mary Greeley Medical Center to examine processes to deal with field workers contaminated with pesticides. The exercise was attended by local seed production operations and created a good dialog with an exchange of best practices.

### **Operations**

The EMA met with the new Department of Homeland Security Protective Services representative and was briefed on the resources he has to assist Story County agencies with security activities.

The Coordinator briefed the Board of Health on the implications should African Swine Fever be detected in the U.S. or Story County. There were discussion on the need for the Board to evaluate their capability to establish the functions needed to fulfill their responsibility per Iowa Code. Training on incident command structures and processes previously provided to the Board by emergency management was sent to two of the new members. The EMA looks forward to working with the Board to ensure they are prepared for African Swine Fever, other foreign animal disease outbreaks, or public health situations.

Work continues on the Command and Communications trailer. The development of communications structure for the trailer is running in parallel with the design of the County radio system. Major components of the communications plan are to have the ability to provide a non-public safety radio network, integration of users on the County radio system, and connectivity into the radio systems of the surrounding counties during in a large scale disaster. Additionally, the trailer is being outfit with mapping resources and administrative supplies.

### **Looking Forward**

Monitoring of severe weather is a continual task.

With the departure of Rick Sanders, we will be welcoming Supervisor Murken to the Emergency Management Commission. We also look at providing Supervisor Heddens information on emergency management when her schedule permits. The Commission will be electing a new Chair, and potentially a new Vice-Chair during the July meeting.

We are re-examining priorities to allow us to ensure we are focusing our where we can do the most good. Our office may need to restructure training and exercise support to try to establish a longer range calendar of activities which provides higher quality events that brings together multiple stakeholders for each event. This will hopefully increase interaction between jurisdictions and disciplines and provide a structured system of training and exercises that builds on previous events.

Our office moves right back into the planning mode with the start of the new fiscal year. We will be revising our plans for transportation, public works, logistics, energy, and hazardous materials in FY 20.

# CERTIFICATE OF APPOINTMENT OF CIVIL PROCESS SERVER

STATE OF IOWA, STORY COUNTY, ss.

I, Paul H. Fitzgerald, Sheriff of Story County, Iowa, do hereby constitute and appoint BriAnna E. Hardy as civil process server and do hereby authorize and empower him to do and perform in my name as such Civil Process Server, all acts and things that may lawfully be done by him as such Civil Process Server.

Given under my hand this 13th day of June, A.D. 2019



Paul H. Fitzgerald  
Sheriff of Story County

STATE OF IOWA, STORY COUNTY, ss.

I, BriAnna E. Hardy, having been appointed a Civil Process Server of Story County, under Paul H. Fitzgerald, Sheriff of Story County, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Iowa, and that I will faithfully and impartially, to the best of my ability, discharge all the duties of the office of Story County Sheriff in Story County, Iowa, as now or hereafter required by law.

Subscribed and sworn to before me, this 13th day of June, A.D. 2019



Notary



Above appointment approved by the Board of Supervisors of Story County, this 25th day of June, A.D. 2019



Chairperson to the Board of Supervisors

# CERTIFICATE OF APPOINTMENT OF CIVIL PROCESS SERVER

STATE OF IOWA, STORY COUNTY, ss.

I, Paul H. Fitzgerald, Sheriff of Story County, Iowa, do hereby constitute and appoint Nathaniel E. Belvo as civil process server and do hereby authorize and empower him to do and perform in my name as such Civil Process Server, all acts and things that may lawfully be done by him as such Civil Process Server.

Given under my hand this 13th day of June, A.D. 2019

  
Paul H. Fitzgerald  
Sheriff of Story County

STATE OF IOWA, STORY COUNTY, ss.

I, Nathaniel E. Belvo, having been appointed a Civil Process Server of Story County, under Paul H. Fitzgerald, Sheriff of Story County, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Iowa, and that I will faithfully and impartially, to the best of my ability, discharge all the duties of the office of Story County Sheriff in Story County, Iowa, as now or hereafter required by law.

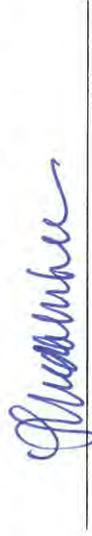
Subscribed and sworn to before me, this 13th day of June, A.D. 2019





Notary

Above appointment approved by the Board of Supervisors of Story County, this 25th day of June, A.D. 2019



Chairperson to the Board of Supervisors

# CERTIFICATE OF APPOINTMENT OF CIVIL PROCESS SERVER

STATE OF IOWA, STORY COUNTY, ss.

I, Paul H. Fitzgerald, Sheriff of Story County, Iowa, do hereby constitute and appoint Vanessa M. Borwick as civil process server and do hereby authorize and empower him to do and perform in my name as such Civil Process Server, all acts and things that may lawfully be done by him as such Civil Process Server.

Given under my hand this 13th day of June, A.D. 2019



Paul H. Fitzgerald  
Sheriff of Story County

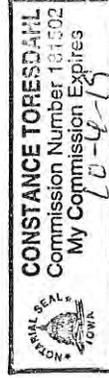
STATE OF IOWA, STORY COUNTY, ss.

I, Vanessa M. Borwick, having been appointed a Civil Process Server of Story County, under Paul H. Fitzgerald, Sheriff of Story County, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Iowa, and that I will faithfully and impartially, to the best of my ability, discharge all the duties of the office of Story County Sheriff in Story County, Iowa, as now or hereafter required by law.

Subscribed and sworn to before me, this 13th day of June, A.D. 2019



Notary



Above appointment approved by the Board of Supervisors of Story County, this 25th day of June, A.D. 2019



Chairperson to the Board of Supervisors

# CERTIFICATE OF APPOINTMENT OF CIVIL PROCESS SERVER

STATE OF IOWA, STORY COUNTY, ss.

I, Paul H. Fitzgerald, Sheriff of Story County, Iowa, do hereby constitute and appoint Michael T. Wittrock as civil process server and do hereby authorize and empower him to do and perform in my name as such Civil Process Server, all acts and things that may lawfully be done by him as such Civil Process Server.

Given under my hand this 13th day of June, A.D. 2019



Paul H. Fitzgerald  
Sheriff of Story County

STATE OF IOWA, STORY COUNTY, ss.

I, Michael T. Wittrock, having been appointed a Civil Process Server of Story County, under Paul H. Fitzgerald, Sheriff of Story County, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Iowa, and that I will faithfully and impartially, to the best of my ability, discharge all the duties of the office of Story County Sheriff in Story County, Iowa, as now or hereafter required by law.

Subscribed and sworn to before me, this 13th day of June, A.D. 2019



Notary

Above appointment approved by the Board of Supervisors of Story County, this 25th day of June, A.D. 2019



Chairperson to the Board of Supervisors

# CERTIFICATE OF APPOINTMENT OF CIVIL PROCESS SERVER

STATE OF IOWA, STORY COUNTY, ss.

I, Paul H. Fitzgerald, Sheriff of Story County, Iowa, do hereby constitute and appoint Rameal A. Cooper as civil process server and do hereby authorize and empower him to do and perform in my name as such Civil Process Server, all acts and things that may lawfully be done by him as such Civil Process Server.

Given under my hand this 13th day of June, A.D. 2019



Paul H. Fitzgerald  
Sheriff of Story County

STATE OF IOWA, STORY COUNTY, ss.

I, Rameal A. Cooper, having been appointed a Civil Process Server of Story County, under Paul H. Fitzgerald, Sheriff of Story County, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Iowa, and that I will faithfully and impartially, to the best of my ability, discharge all the duties of the office of Story County Sheriff in Story County, Iowa, as now or hereafter required by law.

Subscribed and sworn to before me, this 13th day of June, A.D. 2019



Notary

Above appointment approved by the Board of Supervisors of Story County, this 25th day of June, A.D. 2019



Chairperson to the Board of Supervisors

BOARD OF SUPERVISORS RESOLUTION #19-130  
FAMILY FARM CREDIT ASSESSMENT YEAR 2018

WHEREAS, pursuant to Sections 425 and 427 of the *Code of Iowa*, the Assessors of Story County and the City of Ames have delivered all signed Family Farm Credit applications to the Story County Auditor, and

WHEREAS, the Assessors of Story County and the City of Ames previously had reviewed all claims and recommended to the Story County Board of Supervisors, each to be allowed or disallowed

BE IT HERE RESOLVED, that the claims on file in the Office of the Auditor of Story County, Iowa be allowed as recommended, with the following exception:

PLUNKETT, GARY D & SONJA L      PARCEL 1526300130

BE IT FURTHER RESOLVED that the Auditor shall have no corrections to the list of taxes to be collected during the fiscal year ending June 30, 2020.

MOTION BY: Olson      SECOND BY: Heddens

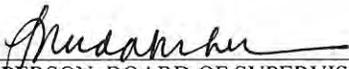
THOSE VOTING AYE: Olson, Heddens, Murken

THOSE VOTING NAY: None

THOSE NOT VOTING: None      THOSE ABSENT: None

IT WAS HEREBY RESOLVED ON THE 25TH DAY OF JUNE, 2019

AT NEVADA, STORY COUNTY, IOWA.

  
CHAIRPERSON, BOARD OF SUPERVISORS

  
STORY COUNTY AUDITOR

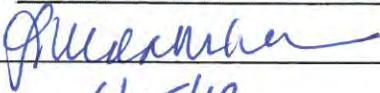




Iowa Communities Assurance Pool

*REVISED*  
**Commitment to  
Continue Membership**

I, Story County, do hereby affix my signature to this form and promise to submit the contribution of \$273,663.00 (less attached vouchers if applicable) by 7-11-19. In order to fulfill this commitment, our payment will be received by the Iowa Communities Assurance Pool, at the address on this form, no later than 7-20-19.

Printed Name Linda Murken  
Signature   
Date 6/25/19

Iowa Communities Assurance Pool  
5701 Greendale Road  
Johnston, IA 50131



Iowa Communities Assurance Pool  
**REVISED**  
 Member Invoice

Member Name: Story County  
 Policy Number: R0432PC2019-2

Anniversary Date: 07/01/2019

<u>Coverage</u>	<u>Limit of Coverage</u>	<u>Contribution</u>
General Liability	\$2,000,000	\$41,740
Auto Liability	\$2,000,000	\$17,015
Law Enforcement Liability	\$2,000,000	\$53,256
Public Officials Liability	\$2,000,000	\$20,583
Excess Liability	\$13,000,000	\$40,642
Property	\$67,218,485	\$80,662
Equipment Breakdown	Included	Included
Crime	\$5,000	\$0
Marketing and Administration Fees		\$19,765
<b>TOTAL CONTRIBUTION</b>		<b>\$273,663</b>

**MAKE CHECKS PAYABLE TO IOWA COMMUNITIES ASSURANCE POOL ON OR BEFORE:  
 07/01/2019**

ICAP accepts online payments! To pay your invoice online, please visit [www.icapiowa.com](http://www.icapiowa.com), click "Pay Now" at top right of home page and follow the instructions provided. There is no fee for paying online. If preferred, members may also issue a check payable to the Iowa Communities Assurance Pool. Please note: providing a check as payment authorizes us to either use the information from your check to make a one-time electronic fund transfer (EFT) from your account or process the payment as a check transaction. If you have questions or wish to discuss, please contact the ICAP office via 1-800-383-0116.

5701 Greendale Road  
Johnston, IA 50131

Number 0432

In recognition of  
continued ICAP  
membership

Story County

Date 6/30/19

\$ 29,338.56

Twenty-nine Thousand Three Hundred And Thirty-eight Dollars And Fifty-six Cents

FOR: Member Distribution Redemption

THE ICAP BOARD OF DIRECTORS

Not Negotiable

Voucher must be applied with current year anniversary invoice

VOID VOID VOID VOID VOID

VOID VOID VOID VOID VOID

Proxy

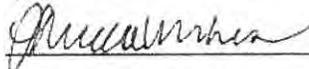
Be it known, that the undersigned representative of the Governmental Sub-Division (hereafter referred to as MEMBER) by resolution of the governing body, a copy of which is attached hereto, hereby nominates and appoints the following individual and alternate to represent the MEMBER with the Iowa Communities Assurance Pool (hereinafter referred to as the POOL). The individual and alternate shall act as liaison between MEMBER and the POOL for the purposes of relating risk reduction and loss control information, and any other loss information or instructions concerning the obligations of the MEMBER imposed by signing the Iowa Risk Management Agreement and the rules and regulations established thereunder, to the same extent and with like effect as the undersigned thereunder, to the same extent as the undersigned could do if personally present and the undersigned does hereby ratify and confirm and adopt all action done or taken by the individual or alternate.

Primary Contact:	<u>Linda Murken</u>	Alternate Contact:	<u>Lauris Olson</u>
Title:	<u>Chair</u>	Title:	<u></u>
PO Box:	<u></u>	PO Box:	<u></u>
Street:	<u>900 6th St.</u>	Street:	<u>900 6th St.</u>
City, State, Zip:	<u>Nevada IA 50201</u>	City, State, Zip:	<u>Nevada IA 50201</u>
Email:	<u>lmurken@storycountyiowa.gov</u>	Email:	<u>lolson@storycountyiowa.gov</u>
Telephone:	<u>5153827202</u>	Telephone:	<u>5153827203</u>

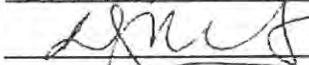
In witness whereof, this proxy was executed on the 28<sup>th</sup> day of May, in the year 2019, by the undersigned duly authorized officers of the Governmental Subdivision indicated below:

Governmental Subdivision: Story County

Member ICAP #: 432

By: 

Title: CHAIR, BO OF SUPERVISORS

By: 

(City Clerk/County Auditor/Board Secretary)



Anniversary Information Acknowledgement

The undersigned representative of the Story County acknowledges that he/she:

- Reviewed the information provided on all Iowa Communities Assurance Pool applications and all applicable supplemental applications.
Reviewed all applicable property and vehicle schedules.
Confirms, to the best of his/her knowledge, that all information provided is complete and accurate.
Reviewed the optional coverage(s) offered by the Iowa Communities Assurance Pool for increased limits. After consideration of the coverage(s) offered and the contribution for same, Story County has elected to:

N/A

- Waive any and all coverage(s) and any applicable contribution charges. Story County understands that to add increased limits coverage in the future, it will be subject to Iowa Communities Assurance Pool's approval and underwriting guidelines at the time of the request and that such request must be made in writing. In addition, Story County will not hold the Iowa Communities Assurance Pool responsible for this decision to waive optional coverage(s).

- Accept the increased limits: (Limit of Liability Accepted)

Executed on the 25 day of June, in the year 2019, by the undersigned duly authorized officer of the Governmental Subdivision Story County indicated below:

By: [Signature]

Title: Board Chair

Member: Story County
Member Number: 0432
Anniversary Date: 07/01/2019



O'Halloran INTERNATIONAL

**PURCHASE ORDER FOR NEW OR USED COMMERCIAL VEHICLES**

Seller: O'Halloran International, Inc. P.O. Box 1804 Des Moines, Iowa 50306

Vehicles To Be Titled As Follows:

Date: 06/18/19

Purchaser's Name: STORY COUNTY

Purchaser's Phone #: 641-382-7355 / Cell 515-450-1195 Charlie Carsrud

Purchaser's Address: 837 N AVE

City: NEVADA

State: IOWA ZIP 50201

County: STORY COUNTY

Base Pricing & Delivery Information Including Applicable Federal Excise Tax:

Purchaser's P.O. #                     

Qty	Year	New Used	Make	Model	VIN Serial # or Proposal #	Body Type	Stock #	Price Each
1	2020	NEW	INTL	HV507 4x2	PROPOSAL 16555 Dated 05/01/19	DUMO/PLOW	Single Axle	\$ 182,191.00
1	2020	NEW	INTL	HV507 4x2	PROPOSAL 16555 Dated 05/01/19	DUMO/PLOW	Single Axle	\$ 182,191.00
1	2020	NEW	INTL	HV507 6x4	PROPOSAL 16831 Dated 05/01/19	DUMO/PLOW	Tandem Axle	\$ 214,236.00

Delivery Location for this purchase: STORY COUNT NEVADA SHOP Delivery on or about: March 1, 2020

Please Provide Complete Address

Other Equipment Included: \_\_\_\_\_

Payment Terms: **PAYMENT WILL BE DUE 10 DAYS FOLLOWING DELIVERY OF THE COMPLETED UNIT**

Trade Units

Fleet Number					
Vehicle Make					
Year & Model					
Serial Number					
Mileage					
Engine					
Transmission					
Body Type					
Allowance	\$ -				
Amount Owng	\$ -				
Owed To					
Net Allowance	\$ -	\$ -	\$ -	\$ -	\$ -

PRICE SUMMARY

Processing Fees	\$ -
Purchase Price	\$578,618.00
Federal Excise Tax	\$ -
License/ Title Fees Ton=Mbnt h	\$ -
** Price Per Unit	\$578,618.00
Number of Units	
Total Price	\$ -
Trade Allowance	\$ -
Trade Difference	\$ -
Sales Tax	0.00% \$ -
Net Cash Price	\$ -
Down Payment	\$ -
Due On Delivery	\$ -

**DISCLAIMER OF WARRANTY:** If there is a manufacturer's warranty on the vehicle(s) you are buying, the dealer is not a party to it and it is not a part of this contract. The manufacturer's warranty is between you and the manufacturer. As far as the dealer is concerned, you understand that the vehicle is sold "As Is" with all faults and that we make no warranty of merchantability and no warranty that the vehicle is fit for any particular purpose.

Accepted by O'Halloran Bob Kayser Date 06/18/2019

Order Taken By Bob Kayser Date 06/18/2019

[Signature] Date 06/25/2019

\_\_\_\_\_ Date \_\_\_\_\_

Buyer's Signature

Co-Buyer's Signature

Recommended for approval by:

[Signature]

Darren R. Moon, P.E. Date \_\_\_\_\_

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 Roland, 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.\***

JM Check and 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: 515-460-4475.

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, 2019, and terminating on June 30, 2020. 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] 6/25/19  
Chairperson Date

City of Roland

By: [Signature]  
Mayor Date 6-7-19

ATTEST

[Signature] 6/25/19  
Auditor Date

[Signature] 6/10/19  
Clerk Date

Story County Animal Control

By: [Signature]  
Animal Control Director Date 6/25/19

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.\***

  D   Check and 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 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, 2019, and terminating on June 30, 2020. 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: *Mudankhen* 6/25/19  
Chairperson Date

City of Cambridge

By: *Stan Howard* 6/3/2019  
Mayor Date

ATTEST

*Kurt* 6/25/19  
Auditor Date

*Susan L. Thompson* 6/3/2019  
Clerk Date

Story County Animal Control

By: *Francesca Caskey*  
Animal Control Director Date 6/25/19

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 Maxwell, 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.\***

*SP* Check and 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: 515 215 0153.

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, 2019, and terminating on June 30, 2020. 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] 6/25/19  
Chairperson Date

City of Maxwell

By: [Signature] 6/4/19  
Mayor Date

ATTEST

[Signature] 6/25/19  
Auditor Date

[Signature] 6-4-19  
Clerk Date

Story County Animal Control

By: [Signature]  
Animal Control Director Date 6/25/19

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 Zearing, 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.\***

KUD Check and 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: 641-352-0469.

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, 2019, and terminating on June 30, 2020. 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] 6/25/19  
Chairperson Date

City of Zearing

By: [Signature] 6-11-19  
Mayor Date

ATTEST

[Signature] 6/25/19  
Auditor Date

[Signature] 6-11-19  
Clerk Date

Story County Animal Control

By: [Signature]  
Animal Control Director Date 6/25/19



# STORY COUNTY

## Facilities Management

**JOBY BROGDEN**

Director

515.382.7401

**JON EICKHOLT**

Assistant

515.382.7402

Story County Administration

900 6<sup>th</sup> St.

Nevada, Iowa 50201

515.382.7404 FAX

DATE: June 19, 2019

TO: Board of Supervisors

FROM: Joby Brogden *JB*

RE: Change Order for Story County Animal Shelter Remodel

This change order is for fourteen additional construction items for the Animal Shelter Remodel project that are outside of the scope of work covered under the construction contract.

COR# 30-002 is to add heavy duty hinges to the exterior doors. It was necessary to add the heavy duty hinges due to the over-sized 48' doors.

COR# 30-003 is to add reinforcement to the exterior door to accommodate door closures. This was done to allow for adding keyless entry to the facility.

COR 1 is a credit for a reduction in total fencing used on the project.

COR# 30-005 is for extra material needed for door openings due to wall thickness being greater than the industry standards.

COR 3 is the cost associated with adding the vinyl clad tile in the public areas of the building.

COR 4-R1 is to add a receptacle for a clothes dryer in the staff restroom.

COR 5 is to add epoxy floor sealer to seams in the existing concrete floor to maintain a level surface.

COR 6 is to add a door for the cat room that is directly off the public entry and to add stainless steel door plates on all the doors in the animals areas.

COR 7 is for concrete repairs to the existing floor to allow for a level surface in the new door openings.

COR 10 is to add new drop ceilings in four of the existing rooms. The existing ceilings needed to be removed to allow for adequate space to install new duct work.

COR 11 is a credit for the reduction in the scope of work outlined in the contract.

CIP 4 is a credit for skid loader work performed by Facilities Management.

COR 13 is to add an emergency light in the back hallway of the building.

COR 14-R1 is for changing the specified entrance door thresholds to a wider custom order threshold. This was required due to the method in which the existing concrete floor poured.

The cost for these changes and upgrades are reasonable and in-line with the current industry standards, therefore, I recommend payment of the additional charges.

# AIA<sup>®</sup> Document G701<sup>™</sup> – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> Story County Animal Shelter Remodel 2018	<b>CONTRACT INFORMATION:</b> Contract For: General Construction Date: June 20, 2018	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 1 Date: June 5, 2019
<b>OWNER:</b> <i>(Name and address)</i> Story County Board of Supervisors 900 Sixth Street Nevada, IA 50201	<b>ARCHITECT:</b> <i>(Name and address)</i> Roseland, Mackey, Harris Architects, PC 1615 Golden Aspen Drive, Suite 110 Ames, IA 50010	<b>CONTRACTOR:</b> <i>(Name and address)</i> HPC, L.L.C. 120 North Sherman Avenue Ames, IA 50010

**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.)*

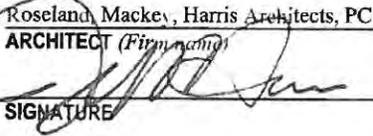
Refer to attached Change Order Request Summary.

The original Contract Sum was	\$ 402,500.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 402,500.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 14,500.00
The new Contract Sum including this Change Order will be	\$ 417,000.00

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

**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.**

Roseland, Mackey, Harris Architects, PC <b>ARCHITECT</b> <i>(Firm name)</i>  SIGNATURE	HPC, L.L.C. <b>CONTRACTOR</b> <i>(Firm name)</i>  SIGNATURE	Story County Board of Supervisors <b>OWNER</b> <i>(Firm name)</i>  SIGNATURE
Jeffrey S. Harris, AIA PRINTED NAME AND TITLE 6/10/19 DATE	CURTIS PIKE, MANAGER PRINTED NAME AND TITLE 6/12/19 DATE	LINDA MURKEN, BO. CHR. PRINTED NAME AND TITLE 6/25/19 DATE

**Change Order Request Summary**

**PROJECT:** Story County Animal Shelter Remodel 2018  
**OWNER:** Story County Board of Supervisors  
**CONTRACTOR:** HPC, L.L.C.  
**ARCHITECT:** RMH Architects

<b>COR#</b>	<b>DATE SUBMITTED</b>	<b>DESCRIPTION</b>	<b>CHANGE AMOUNT</b>
30-002	8/1/2018	Switch To Heavy Weight Hinges	\$ 200.00
30-003	8/1/2018	Add Reinforcing For Closers	\$ 200.00
COR 1	8/27/2018	Dog Enclosure & Fence Changes	\$ (1,384.00)
30-005	8/28/2018	Material Add Due To Wall Thickness	\$ 419.00
COR 3	11/2/2018	Flooring Changes	\$ 6,035.00
COR 4-R1	11/30/2018	Add Washer and Dryer Hookup - Electric Only	\$ 942.00
COR 5	11/2/2018	Epoxy Floor Joint Sealants	\$ 1,666.00
COR 6	11/27/2018	Added Door and Armor Plates	\$ 2,933.00
COR 7	1/17/2019	Repairs to Concrete Sub-Floor at New Wall Openings	\$ 414.00
COR 10	12/19/2018	New Ceilings at Rooms 117, 118, 119, 120	\$ 4,024.00
COR 11	4/3/2019	General Scope Reduction	\$ (1,544.00)
CIP 4	12/10/2018	Credit For Use Of Owner's Skid Loader	\$ (400.00)
COR 13	12/28/2018	Added Emergency Light	\$ 309.00
COR 14-R1	1/17/2019	Door Threshold Changes	\$ 686.00

**NET CHANGE BY CHANGE ORDERS \$ 14,500.00**

**ORIGINAL CONTRACT SUM \$ 402,500.00**

**CONTRACT SUM TO DATE \$ 417,000.00**



# STORY COUNTY

## Facilities Management

**JOBY BROGDEN**

Director  
515.382.7401

**JON EICKHOLT**

Assistant  
515.382.7402

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

Nevada, Iowa 50201  
515.382.7404 FAX

DATE: June 19, 2019

TO: Board of Supervisors

FROM: Joby Brogden *JB*

RE: Story County Animal Shelter Remodel

The substantial completion represents that the work is substantially complete and can be utilized for its intended purpose by the Owner/Tenant. This document establishes the date of April 4, 2019 as the date for commencement of all warranties for the work.

RMH Architects have received all the close-out documents and have recommended final payment.

Punch list items are complete, therefore, I recommend signing the substantial completion certificate.

## Certificate of Substantial Completion

<b>PROJECT:</b> <i>(name and address)</i> Story County Animal Shelter Remodel 2018	<b>CONTRACT INFORMATION:</b> Contract For: General Construction Date: June 20, 2018	<b>CERTIFICATE INFORMATION:</b> Certificate Number: 1 Date: 4/4/19
<b>OWNER:</b> <i>(name and address)</i> Story County Board of Supervisors 900 Sixth Street Nevada, IA 50201	<b>ARCHITECT:</b> <i>(name and address)</i> Roseland, Mackey, Harris Architects 1615 Golden Aspen Drive, Suite 110 Ames, IA 50010	<b>CONTRACTOR:</b> <i>(name and address)</i> HPC, L.L.C. 120 North Sherman Avenue Ames, IA 50010

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.  
*(Identify the Work, or portion thereof, that is substantially complete.)*

Roseland, Mackey,  
Harris Architects, PC



Jeffrey S. Harris,  
AIA

4/4/2019

ARCHITECT *(Firm Name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE OF SUBSTANTIAL COMPLETION

### WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:  
*(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)*

### WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:  
*(Identify the list of Work to be completed or corrected.)*  
Punch List dated 2/21/2019 and Punch List dated 4/4/2019.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within thirty (30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$N/A

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

*(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)*  
Owner assumes all responsibilities as of 5:00pm

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

HPC, L.L.C.

CONTRACTOR *(Firm Name)*

Story County Board of  
Supervisors

OWNER *(Firm Name)*

SIGNATURE



SIGNATURE

CURTIS PIKE, MGR.

PRINTED NAME AND TITLE

LINDA MURKEN, BO CHR

PRINTED NAME AND TITLE

DATE

DATE

6-12-19

6/25/19

Closure No. 19-55

Date June 20, 2019

## Resolution

### BE IT RESOLVED

By the Board of Supervisors of Story County, Iowa, to approve the road Closure(s) for the purpose of Construction in section 36 Washington Twp 03 Grant Twp on

560th Ave is closed between 280th St and 265th St due to Construction.

Motion by: Olson Seconded by: Heddens

Olson	<input checked="" type="checkbox"/>	Aye	Heddens	<input checked="" type="checkbox"/>	Aye	Murken	<input checked="" type="checkbox"/>	Aye
		Nay			Nay			Nay
		Absent			Absent			Absent



Story County Board of Supervisors

## STORY COUNTY UTILITY PERMIT

Date 6/18/19

To the Board of Supervisors, Story County, Iowa:

The Alliant Energy IP&L Company, incorporated under the laws of authorize to do business within the State of Iowa, with its principal place of business at 1284 XE Place 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 electrical on secondary route Old Bloomington Rd, from Stagecoach Rd to Dayton Ave, a distance of 0.65 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:

Placing 1 phase 1 AL underground conductor starting east of Dayton Rd and extending west along the south side of Old Bloomington Rd. All road and river crossings will be buried via directional bore and placed in 2" duct while all other conductor will be placed via plowing along the shoulder of Old Bloomington Rd. Equipment being placed will include 1 phase fused junction boxes and 1 phase pad mounted transformers, all placed at the back edge of the ROW

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

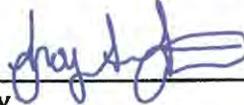
Whenever a cross road culvert or bridge is encountered along the route of the proposed cable lines, said cable shall be constructed around the ends of said cross road culvert or bridge even though this looping is not designated on the situation plans attached hereto.

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.

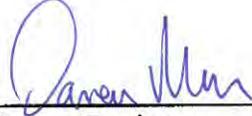
Date 06-11-2019

Alliant Energy IP&L - Troy Foreman  
Name of Company (Applicant - Permittee)

by  515-268-3421  
Phone no.

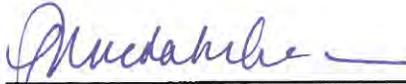
Recommended for Approval:

Date 6-18-19

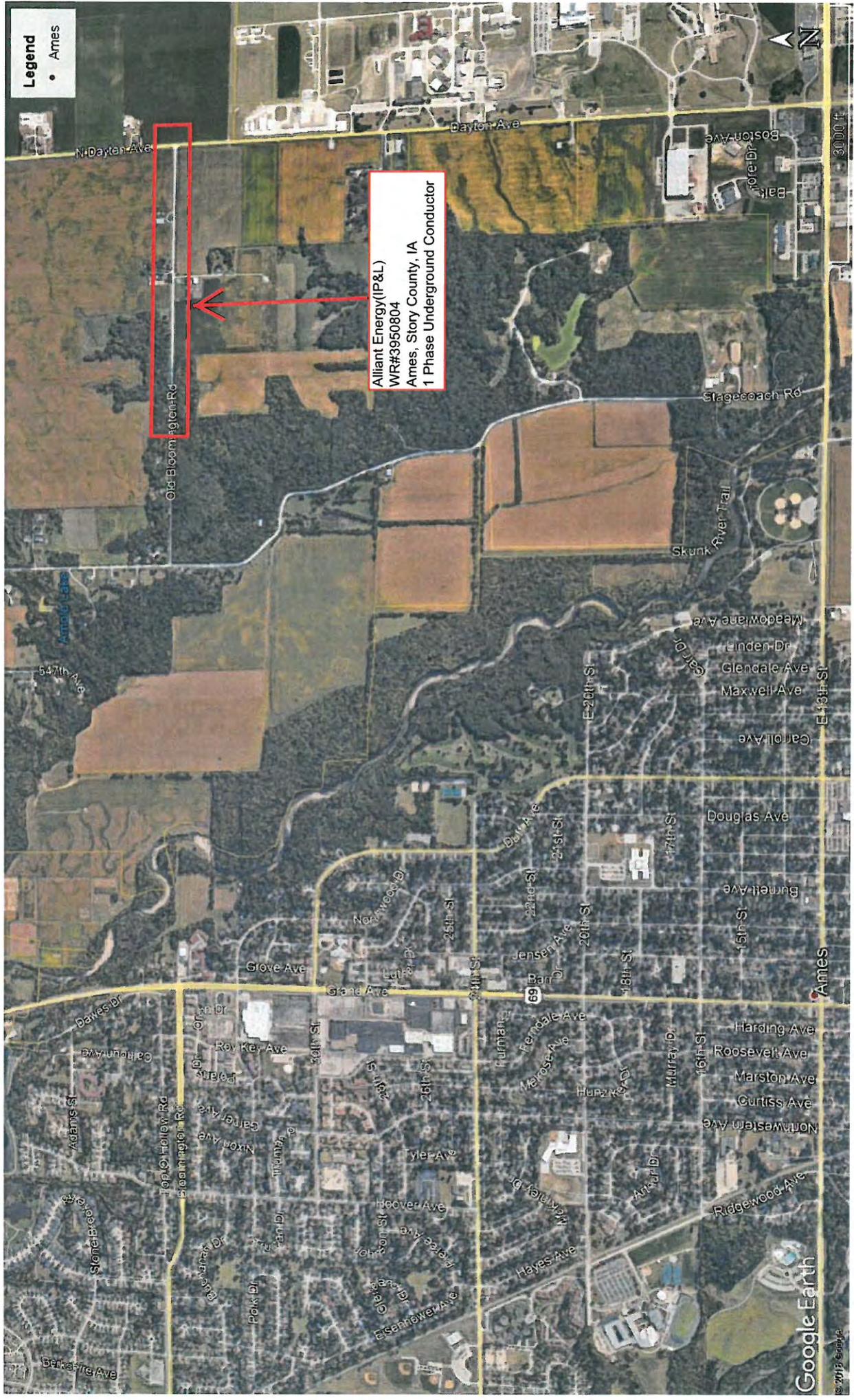
 515-382-7355  
County Engineer Phone no.

Approved:

Date 6/25/19

  
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.



**Legend**  
• Ames

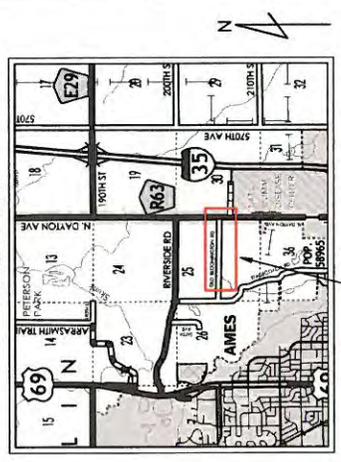
Alliant Energy(IP&L)  
WR#3950804  
Ames, Story County, IA  
1 Phase Underground Conductor

Google Earth

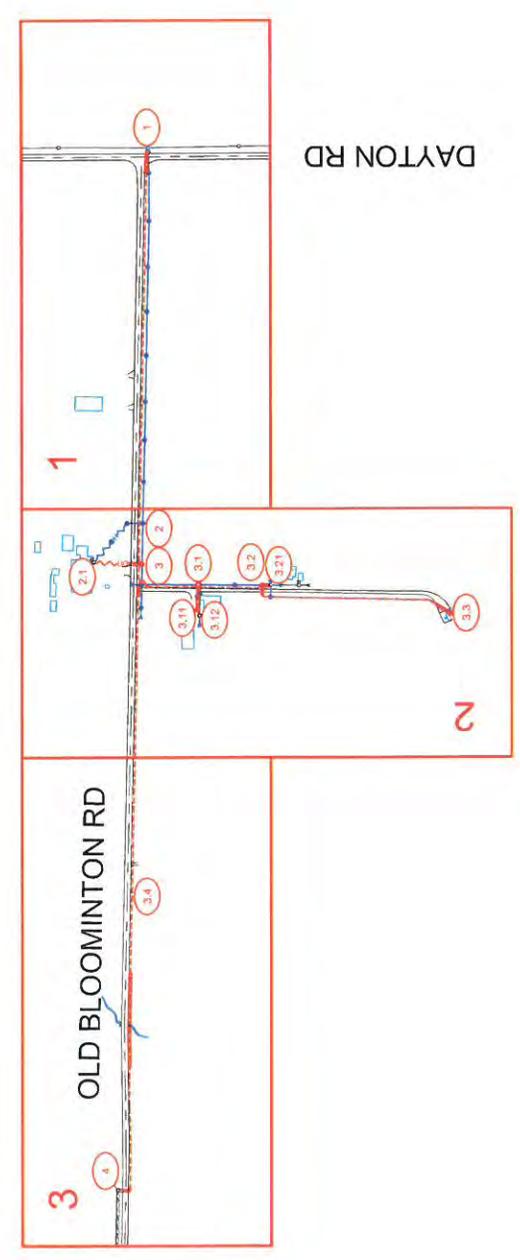
© 2018 Google

UTILITIES SHOWN ON THIS PLAN ARE INDICATED IN ACCORDANCE WITH AVAILABLE RECORDS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING EXACT LOCATIONS AND DEPTHS OF ALL UTILITIES FROM FIELD VERIFICATION AND CONTACT WITH UTILITY OWNERS. CONTRACTOR IS TO FOLLOW NESC CODE AND ALL ILLINOIS ELECTRICAL CONSTRUCTION STANDARDS AT ALL TIMES. GROUNDING AND BONDING VERIFICATION IS REQUIRED PRIOR TO CONSTRUCTION. RIGHT OF WAY AND PARCELS ARE DEPICTED IN ACCORDANCE WITH AVAILABLE COUNTY GIS DATA. EXACT, SOME INTENDED STRUCTURE LOCATIONS AND DIRECTIONS ARE MANIPULATED FOR DRAWING NEATNESS AND CLARITY. FIELD VERIFICATION IS REQUIRED PRIOR TO CONSTRUCTION. RIGHT OF WAY AND PARCELS ARE DEPICTED IN ACCORDANCE WITH AVAILABLE COUNTY GIS DATA.

VICINITY MAP

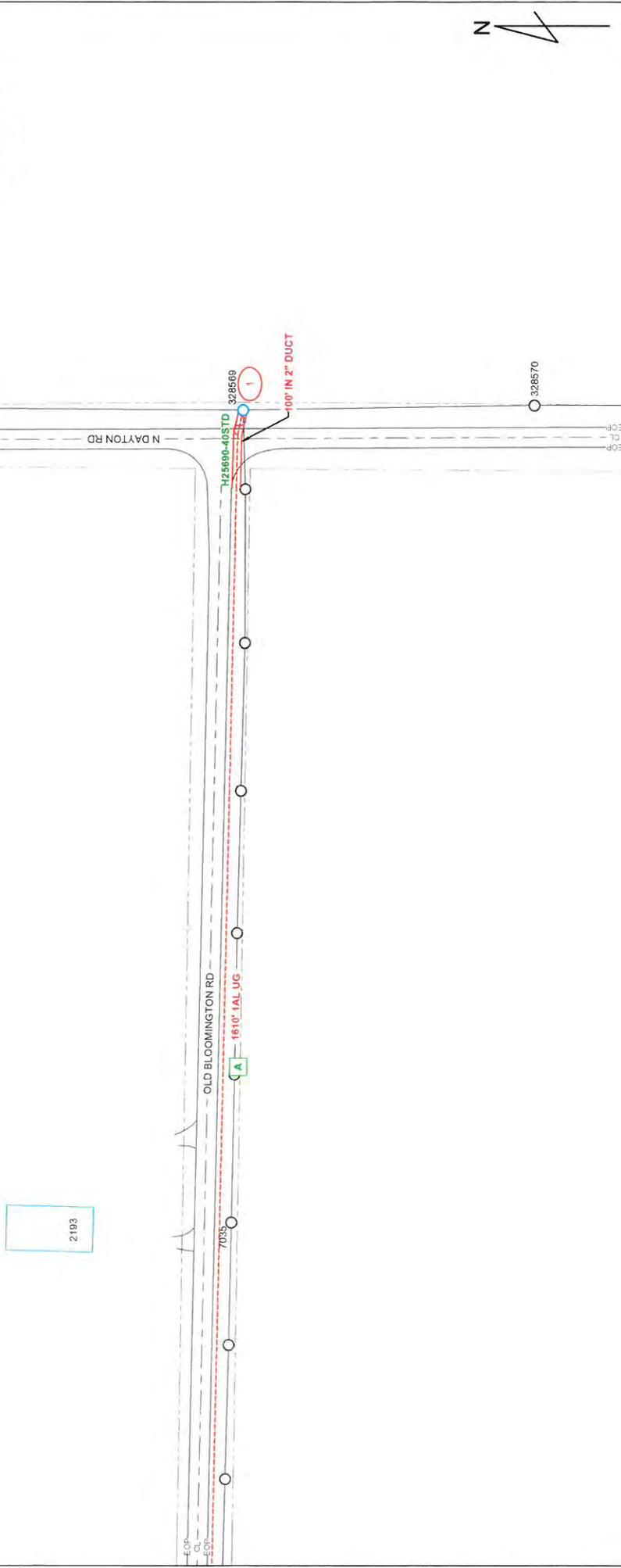


PROJECT LOCATION



UTILITIES SHOWN ON THIS PLAN ARE INDICATED IN ACCORDANCE WITH AVAILABLE RECORDS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING EXACT LOCATIONS AND DEPTHS OF ALL UTILITIES FROM FIELD VERIFICATION AND CONTACT WITH UTILITY OWNERS. CONTRACTOR IS TO FOLLOW NESC CODE AND ALLIANT ENERGY IPL CONSTRUCTION STANDARDS AT ALL TIMES. GUYING, ANCHORING, POLE LOCATION AND CONDUCTOR ARE SHOWN TO REFLECT GENERAL REAL WORLD LOCATIONS AND DIRECTION, AND SHOULD NOT BE INTERPRETED AS EXACT. SOME INTENDED STRUCTURE LOCATIONS AND DIRECTIONS ARE MANIPULATED FOR DRAWING NEATNESS AND CLARITY. FIELD VERIFICATION IS REQUIRED PRIOR TO CONSTRUCTION. RIGHT OF WAY AND PARCELS ARE DEPICTED IN ACCORDANCE WITH AVAILABLE COUNTY GIS DATA.

CONSTRUCTION NOTE:  
 - FORTHALL UTILITIES AS NECESSARY FOR DEPTH VERIFICATION  
 - BURY CABLE AT A MINIMUM OF 36" DEPTH UNLESS OTHERWISE NOTED  
 - ALL SECONDARY IS 40 TRA X UG UNLESS OTHERWISE NOTED  
 - ALL PRIMARY IS 1AL UG UNLESS OTHERWISE NOTED  
 - ALL SECONDARY IS TO BE PLACED TO ACCORDANCE WITH SERVICE WIRE CONNECTIONS PLACED 1' BELOW THE TOP OF POLE.



ALLIANT ENERGY HAS DIRECTED THAT ENGINEERING RISING TO THE LEVEL OF PROFESSIONAL ENGINEERING IS NOT REQUIRED OR INTENDED FOR THIS PLAN. A MI-TECH ENGINEER DOES NOT REVIEW THE PLAN SET, INCLUDING ALL CALCULATIONS OR ANALYSIS, FOR THE INTENT OF PROVIDING PROFESSIONAL ENGINEERING SERVICES. ALL PROFESSIONAL ENGINEERING OR DESIGN ISSUES OR QUESTIONS SHALL BE DIRECTED TO ALLIANT ENERGY. MI-TECH WILL USE INDUSTRY STANDARDS FOR REVIEWS AND COMPLETION OF THE SCOPE OF SERVICES FOR ALLIANT ENERGY.

**mi-TECH**  
 Fred Du Lac - Grand Bay, Madison, Brookfield  
 950.465.9900

**Linetypes**

EXISTING SECONDARY/SERVICE	NEW SECONDARY
NEW LINE US	EXISTING LINE US
EXISTING LINE OH	NEW 3PH LINE OH
NEW 3PH LINE OH	NEW 2PH LINE OH
NEW 2PH LINE OH	SPLICE NEW WITH EXISTING

**Linetypes**

EASEMENT	GAS	WATER	ELECTRICAL	STORM	SANITARY	CABLE TV	TELEPHONE
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**SYMBOL LEGEND**

TRANSFORMER 3PH PAD MOUNTED NEW	NEW POLE
TRANSFORMER 3PH PAD MOUNTED EXISTING	POWER PFD NEW
TRANSFORMER 1PH PAD MOUNTED NEW	CAPACITOR EXISTING
TRANSFORMER 1PH PAD MOUNTED EXISTING	SWITCH I.O. NEW
TRANSFORMER 3PH POLE MOUNTED NEW	SWITCH I.O. EXISTING
TRANSFORMER 2PH POLE MOUNTED NEW	SWITCH I.C. NEW
TRANSFORMER 1PH POLE MOUNTED NEW	SWITCH I.C. EXISTING
TRANSFORMER 3PH POLE MOUNTED EXISTING	GROUND EXISTING
TRANSFORMER 2PH POLE MOUNTED EXISTING	GROUND NEW
TRANSFORMER 1PH POLE MOUNTED EXISTING	ANCHOR NEW
TRANSFORMER 1PH POLE MOUNTED NEW	POLE EXISTING
ANCHOR EXISTING	POLE NEW
FUSE NEW	POLE EXISTING
FUSE EXISTING	POLE NEW
GROUND NEW	ANCHOR EXISTING
GROUND EXISTING	ANCHOR NEW
SWITCH I.C. NEW	ANCHOR EXISTING
SWITCH I.C. EXISTING	ANCHOR NEW
STREET LIGHT	METER
COMM FEDERAL	PHASING
	SIGNS
	WARNING MARKER

**ALLIANT ENERGY WORK REQUEST #** 3950804 (EDT)

**LOCATION** AMES, IA

**FILED BY:** J.G. DATE: 11/21/2018

**DRAFTED BY:** R.L. DATE: 5/23/2019

**DESIGNED BY:** J.C. DATE: 2/28/2019

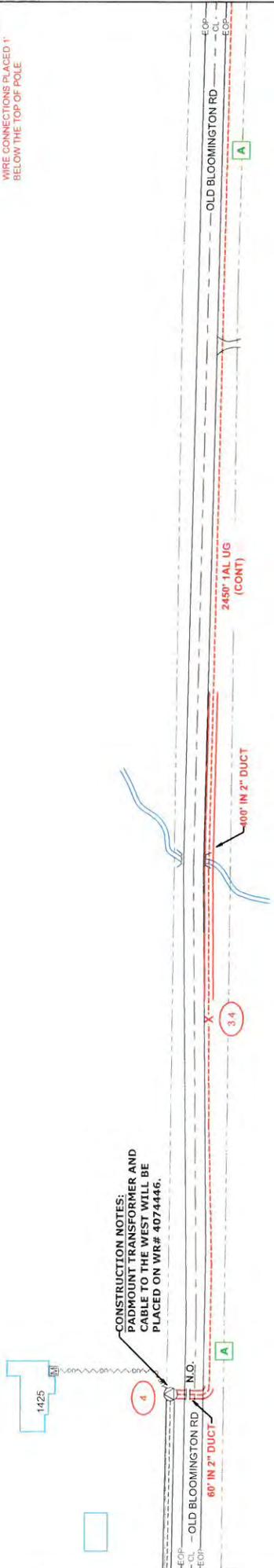
**APPROVAL DATE:** 6/3/2019

**IOWA P.E.:** D.N.



UTILITIES SHOWN ON THIS PLAN ARE INDICATED IN ACCORDANCE WITH AVAILABLE RECORDS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING EXACT LOCATIONS AND DEPTHS OF ALL UTILITIES FROM FIELD VERIFICATION AND CONTACT WITH UTILITY OWNERS. CONTRACTOR IS TO FOLLOW NESC CODE AND ALLIANT ENERGY IPL CONSTRUCTION STANDARDS AT ALL TIMES. GUYING, ANCHORING, POLE LOCATION AND CONDUCTORS ARE SHOWN TO REFLECT GENERAL REAL WORLD LOCATIONS AND DIRECTIONS AND SHOULD NOT BE INTERPRETED AS EXACT. SOME INTENDED STRUCTURE LOCATIONS AND DIRECTIONS ARE MANIPULATED FOR DRAWING NEATNESS AND CLARITY. FIELD VERIFICATION IS REQUIRED PRIOR TO CONSTRUCTION. RIGHT OF WAY AND PARCELS ARE DEPICTED IN ACCORDANCE WITH AVAILABLE COUNTY GIS DATA.

CONSTRUCTION NOTE:  
 -POTHOLE UTILITIES AS NECESSARY FOR DEPTH VERIFICATION  
 -BURY CABLE AT A MINIMUM OF 36"  
 -DEPT UNLESS OTHERWISE NOTED  
 -ALL SECONDARY RISERS TO BE PLACED TO ACCOMMODATE SERVICE WIRE CONNECTIONS PLACED 1' BELOW THE TOP OF POLE  
 -ALL PRIMARY IS 1/4" IUG  
 -UNLESS OTHERWISE NOTED  
 -ALL SECONDARY RISERS ARE TO BE PLACED TO ACCOMMODATE SERVICE WIRE CONNECTIONS PLACED 1' BELOW THE TOP OF POLE



CONSTRUCTION NOTES:  
 PADMOUNT TRANSFORMER AND CABLE TO THE WEST WILL BE PLACED ON WR# 4074446.





mi-tech  
 P.O. Box 1000, Ames, IA 50010  
 515.281.2000

**SYMBOL LEGEND**

TRANSFORMER 3PH PAD MOUNTED NEW	TRANSFORMATION POLE NEW	NEW POLE
TRANSFORMER 3PH PAD MOUNTED EXISTING	TRANSFORMATION POLE EXISTING	POWER PED EXISTING
TRANSFORMER 1PH PAD MOUNTED NEW	POLE EXISTING	WARNING MARKER
TRANSFORMER 1PH PAD MOUNTED EXISTING	ANCHOR NEW	METER
TRANSFORMER 3PH POLE MOUNTED NEW	ANCHOR EXISTING	PHASING
TRANSFORMER 3PH POLE MOUNTED EXISTING	FUSE NEW	SSRS
TRANSFORMER 2PH POLE MOUNTED NEW	FUSE EXISTING	SWITCH N.C. NEW
TRANSFORMER 2PH POLE MOUNTED EXISTING	GROUND NEW	SWITCH N.C. EXISTING
TRANSFORMER 1PH POLE MOUNTED NEW	GROUND EXISTING	STREET LIGHT
TRANSFORMER 1PH POLE MOUNTED EXISTING		COMM PEDestal

**LINE TYPES**

EXISTING SECONDARY/SERVICE	EXISTING GAS	EXISTING WATER	EXISTING ELECTRICAL	EXISTING STORM	EXISTING SANITARY	EXISTING CABLE TV	EXISTING TELEPHONE
NEW SECONDARY	NEW GAS	NEW WATER	NEW ELECTRICAL	NEW STORM	NEW SANITARY	NEW CABLE TV	NEW TELEPHONE

ALLIANT ENERGY HAS DIRECTED THAT ENGINEERING RISING TO THE LEVEL OF PROFESSIONAL ENGINEERING IS NOT REQUIRED OR INTENDED FOR THIS PLAN. A MI-TECH ENGINEER DOES NOT REVIEW THE PLAN SET, INCLUDING ALL CALCULATIONS OR ANALYSIS, FOR THE INTENT OF PROVIDING PROFESSIONAL ENGINEERING SERVICES. ALL PROFESSIONAL ENGINEERING OR DESIGN ISSUES OR QUESTIONS SHALL BE DIRECTED TO ALLIANT ENERGY. MI-TECH WILL USE INDUSTRY STANDARDS FOR REVIEWS AND COMPLETION OF THE SCOPE OF SERVICES FOR ALLIANT ENERGY.

ALLIANT ENERGY WORK REQUEST # 3950804 (EDT)

FILED BY: J.S. DATE: 11/21/2018

DRAWN BY: R.L. DATE: 5/23/2019

DESIGNED BY: J.G. DATE: 2/26/2019

IOWA P.E. DATE: 6/3/2019



LOCATION: AMES, IA

## STORY COUNTY UTILITY PERMIT

Date 6/20/19

To the Board of Supervisors, Story County, Iowa:

The Midland Power Cooperative Company, incorporated under the laws of Iowa, authorize to do business within the State of Iowa, with its principal place of business at 1005 E. Lincolnway Jefferson, 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 Single Phase O.H. on secondary route 63329 210th ST to 64077 210th ST, a distance of 1 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:
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 6/20/19

Midland Power Cooperative  
Name of Company (Applicant - Permittee)

Todd Leemuhl 515-370-5269  
by Phone no.

Recommended for Approval:

Date 6-20-19

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

Approved:

Date 6/25/19

Mudambee  
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.

# IOWA 93 MIDLAND POWER COOPERATIVE STAKING SHEET

Name: Grain Bin Clearance  
 Location #: Line 3036  
 Address: 210th ST  
 Phone #: \_\_\_\_\_

Sub: 30  
 Feeder: 3  
 Phase: C  
 Line Sec: \_\_\_\_\_

County: Story  
 Township: Richland  
 School Dist.: \_\_\_\_\_

WORK ORDER CODE	
New Construction	
System Improvement	
Replacement	✓
Retire No. Replace	

WORK ORDER NO. 13106  
 740c# 602  
 Staked By TL Date 6-17-18  
 Sheet No. 1 of 2  
 Comptd By \_\_\_\_\_ Date \_\_\_\_\_

SKETCH OF WORK Map Reference 71 Twp. 84 R R Sec. 22 Wire 2 Size #2 Kind ACSR

Pole No.	Pri. (Back) Span.	Poles H & C		Line Angle	Trans. "G"	Ground "M2"	Ohm No.	GUY		Anchor "F"	SECONDARY		Misc. & Remarks	Unit	No. CONST. RET.
		Misc.	Pri. Unit Misc.					Unit	Lead		Unit	(Back) Span			
#1	216'	1	1	111.1			1	1	18' F	1.12				40-5	1
#2	216'	1	1	111.1			1	1	18' W	1.12				35-5	1
#3	216'	1	1	111.1			1	1	18' W	1.12				A1.1	2
#4	66'	1	1	111.1			1	1	18' W	1.12				A5.1	2
#5	216'	1	1	111.1			1	1	18' W	1.12				A4.1	1
														E1.1	2
														E1.2	2

Const. Compt \_\_\_\_\_  
 Retmt. Compt \_\_\_\_\_  
 Material Ticket Compt \_\_\_\_\_  
 500 BH 9-00

**JOB BRIEFING**

Nominal Voltage	_____	Loc of Line Protective Dvc	_____
Fault Current Available	_____	Other Utilities in Area	_____
Hazardous Induced Voltag	_____	Personal Protective Equip	_____
Presence Protective Grds	_____	Traffic Control	_____
Equipment Grounds	_____	Job Procedure	_____
Pole Condition	_____	Individual Job Duties	_____
Environmental Condition	_____	Other Hazards	_____

Crew Initials 1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_ 4 \_\_\_\_\_ 5 \_\_\_\_\_ 6 \_\_\_\_\_

**CONSTRUCTION**

Conductor	Pri.	Sec.	O.H.	URD	Pole Line Ft.	No. of Wires	Total Feet
#2					764'	2	1575'
ACSR							
TOTALS							

**RETIREMENT**

Conductor	Pri.	Sec.	O.H.	URD	Pole Line Ft.	No. of Wires	Total Feet
TOTALS							

# IOWA 93 MIDLAND POWER COOPERATIVE STAKING SHEET

Name Grain Bin Clearance  
 Location #: L'ne 3036  
 Address: 210th St  
 Phone#: \_\_\_\_\_

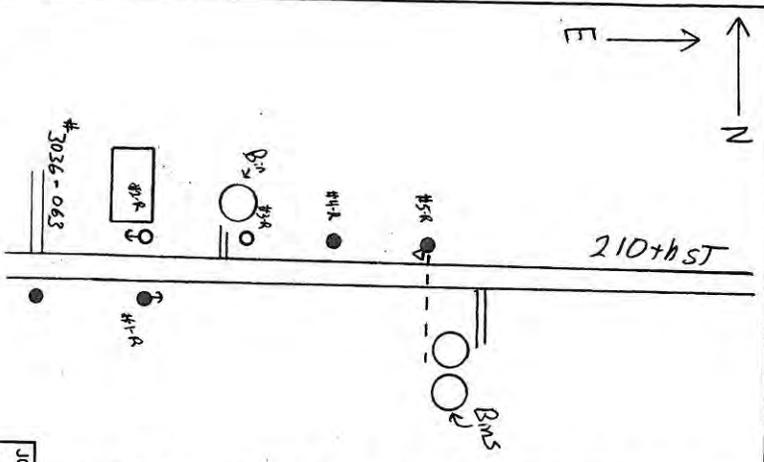
Sub 30  
 Feeder 3  
 Phase C  
 Line Sec. \_\_\_\_\_

County: Story  
 Township: Richland  
 School Dist.: \_\_\_\_\_

WORK ORDER CODE	
New Construction	
System Improvement	
Replacement	
Retire No. Replace	<input checked="" type="checkbox"/>

WORK ORDER NO. 13106  
 740c# 0000  
 Staked By TL Date 7-18-19  
 Sheet No. 2 of 2  
 Comptd By \_\_\_\_\_ Date \_\_\_\_\_

SKETCH OF WORK  
 Map Reference 71 Twp. 84 R 22 Sec. 28 Wire 2 Size 84 Kind CWC



Pole No.	Pri. (Back) Spn.	Poles H & C		Line Angle	Trans. "G"	Ground "M2" Ohm	GUY		Anchor "F"	SECONDARY		Misc. & Remarks	Unit	No.	
		Misc.	Pri. Unit				No.	Unit		Lead	No. J or K			Unit (Back) Span	Size Meter
#5-R	266'	1 35.5	1 AS.1		1.3	1.1	1	18'E	1.12			#3036-067	35.5	2	2
#4-R	251'	1 35.5	1 A1.1									911-63592	A1.1	2	2
#3-R	181'	1 35.5	1 A1.1										A4.1	1	1
#2-R	66'	1 35.5	1 A1.1				1	18'W	1.12				E1.1	3	3
#1-R		1 40.5	1 AS.1				1	18'E	1.12				F1.12	3	3

Const. Compt \_\_\_\_\_  
 Retmt. Compt \_\_\_\_\_  
 Material Ticket Compt \_\_\_\_\_  
 500 BH 9-00

**JOB BRIEFING**

Nominal Voltage _____	Loc of Line Prctive Dvc _____
Fault Current Available _____	Other Utilities in Area _____
Hazardous Induced Voltg _____	Personal Prctive Equip _____
Presence Prctive Grds _____	Traffic Control _____
Equipment Grounds _____	Job Procedure _____
Pole Condition _____	Individual Job Duties _____
Environmental Condition _____	Other Hazards _____

Crew Initials 1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_ 4 \_\_\_\_\_ 5 \_\_\_\_\_ 6 \_\_\_\_\_

**CONSTRUCTION**

Conductor	Pri. Sec.	O.H. (URD)	Pole Line Ft.	No. of Wires	Total Feet
TOTALS					

**RETIREMENT**

Conductor	Pri. Sec.	O.H. (URD)	Pole Line Ft.	No. of Wires	Total Feet
84	X		764	2	1528
84c	X				
TOTALS					



# IOWA 93 MIDLAND POWER COOPERATIVE STAKING SHEET

Name Longview Park  
 Location #: 3036-075-7128  
 Address: 64077 210th St  
 Phone#: 515-231-4910  
Richland 28 Site

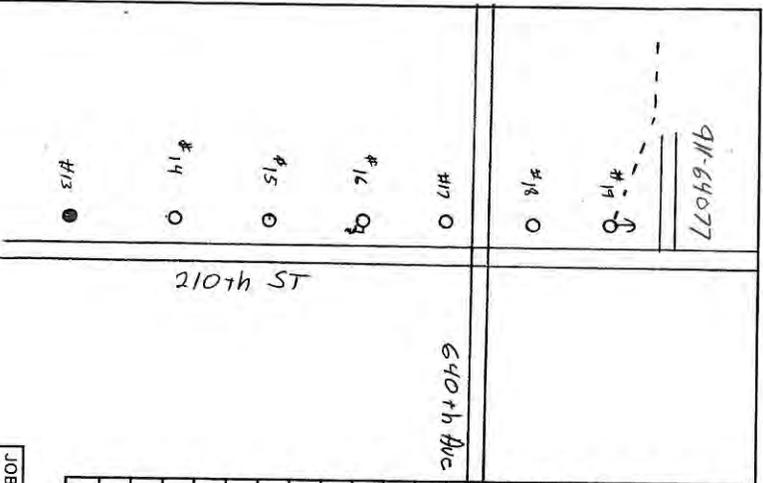
Sub \_\_\_\_\_  
 Feeder C  
 Phase \_\_\_\_\_  
 Line Sec: \_\_\_\_\_

County: Story  
 Township: Richland  
 School Dist.: \_\_\_\_\_

WORK ORDER CODE	
New Construction	<input checked="" type="checkbox"/>
System Improvement	<input type="checkbox"/>
Replacement	<input type="checkbox"/>
Retire No. Replace	<input type="checkbox"/>

WORK ORDER NO. 13102  
 740c# 102  
 Staked By TC Date 6-17-19  
 Sheet No. 2 of 2  
 Comptd By \_\_\_\_\_ Date \_\_\_\_\_

SKETCH OF WORK  
 Map Reference \_\_\_\_\_ Twp. 84 R 22 Sec. 28 & 29 Wire 2 Size #2 Kind AcSR



Pole No.	Pri. (Back) Span.	Poles H & C		Line Angle	Trans. "G"	Ground "W2"	Ohm	GUY		Anchor "F"	SECONDARY		Misc. & Remarks	Unit	No.	
		Misc.	Pri. Unit					Unit "E"	310		Lead	Unit No.			(Back) Span	Size Meter
#13	230'	1	35.5	1	1	1.1										
#14	230'	1	35.5	1	1	1.1										
#15	230'	1	35.5	1	1	1.1										
#16	230'	1	35.5	1	1	1.1										
#17	230'	1	40.5	1	1	1.1										
#18	226'	1	40.5	1	1	1.1										
#19	226'	1	35.5	1	1	1.1										
#20	311'	1	1.5	1	1	1.1										
#21																

**JOB BRIEFING**

Normal Voltage	Loc of Line Protective Dvc
Fault Current Available	Other Utilities in Area
Hazardous Induced Voltg	Personal Protective Equip
Presence Protective Voltg	Traffic Control
Equipment Grounds	Job Procedure
Pole Condition	Individual Job Duties
Environmental Condition	Other Hazards

Crew Initials 1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_ 4 \_\_\_\_\_ 5 \_\_\_\_\_ 6 \_\_\_\_\_

CONSTRUCTION

Conductor	Pri.	Sec.	O.H.	UHD	Pole Line Ft.	No. of Wires	Total Feet
770	X				1142	2	3354'
AcSR	X				311'	1	370'
10							
30V 220	X						
TOTALS	X	X	X	X			

RETIREMENT

Conductor	Pri.	Sec.	O.H.	UHD	Pole Line Ft.	No. of Wires	Total Feet
TOTALS	X	X	X	X			

Const. Compt \_\_\_\_\_  
 Return. Compt \_\_\_\_\_  
 Material Ticket Compt \_\_\_\_\_  
 500 BH 9-00

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

Prepared By: Amelia Schoeneman, Story County Planning and Development, 900 6th Street, Nevada, IA 50201 (515) 382-7245

**Please return to:  
Planning & Development**

**STORY COUNTY IOWA**

**ORDINANCE NO. 283**

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF STORY COUNTY, IOWA; AND CHANGING THE BOUNDARIES OF THE DISTRICTS ESTABLISHED AND SHOWN ON SAID MAP AS PROVIDED IN CHAPTER 92 OF THE *CODE OF ORDINANCES, STORY COUNTY, IOWA*.**

BE IT ENACTED by the Board of Supervisors of Story County, Iowa:

WHEREAS; at their June 5, 2019, meeting, the Story County Planning and Zoning Commission recommended approval of the Official Zoning Map Amendment and C2C Future Land Use Map Amendment request submitted by Westwood Center Partners LC, 6723 U.S. Highway 69, Ames, Iowa, as referenced in the Official Zoning Map of Story County, Iowa, and identified under the process to change the boundaries of the districts established and authorized by Section 92.06 of the *Code of Ordinances, Story County, Iowa*, and as referenced as follows:

The following described property, under the ownership of Westwood Center Partners LC, 6723 U.S. Highway 69, Ames, Iowa, be amended from the A-1 AGRICULTURAL ZONING DISTRICT TO THE A-R AGRICULTURAL RESIDENTIAL ZONING DISTRICT

**GENERAL PROPERTY LOCATION:**

Section 18 of Union Township (parcel number 14-18-100-110) located at the northeast corner of the intersection of 560th Avenue and 300th Street and as described on Attachment A and shown on Attachment B, and;

WHEREAS: all other ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict; and

WHEREAS: if any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the

ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional; and

WHEREAS: this ordinance is in full force and effect from and after its adoption and publication as provided by law.

THEREFORE HEREBY BE IT ORDAINED, that the Story County Board of Supervisors approves Ordinance No. 283 requesting the Story County Zoning Map amendment from the A-1 Agricultural District to the A-R Agricultural Residential District.

**Action upon FIRST Consideration:** Approved  
**DATE:** June 18, 2019

Moved by: Olson  
Seconded by: Heddens  
Voting Aye: Olson, Heddens, Murken  
Voting Nay: None  
Not Voting: None  
Absent: None

**Action upon SECOND Consideration:** Approved  
**DATE:** June 25, 2019

Moved by: Heddens  
Seconded by: Olson  
Voting Aye: Heddens, Olson, Murken  
Voting Nay: None  
Not Voting: None  
Absent: None

**Action upon THIRD Consideration:** Waived

**DATE:** July 2, 2019

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Voting Aye: \_\_\_\_\_

Voting Nay: \_\_\_\_\_

Not Voting: \_\_\_\_\_

Absent: \_\_\_\_\_

ADOPTED THIS \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

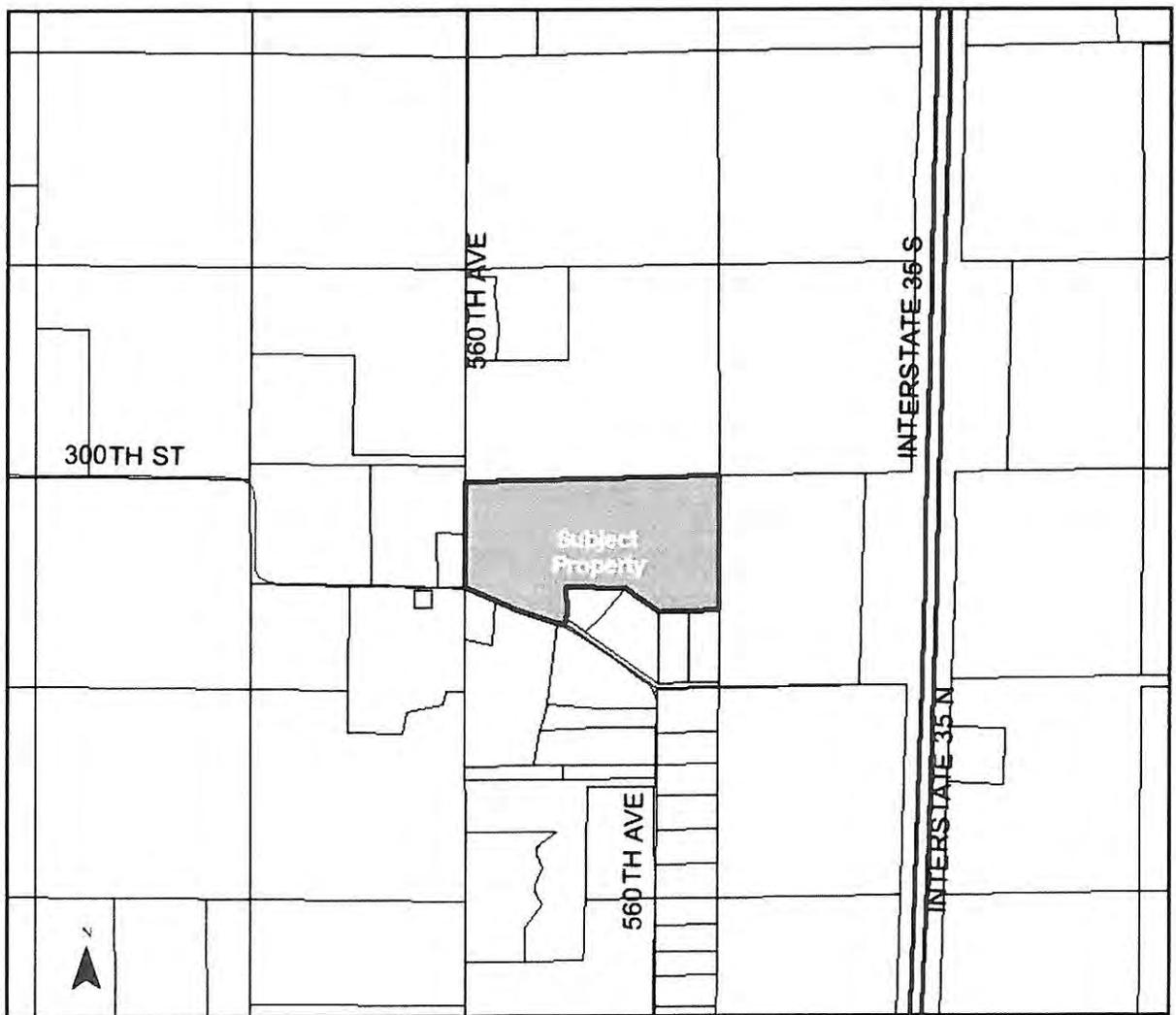
  
\_\_\_\_\_  
Story County Board of Supervisors  
\_\_\_\_\_  
ATTEST: County Auditor

**ATTACHMENT "A"**

**Legal Description of Rezoning Area**

PARCEL AD, AS SHOWN ON THE PLAT OF SURVEY FILED IN SLIDE 329, PAGES 4 & 5, IN THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 18, TOWNSHIP 82 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> P.M., STORY COUNTY, IOWA

ATTACHMENT "B"



# Staff Report

Story County

Board of Supervisors

**Date of Meeting:**

June 18, 2019

**Case Number REZ01-19 and SUB03-19**

Story County Zoning Map Amendment Request from the A-1 Agricultural District to the A-R Agricultural Residential District and a Story County Cornerstone to Capstone (C2C) Comprehensive Plan Future Land Use Map Amendment Request from the Agricultural Conservation Area to the Rural Residential Area for a Minor Subdivision request. The subdivision is proposed to create four lots for dwellings and one outlot to be used for agricultural purposes. The average development lot size is proposed to be 1.75 net acres. Outlot A is proposed to be 20.4 net acres. The subject property is located in the northeast corner of the intersection of 560th Avenue and 300th Street. At their June 5, 2019, meeting the Planning and Zoning Commission recommend approval of the proposed rezoning, C2C Future Land Use Map Amendment, and Minor Subdivision. At their June 18, 2019, meeting, the Story County Board of Supervisors approved the first consideration of the proposed rezoning and approved the subdivision plat and C2C Future Land Use Map Amendment.



**APPLICANT:** Westwood Center Partners LC  
6723 U.S. Highway 69  
Ames, Iowa

**STAFF PROJECT MANAGER:** Amelia Schoeneman, Planner



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## Property Information

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### PROPERTY OWNER

Westwood Center Partners LC  
6723 U.S. Highway 69  
Ames, Iowa

### GENERAL PROPERTY LOCATION

In the Northwest Quarter of the Northwest Quarter, Section 18 of Union Township located at the northeast corner of the intersection of 560th Avenue and 300th Street.

### LEGAL DESCRIPTION OF AREA TO BE REZONED

Parcel AD (Slide 329, Page 4) in the Northwest Quarter of the Northwest Quarter of Section 18, Township 82, Range 23.

### PARCEL IDENTIFICATION NUMBER

14-18-100-110

### SIZE OF REZONING AREA

27.40

### CURRENT ZONING

A-1 Agricultural

### CURRENT LAND USE

Agricultural Row Crops

### FUTURE LAND USE MAP DESIGNATION

The *Story County Cornerstone to Capstone (C2C) Comprehensive Plan* currently designates this property as Agricultural Conservation Area.

### CITIES WITHIN TWO MILES

Huxley and Cambridge

### DISTRICTS

Ballard Community School District  
Mary Greeley Ambulance and Cambridge Fire Department  
Consumers Energy and Iowa Regional Utilities Association  
Sugar Creek-South Skunk River Watershed

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## Proposed Use and Background

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### Proposed Use



The applicant proposes to rezone a 27.4 net-acre parcel (Parcel AD) located in Section 18, Union Township. The subject property is located in the northeast corner of the intersection of 560th Avenue and 300th Street, gravel County roads. The proposed rezoning is from the A-1 Agricultural District to the A-R Agricultural Residential District.

As The *Story County Cornerstone to Capstone (C2C) Comprehensive Plan* currently designates this property as Agricultural Conservation Area, an amendment to the C2C Plan Future Land Use Map to designate the property as Rural Residential is also proposed.

The Official Zoning Map and C2C Future Land Use Map Amendments would allow a proposed minor subdivision, the Deerfield Subdivision, Second Addition, of the property to create four lots for dwellings and one outlot to be used for agricultural purposes. In the current zoning district of A-1 Agricultural and configuration, one dwelling may be constructed on the subject property. The property meets the LESA exception to the 35-acre minimum lot size requirement for a dwelling—the LESA Score is LESA: 237 and SA: 153, under the threshold of LESA: 266 and SA: 172. Once a dwelling was constructed, a Residential Parcel Subdivision could be submitted to create one additional lot, buildable for dwelling.

Proposed Lots 1, 2, and 3 in the Deerfield Subdivision, Second Addition, have frontage on 560<sup>th</sup> Avenue and are proposed to be 1.51 net acres each. Due to the spacing of existing drives for dwellings on the west side of 560<sup>th</sup> Avenue and site distance issues at the north end of the subject property, the County Engineer requested these lots share one access to be located on proposed Lot 2.

Proposed Lot 4 is a corner lot located at the intersection 560<sup>th</sup> Avenue and 300<sup>th</sup> Street to the south of the other proposed lots. It is proposed to be 2.5 net acres. The applicant indicates that the lot will be owned by his son, who resides to the south of the subject property.

Outlot A is proposed to be 20.4 net acres. Outlots are intended to be used as open space or for a future subdivision and no zoning permit can be issued for a structure on an outlot. The applicant indicates the outlot will continue to be farmed and a note that it is to be used for agricultural purposes has been added to the plat. While not buildable for a dwelling, Outlot A is considered a flag lot where the building area is situated behind another lot, parcel, or tract and where the lot has a narrow frontage extended to 560<sup>th</sup> Avenue. The flag lot configuration is discouraged for development lots. However, while Outlot A has a narrow frontage on 560<sup>th</sup> Avenue, the County Engineer will require an access easement with Lot 4 due to driveway separation requirements. The flag lot configuration allows for the owner/farmer of Outlot A to travel a shorter distance over the shared access on Lot 4 before they reach their property.

The applicant has shown the access easements on the plat and provided written access easements.

### **Subject Property History and Surrounding Land Use**



The subject property was created in 2008. Prior to 2008, the northwest quarter of the northwest quarter had been previously divided once along 300<sup>th</sup> Street, which intersected the original quarter quarter. The remainder from the division south of 300<sup>th</sup> Street was platted as the Oakwood Park Subdivision, an Auditor's Plat, in 1973. The Oakwood Park Subdivision currently contains five parcels ranging from 1.14 to 10.02 net acres and five dwellings.

In 2008, a plat of survey divided the northwest quarter of the northwest quarter north of 300<sup>th</sup> Street into two parcels, including the subject property. The other parcel created through the division was rezoned to A-R Agricultural Residential and subdivided into four lots as the Deerfield Subdivision. The lots range from 1.44 to 3.39 net acres. There are four single-family dwellings in the subdivision.

Other adjacent land uses include:

**North** – a 39.34-net acre parcel in agricultural row crop production that is part of the Cindale Agricultural Subdivision; a 36.80 net-acre parcel in agricultural row crop production

**East** – the Deerfield Subdivision; a 25.70 net-acre parcel in agricultural row crop production and several accessory structures related to the farming operation

**South** – the Deerfield Subdivision and the Oakwood Park Subdivision

**West** – three dwellings on 12.78, one, and 8.23 net acres. Two of these dwellings are located in the Eimers Subdivision.

Of the land located within one-half mile of this proposed rezoning area, there are a total of 63 parcels and 28 (44%) contain single-family dwellings. The average parcel size for a parcel within a half mile and with a dwelling is approximately 5.5 net acres.

In addition to the Eimers, Deerfield, and Oakwood Park Subdivisions adjacent to the subject property, the Knutson Subdivision First and Second Addition are located within a half mile. These subdivisions include four development lots and three dwellings and are zoned A-R Agricultural Residential.

Many of the other dwellings within a half mile are located on woodlots or remnants of woodlots. Woodlots were created to provide farming families in the 19<sup>th</sup> and early 20<sup>th</sup> century with a wood source and are typically smaller than a 40-acre quarter quarter. As these woodlots were created by Story County's first settlers, they are considered legal nonconforming lots of record and a dwelling may be constructed on them regardless of size. Figure 1 shows the platting of Section 18 in the early 20<sup>th</sup> century and illustrates the density of woodlots in the section. The woodlots are the more densely configured parcels in the western quarter of the section.

Six of the dwellings within a half mile of the subject property are located adjacent to and west of Dream Lake. These dwellings are located on parcels created through plats of survey of existing woodlots. There are 11 total of these parcels. They are zoned A-R Agricultural Residential.

The subject property is approximately .8 miles north of the City of Huxley and 1.1 miles northwest



of the City of Cambridge.

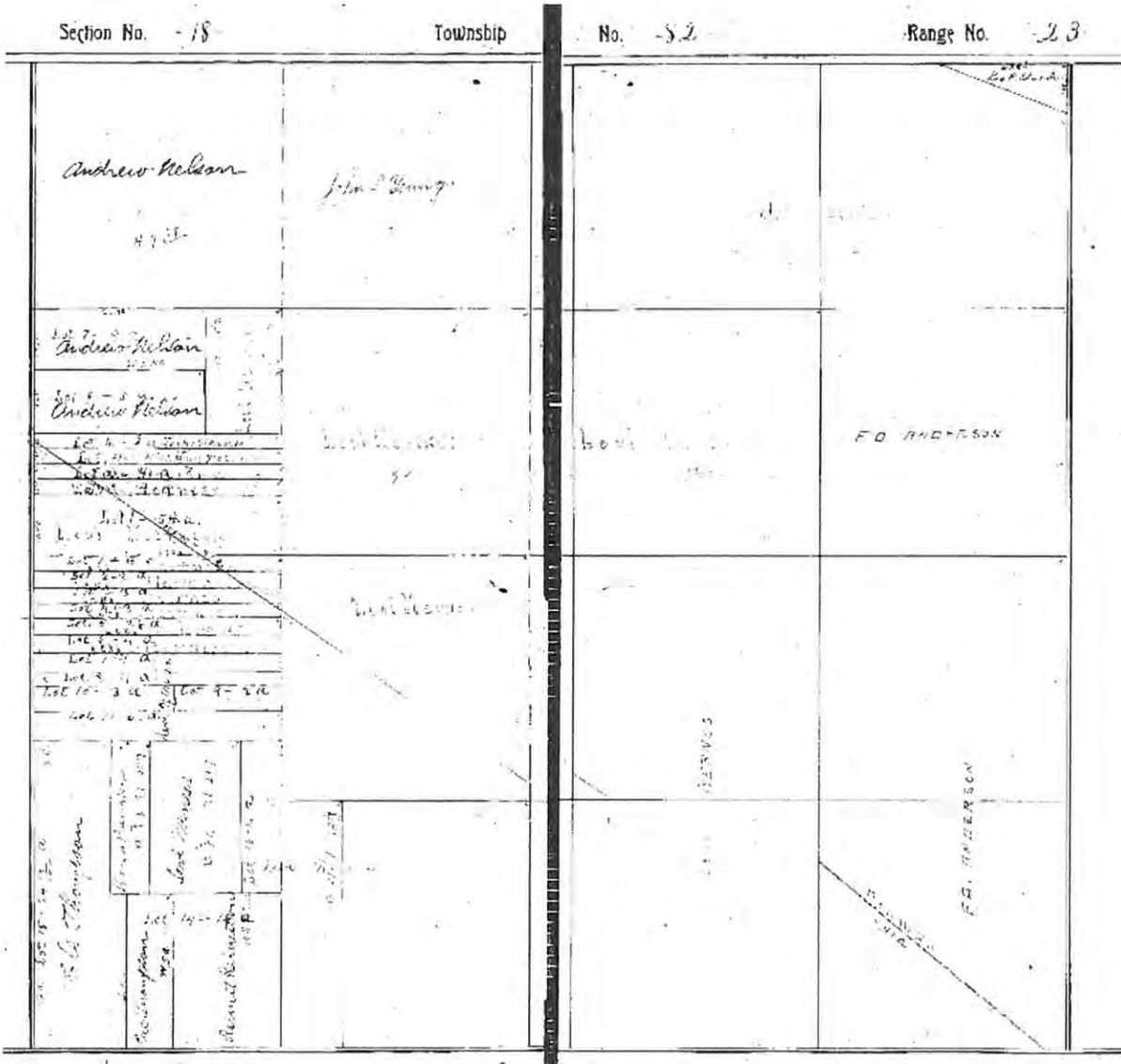


Figure 1: Auditor's Plat of Section 18 from 1926 to 1952

**C2C Plan Designation**

Overall goals for the C2C Plan include:

*Agricultural Resources Goals*

- AR1: Protect agricultural practices in areas with prime soils and viable agricultural interests.*
- AR2: Minimize conflicts between agricultural and non-agricultural land uses.*
- AR3: Preserve farmland and the rural landscape as a viable foundation for a strong and growing agricultural economy*

*Housing Goals*



- H1: Plan for safe, attractive and affordable housing to meet existing needs and forecasted housing demands of all residents of the county.*
- H2: Plan for housing types and densities that reinforce the predominately rural character of the unincorporated areas of the county*

The subject property is currently designated Agricultural Conservation Area (ACA) on the C2C Comprehensive Plan Future Land Use Map. See Figure 2 for a C2C Future Land Use Map of the surrounding area.

Agricultural Conservation Area principles include:

*ACA Principle 1: Conserving agricultural land, as well as agricultural practices, is a fundamental principle in Story County. Areas are identified, conserved, and enhanced within the county for farming practices and agricultural production.*

*ACA Principle 2: Continue to work towards strategies that promote alternative agricultural methods that work in harmony with conventional operations. A variety of farm types is a good thing.*

*ACA Principle 3: Encourage high-value agricultural lands to remain as agricultural and discourage non-agricultural development of such lands. Direct future non-agricultural development toward the designated Urban Expansion, Rural Residential, Rural Village, and Commercial-Industrial Area designations on the Future Land Use Map.*

*ACA Principle 4: Design areas identified for development to limit conflicts between agricultural uses and rural residences and other types of land uses. Through development practices preserve and protect prime agricultural lands and the ability to engage in agricultural activities.*

*ACA Principle 5: Promote the continued health of agriculture through an ongoing planning process to identify partnerships and develop voluntary, incentive-based programs and strategies.*

The proposed amendment to the Future Land Use Map is to change the subject property to the Rural Residential designation.

*"The Rural Residential Area offers rural housing market choices in unincorporated areas of Story County, typically with larger lot sizes than available within city limits. The existing residential land uses that are found in rural Story County provide a desirable housing market worthy of both protection and cultivation."*

Principles associated with the Rural Residential Area (RRA) include:

*RRA Principle 1: Ensure that new development is sensitive to the predominantly rural nature of the areas.*

*RRA Principle 2: Encourage clustering of residential sites to limit the short-term and long-term costs associated with infrastructure improvements and the distribution of public services.*

*RRA Principle 3: Review design and development standards to ensure that conflicts between proposed development and agricultural and natural resources are minimized. Design new residential development to maintain the open character of rural areas and to protect and maintain agricultural uses and sensitive environmental features.*

*RRA Principle 4: When development is adjacent to agricultural uses, provide adequate buffers to minimize conflicts.*



*RRA Principle 5: Locate proposed subdivisions on a case-by-case basis. Establish and use location guidelines in the review process for new rural subdivisions.*

*RRA Principle 6: Encourage proposed development to take access off existing paved roads unless it can be demonstrated that Minimum Levels of Service requirements may be met or development can mitigate impacts.*

*RRA Principle 7: Mitigate and manage stormwater run-off, soil erosion, and wastewater discharge according to IDNR and Story County standards.*

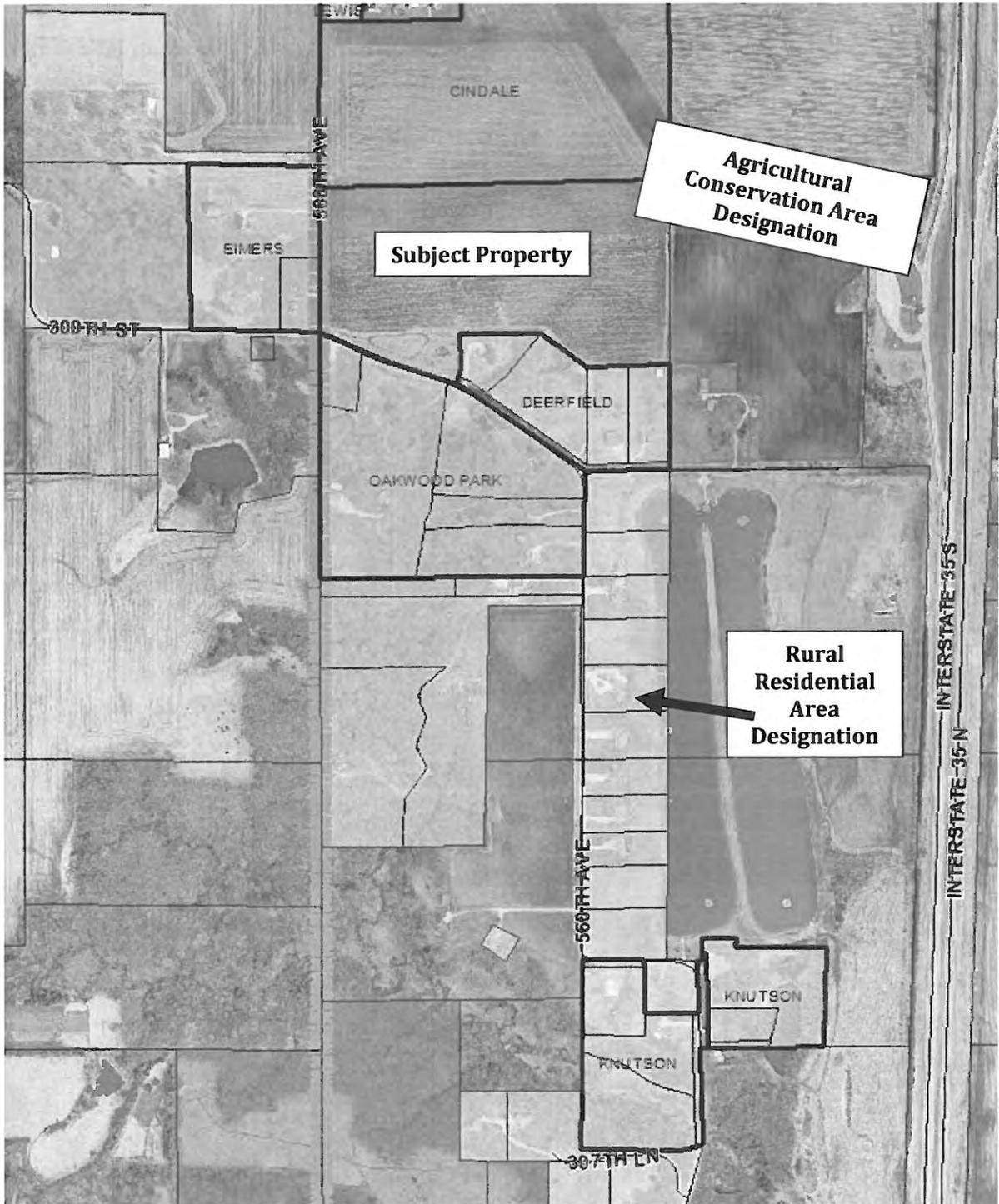


Figure 2: C2C Future Land Use Map for Subject Property and Surrounding Area



**Official Zoning Map**

The subject property is currently zoned A-1 Agricultural District. The Statement of Intent for the A-1 Agricultural District is as follows:

*The A-1 District is intended and designed to accommodate land uses compatible with agriculture and to protect agricultural land from encroachment of urban land uses. The Cornerstone to Capstone (C2C) Comprehensive Plan designates priority agricultural land as Agricultural Conservation Areas. These areas are intended to preserve rural character by limiting the development of most new non-farm dwellings to large lots. In some instances, the A-1 District permits non-farm residential development on smaller lots in furtherance of the Cornerstone to Capstone (C2C) Comprehensive Plan goals and objectives.*

The applicant is requesting an official zoning map amendment from the A-1 Agricultural District to the A-R Agricultural Residential District. The Statement of Intent for the A-R Agricultural Residential District reads:

*The A-R Agricultural Residential District is designed to provide for single-family detached dwellings with limited activities interrelated with agricultural uses at a rural density. Community facilities and open-space uses that serve the residents may also be included in the layout of subdivisions within this district with special provisions to protect the rural residential character of the District. This District is not intended to permit isolated rural dwellings incompatible with surrounding land uses and not in conformance with the Cornerstone to Capstone (C2C) Comprehensive Plan.*

Figure 3 contains a zoning map of the subject property and vicinity.

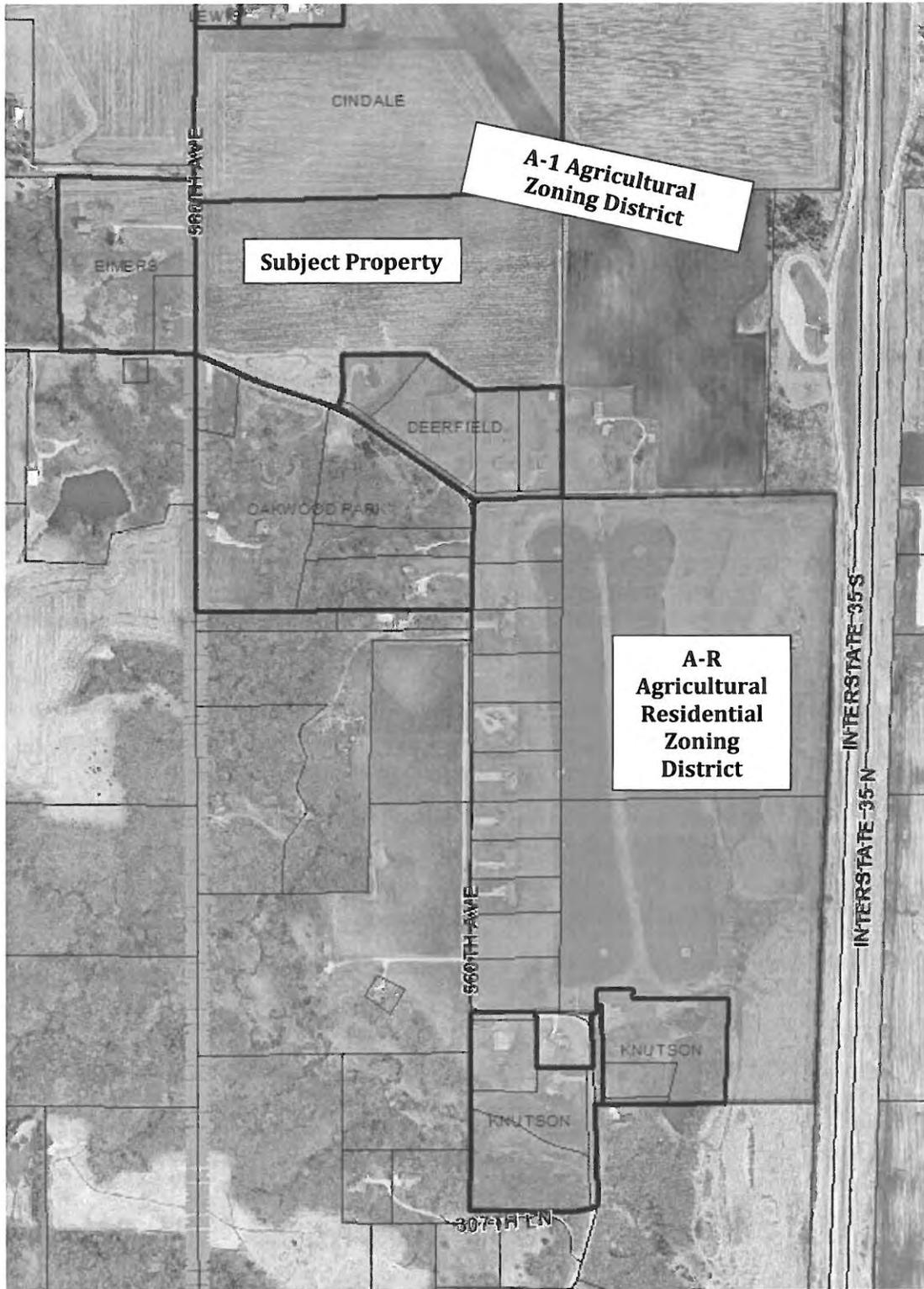


Figure 3: Story County Official Zoning Map for Subject Property and Surrounding Area



## Analysis

### Rezoning Standards of Approval

According to Section 92.06(2) of the *Story County, Iowa Code of Ordinances*, applicable standards for approval include:

- A. The proposed rezoning shall conform to the Story County Cornerstone to Capstone (C2C) Comprehensive Plan.

**Staff Comment:** *The C2C Plan Zoning Compatibility Matrix indicates that the A-R District is compatible with the Agricultural Conservation Area, Rural Residential Areas, and Rural Village Areas. The existing designation of the subject property is Agricultural Conservation Area. However, the applicant is proposing to amend the C2C Plan Future Land Use Map for the property to designate it as Rural Residential Area (see the C2C Plan Future Land Use Map Amendment Analysis below). The C2C Plan describes the Rural Residential Area as more oriented towards providing housing on larger lots, versus the Agricultural Conservation Area that mainly seeks to protect prime farmland. Given the intentions for the designations, the Rural Residential designation would be the most compatible future land use designation for a minor subdivision/A-R Zoning District. This designation would also as match the designation of the surrounding area where similar development has occurred on properties designated as Rural Residential (see Figure 2).*

- B. The proposed rezoning shall conform to the Statement of Intent for the proposed district and district requirements.

**Staff Comment:** *The statement of intent for the Agricultural Residential District is as follows: The A-R Agricultural Residential District is designed to provide for single-family detached dwellings with limited activities interrelated with agricultural uses at a rural density. Community facilities and open-space uses that serve the residents may also be included in the layout of subdivisions within this district with special provisions to protect the rural residential character of the District. This District is not intended to permit isolated rural dwellings incompatible with surrounding land uses and not in conformance with the Cornerstone to Capstone (C2C) Comprehensive Plan.*

*The proposed subdivision will create four lots totaling 7.03 net acres. The remainder of the subject property will be a 20.4 net-acre outlot and remain in agricultural production. This configuration with the outlot in agricultural use meets the intent of the district to have single-family dwellings interrelated with agricultural uses. It also ensures the rural residential character of the area and district is maintained. With the outlot, the average lot size for the subdivision is 5.5 net acres. This is the same approximate average parcel size for a parcel with a dwelling within a half mile of the subject property.*

*Regarding the intent of the A-R District to not permit isolated dwellings, Section 18 was originally surveyed with a high density of woodlots. Because these are considered legally established lots of record, there are numerous dwellings in the section. Of the 63 parcels within*



*a half mile, 28 or 44% have dwellings. There are 18 properties with a half mile and four adjacent to the subject property are zoned A-R Agricultural Residential.*

- C. The proposed rezoning shall be compatible with surrounding land uses and development patterns.

**Staff Comment:** *In the current zoning district of A-1 Agricultural and the subject property's current configuration, one dwelling may be constructed. Once a dwelling was constructed, a Residential Parcel Subdivision could be submitted to create one additional lot, buildable for dwelling. The additional two dwellings permitted through the rezoning and minor subdivision would be compatible with surrounding development patterns.*

*There are two adjacent subdivisions: Oakwood Park Subdivision, which contains five parcels with dwellings ranging from 1.14 to 10.02 net acres and four dwellings and the Deerfield Subdivision, which is zoned A-R Agricultural Residential and contains four lots and dwellings ranging from 1.44 to 3.39 net acres. The Eimers Subdivision is located adjacent to the subject property across 560<sup>th</sup> Avenue to the west. It contains two lots and dwellings. The lots are one and 8.23 net acres. The average lot size of the adjacent subdivisions is 3.5 net acres.*

*The proposed average lot size for the development lots in the subdivision is 1.75 net acres. A 20.4 net-acre outlot is also proposed, decreasing the density of the proposed subdivision to an average lot size to 5.5 net acres. This is the same approximate average parcel size for a parcel with a dwelling within a half mile of the subject property.*

*Of all 63 parcels within a half mile, 28 or 44% have dwellings and 18 or 28% are zoned A-R Agricultural Residential. If the rezoning and minor subdivision were approved, 32 or 50% of the parcels within a quarter mile would have dwellings and 22 or 34% would be zoned A-R Agricultural Residential.*

*Given the density of residential uses in the area, the County Engineer recommended that the four lots and outlot share two accesses. The applicant has shown the access easements on the plat and provided written access easements. This will improve any traffic issues created by additional development in the area.*

- D. The proposed rezoning shall protect environmental resources. Rezoning of parcels containing more than fifty (50) percent of the gross acreage as lands identified with areas designated Natural Resource Areas on the Story County Development Plan (C2C) shall not be approved unless such requested action results in a district designation more restrictive than the current designation, the R-C Residential Conservation Design (Overlay) District is applied to the property, or conditions protecting the identified areas are attached to the rezoning request. (Ordinance No. 184)



**Staff Comment:** *There is a small portion of the property that is designated as natural area due to inaccuracy in mapping. As such, this standard is not applicable.*

- E. In areas where the petition to rezone requests a change from A-1 District or A-2 District to another district, lands scoring 267 or above for total LESA score, as determined by a Land Evaluation Site Assessment (LESA) as adopted for Story County, shall not be approved. (Ordinance No. 208)

**Staff Comment:** *The LESA score of the subject property is 237.*

**C2C Future Land Use Map Amendment Standards**

According to Section 92.08(1) of the *Story County, Iowa Code of Ordinances*, applicable standards for approval include:

- a. The extent to which the change would be consistent with the comprehensive plan goals and policies.

**Staff Comment:** *The amendment of the Future Land Use Map Designation is consistent with several overall goals of the C2C Comprehensive Plan including:*

*Agricultural Resources Goals*

*AR1: Protect agricultural practices in areas with prime soils and viable agricultural interests.*

*AR2: Minimize conflicts between agricultural and non-agricultural land uses.*

*AR3: Preserve farmland and the rural landscape as a viable foundation for a strong and growing agricultural economy.*

*The proposed subdivision will create four lots totaling 7.03 net acres. The remainder of the subject property will be a 20.4 net-acre outlot. A note on the plat indicates Outlot A is to be used for agricultural purposes. Approximately 25% of the subject property will be taken out of production to accommodate the subdivision. The LESA score of the subject property is 237 and under the threshold of 267 to permit a rezoning due to locational factors that make the land less prime for agricultural production. The design of the subdivision also clusters the lots with frontage on County roads instead of fragmenting the farm ground with a private subdivision road and interior lots that do not front on a County road.*

*Housing Goals*

*H1: Plan for safe, attractive and affordable housing to meet existing needs and forecasted housing demands of all residents of the county.*

*H2: Plan for housing types and densities that reinforce the predominately rural character of the unincorporated areas of the county*



*Regarding demand for rural residential housing, the proposed subdivision offers lots for rural residential housing. The subject property is approximately .8 miles north of the City of Huxley and 1.1 miles northwest of the City of Cambridge. According to the C2C Plan, from 1990 to 2010 the City of Huxley experienced a 62% increase in population—the largest of any municipality in Story County. Cambridge experienced a 16.1% population increase in the same time period. However, overall in the unincorporated area of Story County, there was a decrease in population. Palestine Township, where Huxley is located, has had six subdivisions acted on and 14 permits for dwellings and dwelling additions in the unincorporated area of the County since 2015. While this is the third highest amount of the 16 townships in Story County, two were agricultural subdivisions and did not create new development lots. Four were residential parcel subdivisions and created one additional development lot each. Two of the residential parcel subdivisions have new dwellings being constructed. Another property owner plans to construct a new home for themselves on one of the new lots in the short-term. Union Township, where the subject property and Cambridge is located, has had four subdivisions acted on and 12 permits for dwellings and dwelling additions in the unincorporated area of the County since 2015. All of the subdivisions were residential parcel subdivisions and created one additional development lot each. One dwelling has been constructed on one of the new lots. Another property owner planned to delay construction of a new home for two years. In the remaining two subdivisions, the additional lots were planned to remain in agricultural production and only contain one dwelling in each subdivision.*

*Regarding the character of the area, the proposed average lot size for the development lots in the proposed subdivision is 1.75 net acres. A 20.4 net-acre outlot is also proposed, decreasing the density of the proposed subdivision to an average lot size to 5.5 net acres. This is the same approximate average parcel size for a parcel with a dwelling within a half mile of the subject property.*

*The amendment of the Future Land Use Map Designation is also consistent with several Land Use goals of the C2C Comprehensive Plan including,*

*Land Use Goal 2: Preserve, protect, and plan around the physical characteristics of the land, including floodplains, steep slopes, wetlands, rich soils, and rare geologic or environmental characteristics.*

*The proposed amendment is not for a property containing environmentally sensitive areas.*

*Land Use Goal 3: Consider the availability and capacity of local services and infrastructure when determining future land uses.*

*Land Use Goal 4 Evaluate short and long-term financial impacts to the County budget when considering development proposals.*



*The County Engineer noted that 560<sup>th</sup>, a gravel County road, is a source of complaints due to residential development in the area. He requested a note be placed on the plat to inform future buyers of the lots that the road would not be paved. This note was not added to the plat at the time of writing this report. If the note is not added prior to the Board of Supervisors review, it may be included in the resolution and ordinance for the request. The applicant also indicated dust control would be up to individual property owners.*

*Further, regarding the availability of infrastructure, letters from Xenia Rural Water and Consumers Energy have been received regarding their ability to serve the proposed subdivision. Gas is not proposed. The Cambridge Fire Chief also provided a statement of acknowledgment for the proposed subdivision.*

*Land Use Goal 6 Continue to protect and preserve Story County's agricultural resources for current and future generations.*

*Land Use Goal 8 Ensure that land use transitions are gradual or designed to reduce potential incompatibilities among land uses.*

*The proposed subdivision will create four lots totaling 7.03 net acres. The remainder of the subject property will be a 20.4 net-acre outlot and remain in agricultural production. Approximately 25% of the subject property will be taken out of production to accommodate the subdivision. A note on the plat indicates Outlot A is to be used for agricultural purposes. The LESA score of the subject property is 237 and under the threshold of 267 to permit a rezoning due to locational factors that make the land less prime for agriculture. The design of the subdivision also clusters the lots with frontage on County roads instead of fragmenting the farm ground with a private subdivision road.*

- b. Evidence demonstrating the reason(s) why the plan should be changed, including but not limited to whether new information has become available since the comprehensive plan was adopted that supports reexamination of the plan, or that existing or proposed development offer new opportunities or constraints that were not previously considered.

**Staff Comment:** *Typically, parcels in agricultural use and with an agricultural tax classification are designated as Agricultural Conservation Areas on the C2C Plan Future Land Use Map. It does not appear that the location of woodlots and thus the location of historically denser areas was considered as part of the C2C Comprehensive Plan Future Land Use Map designation process. It also does not appear adjacent subdivisions or residentially zoned areas were taken into consideration when the property was designated Agricultural Conservation.*

*It is part of the C2C Plan Implementation Matrix to establish location guidelines for proposed subdivisions as part of Land Use Goal 4 (evaluate short and long-term financial impacts to the County budget when considering development proposals.) This item has not been completed.*



*However, planning staff would likely consider surrounding land use as part of the location guidelines.*

- c. Whether or not the change is needed to allow reasonable development of the site.

**Staff Comment:** *The proposed amendment from the Agricultural Conservation Area to the Rural Residential Area is necessary to allow residential development on this site. In the current zoning district of A-1 Agricultural and configuration, one dwelling may be constructed on the subject property. Once a dwelling was constructed, a Residential Parcel Subdivision could be submitted to create one additional lot, buildable for dwelling. The process of constructing a dwelling prior to subdividing a lot for a second dwelling is limiting and does not allow for reasonable development of the parcel when compared to surrounding land uses. The C2C Plan amendment, rezoning, and minor subdivision would result in two additional lots than would be permitted through a residential parcel subdivision and would not require any of the dwellings to be constructed before the subdivision could occur.*

- d. The relationship of the proposed amendment to the supply and demand for the particular land uses within the county and immediate vicinity of the site.

**Staff Comment:** *The C2C Plan future housing demand project forecasts a need for approximately 13,254 new housing units in Story County by 2030, a 36% increase. This equates to 346 new single-family dwellings and 314 new multi-family dwellings per year, which is above the average housing starts per year typical for Story County in the past 30 years.*

*Regarding demand in the vicinity of the subject property, the subject property is approximately .8 miles north of the City of Huxley and 1.1 miles northwest of the City of Cambridge. Huxley and Cambridge, with their combined populations, is the third most populous incorporated area in Story County. According to the C2C Plan, from 1990 to 2010 the City of Huxley experienced a 62% increase in population—the largest of any municipality in Story County. Cambridge experienced a 16.1% population increase in the same time period. However, overall in the unincorporated area of Story County, there was a decrease in population. Palestine Township, where Huxley is located, has had six subdivisions acted on and 14 permits for dwellings and dwelling additions in the unincorporated area of the County since 2015. While this is the third highest amount of the 16 townships in Story County, two were agricultural subdivisions and did not create new development lots. Four were residential parcel subdivisions and created one additional development lot each. Of these, two have dwellings being constructed. The property owner of one of the subdivisions planned to construct a new home for themselves on the new lot in the short-term. Union Township, where the subject property and Cambridge is located, has had four subdivisions acted on and 12 permits for dwellings and dwelling additions in the unincorporated area of the County since 2015. All of the subdivisions were residential parcel subdivisions and created one additional development lot each. One dwelling has been constructed on one of the lots. In one of the*



*subdivisions, the owner planned to delay construction of a new home for two years. In the remaining two subdivisions, the additional lots were planned to remain in agricultural production.*

- e. A demonstration that the proposed amendment has merit beyond the interests of the applicant.

**Staff Comment:** *The Future Land Use Map amendment from the Agricultural Conservation Area to the Rural Residential Area designation would serve the interests of the applicant by allowing residential lots to be platted and sold for single-family dwelling construction. However, the applicant has proposed a minor subdivision, limited to four lots, and the design will preserve 20.4 net acres of farm ground by placing it in an outlot. By only platting 7.03 net acres of the approximately 27-acre parcel, the applicant is also serving the broader interests of Story County by providing additional opportunities for housing while maintaining the area's rural character and preserving agricultural areas.*

- f. The possible impacts of the amendment on all specific elements of the comprehensive plan as may be applicable, including but not limited to:
  - 1. Goals. Objectives and strategies as related to the following from C2C Plan; Agricultural Resources, Community Facilities and Services, Communications and Public Safety, Emergency Preparedness, Cultural Resources, Infrastructure and Utilities, and Intergovernmental Coordination. **Staff Comment:** *See analysis for the extent to which the change would be consistent with the comprehensive plan goals and policies in section a.*
  - 2. Conservation of Natural Resources and Recreation. **Staff Comment:** *No impact anticipated.*
  - 3. Land Use. **Staff Comment:** *See analysis for the extent to which the change would be consistent with the comprehensive plan goals and policies in section a.*
  - 4. Economic Prosperity. **Staff Comment:** *Story County (the Ames Metropolitan Statistical Area) has one of the lowest unemployment rates in the nation. Related to a tight labor market are issues attracting new workers, which may be compounded by a shortage of housing. The four additional lots proposed may not have a noticeable impact. However, this section of the C2C Plan in part focuses on growing Story County's workforce, which would be benefited by more housing options.*
  - 5. Transportation. **Staff Comment:** *The proposed designation amendment will likely have a limited impact on the traffic along 300<sup>th</sup> Street and 560<sup>th</sup> Avenue as it will allow for up to four new dwellings in the area. The applicant indicates that Lot 4 will be owned by his son, who resides to the south of the subject property and a dwelling is not planned to be constructed on the lot. The County Engineer has required changes to create shared accesses to the subdivision to lessen the impact and improve traffic safety. The applicant has shown the access easements on the plat and provided written access easements. The County Engineer also noted that this area is a source of complaints. He requested a note be placed on the plat to inform future buyers of the lots that the road would not be paved.*



*This note was not added to the plat at the time of writing this report. If the note is not added prior to the Board of Supervisors review, it may be included in the resolution and ordinance for the request. The applicant also indicated dust control would be up to individual property owners.*

- g. Consideration of the fiscal impact of the proposed amendment to Story County.  
**Staff Comment:** *None anticipated.*

**Minor Subdivision Requirements**

**Section 87.08 of the Story County Land Development Regulations contains standards for Minor Subdivisions, as follows:**

A subdivision may be submitted for review and approval as a Minor Subdivision Plat when all of the following are true:

- (1) The subdivision contains no more than four new development lots.
- (2) All development lots within the subdivision are fronted on an existing public street.
- (3) The subdivision includes no land set apart for new streets, alleys, parks, dedicated open space, school property or public use.
- (4) No Agricultural or Minor Subdivision Plats have been approved for the tracts being divided after December 31, 2003.

All of these standards are met by the submittal: four development lots and one outlot are proposed, all lots have frontage on 300<sup>th</sup> Street or 560<sup>th</sup> Avenue, there is no public open space proposed, and no previous subdivisions of the parcel have occurred.

Section 87.08 also includes detailed submittal requirements for Minor Subdivisions. General Site planning standards in Chapter 88 also apply. These include written and signed statements of the appropriate officials of the availability of water (Xenia Rural Water) and electricity (Consumers Energy). Gas is not proposed to be extended to the site. A letter of acknowledgment from the applicable fire chief (Cambridge) is required. All letters from utilities and the Fire Chief have been received. None provided comments beyond their ability to serve the subdivision. Staff has reviewed the subdivision for conformance with these requirements and standards and found all are met. The Interagency Review Team waived a requirement that contours be shown on the plat as County Departments felt the contours available through LIDAR were sufficient and the only proposed grading is for the construction of the dwellings.

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**Comments**

The following comments are part of the official record of the proposed **Story County Zoning Map Amendment, Case No. REZ01-19 and SUB03-19**. If necessary, conditions of approval may be formulated based on these comments.

**Comments from the Conceptual and Interagency Review Team**



A conceptual Review meeting was held for the proposed rezoning and subdivision on November 15, 2018. Once submitted, the rezoning application was routed to the Interagency Review Team. The following are relevant comments to the Board's consideration that were provided during these review periods.

Story County Engineer's Office:

*There are a number of driveway issues with this layout and any new driveway will require a permit from our office.*

*Lot 1 will need an easement through Lot 2 for access due to driveway spacing requirements and sight distance limitations to the north.*

*Lot 4 has an existing drive but this will probably need to be shared with Outlot A in order to meet our driveway requirements. This will require an easement through Lot 4 for Outlot A access.*

*I also have a general concern about the number of homes being built in this area since it is on a gravel roadway. I already get complaints/requests from this area to pave the roadway due to dust and traffic. It would be difficult and expensive to pave out to this area due to the bridges, curves, and terrain. It would be nice to see a note on the plat that states that Story County has no plans to pave 560th Avenue. This would inform the new lot buyers but it would not help the existing home owners.*

Story County Environmental Health Department:

*The applicant is reminded that the site review must be conducted by a soils professional or engineer, and the site review report submitted with the septic application. If vertical geothermal loops are planned, that permitting process is also handled by the Environmental Health Department.*

*Applications can be found on the county website at <https://ia-storycounty2.civicplus.com/431/Applications-Forms>.*

Story County Planning and Development Department:

- 1. Please note that any development that will "disturb" an area of one or more acres is required to obtain a National Pollutant Discharge Elimination System (NPDES) permit for its storm water discharge. Please work with the Iowa DNR to determine if a permit is required.*
- 2. Is any dust control proposed for the roadway in front of the subdivision?*

**Comments from the General Public**

Notice letters were sent to property owners within ¼ mile of the proposed rezoning on May 28, 2019, regarding the Planning and Zoning Commission Meeting on June 5, 2019, and the Board of Supervisors Meeting on June 18, 2019. A development proposed sign was placed on the property on May 31, 2019.

One adjacent property owner provided a letter in opposition that is available on the agenda center.

**Comments from Cities within Two Miles**

The City of Huxley approved the request on June 11, 2019.

The City of Cambridge approved the request on June 3, 2019.



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## Conditions of Approval

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According to Section 92.06(3) of the *Story County, Iowa Code of Ordinances*, as a part of an ordinance authorizing an amendment, supplement or change in a district, or from one district to another district, the Board of Supervisors may impose conditions on a property owner, heirs and assigns, which are in addition to existing regulations if the additional conditions have been agreed to in writing by the property owner before the required public hearing or any adjournment of the hearing regarding the third consideration of the application.

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## Points to Consider

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The following are points to consider in evaluating the applicant's request to amend the Official Zoning Map, amend the C2C Comprehensive Plan Future Land Use Map Designation, and for a minor subdivision for Parcel AD in Section 18 of Union Township.

1. The applicant has requested a C2C Comprehensive Plan Future Land Use Map amendment from the Amendment from Agricultural Conservation Area to the Rural Residential Area to be compatible with the requested A-R Agricultural Residential zoning.
2. If the rezoning and C2C amendment are approved, it would allow for the proposed minor subdivision. All requirements for a minor subdivision plat have been satisfied.
3. In the current zoning district of A-1 Agricultural and configuration, one dwelling may be constructed on the subject property. Once a dwelling was constructed, a Residential Parcel Subdivision could be submitted to create one additional lot, buildable for dwelling. The process of constructing a dwelling prior to subdividing a lot for a second dwelling is limiting and does not allow for reasonable development of the parcel when compared to surrounding land uses.
4. The proposed subdivision will create four lots totaling 7.03 net acres. The remainder of the subject property will be a 20.4 net-acre outlot and remain in agricultural production.
5. With the outlot, the average lot size for the subdivision is 5.5 net acres. This is the same approximate average parcel size for a parcel with a dwelling within a half mile of the subject property.
6. Section 18, where the proposed subdivision is located, was originally surveyed with a high density of woodlots. Because these are considered legally established lots of record, there are numerous dwellings in the section. Of the 63 parcels within a half mile, 28 or 44% have dwellings. There are 18 properties with a half mile and four adjacent to the subject property are zoned A-R Agricultural Residential.
7. There are three adjacent subdivisions to the subject property. One is zoned A-R Agricultural Residential and shares a common boundary with the subject property's east property line.
8. The LESA score of the subject property is 237, under the threshold of 267 to allow a rezoning from the A-1 Agricultural District.
9. Letters from Xenia Rural Water and Consumers Energy have been received regarding their ability to serve the proposed subdivision. Gas is not proposed. The Cambridge Fire Chief also provided a statement of acknowledgment for the proposed subdivision.



10. The County Engineer noted that 560<sup>th</sup>, a gravel County road, is a source of complaints due to residential development in the area. However, he requested a note be placed on the plat to inform future buyers of the lots that the road would not be paved. This note was not added to the plat at the time of writing this report. If the note is not added prior to the Board of Supervisors review, it may be included in the resolution and ordinance for the request.
11. To address potential traffic impacts and traffic safety, the County Engineer also requested two shared accesses be used for the four development lots and outlot. The applicant has shown the access easements on the plat and provided written access easements

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## Planning and Zoning Commission Recommendation

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At their June 5, 2019, meeting the Planning and Zoning Commission recommended approval of the Story County Official Zoning Map Amendment, Story County C2C Future Land Use Map Amendment, and Minor Subdivision.

The Commission had questions about the note on the plat that the outlot was to be reserved for agricultural purposes and if the note was binding. Staff communicated that in order to have that note removed, the subdivision would need to be replatted, requiring approval of property owners within the subdivision and a new plat to be approved by the Board of Supervisors.

The Commission also asked if the narrow frontage from Outlot A to 560<sup>th</sup> could be developed as a road in the future. Staff commented that while it would meet minimum width requirements, it would not meet the required separation distance for roads from intersections.

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## Alternatives

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At the June 18, 2019, meeting, the Board approved the resolutions for the Story County C2C Future Land Use Map Amendment and Minor Subdivision and approved the first consideration of the Story County Official Zoning Map Amendment. The Board directed staff to not add the note that there are no plans to pave 560<sup>th</sup> to the ordinance. No new comments or information was received prior to the posting of this report. The Story County Board of Supervisors may consider the following alternatives for the second consideration of the Story County Official Zoning Map Amendment.

1. **The Story County Board of Supervisors approves the proposed Story County Zoning Map Amendment from the A-1 Agricultural District to the A-R Agricultural Residential District, as put forth in case REZ01-19, on second consideration and waives the third consideration.**
2. The Story County Board of Supervisors approves the proposed Story County Zoning Map Amendment from the A-1 Agricultural District to the A-R Agricultural Residential District, as put forth in case REZ01-19, on second consideration and sets the third consideration for Tuesday, July 2, 2019.



3. The Story County Board of Supervisors approves the proposed Story County Zoning Map Amendment from the A-1 Agricultural District to the A-R Agricultural Residential District, as put forth in case REZ01-19, with conditions on second consideration and sets the third consideration for Tuesday, July 2, 2019.
4. The Story County Board of Supervisors denies the proposed Story County Zoning Map Amendment from the A-1 Agricultural District to the A-R Agricultural Residential District, as put forth in case REZ01-19, on second consideration and sets the third consideration for Tuesday, July 2, 2019.
5. The Story County Board of Supervisors remands the proposed Story County Zoning Map Amendment from the A-1 Agricultural District to the A-R Agricultural Residential District, as put forth in case REZ01-19, back to the applicant and/or staff for additional information, and directs staff to place the second consideration on the July 2, 2019, Story County Board of Supervisors Agenda.

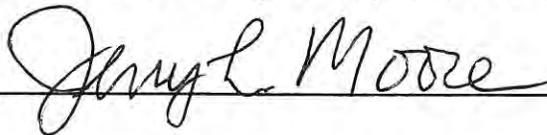


**Date of Meeting:** June 20, 2019  
**Department:** Planning and Development  
**Project Name:** **Conditional Use Permit—Dakin's Lake Cabin**  
**Applicant:** Story County Conservation Board

**COMMENTS:**

1. A Conditional Use Permit - CUP application is required to be submitted for the proposed cabin at Dakin's Lake as identified in Story County Land Development Regulations Chapter 90, Table 90-1. What is the timing of the other two cabins? They would likely be considered Minor Modifications to this CUP request.
2. Please provide a written narrative explaining the proposed project including construction schedule and authorization information for the project from SCCB and BOS.
3. Story County Land Development Regulations Ch. 88.08 require compliance with installation of ADA compliant parking stall and signage. A standard parking stall is 8.5' or 9' X 17.5'. Please show on site plan drawing.
4. What is the total number of parking stalls, now and future? Parking lot landscaping might be required if more than 10 parking stalls at one tree for every five parking stalls.
5. Chapter 88.11 (1) identifies a minimum landscape area required from 20% of the proposed impervious surface. The landscape area is required to be installed at lower elevation where possible to provide maximum benefit with erosion control. Please provide the sq. ft. breakdown of all proposed impervious surfaces (cabin, parking, sidewalk, patio etc...) and sq. ft. of proposed planting area. Identify proposed planting type.
6. Please confirm if the dashed rectangles to the north are future cabins. Please label.
7. Is any lighting planned for the building or site area? If so, it will need to meet Chapter 88.09 Site Lighting requirements.
8. Is a trash container or HVAC planned? If so, screening is required to at minimum 75% opaque or to height to screen the view at maturity within three years which ever is first. See Chapter 88.10 for details.
9. The ordinance requires a traffic impact analysis to be submitted for commercial/industrial and major subdivision plat submittals. The County Engineer and Board of Supervisors may waive the requirement for a Traffic Impact Study following review of the Traffic Impact Analysis. See Chapter 88.13 Traffic Impact Analysis and Study for details.
10. The CUP application submittal will be reviewed by County staff and it will be reviewed with a recommendation from the Planning and Zoning Commission and acted on by the Board of Adjustment. The deadline for a CUP application submittal is June 24, 2019 for the July 10, 2019 Planning and Zoning Commission meeting and July 1, 2019 for the July 17, 2019 Board of Adjustment meeting.

**Signed:**



**Dated:**

\_\_\_\_\_

**Amelia Q. Schoeneman**

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**From:** Chris Richter [REDACTED]  
**Sent:** Tuesday, June 4, 2019 9:47 PM  
**To:** Amelia Q. Schoeneman  
**Cc:** Amanda Richter  
**Subject:** Concerns for Case No. REZ01-19 and SUB03-19:

[External Sender - Please Use Caution]  
Due to my proximity please submit as a "Concerned Story County Resident"

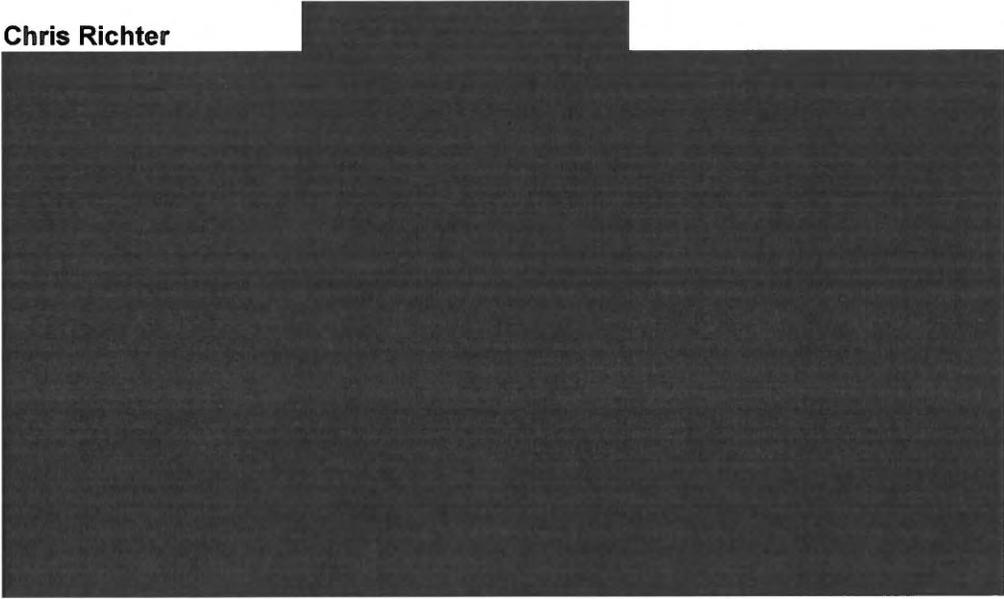
Concerns for Case No. REZ01-19 and SUB03-19:

- What is the overall plan of the purposed development?
- What will the long term effects of the plan be on:
  - Road Maintenance
  - Rural water supply
  - Property values of the surrounding residents
  - Taxes on the surrounding properties
- What covenants will be put in place on the new development:
  - Types of dwellings allowed
  - Types of out buildings allowed
  - Number of out buildings allowed
  - Will covenants restrict livestock
- With the development covering the west side of the property where will the "ag plot" drive access be?
- How will the long term plan affect:
  - Given the recent heavy spring rains: water shed on local creeks and surrounding properties
  - Long term effects on water and soil quality with the increased density of septic systems
  - Traffic patterns
  - Public safety
  - Air, land, and noise pollution
  - Local wildlife
  - What are your opinions on the positive and negative effects of moving forward?
- What benefit does the county derive from such a conversion of farm land to residential other than just increased taxes?
- How does this development impact the surrounding agricultural land, positive/negative?
- What is the anticipated timeline from approval to full development?
- With the lot availability within in the already residential areas of the Ballard community does this rezoning make sense?

- In the long run, does eliminating this agricultural land serve the common good of the community?

Thank you in advance for addressing my concerns,

**Chris Richter**



REZ01-19

Story County Planning and Development  
900 6th Street, Nevada, Iowa 50201  
(515) 382-7245 — pzweb@storycountyiowa.gov — www.storycountyiowa.gov

TEXT, ZONING, AND C2C PLAN AMENDMENTS



<b>1. Property Owner*</b> (Last Name) <u>Westwood Center Partners LLC</u> (First Name) _____ (Address) <u>6723 Hwy 69</u> (City) <u>Ames</u> (State) <u>IA</u> (Zip) <u>50010</u> (Phone) <u>233-8558</u> (Email) <u>Wallstar123@AOL.com</u>	<b>2. Applicant (if different than owner)</b> (Last Name) <u>Leon J Waebker</u> (First Name) <u>Leon</u> (Address) <u>6723 Hwy 69</u> (City) <u>Ames</u> (State) <u>IA</u> (Zip) <u>50010</u> (Phone) _____ (Email) _____
---	--

**3. Property Address** \_\_\_\_\_ **Parcel ID Number(s)** 1418 100 110

**4. Certification and Signature**

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

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

Property Owner Signature Jeff Walker + Date 11-7-18 Applicant Signature [Signature] Date 11-7-18

**Code of Ordinances (Text)**

Amended Section(s): \_\_\_\_\_

**Submittal Requirements:**

- Attend conceptual review meeting\*\*
- Filing Fee (required prior to processing): \$325
- Proposed text language showing red-lines & strikeouts of the proposed changes
- Written narrative explaining justification for proposed amendment and conformance to the standards for approval outlined in Section 92.07 of the Story County Code of Ordinances

**Official Zoning Map (Rezoning)\*\*\***

Current District: A-1  
Proposed District: A-R

**Submittal Requirements:**

- Attend conceptual review meeting\*\*
- Filing Fee (required prior to processing): \$350
- Legal description of area to be amended (submit as Word document)
- Written narrative explaining justification for proposed amendment and response to the standards for approval outlined in Section 92.06(2) of the Story County Code of Ordinances
- All submittal requirements as outlined in Section 92.06(3) of the Story County Code of Ordinances

**Cornerstone to Capstone Plan\*\*\***

Current Designation: \_\_\_\_\_  
Proposed Designation: \_\_\_\_\_

**Submittal Requirements:**

- Attend conceptual review meeting\*\*
- Filing Fee (required prior to processing): \$350
- Legal description of area to be amended (submit as Word document)
- Written narrative explaining existing and proposed plan designations, as well as justification for amendment

\*\*Prior to submittal of a Text, Zoning, or C2C Plan Amendment application, see conceptual review application and deadline on Planning and Development website.  
\*\*\*If applying for Zoning and C2C Plan Amendments, only 1 filing fee is required.

Receipt No. 5169906  
Receipt Amount 1025



**1. Property Owner\***

(Last Name) Westwood Center Partners, LC  
 (First Name) \_\_\_\_\_  
 (Address) 6723 Hwy 69  
 (City) Ames (State) IA (Zip) 50010  
 (Phone) 233-8558 (Email) Wallstar123@AOL.com

**2. Applicant** (if different than owner)

(Last Name) Lena Wuebler  
 (First Name) Lena  
 (Address) 6723 Hwy 69  
 (City) Ames (State) IA (Zip) 50010  
 (Phone) 233-8558 (Email) Wallstar123@AOL.com

**3. Property Address**

**Parcel ID Number(s)** 1418100110

**4. Certification and Signature**

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

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

Property Owner Signature WWC Partners by [Signature] Date 5/28/19 Applicant Signature [Signature] Date 5/28/19

**Code of Ordinances (Text)**

Amended Section(s): \_\_\_\_\_

**Submittal Requirements:**

- Attend conceptual review meeting\*\*
- Filing Fee (required prior to processing): \$325
- Proposed text language showing red-lines & strikeouts of the proposed changes
- Written narrative explaining justification for proposed amendment and conformance to the standards for approval outlined in Section 92.07 of the Story County Code of Ordinances

**Official Zoning Map (Rezoning)\*\*\***

Current District: \_\_\_\_\_

Proposed District: \_\_\_\_\_

**Submittal Requirements:**

- Attend conceptual review meeting\*\*
- Filing Fee (required prior to processing): \$350
- Legal description of area to be amended (submit as Word document)
- Written narrative explaining justification for proposed amendment and response to the standards for approval outlined in Section 92.06(2) of the Story County Code of Ordinances
- All submittal requirements as outlined in Section 92.06(3) of the Story County Code of Ordinances

**Cornerstone to Capstone Plan\*\*\***

Current Designation: Agricultural Conservation

Proposed Designation: Rural Residential

**Submittal Requirements:**

- Attend conceptual review meeting\*\*
- Filing Fee (required prior to processing): \$350
- Legal description of area to be amended (submit as Word document)
- Written narrative explaining existing and proposed plan designations, as well as justification for amendment

\*\*Prior to submittal of a Text, Zoning, or C2C Plan Amendment application, see conceptual review application and deadline on Planning and Development website.

\*\*\*If applying for Zoning and C2C Plan Amendments, only 1 filing fee is required.

Receipt No. \_\_\_\_\_  
 Receipt Amount \_\_\_\_\_

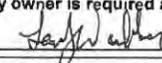
<p><b>1. Property Owner*</b></p> <p>(Last Name) <u>Westwood Center Partners, L.C.</u></p> <p>(First Name) _____</p> <p>(Address) <u>6723 US Hwy. 69</u></p> <p>(City) <u>Ames</u> (State) <u>IA</u> (Zip) <u>50010</u></p> <p>(Phone) <u>515-233-8558</u> (Email) <u>rbs@foxeng.com</u></p>	<p><b>2. Applicant</b> (if different than owner)</p> <p>(Last Name) _____</p> <p>(First Name) _____</p> <p>(Address) _____</p> <p>(City) _____ (State) _____ (Zip) _____</p> <p>(Phone) _____ (Email) _____</p>
---	---

<b>3. Property Address</b> <u>N/A</u>	<b>Parcel ID Number(s)</b> <u>14-18-100-110</u>
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**4. Certification and Signature**

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

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

Property Owner Signature  Date 5/9/19 Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

<p><input checked="" type="checkbox"/> <b>Subdivision</b></p> <p>Proposed Name: <u>Deerfield Subdivision Second Addition</u></p> <p><b>Filing Fee/Type (required prior to processing):</b></p> <p><input type="checkbox"/> Residential Parcel Plat (\$175)</p> <p><input type="checkbox"/> Agricultural Plat (\$175)</p> <p><input type="checkbox"/> Minor Plat (\$275)**</p> <p><input type="checkbox"/> Major Plat—Preliminary (\$275)**</p> <p><input type="checkbox"/> Major Plat— Final (\$175)**</p> <p><i>**Conceptual Review required</i></p> <p><b>Submittal Requirements:</b></p> <p><input checked="" type="checkbox"/> Attend conceptual review meeting</p> <p><input checked="" type="checkbox"/> Legal description that will be used on all required legal documents (submit as Word document)</p> <p><input checked="" type="checkbox"/> Proposed subdivision plat (submit as PDF)</p> <p><input checked="" type="checkbox"/> All required submittal requirements as outlined in <u>Chapter 87 of the Story County Code of Ordinances</u> (87.06(3) for Residential Parcel, 87.07(3) for Agricultural, 87.08(3) for Minor, 87.09(3) for Major-Preliminary and 87.09(5) for Major-Final)</p> <p><input checked="" type="checkbox"/> All required documents for subdivision plats as outlined in Iowa Code Chapter 354.11</p>	<p><input type="checkbox"/> <b>Vacation</b></p> <p>Type: <input type="checkbox"/> Right-of-way <input type="checkbox"/> Plat</p> <p><b>Submittal Requirements:</b></p> <p><input type="checkbox"/> Filing Fee (required prior to processing): <u>\$175</u></p> <p><input type="checkbox"/> Legal description that will be used on all required legal documents (submit as Word document)</p> <p><input type="checkbox"/> Written description of requested items to be vacated</p> <p><input type="checkbox"/> See Chapter 87.10 for the vacation process</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Receipt No. _____</p> <p>Receipt Amount _____</p> </div>
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<b>INSTRUMENT PREPARED BY:</b>	Brian D. Torresi, 2605 Northridge Pkwy., Ames, IA 50010 (515) 288-2500
<b>RETURN TO:</b>	Brian D. Torresi, 2605 Northridge Pkwy., Ames, IA 50010

**CONSENT**

KNOW ALL PERSONS BY THESE PRESENTS:

That **WESTWOOD CENTER PARTNERS, L.C.**, an Iowa limited liability company, does hereby covenant that it is the lawful owner of the following-described real estate situated in Story County, Iowa, to-wit:

Parcel "AD" a part of the Northwest Fractional Quarter (NW<sup>1</sup>/<sub>4</sub>) of the Northwest Fractional Quarter (NW<sup>1</sup>/<sub>4</sub>) of Section Eighteen (18), Township Eighty-two (82) North, Range Twenty-three (23) West of the 5th P.M., Story County, Iowa, as shown on the Plat of Survey filed in the office of the Recorder of Story County, Iowa, on April 1, 2008, as Instrument No. 08-03198, Slide 329, Page 4

The undersigned does hereby certify, acknowledge and declare that the platting of said real estate to be known as **DEERFIELD SUBDIVISION SECOND ADDITION, STORY COUNTY, IOWA**, is with its free consent and in accordance with its desires as proprietor.

Dated this 9 day of May, 2019.

**WESTWOOD CENTER PARTNERS, L.C.**

By: Leon J. Wuebker  
Leon J. Wuebker, Manager

STATE OF IOWA, STORY COUNTY, SS:

This record was acknowledged before me on this 9 day of May, 2019, by Leon J. Wuebker, as a Manager of Westwood Center Partners, L.C.

[Signature]  
Notary Public in and for the State of Iowa  
My commission expires 8/21/21



**ATTORNEY'S OPINION**

I, Brian D. Torrcsi, hereby state that I am an Attorney at Law, duly admitted to the practice of law in the State of Iowa, and an attorney at the Davis Brown Law Firm with offices at 2605 Northridge Parkway, Ames, Story County, Iowa. I further state that I have examined the Abstract of Title to the following-described real estate, to-wit:

Parcel "AD" a part of the Northwest Fractional Quarter (NW $\frac{1}{4}$ ) of the Northwest Fractional Quarter (NW $\frac{1}{4}$ ) of Section Eighteen (18), Township Eighty-two (82) North, Range Twenty-three (23) West of the 5th P.M., Story County, Iowa, as shown on the Plat of Survey filed in the office of the Recorder of Story County, Iowa, on April 1, 2008, as Instrument No. 08-03198, Slide 329, Page 4

(the "Real Estate") from the root of the title thereof, down to and including the 15th day of April, 2019, at 8:00 a.m., last certified by Abstract & Title Services - Story County, Ames, Iowa (Iowa Title Guaranty Division Member #8650). The Real Estate has now been subdivided and is now known as **DEERFIELD SUBDIVISION SECOND ADDITION, STORY COUNTY, IOWA.**

Based upon information within said Abstract of Title, it is my opinion that the fee simple title to the Real Estate is vested in **Westwood Center Partners, L.C.** The Real Estate is free from encumbrances excepting, however, easements of record and to zoning ordinances of Story County, Iowa.

Dated this 9 day of May, 2019.

DAVIS BROWN LAW FIRM

By: 

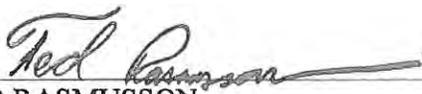
Brian D. Torrcsi, Attorney  
Iowa Title Guaranty Member No. 10046

<b>INSTRUMENT PREPARED BY:</b>	Brian D. Torresi, 2605 Northridge Pkwy., Ames, IA 50010 (515) 288-2500
<b>RETURN TO:</b>	Brian D. Torresi, 2605 Northridge Pkwy., Ames, IA 50010

**CERTIFICATE OF THE TREASURER OF STORY COUNTY, IOWA**

I, Ted Rasmusson, Treasurer of Story County, Iowa, certify that the records in this office show that the real estate described in the attached plat and known as **DEERFIELD SUBDIVISION SECOND ADDITION, STORY COUNTY, IOWA**, is free from certified taxes and certified special assessments.

Dated this 16<sup>th</sup> day of May, 2019.

  
TED RASMUSSON  
TREASURER, STORY COUNTY, IOWA

*By Ardis A. Baldwin, Deputy*

Parcel No. 14-18-100-110



<b>INSTRUMENT PREPARED BY:</b>	Brian D. Torresi, 2605 Northridge Pkwy., Ames, IA 50010 (515) 288-2500
<b>RETURN TO:</b>	Brian D. Torresi, 2605 Northridge Pkwy., Ames, IA 50010

**EASEMENTS**

KNOW ALL PERSONS BY THESE PRESENTS:

That **WESTWOOD CENTER PARTNERS, L.C.**, for good and valuable consideration, does hereby grant unto **STORY COUNTY, IOWA**, and its successors and assigns, shared access easements upon, underground, over or across the following-described real estate:

The East 50 feet of the West 83 feet of Lot Two (2);

The East 50 feet of the West 83 feet of the North 25 feet of Lot Three (3); AND,

The East 50 feet of the West 83 feet of Lot Four (4), except the South 33 feet thereof,

all of the foregoing in **DEERFIELD SUBDIVISION SECOND ADDITION, STORY COUNTY, IOWA**.

The foregoing rights are granted upon the express condition that the users of the granted rights will assume liability for all damage to the real estate described herein and any adjacent real estate caused by the failure to use due care in the exercise of the granted rights.

**WESTWOOD CENTER PARTNERS, L.C.**

By: \_\_\_\_\_  
Leon J. Wuebker, Manager

STATE OF IOWA, STORY COUNTY, SS:

This record was acknowledged before me on this \_\_\_ day of May, 2019, by Leon J. Wuebker, as a Manager of Westwood Center Partners, L.C.

\_\_\_\_\_  
Notary Public in and for the State of Iowa  
My commission expires \_\_\_\_\_

**Amelia Q. Schoeneman**

---

**From:** Mat Kahler <matkahler@hotmail.com>  
**Sent:** Friday, May 31, 2019 1:11 PM  
**To:** Amelia Q. Schoeneman  
**Subject:** Re: Letter of acknowledgement for Deerfield Subdivision, Second Addition

[External Sender - Please Use Caution]

Every thing looks good to me, I don't have any concerns on it.

Fire Chief, Mat Kahler

---

**From:** Amelia Q. Schoeneman <ASchoeneman@storycountyiowa.gov>  
**Sent:** Friday, May 31, 2019 9:48 AM  
**To:** 'matkahler@hotmail.com'  
**Subject:** Letter of acknowledgement for Deerfield Subdivision, Second Addition

Hello Matt,

I think I had the wrong email before—sorry about that!

I have attached a notice with more information about the subdivision and a draft plat.

An email back to me that you have reviewed the plans would be great. If you have any comments regarding fire and EMS response, please let me know.

Thank you.

-Amelia

Amelia Schoeneman  
Planning and Development  
Story County  
900 6<sup>th</sup> Street  
Nevada, IA, 50201  
515.382.7251

**Amelia Q. Schoeneman**

---

**From:** Amelia Q. Schoeneman  
**Sent:** Wednesday, May 29, 2019 4:47 PM  
**To:** 'Corey Iben'  
**Subject:** RE: Deerfield Subdivision Second Addition  
**Attachments:** Plat.pdf

Hi Corey,

Please see the plat attached. Thank you.

-Amelia

**From:** Corey Iben <ciben@xeniawater.org>  
**Sent:** Wednesday, May 29, 2019 3:07 PM  
**To:** Amelia Q. Schoeneman <ASchoeneman@storycountyiowa.gov>  
**Subject:** Deerfield Subdivision Second Addition

[External Sender - Please Use Caution]  
Amelia,

I have spoken with Mr. Wuebker regarding Deerfield Subdivision Second Addition. Xenia Rural Water District has the ability to provide water service to the 4 parcels within his development. However, I have receive much for a plat map, so if you have a map that you could provide me, that would be greatly appreciated.

Thanks,

Corey Iben  
HR & Administration Manager  
Xenia Rural Water District  
23998 141<sup>st</sup> St  
Bouton, IA 50039  
515.676.2117 ext. 116

"Xenia Rural Water District is an Equal Opportunity Employer and Provider"

**Amelia Q. Schoeneman**

---

**From:** Kevin Peterson <kpeterson@consumersenergy.net>  
**Sent:** Tuesday, May 28, 2019 10:33 AM  
**To:** Amelia Q. Schoeneman  
**Subject:** Parcel #14-18-100-110 in Section 18, Union Township

[External Sender - Please Use Caution]  
Emilia

Consumers Energy has electricity available along 560<sup>th</sup> Ave. and 300<sup>th</sup> St. to serve the new proposed Deerfield subdivision, there will be a cost associated with the installation to each new house.

Thanks.

Kevin Peterson  
Operations Manager  
Consumers Energy  
2074 242<sup>nd</sup> St.  
Marshalltown Ia 50158  
641-485-0702

[kpeterson@consumersenergy.net](mailto:kpeterson@consumersenergy.net)

*The information contained in this electronic mail transmission is intended by Consumers Energy for the use of the named individual or entity to which it is directed and may contain information that is confidential or privileged. If you have received this electronic mail transmission in error, please delete it from your system without copying or forwarding it, and notify the sender of the error by reply email so that the sender's address records can be corrected.*



# Story County Insurance Review

June 25, 2019

**DENIED**

**APPROVED**

Board Member Initials: GM

Meeting Date: \_\_\_\_\_

Follow-up action: \$50,000 ded.

+ flood insurance



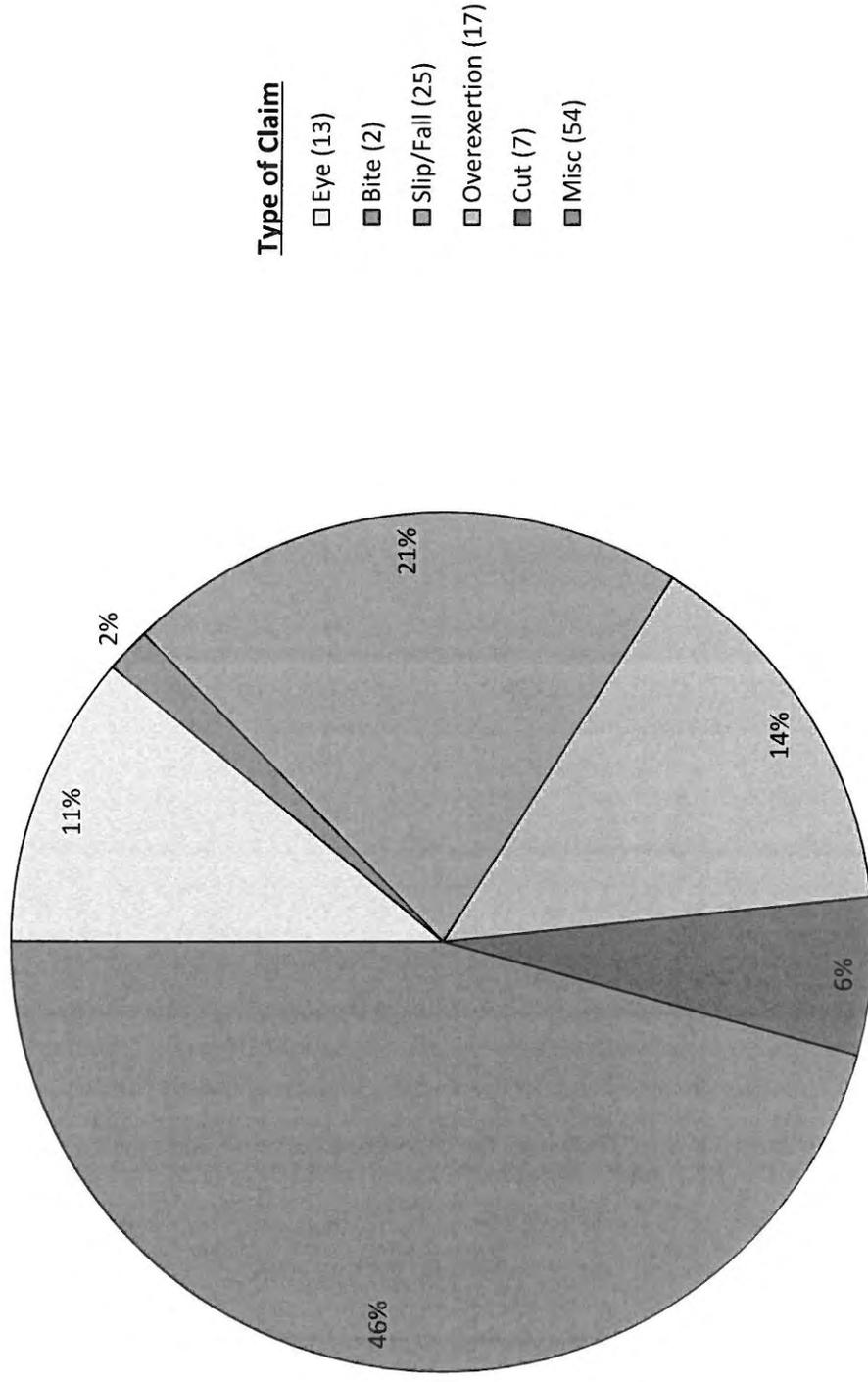
**Knapp Tedesco  
Insurance** est. 1926

# Insurance Structure

- ICAP (Iowa Communities Assurance Pool)
  - Currently insure 75% of Iowa counties
  - Program provides a voucher to reduce premium, most recent totaling \$29,339.
- IMWCA (Iowa Municipal Workers Compensation Association)
  - Risk-sharing pool that insures 71 counties in Iowa.
  - Total credits provided to Story County at the last renewal were \$281,068.

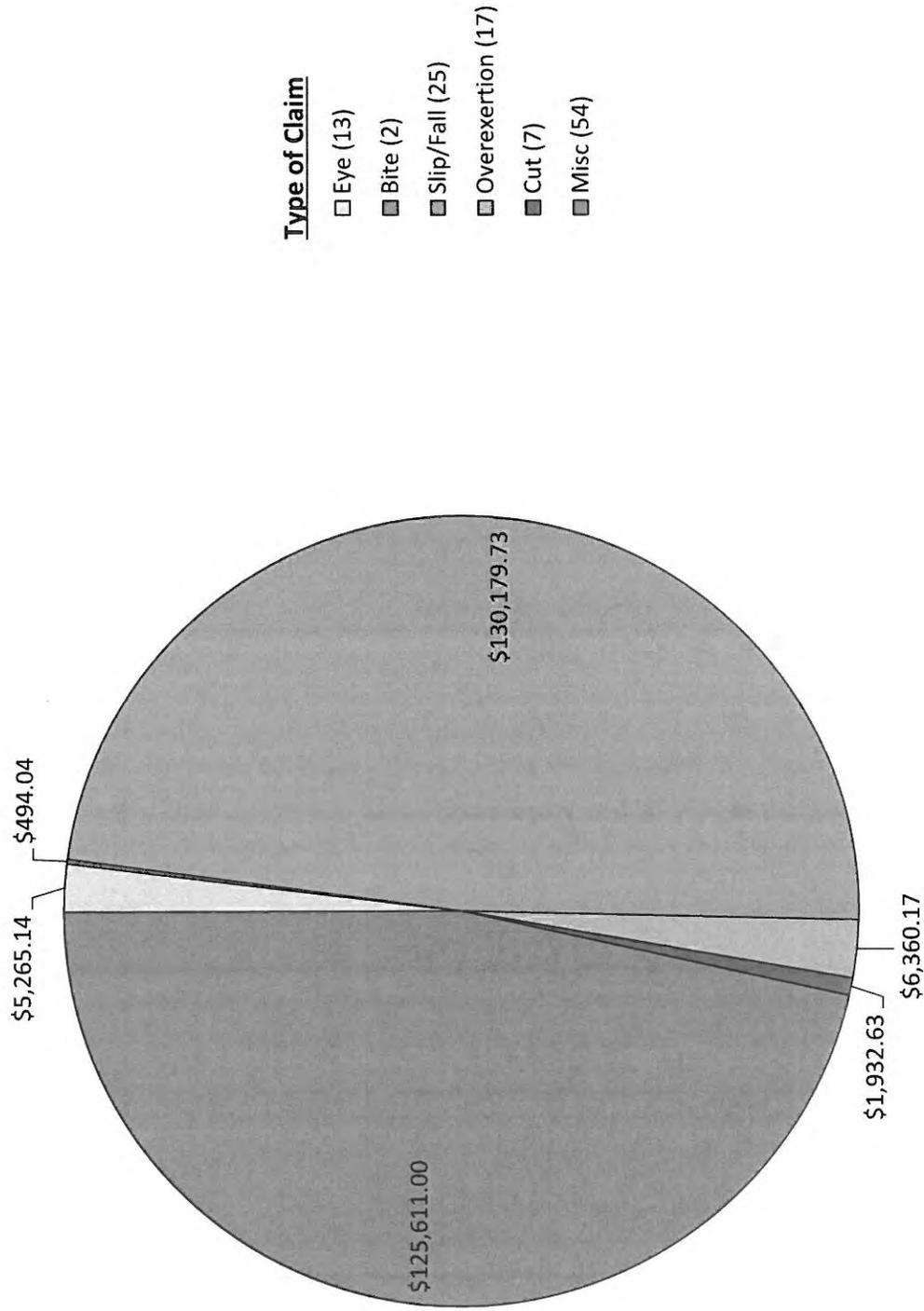
# Work Comp Claims by Frequency

(2014-2019)



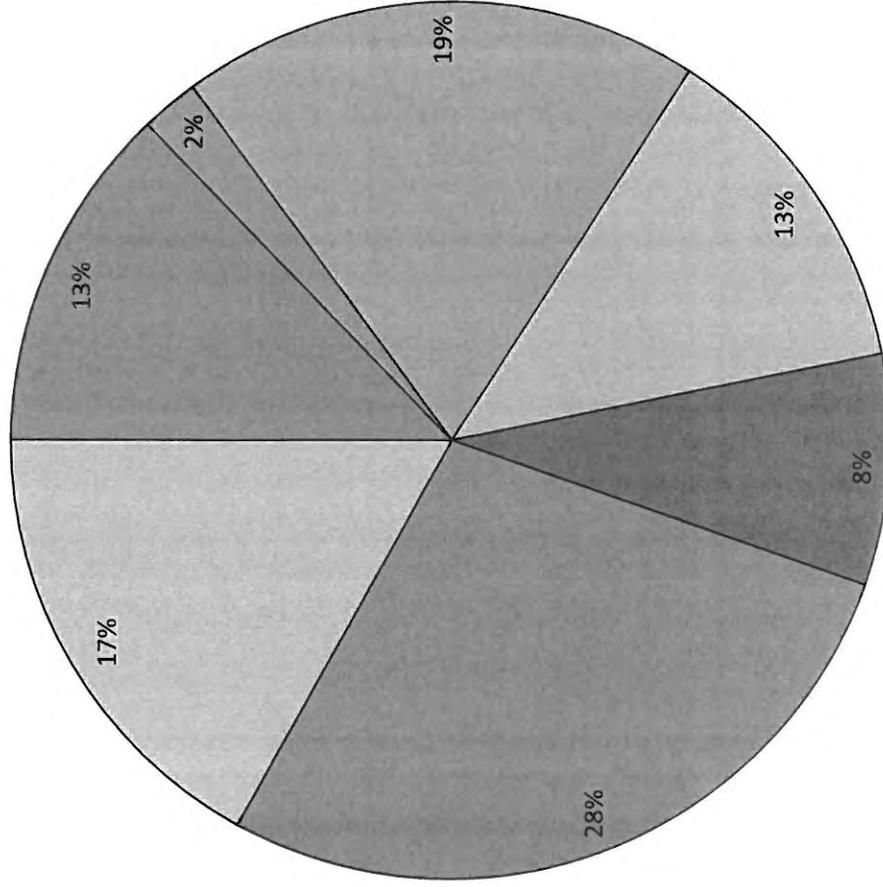
# Work Comp Claims by \$ Amount

(2014-2019)



# Misc. Work Comp Claims by Frequency

(2014-2019)

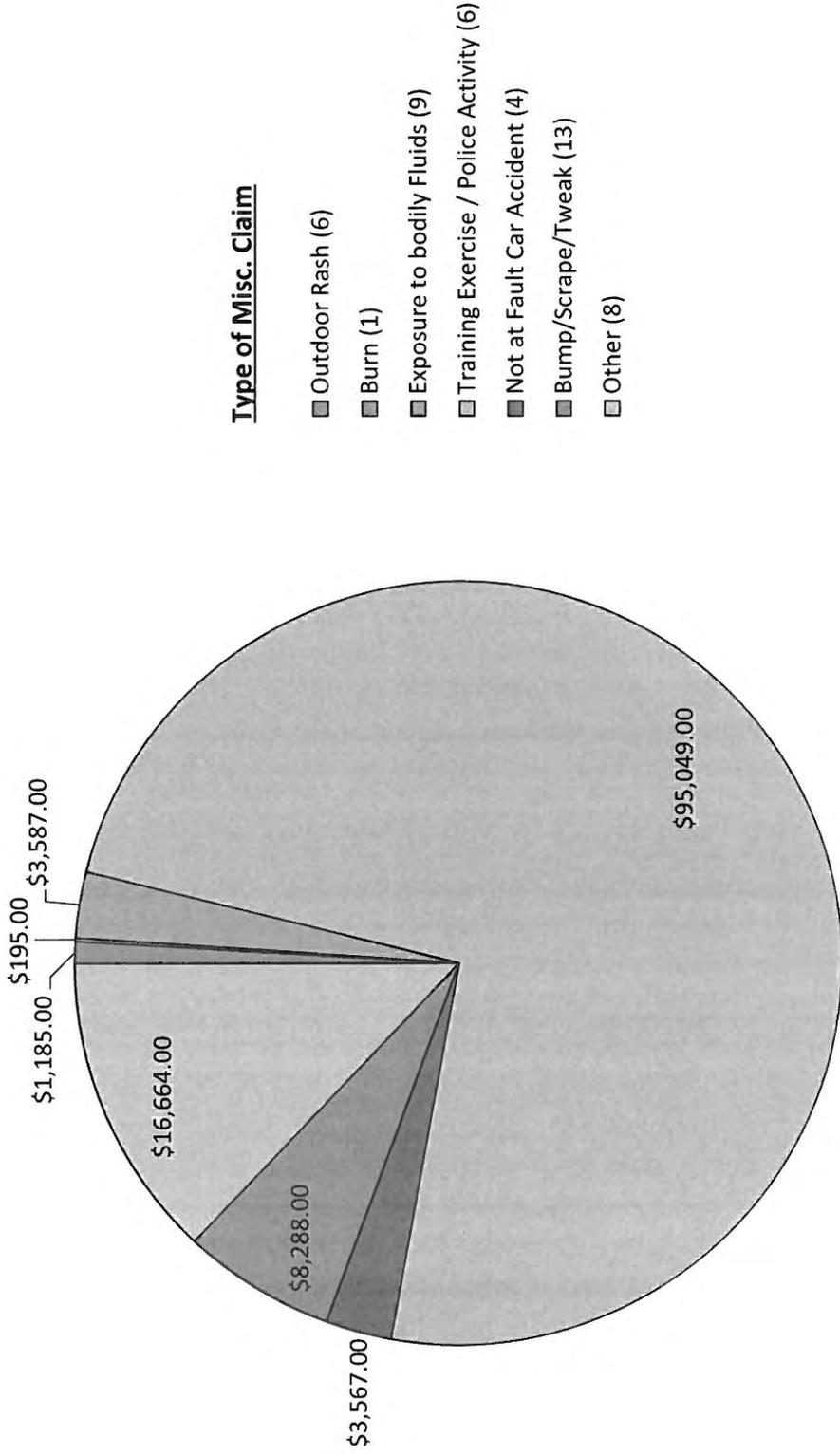


## Type of Misc. Claim

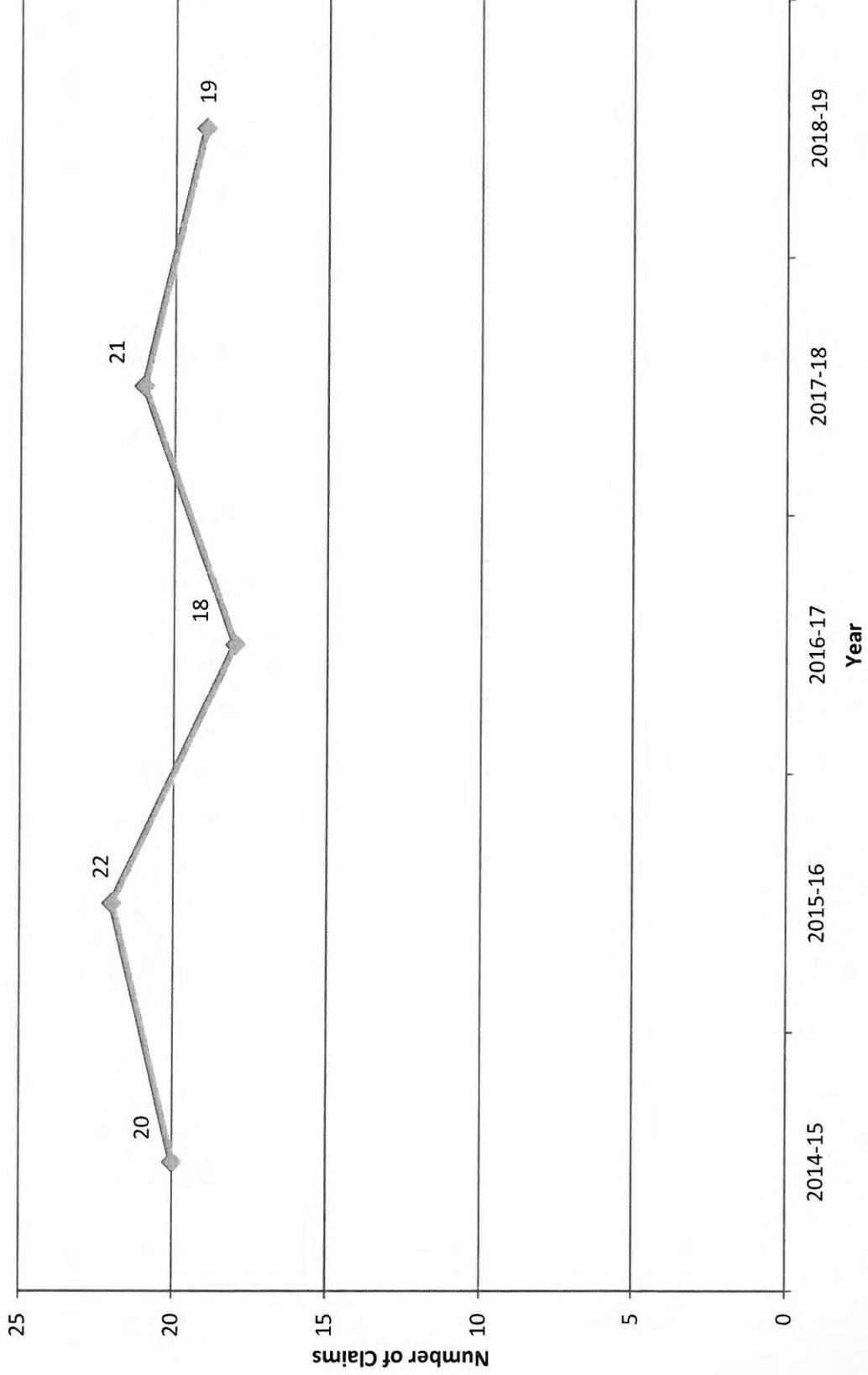
- Outdoor Rash (6)
- Burn (1)
- Exposure to bodily Fluids (9)
- Training Exercise / Police Activity (6)
- Not at Fault Car Accident (4)
- Bump/Scrape/Tweak (13)

# Misc. Work Comp Claims by \$ Amount

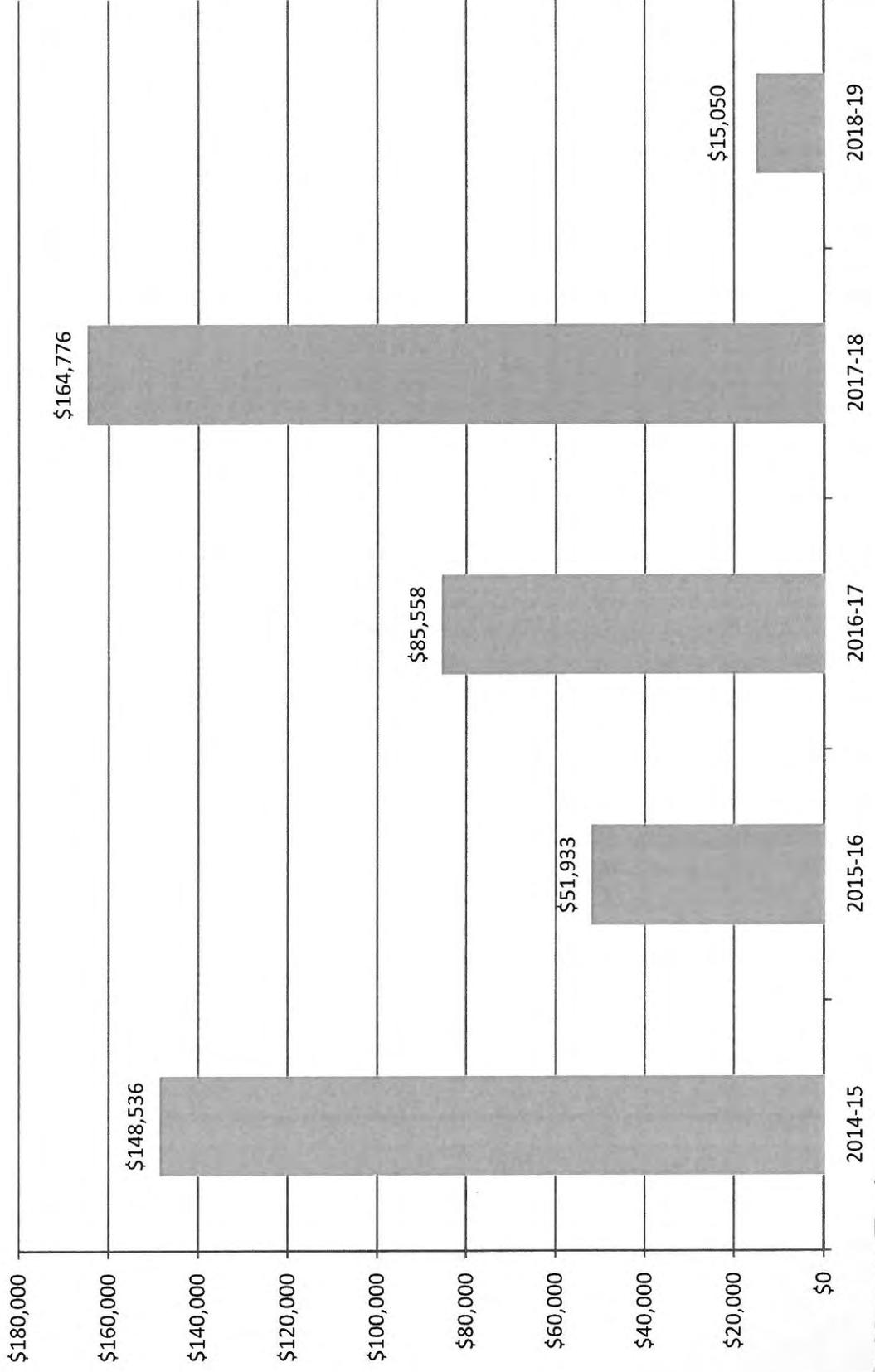
(2014-2019)



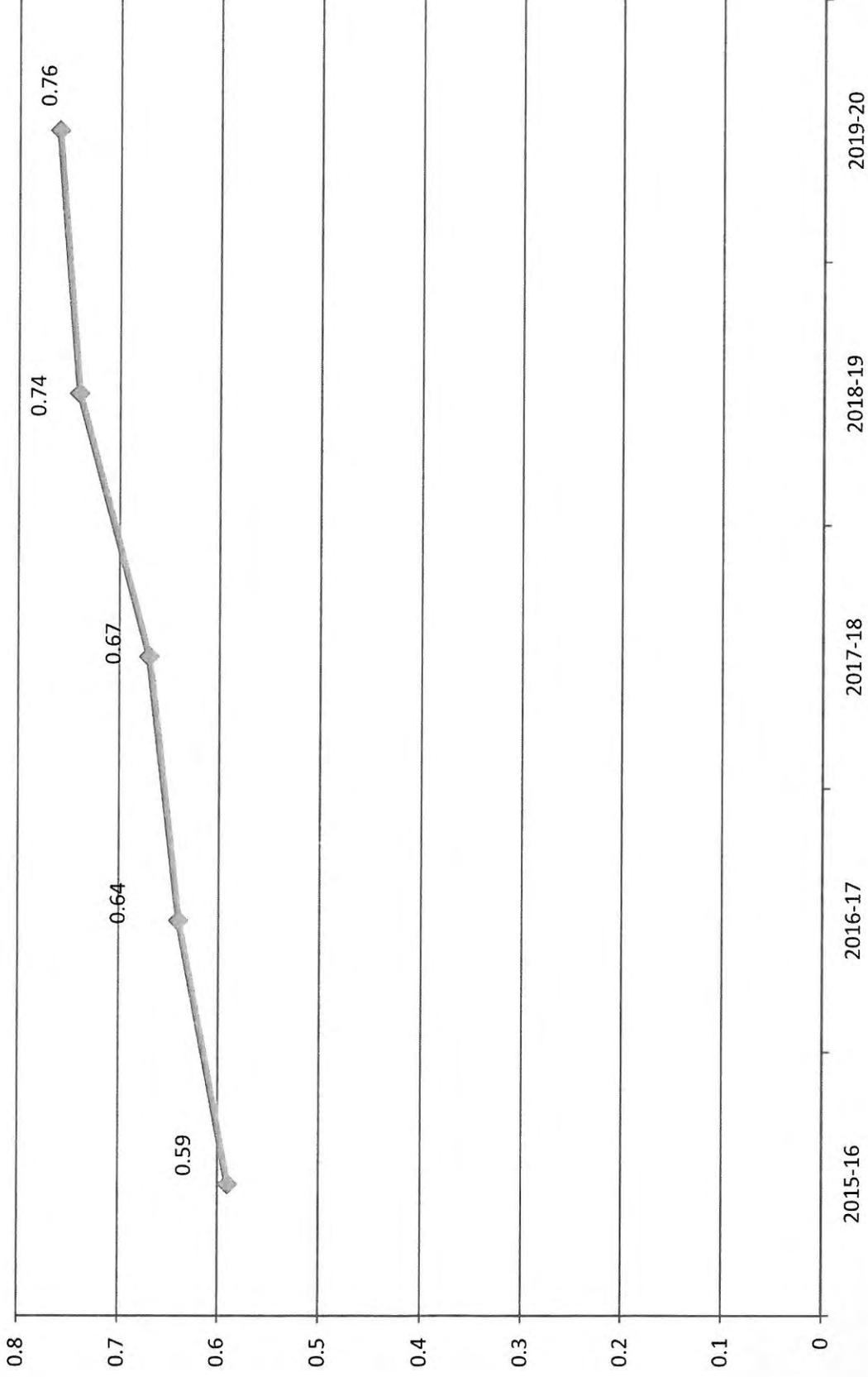
# # of Paid Work Comp Claims



# Work Comp - Incurred Losses by Year



# Experience Modification Rate Trend



# Property, Liability & Auto Claims

(2014-2019)

<u>Policy</u>	<u># Claims</u>	<u>\$ Paid</u>
Auto	7	\$13,689
Liability	3	\$237,806
Property	2	\$421,864

# Coverage Snapshot

<b><u>Coverage</u></b>	<b><u>Limits</u></b>	<b><u>Deductible</u></b>
Property / Equipment	\$67,218,485	\$50,000 / \$10,000
Equipment Breakdown	Included	
General Liability	\$2,000,000	\$0
Auto Liability	\$2,000,000	\$10,000
Law Enforcement Liability	\$2,000,000	\$10,000
Public Officials Liability	\$2,000,000	\$10,000
Excess Liability	\$13,000,000	
Crime	\$5,000	\$500

\*Current property deductible is \$10,000

# Property Snapshot

## Total Property Coverage:

Building	\$53,101,100
Personal Property	\$5,287,250
Computers & Equipment	\$993,063
Miscellaneous Property Scheduled	\$6,735,527
Miscellaneous Property Unscheduled	<u>\$651,545</u>
<b>Total Insured Value</b>	<b>\$67,218,485</b>

\*2018-19 Insured Value was \$63,907,897

# 2019 Property Comparison

	\$50,000 Deductible	\$25,000 Deductible	\$10,000 Deductible
ICAP*	\$80,662	\$94,106	\$107,550

\*All premiums noted above are before the CRF voucher is applied

Additional out of pocket cost over past 5 years:  
with \$25,000 deductible is \$28,526  
with \$50,000 deductible is \$53,526

# 2019 Property Comparison

	ICAP	EMC	Cincinnati
Limit	\$67,218,485	\$66,904,708	\$67,218,485
Deductible (Building & Contents)	\$50,000 (per occurrence)	\$50,000 (per occurrence)	\$25,000 (per building)
Deductible (EDP & Equipment)	\$10,000	\$50,000	\$25,000
Premium	\$72,014*	\$99,091	\$127,564

\*ICAP premium was reduced by prorated CRF voucher

# Premium Summary

Line of Coverage	2017-18	2018-19	2019-20
ICAP Package Premium	\$277,063	\$274,538	\$244,324 <sup>(1)(2)</sup>
<u>IMWCA WC Premium</u>	<u>\$143,698</u>	<u>\$161,961</u>	<u>\$155,107 <sup>(3)</sup></u>
Total	\$420,761	\$436,499	\$399,431

- (1) ICAP premium reduced by CRF voucher totaling \$29,339
- (2) Agency fee is \$19,765
- (3) IMWCA total work comp premium before discounts is \$435,916 and is reduced by \$281,068 consisting of the following:
  - Experience Modification rate of 0.76 reduced premium by \$104,619
  - Longevity, large premium discounts & loss experience credits reduced premium by \$142,458
  - Good experience bonus reduced premium by \$33,991

## Optional Quotes:

- Flood with \$2 million limit & 2% deductible would be additional \$2,000
- Earthquake with \$2 million limit & 2% deductible would be additional \$2,000



# Thank You!

**RESOLUTION NO. 19-131  
APPROPRIATIONS RESOLUTION**

WHEREAS, it is desired to make appropriations for each different officer or department for the fiscal year beginning July 1, 2019, in accordance with section 331.434, subsection 6, Code of Iowa,

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Story County, Iowa, as follows:

*Section 1.* The following amounts are hereby appropriated from the resources of the county to the department or office listed:

<u>Dept# &amp; Name</u>	<u>\$ Amount</u>	<u>Dept# &amp; Name</u>	<u>\$ Amount</u>
01-Bd of Supervisors	513,675	02-Auditor	656,488
03-Treasurer	441,620	04-Attorney	1,335,806
05-Sheriff	4,675,125	07-Recorder	220,304
08-Animal Control	243,397	20-Engineer	4,453,963
10-General Betterment	1,002,225	21-Veteran Affairs	58,052
22-Conservation Bd	1,696,913	23-Environmental Hlth	163,912
24-IRVM	185,758	25-Community Services	197,642
26-Comm. Life	27,875	50-Human Serv. Center	201,638
51-Facilities Mngmt	401,500	52-Information Tech	592,490
53-Planning & Development	146,590	54-Justice Cntr Fac.	563,325
59-Dept. Human Serv	33,250	60-Mental Health	960,562
61-Juvenile Ct. Serv	50,025	99-Countywide Serv	6,907,448

*Section 2.* Subject to the provisions of other county procedures and regulations, and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or officer listed to make expenditures or incur obligations, effective July 1, 2019

*Section 3.* In accordance with Section 331.434, Code of Iowa, no department or officer shall expend or contract to expend any money or incur any liability, or enter into any contract which by its terms involves the expenditure of money for any purpose in excess of the amounts appropriated pursuant to the resolution.

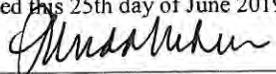
*Section 4.* If at any time during the 2019-2020 budget year the auditor shall ascertain that the available resources of a fund for that year will be less than said fund's total appropriations, she shall immediately so inform the board and recommend appropriate corrective action.

*Section 5.* The auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate the amount of the appropriations, the amounts charged thereto, and the unencumbered balance. The auditor shall report the status of such accounts to the applicable departments and officers monthly during the 2019-2020 budget year.

*Section 6.* All appropriations authorized pursuant to this resolution lapse at the close of business June 30, 2020.

Motion by: Heddens, Seconded by: Olson  
 Voting Aye: Heddens, Olson, Murken  
 Voting Nay: None  
 Abstaining: None  
 Absent: None

Approved this 25th day of June 2019.

  
 Board of Supervisors

Attest:   
 County Auditor

**RESOLUTION NO. 19-132**

**RESOLUTION FOR INTERFUND OPERATING TRANSFERS**

WHEREAS, it is desired to authorize the auditor to periodically transfer money from the general basic fund to the general supplemental fund and secondary roads fund and capital projects fund; and from the rural services basic fund to secondary roads fund during Fiscal Year 2020 and

WHEREAS, said operating transfers are in accordance with section 331.429 and 331.432, 2019 Code of Iowa,

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors of Story County Iowa as follows:

Section 1. The total maximum transfer from the general basic fund to the secondary roads fund shall not exceed \$ 590,000 ;

Section 3. The total maximum transfer from the general basic fund to the general supplemental fund shall not exceed \$ 600,000 ;

Section 4. The total maximum transfer from the rural services fund to the secondary roads fund shall not exceed \$ 2,150,000 ;

Section 5. The total maximum transfer from the TIF fund to the urban renewal projects fund shall not exceed \$ 160,000 ;

Section 6. The total maximum transfer from the County Attorney fine collection fund to the capital projects fund shall not exceed \$ \_\_\_\_\_ ;

The amount of any transfer shall not exceed available fund balances in the transferring fund.

The auditor is directed to correct her books when said operating transfers are made and to notify the treasurer of the amounts.

Motion by: Olson , Seconded by: Heddens

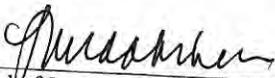
Voting Aye: Olson, Heddens, Murken

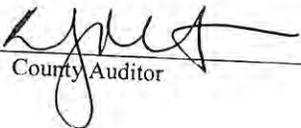
Voting Nay: None

Abstaining: None

Absent: None

Approved this 25th day of June, 2019

  
Board of Supervisors

Attest:   
County Auditor



# Board of Supervisors

Story County, Iowa

## Open Records Policy & Procedure

**Approval Date:**

06/25/2019

**Effective Date:**

06/25/2019

**Revision No:**

03

**Reference:** BOS Minutes:

Initially Adopted:03/06/2012

**Distribution:**

County Website, Intranet, S:drive and Policy Book

### General Policy Statement

This policy is intended to implement the provisions of Iowa Code Chapter 22 by providing assistance to citizens requesting examination of public records and to employees in fulfilling those requests. The goal is to assist citizens making requests and assure that responses to open records requests are made appropriately and timely.

**APPROVED** **DENIED**

**Board Member Initials:** DM

**Meeting Date:** 6/25/19

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

### Scope

This policy is applicable to the following:

All departments responsible to the Story County Board of Supervisors;

All offices responsible to a county elected official whom adopt this policy.

\*The offices of the Attorney, Auditor, Recorder, Sheriff and Treasurer are elected offices. These elected officers are vested with unique discretion to carry out the legal duties and responsibilities of their office. As such, they may exercise a degree of independence to set the policies and procedures of their respective offices. These elected officers may adopt this policy but may also independently set policy for their office concerning the production of public records.

### Purpose

Story County\* is committed to the concept of open government exemplified by Iowa Code Chapter 22. Records that are not defined as public records or have been deemed confidential pursuant to statute are not required to be released in response to a request. Iowa Code Chapter 22 lists or describes no fewer than 65

categories and types of potential documents and information exempt from the open records law. Other portions of state and federal law may also govern access to public records.

Documents, instruments and records [see Iowa Code §§331.601A(2), (3) & (8)] maintained by a county recorder, as well as fees set by the Story County Recorder for research and retrieval of documents, instruments and records filed with or maintained by the Story County Office of Recorder, are exempt from this policy.

### **Provisions**

**Making a Request for Public Records.** Requests for access to public records may be made in person, in writing or by telephone. Citizens are encouraged, but not required to make requests in writing. The form accompanying this policy is for convenience only. Anyone may make a request for public records without providing identification, reason or motive for the request. For assistance in making a request for examination or copying of public records, the public is invited to contact the county public request liaison at:

Public Information Request  
900 6<sup>th</sup> St, Nevada IA 50201  
c/o Alissa Wignall,  
Ph. 515-382-7204, Fax 515-382-7206,  
E-Mail: [awignall@storycountyiowa.gov](mailto:awignall@storycountyiowa.gov)

**Responding to Requests.** Requests for access to public records may be made in person, in writing or by telephone. Employees may not ask why the record is being requested nor require the identity of the requestor, but should try to get as much information as possible about what is being requested and how the requestor wishes the response transmitted to them. A requesting party may be encouraged but is not required to use the request form accompanying this policy.

An employee receiving a request in person or by telephone should immediately reduce the request to writing noting the specifics of the information requested, the date and time of the request, whether the request is for copying, inspection or both and how the requestor expects the request fulfilled. All requests should be

forwarded to county public request liaison Alissa Wignall, and the employee's supervisor.

Upon receipt of a request for access to public records, supervisory employees should promptly take all reasonable steps to preserve the public record while the request is pending. Requests will be fulfilled as soon as possible, but no longer than within ten (10) business days, unless there are questions about the confidentiality of the record being requested. The Iowa Code allows for a twenty (20) calendar days delay to determine whether a record is confidential. If possible, information contained in record that is deemed confidential by law should be redacted so that the remaining record may be disclosed. The department/office having custody of the record will be primarily responsible for producing a response to the request for the county public request liaison.

All requests will receive a written response. If the public record requested does not exist, this fact should be communicated to the requestor. The record sought may be provided in the form in which it is maintained by Story County provided the information contained in that form is readily accessible to the requestor once in their custody. If the request involves research or delay beyond 10 days is reasonably expected, this should be communicated to the requestor.

**Availability.** Public records will be available for public examination and/or copying during customary office hours, which are 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding designated holidays. Immediate access to records may be affected by good faith efforts to identify and locate the correct records; or determine whether the request seeks disclosure of confidential records; The requesting party should be promptly notified if any delays are experienced or expected.

**Fees.** Reasonable fees will be charged to the requestor for the actual costs of producing a public record for inspection and/or copying. Departments under the auspices of the Board of Supervisors will charge fees according to the schedule appearing below. If the estimated total fees exceed \$250.00 the requestor must agree to prepay expected fees. Estimated fees and payment terms must be clearly communicated to the requestor as soon as possible. The following fees will be charged:

1. \$.10 per page fees for photocopying.
2. Actual mailing costs.
3. Actual cost of media (CD, DVD, Tape, Film, etc.).
4. Actual cost of employee time to supervise the examination of a public record, if over one hour.
5. Actual cost of employee time to retrieve a public record, if over one hour.

**Compliance.** Requests and responses for examination of public records or copies of records shall be documented by giving to the department head/elected official and public request liaison, all information and documentation concerning the request, the employee responding to the request, the information requested, and full copy of the dated response. The county public request liaison will maintain responses in a central location.



REQUEST TO EXAMINE AND/OR COPY
PUBLIC RECORDS

Visit us online at: www.storycountyiowa.gov

Use of all, part or none of this form is optional and has no bearing on the response you will receive. Requests of an anonymous nature will also be honored. This form is merely offered for convenience only. Please note that this form is not confidential and may itself be subject to public disclosure pursuant to Iowa Code Chapter 22.

Requestor's Name

Address:

City /State/Zip:

Phone Number:

E-mail Address:

Description of Record or Information Requested: (be as specific as possible):

Horizontal lines for providing details in the description of record section.

Please tell us if you would like the record copied and sent to you by mail, whether you will pick it up or whether you would simply like to examine it.

Signature of Requestor Date of Request

You may expect a response to a request for non-confidential public information within ten (10) business days.

\*\*\*\*\*

Office Use Only:

Date Received:

Response Date: Records Available? Yes / No

Copies Made? Yes / No How Many? Fees Charged: \$

If request denied, provide reason:

\*\*\*\*\*

# ANNOUNCEMENT OF FUNDING OPPORTUNITY

## Tourism Events

The Story County Board of Supervisors is pleased to announce grant money is available for tourism activities beginning July 1<sup>st</sup>. Historically, the Board has committed funding for events such as the Iowa Games and ongoing support for the Ames Convention and Visitors Bureau.

With the budget adopted this past March, the available funding amount for Fiscal Year 2020 (which begins on July 1<sup>st</sup>), increased to \$9,300.

Organizers of events located within Story County who wish to know more about potential funding are encouraged to contact \_\_\_\_\_. The Board of Supervisors will act upon funding requests and qualified projects awarded on a first come, first served basis following the beginning of the fiscal year.

The Story County Board of Supervisors receives more funding requests than it can possibly grant. If support of a worthwhile program is declined, this decision does not reflect on the value of the group or service, but rather on the need to be selective because of limited resources.



~~APPROVED~~ ~~DENIED~~  
Board Member Initials: ATM  
Meeting Date: \_\_\_\_\_  
Follow-up action: Central IA. Tourism memo. Plus approved. No Iowa Games

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

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

**STORY COUNTY IOWA  
RESOLUTION OF THE BOARD OF SUPERVISORS  
RESOLUTION NUMBER 19-124**

WHEREAS, there has been submitted to the Board of Supervisors of Story County, Iowa, an application to subdivide real estate from B&B Farm Partnership, LLC., 803 Ashewood Dr. Huxley, Iowa 50124, as the Executor of the Estate of B&B Fram Partnership, involving the real estate located in the NW NW, NE NW, SW NW, and SE NW (except a 2.00 net-acre lot, a 1.61 net-acre lot, a 11.17 net-acre lot, a 5.89 net-acre lot, and a 1.50 net-acre lot) in Section 26 of the Palestine Township identified as Parcel #13-26-100-105, #13-26-100-205, #13-26-100-300, and #13-26-100-400 and hereinafter described on Attachment A and shown on Attachment B, and

WHEREAS, B&B Farm Partnership LLC, is the legal titleholder of said real estate, and

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

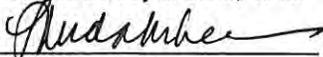
AND WHEREAS, it is the opinion of the Board of Supervisors of Story County, Iowa, that it is advisable and in the best interests of Story County, Iowa, and all persons concerned, that said Thompson Farm Subdivision Plat be approved, and accepted.

AND WHEREAS, the city of Huxley approved the subdivision plat Thompson Farm Subdivision on June 11, 2019 with conditions,

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

IT IS FURTHER RESOLVED that the Chair of the Board of Supervisors and the County Auditor are authorized and they are hereby directed to certify a copy of this Resolution 19-124 to be affixed to said Final Plat upon its approval by the Board of Supervisors.

Dated this 25 day of June, 2019.

  
Board of Supervisors  
Story County, Iowa

  
County Auditor  
Story County, Iowa

Moved by: Heddens

Seconded by: Olson

Voting Aye: Heddens, Olson, Murken

Voting Nay: None

Absent: None

## ATTACHMENT A

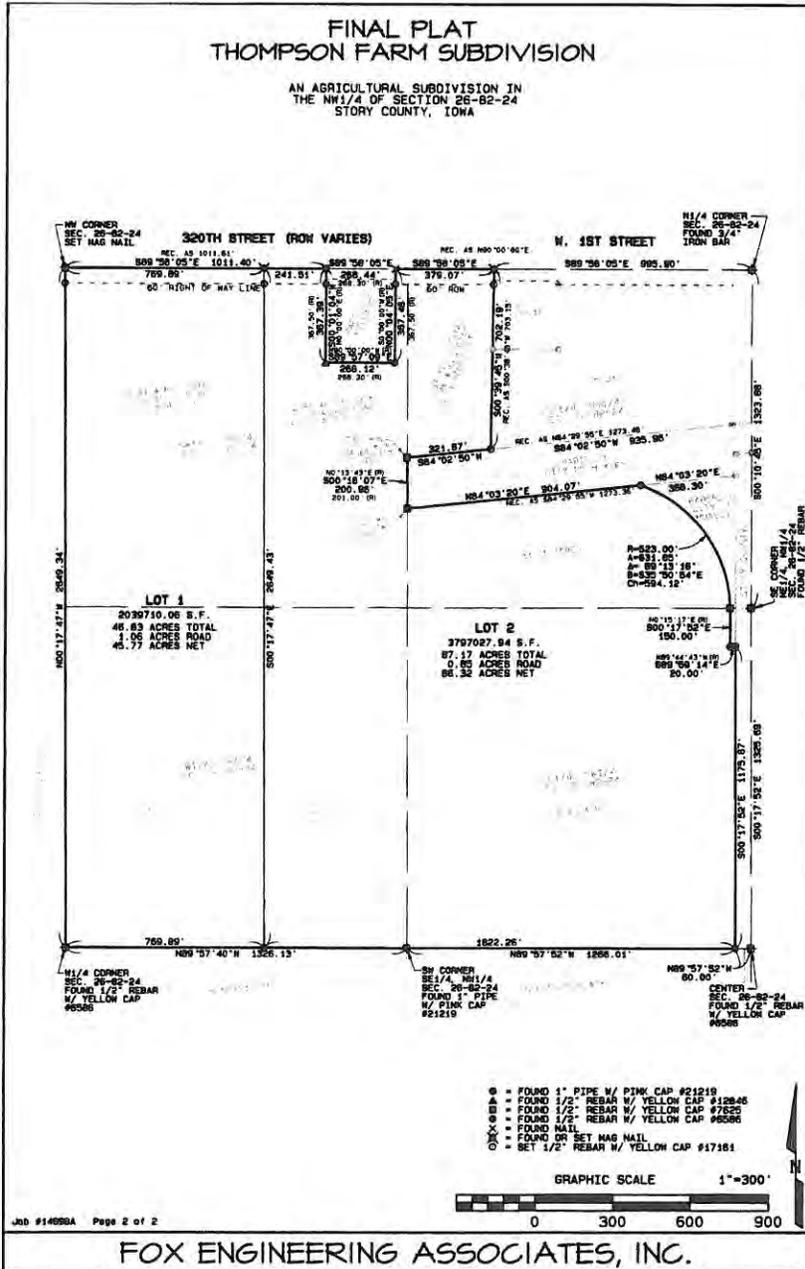
### **Legal Description:**

A subdivision of part of the Northwest Quarter of Section 26, Township 82 North, Range 24 West of the 5th P.M., Story County, Iowa, being more particularly described as follows: Beginning at the Northwest Corner of said Section 26: thence S89°58'05"E, 1011.40 feet along the north line thereof to the Northwest Corner of Parcel C in the Northwest Quarter of said Northwest Quarter: thence following the boundary thereof S00°01'04"W, 367.39 feet: thence S89°57'09"E, 268.12 feet: thence N00°04'05"E, 367.46 feet to the Northeast Corner of said Parcel C: thence S89°58'05"E, 379.07 feet along the north line of said Section 26 to the Northwest Corner of an existing parcel: thence S00°39'45"W, 702.19 feet along the west line thereof to the northerly line of Parcel A, being a portion of vacated railroad right of way in the Northeast Quarter of said Northwest Quarter: thence following the boundary of said Parcel A S84°02'50"W, 321.67 feet: thence S00°16'07"E, 200.96 feet: thence N84°03'20"E, 904.07 feet to the Northwest Corner of Parcel B in the East Half of said Northwest Quarter: thence following the boundary of said Parcel B southerly, 631.85 feet along a curve, concave to the southwest, having a radius of 523.00 feet, a central angle of 69°13'16" and being subtended by a chord which bears S35°50'54"E, 594.12 feet: thence S00°17'52"E, 150.00 feet: thence S89°59'14"E, 20.00 feet to the Southeast Corner of said Parcel B: thence S00°17'52"E, 1175.67 feet along the west line of the former railroad to the south line of said Northwest Quarter: thence N89°57'52"W, 1266.01 feet to the Southwest Corner of the Southeast Quarter of said Northwest Quarter: thence N89°57'40"W, 1326.13 feet to the West Quarter Corner of said Section 26: thence N00°17'47"W, 2649.34 feet to the point of beginning, containing 134.00 acres, which includes 1.91 acres of existing public right of way.

**ATTACHMENT B**

**FINAL PLAT  
THOMPSON FARM SUBDIVISION**

AN AGRICULTURAL SUBDIVISION IN  
THE NW1/4 OF SECTION 26-82-24  
STORY COUNTY, IOWA



# Staff Report

Board of Supervisors

**Date of Meeting:**

June 25, 2019

**Case Number SUB08-19**

Agricultural Subdivision

Thompson Farm Agricultural Subdivision

Resolution No. 19-124

**APPLICANT:**

B&B Farm Partnership, LLC

830 Ashwood Dr.

Huxley, Iowa 50124

**STAFF PROJECT MANAGER:**

Gabriel Nelson, Planning Intern

Jerry Moore, Director

**SUMMARY:**

An Agricultural Subdivision request for Parcel #13-26-100-105, 13-26-100-205, 13-26-100-300, and 13-26-100-400 to reconfigure the two parcels into two lots: proposed Lot 1, 45.77-net acres, and proposed Lot 2, 86.32-net acres, for the purpose of dividing the property owner's estate. Both parcels will remain in agricultural production. Planning and Development Staff recommend approval of the proposed Thompson Farm Subdivision plat.





**Property Owner**

B&B Farm Partnership, LLC

**Parcel Identification Number(s)**

13-26-100-105, 13-26-100-205, 13-26-100-300, and 13-26-100-400

**Size of Area**

132.09 net-acres

**Location of Subdivision**

Palestine Township (Section 26, Township 82, Range 24)

**Districts**

A-1 Agricultural District  
Ballard School District  
Huxley Ambulance and Huxley Fire Department  
Alliant Energy  
South Skunk River Watershed  
Palestine #24 and #115 Drainage District

**Description of Proposed Subdivision**

The application is to consider a request for an Agricultural Subdivision to reconfigure four parcels into two lots. The parcels are the in the NW NW, NE NW, SW NW, and SE NW of Section 26 (except a 2.00 net-acre lot, a 1.61 net-acre lot, a 11.17 net-acre lot, a 5.89 net-acre lot, and a 1.50 net-acre lot). Any further divisions of the lot created with the agricultural subdivision are not permitted unless the entire subdivision is considered for platting purposes. The parcels are proposed to be divided from north to south into proposed Lot 1, 45.77 net-acres, and proposed Lot 2, 86.32 net-acres. Both of the proposed Lots will have frontage on 320<sup>th</sup> Street.

The purpose behind the reconfiguration is for the two property owners, who formed the LLC (B&B Farm Partnership) to deed a proposed lot to each of their sons. Jim Fausch (son) and Wade Tweedt (son) have been each farming approximately half of the farm for the last 10 years. After the subdivision is approved the owner (B&B Farm Partnership) will deed one parcel to each of the sons. One son will inherit the east half of the property (proposed Lot 2) and son will inherit the west half (proposed Lot 1). Both sons intend for the foreseeable future to continue farming the property as has been done in the past.

The existing access on proposed Lot 2 will also serve Lot 1. Section 88.04 on access and access easement requirements apply only to development lots—the lots created through an Agricultural Subdivision are not considered development lots (see Section 87.06). Planning and Development Staff have communicated with the property owner that an access easement for the shared access is encouraged.

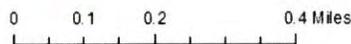
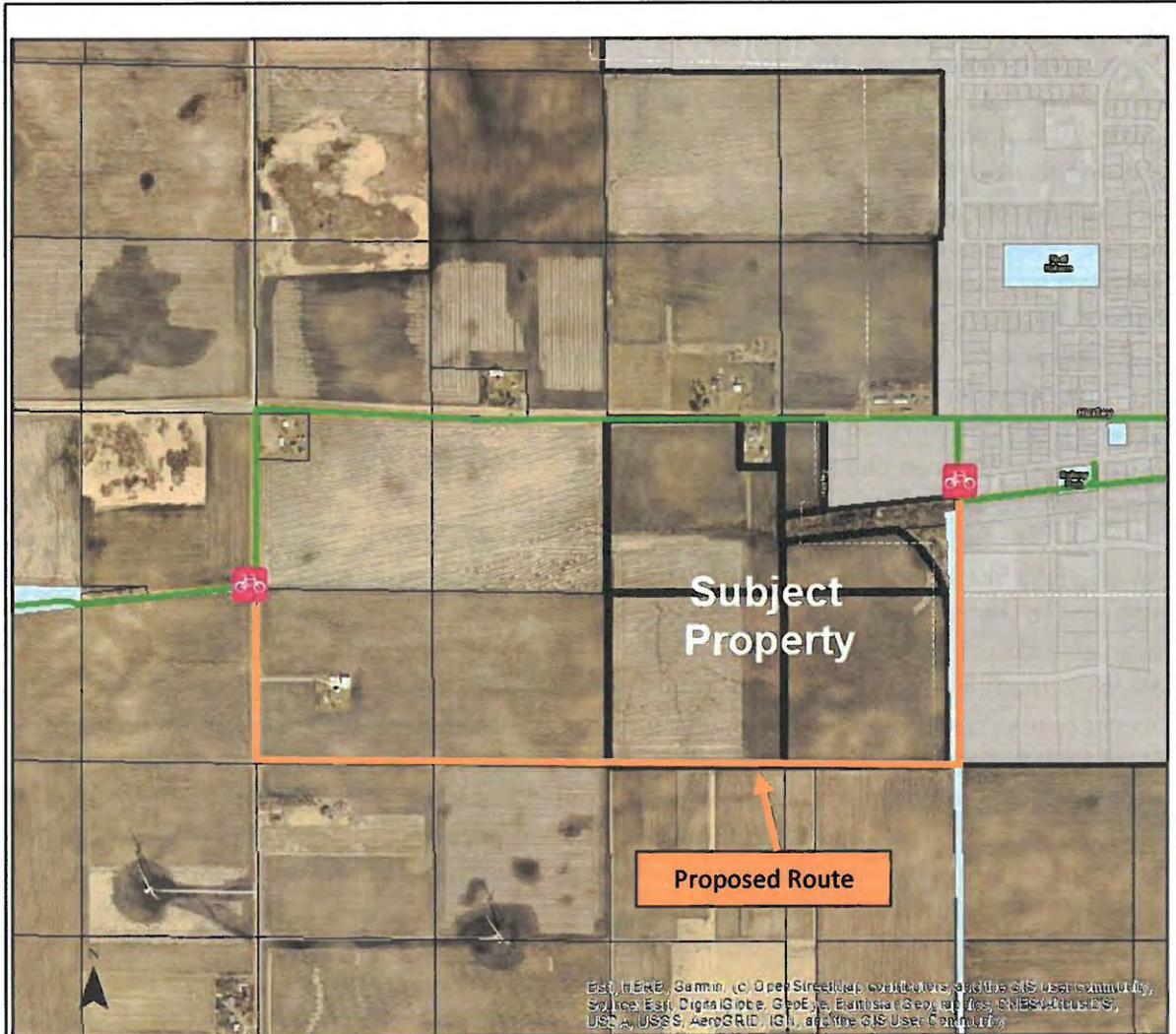


### **Current and Future Land Use**

Both proposed Lot 1 and Lot 2 are currently in row crop production, zoned A-1 Agricultural, and designated as Agricultural Conservation Areas in the Capstone (C2C) Comprehensive Plan Future Land Use Map. Agricultural Conservation Areas “encompass large areas of highly valuable farmland, with farming and agricultural production as the primary activity.” Principles for the designation include encouraging high-value agriculture lands to remain in production. Both lots will continue to be farmed. Both proposed Lot 1 and proposed Lot 2 also include Natural Resource Areas, as shown in the C2C Future Land Use map. Planning and Development Staff and Story County Conservation Staff believe the Natural Resource Area may be mapped in error and as it does not reflect actual field conditions. The Future Land Use map identifies certain natural features in the county in order to preserve unique habitats, natural or sensitive areas, as well as open and recreational spaces. The natural area appears to include area for the Heart of Iowa Trail.

Additionally, the Heart of Iowa Nature Trail is located in the right of way of 320th Street adjacent to the northern property line of the subdivision. Other portions of the trail are located in an abandoned railroad row and run through properties located to the east and west (see attached map). In the interest of improving biker safety, Planning and Development Staff and Story County Conservation Staff discussed options for relocating the Heart of Iowa Nature Trail. Story County Conservation Staff recommended a possible route through the southern area of the proposed Thompson Farm Subdivision. Planning and Development Staff communicated this information with the applicant to learn about their interest in locating the Heart of Iowa Nature Trail on their property. The property owners responded (through their attorney) that they would be happy to discuss the possibility of a trail easement on their property after the completion of the subdivision. Story County Conservation Staff will follow up with the property owners about a trail easement after action on the subdivision plat. Huxley City Council additionally requested that a trail easement be considered on the proposed Thompson Farm Subdivision property.

A map on the next page identifies the current Heart of Iowa Nature Trail route along with a possible route through the proposed Thompson Farm Subdivision property.



Map created on 6/7/2019  
 by the Story County Planning and Development Department.



**DISCLAIMER:**  
 Story County's digital cadastral data is a representation of recorded plats and surveys for use within the Geographical Information System for the purpose of data access and analysis. These and other digital data do not replace or modify land surveys, deeds, and/or other legal instruments defining land ownership or use.



**Applicant's Property and Current Surrounding Land Use**

- The property is located in the Palestine Township. The property is located adjacent to the west corporate limits of the City of Huxley and 2.6 miles away from the City of Cambridge. Adjacent properties include:

**North**

- One 2.00 net-acre parcel containing a single-family dwelling under the ownership of Tamara Helland.
- One 39.00 net-acre parcel containing agricultural production and a single-family dwelling under the ownership of Marjorie Sheldahl.
- One 36.05 net-acre parcel in agricultural production.

**East**

- One 7.40 net-acre parcel owned by Story County.
- One 1.61 net-acre parcel containing a single-family dwelling under the ownership of James & Susan Devig.
- One 11.17 net-acre parcel owned by James & Susan Devig.
- One 5.89 net-acre parcel which is an abandoned railroad and one 1.50 net-acre parcel owned by the City of Huxley.
- Two 6.41 net-acre parcels containing agricultural production.

**South**

- One 40.00 net-acre parcel, one 13.11 net-acre parcel, and one 32.50 net-acre parcel all in agricultural production.

**West**

- One 39.00 net-acre parcel and one 40.00 net acre parcel both in agricultural production.

There are 101 (97 not including subject property) parcels located within a quarter mile of the property. 19 (15 not including subject property) of the 101 parcels are located in unincorporated Story County, 3 contain single-family dwellings, 11 contain bare land, 1 contains an addition to a building.

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

**87.07 AGRICULTURAL SUBDIVISION PLAT**

1. A subdivision may be submitted for review and approval as an agricultural subdivision plat when all of the following are true:
  - a. The lots created by the subdivision are intended to be used for agricultural purposes;



- b. The subdivision contains no new development lots;
- c. The subdivision includes no land set apart for new streets, alleys, parks, dedicated open space, school property or public use; and
- d. The subdivision lies wholly within the A-1 or A-2 Districts. (Ordinance No. 184)
- e. No Residential or Minor subdivisions have been approved for the tract(s) being divided after December 31, 2003. (Ordinance No. 160)

#### Commentary

The following comments are part of the official record of the proposed Agricultural Subdivision Plat – Thompson Farm Subdivision, Case No. SUB08-19. If necessary, conditions of approval may be formulated based on these comments.

#### **Comments from the Interagency Review Team**

The application materials were forwarded to the members of the Interagency Review Team on May 16, 2019, and the following applicable comments were received.

#### Story County Environmental Health Comments:

1. No concerns for Environmental Health. Application forms for septic systems and geothermal wells can be found on the county website at <https://ia-storycounty2.civicplus.com/431/Applications-Forms> .

#### Story County Emergency Management Comments:

1. No comment

#### Story County Assessor's Office Comments:

1. No comment

#### Story County Auditor's Office

1. No comment

#### Story County Planning & Development Department Comments and Applicant Responses

1. Are there any plans on adding additional access points to the plat, particularly for proposed Lot 1? **Not immediately. But the 2 farmers involved have discussed the possibility of 1 joining driveway on the border line of the 2 lots.**
2. What are the current and future land use purposes for Lot 1 and Lot 2? Please provide details. **Row-crop agricultural use.**
3. Who currently farms the four parcels? Who will farm the properties after the proposed division? **Wade Twedt (Lot 2), and James Fausch (Lot 1), both now and for the foreseeable future. These are one son of each of the 2 LLC owners.**
4. Where are the agricultural equipment stored that are used to farm this property? **At each farmer's off-site property**
5. Proposed protective or restrictive covenants? **None**



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

Notification letters were mailed to surrounding property owners within a ¼ mile of the subject property regarding the public meeting on the subdivision request on June 19, 2019.

No comments were received as of the writing of this Staff Report.

### **Comments from Cities within Two Miles**

The City of Huxley took action on the subdivision on June, 11 2019. Unanimously approving the Final Plat for the Thompson Farm Subdivision with conditions. The City commented that, "At such time as the property is developed further for residential purposes (infrastructure and platting) said property and development be required to meet all subdivision requirements of the City of Huxley. Also to consider easement for bike trail."

### **Analysis**

Points to consider in evaluating the applicant's request to divide their property through the Agricultural Subdivision Plat process to create two (2) lots for agricultural use.

1. The goal of the subdivision is to divide the two existing parcels for the purpose of dividing the property owner's estate. The configuration also provided both lots with frontage on 320<sup>th</sup> Street.
2. The subdivision meets all requirements and standards for an Agricultural Subdivision. Lots 1 and 2 will continue to be used for agricultural purposes and are not for future development unless in conformance with the Story County Land Development Regulations.
3. Additional divisions of the lots created with the agricultural subdivision are not permitted unless the entire subdivision is considered for platting purposes.
4. The existing access on proposed Lot 2 will also serve Lot 1. Section 88.04 on access and access easement requirements apply only to development lots—the lots created through an Agricultural Subdivision are not considered development lots (see Section 87.06). Planning and Development Staff have communicated with the property owner that an access easement for the shared access is encouraged.

### **Alternatives**

Based on the submittal application, site review, Staff Report, Story County Conservation Staff recommendations, and responses to comments from applicant; Story County Planning & Development Staff recommend the approval of the Thompson Farm Subdivision, as proposed (alternative #1).

1. **The Story County Board of Supervisors approves Resolution # 19-124, the Agricultural Subdivision Plat – Thompson Farm Subdivision, as put forth in SUB08-19.**
2. The Story County Board of Supervisors approves Resolution # 19-124, the Agricultural Subdivision Plat – Thompson Farm Subdivision, with conditions, as put forth in SUB08-19.



3. The Story County Board of Supervisors denies Resolution #19-124, the Agricultural Subdivision Plat – Thompson Farm Subdivision, as put forth in SUB08-19.
4. The Story County Board of Supervisors tables the decision on Resolution #19-124, the Agricultural Subdivision Plat – Thompson Farm Subdivision, as put forth in SUB08-19 and directs the applicant to address specific areas for additional information, review and/or modifications, and to work with staff to place the subdivision plat back on the Board of Supervisor’s agenda.

# FINAL PLAT THOMPSON FARM SUBDIVISION

AN AGRICULTURAL SUBDIVISION IN  
THE NW1/4 OF SECTION 26-82-24  
STORY COUNTY, IOWA

## OWNER:

B & B Farm Partnership, L.L.C.  
803 Ashwood Dr.  
Huxley, IA 50124

## SURVEY DESCRIPTION:

A subdivision of part of the Northwest Quarter of Section 26, Township 82 North, Range 24 West of the 5th P.M., Story County, Iowa, being more particularly described as follows: Beginning at the Northwest Corner of said Section 26; thence S89°58'05"E, 1011.40 feet along the north line thereof to the Northwest Corner of Parcel C in the Northwest Quarter of said Northwest Quarter; thence following the boundary thereof S00°01'04"W, 367.39 feet; thence S89°57'09"E, 268.12 feet; thence N00°04'05"E, 367.46 feet to the Northeast Corner of said Parcel C; thence S89°58'05"E, 379.07 feet along the north line of said Section 26 to the Northwest Corner of an existing parcel; thence S00°39'45"W, 702.19 feet along the west line thereof to the northerly line of Parcel A, being a portion of vacated railroad right of way in the Northeast Quarter of said Northwest Quarter; thence following the boundary of said Parcel A S84°02'50"W, 321.67 feet; thence S00°16'07"E, 200.96 feet; thence N84°03'20"E, 904.07 feet to the Northwest Corner of Parcel B in the East Half of said Northwest Quarter; thence following the boundary of said Parcel B southerly, 631.85 feet along a curve, concave to the southwest, having a radius of 523.00 feet, a central angle of 69°13'16" and being subtended by a chord which bears S35°50'54"E, 594.12 feet; thence S00°17'52"E, 150.00 feet; thence S89°59'14"E, 20.00 feet to the Southeast Corner of said Parcel B; thence S00°17'52"E, 1175.67 feet along the west line of the former railroad to the south line of said Northwest Quarter; thence N89°57'52"W, 1266.01 feet to the Southwest Corner of the Southeast Quarter of said Northwest Quarter; thence N89°57'40"W, 1326.13 feet to the West Quarter Corner of said Section 26; thence N00°17'47"W, 2649.34 feet to the point of beginning, containing 134.00 acres, which includes 1.91 acres of existing public right of way.

## NOTES:

1. This subdivision is for agricultural purposes only and is not intended for development except in conformance with the Story County development regulations.
2. Additional divisions of the lots created with the agricultural subdivision are not permitted unless the entire subdivision is considered for platting purposes.
3. All new lots shall require an E911 address for inhabited structures, including residences and businesses, telecommunications towers and facilities, and for any public assembly area including open-air, outdoor activities. E911 addresses shall be assigned by Story County at the request of the property owner.
4. There exists an 20' wide easement for access to the subject property across Parcel C in the NW1/4, NW1/4. Refer to the Plat of Survey of Parcel C filed in Slide 81, Page 1 for location.

## DISTRICTS:

School: Ballard  
Fire: Huxley  
Ambulance: Huxley  
Zoning: A-1 (Agricultural)  
Drainage: Palestine #24 & #115

**FOX ENGINEERING  
ASSOCIATES, INC.**

414 S. 17TH ST., STE 107  
AMES, IOWA 50010  
PH. 515-293-0000

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

*R. Bradley Stumbo*  
R. Bradley Stumbo License #17161  
My license renewal date is December 31, 2019  
Job #14698A Date: 5/23/19 Page 1 of 2

Date: 5/23/19





Prepared by John Haldeman, City Administrator, for the City of Huxley Council meeting to be held on the 11th day of June, 2019.

**RESOLUTION NO. 19-075**

**RESIDENTIAL PARCEL SUBDIVISION PLAT FOR THOMPSON FARM SUBDIVISION LOCATED JUST WEST OF THE CITY OF HUXLEY CORPORATED LIMITS ON WEST 320<sup>TH</sup> STREET (WEST 1<sup>ST</sup> STREET EXTENDED).**

***WHEREAS***, A Residential Parcel Subdivision Plat for the property belonging to ***B&B FARM PARTNERSHIP, LLC; and***

***WHEREAS***, this Final Plat lies within the 2-mile perimeter of the city of Huxley therefore it must be approved by the City before it can be finalized with Story County; and

***WHEREAS***, this final plat was received by the City on May 21, 2019 for its review; and

***WHEREAS***, this review request came to Huxley's Zoning Administrator who reviewed the plat as well as staff and it is now being referred to the City Council with a favorable recommendation, subject to;

*At such time as the property is developed further for residential purposes (infrastructure and platting), said property and development be required to meet all subdivision requirements of the City of Huxley. Also to consider easement for bike trail.*

***BE IT RESOLVED, THEREFORE***, that the Final Plat for the Thompson Farm Subdivision, submitted to the Huxley City Council and is approved subject to the conditions above and as illustrated in attached.

***PASSED, ADOPTED AND APPROVED*** this 11<sup>th</sup> day of June, 2019.

Roll Call	Aye	Nay	Absent
David Jensen	✓	—	—
David Kuhn	✓	—	—
Greg Mulder	✓	—	—
Rick Peterson	✓	—	—
Tracey Roberts	✓	—	—

**APPROVAL BY MAYOR**

I hereby approve the foregoing Resolution No. 19-075 by affixing below my official signature as Mayor of the City of Huxley, Iowa, this \_\_\_\_\_ day of June, 2019.

  
\_\_\_\_\_  
Dave Kuhn, Mayor Pro Tem

ATTEST:

  
\_\_\_\_\_  
Amy Kaplan, Deputy City Clerk

# FINAL PLAT THOMPSON FARM SUBDIVISION

AN AGRICULTURAL SUBDIVISION IN  
THE NW1/4 OF SECTION 26-82-24  
STORY COUNTY, IOWA

**OWNER:**

B & B Farm Partnership, L.L.C.  
803 Ashwood Dr  
Huxley, IA 50124

**SURVEY DESCRIPTION:**

A subdivision of part of the Northwest Quarter of Section 26, Township 82 North, Range 24 West of the 5th P.M., Story County, Iowa, being more particularly described as follows: Beginning at the Northwest Corner of said Section 26; thence S89°58'05"E, 1011.40 feet along the north line thereof to the Northwest Corner of Parcel C in the Northwest Quarter of said Northwest Quarter; thence following the boundary thereof S00°01'04"W, 367.39 feet; thence S89°57'09"E, 268.12 feet; thence N00°04'05"E, 367.46 feet to the Northeast Corner of said Parcel C; thence S89°58'05"E, 379.07 feet along the north line of said Section 26 to the Northwest Corner of an existing parcel; thence S00°39'45"W, 702.19 feet along the west line thereof to the northerly line of Parcel A, being a portion of vacated railroad right of way in the Northeast Quarter of said Northwest Quarter; thence following the boundary of said Parcel A S84°02'50"W, 321.67 feet; thence S00°16'07"E, 200.96 feet; thence N84°03'20"E, 904.07 feet to the Northwest Corner of Parcel B in the East Half of said Northwest Quarter; thence following the boundary of said Parcel B southerly, 631.85 feet along a curve, concave to the southwest, having a radius of 523.00 feet, a central angle of 69°13'16" and being subtended by a chord which bears S35°50'54"E, 594.12 feet; thence S00°17'52"E, 150.00 feet; thence S89°59'14"E, 20.00 feet to the Southeast Corner of said Parcel B; thence S00°17'52"E, 1175.67 feet along the west line of the former railroad to the south line of said Northwest Quarter; thence N89°57'52"W, 1266.01 feet to the Southwest Corner of the Southeast Quarter of said Northwest Quarter; thence N89°57'40"W, 1326.13 feet to the West Quarter Corner of said Section 26; thence N00°17'47"W, 2649.34 feet to the point of beginning, containing 134.00 acres, which includes 1.91 acres of existing public right of way.

**NOTES:**

1. This subdivision is for agricultural purposes only and is not intended for development except in conformance with the Story County development regulations.
2. Additional divisions of the lots created with the agricultural subdivision are not permitted unless the entire subdivision is considered for platting purposes.
3. All new lots shall require an E911 address for inhabited structures, including residences and businesses, telecommunications towers and facilities, and for any public assembly area including open-air, outdoor activities. E911 addresses shall be assigned by Story County at the request of the property owner.
4. There exists an 20' wide easement for access to the subject property across Parcel C in the NW1/4, NW1/4. Refer to the Plat of Survey of Parcel C filed in Slide 81, Page 1 for location.

**DISTRICTS:**

School: Ballard  
Fire: Huxley  
Ambulance: Huxley  
Zoning: A-1 (Agricultural)  
Drainage: Palestine #24 & #115



**FOX ENGINEERING  
ASSOCIATES, INC.**

414 S. 17TH ST., STE 107  
AMES, IOWA 50010  
PH. 515-233-0000

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

*R. Bradley Stumbo*

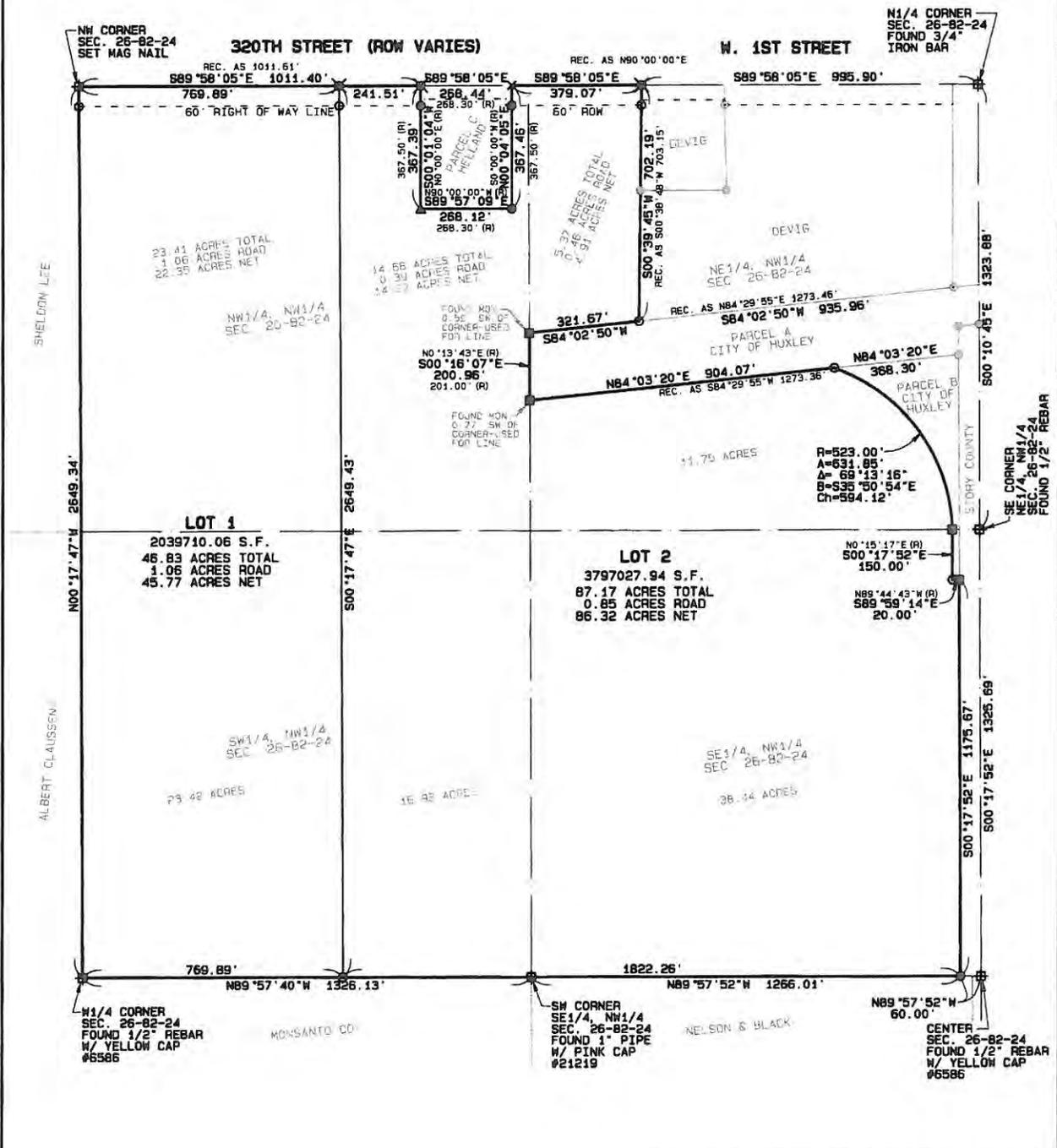
Date: 5/23/19

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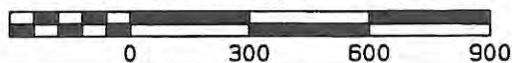
# FINAL PLAT THOMPSON FARM SUBDIVISION

AN AGRICULTURAL SUBDIVISION IN  
THE NW1/4 OF SECTION 26-82-24  
STORY COUNTY, IOWA



- ⊙ = FOUND 1" PIPE W/ PINK CAP #21219
- ▲ = FOUND 1/2" REBAR W/ YELLOW CAP #12846
- = FOUND 1/2" REBAR W/ YELLOW CAP #7625
- ⊙ = FOUND 1/2" REBAR W/ YELLOW CAP #6586
- ⊗ = FOUND NAIL
- ⊗ = FOUND OR SET MAG NAIL
- = SET 1/2" REBAR W/ YELLOW CAP #17161

GRAPHIC SCALE 1"=300'



Prepared by John Haldeman, City Administrator, for the City of Huxley Council meeting to be held on the 11th day of June, 2019.

**RESOLUTION NO. 19-075**

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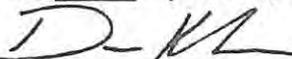
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***PASSED, ADOPTED AND APPROVED*** this 11<sup>th</sup> day of June, 2019.

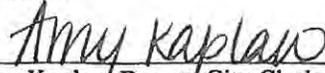
Roll Call	Aye	Nay	Absent
David Jensen	✓	—	—
David Kuhn	✓	—	—
Greg Mulder	✓	—	—
Rick Peterson	✓	—	—
Tracey Roberts	✓	—	—

**APPROVAL BY MAYOR**

I hereby approve the foregoing Resolution No. 19-075 by affixing below my official signature as Mayor of the City of Huxley, Iowa, this \_\_\_\_\_ day of June, 2019.

  
\_\_\_\_\_  
Dave Kuhn, Mayor Pro Tem

ATTEST:

  
\_\_\_\_\_  
Amy Kaplan, Deputy City Clerk



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

Ph. 515-382-7247 Email: [lharter@storycountyiowa.gov](mailto:lharter@storycountyiowa.gov)  
[www.storycountyiowa.gov](http://www.storycountyiowa.gov)

**APPROVED** **DENIED**

**TO:** Story County Board of Supervisors  
**FROM:** Leanne Lawrie Harter, AICP, CFM  
**RE:** Update on the Home Base Iowa Program  
**DATE:** June 20, 2019

Board Member Initials: \_\_\_\_\_  
Meeting Date: \_\_\_\_\_  
Follow-up action: *deferred to a later date*

Included in the packet materials for the Board of Supervisors is an ~~information flier for the Home Base Iowa Program~~. Staff members met earlier this spring to discuss potential program revisions, and those modifications are reflected on the flier (and summarized below).

As a recipient of funding through the Story County Housing Trust Fund, Story County will be able to enhance funding opportunities through this program by offering rental assistance to income-eligible applicants.

The proposed program modifications are as follows as noted in red/underline:

THE FOLLOWING ITEMS ARE ELIGIBLE FOR USE OF THE FUNDS:

- MOVING EXPENSES
- PURCHASES OF APPLIANCES
- UTILITY DEPOSITS
- DOWN-PAYMENT ASSISTANCE (FOR HOME PURCHASES)\*
- RENT DEPOSITS<sup>^</sup>
- RENT FOR TEMPORARY HOUSING WHILE WAITING FOR PERMANENT HOUSING
- RENTAL ASSISTANCE<sup>^</sup>

\*If funds are used for Down-Payment Assistance for the purchase of a house, funds are distributed direction from Story County to the lender at time of closing.

<sup>^</sup>Eligible applications who meet income criteria may receive assistance for rent deposits and rental assistance up to \$2,000. These funds are payable directly to the leasing agent/landlord.

The eligibility criteria includes the following:

- Be relocating to Story County and establish Story County as the primary residence;
- If purchasing a home, real estate being purchased must be located in Story County;
- Be discharged under honorable conditions;
- Be employed in a full-time position within Story County; and
- Apply to the Welcome Home to Story County Relocation Assistance Program.  
*If using funds for rental deposits and/or rental assistance with funds through the Story County Housing Trust Funds, additional requirements may apply.*

**Staff recommends approval of the program modifications and that they become effective as of July 1, 2019.**

**THE FOLLOWING ITEMS ARE ELIGIBLE FOR USE OF THE FUNDS**

.....

- MOVING EXPENSES
- PURCHASES OF APPLIANCES
- UTILITY DEPOSITS
- DOWN-PAYMENT ASSISTANCE (FOR HOME PURCHASES)
- RENT DEPOSITS\*
- RENT FOR TEMPORARY HOUSING WHILE WAITING FOR PERMANENT HOUSING RENTAL ASSISTANCE\*

\*IF FUNDS ARE USED FOR DOWN-PAYMENT ASSISTANCE FOR THE PURCHASE OF A HOUSE, FUNDS ARE DISBURSED DIRECTLY FROM STORY COUNTY TO THE LENDER AT TIME OF CLOSING

ELIGIBLE APPLICANTS WHO MEET INCOME CRITERIA MAY RECEIVE ASSISTANCE FOR RENT DEPOSITS AND RENTAL ASSISTANCE UP TO \$2,000. THESE FUNDS ARE PAYABLE DIRECTLY TO THE LESSOR (AGENT/LANDLORD)

**ELIGIBLE APPLICANTS\* MUST MEET ALL THE FOLLOWING**

**CRITERIA**

- BE RELOCATING TO STORY COUNTY AND ESTABLISH STORY COUNTY AS THE PRIMARY RESIDENCE;
- IF PURCHASING A HOME, REAL ESTATE BEING PURCHASED MUST BE LOCATED IN STORY COUNTY;
- BE DISCHARGED UNDER HONORABLE CONDITIONS;
- BE EMPLOYED IN A FULL-TIME POSITION WITHIN STORY COUNTY; AND
- APPLY TO THE WELCOME HOME TO STORY COUNTY RELOCATION ASSISTANCE PROGRAM.



**WELCOME HOME TO STORY-COUNTY RELOCATION ASSISTANCE PROGRAM ALLOWS UP TO \$2,500 IN RELOCATION ASSISTANCE!**



**WELCOME HOME TO STORY COUNTY**

\*IF USING FUNDS FOR RENTAL DEPOSITS AND/OR RENTAL ASSISTANCE WITH FUNDS THROUGH THE STORY COUNTY HOUSING TRUST FUNDS, ADDITIONAL REQUIREMENTS MAY APPLY