

The Board of Supervisors met on 6/25/24 at 10:07 a.m. (delay due to audio recording issues) in the Story County Administration Building. Lisa Heddens, Linda Murken, and Latifah Faisal present, with Heddens presiding. (all audio of meetings available at [storycountyiowa.gov](http://storycountyiowa.gov); any resolution is effective upon signature and can be inspected M-F, 8-4:30, at 900 6<sup>th</sup> Street, Nevada, Iowa)

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

**RECOGNITION OF KIMBERLY NICHOLAS'S 43 YEARS OF SERVICE TO STORY COUNTY:** The Board reported on Nicholas's long service with Story County, and recognized her contributions, and awarded her with a plaque. Sergeant Liz Quinn and Lieutenant Gary Backous, Sheriff's Office, provided additional detail on Nicholas's service.

**EMERGENCY MANAGEMENT QUARTERLY REPORT:** Director Melissa Spencer reported on emergency responses, including assessment of the tornado impact in the unincorporated Story County. Story County was added to the State and Federal disaster proclamations. Spencer reported on trainings, grants, equipment, outreach, and staffing.

**HOME ALLIES ANNUAL AMERICAN RESCUE PLAN ACT (ARPA) REPORT:** Lauris Olson (via Zoom) reported on project and timeline of opening. She reported applicants, and summarized funding.

**UNIVERSITY COMMUNITY CHILDCARE ANNUAL REPORT:** Stacy Lehman, Executive Director (via Zoom), highlighted items and reported on staffing.

**THE WHISTLE STOP ACADEMY ANNUAL AMERICAN RESCUE PLAN ACT (ARPA) REPORT:** Amy Vandenberg, Director (via Zoom), reported on funding, assistance to families, and the waiting list.

**YOUTH AND SHELTER SERVICES (YSS) ANNUAL REPORT:** Andrew Allen, President and Chief Executive Officer, reported on mental health issues, substance abuse, and challenges for finances. Jennifer Schmidt highlighted \ programs. Cassandra Cruz reported on transitional housing. Allen reported on the statistics, recovery campus, timeline, and appreciates the support received.

**YSS ANNUAL AMERICAN RESCUE PLAN ACT (ARPA) REPORT:** Cassandra Cruz, reported on the Rapid Housing program, statistics, and challenges.

**THE SALVATION ARMY ANNUAL REPORT:** Kathy Pinkerton, Service Center Coordinator, highlighted hotel voucher program, challenges, statistics, and the need of additional staff. She reported on the food pantry, and the vehicle maintenance repair program.

**MINUTES:** 6/18/24 Minutes – Faisal moved, Murken seconded approving the 6/18/24 Minutes as presented. Roll call vote. (MCU)

**PERSONNEL ACTIONS:** 1) new hire, effective 8/1/24, in a) Information Technology for Joseph Wakeman @ \$4,834.06/bw; 2) pay adjustment, effective 6/17/24, in a) Conservation for Paige Higby @ \$13.75/hr; Carter Ross @ \$14.00/hr; 3) promotion, effective 8/11/24, in a) Attorney's Office for Robert Dearden @ \$3,506.72/bw. Murken moved, Faisal seconded approving Personnel Actions as presented. Roll call vote. (MCU)

Murken moved, Faisal seconded approving Consent Agenda items.

1. Service Agreement between Nyhart and Story County for General Accounting Standards Board (GASB) 75 actuarial updates for FY24 (\$2,650.00) and FY25 (\$4,850.00)
2. 28E Agreements between Animal Control and the following cities: Collins, Colo, Gilbert, Kelley, McCallsburg, Roland, Zearing, effective upon signature-6/30/25
3. Appointment of Elizabeth Waage to the Analysis of Social Services Evaluation Team (ASSET) for a three-year term ending 3/31/26
4. Appointments to the Commission of Veteran Affairs of Tommy Chance and Nancy Schultz for three-year terms ending 6/30/27
5. FY25 Local Public Health Services Contract, effective 7/1/24-6/30/25, for \$216,537.00
6. Iowa Communities Assurance Pool (ICAP) renewal application, effective 7/1/24-6/30/25, for \$560,380.00
7. Lease Agreement between Story County and Mary Greeley Medical Center for 124 S. Hazel Avenue, Ames, Iowa for \$4,975.00 a month, effective 7/1/24-6/30/25
8. Resolution #24-93, to Abate Taxes Against Said Mobile Home due to Court Order
9. FY25 Provider and Program Participation Agreement with Youth and Shelter Services (YSS), effective 7/1/24-6/30/25: Youth Development/Social Adjustment-Community Youth Development (not to exceed \$36,519.00) \$58.98/client contact/day; Youth Development/Social Adjustment-Mentoring (not to exceed \$43,905.00) \$124.37/client contact/day; Employment Assistance for Youth-Pre-Employment Skills/Training (not to exceed \$13,032.00) \$93.81/staff hour; Out of School Program-Summer Enrichment (not to exceed \$21,289.00) \$15.41/partial day (three hours); Out of School Program-Summer Enrichment Local Option (not to exceed \$926.00) \$15.41/ partial day (three hours); Public Education/Awareness-combined (not to exceed \$90,000.00) \$181.23/staff hour; Emergency Assistance for Basic Needs-Transitional Living (not to exceed \$50,600.00) \$72.70/day; Day Care-School Age (Kids Club) (not to exceed \$73,192.00) \$23.89/partial day; Day Care-School Age (Kids Club) Local Option (not to exceed \$5,150.00) \$23.89/partial day; Emergency Shelter-Rosedale Funds are sequestered (not to exceed \$70,153.00) \$192.20/24-hour period of food and shelter; Service Coordination (not to exceed \$5,000.00) \$60.00/client hour; Substance Use Disorder Outpatient Treatment (not to exceed \$20,000.00) \$242.06/client hour
10. Participation in IaPELRA's Salary Survey Tool for \$3,500.00 per year for a term of three years, totaling \$10,500.00
11. Permission to use the County Credit Card for an Additional Adobe Creative Cloud License for the Conservation Outreach Assistant
12. Utility Permit #24-7718

Roll call vote. (MCU)

**RESOLUTION #24-90, FY25 APPROPRIATIONS:** Lisa Markley, Assistant Auditor, reported the resolution appropriates 50% of the budgeted funds to start the new fiscal year. Faisal moved, Murken seconded approving Resolution #24-90, FY25 Appropriations. Roll call vote. (MCU)

**RESOLUTION #24-91, INTERFUND OPERATING TRANSFERS:** Lisa Markley, Assistant Auditor, reported on budgeted transfers and explained the process. Murken moved, Faisal seconded approving Resolution #24-91, Interfund Operating Transfers. Roll call vote. (MCU)

**REVISIONS TO THE ANALYSIS OF SOCIAL SERVICES EVALUATION TEAM (ASSET) POLICIES AND PROCEDURES:** Sandra King, Director of External Operations and County Services, reported on proposed revisions; the policies have been updated to add clarifying language throughout. Faisal moved, Murken seconded approving Revisions to the ASSET Policies and Procedures. Roll call vote. (MCU)

**RESOLUTION #24-88, 2M ESTATES SUBDIVISION, PLAT 3, AN AGRICULTURAL SUBDIVISION:** Andrea Wagner, Senior Planner, Planning and Development, provided an overview of the proposed subdivision. She reported on agricultural purposes, current land use, land development regulations, and the publication process. No comments were received by the general public. Wagner reviewed points for the Board to consider including alternatives. Murken moved, Faisal seconded approving Resolution #24-88, 2M Estates Subdivision, Plat 3, an Agricultural Subdivision as presented. Roll call vote. (MCU)

**RESOLUTION #24-92, GRAND OAKS SUBDIVISION, A RESIDENTIAL PARCEL SUBDIVISION PLAT:** Andrea Wagner, Senior Planner, Planning and Development, reported on the proposed subdivision. She reported on current and future land use, topography, and relevant development regulations. No comments were received by the general public. Wagner reviewed alternatives for the Board to consider. Faisal moved, Murken seconded approving Resolution #24-92, Grand Oaks Subdivision, a Residential Parcel Subdivision Plat as submitted. Roll call vote. (MCU)

**UPDATE ON AMERICAN RESCUE PLAN ACT (ARPA) FUNDING DRAWDOWNS AND OBLIGATIONS FOR EXTERNAL PROJECTS:** Leanne Harter, Planning and Development Director, reported on background information for proposed drawdown status for all the external applicant or subrecipients for the ARPA funds. She stated the subrecipients have indicated that they can satisfactorily draw down all the amounts. She provided additional detail and next steps. She stated she will return to the Board in October with any needed changes or need to re-obligate funds. Murken suggested acknowledgements. The Board concurred. Discussion took place. Heddens directed Harter to send an email that it be an acknowledgement, obtain signatures, and return to Harter.

**LIAISON ASSIGNMENTS, COMMITTEE MEETINGS UPDATES, AND ANNOUNCEMENTS FROM THE SUPERVISORS:** All Board members reported on upcoming meetings and items. Murken moved, Faisal seconded to adjourn at 11:42 a.m. Roll call vote. (MCU)

Story County Board of Supervisors  
Tentative Agenda  
*Administration Building,*  
900 6th St., Nevada, IA  
6/25/24

1. SPECIAL NOTE TO THE PUBLIC: (2) - This Meeting Is Also Being Offered Via Zoom. While Joining Via Zoom, If You Have A Question And/Or Comment, You May Raise Your Hand To Speak During Public Forum Or Use The Chat Feature And The Chair Will Ask The Zoom Moderator To Review All Comments During Public Forum.

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

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

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

Please click this URL to join. [HTTPS://US02WEB.ZOOM.US/J/85664360392?](https://us02web.zoom.us/j/85664360392?pwd=EERQTXLWWTvNRK5LVGJPMUEZBVR5QT09)

[PWD=EERQTXLWWTvNRK5LVGJPMUEZBVR5QT09](https://us02web.zoom.us/j/85664360392?pwd=EERQTXLWWTvNRK5LVGJPMUEZBVR5QT09)

Passcode: 768469

Or Telephone:

+13092053325,,85664360392# US

+13126266799,,85664360392# US (Chicago)

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

+1 309 205 3325 or +1 312 626 6799 (Chicago)

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. Recognition Of Kimberly Nicholas's 43 Years Of Service To Story County

Department Submitting Board of Supervisors

7. AGENCY REPORTS:

- I. Emergency Management Quarterly Report - Melissa Spencer

Department Submitting Auditor

Documents:

EMA QTR.PDF

II. Home Allies Annual American Rescue Plan Act (ARPA) Report - Lauris Olson

Department Submitting Board of Supervisors

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

Department Submitting Auditor

Documents:

UCC.PDF

IV. The Whistle Stop Academy Annual American Rescue Plan Act (ARPA) Report - Amy Vandenberg

Department Submitting Board of Supervisors

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

Department Submitting Auditor

Documents:

YSS.PDF

VI. YSS Annual American Rescue Plan Act (ARPA) Report - Andrew Allen, CEO

Department Submitting Board of Supervisors

VII. The Salvation Army Annual Report - Kathy Pinkerton

Department Submitting Auditor

Documents:

SALVATION ARMY.PDF

8. CONSIDERATION OF MINUTES:

I. 6/18/24 Minutes

Department Submitting Auditor

9. CONSIDERATION OF PERSONNEL ACTIONS:

I. Action Forms

1) new hire, effective 8/1/24, in a) Information Technology for Joseph Wakeman @ \$4,834.06/bw; 2) pay adjustment, effective 6/17/24, in a) Conservation for Paige Higby @ \$13.75/hr; Carter Ross @ \$14.00/hr; 3) promotion, effective 8/11/24, in a) Attorney's Office for Robert Dearden @ \$3,506.72/bw

Department Submitting HR

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 Service Agreement Between Nyhart And Story County For General Accounting Standards Board (GASB) 75 Actural Updates For FY24 (\$2,650.00) And FY25 (\$4,850.00)

Department Submitting Auditor

Documents:

GASB 75 ENGAGEMENT LETTER.PDF

- II. Consideration Of 28E Agreements Between Animal Control And The Following Cities: Collins, Colo, Gilbert, Kelley, McCallsburg, Roland, Zearing Effective Upon Signature - 6/30/25

Department Submitting Animal Control

Documents:

28E AGREEMENT.PDF

- III. Consideration Of Appointment Of Elizabeth Waage To The Analysis Of Social Services Evaluation Team (ASSET) For A Three Year Term Ending 3/31/2026

Department Submitting Board of Supervisors

Documents:

ELIZABETH WAAGE ASSET.PDF

- IV. Consideration Of Appointments Of Tommy Chance To The Commission Of Veteran Affairs For A Three Year Term Ending 6/30/2027 And Nancy Schultz For A Three Year Term Ending 6/30/2027

Department Submitting Board of Supervisors

Documents:

TOMMY CHANCE COMMVA.PDF  
NANCY SCHULTZ COMMVA.PDF

- V. Consideration Of FY25 Local Public Health Services Contract, Effective 7/1/24-6/30/25, For \$216,537.00

Department Submitting Environmental Health

Documents:

PH BOH APPROVED LPHS FY25 CONTRACT.PDF

VI. Consideration Of Iowa Communities Assurance Pool (ICAP) Renewal Application Effective 7/1/24-6/30/25 For \$560,380.00

Department Submitting Board of Supervisors

Documents:

ICAP RENEWAL 2024.PDF

VII. Consideration Of Lease Agreement Between Story County And Mary Greeley Medical Center For 124 S. Hazel Ames IA For \$4,975.00 Monthly Effective 7/1/24 - 6/30/25

Department Submitting Facilities Management

Documents:

HAZEL LEASE 2024.PDF

VIII. Consideration Of Resolution #24-93, To Abate Taxes Against Said Mobile Home Due To Court Order

Department Submitting Treasurer's Office

Documents:

24 93.PDF

IX. Consideration Of FY25 Provider And Program Participation Agreement With Youth And Shelter Services Effective 7/1/24-6/30/25;

Youth and Shelter Services - Youth Development/Social Adjustment-Community Youth Development (Not to exceed \$36,519) \$58.98/1 Client Contact/Day; Youth Development/Social Adjustment-Mentoring (Not to exceed \$43,905) \$124.37/1 Client Contact/Day; Employment Assistance for Youth-Pre-Employment Skills/Training (Not to exceed \$13,032) \$93.81/1 Staff Hour; Out of School Program-Summer Enrichment (Not to exceed \$21,289) \$15.41/1 Partial Day (3 Hours); Out of School Program-Summer Enrichment Local Option (Not to exceed \$926) \$15.41/1 Partial Day (3 Hours); Public Education/Awareness-combined (Not to exceed \$90,000) \$181.23/1 Staff Hour; Emergency Assistance For Basic Needs-Transitional Living (Not to exceed \$50,600) \$72.70/1 Day; Day Care-School Age (Kids Club) (Not to exceed \$73,192) \$23.89/1 Partial Day; Day Care-School Age (Kids Club) Local Option (Not to exceed \$5,150) \$23.89/1 Partial Day; Emergency Shelter-Rosedale Funds are Sequestered (Not to exceed \$70,153) \$192.20/1 24 Hour Period of Food and Shelter; Service Coordination (Not to exceed \$5,000) \$60.00/1 Client Hour; Substance Use Disorder Outpatient Treatment (Not to exceed \$20,000) \$242.06/1 Client Hour

Department Submitting Board of Supervisors

Documents:

YSS FY25.PDF

- X. Consideration Of Participation In IaPELRA's Salary Survey Tool For \$3,500 Annually For A Term Of Three Years (Total Cost Of \$10,500)

Department Submitting Human Resources

Documents:

IAPELRA COMPENSATION TOOL.PDF

- XI. Consideration For Permission To Use The County Credit Card For An Additional Adobe Creative Cloud License For The Conservation Outreach Assistant

Department Submitting Conservation

Documents:

COUNTY CREDIT CARD REQUEST.PDF

- XII. Consideration Of Utility Permit(S): #24-7718

Department Submitting Engineer

Documents:

UT 24 7718.PDF

11. PUBLIC HEARING ITEMS:

12. ADDITIONAL ITEMS:

- I. Consideration Of Resolution #24-90, FY25 Appropriations - Lisa Markley

Department Submitting Auditor

Documents:

RES 2490.PDF

- II. Consideration Of Resolution #24-91, Interfund Operating Transfers - Lisa Markley

Department Submitting Auditor

Documents:

RES 2491.PDF

- III. Discussion And Consideration Of Revisions To The ASSET Policies And Procedures – Sandra King

Department Submitting Board of Supervisors

Documents:

ASSET POLICIES PROCEDURES.PDF

IV. Discussion And Consideration Of Resolution #24-88, 2M Estates Subdivision, Plat 3, An Agricultural Subdivision - Andrea Wagner

Department Submitting Planning and Development

Documents:

STAFF REPORT.PDF  
PLAT.PDF  
RESOLUTION 24 88.PDF  
APPLICATION MATERIALS.PDF

V. Discussion And Consideration Of Resolution #24-92, Grand Oaks Subdivision, A Residential Parcel Subdivision Plat - Andrea Wagner

Department Submitting Planning and Development

Documents:

STAFF REPORT.PDF  
PLAT.PDF  
RESOLUTION 24 92.PDF  
STORY CITY RESOLUTION.PDF  
APPLICATION MATERIALS.PDF

13. DEPARTMENTAL REPORTS:

14. OTHER REPORTS:

- I. Update On American Rescue Plan Act (ARPA) Funding Drawdowns And Obligations For External Projects - Crystal Davis And Leanne Harter

Department Submitting Board of Supervisors

15. UPCOMING AGENDA ITEMS:

16. 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.

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  
6/25/24

NAME

AGENCY

Mandi Hurr  
Melissa Spencer  
Josh Hendrix  
Kim Nicholas  
Gary Backus  
Liz Quinn  
Crystal Davis  
Cassandra Cruz  
Sandra  
Kathy Pinkerton  
Andrea Jackson  
Katie Ranney  
Jennifer Schmit  
~~Andrea Allen~~  
Lisa Martley  
Andrea Wagner

Mayor - Zearing  
SCEMA  
SCEMA  
S. Sheriff's Office  
α  
SCSO  
BOS  
YSS  
BOS  
The Salvation Army  
YSS  
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And  
P+D



**STORY COUNTY EMERGENCY MANAGEMENT AGENCY**  
 900 6<sup>TH</sup> STREET, NEVADA, IA 50201  
 PH: (515) 382-7315 FAX (515)382-7328  
 EMAIL: [storycntyiaem@storycountyiowa.gov](mailto:storycntyiaem@storycountyiowa.gov)  
 WEB SITE: [www.storycountyiowa.gov/ema](http://www.storycountyiowa.gov/ema)

*Melissa Spencer, Coordinator*

Board of Supervisors Update

As of June 18, 2024

**Response:**

During the overnight and into the day on May 20<sup>th</sup>, portions of Story County received anywhere from 7-11 inches of rain in less than 24 hours. There was flash and areal flooding that affected many farm fields, roads and culverts across the south east portion of Story County. The city of Collins also reported basement and community flooding.

On May 21<sup>st</sup> a high-end EF-2 tornado struck Story County winding a path through the rural areas of Story County from Cambridge, to Nevada and lifting south of Zearing. Supervisor Murken signed a county wide disaster declaration as the Emergency Management Commission Chair and Spencer requested that Iowa Homeland Security activate the Iowa Individual Assistance and Disaster Case Management program for Story County. Thank you to the Boone and Hamilton County Emergency Managers for their assistance during the first few days of the event.

Preliminary damage assessment determined there were over 70 homes with some level of damage. There were no fatalities and only two storm related injuries with one requiring hospitalization. We would like to thank Story County Planning and Development for providing staff to conduct damage assessment in the incorporated areas.

On May 22<sup>nd</sup>, Story County was added to the State-Wide Disaster Proclamation that was expedited to the President. The President granted a Federal Disaster Declaration for Individual Assistance on May 24<sup>th</sup>.

The Story County Board of Supervisors worked with FEMA to establish a Disaster Recovery Center in the parking lot of the Administration building that was active from June 14-17. As of June 18<sup>th</sup>, FEMA registered 68 household and renters for assistance. 55 of the households did have insurance.

Red Cross also provided sheltering services for those who needed a temporary place to stay and followed up with survivor assistance for households with homes were considered major or destroyed.

Iowa Homeland Security is still gathering dollar amounts for a FEMA Public Assistance Disaster declaration. With flooding and tornado damages, Story County jurisdictions have approximately \$300,000 of costs associated with damages and overtime. The State allows each County to claim time and costs associated with emergency protective measures and infrastructure restoration. With the damages to the electrical grid, Story County should meet the \$453,000 threshold for Public Assistance.

**PREVENTION      PREPAREDNESS      RESPONSE      RECOVERY      MITIGATION**

Proudly serving the communities of:

*Ames – Cambridge – Collins – Colo – Gilbert – Huxley – Kelley – McCallsburg – Maxwell- Nevada  
 Roland – Sheldahl – Slater – Story City – Story County – Zearing*

## **Preparedness:**

### **Planning**

The County Wide Hazard Mitigation Plan was approved by the State and sent onto FEMA. FEMA returned three items for clarification. The contractor is working on those now. We expect the corrections to go back and be approved quickly. The updated plan does not have to be adopted by resolution until January.

We will finish the annual Emergency Support Function/Recovery Support Function planning requirements the end of July. Plans that still need approval are ESF-5 Emergency Management, ESF Basic, and RSF Basic Plan.

Spencer continues to work with Iowa HSEMD on creating a local platform for communication from the community level to the EOC utilizing WebEOC. Spencer needs to identify communities to be part of a test bed which will require pre-training provided by her. The goal of the testing is to identify additional functionality that is needed for the communication from the community to EOC level.

### **Training**

April 23<sup>rd</sup> and 25<sup>th</sup>, Spencer participated in two training events provided by the ISU Swine Medicine Education Center and Iowa Pork Board for livestock trailer rollovers and a foreign animal disease outbreak. These training sessions allow first responders to work with animal health and welfare experts that will likely respond to a local incident.

On April 23<sup>rd</sup>, Spencer was invited to present about the agency to current and new Central Iowa RSVP volunteers at their Disaster 101 training session with about 20 people in attendance.

April 24-26, Harding attended Advanced HazMat Life Support.

The National Weather Service in Des Moines provided a county wide severe weather spotter training on April 29<sup>th</sup> with over 50 in attendance. Thank you to the Gilbert Franklin Fire Department for hosting the class.

May 1<sup>st</sup> Spencer attended a School Safety Threat Assessment class provided by the Department of Justice and Iowa Homeland Security. The training covered planning as well as how to identify situations that could escalate.

On May 6<sup>th</sup> Safeguard Iowa provided a virtual Suspicious Mail for Elections training for counties in central Iowa. While it was primarily aimed for elections, several Story County staff attended. It was good information about what to look for with packages and letters as well as how to plan mail delivery and opening for a government agency.

May 8-10 Spencer attended the annual Iowa Emergency Management Association University of Okoboji training. Topics ranged from self-care and mental health to review of significant incidents and lessons learned. Spencer also received her Iowa Emergency Management Advanced Certification during the event.

May 13<sup>th</sup>, Harding attended Disaster Management and Emergency Preparedness for Health Care. Attending this training fits with his continued work with the Central Iowa Health Care Coalition, Story County EMS Association and the Story County HELPERS groups.

On May 31<sup>st</sup>, SCEMA staff were invited by Iowa State University Veterinary Field Services to train staff on basic Incident Command and discuss how their staff will integrate into a response for an animal event. The training was well received and Dr. Gordon will likely have us come back annually to train new staff.

June 4-6, Harding attended Debris Management training along with EMAs from ISU and Facilities Management Director Brogden. The training provided training and information on how to appropriately determine a site as well as the documentation process that meets FEMA requirements.

Both Spencer and Harding have met their FEMA National Qualification System training requirements. These training requirements are designed to strengthen the resource management component of the National Incident Management System (NIMS) that provides a nationwide approach to resource management, enabling stakeholders to work together to manage all threats and hazards, regardless of the incident's cause or size. It is also a requirement to maintain our eligibility for the Emergency Management Performance Grant.

#### **Exercises**

None

#### **Operations**

The Hazard Mitigation Grant for the new EOC generator at the annex building has been submitted to Iowa Homeland Security. This was a lengthy application process and we are waiting for a response to. This grant program has three funding sources and could take a significant amount of time to process through.

In May we took delivery of the Stop The Bleed kits that will be disbursed to schools and cities in the following months. This was possible due to grant funds from Story County Public Health. Harding will coordinate with trainers from the Sheriff's Office, City of Ames and Story County Public Health, prior to the kits being disseminated.

Staff met with Facilities Management to discuss preliminary drawings for the annex building on S. 11<sup>th</sup> street. There were a few issues identified with the office space design that needed to be reconfigured. We are still waiting on the next round of drawings.

We deployed the Command Trailer for a Communication Exercise, June 19-20, hosted by the Story County Sheriff's Office. This exercise also allowed us to test the capability of a lighting tower and generator that we house as a regional asset for Iowa Homeland Security.

Following the Communications exercise the Command Trailer was deployed in support of Story County Amateur Radio's Field Day June 21-22. Utilizing the trailer for these events is a great way to ensure the trailer is ready for emergency response and keeps our deployment skills sharp.

On June 17<sup>th</sup> we took delivery of a 2024 Ford F-250 Super Duty to replace the 2015 truck. Karl Ford in Story City held to their estimate with a \$14,000 trade on the 2015. Keltec was awarded the upfit for

lights, sirens and radio installation that will happen in August. We are waiting for estimates back on graphics for the vehicle.

### **Looking Forward**

We will be bringing on a new intern in August. Saja Ibrahim will be a senior at ISU and is studying Management of Information Systems and Data Science. We look forward to her coming on board and sharing her insights about Emergency Management.



# University Community Childcare

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

## UCC Report to Story County Board of Supervisors

June 25, 2024

10:00 a.m.

### University Community Childcare

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

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

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

UCC funding sources:

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

- ISU Dept. of Residence – funding used to cover occupancy expenses such as mowing, snow removal and building maintenance
- ISU Ccampis Grant – federal program – supports fees for Pell grant eligible ISU students enrolled at on-campus childcare centers. The grant was renewed Oct. 1, 2022 for (4) years. (28) children were on the Ccampis Grant program during FY 23-24.
- USDA – support through the Child and Adult Care Food Program (CACFP)
- BooSt – provides scholarships for preschool children (1 child at \$245/mo. FY 23-24)
- UCC also works with the Ames School District and the Statewide Voluntary Preschool Program for 4 year old children.

UCC is a community site for this preschool program. Benefits: free 10'/wk. to participating families; grant will pay for staffing expenses (7 children FY 23-24)

Client statistics from 2023-24 show UCC provided care for 90 children

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

UCC strengths include:

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

- Staff taking advantage of continuing education sponsored by Child Care Resource & Referral of Central Iowa, the State of Iowa and by the Iowa Association for the Education of Young Children. To date, (1) current employees has received an AA degree through TEACH. This program pays tuition for staff currently working full time in childcare. We are offering and requiring prospective employees with 2 years' experience in childcare the opportunity to earn their CDA (Child Development Associate Credential) which requires 12 ECE credits from a community college. We have (3) employees currently working with TEACH to advance their education!
- Out of 18 permanent staff, (4) have worked at UCC 2-5 years, (5) working from 5-10 years and (5) greater than 10 years.

UCC weaknesses include:

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

Outcome information from parent surveys:

"We are pleased about the financial support. Now we feel comfortable and less stressed about continuing our education and work at Iowa State University. We also feel confident about our financial situation to raise our family."

"Both of us parents are able to go to school full-time and have less stress on childcare costs. We are able to cover costs with part-time jobs, unlike if we were at another center where care is more expensive."

"By having the lowest rate on the UCC fee scale, I could focus on my academic work more because I do not have to worry about whether I can pay my kiddo's monthly tuition. I would not succeed in my program if I did not have such access."

"Previously we had to depend on others to continue our education at Iowa State. Sometimes we had to work outside to fulfill our financial needs. Now we manage independently, giving us time to relax and to continue our studies at Iowa State. Now, we can focus more deeply on our study and research."

"Accessing the lowest rate enabled my wife and me to concentrate on our studies thanks to the childcare provided by UCC. We have had ample time to run our experiments in the lab and make progress towards our research."



**Story County Board of Supervisors**  
**Annual Report**  
**June 20, 2024**

**YSS HEADQUARTERS** 420 Kellogg Avenue, Ames, IA 50010 P:515-233-3141 F:515-233-2440

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A COMMUNITY-BASED ORGANIZATION SERVING YOUTH AND FAMILIES SINCE 1976



# 2023/2024 Strategy

## CORE VALUES

COMMITMENT  
COMPASSION  
INTEGRITY

COLLABORATION  
INNOVATION  
"CAN DO" SPIRIT

## CORE FOCUS

OUR PURPOSE  
To create hope and opportunity

OUR NICHE  
Putting kids first

## OUR PROMISE



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

## OUR UNIQUES



Community-Based



Comprehensive



Collaborative

## 50<sup>TH</sup> ANNIVERSARY TARGET

06/30/2026

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

### IMPACT GOALS

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

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

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

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

### FINANCIAL

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

## 1-YEAR PLAN

06/30/2024

Connections Made: 600,000

Employee Satisfaction: 85%

Annual Campaign: \$2.075M

Positive Impact: 90%

### GOALS TO SUPPORT PROGRAM OUTCOMES

- 1 Empower supervisors with tools to increase employee engagement, satisfaction, and retention.
- 2 Implement trauma informed care supporting culture, inclusion, and diversity.
- 3 Achieve financial stability through education and empowerment.
- 4 Assess and optimize revenue streams across grants, fundraising, and business development.
- 5 Launch Ember Recovery Campus operations, marketing, and financial plans.
- 6 EOS followed by all with a focus on data.

## 5 STRATEGIC COMMITMENTS

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

# Table of Contents

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

## EDUCATION:

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

## COUNSELING:

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

## STABILITY:

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

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

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***Kids Club Before and After School Program***  
***Ballard, Gilbert, Roland-Story, and Colo-Nesco School Districts***  
***Submitted By: Nichole Schroer/Jen Schmit***

**Program Description/ Objective/Goals:**

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

**Measurables and Number Served:**

348 children have been served so far, this fiscal year (July 2022-June 2023).

- Ballard Kids Club has served 82 children this fiscal year.
- Gilbert Elementary Kids Club has served 103 children this fiscal year.
- Gilbert Intermediate Kids Club has served 77 children this fiscal year.
- Roland-Story Kids Club has served 77 children this fiscal year.
- Colo-Nesco Kids Club has served 9 children this fiscal year.

**Outcomes:**

- *To provide a safe, stimulating, caring environment for children in grades K-6 during out-of-school hours – 348 total children served (July 2023-June 2024).*
- *To promote positive interpersonal skills – 47/47 (100%) of parents or guardians who completed our satisfaction survey said that Kids Club has a positive effect on their child’s interpersonal skills.*
- *To provide a safe environment that promotes physical health – 73/78 (93%) of the children who completed our end-of-year survey said they feel safe at Kids Club and that Kids Club taught them how to make healthy choices.*
- *To provide academic enrichment – 43/47 (94%) of parents or guardians who completed our satisfaction survey said that Kids Club provides academic enrichment to the children involved in our program.*

**Challenges:**

Staffing was our most difficult challenge this year. Across all our Kids Club sites, there were multiple site supervisor positions open for months at a time. We struggled to find qualified applicants to fill these positions and it took a toll on our Kids Club admin team. We also struggled finding reliable part-time staff who were committed to staying an entire semester. I am happy to report that we did fill out Roland-Story supervisor position as of May 2024!

**Impact Story:**

Organizationally, our annual Kids Club Olympics event in August was successful, with approximately 200 kids from 8 Kids Club sites in attendance. We opened our new Colo-Nesco site with a ribbon cutting event at the

beginning of the school year and have had an outpouring of support from the district and community members. With our Holiday Giving Program, we were able to provide about 15 families with gifts. We also awarded scholarship funds to several families who had past-due balances and received a \$5000 gift for future scholarship funds. We started implementing a new prevention curriculum called Generation Rx that focuses on preventing the misuse of prescription medications and we've had good feedback from supervisors.

#### **Ballard Kids Club:**

Ballard participated in a "Pick a Better Snack" outreach program in October. The guests from Iowa State brought different forms of cranberries that the children were able to try. There was regular cranberries, cranberry juice, and dried cranberries. This was the children's favorite Pick a Better Snack of the school year.

In December, the kids at Ballard made holiday gifts for the staff at Ballard West to show their appreciation for all they do. The kids colored gingerbread men, then wrapped candy in their hands!

In February, Ballard Kids Club completed Generation Rx prevention curriculum. The children were very interested in the topics and seemed to understand what they were learning. There was a lot of participation from the children, and they enjoyed the fun activities that were associated with the curriculum.

#### **Gilbert Kids Club:**

In October, Gilbert Kids Club hosted their annual "Lights On" open house event. We got great feedback from parents and kids, and it seems like everyone had fun!

Gilbert Kids Club took a field trip to an ISU basketball game on a no school day in November!

In January, in honor of Martin Luther King Jr. Day Gilbert had a Community Service themed week! We worked with a local senior community (Windsor Oaks) and the Ames Animal Shelter. The kids enjoyed making cards for the seniors and creating tie blankets for the Ames Animal shelter.

#### **Roland-Story Kids Club:**

In July, we visited the local library every week and participated in the summer reading program. We also went to the Boy Scouts camp this month, which was a blast!

In December, Roland-Story Kids Club participated in some outreach activities to better the school and community. The students in our program made holiday cards for the residents at Bethany Manor in Story City. Another project they worked on is decorating and putting together goodie bags for all the teachers and employees at the Elementary School. They worked hard on their activities and did a great job!

In February, the Kiwanis Club gave us \$250 to go toward program funds and they pledged to help us spread the word about our open supervisor position.

#### **Colo-Nesco Kids Club:**

The Colo Public library visited every 3rd Monday of the month during the late start for an outreach program. They read a story, and did an activity each week with the kids. Each lesson is themed-based on events happening that month. February's theme was Presidents' Day along with our week.

#### **Comments from Parent Surveys "What do you like most about YSS Kids Club":**

- Keeping kiddos busy with loads of different kinds of activities
- The activities, so many different options of things to do!
- My daughter is happy and enjoys her time at Kids Club
- Communication and staff
- I know my kids are safe and taken care of. Also, great that the program is right at the school.
- My kids like group games
- They are so attentive to (youth) and what she needs help with from her cp. they are always great at communicating with me and always helpful and understanding!
- The staff has been incredibly welcoming and friendly.
- I trust the staff, and I think it's a well-organized program
- Communication & friendly staff
- Getting to know kids in other classes/grades, nice staff.
- They are consistent and do a nice job with my child.
- It's located on the school's campus.

- That it's on campus and can pick up at the school! That it's open on many days where school is closed.
- I appreciate the consistency the program offers. The staff is always having fun with the kids!
- The activities for the children, so they are actively engaging in things.
- My child is always so excited to talk about the activities she has done at Kid's Club. She also has told me several times how much she is looking forward to summer Kids Club. So glad this program is available for school aged kids!
- Reliable hours and staff
- My kids are safe, well cared for, and enjoy being there. They often don't want to leave at pickup time.
- The efforts the put into each child as individuals and a whole. They've helped my son break out of a shell. He's so much happier being around more kids. More things to do. Etc.
- The activities and interactions with other ages of kids
- The positive environment and diverse environment my son is allowed to engage in and expand his horizons. He has blossomed this year with the extra activities and involvement in activities with other kids.
- Opportunity to interact with different ages of kids.
- Playing outside or other physical games in the gym (basketball, tag, etc)
- Safe and reliable before and after school care

## **IMPACT Teen Club**

### **Collins-Maxwell, and Colo-Nesco School Districts**

**Submitted By: Mandy Schrank/Jen Schmit**

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

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

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

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

Collins-Maxwell: 14

Colo-NESCO: 14

#### **Outcomes:**

- The students completed 352.5 hours of community service.
- • We had 10 students complete more than the desired 20 hours of community service learning.

#### **Challenges/Trends:**

We are serving a high number of 6<sup>th</sup> grade students. We are seeing a lot of students struggling with academics, mental health, bullying, and home issues.

#### **Impact Story:**

- Principals and staff at both schools have expressed their gratitude to have a safe place for their teens to go after school. For some students it is their only place of belonging in the school.
- Impact offers a safe space after school to help alleviate youth making poor choices during the time that school ends and parent/guardian gets home.
- The teens participating expressed their gratitude to have a place to belong.
- The Colo NESCO club built a gaga ball pit for their school. It has become a favorite of all the students and the teachers are using it as an incentive in their classes.

## **Mentoring**

**Submitted By: Jen Schmit**

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

YSS is well known for its successful school-based mentoring program that has been matching children and mentors in Boone and Story Counties for 23 years. The mentoring program holds the distinction of being certified by the Iowa Mentoring Partnership, which requires adherence to strict guidelines and best practices established by MENTOR, the National Mentoring Partnership. This is a long-standing YSS program and the only mentoring program in the rural school districts served. In the spring of 2021, we expanded our program and now support community-based mentoring services. With this expansion, we have served just under 75 youth across Boone and Story Counties. We have focused on youth experiencing at risk and high-risk situations. Community-based mentoring services also focuses on parent/caregiver engagement and supporting youth 13-17 years old.

YSS Mentoring serves elementary through high school aged students in Story County. Volunteers from the community are recruited, screened and trained by program staff and matched with a child that is referred to the program. Referrals come from school staff, parents/guardians, community partners and at times, the children themselves. Each program is supported by a mentoring facilitator who works closely with the school staff/families and acts as a constant point of contact and support for mentees and mentors. Facilitators are frequently in contact with mentors, through phone calls, emails and in person meetings. We are locally, state and federally funded. There is no cost to participants.

### **SCHOOL-BASED**

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

### **COMMUNITY-BASED**

- (Mentors ages 18+) – For youth 6-17 year old. Mentors meet with mentee in a public space, on the weekends, evenings and during the summer for a minimum of 4 hours per month. Requires a 9-12 month commitment.
- Serves Ames, Nevada, Collins-Maxwell, Gilbert, Roland-Story and Ballard

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

<b>School-Based</b>		
	<b>Youth Served</b>	<b>HS Student Mentors</b>
Ames Elementary	58	0
Ames Middle	21	
Ballard	16	
Gilbert	37	
Nevada	13	
Collins-Maxwell	3	

<b>Total:</b>	<b>148</b>	
<b>Total Waiting:</b>	<b>42</b>	-----

<b>Community-Based</b>	
	<b>Youth Served</b>
Ames	33
Ballard	0
Gilbert	0
Nevada	3
Collins-Maxwell	3
Roland-Story	1
<b>Total Served:</b>	<b>40</b>
<b>Total Waiting:</b>	<b>12</b>

**Outcomes:**

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

**Our outcome studies show:**

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

**Outcomes - 2023-2024 School Year**

- **62%** Mentees who improved their attitude and behavior (33% maintained)
- **46%** Mentees who improved their grades (49% maintained)
- **49%** Mentees who improved positive relationship skills (47% maintained)
- **77%** Mentees who self-reported improved self-esteem (20% maintained)
- **90%** Mentees who believe it is wrong for someone their age to use alcohol tobacco and other drugs

**Comments from End 2023-2024 End of Year Evaluations**

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

- Being able to express my feelings and having someone who knows and cares about you like parent, but at school.
- Playing fun and clever games, learning interesting concepts and words, and having a great time and forming a great relationship.
- It has helped me through difficult times and the opportunity to talk to someone about things going on in my life.
- It is a great outlet for me to refresh and take a break. My mentor gives me something to look forward to every week. He gives me tips and "lessons" to help me become the best me possible. He has also helped me make unexpected friendships through our friendship! I'm sorry if this sounds corny or "cringe" but this "program" means a lot to me!

**Comments from Parents:**

- My child didn't have any behavior issues and was doing well in school before mentoring began but she seems to be more social and willing to try new things.
- Mentoring has been a great experience for my child for many years. He's grown so much and has a new outlook on school and a friend group, so he has dialed back a bit on his mentoring time.
- My child has had a hard year personally and academically. She struggled with relationships at school and her grades. She has a lot of trauma from the current situation with her mother. I do not expect a mentor to fix this but I am glad they are there to support her.

**Comments from Teachers:**

- My student has blossomed this year. Her confidence is so much higher. This program has been amazing for her.
- Through this program she has been able to do things she never would have without it. This has been amazing for her!
- My student strives from having someone to talk to on a regular basis about her feelings. I have noticed a huge difference in her this year compared to last year.

**Comments from Mentors**

- One of my favorite programs to be involved in and promote to the community! Great job, Mentoring Team!
- This has been such a rewarding experience. I've built a really good connection with my mentee and I'm sad it's going to be over soon.
- I'm so glad the school district has this program. I think it's such a valuable tool for kids and a way for them to make it through such formative and tough years.

**Impact Story:****IOWA STATE CONECTIONS -**

A 5th grade student in the Ames program is from South Korea and is experiencing a year in Ames while her father attends Iowa State. She speaks limited English and is learning how to navigate the US culture. The mentee will return to South Korea at the end of the school year. This mentee was matched with an ISU athlete who shares a similar experience. The mentor grew up in Tawain and her first experience in the US was in Ames as a student attending Iowa State. The mentee shared with the mentor that she enjoys playing golf. This was another exciting shared interest as the mentor is an ISU golf athlete planning to go professional next fall.

**MONTHLY EVENTS** – Each month we host an event for our participants. The YSS Mentoring Program has developed an ongoing relationship with Iowa State University Extension and Outreach. They have helped us provide matches with activities focused on nutrition and meals on a budget. In February, we collaborated with them to host a family pizza making night. Families made a wheat crust from scratch and enjoyed connecting with each other. Each July we collaborate with Story County Conservation to host a family fishing event during the fish free weekend in Iowa. Mentee have an opportunity to learn how to bait, cast and reel a fish. In October, we also collaborated with Story County Conservation to host a family event at McFarland park where matches were able to engage in nature and do some geocaching. In January, pairs and staff volunteered at Overflow Thrift Store and Food At First as part of our MLK Day of Service. We have had a least one pair return to Overflow to volunteer again. Monthly program events continue to build community, foster new connections, create new experiences, and support the mentee-mentor relationship.

**AMES ELEMENTARY** - A teacher and I had a conversation where she shared the positive impact mentoring has had for a student in her classroom. She is a behavior classroom teacher and in just 6 weeks, she saw a more positive attitude from the mentee. This student needed something positive to look forward too and

the pair meet on Fridays. She shared that Fridays were a great day to give the student a good ending to the week.

**Challenges/Trends:**

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

## **Youth Development**

**Submitted By:** Mandy Schrank/Jen Schmit

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

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

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

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

Tough Topics:

- Roland-Story: 21
- Nevada: 12

AMES Leadership: 14

Salir Adelante! 23

### **Outcomes:**

- Units of Service:
  - Tough Topics:
    - Roland-Story: 164
    - Nevada: 41
  - AMES Leadership:79
- Salir Adelante: 50.

### **Challenges/Trends:**

We are seeing an increased need and interest from the Story County school districts in having youth-led groups to cover topics that are difficult to discuss and necessary for life success.

### **Impact Story:**

- The youth in the Roland-Story Tough Topics group learned a variety of ways to complete the stress cycle and 100% reported an increase in their ability to cope with stress.
- Two new youth development groups were added this year: Salir Adelante! and AMES Leadership.

## **Youth Employment**

**Submitted By: Andrea Palomo/Jen Schmit**

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

The YSS Youth Employment Program operates with the mission to inspire youth to dream, believe in themselves, and be equipped to access and succeed in living-wage careers. In order to accomplish this, Youth Employment aims to teach seven core standards:

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

to all participants through experiential group lessons and one-to-one sessions with a youth employment specialist. Lessons were taught once per week in Nevada Tough Topics throughout the 23/24 school year. Four lessons were taught to four iJag classes at the Nevada High School. One-to-one sessions are offered at both the YRH and 712 recovery houses and to all Story County Youth through referrals. Additionally, resume workshop where done at the library in collaboration with four other Story County organizations.

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

Between July 1, 2023 and May 14, 2024: number of youth served in programming and one-to-one sessions- 218, served through resume & workshops- 92 Total=310

### **Outcomes:**

Youth Employment has increased participation totals in all areas with 98.6% of youth participants demonstrating an increase in knowledge and skills.

### **Challenges/Trends:**

Securing funding for prep and planning time has become a challenge. With the struggle to fund these, the success of the larger events Youth Employment has participated in has been impacted.

### **Impact Story:**

Clients from Youth Recovery House and 712 have reported that having Youth Employment one-to-one sessions has had a positive impact. Working in collaboration with four other organizations, Youth Employment was able to hold Future Ready Nights at the Ames High School, FASFA nights at four story county school districts, and application and resume workshops.

## **Public Education and Prevention**

### **APP**

**Submitted By:** Mindy Speake/Tanner Koder /Jen Schmit

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

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

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

829 students were served in Story County

#### **Outcomes:**

These outcomes represent findings from July 01, 2023, through May 31, 2024. 67% of students completed all lessons to fidelity including completion of the surveys. 96% of the students thought the class was better or as good as they expected.

#### **Challenges:**

The weather continues to be a challenge we face each year, as it is out of our control, it causes a disruption in programming and then the challenge to find time to add an additional class time or two to the classroom teachers schedule or to combine lessons becomes our focus. We also had to find a new APP Coordinator mid year who needed training before sharing programming.

#### **Impact Story:**

We were able to provide facilitators for programming by being flexible and working hard to meet the needs of our schools which included a few new school connections, one of which provided around 300 students to present and teach to.

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

- Students have more interest in social media and technology in regard to relationships.
- Students have been inquisitive about STD's and STI's asking about the symptoms and impacts, as well as how to prevent getting one.
- Students have been very curious about healthy vs. unhealthy relationships.
- Students are more willing to talk to a trusted adult about sexual health related topics.
- Students were more willing to ask questions to the APP teacher questions when they were the consistent contact during weekly classroom visits

## **Public Education and Prevention**

### **Suicide Prevention**

**Submitted By:** Kalli-Ann Kennel /Jen Schmit

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

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

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

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

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

Hazelden Lifelines Prevention: 473

- Ballard Elementary School (5th grade): 142
- Collins-Maxwell Jr/Sr High School (7th grade): 30
- Roland-Story Middle School (8th grade): 68
- Roland-Story High School (9th grade): 99
- Roland-Story Middle School (7th grade): 93
- Colo-NESCO Jr/Sr High School (9th grade): 24
- Ames High School (grades 9-12): 7
- Roland-Story High School (grades 9-12): 10

ASIST TOTAL: 29

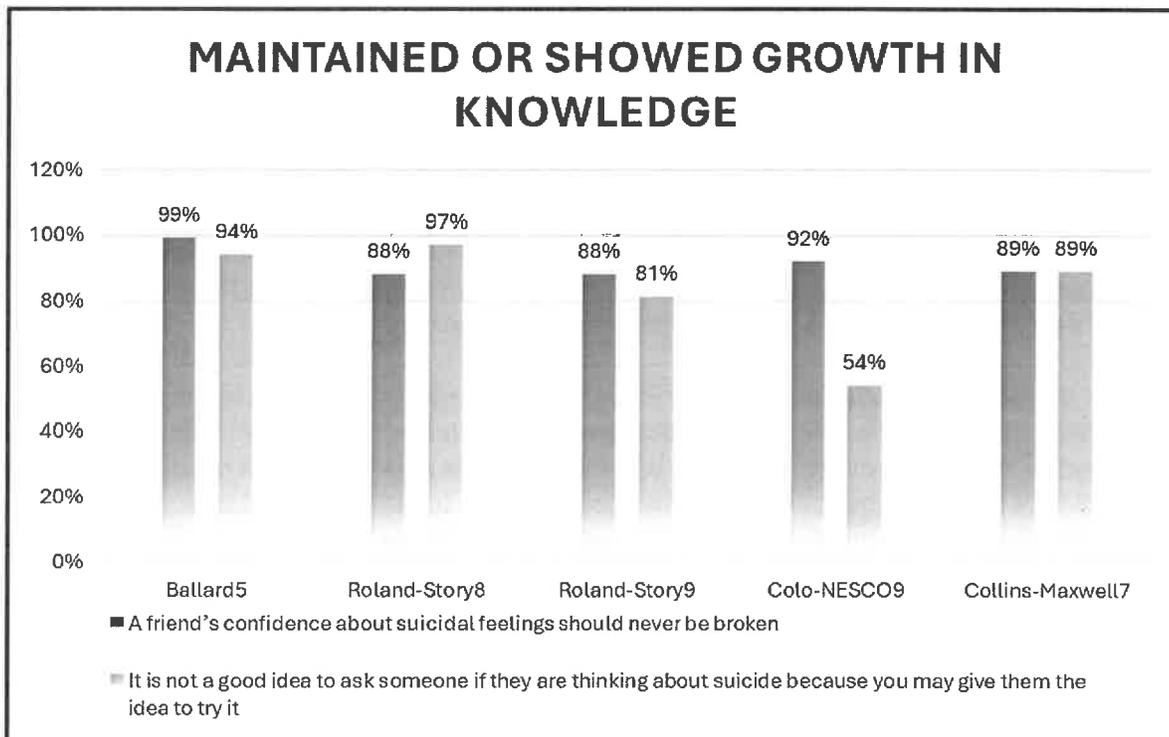
#### **Outcomes:**

ASIST Training held on June 7-8, 2023 (YSS Staff); Story County -13 participants

ASIST Training held on December 7-8, 2023 (YSS Staff); Story County - 8 participants

ASIST Training held on March 5-6, 2024 (YSS Staff + a 988 crisis line worker); Story County - 8 participants

#### **Hazelden Outcomes:**



#### **Impact Story:**

When asked, “What is your biggest takeaway from the program?”, students responded with:

- Learning what to do and to not blame yourself if something happens; It is not your job to prevent suicide, it’s to get help so that they can be saved. It is better to have a mad friend than a dead one
- How to help and not to act like I’m a professional with suicide; It is not your job to prevent suicide, it’s to get help so that they can be saved. It is better to have a mad friend than a dead one
- How to help and not to act like I’m a professional with suicide
- It’s very nice to finally see our school doing something about suicide. I loved this class so much. She answered the questions the best that she could even the most difficult ones and explained everything clearly

YSS staff was contacted by Nevada Memorial Lutheran Church. YSS held a suicide-prevention night for the youth group and reached 51 youth and 13 adults.

- Youth were taught the basics from the Hazelden Lifelines curriculum through a Jeopardy game. One youth approached staff after the program and reported that her friend was suicidal (she noticed the signs and asked her friend directly if they were thinking about suicide) and requested that we speak with him. She took the knowledge gained from the presentation and was immediately able to put it into action.

Hach Chemical in Ames, IA, contacted YSS for multiple presentations on mental health and wellness and have also asked for participation in their employee wellness week fair. This will likely be a continued partnership.

#### **Teacher Feedback:**

- Age appropriate for a very serious and sensitive topic
- I liked how the questions engaged the students in real-life scenarios. Anchor chart. Consistent language that is easy to remember and understand.
- I like that the program does not skirt around the topic and teaches students not to either.
- I liked the way awareness of suicide was presented as a fact the students will eventually encounter in life and how to deal with suicide.

- Information is presented in a developmentally appropriate way that encourages empathy for others.
- Presenting *relative* information to students, the honesty
- Student focused, skill building, delivery of information, videos were very well done and appropriate for this age group

**Trends/Where are we Headed:**

- Students are conveying they don't trust adults for many reasons.
- Conversations and questions about the myth that talking about suicide leads to suicide

*(can include program flyers that are used at school district meetings upon request)*

## **Public Education and Prevention**

### **Too Good for Drugs**

**Submitted By:** Savannah Strahan /Jen Schmit

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

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

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

Too Good for Drugs lays the groundwork for drug-free living through a fun and interactive journey of setting reachable goals, communicating effectively, and making responsible decisions. The program focuses on developing students' social-emotional skills and reinforces those skills through interactive, social activities. Programming was delivered to 4th grade classrooms at Colo-NESCO and Ballard East School Districts.

Project Alert is an 11-week evidence-based curriculum taught to 7th grade at the Ames Middle School and Collins-Maxwell School Districts. This curriculum teaches students the skills and strategies they need to resist types of pressures including drug use. Students are also taught about various substances and their effects/consequences. Lessons include interactive group work, videos, and games.

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

544 individuals were served in Story County

#### **Outcomes:**

86% of participants maintained or increased their understanding of the material regarding alcohol, tobacco, and other drugs and their harmful effects.

86% of participants thought the program made a positive impact and or difference their lives.

#### **Impact Story:**

We did hire a new Prevention Specialist who will be splitting their time half in our Adolescent Pregnancy Prevention and half in Substance Use Prevention programs. This will help us complete hopefully more programming for the 2024-2025 school year.

The Substance Use Prevention program was able to branch out to three new school districts during the 2023-2024 school year. Those districts included Collins-Maxwell, Colo-NESCO, and Ballard.

Some of the positive feedback from students include:

- "This program was great and should be taught to more incoming middle schoolers."
- "I've never been really found of smoking or drinking, but I sorta felt like trying it, but this helped me from preventing that! Thank you, Savannah!"
- "I think this was very helpful for helping us to help others or just giving us information for the future."
- "They did a good job teaching us what is safe and what is not and how one pill can ruin our whole life and we should just be safe when doing things."

- “I have learned a lot of life skills that will help me in the future.”
- “Honestly I think every middle school should get YSS to learn about the bad stuff that can happen to you if you use drugs.”
- “It was a good experience and I think it is important to learn about substances.”

**Trends/Where are we Headed:**

Middle school students are confused about the difference between Medical Marijuana and Recreational Marijuana. Many youth think and assume that the medical side of marijuana is considered safe because they think it is a “medicine”. Some of the youth do not realize that recreational use is illegal in Iowa.

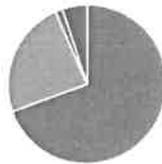
- Most youth did not hear or were aware about fake pills being laced with fentanyl. Discussion was held about how dangerous fentanyl is and showed images from the DEA of what a lethal dose looks like. Both middle and elementary students are confused about the difference between prescription and over-the-counter medications.
- Feedback from both and students and teachers are seeing many youth partake in vaping. Especially using the flavored vapes, students are getting caught using these devices on school grounds.

**Impact and Perception of Harm Data After Programming:**

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

[More Details](#)   [Insights](#)

● Great Risk	194
● Moderate Risk	67
● Slight Risk	4
● No Risk	14



14. Smoke marijuana once a week?

[More Details](#)   [Insights](#)

● Great Risk	38
● Moderate Risk	170
● Slight Risk	58
● No Risk	13



15. Use over the counter medication different from the directions?

[More Details](#)   [Insights](#)

● Great Risk	170
● Moderate Risk	72
● Slight Risk	18
● No Risk	19



16. Smoke cigarettes every day?

[More Details](#) [Insights](#)

Great Risk	228
Moderate Risk	36
Slight Risk	2
No Risk	13



## **Summer Enrichment Programming**

**Submitted By: Mandy Schrank /Jen Schmit**

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

The Enrichment program is a FREE 6-week program offered in Nevada, Ames, and Collins-Maxwell during the summer for students in Early Kindergarten-8th grade. The program runs half days, providing breakfast and lunch. The Summer enrichment program's first objective is to provide meals to Story County youth particularly those qualify for free/reduced lunches during the school year. The second objective is to provide a fun, engaging space focused on nurturing a love of reading and learning. The program strives to provide youth with opportunities to have novel experiences and activities to foster creative thinking, problem solving, and social skills. These objectives are accomplished through community collaboration.

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

#### **2024 COLLABORATORS:**

- Ames Community School District
- Nevada Community School District
- Collins-Maxwell School District
- Raising Readers
- Ames Public Library
- Nevada Public Library
- Maxwell Public Library
- Team Neutrino
- ISU football team
- ISU Department of Kinesiology
- Ames Fire Department
- ISU College of Veterinary Medicine
- Girl Scouts
- Boy Scouts
- Vision 2 Learn
- Hobbit Hill Farm

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

- Ames: 112
- Nevada: 128
- Collins-Maxwell: 60

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

- Ames: 66
- Nevada: 103
- Collins-Maxwell: 44

### **Outcomes:**

Youth attending program at least 75% of the days:

- Ames: 78%
- Nevada- 51%
- Collins-Maxwell: 75%

Youth reporting that Summer Enrichment made a positive impact on them.

- Ames: 91%
- Nevada: 79%
- Collins-Maxwell: 58%

## **Challenges:**

## **Impact Story:**

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

- A staff member was able to help a nonverbal youth begin to communicate with staff and eventually speak with staff after utilizing a word/image board to help her express her needs.
- There were many stories regarding youth learning and utilizing new interpersonal skills to address issues they were having with their peers.
- After 3 STEM lessons with ISU vet med students and a field trip to the ISU Vet Med College, many students reported being inspired to become a vet.

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

- Staffing has improved from previous years.
- The behavioral needs of the youth we serve continue to increase each year.
- The number of non-English speaking youth we serve grows each year.

## **Rosedale Emergency Shelter**

**Submitted By: Emily Rebollozo**

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

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

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

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

As of March 2024: 8 unduplicated Story County clients were served in shelter for a total of 258 units (bed days), 4 Story County youth were diverted from long-term shelter placements and reunified with their parent(s), guardian(s), and/or relative(s) for a total of 5 units. Two of those youth were served several times and reunified each time. 4 Story County youth were served in Crisis Stabilization for a total of 15 units. 4 of the Story County youth served were via a court order through the Department of Health and Human Services or Juvenile Court Services for a total of 235 units.

Additionally, 13 Story County families called Rosedale Shelter during a crisis with their youth. Rosedale Shelter staff were able to provide telephonic supports and give information about referral options to the families without the youth having to receive a shelter placement outside the home. Rosedale also answered 27 calls from adults (some with families that had young children) who reside in Story County and are experiencing homelessness. They were given Coordinated Entry's toll-free number to seek emergency shelter services.

### **Outcomes:**

89% of Story County Youth are discharged to a recommended destination.  
100% of Story County Youth showed improvement in basic living skills.

### **Challenges:**

The workforce has started to steadily increase after YSS increased starting wages for direct care staff. One current challenge is getting many new staff trained quickly to meet the needs of the youth in care. Youth are continuing to have more significant behavioral and mental health needs that call for additional training of staff to meet these more intense needs. These challenges are not isolated to YSS or Rosedale Shelter. All shelters and qualified residential treatment facilities have experienced this mutual challenge and concern for the safety of staff and other served.

### **Impact Story:**

Rosedale Shelter served a 15-year-old boy from Ames multiple times during this reporting period. The young man was struggling with his relationship with his father and his father was struggling with his own mental health. The young man was running away from home and not attending/struggling in school. Throughout the young man's time at Rosedale, he and his father would reset their personal relationship, get back into individual therapy and family therapy, and start going to school again. Eventually the father was struggling with his own mental health to the degree that he was admitted into the hospital and the young man had nowhere to go. The young man came into shelter and was able to stabilize himself while his father also received care for his own mental health. Since this last stay, the young man hasn't needed services for at least two months when he was needing services once a month prior to this stay. Staff have continued to do check-in calls with the family to make sure the youth and Father remain stable and have the resources they need.

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

In the past year, all youth emergency shelters in the State of Iowa have experienced some of the same trends. 72% of the youth who were court ordered to Rosedale Shelter were low functioning and/or on the autism spectrum. This change in population has caused additional challenges and programs having to seek additional trainings for staff to support these additional higher needs. Lengths of stays for court ordered youth has also increased. This past year court ordered youth placed at Rosedale stayed for an average of 73 days. Local parent placements, law enforcement and Crisis Stabilization youth stay for an average of 3 days.

As behaviors continued to increase and safety concerns for staff and youth rise, many providers have decrease court ordered beds and/or have closed. This has caused lengths of stay to increase and limited access to appropriate levels of care for youth with high mental health and behavioral health needs.

YSS is continuing to make progress on Ember Recovery Campus. All three cabins and the hub are built with final touches being done over the summer months. Rosedale Shelter will move to one of the three cabins located on this site in late 2024. The new campus will provide a nature-based and Trauma Informed Care environment for all the youth to enjoy the outdoors and use nature to assist with individual healing and the recovery process. The campus will have an indoor gymnasium, cafeteria, pond, natural prairie, and on-site classrooms.

Rosedale Shelter continues their partnership for a research study with Iowa State University called, Investing Interactions with Nature. The goal of this study is to better understand how a nature-based campus would positively impact the YSS staff and youth both psychologically and behaviorally while improving their social well-being. Over the past year, youth, staff, and supervisors participated in survey's and focus groups to gather data on how nature currently impacts their work, recovery, and mental health. After moving into Ember, the survey's and focus groups will occur again to compare data.

Rosedale Shelter continues to partner with Iowa State Athletics. This past year many Iowa State football players came to Rosedale shelter to speak with youth about adversity and assist in landscaping and mulching the Rosedale courtyard. Later in the year, Rosedale youth tour Iowa State Athletics Jacobsen Center. The youth participated in open conversations of adversity, dealing with mental health, and learning more about the football players. They then went on a tour of the building and ended playing games with the football players in their locker room game room.



## ***Transitional Living***

***Submitted By: Hope Metheny/Cassandra Cruz***

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

This program houses youth (16.5-21) quickly in YSS owned or leased apartments. This program works with homeless youth to provide living skills such as budgeting, running a household, seeking, and maintaining employment, completing GED/high school diploma or other education, and teaching young adults the skills they need to be independent. The goal is to put homeless youth into housing quickly and then surround them with the support (case management) that they need to promote self-sufficiency and skill development to help end long term chronic homelessness and help these youth obtain living wage jobs.

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

At the end of the 3<sup>rd</sup> quarter (July 1, 2023- March 31, 2024) we have served 35 participants in Transitional Housing Services for a total of 4920 units.

### **Outcomes:**

After having staff turnover during the reporting period, we are now fully staffed. 16 youth have been successfully housed in TLP during the reporting period. 9 of these youth have been discharged. 7/9 (78%) youth went to positive and safe housing when discharged, 1/9 (11%) youth was discharged to a higher level of care, in this case a psychiatric hospital, and one youth 1/9 (11%) determined that Transitional Housing was not a good fit and decided to move back to emergency shelter. We also track quarterly data for clear impact. In the 3 quarters there have been 16 clients served, 16/16 (100%) had been connected to mainstream benefits, 14/16 (88%) were able to obtain/remain a job or were in school, 14/16 (88%) reported a better understanding of how to create and maintain healthy relationships (not THS staff).

### **Challenges:**

There have been struggles with clients obtaining/maintaining jobs. Staff has been spending significant time during case management meetings assisting clients with filling out job applications/resume building/soft skill development. Generational communicational differences appear to be a factor at times as the individuals we are working with often do not answer phone calls but will immediately respond to texts. Training youth to answer their phones to unknown numbers when they are looking for employment continues to be an on-going topic of conversation. Once employment is obtained, the youth tend to only stay at the job for a short period of time, without other job opportunities already lined up so they restart the obtaining job process again. Staff have reached out to many collaborating partners for assistance, which has been given in both groups and additional one-on-one employment sessions. We have youth that are hesitant to receive additional support. A common rebuttal we hear from participants is they are adults and can do it on their own, using client-centered programming we continue to try to engage them in activities to the best of our abilities.

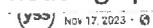
### **Impact Story:**

One of the clients moved in with significant barriers to becoming independent. In the beginning they struggled to get a job and was having a hard time with their mental health. Staff had to focus on mental health, stabilization, and referrals in the beginning to assist with getting the youth out of crisis mode. Once stabilized the individual began looking for work, as they were not interested in furthering their education at that time. With staff assistance they were able to obtain a job. The job helped them have a purpose and continue to work through their case plan goals. They began to put effort into budgeting and saving. They continued to have some issues with social interactions and struggled with having a shared common living space, and they determined that they would like to have their own place and not have roommates anymore.

The participant communicated well with staff, so staff was able to connect them with additional resources while encouraging them to continue to work on their established goals. They were able to move to successfully move out of Transitional Living Program to their own permanent housing solution. The youth was so happy to have their very first apartment in their own name. Staff assisted with getting supplies to help furnish their new space. Follow ups and aftercare appointments have been going well.

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

We continue to look for new and innovative ways to build authentic youth engagement. We will continue to provide active engagement opportunities for our youth, so they feel connected in the community they are living in. The length of time in transitional living has increased since the beginning of the pandemic and this trend will continue to be observed. Currently there appears to be a correlation between the length of days in programming and the cost of living. It can be reasonably concluded that youth need more time in programming due to the increased costs needed to become self-sufficient and transition into their own permanent housing options.



We are extremely grateful for the Alliant Energy Foundation giving YSS \$25,000 in support of our transitional housing programs in Marshalltown, Ames, and Boone. Not everyone is so lucky as to have permanent housing. With generous donations like this, our Supportive Housing programs help get young adults into safe, secure housing so they can focus on building a brighter future. In the past fiscal year, close to 100 youth came through these housing programs. Thanks to partnerships like this, we will continue to create hope and opportunity!

**Transitional Living Program:** YSS provides homeless youth and young adults (ages 16-21) a safe living environment and individualized support to help them reach their goals.

**Rapid Rehousing:** Youth (age 18-24) can move into their own stable housing with our Rapid Rehousing program. Participants live in their own apartment with a lease in their name, while receiving support from Rapid Rehousing Advocates.

Read more about our programs: <https://www.yss.org/program/supportive-housing/>

#WeAreYSS



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

***Submitted By: Andrea Dickerson***

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

The YSS Family Counseling and Clinic provides mental health therapy, substance use counseling, psychiatric services and Integrated Health Home services to the Story County community.

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

Between July 1, 2023 and March 31, 2024

- Story County Individuals served – 1020
- Story County Individuals who received an Assessment – 233
- Story County Individuals who received psychiatric services – 244

### **Outcomes:**

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

- 100% of the clients reported feeling YSS services made a positive impact on their life.
- 100% of the clients reported gaining coping skills.
- 84% of the guardians reported their child had made progress while in services at YSS.
- 100% of the guardians reported YSS had made a positive impact on their child/family.

### **Challenges:**

Recruiting and retaining providers continues to be a struggle. When possible, we use clinicians in other locations to serve clients remotely but that doesn't work for every client. YSS continues to have a sign-on bonus for provider positions and recently implemented a tuition reimbursement and loan repayment program for individuals working toward becoming a therapist.

### **Impact Story:**

After an almost 100% turnover in our Integrated Health (IHH) program last year, this year we have retained 100% of the employees and have increased the number of individuals served. IHH helps coordinate care and increase access to appropriate services. Recently the IHH team connected a family to YSS' Crisis Stabilization program. The adolescent was admitted to Crisis Stabilization, which prevented an emergency room visit. For another family, the IHH team helped their child get evaluated for Autism, leading to an Autism diagnosis and access to appropriate services.

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

Throughout communities, the "Perception of Risk" for substances, such as Marijuana, continues to decrease, which means more individuals think it is okay and harmless to use substances. Furthermore, adolescents are not receiving legal consequences for their first, and sometimes second, offenses, so the opportunity to do early intervention is missed, leading the adolescents to more extensive substance use before getting help. YSS is actively developing a plan to provide early intervention to schools to identify these adolescents earlier and provide the appropriate intervention.



## THE SALVATION ARMY OF AMES & STORY COUNTY AMES SERVICE CENTER

703 E. Lincoln Way  
Ames, IA 50010  
Office: 515.233.3567  
Fax: 515.233.3713

Date: 6/20/24  
To: Story County Board of Supervisors  
From: Kathy Pinkerton  
Subject: Annual Funding Report

MAJOR SCOTT SHELBOURN  
*Divisional Commander*

MAJOR DANIEL HULL  
*Des Moines Area Commander*

KATHY PINKERTON  
*Service Center Coordinator*

The Salvation Army of Story County greatly appreciates the funding provided to our Ames Service Center each year. The Service Center has been open for 12 years, and we have been providing services to Story County residents in various capacities for over 20 years. Ongoing programs include a Hunger Relief Program (food pantry and emergency food assistance), a Homelessness Prevention Program (rent/utility assistance), a Financial Assistance Services Program (our Representative Payee Program), an Emergency Disaster Services Program (for help before, during, and after a disaster), a Family Hygiene Pantry (offering hygiene and cleaning supplies as well as diapers and wipes), and a Temporary Emergency Shelter program (through hotel/motel vouchers), and a Vehicle Maintenance and Repair Program

We received Story County Funding through ASSET for hunger relief, Emergency Disaster Services, and Temporary Shelter in FY 23/24. We also received Story County funds for the Vehicle Maintenance and Repair fund, some of which will be carried over into FY25.

### Hunger Relief:

- Story County residents are able to use The Food Pantry every 30 days providing them with non-perishable/shelf stable food items such as canned foods, pasta, peanut butter, cereal, macaroni and cheese, etc. Pantry clients also receive 3 to 5 frozen meat choices (depending on our supply). We also offer our Doing The Most Good Market to residents 1 time per week – the Market includes perishable items such as fresh produce, bread/bakery items, dairy and other pre-packaged items. Story County residents who are unhoused are able to get food on a daily basis. Between July 1, 2023 and May 31, 2024, we served a total of 16,093 people through visits to the pantry and Market. Similar to the past 2 years, we anticipate serving as many as 5000 more clients through the pantry this year than last year. We are continuing to see more and more new families each month, and our numbers keep rapidly increasing each month due to high food and gas prices, increased utility and rent costs, and the significant dip in the economy.
- In addition to the individuals and families we provide food to through the Pantry and Market, we also support food pantries and other agencies throughout the county by sharing our food. We provide to other Ames pantries as well as Cambridge, Colo, Nevada, Story City and Zearing by giving pasta, eggs, meat, produce and other items that we have extra of. We also provide these items to The Bridge Home, Martha's House of Hope, and Romero House.
- We offer scheduled deliveries two times per month, and also make deliveries throughout the week upon request when possible. Additionally, we deliver food to participants in the Hotel Voucher Program.
- This program is supported with funding from Story County, the City of Ames, United Way, Food Bank of Iowa, and private donations. We also receive food donations 3 days per week from area Kum & Go stores and Starbucks, and daily from the Walmart on North Grand in Ames and both of the Fareway stores in Ames. Additional support comes from many local food drives and individual donations.
- We were down to only 2 staff for the vast majority of this fiscal year. The pantry is successful due to the devotion of many volunteers. Over 2500 volunteer hours will have been served in our food pantry by the end of this fiscal year.

### Emergency Disaster Services

- In FY23/24 we provided disaster preparedness education for 4 agencies, and we are part of the Story County Emergency Response Team and the Disaster Coalition (food and shelter services). We assisted with one large scale disaster (the tornados in May), and we remain on call at all times. We maintain a supply of 50 clean-up kits that contain 5 gallon buckets, a variety of cleaning solutions, sponges, squeegees, and mops. We also maintain a supply of fire blankets, plastic blankets and pillows, fans, and disposable gloves.



DOING THE MOST GOOD™

“...THERE IS NO REWARD EQUAL TO THAT OF DOING THE MOST GOOD TO THE MOST PEOPLE IN THE MOST NEED.” – EVANGELINE BOOTH



## THE SALVATION ARMY OF AMES & STORY COUNTY AMES SERVICE CENTER

- The Salvation Army also responds to individual disasters such as house or apartment fires. We assisted 3 families who were displaced due to fires (one in Nevada, one in Kelley, and one in Ames) this fiscal year by paying for hotel stays and assisting with replacing furnishings, food, toiletries, bedding, etc.

**Temporary Shelter:** The Salvation Army assists individuals and families experiencing homelessness by providing hotel/motel stays and 1 meal per day. While we have provided this program on a small scale for many years, this year we greatly increased the size at the request of ASSET funders. The program will continue to grow in the coming fiscal year as we receive additional funds. The program assists individuals and families who are unable to be served by The Bridge Home or ACCESS (because the shelters are full, the clients have maxed their stay, or the clients have disabilities or other issues that make congregate shelter an inappropriate fit). So far this fiscal year, we have served 102 households (229 individuals). At the time of this report, we had 23 rooms at The EconoLodge and 10 at The Ames Motor Lodge.

**Vehicle Maintenance and Repair Program:** Story County residents in need of vehicle repairs can apply to have up to \$500 of the repair cost paid for through this program. An application is required of all program participants, and they must demonstrate financial need as well as a clear need for having the vehicle repaired. The majority of applicants need their vehicle for work. Some need to be able to transport their children to and from school, and a few have applied because they need to be able to get themselves or a family member to and from medical appointments. Applicants must pay for any expense above the \$500 (or make arrangements with the mechanic) prior to The Salvation Army providing assistance.

We also provide other programs not currently funded by Story County. These programs as described below to provide a complete picture of how The Salvation of Army of Story County serves residents.

**Representative Payee Program:** We manage Social Security benefits for people deemed unable to manage their benefits by either the courts or SSA. We help each client prepare a monthly budget to assure that food, clothing, shelter, utilities, dental/medical care, and personal necessity items are paid for before issuing spending money. We are currently working with 47 Story County clients with a waiting list of 4.

**Family Hygiene Pantry:** We provide hygiene products such as soap/body wash, shampoo, deodorant, toothpaste, toothbrushes, and toilet paper as well as cleaning supplies to households 1 time per month (depending on availability). We also provide diapers and wipes (dependent on donations), and we also provide families with service animals or support animals pet food/supplies once per month depending on availability.

**Angel Tree Christmas Program:** in December of 2023 we provided 532 children age 0-12 from 251 families with Christmas presents, books, games, and clothing items as well as gift cards for a holiday meal.

As noted in the program descriptions, we rely on volunteers in order to make all of our programs successful. A partnership with Retired Senior Volunteer Program provides many of our volunteers, but we also get assistance from local businesses and agencies who send volunteers to us. They help in the Food Pantry, Representative Payee Program, and with our Christmas activities.

Thank you again for your support over the years. If you should have any questions, please feel free to contact me at [kathy.pinkerton@usc.salvationarmy.org](mailto:kathy.pinkerton@usc.salvationarmy.org) or by phone at 515-233-3567 Ext. 1 (or cell phone 515-230-4420)

Sincerely,

Kathy Pinkerton  
Site Administrator  
The Salvation Army of Ames & Story County



DOING THE MOST GOOD



THE HOWARD E. NYHART COMPANY, INC. ("NYHART")
SERVICE AGREEMENT ("AGREEMENT")

Agreement Between Nyhart, and:

Client Name: Story County
Primary Contact Name: Lucy Martin
Primary Contact Address: 900 6th Street
Nevada, IA 50201
Primary Contact Phone: (515) 382-7210
Primary Contact Fax:
Primary Contact Email: LMartin@storycountyiowa.gov

Services to be provided by Nyhart

All services to be provided by Nyhart are subject to your full cooperation and prompt submission of complete and accurate information. Nyhart will rely on any and all information that you provide pursuant to this Agreement and on file at our office as to accuracy and completeness. Nyhart will have no responsibility to verify such information and no liability for errors or omissions as a result of relying on such information, except to the extent required by generally accepted professional standards and practices. Nyhart is not a law firm or a public accounting firm and does not provide legal or tax advice.

For the fiscal years ending June 30, 2024 and June 30, 2025, Nyhart will provide the following actuarial services:

- Data collection, review, and analysis. Feedback and commentary for inaccurate or unexpected data will be provided as necessary
Preparation of a comprehensive annual report / actuarial valuation
Disclosures as required by GASB 75
Interim GASB 75 report

Fees for services provided by Nyhart

Table with 2 columns: Service, Fee. Rows include Interim GASB 75 actuarial update (FYE 6/30/24) for \$2,650 and Full GASB 75 actuarial update (FYE 6/30/25) for \$4,850.

If a GASB results breakdown by employee groups is required additional fees will apply. The additional cost will be a 10% of project fee increase for a two group breakdowns plus an additional 1% for each extra group breakdown requested. The additional fee will be limited to 1/3 of the current year's fees.

The fee for the interim GASB 75 report will be revised if there have been any significant events subsequent to our last full update. Examples of significant events include, but are not limited to, large premium rate and enrollment changes, material benefit design amendments, and participant contribution policy modification.



Client will be invoiced prior to the beginning of the project for 50% of the estimated fees for services outlined above. Once the labor accrued towards completion of the services exceeds 50% of the estimated fees, billing will occur monthly until the completion of the project. Each invoice is due upon receipt. If any invoice remains unpaid for longer than 90 days from the date of the invoice, Nyhart may either suspend the provision of the Services until payment is received, or terminate this Agreement with immediate effect. Failure of Nyhart to exercise any remedy set forth above shall not prevent Nyhart from doing so with respect to any future unpaid invoice or taking any other actions available to Nyhart under law.

Please select the method of delivery of your invoice:

- I would like my invoice sent electronically to the primary contact's email address.
- I would like my invoice sent via regular mail to the attention of the primary contact at the address shown on the first page.

For an alternative invoice recipient, please provide their information below. If this section is left blank, we will send the invoice to the primary contact's email address on file or address shown above.

Invoice recipient name \_\_\_\_\_

Invoice recipient email address \_\_\_\_\_

Invoice recipient address \_\_\_\_\_

There will be additional fees for revisions to preliminary or final results that are due to:

- Incorrect information provided to us, typical examples include material changes to census data, changes to eligibility requirements or employer subsidies. The additional fee will be limited to 1/3 of the current year's fee for this type of revision.
- Changes to actuarial assumptions requested by the client that are expected to need more than four hours of labor to update the results. The additional fee will be based on billed labor in excess of four hours at our current hourly rates.

**Additional services available if requested by Client**

In addition to GASB 75 services, Nyhart offers the following additional services. Fee estimates will be provided upon request. Please visit [www.nyhart.com](http://www.nyhart.com) or contact your Nyhart consultant for more information.

- Health Care Reform financial impact consulting
- Actuarial Value and Minimum Value determination
- Section 105(h) non-discrimination testing
- Iowa 509A actuarial certification
- Calculation of self-funded and COBRA premium rates
- Incurred But Not Reported (IBNR) Reserve calculations
- Medicare Part D Attestation
- What-if Modeling for health plan design and carrier changes
- Defined Benefit & Pension consulting and administration
- Defined Contribution, 401(k) & 403(b)
- Flex Accounts – FSA, HRA, & HSA consulting and administration

**Relationship of the Parties**

The legal relationship between Client and Nyhart shall be exclusively that of principal and agent. The parties hereto specifically agree and acknowledge that Nyhart shall not:

- Have discretionary authority over any aspect of the Plan;
- Be a fiduciary;
- Be responsible for ensuring that the Plan complies with any requirement to which the Plan is subject, or be liable to the Plan, Client, or any person if the Plan fails to comply with any such requirement;
- Have any duty or authority to enforce the payment of any contribution owed under the Plan;
- Be responsible for the adequacy of the trust established as part of the Plan, or be liable for any benefits owed under the Plan;
- Exercise discretion as to any Plan function; or
- Have any obligation to perform any service not specified in this Agreement or otherwise agreed to in writing by the parties (regardless of whether such service may be considered “customary” services to be provided by Nyhart).

Client agrees that Nyhart shall use all information and data supplied by or on behalf of the Client without having independently verified the accuracy or completeness of it except to the extent required by generally accepted professional standards and practices. If any documentation or information supplied to Nyhart at any time is incomplete, inaccurate or not up-to-date, or its provision is unreasonably delayed, Nyhart will not be responsible for any delays or liability arising therefrom, and will be entitled to charge the Client in respect of any resulting additional work actually carried out.

The Client further understands that the failure to provide, or cause to provide, complete, accurate, up-to-date, and timely documentation and information to Nyhart, whether intentional or by error, could result in an impairment of Nyhart’s services.

### **Client Responsibilities and Representations**

The Client has general responsibilities with respect to the Plan, including

- Providing all information required by Nyhart to perform its services under this Agreement on a timely basis;
- Serving as fiduciary for the Plan;
- Communicating Plan details to employees and answering employee questions;
- Ensuring adequate funding of the Plan; and
- Authorizing plan disbursements and ensuring accuracy of information provided.

### **Dispute Resolution**

Nyhart and Client agree that before commencing any action or proceeding with respect to any dispute between the parties arising out of or relating to this Agreement or the Services they first shall attempt to settle such dispute through consultation and negotiation in good faith and in a spirit of mutual cooperation. Any such dispute will be submitted in writing to a panel of one (1) senior executive or official of each of Nyhart and Client, who will promptly meet and confer in an effort to resolve such dispute. Each party’s representative will be identified by notice to the other, and may be changed at any time thereafter by notice to the other. Any mutually agreed decisions of the executives will be final and binding on the parties. In the event the executives are unable to resolve any dispute within thirty (30) days after submission to them, either party may then refer such dispute to mediation by a mutually acceptable mediator to be chosen by Nyhart and Client within forty-five (45) days after written notice by either party demanding mediation. Neither party may unreasonably withhold consent to the selection of a mediator. All communications and discussions in furtherance of this paragraph shall be treated as confidential settlement negotiations, which are not subject to discovery. The costs of the mediator shall be shared equally, but each party shall pay its own attorneys’ fees.

Any dispute which cannot be resolved between the parties through negotiation, mediation or other form of alternative dispute resolution within six months of the date of the initial demand for mediation by one of the parties may then be



submitted to a court of competent jurisdiction. To facilitate an expeditious and economical judicial resolution of such dispute, Nyhart and Client agree to waive and not to demand a trial by jury, and not to include any employee, officer, director or trustee of either as a party, in any action, proceeding or counterclaim relating to such dispute. Nothing in this section will prevent either party from resorting to judicial proceedings if interim relief from a court is necessary to prevent serious and irreparable injury to that party or to others. Any claim, action or proceeding against Nyhart will be barred unless Client initiates the dispute resolution procedures outlined below within one year of first discovering the act, error or omission that is the basis for such claim.

### **Indemnification and Limitation of Liability**

The liability of Nyhart, in tort, contract or otherwise, to Client, a Plan and the officers, directors, trustees, employees or shareholders of any of them, and to any other third party, for all claims arising in connection with or contributed to by this Agreement and the Services (including without limitation multiple claims arising out of or based upon the same act, error or omission, or series of continuous, interrelated or repeated acts, errors or omissions) shall not include loss of profit or incidental, consequential, indirect, punitive or similar damages and shall be further limited to the amount of fees for Services received by Nyhart under this Agreement for the twelve (12) months immediately preceding the act, error or omission upon which such liability is based. Nothing in this paragraph shall apply to any liability which has been finally determined to have arisen from willful misconduct or fraud on the part of Nyhart or which cannot lawfully be limited, modified or excluded.

Client shall indemnify Nyhart from and against any and all claim, loss, liability or damage (including attorney's fees) which Nyhart may incur by reason of its good faith service delivery to Client.

Nyhart shall indemnify the Client from and against any and all claim, loss, liability or damage (including attorney's fees) which the Client may incur: (i) arising out of any material breach by Nyhart of any of its material obligations, representations or warranties contained in this Agreement; or (ii) arising out of Nyhart's negligence, gross negligence or willful, fraudulent, or criminal misconduct associated with its performance of services under this Agreement. The parties further recognize that clerical errors and variations may occur. When discovered, they will be corrected or adjusted by Nyhart, in accordance with its normal procedures, to the extent reasonable and possible.



**Acceptance**

The items and conditions of this Agreement are agreed to and accepted by Client on behalf of the Plan. This Agreement is effective only when signed by all parties.

**Story County**

By:   
Printed Name: Lisa K Hedders  
Date: 20-25-24

**Nyhart**

By:   
Printed Name: John Lee, National Healthcare Director  
Date: 6/18/2024

Return to & Prepared by Anna Henderson, Story County Animal Control, 975 West Lincoln Way, Nevada, IA 50201 515-382-3338

## ANIMAL RESCUE SERVICE CONTRACT

This contract and Agreement is entered into by and between Story County, Iowa and the City of Collins, Iowa pursuant to the authority, and by the procedures of Chapter 28E, Code of Iowa.

1. Purpose:  
Under this contract, Story County shall provide said City with services of domestic animal rescue as set forth more specifically in succeeding paragraphs herein with the exception of 2(e) and (f). Story County will not provide service with regard to wild animals except as noted below in the Scope of Services, and in the sole discretion of Story County.
  
2. Scope of services (pursuant to Story County Code of Ordinances):
  - a. Transportation of animals impounded by the contracting city.
  - b. Shelter and board for the impounded animals.
  - c. Issuance of applicable impoundment charges on impounded animals pursuant to Story County Code of Ordinances.
  - d. Cat, dog, and other small domesticated animal adoption service for appropriately impounded animals.
  - e. Investigation and disposition of rabid, sick or injured animals.
  - f. Supervision of quarantine procedures and rabies testing.
  - g. Collection and impounding of City trapped cats.
  - h. Arrange for emergency veterinary care or provision of first-aid treatment.
  - i. Provision of humane euthanasia of unclaimed cats and dogs pursuant to Iowa Code 351.37.
  - j. Rescue of animals in unusual or emergency circumstances (i.e. flood waters, fire, etc., with permission from appropriate City Official).
  - k. One letter sent to resident of said City when requested by said City and only after prior attempts at resolution by City.

Any other animal control related problem may be dealt with at the Animal Control Officer's discretion.

**\*The City understands that all service is subject to the Animal Control Officer's availability and discretion with the expressed approval of a City Official, except in emergencies.\***

Check and Initial here if City prefers to be notified prior to Animal Control Officer's response in non-emergency situations. If you checked the box, please provide a twenty-four (24) hour phone number: Brett - 515-1081-3999

3. Consideration: (Quarterly billing)

Darren - 515-975-9909  
Katie - 515-210-3370

The City will pay Story County, Iowa, based on the following fee schedule:

(No trip charge will be assessed from 8:00 a.m. to 3:00 p.m., Monday – Friday)

- a. \$50.00 per officer involved, per trip between the hours of 3:00 p.m. and 8:00 a.m., Monday through Friday, all day Saturday, Sunday and holidays.
- b. \$25.00 per trip for investigations (regardless of whether or not an animal is detained), confining an animal, and other services as needed.
- c. \$6.50 per day up to a maximum of seven (7) days per unclaimed dog for boarding and transportation costs.
- d. \$5.50 per day up to a maximum of seven (7) days per unclaimed cat for boarding and transportation costs.
- e. \$5.50 per day up to a maximum of seven (7) days per unclaimed exotic animal for boarding and transportation costs.
- f. \$10.00 per day up to a maximum of seven (7) days per unclaimed head of livestock for boarding and transportation costs. Depending on animal size, if a trailer is needed to transport an animal, add an additional \$35.00.
- g. \$15.00 for euthanasia of each unclaimed or unwanted cat not held for seven (7) days, due to sickness, injury or rabies testing.
- h. \$25.00 for euthanasia of each unclaimed or unwanted dog not held for seven (7) days, due to sickness, injury or rabies testing.
- i. \$20.00 for euthanasia of each wild animal species such as opossum, raccoon, etc.
- j. \$5.00 per day for rental of cat box trap.
- k. \$8.00 per day for rental of dog box trap.
- l. \$10.00 per citation issued at the request of said City.
- m. \$10.00 handling/transportation charge for all domestic animals held less than seven (7) days.
- n. At the discretion of said City and Animal Control, an animal may be held and boarded for less than a minimum seven (7) days if the animal is:  
Significantly sick or injured, ill-tempered or vicious, feral/wild (not adoptable, applicable to cats and dogs only), believed to have been exposed to a disease infectious to animals or humans.

4. Rescue and removal charges:

For any animal in unusual or emergency circumstances - \$50.00 per trip, per Animal Control Officer needed, and any other applicable fees (which may include, but are not limited to, Sheriff's Office invoices for service).

All diagnostic and/or quarantine costs shall be paid by the City.

5. Recording requirements:

In Accordance with Iowa Code Chapter 28E, a copy of this agreement shall be filed with the Secretary of State and recorded with the Story County Recorder.

6. Termination:

Either party may terminate this agreement without penalty at any time by giving written notice at least thirty (30) days before the effective date of such termination.

7. Effective date:

This agreement shall become effective upon formal passage and execution of the Board of Supervisors above named and upon filing of this agreement with the Secretary of State of Iowa.

8. Duration and term:

The initial term of this agreement shall be for a period of one year commencing on July 1, 2024, and terminating on June 30, 2025. In the interim we will cover your animal control needs, but this agreement shall continue on a year to year basis unless terminated by any party hereto as provided below.

9. Amendment:

This agreement may not otherwise be amended or altered without a written, signed, and filed amendment to the agreement executed by the parties hereto.

In witness whereof the parties hereto have, by their authorized representatives, executed this agreement.

Story County, Iowa

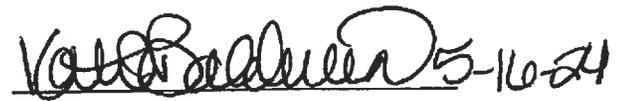
By:   
Chairperson Date

City of Collins

By:   
Mayor Date

ATTEST

  
Auditor Date

  
Clerk Date

Story County Animal Control

By:   
Animal Control Director Date

Return to & Prepared by Anna Henderson, Story County Animal Control, 975 West Lincoln Way, Nevada, IA 50201 515-382-3338

## ANIMAL RESCUE SERVICE CONTRACT

This contract and Agreement is entered into by and between Story County, Iowa and the City of Colo, Iowa pursuant to the authority, and by the procedures of Chapter 28E, Code of Iowa.

1. Purpose:

Under this contract, Story County shall provide said City with services of domestic animal rescue as set forth more specifically in succeeding paragraphs herein with the exception of 2(e) and (f). Story County will not provide service with regard to wild animals except as noted below in the Scope of Services, and in the sole discretion of Story County.

2. Scope of services (pursuant to Story County Code of Ordinances):

- a. Transportation of animals impounded by the contracting city.
- b. Shelter and board for the impounded animals.
- c. Issuance of applicable impoundment charges on impounded animals pursuant to Story County Code of Ordinances.
- d. Cat, dog, and other small domesticated animal adoption service for appropriately impounded animals.
- e. Investigation and disposition of rabid, sick or injured animals.
- f. Supervision of quarantine procedures and rabies testing.
- g. Collection and impounding of City trapped cats.
- h. Arrange for emergency veterinary care or provision of first-aid treatment.
- i. Provision of humane euthanasia of unclaimed cats and dogs pursuant to Iowa Code 351.37.
- j. Rescue of animals in unusual or emergency circumstances (i.e. flood waters, fire, etc., with permission from appropriate City Official).
- k. One letter sent to resident of said City when requested by said City and only after prior attempts at resolution by City.

Any other animal control related problem may be dealt with at the Animal Control Officer's discretion.

**\*The City understands that all service is subject to the Animal Control Officer's availability and discretion with the expressed approval of a City Official, except in emergencies.\***

DBK Check and Initial here if City prefers to be notified prior to Animal Control Officer's response in non-emergency situations. If you checked the box, please provide a twenty-four (24) hour phone number: 515-460-4750

3. Consideration: (Quarterly billing)

The City will pay Story County, Iowa, based on the following fee schedule:

(No trip charge will be assessed from 8:00 a.m. to 3:00 p.m., Monday – Friday)

- a. \$50.00 per officer involved, per trip between the hours of 3:00 p.m. and 8:00 a.m., Monday through Friday, all day Saturday, Sunday and holidays.
- b. \$25.00 per trip for investigations (regardless of whether or not an animal is detained), confining an animal, and other services as needed.
- c. \$6.50 per day up to a maximum of seven (7) days per unclaimed dog for boarding and transportation costs.
- d. \$5.50 per day up to a maximum of seven (7) days per unclaimed cat for boarding and transportation costs.
- e. \$5.50 per day up to a maximum of seven (7) days per unclaimed exotic animal for boarding and transportation costs.
- f. \$10.00 per day up to a maximum of seven (7) days per unclaimed head of livestock for boarding and transportation costs. Depending on animal size, if a trailer is needed to transport an animal, add an additional \$35.00.
- g. \$15.00 for euthanasia of each unclaimed or unwanted cat not held for seven (7) days, due to sickness, injury or rabies testing.
- h. \$25.00 for euthanasia of each unclaimed or unwanted dog not held for seven (7) days, due to sickness, injury or rabies testing.
- i. \$20.00 for euthanasia of each wild animal species such as opossum, raccoon, etc.
- j. \$5.00 per day for rental of cat box trap.
- k. \$8.00 per day for rental of dog box trap.
- l. \$10.00 per citation issued at the request of said City.
- m. \$10.00 handling/transportation charge for all domestic animals held less than seven (7) days.
- n. At the discretion of said City and Animal Control, an animal may be held and boarded for less than a minimum seven (7) days if the animal is:  
Significantly sick or injured, ill-tempered or vicious, feral/wild (not adoptable, applicable to cats and dogs only), believed to have been exposed to a disease infectious to animals or humans.

4. Rescue and removal charges:

For any animal in unusual or emergency circumstances - \$50.00 per trip, per Animal Control Officer needed, and any other applicable fees (which may include, but are not limited to, Sheriff's Office invoices for service).

All diagnostic and/or quarantine costs shall be paid by the City.

5. Recording requirements:

In Accordance with Iowa Code Chapter 28E, a copy of this agreement shall be filed with the Secretary of State and recorded with the Story County Recorder.

6. Termination:

Either party may terminate this agreement without penalty at any time by giving written notice at least thirty (30) days before the effective date of such termination.

7. Effective date:

This agreement shall become effective upon formal passage and execution of the Board of Supervisors above named and upon filing of this agreement with the Secretary of State of Iowa.

8. Duration and term:

The initial term of this agreement shall be for a period of one year commencing on July 1, 2024, and terminating on June 30, 2025. In the interim we will cover your animal control needs, but this agreement shall continue on a year to year basis unless terminated by any party hereto as provided below.

9. Amendment:

This agreement may not otherwise be amended or altered without a written, signed, and filed amendment to the agreement executed by the parties hereto.

In witness whereof the parties hereto have, by their authorized representatives, executed this agreement.

Story County, Iowa

By: [Signature] 6/25/24  
Chairperson Date

City of Colo

By: [Signature] 6/23/24  
Mayor Date

ATTEST

[Signature] 6.25.24  
Auditor Date

[Signature] 6/23/24  
Clerk Date

Story County Animal Control

By: [Signature] 6/20/24  
Animal Control Director Date

## Resolution 2024-06-01

Return to & Prepared by Anna Henderson, Story County Animal Control, 975 West Lincoln Way, Nevada, IA 50201 515-382-3338

### ANIMAL RESCUE SERVICE CONTRACT

This contract and Agreement is entered into by and between Story County, Iowa and the City of Gilbert, Iowa pursuant to the authority, and by the procedures of Chapter 28E, Code of Iowa.

1. Purpose:

Under this contract, Story County shall provide said City with services of domestic animal rescue as set forth more specifically in succeeding paragraphs herein with the exception of 2(e) and (f). Story County will not provide service with regard to wild animals except as noted below in the Scope of Services, and in the sole discretion of Story County.

2. Scope of services (pursuant to Story County Code of Ordinances):

- a. Transportation of animals impounded by the contracting city.
- b. Shelter and board for the impounded animals.
- c. Issuance of applicable impoundment charges on impounded animals pursuant to Story County Code of Ordinances.
- d. Cat, dog, and other small domesticated animal adoption service for appropriately impounded animals.
- e. Investigation and disposition of rabid, sick or injured animals.
- f. Supervision of quarantine procedures and rabies testing.
- g. Collection and impounding of City trapped cats.
- h. Arrange for emergency veterinary care or provision of first-aid treatment.
- i. Provision of humane euthanasia of unclaimed cats and dogs pursuant to Iowa Code 351.37.
- j. Rescue of animals in unusual or emergency circumstances (i.e. flood waters, fire, etc., with permission from appropriate City Official).
- k. One letter sent to resident of said City when requested by said City and only after prior attempts at resolution by City.

Any other animal control related problem may be dealt with at the Animal Control Officer's discretion.

**\*The City understands that all service is subject to the Animal Control Officer's availability and discretion with the expressed approval of a City Official, except in emergencies.\***

SS Check and Initial here if City prefers to be notified prior to Animal Control Officer's response in non-emergency situations. If you checked the box, please provide a twenty-four (24) hour phone number: (515) 766-9904. Kyler Brekke

3. Consideration: (Quarterly billing)

The City will pay Story County, Iowa, based on the following fee schedule:

(No trip charge will be assessed from 8:00 a.m. to 3:00 p.m., Monday – Friday)

- a. \$50.00 per officer involved, per trip between the hours of 3:00 p.m. and 8:00 a.m., Monday through Friday, all day Saturday, Sunday and holidays.
- b. \$25.00 per trip for investigations (regardless of whether or not an animal is detained), confining an animal, and other services as needed.
- c. \$6.50 per day up to a maximum of seven (7) days per unclaimed dog for boarding and transportation costs.
- d. \$5.50 per day up to a maximum of seven (7) days per unclaimed cat for boarding and transportation costs.
- e. \$5.50 per day up to a maximum of seven (7) days per unclaimed exotic animal for boarding and transportation costs.
- f. \$10.00 per day up to a maximum of seven (7) days per unclaimed head of livestock for boarding and transportation costs. Depending on animal size, if a trailer is needed to transport an animal, add an additional \$35.00.
- g. \$15.00 for euthanasia of each unclaimed or unwanted cat not held for seven (7) days, due to sickness, injury or rabies testing.
- h. \$25.00 for euthanasia of each unclaimed or unwanted dog not held for seven (7) days, due to sickness, injury or rabies testing.
- i. \$20.00 for euthanasia of each wild animal species such as opossum, raccoon, etc.
- j. \$5.00 per day for rental of cat box trap.
- k. \$8.00 per day for rental of dog box trap.
- l. \$10.00 per citation issued at the request of said City.
- m. \$10.00 handling/transportation charge for all domestic animals held less than seven (7) days.
- n. At the discretion of said City and Animal Control, an animal may be held and boarded for less than a minimum seven (7) days if the animal is:  
Significantly sick or injured, ill-tempered or vicious, feral/wild (not adoptable, applicable to cats and dogs only), believed to have been exposed to a disease infectious to animals or humans.

4. Rescue and removal charges:

For any animal in unusual or emergency circumstances - \$50.00 per trip, per Animal Control Officer needed, and any other applicable fees (which may include, but are not limited to, Sheriff's Office invoices for service).

All diagnostic and/or quarantine costs shall be paid by the City.

5. Recording requirements:

In Accordance with Iowa Code Chapter 28E, a copy of this agreement shall be filed with the Secretary of State and recorded with the Story County Recorder.

6. Termination:

Either party may terminate this agreement without penalty at any time by giving written notice at least thirty (30) days before the effective date of such termination.

7. Effective date:

This agreement shall become effective upon formal passage and execution of the Board of Supervisors above named and upon filing of this agreement with the Secretary of State of Iowa.

8. Duration and term:

The initial term of this agreement shall be for a period of one year commencing on July 1, 2024, and terminating on June 30, 2025. In the interim we will cover your animal control needs, but this agreement shall continue on a year to year basis unless terminated by any party hereto as provided below.

9. Amendment:

This agreement may not otherwise be amended or altered without a written, signed, and filed amendment to the agreement executed by the parties hereto.

In witness whereof the parties hereto have, by their authorized representatives, executed this agreement.

Story County, Iowa

By: [Signature] 6-25-24  
Chairperson Date

City of Gilbert

By: [Signature] 6/10/24  
Mayor Pro Tempore Date

ATTEST

[Signature] 6-25-24  
Auditor Date

[Signature] June 10, 2024  
Clerk Date

Story County Animal Control

By: [Signature] 6/20/24  
Animal Control Director Date



Return to & Prepared by Anna Henderson, Story County Animal Control, 975 West Lincoln Way, Nevada, IA 50201 515-382-3338

## ANIMAL RESCUE SERVICE CONTRACT

This contract and Agreement is entered into by and between Story County, Iowa and the City of Kelley, Iowa pursuant to the authority, and by the procedures of Chapter 28E, Code of Iowa.

1. Purpose:

Under this contract, Story County shall provide said City with services of domestic animal rescue as set forth more specifically in succeeding paragraphs herein with the exception of 2(e) and (f). Story County will not provide service with regard to wild animals except as noted below in the Scope of Services, and in the sole discretion of Story County.

2. Scope of services (pursuant to Story County Code of Ordinances):

- a. Transportation of animals impounded by the contracting city.
- b. Shelter and board for the impounded animals.
- c. Issuance of applicable impoundment charges on impounded animals pursuant to Story County Code of Ordinances.
- d. Cat, dog, and other small domesticated animal adoption service for appropriately impounded animals.
- e. Investigation and disposition of rabid, sick or injured animals.
- f. Supervision of quarantine procedures and rabies testing.
- g. Collection and impounding of City trapped cats.
- h. Arrange for emergency veterinary care or provision of first-aid treatment.
- i. Provision of humane euthanasia of unclaimed cats and dogs pursuant to Iowa Code 351.37.
- j. Rescue of animals in unusual or emergency circumstances (i.e. flood waters, fire, etc., with permission from appropriate City Official).
- k. One letter sent to resident of said City when requested by said City and only after prior attempts at resolution by City.

Any other animal control related problem may be dealt with at the Animal Control Officer's discretion.

**\*The City understands that all service is subject to the Animal Control Officer's availability and discretion with the expressed approval of a City Official, except in emergencies.\***

Check and Initial here if City prefers to be notified prior to Animal Control Officer's response in non-emergency situations. If you checked the box, please provide a twenty-four (24) hour phone number: 515-343-7306

3. Consideration: (Quarterly billing)

The City will pay Story County, Iowa, based on the following fee schedule:

(No trip charge will be assessed from 8:00 a.m. to 3:00 p.m., Monday – Friday)

- a. \$50.00 per officer involved, per trip between the hours of 3:00 p.m. and 8:00 a.m., Monday through Friday, all day Saturday, Sunday and holidays.
- b. \$25.00 per trip for investigations (regardless of whether or not an animal is detained), confining an animal, and other services as needed.
- c. \$6.50 per day up to a maximum of seven (7) days per unclaimed dog for boarding and transportation costs.
- d. \$5.50 per day up to a maximum of seven (7) days per unclaimed cat for boarding and transportation costs.
- e. \$5.50 per day up to a maximum of seven (7) days per unclaimed exotic animal for boarding and transportation costs.
- f. \$10.00 per day up to a maximum of seven (7) days per unclaimed head of livestock for boarding and transportation costs. Depending on animal size, if a trailer is needed to transport an animal, add an additional \$35.00.
- g. \$15.00 for euthanasia of each unclaimed or unwanted cat not held for seven (7) days, due to sickness, injury or rabies testing.
- h. \$25.00 for euthanasia of each unclaimed or unwanted dog not held for seven (7) days, due to sickness, injury or rabies testing.
- i. \$20.00 for euthanasia of each wild animal species such as opossum, raccoon, etc.
- j. \$5.00 per day for rental of cat box trap.
- k. \$8.00 per day for rental of dog box trap.
- l. \$10.00 per citation issued at the request of said City.
- m. \$10.00 handling/transportation charge for all domestic animals held less than seven (7) days.
- n. At the discretion of said City and Animal Control, an animal may be held and boarded for less than a minimum seven (7) days if the animal is:  
Significantly sick or injured, ill-tempered or vicious, feral/wild (not adoptable, applicable to cats and dogs only), believed to have been exposed to a disease infectious to animals or humans.

4. Rescue and removal charges:

For any animal in unusual or emergency circumstances - \$50.00 per trip, per Animal Control Officer needed, and any other applicable fees (which may include, but are not limited to, Sheriff's Office invoices for service).

All diagnostic and/or quarantine costs shall be paid by the City.

5. Recording requirements:

In Accordance with Iowa Code Chapter 28E, a copy of this agreement shall be filed with the Secretary of State and recorded with the Story County Recorder.

6. Termination:

Either party may terminate this agreement without penalty at any time by giving written notice at least thirty (30) days before the effective date of such termination.

7. Effective date:

This agreement shall become effective upon formal passage and execution of the Board of Supervisors above named and upon filing of this agreement with the Secretary of State of Iowa.

8. Duration and term:

The initial term of this agreement shall be for a period of one year commencing on July 1, 2024, and terminating on June 30, 2025. In the interim we will cover your animal control needs, but this agreement shall continue on a year to year basis unless terminated by any party hereto as provided below.

9. Amendment:

This agreement may not otherwise be amended or altered without a written, signed, and filed amendment to the agreement executed by the parties hereto.

In witness whereof the parties hereto have, by their authorized representatives, executed this agreement.

Story County, Iowa

By: [Signature] 6-25-24  
Chairperson Date

City of Kalley

By: [Signature] 5/31/24  
Mayor Date

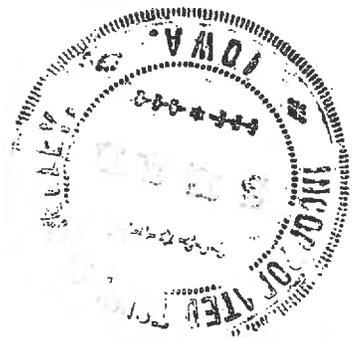
ATTEST

[Signature] 6-25-24  
Auditor Date

[Signature] 5/31/2024  
Clerk Date

Story County Animal Control

By: [Signature] 6/20/24  
Animal Control Director Date



**RESOLUTION # 16 (2023-2024)**

**A RESOLUTION TO APPROVE THE AGREEMENT FOR ANIMAL RESCUE SERVICES PURSUANT TO IOWA CODE CHAPTER 28E**

Council member Netcostt introduced the above mentioned Resolution entitled AGREEMENT FOR ANIMAL RESCUE SERVICES, as outlined in the attached 28E agreement and moved that the same be adopted. Council member Burnett seconded the motion to adopt. The roll call vote was,

AYES: Netcostt, Burnett, Salasak, Sapp, Adams,

NAYS: None

WHEREASE: Story County Animal Control and Shelter provides the animal rescue services to the citizens of Kelley per the attached Contract,

WHEREAS: The City Council has reviewed and approved the terms of the 28E agreement,

BE IT RESOLVED BY THE City of Kelley that the 28E agreement will be accepted.

Approved and adopted on May 13, 2024.

  
\_\_\_\_\_  
Rick Terrones, Mayor

ATTEST:

  
\_\_\_\_\_  
Jennifer Davies, City Clerk

SEAL

Return to & Prepared by Anna Henderson, Story County Animal Control, 975 West Lincoln Way, Nevada, IA 50201 515-382-3338

## ANIMAL RESCUE SERVICE CONTRACT

This contract and Agreement is entered into by and between Story County, Iowa and the City of McCallsburg, Iowa pursuant to the authority, and by the procedures of Chapter 28E, Code of Iowa.

1. Purpose:

Under this contract, Story County shall provide said City with services of domestic animal rescue as set forth more specifically in succeeding paragraphs herein with the exception of 2(e) and (f). Story County will not provide service with regard to wild animals except as noted below in the Scope of Services, and in the sole discretion of Story County.

2. Scope of services (pursuant to Story County Code of Ordinances):

- a. Transportation of animals impounded by the contracting city.
- b. Shelter and board for the impounded animals.
- c. Issuance of applicable impoundment charges on impounded animals pursuant to Story County Code of Ordinances.
- d. Cat, dog, and other small domesticated animal adoption service for appropriately impounded animals.
- e. Investigation and disposition of rabid, sick or injured animals.
- f. Supervision of quarantine procedures and rabies testing.
- g. Collection and impounding of City trapped cats.
- h. Arrange for emergency veterinary care or provision of first-aid treatment.
- i. Provision of humane euthanasia of unclaimed cats and dogs pursuant to Iowa Code 351.37.
- j. Rescue of animals in unusual or emergency circumstances (i.e. flood waters, fire, etc., with permission from appropriate City Official).
- k. One letter sent to resident of said City when requested by said City and only after prior attempts at resolution by City.

Any other animal control related problem may be dealt with at the Animal Control Officer's discretion.

**\*The City understands that all service is subject to the Animal Control Officer's availability and discretion with the expressed approval of a City Official, except in emergencies.\***

\_\_\_\_\_ Check and Initial here if City prefers to be notified prior to Animal Control Officer's response in non-emergency situations. If you checked the box, please provide a twenty-four (24) hour phone number: \_\_\_\_\_.

3. Consideration: (Quarterly billing)

The City will pay Story County, Iowa, based on the following fee schedule:

(No trip charge will be assessed from 8:00 a.m. to 3:00 p.m., Monday – Friday)

- a. \$50.00 per officer involved, per trip between the hours of 3:00 p.m. and 8:00 a.m., Monday through Friday, all day Saturday, Sunday and holidays.
- b. \$25.00 per trip for investigations (regardless of whether or not an animal is detained), confining an animal, and other services as needed.
- c. \$6.50 per day up to a maximum of seven (7) days per unclaimed dog for boarding and transportation costs.
- d. \$5.50 per day up to a maximum of seven (7) days per unclaimed cat for boarding and transportation costs.
- e. \$5.50 per day up to a maximum of seven (7) days per unclaimed exotic animal for boarding and transportation costs.
- f. \$10.00 per day up to a maximum of seven (7) days per unclaimed head of livestock for boarding and transportation costs. Depending on animal size, if a trailer is needed to transport an animal, add an additional \$35.00.
- g. \$15.00 for euthanasia of each unclaimed or unwanted cat no held for seven (7) days, due to sickness, injury or rabies testing.
- h. \$25.00 for euthanasia of each unclaimed or unwanted dog not held for seven (7) days, due to sickness, injury or rabies testing.
- i. \$20.00 for euthanasia of each wild animal species such as opossum, raccoon, etc.
- j. \$5.00 per day for rental of cat box trap.
- k. \$8.00 per day for rental of dog box trap.
- l. \$10.00 per citation issued at the request of said City.
- m. \$10.00 handling/transportation charge for all domestic animals held less than seven (7) days.
- n. At the discretion of said City and Animal Control, an animal may be held and boarded for less than a minimum seven (7) days if the animal is:  
Significantly sick or injured, ill-tempered or vicious, feral/wild (not adoptable, applicable to cats and dogs only), believed to have been exposed to a disease infectious to animals or humans.

4. Rescue and removal charges:

For any animal in unusual or emergency circumstances - \$50.00 per trip, per Animal Control Officer needed, and any other applicable fees (which may include, but are not limited to, Sheriff's Office invoices for service).

All diagnostic and/or quarantine costs shall be paid by the City.

5. Recording requirements:

In Accordance with Iowa Code Chapter 28E, a copy of this agreement shall be filed with the Secretary of State and recorded with the Story County Recorder.

6. Termination:

Either party may terminate this agreement without penalty at any time by giving written notice at least thirty (30) days before the effective date of such termination.

7. Effective date:

This agreement shall become effective upon formal passage and execution of the Board of Supervisors above named and upon filing of this agreement with the Secretary of State of Iowa.

8. Duration and term:

The initial term of this agreement shall be for a period of one year commencing on July 1, 2024, and terminating on June 30, 2025. In the interim we will cover your animal control needs, but this agreement shall continue on a year to year basis unless terminated by any party hereto as provided below.

9. Amendment:

This agreement may not otherwise be amended or altered without a written, signed, and filed amendment to the agreement executed by the parties hereto.

In witness whereof the parties hereto have, by their authorized representatives, executed this agreement.

Story County, Iowa

By: [Signature] 6-25-24  
Chairperson Date

City of McCallsburg

By: [Signature]  
Mayor Date

ATTEST

[Signature] 6-25-24  
Auditor Date

[Signature]  
Clerk Date

Story County Animal Control

By: [Signature] 6/25/24  
Animal Control Director Date

Return to & Prepared by Anna Henderson, Story County Animal Control, 975 West Lincoln Way, Nevada, IA 50201 515-382-3338

Resolution 24-22

## ANIMAL RESCUE SERVICE CONTRACT

This contract and Agreement is entered into by and between Story County, Iowa and the City of Roland, Iowa pursuant to the authority, and by the procedures of Chapter 28E, Code of Iowa.

1. Purpose:

Under this contract, Story County shall provide said City with services of domestic animal rescue as set forth more specifically in succeeding paragraphs herein with the exception of 2(e) and (f). Story County will not provide service with regard to wild animals except as noted below in the Scope of Services, and in the sole discretion of Story County.

2. Scope of services (pursuant to Story County Code of Ordinances):

- a. Transportation of animals impounded by the contracting city.
- b. Shelter and board for the impounded animals.
- c. Issuance of applicable impoundment charges on impounded animals pursuant to Story County Code of Ordinances.
- d. Cat, dog, and other small domesticated animal adoption service for appropriately impounded animals.
- e. Investigation and disposition of rabid, sick or injured animals.
- f. Supervision of quarantine procedures and rabies testing.
- g. Collection and impounding of City trapped cats.
- h. Arrange for emergency veterinary care or provision of first-aid treatment.
- i. Provision of humane euthanasia of unclaimed cats and dogs pursuant to Iowa Code 351.37.
- j. Rescue of animals in unusual or emergency circumstances (i.e. flood waters, fire, etc., with permission from appropriate City Official).
- k. One letter sent to resident of said City when requested by said City and only after prior attempts at resolution by City.

Any other animal control related problem may be dealt with at the Animal Control Officer's discretion.

**\*The City understands that all service is subject to the Animal Control Officer's availability and discretion with the expressed approval of a City Official, except in emergencies.\***

mm Check and Initial here if City prefers to be notified prior to Animal Control Officer's response in non-emergency situations. If you checked the box, please provide a twenty-four (24) hour phone number: 515-215-0161.

3. Consideration: (Quarterly billing)

The City will pay Story County, Iowa, based on the following fee schedule:

(No trip charge will be assessed from 8:00 a.m. to 3:00 p.m., Monday – Friday)

- a. \$50.00 per officer involved, per trip between the hours of 3:00 p.m. and 8:00 a.m., Monday through Friday, all day Saturday, Sunday and holidays.
- b. \$25.00 per trip for investigations (regardless of whether or not an animal is detained), confining an animal, and other services as needed.
- c. \$6.50 per day up to a maximum of seven (7) days per unclaimed dog for boarding and transportation costs.
- d. \$5.50 per day up to a maximum of seven (7) days per unclaimed cat for boarding and transportation costs.
- e. \$5.50 per day up to a maximum of seven (7) days per unclaimed exotic animal for boarding and transportation costs.
- f. \$10.00 per day up to a maximum of seven (7) days per unclaimed head of livestock for boarding and transportation costs. Depending on animal size, if a trailer is needed to transport an animal, add an additional \$35.00.
- g. \$15.00 for euthanasia of each unclaimed or unwanted cat not held for seven (7) days, due to sickness, injury or rabies testing.
- h. \$25.00 for euthanasia of each unclaimed or unwanted dog not held for seven (7) days, due to sickness, injury or rabies testing.
- i. \$20.00 for euthanasia of each wild animal species such as opossum, raccoon, etc.
- j. \$5.00 per day for rental of cat box trap.
- k. \$8.00 per day for rental of dog box trap.
- l. \$10.00 per citation issued at the request of said City.
- m. \$10.00 handling/transportation charge for all domestic animals held less than seven (7) days.
- n. At the discretion of said City and Animal Control, an animal may be held and boarded for less than a minimum seven (7) days if the animal is:  
Significantly sick or injured, ill-tempered or vicious, feral/wild (not adoptable, applicable to cats and dogs only), believed to have been exposed to a disease infectious to animals or humans.

4. Rescue and removal charges:

For any animal in unusual or emergency circumstances - \$50.00 per trip, per Animal Control Officer needed, and any other applicable fees (which may include, but are not limited to, Sheriff's Office invoices for service).

All diagnostic and/or quarantine costs shall be paid by the City.

5. Recording requirements:

In Accordance with Iowa Code Chapter 28E, a copy of this agreement shall be filed with the Secretary of State and recorded with the Story County Recorder.

6. Termination:

Either party may terminate this agreement without penalty at any time by giving written notice at least thirty (30) days before the effective date of such termination.

7. Effective date:

This agreement shall become effective upon formal passage and execution of the Board of Supervisors above named and upon filing of this agreement with the Secretary of State of Iowa.

8. Duration and term:

The initial term of this agreement shall be for a period of one year commencing on July 1, 2024, and terminating on June 30, 2025. In the interim we will cover your animal control needs, but this agreement shall continue on a year to year basis unless terminated by any party hereto as provided below.

9. Amendment:

This agreement may not otherwise be amended or altered without a written, signed, and filed amendment to the agreement executed by the parties hereto.

In witness whereof the parties hereto have, by their authorized representatives, executed this agreement.

Story County, Iowa

By: [Signature] 05-25-24  
Chairperson Date

City of Roland

By: [Signature] 05/15/2024  
Mayor Date

ATTEST

[Signature] 6-28-24  
Auditor Date

[Signature] 5-15-24  
Clerk Date

Story County Animal Control

By: [Signature] 6/20/24  
Animal Control Director Date

Return to & Prepared by Anna Henderson, Story County Animal Control, 975 West Lincoln Way, Nevada, IA 50201 515-382-3338

## ANIMAL RESCUE SERVICE CONTRACT

This contract and Agreement is entered into by and between Story County, Iowa and the City of Zearing, Iowa pursuant to the authority, and by the procedures of Chapter 28E, Code of Iowa.

1. Purpose:

Under this contract, Story County shall provide said City with services of domestic animal rescue as set forth more specifically in succeeding paragraphs herein with the exception of 2(e) and (f). Story County will not provide service with regard to wild animals except as noted below in the Scope of Services, and in the sole discretion of Story County.

2. Scope of services (pursuant to Story County Code of Ordinances):

- a. Transportation of animals impounded by the contracting city.
- b. Shelter and board for the impounded animals.
- c. Issuance of applicable impoundment charges on impounded animals pursuant to Story County Code of Ordinances.
- d. Cat, dog, and other small domesticated animal adoption service for appropriately impounded animals.
- e. Investigation and disposition of rabid, sick or injured animals.
- f. Supervision of quarantine procedures and rabies testing.
- g. Collection and impounding of City trapped cats.
- h. Arrange for emergency veterinary care or provision of first-aid treatment.
- i. Provision of humane euthanasia of unclaimed cats and dogs pursuant to Iowa Code 351.37.
- j. Rescue of animals in unusual or emergency circumstances (i.e. flood waters, fire, etc., with permission from appropriate City Official).
- k. One letter sent to resident of said City when requested by said City and only after prior attempts at resolution by City.

Any other animal control related problem may be dealt with at the Animal Control Officer's discretion.

**\*The City understands that all service is subject to the Animal Control Officer's availability and discretion with the expressed approval of a City Official, except in emergencies.\***

Check and Initial here if City prefers to be notified prior to Animal Control Officer's response in non-emergency situations. If you checked the box, please provide a twenty-four (24) hour phone number: 641-352-0409.

3. Consideration: (Quarterly billing)

The City will pay Story County, Iowa, based on the following fee schedule:

(No trip charge will be assessed from 8:00 a.m. to 3:00 p.m., Monday – Friday)

- a. \$50.00 per officer involved, per trip between the hours of 3:00 p.m. and 8:00 a.m., Monday through Friday, all day Saturday, Sunday and holidays.
- b. \$25.00 per trip for investigations (regardless of whether or not an animal is detained), confining an animal, and other services as needed.
- c. \$6.50 per day up to a maximum of seven (7) days per unclaimed dog for boarding and transportation costs.
- d. \$5.50 per day up to a maximum of seven (7) days per unclaimed cat for boarding and transportation costs.
- e. \$5.50 per day up to a maximum of seven (7) days per unclaimed exotic animal for boarding and transportation costs.
- f. \$10.00 per day up to a maximum of seven (7) days per unclaimed head of livestock for boarding and transportation costs. Depending on animal size, if a trailer is needed to transport an animal, add an additional \$35.00.
- g. \$15.00 for euthanasia of each unclaimed or unwanted cat not held for seven (7) days, due to sickness, injury or rabies testing.
- h. \$25.00 for euthanasia of each unclaimed or unwanted dog not held for seven (7) days, due to sickness, injury or rabies testing.
- i. \$20.00 for euthanasia of each wild animal species such as opossum, raccoon, etc.
- j. \$5.00 per day for rental of cat box trap.
- k. \$8.00 per day for rental of dog box trap.
- l. \$10.00 per citation issued at the request of said City.
- m. \$10.00 handling/transportation charge for all domestic animals held less than seven (7) days.
- n. At the discretion of said City and Animal Control, an animal may be held and boarded for less than a minimum seven (7) days if the animal is:  
Significantly sick or injured, ill-tempered or vicious, feral/wild (not adoptable, applicable to cats and dogs only), believed to have been exposed to a disease infectious to animals or humans.

4. Rescue and removal charges:

For any animal in unusual or emergency circumstances - \$50.00 per trip, per Animal Control Officer needed, and any other applicable fees (which may include, but are not limited to, Sheriff's Office invoices for service).

All diagnostic and/or quarantine costs shall be paid by the City.

5. Recording requirements:

In Accordance with Iowa Code Chapter 28E, a copy of this agreement shall be filed with the Secretary of State and recorded with the Story County Recorder.

6. Termination:

Either party may terminate this agreement without penalty at any time by giving written notice at least thirty (30) days before the effective date of such termination.

7. Effective date:

This agreement shall become effective upon formal passage and execution of the Board of Supervisors above named and upon filing of this agreement with the Secretary of State of Iowa.

8. Duration and term:

The initial term of this agreement shall be for a period of one year commencing on July 1, 2024, and terminating on June 30, 2025. In the interim we will cover your animal control needs, but this agreement shall continue on a year to year basis unless terminated by any party hereto as provided below.

9. Amendment:

This agreement may not otherwise be amended or altered without a written, signed, and filed amendment to the agreement executed by the parties hereto.

In witness whereof the parties hereto have, by their authorized representatives, executed this agreement.

Story County, Iowa

By: [Signature] 6-25-24  
Chairperson Date

City of Zearing

By: [Signature] 5-14-24  
Mayor Date

ATTEST

[Signature] 6-25-24  
Auditor Date

[Signature] 5-14-24  
Clerk Date

Story County Animal Control

By: [Signature] 6/20/24  
Animal Control Director Date

NOTICE OF APPOINTMENT

PERSON APPOINTED: Elizabeth Waage

BOARD COMMISSION OR COMMITTEE APPOINTED TO:

Analysis of Social Services Evaluation Team (ASSET)

LENGTH OF TERM: 3-year term

IS THIS APPOINTMENT TO FILL AN UNEXPIRED TERM? Yes

IF SO, WHOSE TERM: Mike Zenor

WHO NEEDS TO BE NOTIFIED? ASSET Administrative Assistant

DATE APPOINTED: 6/25/2024

DATE TERM EXPIRES: 3/31/2026

**APPROVED**      **DENIED**  
Board Member Initials: AKH  
Meeting Date: 6-25-24  
Follow-up action: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NOTICE OF APPOINTMENT

PERSON APPOINTED: Tommy Chance

BOARD COMMISSION OR COMMITTEE APPOINTED TO:  
Commission of Veteran Affairs

LENGTH OF TERM: 3 Years

IS THIS APPOINTMENT TO FILL AN UNEXPIRED TERM? No

IF SO, WHOSE TERM: \_\_\_\_\_

WHO NEEDS TO BE NOTIFIED? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATE APPOINTED: 7/1/24

DATE TERM EXPIRES: 6/30/27

**APPROVED** **DENIED**  
Board Member Initials: AKH  
Meeting Date: 6-25-24  
Follow-up action: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NOTICE OF APPOINTMENT

PERSON APPOINTED: Nancy Schultz

BOARD COMMISSION OR COMMITTEE APPOINTED TO:

Commission of Veteran Affairs

LENGTH OF TERM: 3 Years

IS THIS APPOINTMENT TO FILL AN UNEXPIRED TERM? No

IF SO, WHOSE TERM: \_\_\_\_\_

WHO NEEDS TO BE NOTIFIED? \_\_\_\_\_

DATE APPOINTED: 7/1/24

DATE TERM EXPIRES: 6/30/27

**APPROVED**

**DENIED**

Board Member Initials: AKH

Meeting Date: 6-25-24

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

\_\_\_\_\_

\_\_\_\_\_

**FUNDING AGREEMENT FOR THE  
Iowa HHS LOCAL PUBLIC HEALTH SERVICES CONTRACT  
STORY COUNTY FY25**

This agreement is entered into between the Story County Board of Health, (hereafter *Contractor*) and Mary Greeley Home Health Services of Mary Greeley Medical Center, (hereafter *Subcontractor*) to facilitate the provision of core public health functions and essential public health services to the residents of Story County, Iowa.

The Contractor and Subcontractor will maintain involvement in the community health needs assessment, as well as determination of the needs of target populations and priorities. This will be accomplished with community input and multi-sector partnerships.

**APPROVED**  
Board Member Initials: AKH **DENIED**  
Meeting Date: 10-25-24  
Follow-up action: \_\_\_\_\_

**RESPONSIBILITIES OF THE CONTRACTOR:**

Make available to subcontractors all documents related to the contract with the Iowa Department of Health and Human Services (hereafter *DEPARTMENT*). This includes but may not be limited to:

- FY25 Local Public Health Services Contract
- Contract face sheet and any subsequent revisions
- General Conditions, in effect 07/01/2019
- FY25 Special Conditions effective 07/01/2024
- Subsequent contract amendments and modifications
- All budget or work plan revisions
- All Iowa HHS required reports

Maintain ongoing communications regarding the contract and keep all local officials and subcontractors appropriately informed.

Comply with special and general conditions of the contract and related documents.

Assurance compliance by the subcontractors with the requirements of *Iowa Administrative Code* Chapter 641.80 and the special and general conditions of the contracts.

Review/approve proposed work plan changes requested by subcontractors and submit request for change to the DEPARTMENT for approval.

**RESPONSIBILITIES OF SUBCONTRACTOR:**

Services shall be provided in compliance with IAC 641-80, Special Conditions and General Conditions, and as identified in the Local Public Health Services application. Proposed changes in the work plan shall be based upon identified community needs and submitted to the Contractor.

Assure staff are available to meet the core public health functions, deliver essential public health services, and implement the public health interventions outlined in the work plan.

Provide the DEPARTMENT, the CONTRACTOR, and any of their duly authorized representatives with access, for the purpose of audit and examination, to any documents, papers, and records of the Subcontractor pertinent to the subcontract.

**FUNDING AGREEMENT**

The Story County Board of Health agrees to provide the subcontractor with the Local Public Health Services state grant funds for budgeted and approved expenditures, which have been incurred during the contract year. The amount of funds is identified on the Iowa Department of Health and Human Services contract face sheet is: \$190,158. Those funds will be distributed in the following manner:

	Population Health	Non-Population Health
Salaries/Fringe	\$155,000	\$
Other	\$ 29,057	\$
Indirect/Admin	\$ 32,480	\$
Total	\$216,537	\$

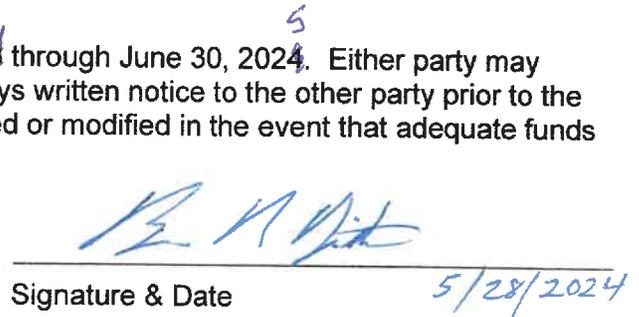
Any additional appropriation or reallocation during the fiscal year will be in the dollar amount stated on the Iowa Department of Health and Human Services/Local Public Health Services contract amendment face sheet.

**EFFECTIVE DATE AND TERMINATION OF AGREEMENT:**

This agreement shall be an effective date of July 1, 202<sup>4</sup> through June 30, 202<sup>4</sup>. Either party may terminate their participation in this agreement with 90 days written notice to the other party prior to the termination date. This agreement may also be terminated or modified in the event that adequate funds are not appropriated or available.

 6/14/24

Signature & Date  
Contractor Chairperson  
Story County Board of Health

 5/28/2024

Signature & Date  
Chief Executive Officer  
Mary Greeley Medical Center



**INVOICE**

FOR

**Story County**

Anniversary Date: 07/01/2024

12951 University Ave, Ste 120  
Clive, IA 50325  
[www.icapiowa.com](http://www.icapiowa.com)



## Member Invoice

Member Name: Story County  
Policy Number: R0432PC2024-2

Anniversary Date: 07/01/2024

<b>Coverage</b>	<b>Limit of Coverage</b>	<b>Contribution</b>
General Liability	\$2,000,000	\$56,202
Auto Liability	\$2,000,000	\$25,079
Law Enforcement Liability	\$2,000,000	\$94,716
Public Officials Liability	\$2,000,000	\$34,324
Excess Liability	\$13,000,000	\$57,159
Property	\$93,850,354	\$262,692
Equipment Breakdown	Included	Included
Crime	\$10,000	\$0
Marketing and Administration Fees		\$30,208
<b>TOTAL CONTRIBUTION</b>		<b>\$560,380</b>

**MAKE CHECKS PAYABLE TO IOWA COMMUNITIES ASSURANCE POOL ON OR BEFORE:  
07/01/2024**

Payment for this invoice can be submitted electronically via the ICAP website. Please visit [www.icapiowa.com](http://www.icapiowa.com) and click "Member Pay" at the top right of the page to pay via ACH transfer. There is no fee for utilizing this service. If you require assistance or prefer to pay via check, please contact the ICAP office via 1-(800) 383-0116.



## Member Proxy

Be it known, that the undersigned representative of the Governmental Sub-Division (hereafter referred to as MEMBER) by resolution of the governing body, a copy of which is attached hereto, hereby nominates and appoints the following individual and alternate to represent the MEMBER with the Iowa Communities Assurance Pool (hereinafter referred to as the POOL). The individual and alternate shall act as liaison between MEMBER and the POOL for the purposes of relating risk reduction and loss control information, and any other loss information or instructions concerning the obligations of the MEMBER imposed by signing the Iowa Risk Management Agreement and the rules and regulations established thereunder, to the same extent and with like effect as the undersigned thereunder, to the same extent as the undersigned could do if personally present and the undersigned does hereby ratify and confirm and adopt all action done or taken by the individual or alternate.

Primary Contact:	<u>Lisa Heddens</u>	Alternate Contact:	<u>Linda Murken</u>
Title:	<u>Vice-Chair</u>	Title:	<u>Vice Chair</u>
Address:	<u>900 - 6th St.</u>	Address:	<u>900 - 6th St.</u>
Address:	<u></u>	Address:	<u></u>
City, State, Zip:	<u>Nevada, IA 50201</u>	City, State, Zip:	<u>Nevada, IA 50201</u>
Email:	<u>lheddens@storycountyiowa.gov</u>	Email:	<u>lmurken@storycountyiowa.gov</u>
Telephone:	<u>515-382-7203</u>	Telephone:	<u>515-382-7202</u>

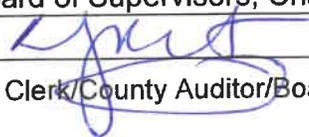
In witness whereof, this proxy was executed on the 25th day of June, in the year 2024, by the undersigned duly authorized officers of the Governmental Subdivision indicated below:

Governmental Subdivision: Story County

Member ICAP #: 0432

By: 

Title: Board of Supervisors, Chair

By: 

(City Clerk/County Auditor/Board Secretary)



## Anniversary Information Acknowledgement

The undersigned representative of the Story County acknowledges that he/she:

Reviewed the information provided on all Iowa Communities Assurance Pool applications and all applicable supplemental applications.

Reviewed all applicable property and vehicle schedules.

Confirms, to the best of his/her knowledge, that all information provided is complete and accurate.

Reviewed the optional coverage(s) offered by the Iowa Communities Assurance Pool for increased limits. After consideration of the coverage(s) offered and the contribution for same, Story County has elected to:

Waive any and all coverage(s) and any applicable contribution charges. Story County understands that to add increased limits coverage in the future, it will be subject to Iowa Communities Assurance Pool's approval and underwriting guidelines at the time of the request and that such request must be made in writing. In addition, Story County will not hold the Iowa Communities Assurance Pool responsible for this decision to waive optional coverage(s).

Accept the increased limits: \_\_\_\_\_  
(Limit of Liability Accepted)

Executed on the 25th day of June, in the year 2024, by the undersigned duly authorized officer of the Governmental Subdivision Story County indicated below:

By: *Kim K. Haddene*

Title: Board of Supervisors, Chair

Member: Story County

Member Number: 0432

Anniversary Date: 07/01/2024



## Quote Summary

Story County

Anniversary Date: 07/01/2024

Coverage	Contribution	Limit of Coverage	Deductible	Retroactive Date	Coverage Effective
General Liability	\$56,202	\$2,000,000	\$10,000	07/01/2024	7/1/2024
Auto Liability	\$25,079	\$2,000,000	\$0	07/01/2024	7/1/2024
Law Enforcement Liability	\$94,716	\$2,000,000	\$10,000	07/01/2024	7/1/2024
Public Officials Liability	\$34,324	\$2,000,000	\$10,000	07/01/2024	7/1/2024
Excess Liability	\$57,159	\$13,000,000		07/01/2024	7/1/2024
Property	\$262,692	\$93,850,354	See Schedule	07/01/2024	7/1/2024
Equipment Breakdown	Included	Included			Included
Crime	\$0	\$10,000	\$500	07/01/2024	7/1/2024
<b>TOTAL CONTRIBUTION</b>	<b>\$530,172</b>				
Agency Fee	\$26,162				
CRMS	\$4,046				
<b>FINAL CONTRIBUTION</b>	<b>\$560,380</b>				

Payment for this invoice can be submitted electronically via the ICAP website. Please visit [www.icapiowa.com](http://www.icapiowa.com) and click "Member Pay" at the top right of the page to pay via ACH transfer. There is no fee for utilizing this service. If you require assistance or prefer to pay via check, please contact the ICAP office via 1-(800) 383-0116.

*This quotation expires on the Proposed Effective Date.*



# Commitment to Continue Membership

I, Story County, do hereby affix my signature to this form and promise to submit the contribution of \$560,380.00 (less attached vouchers if applicable) by 8/1/24. In order to fulfill this commitment, our payment will be received by the Iowa Communities Assurance Pool, at the address on this form, no later than 8/19/24.

Printed Name Lisa Heddens, Board of Supervisors Chair

Signature \_\_\_\_\_

Date \_\_\_\_\_

Iowa Communities Assurance Pool  
12951 University Ave, Ste 120  
Clive, IA 50325

**LEASE - BUSINESS PROPERTY - SHORT FORM**  
**THE IOWA STATE BAR ASSOCIATION**  
Official Form No. 165  
**Recorder's Cover Sheet**

**Preparer Information:**

Crystal W. Rink, 1315 South B. Ave., Nevada, IA 50201, Phone: (515) 382-7255

**Return Document To:**

900 6<sup>th</sup> Street  
Nevada, Iowa 50201

**Grantors:**

Story County, Iowa

**Grantees:**

Mary Greeley Medical Center

**Property Description:** See Page 2

**Pages:** Ten (10) including this page

**Official Board Action date:** \_\_/ \_\_/ \_\_

**Reference Number:** \_\_\_\_\_

## **BUSINESS PROPERTY LEASE**

THIS LEASE, made and entered into this \_\_\_ day of \_\_\_\_\_, 2024, by and between Story County, Iowa, authorized under the laws of the State of Iowa, ("Landlord"), whose address, for the purpose of this lease, is 900 6th Street, Nevada, Iowa, 50201, and Mary Greeley Medical Center, ("Tenant"), whose address for the purpose of this lease is 1111 Duff Avenue, Ames, Iowa, 50010.

The parties agree as follows.

### **1. PREMISES AND TERM.**

Landlord leases to Tenant the following real estate, situated in Story County, Iowa described as a building property owned by Story County, Iowa and situated in Story County, Iowa:

The building located at 124 S. Hazel Avenue, Ames, Iowa 50010.

Together with all improvements thereon, and all rights, easements and appurtenances thereto belonging, for a term beginning on the 1st day of July, 2024, and ending on the 30th day of June, 2025, upon the condition that Tenant performs as provided in this lease. The lease may be renewed by the parties for additional one (1) year terms either by signing a new lease or by signing an addendum (subject to the conditions in section two (2)). This lease shall not automatically renew.

### **2. RENT.**

Tenant agrees to pay Landlord as rent **\$4,975.00 per month** on or before the 1st day of July, 2024, and on or before the 1st day of each month thereafter, during the term of this lease. Rent for any partial month shall be prorated as additional rent. Rent beyond the initial term of this lease will be negotiated at the current fair market rate. All rent payments are to be made payable to Story County, Iowa, 900 6<sup>th</sup> Street, Nevada, IA 50201, and delivered to Story County, Iowa, 900 6<sup>th</sup> Street, Nevada, IA 50201, or at such other place as Landlord may designate in writing. Delinquent payments shall draw interest at 5% per annum.

### **3. SECURITY DEPOSIT.**

No security deposit for the property is required by the Landlord.

#### **4. POSSESSION.**

Tenant shall be entitled to possession on the first day of the lease term and shall yield possession to Landlord at the termination of this lease. SHOULD LANDLORD BE UNABLE TO GIVE POSSESSION ON SAID DATE, TENANT'S ONLY DAMAGES SHALL BE A PRO RATA ABATEMENT OF RENT.

#### **5. USE.**

It is the understanding of the parties that the intended use of the property is for Mary Greeley Medical Center's subacute and transitional living services. Mary Greeley Medical Center shall use the premises only for this business purpose.

#### **6. CARE AND MAINTENANCE.**

Landlord and Tenant agree to the following.

##### **Landlord responsibilities:**

- (a) Landlord shall keep the following in good repair: roof, sewer, plumbing, heating, wiring, and air conditioning. Landlord shall have reasonable access to the building in all areas at all times in order to inspect, repair, install building mechanical and structural components. **Monthly safety inspections will normally occur on the afternoon shift – 2:00 p.m. to 10:30 p.m. Monday through Friday.** Landlord shall not be liable for failure to make any repairs or replacements or alterations unless Landlord fails to do so within a reasonable period of time after written notice from Tenant.

##### **Tenant responsibilities:**

- (b) Tenant accepts the premises as is, except as herein provided.
- (c) Tenant shall maintain the premises in a reasonable safe, serviceable, clean and presentable condition, and except for the repairs and replacements provided to be made by Landlord in subparagraph (b) above, shall make all repairs, replacements and improvements to the premises, INCLUDING ALL CHANGES, ALTERATIONS OR ADDITIONS ORDERED BY ANY LAWFULLY CONSTITUTED GOVERNMENT AUTHORITY DIRECTLY RELATED TO TENANT'S USE OF THE PREMISES.
- (d) Tenant shall make no structural changes or alterations to the building or its contents without the prior written consent of Landlord.

(e) Tenant shall contact the Landlord immediately upon notice of any of the following:

- (1) for any ceiling water leak, service water or plumbing leak;
- (2) for loss of electricity;
- (3) for loss of heat or air conditioning;
- (4) broken glass including building light fixtures;
- (5) doors/windows that do not open/close or lock.

(f) Tenant shall maintain all outside public areas, lawns, sidewalks, driveways, and parking areas including snow removal.

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**The following 24 hour emergency number shall be used and kept available for Mary Greeley Medical Center personnel at the building:**

**Facilities Management Emergency Number**

**(515) 460-4901**

**Examples of an emergency include: fire, water leaks, unsecured doors/buildings, and broken windows. Our office is open 7:30 a.m. – 4:00 p.m., Monday – Friday. During those hours, you may call our main number at: (515) 382-7400. If there is no answer, please call the on-call cell phone number (in red, above).**

**Work orders for everyday occurrences, such as a light out, plugged stool, etc., shall be requested through Asset Essentials at <https://assetessentials.dudesolutions.com/StoryCountyIA/Home/Index>**

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**7. MECHANICS'S LIENS AND NOTICE TO SOLICITORS.**

Neither Tenant, nor anyone claiming by, through, or under Tenant, shall have the right to file any mechanic's liens against the premises. Mechanic's liens against public property are barred by Iowa Code section 626.109. Tenant shall not perform any improvement/work to the property or hire contractors and subcontractors who may furnish, or agree to furnish, any material, service or labor for any improvement/work on the premises. Should Tenant be approached by solicitors, Tenant is to immediately notify Landlord and inform solicitors that only Landlord may authorize and perform improvements.

## **8. UTILITIES AND SERVICES.**

Tenant shall pay for the following listed utilities: water, electric, gas, sewer and trash services. The listed utilities will be in the Tenant's name. Landlord shall not be liable for damages for failure to perform as herein provided arising from causes beyond the control of Landlord, provided Landlord uses reasonable diligence to resume such services.

## **9. SURRENDER.**

Upon the termination of this lease, Tenant will surrender the premises to Landlord in good and clean condition, except for ordinary wear and tear or damage without fault or liability of Tenant. Continued possession, beyond the term of this Lease without a written lease or written amendment along with the acceptance of rent by Landlord, shall constitute a month-to-month extension of this lease. The landlord may refuse to accept month-to-month payment beyond the lease term without a signed written amendment or new signed lease.

## **10. ASSIGNMENT AND SUBLETTING.**

No assignment or subletting, either voluntary or by operation of law, shall be effective without the prior written consent of Landlord, which consent shall not unreasonably be withheld.

## **11. INSURANCE.**

Landlord and Tenant agree to the following.

- (a) **Property insurance.** Landlord and Tenant agree to insure their respective real and personal property for the full insurable value. Such insurance shall cover losses included in the special form causes of loss (formerly all risks coverage). To the extent permitted by their policies the Landlord and Tenant waive all rights of recovery against each other.
- (b) **Liability insurance.** Tenant shall obtain commercial general liability insurance in the amounts of \$1,000,000.00 each occurrence and \$3,000,000.00 annual aggregate. This policy shall include an endorsement listing Story County, Iowa as an additional insured. The Tenant will provide a copy of the policy declarations to the Landlord yearly upon request.

## **12. LIABILITY FOR DAMAGE.**

Each party shall be liable to the other for all damage caused to the other's property due to the negligence, reckless or intentionally acts caused by that party (or their agents, employees or invitees), except to the extent the loss is insured and subrogation is waived under the owner's policy.

## **13. INDEMNITY.**

Except for negligence of Landlord or Landlord's agents, Tenant will protect, defend, and indemnify Landlord from and against any and all loss, costs, damage and expenses occasioned by, or arising out of, any accident or other occurrence causing or inflicting injury or damage to any person or property, happening or done in, upon or about the premises, or due directly or indirectly to the tenancy, use or occupancy thereof, or any part thereof by Tenant or any person claiming through or under Tenant.

## **14. DAMAGE.**

In the event of damage to the premises so that Tenant is unable to conduct business on the premises, this lease may be terminated at the option of either party. Such termination shall be effected by written notice of one party to the other and delivered registered or certified mail to the designated address found in paragraph 17 of this agreement. Thirty (30) days after such notice, the parties shall be released from all obligations under this agreement for the remainder of the lease term. This paragraph is not intended as, and does not operate as, a release for any delinquent rent owing by Tenant or liability for damages owing to either Tenant or Landlord occurring before the notice.

## **15. DEFAULT, NOTICE OF DEFAULT AND REMEDIES.**

Landlord and Tenant agree to the following.

### **Events constituting default by Tenant:**

Each of the following shall constitute an event of default by Tenant.

- (a) Failure to pay rent when due;
- (b) Failure to observe or perform any duties, obligations, agreements, or conditions imposed on Tenant pursuant to the terms of the lease;
- (c) Abandonment of the premises. "Abandonment" means the Tenant has failed to engage in its usual and customary business activities on the premises for more than fifteen (15) consecutive business days; and
- (d) Institution of voluntary bankruptcy proceedings by Tenant; institution

of involuntary bankruptcy proceedings in which the Tenant thereafter is adjudged a bankruptcy; assignment for the benefit of creditors of the interest of Tenant under this lease agreement; appointment of a receiver for the property or affairs of Tenant, where the receivership is not vacated within ten (10) days after the appointment of the receiver.

**Notice of default:**

Landlord shall give Tenant a written notice specifying the default and giving the Tenant ten (10) days in which to correct the default. If there is a default (other than for nonpayment of a monetary obligation of Tenant, including rent) that cannot be remedied in ten (10) days by diligent efforts, the Tenant shall propose an additional period of time (in writing) in which to remedy the default. Consent to additional time shall not be unreasonably withheld by Landlord. Landlord shall not be required to give Tenant any more than three notices for the same default within any one year (365 day) lease period.

**Remedies:**

In the event Tenant has not remedied a default as required by this agreement and assuming proper notice has been given, Landlord may proceed with all available remedies at law or in equity, including but not limited to termination of the lease. In the event of termination of this lease, Landlord shall be entitled to pursue all legal means available to recover possession of the premises. Landlord shall also be entitled to pursue and obtain money judgment against Tenant for the balance of rent agreed to be paid for the lease term, for any damages to the premises plus all expenses of landlord in enforcing these remedies and reletting the premises, including reasonable attorney's fees and court costs.

**16. RIGHT TO ADVERTISE.**

Landlord, during the last 90 days of this lease, unless the parties to this lease have agreed to renew the lease, shall have the right to maintain on the premises either or both "For Rent" or "For Sale" signs. Tenant will permit prospective tenants or buyers to enter and examine the premises.

**17. LEGAL NOTICES AND DEMANDS.**

All legal or other notices and demands required by this agreement to be in writing shall be delivered to the parties hereto at the addresses designated in this paragraph unless either party notifies the other, in writing, of a different address. Without prejudice to any other method of notifying a party in writing or making a demand or other communication, such notice shall be considered given under the terms of this lease when it is deposited in the U.S. Mail, registered or certified, properly addressed, return receipt requested, and postage prepaid.

The address of Landlord is:

**Story County, Iowa, 900 6<sup>th</sup> Street, Nevada, Iowa 50201**

The address of the Tenant is:

**Mary Greeley Medical Center, 1111 Duff Avenue, Ames, Iowa 50010**

#### **18. PROVISIONS BINDING.**

Each and every covenant and agreement herein contained shall extend to and be binding upon the respective successors, heirs, administrators, executors and assigns of the parties hereto.

#### **19. CERTIFICATION.**

Tenant certifies that it is not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and it is not engaged in this transaction, directly or indirectly on behalf of, or instigating or facilitating this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Tenant hereby agrees to defend, indemnify and hold harmless Landlord from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to any breach of the foregoing certification.

#### **20. CONTENTS.**

Landlord will leave contents on the premises. Landlord will leave contents on the premises. Contents are defined as "furniture, couches, tables, supplies, chairs, desks, filing and storage cabinets, white boards, folding tables, kitchen equipment, appliances, beds, dressers, end tables, lamps, lockers and any miscellaneous furniture type items that are not permanently affixed." All contents are left on the premises at the discretion of Landlord. Tenant shall be granted ownership of all contents that Landlord left on the premises by executing an Asset Purchase Agreement and Bill of Sale.

**21. ADDITIONAL PROVISIONS.**

The basement of 124 S. Hazel, Ames, Iowa 50010, will be retained and used by landlord Story County, Iowa. Access at all times to the basement area will be granted to Story County, Iowa. Access to the building will be granted to landlord at all times without prior approval by tenant. Landlord will notify tenant when it plans to access the building when prior notice is practical.



LANDLORD, Story County Iowa  
Authorized signature  
Chair, Story County Board of Supervisors

6-25-24

Date



TENANT, Mary Greeley Medical Center  
Brian Dieter, President

6/13/2024

Date

## Facilities Management Emergency Contact Information

### **EMERGENCY NUMBER ONLY:**

**(515) 460-4901**

Examples of an emergency include: fire, water leaks, unsecured doors/buildings, and broken windows. Our office is open 7:30 a.m. – 4:00 p.m., Monday – Friday. During those hours, you may call our main number at: (515) 382-7400. If there is no answer, please call the on-call cell phone number (in red, above).

**Work orders for everyday occurrences, such as a light out, plugged stool, etc., shall be requested through Asset Essentials at <https://assetessentials.dudesolutions.com/StoryCountyIA/Home/Index>**

-Thank You-

Story County Facilities Management

**This sign is to be reproduced and displayed by Tenant in a prominent location during the lease term.**

**BOARD OF SUPERVISORS RESOLUTION NO. #24-93**

**RESOLUTION TO ABATE TAXES ASSESSED AGAINST SAID MOBILE HOME DUE TO COURT ORDER**

**WHEREAS**, the following mobile home is located at 1316 S Duff Ave., Ames, Iowa a/k/a Meadow Lane Mobile Home Park in Story County, Iowa; and,

**WHEREAS**, said mobile home has been awarded to the mobile home park owners by Order For Judgement by the courts; and,

**WHEREAS**, said mobile home has an outstanding county tax sales and/or delinquent tax; and,

**WHEREAS**, said mobile home will be dismantled and removed from the park; and,

**WHEREAS**, Section 648.22A, Subsection 5A of the Code of Iowa, states the home, its contents, and any other property of the defendant remaining on the premises shall become the property of the plaintiff free and clear of all rights of the defendant to the property and of all liens, claims, or encumbrances of third parties, and any tax levied pursuant to Chapter 435 may be abated by the board of supervisors. The resolution shall direct the treasurer to strike from the tax book the reference to said mobile home; and,

**NOW, THEREFORE BE IT RESOLVED**, that all delinquent taxes on the following mobile home are hereby abated. The county treasurer is directed to strike from the tax book the delinquent taxes that are in reference to said mobile home:

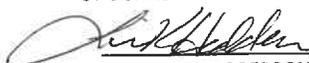
Lilly Scott                      Vin: 0151105034                      \$ 349.00

APPROVED this 25<sup>th</sup> day of June, 2024.

  
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  
 Above tabulation made by   
CHAIRPERSON

RECEIVED  
JUN 20 2024  
STORY COUNTY  
BOARD OF SUPERVISORS

**Story County  
Provider and Program Participation Agreement**

**THIS AGREEMENT** (the Agreement), entered into this First day of July, 2024 is by and between **Story County** and **Youth and Shelter Services** (Provider).

The statements and intentions of the parties, to this Agreement, are as follows:

Story County is a governmental entity organized under the Code of Iowa, governed by the Board of Supervisors. Story County is interested in contracting with Provider to purchase Covered Services for the benefit of Story County Individuals.

Provider is interested in contracting with Story County to provide Covered Services for the benefit of Story County Individuals.

In consideration of the premises and promises contained herein, it is mutually agreed by and between Story County and Provider as follows:

**SECTION 1  
Definitions**

**Co-payment:** The amount which may be charged to Story County Individual at the time services are rendered.

**Subcontract:** The act in which one party to the original contract enters into a contract with a third party to provide some or all of the services listed in the original contract.

**SECTION 2  
Duties of Provider**

**Section 2.1 Provision of Covered Services.** Provider shall provide Covered Services to each Story County Individual who is eligible to receive such services to the extent designated in Attachment A, Service Definitions and Rates. The programs or services must conform to the standardized definitions used by the Analysis of Social Services Evaluation team (ASSET). Such services shall be rendered in compliance with applicable laws and regulations. Provider shall also provide Covered Services in a manner which: (a) documents the services provided, in conformance with Federal (including the Health Insurance Portability and Accountability Act, HIPAA, if applicable), State and local laws and regulations, (b) protects the confidentiality of the Story County Individual's medical records, and (c) records and maintains specified program information and performance measures in Clear Impact Scorecard at <https://app.resultsscorecard.com> at the frequency defined through ASSET.

**Section 2.2 Access to Books and Records.** Unless otherwise required by applicable statutes or regulation, Provider shall allow Story County access to books and records, for purposes of appeals, utilization, grievance, claims payment review, individual medical records review or financial

audits, during the term of this contract and seven (7) years following its termination. Provider shall provide records or copies of records as requested.

### **SECTION 3**

#### **Claims Submission and Payment**

**Section 3.1 Claims Submission.** Provider agrees to submit all claims and supporting documentation for reimbursement no later than forty-five (45) days from the date Covered Services are rendered.

**Section 3.2 Claims Payment.** Story County will make monthly payments to the Provider based upon the reimbursement requests submitted by the Provider in accordance with Attachment A to this contract. The maximum total amount payable by Story County under this agreement is detailed on Attachment A, and no greater amount shall be paid.

**Section 3.3 Compensation to Provider.** Provider agrees to accept payment from Story County for Covered Services provided to Story County Individuals under this Agreement as payment in full, less any Co-payment or other amount which is due from Story County Individuals for such services. Compensation for Covered Services is included as Attachment A, Service Definitions and Rates.

For Providers accessing funding through the Story County ASSET process, an agency audit or IRS Form 990 shall be submitted within six months following the end of the agency's fiscal year. If an agency audit or IRS Form 990 is not submitted, Story County reserves the right to withhold payments until the audit and/or IRS Form 990 is submitted.

### **SECTION 4**

#### **Relationship Between the Parties**

**Section 4.1 Relationship Between Story County and Provider.** The relationship between Story County and Provider is solely that of independent contractor and nothing in this Agreement shall be construed or deemed to create any other relationship including one of employment, agency or joint venture. Provider shall maintain Social Security, worker's compensation and all other employee benefits covering Providers employees as required by law.

### **SECTION 5**

#### **Hold Harmless. Indemnification and Liability Insurance**

**Section 5.1 Provider Hold Harmless and Indemnification.** Provider shall defend, hold harmless and indemnify Story County against any and all claims, liability, damages or judgments asserted against, imposed or incurred by Story County that arise out of acts or omission of Provider or Provider's employees, agents or representatives in the discharge of its responsibilities under this Agreement.

**Section 5.2 Story County Hold Harmless and Indemnification.** Story County shall defend, hold harmless and indemnify Provider against any and all claims, liability, damages or judgments

asserted against, imposed or incurred by Provider that arise out of acts or omission of Story County or Story County employees, agents or representatives in the discharge of its responsibilities under this Agreement.

**Section 5.3 Provider Liability Insurance.** Provider shall procure and maintain, at the Provider's own expense, insurance in amounts sufficient to provide coverage in the following areas, when applicable: (1) comprehensive general liability; (2) comprehensive motor vehicle liability and (3) professional liability. Provider shall furnish the County with certificates of insurance and with original endorsements effecting coverage required by this clause. The certificates and endorsement for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The County reserves the right to require complete, certified copies of all required insurance policies, at any time.

**SECTION 6**  
**Laws and Regulations**

**Section 6.1 Laws and Regulations.** Provider warrants that it is, and during the term of this Agreement will continue to be, operating in full compliance with all applicable federal (including the Health Insurance Portability and Accountability Act, HIPAA) and state laws.

**Section 6.2 Reports from State Authority or Agency.** The Provider will be expected to comply fully with all rules and regulations imposed by a State licensing authority. All written or verbal communications or reports from a State authority or agency, including but not limited to summaries of inspection reports or complaints of abuse or neglect resulting in investigation(s), shall be provided to Story County immediately upon receipt of same by the Provider.

**Section 6.3 Compliance with Civil Rights Laws.** Provider agrees not to discriminate or differentiate in the treatment of any individual based on sex, race, color, age, religion, national origin or otherwise qualified handicapped individual. Provider agrees to ensure services are rendered to Story County Individuals in the same manner, and in accordance with the same standards and with the same availability, as offered to any other individual receiving services from Provider.

**Section 6.4 Equal Opportunity Employer.** Story County is an equal employment opportunity employer. Story County supports a policy which prohibits discrimination against any employee or applicant for employment on the basis of age, race, sex, color, national origin, religion, physical or mental disability, veteran or any other classification protected by law or ordinance. Provider agrees that it is in full compliance with Story County's Equal Employment Policy as expressed herein.

**Section 6.5 Confidentiality of Records.** Story County and Provider agree to maintain the confidentiality of all information regarding Covered Services provided to Story County Individuals under this Agreement in accordance with any applicable laws and regulations. Provider acknowledges that in receiving, storing, processing, or otherwise dealing with information from Story County about Individuals, it is fully bound by federal (including the Health Insurance

Portability and Accountability Act, HIPAA, if applicable) and state laws and regulations governing the confidentiality of medical records and mental health records.

## **SECTION 7**

### **Term and Termination**

**Section 7.1 Term.** The term of this Agreement shall be for a period of one (1) year, commencing on the date first above written.

**Section 7.2 Termination of Agreement Without Cause.** Either party may terminate this Agreement without cause upon ninety (90) days prior written notice of termination to the other party.

**Section 7.3 Termination With Cause by Story County.** Story County shall have the right to terminate this Agreement immediately by giving written notice to Provider upon the occurrence of any of the following events: (a) restriction, suspension or revocation of Provider's license, certification or accreditation; (b) Provider's loss of any liability insurance required under this Agreement; (c) chapter 7 bankruptcy files by the Provider, or (d) Provider's material breach of any of the terms or obligations of this Agreement.

**Section 7.4 Termination With Cause by Provider.** Provider shall have the right to terminate this Agreement immediately by giving written notice to Story County upon the occurrence of Story County's material breach of any of the terms or obligations of this Agreement.

**Section 7.5 Information to Story County Individuals.** Provider acknowledges the right of Story County to inform Story County Individuals of Provider's termination and agrees to cooperate with Story County in deciding on the form of such notification.

**Section 7.6 Nonrenewal of Agreement.** Either party may choose not to renew this agreement upon ninety (90) days written notice to the other party prior to the expiration of the contract.

## **SECTION 8**

### **Amendments**

**Section 8.1 Amendment.** This Agreement may be amended at any time by the mutual written agreement of the parties. In addition, Story County may amend this Agreement upon sixty (60) days advance notice to Provider and if Provider does not provide written objection to Story County within the sixty (60) day period, then the amendment shall be effective at the expiration of the sixty (60) day period.

**Section 8.2 Regulatory Amendment.** Story County may also amend this Agreement to comply with applicable statutes and regulations and shall give written notice to Provider of such amendment and its effective date. Such amendment will not require sixty (60) days advance written notice.

**SECTION 9**  
**Other Terms and Conditions**

**Section 9.1 Non-Exclusivity.** This Agreement does not confer upon the Provider any exclusive right to provide services to Story County Individuals in Provider's geographical area. Story County reserves the right to contract with other providers. The parties agree that Provider may continue to contract with other organizations.

**Section 9.2 Assignment.** Provider may not assign any of its rights and responsibilities under this Agreement to any person or entity without the prior written approval of Story County.

**Section 9.3 Subcontracting.** Provider may not subcontract any of its rights and responsibilities under this Agreement to any person or entity without prior notification to Story County.

**Section 9.4 Entire Agreement.** This Agreement and attachments attached hereto constitute the entire agreement between Story County and Provider, and supersedes or replaces any prior agreements between Story County and Provider relating to its subject matter.

**Section 9.5 Rights of Provider and Story County.** Provider agrees that Story County may use Provider's name, address, telephone number, and description of Provider and Provider's care and specialty services in any promotional activities. Otherwise, Provider and Story County shall not use each other's name, symbol or service mark without prior written approval of the other party.

**Section 9.6 Invalidity.** If any term, provision or condition of this Agreement shall be determined invalid by a court of law, such invalidity shall in no way effect the validity of any other term, provision or condition of this Agreement, and the remainder of the Agreement shall survive in full force and effect unless to do so would substantially impair the rights and obligations of the parties to this Agreement.

**Section 9.7 No Waiver.** The waiver by either party of a breach or violation of any provisions of this Agreement shall not operate as or be construed to be a waiver of any subsequent breach.

**Section 9.8 Notices to Story County.** Any notice, request, demand, waiver, consent, approval or other communication to Story County which is required or permitted herein shall be in writing and shall be deemed given only if delivered personally, or sent by registered mail or certified mail, or by express mail courier service, postage prepaid, as follows:

Story County Board of Supervisor's Office  
Story County Administration Building  
900 6<sup>th</sup> Street  
Nevada, Iowa 50201  
Attention: Sandra King

**Section 9.9 Notices to Provider.** Any notice, request, demand, waiver, consent, approval or other communication to Provider which is required or permitted herein shall be in writing and shall be deemed given only if delivered personally, or sent by registered mail or certified mail, or by express mail courier service, postage prepaid, as follows:

Youth and Shelter Services  
420 Kellogg Ave.  
Ames, Iowa 50010  
Attention: Mark VanderLinden

*This Agreement has been executed by the parties hereto, through their duly authorized officials.*

**COUNTY:**

By:   
Print Name: Lisa K. Hedders  
Print Title: Story County Board of Supervisors  
Date: 6-25-24

**PROVIDER:**

By: YSS   
Print Name: Andrew Allen  
Print Title: President + CEO  
Date: 6/14/24

**ATTACHMENT A**  
**SERVICE DEFINITIONS AND RATES**  
**FISCAL YEAR: 2025**  
*Youth and Shelter Services*

<b>Youth and Shelter Services</b>			
<b>Service Description</b>	<b>Not to Exceed</b>	<b>Unit of Service</b>	<b>Rate</b>
Youth Development/Social Adjustment-Community Youth Development	\$36,519	1 Client Contact/Day	\$58.98
Youth Development/Social Adjustment-Mentoring	\$43,905	1 Client Contact/Day	\$124.37
Employment Assistance for Youth-Pre-Employment Skills/Training	\$13,032	1 Staff Hour	\$93.81
Out of School Program-Summer Enrichment	\$21,289	1 Partial Day (3 Hours)	\$15.41
Out of School Program-Summer Enrichment <b>Local Option</b>	\$926	1 Partial Day (3 Hours)	\$15.41
Public Education/Awareness-combined	\$90,000	1 Staff Hour	\$181.23
Emergency Assistance For Basic Needs-Transitional Living	\$50,600	1 Day	\$72.70
Day Care-School Age (Kids Club)	\$73,192	1 Partial Day	\$23.89
Day Care-School Age (Kids Club) <b>Local Option</b>	\$5,150	1 Partial Day	\$23.89
<b>Emergency Shelter-Rosedale Funds are Sequestered</b>	<b>\$70,153</b>	<b>1 24 Hour Period of Food and Shelter</b>	<b>\$192.20</b>
Service Coordination	\$5,000	1 Client Hour	\$60.00
Substance Use Disorder Outpatient Treatment	\$20,000	1 Client Hour	\$242.06



**STORY COUNTY  
BOARD OF SUPERVISORS  
LATIFAH FAISAL  
LINDA MURKEN  
LISA K. HEDDENS**

Story County Administration  
900 Sixth Street  
Nevada Iowa 50201  
515-382-7200  
515-382-7206 (fax)

June 20, 2024

Dear Board of Supervisors,

laPELRA (Iowa Public Employers Relations Association) has been working on a compensation benchmarking tool for members to help assist with compensation strategies, budgeting and union negotiations. Currently multiple salary surveys are sent out annually to agencies, which will be eliminated with this compensation tool. laPELRA has worked with GovInvest, Inc. to provide a live compensation module for members to utilize for benchmarking. This software will hold agency salary data for up to 100 job classifications and allow participating agencies to benchmark with 15 agencies.

The cost to participate is \$3,500 annually for a three-year term (total cost will be \$10,500) if an agency opts in prior to July 1, 2024 with payment being due in August. The cost increases to \$5,000 annually if an agency decides to join at a later date. The contract is between laPELRA and GovInvest, not the participating agencies.

I am requesting your approval for Story County participation.

Sincerely,

Alissa Wignall  
Director of Internal Operations and Human Resources

**APPROVED**  
Board Member Initials: *AA*  
Meeting Date: *6-25-24*  
Follow-up action: \_\_\_\_\_  
\_\_\_\_\_



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

Memorandum

To: Story County Board of Supervisors  
From: Michael D. Cox, Director  
Date: June 25, 2024  
Re: Consideration for Permission to use the County Credit Card for an Additional Adobe Creative Cloud License for the Conservation Outreach Assistant

I am requesting authorization to use the county credit card for an additional license/monthly subscription for Adobe Creative Cloud for our Outreach Assistant. The Outreach Assistant position has taken on additional duties that require the use of the Adobe Creative Cloud programs. This additional license cost will be \$59.99 plus tax, per month.

The vendor does not accept any other form of payment.

Staff urges your approval.

Approval

Disapproval

Date

Date

6-25-24

## STORY COUNTY UTILITY PERMIT

Date 06/13/2024

To the Board of Supervisors, Story County, Iowa:

The Alliant Energy Company, incorporated under the laws of authorize to do business within the State of Iowa, with its principal place of business at 4902 N Biltmore Ln, Madison, WI 53718, 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 optical fiber on secondary route See Note 1, from See Note 1 to See Note 1, a distance of See Note 1 miles. \*\*\*Note 1: Please refer to attachment #1 for work site location information

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:

Installation of underground optical fiber in conduit by the means of plow or boring. Boring will be used to install conduit under roads and plowing will be used in open spaces. Plowing will open the earth, lay the conduit and reclose the earth to previous condition.

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 06/13/2024

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

Edward Gilkes 608-458-6242  
by Phone no.

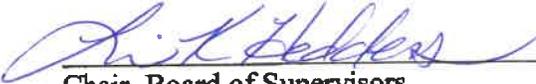
Recommended for Approval:

Date 6-18-24

  
County Engineer 515-382-7355  
Phone no.

Approved:

Date 6-25-24

  
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.**

**Story County Roads Information:**

Sr. No.	County Road	Intersection		Distance (in miles)	Section	Township	Range
		From	To				
1	653rd Avenue (CR S27)	Maxwell North Substation	5th Street	1.42	22	82N	22W
2	Baldwin Street	5th Street	2nd Street	0.31	27	82N	22W
3	2nd Street	Baldwin Street	Army Post Road	0.14	27	82N	22W
4	322nd Street	Army Post Road	640th Avenue	0.54	27, 28	82N	22W
5	640th Avenue	322nd Street	State Highway 210	0.98	28, 33	82N	22W
6	570th Avenue	State Highway 210	CR E63 (315th Street)	3.7	18, 19, 30	82N	23W
7	303rd Lane	570th Avenue	I - 35	0.62	18	82N	23W
8	300th Street	I - 35	560th Avenue	0.26	18	82N	23W
9	560th Avenue	300th Street	CR E63 (315th Street)	3.6	18	82N	23W
10	W 1st Street (CR E63)	S 5th Ave	320th Street	0.22	24	82N	24W
11	320th Street	W 1st Street (CR E63)	520th Ave	3.19	23	82N	24W
12	520th Ave	320th Street	290th Street	4.04	21, 22, 23	82N	24W
					09, 16, 21	82N	24W

**RESOLUTION NO. 24-90  
APPROPRIATIONS RESOLUTION**

WHEREAS, it is desired to make appropriations for each different officer or department for the fiscal year beginning July 1, 2024, in accordance with section 331.434, subsection 6, Code of Iowa,

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Story County, Iowa, as follows:

*Section 1.* The following amounts are hereby appropriated from the resources of the county to the department or office listed:

<u>Dept# &amp; Name</u>	<u>\$ Amount</u>	<u>Dept# &amp; Name</u>	<u>\$ Amount</u>
01-Bd of Supervisors	633,825	02-Auditor	778,406
03-Treasurer	600,542	04-Attorney	1,761,733
05-Sheriff	6,476,951	07-Recorder	295,271
08-Animal Control	329,715	20-Engineer	4,696,155
10-General Betterment	1,462,316	21-Veteran Affairs	82,085
22-Conservation Bd	3,360,968	23-Environmental Hlth	235,343
24-IRVM	385,700	25-General Assistance	241,918
26-Group Homes	43,500	50-Human Serv. Center	361,828
51-Facilities Mngmt	492,445	52-Information Tech	997,026
53-Planning & Development	222,050	54-Justice Cntr Fac.	472,758
59-Heal & Human Serv	31,250	60-MHDS Local Serv	3,000
61-Juvenile Ct. Serv	60,025	99-Countywide Serv	15,345,148

*Section 2.* Subject to the provisions of other county procedures and regulations, and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or officer listed to make expenditures or incur obligations, effective July 1, 2024

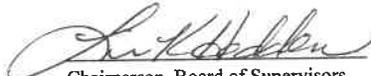
*Section 3.* In accordance with Section 331.434, Code of Iowa, no department or officer shall expend or contract to expend any money or incur any liability, or enter into any contract which by its terms involves the expenditure of money for any purpose in excess of the amounts appropriated pursuant to the resolution.

*Section 4.* If at any time during the 2024-2025 budget year the auditor shall ascertain that the available resources of a fund for that year will be less than said fund's total appropriations, she shall immediately so inform the board and recommend appropriate corrective action.

*Section 5.* The auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate the amount of the appropriations, the amounts charged thereto, and the unencumbered balance. The auditor shall report the status of such accounts to the applicable departments and officers monthly during the 2024-2025 budget year.

*Section 6.* All appropriations authorized pursuant to this resolution lapse at the close of business June 30, 2025.

Approved this 25th day of June 2024.

  
Chairperson, Board of Supervisors

Attest:   
County Auditor

ROLL CALL  
FOR ALLOWANCE

Lisa Heddens	Yea ✓	Nay	Absent
Latifah Faisal	Yea ✓	Nay	Absent
Linda Murken	Yea ✓	Nay	Absent

ALLOWED BY VOTE  
OF BOARD    Yea 3    Nay 0    Absent 0  
 Above tabulation made by   
CHAIRPERSON

**RESOLUTION NO. 24-91**

**RESOLUTION FOR INTERFUND OPERATING TRANSFERS**

WHEREAS, it is desired to authorize the auditor to periodically transfer money from the general basic fund to the general supplemental fund, secondary roads fund and capital projects fund; and from the rural services basic fund to secondary roads fund during Fiscal Year 2025 and

WHEREAS, said operating transfers are in accordance with section 331.429 and 331.432, 2024 Code of Iowa,

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors of Story County Iowa as follows:

Section 1. The total maximum transfer from the general basic fund to the secondary roads fund shall not exceed \$ 753,500;

Section 2. The total maximum transfer from the general basic fund to the general supplemental fund shall not exceed \$ 850,000;

Section 3. The total maximum transfer from the rural services fund to the secondary roads fund shall not exceed \$ 3,067,100;

Section 4. The total maximum transfer from the general basic fund to the capital projects fund shall not exceed \$ 1,250,000;

The amount of any transfer shall not exceed available fund balances in the transferring fund.

The auditor is directed to correct her books when said operating transfers are made and to notify the treasurer of the amounts.

Approved this 25th day of June, 2024

  
Chairperson, Board of Supervisors

Attest:   
County Auditor

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

 Above tabulation made by   
CHAIRPERSON



**STORY COUNTY  
BOARD OF SUPERVISORS  
LISA HEDDENS  
LINDA MURKEN  
LATIFAH FAISAL**

Story County Administration  
900 Sixth Street  
Nevada Iowa 50201  
515-382-7200  
515-382-7206 (fax)

June 18, 2024

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

RE: ASSET Policies and Procedures – Annual Revisions for Approval

Dear Board of Supervisors,

Attached is a copy of the ASSET Policy and Procedures Manual with proposed revisions as indicated. The Policies and Procedures were updated to cleanup and add clarifying language throughout the manual.

The most substantive change occurs on page 4, V. TENURE OF MEMBERS, E. The maximum number of years a Volunteer can serve is increased from seven to ten to match the change made in D, last year, to change the number of consecutive terms Volunteers can serve from two to three.

Approval is requested.

Respectfully,

  
Sandra King

Director of External Operations and County Services

Attachment – ASSET Policies and Procedures Manual

# ASSET

## POLICIES & PROCEDURES

**APPROVED**      **DENIED**

Board Member Initials: AKH

Meeting Date: 20-25-24

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

\_\_\_\_\_

\_\_\_\_\_

July 2024~~3~~

[www.storycountyasset.org](http://www.storycountyasset.org)

**Sponsoring Organizations:**

City of Ames  
Story County  
United Way of Story County  
ISU Student Government

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## **POLICIES AND PROCEDURES FOR ASSET**

By agreement among sponsoring organizations (Funders), a team shall be authorized by all sponsors but separate from any sponsor. The name of this process is "Analysis of Social Services Evaluation Team" or "ASSET."

### **I. PURPOSE**

- A. To promote coordination of human services planning and funding among the sponsoring organizations.
- B. To assess the human services needs in Story County and evaluate the capabilities of agencies to provide the programs that meet those needs.
- C. To provide funding recommendations to the governing bodies of the sponsoring organizations.

### **II. SPONSORING ORGANIZATIONS**

- A. Ames City Council (City)
- B. Story County Board of Supervisors (County)
- C. United Way of Story County (UWSC)
- D. ISU Student Government

### **III. TEAM STRUCTURE**

- A. The City, County, and UWSC shall each appoint six (6) volunteers and ISU Student Government will appoint four (4) volunteers, as voting members of the board (Volunteers).
- B. The City, County, UWSC, and ISU Student Government shall each appoint one staff person. The staff appointees shall be non-voting board members for the purpose of ASSET business (Staff).
- C. The Administrative Assistant shall be a contract position paid jointly by the Funders through a 28E Agreement and shall be a non-voting participant.
- D. The Community Impact Director is an employee of United Way of Story County and manages Clear Impact Scorecard, the outcome measurement database used by agencies in the ASSET process to track and report service outcomes. The role shall be a non-voting participant on the Administrative Team and ASSET Board.

#### **IV. TERMINATION**

A Sponsoring Organization may withdraw its participation in the Intergovernmental/ Agency Agreement to Fund Administrative Services for the ASSET Process on written notice to the other Sponsoring Organizations. Written notice shall be given no later than July 1 of any given year and termination will be effective June 30 of the following year. A shorter notice period may be granted upon agreement of the other Sponsoring Organizations though the date of termination shall remain June 30 of the given fiscal year. Each Sponsoring Organization shall remain liable for its pro rata share of expenses until withdrawal takes effect.

Upon withdrawal of a Sponsoring Organization, the remaining Sponsoring Organizations shall be responsible for equally contributing to the contract to fund the yearly expense for administrative services. A new or amended intergovernmental/agency funding agreement shall be filed with the Iowa Secretary of State as soon as is practical upon the withdrawal of any Sponsoring Organization.

#### **V. TENURE OF MEMBERS**

- A. The term of Volunteers shall be three (3) years. ASSET recognizes that ISU Student Government appointees may not be able to serve three-year terms.
- B. The terms of Staff shall be continuous until terminated by the appointing Funder.
- C. An unexpired term of a Volunteer shall be filled by the Funder that appointed that Volunteer.
- D. No Volunteer may serve more than three (3) consecutive full terms, except the Past Chair, Chair or Vice Chair may serve longer -to fulfill the duties of their offices.
- E. If a Volunteer is appointed to fill the remainder of an unexpired term, the newly appointed Volunteer is eligible to serve a maximum of ~~seventen~~ consecutive years unless conditions delineated in paragraph D above apply.
- F. If a Volunteer accumulates three consecutive unexcused absences in any one ASSET year (April through March), or otherwise fails to fulfill their responsibilities, the Funder may appoint a replacement Volunteer. An unexcused absence is defined as when a Volunteer does not notify their Ffunder representative and/or the Administrative Assistant about being absent. Notifying the Administrative Assistant is the preferred method.
- G. All Volunteers and Staff are required to sign Conflict-of-Interest and Confidentiality forms annually. (Appendix B).

#### **VI. OFFICERS**

- A. Officers shall be Chair, Vice Chair, Past Chair, and Treasurer, each of whom shall be elected for a one-year term by a quorum of the Volunteers.-
- B. Staff members are ineligible to hold an office.

- C. A Chair may not hold that office for more than two consecutive one-year terms.
- D. A vacancy in any office shall be filled by a majority vote of a quorum of the Volunteers for the unexpired portion of the term, except for the position of past chair, which would remain vacant should that Volunteer leave the ASSET process.
- E. The ASSET Chair is authorized to sign contracts, agreements, correspondence, and similar documents on behalf of ASSET with respect to operations of the ASSET board and/or response to letters from various sources. The Vice Chair may sign if the Chair is unavailable.

## VII. ASSET OPERATIONS

- A. Regular meetings of ASSET shall be held in accordance with Iowa's Open Meetings law. If circumstances warrant it, a meeting of ASSET may be canceled by the Administrative Team. An announcement of meeting cancellation will be posted, and notice sent to members and participating agencies as soon as possible under the circumstances.
- B. Unless otherwise specified, meetings shall be conducted according to Robert's Rules of Order. However, technical or non-substantive departures from these rules shall not invalidate any action taken at a meeting.
- C. Agendas will be posted at Ames City Hall and the ASSET website (<http://www.storycountyasset.org>) at least three days prior to the meeting, and notification sent electronically to each ASSET member and participating Agency.
- D. A quorum shall consist of one-half plus one of the currently appointed Volunteers. A majority vote of the quorum present shall constitute a decision of ASSET. In the event a quorum is not present, ASSET business may be conducted by a simple majority vote of those present, if at least one voting member from each Funder is represented. Exceptions to this include decisions for funding recommendations or changes to the Policies and Procedures, or anything that requires Funder approval. –
- E. The Chair may vote on all business that comes before ASSET and shall be included as part of the quorum.
- F. Special meetings may be called by the Chair or by petition of one-fourth of the Volunteers with not less than five days' written notice to the Volunteers and Staff by email or regular mail.
- G. \_\_\_\_\_ Minutes of ASSET meetings shall be recorded and distributed to Staff, Volunteers, and Agencies, by posting on the ASSET website (<http://www.storycountyasset.org>). Minutes shall be made public in accordance with the Iowa Open Records law.
- H. ASSET records will be retained for five years. This includes budget books, Administrative Team meeting agendas and minutes, ASSET Board meeting agendas and minutes, agency audits and form 990s, agency applications, agency requests for new/expanded services, and other agency correspondence.

**VIII. ADMINISTRATIVE TEAM OPERATIONS**

- A. Staff members, the Chair, the immediate past Chair, the Vice Chair, and the Treasurer, shall serve as an Administrative Team.
- B. The Administrative Team will meet prior to regular ASSET meetings. If there are no significant pending actions, an Administrative Team meeting may be canceled by the Chair or Vice Chair.
- C. All members of the Administrative Team shall be voting members on Administrative Team business, including staff members, except the ASSET Administrative Assistant -and the UWSC Community Impact Director.
- D. A quorum shall consist of more than half of the existing Administrative Team members. A quorum shall include at least one Volunteer. A majority vote of the quorum present shall constitute a decision of the Administrative Team.
- E. Minutes of the Administrative Team and ASSET shall be recorded and distributed to all Staff, Volunteers, and Agencies, by posting on the ASSET website (<http://www.storycountyasset.org>). Minutes shall be made public in accordance with the Iowa Open Records law.

**IX. COMMITTEES**

- A. Staff and committees shall have substantial responsibility for the operation of ASSET and for assisting the Volunteers. Committees may be established as follows:
  - 1. \_\_\_\_\_The Administrative Team may form committees to identify issues, perform studies, and bring recommendations to ASSET.
  - 2. ASSET may request committees to identify issues, perform studies, and bring recommendations to ASSET. Committee members may be appointed by the ASSET Chair.
  - 3. \_\_\_\_\_A Funder may request formation of a committee and make recommendations to ASSET with respect to membership on such committee. The ASSET Chair may appoint the committee members.

**X. DUTIES AND RESPONSIBILITIES OF ASSET**

- A. To make annual allocation recommendations to the Funders for services provided by participating agencies. The recommendations shall be consistent with instructions and priorities received from the Funders;
- B. To set a timetable each year for the funding recommendation process;
- C. To organize hearings for agency presentations regarding their proposed budgets and program plans;
- D. \_\_\_\_\_To review services and code definitions as assigned to agencies for use in the

budget and billing process;

- E. To develop and maintain an index of services offered in Story County (This index will be located in the ASSET Reference Manual for Volunteers and Agencies.);
- F. To meet with the Funders at least twice yearly (usually in January and September). At these meetings, each Funder has one vote. A majority of Funders present constitutes quorum;
- G. To perform any specific task that the Funders might request of ASSET.

## **XI. AGENCY PARTICIPATION**

### **All Agency Requirements**

- A. ASSET will annually review agencies and services, through the agency visit and budget process.
- B. Agencies shall annually provide comparative financial reports in accordance with Generally Accepted Accounting Practices (GAAP). Reports shall be submitted within six months after the close of the Agency's fiscal year. Reports will meet the following guidelines:
- C. Agencies with an annual budget below \$250,000 must, at least, submit an electronic copy of IRS Form 990 and a balance sheet prepared externally and independently to the ASSET Administrative Assistant.
- D. Agencies with an annual budget of \$250,000 or more must submit an electronic copy of their full comparative audit and an electronic copy of their IRS Form 990 to the ASSET Administrative Assistant.
- E. Any agency may request to be placed on the ASSET or Administrative Team's agenda by contacting the Administrative Assistant via email at [storycountyasset@gmail.com](mailto:storycountyasset@gmail.com)

### **New Agency Application Process**

- A. Agencies seeking funding eligibility must be serving clients within the geographic area of Story County and shall submit a letter of intent to the ASSET Administrative Team by the due date stated in the ASSET calendar. Agencies must meet the criteria outlined in the Application for ASSET Agency Participation (Appendix A). The application form can be found under the "Forms and Resources" tab on the ASSET website located at [www.storycountyasset.org](http://www.storycountyasset.org).
- B. Agencies shall complete required forms, and present verification of the stated criteria. All application documents shall be submitted to the ASSET Administrative Assistant to distribute to the ASSET Administrative Team.
- C. The ASSET Administrative Team shall ensure that the forms are complete and make recommendations to the Volunteers. The Volunteers will then approve or disapprove the recommendation.

- D. A written notification shall be sent to the Agency, stating its acceptance or the reason it was not accepted.
- E. Approval of an applicant Agency does not guarantee a subsequent funding allocation.

**Non-Participating Agencies**

Approved ASSET agencies not actively participating in the ASSET process (submitting budget request, reporting outcome data through Clear Impact Scorecard, participating in Liaison visits and agency hearings) for two consecutive budget years will be notified by July 1st in writing by the ASSET Chair or Vice Chair that they will be removed from the process effective the next available budget cycle.

Agencies designated as non-participating based on the criteria above can re-apply to be an ASSET agency by following the New ASSET Agency Application Process as described above.

**XII. FUNDING PROCESS**

- A. Each Agency program requesting funding shall be assigned to one or more of the three focus areas (Education, Financial Stability, or Health). An agency may have programs assigned to more than one focus area.
- B. Each Volunteer shall be assigned to one focus area and assigned to one ~~to one~~ to two agencies as a Liaison. Volunteers shall familiarize themselves with services within their assigned focus area.
- C. The Administrative Team shall prepare the appropriate budget and reporting forms for the agencies to complete and make the forms available via the ASSET website.
- D. Agencies must submit completed budget and reporting forms to ASSET for all approved services ~~to ASSET~~ by the date stated in the yearly ASSET calendar. Budgets must be completed as instructed. Failure to submit a completed budget by the deadline may result in not being considered for funding (e.g., budget requests submitted after the deadline in calendar year 2023 may not be considered for FY25 funding).
- E. Corrections to the Agency budget must be submitted by the deadline, unless otherwise granted an extension by the ASSET Administrative Team.
- F. Agencies must timely post Board of Directors meeting minutes to the virtual platform used by ASSET.
- G. The Administrative Team shall conduct an Agency training session on the date stated in the yearly ASSET calendar. Agency attendance at this meeting is required.
- .H Volunteers shall conduct Liaison visits to individual agencies as scheduled on the ASSET calendar. As part of the review process ASSET Volunteers will be asked

to attend an Agency or board meeting as outlined in the ASSET Reference Manual.

- I. Hearings for agencies shall be conducted each year as scheduled on the ASSET calendar.
- J. Recommendations for allocations shall be made by ASSET to the Funders after the hearings and work sessions are completed and approved by the ASSET Board.
- K. Funding recommendations will be posted on the ASSET website by the date stated on the ASSET calendar and agencies will be notified via email by the Administrative Assistant that recommendations are available ~~via email~~.
- L. If any Agency does not provide the required information, or provides information that is inadequate, incorrect, or not timely, ASSET shall make a report to the Funders that procedures were not followed and may recommend that funding be reduced, sequestered, or not allocated.
- M. ASSET agencies will collaborate and partner to provide services. The ASSET Administrative Team shall make a report to Funders if an agency does not make adequate efforts to coordinate services or respond to requests for information.

### **XIII. PLANNING PROCESS**

ASSET shall provide a community forum to work constructively and cooperatively in addressing human services concerns. This may be achieved by, but is not limited to:

- A. Participating in studies and developing strategies that enhance the delivery of human services within the county;
- B. Collecting and evaluating facts that provide valid data for decisions on program needs and effectiveness of current delivery;
- C. Evaluate the need for new or modified services and/or duplication of services;
- D. Promote and encourage collaboration among agencies for efficiencies;
- E. Review agency updates and reports on services as documented through Clear Impact Scorecard and other reporting documents.

### **XIV. CHANGES IN SERVICES**

#### **New or Expanded Services**

- A. Any ASSET Agency, providing services to Story County clients, that wishes to add new or expanded services, will report this information to the ASSET Administrative Team by completing and submitting the "Notification of New or Expanded Service" form by the date stated in the ASSET calendar. The Notification of New or Expanded Service form can be found under the "Forms

and Resources” tab on the ASSET website located at [www.storycountyasset.org](http://www.storycountyasset.org).

- B. The need for new or expanded services shall be identified and aligned with the Funder’s priorities and the priority areas from the most recent Story County Community Needs Assessment. Service changes should include increases in services beyond the normal expected growth, new or different services that impact staffing, or services that result in new clientele.
- C. The Administrative Team will review the information and determine if the service(s) meets criteria to be included in the ASSET funding process. The Administrative Team will inform the ASSET Board of the new/expanded service(s). This review and informing ASSET are not a commitment to funding. If ASSET requests additional information, a committee of Volunteers may be appointed to gather more information and report its finding to ASSET for further review.

### **Modifying Services**

- [A.] If an Agency modifies a service during the funding year, written notification must be given to Funders under contract 30 days prior to implementing changes. Each Funder will determine if funding should discontinue, or the modifications are acceptable and continue to fund, ~~or if funding will discontinue.~~

### **Reducing or Discontinuing Services**

- A. If an Agency is reducing or discontinuing a service, written notification should be submitted to the ASSET Administrative Team via the Administrative Assistant at [storycountyasset@gmail.com](mailto:storycountyasset@gmail.com) within 30 days of the Agency Board of Directors’ vote to reduce or discontinue a service.

### **Returning Services**

- A. An Agency requesting funding through ASSET for a service that had been previously funded by one or more Funders, and the last time the service was funded through ASSET was one or more funding cycles ago will need to complete a Notification of Returning Service form and submit it by the date stated on the ASSET calendar. The Notification of Returning Service form can be found under the “Forms and Resources” tab on the ASSET website [www.storycountyasset.org](http://www.storycountyasset.org)

- [B.] The need for the Returning Service shall be identified as well as an explanation of why funding through ASSET was discontinued or no longer pursued. The need should align with the Funder-s’ priorities and the priority areas from the most recent Story County Community Needs Assessment.

- B.[C.] The Administrative Team will review the information and determine if the service(s) meets criteria to be included in the next available ASSET funding cycle. The Administrative Team will inform the ASSET Board of the Returning Service request. This review and informing ASSET is not a commitment to funding. If ASSET requests additional information, a committee of Volunteers may be appointed to gather more information and report its findings to ASSET for

further review.

**XV. FUNDING APPEAL PROCESS**

- A. An Agency wishing to make an appeal may do so by following the individual Funders' appeal process. Contact the individual ASSET Funder staff representative for further information and forms.

**XVI. AMENDMENTS TO POLICIES AND PROCEDURES**

- A. These Policies and Procedures shall be reviewed annually prior to the May ASSET Board meeting.
- B. Amendments to the Policies and Procedures may be proposed by a Volunteer, a Staff member, or a Funder.
- C. A proposed amendment shall require a majority vote of quorum of the ASSET Board to recommend such amendment to the Funders.

## APPENDIX A

# ASSET (Analysis of Social Service Evaluation Team)

### CRITERIA FOR FUNDING ELIGIBILITY

Financial support through ASSET can be applied for by **human service agencies** that are serving clients within the geographic area of Story County and who meet the basic eligibility criteria. **Approval of an applicant agency does not guarantee a subsequent dollar allocation.** The allocation recommendation will be made on a service-by-service basis during the annual allocation process.

To be considered for financial support, agencies must comply with the following requirements and provide supporting documents to demonstrate compliance:

- A. The agency must be a non-profit corporation or chartered as a local unit of a non-profit corporation that has an IRS section 501(c)(3) status or local, state, or federal government agency (i.e., formed by a 28E Agreement) that has a presence within and serves the people of the State of Iowa.
- B. The agency must have articles of incorporation, bylaws, or other documents, which clearly define its purposes and function.
- C. The agency must have an Equal Opportunity Policy that has been approved by its Board of Directors.
- D. The agency must have been incorporated and actively providing services for at least one year at the time of the application.
- E. The agency must maintain in its budget and services a demarcation between any religious and other programs so that ASSET does not financially support religious purposes.
- F. The agency must demonstrate need and community support for the proposed service through letters of support, need assessments, or other documentation.
- G. The agency shall be governed by a Board of Directors or Advisory Board who serve without compensation and who approve and oversee the implementation of the budget and policies of the agency.
- H. Agencies that offer the following services shall not be eligible for funding from ASSET Funders:
  - 1. Agencies that are primarily political in nature.
  - 2. Agencies that provide services limited to the members of a particular religious group.
  - 3. Agencies that exist solely for the presentation of cultural, artistic, or recreational programs.
  - 4. Basic educational program services to be considered the mandated responsibility of the public education system.

The ASSET Reference manual includes the list of services currently considered for funding. Each service includes a Service Code Number, Service Code Name, Service Definition, Unit of Service and Category (Education, Financial Stability, and Health). Agencies applying to be included in the process must identify what services they would be requesting funds to support.

To apply as an ASSET Agency Participant, complete the Application for ASSET Agency Participation and send the request, including the documentation outlined in the application to: [storycountyasset@gmail.com](mailto:storycountyasset@gmail.com). The application form can be found under the "Forms and Resources" tab on the ASSET website [www.storycountyasset.org](http://www.storycountyasset.org) Please direct any questions to the ASSET Administrative Assistant.

**APPENDIX B – FORMS**

Organization: Story County Analysis of Social Services Evaluation Team (ASSET)

Policy: Conflict of Interest Policy

Date Adopted: 4/10/03

Date Revised:

Story County ASSET and its voting members/staff persons, hereinafter referred to as “board” and “board members(s)”, agree to the following conflict of interest policy hereinafter referred to as “policy”, as adopted and revised as indicated above:

1. The policy will be adopted yearly at the first regularly scheduled board meeting following the start of the fiscal year. Each board member is to review and sign the policy at the first board meeting prior to voting on any matters before the board (if applicable).
2. A new voting board member/staff person will be required to review and sign the policy prior to voting as a board member (if applicable) at the beginning of their term and/or the first meeting of the fiscal year.
3. It is the duty of a voting board member/staff person to disclose a conflict of interest to the full board when a conflict arises. Disclosure may be made at any time to the ASSET Administrative Team; hereinafter referred to as “the Team”, who shall then notify the full Board. A record of the conflict of interest shall be made at the first regularly scheduled board meeting following disclosure.
4. A conflict of interest is defined in chapter 68B, Iowa Code. The Iowa Code defines conflict of interest as that which evidences an advantage or pecuniary benefit for the member and/or their immediate family not available to others similarly situated. A violation for a conflict of interest is punishable by both civil and criminal penalties in the State of Iowa.
5. A “potential” conflict of interest is defined herein. A potential conflict of interest is when a voting board member/staff person has reason to believe there may be a conflict of interest. This potential conflict shall be disclosed in the same manner as a conflict. If, in the opinion of the Team, the circumstances meet the definition of a conflict of interest the matter shall then be disclosed to the full board and a record shall be made at the next regular meeting.
6. A voting board member/staff person with a conflict of interest shall not vote or use their personal influence with any board member on the matter in conflict.

I agree by my signature below that I have read the above Story County ASSET Conflict of Interest Policy and understand it and will abide by the terms and conditions as stated herein.

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

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Organization: Story County Analysis of Social Services Evaluation Team (ASSET)  
Policy: Conflict of Interest Policy  
Date Adopted: 4/10/03  
Date Revised:

### Story County ASSET Confidentiality Agreement

Individuals who serve with Story County ASSET in the following areas are required to sign the Confidentiality Agreement annually. Story County ASSET and its voting members/staff persons, hereinafter referred to as "board" and "board member(s)", agree to the following outlined below:

Individuals to sign include Board Member; Funder Staff; UWSC Community Impact Director; and ASSET Administrative Assistant.:

- ~~[1.] Board Member~~
- ~~[2.] Funder Staff~~
- ~~[3.] UWSC Community Impact Director~~
- ~~[4.] ASSET Administrative Assistant~~

Any individuals who have signed the Confidentiality Agreement and do not follow the terms of the Agreement may be removed from their position by the ASSET Administrative Team.

#### Agreement

I understand that through my involvement with Story County ASSET, I may receive or have access to confidential information. I agree that I will maintain in strict confidence any confidential information about which I become aware, whether written, oral, or visual. I also agree that I will not disclose, use, duplicate or otherwise divulge any confidential information directly or indirectly to any other person or entity except when appropriate in my work with Story County ASSET. I understand that any information shared during my involvement with Story County ASSET shall not be disclosed at any time beyond my involvement.

I agree that I will not knowingly alter, destroy, or mutilate documents (online or hard copy) with the intent to impede, obstruct or influence the accuracy and completeness of retained records.

Confidential Information includes, but is not limited to:

1. Information relevant to Funders that is not open to the public;
2. Individual ASSET funded agency data (ClearImpact Scorecard).
3. Non-public information concerning Story County ASSET's affairs.
4. Information relating to ASSET Agency program participants, including names, contact information, and any personal information.

#### Non-Confidential Information

This agreement shall not apply to any information that:

1. Is determined to be public records under Chapter 22 of the Iowa Code, the Iowa Open Records Law;
2. Is received by the board member from a third party not privy to this Agreement as a matter of right and the third party is under no obligation to keep the information confidential;
3. Was independently developed by the signee without reference to or use of the Confidential information;
4. Is disclosed by Story County ASSET in any publicly available regulatory filing; or
5. Is otherwise approved for release by written authorization of the Story County ASSET

**Administrative Team.**

**Date:**

**Name:**

**Signature:**



ATTORNEY'S OPINION

I, Daniel E. Bappe, hereby state that I am an Attorney at Law, duly admitted to the practice of law in the State of Iowa, with offices at 511 J Avenue, Nevada, Iowa 50201. I further state that I have examined the Abstract of Title to the following described real estate as of May 17, 2024, at 8:00 A.M. last certified by Abstract and Title Services of Story County:

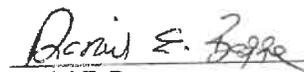
A subdivision of Parcel B of Lot 1 in 2M Estates Subdivision, an Agricultural Plat in the Northwest Quarter (NW ¼) of the Northeast Quarter (NE ¼) of Section 3, Township 82 North, Range 22 West of the 5th P.M., Story County, Iowa, being more currently described as follows: Beginning at the Northeast Corner of said Parcel B; thence following the boundary thereof S00°08'04"W, 481.90 feet to the Northeast Corner of Parcel A in said Northwest Quarter of the Northeast Quarter, as shown on the Plat of Survey filed in Book 11, Page 221; thence N87°24'27"W, 150.23 feet to the Northwest Corner thereof; thence S04°41'36"W, 282.22 feet to the Southwest Corner thereof; thence S87°19'04"E, 172.70 feet to the Southeast Corner of said Parcel A and a corner of said Parcel B of Lot 1; thence S00°08'04"W, 224.61 feet to the Southeast Corner of said Parcel B of Lot 1; thence N83°04'46"W, 224.45 feet; thence N01°35'37"E, 70.56 feet; thence N88°12'49"W, 87.74 feet; thence N00°34'02"W, 99.99 feet; thence N04°32'55"W, 307.11 feet; thence N11°04'26"W, 427.40 feet; thence N05°38'13"W, 65.64 feet to the Northwest Corner of said Parcel B of Lot 1; thence S89°42'43"E, 424.76 feet to the point of beginning, containing 6.62 acres, which includes 0.17 acres of existing public right of way.

Based upon information within the Abstract of Title, it is my opinion that title to said real estate is held as follows:

MICHAEL G. COUGHENOUR and SHIRLEY A. COUGHENOUR, husband and wife, are titleholders to the above-described real estate.

Further, that the real estate is subject to easements and restrictions of record and the Zoning and Land Use Ordinances of Story County, Iowa.

Dated this 17<sup>th</sup> day of June, 2024.



Daniel E. Bappe  
511 J Ave.  
Nevada, IA 50201

Prepared by: Daniel E. Bappe P.O. Box 127 Nevada, IA 50201 Phone No. (515) 382-3578

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**CERTIFICATE OF TREASURER**  
**STORY COUNTY, IOWA**

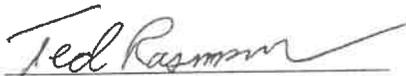
Re: Parcel No.: 150 3200 130

I, Ted Rasmussen, Treasurer of Story County, Iowa, certify that the real estate to be known as PLAT OF 2M ESTATES SUBDIVISION, PLAT 3, Story County, Iowa, and described as follows, to-wit:

A subdivision of Parcel B of Lot 1 in 2M Estates Subdivision, an Agricultural Plat in the Northwest Quarter of the Northeast Quarter of Section 3, Township 82 North, Range 22 West of the 5th P.M., Story County, Iowa, being more currently described as follows: Beginning at the Northeast Corner of said Parcel B; thence following the boundary thereof S00°08'04"W, 481.90 feet to the Northeast Corner of Parcel A in said Northwest Quarter of the Northeast Quarter, as shown on the Plat of Survey filed in Book 11, Page 221; thence N87°24'27"W, 150.23 feet to the Northwest Corner thereof; thence S04°41'36"W, 282.22 feet to the Southwest Corner thereof; thence S87°19'04"E, 172.70 feet to the Southeast Corner of said Parcel A and a corner of said Parcel B of Lot 1; thence S00°08'04"W, 224.61 feet to the Southeast Corner of said Parcel B of Lot 1; thence N83°04'46"W, 224.45 feet; thence N01°35'37"E, 70.56 feet; thence N88°12'49"W, 87.74 feet; thence N00°34'02"W, 99.99 feet; thence N04°32'55"W, 307.11 feet; thence N11°04'26"W, 427.40 feet; thence N05°38'13"W, 65.64 feet to the Northwest Corner of said Parcel B of Lot 1; thence S89°42'43"E, 424.76 feet to the point of beginning, containing 6.62 acres, which includes 0.17 acres of existing public right of way.

Now known as PLAT OF 2M ESTATES SUBDIVISION, PLAT 3, Story County, Iowa, is free from taxes and special assessments as of this date.

Dated this 10 day of June, 2024



Ted Rasmussen  
Treasurer, Story County, Iowa

Prepared by/Return to: Daniel E. Bappe P.O. Box 127 Nevada Phone No. (515) 382-3578

**CONSENT AND DEDICATION**

KNOW ALL PERSONS BY THIS INSTRUMENT:

That MICHAEL G. COUGHENOUR and SHIRLEY A. COUGHENOUR, husband and wife, do hereby covenant that they are the lawful owners of real estate described as:

See Attachment

They hereby certify, acknowledge and declare that the platting of this real estate to be known as 2M ESTATES SUBDIVISION, PLAT 3, STORY COUNTY, IOWA, is with their free consent and in accordance with their desires as proprietors.

  
MICHAEL G. COUGHENOUR

  
SHIRLEY A. COUGHENOUR

STATE OF IOWA, STORY COUNTY,

This instrument was acknowledged before me on the 29<sup>th</sup> day of May, 2024, by MICHAEL G. COUGHENOUR and SHIRLEY A. COUGHENOUR.



 Iowa  
Notary Public in and for said State

**ATTACHMENT B**

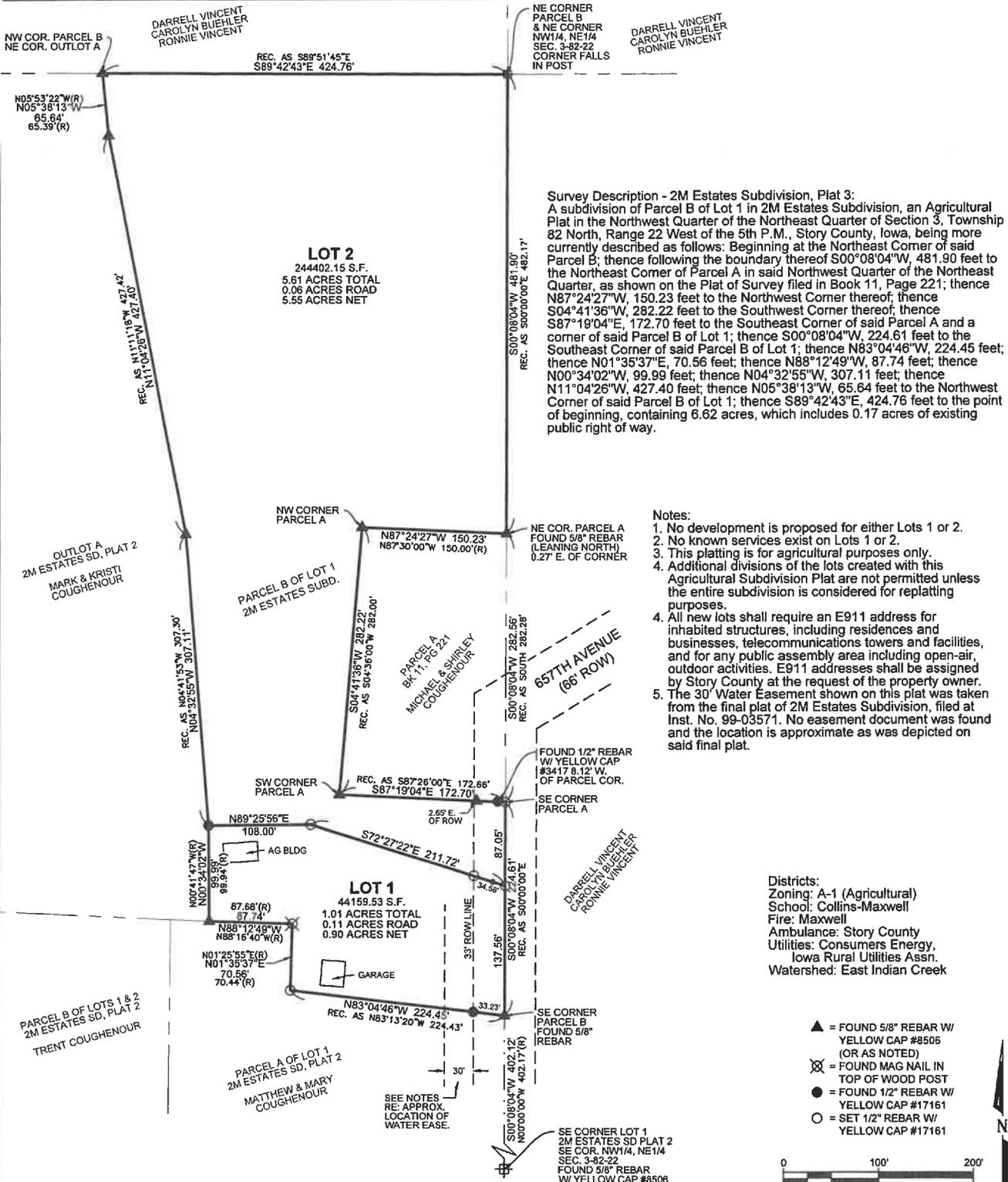
FINAL PLAT  
**2M ESTATES SUBDIVISION, PLAT 3**  
 AGRICULTURAL SUBDIVISION

LOCATION: PARCEL B OF LOT 1 IN 2M ESTATES SUBDIVISION  
 NW1/4, NE1/4 SECTION 3-82-22  
 STORY COUNTY, IOWA

PROPRIETOR: MICHAEL G. & SHIRLEY A. COUGHENOUR  
 28243 357TH AVE.  
 MAXWELL, IA 50161

REQUESTED BY: TRENT COUGHENOUR  
 28315 657TH AVE. MAXWELL, IA 50161

PREPARED BY & RETURN TO: R. BRADLEY STUMBO, PLS #17161  
 STRAND ASSOCIATES, INC.  
 AMES, IA 50010  
 515-233-0000

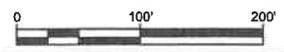


**Survey Description - 2M Estates Subdivision, Plat 3:**  
 A subdivision of Parcel B of Lot 1 in 2M Estates Subdivision, an Agricultural Plat in the Northwest Quarter of the Northeast Quarter of Section 3, Township 82 North, Range 22 West of the 5th P.M., Story County, Iowa, being more currently described as follows: Beginning at the Northeast Corner of said Parcel B; then following the boundary thereof S00°08'04"W, 481.90 feet to the Northeast Corner of Parcel A in said Northwest Quarter of the Northeast Quarter, as shown on the Plat of Survey filed in Book 11, Page 221; thence N87°24'27"W, 150.23 feet to the Northwest Corner thereof; thence S04°41'36"W, 282.22 feet to the Southwest Corner thereof; thence S87°19'04"E, 172.70 feet to the Southeast Corner of said Parcel A and a corner of said Parcel B of Lot 1; thence S00°08'04"W, 224.61 feet to the Southeast Corner of said Parcel B of Lot 1; thence N83°04'46"W, 224.45 feet; thence N01°35'37"E, 70.56 feet; thence N88°12'49"W, 87.74 feet; thence N00°34'02"W, 99.99 feet; thence N04°32'55"W, 307.11 feet; thence N11°04'26"W, 427.40 feet; thence N05°38'13"W, 65.64 feet to the Northwest Corner of said Parcel B of Lot 1; thence S89°42'43"E, 424.76 feet to the point of beginning, containing 6.62 acres, which includes 0.17 acres of existing public right of way.

- Notes:
1. No development is proposed for either Lots 1 or 2.
  2. No known services exist on Lots 1 or 2.
  3. This platting is for agricultural purposes only.
  4. Additional divisions of the lots created with this Agricultural Subdivision Plat are not permitted unless the entire subdivision is considered for replatting purposes.
  4. All new lots shall require an E911 address for inhabited structures, including residences and facilities, telecommunications towers and facilities, and for any public assembly area including open-air, outdoor activities. E911 addresses shall be assigned by Story County at the request of the property owner.
  5. The 30' Water Easement shown on this plat was taken from the final plat of 2M Estates Subdivision, filed at Inst. No. 99-03571. No easement document was found and the location is approximate as was depicted on said final plat.

Districts:  
 Zoning: A-1 (Agricultural)  
 School: Collins-Maxwell  
 Fire: Maxwell  
 Ambulance: Story County  
 Utilities: Consumers Energy,  
 Iowa Rural Utilities Assn.  
 Watershed: East Indian Creek

- ▲ = FOUND 5/8" REBAR W/ YELLOW CAP #8505 (OR AS NOTED)
- ⊗ = FOUND MAG NAIL IN TOP OF WOOD POST
- = FOUND 1/2" REBAR W/ YELLOW CAP #17161
- = SET 1/2" REBAR W/ YELLOW CAP #17161



I hereby certify that this land surveying document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

*R. Bradley Stumbo*  
 R. BRADLEY STUMBO, PLS  
 License number 17161

6/07/2024  
 DATE

My license renewal date is December 31, 2025.

**STRAND ASSOCIATES®**  
 Strand Associates, Inc.  
 414 South 17th Street, Suite 107  
 Ames, Iowa 50010  
 Phone: (515) 233-0000  
 FAX: (515) 233-0103



# Staff Report

Board of Supervisors

Date of Meeting:

June 25, 2024

**Case Number SUB24-000006**

2M Estates, Plat 3 Agricultural Subdivision

Resolution No. 24-88

**APPLICANT:**

Mike Coughenour

28243 657<sup>th</sup> Avenue

Maxwell, IA 50161

**STAFF PROJECT MANAGER:**

Andrea Wagner, Planner

**SUMMARY:**

An Agricultural Subdivision request for Parcel 15-03-200-130 to create two lots out of one existing parcel and plat them as follows:

- Proposed Lot 1, a 0.90 net-acre lot, which contains pasture and agricultural buildings.
- Proposed Lot 2, a 5.55 net-acre lot, which contains pasture.

The property owner has proposed to sell Lot 1 to a family member who is engaged in farming. Planning and Development staff recommend approval of the proposed Agricultural Subdivision Plat.





**Property Owner**

Michael G. and Shirley A. Coughenour

**Parcel Identification Number(s)**

15-03-200-130

**Size of Area**

6.47 net-acres

**Location of Subdivision**

Indian Creek Township (Section 3, Township 82, Range 22), NW NE

**Districts**

A-1 Agricultural District  
Story County Ambulance and Maxwell Fire District  
Collins-Maxwell School District  
Consumers Energy and Iowa Rural Utilities Association  
East Indian Creek

**Description of Proposed Subdivision and Current Land Use**

The application is to consider a request for an Agricultural Subdivision to split one existing parcel and plat it as two lots to be used for agricultural purposes. Proposed Lot 1 will be sold to a family member who is involved in a farming operation, while Lot 2 will continue to be used and farmed by the existing property owners as pasture. The subject property is currently in pasture, and also has agricultural buildings in the southernmost portion of the property (what will become Lot 1).

The proposed lots are zoned A-1 Agricultural, and designated as Agricultural Conservation and Natural Resource Areas in the Capstone (C2C) Comprehensive Plan Future Land Use Map. Agricultural Conservation Areas “encompass large areas of highly valuable farmland, with farming and agricultural production as the primary activity.” Principles for the designation include encouraging high-value agriculture lands to remain in production. Principles for Natural Resource Areas include discouraging development and mitigating its impacts.

Lots created through an Agricultural Subdivision are not considered development lots (see Section [87.06](#)). A note has been added to the plat that the lots are not intended for development.

**Subject Property and Current Surrounding Land Use**

The property is located in Indian Creek Township. Adjacent properties include:



### **North**

A 40 net-acre parcel owned by Darrel E. Vincent, Carolyn Buehler, and Ronnie D. Vincent, which is in row crop and pasture.

### **East**

A 38.41 net-acre parcel owned by Darrel E. Vincent, Carolyn Buehler, and Ronnie D. Vincent, which is currently in row crop, and includes agricultural buildings and a timbered area.

A 1.01 net-acre lot owned by Michael G. and Shirley E. Coughenour that contains an existing dwelling.

### **West**

A 28.45 net-acre parcel owned by Mark T. and Kristi S. Coughenour, which contains row crops and a timbered area.

### **South**

A 3.48 net-acre lot owned by Matthew D. and Mary P. Coughenour, containing a dwelling and agricultural buildings.

## **Applicable Regulations – Story County Land Development Regulations**

### **87.06 AGRICULTURAL SUBDIVISION PLAT**

1. A subdivision may be submitted for review and approval as an Agricultural Subdivision Plat when all of the following are true:
  - a. The lots created by the subdivision are intended to be used for agricultural purposes;
  - b. The subdivision contains no new development lots;
  - c. The subdivision includes no land set apart for new streets, alleys, parks, dedicated open space, school property or public use;
  - d. The subdivision lies wholly within the A-1 or A-2 Districts. (Ordinance No. 184)
  - e. No Residential or Minor subdivisions have been approved for the tract(s) being divided after December 31, 2003. (Ordinance No. 160)

### **Commentary**

The following comments are part of the official record of the proposed Agricultural Subdivision Plat—2M Estates, Plat 3 Agricultural Subdivision, **Case No. SUB24-000006**. If necessary, conditions of approval may be formulated based on these comments.

### **Comments from the Interagency Review Team**

The application materials were forwarded to the members of the Interagency Review Team, and the following applicable comments were received from staff:



County Auditor's Office:

No comments.

Planning and Development Staff:

All comments were addressed.

**Comments from the General Public**

Notification letters regarding the public meeting on the subdivision request were mailed to surrounding property owners within a ¼ mile of the subject property on June 18, 2024.

No comments were received as of the writing of this report.

**Comments from Cities within Two Miles**

No cities are within two miles of the proposed subdivision.

Analysis

Points to consider in evaluating the applicant's request to divide their property through the Agricultural Subdivision Plat process to create two (2) lots for agricultural use.

1. The goal of the subdivision is to partition land and to sell one of the proposed lots to a family member.
2. The subdivision meets all requirements and standards for an Agricultural Subdivision.
3. The use of the proposed lots will remain agricultural.
4. The lots are not to be used for development unless in conformance with the Story County Land Development Regulations.
5. Additional divisions of the lots created with the agricultural subdivision are not permitted unless the entire subdivision is considered for platting purposes.

Alternatives

Story County Planning & Development Staff recommend the approval of the 2M Estates Subdivision, Plat 3, an Agricultural Subdivision, as submitted (alternative #1).

1. **The Story County Board of Supervisors approves Resolution #24-88, the 2M Estates Subdivision, Plat 3, as put forth in SUB24-000006.**
2. The Story County Board of Supervisors approves Resolution #24-88, the 2M Estates Subdivision, Plat 3, with conditions, as put forth in SUB24-000006.
3. The Story County Board of Supervisors denies Resolution #24-88, the 2M Estates Subdivision, Plat 3, as put forth in SUB24-000006.
4. The Story County Board of Supervisors tables the decision on Resolution #24-88, the 2M Estates Subdivision, Plat 3, as put forth in SUB24-000006 and directs the applicant to address specific areas for additional information, review and/or modifications, and to work with staff to place the subdivision plat back on the Board of Supervisors' agenda.

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

Prepared By: Andrea Wagner, Story County Planning and Development, 900 6<sup>th</sup> Street, Nevada, IA 50201 (515) 382-7245  
Please Return to the Story County Planning & Development Department

**STORY COUNTY IOWA  
RESOLUTION OF THE BOARD OF SUPERVISORS  
RESOLUTION NUMBER 24-92**

WHEREAS, there has been submitted to the Board of Supervisors of Story County, Iowa, an application to subdivide real estate from Austin Heeren of Brekken, Wynia & Hyland, P.C., 523 Broad Street, PO Box 160, Story City, IA 50248, involving real estate located at 12626 567<sup>th</sup> Avenue, Story City, IA 50248, in Section 18 of Howard Township, identified as Parcel #02-18-400-105 and hereinafter described on Attachment A and shown on Attachment B, and

WHEREAS, Doolittle Investments, 3129 3<sup>rd</sup> Avenue SW, Altoona, IA 50009, is the legal titleholder of said real estate, and

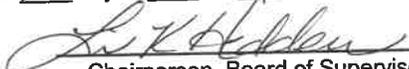
WHEREAS, it appears that all conditions and requirements prescribed by Chapter 354 and Chapter 355, Code of Iowa, and as prescribed by the Story County C2C Plan and the Code of Ordinances of Story County, Iowa, have been complied with and met,

AND WHEREAS, it is the opinion of the Board of Supervisors of Story County, Iowa, that it is advisable and in the best interests of Story County, Iowa, and all persons concerned, that said Plat be approved and accepted.

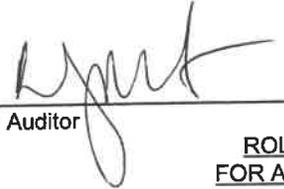
NOW, THEREFORE, BE IT RESOLVED that the Residential Parcel Subdivision Plat of the Grand Oaks Subdivision involving real estate hereinafter described on Attachment A and shown on Attachment B being the same, is hereby approved and accepted, and all acts and deeds of the said owners and grantors in the premises are hereby confirmed and approved, and the real estate hereinafter described on Attachment A and shown on Attachment B shall hereinafter be known as Grand Oaks Subdivision.

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 24-92 to be affixed to said Final Plat upon its approval by the Board of Supervisors.

Dated this 25<sup>th</sup> day of JUNE, 2024.

  
Chairperson, Board of Supervisors

Attest:

  
County Auditor

<u>ROLL CALL</u>	<u>Latifah Faisal</u>	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
<u>FOR ALLOWANCE</u>	<u>Lisa Heddens</u>	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
	<u>Linda Murken</u>	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>

ALLOWED BY VOTE  
OF BOARD

Yea 3 Nay 0 Absent 0

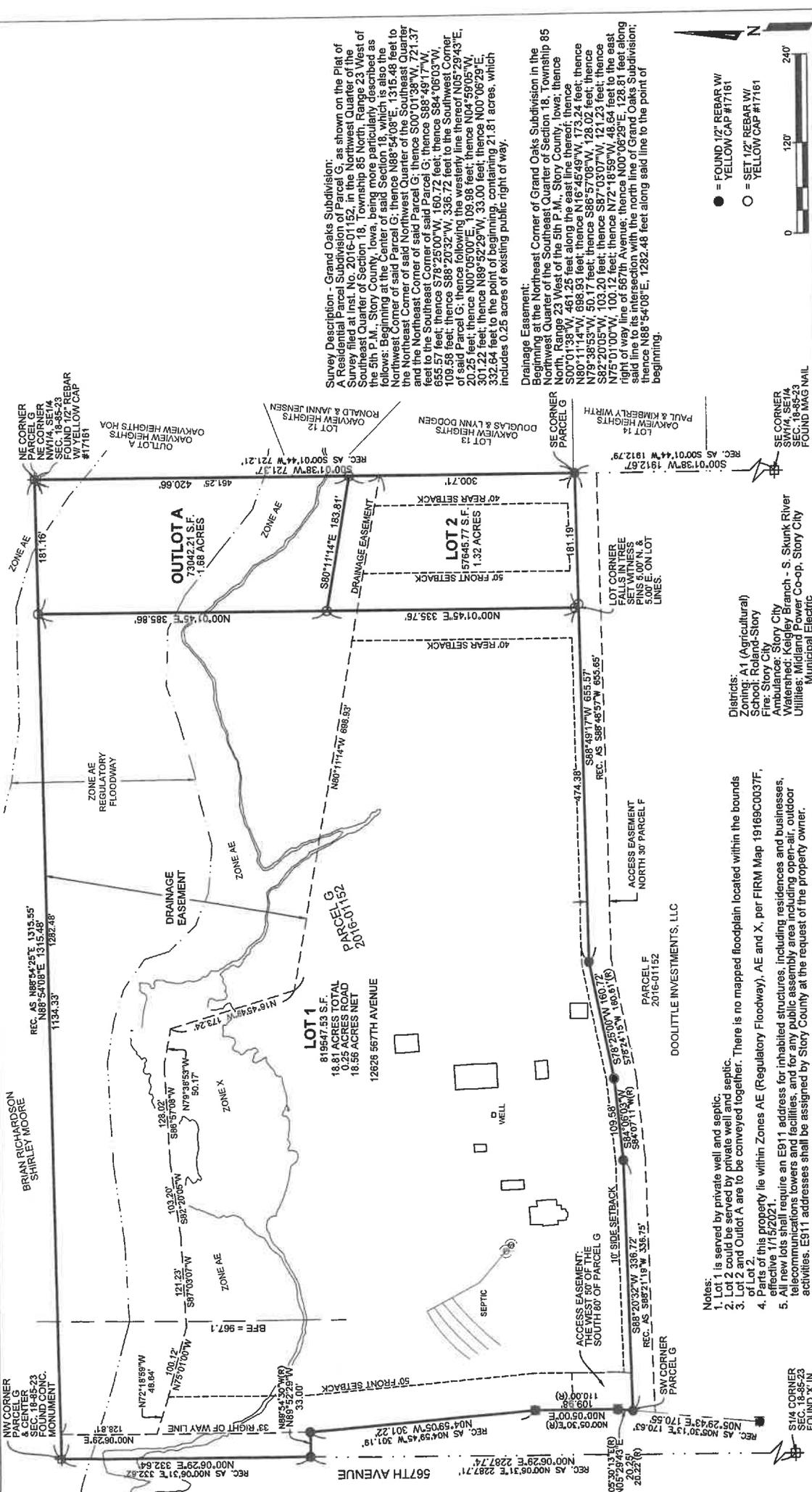
  
CHAIRPERSON Above tabulation made by 

**ATTACHMENT A**

**Survey Description:**

A Residential Parcel Subdivision of Parcel G in the Northwest Quarter of the Southeast Quarter of Section 18, Township 85 North, Range 23 West of the 5th P.M., Story County, Iowa, being more particularly described as follows: Beginning at the Center of said Section 18, which is also the Northwest Corner of said Parcel G; thence N88°54'08"E, 1315.48 feet to the Northeast Corner of said Northwest Quarter of the Southeast Quarter and the Northeast Corner of said Parcel G; thence S00°01'38"W, 721.37 feet to the Southeast Corner of said Parcel G; thence S88°49'17"W, 655.57 feet; thence S78°25'00"W, 160.72 feet; thence S84°06'03"W, 109.58 feet; thence S88°20'32"W, 336.72 feet to the Southwest Corner of said Parcel G; thence following the westerly line thereof N05°29'43"E, 20.25 feet; thence N00°05'00"E, 109.98 feet; thence N04°59'05"W, 301.22 feet; thence N89°52'29"W, 33.00 feet; thence N00°06'29"E, 332.64 feet to the point of beginning, containing 21.81 acres, which includes 0.25 acres of existing public right of way.

**ATTACHMENT B**



**Survey Description - Grand Oaks Subdivision:**  
 The Residential Parcel G, Subdivision of Parcel G, as shown on the Plat of the Southeast Quarter of Section 18, Township 85 North, Range 23 West of the 5th P.M., Story County, Iowa, being more particularly described as follows: Beginning at the Center of said Section 18, which is also the Northwest Corner of said Parcel G; thence N88°54'08"E, 1315.48 feet to the Northeast Corner of said Parcel G; thence S00°01'38"W, 721.37 feet to the Southeast Corner of said Parcel G; thence S88°48'17"W, 655.57 feet; thence S78°25'00"W, 160.72 feet; thence S84°06'03"W, 109.58 feet; thence N00°05'00"E, 109.98 feet; thence N04°59'05"E, 301.22 feet; thence N89°52'29"W, 33.00 feet; thence N04°06'29"E, 332.64 feet to the point of beginning, containing 21.81 acres, which includes 0.25 acres of existing public right of way.

**Drainage Easement:**  
 Beginning at the Northeast Corner of Grand Oaks Subdivision in the Northwest Quarter of the Southeast Quarter of Section 18, Township 85 North, Range 23 West of the 5th P.M., Story County, Iowa; thence S00°01'38"W, 461.25 feet along the east line thereof; thence N80°11'14"W, 50.17 feet; thence S88°57'08"W, 173.24 feet; thence N79°38'55"W, 50.17 feet; thence S88°57'08"W, 128.02 feet; thence S82°20'05"W, 103.20 feet; thence S87°03'07"W, 121.23 feet; thence N75°01'00"W, 100.12 feet; thence N72°18'59"W, 48.64 feet to the east right of way line of 667th Avenue; thence N00°06'29"E, 128.81 feet along said line to its intersection with the north line of Grand Oaks Subdivision; thence N88°54'08"E, 1282.48 feet along said line to the point of beginning.

**Districts:**  
 Zoning: A1 (Agricultural)  
 School: Roland-Story  
 Fire: Story City  
 Ambulance: Story City  
 Water: Kelgley Branch - S. Skunk River  
 Utilities: Midland Power Co-op, Story City Municipal Electric

**Owner:**  
 Doollittle Investments, LLC  
 3129 3rd Ave. SW  
 Altoona, IA 50009

**Developer:**  
 Douglas Dodgen  
 12627 Oakview Cir  
 Story, IA 50248  
 515-680-0597

**Notes:**  
 1. Lot 1 is served by private well and septic.  
 2. Lot 2 could be served by private well and septic.  
 3. Lot 2 and Outlot A are to be conveyed together.  
 4. Parts of this property lie within Zones AE (Regulatory Floodway), AE and X, per FIRM Map 19169C0037F, effective 1/15/2021.  
 5. All new lots shall require an EB11 address for inhabited structures, including residences and businesses, telecommunications towers and facilities, and for any public assembly area including open-air, outdoor activities. EB11 addresses shall be assigned by Story County at the request of the property owner.

**FINAL PLAT**  
**GRAND OAKS SUBDIVISION**  
 A RESIDENTIAL PARCEL SUBDIVISION OF PARCEL G  
 NW1/4, SE1/4 SEC. 18-85-23, STORY COUNTY, IOWA  
 JOB# 7229.154 DATE: 6/10/24 PAGE 1 OF 1

**Owner:**  
 Doollittle Investments, LLC  
 3129 3rd Ave. SW  
 Altoona, IA 50009

**Developer:**  
 Douglas Dodgen  
 12627 Oakview Cir  
 Story, IA 50248  
 515-680-0597

**Surveyor:**  
 R. Bradley Stumbo, PLS  
 License number 17161  
 My license renewal date is December 31, 2025.



Prepared by & Return to: Austin J. Heeren, 523 Broad St., P. O. Box 160, Story City, IA 50248 Ph: 515-733-4377

**ACKNOWLEDGEMENT OF CONSENT AND DEDICATION OF  
GRAND OAKS SUBDIVISION, STORY COUNTY, IOWA**

**STATE OF IOWA**

**ss:**

**COUNTY OF STORY**

**KNOW ALL MEN BY THESE PRESENTS:**

That Doolittle Investments, LLC, an Iowa Limited Liability Company, does hereby covenant that it is the lawful owner and record fee title owner of the following-described real estate situated in Story County, Iowa, to-wit:

Parcel "G" a part of the Northwest Quarter (NW1/4) of the Southeast Quarter (SE1/4) of Section Eighteen (18), Township Eighty-five (85) North, Range Twenty-three (23) West of the 5<sup>th</sup> P.M. Story County, Iowa, as shown on the Plat of Survey recorded on February 12, 2016, as Inst. No. 16-01152, slide 529, Page 6.

Subdivision contains: 21.81 acres.

and that Doolittle Investments, LLC does hereby certify that the accompanying plat prepared by Strand Associates, R. Bradley Stumbo, License No. 17161, License Renewal 12-31-25, dated

6-10-2024, of Grand Oaks Subdivision, Story County, Iowa, a copy of which is

attached hereto and by this reference made a part hereof, is with its free consent and in accordance with its desire as proprietor.

WITNESS my hand this 28<sup>th</sup> day of May, 2024.



Doolittle Investments, LLC  
By: Aaron Holt  
Its: Manager

STATE OF IOWA

SS:

COUNTY OF STORY

This instrument was acknowledged before me on this 28 day of May, 2024, by. Aaron Holt as manager of Doolittle Investments, LLC.

  
Notary Public in and for Iowa.



Said real estate to be known as Grand Oaks Subdivision, Story County, Iowa, is also described as:

A Residential Parcel Subdivision of Parcel G, as shown on the Plat of Survey filed at Inst. No. 2016-01152, in the Northwest Quarter of the Southeast Quarter of Section 18, Township 85 North, Range 23 West of the 5th P.M., Story County, Iowa, being more particularly described as follows: Beginning at the Center of said Section 18, which is also the Northwest Corner of said Parcel G; thence N88°54'08"E, 1315.48 feet to the Northeast Corner of said Northwest Quarter of the Southeast Quarter and the Northeast Corner of said Parcel G; thence S00°01'38"W, 721.37 feet to the Southeast Corner of said Parcel G; thence S88°49'17"W, 655.57 feet; thence S78°25'00"W, 160.72 feet; thence S84°06'03"W, 109.58 feet; thence S88°20'32"W, 336.72 feet to the Southwest Corner of said Parcel G; thence following the westerly line thereof N05°29'43"E, 20.25 feet; thence N00°05'00"E, 109.98 feet; thence N04°59'05"W, 301.22 feet; thence N89°52'29"W, 33.00 feet; thence N00°06'29"E, 332.64 feet to the point of beginning, containing 21.81 acres, which includes 0.25 acres of existing public right of way.

### **DRAINAGE EASEMENT**

Doolittle Investments, Inc. (collectively the "Grantor") does hereby convey to STORY COUNTY (the "county"), a Drainage Easement ("Easement") upon the following terms and conditions:

1. **LAND.** Grantor is the current owner of Parcel "G" a part of the Northwest Quarter (NW1/4) of the Southeast Quarter (SE1/4) of Section Eighteen (18), Township Eighty-five (85) North, Range Twenty-three (23) West of the 5<sup>th</sup> P.M. Story County, Iowa, as shown on the Plat of Survey recorded on February 12, 2016, as Inst. No. 16-01152, slide 529, Page 6.
2. **SUDIVISION.** Grantor has submitted an application for a subdivision described as:

A Residential Parcel Subdivision of Parcel G, as shown on the Plat of Survey filed at Inst. No. 2016-01152, in the Northwest Quarter of the Southeast Quarter of Section 18, Township 85 North, Range 23 West of the 5th P.M., Story County, Iowa, being more particularly described as follows: Beginning at the Center of said Section 18, which is also the Northwest Corner of said Parcel G; thence N88°54'08"E, 1315.48 feet to the Northeast Corner of said Northwest Quarter of the Southeast Quarter and the Northeast Corner of said Parcel G; thence S00°01'38"W, 721.37 feet to the Southeast Corner of said Parcel G; thence S88°49'17"W, 655.57 feet; thence S78°25'00"W, 160.72 feet; thence S84°06'03"W, 109.58 feet; thence S88°20'32"W, 336.72 feet to the Southwest Corner of said Parcel G; thence following the westerly line thereof N05°29'43"E, 20.25 feet; thence N00°05'00"E, 109.98 feet; thence N04°59'05"W, 301.22 feet; thence N89°52'29"W, 33.00 feet; thence N00°06'29"E, 332.64 feet to the point of beginning, containing 21.81 acres, which includes 0.25 acres of existing public right of way.

The subdivision is bisected by a watercourse as defined by the Code of Ordinances for Story County, Iowa. Pursuant to 88.05 of the Code of Ordinances of Story County, Iowa, Grantor is required to provide and to dedicate to the County an easement along each side of the stream, said easement for the maintenance and upkeep of the stream banks for erosion control.

3. EASEMENT AREA. The Easement shall encompass the area described in Exhibit A (the "Easement Area")
4. COUNTY RIGHTS. Within the Easement Area, the County shall have the perpetual right to implement necessary erosion control measures to maintain and upkeep the stream banks for surface water drainage, together with the perpetual right of ingress and egress between the Easement Area and adjacent public rights-of-way.
5. OBSTRUCTIONS. Grantor and their successors and assigns, shall not erect or place within the Easement Area, any building, structure, or improvement of any trees, shrubs, or other vegetation other than grass or comparable ground cover, unless having first obtained the prior written consent of the County.
6. TITLE WARRANTY. Grantor warrants to County that Grantor holds the Easement Area by title in fee simple; that Grantor has good and lawful authority to grant the easement rights herein provided for; and that any prior liens or encumbrances of the Easement Area will either be released forthwith or will be subordinated to the easement rights granted herein by duly executed and recorded subordination agreement.
7. ENTIRE AGREEMENT. This instrument constitutes the entire agreement between the parties and supersedes all prior statements, representations, promises and agreements, oral or written. No addition to or change in the terms of this Easement shall be binding upon the parties unless it is expressed in a writing signed by the parties.
8. BINDING ON SUCCESSORS. This Easement shall be permanent, shall run with the land, and shall be binding upon and inure to the benefit of the respective successors and assigns of all parties executing this Easement.
9. INTERPRETATION. Words and phrases used in this Easement shall be construed as in the single or plural number, and as masculine, feminine or neuter gender, according to the context. This Easement shall be governed exclusively by and construed in accordance with the laws of the State of Iowa. The paragraph headings in this

## EXHIBIT A

Beginning at the Northeast Corner of Grand Oaks Subdivision in the Northwest Quarter of the Southeast Quarter of Section 18, Township 85 North, Range 23 West of the 5th P.M., Story County, Iowa; thence S00°01'38"W, 461.25 feet along the east line thereof; thence N80°11'14"W, 698.93 feet; thence N16°45'49"W, 173.24 feet; thence N79°38'53"W, 50.17 feet; thence S86°57'08"W, 128.02 feet; thence S82°20'05"W, 103.20 feet; thence S87°03'07"W, 121.23 feet; thence N75°01'00"W, 100.12 feet; thence N72°18'59"W, 48.64 feet to the east right of way line of 567th Avenue; thence N00°06'29"E, 128.81 feet along said line to its intersection with the north line of Grand Oaks Subdivision; thence N88°54'08"E, 1282.48 feet along said line to the point of beginning.

Easement are for convenience only and in no way define or limit the scope or intent of any provisions of this Easement. This Easement may be executed in any number of counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same instrument.

Dated this 28<sup>th</sup> day of May, 2024.

Aaron Holt  
Doolittle Investments, LLC.

STATE OF IOWA COUNTY OF STORY ss:

This instrument was acknowledged before me this 28 day of May, 2024 by Aaron Holt as manager of Doolittle Investments, LLC.



Austin Heeren  
Notary Public for Said State

**ACCESS EASEMENT  
AND  
MAINTENANCE AGREEMENT**

**Regarding:**

A Residential Parcel Subdivision of Parcel G, as shown on the Plat of Survey filed at Inst. No. 2016-01152, in the Northwest Quarter of the Southeast Quarter of Section 18, Township 85 North, Range 23 West of the 5th P.M., Story County, Iowa, being more particularly described as follows: Beginning at the Center of said Section 18, which is also the Northwest Corner of said Parcel G; thence N88°54'08"E, 1315.48 feet to the Northeast Corner of said Northwest Quarter of the Southeast Quarter and the Northeast Corner of said Parcel G; thence S00°01'38"W, 721.37 feet to the Southeast Corner of said Parcel G; thence S88°49'17"W, 655.57 feet; thence S78°25'00"W, 160.72 feet; thence S84°06'03"W, 109.58 feet; thence S88°20'32"W, 336.72 feet to the Southwest Corner of said Parcel G; thence following the westerly line thereof N05°29'43"E, 20.25 feet; thence N00°05'00"E, 109.98 feet; thence N04°59'05"W, 301.22 feet; thence N89°52'29"W, 33.00 feet; thence N00°06'29"E, 332.64 feet to the point of beginning, containing 21.81 acres, which includes 0.25 acres of existing public right of way.

**KNOW ALL PERSONS BY THESE PRESENTS:**

**WHEREAS**, Doolittle Investments, LLC, an Iowa Limited Liability Company, (collectively "Doolittle") is now the current titleholder of the above-described property, and also the individual owner of Lot 1, Outlot A, and Lot 2 of Grand Oaks Subdivision as well as the owner of Parcel F all described as follows:

Lot 1 of Grand Oaks Subdivision to Story County, Iowa,

AND

Outlot A of Grand Oaks Subdivision to Story County, Iowa,

AND

Lot 2 of Grand Oaks Subdivision to Story County, Iowa,

AND

Parcel F in the Northwest Quarter of the Southeast Quarter of Section 18; Township 85 North, Range 23 West of the 5th P.M., Story County, Iowa, as shown on the Plat of Survey filed at Inst. No. 2016-01152.

**NOW THEREFORE**, Doolittle Investments the current owners of Lot 1, hereby grant to Doug Dodgen, his successors and assigns, an easement upon Lot 1, upon the following terms and conditions:

1. Easement Purpose. Doug Dodgen is a bona fide purchaser of Lot 2 and OUTLOT A. Lot 2 and Outlot A have no present access to a public road. The easement given in this Agreement provides ingress and egress from 567<sup>th</sup> Avenue across Lot 1 and Parcel F to Lot 2, a public road in and part of Story County, Iowa.
2. Easement for the Benefit of Lot 2. Doolittle hereby grants to Doug Dodgen and all subsequent owners, successors and assigns of said Lot 2, for the benefit of and appurtenant to Lot 2 and for the uses and upon the terms and conditions provided in this Agreement, the perpetual right to enter upon the following described portion of Lot 1 and Parcel F:

The West 50' of the South 80' of Parcel G a part of the Northwest Quarter (NW1/4) of the Southeast Quarter (SE1/4) of Section Eighteen (18), Township Eighty-five (85) North, Range Twenty-three (23) West of the 5<sup>th</sup> P.M. Story County, Iowa, as shown on the Plat of Survey recorded on February 12, 2016, as Inst. No. 16-01152, slide 529, Page 6.

AND

The North 30.00 feet of Parcel F, as shown on the Plat of Survey filed at Inst. No. 2016-01152, in the Northwest Quarter of the Southeast Quarter of Section 18; Township 85 North, Range 23 West of the 5th P.M., Story County, Iowa.

3. Easement Uses. The easements rights reserved in the Agreement shall be for the sole purpose of an ingress and egress route to Lot 2. The easement rights are for the benefit of the Owners of Lot 2, and its respective successors and assigns thereof. Neither the Owners of Lot 2, or the real estate described above shall obstruct or impair the use of the easement of the other.
4. Maintenance of Easement Area. The owners of Lot 1 shall be solely responsible for the reasonable maintenance and repair of the Easement area.
5. Non-Exclusive Easement. The rights granted under this easement Agreement are not exclusive. This Agreement shall not preclude the Owners of Lot 2 from granting similar easement

rights to third parties upon terms and conditions that may impair or diminish the rights granted under this Agreement.

6. Rights Reserved. Doolittle reserves any and all rights to continue to use and enjoy their property for any and all purposes that do not unreasonably interfere with or interrupt the enjoyment of the easement rights referenced in this Agreement.

7. Paragraph Headings, Enforcement of Agreement. Paragraph headings in this Agreement are for convenience only and in no way define or limit the scope or intent of any provisions herein. This Agreement shall be governed exclusively by and construed in accordance with the laws of the State of Iowa.

8. Equitable Rights of Enforcement. The rights granted in this Agreement may be enforced by restraining orders and injunctions, temporary or permanent, prohibiting interference and commanding compliance. Restraining orders and injunctions will be obtainable on proof of the existence of interference or threatened interference, without the necessity of proof of inadequacy of legal remedies or irreparable harm, and will be obtainable only by the Owners to, or those benefited by, this Agreement; provided, however, that the act of obtaining an injunction or restraining order will not be deemed to be an election of remedies or waiver of any other rights or remedies available to law or in equity.

9. Waiver Of Breach. The waiver by any party of a breach of any provision of this Agreement by any party shall not operate or be construed as a waiver of any subsequent breach by any party.

10. Successors And Assigns. This Agreement shall be binding upon and inure to the benefit of the parties hereto and his or its successors, heirs, executors, administrators, legal representatives and assigns; provided, however, that the rights and obligations of any party hereunder shall not be assignable.

11. Counterparts. This agreement may be executed in one or more counterparts, each counterpart to be considered to be an original portion of this Agreement. A signature supplied by facsimile or electronic copy shall Operate in all respects as an original signature.

12. Applicable Law. The law of the State of Iowa shall apply to any dispute arising out of or under this Agreement.

13. Severability. All agreements and covenants herein contained are severable, and in the event that any of them shall be held to be invalid by any competent court, this Agreement shall be interpreted as if such invalid Agreements were not contained herein.

[Signatures on following page]

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year written.

Dated: June 17, 2024

Aaron Holt

Doolittle Investments, LLC  
By: Aaron Holt, Manager

Doug Dodgen

Doug Dodgen

STATE OF IOWA, COUNTY OF Story

This record was acknowledged before me on June 17, 2024 by  
Aaron Holt as Manager of Doolittle Investments, LLC.

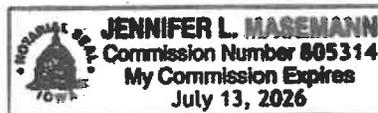


Austin Jay Heeren

Signature of Notary Public

STATE OF IOWA, COUNTY OF STORY

This record was acknowledged before me on June 17, 2024 by  
Doug Dodgen.



Jennifer L. Masemann

Signature of Notary Public

# BREKKEN, WYNIA & HYLAND, P.C.

ATTORNEYS AT LAW  
523 BROAD STREET  
P.O. BOX 160  
STORY CITY, IOWA 50248

J.C. BREKKEN  
(1919 - 2010)

THOMAS C. WYNIA  
JASON S. HYLAND

TEL - (515) 733-4377  
FAX - (515) 733-4379  
EMAIL  
twynia@brekkenlawoffice.com  
jhyland@brekkenlawoffice.com

## ATTORNEY'S TITLE OPINION

Date: January 9, 2024

Dodgen Trust  
c/o Doug Dodgen  
217 Duff Ave  
Ames, IA 50010

RE: Our Title Opinion No. 240103

The undersigned has examined the abstract of title to the property located in Story County, Iowa, described as:

Parcel "G" a part of the Northwest Quarter (NW 1/4) of the Southeast Quarter (SE 1/4) of Section Eighteen (18), Township Eighty-five (85) North, Range Twenty-three (23) West of the 5th P.M., Story County, Iowa, as shown on the "Plat of Survey" recorded on February 12, 2016, as Inst. No. 16-01152, Slide 529, Page 6.

Said abstract is last certified by Abstract and Title Services of Story County, covering the chain of title from root of title to December 28, 2023, at 8:00 o'clock a.m. and which abstract now contains 36 entries. After such examination, it is the opinion of the undersigned that a good and merchantable title to said property is in:

Doolittle Investments LLC,

subject to the following:

1. The lien of the taxes for the fiscal year beginning July 1, 2022, and ending June 30, 2023, (due and payable in the following fiscal year) and thereafter: First Installment paid in the amount of \$771.00; Second Installment unpaid in the amount of \$771.00.
2. Easements:
  - a. Entry No. 6 of the abstract shows an Easement to American Telephone and Telegraph Company, its associated and allied companies, its and their respective successors, assigns, lessees and agents dated

November 22, 1965, filed February 1, 1966, and recorded in Book 101, Page 339, in the records of the Story County Recorder's Office. Said easement grants and conveys a right of way and easement to construct, operate, maintain, replace and remove such communication systems as the grantees may from time to time require, consisting of underground cables, wires, conduits, drains and splicing boxes, and surface testing-terminals, repeaters, repeater housings and markers, manholes and other appurtenances, upon, over and under a strip of land twenty feet wide across the above-described real estate. For further particulars, see said entry of record.

- b. Entry No. 7 of the abstract shows an Electric Line Easement Overhang Agreement to Iowa Electric Light and Power Company, its successors and assigns, dated July 18, 1966, filed July 21, 1966, and recorded in Book 102, Page 581, in the records of the Story County Recorder's Office. Said easement grants and conveys a right of way and easement with the right, privilege and authority to construct, reconstruct, maintain, operate, patrol and remove an electric transmission line, or lines, consisting of poles, towers, crossarms, insulators, wires, guy wires, anchors, telephone wires, and other necessary fixtures, equipment and construction for transmitting electricity, together with the power to extend to any other party the right to use, jointly with the grantee, any pole placed pursuant to the provisions hereof, upon, over and across a portion of the above-described real estate. For further particulars, see said entry of record.
- c. Entry No. 14 of the abstract shows an Electric Line Easement to Iowa Electric Light and Power Company, its successors and assigns, dated November 16, 1993, filed December 6, 1993, and recorded in Book 570, Page 312, in the records of the Story County Recorder's Office. Said easement warrants and conveys a perpetual easement with the right, privilege and authority to construct, reconstruct, maintain, operate, patrol and remove an electric transmission line, or lines, consisting of poles, towers, crossarms, insulators, wires, guy wires, anchors, telephone wires, and other necessary fixtures, equipment and construction for transmitting electricity, communications and all Corporate purposes together with the power to extend to any other party the right to use, jointly with the grantee, pursuant to the provisions hereof, upon, over and across a portion of the above-described real estate. For further particulars, see said entry of record.
- d. Entry No. 20 of the abstract shows a Partial Easement Assignment between Interstate Power and Light Company to ITC Midwest LLC dated December 20, 2007, filed December 27, 2007, and recorded as Inst. No. 07-14599 in the records of the Story County Recorder's Office. For further particulars, see said entry of record.

3. Zoning: Entry No. 34 of the abstract shows that the property under examination is zoned as "A-1" - Agricultural. For further particulars, contact the Story County Zoning Administrator.
4. The property under examination is not subject to any other liens or encumbrances of record.

This opinion is subject to our standard exceptions, attached hereto and by this reference incorporated herein.

Sincerely,

A handwritten signature in blue ink, appearing to read "J. S. Hyland".

Jason S. Hyland, Attorney at Law  
Iowa Title Guaranty Number: 7731  
Brekken, Wynia & Hyland, P.C.

JSH/pao

## STANDARD EXCEPTIONS

Matters not covered by this opinion:

1. Rights or claims of parties in possession not shown by the public records.
2. Any encroachments, overlaps, boundary line disputes, easements, measurements, variations in area or content, party walls, or any other matters that an accurate survey and inspection of the premises would disclose.
3. Roads, ways, streams, or easements, not shown by the public records, riparian or water rights, and the title to any filled-in lands.
4. Any lien, or right to a lien, for services, labor, or material heretofore or hereafter furnished imposed by law and not shown by the public records.
5. Taxes or special assessments that are not shown as existing liens by the public records.
6. Defects, liens, encumbrances, adverse claims, or other matters, if any, created, first appearing in the public records, or attaching subsequent to the Effective Date hereof but prior to date the covered party acquires for value of record the estate or interest or mortgage thereon covered by this Opinion.
7. Restrictions as to building, occupancy, or usage contained in applicable zoning or other city or county ordinances.
8. Rights of access to and from highways and streets that may be designated as "controlled access facilities" by state or city authorities.
9. Rights of trustees in bankruptcy to set aside transfers of interest in real estate by bankrupt within one year prior to bankruptcy for inadequate consideration.
10. Environmental contamination of land now prohibited by Federal and State laws and regulations.
11. The abstract does not disclose whether the real property has access from a public right-of-way. You should determine whether the real property has a legal means of access to and from a public right-of-way, lack of which may impair or prevent its intended use.  
Requirement:
12. Matters of record not shown in the abstract(s).

Prepared by & Return To: Austin J. Heeren, 523 Broad St., P. O. Box 160, Story City, IA 50248 Ph: 515-733-4377

**CERTIFICATE OF TREASURER OF STORY COUNTY, IOWA**

STATE OF IOWA

SS:

COUNTY OF STORY

I, Ted Rasmusson, Treasurer of Story County, Iowa, having examined the records of my office in accordance with the provisions of Section 409.9 I.C., pertaining to real properties as described herein, to be hereafter designated as Grand Oaks Subdivision, do hereby certify that the same is free from real estate taxes.

Nor are there any personal taxes due and payable against the record titleholders of said real estate and that the above real estate is free from all taxes and special assessments so far as the records of the Story County Treasurer, Story County, Iowa, so reveal.

The property under examination is: Parcel No. 0218400105

Parcel "G" a part of the Northwest Quarter (NW1/4) of the Southeast Quarter (SE1/4) of Section Eighteen (18), Township Eighty-five (85) North, Range Twenty-three (23) West of the 5th P.M. Story County, Iowa, as shown on the Plat of Survey recorded on February 12, 2016, as Inst. No. 16-01152, slide 529, Page 6

Property surveyed subject to any and all easements of record.

The record titleholders of the above-described property is Doolittle Investments, LLC.

DATED at Nevada, Iowa, this 11<sup>th</sup> day of June, 2024.

(Treasurer's Seal)

STORY COUNTY TREASURER  
Story County, Iowa

By:

*Ted Rasmusson*  
*Ardan A. Baldwin, Deputy*

The following resolution was offered by Councilperson Ostrem, who moved its adoption.

**RESOLUTION NO. 24-39**

**A RESOLUTION WAIVING JOINT REVIEW AUTHORITY, IN FAVOR OF THE COUNTY, OF THE SUBDIVISION OF LAND OWNED BY DOOLITTLE INVESTMENTS LLC, IN ACCORDANCE WITH SECTION 354.9.2 OF THE CODE OF IOWA**

WHEREAS, Doolittle Investments LLC is the owner of property located in the unincorporated area of Story County, Parcel ID Number 02-18-400-105, and

WHEREAS, the owner wishes to subdivide the above-described property; and

WHEREAS, the above-described property is located within two miles of the corporate limits of the City of Story City and is subject to joint review authority of the rezoning and subdivision by the City in accordance with Section 354.9.2 of the *Code of Iowa*; and

WHEREAS, Section 354.9.2. of the *Code of Iowa* provides that a local government may, by resolution, waive its joint review authority.

NOW, THEREFORE, BE IT RESOLVED that the Story City City Council does hereby waive its review authority, in favor of the county, for the subdivision of the above-described property.

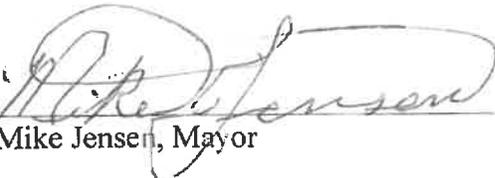
This motion was seconded by Councilperson Phillips and, upon roll call, was carried by an aye and nay vote, as follows:

AYE: Ostrem, Phillips, Solberg, O'Connor, and Sporleder

NAY: \_\_\_\_\_

ABSENT: \_\_\_\_\_

WHEREUPON, the Mayor declared the Resolution duly adopted this 6<sup>th</sup> day of May, 2024.

  
Mike Jensen, Mayor

ATTEST: Heather Slifka  
Heather Slifka, City Clerk

# Staff Report

## Board of Supervisors

**Date of Meeting:**

June 25, 2024

**Case Number SUB24-000004**

Residential Parcel Subdivision

Grand Oaks

Resolution No. 24-92

**APPLICANT:**

Austin Heeren

Brekken, Wynia & Hyland, P.C.

523 Broad Street, PO Box 160

Story City, IA 50248

**STAFF PROJECT MANAGER:**

Andrea Wagner, Planner

**SUMMARY:**

The proposed Residential Parcel Subdivision will reconfigure an existing parcel (02-18-400-105) into two development lots and one outlot as follows:

- Proposed Lot 1, a 18.56 net-acre lot, which contains the existing dwelling and agricultural buildings.
- Proposed Lot 2, a 1.32 net-acre lot, which is currently grassland and timber. Proposed Lot 2 will be buildable for a dwelling.
- Proposed Outlot A, a 1.68 net-acre lot, which will not be buildable, and is in timber and contains a portion of Long Dick Creek.

All requirements for a residential parcel subdivision have been met. Planning and Development staff recommend approval of the subdivision.





**Property Owner**

Doolittle Investments LLC

**Parcel Identification Number(s)**

02-18-400-105

**Size of Area**

21.56 net acres

**Location of Subdivision**

12626 567<sup>th</sup> Avenue

Parcel G in the NW of the SE of Section 18 of Howard Township

**Districts**

A-1 Agricultural District

Story City Fire

Story City Ambulance

Roland-Story School District

Midland Power Co-op, Story City Municipal Electric

Keigley Branch—South Skunk River

**Description of Proposed Subdivision**

The application is to consider a request for a Residential Parcel Subdivision to reconfigure an existing parcel into two development lots and one outlot as follows:

- Proposed Lot 1, a 18.56 net-acre lot, which contains the existing dwelling and agricultural buildings.
- Proposed Lot 2, a 1.32 net-acre lot, which is currently grassland and timber. Proposed Lot 2 will be buildable for a dwelling.
- Proposed Outlot A, a 1.68 net-acre lot, which will not be buildable, and is in timber and contains a portion of Long Dick Creek.

Proposed Lot 1 has an existing driveway with access from 567<sup>th</sup> Avenue, and the existing home is located on this lot. Proposed Lot 2 will be sold if the subdivision is approved, and it is considered buildable for a dwelling. Lot 2 will be taking access via an access easement that is shown on the plat and will be recorded with the subdivision. Outlot A is not considered buildable, and is therefore not required to have access.

Erosion control requirements in [Section 88.05](#) will apply to any development of the lots. The requirements include a construction buffer from sensitive natural areas and other requirements for temporarily stabilization of disturbed soils on a site.



### **Current and Future Land Use**

The current parcel is 21.56 net-acres and zoned A-1, Agricultural. All lots will retain this zoning. At present, the 21.56 net-acre parcel contains an existing dwelling, agricultural buildings, and a significant amount of timber and grassland.

The future intent is for proposed Lot 2 and Outlot A to be sold to an adjacent landowner in the Oakview Heights subdivision. While Lot 2 is considered buildable for a dwelling, at present, the buyers do not have any intent of building a dwelling on the property. They have stated their wish is to preserve the landscape, specifically the oak trees. The buyers do plan on building a hobby shed/garage on proposed Lot 2 for storage of maintenance equipment for the property and their adjacent residential lot. The property owners will need to sign a restrictive covenant that effectively binds proposed Lot 2 to their lot in the Oakview Heights Subdivision so that Lot 2 may be used for structures accessory to their existing residence.

The property is designated as an Agricultural Conservation and Natural Resource area on the Cornerstone to Capstone (C2C) Future Land Use Map. Principles for the Agricultural Conservation Area designation include to encourage high-value agricultural lands to remain in production, direct non-agricultural development to other C2C Plan Designations, and limit conflicts between agricultural uses, residences, and other uses. Principles for Natural Resource Areas include discouraging development and mitigating its impacts.

County Conservation walked the site and did have concerns about preserving the old-growth oak trees indicative of a remnant. Staff asked the applicant if the parties would be agreeable to a building envelope on Lot 2, which would prohibit structures from being in the remnant area. The parties were not agreeable to such limitations on the lot, however. Because this is a Residential Parcel Subdivision, and therefore limited to two development lots, staff cannot require a buffer around the oak remnant, and County Conservation was not interested in moving the request forward to the County Conservation Board to recommend a condition on the plat.

A portion of Long Dick Creek does run through the northern half of the subject property. Per the regulations [of 88.05](#), a stream easement is required to be granted to the County, and the property owner has provided this. Because this portion of the creek has FEMA-mapped floodway, the width of the steam easement is 75-feet from each side of the floodway boundary.

The subdivision is within two miles of Story City, and their City Council waived review of the subdivision. Their resolution has been included on the agenda center.

### **Applicant's Property and Current Surrounding Land Use**

The property is located in the Northwest Quarter of the Southeast Quarter of Section 18 of Howard Township. Adjacent properties include:

#### **North**

A 39 net-acre parcel in the A-1 Agricultural zoning district. This parcel is owned by Brian Richardson and Shirley Moore and includes a farmstead and agricultural buildings.



### **West and East**

Directly to the west is the right-of-way for Interstate 35.

To the east are three parcels in the Oakview Heights Subdivision that are zoned A-R, Agricultural Residential. Two of these parcels contain dwellings (one is owned by the Douglas D and Lynn A. Dodgen Revocable Trust, and the other is owned by Ronald Lee and Janni Jo Jensen) , and one parcel is owned by the Oakview Heights Homeowner’s Association and is an outlot for open space.

### **South**

A 20.03 net-acre parcel currently in row crop and owned by Doolittle Investments LLC.

## **Applicable Regulations – Story County Land Development Regulations**

### **87.07 RESIDENTIAL SUBDIVISION PLAT**

1. A subdivision may be submitted for review and approval as a residential parcel subdivision plat when all of the following are true:
  - a. The development lots created by the subdivision are intended to be used for residential purposes;
  - b. Only two development lots may be created;
  - c. The Assessment Property Record Card for the property shall show a single-family dwelling and/or farmstead as defined in Section 85.08, in existence;
  - d. The subdivision includes no land set apart for new streets, alleys, parks, dedicated open space, school property or public use;
  - e. The subdivision lies wholly within the A-1 district.
  - f. Both development lots (created by the Residential Parcel Subdivision Plat) shall contain a minimum of one acre (net) each. All side and rear yard setback requirements must be met
  - g. All resulting development lots shall have access to an adjoining public roadway by actual road frontage or easement
  - h. No variances from subdivision or zoning standards shall be granted in order to accomplish the Residential Parcel Subdivision Plat.
  - i. The existing parcel shall not have been created through a previously approved Residential Parcel Subdivision Plat.

### **Commentary**

The following comments are part of the official record of the proposed Residential Subdivision Plat—**Grand Oaks, Case No. SUB24-000004**. If necessary, conditions of approval may be formulated based on these comments.

### **Comments from the Interagency Review Team**

The application materials were forwarded to the members of the Interagency Review Team, and the following applicable comments were received.



Story County Environmental Health

Lot 2 is sized to accommodate septic and well setbacks.

Story County Engineer

If this requires a new driveway off of 567th Ave., it will need to be spaced at a minimum of 300 feet from the existing driveway.

**Comments from the General Public**

On June 18, 2024, notification letters were mailed to surrounding property owners within a ¼ mile of the subject property regarding the public meeting on the subdivision request.

No comments were received as of the writing of this report.

Analysis

Points to consider in evaluating the applicant's request to divide property through the Residential Parcel Subdivision Plat process to create two (2) development lots and one outlot:

1. All requirements for a Residential Parcel Subdivision Plat in Section 87.07 of the Story County Land Development Regulations have been met.
2. The existing owner of the subject property provided the required stream easement for erosion control purposes.
3. The County Engineer's comments regarding driveway separation have been addressed, as the property owner is providing an access easement to proposed Lot 2.

Alternatives

Story County Planning & Development Staff recommend approval of the Grand Oaks Residential Parcel Subdivision as submitted (alternative #1).

1. **The Story County Board of Supervisors approves Resolution #24-92, the Grand Oaks Residential Parcel Subdivision, as submitted.**
2. The Story County Board of Supervisors approves Resolution #24-92, the Grand Oaks Residential Parcel Subdivision, with conditions.
3. The Story County Board of Supervisors denies Resolution #24-92, the Grand Oaks Residential Parcel Subdivision, as submitted.
4. The Story County Board of Supervisors tables the decision on Resolution #24-92, the Grand Oaks Residential Parcel Subdivision, and directs the applicant to address specific areas for additional information, review and/or modifications, and to work with staff to place the subdivision plat back on the Board of Supervisors' agenda.