

Consent Agenda

October 17, 2023

MET IN REGULAR SESSION

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

PLEDGE OF ALLEGIANCE

1. CONSENT AGENDA

After discussion was held by the Board, a motion was made by Belt, and second by Jorgensen, to approve:

- A. October 10, 2023, Minutes as read.
- B. October 12, 2023, Minutes as read.

UNANIMOUS VOTE. Motion Carried.

2. SCHEDULED SESSIONS

Marck Shoemaker appeared before the Board to discuss the land acquisition funding update. Discussion only. No Action Taken.

Motion by Wichman, second by Jorgensen, to approve pay range of \$16.00 to \$18.00 per hour for Social Media Content Creator Intern position at Mt. Crescent

UNANIMOUS VOTE. Motion Carried.

3. COMMITTEE APPOINTMENTS

Board discussed Committee meetings from the past week. Discussion only. No action taken.

4. RECEIVED/FILED

- A. Salary Action(s):
 - 1) SWI Juvenile Detention – Employment of Leonard Skaanning as a Youth Corrections Supervisor.
 - 2) SWI Juvenile Detention – Employment of Cadyn DeSantiago as a Part-time Youth Corrections Worker.
 - 3) Conservation – Employment of Riah Leland as a Kitchen Staff Team Lead.
 - 4) Conservation – Employment of Steven Leland as a Kitchen Manager.
 - 5) Communications – Correction to payroll status change for Merissa Cox.
- B. Out of State Travel Notification(s):
 - 1) Communications – Out of State Travel for Sam Arkfeld, Heather Townsend, Torie Brummett, and Abby Fredrich.
 - 2) Communications – Out of State Travel for Andie Dobyms, David Sands, and Eric Wallner.

5. PUBLIC COMMENTS

No Public Comments.

6. ADJOURN

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

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:12 P. M.

Brian Shea, Chairman

ATTEST:

Melvyn Houser, County Auditor

APPROVED: October 24, 2023

PUBLISH: X

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

FROM: Gina Hatcher

Request for County Department Comments

DATE: October 11, 2023

ESTABLISHMENT: **RENEWAL: Crescent Ridge Ski and Recreation Area**

OWNER: see attached

LEGAL DESCRIPTION: See attached property record.

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

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

COMMENTS

Signature



2/2/23 - first report

• name search of owner w/ law agency - no felony charges

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

COMMENTS

Signature



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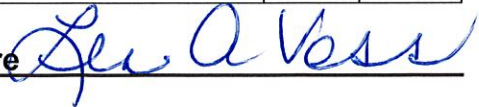
LEGAL DESCRIPTION: See attached property record.

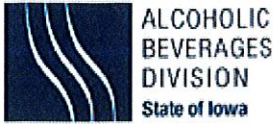
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TREASURER	Free from certified taxes and special assessments	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PLANNING	Properly zoned	<input type="checkbox"/>	<input type="checkbox"/>
	Nuisance violations	<input type="checkbox"/>	<input type="checkbox"/>
	Septic system violations	<input type="checkbox"/>	<input type="checkbox"/>
SHERIFF	Complaints received	<input type="checkbox"/>	<input type="checkbox"/>
	Citations issued at this establishment	<input type="checkbox"/>	<input type="checkbox"/>
	Owner convicted of a felony within the last 5 years	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

COMMENTS

Signature





State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
Pottawattamie County Conservation Board	Crescent Ridge Ski and Recreation Area	(712) 328-5638		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
17026 Snowhill Lane		Honey Creek	Pottawattamie	51542
MAILING ADDRESS	CITY	STATE	ZIP	
227 South 6th Street	Council Bluffs	Iowa	51501	

Contact Person

NAME	PHONE	EMAIL
Mark Shoemaker	(712) 328-5638	mark.shoemaker@pottcounty-ia.gov

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LC0049184	Class C Retail Alcohol License	12 Month	Active

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
Dec 21, 2022	Dec 20, 2023	

SUB-PERMITS

Class C Retail Alcohol License



PRIVILEGES

Outdoor Service, Sunday Service

Status of Business

BUSINESS TYPE

Municipality

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Mark Shoemaker	Council Bluffs	Iowa	51503	Conservation Director	0.00	Yes

• Companies

COMPANY NAME	FEDERAL ID	CITY	STATE	ZIP	% OF OWNERSHIP
Pottawattamie County	42-6004433	Council Bluffs	Iowa	51501	100.00

Insurance Company Information

INSURANCE COMPANY

Markel Insurance Company

POLICY EFFECTIVE DATE

Nov 2, 2022

POLICY EXPIRATION DATE

Nov 2, 2023

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE



State of Iowa

Alcoholic Beverages Division

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE

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

7644 11 400 004

--- Permanent Property Address ---	----- Mailing Address -----
POTTAWATTAMIE COUNTY	POTTAWATTAMIE COUNTY
17026 SNOWHILL LN	227 S 6TH ST
HONEY CREEK, IA 51542	COUNCIL BLUFFS, IA 51501

District: 019 CRESCENT TWP/CB SCHOOL

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

Go to: <https://www.municipalonlinepayments.com/pottawattamiecoia/tax/search/detail/764411400004>

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

* Not to be used on legal documents

CRESCENT TWP 11-76-44 NE SE & SW SE ALL S OF SURVEY LINE & SE SE EXC COMM SE COR TH WLY100' NLY584' ELY85' NLY271' SELY TO E LINE SLY TO POB & 12-76-44 PT SW SW COMM 888.79' N SW COR TH ELY312' N399.93' W285.33' S431.96' TO POB (PARCEL A)

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

* Class is for Assessment purposes only - Not Zoning

Current Value				
2023	Comm. Land	Improvement	Total	Class
Full Value	\$926,600	\$437,500	\$1,364,100	C
Exempt	\$926,600	\$437,500	\$1,364,100	C
Net Total	\$0	\$0	\$0	C

Prior Year Value				
2022	Comm. Land	Improvement	Total	Class
Full Value	\$439,900	\$320,300	\$760,200	C
Exempt	\$439,900	\$320,300	\$760,200	C
Net Total	\$0	\$0	\$0	C

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

2022 CGOV	COUNTY GOVERNMENT
2023 CGOV	COUNTY GOVERNMENT

===== OWNERS =====

* Book/Page LINKS TO RECORDER'S WEBPAGE

1 D POTTAWATTAMIE COUNTY book/page: [2022/00315](#) D

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

Sale Date	Amount	Code	Book/Page	
12/30/2021	2000000	D2	2022/00315	multiple parcel sale
09/02/2016	1325000	D22	2017/02016	multiple parcel sale
04/01/2014	0	C30	2014/03692	multiple parcel sale
05/13/2013	0	C30	2013/07886	multiple parcel sale
07/19/2008	1325000	C0	2008/10672	multiple parcel sale

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

PDF: 30 MAP: CRESCENT TWP COMM-10

Date Reviewed: 07/13/20 MEC

LAND.....3862029 sqFt 88.66 acres

Commercial Building 1 of 3 -- Clubhouse (305)

DBA: MT. CRESCENT SKI HILLS

STRUCTURE....1 story 2376 base SF 2376 bsmt SF 4928 gross SF
 Year Built: 1969 Eff Year: 1969 Condition: Normal

VERTICALS....Ext Wall: Vinyl - Frame
 Int Wall: Panel - Softwood
 Drywall or Equiv.
 WallFace: Incl. w / Walls
 Front/Doors: Average Cost Front
 Windows: Wood Casement

HORIZONTALS..Basement: Excavation, Floor, Lighting
 Roof: Asph. Shingle/ Wood Dk
 Ceiling: Incl. w/ Base
 Struc Floor: Concrete
 Floor Cover: Carpet
 Asphalt Tile
 Partitions: Incl. w / Base
 Framing: Wood - Light
 HVAC: Forced Hot Air

PLUMBING.....Toilet Room (2)
 Lavatory (2)
 Water Closet (3)
 Urinal - Wall (1)

ADJUSTMENTS..A/C - deduct (2376)
 Bsmt Finish (2376)

BLDG EXTRAS..1 PORCH: 836 SF, Wood Deck
 1 PORCH: 360 SF, Wood Deck

Commercial Building 1 of 3 Addition 1 -- Clubhouse (305)

DBA: MT. CRESCENT SKI HILLS

STRUCTURE....1 story 1056 base SF 0 bsmt SF
 Year Built: 1992 Eff Year: 1992 Condition: Normal

VERTICALS....Ext Wall: Vinyl - Frame
 Int Wall: Panel - Softwood
 WallFace: Incl. w / Walls
 Front/Doors: Incl. w / Base
 Windows: Incl. w / Base

HORIZONTALS..Basement: Incl. w / Base
 Roof: 3-Ply Compo/ Wood Deck
 Ceiling: Suspended Blk-Fiber
 Struc Floor: Concrete
 Floor Cover: Carpet
 Partitions: Incl. w / Base
 Framing: Wood - Light
 HVAC: Forced Hot Air

PLUMBING.....Stainless Stl Sinks-(Lounge Type) 2 Tub (1)
 Stainless Stl Sinks-(Lounge Type) 3 Tub (1)

ADJUSTMENTS..A/C - deduct (1056)

Commercial Building 1 of 3 Addition 2 -- Clubhouse (305)

DBA: MT. CRESCENT SKI HILLS

STRUCTURE....1 story 1496 base SF 0 bsmt SF
 Year Built: 1970 Eff Year: 1970 Condition: Normal

VERTICALS....Ext Wall: Vinyl - Frame
 Int Wall: Panel - Softwood
 Drywall or Equiv.
 WallFace: Incl. w / Walls
 Front/Doors: Low Cost Front
 Windows: Wood Casement

HORIZONTALS..Basement: Excavation, Floor, Lighting
 Roof: Metal/ Frame (< 50' Wide)
 Ceiling: Incl. w/ Base
 Struc Floor: Concrete
 Floor Cover: Carpet
 Partitions: Incl. w / Base
 Framing: Wood - Light
 HVAC: Forced Hot Air

Commercial Building 2 of 3 -- Hospital (815)

DBA: MT. CRESCENT SKI HILLS

STRUCTURE....1 story 280 base SF 0 bsmt SF 280 gross SF
 Year Built: 1985 Eff Year: 1985 Condition: Normal

VERTICALS....Ext Wall: Vinyl - Frame
 Int Wall: Drywall or Equiv.
 WallFace: Incl. w / Walls

Front/Doors: Incl. w / Base
 Windows: Incl. w / Base
 HORIZONTALS..Basement: Incl. w / Base
 Roof: Asph. Shingle/ Wood Dk
 Ceiling: Drywall
 Struc Floor: Concrete
 Floor Cover: Carpet
 Partitions: Incl. w / Base
 Framing: Wood - Light
 HVAC: Forced Hot Air
 PLUMBING.....3-Fixture Bathroom (1)
 ADJUSTMENTS..A/C - deduct (280)
 BLDG EXTRAS..1 PORCH: 140 SF, Porch (commercial)

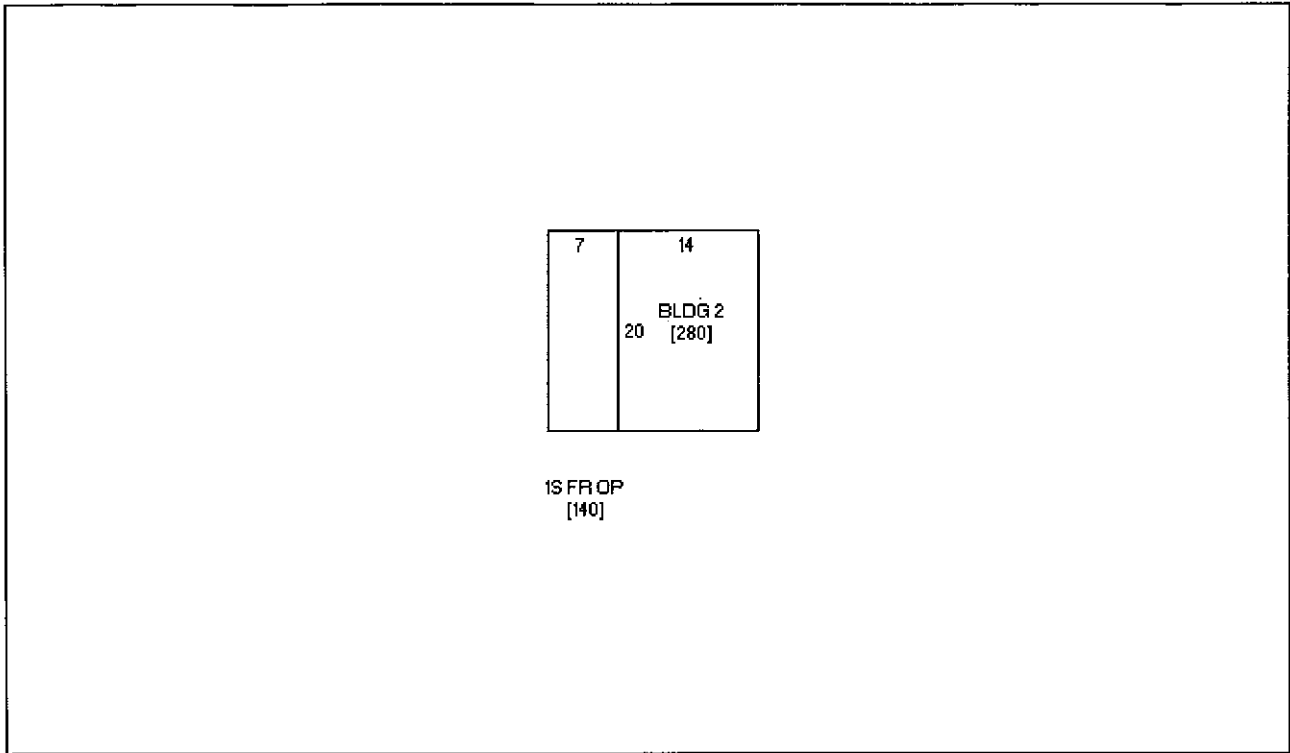
Commercial Building 3 of 3 -- Metal Warehouse - Post Frame (603)
 DBA: MT. CRESCENT SKI HILLS

STRUCTURE....1 story 2736 base SF 0 bsmt SF 5396 gross SF
 Year Built: 1989 Eff Year: 1989 Condition: Normal
 VERTICALS....Ext Wall: Metal/ Frm/ Insul (<50' Wide)
 Int Wall: Unfinished
 Front/Doors: Incl. w / Base
 Windows: Incl. w / Base
 HORIZONTALS..Basement: Incl. w / Base
 Roof: Mtl/ Frm/ Insul.
 Ceiling: Incl. w/ Base
 Struc Floor: Incl. w/ Base
 Partitions: Incl. w / Base
 Framing: Pole Construction
 HVAC: Suspended Gas Unit
 ADJUSTMENTS..Liner - compo (SFSA) (5380)
 BLDG EXTRAS..1 DOOR: O.H. - Door - Manual, 18 Ft Wide, 12 Ft High

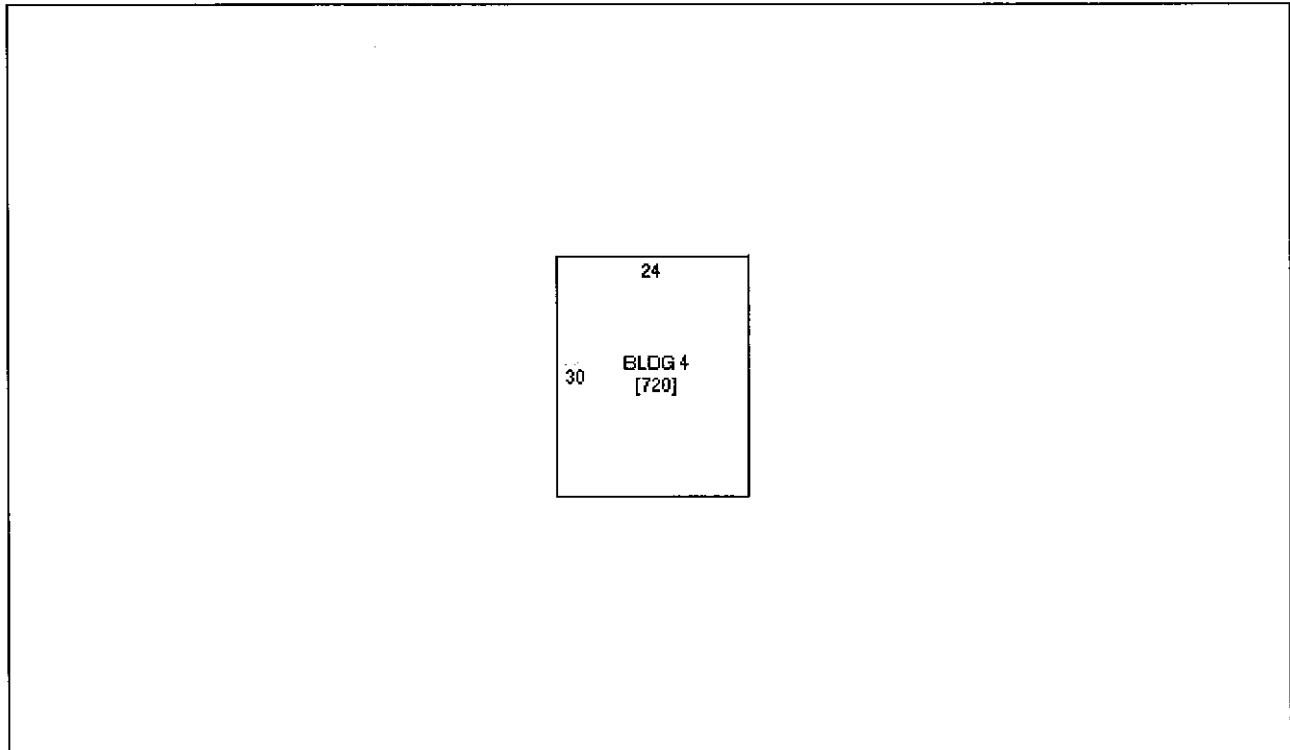
Commercial Building 3 of 3 Addition 1 -- Metal Warehouse - Post Frame (603)
 DBA: MT. CRESCENT SKI HILLS

STRUCTURE....1 story 2660 base SF 0 bsmt SF
 Year Built: 1998 Eff Year: 1998 Condition: Normal
 VERTICALS....Ext Wall: Metal/ Frm/ Insul (<50' Wide)
 Int Wall: Unfinished
 Front/Doors: Incl. w / Base
 Windows: Incl. w / Base
 HORIZONTALS..Basement: Incl. w / Base
 Roof: Mtl/ Frm/ Insul.
 Ceiling: Incl. w/ Base
 Struc Floor: Incl. w/ Base
 Partitions: Incl. w / Base
 Framing: Pole Construction
 HVAC: No HVAC
 BLDG EXTRAS..1 Door: O.H. - Door - Manual, 18 Ft Wide, 12 Ft High
 YARD EXTRAS..Paving - Asphalt 20,000 SF, Asphalt Parking Lots
 FENCING - CHAIN No Barbs, 6 Ft-Hgh, 320 LF, 0 LF-Gates, No Sec. Gate
 Shed 136 SF, Frame Shed
 Shed 60 SF, Frame Shed
 SKI LIFT Quantity=1,000.00 Lineal Feet, Height=0
 SKI LIFT Quantity=1,000.00 Lineal Feet, Height=0
 SKI LIFT WITH SEATS Quantity=1,000.00 Lineal Feet, Height=0
 2 Porches,Decks,Patios,etc. 300 SF, Porch (commercial)

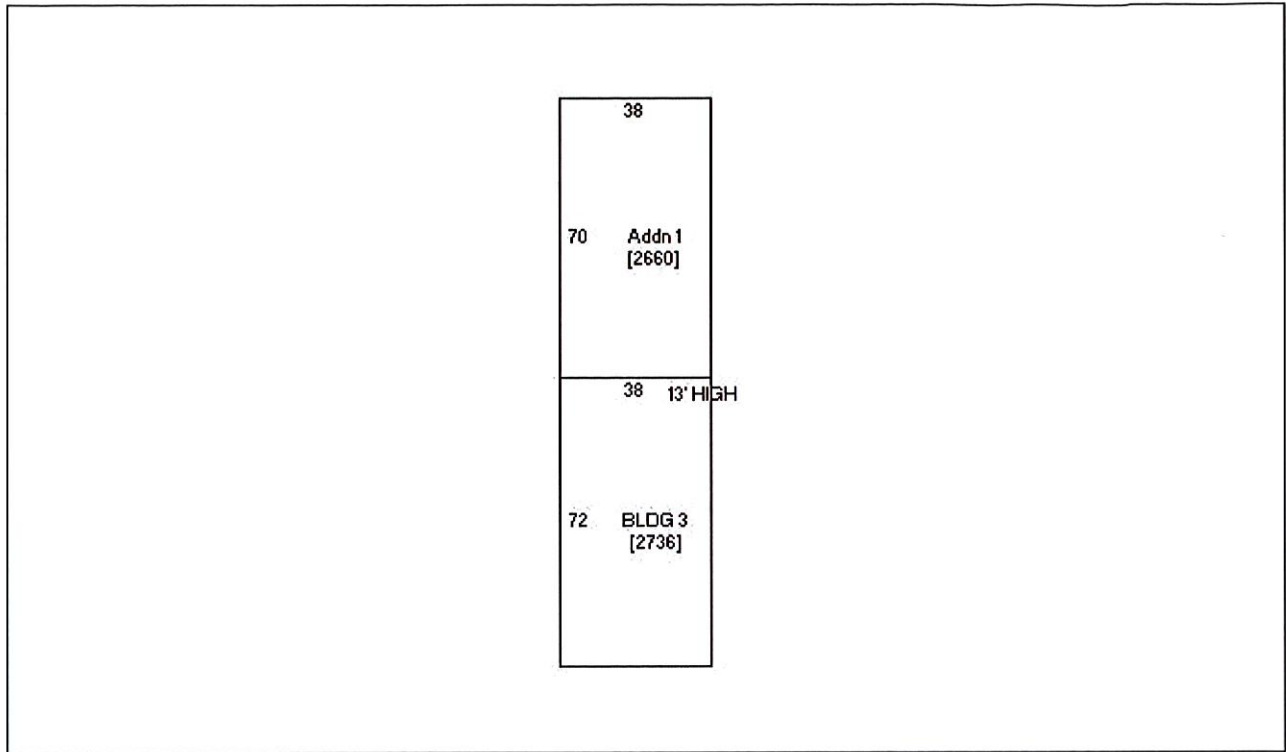
##	Outbuilding Type / Description	Dimension	Cap/Area	Year
1	Machine or Utility Building	24 x 30	720 SF	1960



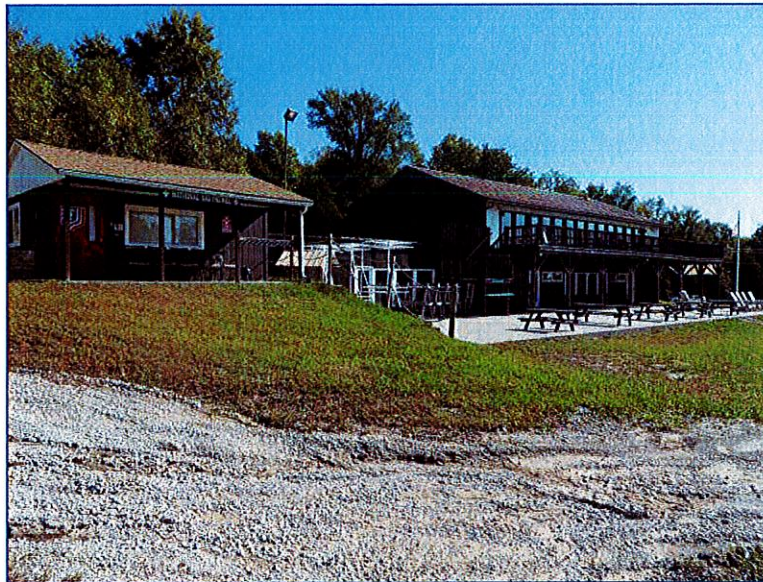
17026 SNOWHILL LN, POTTAWATTAMIE COUNTY



17026 SNOWHILL LN, POTTAWATTAMIE COUNTY

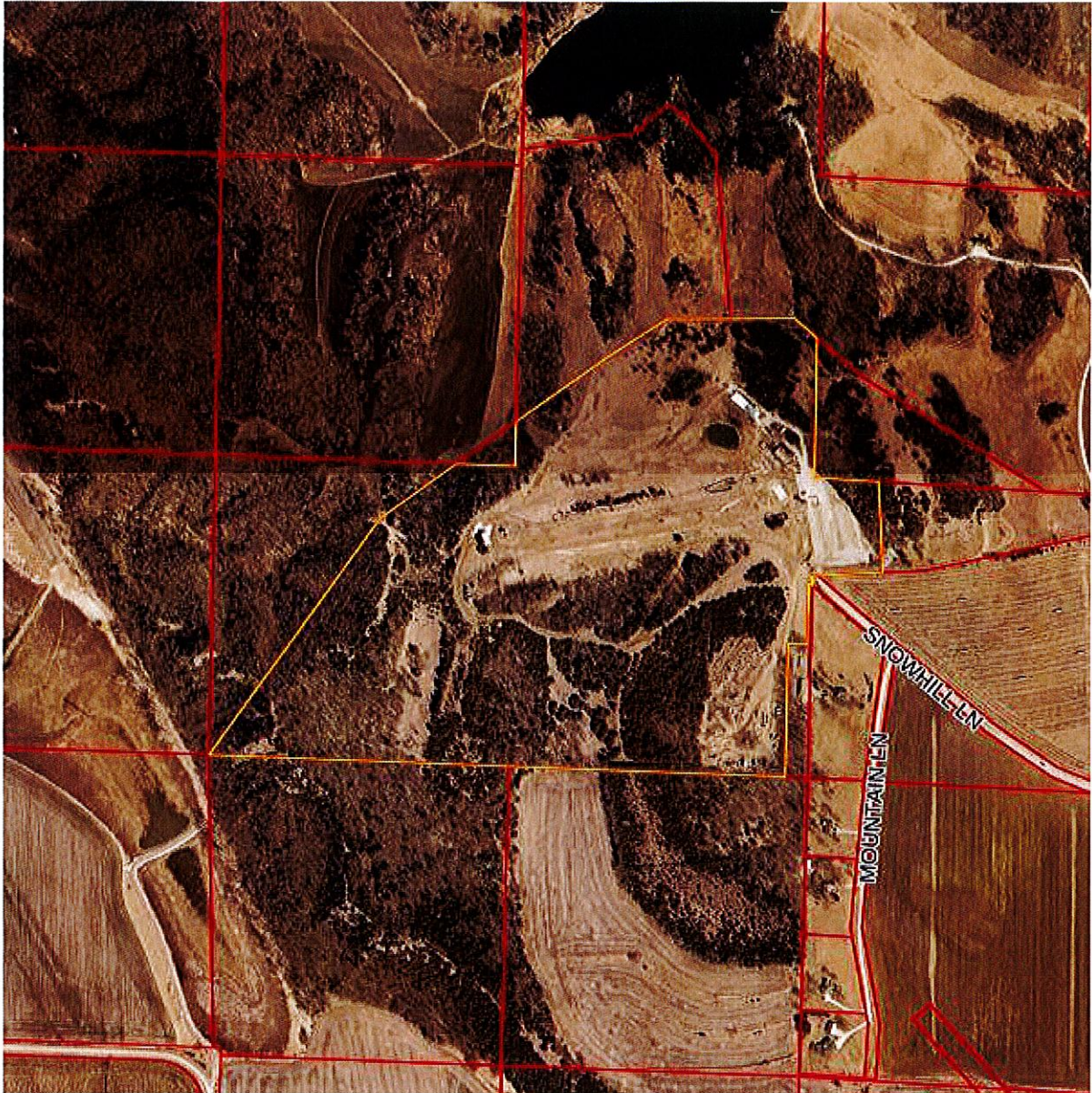


17026 SNOWHILL LN, POTTAWATTAMIE COUNTY



17026 SNOWHILL LN, POTTAWATTAMIE COUNTY, 1 10/07/2019

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



4800ft x 4800ft

[Click any parcel to go to its web page](#)

Spring 2022 aerial

See [more maps](#) at the [County GIS Department](#).

As of:

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Scheduled Sessions

Becky Lenihan/Tax & Finance
Officer, Auditor's Office

Public Hearing on Amendment to current county budget for Fiscal Year 2023/24 and approve and authorize Board to sign Resolution No. 66-2023.

RESOLUTION NO. 66-2023

WHEREAS, there were necessary expenses incurred in several county departments, causing the budget of that department to exceed 100% of costs; and

WHEREAS, the Board of Supervisors, County Attorney, Sheriff, Veteran Services, Conservation, Jail, IT, and Nondepartmental will exceed their Budget due to said necessary expenditures; and

WHEREAS, the Amendment to the Fiscal Year 2023/24 Budget for the Board of Supervisors, County Attorney, Sheriff, Veteran Services, Conservation, Jail, IT, and Nondepartmental shall be substantially as follows:

DEPT #	Revenue Amount	Expense Amount
Board of Supervisors - 01	\$ -	\$ (1,925,000)
Total		\$ (1,925,000)
Attorney - 04		\$ 100,000
Total		\$ 100,000
Sheriff - 05		\$ (50,000)
Total		\$ 50,000
Veterans - 21		\$ 5,000
Total		\$ 5,000
Conservation - 22	\$ 25,500	\$ 92,634
Total	25,500	\$ 92,634
Jail - 29		\$ 25,000
Total		\$ 25,000
IT - 52		\$ 50,000
Total		\$ 50,000
Non-Departmental - 99		\$ 610,453
Total		\$ 610,453
	\$ 25,500	\$ (991,913)

WHEREAS, the Board of Supervisors desires to allow those expenditures, and no tax increase will occur due to these expenditures; and

WHEREAS, the public had due notice of the Budget Amendment Hearing held on August 30, 2022, and at the hearing, due time was allowed for objections to any and all portions of the amended budget.

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of Pottawattamie County, hereby amends the Fiscal Year 2023/24 budget.

Dated this 24th day of October, 2023.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Brian Shea, 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"/>
_____ Tim Wichman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Susan Miller	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Jeff Jorgensen	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn J. Houser, County Auditor

FY 2022-2023 Pottawattamie County Budget Appropriations						
DEPT	DEPARTMENT	CERTIFIED	ORIGINAL	AMENDMENT	Original	DEPT
#	NAME	BUDGET 04/18/23		10/24/2023	Budget	#
					With Amendments	
01	Board of Supervisors	28,514,132	28,514,132	(1,925,000)	26,589,132	01
02	Auditor	1,679,783	1,679,783		1,679,783	02
03	Treasurer	1,879,927	1,879,927		1,879,927	03
04	Attorney	3,768,268	3,768,268	100,000	3,868,268	04
05	Sheriff	9,863,059	9,863,059	50,000	9,913,059	05
06	Debt Service/Supervisors	3,542,825	3,542,825		3,542,825	06
07	Recorder	912,225	912,225		912,225	07
12	Medical Examiner	455,515	455,515		455,515	12
20	Secondary Roads	20,352,047	20,352,047		20,352,047	20
21	Veterans Service Office	506,424	506,424	5,000	511,424	21
22	Conservation	3,780,130	3,780,130	92,634	3,872,764	22
23	Physical Health & Education	1,748,097	1,748,097		1,748,097	23
24	General Assistance	230,744	230,744		230,744	24
25	DHS	332,300	332,300		332,300	25
27	Animal Control	187,813	187,813		187,813	27
29	Corrections-Jail	15,793,126	15,793,126	25,000	15,818,126	29
37	Communications-911	3,955,289	3,955,289		3,955,289	37
38	Environmental Health	715,194	715,194		715,194	38
40	Unemployment--HR	40,000	40,000		40,000	40
48	WIC	755,752	755,752		755,752	48
50	Human Resources	627,016	627,016		627,016	50
51	Building and Grounds	1,483,210	1,483,210		1,483,210	51
52	Information Services	2,435,941	2,435,941	50,000	2,485,941	52
53	Planning & Development	736,477	736,477		736,477	53
54	GIS	420,349	420,349		420,349	54
57	Thriving Families	476,483	476,483		476,483	57
58	CD Treatment Services	4,000	4,000		4,000	58
60	Mental Health	2,129,342	2,129,342		2,129,342	60
99	Non Departmental	24,224,811	24,224,811	610,453	24,835,264	99
	TOTAL	131,550,279	131,550,279	-991,913	130,558,366	

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET
POTTAWATTAMIE COUNTY
 Fiscal Year July 1, 2023 - June 30, 2024

The POTTAWATTAMIE COUNTY will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2024

Meeting Date/Time: 10/24/2023 10:00 AM

Contact: Melvyn Houser, County Auditor

Phone: (712) 328-5700

Meeting Location: Pottawattamie County Courthouse
 Board of Supervisors Hearing Room
 227 S 6th St - 2nd Floor
 Council Bluffs IA 51501

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing. Budget amendments are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-gov-appeals>.

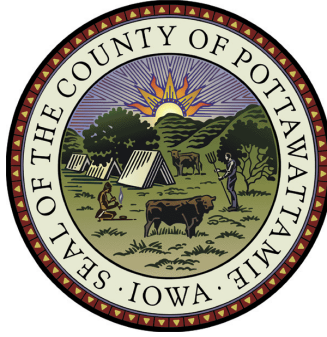
REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	48,121,783	0	48,121,783
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Less: Credits to Taxpayers	3	1,642,000	0	1,642,000
Net Current Property Tax	4	46,479,783	0	46,479,783
Delinquent Property Tax Revenue	5	3,000	0	3,000
Penalties, Interest & Costs on Taxes	6	147,000	0	147,000
Other County Taxes/TIF Tax Revenues	7	8,921,944	0	8,921,944
Intergovernmental	8	24,150,707	0	24,150,707
Licenses & Permits	9	307,300	0	307,300
Charges for Service	10	3,763,625	25,500	3,789,125
Use of Money & Property	11	381,505	0	381,505
Miscellaneous	12	3,611,000	0	3,611,000
Subtotal Revenue	13	87,765,864	25,500	87,791,364
Other Financing Sources:				
General Long-Term Debt Proceeds	14	0	0	0
Operating Transfers In	15	14,887,526	0	14,887,526
Proceeds of Fixed Asset Sales	16	0	0	0
Total Revenues & Other Sources	17	102,653,390	25,500	102,678,890
EXPENDITURES & OTHER FINANCING USES				
Operating:				
Public Safety and Legal Services	18	38,641,402	175,000	38,816,402
Physical Health and Social Services	19	5,698,375	5,000	5,703,375
Mental Health, ID & DD	20	0	0	0
County Environment & Education	21	17,940,575	167,634	18,108,209
Roads & Transportation	22	18,527,047	0	18,527,047
Government Services to Residents	23	2,586,529	0	2,586,529
Administration	24	18,563,715	-1,950,000	16,613,715
Nonprogram Current	25	0	0	0
Debt Service	26	3,542,825	0	3,542,825
Capital Projects	27	11,162,285	610,453	11,772,738
Subtotal Expenditures	28	116,662,753	-991,913	115,670,840
Other Financing Uses:				
Operating Transfers Out	29	14,887,526	0	14,887,526
Refunded Debt/Payments to Escrow	30	0	0	0
Total Expenditures & Other Uses	31	131,550,279	-991,913	130,558,366
Excess of Revenues & Other Sources over (under) Expenditures & Other Uses	32	-28,896,889	1,017,413	-27,879,476
Beginning Fund Balance - July 1, 2023	33	71,191,998	0	71,191,998
Increase (Decrease) in Reserves (GAAP Budgeting)	34	0	0	0
Fund Balance - Nonspendable	35	0	0	0
Fund Balance - Restricted	36	14,015,187	0	14,015,187
Fund Balance - Committed	37	0	0	0
Fund Balance - Assigned	38	4,917,049	0	4,917,049
Fund Balance - Unassigned	39	23,362,873	1,017,413	24,380,286
Total Ending Fund Balance - June 30, 2024	40	42,295,109	1,017,413	43,312,522

Explanation of Changes: Increased Conservation Revenue; Transfer to Enterprise Fund; Jail Maintenance Storage Building; Personnel; Jail Contracts; Veteran Relocation Allocation; Omitted Budgeting for Bond;

Becky Lenihan/Tax & Finance
Officer, Auditor's Office

Discussion and/or decision to approve and authorize Board to sign Resolution No. 67-2023 entitled: Resolution for Transfer from General Basic Fund to Property Acq/Improv/Maintenance Fund.

MELVYN HOUSER
POTTAWATTAMIE COUNTY AUDITOR
AND ELECTION COMMISSIONER
227 S. 6th St, Room 243
P. O. BOX 649
COUNCIL BLUFFS, IOWA 51502-0649



Kristi Everett, First Deputy – Elections
Linda Swolley, First Deputy - Real Estate
Becky Lenihan, Finance & Tax Officer
Phone (712) 328-5700
FAX (712) 328-4740

October 24, 2023

Reso

To: Heather Ausdemore

RE: 2023-2024 Inter-fund Transfer from General Basic to Property Acq/Improv/Maintenance Fund

As per board authorization of October 24, 2023, please transfer as follows:

\$ 3,000,000 **FROM:** 0001-99-0300-000-81200-000 (General Basic Fund)
\$ 3,000,000 **TO:** 0019-0-99-0300-900000-000 (Property Acq/Improv/Maintenance Fund)

Budgeted to Property Acquisition/Improvement/Maintenance Fund from General Basic. Attached is a copy of authorization from the Pottawattamie County Board of Supervisors.

Thank-you
Becky Lenihan
Finance and Tax Officer

Becky Lenihan/Tax & Finance
Officer, Auditor's Office

Discussion and/or decision to approve and authorize Board to sign Resolution No. 68-2023 entitled: Resolution for Transfer from Rural Services Fund to Secondary Roads Fund.

RESOLUTION NO. 68-2023

RESOLUTION FOR TRANSFER FROM RURAL SERVICES FUND TO SECONDARY ROADS FUND

WHEREAS, it is desired to transfer money from the Rural Services Fund to Secondary Roads Fund; and

WHEREAS, said transfers are in accordance with Section 331.432, Code of Iowa.

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors authorizes the following transfers:

SECTION 1: The sum of \$1,375,000 is ordered to be transferred from Rural Services Fund to the Secondary Roads Fund;

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

Dated this 24th Day of October, 2023.

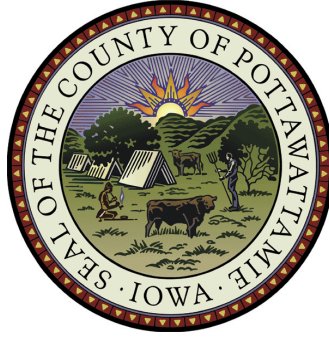
ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
<hr/> Brian Shea, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<hr/> Scott Belt	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<hr/> Tim Wichman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<hr/> Susan Miller	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<hr/> Jeff Jorgensen	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST:

Melvyn Houser, County Auditor

MELVYN HOUSER
POTTAWATTAMIE COUNTY AUDITOR
AND ELECTION COMMISSIONER
227 S. 6th St, Room 243
P. O. BOX 649
COUNCIL BLUFFS, IOWA 51502-0649



Kristi Everett, First Deputy – Elections
Linda Swolley, First Deputy - Real Estate
Becky Lenihan, Finance & Tax Officer
Phone (712) 328-5700
FAX (712) 328-4740

October 24, 2023

Reso

To: Heather Ausdemore

RE: First Quarter 2023-2024 Transfer to Secondary Roads Fund

As per board authorization of October 24, 2024, please transfer as follows:

\$1,375,000 **FROM:** 0011-99-0300-000-81200-000 (Rural Services Fund)
\$1,375,000 **TO:** 0020-0-99-0311-902000-000 (Secondary Roads Fund)

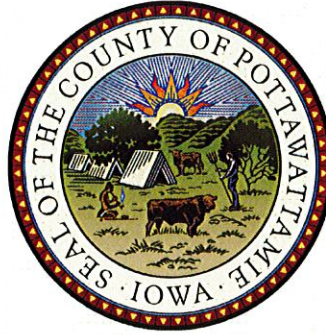
Attached is a copy of authorization from the Pottawattamie County Board of Supervisors.

Thank-you

Becky Lenihan/Tax & Finance
Officer, Auditor's Office

Discussion and/or decision to approve and authorize Board to sign Resolution No. 69-2023 entitled: Resolution for Transfer from LOST Secondary Roads Fund to Bond Series 2021C Debt Fund.

MELVYN HOUSER
POTTAWATTAMIE COUNTY AUDITOR
AND ELECTION COMMISSIONER
227 S. 6th St, Room 243
P. O. BOX 649
COUNCIL BLUFFS, IOWA 51502-0649



Kristi Everett, First Deputy – Elections
Linda Swolley, First Deputy - Real Estate
Kristy Hassay, Second Deputy – Real Estate
Becky Lenihan, Finance & Tax Officer
Phone (712) 328-5700
FAX (712) 328-4740

October 24, 2023

To: Heather Ausdemore

RESO

RE: Transfer from LOST Secondary Roads Fund to Bond Series 2021C Debt Fund

As per board authorization of October 24, 2023 please transfer as follows:

\$54,050 **FROM:** 0035-99-0300-000-81400-000 (LOST Secondary Roads Fund)
\$54,050 **TO:** 2235-0-99-0300-904000-000 (Bond Series 2021C Debt Fund)

Annual transfer per bond agreement/issuance, of LOST funds to debt fund to pay FY 23/24 debt payments. Attached is a copy of authorization from the Pottawattamie County Board of Supervisors.

Thank-you

Becky Lenihan/Tax & Finance
Officer, Auditor's Office

Discussion and/or decision to approve and authorize Board to sign Resolution No. 70-2023 entitled: Resolution for Transfer from LOST Secondary Roads Fund to Bond Series 2020B Debt Fund.

RESOLUTION NO. 70-2023

RESOLUTION FOR TRANSFER FROM LOST SECONDARY ROADS FUND TO BOND SERIES 2020B DEBT FUND

WHEREAS, it is desired to transfer money from the LOST Secondary Roads Fund to Bond Series 2021C Debt Fund; and

WHEREAS, said transfers are in accordance with Section 331.432, Code of Iowa.

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors authorizes the following transfers:

SECTION 1: The sum of \$7,950 is ordered to be transferred from LOST Secondary Roads Fund to the Bond Series 2020B Debt Fund;

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

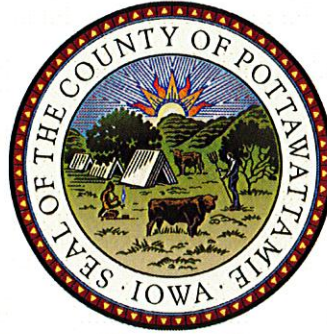
Dated this 24th Day of October, 2023.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Brian Shea, 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"/>
_____ Tim Wichman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Susan Miller	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Jeff Jorgensen	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn Houser, County Auditor

MELVYN HOUSER
POTTAWATTAMIE COUNTY AUDITOR
AND ELECTION COMMISSIONER
227 S. 6th St, Room 243
P. O. BOX 649
COUNCIL BLUFFS, IOWA 51502-0649



Kristi Everett, First Deputy – Elections
Linda Swolley, First Deputy - Real Estate
Kristy Hassay, Second Deputy – Real Estate
Becky Lenihan, Finance & Tax Officer
Phone (712) 328-5700
FAX (712) 328-4740

October 24, 2023

To: Heather Ausdemore

RESO

RE: Transfer from LOST Secondary Roads Fund to Bond Series 2020B Debt Fund

As per board authorization of October 24, 2023 please transfer as follows:

\$7,950 **FROM:** 0035-99-0300-000-81400-000 (LOST Secondary Roads Fund)
\$7,950 **TO:** 2225-0-99-0300-904000-000 (Bond Series 2020B Debt Fund)

Annual transfer per bond agreement/issuance, of LOST funds to debt fund to pay FY 23/24 debt payments. Attached is a copy of authorization from the Pottawattamie County Board of Supervisors.

Thank-you

Friends of Westfair Committee

**Discussion and/or decision on capital project
funding for Westfair.**

Pottawattamie County Funding Request

Board Meeting Date 10.24.23.

Request Date 10.19.23

Organization Name: Westfair Association

Are you a nonprofit organization (If yes, what type 501c3 I.E.)? Yes X 1501c3 No

Are you a registered not-for-profit? Yes X No

Organization Mailing Address: 22904 US-6 Council Bluffs IA 51503

Program or Project Name: Westfair Infrastructure Updates & Facility Upgrades

Contact Person: Connie Casson

Title: Friend of Westfair

Telephone: 402 981 5973 E-Mail: CMCasson@gmail.com

Dollar Amount Requested: \$ 125,000

County Fiscal Year 2024

Total Program/Project Cost: \$ 3,500,000

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

Summary of Funding Request and Project Goals and Objectives:

Support infrastructure update to water power, and security systems at the Westfair facility.

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

Westfair is a community facility used for events, concerts motocross events, and the West Pottawattamie County Fair. upgrading the 50-year-old facility prepares the facility for more public events to serve Pottawattamie County residents and attract others to our events and programming.

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

Electrical update	\$ 700,000
Water supply lines & drainage	\$ 330,000
wells, pumps, tanks	\$ 170,000
Fencing	\$ 250,000
Update asphalt for roads	\$ 250,000
Updated fencing & security	\$ 325,000
New livestock building:	\$ 1,500,000

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

Westfair Association

Proposal to Pottawattamie County

Supervisors

October 2023



Westfair Fairgrounds and Amphitheater is one of Pottawattamie County's most valuable amenities

Westfair was built in 1973 as a permanent home for the West Pottawattamie County Fair, held then at Playland Park. A volunteer committee financed and purchased 80 acres and developed it to host the fair. The Amphitheater was built in 1999, and other amenities include the arena, the motocross track, and buildings suitable for private and corporate events.

The Westfair Association is a nonprofit corporation governed by a 20-member working board. The 2023 annual budget is \$450,000. Revenue is generated by events, sponsorships, and donations.



Westfair's value to the community

In July & August 2023, the Westfair board contracted with Parlay Consulting to conduct a user survey. More than 275 adults completed the survey.

92% rated the Westfair facility valuable or very valuable to the community.

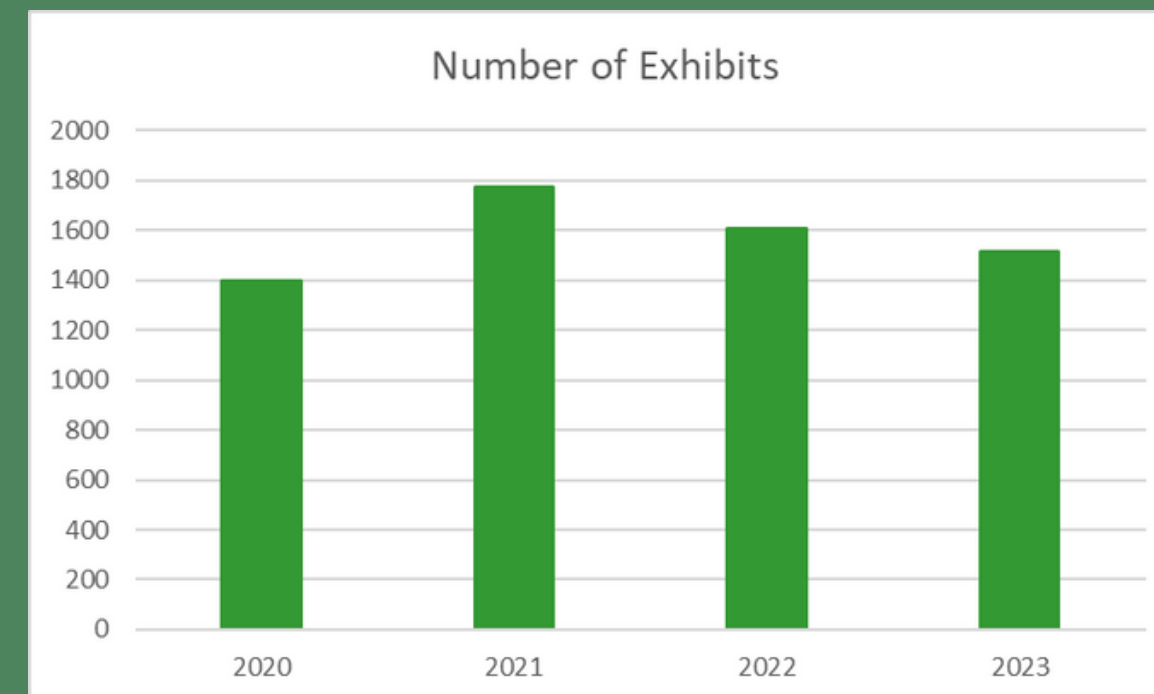
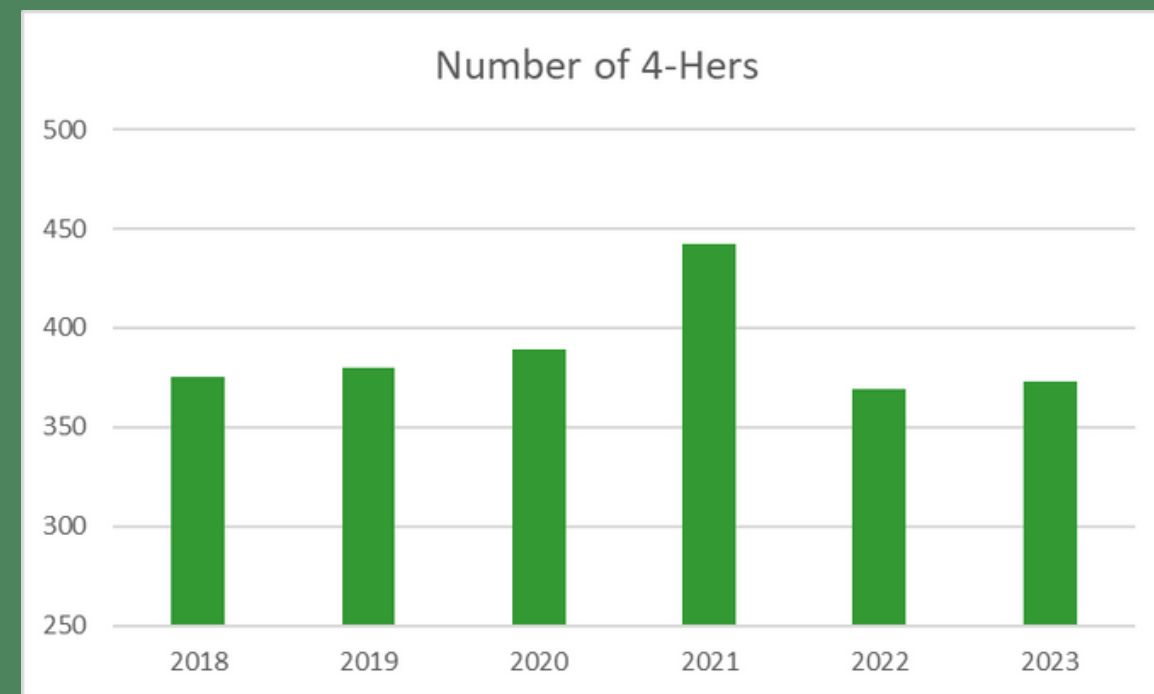
90% of Westfair attendees find it valuable or very valuable.
92% of concert attendees find it valuable or very valuable.



The Impact of 4-H

4-H is America's largest youth development program, with incredible positive impacts on young people.

Westfair is the pinnacle of the project year for 4-H members. West Pott 4-H enrollment and project counts have remained steady over the last five years.



Westfair Needs Updates

To continue serving community events from the fairgrounds and amphitheater, Westfair is in dire need of upgrades to its electrical, water, and security systems.

\$750K

Estimated electrical updates

\$500K

Estimated water updates

\$1.1M

Estimated safety & security updates



The Future of Westfair

\$1.5M

Estimated new
livestock facility

\$3.5M

Estimated
amphitheater
updates

\$1.5M

Estimated arena
updates



The Investment We Seek

The Westfair board requests a \$125,000 investment from the Pottawattamie County Board of Supervisors to support upgrades to the Westfair fairgrounds and amphitheater.



Westfair Board

Arlyn Jensen - President

Ron Lammert - Vice President

Rick Killion - Treasurer

Adam Darrington - Secretary

Allie Frost - Sponsorship

Dan Miller - Vendors

Brandon Vorthmann - Facility Manager

Ed Cain

Dave Fischer

Craig Peterson

Kevin Strohhahn

Chad Casson

Brett Beverage

Kyle Fischer

Adam Kline - Associate Board Member

Jessica Jensen - Associate Board Member

Friends Committee

John Bracker

Connie Casson

Daniel Fischer

Eric Hough

Abby Jares

Kevin Ross



Other Business

Andy Brown/Sheriff

Discussion and/or decision to approve an additional School Resource position for the Sheriff's Department.

Tracy Nosekabel/Environmental Health Coordinator, Planning and Development

Discussion and/or decision to approve 2023 Weed
Commissioner's Report.



2023 WEED COMMISSIONER'S REPORT

For the County of: Pottawattamie

Submit to County Board of Supervisors by: November 1, 2023
 Return copy to the IDALS office by: December 1, 2023

Weed Commissioner's Contact Information:

Name Tracy Nosekabel	Year Appointed 2019
Address 227 S 6th St	Telephone 712-328-4859
City, Zip Code Council Bluffs, Ia, 51501	Alternate Telephone 712-242-6850
Email Address Tracy.nosekabel@pottcounty-ia.gov	Pesticide Certificate # 53182

Which of the noxious weeds have you found in your county?

- | | |
|---|---|
| 1 – Found, a problem in my county
2 – Found, but not a problem | 3 – Not known in my county
? – If you cannot identify this plant |
|---|---|

<i>Primary Noxious Weeds</i>	<i>Answer</i>	<i>Secondary Noxious Weeds</i>	<i>Answer</i>
Buckthorn	3	Buckhorn Plantain	2
Bull Thistle	2	Cocklebur	2
Canada Thistle	1	Curly Dock (Sour Dock)	1
Field Bindweed	2	Multiflora Rose	2
Hoary Cress (Perennial Pepper-grass)	3	Poison Hemlock	1
Horse Nettle	2	Puncturevine	2
Leafy Spurge	1	Red Sorrel (Sheep sorrel)	3
Musk Thistle	1	Shattercane	2
Palmer Amaranth	3	Smooth Dock	2
Perennial Sow Thistle	2	Teasel	1
Quackgrass	3	Velvetleaf (Butterprint)	1
Russian Knapweed	3	Wild Carrot	1
		Wild Mustard	1
		Wild Sunflower	1

<i>Invasive Prohibited Plants</i>	Answer		
Garlic Mustard	2		
Japanese Hop	3		
Japanese Knotweed	3		
Oriental Bittersweet	2		
Purple Loosestrife	3		

Please list any other plants which are a problem or a concern in your county:

None

As County Weed Commissioner, do your duties include roadside spraying?

Yes No

Did your county publish a Notice of Program for weed control pursuant to the provisions of Title VIII Chapter 317 Section 317.14?

Yes No

Did your county employ contract spraying during 2023?

Yes No

If yes, what percentage of your total spray program is contracted? N/A %

If possible, please list the contract rates. \$/mile N/A

Total contract cost \$ N/A

In the past year how much did your county spend on purchasing herbicides?

\$ 0

How many times during 2023 was it necessary to serve a noxious weed notice?

Private (written) 10 Public (written) (DOT, DNR, CCB) 0

How many times did you contact individuals personally, rather than sending them a weed control notice?

Private (verbal) 0 Public (verbal) (DOT, DNR, CCB) 0

How many times did you actually enter private or public land, control weeds, and assess the cost to the owner?

0

How many months were you employed as weed commissioner in 2023?

12 months

Are your duties as weed commissioner incorporated into another county job?

Yes No If Yes, what? Environmental Health Coordinator

Weed Comm. Duties 10 % IRVM Duties 0 %

Other County Duties 90 %

How does the overall county weed situation compare with last year?

Improved Unchanged Worse

Comments? The county had a few more complaints for homes but didn't see an increase in overall weeds throughout the county and all properties were taken care of by the property owners.

Is brush control included in your weed commissioner duties?

Yes No

If yes, what method(s) do you use? *(Circle all that apply):*

Spraying Cutting Stump treatment Basal bark

Other, explain _____

What are your suggestions and/or recommendations which may improve your county weed and brush infestations?

The county has a good handle on weeds.

What herbicides did your county use in your weed control program? Be specific, please list brand name and quantity of each. Please do not list surfactants or adjuvants. If the spray program is contracted in your county, ask your contractor for this information. Add another page if necessary.

Herbicide usage table:

CHEMICAL/BRAND	RATE USED	QUANTITY USED	TO CONTROL?
<i>(Example)</i> <i>Milestone</i>	4 fluid ounces per acre	3.32 gallons	Thistle and teasel on roadside
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A

The above report is true to the best of my knowledge.

Signature 
County Weed Commissioner

19 Oct 23
Date

Signature _____
Chairman, County Board of Supervisors

Date

Please return a copy to:

Iowa Department of Agriculture and Land Stewardship
Attn: State Weed Commissioner
2230 S Ankeny Blvd
Ankeny, IA 50023-9093

Committee Appointments

Update from Board members on Committee meetings from the past week.

Received/Filed

Office of **Pottawattamie County Treasurer**

Nº 047038

10/13/23 for September 2023
Date

Received from Pottawattamie County
Sheriffs office

Payor Pottawattamie County Sheriffs office

Amount Seventy Six Thousand Six Hundred
Seventy Three Dollars & ⁰⁰/₁₀₀ \$76,673.06

Account to be credited See below

Descriptions of funds See below

Received by AS

Date received 10-16-23

September 1, 2023		
Pottawattamie County Sheriffs Office		
Total	Description	Line Item
\$0.00	Bank Interest	0001-4-05-1060-600000-000
\$2,360.00	Weapon Permits	0001-1-05-1060-441000-000
\$74,313.06	Civil Fees	0001-1-05-1060-440000-000
\$0.00	Outstanding Checks	0001-1-05-1060-820000-000
\$76,673.06	Total Deposit	
	\$22,978.61	total check #223615
	\$53,694.45	total check #223616
	\$76,673.06	total deposit

Pottawattamie County Sheriff's Office

Report of Fees Disbursed for

09/01/2023 - 09/29/2023

I Andy Brown, Sheriff of Pottawattamie County IA., do hereby certify that the following is a correct statement of fees disbursed by me from my office for the period 09/01/2023 - 09/29/2023.

Disbursements:

Paid to Others:

State - Weapon Permit Amount 560.00

Refunds; Publication; Sales; Com 235,279.52

Subtotal 235,839.52

Paid to Treasurer:

Service Fees - Notary Fees; Copy Fees 57,504.37

Postage 7,513.38

Transport - Officer Expenses 4,991.50

Mileage Amount 3,978.81

Report Amount 150.00

County - Weapon Permit Amount 2,360.00

Other - Subpoena 175.00

Subtotal 76,673.06

Total 312,512.58

The above information is respectfully submitted on 10/12/2023



Andy Brown
Pottawattamie County, IA

Pottawattamie County Sheriff's Office

Report of Fees Collected for

09/01/2023 - 09/29/2023

I Andy Brown, Sheriff of Pottawattamie County IA., do hereby certify that the following is a correct statement of fees collected by me in my office for the period 09/01/2023 - 09/29/2023.

Receipts:

Service Fees - Notary Fees; Copy Fees	56,228.75
Postage	7,266.17
Transport - Officer Expenses	4,991.50
Mileage Amount	4,049.81
Report Amount	150.00
County - Weapon Permit Amount	2,300.00
State - Weapon Permit Amount	530.00
Refunds; Publication; Sales; Com	327,539.40
Other - Subpoena	175.00
Unapplied	-159.00
Total	403,071.63

The above information is respectfully submitted on 10/12/2023



Andy Brown
Pottawattamie County, IA

**POTTAWATTAMIE COUNTY
OUT-OF-STATE TRAVEL NOTIFICATION FORM**

This form is used to notify the Board of Supervisors of out-of-state travel and to provide an estimate of travel expenses. It must be submitted to the Board of Supervisor's office no later than one (1) week prior to the out-of-state travel.

TRAVEL INFORMATION

Name of Employee Traveling: _____

Department: _____

Destination: _____

Date of Travel: FROM: _____ TO: _____

Name of Elected Official/Department Head Authorizing Travel: _____

PURPOSE OF TRIP

1. Conference Travel

- Giving a presentation
- Serving as panel member, chair
- Serving as an Office or Board Member
- Continuing Education
- Other please explain _____
- _____

2 Non-Conference Travel

State Purpose: _____

Conference Name (Please give complete name) _____

<u>Expense</u>			<u>Cost Estimate</u>
Transportation	Mileage	Airfare	
Lodging			
Meals: Breakfast	Included	Not Included	
Lunch	Included	Not Included	
Dinner	Included	Not Included	
Conf./Seminar Fee			
Other:		Airport -> Hotel Transport	
Total Estimated Cost			

Meals may be included in conference fees or provided by the hotel. Indicate whether meal is included or not. If meal is not included, please refer to the U.S. General Services Administration website for allowable meal per diem at www.gsa.gov Select travel, select a state, select calculate per diem allowances for a trip, select your travel dates, select destination county, select breakdown, the total M&IE rate is listed (middle row), scroll up to the top of the page and select M&IE for breakdown by meal (breakfast, lunch, dinner), find the corresponding number on the far left for your total and the breakdown is provided.

Public Comments

Closed Session