

**BOARD OF TRUSTEES OF THE COULTHARD LEVEE
DRAINAGE DISTRICT
LOCATED IN POTTAWATTAMIE
AND HARRISON COUNTY IOWA
BOARD OF SUPERVIORS' HEARING ROOM
POTTAWATTAMIE COUNTY COURTHOUSE
227 SOUTH 6TH STREET
COUNCIL BLUFFS, IOWA 51501**

Please note:

You may participate in this meeting via:

- In person: Limited number of attendees allowed in Board Hearing Room due to Governor's self-distancing order

- YouTube, at:

<https://www.youtube.com/channel/UCeP9ZQIBgMpuSyOprlyMl6g>

- Telephone Conference call: (712) 328-5848

Tuesday, August 24, 2021

Agenda

9:55 A.M. - Coulthard Levee-Board of Trustees of the Coulthard Levee Drainage District to approve and authorize payments for borrow easements and 2020 Damages by Bolton & Menk to Don Brothers, Otto Family Farms, LLC and Olson Contracting for the Coulthard Levee Drainage District.



**BOLTON
& MENK**

Real People. Real Solutions.

300 W McKinley Street
PO Box 68
Jefferson, IA 50129

Ph: (515) 386-4101
Bolton-Menk.com

August 4, 2021

Harrison & Pottawattamie County Boards of Supervisors
Harrison County Courthouse
111 North 2nd Ave
Logan, Iowa 51546

RE: Borrow Easements and 2020 Damages
Coulthard Levee District
Project No.: A16.121413

Dear Board Members:

Work began on the Coulthard Levee repairs in fall of 2020. The work progressed by construction of the new ring levee outside DeSoto NWR on a new easement area purchased from Don Brothers on October 8, 2020. In December 2020, the USFWS issued a cease-and-desist letter preventing the contractor from entering the district's easements on the refuge. At that time the contractor demobilized, with the intent to return once the issues were resolved. As the project delay has extended, Don Brothers has requested that the damages to date be reported so that record is made for the early work on the project.

Final Brother's Easement Area

We have attached the map and agreement which was signed by Don and the board in October. Because the property survey had not yet been completed, the board authorized only 90% of the agreed value be paid at that time with final correction made later. That agreement split the acquisition into 2 separate pieces, one for the ring levee relocation and the second for the borrow material to be used for construction.

Ring Levee Easement – The planned ring levee easement area was 2.99 acres as shown on the map and the agreement. After the final survey, the final area of this easement was found to be 2.77 acres. Using the agreed upon \$10,000 per acre gives a value of \$27,700 of which \$26,910 was paid in 2020. We recommend the board release the remaining payment of **\$790** for the ring levee easement.

Borrow Easement (Brothers) – The second easement area was purchased as a source for fill material for the ring levee repair. The agreed upon \$6,250 per acre was arrived at using the same \$10,000 per acre used for the ring levee easement, less an assumed \$250 per acre FSA CRP payment spread over 15 years.

The area proposed for acquisition was 8.60 acres, with final survey finding the easement within the Brothers property to be 8.34 acres. Using the agreed upon \$6,250 per acre gives a value of \$52,125, of which \$48,375 was paid in 2020. We recommend the board release the remaining **\$3,750** be released to Don Brothers

Borrow Easement (Otto) – During the final property boundary survey, it was found that the parcel boundaries shown in the GIS data were off by approximately 45 feet in this area. Because of the rush to get the easement purchased before construction began, the final survey was completed after the borrow had been taken. This survey found that a portion of the neighboring Otto property had already been taken as borrow and the landowner should be compensated and the easement for that area purchased. The

survey found 0.46 acres of easement should be purchased from the Otto property. Assuming the same \$6,250 per acre as the Brothers property, we recommend a payment of **\$2,875** be made to the owner.

Borrow Easement Compensation Rate

During the negotiations with Don Brothers regarding the borrow area compensation, it was assumed that a CRP payment of \$250 per acre per year would be reasonable based upon other recent CRP contracts we had seen. After the agreement was signed, Don reached out to the FSA regarding payment. The per acre per year price returned by FSA was \$185 per acre per year, or \$65 per acre less than assumed. The reduction in FSA payment equates to a reduced land price of **\$8,131.50** for the Brother's Property and **\$448.50** for the Otto Property.

While the district is under no obligation to increase the compensation to account for the changed contract rate, we recommend that both payments be authorized to make the owners as whole as possible.

2020 Crop Damages

The work that was completed in the fall of 2020 largely extended beyond the easements held by the district, which is normal for drainage work in Iowa. The remedy is the payment of crop damages for lands outside the easement. The value of those damages will be set during the completion hearing at the end of the project. Because the end date is unknown at this time, Don has requested that we report the acres damaged to date to make the record clear for that hearing.

The work in the Fall of 2020 began after crop-out and so all damages for 2020 will be related to compaction and restoration. The attached map shows the area found to be disturbed by the work in 2020, totaling 20.28 acres of cropland. Of the total, all but 5.85 acres are within existing or newly purchased easements and are not eligible for crop damages. The remaining 5.85 acres is divided between both Don Brothers (**5.48 acres**) and the Otto property (**0.37 acres**) and will be considered for damage compensation at the completion hearing at the end of the project.

Spring 2021 Damage Restoration

The cease-and-desist letter abruptly ended all work at the Coulthard levee. Because of the suddenness of the shut-down, and the belief that the issues would be resolved before the 2021 planting season, final grading was not completed on the Brothers property. To make the property farmable for the 2021 crop year, Olson Contracting was engaged to restore the site. The total cost of the restoration is **\$15,355.00** as shown on the attached invoice.

Without this restoration, two landowners would be asked to bear the brunt of the costs for delays caused by the FWS cease and desist. We recommend these costs be paid by the district to remove that financial burden from the landowner

Summary

To summarize the costs listed above, we recommend the following schedule of payments be made at this time:

Brothers:	\$12,671.50
Otto:	\$ 3,323.50
Olson Contracting:	<u>\$15,355.00</u>
Total:	\$31,550.00

Borrow Easements & 2020 Damages

August 4, 2021

Page: 3

Sincerely,

Bolton & Menk, Inc.



Jonathan P. Rosengren, P.E.

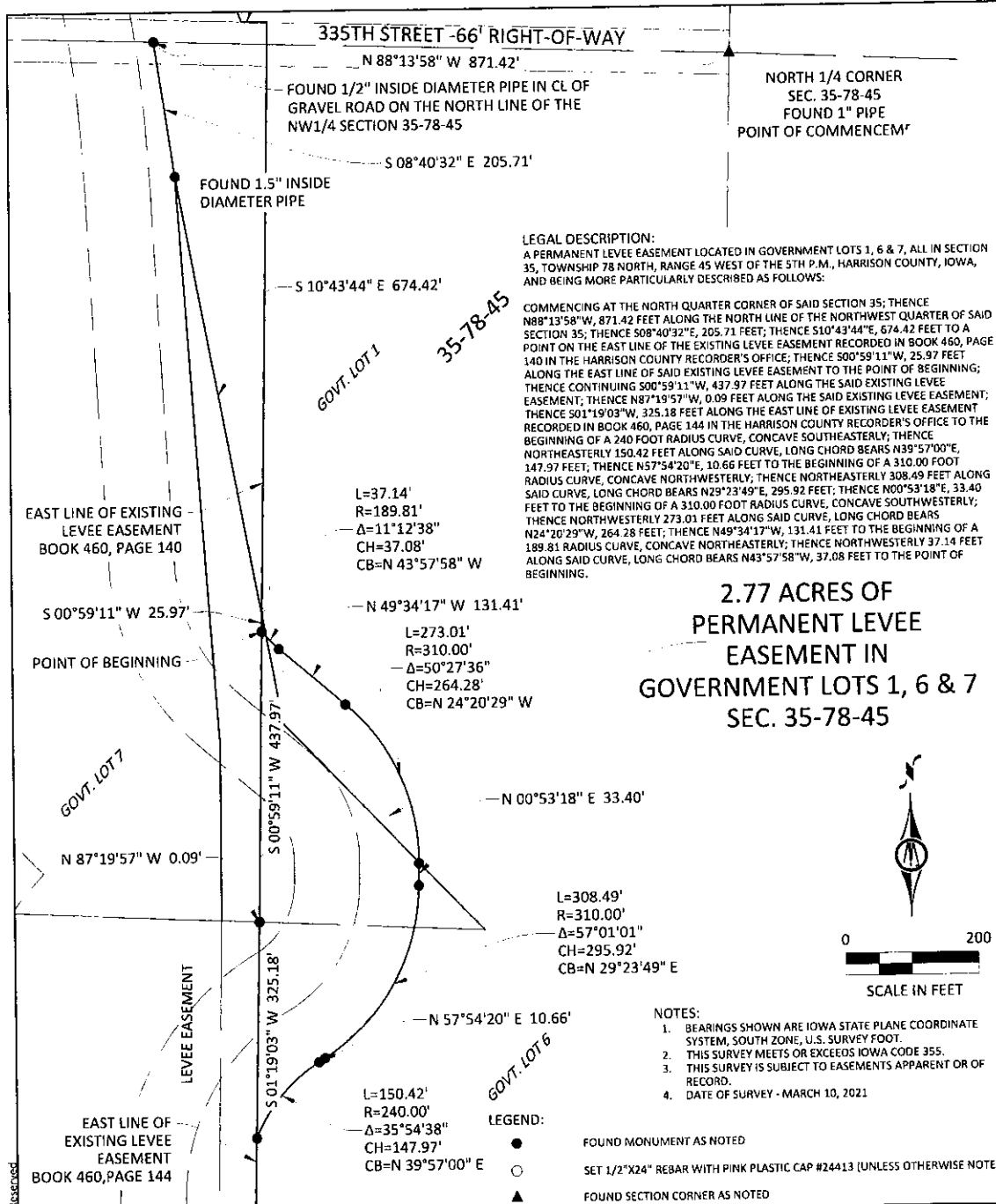
Project Manager

Encl: Borthers and Otto Easement Plats
Map of 2020 Damaged Area
FSA CRP Rental Payment Estimate
Olson Contracting Invoice

Cc: Don Brothers

INDEX LEGEND	
LOCATION	PART OF GOVERNMENT LOTS 1, 6 & 7 SEC. 35-78N-R45W HARRISON COUNTY, IA
REQUESTOR:	DONALD D. BROTHERS
PROPRIETOR:	DONALD D. BROTHERS
SURVEYOR:	LUKE D. AHRENS P.L.S. #24413
SURVEYOR COMPANY:	BOLTON & MENK, INC.
RETURN TO:	LUKE D. AHRENS, BOLTON & MENK, INC. 1519 BALTIMORE DRIVE, AMES, IA 50010 (515)-233-6100

FOR RECORDER USE ONLY



I hereby certify that this land surveying document was prepared by me and the related field work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa

LUKE D. AHRENS P.L.S.
 REG. NO. 24413 DATE: 12/31/2021
 MY LICENSE RENEWAL DATE IS 12/31/2021
 PAGES OR SHEETS COVERED BY THIS SEAL: THIS SHEET

PLAT OF PERMANENT LEVEE EASEMENT
 PART OF GOVERNMENT LOTS 1, 6 & 7, SEC. 35-78N-R45W

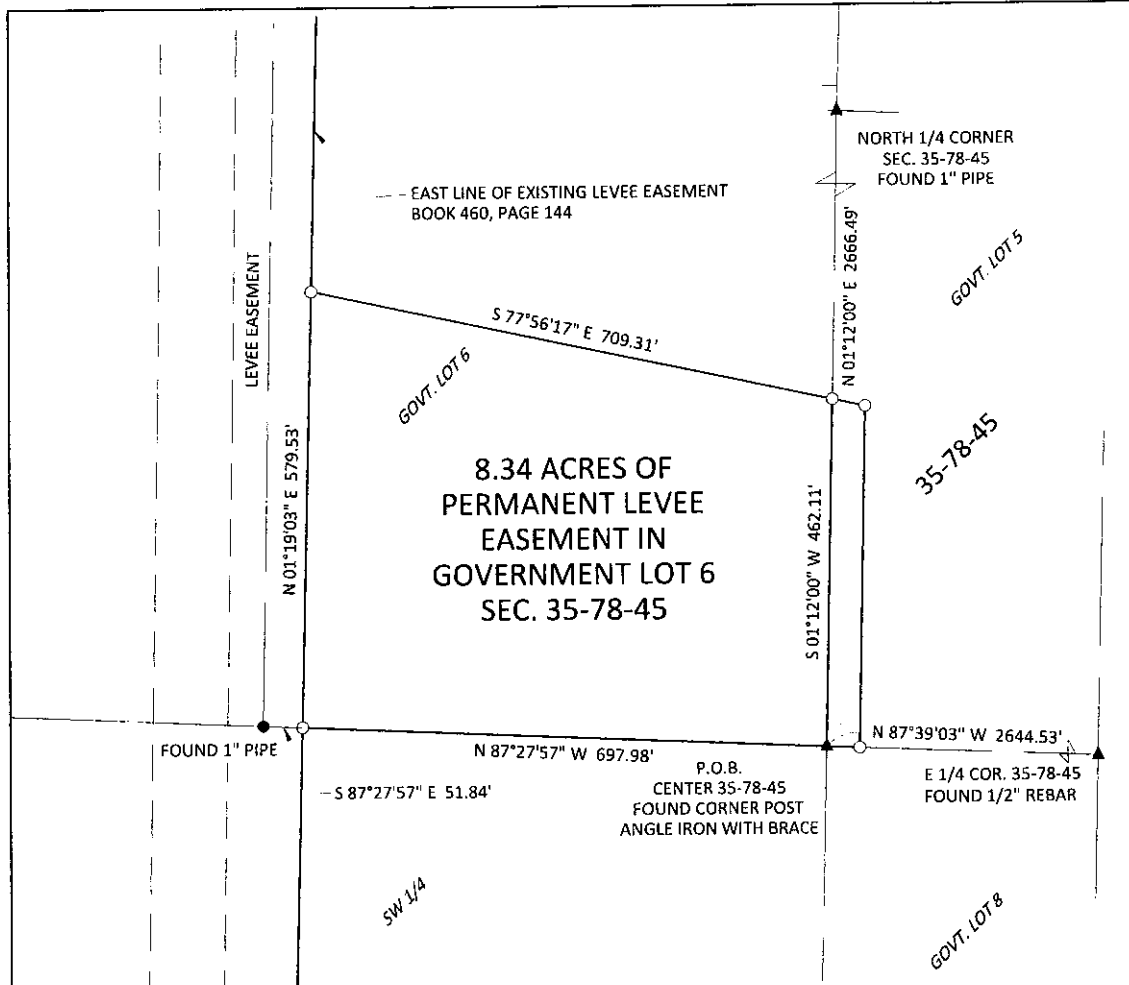
BOLTON & MENK
 1519 BALTIMORE DRIVE
 AMES, IOWA 50010
 (515) 233-6100

SHEET 1 OF 1

DATE: 12/31/2021

INDEX LEGEND	
LOCATION	PART OF GOVERNMENT LOT 6, SEC. 35-178N-R45W HARRISON COUNTY, IA
REQUESTOR:	DONALD D. BROTHERS
PROPRIETOR:	DONALD D. BROTHERS
SURVEYOR:	LUKE D. AHRENS P.L.S. #24413
SURVEYOR COMPANY:	BOLTON & MENK, INC.
RETURN TO:	LUKE D. AHRENS, BOLTON & MENK, INC. 1519 BALTIMORE DRIVE, AMES, IA 50010 (515)-233-6100

FOR RECORDER USE ONLY



LEGAL DESCRIPTION:

A PERMANENT LEVEE EASEMENT LOCATED IN GOVERNMENT LOT 6 IN SECTION 35, TOWNSHIP 78 NORTH, RANGE 45 WEST OF THE 5TH P.M., HARRISON COUNTY, IOWA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

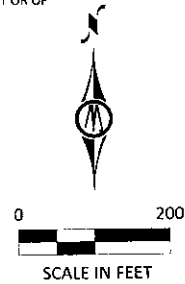
BEGINNING AT THE CENTER CORNER OF SAID SECTION 35; THENCE N87°27'57" W, 697.98 FEET ALONG THE SOUTH LINE OF SAID GOVERNMENT LOT 6 TO THE EAST LINE OF THE EXISTING LEVEE EASEMENT RECORDED IN BOOK 460, PAGE 144 IN THE HARRISON COUNTY, IOWA RECORDER'S OFFICE; THENCE N01°19'03"E, 579.53 FEET ALONG THE EAST LINE OF SAID EXISTING LEVEE EASEMENT; THENCE S77°56'17"E, 709.31 FEET TO THE EAST LINE OF THE NORTHWEST QUARTER OF SAID SECTION 35 AND ALSO THE EAST LINE OF SAID GOVERNMENT LOT 6; THENCE S01°12'00"W, 462.11 FEET ALONG THE EAST LINE THEREOF TO THE POINT OF BEGINNING.

NOTES:

1. BEARINGS SHOWN ARE IOWA STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, U.S. SURVEY FOOT.
2. THIS SURVEY MEETS OR EXCEEDS IOWA CODE 355.
3. THIS SURVEY IS SUBJECT TO EASEMENTS APPARENT OR OF RECORD.
4. DATE OF SURVEY - MARCH 10, 2021

LEGEND:

- FOUND MONUMENT AS NOTED
- SET 1/2"x24" REBAR WITH PINK PLASTIC CAP #24413 (UNLESS OTHERWISE NOTED)
- ▲ FOUND SECTION CORNER AS NOTED



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I hereby certify that this land surveying document was prepared by me and the related field work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa

LUKE D. AHRENS, L.S.
 REG. NO. 24413 DATE: _____
 MY LICENSE RENEWAL DATE IS 12/31/2021
 PAGES OR SHEETS COVERED BY THIS SEAL: _____
 THIS SHEET

PLAT OF PERMANENT LEVEE EASEMENT
PART OF GOVERNMENT LOT 6, SEC. 35-178N-R45W

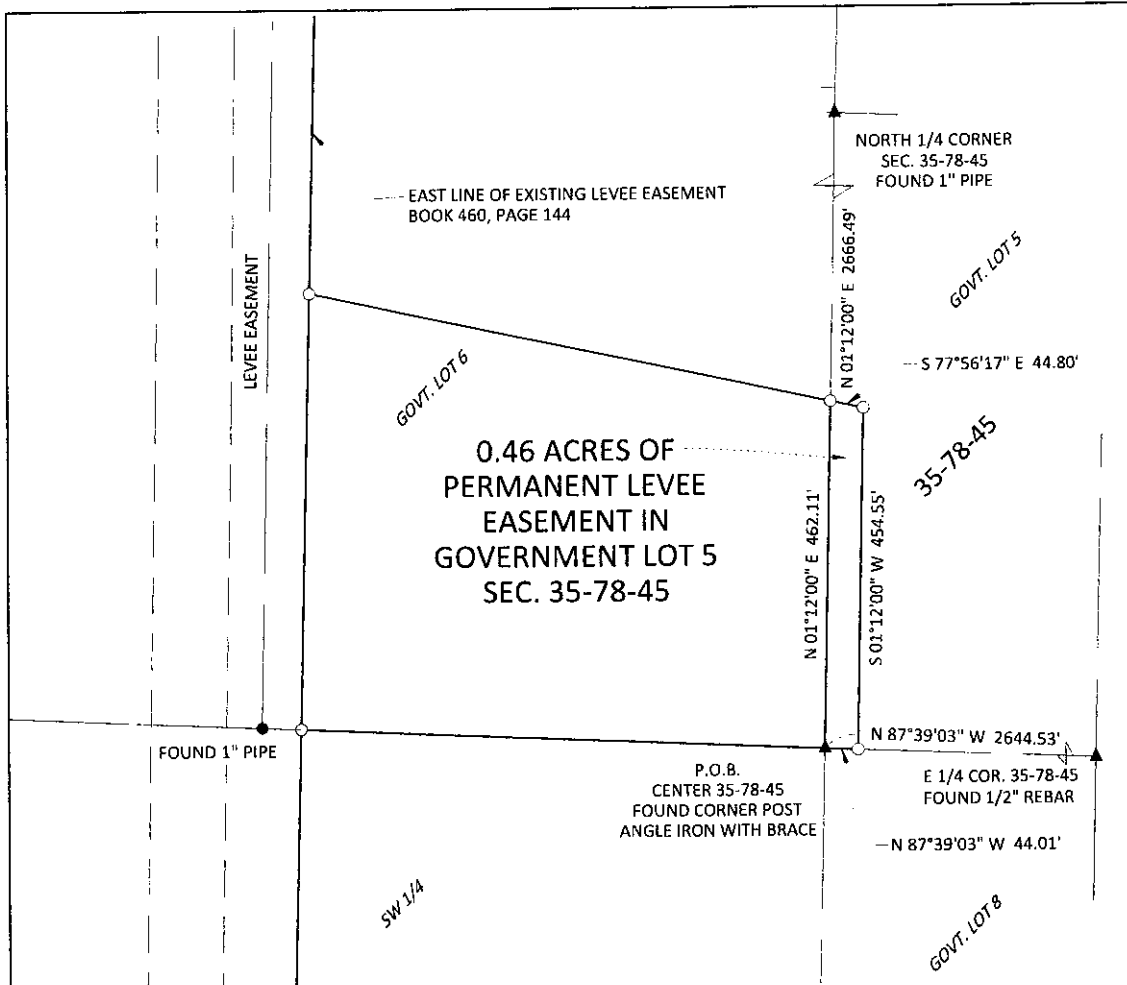


1519 BALTIMORE DRIVE
AMES, IOWA 50010
(515) 233-6100

SHEET
1
OF
1

INDEX LEGEND	
LOCATION	PART OF GOVERNMENT LOT 5, SEC. 35-78N-R45W HARRISON COUNTY, IA
REQUESTOR:	OTTO FAMILY FARMS, LLC
PROPRIETOR:	OTTO FAMILY FARMS, LLC
SURVEYOR:	LUKE D. AHRENS P.L.S. #24413
SURVEYOR COMPANY:	BOLTON & MENK, INC.
RETURN TO:	LUKE D. AHRENS, BOLTON & MENK, INC. 1519 BALTIMORE DRIVE, AMES, IA 50010 (515)-233-6100

FOR RECORDER USE ONLY



LEGAL DESCRIPTION:

A PERMANENT LEVEE EASEMENT LOCATED IN GOVERNMENT LOT 5 IN SECTION 35, TOWNSHIP 78 NORTH, RANGE 45 WEST OF THE 5TH P.M., HARRISON COUNTY, IOWA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

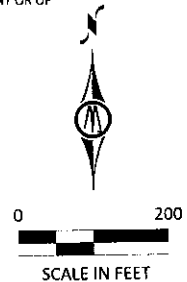
BEGINNING AT THE CENTER CORNER OF SAID SECTION 35; THENCE N01°12'00"E, 462.11 FEET ALONG THE WEST LINE OF SAID GOVERNMENT LOT 5; THENCE S77°56'17"E, 44.80 FEET; THENCE S01°12'00"E, 454.55 FEET TO THE SOUTH LINE OF SAID GOVERNMENT LOT 5; THENCE N87°39'03"W, 44.01 FEET ALONG THE SOUTH LINE THEREOF TO THE POINT OF BEGINNING.

NOTES:

1. BEARINGS SHOWN ARE IOWA STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, U.S. SURVEY FOOT.
2. THIS SURVEY MEETS OR EXCEEDS IOWA CODE 355.
3. THIS SURVEY IS SUBJECT TO EASEMENTS APPARENT OR OF RECORD.
4. DATE OF SURVEY - MARCH 10, 2021

LEGEND:

- FOUND MONUMENT AS NOTED
- SET 1/2" X 24" REBAR WITH PINK PLASTIC CAP #24413 (UNLESS OTHERWISE NOTED)
- ▲ FOUND SECTION CORNER AS NOTED



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I hereby certify that this land surveying document was prepared by me and the related field work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa

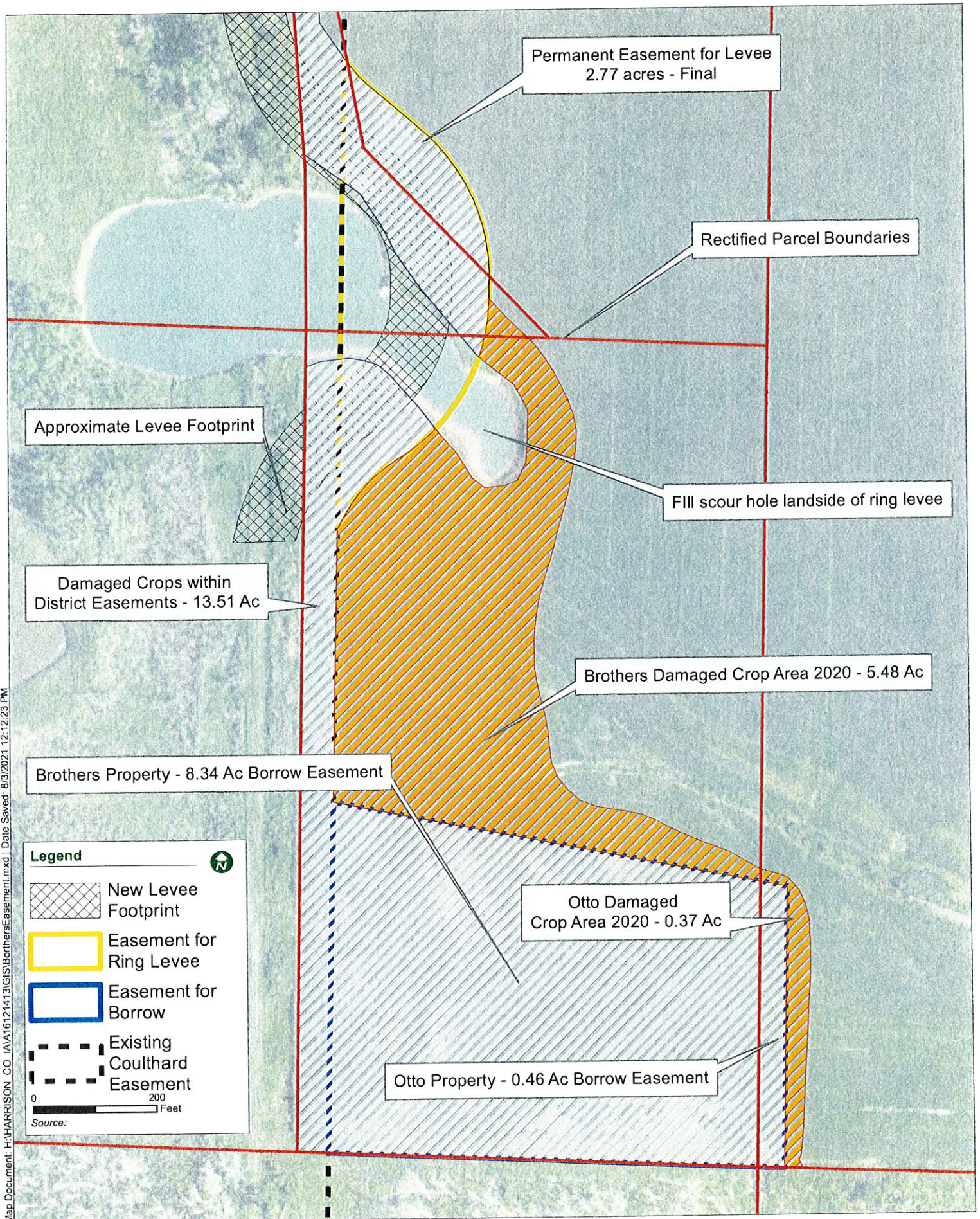
LUKE D. AHRENS P.L.S.
 REG. NO. 24413 DATE: _____
 MY LICENSE RENEWAL DATE IS 12/31/2021
 PAGES OR SHEETS COVERED BY THIS SEAL: _____
 THIS SHEET

PLAT OF PERMANENT LEVEE EASEMENT
 PART OF GOVERNMENT LOT 5, SEC. 35-78N-R45W



1519 BALTIMORE DRIVE
 AMES, IOWA 50010
 (515) 233-6100

SHEET
 1
 OF
 1





United States Department of Agriculture
Natural Resources Conservation Service

FAX COVER SHEET

To:

Fax #: 7126423431

Date: 01/28/21

Re: Don Brothers / Coulthard Estimate **Pages (Including cover):** 1

Per Kelly - Estimated CP9 CRP project rental payment would be \$185 per acre.

Karen Androy

Conservation Assistant
IDALS-DSCWQ

Harrison County SWCD
2710 Hwy 127
Logan, IA 51546
(712) 644-2210
(855) 233-1297 (Fax)

OLSON CONTRACTING, INC.
2575 MONROE AVENUE
LOGAN, IA. 51546
712 216-0113

BOLTON & MENK
% MR. JON ROSENGREN
300 W. MC KINLEY ST.
P.O. BOX 68
JEFFERSON, IA. 50129

9-14-21

THE FOLLOWING BILL IS FOR THE SPRING 2021 RESTORATION WORK ON
COULTHARD PROPERTY:

5/6/21	SCRAPER	\$175 P/HR.	4 HRS.	\$700.00
	EXCAVATOR	\$160 P/HR.	4 1/2 HRS.	720.00
5/7/21	SCRAPER		7 HRS.	1,225.00
	EXC.		8 HRS.	1,280.00
	DOZER	\$160 P/HR.	3 HRS.	480.00
5/8/21	SCRAPER		4 HRS.	700.00
	EXC.		5 HRS.	800.00
	DOZER		1 HR.	160.00
5/13/21	SCRAPER		1 HR.	175.00
	EXC.		8 1/2 HRS.	1,360.00
	DOZER		2 3/4 HRS.	440.00

5/25/21	SCRAPER	10 1/2 HRS.	1,837.50
	EXC.	4 1/2 HRS.	720.00
	DOZER	6 HRS.	960.00

TOTAL BILL			\$15,355.00
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THANK YOU FOR YOUR BUSINESS
TAX ID # 26-0448885

Consent Agenda

August 17, 2021

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 10:00 A.M. All members, except Supervisor Wichman present. Chairman Belt presiding.

PLEDGE OF ALLEGIANCE

1. CONSENT AGENDA

After discussion was held by the Board, a Motion was made by Shea, and second by Grobe to approve:

- A. August 10, 2021, Minutes as read.

UNANIMOUS VOTE. Motion Carried.

2. SCHEDULED SESSIONS

Motion made by Shea, second by Grobe, to expand Veteran’s Affairs Commission to Seven Members to include the addition of two Ex Officio members. UNANIMOUS VOTE. Motion Carried.

Motion made by Schultz, second by Shea, to appoint Brittany Rockwell as a Commissioner on the Veteran Affairs Commission for a term of 3 years, to appoint Brad Powell and David Hazlewood as Ex Officio members of the Veteran Affairs Commission, and to appoint David Hazlewood as Commissioner on the Veteran Affairs Commission upon the completion of Ellen Fritz’s term. UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Schultz, to approve second consideration of **Ordinance No. 2021-04**, an Ordinance to amend the Official Zoning Map of Pottawattamie County, Iowa, by changing the district designation of approximately 73.8 acres from a Class R-1 (Ag-Urban Transitional) to a Class A-2 (Agricultural Production) District; and to adopt **Ordinance No. 2021-04** into law.

Roll Call Vote: **AYES: Belt, Grobe, Schultz, Shea**

Motion made by Shea, second by Schultz, to update to General Assistance Policy Manual for rental assistance maximum payments. UNANIMOUS VOTE. Motion Carried.

Motion made by Shea, second by Grobe, to award contract for Pottawattamie County Roads operation Center Grading Project to Lee Construction, Inc. for the amount of \$265,337.40. UNANIMOUS VOTE. Motion Carried.

Motion made by Schultz, second by Shea, to approve update to the Road Improvement Policy. UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Schultz, to approve and authorize Board to sign **Resolution No. 88-2017**, a Resolution approving the increase in the Depository limit for the Treasurer’s Office for American National Bank from \$160,000,000.00 to \$200,000,000.00. Total Maximum Deposit under this resolution is \$215,900,000.00.

RESOLUTION NO. 88-2021

NAME OF DEPOSITORY	LOCATION	MAXIMUM DEPOSIT UNDER THIS RESOLUTION
<u>COUNTY TREASURER</u>		
Rolling Hills Bank	Walnut	1,900,000.00
Arbor Bank	Oakland	2,500,000.00
Midstates Bank	Council Bluffs	2,000,000.00
Midstates Bank	Avoca	100,000.00
Great Western Bank	Oakland	1,500,000.00
American National Bank	Council Bluffs	200,000,000.00
Treynor State Bank	Treynor	2,500,000.00
US Bank	Council Bluffs	3,000,000.00
<u>COUNTY AUDITOR</u>		
American National Bank	Council Bluffs	500,000.00

COUNTY CONSERVATION

American National Bank Council Bluffs 200,000.00

COUNTY PLANNING

American National Bank Council Bluffs 200,000.00

COUNTY RECORDER

American National Bank Council Bluffs 500,000.00

COUNTY SHERIFF

American National Bank Council Bluffs 1,000,000.00

TOTAL \$215,900,000.00

Passed and Approved this 17th day of August, 2021.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Scott A. Belt, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Tim Wichman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Justin Schultz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn J. Houser, County Auditor

Roll Call Vote: **AYES: Belt, Grobe, Schultz, Shea**

3. OTHER BUSINESS

Motion made by Schultz, second by Shea, to approve and authorize Chairman to sign Bond Counsel Engagement Agreement for General Obligation Local Option Sales Tax Bonds, Series 2021C with Ahlers & Cooney, P.C. UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Schultz, to approve and authorize Board to sign **Resolution No. 84-2021** entitled: RESOLUTION for Transfer from Secondary Roads Fund to Bond Series 2021 A Capital Fund.

RESOLUTION NO. 84-2021

RESOLUTION for Transfer from Secondary Roads Fund to Bond Series 2021 A Capital Fund

WHEREAS, it is desired to transfer money Secondary Roads Fund to Bond Series 2021A Capital Fund; and

WHEREAS, said transfer is in accordance with Section 331.432, Code of Iowa; and

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors as follows:

SECTION 1: The sum of \$38,353.78 is ordered to be transferred from Secondary Roads Fund to Bond Series 2021A Capital Fund, and

SECTION 2: The Auditor is directed to correct his/her book accordingly and to notify the Treasurer of this operating transfer.

Dated this 17th Day of August, 2021.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors as follows:

SECTION 1: The sum of \$5,257.73 is ordered to be transferred from General Fund to Veterans Affairs Donations Fund, and

SECTION 2: The Auditor is directed to correct his/her book accordingly and to notify the Treasurer of this operating transfer.

Dated this 17th Day of August, 2021.

	ROLL CALL VOTE			
	AYE	NAY	ABSTAIN	ABSENT
_____ Scott A. Belt, Chairman	○	○	○	○
_____ Tim Wichman	○	○	○	○
_____ Lynn Grobe	○	○	○	○
_____ Justin Schultz	○	○	○	○
_____ Brian Shea	○	○	○	○

ATTEST: _____
Melvyn Houser, County Auditor

Roll Call Vote: AYES: Belt, Grobe, Schultz, Shea

Motion by Shea, second by Grobe, to approve and authorize Board to sign **Resolution No. 87-2021** entitled: RESOLUTION DECLARING AN OFFICIAL INTENT UNDER TREASURY REGULATION 1.150-2 TO ISSUE DEBT TO REIMBURSE THE COUNTY FOR CERTAIN ORIGINAL EXPENDITURES PAID IN CONNECTION WITH SPECIFIED PROJECTS.

RESOLUTION NO. 87-2021

RESOLUTION DECLARING AN OFFICIAL INTENT UNDER TREASURY REGULATION 1.150-2 TO ISSUE DEBT TO REIMBURSE THE COUNTY FOR CERTAIN ORIGINAL EXPENDITURES PAID IN CONNECTION WITH SPECIFIED PROJECTS

WHEREAS, the County anticipates making cash expenditures for one or more capital improvement projects, generally described below (each of which shall hereinafter be referred to as a "Project"); and

WHEREAS, the County reasonably expects to issue debt to reimburse the costs of a Project; and

WHEREAS, the Board believes it is consistent with the County's budgetary and financial circumstances to issue this declaration of official intent.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA:

Section 1. That this Resolution be and does hereby serve as a declaration of official intent under Treasury Regulation 1.150-2.

Section 2. That it is reasonably expected that capital expenditures will be made in respect of the following Project(s), from time to time and in such amounts as this Board determines to be necessary or desirable under the circumstances then and there existing.

Section 3. That the County reasonably expects to reimburse all or a portion of the following expenditures with the proceeds of bonds, notes or other indebtedness to be issued or incurred by the County in the future.

Section 4. That the total estimated costs of the Project(s), the maximum principal amount of the bonds, notes or other indebtedness to be issued for the foregoing Project(s) and the estimated dates of completion of the Project(s) are reasonably expected to be as follows:

<u>Project</u>	<u>Fund from which original expenditures are to be Advanced</u>	<u>Total Estimated Cost*</u>	<u>Amount of Borrowing Anticipated</u>	<u>Estimated Date of Completion</u>
Pottawattamie County Roads Operations Facility	Secondary Roads 0020	\$ 7,193,537.50	\$ 5,955,000	6/30/2022

Section 5. That the County reasonably expects to reimburse the above-mentioned Project costs not later than the later of eighteen months after the capital expenditures are paid or eighteen months after the property is placed in service, but in no event more than three (3) years after the original expenditure is paid.

Section 6. That this Resolution be maintained by the County Auditor in an Official Intent File maintained in the office of the Auditor and available at all times for public inspection, subject to such revisions as may be necessary.

Passed and Approved this 17th day of August, 2021.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Scott A. Belt, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Tim Wichman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Justin Schultz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn J. Houser, County Auditor

Roll Call Vote: AYES: Belt, Grobe, Schultz, Shea

4. RECEIVED/FILED

A. Salary Actions

- 1) Sheriff – Payroll Status Change for James Harvey, Brandon Ramsey, Jerome Stewart, Dan Temeyer
- 2) Veteran Affairs – Payroll Status Change for Jess Boese

5. ADJOURN

Motion by Grobe, second by Shea, to adjourn meeting.
UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 11:16 A.M.

Scott A. Belt, Chairman

ATTEST: _____
Melvyn Houser, Pottawattamie County Auditor

APPROVED: August 24, 2021
PUBLISH: X



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS	
TAYLOR OIL ENTERPRISES, LIMITED	Taylor Quik Pik	(712) 366-5046	
ADDRESS OF PREMISES	CITY	COUNTY	ZIP
14151 Wabash Ave	Council Bluffs	Pottawattamie	51503
MAILING ADDRESS	CITY	STATE	ZIP
PO Box 548	Blair	Nebraska	68008

Contact Person

NAME	PHONE	EMAIL
Eric Taylor	(402) 426-9505	eric@tqp.co

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM
LE0003354	Class E Liquor License	12 Month

EFFECTIVE DATE	EXPIRATION DATE
Oct 10, 2021	Oct 9, 2022

SUB-PERMITTS/PRIVILEGES

Class C Beer Permit, Class B Wine Permit, Sunday Service



State of Iowa

Alcoholic Beverages Division

Status of Business

BUSINESS TYPE

Privately Held Corporation

Ownership

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Brad Taylor	Blair	Nebraska	68008	President/Owner	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE

[Find Property](#) [Res Sales](#) [Comm/Ind Sales](#)

7443 08 376 002

--- Permanent Property Address ---

TAYLOR OIL COMPANY INC
14151 WABASH AVE
COUNCIL BLUFFS, IA 51503

----- Mailing Address -----

TAYLOR OIL COMPANY INC
14151 WABASH AVE
COUNCIL BLUFFS, IA 51503

District: 049 LEWIS TWP/LEWIS CENTRAL

===== REAL ESTATE TAXES ON TREASURER'S WEBPAGE =====

Go to: <https://www.municipalonlinepayments.com/pottawattamiecoia/tax/search/detail/744308376002>

===== TAX DESCRIPTION* =====

* Not to be used on legal documents

LEWIS TWP 8-74-43 PT SE SW COMM 999.1'N 33'E SW COR TH S70.6' SE190.3' NE119' N152.7' W232.8' TO POB & 25' X 218' STRIP ADJ N

===== ASSESSED VALUE =====

* Class is for Assessment purposes only - Not Zoning

Current Value				
2021	Comm. Land	Improvement	Total	Class
Full Value	\$186,000	\$622,300	\$808,300	C
Exempt	\$0	\$0	\$0	C
Net Total	\$186,000	\$622,300	\$808,300	C

Prior Year Value				
2020	Comm. Land	Improvement	Total	Class
Full Value	\$186,000	\$513,900	\$699,900	C
Exempt	\$0	\$0	\$0	C
Net Total	\$186,000	\$513,900	\$699,900	C

===== EXEMPTIONS/CREDITS APPLIED =====

2020 BPTC

===== OWNERS =====

* Book/Page LINKS TO RECORDER'S WEBPAGE

1 D TAYLOR OIL COMPANY INC book/page: [2019/12463](#) D

===== SALES HISTORY =====

Sale Date	Amount	Code	Book/Page
10/03/2019	1215000	D0	2019/12463
09/03/2013	0	D38	2013/14022
07/23/2013	0	D38	2013/11856
06/11/2013	0	D38	2013/09605
12/27/2006	625000	D000	2007/00286
07/20/2004	450000	D022	0105/01655
12/02/2003	0	D001	0104/19614
01/14/2003	100000	C049	0103/43736
08/13/1990	55000	D049	0091/03923

===== ASSESSMENT DATA =====

PDF: 10 MAP: LEWIS TWP COMM-10

Date Reviewed: 06/25/20 GMS

LAND.....40510 sqFt .93 acres

Commercial Building 1 of 1 -- Store - Convenience (204)

DBA: QUIK PIK

STRUCTURE....1 story 3849 base SF 0 bsmt SF 3849 gross SF

Year Built: 2004 Eff Year: 2004 Condition: Above Normal

VERTICALS....Ext Wall: Vinyl - Frame
 Brick Veneer

Int Wall: Drywall or Equiv.

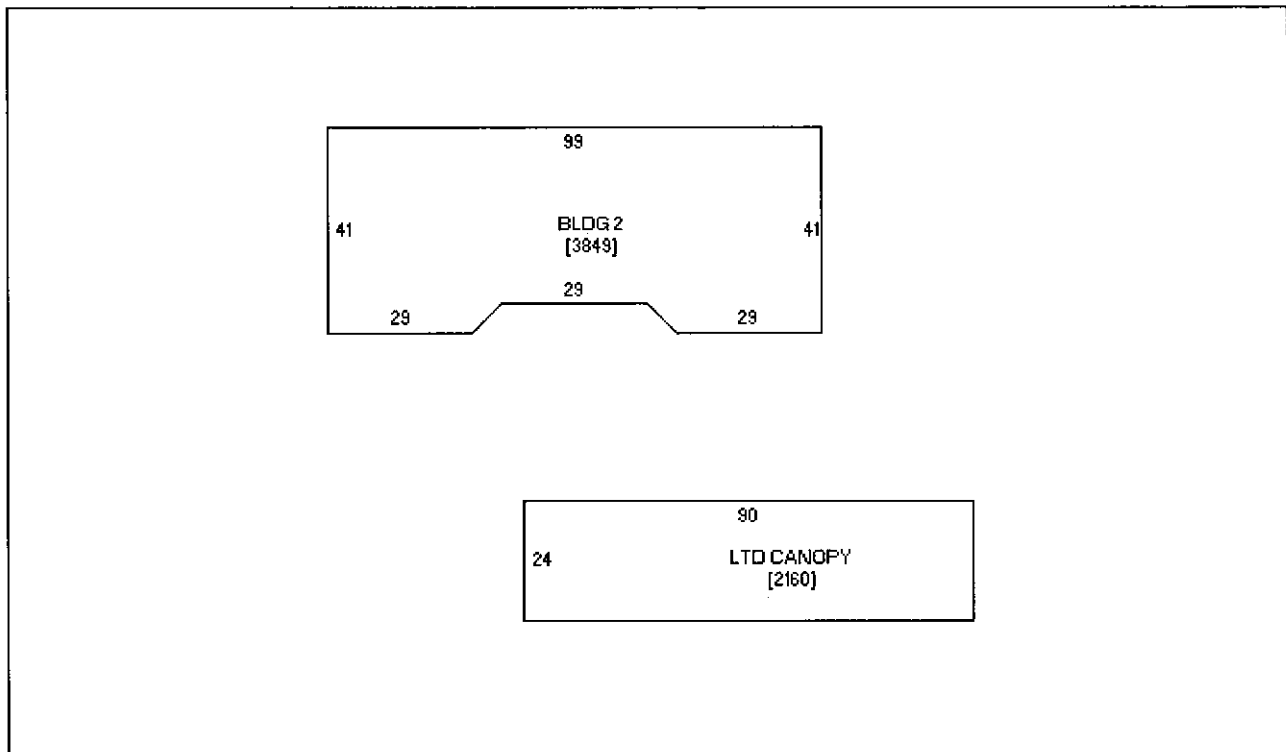
Windows: Comm. Steel Sash

HORIZONTALS..Roof: Rubber Membrane/Wood
 Ceiling: Unfinished
 Drywall
 Struc Floor: Concrete
 Floor Cover: Ceramic
 Partitions: Incl. w / Base
 Framing: Wood - Average
 HVAC: Combination FHA - AC

PLUMBING....Toilet Room (2)
 Stainless Stl Triple Sinks - 6' (1)
 Sink-Kitchen (2)
 Urinal - Wall (1)

BLDG EXTRAS..1 Cold Storage: 147 SF, Freezer, 32 SFSA Door, No Door
 1 Cold Storage: 444 SF, Cooler, 32 SFSA Door, No Door

YARD EXTRAS..Paving 25,500 SF, Concrete Parking
 Tank - Underground Fiberglass-Dbl Wall, 10,000 Gal, 3 Pump Stations
 Canopy - Lighted 2,160 SF, Steel
 Tank - Underground Fbr Multi-Comp Dbl, 12,000 Gal, 5 Pump Stations

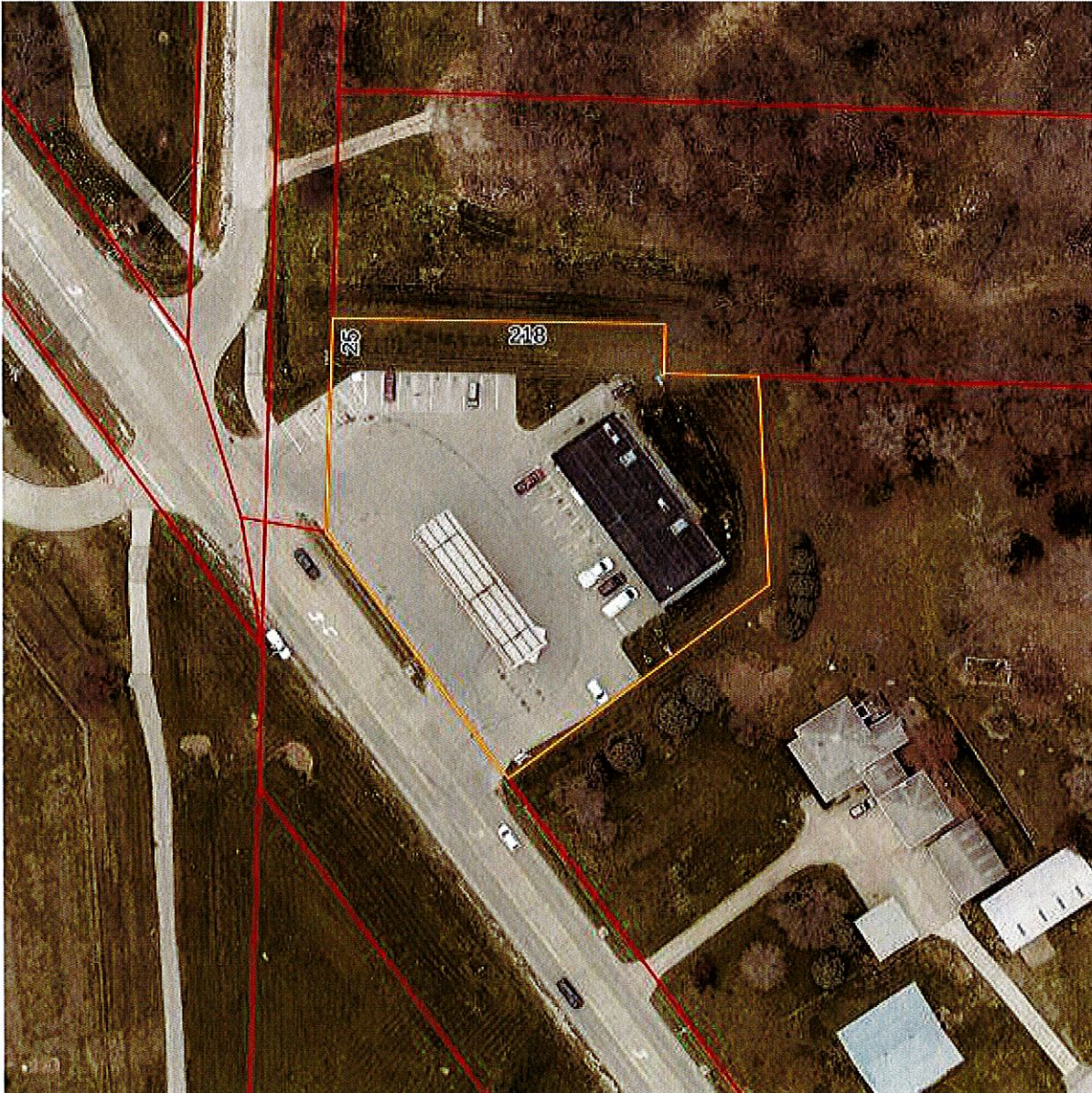


14151 WABASH AVE, TAYLOR OIL COMPANY INC



14151 WABASH AVE, TAYLOR OIL COMPANY INC, 1 06/25/2020

[Zoom Out](#) [Zoom In](#)



600ft x 600ft

Click any parcel to go to its web page
See [more maps](#) at the [County GIS Department](#).

As of:

[Find Property](#) [Res Sales](#) [Comm/Ind Sales](#)

TO: **Lea Voss, County Treasurer**
Andrew Brown, County Sheriff
Matt Wyant, County Planning Director

FROM: Gina Hatcher

Request for County Department Comments

DATE: August 10, 2021

ESTABLISHMENT: **RENEWAL- TAYLOR QUIK PIK**

OWNER: **see attached**

LEGAL DESCRIPTION: See attached property record.

The Auditor has received the attached request for the above class permits/sales/services. Please supply the following information for the Board of Supervisors within five (5) working days. Additional explanation may be given in the form of comments below and/or attachments.

DEPARTMENT	COMMENTS	YES	NO
TREASURER	Free from certified taxes and special assessments		✓
PLANNING	Properly zoned		
	Nuisance violations		
	Septic system violations		
SHERIFF	Complaints received		
	Citations issued at this establishment		
	Owner convicted of a felony within the last 5 years		

COMMENTS

Signature

Lea Voss
new taxes just
put on

TO: Lea Voss, County Treasurer
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PLANNING	Properly zoned		
	Nuisance violations		
	Septic system violations		
SHERIFF	Complaints received		X
	Citations issued at this establishment	X	
	Owner convicted of a felony within the last 5 years		X

COMMENTS

Signature

6/11/2020-

Citation issued to clerk Lynn Vosler for 453A.2(1)
Employee providing tobacco to a minor- 1st offense.

This was part of the Tobacco Compliance check program.

TO: Lea Voss, County Treasurer
Andrew Brown, County Sheriff
Matt Wyant, County Planning Director

FROM: Gina Hatcher

Request for County Department Comments

DATE: August 10, 2021

ESTABLISHMENT: RENEWAL- TAYLOR QUIK PIK

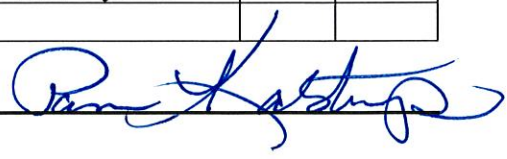
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PLANNING	Properly zoned	✓	
	Nuisance violations		✓
	Septic system violations		✓
SHERIFF	Complaints received		
	Citations issued at this establishment		
	Owner convicted of a felony within the last 5 years		

COMMENTS

Signature 

Scheduled Sessions

**Drew Kamp/ President & CEO, Council
Bluffs Area Chamber of Commerce**

**Discussion and/or decision to approve
and authorize Chairman to sign Contract
for Workforce Development Services
with the Council Bluffs Area Chamber of
Commerce.**

CONTRACT FOR WORKFORCE DEVELOPMENT SERVICES

THIS AGREEMENT, made and entered into the 1st day of September, 2021, by and between **POTTAWATTAMIE COUNTY, IOWA**, an Iowa Municipal Corporation whose mailing address and telephone number is 227 6th Street, Council Bluffs, IA 51501, telephone 712-328-5600, organized and existing pursuant to the laws of the State of Iowa (hereinafter called "County") and the Council Bluffs Area Chamber of Commerce (herein called the Chamber) whose mailing address and telephone number is 149 West Broadway, Council Bluffs, IA 51503, telephone 712-325-1000.

WITNESSETH THAT:

WHEREAS, the County desires to purchase certain services from said organization in lieu of hiring additional permanent staff and expending additional County funds to accomplish these services.

NOW, THEREFORE, the parties hereto have agreed and do agree as follows:

I

PURPOSE AND INTENT

The purpose of this Agreement is to procure for the County and its citizens assistance in developing and promoting workforce development strategies, including the project management of the Home Base Iowa and other applicable initiatives as hereinafter described; to establish the methods, procedures, terms and conditions governing payment by the County for such services; and, to establish other duties, responsibilities, terms and conditions mutually undertaken and agreed to by the parties hereto in consideration of the services to be performed and monies paid.

II

SCOPE OF SERVICES

A. In consideration for the payment of \$50,000 in accordance with Section III, the Chamber shall provide the following services to the County and its citizens. During the term of this agreement the Chamber agrees to:

- 1) Report quarterly to the Pottawattamie County Board of Supervisors on related activities. Reports will include explanations of why specific activities and programs are undertaken and likely beneficiaries. In addition, the Chamber will keep the Supervisors, individually and/or collectively up-to-date on specific efforts and projects as requested.
- 2) Identify key targeted workforce for specific priorities, marketing, and programs;
- 3) Identify workforce education and training objectives and implement programming to successfully integrate said programs throughout the County;
- 4) Construct linkages with the public, private, and nonprofit sectors, including those businesses and companies located in rural/unincorporated Pottawattamie County;
- 5) Design and implement a workforce education and training strategy. Work with school districts, community college, nonprofits, and other educational partners to do so;
- 6) Coordinate and work cooperatively with other workforce initiatives and/or programs supported or funded by the County and Board of Supervisors as appropriate;
- 7) Conduct ongoing monitoring and evaluation of the program and individual initiatives. Create timely programs and offerings to address regional workforce needs, all while working with applicable partner organizations;
- 8) Work with Pottawattamie County Board of Supervisors, Veteran Affairs, and the Veteran Affairs Commission to successfully administer the Home Base Iowa initiative;
- 9) Design marketing materials for workforce programs and actively market said programs in a variety of ways, including, written campaigns, social media, and print media; and
- 10) Be the main entity responsible for performing or coordinating fulfillment of the scope of services. Advocate at the local, state, and federal level for strategic workforce and talent policy priorities, in coordination with the applicable Committees and stakeholders.

**III
METHOD OF PAYMENT**

- A. Payment for services will be made by County according to the following schedule:
 - September 1, 2021 -\$25,000
 - January 1, 2022 -\$25,000
- B. On or before June 30, 2022, the Chamber will provide electronically, itemization of costs incurred. The Chamber will make available all receipts if requested by the County.
- C. The maximum total amount payable by the County under this agreement is \$50,000 as detailed in the SCOPE OF SERVICES (Section II of this contract), and no greater amount shall be paid.

**IV
FINANCIAL ACCOUNTING AND ADMINISTRATION**

- A. All monies disbursed under this Agreement shall be accounted for by the accrual method of accounting.
- B. Monies disbursed to the Chamber by the County will be deposited in an account under the Chamber's name, with a bank located in Pottawattamie County, Iowa. All checks drawn on the said account shall bear a memorandum line on which the drawer shall note the nature of the costs for which the check is drawn in payment, and the program(s) of service.
- C. All costs shall be supported by documentation evidencing in proper detail the nature and propriety of the charges. All checks or other accounting documents pertaining in whole or in part to this Agreement shall be clearly identified as such and readily accessible for examination and audit by the County or its authorized representative without notice and upon request by the County.
- D. All records shall be maintained in accordance with procedures and requirements as established by the Pottawattamie County Auditor, and the Auditor may, prior to any disbursement under this Agreement, conduct a pre-audit of record keeping and financial accounting procedures of the Chamber for the purpose of determining changes and modifications necessary with respect to accounting for funds made available hereunder. All records and documents required by this Agreement shall be maintained for a period of three (3) years following final disbursement by the County.
- E. Unless otherwise required by applicable laws, the Chamber shall allow the County access to books and records for purposes of auditing or reviewing the Chamber's claims, upon request by the County.
- F. The Chamber's failure to provide access pursuant to this section (the entirety of Section IV as contained herein) shall constitute a material breach of the Contract for Workforce Development Services.

**V
DURATION**

- A. This Agreement shall be in full force and effect from and after July 1, 2021, until June 30, 2022.
- B. EXTENSION. If mutually agreeable to County and the Chamber, this Agreement may be extended. Such extension will be documented by written amendment, duly signed and dated by both parties. However, either party may terminate this contract due to non-fulfillment with 30-day's prior written notice.

**VI
REQUIREMENTS**

The Chamber hereby agrees to perform all duties in accordance with all state and federal laws and regulations. The Chamber assures that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this program or activity. Failure to perform duties in accordance with the applicable laws and regulations shall be considered a material breach of this agreement by the Provider.

**VII
ASSIGNMENT**

Neither party to this Agreement may assign, sell or transfer any part thereof to any other firm or entity without first obtaining the written permission of the other party hereto.

**VIII
APPLICABLE STATE LAW AND WAIVER OF FEDERAL REMOVAL**

This Agreement has been negotiated, executed and delivered in the State of Iowa. The parties hereto agree that all questions pertaining to the validity and interpretation of this agreement will be determined in accordance with the laws of the State of Iowa in Pottawattamie County, Iowa. The parties hereby waive removal of any issue hereunder to the federal courts. This Agreement and referenced attachments constitute the entire contract of the parties hereto and supersedes any prior agreement between the parties.

**IX
INDEPENDENT CONTRACTOR**

It is understood that the Chamber is an independent professional contractor and that the Chamber will not in any event be construed as or hold itself out to be an employee or agent of the County. It is further agreed that at no time will the Chamber or the work efforts of the Chamber be under the supervision or control of the County, although the Chamber agrees to comply with all reasonable requests and regulations applicable to any other business invitee of the County. It is also agreed that the Chamber, as an independent contractor, is not restricted to working exclusively for the County during the term of the Agreement.

**X
INSURANCE AND TAXES**

The Chamber is responsible for Workers Compensation, Disability, Unemployment, Automobile Insurance, and any other insurance required by the State of Iowa and will provide certificates of insurance to the County on an annual basis. The Chamber is also responsible for payment of State and Federal taxes, and any other applicable tax. The Chamber is not eligible for any benefits the County may provide for its employees.

**XI
CONFIDENTIALITY**

The Chamber agrees to comply fully with confidentiality in compliance with all laws and regulations regarding protected health information.

IN WITNESS WHEREOF the parties hereto have, by their authorized representatives, set their hand and seal as of the date first above written.

POTTAWATTAMIE COUNTY, IOWA

ATTEST

X

Pottawattamie County Board of Supervisors
Chairperson

X

Pottawattamie County
Auditor

_____ **Date**

_____ **Date**

COUNCIL BLUFFS AREA CHAMBER OF COMMERCE

X

Drew Kamp
President & CEO

_____ **Date**

Council Bluffs Chamber - Workforce Development Budget Calculator

Priority/ Order	Cost Element	Year 1	Year 2	Year 3	Comment
1	Director, Workforce Development	\$ 90,000	\$ 93,600	\$ 97,344	Hired at 75,000 plus benefits
2	Lunch & Learn	\$ 7,200	\$ 7,560	\$ 7,938	Goal of 30 per event at \$20 per person cost. Use "ChamberMaster" to organize and manage logistics
3	GrowCB	\$ 5,000	\$ 5,250	\$ 5,513	Cost of plaques, travel, and promotion.
4	Synchronist Talent Survey	\$ 10,000	\$ 10,300	\$ 10,609	Continue HR / Leader survey of companies (as previously done)
5	General expenses	\$ 20,000	\$ 20,600	\$ 21,218	Marketing, campaign promotion, website maint, association memberships, etc.
6	UNbelievable Workplaces	\$ 15,000	\$ 15,750	\$ 16,538	Use Survey Monkey for unique surveys, marketing, promotion, and celebration event to recognize awarded participants.
7	Work Ready Community	\$ 2,000	\$ 2,100	\$ 2,205	Recruit employers and provide education classes to the employers on how to best use the platform.
8	Professional Development Workshops	\$ 30,000	\$ 31,500	\$ 33,075	We will partner with Business Ethics Alliance to provide a quarterly professional development workshop series with lunch.
9	Workforce Workshops	\$ 10,000	\$ 10,500	\$ 11,025	We will work with community partners to provided continued workforce focused workshops to help with recruitment and retention.
10	CB Career Acceleration	\$ 65,000	\$ 68,250	\$ 71,663	Up to \$1,500 per person up to 10 participants per cohort up to four cohorts per year.
11	YouScience or similar mapping/aligning program	\$ 7,500	\$ 7,875	\$ 8,269	A program that will give students an aptitude test and align them with local business and the path to achieve said career
12	Career Pipeline	\$ -	\$ 60,000	\$ 61,800	Led by IWCC. Paid pipeline coordinator. Recruit job seekers to the program collab w HR agencies (NCRC, job ready, prep, hire)
13	Mentor Program	\$ -	\$ 20,000	\$ 20,600	Marketing / recruiting / managing volunteers.
TOTAL		\$ 261,700	\$ 353,285	\$ 367,795	

Revenue Item	Year 1	Year 2	Year 3	Comment
Iowa West Foundation Grant	\$130,000	\$100,000	\$75,000	We are applying for \$130,000 in August from IWF. We will plan to apply for \$100,000 the following August and \$75,000 the next August as we phase down our grant amount
City Appropriation	\$50,000	\$50,000	\$50,000	Annual contribution per fiscal year
County Appropriation	\$50,000	\$50,000	\$50,000	Annual contribution per fiscal year
Private Sponsorship Dollars	\$36,250	\$36,250	\$36,250	\$36,250 is FY2022 TRC budgeted number for workforce. Same number going forward in Year 2 and 3
New and Emerging Leaders Event Revenue	\$7,200	\$7,200	\$7,200	Two sessions in Year 1 Year 2 and 3
Next Level Leadership	\$4,500	\$9,000	\$9,000	One session in Year 1 and two in Year 2 and 4
Unbelievable Workplaces CB	\$500	\$500	\$500	\$500 in Year 1. TBD in Year 2 and 3. Use \$500 as placeholder to build from.
CBCC Contribution	\$52,340	\$70,597	\$73,497.20	20% of total budgeted each year
CB Growth Alliance	\$0	\$50,000	\$100,000.00	Effort being made to bring economic development back under CBCC. Once done, restart the Growth Alliance in second half 2022 or 2023
TOTAL	\$330,790	\$373,547	\$401,447	

Pottawattamie County Funding Request

Request Date August 4, 2021

Board Meeting Date July 20, 2021

Organization Name: Council Bluffs Area Chamber of Commerce

Are you a nonprofit organization (If yes, what type 501c3, I.E.)? Yes 501c6 /No

Are you a registered not-for-profit? Yes 501c6 No

Organization Mailing Address: 149 West Broadway

Program or Project Name: Council Bluffs Chamber Workforce Program

Contact Person: Drew Kamp

Title: President & CEO

Telephone: 712-325-1000 E-Mail: drew@councilbluffsiova.com

Dollar Amount Requested: \$50,000 County Fiscal Year FY2022

Total Program/Project Cost: \$261,700

Will County funding be leveraged with matching funds from another source? Yes No

Summary of Funding Request and Project Goals and Objectives:

These funds will allow the CB Chamber to expand our Workforce Development Program offerings throughout the county. We have a wide array of workforce development offerings, which are all available on our website at: <https://www.councilbluffsiova.com/>. We are working with area nonprofits, public sector, and private sector partners to ensure we are working with all three sectors in the best manner possible and diversify our funding streams. Our programs and offerings change fairly regularly and we look forward to updating the Board to this end.

Describe the Public Purpose(s) and specifically identify the Economic Development that will be served by the funding:

Workforce is the number one need of our members and employers. We have grown our Workforce Program in short order to address key needs of area employers and continue to adapt to their needs on a regular basis. The programs and offerings we have developed are assisting broad cross sections of the community and are engaging the public, private, and nonprofit sectors. We are having a significant impact on talent needs in the area and will only continue to have a larger impact as our funding and scale of services grow with community needs and partnerships/collaborations. With regards to economic development, workforce and economic development go hand in hand and you cannot have one without the other.

Provide an Itemized Program/Project Budget Showing How the Funds will be expended:

Please see attached.

Attach additional pages if needed to fully answer any of the questions on this application

ASSURANCES FOR POTTAWATTAMIE COUNTY FUNDING

This signed page must accompany your funding request

The applicant hereby agrees and acknowledges that:

- 1) If awarded funds, the applicant will conduct operations in accordance with Title VI and the Civil Rights Act of 1964, as amended, and the Rehabilitation Act of 1973, as amended, which prohibits discrimination against any employee, applicant for employment, or any person participating in a sponsored program on the basis of race, creed, color, national origin, religion, sex, age, sexual orientation, or physical or mental disability, and require compensation for employment at no less than the minimum wage requirements and will provide safe and sanitary working conditions;
- 2) The applicant will expend funds received from Pottawattamie County solely for public purposes on the program or project described in the funding request;
- 3) All unexpended funds received pursuant to this request shall be returned to Pottawattamie County;
- 4) This funding request and assurances document has been approved by the legally authorized governing body of the applicant, if applicable;
- 5) The facts, figures, and information contained in this funding request, including all attachments, are true and correct;
- 6) Failure to comply with the rules of this program and this assurances agreement will result in the penalty of funding forfeiture and funds received during the applicable fiscal year shall be returned to Pottawattamie County;
- 7) At any time, the Board of Supervisors may require a representative from your organization to attend a public meeting to report progress toward completion of your program or project; and
- 8) Applicant will, upon request by Pottawattamie County, provide an accounting of all expenditures of Pottawattamie County funds and further provide any other documentation deemed necessary by Pottawattamie County to provide oversight for the funds. Failure to timely comply with requests from the County under this paragraph will result in suspension of funding.
- 9) Applicant acknowledges that other stipulations and conditions may be required by the Board of Supervisors before funding is awarded.

Council Bluffs Area Chamber of Commerce

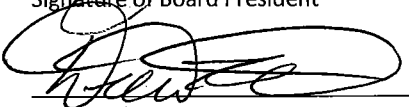
Name of Organization



Signature of Board President

8-4-2021

Date



Signature of Executive Director (if applicable)

8-4-2021

Date

Don Gross and/or Ryan Ossell/MAPA

Discussion and/or decision to approve and authorize Board to sign Resolution No. 96-2021 entitled: RESOLUTION SUPPORTING A COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY APPLICATION FOR PROPERTY BUYOUTS; and to authorize chairman to sign Federal Assurances Signature Page and HUD Form No. 2880 – Applicant/Recipient Disclosure/Update Report.

RESOLUTION NO. 96-2021

RESOLUTION SUPPORTING A COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY APPLICATION FOR PROPERTY BUYOUTS.

WHEREAS, Pottawattamie County (County) sustained flood damage in March 2019 and was declared a disaster area by Presidential Declaration DR-4421-01 dated March 12, 2019; and

WHEREAS, as a result of the flood damage, the State of Iowa was awarded \$96,741,000 in Community Development Block Grant – Disaster Recovery (CDBG-DR) by the U.S. Department of Housing and Urban Development (HUD) for flood recovery, including Mills County; and

WHEREAS, the Iowa Economic Development Agency (IEDA) prepared an Action Plan for Disaster Recovery outlining the use of CDBG-DR funding; and

WHEREAS, the buyout of flood damaged properties is one of four eligible activities for the use of CDBG-DR funds; and

WHEREAS, County is proposing the acquisition and demolition of 8 properties using Hazard Mitigation Grant Program and Iowa Flood Recovery Fund; and

WHEREAS, the County is eligible entity to received CDBG-DR funds; and

WHEREAS, after consideration and review, the Pottawattamie County Board of Supervisors finds that an application to IDEA would be in the best interest of the County.

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors hereby supports the CDBG-DR application to IEDA; and

BE IT FURTHER RESOLVED, that the Board of Supervisors authorizes the Metropolitan Area Planning Agency to submit an application to IEDA on behalf of the County.

Dated this 24th Day of August, 2021.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Scott A. Belt, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Tim Wichman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Justin Schultz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn Houser, County Auditor

FEDERAL ASSURANCES SIGNATURE PAGE

I, Scott Belt, (applicant official) hereby certify that in carrying out the activities funded under the CDBG Program, the City/County of Pottawattamie:

- A. will minimize displacement of persons as a result of such activities;
- B. will conduct and administer the program in conformity with Public Law 88-352 (Title VI of the Civil Rights Act of 1964), and Public Law 90-284 (Title VIII of the Civil Rights Act of 19687) and will affirmatively further fair housing);
- C. will provide for opportunities for citizen participation, hearings, and access to information with respect to our community development program comparable to the requirements found under sections 104(a)(2) and 104(a)(3) of Title I of the Housing and Community Development Act of 1975 as amended through 1987; and
- D. will not attempt to recover any capital costs of public improvements assisted in whole or part under the CDBG Program by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless (i) funds received under the CDBG Program are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under Public Law 93-383, as amended, or (ii) for purposes of assessing any amount against properties owned and occupied by persons of low and moderate income who are not of very low income, the city/county has certified to the State that it lacks sufficient funds received under the CDBG Program to comply with the requirements of clause (i) above.

I also certify that to the best of my knowledge and belief, data in the application is true and correct, including commitment of local resources; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all applicable federal and state requirements, including the following, if assistance is approved:

- A. Civil Rights Acts;
- B. Housing and Community Development Acts of 1974, as amended;
- C. Age Discrimination Act of 1975;
- D. Section 504 of the Rehabilitation Act of 1973;
- E. Davis-Bacon Act, as amended, where applicable under Section 110 of the Housing and Community Development Act of 1974, as amended; Contract Work Hours and Safety Standards Act; the Copeland Anti-kickback Act; the Department of Defense Reauthorization Act of 1986 and the Fair Labor Standards Act.
- F. National Environmental Policy Act of 1969 and 24 CFR 58 (Environmental Review).
- G. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended;
- H. State of Iowa Citizen Participation Plan;
- I. Lead-based Paint Poisoning Prevention Act;
- J. Residential Anti-displacement and Relocation Assistance Plan;
- K. Government-wide Restriction on Lobbying and the Hatch Act; and
- L. Prohibition on the Use of Excessive Force.

Scott Belt

Typed Name of Applicant Official

Signature

Date

Melvyn Houser

Typed Name of Person Attesting

Signature

Date

Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing and Urban Development

OMB Approval No. 2501-0032 (exp. 01/31/2020)

Instructions. (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

Applicant/Recipient Information

Indicate whether this is an Initial Report or an Update Report

1. Applicant/Recipient Name, Address, and Phone (include area code):	2. Social Security Number or Employer ID Number:
3. HUD Program Name	4. Amount of HUD Assistance Requested/Received
5. State the name and location (street address, City and State) of the project or activity:	

Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3). <input type="checkbox"/> Yes <input type="checkbox"/> No	2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9 <input type="checkbox"/> Yes <input type="checkbox"/> No.
---	--

If you answered "No" to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form. **However,** you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name and Address	Type of Assistance	Amount Requested/Provided	Expected Uses of the Funds

(Note: Use Additional pages if necessary.)

Part III Interested Parties. You must disclose:

- All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
- any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation in Project/Activity	Financial Interest in Project/Activity (\$ and %)

(Note: Use Additional pages if necessary.)

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that this information is true and complete.

Signature: X	Date: (mm/dd/yyyy)
---------------------	--------------------

Public reporting burden for this collection of information is estimated to average 2.0 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

Privacy Act Statement. Except for Social Security Numbers (SSNs) and Employer Identification Numbers (EINs), the Department of Housing and Urban Development (HUD) is authorized to collect all the information required by this form under section 102 of the Department of Housing and Urban Development Reform Act of 1989, 42 U.S.C. 3531. Disclosure of SSNs and EINs is voluntary. HUD is authorized to collect this information under the Housing and Community Development Act of 1987 42 U.S.C.3543 (a). The SSN or EIN is used as a unique identifier. The information you provide will enable HUD to carry out its responsibilities under Sections 102(b), (c), and (d) of the Department of Housing and Urban Development Reform Act of 1989, Pub. L. 101-235, approved December 15, 1989. These provisions will help ensure greater accountability and integrity in the provision of certain types of assistance administered by HUD. They will also help ensure that HUD assistance for a specific housing project under Section 102(d) is not more than is necessary to make the project feasible after taking account of other government assistance. HUD will make available to the public all applicant disclosure reports for five years in the case of applications for competitive assistance, and for generally three years in the case of other applications. Update reports will be made available along with the disclosure reports, but in no case for a period generally less than three years. All reports, both initial reports and update reports, will be made available in accordance with the Freedom of Information Act (5 U.S.C. §552) and HUD's implementing regulations at 24 CFR Part 15. HUD will use the information in evaluating individual assistance applications and in performing internal administrative analyses to assist in the management of specific HUD programs. The information will also be used in making the determination under Section 102(d) whether HUD assistance for a specific housing project is more than is necessary to make the project feasible after taking account of other government assistance. You must provide all the required information. Failure to provide any required information may delay the processing of your application, and may result in sanctions and penalties, including imposition of the administrative and civil money penalties specified under 24 CFR §4.38.

Note: This form only covers assistance made available by the Department. States and units of general local government that carry out responsibilities under Sections 102(b) and (c) of the Reform Act must develop their own procedures for complying with the Act.

Instructions

Overview.

A. Coverage. You must complete this report if:

- (1) You are applying for assistance from HUD for a specific project or activity **and** you have received, or expect to receive, assistance from HUD in excess of \$200,000 during the during the fiscal year;
- (2) You are updating a prior report as discussed below; or
- (3) You are submitting an application for assistance to an entity other than HUD, a State or local government if the application is required by statute or regulation to be submitted to HUD for approval or for any other purpose.

B. Update reports (filed by "Recipients" of HUD Assistance):

General. All recipients of covered assistance must submit update reports to the Department to reflect substantial changes to the initial applicant disclosure reports.

Line-by-Line Instructions.

Applicant/Recipient Information.

All applicants for HUD competitive assistance, must complete the information required in blocks 1-5 of form HUD-2880:

1. Enter the full name, address, city, State, zip code, and telephone number (including area code) of the applicant/recipient. Where the applicant/recipient is an individual, the last name, first name, and middle initial must be entered.
2. Entry of the applicant/recipient's SSN or EIN, as appropriate, is optional.
3. Applicants enter the HUD program name under which the assistance is being requested.
4. Applicants enter the amount of HUD assistance that is being requested. Recipients enter the amount of HUD assistance that has been provided and to which the update report relates. The amounts are those stated in the application or award documentation. NOTE: In the case of assistance that is provided pursuant to contract over a period of time (such as project-based assistance under section 8 of the United States Housing Act of 1937), the amount of assistance to be reported includes all amounts that are to be provided over the term of the contract, irrespective of when they are to be received.
5. Applicants enter the name and full address of the project or activity for which the HUD assistance is sought. Recipients enter the name and full address of the HUD-assisted project or activity to which the update report relates. The most appropriate government identifying number must be used (e.g., RFP No.; IFB No.; grant announcement No.; or contract, grant, or loan No.) Include prefixes.

Part I. Threshold Determinations - Applicants Only

Part I contains information to help the applicant determine whether the remainder of the form must be completed. **Recipients filing Update Reports should not complete this Part.**

If the answer to **either** questions 1 or 2 is No, the applicant need not complete Parts II and III of the report, but must sign the certification at the end of the form.

Part II. Other Government Assistance and Expected Sources and Uses of Funds.

A. Other Government Assistance. This Part is to be completed by both applicants and recipients for assistance and recipients filing update reports. Applicants and recipients must report any other government assistance involved in the project or activity for which assistance is sought. Applicants and recipients must report any other government assistance involved in the project or activity. Other government assistance is defined in note 4 on the last page. For purposes of this definition, other government assistance is expected to be made available if, based on an assessment of all the circumstances involved, there are reasonable grounds to anticipate that the assistance will be forthcoming.

Both applicant and recipient disclosures must include all other government assistance involved with the HUD assistance, as well as any other government assistance that was made available before the request, but that has continuing vitality at the time of the request. Examples of this latter category include tax credits that provide for a number of years of tax benefits, and grant assistance that continues to benefit the project at the time of the assistance request.

The following information must be provided:

1. Enter the name and address, city, State, and zip code of the government agency making the assistance available.
2. State the type of other government assistance (e.g., loan, grant, loan insurance).
3. Enter the dollar amount of the other government assistance that is, or is expected to be, made available with respect to the project or activities for which the HUD assistance is sought (applicants) or has been provided (recipients).
4. Uses of funds. Each reportable use of funds must clearly identify the purpose to which they are to be put. Reasonable aggregations may be used, such as "total structure" to include a number of structural costs, such as roof, elevators, exterior masonry, etc.

B. Non-Government Assistance. Note that the applicant and recipient disclosure report must specify all expected sources and uses of funds - both from HUD **and any other source** - that have been or are to be, made available for the project or activity. Non-government sources of

funds typically include (but are not limited to) foundations and private contributors.

Part III. Interested Parties.

This Part is to be completed by both applicants and recipients filing update reports. Applicants must provide information on:

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Note: A financial interest means any financial involvement in the project or activity, including (but not limited to) situations in which an individual or entity has an equity interest in the project or activity, shares in any profit on resale or any distribution of surplus cash or other assets of the project or activity, or receives compensation for any goods or services provided in connection with the project or activity. Residency of an individual in housing for which assistance is being sought is not, by itself, considered a covered financial interest.

The information required below must be provided.

1. Enter the full names and addresses. If the person is an entity, the listing must include the full name and address of the entity as well as the CEO. Please list all names alphabetically.
2. Entry of the Social Security Number (SSN) or Employee Identification Number (EIN), as appropriate, for each person listed is optional.
3. Enter the type of participation in the project or activity for each person listed: i.e., the person's specific role in the project (e.g., contractor, consultant, planner, investor).
4. Enter the financial interest in the project or activity for each person listed. The interest must be expressed both as a dollar amount and as a percentage of the amount of the HUD assistance involved.

Note that if any of the source/use information required by this report has been provided elsewhere in this application package, the applicant need

not repeat the information, but need only refer to the form and location to incorporate it into this report. (It is likely that some of the information required by this report has been provided on SF 424A, and on various budget forms accompanying the application.) If this report requires information beyond that provided elsewhere in the application package, the applicant must include in this report all the additional information required.

Recipients must submit an update report for any change in previously disclosed sources and uses of funds as provided in Section I.D.5., above.

Notes:

1. All citations are to 24 CFR Part 4, which was published in the Federal Register. [April 1, 1996, at 63 Fed. Reg. 14448.]
2. Assistance means any contract, grant, loan, cooperative agreement, or other form of assistance, including the insurance or guarantee of a loan or mortgage, that is provided with respect to a specific project or activity under a program administered by the Department. The term does not include contracts, such as procurements contracts, that are subject to the Fed. Acquisition Regulation (FAR) (48 CFR Chapter 1).
3. See 24 CFR §4.9 for detailed guidance on how the threshold is calculated.
4. "Other government assistance" is defined to include any loan, grant, guarantee, insurance, payment, rebate, subsidy, credit, tax benefit, or any other form of direct or indirect assistance from the Federal government (other than that requested from HUD in the application), a State, or a unit of general local government, or any agency or instrumentality thereof, that is, or is expected to be made, available with respect to the project or activities for which the assistance is sought.
5. For the purpose of this form and 24 CFR Part 4, "person" means an individual (including a consultant, lobbyist, or lawyer); corporation; company; association; authority; firm; partnership; society; State, unit of general local government, or other government entity, or agency thereof (including a public housing agency); Indian tribe; and any other organization or group of people.

Other Business

David Bayer/CIO

**Discussion and/or decision to approve
new Cyber Security Analyst I job
description and to allow IT to pursue
filling the role.**

Pottawattamie County, Iowa

Class Description

Title: Cybersecurity Analyst I
Department: Information Technology
Division: N/A

FLSA Status: Exempt
Job Code:
Updated: 8/10/2021

General Definition of Work

Perform monitoring, vulnerability management, threat and incident management, and security awareness training. Monitors the security of County networks, systems and databases to be sure they are operating without incident, taking action as needed to remediate and mitigate issues. Keeps County data secure. Build security policies and implement them Countywide.

Essential Functions

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Monitor the organization's computer networks and systems to identify any violations and security breaches that need to be resolved.

Monitor and Respond to alerts sent by various network security systems or security operation centers

Review database security and utilize Extranet Access Management to validate port access

Assist in selecting network security solutions

Manage User Access Controls for County owned and/or managed systems and software

Carry out regular tests to simulate attacks to identify areas of vulnerability and ways in which its systems might be exploited by hackers and viruses

Develop processes and regulations to ensure County systems stay as safe as possible, in addition to developing security standards for all employees to adhere to. This involves researching the latest information technology security trends and software to help prevent any issues

Prepare and create regular reports to document any process implementation, improvements made, and security breaches that caused damage to the County

Investigate, document, and report security breaches and other cybersecurity incidents and assess the damage they caused

Follows all documented IT policies and procedures

Keeps IT spaces clutter-free

Performs other duties as assigned

Minimum Qualifications

Bachelor's degree with coursework in Cybersecurity or Information Technology or related field. Minimum four (4) years performing cybersecurity tasks. Experience with computer network penetration testing and techniques, understanding of firewalls, proxies, SIEM, antivirus, and IDPS concepts. Ability to identify and mitigate network vulnerabilities and explain how to avoid them. Understanding of patch management with the ability to deploy patches in a timely manner while understanding business impact.

Pottawattamie County, Iowa

Class Description

Special Qualifications

Possession of Security+ or equivalent upon hire.

CySA+ or PenTest+ or equivalent certifications within six (6) months of hire date.

Obtain National Crime Information Center certification within 6 months of hire.

Valid driver's license.

Job Specifications

Thorough knowledge of securing networks, systems and databases; thorough knowledge in virus and spyware protection tools; thorough knowledge of department regulations, policies and procedures; skill in the use of personal computers, associated software packages, hardware, and peripheral equipment; skill in project management, customer service, and relationship building; ability to remain current with cybersecurity and technology trends, and common security flaws and breaches; ability to complete work in a timely fashion; ability to communicate effectively orally and in writing; ability to analyze situations and in reaching decisions quickly; ability to plan, organize, direct, and evaluate the work of subordinate employees; ability to relay cybersecurity concepts and measures to both technical and non-technical staff; ability to handle confidential information according to established procedure; ability to perform and organize work independently and in a team; ability to multitask; ability to use strong interpersonal and customer service skills using tact, patience and courtesy; ability to establish and maintain effective working relationships with Board of Supervisors, consultants, contractors, employees, executive and senior leadership, vendors, and the general public.

Working Conditions

This work is sedentary and requires little to no exertion of force; work regularly requires using hands to finger, handle or feel and repetitive motions, frequently requires sitting and speaking or hearing and occasionally requires standing, walking, climbing or balancing, stooping, kneeling, crouching or crawling, reaching with hands and arms and pushing or pulling; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, operating machines and operating motor vehicles or equipment; work occasionally requires working in high, precarious places, exposure to fumes or airborne particles, exposure to outdoor weather conditions and exposure to the risk of electrical shock; work is generally in a moderately noisy location (e.g. business office, light traffic).

Andrew Moats

From: David Bayer
Sent: Friday, August 13, 2021 4:29 PM
To: Andrew Moats
Subject: RE: Agenda Item

Grade 530: \$35.42 - \$45.34 (\$73,673 - \$94,307).

Thanks

From: Andrew Moats <Andrew.Moats@pottcounty-ia.gov>
Sent: Friday, August 13, 2021 4:28 PM
To: David Bayer <david.bayer@pottcounty-ia.gov>
Subject: RE: Agenda Item

Thanks, I will get this added to the 24th. I'm sure the Board would appreciate pay details if you have them.

From: David Bayer
Sent: Friday, August 13, 2021 4:14 PM
To: Andrew Moats <Andrew.Moats@pottcounty-ia.gov>
Cc: Jana Lemrick <Jana.Lemrick@pottcounty-ia.gov>
Subject: Agenda Item

Andrew, would you add this to the next agenda – I assume it's the 24th.

Discussion and/or Decision to approve new Cyber Security Analyst I job description and to allow IT to pursue filling the role.

If you need pay details, please let me know. Thanks

David Bayer

CIO | Pottawattamie County, IA
712.328.4882 | 712.828.1567 cell

**Discussion and/or decision on use of
Courthouse Hearing Rooms.**

Discussion and/or decision to approve and authorize Board to sign **Resolution No. 89-2021 entitled: RESOLUTION DIRECTING THE ADVERTISEMENT FOR SALE OF \$5,955,000 (DOLLAR AMOUNT SUBJECT TO CHANGE) GENERAL OBLIGATION LOCAL OPTION SALES AND SERVICE TAX BONDS, SERIES 2021C, AND APPROVING ELECTRONIC BIDDING PROCEDURES AND OFFICIAL STATEMENT.**

RESOLUTION NO. 89-2021

RESOLUTION DIRECTING THE ADVERTISEMENT FOR SALE OF \$5,955,000 (DOLLAR AMOUNT SUBJECT TO CHANGE) GENERAL OBLIGATION LOCAL OPTION SALES AND SERVICE TAX BONDS, SERIES 2021C, AND APPROVING ELECTRONIC BIDDING PROCEDURES AND OFFICIAL STATEMENT

WHEREAS, the County is in need of funds to pay costs of acquisition of land and construction and equipping of county shops to service secondary roads, general county purpose(s), and it is deemed necessary and advisable that General Obligation Local Option Sales and Services Tax Bonds, to the amount of not to exceed \$8,000,000 be authorized for said purpose(s); and

WHEREAS, pursuant to notice published as required by Section 423B.9(4) of the Code of Iowa, the Board of the County has held a public meeting and hearing upon the proposal to institute proceedings for the issuance of Bonds, and no petitions for referendum having been received, the Board is therefore now authorized to proceed with the issuance of said Bonds for such purposes; and

WHEREAS, in conjunction with its Municipal Advisor, Speer Financial, Inc., the County has caused an Official Statement to be prepared outlining the details of the proposed sale of the Bonds; and

WHEREAS, the Board has received information from its Municipal Advisor evaluating and recommending the procedure hereinafter described for electronic, facsimile and internet bidding to maintain the integrity and security of the competitive bidding process and to facilitate the delivery of bids by interested parties; and

WHEREAS, the Board deems it in the best interests of the County and the residents thereof to receive bids to purchase such Bonds by means of both sealed and electronic internet communication.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, STATE OF IOWA:

Section 1. That the receipt of electronic bids by facsimile machine and through the SpeerAuction Competitive Bidding System described in the Notice of Sale and Official Statement are hereby found and determined to provide reasonable security and to maintain the integrity of the competitive bidding process, and to facilitate the delivery of bids by interested parties in connection with the offering at public sale.

Section 2. That General Obligation Local Option Sales and Service Tax Bonds, Series 2021C, of Pottawattamie County, State of Iowa, in the amount of \$5,955,000 (Dollar Amount Subject to Change), to be issued as referred to in the preamble of this Resolution, to be dated October 12, 2021, be offered for sale pursuant to the published advertisement.

Section 3. That the preliminary Official Statement in the form presented to this meeting be and the same hereby is approved as to form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission, subject to such revisions, corrections or modifications as the Chairperson and County Auditor, upon the advice of bond counsel, and the County's Municipal Advisor, shall determine to be appropriate, and is authorized to be distributed in connection with the offering of the Bonds for sale.

Section 4. That the Auditor is hereby directed to publish notice of sale of the Bonds at least once, the last one of which shall be not less than four clear days nor more than twenty days before the date of the sale. Publication shall be made in the "Daily Nonpareil", a legal newspaper, printed wholly in the English language, published within the county in which the Bonds are to be offered for sale or an adjacent county. The notice is given pursuant to Chapter 75 of the Code of Iowa, and shall state that this Board, on the 14th day of September, 2021, at 1:00 P.M., will hold a meeting to receive and act upon bids for said Bonds, which bids were previously received and opened by County Officials at 10:30 A.M. on said date. The notice shall be in substantially the following form:

(To be published between August 25, 2021 and September 10, 2021, inclusive)

NOTICE OF BOND SALE

Time and Place of Sealed Bids: Bids for the sale of Bonds of Pottawattamie County, State of Iowa, hereafter described, must be received at the office of the County Treasurer, Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa (the "Issuer") before 10:30 A.M., on the 14th day of September, 2021. The bids will then be publicly opened and referred for action to the meeting of the Board of Supervisors in conformity with the TERMS OF OFFERING.

The Bonds: The Bonds to be offered are the following:

GENERAL OBLIGATION LOCAL OPTION SALES AND
SERVICE TAX BONDS, SERIES 2021C, in the amount of
\$5,955,000*, to be dated October 12, 2021 (the "Bonds")

*Subject to principal adjustment pursuant to official Terms of Offering.

Manner of Bidding: Open bids will not be received. Bids will be received in any of the following methods:

- Sealed Bidding: Sealed bids may be submitted and will be received at the office of the County Treasurer at 227 South 6th Street, Council Bluffs, Iowa.
- Electronic Internet Bidding: Electronic internet bids will be received at the office of the County Treasurer at 227 South 6th Street, Council Bluffs, Iowa. The bids must be submitted through the SPEERAUCTION competitive bidding system.
- Electronic Facsimile Bidding: Electronic facsimile bids will be received at the office of the County's Municipal Advisor, Speer Financial, Inc., Waterloo, Iowa (facsimile number: (319) 291-8628). Electronic facsimile bids will be treated as sealed bids.

Consideration of Bids: After the time for receipt of bids has passed, the close of sealed bids will be announced. Sealed bids will then be publicly opened and announced. Finally, electronic internet bids will be accessed and announced.

Sale and Award: The sale and award of the Bonds will be held at the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa at a meeting of the Board of Supervisors on the above date at 1:00 P.M.

Official Statement: The Issuer has issued an Official Statement of information pertaining to the Bonds to be offered, including a statement of the Terms of Offering and an Official Bid Form, which is incorporated by reference as a part of this notice. The Official Statement may be obtained by request addressed to the County Auditor, Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa or the Issuer's Municipal Advisor, Speer Financial, Inc., 531 Commercial Street, Suite 608, Waterloo, Iowa, 50701, Telephone: (319) 291-2077 and 230 West Monroe Street, Suite 2630, Chicago, Illinois, 60606, Telephone: (312) 346-3700.

Terms of Offering: All bids shall be in conformity with and the sale shall be in accordance with the Terms of Offering as set forth in the Official Statement.

Legal Opinion: The Bonds will be sold subject to the opinion of Ahlers & Cooney, P.C., Attorneys of Des Moines, Iowa, as to the legality and their opinion will be furnished together with the printed Bonds without cost to the purchaser and all bids will be so conditioned. Except to the extent necessary to issue their opinion as to the legality of the Bonds, the attorneys will not examine or review or express any opinion with respect to the accuracy or completeness of documents, materials or statements made or furnished in connection with the sale, issuance or marketing of the Bonds.

Rights Reserved: The right is reserved to reject any or all bids, and to waive any irregularities as deemed to be in the best interests of the public.

By order of the Board of Supervisors of Pottawattamie County, State of Iowa.

County Auditor, Pottawattamie County, State of Iowa

(End of Notice)

Passed and Approved this 24th day of August, 2021.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Scott A. Belt, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Tim Wichman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Justin Schultz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn J. Houser, County Auditor

Transfer Resolutions:

Resolution No. 90-2021 - Transfer from Bond Series 2021B Debt Fund to Gaming Fund.

Resolution No. 91-2021 - Transfer from Property Acquisition/ Improvement Fund to Gaming Fund.

Resolution No. 92-2021 - Transfer from Bond Series 2021B Debt Fund to Property Acquisition/ Improvement Fund.

Resolution No. 93-2021 - Transfer from American Rescue Plan Act (ARPA) Fund to Property Acquisition/ Improvement Fund.

Resolution No. 94-2021 - Transfer from Special Law Enforcement Fund to Property Acquisition/ Improvement Fund.

Resolution No. 95-2021 - Transfer from Bond Series 2021A Debt Fund to Rural Basic Fund.

TRANSFERS

<i>Resolution No 90-2021</i>					
1640-0-99-0300-904000-000 to 0003-99-0300-000-81400-000					
	Asbestos Fees/Armory	\$	6,615.00		
	Reimb Gaming Fund				
<i>Resolution No 91-2021</i>					
0019-0-99-0300-904000-000 to 0003-99-0300-000-81400-000					
	100 Yard Shooting range	\$	141,815.50		
	Reimb Gaming Fund				
<i>Resolution No 92-2021</i>					
1640-99-0300-000-81400-000 to 0019-0-99-0300-904000-000					
	B-Wing	\$	1,672,805.00		
	Reimb Land Fund				
<i>Resolution No 93-2021</i>					
0042-99-0300-000-81400-000 to 0019-0-99-0300-904000-000					
	Sheriff Building Addition	\$	500,000.00		
	ARPA to Land Fund				
<i>Resolution No 94-2021</i>					
0018-99-0300-000-81400-000 to 0019-0-99-0300-904000-000					
	Sheriff Building Addition	\$	1,500,000.00		
	Sheriff Forfeiture Fund to Land Fund				
<i>Resolution No 95-2021</i>					
1630-99-0220-000-63500-000 to 0011-0-99-0300-904000-000					
	Reimburse Planning Vehicle	\$	20,477.00		
	Check this line item (fund -not department??)				

RESOLUTION NO. 90-2021

RESOLUTION for Transfer from Bond Series 2021B Debt Fund to Gaming Fund

WHEREAS, it is desired to transfer money from Bond Series 2021B Debt Fund to Gaming Fund; and

WHEREAS, said transfer is in accordance with Section 331.432, Code of Iowa; and

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors as follows:

SECTION 1: The sum of \$6,615.00 is ordered to be transferred from Bond Series 2021B Debt Fund to Gaming Fund, and

SECTION 2: The Auditor is directed to correct his/her book accordingly and to notify the Treasurer of this operating transfer.

Dated this 24th Day of August, 2021.

	ROLL CALL VOTE			
	AYE	NAY	ABSTAIN	ABSENT
_____ Scott A. Belt, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Tim Wichman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Justin Schultz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn Houser, County Auditor

RESOLUTION NO. 91-2021

RESOLUTION for Transfer from Property Acquisition/Improvement Fund to Gaming Fund

WHEREAS, it is desired to transfer money from Property Acquisition/Improvement Fund to Gaming Fund; and

WHEREAS, said transfer is in accordance with Section 331.432, Code of Iowa; and

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors as follows:

SECTION 1: The sum of \$141,815.50 is ordered to be transferred from Property Acquisition/ Improvement Fund to Gaming Fund, and

SECTION 2: The Auditor is directed to correct his/her book accordingly and to notify the Treasurer of this operating transfer.

Dated this 24th Day of August, 2021.

	ROLL CALL VOTE			
	AYE	NAY	ABSTAIN	ABSENT
_____ Scott A. Belt, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Tim Wichman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Justin Schultz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn Houser, County Auditor

RESOLUTION NO. 92-2021

RESOLUTION for Transfer from Bond Series 2021B Debt Fund to Property Acquisition/ Improvement Fund

WHEREAS, it is desired to transfer money from Bond Series 2021B Debt Fund to Property Acquisition/ Improvement Fund; and

WHEREAS, said transfer is in accordance with Section 331.432, Code of Iowa; and

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors as follows:

SECTION 1: The sum of \$1,672,805.00 is ordered to be transferred from Bond Series 2021B Debt Fund to Property Acquisition/ Improvement Fund, and

SECTION 2: The Auditor is directed to correct his/her book accordingly and to notify the Treasurer of this operating transfer.

Dated this 24th Day of August, 2021.

	ROLL CALL VOTE			
	AYE	NAY	ABSTAIN	ABSENT
_____ Scott A. Belt, Chairman	○	○	○	○
_____ Tim Wichman	○	○	○	○
_____ Lynn Grobe	○	○	○	○
_____ Justin Schultz	○	○	○	○
_____ Brian Shea	○	○	○	○

ATTEST: _____
Melvyn Houser, County Auditor

RESOLUTION NO. 93-2021

RESOLUTION for Transfer from American Rescue Plan Act (ARPA) Fund to Property Acquisition/ Improvement Fund

WHEREAS, it is desired to transfer money from American Rescue Plan Act (ARPA) Fund to Property Acquisition/ Improvement Fund; and

WHEREAS, said transfer is in accordance with Section 331.432, Code of Iowa; and

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors as follows:

SECTION 1: The sum of \$500,000.00 is ordered to be transferred from American Rescue Plan Act (ARPA) Fund to Property Acquisition/ Improvement Fund, and

SECTION 2: The Auditor is directed to correct his/her book accordingly and to notify the Treasurer of this operating transfer.

Dated this 24th Day of August, 2021.

	ROLL CALL VOTE			
	AYE	NAY	ABSTAIN	ABSENT
_____ Scott A. Belt, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Tim Wichman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Justin Schultz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn Houser, County Auditor

RESOLUTION NO. 94-2021

RESOLUTION for Transfer from Special Law Enforcement Fund to Property Acquisition/ Improvement Fund

WHEREAS, it is desired to transfer money from Special Law Enforcement Fund to Property Acquisition/ Improvement Fund; and

WHEREAS, said transfer is in accordance with Section 331.432, Code of Iowa; and

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors as follows:

SECTION 1: The sum of \$1,500,000.00 is ordered to be transferred from Special Law Enforcement Fund to Property Acquisition/ Improvement Fund, and

SECTION 2: The Auditor is directed to correct his/her book accordingly and to notify the Treasurer of this operating transfer.

Dated this 24th Day of August, 2021.

	ROLL CALL VOTE			
	AYE	NAY	ABSTAIN	ABSENT
_____ Scott A. Belt, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Tim Wichman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Justin Schultz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn Houser, County Auditor

RESOLUTION NO. 95-2021

RESOLUTION for Transfer from Bond Series 2021A Debt Fund to Rural Basic Fund

WHEREAS, it is desired to transfer money from Bond Series 2021A Debt Fund to Rural Basic Fund; and

WHEREAS, said transfer is in accordance with Section 331.432, Code of Iowa; and

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors as follows:

SECTION 1: The sum of \$20,477.00 is ordered to be transferred from Bond Series 2021A Debt Fund to Rural Basic Fund, and

SECTION 2: The Auditor is directed to correct his/her book accordingly and to notify the Treasurer of this operating transfer.

Dated this 24th Day of August, 2021.

	ROLL CALL VOTE			
	AYE	NAY	ABSTAIN	ABSENT
_____ Scott A. Belt, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Tim Wichman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Justin Schultz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn Houser, County Auditor

Closed Session

Received/Filed

Office of N^o 041544
Pottawattamie County Treasurer

August 12, 2021 for
 Date July 2021

Received from Pottawattamie County
Sheriffs Office

Payor Pottawattamie County Sheriffs
Office

Amount Sixty Four Thousand Three Hundred
Eleven Dollars & ⁰³/₁₀₀ — \$64,311.03

Account to be credited See below

Descriptions of funds See below

Received by Km

Date received 8/12/21

July 1, 2021		
Pottawattamie County Sheriffs Office		
Total	Description	Line Item
\$0.00	Bank Interest	0001-4-05-1060-600000-000
\$3,710.00	Weapon Permits	0001-1-05-1060-441000-000
\$60,601.03	Civil Fees	0001-1-05-1060-440000-000
\$0.00	Outstanding Checks	0001-1-05-1060-820000-000
\$64,311.03	Total Deposit	
	\$43,439.83	total check #220798
	\$20,871.20	total check #220799
	\$64,311.03	total deposit

Pottawattamie County Sheriff's Office

Report of Fees Disbursed for

07/01/2021 - 08/01/2021

I Andy Brown, Sheriff of Pottawattamie County IA., do hereby certify that the following is a correct statement of fees disbursed by me from my office for the period 07/01/2021 - 08/01/2021.

Disbursements:

Paid to Others:

State - Weapon Permit Amount 890.00

Refunds; Publication; Sales; Com 462,366.16

Subtotal 463,256.16

Paid to Treasurer:

Service Fees - Notary Fees; Copy Fees 32,812.33

Postage 2,388.77

Transport - Officer Expenses 15,692.38

Mileage Amount 9,297.44

Report Amount 130.00

County - Weapon Permit Amount 3,710.00

Other - Convenience Fee 0.11

Other - Subpoena 280.00

Subtotal 64,311.03

Total 527,567.19

The above information is respectfully submitted on 8/12/2021



Andy Brown
Pottawattamie County, IA

Pottawattamie County Sheriff's Office

Report of Fees Collected for

07/01/2021 - 08/01/2021

I Andy Brown, Sheriff of Pottawattamie County IA., do hereby certify that the following is a correct statement of fees collected by me in my office for the period 07/01/2021 - 08/01/2021.

Receipts:

Service Fees - Notary Fees; Copy Fees	40,203.20
Postage	3,316.69
Transport - Officer Expenses	15,692.38
Mileage Amount	9,324.44
Report Amount	130.00
County - Weapon Permit Amount	4,270.00
State - Weapon Permit Amount	1,015.00
Refunds; Publication; Sales; Com	465,695.34
Other - Subpoena	315.00
Unapplied	95.00
Total	540,057.05

The above information is respectfully submitted on 8/12/2021



Andy Brown
Pottawattamie County, IA