

BOARD OF SUPERVISORS

District 1 | **Stacey Walker**

District 2 | **Ben Rogers**

District 3 | **Brent Oleson**

JEAN OXLEY LINN COUNTY PUBLIC SERVICE CENTER

935 2ND ST. SW

CEDAR RAPIDS, IA 52404

PH: 319-892-5000 | FAX: 319-892-5009

LinnCounty.org



**LINN COUNTY BOARD OF SUPERVISORS
MEETING AGENDA**

Monday, January 7, 2019

9 a.m.

Informal Board Room—Jean Oxley Public Service Center
935 2ND ST. SW, Cedar Rapids, IA

Call to Order

Public Comment: Five Minute Limit per Speaker

This comment period is for the public to address topics on today's agenda.

Minutes

Discuss and decide on meeting minutes.

Discuss an Amendment Request to the Linn County Soil Health Partnership grant between Linn County and Natural Resources Conservation Services related to the Indian Creek Soil Health Partnership

Approve FY 2019 rural library appropriations, approve and authorize Chair to sign individual contracts for library services and authorize release of payment to individual libraries upon receipt of their respective contracts.

Discuss 2019 Master Matrix Construction Evaluation Resolution to allow the Board of Supervisors to evaluate applications for construction permits for large animal confinement operations.

Discuss Board of Supervisors meeting schedule

Public Comment: Five Minute Limit per Speaker

This is an opportunity for the public to address the board on any subject pertaining to board business.

Payroll Authorizations

Discuss and decide on Employment Change Roster (payroll authorizations).

Claims

Discuss and decide on claims.

Correspondence

Legislative Update

Appointments

**1:30
Informal Board Room**

Review of proposed Fiscal Year 2020 budgets for the Sheriff

Other budget discussions if necessary.

Adjournment

For questions about meeting accessibility or to request accommodations to attend or to participate in a meeting due to a disability, please contact the Board of Supervisors office at 319-892-5000 or at bd-supervisors@linncounty.org.

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Type of Action: Amendment Request
Agreement NR186114XXXXC012
Linn County Soil Health Partnership

AGENCY NAME AND ADDRESS: Natural Resources Conservation Service
210 Walnut Street, room 693
Des Moines, IA 50309

RECIPIENT ORGANIZATION: Linn County
Jean Oxley Public Service Center
Cedar Rapids, IA 52404-2100

Request Justification:

Please consider this correspondence and attached revised SF424A and Linn County IPC SOW 2018 0525 as official request for amendment to the Linn County Soil Health Partnership grant.

At the time of grant submittal, the Soil Conservation Department did not have a job description in place that would allow for immediate hiring of a project coordinator. The position of Soil Health Coordinator was under development. As we continued to develop the job description it became evident that the position would end up at a higher salary scale than that outlined in the original grant Statement of Work. Development of the position description required several iterations that delayed the hiring of a coordinator. As of late December 2018, Linn County has a formal job description and has initiated the hiring process.

It also became evident from Partner Agreement Training received on September 26, that object class categories within Section B – Budget Categories of the SF-424A needed revision to meet criteria as set forth in the CFR-200.

Because of these reasons Linn County, the Indian Creek Watershed Management Authority, and its' partners have re-evaluated budgetary allocations and secured increased local matching cash to more accurately reflect position funding as well project initiatives identified in the Statement of Work.

Thank you in advance for your consideration.

Respectfully submitted,

Statement of Work

Purpose

The purpose of this agreement between Natural Resources Conservation Service (NRCS) and Linn County Soil Conservation Department (Sponsor) is to work with landowners on conservation planning, build Iowa Nutrient Reduction Strategy awareness, and adopt soil health practices.

Project Name: Indian Creek Soil Health Partnership

Objectives

Objective 1: Increase Technical Assistance for Indian Creek Watershed.

Objective 2: Develop Stronger Partnerships in the Indian Creek Watershed.

Objective 3: Reach out to farmers and landowners, including under-served populations, in the Indian Creek Watershed.

Budget Narrative

1. Total Estimated Project Budget: \$605,500.00
2. Total Federal Project Budget: \$306,500.00
3. Total Non-Federal Project Budget: \$299,000.00

4. Federal Budget Breakdown:

<u>Budget Item</u>	<u>Year end 9/2019</u>	<u>Year end 9/2020</u>	<u>Year end 9/2021</u>	<u>Year end 9/2022</u>	<u>Year end 7/2023</u>	<u>NRCS Cost</u>
Personnel (1 full-time Coordinator)	\$17,200	\$27,950	\$27,950	\$27,950	\$27,950	\$129,000 (\$135,000 match)
Fringe benefits	\$13,334	\$21,666	\$21,666	\$21,667	\$21,667	\$100,000 (\$0 match)
Travel	\$360	\$585	\$585	\$585	\$585	\$2,700 (\$0 match)
Supplies	\$640	\$1,040	\$1,040	\$1,040	\$1,040	\$4,800 (\$0 match)
Contractual						
- OM analysis	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	
- WQ testing	\$4,800	\$4,800	\$4,800	\$4,800	\$4,800	
- Surveys	\$5,000	\$0	\$0	\$0	\$5,000	
- Soil Health Workshop	\$3,000	\$0	\$3,000	\$3,000	\$0	
- Outreach Events	\$0	\$2,000	\$0	\$0	\$2,000	
- Total	\$16,800	\$10,800	\$11,800	\$11,800	\$15,800	\$67,000 (\$99,000 match)
Other (Training fees, registrations, memberships)	\$400	\$650	\$650	\$650	\$650	\$3,000 (\$0 match)
Indirect costs (Indian Creek Watershed Authority Administration)	\$0	\$0	\$0	\$0	\$0	\$0 (\$65,000 match)

The total project budget, including match, is \$605,500. The requested NRCS funds will be used to support the Soil Health Coordinator for 5 years to increase practice adoption through outreach and conservation planning. Matching funds will support coordinator expenses, training, outreach events, and water quality monitoring.

The Indian Creek Watershed Management Authority (ICWMA) and its partners are committing \$139,000 in cash match to support the coordinator expenses and food for outreach events. Additionally, ICWMA is pledging \$65,000 in-kind match to support coordinator training, outreach activities, and partnership building. Coe College pledges \$95,000 in water monitoring support over the five years, which is the summation of their annual budget provided by the City of Cedar Rapids to collect & analyze water samples in the Indian Creek watershed.

Responsibilities of the Parties:

A. The Sponsor will:

1. Ensure that employees and contractors assigned by the Sponsor to complete work products under this agreement will be qualified through education, training, experience or a combination therein to perform the work assigned by the Sponsor.
 - a. Assigned employees and contractors will comply with all applicable federal, state, tribal, and local laws and requirements; meet applicable USDA standards, specifications, and program requirements; be consistent with conservation program goals and objectives.
2. Hire a full-time Project Coordinator to focus on conservation planning, soil health practice implementation, and promoting the Iowa Nutrient Reduction Strategy (INRS).
3. Train the Coordinator in the NRCS 9-step planning process, with training sufficient for the Project Coordinator to qualify for NRCS Apprentice Planner status, and orient them to the watershed.
4. Make eight new landowner contacts each quarter.
5. Work with landowners to develop conservation plans on 11,200 acres (35% of watershed).
6. Document soil health benefits as predicted by the Iowa NRCS Conservation Practice Physical Effects table on 25% of agricultural land in the Indian Creek watershed.
7. Develop site-specific water quality monitoring plans for at least 5 project areas.
8. Help clients implement 5,000 new acres of cover crops; 2,000 new acres of no-till/strip-till; 500 new acres of conservation cover (including filter strips, native plantings, and pollinator habitat); and 5 sites for saturated buffers and/or bioreactors.
9. Meet with Indian Creek Watershed Management Authority (ICWMA) partners quarterly to share project ideas and resources.
10. Create a database of ICWMA partner contacts and conservation assistance programs and continually update it on the ICWMA website.
11. Complete at least 3 new technical assistance or practice expansion projects.
12. Submit an evaluation of partnership engagement outcomes, soil health conditions, water quality monitoring results, conservation planning efforts and practice adoption to the ICWMA and NRCS.
13. Measure baseline landowner knowledge of soil health, the INRS, and associated practices using a pro-project survey and submit the report to the ICWMA and NRCS.
14. Establish a bi-annual Indian Creek watershed e-newsletter and distribute it to watershed landowners.
15. Deliver at least 2 school/FFA/environmental group presentations each year (10 presentations minimum) to raise soil health and INRS awareness.
16. Host at least one field day each year for a minimum of 5 to build soil health and INRS awareness.
17. Deliver one soil health workshop each year in 2019, 2020, and 2021 to increase interest in soil health practices.
18. Partner with Women, Food & Agriculture Network to deliver two Women Caring for the Land meetings focused on soil health practices.
19. Complete a final report summarizing landowner contacts, pre- & post-survey awareness results, and outreach activities, and post it on the ICWMA website and in the project newsletter, and submit it to NRCS by 5/30/23.

B. NRCS will:

1. Designate as their Iowa Administrative Contact

Teresa Steffens
USDA-NRCS
120 North Industrial Parkway, Suite 4
West Union, IA 52175-1612
Phone 563-422-6201
teresa.steffens@ia.usda.gov

Additional contacts are as listed on the NRCS-ADS-093.

2. Reimburse the recipient in accordance with the terms of this Agreement, not to exceed every 30 days.
3. Attend ICWMA and sub-watershed project groups meetings as resources allow and serve as a technical resource to those bodies.
4. Provide information on NRCS technical standards and specifications.
5. Provide information on available training opportunities and allow for participation in NRCS training sessions.
6. Provide access to NRCS-managed publicly-available geospatial data layers
7. Provide access to NRCS Soil Health information tools as needed.
8. Provide office space, and provide access to NRCS computers, equipment and vehicles as resources permit.

SPECIAL PROVISIONS:

A. The Sponsor will:

1. Using the form provided by NRCS, the Sponsor will provide semi-annual progress reports until the completion or expiration of the agreement. Reports will include, but not be limited to, project update by task, copies of outreach materials, press releases, project and event photographs, names of participating producers, and conservation plans.
2. Follow all provisions included within the USDA/NRCS General Terms and Conditions for Grants and Cooperative Agreements.

Expected Accomplishments and Deliverables

1. A letter confirming that the Project Coordinator has been hired, including the name and description of the person's existing skillsets and remaining training needs.
2. Confirmation in project reports of completion of the Project Coordinator's completion of Conservation Planning training and completion of watershed orientation.
3. Documentation in project reports of the at least eight new landowner contacts each quarter, including the names and locations of those contacts.
4. Completed conservation plans meeting NRCS planning requirements, ready for District Conservationist signature on the CPA-52 on 11,200 acres (35% of watershed). A list of completed plans will be provided to the NRCS Technical Contact.
5. Documentation in project reports of soil health benefits as predicted by the Iowa NRCS Conservation Practice Physical Effects table on 25% of agricultural land in the Indian Creek watershed.

6. Copies of site specific water quality monitoring plans developed for at least 5 project areas will be provided to the NRCS Technical Contact.
7. 5,000 new acres of cover crops; 2,000 new acres of no-till/strip-till; 500 new acres of conservation cover (including filter strips, native plantings, and pollinator habitat); and 5 sites for saturated buffers and/or bioreactors will be documented in accordance with NRCS requirements in client case files and the NRCS reporting system. Summary information of completed practices, including client names, will be included in semi-annual project progress reports.
8. Copies of quarterly ICWMA partner meeting agendas, minutes and attendance lists will be provided to the NRCS Technical Contact.
9. Completion of the database ICWMA partner contacts and conservation assistance programs and the URL of the ICWMA website will be documented in a semi-annual project progress report.
10. Case studies of least 3 new technical assistance or practice expansion projects completed through new partnerships will be provided to the NRCS Technical Contact.
11. A written evaluation of partnership engagement outcomes, soil health conditions, water quality monitoring results, conservation planning efforts and practice adoption will be submitted to ICWMA and the NRCS Technical Contact.
12. A written report on baseline landowner knowledge of soil health, the INRS, and associated practices measured through pre-survey will be provided to the NRCS Technical Contact.
13. A copy of the Indian Creek watershed e-newsletter will be provided to the NRCS Technical Contact.
14. Documentation at least 10 school/FFA/environmental group presentations on soil health and INRS awareness will be provided to the NRCS Technical Contact. Documentation will include a copy of the presentation and a list of the schools/groups to which presentations were given.
15. Agendas, attendance lists and event evaluation summaries for five (5) field days on soil health and INRS awareness will be provided to the NRCS Technical Contact.
16. Agendas, attendance lists and event evaluation summaries for three soil health workshops will be provided to the NRCS Technical Contact.
17. Agendas, attendance lists and event evaluation summaries for two Women Caring for the Land meetings on soil health practices will be provided to the NRCS Technical Contact.
18. A final report summarizing landowner contacts, pre- & post survey awareness results, and outreach activities will be posted on the ICWMA website, conveyed in the newsletter, and will be provided to the NRCS Technical Contact.

Resources Required

NRCS will provide funding. NRCS will also provide office space, and provide access to NRCS computers, equipment and vehicles as resources permit. Linn County will provide supervision to the Project Coordinator and travel expenses when NRCS vehicles are not available.

Milestones

9/15/2018 - Project Coordinator hired.

11/2018 and ongoing - ICWMA partner coordination

1/5/2019 - First issue of a bi-annual Indian Creek watershed e-newsletter distributed to watershed landowners.

3/1/2019 - ICWMA partner and programs database complete and operating

3/15/2019 - Conservation Planning training for the Project Coordinator to achieve Apprentice level certification.

Quarterly - Landowner contacts (eight/quarter)

3/15/2019 and ongoing - Conservation planning assistance provided.

4/1/2019 - Tracking begins on soil health benefits of conservation practices.

5/1/2019 - Baseline landowner knowledge of soil health, the INRS, and associated practices measured through pre-survey.

6/1/2019 - Water quality monitoring plans developed for five sites.

6/15/2019 and annually through 2023 - At least 2 school/FFA/environmental group presentations - delivered each year of project.

6/30/2019 and annually through 2023 - Soil Health and INRS field day held.

6/30/2019 and annually through 2021 - Soil Health workshop held.

6/30/2023 - Conservation practice implementation complete.

6/30/2023 - Final evaluation and project report complete.

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 01/31/2019

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. USDA-NRCS-IA-IPC-18-01 Iowa Partners for Conservation - Soil Health Partnership Request	10.902	\$	\$	\$ 306,500.00	\$	\$ 306,500.00
2. USDA-NRCS-IA-IPC-18-01 Iowa Partners for Conservation - Soil Health Partnership Cash Match					139,000.00	139,000.00
3. USDA-NRCS-IA-IPC-18-01 Iowa Partners for Conservation - Soil Health Partnership In-Kind Match					160,000.00	160,000.00
4.						
5. Totals		\$	\$	\$ 306,500.00	\$ 299,000.00	\$ 605,500.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	USDA-NRCS-IA- IPC-18-01 Iowa Partners for Conservation - Soil Health Partnership Request	USDA-NRCS-IA- IPC-18-01 Iowa Partners for Conservation - Soil Health Partnership Cash Match	USDA-NRCS-IA- IPC-18-01 Iowa Partners for Conservation - Soil Health Partnership In-Kind Match		
a. Personnel	\$ 129,000.00	\$ 135,000.00	\$	\$	\$ 264,000.00
b. Fringe Benefits	100,000.00				100,000.00
c. Travel	2,700.00				2,700.00
d. Equipment					
e. Supplies	4,800.00				4,800.00
f. Contractual	67,000.00	4,000.00	95,000.00		166,000.00
g. Construction					
h. Other	3,000.00				3,000.00
i. Total Direct Charges (sum of 6a-6h)	306,500.00	139,000.00	95,000.00		\$ 540,500.00
j. Indirect Charges			65,000.00		\$ 65,000.00
k. TOTALS (sum of 6i and 6j)	\$ 306,500.00	\$ 139,000.00	\$ 160,000.00	\$	\$ 605,500.00
7. Program Income	\$	\$	\$	\$	\$

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8.	USDA-NRCS-IA-IPC-18-01 Iowa Partners for Conservation - Soil Health Partnership	\$ 139,000.00	\$	\$ 160,000.00	\$ 299,000.00
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)		\$ 139,000.00	\$	\$ 160,000.00	\$ 299,000.00

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 48,734.00	\$	\$ 16,244.00	\$ 16,245.00	\$ 16,245.00
14. Non-Federal	\$				
15. TOTAL (sum of lines 13 and 14)	\$ 48,734.00	\$	\$ 16,244.00	\$ 16,245.00	\$ 16,245.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program		FUTURE FUNDING PERIODS (YEARS)			
		(b) First	(c) Second	(d) Third	(e) Fourth
16.	USDA-NRCS-IA-IPC-18-01 Iowa Partners for Conservation - Soil Health Partnership	\$ 62,691.00	\$ 63,691.00	\$ 63,692.00	\$ 67,692.00
17.					
18.					
19.					
20. TOTAL (sum of lines 16 - 19)		\$ 62,691.00	\$ 63,691.00	\$ 63,692.00	\$ 67,692.00

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges:	22. Indirect Charges:
23. Remarks:	

FY 2019
LINN COUNTY LIBRARY
ALLOCATIONS

Cedar Rapids	74,447.06
Center Point	58,667.50
Central City	19,850.00
Coggon	12,746.00
Ely	33,263.67
Fairfax	23,423.77
Hiawatha	63,288.74
Lisbon	21,439.34
Marion	72,590.60
Mount Vernon	28,653.38
Springville	<u>31,630.93</u>
	<u>440,000.99</u>

RESOLUTION # _____

CONSTRUCTION EVALUATION RESOLUTION

WHEREAS, Iowa Code section 459.304(3) sets out the procedure if a board of supervisors wishes to adopt a “construction evaluation resolution” relating to the construction of a confinement feeding operation structure; and

WHEREAS, only counties that have adopted a construction evaluation resolution can submit to the Department of Natural Resources (DNR) an adopted recommendation to approve or disapprove a construction permit application regarding a proposed confinement feeding operation structure; and

WHEREAS, only counties that have adopted a construction evaluation resolution and submitted an adopted recommendation may contest the DNR’s decision regarding a specific application; and

WHEREAS, by adopting a construction evaluation resolution the board of supervisors agrees to evaluate every construction permit application for a proposed confinement feeding operation structure received by the board of supervisors between February 1, 2019 and January 31, 2020 and submit an adopted recommendation regarding that application to the DNR; and

WHEREAS, the board of supervisors must conduct an evaluation of every construction permit application using the master matrix created in Iowa Code section 459.305, but the board’s recommendation to the DNR may be based on the final score on the master matrix or may be based on reasons other than the final score on the master matrix;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF LINN COUNTY that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code section 459.304(3).

Considered and passed on this 9th day of January 2019.

Motion by: _____ Second by: _____

Voting

Aye:

Nay:

Abstain:

Absent:

Chairperson

Vice Chairperson

Supervisor

ATTEST:

Joel Miller, Linn County Auditor