



STORY COUNTY
ECONOMIC DEVELOPMENT GROUP

**Story County Economic
Development Group**

Joint Meeting with the Board of Supervisors

Tentative Agenda

October 27, 2021

11:00 am

Safe Room at 3Cs

515 N Main Ave. - Huxley

1. Welcome and Introductions
2. Approval of Agenda
3. Approval of Minutes from July 22, 2021
4. Old Business
 - a. Annual Eligibility Determinations
5. New Business
 - a. Fiscal Year 2023 Budget Discussions
 - b. Review and Approve FY 2022 Project Fund Requests
 - c. Annual Allocation Amounts Determinations
 - d. Approve Calendar Year 2022 Meetings
 - e. Housing Study – Potential Role of SCEDG
6. Community and County Updates
7. Comments Regarding Non-Agenda Items
8. Dates to remember
 - a. BOS Approval of Annual Report – November 9th
9. Next Meeting – January 27, 2022 (In Person/Hybrid - Administration Building, Nevada)
10. 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.

DRAFT



Story County Economic Development Group Meeting Minutes

July 22, 2021

Colo Community Center
309 Main Street – Colo, Iowa

ATTENDEES: John Hall, Greg Schlueter, Barb McBreen, Jacki Meimann, Gayle Springer, Lisa Heddens, Latifah Faisal, Jodi Meredith, Amy Kohlwes, Amelia Schoeneman, Amy Howard, Lind Murken, Shanon McKinley, Mark Jackson, Jennifer Davis, Dan Culhane, Sonia Sundberg, Rita Conner

1. **Welcome and Introductions** – Chair Greg Schlueter called the meeting to order at 10:06 AM
2. **Approval of Agenda**
Kohlwes/Meredith – Motion to Approve (MCU)
3. **Organization of Meeting**
 - a. Motion to nominate Greg Schlueter for another term as Chair by Jackson, second by Culhane, all approved
 - b. Motion to nominate Amy Kohlwes to Vice Chair by Schlueter, second by McBreen, all approved
4. **Approval of Minutes from April 22, 2021**
Motion by Howard, second by Kohlwes, all approved
5. **Old Business**
 - a. **Annual Allocation Amounts**
Determination will be discussed on October 21 meeting as all forms were not returned in time. Group discussion regarding changing the forms to simplify the process. Also mentioned was creating terms so that the representative portion didn't have to be updated annually. Murken wants to check with the state auditor to make sure that the current forms are not needed for auditing purposes before any changes are made.
 - b. **ED Summit 2021**
Date will be released within the next week or so – working with Debi Durham's schedule.
 - c. **Broadband Study**
Raw data is back, and the results do not match exactly to the maps released by the Office of Chief Information Officer (OCIO). Focus has been shifted to Broadband grants which provide a match for increased areas of support for Telecommunication

Companies. Story County Planning and Development is being helpful in shepherding this process along for them to ensure success. Deadline is next week.

d. Forms / Deadlines

Discussed in Annual Allocation Amounts Determination section

6. New Business

a. American Rescue Fund

Cities have 30 days to draw down funds.

Heddens is meeting with all the mayors in Story County communities to get an idea of need to assist in determining ARF dollars.

7. Community and County updates

Participants presented updates from the communities that were in attendance.

8. Non-Agenda items

Chapter 28E - Sorensen had approached communities in Story County regarding a joint Enforcement Officer for interested communities. \$6.52/per resident in each community would be the cost. Discussion regarding the best way to start moving forward on this as there was much interest. Schoeneman will add this item to the Board of Supervisors agenda for formal discussion.

A committee can be formed out of the SCEDG community reps to outline possible process, uniformity of community ordinance, etc.

9. Next Meeting – October 21, 2021, at the City Center, 203 Water Street Cambridge, Iowa

10. Adjournment Motion to adjourn by Hall, second by Meredith, all approved – 11:19 AM

FY 2022 Project Fund Requests - for consideration October 27, 2022

| Community | Amount Requested | Project Description | Project Initiative |
|------------------|-------------------------|----------------------------|--|
| Cambridge | \$ 2,500.00 | Signage | m. Directional and local attraction signage. |
| Collins | \$ 2,500.00 | Signage | m. Directional and local attraction signage. |
| Roland | \$ 2,000.00 | Signage | m. Directional and local attraction signage. |
| Nevada | \$ 2,500.00 | Streetscape Improvements | i. Main Street projects which are part of a planned community project, including, but not limited to such things as streetscaping, facilitators for planning, focus groups, and community-based restoration. |
| Story City | \$ 2,500.00 | Signage | m. Directional and local attraction signage. |
| Zearing | \$ 2,500.00 | Signage | m. Directional and local attraction signage. |
| \$ | 14,500.00 | | |

APPLICATION FOR SCEDG PROJECT FUNDS

Date 10/22/2021

Amount Requesting \$2,500

Name and Address of Entity requesting funds:

City of Cambridge
P.O. Box 216
225 Water St.
Cambridge, IA 50046



STORY COUNTY
ECONOMIC DEVELOPMENT GROUP

Form of Entity (Check Applicable):

- Corporation*
- General Partnership*
- Limited Partnership*
- Sole Proprietorship*
- Non-profit organization

XXX City

*If entity is a corporation or partnership, please attach a copy of its Articles

Type of Business (Check Applicable):

Commercial/Retail
Development

Manufacturing
XXXX Public

Describe business in which Entity is engaged, and how long it has been located in Story County: Click or tap here to enter text.

Taxpayer ID Number: 42-6021149

Describe the project for which financial assistance is requested (including address if applicable):

Electronic sign to be placed across from City Hall in downtown Cambridge.

Number of Persons currently employed:

Full-time: Two full-time

Part time: Two part-time

Number of new positions added with this project:

Full-time

0

Salary range

Click or tap here to enter text.

Part time

0

Salary range

Click or tap here to enter text.

List/Describe other financing for this project: The city of Cambridge will provide any additional labor and funding needed to install the sign.

Describe the objective of the project: An electronic sign would allow the city to promote events, city projects and other information. This is especially helpful for citizens who are not using social media or the web to get city information.

Will the requesting entity own the project site/facilities/equipment?

Yes XXX No ____

If "no" please list Entity including contact person, mailing address, phone, email)

Click or tap here to enter text.

Will municipal, or county, infrastructure improvements be necessary?

Yes ____ No XXX

If "yes" please describe and explain Click or tap here to enter text.

Is the project located in a TIF district?

Yes ____ No XXXX

How will this project impact and/or improve Story County? An electronic sign will allow businesses, the city and other entities to advertise events. The signage will allow communications with folks who either have not seen announcements through social media or on our website.

Other pertinent information: Click or tap here to enter text.

The current sign requires manual manipulation and is difficult to use, so it's use is limited. An electronic sign could be controlled from city hall and would allow more information to be posted.

Contact Person: Barb McBreen

Title/Association with Entity applying: City of Cambridge

Phone #: 515-708-3364

Email: barbmcbreen@gmail.com

Signature: Barbara McBreen

Please return this application form the Steele Harter at steele@ameschamber.com by 4:30 PM on Monday, October 25, 2021.

Project Funds consist of a maximum of 15% of the total funds allocated annually to the SCEDG from the Board of Supervisors. These funds can be used to assist eligible communities in Story County with the following initiatives:

- a. Economic development staff and administration
- b. Community marketing and prospecting
- c. Development of promotional materials
- d. Consulting and planning services
- e. Speculative buildings
- f. Tourism attractions (which create a major impact on the entire county)
- g. Commercial development
- h. General Community betterment activities (excluding general infrastructure and routine maintenance and upkeep)
- i. Main Street projects which are part of a planned community project, including, but not limited to, such things as streetscaping, facilitators for planning, focus groups, and community-based restoration.
- j. Welcome Signage and Community Beautification**
- k. Community-driven housing promotion, including, but not limited to housing assessments, marketing of housing opportunities, and marketing for recruitment of potential developers.
- l. Industrial and commercial park preliminary studies.
- m. Directional and local attraction signage.

APPLICATION FOR SCEDG PROJECT FUNDS

Date October 22, 2021

Amount Requesting \$2500

Name and Address of Entity requesting funds:

City of Collins, 212 Main Street, Collins, Iowa 50055



Form of Entity (Check Applicable):

- Corporation*
- General Partnership*
- Limited Partnership*
- Sole Proprietorship*
- Non-profit organization

City

*If entity is a corporation or partnership, please attach a copy of its Articles

Type of Business (Check Applicable):

Commercial/Retail
Development

Manufacturing
Public

Describe business in which Entity is engaged, and how long it has been located in Story County:

Municipality. Over 120 years.

Taxpayer ID Number: 42-6004409

Describe the project for which financial assistance is requested (including address if applicable):

Direction and attraction signage for the City of Collins.

Number of Persons currently employed:

Full-time 2

Part time 3

Number of new positions added with this project:

Full-time

N/A

Part time

N/A

Salary range

N/A

Salary range

N/A

List/Describe other financing for this project: None

Describe the objective of the project: This project has several objectives. 1.) To provide directional support to people driving/riding through Collins. 2.) To bolster attendance to local businesses and amenities in our community. 3.) Add to our town's beautification efforts. 4.) Supplement our City's welcome signage with additional information about our town.

Will the requesting entity own the project site/facilities/equipment?

Yes No

If "no" please list Entity including contact person, mailing address, phone, email)

[Click or tap here to enter text.](#)

Will municipal, or county, infrastructure improvements be necessary?

Yes No

If "yes" please describe and explain [Click or tap here to enter text.](#)

Is the project located in a TIF district?

Yes No

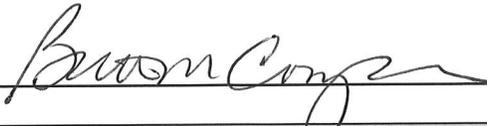
How will this project impact and/or improve Story County? Located on HWY 65, nearly 3000 cars pass through Collins on a daily basis. In addition to that, Collins is linked to the Heart of Iowa Trail... which attracts thousands of bike riders and hikers annually. Many of those visitors pass through without any knowledge of what our community has to offer. The intent of this project is to increase foot traffic in our town, to educate folks, and to encourage a viable and growth-minded local economy. All of which is a strong compliment to the overall efforts of Story County to promote successful and vibrant communities.

Other pertinent information: Collins is not only dedicated to the betterment of our community, but also to the betterment of Story County.

Contact Person: Brett Comegys

Title/Association with Entity applying: Mayor/City of Collins

Phone #: 515-681-3999 Email: Brett.M.Comegys@gmail.com

Signature: 

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- a. Economic development staff and administration
- b. Community marketing and prospecting
- c. Development of promotional materials
- d. Consulting and planning services
- e. Speculative buildings
- f. Tourism attractions (which create a major impact on the entire county)

- g. Commercial development
- h. General Community betterment activities (excluding general infrastructure and routine maintenance and upkeep)
- i. Main Street projects which are part of a planned community project, including, but not limited to, such things as streetscaping, facilitators for planning, focus groups, and community-based restoration.
- j. Welcome Signage and Community Beautification
- k. Community-driven housing promotion, including, but not limited to housing assessments, marketing of housing opportunities, and marketing for recruitment of potential developers.
- l. Industrial and commercial park preliminary studies.
- m. Directional and local attraction signage.

Describe the objective of the project: The objective for the project is to help finish the streetscape of downtown Nevada to further attract visitors, and improve the welcoming environment of the district.

Will the requesting entity own the project site/facilities/equipment?

Yes ____ No X

If "no" please list Entity including contact person, mailing address, phone, email)

City of Nevada Iowa. Jordan Cook, jcook@cityofnevadaiaowa.org

Will municipal, or county, infrastructure improvements be necessary?

Yes ____ No X

If "yes" please describe and explain [Click or tap here to enter text.](#)

Is the project located in a TIF district?

Yes X No ____

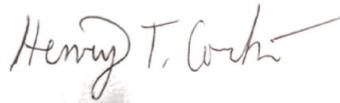
How will this project impact and/or improve Story County? Th impact on story county will be by helping further the development of the Main Street Nevada district. Providing new shopping, dining, and social areas. It will also help create the feel of a welcoming place to hold events that will be enjoyed by citizens from all communities sin the county.

Other pertinent information: Attached is current estimates on total project cost.

Contact Person: Henry T. Corbin

Title/Association with Entity applying: Executive Director

Phone #: (515) 509-3045 Email: director@mainstreetnevada.org



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| Item | Cost | Quantity | total |
|-----------------------------------|----------|----------|--------------------|
| Plaza Metal strap Bench | \$673.00 | 20.00 | \$13,460.00 |
| Concrete Planter | \$867.00 | 20.00 | \$17,340.00 |
| Bike Public Work Stand | \$750.00 | 1.00 | \$750.00 |
| 7 Bike Rack | \$483.00 | 6.00 | \$2,898.00 |
| 32 Gallon Square trash recepticle | \$500.00 | 20.00 | \$10,000.00 |
| district Signs | \$33.00 | 12.00 | \$396.00 |
| Mobil message signs | \$205.00 | 2.00 | \$410.00 |
| | | | \$0.00 |
| | | | \$0.00 |
| | | | |

Toal Cost \$45,254.00

APPLICATION FOR SCEDG PROJECT FUNDS

Date 10/25/2021

Amount Requesting \$2,000.00

Name and Address of Entity requesting funds:

City of Roland



Form of Entity (Check Applicable):

- Corporation*
- General Partnership*
- Limited Partnership*
- Sole Proprietorship*
- Non-profit organization
- City

*If entity is a corporation or partnership, please attach a copy of its Articles

Type of Business (Check Applicable):

- Commercial/Retail
- Development
- Manufacturing
- Public

Describe business in which Entity is engaged, and how long it has been located in Story County: March 18, 1892

Taxpayer ID Number: 42-6005171

Describe the project for which financial assistance is requested (including address if applicable):

Welcome signage on west side of Roland

Number of Persons currently employed:

Full-time 5

Part time 20

Number of new positions added with this project:

Full-time

0

Salary range

0

Part time

0

Salary range

0

List/Describe other financing for this project: City of Roland Economic Development funds

Describe the objective of the project: To replace and improve the Welcome sign on the west side of Roland

Will the requesting entity own the project site/facilities/equipment?

Yes No

If "no" please list Entity including contact person, mailing address, phone, email)

Click or tap here to enter text.

Will municipal, or county, infrastructure improvements be necessary?

Yes No

If "yes" please describe and explain Click or tap here to enter text.

Is the project located in a TIF district?

Yes No

How will this project impact and/or improve Story County? Will let everyone know they are welcome to the City of Roland

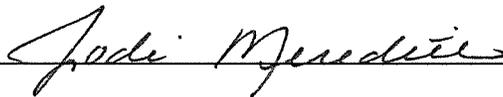
Other pertinent information: Click or tap here to enter text.

Contact Person: Jodi Meredith

Title/Association with Entity applying: City Clerk

Phone #: 515-388-4861 Email: cityofroland@gmail.com

Signature: _____



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- l. Industrial and commercial park preliminary studies.
- m. Directional and local attraction signage.

APPLICATION FOR SCEDG PROJECT FUNDS

Date October 25, 2021

Amount Requesting \$2500

Name and Address of Entity requesting funds:

Story City Greater Chamber Connection 524 Broad Street Story City, Iowa



Form of Entity (Check Applicable):

- Corporation*
- General Partnership*
- Limited Partnership*
- Sole Proprietorship*
- Non-profit organization
- City

*If entity is a corporation or partnership, please attach a copy of its Articles

Type of Business (Check Applicable):

- Commercial/Retail
- Development
- Manufacturing
- Public

Describe business in which Entity is engaged, and how long it has been located in Story County: Story City has been a town since 1853 and the Story City GCC's previously called the Commercial Club's mission is to promote growth in our historic downtown district and surrounding businesses. Thus resulting in the best community in which to live, work, and do business since 1908 where we focus on honoring our past, celebrating our present, and embracing our future.

Taxpayer ID Number: 42-1168901

Describe the project for which financial assistance is requested (including address if applicable): The Story City Arrow Sign is located at 54071 115th St, Story City, IA 50248. Currently the arrow sign has rope lighting around the sign that has stopped working making it not visible. This project entails adding four color changing light fixtures attached to the sign four feet out from the frame with the four new lights we must have new electrical service ran to the sign as the electrical needs to be updated.

Number of Persons currently employed:

Full-time one Part time one

Number of new positions added with this project:

N/A

List/Describe other financing for this project: The remaining funding will come from a collaboration of the following groups of City of Story City, Story City Economic Development Corporation, and the Story City Greater Chamber Connection.

Describe the objective of the project: The Story City Arrow Sign that is located one mile West of Story City at the junction of E15 and Hwy 69. As the Director of the Story City GCC I decided to take the lead on this project to help coordinate the improvements for our city. Story City is proud of the sign as it was first erected prior to the 1955 Centennial celebration. It is very important to the residents of Story City that we fix up the sign with new lighting as it is a beacon of light to our community. Plans also include updating the organization signs under the arrow sign.

Will the requesting entity own the project site/facilities/equipment?

Yes No

If "no" please list Entity including contact person, mailing address, phone, email)

Click or tap here to enter text.

Will municipal, or county, infrastructure improvements be necessary?

Yes No

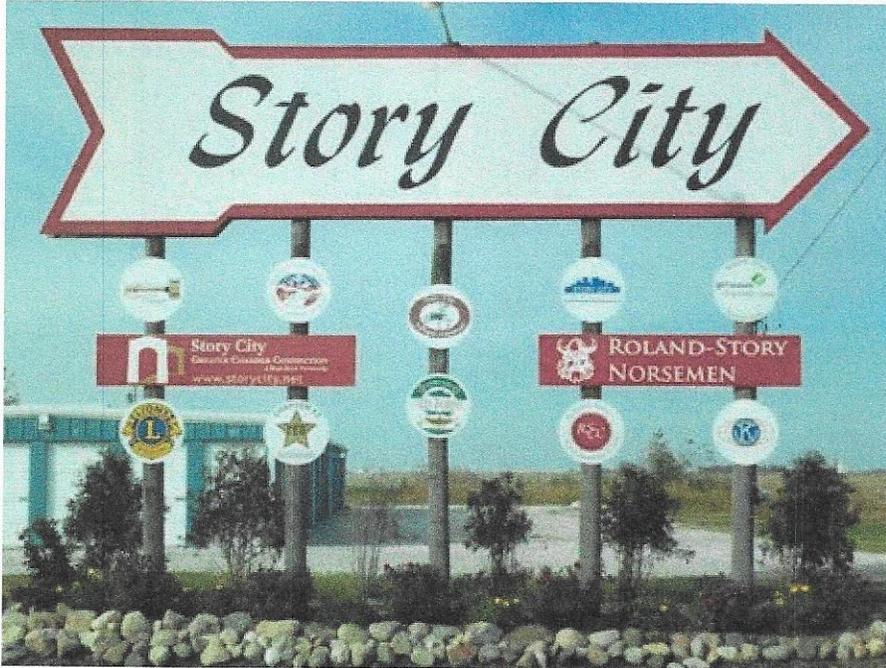
If "yes" please describe and explain Click or tap here to enter text.

Is the project located in a TIF district?

Yes No

How will this project impact and/or improve Story County? The whole community (visitors, residents, and local organizations) will benefit because the sign is a landmark for the area, helping draw people to Story City for shopping and recreation.

Other pertinent information:



Contact Person: Shanon McKinley

Title/Association with Entity applying: Executive Director at the Story City Greater Chamber Connection

Phone #: 515-733-4214 Email: director@storycitygcc.com

Signature:

Shanon McKinley, GCC Exec Director

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Describe the objective of the project: The objective of this project is to continue the beautification of our Main Street especially since the Derecho did damage last year. With the funds we received last year from SCEDG, we were able to replace flower pots. We would now like to upgrade the signage for our Public Library, Heritage Room and Fire Department to continue to enhance our Main Street.

Will the requesting entity own the project site/facilities/equipment?

Yes No

If "no" please list Entity including contact person, mailing address, phone, email)

Will municipal, or county, infrastructure improvements be necessary?

Yes No

If "yes" please describe and explain

Is the project located in a TIF district?

Yes No

How will this project impact and/or improve Story County? This project will beautify the 3 City owned buildings on Main Street. With this additional eye appeal, we hope to welcome additional residents and visitors to the community to visit the Tier 3 rated Public Library, Heritage Room and complete the final touch to the façade of the Fire Department.

Other pertinent information: None at this time.

Contact Person: Karen Davis

Title/Association with Entity applying: City Clerk

Phone #: 641-487-7477 Email: zearing@netins.net

Signature: _____

Karen Davis, Zearing City Clerk

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2022 Annual Calendar

| Month | Items |
|--|--|
| January <i>Meeting – January 27, 2022</i> HYBRID OPTION | <ul style="list-style-type: none"> • Budget discussion • Annual strategic planning |
| February | |
| March | <ul style="list-style-type: none"> • Story County Board of Supervisors Budget Public Hearing |
| April <i>Meeting – April 28, 2022</i> | <ul style="list-style-type: none"> • Auditor’s Office releases funds – project funds and annual allocation funds |
| May | <ul style="list-style-type: none"> • Notification that forms are due by June 1st sent out. <ul style="list-style-type: none"> ○ Annual Allocation Report (from Eligible Communities) ○ Appointed Representative Form ○ Annual Eligibility Form |
| June | <ul style="list-style-type: none"> • All forms due by June 1st |
| July <i>Meeting – July 21, 2022</i> | <ul style="list-style-type: none"> • Organization Meeting • Election of Officers • Annual Eligibility Determination • Annual Allocation Amounts Determined |
| August | <ul style="list-style-type: none"> • Annual Report Due to BOS on or Before August 15th • BOS Approval of Annual Allocation Amounts |
| September | <ul style="list-style-type: none"> • Applications for County Funding Program Projects – Due on or Before September 30th |
| October <i>Meeting – October 27, 2022</i> | <ul style="list-style-type: none"> • Approval of County Funding Program Projects • Joint meeting with Board of Supervisors and Budget Discussion |
| November | <ul style="list-style-type: none"> • Board of Supervisors Acts on County Funding Program Projects |
| December | |

Regular meetings of the Story County Economic Development Group occur the 4th Thursday of the months of January, April, July*, and October.

**Third Thursday in July*