



**COUNCIL AGENDA
WEDNESDAY, JANUARY 3, 2024 - 6:00 P.M.
CITY HALL – SECOND FLOOR**

- I. CALL TO ORDER AND ROLL CALL, 6:00 P.M.
- II. APPROVE/AMEND THE AGENDA
- III. APPROVAL OF THE DECEMBER 18, 2023 REGULAR MEETING MINUTES
- IV. CITIZEN APPEARANCE:
 - A)
- V. LEGAL ITEMS:
 - A) Resolution No. 24-1 – Designate the Official Depositories for the City
 - B) Resolution No. 24-2 – Designate the Date, Time, and Place of Regular Council Meetings
 - C) Resolution No. 24-3 – Designate the Official Newspapers
 - D) Resolution No. 24-4 – Appointment of City Attorney
 - E) Resolution No. 24-5 – Appointment of City Clerk & Treasurer
 - F) Resolution No. 24-6 – Appointment of Building Inspectors
 - G)
- VI. ADMINISTRATIVE ITEMS:
 - A) Approve Construction Pay Application No. 2 for the Carousel Ballfield Fencing Project
 - B) Request Authorization to Hire Aaron Adams for Police Officer Position
 - C) Consideration, with Option to Approve, Health Improvement Program Fringe Benefit for Deputy Clerk/Treasurer
 - D) Consideration, with Option to Approve, Downtown Building Grant Program Guidelines
 - F)
- VII. PERMITS:
 - A)

VIII. MAYOR & CITY COUNCIL AGENDA ITEMS:
A)

IX. APPROVAL OF BILLS AND CLAIMS

X. COMMENTS REGARDING NON-AGENDA ITEMS

XI. ADJOURNMENT

Mayor Jensen called the council meeting to order on Monday December 18, 2023, at 6:00 p.m. at City Hall.

Present: Mayor Jensen, Administrator Jackson, Attorney Larson
Council Members: Ostrem, Phillips, Solberg, O'Connor, Sporleder
Absent: None

Also Present: Nicole Englehardt, EDC; Shanon McKinley, GCC, Tara Turner, Bertha Bartlett Library Director; Dave Morris, Laura Donaldson; Grant Reimers; Shelly Hart, President of Library Foundation, Theresa Stromberg-Murphy, CGA; Mitch Holtz, Strand Associates; Mark DeYoung, Adam Schoeppner, Fareway; Nate Summers, UMB

Motion by O'Connor, seconded by Ostrem, to amend the agenda to remove Administrative Item D) Discussion on Carousel Field Concession Stand Project and add Agenda Item B) Reschedule January 1, 2024 Council Meeting
Aye: Ostrem, Phillips, Solberg, O'Connor, Sporleder
Nay: None
Motion Carried.

Motion by Ostrem, seconded by Solberg, to approve the December 4, 2023 regular meeting minutes and December 8, 2023 work session minutes.
Aye: Ostrem, Phillips, Solberg, O'Connor, Sporleder
Nay: None
Motion Carried.

LEGAL ITEMS

- A) Resolution No. 23-75 – Awarding Contract for the Bertha Bartlett Public Library – Addition and Renovation Phase 2 Project Rebid
The library board recommended acceptance of the bid from Kingland Construction Services for the amount of \$2,816,000 and includes alternates 1, 2, & 5.
Motion by Solberg, seconded by O'Connor, to approve Resolution No. 23-75 – Awarding Contract for the Bertha Bartlett Public Library – Addition and Renovation Phase 2 Project Rebid
Aye: Ostrem, Phillips, Solberg, O'Connor, Sporleder
Nay: None
Motion Carried.
- B) Resolution No. 23-76- Authorizing Internal Tax Increment Financing Debt for the Downtown Building Grant Program Project
Motion by Ostrem, seconded by Phillips, to approve Resolution No. 23-76- Authorizing Internal Tax Increment Financing Debt for the Downtown Building Grant Program Project
Aye: Ostrem, Phillips, Solberg, O'Connor, Sporleder

Nay: None
Motion Carried.

- C) Resolution No. 23-77 – Approving Certain Fund Transfers in the Fiscal Year 2023-24 Budget
Motion by Phillips, seconded by Solberg, to approve Resolution No. 23-77 – Approving Certain Fund Transfers in the Fiscal Year 2023-24 Budget
Aye: Ostrem, Phillips, Solberg, O’Connor, Sporleder
Nay: None
Motion Carried.
- D) Resolution No. 23-78 – Approving Proposed Development Agreement between the City of Story City and These Iowa Roots, LLC, for the City’s Receipt of Community Catalyst and Building Remediation Grant Funding
Motion by O’Connor, seconded by Ostrem, to approve Resolution No. 23-78 – Approving Proposed Development Agreement between the City of Story City and These Iowa Roots, LLC, for the City’s Receipt of Community Catalyst and Building Remediation Grant Funding of \$100,000.
Aye: Ostrem, Phillips, Solberg, O’Connor, Sporleder
Nay: None
Motion Carried.

ADMINISTRATIVE ITEMS

- A) Approve Technical Services Agreement with Strand Associates (formerly known as Fox Engineering)
Mitch Holtz presented information to the council about the technical services agreement.
Motion by Solberg, seconded by Ostrem, to approve Technical Services Agreement and Task Order 23-01 with Strand Associates
Aye: Ostrem, Phillips, Solberg, O’Connor, Sporleder
Nay: None
Motion Carried.
- B) Approve Engineering Services Agreement with CGA for I-35 Business Park North Water & Sanitary Sewer Phase 1 Project
Motion by Ostrem, seconded by O’Connor, to approve Engineering Services Agreement with CGA for I-35 Business Park North Water & Sanitary Sewer Phase 1 Project
Aye: Ostrem, Phillips, Solberg, O’Connor, Sporleder
Nay: None
Motion Carried.
- C) Initial Discussion on Financing of Wastewater Treatment Plant Project
Nate Summers, UMB, presented information about how the financing can be

structured with the Wastewater Treatment Plant Project.
Mayor and Council asked questions and discussed the financing structure.
No Action taken.

- D) Discussion on Carousel Field Concession Stand Project
Removed Item from Agenda

MAYOR & CITY COUNCIL AGENDA ITEMS

- A) Fareway Grocery Store Site Plan
Adam Schoeppner and Mark DeYoung presented the Fareway site plan to council including the waiver for the parking stall width.
Mitch Holtz, Strand Assoc, reviewed the engineers report. Recommends approval include the waiver for the pending stall width.
Mark Jackson reported that the Planning and Zoning board recommended approval. Mayor and council asked questions and discussed the plan.
Motion by Ostrem, seconded by Solberg, to approve the Fareway Grocery Store Site Plan, including waiver for the parking stall width.
Aye: Ostrem, Phillips, Solberg, O'Connor, Sporleder
Nay: None
Motion Carried.
- B) Reschedule January 1, 2024 Council Meeting
Motion by O'Connor, seconded by Phillips, to approve changing the first January council meeting to Wednesday January 3, 2024 at 6:00 p.m. at city hall.
Aye: Ostrem, Phillips, Solberg, O'Connor, Sporleder
Nay: None
Motion Carried.

APPROVAL OF BILLS AND CLAIMS

Motion by O'Connor, seconded by Phillips, to approve payment of bills and claims.
Aye: Ostrem, Phillips, Solberg, O'Connor, Sporleder
Nay: None
Motion Carried.

COMMENTS REGARDING NON-AGENDA ITEMS

- CM Phillips thanked everyone who attended her ribbon cutting and after hours at the Silver Chandelier
- CM Ostrem requested update on carousel diamond bleachers and backstop as well as the issues with the 8th street retaining wall.
- Shanon McKinley reported to council that the ribbon cutting for the Liquor and

Vape shop will be Wednesday, December 20th. Also reported good progress on the building renovations at 614 Broad St.

There being no further business before council, the meeting adjourned at 7:05 p.m.

ATTEST:

Heather Slifka, City Clerk

Mike Jensen, Mayor

The following resolution was offered by _____
who moved its adoption.

RESOLUTION NO. 24-1

WHEREAS, the 1st Interstate Bank, Story City, Iowa, the Reliance State Bank, Story City, Iowa, the GNB Bank, Story City, Iowa, the Security State Bank, Story City, Iowa, Bankers Trust Company, Des Moines, Iowa, and Iowa Public Agency Investment Trust (IPAIT) are the logical depositories.

NOW, THEREFORE, BE IT RESOLVED BY THE City Council of The Incorporated City of Story City, Iowa, that the 1st Interstate Bank, Story City, Iowa, and the Reliance State Bank, Story City, Iowa, and the GNB Bank, Story City, Iowa, and the Security State Bank, Story City, Iowa, and the BOK Financial, Lincoln, Nebraska, be designated as the depositories for the funds of the City, with limitation thereon in the amount of \$7,000,000 in each depository.

This motion was seconded by _____ and on roll call,
carried by an aye and nay vote as follows:

Aye: _____

Nay: _____

Absent: _____

Abstain: _____

WHEREUPON, the Mayor declared the motion duly passed this 3rd day of January, 2024.

Mike Jensen, Mayor

ATTEST:

Heather Slifka, City Clerk

The following resolution was offered by _____
who moved its adoption.

RESOLUTION NO. 24-2

WHEREAS, it is necessary that the City Council designate the date, time, and place of the regular meetings.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the Incorporated City of Story City, Iowa, that the First and Third Monday of each month be designated as the official date of holding the regular meeting of the City Council, which shall be held primarily in the Council Chambers of City Hall, commencing at 6:00 o'clock p.m.

This motion was seconded by _____, and on roll call, carried by an aye and nay vote, as follows:

AYE: _____

NAY: _____

ABSENT: _____

ABSTAIN: _____

WHEREUPON, the Mayor declared the motion duly passed this 3rd day of January, 2024.

Mike Jensen, Mayor

ATTEST:

Heather Slifka, City Clerk

The following resolution was offered by _____ who moved its adoption.

RESOLUTION NO. 24-3

WHEREAS, it is necessary that the Incorporated City of Story City, Iowa declare an official newspaper/newspapers in which it will be authorized to publish their notices, as required by law, and,

WHEREAS, the law requires that said newspapers have a general circulation in this city, and are suitable newspapers for the official publications of the City of Story City, Iowa.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the Incorporated City of Story City, Iowa that the Story City Herald and The Tribune be declared the official newspapers of the Incorporated City of Story City, Iowa.

This motion was seconded by _____, and on roll call, carried by an aye and nay vote, as follows:

AYE: _____

NAY: _____

ABSENT: _____

ABSTAIN: _____

WHEREUPON, the Mayor declared the motion duly passed this 3rd day of January, 2024.

Mike Jensen, Mayor

ATTEST:

Heather Slifka, City Clerk

The following resolution was offered by _____
who moved its adoption.

RESOLUTION NO. 24-4

WHEREAS, it is necessary that the City appoint and hire the services of a City
Solicitor, and

WHEREAS, the City Council of the City of Story City, Iowa believes it to be in
the best interests of the City to employ the services of Atty. Fred Larson to be the City
Solicitor.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of
Story City, Iowa, that Fred Larson, Attorney at Law, engaged in general practice of law
in the City of Story City, Iowa, be appointed as the City Solicitor for the City of Story
City, Iowa, on a monthly retainer of \$600.00 per month, plus reasonable compensation
for any representation in Magistrate’s Court or in District Court.

This motion was seconded by _____, and on roll call, carried
by an aye and nay vote, as follows:

AYE: _____

NAY: _____

ABSENT: _____

ABSTAIN: _____

WHEREUPON, the Mayor declared the motion duly passed this 3rd day of
January, 2024.

Mike Jensen, Mayor

ATTEST:

Heather Slifka, City Clerk

The following resolution was offered by _____ who moved its adoption.

RESOLUTION NO. 24-5

WHEREAS, it is necessary that the City appoint and hire the services of a City Clerk/Treasurer every two years.

WHEREAS, the City Council of the City of Story City, Iowa believes it to be in the best interests of the City to employ the services of Heather Slifka to be the City Clerk/Treasurer.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Story City, Iowa, that Heather Slifka be appointed as the City Clerk/Treasurer for the City of Story City, Iowa, at current salary.

This motion was seconded by _____, and on roll call, carried by an aye and nay vote, as follows:

AYE: _____

NAY: _____

ABSENT: _____

ABSTAIN: _____

WHEREUPON, the Mayor declared the motion duly passed this 3rd day of January, 2024.

Mike Jensen, Mayor

ATTEST:

Heather Slifka, City Clerk

The following resolution was offered by Council Member _____
who moved its adoption.

RESOLUTION NO. 24-6
APPOINTMENT OF BUILDING INSPECTORS

WHEREAS, it is necessary that the City appoint Building Inspectors every two years.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Story City,
Iowa, that Safe Building be appointed as the Building Inspectors for the City of Story City, Iowa.

This motion was seconded by Council Member _____, and on roll
call, carried by an aye and nay vote, as follows:

AYE _____

NAY: _____

ABSENT: _____

WHEREUPON, the Mayor declared the Resolution duly adopted this 3rd day of January,
2024.

Mike Jensen, Mayor

ATTEST: _____
Heather Slifka, City Clerk

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER:

City of Story City
504 Broad st
Story City, IA 50248

APPLICATION NO 2

PURCHASE ORDER:

PERIOD TO: 12/14/23

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ENGINEER
<input type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	
<input type="checkbox"/>	

FROM CONTRACTOR:

Minturn, Inc.
P.O. Box 369
Brooklyn, IA 52211

PROJECT NOS:

CONTRACT FOR: Story City Carousel Park Ballfield Fencing

CONTRACT DATE 7/19/23

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 299,895.00
2. Net change by Change Orders \$ 10,686.19
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 310,581.19
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 165,556.19

5. RETAINAGE:

- a. 5 % of Completed Work \$ 8,277.81
(Column D + E on G703)
- b. 5 % of Stored Material \$ 0.00
(Column F on G703)

Total Retainage (Lines 5a + 5b or

6. TOTAL EARNED LESS RETAINAGE \$ 8,277.81
(Line 4 Less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE \$ 70,769.30
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 86,509.08
(Line 3 less Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$2,134.00	\$0.00
Total approved this Month	\$8,552.19	\$0.00
TOTALS	\$10,686.19	\$0.00
NET CHANGES by Change Order	\$10,686.19	

CONTRACTOR:



By: Mike Van Iten, Project Manager Date: 12/15/23

State of Iowa County of:

Subscribed and sworn to before me this 12th day of 2023

Notary Public:

My Commission expires:

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 86,509.08

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ENGINEER:



By: Larry R. Patton Date: 12-18-23

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

ITEM	DESCRIPTION	UNIT	CONTRACT		PREVIOUS		CURRENT		TOTAL		PERCENT COMPLETE	TOTAL STORE	
			QTY	UNIT PRICE	TOTAL	STORED	QTY	AMOUNT	STORED	QTY			AMOUNT
	1 GENERAL REQUIREMENTS												
1	DEMOLITION WORK												
2	TOPSOIL OFF-SITE	LS	1.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	0.00	\$15,000.00	1.00	\$15,000.00	100.00%	\$0.00
3	EXCAVATION, CLASS 10	CY	60.00	\$70.00	\$4,200.00	\$0.00	\$0.00	0.00	\$4,200.00	60.00	\$4,200.00	100.00%	\$0.00
4	SUBGRADE PREPARATION	CY	50.00	\$60.00	\$3,000.00	\$0.00	\$0.00	0.00	\$3,000.00	50.00	\$3,000.00	100.00%	\$0.00
5	SUBBASE, 8" CRUSHED STONE	SY	170.00	\$8.00	\$1,360.00	\$0.00	\$0.00	0.00	\$1,360.00	170.00	\$1,360.00	100.00%	\$0.00
6	PAVEMENT, PCC 7"	CY	25.00	\$100.00	\$2,500.00	\$0.00	\$0.00	0.00	\$2,500.00	25.00	\$2,500.00	100.00%	\$0.00
7	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING, TYPE 1 SEED MIX	SY	140.00	\$110.00	\$15,400.00	\$0.00	\$0.00	0.00	\$15,400.00	140.00	\$15,400.00	100.00%	\$0.00
8	INLET PROTECTION DEVICE	SF	2,800.00	\$1.50	\$3,900.00	\$0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00%	\$0.00
9	SILT FENCE	EA	1.00	\$300.00	\$300.00	\$0.00	\$0.00	0.00	\$300.00	1.00	\$300.00	100.00%	\$0.00
10	CHAINLINK FENCE, 4'	LF	225.00	\$5.00	\$1,125.00	\$0.00	\$0.00	50.00	\$250.00	50.00	\$250.00	22.22%	\$0.00
11	CHAINLINK FENCE, 6'	LF	252.00	\$40.00	\$10,080.00	\$0.00	\$0.00	252.00	\$10,080.00	252.00	\$10,080.00	100.00%	\$0.00
12	CHAINLINK FENCE GATE, 4'	LF	164.00	\$75.00	\$12,300.00	\$0.00	\$0.00	164.00	\$12,300.00	164.00	\$12,300.00	100.00%	\$0.00
13	MOBILIZATION	LF	18.00	\$200.00	\$3,600.00	\$0.00	\$0.00	18.00	\$3,600.00	18.00	\$3,600.00	100.00%	\$0.00
14	CONCRETE WASHOUT	LS	1.00	\$30,000.00	\$30,000.00	\$0.00	\$0.00	0.25	\$30,000.00	1.00	\$30,000.00	100.00%	\$0.00
15	CONSTRUCTION SURVEY	LS	1.00	\$100.00	\$100.00	\$0.00	\$0.00	0.00	\$100.00	1.00	\$100.00	100.00%	\$0.00
16	FOUL POLES INSTALLATION	LS	1.00	\$8,000.00	\$8,000.00	\$0.00	\$0.00	0.00	\$8,000.00	1.00	\$8,000.00	100.00%	\$0.00
17	BACKSTOPS	EA	2.00	\$9,000.00	\$18,000.00	\$0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00%	\$0.00
		LF	90.00	\$500.00	\$45,000.00	\$0.00	\$0.00	90.00	\$45,000.00	90.00	\$45,000.00	100.00%	\$0.00

ITEM	DESCRIPTION	UNIT	CONTRACT			PREVIOUS			CURRENT			TOTAL			PERCENT COMPLETE	TOTAL STORE
			QTY	UNIT PRICE	TOTAL	STORED	QTY	AMOUNT	QTY	AMOUNT	QTY	AMOUNT	STORED	QTY		
18	FENCE POLY-CAP															
19	WINDSCREEN	LF	252.00	\$15.00	\$3,780.00	\$0.00	0.00	\$0.00	\$0.00	252.00	\$3,780.00	\$0.00	252.00	\$3,780.00	100.00%	\$0.00
20	BACKSTOP PADDING	LS	1.00	\$2,000.00	\$2,000.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	0.00%	\$0.00
21	PLAYERS BENCHES	LS	1.00	\$4,750.00	\$4,750.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	0.00%	\$0.00
22	PREFABRICATED DUGOUTS	LS	1.00	\$18,000.00	\$18,000.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	0.00%	\$0.00
22	CO #1	EA	2.00	\$48,750.00	\$97,500.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	0.00%	\$0.00
22	CO #2	EA	1.00	\$2,134.00	\$2,134.00	\$0.00	1.00	\$0.00	\$0.00	0.00	\$2,134.00	\$0.00	1.00	\$2,134.00	100.00%	\$0.00
		EA	1.00	\$8,552.19	\$8,552.19	\$0.00	0.00	\$0.00	\$0.00	1.00	\$8,552.19	\$0.00	1.00	\$8,552.19	100.00%	\$0.00
			310,581.19			0.00	165,556.19			165,556.19			53.31%			

STORY CITY POLICE DEPARTMENT

Telephone 515-733-2646
Fax 515-733-2460

508 BROAD STREET
STORY CITY, IOWA 50248

To: Story City Mayor, City Council, and City Administrator
From: Matt L. Sporleder, Chief of Police
Re: Police Officer Position
Date: December 28, 2023

I am requesting approval to hire Aaron Adams, on the condition he successfully completes the remaining hiring steps, to fill the vacant police officer position. Aaron Adams completed the ILEA in 2022 while working for the Tama Police Department.

In consideration of Mr. Adams holding ILEA certification, I propose his salary schedule to reflect the following:

Starting	\$58,279
6 months	3% increase
12 months	3% increase
24 months	3% increase
36 months	3% increase

The above steps are in addition to any annual adjustments given to all employees.

According to the Personnel Policy 3.03.4 Hiring and Wage Approval, Mr. Adams will start with a bank of 40 hours of vacation and 40 hours of sick leave.

I anticipate Mr. Adams to start around the middle to end of January, 2024.

Thank you for your consideration.

To: Honorable Mayor and City Council
From: Heather Slifka, City Clerk
Re: Fringe Benefit for Deputy Clerk/Treasurer
Date: December 21, 2023

Presented for Mayor and Council is a request to offer a fringe benefit to the regular part time deputy city clerk treasurer.

In the Personnel Manual, Item 3.05 FRINGE BENEFIT ENTITLEMENT, it states that "Part time and temporary/seasonal employees are not entitled to any fringe benefits unless authorized by City Council."

One of the fringe benefits offered by the city is: 5.24 HEALTH IMPROVEMENT PROGRAM. Here it states that "The City will pay for 50% of the cost and the employee paying 50% of the cost for an individual annual membership to the Lifetime Fitness Center."

I respectfully request that the council consider allowing Rachel Isebrand access to this benefit. She is a regular part time employee, which is a more permanent position than a seasonal or temporary employee. I believe this benefit would be a welcome value to Rachel.

Thank you,



Heather Slifka, City Clerk

STORY CITY DOWNTOWN BUILDING GRANT PROGRAM GUIDELINES

PROGRAM OBJECTIVE:

The Story City Downtown Building Grant Program is designed to aid in the restoration and renovation of downtown buildings. It is to facilitate the growth and development of Main Street businesses, enhance visual appeal, or upgrade the usable square footage of the Story City Main Street District. The emphasis is to focus on the preservation of the building's architectural character and design.

PROPERTY REQUIREMENTS:

1. Commercial buildings located within the designated Main Street district. As shown on attached map.
2. Property tax and assessments must be current and paid to date.
3. The applicant is required to have and maintain insurance coverage.

ELIGIBLE USES:

- < Awnings
- < Replacement of siding
- < Window & door upgrades
- < Flooring in conjunction with other renovation
- < Masonry repair
- < Cornice repair
- < New paint
- < Lighting
- < Tuck pointing of building
- < Replacement of signage
- < Roof repairs
- < Electrical and plumbing repairs
- < HVAC

INELIGIBLE USES:

- < Concrete sidewalks
- < Unattached signs, etc.

APPLICATION PROCESS:

1. Applications shall be available from and completed applications shall be returned to the Story City City Administrator's office.
2. Applicant shall be required to review and consent to terms and conditions outlined in the program guidelines.
3. One approved application per building in a three (3) year period may qualify.
4. The project cannot begin until final approval by the City Council. Once the project is approved, improvements must follow that plan. Changes, without approval, could result in the loss of grant funds. In order to secure your grant, the committee must review and the City Council must approve any proposed changes to the original plan.
5. No program fees are required of the applicant.
6. The grant review committee (consisting of the Mayor, two City Council members, one person appointed by the Story City Economic Development Corporation, one person appointed by the GCC, and one person appointed by the Story City Historical Society) shall review all applications and supporting documentation. The committee will forward a recommendation to the City Council for their consideration. The City Administrator shall serve in an ex-officio capacity.
7. The City Council shall grant final approval or disapproval on the application and notify applicant.
8. The applicant shall be notified when the committee and City Council will consider their application.
9. Completed applications shall be reviewed in the order in which they are received.
10. Applicant shall have one (1) calendar year from the date of City Council approval to complete the work and request final inspection. The City Administrator may extend this period if circumstances warrant such an extension.
11. A letter shall be sent to an applicant if funds are no longer available for assistance.

FINANCIAL ASSISTANCE:

1. Fifty percent (50%) matching grant for funding improvements of up to \$5,000 for minor projects and \$25,000 for major projects: Additional funding may be allocated depending upon the scope of the project.
Minor Projects: signage, awnings, and/or exterior lighting.
Major Projects: exterior building repairs, exterior painting, tuck pointing and masonry repairs, window and door repair/replacement, roof repairs, HVAC, electrical and plumbing.

2. Deferred Grant: Each applicant shall be required to sign a Promissory Note and Mortgage to secure the full amount of a Major Project grant award. The term of the Note and Mortgage shall be four years, with the principal due decreasing proportionally with the passage of time and bearing no interest. The collection of the Note shall be accomplished according to the following schedule:
 - a) If rehabilitated property is sold, transferred, or vacated prior to the first anniversary of the agreement, one hundred percent (100%) of the Note becomes due.
 - b) If rehabilitated property is sold, transferred, or vacated between the first and second anniversary dates of the agreement, seventy-five percent (75%) of the Note becomes due.
 - c) If rehabilitated property is sold, transferred, or vacated between the second and third anniversary dates of the agreement, fifty percent (50%) of the Note becomes due.
 - d) If rehabilitated property is sold, transferred, or vacated between the third and fourth anniversary dates of the agreement, twenty-five (25%) of the Note becomes due.
 - e) After the fourth anniversary of the agreement, one hundred percent (100%) of the Note is forgiven.

3. Program funds shall be disbursed directly to the applicant upon:
 - 1) Final inspection and approval of the work by the City Council.
 - 2) Certification to the City of the actual costs including submitting copies of receipts.
 - 3) Proof the contractor(s) have been paid in full.

Signature of Applicant:

Date: _____

**STORY CITY
DOWNTOWN BUILDING GRANT PROGRAM
APPLICATION**

Name of Applicant: _____

Mailing Address: _____

Phone Number: _____

Project Address: _____

Does the applicant own the project building? YES NO (Please circle one)
If not, please attach letter from the owner expressing approval of the project.

Estimated Project Cost: \$ _____

Amount of Grant Request: \$ _____

Application Submittal Requirements:

A description, design/sketch/rendering, and photos of the proposed project with an itemized cost break down.

The contractor(s) estimate must be attached.

The design/sketch/rendering should be done in collaboration with the IEDA Downtown Resource Center.

Identify sources of 50 percent match.

Proposed Start Date: _____ Proposed Completion Date: _____

What is the existing use(s) of the building? _____

Will the project correspond with a change in the building use? If so, please explain:

Does the proposed project comply with City codes? YES NO
Signature of City Administrator: _____ Date: _____

The undersigned applicant affirms that:

1. The information submitted herein is true and accurate to the best of my knowledge.

2. I have read and understand the conditions of the Story City Downtown Building Grant Program and agree to abide by its conditions and guidelines.

Signature of Applicant:

Date: _____



City of Story City, IA

CLAIMS REGISTER REPORT

By Segment (Select Below)

Payable Dates 12/18/2023 - 12/29/2023

Vendor Name	Description (Payable)	Amount
Department: 1110 - POLICE DEPARTMENT		
RYAN SILLS	Reimbursement- duty gear	24.01
WELLMARK	GROUP HEALTH/DENTAL	4,054.13
DDM ELECTRIC	replace lights at Public Works	473.44
FREEDOM FIRE	EXTINGUISHER INSPECT	39.32
KARL FORD	Service to vehicle	86.38
IOWA PEACE OFFICER ASSOCI...	IPOA memberships	150.00
MET LIFE SMALL BUS CNTR	AD&D COVERAGE	80.00
WINDSTREAM	PHONE/POLICE	77.33
STAPLES	office supplies	52.63
Department 1110 - POLICE DEPARTMENT Total:		5,037.24
Department: 1150 - FIRE DEPARTMENT		
TRENT WHIPPLE	reimbursement	10.06
EAGLE ENGRAVING, INC	name badges	301.75
FREEDOM FIRE	EXTINGUISHER INSPECT	117.31
STORY CITY FIREFIGHTERS AS...	Jensen Donation	500.00
BLACK HILLS ENERGY	GAS SERVICE	324.99
Department 1150 - FIRE DEPARTMENT Total:		1,254.11
Department: 1160 - FIRST RESPONDERS		
STORY CITY FIRST RESPONDERS	Jensen Donation	500.00
Department 1160 - FIRST RESPONDERS Total:		500.00
Department: 1190 - ANIMAL CONTROL		
HEARTLAND PET HOSPITAL	impound fees	351.86
Department 1190 - ANIMAL CONTROL Total:		351.86
Department: 2210 - STREET/ROADWAY MAINT		
WELLMARK	GROUP HEALTH/DENTAL	2,800.86
DDM ELECTRIC	replace lights at Public Works	125.60
CLAPSADDLE GARBER INC	Proj 23-WS-0375 Hillcrest	2,415.45
VAN WALL	parts	503.85
FREEDOM FIRE	EXTINGUISHER INSPECT	318.00
MET LIFE SMALL BUS CNTR	AD&D COVERAGE	48.00
STAPLES	office supplies	57.20
BLACK HILLS ENERGY	GAS SERVICE	15.76
IOWA ONE CALL	ONE CALL	9.30
MENARDS COMMERCIAL CAPI...	Monthly bill/receipts	321.55
Department 2210 - STREET/ROADWAY MAINT Total:		6,615.57
Department: 4410 - LIBRARY		
WELLMARK	GROUP HEALTH/DENTAL	442.10
WELLMARK	GROUP HEALTH/DENTAL	147.37
CENTER POINT PUBLISHING	Books	138.42
SABRINA GOGERTY	Cleaning	300.00
GALE/CENGAGE LEARNING	Books	54.73
AMAZON CAPITAL SERVICES	INV: 17WC-HHV9-MX94, 1HY3...	67.57
AMAZON CAPITAL SERVICES	INV: 17WC-HHV9-MX94, 1HY3...	23.49
AMAZON CAPITAL SERVICES	INV: 17WC-HHV9-MX94, 1HY3...	21.98
AUREON COMMUNICATIONS	LIBRARY SERVCIE	78.66
BAKER & TAYLOR	Invoices: 2037959115, 20379...	642.76
BAKER & TAYLOR	Invoices: 2037959115, 20379...	334.15
STORY CITY SPACE CENTER	Jan rent	60.00
VISA/BERTHA BARTLETT	Programming	63.08
VISA/BERTHA BARTLETT	Programming	255.00
FREEDOM FIRE	EXTINGUISHER INSPECT	33.72

CLAIMS REGISTER REPORT

Payable Dates: 12/18/2023 - 12/29/2023

Vendor Name	Description (Payable)	Amount
MET LIFE SMALL BUS CNTR	AD&D COVERAGE	16.00
Department 4410 - LIBRARY Total:		2,679.03
Department: 4430 - PARKS		
WELLMARK	GROUP HEALTH/DENTAL	412.63
FREEDOM FIRE	EXTINGUISHER INSPECT	313.69
CAPITAL CITY EQUIPMENT	snow shovels	109.90
MET LIFE SMALL BUS CNTR	AD&D COVERAGE	32.00
BLACK HILLS ENERGY	GAS SERVICE	47.69
MENARDS COMMERCIAL CAPI...	Monthly bill/receipts	55.95
Department 4430 - PARKS Total:		971.86
Department: 4440 - RECREATION DEPARTMENT		
TK ELEVATOR CORPORATION	maintenance	309.81
MET LIFE SMALL BUS CNTR	AD&D COVERAGE	16.00
MENARDS COMMERCIAL CAPI...	Monthly bill/receipts	189.99
Department 4440 - RECREATION DEPARTMENT Total:		515.80
Department: 4445 - SWIMMING POOL		
BLACK HILLS ENERGY	GAS SERVICE	35.26
BLACK HILLS ENERGY	GAS SERVICE	35.26
Department 4445 - SWIMMING POOL Total:		70.52
Department: 5540 - PLANNING AND ZONING		
FOX ENGINEERING ASSOC, INC	Project 7044.012	1,539.75
Department 5540 - PLANNING AND ZONING Total:		1,539.75
Department: 6300 - PARTIAL SELF FUNDING		
BENEFITS INC	Claims	20.91
BENEFITS INC	GROUP HEALTH	126.00
Department 6300 - PARTIAL SELF FUNDING Total:		146.91
Department: 6611 - EXECUTIVE (MAYOR, ADM)		
WELLMARK	GROUP HEALTH/DENTAL	1,757.33
MET LIFE SMALL BUS CNTR	AD&D COVERAGE	16.00
Department 6611 - EXECUTIVE (MAYOR, ADM) Total:		1,773.33
Department: 6620 - FINANCIAL AD (CLERK,TREA)		
WELLMARK	GROUP HEALTH/DENTAL	1,757.33
WELLMARK	GROUP HEALTH/DENTAL	1,732.33
COMPASS BUSINESS SOL	envelopes	211.25
MET LIFE SMALL BUS CNTR	AD&D COVERAGE	16.00
MET LIFE SMALL BUS CNTR	AD&D COVERAGE	16.00
Department 6620 - FINANCIAL AD (CLERK,TREA) Total:		3,732.91
Department: 6640 - LEGAL SERVICES		
NEW POINT LAW FIRM	Dangerous Bldg	2,275.00
Department 6640 - LEGAL SERVICES Total:		2,275.00
Department: 6650 - CITY HALL/SENIOR CENTER		
WELLMARK	GROUP HEALTH/DENTAL	176.84
FREEDOM FIRE	EXTINGUISHER INSPECT	75.51
GRAINGER PARTS OPERATION	parts	266.00
ANGELA HALLADAY	Cleaning C/H	210.00
BLACK HILLS ENERGY	GAS SERVICE	285.62
Department 6650 - CITY HALL/SENIOR CENTER Total:		1,013.97
Department: 6670 - DATA PROCESSING		
STAPLES	office supplies	377.25
Department 6670 - DATA PROCESSING Total:		377.25
Department: 8760 - I-35 DEVELOPMENT		
CLAPSADDLE-GARBER INC	Proj 23-WS-00501 I-35 Bus Pa...	6,024.30
Department 8760 - I-35 DEVELOPMENT Total:		6,024.30
Department: 8774 - RICH OLIVE STR PROJECT		
CLAPSADDLE-GARBER INC	Proj 1692 SC Bus Park	18,644.65
Department 8774 - RICH OLIVE STR PROJECT Total:		18,644.65

CLAIMS REGISTER REPORT

Payable Dates: 12/18/2023 - 12/29/2023

Vendor Name	Description (Payable)	Amount
Department: 8779 - WASTEWATER TREATMENT		
HILL'S BACKHOE & TILING	trucking to MW	45,541.33
		Department 8779 - WASTEWATER TREATMENT Total: 45,541.33
Department: 9810 - WATER UTILITY		
WELLMARK	GROUP HEALTH/DENTAL	2,039.56
BIG STATE INDUSTRIAL SUPPLY	tools	159.80
FREEDOM FIRE	EXTINGUISHER INSPECT	81.11
GRAINGER PARTS OPERATION	parts	32.15
MET LIFE SMALL BUS CNTR	AD&D COVERAGE	32.00
BLACK HILLS ENERGY	GAS SERVICE	-47.10
IOWA ONE CALL	ONE CALL	9.30
		Department 9810 - WATER UTILITY Total: 2,306.82
Department: 9815 - SEWER UTILITY		
WELLMARK	GROUP HEALTH/DENTAL	2,039.56
CENTRAL IOWA DIST	cleaning supplies	150.00
AUTOMATIC SYSTEMS CO	travel & service- WWTP	235.00
CENTRAL PUMP & MOTOR	work to pump WWTP	1,858.39
FREEDOM FIRE	EXTINGUISHER INSPECT	122.71
OMNISITE	Annual fee- wireless service	1,160.00
KARL FORD	oil change/service + parts	71.38
MET LIFE SMALL BUS CNTR	AD&D COVERAGE	32.00
BLACK HILLS ENERGY	GAS SERVICE	-10.44
IOWA ONE CALL	ONE CALL	9.30
		Department 9815 - SEWER UTILITY Total: 5,667.90
		Grand Total: 107,040.11

Report Summary

Fund Summary

Fund	Payment Amount
001 - GENERAL FUND	21,652.13
033 - GILBERT PUBLIC LIBRARY	758.50
110 - ROAD USE TAX	6,297.57
115 - PARTIAL SELF FUNDING	146.91
135 - I-35 DEVELOPMENT	6,024.30
320 - TIF STREETS	18,644.65
327 - WASTEWATER TREATMENT PLANT	45,541.33
600 - WATER UTILITY	2,306.82
610 - SEWER UTILITY	5,667.90
Grand Total:	107,040.11

Account Summary

Account Number	Account Name	Payment Amount
001-1110-6150	INSURANCE, GROUP HE...	4,134.13
001-1110-6181	CLOTHING ALLOWANCE	24.01
001-1110-6210	DUES & SUBSCRIPTIONS	150.00
001-1110-6320	BUILDING & GROUNDS	473.44
001-1110-6332	VEHICLE REPAIR & MAIN...	86.38
001-1110-6373	TELEPHONE	77.33
001-1110-6506	OFFICE SUPPLIES	52.63
001-1110-6507	MISC. OPERATING SUPPL...	39.32
001-1150-6230	TRAVEL & TRAINING	311.81
001-1150-6371	UTILITIES	324.99
001-1150-6499	MISCELLANEOUS	500.00
001-1150-6507	MISC. OPERATING SUPPL...	117.31
001-1160-6499	MISCELLANEOUS	500.00
001-1190-6413	PAYMENTS TO OTHER A...	351.86
001-2210-6320	BUILDING & GROUNDS	318.00
001-4410-6150	INSURANCE, GROUP HE...	458.10
001-4410-6320	BUILDING & GROUNDS	393.72
001-4410-6373	TELEPHONE	78.66
001-4410-6772	BOOKS	966.56
001-4410-6773	VIDEO	23.49
001-4430-6150	INSURANCE, GROUP HE...	444.63
001-4430-6320	BUILDING & GROUNDS	313.69
001-4430-6371	UTILITIES	47.69
001-4430-6504	MINOR EQUIPMENT	109.90
001-4430-6507	MISC. OPERATING SUPPL...	55.95
001-4440-6150	INSURANCE, GROUP HE...	16.00
001-4440-6413	PAYMENTS TO OTHER A...	309.81
001-4440-6507	MISC. OPERATING SUPPL...	189.99
001-4445-6371	UTILITIES	70.52
001-5540-6490	PROFESSIONAL SERVICES	1,539.75
001-6611-6150	INSURANCE, GROUP HE...	1,773.33
001-6620-6150	INSURANCE, GROUP HE...	3,521.66
001-6620-6506	OFFICE SUPPLIES	211.25
001-6640-6490	PROFESSIONAL SERVICES	2,275.00
001-6650-6150	INSURANCE, GROUP HE...	176.84
001-6650-6320	BUILDING & GROUNDS	285.51
001-6650-6371	UTILITIES	285.62
001-6650-6499	MISCELLANEOUS	266.00
001-6670-6506	OFFICE SUPPLIES	377.25
033-4410-6150	INSURANCE, GROUP HE...	147.37
033-4410-6506	OFFICE SUPPLIES	255.00
033-4410-6772	BOOKS	334.15
033-4410-6773	VIDEO	21.98
110-2210-6150	INSURANCE, GROUP HE...	2,848.86

Account Summary

Account Number	Account Name	Payment Amount
110-2210-6320	BUILDING & GROUNDS	447.15
110-2210-6350	EQUIPMENT REPAIR & ...	503.85
110-2210-6371	UTILITIES	15.76
110-2210-6490	PROFESSIONAL SERVICES	2,424.75
110-2210-6499	MISCELLANEOUS	57.20
115-6300-6150	INSURANCE, GROUP HE...	146.91
135-8760-6490	PROFESSIONAL SERVICES	6,024.30
320-8774-6490	PROFESSIONAL SERVICES	18,644.65
327-8779-6798	CAPITAL PROJECT	45,541.33
600-9810-6150	INSURANCE, GROUP HE...	2,071.56
600-9810-6371	UTILITIES	-47.10
600-9810-6490	PROFESSIONAL SERVICES	9.30
600-9810-6499	MISCELLANEOUS	81.11
600-9810-6504	MINOR EQUIPMENT	159.80
600-9810-6507	MISC. OPERATING SUPPL...	32.15
610-9815-6150	INSURANCE, GROUP HE...	2,071.56
610-9815-6210	DUES & SUBSCRIPTIONS	1,160.00
610-9815-6330	MOTOR VEHICLE MAINT...	71.38
610-9815-6350	EQUIPMENT REPAIR & ...	1,858.39
610-9815-6371	UTILITIES	-10.44
610-9815-6490	PROFESSIONAL SERVICES	244.30
610-9815-6499	MISCELLANEOUS	122.71
610-9815-6507	MISC. OPERATING SUPPL...	150.00
	Grand Total:	107,040.11

Project Account Summary

Project Account Key	Payment Amount
None	107,040.11
Grand Total:	107,040.11