

The Board of Supervisors met on 10/12/21 at 10:00 a.m. in the Story County Administration Building. Lisa Heddens, Latifah Faisal, and Linda Murken, with Heddens presiding. (all audio of meetings available at storycountyia.gov). **SPECIAL NOTE TO THE PUBLIC:** this meeting is also being offered via Zoom.

Heddens read a statement from the Board: Brad Tendall of Secondary Roads passed away on Sunday. She reported on Tendall's service for Secondary Roads; his radio call number will be retired. The Board's thoughts and prayers go out to the Tendall family. A moment of silence was observed in honor of Brad Tendall.

**ADOPTION OF AGENDA:** Heddens made a correction on the Consent Agenda to correct the township listed in road closure #22-18. Faisal moved, Heddens seconded adopting the agenda with noted correction. Motion carried unanimously (MCU) on a roll call vote.

**MINUTES:** 10/5/21 Minutes – Murken moved, Faisal seconded the approval of the minutes as presented. Roll call vote. (MCU)

**PERSONNEL ACTIONS:** 1) new hire, effective 10/12/21, for a) Planning & Development for Trae Meyer @ \$11.00/hr; 2) pay adjustment, effective 10/10/21, for a) Board of Supervisors for Leanne Harter @ \$3,448.40/bw. Faisal moved, Murken seconded the approval of Personnel Action. Roll call vote. (MCU)

**CLAIMS:** 10/14/21 Claims of \$349,670.34 (run date 10/8/21, 30 pages, on file in the Auditor's Office) and authorize the Auditor to issue checks in payments of these claims and payment requests from Central Iowa Drug Task Force (\$75.38), BooSt School Ready (\$1,227.49), BooST Early Childhood (\$6,438.24), Emergency Management (\$14,094.38), E911 (\$31,297.11), County Assessor (\$623.22), Ames City Assessor (\$15,019.07), and Central Iowa Community Services (\$321,489.17). Murken moved, Faisal seconded the approval of Claims as presented. Roll call vote. (MCU)

Faisal moved, Murken seconded the approval of Consent Agenda with the noted change.

1. State Plan of Operation (SPO) between the State of Iowa and Story County Sheriff's Office
2. The purchase of five (5) new vehicles for the Sheriff's Office from Karl Chevrolet, totaling \$188,958.40
3. The Statement of Completion and Final Acceptance of Work for the paving project on the Heart of Iowa Nature Trail (HOINT) between 560<sup>th</sup> Avenue and the bridge over the South Skunk River
4. Second Application from The Bridge Home for Emergency Rent and Utility Assistance to prevent homelessness in response to the expiration of the eviction moratorium and the negative economic impacts of COVID-19 for \$25,000.00
5. Resolution #22-30, Setting Date and Time for a Public Hearing for 10/19/21 for Ordinance No. 297 Amending Chapter 86 - District Requirements, and Chapter 85.08 - Definitions
6. Resolution #22-31, Setting Date and Time for a Public Hearing for 10/19/21 for Resolution #21-32 Ames Urban Fringe Plan - Land Use Frame Work Map Amendment for 2105 and 2421 Dayton Avenue
7. Road Closure Resolutions: #22-15, 22-16, 22-17, 22-18
8. Utility Permit: #22-5953

Roll call vote. (MCU)

**SECOND CONSIDERATION OF ORDINANCE NO. 296, AMENDING CHAPTER 89 – HOME BUSINESSES AND SIGNS, CHAPTER 85.08 – DEFINITIONS, AND 92.10 – REQUIRED PERMITS, OF THE STORY COUNTY LAND DEVELOPMENT REGULATIONS, OF THE STORY COUNTY CODE OF ORDINANCES:** Amelia Schoeneman, Planning and Development Director, reported on the second consideration. No additional public comments received, and she recommends waiving third reading. Heddens opened the public hearing at 10:06 a.m., and, hearing none, she closed the public hearing at 10:06 a.m. Murken moved, Faisal seconded approval of Ordinance No. 296, Amending Chapter 89-Home Businesses and Signs, Chapter 85.08-Definitions, and 92.10-Required Permits of the Story County Land Development Regulations of the Story County Code of Ordinances on Second Consideration and Waives Third Consideration. Roll call vote. (MCU)

**ENGINEER'S QUARTERLY REPORT:** Darren Moon reported on maintenance efforts, construction projects, funding, supply issues and higher prices, and staffing. He thanked the Board for the recognition of Brad Tendall's passing and his service to the County. Moon stated Tendall will be greatly missed; his thoughts and prayers go out to the Tendall family.

**STORY COUNTY QUARTERLY FINANCIAL REPORT:** Lisa Markley, Assistant Auditor, reported on fund balances, expenditures to date, and revenues.

**RECOMMENDATION BY STORY COUNTY BOARD OF HEALTH (BOH) THAT THE BOARD OF SUPERVISORS IMPLEMENT MANDATORY COVID-19 VACCINATIONS OR ROUTINE TESTING FOR STORY COUNTY EMPLOYEES:** Heddens reported on the letter received from the BOH recommending all county employees submit a verification of vaccination or submit results of a weekly COVID test in the interest of public health. At this point, there is no guidance from the federal Occupational Safety and Health Administration (OSHA). Alissa Wignall, Human Resources and Internal Operations Director, reported the BOH questioned what other counties have implemented. She anticipates federal guidance may become available by mid-October. She reported on concerns regarding implementation without guidance. Discussion took place. Faisal stated she understands the reasoning; the Board has safety measures in place and moving forward without guidance is concerning. Murken agreed. Heddens reiterated the concerns raised in the BOH meeting. Murken stated she appreciates the recommendation from the BOH, and guidance will be forthcoming. Faisal agreed. Faisal moved, Murken seconded not to move forward with the BOH recommendation at this time. Roll call vote. (MCU)

**UPCOMING AGENDA ITEMS:** Murken noted an upcoming work session for the American Rescue Plan applications.

**PUBLIC FORUM #2:** Heddens read from Zoom chat: the federal Centers for Disease Control (CDC) recommends mask wearing.

**LIAISON ASSIGNMENTS, COMMITTEE MEETINGS UPDATES, AND ANNOUNCEMENTS FROM THE SUPERVISORS:** The Board members all reported on upcoming meetings.

Murken moved, Faisal seconded to adjourn at 10:55 a.m. Roll call vote. (MCU)

Story County Board of Supervisors  
Meeting Agenda  
Administration Building  
900 6th St., Nevada, IA  
10/12/21

1. SPECIAL NOTE TO THE PUBLIC: This Meeting Is Also Being Offered Via Zoom.  
**Members of the public can participate by using the information below:**

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

Visit [HTTPS://WWW.ZOOM.US/](https://www.zoom.us/)

Click on "Join A Meeting" and use the Zoom Meeting ID 981 7092 0243 and Password 446094

**To join the meeting by telephone:**

Dial (312) 626-6799, then enter Webinar ID 981 7092 0243, Password 446094

Please visit [WWW.STORYCOUNTYIOWA.GOV/92/BOARD-OF-SUPERVISORS](http://WWW.STORYCOUNTYIOWA.GOV/92/BOARD-OF-SUPERVISORS)

for more information on how to participate in meetings of the Story County Board of Supervisors.

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. AGENCY REPORTS:

7. CONSIDERATION OF MINUTES:

- I. 10/5/21 Minutes

Department Submitting Auditor

8. CONSIDERATION OF PERSONNEL ACTIONS:

- I. Action Forms

1) new hire, effective 10/12/21, for a) Planning & Development for Trae Meyer @ \$11.00/hr; 2) pay adjustment, effective 10/10/21, for a) Board of Supervisors for Leanne Harter @ \$3,448.40/bw

Department Submitting HR

9. CONSIDERATION OF CLAIMS:

- I. 10/14/21 Claims

Department Submitting Auditor

Documents:

CLAIMS 101421.PDF

10. CONSENT AGENDA:

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

I. Consideration Of State Plan Of Operation (SPO) Between The State Of Iowa And Story County Sheriff's Office

Department Submitting Sheriff

Documents:

SOP.PDF

II. Consideration Of The Purchase Of Five (5) New Vehicles For The Story County Sheriff's Office From Karl Chevrolet Totaling \$188,958.40

Department Submitting Auditor

Documents:

VEHICLE PURCHASE.PDF

III. Consideration For The Statement Of Completion And Final Acceptance Of Work For The Paving Project On The Heart Of Iowa Nature Trail Between 560th Avenue And The Bridge Over The South Skunk River

Department Submitting Conservation

Documents:

HOINT P2 FINAL ACCEPTANCE.PDF

IV. Consideration Of Application From The Bridge Home For Emergency Rent And Utility Assistance To Prevent Homelessness In Response To The Expiration Of The Eviction Moratorium And The Negative Economic Impacts Of COVID-19 - \$25,000 – 2nd Application

Department Submitting Board of Supervisors

Documents:

BRIDGE HOME.PDF

V. Consideration Of Resolution #22-30, Setting Date And Time For A Public Hearing For October 19, 2021, For Ordinance 297 Amending Chapter 86 - District Requirements, And Chapter 85.08 - Definitions

Department Submitting Planning and Development

Documents:

RESOLUTION 22 30.PDF

- VI. Consideration Of Resolution #22-31 Setting Date And Time For A Public Hearing For October 19, 2021, For Resolution #21-32 Ames Urban Fringe Plan - Land Use Frame Work Map Amendment For 2105 And 2421 Dayton Avenue

Department Submitting Planning and Development

Documents:

RESOLUTION 22 31.PDF

- VII. Consideration Of Road Closure Resolution(S): #22-15, 22-16, 22-17, 22-18  
Consent

Department Submitting Engineer

Documents:

RC 22 15.PDF  
RC 22 16.PDF  
RC 22 17.PDF  
RC 22 18.PDF

- VIII. Consideration Of Utility Permit(S): #22-5953  
Consent

Department Submitting Engineer

Documents:

UT 22 5953.PDF

11. PUBLIC HEARING ITEMS:

- I. Second Consideration Of Ordinance #296, Amending Chapter 89 – Home Businesses And Signs, Chapter 85.08 – Definitions, And 92.10 – Required Permits, Of The Story County Land Development Regulations, Of The Story County Code Of Ordinances – Amelia Schoeneman

Department Submitting Planning and Development

Documents:

STAFF MEMO.PDF  
ORDINANCE NO 296.PDF

12. ADDITIONAL ITEMS:

- I. Discussion And Consideration Of A Request For Proposal (RFP) For A Feasibility Study And Engineering Services For Administration Building Generator Up-Grade,

*removed & didn't reprint agenda*

Approximately \$36,000.00 (Budgeted) - Joby Brogden

Department Submitting Facilities Management

Documents:

ADMINISTRATION BUILDING GENERATOR FEASIBILITY REQUEST.PDF

- II. Discussion And Consideration Of Recommendation By Story County Board Of Health That The Board Of Supervisors Implement Mandatory COVID-19 Vaccinations Or Routine Testing For Story County Employees - Dr. Paschen, Board Of Health Chair

Department Submitting Board of Health

Documents:

BOH.PDF

### 13. DEPARTMENTAL REPORTS:

- I. Engineer Quarterly Report - Darren Moon

Department Submitting Auditor

Documents:

ENG QTR.PDF

### 14. OTHER REPORTS:

- I. Story County Quarterly Financial Report - Lisa Markley

Department Submitting Auditor

Documents:

QUARTERLY FINANCIAL REPORT FY22.PDF

### 15. UPCOMING AGENDA ITEMS:

#### 16. PUBLIC FORUM #2:

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

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

#### 18. 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

10/12/21

NAME

ADDRESS

Amelia Schreinemann

P.O.D

Sandra P

BoS

Sten Andersen

ScAO



Memorandum

To: Story County Board of Supervisors  
Through: Michael D. Cox, Director  
From: Patrick Shehan, Special Projects Ranger  
Date: October 12, 2021  
Re: Consideration of the Statement of Completion and Final Acceptance of Work for the paving project on the Heart of Iowa Nature Trail between 560<sup>th</sup> Avenue and the bridge over the South Skunk River.

The attached form is the Statement of Completion and Final Acceptance of Work to end this paving project on the Heart of Iowa Nature Trail between 560<sup>th</sup> Avenue and the bridge over the South Skunk River. The IDOT, Engineers with Snyder and Associates and SCCB Staff have reviewed all work completed and agree to accept.

Staff recommends your approval.

  
Approval

\_\_\_\_\_  
Disapproval

10-12-21  
Date

\_\_\_\_\_  
Date



### STATEMENT OF COMPLETION AND FINAL ACCEPTANCE OF WORK

Contractor HOWREY CONSTRUCTION, INC. Letting Date 04-21-2020  
 Work Type PCC SIDEWALK/TRAILS Contract ID 85-C085-154  
 Accounting ID(s) 36826  
 Project Number(s) TAP-R-C085(154)--8T-85

Additional Comments  
 \_\_\_\_\_

Type of Contract

- Specified Start Date \_\_\_\_\_
- Approximate Start Date \_\_\_\_\_
- Late Start Date 6/22/2020
- Completion Date Contract \_\_\_\_\_

Site No.(s)	00				
Working Days Specified:	75				
Working Days Charged:	73				
Closure Days Specified:					
Closure Days Charged:					

Actual Start Date 6/22/20  
 Field Completion Date 9/2/2021

Recommended for Acceptance	Iowa DOT Contract Acceptance
Signature <u>[Signature]</u> Project Engineer	Signature _____ District Construction Engineer
Date <u>9/9/2021</u>	Date _____

**Approved and Work Accepted on Behalf of the Board of Supervisors of**

Storj County this 12<sup>th</sup> Day of October, 2021 Year  
 Signature [Signature]  
 County Engineer Supervisor

**For Central Office Use Only**

Recorded Finance       Recorded Construction & Materials

**NOTE: On county administered projects, the County Engineer is required to sign "Recommended for Acceptance" and "Approved and Work Accepted on Behalf of the Board of Supervisors".**

Project Engineer – Send original to District      District – Forward original to Office of Construction & Materials and copy to Project Engineer.

## State Plan of Operation (SPO) between:

### **The State of Iowa** and the

*(State/United States Territory)*

Story County Sheriff's Office

*Law Enforcement Agency (LEA)*

**1) PURPOSE** This State Plan of Operation (SPO) is entered into between the State/United States (U.S.) Territory and Law Enforcement Agency (as identified above), to set forth the terms and conditions which will be binding on the parties with respect to Department of Defense (DoD) excess personal property conditionally transferred pursuant to 10 USC § 2576a, in order to promote the efficient, expeditious transfer of property and to ensure accountability of the same.

**2) AUTHORITY** The Secretary of Defense (SECDEF) is authorized by 10 USC § 2576a to transfer to Federal and State Law Enforcement Agencies (LEAs), personal property that is excess to the needs of the DoD, including small arms and ammunition, that the Secretary determines is suitable to be used by such agencies in law enforcement activities, with preferences for counter-drug/counter-terrorism, disaster-related emergency preparedness or border security activities, under such terms prescribed by the Secretary. The SECDEF has delegated program management authority to the DLA. The DLA Disp Svcs LESO administers the program in accordance with (IAW) 10 USC § 2576a, 10 USC § 280, DoDM 4160.21 and DLAI 4140.11. The DLA defines "law enforcement activities" as activities performed by governmental agencies whose primary function is the enforcement of applicable federal, State, and local laws and whose compensated law enforcement officers have powers of arrest and apprehension.

**3) GENERAL TERMS AND CONDITIONS** "DoD excess personal property" also known as "items", "equipment", "program property", or "property". "DLA Disposition Services Law Enforcement Support Office" also known as "1033 Program", "LESO Program", "the program", or "LESO". "State or U.S. Territory" also known as "the State", "State Coordinator (SC)", "State Point of Contact (SPOC)", or "SC/SPOC". "Law Enforcement Activities" also known as "agencies in law enforcement activities", "Law Enforcement Agency (LEA)", "program participant", or "State/LEA".

a) Property made available under this agreement is not for personal use and is for the use of authorized program participants only. All requests for property shall be based on bona fide law enforcement requirements. Authorized participants who receive property from the program will not loan, donate, or otherwise provide property to other groups or entities (i.e., public works, county garage, schools, etc.) that are not otherwise authorized to participate in the program. Property will not be obtained by program participants for the purpose of sale, lease, loan, personal use, rent, exchange, barter, transfer, or to secure a loan. To receive such property, on an annual basis the LEA shall certify that they have:

i) Obtained authorization of the relevant local governing body authority (i.e., city council, mayor, etc.).

ii) Adopted publicly available protocols for the appropriate use of controlled property, the supervision, and the evaluation of the effectiveness of such use, including auditing and accountability policies.

iii) Annual training in place and provides it to relevant personnel on the maintenance, sustainment, and appropriate use of controlled property, including respect for the rights of citizens under the Constitution of the U.S. and de-escalation of force.

b) All costs associated with the transportation, turn-in, transfer, repair, maintenance, insurance, disposal, repossession or other expenses related to property are the sole responsibility of the State/LEA. The State/LEA shall also be responsible to reimburse the U.S Government (USG) for costs incurred in retrieving and/or repossessing property impermissibly transferred by the State/LEA to unauthorized participants.

c) The State/LEA will maintain and enforce regulations designed to impose adequate security and

accountability measures for controlled property to mitigate the risk of loss or theft of property. Program participants shall implement controls to ensure property made available under this agreement is used for official law enforcement use only. The State/LEA shall take appropriate administrative and/or disciplinary action against individuals that violate provisions of the Memorandum of Agreement (MOA) between the Federal Government and the State/U.S. Territory and/or this SPO, including unauthorized use of property.

d) All property transferred to the State/LEA via the program is on an as-is, where-is basis.

e) LESO reserves the right to recall property issued to a State/LEA at any time.

f) General use of definitions/terms:

i) Demilitarization (DEMIL code)-a code assigned to DoD property that indicates the degree of required physical destruction, identifies items requiring specialized capabilities or procedures, and identifies items which do not require DEMIL but may require Trade Security Controls (TSC). Program participants are not authorized to conduct physical demilitarization of property.

ii) "Controlled property"-items with a DEMIL code of B, C, D, E, F, G, and Q (with an Integrity Code of "3"). Title and ownership of controlled property remains with the DoD in perpetuity and will not be relinquished to the State/LEA. When a State/LEA no longer has a legitimate law enforcement use for controlled property, they shall notify the LESO and the property will be transferred to another program participating State/LEA (via standard transfer process) or returned to DLA Disp Svcs for disposition.

iii) "Non-controlled" property"-items with a DEMIL code of A or Q (with an Integrity Code of "6"). These items are conditionally transferred to the State/LEA and will remain on State/LEA accountable inventory for one year from the ship date. However, after one year from the ship date, DLA will relinquish ownership and title for the property to the State/LEA without issuance of further documentation. During this one year period, the State/LEA remains responsible for the accountability and physical control of the property and the LESO retains the right to recall the property. Participants should return any property in this one year period that becomes excess to their needs or they otherwise determine is not serviceable.

(1) The LEA receives title and ownership of DEMIL "A" and "Q6" property as governmental entities. Title and ownership of this property does not pass from DoD to any private individual or State/LEA official in their private capacity. Such property shall be maintained and ultimately disposed of IAW provisions in State and local laws that govern public property.

(2) Sales/gifting of DEMIL "A" and "Q6" property after one year from the ship date inconsistent with State/local law may constitute grounds to deny future participation in the program.

(3) After one year from ship date, DEMIL "A" and "Q6" property may be transferred, cannibalized for usable parts, sold, donated, or scrapped.

(4) Once the property is no longer on the LEA accountable inventory, the property is no longer subject to the annual physical inventory requirements and will not be inventoried during a LESO Program Compliance Review (PCR).

g) All physical transfers of property require LESO approval. Program participants will not physically transfer property until the LESO approval process is complete. Program participants may request their SC/SPOC approval to temporarily conditionally loan property to another program participant (if mission requires). If the SC/SPOC approves the temporary conditional loan, it shall be done using an acceptable Equipment Custody Receipt (ECR). At the end of the temporary conditional loan, the item (s) shall be returned to the original LEA for accountability. All requests for conditional loans will be based on bona fide law enforcement requirements.

h) The program may authorize digital signatures on required program documentation.

i) The State/LEA is not required to maintain insurance on controlled property, aircraft or other property with special handling requirements that remain titled to DoD. However, the State/LEA will be advised that if they elect to carry insurance and the insured property is on the program inventory at the time of loss or damage, the recipient will submit a check made payable to DLA for insurance proceeds received in excess of their actual costs of acquiring and rehabilitating the property prior to its loss, damage, or destruction.

**4) STATE PLAN OF OPERATION** The State shall:

a) Assist in training LEAs with enrollment, property requests, transfers, turn-ins, and disposal procedures.

b) Adhere to the requirements outlined in the MOA between the Federal Government and the State/U.S. Territory and ensure MOA amendments or modifications are incorporated into this SPO and program participants are notified and acknowledge responsibility to comply with changes.

c) Submit a SPO to LESO that shall address procedures for determining LEA eligibility, allocation, equitable distribution of property, accountability, inventory, training, and education, State-level internal PCRs, export control requirements, procedures for turn-in, transfer, and disposal and other responsibilities concerning property.

d) Enter into written agreement with each LEA, via the LESO-approved SPO, to ensure program participants acknowledge the terms, conditions, and limitations applicable to property. This SPO must be signed by the current Chief Law Enforcement Official (CLEO) (or designee) and the current SC/SPOC.

e) Provide program participants the following information:

i) The LESO Program State POCs:

State Coordinator (SC): Lieutenant Bryan Guill / guill@dps.state.ia.us

State Point of Contact (SPOC): Sergeant Michael Current / current@dps.state.ia.us

State Point of Contact (SPOC): \_\_\_\_\_

State Point of Contact (SPOC): \_\_\_\_\_

ii) SC/SPOC Facility Information: Iowa Department of Public Safety Fleet and Supply

Physical Mailing Address: 30 NE 48<sup>th</sup> Place Des Moines, IA 50313

Email: 1033program@dps.state.ia.us

Phone Number: 515-281-8170

Website: https://dps.iowa.gov/

Hours of Operation: M-F 08:30 - 4:30PM

iii) Funding to administer the LESO Program at the State-level is provided via:

The Iowa Department of Public Safety

**5) PROPERTY ACCOUNTING SYSTEM** The State will maintain access to Federal Excess Property Management Information System (FEPMIS) (or current property accounting system), to ensure LEAs maintain property books, to include, but not limited to, transfers, turn-ins, and disposal requests from an LEA or to generate these requests at the State-level and forward all approvals to the LESO for action. The State will:

- a) Conduct quarterly reconciliations of State property records.
- b) Ensure at least one person per LEA maintains access to the property accounting system. Users may be “active” or “inactive” in the system, so long as they are registered. Ensure registered users are employees of the State/LEA.
- c) Ensure LEAs receive and account for property in the property accounting system within 30 days.

**6) LESO WEBSITE** The State shall access the LESO website for timely and accurate guidance, information, and links concerning the program and ensure that all relevant information is passed to the program participants.

**7) ANNUAL TRAINING** 10 USC § 280 provides that the SECDEF, in cooperation with the U.S. Attorney General, shall conduct an annual briefing of law enforcement personnel of each State (including law enforcement personnel of the political subdivisions of each State). Individuals who wish to attend are responsible for funding their own travel expenses. The briefing will include information on training, technical support, equipment, and facilities that are available to civilian law enforcement personnel from the DoD. The state shall provide program participants training material as discussed during the annual LESO training which includes information on property management best practices to include (but not limited to) searching for property, accounting for property on inventory, transfer and turn-in of property when it is no longer needed or serviceable.

**8) ENROLLMENT** The LESO shall establish and implement program eligibility criteria LAW 10 USC § 2576a, DLA Instructions and Manuals and this SPO and retains final approval/disapproval authority for application packages forwarded by the State. Non-governmental law enforcement entities such as private railroad police, private security, private academies, correctional departments, prisons, or security police at private schools/colleges are not eligible to participate. Fire departments (by definition) are not eligible to participate and should be referred to the DLA Fire Fighter program administered by USDA. Law enforcement agencies requesting program participation shall have at least one full-time law enforcement officer. Program property may only be issued to full-time/part-time law enforcement officers. Non-compensated reserve officers are not authorized to receive property. State law enforcement training facilities/ academies may be authorized to participate in the program given their primary function is the training of bona fide State/local law enforcement officers. Law enforcement training facilities/academies will be reviewed on a case-by-case basis. The State shall:

- a) Validate the authenticity of state/LEAs that are applying for program participation. Only submit to the LESO those application packages that the SC/SPOC recommends/certifies are government agencies whose primary function is the enforcement of applicable federal, State, and local laws and whose compensated officers have the powers of arrest and apprehension. If the State forwards an unauthorized participant application package, this may result in a formal suspension of the State.
- b) Have sole discretion to disapprove state/LEA application packages in their State. The SC/SPOC should provide notification to the LESO when application packages are disapproved at the State-level.
- c) Ensure that screeners listed in the application package are employees of the LEA. A screener may only screen property for two LEAs. Contractors may not conduct screening on behalf of a LEA.
- d) Make recommendation on what constitutes a “full-time” or “part-time” law enforcement officer.

e) Ensure LEAs update their account information annually, or as needed. This may require the LEA to submit an updated application package. An updated application package shall be submitted for (but is not limited to) the following: a change in CLEO, the addition or removal of a screener, a change in the LEA physical address or contact information, etc.

f) Provide the LEA a comprehensive program overview once approved by the LESO for enrollment. The overview will be done within 90-days of a LEA being approved to participate.

**9) PROPERTY ALLOCATION**

a) The LESO shall:

i) Upon receipt of a SC/SPOC validated request for property through the RTD website, will review and give preference to requisitions indicating that the requested property will be used in the counter-drug, counter-terrorism, disaster-related emergency preparedness, or border security activities of the requesting LEA. Program participants that request vehicles used for disaster-related emergency preparedness, such as high-water rescue vehicles, should receive the highest preference.

ii) Require additional justification for small arms, aircraft, ammunition, and vehicles and to the greatest extent possible, ensure fair and equitable distribution of property based on current LEA inventory and justification for property.

iii) Reserve the right to determine and/or adjust allocation limits, to include the type, quantity and location of property allocated to the State/LEA. Generally, no more than one item (per part-time/full-time officer) will be allocated. Quantity exceptions may be granted by the LESO on a case-by-case basis based on the justification provided by the LEA. Currently, the following allocation limits apply:

- (1) Robots: one (of each type) for every ten officers (full-time/part-time).
- (2) High Mobility Multipurpose Wheeled Vehicle (HMMWV)/Up-Armored HMMWV (UAH): one vehicle for every three officers (full-time/part-time).
- (3) Mine Resistant Ambush Protected (MRAP) / Armored Vehicles: two vehicles per LEA.
- (4) Small arms: one (of each type) per officer (full-time/part-time).

(a) LESO may authorize over allocations of small arms in preparation for inevitable scenarios, i.e. training, equipment downtime (damage, routine maintenance, inspections) or other law enforcement needs. The chart below is the standard for small arms acceptable over-allocations:

<b>Small Arms Acceptable Over-Allocations</b>	
<b># of Officers</b>	<b># by type</b>
1-10	2 or less
11-25	3 or less
26-100	5 or less
101-299	8 or less
300 or more	10 or less

(b) In instances where small arm allocation amounts exceed the “acceptable over-allocation” levels, the LESO will coordinate with States to verify accuracy of the officer count. If small arm allocation is still beyond acceptable levels, LESO may authorize one of the following: 1) an exception to policy, 2) a transfer, or 3) a turn-in.

b) The State shall:

i) Assist the LEA in the use of electronic screening of property via the RTD website and shall access the RTD website a minimum of once daily (Monday-Friday) to review and process LEA requests for property. Property justifications shall be validated to ensure they meet the intent of 10 USC § 2576a as suitable for use by agencies in law enforcement activities. Prior to approving a request or transfer, review the LEAs property allocation report to prevent over allocation.

ii) Upon receipt of a valid LEA request for property, provide a recommendation to the LESO on the preference to be given to those requisitions for property that will be used in counter-drug, counter-terrorism, disaster-related emergency preparedness or border security activities of the recipient agency. Requests for vehicles used for disaster-related emergency preparedness, such as high-water rescue vehicles, should receive the highest preference. The State shall consider the fair and equitable distribution of property based on current LEA inventory and LEA justifications for property. The State shall ensure the type and quantity of property being requested by LEAs is reasonable and justifiable given the number of officers (full-time/part-time) and prior requisitions for similar items they have received (both controlled and non-controlled property). Generally, no more than one of any item per officer (full-time/part-time) will be allocated.

**10) PROPERTY MANAGEMENT** Certain controlled equipment shall have a documented chain of custody (i.e. an acceptable ECR), including a signature of the recipient. Controlled property requiring an ECR: small arms (including parts and accessories), aircraft, vehicles, optics, and robots. It is encouraged to utilize ECRs for all controlled property. LEAs may request cannibalization on aircraft or vehicles. Cannibalization requests shall be submitted to the State for review. Cannibalization must be approved by the LESO prior to any cannibalization actions. The cannibalized end item shall be returned to DLA Disp Svcs within the timeframes determined by the LESO.

a) Aircraft-Aircraft will not be obtained by LEAs for the purpose of sale, lease, loan, personal use, rent, exchange, barter, transfer, or to secure a loan and shall be reported to the LESO at the end of their useful life. All aircraft are considered controlled property, regardless of DEMIL code. Aircraft that are no longer needed or serviceable shall be reported to the General Services Administration (GSA) for final disposition by the LESO Program Aircraft Specialist.

b) Vehicles-Program participants that request vehicles used for disaster-related emergency preparedness, such as high-water rescue vehicles, should receive the highest preference. Vehicles will not be obtained by LEAs for the purpose of sale, lease, loan, personal use, rent, exchange, barter, transfer, or to secure a loan and vehicles that are considered controlled property will be returned to DLA Disp Svcs at the end of their useful life. DLA Disp Svcs Field Activity/Site will identify qualifying DEMIL A or Q6 vehicles and may issue (upon LEA request) a Standard Form (SF) SF-97 to the LEA upon physical transfer of the vehicle. The LEA may modify the vehicle during the one year conditional transfer period.

c) Ammunition-LESO will support the U.S. Army (USA), in allocating ammunition to program participants. Ammunition obtained via the program will be for training use only. At the time of request, the LEA will certify in writing that the ammunition will be used for training use/purposes only. The USA will issue approved transfers directly to the State/LEA. The State/LEA is responsible for funding all packing, crating, handling, and shipping costs for ammunition. The LEA will make reimbursements directly to the USA. Ammunition will not be obtained by LEAs for the purpose of sale, lease, loan, personal use, rent, exchange, barter, transfer, or to secure a loan. Ammunition obtained via the program shall not be sold. Ammunition will be treated as a consumable item and not tracked in any DLA inventory system or inspected during PCRs. LESO shall track and maintain necessary records of ammunition that has been transferred to LEAs and will post all requests, approvals, and denials on the LESO public website.

d) Small arms:

i) Small arms will not be obtained by LEAs for the purpose of sale, lease, loan, personal use, rent, exchange, barter, transfer, or to secure a loan and shall be returned to DLA Disp Svcs at the end of their useful life. Cannibalization of small arms is not authorized.

ii) Temporary modifications to small arms are authorized; permanent modifications to small arms are not authorized (i.e. drilling holes in the lower receiver of a small arm). In cases of temporary modifications, all parts are to be retained and accounted for in a secured location under the original serial number for the small arm until final disposition is determined. If the modified small arm is transferred to another LEA, all parts will accompany the small arm to the receiving LEA.

iii) Small arms will be issued utilizing an acceptable ECR which obtains certain information about the property being issued to include (but is not limited to) the signature of the law enforcement officer who is accepting responsibility for the small arm(s), the serial number of the small arm, the date in which the law enforcement officer took possession of the small arm, etc.

iv) Small arms that are not carried on an officer's person or in the officer's immediate physical vicinity will be secured using "two levels of physical security". Two levels of physical security meaning two distinct lockable barriers, each specifically designed to render a small arm inaccessible and unusable to unauthorized persons. Lockable barriers meeting this description may be either manual or electronic.

v) Program participants no longer requiring program small arm(s) shall request authorization to transfer the small arm to another participating LEA or request authorization to turn-in/return the small arm. Transfers and turn-in requests shall receive final approval from the LESO; small arms will not physically move until the LESO provides official notification that the approval process is complete. When turning-in small arms to Anniston Army Depot, the LEA shall follow LESO turn-in guidance.

vi) Local destruction (DEMIL) of small arms is not authorized.

vii) Lost, Stolen or Destroyed (LSD) small arms:

(1) Program participants with multiple instances of LSD small arms in a five-year window will be assessed by DLA Disp Svcs to determine if a systemic problem exists IAW DLAI 4140.11.

(2) DLA OIG investigations may be initiated if small arms are improperly disposed of or become LSD while in program inventory. The State/LEA may be required to reimburse DLA the fair market value of the small arms when negligence, willful misconduct, or a violation of the MOA between the Federal Government and the State/U.S. Territory and/or this SPO is confirmed at the conclusion of the Financial Liability Investigation of Property Loss (FLIPL).

(a) Reimbursement will be within 60-days of the completion of the FLIPL.

(b) Title will never transfer to the recipient regardless of the status of the small arm.

(c) Payments due to DLA Disp Svcs, based upon the findings of the FLIPL, may be paid by one of three methods: 1) credit card via pay.gov, 2) cashier/ business check, or 3) wire transfer.

(3) In instances of LSD small arm recovery, DoD retains title in perpetuity and the small arm shall be immediately relinquished/surrendered back to the program.

## 11) PROGRAM COMPLIANCE REVIEWS (PCR)

### a) The LESO shall:

- i) Conduct PCRs to ensure that the SC/SPOC, and all LEAs within a State are compliant with the terms and conditions of the program as required by 10 USC § 2576a, the MOA between the Federal Government and the State/U.S. Territory and/or this SPO and any DLA Instructions and manuals regarding the program. PCRs are conducted to ensure property accountability, program compliance, and program eligibility.
- ii) Conduct PCRs for participating States every 2 years, providing training to the State/LEA as needed.
- iii) Reserve the right to conduct no notice PCRs, or require an annual review, or similar inspection, on a more frequent basis for any State/LEA.
- iv) Intend to physically inventory 100% of property selected for review at each LEA during a PCR. The use of ECRs in lieu of physical inspection is discouraged during PCRs. Extensive use of the ECR (without prior coordination with LESO) may result in a non-compliance finding during the PCR.
- v) Intend to review as much property as possible during a PCR.
  - (1) The goal is to review 20% of a State's overall small arms inventory.
  - (2) The goal for inventory selections (at LEAs selected for review) is 15% of an LEAs general property to include non-controlled property (DEMIL code A and Q6).
- vi) Select LEAs not visited during the last three regularly scheduled PCR cycles (as applicable).
- vii) Recommend corrective actions (which may include suspending a State/LEA from program participation) for findings of non-compliance identified during a PCR.
  - (1) The LESO shall issue corrective actions (with suspense dates) to the State, which will identify what is needed to rectify the identified deficiencies within the State/LEA.
  - (2) If the State/LEA fails to correct identified deficiencies within the LESO suspense dates, the LESO may move to restrict, suspend, or terminate the State/LEA from program participation.
  - (3) States found non-compliant for a PCR will be suspended for a minimum of 60-days and will not be reinstated until the State successfully passes a LESO-conducted PCR.
- viii) Ensure the State/LEA understand that property shall be transferred to a participating agency with SC/SPOC and LESO approval or returned to DLA Disp Svcs when no longer needed or serviceable.

### b) The State shall:

- i) Assist the LESO as required, prior to, during and upon completion of the PCR.
- ii) Assist in the coordination of the PCR daily schedule of events and forward the schedule to LEAs that have been selected for review.
- iii) Contact LEAs that have been selected for the PCR via phone, email or in person to ensure they are aware of the schedule and are prepared for the PCR.

iv) Receive inventory selections from the LESO and forward them to the selected LEAs. The State shall ensure the LEA physically gathers the selected property in a central location (to the greatest extent possible) which will allow the LESO to physically inventory the property efficiently during the PCR.

v) Coordinate the use of any ECR with the LESO prior to the PCR.

vi) Ensure LEAs understand property shall be transferred to a participating agency with SC and LESO approval or returned to DLA Disp Svcs when deemed no longer needed or serviceable.

vii) Conduct State-level (internal) PCRs of participating LEAs to ensure property accountability, program compliance and program eligibility utilizing a PCR checklist provided by the LESO, or equivalent (for uniformity purposes).

(1) Ensure a State-level (internal) PCR of at least 8% of LEAs with program inventory is completed annually (3% of which will be focused on program participants with no controlled property). Results of the State-level (internal) PCR will be kept on-file with the State. Documentation shall be provided to the LESO for each LEA that received a State-level PCR.

(2) The State-level (internal) PCR will include, at minimum:

(a) A review of the dually-signed SPO, ensuring it is uploaded to the property accounting system.

(b) A review of the LEA application package to confirm authenticity and eligibility of the LEA.

(c) An inventory of property selected for review at each LEA.

(d) A review of each selected LEA files for any of the following which may include turn-in/transfer DD Form 1348-1A, ECR, small arm documentation, FLIPL documents, exception to policy letters, approved cannibalization requests, or other pertinent documentation as required.

(3) Request that the LESO restrict, suspend or terminate an LEA based on findings during State-level internal PCR or due to non-compliance with terms of the MOA between the Federal Government and the State/U.S. Territory and/or this SPO, DLA Instruction/Manual or any statute or regulation regarding the program.

(4) Notify the LESO and initiate an investigation into any questionable activity or action involving property issued to a LEA that comes to the attention of the State and is otherwise within the authority of the Governor/State to investigate. Upon conclusion of any such investigation, take appropriate action and/or make appropriate recommendations on restriction, suspension, or termination of the State/LEA to the LESO. The SC may suspend or terminate a State/LEA participation in the program at any time for non-compliance.

**12) ANNUAL PHYSICAL INVENTORY** Each State/LEA is required to conduct an annual physical inventory of all property on the active property book and provide certification in the property accounting system. DEMIL "A" and "Q6" property records will not be closed during the annual physical inventory period.

In the State of **IOWA**, the annual physical inventory and certification in the property accounting system process starts on July 1<sup>st</sup> and must be completed by **as Determined by State Coordinator Annually/ \*\*On or Before the Annual LESO Inventory Deadline**. The State shall:

a) Provide training to LEAs to properly conduct the annual physical inventory and complete the certification of property in the property accounting system.

b) Ensure an approved and current SPO is uploaded in the property accounting system for each LEA.

- c) Validate the annual physical inventory certifications submitted by LEAs.
- d) Adhere to annual physical inventory certification requirements as identified by the LESO. Physical inventories and certification statements will be maintained on file IAW the DLA records schedule.
- e) Annually certify property is utilized and is within allocation limits IAW the MOA between the Federal Government and the State/U.S. Territory and this SPO .
- f) Recommend suspension of program participants who fail to complete or submit the certified annual physical inventory.

**13) REPORTING LOST, STOLEN, OR DESTROYED (LSD) PROPERTY** Any property identified as LSD on a LEA current inventory, shall be reported to the State/LESO. A FLIPL (aka the DD Form 200) shall be submitted to the State/LESO for LSD property. Program participants agree to cooperate with investigations into LSD property by any federal, state, or local investigative body and, when requested, assist with recovery of LSD property.

- a) LSD controlled property shall be reported to the State/LESO within 24-hours. Program participants may be required to provide their SC/SPOC additional documentation which may include (but is not limited to):
  - 1) Comprehensive police report, 2) NCIC report/entry, and 3) Contact information for the Civilian Governing Body (CGB) over the LEA involved, to include: Title, Name, Email, and mailing address.
- b) LSD property with a DEMIL code of “A” and “Q6” shall be reported to the State/LESO within 7-days.

**14) RESTRICTION, SUSPENSION OR TERMINATION** Program participants are required to abide by the terms and conditions of the MOA between the Federal Government and the State/U.S. Territory and this SPO in order to maintain active program participation status. If a State/LEA fails to comply with any term or condition of the MOA, SPO, DLA Instruction or Manual, federal statute or regulation, the State/LEA may be suspended, terminated, or placed on restricted status. Restriction, suspension, or termination notifications will be in writing and will identify remedial measures required for reinstatement (if applicable). *Suspension*-A specified period in which an entire State/LEA is prohibited from requesting or receiving additional property through the program. Additional requirements may be implemented, to include the State/LEA requirement to return specifically identified controlled property. Suspensions will be for a minimum of 60-days. *Termination*-The removal of a State/LEA from program participation. The terminated State/LEA shall transfer or turn-in all controlled property previously received through the program at the expense of the State/LEA involved. *Restricted Status*-A specified period in which a State/LEA is restricted from receiving an item or commodity due to isolated issues with the identified item or commodity. Restricted status may also include restricting a State/LEA from all controlled property.

- a) State termination-The SC/SPOC will coordinate with LESO to identify a realistic timeframe to complete the transfer or turn-in of all property. The LESO retains final authority to determine timeframe requirements.
- b) LEA termination-The SC/SPOC will coordinate with LESO to identify a realistic timeframe to complete the transfer or turn-in of all property. The LESO retains final authority to determine timeframe requirements.
- c) In the event of a termination, the State/LEA will make every attempt to transfer the property of the terminated State/LEA to an authorized State/LEA, as applicable, prior to requesting a turn-in of the property to DLA Disp Svcs. In cases that require a repossession or turn-in of property, the State/LEA will bear all expenses related to the repossession, turn-in or transfer of property to DLA Disp Svcs.

d) The State shall:

- i) Suspend LEAs for a minimum of 60-days in all situations relating to the suspected or actual abuse of property or requirements and/or repeated non-compliance related to the terms and conditions of this SPO.

Suspension may lead to termination. The State shall also issue corrective action guidance to the LEA with suspense dates to rectify issues and/or discrepancies that caused the restriction, suspension, or termination. The State shall require the LEA to submit results on completed police investigations and/or reports on LSD property to include the LEA CAP. The LESO retains final discretion on reinstatement requests. Reinstatement to full participation from a restriction, suspension or termination is not automatic.

ii) Initiate corrective action to rectify suspensions or terminations of the LEA for non-compliance to the terms and conditions of the program. The State shall also make contact (until resolved) with suspended LEAs to ensure corrective actions are rectified within required timeframes provided by the LESO.

iii) Require the LEA to complete and submit results on completed police investigations or reports regarding LSD property. The State will submit all documentation to LESO upon receipt.

iv) Provide documentation to LESO when actionable items are rectified for the State/LEA.

v) Request that the LESO suspend or terminate an LEA based upon their findings during State-level internal PCR or due to non-compliance with any term of this SPO, DLA Instruction/Manual or any statute or regulation regarding the program.

vi) Notify the LESO and initiate an investigation into any questionable activity or action involving property issued to an LEA that comes to the attention of the State and is otherwise within the authority of the Governor/State to investigate. Upon conclusion of any such investigation, take appropriate action and/or make appropriate recommendations on restriction, suspension, or termination of the LEA to the LESO. The SC may revoke or terminate concurrence for LEA participation in the program at any time.

vii) Provide written request to the LESO for reinstatement of an LEA for full participation status at the conclusion of a restriction or suspension period. Written verification shall be provided that the SC/SPOC has validated the LEA CAP.

**15) RECORDS MANAGEMENT** The LESO, SC/SPOC, and LEAs participating in the program will maintain program records IAW the DLA records schedule. Records for property acquired through the program have retention controls based on the DEMIL code. Property records will be filed, retained, and destroyed IAW DLA records schedule. Records may include, but are not limited to: DD Form 1348-1A for transfers, turn-ins, requisitions, Bureau of Alcohol, Tobacco, Firearms and Explosives (BATFE) Forms 5 and 10.

**16) TRADE SECURITY CONTROL (TSC) and COMPLIANCE WITH EXPORT CONTROL REGULATIONS** Items transferred to program participants, including DEMIL A and Q (with an Integrity Code of 6) property, may be subject to export control restrictions. Program participants shall comply with U.S. export control laws and regulations if they contemplate further transfers of any property. Once title transfers, LEAs should consult with the Department of State (DoS) and Department of Commerce (DoC) export control regulators about the type of export controls that may apply to items, regardless of DEMIL code. Program participants may request a formal Commodity Classification from the DoC, Bureau of Industry and Security (BIS), or submit a general correspondence request to the DoS, Directorate of Defense Trade Controls. Information on managing exports of CCL items can be found at the U.S. DoC Bureau of Industry and Security website. Program participants shall notify all subsequent purchasers or transferees, in writing, of their responsibility to comply with U.S. export control laws and regulations.

**17) NOTICES** Any notices, communications, or correspondence related to this SPO shall be provided by email, the U.S. Postal Service (USPS), express service, or facsimile to the appropriate DLA office. The LESO may (from time to time) make unilateral modifications or amendments to the provisions of the MOA between the Federal Government and the State/U.S. Territory and/or this SPO. Notice of these changes will be provided to the State in writing. Unless the State takes immediate action to terminate the MOA between the Federal Government and the State/U.S. Territory and/or this SPO, such modifications or amendments will become binding. In such cases, reasonable opportunity will (insofar as practicable) be afforded the State/LEA to conform to changes affecting

their operations.

**18) ANTI-DISCRIMINATION** By signing or accepting property, the State/LEA pledges agreement to comply with provisions of the national policies prohibiting discrimination: 1) On the basis of race, color, or national origin, in Title VI of the Civil Rights Act of 1964 (42 USC 2000d et seq.) as implemented by DoD regulations 32 CR Part 195, 2) On the basis of age, in the Age Discrimination Act of 1975 (42 USC 6101, et seq) as implemented by Department of Health and Human Services regulations in 45 CFR Part 90 and 3) On the basis of handicap, in Section 504 of the Rehabilitation Act of 1973, P.L. 93-112, as amended by the Rehabilitation Act Amendments of 1974, P.L. 93-516 (29 USC 794), as implemented by Department of Justice (DoJ) regulations in 28 CFR Part 41 and DoD regulations at 32 CFR Part 56. These elements are the minimum essential ingredients for establishment of a satisfactory business agreement between the State and the DoD.

**19) INDEMNIFICATION CLAUSE** The State/LEA is required to maintain adequate liability insurance to cover damages or injuries to persons or property relating to the use of property issued under the program. Self-insurance by the State/LEA is considered acceptable. The USG assumes no liability for damages or injuries to any person(s) or property arising from the use of property issued under the program. It is recognized that State and local law generally limit or preclude the State/LEA from agreeing to open ended indemnity provisions. However, to the extent permitted by State and local laws, the State/LEA shall indemnify and hold the USG harmless from any and all actions, claims, debts, demands, judgments, liabilities, cost, and attorney's fees arising out of, claimed on account of, or in any manner predicated upon loss of, or damage to property and injuries, illness or disabilities to, or death of any and all persons whatsoever, including members of the general public, or to the property of any legal or political entity including States, local and interstate bodies, in any manner caused by or contributed to by the State/LEA, its agents, servants, employees, or any person subject to its control while the property is in the possession of, used by, or subject to the control of the State/LEA, its agents, servants, or employees after the property has been removed from USG control.

**20) TERMINATION** This SPO may be terminated by either party, provided the other party receives a thirty (30) day notice (in writing) or as otherwise stipulated by Public Law. The undersigned SC hereby agrees to comply with all provisions set forth herein and acknowledges that any violation of the terms and conditions of this SPO may be grounds for immediate termination and possible legal consequences, to include pursuit of criminal prosecution if so warranted.

**21) AGREEMENT OF PARTIES** The parties below agree to enter this agreement as of the last date below:

Governor-appointed SC/SPOC, State of: IOWA

Full Name (Print): Lieutenant Bryan Guill

Signature (Sign): Bryan Guill Digitally signed by Bryan Guill  
Date: 2021.03.11 09:39:43 -06:00 Date (MM/DD/YYYY): 03/11/2021

Chief Law Enforcement Official (CLEO) (or designee): Sheriff

Title (Print): Sheriff

Full Name (Print): Paul H. Fitzgerald

Signature (Sign): Paul H. Fitzgerald Date (MM/DD/YYYY): 10/05/2021

Story County Board of Supervisors  
Linda Murken Date (MM/DD/YYYY) 10/12/2021

Linda Murken, Chair Person  
Lisa K. Heddens

Interoffice  
MEMORANDUM

Story County Sheriff's Office

To: Sheriff Paul Fitzgerald *Fitz*  
From: LT Leanna Ellis  
Date: October 7, 2021  
Re: Vehicle purchase

*OKayed*  
**APPROVED** **DENIED**  
Board Member Initials: *SKH*  
Meeting Date: 10-12-21  
Follow-up action: \_\_\_\_\_

The Story County Sheriff's Office has been able to maintain its fleet by buying seven (7) vehicles per year with the occasional additional purchase(s) in order to keep on a sustainable rotation. The county budgeted for 8 vehicles this fiscal year with the addition of a Deputy position. We have already ordered three Ford Explorers that will be utilized as marked patrol cars which are expected to arrive within the next month.

I requested bids for Chevy Tahoes for the remaining five vehicles (Civil/UAS, Support Services/Dive, Admin, and two Investigations). The Tahoes will allow for additional cargo space to transport specialized equipment, have become more comparable in pricing with the Ford Utility Interceptors, and seem to maintain a high resale value. I reached out to Karl Chevrolet (Ankeny/state bid contract), George White (Ames), and Bob Brown Chevrolet (Urbandale) via email on September 28, 2021 with a deadline of Wednesday, October 6, 2021 to provide a reply with a bid. I did not receive a response from George White or Bob Brown and followed up with phone calls. George White has not returned my call and Bob Brown advised the window to order 2022 Tahoes has closed to all dealerships, and they don't expect they will open ordering 2023 police vehicles until April or May. I had learned from Karl Chevrolet that the ordering window was only open for three days. Karl was able to order additional stock as sold under state bid, therefore they are the only Chevrolet dealership that can provide the vehicles with our desired specifications. Since Karl Chevrolet has the state bid contract, they have already completed the competitive bid process state wide and are considered to have the lowest pricing available.

In the FY22 budget, there is \$120,000 in the general fund (635-99) and \$200,000 in the rural fund (635-10) to purchase eight vehicles. The three we already ordered will cost \$117,789, which leaves a balance of \$202,211. The bid figures provided by Karl Chevrolet for the remaining five vehicles are attached to each list of specifications on the following page, which total **\$188,958.40**.

It is respectfully requested that we move forward with purchasing the five vehicles from Karl Chevrolet as listed on the following page.

Thank you for your consideration in this matter.

(Civil Car) **\$37,441.68**

**2022 Chevy Tahoe 4X4 Police Pursuit Vehicle 5.3L EcoTec3 V8, 10 speed automatic transmission with the following required specifications:**

**G9K Satin Steel Metallic**

Power doors, locks and windows

Heavy duty alternator and dual batteries

Heated and power adjustable outside mirrors

Trailer tow package

AM/FM radio; Cell phone connectivity/hands free communications

Rear view camera in Mirror

Rear view sensing

Front license plate mount

Third row seat delete

Front row bucket seating

Vinyl Flooring

Total of 3 or more keyless entry fobs

Headlamp delete (stealth mode)

Common Key

Red/White Aux Dome light

(Support Services) **\$37,741.68**

**2022 Chevy Tahoe 4X4 Police Pursuit Vehicle 5.3L EcoTec3 V8, 10 speed automatic transmission with the following required specifications:**

**GJW Empire Beige Metallic**

Power doors, locks and windows

Heavy duty alternator and dual batteries

Heated and power adjustable outside mirrors

Trailer tow package

AM/FM radio; Cell phone connectivity/hands free communications

Rear view camera in Mirror

Rear view sensing

Front license plate mount

Third row seat delete

OEM console

Front row bucket seating

Vinyl Flooring

Total of 3 or more keyless entry fobs

Headlamp delete (stealth mode)

Common Key

Red/White Aux Dome light

Remote Vehicle Starter

Splash Guards

(Admin car) **\$37,741.68**

**2022 Chevy Tahoe 4X4 Police Pursuit Vehicle 5.3L EcoTec3 V8, 10 speed automatic transmission with the following required specifications:**

**G9K Satin Steel Metallic**

Power doors, locks and windows

Heavy duty alternator and dual batteries

Heated and power adjustable outside mirrors

Trailer tow package

AM/FM radio; Cell phone connectivity/hands free communications

Rear view camera in mirror

Rear view sensing

Front license plate mount

Third row seat delete

OEM console

Front row bucket seating

Vinyl Flooring

Total of 3 or more keyless entry fobs

Automatic Headlamps

Common Key

Red/White Aux Dome light

Remote Vehicle Starter

Splash Guards

Need two of these - (Investigations)  $\$38,016.68 \times 2 = \$76,033.36$

**2022 Chevy Tahoe 4X4 Police Pursuit Vehicle 5.3L EcoTec3 V8, 10 speed automatic transmission with the following required specifications:**

**GJW Empire Beige Metallic**

Power doors, locks and windows

Heavy duty alternator and dual batteries

Heated and power adjustable outside mirrors

Trailer tow package

AM/FM radio; Cell phone connectivity/hands free communications

Rear view camera in mirror

Rear view sensing

Front license plate mount

Third row seat delete

OEM console

Front row bucket seating

Interior Carpet

Total of 3 or more keyless entry fobs

Headlamp delete (stealth mode)

Common Key

Red/White Aux Dome light

Remote Vehicle Starter

Splash Guards

**Application for Emergency Rent and Utility Assistance to Prevent Homelessness in response to the expiration of the eviction moratorium on July 31, 2021 and the negative economic impacts of COVID-19.**

The Story County Board of Supervisors has allocated \$200,000.00 in emergency funding to be used for rent and utility assistance. Centralized Intake partners (Good Neighbor, The Salvation Army and The Bridge Home) may complete the application below to request funding of up to \$25,000.00 to be used in response to the expiration of the eviction moratorium and the negative economic impacts of COVID-19. A provider may apply for additional funding (*if available*) once 80% of the initial \$25,000.00 award is exhausted. Applications will be accepted through September 30, 2021 or until the allocation has been fully awarded. Any funds awarded through this opportunity must be spent by June 30, 2022.

Funds may be used for rental application fees, deposit, current and/or next month's rent and/or the cost for new utility hook up including any past due utility bills if necessary. Funds may also be used for lodging at a hotel for no more than 30 days. Recognizing the fact that moving is very costly both emotionally and financially, funds may be used to cover past due rent but **only** in situations where it would result in avoiding eviction for a minimum of 30 days.

Payments are required to be paid directly to landlord, property management company or utility provider.

There is a maximum of \$2000.00 per household. Provider should use their existing eligibility guidelines however, any restrictions or limits to clients' ability to access assistance related to reaching their current or previous year's maximum assistance threshold should be waived for the use of this funding.

This completed and signed application and Memorandum of Understanding (attached) must be submitted together. Only applications that include both documents will be approved.

Agency The Bridge Home

Name & title of person completing the application: Jodi Stumbo, CEO/President

Agency Address: 225 S Kellogg, Ames, IA 50010

Phone: 515.232.8075 Email: jodi@thebridgehome.org

Amount requested: \$25,000

Signature (*please use blue ink*): Jodi Stumbo

Return originals to:

Story County Board of Supervisors' Office  
Story County Administration Building  
Attention: Sandra King  
900 6<sup>th</sup> Street  
Nevada, IA 50201  
Email: [sking@storycountyiowa.gov](mailto:sking@storycountyiowa.gov)  
Fax: 515-382-7206

If you submit your application via email or fax please mail the original *as soon as possible*. The original documents are required for audit purposes.

Rec'd  
10/5/21

**APPROVED** **DENIED**  
Board Member Initials: SKH  
Meeting Date: 10-12-21  
Follow-up action: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# CONFIDENTIAL

Redacted

Name	Household Size	Age	Race	Gender	Employment	New/Existing	Category of Use	Amount Paid	Payee	Check Number
[REDACTED]	1	[REDACTED]	[REDACTED]	[REDACTED]	part-time	new	past due rent	\$2,000	Furman Properties	73961
[REDACTED]	4	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	existing	current rent	\$1,167	HDE Iowa LLC/Accomplished Prope	17647
[REDACTED]	1	[REDACTED]	[REDACTED]	[REDACTED]	Temp	new	current rent	704.5	Iowa Grand Oaks	5207
[REDACTED]	2	[REDACTED]	[REDACTED]	[REDACTED]	Part-time	new	past due rent	652	Rolling Hills MHP	5212
[REDACTED]	4	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new	past due and current util.	\$658.05	City of Ames Utilities	5210
[REDACTED]	4	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new				
[REDACTED]	4	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new				
[REDACTED]	4	[REDACTED]	[REDACTED]	[REDACTED]	full-time	new	current and past due rent	\$2,000	E. 5th Properties LLC	5205
[REDACTED]	3	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new				
[REDACTED]	3	[REDACTED]	[REDACTED]	[REDACTED]	part-time	existing	next month's rent	\$603	Iowa Crystal LLC	5032
[REDACTED]	2	[REDACTED]	[REDACTED]	[REDACTED]	part-time	existing				
[REDACTED]	2	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new	past due utilities	\$239	Alliant Energy	17681
[REDACTED]	2	[REDACTED]	[REDACTED]	[REDACTED]	Temp	new	rent deposit	\$2,000	Top Shelf Property Management	5271
[REDACTED]	2	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new	rent deposit	\$600	Upchurch Rentals	17685
[REDACTED]	2	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	existing				
[REDACTED]	1	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new	next month's rent	\$600	Martin Property Mgt.	17683
[REDACTED]	2	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new	rent deposit	\$400	South View Apts.	17690
[REDACTED]	4	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new				
[REDACTED]	4	[REDACTED]	[REDACTED]	[REDACTED]	part-time	existing	current rent(partial)	\$425	First Property Management	17652
[REDACTED]	1	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	existing				
[REDACTED]	3	[REDACTED]	[REDACTED]	[REDACTED]	part-time	new	rent deposit	\$550	Pendryc/o Martin Property Mgt.	17607
[REDACTED]	3	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new	current rent	\$400	Pralrie West Apartments	5249
[REDACTED]	2	[REDACTED]	[REDACTED]	[REDACTED]	full-time	new				
[REDACTED]	2	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new	past due rent	\$300	Hunziker Property Mgt.	5247
[REDACTED]	3	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new	past due rent	\$1,266.44	New Horizons	5274
[REDACTED]	3	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new				
[REDACTED]	3	[REDACTED]	[REDACTED]	[REDACTED]	part-time	new	current rent(partial)	\$690	Barbara Burns	5273
[REDACTED]	3	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new				
[REDACTED]	1	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new	past due rent	\$885	Artisan Ames	5272
[REDACTED]	1	[REDACTED]	[REDACTED]	[REDACTED]	part-time	new	past due rent	\$66.1	The Grove at Ames	5276
[REDACTED]	4	[REDACTED]	[REDACTED]	[REDACTED]	part-time	new	past due rent(partial)	\$2,000	Helen Retleff	17680
[REDACTED]	5	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new				
[REDACTED]	5	[REDACTED]	[REDACTED]	[REDACTED]	part-time	new	past due rent	\$900	Rolling Hills MHP	17679
[REDACTED]	4	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new				
[REDACTED]	4	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	existing	past due utilities	\$553.27	Ames Municipal Utilities	17646
[REDACTED]	1	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	existing				
[REDACTED]	1	[REDACTED]	[REDACTED]	[REDACTED]	part-time	new	rent deposit	\$625	Furman Properties	5270
[REDACTED]	2	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new	deposit and rent	\$1,575	First Property Management	5275
[REDACTED]	3	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new				
[REDACTED]	3	[REDACTED]	[REDACTED]	[REDACTED]	part-time	new	past due and current rent	\$2,000	Pralrie West Apartments	5325
[REDACTED]	2	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new				
[REDACTED]	2	[REDACTED]	[REDACTED]	[REDACTED]	part-time	new	current rent(partial)	\$500	Haverkamp Properties	5323
[REDACTED]	3	[REDACTED]	[REDACTED]	[REDACTED]	part-time	new	past due utilities	\$136.28	City of Ames Utilities	5250
[REDACTED]	3	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new				
[REDACTED]	3	[REDACTED]	[REDACTED]	[REDACTED]	unemployed	new				

\$24,994.62

DO NOT WRITE IN THE SPACE ABOVE, RESERVED FOR RECORDER  
Prepared By: Andrea Wagner, Story County Planning and Development, 900 6th Street, Nevada, IA 50201 (515) 382-7245

Please return to:  
Planning & Development

STORY COUNTY IOWA  
RESOLUTION OF THE BOARD OF SUPERVISORS  
RESOLUTION NO. 22-30

SETTING DATE AND TIME FOR PUBLIC HEARING FOR OCTOBER 19, 2021, FOR FIRST CONSIDERATION OF ORDINANCE NO. 297, AMENDING CHAPTER 86 – DISTRICT REQUIREMENTS, AND CHAPTER 85.08 – DEFINITIONS, OF THE STORY COUNTY LAND DEVELOPMENT REGULATIONS, OF THE STORY COUNTY CODE OF ORDINANCES.

WHEREAS, the Board of Supervisors approved the *Code of Ordinances of Story County, Iowa*, on May 21, 2013, and amended on May 29, 2018; and

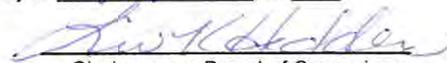
WHEREAS, Section 1.11 (2)(A) of the Ordinance Adoption Procedure of the Story County Code of Ordinances requires that a proposed ordinance must be considered and receive a favorable vote by a majority of the supervisors at two regular meetings of the Board;

AND WHEREAS, Section 1.11 (2)(B) of the Ordinance Adoption Procedure of the Story County Code of Ordinances requires that the title of the proposed ordinance shall be published prior to its first consideration by the Board. Copies of the full text of the ordinance shall be made available to the public at the time of publication at the office of the County Auditor, and the published notice shall specify where such copies may be obtained.

NOW THEREFORE BE IT RESOLVED that a public hearing date on this matter be held on the proposed Ordinance No. 297 on the 19<sup>th</sup> day of October, 2021, at the Story County Administration Building, Nevada, Iowa, at 10:00 AM and the Board of Supervisors directs Planning and Development staff to place copies of the full text of the ordinance with the Office of the County Auditor.

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 upon its approval by the Board of Supervisors.

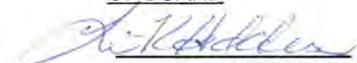
Dated this 12<sup>th</sup> day of October, 2021.

  
Chairperson, Board of Supervisors

Attest:  
  
County Auditor

ROLL CALL FOR ALLOWANCE  
Latifah Faisal Yea  Nay \_\_\_ Absent \_\_\_  
Lisa Heddens Yea  Nay \_\_\_ Absent \_\_\_  
Linda Murken Yea  Nay \_\_\_ Absent \_\_\_

ALLOWED BY VOTE OF BOARD  
Yea 3 Nay 0 Absent 0

  
CHAIRPERSON  
Above tabulation made by 

**DO NOT WRITE IN THE SPACE ABOVE, RESERVED FOR RECORDER**  
Prepared by Marcus Amman, Story County Planning & Development Department, 900 6<sup>th</sup> St., Nevada, Iowa 50201 515-382-7245

**Please return to:  
Planning & Development**

**STORY COUNTY IOWA  
RESOLUTION OF THE BOARD OF SUPERVISORS  
RESOLUTION NO. 22-31**

**RESOLUTION OF THE BOARD OF SUPERVISORS OF STORY COUNTY, IOWA,  
SETTING DATE AND TIME FOR A PUBLIC HEARING ON OCTOBER 19, 2021 FOR  
RESOLUTION 22-32 AMENDING CERTAIN BOUNDARIES OF THE AMES URBAN FRINGE  
PLAN MAP-LAND USE FRAMEWORK MAP OF STORY COUNTY IOWA, AS REFERENCED  
IN THE AMES URBAN FRINGE JOINT AND COOPERATIVE AGREEMENT (28E) AND IN  
CHAPTER 92.08 AMENDING THE CORNERSTONE TO CAPSTONE COMPREHENSIVE  
PLAN (C2C PLAN) OF THE STORY COUNTY CODE OF ORDINANCES, FOR THE  
PROPERTIES AT 2105 AND 2421 DAYTON AVENUE IN THE EAST HALF OF THE  
NORTHEAST OF SECTION 36 IN FRANKLIN TOWNSHIP FROM AGRICULTURE AND  
FARM SERVICE TO PLANNED INDUSTRIAL.**

WHEREAS, the Ames Urban Fringe Plan Joint and Cooperative Agreement (28E) was approved by the Story County Board of Supervisors July 5, 2011; and

WHEREAS, Section 6.2.1 of the Cooperative Agreement states, as the Ames Urban Fringe Plan shall be adopted by each of the cooperators as a part of their respective comprehensive plans, the procedures of adopting an amendment to the comprehensive plan is unique to each cooperator, subject to meeting the notification requirements of Code of Iowa. Each cooperator shall process an amendment to the Plan as an amendment to their comprehensive plan; and

WHEREAS, the Board of Supervisors approved the Processes Ordinances to the Story County, Land Development Regulations, on October 31, 2017 that included the process for proposed changes to the C2C Plan; and

WHEREAS, the Board of Supervisors voted to support the submittal of Ames Urban Fringe Plan - Land Use Framework Map amendment application on July 20, 2021; and

AND WHEREAS, at their October 6, 2021, meeting, the Story County Planning and Zoning Commission recommended approval of the Ames Urban Fringe Plan - Land Use Framework Map amendment.

NOW THEREFORE BE IT RESOLVED that a public hearing date and time on Resolution #22-32 be held on the 19<sup>th</sup> day of October, 2021, at the Story County Administration Building, Nevada, Iowa, at 10:00 AM.

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 upon its approval by the Board of Supervisors.



Closure No. 22-15

Date October 5, 2021

## Resolution

### BE IT RESOLVED

By the Board of Supervisors of Story County, Iowa, to approve the road Closure(s) for the purpose of Construction in section 14 & 13 Warren Twp on

670th Ave is closed between 120th St and 130th St

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

Attest:   
\_\_\_\_\_  
County Auditor

ROLL CALL	Latifah Faisal	Yea	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>
FOR ALLOWANCE	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	<u>3</u>	Nay	<u>0</u>	Absent	<u>0</u>
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\_\_\_\_\_  
CHAIRPERSON

Above tabulation made by 

Closure No. 22-16

Date October 5, 2021

## Resolution

### BE IT RESOLVED

By the Board of Supervisors of Story County, Iowa, to approve the road Closure(s) for the purpose of Construction in section 16 & 21 Lafayette Twp on

E18(130th St) will be closed between 520th Ave and 530th Ave

  
Chair, Board of Supervisors

Attest:   
County Auditor

ROLL CALL	Latifah Faisal	Yea	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>
FOR ALLOWANCE	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	<u>3</u>	Nay	<u>0</u>	Absent	<u>0</u>
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CHAIRPERSON

Above tabulation made by 

Closure No. 22-17

Date October 5, 2021

# Resolution

## BE IT RESOLVED

By the Board of Supervisors of Story County, Iowa, to approve the road Closure(s) for the purpose of Construction in section 1 & 12 Richland Twp on

170th Street is closed between 670th Ave and 680th Ave

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

Attest:   
\_\_\_\_\_  
County Auditor

ROLL CALL	Latifah Faisal	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
FOR ALLOWANCE	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 3 Nay 0 Absent 0

  
\_\_\_\_\_  
CHAIRPERSON

Above tabulation made by   
\_\_\_\_\_

Closure No. 22-18

Date October 11, 2021

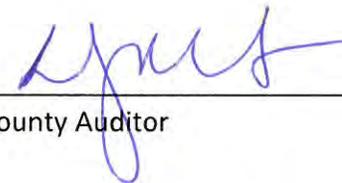
## Resolution

### BE IT RESOLVED

By the Board of Supervisors of Story County, Iowa, to approve the road Closure(s) for the purpose of Construction in section 32 Lincoln & 5 Sherman Twp on

160th Street is closed between 690th Avenue and US Highway 65

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

Attest:   
\_\_\_\_\_  
County Auditor

ROLL CALL	Latifah Faisal	Yea	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>
FOR ALLOWANCE	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 3 Nay 0 Absent 0

  
\_\_\_\_\_  
CHAIRPERSON

Above tabulation made by   
\_\_\_\_\_

## STORY COUNTY UTILITY PERMIT

Date 10/6/2021

To the Board of Supervisors, Story County, Iowa:

The Interstate Power and Light- Alliant Energy Company, incorporated under the laws of Iowa, with its principal place of business at 1911 E Anson St, Marshalltown, IA, 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 primary electric distribution on secondary route 17085 730th Ave, from east side to west side to 220' south of CL of 170th St, a distance of 70' miles.

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

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

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

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

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

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

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

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

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

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

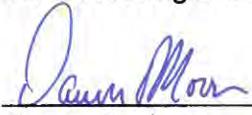
Date 10/5/2021

Interstate Power and Light Company  
Name of Company (Applicant - Permittee)

 641-754-5821  
by Phone no.  
Senior Manager Customer Operations

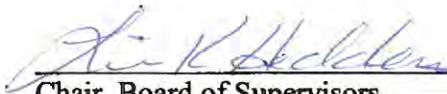
Recommended for Approval:

Date 10-10-21

 515-382-7355  
County Engineer Phone no.

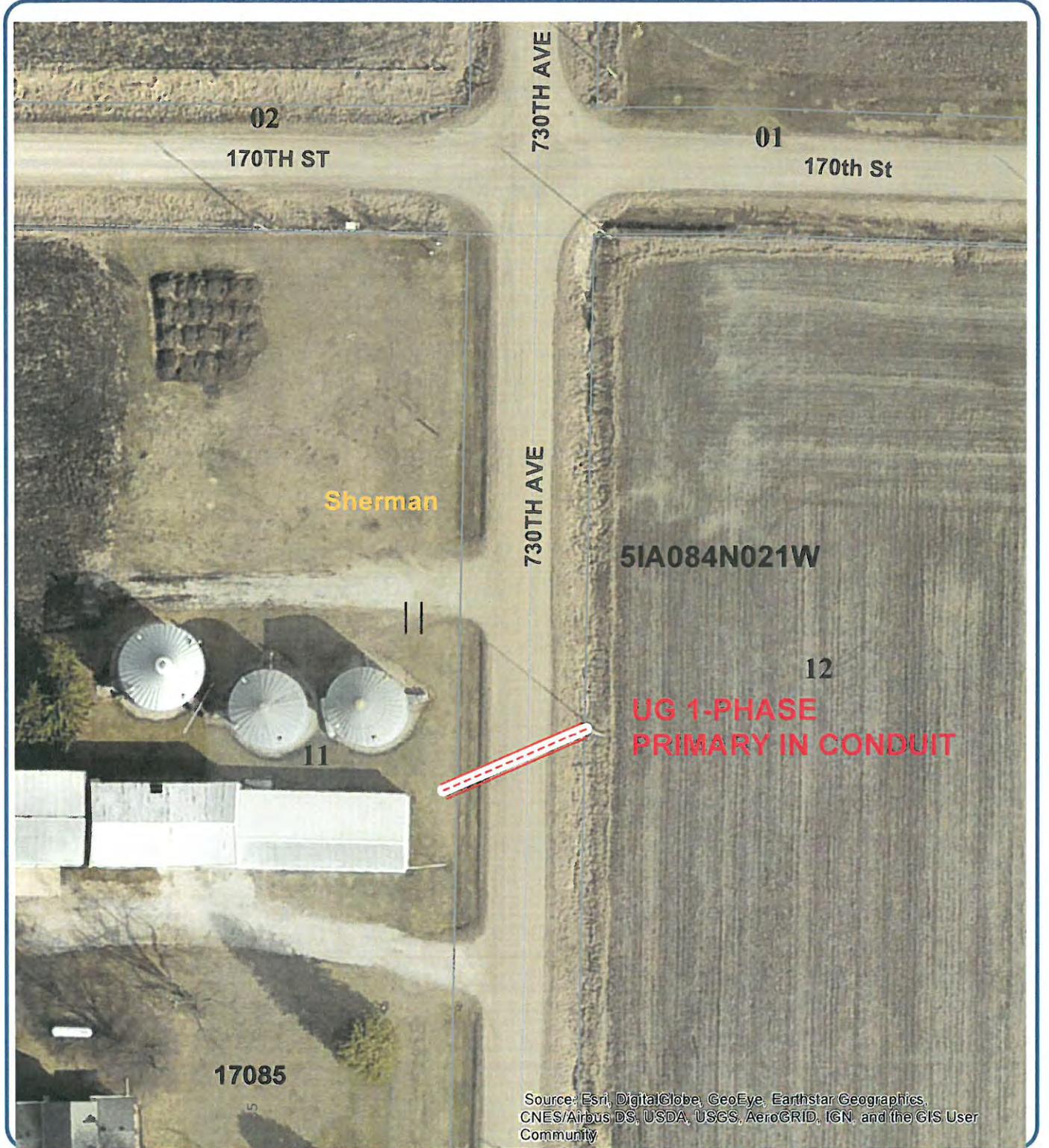
Approved:

Date 10-12-21

  
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.

Interstate Power and Light Company (IPL) and Wisconsin Power and Light Company (WPL) both Alliant Energy utility companies and hereafter referred to as the Utilities) assume no liability and make no warranty or representation whatsoever as to the accuracy or completeness of the information contained on this map. Any data provided is for general information only and any use of this data is at your own risk. Any intention to excavate requires compliance with state law including contacting the appropriate one call notification center. Prior to excavation, the actual physical location of buried facilities must be determined pursuant to the requirements of applicable law. This map constitutes limited protected nonpublic data that is confidential and proprietary to the Utilities. By one of the Utilities issuing you a copy of this map, You are deemed to have agreed to treat this information as confidential and to use and disclose it only for the specific project identified in your request for the map and as further restricted below. (If you disagree, please destroy this map and inform the Alliant Energy representative that sent it to You that You cannot comply, that your copy has been removed from all storage mechanisms, and that You will not further use this map.) This map may only be copied or reproduced for internal use by the Utilities or copied, reproduced, or disclosed by You subject to the terms of a nondisclosure or confidentiality agreement between your organization and those to whom you intend to disclose such information for a specific project, whereby the potential recipients agree to use this map only for the specific project identified in the request for the map and to treat this map as the Utilities' confidential and proprietary information restricted from further use, copying or disclosure indefinitely. Any other use, copying or reproduction is strictly forbidden.



**Alliant Energy Confidential**  
**Classification: Confidential**  
 1:650

**STORY COUNTY**  
**UTILITY PERMIT**  
**17085 730TH AVE**  
**ZEARING**





Story County Planning and Development  
Administration Building  
900 6<sup>th</sup> Street, Nevada, Iowa 50201

Ph. 515-382-7245 Fax 515-382-7294  
[www.storycountyiaowa.gov](http://www.storycountyiaowa.gov)

## MEMORANDUM

**TO:** Story County Board of Supervisors  
**FROM:** Amelia Schoeneman, Planning and Development Director  
**RE:** Discussion of Ordinance 296, amending Chapter 89 – Home Businesses and Signs, Chapter 85.08 – Definitions, and 92.10 – Required Permits, of the Story County Land Development Regulations, of the Story County Code of Ordinances  
**MEETING:** October 12, 2021

At the October 5, 2021 meeting, the Board of Supervisors held first consideration of Ordinance 296. There were no comments received at the public hearing and no changes were recommended. The Board approved the ordinance on first consideration and set second consideration for October 12, 2021. Staff has not received any additional comments from members of the public as of posting this memo. It is typical when no additional comments to be received to waive third consideration. The Board of Supervisors may consider the following alternatives:

- 1. The Story County Board of Supervisors approves Ordinance 296, amending Chapter 89 – Home Businesses and Signs, Chapter 85.08 – Definitions, and 92.10 – Required Permits, of the Story County Land Development Regulations, of the Story County Code of Ordinances, on second consideration and waives third consideration.**
2. The Story County Board of Supervisors approves Ordinance 296, amending Chapter 89 – Home Businesses and Signs, Chapter 85.08 – Definitions, and 92.10 – Required Permits, of the Story County Land Development Regulations, of the Story County Code of Ordinances, on second consideration and sets third consideration for Tuesday, October 19, 2021.
3. The Story County Board of Supervisors denies Ordinance 296, amending Chapter 89 – Home Businesses and Signs, Chapter 85.08 – Definitions, and 92.10 – Required Permits, of the Story County Land Development Regulations, of the Story County Code of Ordinances, on second consideration and sets third consideration for Tuesday, October 19, 2021.
4. The Story County Board of Supervisors remands Ordinance 296, amending Chapter 89 – Home Businesses and Signs, Chapter 85.08 – Definitions, and 92.10 – Required Permits, of the Story County Land Development Regulations, of the Story County Code of Ordinances, back to staff for additional information, and directs staff to set second consideration for Tuesday, October 19, 2021.



DO NOT WRITE IN THE SPACE ABOVE, RESERVED FOR RECORDER

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

Please return to:  
Planning & Development

**STORY COUNTY IOWA  
ORDINANCE NO. 296**

**AN ORDINANCE AMENDING CHAPTER 89 – HOME BUSINESSES AND SIGNS, CHAPTER 85.08 – DEFINITIONS, AND CHAPTER 92.10 – REQUIRED PERMITS, OF THE STORY LAND DEVELOPMENT REGULATIONS OF THE STORY COUNTY CODE OF ORDINANCES.**

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

Section 1. Purpose. An Ordinance amending Chapter 89 – Home Businesses and Signs, Chapter 85.08 – Definitions, and Chapter 92.10 – Required Permits, of the Story County Land Development Regulations, as follows, to update the requirements for home businesses located within the unincorporated areas of Story County and to clarify sign lighting standards.

Section 2. Proposed Amendments. The amendments are as shown in Attachment A of this ordinance and are summarized below.

**85.08, Definitions:**

- Adding a definition for off-site employee, on-site employee, and sign permit.

**89.01, Home Businesses:**

- Adding a requirement that the owner or co-owner of the home business shall reside in the dwelling at which the home business is located as their primary place of residence.
- Adding a maximum square footage allowed for accessory structures used for the home business.
- Requiring that only one on-site employee may be employed at the home business location and permitting off-site employees as long as traffic and parking limits are met.

- Clarifying that noise, odor, dust, or other potential nuisances shall not be detectable at property lines.
- Amending the number of daily vehicle trips permitted by a home business and adding a limit on freight deliveries and shipments.
- Adding a requirement that no more than five parking spaces shall be provided for clients, employees, and deliveries, and the parking of no more than five client, employee, and delivery vehicles at any one time shall be permitted.
- Clarifying home businesses may provide classes as long as they meet traffic and parking standards.
- Limiting the types of home business to uses not permitted through a conditional use permit, in the Heavy Industrial District, or other hazardous uses.
- Requiring disclosure of amounts and types of hazardous chemicals and substances.
- Adding that all General Site Planning Standards in Chapter 88 shall also be met. These include for screening of loading areas.

#### **89.02, Signs:**

- Creating requirements for illuminated signs in the C-LI and HI Districts including a curfew for internally illuminated signs.
- Amending the allowance for one or more temporary signs up to 32 cumulative square feet in size provided that the signs are permitted by the property owner(s) or current resident(s) and removed within the 90-day limit in residential districts.
- Permitting signs that have previously received a sign permit to change the information on the face(s) provided that all aspects of the sign regulated by this chapter do not change.
- Adding additional regulations within the miscellaneous restrictions including compliance with Chapter 88.06 vision clearance provisions and restrictions on signs attached to vehicles and/or natural features.
- Changing zoning permit to sign permit.

#### **92.10, Required Permits:**

- Adding sign permits to the types of permits.

Section 3. Repealer. All ordinances or parts, of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. Saving Clause. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 5. Effective Date. This ordinance shall be effective after its final passage, approval and publication of the ordinance or a summary thereof, as provided by law.

**Action upon FIRST Consideration:** Approved  
**DATE: October 5, 2021**

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

**Action upon SECOND Consideration:** Approved  
**DATE: October 12, 2021**

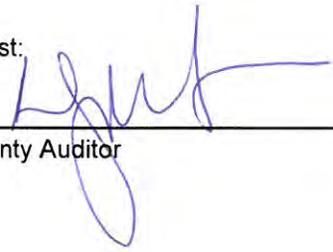
Moved by: Murken  
Seconded by: Faisal  
Voting Aye: Murken, Faisal, Heddens  
Voting Nay: None  
Not Voting: None  
Absent: None

**Action upon THIRD Consideration:** Waived  
**DATE: October 19, 2021**

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_  
Voting Aye: \_\_\_\_\_  
Voting Nay: \_\_\_\_\_  
Not Voting: \_\_\_\_\_  
Absent: \_\_\_\_\_

ADOPTED THIS 12th day of October, 2021.

  
Chairperson, Board of Supervisors

Attest:  
  
\_\_\_\_\_  
County Auditor

ROLL CALL	Latifah Faisal	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
FOR ALLOWANCE	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 3 Nay 0 Absent 0

  
CHAIRPERSON  
Above tabulation made by 

## ATTACHMENT "A"

### Definitions— to be added into Chapter 85.08 of the Story County Land Development Regulations

"Off-site employee" means a person employed by the home business who does not perform duties on the same premises on which the home business is located. An off-site employee may occasionally report to the premises on which the home business is located, but the visits shall be limited to the standards for parking and traffic.

"On-site employee" means a person employed by the home business who performs the business-related duties on the same premises/residence on which the home business is located.

"Sign permit" means a permit issued the Planning and Development Director or designee to allow a sign to be erected.

### Amendments to Chapter 89 of the Story County Land Development Regulations for Home Businesses and Signs

#### **89.01 HOME BUSINESSES.**

It is the intent of this section to allow for limited commercial activity accessory to a dwelling in designated districts when in conformance with the following standards for approval. A home business is allowable only on a lot, tract, or parcel of land which contains an occupied dwelling and requires a home business permit issued by the Planning and Development Director or designee upon compliance with the standards contained herein.

~~1. In the case that the home business can be defined as an agritourism farm and does not meet the following standards of approval, a conditional use permit shall be obtained and specific criteria for submittals of petitions for an agritourism farm met in conformance with the zoning districts where an agritourism farm is permitted.~~

~~—A. Standards for Approval. A home business shall satisfy the following standards:~~

~~A. (1) It shall be service and/or product oriented.~~

- B. ~~(2)~~ The owner or co-owner of the home business shall reside in the dwelling at which the home business is located as their primary place of residence **At least one member of the immediate family thereby residing in the dwelling on the property shall be employed at the home business.**
- C. ~~(3)~~ At no time shall activities associated with a home business occupy more than 49 percent of the total gross floor area of a dwelling.
- D. ~~(4)~~ Not more than one accessory building may be utilized for the **hHome bBusiness** (in zoning districts where accessory buildings are allowed for home business use). A new accessory structure erected for a home business shall not be more than 2,400 square feet of gross floor area. No more than 2,400 square feet of an existing accessory structure shall be used. If a portion of an accessory structure is proposed to be used or there are multiple accessory structures on a parcel, internal inspection as part of the initial review and biennial review may be required.
- E. ~~(5)~~ It shall not be objectionable to its surroundings due to nuisance factors such as exterior appearance, the emission of odor, gas, dust, smoke, noise, or in any other way. Emissions of odor, gas, dust, smoke, noise, or other nuisance factors shall not be detectable at the property lines.
- F. ~~(6)~~ Only one person living outside of the dwelling at which the home business is located ~~residence and members of the immediate family thereby residing~~ and residents of the dwelling may be employed at the home business location. The number of off-site employees is not limited. Any visit to the premises by off-site employees of the home business shall be considered the same as a "client" visit and shall comply with the requirements set forth in sections J and K.
- G. ~~(7)~~ Parking of service vehicles as defined in Section 85.08, Definitions, is subject to the following requirements:
- (1) ~~(i)~~ Not more than two service vehicles may be parked at one time outside the home business location in the A-1 Agricultural District.
  - (2) ~~(ii)~~ Service vehicles not in use may be permitted in areas visible from the road right-of-way and adjacent adjoining properties when the property is zoned A-1 Agricultural.
  - (3) ~~(iii)~~ In the A-R Agricultural Residential, R-1 Transitional Residential, and R-2 Urban Residential Districts, all service vehicles shall must be fully enclosed within a building.
- H. ~~(8)~~ Outside storage or display of products shall not be allowed.
- I. ~~(9)~~ It shall not create traffic or delivery concerns in the immediate area. In combination, all home business activities shall not generate traffic (client customer, employee, and delivery) substantially in excess of ten (10) visits (20 trips) ~~six trips~~

a day per person living in the household. In addition, it shall not receive more than one (1) freight delivery or send more than one (1) freight shipment a day.

J. No more than five (5) parking spaces shall be provided for clients, employees, and deliveries, and the parking of no more than five (5) client, employee, and delivery vehicles at any one time shall be permitted.

K. Home businesses may provide classes, however, they shall not cause the home business to exceed traffic and parking standards.

L. A home business shall not be a use listed in Table 90-1, the Table of Conditional Uses unless otherwise allowed, a use listed as a principal permitted use in the HI Heavy Industrial District, or a use that involves the storage and distribution of chemicals such as liquid propane or anhydrous ammonia.

M. All hazardous chemicals or substances and amounts shall be disclosed as part of the permit application. The application may be routed to the Story County Emergency Management Agency and applicable fire chief to ensure neighboring properties shall be adequately safeguarded from fire or other hazards posed. All local, state, and federal storage, handling, and disposal requirements shall be met.

N. The Story County Environmental Health Department shall review the impact of the proposed home business on the private sewage disposal system and the private sewage disposal system shall meet the requirements of Chapter 65 of the Story County Code of Ordinances.

O. ~~(10)~~ Diminishment or impairment of established property values to adjacent adjoining or surrounding properties shall not be created from the home business.

P. ~~(11)~~ All signs shall ~~must~~ be approved through the submittal of an Application for a Sign Zoning Permit, as defined in Section 92.10, and the applicable fee. Signs shall ~~must~~ be in conformance with Section 89.02 of this chapter.

Q. ~~(12)~~ All general site planning standards in accordance with Chapter 88, General Site Planning Standards, and all applicable supplemental standards shall be met. All requirements of Section 88.08, Parking and Circulation Standards, must be met.

~~———— (13) All lighting shall be in conformance with Section 88.09, Site Lighting, of this Code of Ordinances and shall be submitted for review and approval at the time the application for home business permit is submitted.~~

2. Conditions of Approval. A home business permit shall not be permitted to be established or maintained which by reason of its nature or manner of operation is or may become hazardous, obnoxious, or offensive owing to the emission of odor, dust, smoke, cinders, gas, fumes, noise, and vibrations, refuse matter or water-carried waste. All facilities required for the discharge, collection and treatment of liquid, solid or gaseous

wastes shall be designed, constructed, and operated in accordance with all statutes and regulations of Story County and the State of Iowa. Conditions of approval addressing ~~addressed~~ such impacts shall be established pursuant to this section and such conditions shall be ~~are~~ listed on the home business permit and other applicable permits as outlined in the Ordinance.

### 3. Minimal Easing of Requirements.

A. Home businesses that have demonstrated compliance with the above standards for home businesses for a minimum of one year and have plans for minor expansions or deviations of the Standards for Approval, may request a minimal easing of the home business requirements due to the nature of the home business, other unique circumstance, or growth.

B. Applicants shall submit an application and written request for review to the Planning and Development Director. The application submittal shall include reasons for the request, the standards from which a minimal easing of requirements is requested, a site development plan showing existing and proposed site improvements and meeting the requirements of Chapter 88, General Site Planning Standards, and other related materials.

C. The Planning and Development Director may approve the request if it is anticipated there will be no discernible impact on neighboring properties, the general public, or those intended to use or occupy the existing or proposed home business. If approved by the Planning and Development Director, the minimal easing of the requirements shall continue with the duration of the home business and home business permit while it remains valid. If the Planning and Development Director, after review of the submittal determines the request is more than a minimal easing of the Standards for Approval, a Conditional Use Permit for a significant easing of the requirements may be required.

D. A minimal easing of the standards shall be consistent, comparable, and not more extensive than the following: adding up to two additional on-site employees, adding up to two additional parking spaces, creating an outdoor storage area (less than 500 square- ~~feet-~~) that is or will be screened from adjacent properties or the road right-of-way, or adding a shed for storage not greater than 120 square- ~~feet-~~ in size.

E. The minimum easing of the standards shall not be objectionable to its surroundings due to nuisance factors such as exterior appearance, the emission of odor, gas, dust, smoke, or noise.

F. Home business owners may appeal a decision by the Planning and Development Director to the Board of Adjustment as identified in Chapter ~~Ch.~~ 92.02.

### 4. Significant Easing of Requirements.

A. Home business owners that have demonstrated compliance with the standards for home businesses for a minimum one year and that have plans for more significant expansions or deviation of the requirements due to the nature of the home business, other unique circumstance, or growth may submit a Conditional Use Permit application to be reviewed by the County under the process identified in Chapter 90.03, Application for a Conditional Use Permit.

B. Applications may only be submitted for significant expansions that are temporary and include plans to transition from the current home business location to a permanent location zoned for the home business use.

C. Before an applicant may submit a conditional use permit application, the applicant shall attend conceptual review meeting with County departments and other applicable entities as appropriate. The applicant shall submit a conceptual review application prior to the meeting, including a proposed site development plan and a narrative of the proposed development. A conceptual review meeting may be waived, upon written request to the Director or their designee, by all members of the Interagency Review Team.

D.-C. Applicants shall submit a Conditional Use Permit application, written narrative, the requested timeframe for transitioning the home business (not greater than three years), standards from which a significant easing of the requirements is requested, a site development plan showing existing and proposed site improvements and meeting the requirements of Chapter 88, General Site Planning Standards, and other related materials as requested by Planning and Development staff.

E.-D. The maximum time period an applicant may request before transitioning to a permanent location zoned for the home business use is three years. Applicants may request a one time extension, not to exceed up to two years, through a Conditional Use Permit modification application submittal to be reviewed under the process identified in Chapter 90.03, Application for a Conditional Use Permit.

5. Biennial Renewal. The home business permit is required to be renewed once every two years by completion of a renewal application.

6. Violation of the Standards for Approval. Any home business not operating within the Standards for Approval as described in subsection 1 of this section shall be subject to Section 92.11, Enforcement, and may be subject to an annual or semiannual inspection with conditions as needed as a follow-up to the inspection.

*(Ord. 278 - Jan. 19 Supp.)*

## **89.02 SIGNS.**

The purposes of these regulations are to encourage the effective use of signs; to

protect and enhance the aesthetic environment; to create an environment that promotes economic development; and to protect and improve pedestrian and traffic safety.

1. Applicability; Effect. Any signs maintained, created, painted, or erected in the County shall be done in conformance with the standards, procedures, exemptions, and other requirements of these regulations.

**(Ordinance No. 184)**

2. Permitted Signage and Dimensional Requirements.

A. Computation of sign area shall include the combination of the writing, emblem, illustrations, or other display, together with any background material or color forming an integral part of the display, but not including the supporting framework. On a multi-faced sign, the area is computed from only one face so long as the distance between the two sign faces does not exceed three feet at any one location.

**(Ordinance No. 184)**

B. Computation of height shall be measured from average ground level, exclusive of any filling, berming, mounding, or excavating solely for the purpose of locating the sign, to the highest point of the sign or support structure, whichever is tallest.

C. Any building sign extending more than six inches from the wall to which it is attached shall allow a minimum of 12 feet of clearance from the average ground level, as measured in paragraph B of this subsection.

**(Ordinance No. 184)**

3. Limitations. The general sign types "external" and "internal" are allowed in each base zone district, subject to the following limitations:

**(Ordinance No. 184)**

A. A-1, Agricultural; A-2, Agribusiness.

**(Ordinance No. 208)**

(1) Total cumulative sign area of all external signs on a lot, parcel, or tract, with the exception of building signs, shall not exceed 32 square feet.

(2) External signs, with the exception of building signs, shall not exceed 20 feet in height.

(3) There is no cumulative maximum area for internal signs.

(4) External or internal signs shall not be illuminated.

**(Ordinance No. 184)**

(5) Portable signs are not permitted.

B. GBC, Greenbelt-Conservation.

(1) Total cumulative area of all external signs on a lot, parcel, or tract shall not exceed 24 square feet.

- (2) External signs shall not exceed 10 feet in height.
- (3) There is no cumulative maximum area for internal signs.
- (4) External or internal signs shall not be illuminated.

**(Ordinance No. 184)**

(5) Portable signs are not permitted.

C. AR, Agricultural-Residential; R-1, Transitional Residential; R-2, Urban Residential; RMH<sub>2</sub>-Residential Manufactured Housing Home.

(1) Total cumulative area of all external signs on a lot, parcel, or tract shall not exceed 12 square feet; however, a permanent external sign marking an entry to a subdivision shall not exceed 40 square feet.

- (2) External signs shall not exceed 10 feet in height.
- (3) There is no cumulative maximum area for internal signs.
- (4) External or internal signs shall not be illuminated.

**(Ordinance No. 184)**

(5) Portable signs are not permitted.

D. C-LI, Commercial/Light Industrial; HI, Heavy Industrial.

(1) Total cumulative area of all external signs on a lot, parcel, or tract, with the exception of building signs, shall not exceed 300 square feet.

(2) External signs, with the exception of building signs, shall not exceed 30 feet in height.

- (3) There is no cumulative maximum area for internal signs.
- (4) External and internal signs may be illuminated; however, all illuminated signs shall comply with the following provisions:

- a. Illuminated signs shall be either internally illuminated or externally illuminated by shielded light fixtures so that no direct light or significant glare shall be cast into a residential use or district. Any outdoor light fixture illuminating a sign shall be designed and constructed as a fully shielded light, as defined in Section 85.08, Definitions, to ensure that no light rays are emitted by the installed fixture at angles above the horizontal plane.

- b. All light fixtures used to illuminate an external sign shall be mounted on the top of the sign structure and directed downward to minimize light pollution.
- c. Signs shall not have blinking, flashing, or fluttering lights, beacons, or other illuminating devices that have a changing light intensity, brightness, or color.
- d. For any internally illuminated sign, dark backgrounds with light lettering or symbols are preferred to minimize detrimental effects.
- e. Internally illuminated signs may be illuminated from 5:00 a.m. until 11:00 p.m., or one (1) hour past the close of business or the facility, whichever is later.

~~be shielded so that no direct light or significant glare shall be cast into a residential use or district.~~

- ~~a. All lighting fixtures used to illuminate an outdoor sign shall be mounted on the top of the sign structure to minimize light pollution.~~
- ~~b. Signs shall not have blinking, flashing, or fluttering lights or other illuminating device that has a changing light intensity, brightness, or color with exception of signs or portions of signs designed primarily for the display of time and temperature and on-premise electronic message centers.~~

**(Ordinance No. 184)**

- ~~c. Flashing beacons are not permitted.~~

**(Ordinance No. 184)**

#### 4. Application for Sign Zoning Permit Requirements.

A. An application for a sign zoning permit shall follow requirements set forth in Section 92.10, Required Permits. Any sign erected, modified, or placed on a lot or building ~~that does not meet the criteria in paragraph 6(A) of this section~~ shall require an application for a sign zoning permit. The owner of such sign shall secure a sign permit prior to the sign being erected, constructed, reconstructed, moved, enlarged, altered, or illuminated.

**(Ordinance No. 184) (Ordinance No. 192)**

B. Any sign shall not be erected in the public right-of-way unless done so by a licensed government agency, nor shall signs encroach on the right-of-way.

**(Ordinance No. 184)**

C. A sign permit shall be not issued for an existing or proposed sign unless such

sign is in conformity with these regulations and an approved signage plan, if required.  
**(Ordinance No. 184)**

(1) Iowa Department of Transportation approval (if applicable) is required before action on an Application for a Sign Zoning Permit.  
**(Ordinance No. 184)**

5. Exceptions.

A. When in conformance with all other provisions of this section, the following signs are allowed without a sign permit:

(1) Internal signs that are not illuminated.  
(2) External signs that are not illuminated, are no more than six square feet in area, and no more than four feet in height, provided that such signs shall be calculated in the cumulative total sign area for the property and shall not cause the maximum cumulative total area to be exceeded.

(3) Temporary signs, which are not permanently attached to either a structure or the ground and are not erected for more than 90 days.

a. For a lot, parcel, or tract located in the AR, R-1, R-2 and RMH districts, a temporary sign or signs up to 32 cumulative square feet in size, provided that the signs are permitted by the property owner(s) or current resident(s) and removed within the 90-day time limit ~~no other signs are located on the property.~~

B. When in conformance with all other provisions of this section, the following external signs are not computed in the total cumulative sign area:

(1) Internal signs that are not illuminated. ~~Up to three flags per lot or tract, each no more than 16 square feet in area.~~

(2) Building signs in the A-1, A-2, C-LI, and HI Districts, provided the signs occupy no more the 25 percent of the area of the wall to which the signs are attached.

(3) Temporary signs, which are not permanently attached to either a structure or the ground and are not erected for more than 90 days.

a. For a lot, parcel, or tract located in the AR, R-1, R-2 and RMH districts, a temporary sign or signs up to 32 cumulative square feet in size, provided that the signs are permitted by the property owner(s) or current resident(s) and removed within the 90-day time limit.

C. When in conformance with all other provisions of this section, the following exceptional height limitations shall apply.

(1) The maximum height for building signs is equivalent to the height of the roof

line of the building to which they are attached.

~~(2) The maximum height of pennant signs mounted on a freestanding pole or poles by a rope, wire, or string is 35 feet.~~

**(Ordinance No. 184)**

D. When a lot, parcel, or tract is over 30 acres (net) in size, a 25 percent bonus to the total cumulative area of all external signs shall be allowed, provided that:

(1) No single sign shall be larger than the maximum square footage allowed without the bonus.

(1) A minimum of 300 feet of separation shall occur between any two signs erected with the signage bonus.

E. Signs that have previously received a sign permit are permitted to change the information on the face(s) of an existing sign or the sign face itself provided that the area, height, lighting, or other aspects of the sign regulated by this chapter do not change.

#### 6. Miscellaneous Restrictions.

A. Inflatable signs, tethered balloons, pennants, and strings of lights not permanently attached to a rigid background are all prohibited.

B. All signs and support structures shall be properly maintained in good structural condition at all times.

**(Ordinance No. 184)**

C. No sign shall be erected which by way of its size, shape, placement, content, or illumination:

(1) Obscures, or physically interferes with an official traffic sign, signal or device.

(2) Impairs the vision of drivers in a manner that can be constituted as a traffic hazard, or that otherwise interferes with the safe movement of traffic.

(3) Imitates or resembles an official sign, signal, or device, or is otherwise confusing or misleading to the public.

D. Signs shall be located in accordance with the vision clearance provisions of Chapter 88.06.

E. With the exception of vehicles used for emergency and road construction/maintenance purposes, no illuminated sign shall be constructed upon or affixed to a mobile or portable device.

F. No sign shall be affixed to or painted on trees or other natural features.

7. Nonconforming Signs.

A. Signs that do not conform to these regulations shall not be altered or enlarged in any way to aggravate the nonconforming condition. A sign shall not be moved or replaced unless to bring the sign into conformity.

***(Ordinance No. 184)***

B. If the nonconforming sign is destroyed by natural causes and is replaced, it shall ~~must~~ be within the stipulations of these regulations. The message of the nonconforming sign may be changed but new nonconformities shall not be created.

***(Ordinance No. 184)***

8. Enforcement. Any violation or attempted violation of these regulations may be restrained or corrected by an injunction or other proceedings in compliance with State law. Any violation of these regulations is a violation of the Ordinance and enforcement to abate the violation will follow requirements as outlined in 92.11, Enforcement.

***(Ordinance No. 192)***

**Amendments to Chapter 92 of the Story County Land Development Regulations for Administration**

**92.10 REQUIRED PERMITS.**

Land shall not be occupied or used, and no building or structure shall hereafter be moved, erected or increased in size and occupied or used in whole or in part for any purpose until all required permits are acquired.

***(Ordinance No. 192)***

1. Types of Permits. Story County may issue the following types of permits as defined in Section 85.08, Definitions: Conditional Use, Zoning, Home Business, Grading, Change of Use, Sign, and Special Events.

***(Ordinance No. 192)***

# STORY COUNTY



## BOARD OF HEALTH

**Dr. John Paschen, Chair**  
**Dr. Molly Lee, Vice-Chair**  
**Dr. John Kluge**  
**Dr. Louisa Tabatabai**  
**Mark Speck**  
**Lisa Heddens (Ex-officio)**

October 8, 2021

Dear Story County Board of Supervisors,

The Story County Board of Health recommends that the Story County Board of Supervisors require all county employees to submit proof of COVID-19 vaccination or, if unvaccinated, submit weekly proof of a negative COVID-19 test, subject to such exceptions as required by law.

The Story County Board of Health (BOH) believes that Story County government has an obligation to protect the health and safety of its employees and the public who access services and programs, or otherwise interface in any manner with employees of Story County. The Centers for Disease Control and Prevention (CDC) has determined that the best way to slow the spread of SARS-CoV-2 (COVID-19) and to prevent infection by the Delta variant or other variants is to be vaccinated. In order to create and maintain a safe work environment that protects employees and the public from infection/transmission of COVID-19, the BOH believes that a mandatory COVID-19 vaccination and testing policy is needed. Additionally, with every organization that takes this approach, it adds impetus and strength to widespread vaccination and supports actions taken by other entities, including Polk County government's COVID-19 Vaccination and Testing Policy and the Federal Administration's Plan to Stop the Delta Variant and Boost COVID-19 Vaccinations.

Sincerely,

Drs. John Paschen, Chair and Molly Lee, Vice Chair  
Story County Board of Health

**APPROVED** **DENIED**  
Board Member Initials: JKL  
Meeting Date: 10-12-21  
Follow-up action: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Secondary Road Department**  
Darren R. Moon, P.E. County Engineer

**Road Department**  
**Quarterly Board Report**  
**10-12-2021**

**Maintenance Work Update:**

We have been working on culvert inspections this year and found quite a few that needed immediate repairs on gravel and paved roads. We have completed many of the repairs but some of the contracted culvert liner work will carry over into next year. We may need to do a budget amendment later this year to account for the cost of these unexpected repairs. Our crews have also been busy working on many wood bridge repairs and the dry weather has helped with the working conditions under some of these bridges. We have also completed many pavement pothole repairs with our spray patcher and completed some full depth concrete patching on R70. Our pavement marking contractor was able to acquire some highway paint even with the shortage so we were able to paint some of our higher priority roads. We are still seeing supply issues and higher prices on paint, wood, metal culverts, and signs.

**Construction Project Updates:**

Ten projects completed in 2021:

	<u>Cost</u>	<u>Status</u>
E18 Asphalt Overlay	\$ 1,025,000 - Bonding	Done
550 <sup>th</sup> Ave. Asphalt Overlay	\$ 148,000	Done
Story City (E15,R61) Asphalt Overlays	\$ 300,000 - FM	Done
E23 Gilbert Asphalt Overlay	\$ 161,000 - FM	Done
E18 Bridge, Warren 19	\$ 480,183 - Grant	Done
Howard 3 Bridge	\$ 78,000	Done
Collins 32 Bridge	\$ 174,000	Done
Warren 6 Bridge	\$ 63,000	Done
New Albany Culvert	\$ 48,000 - Bonding	Done
Collins 7 Bridge	\$ 131,000 - FM	Next week

**Construction Project Design:**

- 220<sup>th</sup> St. (13<sup>th</sup> St.) paving: Our RISE grant application to help fund the paving of the first mile of 220<sup>th</sup> St. east of 580<sup>th</sup> was approved by the DOT and the Nevada annexation was recently approved. Our right-of-way negotiations for the project have been put on hold so the paving project will not take place in 2022.
- Timberland Drive paving near Story City started construction last November but did not get completed before winter shut down. The final lift of asphalt was placed this past spring and we will be paying for our portion of the project, \$200,000 bond funds in FY22. We are waiting on Story City to finalize the project so that we can pay our portion.

**Road Use Tax/Bond Funds:**

We will not be able to show any revenue shortfall to qualify for ARPA funding this year. We could have around \$750,000 in unspent bond money that I would like to propose that we use on some of our other local construction projects if the 220<sup>th</sup> St. paving project does not move forward. We can discuss this further during our budget meetings.

**FEMA Derecho Funding:**

Our approvals from FEMA are nearing completion and we anticipate receiving approximately \$184,000 for debris removal and \$20,000 for sign damage.

**DOT Construction Issues:**

- Hwy 65 construction north of Hwy 30 should be completed in the next two to three weeks where it will be back open to two lane traffic. We were able to work with the DOT on this project to have their contractor overlay a portion of W Main St. on the west side of Zearing that was under county jurisdiction.

**City of Ames Construction:**

-Grant Ave. and W 190<sup>th</sup> stop light installation:  
The stop lights went active last week.

-Lincoln Way closure:

Ames closed Lincoln Way from I-35 to 580<sup>th</sup> Ave. to install city water and sewer in the road right-of-way. The closure could last 8 months. 600<sup>th</sup> Ave. is the official detour.

-The Irons bike path:

The north stretch of the bike path along GW Carver was installed recently in front of the Ames Country Club. It was supposed to be installed so that it would run straight north into W 190<sup>th</sup> but during construction it was turned to the west at the intersection to avoid some utilities. We are requiring them to remove the angled portion and build it according to the original plans for traffic safety reasons.

**Bridge Accidents:**

We had two bridges that were hit by cars this summer that caused structural damage. One was on E15 east of Story City and the other was on 640th Ave. near Maxwell. The repairs have been completed on the E15 bridge and a structural review on the 640th Ave. bridge was completed. We were able to raise the load posting on the 640<sup>th</sup> Ave. bridge to 10 tons from the 3 tons that it was posted right after the accident. There is a company out of the state of Washington that heat straightens truss members. They gave a preliminary quote of \$25,000 to fix the bent member but they did not know when they could complete the work. We put the repair on hold for now. We will be working with the drivers insurance companies to try to recoup the repairs costs.

**Bridge Inspections:**

Our FY21 bridge inspections have been completed by WHKS and we received the report in May. The board recently passed an updated bridge load posting resolution which required more than 30 bridges to be newly posted and the new signs have all been installed. The majority of the new bridge postings were due to the requirement to complete load ratings for some new truck configurations.

**E18 Bridge Repair:**

The repair work started last week on the E18 bridge over Keigley Creek. We hired PCI to drive sheet piling to repair a wood abutment wing that had deteriorated.

**Engineering Technician:**

We still have an Engineering Technician position open to fill our vacancy. Engineering Technicians are in high demand so they are difficult to find.

**Story County FY22 Quarterly Report**  
**September 30, 2021**  
**25% of Year**

	Original		Amended		Sept 30th		Quarter Percent of Budget	Amount Remaining
	Annual Budget				1st Quarter Total			
<b>Expenditures:</b>								
Board of Supervisors	\$1,182,898.00		\$1,296,687.00		\$212,391.35	17.96%	\$970,506.65	
Auditor	\$1,311,687.00				\$222,461.96	17.16%	\$1,074,225.04	
Treasurer	\$952,452.00				\$238,589.10	25.05%	\$713,862.90	
County Attorney	\$3,139,835.00				\$702,283.94	22.37%	\$2,437,551.06	
Sheriff	\$10,448,304.00				\$2,435,961.35	23.31%	\$8,012,342.65	
Recorder	\$506,204.00				\$116,741.00	23.06%	\$389,463.00	
Animal Control	\$500,574.00		\$572,874.00		\$180,463.20	31.50%	\$392,410.80	
General Betterment (40% L.O.S.T.)	\$1,059,248.00		\$1,062,248.00		\$49,890.13	4.70%	\$1,012,357.87	
Engineer	\$8,178,886.00		\$10,075,187.00		\$2,800,169.97	27.79%	\$7,275,017.03	
Veteran Affairs	\$128,599.00		\$138,599.00		\$24,429.73	17.63%	\$114,169.27	
Conservation Board	\$2,935,114.00		\$3,346,669.00		\$627,744.50	18.76%	\$2,718,924.50	
Environmental Health	\$368,190.00				\$68,865.39	18.70%	\$299,324.61	
IRVM	\$354,414.00				\$100,166.19	28.26%	\$254,247.81	
Community Services	\$404,406.00				\$80,632.57	19.94%	\$323,773.43	
Community Life	\$101,450.00		\$106,450.00		\$9,370.36	8.80%	\$97,079.64	
Human Services Center	\$561,576.00		\$598,976.00		\$130,879.28	21.85%	\$468,096.72	
Facilities Management	\$1,532,212.00		\$1,480,812.00		\$195,797.53	13.22%	\$1,285,014.47	
Information Technology	\$1,205,660.00				\$394,978.79	32.76%	\$810,681.21	
Planning & Development	\$349,857.00				\$78,540.44	22.45%	\$271,316.56	
Justice Center Facilities	\$1,657,315.00		\$880,115.00		\$220,859.31	25.09%	\$669,255.69	
DHS	\$65,200.00				\$8,938.21	13.71%	\$56,261.79	
Mental Health	\$1,892,751.00				\$104,730.99	5.53%	\$1,788,020.01	
Juvenile Court Services	\$100,050.00				\$21,550.17	21.54%	\$78,499.83	
Countywide Services	\$12,202,515.00		\$22,574,929.00		\$1,737,049.48	7.69%	\$20,837,879.52	
<b>Total Expenditures:</b>	\$51,139,397.00		\$63,103,767.00		\$10,763,484.94	17.06%	\$52,340,282.06	

Fund Balance Status:	Committed	Restricted/Assigned	% of exp YTD
General Basic Fund	\$19,004,846.05	\$3,543,307	20.99%
ARPA Subfund	\$9,371,748.39	\$9,371,748	0.71%
General Supplemental Fund	\$3,132,931.03	\$3,132,931	26.16%
County Services MHDS Fund	\$1,170,941.91	\$1,170,942	5.53%
Rural Services Fund	\$3,809,797.88	\$3,809,798	12.63%
TIF Fund	\$235,116.03	\$235,116.03	0.00%
Secondary Roads Fund	\$5,362,313.86	\$5,362,314	22.69%

**Story County FY22 Quarterly Report**  
**September 30, 2021**  
**25% of Year**

Departmental Revenues:	Original Annual Budget	Amended	Sept 30th		Quarter Percent of Budget	Amount Remaining
			1st Total			
Auditor	\$106,550.00		\$3,859.83		3.62%	\$102,690.17
Treasurer	\$941,310.00		\$235,285.52		25.00%	\$706,024.48
County Attorney	\$441,000.00		\$91,236.14		20.69%	\$349,763.86
Sheriff	\$1,153,570.00		\$266,137.10		23.07%	\$887,432.90
Recorder	\$603,260.00		\$192,459.49		31.90%	\$410,800.51
Animal Control	\$41,900.00		\$17,092.59		40.79%	\$24,807.41
Engineer	\$7,876,230.00		\$1,567,429.36		19.90%	\$6,308,800.64
Veteran Affairs	\$10,100.00	\$20,100.00	\$10,000.00		49.75%	\$10,100.00
Conservation Board	\$681,850.00	\$873,430.00	\$135,614.57		15.53%	\$737,815.43
Environmental Health	\$73,940.00		\$21,546.12		29.14%	\$52,393.88
IRVM	\$35,810.00		\$1,289.94		3.60%	-\$1,289.94
Community Services	\$1,900.00		\$0.00		0.00%	\$1,900.00
Community Life	\$212,296.00		\$38,079.50		17.94%	\$174,216.50
Facilities Management	\$437,720.00		\$2,600.00		0.59%	\$435,120.00
Information Technology	\$9,600.00		\$6,900.00		71.88%	\$2,700.00
Planning & Development	\$43,400.00		\$10,686.09		24.62%	\$32,713.91
DHS	\$190,000.00		\$55,062.44		28.98%	\$134,937.56
Mental Health	\$0.00		\$0.00		0.00%	\$0.00
Countwide Services	\$35,519,681.00	\$45,215,214.00	\$24,578,825.71		54.36%	\$20,636,388.29
<b>Total Revenues:</b>	<b>\$48,380,117.00</b>	<b>58,277,230.00</b>	<b>\$27,234,104.40</b>		<b>46.73%</b>	<b>\$31,043,125.60</b>