

The Board of Supervisors met on 3/11/25 at 10:00 a.m. in the Story County Administration Building. Linda Murken, and Latifah Faisal, with Murken presiding. Lisa Heddens absent. (all audio of meetings available at storycountyiowa.gov; any resolution is effective upon signature and can be inspected M-F, 8-4:30, at 900 6th Street, Nevada, Iowa)

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

MINUTES: 3/4/25 Minutes – Faisal moved, Murken seconded approving 3/4/25 Minutes as presented. Roll call vote. (MCU)

CLAIMS: 3/13/25 Claims of \$ 1,328,083.73 (run date 3/7/25, 29 pages, on file in the Auditor's Office) and authorize the Auditor to issue checks in payments of these claims and payment requests from CIDTF (\$12,233,875), Emergency Management (\$189.46), E911 (\$65,644.43), County Assessor (\$2,289.06), City Assessor (\$71,298.31), Central Iowa Community Services (\$244,784.24). Faisal moved, Murken seconded approving claims as presented. Roll call vote. (MCU)

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

1. Service Agreement between Story County Sheriff's Office and CovertTrack Group, Inc., effective 4/1/25-3/31/26, for \$600.00
2. Adopt-a-Road Application Renewal, effective 1/1/25-12/31/25, for Kappa Sigma Fraternity on R50 (George Washington Carver Avenue) from Ames city limits to 190th Street
3. Adopt-a-Road Application Renewal, effective 1/1/25-12/31/25, for Knights of Columbus on Lincoln Highway (E41) from 650th Avenue to 670th Avenue
4. FY25 Analysis of Social Services Evaluation Team (ASSET) Contract Amendment for Youth and Shelter Services (YSS) to change the Unit Rate for Emergency Shelter - Rosedale from \$192.20 to \$326.75
5. Local Assistance and Tribal Consistency Fund (LATCF) Annual Report Submission - 2024
6. Renewal License Fees between Story County and CDW-Government for Barracuda Email Security, effective 3/26/25-3/25/26, for \$3,204.00
7. Renewal Class C Retail Alcohol License for AYA Ranch, LC, Prairie Moon Winery and Vineyards, 3801 W. 190th Street, Ames, Iowa, effective 5/15/25-5/14/26
8. Contract for Highway Right-of-Way with Bernard Olson for the purchase of Temporary Easement for \$268.74 (L-F25--73-85)
9. Resolution #25-75, for 28E Agreement with Boone County for Traffic Safety Improvement Program Funding
10. Yearly Subscription Fees between Story County and Tyler Technologies for Veterans Benefits Software, effective 5/1/25-4/30/26, for \$1,138.46
11. Fees between Story County and Uniti Fiber 2020 LLC for fiber maintenance, effective 11/1/24-10/31/25, for \$8,124.16
12. Amendment to the Cash Rent Farm Lease with Chance Flynn for farming portions of the Deppe Family Wildlife Area
13. Change Order #3 with Harold Pike Construction for the McFarland Park Shop Project for \$5,501.47
14. Story County Commercial Driver's License (CDL) Agreement with Nathan Schmitt, Vegetation Management Specialist
15. Submitting County and Mental Health and Disability Services (MHDS) Region Data Release Form related to Mental Health Advocates for Iowa Health and Human Services (HHS) Transition to Administrative Service Organization for Continuity of Services

Roll call vote. (MCU)

MODIFICATIONS TO THE HOUSING ACTION PLAN: Andrea Wagner, Senior Planner, Planning and Development Department, reported on items completed, and modifications. Wagner provided detail on changes. Discussion took place. Faisal moved, Murken seconded approving the modifications to the Housing Action Plan. Roll call vote. (MCU)

USE OF ROOM 204 IN THE HUMAN SERVICES CENTER (HSC) BUILDING FOR THE NEW ALTERNATIVES PROGRAM COORDINATOR: Tim Meals, Story County Attorney, reported on need for space. Faisal moved, Murken seconded approving the use of office space, Room 204 at the HSC Building, for the new Alternatives Program Coordinator. Roll call vote. (MCU)

INFORMATION TECHNOLOGY (IT) QUARTERLY REPORT: Director Joe Wakeman reported on completed projects, redundant systems for continuity of operations, new ticketing and endpoint management software, anticipated start of e-fax services, and hardware replacement. A new phone system is under consideration. Wakeman reported on more cost-effective internet options at McFarland Park and Hickory Grove Park.

DIRECTION ON ECONOMIC DEVELOPMENT PROCESS AND POLICIES: Leanne Harter, Planning and Development Director, reported on the annual review. She recommends delaying official review until May after the State Legislature adjourns. Discussion can then include any impact of the proposed property tax changes. The Board concurred for Harter to present the recommendation as a future Consent Agenda item.

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

Faisal moved, Murken seconded to adjourn at 10:21 a.m. Roll call vote. (MCU)

Story County Board of Supervisors
Tentative Agenda
Administration Building, 900 6th St., Nevada, IA
3/11/25

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

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

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

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

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

Passcode: 751099

Or One tap mobile:

+13017158592,,84068041164# US (Washington DC)

+13052241968,,84068041164# US

Or join by phone:

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

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

Webinar ID: 840 6804 1164

2. CALL TO ORDER: 10:00 A.M.
3. PLEDGE OF ALLEGIANCE:
4. ADOPTION OF AGENDA:
5. PUBLIC COMMENT #1:
This comment period is for the public to address topics on today's agenda
6. AGENCY REPORTS:
7. CONSIDERATION OF MINUTES:
 - I. 3/4/25 Minutes

Department Submitting Auditor
8. CONSIDERATION OF PERSONNEL ACTIONS:
9. CONSIDERATION OF CLAIMS:

I. 3/13/25 Claims

Department Submitting Auditor

Documents:

CLAIMS 031325.PDF

10. CONSENT AGENDA:

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

I. Consideration Of Service Between Story County And CovertTrack Group Effective 4/1/2025 - 3/31/26 For \$600.00

Department Submitting Sheriff

Documents:

28376.PDF

II. Consideration Of Adopt-A-Road Application Renewal Effective 1/1/25-12/31/25: Kappa Sigma Fraternity On R50 From Ames To 190th Street (2 Miles)

Department Submitting Engineer

Documents:

KAPPA SIGMA FRATERNITY.PDF

III. Consideration Of Adopt-A-Road Application Renewal Effective 1/1/25-12/31/25: Knights Of Columbus On Lincoln Hwy From 650th Ave, East, To 670th Ave

Department Submitting Engineer

Documents:

KNIGHTS OF COLUMBUS.PDF

IV. Consideration Of FY25 ASSET Contract Amendment For YSS To Change The Unit Rate For Emergency Shelter - Rosedale From \$192.20 To \$326.75

Department Submitting Board of Supervisors

Documents:

YSS AMENDMENT.PDF

V. Consideration Of Local Assistance And Tribal Consistency Fund Annual Report Submission - 2024

Department Submitting Auditor

Documents:

LATCF ANNUAL REPORT 2024.PDF

- VI. Consideration Of Renewal License Fees Between Story County And CDW Government For Barracuda Email Security Effective 03/26/25 - 03/25/26 For \$3,204.00

Department Submitting Information Technology

Documents:

CDW BARRACUDA.PDF

- VII. Consideration Of Renewal Class C Retail Alcohol License For AYA Ranch, LC, Prairie Moon Winery And Vineyards, 3801 W 190th, Ames, Ia., Effective 5/15/25-5/14/26

Department Submitting Auditor

Documents:

PRAIRIE MOON.PDF

- VIII. Consideration Of Contract For Highway Right Of Way With Bernard Olson For The Purchase Of Temporary Easement For \$268.74 (L-F25-73-85)

Department Submitting Engineer

Documents:

ROW OLSON.PDF

- IX. Consideration Of Resolution #25-75, For 28E Agreement With Boone County For Traffic Safety Improvement Program Funding

Department Submitting Engineer

Documents:

DOT AGREEMENT.PDF
AGREEMENT MAINTENANCE.PDF
RES 25 75.PDF

- X. Consideration Of Yearly Subscription Fees Between Story County And Tyler Technologies For Veterans Benefits Software, Effective 5/01/2025-4/30/2026 For \$1,138.46

Department Submitting Veterans Affairs

Documents:

TYLER TECH INV.PDF

- XI. Consideration Of Fees Between Story County And Uniti Fiber For Fiber Maintenance, Effective 11/01/24 - 10/31/25 For \$8,124.16

Department Submitting Information Technology

Documents:

UNITI FIBER MAINTENANCE.PDF

- XII. Consideration Of Amendment To The Cash Rent Farm Lease With Chance Flynn For Farming Portions Of The Deppe Family Wildlife Area

Department Submitting Conservation

Documents:

DEPPE FARM LEASE.PDF

- XIII. Consideration Of Change Order #3 With Harold Pike Construction For The McFarland Park Shop Project For \$5,501.47

Department Submitting Conservation

Documents:

MCFARLAND SHOP CO3.PDF

- XIV. Consideration Of Story County Commercial Drivers License Agreement With Nathan Schmitt, Vegetation Management Specialist

Department Submitting Conservation

Documents:

CDL AGREEMENT.PDF

- XV. Consideration Of Submitting County And MHDS Region Data Release Form Related To Mental Health Advocates For HHS Transition To Administrative Service Organization For Continuity Of Services

Department Submitting Board of Supervisors

Documents:

MHDS RELEASE.PDF

11. PUBLIC HEARING ITEMS:

12. ADDITIONAL ITEMS:

- I. Discussion And Consideration Of Modifications To The Housing Action Plan - Andrea Wagner

Department Submitting Planning and Development

Documents:

DRAFT HAP REVISIONS.PDF

II. Discussion And Consideration For The Use Of Office Space, Rm 204 At The HSC Building, For The New Alternatives Program Coordinator - Tim Meals

Department Submitting Attorney

Documents:

REQUEST FOR USAGE OF HSC OFFICE 204.PDF

13. DEPARTMENTAL REPORTS:

I. Information Technology Quarterly Report - Joe Wakeman

Department Submitting Auditor

Documents:

IT QTR.PDF

14. OTHER REPORTS:

I. Discussion And Direction On Economic Development Process And Policies - Leanne Harter

Department Submitting Planning and Development

Documents:

TIF POLICY DOCUMENT MARCH 25.PDF

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

3/11/25

NAME

AGENCY

Andrea Wagner
Leanne Harter
Crystal Davis
Tim Meeks
ELIJAH HANSEN
John Brody
Sandra K
JOE WALKERMAN
Lucas Young
Greg Pirkopp
Shelby Gibson

PID
PID
BOS
SCAO
SCAO
SCPM
BOS
SCIT
MIPA
Alliance
SCAO



CovertTrack Group, Inc.
 101 Lindenwood Dr.
 Suite 200
 Malvern PA 19355
 United States

Invoice - PF

#SOCT016489

Invoice Date: 02/06/2025
 Customer ID: 162492:1
 Parent Customer ID: 162492

Bill To

Nick Hochberger
 Story CSO - IA
 115 S B Ave
 Nevada IA 50201
 United States

Ship To

Nick Hochberger
 Story CSO - IA
 115 S B Ave
 Nevada IA 50201
 United States

TOTAL

\$600.00

Cycle Month: 00
 Currency: US Dollar
 Memo: April Contract Renewal

Terms	PO/WO #	Shipping Method	Qty	Item	Start Date	End Date	Term (Months)	List Rate	Amount
Net 30		FedEx Ground®	1	Tracking Service: Stealth Tracking Service: Stealth Renewal Device ID: 357812094432702	04/01/2025	03/31/2026	12	50.00	\$600.00

Subtotal	\$600.00
Shipping & Handling	\$0.00
Sales Tax	\$0.00
Total	\$600.00

Remittance Address:

Coverttrack Group, Inc.
 P.O. Box 23825
 New York, NY 10087-3825

APPROVED **DENIED**
 Board Member Initials: YMR
 Meeting Date: 3/11/25
 Follow-up action: _____



SOCT016489

STORY COUNTY
837 N Avenue
Nevada, IA 50201
515-382-7355

Email: engineerweb@storycountyiowa.gov

APPLICATION RENEWAL FOR STORY COUNTY
ADOPT-A-ROAD LITTER REMOVAL PROGRAM

Permit Number: 1998-01
Road Name: R50

SPONSOR:

Kappa Sigma Fraternity Number of Volunteers: 85
Name of Sponsor (Organization, Group or Individual
237 Ash Ave, Ames Iowa 50014
Mailing Address (Street, P.O. Box, City, State, Zip Code)

Contact Person	Address	Phone #	Email
<u>Kyle West</u>		<u>612-655-3409</u>	<u>kwest684@iastate.edu</u>

Description of the road for which application is being made:
R50 from Ames to 190th Street

Number of miles requested for litter removal: 2.0

Approval is hereby requested to enter the County highway right-of-way to perform litter removal on the above described road/roads.

Story County reserves the right to terminate this agreement and remove the Adopt-A-Road signs when in the sole judgment of the County it is found that the sponsor(s) has not met the terms and conditions of this agreement.

This agreement shall remain in force from January 1, 2025 until December 31, 2025.

Mjosee Valm 2/26/25
Applicant Date

STORY COUNTY APPROVAL

Dann Mon 3-11-25
County Engineer Date

Mueker 3/11/25
Chair, Story County Board of Supervisors Date

The following tentative dates are for your Adopt-A-Road Project location. Alternate date(s) are required to the Engineer's Office prior to clean up date noted date(s) are not used.

Spring clean-up date will be April 27th Fall clean-up will be: Sept. 12th

STORY COUNTY
837 N Avenue
Nevada, IA 50201
515-382-7355

Email: engineerweb@storycountyia.gov

APPLICATION RENEWAL FOR STORY COUNTY
ADOPT-A-ROAD LITTER REMOVAL PROGRAM

Permit Number: 2002-01
Road Name: Lincoln Highway

SPONSOR:

KNIGHTS OF COLUMBUS Number of Volunteers: 5-6
Name of Sponsor (Organization, Group or Individual)

61097 190th St
Mailing Address (Street, P.O. Box, City, State, Zip Code)

Contact Person	Address	Phone #	Email
<u>Steve Larsen</u>		<u>515-450-1161</u>	

Description of the road for which application is being made:
Lincoln Highway from S27 (650th) east to 670th Avenue

Number of miles requested for litter removal: 2.0

Approval is hereby requested to enter the County highway right-of-way to perform litter removal on the above described road/roads.

Story County reserves the right to terminate this agreement and remove the Adopt-A-Road signs when in the sole judgment of the County it is found that the sponsor(s) has not met the terms and conditions of this agreement.

This agreement shall remain in force from January 1, 2024 until December 31, 2024.

Knights of Columbus by [Signature] 3-1-25
Applicant Date

STORY COUNTY APPROVAL

[Signature] 3/11/25
County Engineer Date

[Signature] 3/11/25
Chair, Story County Board of Supervisors Date

The following tentative dates are for your Adopt-A-Road Project location. Alternate date(s) are required to the Engineer's Office prior to clean up date noted date(s) are not used.

Spring clean-up date will be 5/12/25 Fall clean-up will be: 9/13/25



STORY COUNTY BOARD OF SUPERVISORS

900 6th Street • Nevada, IA 50201
Phone: 515-382-7200 • Fax: 515-382-7206
Website: <https://www.storycountyiowa.gov>

March 4, 2025

Story County Board of Supervisors
900 6th Street
Nevada, IA 50201

RE: ASSET FY25 Contract Amendment for Emergency Shelter-Rosedale for YSS – New Unit Rate

Dear Board of Supervisors,

At the February 25, 2025, meeting of the Board of Supervisors, you unsequestered funds and approved a change in unit rate from \$192.20 to \$326.75 for Emergency Shelter-Rosedale for YSS. Attached is the amended contract for approval and signature.

Please let me know if you have any additional questions or concerns.

Respectfully,

A handwritten signature in blue ink, appearing to read "Sandra King".

Sandra King
Director of External Operations and County Services

Attachment
Contract Amendment (2 copies)

**Story County
Provider and Program Participation Agreement
Amendment No. 1**

1. This amendment is entered into this _____ day of _____ is by and between Story County and Youth and Shelter Services (Provider), parties to the original agreement effective 7/1/24 (effective date) .

2. The agreement is amended as follows: Attachment A is removed and replaced in its entirety with the following attachment A:

Amendment Effective _____

ATTACHMENT A

**SERVICE DEFINITIONS AND RATES
FISCAL YEAR: 2025**

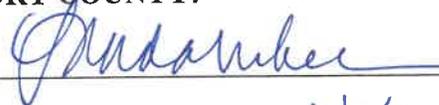
Youth and Shelter Services

Service Description	Unit of Service	Rate
See Attachment A as revised	See Attachment A as revised	See Attachment A as revised

3. All other terms and conditions of the Agreement identified in the caption hereof shall remain in full force and effect except as specifically modified by this amendment. If there is conflict between this amendment and the agreement, the terms of this amendment will prevail.

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

STORY COUNTY:

By: 
 Print Name: Lisa Heddens *Linda murken*
vice
 Print Title: Chair, Story County Board of Supervisors
 Date: _____

Youth and Shelter Services:

By: 
 Print Name: Andrew Allen
 Print Title: President & CEO
 Date: 2-26-25

Amendment Effective _____

ATTACHMENT A

SERVICE DEFINITIONS AND RATES

FISCAL YEAR: 2025

Youth and Shelter Services

Youth and Shelter Services			
Service Description	Not to Exceed	Unit of Service	Rate
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 Local Option	\$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) Local Option	\$5,150	1 Partial Day	\$23.89
Emergency Shelter-Rosedale	\$70,153	1 24 Hour Period of Food and Shelter	\$326.75
Service Coordination	\$5,000	1 Client Hour	\$60.00
Substance Use Disorder Outpatient Treatment	\$20,000	1 Client Hour	\$242.06



LATCF Annual Report

Project Summary (* denotes an Infrastructure Project)

Category 1: Government Services

Category	Cumulative Obligations	Cumulative Expenditures	Current Period Obligations	Current Period Expenditures
1.1 Healthcare	\$0.00	\$0.00	\$0.00	\$0.00
1.2 Education	\$0.00	\$0.00	\$0.00	\$0.00
1.3 Public Safety	\$0.00	\$0.00	\$0.00	\$0.00
1.4 Social Services	\$0.00	\$0.00	\$0.00	\$0.00
1.5 Economic Development	\$0.00	\$0.00	\$0.00	\$0.00
1.6 General Government Operations	\$0.00	\$0.00	\$0.00	\$0.00
1.7 Other Services	\$0.00	\$0.00	\$0.00	\$0.00

Category 2: Capital Expenditures

Category	Cumulative Obligations	Cumulative Expenditures	Current Period Obligations	Current Period Expenditures
2.1 Healthcare	\$0.00	\$0.00	\$0.00	\$0.00
2.2 Education	\$0.00	\$0.00	\$0.00	\$0.00
2.3 Public Safety	\$0.00	\$0.00	\$0.00	\$0.00
2.4 Community Development	\$0.00	\$0.00	\$0.00	\$0.00
2.5 Housing	\$0.00	\$0.00	\$0.00	\$0.00
2.6 Government Administration	\$0.00	\$0.00	\$0.00	\$0.00
2.7 Economic Development	\$0.00	\$0.00	\$0.00	\$0.00
2.8 Other Capital Expenditures	\$0.00	\$0.00	\$0.00	\$0.00

Category 3: Transportation/Water/Sewer/Technology

Category	Cumulative Obligations	Cumulative Expenditures	Current Period Obligations	Current Period Expenditures
3.1 Transportation	\$0.00	\$0.00	\$0.00	\$0.00
3.2 Water/Sewer	\$0.00	\$0.00	\$0.00	\$0.00
3.3 Technology Development	\$0.00	\$0.00	\$0.00	\$0.00
3.4 Other Infrastructure	\$0.00	\$0.00	\$0.00	\$0.00

Category 4: Other Governmental Purposes

Category	Cumulative Obligations	Cumulative Expenditures	Current Period Obligations	Current Period Expenditures
4.1 Non-Federal Match/Cost Sharing	\$0.00	\$0.00	\$0.00	\$0.00
4.2 LATCF Program Administration	\$0.00	\$0.00	\$0.00	\$0.00
4.3 Other Purposes Not Listed Above	\$0.00	\$0.00	\$0.00	\$0.00

Grand Total

Cumulative Obligations	Cumulative Expenditures	Current Period Obligations	Current Period Expenditures
\$0.00	\$0.00	\$0.00	\$0.00

Has the recipient has spent any LATCF funds on lobbying activities as outlined in the ineligible uses section of Treasury's guidance for the Local Assistance and Tribal Consistency Fund?: **No**

FAC Audit

Have you expended \$750,000 or more in federal award funds during your most recently completed fiscal year?

Yes

Have you submitted a single audit or program specific audit report to the Federal Audit Clearinghouse (FAC)?

Yes

Certification

Authorized Representative Name: **Lisa Markley**

Authorized Representative Title: **Assistant Auditor**

Authorized Representative Phone:

Authorized Representative Email: **lmarkley@storycountyiowa.gov**

Submission Date: **03/04/25**

APPROVED

DENIED

Board Member Initials: LM

Meeting Date: 3/11/25

Follow-up action: _____

REMIT PAYMENT TO:

INVOICE

ACH INFORMATION:
 THE NORTHERN TRUST
 50 SOUTH LASALLE STREET
 CHICAGO, IL 60675

E-mail Remittance To: gachremittance@cdw.com
 ROUTING NO.: 071000152
 ACCOUNT NAME: CDW GOVERNMENT
 ACCOUNT NO.: 91057



CDW Government
 75 Remittance Drive, Suite 1515
 Chicago, IL 60675-1515



RETURN SERVICE REQUESTED

INVOICE NUMBER	INVOICE DATE	CUSTOMER NUMBER
AC82971	02/21/25	8484660
SUBTOTAL	SHIPPING	SALES TAX
\$3,204.00	\$0.00	\$0.00
DUE DATE		AMOUNT DUE
03/23/25		\$3,204.00

85 1 SP 0.690 E0085X ID123 D13996321191 S2 P10696245 0001:0001



CDW Government
 75 Remittance Drive
 Suite 1515
 Chicago, IL 60675-1515



STORY COUNTY INFORMATION TECHNOLOGY
 ACCOUNTS PAYABL
 900 6TH ST
 NEVADA IA 50201-2004

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

INVOICE DATE	INVOICE NUMBER	PAYMENT TERMS				DUE DATE
02/21/25	AC82971	Net 30 Days				03/23/25
ORDER DATE	SHIP VIA	PURCHASE ORDER NUMBER			CUSTOMER NUMBER	
02/20/25	ELECTRONIC DISTRIBUTION	25052052			8484660	
ITEM NUMBER	DESCRIPTION	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	TOTAL
5754771	BCDA MSG AR 350 IR SUB 1MO Manufacturer Part Number: BMA350A-H Electronic distribution - NO MEDIA	12	12	0	119.00	1,428.00
5754770	BCDA MSG AR 350 EU SUB 1MO Manufacturer Part Number: BMA350A-E Electronic distribution - NO MEDIA	12	12	0	148.00	1,776.00

APPROVED **DENIED**
 Board Member Initials: *Jm*
 Meeting Date: 3/11/25
 Follow-up action: _____

GO GREEN!
 CDW is happy to announce that paperless billing is now available! If you would like to start receiving your invoices as an emailed PDF, please email CDW at paperlessbilling@cdw.com. Please include your Customer number or an Invoice number in your email for faster processing.
REDUCE PROCESSING COSTS AND ELIMINATE THE HASSLE OF PAPER CHECKS!
 Begin transmitting your payments electronically via ACH using CDW's bank and remittance information located at the top of the attached payment coupon. Email credit@cdw.com with any questions.

ACCOUNT MANAGER	SHIPPING ADDRESS:	SUBTOTAL	\$3,204.00
NEAL ZOLT 847-465-6000 nealzol@cdwg.com	STORY COUNTY INFORMATION TECHNOLOGY ACCOUNTS PAYABL 900 6TH ST NEVADA IA 50201-2004	SHIPPING	\$0.00
SALES ORDER NUMBER		SALES TAX	\$0.00
PHQL140		AMOUNT DUE	\$3,204.00

Cage Code Number 1KH72
 DUNS Number 02-615-7235
 Unique Entity ID (SAM): PHZDZ8SJ5CM1
 ISO 9001 and ISO 14001 Certified
 CDW GOVERNMENT FEIN 36-4230110

HAVE QUESTIONS ABOUT YOUR ACCOUNT?
 PLEASE EMAIL US AT credit@cdw.com
 VISIT US ON THE INTERNET AT www.cdwg.com



Prepared by: Darren R. Moon, Story County Engineer's Office, 837 N Ave., Nevada, IA 50201 515-382-7355

CONTRACT FOR HIGHWAY RIGHT OF WAY

PARCEL No: 05-25-300-305
 PROJECT No: L-F25--73-85
 ROAD No: Stagecoach Road

THIS AGREEMENT made and entered into this 4th day of March, A.D. 2025 by and between

ESTATE OF BERNARD DEAN OLSON, SR

Seller, and the Story County Secondary Roads Department, acting for the County of Story, Buyer.

1.a SELLER AGREES to sell and Buyer agrees to buy the following real estate, hereinafter referred to as the premises, situated in parts of the following (1/4 1/4 Sec./Twp./Rge.):

NONE

County of Story, State of Iowa, and more particularly described on Page - and which include the following buildings, improvements and other property:

See attached graphical representation

1.b SELLER GRANTS to Buyer a temporary easement as shown on the Temporary Easement Plot attached as Page 3, and as shown on the project plans for said highway improvement. Said temporary easement shall terminate upon completion of this highway project.

1.c The premises also include all estates, rights, title and interests, including all easements, and all advertising devices and the rights to erect such devices as are located thereon. SELLER CONSENTS to any change of grade of the highway and accepts payment under this contract for any and all damages arising therefrom. SELLER ACKNOWLEDGES full settlement and payment from the Buyer for all claims per the terms of this contract and discharges the Buyer from liability because of this contract and the construction of this public improvement project.

2. Possession of the premises is the essence of this contract and Buyer may enter and assume full use and enjoyment of the premises per the terms of this contract. Buyer may take immediate possession of premises upon the execution of the contract by both Seller and Buyer.

3. Buyer agrees to pay and SELLER AGREES to grant the right of possession, convey title, and to surrender physical possession of the premises as shown:

	Payment Amount	Agreed Performance
\$	<u>268.74</u>	on right of possession
\$		on conveyance of title
\$		on surrender of possession
\$		on possession and conveyance
\$	<u>268.74</u>	TOTAL LUMP SUM

BREAKDOWN:	ac.=acres	sq.ft.=square feet			
Land by Fee Title		ac./sq.ft.	\$	Buildings & Improvements	\$
Underlying Fee Title		ac./sq.ft.	\$	Fence <u> </u> rods woven	\$
Permanent Easement		ac./sq.ft.	\$	Fence <u> </u> rods barb	\$
Temporary Easement	<u>0.06</u>	ac./sq.ft.	\$ <u>268.74</u>		
Damages for:					\$

4. The Seller is responsible for any and all matters relating to any tenant on the land and hereby releases the Buyer from all tenant liabilities.

SELLER'S SIGNATURE AND CLAIMANT'S CERTIFICATION: Upon due approval and execution by the Buyer, we the undersigned claimants certify the total lump sum payment shown herein is just and unpaid.

X B. Dean Olson

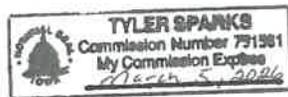
- 5. Each page and each attachment is by this reference made part hereof and the entire agreement consists of 3 pages.
- 6. In the event that said premises is burdened by the lien of a mortgage, judgement or other encumbrance, Sellers agree to fully cooperate with Buyer in securing a release of such lien from said premises, and if necessary and proper, Sellers agree that any part of the sum owing to them under this contract may be paid to the holder of such lien for such release.
- 7. Buyer agrees that any drain tile that is located within the premises and is damaged by highway construction shall be repaired at no expense to Seller. Where Buyer specifically agrees to construct and maintain fence, the fence shall be constructed and maintained for vehicle access control purposes only at no expense to the Seller. Buyer shall have the right of entry upon Sellers remaining property along the right of way line, if necessary, for the purpose of connecting said drain tile and constructing and maintaining said fence. Seller may pasture against said fence at his own risk. Buyer will not be liable for fencing private property of maintaining the same to restrain livestock.
- 8. If the Seller holds title to the premises in joint tenancy with full rights of survivorship and not as tenants in common at the time of this contract, Buyer will pay any remaining proceeds to the survivor of that joint tenancy and will accept title solely from that survivor, provided the joint tenancy has not been destroyed by operation of law or acts of the Seller.
- 9. These premises are being acquired for public purposes and this transfer is exempt from the requirements for the filing of a Declaration of Value by the Code of Iowa.
- 10. Seller states and warrants that , to the best of Seller's knowledge, there are no burial site, well, solid waste disposal site, hazardous substance, nor underground storage tank on the premises described and sought herein except,
- 11. This Written contract constitutes the entire agreement between Buyer and Seller and there is no agreement to do or not to do any act or deed except as specifically provided for herein.

Additional Right of Way Agreements:

SELLER'S ACKNOWLEDGMENT

STATE OF IOWA: ss On this 4th day of March, 20 25, before me, the undersigned, personally appeared Bernard Dean Olson, Jr.

Known to me to be the identical persons named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.



Tyler Sparks
Notary Public and for the State of Iowa

BUYER'S APPROVAL

Darren Moon 3-5-25

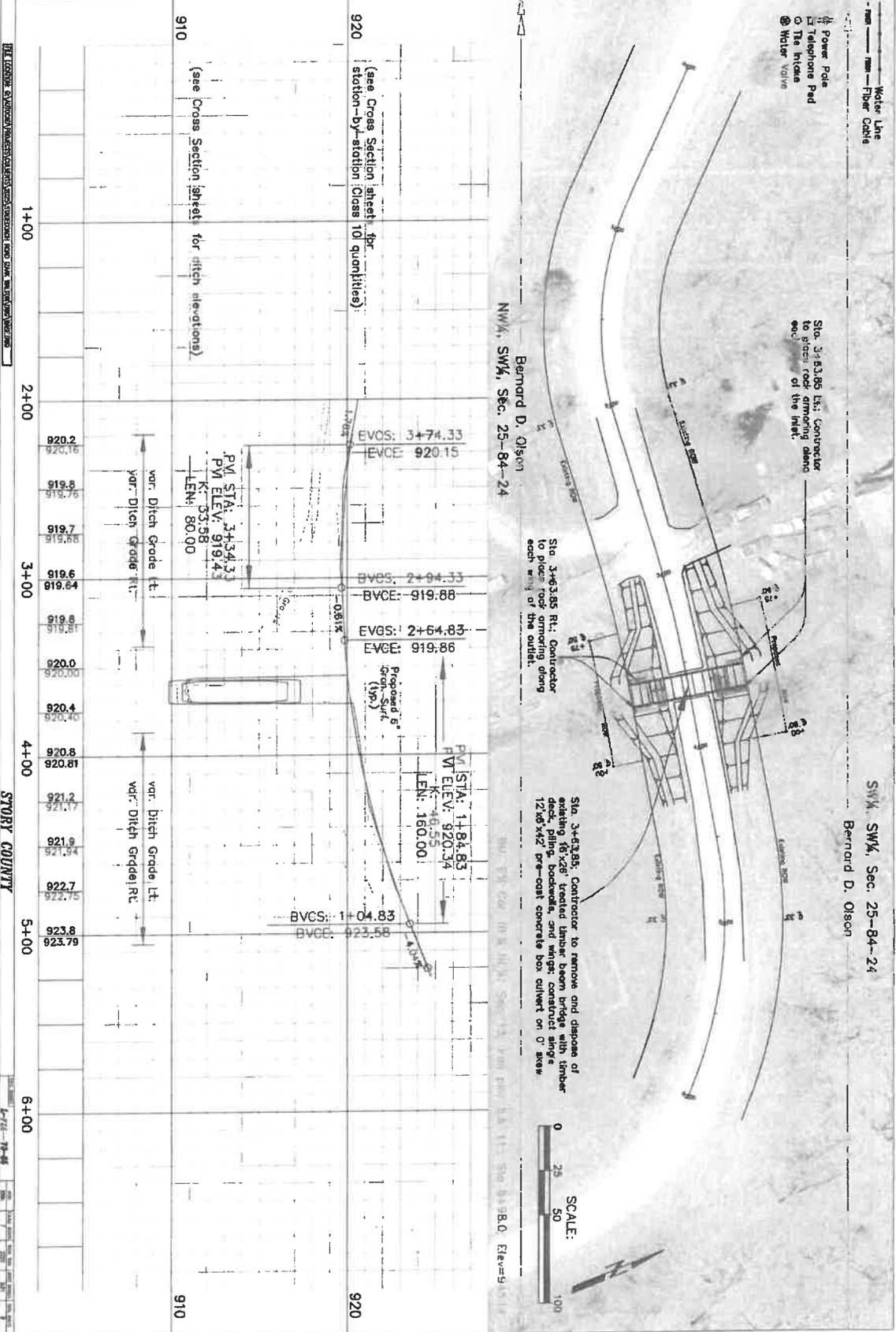
Recommended by: Darren Moon P.E., Story County Engineer (Date)

Marken 3/11/25

Approved by: Chairperson, Story County Board of Supervisors (Date)

PLAN AND PROFILE SHEET

PROJ No. L-F25--73-85



SEE LEGEND ON ADJACENT SHEETS FOR SYMBOLS AND LINE WEIGHTS

STORY COUNTY

L-72-74-4



State of Iowa

Alcoholic Beverages Division

APPROVED **DENIED**
Board Member Initials: JM
Meeting Date: 3/11/25
Follow-up action: _____

~~BUSINESS~~

Applicant

NAME OF LEGAL ENTITY

AYA RANCH, L.C.

NAME OF BUSINESS(DBA)

Prairie Moon Winery and Vineyards

~~BUSINESS~~

(515) 232-2747

ADDRESS OF PREMISES

3801 W 190TH

PREMISES SUITE/APT NUMBER

CITY

Ames

COUNTY

Story

ZIP

50014

MAILING ADDRESS

3801 W 190TH

CITY

Ames

STATE

Iowa

ZIP

50014

Contact Person

NAME

Matthew Nissen

PHONE

(515) 231-9419

EMAIL

mattnissen@prairiemoonwinery.com

License Information

LICENSE NUMBER

LC0049686

LICENSE/PERMIT TYPE

Class C Retail Alcohol License

TERM

12 Month

STATUS

Active

TENTATIVE EFFECTIVE DATE

May 15, 2024 2025

TENTATIVE EXPIRATION DATE

May 14, 2025 2026

LAST DAY OF BUSINESS

SUB-PERMITS

Class C Retail Alcohol License

PRIVILEGES



State of Iowa

Alcoholic Beverages Division

Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Holyce Nissen	Ames	Iowa	50014	Owner	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

Secura Insurance Company

POLICY EFFECTIVE DATE

May 15, 2024

POLICY EXPIRATION DATE

May 15, 2025

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

Prepared by and return to: The Story County Engineer's Office, 837 N Ave, Nevada, Iowa 50201 Phone 515-382-7355

RESOLUTION #25-75
28E Agreement with Boone County for TSIP Project

WHEREAS, Story County has been awarded a Traffic Safety Improvement Program Funding Agreement for the purchase of Portable Traffic Control Devices for countywide use, Iowa DOT Agreement No. 2026-TS-031 for Project No. L-TSF-C085(186)--74-85; and

WHEREAS, the Portable Traffic Control Devices are to be shared with a neighboring county; and

WHEREAS, Boone County has agreed to sharing the Portable Traffic Control Devices; and

WHEREAS, it is necessary for Story County and Boone County to enter into a 28E agreement regarding said devices to submit to the Iowa Department of Transportation Traffic Safety Improvement Program.

THEREFORE BE IT RESOLVED that the Board of Supervisors of Story County, Iowa hereby approve and direct the Chair to sign the Intergovernmental 28E Agreement between Story County and Boone County for said devices.

Adopted this 11th day of March, 2025

Recommended by:

Darren Moon 3-11-25

Darren R Moon, P.E. Date
County Engineer

[Signature]
Chairperson, Board of Supervisors

Attest: [Signature]

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

ALLOWED BY VOTE OF THE BOARD	Yea <u>2</u>	Nay <u>0</u>	Absent <u>1</u>
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Above tabulation made by [Signature]

CHAIRPERSON

Grantor: Story County, Iowa

Grantee: Boone County, Iowa

**28E Agreement Regarding
Maintenance of Portable Traffic Lights Purchased Under a Traffic Safety
Improvement Program Grant from the Iowa Department of Transportation**

This agreement made and entered into by and between Story County, Iowa and Boone County, Iowa.

WHEREAS, Story County, Iowa, and Boone County, Iowa, are public agencies as is defined by Chapter 28E.2 of the Code of Iowa; and

WHEREAS, Section 28E.3 of the Code of Iowa provides that any power or powers, privileges or authority exercised or capable of exercise by a public agency of the State of Iowa may be exercised and enjoyed jointly by a public agency of the State of Iowa having such power or powers; and

WHEREAS, Story County submitted an application to the Iowa Department of Transportation for funding through the Traffic Safety Improvement Program (TSIP) under Iowa Code Section 312.2(11), and the application was approved by Transportation Commission Order No. SO-2025-42 on December 10, 2024, see attached agreement; and

WHEREAS, Story County is responsible for the purchase of portable traffic signals to be used countywide in Story County and Boone County and the development of a sharing agreement, per Iowa Code Chapter 28E; and

WHEREAS, all County Boards of Supervisors have informed themselves as to the proposed equipment purchase and sharing agreement.

IT IS NOW AGREED that Story County and Boone County enter into an agreement pursuant to Chapter 28E of the Code of Iowa providing for cooperative action pursuant to the purchase, use and maintenance of the portable traffic lights;

THEREFORE, the parties, in consideration of the mutual obligations and benefits herein, agree as follows:

1. SCOPE OF WORK - Story County desires to purchase portable traffic lights, pursuant to the above mentioned TSIP agreement, that will be jointly owned and used by both Counties.

This agreement shall set forth an equitable agreement concerning financial and maintenance responsibilities for each party for the use and ownership of the portable traffic lights.

- a. \$50,000 of the cost of the portable traffic lights shall be covered by the TSIP agreement. The remaining cost above this amount shall be paid by Story County.

- b. Story County shall bear future repair costs of the portable traffic lights.
 - c. Each County shall be responsible to conduct routine maintenance on the lights at their own expense while in their possession and as recommended by the manufacturer.
 - d. Each County shall be responsible for repair on the lights as their own expense as a result of damage while in their possession.
 - e. Each County shall be responsible for replacement of the lights at their own expense as a result of damage where the cost to repair the lights is greater than the value of the lights at the time the damage occurs.
 - f. Each County shall list the portable lights to be covered by their respective Insurance policies.
 - g. Each County shall be responsible to pick up and transport the unit to their jobsites as needed at their own expense.
 - h. Each County shall be responsible for their own costs for traffic signs and cones/channelizers associated with the use of the portable traffic lights.
2. Once the portable traffic lights have reached their useful life and must be replaced, as determined by Story County, Story County shall retain the remaining value of the unit. The remaining value shall be determined via a trade in value supplied by a formal quote process through an equipment dealership or via receiving purchase offers from the general public. Boone County shall be given the opportunity to purchase the portable traffic lights directly before sale to the general public or equipment dealer is offered.
 3. **DURATION** - This agreement shall commence on the date that each party signs this agreement and shall continue thereafter until ten (10) years after the purchase of the portable traffic lights, pursuant to the above mentioned TSIP Agreement. After said ten (10) year TSIP Agreement duration, this agreement shall be automatically renewed every July 1 for a period of one year unless terminated sooner as provided in Paragraph 8.
 4. **PURPOSE** - The purpose of this Agreement is to accomplish the proposed project as described in accordance with the aforesaid scope of work and in agreement with conditions specified in this Agreement.
 5. **ADMINISTRATION** - Story County shall be responsible for the administration of this agreement.
 6. Story County and Boone County agree to save and indemnify and keep harmless, each other against all liabilities, judgements, costs, and expenses which may in any way come against Story County or Boone County or which in any way result from carelessness or neglect of either party or its agents, employees, or workmen in any respect whatsoever.
 7. Story County and Boone County agree to indemnify and hold each other, their employees and agents, wholly harmless from any damages, claims, demands, or suits by any person or persons arising out of any acts of omissions by Story County or Boone County, its agents, servants or employees in the course of any work done in connection with any of the matters set forth in this agreement.
 8. **TERMINATION** -
 - a. This Agreement shall be considered binding upon Story County and Boone County for ten (10) years per the TWIP agreement and shall not be terminated until provisions of paragraph 8b are met after the original ten (10) years has passed.
 - b. This Agreement may be terminated by any party upon written notice to the other parties no later than January 1st of a given year. Said termination may occur no earlier than July 1st following the notice.
 - c. Upon termination, ownership of all equipment purchased pursuant to this Agreement shall revert to Story County and they may maintain, sell, or dispose of the equipment in a manner that is practical and consistent with practices at the time.

IN WITNESS WHEREOF, the Counties have set their hands, for the purposes herein expressed, on the dates indicated below.

(File with the Boone County Recorder, the Story County Recorder, and the Iowa Secretary of State)

APPROVED BY: STORY COUNTY BOARD OF SUPERVISORS

[Signature]

Lisa Heddens, Chairperson
Story County Board of Supervisors

Date: 3/11/25

ATTEST:

[Signature]

Lucy Martin, Story County Auditor

On this _____ day of _____, 2025, before me, _____, a Notary Public, in and for the State of Iowa, personally appeared Lisa Heddens and Lucy Martin, to me personally known and who, being duly sworn, did say that they are the Chairperson of the Board of Supervisors and County Auditor, respectively, of the County of Story, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its Board of Supervisors, as contained in the resolution adopted by the Board of Supervisors, under Resolution No. _____, of the Board of Supervisors on the _____ day of _____, 2025, and Lisa Heddens and Lucy Martin acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public

APPROVED BY: BOONE COUNTY BOARD OF SUPERVISORS

[Signature]

Shawn Bryant, Chairperson
Boone County Board of Supervisors

Date 2/26/2025

ATTEST:

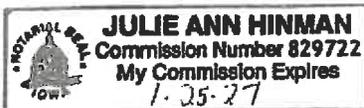
[Signature]

Diane Patrick, Boone County Auditor



On this 26th day of February, 2025, before me, Julie Hinman, a Notary Public, in and for the State of Iowa, personally appeared Shawn Bryant and Diane Patrick, to me personally known and who, being duly sworn, did say that they are the Chairperson of the Board of Supervisors and County Auditor, respectively, of the County of Boone, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its Board of Supervisors, as contained in the resolution adopted by the Board of Supervisors, under Resolution No. 25-11, of the Board of Supervisors on the 26th day of February, 2025, and Shawn Bryant and Diane Patrick acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

[Signature]
Notary Public



**IOWA DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR TRAFFIC SAFETY IMPROVEMENT PROGRAM FUNDING
(Traffic Control Device)**

County	<u>Story</u>
Recipient	<u>Story County</u>
Project No.	<u>L-TSF-C085(186)--74-85</u>
Iowa DOT	
Agreement No.	<u>2026-TS-031</u>

This agreement is entered into by and between the Iowa Department of Transportation, hereinafter designated the "DOT", and Story County, Iowa, hereinafter designated the "Recipient". The Recipient submitted an application to the DOT for funding through the Traffic Safety Improvement Program (TSIP) under Iowa Code Section 312.2(11), and the application was approved by Transportation Commission Order No. SO-2025-42 on December 10, 2024.

Pursuant to the terms of this agreement, and applicable statutes and administrative rules, the DOT agrees to provide funding to the Recipient to aid in the development of a certain traffic safety improvement project.

In consideration of the foregoing and the mutual promises contained in this agreement, the parties agree as follows:

1. Project Information

- a. The Recipient shall be the lead local governmental agency for carrying out the provisions of this agreement.
- b. All notices required under this agreement shall be made in writing to the DOT's and/or the Recipient's contact person. The DOT's contact person shall be the Local Systems Project Development Engineer, Jenifer Bates, and the Local Systems Central Region Field Engineer, Brian Catus. The Recipient's contact person shall be the County Engineer, Darren Moon.
- c. The Recipient shall be responsible for the development and completion of the following described project located in Story County:

Purchase of portable temporary traffic signals for county-wide use in work zones. See Exhibit A-1 for the location of the project and Exhibit A-2 for the estimated project cost.

- d. Project-specific funding stipulations in order for the project to be considered eligible to receive TSIP funds include:

The Recipient shall make the portable temporary traffic signals available for a minimum of 10 years to Boone County when requested and not in use by the Recipient. A Portable Temporary Traffic Signal Sharing Agreement, compliant with Iowa Code Chapter 28E, shall be signed by Story County and Boone County. The executed 28E Agreement shall be submitted to the DOT upon Recipient execution of this Agreement.

2. Project Costs

- a. Eligible project costs for the project described in Section 1 of this agreement, which are incurred after the effective date of Commission approval, shall be paid from TSIP funds and other funds as listed below, subject to the execution of a signed agreement:

TSIP funds: \$50,000

- b. The portion of the total project costs paid by TSIP funds shall not exceed the amount stated above or the actual cost of the TSIP eligible items, whichever is the lesser amount.
- c. If a letting is required, the project shall be let to contract before July 1, 2027. The project may be let prior to July 1, 2025; however, no reimbursement from TSIP funds may occur prior to July 1, 2025. If a letting is not required, project activities shall be initiated prior to July 1, 2027. If any of these conditions are not met, the Recipient may be in default, for which the DOT may revoke funding commitments. This agreement may be extended for a period of 12 months upon receipt of a written request from the Recipient at least 30 days prior to the deadline.
- d. Project activities or costs considered eligible for TSIP funds include the cost of materials purchased for initial installation of traffic control devices or replacement of obsolete traffic control devices. Devices shall comply with the applicable warrants in the Manual on Uniform Traffic Control Devices (MUTCD) as adopted in 761 Iowa Administrative Code, Chapter 130.1(321).
- e. Project activities and costs considered ineligible for TSIP funds include, but are not limited to, the following: (a) any and all costs incurred prior to Commission approval of funding; (b) maintenance or energy costs; (c) installation costs; (d) aesthetic items such as brick pavers or decorative lighting/signal poles; and (e) lighting not installed on a shared traffic signal pole.
- f. For traffic control device projects, where the devices will be furnished and installed by a contractor, the contract will need to have a bid item for materials only.
- g. If Federal highway funds, Federal Swap funds, Farm-to-Market funds, or other Federal funds are used in combination with TSIP funds, the Recipient shall also follow all administrative and contracting procedures which would normally be used when such funds are used on a non-TSIP funded project. The Recipient shall comply with all requirements for the use of said funds.

3. Right of Way and Permits

- a. In the event right-of-way is required for the project, said right-of-way shall be acquired in accordance with 761 Iowa Administrative Code Chapter 111, Real Property Acquisition and Relocation Assistance. If the project impacts the Primary Road System, the Recipient shall submit preliminary right-of-way plans to the DOT's Right of Way Bureau (Property Management Local Public Agency Coordinator) for review and approval prior to the commencement of any acquisition negotiations.

Additionally, the portions of right of way acquired for improvements in the Primary Road System right of way shall be acquired in the name of the State of Iowa, for the use and benefit of the Iowa DOT. The Recipient shall be responsible for closing the real estate transaction for each parcel, disbursing funds to sellers, and obtaining all necessary documents required to clear title to the land acquired per Iowa Land Title Standards and the current Iowa DOT Right of Way Manual. The Recipient shall also be responsible for filing all conveyance and title clearing documents with the County Recorder and shall provide the DOT Right of Way Bureau with copies of all completed purchase agreements/contracts, deeds, easements, condemnation documents, and acquisition plats (for State right of way) upon completion of the right of way activities. The Recipient, or the Recipient's closing agent, shall be responsible for preparing and filing Form 1099-S (Proceeds from Real Estate Transactions) with the Internal Revenue Service for all reportable real estate transactions pursuant to current IRS requirements.

- b. The Recipient shall be responsible for obtaining any permits, such as the Work Within the Right-of-Way Permit, Access Connection/Entrance Permit, Utility Accommodation Permit, Application for Approval of a Traffic Control Device, and/or other construction permits required for the project prior to the start of construction. Neither the approval of the TSIP application for funding, nor the signing of this agreement, shall be construed as approval of any required permit from the DOT.

- c. The Recipient shall be responsible for obtaining any environmental permits and approvals, when necessary, to comply with all environmental regulations.

4. Project Design

- a. The Recipient shall develop all project improvements using engineering judgment. The Recipient shall use the DOT Design Manual on projects involving the Primary Road System and/or routes located on the National Highway System. Projects not located on the Primary Road System or National Highway System shall use "A Policy on Geometric Design of Highways and Streets" (latest edition), by the American Association of State Highway and Transportation Officials. In all cases the "The Manual on Uniform Traffic Control Devices for Streets and Highways" (MUTCD), as adopted pursuant to 761 Iowa Administrative Code, Chapter 130 shall apply.

5. Procurement

- a. If the estimated project cost is greater than the competitive bid threshold established pursuant to Iowa Code 314.1, the Recipient shall follow the competitive bidding procedures in Iowa Code sections 26.3 through 26.13. Project plans, specifications, and engineer's cost estimate for traffic control devices shall be prepared and certified by a professional engineer licensed to practice in the State of Iowa. The Recipient shall submit the plans, specifications, and other contract documents to the DOT for review. This submittal may be in divisions and in the order of preference as determined by the Recipient. However, the plans, specifications, and other contract documents for each division must be submitted at least ten weeks prior to the project letting of each division. The DOT shall review said submittal(s) recognizing the Recipient's development schedule and shall, after satisfactory review, authorize in writing the Recipient to proceed with implementation of the project. The work on this project shall be in accordance with the survey, plans, and specifications on file. Any substantial modification of the plans and specifications must be approved by the DOT prior to the modification being put into effect.
- b. If the estimated project cost is less than the competitive bid threshold established pursuant to Iowa Code section 314.1, the Recipient shall solicit competitive quotations in accordance with Iowa Code section 26.14. Before placing an order to purchase the materials, the Recipient shall provide the DOT with a summary of the quotes received and the vendor selected and request approval to proceed. After receiving DOT approval, the Recipient may proceed with the purchase of materials.
- c. The Recipient shall notify prospective bidders or quoters that Sales Tax Exemption Certificates will be issued, as provided for by Iowa Code section 423.3, subsection 80. The Recipient shall be responsible for obtaining the sales tax exemption certificates through the Iowa Department of Revenue and Finance. The Recipient shall issue these certificates to the successful bidder or quoter and any subcontractors to enable them to purchase qualifying materials for the project free of sales tax.
- d. The Recipient shall use positive efforts to solicit bids or quotes from and to utilize Targeted Small Business (TSB) enterprises as contractors and ensure that the contractors make positive efforts to utilize these enterprises as subcontractors, suppliers, or participants in the work covered by this agreement. Efforts shall be made and documented in accordance with Exhibit B which is attached hereto and by this reference incorporated into this agreement.

6. Construction and Maintenance

- a. The Recipient shall conduct the project development and implementation in compliance with applicable laws, ordinances, and administrative rules.
- b. The Recipient shall maintain records, documents, and other evidence in support of work performed under the terms of this contract. All accounting practices applied, and all records maintained, will be in accordance with generally accepted accounting principles and procedures. Documentation shall be

made available for inspection and audit by authorized representatives of the DOT or its designee at all reasonable times during the period of the contract and for three (3) years after the date of final reimbursement. Reimbursement shall be based on eligible actual and indirect costs associated with performance of the contract work. The Recipient shall provide copies of said records and documents to the DOT upon request.

- c. The Recipient shall require its contractors to permit the DOT authorized representative to inspect all work materials, records, and any other data with regard to agreement related costs, revenues, and operating sources.
- d. The Recipient shall install, or cause to be installed, the traffic control devices provided by this agreement.
- e. Upon project completion and prior to final reimbursement for the project, the Recipient shall furnish one set of "as-built" plans for any portion of the project which is on, or intersects with, any Primary Road or Primary Road extension to the DOT's contact person for future maintenance and road design purposes.
- f. If this project requires the installation of, or modification to, a traffic signal system, the Recipient shall be responsible for all future ownership, maintenance, operation, and energy costs of said installation or modification.
- g. The Recipient hereby certifies that, for a period of five (5) years following completion of the project and receipt of final reimbursement from the DOT, there shall be no modifications in the geometric features, the construction features, or the access management features (including driveway design and location) of the project, nor shall there be any fixed objects or obstructions placed in any clear zone established in conjunction with this project without the prior written approval of the Traffic and Safety Bureau. Failure to comply shall be considered a default under the terms of this agreement.

7. Payments and Reimbursements

- a. The Recipient may submit to the DOT periodic itemized claims for reimbursement for eligible project activities. Eligible and ineligible costs are outlined in Iowa Administrative Code (IAC) 761 Chapter 164, Traffic Safety Improvement Program (see IAC 761-164.6(312) and IAC 761-164.7(312)). Reimbursement claims shall include certification by a professional engineer licensed to practice in the State of Iowa that all eligible project activities for which reimbursement is requested have been completed in substantial compliance with the terms of this agreement. Reimbursement claims shall not be submitted until after July 1, 2025.
- b. The DOT will reimburse the Recipient for properly documented and certified claims for eligible project costs. The DOT may withhold up to 5% of the construction costs, or 5% of the TSIP funds available for the project, whichever is less. Reimbursement will be made either by State warrant or by crediting other accounts from which payment was initially made. If, upon final audit or review, the DOT determines the Recipient has been over-reimbursed, the Recipient shall reimburse the overpaid amount to the DOT. After the final audit or review is complete, and after the Recipient has provided all required paperwork, the DOT will release the funds withheld, if any.
- c. Upon completion of the project described in this agreement, a professional engineer licensed to practice in the State of Iowa shall certify in writing to the DOT that the project activities were completed in substantial compliance with the terms of this agreement. Final reimbursement of TSIP funds shall be made only after the DOT accepts the project as complete.
- d. The Recipient shall request reimbursement and final payment from the DOT within one year of field completion of the work. If this condition is not met, the Recipient may be in default, for which the DOT may revoke funding commitments.

- e. If the Recipient fails to perform any obligation under this agreement, the DOT shall have the right, after first giving thirty (30) days written notice to Recipient by certified mail return receipt requested, to declare this agreement in default. The Recipient shall have thirty (30) days from date of mailing of the notice to cure the default. If the Recipient cures the default, the Recipient shall notify DOT no later than five (5) days after cure or before the end of said thirty (30) day period to cure default. Within ten (10) working days of receipt of Recipient's notice of cure, the DOT shall issue either a notice of acceptance of cure or notice of continued default.
- f. In the event a default is not cured, the DOT may revoke funding commitments and/or seek repayment of TSIP funds granted by this agreement through charges against the Recipient's road use tax funds.

8. General Provisions

- a. This agreement shall be considered to be in default if the DOT determines that the Recipient's application for funding contained inaccuracies, omissions, errors, or misrepresentations.
- b. To the extent allowed by law, the Recipient agrees to indemnify, defend, and hold the DOT harmless from any action or liability arising out of the design, construction, maintenance, placement of traffic control devices, or inspection of this project. To the extent allowed by law, this agreement to indemnify, defend and hold harmless applies to all aspects of the DOT's application review and approval process, plan and construction reviews, and funding participation.
- c. In accordance with Iowa Code Chapter 216, the Recipient shall not discriminate against any person on the basis of race, color, creed, age, sex, sexual orientation, gender identity, national origin, religion, pregnancy, or disability.
- d. The Recipient shall comply with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973 (Section 504), and the associated Federal regulations that implement these laws.
- e. The Recipient shall take the necessary actions to comply with applicable State and Federal laws and regulations. To assist the Recipient, the DOT has provided guidance in the Non-Federal-aid Project Development Guide (Non-Federal-aid Guide) and the Instructional Memorandums to Local Public Agencies (I.M.s) that are referenced by the Guide. Both are available on-line at: https://www.iowadot.gov/local_systems/publications/im/lpa_ims.htm. The Recipient shall follow the applicable procedures and guidelines contained in the Non-Federal-aid Guide and I.M.s in effect at the time project activities are conducted.
- f. If any part of this agreement is found to be void and unenforceable then the remaining provisions of this agreement shall remain in effect.
- g. This agreement is not assignable without the prior written consent of the DOT.
- h. It is the intent of both parties that no third-party beneficiaries be created by this agreement.
- i. In case of dispute concerning the terms of this agreement, the parties shall submit the matter to arbitration pursuant to Iowa Code Chapter 679A. Either party has the right to submit the matter to arbitration after ten (10) days' notice to the other party of their intent to seek arbitration. The written notice must include a precise statement of the disputed question. The DOT and the Recipient agree to be bound by the decision of the appointed arbitrator. Neither party may seek any remedy with the state or federal courts absent exhaustion of the provisions of this paragraph for arbitration.
- j. This agreement, including referenced exhibits, constitutes the entire agreement between the DOT and the Recipient concerning this project. Representations made before the signing of this agreement are not binding, and neither party has relied upon conflicting representations in entering into this agreement. Any change or alteration to the terms of this agreement must be made in the form of an

January 2025

addendum to this agreement. Said addendum shall become effective only upon written approval of the DOT and Recipient.

IN WITNESS WHEREOF, each of the parties hereto has executed Agreement No. 2026-TS-031 as of the date shown opposite its signature below.

Recommended for approval by:

Darren Moon 3-5-25

Darren R Moon, P.E. Date

Story County, Iowa:

By: [Signature]

Date 3/11, 2025.

Title: Vice Chair, Board of Supervisor

I, LUCY MARTIN, certify that I am the Auditor of the County, and that

LINDA MURKIN, who signed said Agreement for and on behalf of the County was duly

authorized to execute the same by virtue of a formal Resolution duly passed and adopted by the County,

on the 11th day of MARCH, 2025.

Signed [Signature]
Story County Auditor

Date MARCH 11, 2025.

Iowa Department of Transportation:

By: _____
Hossein Naraghi, PhD
Director
Traffic and Safety Bureau

Date _____, 20____.

January 2025

EXHIBIT A-2
[Estimated Project Cost]

Quantity	Item	Description	Unit Price	Extension
1.00	LDPTS	ONE PAIR OF POP-UP LIGHT DUTY TRAILERS (ONE MASTER, ONE SECONDARY) W/ WIRELESS TRAFFIC CONTROL AND SOLAR POWER	54,900.00	54,900.00
2.00	MISC	VPR-26-OMJC: VEHICLE DETECTOR	1,100.00	2,200.00
1.00	MISC	FALCONMAX_OMJC03HF: 3 BUTTON REMOTE SYSTEM 900MHZ, 12VDC, ANTENNA BULKHEAD PATCH CABLE, CUSTOM OMJC LABELING free delivery and training	2,900.00	2,900.00
			Subtotal	60,000.00
			Sales Tax	
			Freight	
			Total	60,000.00

**EXHIBIT B
UTILIZATION OF TARGETED SMALL BUSINESS (TSB) ENTERPRISES
ON NON-FEDERAL AID PROJECTS
(THIRD-PARTY STATE-ASSISTED PROJECTS)**

In accordance with Iowa Code Section 19B.7, it is the policy of the Iowa Department of Transportation (Iowa DOT) that Targeted Small Business (TSB) enterprises shall have the maximum practicable opportunity to participate in the performance of contracts financed in whole or part with State funds. Refer to Local Systems I.M. 5.020 for additional information.

Under this policy the Recipient shall be responsible to make a positive effort to solicit bids or proposals from TSB firms and to utilize TSB firms as contractors or consultants. The Recipient shall also ensure that the contractors or consultants make positive efforts to utilize TSB firms as subcontractors, subconsultants, suppliers, or participants in the work covered by this agreement.

The Recipient's "positive efforts" shall include, but not be limited to:

1. Obtaining the names of qualified TSB firms from the Iowa Economic Development Authority (515-348-6200) or from its website at: <https://www.iowaeda.com/small-business/targeted-small-business/>
2. Notifying qualified TSB firms of proposed projects involving State funding. Notification should be made in sufficient time to allow the TSB firms to participate effectively in the bidding or request for proposal (RFP) process.
3. Soliciting bids or proposals from qualified TSB firms on each project, and identifying for TSB firms the availability of subcontract work.
4. Considering establishment of a percentage goal for TSB participation in each contract that is a part of this project and for which State funds will be used. Contract goals may vary depending on the type of project, the subcontracting opportunities available, the type of service or supplies needed for the project, and the availability of qualified TSB firms in the area.
5. For construction contracts:
 - a) Including in the bid proposals a contract provision titled "Targeted Small Business (TSB) Affirmative Action Responsibilities on Non-Federal Aid Projects (Third-Party State-Assisted Projects)" or a similar document developed by the Recipient. This contract provision is available in Local Systems I.M. 5.020.
 - b) Ensuring that the awarded contractor has and shall follow the contract provisions.
6. For consultant contracts:
 - a) Identifying the TSB goal in the Request for Proposal (RFP), if one has been set.
 - b) Ensuring that the selected consultant made a positive effort to meet the established TSB goal, if any. This should include obtaining documentation from the consultant that includes a list of TSB firms contacted; a list of TSB firms that responded with a subcontract proposal; and, if the consultant does not propose to use a TSB firm that submitted a subcontract proposal, an explanation why such a TSB firm will not be used.

The Recipient shall provide the Iowa DOT Administering Bureau the following documentation:

1. Copies of correspondence and replies, and written notes of personal and/or telephone contacts with any TSB firms. Such documentation can be used to demonstrate the Recipient's positive efforts and it should be placed in the project file.
2. Bidding proposals or RFPs noting established TSB goals, if any.
3. Form 260017 "Checklist and Certification for the Utilization of Targeted Small Businesses (TSB)" shall be filled out upon completion of each project.
<https://iowadot.seamlessdocs.com/f/ChecklistandCertforUtilizationofTSBonNonFederalProjects>



Tyler Technologies Invoice and License Agreement

Empowering people who serve the public™

5101 Tennyson Pkwy
Plano, TX 752024
Tax ID#: 75-2303920
DUNS#: 04-108-9293
UEI#: GKHLESVNFMZ3
Deliver to: zskelton@storycountyowa.gov

Invoice number: PRI101-00001084
Date: 2/26/2025

Payment terms: 60 PO #: 0
Due date: 4/27/2025 Requisition #:
Billing period: 202502 Customer account: 44700

Bill To:

Story County Veterans Affairs, Iowa
126 S. Kellog Ave
Suite 001
Ames IA 50010

Table with 4 columns: Description, Users, Rate, Extended Amount. Rows include Story County Veterans Affairs, Iowa Tyler Veterans Benefits Renewal, Story County Veterans Affairs, Iowa Tyler Veterans Benefits Remote Sign Renewal, and Story County Veterans Affairs, Iowa Tyler Veterans Benefits Benefits Claims Renewal.

Summary table with 2 columns: Item, Amount. Rows: Invoice Total (\$1,138.46), Tax, Total Due (\$1,138.46).

I hereby certify that costs requested for reimbursement are directly related to performance under the contract and are allowable and properly documented.

Michelle S Palmer

Michelle Palmer
Controller - Platform Solutions Division
Date: 2/26/2025

For invoice questions or concerns, please contact
Billing & Accounts Receivable
Tyler Technologies - Platform Solutions Division
(vm) 571.430.2290
FD-BillingTeam@tylertech.com

Remit to:
Via EFT: Wells Fargo Bank, N.A.
ABA Number: 121000248
Account Number: 4124302472
ACH@TylerTech.com
Via check: Tyler Technologies, Inc.
PO Box 203556
Dallas, TX 75320-3556
Via Credit Card: https://tylertech.accessgov.com/billpay/Forms/Page/billpay/invoice

APPROVED DENIED
Board Member Initials: gm
Meeting Date: 3/11/25
Follow-up action:

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
 requester. Do not
 send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	<p>1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) Tyler Technologies, Inc.</p> <p>2 Business name/disregarded entity name, if different from above.</p>	
	<p>3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____</p> <p style="font-size: x-small;">Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals, see instructions on page 3): Exempt payee code (if any) 5</p> <p>Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____</p> <p style="font-size: x-small;">(Applies to accounts maintained outside the United States.)</p>
	<p>3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions _____ <input type="checkbox"/></p>	
	<p>5 Address (number, street, and apt. or suite no.). See instructions. 5101 Tennyson Parkway</p> <p>6 City, state, and ZIP code Plano, TX 75024</p>	<p>Requester's name and address (optional)</p>
	<p>7 List account number(s) here (optional)</p>	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number											
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> </tr> </table>											
OR											
Employer identification number											
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">7</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">5</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">-</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">2</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">3</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">0</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">3</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">9</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">2</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">0</td> </tr> </table>	7	5	-	2	3	0	3	9	2	0	
7	5	-	2	3	0	3	9	2	0		

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person *Emily Laroux* Date **8/1/2024**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

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Account Name
STORY COUNTY

Account Number
1612164

Statement Date
11/1/2024

Current Charges Summary for 2DF Ames, IA to Nevada, IA - I074-IA-090

Charges for Services

For Nov 1, 2024 To Oct 31, 2025

	Qty	Rate	Amount
Dark Fiber - O&M - UL/DARK/172330//UDF/ - Story County-2213 Pammel Dr to Story County-Intersection of 10th St and N Ave			
O&M - Annually	1	6,677.76	6,677.76
O&M - November 2023 Escalation	1	1,446.40	1,446.40
Total Charges for Services			8,124.16

Total Current Charges Summary for 2DF Ames, IA to Nevada, IA - I074-IA-090 **\$8,124.16**



Account Name
STORY COUNTY

Account Number
1612164

Statement Date
11/1/2024

Route Order Summary

Route Order	Services	Recurring Charges	One Time Charges	Taxes and Fees	Total Amount
2DF Ames, IA to Nevada, IA - I074-IA-090		8,124.16	.00	.00	8,124.16
	Charges	8,124.16	.00	.00	8,124.16
	Totals:				
	Grand Totals:	\$8,124.16	\$0.00	\$0.00	\$8,124.16



Story County Conservation Board - McFarland Park 56461 180th 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: March 10, 2025
Re: Consideration of Amendment to the Cash Rent Farm Lease with Chance Flynn for Farming Portions of the Deppe Family Wildlife Area.

The attached amendment makes changes to the acreage of the cash rent lease with Chance Flynn for the Deppe Family Wildlife Area. The number of acres in the original lease was more than actual farmed acres. The acres are being reduced from 95 to 85. This number has been verified by Story County GIS as well as the operator and his providers.

The Story County Conservation Board recommends your approval.


Approval

3/11/25
Date

Disapproval

Date

Cash Rent Farm Lease Amendment

THIS AMENDMENT TO CASH RENT FARM LEASE is made and entered into on this 7th day of March, 2025, by and between Story County, Iowa ("Owner") and **Chance Flynn**, ("Operator").

WITNESSETH:

NOW THEREFORE, Owner and Operator agree as follows:

- (1) The parties have previously entered into a Cash Rent Farm Lease, dated **October 25, 2023**, concerning the **Deppe Family Conservation Area**.
- (2) At the time the lease was initially executed, The Iowa Natural Heritage Foundation (INHF) owned the property.
- (3) Section 2.E of said Lease calls for Lease terms and conditions to survive title change.
- (4) Title has subsequently been transferred to Story County.
- (5) Furthermore, Paragraphs 1 and 2B of the Lease erroneously listed the acreage as approximately 95 acres, but the actual acreage is approximately 85 acres.

NOW THEREFORE, the parties agree to the following Lease amendment:

1. That paragraph 1 of said Lease shall be amended to read as follows: Legal Description: 85 acres in the Northwest Quarter (NW ¼) of the Northeast Quarter (NE ¼) lying West of Right-of-Way of U.S. Interstate Highway #35; the East Half (E 1/2) of the Northwest Quarter (NW1/4) except road; and the East Eleven 11 ½ acres of the Northwest Quarter (NW1/4) of the Northwest Quarter (NW1/4) except road, all in Section Eighteen (18), Township Eighty-four (84) North, Range Twenty-three (23) West of the 5th P.M., Story County, Iowa.
2. That paragraph 2B of said Lease shall be amended to read as follows: Contract Acres: There are approximately 85 contract acres available.
3. The parties further agree that all other terms and conditions of the original Lease remain in full force and effect except as specifically modified by this amendment.

Story County Conservation Board:

Craig Meyers

Craig Meyers, Chair

3/10/25

Date

Operator:

Chance Flynn

Chance Flynn, Owner

3/7/2025

Date

Chance Flynn
65297 Richland Street
Nevada, Iowa 50201

Story County, Iowa:

Amber

Chair, Board of Supervisors

3/7/2025

Date



Memorandum

To: Story County Board of Supervisors
Through: Michael D. Cox, Director
From: Ryan Wiemold, Parks Superintendent
Date: March 11, 2025
Re: Consideration of Change Order #3 with Harold Pike Construction for the McFarland Park Shop Project for \$5,501.47.

The attached change order reflect changes necessary for the McFarland Shop replacement. The change order shows both cost increases and cost decreases. Efforts have been taken by all parties to contain costs and provide as much cost reduction as possible. See explanation of these items on the following page.

Credits

CR-23	Electrical Supply Credit – will be billed from Midland directly	(\$ 2,308.53)
	Total Credits	(\$ 2,308.53)

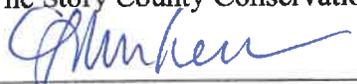
Additional Costs

CR-08	Additional blocking for window framing	\$ 1,052.00
CR-09	Modify structural window headers to align with door heads	\$ 634.00
CR-11	Grab bars for HC Shower	\$ 456.00
CR-13	Duct Bulkhead (no cost covered by design team)	\$ 0.00
CR-15	Added insulation in attic provided by revised truss configuration (R-30)	\$ 1,884.00
CR-24	Modify ductwork to clear revised floor framing	<u>\$ 3,784.00</u>
	Total Cost	\$ 7,810.00
	Net Cost	\$ 5,501.47

A summary of these items is included on the following page.

In addition to the design team covering the cost of the bulkhead framing, RMH will be making a donation of \$5,000 to the Story County Friends of Conservation Trust Fund to cover some of these miscellaneous items. Funding for the change order is available in the Friends of Conservation Trust Fund.

The Story County Conservation Board recommends your approval.


Approval
3/11/25
Date

Disapproval

Date

- **CR-8 2x4 blocking around windows for nailer** **\$1,052.00**

Work was necessary to provide solid blocking at perimeter of window framing for nailing flange. Foam sheathing as required by code does not provide solid nailing surface. HPC determine this to be the best way to provide solid blocking.

- **CR-9 Modify Window Headers** **\$634.00**

HPC ripped down 12" header material to make sure exterior windows aligned with other door openings on the exterior. Perhaps was not absolutely necessary but was completed and makes a better overall appearance for building.

- **CR-11 Grab bars for shower** **\$456.00**

Shower stall that was specified and provided did not include required grab bars for ADA compliance. As a result is was cheaper than a fully compliant stall however grab bars have to be added to meet requirements resulting in additional cost which would have been included had ADA stall been scheduled.

- **CR-13 Duct Bulkhead** **\$0.00**

This cost will be handled by design team directly with HPC as bulkhead framing was missed in drawings.

- **CR-15 Add additional insulation to attic from R-19 to R-30** **\$1,884.00**

Revised roof framing configuration allows for additional insulation to be installed in attic. Cost is to go from R-19 as specified to R-30. Will pay for itself over time with energy efficiency and is a good return on investment.

- **CR-23 Electrical Power Service - reconnect, new transformer** **(\$2,308.53)**

Credit. Contractor was contracted to disconnect and reconnect electrical service to the Shop. Power supplier (Midland) noted significant voltage drop between transformer and shop and very aged transformer. Midland will replace transformer and connect electrical service to the shop for \$2,316.30- to be billed directly to SCC. Construction contractor will remove this cost from the contract. This item will result in an additional cost of \$7.77 and will offer better electrical service to shop from the transformer.

- **CR-24 Revised Duct** **\$3,784.00**

Concealed ductwork was not possible due to solid floor framing required to carry mezzanine storage loading. Lighter loads would have allowed cutting through joists for duct runs. Cost is for exposed rectangular ductwork at building edges (which is more costly than concealed round ductwork) and painting of exposed duct.



Story County Conservation Board - McFarland Park 56461 180th 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: March 11, 2025
Re: Consideration of Story County Commercial Drivers License Agreement with Nathan Schmitt, Vegetation Management Specialist.

The attached Agreement binds the County to pay for training associated with a commercial drivers license (CDL), and the employee to repay those expenses should the employee leave county employment prior to two years after training.

CDL licensure is required for performance of the position and is not a prerequisite of employment. Training requirement were recently increased by the State of Iowa, necessitating a significantly greater expense.

The Story County Conservation Board recommends your acceptance of this Agreement


Approval

Disapproval

3/11/25
Date

Date

**STORY COUNTY
COMMERCIAL DRIVER LICENSE (CDL)
TRAINING AGREEMENT**

This agreement is entered into by Story County, Iowa, hereinafter referred to as "County" and Nathan Schmitt, hereinafter referred to as "Employee".

THE INTENT OF THIS AGREEMENT IS TO PROVIDE FOR THE CDL TRAINING OF **EMPLOYEE**, AND TO SPECIFY THE CONSIDERATION THAT **EMPLOYEE** PROVIDES THE COUNTY IN RETURN FOR THE TRAINING. IT SHALL NOT BE CONSTRUED IN ANY WAY AS AN EMPLOYMENT AGREEMENT WHICH WOULD PROFFER A PROPERTY RIGHT OR INTEREST ON **EMPLOYEE**.

1. The County and the Employee agree that the Employee will attend CDL training to obtain their CDL as required for their employment with the County. The County shall pay the expense of training up to a maximum amount of \$5,000.00. Employee will be responsible for any costs exceeding this amount. The County shall pay the Employee's regular wages during this training. The county shall maintain accurate records of all training costs paid on behalf of Employee and will provide Employee with a copy of any such records on Employee's request.
2. In consideration for providing for this training, Employee agrees to maintain full-time employment with the County for at least two (2) years from the date when the Employee obtains their CDL.
3. In the event the Employee does not successfully complete the training program, Employee shall be released from employment with the County, and Employee shall reimburse the County for the CDL training.
4. In the event the Employee voluntarily resigns from the County within two (2) years, the employee shall reimburse the County for the CDL training expenses incurred per the following Schedule:
 - A. The amount of reimbursement shall be determined as follows:
 - (1.) If the Employee resigns less than one year following completion of approved training, one hundred percent (100%) of the total training expenses.
 - (2.) If the Employee resigns one year or more but less than two years after the completion of approved training, fifty percent (50%).
5. If the Employee is dismissed during the probationary period or terminated by the County without having been employee for at least two years, the employee shall

reimburse the County for the total training expenses incurred according to the schedule as defined in paragraph 4.

6. At the discretion of the County, the requirement to repay any unpaid training costs owed for early termination, dismissal, or resignation may be waived for good cause, such as dismissal for reduction in force rather than termination for cause.
7. At the end of two years of service after obtaining CDL, the amount owed for training expenses by the Employee shall be zero dollars.
8. Payment of any training costs owed to the County by the Employee shall be made in full within thirty days of the last date of employment. Payment should be made to the Story County Treasurer's Office. The County may, at its discretion, arrange a repayment plan with Employee.
9. This agreement may be amended or canceled only upon the agreement of both the County and the Employee.
10. Employee acknowledges that they have read, understood, and agree to the terms of this agreement.

Executed this 10th day of March, 2025.

Employee

By: Nathan Schmitt _____ Date 3/11/25

Story County Conservation Board

By: Craig A. Meyer _____ Date 3/10/25
Chair

Story County Board of Supervisors

By: [Signature] _____ Date 3/11/25
Chair

County and MHDS Region Data Release Form

Story County, Iowa (known as the "Custodian") is the lawful custodian, as defined in Iowa Code §22.1(2) of certain records, described below (the "Records") in the Community Services Network ("CSN") which is a medical record platform that is owned and operated by Iowa Counties Technology Services ("ICTS"), a 28E entity of which the Iowa State Association of Counties ("ISAC") manages the programs within ICTS. ICTS is a Business Associate of Custodian, as the term "Business Associate" is defined under the federal Health Insurance Portability and Accountability Act ("HIPAA"). The Custodian acknowledges that the Records in CSN include records which are protected under federal and state laws, including but not limited to HIPAA, 42 C.F.R. Part 2, Iowa Code Section 125 and Iowa Code Section 228. Custodian directs ICTS to release the following records from CSN to the Iowa Department of Health and Human Services ("Iowa HHS"):

Specific information to be released to Iowa HHS:

All commitment data required by Iowa Administrative Code 441-25.56 that has been entered by Mental Health Advocates in the CSN for the purpose of providing the continuity of care to Iowa HHS clients by which Story County, Iowa is the lawful custodian.

The Custodian is responsible for complying with state and federal privacy and confidentiality laws related to the Records and agrees to indemnify and hold ISAC and ICTS harmless for any and all costs and expenses incurred by or assessed against ISAC/ICTS, including attorney's fees and cost of collection, that may result from ISAC/ICTS' release of the Records to Iowa HHS as directed by Custodian in accordance with this County and MDHS Region Data Release Form. The parties acknowledge that ISAC/ICTS will not review and assess each Record prior to release of the Record to Iowa HHS. Therefore, ISAC/ICTS will not verify the completeness or accuracy of the Records and all Records provided to Iowa HHS shall be provided on an "as is" basis at the direction of Custodian without an analysis of the applicability of privacy laws including but not limited to those listed above. ISAC/ICTS makes no express or implied representations or warranties as to the accuracy or completeness of any Records released hereunder and shall have no liability relating to the disclosure of such Records to Iowa HHS or liability for the use of any of the Records by Iowa HHS or for any errors or omissions contained in the released information. As ISAC/ICTS prepares the Records to be released to Iowa HHS, additional guidance from the Custodian may be requested.

Custodian Entity Name: Story County, Iowa

Signature: Lucy Martin

Print Name: Lucy Martin

Title Auditor for Story County, Iowa

Date: MARCH 6, 2025

APPROVED

DENIED

Board Member Initials: AM

Meeting Date: 3/11/25

Follow-up action: _____

DENIED

Board Member Initials: _____

Meeting Date: _____

Follow-up action: _____

2022

Amended March 2025

APPROVED

DENIED

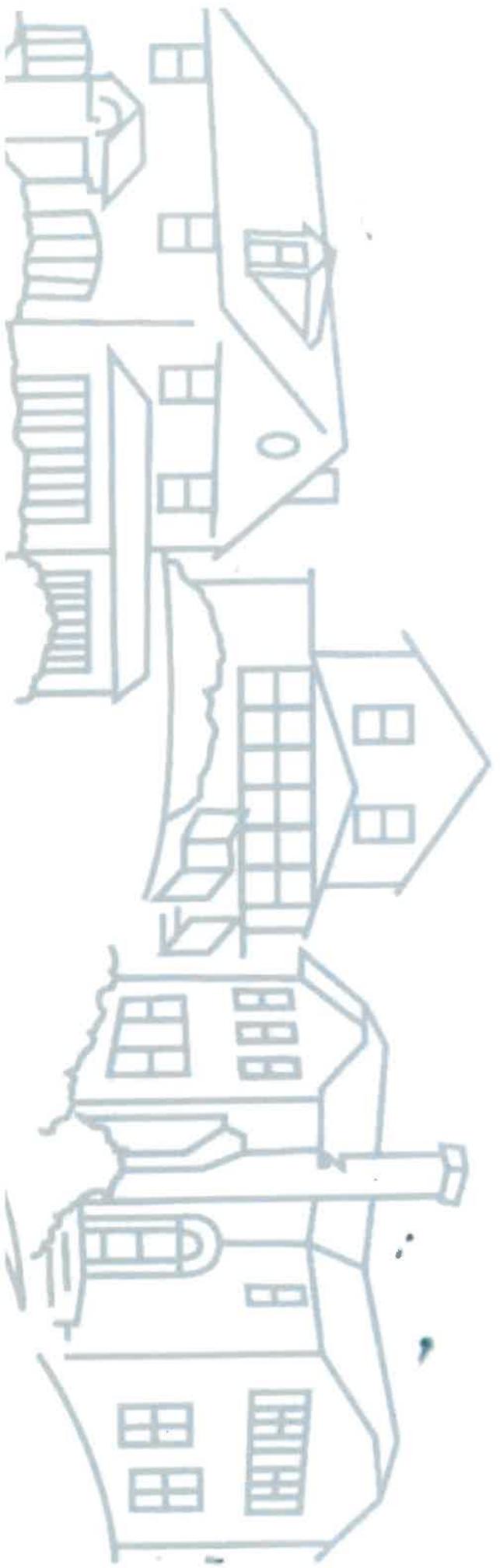
Board Member Initials: *SM*

Meeting Date: *3/11/25*

Follow-up action: _____

Housing Action Plan

IMPLEMENTATION OF THE STORY COUNTY HOUSING STUDY STORY COUNTY, IOWA BOARD OF SUPERVISORS – 2022



Engaging our diverse communities to responsibly provide
quality opportunities and services that matter

Accountability | Collaboration | Environment | Equity | Inclusivity | Innovation | Wise Use of Resources



This Housing Action Plan was preceded by the *Story County Housing Study (2021)*. The *Story County Housing Study* reviewed data available on Story County's (including all communities except the City of Ames) housing needs and the available housing stock to identify gaps.

PURPOSE OF THE HOUSING ACTION PLAN

This Housing Action Plan is developed to define strategies and approaches to meet the overall goals of identifying affordable housing needs and developing housing solutions.

On at least an annual basis, the Board of Supervisors will seek to review how many Story County residents are being assisted by the strategies outlined in this Action Plan. This review allows for a better determination of whether the needle on the affordable housing challenge is moving in positive directions.

PLAN ORGANIZATION

The *Table of Action Steps* beginning on page 6 defines Goals, Strategies and Tools to work towards implementation of the *Story County Housing Study*. Goals, Strategies, and Tools listed are not in any kind of priority order. *As the City of Ames was not included in the Story County Housing Study, these Goals/Strategies, and Tools listed are not applicable to the City of Ames.*

The Goal Statements, listed below, are outlined in greater detail in the *Story County Housing Study*.

Goal 1 Share risks with the private market when appropriate.

- Increase variety in the market.
- Prove that new construction and market rate rents can be supported.

Goal 2 Create a supply of affordable lots.

- Reduce the purchase price of homes by reducing the cost of lots.
- Lower the risk for the development of new affordable lots.

Goal 3 Grow the number of rental units for all age groups.

- Increase the supply of quality rental options.
- Provide rental options beyond traditional apartments, including duplexes, townhomes, and accessory dwelling units.

Goal 4 Foster grassroots efforts.

- Don't rely entirely on outside developers who need to build at large scales for profit margins.
- Find ways to partner local builders with local investors who have the means and passion for their communities to undertake land development.

Goal 5 Proactively preserve the existing housing stock.

- Continue to maintain the most affordable form of housing in Story County.
- Make people aware of programs for housing conservation.
- Promote community pride.

Goal 6 Maintain fair zoning and regulations.

- Approve projects objectively and logically.
- Update regulations for current policies/needs.

PLAN ASSUMPTIONS

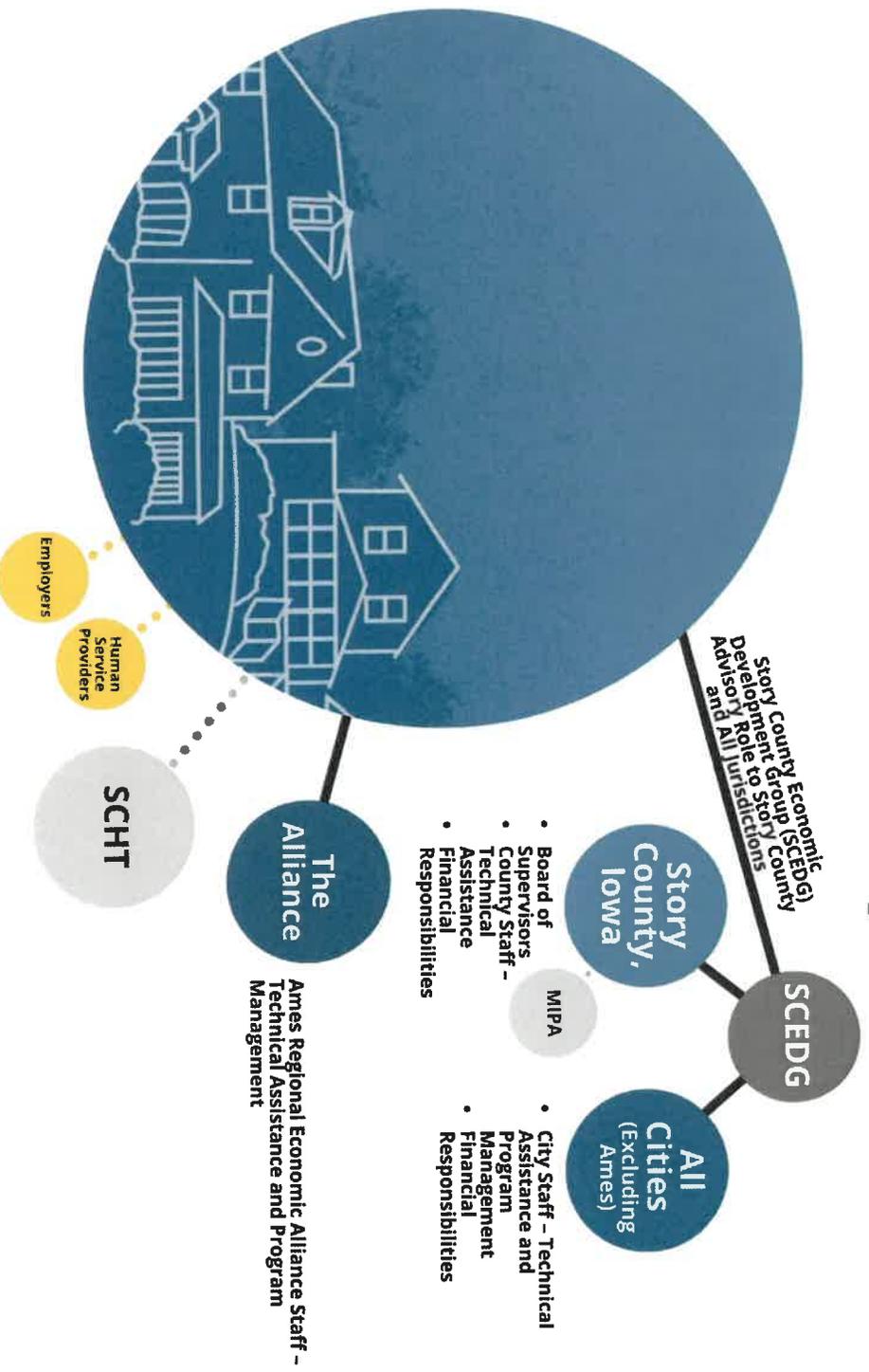
Primary assumptions guided development of this plan:

- **Analysis before implementation.** Most of the identified actions will require further analysis to determine how well it will respond to the specific need or gap jurisdictions attempt to fill.
- **Addressing emergency homeless response.** This action plan addresses permanent housing solutions; it does not address emergency homeless response. This plan is limited to actions that result in or support the creation/preservation of affordable and low-income housing. As part of the ongoing response to housing throughout Story County, it is necessary to continue to seek better data regarding unhoused individuals throughout all the communities in Story County. This plan should evolve as data becomes available.
- **Addressing household income.** This plan does not address the income side of the housing equation. Attracting living wage jobs, increasing the minimum wage, and other actions impacting a household's income could help make housing more affordable.
- **Targeted to low and moderate incomes.** The strategies in this plan aim to develop viable communities by providing decent housing and suitable living environments and expanding economic opportunities, principally for persons of low and moderate incomes.
- **Quality of life amenities.** Amenities like quality schools, parks, libraries, and grocery stores are highly valued and attractive to retain long-term residents. Continual improvements are essential, such as the expansion of fiber Internet to the whole County.
- **Climate change impacts considered.** This Action Plan will achieve the broadest impacts by ensuring strategies and decision-making that center equity, resiliency and climate change through the implementation of best practices.

IMPLEMENTATION OF THE PLAN

Successful implementation to achieve collective goals can only be achieved through partnerships amongst all jurisdictions in Story County. The image below demonstrates the framework for successful implementation of the strategies and tools outlined in this Action Plan.

Framework for Successful Implementation



The Story County Economic Development Group (SCEDG), established in the 1980s with the stated purpose to encourage economic development in Story County through joint efforts in Story County and the incorporated areas, serves as the overall planning committee of the Goals/Strategies/Tools defined in this Action Plan. The SCEDG, in an advisory role to the Story County Board of Supervisors and all the other jurisdictions, serves as the “Housing Committee” referenced in the Story County Housing Study, which describes the role to:

... refine and detail the steps for implementing the strategies in this study. The committee could empower local action on the strategies that fit city contexts and have a plan for continuing efforts in the future. Lastly, they could advocate for residents and sectors of the housing market in the county.

Quarterly progress updates will be presented at the SCEDG meetings by Story County staff and other key partners charged with implementation of tools in this Action Plan. In addition, reports will be presented to the Story County Board of Supervisors on an **quarterly annual** basis.

The **Table of Action Steps** associated with each strategy includes key information:

- **Tools:** Recommended strategies and tools to help achieve the stated goal
- **Resources/Responsibilities Required:** While Story County resources are needed to implement the action, including County staff resources, as well as financial resources required for the ongoing implementation of the item, successful implementation relies on staff and financial resources from other entities, including, but not limited to, other jurisdictions, Ames Economic Development Commission, Story County Housing Trust, and additional partners.
- **Timeframe to Accomplish:** Recommended timeframe for implementation
 - **Immediate/Short Term:** consider/implement within 1-3 years from adoption of the plan. These are color-coded this lighter shade of yellow.
 - **Medium Term:** consider/implement within 5 years from adoption of the plan. These are color-coded this lighter shade of orange.
 - **Long Term:** consider/implement within 10 years from adoption of the plan. These are color-coded this lighter shade of green.
 - **Ongoing:** this are items that will be ongoing tasks.

Table of Action Steps

Goal 1 Share risks with the private market when appropriate.			
1. Increase variety in the market.			
2. Prove that new construction and market rate rents can be supported.			
<p>Strategy 1.a Target new construction for all housing products except large lot single-family development with over 12,000 s.f. lots.</p> <ul style="list-style-type: none"> All price points acceptable, with policy incentives for homes under \$250,000 and rents under \$1,000. All cities and all locations outside of environmentally sensitive areas Incentive policies reserved for areas contiguous to existing development and/or a mix of housing types (small lot, attached, single-family, etc.) 			
Tools	Resources/Responsibility Required	Timeframe to Accomplish	
<p>Tool 1.a-a Establish new and strengthen existing public/private partnerships, including the Story County Housing Trust.</p>	<p>Relates to: 1.a-b, 1.a-c, 1.a-d, 1.a-f, 1.a-i, 1.a-j, 1.a-k, 3.b-b, 3.e-e, 3.e-f, 4.a-a, 4.a-c, 4.c-a, 6.d-a</p> <ul style="list-style-type: none"> County Staff (COSPM)* Financial Consultant County Staff (P&D)[✓] 	<p>Immediate/ Short Term ONGOING</p>	
<p>Tool 1.a-b Through a Requests for Proposals (RFP) process, identify an entity to implement the goals and strategies identified in this Action Plan under the direction of County staff.</p>	<p>Relates to: 1.a-b, 1.a-c, 1.a-d, 1.a-f, 1.a-i, 1.a-j, 1.a-k, 3.b-b, 3.e-e, 3.e-f, 4.a-a, 4.a-c, 4.c-a, 6.d-a</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial County Staff (P&D) 	<p>Immediate/ Short Term ✓</p>	
<p>Tool 1.a-c Working with major employers (private and public), explore opportunities to create employer-assisted housing programs.</p>	<p>Relates to: 1.a-a, 3.d-a</p> <ul style="list-style-type: none"> County Staff (COSPM) Ames Economic Development Commission Regional Economic Alliance Consultant 	<p>Immediate/ Short Term</p>	
<p>Tool 1.a-d Infrastructure cost-sharing. Explore the creation of partnerships and programming that allow local jurisdictions as well as non-profits and other third parties to partner with developers/builders for the cost-share of infrastructure installation costs associated with affordable housing construction.</p>	<p>Relates to: 1.a-a 2.b-a, 6.d-a, 6.d-c</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial Story County Housing Trust All Jurisdictions Consultant 	<p>Immediate/ Short Term Medium</p>	

*COSPM represents the County Outreach and Special Projects Manager position with Story County.

AP&D represents the Story County Planning and Development Department.

✓ Represents task is completed.

Goal 1 Share risks with the private market when appropriate.	Tools	Resources/Responsibility Required	Timeframe to Accomplish
<p>1. Increase variety in the market.</p> <p>2. Prove that new construction and market rate rents can be supported.</p>	<p>Tool 1.a-e Land assembly. Identify a "Demonstration Pilot Project", Working with development-oriented local landowners to solidify a legacy project that serves as a demonstration and best practice model.</p>	<p>Relates to: 1.a-a, 1.a-g</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial Story County Housing Trust All Jurisdictions Ames Economic Development Commissioner Ames Regional Economic Alliance Consultant 	<p>Immediate/ Short Term</p>
	<p>Tool 1.a-f Land Assembly. Develop an inventory of Public-Owned Lands, identifying surplus, unused, or underused public lands or sites for reuse as housing.</p>	<p>Relates to: 1.a-d, 1.a-g, 3.b-a, 3.b-c</p> <ul style="list-style-type: none"> County Staff (P&D) All Jurisdictions Consultant 	<p>Immediate/ Short Term</p>
	<p>Tool 1.a-g Make available educational opportunities to communities as needed regarding guidelines for speculative housing programs. Develop Community Speculative Home Program for jurisdictions with shovel-ready sites/infill sites (communities act as the applicant in partnership with developer/builder).</p>	<p>Relates to: 1.a-a, 1.a-g, 2.a-a, 2.b-b</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial All Jurisdictions Story County Housing Trust Ames Economic Development Commissioner Ames Regional Economic Alliance Consultant 	<p>Immediate/ Short Term</p>
	<p>Tool 1.a-h Upon identification of available sites, pre-purchase Homes for lowa houses for placement on sites. Development of eligibility requirements for purchase of the properties as well as individual and community financial contributions must be determined as part of the overall process.</p>	<p>Relates to: 1.a-d, 1.a-e, 1.a-f, 1.a-h</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial All Jurisdictions Story County Housing Trust Consultant 	<p>Immediate/ Short Term</p> <p style="text-align: center;">✓</p>

Tools	Resources/Responsibility Required	Timeframe to Accomplish
<p>Goal 1 Share risks with the private market when appropriate.</p> <p>1. Increase variety in the market.</p> <p>2. Prove that new construction and market rate rents can be supported.</p>	<p>Tool 1.a-i Land Assembly. Infill Opportunities, identifying vacant lots within communities, prepare a redevelopment plan for clustered sites to guide developers and builders.</p> <p>Tool 1.a-j Establish a lending Consortium, identifying the potential roles of established organizations, including, but not limited to, the Story County Housing Corporation and Able Up Iowa. Identify opportunities from existing lending sources for homebuyer programs and new construction.</p> <p>Tool 1.a-k Review benefits and processes for Story County Housing Trust to become a certified Community Housing Development Organization, and if proven a beneficial path to pursue, go forward to seek certification.</p> <p>Tool 1.a-l Review potential for partnerships with the lenders to seek funding opportunities through the Federal Home Loan Bank, such as the HomeStart Program and other appropriate down payment programming for homebuyers.</p>	<p>Relates to: 1.a-d, 1.a-e, 1.a-g</p> <ul style="list-style-type: none"> County Staff (P&D) All Jurisdictions Story County Housing Trust Consultant <p>Relates to: 1.a-a, 1.a-k</p> <ul style="list-style-type: none"> County Staff (COSPM) Story County Housing Trust Ames Economic Development Commission Ames Regional Economic Alliance Consultant <p>Relates to: 1.a-a, 1.a-e, 4.d-a, 4.d-b</p> <ul style="list-style-type: none"> County Staff (COSPM) Story County Housing Trust Ames Economic Development Commission Ames Regional Economic Alliance Consultant
	<p>Relates to: 1.a-a</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial Story County Housing Trust Consultant 	<p>Medium</p> <p>✓</p>
	<p>Relates to: 1.a-j,</p> <ul style="list-style-type: none"> County Staff (COSPM) Story County Housing Trust Ames Economic Development Commission Ames Regional Economic Alliance Consultant 	<p>Medium</p> <p>✓</p>

Tools	Strategy 2.a Special Assessments.	Resources/Responsibility Required	Timeframe to Accomplish
<p>Goal 2 Create a supply of affordable lots.</p> <ol style="list-style-type: none"> 1. Reduce the purchase price of homes by reducing the cost of lots. 2. Lower the risk for the development of new affordable lots. 	<p>Tool 2.a-a Create a special assessment guide/toolkit for communities and developers/builders.</p>	<p>Relates to: 1.a-f</p> <ul style="list-style-type: none"> County Staff (COSPM) All Jurisdictions Story County Housing Trust Ames-Economic Development Commission-Ames Regional Economic Alliance Consultant 	<p>Medium</p>
	<p>Strategy 2.b Community involvement in financing infrastructure.</p> <p>Tool 2.b-a Review and consider a revolving infrastructure loan program to which communities may apply for funding to be used to front-end a portion of public improvements, repaid over a longer period through a second mortgage on the property or deferred payment until sale of the house when it becomes due.</p>	<p>Relates to: 1.a-c, 4.d-a,</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial All Jurisdictions Story County Housing Trust Ames-Economic Development Commission-Ames Regional Economic Alliance Consultant 	<p>Medium</p>
	<p>Tool 2.b-b Develop a Speculative Financing Revolving Loan Fund—providing funding to make partial construction loans to contractors for new speculative homes. Contractors or developers can receive a loan of up to a pre-defined amount towards constructions costs at a pre-established low-interest rate.</p>	<p>Relates to: 1.a-f, 3-e-e, 4.d-a</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial All Jurisdictions Story County Housing Trust Ames-Economic Development Commission Consultant 	<p>Long</p>

Tools	Strategy 3.a Leverage risk sharing tools with product requirements.	Resources/Responsibility Required	Timeframe to Accomplish
<p>Goal 3 Grow the number of rental units for all age groups.</p> <p>1. Increase the supply of quality rental options.</p> <p>2. Provide rental options beyond traditional apartments, including duplexes, townhomes, and accessory dwelling units.</p>	<p>Tool 3.a-a Create <u>educational opportunities for communities to develop</u> and set on new policies around incentives and financing mechanisms to target missing product types.</p>	<p>Relates to: 3.d-a, 3.e-b, 6.d-c</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial All Jurisdictions Story County Housing Trust Ames-Economic Development Commission-Ames Regional Economic Alliance Consultant 	<p>Immediate/Short Term <u>Ongoing</u></p>
	<p>Tool 3.a-b Evaluate the potential to provide funding for non-profit organizations to buy income-restricted units proposed to be converted to market rate housing.</p>	<p>Relates to: 3.a-c, 4.d-a</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial Story County Housing Trust Consultant 	<p>Medium <u>Long</u></p>
	<p>Tool 3.a-c <u>Evaluate the potential to provide funding for special needs residents to purchase</u> housing through non-profit partnerships.</p>	<p>Relates to: 3.a-b, 4.d-a</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial Story County Housing Trust All Jurisdictions Consultant 	<p>Medium <u>Ongoing</u></p>
	<p>Tool 3.a-d Evaluate <u>Encourage and inform communities of</u> opportunities to create market rate and affordable senior housing investments and developments.</p>	<p>Relates to: 3.e-f, 4.a-b</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial All Jurisdictions Story County Housing Trust Consultant 	<p>Medium <u>Ongoing</u></p>

Tools	Resources/Responsibility Required	Timeframe to Accomplish
Strategy 3.b Downtown/commercial building reuse.		
<p>Tool 3.b-a Encourage and inform communities of opportunities. Evaluation of potential reuse space in downtown and commercial buildings and spaces (this includes the potential funding mechanisms available to jurisdictions to support such efforts.)</p>	<p>Relates to: 1.a-e, 3.b-c, 4.d-a</p> <ul style="list-style-type: none"> County Staff (COSPM) All Jurisdictions Story County Housing Trust Consultant 	<p>Immediate/Short Term Ongoing</p>
<p>Tool 3.b-b Identify partnerships to develop a Resource Guide to assist communities in the potential opportunities and how to evaluate properties, including examples and case studies.</p>	<p>Relates to: 1.a-a</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial Story County Housing Trust Ames Economic Development Commission Regional Economic Alliance Consultant 	<p>Immediate/Short Term Ongoing</p> <p>✓</p>
<p>Tool 3.b-e Evaluation of zoning requirements and revisions necessary to support potential reuse and adaptation of spaces.</p>	<p>Relates to: 3.b-a-1-a-e</p> <ul style="list-style-type: none"> County Staff (P&D) All Jurisdictions Story County Housing Trust Consultant 	<p>Medium</p>
Strategy 3.c Allow accessory dwelling units (ADUs) in most areas.		
<p>Tool 3.c-a Evaluation of zoning requirements and revisions necessary to support ADUs and provide pre-approved plan sets for ADUs. Contract with appropriate design professionals to create package plans.</p>	<p>Relates to: 6.a-a, 5.a-b</p> <ul style="list-style-type: none"> County Staff (P&D) Financial All Jurisdictions Story County Housing Trust Consultant 	<p>Immediate/Short Term</p>

Goal 3 Grow the number of rental units for all age groups.

1. Increase the supply of quality rental options.
2. Provide rental options beyond traditional apartments, including duplexes, townhomes, and accessory dwelling units.

Tools	Resources/Responsibility Required	Timeframe to Accomplish
Strategy 3.d Incentivize workforce housing opportunities and solutions.		
<p>Tool 3.d-a Encourage partnerships with employers to define appropriate and applicable incentives for workforce housing solutions.</p>	<p>Relates to: 3-a-a, 4-c-a</p> <ul style="list-style-type: none"> Story County Housing Trust Ames Economic Development Commission-Ames Regional Economic Alliance Consultant County Staff (P&D) County Staff (COSPM) 	<p>Immediate/Short Term</p>
Strategy 3.e Pre-packaged site plans and RFPs and development of shovel-ready sites.		
<p>Tool 3.e-a Identify strategically placed but underdeveloped properties and determine what barriers exist to developing desired housing types.</p>	<p>Relates to: 3-e-b</p> <ul style="list-style-type: none"> County Staff (P&D) All Jurisdictions Consultant 	<p>Immediate/Short Term</p> <p>Term Ongoing</p>
<p>Tool 3.e-b Review the potential and consider establishing exploring possible incentives for small-scale development.</p>	<p>Relates to: 3-a-a, 3-e-a</p> <ul style="list-style-type: none"> County Staff (COSPM) All Jurisdictions Story County Housing Trust Consultant 	<p>Medium</p> <p>Long</p>
<p>Tool 3.e-c Explore the creation of Community-Specific Design Guidelines. Manual to preserve existing neighborhood character. Through a Request for Information process, identify appropriate design professionals with the necessary skills to create manuals and identify potential costs.</p>	<p>Relates to: 3-e-e</p> <ul style="list-style-type: none"> County Staff (COSPM) All Jurisdictions Consultant 	<p>Medium</p>

Goal 3 Grow the number of rental units for all age groups.

1. Increase the supply of quality rental options.

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Goal 3 Grow the number of rental units for all age groups.	Tools	Resources/Responsibility Required	Timeframe to Accomplish
<p>1. Increase the supply of quality rental options.</p> <p>2. Provide rental options beyond traditional apartments, including duplexes, townhomes, and accessory dwelling units.</p>	<p>Tool 3.e-d-c Explore the creation of community-specific property acquisition and management policies Guidelines for the public sector and private entities.</p>	<p>Relates to: 1.a-e, 5.a-a</p> <ul style="list-style-type: none"> County Staff (COSPM) All Jurisdictions Story County Housing Trust Consultant 	<p>Medium</p>
	<p>Tool 3.e-d Explore the creation of a package of example site plans and products that will get approved, removing a level of risk from the developer/builder. Through a Request for Information process, identify appropriate design professionals with the necessary skillsets to create manuals and identify potential costs.</p>	<p>Relates to: 1.a-a, 3.e-c, 2.b-b, 6.a-a</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial All Jurisdictions Story County Housing Trust Consultant 	<p>Medium Long</p>
	<p>Tool 3.e-f-e Encourage public/private partnerships for the purchase and/or acquisition of abandoned/vacant properties for affordable housing, following procedures through established property acquisition and management policies.</p>	<p>Relates to: 1.a-a, 3.a-d, 6.a-b, 5.a-a</p> <ul style="list-style-type: none"> All Jurisdictions Consultant 	<p>Long</p>

Goal 4 Foster grassroots efforts.		Resources/Responsibility Required	Timeframe to Accomplish
<p>Goal 4 Foster grassroots efforts.</p> <p>1. Don't rely entirely on outside developers who need to build at large scales for profit margins.</p> <p>2. Find ways to partner local builders with local investors who have the means and passion for their communities to undertake land development.</p>	<p>Strategy 4.a Local stakeholders can play a role in housing development, even taking the lead already, providing more opportunities to bring more into the process.</p> <p>Tool 4.a-a Identify and develop partnerships with organizations that provide or support low income, workforce, and senior housing as well as other populations with unique housing needs.</p>	<p>Relates to: 4.a-a, 3.a-d, 5.b-c</p> <ul style="list-style-type: none"> • Story County Housing Trust • Ames Economic Development Commission • Ames Regional Economic Alliance • Human Service Providers • Consultant 	<p>Immediate/Short Term Ongoing</p>
	<p>Tool 4.a-b Partner with local trade schools, community colleges, and high schools programs to provide renovation and retrofit services for low-income households as part of on-the-job-training.</p>	<p>Relates to: 4.c-a, 1.a-a</p> <ul style="list-style-type: none"> • Financial • Ames Economic Development Commission • Ames Regional Economic Alliance 	<p>Medium</p>
<p>Strategy 4.b Be proactive by preparing proposals for all housing types to bring people to the table (RFP, prepared sites, etc.)</p>	<p>Tool 4.b-a Pre-packaged site plans and RFPs. Show examples of what cities might what will get approved and trigger interest by potential investors. Through a Request for Information process, identify appropriate design professionals with the necessary skillsets to create packages and plans and identify potential costs.</p>	<p>Relates to: 3.e-e, 4.b-b</p> <ul style="list-style-type: none"> • County Staff (COSPM) • Ames Economic Development Commission • Ames Regional Economic Alliance • Consultant 	<p>Medium Long</p>

Goal 4 Foster grassroots efforts.	Tools	Resources/Responsibility Required	Timeframe to Accomplish
<p>1. Don't rely entirely on outside developers who need to build at large scales for profit margins.</p> <p>2. Find ways to partner local builders with local investors who have the means and passion for their communities to undertake land development.</p>	<p>Tool 4.b-b Pre-packaged site plans and RFPs. Provide technical assistance and create a mentoring network for less experienced local investors or community members interested in community projects.</p>	<p>Relates to: 4.a-a, 4.b-a</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial Ames Economic Development Commission Ames Regional Economic Alliance Consultant 	<p>Long</p>
<p>Strategy 4.c Bring employers to the table as a financial and advocate resource. Efforts like transportation and child care are directly related to housing as well.</p>	<p>Tool 4.c-a Schedule roundtable discussions between Board of Supervisors, Story County Economic Development Group, and Ames Economic Development Commission-Ames Regional Economic Alliance workforce sponsors to discuss strategies.</p>	<p>Relates to: 1.a-a 3.d-a, 4.a-c</p> <ul style="list-style-type: none"> County Staff (COSPM) Ames Economic Development Commission Ames Regional Economic Alliance 	<p>Immediate/Short Term Medium</p>
<p>Strategy 4.d Transition more public funds from traditional economic development programs to new housing programs, acknowledging that housing is economic development.</p>	<p>Tool 4.d-a Develop a comprehensive funding strategy and guide identifying current resources available for affordable housing that addresses current and potential sources of funding and how the funds should be spent.</p>	<p>Relates to: 1.a-k, 2.b-a, 2.b-b-3.a-b, 3.a-c, 3.b-a, 5.b-b, 5.b-e</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial All Jurisdictions Ames Economic Development Commission Ames Regional Economic Alliance Consultant 	<p>Immediate/Short Term Ongoing</p> <p>✓</p>

Tools	Resources/Responsibility Required	Timeframe to Accomplish
Strategy 5.a Code Enforcement – sharing resources among communities and Story County.		
<p>Goal 5 Proactively preserve the existing housing stock.</p> <p>1. Continue to maintain the most affordable form of housing in Story County.</p> <p>2. Make people aware of programs for housing conservation.</p> <p>3. Promote community pride.</p>	<p>Tool 5.a-a Identify the level of enforcement happening in communities and Story County and establish solutions for sharing resources or developing new resources.</p>	<p>Relates to: 3.e-d, 3.e-f, 6.a-a</p> <ul style="list-style-type: none"> County Staff (P&D) Ames-Economic Development Commissioner Ames Regional Economic Alliance <p>Immediate/Short Term</p> <p>✓</p>
<p>Tool 5.a-b Undertake a feasibility study for the adoption of a building code for unincorporated Story County.</p>	<p>Relates to: 3.c-a, 5.a-a</p> <ul style="list-style-type: none"> County Staff (P&D) 	<p>Medium</p>
Strategy 5.b Establish and market homeowner assistance programs, owner-occupied repair programs, neighborhood clean-ups, and local trades resources for home maintenance needs.		
<p>Tool 5.b-a Market existing programs. Proactive annual marketing can occur through utility bills, newsletter, e-mail lists, and other mediums, especially in the spring as construction season begins. Ideally, the County or economic development group would coordinate with cities on efforts county-wide. For local city programs, city staff should lead efficient ways to market programs to residents.</p>	<p>Relates to: 5.b-b, 5.b-c</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial All Jurisdictions Ames-Economic Development Commissioner Ames Regional Economic Alliance Story County Housing Trust Consultant 	<p>Immediate/Short Term</p> <p>Ongoing</p> <p>✓</p>
<p>Tool 5.b-b Continue to provide funding for rehab programs for owner-occupied structures and help market existing programs.</p>	<p>Relates to: 4.d-a, 5.b-a</p> <ul style="list-style-type: none"> Financial Story County Housing Trust All Jurisdictions Consultant 	<p>Immediate/Short Term</p> <p>Ongoing</p>

Goal 5 Proactively preserve the existing housing stock.	Tools	Resources/Responsibility Required	Timeframe to Accomplish
<p>1. Continue to maintain the most affordable form of housing in Story County.</p> <p>2. Make people aware of programs for housing conservation.</p> <p>3. Promote community pride.</p>	<p>Tool 5.b-c Market existing energy efficiency and emergency programs throughout Story County. Review ideas for expanding the program to include offering to first-time home buyers and the senior residents.</p>	<p>Relates to: 4.a-b, 5.b-a, 5.b-e</p> <ul style="list-style-type: none"> Financial All Jurisdictions Ames-Economic Development Commission Ames Regional Economic Alliance Human Service Providers Consultant 	<p>✓</p> <p>Immediate/Short Term Ongoing</p>
	<p>Tool 5.b-d As applicable, promote established and/or create a new database of all available programs and establish a central location that lists programs available across many organizations managed by Story County.</p>	<p>Relates to: 6.a-a</p> <ul style="list-style-type: none"> County Staff (COSPM) Consultant 	<p>✓</p> <p>Immediate/Short Term Ongoing</p>
	<p>Tool 5.b-e Review and establish a homebuyer assistance fund grant/forfeivable loan program for entry-level homeownership opportunities, providing funding for down payment and closing cost assistance. Income eligibility would require households with incomes at or below 80% of the area median income, and would apply for first-time homeowners and/or those not owning a home within the last three years.</p>	<p>Relates to: 4.d-a, 5.b-c</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial Story County Housing Trust All Jurisdictions Consultant 	<p>✓</p> <p>Immediate/Short Term Ongoing</p>
	<p>Tool 5.b-f Establish a program to preserve and maintain healthy and viable manufactured home parks.</p>	<p>Relates to: 5.b-b</p> <ul style="list-style-type: none"> County Staff (P&D) Financial Story County Housing Trust All Jurisdictions Consultant 	<p>✓</p> <p>Immediate/Short Term Ongoing</p>

Tools	Resources/Responsibility Required	Timeframe to Accomplish
<p>Tool 5.b-g Establish and actively promote homebuyer education and financial literacy programs.</p>	<p>Relates to: 5.b-a</p> <ul style="list-style-type: none"> County Staff (COSPM) Financial Story County Housing Trust Ames Economic Development Commission-Ames Regional Economic Alliance All Jurisdictions Human Service Providers Consultant 	<p>Immediate/Short Term Ongoing</p> <p>✓</p>
<p>Strategy 6.a Ensure that zoning and land development regulations allow a housing product in multiple zoning districts.</p>		
<p>Tool 6.a-d Develop database of existing ordinances from communities in Story County. Using these resources, cities should establish codes that are most appropriate for their community. Development of similar ordinances across the County can create an easier building environment for developers.</p>	<p>Relates to: 3.c-a, 3.e-e, 5.b-d, 6.d-b, 6.e-a</p> <ul style="list-style-type: none"> County Staff (P&D) All Jurisdictions Ames Economic Development Commission-Ames Regional Economic Alliance Consultant 	<p>Immediate/Short Term Immediate/Short Term Ongoing</p>
<p>Tool 6.a-b Develop a plan for adapting vacant commercial space into housing.</p>	<p>Relates to: 3.b-a, 3.e-f</p> <ul style="list-style-type: none"> County Staff (COSPM) Story County Housing Trust Ames Economic Development Commission All Jurisdictions Consultant 	<p>Immediate/Short Term</p>

Goal 6 Maintain fair zoning and regulations.

- Approve projects objectively and logically.
- Update regulations for current policies/needs.

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1. Approve projects objectively and logically.		
2. Update regulations for current policies/needs.		
<p>Tools</p> <p>Tool 6.a-eb Address affordable housing in County's Cornerstone to Capstone C2C Plan and jurisdictional comprehensive plans and set attainable goals for development to reflect housing information from the assessment. Complete additional data gathering and analyses as appropriate for smaller communities.</p>	<p>Relates to: 6.b-a</p> <ul style="list-style-type: none"> County Staff (P&D) All Jurisdictions 	<p>Resources/Responsibility Required</p> <ul style="list-style-type: none"> County Staff (P&D) All Jurisdictions <p>Timeframe to Accomplish</p> <p>Medium Ongoing</p> <p>✓</p>
Strategy 6.b Broaden residential permitted uses by-right under certain contexts and design standards.		
<p>Tool 6.b-a Development and establish jurisdiction-specific administrative site plan approval processes applicable when housing meets jurisdictional comprehensive plan goals and targeted housing needs.</p>	<p>Relates to: 6.a-c</p> <ul style="list-style-type: none"> County Staff (COSPM) All Jurisdictions Consultant County Staff (P&D) 	<p>Resources/Responsibility Required</p> <ul style="list-style-type: none"> County Staff (COSPM) All Jurisdictions Consultant County Staff (P&D) <p>Timeframe to Accomplish</p> <p>Immediate/Short Term Ongoing</p>
Strategy 6.c Coordinate the building code with lender requirements for financing of multi-unit structures.		
<p>Tool 6.c-# Reduce parking requirements and/or consider adoption of parking maximums for residential uses, including for multifamily developments.</p>	<p>Relates to: 6.d-by 6.a-a</p> <ul style="list-style-type: none"> County Staff (P&D) All Jurisdictions Consultant 	<p>Resources/Responsibility Required</p> <ul style="list-style-type: none"> County Staff (P&D) All Jurisdictions Consultant <p>Timeframe to Accomplish</p> <p>Immediate/Short Term</p>
Strategy 6.d Consider lot size maximums for individual districts to maintain public costs and revenues gained per acre.		
<p>Tools 6.d-a c-d Create an online dashboard to capture and evaluate infrastructure capacities of jurisdictions for additional housing units/developments.</p>	<p>Relates to: 1.a-a, 1.a-c</p> <ul style="list-style-type: none"> County Staff (COSPM) All Jurisdictions Ames-Economic Development Commissioner-Ames Regional Economic Alliance County Staff (P&D) 	<p>Resources/Responsibility Required</p> <ul style="list-style-type: none"> County Staff (COSPM) All Jurisdictions Ames-Economic Development Commissioner-Ames Regional Economic Alliance County Staff (P&D) <p>Timeframe to Accomplish</p> <p>Immediate/Short Term Medium</p>

Tools		Resources/Responsibility Required	Timeframe to Accomplish
<p>Tool 6.d-c-b Evaluate lot size/setback reductions - Focus on design, not density. <u>Provide information to communities should consider on the benefits of reducing minimum lot size requirement to maximize taxpayer investment.</u></p>	<p>Relates to: 6-e-a 6.a-a</p>	<ul style="list-style-type: none"> County Staff (P&D) All Jurisdictions Consultant 	<p>Medium <u>Ongoing</u></p>
<p>Tool 6.d-c-c <u>Research</u> Determine what incentives are needed that maximize returns on investments.</p>	<p>Relates to: 1.a-c, 6.d-a, 3.a-a</p>	<ul style="list-style-type: none"> County Staff (COSPM) All Jurisdictions Ames Economic Development Commission Ames Regional Economic Alliance Consultant 	<p>Medium <u>Ongoing</u></p>



Memo

To: Story County Board of Supervisors

From: Joe Wakeman, IT Director

Date: 3/11/2025

Quarterly Report

Ticket Statistics

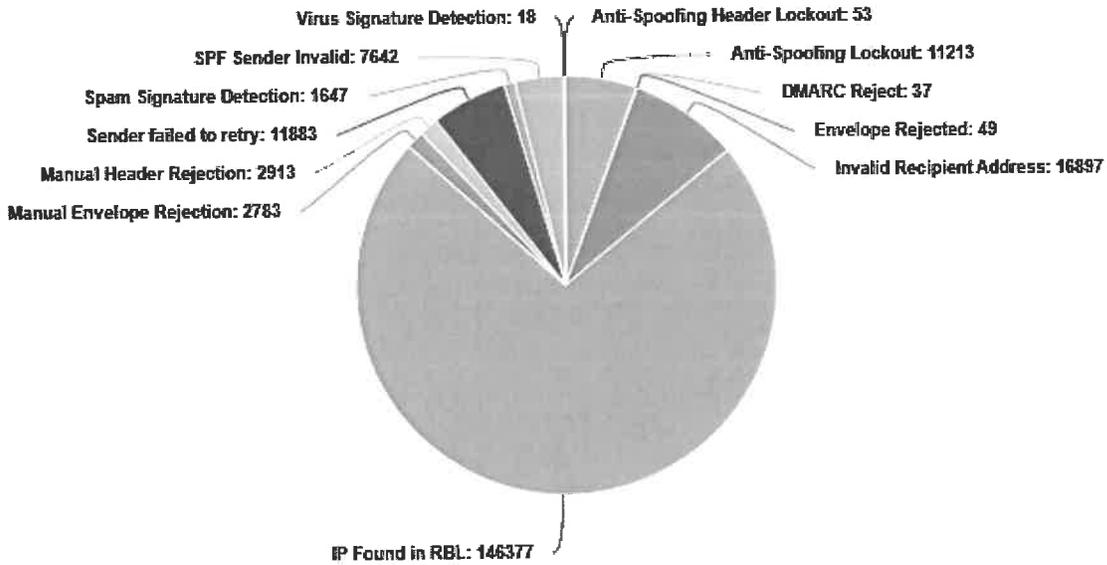
Category	Opened Tickets	Closed Tickets
Account Management	19	23
Hardware Support	56	68
Network Support	33	33
Phone System Support	7	8
Other Requests	8	7
Security	2	2
Software Support	167	182
TOTAL TICKETS	292	323

Email Statistics

559,756 total emails during this past quarter



INFORMATION TECHNOLOGY



Security Statistics

Category	#
CrowdStrike Analyzed Events	11,911
CrowdStrike Detections	18
Firewall Threats Denied	2,539,953

Asset Disposal

Destination	#
Donations	13
Auctions	10
Recycling	0

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storycountyiowa.gov

Engaging our diverse communities to responsibly provide quality opportunities and services that matter.



INFORMATION TECHNOLOGY

Projects

Completed

- Office 365 Migration, initial training
- Metronet redundant internet connection, new firewall installation and configuration at Justice Center
- Virtual Server hardware migration
- Roll out of new ticketing & end point management software
- Installed new network equipment to support County Attorney remodel

Upcoming

- Conversion of County fax lines to eFax service
- Spring workstation replacements
- Continue investigating and proof of concept for new phone system
- Planning internet replacement at Conservation Center complex and Hickory Grove Park (increased bandwidth; decreased cost)

Story County, Iowa

Economic Development Process and Policies

Adopted by the Story County Board of Supervisors on the 2nd day of October, 2012

Amended: April 30, 2013 May 27, 2014
May 17, 2016 December 5, 2017
April 2, 2019 March 31, 2020
May 26, 2020 October 20, 2020
March 16, 2021 May 18, 2021
September 21, 2021 March 19, 2024
March 11, 2025

Direction
~~DENIED~~
APPROVED
Board Member Initials: _____
Meeting Date: 3/11/25
Follow-up action: _____



The Board of Supervisors shall prioritize its potential tax increment financing (TIF) revenues using the following criteria as applicable:

- To fund eligible projects approved in the County's Capital Improvements Plan (CIP) which would otherwise be funded by General Fund dollars
- To fund eligible County projects in lieu of increasing general obligation debt
- To fund eligible County projects that meet the goals of the Strategic Plan
- To assist other taxing entities in the Urban Renewal Area with community improvement projects using the guidelines in this document.

The Story County Board of Supervisors developed this process and policies to establish structure and objectivity to the standard operating procedures for evaluating economic development projects. Establishing standard procedures and a framework for incentives ensures that the County's financial resources are used as efficiently and effectively as possible while limiting the impact to public budgets. Funds may or may not be available in any given year.

Tax Increment Financing (TIF) goals, objectives and strategies

TIF assistance in Story County will be used to enhance the taxpayer's enjoyment of the county and/or to increase the taxable valuation of lands in Story County. Story County established the Urban Renewal Area Program as the formal mechanism in which to receive applications and determine funding awards as applicable. It is with the goal of **community improvement** in mind that we have developed the following criteria for evaluating proposals through the Urban Renewal Area Program using TIF assistance in Story County, Iowa:

1. Percentage Limitation

In order to maintain appropriate and consistent tax revenues for all taxing entities, TIF (revenues collected) debt payments should not exceed 50% of the available TIF increment created by the TIF property in any year. This limitation is set to realize the needs and obligations of the general fund, townships and school districts and to ensure that the utilization of TIF will have minimal impact to their ongoing operations.

2. School Funding Recognition

The County will recognize any changes to State funding capabilities and reevaluate the Economic Development Process and Policies (TIF policy) should the State change school funding formulas.

Eligibility Requirements

1. The following types of Economic Development projects will be considered through the Urban Renewal Area Program TIF assistance:
 - a) Transportation Infrastructure Enhancement
 - b) Public Land and Trail Improvement
 - c) Communication and Utility Infrastructure Expansion
 - d) Main Street and Town Center Revitalization
 - e) Housing Development, Rehabilitation, and/or Conversion
2. **No Tax Increment Rebate, Grants, Loans or Assistance to Private Business.** Story County will not use TIF funds to participate in any direct disbursement or rebate to a private entity.
3. The Board of Supervisors may deny a request for TIF assistance if, in the Board's opinion, the applicant has other funding avenues at its disposal with which the project could be funded.
4. **Required Match Guidelines.** It is expected that applicants identify a match of 25% of the total project costs.
5. **Required Attendance at Pre-Application Conference.** In order to be deemed an eligible applicant, potential applicants must attend the Pre-Application Conference as describe in Step 1 in the Economic Development Project Process section.
6. **Number of Applications Per Organization.** Only one application is allowed per organization per grant cycle. If an organization submits more than one grant application, all applications submitted by that organization will be deemed ineligible for grant funds and will not be reviewed.

Exception: The Board of Supervisors reserves the right to allow more than one application per organization per fiscal year, if in the opinion of the Board of Supervisors, it is in the best interest of the County and potential applicant and necessary due to extenuating circumstances beyond the control of the potential applicant.
7. **Incomplete Applications or Applications Received Past Deadline.** To ensure fairness for all, applications that are incomplete, do not follow the guidelines, whose representative did not attend the Pre-Application Conference, or miss the deadline will not be reviewed.
8. The Board of Supervisors may consider a request outside of the deadlines upon accepting a justification from the applicant.

Evaluation Criteria

Applications are evaluated on strength of the project relative to community benefit; community support and partnerships; and project feasibility, schedule and budget. Meeting policy guidelines or other criteria does not guarantee the award of financial assistance. Furthermore, the approval or denial of one project is not intended to set a precedent for approval or denial of another project.

Economic Development Project Process

Revised ~~03/19/2024~~ 03/11/2025

The following **standard operating procedure** applies to project requests for economic development funding through the *Urban Renewal Area Program*:

Step 1 - Pre-Application Conference (*prior to the Third Tuesday of ~~April~~ May – Annually*). Annually, County staff will hold an information session to review application forms, timeline, and procedures. At this meeting, the relevant dates for the year cycle will be presented.

Step 2 - Application Deadline (*~~June 14, 2024~~ Prior to the Second Friday of July - Annually*) This is the information gathering stage of a project which will provide the foundation for subsequent decision making by the Board of Supervisors. Applicants shall submit the Urban Renewal Area Project Application and include as much information as possible.

Step 3 – Acknowledgement of Applications (*prior to ~~July 9, 2024~~ Prior to the Fourth Tuesday of July - Annually*)

Step 4 – Notification of Applicants Applications (*prior to ~~August 9, 2024~~ the Third Friday of August - Annually*). The Board of Supervisors shall notify the school district, municipality, and/or township trustees in the TIF district from which monies may be utilized for payment of the proposed TIF projects through the Urban Renewal Area Program. Further notice is sent to taxing authorities associated with the individual projects.

The notice shall be given by regular mail to the entities referenced above indicating how to view the project applications on file, date of the next regularly-scheduled Board of Supervisors meeting, date of consultation meeting, and include a copy of the existing Urban Renewal Area Plan. The notice requirement's intent is designed to encourage input from the area from which taxes will be utilized so that the Board can consider input from the public in its evaluation stage.

Step 5 – Consultation Meeting (*~~September 10, 2024~~ Third Tuesday of September - Annually*). The Board of Supervisors will schedule a consultation meeting to discuss potential projects.

Step 6 – Evaluation (*prior to the First Tuesday of October – Annually*). The purpose of the evaluation stage is to weigh the public costs and benefits of the project. The Board of Supervisors will evaluate the public purpose/benefit involved, the strength of the opportunity, and the public costs involved. As part of the evaluation process, the Auditor shall prepare a report showing the status of all TIF projects, monies expended and monies owed on current TIF projects so that the Board of Supervisors can evaluate the funds available for all proposed projects. Further, the Board of Supervisors recognizes the importance of citizen input on proposed projects and will post all applications for projects on its website prior to decisions on the project so that the public may review the applications and prepare for any comment at weekly meetings of the Board of Supervisors.

Step 7 – Urban Renewal Area Plan Updated (*prior to November 1*). Story County in consultation with the Story County Civil Attorney will prepare necessary updates to the Urban Renewal Area Plan to reflect any approved projects and present for action by the Board of Supervisors.

Step 7 – Incur Debt (*i.e. borrow money – prior to November 1*).

Step 8 – Debt Certified (*December 1*). Costs of all approved projects and the repayment schedule will be certified to the County Auditor.

Addition and/or Deletion of TIF Property Process

The following **standard operating procedure** applies to requests for adding and/or deleting property to the Tax Increment Financing list, requiring amendments to Chapter 8 – Urban Renewal of the Story County Code of Ordinances.

Step 1 – Identification (*prior to September 1*). A parcel is identified as a possible addition and/or deletion to the TIF list. Primary consideration will be given to utility structures and/or facilities, including wind turbines (as part of a Commercial - Wind Energy Conversion System (C-WEC) and solar installations as part of a Commercial - Solar Energy System (C-SES). Secondary consideration will be given to specific development requesting a specific improvement; i.e. a potential Commercial Facility requests a specific upgrade/improvement to public infrastructure.

Step 2 – Evaluation (*prior to September 15*). The Board of Supervisors will work with the County Assessor to ascertain projected taxable values for the property in question.

Step 3 – Urban Renewal Area Plan and Ordinance Updated (*prior to November 1*). Story County in consultation with the Story County Civil Attorney will prepare necessary updates to reflect any approved property to the Urban Renewal Area Plan and present the Urban Renewal Area Plan and Ordinance to the Board of Supervisors for consideration (including three readings).