

The Board of Supervisors met on 7/15/25 at 10:00 a.m. in the Story County Administration Building. Lisa Heddens and Linda Murken, with Heddens presiding. Latifah Faisal absent. (all audio of meetings available at [storycountyiowa.gov](http://storycountyiowa.gov)); any resolution is effective upon signature and can be inspected during business hours, Monday-Friday, 8-4:30, at 900 6<sup>th</sup> Street, Nevada, Iowa)

**ADOPTION OF AGENDA:** Heddens asked to move Additional Item #1 for consideration following the Proclamation. Murken moved, Heddens seconded adopting the agenda with noted change. Motion carried unanimously (MCU) on a roll call vote.

**PROCLAMATION DECLARING AUGUST 2025 AS NATIONAL WATER QUALITY MONTH:** The Board read the Proclamation in full. Murken moved, Heddens seconded the approval of the Proclamation declaring August 2025 as National Water Quality Month. Roll call vote. (MCU)

**FUNDING REQUEST FROM COMMUNITY AND FAMILY RESOURCES (CFR) FOR DETOX SERVICES:** Michelle De La Riva, Executive Director, Community and Family Resources (CFR), reported (via Zoom), that as part of the realignment of the Iowa Department of Health and Human Services, its funding model no longer includes medically-managed high-intensity inpatient treatment (American Society for Addiction Medicine (ASAM) Level 3.7). In order to cover this form of detoxification, CFR is asking each County to pay for this treatment with Opioid Settlement funding on a fee-for-service basis, beginning on 7/1/25. Discussion took place. De La Riva reported if there is no funding, CFR will direct clients to go a hospital for treatment. Additional discussion took place. Heddens reported on funding criteria for Opioid Settlement dollars. Lisa Markley, Assistant Auditor, stated a contract would need to be drawn up and reviewed prior to any decision. Heddens added it would be for up to \$9,000.00 with funds drawn down as needed. Discussion took place. Murken moved, Heddens seconded approving development of a contract to be sent to Story County for review by the Auditor's Office, the Board, and the County Attorney's Office, and then be placed on a future agenda for consideration. Roll call vote. (MCU)

**YOUTH AND SHELTER SERVICES (YSS) ANNUAL REPORT:** Andrew Allen, President and Chief Executive Officer, reported on service changes, financial challenges and uncertainties, the recovery campus, the Rosedale Shelter, and the crisis stabilization program. Mandy Schrank, Associate Director, Community Youth and Family Development, reported on grants and highlighted programs.

**YOUTH AND SHELTER SERVICES (YSS) ANNUAL AMERICAN RESCUE PLAN ACT (ARPA) REPORT:** Cassandra Cruz, reported on the individuals served and provided statistics for the Rapid Housing program.

**UNIVERSITY COMMUNITY CHILDCARE (UCC) ANNUAL REPORT:** Stacy Lehman, Executive Director, highlighted (via Zoom) items from the submitted report, including remodeling, road construction, and staffing and funding challenges.

**MINUTES:** 7/8/25 Minutes – Murken moved, Heddens seconded approving 7/8/25 Minutes as presented. Roll call vote. (MCU)

**CLAIMS:** 7/17/25 Claims of \$1,385,588.66 (run date 7/11/25, 31 pages, on file in the Auditor's Office) and authorize the Auditor to issue checks in payments of these claims and payment requests from CIDTF (\$2,037.87), Emergency Management (\$12,971.47), E911 (\$445.84), County Assessor (\$209.70), City Assessor (\$47,943.28), Central Iowa Community Services (\$132,481.39). Murken moved, Heddens seconded approving claims as presented. Roll call vote. (MCU)

Murken moved, Heddens seconded approving the Consent Agenda as listed.

1. Contract with Manatt's for HMA Paving Project #L-F17--73-85 for \$107,111.00
2. Quarterly and Yearly Report for the following offices: Auditor; Recorder; Sheriff
3. New Security Window for Attorney's Office at the Human Services Center (HSC)
4. Use of the County Credit card for agreement between Story County and GoDaddy for domain renewals and protection, effective 7/31/25-7/30/30, for \$439.80
5. FY25 Physical Inventory Audit Report
6. Service Agreement with A&M Laundry Services, Inc. for mop and rug rental and laundry services at the following County buildings: Animal Control; McFarland Park; Human Services Center; Administration Building; Justice Center
7. Resolution #26-07 Bridge Embargo
8. June 2025 Quarterly American Rescue Plan Act (ARPA) compliance report
9. Agreement with Bolton & Menk Inc. for Preliminary Design Services for the Deppe Family Conservation Area for \$9,500.00
10. Agreement with Snyder & Associates Inc. for Preliminary Design Services for R-38 Bike Lanes Alternatives for \$92,300.00
11. Contract with Shive Hattery for Design Engineering for the Tedesco Environmental Learning Corridor (TELC) Phase 4 Project for \$93,800.00
12. Final Change Order with Harold Pike Construction for the McFarland Park Shop Project for \$51,410.90
13. Contract with Ames Regional Economic Alliance (The Alliance) and Story County for Economic Development Planning Consulting Services, effective 7/1/25-6/30/26, for \$110,000.00
14. Contract with Ames Regional Economic Alliance (The Alliance) and Story County for Workforce Development Consulting Services, effective 7/1/25-6/30/26, for \$40,000.00
15. Memorandum of Understanding (MOU) between Story County, the City of Ames, and the Iowa Judicial Branch to hold court in Ames, effective 7/1/25-6/30/26
16. Utility Permits: #26-8398; #26-8399

Roll call vote. (MCU)

**FIRST CONSIDERATION OF ORDINANCE NO. 327, AMENDING CHAPTER 80, FLOODPLAIN MANAGEMENT PROGRAM OF THE STORY COUNTY CODE OF ORDINANCES:** Leanne Harter, Planning and Development Director, reported this is a text amendment as advised by the Iowa Department of Natural Resources following a Community Assistance Visit (CAV). Harter outlined ordinance procedures and stated no public comments were received. She reviewed the proposed amendments to the text, listed alternatives available to the Board, and stated staff recommends approval. Discussion took place. Heddens opened the public hearing at 10:49 a.m., and, hearing none, she closed the public hearing at 10:49 a.m. Murken moved, Heddens seconded approving First Consideration of Ordinance No. 327, Amending Chapter 80, Floodplain Management Program of the Story County Code of Ordinances with modifications as noted, and set Second Consideration for Tuesday, 7/22/25. Roll call vote. (MCU)

**RESOLUTION #26-04, TO ENTER INTO AN AGREEMENT TO PURCHASE THREE ACRES MORE OR LESS IN SECTION 19 OF HOWARD TOWNSHIP, OWNED BY STEVEN J. SANDVOLD TRUST, FOR \$6,000.00 AND AUTHORIZE THE SIGNATURE OF THE CHAIRMAN OF THE BOARD OF SUPERVISORS UPON THE OFFER TO BUY REAL ESTATE AND ACCEPTANCE, AND ALL OTHER NECESSARY DOCUMENTATION NECESSARY TO EFFECTUATE THE PURCHASE:** Mike Cox, Conservation Director, reported on the agreement is for approximately three acres of wooded property adjacent to the Skunk River Greenbelt, and bordering land owned by Story Conservation. The Conservation Board recommends approval. He noted a directional change in the first paragraph. Heddens opened the public hearing at 10:52 a.m., and, hearing none, she closed the public hearing at 10:52 a.m. Murken moved, Heddens seconded approving Resolution #26-04, to enter into an agreement to purchase three acres more or less in Section 19 of Howard Township, owned by the Steven J. Sandvold Trust, for \$6,000.00 and authorize the signature of the chairman of the Board of Supervisors upon the offer to buy real estate and acceptance, and all other necessary documentation necessary to effectuate the purchase. Roll call vote. (MCU)

**RESOLUTION #26-08, FY25 FUND BALANCE RESOLUTION:** Lisa Markley, Assistant Auditor, reported fund balances are assigned at the end of every fiscal year as required by accounting standards. She listed the assigned and committed dollars. Murken moved, Heddens seconded approval of Resolution #26-08, FY25 Fund Balance Resolution. Roll call vote. (MCU)

**RESOLUTION #26-09, UN-COMMITMENT OF FUND BALANCE:** Lisa Markley, Assistant Auditor, reported this is an annual process for qualifying projects. Funds were previously committed for Conservation's Heart of Iowa Nature Trail (HOINT) and the Osheim payment; \$213,850 is being un-committed for FY26. Murken moved, Heddens seconded approval of Resolution #26-09, Un-Commitment of Fund Balance. Roll call vote. (MCU)

**ROSELAND, MACKAY, HARRIS (RMH) ARCHITECTS, PC, SERVICES FOR SECONDARY ROAD MAINTENANCE BUILDING EXPANSION:** Darren Moon, Engineer, reported on cost estimates and shared design plans for the expansion. He recommended the Board approve architectural services. Discussion took place. Murken moved, Heddens seconded approving RMH Architects, PC Services for Secondary Road Maintenance Building Expansion as presented. Roll call vote. (MCU)

**RESOLUTION #26-11, FOR THE VOLUNTARY ANNEXATION TO THE CITY OF AMES FOR PROPERTIES UNDER THE OWNERSHIP OF THE IOWA STATE RESEARCH PARK FOR ITS PROPERTY ALONG UNIVERSITY BOULEVARD/S 530<sup>TH</sup> AVENUE, AND ALSO PROPOSED TO INCLUDE ONE NONCONSENTING PROPERTY LOCATED AT 4140 530<sup>TH</sup> AVENUE, AMES, WRIGHT, STEVEN C. & JOYCE M. - DEED HOLDERS AND CLARK, KYLE W. AND RENDEE R. - CONTRACT HOLDERS, AND TO BE INITIATED USING THE 80/20 RULE:** Leanne Harter, Planning and Development Director, reported the City of Ames received an annexation petition from the Iowa State University Research Park (ISURP) for its property along University Boulevard/S. 530<sup>th</sup> Avenue, in Washington Township. The property abuts the city's southern corporate limits. The annexation proposes to include one nonconsenting property; 92% of the proposed area to be annexed is consenting. Harter listed the Board's options and stated the Resolution is written for approval. Murken moved, Heddens seconded the approval of Resolution #26-11 as written. Roll call vote. (MCU)

**ENGINEER'S QUARTERLY REPORT:** Engineer Darren Moon, reported on maintenance, design and construction projects, new load limits for bridges, Iowa Department of Transportation projects and related concerns, equipment received, the completion of City of Ames's sewer line project, salt letting, and new staff.

**PLANNING AND DEVELOPMENT QUARTERLY REPORT:** Director Leanne Harter reported on increase in zoning permits, single-family home values, historical trends, development review cases, inspections, flood plain management, enforcement, board and commission meetings, and other activities. She reported the debris site is now under Facilities Management. She reported on staffing.

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

Murken moved, Heddens seconded to adjourn at 11:25 a.m. Roll call vote. (MCU)

Story County Board of Supervisors  
Tentative Agenda  
Administration Building, 900 6th St., Nevada, IA  
7/15/25

1. SPECIAL NOTE TO THE PUBLIC: (3) - This Meeting Is Also Being Offered Via Zoom. While Joining Via Zoom, If You Have A Question And/Or Comment, You May Raise Your Hand To Speak During Public Forum Or Use The Chat Feature And The Chair Will Ask The Zoom Moderator To Review All Comments During Public Forum.

**Members of the public can participate by using the information below:**

To join the zoom meeting by computer, tablet, smartphone :

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. [HTTPS://US02WEB.ZOOM.US/J/84068041164?](https://us02web.zoom.us/j/84068041164?pwd=F8FOEWLWOCBJMLT38A4FCLRFM0H6GN.1)  
PWD=F8FOEWLWOCBJMLT38A4FCLRFM0H6GN.1  
Passcode: 751099

Or One tap mobile:

+13017158592,,84068041164# US (Washington DC)

+13052241968,,84068041164# US

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or  
+1 646 931 3860 or +1 929 205 6099 or +1 360 209 5623 or +1 386 347 5053 or +1 507  
473 4847 or +1 564 217 2000 or +1 669 444 9171 or +1 669 900 6833 or +1 689 278 1000  
or +1 719 359 4580 or +1 253 205 0468 or +1 253 215 8782 or +1 346 248 7799

Webinar ID: 840 6804 1164

2. CALL TO ORDER: 10:00 A.M.
3. PLEDGE OF ALLEGIANCE:
4. ADOPTION OF AGENDA:
5. PUBLIC COMMENT #1:  
This comment period is for the public to address topics on today's agenda
6. Consideration Of Proclamation Declaring August 2025 As National Water Quality Month

Department Submitting Conservation

Documents:

WATER QUALITY PROCLAMATION.PDF

7. AGENCY REPORTS:

- I. YSS Annual Report - Andrew Allen, President & CEO

Department Submitting Auditor

Documents:

YSS ANNUAL.PDF

II. YSS Annual American Rescue Plan Act (ARPA) Report - Cassandra Cruz, Hope Metheny

Department Submitting Board of Supervisors

III. University Community Childcare Annual Report - Stacy Lehman, Director

Department Submitting Auditor

Documents:

UCC QTR.PDF

8. CONSIDERATION OF MINUTES:

I. 7/8/25 Minutes

Department Submitting Auditor

9. CONSIDERATION OF PERSONNEL ACTIONS:

10. CONSIDERATION OF CLAIMS:

I. 7/17/25 Claims

Department Submitting Auditor

Documents:

CLAIMS PAID 071725.PDF

11. CONSENT AGENDA:

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

I. Consideration Of Contract With Manatt's For HMA Paving Project #L-F17--73-85 For \$107,111.00

Department Submitting Engineer

Documents:

CONTRACT WITH MANATTS L F17 73 85.PDF

II. Consideration Of Quarterly And Yearly Report For The Following: Auditor, Recorder, And Sheriff

Department Submitting Auditor

Documents:

AUDITOR.PDF  
RECORDER.PDF  
SHERIFF.PDF

III. Consideration For New Security Window For Attorney's Office At The HSC

Department Submitting Attorney's Office

Documents:

ATTORNEY WINDOW REQUEST.PDF

IV. Consideration To Use BOS Credit Card For Domain Renewals And Protection Between Story County And GoDaddy Effective 7/31/25 - 7/30/30 For \$439.80

Department Submitting Information Technology

Documents:

GODADDY DOMAIN.PDF

V. Consideration Of Inventory Report For FY25

Department Submitting Auditor

Documents:

INVENTORY REPORT.PDF

VI. Consideration Of Service Agreement With A&M Laundry Services, Inc For Mop And Rug Rental And Laundry Services At Animal Control, McFarland Park, Human Services Center, Administration Building, And Justice Center

Department Submitting Facilities Management

Documents:

A AND M LAUNDRY SERVICE AGREEMENT.PDF  
A AND M LAUNDRY LETTER.PDF

VII. Consideration Of Resolution #26-07 Bridge Embargo

Department Submitting Engineer

Documents:

RES 26 07.PDF

VIII. Consideration Of June 2025 Quarterly ARPA Compliance Report

Department Submitting Auditor

Documents:

COMPLIANCE REPORT FOR 63025.PDF

- IX. Consideration Of Agreement With Bolton & Menk Inc. For Preliminary Design Services For The Deppe Family Conservation Area For \$9,500

Department Submitting Conservation

Documents:

BOLTON MENK DEPPE DESIGN.PDF

- X. Consideration Of Agreement With Snyder & Associates Inc. For Preliminary Design Services For The R-38 Bike Lanes Alternatives For \$92,300.00.

Department Submitting Conservation

Documents:

SNYDER R38.PDF

- XI. Consideration Of Contract With Shive Hattery For Design Engineering On Tedesco Phase 4 Project For \$93,800.00

Department Submitting Conservation

Documents:

SHIVE HATTERY TELC PH4.PDF

- XII. Consideration Of Final Change Order With Harold Pike Construction For The McFarland Park Shop Project For \$51,410.90

Department Submitting Conservation

Documents:

HPC MCF SHOP.PDF

- XIII. Consideration Of Contract With Ames Regional Economic Alliance (The Alliance) And Story County For Economic Development Planning Consulting Services Effective 7/1/25-6/30/26 For \$110,000

Department Submitting Board of Supervisors

Documents:

FY26 ECONOMIC DEVELOPMENT CONTRACT.PDF

- XIV. Consideration Of Contract With Ames Regional Economic Alliance (The Alliance) And Story County For Workforce Development Consulting Services Effective 7/1/25-6/30/26 For \$40,000

Department Submitting Board of Supervisors

Documents:

FY26 WORKFORCE DEVELOPMENT CONTRACT.PDF

- XV. Consideration Of Memorandum Of Understanding Between Story County, The City Of Ames, And The Iowa Judicial Branch To Hold Court In The Non-County Seat Of Ames, Iowa Effective 7/1/25 - 6/30/26

Department Submitting Board of Supervisors

Documents:

MOU.PDF  
28E AGREEMENT.PDF

- XVI. Consideration OF Utility Permits: #26-8398, #26-8399

Department Submitting Engineer

Documents:

UT 26 8398.PDF  
UT 26 8399.PDF

12. PUBLIC HEARING ITEMS:

- I. First Consideration Of Ordinance No. 327, Amending Chapter 80, Floodplain Management Program Of The Story County Code Of Ordinances - Leanne Harter

Department Submitting Planning and Development

Documents:

ORDINANCE NO 327.PDF  
STAFF REPORT TO BOS.PDF

- II. Discussion And Consideration Of Resolution #26-04, To Enter Into An Agreement To Purchase Three Acres M/L In Section 19 Howard Township Owned By Steven J Sandvold Trust, For \$6,000.00 And Authorize The Signature Of The Chairman Of The Board Of Supervisors Upon The Offer To Buy Real Estate And Acceptance And All Other Necessary Documentation Necessary To Effectuate The Purchase - Mike Cox

Department Submitting Conservation

Documents:

RESOLUTION 26 04.PDF  
SANDVOLD REAL ESTATE AND ACCEPTANCE.PDF

13. ADDITIONAL ITEMS:

I. Discussion And Consideration Of Funding Request From Community And Family Resources (CFR) For Detox Services – Lisa Heddens

Department Submitting Board of Supervisors

Documents:

CFR FUNDS REQUEST.PDF

II. Consideration Of Resolution #26-08, FY25 Fund Balance Resolution - Lisa Markley

Department Submitting Auditor

Documents:

RES 2608.PDF

III. Consideration Of Resolution #26-09, Un-Commitment Of Fund Balance - Lisa Markley

Department Submitting Auditor

Documents:

RES 2609.PDF

IV. Discussion And Consideration Of RMH Architect Services For Secondary Road Maintenance Building Expansion - Darren Moon

Department Submitting Engineer

Documents:

RMH ARCHITECTS PROPOSAL.PDF

V. Discussion And Consideration Of Resolution #26-11, For The Voluntary Annexation To The City Of Ames For Properties Under The Ownership Of The Iowa State Research Park For Their Property Along University Boulevard/S 530th Avenue, And Also Proposed To Include One Nonconsenting Property Located At 4140 530th Avenue, Ames Owned By Clark, Kyle W & Rendee R, Contract Holders, Wright, Steven C & Joyce M, Deed Holders To Be Initiated Using The 80/20 Rule - Leanne Harter

Department Submitting Planning and Development

Documents:

RESOLUTION 26 11.PDF

14. DEPARTMENTAL REPORTS:

I. Engineer Quarterly Report - Darren Moon

Department Submitting Auditor

Documents:

ENG QTR.PDF

II. Planning & Development Quarterly Report - Leanne Harter

Department Submitting Planning & Development

Documents:

PD QTR.PDF

15. OTHER REPORTS:

16. UPCOMING AGENDA ITEMS:

17. PUBLIC COMMENT #2:

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

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

19. ADJOURNMENT:

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

Story County Board of Supervisors

Agenda

7/15/25

NAME

AGENCY

Amy Howard

Ames Regional Econ. Alliance

Wandy Schrank

YSS

Mike Cox

Conservation

Crystal D. Davis

BOS

DARREN MOUN

ENR6.

Assimela Crut

YSS

Katie Rannev

YSS

Suzanne L.

BOS

Leann

BOS

Sara Carmichael

SCE

Andrew Allen

YSS

Andrea Dickerson

YSS

Jana Markley

Ind.

**PROCLAMATION**  
**National Water Quality Month**

**August 2025**

**WHEREAS**, National Water Quality month is dedicated to protecting bodies of clean water such as lakes, rivers, groundwater, aquifers, and streams; and

**WHEREAS**, clean water is essential to our health, agriculture needs, and our environment; and

**WHEREAS**, implementing conservation practices in urban and rural areas can improve soil health and water quality; and

**NOW, THEREFORE, BE IT RESOLVED THAT**, we the Story County Conservation Board, and the Story County Board of Supervisors, do hereby proclaim August 2025 as Water Quality Month in Story County. To protect our waters for years to come, we encourage everyone to continue best practices like picking up after a pet, disposing of chemicals and prescriptions correctly, and using the right amount of fertilizer.

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**Story County Board of Supervisors**

**Annual Report**

**June 15, 2025**



# 2024/2025 STRATEGY

## CORE VALUES

COMMITMENT	COLLABORATION
COMPASSION	INNOVATION
INTEGRITY	“CAN DO” SPIRIT

## CORE FOCUS

**OUR PURPOSE:** To create hope and opportunity

**OUR NICHE:** Building a behavioral health continuum of care for youth and young adults, with a specialty focus on substance use.

## OUR PROMISE

We believe in your potential,  
we meet you where you are, and  
we invest in your future.

## OUR UNIQUES

 Youth & Young Adults	 Continuum of Care	 Specialty focus on substance use
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## 50TH ANNIVERSARY TARGET

06/30/2026

Create hope and opportunity through  
**1,000,000 connections**  
that influence social determinants of health.

## 1-YEAR PLAN

06/30/2025

<b>Connections Made:</b> 800,000	<b>Fundraising Target:</b> \$5.5M
<b>Employee Satisfaction:</b> 90%	<b>Positive Impact:</b> 90%

## IMPACT GOALS

**Health:** Youth and families are healthy.

**Self-Sufficiency:** Youth gain confidence in their skills to support their transition to self-sufficient living.

**Education:** Youth and families are educated around issues that impact them.

**Safety:** Youth and families are safe.

## GOALS TO SUPPORT PROGRAM OUTCOMES

- 1 YSS niche brought to life through focus and program development.
- 2 Systems and processes enhanced to support financial stability.
- 3 Core agency processes updated to improve operational effectiveness through CARF and EOS.
- 4 YSS University expanded to support and enhance team member experience.
- 5 Trauma-informed (TSI) approach launched and integrated across YSS to support culture and outcomes.

## FINANCIAL GOAL

Invest 5% of revenue into our 5 Strategic Commitments to support program outcomes.

## 5 STRATEGIC COMMITMENTS

People Development ● Community Engagement ● Innovation ● Operational Effectiveness ● Brand

# Table of Contents

As one of Iowa's oldest and largest youth-serving nonprofit organizations, YSS's mission is to provide hope and opportunity by putting kids first. We provide education to build healthy minds and bodies; counseling to overcome life's challenges; and stability to focus on the future. Along a continuum, YSS's programs help youth grow and empower individuals to reach their full potential.

## EDUCATION:

We believe early awareness, intervention, and out-of-classroom support provide youth the tools they need to stay on the right path. YSS offers enrichment and education to prepare children to make healthy choices in the future.

## COUNSELING:

We offer counseling to help youth and families overcome obstacles and heal with compassion. Our skilled and experienced team of professionals offer a myriad of treatment approaches for mental health issues, substance use, family conflict, and more.

## STABILITY:

Youth need to feel safe and secure before they can truly focus on a brighter future. YSS offers shelter and crisis services for those who need immediate safety, and we continue providing stability through transitional living and aftercare programs. We ensure youth have a strong and constant support system throughout their entire journey.

Thank you for continuing to support YSS services to children, youth and families in Story County. This report will contain detail about the programs provided in Story County, **numbers** served, **outcomes**, the **Impact of challenges**, **success** stories, **trends**. The reports are attached and can be found as follows:

Program	Page
Kids Club Before and After School Program	4
IMPACT Teen Club	6
Mentoring	8
Youth Development	10
Youth Employment and Employment Assistance	11
Public Education and Prevention - APP	13
Public Education and Prevention - Suicide Prevention	14
Public Education and Prevention - Too Good For Drugs Prevention	17
Summer Enrichment Program	21
Rosedale Emergency Shelter	23
Transitional Living Story County	25
Family Counseling and Clinic Substance Use and Service Coordination	28

## ***Kids Club Before and After School Program***

### ***Ballard, Gilbert, and Roland-Story School Districts***

***Submitted By: Katie Highland***

#### **Program Description/ Objective/Goals:**

Kids Club is a before school, after school, and summer program for children in grades K-6. We provide care at the Roland-Story, and Ballard sites from 6:30am until school starts. At Roland-Story, Ballard, and Gilbert sites we provide care from the time school dismisses until 6:00pm, including early outs. Kids Club is open on planned no school days from 6:30am-6:00pm at all sites. During the school year Roland-Story and Ballard 5th and 6th graders are bused to the Elementary School where our program runs. During the summer we provide programming 5 days a week from 6:30am until 6:00pm at all sites

#### **Measurables and Number Served:**

307 Children have been served so far, this fiscal year (July 2024-June 2025)

- Ballard Kids Club has served 82 children this fiscal year.
- Gilbert Elementary Kids Club has served 80 children this fiscal year.
- Gilbert Intermediate Kids Club has served 67 children this fiscal year.
- Roland Story Kids Club has served 78 children this fiscal year.

#### **Outcomes:**

- *To provide a safe, stimulating, caring environment for children in grades K-6 during out-of-school hours – 307 total children served (July 2024-June 2025).*
- *To promote positive interpersonal skills – 53/53 (100%) of parents or guardians who completed our satisfaction survey said that Kids Club has a positive effect on their child's interpersonal skills.*
- *To provide a safe environment that promotes physical health – 75/81 93% of the children who completed our end-of-year survey said they feel safe at Kids Club and that Kids Club taught them how to make healthy choices.*
- *To provide academic enrichment – 50/53 (94%) of parents or guardians who completed our satisfaction survey said that Kids Club provides academic enrichment to the children involved in our program.*

#### **Challenges:**

Staffing was our most difficult challenge this year. Across all our Kids Club sites, there were multiple coordinator positions open for months at a time. We struggled to find qualified applicants to fill these positions, and it took a toll on our Kids Club admin team. We also struggled finding reliable part-time staff who were committed to staying an entire semester. I am happy to report that we did fill out all our coordinator positions as of June 2025!

Another challenge that we have faced has been the space within the schools. We are continuing to move spaces (mostly in the summer) due to construction. This causes inconsistency for the children and staff. We also have a waitlist for a few locations due to the limited amount of space the school can provide. For example, our Roland Story location has a waitlist of 15 kids this summer due to the space we are provided. We have asked to run in two locations however the school has not been able to provide that for us.

### **Impact Story:**

With our Holiday Giving Program, we were able to provide about 13 families with gifts. We also awarded scholarship funds to several families who had past-due balances and received a \$5000 gift for future scholarship funds. We also were gifted with \$500 for staff appreciation this year. With this we were able to provide all staff with little goodie bags.

### **Ballard Kids Club:**

- Ballard Kids Club had a child with a disability starting at the beginning of the school year. She required a one on one and had a wheelchair. The children at Ballard Kids Club have been extremely inclusive and always make sure that the child has a friend with them. The parents were also able to get their monthly tuition waved, which was helpful to them, as insurance does not typically cover their medical expenses, and they are not able to get childcare covered through DHS.
- In October, Ballard had their annual Lights on event. They had quite a few families who don't typically attend on that specific day of the week, come and celebrate with us. We also were able to raise over \$100 for new centers/supplies for the program.

### **Gilbert K-2**

- In October, we were able to enroll all our kids off our waitlist to meet the needs in the community and school district.
- In February, we promoted a part-time employee who has worked here for 3 years and will now be in the supervisor role. We let the principal know that we should have the position filled soon and she responded that the site has been running well even without a supervisor, so that is a testament to the part-time staff on site who were running program without a supervisor there every day.

### **Gilbert 3-6:**

- In October, the kids help plan for a light on event. They were very excited about getting to do all the planning. Specifically, for the city council and school board meetings. One of the 6th graders wrote a letter to the Mayor/City Council Members telling them about our program and all the kiddos favorite things.

### **Roland Story**

- Our site has got many new centers and books for the children to enjoys during the school year. Many families have donated to the Roland-Story Kids Club Site, which has been awesome!
- Roland-Story has started the Generation Rx Medication Safety curriculum where children are learning about where to properly store medicine and read prescription labels. The children have done a great job learning the new material and engaging in the lessons.

Comments from Parents/Guardians. "What do you like most about kids club?"

- Kids club is more like an extended family to ours, where my son feels as comfortable as he is at home. He is the only child at home, but he makes many friends at the kids club, this gives him the feeling of playing with siblings. He becomes more outgoing and energetic after going to Kids Club. Plus, the teachers there are super nice and take good care of the kids.
- Kids Club offers activities that they don't get to do at home, so they don't miss out on any of the messy fun.
- It's a safe and fun place for my child to go after school.
- They are reliable! That's hard to find!
- The variety of activities and it's easy on parents to not have to worry about transport.
- The friendly and helpful staff.
- The activities during the summer, and the tutoring during the school year.
- Provides social interaction instead of coming home to be alone until I arrive home from work.

- It's a dependable and safe/supervised space for my kid to be social and active!
- The payment options, and the amount of activities.
- I believe they genuinely care about my kids.
- Convenience and a safe and fun environment with friends!
- The flexibility in open hours. Great for working parents!
- Convenience of being at the school, quality care that you don't have to worry about your child and the friendships she has made
- Things appear to be very organized in a structured way and kids have their usual routine with Kids Club everyday (snack, craft time, recess, play time, etc.). My kid is having fun when I come pick him up. I am glad to see that kids are not running around the wild, and it is not mad chaos. Glad the kids get outside as well to burn off some energy!
- Varied activities, guidance from teachers while also giving the kids freedom of expression/play, communication about what to expect
- Everything, the people are so kind and amazing, I always know my child is in good hands with them.
- Staff, hours, my kids never want to leave when I pick them up!

### ***IMPACT Teen Club***

***Submitted By: Mandy Schrank/Tanner Koder***

#### **Program Description/ Objective/Goals:**

IMPACT Teen Club is a FREE afterschool program for youth grades 6th – 8th plus high school volunteers in the Colo-NESCO and Collins-Maxwell School Districts. The program provides teens with a safe, fun, and healthy environment after school. Teen Club offers many opportunities for participants to explore their interests and expand their abilities in a variety of ways, including:

- **Service Learning:** Participants are responsible for planning service-learning projects that they are interested in. These projects challenge students to address issues in their community and come up with solutions to better their community long term.
- **Homework Help:** Each week students are given time to complete homework assignments. During this time youth have access to school resources and adult staff and volunteers for guidance.
- **Prevention Curriculum:** Education programs are implemented throughout the program to prevent violence, tobacco, alcohol, substance abuse and promote healthy relationships. We also use a curriculum called TOP (Teen Outreach Program) that combines lessons with Community Service Learning. The lessons vary from learning about your community, what volunteering is, relationships, peer pressure and how to say no, self-confidence and bullying.
- **Field Trips & Guest Speakers:** To enhance the program, we strive to offer fun and educational field trips and guest speakers.
- **Life Skills:** Activities at IMPACT promote life skills in which youth will learn responsibility and self-sufficiency.

#### **Measurables and Number Served:**

Collins-Maxwell: 19

Colo-NESCO: 26

**Outcomes:**

- Students completed 284.75 hours of community service.
- In addition to the community service, each group participated in 15-17 TOP lessons to build life and leadership skills.

**Challenges/Trends:**

The youth participating in Teen Club this year faced a wide range of significant challenges that impacted their well-being and daily lives. Many struggled with mental health concerns such as anxiety and depression, as well as difficulties managing stress and emotions. Several students experienced bullying at school or academic struggles that affected their confidence and engagement. Others faced instability at home, including family conflict or lack of support. Most notably, some youth endured the loss of a parent, a deeply emotional experience that added to the complexity of their needs.

These challenges highlight the critical importance of safe, supportive spaces like Teen Club—where students can build trusting relationships, express themselves freely, and receive guidance as they navigate life’s difficulties. While we cannot eliminate these hardships, we continue to walk alongside our youth, offering connection, encouragement, and the tools they need to build resilience.

**Impact Story:**

- Teen Club consistently provides a place of belonging for youth who may not find that belonging in traditional school groups, allowing youth to fully embrace who they are and create supportive friendships and connections to their schools.
- While not a traditional success story, one of the most meaningful impacts of our Teen Club this year was the support we were able to provide to four participants from three different families who experienced the loss of a parent. Through the group, these teens found a safe space to process their grief, connect with caring adults, and receive emotional support from peers who genuinely cared. This experience underscores the critical role that consistent, trusted relationships play in helping youth navigate life’s most difficult moments.
- One highlight of the year was when several of our Teen Club participated in a high ropes course experience. This challenging and rewarding activity gave students the chance to step outside their comfort zones, practice teamwork, and build trust with one another. Many participants overcame personal fears and discovered new confidence in themselves. The experience not only strengthened leadership and communication skills but also deepened group connections—leaving students with a sense of accomplishment and a stronger belief in their ability to face challenges together.

Youth today face growing challenges—from navigating relationships and social media to managing stress and uncertainty about the future. These pressures are showing up earlier and with more intensity during the middle and high school years. Teen Club responds to these trends by creating a safe, supportive space where students can build the skills, confidence, and knowledge they need to make healthy, informed decisions for themselves and their futures. We will continue to work with the Teen Outreach Program curriculum and community service learning to address these issues.

## **Mentoring**

### **Submitted By: Mindy Speake**

YSS is well known for its successful school-based mentoring program that has been matching children and mentors in Boone and Story Counties for 25 years. The mentoring program holds the distinction of being certified by the Iowa Mentoring Partnership, which requires adherence to strict guidelines and best practices established by MENTOR, the National Mentoring Partnership. This is a long-standing YSS program and the only mentoring program in the rural school districts served. We have served 191 youth across Boone and Story Counties during the 24-25 school year. We have focused on youth experiencing at risk and high-risk situations. YSS Mentoring serves elementary through middle school aged students in Story County. Volunteers from the community are recruited, screened and trained by program staff and matched with a child that is referred to the program. Referrals come from school staff, parents/guardians, community partners and at times, the children themselves. Each program is supported by a mentoring facilitator who works closely with the school staff/families and acts as a constant point of contact and support for mentees and mentors. Facilitators are frequently in contact with mentors, through phone calls, emails and in person meetings. We are locally, state and federally funded. There is no cost to participants.

**SCHOOL-BASED • (Mentors ages 15+) – For K-8 grade students. Mentors meet with mentee for 30-60 minutes once per week during the school day. Requires a 9-month commitment. • Serves Ames (K-8th), Ballard (K-5th), Gilbert (K-8th), Nevada (K-8th), and Collins-Maxwell (K-8th)**

#### **Measurables and Number Served:**

<b>Schools Served</b>	<b>Youth Served</b>	<b>HS Student Mentors</b>
Ames Elementary	27	0
Ames Middle School	44	0
Ballard	9	1
Gilbert	47	26
Nevada	21	1
Collins-Maxwell	8	5
<b>Total Served:</b>	155	
<b>Total Waiting:</b>	31	

#### **Outcomes:**

As an important part of the program, YSS Mentoring administers evaluations to measure program success. Mentees, mentors, teachers, parents/caregivers and program stakeholders complete are asked to complete post surveys each year to ensure the mentee-mentor relationship meets the needs of youth.

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

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

### **Outcomes - 2023-2024 School Year**

- 67.9% of Mentees who improved their attitude and behavior
- 41.6% of Mentees who improved their grades
- 55.5% of Mentees who improved relationship skills
- 70.1% of Mentees who self-reported improved self-esteem
- 92% of Mentees who believe it is wrong for someone their age to use alcohol tobacco and other drugs

### **Comments from End 2024-2025 End of Year Evaluations**

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

- It feels good to have someone to talk to once a week and if I have a problem we talk about it.
- It means I have someone I can trust and talk to.
- It has been so much fun having a mentor, he has made many of my bad days some of my best.
- It makes me feel more welcome and accepted.

#### **Comments from Parents:**

- Thank you for all that you do, I wish every child could be matched with a mentor!
- We love our mentor. I am so thankful for this program.
- We have watched our son gain more friends and break out of his shell. Our other son seems to be struggling with focus in school; however, I feel this program will help.

#### **Comments from Teachers:**

- I absolutely love this program; the students benefit from it and are excited to see their mentors.
- Students really enjoy their time with mentors.
- This YSS program is a great step to connect students with a positive influence.

#### **Comments from Mentors**

- My mentee appears to be more confident in herself.
- Better at interacting and communicating with classmates.
- My mentee is no longer having to carry a behavior clipboard

### **Impact Story:**

We have a mentor matched with a non-verbal mentee at the Ames Middle School. Even though the youth is non-verbal, or mentor has done a great job at connecting with her through drawing, playing games, sitting with her at lunch, and meeting her where she is to establish a consistent form of trust and a budding relationship.

### **Challenges/Trends:**

We continue to have a growing need for funding as the need for mentoring services increases and with federally funded grants being on a freeze. Mentoring services are needed more now than ever as youth mental health needs have increased since the pandemic. Each year our program ends with a list of students waiting. Funding drives our staff capacity to match youth with mentors. Although we have a great support and commitment from High School students as mentors, we are always in need of adult volunteers, especially males. Rural areas are the most difficult in terms of recruiting adult volunteers.

The YSS Mentoring Program has hopes of establishing a ISU Mentoring Club on Campus. This would help with exposure of our program and recruitment needs and potentially funding. We have had great participation from the ISU football team in terms of volunteering as mentors and hope this will expand across other programs.

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## ***Youth Development***

***Submitted By: Mandy Schrank/Tanner Koder***

### **Program Description/ Objective/Goals:**

Youth Development consists of several programs intended to develop leadership and life knowledge and skills.

- Tough Topics focuses on topics that may be awkward or difficult to talk about but in a trusted, safe environment. A school staff member and YSS staff lead the high school or middle school group in a “values neutral setting” and cover topics including sex, drug and alcohol use, vaping, sexuality, politics, hopes/dreams and fears/setbacks, mental health including suicide and suicide prevention. Current schools in the program are Nevada, Roland-Story, and Ames.
- AMES Leadership Group focuses on topics related to leadership and post-high school success. This group serves students in Ames High School’s TAP program.
- Salir Adelante! focuses on serving Latine youth and families providing a safe space to build community, learn to navigate the Iowa education system, and cover topics needed to have a successful future.
- Builders Club is a collaboration with the Ames Kiwanis. Middle school youth in the Ames district learn valuable leadership skills through community resource projects.

### **Measurables and Number Served:**

Tough Topics:

- Roland-Story: 22
- Nevada: 25
- Ames: 27

AMES Leadership: 10

Salir Adelante!: 21

Builders Club: 15

### **Outcomes:**

- Units of Service
  - Tough Topics: 685
  - AMES Leadership: 10
  - Salir Adelante!: 54
  - Builders Club: 96
- 100% of participants surveys report growth in skills and knowledge

### **Challenges/Trends:**

Across Story County, we are seeing a growing need—and a rising interest from schools—in offering youth-led groups that tackle real-life, often difficult topics such as mental health, relationships, identity,

substance use, and stress. These are the conversations students want and need to have, yet they are often the ones that receive the least structured support within traditional school settings.

While this demand is encouraging and affirms the value of our youth development work, it also presents challenges. Expanding to meet these requests requires additional staff capacity, time, and resources to train facilitators, coordinate with schools, and provide safe, inclusive environments for open dialogue. The momentum is there, but sustained growth will depend on continued investment and collaboration to ensure that every young person has access to the support and space they need to grow into healthy, empowered adults.

### **Impact Story:**

- Tough Topics consistently provides a place of belonging for youth who may not find that belonging in traditional school groups, allowing youth to fully embrace who they are and create supportive friendships and connections to their schools while gaining knowledge necessary for making informed decisions for themselves. In fact, 100% of surveyed participants report and increase in knowledge and skills.
- The Roland-Story Tough Topics group participated in the AC4C Substance Use Prevention Conference at Camp Dodge, where they had the opportunity to collaborate with and speak in front of youth from other schools. Through this experience, participants gained valuable information, strengthened their leadership skills, and returned with new ideas and energy to support prevention efforts in their own school and community.
- This year, one of our Tough Topics groups welcomed a new student who had just moved into the district. In his first few weeks at school, he was extremely quiet and withdrawn, rarely speaking and keeping to himself. By the second week of Tough Topics, he began to open up and share. Over the course of the year, he became one of the group's most vocal and thoughtful contributors. Not only did he gain confidence in expressing himself, but he also formed meaningful friendships and became an important part of the group's dynamic.
- ¡Salir Adelante! continues to grow in both reach and impact. This summer, we are excited to launch a continuation group called Career Pathways, designed to help Story County youth access the resources and information they need to build a strong foundation for their future.
- Middle school youth in Ames Builders Club completed many community service projects including a winter clothing drive, supply drive for the animal shelter, and a book drive to support Raising Readers.

As the need for youth development programming continues to grow, multiple schools across the county have expressed interest in starting or expanding groups like Tough Topics. Educators and administrators are seeing firsthand the positive impact these programs have on student well-being, engagement, and decision-making. However, our ability to meet this rising demand is limited by current funding. With additional resources, we could respond to these requests and bring these valuable opportunities to more students who need them most.

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## ***Youth Employment***

***Submitted By: Drea Palomo/Mandy Schrank***

### **Program Description/ Objective/Goals:**

The YSS Youth Employment Program operates with the mission to inspire youth to dream, believe in themselves, and be equipped to access and succeed in living-wage careers.

In order to accomplish this, Youth Employment aims to teach seven core standards to all participants through experiential group lessons and one-to-one sessions with a youth employment specialist:

- Professional Orientation
- Team Work Ethic
- Problem-Solving
- Time-Management
- Communication
- Career Awareness
- Personal Aspirations/Growth

**Measurables and Number Served:**

Youth Served (July 2024 – June 2025): 531

1-on-1s: 35 youth

1-on-1s (duplicated): 114 youth

Schools: 207 youth

Schools (duplicated): 579 youth

Workshops/Tabling events: 289 youth

Youth Served (July 2023-June 2024): 363

1-on-1s: 23 youth

1-on-1s (duplicated): 105 youth

Schools: 92 youth

Schools (duplicated): 237 youth

Workshops/Tabling events: 248 youth

**Outcomes:**

- We had a lot of returning 1-on-1 students and a lot of new students also.
- I had a handful of students get admitted into college and got financial aid.
- I collaborated with ISU Extensions and Ames Schools to start a summer program in Story County called Career Pathways Academy.
- I also collaborated with Ames High School guidance counselor to start senior workshops this year. We are hopeful to continue doing these this coming up school year and include college visits also.
- I started working with the Ames Middle School ELL Class. We did entrepreneurship lessons and Babysitting training.
- I did three FSA ID drives where I was able to give a lot of students information on college, FAFSA and FAFSA folders.

**Challenges/Trends:**

Providing meaningful youth employment programming goes beyond delivering standard curriculum—it requires extensive planning and individualized preparation to meet the diverse needs, interests, and skill levels of the students we serve. This level of customization is essential to ensure that each young person is equipped with practical tools and confidence as they explore career paths and job readiness.

However, this increased planning demand presents a challenge when funding structures don't allow for billing time spent on essential behind-the-scenes work. As a result, we've had to scale back certain high-impact offerings, such as the Story County Youth Summer Job Fair, which previously connected students with local employers and real-world opportunities. Moving forward, sustainable funding that recognizes

both direct service and preparation time is critical to expanding and enhancing youth employment programming in Story County.

Youth employment programming remains a vital component of our support for young people in Story County. We continue to see strong interest from students and schools in job readiness, life skills, and individualized career guidance. However, due to recent funding cuts, we've had to reduce the scale of some of our offerings—limiting our ability to expand programming and reach more students.

Despite these challenges, our partnerships remain strong. We continue to collaborate closely with local schools and United Way to deliver community programs, classroom lessons, small group sessions, and one-on-one career counseling. These partnerships are essential to maintaining access to quality employment support for youth. As we look ahead, our goal is to secure sustainable funding that will allow us to not only maintain, but grow these critical services and ensure every student has the tools they need to succeed beyond the classroom.

### **Impact Story:**

Our youth employment programming continues to make a meaningful difference in the lives of young people across Story County. By providing hands-on experiences, career exploration, and skill-building opportunities, we are helping youth gain the confidence, knowledge, and real-world readiness they need to succeed in future jobs and education. Whether it's through resume building, interview practice, or learning workplace expectations, students are developing essential life skills that will serve them long after high school.

The following stories highlight just a few of the powerful ways this program is helping shape the futures of the youth we serve.

- A client was able to get their associate's degree and High School Diploma at the same time. They also got into ISU and will be starting in the fall for a bachelor's in psychology.
- A lot of students have been using their FAFSA folders and bring it with them to Future Ready Nights.
- Multiple students got volunteer and internships opportunities throughout the year.
- Feedback from our surveys was very positive and a lot of students really enjoyed the lessons.
- So many families were very grateful that Career Pathways Academy gave each family a new laptop and school supplies.
- A lot of school staff have already reached out about continuing program in the fall and are very excited to work together again.

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## ***Public Education and Prevention***

### ***APP***

***Submitted By: Mandy Schrank/Morgan Johnston***

### **Program Description/ Objective/Goals:**

The Adolescent Pregnancy Prevention (APP) Program offers comprehensive prevention and intervention programming to youth and families. The APP Program's services include age appropriate, science-based, medically accurate comprehensive sexual health curricula to teach sexual responsibility and pregnancy prevention, primarily in a classroom or group setting. Programming is available in a variety of settings, including schools, youth-serving agencies, social service organizations, churches, hospitals, clinics, community groups, PTO/PTA organizations, and individual sessions.

**Measurables and Number Served:**

490 students were served in Story County, and 1,311 Story County community members were served through outreach efforts.

**Outcomes:**

70% of participants report the program made a positive impact/difference

67% of participants completed the program to fidelity

**Challenges:**

Ever increasing school limits of time and scheduling continue to be a challenge we face each year. We continue to meet this challenge through thoughtful planning, flexibility, and strong partnerships with the school districts.

**Impact Story:**

Our adolescent pregnancy prevention programs in Story County continue to make a strong impact by equipping youth with the knowledge and skills they need to make healthy, informed choices. We've built strong, ongoing partnerships with schools across the county, allowing us to deliver evidence-based education directly to students in a trusted environment. This year, we were excited to expand our reach by launching programming in the Nevada School District. Through these partnerships, we are helping more youth build healthy relationships, understand the consequences of risky behaviors, and take confident steps toward their future.

**Trends/Where are we Headed:**

Across Story County, there is a growing recognition of the importance of early, honest conversations with youth about relationships, consent, and personal responsibility. We're seeing some increase in openness from schools and communities to address these topics proactively. The need for evidence-based adolescent pregnancy prevention programming continues to rise, especially as youth face complex influences from social media and peer culture.

Looking ahead, we plan to deepen our partnerships with current schools. Following our successful launch in the Nevada School District, we hope to build on that momentum and bring more programming to that community. With increased support and funding, we would aim to reach more students, strengthen parent engagement, and continue equipping youth with the tools they need to make informed, healthy decisions for their futures.

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***Public Education and Prevention***

***Suicide Prevention***

***Submitted By: Kalli-Ann Kennel /Mandy Schrank***

**Program Description/ Objective/Goals:**

**Hazelden Lifelines Trilogy:** The complete Hazelden Lifelines Trilogy is a unique collection of three programs that address the important topic of youth suicide: from prevention to intervention to response. It includes today's best practices and topics and language to reflect today's youth culture.

**Lifelines Prevention:** Building Knowledge and Skills to Prevent Suicide educates school faculty, parents, and students on the facts about suicide and their respective roles as suicide "preventers". This program is designed to help everyone in the community recognize when a student is at potential risk of suicide and understand how and where to access help. This program uses language to reflect today's best practices and youth culture, and also covers grades 5-6 and 11-12, in addition to grades 7-10.

**ASIST:** YSS offers ASIST (Applied Suicide Intervention Skills Training), a two-day workshop designed for members of all caregiving groups. The training teaches suicide first-aid to help at-risk persons stay safe and seek help. Participants learn a suicide intervention model to identify persons with thoughts of suicide, seek shared understanding, develop a safe plan, be prepared to do follow-up, and become involved in suicide-safer community networks. The training is based on adult learning principles and is highly participatory. Skills development occur through mini-lectures, facilitated discussions, group simulations, and role playing.

**safeTALK:** YSS offers safeTALK (Suicide Awareness For Everyone; Tell, Ask, Listen, Keepsafe), a half-day workshop. LivingWorks safeTALK participants learn to recognize when someone is thinking about suicide and connect them to an intervention provider, such as a LivingWorks ASIST trained helper. In this way, LivingWorks safeTALK participants build a safety network around these intervention providers and greatly increase their reach and impact.

### **Measurables and Number Served:**

Hazelden Lifelines Prevention: 316

- Ballard Elementary School (5th grade): 144
- Roland-Story Middle School (8th grade): 87
- Roland-Story Middle School (7th grade): 60
- Colo-NESCO Jr/Sr High School (9th grade): 25

ASIST TOTAL: 19

safeTALK TOTAL: 42

### **Outcomes:**

ASIST Training held on October 23-24, 2024; Story County - 19 participants

safeTALK training held on March 28, 2024 (CYFD all staff meeting); Story County- 18 participants

safeTALK training held on February 19 (Gilbert youth and adults); Story County- 24 participants

### **Challenges:**

One of the most persistent challenges in suicide prevention is overcoming the stigma and misconceptions that still surround the topic. Despite growing awareness, many students, families, and even school staff remain hesitant to talk openly about suicide, often fearing it will worsen the issue. Breaking through these false beliefs takes time, trust, and consistent education.

At the same time, the need for suicide prevention efforts in our community continues to grow. More youth are struggling with mental health challenges, and schools are increasingly turning to us for support. However, our current capacity limits how many students and schools we can reach. Additional staffing and resources are critical to expanding our reach and ensuring all youth have access to the tools and support they need

### **Impact Story:**

Staff were invited to be a part of the Gilbert Collective- a group of people (youth, teachers, staff, community members) who are invested in the future and current mental health of Gilbert CSD. From that, staff are working with Gilbert District staff to identify what training needs they have.

Staff worked closely with Ballard East Elementary School to participate in their 5th grade choir concert. The youth learned and presented a song on suicide prevention called "Leave the Light On" at their spring concert. Following, staff and the school counselor spoke to the audience of over 300 individuals about suicide prevention. The program was a huge success, and the school counselor shared that he's gotten great praise and feedback from staff, students, and family members. This is following the fall programming and a two-day review in the spring.

The Ballard school counselor also shared: "We have fielded 11 peer referrals over concerns of self-harm/suicide and 4 self-referrals for the same among our fifth graders. Follow up has resulted in no serious issues, but it has resulted in the intensification of support for students that otherwise would have been unnoticed and largely unsupported. I can say with a great degree of certainty that the current fifth grade class has embraced what you taught them."

Staff were invited to participate in the HOST (Homeless Outreach Support Team) Task Force. Staff are blown away by how supportive and great the group is. Staff brought up a student need from RS and they already provided resources, gas cards, and food vouchers. The group wanted the family to know there is support available now without waiting. The school counselor gave the materials and information to the family and shared, "I was able to give the cards to our student this morning. Sending you both a huge thank you. You could see a bit of weight being lifted off her shoulders. She'll start therapy and IHS with YSS this Thursday. Pretty incredible how YSS was able to help on all fronts in supporting her and her family - you guys are truly a powerhouse."

Staff connected with many partners and businesses to help advocate for National Suicide Prevention Awareness month in September. The Ames police department, Dog-Eared Books, and Raygun are a few partners.

Staff worked with Raygun to create a suicide prevention t-shirt for the month. Most sizes sold out within a couple weeks of being placed in the YSS store! Another order had to be placed.

Staff partnered with Dog-Eared books to host a suicide prevention related book club. Staff tabled and led conversations around suicide and the book.

Staff presented at the Ames Public Library on mental health and substance use. A workshop with youth was first, followed by a parent workshop. Since, we have collaborated with APL multiple times offering workshops and office hours open to the community.

### **Trends/Where are we Headed:**

A continuing trend we see among youth is a deep reluctance to seek help from adults when struggling with suicidal thoughts or mental health challenges. Many students report a lack of trust in adults

around these topics for a variety of reasons. This reinforces the urgent need for education that builds connection, empathy, and understanding between youth and trusted adults in their lives.

In addition, we are seeing growing concern within agricultural communities, where stress, isolation, and stigma remain significant barriers to seeking help. Families and individuals connected to the ag industry are increasingly being impacted, and we recognize the need for targeted, culturally responsive outreach. In response, we are actively working with local ag businesses to expand our programming and develop a specialized agricultural mental health initiative. This expansion aims to better reach rural youth and families with the tools, support, and resources they need

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## ***Public Education and Prevention Substance Use Education***

***Submitted By: Savannah Strahan /Mandy Schrank***

### **Program Description/ Objective/Goals:**

Our substance use prevention education program equips youth with the knowledge, skills, and confidence to make healthy, informed choices and avoid risky behaviors. Delivered in partnership with local schools and community organizations, the program emphasizes building resilience, promoting healthy coping strategies, and increasing awareness of the short- and long-term consequences of substance use.

The program is designed to increase student knowledge about the risks associated with alcohol, tobacco, and other drugs, while also promoting positive decision-making and refusal skills. It focuses on strengthening protective factors such as self-esteem, peer support, and goal setting, helping students build a strong foundation for making safe and healthy choices. In addition, the program encourages open communication between youth, parents, and trusted adults to reinforce these messages beyond the classroom.

Ultimately, our goal is to empower youth to lead substance-free lives and foster safer school and community environments. By providing consistent, age-appropriate education, we aim to support long-term behavioral change and promote overall well-being among young people.

### ***Curricula used include:***

*Too Good for Drugs* is a science-based program for elementary students designed to reduce risk factors and enhance protective factors related to ATOD use among students. It uses skill development to lessen the risks associated with problem behaviors including:

- Poor Social Skills
- Peer Rejection
- Inappropriate Social Behaviors
- Favorable Attitudes Toward Drug Use
- Low Perception of Harm
- Friends Who Engage in Problem Behaviors

*Too Good for Drugs* lays the groundwork for drug-free living through a fun and interactive journey of setting reachable goals, communicating effectively, and making responsible decisions. The program focuses on developing students' social-emotional skills and reinforces those skills through interactive, social activities.

*Project Alert* is an 11-week evidence-based curriculum. This curriculum teaches students the skills and strategies they need to resist multiple types of pressures including drug use. Students are also taught about

various substances and their effects/consequences. Lessons include interactive group work, videos, and games.

*CATCH My Breath* is an evidence based curriculum for grades 5-12. This curriculum is made up of 4 lessons focusing on E-cigarettes and nicotine education. *CATCH My Breath* teaches youth about the unhealthy effects of vapes, how nicotine companies are targeting youth, and resistance skills to avoid peer pressure.

Our *Hidden in Plain Sight* trailer is a mobile, interactive educational tool designed to help parents and other caring adults identify signs of potential substance use and risky behavior hidden in a simulated teen bedroom. During guided tours, participants learn how seemingly ordinary items may indicate deeper issues, and they receive practical tips for starting open, supportive conversations with youth. In addition to the trailer experience, we offer Narcan (naloxone) training to equip adults with life-saving knowledge and tools to respond to opioid overdoses. Together, these powerful tools raise awareness, support prevention, and strengthen community readiness

**Measurables and Number Served:**

658 Story County were served

1,818 Story County community members were served through outreach

**Outcomes:**

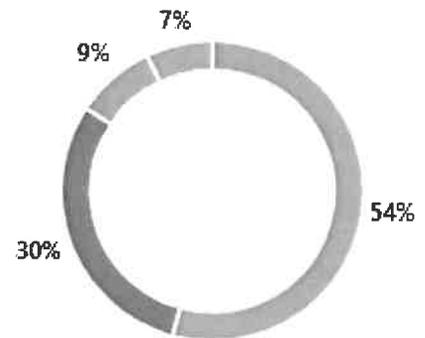
89% of participants maintained or increased their understanding of the material regarding alcohol, tobacco, and other drugs and their harmful effects.

89% of participants thought the program made a positive impact and or difference their lives.

**Perception of Harm Data (Ames Middle School)**

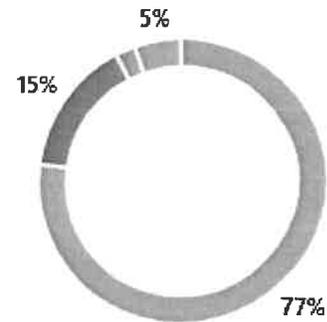
. Use over the counter medication different from the directions?

● Great Risk	144
● Moderate Risk	80
● Slight Risk	23
● No Risk	19



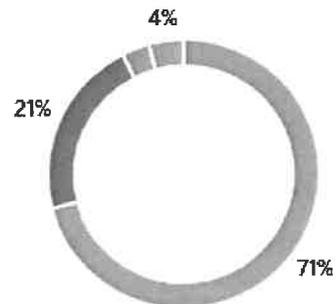
i. Smoke cigarettes everyday?

● Great Risk	205
● Moderate Risk	41
● Slight Risk	6
● No Risk	14



. Drink 3 or more drinks (beer, wine, liquor) of alcohol nearly every day?

● Great Risk	189
● Moderate Risk	57
● Slight Risk	9
● No Risk	11



**Impact Story:**

In the beginning of the fiscal year, we partnered with CFR and Story County on a vaping presentation for parents and caregivers. This presentation was a huge success; we spoke to the Ballard High School's staff and had many positive comments about the training. After this event, it led us to make new contacts within the school district for programming.

Our Substance Use Prevention Program created three new partnerships within schools in Story County this fiscal year. We taught for the first time in Ballard, Gilbert, and Roland-Story High Schools. All three schools received the Catch My Breath curriculum. This was a new curriculum we added this year. The feedback we received from students was positive and highlighted the importance of gaining knowledge about the subject.

- *"I feel that YSS helped me by educating me about how to say no to vaping and how to know the dangers of it"*
- *"People that are thinking about vaping this class will probably change their minds"*
- *"Learned a lot of interesting and cool facts I didn't know before and just how strong an addiction can be"*
- *"Even as someone who doesn't vape, I found the course to be very interesting, eye-opening, and important"*

We taught the curriculum Too Good for Drugs for 4<sup>th</sup> grade classes at Ballard East Elementary School. This was our second year continuing this partnership and the school counselor, Mr. Macki, has proposed tentative dates

for the next school year. Many students provided positive comments on their feedback forms. Here are some of the students' responses:

- *"I think if all schools took this class, then a lot less people would make bad decisions"*
- *"It will really help me in the future to know what to do in a situation"*
- *"This program was very helpful I think to our grade and how it impacts our life"*
- *"It was very good to know for the future"*
- *"She made it a fun way to learn"*

Being our prevention program is expanding, we were able to hire a part-time Substance Use Prevention Specialist (Barbara Cooper) to help implement programming in Story County. Barbara has done a great job teaching the topics of nicotine and marijuana prevention in some schools.

A major addition we are adding to Substance Use Prevention is our new Hidden In Plain Sight Trailer. We have taken the trailer to some events; parents have relayed positive feedback. For example, at Ember, parents walked through and praised how they were not aware of everything available for youth to purchase. Other parents that have walked through, are saying how this would be a great tool for school staff trainings and other community events.

### **Trends/Where are we Headed:**

Youth substance use continues to evolve, and our prevention programming is adapting in response. We are seeing increasing confusion among middle and even elementary school students around the differences between medical and recreational marijuana. Many students assume that because marijuana can be used as a "medicine," it is inherently safe—without understanding the legal distinctions or health risks. Similarly, students often do not realize that recreational marijuana remains illegal in Iowa.

Another growing concern is the lack of awareness about the dangers of counterfeit pills and fentanyl. Many youth had not previously heard about fentanyl or understood how lethal even small amounts can be. In our sessions, we've used DEA resources to help students visualize what a lethal dose looks like and better understand the risks of misusing prescription medications. There's also ongoing confusion between prescription and over-the-counter medications, especially among younger students.

Vaping remains one of the most visible trends in youth substance use, particularly flavored vapes. Both teachers and students have reported frequent use, and many schools are seeing an increase in students being caught vaping on school grounds. This continues to highlight the need for up-to-date, engaging education that resonates with young people.

Looking ahead, we are excited to begin piloting an early intervention program in partnership with schools in two nearby counties. This program is designed to provide targeted education and support to students who may be at higher risk for substance use or have violated the school's substance use policy. Our goal is to learn from this pilot and expand the program into Story County in the near future. We are also actively working to expand our overall reach—both in the number of students served and in the depth of our content—so we can better address the evolving needs of youth and their communities.

## **Summer Enrichment Programming**

**Submitted By: Mandy Schrank /Tanner Koder**

### **Program Description/ Objective/Goals:**

The Summer Enrichment Program is a free, 6-week opportunity offered in Nevada, Ames, and Collins-Maxwell for students in Early Kindergarten through 8th grade. Held during half-day sessions, the program provides both breakfast and lunch daily, helping to address food insecurity among Story County youth—particularly those who qualify for free or reduced lunch during the school year.

Beyond meals, the program creates a fun, safe, and engaging environment where students can explore new ideas, build friendships, and develop important skills. With a strong focus on literacy, STEM, physical activity, and creative expression, the program is designed to combat summer learning loss while nurturing a love for reading and learning. Hands-on activities and community partnerships allow youth to experience novel challenges that build problem-solving, social-emotional skills, and confidence.

Our goals are to ensure that all students, regardless of background, have access to nutritious meals, enriching educational experiences, and positive social connections throughout the summer months. Through strong community collaboration, we strive to support the whole child—academically, physically, and emotionally.

### **Measurables and Number Served:**

#### **2025 COLLABORATORS:**

- Ames Community School District
- Nevada Community School District
- Collins-Maxwell School District
- Raising Readers
- Ames Public Library
- Nevada Public Library
- Maxwell Public Library
- ISU football team
- Nevada Fire Department
- Nevada Police Department
- Sports Bowl of Nevada
- Pint Sized Ice Cream in Nevada
- Paragon of Nevada
- ISU College of Veterinary Medicine
- Vision 2 Learn

#### **Number Enrolled for 2024:**

- Ames: 59
- Nevada: 138
- Collins-Maxwell: 58

#### **Number Served in 2023:**

- Ames: 85
- Nevada: 114
- Collins-Maxwell: 60

### **Outcomes:**

84% of Youth attended program at least 75% of the days

72% of Youth surveyed reported that Summer Enrichment made a positive impact on them

### **Challenges:**

While the Summer Enrichment Program continues to provide vital support to students and families, a few challenges remain. One ongoing concern is securing sufficient resources to address food insecurity beyond the classroom. While breakfast and lunch are provided during the program, many students face hunger at home, and we currently lack the resources to consistently send food home with those who need it most.

Another challenge is maintaining appropriate staffing levels to best support all students. While a 15:1 student-to-staff ratio meets general guidelines, a lower ratio would allow for more individualized attention, especially for students with behavioral or social-emotional needs. Reducing group sizes would improve the quality of interactions and better support students who benefit from more direct guidance and structure. These challenges highlight the need for continued investment in both nutritional support and staffing to ensure every child has the opportunity to thrive.

### **Impact Story:**

The Summer Enrichment Program continues to make a meaningful difference in the lives of Story County youth and their families. By providing consistent access to nutritious meals, engaging learning opportunities, and a safe, supportive environment, we are helping students grow academically, socially, and emotionally during the critical summer months. From sparking a love of reading to offering hands-on STEM activities and creative expression, the program plays a vital role in preventing summer learning loss and supporting the whole child. The stories that follow highlight just a few of the many ways this program has positively impacted the lives of the youth we serve.

Staff record at least 2 success stories each week of program.

- Collins-Maxwell site supervisor watched a boy who has trouble at school and pushed people away, start to bond with his lead staff.
- All three sites were able to partner with and enjoy ISU vet med and the field trip to the ISU Vet Med College, where students then reported being inspired to become a vet.
- Each site participated in 4 off site field trips this year which partnered with many community members and those who support Summer Enrichment year in and year out.
- Nevada numbers from registration continue to increase as well as consistency of participation!

### **Trends/Where are we Headed:**

- The Summer Enrichment Program continues to evolve to meet the growing and changing needs of the youth we serve. This year, we experienced a significant increase in demand, which required us to close registration earlier than in previous years and, unfortunately, left some children on a waiting list. This high level of interest reinforces the importance of our program and the need to expand capacity so more students can benefit from the support we provide.
- We are also seeing a continued rise in behavioral and social-emotional needs among participants, which increases the demand for smaller group sizes, additional staff support, and trauma-informed practices. At the same time, the number of non-English speaking students continues to grow, highlighting the need for greater language access and culturally responsive programming.
- Looking ahead, we are committed to strengthening the program by bringing in more community partners, increasing access to enrichment opportunities, and creating space for youth to have voice and choice in their daily experiences. By listening to our students and adapting to their needs, we

aim to provide an inclusive, engaging, and supportive summer environment where all children can thrive.

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**Rosedale Emergency Shelter**  
**Submitted By: Emily Rebollozo**

**Program Description/ Objective/Goals:**

Youth and Shelter Services (YSS) Rosedale Shelter was the first youth emergency shelter program in Iowa. Located in historic Old Town Ames at 703 Burnett Avenue, Rosedale Shelter is a licensed 15-bed that provides 24/7 emergency shelter and other services for youth 12 to 17 years of age. The youth served may be runaways or homeless, victims of human trafficking, need assistance to resolve family conflict, have experienced abuse or neglect, or have been adjudicated and are awaiting court action. Most of the youth have experienced significant trauma and instability. Each year Rosedale Shelter serves up to 200 youth by providing a safe, nurturing, and temporary home-like setting with structured programming, staff supervision, recreation activities, and the opportunity for community engagement. Rosedale provides services including crisis intervention, mediation, access to non-emergency services, behavioral health services, referrals, and education, and serves as a temporary placement for youth awaiting the next step.

Rosedale Shelter services include but are not limited to on-site shelter for youth, 24/7 professional staff supervision, crisis intervention and mediation, an Area Education Agency classroom, development of individual client goals, education and support groups, opportunities to practice basic life skills, and referrals for specialized services such as psychological/social evaluation and testing and substance abuse evaluations. A team of caring professionals work together with the goal of reuniting youth with their families whenever possible to support permanent, safe, and loving homes for all youth.

**Measurables and Number Served:**

As of March 2025: 6 unduplicated Story County clients were served in shelter for a total of 494 units (bed days), 5 of those youth were diverted from long-term placement and reunited with their parent/guardian(s) back in Story County. One youth went to a long-term placement outside of Story County after discharge.

Additionally, 9 Story County families called Rosedale Shelter during a crisis with their youth. Rosedale Shelter staff were able to provide telephonic support and give information about referral options to the families without the youth having to receive a shelter placement outside the home. Rosedale also answered 21 calls from adults (some with families that had young children) who reside in Story County and are experiencing homelessness. They were given Coordinated Entry's toll-free number to seek emergency shelter services.

**Outcomes:**

100% of Story County Youth are discharged to a recommended destination.  
100% of Story County Youth showed improvement in basic living skills.

**Challenges:**

The biggest challenge for Rosedale Shelter continued to be the facility. It did not allow ideal programming, line of sight, access to a yard, and flexibility in bed availability based on gender. The house was in the historic district of Ames, and this made renovations and changes to the structure challenging along with limited access to green space for the youth outside. Another significant challenge continued to be the No-Eject/Reject policy in the Emergency Shelter Contract with the Department of Health and Human Services

(HHS). This policy required providers to keep youth in care that were unsafe to themselves and others. This had a negative impact on some service outcomes, decreased staff retention, increased client length of stay due to no higher levels of care accepting them, and increased damage to the facility. Ultimately these challenges are what lead YSS to pivot programming and lean into our niche of recovery at our newly constructed campus, which is located in Cambridge.

**Impact Story:**

Rosedale Shelter served a 12-year-old male who had a history of aggressive behaviors and struggles in school. This young man was placed after he got into a physical altercation with his mother. His Mother reported anger outburst, physical aggression towards her, and damages to the house when this young man got upset. The family denied any additional services and his mother initially did not want to pick him up. After staff continued to work with the family. They decided for this young man to go stay with his relatives in another State to reset. During a follow-up call, the family stated that the move had helped this young greatly and that he and his mother were beginning to mend their relationship having sometime apart as well.

**Trends/Where are we Headed:**

In the past year, all youth emergency shelters in the State of Iowa have experienced some of the same trends. Youth with more complex needs stay at the lowest level of care (shelter) for longer periods of time. While the average length of stay decreased from 73 days to 49 days this was mostly due to Rosedale ending the contract with HHS and youth not being placed to avoid additional movement for them. This past year Rosedale shelter had 3 youth stay over a year, one of those youth spent 402 days in shelter care.

YSS Rosedale Shelter ended our Shelter contract with HHS on May 30th, 2025. On April 1st, staff moved out to Ember Recovery Campus and have been providing Crisis Stabilization and Basic Center Program (non-system involved emergency shelter) services to youth in crisis. This transition provides more structure, improved programming, is nature-based, provides access to onsite therapists, and has helped align services provided on the campus. The change in programming has been a shift for staff, but YSS Ember Recovery Campus looks forward to providing services to youth in need with a more focused and intentional approach to recovery. While Rosedale Shelter will no longer be providing shelter services with funding from the Story County Board of Supervisors, YSS is extremely grateful for the partnership and funding to provide shelter care services in Story County over the years. We look forward to opportunities for different partnerships in the future and YSS is dedicated to continuing serving Story County families who are experiencing a mental health or behavioral health crisis at Ember Recovery Campus.



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**Transitional Living**  
**Submitted By: Cassandra Cruz**

**Program Description/ Objective/Goals:**

The Transitional Living Program (TLP) serves youth ages 16.5 to 21 by providing immediate access to safe, stable housing in YSS-owned or leased apartments. Designed for youth experiencing homelessness, the program prioritizes rapid housing placement followed by intensive support to build long-term independence.

Participants receive individualized case management focused on core life skills, including budgeting, managing a household, securing and maintaining employment, and completing educational goals such as a GED or high school diploma. The program also emphasizes the development of self-advocacy, emotional regulation, and healthy decision-making.

By addressing both the immediate need for shelter and the long-term skills required for independence, TLP helps young people break the cycle of homelessness, gain living-wage employment, and transition successfully into adulthood.

**Measurables and Number Served:**

As of the close of this quarter (July 1, 2024 – June 30, 2025), we have served a total of 33 participants through our Transitional Housing Services, accounting for 3,911 service units. While overall engagement remained strong, we experienced a slight decrease in total units this reporting period due to one housing unit being offline for two months as a result of extensive repairs required following client-related damages.

**Outcomes:**

Following a period of staff turnover, the program is now fully staffed, allowing for greater consistency in service delivery and client engagement.

During this reporting period, **18 youth** were successfully housed in the Transitional Living Program (TLP). Of these, **5 youth were discharged**, with the following housing outcomes:

- **4 of 5 (80%)** were discharged to **positive and safe housing**
- **1 of 5 (20%)** was discharged to a **correctional facility**

The program also tracks quarterly impact data to assess progress toward client outcomes. Over the course of the reporting period, **100% (18/18)** of participants were connected to **mainstream benefits**.

Among the 5 youth who were discharged from the program:

- **100%** reported improvements in key areas of functioning, including:
  - **Independent Living Skills**
  - **Family relationships**
  - **Peer relationships**
  - **Mental and physical health**
  - **Employment and/or education**

- **Personal safety**
- **Ability to establish and maintain savings**

These outcomes demonstrate strong progress toward the program’s goal of increasing long-term stability, life skills, and readiness for independent living among youth experiencing housing instability.

### **Challenges:**

As part of our ongoing evaluation of the Transitional Living Program, we have identified key challenges impacting young adults (18–21) in the areas of skill development, employment, and housing stability. Below is a summary of the primary barriers we’re seeing, along with the solutions our team is actively implementing or exploring to strengthen outcomes.

#### **Limited Independent Living Skills**

Many youth enter TLP without basic life skills due to family instability, system involvement, or trauma. Daily tasks like budgeting, cooking, and paying bills can be significant barriers to independence.

#### **Unstable Employment & Low Income**

Youth are often employed in low-wage, part-time jobs with unpredictable schedules. This makes saving for deposits or sustaining rent outside the program extremely challenging.

#### **Barriers to Securing Housing**

Lack of credit history, previous evictions, or background concerns limit landlord willingness to lease to youth aging out of TLP. Some youth also struggle with advocating for themselves in the rental market.

#### **Mental Health & Trauma Impacts**

Anxiety, depression, and trauma-related symptoms affect job consistency, program engagement, and housing retention.

#### **Transportation Limitations**

Reliable transportation remains a barrier, especially for youth living in suburban or rural areas where public transit is minimal or non-existent.

#### **Motivation & Executive Functioning Challenges**

Some youth struggle with planning, follow-through, and long-term goal setting, often due to developmental or trauma-related factors.

### **Action Steps & Solutions:**

- **Life Skills Expansion:** We are enhancing hands-on independent living skills training through on-site practice opportunities (budgeting sessions, cooking nights, cleaning demos).
- **Employment Supports:** We continue to strengthen employer partnerships that offer youth-friendly hours, mentoring, and advancement pathways.
- **Credit Building:** We are connecting youth with secured credit products, financial coaching, and credit repair resources.
- **Landlord Outreach:** Staff are increasing outreach and offering education and incentive funds to landlords to expand safe housing options for youth ready to exit TLP.
- **On-Site Mental Health Supports:** We are coordinating referrals for therapy and increasing access to trauma-informed groups and peer support.

- **Transportation Assistance:** We continue to provide bus passes, gas cards, and are exploring rideshare partnerships where appropriate.
- **Executive Function Coaching:** We are integrating planners, text reminders, and more structured case management check-ins to build time management and accountability.

We will continue to monitor these areas closely and adapt strategies to ensure youth have the practical tools, supportive connections, and pathways needed for long-term success beyond TLP.

### **Impact Story:**

When this young man entered the Transitional Living Program, he carried more than just the stress of finding housing. He was juggling court involvement, probation check-ins, pressure to find employment, and unresolved substance use, all while trying to simply survive. Understandably, he wasn't eager to dive into programming. He showed up when he had to, kept his guard up, and often expressed that he felt overwhelmed and tired of being told what to do.

At first, the staff didn't push; they showed up. Consistently. Even when he brushed off services or skipped appointments, staff followed up with patience and care, reminding him that he wasn't alone and that help was still available whenever he was ready.

Over time, that consistency paid off.

Slowly, he began engaging in case management. He admitted he didn't know where to start with job applications and felt embarrassed by his lack of experience. Staff walked him through it, step by step, with no judgment. He applied, interviewed, and landed a part-time job. That moment sparked something in him. He started coming to more appointments, opening up about unhealthy relationships and his desire to do better, not just for himself, but to prove to others he could change.

With encouragement and gentle accountability, he got signed up for substance abuse services and started showing up to groups. He began talking about boundaries, trust, and the kind of future he wanted.

Today, he's working, engaging in recovery, and continuing to meet with staff to work on long-term goals. He still has tough days, but now, he's facing them with tools, support, and belief in himself.

### **Trends/Where are we Headed:**

Longer times are needed in Transitional Housing, we have seen youth spending more time in this phase, The cost of living has surged, and with it, the path to self-sufficiency has become steeper. The correlation between increased time in programming and rising financial barriers is unmistakable. Young people are doing the work, but they need more time, more support, and more opportunities to achieve sustainable independence.

We anticipate that these challenges will persist and may even intensify as affordable housing remains limited and mental health and substance use needs continue to rise. But we are working hard to counter this.

We continue to explore new and innovative strategies to foster authentic youth engagement, ensuring that participants feel truly seen, heard, and connected to both their goals and the communities they live in. Our commitment is not only to provide shelter, but to cultivate purpose, belonging, and long-term stability

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## ***Family Counseling and Clinic Substance Use and Service Coordination***

### ***Submitted By: Aaron Blass***

#### **Program Description/ Objective/Goals:**

The YSS Family Counseling and Clinic is dedicated to providing essential behavioral health and integrated care services within Story County. Our offerings include mental health therapy, substance use counseling, intensive outpatient substance use treatment, and Integrated Health Home services.

#### **Measurables and Number Served:**

Between July 1, 2024 and March 31, 2025

- Story County Individuals served – 827
- Story County Individuals who received an Assessment – 352
- Story County Individuals who received psychiatric services – 259

#### **Outcomes:**

Satisfaction Surveys are completed by clients and guardians. The results from this year are:

- 98% of the clients reported feeling YSS services made a positive impact on their life.
- 94% of the clients reported gaining coping skills.
- 90% of the guardians reported their child had made progress while in services at YSS.
- 96% of the guardians reported YSS had made a positive impact on their child/family.

#### **Challenges:**

Recruiting and retaining providers remains a significant challenge, particularly given the operational and financial pressures tied to this complex patient population. Low appointment compliance and varying levels of care needs, combined with reimbursement rates that fall below fixed costs, create ongoing sustainability concerns. The intersection of low reimbursement and inconsistent engagement presents a difficult financial model to maintain long term.

#### **Impact Story:**

Earlier this year, a young adult in Story County experiencing suicidal ideation was connected immediately to a YSS crisis team member through our crisis appointment services. Thanks to the availability of same-day support, the individual received timely, compassionate care that helped stabilize their mental health and avoid hospitalization. Following the intervention, they were connected to ongoing outpatient services and

community supports. Today, they are thriving, engaged in school, working part-time, and actively participating in their treatment plan. This story highlights the critical importance of accessible crisis services in our communities, demonstrating how immediate care can lead to long-term stability and well-being.

**Trends/Where are we Headed:**

The YSS Psychiatric Medication Management (PMM) program is sunsetting in 2025, in response to a broader shift in Iowa's behavioral health system, with Certified Community Behavioral Health Clinics (CCBHCs) now positioned to provide this level of complex care. Two CCBHCs are available in our region to support client transitions and ensure continuity of care. In response to growing community needs, YSS is expanding its Intensive Outpatient Program, with a particular focus on substance use disorder services. This expansion aligns with concerning trends, such as the declining perception of risk around substances like marijuana and missed opportunities for early intervention among adolescents. At the same time, we are renewing efforts to incentivize mental health therapists to engage clients in an operationally efficient and sustainable way. These strategic shifts reflect our commitment to meeting evolving community needs while ensuring long-term viability and impact.



# University Community Childcare

Creating a nurturing and enriching environment in order  
for our community's children to thrive.

## UCC Report to Story County Board of Supervisors

July 15, 2025

10:00 a.m.

### University Community Childcare

- Private, non-profit child care center located on the north side of the ISU campus across from Veenker golf course
- UCC is governed by a board of directors consisting of center parents and community members
  - ✓ UCC provides full and part day early care and education services for infants, toddlers, and preschoolers throughout the year
  - ✓ UCC provides care before and after school for children in Kindergarten – 5<sup>th</sup> grade during the academic year; full day during school vacations

UCC provides care for 80-100 children every week who are cared for by:

- 24 permanent staff – teachers, food program staff, office support staff and the executive director and asst director.
- 25-30 part-time assistant teachers – ideally ISU students eligible for the college work-study program. UCC pays 25% of their hourly rate of pay.

UCC funding sources:

- ASSET funders – this funding supports reduced fees for ISU student families with incomes below 200% of the federal poverty guidelines
- ISU – provides both monetary funding and in-kind services – the building is rent-free

- ISU Dept. of Residence – funding used to cover occupancy expenses such as mowing, snow removal and building maintenance
- ISU CCAMPIS Grant – federal program – supports fees for Pell grant eligible ISU students enrolled at on-campus childcare centers. The grant was renewed Oct. 1, 2022 for (4) years. (34) children were on the CCAMPIS Grant program during FY 24-25.
- USDA – support through the Child and Adult Care Food Program (CACFP)
- BooSt – provides scholarships for preschool children (1 child at \$245/mo. FY 24-25)
- UCC also works with the Ames School District and the Statewide Voluntary Preschool Program for 4 year old children.

UCC is a community site for this preschool program. Benefits: free 10'/wk. to participating families; grant will pay for staffing expenses (6 children FY 24-25)

Client statistics from 2024-25 show UCC provided care for 92 children

- Location of residence
  - ✓ 52 were ISU student parent(s)
  - ✓ 89 were Ames residents
  - ✓ 90 were Story County resident
  - ✓ 2 lived outside of Story County
  
- Client income levels
  - ✓ 50% were below 200% of poverty guidelines
  - ✓ 45 children had fees paid by a 3<sup>rd</sup> party, i.e., Dept. of Human Services, ISU CCAMPIS Grant, BooST Empowerment scholarship, Statewide Voluntary Preschool funds

UCC strengths include:

- Accreditation from the National Association for the Education of Young Children since 2000. On October 1, 2021 renewed for another 5 year term through October 1, 2026.
- Achieving and maintaining a level 5 rating on the new Iowa Quality Rating System (IQ4K). We are one of only eight level 5 rated child care centers in the entire state of Iowa.

- Staff taking advantage of continuing education sponsored by Child Care Resource & Referral of Central Iowa, the State of Iowa and by the Iowa Association for the Education of Young Children. To date, (1) current employees has received an AA degree through TEACH. This program pays tuition for staff currently working full time in childcare. We are offering and requiring prospective employees with 2 years' experience in childcare the opportunity to earn their CDA (Child Development Associate Credential) which requires 12 ECE credits from a community college. We have (2) employees currently working with TEACH to advance their education!
- Out of 18 permanent staff, (6) have worked at UCC 2-5 years, (2) working from 5-10 years and (4) greater than 10 years.

UCC weaknesses include:

- lengthy waiting lists for infants & toddlers
- extreme difficulty hiring qualified full time employees
- difficulty in balancing affordability for families and the ability to pay staff an appropriate wage

# CONTRACT

## STORY County -- HMA Paving

Project Number: L-F17--73-85

Letting Date: Tuesday, June 3, 2025

THIS AGREEMENT made and entered by and between STORY County, Iowa, by its Board of Supervisors consisting of: Lisa Heddens (Chairperson), Linda Murken, Latifah Faisal, Contracting Authority, and MANATT'S, INC. of, BROOKLYN, IA 52211-0535, Contractor.

WITNESSETH: That the contractor, for and in consideration of One Hundred Seven Thousand One Hundred Eleven Dollars and No Cents (\$107,111.00) payable as set forth in the specifications constituting a part of this contract, hereby agrees to construct in accordance with the plans and specification therefore, and in the locations designated in the notice to bidders, the various items of work as listed in the quantity and unit price tabulation

Said specifications and plans are hereby made a part of and the basis of this agreement, and a true copy of said plans and specifications are now on file in the office of the County Auditor under the date of 5/6/2025

That in consideration of the foregoing, the Contracting Authority hereby agrees to pay the Contractor, promptly and according to the requirements of the specifications the amounts set forth, subject to the conditions as set forth in the specifications

That it is mutually understood and agreed by the parties hereto that the notice to bidders, the proposal, the specifications for Project No. L-F17--73-85 in STORY County, Iowa, the within contract, the contractor's bond and the general and detailed plans are and constitute the basis of the contract between the parties hereto.

That it is further understood and agreed by the parties of this contract that the above work shall be commenced and completed on or before:

Work Days	Date Type	Date	Liquidated Damages Per Day
10	Late Start Date	10/1/2025	\$1,000.00

That time is the essence of this contract and that said contract contains all of the terms and conditions agreed upon the parties hereto.

It is further understood that the Contractor consents to the jurisdiction of the courts of Iowa to hear, determine and render judgment as to any controversy arising hereunder.

IN WITNESS WHEREOF the parties hereto have set their hands for the purposes herein expressed to this and three other instruments of like tenor, as of the \_\_\_\_ Day of \_\_\_\_\_, 2025

**STORY County Iowa, Contracting Authority**

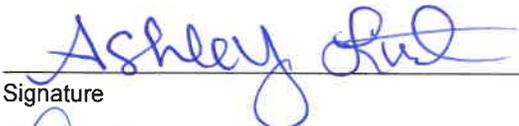


Chairperson, County Board of Supervisors

7-15-25

Date

**MANATT'S, INC., Contractor**



Signature

42-1377409

Federal ID

**Recommend Approval:**



7-8-25

Story County Engineer

Date

# SCHEDULE OF PRICES -- CONTRACT

## STORY County, Iowa -- Project L-F17--73-85

Type of work : HMA Paving

	Item Number	Description	Units	Quantity	Unit Price	Total
1.	2102-2710090	EXCAVATION, CLASS 10, WASTE	CY	57.4	\$65.00	\$3,731.00
2.	2121-7425020	GRANULAR SHOULDERS, TYPE B	TON	134.600	\$45.00	\$6,057.00
3.	2303-1031500	HOT MIX ASPHALT STANDARD TRAFFIC, BASE COURSE, 1/2 IN. MIX	TON	416.10	\$72.00	\$29,959.20
4.	2303-1032500	HOT MIX ASPHALT STANDARD TRAFFIC, INTERMEDIATE COURSE, 1/2 IN. MIX	TON	208.100	\$72.00	\$14,983.20
5.	2303-1033500	HOT MIX ASPHALT STANDARD TRAFFIC, SURFACE COURSE, 1/2 IN. MIX, NO SPECIAL FRICTION REQUIREMENT	TON	208.100	\$72.00	\$14,983.20
6.	2303-1258283	ASPHALT BINDER, PG 58-28S, STANDARD TRAFFIC	TON	49.90	\$526.00	\$26,247.40
7.	2528-8445110	TRAFFIC CONTROL	LS	1.00	\$1,250.00	\$1,250.00
8.	2528-8445113	FLAGGERS	EACH	12.000	\$575.00	\$6,900.00
9.	2533-4980005	MOBILIZATION	LS	1.00	\$3,000.00	\$3,000.00
<b>Contract Total</b>						<b>\$107,111.00</b>

STANDARD SPECIFICATIONS OF THE IDOT, SERIES 2023, AND CURRENT SUPPLEMENTAL SPECIFICATIONS SHALL APPLY.

The County, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

# IOWA DOT CONTRACTOR'S PERFORMANCE BOND

Bond Number: 101559698

Contract I.D.: Project L-F17--73-85

County: Story

KNOW ALL PERSONS BY THESE PRESENTS: That we,

Manatt's, Inc.

of 1775 Old 6 Road, Brooklyn, IA 52211

(~~hereinafter called the Principal~~) and Merchants Bonding Company (Mutual)

of 6700 Westown Parkway, West Des Moines, IA 50266

(~~hereinafter called the Surety~~) are held and firmly bound unto the

Story County, Iowa

(Iowa DOT, County, or City name, etc.)

(~~hereinafter called the Contracting Authority~~) Iowa, in the sum of

one hundred seven thousand one hundred eleven dollars

( \$107,111.00 ),

lawful money of the United States, to the payment of which sum, well and truly to be made, we bind ourselves, our executors, administrators, successors, and assigns jointly and severally by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, THAT whereas the above bounden Principal did enter into a written contract

with the Contracting Authority to perform

L-F17--73-85 HMA Paving

Copy of which contract, together with all of its terms, covenants, conditions, and stipulations, is incorporated herein and made a part hereof as fully and completely as if said contract were recited at length; and whereas, the principal and sureties on this bond hereby agree to pay all persons, firms, or corporations having contracts directly with the principal or with subcontractors, all just claims due them for labor performed or materials furnished, in the performance of the contract on account of which this bond is given, when the same are not satisfied out of the portion of the contract price which the public corporation is required to retain until completion of the public improvements, but the principal and sureties shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law.

Now, if the principal shall in all respects fulfill his said contract according to the terms and tenor thereof, and shall satisfy all claims and demands incurred for the same, and shall fully indemnify and save harmless the Contracting Authority from all costs and damages which it may suffer by reason of failure to do so and shall fully reimburse and repay the Contracting Authority all outlays and expense which it may incur in making good any such default, then the obligation is to be void and of no effect; otherwise to remain in full force and effect. Every surety on this bond shall be deemed and held, any contract to the contrary notwithstanding, to consent without notice:

1. To any extension of time to the contractor in which to perform the contract.
2. That the bond shall remain in full force and effect until the contract is completed within the specified contract period, within an extension thereof, or within a period of time after the contract period has elapsed and the liquidated damage is being charged against the contractor.
3. To any change in the plans, specifications, or contract, when such change does not involve an increase of more than 20 percent of the total contract price, and shall then be released only as to such excess increase.
4. That no provision of this bond or of any other contract shall be valid which limits to less than five years from the completion of the contract the right to sue on this bond for defects in work quality or material not discovered or known to the Contracting Authority at the time such work is accepted.

This bond is to be considered a performance bond and secures the Contracting Authority the right to recover from the contractor on account of material or labor entered into the work or work performed not in accordance with the contract, specifications, or plans. The contractor does not by this obligation guarantee to maintain the work for five years.

# IOWADOT CONTRACTOR'S PERFORMANCE BOND

Bond Number: 101559698

Contract I.D.: Project L-F17--73-85

County: Story

IN WITNESS WHEREOF, we have hereunto set our hands and seals this 2nd day of July, 2025.

Manatt's, Inc. Principal

By: Ashley Lint  
Contract Admin.  
Title

Merchants Bonding Company (Mutual) Surety

By: E Marie Burmahl  
E Marie Burmahl Attorney-in-Fact  
Title

Address: P.O. Box 14498, Des Moines, IA 50306-3498

Principal

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

Surety

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

Address: \_\_\_\_\_

Principal

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

Surety

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

Address: \_\_\_\_\_

**For contracts where a County Board of Supervisors is the Contracting Authority:**

This bond approved by the Board of Supervisors of Story County,  
this 15th day of July, 2025  
Alex K Hedden Chair  
Signature Title

**For contracts where neither the DOT nor a County Board of Supervisors is the Contracting Authority:**

This bond approved by the \_\_\_\_\_  
(Contracting Authority)  
this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_  
Signature Title

**DISCLOSURE STATEMENT FOR CONTRACTOR'S PERFORMANCE BONDS**

The information requested will be used by the Iowa Department of Transportation to determine if a contractor/vendor is bonded in accord with the requirements established by the contracting authority. This secures the IDOT and/or the State of Iowa the right to recover from the contractor/vendor if material or labor entered into the work performed is not in accord with the contract, specifications, or plans. Persons outside the Department may occasionally request this information. Failure to provide all required information will result in denial of the award of the contract.

# MERCHANTS BONDING COMPANY™ POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, and MERCHANTS NATIONAL INDEMNITY COMPANY, an assumed name of Merchants National Bonding, Inc., (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

**E Marie Burmahl**

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the By-Laws adopted by the Board of Directors of the Companies.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner - Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 2nd day of July, 2025.

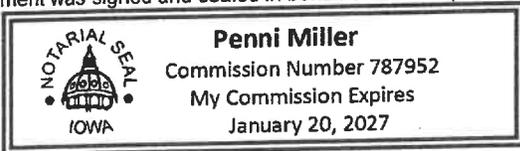


MERCHANTS BONDING COMPANY (MUTUAL)  
MERCHANTS NATIONAL BONDING, INC.  
MERCHANTS NATIONAL INDEMNITY COMPANY

By   
President

STATE OF IOWA  
COUNTY OF DALLAS ss.

On this 2nd day of July, 2025, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL), MERCHANTS NATIONAL BONDING, INC., and MERCHANTS NATIONAL INDEMNITY COMPANY; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



  
Notary Public

(Expiration of notary's commission does not invalidate this instrument)

I, Elisabeth Sandersfeld, Secretary of MERCHANTS BONDING COMPANY (MUTUAL), MERCHANTS NATIONAL BONDING, INC., and MERCHANTS NATIONAL INDEMNITY COMPANY do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 2nd day of July, 2025.



  
Secretary

**COUNTY AUDITOR'S REPORT OF FEES COLLECTED**

STATE OF IOWA}  
STORY COUNTY}

TO THE BOARD OF SUPERVISORS OF STORY COUNTY:

Pursuant to the Code of Iowa, Chapter 331.902, Collection and Disposition of Fees Collected, I, Lucy Martin, Auditor of the above named County and State, do hereby certify that the following is a true and correct statement of fees collected by me in my office for the fiscal year ending June 30, 2025 and the same has been paid to the Story County Treasurer.

For Elections for Other Entities	\$ 8,589.84
For Other Office Fees	\$ 18,730.22

Plat Books	1,862.86	
Computer Services		
Fiscal Agent Fees	16,277.50	
Map Copies		
Copies	9.20	
Miscellaneous	580.66	
<b>TOTAL</b>		<b>\$ 27,320.06</b>

Quarterly Breakdown:

For:	4TH QTR	3RD QTR	2ND QTR	1ST QTR
Billable Elections	6,139.66	65.00	2,345.18	40.00
<u>Other Office Fees</u>	<u>4,303.33</u>	<u>4,703.52</u>	<u>5,237.78</u>	<u>4,485.59</u>
<b>TOTAL</b>	<b>10,442.99</b>	<b>4,768.52</b>	<b>7,582.96</b>	<b>4,525.59</b>

  
 \_\_\_\_\_  
 LUCY MARTIN  
 Story County Auditor

**APPROVED**      **DENIED**  
 Board Member Initials: JKH  
 Meeting Date: 7-15-25  
 Follow-up action: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

COUNTY AUDITOR'S REPORT OF FEES COLLECTED

STATE OF IOWA}  
STORY COUNTY}

TO THE BOARD OF SUPERVISORS OF STORY COUNTY:

Pursuant to the Code of Iowa, Chapter 331.902, Collection and Disposition of Fees collected, I, Lucy Martin, Auditor of the above named County and State, do hereby certify that the following is a true and correct statement of fees collected by me in my office for the quarter ending June 30, 2025 and the same has been paid to the Story County Treasurer.

For Elections for Other Entities Elections		\$ 6,139.66
Misc Elections	20.00	
City/School Elections		
Special Elections	6,119.66	

For Other Office Fees		\$ 4,303.33
Plat Books	232.20	
Computer Lists		
Fiscal Agent Fees	4,068.88	
Map Copies		
Copies	2.25	
Miscellaneous		

TOTAL \$ 10,442.99

Treasurer's Receipts for the above are attached.

  
\_\_\_\_\_  
LUCY MARTIN  
Story County Auditor  
July 7, 2025

**APPROVED**      **DENIED**  
Board Member Initials: AKH  
Meeting Date: 7-15-25  
Follow-up action: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

COUNTY RECORDER'S REPORT OF FEES COLLECTED FOR 4TH QUARTER  
FISCAL YEAR 2024-2025

**APPROVED** **DENIED**

Board Member Initials: AKH  
Meeting Date: 7-15-25  
Follow-up action: \_\_\_\_\_

STATE OF IOWA }  
COUNTY OF STORY }

TO: THE STORY COUNTY BOARD OF SUPERVISORS

Pursuant to the Code of Iowa, Chapter 331.902, Collection and Disposition of Fees, I, Stacie Herridge, Recorder of the above-named County and State do hereby certify that the following is a true and correct statement of the fees collected by me in my office for the 4th Fiscal Quarter ending June 30, 2025, and the same has been paid to the County Treasurer.

Change of Title Fees	01000-08000-4100-07	\$4 335.00
Records Management Fees	27000-08000-4140-07	\$2 808.00
Electronic Transaction Fees	56000-08000-4160-07	\$2 808.00
Real Estate Transfer Tax	01000-08000-4040-07	\$46 920.14
Recording Fees	01000-08000-4000-07	\$65 386.00
Snowmobile Fees	01000-08000-4010-07	\$22.00
Boat Fees	01000-08000-4020-07	\$3 541.00
Hunting & Fishing Fees	01000-08000-4030-07	\$5.50
UCC Fees	01000-08000-4050-07	\$0.00
Copy Fees	01000-08000-4060-07	\$986.50
ATV Fees	01000-08000-4070-07	\$1 459.00
Vital Records Fees	01000-08000-4130-07	\$6 584.00
Passport Fees	01000-08000-4150-07	\$7 270.00
Boat Title Fees	01000-08000-4120-22	\$430.00
Interest	01000-00054-6000-07	\$55.13
Overages	01000-00055-8220-07	\$37.70
DNR Fees	01000-08000-4080-07	\$16.00
Total paid to Story County Treasurer		\$142,663.97

All of which is respectfully submitted this 7th day of July, 2025.

Stacie Herridge  
Stacie Herridge, Story County Recorder

Subscribed and sworn to before me, the undersigned, and filed in my office this 7<sup>th</sup> day of July, 2025.

Lucy Martin  
Lucy Martin, Story County Auditor

Revised April 12, 2016

**Office Use Only**

Total to Story County Treasurer	\$142,663.97
Total to DNR via ACH	\$57,520.55
Total to IVES via ACH	\$21,166.00
Total to Dept. of Revenue	\$263,645.99
	\$484,996.51

**COUNTY RECORDER'S REPORT OF FEES COLLECTED**  
**FISCAL YEAR 2024-2025**

STATE OF IOWA  
 COUNTY OF STORY

TO: THE STORY COUNTY BOARD OF SUPERVISORS

Pursuant to the Code of Iowa, Chapter 331.902, Collection & Disposition of Fees, I, Stacie Herridge, Recorder of the above-named County and State do hereby certify that the following is a true and correct statement of the fees collected by me in my office for the 2024-2025 Fiscal Year ending June 30, 2025, and the same has been paid to the County Treasurer.

July-Sept 2024    Oct - Dec 2024    Jan - March 2025    April - June 2025

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	TOTAL
Change of Title Fees	01000-08000-4100-07 \$4,015.00	\$4,155.00	\$3,360.00	\$4,335.00	\$15,865.00
Records Management Fees	27000-08000-4140-07 \$2,548.00	\$2,683.00	\$2,098.00	\$2,808.00	\$10,137.00
Electronic Transaction Fees	56000-08000-4160-07 \$2,548.00	\$2,683.00	\$2,098.00	\$2,808.00	\$10,137.00
Real Estate Transfer Tax	01000-08000-4040-07 \$38,861.21	\$41,776.05	\$28,333.61	\$46,920.14	\$155,891.01
Recording Fees	01000-08000-4000-07 \$57,704.00	\$61,010.00	\$44,245.00	\$65,386.00	\$228,345.00
Snowmobile Fees	01000-08000-4010-07 \$51.00	\$656.00	\$398.00	\$22.00	\$1,127.00
Boat Fees	01000-08000-4020-07 \$501.00	\$93.00	\$2,622.00	\$3,541.00	\$6,757.00
Hunting & Fishing Fees	01000-08000-4030-07 \$10.00	\$9.00	\$4.50	\$5.50	\$29.00
UCC Fees	01000-08000-4050-07 \$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Copy Fees	01000-08000-4060-07 \$698.75	\$866.50	\$1,158.50	\$986.50	\$3,710.25
ATV Fees	01000-08000-4070-07 \$1,488.00	\$1,835.00	\$1,241.00	\$1,459.00	\$6,023.00
Vital Records Fees	01000-08000-4130-07 \$5,896.00	\$6,024.00	\$5,572.00	\$6,584.00	\$24,076.00
Passport Fees	01000-08000-4150-07 \$6,900.00	\$9,115.00	\$10,645.00	\$7,270.00	\$33,930.00
Boat Title Fees	01000-08000-4120-22 \$295.00	\$75.00	\$175.00	\$430.00	\$975.00
Interest	01000-00054-6000-07 \$88.46	\$49.27	\$32.27	\$55.13	\$225.13
Overages	01000-00055-8220-07 \$77.25	\$18.00	\$79.90	\$37.70	\$212.85
DNR Fees	01000-08000-4080-07 \$0.00	\$10.00	\$8.00	\$16.00	\$34.00
Total paid to Story County Treasurer	\$121,681.67	\$131,057.82	\$102,070.78	\$142,663.97	\$497,474.24

All of which is respectfully submitted this 7th day of July, 2025

*Stacie Herridge*  
 Stacie Herridge, Story County Recorder

Subscribed and sworn to before me, the undersigned, and filed in my office this 7<sup>th</sup> day of July, 2025.

*Lucy Martin*  
 Lucy Martin, Story County Auditor

**APPROVED**

**DENIED**

Board Member Initials: SHH

Meeting Date: 7-15-25

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

# Story County Sheriff's Office

## Fourth Quarter Report April - June FY25

**APPROVED**

**DENIED**

Board Member Initials: AKH

Meeting Date: 7-15-25

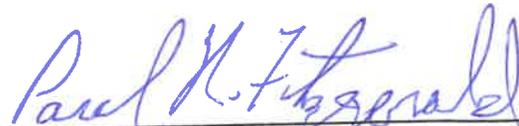
Follow-up action: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Story County Sheriff's Report  
Total Income Earned  
For the Quarter Ending June 30, 2025**

Civil Fees (01000-01000-4400-05)	\$38,788.31
Civil Fees (Credit Card)	\$1,627.66
Permits to Carry Concealed Weapon (01000-01000-4410-05)	\$4,375.00
Permit to Carry Concealed Weapon (Credit Card)	\$0.00
Interest (01000-00054-6000-05)	\$51.91
Work Release (01000-01000-4400-05)	\$842.00
<b>Total</b>	<b>\$45,684.88</b>
<b>Total Paid to Story County Treasurer</b>	<b>\$45,684.88</b>

  
\_\_\_\_\_  
Paul H. Fitzgerald, Sheriff

Dated 06/30/2025  
PHF:dcs

**Civil Fees**  
**(01000-01000-4400-05)**

Beginning Balance	\$149,871.65
Receipts from all fees	\$121,224.63
Cash on Hand	\$120.00

**Total** **\$271,216.28**

**DISBURSEMENTS:**

Clerk of Court and Miscellaneous Fees	\$72,674.91
Iowa Department of Transportation	\$0.00
Iowa Department of Public Safety	\$1,150.00
NSF Bank Fee	\$0.00

**Subtotal** **\$73,824.91**

**Story County Treasurer:**

Civil Fees (01000-01000-4400-05)	\$38,788.31
Civil Fees (Credit Card)	\$1,627.66
Concealed Weapon Permits	\$4,375.00
Concealed Weapon (CC)	\$0.00
Interest	\$51.91
Work Release	\$842.00

**Total** **\$45,684.88**

**Subtotal** **\$119,509.79**

Carry Over **\$151,586.49**

Cash on Hand **\$120.00**

**Total** **\$271,216.28**

# Story County Sheriff's Office

## Yearly Report July - June FY25

**APPROVED**      **DENIED**

Board Member Initials: SKH

Meeting Date: 7-15-25

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

\_\_\_\_\_

\_\_\_\_\_

**Story County Sheriff's Report  
Total Income Earned  
For the Year Ending June 30, 2025**

Civil Fees (01000-01000-4400-05)	\$123,798.67
Civil Fees (Credit Card)	\$6,723.57
Permits to Carry Concealed Weapon (01000-01000-4410-05)	\$15,175.00
Permits to Carry Concealed Weapon (Credit Card)	\$25.00
Interest (01000-00054-6000-05)	\$207.88
Work Release (01000-01000-4400-05)	\$6,817.00
<b>Total</b>	<b>\$152,747.12</b>
<b>Total Paid to Story County Treasurer</b>	<b>\$152,747.12</b>

  
Paul H. Fitzgerald, Sheriff

Dated 06/30/2025  
PHF:DCS

**Civil Fees**  
**(01000-01000-4400-05)**

Beginning Balance	\$585,939.56
AP Invoices	\$70.00
Receipts from all fees	\$881,999.43
Cash on Hand	\$120.00
	\$0.00
<b>Total</b>	<b>\$1,468,128.99</b>

**DISBURSEMENTS:**

Clerk of Court and Miscellaneous Fees	\$717,872.69
Iowa Department of Transportation	\$0.00
Iowa Department of Public Safety	\$4,015.00
NSF Check with bank fee	\$0.00
<b>Subtotal</b>	<b>\$721,887.69</b>

**Story County Treasurer:**

Civil Fees (01000-01000-4400-05)	\$123,798.67
Civil Fees (Credit Card)	\$6,723.57
Concealed Weapon Permits	\$15,175.00
Concealed Weapon (Credit Card)	\$25.00
Interest	\$207.88
Work Release	\$6,817.00
<b>Total</b>	<b>\$152,747.12</b>

<b>Subtotal</b>	<b>\$874,634.81</b>
Carry Over	\$593,374.18
AP Carry Over	\$0.00
Cash on Hand	\$120.00
<b>Total</b>	<b>\$1,468,128.99</b>



STORY COUNTY ATTORNEY'S OFFICE

Timothy C. Meals – County Attorney

Story County Justice Center
1315 South B Ave – Nevada Iowa 50201
(515) 382-7255 | FAX: (515) 382-7270
Ames Office – Human Services Center
126 South Kellogg Ave, Suite 203 – Ames Iowa 50010
(515) 232-4185 | FAX: (515) 232-6405



July 8, 2025

Story County Board of Supervisors
Story County Administration Building
900 Sixth Street
Nevada, IA 50201

Dear Story County Board of Supervisors:

I am requesting your consideration of a potential security enhancement to the front entrance window in the Human Services Center Attorney's Office. Currently, the space is equipped with a standard sliding glass window, which provides limited protection for our front desk staff.

Following our recent Violent Intruder Training, several safety concerns were identified, some of which could be meaningfully addressed by upgrading this window to a more secure option. Enhancing this area would contribute to a safer environment for both staff and visitors.

Facilities Director Joby Brogden has received a quote from Reflections Glass & Mirror for \$7,840.67. The proposed work would replace the existing window with an Entry Guard Security Riot Glazing window featuring a mail slot pass-through, similar to what has recently been installed in the Nevada Attorney's Office.

To help support this request, we would propose using funds already collected through our Fines Recovery Office. Our team is happy to work with the Auditor's Office to complete any necessary budget adjustments.

Thank you very much for your time, consideration, and continued support of our efforts to ensure a safe and welcoming workspace. We truly appreciate the attention you've given to the concerns raised by staff over the past several months.

Sincerely

Handwritten signature of Timothy Meals

Timothy Meals
Story County Attorney

APPROVED DENIED
Board Member Initials: AKH
Meeting Date: 7-15-25
Follow-up action:



# Proposal

**Date:** 6/26/2025  
**Project:** Human Services Bldg ( secure pass thru window )  
**Addendums:**  
**Attn:** Matt

**Base Bid: \$ 7,840.67**

Scope of Work:

Price to remove existing sliding window , provide ad install new clear anodized sash framing w/ entry guard security riot glazing , 1" aluminum pane l , 1 @ mail slot pass thru  
 Price per attached drawing

Standard Exclusions Unless Otherwise Noted Above

Final Cleaning	Demolition	Electrical Hook Ups	Delegated Design
Door Hardware	Final Keying	Temp Enclosures	Field Testing
Mock Ups	Wood Blocking	Air Barriers	Framed Mirrors
Project Specific Insurance		Protection of Installed Material	

*Quote Valid For 30 Days*

*Payment due net 30 days upon received invoice. Service charge subject to 1.5% late charge per month.*

**Authorized Signature**

**Accepted By:**

**Date**

*Brad Appenzeller - Estimator*



Every great idea deserves its own domain name

# Thanks for being a loyal customer, Story! Your cart is ready.

GoDaddy is a trusted growth partner to millions of everyday entrepreneurs.



storycountyiowatreasurer.com

.COM Domain Renewal

5 Years

\$109.95



Full Domain Protection

Get It

\$11.99/domain per year

- Prevents hackers from stealing your domain or making any other unauthorized changes.
- Requires your approval via 2-factor verification for vital changes like deleting or transferring a domain.

APPROVED

DENIED

Board Member Initials: SKN

Meeting Date: 7-15-25

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



storycountyattorney.com

.COM Domain Renewal

5 Years

\$109.95



Full Domain Protection

Get It

\$11.99/domain per year

else does.

**.org** ~~\$22.99~~ \$9.99  **.info** ~~\$37.99~~ \$2.99 

**.net** ~~\$24.99~~ \$11.99 



## Order Summary

4 items

**Inventory Report**

To: Board of Supervisors

From: Story County Auditor

Date: July 9, 2025

As items over \$500 (\$1,000 after 1/28/25) are purchased throughout the year, the bookkeeping department updates and maintains an ongoing inventory list by department. Inventory numbers are assigned by the Auditor's office and given to the departments to place on the items. Each March, we send out a list of all items on inventory to individual departments with the request that they review, locate and update/correct the provided list. These are typically returned to our office by sometime in April. After the lists are returned, the bookkeeping department randomly chooses a percent of the items to do physical inventory on. Each employee in the Auditor's office is given a couple of departments to visit and locate the highlighted items. This task is completed between April and the end of June. A verification form is signed by the department and the Auditor office staff member with the findings, the number of items verified, number not verified, reasons for non-verification and comments. This information is then shared with the State Auditor's when they are performing our annual audit. The results of this process for FY25 are as follows: 25 departments (including the Assessors, EMA, E911 & GIS) were visited, 399 items were verified and 6 (or 1.5%) were not verified. Reason for non-verifications were no delete cards prepared.

**APPROVED**

**DENIED**

Board Member Initials: AKH

Meeting Date: 7-15-25

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

Dept	# of items		comments
	verified	# not found	
Animal Control	4	0	
Attorney	6	0	
Auditor	26	0	
Board of Supervisors	5	0	
City Assessor	5	0	
Conservation	56	0	
County Assessor	3	0	
HHS	2	0	
E911	3	0	
EMA	10	0	
Engineer	41	0	
Env Health	1	0	
Facilities/HSC/Justice Center/Group Homes	59	0	
General Assistance	2	0	
GIS	1	0	
IRVM	8	0	
IT	45	0	
P&D	1	0	
Recorder	2	0	
Sheriff	117	6	6 items deleted—not reported to Auditor
Treasurer	1	0	
VA	1	0	
	<b>399</b>	<b>6</b>	
<b>Total Items</b>	<b>405</b>	<b>1.48%</b>	



Animal Shelter - AS  
 Jail - J  
 Court House - 3  
 Facilities - 4  
 McFarland Park - MFAR

Mailing Address  
 PO Box 230 • Spencer, IA 51301  
 Ph. 712-262-3283 / Fax 712-262-4752

Account # 220050

**CUSTOMER RENTAL & SERVICE AGREEMENT**

A&M Services, INC., dba A&M Laundry, (Supplier) and Story County Facilities (Customer) enter into this Customer Rental & Service Agreement.

1. Supplier agrees to purchase and furnish to Customer the items in Section 2 and detailed in any order form for additional items, if applicable (the "Materials"), and Customer agrees to use the Materials for its employees or other workers. The parties may agree to add Materials during the term, and such Materials shall be identified in writing, and be subject to the terms and provisions of the Agreement at Supplier's then current pricing.
2. Supplier shall, on a regular schedule, pick up, clean and deliver the following Materials, and any Materials if listed on Page 2 ADDENDUM, to Customer for the initial prices set forth below, which are subject to adjustment as provided in this Agreement:

4x8 Mat \$6.83	2x3 Mat \$ 4.73
3x5 Mat 4.73	
3x10 Mat 9.19	30" Mops 1.94
4x6 Mat 6.83	42" Mops 2.47

Minimum Usage: 50% Delivery Charge: \$12

3. The Customer may not discontinue service for any of its employees' Materials unless the employee has been terminated and all their Materials are returned to Supplier or Supplier is paid a loss charge for the Materials not returned at the then current replacement or loss charge price. Temporary absences of employees due to sickness, vacations or other forms of leave have been taken into consideration in the weekly charge per item; therefore, no credit shall be issued with respect to such absences. Employees on medical leave over four (4) weeks will be removed from the program and set back up upon their return.
  4. Additional charges will be assessed for non-standard-sized shirts, jackets, coats and coveralls sized 2X and larger, pants waist 42" and larger, inseams 25", 26", 27", 29", 37" and 38" and all long-bodied garments. Preparation, emblem, restocking and service charges may be periodically adjusted by Supplier.
  5. All Materials rented hereunder shall remain the property of Supplier. Supplier shall mend, alter or replace the Materials to the extent Supplier considers to be normal wear and tear. Repairs or replacement to Materials necessitated by misuse, intentional destruction or use for purposes other than those normally intended for such Materials, shall be charged to the Customer at the Supplier's then current replacement or loss charge price. An automatic loss charge percentage may be charged on certain towel and apron items.
  6. The initial term of this Agreement is for thirty-six (36) months, or one hundred fifty six (156) weekly billing cycles, from date of initial delivery of new Materials or upon delivery of Materials due to a renewal of an existing Agreement. This Agreement will automatically renew for like-term extensions if not terminated earlier as provided herein. Written notice must be given by certified mail of any decision not to renew by either party at least sixty (60) days prior to end of the initial or renewal term. The rental prices set forth herein are subject to change periodically based on Supplier's costs of providing goods and service. During the initial term, and any additional renewal terms, Customer covenants and agrees that Supplier shall be its exclusive supplier of uniform rental and service for Customer, and Customer shall notify Supplier of any solicitation of Customer's business.
  7. Customer acknowledges that Supplier will make a substantial investment in merchandise and equipment to fulfill this Agreement. For this reason, in the event of a breach of this Agreement by Customer, or upon termination by Customer prior to the expiration of the full Agreement term, Customer agrees to purchase all Materials and other articles in service at the Supplier's then current replacement price for such Materials and to pay Supplier within seven (7) days of Supplier's issuance of an invoice. If Materials have been in use for at least one (1) year, the price shall be reduced by thirty (30%) to reflect depreciation. In the event this Agreement is terminated by Customer prior to the expiration of the full term, Customer agrees that Supplier shall also be entitled to the payment of liquidated damages by Customer, paid as a reasonable approximation of actual damages and not as a penalty, in an amount equal to fifty percent (50%) of the estimated gross receipts for the remaining weeks of the unexpired term. Such estimated gross receipts are defined as the average of the sixteen (16) most recently completed weekly charges for rental and services immediately prior to termination, multiplied by the number of weeks remaining in the unexpired term of this Agreement. Both parties agree to this formula for determining liquidated damages incurred by Supplier, recognizing the difficulty involved in determining actual damages. Customer promptly shall pay the liquidated damages determined by Supplier within seven (7) days of issuance of an invoice.
  8. If Supplier's operations are interrupted, or if its service herein provided for is delayed or postponed by acts of God, industrial disturbances or other causes not within the reasonable control of Supplier, Supplier will make necessary adjustments in Customer's cost based on the actual reduction of service/s during such period and shall not be answerable or liable in damages for any postponement or delay, and the Customer shall not be released from its obligations hereunder.
  9. Payment terms of this Agreement will be cash on delivery unless arrangements for other methods have been approved by Supplier in writing prior to delivery. Charge account terms are Net 30. In the event the Customer's account becomes more than thirty (30) days past due, Supplier, at its option and without notice, may determine this Agreement to be in default and terminate service to the Customer by written notice, without liability on the part of Supplier. However, in such event of termination, the Customer shall be liable for the payment for Materials and liquidated damages as determined under Paragraph 8 above and shall promptly pay Supplier upon presentation of an invoice. If a credit card is used for payments under this Agreement, a processing fee may be added to each invoice.
  10. Receipt of a copy of this Agreement and acceptance and payment for the first delivery of Materials shall constitute acknowledgement by Customer of authority of the person executing this Agreement. The terms of this Agreement shall be confidential and shall not be disclosed by Customer without written consent of Supplier.
  11. This Agreement is binding on Customer and Customer's successors and assigns and shall continue in full force and effect, without limitation, regardless of any sale of Customer's business, whether such sale is made through a sale of assets, stock, assignment of rights or any other type of assignment or transfer of Customer's business. This Agreement shall be governed by Iowa law and Customer consents to the adjudication of any dispute hereunder, without jury trial, in the County or District Court of Clay County, Iowa. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid, the remaining terms and conditions will remain in full force and effect. This Agreement shall not be modified except by a written instrument signed by both parties.
  12. All specialty/non-standard Materials and embroidered Materials will be on a "buy-back" basis at the Supplier's then current replacement or loss charge price if removed from the weekly, rental invoice for any reason including termination of this Agreement.
- Customer to initial and date if receiving specialty/non-standard and/or embroidered Materials. Initial as read and understood: \_\_\_\_\_ Date: \_\_\_\_\_

13. The Customer represents and warrants that he/she/it has read this Agreement in its entirety and understands and accepts each of the provisions herein.

A&M Services, Inc. DBA A&M Laundry (Supplier)  
 BY: [Signature] G.M.  
 (A&M Services Representative) (Title)

Story Co. Facilities (Customer)  
 BY: [Signature] Chair  
 (Printed Authorized Customer Representative) (Title)

APPROVED BY: [Signature]  
 Signed this 24<sup>th</sup> day of September, 2024

SIGNED BY: \_\_\_\_\_  
 Signed this 24<sup>th</sup> day of September, 2024

Federal Tax ID # \_\_\_\_\_



Tuesday, July 1, 2025

Story County Facilities  
900 6<sup>th</sup> Street  
Nevada, IA 50201

Terri,

Last summer our facility in Spencer was affected by flood and had approximately 2 feet of water in it. We had to work out of a temporary office for 4 - 5 months while our offices were repaired. We misplaced our service agreements during the move from our temporary offices to our permanent offices and are working on getting the originals replaced so our files are restored. I have enclosed a service agreement with the date it was originally signed by A&M and Story County Facilities and I am hoping you can sign this and send it back to us for our records. I have included a self-addressed envelope with postage to assist. I apologize because we had unintentionally sent one with incorrect pricing. I have confirmed this pricing with the most recent invoices. I can be reached at (712) 330 - 1546 if you have any questions. We apologize for the inconvenience and appreciate your assistance -

Sincerely,

A handwritten signature in black ink, appearing to read 'Ryan Kasperbauer', with a long horizontal line extending to the right.

Ryan Kasperbauer

A&M Services, Inc.  
Spencer, IA 51301  
(712) 262 - 3283

**RESOLUTION 26-07**

**BRIDGE EMBARGO**

WHEREAS: The Board of Supervisors is empowered under authority of Sections 321.236 Sub. (8), 321.255 and 321.471 to 321.473 to prohibit the operation of vehicles or impose limitations as to the weight thereof on designated highways or highway structures under their jurisdiction, and

WHEREAS: the County Engineer has completed (or has caused to be completed) the Structure Inventory and Appraisal of certain county bridges, in accordance with the National Bridge Inspection Standards and has determined (or it has been determined) that they are inadequate for two-lane legal loads at allowable operating stress.

NOW, THEREFORE, BE IT RESOLVED by the Story County Board of Supervisors that vehicle and load limits be established and that signs be erected advising of the permissible maximum weights thereof on the bridges listed, as follows:

<b>Structure Number</b>	<b>Feature crossed</b>	<b>Location</b>	<b>Load Limit (tons)</b>
1-10-NX10F	Road Ditch	Sec 10, T85, R 21	33
1-11-W10	No Name Creek	Sec 11, T 85, R 21	10,15,20, One Lane
1-12-W10	No Name Creek	Sec 12, T 85, R 21	24,38,40, One Lane
1-22-W20	Minerva Creek	Sec 22, T 85, R 21	17,27,31
1-23-W10	Minerva Creek	Sec 23, T 85, R 21	22,34,40, One Lane
1-26-W10	Minerva Creek	Sec 26, T 85, R 21	24,38,40, One Lane
1-28-N10	Minerva Creek	Sec 28, T 85, R 21	25,36,40
1-36-W10	No Name Creek	Sec 36, T 85, R 21	26,40,40, One Lane
2-7-N10	Branch of East Indian Creek	Sec 7, T 85, R 22	38,40,40
2-13-W10	Minerva Creek	Sec 13, T 85, R 22	26,40,40, One Lane
2-18-N10	Branch of East Indian Creek	Sec 18, T 85, R 22	One Lane
2-20-W10	Branch of East Indian Creek	Sec 20, T 85, R 22	32,40,40, One Lane
2-29-N10	Branch of East Indian Creek	Sec 29, T 85, R 22	One Lane
2-34-N10	Branch of East Indian Creek	Sec 34, T 85, R 22	25,40,40
2-36-N10	No Name Creek	Sec 36, T 85, R 22	26,38,40, One Lane
3-1-N10	Bear Creek	Sec 1, T 85, R 23	One Lane
3-3-N20	Long Dick Creek	Sec 3, T 85, R 23	16,24,31, One Lane
3-3-N30	Long Dick Creek	Sec 3, T 85, R 23	26,40,40
3-3-N40	Long Dick Creek	Sec 3, T 85, R 23	26,40,40

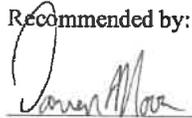
3-11-NX10	Bear Creek	Sec 11, T 85, R 23	30,40,40
3-16-W10	Long Dick Creek	Sec 16, T 85, R 23	21,29,31, One Lane
3-28-NX10	Bear Creek	Sec 28, T 85, R 23	30,40,40, One Lane
3-31-W10	Branch of Skunk River	Sec 31, T 85, R 23	32,40,40
3-31-W20	Branch of Skunk River	Sec 31, T 85, R 23	One Lane
4-5-N20	Kegley's Creek	Sec 5, T 85, R 24	8,13,14
4-8-W20	Branch of Kegley's Creek	Sec 8, T 85, R 24	26,40,40, One Lane
4-9-W10	Kegley's Creek	Sec 9, T 85, R 24	23,35,40, One Lane
4-9-W20	Kegley's Creek	Sec 9, T 85, R 24	37,40,40, One Lane
4-15-N10	Branch of Skunk River	Sec 15, T 85, R 24	24,40,40, One Lane
4-16-N10	Kegley's Creek	Sec 16, T 85, R 24	30,40,40
4-21-N10	Kegley's Creek	Sec 21, T 85, R 24	36,40,40
4-22-W10	Kegley's Creek	Sec 22, T 85, R 24	32,40,40, One Lane
4-26-N10	Branch of Skunk River	Sec 26, T 85, R 24	21,34,36
4-27-N20	Kegley's Creek	Sec 27, T 85, R 24	26,38,40, One Lane
4-36-N10	Branch of Skunk River	Sec 36, T 85, R 24	29,40,40, One Lane
5-1-N20	Kegley's Creek	Sec 1, T 84, R 24	30,40,40, One Lane
5-15-N10	No Name Creek	Sec 15, T 84, R 24	25,40,40
5-20-N10	Ioway Creek	Sec 20, T 84, R 24	Closed
5-25-WX10	Skunk River	Sec 25, T 84, R 24	24,36,40. One Lane
6-1-N10	Branch of West Indian Creek	Sec 1, T 84, R 23	26,38,40, One Lane
6-4-WX10	No Name Creek	Sec 4, T 84, R 23	19,29,39
6-5-WX10	No Name Creek	Sec 5, T 84, R 23	30,40,40
6-12-W10	Branch of West Indian Creek	Sec 12, T 84, R 23	25,40,40, One Lane
6-14-N10	Branch of West Indian Creek	Sec 14, T 84, R 23	21,35,39, One Lane
6-21-W10	Branch of West Indian Creek	Sec 21, T 84, R 23	26,39,40, One Lane
6-22-W10	Branch of West Indian Creek	Sec 22, T 84, R 23	23,36,40
6-29-W10	No Name Creek	Sec 29, T 84, R 23	25,40,40, One Lane
6-34-N10	Branch of West Indian Creek	Sec 34, T 84, R 23	29,40,40
6-36-W10	Branch of West Indian Creek	Sec 36, T 84, R 23	30,40,40
7-1-N10	No Name Creek	Sec 7, T 84, R 22	23,36,40
7-12-W10	East Indian Creek	Sec 12, T 84, R 22	One Lane
7-13-N10	East Indian Creek	Sec 13, T 84, R 22	19,27,28, One Lane
7-36-NX10	East Indian Creek	Sec 36, T 84, R 22	26,39,40, One Lane
8-11-N10	No Name Creek	Sec 11, T 84, R 21	18,27,34, One Lane
8-11-N20	No Name Creek	Sec 11, T 84, R 21	23,37,40
8-29-N10	Dye Creek	Sec 29, T 84, R 21	26,40,40, One Lane
9-24-W10	Clear Creek	Sec 24, T 83, R 21	25,37,40, One Lane
9-25-N10	No Name Creek	Sec 25, T 83, R 21	30,40,40, One Lane
9-34-W10	Clear Creek	Sec 34, T 83, R 21	16,24,27

9-35-N10	Clear Creek	Sec 35, T 83, R 21	15,23,24, One Lane
10-2-N10	East Indian Creek	Sec 2, T 83, R 22	26,40,40, One Lane
10-12-NX10	Dye Creek	Sec 12, T 83, R 22	14,22,28, One Lane
10-13-NX10	East Indian Creek	Sec 13, T 83, R 22	22,28,36, One Lane
10-13-NX20	East Indian Creek	Sec 13, T 83, R 22	22,35,40, One Lane
10-14-NX10	East Indian Creek	Sec 14, T 83, R 22	Closed
10-27-NX10	East Indian Creek	Sec 27, T 83, R 22	One Lane
11-4-N10	Grant Open Ditch	Sec 4, T 83, R 23	One Lane
11-10-W10	Grant Open Ditch	Sec 10, T 83, R 23	30,40,40, One Lane
11-20-N10	No Name Creek	Sec 20, T 83, R 23	25,39,40, One Lane
11-22-N10	Grant Open Ditch	Sec 22, T 83, R 23	24,38,40 One Lane
11-24-W10	Grant Open Ditch	Sec 24, T 83, R 23	26,40,40
11-30-N10	Branch of Skunk River	Sec 30, T 83, R 23	29,40,40, One Lane
11-33-N10	Branch of Skunk River	Sec 33, T 83, R 23	22,34,37, One Lane
11-36-N10	West Indian Creek	Sec 36, T 83, R 23	21,34,35, One Lane
12-7-W10	No Name Creek	Sec 7, T 83, R 24	25,38,40, One Lane
12-24-NX30	Skunk River	Sec 24, T 83, R 24	Closed
12-28-W10	Walnut Creek	Sec 28, T 83, R 24	28,40,40, One Lane
13-13-N10	Branch of Skunk River	Sec 13, T 82, R 24	24,36,40, One Lane
13-13-W10	Ballard Creek	Sec 13, T 82, R 24	33,40,40, One Lane
13-15-W10	Ballard Creek	Sec 15, T 82, R 24	19,29,32, One Lane
13-20-N10	Ballard Creek	Sec 20, T 82, R 24	24,40,40, One Lane
13-24-N10	Branch of Skunk River	Sec 24, T 82, R 24	24,38,40
14-5-N20	Skunk River	Sec 5, T 82, R 23	8, One Lane
14-6-W10	Branch of Skunk River	Sec 6, T 82, R 23	One Lane
14-9-NX10	Branch of Skunk River	Sec 9, T 82, R 23	32,40,40
14-12-NX10	Branch of Calamus Creek	Sec 12, T 82, R 23	25,39,40, One Lane
14-19-WX10	Branch of Skunk River	Sec 19, T 82, R 23	26,40,40 One Lane
14-22-WX20	Branch of Skunk River	Sec 22, T 82, R 23	Closed
14-27-N10	Skunk River	Sec 27, T 82, R 23	18,26,33, One Lane
15-6-N10	Branch of Indian Creek	Sec 6, T 82, R 22	34,40,40, One Lane
15-8-WX20	Branch of Indian Creek	Sec 8, T 82, R 22	8,10,12, One Lane
15-8-NX10	Branch of Indian Creek	Sec 8, T 82, R 22	23,36,40, One Lane
15-9-W10	Branch of Indian Creek	Sec 9, T 82, R 22	10, One Lane
15-13-WX10	Rock Creek	Sec 13, T 82, R 22	Closed
15-20-W10	No Name Creek	Sec 20, T 82, R 22	One Lane
15-20-W20	Calamus Creek	Sec 20, T 82, R 22	24,40,40, One Lane
15-21-WX10	Branch of Indian Creek	Sec 21, T 82, R 22	25,37,40, One Lane
15-26-NX10	No Name Creek	Sec 26, T 82, R 22	Closed
15-27-NX10	Branch of Indian Creek	Sec 27, T 82, R 22	30,40,40, One Lane

15-27-NX20	Branch of Indian Creek	Sec 27, T 82, R 22	29,40,40, One Lane
15-28-W10	Calamus Creek	Sec 28, T 82, R 22	29,40,40
15-29-NX20	Branch of Calamus Creek	Sec 29, T 82, R 22	One Lane
15-35-NX10	Branch of Indian Creek	Sec 35, T 82, R 22	One Lane
15-36-W10	Branch of Indian Creek	Sec 36, T 82, R 22	30,40,40
16-1-W10	Willow Creek	Sec 1, T 82, R 21	23,38,40, One Lane
16-2-N20	No Name Creek	Sec 2, T 82, R 21	12,18,24, One Lane
16-2-W10	Willow Creek	Sec 2, T 82, R 21	22,36,40
16-20-N10	Wolf Creek	Sec 20, T 82, R 21	One Lane
J-16-35-S10	Mud Creek	Sec 35, T 82, R 21	Closed

Adopted this 15th day of July, 2025.

Recommended by:

  
 Darren R Moon, P.E.      7-9-25  
 County Engineer      Date

  
 Chairperson, Board of Supervisors

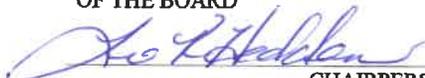
Attest: 

ROLL CALL FOR ALLOWANCE

Latifah Faisal	Yea	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>
Lisa Heddens	Yea	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Linda Murken	Yea	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>

ALLOWED BY VOTE OF THE BOARD

Yea 2 Nay 0 Absent 1

  
 CHAIRPERSON      Above tabulation made by SB

# SLFRF Compliance Report - SLT-8332 - P&E Report - Q2 2025

## Report Period : Quarter 2 2025 (April-June)

### Recipient Profile

#### Recipient Information

Recipient UEI	MR7LH26Y2UW7
Recipient TIN	426005024
Recipient Legal Entity Name	Story County, Iowa
Recipient Type	Metro City or County
FAIN	
CFDA No./Assistance Listing	
Recipient Address	900 6th Street
Recipient Address 2	
Recipient Address 3	
Recipient City	Nevada
Recipient State/Territory	IA
Recipient Zip5	50201
Recipient Zip+4	
Recipient Reporting Tier	Tier 2. Metropolitan cities and counties with a population below 250,000 residents that are allocated more than \$10 million in SLFRF funding, and NEUs that are allocated more than \$10 million in SLFRF funding
Base Year Fiscal Year End Date	6/30/2023
Discrepancies Explanation	
Is the Recipient Registered in SAM.Gov?	Yes

Reviewed and approved  
7.9.25  
*[Signature]*

**APPROVED**

**DENIED**

Board Member Initials: AKH

Meeting Date: 7-15-25

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

\_\_\_\_\_

\_\_\_\_\_



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

Memorandum

To: Story County Board of Supervisors  
Through: Michael D. Cox, Director  
From: Patrick Shehan, Special Projects Ranger  
Date: July 14, 2025  
Re: Consideration of Agreement with Bolton & Menk Inc. for Preliminary Design Services for the Deppe Family Conservation Area for \$9,500.

The attached professional services agreement with Bolton & Menk Inc. is for preliminary design services for the Deppe Family Conservation Area.

The scope of this agreement is for preliminary design for items such as a parking lot, large shelter, repurposing the existing grain bin, a grading plan, and stormwater items.

This contract is for \$9,500 and will be funded through project funds, including the FY26 budget, Friends of Conservation Trust Fund, and Story County Water and Land Legacy.

The Story County Conservation Board urges your approval.

  
Approval

Disapproval

Date

7-15-25

Date

**AGREEMENT FOR PROFESSIONAL SERVICES IA**

**DEPPE FAMILY CONSERVATION AREA PRELIMINARY PLAN**

**STORY COUNTY CONSERVATION and BOLTON & MENK, INC.**

This Agreement, made this 2nd day of July, 2025, by and between STORY COUNTY CONSERVATION, (“CLIENT”), McFarland Park 56461 180th St. 1519 Ames, IA 50010, and BOLTON & MENK, INC., 430 E. Grand Avenue, Ste. 100, Des Moines, IA 50309, (“CONSULTANT”).

WITNESS, whereas the CLIENT requires professional services in conjunction with Deppe Family Conservation Area Preliminary Plan Project. (“Project”) and whereas the CONSULTANT agrees to furnish the various professional services required by the CLIENT. The CONSULTANT shall provide design and engineering services to develop a preliminary plan for the entry and parking lot for the Deppe Family Conservation Area. The preliminary plan will include the layout and cost estimate for an aggregate parking lot, shelter, restroom, and consideration of repurposing an existing grain bin to provide interpretive features.

NOW, THEREFORE, in consideration of the mutual covenants and promises between the parties hereto, it is agreed:

**SECTION I - CONSULTANT'S SERVICES**

- A. The CONSULTANT agrees to perform the various Basic Services in connection with the proposed project as described in Exhibit I.
- B. Upon mutual agreement of the parties, professional services in addition to the Basic Services (the “Additional Services”) may be authorized as described in Paragraph IV.B, and when so authorized, shall be included with the Services to be provided under this Agreement.

**SECTION II - THE CLIENT'S RESPONSIBILITIES**

- A. The CLIENT shall promptly compensate the CONSULTANT for the Services in accordance with Section III of this Agreement.
- B. The CLIENT shall place any and all previously acquired information related to the Project in its custody at the disposal of the CONSULTANT for its use. Such information shall include, but is not limited to: boundary surveys, topographic surveys, preliminary sketch plan layouts, building plans, soil surveys, abstracts, deed descriptions, tile maps and layouts, aerial photos, utility agreements, environmental reviews, and zoning limitations. The CONSULTANT may rely upon the accuracy and sufficiency of all such information in performing services unless otherwise instructed, in writing, by CLIENT.
- C. The CLIENT will guarantee access to and make all provisions for entry upon public portions of the project and reasonable efforts to provide access to private portions and pertinent adjoining properties.
- D. The CLIENT will give prompt notice to the CONSULTANT whenever the CLIENT observes or otherwise becomes aware of any defect in the proposed project.
- E. The CLIENT shall designate a liaison person to act as the CLIENT'S representative with respect to services to be rendered under this Agreement. Said representative shall have the authority to transmit instructions, receive instructions, receive information, interpret and define the CLIENT'S policies with respect to the project and CONSULTANT'S services.

F. The CONSULTANT'S services do not include legal, insurance counseling, accounting, independent cost estimating, financial advisory or "municipal advisor" (as described in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act 2010 and the municipal advisor registration rules issued by the SEC) professional services and the CLIENT shall provide any such services as may be required for completion of the Project described in this Agreement.

G. The CLIENT will obtain any and all regulatory permits required for the proper and legal execution of the Project. CONSULTANT will assist CLIENT with permit preparation and documentation to the extent described in Exhibit I.

H. The CLIENT may hire, at its discretion, when requested by the CONSULTANT, an independent test company to perform laboratory and material testing services, and soil investigation that can be justified for the proper design and construction of the Project. The CONSULTANT shall assist the CLIENT in selecting a testing company. Payment for testing services shall be made directly to the testing company by the CLIENT and is not part of this Agreement. If CLIENT elects not to hire an independent test company, CLIENT shall provide CONSULTANT with guidance and direction on completing those aspects of design and construction that require additional testing data.

### SECTION III - COMPENSATION FOR SERVICES

#### A. FEES.

1. The CLIENT will compensate the CONSULTANT a Lump Sum (Fee) of \$ 9,500 for performance of the Services. Additional Services as outlined in Section I.B will vary depending upon project conditions and will be billed in addition to the Lump Sum Fee on an hourly basis.
2. The rates include labor, general business, and other normal and customary expenses associated with operating a professional business. Unless otherwise agreed in writing, the above rates include vehicle and personal expenses, mileage, telephone, survey stakes and routine expendable supplies; and no separate charges will be made for these activities and materials.
3. Additional Services as outlined in Section I.B will vary depending upon project conditions and will be billed on an hourly basis at the rate described in Section III.A.1.

#### B. PAYMENTS AND RECORDS

1. The payment to the CONSULTANT will be made by the CLIENT upon billing at intervals not more often than monthly at the herein rates and terms and shall reflect the % complete of total effort on each invoice.
2. If CLIENT fails to make any payment due CONSULTANT for Services and expenses within 45 days after date of the CONSULTANT'S invoice, a service charge of one and one-half percent (1.5%) per month or the maximum rate permitted by law, whichever is less, will be charged on any unpaid balance.
3. In addition to the service charges described in preceding paragraph, if the CLIENT fails to make payment for Services and expenses within 60 days after the date of the invoice, the CONSULTANT may, upon giving seven days' written notice to CLIENT, suspend Services and withhold project deliverables due under this Agreement until CONSULTANT has been paid in full for all past due amounts for Services, expenses and charges, without waiving any claim or right against the CLIENT and without incurring liability whatsoever to the CLIENT.
4. Documents Retention. The CONSULTANT will maintain records that reflect all revenues, costs incurred and the Services provided in the performance of the Agreement. The CONSULTANT will also agree that the CLIENT, State, or their duly authorized representatives may, at any time during normal business hours and as often as reasonably necessary, have access to and the right to examine, audit, excerpt, and transcribe any books,

documents, papers, records, etc., and accounting procedures and practices of the CONSULTANT which are relevant to this Contract for a period of six years.

#### SECTION IV – GENERAL

A. **STANDARD OF CARE.** Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the CONSULTANT'S profession currently practicing under similar conditions. No warranty, express or implied, is made.

B. **CHANGE IN PROJECT SCOPE.** In the event the CLIENT changes or is required to change the scope or duration of the project from that described in Exhibit I, and such changes require Additional Services by the CONSULTANT, the CONSULTANT shall be entitled to additional compensation at the applicable hourly rates. To the fullest extent practical, the CONSULTANT shall give notice to the CLIENT of any Additional Services, prior to furnishing such Additional Services. The CONSULTANT shall furnish an estimate of additional cost, prior to authorization of the changed scope of work and Agreement will be revised in writing.

#### C. **LIMITATION OF LIABILITY**

1. **Liability of CONSULTANT.** CONSULTANT shall indemnify and hold harmless CLIENT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the Project only to the extent caused by the acts, negligence, errors or omissions (whether in the performance of professional services or otherwise) of CONSULTANT or CONSULTANT'S employees, agents, or subconsultants occurring during the scope of CONSULTANT'S work on the Project, and provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property. This indemnification shall not apply to claims for consequential damages, lost revenues, increased expense or lost profits, nor to any claim for punitive or exemplary damages. This indemnification shall include reimbursement of CLIENT'S reasonable attorneys' fees and expenses of litigation, but only to the extent that defense is insurable under CONSULTANT'S comprehensive general liability and professional errors and omissions insurance policies.
2. **Liability of Client.** To the fullest extent permitted by law, CLIENT shall indemnify, defend and hold harmless CONSULTANT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by the acts or omission of CLIENT or CLIENT'S employees, agents, or other consultants. This indemnification shall not apply to claims for consequential damages, lost revenues, increased expense or lost profits, nor to any claim for punitive or exemplary damages.
3. To the fullest extent permitted by law, CLIENT and CONSULTANT waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement, from any cause or causes. CLIENT waives all claims against individuals involved in the services provided under this Agreement and agrees to limit all claims to the CONSULTANT'S corporate entity.
4. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the CONSULTANT. The CONSULTANT'S services under this Agreement are being performed solely for the CLIENT'S benefit, and no other entity shall have any claim against the CONSULTANT because of this Agreement or the performance or nonperformance of services provided hereunder.

5. CONSULTANT shall procure and maintain insurance as required by this Agreement. Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, the total liability, in the aggregate, of CONSULTANT and CONSULTANT's officers, directors, members, partners, agents, employees, and subconsultants to CLIENT and anyone claiming by, through, or under CLIENT for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from, or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract, indemnity obligations, or warranty express or implied, of CONSULTANT or CONSULTANT's officers, directors, members, partners, agents, employees, or subconsultants (hereafter "CLIENTS Claims"), shall not exceed the then total available insurance proceeds paid on behalf of or to CONSULTANT by CONSULTANT's insurers in settlement or satisfaction of CLIENT'S Claims under the terms and conditions of CONSULTANT's insurance policies applicable thereto, up to the then available amount of insurance under the applicable policy of insurance.

#### D. INSURANCE

1. The CONSULTANT agrees to maintain, at CONSULTANT'S expense a commercial general liability (CGL) and excess or umbrella general liability insurance policy or policies insuring CONSULTANT against claims for bodily injury, death or property damage arising out of CONSULTANT'S general business activities. The general liability coverage shall provide limits of not less than \$1,000,000 per occurrence and not less than \$2,000,000 general aggregate. Coverage shall include Premises and Operations Bodily Injury and Property Damage; Personal and Advertising Injury; Blanket Contractual Liability; Products and Completed Operations Liability.
2. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, a single limit or combined limit automobile liability insurance and excess or umbrella liability policy or policies insuring owned, non-owned and hired vehicles used by CONSULTANT under this Agreement. The automobile liability coverages shall provide limits of not less than \$1,000,000 per accident for a combined single limit for property damage, bodily injuries, death and damages to any one person and total bodily injury, death and damage claims arising from one accident.
3. CLIENT shall be named Additional Insured for the above CGL and Auto liability policies.
4. The CONSULTANT agrees to maintain, at the CONSULTANT'S expense, statutory worker's compensation coverage together with Coverage B, Employer's Liability limits of not less than \$500,000 for Bodily Injury by Disease per employee, \$500,000.00 for Bodily Injury by Disease aggregate and \$500,000 for Bodily Injury by Accident.
5. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, Professional Liability Insurance coverage insuring CONSULTANT against damages for legal liability arising from a negligent act, error or omission in the performance of professional services required by this Agreement during the period of CONSULTANT'S services and for three years following date of final completion of its services. The professional liability insurance coverage shall provide limits of not less than \$1,000,000 per claim and an annual aggregate of not less than \$2,000,000 on a claims-made basis.
6. CLIENT shall maintain statutory Workers Compensation insurance coverage on all of CLIENT'S employees and other liability insurance coverage for injury and property damage to third parties due to the CLIENT'S negligence.
7. Prior to commencement of this Agreement, CONSULTANT will provide the CLIENT with certificates of insurance, showing evidence of required coverages. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement for any reason except non-payment of premium, until at least 30 days prior written notice has been given to the Certificate Holder, and at least 10 days prior written notice in the case of non-payment of premium

E. OPINIONS OR ESTIMATES OF CONSTRUCTION COST. Where provided by the CONSULTANT as part of Exhibit I or otherwise, opinions or estimates of construction cost will generally be based upon public construction cost information. Since the CONSULTANT has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of the CLIENT and the CONSULTANT does not warrant or guarantee the accuracy of construction cost opinions or estimates. The CLIENT acknowledges that costs for project financing should be based upon contracted construction costs with appropriate contingencies.

F. CONSTRUCTION SERVICES. It is agreed that the CONSULTANT and its representatives shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall CONSULTANT have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at any Project site, nor for any failure of a Contractor to comply with Laws and Regulations applicable to that Contractor's furnishing and performing of its work. CONSULTANT shall not be responsible for the acts or omissions of any Contractor. CLIENT acknowledges that on-site contractor(s) are solely responsible for construction site safety programs and their enforcement.

#### G. USE OF ELECTRONIC/DIGITAL DATA

1. Because of the potential instability of electronic/digital data and susceptibility to unauthorized changes, copies of documents that may be relied upon by CLIENT are limited to the printed copies (also known as hard copies) that are signed or sealed by CONSULTANT. Except for electronic/digital data which is specifically identified as a project deliverable for this Agreement or except as otherwise explicitly provided in this Agreement, all electronic/digital data developed by the CONSULTANT as part of the Project is acknowledged to be an internal working document for the CONSULTANT'S purposes solely and any such information provided to the CLIENT shall be on an "AS IS" basis strictly for the convenience of the CLIENT without any warranties of any kind. As such, the CLIENT is advised and acknowledges that use of such information may require substantial modification and independent verification by the CLIENT (or its designees).
2. Provision of electronic/digital data, whether required by this Agreement or provided as a convenience to the Client, does not include any license of software or other systems necessary to read, use or reproduce the information. It is the responsibility of the CLIENT to verify compatibility with its system and long-term stability of media.

#### H. REUSE OF DOCUMENTS

1. Drawings and Specifications and all other documents (including electronic and digital versions of any documents) prepared or furnished by CONSULTANT pursuant to this Agreement are instruments of service in respect to the Project and CONSULTANT shall retain an ownership interest therein. Upon payment of all fees owed to the CONSULTANT, the CLIENT shall acquire a limited license in all identified deliverables (including Reports, Plans and Specifications) for any reasonable use relative to the Project and the general operations of the CLIENT. Such limited license to Owner shall not create any rights in third parties.
2. CLIENT may make and disseminate copies for information and reference in connection with the use and maintenance of the Project by the CLIENT. However, such documents are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the Project or on any other project. Any reuse by CLIENT or, any other entity acting under the request or direction of the CLIENT, without written verification or adaptation by CONSULTANT for such reuse will be at CLIENT'S sole risk and without liability or legal exposure to CONSULTANT and CLIENT shall indemnify and hold harmless CONSULTANT from all claims, damages, losses and expenses including attorney's fees arising out of or resulting from such reuse.

I. CONFIDENTIALITY. CONSULTANT agrees to keep confidential and not to disclose to any person or entity, other than CONSULTANT'S employees and subconsultants any information obtained from CLIENT not previously in the public domain or not otherwise previously known to or generated by CONSULTANT. These provisions shall not apply to information in whatever form that comes into the public domain through no fault of CONSULTANT; or is furnished to CONSULTANT by a third party who is under no obligation to keep such information confidential; or is information for which the CONSULTANT is required to provide by law or authority with proper jurisdiction; or is information upon which the CONSULTANT must rely for defense of any claim or legal action.

J. PERIOD OF AGREEMENT. This Agreement will remain in effect for of a period of eight (8) months, after which time the Agreement may be extended upon mutual agreement of both parties in writing.

K. TERMINATION. This Agreement may be terminated:

1. For cause, by either party upon 7 days written notice in the event of substantial failure by other party to perform in accordance with the terms of this Agreement through no fault of the terminating party. For termination by CONSULTANT, cause includes, but is not limited to, failure by CLIENT to pay undisputed amounts owed to CONSULTANT within 120 days of invoice and delay or suspension of CONSULTANT's services for more than 120 days for reasons beyond CONSULTANT'S cause or control; or,
2. For convenience by CLIENT upon 7 days written notice to CONSULTANT.
3. Notwithstanding, the foregoing, this Agreement will not terminate under paragraph IV.K.1 if the party receiving such notice immediately commences correction of any substantial failure and cures the same within 10 days of receipt of the notice.
4. In the event of termination by CLIENT for convenience or by CONSULTANT for cause, the CLIENT shall be obligated to the CONSULTANT for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination, computed in accordance with Section III of this Agreement. CONSULTANT shall deliver and CLIENT shall have, at its sole risk, right of use of any completed or partially completed deliverables, subject to provisions of Paragraph IV. H.
5. In event of termination by CLIENT for cause and in addition to any other remedies available to CLIENT, CONSULTANT shall deliver to CLIENT and CLIENT shall have right of use of any completed or partially completed deliverables, in accordance with the provisions of Paragraph IV.H. CLIENT shall compensate CONSULTANT for all undisputed amounts owed CONSULTANT as of date of termination.

L. INDEPENDENT CONTRACTOR. Nothing in this Agreement is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the CONSULTANT or any of its employees as the agent, representative, or employee of the CLIENT for any purpose or in any manner whatsoever. The CONSULTANT is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

M. CONTINGENT FEE. The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from award or making of this Agreement.

N. NON-DISCRIMINATION. The provisions of any applicable law or ordinance relating to civil rights and discrimination shall be considered part of this Agreement as if fully set forth herein. **The CONSULTANT is an equal opportunity employer and federal contractor or subcontractor. Consequently, the parties agree that, as applicable, they will abide by the requirements of 41 CFR 60-1.4(a), 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a) and that these laws are incorporated herein by reference. These regulations prohibit discrimination**

against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. These regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The parties also agree that, as applicable, they will abide by the requirements of Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A), relating to the notice of employee rights under federal labor laws.

O. ASSIGNMENT. Neither party shall assign or transfer any interest in this Agreement without the prior written consent of the other party.

P. SURVIVAL. All obligations, representations and provisions made in or given in Section IV and Documents Retention clause of this Agreement will survive the completion of all services of the CONSULTANT under this Agreement or the termination of this Agreement for any reason.

Q. SEVERABILITY. Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon CLIENT and CONSULTANT, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

R. CONTROLLING Law. This Agreement is to be governed by the law of the State of Iowa and venued in courts of Story County, Iowa; or at the choice of either party, and if federal jurisdictional requirements can be met, in federal court in the district in which the project is located.

S. DISPUTE RESOLUTION. CLIENT and CONSULTANT agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice of dispute prior to proceeding to formal dispute resolution or exercising their rights under law. Any claims or disputes unresolved after good faith negotiations shall then be submitted to mediation using a neutral from the American Arbitration Association Construction Industry roster. If mediation is unsuccessful in resolving the dispute, then either party may seek to have the dispute resolved by bringing an action in a court of competent jurisdiction.

**SECTION V – SIGNATURES**

THIS INSTRUMENT embodies the whole agreement of the parties, there being no promises, terms, conditions, or obligation referring to the subject matter other than contained herein. This Agreement may only be amended, supplemented, modified or canceled by a duly executed written instrument signed by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their behalf.

CLIENT: Story County, Iowa

CONSULTANT: Bolton & Menk, Inc.

  
\_\_\_\_\_  
Chairperson, Board of Supervisors

\_\_\_\_\_  
Principal

Date: 7-15-25

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

## **EXHIBIT I – SCOPE OF SERVICES**

### **PROJECT DESCRIPTION**

Story County Conservation seeks design and engineering services to develop a preliminary plan for the entry and parking lot for the Deppe Family Conservation Area. The preliminary plan will include the layout and cost estimate for an aggregate parking lot, shelter, restroom, and consideration of repurposing an existing grain bin to provide interpretive features.

### **SCOPE OF SERVICES**

We will provide Engineering, Landscape Architecture, and Project Management services. These services will consist of the following tasks:

1. Project Initiation
  - a. Collect base information utilizing existing park maps, LIDAR, and aerials.
  - b. Provide meeting minutes of the project kick-off meeting to establish vision, goals, and guiding principles for the project.
2. Concept Development
  - a. Develop a concept and discuss with staff/board to seek feedback for refinement.
  - b. Assume up to two rounds of refinement.
  - c. For the preferred concept, develop a conceptual grading plan including stormwater and a diagrammatic utility plan.
  - d. The plans shall denote quantities so the client can solicit quotes.
  - e. Develop an opinion of probable construction costs.
3. Coordination Structural Subconsultant
  - a. Facilitate the services for structural evaluation and recommendations for repurposing the existing grain bin as a shelter or interpretive feature.
  - b. Services shall include assisting the Consultant with:
    - a. Conduct an on-site assessment
    - b. Develop a brief report summarizing the findings.
  - c. Story County Conservation would contract directly with the structural engineer.
4. Final Deliverables
  - a. A rendered concept plan illustrating all proposed improvements and project areas.
  - b. A narrative defining the proposed projects and detailing assumptions.
  - c. An opinion of probable costs.
  - d. Transmit the final copy of the plan electronically in PDF format.
5. Additional services you may require but are not part of the contract at this time:
  - a. Survey
  - b. Attend or host meetings or site visits beyond those noted
  - c. 3D Rendering
  - d. Construction documents



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

Memorandum

To: Story County Board of Supervisors  
Through: Michael D. Cox, Director  
From: Patrick Shehan, Special Projects Ranger  
Date: July 15, 2025  
Re: Consideration of Agreement with Snyder & Associates Inc. for Preliminary Design Services for the R-38 Bike Lanes Alternatives for \$92,300.00.

The attached professional services agreement with Snyder & Associates Inc. is for preliminary design services for the R-38 Bike Lanes Alternatives.

The scope of this agreement is for route analysis, both within and outside of the County Road R-38 right-of-way, property owner outreach, and future grant identification.

This contract is for \$92,300 and will be funded through SCWLL Bond funds.

The Conservation Board urges your approval.

  
Approval

\_\_\_\_\_  
Disapproval

7-15-25  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# STANDARD PROFESSIONAL SERVICES AGREEMENT (Short Form)

NOW ON THIS 15th day of July, 2025, Snyder & Associates, Inc., 2727 SW Snyder Blvd., P.O. Box 1159, Ankeny, IA 50023, (hereinafter, Professional), and Story County Conservation, 56461 180th Street, Ames, IA 50010 (hereinafter, Client) do hereby agree as follows:

- PROJECT:** Professional agrees to provide Professional Services (Services) for Client's project known and identified as: R-38 Trail – Preliminary Design and Property Owner Coordination
- SCOPE AND FEES:** The Scope of and the fees to be paid for said Services are set forth on Exhibit A attached hereto and by this reference made a part of this Agreement. Any Services not shown on Exhibit A shall be considered Additional Services. Additional Services may only be added by written change order, amendment or supplement to this agreement signed by both parties.
- TIMELINESS:** Professional will perform its services with reasonable diligence and expediency consistent with sound professional practices and within the time period(s), if any, set forth in Exhibit A.
- STANDARD OF CARE:** In providing Services under this Agreement, the Professional shall perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same professional discipline currently practicing under similar circumstances at the same time and in the same or similar locality. Professional makes no warranty, express or implied, as to its professional services rendered under this Agreement. Client shall promptly report to Professional any defects or suspected defects in the Professional's Services of which Client becomes aware. Withholdings, deductions or offsets shall not be made from the Professional's compensation for any reason unless the professional has been found to be legally liable for such amounts by a court of competent jurisdiction.
- INVOICE, PAYMENT, INTEREST, SUSPENSION:** Professional shall prepare invoices in accordance with its standard invoicing practices and submit the invoice(s) to Client on a monthly basis. Client agrees to timely pay each invoice within 30 days of the invoice date. Payments not paid within said 30 days shall accrue interest on unpaid balances at the rate of 1.5% per month (or the maximum rate of interest permitted by law, if less) from said 30th day. In addition, Professional may, after giving 7 days written notice to Client, suspend services under this Agreement until Professional has been paid in full for Services, interest, expenses and other related charges rendered, accrued, advanced and/or incurred by Professional to the date of suspension. Client waives any and all claims against Professional arising out of or resulting from said suspension. Payments will be credited first to interest, then to expenses, then to principal.
- RELIANCE:** The Client shall furnish, at its expense, all information, requirements, reports, data, surveys and instructions required by this Agreement and Professional may use such furnished information and material in performing its services and is entitled to rely upon the accuracy and completeness thereof. The Professional shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the Client and/or the Client's consultants and contractors.
- ASSIGNMENT:** Client shall not transfer, sublet or assign any rights or duties under or interest in this Agreement, without the prior written consent of Professional.
- OWNERSHIP OF INSTRUMENTS OF SERVICE:** All reports, drawings, specifications, electronic and hard copy files, field data, notes and other documents and instruments prepared by Professional for the Project are acknowledged to be instruments of service and shall remain the property of the Professional. The Professional shall retain all common law, statutory and other reserved rights, including, without limitation, the copyrights thereto. If Professional agrees to allow transfer of its electronic media file(s), Client understands and agrees that as a condition precedent, it will sign the Professional's "Electronic Media Transfer Agreement" form prior to the transfer of an electronic media file.

**ADDITIONAL TERMS AND CONDITIONS**

- 9. **MUTUAL INDEMNIFICATION:** The Professional and the Client mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless from any and all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from their own negligent acts, errors or omissions, or willful misconduct in the performance of their services, duties and responsibilities under this Agreement, to the extent that each party is responsible for such damages, liabilities and costs on a comparative basis of fault.
- 10. **MUTUAL WAIVERS:** Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the Client nor the Professional, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this Agreement.
- 11. **LIMITATION:** In allocating the risks of this Project and notwithstanding any other provision of this Agreement, the Client agrees to limit, to the maximum extent permitted by law, the Professional's liability for the Client's damages to the aggregate sum of the Professional's fee for this Project. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.
- 12. **DISPUTE RESOLUTION:** Any disputes that arise during the Project or following the completion of the Project will be resolved by representatives from each party who have authority to settle. Those issues not resolved shall be submitted to formal nonbinding mediation prior to submission to a court of competent jurisdiction. Each party shall endeavor to include a similar dispute resolution in all agreements with other consultants, contractors and subcontractors of any tier who are retained for the project so that formal mediation is required as the primary form of dispute resolution.
- 13. **SEVERABILITY:** If any term or provision of this Agreement is held to be invalid or unenforceable under any applicable statute or rule of law, such holding shall be applied only to the provision so held, and the remainder of this Agreement shall remain in full force and effect.
- 14. **SURVIVAL:** Notwithstanding completion or termination of this Agreement for any reason, all rights duties and obligations of the parties to this Agreement shall survive such completion or termination and remain in full force and effect until fulfilled.
- 15. **GOVERNING LAW AND JURISDICTION:** The Client and the Professional agree that this Agreement and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of the State of Iowa, without regard to any conflict of laws provisions, which may apply the laws of other jurisdictions. It is further agreed that any legal action between the Client and the Professional arising out of this Agreement or the performance of the services shall be brought in a court of competent jurisdiction in the State of Iowa.
- 16. **ATTORNEYS FEES, COSTS:** In the event legal action is necessary to enforce the payment terms of this Agreement, Professional shall be entitled to collect from Client and Client agrees to pay to Professional any judgment or settlement sum(s) due, plus reasonable attorneys' fees, court costs and other expenses incurred by Professional for such collection action and, in addition, the reasonable value of the Professional's time and expenses spent for such collection action, computed according to the Professional's prevailing fee schedule and expense policy.
- 17. **INCORPORATION BY REFERENCE:** It is understood and agreed that the provisions of the following attached Exhibits are incorporated herein and by this reference made a part of this Agreement:

**Exhibit A Scope of Services**  
**Exhibit**  
Story County (Client)  
 By: [Signature]  
 (Authorized agent)  
Jesse K Hedders, Chair  
 (Printed or typed signature)

**Exhibit B Fee Schedule**  
**Exhibit**  
**SNYDER & ASSOCIATES, INC. (Professional)**  
 Digitally signed by Mark A. Land  
 Date: 2025.07.02 11:53:30 -05'00'  
 By: [Signature]  
 (Authorized agent)  
Mark A. Land, P.E., CFM  
 (Printed or typed signature) July 2, 2025

Route executed copy to: RMV

## EXHIBIT A

### R38 TRAIL CONCEPTUAL DESIGN AND PROPERTY OWNER COORDINATION

#### SCOPE OF SERVICES:

#### I. PROJECT DESCRIPTION

The PROFESSIONAL shall provide Professional Services as required to complete the preparation and assembly of the PROJECT as described as follows:

The project will connect the Heart of Iowa Nature Trail in Slater to the Tedesco Connector Trail along County Road R38. Work will include conceptual design of the trail alignment, plus development of typical cross sections for use in describing the proposed improvements to adjacent property owners. These efforts will inform whether easements or right of way are potentially available for locating the improvements. These determinations will help define the design needs for the trail connection for cost estimating purposes and funding grant applications.

Additional services for Topographic and Boundary Survey, ROW Negotiation, Acquisition and Closing, Final Design, Bidding, and Construction Services are anticipated after the completion of the tasks included in this agreement and construction funding is acquired.

#### II. SCOPE OF SERVICES

##### A. BASIC PROFESSIONAL SERVICES

##### 1. Project Administration

The PROFESSIONAL will provide project administration to coordinate the project.

- a. Monthly progress reports and invoicing to the CLIENT.
- b. General project coordination with the CLIENT and interested parties. Two (2) in-person meetings are anticipated.

##### 2. Conceptual Design

PROFESSIONAL will prepare conceptual design information for the trail connection. The design will include review of LiDAR contours, general drainage

patterns and ditching, GIS property lines proximity, utility information and adjacent land use.

- a. The preliminary layouts will include
  - i. Preliminary layouts for a 10-foot-wide shared use path on aerial photography with GIS property lines. Conceptual layouts will be created for each side of R38 with the shared use path primarily shown on a proposed 15-foot easement adjacent to the Right-Of-Way. Where conflicts currently exist, the shared use path will be shown in the ROW along the property line.
  - ii. Typical cross sections of the proposed trail for each layout in the ROW and in an easement.
  - iii. High level drainage review. This will identify anticipated improvements required which will include notes on improvement type and length. Detailed design of drainage improvements will be added later by supplemental agreement.
- b. Exhibits of the preliminary design will be created for
  - i. Meeting/mailling information for coordination with property owners
  - ii. Exhibit displays for a possible public meeting
- c. Create a preferred alternative layout based on CLIENT and property owner preferences.
- d. Generate opinions of probable construction costs based on the preferred alternative.

### 3. Public Outreach and ROW discussion

The PROFESSIONAL will assist the CLIENT with property owner outreach to inform them of the project and hold meetings to gather feedback. The property owner outreach will include:

- a. Create and send a persuasive pitch piece to the property owners describing the proposed project and potential interaction with their properties. The piece will include response options to indicate the owner's interest in accommodating the trail or not. In past projects where easements or right of way is desired from numerous property owners, it is a best practice to reach out with a carefully prepared mailing so that first contact with all property owners is simultaneous, consistent, and easy for them to provide a response. These responses provide valuable initial data for further consideration and action toward the development of the project. Follow up conversations are then easier without the awkwardness of being confronted with misconceptions.
- b. Hold an open house meeting to provide property owners with information about the proposed project and gather feedback.
- c. Attend individual meetings with property owners open to discussions. We assume up to 60% of the 70 property owners may want to meet, then we will

need to request follow-up meetings with another 10% based on alignment selection.

4. Grant Identification

The PROFESSIONAL will identify grant sources suitable for the proposed project based on alignment and impacts determined. Potential grant sources could include Statewide TASA, State Recreational Trail, Federal Recreational Trail, RPA TASA, REAP, Destination Iowa, or Community Attraction and Tourism.

B. CHANGES IN THE SCOPE OF SERVICES

The Client may request Additional Services for the Consultant not included in the Scope of Services as outlined, Additional Services may include, but not be limited to, expanding of the scope of the project and work to be completed, requesting the development of various documents; additional meetings with property owners; public informational meetings; grant applications; topographic surveys; boundary surveys; traffic related studies; construction documents; aesthetic design; submittal/application/permit fees; cultural, biological, threatened and endangered species reviews, or NEPA studies or documentation; Phase I Archaeological Survey, Environmental Alternatives Analysis, USACE 404 permitting, County or City permitting, impact mitigation; hydraulic studies, boundary retracement survey, easement and property acquisition assistance, structural evaluation and design, and requesting additional work items that increase the Professional Services and corresponding costs. Additional Services can be performed as requested in writing by the Client on an hourly basis in accordance with the current Standard Fee Schedule in effect at the time of actual performance, or services can be estimate and included as an additional lump sum by Supplemental Agreement.

C. PROJECT SCHEDULE

The Project shall be performed by the PROFESSIONAL in accordance with a schedule mutually developed between the CLIENT and the PROFESSIONAL. The development of the Project will follow the following milestone submittal dates:

Notice to Proceed	on or about July 15, 2025
Preliminary layouts development	July-August 2025
Property owner outreach	August-November 2025
Preferred alternative layout	November 2025
Grant identification	November 2025

Note: The progress of this project is heavily dependent on the outcome of property owner coordination. Schedule and Scope/Fee may need to be flexible toward the ultimate development of the trail right of way.

### III. COMPENSATION AND TERMS OF PAYMENT

The Professional Services fee shall be based on hourly rates and expenses as outlined in Exhibit B, Standard Fee Schedule. Total fees of services shall not exceed the following total sum without the approval of the Client.

Project Administration	\$7,500
Preliminary Design	\$39,700
Property Owner Outreach	\$42,400
<u>Grant Identification</u>	<u>\$2,700</u>
Total Professional Services Fees	\$92,300



**S NYDER**  
& ASSOCIATES

## 2025 STANDARD FEE SCHEDULE

### EXHIBIT B

**Professional** | Engineer, Landscape Architect, Land Surveyor, GIS, Environmental Scientist, Project Manager, Planner, Archaeologist, Right-of-Way Agent, Graphic Designer

BILLING CLASSIFICATION/LEVEL	BILLING RATE
Principal II	\$269.00/hour
Principal I	\$246.00/hour
Senior	\$225.00/hour
VIII	\$206.00/hour
VII	\$194.00/hour
VI	\$185.00/hour
V	\$173.00/hour
IV	\$159.00/hour
III	\$147.00/hour
II	\$133.00/hour
I	\$120.00/hour

**Technical** | CAD, Survey, Construction Observation

BILLING CLASSIFICATION/LEVEL	BILLING RATE
Lead	\$156.00/hour
Senior	\$150.00/hour
VIII	\$139.00/hour
VII	\$129.00/hour
VI	\$116.00/hour
V	\$105.00/hour
IV	\$95.00/hour
III	\$85.00/hour
II	\$78.00/hour
I	\$69.00/hour

### Administrative

BILLING CLASSIFICATION/LEVEL	BILLING RATE
II	\$80.00/hour
I	\$66.00/hour

### Reimbursables

BILLING CLASSIFICATION/LEVEL	BILLING RATE
Mileage	<i>Current IRS Standard Rate</i>
Outside Services	<i>As Invoiced</i>



Memorandum

To: Story County Board of Supervisors  
Through: Michael D. Cox, Director  
From: Ryan Wiemold, Parks Superintendent  
Date: July 15, 2025  
Re: Consideration of Contract With Shive Hattery for Design Engineering on Tedesco Phase 4 Project for \$93,800.00.

The attached contract is for design engineering services with Shive Hattery for the Tedesco Phase 4 project. This project includes a restroom/shelter house, parking, and signage addition to the existing park. This project will be coordinated with the design of the new residential housing project northwest of the park by Hunziker Construction Services.

Funding for this \$93,800.00 contract will be from the allocated Tedesco Environmental Learning Corridor TIF funding.

The Story County Conservation Board recommends your approval.

  
Approval

\_\_\_\_\_  
Disapproval

  
Date

\_\_\_\_\_  
Date

## **PROFESSIONAL SERVICES AGREEMENT**

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

**PROJECT:** Story CCB - TELC Phase 4

**PROJECT LOCATION:** Ames, IA

**DATE OF AGREEMENT:** July 2, 2025

### **PROJECT DESCRIPTION**

Story County Conservation is planning phase 4 improvements at the Tedesco Environmental Learning Corridor. To assist, Shive-Hattery will provide civil engineering, landscape architectural services, structural engineering, and electrical engineering for the development of a park, restroom shelter, parking lot, and a park monument sign that compliments the main Tedesco Environmental Learning Corridor Park entrance signage. The park shelter and restroom structure shall be a prefabricated product that the design team will help the Owner select as a basis of design.

### **SCOPE OF SERVICES**

We will provide the following services for the project:

Civil Engineering, Structural Engineering, Landscape Architecture, and Electrical Engineering

These services will consist of the following tasks:

#### **1. SCHEMATIC DESIGN**

- a. Information gathering of assessment of existing site conditions, topography, vegetation, utilities and potential shelter placement and parking lot.
  - i. General locations and elevations of the utilities, trees, paving, topography and other site features will be established from record drawings from earlier phases of the Tedesco Environmental Learning Corridor.
  - ii. Supplemental topographic survey will be used to supplement record documents in areas where verification of existing elevations, locations, and dimensions is critical. This may include things such as connections existing pavement where ADA accessibility is a consideration or connections to sanitary sewer.
- b. Kick-Off Meeting: Facilitate an on-site kickoff meeting to go over project budget, schedule and goals.
- c. Perform cost-benefit analysis related to the use of solar power for site lighting. The actual design of solar-powered systems is not included in our base services and can be provided as an additional service.
- d. Develop up to two (2) concept elevations for monument sign considerations indicating materials, colors, fonts and sizes that match the sign family for Tedesco Environmental Learning Corridor.



- e. Develop up to two (2) concept options with an opinion of probable costs for a prefabricated shelter in approximate dimensions of 30' x 44' to accommodate 50 people with two unisex restrooms. Potential storage and kitchen options will be considered.
  - i. It is assumed that any kitchen options will be designed and provided by the building manufacturer. Kitchen design is not included in our base scope of services.
  - ii. Depending on options selected, a grease interceptor may be required by the AHJ. Design of the grease interceptor is not included in our base scope of services.
- f. Develop up to two (2) concept parking lot layout options to meet Client needs. The project assumes approximately 16 parking stalls for development.
- g. Develop a schematic level opinion of probable costs for the total project scope.
- h. Attend one (1) virtual meeting with Client to present conceptual site layouts, signage and shelter concept options and select a preferred option. Discuss the opinion of probable costs to assist in decision making.
- i. Refine schematic design layout with related signage and shelter information based on preferred direction. Provide an updated opinion of probable costs. Provide an electronic PDF of schematic design package.

## 2. DESIGN DEVELOPMENT

- a. Structural engineering
  - i. Retain a geotechnical engineer as a sub-consultant to take up to three (3) soil borings on site and provide report related to soil bearing capacities for foundations and pavement design.
  - ii. Review Vendor-provided foundation plans against soil bearing capacities listed in the geotechnical report and make recommendation of whether or not vendor-provided foundation is sufficient.
    - 1) Design of foundations by Shive-Hattery is not included in our base services but can be provided as an additional service, if needed.
  - iii. Design site pavement based on geotechnical recommendations.
- b. Prepare a monument sign design development package with elevations, colors and typography notations.
- c. Prepare Site Plans with sufficient detail to illustrate the design intent of proposed site improvements. We anticipate the following sheets to be included in the Site Plan Design Development Drawings:
  - i. Cover Sheet, General Notes, Existing Conditions and Removals, Site Plan, Grading Plan, Utility Plan, Site Construction Details, Landscape Plan (including work performed by Story CC or others), Electrical Site Plan.
- d. Review vendor-provided building plans for the shelter and coordinate with site plans.
- e. Provide an updated opinion of probable costs.
- f. Attend one (1) virtual meeting with the Owner to review documents.
- a. Refine schematic design layout based on feedback. Provide an electronic PDF of Design Development package.

### 3. CONSTRUCTION DOCUMENTS

- a. Signage Drawing sheets with scaled detail illustrations and annotation to convey sign materials, dimensions, connections, finishes, fabrication, as well as concrete footings, structural engineering, and performance expectation for illumination and electrical provisions. *Note: Electrical and lighting design shall be delegated to the signage fabricator.* Develop an exterior signage technical specification and/or place notes on drawings.
- b. Prepare Site Plans with sufficient detail to facilitate bidding and construction of proposed site improvements. We anticipate the following sheets to be included in the Construction Drawings:
  - i. Cover Sheet, General Notes, Existing Conditions and Removals, Site Plan, Grading Plan, Utility Plan, Site Construction Details, Landscape Plan (including work performed by Story CC or others), Electrical Site Plan
  - ii. Shelter Plans (provided by vendor)
- c. Provide construction document specifications reflecting the scope of work.
  - i. We will use SUDAS and specifications on plans for the Construction Documents prepared by Shive-Hattery.
  - ii. Vendor-provided specifications will be included as-is.
- d. Provide an updated opinion of probable costs.
- e. Attend one (1) virtual meeting with the Owner to review documents.
- f. Update Construction Documents based on feedback. Provide an electronic PDF of Construction Document package.

### 4. COORDINATION, PERMITTING, AND SUBMITTALS

- a. In each phase, Shive-Hattery will coordinate with Hunziker and their engineers to facilitate compatibility between the TELC Phase 4 project and the adjacent residential development projects.
- b. Shive-Hattery will prepare and submit drawings, checklists, and permit applications required by the City of Ames.
  - i. Required application fees will be paid by Shive-Hattery and billed to SCCB as a reimbursable expense.
  - ii. We anticipate that the first submittal to the City will coincide with completion of SDs and design-related comments to be addressed prior to issuing final Construction Documents.
  - iii. We anticipate 3-4 rounds of submittals.
  - iv. We do not anticipate that water quality or quantity management BMPs will be required by the City of Ames or Story County for this project. If design related to stormwater management is required, it can be provided as an additional service.
- c. SWPPP and NPDES
  - i. We anticipate that the project will result in disturbance of 1 acre or more and will therefore require an NPDES General Permit #2. We will prepare applications and apply for the permit on behalf of the Owner:
  - ii. We will prepare a SWPPP as required to obtain an NPDES permit and will provide a copy to the Owner. The Contractor will be responsible for updating and complying with the permit.

- iii. If required, we will prepare and submit an application for the City of Ames COSESCO permit on behalf of the Owner.
- d. We do not anticipate other permitting, such as archeological, floodplain, wetlands, Waters of the United States, etc. to be required for this project. If additional permits besides the ones explicitly included in the SCOPE OF SERVICES are required, they may be able to be provided as an additional service.

## 5. BIDDING SERVICES

- a. Provide the Owner the required bidding public notices for publishing by the Owner.
- b. Issue construction documents and specifications for the project.
  - i. This is planned to be done electronically and in-house. Use of a plan room is not included.
- c. Schedule and attend one (1) pre-bid meeting anticipated to be held at the project site.
- d. Answer a reasonable amount of contractor questions during bidding and prepare addenda and clarifications as requested.
- e. Attend bid opening conducted by Story County Board of Supervisors and prepare a bid tabulation of bids received.
- f. Assist Story County Conservation with reviewing the bids received and identifying the responsive, responsible low bidder.
- g. Notify unsuccessful bidders.

## CLIENT RESPONSIBILITIES

It will be your responsibility to provide the following:

1. Identify a Project Representative with full authority to act on behalf of the Client with respect to this project. The Client Project Representative shall render decisions in a timely manner in order to avoid delays of Shive-Hattery's services.
2. Legal, accounting, and insurance counseling services or other consultants, including geotechnical, or vendors that may be necessary. The Client shall coordinate these services with those services provided by Shive-Hattery.
3. Provide to Shive-Hattery any available drawings, survey plats, testing data and reports related to the project, either hard copy or electronic media. Electronic media is preferred.
4. Unless specifically included in the Scope of Services to be provided by Shive-Hattery, the Client shall furnish tests, inspections, permits and reports required by law, regulation or code including but not limited to hazardous materials, structural, mechanical, chemical, air pollution and water pollution tests.
5. Provide Shive-Hattery personnel unlimited access to the site as required.

## SCHEDULE

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

- We will meet with you to develop a mutually agreed-upon schedule for the Scope of Services.

## COMPENSATION

Description	Fee Type	Fee	Estimated Expenses	Total
Schematic Design	Hourly w/Max	\$22,300	Included	\$22,300
Design Development	Hourly w/Max	\$35,000	Included	\$35,000
Construction Documents	Hourly w/Max	\$30,000	Included	\$30,000
Bidding Phase	Hourly w/Max	\$6,500	Included	\$6,500
<b>ESTIMATED TOTAL</b>				<b>\$93,800</b>

### Fee Types:

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

### Expenses:

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

See attached Standard Hourly and Expense Fee Schedule.

The terms of this proposal are valid for 30 days from the date of this proposal.

## ADDITIONAL SERVICES

Unless specifically stated in the Scope of Services, any resilient design-related services including areas of resistance, reliability and redundancy (i.e. flood protection, storm/tornado shelter, emergency generators, utility backup, etc.) are not included in this proposal.

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

1. Meetings beyond those listed in the Scope of Services.
2. Design concepts or rounds of revisions listed beyond those in the Scope of Services.
3. Multiple bid packages.
4. Multiple bid lettings.
5. Additional private utility locates.
6. Custom designed shelter designs.
7. 3D visualization and renderings.
8. Solar power design.
9. Mechanical and/or Plumbing Engineering.
10. Foundation design and Structural Engineering beyond that listed in the Scope of Services.
11. Kitchen design.

## OTHER TERMS

### STANDARD TERMS AND CONDITIONS

Copyright © Shive-Hattery October 2024

#### **PARTIES**

"S-H" or "Shive-Hattery" shall mean Shive-Hattery, Inc., Shive-Hattery A/E Services, P.C., Helix Design Group, a Division of Shive-Hattery, Inc., Shive-Hattery New Jersey, Inc., WSM, a Division of Shive-Hattery, Inc., or KdG, a Division of Shive-Hattery, Inc. and "CLIENT" shall mean the person or entity executing this Agreement with "S-H."

#### **LIMITATION OF LIABILITY AND WAIVER OF CERTAIN DAMAGES**

The CLIENT agrees, to the fullest extent of the law, to limit the liability of S-H, its officers, directors, shareholders, employees, agents, subconsultants, affiliated companies, and any of them, to the CLIENT and any person or entity claiming by or through the CLIENT, for any and all claims, damages, liabilities, losses, costs, and expenses including reasonable attorneys' fees, experts' fees, or any other legal costs, in any way related to the Project or Agreement from any cause(s) to an amount that shall not exceed the compensation received by S-H under the agreement or fifty thousand dollars (\$50,000), whichever is greater. The parties intend that this limitation of liability apply to any and all liability or cause of action, claim, theory of recovery, or remedy however alleged or arising, including but not limited to negligence, errors or omissions, strict liability, breach of contract or warranty, express, implied or equitable indemnity and all other claims, which except for the limitation of liability above, the CLIENT waives.

CLIENT hereby releases S-H, its officers, directors, shareholders, employees, agents, subconsultants, affiliated companies, and any of them, and none shall be liable to the CLIENT for consequential, special, exemplary, punitive, indirect or incidental losses or damages, including but not limited to loss of use, loss of product, cost of capital, loss of goodwill, lost revenues or loss of profit, interruption of business, down time costs, loss of data, cost of cover, or governmental penalties or fines.

#### **INDEMNIFICATION**

Subject to the limitation of liability in this Agreement, S-H agrees to the fullest extent permitted by law, to indemnify and hold harmless the CLIENT, its officers, directors, shareholders, and employees against all claims, damages, liabilities, losses or costs, including reasonable attorneys' fees, experts' fees, or other legal costs to the extent caused by S-H's negligent performance of service under this Agreement and that of its officers, directors, shareholders, and employees.

The CLIENT agrees to the fullest extent permitted by law, to indemnify and hold harmless S-H, its officers, directors, shareholders, employees, subconsultants, and affiliated companies against all damages, liabilities, losses, costs, and expenses including, reasonable attorneys' fees, expert's fees, and any other legal costs to the extent caused by the acts or omissions of the CLIENT, its employees, agents, contractors, subcontractors, consultants or anyone for whom the CLIENT is legally liable.

#### **HAZARDOUS MATERIALS - INDEMNIFICATION**

To the fullest extent permitted by law, CLIENT agrees to defend, indemnify, and hold S-H, its officers, directors, shareholders, employees, agents, consultants and affiliated companies, and any of them harmless from and against any and all claims, liabilities, losses, costs, or expenses including reasonable attorney's fees, experts' fees and any other legal costs (including without limitation damages to property, injuries or death to persons, fines, or penalties), arising out of, or resulting from the discharge, escape, release, or saturation of smoke, vapors, soot, fumes, acids, alkalies, toxic chemicals, liquids, gases, polychlorinated biphenyl, petroleum contaminants spores, biological toxins, or any other materials, irritants, contaminants, or pollutants in or into the atmosphere, or on, onto, upon, in, or into the surface or subsurface of soil, water, or watercourses, objects, or any tangible or intangible matter, whether sudden or not.

#### **STANDARD OF CARE**

Services provided by S-H under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances on projects of similar size, complexity, and geographic location as that of the Project. Nothing in this Agreement is intended to create, nor shall it be construed to create, a fiduciary duty owed by either party to the other party.

#### **BETTERMENT**

The CLIENT recognizes and expects that certain change orders may be required to be issued as the result in whole or part of imprecision, incompleteness, omissions, ambiguities, or inconsistencies in S-H's drawings, specifications, and other design, bidding or construction documentation furnished by S-H or in other professional services performed or furnished by S-H under this Agreement (herein after in this Betterment section referred to as S-H Documentation). If a required item or component of the Project is omitted from S-H's Documentation, the CLIENT is responsible for paying all costs required to add such item or component to the extent that such item or component would have been required and included in the original S-H Documentation. In no event will S-H be responsible for costs or expense that provides betterment or upgrades or enhances the value of the Project.

## **RIGHT OF ENTRY**

The CLIENT shall provide for entry for the employees, agents and subcontractors of S-H and for all necessary equipment. While S-H shall take reasonable precautions to minimize any damage to property, it is understood by the CLIENT that in the normal course of the project some damages may occur, the cost of correction of which is not a part of this Agreement.

## **PAYMENT**

Unless otherwise provided herein, invoices will be prepared in accordance with S-H's standard invoicing practices then in effect and will be submitted to CLIENT each month and at the completion of the work on the project. Invoices are due and payable upon receipt by the CLIENT. If the CLIENT does not make payment within thirty (30) days after the date the invoice was mailed to the CLIENT, then the amount(s) due S-H shall bear interest due from the date of mailing at the lesser interest rate of 1.5% per month compounded or the maximum interest rate allowed by law. In the event that S-H files or takes any action, or incurs any costs, for the collection of amounts due it from the client, S-H shall be entitled to recover its entire cost for attorney fees and other collection expenses related to the collection of amounts due it under this Agreement. Any failure to comply with this term shall be grounds for a default termination.

## **TERMINATION**

Either party may terminate this Agreement for convenience or for default by providing written notice to the other party. If the termination is for default, the non-terminating party may cure the default before the effective date of the termination and the termination for default will not be effective. The termination for convenience and for default, if the default is not cured, shall be effective seven (7) days after receipt of written notice by the non-terminating party. In the event that this Agreement is terminated for the convenience of either party or terminated by S-H for the default of the CLIENT, then S-H shall be paid for services performed to the termination effective date, including reimbursable expenses due, and termination expenses attributable to the termination. In the event the CLIENT terminates the Agreement for the default of S-H and S-H does not cure the default, then S-H shall be paid for services performed to the termination notice date, including reimbursable expenses due, but shall not be paid for services performed after the termination notice date and shall not be paid termination expenses. Termination expenses shall include expenses reasonably incurred by S-H in connection with the termination of the Agreement or services, including, but not limited to, closing out Project records, termination of subconsultants and other persons or entities whose services were retained for the Project, and all other expenses directly resulting from the termination.

## **INFORMATION PROVIDED BY OTHERS**

S-H shall indicate to the CLIENT the information needed for rendering of services hereunder. The CLIENT shall provide to S-H such information, including electronic media, as is available to the CLIENT and the CLIENT's consultants and contractors, and S-H shall be entitled to rely upon the accuracy and completeness thereof. The CLIENT recognizes that it is difficult for S-H to assure the accuracy, completeness and sufficiency of such client-furnished information, either because it is provided by others or because of errors or omissions which may have occurred in assembling the information the CLIENT is providing. Accordingly, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless S-H, its officers, directors, shareholders, employees, agents, subconsultants and affiliated companies, and any of them, from and against any and all claims, liabilities, losses, costs, expenses (including reasonable attorneys' fees, experts' fees, and any other legal costs) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the CLIENT.

## **UNDERGROUND UTILITIES**

Information for location of underground utilities may come from the CLIENT, third parties, and/or research performed by S-H or its subcontractors. S-H will use the standard of care defined in this Agreement in providing this service. The information that S-H must rely on from various utilities and other records may be inaccurate or incomplete. Therefore, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless S-H, its officers, directors, shareholders, employees agents, subconsultants, affiliated companies, and any of them for all claims, losses, costs and damages arising out of the location of underground utilities provided or any information related to underground utilities by S-H under this Agreement.

## **CONTRACTOR MATTERS**

CLIENT agrees that S-H shall not be responsible for the acts or omissions of the CLIENT's contractor, or subcontractors, their employees, agents, consultants, suppliers or arising from contractor's or subcontractors' work, their employees, agents, consultants, suppliers or other entities that are responsible for performing work that is not in conformance with the construction Contract Documents, if any, prepared by S-H under this Agreement. S-H shall not have responsibility for means, methods, techniques, sequences, and progress of construction of the contractor, subcontractors, agents, employees, agents, consultants, or other entities. In addition, CLIENT agrees that S-H is not responsible for safety at the project site and that safety during construction is for the CLIENT to address in the contract between the CLIENT and contractor.

## **SHOP DRAWING REVIEW**

If, as part of this Agreement S-H reviews and approves Contractor submittals, such as shop drawings, product data, samples and other data, as required by S-H, these reviews and approvals shall be only for the limited purpose of checking for conformance with the design concept and the information expressed in the contract documents. This review shall not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, coordination of the work with other trades or construction safety precautions, all of which are the sole responsibility of the Contractor. S-H's review shall be conducted with reasonable promptness while allowing sufficient time in S-H's judgment to permit adequate review. Review of a specific item shall not indicate that S-H has reviewed the entire assembly of which the item is a component. S-H shall not be responsible for any deviations from the contract documents not brought to the attention of S-H in writing by the Contractor. S-H shall not be required to review partial submissions or those for which submissions of correlated

items have not been received.

#### **OPINIONS OF PROBABLE COST**

If, as part of this Agreement S-H is providing opinions of probable construction cost, the CLIENT understands that S-H has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing, and that S-H's opinions of probable construction costs are to be made on the basis of S-H's qualifications and experience. S-H makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual costs.

#### **CONSTRUCTION OBSERVATION**

If, as part of this Agreement S-H is providing construction observation services, S-H shall visit the project at appropriate intervals during construction to become generally familiar with the progress and quality of the contractors' work and to determine if the work is proceeding in general accordance with the Contract Documents. Unless otherwise specified in the Agreement, the CLIENT has not retained S-H to make detailed inspections or to provide exhaustive or continuous project review and observation services. S-H does not guarantee the performance of, and shall have no responsibility for, the acts or omissions of any contractor, its subcontractors, employees, agents, consultants, suppliers or any other entities furnishing materials or performing any work on the project.

S-H shall advise the CLIENT if S-H observes that the contractor is not performing in general conformance of Contract Documents. CLIENT shall determine if work of contractor should be stopped to resolve any problems.

#### **OTHER SERVICES**

The CLIENT may direct S-H to provide other services including, but not limited to, any additional services identified in S-H's proposal. If S-H agrees to provide these services, then the schedule shall be reasonably adjusted to allow S-H to provide these services. Compensation for such services shall be at S-H's Standard Hourly Fee Schedule in effect at the time the work is performed unless there is a written Amendment to Agreement that contains an alternative compensation provision.

#### **OWNERSHIP & REUSE OF INSTRUMENTS OF SERVICE**

All reports, plans, specifications, field data and notes and other documents, including all documents on electronic media, prepared by S-H as instruments of service shall remain the property of S-H. The CLIENT shall not reuse or make any modifications to the plans and specifications without the prior written authorization of S-H. The CLIENT agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless S-H its officers, directors, shareholders, employees, agents, subconsultants and affiliated companies, and any of them from any and all claims, losses, costs or damages of any nature whatsoever arising out of, resulting from or in any way related to any unauthorized reuse or modifications of the construction documents by the CLIENT or any person or entity that acquires or obtains the plans and specifications from or through the CLIENT without the written authorization of S-H.

#### **DISPUTE RESOLUTION**

If a dispute arises between S-H and CLIENT, the executives of the parties having authority to resolve the dispute shall meet within thirty (30) days of the notification of the dispute to resolve the dispute. If the dispute is not resolved within such thirty (30) day time period, CLIENT and S-H agree to submit to non-binding mediation prior to commencement of any litigation and that non-binding mediation is a precondition to any litigation. Any costs incurred directly for a mediator, shall be shared equally between the parties involved in the mediation.

#### **EXCUSABLE EVENTS**

S-H shall not be responsible or liable to CLIENT or CLIENT's contractors, consultants, or other agents for any of the following events or circumstances, or the resulting delay in S-H's services, additional costs and expenses in S-H's performance of its services, or other effects in S-H's services, stemming in whole or part from such events and circumstances (collectively, "Excusable Events" or, singularly, an "Excusable Event"): a change in law, building code or applicable standards; actions or inactions by a governmental authority; the presence or encounter of hazardous or toxic materials on the Project; war (declared or undeclared) or other armed conflict; terrorism; sabotage; vandalism; riot or other civil disturbance; blockade or embargos; explosion; abnormal weather; unanticipated or unknown site conditions; epidemic or pandemic (including but not limited to COVID-19), delays or other effects arising from government-mandated or government-recommended quarantines, closure of business, access, or travel; strike or labor dispute, lockout, work slowdown or stoppage; accident; act of God; failure of any governmental or other regulatory authority to act in a timely manner; acts or omissions by CLIENT or by any CLIENT's contractors, consultants or agents of any level on the project (including, without limitation, failure of the CLIENT to furnish timely information or approve or disapprove of S-H's services or work product promptly, delays in the work caused by CLIENT, CLIENT's suspension, breach or default of this Agreement, or delays caused by faulty performance by the CLIENT or by CLIENT's contractors, consultants, or agents of any level); or any delays or events outside the reasonable control of S-H. When an Excusable Event occurs, the CLIENT agrees S-H is not responsible for any actual or claimed damages incurred by CLIENT or CLIENT's contractors, consultants, or agents, S-H shall not be deemed to be in default of this Agreement, and S-H shall be entitled to a change order to equitably increase and extend S-H's time for performance of its services, as well as equitably increase the contract sum to compensate S-H for its increased labor, expenses, and other costs to perform its services, due to the Excusable Event.

#### **ASSIGNMENT**

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

**SEVERABILITY, SURVIVAL AND WAIVER**

Any provision of this Agreement later held to be unenforceable for any reason shall be deemed void, and all remaining provisions shall continue in full force and effect. All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating responsibility or liability between the CLIENT and S-H shall survive the completion of the services hereunder and the termination of this Agreement. The failure of a party to insist upon strict compliance of any term hereof shall not constitute a waiver by that party of its rights to insist upon strict compliance at a subsequent date.

**GOVERNING LAW**

This Agreement shall be governed pursuant to the laws in the state that the project is located.

**EQUAL EMPLOYMENT OPPORTUNITY**

It is the policy of S-H to provide equal employment opportunities for all. S-H enforces the following acts and amendments as presented by Federal government or State governments: Title VII of the Civil Rights Act of 1965, Age Discrimination in Employment ACT (ADEA), Americans With Disabilities Act (ADA), Iowa Civil Rights Act of 1965, and Illinois Human Rights Act [ 775ILCS 5]. S-H will not discriminate against any employee or applicant because of race, creed, color, religion, sex, national origin, gender identity, sexual orientation, marital status, ancestry, veteran status, or physical or mental handicap, unless related to performance of the job with or without accommodation.

**HARASSMENT**

If either party becomes aware of any form of harassing conduct by the other party's employees, agents, contractors, consultants, vendors, or affiliated companies, the party receiving the harassing conduct will promptly investigate the reported conduct and take appropriate action that may include termination of this Agreement by providing written notice to the other party. Prior to the written notice to terminate, all applicable obligations contained in this Agreement by either party remain in effect. Harassment conduct includes any verbal, physical, and visual or pictorial content that creates an intimidating, offensive, obscene, or hostile working environment, unwanted and unsolicited verbal comments, sexual advances or innuendo, unwelcome jokes or banter, threats, or derogatory comments.

**COMPLETE AGREEMENT**

This Agreement constitutes the entire and integrated agreement between the CLIENT and S-H and supersedes all prior negotiations, representations and agreements, whether oral or written. In the event the CLIENT issues a Purchase Order of which this Agreement becomes a part, or the CLIENT and S-H otherwise execute or enter into a contract into which this Agreement is incorporated, the parties expressly agree that, to the extent the terms of this Agreement conflict with or are otherwise inconsistent with such Purchase Order, or any other contract, this Agreement shall supersede and override the terms of the aforementioned documents, and this Agreement shall solely govern in those regards.

**ACCEPTANCE**

Wet signatures, digital signatures, electronic signatures or acceptance communicated by mail or e-mail from one party to another, are deemed acceptable for binding the parties to the Agreement. The CLIENT representative accepting this Agreement warrants that he or she is authorized to enter into this Agreement on behalf of the CLIENT.

**AGREEMENT**

This proposal shall become the Agreement for Services when accepted by both parties. Wet signatures, digital signatures, electronic signatures or acceptance communicated by mail or e-mail from one party to another, are deemed acceptable for binding the parties to the Agreement. The Client representative signing this Agreement warrants that he or she is authorized to enter into this Agreement on behalf of the Client.

Thank you for considering this proposal. We look forward to working with you. If you have any questions concerning this proposal, please contact us.

Sincerely,  
SHIVE-HATTERY, INC.

  
Anthony Harbaugh, PE  
Civil Engineer, Project Manager  
aharbaugh@shive-hattery.com

  
Luke Monat, PE  
Water & Environment Market Leader  
lmonat@shive-hattery.com

**AGREEMENT ACCEPTED AND SERVICES AUTHORIZED TO PROCEED**

**CLIENT:** Story County Conservation Board / Story County Board of Supervisors

**STORY COUNTY CONSERVATION**

**BY:** Craig A. Meyer **TITLE:** \_\_\_\_\_  
(signature)

**PRINTED NAME:** \_\_\_\_\_ **DATE ACCEPTED:** 7/24/25

**STORY COUNTY BOARD OF SUPERVISORS**

**BY:** Lise K. Hobbens **TITLE:** ~~7-15-25~~ Chair  
(signature)

**PRINTED NAME:** Lise K. Hobbens **DATE ACCEPTED:** 7-15-25

**STANDARD HOURLY and  
REIMBURSABLE EXPENSE FEES SCHEDULES**  
Effective January 1, 2025 to December 31, 2025

**STANDARD HOURLY FEES****PROFESSIONAL STAFF:**

Grade 1	\$111.00
Grade 2	\$133.00
Grade 3	\$148.00
Grade 4	\$166.00
Grade 5	\$184.00
Grade 6	\$199.00
Grade 7	\$216.00
Grade 8	\$235.00
Grade 9	\$255.00

**SURVEY STAFF:**

One Person	\$170.00
Two Person	\$263.00
One Person with ATV	\$195.00
Two Person with ATV	\$288.00

**TECHNICAL STAFF:**

Grade 1	\$ 78.00
Grade 2	\$ 95.00
Grade 3	\$109.00
Grade 4	\$118.00
Grade 5	\$131.00
Grade 6	\$151.00
Grade 7	\$168.00

**ADMIN STAFF:**

\$ 75.00

**REIMBURSABLE EXPENSE FEES****TRAVEL:**

Mileage- Car/Truck	\$0.70/ Mile
Mileage- Survey Trucks	\$0.80/ Mile
Lodging, Meals	Cost + 10%
Airfare	Cost + 10%
Car Rental	Cost + 10%

**OUTSIDE SERVICES:**

Aerial Photogrammetry	Cost + 10%
Professional Services	Cost + 10%
Prints/Plots/Photos	Cost + 10%
Deliveries	Cost + 10%

**IN-HOUSE SERVICES:****Drawings/Prints/Plots:**

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

**Color Prints:**

Letter Size	\$ 1.00
Legal and 11x17 Size	\$ 2.00



Memorandum

To: Story County Board of Supervisors  
Through: Michael D. Cox, Director  
From: Ryan Wiemold, Parks Superintendent  
Date: July 15, 2025  
Re: Consideration of Final Change Order with Harold Pike Construction for the McFarland Park Shop Project for \$51,410.90

.....  
The attached final change order reflects all of the scope adjustments necessary for the McFarland Shop project. The change order attached shows both cost increases and cost decreases. Items 1-22 have previously been approved as the project progressed.

Newly introduced items in this final change order are:

- CR 23: A credit for reduced voice and data cabling and jacks (\$564.00)
- CR 24: Re-wire fuel pumps to meet state code for \$1,322.00

This brings the total for all change orders (1-24) on the project to \$51,410.90, which is 6.72% of the contracted amount.

Funding for the final change order is available in the Friends of Conservation Trust Fund.

The Story County Conservation Board recommends your approval.

  
Approval

\_\_\_\_\_  
Disapproval

  
Date

\_\_\_\_\_  
Date



AIA®

# Document G701® – 2017

## Change Order

**PROJECT:** *(Name and address)*  
Story County Conservation  
McFarland Shop Replacement 2024

**CONTRACT INFORMATION:**  
Contract For: General Construction  
Date: October 22, 2024

**CHANGE ORDER INFORMATION:**  
Change Order Number: 1  
Date: July 1, 2025

**OWNER:** *(Name and address)*  
Story County Board of Supervisors  
900 6<sup>th</sup> Street  
Nevada, IA 50201

**ARCHITECT:** *(Name and address)*  
Roseland, Mackey, Harris Architects  
1615 Golden Aspen Drive, Suite 110  
Ames, IA 50010

**CONTRACTOR:** *(Name and address)*  
HPC, L.L.C.  
120 North Sherman Avenue  
Ames, IA 50010

**THE CONTRACT IS CHANGED AS FOLLOWS:**

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

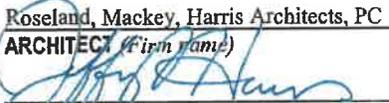
See attached Change Order Summary

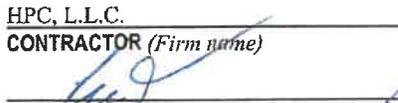
The original Contract Sum was	\$	<u>765,000.00</u>
The net change by previously authorized Change Orders	\$	<u>0.00</u>
The Contract Sum prior to this Change Order was	\$	<u>765,000.00</u>
The Contract Sum will be increased by this Change Order in the amount of	\$	<u>51,410.90</u>
The new Contract Sum including this Change Order will be	\$	<u>816,410.90</u>

The Contract Time will be unchanged by Zero (0) days.  
The new date of Substantial Completion will be April 15, 2024

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

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

Roseland, Mackey, Harris Architects, PC  
ARCHITECT *(Firm name)*  
  
SIGNATURE

HPC, L.L.C.  
CONTRACTOR *(Firm name)*  
  
SIGNATURE

Story County Board of Supervisors  
OWNER *(Firm name)*  
  
SIGNATURE

Jeffrey S. Harris, AIA  
PRINTED NAME AND TITLE  
July 1, 2025  
DATE

  
PRINTED NAME AND TITLE  
7-1-25  
DATE

  
PRINTED NAME AND TITLE  
7-15-25  
DATE



## CONTRACT FOR ECONOMIC DEVELOPMENT SERVICES

**THIS AGREEMENT**, made and entered into the 1st day of July, 2025, by and between **STORY COUNTY, IOWA**, an Iowa Municipal Corporation whose mailing address and telephone number is 900 Sixth Street, Nevada, Iowa 50201, telephone 515-382-7200, organized and existing pursuant to the laws of the State of Iowa (hereinafter called "County") and the Ames Regional Economic Alliance, an adjunct of the Ames Chamber of Commerce (hereinafter called "The Alliance") whose mailing address and telephone number is 304 Main Street, Ames, Iowa 50010, telephone 515-232-2310.

### WITNESSETH THAT:

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

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

#### I

### PURPOSE AND INTENT

The purpose of this Agreement is to procure for the County and its citizens in the unincorporated areas of Story County and those communities with 2020 *US Census* population of less than 2,000 persons wholly located in Story County ("Story County and communities") certain economic development-related services as hereinafter described and set out; to establish the methods, procedures, terms and conditions governing payment by the County for such services; and, to establish other duties, responsibilities, terms and conditions mutually undertaken and agreed to by the parties hereto in consideration of the services to be performed and monies paid.

#### II

### SCOPE OF SERVICES

A. In consideration for the payment of \$110,000 in accordance with Section III, The Alliance shall provide the following economic development related services to the County and its citizens in the unincorporated areas of Story County and those communities with 2020 *US Census* population of less than 2,000 persons wholly located in Story County ("Story County and communities") during the term of this agreement:

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

- 4) The Alliance will serve as the primary marketing entity for business recruitment to highlight Story County and communities.
- 5) The Alliance will deploy an aggressive marketing campaign that will focus on targeted industries such as ag-biotechnology and advanced manufacturing businesses that do not overtax our infrastructure.
- 6) The Alliance will assess, update and implement the economic development recommendations of Story County and communities' Comprehensive Plan(s); The Alliance will educate management, staff and elected officials on market trends affecting Story County and communities' economic condition(s) and provide guidance on policies necessary to improve economic conditions.
- 7) The Alliance will assist communities as needed with key community development and infrastructure initiatives that support or enhance economic development opportunities, providing resources for information to communities for federal, state and local funding programs, and provide information and guidance for new and existing businesses in obtaining financial incentives, if applicable.
- 8) The Alliance will actively pursue new retail, industrial, and commercial businesses to occupy vacant or underutilized properties within Story County and communities.
- 9) The Alliance will develop a database of key contacts for major commercial and industrial companies suitable for recruitment to Story County and communities.
- 10) The Alliance will serve as a liaison for Story County and communities to local businesses to support their retention and to encourage their expansion within Story County and communities.
- 11) The Alliance will develop and maintain a comprehensive database of commercial and industrial properties within Story County and communities available for development or reuse. Story County will receive a current copy of the aforementioned database in a standard format two-weeks before the termination of this contract.
- 12) The Alliance will develop and distribute hardcopy marketing materials and collaborate with Story County and communities' IT professionals for electronic version marketing materials.
- 13) The Alliance will maintain information regarding grants, loans and incentives for business development with Story County and communities.
- 14) The Alliance will report quarterly to the Story County Board of Supervisors on related activities beginning in July 2025.
- 15) The Alliance will recognize the Story County Board of Supervisors' intent to take a lead role in facilitating housing rehabilitation and new housing construction for residents in the low to average-income ranges in Story County.
- 16) The Alliance will provide support and assistance on housing issues, cooperating with any organizational or leadership efforts the Board of Supervisors undertakes and coordinating with any housing initiatives, it may implement.
- 17) The Alliance will advocate and support childcare initiatives across Story County, including but not limited to funding opportunities, technical assistance, and business engagement in these initiatives.
- 18) The Alliance will advocate and support enhanced transportation initiatives across Story County, and convene as necessary key stakeholders in these efforts.
- 19) The Alliance will advocate for and provide support towards enhanced broadband initiatives across Story County, and convene as necessary key stakeholders in these efforts.

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

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

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

In accordance with State and Federal law, the person performing or coordinating the fulfillment of the scope of services will not engage in any local, State or Federal lobbying activities.

**III  
METHOD OF PAYMENT**

A. Payment for services will be made by County according to the following schedule:

July 15, 2025	\$35,000
October 1, 2025	\$25,000
January 1, 20246	\$25,000
April 1, 2026	\$25,000

B. On or before July 31, 2025, The Alliance will provide electronically, itemization of costs incurred. The Alliance will make available all receipts if requested by the County.

C. The maximum total amount payable by the County under this agreement is \$110,000 as detailed in the SCOPE OF SERVICES (Section II of this contract), and no greater amount shall be paid.

**IV  
FINANCIAL ACCOUNTING AND ADMINISTRATION**

A. All monies disbursed under this Agreement shall be accounted for by the accrual method of accounting.

B. Monies disbursed to The Alliance by the County will be deposited by the Alliance in an account under The Alliance's name, with a bank located in Story County, Iowa. All checks drawn on the said account shall bear a memorandum line on which the drawer shall note the nature of the costs for which the check is drawn in payment, and the program(s) of service.

C. All costs shall be supported by documentation evidencing in proper detail the nature and propriety of the charges. All checks or other accounting documents pertaining in whole or in part to this Agreement shall be clearly identified as such and readily accessible for examination and audit by the County or its authorized representative without notice and upon request by the County.

D. All records shall be maintained in accordance with procedures and requirements as established by the Story County Auditor, and the Story County Auditor may, prior to any disbursement under this Agreement, conduct a pre-audit of record keeping and financial accounting procedures of The Alliance for the purpose of determining changes and modifications necessary with respect to accounting for funds made available hereunder. All records and documents required by this Agreement shall be maintained for a period of three (3) years following final disbursement by the County.

E. Unless otherwise required by applicable laws, The Alliance shall allow the County access to all books and records for purposes of auditing or reviewing The Alliance's claims,

upon request by the County.

F. The Alliance's failure to provide access pursuant to this section (the entirety of Section IV as contained herein) shall constitute a material breach of the Contract for Economic Development Services.

**V  
DURATION**

- A. This Agreement shall be in full force and effect from and after July 1, 2025, until June 30, 2026.
- B. EXTENSION. If mutually agreeable to County and The Alliance, this Agreement may be extended. Such extension will be documented by written amendment, duly signed and dated by both parties. However, either party may terminate this contract due to non-fulfillment with 30 day's prior written notice.

**VI  
REQUIREMENTS**

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

**VII  
ASSIGNMENT**

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

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

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

**IX  
INDEPENDENT CONTRACTOR**

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

**X**  
**INSURANCE AND TAXES**

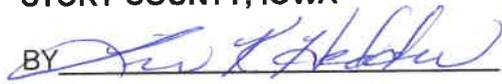
The Alliance is responsible for Workers Compensation, Disability, Unemployment, Automobile Insurance, and any other insurance required by the State of Iowa and will provide certificates of insurance to the County on an annual basis. The Alliance is also responsible for payment of State and Federal taxes,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

**XI**  
**CONFIDENTIALITY**

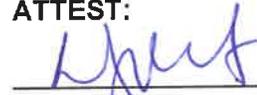
The Alliance agrees to comply fully with confidentiality in compliance with all laws and regulations regarding protected health information.

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

**STORY COUNTY, IOWA**

BY   
DATE 7-15-25

**ATTEST:**

  
DATE 7.15.25

**AMES REGIONAL ECONOMIC ALLIANCE**

BY   
Daniel A. Culhane, President/CEO

7/10/25  
DATE

Print Name:  
Daniel A. Culhane

## CONTRACT FOR WORKFORCE DEVELOPMENT SERVICES

**THIS AGREEMENT**, made and entered into the 1st day of July, 2025, by and between **STORY COUNTY, IOWA**, an Iowa Municipal Corporation whose mailing address and telephone number is 900 Sixth Street, Nevada, Iowa 50201, telephone 515-382-7200, organized and existing pursuant to the laws of the State of Iowa (hereinafter called "County") and the Ames Regional Economic Alliance, an adjunct of the Ames Chamber of Commerce (hereinafter called "The Alliance") whose mailing address and telephone number is 304 Main Street, Ames, Iowa 50010, telephone 515-232-2310.

### WITNESSETH THAT:

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

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

#### I

### PURPOSE AND INTENT

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

#### II

### SCOPE OF SERVICES

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

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

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

- A. Payment for services will be made by County according to the following schedule:
  - July 31, 2025 - \$15,000
  - October 1, 2025 - \$15,000
  - January 1, 2026 - \$10,000
- B. On or before July 31, 2025, the AEDC will provide electronically, itemization of costs incurred. The Alliance will make available all receipts if requested by the County.
- C. The maximum total amount payable by the County under this agreement is \$40,000 as detailed in the SCOPE OF SERVICES (Section II of this contract), and no greater amount shall be paid.

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

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

**V**  
**DURATION**

- A. This Agreement shall be in full force and effect from and after July 1, 2025, until June 30, 2026.
- B. EXTENSION. If mutually agreeable to County and The Alliance, this Agreement may be extended. Such extension will be documented by written amendment, duly signed and dated by both parties. However, either party may terminate this contract due to non-fulfillment with 30 day's prior written notice.

**VI  
REQUIREMENTS**

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

**VII  
ASSIGNMENT**

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

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

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

**IX  
INDEPENDENT CONTRACTOR**

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

**X  
INSURANCE AND TAXES**

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

**XI  
CONFIDENTIALITY**

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

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

**STORY COUNTY, IOWA**



BY  
Chairperson, Story County Board of Supervisors

7-15-25

DATE

**ATTEST:**



Story County Auditor

7-15-25

DATE

**AMES REGIONAL ECONOMIC ALLIANCE**



BY  
Daniel A. Culhane, President/CEO

7/10/25

DATE

Print Name:

Daniel A. Culhane

## **MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding (“MOU”) is made by and between the parties identified in Section 1 below. The parties agree as follows:

### **SECTION 1. IDENTITY OF THE PARTIES.**

#### **1.1 Iowa Judicial Branch, Second Judicial District (“IJB”).**

Address: 701 Central Avenue, Fort Dodge, IA 50501  
Contact: Tina Thomason, District Court Administrator  
Email: [tina.thomason@iowacourts.gov](mailto:tina.thomason@iowacourts.gov)  
Phone: 515-574-3756

#### **1.2 Story County (“County”).**

Address: 900 6<sup>th</sup> Street, Nevada, IA 50201  
Contact: Lisa Heddens, Story County Board of Supervisors, Chair  
Email: [lheddens@storycountyia.gov](mailto:lheddens@storycountyia.gov)  
Phone: 515-382-7201

#### **1.3 City of Ames (City”)**

Address: 515 Clark Avenue, Ames IA 50010  
Contact: John Haila, Mayor  
Email: [john.haila@cityofames.org](mailto:john.haila@cityofames.org)  
Phone: 515-239-5105

**SECTION 2. PURPOSE.** Pursuant to Iowa Code Section 602.6105(3)(b)(1), the City of Ames (“City”) and the County of Story (“County”) have requested the Chief Judge of the District Court in the Second Judicial District (“Court”) to hold court in the non-county seat of Ames, Iowa at the Ames City Hall building located at 515 Clark Avenue. In consideration of holding court in the City, the City and the County shall pay and reimburse IJB the costs and amounts described in Iowa Code section 602.1303(1), Iowa Code section 602.6105(3)(b)(2), and any other costs described herein. The City and County represent and warrant that all prerequisites set forth in Iowa Code Section 602.6105(3)(b)(1) have been met. This MOU supersedes and replaces in its entirety the Chapter 28E Agreement entered into by the parties in July of 2010. The parties agree that such Chapter 28E Agreement is hereby terminated and no longer in force and effect.

**SECTION 3. TERM.** This MOU shall become effective on July 1, 2025 and shall expire on June 30, 2026 unless terminated earlier in accordance with the provisions of this MOU. After the expiration of the initial term, the parties may renew this MOU for additional terms upon the written mutual agreement of the parties. If the parties fail to renew this MOU by the expiration date of any term, the provisions of the expired MOU shall be considered in full force and effect, and the City and the County will continue to pay and reimburse IJB for all invoiced expenses. If either the City or the County fails to timely pay IJB for any costs or amounts invoiced by IJB, the Chief Judge of the Court may discontinue holding court and cease all court services in the City.

### **SECTION 4. REIMBURSEMENT OF COSTS.**

**4.1 Reimbursement by the City.** The City agrees to reimburse and promptly pay IJB for the following annual costs incurred by IJB for holding court in the City:

- 4.1.1 Cost of 5 phone lines – \$260.00
- 4.1.2 Cost of large MFU with Maintenance - \$1329.33
- 4.1.3 Cost of small printers/MFUs with Maintenance - Qty 2 - \$710.84
- 4.1.4 Public terminal computer - \$169.64
- 4.1.5 Monitor for public terminal - \$57.67
- 4.1.6 Scanners - \$740.22
- 4.1.7 Network hardware - \$591.67
- 4.1.8 ICN circuit cost - \$7200.00
- 4.1.9 Panic buttons - \$793.77
- 4.1.10 All other costs that may be reimbursed in accordance with Iowa Code section 602.1303(1), Iowa Code section 602.6105(3)(b)(2), and/or other applicable state law.

**4.2 Alternatives to Section 4.1 Reimbursements.**

- 4.2.1 In lieu of reimbursement for a postage machine and postage maintenance expenses, the City agrees to process the Court’s mail and bill the Court for the actual cost of the postage.
- 4.2.2 In lieu of reimbursement for P.O. Box rental cost, IJB will have its mail sent to the City’s P.O. Box, and the City will separate IJB’s mail for pickup by IJB staff.

**4.3 Reimbursement by the County.** The County agrees to reimburse and promptly pay IJB for the following annual costs incurred by IJB for holding court in the City:

- 4.3.1 File stamp machine (repair or replace as needed)
- 4.3.2 All other costs that may be reimbursed in accordance with Iowa Code section 602.1303(1), Iowa Code section 602.6105(3)(b)(2) or other applicable state law.

**4.4 Submission of Invoices.** IJB will submit to the City and the County a quarterly invoice for all reimbursable costs described herein. The City and the County will pay to IJB all costs and amounts set forth in each quarterly invoice within thirty (30) days of the date of each invoice.

**SECTION 5. TERMINATION**

**5.1 Termination for Breach.** IJB may terminate this MOU upon written notice for either the City’s or the County’s breach by of any material term, condition, or provision of this MOU, if such breach is not cured within the time period specified in IJB’s notice of breach or any subsequent notice or correspondence delivered by IJB to the breaching party, provided that cure is feasible.

**5.2 Termination Due to Lack of Funds or Change in Law.** Notwithstanding anything in this MOU to the contrary, IJB may terminate this MOU without penalty or liability if: (i) any funds (regardless of the source of funding) needed by IJB to fulfill any of its obligations hereunder are insufficient or unavailable for any reason as determined by IJB in its sole discretion; (ii) IJB’s authorization to engage in activities or operations related to the subject matter of this MOU is withdrawn or materially altered or modified; or (iii) IJB’s duties, programs or responsibilities are modified or materially altered. IJB will provide the City and the County with written notice of termination under this Section 6.2.

**5.3 Termination Upon Written Notice.** Any party may terminate this MOU at any time without cause and for any reason by providing at least with ninety (90) days advance written notice to the other parties. Upon termination of this MOU, possession of property shall become the property of the party that purchased, leased, or rented the property.

**5.4 Effect of Termination.** If this MOU is terminated for any reason, IJB may discontinue holding court and cease all court services in the City, and the City and the County will immediately pay and reimburse IJB for all costs and expenses incurred by IJB and for which IJB has not received reimbursement or payment from either the City or the County.

## **SECTION 6. CONTRACT ADMINISTRATION.**

**6.1 Supervision of IJB Personnel.** The City and the County shall have no supervisory authority or control over any IJB personnel. IJB shall have the sole authority to supervise its personnel.

**6.2 Amendments.** This MOU may be amended in writing from time to time by the written agreement of the parties. All amendments to this MOU must be fully executed by the parties.

**6.3 Choice of Law and Forum.** The terms and provisions of this MOU shall be governed by and construed in accordance with the laws of the State of Iowa.

**6.4 Assignment and Delegation.** This MOU and the obligations created hereunder may not be assigned, transferred, delegated or conveyed by either the City or the County without the prior written consent of IJB.

**6.5 Integration.** This MOU represents the entire agreement between the parties. The parties shall not rely on any representation or verbal commitment that may have been made which is not included in this MOU.

**6.6 Severability.** If any provision of this MOU is determined by a court of competent jurisdiction to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other part or provision of this MOU.

**6.7 Counterparts.** The parties agree that the MOU has been, or may be, executed in several counterparts, each of which shall be deemed an original and all such counterparts shall together constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of the MOU so executed shall constitute an original.

**6.8 No Separate Entity Created.** No separate legal or administrative entity is created by this MOU. No party, unless otherwise specifically provided for herein, has the authority to enter into any contract or create an obligation or liability on behalf of, in the name of, or binding upon, another party to this MOU.

**6.9 IJB Administrator.** The Chief Judge of the Court is the administrator of this MOU on behalf of IJB. The Chief Judge may delegate any or all administrative duties pertaining to this MOU to the district court administrator.

**6.10 Joint and Several Liability.** The City and the County shall be jointly and severally liable for paying IJB all costs and expenses to be reimbursed under this MOU.

**6.11 Waiver.** All waivers hereunder must be made in writing by a duly authorized representative of

the party against whom the waiver is to operate, and the failure by a party at any time to require the other party's performance of any obligation under the MOU shall not affect the right subsequently to require performance of that obligation. Any waiver, in whole or in part, of any provision of this MOU shall not be considered to be a waiver of any other provision. Any failure by either party at any time to require performance by the other party or to claim a breach of any provision of the MOU shall not be construed as affecting any subsequent right to require performance or to claim a breach.

**6.12 Notice.** Any notices permitted or required under this MOU shall be in writing and may be hand-delivered, emailed, sent by registered or certified mail (return receipt requested), or sent by a nationally recognized overnight courier, and shall be addressed to each party's respective representative(s) identified in Section 1. From time to time, the parties may change the name and address of a party designated to receive notice. Such change of the designated person shall be in writing to the other party. Each such notice shall be deemed to have been provided: (1) at the time it is actually received in the case of hand delivery or email; (2) within one day in the case of overnight delivery by a nationally recognized courier with guaranteed next-day delivery; or (3) on the date shown on the return or read receipt.

**SECTION 7. EXECUTION**

In consideration of the mutual covenants set forth above and for other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged by the parties, the parties have entered into this MOU and have caused their duly authorized representatives to execute this MOU.

**City of Ames**

\_\_\_\_\_  
John Haila, Mayor, City of Ames

\_\_\_\_\_  
Date

**Story County**

  
\_\_\_\_\_  
Lisa Heddens, Chairperson, Story County Supervisors

*7-15-25*  
\_\_\_\_\_  
Date

**Judicial Branch, Second Judicial District**

\_\_\_\_\_  
Adria A.D Kester, Chief Judge

\_\_\_\_\_  
Date

**Judicial Branch, Second Judicial District**

\_\_\_\_\_  
Tina Thomason, District Court Administrator

\_\_\_\_\_  
Date



*Michael A. Mauro*  
**Secretary of State**  
*State of Iowa*

# 28E Agreement

FOR OFFICE USE ONLY:

FILED

M503600

8/10/2010 8:18:45 AM

**PLEASE READ INSTRUCTIONS ON BACK BEFORE COMPLETING THIS FORM**

**Item 1.** The full legal name, organization type and county of each participant to this agreement are:

	Full Legal Name	Organization Type	*County
Party 1	Kurt L. Wilke	State Agency	Story
Party 2	Scott Hand	State Agency	Story
Party 3	Ann H. Campbell	City	Story
Party 4	Wayne Clinton	County	Story
Party 5			

*\*Enter "Other" if not in Iowa*

**Item 2.** The type of Public Service included in this agreement is: 710 Any Court and Legal Services  
(Enter only one Service Code and Description) Code Number Service Description

**Item 3.** The purpose of this agreement is: *(please be specific)*  
 Pursuant to Iowa Code 602.6105(3)(b)(3) the City of Ames and the County of Story have requested court to be held in a non-county seat. This agreement documents the cost associated with the non-county seat court location of Ames.

**Item 4.** The duration of this agreement is: *(check one)*  Agreement Expires \_\_\_\_\_  Indefinite Duration  
[mm/dd/yyyy]

**Item 5.** Does this agreement amend or renew an existing agreement? *(check one)*

**NO**

**YES** Filing # of the agreement: \_\_\_\_\_

(Use the filing number of the most recent version filed for this agreement)

The filing number of the agreement may be found by searching the 28E database at: [www.sos.state.ia.us/28E](http://www.sos.state.ia.us/28E).

**Item 6.** Attach two copies of the agreement to this form if not filing online.

**Item 7.** The primary contact for further information regarding this agreement is: *(optional)*

**LAST** Name Hand **FIRST** Name Scott

Title District Court Administrator Department District Court Administrator

Email scott.hand@iowacourts.gov Phone 641-494-3611

**Iowa Code Chapter 28E Agreement between the City of Ames, the County of Story County,  
& the Iowa Judicial Branch, Second Judicial District  
for the Operations and Reimbursement  
Associated with Providing Court Services in the non-county seat of Ames**

Pursuant to Iowa Code Section 602.6105(3)(b)(3), the City of Ames ("City") and the County of Story County ("County") have requested that the Chief Judge of the Second Judicial District ("Court") continue to hold court in the non-county seat of Ames, IA. Such court is to be held at the Ames City Hall building located at 515 Clark Avenue, Ames, IA. The parties agree that all prerequisites of Iowa Code Section 602.6105(3)(b)(1) and (2) have been met.

The purpose of this agreement is to document the cost to the Court for providing court services in the non-county seat of Ames, Iowa. The following terms comprise the agreement between the parties related to the operational and financial obligations of the parties:

- A. The City and County agree to reimburse the Second Judicial District for the following annual expenses that are incurred by the judicial branch for providing court services in the City of Ames:

**City Expenses:**

1. Copy machine – \$658.80
2. Copy machine maintenance - \$482.48
3. Two (2) Fax machines - \$230.57
4. Fax machine maintenance, will be billed to City as needed
5. Postage machine – \$254.40
6. Postage machine maintenance, will be billed to the City as needed
7. P.O. Box rental - \$180.00
8. Four (4) phone lines - \$2,218.08
9. Postage for shipping files between Ames/Nevada - \$2,500.00
10. Three (3) PCs and monitors - \$763.78
11. Laser printer - \$130.47
12. Network hardware - \$280.00
13. ICN circuit cost - \$1,536.00

**County Expenses:**

1. File stamp machine (repair or replace as needed)
2. Video Line for Jail Appearances, County to discontinue billing the Court for this service. Any existing funds for the Video Appearance line shall be kept and used for repairs and/or upgrades of this system.

**Other:**

1. In lieu of the postage machine and postage machine maintenance expenses listed above the City may process the Courts mail and bill the Court for the actual cost of the postage.
2. In lieu of postage costs for shipping court files between Ames and Nevada an arrangement with law enforcement may be made to transport the files back and forth.
3. In lieu of reimbursement of the 4 phones lines, the City can simply bill the Court for 4 fewer phone lines than they are currently billing for.
4. In lieu of the PO Box cost, the judicial branch could have their mail sent to the City's PO Box and the City could separate the Judicial Branch mail. The Clerk's office could then pick up the Judicial Branch mail once it is separated.

- B. The Court will submit to the City or County a quarterly invoice (January thru March, etc) for all reimbursable costs. The City or County agrees to reimburse the Court within thirty (30) days of receipt of the statement.
- C. The parties agree that the City's sole responsibility under this Agreement is to fund the magistrate court operations in Ames pursuant to Iowa Code Section 602.6105. The City shall have no supervision or authority over any Judicial Branch personnel. Any such supervision or authority remains under the express control of the Judicial Branch.
- D. This agreement shall be effective for the period of July 1, 2010 through June 30, 2011 and may be renewed for additional terms upon written agreement of the parties with updated provisions regarding reasonable increases and/or decreases in costs. If a new agreement is not in place at the time of the expiration of any agreement, the most current agreement shall be considered in full force and effect if the City and County continue to pay the Court for invoiced expenses. If a new agreement cannot be reached and the City or County discontinues paying for invoiced court services, the Chief Judge may cease all court services in the non-county seat location.
- E. Any party may terminate this agreement at anytime without cause with ninety (90) days written notice to the other parties. Upon termination of this agreement, possession of property shall become the property of the entity that purchased, leased, or rented the property. Termination by the City or County will result in court services ceasing in Ames.
- F. No separate legal or administrative entity is created by this agreement.
- G. The Chief Judge of the second judicial district shall be the administrator of this agreement; the administrative duties may be delegated to the court administrator.
- H. This document shall be filed electronically with the Secretary of State as per Chapter 28E, Code of Iowa.

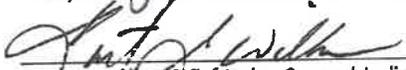
Signatures:

  
Ann H. Campbell, Mayor, City of Ames

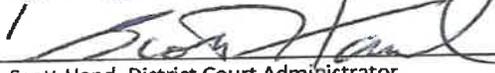
7-13-2010  
Date

  
Wayne Clinton, Chairman, Story County Supervisors

7-23-2010  
Date

  
Kurt L. Wilke, Chief Judge Second Judicial District

7/30/2010  
Date

  
Scott Hand, District Court Administrator

7-28-2010  
Date

Approved as to Form  
By \_\_\_\_\_  
Douglas R. Marek  
Ames City Attorney

## STORY COUNTY UTILITY PERMIT

To the Board of Supervisors, Story County, Iowa:

The Consumers Energy Company, incorporated under the laws of authorize to do business within the State of Iowa, with its principal place of business at 2074 242<sup>nd</sup> St, Marshalltown, IA 50158, does hereby make application requesting permission to occupy certain portions of public right-of-way and that the County Engineer be directed to establish the location of lines of transmission of electric on secondary route 220<sup>th</sup> St.  
From the north side of the road to the south a  
distance of 92.5 feet

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

1. The Permittee will file a plat setting out the location of proposed line on the secondary route and that the description of the proposed installation including type, height, and spacing of poles, maximum voltage, lengths of cross arms, minimum clearance and number of wires, type, size and capacity of underground cables, conduits, tile lines, and pipe lines, maximum working pressures for pipe lines carrying gas or flammable petroleum products are described as follows:

2. The installation shall meet the requirements of county, state, and federal laws, franchise rules, and of the Iowa State Commerce Commission Regulations and Directives, Utilities Division, the Iowa State Department of Health, and any other laws or regulations applicable.

3. The Permittee shall be fully responsible for any future adjustments of its facilities within the established highway right-of-way caused by highway construction or maintenance operations.

4. Story County assumes no responsibility for damages to the Permittee's property occasioned by any construction or maintenance operations on said highways.

5. The Permittee shall take all reasonable precautions during the construction and maintenance of said installation to protect and safeguard the lives and property of the traveling public and adjacent property owners.

6. The Permittee, and its contractors, shall carry on the construction or repair of the accommodated utility with serious regard to the safety of the public. Traffic protection shall be in accordance with Part VI of the current Iowa Department of Transportation Manual on Uniform Control Devices for Streets and Highways.

7. The Permittee shall be responsible for any damage resulting to said highways because of the construction operation, or maintenance of said utility, and shall reimburse Story County for any expenditure the County may have to make on said highways because of said permittee's utility having been constructed, operated, and maintained thereon.

8. The Permittee shall indemnify and save harmless Story County from any and all causes of action, suits at law or in equity, or losses, damages, claims, or demands, and from any and all

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

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

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

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

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

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

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

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

Date 7-8-25

Consumers Energy  
Name of Company (Applicant - Permittee)

  
by \_\_\_\_\_ Phone no. 641-485-4064

Recommended for Approval:

Date 7-9-25

  
County Engineer \_\_\_\_\_ Phone no. 515-382-7355

Approved:

Date 7-15-25

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

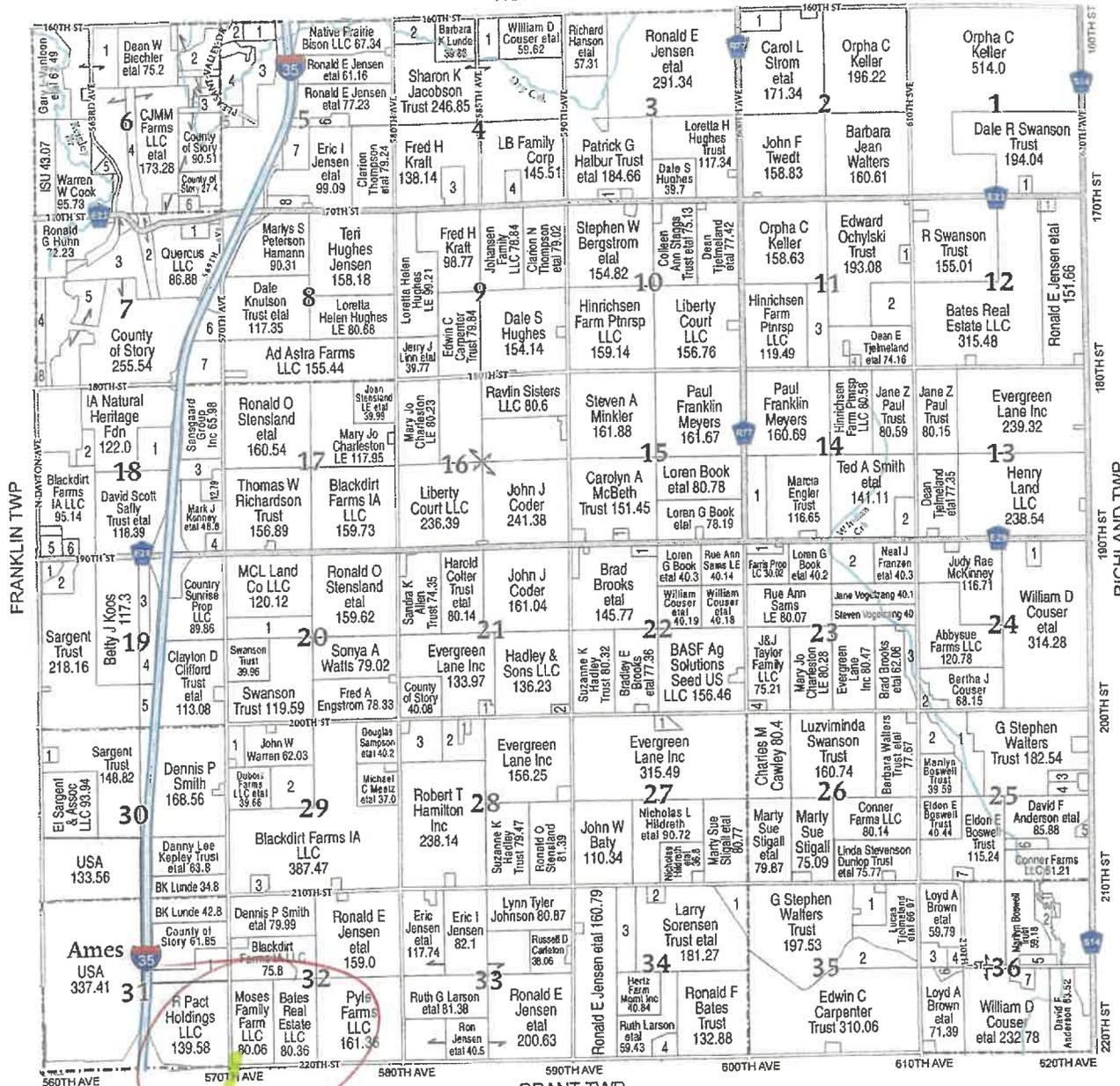
**Three (3) copies of this form will be required for each installation. A plat shall be attached to each copy submitted.**

T-84-N

# MILFORD PLAT

R-23-W

(Landowners)  
HOWARD TWP



## GRANT TWP

CONTINUED ON NEXT PAGE

MILFORD TOWNSHIP	
<b>SECTION 1</b>	
1 TRICKEY, CHAD ETAL	5.93
<b>SECTION 2</b>	
1 COUNTY OF STORY	20.03
<b>SECTION 3</b>	
1 LENZ, BRADLEY S ETAL	6.74
<b>SECTION 4</b>	
1 ANDERSON FAMILY TRUST	18.83
2 HAMMER, ROBERT L ETAL	22.31
3 BIGELOW, TROY TRAVIS	20.73
4 ANDERA, BLAKE ETAL	12.15
<b>SECTION 5</b>	
1 LARSON, BRENT ALLEN ETAL	12.49
2 WARREN HOLDINGS LLC	7.93

3 CUMMINGS, HARLAND MATH ETAL	39.62
4 ANTE ACRES LLC	27.43
5 COUNTY OF STORY	10.33
6 HEABERLIN, DENNIS ETAL	13.75
7 MEYERS, JOHN J ETAL	21.93
8 W&P FARM LLC	12.43
<b>SECTION 6</b>	
1 MESENBINK, LARRY H ETAL	82.37
2 WARREN, JAMES J	25.68
3 JARVIS, BRUCE K	16.83
4 USA	26.45
5 MOSS, VICTOR H ETAL	5.67
6 KOODIA, SHANNON ETAL	7.54
<b>SECTION 7</b>	
1 WRAGE, MARY ETAL	10.63
2 USA	24.03
3 UNDERWOOD FARMS LLC	51.06

4 KAYSER, CHRISTOPHER G ETAL	17.06
5 SAFLY TRUST, TODD C	60.43
6 KNUTSON TRUST, DALE ETAL	14.02
7 SANSSGAARD GROUP INC	31.54
8 JONES SR, STEVEN L ETAL	5.21
<b>SECTION 11</b>	
1 BORER, JEFFREY W ETAL	5.14
2 TJELMELAND, DEAN ETAL	39.91
3 TJELMELAND, DEAN E ETAL	40.06
4 TJELMELAND, LUCAS J	5.58
<b>SECTION 12</b>	
1 THOMPSON, MATTHEW R ETAL	5.09
<b>SECTION 14</b>	
1 BROOKS, BRAD ETAL	40.36
2 WEISS, STEVEN L	20.12

<b>SECTION 15</b>	
1 KILLIAN, MARY LEA	5
<b>SECTION 18</b>	
1 SAFLY TRUST, DAVID ETAL	30.45
2 TULLAMOHE GLEN PARK ASSN	11.77
3 OLINGER TRUST, LOWELL DEAN ETAL	12.24
4 US CELLULAR CORP	8.12
5 D&B HICKORY GROVE LLC	11.03
6 GAMMON, CAREY ETAL	5.9
<b>SECTION 19</b>	
1 COUNTY OF STORY	7.4
2 MARTY, NORMAN E ETAL	15.83
3 BR PROP LLC	18.71
4 BOSWELL TRUST, DAVID ETAL	25.98
5 EL SARGENT & ASSOC LLC	11.07

<b>SECTION 20</b>	
1 KCM FARMING INC	40
<b>SECTION 21</b>	
1 BERRY, STEVEN E	5.77
2 HADLEY, TIMOTHY R	5.05
<b>SECTION 22</b>	
1 IA CROP IMPROVEMENT ASSN	6.98
<b>SECTION 23</b>	
1 CORDRAY, JOSEPH C ETAL	9.14
2 LAMBERSON, PATRICIA C	40.36
3 VONBERHEN, JESSE ETAL	18.56
4 SCHWERTLEY, CHRISTOPHER I	5.11
<b>SECTION 24</b>	
1 RICHARDSON, JEREMY ETAL	8.81
2 HANNAPEL, LINDSAY ETAL	12.46

<b>SECTION 25</b>	
1 G STEPHEN WAITERS TRUST	182.54
2 DAVID F ANDERSON ETAL	85.88
3 CONNER FARMS LLC	51.21
4 ELDON E BOSWELL TRUST	115.24
5 ELDON E BOSWELL TRUST	39.58
6 ELDON E BOSWELL TRUST	40.44
7 LLOYD A BROWN ETAL	59.79
8 LLOYD A BROWN ETAL	71.39
9 WILLIAM D COUSER ETAL	232.78
10 DAVID E ANDERSON ETAL	61.52
11 MARY JO CHARLSTON TRUST	117.85
12 DEAN TJELMELAND ETAL	77.25
13 JANE Z PAUL TRUST	80.15
14 JANE Z PAUL TRUST	80.59
15 HINRICHS FARM INC	60.39
16 MARCIA ENGLER TRUST	116.65
17 TONIA A SMITH ETAL	141.11
18 LORREN G BOOK ETAL	78.19
19 LORREN G BOOK ETAL	80.78
20 PAUL FRANKLIN MEYERS	161.67
21 STEVEN A MINKLER	161.88
22 RAVIN SISTERS LLC	80.6
23 JOHN J CODER	241.38
24 CAROLYN A MCBETH TRUST	151.45
25 JOHN J CODER	161.04
26 HAROLD COLETT TRUST	80.14
27 RONALD O STENSLAND ETAL	159.62
28 MCL LAND CO LLC	120.12
29 CLAYTON D CLIFFORD TRUST	113.08
30 SARGENT TRUST	218.16
31 BETTY J KOOS	117.3
32 DAVID SCOTT SAFLY TRUST	118.59
33 BLACKDIRT FARMS IA LLC	95.14
34 DEAN W BLECHLER ETAL	76.2
35 WARREN W COOK	95.73
36 ISU	43.07



**MIDWEST**  
CUSTOM AG AVIATION\*

### Aerial Spraying, Seeding, and Fertilizing

Donny Hobbs, Location Manager  
Office: 641-791-3453 • Cell: 515-802-8909  
2201 Rusty Wallace Drive, PO Box 1324, Newton, IA 50208

## Installation of temporary electric service for JT Trucking

Consumers Energy plans on boring a 2-inch duct containing 240 electric cables for a temporary electric service for the job trailers. We will be boring from an existing power pole on the north side of E 13<sup>th</sup> St. under the road a minimum of 4 feet below the ditch. The bore will go through the ROW to a temporary meter pole located 270 feet south of the power pole. The wire will be removed when the service is no longer needed.

Alliant Energy has reviewed the plan and has no objection.

Century Link has reviewed the plan and has no objection.

Colo Telephone has reviewed the plan and has no objection.

City of Ames Utility Maintenance has reviewed the plan and has no objection.

Metro Fibernet has reviewed the plan and has no objection.



## STORY COUNTY UTILITY PERMIT

To the Board of Supervisors, Story County, Iowa:

The Consumers Energy Company, incorporated under the laws of Iowa, authorize to do business within the State of Iowa, with its principal place of business at 2074 242<sup>nd</sup> St, Marshalltown, IA 50158, does hereby make application requesting permission to occupy certain portions of public right-of-way and that the County Engineer be directed to establish the location of lines of transmission of electric on secondary route 220<sup>th</sup> St.  
From the north side of the road to the south a  
distance of 92.5 feet

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

1. The Permittee will file a plat setting out the location of proposed line on the secondary route and that the description of the proposed installation including type, height, and spacing of poles, maximum voltage, lengths of cross arms, minimum clearance and number of wires, type, size and capacity of underground cables, conduits, tile lines, and pipe lines, maximum working pressures for pipe lines carrying gas or flammable petroleum products are described as follows:

2. The installation shall meet the requirements of county, state, and federal laws, franchise rules, and of the Iowa State Commerce Commission Regulations and Directives, Utilities Division, the Iowa State Department of Health, and any other laws or regulations applicable.

3. The Permittee shall be fully responsible for any future adjustments of its facilities within the established highway right-of-way caused by highway construction or maintenance operations.

4. Story County assumes no responsibility for damages to the Permittee's property occasioned by any construction or maintenance operations on said highways.

5. The Permittee shall take all reasonable precautions during the construction and maintenance of said installation to protect and safeguard the lives and property of the traveling public and adjacent property owners.

6. The Permittee, and its contractors, shall carry on the construction or repair of the accommodated utility with serious regard to the safety of the public. Traffic protection shall be in accordance with Part VI of the current Iowa Department of Transportation Manual on Uniform Control Devices for Streets and Highways.

7. The Permittee shall be responsible for any damage resulting to said highways because of the construction operation, or maintenance of said utility, and shall reimburse Story County for any expenditure the County may have to make on said highways because of said permittee's utility having been constructed, operated, and maintained thereon.

8. The Permittee shall indemnify and save harmless Story County from any and all causes of action, suits at law or in equity, or losses, damages, claims, or demands, and from any and all

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

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

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

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

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

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

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

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

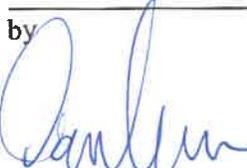
Date 7-8-25

Consumers Energy  
Name of Company (Applicant - Permittee)

 641-485-4064  
by \_\_\_\_\_ Phone no.

Recommended for Approval:

Date 7-9-25

 515-382-7355  
County Engineer Phone no.

Approved:

Date 7-15-25

  
Chair, Board of Supervisors  
Story County, Iowa

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



## Installation of new primary electric service for JT Trucking

Consumers Energy plans on boring 3 phase primary electric from the existing power pole on the north side of E 13<sup>th</sup> St. under the road a minimum of 4 feet below the ditch line. Once we enter the PUE on the south side of the ROW, we will head west in the PUE to where we are going to install a new 3-phase cabinet. We will then head west until we can enter the electric easement. We will then follow the electric easement to the south and then the west till we get to the location of the new 3-phase transformer.

Alliant Energy has reviewed the plan and has no objection.

Century Link has reviewed the plan and has no objection.

Colo Telephone has reviewed the plan and has no objection.

City of Ames Utility Maintenance has reviewed the plan and has no objection.

Metro Fibernet has reviewed the plan and has no objection.



DO NOT WRITE IN THE SPACE ABOVE, RESERVED FOR RECORDER  
Prepared by Michael D. Cox, Conservation Director, 56461 180<sup>th</sup> Street, Ames, Iowa 50010 515-232-2516

STORY COUNTY, IOWA  
RESOLUTION OF THE BOARD OF SUPERVISORS  
RESOLUTION NO. 26-04

TO ENTER INTO AN AGREEMENT TO PURCHASE THREE ACRES M/L IN SECTION 19 HOWARD TOWNSHIP OWNED BY STEVEN J SANDVOLD TRUST, AND AUTHORIZE THE SIGNATURE OF THE CHAIRMAN OF THE BOARD OF SUPERVISORS UPON THE OFFER TO BUY REAL ESTATE AND ACCEPTANCE AND ALL OTHER NECESSARY DOCUMENTATION NECESSARY TO EFFECTUATE THE PURCHASE

WHEREAS, the subject property is adjacent to a portion of the Skunk River Greenbelt, and ownership of the property would greatly assist the County in its efforts to permanently protect that natural resource and accommodate other conservation purposes.

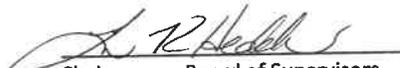
WHEREAS, on July 15, 2025, the Board of Supervisors of Story County, Iowa has reviewed the attached Offer to Buy Real Estate and Acceptance between Story County, Iowa and Steven J Sandvold Trust.

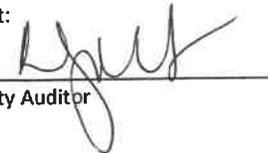
WHEREAS, the County finds that authorizing the Chairman of the Board to execute the Offer to Buy Real Estate and Acceptance is necessary to acquire the property and is in compliance with Iowa Code Chapters 350 and 331 and is therefore advisable.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the county shall enter into the attached Offer to Buy Real Estate and Acceptance for the purchase of property described above, and any other necessary documentation to complete the transfer.

IT IS FURTHER RESOLVED the Chairperson of the Board of Supervisors and the Clerk to the Board of Supervisors are authorized and they are hereby directed to certify a copy of this Resolution as the voluntary act and deed of the Board of Supervisors of Story County, Iowa.

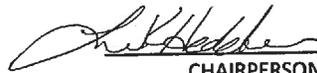
Dated this 15<sup>th</sup> day of JULY 2025.

  
Chairperson, Board of Supervisors

Attest:  
  
County Auditor

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

ALLOWED BY VOTE  
OF BOARD                      Yea 2 Nay 0 Absent 1

 Above tabulation made by   
CHAIRPERSON

## OFFER TO BUY REAL ESTATE AND ACCEPTANCE

TO: SANDVOLD, STEVEN J TRUST  
416 SW 3<sup>rd</sup> STREET  
ANKENY, IA 50023-8954

Story County, Iowa (the "BUYER") hereby offers to buy, and Steven J. Sandvold Trust (the "SELLER") by its acceptance agrees to sell, a portion of the real property situated <sup>South</sup> east of Cambridge, Iowa, locally known as: Parcel Identification Number 0219100350

Bare ground, approximately 3.0 acres with the following legal description to be confirmed by abstract of title (the "Property"),

The East One Half (E-1/2) of Lot Seven (7) in the Southwest Quarter (SW - 1/4) of the Northwest Quarter (NW - 1/4) of Section Nineteen (19) Township Eight-five (85) North Range Twenty-three (23) West of the 5<sup>th</sup> PM., Story County, Iowa, containing Three (3) Acres more or less (This tract of land is a wood tract. It is not suitable for farming purposes).

together with any easements and appurtenant servient estates, but subject to any reasonable easements of record for public utilities or roads, any zoning restrictions customary restrictive covenants and mineral reservations of record, if any, herein referred to as the "Property," upon the following terms and conditions provided BUYER, on possession, is permitted to use the Property for any lawful purpose.

1. PURCHASE PRICE. The Purchase Price shall be \$6,000.00 and the method of payment shall be as follows: Purchase price shall be paid in full on or before the 31<sup>st</sup> day of July, 2025 (the "Closing") with funds received from County General Fund of the Buyer.

2. REAL ESTATE TAXES. BUYER shall pay all taxes if any, currently due and payable for the Property and any unpaid real estate taxes payable in prior years. Buyer shall pay all subsequent real estate taxes for the Property.

3. POSSESSION AND CLOSING. If BUYER timely performs all obligations, possession of the Property shall be delivered to Buyer at Closing. This transaction shall be considered final upon the recording of the title transfer documents and receipt of all funds due at closing from BUYER under the Agreement.

4. CONDITION OF PROPERTY. The property as of the date of this Agreement, including buildings, grounds, and all improvements, will be preserved by the SELLERS in its present condition until possession, ordinary wear and tear excepted.

5. ABSTRACT AND TITLE. SELLERS, shall promptly obtain an abstract of title to the Property continued through the date of acceptance of this Agreement, and deliver it to BUYERS' attorney for examination. The BUYER shall pay the cost of the abstract preparation. The Abstract shall show marketable title in SELLER in conformity with this Agreement, Iowa law, and title standards of the Iowa State Bar Association. SELLER shall inform BUYER of any defects in title when known to SELLER. SELLER shall make every reasonable effort to cure any

defects noted in The Abstract of Title. If closing is delayed, due to a defect in title, BUYER and SELLER agree that either may serve the other with written notice of the intent to rescind the agreement. The abstract shall become the property of BUYER when the Purchase Price is paid in full. SELLER shall pay the costs of any additional abstracting and title work due to any act or omission of SELLER.

6. SURVEY. If a survey is required under Iowa Code Chapter 354, or city or county ordinances, BUYER shall pay the costs thereof. If the survey shows an encroachment on the Property or if any improvements located on the Property encroach on lands of others, the encroachments shall be treated as a title defect.

7. ENVIRONMENTAL MATTERS. SELLERS warrant to the best of its knowledge and belief that there are no abandoned wells, solid waste disposal sites, hazardous wastes or substances, or underground storage tanks located on the Property, the Property does not contain levels of radon gas, asbestos, or urea-formaldehyde foam insulation which require remediation under current governmental standards, and SELLERS have done nothing to contaminate the Property with hazardous wastes or substances. SELLERS shall also provide to BUYERS at Closing with a properly executed GROUNDWATER HAZARD STATEMENT showing no wells, private burial sites, solid waste disposal sites, private sewage disposal system, hazardous waste and underground storage tanks on the Property unless disclosed herein, or note that no such GROUNDWATER HAZARD STATEMENT exists on the Deed as required by Iowa law.

8. DEED. Upon payment of the Purchase Price, SELLERS shall convey the Property to BUYERS by warranty deed, free and clear of all liens, restrictions, and encumbrances except as provided in this Agreement. General warranties of the title shall extend to the time of delivery of the deed excepting liens and encumbrances suffered or permitted by BUYERS.

9. REMEDIES OF THE PARTIES. BUYER and SELLER are entitled to utilize any and all other remedies or actions at law or in equity available to them, including without limitation an action for specific performance and the prevailing parties shall be entitled to obtain judgment for costs and attorney fees.

10. GENERAL PROVISIONS. In the performance of each part of this Agreement, time shall be of the essence. Failure to promptly assert rights herein shall not, however, be a waiver of such rights or a waiver of any existing or subsequent default. This Agreement shall apply to and bind the successors in interest of the parties. This Agreement shall survive the closing. This Agreement contains the entire agreement of the parties and shall not be amended except by a written instrument duly signed by SELLERS and BUYERS. Paragraph headings are for convenience of reference and shall not limit or affect the meaning of this Agreement. Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender according to the context.

11. JOINDER BY SELLER'S SPOUSE. SELLER'S spouse, if not a title holder immediately preceding acceptance, executes this Agreement only for the purpose of relinquishing all rights of dower, homestead and distributive share or in compliance with Section 561.13 of the Code of Iowa and agrees to execute the deed or real estate contract for this purpose.

12. NO REAL ESTATE AGENT OR BROKER. Neither party has used the service of

a real estate agent or broker in connection with this transaction.

13. CERTIFICATION. Buyers and Sellers each certify that they are not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Each party hereby agrees to defend, indemnify and hold harmless the other party from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to any breach of the foregoing certification.

14. INSPECTION OF PRIVATE SEWAGE DISPOSAL SYSTEM. Seller represents and warrants to Buyer that the Property is not served by a private sewage disposal system, and there are no known private sewage disposal systems on the property.

15. ADDITIONAL PROVISIONS. Notwithstanding any other terms or provisions of this Agreement to the contrary, the following additional provisions shall be included in and form part of this Agreement of the parties:

(a) IOWA CODE SECTION 331. It is expressly acknowledged by the SELLER that BUYER shall have no obligation to close the transaction contemplated by this Agreement unless and until all its obligations expressed in Iowa Code Section §331 have been satisfied.

(b) CLOSING COSTS. BUYER agrees to pay all closing costs associated with this transaction, including, but not limited to abstract preparation, legal fees of SELLER (in an amount not to exceed \$2,000.00) and closing and recording costs.

ACCEPTANCE. When accepted, this Agreement shall become a binding contract. The signatures below indicate that the signatories are empowered to act on behalf of and legally bind their respective entities.

STEVEN J. SANDVOLD TRUST STORY COUNTY, IOWA

Signed by:  
By: Olivia F. Sandvold  
Olivia F. Sandvold, Trustee

By: Lisa Heddens  
Lisa Heddens, Chair – Story County  
Board of Supervisors  
900 – 6<sup>th</sup> Street, Nevada IA 50201

Dated: Jun 24, 2025

Dated: 7-15-25



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

Memorandum

To: Story County Board of Supervisors  
From: Michael D. Cox, Director  
Date: July 15, 2025  
Re: Consideration of Offer to Buy Real Estate and Acceptance for a Tract of Land in Section Nineteen of Howard Township.

The attached Offer to Buy Real Estate and Acceptance effectuates the County's purchase of approximately 3 acres of wooded property adjacent to the Skunk River Greenbelt in Section 19 of Howard Township. The property is owned by the Steven J Sandvold Trust. The 3 m/l acre property is bordered by the Greenbelt, and the river meanders through it. It consists of a riparian woodland. Protection of this tract will provide continuity in ownership and enable more effective resource management.

Funds are available in the Conservation Trust Fund.

The Conservation Board urges your approval of the attached Offer to Buy Real Estate and Acceptance.

  
Approval

\_\_\_\_\_  
Disapproval

7-15-25  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**APPROVED**

**DENIED**

Board Member Initials: JLN

Meeting Date: 7-15-23

Follow-up action: Bring back a

contract for review &  
consideration

June 10, 2025

Lisa Heddens  
900 6th St  
Nevada, IA 50201

Dear Lisa Heddens,

I am writing to inform you of an upcoming change starting July 1, 2025. As many of you are aware, the state has engaged in a realignment of the Iowa Department of Health and Human Services. This behavioral health services statewide plan will no longer include funding for ASAM level 3.7 which is our substance use detox/withdrawal management program. With this change in funding, citizens who do not have a funding source will be left to pay for the services out of pocket or they will go to the local emergency room for detox services, which is less cost effective and will decrease the number of hospital beds available for acute medical care.

Prior to the state's funding change in 2019 that added coverage for ASAM level 3.7 detox services, Community and Family Resources had several county contracts in place for citizens who had no funding source for necessary detox services. At that time, each county agreed to pay on a fee-for-service basis for citizens in need of detox services and those who were on court committals. I am proposing that we return to that fee-for-service platform starting July 1, 2025.

The current daily rate for detox (level 3.7) is set at \$450.00. Based on the data from last fiscal year, there were 7 Story County residents who had no funding source and stayed for a combined total of 20 days, for a total annual cost of \$9,000.00.

I would ask that you kindly consider providing care under a county contract for unfunded individuals from Story County starting July 1, 2025. One way that the county may consider paying for these services could be through the Opioid Settlement dollars. There are two areas in the settlement fund guidelines where detox/withdrawal management services would align with the approved uses:

- Core Strategies in Schedule A: Medication Assisted Treatment Distribution and Other Opioid Related Treatment
  - Number 4: Provide treatment and recovery support services such as residential and inpatient treatment, intensive outpatient treatment, outpatient therapy or counseling, and recovery housing that allow or integrate medication and with other support services.
- Approved Uses in Schedule B: Treat Opioid Use Disorder (OUD)

DENIED

APPROVED

- o Number 7: Support evidence-based withdrawal management services for people with OUD and any co-occurring mental health conditions.

Please let me know if we can collaborate to create an agreement that supports underserved and unfunded individuals in accessing essential services to treat substance use disorders, while also helping to preserve emergency room beds for patients requiring acute medical care that cannot be provided elsewhere. I can be reached at 515-576-7261 ext. 1226 or [michelled@cfrhelps.org](mailto:michelled@cfrhelps.org).

Kind Regards,

Michelle De La Riva, LMFT, CADC  
Executive Director  
Community and Family Resources

**RESOLUTION NO. 26-08**  
**FY25 FUND BALANCE RESOLUTION**

WHEREAS, it is desired to assign fiscal year ending fund balances for certain purposes, in accordance with the Governmental Accounting Standards Board (GASB) 54 instructions,

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Story County, Iowa, as follows:

**ASSIGNED:**

General fund balance for fiscal year ending June 30, 2025: \$355,581 ASSET carryovers; \$182,025 for CIP; \$374,774 for small community funding; \$1,240,977 for future capital projects for a total of \$2,153,356 in the general fund.  
 Inmate Commissary Fund: \$127,839.36  
 County Attorney Fine Collection Fund: \$112,408.32  
 Conservation Acquisition & Capital Projects Fund: \$1,211,102.96

**RESTRICTED:**

General Fund –LATCF Funds: \$100,000  
 Genera Sub-Fund -MHDS: \$4,489.86  
 General Sub-fund -ARPA: \$3,291,254.65  
 General Supplemental Fund: \$2,479,324.76  
 Rural Services Fund: \$1,953,468.75 - \$629,764. LOST Assigned  
 TIF Fund: \$41,395.04  
 Urban Renewal Projects Fund: \$2,414.94  
 LG Opioid Abatement Fund: \$933,149.63  
 Secondary Roads Fund: \$7,365,894.15  
 Special Law Enforcement Fund: \$145,372.12  
 REAP Fund: \$152,761.83  
 Recorder’s Records Management: \$55,336.98  
 Debt Service Fund: \$117,286.92  
 Capital Projects Fund: \$1,000,938.99  
 Capital Projects – TIF Fund: \$561,900.35  
 Sheriff Reserve Officers Fund: \$29,819.26  
 Friends of Conservation: \$1,202,604.18  
 Friends of Animals: \$136,509.36

**COMMITTED:**

General Fund: \$406,050.27

Approved this 15<sup>th</sup> day of July, 2025

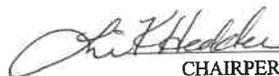
  
 Chairperson, Board of Supervisors

Attest:   
 County Auditor

ROLL CALL  
 FOR ALLOWANCE

Lisa Heddens	Yea <input checked="" type="checkbox"/>	Nay	Absent
Latifah Faisal	Yea	Nay	Absent <input checked="" type="checkbox"/>
Linda Murken	Yea <input checked="" type="checkbox"/>	Nay	Absent

ALLOWED BY VOTE  
 OF BOARD      Yea 2    Nay 0    Absent 1

 Above tabulation made by   
 CHAIRPERSON

**RESOLUTION NO. 26-09**

**UN-COMMITMENT OF FUND BALANCE**

WHEREAS Resolution No 17-36 committed funds intended to offset conservation impacts to Story County, and

WHEREAS Resolution No 19-23 un-committed funds, and

WHEREAS Resolution No 19-69 un-committed funds, and

WHEREAS Resolution No 20-08 un-committed funds, and

WHEREAS Resolution No 20-84 un-committed funds, and

WHEREAS Resolution No 20-110 un-committed funds, and

WHEREAS Resolution No 21-81 un-committed funds, and

WHEREAS Resolution No 22-01 un-committed funds, and

WHEREAS Resolution No 23-03 un-committed funds, and

WHEREAS Resolution No 24-04 un-committed funds, and

WHEREAS Resolution No 25-03 un-committed funds, and

WHEREAS the Story County Conservation Board and the Story County Board of Supervisors have identified projects/purchases that qualify, and

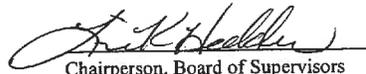
WHEREAS, it is desired to un-commit an amount for use of fund balances for certain purposes, in accordance with the Governmental Accounting Standards Board (GASB) 54 instructions,

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Story County, Iowa, as follows:

UN-COMMIT:  
General funds in the amount of \$213,850 shall be un-committed for HOINT Ph3/3B and Osheim payment.

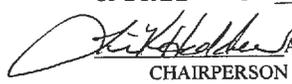
Approved this 15th day of July, 2025

Attest:   
County Auditor

  
Chairperson, Board of Supervisors

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

ALLOWED BY VOTE  
OF BOARD    Yea 2 Nay 0 Absent 1

 Above tabulation made by B  
CHAIRPERSON



July 8, 2025

Darren Moon  
Story County Engineer  
837 N Avenue  
Nevada, IA 50201

Dear Darren,

Thank you for the opportunity to present you with this proposal for design and construction services for the planned Secondary Road Maintenance Building Expansion in Nevada. We look forward to continuing the work we started assisting with schematic design for the project. The scope of the current project as we understand it is as follows:

- Current schematic plan is attached for reference
- Review and confirm current program needs of the developed plan
- Update current schematic plan reflecting county review
- Anticipated construction budget based on current schematic plan is ~\$1,300,000
- RMH will provide full architectural and engineering drawings for competitive bidding purposes
- RMH will provide updated cost opinions of modified scheme
- RMH and our consultants will provide construction administration services for the project

Based on the above and our attached Outline of Services, we would propose our fee be as follows:

**Design & Bidding Phase**

▪ <b>Architectural</b>	<b>\$ 44,550</b>	(\$5,500 included in SD Fee Proposal)
▪ <b>Structural Engineer</b>	<b>\$ 6,700</b>	
▪ <b>MEP Engineer</b>	<b>\$ 15,860</b>	(\$2,500 included in SD Fee Proposal)
▪ <b>Civil Engineer</b>	<b>\$ 17,820</b>	
▪ <b>Cost Consultant</b>	<b>\$ 8,500</b>	(\$2,500 included in SD Fee Proposal)
<b>Design Services Total</b>	<b>\$ 93,430</b>	(\$10,500 included in SD Fee Proposal)

**Construction Services (To be executed when project moves into construction phase only)**

▪ <b>Architectural</b>	<b>\$ 4,950</b>
▪ <b>Structural Engineer</b>	<b>\$ 1,880</b>
▪ <b>MEP Engineer</b>	<b>\$ 3,940</b>
▪ <b>Civil Engineer</b>	<b>\$ 1,980</b>
<b>Const Admin Services Total</b>	<b>\$ 12,750</b>



We plan to utilize the following consulting engineers for the project and have included their fee proposals above:

Civil Engineering	Bolton & Menk, Ames
Structural Engineering	Tometch Engineering, Urbandale
Mechanical Engineering	Brewer Engineering, Bondurant

The following services are not included in the above fees but can be included as reimbursable services if desired:

- Site Survey
- Geo-Technical Report (Soil Borings to verify bearing capacity)

Standard reimbursable expenses would consist of:

- In-house large format printing
- Construction document printing and distribution
- Application and Plan review fees

Project fees will be billed monthly based on the percentage of work completed.

RMH will not initiate any services that would be subject to additional fees without prior approval of Story County.

We truly appreciate the opportunity to work with you and believe the results of our joint effort will satisfy your needs in a successful and creative manner. If the foregoing meets with your approval, please sign below and return one executed copy of this agreement as our authorization to proceed with the work.

If you have any questions, please feel free to call. We look forward to hearing from you.

Thank you.

Sincerely,

Jeffrey S Harris AIA, LEED AP  
Principal

Approved by:

 7-15-25  
Board of Supervisors Date

Recommended for approval by:

 7-9-25  
Darren R. Moon, P.E. Date



Outline of Services  
Story County Secondary Roads  
Building Addition

### **Phase 1 – Partially Completed**

#### **Schematic Design Phase**

- Meet with Story County staff to discuss and confirm basic building space program, site requirements and goals and review initial schematic concept
- Develop schematic site and building design options for review with Owner
- Meet with City of Nevada staff to review schematic site plan and discuss Planning and Zoning requirements
- Revise existing schematic designs as discussed
- Meet with Story County staff as necessary to evaluate revised schematic designs and determine appropriate direction
- Meet with Story County staff to evaluate final schematic design

### **Phase 2**

#### **Design Development Task**

- Develop and refine schematic design solution
- Prepare preliminary interior material selections for review by Story County staff
- Provide documents to identify proposed architectural and structural systems and how they coordinate with mechanical, electrical and special systems
- Meet with Story County staff to evaluate design development documents

#### **Construction Document Task**

- Prepare detailed documents for pricing and construction
- Certified Civil Engineering Plans
  - Detailed site plans
  - Detailed utility plans
  - All City of Nevada permitting documents
- Certified Architectural Plans
  - Detailed floor, ceiling and roof plans
  - Detailed exterior building elevations
  - Detailed wall sections and details for exterior enclosure



- Door schedules and details to determine egress and fire rated assemblies
- Finish schedules and details
- Interior finish material selections
- Casework plans and elevations
  
- Certified Structural Plans
  - Footing and foundation plans
  - Framing plans and details for non-PEMB building components
  
- Certified Mechanical, Electrical and Plumbing plans
  - Detailed HVAC plans
  - Detailed piping plans
  - Detailed exhaust plans
  - Detailed electrical plan
  - All fixture schedules
  
- Certified project manuals which include general construction requirements and technical specifications
- Drawings required for application to City of Nevada for plan review and approval including code modification requests if required
- Meet with Story County staff to review construction documents prior to issue for pricing

#### **Construction Bidding Task**

- Distribute construction documents to Bidders
- Conduct Pre-Bid meeting to review project with Bidders
- Review contractor inquiries regarding documents and issue addenda as appropriate
- Participate in Bid Opening with Story County staff

### **Phase 3**

#### **Construction Phase**

- Conduct Pre-Construction meeting to review project with Story County staff and selected contractors and their personnel
- Review contractor submittals, shop drawings and schedules
- Process requests for information, proposal requests and other documents
- Attend construction progress meetings as requested and observe project progress for general conformance to construction documents
- Review and process contractor Applications for Payment
- Conduct project walkthrough at contractor notice of Substantial Completion and prepare Punch List of outstanding items to be resolved
- Review contractor record documents and Operation and Maintenance manuals and turn over to Story County
- Participate in one year review of completed project to verify any warranty items that exist and report to Story County

**RMH**  
 ARCHITECTS  
 1818 Golden Aspen Drive  
 Suite 110  
 Ames, Iowa 50010  
 515 292 8278 Phone  
 515 292 8770 Fax  
 rml@rmharchitects.com  
 www.rmharchitects.com

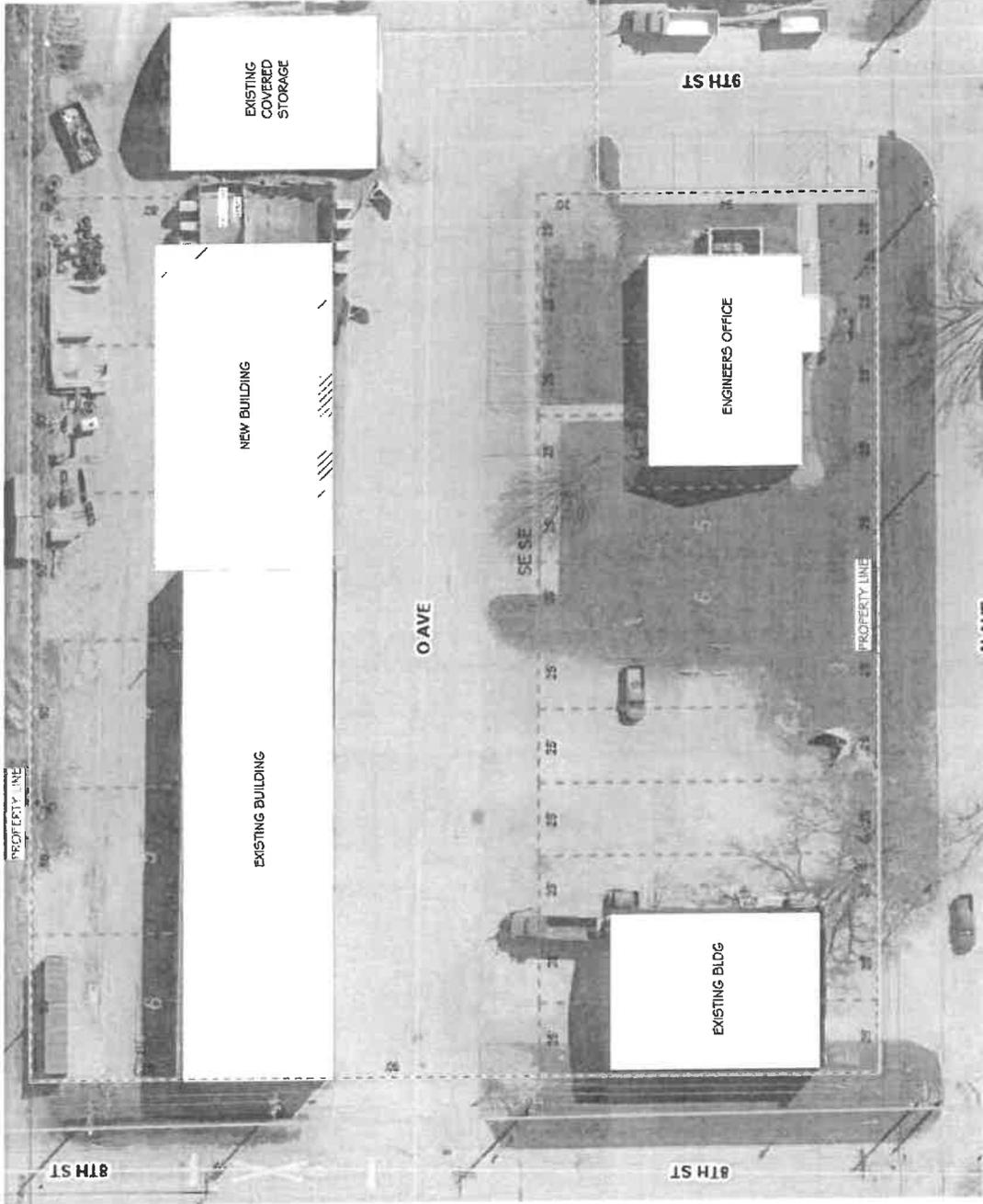
Project Number:  
 2008  
 Project Location:  
 0825W  
 County:  
 008

PRELIMINARY ONLY  
 NOT FOR CONSTRUCTION

ECOSYSTEM POLICE JUNCTION  
 8371 Ave. Ames, IA 50021

Site Plan

A1.0



1 SITE PLAN  
 1/4" = 1'-0" MF

Sheet Number:  
 2020

DATE: 01/14/20

Project Name:  
 RMH 01

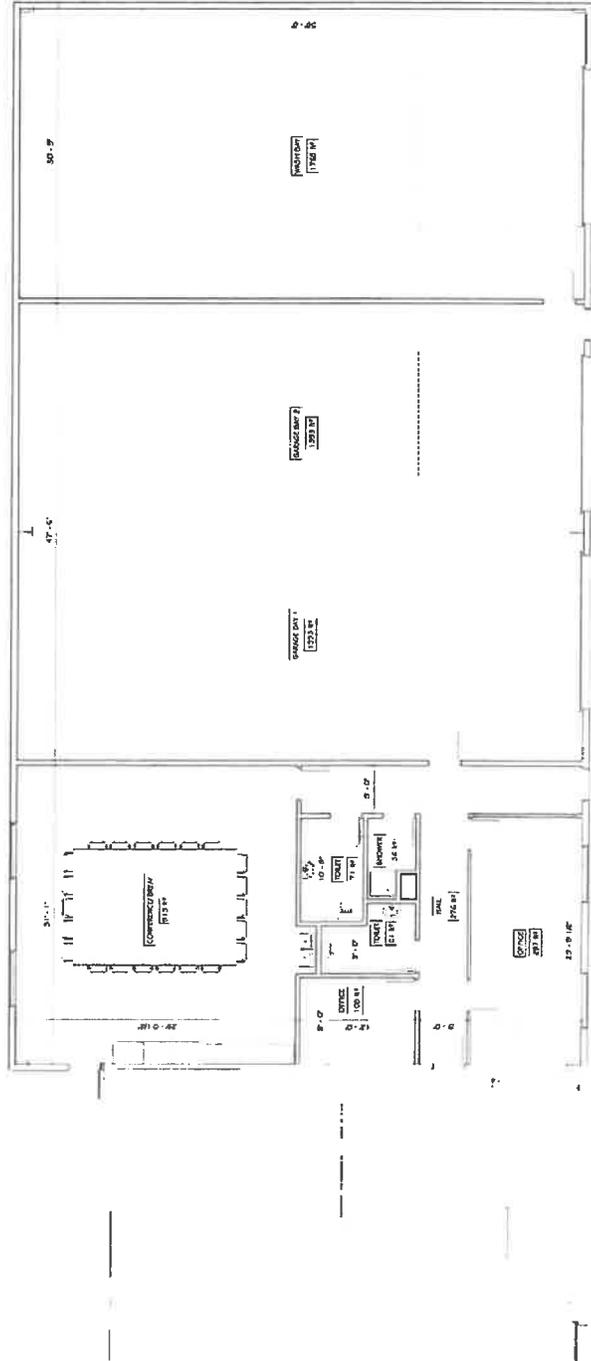
Revision:  
 01

Prepared by:  
 RMH

PRELIMINARY ONLY  
 NOT FOR CONSTRUCTION

SECONDARY ROAD ADDITION  
 8777 Ave. Nevada, IA 50220

FIRST FLOOR NEW WORK



FIRST FLOOR NEW WORK  
 1/8" = 1'-0"

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

Prepared by Leanne Harter, Story County Planning & Development, 900 6<sup>th</sup> St., Nevada, Iowa 50201 515-382-7245  
Return to Planning & Development

**STORY COUNTY IOWA  
RESOLUTION OF THE BOARD OF SUPERVISORS  
RESOLUTION #26-11**

WHEREAS, there has been submitted to the Board of Supervisors of Story County, Iowa, a copy of a petition for voluntary annexation into the City of Ames; and

WHEREAS, said annexation petition includes approximately 36.87 gross acres comprised of one parcel located in Section 22, Washington Township, Story County, Iowa, in the unincorporated area of Story County, owned by the Iowa State University Research Park as shown on Attachment A; and

WHEREAS, said annexation petition contains approximately 92% of the proposed annexation; and

WHEREAS, as part of the proposed annexation, the City of Ames proposes to annex non-consenting property as allowed under Section 368.7(a) of the *Code of Iowa*, with such parcel containing 3.17 gross acres, approximately 9% of the annexation area, located at 4140 530th Avenue, Ames owned by Clark, Kyle W & Rendee R, Contract Holders, Wright, Steven C & Joyce M, deed holders; and

WHEREAS, the proposed annexation includes 1.0 acres of road right-of-way in Section 22 Washington Township as shown on Attachment A; and

WHEREAS, the subject property is adjacent to the existing corporate limits of the City of Ames and designated as Urban Expansion Area and Natural Resource Areas on the Cornerstone to Capstone (C2C) Comprehensive Plan Future Land Use Map; and

WHEREAS, a consultation on the proposed annexation was held on June 5, 2025, where the Story County Board of Supervisors were invited; and

WHEREAS, it appears that all conditions and requirements prescribed by Chapter 368, City Development, Code of Iowa, have been complied with and met;

AND WHEREAS, it is the opinion of the Board of Supervisors of Story County, Iowa, that it is advisable and in the best interests of Story County, Iowa, and all persons concerned, that the Board of Supervisors support the proposed annexation.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Story County, Iowa, support the annexation of land hereinafter described and shown on Attachment A into the City of Ames.

IT IS FURTHER RESOLVED that the Chair of the Board of Supervisors and the County Auditor are authorized and they are hereby directed to certify a copy of this Resolution to be forwarded to the City Clerk of the City of Ames, Iowa.

Dated this 15<sup>th</sup> day of July 2025.

  
Chairperson, Board of Supervisors

Attest:

  
County Auditor

ROLL CALL  
FOR ALLOWANCE

Latifah Faisal	Yea	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>
Lisa Heddens	Yea	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Linda Murken	Yea	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>

ALLOWED BY  
VOTE OF BOARD

Yea 2 Nay 0 Absent 1

  
CHAIRPERSON Above tabulation made by 

ATTACHMENT A



May 29, 2025

Story County Board of Supervisors  
900 Sixth Street  
Nevada, IA 50201

Washington Township Trustee Kim  
Christiansen  
2985 South Dakota Avenue  
Ames, IA 50014

Washington Township Clerk Pamela Iasevoli  
3108 South Dakota Avenue  
Ames, IA 50014

Washington Township Trustee Robert Finch  
26949 550th Avenue  
Ames, IA 50010

Washington Township Trustee Kevin S.  
Winchell  
50639 280th Street  
Kelley, IA 50134

RE: Consultation on Annexation to the City of Ames for properties located in Washington Township, Story County, Iowa.

Dear Story County Supervisors and Washington Township Clerk and Trustees:

The City of Ames has received an annexation petition from the Iowa State Research Park for their property along University Boulevard/S 530th Avenue, abutting the City's southern corporate limits. The property totals 36.87 gross acres.

To create more uniform boundaries, the annexation is also proposed to include one nonconsenting property and be initiated using the 80/20 rule. The nonconsenting property is 3.17 gross acres, is located at 4140 530TH AVE, Ames and is owned by Clark, Kyle W & Rendee R, Contract Holders, Wright, Steven C & Joyce M, deed holders. The property owned by the nonconsenting owner comprises 9.0 percent of the total territory proposed for annexation.

I am enclosing the annexation petition from the landowners with their initial annexation plat, the annexation plat and a legal description of the territory, and an annexation area map.

**The City of Ames invites you to a consultation meeting for the annexation of territory on Thursday, June 5, 2025, at 2:00 p.m. in room 235 in City Hall, 515 Clark Avenue, Ames.**



The purpose of the consultation is to identify any issues that might be of concern and for you to provide any relevant information. Within seven business days following the consultation, the Supervisors and Trustees may make written recommendations for modification to the proposed annexation. Within 30 days of the consultation, the Supervisors shall pass a resolution stating whether or not it supports the application or whether it takes no position in support of or against the application. Code of Iowa Section 368.7(b) describes the roles of the Trustees and Supervisors related to annexations.

Code of Iowa Section 368.7(1)(b)(1) allows for the Board and Trustees to attend as a whole or to designate one of its own members as a representative to attend. I have been designated by the Ames City Council to serve as their representative to this meeting.

Please contact me by June 3, 2025, to let me know if you plan to participate in the consultation. I can be reached at [amelia.schoeneman@cityofames.com](mailto:amelia.schoeneman@cityofames.com) or 515-239-5443.

Sincerely,

Amelia Schoeneman  
Planner

cc:

Renee Hall, City Clerk (without attachments)  
Mark Lambert, City Attorney (without attachments)  
Leanne Harter, Story County

Enclosure



RECEIVED  
JAN 25 2025  
CITY OF AMES IA  
DEPT. OF PLANNING & HOUSING

# Voluntary Annexation Petition Application Form

(This form must be filled out completely before your application will be accepted.)

1. **Property Address and Parcel ID** for this Voluntary Annexation or a Description of the General Location if an Address has not been assigned: PID 0922300105  
Land surrounding parcel at 4140 530th Avenue

2. **Legal Description** (attach, if lengthy): NW1/4, SW1/4 Sec. 22-83-24, except  
Parcel B therein

3. **Description of Desired Use** of the property upon annexation: Commercial development

4. **Property Owner:** Iowa State University Research Park

Business Name: \_\_\_\_\_

Address: 1805 Collaboration Place Ames, IA 50010  
(Street) (City) (State) (Zip)

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

**\*Attach separate sheets for each Property Owner and Legal Description\***

5. **Applicant:** Property Owner

Business Name: Iowa State Research Park

Address: 1805 Collaboration Place Ames IA 50010  
(Street) (City) (State) (Zip)

Phone Number: 515- \_\_\_\_\_ E-mail: \_\_\_\_\_

6. **Contact Person:** Eric Thompson

Business Name: Strand Associates, Inc.

Effective Date: January 2, 2025

Address: 414 S. 17th Street, Ste 107 Ames, IA 50010  
(Street) (City) (State) (Zip)

Phone Number: 515-233-0000 E-mail: eric.thompson@strand.com

### Signature Page

*I (We) certify that I (we) am (are) familiar with applicable state and local codes and ordinances, the procedural requirements of the City of Ames and have submitted all the required information.*

Legal Description: NW 1/4, SW 1/4 Sec 22-83-24, except Parcel B therein

\_\_\_\_\_

Signed by: [Signature] Date: 4.24.2025  
Property Owner(s)\*

RICK SANDERS

Print Name(s)

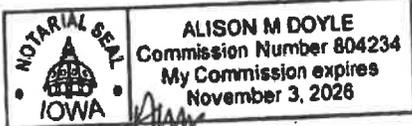
*Note: No other signature may be substituted for the Property Owner's Signature.*

State of Iowa

County of Story

Signed and sworn to (or affirmed) before me on April 24, 20 25

by ALISON M DOYLE (name of person(s))



[Signature]

(signature of Notary Public)

[Notary seal here]

**Please attach additional Signature Pages for the notarized signature of all consenting Property Owner and Contract Buyer (if any). Original signatures for all consenting Property Owners and Contract Buyers (if any) must accompany this application.**

\* If a limited liability corporation, association, trust, non-profit organization, or any other legal entity owns the property proposed for voluntary annexation, an agent or agents responsible for the affairs of the legal entity must sign the application as the property owner(s). It must be noted that the assignee(s) is (are) acting on behalf of the legal entity. In addition, documentation, such as incorporation documents, must be included that show the assignee's (assignees') authority to act on behalf of the legal entity. If the property owner is a religious institution, a written explanation must be provided on the institution's letterhead that the person(s) signing the application can act on behalf of the institution. One or more established leaders of the religious congregation must also attest to the letter.

BYLAWS  
OF  
IOWA STATE UNIVERSITY RESEARCH PARK  
(an Iowa Nonprofit Corporation)

ARTICLE I

OFFICES

Section 1. Principal Office in Iowa. The principal office of Iowa State University Research Park (hereinafter called the "Corporation") in the State of Iowa shall be located at Ames, Story County, Iowa.

Section 2. Registered Office. The registered office of the Corporation is located at Ames, Story County, Iowa.

Section 3. Other Offices. The Corporation may have other offices at such other place or places, either within or without the State of Iowa, as the Board of Directors may from time to time determine, or as shall be necessary or appropriate for the conduct of the affairs of the Corporation.

ARTICLE II

BOARD OF DIRECTORS

Section 1. General Powers. The affairs and management of this Corporation, including the control and distribution of its property and funds, are vested in the Board of Directors. All powers of this Corporation, including the power to adopt Bylaws and amend and alter the same, are vested in the Board of Directors.

Section 2. Number, Term of Office and Qualifications. The number of directors shall be not less than four (4) nor more than twenty (20). The number of directors may be changed by the Board of Directors at any annual or special meeting called for that purpose. No decrease in number shall have the effect of shortening the term of any incumbent director. In case the Board of Directors fail to fix the number of directors, the number actually elected shall be deemed to be the number of directors so fixed. The Board shall consist of directors named by Iowa State University (hereafter "ISU") and by the Iowa State University Foundation (hereafter "Foundation") as set forth in Section 3 of this Article.

Section 3. Appointment of Directors. Appointment of directors shall be made so that one-half (1/2) of the total number of directors shall have been appointed by the President of ISU and one-half (1/2) by the President of the Foundation. Each director shall hold office for the length of time appointed thereto, with the maximum appointment being a three (3) year term, and until his/her successor is appointed and qualified, or until his/her death or until he/she shall resign. A director may serve more than one term.

Section 4. Quorum and Manner of Acting. Except as provided in Article VI, a majority of the number of directors fixed by Section 2 of this Article II shall constitute a quorum for the transaction of business; but if at any meeting of the Board of Directors there be less than a quorum present, a majority of the directors may adjourn the meeting, from time to time, until a quorum shall be present. Notice of any adjourned meeting need not be given. At all meetings of directors, a quorum being present, the act of the majority of the directors present at the meeting shall be the act of the Board of Directors, unless the act of a greater number is required by law, the Articles of Incorporation or these Bylaws. No director shall vote by proxy.

Section 5. Resignation. Any director of the Corporation may resign at any time by giving written notice to the Board of Directors, President or to the Vice-President of the Corporation. The resignation of any director shall take effect upon receipt of notice thereof or at such later date as shall be specified in such notice; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective

Section 6. Vacancies. Any vacancy occurring in the Board of Directors through death or resignation shall be filled by ISU or by the Foundation, whichever entity was responsible for the appointment of the person in the position being vacated. A director so appointed to fill a vacancy shall be appointed for the unexpired term of his/her predecessor in office and until the appointment of his/her successor. Appointees hereunder shall be selected by ISU or the Foundation, as the case may be, subject to Section 3 of this Article II.

Section 7. Number of Directors Increased. In case the initial number of directors be increased by amendment to these Bylaws, the directorships to be filled by reason thereof shall be filled in accordance with Section 3 of the Article above. Any director so appointed shall serve until the appointment of his/her successor becomes effective, pursuant to Section 3 of this Article II.

Section 8. Place of Meetings, etc. Except as provided in Section 9 of this Article, the Board of Directors may hold its meetings and keep the books and records of the Corporation at such place or places, within the State of Iowa, as the Board may from time to time determine.

Section 9. Annual and Regular Meetings. The annual meeting of the Board of Directors shall be held in each year between September 1 and December 31<sup>st</sup>. The Board of Directors, from time to time, may provide for the holding of other regular meetings of the Board of Directors and fix the time and place (which may be within or outside of the State of Iowa) thereof. Notice of regular meetings shall not be required to be given; provided, however, that in case the Board of Directors shall fix or change the time or place of regular meetings, notice of

such action shall be mailed promptly to each director who shall not be present at the meeting at which such action was taken, addressed to him/her at his/her residence or usual place of business.

Section 10. Special Meetings; Notice. Special meetings of the Board of Directors shall be held whenever called by one of the directors at such time and at the office of the corporation (which may be within or outside of the State of Iowa) as may be specified in the respective notices or waivers of notices thereof. Notice of each special meeting shall be mailed to each director addressed to him/her at his/her residence or usual place of business at least five (5) days before the date on which the meeting is to be held, or shall be sent to him/her at such place by fax or email or shall be delivered to him/her personally, at least three (3) days before the date on which the meeting is to be held. Notice of any special meeting shall not be required to be given to any director who shall waive notice of such meeting in writing or by fax or email, whether before or after the time of such meeting; and any such meeting shall be a legal meeting without any notice thereof having been given if all the directors shall be present thereat.

Section 11. Order of Business.

(a) At meetings of the Board of Directors, business shall be transacted in such order as the Board of Directors, from time to time, may determine by resolution.

(b) At all meetings of the Board, the Chairperson, or in his/her absence the Vice-Chairperson, or in the absence of the Chairperson and Vice-Chairperson, the director with the most seniority shall preside.

Section 12. Committees. The Board of Directors by resolution adopted by the affirmative vote of a majority of the number of directors fixed by Section 2 of this Article III, may establish one or more committees, including an Executive Committee, each committee to consist of two (2) or more directors elected by the Board of Directors. The Executive Committee shall be comprised of the Committee Chairs, Board of Director Officers, the university-designated liaison, and the immediate past-chair. Any such committee shall serve at the will of the Board of Directors. Each such committee shall have the powers and duties delegated to it by the Board of Directors. The Board of Directors may elect one or more of its members as alternate members of any such committee who may take the place of any absent member or members at any meeting of such committee upon request by the President, or upon request by the directors, from time to time, may determine by resolution.

ARTICLE III

OFFICERS

Section 1. Number. The officers of the Corporation shall be a Chairperson, a Vice-Chairperson, a President, a Secretary and a Treasurer and such other officers as may be appointed in accordance with the provisions of this Article. Two or more offices, except those of

Chairperson and Vice-Chairperson, and President may be filled by the same person. In its discretion, the Board of Directors, by a vote of a majority thereof, may leave unfilled for any such period as it may fix, any office except those of President, Treasurer and Secretary.

Section 2. Election, Term of Office and Qualification. The officers of the Corporation shall be elected for a two-year term by the Board of Directors at an annual meeting. Each such officer shall hold office until his/her successor shall have been duly chosen and shall qualify or until his/her death or until he/she shall resign. The Board of Directors shall elect a Chairperson from among its members, none of the officers other than the Chairperson need be directors. In the event the President is not a director, he/she or she shall serve as an ex-officio, non-voting member of the Board of Directors.

Section 3. Subordinate Officers and Agents. The Board of Directors may appoint such other officers or agents as it may deem necessary or advisable, from time to time, to hold office for such period, have such authority to perform such duties as the Board of Directors, from time to time, may determine. The Board of Directors may delegate to any officer or agent the power to appoint any such subordinate officers or agents and to prescribe their respective terms of office, authorities and duties.

Section 4. Removal. The officers specifically designated in Section 1 of this Article III may be removed, either for or without cause, at any special meeting of the Board of Directors, by the vote of a majority of the whole Board of Directors. The officers and agents appointed in accordance with the provisions of this Article III may be removed, either for or without cause at any meeting of the Board of Directors, by a vote of a majority of the directors present at such meeting, or by any superior officer or agent upon whom such power of removal shall have been conferred by the Board of Directors.

Section 5. Resignations. Any officer may resign at any time by giving written notice of such resignation to the Board of Directors, and to the President. Any such resignation shall take effect upon receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 6. Vacancies. A vacancy in any office by reason of death, resignation, removal, disqualification or any other cause shall be filled by the Board of Directors.

Section 7. Chairperson. The Chairperson of the Board shall preside at all meetings of the Board at which he/she may be present, and shall have other powers and duties as the Board of Directors may call upon him/her to perform.

Section 8. Vice Chairperson. The Vice Chairperson shall, in the absence of the Chairperson, preside at all meetings of the Board at which he/she may be present, and shall have other powers and duties as the Board of Directors may call upon him/her to perform.

Section 9. President. The President shall be the chief executive officer of the Corporation and, subject to the control of the Board of Directors as defined in the Memorandum

of Agreement between Iowa State University Research Park Corporation and Iowa State University. He/she shall have general and complete management and supervision of the operations of the Corporation, to retain and discharge all employees, and generally to manage and supervise the operations of the Corporation, including the investment of the corporate funds and properties. In general, he/she shall perform all duties incident to the office of President and see that all orders and resolutions of the Board of Directors are carried into effect. From time to time, he/she shall report to the Board of Directors all matters within his/her knowledge which the interests of the Corporation may require to be brought to their notice. He/She shall have authority to sign, execute and acknowledge all contracts, checks, deeds, mortgages, bonds, leases or other obligations on behalf of the Corporation as he/she may deem necessary or proper to be executed in the course of the Corporation's regular business, or which shall be authorized by the Board of Directors. He/She may sign in the name of the Corporation those reports and all other documents or instruments which are necessary or proper to be executed in the course of the Corporation's business. He/She shall perform such other duties as are given to him/her by these Bylaws or as may be assigned to him/her, from time to time, by the Board of Directors.

Section 10. Secretary. The Secretary shall:

- (a) record all the proceedings of the meetings of the Board of Directors in a book to be kept for that purpose;
- (b) cause all notices to be duly given in accordance with the provisions of these Bylaws and as required by statute;
- (c) be custodian of the records and of the seal of the Corporation, if there be one, and cause such seal to be affixed to all instruments, the execution of which on behalf of the Corporation, under its seal, shall have been duly authorized under these Bylaws;
- (d) see that the books, reports, statements and other documents and records required by statute are properly kept and filed;
- (e) in general, perform all duties incident to the office of Secretary and such other duties as are given to him/her by these Bylaws or as may be assigned to him/her, from time to time, by the Board of Directors or the President.

Section 11. Treasurer. The Treasurer shall:

- (a) have charge of and supervision over and be responsible for the funds, securities, receipts and disbursements of the Corporation;
- (b) cause the money and other valuable effects of the Corporation to be deposited in the name and to the credit of the Corporation in such banks or trust companies or with such bankers or other depositories as shall be selected in

accordance with Section 5 of Article IV of these Bylaws or to be otherwise dealt with in such a manner as the Board of Directors may direct;

(c) cause the funds of the Corporation to be disbursed by checks or drafts upon the authorized depositories of the Corporation, and cause to be taken and preserved proper vouchers for all money disbursed;

(d) render to the President or the Board of Directors, whenever requested, a statement of the financial condition of the Corporation and of all his/her transactions as Treasurer, and render a full financial report at the annual meeting of the Board of Directors, if called upon to do so;

(e) cause to be kept, at such place as the Board of Directors may determine, correct books of account of all its business and transactions, such books to be available to any director upon application at such place during business hours;

(f) be empowered, from time to time, to require from all officers or agents of the Corporation reports or statements giving such information as he/she may desire with respect to any and all financial transactions of the Corporation;

(g) in general, perform all duties incident to the office of Treasurer and such other duties as are given to him/her by the Board of Directors or the President.

Section 12. Compensation. The compensation of the directors, officers and agents shall be fixed, from time to time, by the Board of Directors, and no officer shall be prevented from receiving such salary by reason of the fact that he/she is also a director of the Corporation. No director, not an officer of the Corporation, shall become a salaried employee of the Corporation except by vote of the Board of Directors.

#### ARTICLE IV

##### ACCEPTANCE OF BEQUESTS, DEVICES AND DONATIONS, EXECUTION OF INSTRUMENTS, BORROWING OF MONEY AND DEPOSIT OF CORPORATE FUNDS

Section 1. Acceptance of Bequests, Devices and Donations. The President or Vice-President may accept any and all unconditional and unrestricted bequests, devises and donations of money and property made to the Corporation with the prior approval of the Board of Directors.

The unanimous vote of all of the members of the Board of Directors shall be required in order to authorize a disbursement of funds of the Corporation for any of the purposes specified in Article IX of the Articles of Incorporation.

Section 2. Execution of Instruments. All instruments of assignment, transfer, conveyance, release and contract requiring execution by the Corporation, shall be signed by any authorized officer or agent provided, however, that such person or persons may delegate, from time to time, by instruments in writing, all or any part of such authority to any other person or persons, if authorized to do so by vote of the Board of Directors.

Section 3. Loans. When so authorized by the Board of Directors, any officer or agent of the Corporation may effect loans and advances, at any time, for the Corporation, secured by mortgage or pledge of the Corporation's property or otherwise, and may do every act and thing necessary or proper in connection therewith. Such authority may be general or confined to specific instances.

Section 4. Transfer of Real Estate. Unless authorized by the Board of Directors, no right or interest of any kind or nature in and to any real estate or lease of real estate shall be either (a) sold, assigned, transferred, conveyed or otherwise disposed of or mortgaged or encumbered in any manner, or (b) acquired, either by purchase, lease or otherwise, by the Corporation.

Section 5. Deposits. All funds of the Corporation, not otherwise employed, shall be deposited from time to time to its credit in such banks, trust companies or other depositories as the Board of Directors may select, or as may be selected by any officer or officers, agent or agents, authorized so to do by the Board of Directors.

Section 6. Checks, Drafts, etc. All notes, drafts, acceptances, checks, endorsements and all evidences of indebtedness of the Corporation whatsoever shall be signed by such officer or officers, or such agent or agents, of the Corporation and in such manner as the Board of Directors, from time to time, may determine. Endorsements for deposit to the credit of the Corporation, in any of its duly authorized depositories, shall be made in such manner as the Board of Directors may from time to time determine.

## ARTICLE V

### MISCELLANEOUS PROVISIONS

Section 1. Members. There shall be no members of this corporation.

Section 2. Corporate Seal. There shall be no corporate seal.

Section 3. Fiscal Year. The fiscal year of the Corporation shall end at the close of business on the 30th of June each year.

Section 4. Voting of Stocks Owned by the Corporation. In the absence of a resolution of the Board of Directors to the contrary, the President of the Corporation or the Vice-President acting within the scope of his/her authority, as provided in Section 8 of Article IV of these

Bylaws, are authorized and empowered, on behalf of the Corporation, to attend, vote and grant discretionary proxies to be used at any meeting of shareholders or stockholders of any corporation in which this Corporation holds or owns shares of stock and in that connection, on behalf of this Corporation, to execute a waiver of notice of any such meeting. The Board of Directors shall have authority to designate any officer or person as a proxy or attorney-in-fact to vote shares of stock in any other corporation in which this Corporation may own or hold shares of stock.

Section 5. Corporate Powers and Purposes. The Corporation shall have unlimited power to engage in and to do any lawful act concerning any and all lawful purposes for which corporations may be organized under the provisions of the Iowa Nonprofit Corporation Act, Chapter 504A Code of Iowa, as amended.

This Corporation is organized and shall be operated exclusively and irrevocably for educational, charitable, and scientific purposes as set forth in its Articles of Incorporation.

Section 6. Prohibited Transactions. No part of the net earnings of this Corporation shall inure to the benefit of any individual and no part of the activities of this Corporation shall consist of carrying on propaganda or otherwise attempting to influence legislation.

Upon the dissolution or termination of this Corporation, whether voluntary or involuntary, all property of the Corporation shall be distributed to the Iowa State University Foundation, or to one or more organizations organized and operated exclusively for charitable, scientific, literary, religious and educational purposes, which shall at the time qualify as an exempt organization or organizations under the provisions of Section 501(c)(3) of the Internal Revenue Code of 1954, as amended, or the appropriate provision of the Internal Revenue Code then in effect, all as the Board of Directors shall determine.

Any such assets not so disposed of shall be disposed of by the District Court of the County in which the principal office of the Corporation is then located, but exclusively for such purposes and to such organization or organizations as said Court shall determine which are organized and operated exclusively for those purposes designated in this Article. No such assets can be distributed to any individual member, officer, director, employee or agent of the Corporation, or to any other individual persons whomever.

No loans shall be made by the Corporation to its directors or officers. Any director or officer who assents to or participates in the making of any such loan shall be liable to the Corporation for the full amount of such loan until the repayment thereof.

This Corporation shall not engage in a prohibited transaction, as defined in the Internal Revenue Code of the United States, or any amendment thereto.

This Corporation shall not:

- (a) lend any part of its income or corpus, without the receipt of adequate security and a reasonable interest, to;
- (b) pay any compensation, in excess of a reasonable allowance for salaries or other compensation for personal services actually rendered, to;
- (c) make any part of its services available on a preferential basis, to;
- (d) make any substantial purchase of securities or any other property, for less than an adequate consideration in money or money's worth, to; or
- (e) engage in any other transaction which results in a substantial diversion of its income or corpus, to;

any person who has made a substantial contribution to this Corporation.

Section 7. Informal Action by Directors. Any action required or permitted by law or the Articles of Incorporation or these Bylaws to be taken at a meeting of the Board of Directors, may be taken without a meeting if a consent in writing setting forth the action so taken shall be signed by all of the directors.

## ARTICLE VI

### AMENDMENTS TO BYLAWS

All Bylaws of the Corporation shall be subject to amendment, alternation or repeal and the new Bylaws or amendments, alternations or repeals may be made by the affirmative vote of at least two thirds (2/3) of the total number of Directors then serving the notice or waiver of notice of which shall have summarized or set forth in full the proposed amendment.

## ARTICLE VII

### INDEMNIFICATION AND INSURANCE

Section 1. A director, officer, employee, committee member or other volunteer of the corporation is not liable on the corporation's debts or obligations and a director, officer, employee, committee member or other volunteer is not personally liable in that capacity, for a claim based upon an act or omission of the person performed in the discharge of the person's duties, except for a breach of the duty of loyalty to the corporation, for acts or omissions not in good faith or which involve intentional misconduct or knowing violation of the law, or for a transaction from which the person derives an improper personal benefit.

If this limitation of liability is too broad, then the above provisions shall be enforced to the fullest extent as provided by law.

If Iowa law is hereafter changed to permit further elimination or limitation of the liability of directors, officers, employees, committee members or other volunteers for monetary damages to the corporation, then the liability of such director, officer, employee, committee member or other volunteer of this corporation shall be eliminated or limited to the full extent then permitted. The directors, officers, employees, committee members or other volunteers of this corporation have agreed to serve in their respective capacities in reliance upon the provisions of this Article.

Section 2. This corporation shall indemnify directors, officers, employees, committee members or other volunteers of this corporation, and each director, officer, employee, committee member or other volunteer of this corporation who is serving or who has served, at the request of this corporation, as a director, officer, partner, trustee, employee or agent of another corporation, partnership, joint venture, trust, other enterprise or employee benefit plan, to the fullest extent possible against expenses, including attorneys' fees, judgments, penalties, fines, settlements and reasonable expenses, actually incurred by such director, officer, employee, committee member or other volunteer relating to such person's conduct as a director, officer, employee, committee member or other volunteer of this corporation or as a director, officer, partner, trustee, employee or agent of another corporation, partnership, joint venture, trust, other enterprise or employee benefit plan, except that the mandatory indemnification required by this sentence shall not apply (i) to a breach of such director's, officer's, employee's, committee member's or other volunteer's duty of loyalty to the corporation, (ii) for acts or omissions not in good faith or which involve intentional misconduct or knowing violation of the law, (iii) for a transaction from which such director, officer, employee, committee member or other volunteer derived an improper personal benefit or against judgments, penalties, fines and settlements arising from any proceeding by or in the right of the corporation, or against expenses in any such case where such director, officer, employee, committee member or other volunteer shall be adjudged liable to the corporation.

Section 3. The corporation may purchase and maintain insurance on behalf of any person who is or was a director, officer, employee, committee member or agent of the corporation, or is or was serving at the request of the corporation as a director, officer, employee, committee member, or agent of another corporation, partnership, joint venture, trust, or other enterprise against any liability asserted against him/her and incurred by him/her in any such capacity or arising out of his/her or her status of such, whether or not the corporation would have the power to indemnify him/her against such liability under the provisions of this Article.

\_\_\_\_\_  
\_\_\_\_\_, Secretary



## ISU Research Park - Board of Directors Meeting Agenda

Sep 5th 2024 12:00pm - 2:00pm

Core Facility, Executive Boardroom

**I. Call to Order** David Spalding 12:00pm

**II. ACTION - Changes to/Approval of the Agenda** David Spalding

**III. ACTION - Approval of Minutes** David Spalding 12:05pm

 Minutes 06 06 2024.pdf

 ISURP\_Board Action - Q3 FY24 Financials result.pdf

 ISURP\_Board Action - Strand design result.pdf

 ISURP\_Board Action - FY25 Budget result.pdf

 ISURP\_Board Action - Hunziker Land Purchase Agreements result.pdf

**IV. Review Board roster - update** David Spalding 12:10pm

 Board Roster 09 05 2024.docx

**V. Presentation**

**A. ACTION - Ag Startup Engine Investment** Rick Sanders

 ASE Seed Fund\_Investor.pdf

 ISURP\_Board Action - Investemnt in Ag Startup Engine.pdf

H. Lab facility preliminary design

I. CYTown update and possible structure

VII. Update of Activities

12:50pm

A. Corporate Engagement & Marketing Update

Alison Doyle

12:50pm

 Corporate Engagement Report June-Aug  
2024.pdf

B. Operations/Building/Tenant update

Michele Farnham

1:05pm

 Tenant Update Sep24.docx

1. Building 1 - Full

2. Building 2 - Limited space available

3. Building 3 - two suites available

4. Building 4 - Full

5. Building 5 - Full  
Syngenta

6. Building 6 - Full

7. Building 7  
likely churn

8. Boehringer Ingelheim Animal Health - Full

9. Core Facility - Full

10. Southern Hills - Merck - Full

**IOWA STATE UNIVERSITY RESEARCH PARK CORPORATION**  
**Board of Directors – December 2024**

Dr. Matt Darr '26P  
Professor  
Agricultural and Biosystems Engineering  
2356 Elings  
605 Bissell Road  
Iowa State University, Ames, IA 50011-1098  
515-294-8545  
darr@iastate.edu

Dr. Peter Dorhout '25P  
Vice President for Research  
2610 Beardshear  
515 Morrill Road  
Iowa State University  
Ames, IA 50011-2036  
515-294-1785 Fax 515-294-6100  
dorhout@iastate.edu

Deborah Durham '24F  
Director, IEDA / Executive Director, IFA  
1963 Bell Avenue, Ste 200  
Des Moines, IA 50315  
515-348-6146  
debi.durham@iowaEDA.com

Dr. Laura Jolly '26P  
Dean, College of Human Sciences  
2155 Lagomarcino  
901 Stange Road  
Iowa State University, Ames, IA 50011  
515-294-5380  
ljolly@iastate.edu

Jill Klindt '24F  
SVP & Chief Financial Officer, Workiva  
2900 University Blvd  
Ames, IA 50010  
515-663-4433  
jill.klindt@workiva.com

Warren R. Madden '24F  
Facilities and Finance Committee  
ISU Research Park Corporation, Secretary/Treasurer  
1805 Collaboration Place, Suite 1210  
515-239-7464  
wmadden@iastate.edu

Eric Peterson '25F  
Facilities and Finance Committee  
President, Summit Agricultural Group  
10640 Cty Hwy D20  
Alden, IA 50006  
515-854-9820  
epeterson@summitag.com

Sean Reeder, '27P  
SVP of Operations & Finance  
1350 Beardshear  
515-294-6162

Paul Rupprecht '25F  
Facilities and Finance Committee  
Executive Vice President, R&R Realty Group  
1080 Jordan Creek Parkway, Suite 200 N  
West Des Moines, IA 50266  
515-223-4500 Fax 515-223-7235  
Rupprecht.paul@rrrealty.com

Steve Schuler '26F  
Facilities and Finance Committee, Chair  
ISU Research Park Corporation, Vice Chairperson  
12917 Wilden Circle  
Urbandale, IA 50323  
515-473-8901  
sschu4305@gmail.com

Dr. Brent Shanks '26P  
Professor of Chemical and Biological Engineering  
1140L Biorenewables Research Laboratory  
617 Bissell Road  
Iowa State University, Ames, IA 50011-3270  
515-294-1895 Fax 515-294-1269  
bshanks@iastate.edu

David Spalding '26P  
Facilities and Finance Committee  
ISU Research Park Corporation, Chairperson  
Dean, Ivy College of Business/VP for Economic  
Development and Industry Relations  
2200 Gerdin  
2167 Union Drive  
Iowa State University, Ames, IA 50011  
515-294-2422 Fax 515-294-6060  
spalding@iastate.edu

Terms: F=Foundation; P=ISU appointments  
Date refers to term expiration (3year term)



IOWA STATE UNIVERSITY  
**ResearchPARK**

BE IT RESOLVED, that pursuant to Bylaws Article 3, Section 2 of the corporation's Bylaws, the following persons are elected to serve in the following capacities as officers of the corporation for a term commencing January 1, 2023 and ending December 31, 2023 or until their successors are elected and qualified:

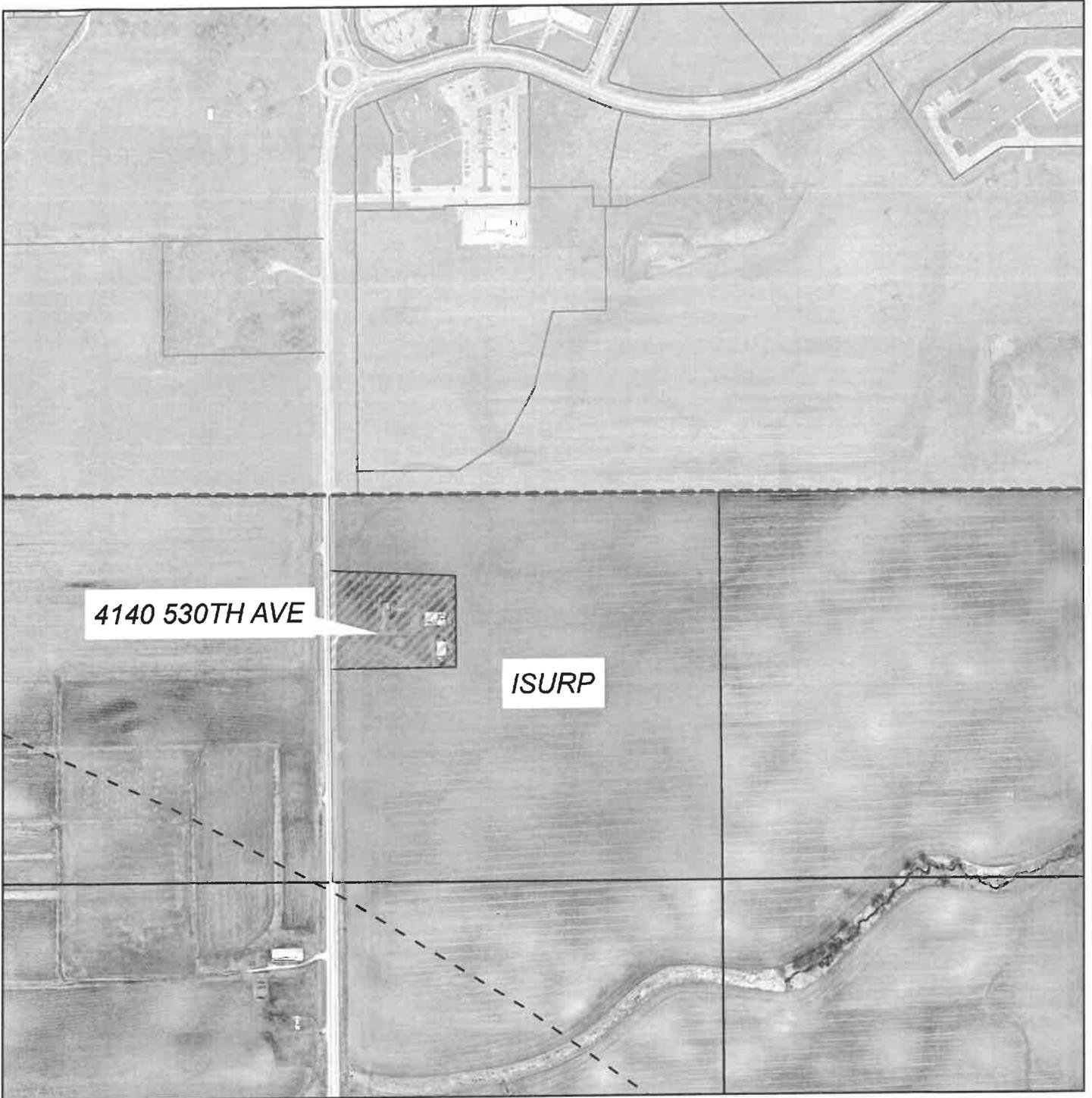
Chairperson	David Spalding
Vice-Chairperson	Steve Schuler
President	Rick Sanders
Secretary	Warren R. Madden
Treasurer	Warren R. Madden

BE IT FURTHER RESOLVED, that the following persons are appointed to serve as members of the corporation's finance committee for a term commencing January 1, 2023 and ending December 31, 2023 or until their successors are appointed:

- Steve Schuler, Chair
- Warren R. Madden
- David Spalding
- Eric Peterson
- Jill Klindt
- Sr. Vice President for Operations and Finance



# Annexation Area

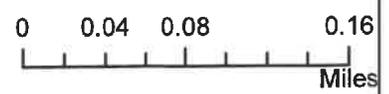


4140 530TH AVE

ISURP

## Legend

-  City of Kelley Two Mile Urbanized Area
-  Ames Corporate Limits
- Annexation Area**
  -  Consenting
  -  Nonconsenting
-  Parcels



X LH A LM X LF



RECEIVED

JUN 30 2025

STORY COUNTY BOARD OF SUPERVISORS

June 26, 2025

NOTICE OF HEARING ON VOLUNTARY ANNEXATION  
Contains Non-Consenting Parcels

**NOTICE IS HEREBY GIVEN** that the City Council of the City of Ames, Iowa, has received a petition for voluntary annexation from the Iowa State University Research Park for their property along University Boulevard/S 530th Avenue, abutting the City's southern corporate limits. The City is also including non-consenting properties, as allowed under Code of Iowa Section 368.7(a).

The consenting property totals 36.87 gross acres, approximately 92% of the total area of the proposed annexation, and is described as follows:

Iowa State University Research Park  
THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 22, TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M., STORY COUNTY, IOWA, EXCEPT PARCEL B THEREIN, AS SHOWN ON THE PLAT OF SURVEY FILED AS INSTRUMENT NO. 2012-01369, SAID ANNEXATION AREA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE WEST QUARTER CORNER OF SAID SECTION 22; THENCE S89°52'29"E, 1322.11 FEET TO THE NORTHEAST CORNER OF SAID NORTHWEST QUARTER OF THE SOUTHWEST QUARTER; THENCE S00°35'16"E, 1319.07 FEET TO THE SOUTHEAST CORNER THEREOF; THENCE N89°51'00"W, 1323.14 FEET TO THE SOUTHWEST CORNER THEREOF; THENCE N00°32'36"W, 727.71 FEET ALONG THE WEST LINE OF SAID SECTION 22 TO THE SOUTHWEST CORNER OF SAID PARCEL B; THENCE RUNNING COINCIDENT WITH THE BOUNDARY OF SAID PARCEL B N89°27'45"E, 423.59 FEET; THENCE N00°19'13"W, 313.23 FEET; THENCE N87°19'30"W, 425.48 FEET TO THE NORTHWEST CORNER OF SAID PARCEL B; THENCE N00°32'36"W, 253.71 FEET TO THE POINT OF BEGINNING, CONTAINING 36.87 ACRES, WHICH INCLUDES 0.75 ACRES OF EXISTING PUBLIC RIGHT OF WAY.

The nonconsenting property totals 3.17 gross acres, approximately 8% of the annexation area, and is described as follows:

Clark, Kyle W & Rendee R, Contract Holders, Wright, Steven C & Joyce M, Deed Holders  
4140 530th Avenue  
PARCEL "B"  
A PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 22, TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M., STORY COUNTY,

Planning and Housing Department

515.239.5400 *main*

515 Clark Ave P.O. Box 811

515.239.5404 *fax*

Ames, IA 50010  
[www.CityofAmes.org](http://www.CityofAmes.org)



CITY OF  
**Ames**

*Smart Choice*

IOWA AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST 1/4 CORNER OF SAID SECTION 22; THENCE SOUTH 00° 31' 48" EAST ALONG THE WEST LINE OF SAID NORTHWEST 1/4 OF THE SOUTHWEST 1/4, A DISTANCE OF 253.66 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 87° 17' 04" EAST, 425.47 FEET; THENCE SOUTH 00° 18' 23" EAST, 313.15 FEET; THENCE SOUTH 89° 28' 13" WEST, 423.56 FEET TO A POINT ON SAID WEST LINE; THENCE NORTH 00° 31' 48" WEST ALONG SAID WEST LINE, 337.23 FEET TO THE POINT OF BEGINNING AND CONTAINING 3.17 ACRES (137,944 SF) AND SUBJECT TO ROADWAY EASEMENT, SAID EASEMENT CONTAINS 0.25 ACRES (11,098 SF)

The application from the consenting property owner is included as Attachment A. The annexation plat and a legal description of the annexation area are included as Attachment B. A map of the territory showing its location in relation to the city is included as Attachment C.

**NOTICE IS FURTHER GIVEN that the City Council will consider the petition and approval of the proposed annexation at a public hearing to be held at 6:00 p.m. on July 22, 2025, in the City Council Chambers, Ames City Hall, 515 Clark Avenue, Ames, Iowa.**

In accordance with Code of Iowa, Section 368.7(1)(c-d), you are being provided with copies of the applications and notice of hearing by certified mail. If you need further information, please contact me at [amelia.schoeneman@cityofames.org](mailto:amelia.schoeneman@cityofames.org) or (515) 239-5400 if you have any questions.

Sincerely,

Amelia Schoeneman, Planner

Enclosures



**Attachment A  
Annexation Application**

Planning and Housing Department

515.239.5400 *main*

515 Clark Ave. P.O. Box 811

515.239.5404 *fax*

Ames, IA 50010  
[www.CityofAmes.org](http://www.CityofAmes.org)



Effective Date: January 2, 2025

RECEIVED

APR 25

HOUSING

# Voluntary Annexation Petition Application Form

(This form must be filled out completely before your application will be accepted.)

1. **Property Address and Parcel ID** for this Voluntary Annexation or a Description of the General

Location if an Address has not been assigned: PID 0922300105

Land surrounding parcel at 4140 530th Avenue

2. **Legal Description** (attach, if lengthy): NW1/4, SW1/4 Sec. 22-83-24, except

Parcel B therein

3. **Description of Desired Use** of the property upon annexation: Commercial development

4. **Property Owner:** Iowa State University Research Park

Business Name: \_\_\_\_\_

Address: 1805 Collaboration Place Ames, IA 50010

(Street)

(City)

(State)

(Zip)

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

**\*Attach separate sheets for each Property Owner and Legal Description\***

5. **Applicant:** Property Owner

Business Name: Iowa State Research Park

Address: 1805 Collaboration Place Ames

(Street)

(City)

IA  
(State)

50010  
(Zip)

Phone Number: 515- \_\_\_\_\_ E-mail: \_\_\_\_\_

6. **Contact Person:** Eric Thompson

Business Name: Strand Associates, Inc.

Effective Date: January 2, 2025

Address: 414 S. 17th Street, Ste 107 Ames, IA 50010  
(Street) (City) (State) (Zip)

Phone Number: 515-233-0000 E-mail: eric.thompson@strand.com

### Signature Page

*I (We) certify that I (we) am (are) familiar with applicable state and local codes and ordinances, the procedural requirements of the City of Ames and have submitted all the required information.*

Legal Description: NW 1/4, SW 1/4 Sec 22-83-24, except Parcel B therein

Signed by: [Signature] Date: 4.24.2025  
Property Owner(s)\*

RICK SANDERS

Print Name(s)

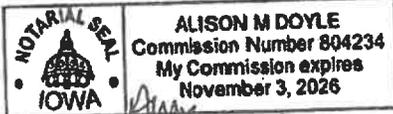
*Note: No other signature may be substituted for the Property Owner's Signature.*

State of Iowa

County of Story

Signed and sworn to (or affirmed) before me on April 24, 20 25

by ALISON M DOYLE (name of person(s))



[Signature]

(signature of Notary Public)

[Notary seal here]

**Please attach additional Signature Pages for the notarized signature of all consenting Property Owner and Contract Buyer (if any). Original signatures for all consenting Property Owners and Contract Buyers (if any) must accompany this application.**

\* If a limited liability corporation, association, trust, non-profit organization, or any other legal entity owns the property proposed for voluntary annexation, an agent or agents responsible for the affairs of the legal entity must sign the application as the property owner(s). It must be noted that the assignee(s) is (are) acting on behalf of the legal entity. In addition, documentation, such as incorporation documents, must be included that show the assignee's (assignees') authority to act on behalf of the legal entity. If the property owner is a religious institution, a written explanation must be provided on the institution's letterhead that the person(s) signing the application can act on behalf of the institution. One or more established leaders of the religious congregation must also attest to the letter.

BYLAWS  
OF  
IOWA STATE UNIVERSITY RESEARCH PARK  
(an Iowa Nonprofit Corporation)

ARTICLE I

OFFICES

Section 1. Principal Office in Iowa. The principal office of Iowa State University Research Park (hereinafter called the "Corporation") in the State of Iowa shall be located at Ames, Story County, Iowa.

Section 2. Registered Office. The registered office of the Corporation is located at Ames, Story County, Iowa.

Section 3. Other Offices. The Corporation may have other offices at such other place or places, either within or without the State of Iowa, as the Board of Directors may from time to time determine, or as shall be necessary or appropriate for the conduct of the affairs of the Corporation.

ARTICLE II

BOARD OF DIRECTORS

Section 1. General Powers. The affairs and management of this Corporation, including the control and distribution of its property and funds, are vested in the Board of Directors. All powers of this Corporation, including the power to adopt Bylaws and amend and alter the same, are vested in the Board of Directors.

Section 2. Number, Term of Office and Qualifications. The number of directors shall be not less than four (4) nor more than twenty (20). The number of directors may be changed by the Board of Directors at any annual or special meeting called for that purpose. No decrease in number shall have the effect of shortening the term of any incumbent director. In case the Board of Directors fail to fix the number of directors, the number actually elected shall be deemed to be the number of directors so fixed. The Board shall consist of directors named by Iowa State University (hereafter "ISU") and by the Iowa State University Foundation (hereafter "Foundation") as set forth in Section 3 of this Article.

Section 3. Appointment of Directors. Appointment of directors shall be made so that one-half (1/2) of the total number of directors shall have been appointed by the President of ISU and one-half (1/2) by the President of the Foundation. Each director shall hold office for the length of time appointed thereto, with the maximum appointment being a three (3) year term, and until his/her successor is appointed and qualified, or until his/her death or until he/she shall resign. A director may serve more than one term.

Section 4. Quorum and Manner of Acting. Except as provided in Article VI, a majority of the number of directors fixed by Section 2 of this Article II shall constitute a quorum for the transaction of business; but if at any meeting of the Board of Directors there be less than a quorum present, a majority of the directors may adjourn the meeting, from time to time, until a quorum shall be present. Notice of any adjourned meeting need not be given. At all meetings of directors, a quorum being present, the act of the majority of the directors present at the meeting shall be the act of the Board of Directors, unless the act of a greater number is required by law, the Articles of Incorporation or these Bylaws. No director shall vote by proxy.

Section 5. Resignation. Any director of the Corporation may resign at any time by giving written notice to the Board of Directors, President or to the Vice-President of the Corporation. The resignation of any director shall take effect upon receipt of notice thereof or at such later date as shall be specified in such notice; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective

Section 6. Vacancies. Any vacancy occurring in the Board of Directors through death or resignation shall be filled by ISU or by the Foundation, whichever entity was responsible for the appointment of the person in the position being vacated. A director so appointed to fill a vacancy shall be appointed for the unexpired term of his/her predecessor in office and until the appointment of his/her successor. Appointees hereunder shall be selected by ISU or the Foundation, as the case may be, subject to Section 3 of this Article II.

Section 7. Number of Directors Increased. In case the initial number of directors be increased by amendment to these Bylaws, the directorships to be filled by reason thereof shall be filled in accordance with Section 3 of the Article above. Any director so appointed shall serve until the appointment of his/her successor becomes effective, pursuant to Section 3 of this Article II.

Section 8. Place of Meetings, etc. Except as provided in Section 9 of this Article, the Board of Directors may hold its meetings and keep the books and records of the Corporation at such place or places, within the State of Iowa, as the Board may from time to time determine.

Section 9. Annual and Regular Meetings. The annual meeting of the Board of Directors shall be held in each year between September 1 and December 31<sup>st</sup>. The Board of Directors, from time to time, may provide for the holding of other regular meetings of the Board of Directors and fix the time and place (which may be within or outside of the State of Iowa) thereof. Notice of regular meetings shall not be required to be given; provided, however, that in case the Board of Directors shall fix or change the time or place of regular meetings, notice of

such action shall be mailed promptly to each director who shall not be present at the meeting at which such action was taken, addressed to him/her at his/her residence or usual place of business.

Section 10. Special Meetings; Notice. Special meetings of the Board of Directors shall be held whenever called by one of the directors at such time and at the office of the corporation (which may be within or outside of the State of Iowa) as may be specified in the respective notices or waivers of notices thereof. Notice of each special meeting shall be mailed to each director addressed to him/her at his/her residence or usual place of business at least five (5) days before the date on which the meeting is to be held, or shall be sent to him/her at such place by fax or email or shall be delivered to him/her personally, at least three (3) days before the date on which the meeting is to be held. Notice of any special meeting shall not be required to be given to any director who shall waive notice of such meeting in writing or by fax or email, whether before or after the time of such meeting; and any such meeting shall be a legal meeting without any notice thereof having been given if all the directors shall be present thereat.

Section 11. Order of Business.

(a) At meetings of the Board of Directors, business shall be transacted in such order as the Board of Directors, from time to time, may determine by resolution.

(b) At all meetings of the Board, the Chairperson, or in his/her absence the Vice-Chairperson, or in the absence of the Chairperson and Vice-Chairperson, the director with the most seniority shall preside.

Section 12. Committees. The Board of Directors by resolution adopted by the affirmative vote of a majority of the number of directors fixed by Section 2 of this Article III, may establish one or more committees, including an Executive Committee, each committee to consist of two (2) or more directors elected by the Board of Directors. The Executive Committee shall be comprised of the Committee Chairs, Board of Director Officers, the university-designated liaison, and the immediate past-chair. Any such committee shall serve at the will of the Board of Directors. Each such committee shall have the powers and duties delegated to it by the Board of Directors. The Board of Directors may elect one or more of its members as alternate members of any such committee who may take the place of any absent member or members at any meeting of such committee upon request by the President, or upon request by the directors, from time to time, may determine by resolution.

ARTICLE III

OFFICERS

Section 1. Number. The officers of the Corporation shall be a Chairperson, a Vice-Chairperson, a President, a Secretary and a Treasurer and such other officers as may be appointed in accordance with the provisions of this Article. Two or more offices, except those of

Chairperson and Vice-Chairperson, and President may be filled by the same person. In its discretion, the Board of Directors, by a vote of a majority thereof, may leave unfilled for any such period as it may fix, any office except those of President, Treasurer and Secretary.

Section 2. Election, Term of Office and Qualification. The officers of the Corporation shall be elected for a two-year term by the Board of Directors at an annual meeting. Each such officer shall hold office until his/her successor shall have been duly chosen and shall qualify or until his/her death or until he/she shall resign. The Board of Directors shall elect a Chairperson from among its members, none of the officers other than the Chairperson need be directors. In the event the President is not a director, he/she or she shall serve as an ex-officio, non-voting member of the Board of Directors.

Section 3. Subordinate Officers and Agents. The Board of Directors may appoint such other officers or agents as it may deem necessary or advisable, from time to time, to hold office for such period, have such authority to perform such duties as the Board of Directors, from time to time, may determine. The Board of Directors may delegate to any officer or agent the power to appoint any such subordinate officers or agents and to prescribe their respective terms of office, authorities and duties.

Section 4. Removal. The officers specifically designated in Section 1 of this Article III may be removed, either for or with out cause, at any special meeting of the Board of Directors, by the vote of a majority of the whole Board of Directors. The officers and agents appointed in accordance with the provisions of this Article III may be removed, either for or without cause at any meeting of the Board of Directors, by a vote of a majority of the directors present at such meeting, or by any superior officer or agent upon whom such power of removal shall have been conferred by the Board of Directors.

Section 5. Resignations. Any officer may resign at any time by giving written notice of such resignation to the Board of Directors, and to the President. Any such resignation shall take effect upon receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 6. Vacancies. A vacancy in any office by reason of death, resignation, removal, disqualification or any other cause shall be filled by the Board of Directors.

Section 7. Chairperson. The Chairperson of the Board shall preside at all meetings of the Board at which he/she may be present, and shall have other powers and duties as the Board of Directors may call upon him/her to perform.

Section 8. Vice Chairperson. The Vice Chairperson shall, in the absence of the Chairperson, preside at all meetings of the Board at which he/she may be present, and shall have other powers and duties as the Board of Directors may call upon him/her to perform.

Section 9. President. The President shall be the chief executive officer of the Corporation and, subject to the control of the Board of Directors as defined in the Memorandum

of Agreement between Iowa State University Research Park Corporation and Iowa State University. He/she shall have general and complete management and supervision of the operations of the Corporation, to retain and discharge all employees, and generally to manage and supervise the operations of the Corporation, including the investment of the corporate funds and properties. In general, he/she shall perform all duties incident to the office of President and see that all orders and resolutions of the Board of Directors are carried into effect. From time to time, he/she shall report to the Board of Directors all matters within his/her knowledge which the interests of the Corporation may require to be brought to their notice. He/She shall have authority to sign, execute and acknowledge all contracts, checks, deeds, mortgages, bonds, leases or other obligations on behalf of the Corporation as he/she may deem necessary or proper to be executed in the course of the Corporation's regular business, or which shall be authorized by the Board of Directors. He/She may sign in the name of the Corporation those reports and all other documents or instruments which are necessary or proper to be executed in the course of the Corporation's business. He/She shall perform such other duties as are given to him/her by these Bylaws or as may be assigned to him/her, from time to time, by the Board of Directors.

Section 10. Secretary. The Secretary shall:

- (a) record all the proceedings of the meetings of the Board of Directors in a book to be kept for that purpose;
- (b) cause all notices to be duly given in accordance with the provisions of these Bylaws and as required by statute;
- (c) be custodian of the records and of the seal of the Corporation, if there be one, and cause such seal to be affixed to all instruments, the execution of which on behalf of the Corporation, under its seal, shall have been duly authorized under these Bylaws;
- (d) see that the books, reports, statements and other documents and records required by statute are properly kept and filed;
- (e) in general, perform all duties incident to the office of Secretary and such other duties as are given to him/her by these Bylaws or as may be assigned to him/her, from time to time, by the Board of Directors or the President.

Section 11. Treasurer. The Treasurer shall:

- (a) have charge of and supervision over and be responsible for the funds, securities, receipts and disbursements of the Corporation;
- (b) cause the money and other valuable effects of the Corporation to be deposited in the name and to the credit of the Corporation in such banks or trust companies or with such bankers or other depositories as shall be selected in

accordance with Section 5 of Article IV of these Bylaws or to be otherwise dealt with in such a manner as the Board of Directors may direct;

(c) cause the funds of the Corporation to be disbursed by checks or drafts upon the authorized depositories of the Corporation, and cause to be taken and preserved proper vouchers for all money disbursed;

(d) render to the President or the Board of Directors, whenever requested, a statement of the financial condition of the Corporation and of all his/her transactions as Treasurer, and render a full financial report at the annual meeting of the Board of Directors, if called upon to do so;

(e) cause to be kept, at such place as the Board of Directors may determine, correct books of account of all its business and transactions, such books to be available to any director upon application at such place during business hours;

(f) be empowered, from time to time, to require from all officers or agents of the Corporation reports or statements giving such information as he/she may desire with respect to any and all financial transactions of the Corporation;

(g) in general, perform all duties incident to the office of Treasurer and such other duties as are given to him/her by the Board of Directors or the President.

Section 12. Compensation. The compensation of the directors, officers and agents shall be fixed, from time to time, by the Board of Directors, and no officer shall be prevented from receiving such salary by reason of the fact that he/she is also a director of the Corporation. No director, not an officer of the Corporation, shall become a salaried employee of the Corporation except by vote of the Board of Directors.

#### ARTICLE IV

##### ACCEPTANCE OF BEQUESTS, DEVISES AND DONATIONS. EXECUTION OF INSTRUMENTS. BORROWING OF MONEY AND DEPOSIT OF CORPORATE FUNDS

Section 1. Acceptance of Bequests, Devises and Donations. The President or Vice-President may accept any and all unconditional and unrestricted bequests, devises and donations of money and property made to the Corporation with the prior approval of the Board of Directors.

The unanimous vote of all of the members of the Board of Directors shall be required in order to authorize a disbursement of funds of the Corporation for any of the purposes specified in Article IX of the Articles of Incorporation.

Section 2. Execution of Instruments. All instruments of assignment, transfer, conveyance, release and contract requiring execution by the Corporation, shall be signed by any authorized officer or agent provided, however, that such person or persons may delegate, from time to time, by instruments in writing, all or any part of such authority to any other person or persons, if authorized to do so by vote of the Board of Directors.

Section 3. Loans. When so authorized by the Board of Directors, any officer or agent of the Corporation may effect loans and advances, at any time, for the Corporation, secured by mortgage or pledge of the Corporation's property or otherwise, and may do every act and thing necessary or proper in connection therewith. Such authority may be general or confined to specific instances.

Section 4. Transfer of Real Estate. Unless authorized by the Board of Directors, no right or interest of any kind or nature in and to any real estate or lease of real estate shall be either (a) sold, assigned, transferred, conveyed or otherwise disposed of or mortgaged or encumbered in any manner, or (b) acquired, either by purchase, lease or otherwise, by the Corporation.

Section 5. Deposits. All funds of the Corporation, not otherwise employed, shall be deposited from time to time to its credit in such banks, trust companies or other depositories as the Board of Directors may select, or as may be selected by any officer or officers, agent or agents, authorized so to do by the Board of Directors.

Section 6. Checks, Drafts, etc. All notes, drafts, acceptances, checks, endorsements and all evidences of indebtedness of the Corporation whatsoever shall be signed by such officer or officers, or such agent or agents, of the Corporation and in such manner as the Board of Directors, from time to time, may determine. Endorsements for deposit to the credit of the Corporation, in any of its duly authorized depositories, shall be made in such manner as the Board of Directors may from time to time determine.

## ARTICLE V

### MISCELLANEOUS PROVISIONS

Section 1. Members. There shall be no members of this corporation.

Section 2. Corporate Seal. There shall be no corporate seal.

Section 3. Fiscal Year. The fiscal year of the Corporation shall end at the close of business on the 30th of June each year.

Section 4. Voting of Stocks Owned by the Corporation. In the absence of a resolution of the Board of Directors to the contrary, the President of the Corporation or the Vice-President acting within the scope of his/her authority, as provided in Section 8 of Article IV of these

Bylaws, are authorized and empowered, on behalf of the Corporation, to attend, vote and grant discretionary proxies to be used at any meeting of shareholders or stockholders of any corporation in which this Corporation holds or owns shares of stock and in that connection, on behalf of this Corporation, to execute a waiver of notice of any such meeting. The Board of Directors shall have authority to designate any officer or person as a proxy or attorney-in-fact to vote shares of stock in any other corporation in which this Corporation may own or hold shares of stock.

Section 5. Corporate Powers and Purposes. The Corporation shall have unlimited power to engage in and to do any lawful act concerning any and all lawful purposes for which corporations may be organized under the provisions of the Iowa Nonprofit Corporation Act, Chapter 504A Code of Iowa, as amended.

This Corporation is organized and shall be operated exclusively and irrevocably for educational, charitable, and scientific purposes as set forth in its Articles of Incorporation.

Section 6. Prohibited Transactions. No part of the net earnings of this Corporation shall inure to the benefit of any individual and no part of the activities of this Corporation shall consist of carrying on propaganda or otherwise attempting to influence legislation.

Upon the dissolution or termination of this Corporation, whether voluntary or involuntary, all property of the Corporation shall be distributed to the Iowa State University Foundation, or to one or more organizations organized and operated exclusively for charitable, scientific, literary, religious and educational purposes, which shall at the time qualify as an exempt organization or organizations under the provisions of Section 501(c)(3) of the Internal Revenue Code of 1954, as amended, or the appropriate provision of the Internal Revenue Code then in effect, all as the Board of Directors shall determine.

Any such assets not so disposed of shall be disposed of by the District Court of the County in which the principal office of the Corporation is then located, but exclusively for such purposes and to such organization or organizations as said Court shall determine which are organized and operated exclusively for those purposes designated in this Article. No such assets can be distributed to any individual member, officer, director, employee or agent of the Corporation, or to any other individual persons whomever.

No loans shall be made by the Corporation to its directors or officers. Any director or officer who assents to or participates in the making of any such loan shall be liable to the Corporation for the full amount of such loan until the repayment thereof.

This Corporation shall not engage in a prohibited transaction, as defined in the Internal Revenue Code of the United States, or any amendment thereto.

This Corporation shall not:

- (a) lend any part of its income or corpus, without the receipt of adequate security and a reasonable interest, to;
- (b) pay any compensation, in excess of a reasonable allowance for salaries or other compensation for personal services actually rendered, to;
- (c) make any part of its services available on a preferential basis, to;
- (d) make any substantial purchase of securities or any other property, for less than an adequate consideration in money or money's worth, to; or
- (e) engage in any other transaction which results in a substantial diversion of its income or corpus, to;

any person who has made a substantial contribution to this Corporation.

Section 7. Informal Action by Directors. Any action required or permitted by law or the Articles of Incorporation or these Bylaws to be taken at a meeting of the Board of Directors, may be taken without a meeting if a consent in writing setting forth the action so taken shall be signed by all of the directors.

## ARTICLE VI

### AMENDMENTS TO BYLAWS

All Bylaws of the Corporation shall be subject to amendment, alternation or repeal and the new Bylaws or amendments, alternations or repeals may be made by the affirmative vote of at least two thirds (2/3) of the total number of Directors then serving the notice or waiver of notice of which shall have summarized or set forth in full the proposed amendment.

## ARTICLE VII

### INDEMNIFICATION AND INSURANCE

Section 1. A director, officer, employee, committee member or other volunteer of the corporation is not liable on the corporation's debts or obligations and a director, officer, employee, committee member or other volunteer is not personally liable in that capacity, for a claim based upon an act or omission of the person performed in the discharge of the person's duties, except for a breach of the duty of loyalty to the corporation, for acts or omissions not in good faith or which involve intentional misconduct or knowing violation of the law, or for a transaction from which the person derives an improper personal benefit.

If this limitation of liability is too broad, then the above provisions shall be enforced to the fullest extent as provided by law.

If Iowa law is hereafter changed to permit further elimination or limitation of the liability of directors, officers, employees, committee members or other volunteers for monetary damages to the corporation, then the liability of such director, officer, employee, committee member or other volunteer of this corporation shall be eliminated or limited to the full extent then permitted. The directors, officers, employees, committee members or other volunteers of this corporation have agreed to serve in their respective capacities in reliance upon the provisions of this Article.

Section 2. This corporation shall indemnify directors, officers, employees, committee members or other volunteers of this corporation, and each director, officer, employee, committee member or other volunteer of this corporation who is serving or who has served, at the request of this corporation, as a director, officer, partner, trustee, employee or agent of another corporation, partnership, joint venture, trust, other enterprise or employee benefit plan, to the fullest extent possible against expenses, including attorneys' fees, judgments, penalties, fines, settlements and reasonable expenses, actually incurred by such director, officer, employee, committee member or other volunteer relating to such person's conduct as a director, officer, employee, committee member or other volunteer of this corporation or as a director, officer, partner, trustee, employee or agent of another corporation, partnership, joint venture, trust, other enterprise or employee benefit plan, except that the mandatory indemnification required by this sentence shall not apply (i) to a breach of such director's, officer's, employee's, committee member's or other volunteer's duty of loyalty to the corporation, (ii) for acts or omissions not in good faith or which involve intentional misconduct or knowing violation of the law, (iii) for a transaction from which such director, officer, employee, committee member or other volunteer derived an improper personal benefit or against judgments, penalties, fines and settlements arising from any proceeding by or in the right of the corporation, or against expenses in any such case where such director, officer, employee, committee member or other volunteer shall be adjudged liable to the corporation.

Section 3. The corporation may purchase and maintain insurance on behalf of any person who is or was a director, officer, employee, committee member or agent of the corporation, or is or was serving at the request of the corporation as a director, officer, employee, committee member, or agent of another corporation, partnership, joint venture, trust, or other enterprise against any liability asserted against him/her and incurred by him/her in any such capacity or arising out of his/her or her status of such, whether or not the corporation would have the power to indemnify him/her against such liability under the provisions of this Article.

\_\_\_\_\_, Secretary



## ISU Research Park - Board of Directors Meeting Agenda

Sep 5th 2024 12:00pm - 2:00pm

Core Facility, Executive Boardroom

I. **Call to Order** David Spalding 12:00pm

II. **ACTION - Changes to/Approval of the Agenda** David Spalding

III. **ACTION - Approval of Minutes** David Spalding 12:05pm

 Minutes 06 06 2024.pdf

 ISURP\_Board Action - Q3 FY24 Financials result.pdf

 ISURP\_Board Action - Strand design result.pdf

 ISURP\_Board Action - FY25 Budget result.pdf

 ISURP\_Board Action - Hunziker Land Purchase Agreements result.pdf

IV. **Review Board roster - update** David Spalding 12:10pm

 Board Roster 09 05 2024.docx

V. **Presentation**

A. **ACTION - Ag Startup Engine Investment** Rick Sanders

 ASE Seed Fund\_Investor.pdf

 ISURP\_Board Action - Investment in Ag Startup Engine.pdf

**H. Lab facility preliminary design**

**I. CYTown update and possible structure**

**VII. Update of Activities**

12:60pm

**A. Corporate Engagement & Marketing Update**

Alison Doyle

12:50pm

 Corporate Engagement Report June-Aug 2024.pdf

**B. Operations/Building/Tenant update**

Michele Farnham

1:05pm

 Tenant Update Sep24.docx

**1. Building 1 - Full**

**2. Building 2 - Limited space available**

**3. Building 3 - two suites available**

**4. Building 4 - Full**

**5. Building 5 - Full**  
Syngenta

**6. Building 6 - Full**

**7. Building 7**  
likely churn

**8. Boehringer Ingelheim Animal Health - Full**

**9. Core Facility - Full**

**10. Southern Hills - Merck - Full**

**IOWA STATE UNIVERSITY RESEARCH PARK CORPORATION**  
**Board of Directors – December 2024**

Dr. Matt Darr '26P  
Professor  
Agricultural and Biosystems Engineering  
2356 Elings  
605 Bissell Road  
Iowa State University, Ames, IA 50011-1098  
515-294-8545  
darr@iastate.edu

Dr. Peter Dorhout '25P  
Vice President for Research  
2610 Beardshear  
515 Morrill Road  
Iowa State University  
Ames, IA 50011-2036  
515-294-1785 Fax 515-294-6100  
dorhout@iastate.edu

Deborah Durham '24F  
Director, IEDA / Executive Director, IFA  
1963 Bell Avenue, Ste 200  
Des Moines, IA 50315  
515-348-6146  
debi.durham@iowaEDA.com

Dr. Laura Jolly '26P  
Dean, College of Human Sciences  
2155 Lagomarcino  
901 Stange Road  
Iowa State University, Ames, IA 50011  
515-294-5380  
ljolly@iastate.edu

Jill Klindt '24F  
SVP & Chief Financial Officer, Workiva  
2900 University Blvd  
Ames, IA 50010  
515-663-4433  
jill.klindt@workiva.com

Warren R. Madden '24F  
Facilities and Finance Committee  
ISU Research Park Corporation, Secretary/Treasurer  
1805 Collaboration Place, Suite 1210  
515-239-7464  
wmadden@iastate.edu

Eric Peterson '25F  
Facilities and Finance Committee  
President, Summit Agricultural Group  
10640 Cty Hwy D20  
Alden, IA 50006  
515-854-9820  
epeterson@summitag.com

Sean Reeder, '27P  
SVP of Operations & Finance  
1350 Beardshear  
515-294-6162

Paul Rupprecht '25F  
Facilities and Finance Committee  
Executive Vice President, R&R Realty Group  
1080 Jordan Creek Parkway, Suite 200 N  
West Des Moines, IA 50266  
515-223-4500 Fax 515-223-7235  
Rupprecht.paul@rrrealty.com

Steve Schuler '26F  
Facilities and Finance Committee, Chair  
ISU Research Park Corporation, Vice Chairperson  
12917 Wilden Circle  
Urbandale, IA 50323  
515-473-8901  
sschu4305@gmail.com

Dr. Brent Shanks '26P  
Professor of Chemical and Biological Engineering  
1140L Biorenewables Research Laboratory  
617 Bissell Road  
Iowa State University, Ames, IA 50011-3270  
515-294-1895 Fax 515-294-1269  
bshanks@iastate.edu

David Spalding '26P  
Facilities and Finance Committee  
ISU Research Park Corporation, Chairperson  
Dean, Ivy College of Business/VP for Economic  
Development and Industry Relations  
2200 Gerdin  
2167 Union Drive  
Iowa State University, Ames, IA 50011  
515-294-2422 Fax 515-294-6060  
spalding@iastate.edu

Terms: F=Foundation; P=ISU appointments  
Date refers to term expiration (3year term)



IOWA STATE UNIVERSITY  
**ResearchPARK**

BE IT RESOLVED, that pursuant to Bylaws Article 3, Section 2 of the corporation's Bylaws, the following persons are elected to serve in the following capacities as officers of the corporation for a term commencing January 1, 2023 and ending December 31, 2023 or until their successors are elected and qualified:

Chairperson	David Spalding
Vice-Chairperson	Steve Schuler
President	Rick Sanders
Secretary	Warren R. Madden
Treasurer	Warren R. Madden

BE IT FURTHER RESOLVED, that the following persons are appointed to serve as members of the corporation's finance committee for a term commencing January 1, 2023 and ending December 31, 2023 or until their successors are appointed:

Steve Schuler, Chair  
Warren R. Madden  
David Spalding  
Eric Peterson  
Jill Klindt  
Sr. Vice President for Operations and Finance



**Attachment B  
Annexation Plat and Legal Description**

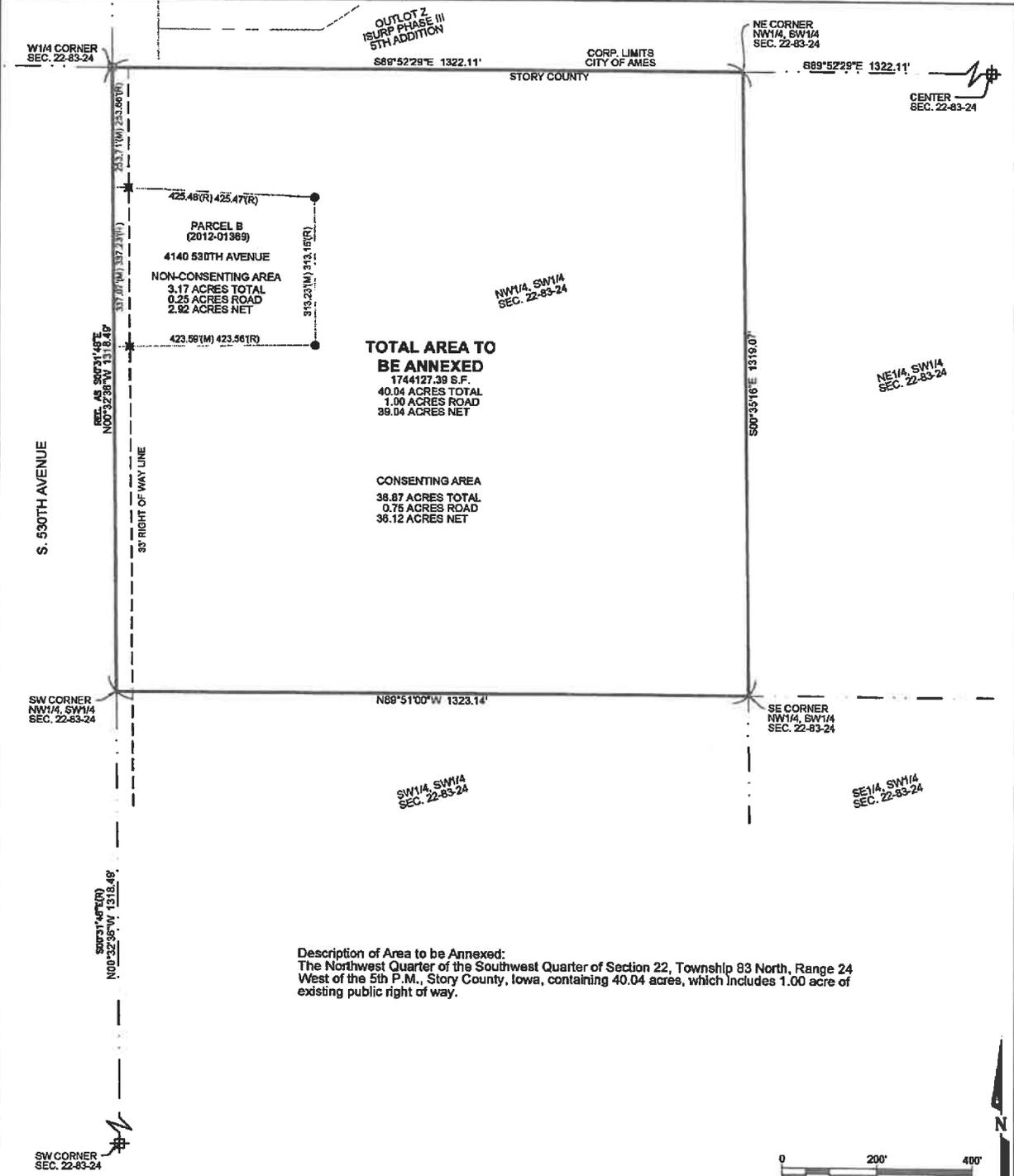
# ANNEXATION PLAT

**LOCATION:** THE NW1/4, SW1/4 OF SECTION 22-83-24  
STORY COUNTY, IOWA

**PROPRIETORS:** PARCEL B (NON-CONSENTING):  
STEVEN C. & JOYCE M. WRIGHT  
CONTRACT BUYERS: KYLE W. & RENDEE R. CLARK

REMAINDER (CONSENTING)  
IOWA STATE UNIVERSITY RESEARCH PARK

**PREPARED BY:** R. BRADLEY STUMBO, PLS #17161  
STRAND ASSOCIATES, INC.  
AMES, IA 50010  
515-233-0000



SW CORNER  
SEC. 22-83-24

**STRAND ASSOCIATES**  
Strand Associates, Inc.  
414 South 17th Street, Suite 107  
Ames, Iowa 50010  
Phone: (515) 233-0000  
FAX: (515) 233-0103

I hereby certify that this land surveying document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

*R. Bradley Stumbo*  
R. BRADLEY STUMBO, PLS  
License number 17161  
My license renewal date is December 31, 2025.

5/29/2025  
DATE





**Attachment C  
Annexation Territory Map**

Planning and Housing Department

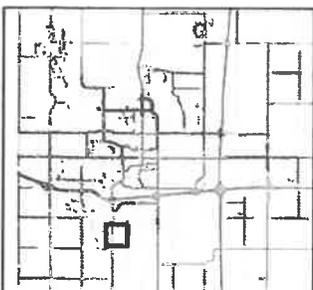
515.239.5400 *main*

515 Clark Ave. P.O. Box 811

515.239.5404 *fax*

Ames, IA 50010  
[www.CityofAmes.org](http://www.CityofAmes.org)

# Annexation Area

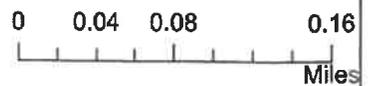


## Legend

- City of Kelley Two Mile Urbanized Area
- Ames Corporate Limits

### Annexation Area

- Consenting
- Nonconsenting
- Parcels





**Secondary Road Department**  
Darren R. Moon, P.E. County Engineer

**Road Department**  
**Quarterly Board Report**  
**7-15-2025**

**Maintenance Work Update:**

The spring thaw did not have a big impact on our gravel roads this year and we have only had a few heavier rain events this spring with some minor flooding to deal with. We completed our contract rock hauling in the north central part of the county and we continue to haul rock with our own trucks. Shoulder mowing on pavements was completed in June and we have started to mow our gravel roads.

**Construction Project Updates:**

	<u>Cost</u>	<u>Status</u>
6 projects in 2025:		
E15 Asphalt Overlay	\$ 729,434 - FA funds	Let
E41 Asphalt Overlay	\$ 622,262 - FM	Let
150 <sup>th</sup> St. Skunk River Bridge	\$ 1,233,758 – FA	Started
325 <sup>th</sup> St. Maxwell Bridge	\$ 514,450 – Grant	Let
Milford 24 Bridge	\$ 423,735	Started
Stagecoach Rd Box Culvert	\$ 99,951	Started

**Construction Project Design:**

-The 325<sup>th</sup> St. Maxwell bridge replacement project was let and construction will take place in 2025. Letters were sent to landowners in the area informing them about the upcoming road closure and detour routes. There is no indication yet from the contractor, PCI, on a start date.

-Design work continues on our next federally funded bridge on 220<sup>th</sup> St. in Nevada Twp., Sec. 2. This bridge is on track to be let in November of 2025 with construction in 2026.

**150<sup>th</sup> St. Bridge Back Open:**

Our 2025 bridge inspections have been completed and we just received the written report. We have updated our bridge load posting map and the resolution to set these new load limits is on the board agenda today. We were able to complete the repairs to the 150<sup>th</sup> St. bridge south of McCallsburg that was closed as a result of the inspections. The bridge is now back open to traffic.

**Federal Transportation Bill: -Infrastructure Investment and Jobs Act – IIJA**

**-ICEA Grants Committee update:**

--SS4A: (Safety) Story County Safety Action Plan should be completed in July. Once received, we can discuss applying for projects such as North Dakota, there is a \$2.5 million minimum project threshold.

--CHBP: Story County has a bridge included in a statewide application for 33 bridges. Our bridge replacement project is located on 115<sup>th</sup> St. in Howard Section 11 and is estimated to cost \$700,000. This bridge will be tied to a project in Warren County if the grant is approved.

--HSIP: We received a grant for \$50,000 to purchase portable traffic lights and they are to be shared with Boone County. We should receive the lights in July.

**DOT Construction:**

The Hwy 210 bridge over I-35 was closed earlier this year and is scheduled to be closed for the rest of the year. This is adding a lot of extra traffic on some gravel roads in the area so these roads will require extra maintenance all year. Our motor grader operator in this district was out on leave all spring so we have had to have other operators help cover this district in his absence.

**Plow Truck Orders:**

We have still not received the dump truck that we ordered three and a half years ago so we will have to carry those LOST budgeted funds over to FY26. We are being told that we should receive this truck soon and may see the other two trucks that we ordered from them before winter. We are still looking at some other truck options and brands to try to get back on track with our truck replacements.

**City of Ames Sewer Line Projects:**

This project has been completed and 550th Ave. is back open to all traffic. The gravel road was essentially rebuilt so it will take some time for all of the new rock to settle in.

**Main Shop Expansion Project:**

Our department has a main shop expansion project budgeted in the CIP for FY26. We have worked with the architect to draft preliminary plans and plan to start finalizing the design soon. We currently do not have a meeting/lunchroom or a heated truck wash bay for our maintenance department and this project would address those issues.

**Salt Letting:**

We participate in the DOT salt letting each spring to establish a vendor for our salt deliveries for the next winter. We only received one bid which was three times the amount that we paid this past winter. We rejected the bid and are in the process of working with the DOT to possibly purchase salt directly from them on an as needed basis. We have enough salt on hand now to get us through a very mild winter but it is likely that we will need some additional salt toward the end of next winter.

**New Employee:**

We hired a new Equipment Operator 1 to fill an open position. Corbin Jones started on June 23<sup>rd</sup>.



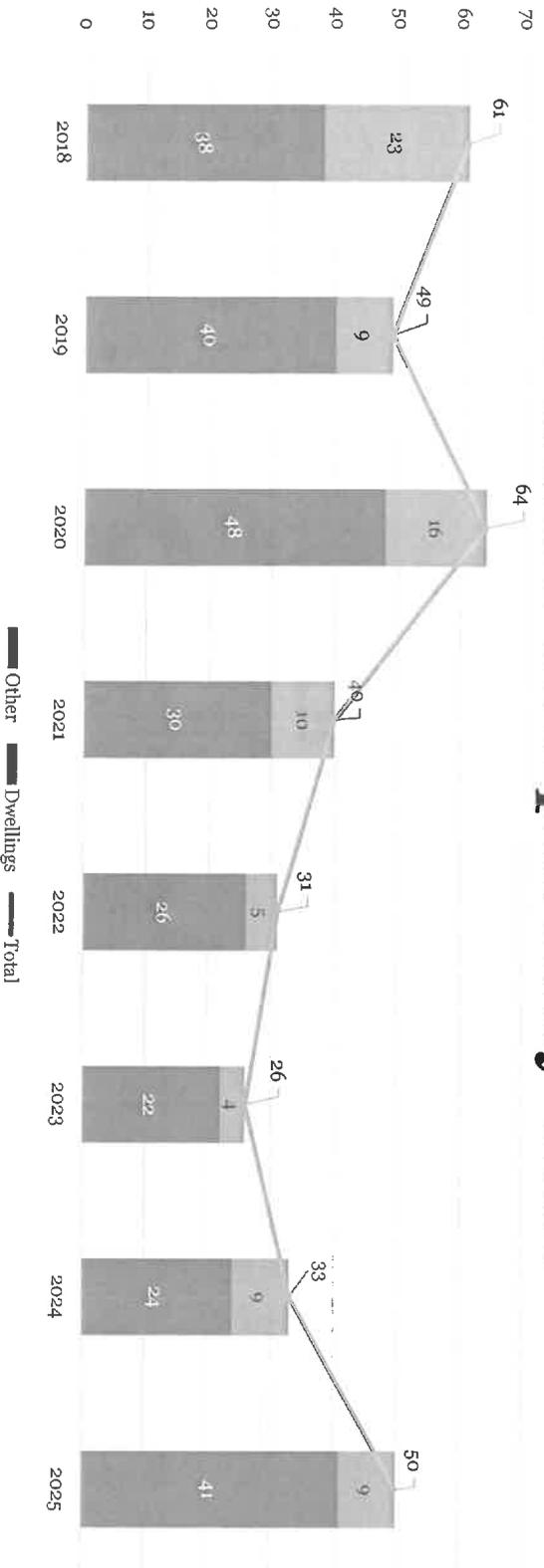
**Board of Supervisors**

**Planning and Development Department**

**Quarterly Report - Second Quarter 2025**

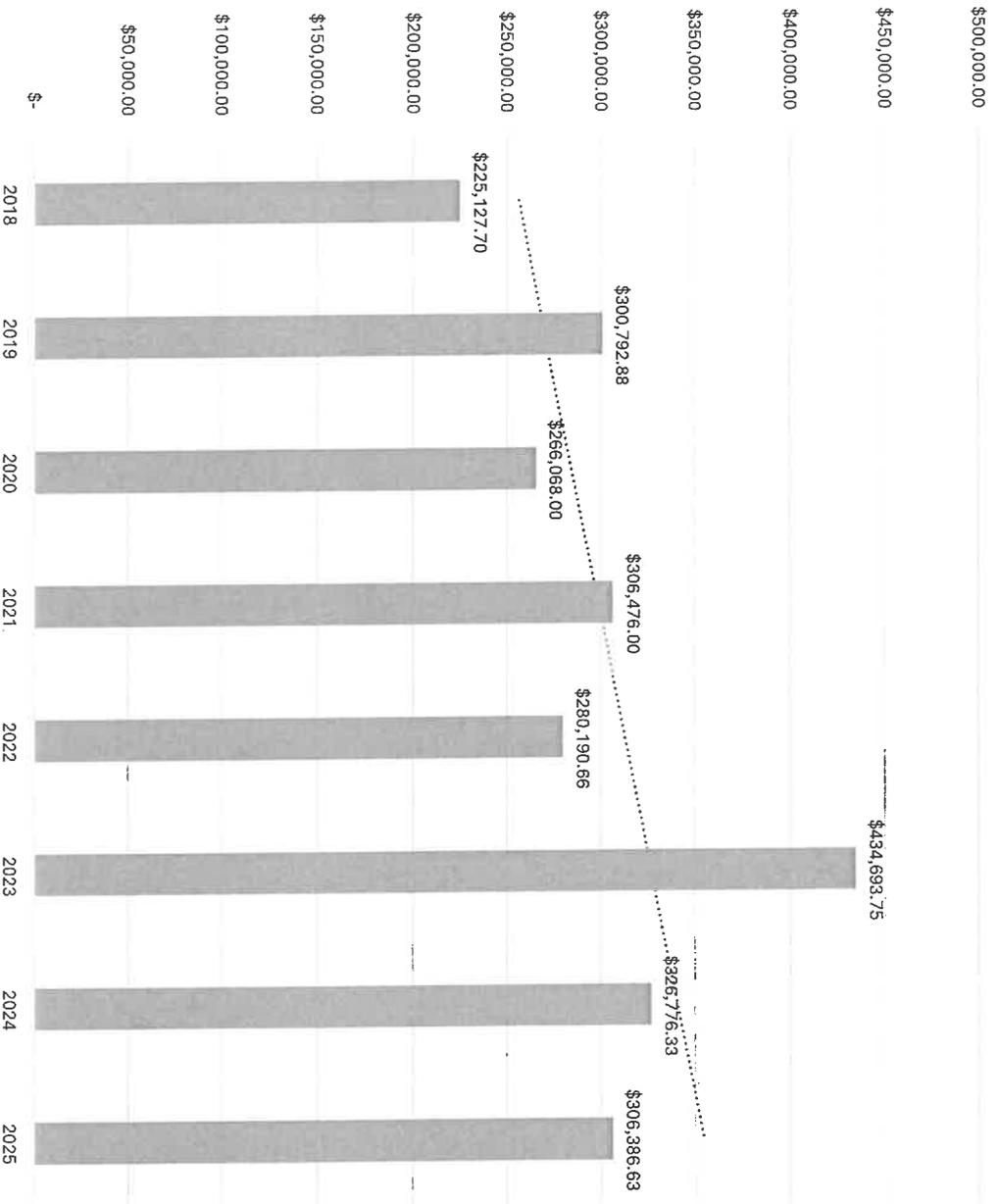
**Presented on Tuesday, July 15, 2025**

## Second Quarter Preliminary Zoning Permits Compared by Year

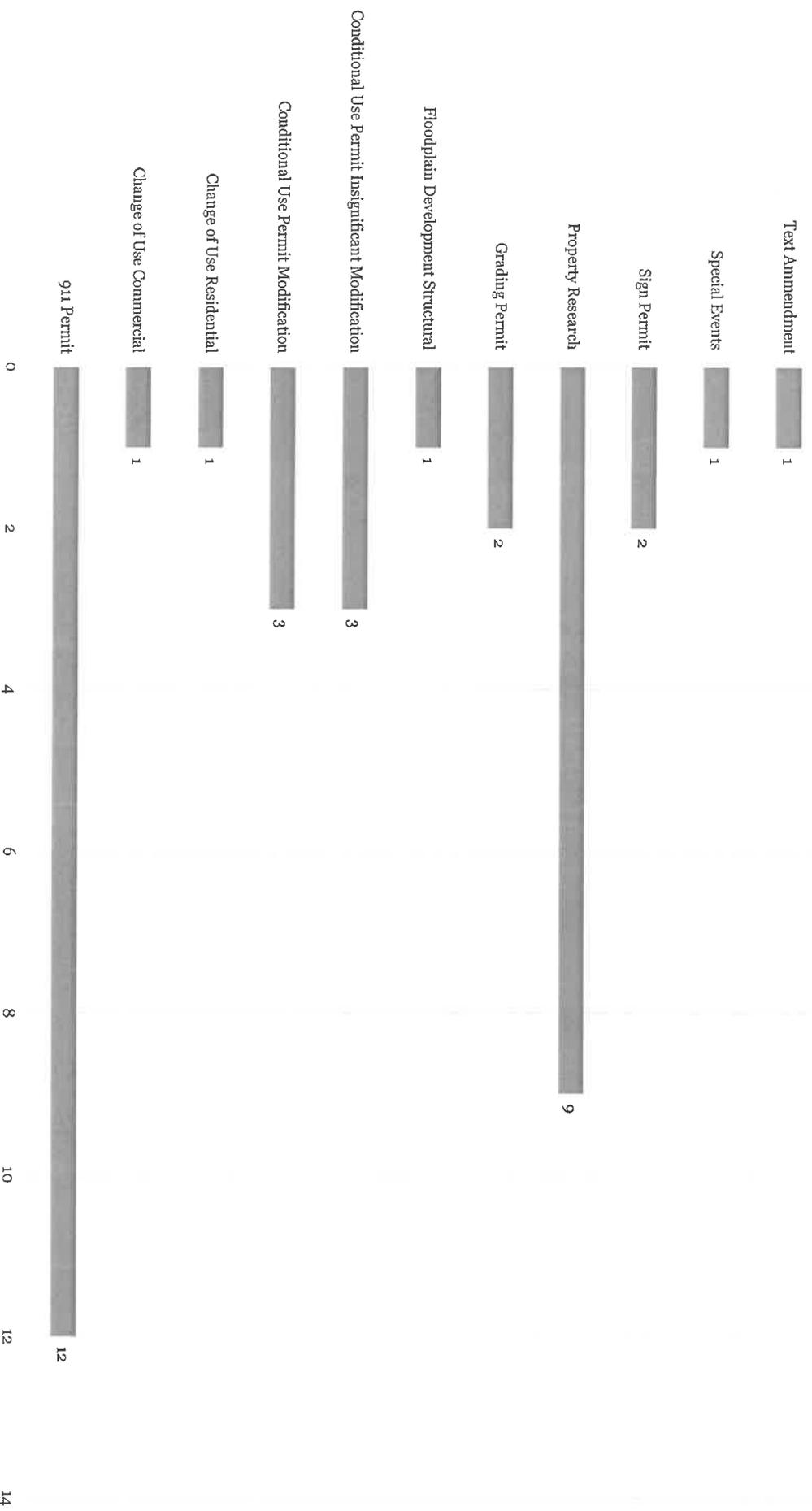


- Other includes accessory structures (8), Morton/storage buildings (14), garages (7), gazebos (2), fence (4), and electrical control building, and solar systems (3)
- **Average dwelling value for second quarter 2025 is \$306,386.63.**
  - Was \$326,776.33 in 2024, \$434,693.75 in 2023, \$280,190.66 in 2022, \$306,476.00 in 2021, \$266,068 in 2020, \$300,792.88 in 2019, and \$225,127.7 in 2018)

# Second Quarter Average Dwelling Value Compared by Year



# Other Permits for Second Quarter 2025



Permit Type	Total Issued		Permit Fees	
	2025	2024	2025	2024
911 Permit	12	8	\$1,791.25	\$897.36
Agricultural Exemption	4	1	N/A	N/A
Change of Use	2	0	\$200.00	\$-
Conceptual Review	2	5	N/A	N/A
CUP Modifications	6	3	\$920.25	\$153.39
Floodplain Development Non-Structural Permit	0	11	\$-	\$1,455.39
Floodplain Development Structural Permit	1	1	\$204.50	\$230.06
Grading Permit	2	3	\$60.00	\$90.00
Property Research	9	4	\$760.15	\$91.34
Sign Permit	2	1	\$75.00	\$-
Special Events Permit	1	1	\$51.13	\$51.13

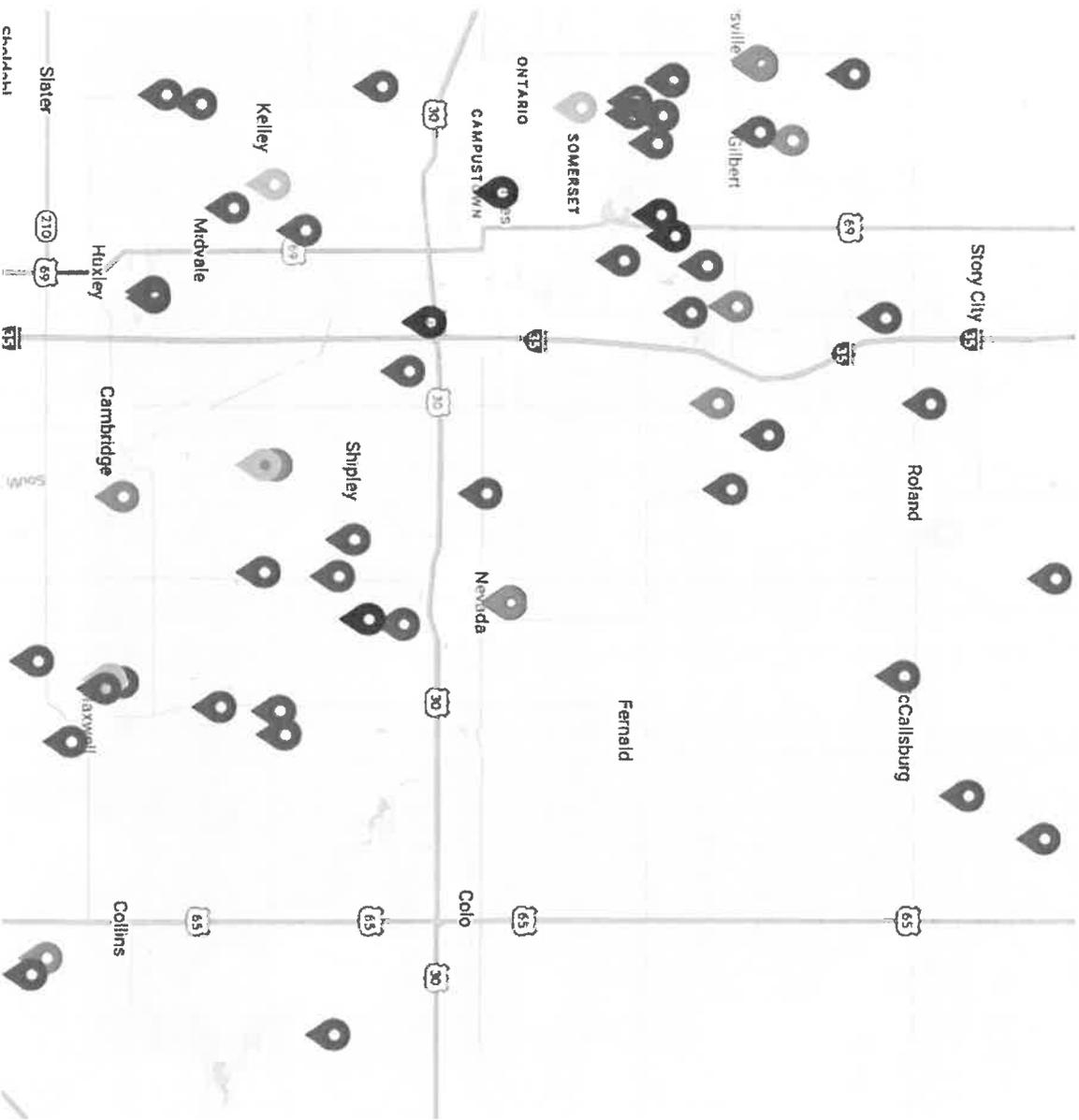
# Other Applications

## Total Issued

## Permit Fees

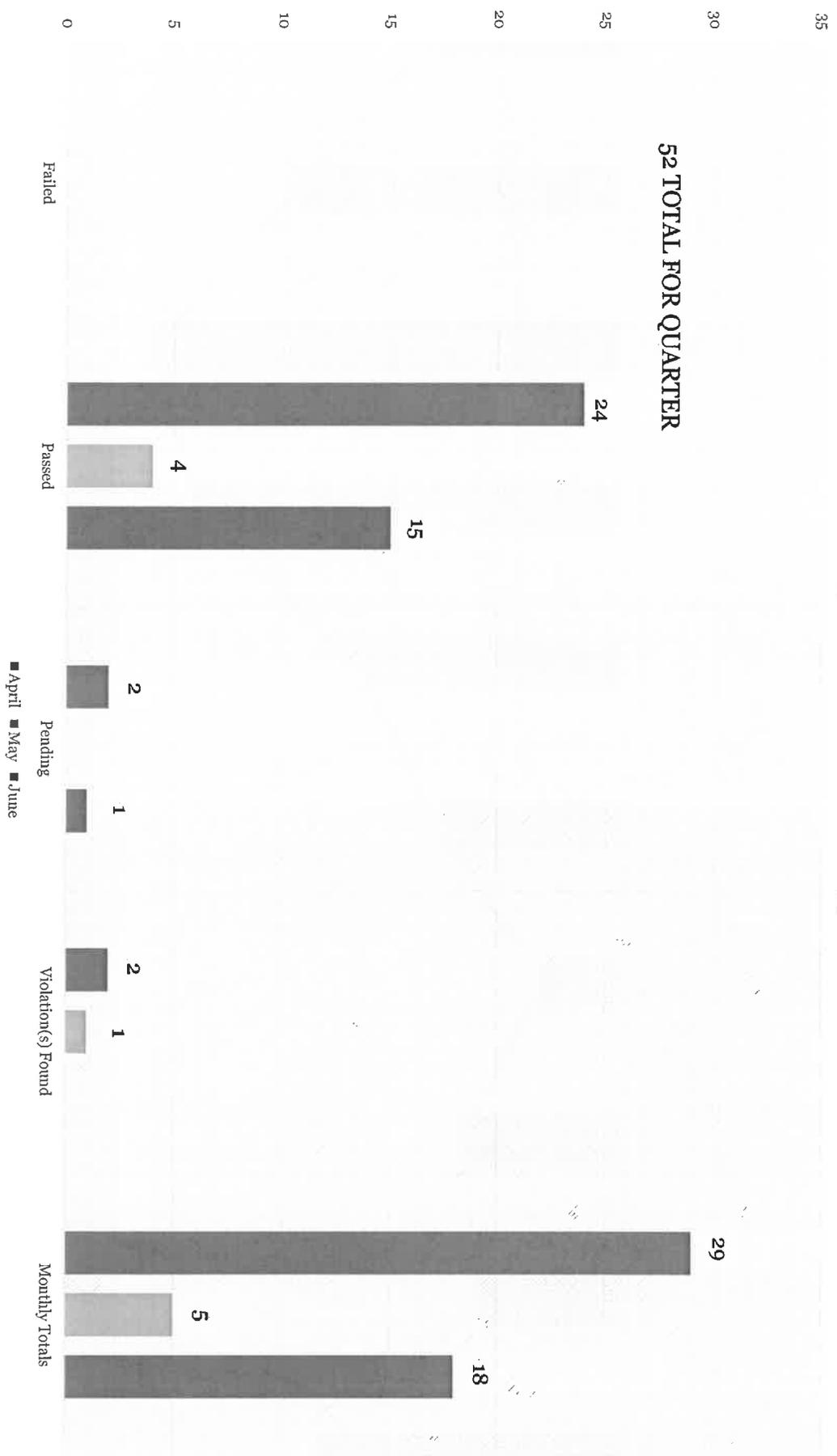
# Map of Second Quarter 2025 Permits

- Grading Permit
- External Sign (Free-Standing)
- Insignificant Modification
- Property Research
- 911 Permit
- Conditional Use Permit Modification
- All Others
- Residential





# Second Quarter Inspections





# Enforcement

## Active Enforcement Cases

- Construction without permits – 4 structures with letters out
- Junk/Salvage Yard (without permits) – 6 active; 1 closed out with an approved Schedule of Compliance
  - 1 with citation from court
  - 1 court decision with June 30<sup>th</sup> deadline
  - 2 working on voluntary compliance
  - Complaints: 1 would not receive certified mail, 1 investigation started

## Pending Enforcement

- Expired conditional use permit and temporary permits
- Uses of property without permits – following up on all conceptual reviews since 2020.

# PZC/BOA Items

## *Planning and Zoning Commission*

### April

- Canceled Due to Lack of Agenda Items

### May

- Joint Work-Session with BOS
- Review And Discussion Of The FY26 Planning And Development Work Program

- Discussion and Consideration of Case Number TA25-000002 - Golf Course Definition
- Discussion and Consideration of Case Number CUP25-000009 - Oxygen Fitness
- Discussion and Consideration of OZM25-000001 – Manat’s Rezoning Request

### June

- Consideration and Recommendation on FY26 Planning and Development Work Program
- Floodplain Management Learning Moment

## *Board of Adjustment*

### April

- V25-000001 Hockings Variance Request Findings of Fact – Tabled on March 19, 2025
- Discussion and Consideration of Request for Rehearing for V25-000001: Hockings Variance Request

### May

- Consideration of Revised Calendar for 2025
- Discussion and Consideration of Case Number CUP25-000009 Oxygen Fitness

### June

- Floodplain Management Learning Moment

\*Transitioned both meetings to Teams\*

# Board of Supervisors

## April

- Quarterly Report
- Coughenour RPS

## May

- Joint Worksession
- Text Amendment for Cabins in Golf Courses
- Manatt's rezoning request
- Economic Development Process and Policies
- Borgmeyer Trust Annexation to Ames

## June

- Annexation (Ames) along 13<sup>th</sup> Street
- Debris Site Management Plan
- Temporary Moratorium Work Program
- Ophir Investments, LLC Annexation to Ames

# Other Activities

- 19 Plats of Survey and Retracement Plats
- Public Inquiries
  - ~50 members of public
- Housing Action Plan
  - MOU with SCHAT for Pilot Program
- Online Permitting Transition to GeoPermits Underway
- Debris Management Site Planning
  - Update from SHPO
- Economic Development Process and Policies Amendments
- Staffing
- FY26 Work Program Adoption
- Temporary Moratorium
- Building Code Implementation Plan
- Quotes for Enforcement Property
- Legislation
- Enforcement