

# **Consent Agenda**

July 6, 2021

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 10:00 A.M. All members present. Chairman Belt 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. June 29, 2021, Minutes as read.
- B. Publication of Claims allowed for June 2021
- C. Treasurer – Employment of Carol Hensley as Clerk II

UNANIMOUS VOTE. Motion Carried.

2. SCHEDULED SESSIONS

Motion made by Wichman, second by Schultz, to approve authorize Board to sign **Resolution No. 68-2021** entitled: Resolution for the Establishment of a Stop Sign at the Intersection of Honeysuckle and Perry Road.

**RESOLUTION NO. 68-2021**

**RESOLUTION FOR THE ESTABLISHMENT OF A STOP SIGN AT THE INTERSECTION OF HONEYSUCKLE AND PERRY ROADS.**

**WHEREAS**, under the provisions of Section 321.255 and 321.236 (1.C.6) of 2021 Code of Iowa, the Board of Supervisors and County Engineer are empowered to designate the location and erection of stop signs.

**AND WHEREAS**, The County Board and County Engineer may designate certain roads as through roads and erect stop signs at specified locations to furnish access thereto or designate any intersection as a stop intersection and erect like signs at one or more locations of access to such intersections.

**AND WHEREAS**, there are currently no stop signs controlling traffic at the intersection.

**NOW THEREFORE BE IT RESOLVED**, that the Board of Supervisors of Pottawattamie County on this 6th day of July, 2021, recognize Honeysuckle Road as a through road and cause the erection of stop signs on Perry Road.

**Dated this 6th Day of July, 2021.**

ROLL CALL VOTE

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

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

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

Motion made by Shea, second by Schultz, to approve Courthouse Addition Project, CRC #001 – Structural Steel Price Increase in the amount of \$75,840. UNANIMOUS VOTE. Motion Carried.

Motion made by Wichman, second by Shea, to send out to bid construction of a parking lot at the Election Building. UNANIMOUS VOTE. Motion Carried.

Discussion was held with Planning and Development Director Matt Wyant on proposed positions, job descriptions, and funding for the Division of Public Health. Discussion only. No action taken.

### 3. OTHER BUSINESS

Motion made by Shea, second by Schultz, to approve payment of FY 2021/2022 ISAC Member Dues of \$5,900. UNANIMOUS VOTE. Motion Carried.

Motion made by Shea, second by Grobe, to approve payment of FY22 Matching Funds for Iowa Economic Development Authority funding of the Western Iowa Tourism Region for \$500. UNANIMOUS VOTE. Motion Carried.

Motion made by Schultz, second by Wichman, to approve 2021 Capital Plan as a living document. UNANIMOUS VOTE. Motion Carried.

### 4. RECEIVED/FILED

#### A. Salary Actions

1. Communications – Payroll Status Change for Cheryl Hawkins, David Sands, Joy Watcher, Eric Wallner, Jamie Watts,
2. BOS – Payroll Status Change for Andrew Moats
3. Mental Health – Payroll Status Change for Miranda Watcher
4. Conservation – Employment of Kylie Gumpert as Promotions and Outreach Coordinator
5. Sheriff – Payroll Status Change for Travis Healy
6. Jail – Payroll Status Change for Cory Elonich, Doug Whittington, Bailey Ceder, Destiny Clark

#### B. Reports

1. Baker Tilly Benefits Summary

### 5. ADJOURN

Motion by Wichman, second by Schultz, to adjourn meeting. UNANIMOUS VOTE. Motion Carried.

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

---

Scott A. Belt, Chairman

ATTEST:

---

Melvyn Houser, Pottawattamie County Auditor

APPROVED: July 13, 2021

PUBLISH: X

# **Scheduled Sessions**

**Matt Wyant/Director, Planning and  
Development and/or Pam  
Kalstrup/Acting Director, Planning and  
Development**

**Public Hearing on proposed preliminary plat  
of Bond Subdivision, a subdivision situated in  
Lewis Township;**

**and to approve and authorize Board to sign  
Planning and Zoning Resolution No. 2021-01.**

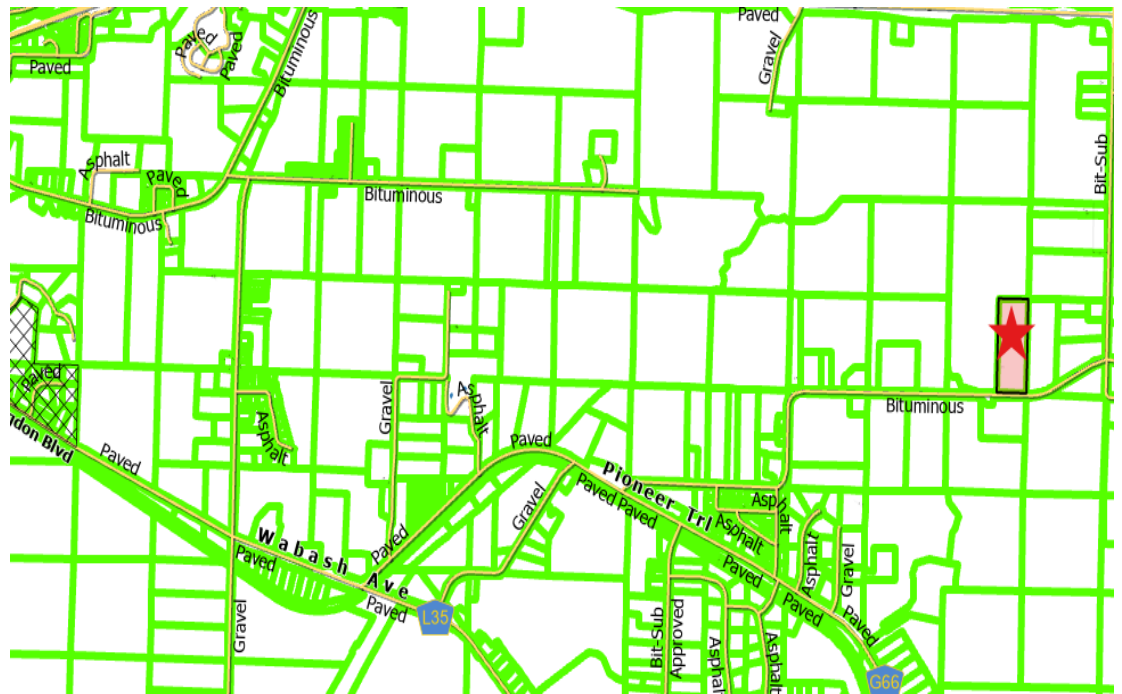
**TO:** Board of Supervisors  
**FROM:** Pam Kalstrup  
**DATE:** July 1, 2021

**RE:** Case #SUB-2021-01  
**REQUEST:** Preliminary plat approval of Bond Subdivision

**LOCATION:** Lewis Township

**LEGAL DESCRIPTION:** 11-74-43 E15 AC SW SE

The subject property is located approximately 2 ¾ miles to the east of the city limits of Council Bluffs on Chestnut Rd.



**PROPERTY OWNER:** Roger A – Debra Bond

**SURVEYOR:** Rogers Surveying

**GENERAL INFORMATION:** The applicant has made this request in order to allow them to split their property into two lots, creating one new building site. SEE ATTACHMENT 1.

**SITE REVIEW:** The parcel consists of 15 acres. There are currently two homes, a well, a septic system and some outbuildings on the property.



**AREA REVIEW:**

The subject property is located immediately adjacent to Chestnut Road, an Official Bituminous County Road. The current Iowa Department of Transportation Traffic Flow Map indicated an average traffic flow of 110 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 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 9.01.065.03 states:

*.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.

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

LARSON BACKHOE SERVICES INC

In my Professional opinion the land at 22730 Chestnut rd has adequate room to support a third septic system.

Thanks

Glen Vanderpool

Larson backhoe Services INC

**WATER SUPPLY:** It is the applicant's intent that the new building lot will be serviced by a well.

Weilage Well Drilling  
50756 Brohard Avenue  
Council Bluffs, Iowa 51503  
(712) 366-1379 -shop  
(402) 980-3837 - cell

5-10 - 2021  
To Roger Bond  
Syracuse Nebraska

Water suitability letter

Roger the area around 22730 Chestnut Road Council Bluffs Iowa would be suitable for developing new wells for residential , agricultural , and commercial . Going back through my drill records the area is underlain with approximately 60 ft of the Dakota sand formation that is known to be in the area . Test pumping and drawdown data indicates any site could yield up to 600 gallons per minute so constructing a residential well of 10 - 20 gallons per minute would not have an adverse impact on the formation. If you need more information please feel free to ask.

Daryl Weilage  
Weilage Well Drilling  
Council Bluffs Iowa

Iowa drillers certificate number 5742

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

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

**EXTERIOR ROAD:** The existing developed lot has direct access onto Chestnut Road, an Official Bituminous County Road. The proposed building lot will also have direct access onto Chestnut Road. Two homes already share an existing entrance and since code allows only two homes to share an easement, the proposed building lot will have its own separate entrance. An entrance permit has been secured with 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 110 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 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 June 21, 2021 the Planning Commission conducted their public hearing on this request and made the following recommendation:

Motion: to recommend that the request of Roger A – Debra S Bond, as filed under Case #SUB-2021-01, be approved as submitted.

Motion by: Wede.

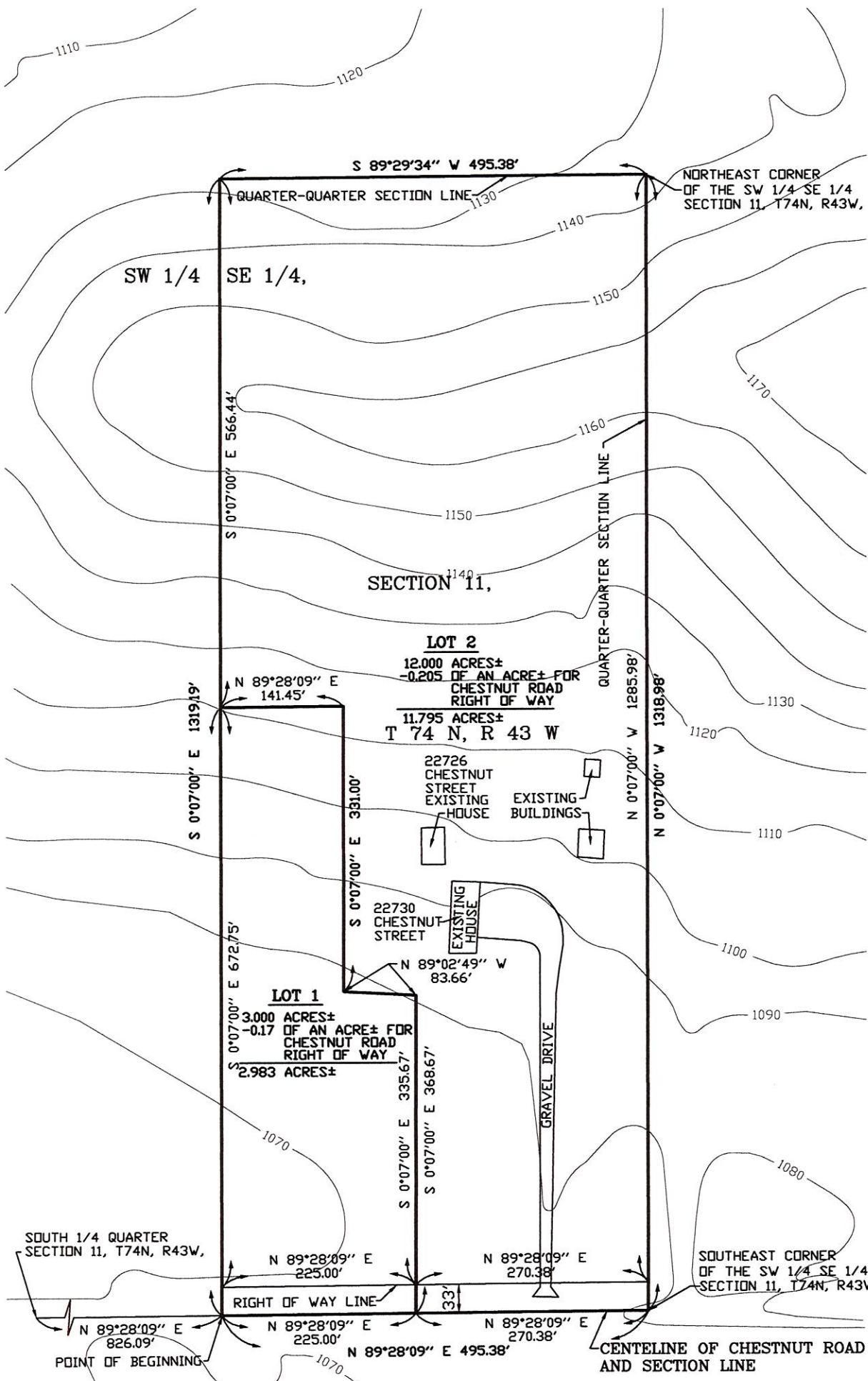
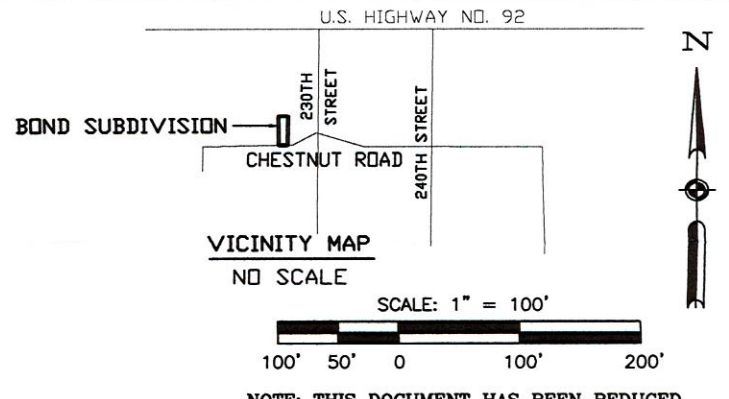
Second by: Silkworth.

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



# PRELIMINARY PLAT OF BOND SUBDIVISION

THE EAST 15 ACRES OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 11, TOWNSHIP 74 NORTH, RANGE 43 WEST OF THE FIFTH PRINCIPAL MERIDIAN, POTTAWATTAMIE COUNTY, IOWA.



### LEGAL DESCRIPTION:

THE EAST 15 ACRES OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 11, TOWNSHIP 74 NORTH, RANGE 43 WEST OF THE FIFTH PRINCIPAL MERIDIAN, POTTAWATTAMIE COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH QUARTER CORNER OF SAID SECTION 11; THENCE NORTH 89°28'09" EAST, ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER, A DISTANCE OF 826.09 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 89°28'09" EAST, ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER, A DISTANCE OF 495.38 FEET TO THE SOUTHEAST CORNER OF SAID SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER; THENCE NORTH 0°07'00" WEST, ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER, A DISTANCE OF 1318.98 FEET TO THE NORTHEAST CORNER OF SAID SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER; THENCE SOUTH 89°29'34" WEST, ALONG THE NORTH LINE OF SAID SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER, A DISTANCE OF 495.38 FEET; THENCE SOUTH 0°07'00" EAST, AND PARALLEL WITH THE EAST LINE OF SAID SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER, A DISTANCE OF 1319.19 FEET TO THE POINT OF BEGINNING. SAID PARCEL CONTAINS 15.00 ACRES, MORE OR LESS. THE SOUTH 33.00 FEET OF SAID PARCEL IS SUBJECT TO AN EASEMENT FOR CHESTNUT ROAD RIGHT OF WAY. SAID EASEMENT CONTAINS 0.38 OF AN ACRE, MORE OR LESS.

### ZONING:

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

EXISTING ZONING OF ALL LAND ABUTTING PROPOSED BOND SUBDIVISION IS CLASS A-4 DISTRICT.

### NOTE:

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

### BUILDING SETBACKS:

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

### 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.* MAY 17, 2021  
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

ROGERS SURVEYING		
1688 ROLLING HILLS LOOP COUNCIL BLUFFS, IOWA		
SCALE: 1" = 100'	PHONE: (402) 689-1549	DRAWN BY: J.A.T.
DATE: 5-13-2021		REVISED
TITLE: PRELIMINARY PLAT OF BOND SUBDIVISION		
CLIENT: ROGER & DEBRA BOND 1055 CHESTNUT STREET SYRACUSE, NE 68446	SHEET 1	

**PLANNING AND ZONING  
RESOLUTION NO. 2021-01**

**WHEREAS**, the proposed preliminary plat and supporting documents for **Bond Subdivision**, a subdivision situated in **Lewis Township**, has been filed with the Pottawattamie County Planning and Zoning Commission for its study and recommendation under **Case #SUB-2021-01**; and

**WHEREAS**, said Commission conducted a public hearing on **June 21, 2021**, 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 **July 13<sup>th</sup>, 2021** 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 **Gillett 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.

**Dated this 13th Day of July, 2021.**

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

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

**Matt Wyant/Director, Planning and  
Development and/or Pam  
Kalstrup/Acting Director, Planning and  
Development**

**Discussion and/or decision to sign the  
Forgivable Loan Agreement for the Water  
Improvement Project.**

## FORGIVABLE LOAN AGREEMENT

This Forgivable Loan Agreement is entered into between Pottawattamie County, Iowa (the “County”) and Regional Water as of the \_\_\_\_ day of \_\_\_\_\_, 2021 (the “Commencement Date”).

WHEREAS, Regional Water, an Iowa Nonprofit Corporation (“Regional Water”), is authorized and empowered by Iowa Code Chapter 504 (the “Act”) to issue notes or bonds for any corporate purpose; and

WHEREAS, Regional Water has proposed to undertake certain improvements and extensions (the “Water Improvement Project”) to its water system (the “System”) in order to serve certain property (the “Development Property”) situated in Pottawattamie County, Iowa (the “County”); and

WHEREAS, the Water Improvement Project is necessary to provide water service to the Development Property and to promote the development of residential housing thereon; and

WHEREAS, Regional Water has requested that the County provide financial assistance in the form of a forgivable loan (the “Forgivable Loan”) in order to pay for a portion of the costs of the Water Improvement Project; and

WHEREAS, Chapter 15A of the Code of Iowa authorizes counties to provide grants, loans, guarantees, tax incentives and other financial assistance to or for the benefit of private persons;

NOW, THEREFORE, Regional Water and the County agree as follows:

A. Regional Water’s Covenants.

1. Water Improvement Project. Regional Water agrees to cause the construction of the Water Improvement Project in accordance with the timeline and specifications set forth on Exhibit A hereto. The construction of the Water Improvement Project shall minimally include the construction of certain water pipeline improvements with the capacity to serve five hundred (500) single-family homes in the County. Regional Water agrees to achieve substantial completion of the Water Improvement Project by no later than September 1, 2022.

Prior to constructing the Water Improvement Project, Regional Water will submit copies of all engineering documents related to the proposed Water Improvement Project to the County for review. The County may request reasonable changes in such documents, to ensure compliance with the requirements of this Agreement.

2. Forgivable Loan. Regional Water agrees that the County will advance the proceeds (the “Forgivable Loan Proceeds”) of the Forgivable Loan in the amount of \$300,000 to Regional Water in accordance with Section B.1 of this Agreement. Regional Water further agrees that the County will not advance any Forgivable Loan Proceeds until this Agreement has been executed in-full and Regional Water has delivered the Promissory Note (as hereinafter defined) to the County.

Regional Water agrees to apply the Forgivable Loan Proceeds to the payment and/or reimbursement of the costs of the Water Improvement Project.

Regional Water's obligation to repay the Forgivable Loan shall be evidenced by a promissory note (the "Promissory Note") to be executed by Regional Water and delivered to the County. The Promissory Note shall be in substantially the form as set forth on Exhibit B hereto.

Unless sooner forgiven in accordance with the terms of this Agreement or made subject to acceleration in accordance with Section A.8 of this Agreement, all principal advanced under the Forgivable Loan, and accrued interest thereon, shall be due and owing to the County at the office of the County Auditor by Noon on December 1, 2022. The Forgivable Loan shall bear interest at the rate of 1.50% per annum calculated from the date of the Promissory Note. Interest shall be calculated on the basis of the actual 365-day or 366-day calendar year, whichever is appropriate.

Nothing herein shall prohibit Rural Water from forfeiting the right to loan forgiveness, as set forth in Section B.2 of this Agreement by prepaying on the Forgivable Loan at any time. All prepayments shall be applied first to accrued interest and then to outstanding principal. Prepaid principal shall cease to bear interest at the time of such prepayment.

3. Loan Forgiveness Request. Upon completion of the construction of the Water Improvement Project, Regional Water agrees to submit a request (the "Loan Forgiveness Request") to the County requesting that the Forgivable Loan be forgiven in accordance with Section B.2 of this Agreement.

The Loan Forgiveness Request shall be accompanied by documentation (the "Costs Documentation") detailing the total costs (the "Water Improvement Costs") incurred in the completion thereof, including invoices and such other documentation as is reasonably requested by the County, confirming that such Water Improvement Costs detailed in such Costs Documentation were in fact incurred in the construction of the Water Improvement Project and that such Water Improvement Costs are of an amount reasonably to have been expected with respect to such construction.

The Water Improvement Costs may include costs relating to land acquisition, planning, designing and constructing the Water Improvement Project; and other reasonably related costs of carrying out the Water Improvement Project.

The Loan Forgiveness Request shall also be accompanied by a report from the engineers for the Water Improvement Project demonstrating that the Water Improvement Project has the capacity to provide service to at least five hundred (500) single-family homes in the County.

8. Default Provisions.

A. Events of Default. The following shall be an "Event of Default" under this Agreement, and the term "Event of Default" shall mean, whenever it is used in this Agreement (unless otherwise provided), any one or more of the following events:



- I. Failure by Regional Water to complete construction of the Water Improvement Project pursuant to the terms and conditions of this Agreement.
- II. Failure by Regional Water to repay the Forgivable Loan pursuant to the terms and conditions of this Agreement.
- III. Failure by Regional Water to observe or perform any other material covenant on its part, to be observed or performed hereunder.

B. Notice and Remedies. Whenever any Event of Default described in this Agreement occurs, the County shall provide written notice to Regional Water describing the cause of the default and the steps that must be taken by Regional Water in order to cure the default. Regional Water shall have thirty (30) days after receipt of the notice to cure the default or to provide assurances satisfactory to County that the default will be cured as soon as reasonably possible. If Regional Water fails to cure the default or provide assurances, the County shall then have the right to:

- I. Pursue any action available to it, at law or in equity, in order to enforce the terms of this Agreement.
- II. Accelerate the due date of the then unforgiven principal amount of the Forgivable Loan, with interest thereon, which amount shall become due and owing within 30-days of the provision of a written notice of such acceleration from the County to Regional Water without presentment, demand, protest or other notice of any kind, all of which are hereby expressly waived, anything in this Agreement to the contrary notwithstanding. In the event of acceleration of the Forgivable Loan, the provisions with respect to loan forgiveness as set forth in section B.2 of this Agreement shall not apply.

B. County's Covenants.

1. Disbursement of Loan Proceeds. The County hereby agrees to advance the Forgivable Loan Proceeds in the amount of \$300,000 to Regional Water within thirty (30) days of the Commencement Date of this Agreement.

2. Loan Forgiveness. Principal of and interest on the Forgivable Loan shall be forgiven with fifteen (15) days upon receipt from Regional Water of a satisfactory Loan Forgiveness Request.

In the event that the County determines that a Loan Forgiveness Request received from Regional Water does not meet the requirements of Section A.3 above, the County shall notify Regional Water within fifteen (15) days of such determination in order to allow an opportunity for Regional Water to cure the noted deficiencies.

The County and Regional Water have caused this Agreement to be signed, in their names and on their behalf by their duly authorized officers, all as of the day and date written above.

POTTAWATTAMIE COUNTY, IOWA

By: \_\_\_\_\_  
Chairperson

Attest:

\_\_\_\_\_  
County Auditor

REGIONAL WATER

By \_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Board Secretary/Treasurer

EXHIBIT A  
TIMELINE AND SPECIFICATIONS OF WATER IMPROVEMENT PROJECT

**Specifications**

Regional Water will construct approximately 5.5 miles of pipeline to provide potable water to new housing development(s) at approximately the intersection of Pioneer Trail and Dumfries Avenue in Pottawattamie County, IA. The pipeline will be installed in private easement where possible and in the public right of way where easements cannot be obtained.

The primary pipe material will be PVC. The pipeline will consist of a meter vault near the connection point to Glenwood Municipal Utilities (GMU), gasketed PVC pipe where open excavation is possible, restrained-joint PVC pipe installed by horizontal directional drilling or other trenchless installation methods beneath roads or where open excavation is not feasible, mainline valves, cleanouts, fittings, etc. The pipeline will be designed and constructed according to Regional Water's standard specification for rural water pipeline construction. Specifications will not conform to SUDAS standards. The pipeline is only designed to supply domestic service, and not capable of providing any level of fire protection.

The pipeline will be designed to serve water to a minimum of 500 residential customers along Dumfries Avenue, along Pioneer Trail between Dumfries Avenue and 240<sup>th</sup> Street, and along 240<sup>th</sup> Street south of Greenview Road. The minimum number of customers served assumes an average customer peak daily water use of 360 gallons. The initial 160 services in the first two developments are included in the 500-customer capacity. Additional pipeline will be required in the future to serve any customers located north or east of the two initial developments near the intersection of Pioneer Trail and Dumfries Avenue. Additional pipeline and other future improvements are outside the scope of this Agreement. This Agreement does not obligate Regional Water to construct any pipeline or improvements other than the 5.5 miles of pipeline and appurtenant items described above.

The water source will be a connection to GMU's water system at the intersection of Barrus Road and 229<sup>th</sup> Street in Mills County, IA. The initial water delivery point(s) will be at the entrance to each new housing development. The potable water distribution system within each development will be constructed by the developer and turned over to Regional Water following completion.

**Timeline**

The contract documents for the pipeline construction will require the contractor to substantially complete the project on or before September 1, 2022. Substantial completion is defined by a project which operates as intended, i.e. the pipeline can convey potable water to its intended point of delivery. Miscellaneous cleanup items may remain outstanding until the final completion deadline. The Loan Forgiveness Request may be submitted after final completion of the project. An approximate timeline for project tasks is shown below:

- June – December 2021                      Easement Acquisition

- June – October 2021 Pipeline Design
- November – December 2021 Iowa DNR plan review, Pott Co plan review
- January 2022 Project bid
- April – August 2022 Pipeline construction
- September 1, 2022 Substantial Completion Deadline
- November 15, 2022 Final Completion Deadline

EXHIBIT B  
PROMISSORY NOTE

**PRINCIPAL AMOUNT: \$300,000**

**Interest Rate: 1.50%**

**Maturity Date: December 1, 2022**

**Dated: \_\_\_\_\_, 2021**

Regional Water (the “Borrower”) for value received, promise to pay, to Pottawattamie County, Iowa (the “County”), its successors or assigns, the principal sum of Three Hundred Thousand Dollars (\$300,000), in lawful money of the United States of America, on December 1, 2022.

The County has made a forgivable loan to the Borrower in the principal amount of Three Hundred Thousand Dollars (\$300,000) (the “Forgivable Loan”) under this Promissory Note (the “Note”) and under a certain Economic Development Loan Agreement (the “Agreement”) between the County and the Borrower dated \_\_\_\_\_, 2021, and reference is hereby made to the Agreement for a more complete description of the rights and obligations of the parties hereof.

The Forgivable Loan shall be forgiven by the County in accordance with the terms set forth in the Agreement.

Payment of principal of and interest on the Forgivable Loan shall be made to the County at the Office of the County Auditor, Pottawattamie County Courthouse, Second Floor, 227 S 6<sup>th</sup> Street, Council Bluffs, Iowa 51501 by Noon on December 1, 2022, unless sooner forgiven in accordance with the Agreement. This Note shall bear interest at the rate of 1.50% per annum calculated from the date of this Note. Interest on this Note shall be calculated on the basis of the actual 365-day or 366-day calendar year, whichever is appropriate.

The Borrower reserves the right to prepay principal of this Note, in whole or in part, without penalty, at any time prior to maturity. All prepayments shall be applied first to accrued interest and then to outstanding principal. Prepaid principal shall cease to bear interest at the time of such prepayment.

In the event of a default under the Agreement which has not been cured in accordance with the terms of the Agreement, including the failure to repay principal of the Forgivable Loan under the terms of the Agreement, the Borrowers agree to pay all costs and expenses of collection, including reasonable attorney’s fees. The Borrowers waive demand, presentment, notice of non-payment, protest, notice of protest and notice of dishonor.

This Note is secured, and its maturity is subject to acceleration in each case upon the terms provided in the Agreement.

The validity, construction and enforceability of this Note shall be governed by the internal laws of the State of Iowa without giving effect to the conflict of laws principles thereof.

REGIONAL WATER

By \_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Board Secretary/Treasurer

## **Grant Anderson/MAPA**

**Discussion and/or decision to approve  
Cornerstone Commercial Contractors pay  
request no. 2 for downtown rehab  
construction work in Carson/Macedonia.**

<b>BUDGET FY</b>	<b>General Accounting Expenditure</b>	<b>DOCUMENT NUMBER</b>
	DATE 7/13/2021	ACCTG PERIOD (mm/yy) 07/2021

<b>VENDOR CODE</b>	<b>AGENCY NAME</b>
<b>VENDOR NAME AND ADDRESS</b> Pottawattamie County 227 South 6th Street Council Bluffs, IA 51501	<b>BILL TO ADDRESS (ORDERING AGENCY)</b> Iowa Department of Economic Development 1963 Bell Ave. Des Moines, Iowa 50315
<b>SHIP TO ADDRESS</b>	

<b>TERMS</b>	<b>FOB</b>	<b>ORDER APPROVED BY</b>	<b>GOODS RECEIVED/SERVICES PERFORMED</b>
			DATE INITIALS
<b>QUANTITY</b>		<b>VENDOR'S INVOICE NUMBER</b>	
		<b>Report Number: 4</b>	

ORDERED	RECEIVED	UNIT OF MEASURE	DESCRIPTION	UNIT PRICE	TOTAL PRICE
			Request for CDBG Payment No. 4 Contract Number: 18-DTR-004  MAPA #3 - Invoice No. 1993 - 18-DTR-004-181 Cornerstone Comm. Contractors #2 - 18-DTR-004-116		33,576.00

**DOCUMENT TOTAL** 33,576.00

<b>CLAIMANT'S 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.	<b>AGENCY CERTIFICATION</b> I CERTIFY THAT THE ABOVE EXPENSE WERE INCURRED AND THE AMOUNTS ARE CORRECT AND SHOULD BE PAID FROM THE FUNDS APPROPRIATED BY: <b>CODE OR CHAPTER SECTION(S)</b>
<b>DATE</b> _____ <b>TITLE</b> _____	
<b>CLAIMANT'S SIGNATURE</b> _____	<b>AUTHORIZED SIGNATURE</b> _____

THE FOLLOWING FIELDS ARE FOR STATE ACCOUNTING USE ONLY

DOC TYPE (GAX) <b>GAX</b>	DOC NUMBER	DOC DATE	ACCTG PRD	BUDGET FY	ACTION NEW/MOD	PO SHIP INSTR	GAX TYPE	INT IND	INT SELLER FUND	INT SELLER AGCY
VENDOR CODE		ADDR OVERRIDE	F/A INDICATOR	LEFT IND	TEXT -po's only (Y/N)	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	0340	269	4710				4125									
02																
03																
04																
05																
06																
07																

**DOCUMENT TOTAL** \_\_\_\_\_



# PAYMENT APPLICATION

<b>TO:</b> Pottawattamie County, Iowa 227 South 6th St Council Bluffs, IA 51501	<b>PROJECT NAME AND LOCATION:</b> Carson Macedonia Façade CDBG Pottawattamie County, Iowa Façade Re various locations Macedonia, Iowa and Carson, Iowa	<b>APPLICATION #</b> 2 <b>PERIOD THRU:</b> 06/25/2021 <b>PROJECT #s:</b> Pott County Façade <b>DATE OF CONTRACT:</b> 03/10/2021
<b>FROM:</b> Cornerstone Commercial Contractors, Inc. 401 7th St Corning, Iowa 50841	<b>ARCHITECT:</b> The Franks Design Group 410 First Street Glenwood, Iowa 51534	Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> <input type="checkbox"/>
<b>FOR:</b> façade rehabilitation		

## CONTRACTOR'S SUMMARY OF WORK

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

1. <b>CONTRACT AMOUNT</b>	<u>\$464,670.00</u>
2. <b>SUM OF ALL CHANGE ORDERS</b>	<u>\$0.00</u>
3. <b>CURRENT CONTRACT AMOUNT</b> (Line 1 +/- 2)	<u>\$464,670.00</u>
4. <b>TOTAL COMPLETED AND STORED</b> (Column G on Continuation Page)	<u>\$130,249.18</u>
5. <b>RETAINAGE:</b>	
a. 5.00% of Completed Work (Columns D + E on Continuation Page)	<u>\$6,512.46</u>
b. 5.00% of Material Stored (Column F on Continuation Page)	<u>\$0.00</u>
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	<u>\$6,512.46</u>
6. <b>TOTAL COMPLETED AND STORED LESS RETAINAGE</b> (Line 4 minus Line 5 Total)	<u>\$123,736.72</u>
7. <b>LESS PREVIOUS PAYMENT APPLICATIONS</b>	<u>\$53,092.25</u>
8. <b>PAYMENT DUE</b>	<b>\$70,644.47</b>
9. <b>BALANCE TO COMPLETION</b> (Line 3 minus Line 6)	<u>\$340,933.28</u>

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$0.00	\$0.00
Total approved this month	\$0.00	\$0.00
<b>TOTALS</b>	\$0.00	\$0.00
<b>NET CHANGES</b>	\$0.00	

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 25th day of June 2021

**Jason Kentner**  
 Digitally signed by Jason Kentner  
 Date: 2021.06.25 09:19:41 -05'00'


Notary Public: Jaime Johnston  
 My Commission Expires: 01-19-2022

## 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..... **\$70,644.47**

(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: 7/7/2021

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 #: 2  
 CDBG Pottawattamie County, Iowa Façade DATE OF APPLICATION: 06/25/2021  
 Rehab Project-Macedonia and Carson, Iowa PERIOD THRU: 06/25/2021  
 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 % COMP. (G / C)	I BALANCE TO COMPLETION (C-G)	J RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
1	The Painted Camel 320 Main St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
1a	Carpentry	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$4,500.00	
1b	Aluminum storefront	\$8,952.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$8,952.00	
1c	Paint	\$2,694.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,694.00	
1d	Misc materials	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,000.00	
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	\$124.83	\$0.00	\$0.00	\$124.83	3%	\$4,036.17	
1g	Allowance #1	\$8,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$8,000.00	
2	Pioneer Trail Museum Annex 318	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
2a	Masonry	\$5,882.00	\$0.00	\$2,941.00	\$0.00	\$2,941.00	50%	\$2,941.00	
2b	Carpentry	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,500.00	
2c	Aluminum storefront	\$8,200.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$8,200.00	
2d	Paint	\$2,679.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,679.00	
2e	Misc materials	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,000.00	
2f	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
2g	General conditons, overhead and	\$4,984.00	\$149.52	\$598.08	\$0.00	\$747.60	15%	\$4,236.40	
3	Pioneer Trail Museum Storage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
3a	Carpentry	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,000.00	
3b	Paint	\$3,579.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,579.00	
3c	Door Rehab	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$900.00	
3d	Misc materials	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,000.00	
3e	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
3f	General conditons, overhead and	\$2,227.00	\$66.81	\$0.00	\$0.00	\$66.81	3%	\$2,160.19	
4	314 Bulding 314 Main St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
4a	Masonry	\$8,640.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$8,640.00	
4b	Carpentry	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,500.00	
4c	Paint	\$4,739.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$4,739.00	
4d	Storm windows	\$2,700.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,700.00	
4e	Misc materials	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,000.00	
SUB-TOTALS		\$88,837.00	\$3,341.16	\$3,539.08	\$0.00	\$6,880.24	8%	\$81,956.76	

CONTINUATION PAGE

PROJECT: Carson Macedonia Façade APPLICATION #: 2  
 CDBG Pottawattamie County, Iowa Façade DATE OF APPLICATION: 06/25/2021  
 Rehab Project-Macedonia and Carson, Iowa PERIOD THRU: 06/25/2021  
 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 % COMP. (G / C)	I BALANCE TO COMPLETION (C-G)	J RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
4f	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
4g	General condtions, overhead and	\$4,847.00	\$145.41	\$0.00	\$0.00	\$145.41	3%	\$4,701.59	
5	312 Building 312 Main St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
5a	Masonry	\$13,680.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$13,680.00	
5b	Carpentry	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,500.00	
5c	Paint	\$4,739.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$4,739.00	
5d	Storm windows	\$2,700.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,700.00	
5e	Glazing	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$400.00	
5f	Misc materials	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,000.00	
5g	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
5h	General condtions, overhead and	\$5,935.00	\$178.05	\$0.00	\$0.00	\$178.05	3%	\$5,756.95	
6	Treynor State Bank 310 Main St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
6a	Masonry	\$9,240.00	\$0.00	\$6,930.00	\$0.00	\$6,930.00	75%	\$2,310.00	
6b	Carpentry	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$500.00	
6c	Paint	\$2,719.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,719.00	
6d	Misc materials	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,000.00	
6e	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
6f	General condtions, overhead and	\$3,423.00	\$102.69	\$1,437.66	\$0.00	\$1,540.35	45%	\$1,882.65	
7	Stempl Bird Museum 311 Main St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
7a	Masonry	\$6,800.00	\$0.00	\$6,120.00	\$0.00	\$6,120.00	90%	\$680.00	
7b	Window rehab	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$600.00	
7c	Door rehab	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$900.00	
7d	Paint	\$1,241.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,241.00	
7e	Carpentry	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$500.00	
7f	Misc materials	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,000.00	
7g	Performance bond	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100%	\$0.00	
7h	General condtions, overhead and	\$2,940.00	\$88.20	\$1,323.00	\$0.00	\$1,411.20	48%	\$1,528.80	
8	The Barn 106-110 Broadway St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
8a	Masonry	\$20,934.00	\$15,700.50	\$4,186.80	\$0.00	\$19,887.30	95%	\$1,046.70	
SUB-TOTALS		\$181,435.00	\$23,556.01	\$23,536.54	\$0.00	\$47,092.55	26%	\$134,342.45	

CONTINUATION PAGE

PROJECT: Carson Macedonia Façade APPLICATION #: 2  
 CDBG Pottawattamie County, Iowa Façade DATE OF APPLICATION: 06/25/2021  
 Rehab Project-Macedonia and Carson, Iowa PERIOD THRU: 06/25/2021  
 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 % COMP. (G / C)	I BALANCE TO COMPLETION (C-G)	J RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
8b	Carpentry	\$7,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$7,500.00	
8c	Aluminum storefront/door	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$12,000.00	
8d	Paint	\$1,419.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,419.00	
8e	Misc materials	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,000.00	
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	\$2,883.62	\$837.18	\$0.00	\$3,720.80	40%	\$5,581.20	
8h	Alternate #1	\$2,804.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,804.00	
9	124 Cenpro 124 Broadway St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
9a	Masonry	\$13,080.00	\$0.00	\$13,080.00	\$0.00	\$13,080.00	100%	\$0.00	
9b	Aluminum storefront	\$10,329.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$10,329.00	
9c	Carpentry	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$4,500.00	
9d	Paint	\$1,164.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,164.00	
9e	Misc materials	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,000.00	
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	\$202.38	\$2,293.64	\$0.00	\$2,496.02	37%	\$4,249.98	
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	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,000.00	
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	\$38.61	\$0.00	\$0.00	\$38.61	3%	\$1,248.39	
10e	Allowance #2	\$46,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$46,500.00	
10f	Allowance #3	\$3,650.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,650.00	
10g	Alternate #2	\$3,800.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,800.00	
11	126 Building East 126 Broadway	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
11a	Masonry	\$48,960.00	\$19,584.00	\$19,584.00	\$0.00	\$39,168.00	80%	\$9,792.00	
11b	Carpentry	\$3,750.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,750.00	
11c	Paint	\$1,619.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,619.00	
11d	Wood windows	\$9,645.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$9,645.00	
11e	Wood door	\$3,426.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,426.00	
SUB-TOTALS		\$380,695.00	\$49,264.62	\$59,331.36	\$0.00	\$108,595.98	29%	\$272,099.02	

CONTINUATION PAGE

PROJECT: Carson Macedonia Façade APPLICATION #: 2  
 CDBG Pottawattamie County, Iowa Façade DATE OF APPLICATION: 06/25/2021  
 Rehab Project-Macedonia and Carson, Iowa PERIOD THRU: 06/25/2021  
 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)			
11f	Door rehab	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$900.00	
11g	Misc materials	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,000.00	
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	\$3,548.40	\$3,548.40 ✓	\$0.00	\$7,096.80	48%	\$7,688.20	
12	US Bank 113 Broadway St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
12a	Masonry	\$9,840.00	\$0.00	\$9,840.00 ✓	\$0.00	\$9,840.00	100%	\$0.00	
12b	Glass	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,000.00	
12c	Misc materials	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,000.00	
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	\$73.56	\$1,642.84 ✓	\$0.00	\$1,716.40	70%	\$735.60	
13	119 Building 119 Broadway St	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
13a	Masonry	\$16,200.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$16,200.00	
13b	Aluminum storefront/door	\$12,400.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$12,400.00	
13c	Carpentry	\$8,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$8,500.00	
13d	Paint	\$3,199.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,199.00	
13e	Misc materials	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,000.00	
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	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$8,699.00	
TOTALS		\$464,670.00	\$55,886.58	\$74,362.60	\$0.00	\$130,249.18	28%	\$334,420.82	

	Beginning Budget	Beginning Local	Beginning CDBG	Beginning CITIES
Carson	\$ 590,994.80	\$ 30,169.80	\$ 286,700.00	\$ 274,125.00
Macedonia	\$ 408,514.84	\$ 19,014.84	\$ 183,300.00	\$ 206,200.00
MAPA	\$ 30,000.00	\$ -	\$ 30,000.00	\$ -
<b>TOTAL</b>	<b>\$ 1,029,509.64</b>	<b>\$ 49,184.64</b>	<b>\$ 500,000.00</b>	<b>\$ 480,325.00</b>

	Current Expenditures	Current Local	Current CDBG	Current CITIES
Carson	\$ 146,790.21	\$ -	\$ 83,559.13	\$ 58,921.27
Macedonia	\$ 72,392.57	\$ -	\$ 46,304.28	\$ 24,174.92
MAPA	\$ 27,000.00	\$ -	\$ 27,000.00	\$ -
<b>TOTAL</b>	<b>\$ 246,182.78</b>	<b>\$ -</b>	<b>\$ 156,863.41</b>	<b>\$ 83,096.19</b>

	Remaining Balance	Remaining Local	Remaining CDBG	Remaining CITIES
Carson	\$ 444,204.59	\$ -	\$ 203,140.87	\$ 215,203.73
Macedonia	\$ 336,122.27	\$ -	\$ 136,995.72	\$ 182,025.08
MAPA	\$ 3,000.00	\$ -	\$ 3,000.00	\$ -
<b>TOTAL</b>	<b>\$ 783,326.86</b>	<b>\$ -</b>	<b>\$ 343,136.59</b>	<b>\$ 397,228.81</b>

Claim #	Vendor	Invoice Date	Total Claim	CDBG	CITIES - Carson	CITIES - Macedonia	Property Owner Match
1	Franks Design Group #1	8/15/2019	\$ 46,221.42	\$ 46,221.42	\$ -	\$ -	\$ -
2	Franks Design Group #2	10/31/2019	\$ 26,585.64	\$ -	\$ 13,292.82	\$ 13,292.82	\$ -
	Franks Design Group #3	7/24/2020	\$ 20,289.00	\$ 20,289.00	\$ -	\$ -	\$ -
3	MAPA #1	11/12/2019	\$ 15,684.52	\$ 15,684.52	\$ -	\$ -	\$ -
	MAPA #2	3/18/2020	\$ 8,648.68	\$ 8,648.68	\$ -	\$ -	\$ -
4	Terracon	2/28/2020	\$ 2,350.00	\$ -	\$ 2,350.00	\$ -	\$ -
5	Cornerstone #1	5/28/2021	\$ 53,092.25	\$ 29,777.00	\$ 20,173.05	\$ 3,142.20	\$ -
	MAPA #3	8/5/2020	\$ 2,666.80	\$ 2,666.80	\$ -	\$ -	\$ -
6	Cornerstone #2	7/7/2021	\$ 70,644.47	\$ 33,575.99	\$ 23,105.40	\$ 7,739.90	\$ 6,223.18

Totals	\$ 246,182.78	\$ 156,863.41	\$ 58,921.27	\$ 24,174.92	\$ 6,223.18
--------	---------------	---------------	--------------	--------------	-------------

CDBG %	1	2
Carson	0.61	0.74
Macedonia	0.39	0.26

CITIES %	
Carson	0.42
Macedonia	0.40



**Donna Dostal/President & CEO,  
Pottawattamie County Community  
Foundation**

**Presentation on Organization, Granting  
Opportunities, and Areas of Potential  
Collaboration**

POTTAWATTAMIE COUNTY  
COMMUNITY FOUNDATION





# 2019-2020 COMMUNITY IMPACT REPORT

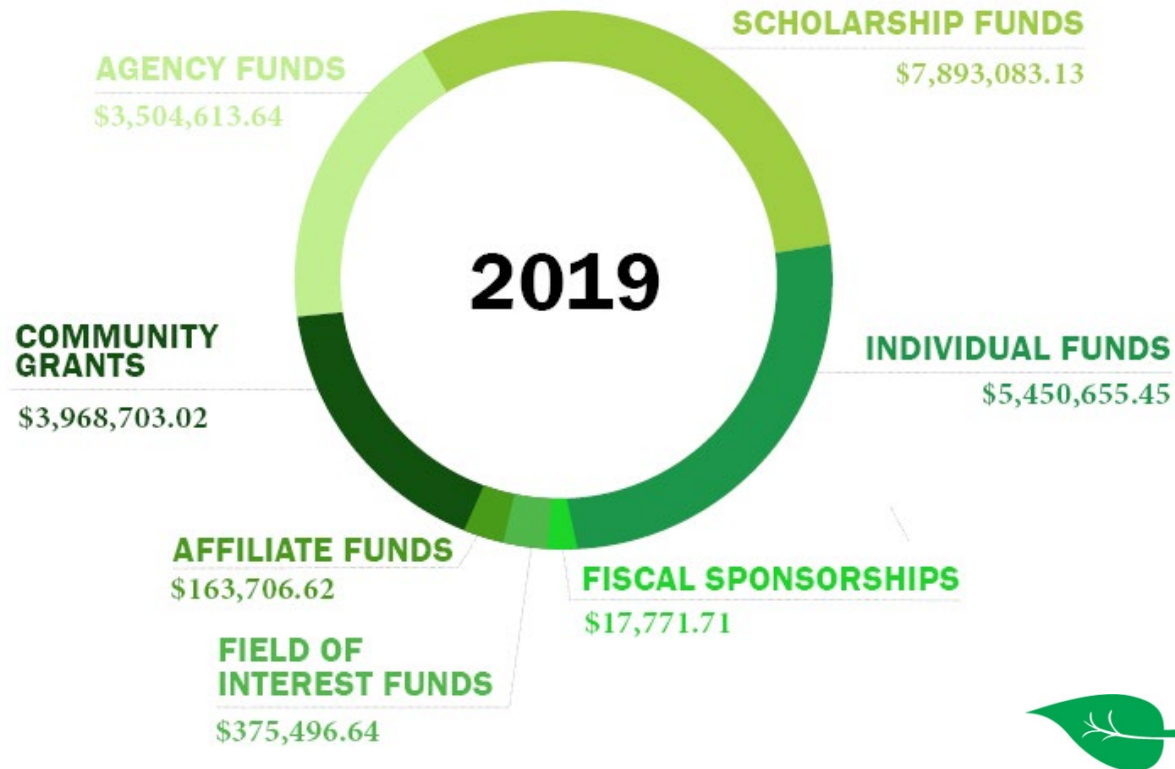
# A Year of Impact

## 12 Years and Counting



**\$ TOTAL ASSETS**  
**\$21,374,030**

# 2019 Financial Overview



**405**  
**DONATIONS**  
**RECEIVED TOTALING**  
**\$6,963,130**



# 2020 Financial Overview

**TOTAL ASSETS**  
**\$44,078,011**

**DONATIONS TOTALED**  
**\$14,676,018**



**TOTAL #  
OF FUNDS**

**111**

**2019 Funds and**

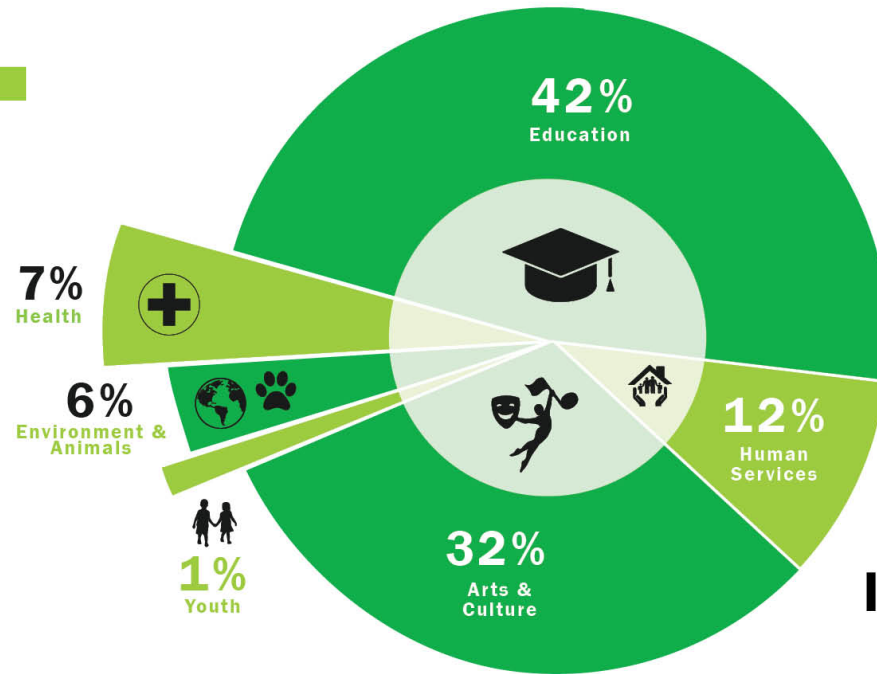
**Grants**



**18**

**NEW FUNDS**

*Established*



**INVESTORS** *awarded*

**191 grants**

**TOTALING \$532,504**



# 128

TOTAL #  
OF FUNDS



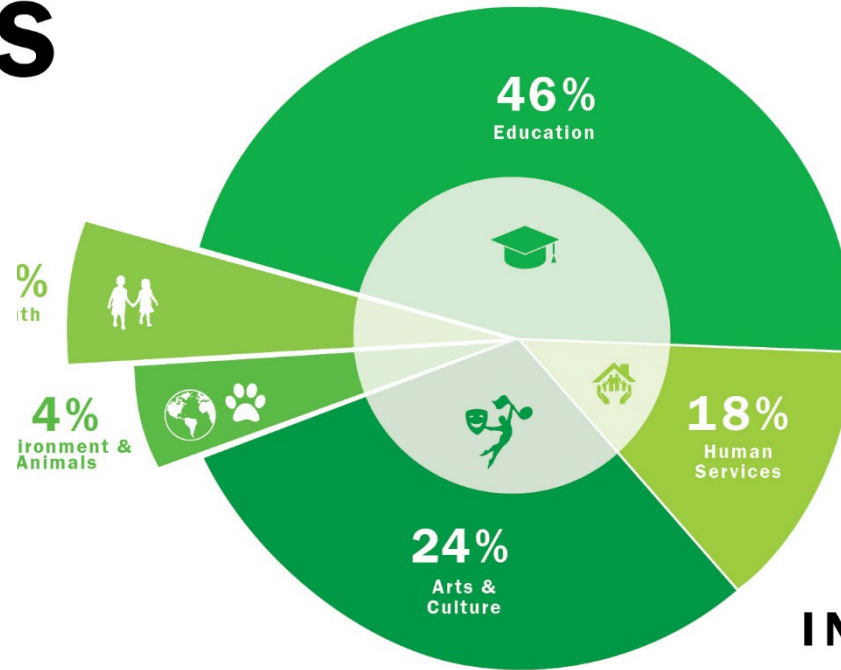
# 17

NEW FUNDS

*established*

# 2020 Funds and Grants

*\* Data as of 11/30/2020*



TOTAL ENDOW IOWA ASSETS  
**AT PCCF**  
**\$5,399,046**

INVESTORS

*awarded*

**203 grants**

TOTALING **\$544,945**





PCCF  
AWARDED

37

COMMUNITY  
IMPACT GRANTS

TOTALING \$54,750

# Community Impact Grants







# Richard Wenninghoff



# Barbara J. Green Century Farm



# Meighan McCarthy Johansen

# Hope Fund

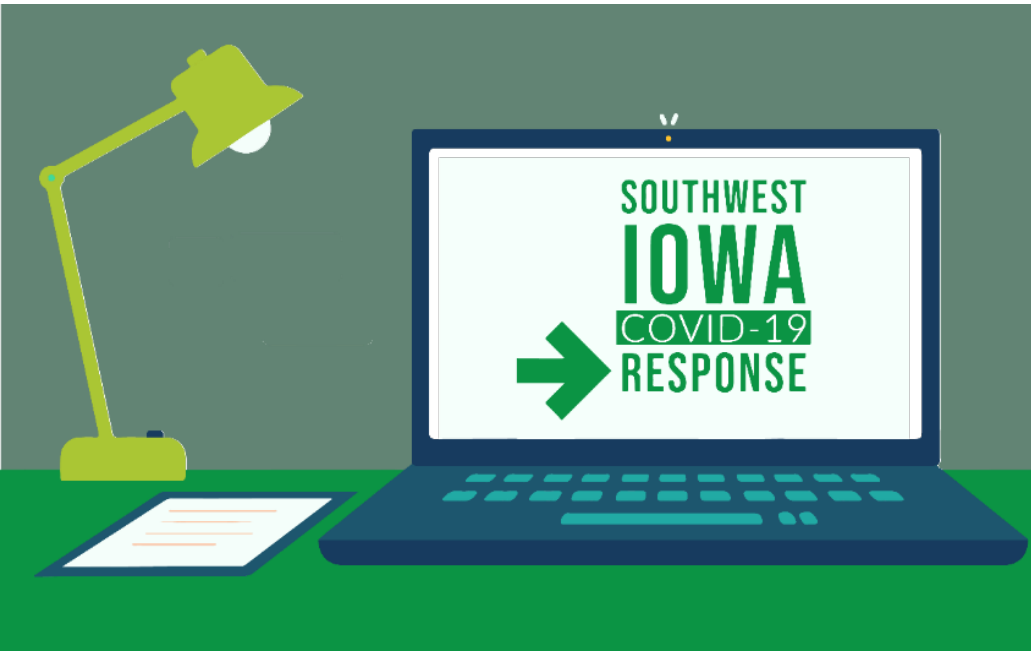


**“Our partnership with PCCF has been extremely rewarding. We appreciate the knowledge and support of their staff in enabling us to keep Meighan’s memory alive, while supporting worthy organizations that impact children’s lives.”**

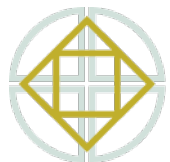
**Deb McCarthy**



# Southwest Iowa Covid-19 Response Fund



POTTAWATTAMIE COUNTY  
COMMUNITY FOUNDATION



IOWA WEST  
FOUNDATION

IN PARTNERSHIP WITH  
IOWA WEST FOUNDATION,  
THE SOUTHWEST IOWA  
COVID-19 RESPONSE FUND

*has awarded 37 nonprofits*

**\$1,071,719**





# Women's Fund of Southwest Iowa



Accessible and Affordable  
Childcare



Education Initiatives for  
Young Women



Women's Health, Safety  
and Wellbeing



Aging in Place



# Mental Health & Substance Abuse



Southwest Iowa

**MENTAL HEALTH &  
SUBSTANCE ABUSE** **FUND**

A fund of the Pottawattamie County Community Foundation





# Measurement Tools

**Summary of Findings**  
There were nine key takeaways from the project

**Project Results**  
Add key findings here

**Our Purpose**  
We have a simple but focused purpose to help organizations

**Table of Contents**  
This slide deck provides information on the following areas:

- Click here to edit text
- Click here to edit text
- Click here to edit text
- Click here to edit text

**Evaluation Guide**  
July 2019

**Project Findings**  
Click here to edit header  
Click here to edit text

**Project Results**  
Click here to edit header  
Click here to edit text

**CIC Overview**  
Click here to edit header  
Click here to edit text

**Project Overview**  
Click here to edit header  
Click here to edit text

**Project Name**  
Report Title

**Table of Contents**

**Project Name**  
Report Title



**Interactive Workbook**

**Introduction**  
Text here. Text here. Text here. Text here. Text here. Text here.  
Text here. Text here. Text here. Text here. Text here. Text here.  
Text here. Text here. Text here. Text here. Text here. Text here.  
Text here. Text here. Text here. Text here. Text here. Text here.

**Step Overview**  
Text here. Text here. Text here. Text here. Text here. Text here.  
Text here. Text here. Text here. Text here. Text here. Text here.

1. Step
2. Step
3. Step
4. Step
5. Step
6. Step



# Affiliate Partnership



**TS** Community Foundation

*An Affiliate of Pottawattamie County Community Foundation*







# Partnership with Iowa Council of Foundations





# Make It Happen



# Expansion Update

**Lakin Foundation Donation  
Allows PCCF to Expand**

**Florence M. and Charles E. Lakin  
Center for Community Giving**



# BIG Event Awards



# Looking Up in Southwest Iowa



RECORD-BREAKING  
**\$811,021**

# Pottawattamie Gives

**109** nonprofits  
POTTAWATTAMIE COUNTY





#GIVINGTUESDAY712

presented by TS Bank • powered by SHARE Omaha

DONATION CODE  
**PCCF2020**

UNLOCKS A  
**20% MATCH**

\*to an endowment fund

POTTAWATTAMIE COUNTY  
COMMUNITY FOUNDATION



# Giving Tuesday **712**

**\$137,543.26**

**raised from 65 donations**

***PCCF 20% MATCH***

**\$27,508.65**



MEMBER FDIC





**CONNIE CASSON**  
Neola, IA



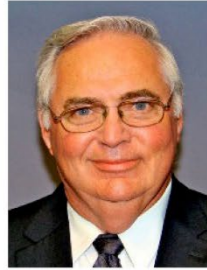
**KATE CUTLER**  
Council Bluffs, IA



**TONY FAHRENKROG**  
Omaha, NE



**LOWELL FORRISTALL**  
Carson, IA



**ALAN GARDNER**  
Oakland, IA



**SHERYL GARST**  
Council Bluffs, IA



**LUCY HOUGH**  
Underwood, IA



**MICK MCKINLEY**  
Council Bluffs, IA



**DAN PETERSON**  
Neola, IA



**DONNA SCHOEPNER**  
Council Bluffs, IA



**NANCY SCHULZE**  
Council Bluffs, IA



**ANTHONY W. TAUKE**  
Council Bluffs, IA



**STEVE WILD**  
Missouri Valley, IA

# PCCF Board





# PCCF Staff



**Donna Dostal**  
President  
& CEO



**Kelly Dix**  
Vice President of  
Operations



**Rachel Morehead**  
Community  
Advancement Officer



**Lori Stopak**  
Advancement  
Assistant



**Cathy Wright**  
Finance  
Manager



# Questions?





# 2019-2020 COMMUNITY IMPACT REPORT



Often, we can look back at a year and think to ourselves, “What a year it’s been.” We go to work, our families grow and change, the seasons pass, and we might even suffer loss and heartbreak. No year is the same as the last, but most in recent memory are similar, and relatively predictable.

**Not this year. This has been a year like no other.**

The litany of significant events are long and varied...from July 2019 to July 2020, our communities and families have experienced elated highs and devastating lows. We have faced an invisible foe unlike anything experienced in nearly a century, and uncertainty has shaken our existence to its core.

Yet, through all this adversity and all this uncertainty, our collective spirit of service and genuine desire to overcome all obstacles has created a wave of hope. The way we care for each other and work together as Iowans, ready to rise and meet the challenges facing our communities head-on, illustrates the deep and wide spirit of philanthropy that defines our character. The Pottawattamie County Community Foundation (PCCF) Board of Directors and staff are humbled and honored to be your partner in community-wide philanthropy, and remain fully committed to supporting our nonprofit partners, our city and county officials, and our citizens as we all work our way through these difficult times.

We at PCCF are excited to share a few highlights from this past year with you that truly demonstrate the generous spirit and continuous growth and change within our southwest Iowa region. There are bright and hopeful stories to share, and your generosity is the shining light at the center of them all.

At PCCF, we focus on long-term solutions to the challenges facing southwest Iowa every day. We are honored and privileged to be your partner in philanthropy this year, and look forward to many more years of positive impact driven by your desire to make a real difference in your community. Together, we will look back at this year and say, “What a year it’s been,” knowing that hope, compassion, and resilience are driving us forward.

A handwritten signature in black ink that reads "Donna Dostal".

Donna Dostal  
President and CEO



**ON THE COVER**

“Need Gravel, Will Travel” by Buck Christensen. Photograph of the corn crib at the Barbara J. Green Century Farm. The Green Farm was donated to PCCF in late 2019, to create scholarship support for southwest Iowa students attending Iowa State University.

# 2019 FINANCIAL IMPACT

**\$** TOTAL ASSETS  
**21,374,030**

**405**  
DONATIONS  
RECEIVED TOTALING  
**\$6,963,130**

TOTAL #  
OF FUNDS  
**111**

**ORGANIZATION FUNDS**

**Agency**

- Avoca Cemetery Trust Fund
- Avoca Perpetual Care Cemetery Fund
- Avoca Public Library Fund
- Carson Community Fund
- Children's Square Endowment Fund
- Crossroads of Western Iowa Endowment Fund
- FAMILY, Inc. Endowment Fund
- Friends of the Council Bluffs Public Library Fund
- Habitat for Humanity of Council Bluffs Fund
- Heartland Family Service Lakin Campus Endowment Fund
- Historic General Dodge House Endowment Fund
- Jennie Edmundson Foundation Fund
- MICAH House Corporation Endowment Fund
- Pottawattamie County Trails Fund
- Pottawattamie Veteran Affairs Fund
- Riverside Community School District Endowment Fund
- Southwest Iowa Educational Foundation Fund
- Treynor Community Athletic Booster Club Endow Iowa Fund
- Union Pacific Museum Association Agency Fund
- Walnut Community Center Fund
- Walnut Fire & Rescue Fund

**Designated**

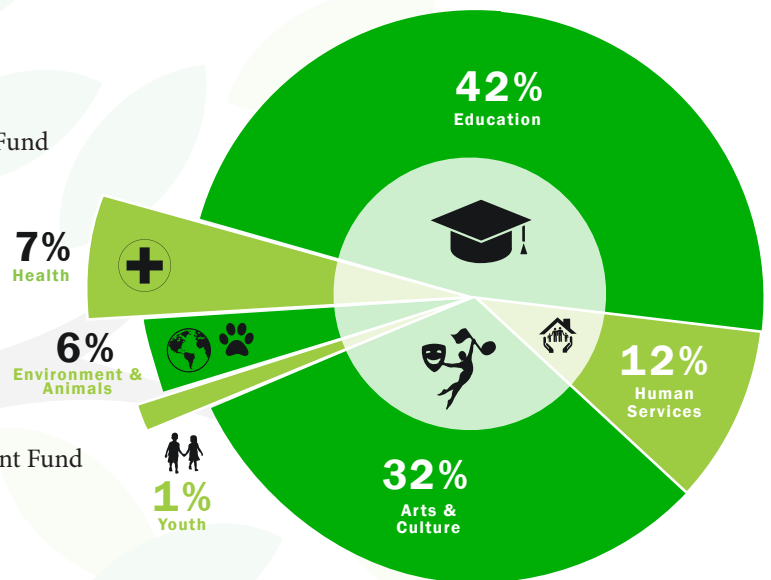
- All Care Health Center Endow Iowa Fund
- Betterment of the City of Crescent Fund
- CB Friends of the Parks Endowment Fund
- Council Bluffs Downtown Kiwanis Designated Endowment Fund
- Council Bluffs Schools Foundation Endowment Fund
- Joe Lehan - Minden Community Fund
- Mathiasen Mercy Hospital Continuing Education Fund
- MICAH House Endowment Fund
- Pottawattamie Conservation Foundation Endowment Fund
- Union Pacific Museum Association Endowment Fund

**Donor Advised**

- Council Bluffs Housing Fund
- Frank Fauble MHS Endowment Fund
- Henry K. Peterson Foundation Fund
- Leadership CB Community Fund
- Pelton 4 Paws Fund



**18**  
NEW FUNDS  
*Established*



INVESTORS *awarded*  
**191 grants**  
TOTALING **\$532,504**

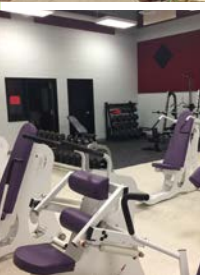


Awarded **43**  
**Community Grants**  
 TO AREA  
 ORGANIZATIONS IN 2019  
**TOTALING \$51,800**

# COMMUNITY IMPACT GRANTS

Community Grants are available to organizations who provide meaningful work aligned with the Pottawattamie County Community Foundation's mission to improve the lives of all county residents. Grant awards range from \$500 to \$5,000. The first cycle of 15 Community Impact Grants were awarded in 2008 totaling \$15,256. In total, PCCF has awarded \$453,887 to 377 programs and projects within Pottawattamie County.





- American Midwest Ballet, Season 10 Education and Outreach Programs, \$1,000.00
- Boys & Girls Clubs of the Midlands, Smart Girls Program, \$500.00
- Carson Business Club, Block Party Celebration, \$1,000.00
- Carson Community Rodeo, Carson Rodeo VIP Booths, \$2,500.00
- Carson Fire and Rescue, Emergency Pager Notification Upgrades, \$1,500.00
- Chanticleer, Inc, G2K Once Upon A Mattress, \$1,000.00
- Charles E. Lakin Human Services Campus, Back to School Extravaganza, \$500.00
- Children's Square U.S.A., Support of Automobile Purchase, \$5,000.00
- City of Avoca, 2019 Holidays on Main Event, \$1,000.00
- City of Avoca, Entertainment and Customer Engagement on Avoca Main Street, \$1,000.00
- Completely KIDS, Phoenix House Family Services, \$1,000.00
- Council Bluffs Schools Foundation, Summer Read & Feed Program, \$1,000.00
- Crescent Food Pantry, Food Supplies, \$500.00
- East & West Pottawattamie Soil & Water Conservation Districts, Pottawattamie County Rural Ramble, \$1,000.00
- Girl Scouts of Greater Iowa, Mechanical Engineering Badges and GoldieBlox, \$1,000.00
- Golden Hills RC&D, Lewis and Clark Elementary School Garden Project, \$900.00
- Golden Hills RC&D, Southwest Iowa Art Tour 2019, \$1,000.00
- Habitat for Humanity of Council Bluffs, Home Ownership, \$1,500.00
- Impact Hill, 2019 Impact Hill Summer Camps, \$1,000.00
- Inter-Faith Response, Inc., The Emergency Assistance Fund, \$1,000.00
- Iowa Legal Aid, Technology for Disaster Relief Outreach, \$1,050.00
- Jennie Edmundson Memorial Hospital Foundation, Caring for Our Communities in Southwest Iowa (CCSWIA), \$1,000.00
- Joslyn Art Museum, Art for All - Access to the Museum for Pottawattamie County Schools, \$1,000.00
- League of Human Dignity, Equipment Loan and Rental Program, \$1,500.00
- MICA House Corporation, BUDDY Program, \$1,500.00
- New Horizon Presbyterian Church Community-Wide Fall Celebration and Trunk or Treat, \$700.00
- Oakland Historical Society, History and Me Workshop, \$700.00
- Oakland Volunteer Fire and Rescue Department, Helmet Replacement Project, \$1,500.00
- Omaha Bridges Out of Poverty, Southwest Iowa Poverty Alleviation Initiative, \$1,000.00
- Omaha Children's Museum, Partner School and Welcome Fund Program, \$1,500.00
- Omaha Conservatory of Music, String Sprouts in Pottawattamie County, \$1,500.00
- Omaha Performing Arts, Musical Explorers Program for Grades K-2 for CB Public Schools, \$1,000.00
- Omaha Symphony, 2019-20 Mission Imagination at Iowa Western, \$1,000.00
- Open Door Mission, CB Outreach/Donation Center: Homeless Prevention, \$1,000.00
- Pottawattamie Arts, Culture & Entertainment, Music & Movies in the Park, \$1,500.00
- Share My Smile, Care For You Action, \$1,000.00
- Southwest Iowa Mediation Center, Children in the Middle Program, \$1,000.00
- The CB Salvation Army - Food Pantry for Low-Income Residents, \$500.00
- Underwood Optimist Club, Stop the Bleed - Final Phase, \$1,700.00
- Union Pacific Museum Association, Railroad Days Community Celebration, \$1,000.00
- Vision Treynor Group, Irrigation System for Treynor Family Recreation Complex, \$500.00
- Walnut Community Center Foundation, Inc., Wellness Center, \$2,500.00



# RICHARD WENNINGHOFF LEAVES \$5 MILLION TO PCCF

The late Richard (Rick) Wenninghoff gifted the largest donation in the history of PCCF - a \$5 million endowment - in December 2019 to be earmarked for scholarships for students in the Underwood and Treynor Community School Districts.

Rick Wenninghoff inherited a love of farming from his father, and farmed land between Underwood and Crescent. Along with growing corn and soybeans, Wenninghoff Farms has been a staple at farmers markets in southwest Iowa for years. Wenninghoff was a Treynor High School graduate and his daughter, Julie Reiss, graduated from Underwood High School. As part of Rick's wishes, farmland was sold with the proceeds going toward the bequest. In a letter to his children, Rick explained that his choice to make the "gift" was about wanting to create an endowment fund that would continue to benefit future generations.

The scholarships will be awarded through the Southwest Iowa Educational Foundation and will first be available for the graduating class of 2021. PCCF's foundation board, education committee, and representatives from both schools will work together to determine how the scholarship will be awarded.





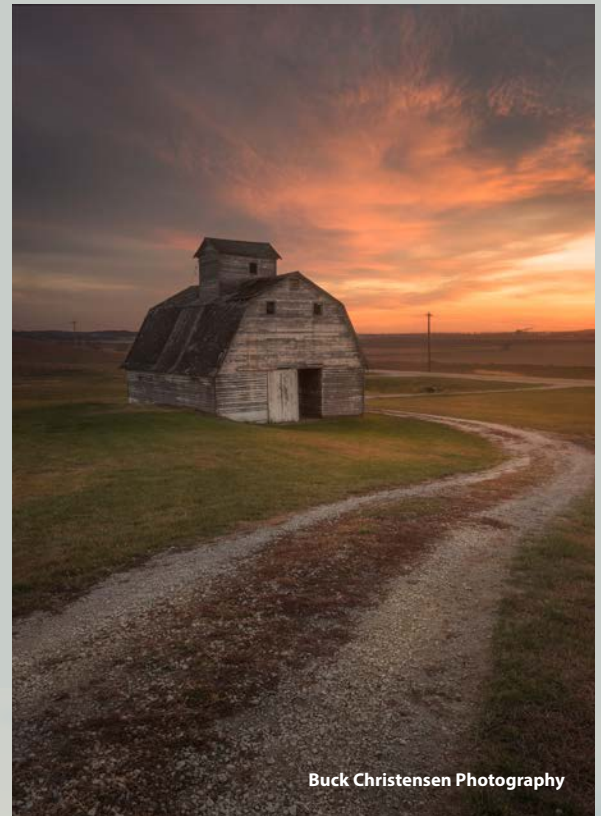
# GREEN FARM DONATION TO PCCF WILL FUND SCHOLARSHIPS TO IOWA STATE UNIVERSITY

In late 2019, Barbara J. Green generously donated her century farm of nearly 900 acres as a planned gift to the Pottawattamie County Community Foundation to fund much needed scholarships for students pursuing degrees in agriculture or animal care-related studies at Iowa State University.

PCCF will be in charge of the Green Century Farm, which is valued at \$5.9 million, in perpetuity and the land will continue to be farmed and used for agricultural purposes. Annual farm proceeds will be provided to Iowa State University Foundation as scholarship support for students attending the Colleges of Agriculture and Life Sciences and studying agriculture-related studies.

The land will provide approximately \$75,000 to \$100,000 in scholarship support annually to students pursuing majors in agriculture with a preference for southeast Iowa high school students in Pottawattamie, Mills, and Montgomery counties. Students who qualify will pursue careers in farming, agricultural endeavors, veterinary school, or other farm-related businesses.

Scholarships will be awarded to students beginning Fall 2021.



Buck Christensen Photography

**“It’s a tremendous act of generosity on her part. The land was so important to her. Her horses were so important to her. She wanted to make sure farming stays vibrant in southwest Iowa and Iowa as a whole. This is a gift that will have a tremendous impact on our state for generations to come.”**

**Donna Dostal**  
President and CEO, PCCF





# MEIGHAN MCCARTHY JOHANSEN HOPE FUND

Meighan McCarthy Johansen passed away on February 28, 2013, at the age of 29 from a nearly two year courageous battle with cervical cancer.

The McCarthy family was blessed with an outpouring of generosity from family, friends, and community members during Meighan’s radiation and chemotherapy treatments at Methodist Hospital in Omaha and during the experimental therapy at MD Anderson Cancer Center in Houston, Texas, and when Meighan passed away, Deb and Jerry knew they wanted to honor their eldest daughter’s memory by giving back to the community that had offered them so much love and support.

Jerry and Deb initially considered a scholarship in Meighan’s name since she was a teacher, however, after learning about PCCF and meeting with staff to discuss their options, they decided to create the Meighan McCarthy Johansen Hope Fund - a donor advised fund - in 2014. Jerry and Deb liked how flexible, convenient, and simple it was to meet their goal of creating a larger impact in our community.

“The Donor Advised Fund enables us to take a personal approach to giving by supporting a variety of nonprofit organizations centered around children and education. Our partnership with PCCF has been extremely rewarding. We appreciate the knowledge and support of their staff in enabling us to keep Meighan’s memory alive, while supporting worthy organizations that impact children’s lives.”

Deb McCarthy

Since 2015, the Meighan McCarthy Johansen Hope Fund has distributed 25 grants totaling over \$14,000 to 16 different groups. The fund has impacted the city of Avoca and surrounding communities.

The TeamMates mentoring program at AHSTW, the school Meighan taught at,

has benefitted from the fund in her name. The AHSTW school district, that serves the communities of Avoca, Hancock, Shelby, Tennant and Walnut, has 21 mentors and mentees that meet weekly.

Through generous grants from the Meighan McCarthy Johansen Hope Fund, the program has offered memorable experiences for students in 4th grade through 12th grade with behind-the-scene tours and special field trips. The program has visited places like the The Rose Theater to learn about acting, and the SAC museum to learn about planes, robots and programming. A trip to the Old Mattress Factory in Omaha to experience a “burger bar” revealed that it was the first restaurant a 5th grader had ever been to.

“Thanks to the Meighan McCarthy Johansen Hope Foundation, we are able to give children an experience they will never forget,” said Jean Enke, President of the AHSTW TeamMates program. “Meighan certainly brings hope to these young people.”

Creating a charitable fund at PCCF is simple. Contact us at 712.256.7007 to learn how you can amplify your impact in our communities.



# PCCF NEW AFFILIATE PARTNERSHIP WITH TS COMMUNITY FOUNDATION

TS Community Foundation has been helping create impact in southwest Iowa for over 20 years and became an affiliate of PCCF in September 2019. As an affiliate of PCCF, TS Community Foundation will continue to assist and grow its donors and organization, and will also gain the internal strength, strategic vision, and community insights while leveraging PCCF's national accreditation and Endow Iowa tax credit capability.

TS Community Foundation celebrated 20 years in 2019 with a special open house and ribbon cutting. In two decades, TS Community Foundation has helped provide funding to projects like: the Treynor Optimist Club eastern city park playground, the veterans memorial area, and the Vision Treynor Group - an initiative working to bring new ball fields to Treynor.

"PCCF is delighted to partner with TS Community Foundation as an affiliate of our organization," said Tony Tauke, PCCF board president. "TS Community Foundation has been an active supporter of our community and with the new affiliation, I foresee an even greater impact on area programs and projects."



**“Our two organizations will continue to identify community needs, facilitate education efforts, and build up leaders, one individual and one family at a time. Our number one desire is to be a catalyst for positive change and growth in our communities for generations to come.”**

**Mick Guttau  
TS Community Foundation President**



# make it happen

Creating a culture of philanthropy

POTTAWATTAMIE COUNTY  
COMMUNITY FOUNDATION

peakfully

Paul J. Strawhecker, Inc.  
Resource Development and Counsel for Nonprofits

In January 2020, PCCF launched the “Make It Happen” program, a seven-month course generously funded by a grant from the Iowa Council of Foundations, and facilitated by Pottawattamie County Community Foundation.

Through “Make It Happen,” seven philanthropic groups in southwest Iowa were selected through an application process to attend a series of workshops - in-person and virtually - that were designed to examine ways nonprofits could grow and better serve the community.

In partnership with Paul J. Strawhecker Inc., Peakfully, and Dr. Jenni Frumer, the “Make It Happen” series focused on different aspects within nonprofit organizations, including: annual fund, boards and committees, volunteers, donors and stakeholders, individual strengths within the workplace, and overall, working together to build philanthropic efforts in our community.

The 2020 cohort consisted of representatives from the following nonprofit organizations: Crossroads of Western Iowa, Council Bluffs Schools Foundation, FAMILY Inc., The Historic General Dodge House, Golden Hills RC&D, Habitat for Humanity Council Bluffs, and Midlands Humane Society.





# POTTAWATTAMIE GIVES!

**109** nonprofits *-serving*  
POTTAWATTAMIE COUNTY

**RECORD-BREAKING**  
**\$811,021**



The metro area rallied together on May 20 during Pottawattamie Gives! with a record-breaking \$811,021 in donations for 109 nonprofits serving Pottawattamie County. In its sixth year, Pottawattamie Gives! surpassed the 2019 total dollars raised (\$591,862) by more than \$200,000.

During the 24-hour charitable event, 12 eligible Pottawattamie Gives! nonprofit organizations were recipients of \$1,000 hourly prizes donated by generous community individuals and businesses. Prize winners and their respective sponsors were:

- 2AM – Trailblazers of the Heartland | Sponsor: PCCF
- 4AM – Midlands Humane Society | Sponsor: PCCF
- 6AM – Habitat for Humanity | Sponsor: Friends of PCCF
- 8AM – Immigrant Legal Center | Sponsor: Cathy and Tony Tauke
- 10AM – The 712 Initiative | Sponsor: PCCF
- 12PM – New Visions Homeless Services | Sponsor: Heartland Properties
- 2PM – Southwest Iowa Impact Fund | Sponsor: PCCF
- 4PM – Iowa Legal Aid | Sponsor: Keast Auto Center
- 6PM – Pottawattamie County Trails Association | Sponsor: TS Prosperity Group
- 8PM – Iowa School for the Deaf Foundation | Sponsor: Frontier Savings Bank
- 10PM – Pottawattamie County Housing Trust Fund | Sponsor: PCCF
- 12AM – Catnip and Tails Rescue, Inc | Sponsor: PCCF

Since its inception, Pottawattamie Gives! has raised more than \$3 million for nonprofit organizations serving Pottawattamie County.



# SOUTHWEST IOWA COVID-19 RESPONSE

POTTAWATTAMIE COUNTY  
COMMUNITY FOUNDATION



The Southwest Iowa COVID-19 Response unmet needs fund was established in March 2020 to support the many and varied ongoing local efforts of our nonprofit partners to address challenges brought forth by COVID-19, as well as focus philanthropic efforts to ensure resources are available to the nonprofit organizations serving our community.

The Response Fund, in partnership between the Iowa West Foundation and Pottawattamie County Community Foundation, leverages Foundation funds with outside donations that are collectively channeled to provide everything from internet access for our school children to COVID-19 testing equipment for local healthcare organizations.

The Southwest Iowa COVID-19 Response Fund continues to support the evolving needs with respect to the following four areas:

## **Emergency Assistance to Vulnerable Populations**

This funding would support those who are food insecure, shelter insecure, or facing acute behavioral health needs. Basic needs would be prioritized and applicants would be asked to identify their strategies



**“**It's essential that we coordinate and work together during this time of crisis to address the urgent needs of southwest Iowans.**”**

Pete Tulipana  
Former President and CEO, Iowa West Foundation

**“**Our southwest Iowa community is truly fortunate to leverage the amazing generosity of our local corporations, private foundations, and generous individual donors.**”**

Donna Dostal  
President and CEO, PCCF

# COVID-19 Response Fund Grants to Date

for establishing ways to meet new needs or scale existing programs.

## Public Health Expanded Infrastructure

Recognizing that the existing infrastructure for public health was not designed for the current circumstances, this funding would support innovative approaches to responding to COVID-19, such as public information, drive-through testing, or other novel infrastructure. While hospitals are usually ineligible for Iowa West Foundation support, for the purposes of this fund alone, they would have the opportunity to apply given the above restrictions.

## Continuity of Nonprofit Operations

This funding would support nonprofit partners who are unable to meet payroll as a result of fundraising loss, event cancellation, or other COVID-19 related impacts. Applicants would be asked to show an expected gap in their ability to support their staff during the near-term of 3-6 months. This would only be available to organizations that have offices in southwest Iowa. Specific priority should be given to existing multi-year funding recipients in this category.

## Funding to Support Long Term Recovery Relief

Long term relief for needs that are not addressed by federal, state, and local relief programs.

As of October 2020, the Southwest Iowa COVID-19 Response Fund has received generous donations from private foundations, corporations, and individuals throughout our community:

- Alpha-Omega Fund - \$2,500
- Anonymous Donors - \$325,000
- Charles E. Lakin Foundation - \$50,000
- General Grenville Dodge Trust - \$25,000
- Google - \$50,000
- Individual Donor Contributions - \$4,400
- Iowa West Foundation - \$1,000,000
- Mid American Energy Foundation - \$25,000
- Mutual of Omaha Foundation - \$5,000
- Peter Kiewit Foundation - \$150,000
- Pottawattamie County Community Foundation - \$66,000
- RWE Renewables America - \$5,000

- Boys & Girls Club of the Midlands  
Food Distribution / Operations / Activity Packets / Space Sharing (New Visions) Cleaning
- Care and Share Pantry, Pantry Services
- Cass County Health Department, Food Distribution
- Centro Latino, Emergency Relief
- Charles E. Lakin Human Services Campus,  
Back-to-School Backpack Program
- CHI Health System, COVID-19 Testing Expansion
- Children's Square U.S.A., Operations
- City Light Church, Food Distribution
- City of Council Bluffs, PPE for Business Reopening
- Council Bluffs Community School District,  
Summer School / Wi-fi - Blink Phase VI /  
Wi-fi - Blink Phase VII / Mask Awareness Campaign
- Council Bluffs Pantry Association, Pantry Services
- Council Bluffs Schools Foundation,  
Childcare for Essential / Front-line Responders
- Crawford County Hunger Fighters,  
Pantry Services / Food Distribution
- Food Bank of Iowa, Food Distribution
- Food Bank of the Heartland, Food Distribution
- Habitat for Humanity of Council Bluffs, Operations
- Heartland Child Development Center, Operations
- Heartland Family Service, Emergency Relief, PPE/Cleaning,  
HEAT Program
- Historic General Dodge House, Operations
- Hope-Net Ministries, Operations
- Iowa Legal Aid, Legal Services/Housing,  
Healthcare, Safety, Employment
- Jennie Edmundson Hospital and Foundation  
COVID-19 Testing Expansion
- Lutheran Family Service, Mental Behavioral Health Services
- Metro Area Continuum of Care for the Homeless,  
Emergency Relief / Homelessness Prevention
- MICAH House, Supplies and Technology
- Mills County Health Department,  
Emergency Relief / Food Distribution
- New Visions Homeless Services, Emergency Shelter
- Page County Public Health / Iowa School for the Deaf PPE
- Pottawattamie County, Emergency Management  
Operations Center
- The Performing Arts & Education Association  
of Southwest Iowa, Operations
- Thriving Titans, Food Distribution
- Vocational Development Center, Inc., Operations
- Waubonsie Mental Health Center, PPE
- West Central Community Action, Pantry Services
- Wings of Hope, Operations
- Woodbine Community Pantry and Outreach Center  
Pantry Services
- YMCA of Greater Omaha, Operations March-June and  
July-Dec.

# WOMEN'S FUND OF SOUTHWEST IOWA

In its inaugural grant cycle, the Women's Fund of Southwest Iowa awarded \$38,640 in project funding to four organizations. Grants to Centro Latino of Iowa, Essex Child Center, Heartland Family Service, and Kids Place (Glenwood) will support programming and projects that are focused on improving the quality of life and well-being of women and their families in southwest Iowa.



families towards thriving, self-sufficient, and healthy lives. Individuals throughout southwest Iowa in the counties of: Cass, Fremont, Harrison, Mills, Montgomery, Page, Pottawattamie and Shelby will benefit from this grant.

**Essex Child Center**, a child care facility in Essex, Iowa, has been awarded \$8,640 to support preschool tuition assistance. There are families who choose to forego preschool for their children due to the added monthly expense, and studies show the importance and advantages of an early childhood education, such as: improved social skills, better performance in grade school, improved attention spans, and enthusiasm for lifelong learning. The grant will allow Essex Child Center to enroll an additional 16 children in the preschool program by providing tuition assistance to families. The mission of Essex Child Center is to provide a safe, nurturing, and healthy learning environment for children ages six weeks through 12 years of age. Their focus is to provide a stimulating early care and education experience, which promotes each child's social/emotional, physical, and cognitive development. Individuals in Montgomery and Page counties will benefit from this grant.

**Heartland Family Service** has been awarded \$10,000 to support childcare needs and family activities for the Iowa Family Works Program as individuals continue to stay home during the COVID-19 pandemic.

**Centro Latino of Iowa** was awarded \$10,000 designated as scholarship support for low-to-medium income Latina women living in southwest Iowa to register for the Southwest Iowa Small Business Development & Entrepreneurship Program. Grant funding will be used to award 25 tuition scholarships for Latina women to attend the 20 hour program designed to help entrepreneurs effectively start a small business. Components will include vision and mission development, goal setting, accounting/bookkeeping and taxes, insurance, employment law, market analysis, marketing, reading financial statements, and financial projections. The mission of Centro Latino is to educate and empower Hispanic/Latino individuals and





Iowa Family Works promotes long-lasting recovery for women and mothers to preserve and strengthen healthy development for the women, their children, and the family unit. The mission of Heartland Family Service is to strengthen individuals and families in our community through education, counseling, and support services. Individuals throughout southwest Iowa in the counties of: Cass, Fremont, Harrison, Mills, Montgomery, Page, Pottawattamie, and Shelby will benefit from this grant.

### Kids Place,

a child care facility in Glenwood, Iowa, has been awarded \$10,000 to support classroom repairs and renovations. The project will renovate and repurpose existing space to accommodate the community's need for child care and will ultimately increase enrollment for the facility. The mission of Kids Place is to provide a safe, comfortable, and nurturing environment for all children to learn, love, and grow, and to offer peace of mind to parents through equal, dependable, quality child care. Individuals in Mills County will benefit from this grant.



To learn more about the Women's Fund of Southwest Iowa, visit [www.ourpcf.org](http://www.ourpcf.org).

# MENTAL HEALTH & SUBSTANCE ABUSE FUND

The Mental Health and Substance Abuse Fund of Southwest Iowa awarded its first grant in the amount of \$2,500 to NAMI Southwest Iowa for their Ending the Silence Project.

Ending the Silence is a 50 minute presentation designed for middle and high school age youth. This interactive program helps teens learn about the warning signs of mental health conditions as well as what steps they should take to find support for themselves or their friends. Ending the Silence is NAMI's evidence based mental health awareness program for youth. The program targets middle and high school students in the 9 counties served by the Fund: Cass, Fremont, Harrison, Mills, Monona, Montgomery, Page, Pottawattamie, and Shelby.

The purpose of the Mental Health and Substance Abuse Fund of Southwest Iowa is to enhance the reach and capacity of our nonprofit service providers around their ability to educate the public, provide preventative solutions, and internal training to increase the capacity and ability of the providers.





# LAKIN FOUNDATION DONATION ALLOWS PCCF TO EXPAND

The Charles E. Lakin Foundation donated \$451,000 to the Pottawattamie County Community Foundation in February 2020 to renovate and expand its current location at 536 E Broadway. PCCF will renovate its existing structure and build an addition to double its space, which will include a 30-person gathering room for board and committee meetings that will also be available for public use. The building will be renamed the **Florence M. and Charles E. Lakin Center for Community Giving**.

The construction and renovation of the PCCF building is expected to begin in December 2020. PCCF is currently renting office space at the Habitat for Humanity building on South Main Street.

“ Southwest Iowa is the heart and soul of our American nation, the Lakin family has called it home for generations. To emulate the morals and values found here would be an admirable goal for all and the Lakin Foundation is fortunate to be in the position to promote this. Supporting the expansion and renovation will enhance the capabilities for exploring and serving more needs in the area. A strong and solid presence in Council Bluffs will bolster the image of the PCCF and through that, will attest to the strength and resiliency of the community. ”

The Lakin Family

# ENDOW IOWA TAX CREDIT



**PCCF is proud to be able to offer the Endow Iowa Tax Credit - a 25% state tax credit on qualified gifts.**

The Endow Iowa Tax Credit is awarded on a first-come, first-served basis for gifts made to a permanent endowment fund, established for the benefit of Iowa charitable causes, at a qualified community foundation in Iowa, like Pottawattamie County Community Foundation.

Giving through PCCF to the causes you care about is rewarding in more ways than one. Those who give to an Endow Iowa fund are eligible to receive a 25% state tax credit for their gift, and are also able to take advantage of the tax credits in conjunction with federal tax deductions.

## DID YOU KNOW?

- Endow Iowa was created in 2003 to encourage gifts to permanent endowments at qualified community foundations.
- Since 2003, more than \$239 million has been leveraged by Endow Iowa and Iowa community foundations, improving residents' lives both now and for years to come.
- A variety of gifts qualify for Endow Iowa Tax Credits including: cash, farm land, real estate, appreciated securities, and outright gifts of retirement assets.
- Approximately \$6 million in tax credits will be available annually through Endow Iowa and are available on a first-come/first-served basis until the yearly appropriated limit is reached.
- Tax credits of 25% of the gifted amount are limited to \$300,000 in tax credits per individual for a gift of \$1.2 million or \$600,000 in tax credits per couple for a gift of \$2.4 million if both are Iowa taxpayers. No minimum gift amount is required to qualify for Endow Iowa Tax Credits.
- Endow Iowa Tax Credits have the potential to generate an estimated \$24 million in permanently endowed gifts at Iowa community foundations and affiliates per year.
- Once an Endow Iowa eligible contribution is made, PCCF will assist you in completing the Endow Iowa Tax Credit application.

**In 2019, PCCF received  
over 190 donations  
that were eligible for  
Endow Iowa Tax Credits.**

**TOTAL ENDOW IOWA  
ASSETS  
AT PCCF  
\$5,330,619  
IN 72 QUALIFIED FUNDS**

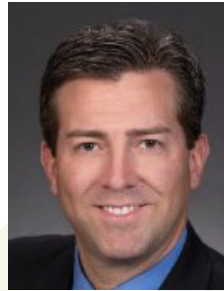
# 2019 - 2020 BOARD OF DIRECTORS



**CONNIE CASSON**  
Neola, IA



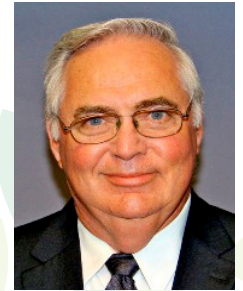
**KATE CUTLER**  
Council Bluffs, IA



**TONY FAHRENKROG**  
Omaha, NE



**LOWELL FORRISTALL**  
Carson, IA



**ALAN GARDNER**  
Oakland, IA



**SHERYL GARST**  
Council Bluffs, IA



**RICK GIBSON**  
Council Bluffs, IA



**WALT KEAST**  
Oakland, IA



**MICK MCKINLEY**  
Council Bluffs, IA



**DAN PETERSON**  
Neola, IA



**DONNA SCHOEPPNER**  
Council Bluffs, IA



**NANCY SCHULZE**  
Council Bluffs, IA



**ANTHONY W. TAUKE**  
Council Bluffs, IA



**STEVE WILD**  
Missouri Valley, IA

# COMMITTEES

## EDUCATION

Connie Casson  
John Paul  
Donna Schoeppner  
Tony Tauke  
Warren Weber

## FINANCE

Kate Cutler  
Mick McKinley  
Christy Sauser  
Nancy Schulze  
Kelly Summy

## INVESTMENT

Jerry Banks  
Tony Fahrenkrog  
Frank Pechacek  
Dave Piatkowski  
Bruce Rasmussen  
Tony Tauke  
Steve Wild

## MENTAL HEALTH & SUBSTANCE ABUSE

Sheryl Garst  
Jennifer Green  
Anna Killpack  
Marie Knedler  
Kristi Krayneski  
Marjorie Maas  
Stacy Martin  
Beth Morrissette  
Mary O'Neill  
Dan Peterson  
Julie Strohfus  
Suzanne Watson

## WOMEN'S FUND

Kim Armstrong  
Jerry Banks  
Connie Casson  
Kate Cutler  
Heather Davis  
Judy Davis  
Michelle Franks  
Paula Hazlewood  
Suzanne Kotula  
Darlene Pilling  
Nancy Schulze  
Lana White  
Janet Whitson  
Tracy Zaiss

## EXECUTIVE

Tony Fahrenkrog  
Mick McKinley  
Donna Schoeppner  
Tony Tauke

## GRANTS

Bobbette Behrens  
Sondy Dea  
Dean Fischer  
Alan Gardner  
Darlene Pilling  
Donna Schoeppner

## MARKETING

Patrick Coghlan  
Sheryl Garst  
Abby Jares  
Alyssa Kohler  
Linda Primmer  
Donna Schoeppner  
Kelsey Stupfell

## UNMET NEEDS

Steve Epley  
Tony Fahrenkrog  
Jason James  
Walt Keast  
Mary O'Neill  
Doug Reed  
Nancy Schulze  
Tara Slevin  
Kelsey Stupfell



**Donna  
Dostal**

President  
and CEO



**Kelly  
Dix**

Vice President  
of Operations



**Rachel  
Morehead**

Community  
Advancement Officer



**Lori  
Stopak**

Advancement  
Assistant



**Cathy  
Wright**

Finance  
Manager

# STAFF

## STRATEGIC INITIATIVES TASKFORCE

Erica Carley	Judy Gutttau	Shalimar Mazetis
Tony Fahrenkrog	Mark Hanwright	Polina Schlott
Michelle Franks	John Jeanetta	Tony Tauke

POTTAWATTAMIE COUNTY  
COMMUNITY  FOUNDATION

*Where Giving Grows*

*Pottawattamie County Community Foundation (PCCF) is a partnership of rural and urban citizens dedicated to improving the lives of all residents by supporting and stimulating donor-driven philanthropy.*

536 E Broadway • Council Bluffs, IA 51503

712.256.7007

[www.ourpccf.org](http://www.ourpccf.org)



Excellence. Accountability. Impact.™



Nonprofit Association  
of the Midlands

Proud Member

**East & West Pott Soil & Water  
Conservation Districts**

**Discussion and/or decision on Education  
Coordinator Position.**

## Education Coordinator - Program Overview

The Soil and Water Conservation District's (SWCD) mission is to conserve Iowa's natural resources through leadership, education, and technical & financial assistance.

The Education Coordinator position is a one-of-a-kind position that is pioneering the way for other SWCDs. Our main focus is educating youth on topics related to conservation, agriculture, nutrition, and sustainability.

Studies show that there is a growing disconnect between food producers and consumers, and an increase in consumer skepticism about food production (Pew Research Center). The Education Coordinator's goal is to help bridge the gap by teaching students these core concepts and encouraging them to continue these conservations at home.

ABOUT 1% OF THE  
U.S. POPULATION IS  
CLASSIFIED AS A  
PRODUCER

USDA AGRICULTURE  
CENSUS

FARMERS &  
AGRICULTURAL  
PRODUCERS MAKE  
UP 8.7% OF LABOR  
FORCE IN IOWA

USDA AGRICULTURE  
CENSUS

### DUTIES & RESPONSIBILITIES

- Carry out conservation activities for students, adults, and public officials
- Conduct an extensive outreach/public relations program
- Coordinate existing and undeveloped programs and activities of the Districts

### EDUCATIONAL PROGRAMS

- Farm Safety Day
- Earth Day projects
- Quarry Days
- Watershed series
- CDI Poster Contest
- Trees for Threes
- Botna Bend Day
- Soils Judging
- Summer Garden Series
- Conservation Superhero Club
- Producer Spotlights

### BENEFITS & OUTCOMES

- Students and community are gaining an appreciation for conservation and agriculture
- Students learning through hands-on experiential activities
- Schools are implementing curriculum into their classrooms
- Community is better served through increased outreach and engagement activities

## Position Timeline

2012  
Part-time  
Education  
Coordinator  
position created

2012  
Operated in two  
school districts in  
East Pottawattamie

2018  
Expanded to full-  
time position &  
added West  
Pottawattamie  
school districts (3)

2021  
Added Walnut &  
Indian Creek  
Watershed area to  
outreach efforts



This agreement is hereby entered into between **East & West Pottawattamie SWCDs** (employer) and \_\_\_\_\_ (employee).

The mission of the joint Pottawattamie SWCDs is to conserve Iowa's natural resources through leadership, education, technical, and financial assistance

**Position:** Education Coordinator: Providing conservation education to the East & West Pottawattamie school districts. Main emphasis to be in grades 1-6; some interaction with 7-12. Classroom and/or presentations using existing district materials. A percentage of time will be spent on Education and Outreach within the Walnut Creek/Indian Creek Watersheds.

**Pay/Benefits:** Starting \$18/hour (depending on qualifications) - This is a full-time position with no overtime.

- 4 hours of paid time off (PTO) accrued per pay period. PTO is defined as vacation and sick leave combined.
- State holidays will be recognized: New Year's; MLK day; Memorial Day; Independence Day; Labor Day; Veteran's Day; Thanksgiving + the day after; and Christmas.
- IPERS will be offered
- No health insurance
- The position will be figured on the fiscal year, July 1 through June 30.

**Hours:** 2080 hours/year maximum – split between the East and West Pottawattamie SWCD offices between 8 a.m. – 4:30 p.m., Monday through Friday as core hours but will be adjusted for workshops/events held

## OBJECTIVE AND SCOPE OF DISTRICT COORDINATOR POSITION

This Districts are partnering the conservation education program to meet the never-ending need for conservation education.

### 1. Purpose of Position

- A. Carry out **conservation** education activities for students, adults, and public officials.
- B. Conduct an extensive outreach/public relations program.
- C. Carry out and coordinate existing and undeveloped programs and activities of the Districts.

### 2. Essential Functions of Above

- A. Develop, coordinate, and conduct the educational program of the Districts including: conducting educational programs for individual groups and schools and the Walnut Creek Watershed, coordinating outdoor field days and classroom projects. This includes using and maintaining educational materials and equipment; i.e.: education trailer, puppet theater, etc. as well as Zoom presentations
- B. Complete award applications for the District(s) or for individuals as directed by the District(s). This includes conducting research and taking pictures of award nominees and their practices.
- C. Search for and complete grants that will further finance the Coordinator position and programs.
- D. Assist with the research, composition, layout format, printing, and mailing of the District & Watershed newsletters and other promotional mailings. Write and submit timely articles for the local newspapers.
- E. Effectively network and coordinate with area schools to present programs in the classrooms or Zoom based.
- F. Attend 50% of the meetings of the Soil and Water Conservation District's governing body to verbally report on activities. A written report will be provided at all meetings.

- G. Maintain the women landowners' meetings and assist with coordination of activities.
- H. Responsible for maintaining and updating District website.
- I. Assist in coordination of banquets, farmer meetings, and field tours as directed by the District(s).
- J. Assist in coordination and presentations of the Erosion Trailer.
- K. Responsible for the annual Scholarship program. 1 recipient/year
- L. Potential canoe trips w/IOWATER program(s).
- M. Promote the annual poster/essay contests.
- N. Promote Trees For Threes and Earth Day programs.
- O. Coordinate and maintain annual field days such as Botna Bend and Quarry.
- P. Performs other duties as directed or as the District(s) dictates.

3. Essential Knowledge/Skills/Abilities/Education

- A. Ability to plan and organize a personal work schedule, set priorities, and meet deadlines.
- B. Good knowledge of the English language and proper grammar, spelling, and punctuation.
- C. Skill at creating innovative methods to education adults and children regarding conservation.
- D. Good knowledge of and ability to utilize public speaking techniques to present education programs and information to a wide variety of individuals and groups.
- E. Ability to communicate effectively, both orally and in writing.
- F. Ability to understand and follow both oral and written instructions.
- G. Ability to establish and maintain effective working relationships with the general public, supervisors, teachers, and fellow employees.
- H. Ability to perform input and retrieval functions on a personal computer.
- I. Proficiency in Microsoft Suite including Word, Excel, and Power Point. Other software as needed, such as Zoom.
- J. Ability to adopt the principles and techniques associated with conservation, agronomy, economics, animal sciences, soils, and agri-engineering.
- K. Good knowledge of and ability to utilize photographic techniques using digital camera.
- L. General knowledge of the schools' core curriculum and STEM programs.
- M. Education certificate preferred but not required.

**PHYSICAL DEMANDS AND TYPICAL WORKING CONDITIONS**

Work duties are often performed out of doors and in inclement weather. Duties require the ability to relate to students of all ages. Incumbent must be able to lift and carry equipment weighing up to 50 pounds in the performance of job duties.

**TIME BREAKDOWN**

The following lists the majority of tasks and estimated time spent the position would require. Based on a 40-hour work week.

- |  |     |   |
|--|-----|---|
| 1. Conservation Education  | 50% | - |
| -- classroom presentations, field days, Envirothon, 4-H, etc.                              |     |   |
| 2. Upstart Additional School Districts   | 20% |   |
| 3. District Programs   | 15% |   |
| - Awards   |     |   |
| - Special Meetings such as Annual Meeting; Workshops such as Cover Crop, Rain Garden, etc. |     |   |

4. Outreach/Public Relations/Watershed Duties
- Newsletter, landowner/contractor meetings,
  - women landowner meetings, news articles

15%

Agreed to \_\_\_\_\_, 2020 by:

---

District Representative - East

---

District Representative - West



**Rachel Hamilton/CEO & President, Marne  
Elk Horn; Shalimar Mazetis/Rural  
Development Manager, Advance  
Southwest Iowa Corporation**

**Discussion and/or decision to write  
Letter of Support to OCIO to support  
Empower Rural Iowa Broadband Grant  
Request to expand broadband access in  
rural Pottawattamie County.**

On April 28, 2021 Governor Reynolds signed bill HF848, relating to Broadband Service.

- As a result of this bill on July 1, 2021 state program funds of \$97,500,000 became available via the Empower Rural Iowa Grant program. The goal of the Governor and this grant is to expand broadband access to unserved and underserved Iowans. This bill was introduced to encourage service providers such as us to build out those high cost rural areas with fiber optics.
- Marne Elk Horn wishes to apply for a grant for areas close to our existing fiber that are determined to be unserved or underserved. The areas represented as unserved or underserved are detailed on a map released by the State, see here. **Insert the link here as it is available.**
- With a successful grant application we hope to connect approximately 400 residents in rural Underwood and Crescent with 1 Gig Internet access. **To specifically see where please refer to the attached map of our proposed build.** This area will cost up to \$5 million to build. This was engineered by Oak Hill Consulting Inc, of Jordan Minnesota, upon our request.
- Grants are ranked on a quantitative scoring basis, with the high score being 100. Marne Elk Horn meets the eligibility criteria (we were successful in a similar grant from the State last fall). However, the scoring has changed for this notice of funding and we are deficient in a few areas. This is where we seek the support of the Board of Supervisors.
  - ❖ **Section 3.1.7.2 of Exhibit A** (attached) is up to 20% of the budget composition points. This section requires Marne Elk Horn to show Federal, Local or External funds support. *Not including applicant's contribution to the project.* Marne Elk Horn has no external funds support. We are asking the Pottawattamie County Board of Supervisors to contribute a minimum of \$10,000 to our successful grant application. This will fulfill the need for this section and allow us to make up the 20% point deficit.
  - ❖ **Section 3.1.8.2 of Exhibit A** (attached) is another 20% of the budget composition. We require testimonials or letters of support from (1) anchor institutions (e.g., key businesses, schools, universities, libraries, hospitals), (2) crop operations including farms and agricultural businesses, and/or (3) elected leaders associated with areas that will be positively affected by the Project. I clarified with the OCIO's office that a letter of support from the BOS of Pottawattamie County would fulfill this requirement and guarantee us the full 20 points.
- Marne Elk Horn is experienced! We currently serve approximately 3600 customers with broadband access of which 60% reside in Pottawattamie County. We serve the towns of Exira, Brayton, Marne, Kimballton, Elk Horn, Walnut, Avoca, Shelby, Minden, Neola, Persia, McClelland and Underwood. Outside of these city limits we serve rural residents on county Rd L34 (and some of it's newer neighborhoods) as well as Weston and Bentley.

In summary, the Board of Directors of Marne Elk Horn committed over 6 years ago to upgrade our existing infrastructure to fiber in all of the communities we currently serve, by upgrading one community per year. Today we are 60% fiber built out and are due to be complete by early 2025. Each year we spend approximately \$1.5 million of our own financial resources to ensure our customers have the very best in communications infrastructure. Our much larger corporate competitors in the aforementioned underserved areas do not upgrade their facilities which is why these residents are left underserved.

While we have the capital to build out the underserved area of our competitor, our first priority must lie with investing in our existing customer infrastructure before growth. We simply are not willing to make the compromise of quantity over quality. Likewise the business case for this build does not positively cash flow for many years and the return on investment is low due to the low population density versus the cost to build. Marne Elk Horn is where it is today by making prudent financial decisions over the last century. However, with a grant from the State and your support, the business case begins to look more attractive, and, I am confident Marne Elk Horn could honor it's existing infrastructure build and simultaneously build out to these underserved areas as detailed in our map (attached). I firmly believe if Marne Elk Horn does not build fiber in this area these rural residents will remain underserved for years and will continue to be severely disadvantaged in education, employment, healthcare, ecommerce, government & entertainment. Historically, high speed internet was considered a luxury; it is now a necessity.

We have surveyed the residents we are discussing today and they earnestly want us to build fiber to this area. Attached is a letter of support from one of those residents, I could provide more upon request.

Please consider pledging a minimum of \$10,000 to support this infrastructure build (upon a successful grant) additionally we request the Board write a compelling letter of support for Marne Elk Horn to build out fiber infrastructure to these rural constituents.

If you want to see more about who Marne Elk Horn is and how we support our communities click [here](#).

To read more about the Notice of Funding issued by the State of Iowa and the OCIO click [here](#).

Respectfully Submitted,

Rachel Hamilton CEO/General Manager  
Marne & Elk Horn Telephone Company.

## Andrew Moats

---

**From:** Scott Belt <belt.scott@gmail.com>  
**Sent:** Friday, June 18, 2021 11:02 AM  
**To:** Andrew Moats  
**Subject:** Fwd: Marne & Elk Horn Telephone Company Providing Broadband to rural Crescent & Underwood via the Empower Rural Iowa Grant  
**Attachments:** Dave Mayer letter of support rural Underwood.pdf; METC Who We Are - 5-21.pdf

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

----- Forwarded message -----

From: **Rachel Hamilton** <[rachel@metcteam.com](mailto:rachel@metcteam.com)>

Date: Tue, Jun 15, 2021 at 10:47 AM

Subject: Marne & Elk Horn Telephone Company Providing Broadband to rural Crescent & Underwood via the Empower Rural Iowa Grant

To: <[Tim.Wichman@pottcounty-ia.gov](mailto:Tim.Wichman@pottcounty-ia.gov)>, <[brian.shea@pottcounty-ia.gov](mailto:brian.shea@pottcounty-ia.gov)>, <[scott.belt@pottcounty-ia.gov](mailto:scott.belt@pottcounty-ia.gov)>, <[justin.schultz@pottcounty-ia.gov](mailto:justin.schultz@pottcounty-ia.gov)>, <[Lynn.Grobe@pottcounty-ia.gov](mailto:Lynn.Grobe@pottcounty-ia.gov)>

Good Morning

Recently Shalimar from Advance Southwest Iowa Corp sent me your email addresses to connect us.

Marne Elk Horn is a locally owned telephone, internet, and cable TV provider in Southwest Iowa. Our companies were started by a group of farmers in Walnut and Elk Horn in the early 1900's who had a need to connect their communities with telephone service.

Today we serve 13 communities and 3700 customers primarily with fiber. Over 60% of our customers live in Pottawattamie County.

We are constantly receiving requests from residents in southwest Iowa to build fiber to their homes. The pandemic only increased these requests as many were trying to work from home, educate their children and run a business simultaneously.

The State of Iowa has recently released \$97,500,000 through the Empower Rural Iowa Grant to expand broadband access to unserved and underserved Iowans (unfortunately many of these people live in our backyards).

Marne Elk Horn will be applying for a portion of the grant funds to provide approximately 400 homes in rural Crescent, Underwood, McClelland, and south with buried fiber Internet. The process is complex, the grant will (if we are fortunate) cover 50% of the \$5 million required to build this area.



What I am looking for:

- Letters of Support - Would you write a letter of support to the OCIO to support our grant request (I can provide the details)?
- Do you know any ag businesses in these areas that have struggled to get quality Internet, could you connect me with them?
- Do you know any elected leaders associated with these areas that would be positively impacted if we buried fiber? (Yes, this is a question on the application and does impact our score)
- Are you aware of any funding available to Pott County through the American Rescue Plan, that could go towards our build costs?

I would love to visit with you in person or over the phone to answer questions or explain more about Marne Elk Horn and/or the grant.

Marne Elk Horn employs 23 local employees, we give back to our communities and are committed to connecting rural Iowans to broadband. We believe in part our efforts make Iowa incrementally better and the perfect place, to live and work.

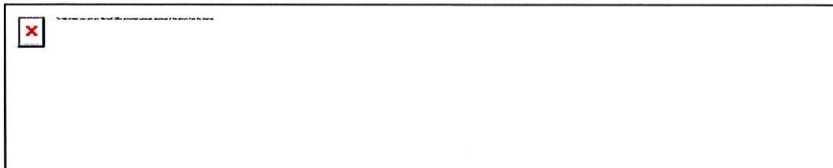
We would appreciate your support.

Please see attached a letter of support from one of the residents in the above-listed areas. I have also attached a brochure about who Marne Elk Horn is.

Respectfully,

Rachel Hamilton

General Manager/CEO



[rachel@metcteam.com](mailto:rachel@metcteam.com)

main 712.784.2211 or 712.764.6161

510 Highland Street, PO Box 346 Walnut, Iowa 51577

4242 Main St, PO Box 120 Elk Horn, Iowa 51521

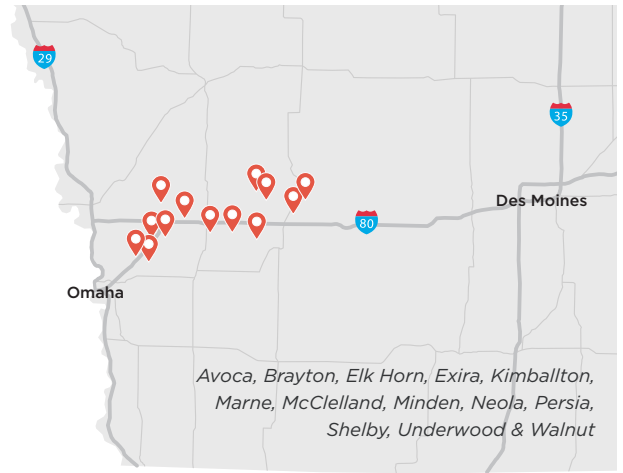
*'Marne Elk Horn is a Smart Rural Community and Gig Certified Provider; learn more [here](#)'*

# Learn More About Who We Are

Marne Elk Horn provides Internet, Television and Phone service to 13 communities in West-central Iowa, providing reliable communications services since the 1900s.



Providing rural Iowa with a robust and reliable Internet, voice and video network which levels the playing field and allows our customers to participate in employment, education, healthcare, e-commerce and leisure activities without a commute.



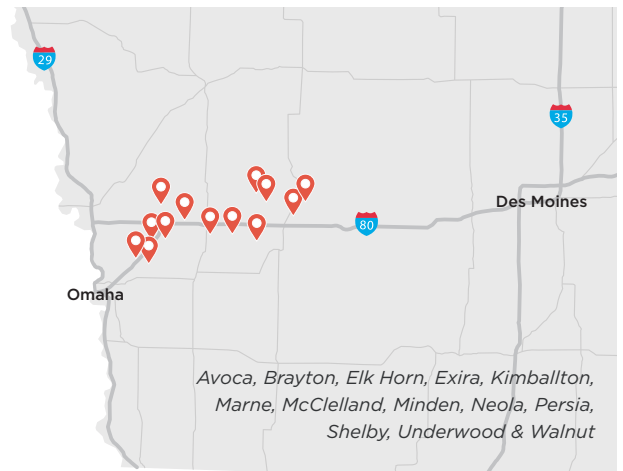
**Marne Elk Horn**  
Your Local Connection  
metc.net • metc@metc.net

# Learn More About Who We Are

Marne Elk Horn provides Internet, Television and Phone service to 13 communities in West-central Iowa, providing reliable communications services since the 1900s.



Providing rural Iowa with a robust and reliable Internet, voice and video network which levels the playing field and allows our customers to participate in employment, education, healthcare, e-commerce and leisure activities without a commute.



**Marne Elk Horn**  
Your Local Connection  
metc.net • metc@metc.net

# Learn More About Who We Are

Marne Elk Horn provides Internet, Television and Phone service to 13 communities in West-central Iowa, providing reliable communications services since the 1900s.



Providing rural Iowa with a robust and reliable Internet, voice and video network which levels the playing field and allows our customers to participate in employment, education, healthcare, e-commerce and leisure activities without a commute.



**Marne Elk Horn**  
Your Local Connection  
metc.net • metc@metc.net



## Your Local Connection

We are governed by 9 board members who are committed to supporting the economic development of our communities by providing infrastructure that allows people to connect. Providing valued services and quality jobs makes our communities incrementally better.

Our local employees are engaged in our communities, when you call our office or see one of our technicians, it is likely to be someone you know and trust.

To find out more about our service offerings of Internet (with a gigabit capable network in most locations), Television products and Phone service go to [www.metc.net](http://www.metc.net), give us a call at 712.784.2211 (Avoca & Walnut office) or 712.764.6161 (Elk Horn office), or follow us on social media.

 @marne\_elk\_horn  /MarneElkHorn  @MarneElkHorn



## Your Local Connection

We are governed by 9 board members who are committed to supporting the economic development of our communities by providing infrastructure that allows people to connect. Providing valued services and quality jobs makes our communities incrementally better.

Our local employees are engaged in our communities, when you call our office or see one of our technicians, it is likely to be someone you know and trust.

To find out more about our service offerings of Internet (with a gigabit capable network in most locations), Television products and Phone service go to [www.metc.net](http://www.metc.net), give us a call at 712.784.2211 (Avoca & Walnut office) or 712.764.6161 (Elk Horn office), or follow us on social media.

 @marne\_elk\_horn  /MarneElkHorn  @MarneElkHorn



## Your Local Connection

We are governed by 9 board members who are committed to supporting the economic development of our communities by providing infrastructure that allows people to connect. Providing valued services and quality jobs makes our communities incrementally better.

Our local employees are engaged in our communities, when you call our office or see one of our technicians, it is likely to be someone you know and trust.

To find out more about our service offerings of Internet (with a gigabit capable network in most locations), Television products and Phone service go to [www.metc.net](http://www.metc.net), give us a call at 712.784.2211 (Avoca & Walnut office) or 712.764.6161 (Elk Horn office), or follow us on social media.

 @marne\_elk\_horn  /MarneElkHorn  @MarneElkHorn

My name is Dave Mayer and I live outside Underwood, IA at 24572 Mahogany Road. When we purchased the property in 2005 there was only one provider for land line, Centurylink. I work in telecommunications, and have for 33 years. Presently I am building out a 5G network in Omaha for one of the wireless carriers. I have a home office, and have since moving here. For a time I was self employed as a consultant. I still work from a home based office and have one son here who attends college in Ames but has been remote learning as most others have for the past 18 months off and on. He is enrolled in MIS courses, and between the two of us we have 5 laptops or desktops running at any given time during the day.

Centurylink provides a DSL for our internet access with a top speed of 5mbps, and has no plans that I know of to upgrade to fiber.

I have inquired with Marne & Elk Horn Telephone Company about expanding coverage outside of Underwood and they have me on their expansion list. I would be delighted to be able to have fiber to my house and believe there is an obligation for the only current local provider to upgrade their infrastructure for the price I am paying. I don't believe Centurylink will do that. There are days I use my cell phone hot spot to work just so the bandwidth available over DSL can support both of us, especially when my son is taking finals, or I need a dependable connection. The current DSL can drop out if the modem "senses" overload on uplink.

Basically the current provider isn't providing the latest technology and the fact Marne & Elk Horn Telephone Company is willing to at least talk about spending resources to bring fiber means I'm more than willing to support them with my subscription to their services, even if I have to invest in the infrastructure build.

Other options out here including satellite are not any more dependable than the current DSL. Fiber is the answer, and I support Marne & Elk Horn Telephone Company bringing that service further beyond their current service area.

I support any grants that the State of Iowa can provide for this expanded coverage in what is definitely an underserved area.

Sincerely

Dave Mayer

**Kevin Skinner/CFO, Western Iowa  
Networks**

**Discussion and/or decision to write  
Letter of Support to OCIO to support  
Empower Rural Iowa Broadband Grant  
Request to expand broadband access in  
rural Pottawattamie County.**

## Andrew Moats

---

**From:** Kevin Skinner <kskinner@westianet.com>  
**Sent:** Tuesday, July 6, 2021 1:41 PM  
**To:** Andrew Moats  
**Subject:** grant application - letter of support

**Importance:** High

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Andrew, I understand you are the person to contact, if we want an item added to the agenda for the meeting of the Pottawattamie County board of supervisors. Our company Western Iowa Networks provides Broadband service in Treynor and Macedonia, and also near the edge of Council Bluffs. Our company plans to submit an application in funding round 6 of the Empower Rural Iowa Broadband Grant program. I cannot yet tell you exactly the areas we will be applying for, but I can tell you some of it will fall either in or near the city of Treynor, and on the east edge of Council Bluffs. As you may or may not have heard, there is a large amount of state grant funding in play for this round, and we plan to be aggressive in trying to push fiber broadband as far into our service areas in Pottawattamie County as possible, through use of this grant funding. Here is a link to the OCIO website for more information on round 6 of the grant program: <https://ocio.iowa.gov/empower-rural-iowa-broadband-grant-program-notice-funding-availability-006/>. Our deadline to apply is 7/28/2021.

We would really appreciate it if the Pottawattamie County Board of Supervisors would provide a letter of support for our grant application. A pdf of the signed letter would need to be emailed to us, and we will include a copy with our application, which must be submitted online. The letter may be addressed to:

State of Iowa  
Office of the Chief Information Officer  
200 E. Grand Ave.  
Des Moines, IA 50309

If this letter could be provided prior to 7/28/2021, we would appreciate it. We ask that this request be added to the agenda for the upcoming meeting on Tuesday, July 13<sup>th</sup>, or whenever the next meeting will take place where this can be added. If you have any questions, please let me know, and thank you for your assistance with this.

Kevin Skinner

**Kevin Skinner**  
CFO

112 E Main St  
Breda, IA 51436  
712-673-2311  
[www.westianet.com](http://www.westianet.com)



**Lt. Rob Ambrose/Sheriff's Office**

**Discussion and/or decision to approve  
and authorize Chairman to sign  
Amendment to the Professional Services  
Contract with DLR Group.**



**AIA**<sup>®</sup>

# Document G802™ – 2017

## Amendment to the Professional Services Agreement

**PROJECT:** *(name and address)*  
11-20109-00  
Pottawattamie County Sheriff's Office  
Expansion  
1400 Big Lake Road  
Council Bluffs, IA 51501

**AGREEMENT INFORMATION:**  
Date: November 26, 2019

**AMENDMENT INFORMATION:**  
Amendment Number: 001

Date: July 6, 2021

**OWNER:** *(name and address)*  
Pottawattamie County Board of  
Supervisors  
227 South 6<sup>th</sup> Street  
Council Bluffs, IA 51501

**ARCHITECT:** *(name and address)*  
DLR Group, Inc. (an Iowa Coporation)  
  
1430 Locust Street, Suite 200  
Des Moines, IA 50309

The Owner and Architect amend the Agreement as follows:

This amendment accounts for the requested re-design of the primary roof structure to be provided by steel beams in lieu of the originally designed steel joist system. The re-design includes structural, mechanical, and electrical engineering, as well as architectural design.

It further includes the redesign for revisions to the layout for Locker Rooms and Exercise Room. These revisions will involve the architectural, electrical, mechanical, plumbing, structural and low voltage disciplines.

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

This amendment will increase the compensation amount indicated in Article 11.1 of the Owner and Architect Agreement by Seventy-Eight Thousand Five Hundred Dollars (\$78,500.00), for a revised total compensation for services of Three Hundred Forty-Six Thousand Three Hundred Dollars (\$346,300.00).

Schedule Adjustment:

No adjustment to the project schedule.

**SIGNATURES:**

DLR Group, inc.  
(an Iowa Corporation)  
**ARCHITECT** *(Firm name)*

**SIGNATURE**

Martin Berglund, Vice President  
**PRINTED NAME AND TITLE**

July 6, 2021  
**DATE**

Pottawattamie County Board of  
Supervisors  
**OWNER** *(Firm name)*

**SIGNATURE**

Scott Belt, Chairman Pottawattamie  
County Board of Supervisors  
**PRINTED NAME AND TITLE**

**DATE**



**Other Business**

**Cheri Dahlheim/Chief Medical  
Examiner Investigator/Coordinator –  
Discussion and/or decision to  
approve:**

- 1. Review/approval of out of County  
resident Reimbursement Policy/  
Charges**
- 2. 2 New On Call Medical Examiner  
Investigator positions.**
- 3. Approval of Job Description  
Revisions for Medical Examiner  
Investigator**

## Pottawattamie County Medical Examiner's Office – Proposed Reimbursement Policy

**Title: Out of County Resident Reimbursement**

**Policy Number:**

**Effective Date: 08/01/2021**

**Authorized by:**

### **Policy:**

According to Iowa Code, Section 331.802, the "County of Residence" shall reimburse the "County of Appointment" for expenses paid. In addition to any fees paid to the Iowa Office of the State Medical Examiner, the Pottawattamie County Medical Examiner's Office will bill Iowa counties for costs associated with deaths of their residents that are investigated in Pottawattamie County in accordance with the guidelines below.

### **Definitions:**

**PCMEO** – Pottawattamie County Medical Examiner's Office

**IOSME** – Iowa Office of the State Medical Examiner

**ME** – Medical Examiner

**CMEI** – Chief Medical Examiner Investigator

**MEI** – Medical Examiner Investigator

**Consultation** – Medical Examiner discussion to determine need for autopsy, toxicology, testing of other nature, or release of jurisdiction.

**Administration** – Preparation and management of reports and database, accounts receivables, Medical Examiner Investigator assistance, funeral home assistance, etc.

**Investigation/Reporting** – Scene investigation, specimen collection, photography, documentation, funeral home assistance.

**Supplies** – To include any items required to conduct investigations, medical or office in nature. This may include, but is not limited to: Toxicology testing supplies, body bags, personal protective equipment, fingerprinting/DNA supplies, disinfectants, etc. This will be a flat fee, considered all inclusive of supplies used.

**Mileage** – Travel cost to/from scenes for Medical Examiner Investigators. This rate will be based on federal rate established each year and will vary accordingly.

### **Fee Schedule:**

<b>Expense</b>	<b>Proposed Fee</b>	<b>Approved Fee</b>
ME Consultation	\$200.00	
CMEI Administration	\$50.00	
MEI Investigation/Reporting	\$100.00	
Supplies	\$25.00	
Mileage	Currently \$0.56/mile	

**Other County Fee Schedule Comparisons:**

**ME Consultation \$200**

<b>Expense</b>	<b>County</b>	<b>Amount</b>
Chief ME Review	Polk	\$124.70
ME Investigation	Audubon	\$200.00
ME Fee	Cedar	\$200.00
ME	Webster	\$300.00
ME Fee	O'Brien	\$200.00
ME Fee	Cass	\$75.00

**CMEI Administration \$50**

<b>Expense</b>	<b>County</b>	<b>Amount</b>
ME Clerk	O'Brien	\$50.00
ME Secretary Fee	Webster	\$50.00

**MEI Investigation/Reporting \$100**

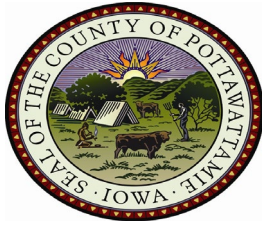
<b>Expense</b>	<b>County</b>	<b>Amount</b>
ME Investigation	Polk	\$150.00
MEI Scene Time	Cedar	\$300.00
MEI Investigative Time	Cedar	\$160.00
ME Investigation	O'Brien	\$200.00

**Supplies \$25**

<b>Expense</b>	<b>County</b>	<b>Amount</b>
Supplies	Polk	\$15.00
Body Bag	O'Brien	\$75.00
Body Bag	Mills	\$75.00

**Matt Wyant/Director, Planning and  
Development**

**Discussion and/or decision on  
approval of job descriptions,  
positions, and funding for Division of  
Public Health.**



## *Pottawattamie County Office of Planning and Development*

**TO:** Board of Supervisors  
**FROM:** Matt Wyant  
**DATE:** July 7<sup>th</sup>, 2021  
**RE:** Job Descriptions and position approval

**Information:** Pottawattamie County has been awarded American Rescue Plan funding in the amount of \$18,104,173.00. Allowable uses of the funding covers: Responding to or mitigating the public health emergency with respect to the COVID-19 emergency. In alignment with the health departments 5-year plan (2017-2022) The Board of Health has identified additional positions necessary to boost efforts in vaccine hesitancy, vaccine education along with current Board of Health priorities. The Positions identified were:

1. Promotions Coordinator – This position will inform the public on current public health matters of interest and programs offered through public health.
2. Health Equity Officer – This position will ensure that residents of Pottawattamie County are able to access the services needed to obtain a healthy life style.
3. Quality Assurance Coordinator – This position will find areas of efficiencies that can be met through current programs and work towards accreditation of the department.

**Proposal:**

**Option A:** The Division of Public Health will turn back approximately \$350,000.00 this budget cycle. In order to supplement the budget through the 21-22 cycle the Board can rollover \$275,000.00 which would cover Salary, FICA, IPERS, Insurance, and supplies for these positions until 22-23FY is budgeted for.

**Option B:** The Board of Supervisors allocates \$1,100,000.00 in ARP funding to the Board of Health to be used over the next 4 years to support the positions. In that time the Health Department will work to secure future funding through grant dollars and programing.

Pottawattamie County Division of Public Health is the newest health department in the state and one of the smallest. In 2017 strategic planning sessions were held and used to develop the 5-year plan for the Board of Health and the Division of Public Health. Health Equity, Promotion of Activity and Quality Assurance were seen as key components to the future success of a health department. We have been trying to phase in these positions, COVID-19 has provided the County an opportunity in which employees have been through a 1.5-year interview and shown they can do the work under extreme circumstances. The Board of Health approve the creation of the positions and the job descriptions for the Promotions Coordinator, Quality Assurance Coordinator and the Health Equity Officer.

Pottawattamie County is now ranked 90<sup>th</sup> out of 99 Counties in the state of Iowa for Public Health Outcomes. This is improved from 98<sup>th</sup>. Public Health Outcomes in communities can be used as an economic development tool. Companies want to locate in areas where employees are healthy! Investing in a robust public health system now will pay dividends by growing investments in our communities and County tax base.

Your consideration is appreciated in this matter.

# Pottawattamie County, Iowa

## Class Description

**Title:** Health Equity Coordinator

**FLSA Status:** Non-Exempt

**Department:** Public Health

**Job Code:**

**Division:** N/A

**Updated:** 6/10/2021

---

### General Definition of Work

Responsible for developing, implementing, and driving meaningful and impactful change to facilitate the elimination of racial and ethnic health disparities. Targets health equity initiatives including those linked to gender, disability, poverty, education and other social determinants of health. Responsible for coordinating culturally sensitive services in all Public Health program areas, particularly to marginalized populations. Work should be performed under but with limited supervision of the Public Health Administrator.

---

### Essential Functions

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

Work with foreign nationals and non-English speaking populations to help them navigate and be inclusive within the community.

Assist residents with health equity and access to services.

Identify, work closely and collaborate with community and volunteer organizations, and religious groups to enhance health equity and inclusivity of marginalized populations.

Establish community programs that create an inclusive culture and empower residents.

Assist in development, planning, and coordination of community events and special events.

Assist in the development and design of various outreach materials for Public Health.

Capture data and information on health disparities, demographics, and community needs; prepare reports for the Administrator; and aid in evaluating program effectiveness and needs.

Research and inform on evidence-based strategies to identify disparities, effective communication techniques with cultural populations, actively and authentically engage with communities of color, and determine appropriate community programs or organizations to achieve objectives.

Identify potential systematic or other barriers to diversity and inclusion, determine impacts, and help shape the development of policy to achieve equity.

Coordinate to determine partners and systems to help drive impactful policy initiatives that support and prioritize the health of all people.

Promote the implementation of health and equity in all policies throughout the County.

Seek out and assist with grants that support programming for racial and health equity.

Assist in annual review and development of division policies, procedures, or processes to achieve inclusive and culturally sensitive services.

Annual review and update of the Health Equity Policy.

Develop and implement health equity/racial equity impact assessments.

Assist with new projects and perform other tasks as assigned by the Public Health Administrator.

# Pottawattamie County, Iowa

## Class Description

Perform other duties as assigned or as situations dictate.

---

---

### Minimum Qualifications

Graduation from high school or GED. Three (3) years of experience working in a public health environment. Experience in developing, managing, implementing, or leading public health programs that include racial and health equity focus is required.

---

---

### Special Qualifications

Must be bilingual.

Valid driver's license.

---

---

### Job Specifications

General knowledge of the principals and practices of public health programs, policies and related services; general knowledge of different racial and ethnic groups; general knowledge of developing and adhering to budgets; skill in the use of personal computers, associated software packages, hardware, and peripheral equipment; ability to communicate effectively orally and in writing in English and a second language; ability to multitask; ability to use strong interpersonal and customer service skills using tact, patience and courtesy; ability to pay close attention to detail and to effectively organize time and anticipate, plan and successfully respond to changing circumstances; ability to handle confidential information according to established procedure; ability to analyze facts and prepare detailed recommendations and reports; ability to plan and execute effective in-service training; ability to make arithmetic computations; ability to plan and organize community events; ability to establish and maintain effective working relationships with associates, community and volunteer organizations, Board members, supervisors, and the general public.

---

---

### Working Conditions

This work is sedentary and requires little to no exertion of force; work regularly requires walking, sitting, speaking or hearing and using hands to finger, handle or feel, frequently requires standing and repetitive motions; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, operating motor vehicles or equipment and observing general surroundings and activities; work occasionally requires exposure to outdoor weather conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

Attendance at work is an essential function of this position. Office work is generally performed at Pottawattamie County Courthouse Complex; however incumbent will spend time traveling to and meeting with community members. This person will occasionally have to assist with outdoor community events. An incumbent must also have the ability to transport themselves to and from various locations throughout the county and surrounding jurisdictions. Work hours may occasionally be required before or after business hours and on weekends.



# Pottawattamie County, Iowa

## Class Description

**Title:** Promotions Coordinator

**FLSA Status:** Non-Exempt

**Department:** Public Health

**Job Code:**

**Division:** N/A

**Updated:** 6/10/2021

---

### General Definition of Work

Responsible for developing and executing a marketing and communications framework that promotes and increases the reach of Pottawattamie Division of Public Health's mission and values, its staff, and community services, and for assisting with various aspects of departmental operations. Work should be performed under but with limited supervision of the Public Health Administrator.

---

### Essential Functions

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

Assume primary responsibility of communications and promotional support for all Pottawattamie Division of Public Health's operations.

Promote the advancement and awareness of Pottawattamie Division of Public Health's mission and goals to the public through adventive, social, and traditional forms of media.

Actively pursue existing, new, and unique promotional methods.

Work closely with staff to promote existing, new, and upcoming Pottawattamie Division of Public Health's events, programs, and facilities.

Initialize, develop, and leverage working relationships with strategic partners including representatives of local media.

With support from the Public Health's staff, assume primary responsibility for the design and publication of all social media content and the maintenance of all social media accounts.

Document in the field, promote, and communicate the purpose and need of Public Health activities performed by staff including the Smoking Cessation program, Environmental Education program, and Access Granted program.

Responsible for maintaining a unique, interesting, and relevant social media presence for Pottawattamie Division of Public Health.

Understand and translate website analytics in oral and written reports.

Prepare and effectively present, either in writing or verbally, monthly reports documenting activities and progress made.

Develop and distribute all necessary press releases to adequately promote Pottawattamie Division of Public Health activities.

Develop new and creative ways to promote Pottawattamie Division of Public Health mission, goals, and public services through traditional and novel forms of communication/marketing and community relationships.

Update and maintain all aspects of the Pottawattamie Division of Public Health websites.

Stay up-to-date on and utilize the latest adventive, social, and traditional media marketing trends and strategies.

# Pottawattamie County, Iowa

## Class Description

Assist Environmental Education program with the design, layout, and quality control of education publications, such as brochures, blog posts, signs, and posters.

Assume primary responsibility for the development and distribution of press releases, blog posts, and monthly newsletter.

Maintain list of traditional and social media contacts.

Assist Volunteer Coordinator with physical and virtual promotion of current and upcoming procedures and policies that affect the public.

Assist with new projects and perform other tasks as assigned by the Public Health Administrator.

Perform other duties as assigned or as situations dictate.

---

### Minimum Qualifications

Bachelor's degree in marketing, public relations, journalism, graphic design, or related field highly preferred. Two-year degree plus work experience in related field may also qualify. Prior experience with customer service, media management, website maintenance, social media marketing, copywriting and editing, graphic design will be preferred.

---

### Special Qualifications

Obtain State of Iowa CPR and First Aid Certification within 6 months of hire.

Valid driver's license.

---

### Job Specifications

General knowledge of the principals and practices of conservation programs and related fields; general knowledge of local, public conservation programs; general knowledge of promotional and marketing techniques and practices; skill in the use of personal computers, associated software packages, hardware, and peripheral equipment; ability to communicate effectively orally and in writing; ability to multitask; ability to use strong interpersonal and customer service skills using tact, patience and courtesy; ability to pay close attention to detail and to effectively organize time and anticipate, plan and successfully respond to changing circumstances; ability to maintain a high level of confidentiality regarding sensitive information; ability to make arithmetic computations; ability to plan and organize community events; ability to establish and maintain effective working relationships with associates, Board members, supervisors, and the general public.

---

### Working Conditions

Duties require the ability to tolerate an indoor and outdoor work environment that includes contact with dirt, dust, sun exposure, hot and cold environments, and conditions where ambient noise levels are high (e.g. near operating chainsaws, brush cutters, and heavy machinery). An incumbent must have the ability to frequently lift, push, pull and/or carry equipment, supplies and other materials weighing up to 10 lbs., and to occasionally lift, push, pull and/or carry equipment, supplies and other materials weighing up to 25 lbs. An incumbent must also possess the hand-eye coordination and manual dexterity necessary to use hands and arms to reach, finger, handle, grasp, and feel, and operate the following: vehicles, computers, and any other pieces of equipment that are used to perform the essential functions of the job.

## **Pottawattamie County, Iowa**

### **Class Description**

Attendance at work is an essential function of this position. Work is generally performed at Pottawattamie County Courthouse Complex; however incumbent will be expected at times to follow and document the field activities of Public Health staff occurring in Pottawattamie County. This person may have to assist with outdoor programs. Documentation of outdoor activities and assisting with outdoor activities may require considerable hiking over uneven and/or steep ground. An incumbent must also have the ability to transport themselves to and from various locations throughout the county and surrounding jurisdictions.

Work hours may occasionally be required before or after business hours and on weekends. Vision abilities, correctable to normal ranges, include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus. Communication abilities include the ability to talk and hear within normal ranges.

DRAFT

# Pottawattamie County, Iowa

## Class Description

**Title:** Quality Assurance Coordinator

**FLSA Status:** Non-Exempt

**Department:** Public Health

**Job Code:**

**Division:** N/A

**Updated:** 7/1/2021

---

### General Definition of Work

Responsible for assisting the department in quality improvement, performance management, accreditation, and strategic plan activities. Responsible for review and recommendation of policies, procedures, and practices to assure superior departmental services, both internal and to the public. Work should be performed under but with limited supervision of the Public Health Administrator.

---

### Essential Functions

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

Coordinate and lead quality improvement; review standard operating procedures, software systems, controls and policies to ensure compliance with safety and state rule and regulation; Identify potential areas of compliance risk and implement corrective plans for resolution for the department.

Develop and maintain evaluation systems, evaluation designs, data collection, and monitoring systems, including evaluation reports with tools to monitor compliance and assist in the reduction of identified problem areas.

Monitor, analyze, and evaluate department processes, practices, program effectiveness, and grant utilization; Identify opportunities for improvement; Develop and implement enhancements to improve departmental services.

Assist with program development and implementation of tracking outcomes and program evaluations; Determine program effectiveness and recommend program modifications/improvements.

Assist in grant writing for program outcomes and evaluations; Development of mechanisms to track grant objectives and outcomes.

Assist in the department's accreditation process by establishing data collection mechanisms; Assist in the collection of accreditation documentation; Maintain communication with Public Health Accreditation Board (PHAB); Develop action plans for areas needing improvement.

Promote a culture of collaboration across Public Health to achieve coordinated, creative and innovative ideas and solutions.

Assist with onboarding of new employees; Ensure annual completion of staff training; Assist with payroll activities and audits, as needed; Assist with new projects and perform other tasks as assigned by the Public Health Administrator.

---

### Minimum Qualifications

High School diploma or G.E.D; Bachelor's degree in business, management, or planning preferred. A minimum of five (5) years of experience in a quality management systems environment and three (3) years of supervisory experience required.

---

### Special Qualifications

# Pottawattamie County, Iowa

## Class Description

Obtain bloodborne pathogen training and State of Iowa Certifications in CPR and First Aid within 6 months of hire.

Valid driver's license.

---

### Job Specifications

Experience conducting quality improvement and facilitation activities; Experience in applying evaluation methods for purposes of planning and evaluating programs; Knowledge of quality improvement, program evaluation and research methods; Demonstrated planning, teamwork and organizational abilities; Ability to build consensus and meet deadlines; General knowledge of public health programs; General knowledge of federal, state and local health policies and programs, and the laws on which they are based; Skill in the use of personal computers, associated software packages, hardware, and peripheral equipment; Ability to communicate effectively in oral and written form; Ability to handle confidential information according to established procedure; Ability to develop SMART objectives; Ability to exercise courtesy and tact in a diverse environment; Ability to analyze facts and prepare detailed recommendations and reports; Ability to work independently and prioritize multiple projects and tasks; Ability to understand, follow, and implement SOP's, regulations, and other written guidance; Ability to establish and maintain effective working relationships with coworkers, department heads, state employees and auditors, the Board of Health and the general public.

---

### Working Conditions

Duties require the ability to tolerate an indoor and outdoor work environment that includes contact with dirt, dust, sun exposure, hot and cold environments, and conditions where ambient noise levels are high (e.g. near operating chainsaws, brush cutters, and heavy machinery). An incumbent must have the ability to frequently lift, push, pull and/or carry equipment, supplies and other materials weighing up to 10 lbs., and to occasionally lift, push, pull and/or carry equipment, supplies and other materials weighing up to 25 lbs. An incumbent must also possess the hand-eye coordination and manual dexterity necessary to use hands and arms to reach, finger, handle, grasp, and feel, and operate the following: vehicles, computers, and any other pieces of equipment that are used to perform the essential functions of the job.

Attendance at work is an essential function of this position. Work is generally performed at Pottawattamie County Courthouse Complex; however incumbent will be expected at times to review field activities of Public Health staff occurring in Pottawattamie County. Incumbent must also have the ability to transport themselves to and from various locations throughout the county and surrounding jurisdictions.

Work hours may occasionally be required before or after business hours and on weekends. Vision abilities, correctable to normal ranges, include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus. Communication abilities include the ability to talk and hear within normal ranges.

**Lea Voss/County Treasurer**

**Discussion and/or decision to approve  
Pottawattamie County Treasurer's Semi-  
Annual Report for 1/1/2021 –  
6/30/2021.**

## Iowa County Treasurer's Semi-Annual

Pottawattamie County for 01/01/2021 - 06/30/2021

	Beginning Treasurer's Balance	Total Revenues	Beginning Balance +	Total Expenses	Ending Treasurer's Balance	Outstanding Bank Items
			Total Revenues			
0001 - GENERAL BASIC FUND	17,894,335.28	19,045,902.19	36,940,237.47	17,169,562.88	20,129,565.14	426,632.44
0002 - GENERAL SUPPLEMENTAL FUND	8,048,965.35	8,281,759.17	16,330,724.52	8,782,888.11	7,542,500.78	2,615.07
0003 - GAMBLING RESOURCES FUND	1,404,221.26	1,104,335.86	2,508,557.12	365,659.55	2,133,016.67	22,141.10
0005 - W/C/FEDERAL FUNDING FUND	15,800.52	286,614.48	302,415.00	273,406.00	21,768.24	285.00
0007 - LOST CONSERVATION FUND	132,202.41	100,547.76	232,750.17	80,942.61	147,420.48	0.00
0009 - COUNTY CASE MANAGEMENT FUND	771,795.94	0.00	771,795.94	771,795.94	0.00	0.00
0010 - MH-DD SERVICES FUND	1,124,984.41	1,109,062.46	2,234,046.87	1,251,786.21	982,260.66	0.00
0011 - RURAL SERVICES BASIC FUND	2,908,737.46	3,166,032.05	6,074,769.51	4,819,491.41	1,239,723.73	1,199.58
0015 - CO ATTORNEY DRUG FORFEITURE FUND	298,167.98	1,884.70	300,052.68	5,400.00	294,652.68	0.00
0017 - CO ATTORNEY DEL FINE COLLECT FUN	266,074.28	39,403.83	305,478.11	319.60	305,158.51	0.00
0018 - SPECIAL LAW ENFORCEMENT FUND	1,611,330.89	2,500.78	1,613,831.67	15,800.20	1,598,031.47	0.00
0019 - PROPERTY ACQUISITION & IMPROVEMENT FUND	8,073,754.15	0.00	8,073,754.15	2,208,851.84	5,864,902.31	0.00
0020 - SECONDARY ROADS FUND	3,128,754.24	10,621,636.06	13,750,390.30	8,355,770.79	5,797,881.34	457,006.67
0022 - FLOOD & EROSION FUND	0.00	0.00	0.00	0.00	0.00	0.00
0023 - REAP FUND	27,917.48	3,610.69	31,528.17	6,244.67	24,533.50	0.00
0024 - CO RECORDER'S RECORDS MGMT FUND	72,312.02	9,282.49	81,594.51	0.00	81,594.51	0.00
0025 - LIVING LOSS GROUP FUND	500.74	1.86	502.60	0.00	502.60	0.00
0026 - RESTORATION INITIATIVE HITCHCOCK	76,450.50	2,583.00	79,033.50	0.00	79,033.50	0.00
0027 - CO CONSERV LAND ACQ	208,467.97	256,384.46	464,852.43	160,059.62	304,792.81	0.00
0030 - HARVEST SPOON FUND	3.67	0.00	3.67	0.00	0.00	0.00
0031 - HITCHCOCK NATURE AREA FUND	437.22	0.00	437.22	0.00	437.22	0.00
0032 - JUVENILE DIVERSION FUND	7,290.57	0.00	7,290.57	85.56	7,205.01	0.00
0035 - LOST SECONDARY ROADS FUND	3,518,195.63	1,386,668.66	4,904,864.29	2,452,000.00	2,452,864.29	0.00
0036 - LOST SOIL CONS WEST FUND	264,288.01	99,047.76	363,335.77	73,654.75	290,190.77	509.75
0037 - LOST SOIL CONS EAST FUND	646,114.32	99,047.76	745,162.08	168,590.17	558,901.51	20,563.70
0038 - LOST EAST DEA FUND	0.00	0.00	0.00	0.00	0.00	0.00
0039 - FINANCIAL ASSURANCE FUND	11,000.00	0.00	11,000.00	0.00	11,000.00	0.00
0040 - C.I.T./E.S. FUND	157,176.22	286,654.44	443,830.66	336,782.70	102,505.32	0.00
0041 - ANIMAL CONTROL DONATIONS FUND	22,582.87	1,491.00	24,073.87	352.90	23,720.97	0.00
0042 - AMERICAN RESCUE PLAN ACT (ARPA)	0.00	9,053,903.04	9,053,903.04	0.00	9,053,903.04	0.00
0046 - WEST SWCD/POTT CO STRUCTURES FUN	10,893.23	0.00	10,893.23	581.22	8,112.86	0.00
0047 - EAST SWCD/POTT CO STRUCTURES FUN	108,682.25	0.00	108,682.25	4,800.00	103,882.25	0.00
0049 - POTTAWATTAMIE COUNTY IMPACT FUND	688,250.00	5,000.00	693,250.00	389,909.96	609,606.69	306,266.65
1600 - BOND SERIES 2016A CAPITAL FUND	0.00	0.00	0.00	0.00	0.00	0.00
1610 - BOND SERIES 2018 CAPITAL FUND	692,084.93	2,582.09	694,667.02	277,122.45	424,982.96	7,438.39
1620 - BOND SERIES 2020A CAPITAL FUND	3,523,966.16	7,299.81	3,531,265.97	1,741,635.73	1,789,630.24	0.00
1700 - BIKE TRAIL FUND	357,275.94	212,063.78	569,339.72	225,441.37	343,898.35	0.00
1925 - 20208 ROADS CAPITAL PROJECT FUND	1,681,741.24	3,049.54	1,684,790.78	1,642,559.14	12,822.67	0.00
2185 - BOND SERIES 2013B DEBT FUND	0.00	0.00	0.00	0.00	0.00	0.00
2190 - BOND SERIES 2014 DEBT FUND	0.00	0.00	0.00	0.00	0.00	0.00
2195 - BOND SERIES 2015A DEBT FUND	0.00	0.00	0.00	0.00	0.00	0.00
2200 - BOND SERIES 2016A DEBT FUND	309,699.23	62,250.99	371,950.22	122,612.50	249,337.72	0.00
2210 - BOND SERIES 2018 DEBT FUND	541,507.70	356,433.58	897,941.28	726,825.00	171,116.28	0.00
2220 - BOND SERIES 2020A DEBT FUND	1,226,330.43	831,315.42	2,057,645.85	1,769,150.00	288,495.85	0.00
2225 - BOND SERIES 2020B (LOST) DEBT FUND	211,268.61	2,328.78	213,597.39	210,225.00	3,372.39	0.00
4000 - EMER MANAGEMENT SERVICE FUND	198,133.60	2,096,481.94	2,294,615.54	2,120,133.93	175,561.95	1,080.34
4010 - E911 FUND	1,784,038.25	334,382.25	2,118,420.50	350,132.51	1,779,871.07	11,583.08
4100 - ASSESSOR'S FUND	1,934,721.81	862,386.07	2,797,107.88	845,154.56	1,962,431.94	10,737.16
4102 - APPRAISOR FUND	0.00	0.00	0.00	0.00	0.00	0.00
4103 - IPERS FUND	0.00	0.00	0.00	0.00	0.00	0.00
4104 - FICA FUND	0.00	0.00	0.00	0.00	0.00	0.00
4140 - AG EXTENSION EAST FUND	3,308.07	94,222.49	97,530.56	95,819.89	1,710.67	0.00
4150 - AG EXTENSION WEST FUND	3,360.94	187,592.86	190,953.80	184,644.19	6,309.61	0.00
4155 - MHDS REGION FUND	8,973,028.90	1,507,259.12	10,480,288.02	3,582,789.45	7,825,390.26	997,962.58
4200 - SCHOOLS	741,409.18	35,895,079.43	36,636,488.61	35,414,186.70	1,222,301.91	0.00
4300 - MERGED AREA XIII	68,508.00	3,186,551.45	3,255,059.45	3,155,805.76	99,253.69	0.00
4310 - MERGED AREA XIV	0.00	168.37	168.37	167.20	1.17	0.00
4400 - CORPORATIONS	823,061.99	31,984,888.30	32,807,950.29	31,822,203.29	985,747.00	0.00
4450 - CITY SPECIAL COLLECTIONS	13,116.00	204,210.00	217,326.00	130,665.00	86,661.00	0.00
4451 - CITY DRAINAGE COLLECTIONS	1,118.00	10,305.00	11,423.00	7,222.00	4,201.00	0.00
4550 - PRIVATE SPECIAL ASSESSMNTS	0.00	0.00	0.00	0.00	0.00	0.00
4650 - OTHER SPECIAL ASSESSMENTS	234.00	151.00	385.00	273.00	112.00	0.00
4700 - TOWNSHIPS	14,772.92	500,969.84	515,742.76	506,023.83	9,718.93	0.00
4800 - BRUCELLOSIS/TB ERAD	133.00	6,538.72	6,671.72	6,466.08	205.64	0.00
4801 - STATE M & C	0.00	0.00	0.00	0.00	0.00	0.00
5005 - TAX SALES	17,135.00	479,386.87	496,521.87	479,386.87	105,434.47	105,434.47
5010 - AUTO LICENSE	2,550,756.17	16,690,492.57	19,241,248.74	16,369,259.61	2,872,032.10	438.32
5060 - BANKRUPTCY	0.00	0.00	0.00	0.00	0.00	0.00
5090 - TAX IN ADVANCE	63,223.51	90,813.11	154,036.62	0.00	154,036.62	0.00
5100 - UNAPPORTIONED TAX	20.00	0.00	20.00	0.00	-473.00	1,020.00
5110 - MONIES AND CREDITS	0.00	0.00	0.00	0.00	0.00	0.00
5300 - RECORDERS ELECTRONIC FEE	1,733.00	9,029.79	10,762.79	9,281.00	1,481.79	0.00
5400 - JUVENILE DETENTION	405,675.51	566,439.48	972,114.99	806,249.27	168,069.76	2,319.04
5800 - JUVENILE DETENTION CAPITAL FUND	352,209.03	26,223.80	378,432.83	0.00	378,432.83	0.00
5900 - TREASURER DEBT COLLECTION FUND	0.00	0.00	0.00	0.00	0.00	0.00
6000 - DRAINAGE	2,897,023.77	831,158.17	3,728,181.94	1,873,085.98	200,197.38	0.00
9600 - PAYROLL FUND	0.00	0.00	0.00	0.00	0.00	0.00
<b>Report Totals:</b>	<b>80,890,281.76</b>	<b>152,005,409.12</b>	<b>232,895,690.88</b>	<b>152,169,258.00</b>	<b>81,092,015.11</b>	<b>2,375,227.34</b>

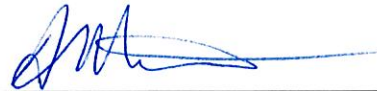
I hereby certify the above report to be a true and accurate account of transactions during the period(s) specified. Lea A. Voss, Treasurer

Lea A. Voss  
Pottawattamie County Treasurer  
227 South 6<sup>th</sup> St  
Council Bluffs IA 51501  
(712) 328-5627 FAX (712) 328-5823

I ACKNOWLEDGE RECEIPT OF THE: **JUNE 30, 2021** TREASURER'S SEMI ANNUAL REPORT TO THE POTTAWATTAMIE COUNTY BOARD OF SUPERVISORS ON THIS DATE.

I WILL ALSO FURNISH THE TREASURER'S OFFICE WITH THE FOLLOWING DOCUMENTS UPON AVAILABILITY:

- 1.) MINUTES OF THE POTTAWATTAMIE COUNTY BOARD OF SUPERVISORS SHOWING ACCEPTANCE / APPROVAL OF THIS REPORT
  
- 2.) COPIES OF THE PROOF OF PUBLICATION FROM ALL NEWSPAPERS WHERE THIS REPORT IS REQUIRED TO BE PUBLISHED IN ACCORDANCE WITH PREVIOUS BOARD ACTION



NAME

BOS Assistant

TITLE

7/7/21

DATE

(Presented to Board of Supervisors on: )



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

**Discussion and/or decision to approve/disallow the following applications made to the Assessor's Office: Homestead (203 recommended allowed, 1 recommended disallowed), Military (24 recommended allowed, 2 recommended disallowed), Disabled Veteran Homestead (7 recommended allowed, 0 recommended disallowed), Business Property Tax Credit (28 recommended allowed, 6 recommended disallowed), Family Farm (1 recommended allowed, 0 recommended disallowed).**

# Credit Apps to Auditor

July 6, 2021

	Recommend Allowed	Recommend Disallowed
Homestead:	203	0 <sup>1</sup>
Military:	24	1 <sup>2</sup>
Disabled Veteran Homestead:	7	0
BPTC:	28	6
Family Farm:	1	0

<u>Disallowed</u>	<u>Credit Type</u>	<u>Reason for Disallowance</u>
754426481001	Military	Did not serve 18 months, nor during a period of conflict. No record of service-related injury per Veteran's Affairs office.
2501 4th Ave S, Denison	BPTC	Not in Pottawattamie County
774225207001	BPTC	Municipal Government Exempt for 2021
773809383015	BPTC	Assessed by Dept of Revenue for 2021
773804400010	BPTC	Assessed by Dept of Revenue for 2021
764216327014	BPTC	Assessed by Dept of Revenue for 2021
773916127002	BPTC	Assessed by Dept of Revenue for 2021

754331329 002

Military

no longer considered permanently + totally disabled

7638 27 300 004

Homestead

due to m/a change - no longer residence of property

**Received/Filed**

## Fee Book (06/01/2021 - 06/30/2021)

Criteria: {FMXFUS01\_RPT\_POTT.TndrDate} >= #06/01/2021# AND {FMXFUS01\_RPT\_POTT.TndrDate} <= #06/30/2021#

	<u>Count</u>	<u>Total Fund Amount</u>
<b>Recording Fees</b>		
RMA	1769	\$1,773.00
E-Commerce	1769	\$1,773.00
Audit	468	\$2,580.00
Recording	1769	\$44,675.00
County Transfer Tax	277	\$35,228.34
State Transfer Tax	277	\$168,995.66
Photo Copies	30	\$326.30
<b>Total For Recording Fees</b>	<b>6359</b>	<b>\$255,351.30</b>
<b>Other Fees</b>		
COUNTY PASSPORT APPLICATION FUND	56	\$7,367.95
<b>Total For Other Fees</b>	<b>56</b>	<b>\$7,367.95</b>
<b>Boats</b>		
Boat Writing	22	\$388.75
Boat State	22	\$3,049.65
Boat Title County	21	\$445.00
Boat Title State	21	\$578.50
Boat Liens State	10	\$97.50
Use Tax	22	\$49,208.56
Boat Lien County	10	\$75.00
Road Pass	16	\$1,900.00
DNR Postage	13	\$23.00
<b>Total For Boats</b>	<b>157</b>	<b>\$55,765.96</b>
<b>ELSI</b>		
ELSI Couny	42	\$512.50
ELSI State	22	\$1,891.50
<b>Total For ELSI</b>	<b>64</b>	<b>\$2,404.00</b>
<b>Vitals</b>		
Cert Copy County	61	\$2,208.00
Cert Copy State	61	\$6,072.00
Marriage County	66	\$264.00
Marriage State	66	\$2,046.00
Three Day Waiver	2	\$10.00
<b>Total For Vitals</b>	<b>256</b>	<b>\$10,600.00</b>
<b>Collected Total:</b>		<b>\$331,489.21</b>
<b>Charged Total:</b>		<b>\$14.00</b>
<b>Grand Total:</b>		<b>\$331,503.21</b>

# Recorder

MR #	41451	Jun-21		ck# 5211	
Amount	Account #	Account Name			
\$2,472.00	0001-1-07-8110-413000-000	Vital Records			
\$1,773.00	0024-1-07-8110-400001-000	RMA			
\$512.50	0001-1-07-8110-409000-000	ELSI			
\$35,228.34	0001-1-07-8110-404000-000	Transfer Tax			
\$45,001.30	0001-1-07-8110-400000-000	Office Fees			
\$2,580.00	0001-1-07-8110-410000-000	Auditor Fees			
\$388.75	0001-1-07-8110-402000-000	Boat Writing Fee			
\$75.00	0001-1-07-8110-402000-000	Boat Liens			
\$7,367.95	0001-1-07-8110-414000-000	Passports			
\$23.00	0001-1-07-8110-415000-000	DNR Boat Postage			
\$1,900.00	0001-1-07-8110-407000-000	ATV ROADPASS			
<b>\$97,321.84</b>	<b>Total</b>		Checks prepared by: M.H.	Signed by: M.A.B.	

*Lynn Herrington, Deputy*

**Closed Session**