

# **Consent Agenda**

**March 8, 2022**

**MET IN REGULAR SESSION**

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

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

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

- A. March 1, 2022, Minutes as read.
- B. February 2022 Vendor Publication Report.

UNANIMOUS VOTE. Motion Carried.

**2. SCHEDULED SESSIONS**

Drew Kamp from Council Bluffs Area Chamber of Commerce appeared before the Board to give a presentation to the Board on the contractual agreement for Workforce Development Services. Discussion only. No action taken.

Motion by Schultz, second by Belt, to award bid to Ray Martin Company of Omaha for the Courthouse Air Handler Replacement Project.

UNANIMOUS VOTE. Motion Carried.

After discussion was held by the Board, a Motion was made by Shea, and second by Belt, to approve and authorize Chairman to sign Farm Lease with Craig Hotze, for property legally described as: Grove TWP 17-74-39 PT SE SE & 20-74-39 PT NE NE Comm 138.85' N SE Cor SEC 17 TH SW669-08' N283.91" W364.92" S307.35' SW276.37" SE270.43' SW442.07' N1934.4' E1327.46' S818.15' TO POB (INCLUDES PAREL A SE SE PARCELS B & C NE NE) commonly referred to as Wheeler Grove Conservation Area.

UNANIMOUS VOTE. Motion Carried.

After discussion was held by the Board, a Motion was made by Shea, and second by Belt, to approve and authorize Chairman to sign Farm Lease with Craig Hotze, for property legally described as: Tract #1: The North Half of the Northeast Quarter (N 1/2 NE 1/4) and the North Half of the Northwest Quarter (N 1/2 NW 1/4) of the Section 14, Township 74 North, Range 39, West of the 5<sup>th</sup> P.M.; and Tract #2: The South Half of the Southeast Quarter (S 1/2 SE 1/4) of Section 11, Township 74 North, Range 39, West of the 5<sup>th</sup> P.M.

UNANIMOUS VOTE. Motion Carried.

Cheri Dahleim/Chief Medical Examiner Investigator/Coordinator appeared before the board to discuss the on-call policy revision. Discussion only. No action taken.

After discussion was held by the Board, a Motion was made by Schultz, and second by Shea, to move forward with the RFP for Public Health Building.

UNANIMOUS VOTE. Motion Carried.

**3. OTHER**

Motion made by Schultz, second by Shea, to approve and authorize the Board to sign **Resolution No 13-2022** a fixing date for a meeting on the authorization of Loan agreement and the issuance of not to exceed \$645,000 General Obligation Capital Loan Notes (Essential County Purpose #1).

**Resolution No 13-2022**

RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$645,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (ESSENTIAL COUNTY PURPOSE #1) OF POTTAWATTAMIE COUNTY, STATE OF IOWA (FOR ESSENTIAL COUNTY PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that Pottawattamie County, State of Iowa, should provide for the authorization of a Loan Agreement and issuance of General Obligation Capital Loan Notes, to the amount of not to exceed \$645,000, as authorized by Sections 331.402 and 331.443, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out essential county purpose project(s) as hereinafter described; and

WHEREAS, the Loan Agreement and Notes shall be payable from the Debt Service Fund; and

WHEREAS, before a Loan Agreement may be authorized and General Obligation Capital Loan Notes, issued to evidence the obligation of the County thereunder, it is necessary to comply with the provisions of the Code of Iowa, as amended, and to publish a notice of the proposal and of the time and place of the meeting at which the Board proposes to take action for the authorization of the Loan Agreement and Notes and to receive oral and/or written objections from any resident or property owner of the County to such action.

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

Section 1. That this Board meet in the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa, at 10:00 A.M., on the 22nd day of March, 2022, for the purpose of taking action on the matter of the authorization of a Loan Agreement and issuance of not to exceed \$645,000 General Obligation Capital Loan Notes (Essential County Purpose #1), for essential county purposes, the proceeds of which notes will be used to provide funds to pay the costs of (a) equipping and remodeling the Courthouse including new furniture for the Treasurer; (b) equipping and remodeling the Courthouse including new furniture for GIS; (c) equipping and remodeling the Courthouse including updating the audio/video system hardware and software; (d) equipping and remodeling the Pottawattamie County Jail and Sherriff Office including wiring and networking components; (e) equipping and remodeling the Courthouse including equipping conference room with audio/video system; (f) equipping and remodeling the Sherriff Office addition including computer hardware and software; (g) equipping and remodeling the Sherriff Office addition including new furniture; (h) erecting and equipping the Pottawattamie County Jail and Sherriff Office including construction of a storage shed; and (i) equipping and remodeling the Courthouse including new furniture for Planning.

Section 2. The Auditor is authorized and directed to proceed on behalf of the County with the negotiation of terms of a Loan Agreement and the issuance of General Obligation Capital Loan Notes, evidencing the County's obligations to a principal amount of not to exceed \$645,000, to select a date for the final approval thereof, to cause to be prepared such notice and sale information as may appear appropriate, to publish and distribute the same on behalf of the County and this Board and otherwise to take all action necessary to permit the completion of a loan on a basis favorable to the County and acceptable to the Board.

Section 3. That the Auditor is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the County. The publication to be not less than four clear days nor more than twenty days before the date of the public meeting on the issuance of the Notes.

Section 4. The notice of the proposed action to issue notes shall be in substantially the following form:

(To be published on or before: March 12,2022)

NOTICE OF MEETING OF THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, STATE OF IOWA, ON THE MATTER OF THE PROPOSED AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$645,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (ESSENTIAL COUNTY PURPOSE #1) OF THE COUNTY (FOR ESSENTIAL COUNTY PURPOSES), AND THE HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the Board of Supervisors of Pottawattamie County, State of Iowa, will hold a public hearing on the 22 day of March 2022, at 10:00 A.M., in the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa, at which meeting the Board proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$645,000 General Obligation Capital Loan Notes (Essential County Purpose #1), for essential county purposes, to provide funds to pay the costs of (a) equipping and remodeling the Courthouse including new furniture for the Treasurer; (b) equipping and remodeling the Courthouse including new

furniture for GIS; (c) equipping and remodeling the Courthouse including updating the audio/video system hardware and software; (d) equipping and remodeling the Pottawattamie County Jail and Sherriff Office including wiring and networking components; (e) equipping and remodeling the Courthouse including equipping conference room with audio/video system; (f) equipping and remodeling the Sherriff Office addition including computer hardware and software; (g) equipping and remodeling the Sherriff Office addition including new furniture; (h) erecting and equipping the Pottawattamie County Jail and Sherriff Office including construction of a storage shed; and (i) equipping and remodeling the Courthouse including new furniture for Planning. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund.

At the above meeting the Board shall receive oral or written objections from any resident or property owner of the County to the above action. After all objections have been received and considered, the Board will at the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the County thereunder or will abandon the proposal to issue said Notes.

This notice is given by order of the Board of Supervisors of Pottawattamie County, State of Iowa, as provided by Sections 331.402 and 331.443 of the Code of Iowa.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

\_\_\_\_\_  
County Auditor, Pottawattamie County, State of Iowa

(End of Notice)

PASSED AND APPROVED this 8th day of March 2022.

	<b>ROLL CALL VOTE</b>			
	AYE	NAY	ABSTAIN	ABSENT
_____ Tim Wichman, Chairman	○	○	○	○
_____ Scott Belt	○	○	○	○
_____ Lynn Grobe	○	○	○	○
_____ Justin Schultz	○	○	○	○
_____ Brian Shea	○	○	○	○

ATTEST: \_\_\_\_\_  
Melvyn J. Houser, County Auditor

**Roll Call Vote: AYES: Wichman, Belt, Grobe, Shea, Schultz. Motion Carried.**

Motion made by Schultz, second by Shea, to approve and authorize the Board to sign **Resolution No 14-2022** a fixing date for a meeting on the authorization of Loan agreement and the issuance of not to exceed \$245,000 General Obligation Capital Loan Notes (Essential County Purpose #2).

**RESOLUTION 14-2022**

RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$245,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (ESSENTIAL COUNTY PURPOSE #2) OF POTTAWATTAMIE COUNTY, STATE OF IOWA (FOR ESSENTIAL COUNTY PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that Pottawattamie County, State of Iowa, should provide for the authorization of a Loan Agreement and issuance of General Obligation

Capital Loan Notes, to the amount of not to exceed \$245,000, as authorized by Sections 331.402 and 331.443, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out essential county purpose project(s) as hereinafter described; and

WHEREAS, the Loan Agreement and Notes shall be payable from the Debt Service Fund;  
and

WHEREAS, before a Loan Agreement may be authorized and General Obligation Capital Loan Notes, issued to evidence the obligation of the County thereunder, it is necessary to comply with the provisions of the Code of Iowa, as amended, and to publish a notice of the proposal and of the time and place of the meeting at which the Board proposes to take action for the authorization of the Loan Agreement and Notes and to receive oral and/or written objections from any resident or property owner of the County to such action.

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

Section 1. That this Board meet in the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa, at 10:00 A.M., on the 22nd day of March, 2022, for the purpose of taking action on the matter of the authorization of a Loan Agreement and issuance of not to exceed \$245,000 General Obligation Capital Loan Notes (Essential County Purpose #2), for essential county purposes, the proceeds of which notes will be used to provide funds to pay the costs of peace officer communication equipment and other emergency services communication equipment and systems including a mobile command vehicle.

Section 2. The Auditor is authorized and directed to proceed on behalf of the County with the negotiation of terms of a Loan Agreement and the issuance of General Obligation Capital Loan Notes, evidencing the County's obligations to a principal amount of not to exceed \$245,000, to select a date for the final approval thereof, to cause to be prepared such notice and sale information as may appear appropriate, to publish and distribute the same on behalf of the County and this Board and otherwise to take all action necessary to permit the completion of a loan on a basis favorable to the County and acceptable to the Board.

Section 3. That the Auditor is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the County. The publication to be not less than four clear days nor more than twenty days before the date of the public meeting on the issuance of the Notes.

Section 4. The notice of the proposed action to issue notes shall be in substantially the following form:

(To be published on or before: March 12)

NOTICE OF MEETING OF THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, STATE OF IOWA, ON THE MATTER OF THE PROPOSED AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$245,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (ESSENTIAL COUNTY PURPOSE #2) OF THE COUNTY (FOR ESSENTIAL COUNTY PURPOSES), AND THE HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the Board of Supervisors of Pottawattamie County, State of Iowa, will hold a public hearing on the 22nd day of March 2022, at 10:00 A.M., in the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa, at which meeting the Board proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$245,000 General Obligation Capital Loan Notes (Essential County Purpose #2), for essential county purposes, to provide funds to pay the costs of peace officer communication equipment and other emergency services communication equipment and systems including a mobile command vehicle. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund.

At the above meeting the Board shall receive oral or written objections from any resident or property owner of the County to the above action. After all objections have been received and considered, the Board will at the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the County thereunder or will abandon the proposal to issue said Notes.

This notice is given by order of the Board of Supervisors of Pottawattamie County, State of Iowa, as provided by Sections 331.402 and 331.443 of the Code of Iowa.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

\_\_\_\_\_  
County Auditor, Pottawattamie County,  
State of Iowa

(End of Notice)

PASSED AND APPROVED this 8th day of March 2022.

	<b>ROLL CALL VOTE</b>			
	AYE	NAY	ABSTAIN	ABSENT
_____ Tim Wichman, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott Belt	<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: Wichman, Belt, Grobe, Shea, Schultz. Motion Carried.**

Motion made by Schultz, second by Shea, to approve and authorize the Board to sign **Resolution No 15-2022** a fixing date for a meeting on the authorization of Loan agreement and the issuance of not to exceed \$300,000 General Obligation Capital Loan Notes (Essential County Purpose #3).

**RESOLUTION 15-2022**

RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$300,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (GENERAL COUNTY PURPOSE #3) OF POTTAWATTAMIE COUNTY, STATE OF IOWA (FOR GENERAL COUNTY PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that Pottawattamie County, State of Iowa, should provide for the authorization of a Loan Agreement and issuance of General Obligation Capital Loan Notes, to the amount of not to exceed \$300,000, as authorized by Sections 331.402 and 331.442, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out general county purpose project(s) as hereinafter described; and

WHEREAS, the Loan Agreement and Notes shall be payable from the Debt Service Fund; and

WHEREAS, the Issuer has a population in excess of 50,000, and the Notes for these purposes do not exceed \$300,000; and

WHEREAS, before a Loan Agreement may be authorized and General Obligation Capital Loan Notes, issued to evidence the obligation of the County thereunder, it is necessary to comply with the provisions of the Code of Iowa, as amended, and to publish a notice of the proposal and of the time and place of the meeting at which the Board proposes to take action for the authorization of the Loan Agreement and Notes to receive oral and/or written objection from any resident or property owner of the County to such action; and

WHEREAS, before the Notes may be issued, it is necessary to comply with the provisions of Chapter 331 of the Code of Iowa, and to publish a notice of the proposal to issue such Notes and the right to petition for an election.

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

Section 1. That this Board meet in the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa, at 10:00 A.M., on the 22nd day of March, 2022, for the purpose of taking action on the matter of the authorization of a Loan Agreement and issuance of not to exceed \$300,000 General Obligation Capital Loan Notes (General County Purpose #3), for general county purposes, the proceeds of which notes will be used to provide funds to pay the costs of acquiring and equipping new sheriff vehicles which are necessary for the operation of the county or the health and welfare of its citizens and shall bear interest at a rate not exceeding the maximum specified in the attached notice.

Section 2. The Auditor is authorized and directed to proceed on behalf of the County with the negotiation of terms of a Loan Agreement and the issuance of General Obligation Capital Loan Notes, evidencing the County's obligations to a principal amount of not to exceed \$300,000, to select a date for the final approval thereof, to cause to be prepared such notice and sale information as may appear appropriate, to publish and distribute the same on behalf of the County and this Board and otherwise to take all action necessary to permit the completion of a loan on a basis favorable to the County and acceptable to the Board.

Section 3. That the Auditor is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the County. The publication to be not less than ten clear days nor more than twenty days before the date of the public meeting on the issuance of the Notes.

Section 4. The notice of the proposed action to issue notes shall be in substantially the following form:

(To be published on or before: March 12)

NOTICE OF MEETING OF THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, STATE OF IOWA, ON THE MATTER OF THE PROPOSED AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$300,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (GENERAL COUNTY PURPOSE #3) OF THE COUNTY (FOR GENERAL COUNTY PURPOSES), AND THE HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the Board of Supervisors of Pottawattamie County, State of Iowa, will hold a public hearing on the 22 day of March, 2022, at 10:00 A.M., in the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa, at which meeting the Board proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$300,000 General Obligation Capital Loan Notes (General County Purpose #3), for general county purposes, bearing interest at a rate of not to exceed nine (9) per centum per annum, the Notes to be issued to provide funds to pay the costs of acquiring and equipping new sheriff vehicles which are necessary for the operation of the county or the health and welfare of its citizens. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund.

At any time before the date of the meeting, a petition, asking that the question of issuing such Notes be submitted to the legal voters of the County, may be filed with the Auditor of the County in the manner provided by Section 331.306 of the Code of Iowa, pursuant to the provisions of Sections 331.402 and 331.442 of the Code of Iowa.

At the above meeting the Board shall receive oral or written objections from any resident or property owner of the County to the above action. After all objections have been received and considered, the Board will at the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the County thereunder or will abandon the proposal to issue said Notes.

This notice is given by order of the Board of Supervisors of Pottawattamie County, State of Iowa, as provided by Sections 331.402 and 331.442 of the Code of Iowa.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

\_\_\_\_\_  
County Auditor, Pottawattamie County,  
State of Iowa

(End of Notice)

PASSED AND APPROVED this 8th day of March 2022.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tim Wichman, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott Belt	<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: Wichman, Belt, Grobe, Shea, Schultz. Motion Carried.**

Motion made by Belt, second by Shea, to approve and authorize the Board to sign **Resolution No 16-2022** a fixing date for a meeting on the authorization of Loan agreement and the issuance of not to exceed \$300,000 General Obligation Capital Loan Notes (Essential County Purpose #4).

**RESOLUTION 16-2022**

RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$300,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (GENERAL COUNTY PURPOSE #4) OF POTTAWATTAMIE COUNTY, STATE OF IOWA (FOR GENERAL COUNTY PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that Pottawattamie County, State of Iowa, should provide for the authorization of a Loan Agreement and issuance of General Obligation Capital Loan Notes, to the amount of not to exceed \$300,000, as authorized by Sections 331.402 and 331.442, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out general county purpose project(s) as hereinafter described; and

WHEREAS, the Loan Agreement and Notes shall be payable from the Debt Service Fund; and

WHEREAS, the Issuer has a population in excess of 50,000, and the Notes for these purposes do not exceed \$300,000; and

WHEREAS, before a Loan Agreement may be authorized and General Obligation Capital Loan Notes, issued to evidence the obligation of the County thereunder, it is necessary to comply with the provisions of the Code of Iowa, as amended, and to publish a notice of the proposal and of the time and place of the meeting at which the Board proposes to take action for the authorization of the Loan Agreement and Notes and to receive oral and/or written objections from any resident or property owner of the County to such action; and

WHEREAS, before the Notes may be issued, it is necessary to comply with the provisions of Chapter 331 of the Code of Iowa, and to publish a notice of the proposal to issue such Notes and the right to petition for an election.



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

Section 1. That this Board meet in the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa, at 10:00 A.M., on the 22nd day of March, 2022, for the purpose of taking action on the matter of the authorization of a Loan Agreement and issuance of not to exceed \$300,000 General Obligation Capital Loan Notes (General County Purpose #4), for general county purposes, the proceeds of which notes will be used to provide funds to pay the costs of acquiring and equipping the secondary roads department including mowing equipment and shall bear interest at a rate not exceeding the maximum specified in the attached notice.

Section 2. The Auditor is authorized and directed to proceed on behalf of the County with the negotiation of terms of a Loan Agreement and the issuance of General Obligation Capital Loan Notes, evidencing the County's obligations to a principal amount of not to exceed \$300,000, to select a date for the final approval thereof, to cause to be prepared such notice and sale information as may appear appropriate, to publish and distribute the same on behalf of the County and this Board and otherwise to take all action necessary to permit the completion of a loan on a basis favorable to the County and acceptable to the Board.

Section 3. That the Auditor is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the County. The publication to be not less than ten clear days nor more than twenty days before the date of the public meeting on the issuance of the Notes.

Section 4. The notice of the proposed action to issue notes shall be in substantially the following form:

(To be published on or before: March 12, 2022)

NOTICE OF MEETING OF THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, STATE OF IOWA, ON THE MATTER OF THE PROPOSED AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$300,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (GENERAL COUNTY PURPOSE #4) OF THE COUNTY (FOR GENERAL COUNTY PURPOSES), AND THE HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the Board of Supervisors of Pottawattamie County, State of Iowa, will hold a public hearing on the 22nd day of March 2022, at 10:00 A.M., in the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa, at which meeting the Board proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$300,000 General Obligation Capital Loan Notes (General County Purpose #4), for general county purposes, bearing interest at a rate of not to exceed nine (9) per centum per annum, the Notes to be issued to provide funds to pay the costs of acquiring and equipping the secondary roads department including mowing equipment. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund.

At any time before the date of the meeting, a petition, asking that the question of issuing such Notes be submitted to the legal voters of the County, may be filed with the Auditor of the County in the manner provided by Section 331.306 of the Code of Iowa, pursuant to the provisions of Sections 331.402 and 331.442 of the Code of Iowa.

At the above meeting the Board shall receive oral or written objections from any resident or property owner of the County to the above action. After all objections have been received and considered, the Board will at the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the County thereunder or will abandon the proposal to issue said Notes.

This notice is given by order of the Board of Supervisors of Pottawattamie County, State of Iowa, as provided by Sections 331.402 and 331.442 of the Code of Iowa.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
 County Auditor, Pottawattamie County,  
 State of Iowa

(End of Notice)

PASSED AND APPROVED this 8th day of March 2022.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tim Wichman, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott Belt	<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: Wichman, Belt, Grobe, Shea, Schultz. Motion Carried.**

Motion made by Schultz, second by Shea, to approve and authorize the Board to sign **Resolution No 17-2022** a fixing date for a meeting on the authorization of Loan agreement and the issuance of not to exceed \$300,000 General Obligation Capital Loan Notes (Essential County Purpose #5).

**RESOLUTION 17-2022**

RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$300,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (GENERAL COUNTY PURPOSE #5) OF POTTAWATTAMIE COUNTY, STATE OF IOWA (FOR GENERAL COUNTY PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that Pottawattamie County, State of Iowa, should provide for the authorization of a Loan Agreement and issuance of General Obligation Capital Loan Notes, to the amount of not to exceed \$300,000, as authorized by Sections 331.402 and 331.442, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out general county purpose project(s) as hereinafter described; and

WHEREAS, the Loan Agreement and Notes shall be payable from the Debt Service Fund; and

WHEREAS, the Issuer has a population in excess of 50,000, and the Notes for these purposes do not exceed \$300,000; and

WHEREAS, before a Loan Agreement may be authorized and General Obligation Capital Loan Notes, issued to evidence the obligation of the County thereunder, it is necessary to comply with the provisions of the Code of Iowa, as amended, and to publish a notice of the proposal and of the time and place of the meeting at which the Board proposes to take action for the authorization of the Loan Agreement and Notes and to receive oral and/or written objections from any resident or property owner of the County to such action; and

WHEREAS, before the Notes may be issued, it is necessary to comply with the provisions of Chapter 331 of the Code of Iowa, and to publish a notice of the proposal to issue such Notes and the right to petition for an election.

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

Section 1. That this Board meet in the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa, at 10:00 A.M., on the 22nd day of March, 2022, for the purpose of taking action on the matter of the authorization of a Loan Agreement and issuance of not to exceed \$300,000 General Obligation Capital Loan Notes (General County Purpose #5), for general county purposes, the proceeds of which notes will be used to provide funds to pay the costs of acquisition and development of land for a public park or other recreation or conservation purpose, including improving approximately nine sites and adding approximately ten full hookup sites at Arrowhead Park and shall bear interest at a rate not exceeding the maximum specified in the attached notice.

Section 2. The Auditor is authorized and directed to proceed on behalf of the County with the negotiation of terms of a Loan Agreement and the issuance of General Obligation Capital Loan Notes, evidencing the County's obligations to a principal amount of not to exceed \$300,000, to select a date for the final approval thereof, to cause to be prepared such notice and sale information as may appear appropriate, to publish and distribute the same on behalf of the County and this Board and otherwise to take all action necessary to permit the completion of a loan on a basis favorable to the County and acceptable to the Board.

Section 3. That the Auditor is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the County. The publication to be not less than ten clear days nor more than twenty days before the date of the public meeting on the issuance of the Notes.

Section 4. The notice of the proposed action to issue notes shall be in substantially the following form:

(To be published on or before: March 12, 2022)

NOTICE OF MEETING OF THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, STATE OF IOWA, ON THE MATTER OF THE PROPOSED AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$300,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (GENERAL COUNTY PURPOSE #5) OF THE COUNTY (FOR GENERAL COUNTY PURPOSES), AND THE HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the Board of Supervisors of Pottawattamie County, State of Iowa, will hold a public hearing on the 22nd day of March 2022, at 10:00 A.M., in the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa, at which meeting the Board proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$300,000 General Obligation Capital Loan Notes (General County Purpose #5), for general county purposes, bearing interest at a rate of not to exceed nine (9) per centum per annum, the Notes to be issued to provide funds to pay the costs of acquisition and development of land for a public park or other recreation or conservation purpose, including improving approximately nine sites and adding approximately ten full hookup sites at Arrowhead Park. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund.

At any time before the date of the meeting, a petition, asking that the question of issuing such Notes be submitted to the legal voters of the County, may be filed with the Auditor of the County in the manner provided by Section 331.306 of the Code of Iowa, pursuant to the provisions of Sections 331.402 and 331.442 of the Code of Iowa.

At the above meeting the Board shall receive oral or written objections from any resident or property owner of the County to the above action. After all objections have been received and considered, the Board will at the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the County thereunder or will abandon the proposal to issue said Notes.

This notice is given by order of the Board of Supervisors of Pottawattamie County, State of Iowa, as provided by Sections 331.402 and 331.442 of the Code of Iowa.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

\_\_\_\_\_  
County Auditor, Pottawattamie County,  
State of Iowa

(End of Notice)

PASSED AND APPROVED this 8th day of March 2022.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tim Wichman, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott Belt	<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: Wichman, Belt, Grobe, Shea, Schultz. Motion Carried.**

Motion made by Belt, second by Shea, to approve and authorize the Board to sign **Resolution No 18-2022** a fixing date for a meeting on the authorization of Loan agreement and the issuance of not to exceed \$120,000 General Obligation Capital Loan Notes (Essential County Purpose #6).

**RESOLUTION 18-2022**

RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$120,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (GENERAL COUNTY PURPOSE #6) OF POTTAWATTAMIE COUNTY, STATE OF IOWA (FOR GENERAL COUNTY PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that Pottawattamie County, State of Iowa, should provide for the authorization of a Loan Agreement and issuance of General Obligation Capital Loan Notes, to the amount of not to exceed \$120,000, as authorized by Sections 331.402 and 331.442, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out general county purpose project(s) as hereinafter described; and

WHEREAS, the Loan Agreement and Notes shall be payable from the Debt Service Fund; and

WHEREAS, the Issuer has a population in excess of 50,000, and the Notes for these purposes do not exceed \$300,000; and

WHEREAS, before a Loan Agreement may be authorized and General Obligation Capital Loan Notes, issued to evidence the obligation of the County thereunder, it is necessary to comply with the provisions of the Code of Iowa, as amended, and to publish a notice of the proposal and of the time and place of the meeting at which the Board proposes to take action for the

authorization of the Loan Agreement and Notes and to receive oral and/or written objections from any resident or property owner of the County to such action; and

WHEREAS, before the Notes may be issued, it is necessary to comply with the provisions of Chapter 331 of the Code of Iowa, and to publish a notice of the proposal to issue such Notes and the right to petition for an election.

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

Section 1. That this Board meet in the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa, at 10:00 A.M., on the 22nd day of March, 2022, for the purpose of taking action on the matter of the authorization of a Loan Agreement and issuance of not to exceed \$120,000 General Obligation Capital Loan Notes (General County Purpose #6), for general county purposes, the proceeds of which notes will be used to provide funds to pay the costs of acquisition and development of land for a public park or other recreation or conservation purpose, including improvement, reconstruction and equipping of existing camping cabins at Arrowhead Park and shall bear interest at a rate not exceeding the maximum specified in the attached notice.

Section 2. The Auditor is authorized and directed to proceed on behalf of the County with the negotiation of terms of a Loan Agreement and the issuance of General Obligation Capital Loan Notes, evidencing the County's obligations to a principal amount of not to exceed \$120,000, to select a date for the final approval thereof, to cause to be prepared such notice and sale information as may appear appropriate, to publish and distribute the same on behalf of the County and this Board and otherwise to take all action necessary to permit the completion of a loan on a basis favorable to the County and acceptable to the Board.

Section 3. That the Auditor is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the County. The publication to be not less than ten clear days nor more than twenty days before the date of the public meeting on the issuance of the Notes.

Section 4. The notice of the proposed action to issue notes shall be in substantially the following form:

(To be published on or before: March 12, 2022)

NOTICE OF MEETING OF THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, STATE OF IOWA, ON THE MATTER OF THE PROPOSED AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$120,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (GENERAL COUNTY PURPOSE #6) OF THE COUNTY (FOR GENERAL COUNTY PURPOSES), AND THE HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the Board of Supervisors of Pottawattamie County, State of Iowa, will hold a public hearing on the 22nd day of March 2022, at 10:00 A.M., in the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa, at which meeting the Board proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$120,000 General Obligation Capital Loan Notes (General County Purpose #6), for general county purposes, bearing interest at a rate of not to exceed nine (9) per centum per annum, the Notes to be issued to provide funds to pay the costs of acquisition and development of land for a public park or other recreation or conservation purpose, including improvement, reconstruction and equipping of existing camping cabins at Arrowhead Park. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund.

At any time before the date of the meeting, a petition, asking that the question of issuing such Notes be submitted to the legal voters of the County, may be filed with the Auditor of the County in the manner provided by Section 331.306 of the Code of Iowa, pursuant to the provisions of Sections 331.402 and 331.442 of the Code of Iowa.

At the above meeting the Board shall receive oral or written objections from any resident or property owner of the County to the above action. After all objections have been received and considered, the Board will at the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the County thereunder or will abandon the proposal to issue said Notes.

This notice is given by order of the Board of Supervisors of Pottawattamie County, State of Iowa, as provided by Sections 331.402 and 331.442 of the Code of Iowa.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

\_\_\_\_\_  
 County Auditor, Pottawattamie County,  
 State of Iowa

(End of Notice)

PASSED AND APPROVED this 8th day of March 2022.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tim Wichman, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott Belt	<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: Wichman, Belt, Grobe, Shea, Schultz. Motion Carried.**

Motion made by Shea, second by Belt, to approve and authorize the Board to sign **Resolution No 19-2022** a fixing date for a meeting on the authorization of Loan agreement and the issuance of not to exceed \$90,000 General Obligation Capital Loan Notes (Essential County Purpose #7).

**RESOLUTION 19-2022**

RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$90,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (GENERAL COUNTY PURPOSE #7) OF POTTAWATTAMIE COUNTY, STATE OF IOWA (FOR GENERAL COUNTY PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that Pottawattamie County, State of Iowa, should provide for the authorization of a Loan Agreement and issuance of General Obligation Capital Loan Notes, to the amount of not to exceed \$90,000, as authorized by Sections 331.402 and 331.442, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out general county purpose project(s) as hereinafter described; and

WHEREAS, the Loan Agreement and Notes shall be payable from the Debt Service Fund;  
 and

WHEREAS, the Issuer has a population in excess of 50,000, and the Notes for these purposes do not exceed \$300,000; and

WHEREAS, before a Loan Agreement may be authorized and General Obligation Capital Loan Notes, issued to evidence the obligation of the County thereunder, it is necessary to comply with the provisions of the Code of Iowa, as amended, and to publish a notice of the proposal and of the time and place of the meeting at which the Board proposes to take action for the authorization of the Loan Agreement and Notes and to receive oral and/or written objections from any resident or property owner of the County to such action; and

WHEREAS, before the Notes may be issued, it is necessary to comply with the provisions of Chapter 331 of the Code of Iowa, and to publish a notice of the proposal to issue such Notes and the right to petition for an election.

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

Section 1. That this Board meet in the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa, at 10:00 A.M., on the 22nd day of March, 2022, for the purpose of taking action on the matter of the authorization of a Loan Agreement and issuance of not to exceed \$90,000 General Obligation Capital Loan Notes (General County Purpose #7), for general county purposes, the proceeds of which notes will be used to provide funds to pay the costs of acquisition and development of land for a public park or other recreation or conservation purpose, including playground equipment at Hitchcock Park and shall bear interest at a rate not exceeding the maximum specified in the attached notice.

Section 2. The Auditor is authorized and directed to proceed on behalf of the County with the negotiation of terms of a Loan Agreement and the issuance of General Obligation Capital Loan Notes, evidencing the County's obligations to a principal amount of not to exceed \$90,000, to select a date for the final approval thereof, to cause to be prepared such notice and sale information as may appear appropriate, to publish and distribute the same on behalf of the County and this Board and otherwise to take all action necessary to permit the completion of a loan on a basis favorable to the County and acceptable to the Board.

Section 3. That the Auditor is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the County. The publication to be not less than ten clear days nor more than twenty days before the date of the public meeting on the issuance of the Notes.

Section 4. The notice of the proposed action to issue notes shall be in substantially the following form:

(To be published on or before: March 12, 2022)

NOTICE OF MEETING OF THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, STATE OF IOWA, ON THE MATTER OF THE PROPOSED AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$90,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (GENERAL COUNTY PURPOSE #7) OF THE COUNTY (FOR GENERAL COUNTY PURPOSES), AND THE HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the Board of Supervisors of Pottawattamie County, State of Iowa, will hold a public hearing on the 22nd day of March 2022, at 10:00 A.M., in the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa, at which meeting the Board proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$90,000 General Obligation Capital Loan Notes (General County Purpose #7), for general county purposes, bearing interest at a rate of not to exceed nine (9) per centum per annum, the Notes to be issued to provide funds to pay the costs of acquisition and development of land for a public park or other recreation or conservation purpose, including playground equipment at Hitchcock Park. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund.

At any time before the date of the meeting, a petition, asking that the question of issuing such Notes be submitted to the legal voters of the County, may be filed with the Auditor of the County in the manner provided by Section 331.306 of the Code of Iowa, pursuant to the provisions of Sections 331.402 and 331.442 of the Code of Iowa.

At the above meeting the Board shall receive oral or written objections from any resident or property owner of the County to the above action. After all objections have been received and considered, the Board will at the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the County thereunder or will abandon the proposal to issue said Notes.

This notice is given by order of the Board of Supervisors of Pottawattamie County, State of Iowa, as provided by Sections 331.402 and 331.442 of the Code of Iowa.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

\_\_\_\_\_  
 County Auditor, Pottawattamie County, State  
 of Iowa

(End of Notice)

PASSED AND APPROVED this 8th day of March 2022.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tim Wichman, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott Belt	<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: Wichman, Belt, Grobe, Shea, Schultz. Motion Carried.**

After discussion was held by the Board, a Motion was made by Schultz, and second by Grobe, to approve the FY 22/23 employee health insurance.  
 UNANIMOUS VOTE. Motion Carried.

**4. RECEIVED/FILED**

- A. Salary Action(s):
  - 1) Jail – Payroll status change for Randy Elwood.
  - 2) Thriving Families Alliance – Payroll status change for Jordan Morse.
  - 3) Veteran Affairs – Payroll status change for Samuel Pettit.
- B. Reports
  - 1) Sheriff’s Report of Fees Disbursed and Collected for January 2022.
  - 2) Recorder Fee Book for February 2022.
- C. Minutes
  - 1) Motion to receive and petition the Pottawattamie County Conservation Board Special Meeting Minutes for February 28, 2022.

**5. CLOSED SESION**

Motion by Shea, second by Schultz, to go into Closed Session pursuant to Iowa Code 20.17 (3) for discussion and/or decision on labor negotiations/collective bargaining matters.  
**Roll Call Vote: AYES: Wichman, Belt, Grobe, Shea, Schultz. Motion Carried.**

Motion by Schultz, second by Shea, to go out of Closed Session.  
**Roll Call Vote: AYES: Wichman, Belt, Grobe, Shea, Schultz. Motion Carried.**

Motion by Shea, second by Schultz, to go into Closed Session pursuant to Iowa Code §21.5(1)(j), for discussion and/or decision on purchase or sale of particular real estate.  
**Roll Call Vote: AYES: Wichman, Belt, Grobe, Shea, Schultz. Motion Carried.**

Motion by Shea, second by Schultz, to go out of Closed Session.  
**Roll Call Vote: AYES: Wichman, Belt, Grobe, Shea, Schultz. Motion Carried.**



**6. BUDGET DISCUSSION**

Discussion only. No action taken.

**7. ADJOURN**

Chair Pro Tem Shea to adjourn.

Motion by Schultz, second by Belt, to adjourn meeting.

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 1:15. P M.

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Tim Wichman, Chairman

ATTEST: \_\_\_\_\_  
Melvyn House, Auditor

APPROVED: March 15, 2022

PUBLISH: X

# **Scheduled Sessions**

**Matt Wyant/Director, Planning and  
Development and/or Pam Kalstrup/Zoning &  
Land Use Coordinator, Planning and  
Development.**

**Public Hearing on proposed preliminary  
plats of Matriarch Manor East and Matriarch  
Manor West, subdivisions situated in Garner  
Township, and to approve and authorize  
Board to sign Planning and Zoning  
Resolution No. 2022-04.**

**RECORDER'S COVER SHEET**

Prepared by:

Pottawattamie County Office of Planning and Development  
223 South 6<sup>th</sup> Street, Suite 4  
Council Bluffs, IA 51501-4245  
(712) 328-5792

Return Document to:

Pottawattamie County Office of Planning and Development  
223 South 6<sup>th</sup> Street, Suite 4  
Council Bluffs, IA 51501-4245  
(712) 328-5792

Document Title:

Pottawattamie County  
Planning and Zoning Resolution #2022-04

**PLANNING AND ZONING  
RESOLUTION NO. 2022-04**

**WHEREAS**, the proposed preliminary plat and supporting documents for **Matriarch Manor East and Matriarch Manor West**, subdivisions situated in **Garner Township**, has been filed with the Pottawattamie County Planning and Zoning Commission for its study and recommendation under **Case #SUB-2022-01**; and

**WHEREAS**, said Commission conducted a public hearing on **February 14, 2022**, in accordance with Chapter 9.04 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, and has given all parties an opportunity to be heard; and

**WHEREAS**, after careful study and being thoroughly familiar with the involved real estate and the surrounding area, said Commission has submitted its written recommendation to this Board to approve the preliminary plat; and

**WHEREAS**, this Board conducted a public hearing on **March 15, 2022** in accordance with the above-noted Ordinance and Statute, and has examined the proposed preliminary plat; and

**WHEREAS**, after careful study, and due consideration this Board has determined that the proposed preliminary plat conforms to the requirements of Chapter 9.01-9.30. Subdivision Ordinance of the Pottawattamie County, Iowa, Code; the Pottawattamie County, Iowa, Land Use Plan and Chapter 354, Code of Iowa, and has deemed it to be in the best interest of Pottawattamie County, Iowa, to concur with the County's Planning and Zoning Commission's recommendation:

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA:** That the proposed preliminary plats of **Matriarch Manor East and Matriarch Manor West**, be, and the same is hereby approved as the preliminary plats of said subdivisions.

Provided however, that this Resolution shall not be construed as being a final acceptance or approval of said Plat with the meaning of Chapter 9.01-9.30, Subdivision Ordinance, of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa; that after completion of all improvements and satisfaction of all requirements for final plats required by the State and County Ordinances and this Resolution, the final plat shall be submitted to this Board for its consideration.

PASSED AND APPROVED March 15, 2022.

	<b>AYE</b>	<b>ROLL NAY</b>	<b>CALL ABSTAIN</b>	<b>VOTE ABSENT</b>
_____ Tim Wichman, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott Belt	<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"/>
_____ Brian Shea	<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"/>

Attest: \_\_\_\_\_  
Melvyn Houser, County Auditor  
Pottawattamie County, Iowa

RECORD: After Passage

**TO:** Board of Supervisors  
**FROM:** Pam Kalstrup  
**DATE:** February 23, 2022

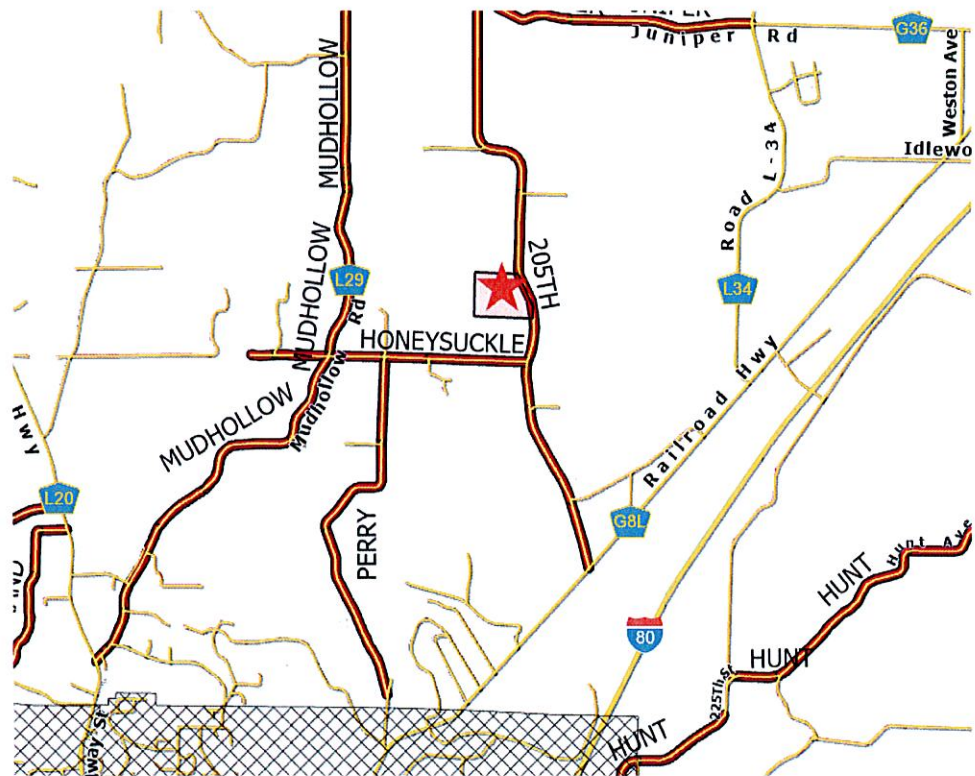
**RE:** Case #SUB-2022-01

**REQUEST:** Preliminary plat approvals of Matriarch Manor East and Matriarch Manor West

**LOCATION:** Garner Township

**LEGAL DESCRIPTION:** 4-75-43 PT NE SE COMM SW COR TH N1322.08' E21.67' TO C/L RD SELY1422.31' W502.73' TO POB and 4-75-43

The subject properties are located approximately 2 1/4 miles to the north of the city limits of Council Bluffs on 205<sup>th</sup> Street.



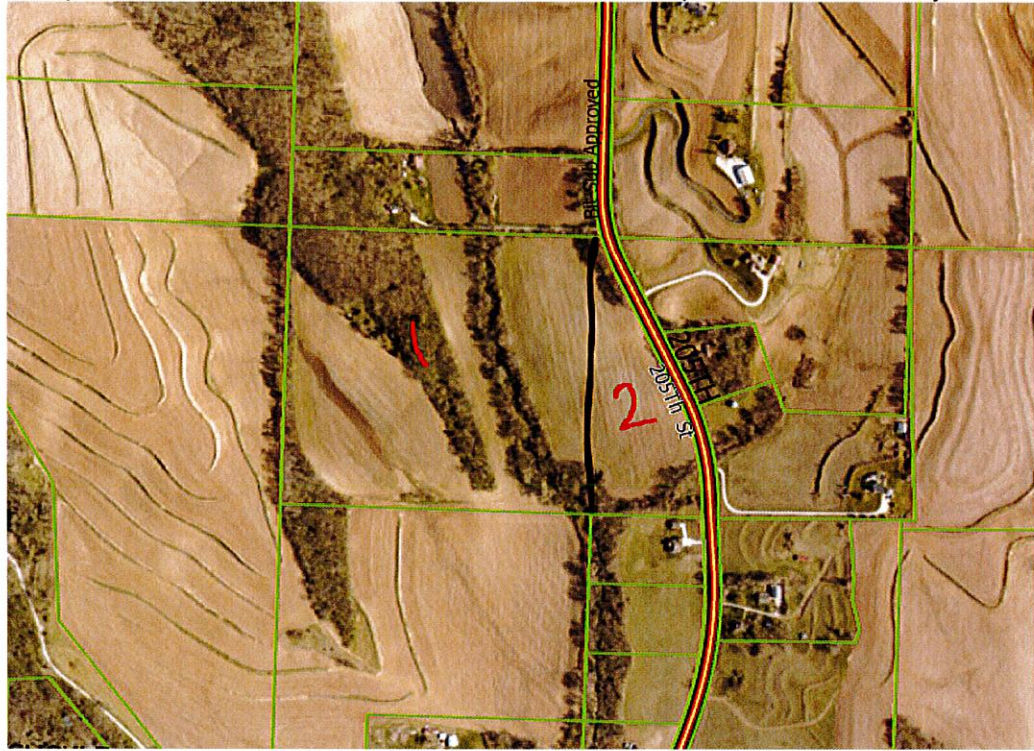
**PROPERTY OWNER:** Matriarch Manor LLC (Doreen Blakely)

**SURVEYOR:** Wilke Land Surveying Inc

**GENERAL INFORMATION:** The applicant has made this request in order to allow her to split her properties into two minor subdivisions. Matriarch Manor East is a 3 lot subdivision. Matriarch Manor West is a 4 lot minor subdivision. The applicant owns properties in two separate 1/4 1/4 sections – the NE SE and the NW SE. The NE SE 1/4 1/4 is divided by 205<sup>th</sup> Street and therefore qualifies for the Exception Section of Chapter 9 (see below). The NE SE is an undivided 1/4 1/4 section. SEE ATTACHMENTS 1 and 2.

**SITE REVIEW:**

The parcels consists of 8.39 acres and 39.7. There parcels are currently undeveloped.



**AREA REVIEW:**

The subject properties are located immediately adjacent to 205<sup>th</sup> Street, an Official Bituminous County Road. The current Iowa Department of Transportation Traffic Flow Map indicated an average traffic flow of 280 vehicles per day.

The properties in the immediate area are a mixture of rural residential acreages, timber and agricultural ground.



**ZONING:**

The subject property is currently located in a Class A-4 (Loess Hills) District.

8.014.010 INTENT: The Class A-4 District is intended to preserve the unique natural and environment characteristics of the Loess Hills' rare soils and topographic region of western Pottawattamie County, Iowa and at the same time allow for appropriate types and scales of development. Primary uses of these lands has historically been grasslands with significant regions cultivated for farming, as well as many farm *dwelling*s and non-farm households adjacent or having access to hard surfaced street. (Ordinance #2015-05/12-18-2015)

Subsection 8.014.020.04 of the Pottawattamie County, Iowa, Code, lists "Platted minor subdivisions for single-family dwellings, when located on a hard surfaced street or an official bituminous road", as a permitted principal use in the Class A-4 District.

The minimum standards for the A-4 District with individual septic systems and municipal common water are as follows:

	<u>Minimum</u>
Lot Size	1.0 Acres
Lot Width	125'
Lot Depth	200'

It appears that the proposed lot sizes, lot widths and lot depths conform to the minimums.

The minimum standards for the A-4 District with individual septic systems and wells are as follows:

	<u>Minimum</u>
Lot Size	2.0 Acres
Lot Width	175'
Lot Depth	300'

It appears that the proposed lot sizes, lot widths and lot depths conform to the minimums.

**SUBDIVISION  
ORDINANCE:**

Subsection 9.01.065 states:

.03 A minor subdivision plat may also be prepared for an existing parcel that lies within a Quarter - Quarter section that is divided by a public road.

9.02.680 SUBDIVISION: The division of a quarter-quarter section of land into two (2) or more lots, parcels, or other divisions of land for the purpose, whether immediate or future, of transfer of ownership, building development or lease. The term includes resubdivision and when appropriate to the context, shall relate to the process of subdividing or the land subdivided. (Ordinance #2004-14/07-01-04)

C. No more than four (4) lots shall be created, except as provided in Section 9.01.065. The creation of more than four (4) lots and/or parcels in a quarter-quarter section shall require the platting of a major subdivision, except as provided in Section 9.01.065. ((Ordinance #2018-03/05-10-18)



**SEWAGE  
DISPOSAL:**

Where an adequate public or common sanitary sewer system is not reasonably accessible or not required, onsite wastewater treatment and disposal systems may be used for the purpose of providing a private means of sewage disposal for each lot in the subdivision.

- A. The developer shall submit, with the preliminary plat, acceptable evidence of the suitability of the soil for onsite wastewater treatment and disposal systems on the site. The developer may be required to make one (1) or more soil boring tests and/or preliminary percolation tests within the boundaries of the subdivision if the evidence is deemed unacceptable by the County Board. Each test hole shall be numbered and its location and results shown on the final construction plans. All tests shall be performed in accordance with the Pottawattamie County, Iowa, Onsite Wastewater Treatment and Disposal System Ordinance.
- B. Lots where onsite wastewater treatment and disposal systems are proposed shall provide adequate space for two (2) such systems. The area dedicated for the second system is provided as a back up when the first system fails.
- C. Onsite wastewater treatment and disposal systems, if approved, may be installed at the expense of the developer, or at the expense of a subsequent lot owner at the time development of the lot takes place.

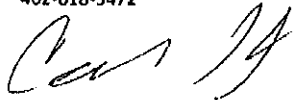
It is the applicant's intent to serve the lots with onsite wastewater treatment and disposal systems.

To whom it my concern:

The property of Doreen Blakely at the address  
of Matriarch Manor East has been evaluated for the purpose of future  
developments requiring septic system installs. It is my opinion that the soil on/around this property is  
suitable for future septic systems installed by a professional.

Any further questions in regard to this matter can contact as needed.

Thank you,  
Cody Hildreth  
Western Iowa Utilities  
402-618-5472



**WATER SUPPLY:** All lots (Lots 1-3) in Matriarch Manor East will be serviced by Regional Water. Lots 3 & 4 of Matriarch Manor West will be serviced by Regional Water. Lots 1 & 2 of Matriarch Manor West will be services by wells.

**COVENANTS:** The applicant is proposing the following covenants:

Outline of Protective Covenants or Deed Restrictions

- No mobile home
- Must have foundation
- Minimum 2 car garage

**OTHER AGENICES COMMENTS:** A copy of the preliminary plat has been forwarded to the following agencies.

Pottawattamie County Engineer (no comment received)  
Underwood School District (no comment received)  
Underwood Township Fire Department (no comment received)  
Pottawattamie County Sheriff (no comment)

**EXTERIOR ROAD:** The proposed building lots will have direct access onto 205<sup>th</sup> Street. Lots 2 & 3 of Matriarch Manor East will have a shared entrance. Lots 1 & 2 of Matriarch Manor West will have a shared entrance off of the road but will each have ownership to their own driveway. Lots 3 & 4 will have a shared entrance. Entrances have been reviewed and verbally approved by the Secondary Roads Department. The County Subdivision regulations require that all subdivisions be in areas in which the property lies immediately adjacent to and has access to a hardsurfaced street. This proposed subdivision, as previously noted, meets this requirement. The Iowa Department of Transportation Traffic Flow Map indicated an average traffic flow of 280 vehicles per day.

**LAND USE PLAN:** In 2015 the County Comprehensive Plan 2030 was adopted. That Plan designates the Future Land Use of the subject property as Loess Hills.

**FLOOD HAZARD:** The Flood Insurance Study prepared by the Federal Emergency Management Agency for the County designates in the Flood Insurance Rate Maps that the majority of the property as being in a Zone X-Areas of minimum flooding.

**COMMISSION**

**RECOMMENDATION:** On February 14, 2022 the Planning Commission conducted their public hearing on this request and made the following recommendation:

Motion: to recommend that the request of Matriarch Manor LLC, as filed under Case #SUB-2022-01, be approved as submitted.

Motion by: B. Larson.

Second by: Leaders.

Vote: Ayes –Silkworth, Leaders, B. Larson, Wede. Motion Carried

INDEX LEGEND

DATE OF SURVEY: 1/24/2022  
SURVEYOR: Dean A. Wilke, PLS #17048  
COUNTY: Pottawattamie  
SECTION: 4 TOWNSHIP: 75N RANGE: 43W  
ALIQUOT PART: N1/2 SE1/4  
TAX ADDRESS: 18389 Sunnydale Road Council Bluffs, IA 51503  
PROPRIETOR(S): Matriarch Manor, LLC  
REQUESTED BY: Doreen Blakely

Attachment 1

Case# SUB-2022-01

WILKE LAND SURVEYING INC. - 401 1800TH ST. PANAMA, IOWA 51562 - PHONE (712)489-2898 CELL (712)579-0551

PAGE 1 OF 2  
JOB #2021160

**PRELIMINARY PLAT OF MATRIARCH MANOR EAST**  
PART OF THE N1/2 OF THE SE1/4 OF  
SECTION 4, T75N, R43W OF THE 5TH P.M., POTTAWATTAMIE COUNTY, IOWA

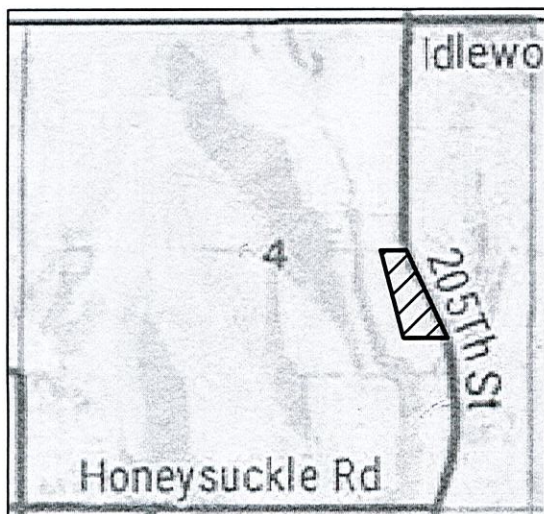
LEGAL DESCRIPTION:

A parcel of land containing part of the North Half of the Southeast Quarter of Section 4, Township 75 North, Range 43 West of the 5th Principal Meridian, Pottawattamie County, Iowa, described as follows:

Commencing at the Northeast Corner of the Southeast Quarter of said Section 4; thence North 89°07'11" West (Assumed Bearing) along a portion of the North line of said Southeast Quarter a distance of 1282.78 feet to a point on the non-tangent centerline curve of 205th Street, said Corner being the point of beginning; thence continuing North 89°07'11" West along said North line a distance of 384.23 feet; thence South 18°00'36" East a distance of 837.53 feet; thence South 89°07'11" East a distance of 497.88 feet to said centerline of 205th Street; thence Northerly along said centerline the following two (2) courses: 1) thence North 25°49'45" West a distance of 749.06 feet to the point of curvature of said non-tangent curve; 2) thence Northwesterly 132.54 feet along a portion of said non-tangent centerline curve with a 705.50 foot radius concave to the Northeast with a chord bearing of North 20°26'51" West and a chord length of 132.35 feet to the point of beginning. Said parcel contains 7.910 acres, more or less, including 0.667 acre of county road right-of-way along the East side thereof, and is subject to any and all easements apparent or of record.

SURVEYOR NOTES:

1. FEMA Flood Insurance Rate Map Number 19155C0410F (revised 04/16/2013) does not show the subject property being in a designated flood hazard area.
2. 205th Street has a ±22' wide seal coat surface.
3. Lot 1 is proposed to have its own private road/driveway entrance.
4. Lot 2 and Lot 3 are proposed to share a single road/driveway entrance. A shared 50' by 50' area will be dedicated as shown by the hatched area hereon.
5. Lots 1, 2, & 3 are proposed to have rural water service.
6. Lots 1, 2, & 3 are proposed to have private septic systems.
7. The contours and contour elevations shown hereon are approximate.
8. Bench Mark Elevation: 1131.39' NAVD 88 (Iowa Dept. of Trans. RTN GPS Network - Zone 6)  
Top of a 5/8" diameter rebar as the R.O.W. Corner monument  
±28.1' South and ±23.2' West of the Southeast Corner of Lot 3  
of this subdivision.



SECTION 4-T75N-R43W  
SCALE: 1"=2000'

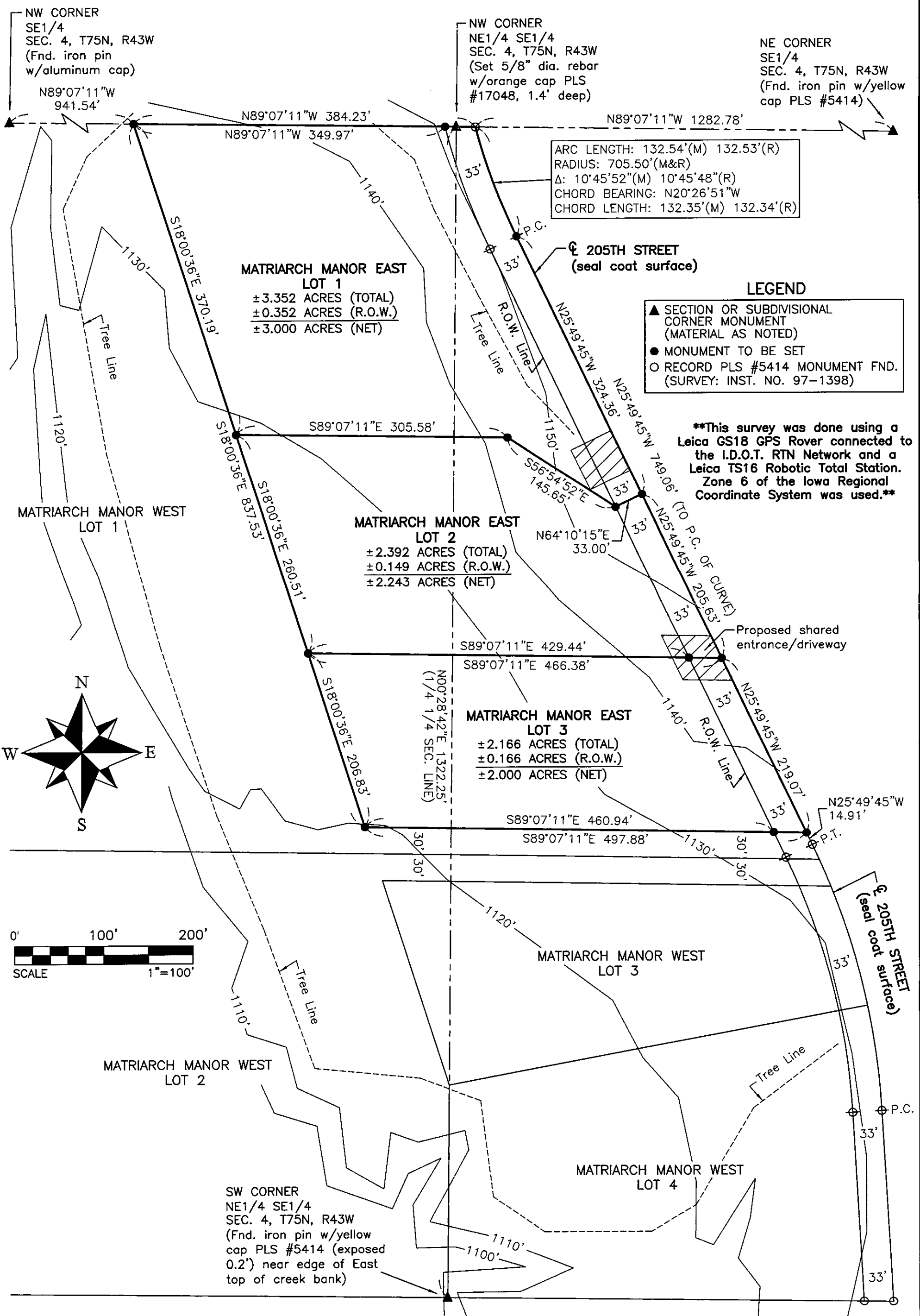


I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

*Dean A. Wilke* / 1/25/2022  
Dean A. Wilke Date

License number 17048  
My license renewal date is December 31, 2023  
Pages or sheets covered by this seal: Pages 1 & 2 of this document.

**PRELIMINARY PLAT OF MATRIARCH MANOR EAST**  
 PART OF THE N1/2 OF THE SE1/4 OF  
 SECTION 4, T75N, R43W OF THE 5TH P.M., POTTAWATTAMIE COUNTY, IOWA



**\*\*This survey was done using a Leica GS18 GPS Rover connected to the I.D.O.T. RTN Network and a Leica TS16 Robotic Total Station. Zone 6 of the Iowa Regional Coordinate System was used.\*\***

INDEX LEGEND

DATE OF SURVEY: 1/14/2022  
SURVEYOR: Dean A. Wilke, PLS #17048  
COUNTY: Pottawattamie  
SECTION: 4 TOWNSHIP: 75N RANGE: 43W  
ALIQUOT PART: N1/2 SE1/4  
TAX ADDRESS: 18389 Sunnydale Road Council Bluffs, IA 51503  
PROPRIETOR(S): Matriarch Manor, LLC  
REQUESTED BY: Doreen Blakely

Attachment 2

Case # SUB-2022-01

WILKE LAND SURVEYING INC. - 401 1800TH ST. PANAMA, IOWA 51562 - PHONE (712)489-2898 CELL (712)579-0551

PAGE 1 OF 2  
JOB #2021160

**PRELIMINARY PLAT OF MATRIARCH MANOR WEST**  
PART OF THE N1/2 OF THE SE1/4 OF  
SECTION 4, T75N, R43W OF THE 5TH P.M., POTTAWATTAMIE COUNTY, IOWA

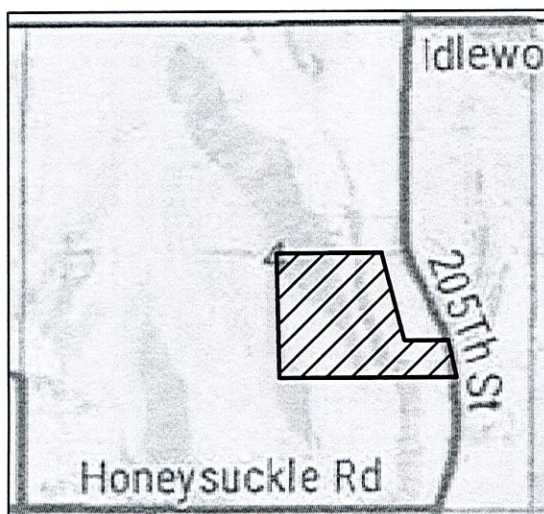
LEGAL DESCRIPTION:

A parcel of land containing part of the North Half of the Southeast Quarter of Section 4, Township 75 North, Range 43 West of the 5th Principal Meridian, Pottawattamie County, Iowa, described as follows:

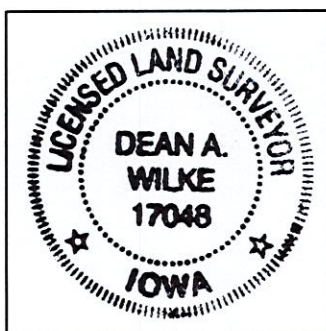
Commencing at the Northeast Corner of the Southeast Quarter of said Section 4; thence North 89°07'11" West (Assumed Bearing) along a portion of the North line of said Southeast Quarter a distance of 1667.01 feet to the point of beginning; thence continuing North 89°07'11" West along said North line a distance of 941.54 feet to the Northwest Corner of said Southeast Quarter; thence South 00°35'30" West along the West line of the Northwest Quarter of said Southeast Quarter a distance of 1327.62 feet to the Southwest Corner of said Northwest Quarter of the Southeast Quarter; thence South 89°21'21" East along the South line of said Northwest Quarter of the Southeast Quarter a distance of 1306.87 feet to the Southwest Corner of the Northeast Quarter of said Southeast Quarter; thence South 89°22'21" East along a portion of the South line of said Northeast Quarter of the Southeast Quarter a distance of 502.76 feet to the centerline of 205th Street; thence Northwesterly along said centerline the following three (3) courses: 1) thence North 03°25'48" West a distance of 215.80 feet; 2) thence 312.31 feet along a 797.77 foot radius non-tangent curve with a chord bearing of North 14°35'43" West and a chord length of 310.32 feet; 3) thence North 25°49'45" West a distance of 14.91 feet; thence North 89°07'11" West a distance of 497.88 feet; thence North 18°00'36" West a distance of 837.53 feet to the point of beginning. Said parcel contains 41.257 acres, more or less, including 0.411 acre of county road right-of-way along a portion of the East side thereof, and is subject to any and all easements apparent or of record.

SURVEYOR NOTES:

1. FEMA Flood Insurance Rate Map Number 19155C0410F (revised 04/16/2013) does not show the subject property being in a designated flood hazard area.
2. 205th Street has a ±22' wide seal coat surface.
3. Lot 1 and Lot 2 are proposed to share a single road/driveway entrance. A shared 50' by 50' area will be dedicated as shown by the hatched area hereon.
4. Lot 3 and Lot 4 are proposed to share a single road/driveway entrance. A shared 50' by 50' area will be dedicated as shown by the hatched area hereon.
5. Lots 1, 2, 3, & 4 are proposed to have rural water service.
6. Lots 1, 2, 3, & 4 are proposed to have private septic systems.
7. The contours and contour elevations shown hereon are approximate.
8. Bench Mark Elevation: 1131.39' NAVD 88 (Iowa Dept. of Trans. RTN GPS Network - Zone 6)  
Top of a 5/8" diameter rebar as the R.O.W. Corner monument  
±40.4' West and ± 8.2' North of the Northeast Corner of Lot 3  
of this subdivision.



SECTION 4-T75N-R43W  
SCALE: 1"=2000'

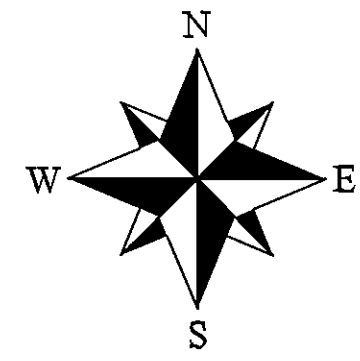


I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

*Dean A. Wilke* 1/25/2022  
Dean A. Wilke Date

License number 17048  
My license renewal date is December 31, 2023  
Pages or sheets covered by this seal: Pages 1 & 2 of this document.

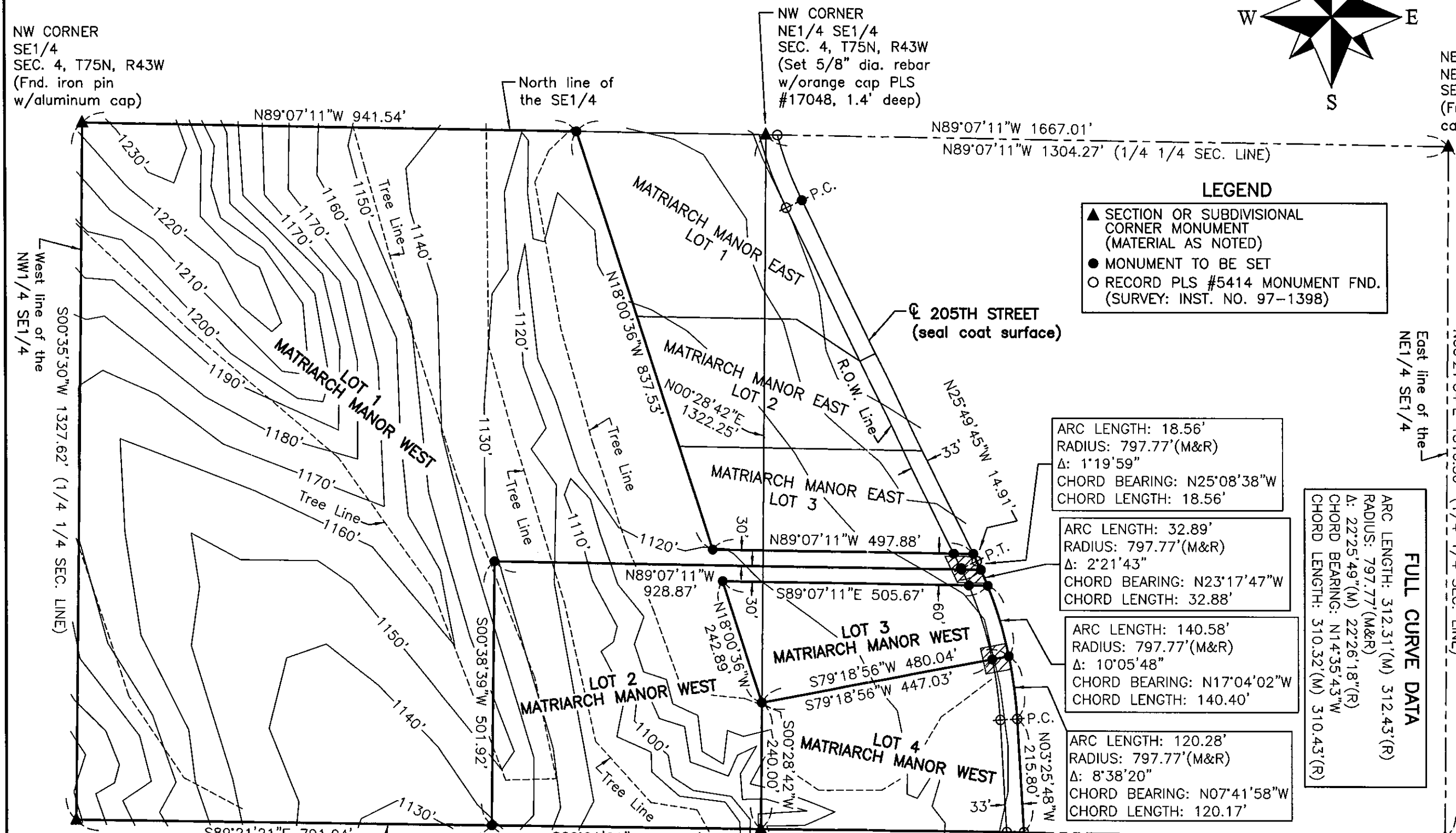
**PRELIMINARY PLAT OF MATRIARCH MANOR WEST**  
 PART OF THE N1/2 OF THE SE1/4 OF  
 SECTION 4, T75N, R43W OF THE 5TH P.M., POTTAWATTAMIE COUNTY, IOWA



NW CORNER  
 SE1/4  
 SEC. 4, T75N, R43W  
 (Fnd. iron pin  
 w/aluminum cap)

NW CORNER  
 NE1/4 SE1/4  
 SEC. 4, T75N, R43W  
 (Set 5/8" dia. rebar  
 w/orange cap PLS  
 #17048, 1.4' deep)

NE CORNER  
 NE1/4 SE1/4  
 SEC. 4, T75N, R43W  
 (Fnd. iron pin w/yellow  
 cap PLS #5414)



**LEGEND**

- ▲ SECTION OR SUBDIVISION CORNER MONUMENT (MATERIAL AS NOTED)
- MONUMENT TO BE SET
- RECORD PLS #5414 MONUMENT FND. (SURVEY: INST. NO. 97-1398)

**SUBDIVISION  
 ACRE SUMMARY TABLE**

LOT	ACRES (TOTAL)	ACRES (R.O.W.)	ACRES (NET)
LOT 1 Matriarch Manor West	± 29.896	± 0.025	± 29.871
LOT 2 Matriarch Manor West	± 6.000	± 0.025	± 5.975
LOT 3 Matriarch Manor West	± 2.109	± 0.109	± 2.000
LOT 4 Matriarch Manor West	± 3.252	± 0.252	± 3.000

ARC LENGTH: 18.56'  
 RADIUS: 797.77'(M&R)  
 Δ: 1°19'59"  
 CHORD BEARING: N25°08'38"W  
 CHORD LENGTH: 18.56'

ARC LENGTH: 32.89'  
 RADIUS: 797.77'(M&R)  
 Δ: 2°21'43"  
 CHORD BEARING: N23°17'47"W  
 CHORD LENGTH: 32.88'

ARC LENGTH: 140.58'  
 RADIUS: 797.77'(M&R)  
 Δ: 10°05'48"  
 CHORD BEARING: N17°04'02"W  
 CHORD LENGTH: 140.40'

ARC LENGTH: 120.28'  
 RADIUS: 797.77'(M&R)  
 Δ: 8°38'20"  
 CHORD BEARING: N07°41'58"W  
 CHORD LENGTH: 120.17'

**FULL CURVE DATA**

ARC LENGTH: 312.31'(M) 312.43'(R)  
 RADIUS: 797.77'(M&R)  
 Δ: 22°25'49"(M) 22°26'18"(R)  
 CHORD BEARING: N14°35'43"W  
 CHORD LENGTH: 310.32'(M) 310.43'(R)

SW CORNER  
 NW1/4 SE1/4  
 SEC. 4, T75N, R43W  
 (Fnd. iron pin w/yellow  
 cap PLS #5414)

SW CORNER  
 NE1/4 SE1/4  
 SEC. 4, T75N, R43W  
 (Fnd. iron pin w/yellow  
 cap PLS #5414 (exposed  
 0.2') near edge of East  
 top of creek bank)

SE CORNER  
 NE1/4 SE1/4  
 SEC. 4, T75N, R43W  
 (Fnd. iron pin w/yellow  
 cap PLS #5414)

**\*\*This survey was done using a Leica GS18  
 GPS Rover connected to the I.D.O.T. RTN  
 Network and a Leica TS16 Robotic Total  
 Station. Zone 6 of the Iowa Regional  
 Coordinate System was used.\*\***

WILKE LAND SURVEYING INC. - 401 1800TH ST. PANAMA, IOWA 51562 - PHONE (712)489-2898 CELL (712)579-0551

**Matt Wyant/Director, Planning and  
Development and/or Pam Kalstrup/Zoning &  
Land Use Coordinator, Planning and  
Development.**

**Public Hearing on proposed preliminary  
plats of Liston Subdivision, subdivision  
situated in Lake Township, and to approve  
and authorize Board to sign Planning and  
Zoning Resolution No. 2022-05.**

**RECORDER'S COVER SHEET**

Prepared by:

Pottawattamie County Office of Planning and Development  
223 South 6<sup>th</sup> Street, Suite 4  
Council Bluffs, IA 51501-4245  
(712) 328-5792

Return Document to:

Pottawattamie County Office of Planning and Development  
223 South 6<sup>th</sup> Street, Suite 4  
Council Bluffs, IA 51501-4245  
(712) 328-5792

Document Title:

Pottawattamie County  
Planning and Zoning Resolution #2022-05



**PLANNING AND ZONING  
RESOLUTION NO. 2022-05**

**WHEREAS**, the proposed preliminary plat and supporting documents for **Liston Subdivision**, subdivision situated in **Lake Township**, has been filed with the Pottawattamie County Planning and Zoning Commission for its study and recommendation under **Case #SUB-2022-02**; and

**WHEREAS**, said Commission conducted a public hearing on **February 14, 2022**, in accordance with Chapter 9.04 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, and has given all parties an opportunity to be heard; and

**WHEREAS**, after careful study and being thoroughly familiar with the involved real estate and the surrounding area, said Commission has submitted its written recommendation to this Board to approve the preliminary plat; and

**WHEREAS**, this Board conducted a public hearing on **March 15, 2022** in accordance with the above-noted Ordinance and Statute, and has examined the proposed preliminary plat; and

**WHEREAS**, after careful study, and due consideration this Board has determined that the proposed preliminary plat conforms to the requirements of Chapter 9.01-9.30. Subdivision Ordinance of the Pottawattamie County, Iowa, Code; the Pottawattamie County, Iowa, Land Use Plan and Chapter 354, Code of Iowa, and has deemed it to be in the best interest of Pottawattamie County, Iowa, to concur with the County's Planning and Zoning Commission's recommendation:

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA:** That the proposed preliminary plat of **Liston Subdivision**, be, and the same is hereby approved as the preliminary plat of said subdivision.

Provided however, that this Resolution shall not be construed as being a final acceptance or approval of said Plat with the meaning of Chapter 9.01-9.30, Subdivision Ordinance, of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa; that after completion of all improvements and satisfaction of all requirements for final plats required by the State and County Ordinances and this Resolution, the final plat shall be submitted to this Board for its consideration.

PASSED AND APPROVED March 15, 2022.

	<b>AYE</b>	<b>ROLL NAY</b>	<b>CALL ABSTAIN</b>	<b>VOTE ABSENT</b>
_____ Tim Wichman, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott Belt	<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"/>
_____ Brian Shea	<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"/>

Attest: \_\_\_\_\_  
Melvyn Houser, County Auditor  
Pottawattamie County, Iowa

RECORD: After Passage

**TO:** Board of Supervisors  
**FROM:** Pam Kalstrup  
**DATE:** February 23, 2022

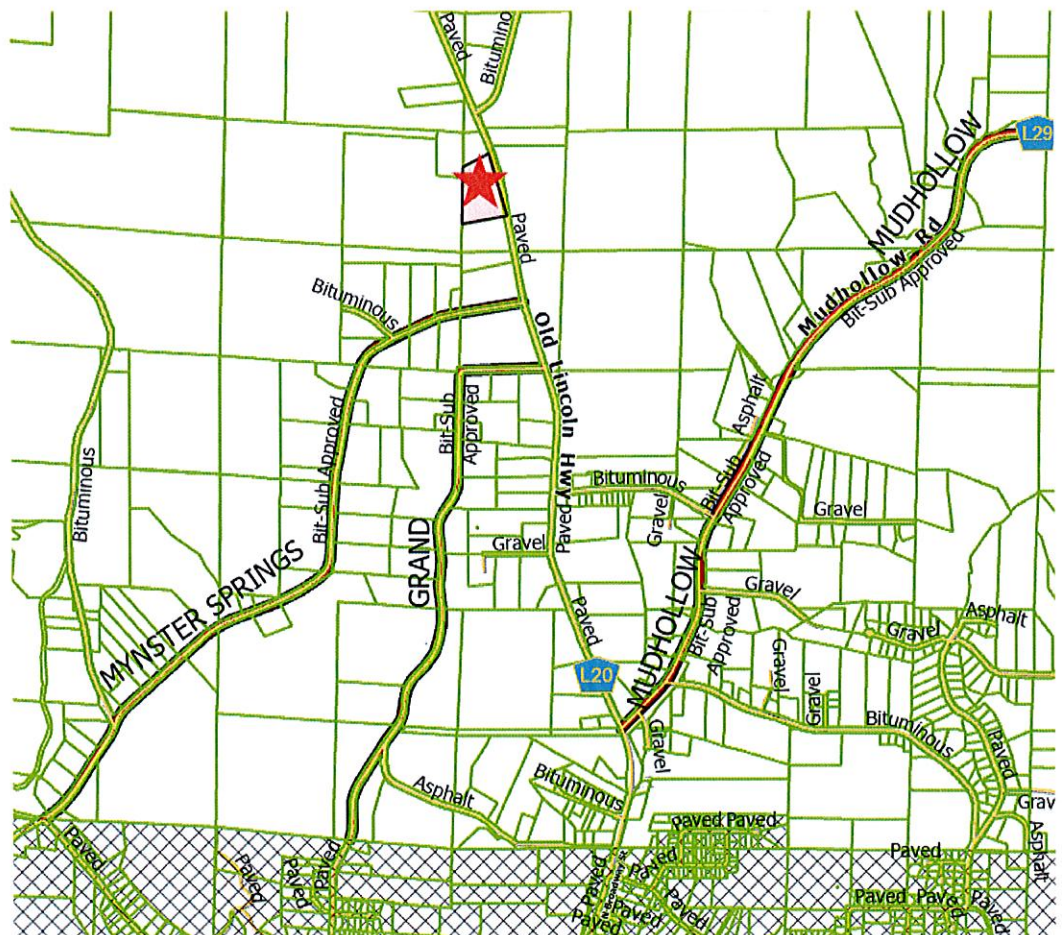
**RE:** Case #SUB-2022-02

**REQUEST:** Preliminary plat approval of Liston Subdivision

**LOCATION:** Lake Township

**LEGAL DESCRIPTION:** 7-75-43 PT LTS 2 & 3 COMM 377.9'S NW COR LT 2 TH NE318.63' SE832.19' WLY474.03'N536.54' TO POB

The subject property is located approximately 1 1/4 miles to the north of the city limits of Council Bluffs at 20296 Old Lincoln Highway.



**PROPERTY OWNER:** John E Liston

**SURVEYOR:** Rogers Surveying

**GENERAL  
INFORMATION:**

The applicant has made this request in order to allow him to split his property into two lots via a minor subdivision. The property meets the criteria as stated in 9.01.065 Exceptions of the Pottawattamie County, Iowa Subdivision Ordinance (see below). The City of Council Bluffs has reviewed and given approval to this proposal. The applicant plans to demolish the existing homes and construct two new homes. SEE ATTACHMENT 1.

**SITE REVIEW:**

The parcel consists of 6.04 acres. There are currently two single family dwellings on the property, septic systems and regional water.



**AREA REVIEW:**

The subject property is located immediately adjacent to Old Lincoln Highway, a paved County Road. The current Iowa Department of Transportation Traffic Flow Map indicated an average traffic flow of 2770 vehicles per day.

The properties in the immediate area are a mixture of rural residential acreages, commercial property (The Mile Away is directly to the south), timber and agricultural ground.



**ZONING:**

The subject property is currently located in a Class A-4 (Loess Hills) District.

8.014.010 INTENT: The Class A-4 District is intended to preserve the unique natural and environment characteristics of the Loess Hills' rare soils and topographic region of western Pottawattamie County, Iowa and at the same time allow for appropriate types and scales of development. Primary uses of these lands has historically been grasslands with significant regions cultivated for farming, as well as many farm dwellings and non-farm households adjacent or having access to hard surfaced street. (Ordinance #2015-05/12-18-2015)

Subsection 8.014.020.04 of the Pottawattamie County, Iowa, Code, lists "Platted minor subdivisions for single-family dwellings, when located on a hard surfaced street or an official bituminous road", as a permitted principal use in the Class A-4 District.

The minimum standards for the A-4 District with individual septic systems and municipal common water are as follows:

	Minimum
Lot Size	1.0 Acres
Lot Width	125'
Lot Depth	200'

It appears that the proposed lot sizes, lot widths and lot depths conform to the minimums.

**SUBDIVISION  
ORDINANCE:**

Subsection 9.01.065 states:

**9.01.065 EXCEPTIONS:** *A minor subdivision plat may be prepared for an existing parcel being divided if it meets these allowed exceptions: (Ordinance #2018-03/05-10-18)*

*.01 A minor subdivision plat may be prepared for an existing parcel being divided into two lots where the tract of record has previously been divided into more than four (4) parcels if all of the following are met:*

- A. Zoning requirements for minimum size and access can be met.
- B. Adjoins buildable platted property (not outlots) on rear and sides or property has double frontage.
- C. Existing parcel is more than four times the minimum parcel size in respective zoning district.
- D. Does not cause conflict with future access or development to subject parcel and/or adjacent parcels.

**SEWAGE  
DISPOSAL:**

Where an adequate public or common sanitary sewer system is not reasonably accessible or not required, onsite wastewater treatment and disposal systems may be used for the purpose of providing a private means of sewage disposal for each lot in the subdivision.

- A. The developer shall submit, with the preliminary plat, acceptable evidence of the suitability of the soil for onsite wastewater treatment and disposal systems on the site. The developer may be required to make one (1) or more soil boring tests and/or preliminary percolation tests within the boundaries of the subdivision if the evidence is deemed unacceptable by the County Board. Each test hole shall be numbered and its location and results shown on the final construction plans. All tests shall be performed in accordance with the Pottawattamie County, Iowa, Onsite Wastewater Treatment and Disposal System Ordinance.
- B. Lots where onsite wastewater treatment and disposal systems are proposed shall provide adequate space for two (2) such systems. The area dedicated for the second system is provided as a back up when the first system fails.
- C. Onsite wastewater treatment and disposal systems, if approved, may be installed at the expense of the developer, or at the expense of a subsequent lot owner at the time development of the lot takes place.

The existing homes have septic systems. It is the applicant's intent to serve the lots with onsite wastewater treatment and disposal systems.

**WATER SUPPLY:** The current homes are serviced by Regional Water, as will the new proposed homes.

**COVENANTS:** None proposed.

**OTHER AGENICES  
COMMENTS:** A copy of the preliminary plat has been forwarded to the following agencies.

Pottawattamie County Engineer (no comment received)  
Council Bluffs School District (no comment received)  
Crescent Township Fire Department (no comment received)  
Pottawattamie County Sheriff (no comment)

**EXTERIOR ROAD:** The lots will have direct access onto Old Lincoln Highway via an existing shared entrance. The County Subdivision regulations require that all subdivisions be in areas in

which the property lies immediately adjacent to and has access to a hardsurfaced street. This proposed subdivision, as previously noted, meets this requirement. The Iowa Department of Transportation Traffic Flow Map indicated an average traffic flow of 2770 vehicles per day.

**LAND USE PLAN:** In 2015 the County Comprehensive Plan 2030 was adopted. That Plan designates the Future Land Use of the subject property as Loess Hills.

**FLOOD HAZARD:** The Flood Insurance Study prepared by the Federal Emergency Management Agency for the County designates in the Flood Insurance Rate Maps that the majority of the property as being in a Zone X-Areas of minimum flooding.

**COMMISSION**

**RECOMMENDATION:** On February 14, 2022 the Planning Commission conducted their public hearing on this request and made the following recommendation:

**Motion:** to recommend that the request of John Liston, as filed under Case #SUB-2022-02, be approved as submitted.

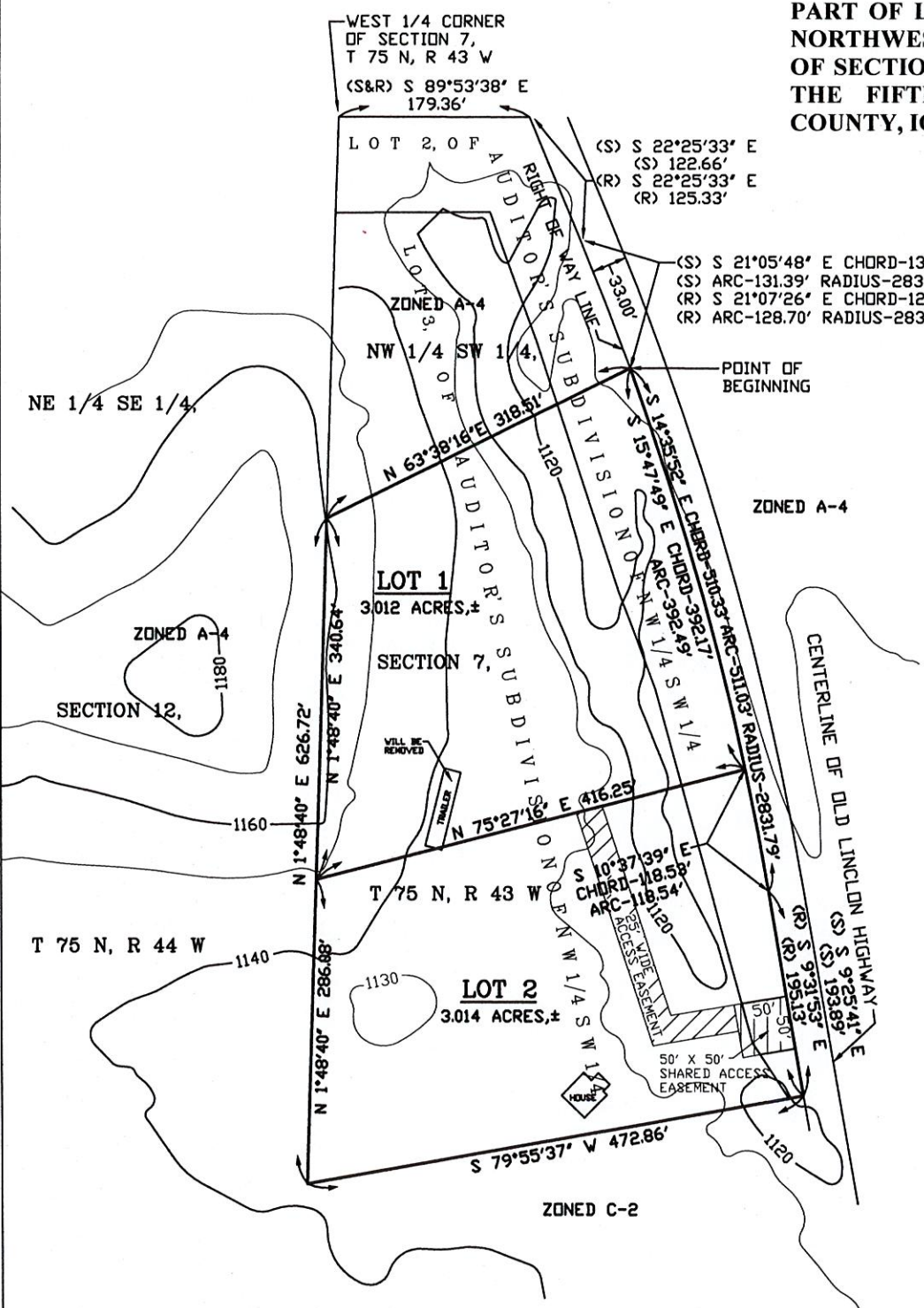
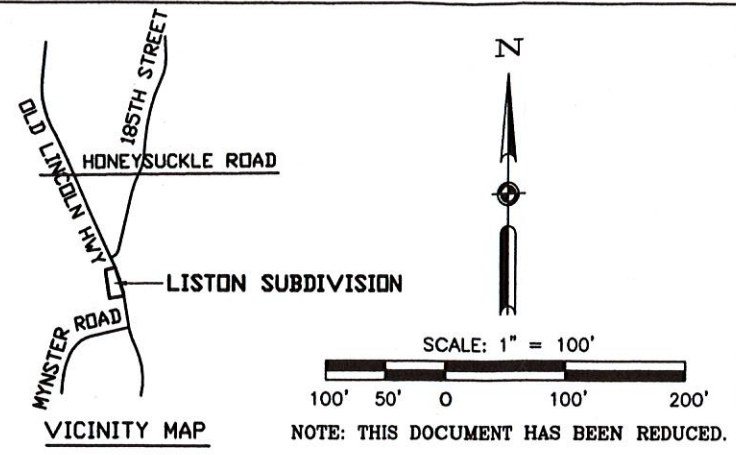
**Motion by:** Leaders.

**Second by:** B. Larson.

**Vote:** Ayes –Silkworth, Leaders, B. Larson, Wede. Motion Carried.

# PRELIMINARY PLAT OF LISTON SUBDIVISION

A PARCEL OF LAND LOCATED IN PART OF LOT 2 AND IN A PART OF LOT 3 OF AN AUDITOR'S SUBDIVISION OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, TOWNSHIP 75 NORTH, RANGE 43 WEST OF THE FIFTH PRINCIPAL MERIDIAN, POTTAWATTAMIE COUNTY, IOWA.



**LEGAL DESCRIPTION:**

A PARCEL OF LAND LOCATED IN PART OF LOT 2 AND IN A PART OF LOT 3 OF AN AUDITOR'S SUBDIVISION OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, TOWNSHIP 75 NORTH, RANGE 43 WEST OF THE FIFTH PRINCIPAL MERIDIAN, POTTAWATTAMIE COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 7; THENCE SOUTH 89°53'38" EAST, ALONG THE NORTH LINE OF SAID NORTHWEST QUARTER OF THE SOUTHWEST QUARTER, A DISTANCE OF 179.36 FEET TO A POINT ON THE WESTERLY RIGHT OF WAY LINE OF OLD LINCOLN HIGHWAY; THENCE SOUTH 22°25'33" EAST, ALONG SAID WESTERLY RIGHT OF WAY LINE OF OLD LINCOLN HIGHWAY, A DISTANCE OF 122.66 FEET TO THE BEGINNING OF A TANGENT CIRCULAR CURVE CONCAVE SOUTHWESTERLY AND HAVING A RADIUS OF 2831.79 FEET; THENCE SOUTHEASTERLY ALONG SAID WESTERLY RIGHT OF WAY LINE OF OLD LINCOLN HIGHWAY AND ALONG SAID CURVE AN ARC LENGTH OF 131.39 FEET AND HAVING A CHORD BEARING AND DISTANCE OF SOUTH 21°05'48" EAST, 131.37 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTHEASTERLY ALONG SAID WESTERLY RIGHT OF WAY LINE OF OLD LINCOLN HIGHWAY AND ALONG SAID CURVE AN ARC LENGTH OF 511.03 FEET AND HAVING A CHORD BEARING AND DISTANCE OF SOUTH 14°35'52" EAST, 510.33 FEET TO THE END OF SAID CURVE; THENCE SOUTH 9°25'41" EAST, ALONG SAID WESTERLY RIGHT OF WAY LINE OF OLD LINCOLN HIGHWAY, A DISTANCE OF 193.89 FEET; THENCE SOUTH 79°55'37" WEST A DISTANCE OF 472.86 FEET TO A POINT ON THE WEST LINE OF SAID NORTHWEST QUARTER OF THE SOUTHWEST QUARTER; THENCE NORTH 1°48'40" EAST, ALONG THE WEST LINE OF SAID NORTHWEST QUARTER OF THE SOUTHWEST QUARTER, A DISTANCE OF 626.72 FEET; THENCE NORTH 63°38'16" EAST A DISTANCE OF 318.51 FEET TO THE POINT OF BEGINNING. SAID PARCEL CONTAINS 6.026 ACRES, MORE OR LESS.

NOTE: THE WEST LINE OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 7 IS ASSUMED TO BEAR NORTH 1°48'40" EAST FOR THIS DESCRIPTION.

**ZONING:**

EXISTING AND PROPOSED ZONING FOR PROPOSED LISTON SUBDIVISION IS CLASS A-4 DISTRICT.

EXISTING ZONING THE ABUTTING THE SOUTH IS ZONED CLASS C-2 DISTRICT. ALL LAND ABUTTING THE REST PROPOSED LISTON SUBDIVISION IS CLASS A-4 DISTRICT.

**BUILDING SETBACKS:**

FRONT: 75' MINIMUM FROM RIGHT OF WAY  
SIDEYARD: 25' MINIMUM  
REARYARD: 50' MINIMUM

**NOTE:**

PROPOSED SEWER : INDIVIDUAL SEPTIC TANKS AND LATERALS.  
PROPOSED WATER : CITY WATER

**NOTE:**

THE TRAILER WILL BE REMOVED.

**NOTE:**

THE 10 FOOT CONTOUR INTERVALS WERE TAKEN FROM GIS MAPPING, POTTAWATTAMIE COUNTY, IOWA.



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY 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.

*Carl H. Rogers, Jr.* **JANUARY 31, 2022**  
CARL H. ROGERS, JR. DATE

LICENSE NUMBER: 7717  
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2022.  
NUMBER OF SHEETS COVERED BY THIS SEAL: SHEET 1 OF 1

<b>ROGERS SURVEYING</b>		
1688 ROLLING HILLS LOOP COUNCIL BLUFFS, IOWA		
SCALE: 1" = 100'	PHONE:	DRAWN BY: J.A.T.
DATE: 1-31-2022	(402) 689-1549	REVISED
TITLE: <b>PRELIMINARY PLAT OF LISTON SUBDIVISION</b>		
CLIENT: JOHN LISTON 1005 HARMONY STREET COUNCIL BLUFFS, IOWA 51503		SHEET 1 OF 1

**Craig Wilson**

**Discussion and/or decision on maintenance  
of Dumfries Ave.**



**Grant Anderson/MAPA – Discussion  
and/or decision to:**

**Approve and authorize Chairman to sign  
Program Agreement between MAPA and  
Pottawattamie for Amendment 3 for  
Cities Iowa Downtown Revitalization –  
19POTT01-Pottawattamie County, Iowa  
Downtown Revitalization**

CONTRACT COVER PLATE  
(Amendment 3)

CONTRACT IDENTIFICATION

1. Contract Number: 19POTT01 - County of Pottawattamie County, Iowa
2. Title: Pottawattamie County, Iowa Downtown Revitalization
3. Effective Date: July 11, 2018
4. Completion Date: May 31, 2022

CONTRACT PARTIES

5. Omaha-Council Bluffs Metropolitan Area Planning Agency  
2222 Cuming Street  
Omaha, NE 68102
6. County of Pottawattamie County, Iowa  
227 South 6<sup>th</sup> Street  
Council Bluffs, IA 51501

ACCOUNTING DATA

7. Contract - \$30,000

DATES OF SIGNING AND MAPA BOARD APPROVAL

8. Date of Legal Review - 2-25-22
9. Date of MAPA Board Approval - 2-24-22
10. Date of County of Pottawattamie County Approval -

AMENDMENT TO THE AGREEMENT BETWEEN  
THE OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY  
AND  
POTTAWATTAMIE COUNTY, IOWA

WHEREAS, the Omaha-Council Bluffs Metropolitan Area Planning Agency (Planning Agency) and the County of Pottawattamie County, Iowa (County) entered into an agreement made effective on July 11, 2018 for general administration services related to the Iowa Economic Development Authority's Community Development Block Grant-Downtown Revitalization (CDBG-DTR), Contract Number 18-DTR-004, and

WHEREAS, the parties hereto do mutually agree as follows:

THAT, the Completion Date, on the the Contract Cover plate of said Agreement dated July 11, 2018 be and is hereby amended to read as follows:

"Completion Date: May 31, 2022"

AND THAT, the Time of Performance paragraph on page 3 of said Agreement dated July 11, 2018 be and is hereby amended to read as follows:

"5. Time of Performance. The services of the Planning Agency are to commence on July 11, 2018 and end May 31, 2022."

AND THAT, CDBG-DTR program-related laws and provisions, including compliance with Section 3, shall be added to said Agreement as an addendum attached hereto and labeled "DTR General Administration Contract Amendment 2, Attachment A – Required Contract Provisions."

The parties hereto further agree that except as herein expressly provided, the Agreement entered into by the parties made effective on July 11, 2021 shall be unchanged and remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereto caused this Amendatory Agreement to be executed by their proper officers and representatives.

Attest: \_\_\_\_\_



OMAHA-COUNCIL BLUFFS  
METROPOLITAN AREA PLANNING AGENCY

by \_\_\_\_\_

 DATE: 3/1/22  
Chair, Board of Directors

POTTAWATTAMIE COUNTY, IOWA

Attest: \_\_\_\_\_

by \_\_\_\_\_

DATE: \_\_\_\_\_  
Chair, Board of Supervisors

**Grant Anderson/MAPA – Discussion  
and/or decision to:**

**Approve and authorize Chairman to sign  
Cornerstone Commercial Contractors pay  
application no. 09 for Carson/Macedonia  
downtown rehab.**

**PAYMENT APPLICATION**

TO: Pottawattamie County, Iowa 227 South 6th St Council Bluffs, IA 51501	PROJECT NAME AND LOCATION: Carson Macedonia Façade CDBG Pottawattamie County, Iowa Façade Re various locations Macedonia, Iowa and Carson, Iowa	APPLICATION # 9 PERIOD THRU: 02/23/2022 PROJECT #s: Pott County Façade DATE OF CONTRACT: 03/10/2021	Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> <input type="checkbox"/>
FROM: Cornerstone Commercial Contractors, Inc. 401 7th St Corning, Iowa 50841	ARCHITECT: The Franks Design Group 410 First Street Glenwood, Iowa 51534		
FOR: façade rehabilitation			

**CONTRACTOR'S SUMMARY OF WORK**

Application is made for payment as shown below.  
Continuation Page is attached.

1. CONTRACT AMOUNT	\$464,670.00
2. SUM OF ALL CHANGE ORDERS	\$102,035.00
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$566,705.00
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$464,134.15
5. RETAINAGE:	
a. 5.00% of Completed Work (Columns D + E on Continuation Page)	\$22,302.16
b. 5.00% of Material Stored (Column F on Continuation Page)	\$904.55
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$23,206.71
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$440,927.44
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$383,906.87
8. PAYMENT DUE	\$57,020.57
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$125,777.56

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$152,033.00	(\$49,998.00)
Total approved this month	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$152,033.00</b>	<b>(\$49,998.00)</b>
<b>NET CHANGES</b>	<b>\$102,035.00</b>	

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: Cornerstone Commercial Contractors, Inc.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Jason Kentner, owner

State of: Iowa  
County of: Adams

Subscribed and sworn to before  
me this 23rd day of February 2022

Jason Kentner  
Digitally signed by Jason Kentner  
Date: 2022.02.23 16:23:42 -06'00'


Notary Public: Jaime Johnston  
My Commission Expires: 01-19-2025

**ARCHITECT'S CERTIFICATION**

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) Architect knows of no reason why payment should not be made.

CERTIFIED AMOUNT..... **\$57,020.57**

(If the certified amount is different from the payment due, you should attach an explanation. Initial all the figures that are changed to match the certified amount.)

ARCHITECT:  Peter G. Franks, AIA, NCARB  
By: \_\_\_\_\_ Date: 3/2/2022

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

CONTINUATION PAGE

PROJECT: Carson Macedonia Façade APPLICATION #: 9  
 CDBG Pottawattamie County, Iowa Façade DATE OF APPLICATION: 02/23/2022  
 Rehab Project-Macedonia and Carson, Iowa PERIOD THRU: 02/23/2022  
 Payment Application containing Contractor's signature is attached. PROJECT #s: Pott County Façade

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		E AMOUNT THIS PERIOD	F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)	H % COMP. (G / C)	I BALANCE TO COMPLETION (C-G)	J RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS							
1	The Painted Camel 320 Main St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100%	\$0.00	
1a	Carpentry	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$4,500.00	100%	\$0.00		
1b	Aluminum storefront	\$8,952.00	\$8,952.00	\$0.00	\$0.00	\$8,952.00	100%	\$0.00		
1c	Paint	\$2,694.00	\$2,694.00	\$0.00	\$0.00	\$2,694.00	100%	\$0.00		
1d	Misc materials	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00		
1e	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00		
1f	General conditions, overhead and	\$4,161.00	\$4,161.00	\$0.00	\$0.00	\$4,161.00	100%	\$0.00		
1g	Allowance #1	\$8,000.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	100%	\$0.00		
1h	CO #1 additional carpentry at	\$1,711.00	\$1,711.00	\$0.00	\$0.00	\$1,711.00	100%	\$0.00		
2	Pioneer Trail Museum Annex 318	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
2a	Masonry	\$5,882.00	\$5,882.00	\$0.00	\$0.00	\$5,882.00	100%	\$0.00		
2b	Carpentry	\$3,500.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00	100%	\$0.00		
2c	Aluminum storefront	\$8,200.00	\$8,200.00	\$0.00	\$0.00	\$8,200.00	100%	\$0.00		
2d	Paint	\$2,679.00	\$2,679.00	\$0.00	\$0.00	\$2,679.00	100%	\$0.00		
2e	Misc materials	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00		
2f	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00		
2g	General condtions, overhead and	\$4,984.00	\$4,984.00	\$0.00	\$0.00	\$4,984.00	100%	\$0.00		
2h	CO #1 replace rotten wood	\$682.00	\$682.00	\$0.00	\$0.00	\$682.00	100%	\$0.00		
2i	CO #1 add cornice to building	\$10,518.00	\$3,155.40	\$2,103.60	\$0.00	\$5,259.00	50%	\$5,259.00		
3	Pioneer Trail Museum Storage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
3a	Carpentry	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100%	\$0.00		
3b	Paint	\$3,579.00	\$3,579.00	\$0.00	\$0.00	\$3,579.00	100%	\$0.00		
3c	Door Rehab	\$900.00	\$900.00	\$0.00	\$0.00	\$900.00	100%	\$0.00		
3d	Misc materials	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00		
3e	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00		
3f	General condtions, overhead and	\$2,227.00	\$2,227.00	\$0.00	\$0.00	\$2,227.00	100%	\$0.00		
3g	CO #1 replace rotten wood	\$682.00	\$682.00	\$0.00	\$0.00	\$682.00	100%	\$0.00		
4	314 Bulding 314 Main St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
4a	Masonry	\$8,640.00	\$8,640.00	\$0.00	\$0.00	\$8,640.00	100%	\$0.00		
SUB-TOTALS		\$90,491.00	\$83,128.40	\$2,103.60	\$0.00	\$85,232.00	94%	\$5,259.00		

CONTINUATION PAGE

PROJECT: Carson Macedonia Façade APPLICATION #: 9  
 CDBG Pottawattamie County, Iowa Façade DATE OF APPLICATION: 02/23/2022  
 Rehab Project-Macedonia and Carson, Iowa PERIOD THRU: 02/23/2022  
 Payment Application containing Contractor's signature is attached. PROJECT #s: Pott County Façade

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)		H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		% COMP. (G / C)			
4b	Carpentry	\$3,500.00	\$700.00	\$0.00	\$0.00	\$700.00	20%	\$2,800.00	
4c	Paint	\$4,739.00	\$3,554.25	\$0.00	\$0.00	\$3,554.25	75%	\$1,184.75	
4d	Storm windows	\$2,700.00	\$0.00	\$0.00	\$2,700.00	\$2,700.00	100%	\$0.00	
4e	Misc materials	\$1,000.00	\$500.00	\$0.00	\$0.00	\$500.00	50%	\$500.00	
4f	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
4g	General conditons, overhead and	\$4,847.00	\$3,877.60	\$0.00	\$0.00	\$3,877.60	80%	\$969.40	
4h	CO #1 change to combination	\$1,523.00	\$0.00	\$0.00	\$1,523.00	\$1,523.00	100%	\$0.00	
5	312 Building 312 Main St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
5a	Masonry	\$13,680.00	\$13,680.00	\$0.00	\$0.00	\$13,680.00	100%	\$0.00	
5b	Carpentry	\$3,500.00	\$700.00	\$0.00	\$0.00	\$700.00	20%	\$2,800.00	
5c	Paint	\$4,739.00	\$1,658.65	\$0.00	\$0.00	\$1,658.65	35%	\$3,080.35	
5d	Storm windows	\$2,700.00	\$0.00	\$0.00	\$2,700.00	\$2,700.00	100%	\$0.00	
5e	Glazing	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$400.00	
5f	Misc materials	\$1,000.00	\$500.00	\$0.00	\$0.00	\$500.00	50%	\$500.00	
5g	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
5h	General conditons, overhead and	\$5,935.00	\$3,857.75	\$0.00	\$0.00	\$3,857.75	65%	\$2,077.25	
5i	CO #1 change to combination	\$1,523.00	\$0.00	\$0.00	\$1,523.00	\$1,523.00	100%	\$0.00	
6	Treynor State Bank 310 Main St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
6a	Masonry	\$9,240.00	\$9,240.00	\$0.00	\$0.00	\$9,240.00	100%	\$0.00	
6b	Carpentry	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00	100%	\$0.00	
6c	Paint	\$2,719.00	\$2,719.00	\$0.00	\$0.00	\$2,719.00	100%	\$0.00	
6d	Misc materials	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
6e	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
6f	General conditons, overhead and	\$3,423.00	\$3,080.70	\$342.30	\$0.00	\$3,423.00	100%	\$0.00	
7	Stempl Bird Museum 311 Main St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
7a	Masonry	\$6,800.00	\$6,800.00	\$0.00	\$0.00	\$6,800.00	100%	\$0.00	
7b	Window rehab	\$600.00	\$600.00	\$0.00	\$0.00	\$600.00	100%	\$0.00	
7c	Door rehab	\$900.00	\$900.00	\$0.00	\$0.00	\$900.00	100%	\$0.00	
7d	Paint	\$1,241.00	\$1,241.00	\$0.00	\$0.00	\$1,241.00	100%	\$0.00	
SUB-TOTALS		\$171,700.00	\$140,737.35	\$2,945.90	\$8,446.00	\$152,129.25	89%	\$19,570.75	

CONTINUATION PAGE

PROJECT: Carson Macedonia Façade APPLICATION #: 9  
 CDBG Pottawattamie County, Iowa Façade DATE OF APPLICATION: 02/23/2022  
 Rehab Project-Macedonia and Carson, Iowa PERIOD THRU: 02/23/2022  
 Payment Application containing Contractor's signature is attached. PROJECT #s: Pott County Façade

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)		H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		% COMP. (G / C)			
7e	Carpentry	\$500.00	\$500.00	\$0.00	\$0.00	\$500.00	100%	\$0.00	
7f	Misc materials	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
7g	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
7h	General conditons, overhead and	\$2,940.00	\$2,940.00	\$0.00	\$0.00	\$2,940.00	100%	\$0.00	
8	The Barn 106-110 Broadway St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
8a	Masonry	\$20,934.00	\$20,934.00	\$0.00	\$0.00	\$20,934.00	100%	\$0.00	
8b	Carpentry	\$7,500.00	\$7,500.00	\$0.00	\$0.00	\$7,500.00	100%	\$0.00	
8c	Aluminum storefront/door	\$12,000.00	\$12,000.00	\$0.00	\$0.00	\$12,000.00	100%	\$0.00	
8d	Paint	\$1,419.00	\$1,419.00	\$0.00	\$0.00	\$1,419.00	100%	\$0.00	
8e	Misc materials	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
8f	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
8g	General conditons, overhead and	\$9,302.00	\$9,302.00	\$0.00	\$0.00	\$9,302.00	100%	\$0.00	
8h	Alternate #1	\$2,804.00	\$2,804.00	\$0.00	\$0.00	\$2,804.00	100%	\$0.00	
8i	CO #1 prep and paint existing lap	\$924.00	\$924.00	\$0.00	\$0.00	\$924.00	100%	\$0.00	
8j	CO #1 new glass at return walls	\$3,229.00	\$3,229.00	\$0.00	\$0.00	\$3,229.00	100%	\$0.00	
9	124 Cenpro 124 Broadway St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
9a	Masonry	\$13,080.00	\$13,080.00	\$0.00	\$0.00	\$13,080.00	100%	\$0.00	
9b	Aluminum storefront	\$10,329.00	\$10,329.00	\$0.00	\$0.00	\$10,329.00	100%	\$0.00	
9c	Carpentry	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$4,500.00	100%	\$0.00	
9d	Paint	\$1,164.00	\$1,164.00	\$0.00	\$0.00	\$1,164.00	100%	\$0.00	
9e	Misc materials	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
9f	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
9g	General conditons, overhead and	\$6,746.00	\$6,746.00	\$0.00	\$0.00	\$6,746.00	100%	\$0.00	
9h	CO #1 change to spandrel glass at	\$555.00	\$555.00	\$0.00	\$0.00	\$555.00	100%	\$0.00	
10	The Lodge 126 Broadway St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
10a	Painting	\$1,779.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,779.00	
10b	Misc materials	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
10c	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
10d	General conditons, overhead and	\$1,287.00	\$257.40	\$0.00	\$0.00	\$257.40	20%	\$1,029.60	
<b>SUB-TOTALS</b>		<b>\$280,692.00</b>	<b>\$246,920.75</b>	<b>\$2,945.90</b>	<b>\$8,446.00</b>	<b>\$258,312.65</b>	<b>92%</b>	<b>\$22,379.35</b>	



CONTINUATION PAGE

PROJECT: Carson Macedonia Façade  
 CDBG Pottawattamie County, Iowa Façade  
 Rehab Project-Macedonia and Carson, Iowa

APPLICATION #: 9  
 DATE OF APPLICATION: 02/23/2022  
 PERIOD THRU: 02/23/2022  
 PROJECT #s: Pott County Façade

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)		H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		% COMP. (G / C)			
10e	Allowance #2	\$46,500.00	\$46,500.00	\$0.00	\$0.00	\$46,500.00	100%	\$0.00	
10f	Allowance #3	\$3,650.00	\$3,650.00	\$0.00	\$0.00	\$3,650.00	100%	\$0.00	
10g	Alternate #2	\$3,800.00	\$3,800.00	\$0.00	\$0.00	\$3,800.00	100%	\$0.00	
10h	CO #1 structural issues remove	\$126,835.00	\$0.00	\$57,075.75	\$0.00	\$57,075.75	45%	\$69,759.25	
11	126 Building East 126 Broadway	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
11a	Masonry	\$48,960.00	\$48,960.00	\$0.00	\$0.00	\$48,960.00	100%	\$0.00	
11b	Carpentry	\$3,750.00	\$2,812.50	\$0.00	\$0.00	\$2,812.50	75%	\$937.50	
11c	Paint	\$1,619.00	\$1,619.00	\$0.00	\$0.00	\$1,619.00	100%	\$0.00	
11d	Wood windows	\$9,645.00	\$0.00	\$0.00	\$9,645.00	\$9,645.00	100%	\$0.00	
11e	Wood door	\$3,426.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,426.00	
11f	Door rehab	\$900.00	\$900.00	\$0.00	\$0.00	\$900.00	100%	\$0.00	
11g	Misc materials	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
11h	Performance Bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
11i	General conditons, overhead and	\$14,785.00	\$12,567.25	\$0.00	\$0.00	\$12,567.25	85%	\$2,217.75	
11j	CO #1 double hung windows in	\$3,851.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,851.00	
12	US Bank 113 Broadway St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
12a	Masonry	\$9,840.00	\$9,840.00	\$0.00	\$0.00	\$9,840.00	100%	\$0.00	
12b	Glass	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
12c	Misc materials	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
12d	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
12e	General conditons, overhead and	\$2,452.00	\$2,452.00	\$0.00	\$0.00	\$2,452.00	100%	\$0.00	
13	119 Building 119 Broadway St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
13a	Masonry	\$16,200.00	\$16,200.00	\$0.00	\$0.00	\$16,200.00	100%	\$0.00	
13b	Aluminum storefront/door	\$12,400.00	\$12,400.00	\$0.00	\$0.00	\$12,400.00	100%	\$0.00	
13c	Carpentry	\$8,500.00	\$8,500.00	\$0.00	\$0.00	\$8,500.00	100%	\$0.00	
13d	Paint	\$3,199.00	\$3,199.00	\$0.00	\$0.00	\$3,199.00	100%	\$0.00	
13e	Misc materials	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
13f	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
13g	General conditons, overhead and	\$8,699.00	\$8,699.00	\$0.00	\$0.00	\$8,699.00	100%	\$0.00	
SUB-TOTALS		\$616,703.00	\$436,019.50	\$60,021.65	\$18,091.00	\$514,132.15	83%	\$102,570.85	

**CONTINUATION PAGE**

PROJECT: Carson Macedonia Façade  
 CDBG Pottawattamie County, Iowa Façade  
 Rehab Project-Macedonia and Carson, Iowa

APPLICATION #: 9  
 DATE OF APPLICATION: 02/23/2022  
 PERIOD THRU: 02/23/2022  
 PROJECT #s: Pott County Façade

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)		H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
			D AMOUNT PREVIOUS PERIODS	E AMOUNT THIS PERIOD		G %	G COMP. (G / C)		
13h	CO #1 remove building from	(\$49,998.00)	(\$49,998.00)	\$0.00	\$0.00	(\$49,998.00)	100%	\$0.00	
<b>TOTALS</b>		\$566,705.00	\$386,021.50	\$60,021.65	\$18,091.00	\$464,134.15	82%	\$102,570.85	

**Carson-Macedonia Downtown Storefront Rehabilitation  
Project Funds and Costs  
(Current through 03/10/2022)**

**Current Obligations by Activity**

Activity	Total	Carson	Macedonia
Construction	\$ 566,705.00	\$ 387,431.00	\$ 179,274.00
Architecture	\$ 135,000.00	\$ 67,500.00	\$ 67,500.00
Asbestos Inspections	\$ 2,350.00	\$ 2,350.00	\$ -
Asbestos Abatement	\$ 20,040.00	\$ 13,226.00	\$ 6,814.00
<b>TOTAL</b>	<b>\$ 724,095.00</b>	<b>\$ 470,507.00</b>	<b>\$ 253,588.00</b>

**Costs to Date by Activity**

Activity	Total	Carson	Macedonia
Construction	\$ 440,927.44	\$ 286,191.32	\$ 154,736.12
Architecture	\$ 93,096.06	\$ 46,548.03	\$ 46,548.03
Asbestos Inspections	\$ 2,350.00	\$ 2,350.00	\$ -
Asbestos Abatement	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 536,373.50</b>	<b>\$ 335,089.35</b>	<b>\$ 201,284.15</b>

**Remaining Costs by Activity**

Activity	Total	Carson	Macedonia
Construction	\$ 125,777.56	\$ 101,239.68	\$ 24,537.88
Architecture	\$ 41,903.94	\$ 20,951.97	\$ 20,951.97
Asbestos Inspections	\$ -	\$ -	\$ -
Asbestos Abatement	\$ 20,040.00	\$ 13,226.00	\$ 6,814.00
<b>TOTAL</b>	<b>\$ 187,721.50</b>	<b>\$ 135,417.65</b>	<b>\$ 52,303.85</b>

**Anticipated Funding Distribution of Remaining Expenditures**

	Expenditures	CDBG	CITIES	Owners
Construction	\$ 125,777.56	\$ 34,164.76	\$ 51,568.80	\$ 40,044.00
Architecture	\$ 41,903.94	\$ 20,951.97	\$ 20,951.97	\$ -
Other	\$ 20,040.00	\$ 11,823.60	\$ 8,216.40	\$ -
<b>TOTAL</b>	<b>\$ 187,721.50</b>	<b>\$ 66,940.33</b>	<b>\$ 80,737.17</b>	<b>\$ 40,044.00</b>

## Status of CDBG Disbursement Requests


iowaGrants.gov

Menu | Help | Log Out
Back | Print | Add | Delete | Edit | Save

### Grant/Project Tracking

**Grant/Project: 18-DTR-004 - Pottawattamie County - 2018**

**Status:** Underway

**Program Area:** CDBG

**Grantee Organization:** Omaha-Council Bluffs Metropolitan Area Planning Agency

**Program Officer:** Ed Peter Basch

**Awarded Amount:** \$500,000.00

**Last Site Visit:** 01/31/2022

Claims							<a href="#">Copy Existing Claim</a>   <a href="#">Return to Components</a>
ID	Type	Status	Date Submitted	Date Paid	Date From-To	Claim Amount	
18-DTR-004 - 001	Reimbursement	Paid	08/16/2019	10/01/2019	08/12/2019 - 08/12/2019	\$46,221.00	
18-DTR-004 - 002	Reimbursement	Paid	07/24/2020	09/24/2020	07/24/2020 - 07/24/2020	\$44,623.00	
18-DTR-004 - 003	Reimbursement	Paid	02/10/2021	07/12/2021	02/10/2021 - 02/10/2021	\$32,444.00	
18-DTR-004 - 004	Reimbursement	Paid	07/15/2021	08/11/2021	07/15/2021 - 07/15/2021	\$33,576.00	
18-DTR-004 - 005	Reimbursement	Paid	08/16/2021	09/16/2021	08/16/2021 - 08/16/2021	\$16,639.00	
18-DTR-004 - 006	Reimbursement	Paid	10/07/2021	10/21/2021	10/06/2021 - 10/06/2021	\$46,044.00	
18-DTR-004 - 007	Reimbursement	Paid	11/17/2021	01/07/2022	09/22/2021 - 10/31/2021	\$25,092.00	
18-DTR-004 - 008	Reimbursement	Paid	12/16/2021	02/02/2022	12/16/2021 - 12/16/2021	\$22,739.00	
18-DTR-004 - 009	Reimbursement	Approved	02/21/2022		02/21/2022 - 02/21/2022	\$23,703.00	
18-DTR-004 - 010	Reimbursement	Approved	03/03/2022		03/02/2022 - 03/02/2022	\$8,204.00	
<b>Submitted Amount</b>						<b>\$0.00</b>	
<b>Approved Amount</b>						<b>\$31,907.00</b>	
<b>Paid Total</b>						<b>\$267,378.00</b>	
<b>Total</b>						<b>\$299,285.00</b>	

Last Edited By:

iowa.gov – The Official Website of the State of Iowa.
Dulles Technology Partners Inc.

Note: The total CDBG award is \$500,000: \$470,000 is for project implementation and \$30,000 is for general admin.

Attach supporting documentation to the back of this form

# STATE OF IOWA

# GAX

BUDGET FY <b>2022</b>		<b>General Accounting Expenditure</b>								DOCUMENT NUMBER <b>1</b>						
		DATE		ACCTG PERIOD (mm/yy) <b>02/222</b>												
VENDOR CODE				AGENCY NAME												
VENDOR NAME AND ADDRESS Pottawattamie County 227 South 6th Street Council Bluffs, IA 51501				BILL TO ADDRESS (ORDERING AGENCY) Iowa Economic Development Authority 1963 Bell Avenue, Suite 200 Des Moines, Iowa 50315				SHIP TO ADDRESS								
TERMS		FOB		ORDER APPROVED BY				GOODS RECEIVED/SERVICES PERFORMED								
								DATE		INITIALS						
QUANTITY				VENDOR'S INVOICE NUMBER												
ORDERED	RECEIVED	UNIT OF MEASURE							UNIT PRICE	TOTAL PRICE						
			Request for CDBG-DTR Funds Contract Number: 18-DTR-004													
			18-DTR-004-116 Cornerstone Commercial Contractors pay application no. 09							33,128.00						
			18-DTR-004-181													
<b>DOCUMENT TOTAL</b>								<b>\$ 33,128.00</b>								
<b>CLAIMANT'S CERTIFICATION</b>						<b>AGENCY CERTIFICATION</b>										
I CERTIFY THAT THE ITEMS FOR WHICH PAYMENT IS CLAIMED WERE FURNISHED FOR STATE BUSINESS UNDER THE AUTHORITY OF THE LAW AND THAT THE CHARGES ARE REASONABLE, PROPER, AND CORRECT, AND NO PART OF THIS CLAIM HAS BEEN PAID.						I CERTIFY THAT THE ABOVE EXPENSE WERE INCURRED AND THE AMOUNTS ARE CORRECT AND SHOULD BE PAID FROM THE FUNDS APPROPRIATED BY:										
DATE		3/15/2022		TITLE		Chair, Pottawattamie Co BOS										
CLAIMANT'S SIGNATURE						AUTHORIZED SIGNATURE										
<b>THE FOLLOWING FIELDS ARE FOR STATE ACCOUNTING USE ONLY</b>																
DOC TYPE (GAX) <b>GAX</b>		DOC NUMBER <b>1</b>		DOC DATE		ACCTG PRD	BUDGET FY <b>22</b>	ACTION NEW/MOD	PO SHIP INSTR	GAX TYPE	INT IND	INT SELLER FUND	INT SELLER AGCY			
VENDOR CODE <b>2130029</b>		ADDR OVERRIDE	F/A INDICATOR	EFT IND	TEXT -po's only (Y/N) <b>Y</b>			TEXT (po's only)								
REF DOC TYPE		REF DOC NUMBER		REF DOC LINE		COM LN	VEND INVOICE #		COMMODITY CODE		GS CONTRACT					
LINE	FUND	AGCY	ORG	SUB ORG	ACTV	FUNC	OBJT	SUB OBJT	JOB NUMBER	REP CAT	QUANTITY / UNITS	I/D	DESCRIPTION	AMOUNT	I/D	P/F
01	0001	269	5000				4125							\$ 33,128.00		
02																
03																
04																
05																
06																
07																
<b>DOCUMENT TOTAL</b>												<b>\$ 33,128.00</b>				

**GAX**

WARRANT #

AUDITED BY

PAID DATE

**Cheri Dahleim/Chief Investigator,**  
**Coordinator for Medical Examiner Office.**

**Discussion and/or decision regarding On Call  
and Removal policy revisions.**

## **Pottawattamie County Medical Examiner's Office**

**Title: Removal/Transport of Decedents**

**Policy Number: 601**

**Effective Date: January 11, 2012**

**Revision Date: March 1, 2022**

**Authorized by: Board of Supervisor's (January 17, 2012)**

### **Policy:**

It is the policy of the Pottawattamie County Medical Examiner's Office to contact funeral homes to remove decedents from death scenes and to transport, when requested, the decedents to/from the Iowa Office of the State Medical Examiner in Ankeny, IA, in accordance with the guidelines and responsibilities established below.

### **Definitions:**

PCMEO – Pottawattamie County Medical Examiner's Office

IOSME – Iowa Office of the State Medical Examiner

NOK – next of kin; designee as defined in Iowa Code 144C.5

Death scene – physical location of the decedent

Removal of Decedents – see PCMEO Policy Number 601; removal of decedents from death scene

On-call funeral home – see PCMEO Policy Number: 602; On-Call Funeral Home

Unclaimed body – see PCMEO Policy Number 603: Unclaimed/Unidentified Decedent

### **Policy 601: Removal of the decedents from death scene**

#### **Guidelines:**

When the PCMEO investigates and subsequently declines jurisdiction of a decedent, the PCMEO will attempt to locate the NOK to arrange for the removal of the decedent from the death scene.

- When the NOK is present or has been notified of a death, they may request the services of a specific funeral home for the removal of the decedent from the death scene. The funeral home chosen by the NOK will be notified by the PCMEO to respond to the death scene and remove the decedent.
  - If the funeral home chosen by the NOK is located more than 30 miles away from Pottawattamie County, the funeral home will be notified of the death and if they do not have a funeral home to partner within Pottawattamie County, the PCMEO may elect to contact the on-call funeral home for the removal. The on-call funeral home shall make arrangements with the funeral home chosen by the NOK to receive the decedent. Any costs, including removal, incurred by the on-call funeral home shall be forwarded to the funeral home chosen by the NOK for payment.
- When the NOK is unavailable or unwilling to request a specific funeral home, or when the NOK is not notified or is unknown at the time of the removal, the PCMEO will assume temporary responsibility for the removal of the decedent and notify the on-call funeral home to remove the decedent from the death scene.
  - When the removal of the decedent has been completed by the on-call funeral home and the NOK selects the on-call funeral home for the decedent's final disposition, any costs, including removal, incurred by the on-call funeral home shall be forwarded to the NOK for payment.
  - When the removal of the decedent has been completed by the on-call funeral home and the NOK selects a funeral home other than the on-call funeral home for the decedent's final disposition, the on-call funeral home shall make arrangements with the funeral home chosen by NOK to receive the decedent. PCMEO will reimburse the on call funeral home for a removal fee of \$150.00. Any other costs incurred by the on-call funeral home shall be forwarded to the funeral home chosen by the NOK for payment.
  - When the removal of the decedent has been completed by the on-call funeral home and the decedent remains unclaimed for 36 hours refer to PCMEO Policy Number 603: Unclaimed/Unidentified Decedent.

#### **Responsibilities:**

PCMEO shall be responsible for the following:

- Contact the funeral home requested by the NOK or the on-call funeral home.
- Provide the funeral home with the decedent's information.
- Provide body bag in cases where necessary.
- Ensure the removal of the decedent by the funeral home.

Funeral home shall be responsible for the following:

- Respond to the death scene.
- Remove the decedent from the death scene.
- Should NOK choose another funeral home for disposition of decedent, On Call funeral home will coordinate release of decedent to receiving funeral home and bill receiving funeral home for removal expense.

#### **Reimbursements:**

The NOK assumes the financial responsibility for funeral home incurred costs, including the removal, to be billed to NOK only by the funeral home completing final disposition. If funeral home handling removal is not funeral home that handles final disposition, funeral home that completed removal will bill PCMEO \$150.00 on call removal fee, and receiving funeral home for removal fees.

For reimbursements regarding unclaimed decedents, refer to PCMEO Policy Number 603: Unclaimed/Unidentified Decedent.

## **Policy 601: Transport of the decedent from death scene to/from the Iowa Office of the State Medical Examiner**

### **Guidelines:**

When the PCMEO requests an autopsy of a decedent to be performed at the IOSME, the PCMEO will attempt to locate the NOK to arrange for the transportation of the decedent from the death scene to/from the IOSME.

#### Transport to the IOSME:

- When the NOK is present or has been notified of a death, they may request the services of a specific funeral home for transport of the decedent from the death scene to the IOSME. The funeral home chosen by the NOK will be notified by the PCMEO to respond to the death scene and transport the decedent to the IOSME.
  - If the funeral home chosen by the NOK is located more than 30 miles away from Pottawattamie County, the funeral home will be notified of the death and if they do not have a funeral home to partner with in Pottawattamie County, the PCMEO may elect to contact the on-call funeral home for transport.
- When the NOK is unavailable or unwilling to request a specific funeral home, or when the NOK is not notified or is unknown at the time of transport, the PCMEO will notify the on-call funeral home to transport the decedent from the death scene to the IOSME.

#### Transport from the IOSME:

- When the NOK selects a funeral home for the decedent's final disposition, the selected funeral home is responsible for contacting the IOSME and transporting the decedent from the IOSME to the funeral home.

### **Responsibilities:**

PCMEO shall be responsible for the following:

- Contact the funeral home requested by the NOK or the on-call funeral home.
- Provide the funeral home with the decedent's information.
- Provide a body bag.
- Ensure the placement of an identification tag\* on the decedent and on the outside of the body bag.
- Ensure the placement of a lock tag\* on the outside of the body bag.
- Ensure the removal of the decedent by the funeral home.

Funeral home shall be responsible for the following:

- Respond to the death scene.
- Immediate transport of the decedent to the IOSME, unless otherwise arranged with IOSME by PCMEO Investigator.
- Contact the IOSME to determine the release date and time of the decedent for retrieval.

### **Reimbursements:**

Funeral home requests for reimbursement of costs incurred must be submitted in writing to the PCMEO.

- Transport of a decedent to the IOSME is eligible for reimbursement up to \$450.00 paid by the PCMEO.
- Transport of a decedent from the IOSME is eligible for reimbursement up to \$300.00 paid by the PCMEO.
- Cost of removal is financial responsibility of NOK. Funeral home completing final disposition is responsible for billing NOK. Funeral home that completes on call removal but not final disposition is to bill PCMEO for on call removal fee and receiving funeral home for removal fees.
- PCMEO is not responsible for paying a removal fee where NOK has requested the funeral home.



## **Pottawattamie County Medical Examiner's Office**

**Title: On-Call Funeral Home**

**Policy Number: 602**

**Effective Date: January 11, 2012**

**Revision Date: March 1, 2022**

**Authorized by: Board of Supervisors (January 17, 2012)**

### **Policy:**

It is the policy of the Pottawattamie County Medical Examiner's Office to identify certain funeral homes who shall be designated as an on-call funeral home and act under the direction of the Pottawattamie County Medical Examiner's Office.

### **Definitions:**

PCMEO – Pottawattamie County Medical Examiner's Office

NOK – next of kin; designee as defined in Iowa Code 144C.5

Death scene – physical location of the decedent

### **Policy 602: On-call funeral home designation**

#### **Guidelines:**

A funeral home located within Pottawattamie County has the opportunity to be an on-call funeral home by agreeing to the terms and conditions in this policy.

- The list of PCMEO on-call funeral home(s) will be reviewed and renewed annually.
- The PCMEO will make the schedule and designate the response area in accordance with the location and availability of the on-call funeral home(s).
- The PCMEO assumes responsibility of the decedent until NOK assumes responsibility.
- The PCMEO reserves the right to remove an on-call funeral home from the list.

#### **Responsibilities:**

PCMEO shall be responsible for the following:

- Review the policy annually with Pottawattamie County funeral homes and send letters of intent by December 1 the year prior for funeral homes to indicate participation in the on call rotation for the upcoming year.
- Provide body bags for on call funeral home removals, where necessary.

Funeral home shall be responsible for the following:

- Respond to the death scene and remove and/or transport the decedent in accordance with the Guidelines, Responsibilities, and Reimbursements set forth in PCMEO Policy: 601; Removal/Transport of Decedents.
- Ability to store the decedent in a refrigerated and secure location until notified by the PCMEO, NOK, or the funeral home chosen by NOK.
- Contact the PCMEO if there is no contact from the NOK or the funeral home chosen by the NOK within 36 hours.
- Accept the possibility of removing and storing a decedent who qualifies as an unclaimed decedent under PCMEO Policy Number: 603; Unclaimed/Unidentified Decedent.
- If requested, complete unclaimed decedent final disposition in accordance with the Guidelines, Responsibilities, and Reimbursements set in PCMEO Policy 603: Unclaimed and or Unidentified Decedents.
- Refrain from soliciting the NOK unless contact is initiated by the NOK.
- Release the decedent to the funeral home chosen by the NOK, if different. Expenses for on call removal of decedent will be billed to IOSME and removal fees will be billed to the receiving funeral home.

#### **Reimbursements:**

PCMEO will pay \$150.00 to the on call funeral home for removals. PCMEO is not responsible for paying a removal fee where NOK has requested the funeral home.

**Jason Slack/Director, Buildings & Ground.**

**Discussion and/or decision on Jail Chiller  
replacement.**

February 17, 2022

Jason Slack  
Director, Building & Grounds  
Pottawattamie County  
227 South 6th Street  
Council Bluffs, IA 51501

6457 Frances Street  
Suite 200  
Omaha, NE 68106

o: 402/393-4100  
f: 402/393-8747

Re: Chiller Replacement: **Fee Proposal**  
for Pottawattamie County Sheriff's Office

Dear Jason:

It is our pleasure to present to you DLR Group's proposal to perform the services requested for the above project. It is our understanding that DLR Group is to prepare the drawings and specifications necessary to perform a chiller replacement at the existing Pottawattamie County Sheriff's Office facility.

Scope of work would include showing removal of existing water-cooled chiller, cooling tower, and condenser water pumps, sizing and locating new air-cooled chiller in the location of existing cooling tower, adding glycol to chilled water loop for burst protection, replacing chilled water coils at each existing air handling unit, verifying existing fan motors are sufficiently sized for new chilled water coils, and replacing chilled water pumps.

The anticipated construction budget is \$1.2 million.

We anticipate drawings and specifications will need to be prepared for the following disciplines:

- Mechanical
- Architectural
- Structural
- Electrical

For the above identified scope of work, we request a professional services fee of **\$88,690**. This fee includes development of drawings and specifications for the above disciplines. Our fee includes all project related expenses but does not include costs for bid document printing or permit/review fees. The fee does not include Bid Negotiations or Construction Administration services. Bid Negotiations and Construction Administration services would be billed at an hourly rate of \$175 per hour.

Our proposal assumes a start date prior to March 1, 2022 and we anticipate having the package completed within 35 business days of NTP. Upon your review and acceptance of this proposal, please notify us and we will execute an AIA B101 agreement as our contract form for this project.

We are very pleased to offer these services and to continue our long-term partnering relationship with Pottawattamie County. Please feel free to contact us with any questions regarding this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Franks', written in a cursive style.

James Franks, PE  
Mechanical Engineer | Senior Associate  
**DLR Group**

**Other Business**

**Matt Wyant/Director, Planning and  
Development and Rita Dooley/Director,  
Veteran Affairs.**

**Discussion and/or decision concerning the  
Tiny Homes for Homeless Veterans Project.**

**Received/Filed**

**Closed Session**



## **BUDGET DISCUSSION**

**Discussion only**