

Story County  
Board of Supervisors Meeting  
Agenda  
1/21/20

1. CALL TO ORDER: 10:00 A.M.

2. PLEDGE OF ALLEGIANCE:

3. ADOPTION OF AGENDA:

4. PUBLIC COMMENT #1:

This comment period is for the public to address topics on today's agenda

5. OTHER REPORTS:

I. Presentation By Hanna: Keelan Associates Regarding Housing Study And Needs Assessment Proposal  
limit to 10 minutes

Department Submitting Board of Supervisors

Documents:

[HOUSING STUDY NEEDS ASSESSMENT.PDF](#)

II. Presentation By RDG Regarding Housing Study And Needs Assessment Proposal  
limited to ten minutes

Department Submitting Board of Supervisors

Documents:

[RDG SUBMITTAL STORY COUNTY HOUSING STUDY AND NEEDS ASSESSMENT.PDF](#)

III. Presentation By WES Regarding Housing Study And Needs Assessment Proposal  
limit to 10 minutes

Department Submitting Board of Supervisors

Documents:

[WES RESPONSE TO RFP HOUSING STUDY AND NEEDS ASSESSMENT.PDF](#)

6. AGENCY REPORTS:

I. Story Soil And Water Conservation Annual Report - Alisha Bower

Department Submitting Auditor

Documents:

[STORY SOIL AND WATER.PDF](#)

II. Veterans Affairs Quarterly Report - Brett Mclain

Department Submitting Auditor

Documents:

[VA QT REPORT.PDF](#)

III. Workforce Solutions And Economic Development Quarterly Reports - Brenda Dryer And Dustin Ingram

Department Submitting Auditor

Documents:

[WS AND ED QUARTERLY REPORTS.PDF](#)

7. CONSIDERATION OF MINUTES:

I. 1/14/20 Minutes

Department Submitting Auditor

8. CONSIDERATION OF PERSONNEL ACTIONS:

I. Action Forms

1)pay adjustment, effective 2/2/2020, in a)Attorney's Office for Julie Erickson @ \$3,079.30/bw; Latifah Faisal @ \$24.51/hr; Jonathan Holscher @ \$3,673.42/bw; b) Community Services for Kathy Johnson @ \$24.56/hr; c)Planning & Development for Amelia Schoeneman \$25.66/hr; d)Sheriff's Office for Nicolas Briseno @ \$2,994.80/bw; James Schroeder @ \$2,636.80/bw; e)Treasurer's Office for Cody Brimeyer @ \$21.47/hr

Department Submitting HR

9. CONSIDERATION OF CLAIMS:

I. 1/23/20 Claims

Department Submitting Auditor

Documents:

[CLAIMS 012320.PDF](#)

10. 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 Quarterly Report: Veterans Affairs

Department Submitting Auditor

Documents:

[VA QTR.PDF](#)

- II. Consideration Of New Class C Native Wine (WCN) For Prairie Vineyards, LC, Red Barn Wines, 56344 130th St., Story City, Ia., Effective 2/1/20-1/31/21

Department Submitting Auditor

Documents:

[RED BARN WINES.PDF](#)

- III. Consideration Of Addendum No. 1 To Iowa Department Of Transportation Agreement 20-TAP-115 For A Federal Aid Program Project

Department Submitting Conservation

Documents:

[IDOT ADDENDUM.PDF](#)

- IV. Consideration Of Resolution #20-59, Setting Date And Time For Public Hearing For February 11, 2020, For Consideration On The Proposed Plans, Specifications, And Form Of Contract For The Tedesco Environmental Learning Corridor, Phase 3

Department Submitting Conservation

Documents:

[RES 20 59.PDF](#)

- V. Consideration Of Contract Between Story County And Gale Mote Associates For Professional Development, Effective 01/23/20 For \$2,447.50

Department Submitting Human Resources

Documents:

[STATEMENT OF WORK.PDF](#)

- VI. Consideration Of Professional Services Agreement With WHKS For Pier/Detailing, Additional Bridge Layout Options, And ROW Impact

Department Submitting Engineer

Documents:

[WHKS AGREEMENT 012120.PDF](#)

VII. Consideration Of Lease Agreement Between Story County And Story County  
Emergency Management For Storage, Effective 10/1/19 - 10/1/20 For \$2,600.00

Department Submitting Facilities Management

Documents:

[20 01 16 AMES SHED LEASE EMA\\_FACILITIES.PDF](#)

VIII. Consideration Of License Fees Between Story County And RoseRush Services, LLC  
For Annual Software Licensing, Support And Upgrades Effective 6/1/20 - 5/31/21 For  
\$4,790.00

Department Submitting Information Technology

Documents:

[SHELTERPRO PRICE QUOTE.PDF](#)

11. PUBLIC HEARING ITEMS:

12. ADDITIONAL ITEMS:

- I. Discussion And Consideration Of Awarding Bid To Bergstrom Construction For The  
Justice Center Roof Top HVAC Equipment Replacement - Joby Brogden

Department Submitting Facilities Management

Documents:

[JC HVAC EQUIPMENT REPLACEMENT.PDF](#)

13. DEPARTMENTAL REPORTS:

14. UPCOMING AGENDA ITEMS:

15. 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.

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

17. 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.

# PROPOSAL:

## Story County & Communities, Iowa Housing Study & Needs Assessment.



PREPARED BY:

**HANNA:KEELAN ASSOCIATES, P.C.**  
**COMMUNITY PLANNING & RESEARCH**

DECEMBER 13, 2019

# HANNA:KEELAN ASSOCIATES, P.C.

## COMMUNITY PLANNING & RESEARCH

PRINCIPALS:

Becky J. Hanna  
Timothy M. Keelan

December 13, 2019

Story County Auditor's Office  
c/o Leanne Harter  
County Outreach and Special Projects Manager  
Story County Administration  
900 6<sup>th</sup> Street  
Nevada, Iowa 50201

**PROPOSAL: Story County & Communities, Iowa  
Housing Study & Needs Assessment.**

Hi, Leanne.

Thank you very much for considering the professional housing planning services of **Hanna:Keelan Associates, P.C.** It would be a professional privilege to work with you and other housing stakeholders in preparing this important **Story County & Communities, Iowa Housing Study & Needs Assessment.**

**Hanna:Keelan** is in its 42<sup>nd</sup> year of operation as a full service community planning firm, having completed 1,300 planning projects, including 500+ housing studies and assessments in Cities and Counties in 18 States, including the State of Iowa. We understand the economics of housing and the importance of partnerships in the implementation of important housing programs. The identification and a partial list of housing planning programs completed by the Firm are included in our Proposal.

All **Hanna:Keelan** staff will be involved in the preparation of this Comprehensive Housing Study. Additional information regarding workload, availability and responsibilities are highlighted in this **Proposal.** Our firm will complete the **Story County & Communities, Iowa Housing Study & Needs Assessment** within a time period of 10 months (final cost negotiated with detailed schedule of professional services).

Thank you for considering the community housing planning services of **Hanna:Keelan** and we look forward to hearing from you.

Have a Great Day,



**Timothy M. Keelan**  
*Principal Partner & Community Planner*

COMPREHENSIVE PLANNING & ZONING • STRATEGIC PLANNING • HOUSING MARKET STUDIES • HOUSING DEVELOPMENT  
ECONOMIC DEVELOPMENT RESEARCH & ANALYSIS • PUBLIC FACILITY PLANNING & IMPLEMENTATION  
HUMAN RESOURCE PLANNING • STATE & FEDERAL GRANT WRITING & ADMINISTRATION

3275 HOLDREGE STREET • P.O. BOX 30552 • LINCOLN, NE 68503-0552  
(402) 464-5383 • FAX (402) 464-5856 • website: [www.hannakeelan.com](http://www.hannakeelan.com)

**PROPOSAL:**

Story County & Communities, Iowa Housing Study & Needs Assessment.

## 1. Background: About Hanna:Keelan Associates, P.C.

**Hanna:Keelan Associates, P.C.** is a Lincoln, Nebraska-based community planning and research consulting firm, founded in 1978 by Becky Hanna and Tim Keelan. The Firm is in its 42<sup>nd</sup> year of serving Communities, Counties and organizations with community and regional planning and affordable housing programs. **Hanna:Keelan has completed 170+ Comprehensive Plans, 500+ Community and County-Wide Housing Market Studies and 180+ Community Redevelopment Plans.** **Hanna:Keelan’s project experience is highlighted on Pages 2 through 5.**

**Hanna:Keelan has conducted the preparation of 65 housing studies for Iowa Counties and Communities, including a 99-County, State-wide “Senior Assisted Living Housing Analysis.”**

### Philosophy/Planning Approach:

Our Firm utilizes the most effective research methods, both qualitative and quantitative, to develop plans for Counties and Communities across the Midwest that are practical and useable. It has always been the philosophy of Hanna:Keelan to ***work with Counties, Communities and Organizations to achieve a planned consensus that leads to economically and socially feasible implementation activities.*** We are a “planning centric” firm that is routinely recognized as a leader in the preparation of Community and County-Wide Housing Studies, as well as Comprehensive Plans, Zoning and Subdivision Regulations, Downtown Revitalization and Economic Development Strategic Planning. **Hanna:Keelan** personnel comprises 95+ years of professional planning experience in Counties and Communities across the Midwest, including the State of Iowa.

### Service capabilities related to your project:

- Housing Market Studies.
- Comprehensive Planning & Zoning.
- Affordable Housing Developments.
- Downtown Housing Developments.
- Downtown & Redevelopment Plans.
- Human Services Planning.
- Organizational Planning.
- Grant Development.
- Needs Assessments for Agencies & Organizations.



### Project Manager:

**Tim Keelan** is an owner and principal partner with Hanna:Keelan and will be the **Project Manager** for the **Story County & Communities, Iowa Housing Study & Needs Assessment.** With 42 years of experience, Tim Keelan is uniquely qualified to lead the completion of this **Housing Study & Needs Assessment.**

**PROPOSAL:**

Story County & Communities, Iowa Housing Study & Needs Assessment.

## 2. Professional Qualifications & Work Experience.

Hanna:Keelan has completed Community and County-Wide Housing Studies across the Midwest, each with one common goal: to serve as a “road map” for future development. Our Housing Studies include a wide range of initiatives to be implemented to advance both the development and preservation of affordable housing for all ages and income sectors, which include **Housing Action Plans**, the identification of local, State and Federal funding sources and the creation of partnerships with local and regional housing stakeholders. **The following projects, with references, highlight our commitment to Community and County-Wide housing planning activities.**

**The following projects, with references, highlights our broad range of experience with housing planning activities.**

### **Crawford County & Communities, Iowa Housing Market Study.**

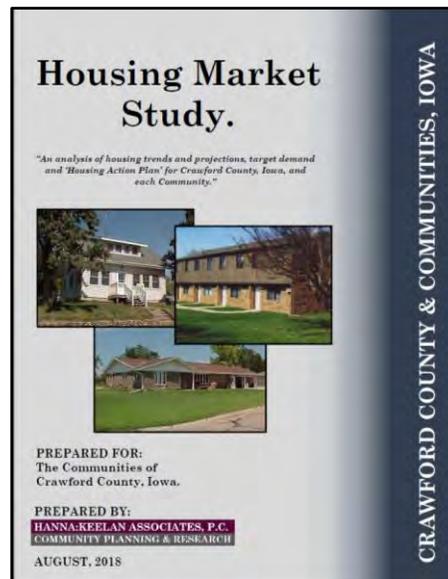
*Project Cost: \$24,000.*

*Percentage of Work Completed by Hanna:Keelan: 100%.*

*Completion Date: August, 2018 (six month time line).*

The Crawford County & Communities, Iowa, Housing Market Study was coordinated by the City of Denison, Iowa, and the Crawford County Board of Commissioners. This Housing Study was initiated to assist in the County and each Community in identifying the specific demand for all types of housing, especially in regards to workforce housing to support new major employers locating to the County and retain existing employers. The preparation of a **Five-Year Housing Action Plan** was an important piece of this County-Wide Housing Study, as it will assist with utilizing local, State and Federal funding sources for housing development and redevelopment/rehabilitation projects.

**Contact: Terry Crawford, City Manager  
City of Denison, Iowa  
Phone # - 712-263-3143  
E-mail: [citymanager@denisonia.com](mailto:citymanager@denisonia.com)**



**PROPOSAL:**

Story County & Communities, Iowa Housing Study & Needs Assessment.

**South Omaha Study Area**

**Housing Demand Assessment – Omaha, Nebraska.**

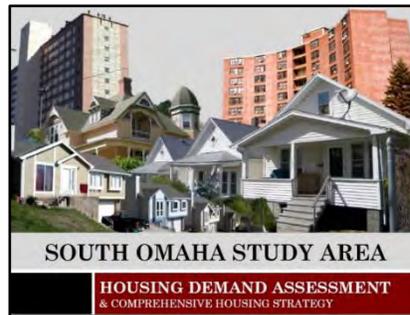
*Project Cost: \$44,000.*

*Percentage of Work Completed by Hanna:Keelan: 100%.*

*Completion Date: August, 2012 (10 month time line).*

The South Omaha Study Area Housing Demand Assessment analyzed the existing conditions of some of the oldest residential neighborhoods in the City of Omaha. The Demand Assessment analyzed the overall condition of structures and property and recommended subareas where housing rehabilitation or demolition and replacement were necessary to sustain the future of these older residential neighborhoods. The Assessment also identified vacant lots for infill of new housing types and larger tracts of land for a variety of single and multifamily residential development. Ultimately, the projected demand for new housing, workforce housing and housing for single persons, families, the elderly and special populations of all incomes was projected for the Study Area.

**Contact: Jamie Berglund, Former Senior  
Director of Community Development  
Greater Omaha Chamber of Commerce  
Phone # 402-800-1242  
Email: [jamie@sparkcdi.org](mailto:jamie@sparkcdi.org)**



**Community Housing Study with Strategies for Affordable Housing – Grand Island, Nebraska.**

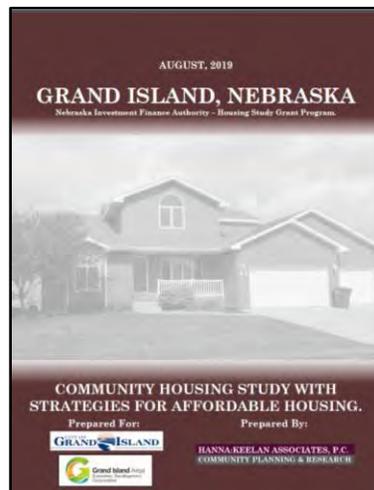
*Project Cost: \$38,000.*

*Percentage of Work Completed by Hanna:Keelan: 100%.*

*Completion Date: August, 2019 (eight month time line).*

The Grand Island, Nebraska Community Housing Study was coordinated by the Grand Island Area Economic Development Corporation and Grand Island Community Redevelopment Authority. This Housing Study was initiated to assist in the City in identifying the specific demand for all types of housing, especially the redevelopment of homes in deteriorating neighborhoods. A Five-Year Housing Action Plan was implemented with this Study. An “Analysis of Impediments to Fair Housing Choice” Study was also completed for the City of Grand Island.

**Contact: Mary Berlie, Executive Vice President  
Grand Island Area Economic Development Corp.  
Phone # 308-381-7500  
E-mail: [mberlie@grandisland.org](mailto:mberlie@grandisland.org)**



**PROPOSAL:**

Story County & Communities, Iowa Housing Study & Needs Assessment.

**Community Housing Study with Strategies for Affordable Housing –  
Madison County & Communities, Nebraska.**

*Project Cost: \$25,000.*

*Percentage of Work Completed by Hanna:Keelan: 100%.*

*Completion Date: July, 2019 (eight month time line).*

The Madison County & Communities, Nebraska, County-Wide Housing Study was coordinated by the Greater Norfolk Economic Development Foundation. This Housing Study was initiated to assist in the County and each Community in identifying the specific demand for all types of housing, in an effort to support local desires for new housing opportunities. The preparation of a **Five-Year Housing Action Plan** was an important piece of this County-Wide Housing Study, as it will assist with utilizing local, State and Federal funding sources for housing development projects.

**Contact: Jennifer Adams,  
Human Resource Specialist  
Elkhorn Rural Public Power District  
Phone # 402-649-3724  
E-mail: jadams@erppd.com**



**County/Communities Comprehensive Housing Study –  
Cowley County, Kansas**

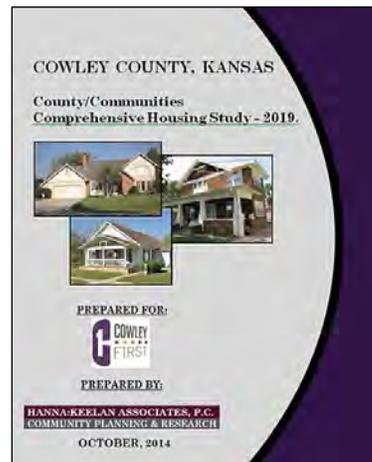
*Project Cost: \$19,500.*

*Percentage of Work Completed by Hanna:Keelan: 100%.*

*Completion Date: October, 2014 (eight month time line).*

Cowley First-Cowley County Economic Development Partnership selected Hanna:Keelan Associates to complete a Community Housing Study for Cowley County and each Community. The County was engaged in an extensive Citizen Participation Program, which allowed Hanna:Keelan to develop a series of Housing Goals & Action Steps. An “Action Plan” for future housing development was developed as a means to organize and streamline the development of housing occurring in the County.

**Contact: Keri Falletti, Executive. Director  
Cowley First-Cowley County  
Economic Development Partnership  
Phone # 620-221-9951  
E-mail: kfalletti@cowleycounty.org**



**PROPOSAL:**

Story County & Communities, Iowa Housing Study & Needs Assessment.

**Community Housing Study with Strategies for Affordable Housing – Dodge County & Communities, Nebraska.**

**Project Cost: \$32,000.**

**Percentage of Work Completed by Hanna:Keelan: 100%.**

**Completion Date: October, 2014 (six month time line).**

The Dodge County, Nebraska, County-Wide Housing Study was coordinated by the Greater Fremont Development Council, on behalf of several public and private/non-profit organizations. This Housing Study was initiated to assist in the County and each Community in identifying the specific demand for all types of housing, especially in regards to workforce housing to support major employers locating to the County. The preparation of a **Five-Year Housing Action Plan** was an important piece of this County-Wide Housing Study, as it will assist with utilizing local, State and Federal funding sources for housing development projects.



**Contact: Garry Clark, Exec. Director,  
Greater Fremont Development Council.  
Phone # - 402-753-8126  
E-mail: garry.clark@fremontecodev.org**

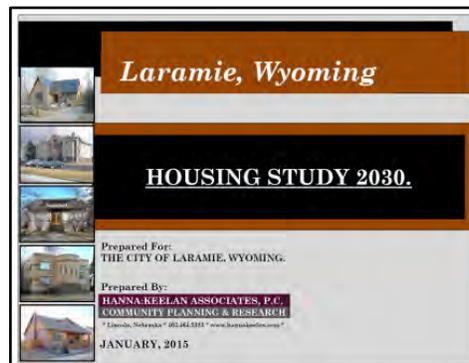
**Laramie, Wyoming Housing Study.**

**Project Cost: \$52,000.**

**Percentage of Work Completed by Hanna:Keelan: 100%.**

**Completion Date: January, 2015 (eight month time line).**

The City of Laramie hired **Hanna:Keelan Associates** to develop a Housing Study aimed at identifying housing needs through the year 2030. The Study included a series of “Housing Goals & Action Steps” and a Five-Year “Housing Action Plan” to identify specific development activities and housing partnerships/ funding sources to aid in housing development, redevelopment and rehabilitation. The Study also highlighted housing demands for specific population groups, including the elderly, workforce, student and special needs populations.



**Contact: City of Laramie, Wyoming-Planning Division  
Phone # - 307-721-5207**

**PROPOSAL:**

**Story County & Communities, Iowa Housing Study & Needs Assessment.**

**Other Pertinent, Recent Housing Study Programs completed by Hanna:Keelan:**

- Fremont, Nebraska Analysis of Impediments to Fair Housing Choice.
- Norfolk, Nebraska Analysis of Impediments to Fair Housing Choice.
- Southwest North Dakota Housing Demand Analysis.  
(Adams, Billings, Dunn, Golden Valley Hettinger, Slope & Stark Counties).
- Ames, Iowa Analysis of Impediments to Fair Housing Choice.
- Scotts Bluff, Morrill & Kimball County & Communities, Nebraska  
Multi-County Regional Housing Study with Strategies for Affordable Housing.
- Hastings, Nebraska Community Housing Study.
- Gage County & Communities, Nebraska County-Wide Housing Study.
- Seward County & Communities, Nebraska County-Wide Housing Study.
- Burt County & Communities, Nebraska County-Wide Housing Study.
- Keith County & Communities, Nebraska County-Wide Housing Study.
- Dawson County Area, Nebraska Area-Wide Housing Study.
- Norfolk, Nebraska Community Housing Study.
- Tecumseh, Nebraska Planning Program.  
(Community Housing Study, Comprehensive Plan & Zoning Regulations).
- Pender, Nebraska Planning Program.  
(Community Housing Study, Comprehensive Plan & Zoning Regulations).
- Crete, Nebraska Planning Program.  
(Community Housing Study, Comprehensive Plan & Zoning Regulations).
- Wayne, Nebraska Planning Program.  
(Community Housing Study, Comprehensive Plan & Zoning Regulations).

### **3. Hanna:Keelan Professional Staff.**

#### **Becky J. Hanna**

Co-founder of **Hanna:Keelan Associates**, Becky has extensive experience with a variety of planning development projects, as well as a Development Consultant for 170+ Affordable Housing Projects throughout the United States representing major National Non-Profit Organizations, to obtain funding and to supervise the construction and implementation of affordable housing for families, the elderly and for persons with disabilities. Becky was the 2009 recipient of the Distinguished Alumni Award, College of Architecture, University of Nebraska-Lincoln.



#### **Education:**

- **Masters of Community & Regional Planning**
  - University of Nebraska – Lincoln; 1978.
- **Bachelor of Science**
  - Nebraska Wesleyan University- Lincoln; 1975.

#### **Timothy M. Keelan**

Co-founder of **Hanna:Keelan Associates**, Tim has extensive experience with a variety of planning development projects, including Downtown and Redevelopment Planning, Comprehensive Plans, Housing Market Studies, and Affordable Housing Programs, for families, elderly households and special populations. Tim was the 2000 recipient of the Distinguished Alumni Award, College of Architecture, University of Nebraska-Lincoln.



#### **Education:**

- **Masters of Community & Regional Planning**
  - University of Nebraska – Lincoln; 1978.
- **Bachelor of Arts, specialization, Urban Geography**
  - University of Nebraska- Lincoln; 1975

**PROPOSAL:**

**Story County & Communities, Iowa Housing Study & Needs Assessment.**

**Keith R. Carl**

Keith has gained experience in a wide variety of Planning Projects throughout his 11 years with **Hanna:Keelan Associates**. His knowledge of background/demographic research, trend analysis & projections, survey implementation, citizen participation and comprehensive planning processes has developed by being involved in a wide range of planning projects.



**Education:**

- **Bachelor of Science, Community and Regional Planning**
  - Iowa State University, Ames, Iowa; 2007.

**Jacob (Jake) A. Palm**

Jake joined the **Hanna:Keelan** staff in May, 2018. He has been active in collecting statistical information from data sources and surveys from various local and State resources and citizen participation processes.



**Education:**

- **Bachelor of Science, Business Administration**
  - University of Nebraska-Lincoln, 2017.
- **Master of Community & Regional Planning (Graduation Date: December, 2019)**
  - University of Nebraska-Lincoln.

## 4. Capacity of the Firm to Perform the Work.

Throughout the past 42 years of working with Communities and Counties in and across the Midwest, **Hanna:Keelan Associates** has gained a unique knowledge of scheduling projects and completing them on time and within budget. Our Firm has recently completed several planning projects which allows us to accept new projects, such as the **Story County & Communities, Iowa Housing Study & Needs Assessment**.

**Hanna:Keelan Associates** maintains an annual work load that that keeps our staff focused on completing projects on time and within budget. Our focus on client service and proven ability to manage workloads has allowed our firm to consistently maintain our level of staff. We are currently completing several projects and have the availability to effectively implement the **Housing Study & Needs Assessment** process.

## 5. Understanding of the Project.

**Hanna:Keelan** has in-depth knowledge regarding the assessment of current and future housing trends experienced by Counties and Communities throughout the region. The Firm has extensive experience researching and analyzing the key elements identified in the Request for Proposal (RFP) for this **Housing Study & Needs Assessment**. This includes a public participation process utilizing voluntary Surveys for the general public, as well as the local workforce and major employers, profiling the current and projected demographic, housing, income and economic data, defining housing affordability for various income sectors. The **Housing Study** process will conclude with a County-Wide Housing Summit, featuring a presentation to selected, invited housing developers, providers, funders, from Story County and the State of Iowa.

With several planning documents having already been completed, it will be imperative for Story County to organize all active and potential housing and community development partnerships to see that the recommendations made in recent documentation is carried out. This proposed **Housing Study & Needs Assessment** will document all necessary initiatives, via *qualitative* and *quantitative* research processes, and assign one or multiple housing and/or community development partners to carry out a specific task. **Hanna:Keelan** has prepared “**Housing Action Plans**” for **Cities, Counties and Regions of all sizes and backgrounds**.

## **6. Methodology Approach/Restatement of Services.**

### **1. Population and Demographic Review and Projections.**

Hanna:Keelan will conduct preliminary and final research activities from a variety of information sources including, but not limited to the U.S. Census, American Community Survey, Iowa Economic Development Authority and the Comprehensive Housing Affordability Strategy vis the U.S. Department of Housing and Urban Development. Information from these and other data sources will allow for our Firm to properly analyze the true housing market and development needs of Story County and make a better than reasonable conclusion regarding the current state of the County's residents and associated housing stock. Projections will include a time frame up to 2040. A voluntary, county-Wide "Housing Survey" for all residents of Story County will allow Hanna:Keelan to document public opinion as it relates to housing condition and need

### **2. Housing Market Analysis.**

Understanding the current availability of housing that serves both the basic and complex needs of local residents is critical to preparing a successful and well-utilized Housing Study. Interviews with local housing professionals and providers, as well as the collection of data from local, State and Federal services will help Hanna:Keelan obtain knowledge regarding the appetite of local developers, funders and contractors in their desires to develop specific housing types in Story County. Local government resources, such as County GIS, Assessor, Treasurer and Planning & Zoning departments may be contacted to assist with gathering local housing information.

### **3. Housing Demand and Vacancy Rates.**

A healthy vacancy rate of both owner and rental housing is key for communities and counties of all sizes to attract new and retain existing families and provide "choice" for those actively searching for a suitable living situation. An analysis of "Housing Target Demand" for Story County and each community, as well as the unincorporated areas of Story County, will appropriately determine the amount of housing needed via a scenario of alleviating all or some of the most widely-experienced housing issues (cost burden, overcrowding, vacancy deficiency, substandard/dilapidated conditions, etc.). A breakout into housing for various "income sectors" and "price points" (based on average affordable monthly rent and purchase price per income sector) will be key to specifically identifying the target housing needs of Story County.

**PROPOSAL:**

**Story County & Communities, Iowa Housing Study & Needs Assessment.**

**4. Existing Housing Conditions and Issue Areas.**

On-site field work analysis will be key to understanding development patterns in the communities and rural areas of Story County. Additionally, the identification of suitable land for new housing development, as well as “target areas” for housing rehabilitation and/or demolition and replacement will allow communities and unincorporated areas of Story County to properly plan for how and where to focus local, State and Federal monies for housing activities. A review of local land use and zoning/subdivision policies will further allow for the identification of local regulations that impede and reduce potential housing development activity.

**5. Economic profiles and Projections.**

Story County possesses diverse economic opportunities for both small business and major employers, both commercially and industrially. Utilizing data from local economic development corporations and major employers, as well as the Iowa Economic Development Authority, U.S. Census Center for Economic Studies, Bureau of Labor Statistics, Bureau of Economic Analysis, etc. This will give Hanna:Keelan insight to the current economic climate of Story County, including historic and current labor force, employment trends, commuting patterns of local employees and the identification of major “employment centers” in Story County. Additionally, a Workforce Housing Needs Survey will identify the current housing situation and housing needs and wants of the County’s workforce.

**6. Gap Analysis.**

Determining shortages and surpluses of specific housing types is critical to creating a holistic and robust housing market in Story County. Information provided by local specialized housing service providers, funding institutions and local governments will help identify specific housing needs of the communities and unincorporated areas of Story County. Knowledge of both recent and proposed housing development and rehabilitation projects, including proposed rents/purchase prices, estimated rehabilitation costs and documentation of available funding resources will help our Firm to better understand the true housing needs of Story County.

## **7. Barriers Analysis.**

Documentation of impediments and barriers to obtaining affordable, suitable housing will be analyzed through the organized distribution of a county-wide “Housing Survey.” Contacts with local Housing Authorities and specialized housing providers will help to determine the specific issues of persons and families of all incomes searching for housing in the County.

## **8. Recommendations.**

All collected data and research will be utilized in the preparation of very specific “Housing Goals, Action Steps and Planning Initiatives” and a “Housing Action Plan” that will be the most important component of the **Story County & Communities, Iowa Housing Study & Needs Assessment.** The identification of local and State housing partnerships (both development and funding-related) and the implementation of recommended housing development, rehabilitation and preservation projects will serve as a road map for Story County and each community as they strive to create a housing market that satisfies the needs of persons and families of all incomes, improves the local tax base and strengthens the quality of life in the county.



## 7. Scope of Work.

The following Page highlights the proposed **Scope of Work, Time Line** that **Hanna:Keelan** will employ throughout the **Story County & Communities, Iowa Housing Study & Needs Assessment** program. A not-to-exceed “Total project Cost” is also provided and includes costs that both include and exclude the City of Ames.

**Hanna:Keelan** proposes to complete the **Story County Municipalities Community Housing Study** within 10 months of the official start date. Our Firm will begin field work and research activities on **January 29, 2020**, as requested in the RFP. Billing will be based on 25, 50, 75 and 100 percent completion of identified work activities. The Firm will not experience any conflicts of interest during the preparation of the **Story County & Communities, Iowa Housing Study & Needs Assessment**.

<b>SCOPE OF WORK, TIME LINE &amp; COST.</b> <b>Story County &amp; Communities, Iowa Housing Study &amp; Needs Assessment.</b>	Month #1	Month #2	Month #3	Month #4	Month #5	Month #6	Month #7	Month #8	Month #9	Month #10
<b>Citizen Participation Process.</b>										
County-Wide Housing Steering Committee.										
*County-Wide Housing Surveys: Resident, Major Employer/Workforce.										
County-Wide Housing Summit (Selected Communities).										
*Housing Study Progress Link/Educational Web Site.										
*Social Media via Facebook, Constant Contact, etc..										
<b>1. Population and Demographic Review and Projections (2040).</b>										
Completion of all components identified under Item #1 of Story County RFP.										
<b>2. Housing Market Analysis.</b>										
Completion of all components identified under Item #2 of Story County RFP.										
<b>3. Housing Demand and Vacancy Rates.</b>										
Completion of all components identified under Item #3 of Story County RFP.										
<b>4. Existing Housing Conditions and Issue Areas.</b>										
Completion of all components identified under Item #4 of Story County RFP.										
<b>5. Economic Profiles and Projections.</b>										
Completion of all components identified under Item #5 of Story County RFP.										
<b>6. Housing Gap Analysis.</b>										
Completion of all components identified under Item #6 of Story County RFP.										
<b>7. Housing barriers Analysis.</b>										
Completion of all components identified under Item #7 of Story County RFP.										
<b>8. Recommendations.</b>										
Completion of all components identified under Item #8 of Story County RFP.										
<b>Completion of Story County &amp; Communities, Iowa Housing Study &amp; Needs Assessment.</b>										
<b>TOTAL PROJECT COST</b>	<b>\$43,000</b>									
<b>TOTAL PROJECT COST (INCLUDING CITY OF AMES)</b>	<b>\$55,000</b>									



# Housing Study & Needs Assessment

Story County, Iowa

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



December 13, 2019

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

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

Dear Selection Committee,

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

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

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

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

Sincerely,  
RDG Planning & Design



Amy Haase, AICP  
Principal



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**CONTACT:**

Amy Haase, AICP  
 Principal-in-Charge

**OFFICE LOCATION:**

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



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

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

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

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

**Recognized Projects:**

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

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



## Amy A. Haase, AICP



### PROJECT MANAGER

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

#### EDUCATION:

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

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

#### REGISTRATIONS:

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

#### Housing Market Studies

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

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

#### Land Use and Comprehensive Planning

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

#### CONTACT:

Amy Haase, AICP  
 402.392.0133  
 ahaase@rdgusa.com



## project approach & understanding



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

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

### Project Management

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



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

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

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



### Citizen Participation/Stakeholder Outreach

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



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

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

## project approach & understanding

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

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

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

### *County responsibilities:*

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

## Discovery and Analysis

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

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



## project approach & understanding

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### DEMOGRAPHIC AND ECONOMIC ATLAS

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

### MARKET ASSESSMENT

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

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

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

### Opportunities Map

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

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

*County responsibilities:* Review maps.

### County Housing Needs Assessment

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

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

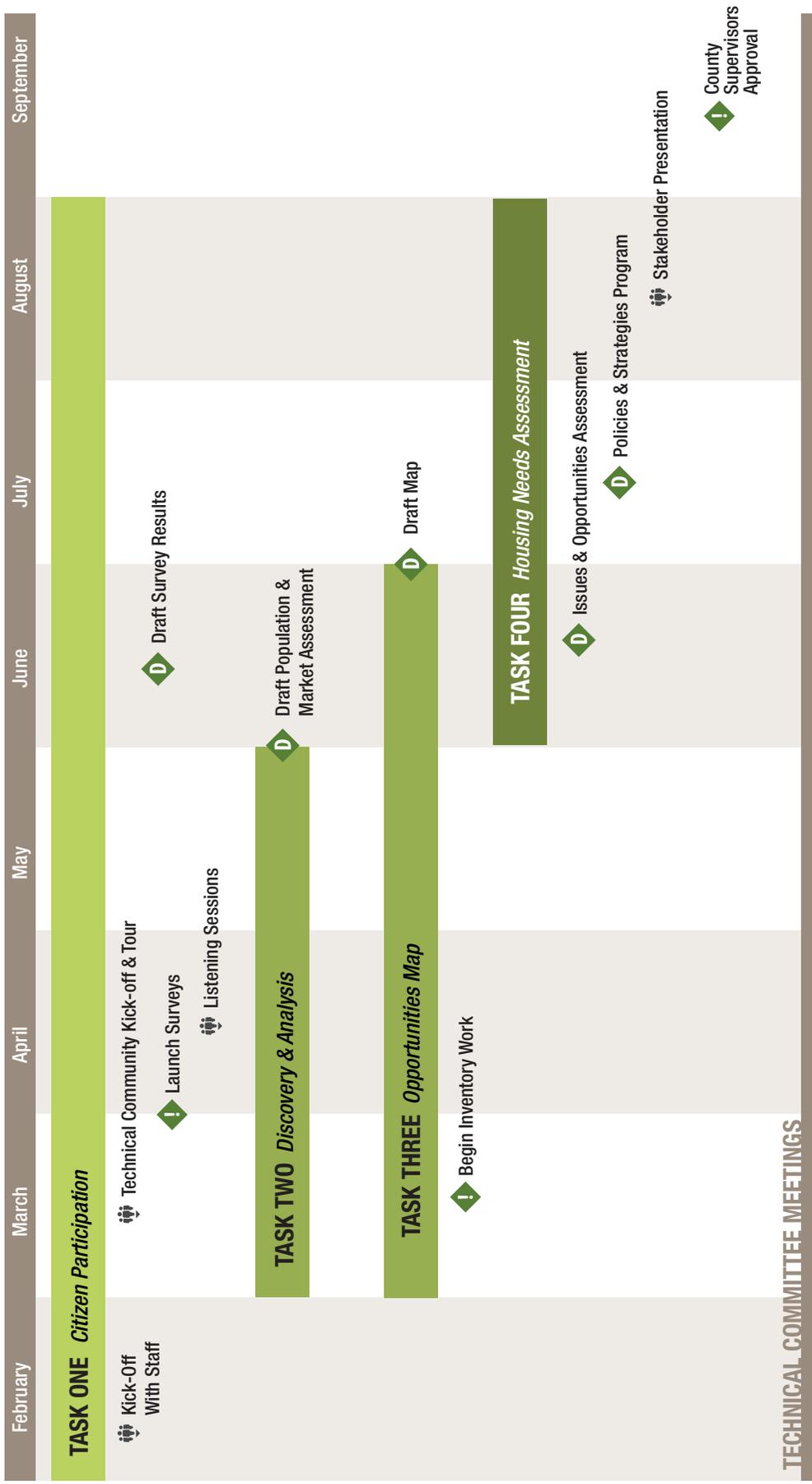
Additionally, any strategies or policies recommended in previous studies will be reviewed and assessed for their effectiveness. This assessment will be done in a workshop format with the technical committee.

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



**SCHEDULE**  
STORY COUNTY HOUSING STUDY & NEEDS ASSESSMENT

Land Use Workshop



**TECHNICAL COMMITTEE MEETINGS**



Public Meeting/Open House

Committee Meeting

\* Web-Conference

Milestones

Deliverables



## Charlie Cowell, AICP



### ASSISTANT PROJECT MANAGER

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

#### EDUCATION:

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

2011  
University of Northern Iowa  
Bachelor of Arts, Economics

#### REGISTRATIONS:

American Institute of Certified Planners, 2016

#### AFFILIATIONS:

Member - American Planning Association, National and Iowa Chapter

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

#### Housing Market Studies

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

#### Land Use and Comprehensive Planning

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

#### Development Ordinance and Guidelines

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

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

#### Special District & Downtown Plans

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

#### Development Application Assistance - *Various*

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

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

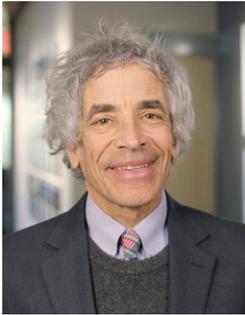
\*Indicates work completed while employed elsewhere

#### CONTACT:

Charlie Cowell, AICP  
515.288.3141  
ccowell@rdgusa.com



# Martin H. Shukert, FAICP



## REDEVELOPMENT SPECIALIST

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

### EDUCATION:

1974  
 University of California-Berkeley,  
 Masters of Architecture

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

Magna Cum Laude

### REGISTRATIONS:

2004  
 Fellow of the American  
 Institute of Certified Planners

1984  
 American Institute of  
 Certified Planners

### PAST EXPERIENCE:

Planning and Community  
 Development Director  
 City of Omaha, NE

### RECOGNITION:

2010  
 Induction into the Nebraska  
 Housing Hall of Fame

### Innovative Housing Planning Programs

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

### Land Use and Comprehensive Planning

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

### Neighborhood Redevelopment Plans

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

### Urban Design, Town Center, and Corridor Plans

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

\*Indicates awards

### CONTACT:

Marty Shukert, FAICP  
 402.392.0133  
 mshukert@rdgusa.com





## GIS SPECIALIST

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

### EDUCATION:

2014  
University of Nebraska -  
Lincoln, Bachelor of Science  
in Environmental Studies

2018  
University of Nebraska-Omaha,  
Masters of Arts in Geography

2018  
University of Nebraska-Omaha,  
Graduate Certificate, Geographic  
Information Science

### Housing Studies

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

### Land Use and Comprehensive Planning

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

### Specialty Districts

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

### Transportation and Mobility Studies

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

### Corridor Redevelopment

- College Avenue - *Fayetteville, AR*

### Park and Recreation Plans

- Grimes Parks Master Plan - *Grimes, IA*

### CONTACT:

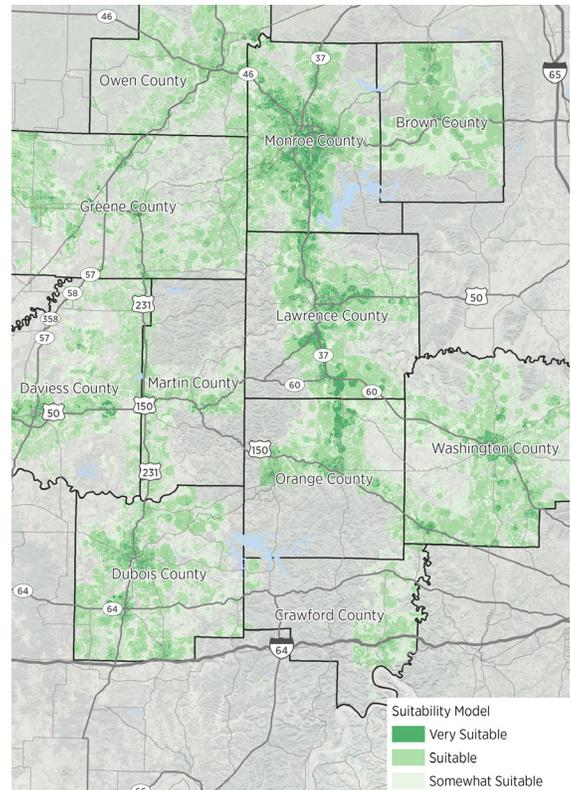
Brett Kelly  
402.449.0862  
bkelly@rdgusa.com



## housing study experience

### Indiana Uplands SOUTHERN INDIANA

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



**REFERENCE:**

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



## housing study experience

### Lincoln Affordable Housing Coordinated Action Plan

#### LINCOLN, NEBRASKA

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



#### REFERENCE:

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



## housing study experience

### Lake of the Ozarks Regional Housing Study

**MORGAN, MILLER, CAMDEN, AND LACLEDE COUNTIES, MISSOURI**

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



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



## community & regional planning

### Iowa Housing Study

DES MOINES, IOWA

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



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



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

**PAUL BRISENO**

City Manager  
City of Brookings, South Dakota  
pbriseno@cityofbrookings.org  
605.692.6281

Projects:

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

**JONAS ARJES**

*Taney County Housing Study*  
Executive Director  
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**TINA PETERSON**

*Indiana Uplands Regional Housing Strategy*  
President & CEO  
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812.287.8116



## estimated costs

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

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

## PAYMENT PROCESS

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





## WESTERN ECONOMIC SERVICES, LLC

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December 11, 2019

Story County Auditor's Office  
c/o County Outreach and Special Projects Manager  
Story County Administration  
900 6<sup>th</sup> Street  
Nevada, IA 50201

Re: Response to Request for Proposals

To Whom This May Concern:

Western Economic Services, LLC, (WES) is pleased to submit to you and the Story County Outreach and Special Projects Manager a proposal response to develop a Housing Study and Needs Assessment. As per the RFP guidelines, one printed and one electronic copy are being submitted.

Meeting the long-term housing needs of the County demands creativity and the abilities of people with diverse skills working together toward a common goal. Researching and evaluating housing needs, conducting statistical and inferential analysis, fielding surveys, conducting consultations, facilitating a team spirit, evaluating the housing stock, developing consensus, and delivering a well-written report are all called for in this project.

WES has these unique capabilities. For over 34 years, WES has conducted housing market studies. We have both the depth of experience and the breadth of knowledge of how to evaluate housing issues that are indispensable for this type of specialty. We have an established track record for preparing and delivering this type of work specially designed for planning functions at both the state and local level.

During the last five years, we have prepared housing assessments, affordable housing needs evaluations, housing affordability, and housing market studies for state and local government in many geographic areas, such as Alabama, Colorado, Georgia, Iowa, Louisiana, Minnesota, Mississippi, Montana, Nebraska, Nevada, New Mexico, North Carolina, North Dakota, Oklahoma, Oregon, Rhode Island, South Dakota, Texas, and Wyoming as well as the Commonwealth of the Northern Mariana Islands. In fact, we have again been hired by the Iowa Finance Authority to conduct a Statewide, County, and City housing needs assessment, as well as preparing these for the Cities of West Des Moines and Davenport. We are particularly skilled at preparing housing evaluations for rural areas, whether growing or in decline. Overall, WES brings a unique set of skills and knowledgeable experiences to this project, knowledge that will greatly benefit and be cost effective for the County and its communities.

We look forward to talking with representatives of the County about our approach to this project and how we can best address the needs of each of the County's communities. Please feel free to contact me if you have any questions or concerns; your inquiries can be directed via e-mail to me at [rgaudin@westernes.com](mailto:rgaudin@westernes.com) or by telephone or fax at the contact numbers listed at the bottom of this page.

Sincerely yours,

Robert M. Gaudin  
Operating Partner

RMG:kmb  
SCIA01p1.doc  
attachment

212 SE 18<sup>th</sup> Ave • Portland, OR 97214 • 503.239.9091 (P) • 503.239.0236 (F) • [westernes.com](http://westernes.com)



**RESPONSE TO RFP:**

**HOUSING STUDY AND  
NEEDS ASSESSMENT**

**SUBMITTED TO STORY COUNTY, IOWA**

**December 11, 2019**



**W E S**

**Prepared by  
Western Economic Services, LLC**



**RESPONSE TO RFP:  
HOUSING STUDY AND NEEDS ASSESSMENT**

**SUBMITTED TO THE  
STORY COUNTY AUDITOR'S OFFICE  
COUNTY OUTREACH AND SPECIAL PROJECTS MANAGER**



Prepared by  
Western Economic Services, LLC  
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[rgaudin@westernes.com](mailto:rgaudin@westernes.com)

December 11, 2019





## Table of Contents

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This proposal was submitted by Western Economic Services, LLC. With this proposal, we commit ourselves to executing the scope of work defined herein, including coordinating our efforts with the County Outreach and Special Projects Manager, and other agencies and organizations as needed. This proposal is organized as per the instructions listed in the County’s RFP.

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## I. WES Experience and Professional Qualifications

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### A. Introduction to Western Economic Services, LLC

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Western Economic Services, LLC (WES) has provided economic and demographic analysis, market research, forecasting, and strategic planning services to clients throughout the United States for the past 34 years. This is a testament to our fiscal stability and service reliability. Furthermore, WES specializes in housing evaluations, with expertise in the following areas:

- Preparing Housing Studies and Needs Assessments,
- Preparing Analyses of Impediments to Fair Housing,
- Conducting housing and community development evaluations,
- Illuminating economic and community development opportunities, and
- Guiding and facilitating housing policy and strategic planning processes.

In fact, WES has performed long-range planning analysis and studies – similar in design, scope and content – for a variety of units of government in the 31 states of Alabama, Arkansas, Arizona, California, Colorado, Florida, Georgia, Illinois, Louisiana, Massachusetts, Minnesota, Mississippi, Montana, Nebraska, Nevada, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Virginia, Washington and Wyoming, as well as the Commonwealth of the Northern Marina Islands.

WES is a relatively small firm, with seven professional staff, one research assistant, and three and survey employees. Our headquarters are located at 212 SE 18<sup>th</sup> Avenue, in Portland, Oregon, although we also have branch offices in Waynesboro, Pennsylvania and Jackson, Mississippi. This contract will be serviced from our Portland, Oregon, office.

### B. WES General Scope of Services

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WES has acquired broad, varied, and comprehensive knowledge of housing issues over the years. WES has evaluated and identified housing needs by tenure and by income; conducted original survey research and described the condition and detailed characteristics of the housing stock; and depicted the size, racial composition, income status, and ages of resident households. WES has also quantified future demands for housing by tenure and income of householders, portrayed needs of special populations, conducted market segmentation and analysis, assessed housing equity and facilitated the development of policy goals.

WES has extensive knowledge relating to research in support of housing development activities and in the establishment of performance measures to track progress toward strategic goals. WES understands how to blend high-grade quantitative analysis with the qualitative features, or the perceptions of need. Geographic areas of research have encompassed blocks, block groups, Census tracts, school districts, towns, cities, urban counties, metro and non-metropolitan regions, and entire states. The following narrative presents selected topics as evidence of this expertise.

**Housing Needs Assessment and Housing Forecasts.** WES has prepared forecasts of housing needs, incorporating data on household formation for both renters and homeowners by income. WES has also prepared assessments for special needs and other populations, and by demand for dwelling units by size. To predict household formation, population forecasts have been either developed or adopted from other entities. If such a forecast needs to be created, WES has done additional economic and demographic modeling, such as employment and income forecasts. Predicted income categories represent a percentage share of median family income. Data have been drawn from one or more decennial Censuses for the years 1960, 1970, 1980, 1990, 2000, and 2010.

**Housing and Community Development Surveys.** WES has designed mail, telephone, online, and on-site surveys to assess housing and community development needs. In one instance, 4,000 surveys were sent to randomly selected citizens. The surveys related to the respondents' housing; housing conditions; fair housing compliance; and housing affordability, availability, accessibility, and suitability. Respondents' opinions regarding attributes of their community were solicited as well. WES's mail surveys have attained response rates as high as 63.7 percent. WES routinely conducts telephone surveys that collect rental information, with some surveys targeting more than 120,000 units. WES processes all data, performs the analysis, and presents results depicting attributes and perceptions of the surveyed population in terms of housing and community development needs.

**Housing Market Analysis.** WES has conducted housing market analyses for housing and community development plans and other development and planning needs. Some information was obtained from the decennial Censuses, as well as the American Community Survey, such as the type of dwelling unit, tenure, urban versus rural, occupied versus unoccupied, year built, number of rooms, and housing size. Each piece of information was analyzed by a geographic subunit (e.g., city, town, county). WES has also collected building permits, multiple listing service data, property demolition and conversion statistics, residential foreclosure information, and Home Mortgage Disclosure Act lending activity, which have all contributed to evaluating the housing market. Analyses have been expanded further by various survey methods, including mail, telephone, and on-line surveys of housing experts, which generate assessments of the predominant unit type, size, cost, age, and similar data, including barriers to the production of housing.

**Housing Inventory Conditions and Assessments.** WES has researched housing inventory conditions for state and local jurisdictions and determined the prevalence of overcrowding by income, race, ethnicity, and geographic area. Through either census or survey techniques, WES has generated weighted estimates of the degree to which homes have poor roof conditions, poor foundation conditions, sticking doors and windows, missing window panes, poor ceiling or wall conditions, soot or smoke escaping into the dwelling unit, and high infiltration rates (air leakages in the home). WES also frequently uses extracts of county assessor appraisal databases to explore these issues in greater detail—data that categorize the effective age of the dwellings, the physical condition, and the grade of materials and workmanship used in the original construction of the dwelling. These data allow a better determination of the need for residential rehabilitation versus redevelopment as well as current price trends and, often, conditions experienced during sale of the property.

**Fair Housing Impediments Analysis.** WES has prepared many of these analyses over the years. These studies incorporate both quantitative and qualitative data sources, including the Census Bureau Decennial Census, American Community Survey (ACS), and capture the qualitative nature of citizen engagement activities, and quantify actions that the jurisdiction can take to overcome the identified impediments, with specific measurement criteria. This incorporates surveys of residents, surveys of stakeholders, and the data for public housing authorities. This targets equity considerations, concentrations of poverty and racial and ethnic minorities, complications for protected classes, particularly for persons with disabilities, and unravels particular outcomes for representatives of state and local government.

**Age, Gender, Race and Ethnicity, Households, Tenure, Poverty, and Special Needs Populations.** This information has been drawn from a wide variety of sources and research methods. In general, data are drawn from the decennial Censuses or ACS, including the special tabulations prepared by the Census Bureau. These data also estimate the number and type of families in need of housing assistance in the extremely-low-income, low-income, moderate-income, and middle-income brackets; renters and owners; elderly persons; single persons; and large families. WES is very

familiar with HUD's Comprehensive Housing Affordability Strategy (CHAS) data, understands its limitations, and knows when one-year, three-year, and five-year American Community Survey (ACS) averages need to be used.

**Socio-Economic Profiles.** WES inspects the economic complexity of the state, local, and regional economies; assesses the comparative advantage of key industries; evaluates the industrial linkages within the regional economy; and determines the need for particular types of economic growth. This type of analysis includes assessing income and the needs for growth in earnings as well as economic impact, which determine both the direct and indirect effects of particular economic development options and related infrastructure requirements. These issues relate to the ability of households to afford housing—and at what cost. This type of service also incorporates evaluating the overall vitality of a geographic area, including determining the community's economic status today and the direction in which the community may be headed. This aids in the development of strategies for improving the economic climate.

**Citizen Involvement and Public Presentations.** WES offers the option of public and citizen involvement processes for all of our work products. Typically, these processes include the facilitation of focus groups, presentations of preliminary findings to public officials, group facilitation settings, public input sessions, stakeholder interviews, participant surveys, and even formal speeches at conferences or interviews with mass media. WES encourages such involvement as a key portion of public policy design and responsible public leadership.

### **C. WES Mission Statement**

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WES quality control mechanisms are driven in large part by our commitment, ethics, and operating philosophy. At WES, we conduct customized research to meet each client's specific needs, and we work closely with those clients to ensure that our research findings and their implications are fully understood. We are dedicated to ensuring that our clients are proud of their choices, our products, and the outcomes of their planning activities. WES offers a unique set of skills and experiences geared toward high-quality work.

Our body of work represents a synergy; the whole is much greater than the sum of its parts. The following list represents the most salient parts of our valued business philosophy and explains why our clients continue to use our services:

- WES utilizes a comprehensive approach to all engagements. This orientation emphasizes long-term, beneficial relationships that result in effective client accomplishments.
- Having a long-term vision allows WES to create strategic solutions to operations, marketing, and planning activities.
- WES consistently demonstrates a firm grasp on the depth and breadth of key planning processes and the difficulties likely to be encountered. Our 34 years of experience encompass activities in both the public and private sectors, and our work has continuously delivered valid and reliable results.
- Because of our small size, we have the flexibility to adapt quickly to new situations while still maintaining full attention and dedication to client needs. Our proven track record for adapting to 11th-hour modifications, while remaining on-budget and on-schedule, is a major factor behind the high level of repeat business that we enjoy from our loyal client base.
- A key to our ability to adapt is our individualized approach to every project. Each client engagement has a customized design, emphasizing the unique characteristics of the project. With such tailored methodologies, WES can offer highly valued products and services for cost-effective fees in concert with schedules that meet the planning needs of our clients' overall operations.

## II. WES Relevant Experience

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### A. Recent Projects Conducted by WES

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Due to the type of work required for the Story County Housing Study and Needs Assessment, the analytical skills needed are broad and require rigorous attention to detail and quality control. Hence, WES's pertinent experience is best described by our primary business activity: housing planning services. The following project descriptions offer a sample of our housing study experience.

#### City West Des Moines, Iowa

In 2018, Western Economics Services (WES) successfully completed a comprehensive housing needs assessment for the City of West Des Moines. WES provided the city with a comprehensive analysis of key demographic, economic and housing data from a variety of sources. Demographic trends were evaluated based on the most recent U.S. Census estimates including aging, racial composition of the population, education trends and examining the rate of persons with disability. Economic statistics were gathered from the Bureau of Labor Statistics (BLS) as well as the Bureau of Economic Analysis (BEA) and examined employment and earnings levels for the City of West Des Moines. The housing analysis included data from the most recent U.S. Census 5-year ACS dataset along with custom tabulation of West Des Moines assessor data. WES estimated a forecast of future housing need for the City of West Des Moines by tenure and income levels. The public input process was robust, including three separate surveys, presentations before the City Council and several stake holder meetings. WES incorporated the public input process along with the data analysis to identify the most pressing housing challenges and recommendations to alleviate these housing needs.

#### City of Thornton, Colorado

Western Economic Services (WES) performed a dual Housing Needs Assessment and Analysis to Impediments of Fair housing on behalf of the City of Thornton in 2019. This project included the collection, processing and mapping of a variety of data concepts, from sources such as the U.S. Census, the Bureau of Labor Statistics and the Department of Housing and Urban Development. It also included the collection of public input from the citizens of Thornton with 3 separate surveys and a public input meeting. In response to community feedback WES performed additional analysis on specific topics recommended by the citizens of Thornton. As a result the report was a successful in highlighting the most pressing housing needs in the city as well as identifying any potential barriers to fair housing choice. WES always strives to meet the exacting demands of community development department professionals and the citizens they represent.

#### The City of Grand Junction, Colorado

In latter 2015, WES was selected to evaluate the housing sector in the greater Grand Valley of Colorado, comprising eight communities, including the three incorporate cities of Grand Junction, Fruita, and Palisade and four more unincorporated communities and the remainder of the unincorporated Grand Valley. A housing needs survey was conducted, along with three focus groups and several public input meetings. WES was able to identify the number of households that were experiencing housing problems today, by tenure and income for each of the communities. WES also prepared a housing demand forecast through 2040, by community, tenure, and income. WES contrasted this demand forecast with the available land that would be demanded over this time period. WES identified the communities that had insufficient land



for the forecasted need. WES identified a selection of policies and strategies that the Grand Valley might wish to consider in addressing the unfolding housing needs.

### **Los Angeles County, California, Community Development Commission**

In 2007, 2012, and again in 2017, the Community Development Commission (CDC) of the County of Los Angeles selected WES to prepare the County's Five-Year Consolidated Plan for Housing and Community Development. While the entire Consolidated Plan covered many things, the housing market analysis addressed a 25-year housing forecast, by tenure and income. It also evaluated current building trends, addressed the current mortgage market and the degree of subprime lending activity, and interpreted the qualitative needs expressed in the both the 2007 and 2012 resident community surveys. Several focus groups were also conducted, one of which related specifically to the need for housing. During the second quarter of 2012, WES again began preparing the newest Five-Year Housing and Community Development Consolidated Plan for the County of Los Angeles CDC. These efforts have included surveys, focus groups, housing demand forecasts, 2010 Census and ACS data, as well as inventories and assessments of the current housing stock. This evaluation mirrored that which was performed in 2007, but included populating the Consolidated Plan and Annual Action Plan in the IDIS eCon Planning Suite.

### **The Nebraska Investment Finance Authority**

Each year since 2002, WES has prepared a comprehensive, statewide housing needs evaluation for the State of Nebraska. This information reviews detailed housing statistics, by state, region, 93 counties, and 31 cities in the state. Further, WES assesses the economic and demographic influences that affect the provision and consumption of affordable housing. WES also manages a Nebraska Dashboard, which may be view by looking at [www.westernes.com/Nebraska](http://www.westernes.com/Nebraska).

Data include geographic (GIS) maps, tables, charts and an exhaustive narrative. This information establishes a badly needed baseline and evaluates trends in the socio-economic complexion of Nebraska as it influences the provision of housing and housing-related services. Demographic data include a wide array of decennial census data from 1990, 2000 and 2010 as well as intercensal estimates. This includes population by race, ethnicity, and age cohorts. Additional data addressing disabled persons residing in non-institutionalized group quarters, housing value and percent of income expended on housing were drawn from the Five-Year American Community Survey. All of these data sets are expressed by county, region and state.

Economic influences, extracted from data spanning over 30 years, are evaluated. Personal income statistics, poverty data, median incomes and even personal bankruptcy statistics are inspected. The report also includes more than 10 years of labor force statistics, such as the number of people working and unemployment rates. These data aid depiction of the economic influences at work in the marketplace for housing and housing related services. Housing statistics include the decennial census data for the entire housing stock, by tenure, as well as a breakdown of the housing stock by type of dwelling unit, age of the unit, physical characteristics of the stock and the disposition of vacant housing. Of particular import was the sharp increase in "other vacant" housing, or housing not available to the market place. Additional information assessed building permit activity and value of permitted construction. This is reported for single-family dwellings, duplex, tri- and four-plex units, and buildings with five or more units. Again, these data are presented by county, region and state.

The Nebraska Department of Revenue, Property Assessment Division keeps records of all property transactions in the state. Property transaction data are captured and analyzed by county and region. Sales prices, physical condition, age, size, and other general characteristics

of residential dwellings sold, by year and by county, are also described. Another research task involved a telephone survey, which determines current rental vacancy and absorption rates as well as rental prices for both market and assisted (or subsidized) units throughout the state. In the 2017 Nebraska Profile, nearly 120,000 rental units were surveyed.

### **The Wyoming Community Development Authority**

**Wyoming Housing Database Partnership.** Following a national competitive solicitation process, WES was awarded administration of the Wyoming Housing Database Partnership (WHDP) in January of 2001 and has worked on behalf of the WHDP since that time. The State of Wyoming has nearly 590,000 people. The Partnership, formed in 1997, is a cooperative arrangement between the Wyoming Community Development Authority, the Division of Economic Analysis, the Wyoming Business Council, the Wyoming DOT, the Wyoming Association of Municipalities, and other for-profit and non-profit entities throughout the state. The following products are simple examples of work conducted on behalf of the WHDP.

*The Semi-Annual Profile of Wyoming Demographics, Economics and Housing* is a two-volume document comprising a comprehensive analysis of county and state housing, economic and demographic data, as well as population migration patterns, economic influences and housing market conditions, including home sale and rental prices, which affect the provision of affordable housing throughout Wyoming. Data incorporate building permit information, tenure and homeownership rates, and a wide variety of additional data. Three types of surveys are conducted for each *semi-annual* report. One is a telephone survey of the rental market that captures vacancy rates, absorption rates, prices, and characteristics data of the rental market, such as the units designed for particular subgroups of the population (e.g., the disabled). Another survey pertains to the availability of mobile home lots. The third is another telephone survey of a sample of new residents of the state. It is used to better understand where demand will manifest itself, the preferred tenure and buy versus build choices for new residents of the state. WES manages the Wyoming Dashboard for the agency, which may be viewed at [www.westernes.com/Wyoming](http://www.westernes.com/Wyoming).

*The 2017 Wyoming Housing Needs Forecast* documented a prediction of Wyoming's annual housing needs over the next twenty-five years. The housing forecast was separated by tenure and income of the household for each of Wyoming's counties and forty-six selected communities throughout the state. This document showed how the demand for different types of housing will indeed vary over the forecast horizon.

*The 2011 Wyoming Housing Conditions Study* presents research that was facilitated by the use of a series of data files prepared and submitted by each of the state's county assessors. Data contained in the files represented each residential property's appraisal record. Using this information, WES was able to quantify the characteristics of the existing housing stock as well as determine the number of housing units in the state that were in need of repair.

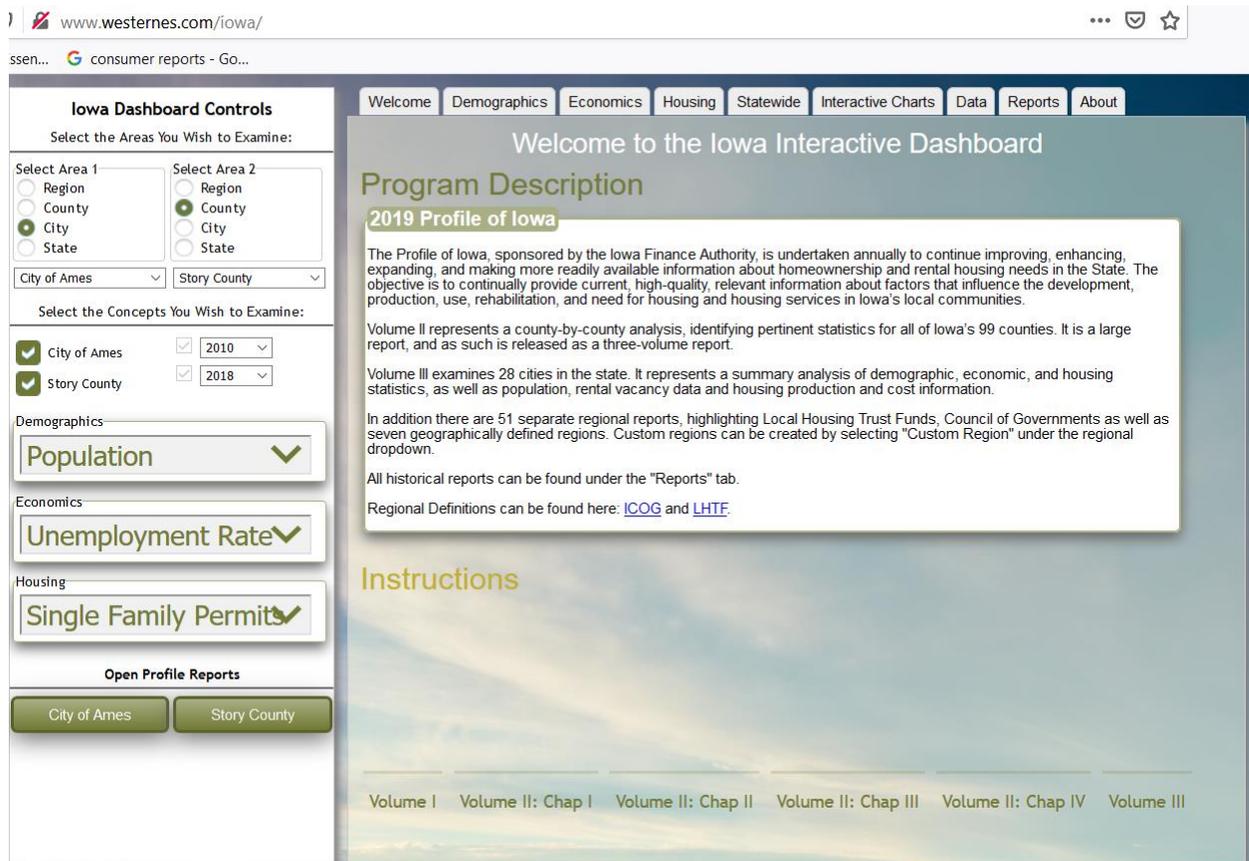
### **The Iowa Finance Authority**

The Iowa Finance Authority (IFA) first selected WES to prepare an Iowa Profile of Demographics, Economics, and Housing in May of 2017; and, we have continued to prepare this annually each year since. The IFA wishes to provide current, high-quality, relevant information about the factors that influence the development, production, use, rehabilitation, demand, and need for housing and housing services in Iowa's local communities. Plus, having this information will enable the IFA to better design its programs to target unmet housing needs, identify gaps in the affordable housing delivery system, and better discern the sometimes subtle differences between housing needs in various areas of the State. The goals of the study are to



enrich policy formation and decision-making capacity, interpret and predict affordable housing needs at state and local levels, and better inform others when making housing choices. The results of these research efforts assist planners, developers, lenders, state and local government agencies, non-profit and for-profit organizations, and the IFA, as well as other providers of affordable housing and housing-related services throughout Iowa.

The Iowa Profile seeks to analyze key data at a variety of jurisdictional levels. It is split into three volumes, with Volume I focusing on the state and eight (8) separate regions, Volume II focusing on each of Iowa's 99 counties, and Volume III inspecting each of 28 Iowa cities with populations above 14,000 persons, as reported in the 2010 Census. Lastly, a dashboard has been constructed, similar in style and content to both the Wyoming and Nebraska Dashboards, and it may be viewed at [www.westernes.com/iowa](http://www.westernes.com/iowa). The Dashboard, with Ames and Story County begins with an image that looks like the following:



## The Mississippi Development Authority

During 2015, WES prepared the State's 2015-2019 Five-Year Consolidated Plan, part of which contained a housing needs and a housing market assessment. WES initiated the process by developing the citizen participation plan. WES then designed a comprehensive housing and community development survey, which was distributed throughout the state by the Mississippi Development Authority. WES assess the expressed needs from the survey, which were defined as "no need", "slight need", "moderate need", and "extreme need". Questions on the survey included housing service needs for special populations as well. Furthermore, WES quantified housing and homeless needs seen from Census data, a series of focus groups and public input meetings. WES quantified the level of unmet housing need by family type, tenure, and income

as well as interpreted the needs associated with the State's homeless population. Additionally, WES prepared the non-housing community development needs assessment for the Consolidated Plan. This was all used to populate the eCon Planning Suite for the Mississippi Consolidated Plan.

### **The North Dakota Department of Commerce**

During 2014 and 2015, WES prepared the State's 2015-2019 Five-Year Consolidated Plan, part of which contained a housing and homeless needs assessment as well as a housing market analysis. WES also designed a comprehensive housing and community development survey, which was distributed throughout the state by the North Dakota Department of Commerce. Furthermore, WES quantified housing and homeless needs seen from Census data, a series of focus groups, and public input meetings. WES identified the level of unmet housing need by family type, tenure, and income. Furthermore, WES assessed the non-housing community development needs and constructed the entire Consolidated Plan through the use of the eCon Planning Suite.

### **The Nevada Housing Division**

During 2014 and 2015, WES prepared the State's 2015-2019 Five-Year Consolidated Plan, Annual Action Plan and its Analysis of Impediments to Fair Housing Choice. Part of the Consolidated Plan contained a housing and homeless needs assessment as well as a housing market analysis. WES also designed a comprehensive housing and community development survey, which was distributed throughout the state by the Nevada Division of Housing and the Nevada Governor's Office. WES evaluated the expressed needs from the survey. Questions on the survey included housing service needs for special populations as well. Furthermore, WES quantified housing and homeless needs seen from Census data, a series of focus groups, and public input meetings. WES identified the level of unmet housing need by family type, tenure, and income. Furthermore, WES assessed the non-housing community development needs and constructed the entire Consolidated Plan through the use of the eCon Planning Suite.

### **The New Mexico Mortgage Finance Agency**

In 2010 and again in 2014, the New Mexico Mortgage Finance Agency selected WES to prepare its Annual Action Plan, Five-Year Consolidated Plan for Housing and Community Development and its Analysis of Impediments to Fair Housing Choice. This planning document included a discussion of the current economic climate, demographic trends, and the current housing market on its way to defining the housing and homeless needs assessment. WES evaluated the current housing stock, production and affordability of that stock, lead-based paint hazards, assessed public and assisted housing, and created a housing needs forecast. WES was able to identify the current level of unmet housing needs as well as disproportionate housing needs for selected housing populations. WES prepared a comprehensive evaluation of the state's continuum of care organizations, the service territories that were addressed and the needs of the state's homeless populations.

This housing and homeless needs assessment included an on-line housing and community development survey, from which WES was able to present the degree of need by general geographic area throughout the state, as exemplified by the affordable rental needs map presented at right. Additionally, there were four focus groups on specific housing topics, such as preservation or homelessness, and a series of public input meetings. WES produced a set of housing priorities, priority rankings, and an evaluation of non-homeless special needs. This planning process also concluded with the production of five-year housing and community

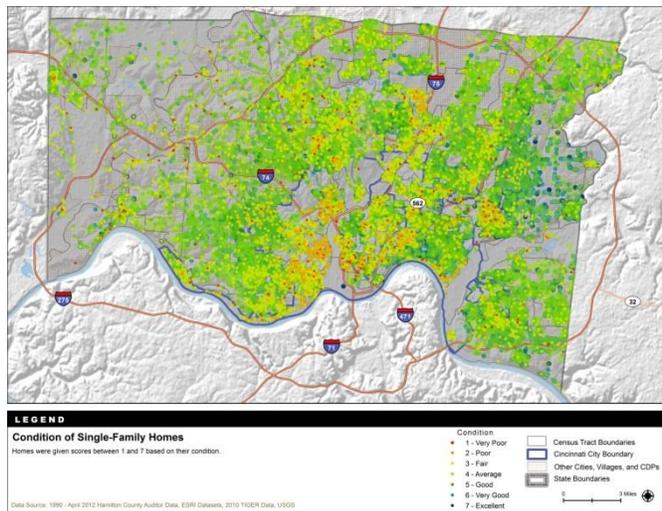
development goals, objectives, and strategies, which included a set of performance measurement activities.

### Minnesota Department of Employment and Economic Development

The Minnesota Department of Employment and Economic Development, with participation of the Minnesota Housing Finance Agency and the Minnesota Department of Human Services, selected WES in 2011 and again in 2016 to prepare the State’s Consolidated Plan for Housing and Community Development. This document includes an exhaustive housing and homeless needs assessment. Data was extracted from the 2010 Census as well as the 2010 Five-Year American Community Survey. Evaluation of the current economic climate was included with the assessment and how this has influenced demographic change and housing trends. These relationships were presented in tabular, chart, and geographic map formats, depending on the concept. Housing trends were explored in great detail, highlighting the disposition of vacant housing, and noting that “other housing”, or vacant housing not available to the market place had risen some 155 percent over the past decade. WES prepared an on-line housing and community development survey to gather perspective and commentary about housing and community development needs throughout the State. These data collection activities also included focus groups, public input meetings, as well as conversations with other departments and communities throughout the State. The conclusion to this planning process was the production of five-year housing and community development goals, objectives, and strategies, which included a set of performance measurement activities.

### Cincinnati Metropolitan Housing Authority

The Cincinnati Metropolitan Housing Authority selected WES to prepare a comprehensive housing study for all of Hamilton County, Ohio, including the City of Cincinnati. This particular evaluation included the entire market for housing, not just affordable or assisted housing. The assessment took consideration of the past, such as the evidence of declining population over the past 40 years, at the same time that new construction had been occurring. WES tapped into the Hamilton County Assessor’s appraisal data in the evaluation of the current marketplace and the current condition of housing. This included such concerns as the recent trends in housing prices, current physical conditions of housing and the quality of the materials and workmanship used in the original construction. WES was able to explicitly identify where clusters of poor quality worn out housing was located as well as where worn out but good quality housing was located. These two conditions identified both redevelopment and rehabilitation opportunities for the County. These were presented in a series of geographic maps, or thematic “heat maps”, such as the single family housing conditions sample presented at right.



## **The Centralina Council of Governments**

In April of 2013, the Centralina Council of Governments of Charlotte, North Carolina, and the Catawba Council of Governments, of Rock Hill, South Carolina Selected WES to prepare a Comprehensive Regional Housing Strategy. This was in response to the concerns about current and future housing needs. The CONNECT Our Future project launched the Comprehensive Regional Housing Strategy as one component of the Regional Growth Framework.

The 2013 Comprehensive Regional Housing Strategy represents a thorough examination of a variety of sources related to housing within the 14-county region. This study involved primary research, such as that drawn from the 2013 Housing Needs Assessment Survey, an exhaustive telephone survey of rental properties, a survey of 450 key employers in the region, and options expressed during a series of public open house meetings; it also includes the evaluation of secondary research, which entailed the collection and analysis of existing data, such as County Assessor data, building permits, 2000 and 2010 Decennial Census data, the 2011 American Community Survey data, and employment and income information from other federal data sources. A local employment and population forecast was also utilized to create a housing needs forecast, for each of 49 geographic areas, by tenure, and by income group.

## **B. Samples of Recent Project**

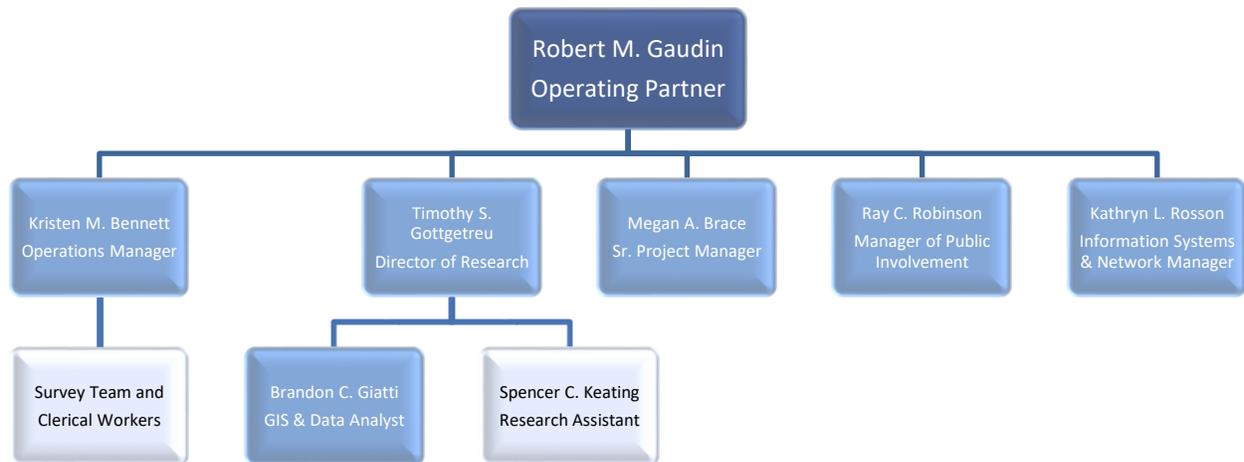
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Recent projects may be viewed at [www.westernes.com/worksamples](http://www.westernes.com/worksamples)

### III. WES Organizational Chart and Resumes

#### A. Organizational Chart

While Western Economic Services, LLC (WES) is a small firm, we have seven professionals and four research, survey, and clerical staff persons that will be devoted to the Housing Study and Needs Assessment. Our entire team has the skills, experience, and reliability desired by the County. The following presents our organizational structure.



#### B. Experience and Resumes of WES Staff Dedicated to Story County

WES will not be using any third parties or subcontractors for this project. This project will be led by Mr. Gottgetreu, and the resumes for all professional staff members devoted to the Story County Housing Study and Needs Assessment are presented below.

##### Robert M. Gaudin, Operating Partner

**Experience and Commitment.** Mr. Gaudin has worked extensively for and with the private and public sectors for more than 40 years, from advising officers of large companies to aiding junior employees of small government entities. This broad experience with how both private industry and public sector planning is started, designed, implemented, and completed adds great value to the projects he oversees.



His expertise in economic and demographic research, housing market analysis, modeling and forecasting, and strategic planning all aid in delivery of both creative ideas and innovative solutions that impart long-lasting enhancements to housing and community development projects. His understanding of salient issues and institutional barriers exemplifies his ability to fulfill the needs of the communities he serves. Mr. Gaudin has lead oversight responsibility for the housing market evaluations, such as Housing Profiles, Consolidated Plans, needs assessments, Analysis of Impediments to Fair Housing Choice, and many other housing, economic, and demographic studies conducted by WES for both private and public sector clients. Mr. Gaudin has been preparing Consolidated Plans and AIs for the entire operating history of the firm.

Mr. Gaudin’s comprehensive awareness of housing and community development issues allows broadly based but focused solutions to complex circumstances. His understanding of a myriad of technical details permits the merging of theory with realism. Since establishing WES more

than 34 years ago, Mr. Gaudin has enjoyed a loyal customer base due to his high ethical standards, his commitment to excellence, the trust and rapport shared with clients, and the results provided over the years.

**Qualifications.** Mr. Gaudin's consulting qualifications pertinent to housing and community development evaluations include design, stewardship, analysis, document preparation, and presentation of most studies conducted by WES. When HUD's Consolidated Plan requirements were first introduced, Mr. Gaudin led development of one of the nation's first AIs and respective Consolidated Plans for Housing and Community Development, including the detailed planning requirements contained within the housing market and needs assessment. Mr. Gaudin is the authorized representative of WES and is able to confer with chief elected officials and policy administrators on housing issues identified by WES, as well as represent clients before print and video press.

## Résumé

### Employment History

**Operating Partner,** Western Economic Services, LLC, 2016 through the present. Mr. Gaudin oversees operations of the firm, including bidding, budgeting, project planning, staff development, and internal planning and capital acquisition as well as manages selected key projects. Mr. Gaudin also manages the professional staff and still makes presentations before selected meetings, public sessions and conferences.

**Director of Research and Planning,** Western Economic Services, LLC, 1998 through 2016. Mr. Gaudin was the team leader. He designed WES's approach to all projects; provided quality controls and oversight; managed staff; liaised with all customers; and presented at meetings, public sessions, and conferences attended by WES.

**Senior Economist,** Western Economic Services, LLC, 1986–1998. Mr. Gaudin established WES in July 1986. During this phase of the company's development, Mr. Gaudin designed all projects, conducted statistical programming and model building, designed survey instruments, orchestrated all analyses, wrote client reports, and presented all research findings.

**Senior Planning Analyst,** PacifiCorp, 1980–1986. Designed, developed, and implemented integrated long-term forecasting and planning models. Prepared scenario planning and impact assessments. Designed and oversaw market research surveys, collected raw data, and performed economic and demographic analyses. Constructed residential customer forecasts depicting single-family, multi-family, and mobile home housing stock additions over 20 year forecast horizon.

**Economist,** Montana Governor's Office, Office of Commerce and Small Business Development, 1979–1980. Represented governor at various community development and economic development functions. Conducted technical analyses and prepared reports for distribution regarding prospective economic development targets. Provided additional research and analysis for the governor.

**Economic Consultant,** Sole Proprietor, 1978–1979. Provided secondary research and report writing to Montana Industries.

### Educational Background

**Post-Graduate Training,** Business research methods, survey design, and systems theory, Portland State University, Portland, OR, 1993.

**Master's Degree,** Applied Economics, Portland State University, Portland, OR, 1985.

**Bachelor's Degree,** Political Science and Economics, University of Montana, Missoula, MT, 1978.

## Timothy S. Gottgetreu, Director of Research

**Experience and Commitment.** Mr. Gottgetreu has an MA in Economics and is a Director at WES. He has prepared data and analysis for AIs, housing and community development needs assessments, housing market studies, Consolidated Plans, housing and population forecasts, and related studies. Mr. Gottgetreu has designed, constructed, and continues to development and operate all housing dashboards under the WES professional service umbrella. Mr. Gottgetreu's qualifications include evaluation, assembly, and reporting of data and related information in super-computing environments. He has conducted research in systems analysis, systems modeling, econometrics, and mathematical economics.



**Qualifications.** Mr. Gottgetreu also has conducted Consolidated Plan and AI research, housing market evaluations, and housing needs assessments for numerous client organizations, such as Dona Ana County, the New Mexico Mortgage Finance Authority, the Minneapolis/St. Paul region; the cities of Bentonville, Conway, Fayetteville, Fort Smith, Jacksonville, North Little Rock, and West Memphis in Arkansas; Rockford, Illinois; Tulsa, Oklahoma; Hamilton County, Ohio; the County of Los Angeles, California; and the states of Iowa, Louisiana, Minnesota, Mississippi, Montana, Nebraska, North Dakota, North Carolina, Oregon, South Dakota, Tennessee, Texas, and Wyoming.

### Résumé

#### Employment History

**Director of Research**, Western Economic Services, LLC, 2016 to the present. Mr. Gottgetreu oversees production and delivery of all Profiles and Dashboards created by WES, provides quality controls and oversight; manages staff; liaises with customers; and Mr. Gottgetreu is also the key individual who makes presentations before client Boards, client conferences, and related presentation settings.

**Manager of Economic Research**, Western Economic Services, LLC, 2011 through 2016. Mr. Gottgetreu oversaw and implemented all model building and statistical programming activities. He was the lead researcher and analyst for WES's quantitative and qualitative project activities. This included development of findings and graphical interpretation of those findings. He was responsible for the development of selected comprehensive housing market and needs assessment reports.

**Senior Economist**, Western Economic Services, LLC, 2007 through 2011. Mr. Gottgetreu implemented most model building and statistical programming activities and was the advanced researcher and analyst of data for WES's project activities. This included assisting in the development of findings and graphical interpretation of those findings, and development of reports.

**U.S. Commercial Service**, U.S. Embassy, 2005. Compiled data, researched, and prepared market evaluations of selected Swiss markets and industrial sectors. Facilitated interactions between Swiss and American industrial firms.

**SEI Private Trust**, STC Asset Movement, 2004. Assessed and evaluated account transfer activity. Reconciled data. Managed selected computer processing programs.

#### Educational Background

**Doctoral Study**, Economics, University of Oregon, Eugene, OR, 2006–2007.

**Master's Degree**, Economics, University of Maine, Orono, ME, 2006.

**Bachelor's Degree**, Economics, Mary Washington College, Fredericksburg, VA, 2003.

## Ray Robinson, Jr., Manager of Public Involvement

**Experience and Commitment.** Mr. Robinson holds a Bachelor of Arts in Political Science and has performed leadership, program management, and regulatory oversight of units of local, state, and federal government for nearly 20 years. He has given compliance workshops and trainings, implemented policy and procedures for labor standards, and conducted environmental, fair housing, and citizen participation activities.



**Qualifications.** Mr. Robinson's role is in using his skills in facilitating open and frank discussions in public input, public presentation, and public review settings, ensuring both compliance and accountability for the outcome and acceptance of WES research. He has been assisting with the public presentation and citizen engagement work with Housing Evaluations, Consolidated Plans, and AIs.

### Résumé

#### Employment History

**Manager of Public Involvement,** Western Economic Services, LLC, 2016 through the present. Mr. Robinson assists in facilitating public discussion of Consolidated Plans, Annual Action Plans, Housing Needs Assessments, Analysis of Impediments to Fair Housing Choice and Assessment of Fair Housing reports.

**Compliance Manager, Mississippi Development Authority,** March 2011 to the present. Provide leadership in strategic planning and analytical studies. Organize and conduct statewide regulatory trainings and workshop.

**Grants Management Development Specialist, Mississippi Development Authority.** August 2008 through March 2011. Ensure grant recipient compliance; responsible for technical training, and monitoring.

**Central Mississippi Program Manager, The Nature Conservancy, January 1997 – July 2008**

#### Educational Background

**Bachelor's Degree,** Political Science, Jackson State University, May 1995.

## Megan A. Brace, Sr. Project Manager

**Experience and Commitment.** Ms. Brace holds a B.A. in Urban Studies and an MPA. She has substantive experience in the housing and homeless fields in her profession. For the past five years, she has been charged with building Consolidated Plans for Housing and Community Development by using the eCon Planning Suite. Furthermore, as well as directing the research in preparation of AIs. She has been making presentations of findings for citizen engagement activities, to City and County officials, and other community involvement activities associated with this type of work. Ms. Brace's experience also includes reviewing land use code and city ordinances as well as in the context of barriers to fair housing choice. She is uniquely qualified to review current city and county standards under the lens of critical analysis and current best practices.



**Qualifications.** Ms. Brace continues working in the housing planning and service fields and has lead other researchers in the development of CDBG, HOME, ESG, HTF, HMIS, and HOPWA documentation. She also assesses and interprets local land use ordinances and policies, inspects zoning codes and related planning documents as they relate to promoting affordable housing and their relationship to encouraging affirmatively furthering fair housing. She has worked on these projects in the following states: Alabama, California, Colorado, Iowa, Florida, Georgia, Minnesota, Mississippi, Montana, Nebraska, New Mexico, North Dakota, Nevada, Texas, Virginia, and Wyoming, as well as the Commonwealth of the Northern Mariana Islands.

## Résumé

### Employment History

**Sr. Project Manager**, Western Economic Services, LLC, October 2016 through the present. Ms. Brace prepares housing needs assessments, Consolidated Plan documents, AIs, and creates and edits data charts, narratives, and maps in the eCon Planning Suite and AI. She conducts progress review meetings with clients and interacts with selected clients for the housing and community development needs assessment, Consolidated Plans and AIs.

**Sr. Planning Analyst**, Western Economic Services, LLC, May 2014 through October 2016. Ms. Brace assisted in the construction of Consolidated Plan documents, edited selected planning narratives, enters data charts, narratives, and maps in the eCon Planning Suite and AI, and conducted data collection verification activities for the Consolidated Plan and AI.

**Affordable Housing Development Assistant**, Townspeople, San Diego, 2012 through April 2014. Ms. Brace identified, evaluated, and negotiated partnerships with other organizations. She represented Townspeople at public input meetings. She was the primary grant author and lead CDBG application writer.

**Planning Intern**, City of Oceanside, CA, 2011. She was the primary author of City's updated density bonus ordinance, assisted City staff in updating Housing Element, and conducted field work and analysis of potential affordable housing sites.

### Educational Background

**Masters of Public Administration**, California State University, San Bernardino, 2014.

**Bachelor of Arts**, Urban Studies, University of California, Berkley, 2010.

### Brandon C. Giatti, GIS and Data Analyst

**Experience and Commitment.** Mr. Giatti holds an MS in Physics and an MS in Computer Science. He has conducted substantive research using SPSS statistical software as well as Python/Pandas, HTML5, CSS3, JavaScript/jQuery, D3.js, PHP, SQL and related programs. Since arriving at WES, he has used his strong computer and analytical background to research, analyze, and report on the unique issues and context of every project. He also uses his skills in GIS to perform spatial analysis and aid in the visual presentation of our findings. This latter skill is his main contribution to our Consolidated Plan and AI research and analysis.



**Qualifications.** Mr. Giatti's primary role is to analyze and present demographic, economic, housing, and other data for housing and community development projects, and assist the other analysts in the processing and evaluation of data. In particular, he applies his skills in thematic mapping and characterizing spatial relationships.

## Résumé

### Employment History

**GIS and Data Analyst**, Western Economic Services, LLC, November 2017 through the present. Mr. Giatti performs research, conceptual analysis, and writing of research documents; provides support to sophisticated statistical programming; interprets data results; and presents information in thematic mapping designs.

**Development Analyst**, Multnomah County Department of Community Assets, January 2017 through July 2017. Test applications used to maintain the data integrity of individuals in

the criminal justice system. Work with business analysts to address customer needs to ensure products meets customer specification

### **Educational Background**

**Master's Degree**, Master of Science, Computer Science, Portland State University, 2018.  
Master of Science, Applied Physics, Portland State University, 2016

**Bachelor's Degree**, Bachelor of Science, Computer Science, Portland State University, 2014. Bachelor's of Science, Physics, Cal State Long Beach, 2009.

### **Kristen M. Bennett, Operations Manager**

**Experience and Commitment.** Ms. Bennett holds a BA in Liberal Studies and has a background in cultural anthropology. She conducts quality controls, data entry, and verification of source information on data presented in our reports. Additionally, she develops, edits, and implements our telephone, internet, and printed survey forms. She also enters Consolidated Plan narratives, data, tables, charts, and maps into the IDIS eCon Planning Suite for the Five-Year strategy as well as the Annual Action Plan. She has been assisting with the preparation of Consolidated Plans and Als since 2012.



**Qualifications.** Ms. Bennett provides assistance to the team and her focus area is in support of document design and production, quantitative analysis, and survey designs. She also creates high quality formatted documents in InDesign. She has assisted in the analysis, evaluation, and preparation of documents for Alabama, Colorado, California, Georgia, Ohio, Minnesota, Mississippi, Montana, Nevada, New Mexico, Nebraska, North and South Carolina, North Dakota, and Wyoming, as well as the Commonwealth of the Northern Mariana Islands.

### **Résumé**

#### **Employment History**

**Operations Manager**, Western Economic Services, LLC, 2017 through the present. Ms. Bennett manages the survey team, conducts research and analysis, prepares and edits various presentations, phone, internet, and printed survey instruments. She is also in charge of office operations, being sure that it runs smoothly and effortlessly.

**Operations Supervisor**, Western Economic Services, LLC, 2014 through 2016. Ms. Bennett oversaw survey data collection, document production, and related operational tasks. She assisted with the collection of socio-economic and demographic research and analysis, data verification, and survey support and analysis.

**Assistant Analyst**, Western Economic Services, LLC, 2012 through 2013. Ms. Bennett conducts data collection, socio-economic and demographic research and analysis, data verification, and survey support and analysis.

**Survey Assistant**, Western Economic Services, LLC, 2011 to 2012. Coordinated telephone activities, data entry, and related aspects of survey research projects. Monitored quality and productivity. Responded to client and respondent requests. Participated in telephone interviews.

**Intern**, Marathon Education, 2010. Re-organized comprehensive database to track sponsor and recipient funds. Ensured accuracy of data through telephone and other research.

### **Educational Background**

**Bachelor's Degree**, Liberal Studies, Portland State University, Portland, OR, 2012.

**Associate of Arts**, The Community College of Baltimore County, Maryland, 2000.

## **Kathryn L. Rosson, MBA, PMP, Information Systems Manager**

**Experience and Commitment.** Ms. Rosson holds an MBA, a BA, and a Project Management Professional certification. She has a diversified background in information technology project management; she provides technical support for all WES technology related functions, including client/server, business applications and operations efficiency. She has provided information technology and application assistance for WES projects implemented in California, Georgia, Iowa, Ohio, Minnesota, Montana, New Mexico, Nebraska, New York, North and South Carolina, Tennessee, and Wyoming.



**Qualifications.** Ms. Rosson's skills include Web Design, HTML, CSS, and SharePoint technologies; she manages our network; and, she is an expert in integrating the MS Office Suite applications including MS Expressions and InfoPath.

### **Résumé**

#### **Employment History**

**Information Systems Manager**, Western Economic Services, LLC, 2012 through the present.  
Ms. Rosson maintains network hardware and software, aids in administering video conferencing, and confirms the certification and licensing of WES software developed products. She manages software installations and creates web based documents.

**Project Manager**, Mountain Glass, 2002 to 2011. Migration of Windows 2000 network to SB2003. Managed MS Exchange 2003, Active Directory and MS Live Communications. Configured Remote Web Workplace.

#### **Educational Background**

**MBA**, Sustainable Business, Green Mountain College, Poultney, Vermont, May, 2016

**Bachelor's Degree**, Sustainable Business, Marylhurst University, Portland, OR. June 2014

**Certified Project Management Professional**, Project Management Institute, June 2013

## **Spencer C. Keating, Research Assistant**

**Experience and Commitment.** Mr. Keating joined the firm in November of 2018. In this short time, he has assisted with WES AI projects for clients in Mississippi and Florida., as well as other projects in Nebraska, Wyoming, and Iowa. His role has expanded quickly and he reviews documents, conducts programming, and other data collection and verification activities.



**Qualifications.** Mr. Keating is a recent graduate specializing in statistical regression analysis, qualitative and quantitative problem solving, and data preparation and analysis.

### **Résumé**

#### **Employment History**

**Research Assistant**, Western Economic Services, LLC, November 2018 through the present.  
Conduct secondary research, assist other researchers in preparation of studies, reports, and analytical programming. Proof read documents

**Data Recovery**, University of Oregon, Department of Earth Sciences, 2016.

#### **Educational Background**

**Bachelor's Degree**, Economics, University of Oregon, 2017

## IV. Proposed Approach

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### A. Purposes, Goals, and Objectives of this Project

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The overriding *goals* of this project are very simple. We wish to produce housing research and planning documents that have sprung from a County-wide collaborative effort that has drawn upon the diverse knowledge and experiences present in the County, uniting people around the same table and engendering a shared community vision. It will be applicable to the unincorporated areas and all cities in the County, except Ames, even if the phrase “county” is used. Furthermore, the scope of work that WES is proposing has three main design parameters to aid in assuring the County of successful attainment of these goals. These are: surveys that guarantee respondent anonymity, an open and transparent process, and a strong blend of quantitative and qualitative analysis.

**The Guarantee of Anonymity**, as part of the survey processes, is designed to foster trust, allowing people to feel open and expressive about where they see difficulties, complications and nuances within the housing arena. These feelings, opinions and expressed preferences will only be reported anonymously. Building a cooperative team, encompassing the broad array of opinions and differing feelings within the community, and respecting diversity are imperative.

**The Open and Transparent Process** associated with the entire deliberation, but especially the additional optional public input and public involvement opportunities associated with the housing study is designed to bring both providers and consumers of housing activities to the table in a non-threatening environment, one lacking any judgmental overtones. Our emphasis is to build a constructive setting, exchanging information and experiences and engendering a team spirit, one that works toward building consensus about the County’s housing needs. With a neutral yet exploratory tone, the process emphasizes consensus building and reaching conclusions together as a team.

**The Blend of Quantitative and Qualitative Analysis** represents our best efforts to build only the most balanced, even and strong cases relating to housing needs. Both analytical approaches will be used to reinforce each other, thereby avoiding wishful, unsupportable or inflammatory pronouncements. These scientific approaches will be used to bridge differences in perceptions and focus on measurable goals and identifiable objectives relating to building a viable community future.

While one *objective* of this process is to prepare this study efficiently, another is participating in the review, development and refinement of the longer-term community vision. This vision is created out of the cooperative efforts of individuals in the County and other stakeholders in the planning process. WES will ensure that such vision and the strategies and planning objectives derived from the vision reflect both the needs and desires of the County and actions the County and its member communities may take.

### B. Background on the Story County Housing Study and Needs Assessment

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The County wishes to better understand the affordable housing needs of citizens throughout the County by conducting a comprehensive housing evaluation, the Story County Housing Study and Needs Assessment. The evaluation will identify gaps between supply and demand for the entire market, as well as specific submarkets within each of the cities, sans Ames. In gaining this heightened understanding, the County will also improve, enhance, expand, and make more readily available information about homeownership and rental housing needs throughout the County and how it may differ among the member communities, again without Ames.



One objective is to provide current, high-quality, relevant information about the factors that influence the development, production, use, rehabilitation, demand, and need for housing and housing services in the County. Plus, having this information will enable the County and Cities to better design its programs to target unmet housing needs, identify gaps in the affordable housing delivery system, and better discern the sometimes-subtle differences between housing needs in various areas of the County.

The goals of this study are to enrich policy formation and decision-making capacity, interpret and predict affordable housing needs within the County, and better inform others when making choices among housing alternatives. The results of these research efforts will assist planners, developers, lenders, and local government agencies, non-profit and for-profit organizations, and the County, as well as other providers of affordable housing and housing-related services operating in County. The County will be in a much better position to make effective policy choices that affect the County and the County's ultimate role in promoting affordable housing choices for the citizens of the County and its member communities, excluding Ames.

Western Economic Services, LLC, national leaders in this type of work, will be addressing all components of the project requirements, as described herein. Most parts of the Housing Study and Needs Assessment will demand significant research effort to create. Attaining these requirements encompasses a complicated set of analyses and tasks, as described in this proposal response.

Furthermore, WES envisions this work as potentially shedding new light on housing topics, therefore possibly uncovering new and pressing issues. In our research activities, a significant amount of new data will be created, addressing current and emerging problems. WES will highlight trends in affordable housing development, complexities encountered in residential rehabilitation, influence on housing preferences, rising or declining housing demand, and prospective gaps in the ability to deliver housing and related development services, among other important considerations. Hence, WES will address all components of the project requirements described herein, such as:

- Working closely with the County to refine and further develop this work plan for the Housing Study and Needs Assessment.
- Conducting all the specified research and analysis, fulfilling the County's requirements for very detailed aspects of the planning process. WES has previously prepared these studies for many other jurisdictions and is familiar with the limitations and operational challenges faced with capturing these particular sets of quantitative data.
- Conducting a County-wide survey of housing demand, the 2020 Housing Needs Survey, so that individual submarkets are uniquely identified, thereby gathering perspective and commentary about the nuances of housing preference, housing demand, and locational desires.
- Collecting from the Woods & Poole Economics, Inc. a population forecast that will then be converted to a housing demand forecast over a twenty-year horizon, by tenure and income, including those factors that were expressed in the housing survey, such as housing dwelling type.
- Holding monthly progress review Webinars with County staff as well as submitting progress review memos biweekly until the Draft Housing Study and Needs Assessment is submitted. This ensures that the County is continuously appraised of the Housing Study and Needs Assessment development process.

- Carefully coordinating the Housing Study and Needs Assessment and providing Preliminary Draft for internal staff review, Drafts for Public Review and Final Report. The report will each contain an Executive Summary and will also have more detailed information that addresses the plan development process, the housing profile of the county and each city, the housing forecast, and preferences expressed in the 2020 Housing Needs Survey.

Explicitly, the Housing Study will inspect the current affordable housing market, demand and supply of rental and homeownership units at various household incomes. Existing local market trend data will depict the status and direction of the affordable housing market. Having this information together will aid in providing for recommendations for policy changes to promote greater availability of affordable housing units and the investment of public funds devoted to affordable housing.

On the other hand, the purpose of the Housing Study and Needs Assessment is to take the data collected and view the future of the entire County housing market, anticipating the demands of the market over the next twenty years, by tenure and income. This will be implemented in two fashions. One will be to develop a housing demand forecast, by tenure and income group. The second will be by implementing the 2020 Housing Needs Survey, a survey of residents of the County gathering housing choices or preferred housing choice over the future, and the attributes that best help them make a housing location decision. All of this is intended to aid the County and each City with forming improved policies, initiatives, and prospective regulations to facilitate the creation of these affordable housing futures and alternatives.

### **C. The Research Methodology Task Discussion**

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WES views the research methodology employed here as comprising five key activities: primary research, secondary research, quantitative analysis, qualitative analysis, and public involvement. Each are defined below and include a more detailed narrative explaining activities to be undertaken during each of these methodological steps.

**Task 1. Primary Research.** Primary research is defined as the collection of data that does not yet exist. In general, such activities involve using a survey instrument, whether implemented via the internet, on-site visits, exit interviews, telephone, mail, or video recording. For the work performed by WES, data is collected by asking for a response to a statement, in written or spoken form. Responses can be open (i.e., “Tell me what you think”) or closed (i.e., “Select one of the following choices”). WES uses predominantly online, mail, and telephone surveys.

The primary research activities will begin with the 2020 Housing Needs Survey. This will be an online survey instrument, announced through a mass-distribution email to stakeholders, citizen advocates, policy makers, and the general public soliciting their input to their perceptions of the housing market, and its health, vitality, current status, and the County’s housing needs. WES will also be using this instrument to address perceived housing barriers, current housing challenges, and the types of visions respondents to the survey may have for the future of the County and its member Cities.

The surveys will aid in identifying unfolding housing demand, housing supply, housing suitability and accessibility, community sentiment regarding affordable housing, and housing barriers experienced by both consumers and providers of housing and housing related services. This will include both private sector and public sector issues related to rehabilitation, redevelopment, and new construction. The surveys will also be available for distributing in hard-copy format, such as at meetings, City and municipal offices, and other locations. The 2020 Housing Needs Survey is designed to collect community sentiment about existing and

future housing needs of existing residents and the desired direction that the community should go with its housing market.

As an additional primary research task, WES will also conduct a telephone based Rental Vacancy Survey to determine the current vacancy and absorption rates, by number of bedrooms, for both market-rate and income-restricted units throughout the County and its member communities.

WES is also proposing that the County incorporate **Option I - Three Focus Groups** comprised of three meetings with 12 to 15 people in each meeting. Each group will then discuss one of three topic areas at much greater length and depth: the needs with the rental housing market, the need for new construction for permanent residents, and the need for the preservation of existing affordable housing for residents. All these topics would aid in focusing the definition of housing needs more sharply, given the circumstances we might see from these topic areas and the differences in the communities within the County.

**Task 2. Secondary Research.** Secondary research is the collection of information that already exists. Simple examples might entail downloading 2010 Census or 2018 ACS data or collecting and processing building permit data and employment and income statistics. Secondary research activities can be very complicated, due to the large variety of competing and sometimes contradictory data sources. WES understands how to determine which sources are reliable and which are not valid.

WES will define current population and household profiles for the County and each City, including density of low-income, middle-income and high-income households; vacancy rates and the disposition of the vacant housing stock; housing values; the percentages of income spent on housing; the numbers of households in certain income brackets, including those in poverty; housing tenure and overcrowding; housing cost burdens; housing conditions; and other demographic and housing data from the decennial Censuses and the 2018 ACS. This research includes assessment of the existing stock in terms of demand and supply.

WES will determine vacancy and absorption rates by soliciting input from real estate agents by requesting information from their multiple listing service, several on-line MLS entities such as Redfin or Zillow, as well as by using the telephone based Rental Vacancy Survey concerning rental properties in the County. Additionally, WES will create geographic maps depicting several of the concepts mentioned above, using 2010 Census and 2018 American Community Survey data. Shown by Census tract, visual representation of these data will help explain the housing needs and the status of the housing market.

**Task 3. Quantitative Analysis.** This type of analysis results in numbers. Specific values are identified through econometric analysis and forecasting, optimization, linear programming, cost/benefit analysis, or other types of evaluations. Sometimes this analysis is very simple, such as computing the disproportionate share of a particular population; other times the analysis can result in a very broad set of numbers, such as a 20-year housing demand forecast that results in predicting household formation by tenure by income for specific household types. WES is highly skilled at developing and managing large data systems, particularly those appropriate for the Housing Study desired by the County

Properly scaling the quantitative analysis must be done with care, as two basic needs must be met: one pertains to the short-term needs of the County, its housing, and the demands faced over the upcoming years; the other relates to the long-term vision that the County may wish to entertain for its overall housing planning environment. WES will assist the County in neatly uniting these processes.

WES will identify the number of households in need of housing for extremely low-income, low-income, moderate-income, and middle-income families; and renters and owners. Many of these details can be extracted from the 2010 Census as well as the 2018 American Community Survey. Through these primary and secondary data collection activities, WES will be able to quantify the County's housing needs, not only for today, but of the forecast horizon.

**Task 4. Qualitative Analysis.** WES defines qualitative analysis as the evaluation of data related to non-numerical values, such as assessing expressed opinions and feelings. Many of the data for this research activity come from primary research activities, such as the surveys mentioned above, and in the interviews to be addressed below in Task 5. In the housing evaluation arena, qualitative analysis is very important, since needs are often ranked in terms of their relative importance to the community. WES uses qualitative analysis to capture and express the opinions, feelings, and preferences of the survey respondents as they relate to housing, the demand for housing, the provision of housing, and housing-related services. This type of analysis will play a key role in the Housing Study and Needs Assessment.

When looking ahead toward public policy decisions and the ability of the collective to reach an agreement on the prioritization of need, one cannot plant the seeds of accommodation too soon. Securing citizen, stakeholder, and agency involvement in an organized, non-threatening, constructive environment is a critical element to the success of the project.

With that in mind, WES will reach out and directly contact members of various groups and interested parties via the survey instrument at the onset of this planning process. There are two very important reasons for contacting these groups: collecting valuable data about housing needs, and gathering additional information that will likely be volunteered by respondents regarding perceived needs and barriers. WES will also use the survey instrument as a method to promote additional citizen participation.

Data collected will be broad and address several perspectives, including those of real estate agents, property managers, representatives from local government, and developers. The facts, opinions, perceptions, ideas, solutions, resolutions, or even complaints gathered through these surveys will not alter, mold, or specifically influence the quantitative analysis discussed above. Instead, these activities will enhance it. These are feelings not prone to simple numerical manipulation, but are presented more in terms of such things as hopefulness, optimism, or concern. Such opinions can guide the County in setting a prioritization scheme for the quantified housing needs noted above.

**Task 5. Public Involvement.** Public involvement is a requirement for preparing a superior Housing Study and Needs Assessment; and WES suggests that it should be a part of this evaluation process in order to accurately assess the level of perceived need in the County. WES is proposing that the County hold an **Option II - Stakeholder Consultation Webinars** which are to be held during Phases II and III of the planning process. The second public involvement opportunity will arrive after release of the Draft Report for Public Review and during a formal presentation of findings. WES is unequivocally committed to an open and transparent process and believes that the best approach is for WES to make a presentation at the Public Review Meeting.

#### **D. The Five Step Process for the Housing Study and Needs Assessment**

WES envisions this assessment being initiated fairly soon. The Housing Study and Needs Assessment will cover several general topic areas: depiction of the economic and demographic change and current housing trends, the demographic picture of the County and each City's housing inventory, its' housing market conditions; the current and emerging housing issues, and housing

gaps and estimated housing needs, by tenure, and income today and in the future. This will include an assessment of the County's capacity for such growth. Completion of the Housing Study and Needs Assessment will be implemented in five phases.

**Phase I – Project Initiation** starts with an Orientation Meeting to confirm our respective responsibilities, the schedule, and product deliverables. By this time, the County may have elected to conduct **Option III – Ames Housing Study and Needs Assessment.**<sup>1</sup> During the orientation, we will also review several pieces of information, such as the draft 2020 Housing Needs Survey. WES will also receive some data from the County, such as any assisted housing or any available public housing inventory database.

**Phase II – Data Collection and Analysis** represents data collection and evaluation of that information, including periodic progress review meetings with County staff. This will include evaluation of economic, demographic, and housing information from the 2000 and 2010 Censuses, the 2018 American Community Survey (ACS), the Bureau of Economic Analysis (BEA), the Bureau of Labor Statistics (BLS), and local real estate agents and property managers. Phase II will incorporate a housing market inventory, including recent permit activity and the number of units under production, housing prices, rent levels, vacancy rates, the location and distribution of public housing, and an assessment of housing demand over the next 20 years. Further, it will also include implementing the survey of selected stakeholders and residents with a web-based survey instrument called the 2020 Housing Needs Survey, which will gather data about perceptions of housing needs and housing demands throughout the community. As well, it will include extraction of a set of residential properties, and commercial properties used for residential purposes, from the County Assessor in the inspection of the physical condition of the properties.

**Phase III – Staff Review** incorporates the preliminary quantitative and qualitative findings from Phase II and offers them to the County staff. Outreach and involvement of both stakeholders to the 2020 Housing Needs Survey and the general public will be useful in identifying a commonly held vision for the future of housing, including market-rate and affordable and public housing, by tenure. This phase also begins development of the preliminary strategies and prospective actions associated with the identified housing needs and housing gap.

**Phase IV – Consolidation of Information into the Housing Study and Needs Assessment** represents the preparation of a Draft Report for Internal Review. It incorporates the findings with internal strategy sessions; identifies housing and homeless needs; and explores strategies to address the needs, including actions the County can consider in addressing housing needs and gaps. WES will ensure that the description of such items fit logically and easily into the overall planning and reporting system envisioned by each of the Cities and the County.

**Phase V – Presentation of Assessments to Council/Public** concludes the project. WES will provide a Draft Report for Public Review, make a formal presentation at any venue so desired by the County, receive comments from County and other interested parties, and then submit the final report to the County.

## **E. A Restatement of Services Required**

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The following proposed work plan is structured in an outline format, describing details about our steps, analysis, methods, results, and deliverables. The primary emphasis is in the technical

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<sup>1</sup> To be described more fully in Section V – Proposed Budget.

methodologies and research and timing of product deliverables that accompany our proposed fixed-price budget. In all cases, it excludes the City of Ames.

### **Step I – Orientation**

- A. WES will initiate organization and preparation of work quickly after execution of the contract, expected to occur in January of 2020.
- B. Mr. Tim Gottgetreu, Director of Research at WES, will meet with County staff to conduct an Orientation Meeting. That may be held via Webinar. This meeting will have the following purposes:
  - 1. WES will discuss the protocols used for the 2020 Housing Needs Survey and present the initial correspondence to be e-mailed to the survey participants along with the draft survey instruments. WES will make any suggested modifications to these instruments at that time and put them into production soon thereafter.
    - a. This e-mail communication will also include links to the online survey as well as instructions on how to complete the survey.
    - b. The County will be the entity that distributes the e-mail announcement of the surveys, although they may instruct others to participate in the distribution of the survey.
  - 2. Exchange information and discuss the content, tone, analysis methods, expectations, and schedule of deliverables.
  - 3. WES and the County will discuss Option I - Three Focus Groups. This are to occur during one visit to Story County and last up to 90 minutes. WES will prepare the discussion materials, PowerPoint presentations, and hand out agendas. WES will audio record these sessions and prepare a set of transcripts.
  - 4. WES and the County will discuss Option II - Four Stakeholder Consultation Meetings, to be held via Webinar and designed to keep interest in the Housing Study throughout the process.
  - 5. WES and the County will review and set tentative dates for the number of other progress review meetings that WES may need to attend. The fixed budget calls for four visits to the County.
  - 6. WES and the County will discuss the data extract that is to be presented to the County Assessor, to aid in identifying run-down or otherwise dilapidated housing.
    - a. This effort will request for all residential dwellings, in digital processing format (machine readable), containing such variables as property address (address and town in different fields), physical condition, number of bedrooms, gross living area, year built, gross assessed value, and parcel ID, among other variables. This will include commercial property used for residential purposes, comprising apartments above, and manufactured or mobile homes not on a permanent foundation.
    - b. For residential units with a physical condition of poor or less, we may make a second request for photographs to illustrate the physical condition of these units in the document.
    - c. This will take the place of the 15 drive-by inspections of lower quality homes in each community. Hence, the County will have ALL residential properties in the County having a physical condition of poor or less, not just a random selection generated by a drive-by observation. This methods is significantly better and less prone to data errors.
- C. Within three days of the Orientation Meeting, WES will submit the first progress review memo. It will document the tone and content of the meeting, as well as any understandings shared at the meeting. Progress review memos will follow bi-weekly thereafter as they relate

to work conducted on the Housing Study, until submittal of the Draft Report for Internal Review.

## Step II – Data Collection and Analysis

- A. WES will begin extracting pertinent economic, demographic, and housing data from the 2010 Census, the 2018 American Community Survey, and other related sources.
- B. WES will offer perspective on trends seen in the data, as it relates to each city and the County in its entirety. Key data include:
  1. Population;
  2. Households by tenure and average household size by tenure;
  3. Household and family income, by income range;
  4. Percent of income spent on housing by tenure, including cost burdens;
  5. Median rents and home values;
  6. Rental and homeowner vacancy rates;
  7. Number of housing units, by type;
  8. Units with incomplete plumbing or kitchen facilities; and
  9. Overcrowding and severe overcrowding in households.
- C. WES will extract pertinent economic, demographic, racial composition, ethnicity, and age cohort data from the 2010 Census and the 2018 ACS data releases for the County. Some key data elements to be evaluated include:
  1. Households, by size;
  2. Households having less than 30 percent Median Family Income (MFI), 31 to 50 percent MFI, 51 to 80 percent MFI, 81 to 95 percent MFI, and above 95 percent MFI, segmented by household size, owner and renter households, and elderly and small and large renter households;
  3. Population by race and ethnicity;
  4. Age cohorts of the population;
  5. Disabled individuals;
  6. Housing tenure; and,
  7. Households experiencing housing cost burdens, overcrowding, and lack of complete plumbing or kitchen facilities for the year 2017.
  8. Racial and ethnic concentrations;
  9. Disability status of the civilian non-institutionalized population;
  10. The number of people in poverty;
  11. Racial, ethnic, and poverty concentrations will also be provided in geographic maps, with areas of high concentrations and disproportionate shares explicitly cited.
- D. WES will collect additional pertinent economic, demographic, and housing data, to include:
  1. Cost burden and severe cost burden, overcrowding and severe overcrowding;
  2. Disability by age;
  3. Number of households by household income range;
  4. Population by gender, age, race, and ethnicity;
  5. Poverty by age, individuals in poverty;
  6. Number of housing units with incomplete kitchen or plumbing facilities.
- E. WES will prepare several geographic maps that display many of the concepts presented above by Census tract.
- F. WES will evaluate all completed housing needs surveys and process the data.
- G. WES will collect rental agency addresses and phone numbers and complete the rental vacancy and absorption rate telephone surveys. WES will also draw upon online apartment rental rates to compare with these results.

- H. WES will analyze the building permit data from 1980 through 2018 for single-family, duplexes, tri- and four-plex buildings and multi-family structures with five or more units. Value of single-family new construction will be analyzed over this same time period as well.
- I. WES will contact the local real estate multiple listing service (MLS) entity and collect the for-sale inventory and listing prices, as well as recent sales prices, if it is willing to share this information. WES will also access the on-line MLS resources, such as Redfin or Zillow. The on-line MLS data has an advantage in that WES can inspect specific market niches and geographic locations of affordable housing.
- J. WES will collect available labor force, employment, and unemployment statistics at the County or City level. These data will span at least the 1990 through 2018 time period.
- K. WES will collect forecast data from the Woods & Poole Economics, Inc. WES will then convert this population forecast to households by income by tenure for each of the communities in the County.
- L. WES will collect BEA information describing full and part-time employment from 1969 through 2017, for the County.
  - 1. This information will also include real average earnings per job, per capita income, dividends, interest, and rental income, and total personal income over the same time period.
  - 2. It will also be used to describe the economic base of the County and the degree that the economy can sustain itself.

### **Step III – Preliminary Housing Needs Assessment**

- A. WES will complete the on-line housing needs survey process and analyze the survey responses.
- B. WES will begin drawing inferences from all previous quantitative and qualitative analyses of data. These inferences will fall into one of the following categories:
  - 1. Housing market conditions, including the affordability and availability of current housing given current incomes. The entire housing market will be segmented by tenure (rent or own) as well as by income (the income categories noted above).
  - 2. Barriers identified by respondents to the surveys, including households experience housing problems. Such problems are defined as having one or more of the following problems: overcrowding, severe overcrowding, cost burdens, severe cost burdens, or lack of complete plumbing or kitchen facilities. WES will determine the number of households experiencing problems in each of these problem categories as well.
  - 3. Perceived needs for new and rehab housing, by tenure.
- C. These inferences will address degree of need for affordable housing and housing related services, comprising such things as:
  - 1. Quantitative findings presented in tabular and graphic forms,
  - 2. Qualitative findings presented as itemized lists of expressed needs, and
  - 3. Other issues such as expressed barriers to affordable housing.
- D. WES will complete a housing demand forecast, by tenure and income for the County. This housing demand forecast will extend at least 20 years and define households by tenure (rent versus own) and by income for those income groups identified above).
- E. WES will summarize the results of work conducted to date and submit the information as a Progress Review Memo. The information contained therein, along with other data collected for the housing study, will form the basis for the Staff Meeting presentation. It will include a discussion of barriers to housing development, including institutional issues and the regulatory environment. Such barriers will be identified in the housing needs survey.

- F. WES will submit a Progress Review Memo of these concepts, notions, and issues, as well as all shared understandings and agreements.

#### **Step IV – Preparation and the Housing Study Strategies**

1. WES and the County will meet to verify preliminary findings that will be released with the draft report, including housing needs, and recommended actions and strategies, and related issues and actions associated with the Housing Study and Needs Assessment.
2. WES and the County will discuss prospective strategic objectives, goals, and alternative or possible performance measurement criteria. Such discussions will include the following:.
3. Some discussion about tactics useful for achieving the objectives will also be addressed. The topics may include:
  - a. Housing needs and suggested prioritization schemes,
  - b. Options for strategic goals and objectives,
  - c. Other criteria to measure progress toward attainment of strategic goals, and
  - d. Reduction of barriers to the development and preservation of affordable housing.
4. WES will begin preparing the Draft Reports for Internal Review.

#### **Step V – Draft Report, Public Review, and Final Report**

1. WES will incorporate all previous data, analysis, needs assessment, and evaluation of strategic objectives and submit a Draft Reports for Internal Review.
  - a. The document will include an executive summary.
  - b. The report will contain a detailed discussion of the current socio-economic context, the housing inventory, the housing market, a housing needs assessment with identification of gaps, and other reference data and narratives. It will include each element of items one through seven in the request for proposal and on RFP pages 2 through 5.
  - c. It will also offer recommendations for each community, the unincorporated areas of the County as that pertains to housing needs by tenure and income, present best practices for the County, review prospective land use regulations and land use maps.
  - d. It will also identify potential developers and suggest strategies and goals for development.
  - e. The draft report will also address potential revenue streams, incentives, and prospective opportunities for promoting affordable housing.
  - f. The Draft Report for Internal Review will be submitted.
2. WES is to receive comments back from the County within two weeks. WES will then deliver the Draft Report for Public Review.
  - a. The draft report will identify existing barriers to production of housing, whether regulatory, market, institutional, labor shortage, or other pertinent barriers.
3. WES will receive final comments about the Housing Study and Needs Assessment and then submit the final report on or before October 2, 2020.

#### **F. Anticipated Schedule**

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The anticipated Schedule is presented on the following page.

## Exhibit I Proposed Schedule by Month

A week is equal to "●"

Tasks	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Meetings with the County	●	●	●	●	●	●	●	●	●	●	●
<b>Phase I – Orientation</b>											
WES receives executed contracts	●										
WES prepares agenda materials and emails them to the County	●										
WES orientation meeting occurs	●										
WES submits progress review memo	●										
WES initiates data collection	●										
<b>Phase II – Data Collection, Analysis, and Preliminary Findings</b>											
WES begins building the rental survey database	●●●●										
WES begins collecting economic and demographic information	●●●●●										
WES begins collecting housing information	●●●●●										
WES initiates rental vacancy survey	●●●●●	●●									
WES and County conduct progress review meeting			●								
WES continues collection 2010 Decennial Census and 2018 ACS			●●	●●							
WES and the County conduct progress review meeting				●							
WES draws inferences about county population change				●●	●●						
WES draws inferences about county economic change					●●●						
WES draws inferences about county housing demand					●●●						
WES draws inferences about impediments to fair housing choice					●●●						
WES makes PowerPoint presentation before staff						●					
WES and County discuss plans						●●					
WES begins assembling all the data into system of analysis						●●●					
WES begin preparation of draft documents						●●●					
<b>Phase III – Draft Reports, Presentation, and Final Reports</b>											
WES submits Draft Reports for Internal Review,							●				
WES receives comments on Draft Reports for Internal Review							●				
WES makes presentation								●			
WES edits document									●		
WES submits Final Report										●	

### G. Property or Services Furnished by The County

The following itemizes the property or services anticipated from the County.

#### G.i. Property or Services Furnished by the County

The following items are to be provided to WES by the County:

1. One e-mail list of in-need service providers, organizations, interested individuals, advocacy groups, for-profit, non-profit, and government agencies, bankers, lenders, Realtors, property managers, and other entities that provide or are interested in housing and community development services. This list is to include agencies, organizations and interested parties that may be considered stakeholders in the Housing Study process. The list can be of any size and is herewith termed the "agency survey list." Prospective contacts for the surveys should include representatives of the following groups:
  - a. Housing builders and developers;
  - b. Non-profit and agency housing providers;
  - c. Local government representatives, such as those involved with building codes, zoning, planning and related issues;
  - d. In-need service providers, such as entities providing housing services to those with mental or physical disabilities, the homeless, victims of domestic violence, farmworkers, ethnic and other advocates, and related groups;
  - e. Bankers, lenders and mortgage brokers;
  - f. Realtors and real estate agents;

- g. Assisted and market rate property managers;
  - h. Fair housing and low-income constituencies;
  - i. Other special interest or special in-need organizations; and
  - j. Other representatives of agencies of City or County government.
2. A data extract from the Story County Assessor, the details of which will be supplied at the Orientation Meeting, but is generally discussed herein.

**The following services are to be performed by the County:**

1. Selection, acquisition and coordination of all public meeting places for any public input or public review meetings. Prospective dates for these will be discussed at the Orientation Meeting.
2. Invite stakeholders to participate.
3. Public notification of the public input or public review meetings, and related planning process notifications and public relations activities.
4. Translating any materials into other Non-English languages, other than the Spanish version of the resident survey, will be provided by the County.

**G.ii. Property or Services Furnished by WES**

WES will furnish, collect, purchase or otherwise obtain all other materials not listed in Section G.i, immediately above.

## V. Proposed Budget

### A. Proposed Budget

The following represents the sum of all our labor categories, estimated hours, hourly rates, purchased materials, travel expenses, and other related direct costs for completion of the Story County Housing Study and Needs Assessment. It includes all preparatory and progress review meetings, data processing, analysis of findings, development of draft and final reports, research presentations, and interagency and related coordination activities. Western Economic Services is proposing to provide the products and services described above on a “fixed cost” and not-to-exceed basis. These estimates may be modified if significant changes to the scope of work or contract conditions occur.

<b>Staff Costs</b>	<b>Rate</b>	<b>Hours</b>	<b>Total</b>
Mr. Robert M. Gaudin, Operating Partner	275	8	2,200
Mr. Timothy S. Gottgetreu, Director of Research	200	103	20,600
Ms. Megan A. Brace, Sr. Project Manager	180	108	19,440
Mr. Brandon C. Giatti, Data & GIS Analyst	125	18	2,250
Ms. Kristen M. Bennett, Operations Manager	110	4	440
Mr. Spencer C. Keating, Research Analyst	90	76	6,840
Clerical/Surveyors	65	56	3,640
<b>Subtotal</b>			<b>55,410</b>
<b>Production Costs</b>	<b># Units</b>	<b>Unit Cost</b>	<b>Total</b>
Airfare	4	300	1,200
Lodging	4	125	500
Meals	4	60	240
Car rental	4	100	400
Shipping and Delivery	1	75	75
<b>Subtotal</b>			<b>2,415</b>
<b>Total Estimated Budget</b>			<b>57,825</b>

There are also two optional tasks, priced as follows:

Option I – Three Focus Groups	\$5,150
Option II - Four Stakeholder Consultation Webinars	\$4,250

By the time of the Orientation Meeting, the County will need to decide to accept Option III – Ames Housing Study and Needs Assessment, which will be rolled into this study and address items 1 through 7 on RFP pages 2 through 5. While the County can decide later, the cost cannot be guaranteed. :

<b>Staff Costs</b>	<b>Rate</b>	<b>Hours</b>	<b>Total</b>
Mr. Robert M. Gaudin, Operating Partner	275	0	0
Mr. Timothy S. Gottgetreu, Director of Research	200	44	8,800
Ms. Megan A. Brace, Sr. Project Manager	180	62	11,160
Mr. Brandon C. Giatti, Data & GIS Analyst	125	12	1,500
Ms. Kristen M. Bennett, Operations Manager	110	4	440
Mr. Spencer C. Keating, Research Analyst	90	14	1,260
Clerical/Surveyors	65	0	0
<b>Total</b>			<b>23,160</b>

Each community is free to elect to have WES attend additional local meetings or public involvement processes, as mutually agreed and negotiated.

## VI. References

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### A. WES References

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1. Ms. Joan S. Duckett, Community Planning & Development Division Chief, Prince William County Office of Housing & Community Development, 15941 Donald Curtis Drive, Suite 112, Woodbridge, VA 22191, (p) 703-492-2300 (f) 703-492-0499, [jduckett@pwcgov.org](mailto:jduckett@pwcgov.org)
2. Mr. Scott Hoversland, Executive Director, Wyoming Community Development Authority, 155 North Beech Street, Casper, WY 82602, (p) 307-265-0603, (f) 307-266-5414, [hoversland@wyomingcda.com](mailto:hoversland@wyomingcda.com)
3. Ms. Terri Rosonke, Housing Programs Manager, Iowa Finance Authority, 2015 Grand Avenue, Des Moines, Iowa 50312, (p) 515-452-0440, (f) 515-725-4901. [Terri.Rosonke@lowaFinance.com](mailto:Terri.Rosonke@lowaFinance.com)

# STORY SOIL AND WATER CONSERVATION DISTRICT

510 South 11<sup>th</sup> St., Nevada, IA 50201

Phone (515) 382-4714



## FY 2019 SWCD County Budget

Total Budget Allowed: \$15,000

Item	Amount Actual
Prairie Rivers of Iowa Support (field days, annual and bi-annual reports, water quality monitoring)	\$8,000
Water Rocks Assemblies (5 assemblies @ \$350/ea)	\$1,750
Water Rocks FFA/High School Curriculum Development and Pilot	\$3,498.32
Scholarships for Local Farmers and Landowners to Attend CTIC Conservation in Action Tour in Story and Marshall Counties (2 scholarships @ \$75/ea)	\$150
Advertising CTIC Scholarships	\$795
Cover Crop Cost Share Funds	\$555
<b>Total:</b>	<b>\$14,748.32</b>

## Preliminary FY 2020 SWCD County Budget

Total Budget Allowed: \$15,000

Item	Amount Budgeted
Prairie Rivers of Iowa Support (field days, annual and bi-annual reports, water quality monitoring)	\$7,000
Water Rocks Assemblies (7 assemblies @ \$350/ea)	\$2,450
Funding for other initiatives TBD	\$5,550
<b>Total:</b>	<b>\$15,000</b>

FY 2019 SWCD County Budget

Total Budget Allowed: \$15,000

<b>Item</b>	<b>Amount Actual</b>
Prairie Rivers of Iowa Support (field days, annual and bi-annual reports, water quality monitoring)	\$8,000
Water Rocks Assemblies (5 assemblies @ \$350/ea)	\$1,750
Water Rocks FFA/High School Curriculum Development and Pilot	\$3,498.32
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Advertising CTIC Scholarships	\$795
Cover Crop Cost Share Funds	\$555
<b>Total:</b>	<b>\$14,748.32</b>

Preliminary FY 2020 SWCD County Budget

Total Budget Allowed: \$15,000

<b>Item</b>	<b>Amount Budgeted</b>
Prairie Rivers of Iowa Support (field days, annual and bi-annual reports, water quality monitoring)	\$7,000
Water Rocks Assemblies (7 assemblies @ \$350/ea)	\$2,450
Funding for other initiatives TBD	\$5,550
<b>Total:</b>	<b>\$15,000</b>



609 Bissell Rd | 1201 Sukup Hall | Iowa State University | Ames, Iowa 50011-1098  
515-294-4878 | [www.waterrocks.org](http://www.waterrocks.org)

## ***2018-19 Water Rocks! Assemblies*** ***Sponsored by Story Co. Soil and Water Conservation District***

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Water Rocks! Assemblies help elementary and middle school students and teachers learn the science and value of water quality through music, plays, and total participation, inspiring them towards a greater appreciation of our water resources.

Story SWCD support in the 2018-19 school year made it possible for Water Rocks! Assemblies to educate, challenge, and inspire students in 5 schools across Story County (supplemental support from the Leopold Center for Sustainable Agriculture provided for Water Rocks! Assemblies in 6 total Story County schools):

- Fellows Elementary School, Ames
- St. Cecilia Catholic School, Ames
- Colo-NESCO Elementary School, Zearing
- Ballard West Elementary School, Slater
- Sawyer Elementary School, Ames
- Mitchell Elementary School, Ames

**Thanks to this support, Water Rocks! Assemblies reached 1,708 students and 124 teachers across Story County in the 2018-19 school year.** Detailed demographic numbers for each school are provided in Appendix I.

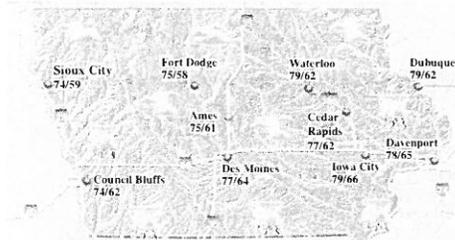
With Water Rocks! Assemblies, students are having great fun AND learning all about the environment around them! Prior to the Assemblies, only 37% of the students knew what a watershed was and how water could be polluted. After the Assemblies, 97% of the students knew this and could also list key pollutants and key ways of cleaning water.

Story SWCD was featured on a banner during each Assembly and acknowledged by the presenters verbally at the end of the presentation to great applause!

5-day Forecast for Ames

Table with 5 columns: TODAY, MONDAY, TUESDAY, WEDNESDAY, THURSDAY. Includes temperature ranges and weather descriptions for each day.

Iowa Weather



The State

Table listing weather for various Iowa cities including Ames, Bettendorf, Burlington, Cedar Falls, etc.

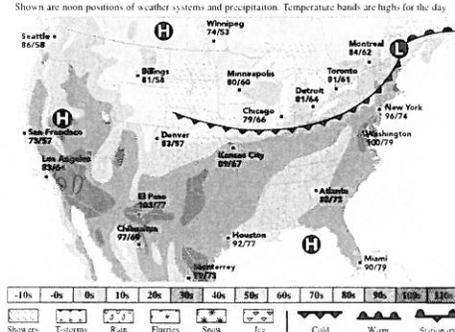
Arnes Almanac

Almanac statistics including temperature, precipitation, UV index, and moon phases.

Sun and Moon

Table for sunrise/sunset times and moon phases for July 27-31.

National Weather for July 21, 2019



National Summary table listing weather conditions for major cities across the nation.

Dems hope Mueller gives credence to their claim of an unlawful Trump

By Rachael Bade and Karoun Demirjian. WASHINGTON — House Democrats are hoping Robert Mueller illuminates potential obstruction of justice by President Donald Trump and gives credence to their claim of an unlawful president for millions of Americans who will decide on Trump's political future.

Iran posts video of taking of tanker; Britain warns of serious 'consequences'

By Liz Sly and William Booth. DUBAI — Iran posted a video on Saturday showing masked men descending from a helicopter onto the deck of the British tanker that was seized by Iranian forces in the Strait of Hormuz, as Britain warned of "serious consequences" should Iran fail to release the vessel.

Israel will not prohibit Omar, Tlaib from visiting next month

By Colby Itkowitz. Reps. Ilhan Omar, D-Minn., and Rashida Tlaib, D-Mich., both outspoken critics of the Israeli government, will not be barred from visiting the country, the Israeli ambassador to the United States said Friday.

Ballard Creek Assisted Living - A Madrid Home Community in Huxley. Advertisement for assisted living services.

Conservation Technology Information Center. 2019 Conservation Action Tour. Advertisement for a conservation tour.



FREE registration for first twenty Story County farmer or landowner who register by July 26. Advertisement for a registration event.

Facebook.com/AmesTribune. Advertisement for the newspaper's Facebook page.

# CRAZY DEALS ON CRAZY DAYS

**SATURDAY, JULY 27 7A-3P**

**WORLD LIQUOR  
& TOBACCO**

1030 8th St • Boone IA, 50036

HOURS: SUN-THUR 8AM-10:30PM  
FRI-SAT 8AM-11:30PM

**BOONE THEATERS  
CRAZY DAY  
POPCORN SALE**

**11:00-2:30 JULY 27TH**  
**\$3 PER BOX OR 2 FOR \$5**

INSIDE CONCESSIONS AVAILABLE AT 10:00 AM  
**LION KING (PG)**  
TICKETS \$5 (+TAX)  
SHOWING AT 11:00 AM • REGULAR SHOWINGS AT 3:30 & 7  
RESTROOMS OPEN TO PUBLIC STARTING AT 10:00 AM

**Iron Horse  
Antique Mall**

711 Story St., Boone • 432-5577

2 Levels Of Antiques  
Antique Clocks - Collectibles - Furniture  
Railroad Items - Quilts - Primitives - Jewelry  
The coffee pot is always on.

Mon.-Sat. 10-5 Sun. 12-4 Like us on Facebook

## WINNERS OF THE JUNE 19<sup>TH</sup> REAL ESTATE GUIDE CONTEST!

**Coloring contest winner  
Trinity Pickering Age 8**  
Parents Shanna and  
Brandon Pickering of Boone  
Trinity won a \$5 Gift Card to  
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**Crossword contest  
winner is  
Sharon Grewse of Ogden**  
Sharon won a  
\$20 Gift Card to Hy-Vee

**Coloring contest winner  
Lillian Wohlfert Age 9**  
Parents Michelle and  
Jeffery Wohlfert of Boone  
Lillian won a \$5 Gift Card to  
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 Pyffaro Pediatric Dentistry • 301 5th St • Ames, IA 50010  
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# Editorial

## A couple of local Prohibition stories

I was extremely blessed to hear the stories from the old men of the community where I grew up. Stories of flaws, stories of moral

failures, stories of squabbling and stupidity, those beautiful tales that confirm what wonderfully flawed creations we are. Gypsies,

Indians, bear cages, hobos, strange people who kept to themselves who lived out in the woods, farmers trying to make their mortgage playing cards on the train from Garden City to Chicago, affairs, practical jokes, a doctor who died in prison, and a murder at local hotel and another in the Chinese laundry — the stories they told were the kind we seemingly don't have time for in our modern 140-character, self-social media age. They were always narratives told with a little homespun wisdom and a great deal of humor.

After hearing enough of these stories, the listener realizes that the only change is our mode of transportation. Over the years, I have particularly enjoyed hearing Prohibition stories. Prohibition was a 13-year period between 1920 and 1933 when the production, importation and transportation and sale of alcohol were illegal in the United States. It was a time when otherwise upstanding citizens routinely broke the law.

I remember the elderly woman telling of her husband coming home one evening and mentioning to her that he just saw the damndest thing. A local man in his Model A came flying down the main street of town, followed a few blocks behind by county law enforcement officials in pursuit. The car had a few cases of booze in the back.

Out of nowhere, the man dove out of the vehicle, right at his feet, and the car kept moving straight down the road. The man got up, dusted off his overalls, looked at her husband, shrugged his shoulders, and started running as fast as he could down one of the side streets. The police following him slammed on

their breaks, stretching their vehicles to a halt, and then got a gazed look on their faces, not knowing whether they should chase the young man or the driverless vehicle ahead of them.

I could tell stories about how the upstanding citizens of the community could not figure out how a local establishment's god-awful barley soup for a nickel suddenly became extremely popular. It turns out it was basically a bowl of beer with some oats sprinkled on top.

Two of my favorite stories involve youngsters. It seems that even when parents or adults are engaged in tomfoolery, there are still kids that have the wherewithal to find entertainment and humor in it all and remain kids.

The first story. It seems one day two local residents decided it would be a good idea to have a barrel of "medicinal tonic" shipped to them at the post office. The law enforcement officials that accompanied the train and sat inside the post office waiting to arrest whoever claimed the barrels would probably have disagreed with them.

After a couple of days, a couple of the local boys noticed two men lurking across the street from the post office. Secrets are almost impossible to keep in a small town. So, the kids put two and two together and figured out what was happening. The youngsters finally approached the two gentlemen, trying to remain inconspicuous. The oldest boy, who might have been 10 or 11, asked the two gentlemen how much would they give him if he got them the contents of their barrels.

The two men looked at the kids with disbelief. In their minds, there was



Trevor Soderstrum

no way possible anyone was going to get to those barrels. As long as the post office was open, the law enforcement officials were in the back of the building, trying to remain hidden, just waiting for the unlucky soul dumb enough to walk in the front door. At closing time, the doors were locked and the lawmen went to the nearby hotel to retire for the evening. There was no way they were ever going to see their "tonic."

The boys repeated their proposition and asked for what they considered the outlandish sum of \$7 a barrel. With a shot of rum or whiskey going for a good price to the men, especially because they doubted the two boys could outsmart the police or move the barrels by themselves. The oldest boy told them to meet behind main street the next morning and to have their money ready.

The boys then ran into the post office. As the older boy made small talk with the postmaster, he asked his brother to note where the barrels were precisely located, to count the footsteps off in his head. The lawmen paid no heed to the younger boy, as he appeared to be acting like any other kid would.

Borrowing their father's

woodworking hand drill and a couple of buckets, after their parents had gone to bed, the two boys snuck out of the house. Arriving at the post office, right near the watering trough for the horse, they crawled under the building. Thumping on the floor above them, they quickly found the barrels.

Asking his younger brother to have the first bucket ready, the older boy drilled through the floor right up into the bottom of the first barrel. The moment the contents began to drip through the hole in the floor planks the boy put the first bucket in place to catch the flow. When the bucket filled, the second bucket was put in its place and the younger brother was ordered to dump the alcohol into the nearby empty horse trough. This operation was done over and over again until barrels were emptied.

They spent the rest of the evening relaying the illegal liquid, bucket by bucket, into a couple of rain barrels in the alley. The next morning the two gentlemen were shocked to find that the two boys had lived up to their part of the bargain. They were so happy with the situation that they gladly handed the two boys their money.

Upon hearing the story, I remarked, "That could not have been hygienic. Did the boys ever feel bad about what they had done?" The old man who told me this story shook his head and remarked, "No, a lot of people must have gotten sick, because church that Sunday was overflowing with individuals that had not been seen there in years. They both figured

### SODERSTRUM

Please see page 8

### STORY CITY HERALD

The *Story City Herald* is a combination of the *Herald* and the former *Rolland Record*, dedicated to serving Story City, Rolland and surrounding communities and is published weekly (52 times a year) by GateHouse Media. The *Herald* is entered as periodical matter at the Post Office at Ames, Iowa 50010. Periodical postage paid at Ames, Iowa. POSTMASTER: Send address changes to *Story City Herald*, 317 Fifth St. Ames, Iowa 50010. Phone 515-232-2160. Fax 515-232-7935. E-mail news@storycityherald.com

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# 2019 STORY COUNTY YOUTH FAIR

Our camera was out in full force over the weekend at the Story County Fair, capturing a variety of photos, most of the people participating in and attending the fair. To see many more photos, please go to our Nevada Journal Facebook page, under photo albums.

Photos By Marlys Barker



These kids were on the same team for the Barnyard Relays, sponsored by the 4-H Leadership Team. In this picture, they are doing the watermelon passing component, which was challenging because it had to go under each teammate's legs, but not touch the ground.



Jaclyn Gessner, 13, a student at Roland Story from the rural Story City area, rides her horse in the Story County Fair Horse Show's Western Performance Class on Saturday.



Hannah Prescott, 7, left, and her younger sister, Laura, 5, both of Maxwell, spent some quality time with their grandparents, Paul and Ginny Heintz of Colo, during this year's Story County Fair. This photo was taken near the dog showing area, where Hannah had shown her dog.



One of the greatest treasures of the Story County Fair is the Methodist Church stand, run by members of First United Methodist Church in Nevada. The stand is shown lit up and busy as the sun was going down Saturday evening.

## Nevada FFA wins first at Story County Fair Grilling Contest

Story and Photos Contributed

Nevada FFA won first place in the Story County Fair Youth Grilling Contest in the FFA competition. Wyatt Lewis represented the Nevada FFA in the contest, which was sponsored by Story County Pork Producers on behalf of the Iowa Pork Producers Association. Lewis marinated his pork loin for 24 hours, wrapped it in bacon and placed it on the grill for over two hours at the fair grounds. He also prepared

a side dish of gonzo beans with maple syrup and bacon. The Nevada FFA and Wyatt have been invited to compete at the Iowa State Fair pork grilling contest on Aug. 13. Nevada FFA will be receiving a monetary donation from the pork

producers, who also donated the pork loin for the contest.



Fair Queen superintendents Abby Maxwell, left, and Anna Sheets pose in the Dueland Pavilion right before the fair queen coronation on Saturday evening. The two were feeling great about a large number of girls, 10, who took part in the queen competition this year.

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Watershed Work Contractual Agreement

Contract Effective Date: 07/01/2019

Project Completion Date: 03/31/2020

Service Agreement

**BETWEEN** Prairie Rivers of Iowa (PRI) Resource Conservation and Development  
2335 230<sup>th</sup> St Suite 101  
Ames, Iowa 50014  
PRI Contact Person: Penny Brown Huber  
Phone: 515-232-0048

**AND** Story County Soil and Water Conservation District (Story SWCD)  
510 11th Street  
Nevada, Iowa 50201  
Story SWCD Contact Person: Alisha Bower  
Phone: 515-233-2992

**WHEREAS,** Prairie Rivers of Iowa will be assisting Story County Soil and Water Conservation District on marketing services for promotion of their services and activities

**WHEREAS,** Story Soil and Water Conservation District will provide general planning assistance for two field days, support for water quality monitoring, support for a bi-annual newsletter and development of an Annual Report.

**NOW, THEREFORE,** in consideration of the mutual promises, covenants, and contracts contained herein, PRI and Story SWCD agree to the following:

**Section 1. Scope of Work**

Marketing Services

Prairie Rivers of Iowa RC&D Marketing Team will provide the services of two SWCD newsletters and an annual report design for Story SWCD. This will entail PRI meeting with SWCD staff and commissioners in order to familiarize with programming attend special events for information and photographs, designing, editing, approving, and printing materials for Story SWCD.



#### Water Quality Monitoring Planning

As Prairie Rivers of Iowa RC&D's work expands to other subwatersheds in the South Skunk River Watershed, it has become increasingly important to have a water quality monitoring plan for each watershed. Working with an advisory committee, a water quality monitoring plan will be developed and piloted.

#### Field Days

Prairie Rivers of Iowa RC&D received funding to carry out implementation of watershed work in the Squaw Creek Watershed National Fish and Wildlife Foundation in 2019, the Urban Fringe Grant provided by NRCS and any other watershed grants as they are awarded. As part of the outreach, PRI will host two field days in Story County in 2019-20.

### **Section 2. Duration of the Contract**

**2.1 Effective Date.** This contract shall become effective on the Contract Effective Date and shall remain in effect as follows:

- a) **Through the period of the completion date and for the period of time after Program Completion Date during which PRI conducts closeout procedures to verify that the contracted services have been completed in compliance with the Contract.**
- b) **Until repayment or satisfaction of outstanding obligation. Until all outstanding financial between PRI and Story SWCD.**
- c) **Through contract end date or until PRI and Story SWCD have completed closeout procedures and provided written Notice of Final Contract Closeout.**

### **Section 3. Billing for Contracted Service.**

PRI will submit an invoice for all services provided to Story SWCD agreed upon in this contract. Attached is a table outlining services and costs not to exceed \$7,000. Invoices will be mailed to the following address periodically during said contract period:

Story SWCD  
Attention: Conservation Assistant  
510 S 11<sup>th</sup> Street  
Nevada, IA 50201



**Section 4. Termination of Agreement.** Story SWCD may terminate this contract in whole or in part without penalty or incurring any further obligation. Following the termination notice, PRI shall be entitled to compensation, upon submission of invoices and proper proof of financial claims, for services provided under the Contract prior to the termination notice. PRI, upon receipt of notice of termination shall:

- a) Discontinue work on this contract and take all necessary steps to cease contracted work as outlined in the contract.
- b) Provide a report within 30 days of the date of the notice of termination to outline the status of all work conducted under the contract, including work completed and billing for services.

**IN WITNESS WHEREOF**, the parties hereto have caused this contract to be executed as of the latest date stated below,

**For PRI:**

*Penny D. Brown Huber*  
Penny Brown Huber

Executive Director

7-18-2019  
Date

**For Story SWCD:**

*Alisha Bower*  
Alisha Bower

Chairperson

9/10/19  
Date

## Story SWCD Commissioners - Prairie Rivers of Iowa Outreach Support Budget 2019

<u>Task</u>	<u>General Funding</u>	<u>Marketing Coordinator (\$45/hr.)*</u>
SWCD Annual Report Design		
Printing and Digital Promotion of Annual Report	\$200	40 hours x \$45/hour = \$1,800
SWCD Bi-Annual Newsletter		30 hours x \$45/hour = \$1,350
Printing and mailing of newsletter on own or using mailing service		
Water Quality Monitoring - Story County	\$3,000	
Financially support implementation of 2 field days in the county	\$325 x 2 field days = \$650	
<b>Total for each category</b>	<b>\$ 3,850.00</b>	<b>\$ 3,150.00</b>
<b>Budget Total</b>		<b>\$ 7,000.00</b>
*Prairie Rivers of Iowa Staff		

Story County Soil & Water Conservation District



**Annual Report 2018**

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## OUR MISSION



“  
*To promote soil conservation and water quality to landowners, operators and residents of Story County by providing technical information and financial assistance.*”

The Story County Soil and Water Conservation District is a part of the broader Soil and Water Conservation Districts of Iowa. These organizations were established to promote conservation opportunities in the county and to support Iowa NRCS efforts.

The Story SWCD focuses on conservation, education and awareness. Our goals include:

- Increase the adoption of conservation practices to reduce erosion, improve water quality, and improve wildlife habitat
- Support and administer federal and state conservation programs
- Foster collaboration with other groups
- Improve commissioner development

# COMMISSIONER'S RESPONSIBILITIES

As elected officials responsible for managing the activities of your District, District board members are expected to perform the following duties:

1. Hold regular meetings that conform to the state's Open Meeting Law, Iowa Code Chapter 21.
2. Develop an understanding of Iowa Soil Conservation Laws as listed in Chapter 161A.
3. Be aware of soil and water conservation conditions in the District.
4. Keep in contact with IDALS-DSCWQ through correspondence, phone calls, and meeting attendance.
5. Cooperate with USDA Natural Resources Conservation Service (NRCS) and other federal, state, and local organizations.
6. Establish acceptable soil loss limits for soil types in the District.
7. Administer state and federal cost-share programs. This includes the Iowa Financial Incentive Program (IFIP), Resource Enhancement And Protection (REAP), and Conservation Reserve Enhancement Program (CREP) programs as well as various federal programs that may be available such as Environmental Quality Incentives Program (EQIP) and Conservation Stewardship Program (CSP).
8. Adjudicate soil loss complaints.
9. Develop and implement annual work plans.
10. Assist IDALS-DSCWQ with the selection of the Conservation Assistant and any other state employees that may be located in the District office, such as the state soil conservation technician and the state environmental specialist.
11. Publish an annual report of the District accomplishments.
12. Manage all funds, both state and District, facilities, and equipment consistent with the best interests of the District.
13. Enter into maintenance agreements for conservation practices.
14. Employ and manage District personnel.

# SECRETARY'S THOUGHTS

Mike Naig, Secretary of Agriculture of Iowa



As I travel the state I see Iowans both on the farm and in town who take being good stewards of the land very seriously. Iowans in communities across the state care deeply about protecting our state's natural resources. They want to leave the land better for their children and grandchildren.

I'm proud of the work of our team at the Iowa Department of Agriculture and Land Stewardship and the many partners across the state committed to soil conservation and improving water quality.

For example, just in the last year we saw:

- 2,800 farmers signed up to invest an estimated \$9 million in funding to match \$5 million in state cost share funds to adopt cover crops, no-till or strip till, or use a nitrification inhibitor when applying fall fertilizer
- 760,000 acres of cover crops in Iowa in 2017, an increase of 22 percent from the year before
- \$420 million in funding for programs with a water quality benefit, a \$32 million increase from the prior year
- 64 demonstration projects located across the state to help implement and demonstrate water quality practices

We are seeing improvements within the small watersheds that have been a focus of our efforts and now moving beyond demonstration projects to focus on implementation efforts within larger targeted watersheds.

We are also looking at new ways to expand adoption of proven practices such as cover crops. Last year we began a three-year demonstration project that provides a crop insurance premium reduction for farmers who use cover crops. We are pleased by the initial response and are working toward continued expansion of cover crops across in the state.

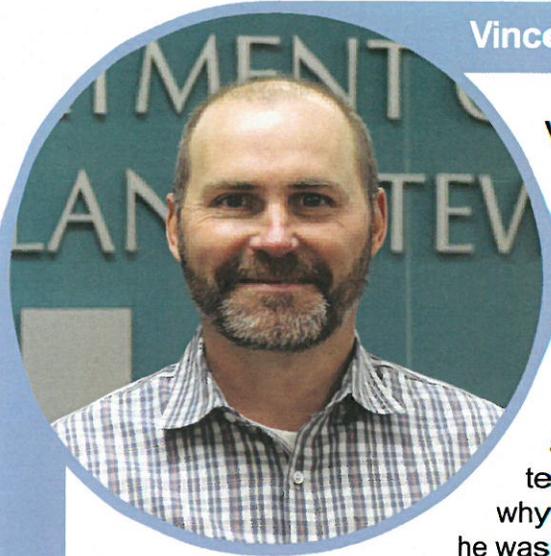
Thanks to the hard work of the Legislature and Governor Reynolds, we are fortunate to now have long-term water quality funding in place. The legislation that was passed and signed into law commits more than \$280 million to water quality efforts in Iowa over the next 12 years

The Department will receive \$2 million this year, \$4 million next year and then \$15 million annually through this legislation. We are targeting this new funding towards conservation infrastructure practices such as wetlands, saturated buffers and bioreactors

We are on the right path but have more work to do. I look forward to continuing to work with our incredible farmers and hundreds of partners throughout Iowa to make even more significant water quality improvements in our state.

# BUREAU CHIEF NOTES

Vince Sitzmann, IDALS-DSCWQ Field Services Bureau Chief



When I was a kid growing up on the farm I remember mom and dad used to take us kids for an evening drive around the countryside. At the time I never really understood the purpose, but I enjoyed them none the less. My dad was in his own little world, arm out the window, commenting once in a while how great Jim's beans looked or what a great stand of corn Roy had. Mom even seemed to get a little peace and quiet during these drives as my brothers and I were mesmerized by the cool breeze and the orange glow of the sunset in the horizon. On one of these excursions I remember asking my dad what those grass lines in the field were. "Those are terraces" he replied without hesitation. At the time, his explanation of why they were out there didn't make much sense to a 10-year old, but he was my dad and he knew everything.

Now that I'm older and work in the conservation field I've seen lots of new technologies that make farming and livestock production much more efficient and productive. Technology and research has led to the development of new practices such as bioreactors, saturated buffers and nitrogen mitigating wetlands, but technology and research has also confirmed that many of the practices that farmers and landowners were building back in the early forties are still effective today.

The Iowa Department of Agriculture and Land Stewardship has partnered with farmers and landowners for more than four decades to support the adoption of proven conservation practices. Recently, the Department partnered with Iowa State University, Iowa Department of Natural Resources, Iowa Nutrient Research and Demonstration Council, Iowa Nutrient Research Center, and the National Laboratory for Agriculture and the Environment to complete a statewide effort to identify and map six types of common conservation practices. The study is the most comprehensive inventory of conservation practices in the nation. An analysis of the results shows the value of this public and private investment in conservation would be 6.2 billion in today's dollars. Additional analysis work is underway to quantify the water quality impacts these practices are having in terms of reduced sediment and phosphorus loads to Iowa's lakes, rivers and streams.

The initial number of practices identified throughout the state by the mapping project include:

- 114,400 pond dams
- 327,900 acres of grassed waterways
- 506,100 terraces stretching 88,874 miles
- 246,100 water and sediment basins stretching 12,555 miles
- 557,700 acres of contour buffer strips
- 109,800 acres of strip cropping

These numbers reflect a tremendous amount of conservation work that has been completed on Iowa's productive farm ground. Today, as I'm driving down the highway with my kids, I'm always quick to point out the cover crops and conservation practices I see in the countryside, particularly the newly constructed ones. I'm not sure if I do it to educate my kids about agriculture and conservation or if it's more for my gratification knowing that conservation work is still being done. I suppose it's a little of both.

# MEET THE COMMISSIONERS



**Jerald Fitzgerald**  
Commissioner

Jerald Fitzgerald served as the 2018 chair of the Story SWCD. His focus has long been on water quality and keeping nutrients in the soil and out of streams. He has worked in agricultural retail for 30 years, making recommendations to producers regarding fertilizer needs, chemicals, and lime in a wide variety of soil management practices. He and his wife Pat have been married for 38 years and have two sons.



**Selden Spencer**  
Commissioner

Selden Spencer has lived in Huxley, IA since 1990, when he came to work as a physician at McFarland Clinic. He has been interested in environmental issues, specifically in regards to water quality, since 2000. He first ran for Story SWCD Commissioner in 2014 and currently serves as co-treasurer for the organization. He was reelected in 2018 and is liaison to the Squaw Creek Watershed Authority.



**Mark Tjelmeland**  
Commissioner

Mark Tjelmeland is in his 9th year as a Soil & Water Commissioner. He farms near McCallsburg with his wife Connie and son John. Fifty percent of the farm is a 3-year organic rotation of corn, oats, and hay. The remainder is a non-organic corn and soybean rotation. Some farm conservation practices include CRP, grassed waterways, permanent hay strips, and side dressing nitrogen on corn after nitrate tests.



**Sue Upchurch**  
Commissioner

Sue Upchurch lives in Zearing, Iowa. She, her husband, and son operate a cattle feedyard and corn-soybean rotation operation. They typically put cover crops on about 20 percent of the farmland. She is in her third term as a Story SWCD Commissioner and currently serves as co-treasurer.



**Alisha Bower**  
Commissioner

Alisha is the Strategic Initiatives Manager at Practical Farmers of Iowa, where her work supports cover crops and small grains programs. She grew up on a small farm in Wisconsin and has degrees from the University of Minnesota-Twin Cities and the University of Wisconsin-Madison. Alisha served as the 2018 vice-chair of the SWCD.



**Erwin Klaas**  
Assistant Commissioner

Erv retired in 1999 as a wildlife biologist with the Biological Resources Division of the U.S. Geological Survey. He is a founding member of Prairie Rivers of Iowa and continues to serve on the board. Erv served for 12 years as an elected Commissioner. He worked for the U.S. Fish & Wildlife Service, and the Iowa Cooperative Fish & Wildlife Research Unit at Iowa State University, where he is a Professor Emeritus.

# MEET THE COMMISSIONERS



**Matt Woods**

Assistant Commissioner

Matt is an Iowa native currently living in Collins. He graduated in 2002 with a B.A. in biology from Simpson College and worked for Pioneer (DuPont) from 2002-2013. He currently works as an Agricultural Specialist for the Department of Agronomy at Iowa State University. His conservation interest areas include diversified crop rotations, reduction of farming inputs using sustainability practices, and strategic use of native prairie for in-field nutrient retention.



**Cindy Hildebrand**

Assistant Commissioner

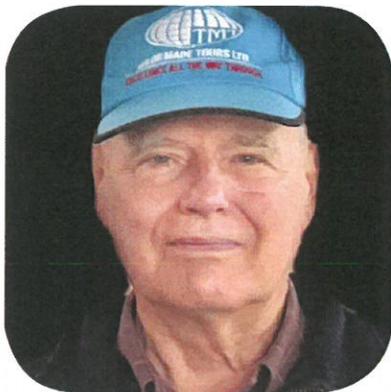
Cindy and her husband Roger live near Ames. They own and manage permanently-protected Story County land with original prairie and oak savanna areas, along with restored prairie and wetlands. Cindy is a former volunteer conservation lobbyist at the State Capitol. She has been working on prairie restoration, biodiversity protection, water quality, and Iowa land use issues for 37 years.



**Dale Farnham**

Assistant Commissioner

Dale grew up on a farm near Gowrie. He holds a B.S. in Agribusiness Management from Arizona State University, and his M.S. and Ph.D. in Crop Production & Physiology from Iowa State University. He has previously worked for Webster Co. Extension, the ISU Dept. of Agronomy, Monsanto Inc., and Farmers Mutual Hail Insurance Company of Iowa. He is currently co-owner of Farham Aviation Services, LLC in Boone. In 2017, Dale was appointed to his 3rd term on the State Soil Conservation Committee.



**Jerry Radke**

Assistant Commissioner

Jerry retired as a soil scientist with the Agricultural Research Service of the USDA after 35 years of service. He received his B.S. and PhD in soil physics from the University of Wisconsin and his M.S. in soil physics and mathematics from Iowa State University. Jerry served as a Story SWCD Commissioner for 12 years. Upon stepping down, he took on the role of Assistant Commissioner in 2013. He lives in Nevada with his wife, Susan.



**Mimi Wagner**

Assistant Commissioner

Mimi received her Bachelor's and Master's degrees in landscape architecture from Iowa State University. She worked as a practicing landscape architect in the public, private, and nonprofit sectors. Mimi joined the landscape architecture faculty at ISU in 1999, where she currently serves as an Associate Professor. She teaches courses and studios related to ecological design and the social theories of sustainability.



**Amber Anderson**

Assistant Commissioner

Amber's interest in soils started at a young age, growing up on a farm in northwest Iowa. She received her B.S. in Agronomy and Plant Health & Protection and her M.S. in Sustainable Agriculture, both from Iowa State University. After graduation, Amber worked for a number of nonprofits, including the Iowa Farmer's Union. She returned to ISU in 2014 and currently teaches courses in soil science and world food issues.

# MEET THE STAFF



**Dana Holland**  
District Conservationist

Dana is a West Bend native who received his B.S. in Earth Science/Agonomy from Iowa State University in 1981. He has been a NRCS District Conservationist for 30 years, serving Hamilton, Story, and Marshall Counties. He currently maintains shared management of both Marshall and Story Counties. Soil health and water quality remain his primary focus in assisting landowners with improving environmental stewardship.



**Hillary Olson**  
Soil Conservationist

Hillary was raised on a small row-crop and livestock farm in Story County. She graduated from Iowa State University with a B.S. in Animal Science and a M.S. in Soil Science. She has worked in multiple counties for the NRCS since 2006 and has been in the Nevada office since 2014. She and her husband have a cow-calf herd and row-crop farm. They have three kids, Owen (7), Brady (4) and Grace (2).



**Jayne Smith**  
Conservation Assistant

Jayne and her family have lived in Boone, IA since 1996. She has worked for the Iowa Department of Agriculture and Land Stewardship, Division of Soil Conservation and Water Quality for the past 14 years. She assists producers to improve soil health and water quality through conservation practices and state cost-share opportunities in both Boone and Story County.



**Ava Haun**  
Resource Conservationist

Ava is a North Carolina native who spent much of her life on a dairy farm. After high school, she joined the U.S. Army and spent 6 years as an Apache Helicopter Mechanic. She earned a B.S. in Agricultural Systems Technologies from Iowa State University. Ava started with NRCS as an intern in Boone and Greene Counties, and joined NRCS full-time in 2014. She currently serves as a soil conservationist in Marshall and Story Counties.



**Kristi Hartwell**  
Clerical Specialist

Kristi is an ELYON contracted employee and has been working in both Story & Marshall County NRCS Field Offices for 3.5 years as a clerical specialist. When not at work she enjoys spending time with family and friends. She resides in Montour with her two sons Klayton and Koleton.



“The Conservation Districts of Iowa (CDI) informs, educates and leads Iowans through our local soil and water conservation districts to promote conservation of natural resources.”



**Conservation Districts of Iowa**



**@ConsDistIowa**

**Website: [www.cdiowa.org](http://www.cdiowa.org)  
Phone: 515.289.8300**

# PARTNERSHIPS

## Story County Conservation (SCC)



Story County Conservation's mission is to enhance the quality of life for all Story County citizens by wisely managing our natural resources, by providing recreational and leisure opportunities, and by educating citizens to be wise caretakers of our natural environment. SCC manages

over 3000 acres of parks and natural areas and takes an active role in developing and managing wildlife habitat, including assistance to private landowners.

## Iowa Department of Agriculture (IDALS)

The Iowa Department of Agriculture and Land Stewardship-Division of Soil Conservation and Water Quality (IDALS-DSCWQ) is responsible for the administrative functions of soil and water conservation laws. Staff members advise and assist with local resource management programs, allocate state financial incentive program funds, and provides assistance to landowners in reducing non-point source pollution and the protection of groundwater quality.



## Conservation Districts of Iowa



CDI is a non-profit organization that represents the interests of Soil and Water Conservation Districts and Commissions in Iowa. CDI focuses on augmenting the work of the 100 local conservation districts by providing programs and services that helps each individual

district perform at its most effective level.

## Practical Farmers of Iowa

Practical Farmers of Iowa's mission is to strengthen farms and communities through



farmer-led investigation and information sharing. They are an inclusive organization representing a diversity of farmers who believe in nature as the model for agriculture and are committed to moving their operations toward sustainability.

## Iowa State University Extension



### Extension and Outreach

Iowa State University Extension (ISUE) is responsible for providing leadership for the educational programs of the USDA. Field specialists are located throughout the state, and

a county extension education director that serves as the local contact for Soil and Water Conservation Districts is located in all 99 counties.

## Iowa Department of Natural Resources

The Iowa Department of Natural Resources is the state agency that administers parks, lakes, recreation and wildlife areas, forests, natural and cultural preserves and the associated user facilities and services. They help coordinate the activities



of county conservation boards and are responsible for coordinating statewide water pollution abatement and water quality management programs funded by the EPA.

## Natural Resource Conservation District

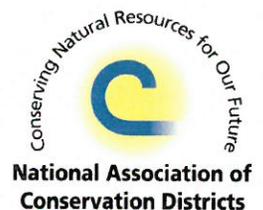


The Natural Resource Conservation Service (NRCS) is the technical agency of the U.S. Department of Agriculture that helps landowners and operators on a voluntary basis to

write conservation plans and apply conservation practices to their land. They provide financial assistance, develop soil surveys, monitor soil and water resources, and assist with conservation compliance.

## National Association of Conservation Districts

The National Association of Conservation Districts (NACD) is the nonprofit organization that represents America's 3000 conservation districts and 17,000 men and women who serve on their governing boards. NACD's mission is to serve conservation districts by providing national leadership and unified voice for natural resource conservation.



## Prairie Rivers of Iowa



Prairie Rivers of Iowa is a 501(c)3 nonprofit located in Ames whose mission is to promote economic

development through the restoration and conservation of Iowa's cultural and natural resources.

# CONSERVATION PRACTICES

## COST-SHARE LEVELS

- **State** – Funding at the state level comes from the Iowa Department of Agriculture and Land Stewardship budget and administered statewide to all of the counties annually. State cost-share is administered through Iowa Financial Incentives Program (IFIP) and Water Quality Initiative (WQI) programs.
- **Federal** – Funding at the federal level comes from the USDA Natural Resources Conservation Service (NRCS) budget. Federal cost-share is administered through Environmental Quality Incentives Program (EQIP) and Conservation Stewardship Program (CSP).



## CONSERVATION PRACTICES AVAILABLE

### Cover Crops

Cover crops are plants that protect the soil during the off-season of row crop season here in Iowa. These plants are seeded in the fall (into the existing crops or immediately after harvest) and will either die during the winter or will need to be killed in early spring before planting the next crop.



### Conservation Tillage (No-Till/Strip-Till)

Strip-till is a system in which residue-free strips of soil are tilled ahead of planting, either in fall after harvest or in spring. No-till is a system in which the soil is not disturbed before planting, except for injecting fertilizer nutrients (liquid manure or anhydrous ammonia).



### Grassed Waterways

Grassed waterways are constructed graded channels that are seeded to grass or other suitable vegetation. The vegetation slows the water and the grassed waterway conveys the water to a stable outlet at a non-erosive velocity. Grassed waterways significantly reduce gully erosion.



### Pasture and Hayland Planting

Establishment of native or introduced forage species applied on cropland, hayland, pastureland, or other agricultural lands where forage production is planned. Benefits include reduced soil erosion, improved water quality, improved or maintained levels of livestock nutrition..



### Windbreaks

A single row or more of trees and shrubs in lines that protect areas from wind. Benefits include reduced wind erosion, protection for crops and plants from wind damage, improved irrigation efficiency, increased carbon storage in biomass and soils, and food and shelter for wildlife and pollinators.



### Timber Stand Improvement

Eliminating selected trees and vegetation to promote desired forest conditions and/or achieve improvements in the local ecosystem. Benefits include improved forest health and productivity, reduced damage from pests and stress, and restore natural plant communities and habitat.



# 2018 PRACTICES

## CONSERVATION PRACTICES FUNDED

### STATEWIDE WATER QUALITY INITIATIVE (WQI)

- Established during the 2013 legislative session to assist in implementing the Nutrient Reduction Strategy. This strategy provides ways to reach a 45 percent reduction in nitrogen and phosphorus in Iowa waters using approaches that include point and non-point sources working together to improve water quality.
- Practices include cover crops, no-till, strip-till and nitrogen inhibitors.

#### 2018 STORY SWCD PRACTICES:

- **Cover Crops** (9 farmers; total acres = 806.63). See page 10 for information about cover crops.
- **No-Till** (1 farmer; total acres = 160.00). See page 10 for information about no-till.

### REAP WATER QUALITY PROTECTION PROJECTS (REAP)

- Bring landowners and other partners within a watershed together to protect the state's water resources from point and non-point sources of contamination.
- Goal is to target and prevent off-site sediment, nutrient and livestock waste pollution.
- SWCDs set priorities for practices to fund including terraces, waterways, erosion control structures, along with other conservation practices.
- Funding for technical assistance within the project may also be provided.

#### 2018 STORY SWCD PRACTICES:

- **Windbreak** (1) – See page 10 for information about windbreaks.

### IOWA FINANCIAL INCENTIVES PROGRAM (IFIP)

- Fund allocations are made to soil and water conservation districts, commissioners set priorities for their use, and field office staff assure the technical quality of practices built.

#### 2018 STORY SWCD PRACTICES:

- **Cover Crops** (1 farmer; total acres = 11.60). See page 10 for information about cover crops.

### RESOURCE ENHANCEMENT AND PROTECTION (REAP)

- State program that invests in the enhancement and protection of the state's natural and cultural resources
- Funds go into 8 different programs, including conservation education, roadside vegetation, historical resources, public land management, city parks and open space, soil and water enhancement, county conservation and state open space.
- These funds for soil and water enhancement are managed by Iowa Department of Agriculture and Land Stewardship (IDALS).



### SOIL CONSERVATION COST-SHARE

- Iowa Department of Agriculture and Land Stewardship (IDALS) receives appropriation from the Iowa Legislature.
- Funds are distributed to Iowa's 100 SWCD based on land use, soil erodibility, and landowner demand.
- Farmers and landowners apply for cost-share by visiting their local SWCDs.



# WATERSHED RESEARCH TOUR

In late August, Assistant Commissioner Matt Woods led a tour for his fellow commissioners at the Iowa State - operated Marsden and South Reynoldson Farms. He showcased the Biofuel Systems Experiment he works on professionally. The experiment is investigating how cropping system diversification and livestock integration affect productivity, profitability, soil health, and water quality.



Participants included: Selden Spencer, Jerald Fitzgerald, Mark Tjelmland, Matt Woods, Jayne Smith, and Dana Holland

# ARBOR DAY PROJECT

Every year on Arbor Day since 1985, the Story SWCD has distributed trees to all third and fourth grade students of Story County (except Ames and Gilbert whom have their own tree program). In 1985, Martin Adams, a Story County Soil and Water Conservation District supporter, donated \$5,000 to establish the Martin Adams Tree Program. The commissioners elected to invest the money into a certificate of deposit (CD) to grow the money into a larger sum which ensured the program would last for decades. Each year for the past 33 years, commissioners and staff have purchased and packaged Iowa native tree seedlings for delivery to five elementary schools on Arbor Day. In 2018, this tradition came to an end as the funding ran out.



**1985 - 2018**

# WATER ROCKS! PROGRAM

Utilizing the generous funds given by the Story County Supervisors for outreach purposes, Story SWCD began a program in 2018 to bring Water Rocks! educational assembly in the elementary schools in Story County on a rotating basis. Water Rocks! is an educational organization based out of Iowa State University and help promotes watersheds, water quality, and conservation topics around the state to students and adults. They host assemblies, deliver classroom presentations, and table events and county fairs with their soil health trailer and activities.



# OTHER INITIATIVES

Story SWCD sponsored Prairie Rivers of Iowa's educational efforts in 2018 in the following ways:

**Field days and workshops** on the topics of denitrifying bioreactors, cover crops, and native plantings management.

Installing **watershed signage** on the HUC-10 watershed boundaries county-wide. Other partners on this project include Story County Conservation, Story County Board of Supervisors, and Story County Community Foundation.

**Water quality monitoring** in both Squaw Creek and East Indian Creek Watersheds. These monitoring results are posted online at [www.prcd.org](http://www.prcd.org) and used for progress tracking of the Iowa Nutrient Reduction Strategy practices promoted and facilitated by our district.



## Wallaces Farmer

Cooper, a longtime teacher at Nevada High School, purchased farmland in 2001. Although much of Story County is known for its flat topography, Cooper's farm ground is located in the southeast part of the county where gently rolling hills are prone to soil erosion.

According to soil conservationist Hillary Olson, with the USDA Natural Resources Conservation Service and one of Cooper's former students who helped him develop his conservation plan, the oats are Cooper's introductory lesson to farming with cover crops. "The oats will help with erosion control and keep living roots in the soil for a longer period of time," says Olson. "Radishes or turnips might be other options to help break soil compaction and to help with soil biology."



*Published November 29th, 2017  
Wallaces Farmer Cover Crops Section*

### Learning about cover crops

Olson says once Cooper gets comfortable managing cover crops on the 30-acre portion of his farm, she recommends seeding all 122 acres to a winter-hardy cover crop, such as cereal rye, or to a cover crop mix that will provide many benefits.

Cooper conventionally tilled his soils until 2004, a year in which heavy rains caused visibly disturbing silt fans at the bottom of Cooper's 12% slopes. That's when he decided to make a change. "I had been watching other farmers no-till with good success," says Cooper, whose FFA chapter's no-till test plots always performed well. "It was like, 'I've got to do something different.'"

Cooper adds that eliminating tillage activities has made a big difference in his life. He runs the school's FFA program; his ag class enrollment has increased; he started the Iowa High School Renewable Energy Conference; and he recently spearheaded a \$1 million facilities expansion of Nevada High School.

### Rewarded for conservation efforts

Although Cooper began no-tilling just a decade ago, terraces and grass waterways provided some erosion protection for years. He also has many trees to help with wind erosion and to attract wildlife.

Cooper plants soybeans between cornstalk rows. "If it's too wet or cold in the spring, the stalks act like a 'wick' — taking excess moisture out or bringing heat into the ground," he notes. "In the fall, any standing stalks are cut off easily with a combine sickle and go out the combine like confetti."

Cooper's conservation ethic and smart agronomic decisions over the past decade allowed him to qualify for a Conservation Stewardship Program contract through NRCS in 2017. CSP helps farmers build on existing conservation efforts by providing an annual payment to maintain current levels of conservation and implement new conservation practices to help take farm operations to another level.

- Jason Johnson



## Letter: This is a good time to try cover crops

Published August 17th, 2018  
Ames Tribune Opinion Section

Fields everywhere are lush with soybeans and corn and we are all taking a final pause before school starts and the combines rev up for harvest.

July and August are the best time to consider putting in a cover crop to hold the soil through the fall, winter and spring.

A cover crop is one of the best ways to hold soil, retain nitrogen and help keep our rivers and lakes clean.

Story County has more than 6,000 acres already committed to a cover crop this year, and there is still money for cost share for more farmers to try cover crops.

At a time of low commodity prices it is hard to consider spending more money without immediate return.

You can still experiment with a small number of acres. Seeing some green through the fall, winter and spring will reassure you that the precious topsoil is still there and your waterways are clean.

Please contact NRCSS and FSA offices in Nevada before Labor Day with any questions. Consider trying cover crops this year.

— *Selden Spencer, Huxley*

## Letter: Mindful, involved in protecting our soil

Published December 4th, 2018  
Ames Tribune Opinion Section

Yes it is that time of year again. No, not Christmas but International Soil Day.

What will you do on Dec. 5? You don't have to go shopping. but maybe take a moment to reflect on our world and the blessings we share. Just like water and air, we didn't create soil.

Soil indirectly provides more than 90 percent of what sustains and nourishes us. This complex system of fungi, bacteria, minerals and so much more not only feeds us but holds the promise of sequestering carbon and helping to reduce the carbon heading up into the atmosphere where it is destabilizing and altering the climate. Can you say cover crop?

Like water and air, we all need to be mindful and involved in protecting our soil on Dec. 5 and every day.

— *Selden Spencer, Huxley*



# CONSERVATION AWARDS



## Steven L. Fales Conservation Award

The Steven L. Fales Conservation Award honors our late friend and colleague, Dr. Steven L. Fales (March 14, 1947 - April 24, 2017).

Dr. Fales devoted much of his life to environmental conservation. He served as department chair in the Department of Agronomy at Iowa State University, and later as the biomass research coordinator of the Bioeconomy Institute. Upon retirement, he became a commissioner for the Story County Soil and Water Conservation District, where he served as chair for four years.

Steve was a gifted leader who had a knack for bringing diverse groups of people together to engage in developing innovative solutions to a number of issues. To honor his work, we have established the Steven L. Fales Conservation Award.

### Congratulations to our 2018 recipients:

Mark Hanson

Kimberly Flynn

Ryan McKinney

William Buerckley

Justin Hanson



*Pictured is Hillary Olson, Kevin Cooper, and Jerald Fitzgerald  
Published April 18th, 2018*

Kevin Cooper, Nevada High School agriculture education instructor and FFA advisor, was recently presented with the Steven L. Fales Conservation Award.

The award is in recognition of land stewardship where Cooper has implemented cover crops to improve both soil and water quality on farmland. Cooper has also farmed his land with no tillage for ten years.

The award is named posthumously after Steven Fales who served as a Story County Soil & Water Conservation District Commissioner for many years, and was passionate about environmental conservation.

*Kevin Cooper recieved the Steven L. Fales Conservation Award in 2017.*

# FINANCIAL REVIEW

## FINANCIAL REPORT

JULY 1, 2017 – JUNE 30, 2018

These funds are provided by the State of Iowa and allocated to the District by the Iowa Department of Agriculture and Land Stewardship- Division of Soil Conservation and Water Quality.

### DISTRICT OPERATIONS

Total Allocation.....	\$2,000.00
Commissioners Expense.....	\$1,065.09
Office Expense.....	\$164.76
Dues Paid.....	\$1,625.00
Total Funds Spent.....	\$4,854.85

### FY18 IOWA FINANCIAL INCENTIVE PROGRAM

Brought Forward.....	\$0.00
Allocation.....	\$20,795.00
Spent.....	\$8,953.87
Obligated.....	\$0.00
Recalled by State.....	\$11,841.13

### FY18 REAP PRACTICES

Brought Forward.....	\$0.00
Allocation.....	\$7,274.59
Spent.....	\$1,500.00
Obligated.....	\$0.00
Recalled by DSC.....	\$5,774.59

### FY18 REAP FORESTRY/NATIVE GRASSES

Brought Forward.....	\$0.00
Total Allocation.....	\$2,424.87
Spent.....	\$1,500.00
Obligated.....	\$0.00
Recalled by DSC.....	\$924.87

### COUNTY BUDGET

#### *Provided by the Story County Supervisors*

FY18 Allocation.....	\$15,000.00
Funds Spent in FY18.....	\$15,000.00

### DISTRICT ACCOUNTS

District Checking & Savings 7/1/17.....	\$17,567.15
Deposits.....	\$28,141.62
Disbursements.....	\$32,433.26
Balance 6/30/18.....	\$13,275.51

The Story County Soil and Water Conservation District (Story SWCD) meets the second Tuesday of each month at 9:00 AM at the USDA Service Center. These meetings are open to the public. If you have conservation concerns and would like to be placed on the agenda, please contact the office prior to the meeting.

Story SWCD prohibits discrimination in all their programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation and marital or family status.



We would like to thank all Story County residents for their efforts on behalf of soil and water conservation. Without your cooperation, our work would be impossible.

We welcome your input in helping us continue this great work. If you have any questions, suggestions or resource issues, please contact our office at:  
**(515) 382-2217, Ext.3 in Nevada, Iowa**



This report has been prepared by Prairie Rivers of Iowa, in partnership with the Story County Soil and Water Conservation District Commissioners

**Support provided by Story County Board of Supervisors**



**Story County Commission of Veterans Affairs**  
**Brett D. McLain, Director**  
Story County Human Services Center  
126 S. Kellogg Ave. Suite 001, Ames, Iowa 50010

Ph. 515-956-2626 Fax 515-956-2627  
[www.storycountylowa.gov](http://www.storycountylowa.gov)  
[veteransaffairs@storycountylowa.gov](mailto:veteransaffairs@storycountylowa.gov)

**January 21, 2020**

## Board of Supervisors Quarterly Report

**\*\*\*\* Period covered: October 1, 2019 – December 31, 2019**

“Greetings from the Commission of Veterans Affairs”

Commissioners: Patrick Peakin, Chair; Amy Rosenberg, Secretary; and the members are Monty Woodward, Nick Briseno, and Luke Vance.

One Veteran was eligible for rent assistance in the amount of **\$397.00**.

The total of county assistance was **\$397.00**.

During the second quarter, we interviewed **328** Veterans and/or Surviving Spouses for eligibility for Federal, State, and County VA benefits.

The breakdown of the **328** interviews was:

253 men and 75 women.

41 served during WWII.

46 served during the Korean War.

122 served during the Vietnam War.

17 served during the Persian Gulf War.

20 served during the Cold War.

25 served in Iraq or Afghanistan (OIF, OEF, or OND).

60 Surviving Spouses of Veterans.

### **Hometown Outreach Program**

October 9<sup>th</sup>: Colo  
October 23<sup>rd</sup>: Collins  
October 30<sup>th</sup>: Kelley

A total of **16** Veterans and **4** Surviving Spouses attended.

### **Fall VA School**

October 15, 16, and 17 was our fall school in Des Moines; **2** Staff and **3** Commissioners were in attendance.

During our Iowa Association of County Commissioners and Veteran Service Officers business meeting, I was elected to serve as Sergeant at Arms for two years, Executive Board Member, and also on our education and state fair committees.

### **Supermarket 2019**

On November 15 we hosted the 2019 Supermarket of Veterans Benefits.

**Attendance:** 19 Agencies and staff; 117 Veterans / Spouses; all three County Supervisors, County Treasurer, County Assessor, PZ Director, and County Outreach Coordinator.

110 care packages were handed out.

28 haircuts given.

32 Enrollment and flu shots

### **Iowa Veterans Home Donation Drive**

Thank you everyone who donated an item or cash. **Thanks to Fred and Ted.**

### **Upcoming Events**

Veterans Day at the Capitol January 22, 2020.

**Sincerely,**

**Brett McLain, Director Veterans Affairs**

# AEDC QUARTERLY REPORT

## Workforce Solutions & Outreach

Tuesday, January 21, 2020

# NEW 2020 workforce solutions Initiatives

- **Marketing Opportunities with the State of Iowa**
- **Child Care Training**
  - Partnership with Child Care Resources, IowaWorks, and United Way
  - Scheduled for Feb/March
- **Welding Training**
  - Partnership with Center for Creative Justice and DMACC
  - Kick off February
- **Speed Mentoring & Networking**
  - Focused on connecting ISU women to female professionals in the Ames/Story County community
  - Suggested by John Deere
  - First event February
- **Women in Manufacturing**
  - Partnership with United Way, IowaWorks, and our Story County Manufacturers
  - April
- **Parent/Student Manufacturing Event**
  - October



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ECONOMIC DEVELOPMENT COMMISSION

# Workforce Solutions

Story County Unemployment – 1.6% November 2019

- *Since November of last year Ames MSA has advanced by 1,200 jobs*

Workforce remains #1 concern with business & industry

- Conducted 71 official visits with Story County businesses in 2019

## 2020 Story County Laborshed – Rollout April 2020

[WorkInAmes.com](http://WorkInAmes.com) / Story County Job Board

- 200,822 searches in 2019
- 1,600 diverse openings
- Healthcare, Advanced Manufacturing, IT, Education, Construction
- 1370 registered job seekers



- **Summer Internship Programming**
  - Averaged 130 interns at each event in 2019
  - 3 events planned for 2020
- **The Iowan Project / TAI**
  - Focused effort to bring expats back to Iowa
  - Renewed sponsorship for 2 more years
  - Meet ups planned for KC and Chicago in 2020
- **Career Fairs**
  - 2020 IowaWorks Career Fairs
    - March 11<sup>th</sup> in Boone, April 1<sup>st</sup> Marshalltown, May 13<sup>th</sup> and Dec 14<sup>th</sup> Ames Public Library
    - Big XII Virtual Event – March 25<sup>th</sup>
  - Community College events
- **PK-12 Engagement**
  - SCALE / AHS BEC continue
  - Pre- Apprenticeships
  - PILOT – 5 series Story County Youth Leadership Program (3 sessions left)
  - Future Ready Story County – Portal business / Story County area schools
  - Teaching for the workforce -June



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ECONOMIC DEVELOPMENT COMMISSION

# NEW 2020 workforce solutions Initiatives

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ECONOMIC DEVELOPMENT COMMISSION

# YTD (1/17) Impact Projects and Connections

## Impact Projects

*(Projects with an end-result of demonstrable progress for a community)*

Status	Total	Communities
Ongoing	8	6
Successful	0	0
Closed	0	0

## Connections

*(Calls, texts, e-mails, meetings, visits)*

Type	Total	Communities
Calls, texts, e-mails	8	6
Meetings	9	11
Visits	3	3
<b>Total:</b>	20	11 served



# Economic Development

- The Roland Area Development Corporation held a strategic planning session in November 2019; follow-up on January 21, 2020 meeting.
- The City of Cambridge will submit an application for a Derelict Building grant in February; Roland considering Catalyst.
- Gross-Wen Technology cuts the ribbon in Slater.
- The December Community Venture Network (CVN) event provided new opportunities and contacts for our existing businesses.



# Community Development

- Colo intends to create a new Comprehensive Plan.
- Conversations on child care are intensifying.
- There are several co-working concepts that could work for Gilbert.
- McCallsburg trails session uncovered a need for asset mapping in rural communities along our trails network.
- We are ready to assist in any way throughout the housing needs assessment process; regulatory and covenant research are essential.

# 2020 Outlook

- The 2019 Economic Development Leaders Summit was a success— building on this could further serve our communities.
- The 2019 elections resulted in new leadership throughout Story County communities. We will promote continuity, communication, and enhanced relationships.
- A focus on impact-based projects that cover the breadth of Story County.

**Thank you for your support!**



**Ames™**  
ECONOMIC DEVELOPMENT COMMISSION

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
<u>Department 01 Board Of Supervisors</u>								
Ames Tribune	4784	01/13/2020	1,838.04	Publ. Bos legal publ. 12/2-12/29/19	01000	34749		1,838.04
	Vendor Total		1,838.04	*				
Aureon	4884	01/15/2020	356.39	Phone Bos January charges	01000	789006335		356.39
	Vendor Total		356.39	*				
Marco	4839	01/15/2020	423.93	Rnt Bos usage 11/25-12/29/19	01000	26245691		423.93
	Vendor Total		423.93	*				
Office Depot	4802	01/14/2020	21.40	Sup Bos office sup.	01000	78487608		21.40
	4849	01/15/2020	127.55	Sup Bos office sup.	01000	78487608		127.55
	Vendor Total		148.95	*				
VISA	4895	01/15/2020	3.29	Educ. Bos cont. educ..	01000	2011		3.29
	Vendor Total		3.29	*				
Windstream Communications	4894	01/15/2020	92.70	Phn Bos 12/7-1/6/20 phone	01000	91124979		92.70
	Vendor Total		92.70	*				
	Department Total		2,863.30	**				
<u>Department 02 Auditor</u>								
Aureon	4884	01/15/2020	386.15	Phone Aud January charges	01000	789006335		180.53
				Phone Aud January charges	01000	789006335		205.62
	Vendor Total		386.15	*				
Marco	4839	01/15/2020	221.47	Rnt Aud usage 11/25-12/29/19	01000	26245691		221.47
	Vendor Total		221.47	*				
Nevada Hardware Inc	4758	01/13/2020	7.18	Prts/Sup Aud election supplies	01000	19765		7.18
	Vendor Total		7.18	*				
Office Depot	4760	01/13/2020	40.58	Sup Aud calendars	01000	4223167530		40.58
	4802	01/14/2020	1.70	Sup Aud office sup.	01000	78487608		1.70

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	Vendor Total		42.28	*				
U.S. Cellular	4917	01/16/2020	997.98	Phn				
				Aud 12/10-2/9/20 hot spots	01000	346305912		997.98
	Vendor Total		997.98	*				
USPS	4792	01/13/2020	350.78	Aud 12/30-1/12/19 postage	01000			74.83
				Aud 12/30-1/12/19 postage	01000			91.80
				Aud 12/30-1/12/19 postage	01000			142.95
				Aud 12/30-1/12/19 postage	01000			7.00
				Aud 12/30-1/12/19 postage	01000			34.20
	Vendor Total		350.78	*				
Windstream Communications	4894	01/15/2020	99.83	Phn				
				Aud 12/7-1/6/20 phone	01000	91124979		57.05
				Phn				
				Aud 12/7-1/6/20 phone	01000	91124979		42.78
	Vendor Total		99.83	*				
	Department Total		2,105.67	**				
<u>Department 03 Treasurer</u>								
Aureon	4884	01/15/2020	518.32	Phone				
				Trea January charges	01000	789006335		274.11
				Phone				
				Trea January charges	01000	789006335		244.21
	Vendor Total		518.32	*				
J. P. Cooke Company	4788	01/13/2020	76.70	Off. sup.				
				Trea 2 stamps/deposit only	01000	607259		76.70
	Vendor Total		76.70	*				
Mail Services, LLC	4752	01/13/2020	2,775.79	Ntcs/Pstg				
				Trea renewal notices	01000	1715915		779.79
				Ntcs/Pstg				
				Trea postage	01000	1715915		1,996.00
	Vendor Total		2,775.79	*				
Marco	4839	01/15/2020	202.97	Rnt				
				Trea usage 11/25-12/29/19	01000	26245691		202.97
	Vendor Total		202.97	*				
Office Depot	4789	01/13/2020	93.36	Sup				
				Trea paper/3	01000	2982236001		93.36
	Vendor Total		93.36	*				
State Bank & Trust	4771	01/13/2020	389.32	Fees				
				Trea cash mngt feed Oct-Dec	01000			281.32
				Fees				
				Trea Tokens/CD ROM Oct-Dec	01000			108.00

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	Vendor Total		389.32	*				
USPS	4792	01/13/2020	1,462.80	Trea 12/30-1/12/19 postage	01000			64.50
				Trea 12/30-1/12/19 postage	01000			1,398.30
	Vendor Total		1,462.80	*				
Windstream Communications	4894	01/15/2020	121.23	Phn				
				Trea 12/7-1/6/20 phone	01000	91124979		57.05
				Phn				
				Trea 12/7-1/6/20 phone	01000	91124979		64.18
	Vendor Total		121.23	*				
Department Total			5,640.49	**				
<u>Department 04 County Attorney</u>								
Ames Tribune	4871	01/15/2020	60.30	Publ.				
				Atty serv of juvenile	01000	34619		60.30
	Vendor Total		60.30	*				
Aureon	4884	01/15/2020	895.60	Phone				
				Atty January charges	01000	789006335		349.89
				Phone				
				Atty Janurary charges	01000	789006335		545.71
	Vendor Total		895.60	*				
Century Link	4896	01/15/2020	53.83	Phn				
				Atty Analog 1/4-2/3/20	01000	2326405		53.83
	Vendor Total		53.83	*				
Iowa Division Investigations	4746	01/13/2020	328.00	Serv				
				Atty service fees	01000	19-602		173.00
				Serv				
				Atty service fees	01000	20-007		79.00
				Serv				
				Atty service fees	01000	20-010		76.00
	4909	01/15/2020	409.00	Serv				
				Atty service fees	01000	20-012		100.00
				Serv				
				Atty service fees	01000	20-013		71.00
				Serv				
				Atty service fees	01000	20-014		238.00
	Vendor Total		737.00	*				
Marco	4839	01/15/2020	679.36	Rnt				
				Atty usage 11/25-12/29/19	01000	26245691		679.36
	Vendor Total		679.36	*				
Reserve Account	4859	01/15/2020	786.19	Pstg				
				Atty postage meter	01000	35193663		786.19
	Vendor Total		786.19	*				

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Connie Sefcik, RPR, CSR	4862	01/15/2020	9.50	Serv Atty transcript/JVJV007835	01000	5560		9.50
	Vendor Total		9.50	*				
Storey-Kenworthy Company	4773	01/13/2020	88.33	Sup Atty calendars	01000	120621		88.33
	Vendor Total		88.33	*				
Thomson Reuters - West	4878	01/15/2020	351.67	Supplies Atty library 12/5-1/4/20	01000	841669368		351.67
	4880	01/15/2020	305.55	Supplies Atty Clear/Dec.	01000	841593309		305.55
	Vendor Total		657.22	*				
Windstream Communications	4894	01/15/2020	156.88	Phn Atty 12/7-1/6/20 phone	01000	91124979		156.88
	Vendor Total		156.88	*				
Department Total			4,124.21	**				
<u>Department 05 Sheriff</u>								
ACFSA	4853	01/15/2020	79.00	Dues Shrf member dues/Rosenberg	01000	20903		79.00
	Vendor Total		79.00	*				
Alliant Energy	4861	01/15/2020	50.00	Util. Shrf Util. range 12/6-1/7/19	01000	7287711000		50.00
	Vendor Total		50.00	*				
Aureon	4884	01/15/2020	1,488.34	Phone Shrf January charges	01000	789006335		1,488.34
	Vendor Total		1,488.34	*				
Chitty Garbage Service Inc.	4898	01/15/2020	15.00	Serv Shrf bin rent Decmeber	01000	2781556		15.00
	Vendor Total		15.00	*				
Fareway Store #426	4900	01/15/2020	3,481.84	Fd/Prov. Shrf gorceries December	01000			3,481.84
	Vendor Total		3,481.84	*				
FBINAA	4901	01/15/2020	360.00	Educ. Shrf Dues/Iowa chapter x 3	01000			360.00
	Vendor Total		360.00	*				
Freedom Tire & Auto Center-	4902	01/15/2020	2,333.77	Fls/Mnt Shrf LOF/repair/maint.	01000			2,333.77
	Vendor Total		2,333.77	*				
Gall's	4903	01/15/2020	435.21	Unfrm/Eqp				

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Shrf uniforms	01000	1001954997		435.21
	Vendor Total		435.21	*				
Iowa Dept of Public Safety	4908	01/15/2020	4,134.00	Comm. Srvs				
				Shrf terminal billing Oct-Dec	01000			3,456.00
				Comm. Srvs				
				Shrf terminal line chg Oct-Dec	01000			678.00
	Vendor Total		4,134.00	*				
Iowa Law Enforcement Academy	4910	01/15/2020	900.00	Educ.				
				Shrf Training/Norris	01000	313875		375.00
				Educ.				
				Shrf Training/Pruden-Xayavong	01000	313985		375.00
				Educ.				
				Shrf recertification/Combs	01000	313844		150.00
	Vendor Total		900.00	*				
IPMA-HR	4911	01/15/2020	248.00	Supp				
				Shrf telecommunication testing	01000	0909G2F2J2		248.00
	Vendor Total		248.00	*				
Justice Benefits	4912	01/15/2020	670.78	Fees				
				Shrf Consult fees	01000	201702514		670.78
	Vendor Total		670.78	*				
LOF-Xpress Oil Change	4915	01/15/2020	127.94	Serv				
				Shrf LOF	01000			127.94
	Vendor Total		127.94	*				
Martin Bros. Distributing Co.	4840	01/15/2020	8,139.21	Prov.				
				Shrf groceries	01000	352210		8,139.21
	Vendor Total		8,139.21	*				
Mid-States Organized Crime	4844	01/15/2020	200.00	Dues				
				Shrf dues	01000	22015-1484		200.00
	Vendor Total		200.00	*				
Moffitt's Ford Lincoln	4845	01/15/2020	103.95	Serv				
				Shrf auto mnt.	01000	30425		103.95
	Vendor Total		103.95	*				
Phoenix Supply	4851	01/15/2020	525.43	Pris Supp				
				Shrf prisoner sup.	01000	19048		525.43
	Vendor Total		525.43	*				
Reinhart Foodservice	4857	01/15/2020	3,465.58	Prov				
				Shrf groceries	01000	4942		3,465.58
	Vendor Total		3,465.58	*				
Reserve Account	4859	01/15/2020	337.00	Pstg				
				Atty postage meter	01000	35193663		337.00
	Vendor Total		337.00	*				

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Secretary Of State	4860	01/15/2020	30.00	Dues				
				Shrf notary renewal/whitrock	01000			30.00
	Vendor Total		30.00	*				
Staples	4868	01/15/2020	483.32	Off Supp				
				Shrf office sup.	01000	2017 5957		483.32
	Vendor Total		483.32	*				
StopStick Ltd.	4873	01/15/2020	75.00	Sup				
				Shrf cord reel	01000	0016438-IN		75.00
	Vendor Total		75.00	*				
Streicher's	4876	01/15/2020	5,146.39	Unfrms/eqp				
				Shrf equipment/vest	01000	11323		5,146.39
	Vendor Total		5,146.39	*				
TriTech Forensics	4883	01/15/2020	216.00	supp				
				Shrf kits	01000	216018		216.00
	Vendor Total		216.00	*				
Unity Point Clinic	4885	01/15/2020	147.00	Med Serv				
				Shrf pre empl physical/habhab	01000	710001626		147.00
	Vendor Total		147.00	*				
VISA	4895	01/15/2020	4,021.31	Educ.				
				Shrf cont. educ.	01000	2728		4,021.31
	Vendor Total		4,021.31	*				
WEX Bank	4888	01/15/2020	9,805.54	Veh fls/mnt				
				Shrf fuel/Dec. 2019	01000	63072553		9,805.54
	Vendor Total		9,805.54	*				
Windstream Communications	4894	01/15/2020	615.60	Phn				
				Shrf 12/7-1/6/20 phone	01000	91124979		615.60
	Vendor Total		615.60	*				
Department Total			47,635.21	**				
<u>Department 07 Recorder</u>								
Aureon	4884	01/15/2020	216.27	Phone				
				Rec January charges	01000	789006335		216.27
	Vendor Total		216.27	*				
Des Moines Stamp Mfg. Co.	4738	01/13/2020	32.40	Sup				
				Rec notary stamp/Wilson	01000	1156413		32.40
	Vendor Total		32.40	*				
Marco	4839	01/15/2020	102.81	Rnt				
				Rec usage 11/25-12/29/19	01000	26245691		102.81
	Vendor Total		102.81	*				

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
State Bank & Trust	4772	01/13/2020	34.00	Fees				
				Rec Tokens Oct-Dec	01000			34.00
	Vendor Total		34.00	*				
USPS	4792	01/13/2020	38.45	Rec 12/30-1/12/19 postage	01000			38.45
	Vendor Total		38.45	*				
Windstream Communications	4894	01/15/2020	57.05	Phn				
				Rec 12/7-1/6/20 phone	01000	91124979		57.05
	Vendor Total		57.05	*				
Department Total			480.98	**				
<u>Department 08 Animal Control</u>								
A & M Services Inc	4731	01/13/2020	74.64	Rugs/mops				
				Aco laundry service	11000			74.64
	Vendor Total		74.64	*				
Alliant Energy	4832	01/15/2020	1,639.59	Util.				
				Aco util. 12/4-1/3	11000	3258780000		1,639.59
	Vendor Total		1,639.59	*				
Ames Pet Hospital	4833	01/15/2020	248.00	Vet care				
				Aco vet care	11000	285763		248.00
	Vendor Total		248.00	*				
Brekke's Town & Country Store	4834	01/15/2020	7.50	Sup				
				Aco animal sup.	11000	48027		7.50
	Vendor Total		7.50	*				
Capital Sanitary Supply	4733	01/13/2020	46.29	Cust. Sup.				
				Aco Custodial supplies	11000	0821885		46.29
	Vendor Total		46.29	*				
Community Veterinary Clinic	4835	01/15/2020	474.99	Serv				
				Aco vet serv/Dec.	11000			474.99
	Vendor Total		474.99	*				
Heartland Pet Hospital	4836	01/15/2020	35.04	Spcl Animl Care				
				Aco boarding/stray	11000	135289		35.04
	Vendor Total		35.04	*				
Anna E Henderson	4837	01/15/2020	11.00	Mlg/Exp				
				Aco reimb. mlg. 12/27-12/31	11000			11.00
	Vendor Total		11.00	*				
Key Cooperative	4838	01/15/2020	61.63	Veh Fls/Mnt				
				Aco fuel/Dec.	11000	13874		61.63
	Vendor Total		61.63	*				

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Susan R McCaskey	4841	01/15/2020	30.54	Mlg/Exp Aco animal food	11000			30.54
	Vendor Total		30.54	*				
City of Nevada	4847	01/15/2020	159.09	Util. Aco util 11/1-12/2/19	11000	36976002		159.09
	Vendor Total		159.09	*				
Reliable1	4858	01/15/2020	486.00	Serv Aco clean/inspect furnace	11000	4491244		486.00
	Vendor Total		486.00	*				
Story County Sheriff	4875	01/15/2020	35.80	Serv Aco notice	11000	19003773		35.80
	Vendor Total		35.80	*				
Windstream Communications	4892	01/15/2020	171.96	Phn Aco ph/fax 12/28-1/27	11000	091139933		171.96
	Vendor Total		171.96	*				
Department Total			3,482.07	**				
<u>Department 10 Gen.Betterment-40% L.O.</u>								
Youth & Shelter Services, Inc	4781	01/13/2020	366.18	Serv. Gbtr service November	11000			366.18
	Vendor Total		366.18	*				
Department Total			366.18	**				
<u>Department 20 County Engineer</u>								
Alliant Energy	76569	01/23/2020	879.04	Util. Street lights	20000			323.11
				Util. Electric/gas	20000			270.67
				Util. Electric/gas	20000			231.67
				Util. Street lights	20000			53.59
	Vendor Total		879.04	*				
Arnold Motor Supply	76589	01/23/2020	1,911.94	Eqpt Oper Silicone	20000	13NV602235		6.99
				Eqpt Oper Oil Seal	20000	13NV062174		53.05
				Eqpt Oper Credit	20000	13CR007085		116.11-
				Eqpt Oper Air Filters	20000	13NV062024		28.70

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Eqpt Oper Clamp	20000	13NV061937		11.97
				Eqpt Oper Clamp	20000	13NV061904		3.99
				Eqpt Oper Universal Joint	20000	13NV061386		30.04
				Eqpt Oper AGM Valve	20000	13NV061335		205.20
				Eqpt Oper Credit on core AGM Valve	20000	13CR006979		24.00-
				Eqpt Oper 1/2 DR X 21MM DP	20000	13NV060972		13.03
				Eqpt Oper Premix fuel	20000	13NV060889		108.32
				Eqpt Oper M18 3/8 Impact wrench	20000	13NV060594		225.00
				Eqpt Oper 12V Battery	20000	13NV060427		456.33
				Eqpt Oper Credit on Core	20000	13CR006865		108.00-
				Eqpt Oper Oil Dry	20000	13NV060287		287.00
				Eqpt Oper Compressor oil	20000	13NV060058		33.99
				Eqpt Oper Compressor oil	20000	13NV060053		32.28
				Eqpt Oper Filter element	20000	13NV060051		23.78
				Eqpt Oper Air filters	20000	13NV060019		12.96
				Eqpt Oper Compressor Oil	20000	13NV059968		33.99
				Eqpt Oper Air filters	20000	13NV059954		37.93
				Eqpt Oper Fuel cap/Wheel nuts	20000	13NV059776		5.31
				Eqpt Oper Oil filters	20000	13NV059714		56.73
				Eqpt Oper Core credit	20000	13CR006782		72.00-
				Eqpt Oper Windshield wipers	20000	13NV059093		119.96
				Eqpt Oper Air Filters	20000	13NV059084		60.64
				Eqpt Oper Battery	20000	13NV059026		304.22
				Eqpt Oper Windshield fluid	20000	13NV060556		80.64
			Vendor Total	1,911.94 *				
Aureon	76583	01/23/2020	216.66	Phone Phone 1/1/20-1/31/20	20000	789006335		174.08

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Phone				
				Phone 1/1/20-1/31/20	20000	789006335		42.58
	Vendor Total		216.66	*				
Big 8 Tyre Center	76597	01/23/2020	40.90	Equip Rep				
				Tire repair	20000	79510		20.95
				Equip Rep				
				Tire repair	20000	79430		19.95
	Vendor Total		40.90	*				
Black Hills Energy	76581	01/23/2020	102.98	Utility				
				Gas	20000			102.98
	Vendor Total		102.98	*				
BlackStrap Inc.	76586	01/23/2020	3,885.22	Serv				
				Road Salt	20000	00027951		2,017.86
				Serv				
				Road Salt	20000	00027896		1,867.36
	Vendor Total		3,885.22	*				
Certified Power Inc.-Fluid	76603	01/23/2020	151.89	Eqp oper.				
				Driveline repair	20000	40493373		151.89
	Vendor Total		151.89	*				
Crystal Clear Water Company	76563	01/23/2020	16.00	Sup				
				Water/rental	20000	291368		16.00
	Vendor Total		16.00	*				
Dan's Auto	76600	01/23/2020	668.00	Veh. Fls/Mnt				
				Hankook Tires (4)	20000	19968		668.00
	Vendor Total		668.00	*				
Kevin J DeHaven	76576	01/23/2020	200.00	Empl Mlg/Exp				
				Boot reimb.	20000	013374		200.00
	Vendor Total		200.00	*				
DIAM Pest Control	76590	01/23/2020	45.00	Eqp. Oper.				
				Pest Control	20000	547516		45.00
	Vendor Total		45.00	*				
Hallett Materials	76562	01/23/2020	2,246.27	Snw/Ice Cntrl				
				Ice Control	20000	1559482		1,384.76
				Snw/Ice Cntrl				
				Ice Control	20000	1560260		861.51
	Vendor Total		2,246.27	*				
Hokel Machine Supply	76575	01/23/2020	7.98	Mnt				
				Fire Ext. Insp.	20000	746927		7.98
	Vendor Total		7.98	*				
Hydro Service	76587	01/23/2020	676.36	Serv				
				Pump/Clean/seals	20000	23474		451.93

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Serv Seals/o-rings	20000	23471		104.43
				Serv Labor on repair	20000	23471		120.00
	Vendor Total		676.36	*				
IMWCA	76567	01/23/2020	4,151.18	Ins/Bonds Work Comp #7	20000	75487		4,151.18
	Vendor Total		4,151.18	*				
Interstate Power Systems	76588	01/23/2020	2,122.80	Tran module Cntrl/kit Labor on repair	20000 20000	012069407 012069407		1,188.25 934.55
	Vendor Total		2,122.80	*				
Iowa State University	76578	01/23/2020	115.00	Reg Culvert/Bridge Workshp - Moore	20000	5466		50.00
				Reg AutoCAD Basic - Sparks	20000	5465		65.00
	Vendor Total		115.00	*				
John Deere Financial	76599	01/23/2020	217.74	Sup Paint	20000	4575897		32.99
				Sup Paint	20000	4575897		32.99
				Sup Paint	20000	4575897		32.99
				Sup Snip	20000	4575897		15.99
				Sup Scoop	20000	4585990		2.79
				Sup Search light	20000	4585990		99.99
	Vendor Total		217.74	*				
Karl Chevrolet Inc.	76604	01/23/2020	235.97	Mnt Lamp	20000	556249		285.97
				Mnt Core credit	20000	CM556249		50.00-
	Vendor Total		235.97	*				
City of Kelley	76571	01/23/2020	102.70	utility Water/sewer 11/23/19-12/20/19	20000			102.70
	Vendor Total		102.70	*				
Key Cooperative	76572	01/23/2020	4,408.69	Veh Fls/Mnt Kelley-Propane	20000	160133		627.95
				Veh Fls/Mnt Bulk Tank - McCallsburg	20000	535741		875.76
				Veh Fls/Mnt Bulk Tank - Kelley	20000	535742		130.04
				Veh Fls/Mnt Bulk Tank - Kelley	20000	535743		1,903.62

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Veh Fls/Mnt Bulk Tank - Kelley	20000	535744		89.60
				Veh Fls/Mnt Bulk Tank - Story City	20000	535745		781.72
			4,408.69	* Vendor Total				
Kim Nelson Construction	76595	01/23/2020	4,435.00	Serv Building repairs	20000	1093		4,435.00
			4,435.00	* Vendor Total				
Marco	76584	01/23/2020	171.46	Rnt Printer usage 11/25/19-12/29/1	20000	26245691		171.46
			171.46	* Vendor Total				
Martin Marietta Aggregate	76582	01/23/2020	8,924.28	RD MAINT Class E Rip Rap	20000	27759257		2,500.72
				RD MAINT Gabion Stone	20000	27759257		198.84
				RD MAINT Class A	20000	27759250		906.90
				RD MAINT 1" Clean	20000	27759266		328.21
				RD MAINT Class E Rip Rap	20000	27726659		4,514.34
				RD MAINT Class E Rip Rap	20000	27726675		309.88
				RD MAINT 1" Clean	20000	27703795		165.39
			8,924.28	* Vendor Total				
City of McCallsburg	76566	01/23/2020	2.40	Serv Jan Utility - 11/27-12/26	20000			2.40
			2.40	* Vendor Total				
Menards	76601	01/23/2020	43.45	Sup Nozzle/sprayer/seat	20000	18283		43.45
			43.45	* Vendor Total				
Midwest Cylinder Head Co.	76593	01/23/2020	78.90	Tl/Mt 'l/sup Oxygen	20000	40NV001179		29.95
				Tl/Mt 'l/sup Oxygen	20000	40NV001198		48.95
			78.90	* Vendor Total				
Nevada Hardware Inc	76592	01/23/2020	6.83	Prts/Sup Lever flush	20000	44886		6.83
			6.83	* Vendor Total				
City of Nevada	76568	01/23/2020	347.25	Util. water/sewer 11/1-12/02	20000			38.93
				Util. water/sewer 11/1-12/02	20000			59.50

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Util. water/sewer 11/1-12/02	20000			34.60
				Util. water/sewer 11/1-12/02	20000			214.22
			347.25	*				
O'Donnell Ace Hardware	76598	01/23/2020	1,226.22	Supplies Fuel for chain saws	20000	982657		33.68
				Supplies spool of chains for saws	20000	983098		1,192.54
			1,226.22	*				
O'Halloran International	76594	01/23/2020	3,712.02	Eqp. Oper. Filters	20000	31P56322		37.51
				Eqp. Oper. Pedal DCM Accel Kit	20000	31P58823		467.08
				Eqp. Oper. Credit on core return	20000	31P58936		45.50-
				Eqp. Oper. Annual Software License	20000	31P58986		550.00
				Eqp. Oper. DEF	20000	31P59238		654.00
				Eqp. Oper. DEF - Colo	20000	31P59239		327.00
				Eqp. Oper. DEF - Kelley	20000	31P59240		441.45
				Eqp. Oper. Support Air cleaner Assy	20000	31P59316		155.90
				Eqp. Oper. Link Steering Drag	20000	31P59748		105.88
				Eqp. Oper. DEF - Roland	20000	31P60100		490.50
				Eqp. Oper. Wheel kit/Pacaar bal drm	20000	31P60231		528.20
			3,712.02	*				
Printing Services	76565	01/23/2020	69.32	Sup Office supplies	20000	679893		69.32
			69.32	*				
Productivity Plus Account	76605	01/23/2020	1,012.52	Prts Plow bolts/nuts	20000	13379436		84.14
				Prts Hose	20000	13367192		928.38
			1,012.52	*				
City of Roland	76570	01/23/2020	58.58	Serv Water/Sewer 12/1/19-12/31/19	20000			58.58
			58.58	*				
Ryan A Smith	76577	01/23/2020	120.62	Screen print fee	20000	629571		52.94
				Clothing reimb.	20000	2793369		51.57

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Clothing reimb.	20000	2771551		16.11
	Vendor Total		120.62	*				
Story City Municipal Electric	76580	01/23/2020	47.38	Utility Electrical	20000			47.38
	Vendor Total		47.38	*				
City of Story City	76579	01/23/2020	42.40	Eqp oper. Water/sewer/Landfill	20000			42.40
	Vendor Total		42.40	*				
Tom Walters Company	76596	01/23/2020	1,224.64	Rds Dumpster	20000	480547		1,224.64
	Vendor Total		1,224.64	*				
USFleet Tracking	76574	01/23/2020	419.30	Serv GPS Tracking - Jan. 2020	20000	319146		419.30
	Vendor Total		419.30	*				
USPS	76591	01/23/2020	2.05	Postage Machine	20000			2.05
	Vendor Total		2.05	*				
VISA	76573	01/23/2020	39.50	Educ. Parking @ ICEA Conf.	20000			39.50
	Vendor Total		39.50	*				
WEX Bank	76564	01/23/2020	10,637.36	Veh fls/mnt Diesel Fuel - Dec 2019 Veh fls/mnt Gas Fuel - Dec 2019 Veh fls/mnt Rebate 2019	20000 20000 20000	63056797 63056797 63056797		7,757.91 3,087.03 207.58-
	Vendor Total		10,637.36	*				
Windstream Communications	76585	01/23/2020	92.70	Phn Phone 12/7/19-1/6/20 Phn Phone 12/7/19-1/6/20	20000 20000	91124979 91124979		78.44 14.26
	Vendor Total		92.70	*				
Ziegler Inc.	76602	01/23/2020	11,550.00	Eqp PT10 Helac CPL B Linkage	20000	U0249501		11,550.00
	Vendor Total		11,550.00	*				
	Department Total		66,666.50	**				
<u>Department 21 Veterans Affairs</u>								
Aureon	4884	01/15/2020	33.74	Phone Va January charges	01000	789006335		33.74
	Vendor Total		33.74	*				

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Century Link	4896	01/15/2020	53.82	Phn				
				Va Analog 1/4-2/3/20	01000	2326405		53.82
			53.82	*				
Vendor Total			53.82					
Marco	4839	01/15/2020	22.84	Rnt				
				Va usage 11/25-12/29/19	01000	26245691		22.84
			22.84	*				
Vendor Total			22.84					
Pitney Bowes Global Fin Serv	4803	01/14/2020	28.71	Pstg				
				Va postage/mail 10/30-1/29	01000	3310388046		28.71
			28.71	*				
Vendor Total			28.71					
Shred-It-USA	4806	01/14/2020	5.83	Serv				
				Va shredding/Dec. 2019	01000	8128956706		5.83
			5.83	*				
Vendor Total			5.83					
Wild Water Car Wash & Pet Was	4809	01/14/2020	10.75	Veh Fls/Mnt				
				Va auto mnt 12/27-12/31/19	01000	8/26/1859		10.75
			10.75	*				
Vendor Total			10.75					
2505 Jensen Ave. LLC	4730	01/13/2020	397.00	Rnt				
				Va Rent December	01000	F4696		397.00
			397.00	*				
Vendor Total			397.00					
			552.69	**				
Department Total			552.69					
<u>Department 22 Conservation Board</u>								
A & M Services Inc	4731	01/13/2020	206.01	Rugs/mops				
				Sccb laundry service	01000			206.01
			206.01	*				
Vendor Total			206.01					
Alliant Energy	4812	01/14/2020	106.63	Util.				
				Sccb util. rivrsde 11/27-12/30	01000			106.63
			106.63	*				
Vendor Total			106.63					
Ames Municipal Utilities	4813	01/14/2020	458.66	Util.				
				Sccb util riverside11/20-12/19	01000			458.66
			458.66	*				
Vendor Total			458.66					
Aureon	4884	01/15/2020	636.83	Phone				
				Sccb January charges	01000	789006335		636.83
			636.83	*				
Vendor Total			636.83					
Border States Industries Inc.	4732	01/13/2020	189.60	Supplies				
				Sccb wire/supplies	01000	213540		189.60
			189.60	*				
Vendor Total			189.60					
Capital Sanitary Supply	4733	01/13/2020	46.07	Cust. Sup.				
				Sccb Custodial supplies	01000	0821885		46.07
			46.07	*				
Vendor Total			46.07					

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Central Iowa Broadband	4735	01/13/2020	1,024.44	Comm Serv Sccb January chrgs	01000	488000151		1,024.44
	Vendor Total		1,024.44	*				
Century Link	4814	01/14/2020	156.08	Phn Sccb phn/lng dist. 1/4-2/3/20	01000	5152326989		156.08
	Vendor Total		156.08	*				
Colo Telephone Co.	4816	01/14/2020	75.60	Comm. Srvs. Sccb Jan/phone HGP	01000			75.60
	Vendor Total		75.60	*				
Nancy Franz	4817	01/14/2020	74.00	Mlg/Exp Sccb reimb. mlg. 6/28-12/11/19	01000			74.00
	Vendor Total		74.00	*				
Hokel Machine Supply	4818	01/14/2020	89.43	Mnt Sccb coupler/flr jack/hose	01000	STOBOA		84.84
				Mnt Sccb coupler/flr jack/hose	01000	STOBOA		4.59
	Vendor Total		89.43	*				
Iowa Weed Commissioners Assoc	4872	01/15/2020	280.00	Educ. Sccb 3/11-3/13 registratn/4	01000			280.00
	Vendor Total		280.00	*				
Key Cooperative	4819	01/14/2020	1,831.95	Veh Fls/Mnt Sccb Dec fuel	01000	14454		1,831.95
	Vendor Total		1,831.95	*				
Kinzler Construction Services	4751	01/13/2020	401.28	Equip. Sccb ceiling tile	01000	CS00541		401.28
	Vendor Total		401.28	*				
Lowe's Companies Inc.	4820	01/14/2020	322.97	Prt/Sup Sccb roller/dishwasher	01000	00114288 8		322.97
	Vendor Total		322.97	*				
Marco	4839	01/15/2020	375.42	Rnt Sccb usage 11/25-12/29/19	01000	26245691		375.42
	Vendor Total		375.42	*				
Menards	4821	01/14/2020	327.80	Sup Sccb sup.	01000	33560252		37.28
				Sup Sccb sup.	01000	33560252		4.90
				Sup Sccb sup.	01000	33560252		205.11
				Sup Sccb sup.	01000	33560252		80.51
	Vendor Total		327.80	*				

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Moody Electric, Inc.	4756	01/13/2020	3,881.77	Serv. Sccb electrical work MPR remod	01000	70130		3,881.77
		Vendor Total	3,881.77	*				
MyCountyParks.com	4822	01/14/2020	468.00	Reg. Sccb 1/19-12/19 reg fees	01000	1038		468.00
		Vendor Total	468.00	*				
Nevada Hardware Inc	4823	01/14/2020	11.69	Prts/Sup Sccb thermostat/bulbs	01000	19760		11.69
		Vendor Total	11.69	*				
Orkin	4762	01/13/2020	73.71	Serv Sccb pest control	01000			73.71
		Vendor Total	73.71	*				
Erica L Place	4824	01/14/2020	440.00	Empl Mlg/Exp Sccb reimb. deposit/dinner	01000			440.00
		Vendor Total	440.00	*				
Portable Pro, Inc.	4825	01/14/2020	220.00	Equip Rent Sccb restroom rent/Dec.	01000	51159		220.00
		Vendor Total	220.00	*				
R.J. Thomas Mfg. Co. Inc.	4826	01/14/2020	208.00	Supplies Sccb plaque/Shell	73000	217706		208.00
		Vendor Total	208.00	*				
Sherwin-Williams	4864	01/15/2020	235.35	Eqp prts/sup Sccb paint	01000	59305		235.35
		Vendor Total	235.35	*				
State Bank & Trust	4828	01/14/2020	29.00	Fees Sccb token fee Nov-Dec.	01000			29.00
		Vendor Total	29.00	*				
Terracon Consultants, Inc.	4829	01/14/2020	3,500.00	Prof Serv Sccb annual rppt/DL 6/9-12/28	01000	TD08435		3,500.00
		Vendor Total	3,500.00	*				
VISA	4895	01/15/2020	186.15	Educ. Sccb recreatopm	01000	2888		186.15
		Vendor Total	186.15	*				
Waste Management of Ames	4830	01/14/2020	2,115.45	Trash Serv Sccb Dec. garbage serv.	01000			2,115.45
		Vendor Total	2,115.45	*				
City of Zearing	4831	01/14/2020	59.76	Util. Sccb water 11/17-12/16/19	01000	128700		59.76
		Vendor Total	59.76	*				

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Department Total			18,031.65	**				
<u>Department 23 Environmental Health</u>								
American Lung Assoc	4783	01/13/2020	400.00	Supp. EnvHlth radon test kits	01000	1604		400.00
	Vendor Total		400.00	*				
Aureon	4884	01/15/2020	122.94	Phone EnvHlth January charges	01000	789006335		122.94
	Vendor Total		122.94	*				
Fareway Store #426	4785	01/13/2020	8.67	Fd/Prov. EnvHlth refreshments/meeting	01000	14784-24		8.67
	Vendor Total		8.67	*				
Margaret C Jaynes	4786	01/13/2020	127.27	Empl Mlg/Exp EnvHlth reimb. mlg/exp 1/7-1/9	01000			127.27
	Vendor Total		127.27	*				
Marco	4839	01/15/2020	73.86	Rnt EnvHlth usage 11/25-12/29/19	01000	26245691		73.86
	Vendor Total		73.86	*				
State Hygienic Lab	4791	01/13/2020	20.00	Supplies EnvHlth lab fees 12/31	01000	180430		20.00
	Vendor Total		20.00	*				
USPS	4792	01/13/2020	16.40	EnvHlth 12/30-1/12/19 postage	01000			16.40
	Vendor Total		16.40	*				
Verizon Wireless	4886	01/15/2020	50.48	Phn EnvHlth cell phn 1/8-2/7/20	01000	9845825882		50.48
	Vendor Total		50.48	*				
VISA	4895	01/15/2020	185.00	Educ. EnvHlth cont educ.	01000	2037		90.00
				Educ. EnvHlth dues	01000	2037		95.00
	Vendor Total		185.00	*				
WEX Bank	4891	01/15/2020	54.06	Veh fls/mnt EnvHlth fuel/Dec.	01000	63098461		54.06
	Vendor Total		54.06	*				
Windstream Communications	4894	01/15/2020	24.96	Phn EnvHlth 12/7-1/6/20 phone	01000	91124979		24.96
	Vendor Total		24.96	*				
Department Total			1,083.64	**				

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
<u>Department 24 I.R.V.M.</u>								
Alliant Energy	4861	01/15/2020	91.32	Util. Irvm Util. range 12/6-1/7/19	11000	7287711000		91.32
		Vendor Total	91.32	*				
Aureon	4884	01/15/2020	42.57	Phone Irvm January charges	11000	789006335		42.57
		Vendor Total	42.57	*				
Chitty Garbage Service Inc.	4815	01/14/2020	11.00	Serv Irvm bin rent/Dec 2019	11000	2772189		11.00
		Vendor Total	11.00	*				
Iowa Weed Commissioners Assoc	4872	01/15/2020	280.00	Educ. Irvm 3/11-3/13 registratn/4	11000			280.00
		Vendor Total	280.00	*				
Key Cooperative	4819	01/14/2020	399.99	Veh Fls/Mnt Irvm Dec fuel	11000	12587		399.99
		Vendor Total	399.99	*				
Lowes Companies Inc.	4820	01/14/2020	24.21	Prt/Sup Irvm thermostat	11000	00114288 8		24.21
		Vendor Total	24.21	*				
Nevada Hardware Inc	4823	01/14/2020	20.69	Prts/Sup Irvm thermostat/bulbs	11000	19760		20.69
		Vendor Total	20.69	*				
Windstream Communications	4894	01/15/2020	14.26	Phn Irvm 12/7-1/6/20 phone	11000	91124979		14.26
		Vendor Total	14.26	*				
		Department Total	884.04	**				

Department 25 Community Services

Adams Funeral Home	4793	01/14/2020	1,993.00	Serv Cser cremation GA#1265	01000	224		1,993.00
		Vendor Total	1,993.00	*				
Aureon	4884	01/15/2020	119.96	Phone Cser January charges	01000	789006335		119.96
		Vendor Total	119.96	*				
First Property Mngmt of Ames	4795	01/14/2020	500.00	Rnt Cser rent/Dec 2019	01000	GA#3165		500.00
		Vendor Total	500.00	*				

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
GW Property Management, L.C.	4796	01/14/2020	400.00	Rnt				
				Cser rent/Dec. 2019	01000	GA#2877		400.00
			400.00	*				
Jennifer Kelly	4798	01/14/2020	375.00	Rnt				
				Cser rent/Dec 2019	01000	GA#0843		375.00
			375.00	*				
Jennifer D Kerns	4799	01/14/2020	36.00	Mlg/Exp				
				Cser reimb. mlg. 10/4-12/27/19	01000			36.00
			36.00	*				
Jerry Litzel	4800	01/14/2020	475.00	Rent				
				Cser rent/Jan 2020	01000	GA#3166		475.00
			475.00	*				
Marco	4839	01/15/2020	44.04	Rnt				
				Cser usage 11/25-12/29/19	01000	26245691		44.04
			44.04	*				
Pitney Bowes Global Fin Serv	4803	01/14/2020	18.66	Pstg				
				Cser postage/mail 10/30-1/29	01000	3310388046		18.66
			18.66	*				
Rasmusson Funeral Home	4805	01/14/2020	1,993.00	Serv				
				Cser cremation	01000	GA#2876		1,993.00
			1,993.00	*				
Shred-It-USA	4806	01/14/2020	5.83	Serv				
				Cser shredding/Dec. 2019	01000	8128956706		5.83
			5.83	*				
Tailwind Ames, LLC	4807	01/14/2020	400.00	Rnt				
				Cser rent/Dec. 2019	01000	GA#1077		400.00
			400.00	*				
Wild Water Car Wash & Pet Was	4809	01/14/2020	9.25	Veh Fls/Mnt				
				Cser auto mnt 12/27-12/31/19	01000	8/26/1859		9.25
			9.25	*				
200-202 Wellons, LC	4811	01/14/2020	500.00	Rent				
				Cser rent/Jan 2020	01000	GA#2875		500.00
			500.00	*				
			6,869.74	**				
Department Total								
Department 26 Community Life								
Alliant Energy	4863	01/15/2020	223.87	Util.				
				Clp Util Duluth GH 12/2-1/2	01000	3805921000		223.87
			223.87	*				

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Ames Municipal Utilities	4866	01/15/2020	495.47	Util.				
				Clp Util Duluth GH 11/20-12/19	01000	1161934794		495.47
			495.47	*				
Central Iowa Lawn & Home Care	4893	01/15/2020	51.82	Veh Fls/Mnt				
				Clp trailer parts	01000	2047		51.82
			51.82	*				
Chitty Garbage Service Inc.	4897	01/15/2020	148.50	Serv				
				Clp Garbage December	01000	1613632001		148.50
			148.50	*				
Hokel Machine Supply	4742	01/13/2020	73.83	Mnt				
				Clp fire extinguish inspection	01000	STOMAN		73.83
			73.83	*				
Key Cooperative	4913	01/15/2020	308.96	Veh Fls/Mnt				
				Clp fuel December	01000	12586		308.96
			308.96	*				
Nevada Hardware Inc	4846	01/15/2020	10.24	Prts/Sup				
				Clp supplies	01000	19800		10.24
			10.24	*				
Orkin	4762	01/13/2020	231.04	Serv				
				Clp pest control G.H.	01000			231.04
			231.04	*				
			1,543.73	**				

Department Total 1,543.73 \*\*

Department 50 Human Services Center

A & M Services Inc	4731	01/13/2020	286.23	Rugs/mops				
				Hsc laundry service	01000			286.23
			286.23	*				
Aureon	4884	01/15/2020	33.74	Phone				
				Hsc January charges	01000	789006335		33.74
			33.74	*				
Central Iowa Lawn & Home Care	4893	01/15/2020	51.82	Veh Fls/Mnt				
				Hsc trailer parts	01000	2047		51.82
			51.82	*				
Chitty Garbage Service Inc.	4897	01/15/2020	229.50	Serv				
				Hsc Garbage December	01000	1643752		229.50
			229.50	*				
Dennis Supply Company	4737	01/13/2020	32.67	Eqp/Prts				
				Hsc contractor for HP5	01000	07089W001		32.67
			32.67	*				

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Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Geotech Midwest, Inc.	4904	01/15/2020	500.00	Serv				
				Hsc 4Q geothermal analysis	01000	12312019		500.00
	Vendor Total		500.00	*				
Hokel Machine Supply	4742	01/13/2020	83.79	Mnt				
				Hsc fire extinguish inspection	01000	STOMAN		83.79
	Vendor Total		83.79	*				
Key Cooperative	4913	01/15/2020	687.82	Veh Fls/Mnt				
				Hsc fuel December	01000	12586		177.17
				Veh Fls/Mnt				
				Hsc fuel December	01000	12586		510.65
	Vendor Total		687.82	*				
Marco	4839	01/15/2020	81.52	Rnt				
				Hsc usage 11/25-12/29/19	01000	26245691		81.52
	Vendor Total		81.52	*				
Mechanical Comfort Inc	4754	01/13/2020	380.00	Htng/Clng				
				Hsc service HP2	01000	38688		380.00
	Vendor Total		380.00	*				
Menards	4843	01/15/2020	92.73	Sup				
				Hsc ladder/supples	01000	33560267		5.88
				Sup				
				Hsc ladder/supples	01000	33560267		86.85
	Vendor Total		92.73	*				
Orkin	4762	01/13/2020	85.89	Serv				
				Hsc pest control	01000			85.89
	Vendor Total		85.89	*				
Plumb Supply Co.	4852	01/15/2020	28.25	Sup				
				Hsc plumbing sup.	01000	200013		28.25
	Vendor Total		28.25	*				
Reflections Glass & Mirror	4768	01/13/2020	9,870.00	Bldg rprs/mnt				
				Hsc replacement of windows	01000	198121582		9,870.00
	Vendor Total		9,870.00	*				
Sign Pro	4867	01/15/2020	270.00	Fls/Mnt				
				Hsc signage	01000	56855		270.00
	Vendor Total		270.00	*				
Department Total			12,713.96	**				
<u>Department 51 Facilities Management</u>								
A & M Services Inc	4731	01/13/2020	651.48	Rugs/mops				
				Fmgt laundry service	01000			651.48
	Vendor Total		651.48	*				

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Aureon	4884	01/15/2020	172.26	Phone				
				Fmgt January charges	01000	789006335		160.56
				Phone				
				Fgmt January charges	01000	789006335		11.70
			172.26	*				
Vendor Total			172.26					
Border States Industries Inc.	4732	01/13/2020	1,357.80	Supplies				
				Fmgt Wire/supplies	01000	213540		1,357.80
			1,357.80	*				
Vendor Total			1,357.80					
Brown's Shoe Fit Co.	4887	01/15/2020	180.00	Unfrm				
				Fmgt shoes/Borton	01000	24226		180.00
			180.00	*				
Vendor Total			180.00					
Capital Sanitary Supply	4733	01/13/2020	469.38	Cust. Sup.				
				Fmgt Custodial supplies	01000	0821885		469.38
			469.38	*				
Vendor Total			469.38					
Central Iowa Lawn & Home Care	4893	01/15/2020	51.82	Veh Fls/Mnt				
				Fmgt trailer parts	01000	2047		51.82
			51.82	*				
Vendor Total			51.82					
Dennis Supply Company	4737	01/13/2020	20.75	Eqp/Prts				
				Fmgt run capacitor	01000	07089W001		20.75
			20.75	*				
Vendor Total			20.75					
Employee & Family Resources	4899	01/15/2020	350.00	Serv				
				Fmgt training Matt Miller	01000	T238707		350.00
			350.00	*				
Vendor Total			350.00					
Geotech Midwest, Inc.	4904	01/15/2020	500.00	Serv				
				Fmgt 4Q geothermal analysis	01000	12312019		500.00
			500.00	*				
Vendor Total			500.00					
Heartland Flagpoles & Flags	4907	01/15/2020	80.00	Adm Bldg Mnt				
				Fmgt flags x 2	01000	7423		80.00
			80.00	*				
Vendor Total			80.00					
Hokel Machine Supply	4742	01/13/2020	234.30	Mnt				
				Fmgt fire extinguish inspect	01000	STOMAN		234.30
			234.30	*				
Vendor Total			234.30					
Interstate All Battery Center	4743	01/13/2020	33.30	Veh Fls/Mnt				
				Fmgt battery	01000	303009208		33.30
			33.30	*				
Vendor Total			33.30					
Key Cooperative	4913	01/15/2020	336.02	Veh Fls/Mnt				
				Fmgt fuel December	01000	12586		94.43
				Veh Fls/Mnt				
				Fmgt fuel December	01000	12586		241.59
			336.02	*				
Vendor Total			336.02					

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Marco	4839	01/15/2020	103.50	Rnt				
				Fmgt usage 11/25-12/29/19	01000	26245691		103.50
		Vendor Total	103.50	*				
Mechanical Comfort Inc	4754	01/13/2020	332.50	Htng/Clng				
				Fmgt install solidyne	01000	38689		332.50
		Vendor Total	332.50	*				
Menards	4843	01/15/2020	171.77	Sup				
				Fmgt ladder/supples	01000	33560267		14.34
				Sup				
				Fmgt ladder/supples	01000	33560267		157.43
		Vendor Total	171.77	*				
NAPA Auto Parts	4757	01/13/2020	2.18	Veh fls/mnt				
				Fmgt filter/return/fin chrg	01000	269776		2.18
		Vendor Total	2.18	*				
Nevada Hardware Inc	4846	01/15/2020	55.92	Prts/Sup				
				Fmgt supplies	01000	19800		26.97
				Prts/Sup				
				Fmgt supplies	01000	19800		28.95
		Vendor Total	55.92	*				
City of Nevada	4848	01/15/2020	126.58	Util.				
				Fmgt util. 11/1-12/2/19	01000	2606001		126.58
		Vendor Total	126.58	*				
O'Donnell Ace Hardware	4759	01/13/2020	9.69	Supplies				
				Fmgt key retriever	01000	982753		9.69
		Vendor Total	9.69	*				
Orkin	4762	01/13/2020	88.71	Serv				
				Fmgt pest control	01000			88.71
		Vendor Total	88.71	*				
Plumb Supply Co.	4852	01/15/2020	227.24	Sup				
				Fmgt plumbing sup.	01000	200013		227.24
		Vendor Total	227.24	*				
Reese Electric Motor Co.	4767	01/13/2020	68.55	Eqp oper.				
				Fmgt gear motor/bearings	01000	201371		68.55
		Vendor Total	68.55	*				
Scott's Sales Company	4770	01/13/2020	80.00	Fls/Mnt				
				Fmgt wash card	01000	89021		80.00
		Vendor Total	80.00	*				
TPC Training	4882	01/15/2020	1,100.00	Cont Ed				
				Fmgt training/Sullilvn 4/17-18	01000	203250		1,100.00
		Vendor Total	1,100.00	*				

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Kevin W Warren	4778	01/13/2020	10.95	Empl Mlg/Exp				
				Fmgt reimb mileage 12/24/19	01000			10.95
	Vendor Total		10.95	*				
Wild Water Car Wash & Pet Was	4779	01/13/2020	40.00	Veh Fls/Mnt				
				Fmgt Vehicle Maint 12/13-12/23	01000	8/26/1858		40.00
	Vendor Total		40.00	*				
Windstream Communications	4894	01/15/2020	105.35	Phn				
				Fmgt 12/7-1/6/20 phone	01000	91124979		105.35
	Vendor Total		105.35	*				
Department Total			6,960.05	**				

Department 52 Information Technology

Aureon	4884	01/15/2020	1,811.62	Phone				
				It January charges	01000	789006335		1,811.62
	Vendor Total		1,811.62	*				
Central Iowa Broadband	4735	01/13/2020	1,252.00	Comm Serv				
				IT Internet January	01000	488000151		1,252.00
	Vendor Total		1,252.00	*				
Marco	4839	01/15/2020	116.28	Rnt				
				IT usage 11/25-12/29/19	01000	26245691		116.28
	Vendor Total		116.28	*				
USIC Locating Service LLC	4777	01/13/2020	250.00	Fiber Opt.				
				IT SCO reg locate December	01000	361840		250.00
	Vendor Total		250.00	*				
VISA	4895	01/15/2020	4,995.00	Educ.				
				IT cont. educ.	01000	2011		4,995.00
	Vendor Total		4,995.00	*				
Windstream Communications	4892	01/15/2020	44.95	Phn				
				IT ph/fax 12/28-1/27	01000	091139933		44.95
	4894	01/15/2020	114.58	Phn				
				IT 12/7-1/6/20 phone	01000	91124979		114.58
	Vendor Total		159.53	*				
Department Total			8,584.43	**				

Department 53 Planning & Development

Aureon	4884	01/15/2020	144.89	Phone				
				P&D January charges	11000	789006335		144.89
	Vendor Total		144.89	*				

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Marco	4839	01/15/2020	73.86	Rnt				
				PD usage 11/25-12/29/19	11000	26245691		73.86
		Vendor Total	73.86	*				
USPS	4792	01/13/2020	7.80	P&D 12/30-1/12/19 postage	11000			7.80
		Vendor Total	7.80	*				
VISA	4895	01/15/2020	70.00	Educ.				
				P&D cont. educ.	11000	2706		70.00
		Vendor Total	70.00	*				
WEX Bank	4891	01/15/2020	64.75	Veh fls/mnt				
				P&D fuel/Dec.	11000	63098461		64.75
		Vendor Total	64.75	*				
Windstream Communications	4894	01/15/2020	39.22	Phn				
				P&D 12/7-1/6/20 phone	11000	91124979		39.22
		Vendor Total	39.22	*				
		Department Total	400.52	**				
<u>Department 54 Justice Center Facilities</u>								
A & M Services Inc	4731	01/13/2020	471.74	Rugs/mops				
				Jc laundry service	01000			471.74
		Vendor Total	471.74	*				
Border States Industries Inc.	4732	01/13/2020	407.99	Supplies				
				Jc Wire/supplies	01000	213540		407.99
		Vendor Total	407.99	*				
Capital Sanitary Supply	4733	01/13/2020	549.66	Cust. Sup.				
				Jc Custodial supplies	01000	0821885		549.66
		Vendor Total	549.66	*				
Geotech Midwest, Inc.	4904	01/15/2020	500.00	Serv				
				Jc 4Q geothermal analysis	01000	12312019		500.00
		Vendor Total	500.00	*				
Grainger	4905	01/15/2020	28.90	Sup				
				Jc safety hasps	01000	9401158291		28.90
		Vendor Total	28.90	*				
Hokel Machine Supply	4742	01/13/2020	609.62	Mnt				
				Jc fire exting.inspect/vbelts	01000	STOMAN		609.62
		Vendor Total	609.62	*				
Interstate All Battery Center	4743	01/13/2020	275.60	Veh Fls/Mnt				
				Jc batteries for autoscrubber	01000	301034594		275.60
		Vendor Total	275.60	*				

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Key Cooperative	4913	01/15/2020	5,365.93	Veh Fls/Mnt				
				Jc fuel December	01000	12586		201.21
				Veh Fls/Mnt				
				Jc fuel December	01000	12586		5,164.72
			5,365.93	*				
Marco	4839	01/15/2020	73.20	Rnt				
				Jc usage 11/25-12/29/19	01000	26245691		73.20
			73.20	*				
Mechanical Comfort Inc	4754	01/13/2020	332.50	Htng/Clng				
				Jc update computer	01000	38599		332.50
			332.50	*				
Menards	4843	01/15/2020	5.88	Sup				
				Jc ladder/supples	01000	33560267		5.88
			5.88	*				
Nevada Hardware Inc	4846	01/15/2020	241.18	Prts/Sup				
				Jc supplies	01000	19800		241.18
			241.18	*				
City of Nevada	4848	01/15/2020	2,537.27	Util.				
				Jc util. 11/1-12/2/19	01000	36906001		2,537.27
			2,537.27	*				
Orkin	4762	01/13/2020	112.20	Serv				
				Jc pest control	01000			112.20
			112.20	*				
Plumb Supply Co.	4852	01/15/2020	28.25	Sup				
				Jc plumbing sup.	01000	200013		28.25
			28.25	*				
Sign Pro	4867	01/15/2020	80.00	Fls/Mnt				
				Jc signage	01000	56857		80.00
			80.00	*				
Windstream Communications	4894	01/15/2020	151.66	Phn				
				Jc 12/7-1/6/20 phone	01000	91124979		151.66
			151.66	*				
			11,771.58	**				
Department Total								
<u>Department 59 Dept. Human Services</u>								
Aureon	4884	01/15/2020	1,281.26	Phone				
				Dhs January charges	01000	789006335		1,281.26
			1,281.26	*				
Mail Services, LLC	4801	01/14/2020	95.47	Ntcs/Pstg				

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Dhs mailings 12/15-12/20	01000	1714617		95.47
			95.47	*				
Quill Corporation	4804	01/14/2020	140.73	Sup				
				Dhs office sup.	01000	870858		140.73
			140.73	*				
Shred-It-USA	4806	01/14/2020	17.50	Serv				
				Dhs shredding/Dec. 2019	01000	8128956706		17.50
			17.50	*				
U.S. Cellular	4808	01/14/2020	717.21	Phn				
				Dhs cell phns 12/28-1/27	01000	349438352		717.21
			717.21	*				
			2,252.17	**				

Department Total 2,252.17 \*\*

Department 60 Mental Health Administr.

Aureon	4884	01/15/2020	177.45	Phone				
				Mh January charges	10000	789006335		177.45
			177.45	*				
Century Link	4896	01/15/2020	53.83	Phn				
				Mh Analog 1/4-2/3/20	10000	2326405		53.83
			53.83	*				
Des Moines Stamp Mfg. Co.	4794	01/14/2020	36.00	Sup				
				Mh stamp	10000	1156688		36.00
			36.00	*				
IMWCA	4744	01/13/2020	88.08	Ins/Bonds				
				Mh Install #7 workcomp 19-20	10000	75487		88.08
			88.08	*				
Marco	4839	01/15/2020	96.25	Rnt				
				Mh usage 11/25-12/29/19	10000	26245691		96.25
			96.25	*				
Pitney Bowes Global Fin Serv	4803	01/14/2020	96.18	Pstg				
				Mh postage/mail 10/30-1/29	10000	3310388046		96.18
			96.18	*				
Shred-It-USA	4806	01/14/2020	5.84	Serv				
				Mh shredding/Dec. 2019	10000	8128956706		5.84
			5.84	*				
			553.63	**				

Department Total 553.63 \*\*

Department 61 Juvenile Court Services

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
Central Iowa Detention	4736	01/13/2020	842.00	Serv				
				Jcs detention Grace 11/25-12/2	01000	30990		400.00
				Serv				
				Jcs detentionWhaley 11/25-12/2	01000	30992		400.00
				Serv				
				Jcs 2/UA's Whaley 11/25-12/2	01000	30992		42.00
	Vendor Total		842.00	*				
	Department Total		842.00	**				
<u>Department 92 Dental Insurance</u>								
Story County Self Insurance	4774	01/13/2020	8,813.41	Ins				
				Ins Dec/Jab Claims Dec Admin	92000			8,813.41
	Vendor Total		8,813.41	*				
	Department Total		8,813.41	**				
<u>Department 99 Countywide Services</u>								
Ames Tribune	4869	01/15/2020	126.00	Publ.				
				Cwde inmate newspapers 12/3-29	28000	0003416		126.00
	Vendor Total		126.00	*				
Center for Creative Justice	4734	01/13/2020	2,871.67	Serv				
				Cwde service November	01000			2,871.67
	4889	01/15/2020	11.70	Serv				
				Cwde hearing Martrell	02000	FECR058098		11.70
	Vendor Total		2,883.37	*				
Central Iowa Detention	4890	01/15/2020	41.67	Serv				
				Cwde Initial review/Sharp	01000	31203		41.67
	Vendor Total		41.67	*				
Chitty Garbage Service Inc.	4897	01/15/2020	42.00	Serv				
				Cwde recycling December	01000			42.00
	Vendor Total		42.00	*				
Fareway Store #426	4900	01/15/2020	1,442.61	Fd/Prov.				
				Cwde medical supplies	01000			6.99
				Fd/Prov.				
				Cwde Commissary	28000			1,435.62
	Vendor Total		1,442.61	*				
Amy Fritz	4739	01/13/2020	660.30	Serv				
				Cwde investigate/Hamilton	01000			150.00
				Serv				
				Cwde mileage/Hamilton	01000			3.48
				Serv				
				Cwde investigate/Kennebeck	01000			150.00

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Serv				
				Cwde investigate/Pixler	01000			150.00
				Serv				
				Cwde mileage/Pixler	01000			7.54
				Serv				
				Cwde investigation/Brim	01000			150.00
				Serv				
				Cwde mileage/Brim	01000			9.28
				Serv				
				Cwde investigation/Arndt	01000			40.00
			660.30	Vendor Total *				
Megan J Hassel	4740	01/13/2020	70.00	Ct Costs				
				Cwde sentencing trans Martinez	02000	AGCR058571		70.00
			70.00	Vendor Total *				
Pamela J. Hayes	4906	01/15/2020	238.00	Crt Cst				
				Cwde Transcript White	02000	FECR056576		238.00
			238.00	Vendor Total *				
Heartland Senior Services	4797	01/14/2020	2,223.43	Serv				
				Cwde serv/Nov 2019	01000			79.11
				Serv				
				Cwde serv/Nov 2019	01000			2,144.32
			2,223.43	Vendor Total *				
HIRTA Public Transit	4741	01/13/2020	21,204.00	Serv.				
				Cwde service November	01000			21,204.00
			21,204.00	Vendor Total *				
Hy-Vee Accts Rcvble	4916	01/16/2020	227.50	Prov.				
				Cwde apples/holiday dinner	01000	164603		227.50
			227.50	Vendor Total *				
IMWCA	4744	01/13/2020	11,579.42	Ins/Bonds				
				Cwde Install #7 workcomp 19-20	02000	75487		11,579.42
			11,579.42	Vendor Total *				
Iowa Dept of Agriculture	4745	01/13/2020	177.45	Fees				
				Cwde 2019 apairy inspect mlg	01000	1230		177.45
			177.45	Vendor Total *				
Iowa Division Investigations	4747	01/13/2020	889.00	Serv				
				Cwde service fees/mlg.	02000	19-599		50.00
				Serv				
				Cwde service fees/mlg.	02000	19-600		50.00
				Serv				
				Cwde service fees/mlg.	02000	20-001		50.00
				Serv				
				Cwde service fees/mlg.	02000	20-002		50.00
				Serv				
				Cwde service fees/mlg.	02000	20-003		50.00

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
				Serv Cwde service fees/mlg.	02000	20-004		154.00
				Serv Cwde service fees/mlg.	02000	20-005		166.00
				Serv Cwde service fees/mlg.	02000	20-008		169.00
				Serv Cwde service fees/mlg.	02000	20-011		100.00
				Serv Cwde service fees/mlg.	02000	19-603		50.00
			889.00	Vendor Total *				
Iowa State Medical Examiner	4748	01/13/2020	4,080.00	Autopsy fees Cwde Autopsy Williamson	01000	19SME587-A		2,035.00
				Autopsy fees Cwde Autopsy Dean	01000	19SME624-A		2,045.00
	4749	01/13/2020	4,123.00	Autopsy fees Cwde Autospy/Dudenhoeffer	01000	19SME737-A		2,088.00
				Autopsy fees Cwde Autospy/Peterson	01000	19SME589-A		2,035.00
			8,203.00	Vendor Total *				
Jessica Jessen	4750	01/13/2020	190.00	Serv Cwde investigation/Malone	01000			40.00
				Serv Cwde investigation/Coughenour	01000			150.00
			190.00	Vendor Total *				
Language Line Services	4914	01/15/2020	52.45	Crt cst Cwde inmate interpretation Dec	28000	4722709		52.45
			52.45	Vendor Total *				
McFarland Clinic	4753	01/13/2020	3,975.00	Serv Cwde Med. Examiner 2Q Clerical	01000	7629		975.00
				Serv Cwde Med. Examiner 2Q Stipend	01000	7629		3,000.00
	4842	01/15/2020	250.00	Serv Cwde pre employment screen/5	01000	2736356		250.00
			4,225.00	Vendor Total *				
MGMC Home Health & Hospice Sr	4755	01/13/2020	33,273.33	Serv. Cwde IDPH Grant September	01000			15,461.69
				Serv. Cwde IDPH Grant October	01000			17,811.64
			33,273.33	Vendor Total *				
Nevada Hardware Inc	4846	01/15/2020	20.13	Prts/Sup Cwde supplies	01000	19800		20.13
			20.13	Vendor Total *				
Office Depot	4802	01/14/2020	82.56	Sup Cwde office sup.	01000	78487608		82.56

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	Vendor Total		82.56	*				
One Source	4761	01/13/2020	140.00	Serv Cwde background checks x4	01000	20191231		140.00
	Vendor Total		140.00	*				
Page County Sheriff	4850	01/15/2020	32.00	Subpoena Cwde forfeiture complaint/Boyd	02000	17-002668		32.00
	Vendor Total		32.00	*				
Petersen Court Reporters Inc	4763	01/13/2020	195.70	Crt Cst Cwde DepositionCory PCCV049934	02000	16698		195.70
	Vendor Total		195.70	*				
Polk County Sheriff's Office	4854	01/15/2020	663.04	Crt Cst Cwde serv/English Crt Cst Cwde serv/Woods Crt Cst Cwde serv/Bryant	02000	1513		222.56
	Vendor Total		663.04	*		1544		222.56
					02000	1545		217.92
Polk County Treasurer	4764	01/13/2020	150.00	Serv Cwde Testimony/Prep Swalwell	02000	20-000285		150.00
	Vendor Total		150.00	*				
Postmaster	4855	01/15/2020	1,245.60	Postage Cwde pre stamped envelopes	28000			1,245.60
	Vendor Total		1,245.60	*				
PTS of America, LLC	4856	01/15/2020	3,916.00	Transp. Cwde transport/meester Transp. Cwde transport/james	01000	194468		800.00
	Vendor Total		3,916.00	*		195091		3,116.00
Raising Readers	4766	01/13/2020	1,495.74	Agncy srv Cwde service Sept-Dec 2019	01000			1,495.74
	Vendor Total		1,495.74	*				
Rasmusson Funeral Home	4765	01/13/2020	1,600.00	Serv Cwde transport/Hamilton Serv Cwde transport/Pixel Serv Cwde transport/Olson Serv Cwde transport/Brim	01000	1743		400.00
	Vendor Total		1,600.00	*		1743		400.00
Theresa A Ritland	4769	01/13/2020	433.80	Crt Cst Cwde depostion 12/9/19	02000			433.80

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	Vendor Total		433.80	*				
Shaffer's Auto Body Co Inc	4787	01/13/2020	1,220.87	Auto damage				
				Cwde Repair 2017 Expl GC354125	02000	60880		1,220.87
	Vendor Total		1,220.87	*				
Shive-Hattery, Inc.	4827	01/14/2020	15,168.60	Serv				
				Cwde work thru 1/3/20 TELC	32000	4062590-21		15,168.60
	Vendor Total		15,168.60	*				
Sigler Companies	4865	01/15/2020	1,513.84	Sup				
				Cwde awards/empl. recogn.	01000	631431		1,513.84
	Vendor Total		1,513.84	*				
State Bank & Trust	4790	01/13/2020	443.96	Fees				
				Cwde ACH payroll proc Oct-Dec	01000			443.96
	4870	01/15/2020	80.64	Fees				
				Cwde deposit slips	28000			80.64
	Vendor Total		524.60	*				
Story County Medical Center	4874	01/15/2020	19,358.42	Serv				
				Cwde inmate medical care	01000	168259		19,358.42
	Vendor Total		19,358.42	*				
Swanson Services Corp	4877	01/15/2020	365.50	Sup				
				Cwde packs/bars/soup	28000	44139		365.50
	Vendor Total		365.50	*				
Thomson Reuters - West	4879	01/15/2020	1,147.98	Supplies				
				Cwde west info chrg/Dec.	02000	841577300		1,147.98
	Vendor Total		1,147.98	*				
Thrifty White Pharmacy	4881	01/15/2020	6,864.81	Meds				
				Cwde inmate meds/Dec. 2019	01000	324985		6,864.81
	Vendor Total		6,864.81	*				
U.S. Cellular	4918	01/16/2020	12.44	Phn				
				Cwde GIS data plan 1/4-2/3/20	01000	0350337074		12.44
	Vendor Total		12.44	*				
Unity Point Clinic	4775	01/13/2020	378.00	Hlth/sfty				
				Cwde pre-emp drug screens x 9	01000	231169		378.00
	Vendor Total		378.00	*				
University Community Childcar	4776	01/13/2020	1,330.83	Serv.				
				Cwde Service December	01000			1,330.83
	Vendor Total		1,330.83	*				
VISA	4895	01/15/2020	855.14	Educ.				
				Cwde court cost	02000	2763		746.43
				Educ.				
				Cwde court ordered	01000	2728		108.71

Disbursement Date 01/23/2020

Vendor	Claim #	Date	Total Amount	Description	Fund	Invoice#	Line	Amount
	Vendor Total		855.14	*				
WEX Bank	4888	01/15/2020	69.88	Veh fls/mnt Cwde fuel/Dec. 2019	01000	63072553		69.88
	4891	01/15/2020	16.03	Veh fls/mnt Cwde fuel/Dec.	01000	63098461		16.03
	Vendor Total		85.91	*				
Wild Water Car Wash & Pet Was	4809	01/14/2020	5.00	Veh Fls/Mnt Cwde auto mnt 12/27-12/31/19	01000	8/26/1859		5.00
	Vendor Total		5.00	*				
Youth & Shelter Services, Inc	4780	01/13/2020	12,976.93	Serv. Cwde service November	01000			9,791.25
				Serv. Cwde service November	01000			3,185.68
	4781	01/13/2020	11,654.06	Serv. Cwde service November	01000			11,654.06
	4782	01/13/2020	7,789.64	Serv. Cwde service November	01000			932.64
				Serv. Cwde service November	01000			6,857.00
	4810	01/14/2020	1,707.78	Serv. Cwde 1st qtr/sub abuse grant	01000	5880 SS85		1,707.78
	Vendor Total		34,128.41	*				
	Department Total		180,683.45	**				
	Report Total		395,905.30	***				

The above claims are approved except as indicated for warrants issued 01/23/2020

Claims Disapproved: Total Claims \$ 395,905.30

Claim No. By Board of Supervisors

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Totals by Department  
 01 Board Of Supervisors 2,863.30

Disbursement Date 01/23/2020

Totals by Department

02 Auditor	2,105.67
03 Treasurer	5,640.49
04 County Attorney	4,124.21
05 Sheriff	47,635.21
07 Recorder	480.98
08 Animal Control	3,482.07
10 Gen.Betterment-40% L.O.	366.18
20 County Engineer	66,666.50
21 Veterans Affairs	552.69
22 Conservation Board	18,031.65
23 Environmental Health	1,083.64
24 I.R.V.M.	884.04
25 Community Services	6,869.74
26 Community Life	1,543.73
50 Human Services Center	12,713.96
51 Facilities Management	6,960.05
52 Information Technology	8,584.43
53 Planning & Development	400.52
54 Justice Center Facilities	11,771.58
59 Dept. Human Services	2,252.17
60 Mental Health Administr.	553.63
61 Juvenile Court Services	842.00
92 Dental Insurance	8,813.41
99 Countywide Services	180,683.45
Final Total	395,905.30

Handwritten Disbursements From 01/03/2020 to 01/17/2020

Disb#	Vendor#	Name	Fund	Funct	Obj	Dpt	Prj	Sub	Pay Date	Amount
178350	V	294 Butler County Sheriff	01000	01610	425	04			01/03/2020	60.00
				Atty Serv	JVJV7839/7840					
178351	V	2168 Ellsworth County Sheriff	01000	01610	425	04			01/03/2020	50.00
				Atty serv	JVJV 7839/7840					
									Handwritten Disb Total	110.00

Claim Grand Total: 396,015.30

End of report



**Story County Commission of Veterans Affairs**  
**Brett D. McLain, Director**  
Story County Human Services Center  
126 S. Kellogg Ave. Suite 001, Ames, Iowa 50010

Ph. 515-956-2626 Fax 515-956-2627  
www.storycountyIowa.Gov  
veteransaffairs@storycountyIowa.Gov

## REPORT OF VETERANS AFFAIRS COMMISSION

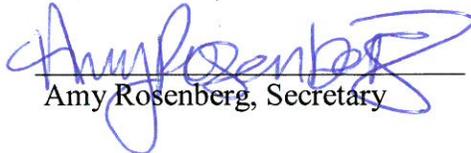
STATE OF IOWA,  
STORY COUNTY

We, the undersigned, members of the Veterans Affairs Commission, hereby certify that the following is a correct statement of the claim numbers and amount of assistance given to persons entitled to relief under Chapter 35B.10 Disbursement-inspection of records of the Code of Iowa, for the **Second Quarter FY 20 from October 1, 2019 to December 31, 2019.**

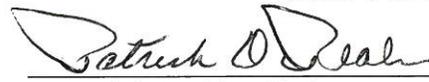
STORY CO. VA CLAIM #	ASSISTANCE	AMOUNT
F4696	Rent	\$397.00

**Total \$ 397.00**

  
Brett McLain, VA Director

  
Amy Rosenberg, Secretary

\_\_\_\_\_  
Monty Woodward, Member

  
Patrick Peakin, Chair

  
Nicolas Briseno, Member

\_\_\_\_\_  
Luke Vance, Member

**Applicant License Application ( )**

<b>Name of Applicant:</b>	<u>Prairie Vineyards, L.C.</u>		
<b>Name of Business (DBA):</b>	<u>Red Barn Wines</u>		
<b>Address of Premises:</b>	<u>56344 130th Street</u>		
<b>City</b> <u>Story</u> <b>City</b>	<b>County:</b> <u>Story</u>	<b>Zip:</b> <u>50248</u>	
<b>Business</b>	<u>(515) 450-2998</u>		
<b>Mailing</b>	<u>4523 Westbend Drive</u>		
<b>City</b> <u>Ames</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50014</u>	

**Contact Person**

<b>Name</b>	<u>John Miranowski</u>		
<b>Phone:</b>	<u>(515) 450-2998</u>	<b>Email</b>	<u>johnmiranowski@gmail.com</u>

**Classification** Class C Native Wine (WCN)

**Term:** 12 months

**Effective Date:** 02/01/2020

**Expiration Date:** ~~01/01/1900~~ 01/31/21

**Privileges:**

Class C Native Wine (WCN)

**Status of Business**

<b>BusinessType:</b>	<u>Limited Liability Company</u>		
<b>Corporate ID Number:</b>	<u>XXXXXXXXXX</u>	<b>Federal Employer ID</b>	<u>XXXXXXXXXX</u>

**Ownership**

**John Miranowski**

**First Name:** John

**Last Name:** Miranowski

**City:** Ames

**State:** Iowa

**Zip:** 50014

**Position:** Owner/Manager

**% of Ownership:** 100.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b>	<u>Hastings Mutual Insurance Company</u>		
<b>Policy Effective Date:</b>		<b>Policy Expiration</b>	
<b>Bond Effective</b>		<b>Dram Cancel Date:</b>	
<b>Outdoor Service Effective</b>		<b>Outdoor Service Expiration</b>	
<b>Temp Transfer Effective</b>		<b>Temp Transfer Expiration Date:</b>	



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

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Memorandum

To: Story County Board of Supervisors

From: Michael D. Cox, Director

Date: January 21, 2020

Re: Consideration of Addendum No. 1 To Iowa Department of Transportation Agreement 20-TAP-115 for a Federal Aid Program Project.

---

The attached addendum to a previously entered agreement, corrects a clerical mistake in the assignment of a number to this project. This is a grant receipt agreement which was approved on December 17, 2019 by the Story County Board of Supervisors. All terms and conditions are in force.

Staff urges your approval.

\_\_\_\_\_  
Approval

\_\_\_\_\_  
Disapproval

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**ADDENDUM No. 1  
TO IOWA DEPARTMENT OF TRANSPORTATION  
AGREEMENT 20-TAP-115  
FOR A FEDERAL-AID PROGRAM PROJECT**

Subrecipient: **Story County**

Subrecipient DUNS Number: **050813112**

Project Number(s): ~~TAP-U-C085(154)—8I-85~~ Correction: TAP-R-C085(154)—8T-85

Iowa DOT Agreement Number: **20-TAP-115**

This is an addendum to the agreement between Story County (hereinafter referred to as the Subrecipient) and the Iowa Department of Transportation, the federal pass-through entity (hereinafter referred to as the Department). Iowa Code Sections 306A.7 and 307.44, provide for the Subrecipient and the Department to enter into agreements with each other for the purpose of financing transportation improvement projects in Iowa with federal funds.

Whereas the Subrecipient and the Department previously entered into Agreement No. 20-TAP-115 for the above referenced project.

Subsequent to the execution of Agreement No. 20-TAP-115 it was determined that the project number was incorrect. Previously executed 20-TAP-115 shall remain in effect except as amended herein.

Now, therefore, it is agreed as follows:

1. The project number TAP-U-C085(154)--8I-85 in the heading is stricken and replaced with the following:  
TAP-R-C085(154)—8T-85
2. This addendum is not assignable without the prior written consent of the Department.
3. If any part of this addendum is found to be void and unenforceable, the remaining provisions of this addendum shall remain in effect.
4. It is the intent of both parties that no third-party beneficiaries be created by this addendum.
5. This addendum shall be executed and delivered in two or more copies, each of which so executed and delivered shall be deemed to be an original and shall constitute but one and the same addendum.
6. This addendum, as well as the unaffected provisions of previously executed Agreement No. 20-TAP-115 referenced herein, constitute the entire agreement between the Department and the Subrecipient concerning this project. Representations made before the signing of this addendum are not binding, and neither party has relied upon conflicting representations in entering into this addendum. Any change or alteration to the terms of this addendum shall be made in the form of a subsequent addendum. The addendum shall become effective only upon written approval of the Department and the Subrecipient.

IN WITNESS WHEREOF, each of the parties hereto has executed Addendum No. 1 as of the date shown opposite its signature below.

**SUBRECIPIENT: Story County**

This agreement was approved by official action of the [county name] Board of Supervisors in official session on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
County Auditor

\_\_\_\_\_  
Chair, Board of Supervisors

**IOWA DEPARTMENT OF TRANSPORTATION**  
Planning, Programming and Modal Division  
800 Lincoln Way, Ames, Iowa 50010  
Tel. 515-239-1664

By: \_\_\_\_\_ Date \_\_\_\_\_

Craig Markley  
Director  
Office of Systems Planning





# GALE MOTE ASSOCIATES

*Training People, Inspiring Growth*

January 15, 2020

Ms. Noelle McLatchie  
Human Resources Generalist  
Story County  
900 6<sup>th</sup> Street  
Nevada, IA 50201-2087

## **STATEMENT OF WORK**

---

I am pleased to present the following Request for Proposal for your favorable consideration:

Gale Mote Associates will custom design and facilitate a 2-hour workshop on professionalism and civility in the workplace for the employees of Story County.

### **What business need will be met by this training?**

- Increased engagement as employees create a positive workplace for one another
- Improved customer satisfaction
- Increased innovation and creativity as team members communicate and collaborate more effectively with one another

### **What will participants do differently or better?**

- Respond, not react to difficult co-workers and customer situations
- Communicate tactfully and respectfully with empathy for others
- Build positive relationships with co-workers and customers

### **What or who could confirm these changes?**

- Individuals (self-awareness)
- Peers (within same department or different departments)
- Immediate manager
- Customers

## **What are the specific criteria for success?**

Participants will be respectful and kind to one another, making positive choices about how they communicate and collaborate.

### **Proposed Content/Training Outline:**

- Welcome, Introductions and Objectives
- Toxic Behaviors and Difficult Co-Workers
  - Examples
  - What are the costs?
- What brings out the jerk inside of each of us?
  - Emotional Intelligence Techniques
    - Emotional Self-Awareness
    - Impulse Control
    - Empathy
    - Reality Testing (Reframing Thoughts)
  - Overcoming unconscious bias
  - Eliminating victim thinking and blame
    - Own it
    - Stay Above the Line™
- How am I showing up? Let's Practice!
  - Rephrasing blunt communication – be respectful
  - Deliver exceptional customer service – internal and external
    - Phone etiquette
    - Face to Face
    - Email
  - Professionalism norms – behaviors we cannot live without
- Be the team member others want and deserve
  - How to develop an outward mindset
  - Be trustworthy
  - 3 Virtues of the Ideal Team Player (Patrick Lencioni)
    - Humble
    - Hungry
    - Emotionally Intelligent
- Action-planning and celebration of learning

### **Structure and Logistics:**

The training will be facilitated on site at the County Administration Building at 900 6<sup>th</sup> Street in Nevada, IA.

The session will be repeated twice to allow more employees to participate. The first session will be from 9:00 am – 11:00 am. The second session will be from 1:00 pm – 3:00 pm.

I prefer the meeting room be setup in small pods to support 4-6 team members per table. Round tables are preferred with participants seated in half-rounds so no one has his back to the front of the room. If round tables are not available, rectangular tables arranged for small groups is acceptable. The tables should be angled so no one has her back to the front of the room. I also request one six-foot presenter table in the front of the room for my props and materials.

All of my sessions are participant centered and instructor led. As a Certified Professional in Learning and Performance (CPLP®) by the Association for Talent Development (ATD), I am a recognized expert in adult learning, training design and delivery. I am a Certified Coach and Facilitator for EQ-i 2.0, a psychometric assessment which measures emotional intelligence and how it can impact people and the workplace. I am also a Certified Facilitator with Everything DiSC® Workplace and an Accredited Facilitator for the Five Behaviors of a Cohesive Team™. Training professionally for over 29 years, my sessions are creative, energizing and get results.

### **Audio-Visual Requirements:**

- LCD Projector
- Screen
- Sound for Laptop
- Easel Stand with Flip Chart paper
- Wireless Internet

I will bring my own laptop.

Gale Mote will design and duplicate all training materials.

### **Availability:**

The training is scheduled for Thursday, January 23, 2020.

**Estimated Investment:**

Design, preparation and facilitation	\$2,925.00
Less Government Discount (30%)	<\$877.50>

Materials (60 Employees)	\$ 400.00
--------------------------	-----------

*Travel Expenses (Round Trip from Mount Vernon, IA):*

Mileage (225 Miles)	\$ 129.38
Travel time (4 Hours)	\$ 520.00
Hotel and Meals	\$ 155.00

Total Estimated Investment	<b><u>\$3,251.88</u></b>
Total Estimated Investment per Participant	\$ 54.20

I invoice my customers on a time and material basis. Any material expenses (notebooks, handouts, etc.) are billed at cost. Travel expenses are billed at \$.575 per mile for mileage and \$130 per hour travel time. Hotel and meals are invoiced at cost. My established rate for professional services provided is \$225 per hour. Clerical services are billed at \$40 per hour.

I value my relationship with you and Story County. Our partnership is based on integrity, mutual respect and mutual trust. I am committed to helping you achieve your goals through outstanding training, consulting services and support.

Respectfully submitted,

Gale J. Mote  
Gale Mote Associates

**ACCEPTANCE:**

\_\_\_\_\_

name	date
------	------

\_\_\_\_\_

title



## Exhibit A to Amendment No. 1

### A. Project Description

The project involves performing design and preparation of plans and specifications for the replacement of the 150<sup>th</sup> Street bridge over Skunk River (Bridge #3-31-N10, FHWA #316250).

Preliminary design performed under the AGREEMENT revealed the need to raise the profile grade by approximately 3 feet to obtain the desired bridge freeboard. Additionally, the proposed bridge will not use IA DOT H24 standards, so the bridge plans will need to be fully detailed. Additionally, the piers will need to be designed and detailed for the actual configuration (e.g. span lengths, skew, and ice forces).

This Amendment includes design engineering services as described below in B.

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

Note: Items below were previously defined in the AGREEMENT.

1. Project Management and Meetings
2. Topographic Survey
3. Hydrologic and Hydraulic Analysis and Permitting
4. Preliminary and Final Design
5. Construction Administration

#### 3. **Hydrologic and Hydraulic Analysis and Permitting**

- a. Examine additional profile grade options
- b. Create and analyze proposed model for preferred raised profile grade
- c. Provide TS&L Hydraulic Data

#### 4. **Preliminary and Final Design**

- a. Detail bridge plans and perform pier design
- b. A Storm Water Pollution Prevention Plan (SWPPP) will be prepared and the Notice of Intent and application for the Iowa General Stormwater Permit No. 2.
- c. Prepare and submit applicable construction permit application package to Iowa Department of Natural Resources.
- d. Review impact of grade raise on ROW and determine easement limits



**AMENDMENT NO. 1  
TO PROFESSIONAL SERVICES AGREEMENT**

WHEREAS, **Story County, IA** (Client) and WHKS & Co. (WHKS) executed a Professional Services Agreement dated **12/18/2018** for certain engineering services for **150<sup>th</sup> Street over Skunk River Bridge Replacement** (Project), and

WHEREAS, the Agreement described a scope of services and was based on completion of certain services, and

WHEREAS, the Client has requested **Final Pier Design/Detailing, Additional Bridge Layout Options, and ROW impact** services for the **150th Street over Skunk River Bridge Replacement** as described in more detail in attached Exhibit A, and

NOW THEREFORE, the Client and WHKS hereby agree the amended compensation for services shall be modified to the following:

**Basis of Compensation**

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

**Billed Hourly with a Not-to-Exceed Fee of \$15,000 including Expenses.**

Executed this \_\_\_\_\_ day of January, 2020

**Story County, IA**

**WHKS & CO.**

By: \_\_\_\_\_

By: 

Printed Name: \_\_\_\_\_

Printed Name: Derek J. Thomas, P.E.

Title: \_\_\_\_\_

Title: Principal

Recommended for approval by:

 1-14-2020

Darren R. Moon, P.E.      Date

# Story County Emergency Management Storage Rental Agreement

**Lessee:** Story County Emergency Management Commission  
Attn: Keith Morgan  
900 6<sup>th</sup> St.  
Nevada, IA 50201

1. This rental agreement is between the Story County, Iowa (Story), and the Lessee to lease the maintenance shed located at 1521 Florida Ave., Ames, IA.
2. The term of this rental agreement shall commence on October 1, 2019. The lease agreement shall be automatically renewed each twelve (12) months.
3. Total rental charges for the year will be \$2,600.00, consisting of \$1,400.00 for utilities (gas electric, water/sewer) and \$1,200.00 for maintenance and upkeep (snow removal and weed control). Payment for the first year shall be made within thirty (30) days of the signing of the contract by both parties and shall be paid to by October 31<sup>st</sup> of subsequent years:

Story County Treasurer  
900 6<sup>th</sup> St.  
Nevada, IA 50201

4. This agreement may be terminated by either party upon thirty (30) days' prior written notice to the other party. In the event of termination, any prepaid rent will be refunded to the lessee within 30 days of vacating the property. Any damages to Story facilities, caused by the lessee, will be deducted from any prepaid rent before refunding to the lessee. Story will provide a written summary of the damages and the costs estimated for its repair.

5. Lessee is responsible for providing insurance for goods stored. Story carries no insurance for goods stored and is NOT responsible for damage to lessee's goods caused by fire, water, natural disaster, vandalism, burglary, or any other cause.
6. Story will provide snow removal during regular and normal business hours. After hours snow removal will be in an emergency situations only.
7. Lessee understands that Story may use the exterior of the property for storage, and that this agreement is for interior storage space only.
8. This agreement is governed by the laws of the State of Iowa with venue in Story County District Court.

***Agreement: I understand and agree to adhere to this rental agreement as written. Any changes or modifications to this rental agreement will need to be made in writing and signed/dated by all parties.***

X 

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Chair, Story County Emergency Management ...

---

X

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Chair, Story County Board of Supervisors

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RoseRush Services, LLC  
P.O. Box 2006  
Buena Vista, CO 81211

Phone 800.533.8599  
www.ShelterPro.com  
info@ShelterPro.com

January 8, 2020

Re: **Story County Animal Control & Shelter  
Story County, IA**

---

Thank you for the opportunity to meet the software needs for your Animal Services organization. This letter discusses the requested quote for the purchase and deployment of Shelter Pro based on our discussion.

### **Overview**

Shelter Pro Software is provided by RoseRush Services, LLC. Shelter Pro is a MS Windows based software application which provides a comprehensive solution for animal services management. Bids are for software only and do not include the hardware necessary to run the application.

For the quote, here's the list of everything I understood to be included in the project:

- **Shelter Pro Software - Initial software purchase;**
- **Annual software licensing, technical support and upgrades to be included;**
- **Training;**

Optional items discussed include:

- **Shelter Pro Portal.**
- **Shelter Pro Partners services.**

Hopefully the above list captures everything requested. Please let me know if anything is missing. Each item and pricing is discussed in the rest of this letter, along with a one-page summary of pricing.



RoseRush Services, LLC  
P.O. Box 2006  
Buena Vista, CO 81211

Phone 800.533.8599  
[www.ShelterPro.com](http://www.ShelterPro.com)  
[info@ShelterPro.com](mailto:info@ShelterPro.com)

January 8, 2020

Re: Story County Animal Control & Shelter  
Story County, IA

---

### **Initial software purchase**

The pricing for the initial purchase of Shelter Pro Software will include the following modules:

- Animal Control;
- Shelter Management;
- Animal Identification;
- Donations;
- Traps;
- Accounting.

The software is Windows based client/server. Microsoft SQL Server will be the back-end database. Customer will be responsible for providing Microsoft SQL Server 2005 or later, and associated Database Administration Support. RoseRush Services will provide:

- Shelter Pro Software server installs and instructions, to be executed by customer IT;
- Shelter Pro Software workstation (client) installs and instructions, to be executed by customer IT;
- Any other guidance during the installation will be provided via phone support. If system access is necessary, this would be done remotely via remote access.

Shelter Pro Software is responsible for providing support for the software application and secondary software products and/or services provided. Customer will be responsible for providing and supporting the computing environment. This includes but is not limited to all computer hardware and peripherals, networks, communications, cloud/virtual services, etc.

**Price quote:     \$2395 one time.**



RoseRush Services, LLC  
P.O. Box 2006  
Buena Vista, CO 81211

Phone 800.533.8599  
www.ShelterPro.com  
info@ShelterPro.com

January 8, 2020

Re: Story County Animal Control & Shelter  
Story County, IA

---

### **Annual software licensing, support and upgrades**

Shelter Pro Software is licensed on an annual basis. Pricing is based on the number of concurrent users a customer needs to support in their environment. That number represents the number of user sessions can be open, in other words logged into Shelter Pro, at any one point in time. The concurrent user count can be set to any number desired by customer at the pricing point for that number. The minimum is five concurrent users.

Annual pricing includes:

- Annual software licensing;
- Technical support for Shelter Pro Software;
- Software version and build upgrades.

**Price quote (year 1): \$1895 for 6 concurrent users.**

If more users are required, pricing would change based on the number of additional users.

**Price quote (future): same schedule as above for annual renewals.**

This is based on current pricing. Prices are subject to change in the future.

### **Training (optional, and highly recommended)**

Training can be provided to targeted audiences with emphasis on specific aspects of Shelter Pro. Sessions typically last from three to four hours, depending on the content being covered and the number of questions that are asked. Sessions would be administered remotely using GoToMeeting or similar technology.

Customer will need to coordinate having session attending participants together in a room to share a common computer screen for each session. The number of attendees is at customer discretion, however we strongly urge customers to use a '**train the trainer**' approach. This will best position the customer with their own 'Shelter Pro experts' who will make a great impact in helping your organization get the most value out of the software.

**Price quote: \$500 for 1 session.**



RoseRush Services, LLC  
P.O. Box 2006  
Buena Vista, CO 81211

Phone 800.533.8599  
www.ShelterPro.com  
info@ShelterPro.com

January 8, 2020

Re: Story County Animal Control & Shelter  
Story County, IA

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## Data conversion

Data conversion services are offered to assist customers needing to migrate data content from a legacy system to a new Shelter Pro deployment. These services typically call for the creation and acceptance testing of a custom program. In almost all cases, these services can be provided. Pricing is determined after an initial review/analysis is performed by Shelter Pro Software, coupled with the specific data categories that a customer chooses for their conversion. To perform the analysis, Shelter Pro Software requires a copy of the legacy database(s) for analysis and conversion viability.

**Price quote:** Not included/requested

## Shelter Pro Portal

Shelter Pro Portal is an optional web-based portal service that provides public access to an organization. This includes a live connection to customer's Shelter Pro database so that the data content is actively refreshed and certain transactional capabilities can be provided to local pet owners and citizens. Some examples of common functions provided with this service include:

Stand-alone website, and/or an iFrame integrated within an organization's master website;

- Customizable page content;
- "My account" functionality for pet owners, including "Add a Pet", and online pet licensing purchases;
- Donation processing;
- A page for searching and viewing pets available for adoption;
- A page for searching and viewing stray pets which are being held;
- Other customizable tabs with specific page content.

Pricing is based on a combination of the major functions a customer chooses to utilize coupled with the number of citizen records a customer maintains on their Shelter Pro database. In other words, pricing scales depending on a customer's size. Fees are collected annually and can re-adjust each year if a change in functionality is requested and/or a customer's citizen record count adjusts and crosses one of the pricing tiers.

**Price quote:** **\$1,300 per year per 10,000 persons.** Other details are available. If interested, please contact Shelter Pro Software to discuss specific functional needs and the associated pricing tiers.



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### Shelter Pro Partners services

Shelter Pro Partners services provide valuable extras that are typically are no-cost and in some cases are revenue producing. These include:

- **Microchip Interface Service:** For customers who are purchasing and implanting microchips, this service allows for automated owner/pet/microchip registrations with the microchip provider. By automating registrations, the providers are better able to fulfill their primary goal of providing valued lost pet recovery services. Not all microchip providers participate in this service, but many well-known brands do participate. Check with Shelter Pro software for further details and a list of participating providers.
- **Branded license providers:** Some customers choose to use a branded tag for license/registration/rabies tags. This service allows for automated owner/pet/microchip registrations with the branded tag provider. By automating registrations, the providers are better able to fulfill their primary goal of providing valued lost pet recovery services. Check with Shelter Pro software for further details and a list of participating providers.
- **Pet Health insurance partners:** This one is revenue producing. This partnership focuses on helping pet owners to become aware of available pet health insurance products. This is a data sharing service that is integrated within Shelter Pro and is optional. The optional major categories of data content that may be shared include:
  - **Adopters: persons who have adopted a new pet (Shelter Management module required);**
  - **Owner redemptions: person who have redeemed (Shelter Management module required);**
  - **Clinic pet owners: person who have used clinic services (Shelter Management module required);**
  - **Other ownership forms: includes known owners due to licensing and other forms of known pet ownership (Animal Identification module required);**

Price quote:                    No fee. These services are available at customer's discretion.



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### Complete Pricing Summary

In summary, the start-up cost quote is as follows:

Description	Quote
Shelter Pro Software – module purchase	\$2,395
Shelter Pro Software - Annual software licensing, support and upgrades (year one)	\$1,895
Data Conversion services	Not included
Training	\$500
Shelter Pro Portal	Not included
Shelter Pro Partners	\$0
<b>Start-up grand total</b>	<b>\$4,790</b>

For future year budgeting purposes, annual software renewals, including support and upgrades is as follows:

Description	Quote
Shelter Pro Software - annual software licensing renewal, including support, upgrades	\$1,895
Shelter Pro Portal - annual fee	Not included
<b>Annual grand total</b>	<b>\$1,895</b>



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### **Final summary**

A few details to be aware of:

- 1) A signed copy (fax is fine) of the Shelter Pro Order Form is required to commence the purchase. Here is a link to the form - [http://www.shelterpro.com/Download/OrderForms/Shelter\\_Pro\\_Order\\_Form\\_SQL\\_Server.pdf](http://www.shelterpro.com/Download/OrderForms/Shelter_Pro_Order_Form_SQL_Server.pdf)
- 2) A purchase order or payment is required to commence the project and software installation;
- 3) Pricing does not include MS SQL Server. Pricing only includes Shelter Pro Software;
- 4) Documentation is provided in soft copy PDF form. Customers are authorized to print/bind as many copies as desired for internal use;
- 5) Remote access for support purposes is not required, but is essential to receive the highest quality software support. We will work through this during the installation process;
- 6) Customer will need to assign staff member(s) to do the initial software installation. The person assigned will be supported by RoseRush Services, LLC (Shelter Pro provider) as the initial installation and for future support needs.
- 7) Pricing is guaranteed for 90 days from date of this quote. Prices are subject to change.

Hopefully this covers everything. Feel free to call with any questions or if there are any other services needed in connection with this project.

I look forward to being of future service.

Sincerely,

Bill Duncan  
President - RoseRush Services, LLC  
936.273.1904



# 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: January 16, 2020

TO: Board of Supervisors

FROM: Joby J. Brogden >9

RE: Justice Center Roof Top HVAC Equipment Replacement

Story County Received three bids for the Justice Center roof top HVAC equipment replacement project. The bids received are as follows;

- Bergstrom Construction, Des Moines IA- \$424,000.00
- HPC, Ames IA - \$460,000.00
- Proctor Mechanical, Des Moines IA - \$538,400.00

After reviewing the bids received, the Facilities Management department would like to recommend to the Board of Supervisors accept and award to the lowest bidder, Bergstrom Construction, in the amount of \$424,000.00.



SECTION 00 4100  
BID FORM

THE PROJECT AND THE PARTIES

1.01 TO:

Story County  
900 Sixth Street  
Nevada, Iowa 50201

1.02 FOR:

A. Project: Story County Justice Center Jail Housing Facility HVAC Replacement

1.03 DATE: 1/14/20 (BIDDER TO ENTER DATE)

1.04 SUBMITTED BY: (BIDDER TO ENTER NAME AND ADDRESS)

**Tom Gorgas**  
A. Bidder's Full Name **Bergstrom Construction Inc.**  
1719 Hull Ave.  
1. Address **Des Moines, IA 50313**  
Ph: 515-266-5146  
2. City, State, Zip **Fx: 515-266-7072**  
**Cl: 515-202-6656**

1.05 OFFER

A. Having examined the Place of The Work and all matters referred to in the Instructions to Bidders and the Bid Documents prepared by Roseland Mackey Harris Architects, P.C. for the above mentioned project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Sum of:

B. Four hundred twenty four  
thousand + 07/100 dollars  
(\$ 424,000.07/100), in lawful money of the United States of America.

- C. We have included the required security deposit as required by the Instruction to Bidders.  
D. We have included the required performance assurance bonds in the Bid Amount as required by the Instructions to Bidders.  
E. All applicable federal taxes are excluded and State of Iowa taxes are excluded from the Bid Sum.

1.06 ACCEPTANCE

- A. This offer shall be open to acceptance and is irrevocable for thirty days from the bid closing date.  
B. If this bid is accepted by Owner within the time period stated above, we will:  
1. Execute the Agreement within seven days of receipt of Notice of Award.  
2. Furnish the required bonds within seven days of receipt of Notice of Award.  
3. Commence work within 15 days after written Notice to Proceed of this bid.  
C. If this bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bond(s), the security deposit shall be forfeited as damages to Owner by

reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.

**1.07 CONTRACT TIME**

A. If this Bid is accepted, we will:

1. Complete the Work in 21 calendar weeks from the commencement date. (Bidder to enter number of weeks.)

**1.08 ADDENDA**

A. The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Sum.

1. Addendum # 1 Dated 1/7/20
2. Addendum # 2 Dated 1/9/20

**1.09 BID FORM SIGNATURE(S)**

- A. \_\_\_\_\_
- B. (Bidder - print the full name of your firm)
- C. \_\_\_\_\_
- D. (Authorized signing officer, Title)

*Tom Gorgas - President*

END OF SECTION

**Tom Gorgas**  
**Bergstrom Construction Inc.**  
1719 Hull Ave.  
Des Moines, IA 50313  
Ph: 515-266-5146  
Fx: 515-266-7072  
Cl: 515-202-6656  
e-mail: gorgas.tom@gmail.com

SECTION 00 4100  
BID FORM

THE PROJECT AND THE PARTIES

1.01 TO:

Story County  
900 Sixth Street  
Nevada, Iowa 50201

1.02 FOR:

A. Project: Story County Justice Center Jail Housing Facility HVAC Replacement

1.03 DATE: 1/14/20 (BIDDER TO ENTER DATE)

1.04 SUBMITTED BY: (BIDDER TO ENTER NAME AND ADDRESS)

A. Bidder's Full Name HPC, L.L.C.

1. Address 120 North Sherman Ave.

2. City, State, Zip Ames, IA 50010

1.05 OFFER

A. Having examined the Place of The Work and all matters referred to in the Instructions to Bidders and the Bid Documents prepared by Roseland Mackey Harris Architects, P.C. for the above mentioned project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Sum of:

B. four hundred sixty thousand  
dollars

(\$ 460,000.00), in lawful money of the United States of America.

- C. We have included the required security deposit as required by the Instruction to Bidders.
- D. We have included the required performance assurance bonds in the Bid Amount as required by the Instructions to Bidders.
- E. All applicable federal taxes are excluded and State of Iowa taxes are excluded from the Bid Sum.

1.06 ACCEPTANCE

- A. This offer shall be open to acceptance and is irrevocable for thirty days from the bid closing date.
- B. If this bid is accepted by Owner within the time period stated above, we will:
  - 1. Execute the Agreement within seven days of receipt of Notice of Award.
  - 2. Furnish the required bonds within seven days of receipt of Notice of Award.
  - 3. Commence work within 15 days after written Notice to Proceed of this bid.
- C. If this bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bond(s), the security deposit shall be forfeited as damages to Owner by



reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.

**1.07 CONTRACT TIME**

A. If this Bid is accepted, we will:

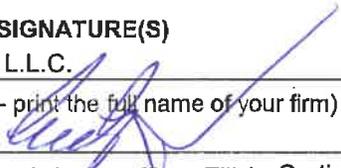
1. Complete the Work in 20 calendar weeks from the commencement date. (Bidder to enter number of weeks.)

**1.08 ADDENDA**

A. The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Sum.

1. Addendum # 1 Dated 1/7/2020.
2. Addendum # 2 Dated 1/9/2020.

**1.09 BID FORM SIGNATURE(S)**

- A. HPC, L.L.C.
- B. (Bidder - print the full name of your firm)
- C. 
- D. (Authorized signing officer, Title) Curtis Pike, Manager

**END OF SECTION**



**SECTION 00 4100  
BID FORM**

**THE PROJECT AND THE PARTIES**

**1.01 TO:**

Story County  
900 Sixth Street  
Nevada, Iowa 50201

**1.02 FOR:**

A. Project: Story County Justice Center Jail Housing Facility HVAC Replacement

**1.03 DATE: January 14, 2020 (BIDDER TO ENTER DATE)**

**1.04 SUBMITTED BY: (BIDDER TO ENTER NAME AND ADDRESS)**

A. Bidder's Full Name Proctor Corporation dba Proctor Mechanical

1. Address 1100 Hoak Drive

2. City, State, Zip West Des Moines, IA 50265

**1.05 OFFER**

A. Having examined the Place of The Work and all matters referred to in the Instructions to Bidders and the Bid Documents prepared by Roseland Mackey Harris Architects, P.C. for the above mentioned project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Sum of:

B. Five hundred thirty eight  
thousand four hundred dollars

(\$ 538,400), in lawful money of the United States of America.

C. We have included the required security deposit as required by the Instruction to Bidders.

D. We have included the required performance assurance bonds in the Bid Amount as required by the Instructions to Bidders.

E. All applicable federal taxes are excluded and State of Iowa taxes are excluded from the Bid Sum.

**1.06 ACCEPTANCE**

A. This offer shall be open to acceptance and is irrevocable for thirty days from the bid closing date.

B. If this bid is accepted by Owner within the time period stated above, we will:

1. Execute the Agreement within seven days of receipt of Notice of Award.
2. Furnish the required bonds within seven days of receipt of Notice of Award.
3. Commence work within 15 days after written Notice to Proceed of this bid.

C. If this bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bond(s), the security deposit shall be forfeited as damages to Owner by



reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.

**1.07 CONTRACT TIME**

A. If this Bid is accepted, we will:

1. Complete the Work in 16 calendar weeks from the commencement date. (Bidder to enter number of weeks.)

**1.08 ADDENDA**

A. The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Sum.

1. Addendum # 1 Dated January 7, 2020.
2. Addendum # 2 Dated January 9, 2020.

**1.09 BID FORM SIGNATURE(S)**

- A. Proctor Corporation dba Proctor Mechanical
- B. (Bidder - print the full name of your firm)
- C.  President
- D. (Authorized signing officer, Title)

**END OF SECTION**

