

The Board of Supervisors met on 1/25/22 at 10:00 a.m. in the Story County Administration Building. Latifah Faisal, Linda Murken, and Lisa Heddens, with Faisal presiding. (all audio of meetings available at [storycountyiowa.gov](http://storycountyiowa.gov)).

**ADOPTION OF AGENDA:** Murken moved, Heddens seconded adopting the agenda as presented. Motion carried unanimously (MCU) on a roll call vote.

**MINUTES:** 1/18/22 Minutes – Heddens moved, Murken seconded the approval of the 12/28/21 Minutes as presented. Roll call vote. (MCU)

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

1. William McBride Site Development Plan and Zoning Permit
2. Resolution #22-51, Setting Date and Time for A Public Hearing for 2/1/22, for First Consideration of Ordinance No. 302, Amending Chapter 80 - Floodplain Management Program
3. Amended and Proposed Attorney Pay Matrix

Roll call vote. (MCU)

**SECOND CONSIDERATION OF ORDINANCE NO. 301, AQUATIC FACILITY:** Kimberly Grandinetti,

Environmental Health Director, reported no additional comments were received; she requested approval on second consideration. Faisal opened the public hearing at 10:04 a.m., and, hearing none, she closed the public hearing at 10:04 a.m. Heddens moved, Murken seconded the approval of Second Consideration of Ordinance No. 301, Aquatic Facility, and Waived the Third Consideration. Roll call vote. (MCU)

**AMERICAN RESCUE PLAN ACT (ARPA) PROGRAM MANAGER:** Alissa Wignall, Director of Internal Operations and Human Resources, reported on the job description, posting, and hiring timeline. The anticipated start date is mid-March. It is a temporary position with health insurance. Wignall reported the salary range was derived from comparable positions in the region. Not included yet are hardware and workstation costs. The Board concurs on salary. Murken moved, Heddens seconded the approval of the job specifications for the American Rescue Plan Act (ARPA) Program Manager and for staff to hire. Roll call vote. (MCU)

**AMERICAN RESCUE PLAN ACT (ARPA) PRELIMINARY ELIGIBILITY DETERMINATIONS FOR INTERNAL AND EXTERNAL APPLICATIONS:** Leanne Harter, County Outreach and Special Projects Manager, reported on reported on determination of application eligibility, total funding, and next steps. Based on final rules released by the federal government staff recommends the Board direct staff to notify recipients and begin the process for contract development. The Board concurs. Sandra King, Director of External Operations and County Services, provided additional detail regarding eligibility and final federal guidelines. Heddens moved, Murken seconded the approval of all preliminary eligibility determinations for internal and external applications with noted changes, and directed staff to notify recipients and begin the process for contract development. Roll call vote. (MCU)

**RESOLUTION #22-53 EXPRESSING DESIRE TO JOIN THE MID-IOWA PLANNING ALLIANCE (MIPA) FOR COMMUNITY DEVELOPMENT AND SETTING INITIAL FINANCIAL CONTRIBUTION IN THE AMOUNT OF \$1,711.00:** Leanne Harter, County Outreach and Special Projects Manager, provided background information, and requested direction from the Board. Discussion took place. Gunner Olson, Communications and Strategy Manager, Des Moines Area Metropolitan Planning Organization (MPO), reported on the *per capita*-based fee. Murken asked about impact of additional funding. Olson stated that would be a Board decision. Murken moved, Heddens seconded the approval of Resolution #22-53, Expressing Desire to Join the Mid-Iowa Planning Alliance for Community Development and Setting Story County Initial Financial Contribution of \$1,711.00. Roll call vote. (MCU)

**UPDATE ON FY22 QUARTERLY FINANCIAL REPORT:** Lisa Markley, Assistant Auditor, reported on ending fund balances, expenditures, and revenues as of 12/31/21.

**UPCOMING AGENDA ITEMS:** Faisal reported on there will be a resolution for Climate Resiliency Planning next week.

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

Heddens moved, Murken seconded to adjourn at 10:33 a.m. Roll call vote. (MCU)

**Story County Board of Supervisors  
Meeting Agenda  
Administration Building  
900 6th St., Nevada, IA  
1/25/22**

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

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

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

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. 1/18/22 Minutes  
  
Department Submitting Auditor
8. CONSIDERATION OF PERSONNEL ACTIONS:
9. 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 William McBride Site Development Plan And Zoning Permit

Department Submitting Planning and Development

Documents:

STAFF MEMO.PDF  
PARKING PLAN.PDF  
BUILDING PLAN.PDF  
APPLICATION.PDF

- II. Consideration Of Resolution #22-51, Setting Date And Time For A Public Hearing For February 1, 2022, For First Consideration Of Ordinance No 302 Amending Chapter 80 - Floodplain Management Program

Department Submitting Planning and Development

Documents:

RESOLUTION 22 51.PDF

- III. Consideration Of Amended And Proposed Attorney Pay Matrix

Department Submitting Story County Attorney

Documents:

PROPOSED ATTORNEY MATRIX.PDF

#### 10. PUBLIC HEARING ITEMS:

- I. Second Consideration Of Ordinance #301, Aquatic Facility - Kimberly Grandinetti

Department Submitting Environmental Health

Documents:

ORDINANCE NO 301.PDF  
CHAPTER 64 FINAL.PDF

#### 11. ADDITIONAL ITEMS:

- I. Discussion And Consideration Of American Rescue Plan Act (ARPA) Program Manager - Alissa Wignall

Department Submitting Human Resources

Documents:

ARPA PROGRAM MANAGER.PDF  
ARPA PROGRAM MANAGER JOB POSTING.PDF  
ARPA PROGRAM MANAGER TIMELINE AND COSTS.PDF

- II. Consideration Of American Rescue Plan Act (ARPA) Preliminary Eligibility Determinations For Internal And External Applications - Sandra King

Department Submitting Board of Supervisors

Documents:

ARPA DETERMINATIONS 1 25 22.PDF

- III. Consideration Of Resolution #22-53 Expressing Desire To Join The Mid-Iowa Planning Alliance For Community Development And Setting Initial Financial Contribution In The Amount Of \$1,711 - Leanne Harter

Department Submitting Board of Supervisors

Documents:

RES2253.PDF

12. DEPARTMENTAL REPORTS:

13. OTHER REPORTS:

- I. Update On FY'22 Quarter Financial Report - Lisa Markley

Department Submitting Auditor

Documents:

QTR FINANCIAL RPRT FY22.PDF

14. UPCOMING AGENDA ITEMS:

15. PUBLIC COMMENT #2:

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

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

17. ADJOURNMENT:

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

Story County Board of Supervisors  
Agenda  
1/25/22

NAME

ADDRESS

Alissa Wignall  
Leanne Butler

805  
805



- 02/14/20
- **88.10 Screening of Mechanical Equipment and Refuse Collection Areas:** All refuse collection is located inside of the eastern building.
  - **88.11: Minimum Landscaping Standards:** The area of the impervious surface is 1,260 square feet. Our landscaping requirement requires 20% of the total impervious surface to be landscaped. The county also requires one tree for every five parking spaces for parking lots over 10 spaces. The existing landscaping (row of trees on the western lot line and tree on the east side of the Sorem building) meets the requirement of our impervious surface requirement.
  - **88.13 Traffic Impact Analysis:** A traffic impact study is not required as less than 100 trips will be generated to the site.
  - **Interagency Review:** The permit was routed to county departments. The Environmental Health Department noted that the addition would impact the drain for the eastern building's pit. If the pit was to still be used, the drain would need to be relocated. The applicant indicated that it was not in use. A condition is recommended that pit is filled as part of the addition project.

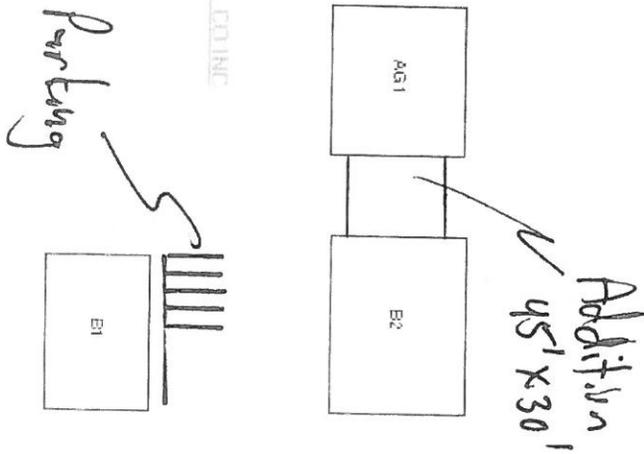
As the site plan meets all requirements in the Story County Land Development Regulations, Planning and Development staff recommended the board approve the site plan and zoning permit with the condition that the eastern building's pit is filled prior to the issuance of the final zoning permit.





B1 MILL POLE FR. WAREHOUSE, 1983, 42 x 83  
B2 MILL POLE FR. WAREHOUSE, 1978, 54 x 72  
AG 1 - STEEL UTILITY, 1983, 54 x 60

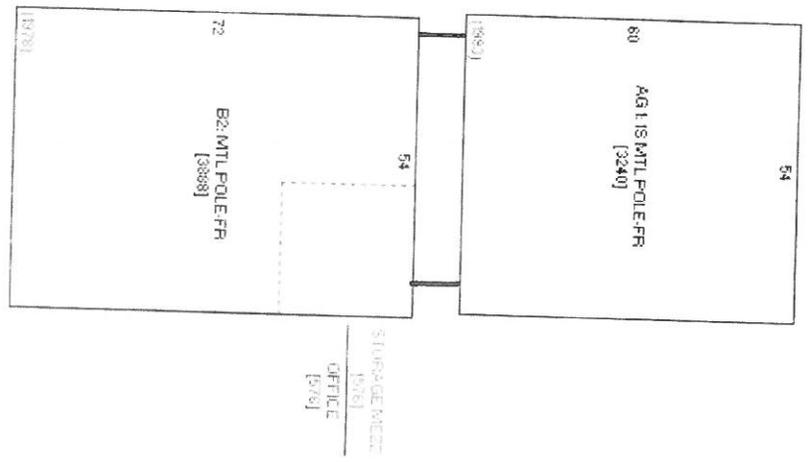
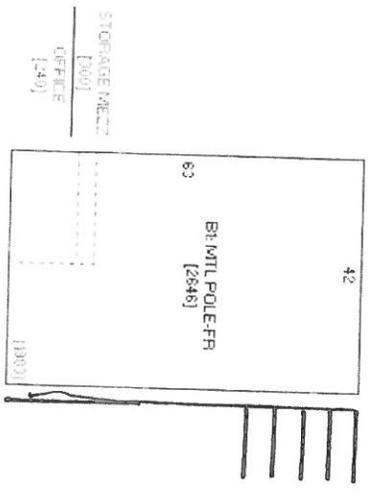
HEWERT'S WELL CO. INC.

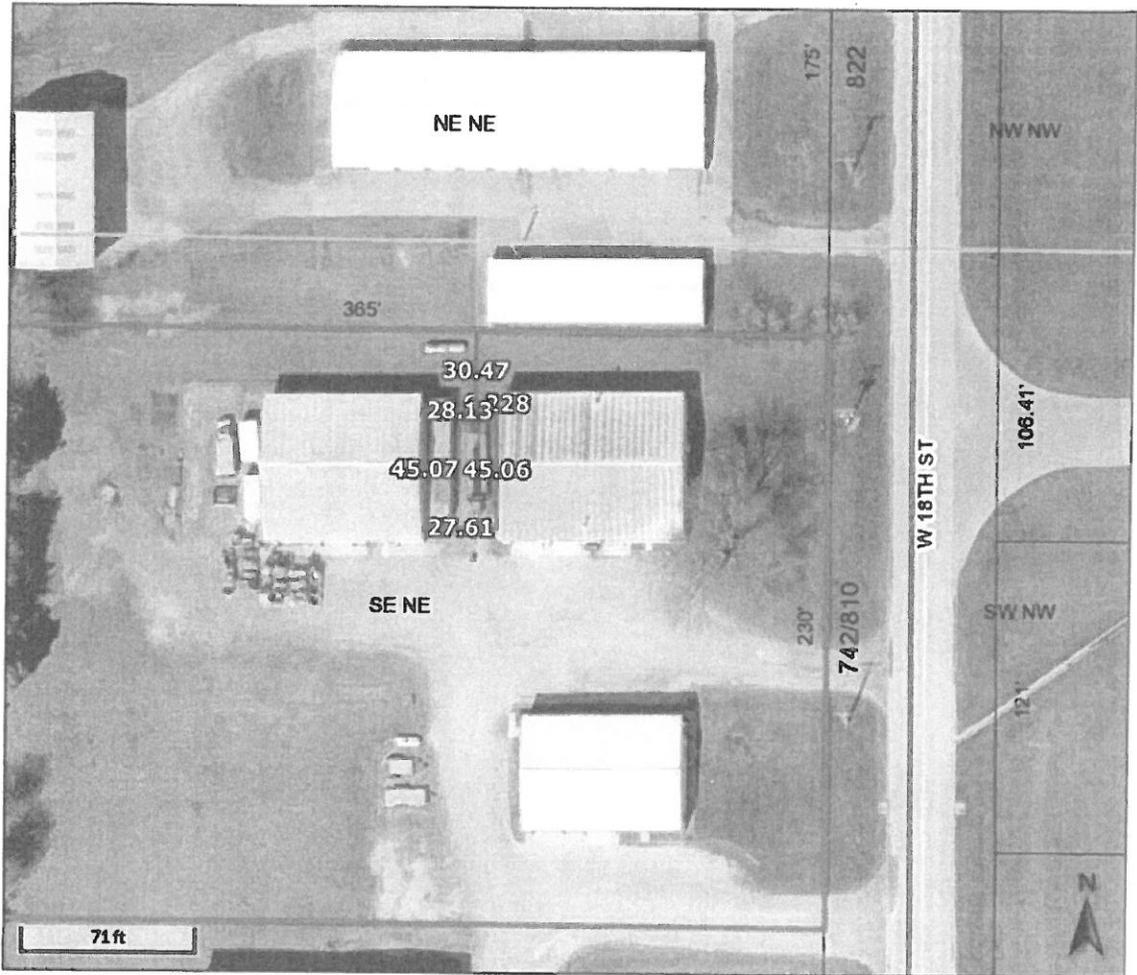


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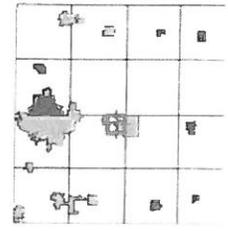
DATE: 11/11/83

SEARCHED INDEXED SERIALIZED





**Overview**



**Legend**

-  Parcels
-  Lots
-  Townships
-  Corporate Limits
-  Road Centerlines

<b>Parcel ID</b>	1011250180	<b>Alternate ID</b>	1011250180	<b>Owner Address</b>	MCBRIDE, WILLIAM E & CHERYL M-CTR
<b>Sec/Twp/Rng</b>	11-83-23	<b>Class</b>	C - COMMERCIAL		816 CHEROKEE ST
<b>Property Address</b>	742 W 18TH ST	<b>Acres</b>	n/a		NEVADA, IA 50201
	NEVADA				
<b>District</b>	52080 - GRANT TWP/NEVADA SCH				
<b>Brief Tax Description</b>	NELSON SD LOT 2 EX S120'				
	(Note: Not to be used on legal documents)				

**Concerning Assessment Parcels and Platted Lots Within the City of Ames Jurisdiction:**  
 The solid parcel boundary lines represent the legal description as recorded and are not necessarily the official platted lot lines. Dashed lines are official platted lots. If a parcel contains dashed lines, please contact the Ames Planning & Housing Department (515-239-5400) to determine which lines can be recognized for building permit or zoning purposes. If you have questions regarding the legal description or parcel measurements, please contact the Story County Auditor's office (515-382-7210).

Date created: 11/1/2021  
 Last Data Uploaded: 10/30/2021 12:12:09 AM

Developed by 



## Permit Project

File #: 21-000449 \*\*\*  
742 WEST 18TH ST NEVADA IA 50201  
1011250180

Permits Reviews Inspections Activities Documents Contacts History

EDIT:  
File

Edit Permit: Z21-000191

ADD:  
Activity  
Address  
Alert  
Contact  
Document  
Email  
Inspection  
Letter  
Note  
Payment  
Permit  
RoutePermit #: Z21-000191  
Permit Type: Zoning Permit (Building Permit)  
Sub Type: Non-Residential (Commercial) ▼  
Work Description: warehouse/storageApplicant: Sorem Mfg Co Inc - Bill McBride ▼ \*\*\*  
Status: On Hold ▼ Application Date: 11/01/2021  
Total Amount: \$ 104.07 Approval Date:  
Amount Paid: \$ 104.07 Issue Date:  
Balance Due: \$ 0.00 Expiration Date:  
Valuation: 36,045.00 \*\*\* Close Date:  
Last Inspection:  
Non-Billable:   
PDP Expiration  
Date: Final Expiration  
Date:REPORTS:  
Custom  
Detail  
Summary

I understand I must contact the County Engineers office for an access permit for a new drive or paving or widening an existing drive. If you are taking access from a subdivision road you do not need an access permit from the Engineers Office and can just check the box. (515-382-7355 or engineerweb@storycountyiowa.gov) (Check box below to agree)

I understand: 

If no address has been assigned to this parcel, please first apply for a 911 permit for this address.

Enter 911 permit  
number here (EX:  
N20-000001):Floodplain permit  
number (if  
applicable):Is applicant a Property Owner  
contractor or the  
property owner? ▼

### Please provide the following information on your project

Use of Structure: warehouse/storage

Dimensions: 30' x 45'

Height: 19'

Is this application No  
for a solar energy  
system: ▼Is this for a new

dwelling? (Check  
box if yes):

Anchor Store  
Square Footage:  
Auto Sales Square  
Footage:  
Bank Primary  
Location with  
basement Square  
Footage:  
Bank Drive-Up with  
basement Square  
Footage:  
Banquet/Concert  
Halls, Gathering  
Spaces Square  
Footage:  
Bowling Alley  
Square Footage:  
  
Car Wash - Full  
Service Square  
Footage:  
Car Wash - Drive  
Thru Square  
Footage:  
Convenience Store  
Square Footage:  
Fence Linear Feet:  
  
Franchise Service  
Square Footage:  
  
Gas Station Without  
Bays Square  
Footage:  
  
General Office  
Building (without  
basement) Square  
Footage:  
Greenhouse  
Without Utilities  
Square Footage:  
Grain Storage  
Concrete or Steel  
Type Square  
Footage:  
Grocery Square  
Footage:  
Library Square

Apartment Building  
Square Footage:  
Auto Service Square  
Footage:  
Bank Primary  
Location without  
basement Square  
Footage:  
Bank Drive-Up  
without basement  
Square Footage:  
Bed and Breakfast  
House Value:  
  
Campground  
Buildings Square  
Footage:  
Car Wash - Self  
Service Square  
Footage:  
Church Square  
Footage:  
  
Day Care Square  
Footage:  
Fertilizer Building  
Square Footage:  
Gas Station With  
Bays Square  
Footage:  
General Office  
Building (with  
basement) Square  
Footage:  
Greenhouse With  
Utilities Square  
Footage:  
  
Grain Storage Crib  
Type Square  
Footage:  
Grain Storage Flat  
Storage Square  
Footage:  
  
Gym Square  
Footage:  
Lodge or Fraternal

Footage:	building Square
Lumber Storage (office area separate: see item 16) Square	Footage: Manufacturing Heavy Square Footage:
Footage: Manufacturing Light Square Footage:	Medical/Dental Office Building (with basement) Square Footage: Motel/Hotel Square Footage:
Medical/Dental Office Building (without basement) Square Footage:	Nursing Home Square Footage:
Motel/Hotel Common Area Square Footage:	Retail Store Small (one level) Square Footage:
Restaurant Square Footage:	Retail Store Large Square Footage: Shopping Center Neighborhood Square Footage: Storage Shed With Utilities Square Footage: Swimming Pool Square Footage: Tower Guyed Linear Feet: Tower Self Supporting Linear Feet: Wastewater Supply Treatment Facility Engineer's construction value/bid: Wind Energy Systems Engineer's construction value/bid:
Retail Store Large Square Footage: Shopping Center Neighborhood Square Footage: Storage Shed With Utilities Square Footage: Swimming Pool Square Footage: Tower Guyed Linear Feet: Tower Self Supporting Linear Feet: Wastewater Supply Treatment Facility Engineer's construction value/bid: Wind Energy Systems Engineer's construction value/bid:	School Square Footage: Shopping Center Regional Square Footage: Storage Shed Without Utilities Square Footage: Theatre Square Footage: Tower Monopole Linear Feet: Warehouse Square 1350 Footage:  Water Supply Treatment Facility Engineer's construction value/bid:

Please check the following boxes to acknowledge:

**I will contact my electric provider for setback requirements from electric lines**

∴



**I understand that a State Electrical Inspection and Permit may be required.**

**Apply online at <https://iowaelectrical.gov/> or contact Mark Miller with the State Fire Marshal Division Electrical Bureau at 515-210-0832 or [mcmiller@dps.state.ia.us](mailto:mcmiller@dps.state.ia.us).**

∴



**Required Attachments**

**Site Development**   
**Plan showing proposed building in relation to property, setbacks, and conformance with Chapter 88 General Site Planning Standards.:**

Additional Documents:   
 810 W 18th Addition.pdf

**Blue Prints/Construction Drawings, attach for all buildings applying for:**   
 742 W 18th Site Plan.pdf

Will there be any Tier 2 materials onsite?

**Certification and Signature**

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

**Signature:** signature.png

**---INTERNAL ONLY---**

Add \$100 Violation

Fee:

Conditions:

**Permit Fees**

Quantity	Fee	Description	Amount	Total
	Zoning Fee			54.07
	Site Plan Review Fee			50.00
		<b>Plan Check Fees:</b>		<b>104.07</b>
		<b>Other Fees:</b>		<b>0.00</b>
		<b>Total Fees:</b>		<b>104.07</b>

**Payments**

Date	Type	Reference	Note	Receipt #	Received From	Amount
11/01/2021	Credit	168503645	Heartland	388	MCBRIDE, WILLIAM E & CI	104.07
					<b>Amount Paid:</b>	<b>104.07</b>
					<b>Balance Due:</b>	<b>0.00</b>

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

Please return to:  
Planning & Development

STORY COUNTY IOWA  
RESOLUTION OF THE BOARD OF SUPERVISORS  
RESOLUTION NO. 22-51

SETTING DATE AND TIME FOR PUBLIC HEARING FOR FEBRUARY 1, 2022, FOR FIRST  
CONSIDERATION OF ORDINANCE NO. 302 AMENDING CHAPTER 80 – FLOODPLAIN  
MANAGEMENT PROGRAM, 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) states a proposed ordinance shall be considered and receive a favorable vote for passage in accordance with Section 331.302 (6) of the Code of Iowa, as amended; and

AND WHEREAS, Section 1.11 (2)(B) states the title of the proposed ordinance shall be published in accordance with Section 331.305 of the *Code of Iowa*, as amended, 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; and

NOW THEREFORE BE IT RESOLVED that a public hearing date on this matter be held on the proposed Ordinance No. 302 on the 1<sup>st</sup> day of February, 2022, at 10:00 AM at the Public Meeting Room of the Story County Administration Building, 900 6<sup>th</sup> Street Nevada, Iowa, 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 25<sup>th</sup> day of January, 2022.

  
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 

Assistant County Attorney Pay Matrix

	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Attorney I	66,894	70,239	73,584	76,929	80,274	83,619	86,962
Attorney II	90,307	93,653	96,998	100,342	103,686	107,032	110,376
Attorney III		113,688	117,098	120,611			

The County Attorney has full discretion as to the classification in which the Assistant County Attorney works. The County Attorney at his/her discretion may hire an individual as an Assistant County Attorney at any step within the pay matrix based on their years and type of experience as an attorney admitted to the practice of law. Assistant County Attorneys will move to the next step in the pay matrix effective on the Assistant County Attorney's anniversary date. An Assistant County Attorney shall not be advanced to the next step in the pay matrix if his/her performance is unsatisfactory according to the County Attorney. The Assistant County Attorney shall be given recommendation to improve his/her performance and eligible to advance to the next step in the pay matrix six (6) months following the date he/she was scheduled to advance.

**APPROVED**      **DENIED**

Board Member Initials: 

Meeting Date: 1.25.22

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

\_\_\_\_\_

\_\_\_\_\_

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

Prepared by Kimberly Grandinetti, Story County Environmental Health Director, 900 6<sup>th</sup> St., Nevada, Iowa 50201  
Return to Story County Environmental Health Department

**ORDINANCE NO. 301**

**AN ORDINANCE TO ADD CHAPTER 64 "AQUATIC FACILITIES" TO THE COUNTY CODE OF ORDINANCES, PERTAINING TO FACILITIES AS DEFINED IN 641 IAC CHAPTER 15,**

**WHEREAS, the Board of Supervisors approved the Code of Ordinances of Story County, Iowa, on May 29, 2018,**

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

WHEREAS, the Story County Board of Health determined a need to safe guard public health by supplementing 641 IAC Chapter 15 within the geographical boundaries of Story County; and

AND WHEREAS, on December 21, 2021, the Story County Board of Health has recommended the Board of Supervisors consider adding Chapter 64 "Aquatic Facilities" to the Code of Ordinances.

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

WHEREAS: if any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional; and

WHEREAS: this ordinance shall be effective after its final passage, approval and publication of the ordinance or a summary thereof, as provided by law on February 11, 2022.

THEREFORE, HEREBY BE IT ORDAINED, that the Story County Board of Supervisors approves Ordinance No. 301.

Action upon FIRST Consideration: Approved  
DATE: January 18, 2022

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

Action upon SECOND Consideration: Approved  
DATE: January 25, 2022

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

Action upon THIRD Consideration: Waived  
DATE: February 1, 2022

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

ADOPTED THIS 25th day of January, 2022.

  
\_\_\_\_\_  
Story County Board of Supervisors

  
\_\_\_\_\_  
ATTEST: County Auditor

## CHAPTER 64

### AQUATIC FACILITY

64.01 Purpose	64.08 Aquatic Facility Personnel
64.02 Applicability	64.09 Daily Pre-Opening Inspection Checklist
64.03 Adoption of State Code	64.10 Inspections
64.04 Inspection Agency	64.11 Violations and Corrective Measures
64.05 Additional Rules	64.12 Enforcement
64.06 Terms Used	64.13 Severability Clause
64.07 Facility Requirements	

**64.01 PURPOSE.** The purpose of this chapter is to safeguard public health by supplementing *Iowa Administrative Code (IAC) 641-15(135I)*.

**64.02 APPLICABILITY.** The provisions contained herein apply to all Aquatic Facilities within the geographical boundaries of Story County, Iowa and applicable to *IAC 641-15.1(1)* and excluding those defined in *IAC 641-15.1(2)*. Rules in this chapter shall apply to new and existing Aquatic Facilities unless otherwise noted. Existing Aquatic Facilities shall comply on or before March 1, 2022.

**64.03 ADOPTION OF STATE CODE.** Pursuant to Chapter 137 of the *Code of Iowa*, the Story County Board of Health adopts in its entirety, by reference, the following Iowa Administrative Code Chapter: *641 IAC 15(135I) – SWIMMING POOLS AND SPAS*.

**64.04 INSPECTION AGENCY.** Inspection Agency is designated in accordance with agreements executed by Iowa Department of Public Health pursuant to the authority of Iowa Code Chapters 28E and 135I.

**64.05 ADDITIONAL RULES.** Pursuant to Section 137.104 of the *Code of Iowa*, the Board of Health adopts the additional rules contained in this chapter regulating aquatic facilities.

**64.06 TERMS USED.** Terms used with specific meanings in this chapter:

- 1. AQUATIC FACILITY** means a physical place that contains one or more aquatic venue and support infrastructure.
- 2. AQUATIC VENUE** means an artificially constructed structure or modified natural structure where the general public is exposed to water intended for recreational or therapeutic purpose and where the primary intended use is not watering livestock, irrigation, water storage, fishing, or habitat for aquatic life. Such structures do not necessarily contain standing water, so water exposure may occur via contact, ingestion, or aerosolization. Examples include, but are not limited to; swimming pools, wave pools, lazy rivers, surf pools, spas (including spa pools and hot tubs), therapy pools, waterslide landing pools, spray pads, and other interactive aquatic venues.

3. **CERTIFIED, LISTED, AND LABELED** means equipment, materials, products, or services included in a list published by an ANSI accredited certification organization where said equipment, material, product, or service is evaluated against specific criteria and whose listing either states that it meets identified standards or has been tested and found suitable for a specified purpose. In sections of this code where equipment, materials, products, or services are referred to with terms such as "approved", "verified" or similar terms to a referenced standard, these terms also mean "certified, listed, and labeled."
4. **CERTIFIED OPERATOR IN CHARGE** means a person that meets the requirements pursuant to *IAC 641-15.11* and is responsible for the operations and maintenance of the water quality systems and associated infrastructure of the aquatic facility.
5. **CORRECTIVE ACTION PLAN** means a written response to violations noted during an inspection that shall include actions taken to remediate each violation including the date completed or date remediation will be completed by.
6. **IDPH** means the Iowa Department of Public Health.
7. **IMMINENT HEALTH HAZARD** means a significant threat or danger to health that is considered to exist when there is evidence sufficient to show that a product, practice, circumstance, or event creates a situation that requires immediate correction or cessation of operation to prevent injury based on the number of potential injuries and the nature, severity, and duration of the anticipated injury or illness.
8. **OWNER** means the contact person the facility provides to the IDPH during annual registration. This contact information is then forwarded on to the Inspection Agency by IDPH.
9. **RESPONSIBLE PERSON** means an individual on-site, other than the Certified Operator in Charge, that is responsible for aquatic facility operations and is trained in accordance with Chapter 64, Section 08(2), of the Story County Code of Ordinances as described herein.
10. **SERIOUS DEFICIENCY** means an imminent health hazard that was cited, unavailability of the Certified Operator in Charge, failure to comply with the Corrective Action Plan, and repetitive violations of this Chapter.
11. **VGB** refers to the Virginia Graeme Baker Pool and Spa Safety Act.

## 64.07 FACILITY REQUIREMENTS

1. **CARBON MONOXIDE DETECTORS.** An aquatic facility utilizing fuel burning appliances shall have carbon monoxide detectors with local alarming, certified, listed, and labeled in accordance with UL 2075, in the room with the appliance and all rooms that are immediately adjacent to the space containing fuel burning appliances or vents carrying the products of combustion. Date of installation shall be labeled and visible without removal of detector. Carbon monoxide detector shall be replaced every 2 years or before if required by manufacturer's recommendations.
  
2. **NOTIFICATION OF DESIGNATED SIGNEE.** Aquatic facilities shall designate a person or persons the Inspection Agency is authorized to send official correspondence to on behalf of the facility owner. Form 69-19-001 shall be completed and submitted to the Inspection Agency on an annual basis. For Year-round operating facilities between January 1<sup>st</sup> and January 15<sup>th</sup> of each year; for seasonal operating facilities between May 1<sup>st</sup> and no later than 7 days prior to opening for the season of each year. Any change to the submitted information shall be submitted to the Inspection Agency within 10 days of the change.
  
3. **SIGNAGE.**
  - a. **INSPECTION AGENCY PLACARD.** Placard(s) shall be conspicuously posted on a permanent, water proof, and durable placard in a location where it is readily observable by the patrons in the aquatic facility or venue. The placard shall include the name and contact information of the Inspection Agency.
  
  - b. **POSTING OF WATER TEST RESULTS.** The Inspection Agency may require an aquatic facility to post the previous and most recent water test results. The Inspection Agency shall notify the designated signee of this requirement in writing at least 10 days before the posting is to be displayed for the first time.

Posting shall including the date and time of day tested, for each aquatic venue as specified in *IAC 641-15.4(2)e 1-2* for pools and *IAC 641-15.51(2)e 1-2* for spas; shall be legibly and conspicuously posted on a permanent, water proof, and durable placard in a location where it is readily observable by the patrons. The minimum and maximum standards for these parameters, as specified in Table A for pools and Table B for spas shall be included on the placard.

<b>Table A (Pools)</b>			
	<b>Free Chlorine (ppm)</b>	<b>Total Bromine (ppm)</b>	<b>pH</b>
Preferred range	1.0-8.0	2.0-18.0	7.2-7.8
Closure required if below:	0.6	1.0	6.9
Closure required if above:	8.0	18.0	8.2

<b>Table B (Spas)</b>			
	<b>Free Chlorine (ppm)</b>	<b>Total Bromine (ppm)</b>	<b>pH</b>
Preferred range	2.0-8.0	4.0-18.0	7.2-7.8
Closure required if below:	1.0	2.0	6.9
Closure required if above:	8.0	18.0	8.2

**64.08 AQUATIC FACILITY PERSONNEL**

1. **CERTIFIED OPERATOR IN CHARGE.** Must be reasonably available whenever the pool is in use at the aquatic facility. An aquatic facility is not limited to a single Certified Operator in Charge.
  - a. **TRAINING OF PERSONNEL.** The Certified Operator in Charge of the aquatic facility shall train any staff member that will be responsible for the operation and maintenance of the aquatic facility in the absence of the Certified Operator in Charge, or whenever any portion of the operations and maintenance of the aquatic facility are performed as part of their duties in lieu of the Certified Person in Charge.
  - b. **NOTIFICATION OF CHANGE.** Aquatic Facilities shall provide the Inspection Agency with information on the Certified Operator in Charge. This information must include the name of the Certified Operator in Charge, current contact information, and a copy of their Certified Pool/Spa Operator Certificate. Notification of change shall be submitted within 10 days.
  
2. **RESPONSIBLE PERSON.** Only a Responsible Person shall be allowed to perform operational tasks for the aquatic facility after receiving training from the Certified Operator in Charge.
  - a. **TRAINING FOR RESPONSIBLE PERSONS.** Each Responsible Person must be trained in accordance with this section. A review of training shall be conducted annually by the Certified Operator in Charge for each Responsible Person. Training shall ensure that the Responsible Person:
    - Be capable of testing and recording the required water quality parameters;

- Knows how to make adjustments, as needed, to maintain required water quality parameters;
- Knows general maintenance procedures as required by daily operational verifications or adjustments;
- Knows emergency procedures;
- Be capable of conducting the pre-opening checklist form;
- Be familiar with pump, filter and chemical feed equipment;
- Be capable of draining / cleaning spa;
- Knows the contamination response;
- Knows when an aquatic facility or individual aquatic venue should be closed; and
- Knows how and when to contact the Certified Operator in Charge.

b. **TRAINING RECORDS.** Training records shall be maintained and available for inspection by Inspection Agency upon request. The Certified Operator in Charge shall record the name for each Responsible Person and date training occurred.

**64.09 DAILY PRE-OPENING INSPECTION CHECKLIST.** The Certified Operator in Charge or Responsible Person shall ensure the daily pre-opening inspection checklist is completed and signed before opening for the day. Aquatic facility shall use Form 64-19-002 developed by Story County Environmental Health. Forms shall be kept for one year and available for inspection by the Inspection Agency.

**64.10 INSPECTIONS.** In accordance with the 28E agreement inspections of all aquatic facilities shall be conducted by the Inspection Agency to determine compliance with *IAC 641-15*.

**1. FREQUENCY OF INSPECTION IS DETERMINED AS FOLLOWS:**

- a. **PERIODIC / ROUTINE INSPECTION.** All operating facilities shall be inspected at minimum one time per year. Seasonal pools should be inspected within the first month of operation. The Inspection Agency may increase the periodic inspection if serious deficiencies were identified during previous inspections. The periodic inspection frequency may be increased to a maximum of four times per year. The inspection frequency shall return to an annual basis after three successive inspections with no serious deficiencies.
- b. **SPECIAL INSPECTION.** When the Inspection Agency determines an inspection is required in addition to a periodic (routine) inspection. Examples of where a special inspection will be necessary include, but are not limited to:
- Follow up / Re-inspection to a previous inspection to assure that the appropriate corrective action has been completed as indicated;
  - In response to a complaint regarding the facility or venue;
  - In response to a report of a recreational water illness (RWI);

- In response to a report of a chemical injury / exposure;
  - In response to a reportable incident;
  - In response to a request from a federal, state, or local agency;
  - Other immediate public health concerns;
  - To verify that construction or reconstruction is complete and that the property is ready for a pre-open inspection upon request from IDPH based on unique circumstances.
- c. **INITIAL ROUTINE INSPECTION.** Once IDPH has officially approved and opened a new facility or venue and notified the Inspection Agency the first routine inspection will be conducted within 30 days.

**2. INSPECTION FEES.**

- a. **PERIODIC / ROUTINE INSPECTION FEES.** Inspection fees are as prescribed in *IAC 641-15.12(3)*.
- b. **SPECIAL INSPECTION FEES.** Special inspection fees will be billed pursuant to *IAC 641-15.12(3)c* and as set forth annually by the Story County Board of Health.

**3. PUBLICATION OF INSPECTION REPORTS.** Inspection Agency may publish or post on the web or other source the reports of aquatic facility inspections.

**64.11 VIOLATIONS AND CORRECTIVE MEASURES**

1. **CORRECTIVE ACTION PLAN.** In accordance with *IAC 641-15.6(2)a(4)*, a Corrective Action Plan is required for all violations noted during inspections.
- a. **SUBMISSION DATE.** The corrective action plan shall be submitted to the Inspection Agency on or before the due date listed on the Inspection Report.
  - b. **CORRECTIVE ACTIONS.** Corrective actions shall be completed by the dates prescribed in the approved Corrective Action Plan.
  - c. **FAILURE TO SUBMIT OR COMPLY.** The Inspection Agency may require the closure of an Aquatic Facility for failure to submit a Corrective Action Plan within the timeframe set forth in the inspection report or failure to comply with appropriate corrective action measures identified in the submitted Corrective Action Plan.
2. **VIOLATIONS REQUIRING IMMEDIATE CORRECTION OR CLOSURE.** The Board of Health authorizes the Inspection Agency to immediately close the aquatic facility or individual aquatic venue whenever serious deficiencies or imminent health hazard violations are found and cannot be corrected at the time of inspection until the violations are corrected and the Inspection Agency has given authority to reopen. Immediate correction or closure is required, but not limited to, the following violations:

- Failure to provide supervision and staffing of the aquatic facility or aquatic venue including, but not limited to; Certified Operator in Charge, Responsible Person, or required lifeguard staffing;
- Noncompliance with VGB requirements;
- Aquatic venue bottom not visible;
- Absence of all required lifesaving equipment;
- Total absence of or improper depth markings at an aquatic venue;
- Failure to provide and maintain an enclosure or barrier to inhibit unauthorized access to the aquatic facility or aquatic venue when required;
- Failure to maintain an emergency lighting source;
- Broken, unsecured, or missing main drain grate or any submerged suction outlet grate in the aquatic venue;
- Unprotected overhead electrical wires within 20 feet horizontally of the aquatic venue;
- Non GFCI protected electrical receptacles within 20 feet of the inside wall of the aquatic venue;
- Use of an unapproved or contaminated water supply source for potable water use;
- Plumbing cross-connections between the drinking water supply and aquatic venue water or between sewage system and the aquatic venue including filter backwash facilities;
- A positive check sample (bacteria);
- Disinfection levels above or below that required for operation as prescribed in *IAC 641-15.4(2)a* and *IAC 642-15.51(2)a*;
- pH level below 6.9 OR above 8.2;
- Failure to continuously operate the aquatic venue filtration and disinfection equipment;
- Use of unapproved chemicals or the application of chemicals by unapproved methods to the aquatic venue water;
- Water temperature exceeding 104°F;
- Failing to submit the Corrective Action Plan within the timeframe set forth in the inspection report; or
- At the discretion of the Inspection Agency, for failure of the facility to comply with appropriate corrective action measures identified in the submitted Corrective Action Plan.

**3. CLOSURE SIGN REQUIREMENTS.** Whenever an aquatic facility or individual aquatic venue is closed due to an imminent health hazard violation, closure signage shall be posted. The signage shall include the following information: facility or venue closed, date of closure, reason for closure, and signatures of both the Inspector and Operator in Charge or Responsible Person. The following text shall also be included, *“Concealment, mutilation, alteration, or removal of this placard by any person without permission of [INSPECTION AGENCY] shall constitute a violation of Story County Code of Ordinances.”* This sign shall

not be removed until the Inspection Agency removes the sign or provides documentation to the facility that it can be removed.

#### **64.12 ENFORCEMENT.**

**CIVIL CITATIONS.** Violations of this chapter resulting in a county infraction shall be issued as provided herein and Chapter 3, Section 02, of the Story County Code of Ordinances.

- a. Any employee of the Inspection Agency shall be authorized to issue a citation.
- b. Citation shall contain all information as required by State law, including:
  - Name and address of owner;
  - Description of the infraction attested to by the authorized employee issuing the citation;
  - Amount of civil penalty to be assessed or alternate relief sought, or both;
  - Time and place of court appearance; and
  - The penalty for failure to appear in court.

**64.13 SEVERABILITY CLAUSE.** If any provision of this chapter or its application to any person or circumstances is held invalid, the invalidity does not affect other provisions or applications of this chapter that can be given effect without the invalid provision or application, and to this end the provisions of this are severable.

APPROVED

DENIED

Position: American Rescue Plan Act (ARPA) Program Manager  Dept: Board of Supervisors

Meeting Date: 1.25.22

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

FLSA Status: Exempt

## General Definition of Work

Performs difficult administrative work managing Story County's American Rescue Plan (ARPA) Funds Project ensuring proper administration of grants in accordance with County, State and Federal regulations balancing multiple high priority assignments and maintaining fluency of all ARPA policies and related guidance, and related work as apparent or assigned. Work is performed under the general direction of the Director of External Operation and County Services.

## Qualification Requirements

*To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

### Essential Functions

- 1) Serves as the key program manager for Story County's ARPA funds by developing overall program management plan and monitoring overall program performance and effectiveness against program management plan milestones. Adjusts the plan as needed to ensure ARPA compliance and provides periodic reports (i.e. quarterly and annually) on plan progress to the Board of Supervisors.
- 2) Develops contracts for APRA funds awarded to grantees in consultation with County staff and the Story County's Attorney's Office.
- 3) Manages contracts related to the uses of ARPA funds including but not limited to, compliance with established milestones and timelines and timely and complete reporting from grantees; works with County staff to ensure all County policies and procedures are being followed.
- 4) Monitors, tracks, and reviews federal and state guidelines for ongoing changes and provides timely updates to the Board of Supervisors as necessary.
- 5) Works in cooperation with Story County Auditor and/or Assistant Auditor to meet federal reporting requirements; develops and provides reports necessary to meet reporting requirements.
- 6) Serves as point of contact for grantee questions and public inquiries associated with ARPA funding.
- 7) In collaboration with County staff, develop and implement a monitoring system or dashboard and reporting guidelines to identify unforeseen challenges as early as possible.
- 8) Compiles, reviews, submits, and processes ARPA expenditure requests ensuring audit, fiscal, and performance compliance in accordance with County policy and procedures.
- 9) Perform related ARPA funds management duties as assigned or apparent

### Knowledge, Skills and Abilities

Thorough knowledge of the philosophies, principles and practices of public administration; thorough knowledge of local government organization and administration; thorough knowledge of strategic planning principles, procedures and practices; thorough knowledge of the Code of Iowa and Federal laws and regulations as they relate to public administration and grant administration; thorough knowledge of accounting, fiscal control and management analysis; ability to express ideas effectively in both oral and written format; ability to analyze facts and prepare detailed recommendations and reports; ability to interpret 2 CFR 200 Grants and Agreements or Uniform Grant Management Standards; ability to establish and maintain effective working relationships with county officials, staff and external grantees with diverse backgrounds, interests and points of view; ability to exercise high degree of judgment and discretion; ability to prepare comprehensive reports; ability to demonstrate excellent time management and organizational skills, ability to operate standard office equipment and related hardware and software; ability to learn specialized equipment and software related to county needs.

### Education and Experience

Bachelor's degree with coursework in public administration, business administration or related field and considerable experience working in or with states or local governments in financial/grant program development and administration, or equivalent combination of education and experience.

### **Special Requirements**

Valid driver's license in the State of Iowa.

Applicable position, department, organization and professional training will be provided and must be completed upon hire and on an ongoing basis.

### **Physical Requirements**

This work requires the occasional exertion of up to 25 pounds of force; work frequently sitting, speaking or hearing, using hands to finger, handle or feel and reaching with hands and arms and occasionally requires standing, walking, climbing or balancing, stooping, kneeling, crouching or crawling, pushing or pulling, lifting and repetitive motions; no special vision is required; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, operating motor vehicles or equipment and observing general surroundings and activities.

### **Environmental Conditions**

This work occasionally requires exposure to outdoor weather conditions and exposure to blood-borne pathogens which may require specialized personal protective equipment; work is generally in a moderately noisy location (e.g. business office, light traffic).

Last Revised: 1/20/2022



**STORY COUNTY**  
invites applications for the position of:

## **American Rescue Plan Act (ARPA) Program Manager**

**SALARY:** \$28.85 - \$33.65 Hourly  
\$2,307.69 - \$2,692.31 Biweekly  
\$5,000.00 - \$5,833.33 Monthly  
\$60,000.00 - \$70,000.00 Annually

**OPENING DATE:** 01/25/22

**CLOSING DATE:** 02/08/22 05:00 PM

### **SUMMARY DESCRIPTION:**

Performs difficult administrative work managing Story County's American Rescue Plan (ARPA) Funds Project ensuring proper administration of grants in accordance with County, State and Federal regulations balancing multiple high priority assignments and maintaining fluency of all ARPA policies and related guidance, and related work as apparent or assigned. Work is performed under the general direction of the Director of External Operation and County Services.

This is a temporary, full-time exempt position starting as soon as possible. Based on the ARPA deadline for expending funds, this position is expected to be needed through calendar year 2024 with the possibility of being extended on a full-time or part-time basis. This position will be eligible for Health Insurance and IPERS, but no other County provided benefit.

### **JOB DUTIES/RESPONSIBILITIES:**

- Serves as the key program manager for Story County's ARPA funds by developing overall program management plan and monitoring overall program performance and effectiveness against program management plan milestones. Adjusts the plan as needed to ensure ARPA compliance and provides periodic reports (i.e. quarterly and annually) on plan progress to the Board of Supervisors.
- Develops contracts for APRA funds awarded to grantees in consultation with County staff and the Story County's Attorney's Office.
- Manages contracts related to the uses of ARPA funds including but not limited to, compliance with established milestones and timelines and timely and complete reporting from grantees; works with County staff to ensure all County policies and procedures are being followed.
- Monitors, tracks, and reviews federal and state guidelines for ongoing changes and provides timely updates to the Board of Supervisors as necessary.
- Works in cooperation with Story County Auditor and/or Assistant Auditor to meet federal reporting requirements; develops and provides reports necessary to meet reporting requirements.
- Serves as point of contact for grantee questions and public inquiries associated with ARPA funding. In collaboration with County staff, develop and implement a monitoring

system or dashboard and reporting guidelines to identify unforeseen challenges as early as possible

- Compiles, reviews, submits, and processes ARPA expenditure requests ensuring audit, fiscal, and performance compliance in accordance with County policy and procedures.
- Perform related ARPA funds management duties as assigned or apparent

## QUALIFICATIONS:

Bachelor's degree with coursework in public administration, business administration or related field and considerable experience working in or with states or local governments in financial/grant program development and administration, or equivalent combination of education and experience.

### E-VERIFY PROCESS:

Story County participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered a position with Story County must complete Section 1 of Form I-9 along with the required proof of their right to work in the United States and proof of their identity. Please be prepared to provide required documents on the first day of employment. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 515-382-7200 or go to the US Citizenship and Immigration Services web page at: <http://www.uscis.gov>.

## PHYSICAL & ENVIRONMENTAL CHARACTERISTICS:

This work requires the occasional exertion of up to 25 pounds of force; work frequently sitting, speaking or hearing, using hands to finger, handle or feel and reaching with hands and arms and occasionally requires standing, walking, climbing or balancing, stooping, kneeling, crouching or crawling, pushing or pulling, lifting and repetitive motions; no special vision is required; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, operating motor vehicles or equipment and observing general surroundings and activities. This work occasionally requires exposure to outdoor weather conditions and exposure to blood-borne pathogens which may require specialized personal protective equipment; work is generally in a moderately noisy location (e.g. business office, light traffic).

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.storycountyia.gov>

900 6th Street  
Nevada, IA 50201  
(515) 382-7204

[awignall@storycountyia.gov](mailto:awignall@storycountyia.gov)

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Position #ARPA2021  
AMERICAN RESCUE PLAN ACT (ARPA) PROGRAM MANAGER  
AR

ARPA Program Manager

Timeline

Posting: January 25, 2022 to February 8, 2022

Review of Applicants and schedule interviews: February 9, 2022 to February 11, 2022

Interviews: February 14, 2022 to February 18, 2022

Tentative start date: March 14, 2022

Annual Position Cost

Salary - \$70,000

FICA (7.65%) - \$5,355

IPERS (9.44%) - \$6,608

Health Insurance - \$22,850

Total - \$104,813

Other Costs

Computer

Phone

Software

Office Supplies



County Outreach and Special Projects Manager  
Story County, Iowa  
Administration Building  
900 6<sup>th</sup> Street, Nevada, Iowa 50201

Ph. 515-382-7247 Email: lharter@storycountyiowa.gov  
[www.storycountyiowa.gov](http://www.storycountyiowa.gov)

**APPROVED** **DENIED**  
Board Member Initials: *[Handwritten initials]*

Meeting Date: 1.25.22

Follow-up action: *With changes L; put on hold & #17; funding for food portion only & #15; total funding @ 302,500 & #27; put on hold until (ASSET holding funds for next year)*

**MEMORANDUM**

**TO:** Story County Board of Supervisors  
**CC:** Lisa Markley – Assistant Auditor  
Sandra King – Director of External Operations and County Services  
Alissa Wignall – Director of Internal Operations and Human Resources  
**FROM:** Leanne Lawrie Harter, AICP CFM  
**RE:** American Rescue Plan Act (ARPA) Preliminary Eligibility Determinations –Internal and External Applications  
**DATE:** January 20, 2022

Story County was allocated around \$18.9 million in total funding from the American Rescue Plan Act (ARPA). Funds must be obligated by the end of 2024 and spent by the end of 2026. Story County received 50% of the funds in 2021 and anticipate receipt of the other half in 2022. This timeline is set by the Federal government.

The Story County Board of Supervisors invited communities, organizations, and external partners to submit proposals for funding consideration with applications due mid-October. Thirty-seven applications were received in response. In addition, applications were submitted by internal applicants for potential use of the funds. During several public worksessions, the Board of Supervisors discussed eligibility of the proposed projects in accordance with the United States Treasury interim guidelines, and after release of the final guidelines, confirmed compliance with those requirements as well.

On Tuesday, December 21, 2021, the Board of Supervisors acted to formally identify internal and external projects deemed ineligible. In addition, formal notice of withdrawal from Minerva Valley for their proposal was received by staff on December 21, 2021.

The table beginning on the following pages identifies those projects (and proposed funding amounts) that have been deemed eligible by the Board of Supervisors based on the final guidelines from the U.S. Treasury. Staff recommends the Board of Supervisors formally decide the eligibility of these specific applications, and direct staff to notify recipients and begin the process for contract development, if applicable.



County Outreach and Special Projects Manager  
 Story County, Iowa  
 Ph. 515-382-7247 Email: lharter@storycountyiowa.gov  
[www.storycountyiowa.gov](http://www.storycountyiowa.gov)

Application Number	Project Name	Applicant	Amount
A	Hickory Grove Wastewater System	Conservation	\$535,000
B	Edge of Field Nutrient Removal Practices	Conservation	\$40,000
G	Permanent Front Counter Barriers	Facilities Management	\$152,500
H	Justice Center HVAC Replacement Phases 2 & 3	Facilities Management	\$1,347,000
I	Human Services Center HVAC equipment replacement	Facilities Management	\$468,000
J	Covid Testing Equipment for Story County Jail	Sheriff's Office	\$20,000
L	Vaccine and Testing Procedure for Story County Employees	Human Resources/Board of Supervisors	\$607,400
N	Recorder backscanning	Recorder's Office	\$61,645
O	Streambank Stabilization- South Skunk River	Conservation	\$50,000
P	Digitization of BOS Minutes	Auditor's Office	\$15,000
<b>INTERNAL TOTAL</b>			<b>\$2,689,145</b>
1	Pay for Childcare Workers	The Whistle Stop Childcare Center and Preschool	\$250,000
2	Project Uplift	City of Nevada	\$120,000
3	Re-Building Great Futures for Story County Kids	Boys and Girls Clubs of Story County	\$275,000
5	Collins Water Infrastructure Project	City of Collins	\$340,000
6	Collins Wastewater System Revitalization Project	City of Collins	\$277,500
7	Collins Economic Relief Program	City of Collins	\$54,400



County Outreach and Special Projects Manager

Story County, Iowa

Ph. 515-382-7247 Email: [lharter@storycountyiowa.gov](mailto:lharter@storycountyiowa.gov)

[www.storycountyiowa.gov](http://www.storycountyiowa.gov)

Application Number	Project Name	Applicant	Amount
9	Promote Nutritional Security in ESC	Nevada Food at First	\$45,650
10	Storm Sewer Extension to north sections of Cambridge	City of Cambridge	\$250,000
12	Good Neighbor Emergency Assistance, Inc., - Navigator Position	Good Neighbor Emergency Assistance, Inc.	\$104,857
13	YSS Story County ARPA Youth Rapid Rehousing Program	Youth and Shelter Services (DBA YSS)	\$1,100,000
15	Story City ARPA Projects	City of Story City	\$202,500
16	Story County Childcare Coalition	United Way of Story County	\$521,300
17	Reimagining What's Next for Story County: Emergency Food and 2-1-1 Supports	United Way of Story County	\$182,610
18	City of Huxley Water Treatment Plant Expansion and Well Field	City of Huxley	\$500,000
20	Wastewater Treatment Facility	City of Slater	\$500,000
21	Cultivating Careers	Project IOWA	\$100,000
22	Story County Crime Victim Housing and Stabilization	Assault Care Center Extending Shelter and Support	\$552,900
24	City of Zearing Water Main Improvements (Engineering)	City of Zearing	\$134,330
25	Home and Community Based Services (HCBS)	Mainstream Living, Inc.	\$385,000
26	PHC Dental Clinic Support & Medical Clinic Office Renovation	Primary Health Care	\$525,094
27	New Affordable Housing Subdivision	Colo Development Group	\$249,780



County Outreach and Special Projects Manager  
 Story County, Iowa  
 Ph. 515-382-7247 Email: lharter@storycountyiowa.gov  
[www.storycountyiowa.gov](http://www.storycountyiowa.gov)

Application Number	Project Name	Applicant	Amount
29	Finding Hope and a Home (Purchase and Rehabilitation of 8-Plex Structure)	The Bridge Home	\$855,000
30	913 and 915 Duff Avenue Studio Apartments (Ames)	Home Allies, Inc.	\$68,200
31	City of Roland Storm Sewer Upgrades and Water Main Looping	City of Roland	\$1,000,000
32	Story County Housing and Direct Care Program	Story County Housing Trust	\$470,000
<b>EXTERNAL TOTAL</b>			<b>\$9,064,121</b>
<i>Workforce Retraining – Ames Chamber Foundation (Approved by the BOS on August 10, 2021)</i>			<b>\$610,450</b>
<i>Broadband Match (Approved by the BOS on July 20, 2021)</i>			<b>\$34,000</b>
<i>Administrative Costs (Proposed)</i>			<b>\$500,000</b>
<b>TOTAL</b>			<b>\$12,897,716</b>

DO NOT WRITE IN THE SPACE ABOVE, RESERVED FOR RECORDER  
Prepared by Leanne Harter, Story County, 900 6<sup>th</sup> St., Nevada, Iowa 50201 515-382-7247

**RESOLUTION #22- 53  
RESOLUTION OF THE BOARD OF SUPERVISORS OF STORY COUNTY, IOWA,  
EXPRESSING DESIRE TO JOIN THE MID-IOWA PLANNING ALLIANCE FOR  
COMMUNITY DEVELOPMENT AND SETTING INITIAL FINANCIAL CONTRIBUTION  
IN THE AMOUNT OF \$1,711**

WHEREAS, the Mid-Iowa Planning Alliance for Community Development is established under Chapter 504 of the Code of Iowa; and

WHEREAS, the Mid-Iowa Planning Alliance for Community Development is seeking designation from the U.S. Economic Development Administration as the Economic Development District serving the Mid-Iowa Region, supporting economic development in Boone, Dallas, Jasper, Marion, Polk, Story, and Warren Counties; and

WHEREAS, the Mid-Iowa Planning Alliance for Community Development is applying for the Partnership Program from the U.S. Economic Development Administration to help pay for staffing, a grant which requires local match money; and

WHEREAS, Story County desires to be a member of the Mid-Iowa Planning Alliance for Community Development and participate in its area-wide plans and programs; and

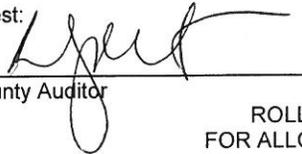
NOW THEREFORE BE IT RESOLVED the Board of Supervisors approves Resolution #22-53 and that Story County desires to participate in the partial fiscal year 2022 and full fiscal year 2023 planning and economic development programs of the Mid-Iowa Planning Alliance for Community Development; and

BE IT FURTHER RESOLVED by the Story County Board of Supervisors that Story County provides \$1,711 for the operation of the Mid-Iowa Planning Alliance for Community Development's planning and development programs.

BE 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 25th day of January 2022.

  
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 

**Story County FY22 Quarterly Report**  
**December 31, 2021**  
**50.00% of Year**

	Original		Oct-Nov-Dec Total	YTD		Percent of Budget	Amount Remaining
	Annual Budget	Amended		Total	Total		
<b>Expenditures:</b>							
Board of Supervisors	\$1,182,898.00	\$1,296,687.00	\$209,502.16	\$456,438.97	38.59%	\$726,459.03	
Auditor	\$1,311,687.00		\$277,917.54	\$549,754.43	42.40%	\$746,932.57	
Treasurer	\$952,452.00		\$247,055.59	\$479,157.73	50.31%	\$473,294.27	
County Attorney	\$3,139,835.00		\$847,142.52	\$1,496,020.86	47.65%	\$1,643,814.14	
Sheriff	\$10,448,304.00		\$2,848,365.21	\$5,076,641.30	48.59%	\$5,371,662.70	
Recorder	\$506,204.00		\$108,772.71	\$227,961.41	45.03%	\$278,242.59	
Animal Control	\$500,574.00	\$572,874.00	\$204,567.72	\$314,047.97	54.82%	\$258,826.03	
General Belterment (40% L.O.S.T.)	\$1,059,248.00	\$1,062,248.00	\$281,314.54	\$344,862.04	32.47%	\$717,385.96	
Engineer	\$8,178,886.00	\$10,075,187.00	\$2,884,892.49	\$4,521,481.22	44.88%	\$5,553,705.78	
Veteran Affairs	\$128,599.00	\$138,599.00	\$35,777.59	\$58,202.26	41.99%	\$80,396.74	
Conservation Board	\$2,935,114.00	\$3,346,669.00	\$8,432.07	\$1,225,188.31	36.61%	\$2,121,480.69	
Environmental Health	\$368,190.00		\$77,454.04	\$153,997.79	41.83%	\$214,192.21	
IRVM	\$354,414.00		\$78,892.91	\$164,479.05	46.41%	\$189,934.95	
Community Services	\$404,406.00		\$104,837.63	\$174,643.70	43.19%	\$229,762.30	
Community Life	\$101,450.00	\$106,450.00	\$9,168.50	\$19,634.57	19.35%	\$86,815.43	
Human Services Center	\$561,576.00	\$598,976.00	\$170,692.66	\$267,402.45	44.64%	\$331,573.55	
Facilities Management	\$1,532,212.00	\$1,480,812.00	\$206,366.26	\$388,807.14	25.38%	\$1,092,004.86	
Information Technology	\$1,205,660.00		\$258,617.18	\$629,077.94	52.18%	\$576,582.06	
Planning & Development	\$349,857.00		\$88,992.47	\$165,948.14	47.43%	\$183,908.86	
Justice Center Facilities	\$1,657,315.00	\$880,115.00	-\$123,099.66	\$445,199.85	50.58%	\$434,915.15	
DHS	\$65,200.00		\$12,660.36	\$20,072.65	30.79%	\$45,127.35	
Mental Health	\$1,892,751.00		\$111,782.96	\$212,602.45	11.23%	\$1,680,148.55	
Juvenile Court Services	\$100,050.00		\$54,097.23	\$60,306.50	60.28%	\$39,743.50	
Countywide Services	\$12,202,515.00	\$22,574,929.00	\$3,437,190.21	\$4,820,579.08	21.35%	\$17,754,349.92	
<b>Total Expenditures:</b>	\$51,139,397.00	\$63,103,767.00	\$12,441,392.89	\$22,272,507.81	35.30%	\$40,831,259.19	
<b>Fund Balance Status:</b>		<b>Restricted-Story Comm</b>	<b>Committed</b>	<b>Assigned</b>	<b>% of exp YTD</b>		
General Basic Fund	\$16,333,807.81	\$1,238,028.00	\$734,899.36	\$2,060,836.00	40.92%		
ARPA Subfund	\$9,217,715.21				2.53%		
General Supplemental Fund	\$2,781,244.13				46.01%		
County Services MHDS Fund	\$1,257,122.03				11.23%		
Rural Services Fund	\$3,087,468.99			\$302,790.00	46.93%		
TIF Fund	\$456,286.21				9.45%		
Secondary Roads Fund	\$6,664,543.15				41.31%		

**Story County FY22 Quarterly Report**  
**December 31, 2021**  
**50.00% of Year**

Departmental Revenues:	Annual Budget	Amended	YTD Total	Percent of Budget	Amount Remaining
Auditor	\$106,550.00		\$75,857.08	71.19%	\$30,692.92
Treasurer	\$941,310.00		\$427,504.39	45.42%	\$513,805.61
County Attorney	\$441,000.00		\$184,110.13	41.75%	\$256,889.87
Sheriff	\$1,153,570.00		\$523,435.83	45.38%	\$630,134.17
Recorder	\$603,260.00		\$354,727.00	58.80%	\$248,533.00
Animal Control	\$41,900.00		\$29,398.72	70.16%	\$12,501.28
Engineer	\$7,876,230.00	\$20,100.00	\$4,392,810.62	55.77%	\$3,483,419.38
Veteran Affairs	\$10,100.00		\$10,200.00	101.00%	\$9,900.00
Conservation Board	\$681,850.00	\$873,430.00	\$231,960.01	26.56%	\$641,469.99
Environmental Health	\$73,940.00		\$30,245.76	40.91%	\$43,694.24
IRVM	\$35,810.00		\$5,040.20	14.07%	-\$5,040.20
Community Services	\$1,900.00		\$0.00	0.00%	\$1,900.00
Community Life	\$212,296.00		\$94,733.45	44.62%	\$117,562.55
Facilities Management	\$437,720.00		\$2,600.00	0.59%	\$435,120.00
Information Technology	\$9,600.00		\$7,500.00	78.13%	\$2,100.00
Planning & Development	\$43,400.00		\$18,389.85	42.37%	\$25,010.15
Justic Center Facilities	\$0.00		\$1,349.96	0.00%	-\$1,349.96
DHS	\$190,000.00		\$113,891.84	59.94%	\$76,108.16
Mental Health	\$0.00		\$5.82	0.00%	-\$5.82
Countywide Services	\$35,519,681.00	\$45,215,214.00	\$29,870,687.31	66.06%	\$15,344,526.69
<b>Total Revenues:</b>	<b>\$48,817,837.00</b>	<b>58,714,950.00</b>	<b>\$36,374,447.97</b>	<b>61.95%</b>	