

Consent Agenda

March 5, 2024

MET IN REGULAR SESSION

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

PLEDGE OF ALLEGIANCE

1. CONSENT AGENDA

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

- A. February 27, 2024, Minutes as read.
- B. Thriving Families Alliance – Employment of Gabby Sargent as a Part Time Administrative Assistant.
- C. Communications – Employment of Meghan McClain and Madison Farley as Telecommunicators.

UNANIMOUS VOTE. Motion Carried.

2. SCHEDULED SESSIONS

Motion by Shea, second by Belt, to open Public Hearing for Honeysuckle Road Special Assessment District.

Roll Call Vote: AYES: Miller, Belt, Wichman, Shea, Jorgensen. Motion Carried.

Motion by Shea, second by Jorgensen, to close public hearing.

Roll Call Vote: AYES: Miller, Belt, Wichman, Shea, Jorgensen. Motion Carried

Motion by Shea, second by Jorgensen, to approve and authorize the Board to sign **Resolution No. 21-2024** to Establish Honeysuckle Road Special Assessment District.

RESOLUTION NO. 21-2024

TO ESTABLISH THE HONEYSUCKLE ROAD SPECIAL ASSESSMENT DISTRICT

WHEREAS Thirteen of the twenty-five (52%) properties adjoining Honeysuckle Road have petitioned Pottawattamie County to form a Special Assessment District, and

WHEREAS the Special Assessment District is described on the petition as “Honeysuckle Road” located on the North line of Section 7 Garner Township, starting at 185th Street and continuing East approximately 3500 feet (0.66 miles) to the end of the public road at the West end of the dam, and

WHEREAS the proposed improvements to be made are to construct an asphalt stabilized base, tack coat and a seal coat surfacing, and

WHEREAS the County Engineer estimated cost of the improvement district to be \$223,253; provided a plat of the proposed district to show the road to be improved, the parcels included in the proposed district and ownership of such lands, and

WHEREAS a Public Hearing was held on August 22, 2023 as required by Section 311.11 of the 2023 Code of Iowa and continued until the Final Hearing on March 5, 2024 to receive and consider public comment, and

WHEREAS the Board of Supervisors have determined the County will contribute \$101,133 towards the improvement as cost share and the apportionment to the petitioners shall be \$122,120 over 10 years at zero percent interest as a special assessment.

NOW THEREFORE BE IT RESOLVED by the Pottawattamie County Board of Supervisors in session this 5th day of March 2024 does hereby establish the Honeysuckle Road Special Assessment District for the proposed improvements of Honeysuckle Road, 3500 feet in length, located in Section 7 Garner Township. The Special Assessment District’s landowners address, property tax description, PIN, and apportionments are as follows:

OWNER	ADDRESS	PROPERTY DESCRIPTION	PIN	TOTAL APPORTIONMENT	ANNUAL PAYMENT
ADKINS, BRANDON J	18606 HONEYSUCKLE RD, COUNCIL BLUFFS, IA 51503	LAKE TWP 6-75-43 S554.78' OF W208.71' E1/2 SW SE	754306400007	\$3,130.80	\$313.08
ADKINS, DOUGLAS L- PATRICIA A	18763 HONEYSUCKLE RD, COUNCIL BLUFFS, IA 51503	LAKE TWP 7-75-43 NW NE NE EXC E190' N170'	754307200002	\$3,130.80	\$313.08
ADKINS, DOUGLAS R - JENNIFER L	18861 HONEYSUCKLE RD, COUNCIL	LAKE TWP 7-75-43 NE NE NE	754307200004	\$5,218.00	\$521.80

	BLUFFS, IA 51503				
BOECKEN, JERRY T- MARLENE V	18599 HONEYSUCKLE RD, COUNCIL BLUFFS, IA 51503	LAKE TWP 7-75-43 NW NE	754307200001	\$5,218.00	\$521.80
BROWN, SAUNDRA GAYLE	22080 MUDHOLLOW RD, COUNCIL BLUFFS, IA 51503	LAKE TWP 6-75-43 PT S1/2 SE COMM SE COR TH W1763.68' N600.99' E1441.12' SE566.83' S116' TO POB	754306400008	\$1,043.60	\$104.36
CASSON, DANIEL J- JENNIFER G	21291 LAKE HILL LN, COUNCIL BLUFFS, IA 51503	GARNER TWP 5-75- 43 PT SW1/4 COMM 1007.92'N & 305.63'NE SW COR TH ELY324.63' NLY230' SE927.11' SLY155'SW640.77' NW1088.14'TO POB (PARCEL C)	754305300004	\$10,436.00	\$1,043.60
CASSON, DANIEL J- JENNIFER G	21291 LAKE HILL LN, COUNCIL BLUFFS, IA 51503	GARNER TWP 5-75- 43 PT SW1/4 COMM SW COR TH N1007.92' NE305.63' SE1088.14' SW557' W552.48' TO POB(PARCEL B)	754305300005	\$1,043.60	\$104.36
DECKER, DUANE C- SHERRY L	18860 HONEYSUCKLE RD, COUNCIL BLUFFS, IA 51503	LAKE TWP 6-75-43 PT SE1/4 COMM 1149.3'W & 238.77'S OF E1/4 COR TH SLY833.29 SE278.18' E45.22'SE853.23' W1441.12'S71.21' W208.71'N793.16' E821.2' N1075.77' TO POB	754306400006	\$10,436.00	\$1,043.60
FERREL, WARREN J- CELIA C TRUST	16107 LAFAYETTE AVE, OMAHA, NE 68118	LAKE TWP 6-75-43 W1/2 SW SE	754306400005	\$1,043.60	\$104.36
JAGER, AUSTIN L-JAMIE J	18394 HONEYSUCKLE RD, COUNCIL BLUFFS, IA 51503	LAKE TWP 6-75-43 PT SE SW COMM 737.50'N OF SE COR TH W330' S737.50' W326.78' N1300.03' E655.62' S562.67' OT POB (PARCEL B)	754306300009	\$7,305.20	\$730.52
JOHNSON, BLANCHARD E JR - ELIZABETH M	5703 MERLIN LN, COUNCIL BLUFFS, IA 51501	LAKE TWP 6-75-43 SW SE SW	754306300006	\$9,392.40	\$939.24
KEALY, TIMOTHY E	18489 HONEYSUCKLE RD, COUNCIL BLUFFS, IA 51503	LAKE TWP 7-75-43 SW NE	754307200006	\$1,043.60	\$104.36
KEALY, TIMOTHY E- NANCY J	18489 HONEYSUCKLE RD, COUNCIL BLUFFS, IA 51503	LAKE TWP 7-75-43 PT NE NW COMM N1/4 COR S895.05' W203.32' N348.68' NELY305.70' N282.41' E60' TO POB	754307100009	\$5,218.00	\$521.80

LEICK, ANDREW M - DANICA A	7021 S 103RD CIRCLE LAVISTA, NE 68128	GARNER TWP 5-75-43 PT SW1/4 COMM 329.97'E NW COR TH E1270.02' S487.03' W896.88' NW674.38' TO POB(PARCEL F)	754305300001	\$1,043.60	\$104.36
NEWMAN, TAMID TRUST	18853 HONEYSUCKLE RD, COUNCIL BLUFFS, IA 51503	LAKE TWP 7-75-43 E190' N170' NW NE NE	754307200003	\$5,218.00	\$521.80
NIBBE, KEVIN G	18847 HONEYSUCKLE RD, COUNCIL BLUFFS, IA 51503	LAKE TWP 7-75-43 S1/2 NE NE	754307200005	\$10,436.00	\$1,043.60
REID, RONALD E-JAMIE S	1217 JENNINGS AVE, COUNCIL BLUFFS, IA 51503	LAKE TWP 6-75-43 PT NE SE COMM NE COR TH S325' SW1349.5' W45.22' NW278.18' NLY1072.06' E1149.3'TO POB	754306400004	\$1,043.60	\$104.36
RYBIN, JOSHUA	225 S 35TH ST, COUNCIL BLUFFS, IA 51501	LAKE TWP 6-75-43 PT E1/2 SE COMM 116'N SE COR TH NW1420.06' W45.22' NE1349.54' S2192.57' TO POB	754306400009	\$10,436.00	\$1,043.60
SCHLICKBERND, MICHAEL-JERI TRUST	21436 LAKE HILL LN, COUNCIL BLUFFS, IA 51503	GARNER TWP 5-75-43 PT SW1/4 COMM NW COR TH E329.97' SE674.43' ELY896.88' SWLY412.23' WLY558.14' W474.02' SLY616.75' WLY324.63' SW305.63' N1617.64' TO POB (PARCEL E)	754305300002	\$10,436.00	\$1,043.60
SCHWARTE, GARY A-MAXINE M	18456 HONEYSUCKLE RD, COUNCIL BLUFFS, IA 51503	LAKE TWP 6-75-43 PT SE SW COMM SE COR TH N737.50' W330' S737.50' E330' TO POB (PARCEL C)	754306300011	\$5,218.00	\$521.80
SEVEN K INC	18489 HONEYSUCKLE RD, COUNCIL BLUFFS, IA 51503	LAKE TWP 7-75-43 PT E1/2 NW COMM NW COR OF NE NW TH S2638.79' E327.65' N2639.04' W328.35' TO POB (PARCEL 22072)	754307100010	\$1,043.60	\$104.36
SEVEN K INC	18489 HONEYSUCKLE RD, COUNCIL BLUFFS, IA 51503	LAKE TWP 7-75-43 PT E1/2 NW COMM 328.35'E OF NW COR OF NE NW TH E328.35' S2639.29' W327.65' N2639.04' TO POB (PARCEL 22073)	754307100011	\$1,043.60	\$104.36
SEVEN K INC	18489 HONEYSUCKLE RD, COUNCIL BLUFFS, IA 51503	LAKE TWP 7-75-43 PT E1/2 NW COMM 327.66'W OF THE CTR OF SECT 7 TH N2639.54' W328.35' S2639.29' E327.65' TO POB (PARCEL 22074)	754307100012	\$1,043.60	\$104.36
SEVEN K INC	18489 HONEYSUCKLE RD, COUNCIL BLUFFS, IA 51503	LAKE TWP 7-75-43 PT E1/2 NW COMM CTR OF SECT 7 TH W327.66' N2639.54' E268.35' S282.79' SW304.95' S348.68' E203.32' S1744.75'	754307100013	\$1,043.60	\$104.36

		TO POB (PARCEL 22075)			
STEFFES, MICHAEL A	21375 LAKE HILL LN, COUNCIL BLUFFS, IA 51503	GARNER TWP 5-75-43 PT SW1/4 COMM NW COR SE SW TH S48.18' SW245.28' NW927.11' N98.81' NW287.94'E474.02' SE558.14'SLY482.64' TO POB(PARCEL D)	754305300003	\$10,436.00	\$1,043.60

ROLL CALL VOTE

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

ATTEST: _____
Melvyn Houser, County Auditor

Roll Call Vote: **AYES: Miller, Belt, Wichman, Shea, Jorgensen. Motion Carried.**

Motion by Belt, second by Jorgensen, to approve and authorize Chairperson to sign Right of Way Contract with Gerald Casey in the amount of \$4,093.90.
UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Belt, to approve and award the tied L-2022-(Dumfries)- - 73-78 and L-2022 (240th) – 73-78 projects to Peterson Contractors, Inc.
UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Jorgensen, to award bid to Cormaci Construction Inc. for construction of Jail Maintenance Building.
UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Jorgensen, to approve and authorize Board Chairperson to sign Agreement with MAPA to obtain digital map products (aerial photography) and to approve the first installment of \$151,650.00 (a total amount of \$348,900).
UNANIMOUS VOTE. Motion Carried.

3. OTHER BUSINESS

Motion by Shea, second by Jorgensen, to approve modification of Environmental Education Coordinator job description and associated pay grade from 520 to 521.
UNANIMOUS VOTE. Motion Carried.

Motion by Jorgensen, second by Belt, to approve modification of Tax and Deed Specialist job description.
UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Jorgensen, to approve job description Part-Time WIC Program Travel Nutrition Educator.
UNANIMOUS VOTE. Motion Carried.

4. COMMITTEE APPOINTMENTS

Board discussed Committee meetings from the past week.

Discussion only. No action taken.

5. RECEIVED/FILED

A. Salary Action(s):

- 1) Communication – Payroll status changes for Alicia Cotton and Hayley Lee.
- 2) Buildings and Grounds – Payroll status changes for Jeffrey Walker and Andrew Smith.
- 3) SWI Juvenile Detention – Payroll status change for Anthony Williams.
- 4) Emergency Management – Payroll status change for Scott Manz.
- 5) Conservation – Employment of Jolene Yoder as a Natural Areas Management Intern, Crew Lead.

6. PUBLIC COMMENTS

No Public Comments.

7. CLOSED SESSION

Motion by Wichman, second by Jorgensen, to go into Closed Session pursuant to Iowa Code 20.17.(3) for discussion and/or decision on labor negotiations/collective bargaining matters.

Roll Call Vote: AYES: Miller, Belt, Wichman, Shea, Jorgensen. Motion Carried.

Motion by Wichman, second by Shea, to go out of Closed Session.

Roll Call Vote: AYES: Miller, Belt, Wichman, Shea, Jorgensen. Motion Carried.

Motion by Wichman, second by Shea, to go into Closed Session pursuant Iowa Code 21.5(1)(j) for discussion and/or decision on the purchase or sale of particular real estate.

Roll Call Vote: AYES: Miller, Belt, Wichman, Shea, Jorgensen. Motion Carried.

Motion by Wichman, second by Shea, to go out of Closed Session.

Roll Call Vote: AYES: Miller, Belt, Wichman, Shea, Jorgensen. Motion Carried.

8. BUDGET STUDY SESSION

9. ADJOURN

Motion by Wichman, second by Shea, to adjourn meeting.

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 12.42 P. M.

Susan Miller, Chair

ATTEST:

Melvyn Houser, County Auditor

APPROVED: March 12, 2024

PUBLISH: X

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

FROM: Paula Good

Request for County Department Comments

DATE: February 16, 2024

ESTABLISHMENT: *Renewal – Quail Run Golf Course*

OWNER: see attached

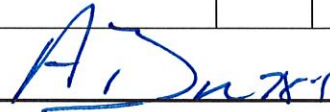
LEGAL DESCRIPTION: See attached property record.

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

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

COMMENTS

Signature



• no felony charges located for owners w/ name search in Zepher

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

FROM: Paula Good

Request for County Department Comments

DATE: February 16, 2024

ESTABLISHMENT: *Renewal – Quail Run Golf Course*

OWNER: see attached

LEGAL DESCRIPTION: See attached property record.

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

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

COMMENTS

Signature



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

FROM: Paula Good

Request for County Department Comments

DATE: February 16, 2024

ESTABLISHMENT: *Renewal – Quail Run Golf Course*

OWNER: see attached

LEGAL DESCRIPTION: See attached property record.

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

DEPARTMENT	COMMENTS	YES	NO
TREASURER	Free from certified taxes and special assessments	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PLANNING	Properly zoned	<input type="checkbox"/>	<input type="checkbox"/>
	Nuisance violations	<input type="checkbox"/>	<input type="checkbox"/>
	Septic system violations	<input type="checkbox"/>	<input type="checkbox"/>
SHERIFF	Complaints received	<input type="checkbox"/>	<input type="checkbox"/>
	Citations issued at this establishment	<input type="checkbox"/>	<input type="checkbox"/>
	Owner convicted of a felony within the last 5 years	<input type="checkbox"/>	<input type="checkbox"/>

COMMENTS

Signature

Lea A Voss



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
B ENTERPRISES L.L.C.	Quail Run Golf Course	(712) 485-2266		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
29512 285th Street		Neola	Pottawattamie	51559
MAILING ADDRESS	CITY	STATE	ZIP	
PO Box 103	Neola	Iowa	51559	

Contact Person

NAME	PHONE	EMAIL
Ronald Barrier	(402) 681-5783	contact@rollingb.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LC0049604	Class C Retail Alcohol License	12 Month	Renewed

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
Apr 25, 2023	Apr 24, 2024	

SUB-PERMITS

Class C Retail Alcohol License

PRIVILEGES

Outdoor Service



State of Iowa

Alcoholic Beverages Division

Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Ronald Barrier	Neola	Iowa	51559	owner	50.00	Yes
Tara Barrier	Neola	Iowa	51559	Owner	50.00	Yes

Insurance Company Information

INSURANCE COMPANY

Illinois Casualty Co

POLICY EFFECTIVE DATE

Apr 5, 2023

POLICY EXPIRATION DATE

Apr 4, 2024

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

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

FROM: Paula Good

Request for County Department Comments

DATE: February 20, 2024

ESTABLISHMENT: **Renewal – Grand Mac LLC**

OWNER: see attached

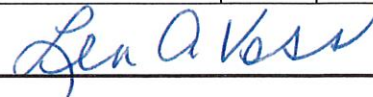
LEGAL DESCRIPTION: See attached property record.

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

DEPARTMENT	COMMENTS	YES	NO
TREASURER	Free from certified taxes and special assessments	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PLANNING	Properly zoned	<input type="checkbox"/>	<input type="checkbox"/>
	Nuisance violations	<input type="checkbox"/>	<input type="checkbox"/>
	Septic system violations	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
SHERIFF	Complaints received	<input type="checkbox"/>	<input type="checkbox"/>
	Citations issued at this establishment	<input type="checkbox"/>	<input type="checkbox"/>
	Owner convicted of a felony within the last 5 years	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

COMMENTS

Signature



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

FROM: Paula Good

Request for County Department Comments

DATE: February 20, 2024

ESTABLISHMENT: *Renewal – Grand Mac LLC*

OWNER: see attached

LEGAL DESCRIPTION: See attached property record.

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

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

COMMENTS

Signature



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

FROM: Paula Good

Request for County Department Comments

DATE: February 20, 2024

ESTABLISHMENT: **Renewal – Grand Mac LLC**

OWNER: see attached

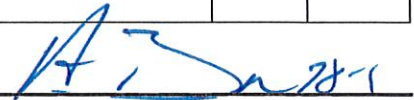
LEGAL DESCRIPTION: See attached property record.

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

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

COMMENTS

Signature



• no felony charges located for owner w/ name search in Zepher

01/24/24 - deputies responded to a disturbance pursuant - no arrests or citations issued



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
GRAND MAC LLC	GRAND MAC LLC	(712) 310-5996		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
20270 Old Lincoln Highway		Council Bluffs	Pottawattamie	51503
MAILING ADDRESS	CITY	STATE	ZIP	
19747 GRAND AVE	COUNCIL BLUFFS	Iowa	515031113	

Contact Person

NAME	PHONE	EMAIL
CHARLES GARCIA	7123105996	charlesigarcia@yahoo.com

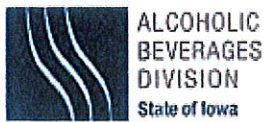
License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LC0048188	Class C Retail Alcohol License	12 Month	Active

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
Apr 29, 2023	Apr 28, 2024	

SUB-PERMITS

Class C Retail Alcohol License



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Outdoor Service

Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Charles Garcia	Council Bluffs	Iowa	51503	Owner	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

Founders Insurance Company

POLICY EFFECTIVE DATE

Apr 29, 2023

POLICY EXPIRATION DATE

Apr 29, 2024

DRAM CANCEL DATE

Apr 14, 2023

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

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

FROM: Paula Good

Request for County Department Comments

DATE: February 23, 2024

ESTABLISHMENT: *Renewal – Prairie Crossing Vineyard & Winery, LLC*

OWNER: see attached

LEGAL DESCRIPTION: See attached property record.

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

DEPARTMENT	COMMENTS	YES	NO
TREASURER	Free from certified taxes and special assessments	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PLANNING	Properly zoned	<input type="checkbox"/>	<input type="checkbox"/>
	Nuisance violations	<input type="checkbox"/>	<input type="checkbox"/>
	Septic system violations	<input type="checkbox"/>	<input type="checkbox"/>
SHERIFF	Complaints received	<input type="checkbox"/>	<input type="checkbox"/>
	Citations issued at this establishment	<input type="checkbox"/>	<input type="checkbox"/>
	Owner convicted of a felony within the last 5 years	<input type="checkbox"/>	<input type="checkbox"/>

COMMENTS

Signature



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

FROM: Paula Good

Request for County Department Comments

DATE: February 23, 2024

ESTABLISHMENT: *Renewal – Prairie Crossing Vineyard & Winery, LLC*

OWNER: see attached

LEGAL DESCRIPTION: See attached property record.

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

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

COMMENTS

Signature



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

FROM: Paula Good

Request for County Department Comments

DATE: February 23, 2024

ESTABLISHMENT: *Renewal – Prairie Crossing Vineyard & Winery, LLC*

OWNER: see attached

LEGAL DESCRIPTION: See attached property record.

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

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

COMMENTS

Signature

ATW 78-1

- No felonies located w/name search of both owners in Zwercher

License Application

- **Applicant**

Name of Legal Entity : PRAIRIE CROSSING VINEYARD AND WINERY, LLC

Name of Business(DBA) : Prairie Crossing Vineyard and Winery, LLC

Address of Premises : 31506 Pioneer Trail

Premises Suite/Apt Number :

City : Treynor

County : Pottawattamie

Zip : 51575

Business : (171) 230-9694

Mailing Address: 31506 Pioneer Trail

City : Treynor

State : Iowa

Zip : 51575

- **Contact Person**

Name : DOUGLAS GRAY

Phone : (171) 230-9694

Email : doug@prairiecrossingwine.com

- **License Information**

License Number :

License/Permit Type : Special Class C Retail Native Wine License

Term : 12 Month

Status : Submitted to Local Authority

Effective Date :

Expiration Date :

Sub-Permits : Special Class C Retail Native Wine License

Privileges : Outdoor Service

Last Day of Business :

- **Status of Business**

Business Type : Limited Liability Company

- **Ownership**

Douglas Gray

City : Treynor

State : Iowa

Zip : 51575

Position : Owner

% of ownership : 50%

U.S. Citizen : Yes

Juli Gray

City : Treynor

State : Iowa

Zip : 51575

Position : Owner

% of ownership : 50%

U.S. Citizen : Yes

- **Insurance Company Information**

Insurance Company : Auto Owners Insurance Company

Policy Effective Date : 2023-03-15

Policy Expiration : 2024-03-15

Bond Effective :

Dram Cancel Date :

Outdoor Service Effective :

Outdoor Service Expiration :

Temp Transfer Effective Date :

Temp Transfer Expiration Date :

▪

▪

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

FROM: Paula Good

Request for County Department Comments

DATE: February 23, 2024

ESTABLISHMENT: *Renewal – The Westfair Association*

OWNER: see attached

LEGAL DESCRIPTION: See attached property record.

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

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

COMMENTS

Signature



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

FROM: Paula Good

Request for County Department Comments

DATE: February 23, 2024

ESTABLISHMENT: *Renewal – The Westfair Association*

OWNER: see attached

LEGAL DESCRIPTION: See attached property record.

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

DEPARTMENT	COMMENTS	YES	NO
TREASURER	Free from certified taxes and special assessments	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PLANNING	Properly zoned	<input type="checkbox"/>	<input type="checkbox"/>
	Nuisance violations	<input type="checkbox"/>	<input type="checkbox"/>
	Septic system violations	<input type="checkbox"/>	<input type="checkbox"/>
SHERIFF	Complaints received	<input type="checkbox"/>	<input type="checkbox"/>
	Citations issued at this establishment	<input type="checkbox"/>	<input type="checkbox"/>
	Owner convicted of a felony within the last 5 years	<input type="checkbox"/>	<input type="checkbox"/>

COMMENTS

Signature



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

FROM: Paula Good

Request for County Department Comments

DATE: February 23, 2024

ESTABLISHMENT: *Renewal – The Westfair Association*

OWNER: see attached

LEGAL DESCRIPTION: See attached property record.

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

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

COMMENTS

Signature

AI3 28-1

• no felonies located for owner when name searched in Zepher

09/24/23 - Nest Report - no susp.

08/26/23 - Public Intox - one arrested & taken to jail

License Application

- **Applicant**

Name of Legal Entity : THE WESTFAIR ASSOCIATION

Name of Business(DBA) : Westfair

Address of Premises : 22984 U.S. 6

Premises Suite/Apt Number :

City : Council Bluffs

County : Pottawattamie

Zip : 51503

Business : (712) 242-3323

Mailing Address: PO Box 698

City : Council Bluffs

State : Iowa

Zip : 51502-0698

- **Contact Person**

Name : Rick Killion

Phone : (712) 242-3323

Email : rkillion@anbank.com

- **License Information**

License Number :

License/Permit Type : Special Class C Retail Alcohol License

Term : 8 Month

Status : Pending Dramshop Review

Effective Date :

Expiration Date :

Sub-Permits : Special Class C Retail Alcohol License

Privileges : Living Quarter, Outdoor Service

Last Day of Business :

- **Status of Business**

Business Type : Nonprofit entity which has a principal office in the State of Iowa.

- **Ownership**

Rick Killion

City : Council Bluffs

State : Iowa

Zip : 51503

Position : Treasurer

% of ownership : 0%

U.S. Citizen : Yes

The Westfair Association

Federal Id : 42-1020703

City : Council Bluffs

State : Iowa

Zip : 51503

% of ownership : 100%

- **Insurance Company Information**

Insurance Company : Illinois Casualty Co

Policy Effective Date :

Policy Expiration :

Bond Effective :

Dram Cancel Date :

Outdoor Service Effective :

Outdoor Service Expiration :

Temp Transfer Effective Date :

Scheduled Sessions

Public Hearing

**Discussion regarding Compensation Board's
recommendation for elected officials for FY 2024/25.**

**Approval of Resolution No. 22-2024, regarding
Compensation Boards recommendation for elected
officials for FY 2024/25.**

RESOLUTION NO. 22-2024

WHEREAS the Pottawattamie County Compensation Board meets annually to recommend a compensation schedule for elected officials for the fiscal year immediately following, in accordance with Iowa Code Chapters 331.905 and 331.907; and

WHEREAS, the Pottawattamie County Compensation Board met on the 7th day of December 2024, and recommended a 12% increase for the County Sheriff and County Attorney, and a 10% increase for all other County elected officials, for the fiscal year beginning July 1, 2024.

THEREFORE, BE IT RESOLVED that the Pottawattamie County Board of Supervisors hereby reduces the Compensation Board’s recommended increases to one-third of the original recommendations, resulting in a 4% salary increase for the County Sheriff and County Attorney, and a 3.33333% salary increase for all other Pottawattamie County elected officials for the fiscal year beginning July 1, 2024. Said increases shall be as follows:

Elected Official	Approved Salary for FY 2024/2025
Attorney	\$ 164,645.00
Auditor	\$ 100,737.00
Recorder	\$ 100,737.00
Sheriff	\$ 157,560.00
Supervisors	\$ 54,721.00
Treasurer	\$ 100,737.00

Dated this 12th day of March 2024

ROLL CALL VOTE

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

ATTEST: _____
Melvyn Houser, County Auditor

**Becky Lenihan/Finance and
Tax Officer, Auditor's Officer**

**Discussion and/or decision on setting public hearing on
Pottawattamie County's Proposal Property Tax Levy for
Fiscal Year Ending June 30, 2025, and to approve
publication request.**

Matt Wyant/Director, Planning and Development

Discussion and/or decision to sign Resolution No. 23-2024; entitled: Resolution Repealing Temporary Moratorium on Wind and Solar Energy Conversion Systems within Pottawattamie County, Iowa.

RESOLUTION NO. 23 - 2024

**RESOLUTION REPEALING TEMPORARY MORATORIUM ON
WIND AND SOLAR ENERGY CONVERSION SYSTEMS WITHIN
POTTAWATTAMIE COUNTY, IOWA**

WHEREAS, pursuant to Resolution No. 71- 2023, the Board of Supervisors of Pottawattamie County, Iowa (the “Board”) imposed a temporary moratorium prohibiting the Director of Planning and Development and the Zoning Board of Adjustment from accepting or otherwise acting on any application to develop a wind or solar energy conversion system pending the Board's review and amendment of the Pottawattamie County, Iowa, Zoning Ordinance (the “Ordinance”) to regulate wind and solar energy conversion systems; and

WHEREAS, the Board completed its review and adopted amendments to the Ordinance to include provisions regulating wind and solar energy conversion systems.

NOW THEREFORE, BE IT RESOLVED, the Board hereby approves this resolution and repeals the temporary moratorium imposed by Resolution No. 71 - 2023. The Director of Planning and Development and the Zoning Board of Adjustment may now accept or otherwise act on applications to develop wind or solar energy conversion systems.

Dated this 12th day of March, 2024.

ROLL CALL VOTE

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

ATTEST: _____
Melvyn Houser, County Auditor

John Rasmussen/Engineer

Discussion and/or decision to approve and authorize the Chairperson to sign the Contract and Bond with Peterson Contractors Inc. for Dumfries and 240th Street Paving.

CONTRACT

POTTAWATTAMIE County -- HMA Paving

Project Number: L-2022-(Dumfries)--73-78

Letting Date: Tuesday, February 27, 2024

THIS AGREEMENT made and entered by and between POTTAWATTAMIE County, Iowa, by its Board of Supervisors consisting of: Brian Shea (Chairperson), Jeff Jorgensen, Tim Wichman, Susan Miller, Scott Belt, Contracting Authority, and PETERSON CONTRACTORS INC. of, REINBECK, IA 50669-0155, Contractor.

WITNESSETH: That the contractor, for and in consideration of Two Million Two Hundred Thirty Six Thousand Six Hundred Seventeen Dollars and Ninety Four Cents (\$2,236,617.94) payable as set forth in the specifications constituting a part of this contract, hereby agrees to construct in accordance with the plans and specification therefore, and in the locations designated in the notice to bidders, the various items of work as listed in the quantity and unit price tabulation

Said specifications and plans are hereby made a part of and the basis of this agreement, and a true copy of said plans and specifications are now on file in the office of the County Auditor under the date of 2/27/2024

That in consideration of the foregoing, the Contracting Authority hereby agrees to pay the Contractor, promptly and according to the requirements of the specifications the amounts set forth, subject to the conditions as set forth in the specifications

That it is mutually understood and agreed by the parties hereto that the notice to bidders, the proposal, the specifications for Project No. L-2022-(Dumfries)--73-78 in POTTAWATTAMIE County, Iowa, the within contract, the contractor's bond and the general and detailed plans are and constitute the basis of the contract between the parties hereto.

That it is further understood and agreed by the parties of this contract that the above work shall be commenced and completed on or before:

Work Days	Date Type	Date	Liquidated Damages Per Day
100	Late Start Date	4/23/2024	\$1,200.00

That time is the essence of this contract and that said contract contains all of the terms and conditions agreed upon the parties hereto.

It is further understood that the Contractor consents to the jurisdiction of the courts of Iowa to hear, determine and render judgment as to any controversy arising hereunder.

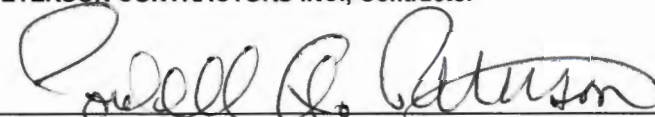
IN WITNESS WHEREOF the parties hereto have set their hands for the purposes herein expressed to this and three other instruments of like tenor, as of the ____ Day of _____, 2024

POTTAWATTAMIE County Iowa, Contracting Authority

Chairperson, County Board of Supervisors

Date

PETERSON CONTRACTORS INC., Contractor



Signature

42-0921654

Federal ID

SCHEDULE OF PRICES -- CONTRACT

POTTAWATTAMIE County, Iowa -- Project L-2022-(Dumfries)--73-78

Type of work : HMA Paving

	Item Number	Description	Units	Quantity	Unit Price	Total
Division 1: Dumfries Avenue						
1.	2101-0850001	CLEARING AND GRUBBING	ACRE	0.2	\$25,000.00	\$5,000.00
2.	2102-2710070	EXCAVATION, CLASS 10, ROADWAY AND BORROW	CY	9850.0	\$6.75	\$66,487.50
3.	2105-8425015	TOPSOIL, STRIP, SALVAGE AND SPREAD	CY	4303.0	\$6.50	\$27,969.50
4.	2107-0875000	COMPACTION WITH MOISTURE AND DENSITY CONTROL	CY	9850.0	\$1.75	\$17,237.50
5.	2115-0100000	MODIFIED SUBBASE	CY	1883.0	\$66.00	\$124,278.00
6.	2121-7425020	GRANULAR SHOULDERS, TYPE B	TON	1833.000	\$36.50	\$66,904.50
7.	2213-7100400	RELOCATION OF MAIL BOXES	EACH	3	\$350.00	\$1,050.00
8.	2303-1031750	HOT MIX ASPHALT STANDARD TRAFFIC, BASE COURSE, 3/4 IN. MIX	TON	2549.30	\$49.70	\$126,700.21
9.	2303-1032500	HOT MIX ASPHALT STANDARD TRAFFIC, INTERMEDIATE COURSE, 1/2 IN. MIX	TON	1263.400	\$49.66	\$62,740.44
10.	2303-1033500	HOT MIX ASPHALT STANDARD TRAFFIC, SURFACE COURSE, 1/2 IN. MIX, NO SPECIAL FRICTION REQUIREMENT	TON	1252.100	\$49.57	\$62,066.60
11.	2303-1258283	ASPHALT BINDER, PG 58-28S, STANDARD TRAFFIC	TON	303.90	\$562.00	\$170,791.80
12.	2303-6911000	HOT MIX ASPHALT PAVEMENT SAMPLES	LS	1.00	\$500.00	\$500.00
13.	2303-7000610	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR HMA MIXTURE LABORATORY VOIDS (FORMULA - BY PAY FACTOR)	EACH	2684.000	\$1.00	\$2,684.00
14.	2303-7000620	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR HMA MIXTURE FIELD VOIDS (FORMULA - BY PAY FACTOR)	EACH	2684.000	\$1.00	\$2,684.00
15.	2303-9091010	RUMBLE STRIP PANEL (HMA SURFACE)	EACH	4	\$600.00	\$2,400.00
16.	2312-8260051	GRANULAR SURFACING ON ROAD, CLASS A CRUSHED STONE	TON	426.4	\$36.25	\$15,457.00
17.	2316-0000120	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR HMA PAVEMENT SMOOTHNESS (BY SCHEDULE)	EACH	2558.000	\$1.00	\$2,558.00
18.	2401-6745910	REMOVAL OF SIGN	EACH	12	\$175.00	\$2,100.00
19.	2402-2720100	EXCAVATION, CLASS 20, FOR ROADWAY PIPE CULVERT	CY	194.0	\$11.50	\$2,231.00
20.	2416-0100024	APRONS, CONCRETE, 24 IN. DIA.	EACH	2	\$2,150.00	\$4,300.00
21.	2416-1180024	CULVERT, CONCRETE ROADWAY PIPE, 24 IN. DIA.	LF	168	\$126.00	\$21,168.00
22.	2417-0225024	APRONS, METAL, 24 IN. DIA.	EACH	2	\$525.00	\$1,050.00
23.	2417-0330018	APRONS, SAFETY SLOPE, 18 IN. DIA.	EACH	6	\$565.00	\$3,390.00
24.	2417-0330024	APRONS, SAFETY SLOPE, 24 IN. DIA.	EACH	2	\$1,060.00	\$2,120.00
25.	2417-1040018	CULVERT, CORRUGATED METAL ENTRANCE PIPE, 18 IN. DIA.	LF	152	\$51.00	\$7,752.00
26.	2417-1060024	CULVERT, CORRUGATED METAL ROADWAY PIPE, 24 IN. DIA.	LF	136	\$81.00	\$11,016.00
27.	2502-8212034	SUBDRAIN, LONGITUDINAL, (SHOULDER) 4 IN. DIA.	LF	7718.0	\$7.50	\$57,885.00
28.	2502-8221305	SUBDRAIN OUTLET, DR-305	EACH	32	\$300.00	\$9,600.00
29.	2503-0200036	REMOVE STORM SEWER PIPE LESS THAN OR EQUAL TO 36 IN.	LF	339	\$25.00	\$8,475.00

30.	2507-3250005	ENGINEERING FABRIC	SY	119.0	\$4.00	\$476.00
31.	2507-6800061	REVTMENT, CLASS E	TON	62.000	\$65.00	\$4,030.00
32.	2510-6745850	REMOVAL OF PAVEMENT	SY	131.1	\$15.00	\$1,966.50
33.	2519-4200140	REMOVAL OF FENCE, FIELD	LF	954.3	\$3.00	\$2,862.90
34.	2527-9263109	PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED	STA	142.10	\$20.00	\$2,842.00
35.	2528-2518000	SAFETY CLOSURE	EACH	3	\$200.00	\$600.00
36.	2528-8445110	TRAFFIC CONTROL	LS	1.00	\$7,000.00	\$7,000.00
37.	2533-4980005	MOBILIZATION	LS	1.00	\$84,250.00	\$84,250.00
38.	2601-2634100	MULCHING	ACRE	4.9	\$3,200.00	\$15,680.00
39.	2601-2636043	SEEDING AND FERTILIZING (RURAL)	ACRE	4.9	\$800.00	\$3,920.00
40.	2601-2640350	SPECIAL DITCH CONTROL, WOOD EXCELSIOR MAT	SQ	381.0	\$18.00	\$6,858.00
41.	2602-0000020	SILT FENCE	LF	2597.0	\$2.20	\$5,713.40
42.	2602-0000071	REMOVAL OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS	LF	2597.0	\$0.20	\$519.40
43.	2602-0000312	PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 12 IN. DIA.	LF	956.0	\$4.00	\$3,824.00
44.	2602-0000351	REMOVAL OF PERIMETER AND SLOPE OR DITCH CHECK SEDIMENT CONTROL DEVICE	LF	1306.000	\$0.30	\$391.80
45.	2602-0000362	DITCH CHECK SEDIMENT CONTROL DEVICE, 12 IN. DIA.	LF	350.000	\$4.00	\$1,400.00
46.	2602-0010010	MOBILIZATIONS, EROSION CONTROL	EACH	3	\$750.00	\$2,250.00
47.	2602-0010020	MOBILIZATIONS, EMERGENCY EROSION CONTROL	EACH	1	\$1,000.00	\$1,000.00
Division Total						\$1,034,180.05
Division 2: 240TH Street						
1.	2101-0850001	CLEARING AND GRUBBING	ACRE	0.2	\$25,000.00	\$5,000.00
2.	2102-2710070	EXCAVATION, CLASS 10, ROADWAY AND BORROW	CY	9505.0	\$6.00	\$57,030.00
3.	2105-8425015	TOPSOIL, STRIP, SALVAGE AND SPREAD	CY	4538.0	\$6.50	\$29,497.00
4.	2107-0875000	COMPACTION WITH MOISTURE AND DENSITY CONTROL	CY	9020.0	\$1.75	\$15,785.00
5.	2113-0001100	SUBGRADE STABILIZATION MATERIAL, POLYMER GRID	SY	13523.0	\$4.85	\$65,586.55
6.	2115-0100000	MODIFIED SUBBASE	CY	3621.0	\$66.00	\$238,986.00
7.	2121-7425020	GRANULAR SHOULDERS, TYPE B	TON	2176.000	\$36.50	\$79,424.00
8.	2303-1031750	HOT MIX ASPHALT STANDARD TRAFFIC, BASE COURSE, 3/4 IN. MIX	TON	2782.00	\$49.70	\$138,265.40
9.	2303-1032500	HOT MIX ASPHALT STANDARD TRAFFIC, INTERMEDIATE COURSE, 1/2 IN. MIX	TON	1378.700	\$49.66	\$68,466.24
10.	2303-1033500	HOT MIX ASPHALT STANDARD TRAFFIC, SURFACE COURSE, 1/2 IN. MIX, NO SPECIAL FRICTION REQUIREMENT	TON	1366.400	\$49.57	\$67,732.45
11.	2303-1258283	ASPHALT BINDER, PG 58-28S, STANDARD TRAFFIC	TON	331.60	\$562.00	\$186,359.20
12.	2303-6911000	HOT MIX ASPHALT PAVEMENT SAMPLES	LS	1.00	\$500.00	\$500.00
13.	2303-7000610	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR HMA MIXTURE LABORATORY VOIDS (FORMULA - BY PAY FACTOR)	EACH	2929.000	\$1.00	\$2,929.00
14.	2303-7000620	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR HMA MIXTURE FIELD VOIDS (FORMULA - BY PAY FACTOR)	EACH	2929.000	\$1.00	\$2,929.00
15.	2303-9091010	RUMBLE STRIP PANEL (HMA SURFACE)	EACH	2	\$600.00	\$1,200.00
16.	2312-8260051	GRANULAR SURFACING ON ROAD, CLASS A CRUSHED STONE	TON	114.0	\$36.25	\$4,132.50

17.	2316-0000120	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR HMA PAVEMENT SMOOTHNESS (BY SCHEDULE)	EACH	2791.000	\$1.00	\$2,791.00
18.	2401-6745910	REMOVAL OF SIGN	EACH	5	\$175.00	\$875.00
19.	2402-2720100	EXCAVATION, CLASS 20, FOR ROADWAY PIPE CULVERT	CY	150.5	\$11.50	\$1,730.75
20.	2416-0100036	APRONS, CONCRETE, 36 IN. DIA.	EACH	4	\$3,300.00	\$13,200.00
21.	2416-1180036	CULVERT, CONCRETE ROADWAY PIPE, 36 IN. DIA.	LF	144	\$231.00	\$33,264.00
22.	2417-0330018	APRONS, SAFETY SLOPE, 18 IN. DIA.	EACH	2	\$565.00	\$1,130.00
23.	2417-1040018	CULVERT, CORRUGATED METAL ENTRANCE PIPE, 18 IN. DIA.	LF	88	\$51.00	\$4,488.00
24.	2502-8212034	SUBDRAIN, LONGITUDINAL, (SHOULDER) 4 IN. DIA.	LF	8516.0	\$7.50	\$63,870.00
25.	2502-8221305	SUBDRAIN OUTLET, DR-305	EACH	32	\$300.00	\$9,600.00
26.	2503-0200036	REMOVE STORM SEWER PIPE LESS THAN OR EQUAL TO 36 IN.	LF	88	\$25.00	\$2,200.00
27.	2507-3250005	ENGINEERING FABRIC	SY	108.0	\$4.00	\$432.00
28.	2507-6800061	REVTMENT, CLASS E	TON	64.000	\$65.00	\$4,160.00
29.	2510-6745850	REMOVAL OF PAVEMENT	SY	86.7	\$15.00	\$1,300.50
30.	2519-4200140	REMOVAL OF FENCE, FIELD	LF	1501.0	\$3.00	\$4,503.00
31.	2527-9263109	PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED	STA	158.90	\$20.00	\$3,178.00
32.	2528-2518000	SAFETY CLOSURE	EACH	3	\$200.00	\$600.00
33.	2528-8445110	TRAFFIC CONTROL	LS	1.00	\$7,000.00	\$7,000.00
34.	2533-4980005	MOBILIZATION	LS	1.00	\$37,750.00	\$37,750.00
35.	2601-2634100	MULCHING	ACRE	5.2	\$3,200.00	\$16,640.00
36.	2601-2636043	SEEDING AND FERTILIZING (RURAL)	ACRE	5.2	\$800.00	\$4,160.00
37.	2601-2640350	SPECIAL DITCH CONTROL, WOOD EXCELSIOR MAT	SQ	666.0	\$18.00	\$11,988.00
38.	2602-0000020	SILT FENCE	LF	982.0	\$2.20	\$2,160.40
39.	2602-0000071	REMOVAL OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS	LF	982.0	\$0.20	\$196.40
40.	2602-0000312	PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 12 IN. DIA.	LF	95.0	\$4.00	\$380.00
41.	2602-0000351	REMOVAL OF PERIMETER AND SLOPE OR DITCH CHECK SEDIMENT CONTROL DEVICE	LF	1895.000	\$0.30	\$568.50
42.	2602-0000362	DITCH CHECK SEDIMENT CONTROL DEVICE, 12 IN. DIA.	LF	1800.000	\$4.00	\$7,200.00
43.	2602-0010010	MOBILIZATIONS, EROSION CONTROL	EACH	3	\$750.00	\$2,250.00
44.	2602-0010020	MOBILIZATIONS, EMERGENCY EROSION CONTROL	EACH	1	\$1,000.00	\$1,000.00
Division Total						\$1,202,437.89
Contract Total						\$2,236,617.94

This project shall be tied with L-2022-(240TH)--73-78

DEVELOPMENTAL SPECIFICATION DS-23003 "INNOVATIVE CONTRACTING METHODS" IS BEING UTILIZED FOR FOR A BASE BID + ALTERNATIVE. THE BASE BID IS DUMFRIES AVENUE (DIVISION 1), THE ALTERNATIVE TO BE ADDED IS 240TH STREET (DIVISION 2).

STANDARD SPECIFICATIONS OF THE IDOT, SERIES 2023, AND CURRENT SUPPLEMENTAL SPECIFICATIONS SHALL APPLY.

The County, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

IOWA DOT CONTRACTOR'S PERFORMANCE BOND

Bond Number: 107996599

Contract I.D.: _____

County: Pottawattamie

KNOW ALL PERSONS BY THESE PRESENTS: That we, **Peterson Contractors, Inc.**

of **P.O. Box A Reinbeck, IA 50669**

(hereinafter called the Principal) and **Travelers Casualty and Surety Company of America**

of **One Tower Square Hartford, CT 06183**

(hereinafter called the Surety) are held and firmly bound unto the

Pottawattamie County

(Iowa DOT, County, or City name, etc.)

(hereinafter called the Contracting Authority) Iowa, in the sum of

Two Million Two Hundred Thirty-six Thousand Six Hundred Seventeen & 94/100 dollars

(\$ **2,236,617.94**),

lawful money of the United States, to the payment of which sum, well and truly to be made, we bind ourselves, our executors, administrators, successors, and assigns jointly and severally by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, THAT whereas the above bounden Principal did enter into a written contract with the Contracting Authority to perform

HMA Paving, Project Number: L-2022-(Dumfries)--73-78, Pottawattamie County, Iowa

Copy of which contract, together with all of its terms, covenants, conditions, and stipulations, is incorporated herein and made a part hereof as fully and completely as if said contract were recited at length; and whereas, the principal and sureties on this bond hereby agree to pay all persons, firms, or corporations having contracts directly with the principal or with subcontractors, all just claims due them for labor performed or materials furnished, in the performance of the contract on account of which this bond is given, when the same are not satisfied out of the portion of the contract price which the public corporation is required to retain until completion of the public improvements, but the principal and sureties shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law.

Now, if the principal shall in all respects fulfill his said contract according to the terms and tenor thereof, and shall satisfy all claims and demands incurred for the same, and shall fully indemnify and save harmless the Contracting Authority from all costs and damages which it may suffer by reason of failure to do so and shall fully reimburse and repay the Contracting Authority all outlays and expense which it may incur in making good any such default, then the obligation is to be void and of no effect: otherwise to remain in full force and effect. Every surety on this bond shall be deemed and held, any contract to the contrary notwithstanding, to consent without notice:

1. To any extension of time to the contractor in which to perform the contract.
2. That the bond shall remain in full force and effect until the contract is completed within the specified contract period, within an extension thereof, or within a period of time after the contract period has elapsed and the liquidated damage is being charged against the contractor.
3. To any change in the plans, specifications, or contract, when such change does not involve an increase of more than 20 percent of the total contract price, and shall then be released only as to such excess increase.
4. That no provision of this bond or of any other contract shall be valid which limits to less than five years from the completion of the contract the right to sue on this bond for defects in work quality or material not discovered or known to the Contracting Authority at the time such work is accepted.

This bond is to be considered a performance bond and secures the Contracting Authority the right to recover from the contractor on account of material or labor entered into the work or work performed not in accordance with the contract, specifications, or plans. The contractor does not by this obligation guarantee to maintain the work for five years.

IOWA DOT

CONTRACTOR'S PERFORMANCE BOND

Bond Number: 107996599

Contract I.D.: _____

County: Pottawattamie

IN WITNESS WHEREOF, we have hereunto set our hands and seals this _____ day of _____, _____.

Peterson Contractors, Inc.
By: [Signature] Principal
president Title

Travelers Casualty and Surety Company of America
By: [Signature] Surety
Anne Crowner, Attorney-in-Fact Title

Address: One Tower Square
Hartford, CT 06183

By: _____ Principal
_____ Title

By: _____ Surety
_____ Title

Address: _____

By: _____ Principal
_____ Title

By: _____ Surety
_____ Title

Address: _____

For contracts where a County Board of Supervisors is the Contracting Authority:

This bond approved by the Board of Supervisors of _____ County,
this _____ day of _____,

Signature Title

For contracts where neither the DOT nor a County Board of Supervisors is the Contracting Authority:

This bond approved by the _____
(Contracting Authority)
this _____ day of _____,

Signature Title

DISCLOSURE STATEMENT FOR CONTRACTOR'S PERFORMANCE BONDS

The information requested will be used by the Iowa Department of Transportation to determine if a contractor/vendor is bonded in accord with the requirements established by the contracting authority. This secures the IDOT and/or the State of Iowa the right to recover from the contractor/vendor if material or labor entered into the work performed is not in accord with the contract, specifications, or plans. Persons outside the Department may occasionally request this information. Failure to provide all required information will result in denial of the award of the contract.



**Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company**

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Anne Crowner** of **WAUKEE** **Iowa**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April**, **2021**.



State of Connecticut

City of Hartford ss.

By: 
Robert L. Raney, Senior Vice President

On this the **21st** day of **April**, **2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June**, **2026**




Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this _____ day of _____




Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.**

David Bayer/Chief Information
Officer, Information
Technology

**Discussion and/or decision to approve and authorize
Board Chairperson to sign agreement with vendor for
audit of county Voice/Data/Internet contracts.**

SpyGlass Snapshot Audit Agreement

This agreement, effective as of the later of the dates of signature below ("Effective Date"), is between **County of Pottawattamie** ("Company"), and The SpyGlass Group, LLC, an Ohio limited liability company ("Auditor").

1. Primary Audit Services. Company is engaging Auditor as an independent contractor to analyze its primary telecommunications service accounts (Voice, Data, Internet, Cloud Services and Mobility/Cellular) to seek cost recovery, service elimination and cost reduction recommendations. Company will provide Auditor with the materials required to perform its analysis and Auditor will conduct a Kickoff meeting with Company to review the materials provided and introduce Auditor's personnel assigned to the project. Auditor will deliver the recommendations to Company at a Summary of Findings meeting, implement recommendations that Company elects for Auditor to implement, and deliver a complete telecommunications inventory to Company. Upon completion of implementation, Auditor will conduct an Industry Benchmark Analysis ("IBA") Meeting to compare Company's spending and audit results against industry peers as well as all SpyGlass clients, officially bringing closure to the engagement.

While Auditor is performing its analysis, Company will not make changes or perform internal cost reduction analysis with respect to provider accounts which Company has included within the scope of Auditor's review.

2. Fees. Company will pay Auditor the applicable fee set forth below **ONLY** for Auditor recommendations implemented within twelve (12) months of Auditor delivering the recommendation to Company:

- 35% of any "Cost Recovery", as defined below
- 10 times any "Service Elimination Savings", as defined below
- 10 times any "Cost Reduction Savings", as defined below

"Cost Recovery" is any refund, credit or compensation received by Company relating to past services or charges.

"Service Elimination Savings" is any monthly cost reduction received by Company relating to cancellation of any service, including monthly usage cost reduction (calculated as the average of the last 2 months of usage costs associated with the cancelled service).

"Cost Reduction Savings" is any monthly cost reduction received by Company relating to the modification, consolidation or negotiation of any service, account or contract, including post discount usage rate improvement (calculated as the (a) decrease in post discount per unit pricing realized by Company for any service, times (b) the average of Company's last two (2) months usage levels measured in such units for the modified service).

3. Invoicing and Payment. Fees for Cost Recovery are due as a one-time payment within 30 days of verification that Company has been issued the refund, credit or compensation resulting in such fees. However, fees for Service Elimination Savings and Cost Reduction Savings are due in two (2) installments, the first of which is due within thirty (30) days after verification that the cancellation or other activity resulting in the Service Elimination Savings or Cost Reduction Savings has been completed, and the second of which is due within thirty (30) days after July 1, 2024. The amount of the first installment will be equal to the amount of Service Elimination Savings or Cost Reduction Savings, as applicable, that Company will realize after implementation through June 30, 2024. The amount of the second installment will be equal to the remainder of fees owed to Auditor as calculated under this Agreement. In no event will both installments together be greater than 10 times the Service Elimination Savings and Cost Reduction Savings as provided for in Section 2 hereof.

4. Confidential Information. Auditor shall keep confidential and shall not divulge to any other person or entity who is not a director, officer or employee of Company, during the term of this Agreement or thereafter, any of the business secrets or other confidential information regarding Company which information has been received or become known to Auditor in the course of its consulting services hereunder and which has not otherwise become public knowledge; provided, however, that nothing in this Agreement shall preclude Auditor from disclosing information (a) to parties retained to perform services for Company, or (b) as may be required by law. Company shall keep confidential and shall not divulge to any other person or entity who is not a director, officer or employee of Auditor, during the term of this Agreement or thereafter, any of the business secrets or other confidential information regarding Auditor which has not otherwise become public knowledge, including, without limitation, Auditor's consulting services pricing structure, method of performing such consulting services and any of the details of this Agreement; provided, however, that nothing in this Agreement shall preclude Company from disclosing information as may be required by law.

5. Miscellaneous. This agreement is governed by the laws of the State of Iowa, without regard to principles of conflicts of law, and may be executed by facsimile and simultaneously in multiple counterparts. Company agrees that Auditor does not warranty the overall performance, Company satisfaction, or data accuracy of any telecommunications related carrier, provider, software manufacturer or vendor at any time whatsoever during or after the term of this agreement. Each person signing this agreement on behalf of a party represents that he or she has been duly authorized to sign this agreement and to bind the party on whose behalf this agreement is being signed by that signatory. In the event of any litigation, proceeding or legal action arising out of or relating to this agreement, the prevailing party in such action shall be entitled to recover its reasonable attorneys' fees, court costs, and other expenses incurred in connection with such dispute or legal action, in addition to any other relief granted. **AUDITOR SHALL NOT BE LIABLE TO THE COMPANY FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL OR PUNITIVE DAMAGES, INCLUDING, WITHOUT LIMITATION, LOST PROFITS OR BUSINESS INTERRUPTION, WHETHER SUCH LIABILITY IS ASSERTED ON THE BASIS OF CONTRACT, TORT OR OTHERWISE, EVEN IF EITHER PARTY HAS BEEN WARNED OF THE POSSIBILITY OF ANY SUCH LOSS OR DAMAGE IN ADVANCE. IN ADDITION, IN NO EVENT SHALL AUDITOR'S LIABILITY TO COMPANY EXCEED THE FEES ACTUALLY PAID BY COMPANY TO AUDITOR.**

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the Effective Date.

COMPANY

County of Pottawattamie

Signature: _____

Print Name: _____

Date: _____

AUDITOR

The SpyGlass Group, LLC

Signature: _____

Print Name: Edward M. DeAngelo

Date: _____

Other Business

Kristen Bracker/Attorney and
Lea Voss/Treasurer

**Discussion and/or decision to abatement on Parcel No.
744402429008 located in Council Bluffs.**

Mitch Kay/Chief Financial **Officer**

**Discussion and/or decision to authorize the Chairperson
to sign the forgiveness portion of the small-town
forgivable note for Underwood.**

CITY OF UNDERWOOD

241 Third Street, PO Box 40, Underwood, IA 51576
Phone (712) 566-2373 Fax (712) 566-2083

February 28, 2024

Pottawattamie County Board of Supervisors
227 S 6th St
Council Bluffs, IA 51501

Re: Promissory Note Forgiveness Request for City of Underwood

Dear Pottawattamie County Board of Supervisors:

In accordance with the terms and conditions of the Forgivable Promissory Note Agreement entered into between the City of Underwood ("City") and Pottawattamie County, Iowa ("County"), dated April 11, 2023, the City hereby submits this Promissory Note Forgiveness Request for the entirety of the funds provided by the County of the Forgivable Promissory Note.

As required by Section A.2 of the Agreement, we confirm that:

The City has used the provided ARPA funds toward the completion of the project(s) set forth in Exhibit A of the Agreement.

The funds have been spent in full by February 29, 2024.

Enclosed is the satisfactory documentation demonstrating that the funds were directed to the projects listed in Exhibit A.

Based on the above, the City kindly requests that the entirety of the Forgivable Promissory Note be forgiven by the County within thirty (30) days upon receipt of this request.

Should the County determine that any additional information or clarification is needed, please notify the City within fifteen (15) days of receiving this request to allow us the opportunity to address any concerns or deficiencies.

Thank you for your continued support and cooperation in assisting the City to complete the project(s) that will benefit the citizens of Pottawattamie County.

Sincerely,

Cindy Sorlien

Cindy Sorlien
City Administrator/Clerk
City of Underwood

CITY OF UNDERWOOD CALIBER CONCRETE, LLC UNDERWOOD, IA 51576

CUSTOMER #

Invoice #

Reference

Amount

~~029179~~

51961.77

PAY APP#1-TRAIL PH1

PAY APP #1-TRAIL-PHASE 1

PAYMENT RECORD

CHECK DATE 10/11/23 # 29179

TOTAL: ***51,961.77

APPLICATION FOR PARTIAL PAYMENT NO.

1

PROJECT: RAILROAD HIGHWAY RECREATION TRAIL - PHASE I
OWNER: CITY OF UNDERWOOD
CONTRACTOR: CALIBER CONCRETE, LLC
309 Audubon Street
Adair, IA 50002

S&A PROJECT NO.: 123.0741.09

DATE: 10/6/2023

PAYMENT PERIOD: 9/26/23 thru 10/6/23

1. CONTRACT SUMMARY:

Original Contract Amount: \$290,983.04
Net Change by Change Order: \$2,750.00
Contract Amount to Date: \$293,733.04

3. CONTRACT PERIOD:

Original Contract Date: 8/8/2023
Late Start Date: 10/2/2023
Actual Start Date: 9/26/2023
Original Contract Time: 40 Working Days
Added by CO: 0 Working Days
Contract Time To Date: 40 Working Days
Time Used to Date: 8.5 Working Days
Contract Time Remaining 31.5 Working Days

2. WORK SUMMARY:

Total Work Performed to Date: \$54,696.60
Materials Stored on Site: _____
Total Work & Materials to Date: \$54,696.60
Retainage (5%): \$2,734.83
Total Earned Less Retainage: \$51,961.77
Less Previous Applications for Payment: \$0.00
AMOUNT DUE THIS APPLICATION: \$51,961.77

305-750-6499
✓ Done
10/10/2023

3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

(1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with Work covered by prior Applications for Payment; and

(2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment are free and clear of all liens, claims, security interests and encumbrances.

CALIBER CONCRETE, LLC
CONTRACTOR


By _____

DATE: 10/9/23

4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

SNYDER & ASSOCIATES, INC.
ENGINEER

By  Digitally signed by David E Sturm,
PE & PLS
Date: 2023.10.09 13:38:28-05'00'

DATE: October 9, 2023

5. OWNER'S APPROVAL:

CITY OF UNDERWOOD
OWNER

By 

DATE: October 10, 2023

6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK		
		PLAN QTY.	UNIT	UNIT COST	COST TOTAL	QTY. TO DATE	CO #	COST TOTAL
1.	Removals as Per Plan	1	LS	\$ 9,572.00	\$ 9,572.00	0.25		\$ 2,393.00
2.	Excavation, Class 10, Roadway and Borrow	280	CY	\$ 41.44	11,603.20	120		4,972.80
3.	Topsoil, Strip, Salvage and Spread	510	CY	\$ 12.00	6,120.00	210		2,520.00
4.	Salvage Granular Surfacing	1	LS	\$ 1,200.00	1,200.00	0		300.00
5.	Relocate Sign	9	EA	\$ 300.00	2,700.00			-
6.	Shoulder Finishing, Earth	30	STA	\$ 350.00	10,430.00			-
7.	Connect to Existing Storm Sewer	1	EA	\$ 500.00	500.00	1		500.00
8.	Salvage and Reinstall 24" RCP Apron	1	EA	\$ 1,500.00	1,500.00	1		1,500.00
9.	Storm Sewer, 24" RCP	14	LF	\$ 123.00	1,722.00	14		1,722.00
10.	Storm Sewer, 24" HDPE	340	LF	\$ 100.00	34,000.00			-
11.	Storm Sewer, 30" HDPE	18	LF	\$ 240.00	4,320.00			-
12.	Intake, 24" Nyloplast (or equal)	1	EA	\$ 1,500.00	1,500.00			-
13.	Intake, 30" Nyloplast (or equal)	3	EA	\$ 1,500.00	4,500.00			-
14.	Sidewalk, 5" PC Concrete	141	SF	\$ 8.00	1,128.00			-
15.	Driveway, 6" PC Concrete	44	SY	\$ 86.29	3,796.76			-
16.	Pavement, 7" PC Concrete	471	SY	\$ 92.72	43,671.12			-
17.	Recreational Trail, 6" PCC	1,700	SY	\$ 56.35	95,795.00	488		27,498.80
18.	Recreational Trail, 7" PCC	68	SY	\$ 92.72	6,304.96			-
19.	Special Compaction of Subgrade for Rec Trail	16	STA	\$ 350.00	5,670.00	4.40		1,540.00
20.	Detectable Warnings	242	SF	\$ 75.00	18,150.00			-
21.	Painted Pavement Markings	1	LS	\$ 3,000.00	3,000.00			-
22.	Seed, Fertilize and Mulch, Urban	0	AC	\$ 8,000.00	2,800.00			-
23.	Rolled Erosion Control Product	1,000	SY	\$ 2.00	2,000.00			-
24.	Traffic Control	1	LS	\$ 1,000.00	1,000.00	0.50		500.00
25.	Mobilization	1	LS	\$ 18,000.00	18,000.00	0.50		9,000.00
					TOTAL ORIGINAL CONTRACT = \$ 290,983.04	\$ 52,446.60		
CHANGE ORDER SUMMARY:								
1A	Silt Fence Installation	180	LF	12.50	2,250.00	180		2,250.00
1B	Removal of Silt Fence	1	LS	500.00	500.00			-
					TOTAL CHANGE ORDERS = \$ 2,750.00	\$ 2,250.00		
					TOTAL CONTRACT & CHANGE ORDERS \$293,733.04	\$ 54,696.60		

APPOST00 Wed Oct 11, 2023 1:37 PM
05.31.22 POSTING DATE: 10/11/2023

City of Underwood IA
ACCOUNTS PAYABLE POSTING JOURNAL
CALENDAR 10/2023, FISCAL 4/2024

OPER: CS
JRNL:4166

PAGE 1

INVOICE # LINE	DUE DATE	REFERENCE	NET	GL ACCOUNT #	GL ACCOUNT NAME	DIST ID

		413 CALIBER CONCRETE LLC				
PAY APP#1-TRAIL PH1 1	10/11/2023	PAY APP #1-TRAIL-PHASE 1	51,961.77	305-750-6499	OTHER CONTRACTUAL SERV	305
		INVOICE TOTAL	51,961.77			
		VENDOR TOTAL	51,961.77			
		GRAND TOTAL	51,961.77			

INVOICE	LN	DIST ID	DUE DATE	REFERENCE	PAID AMT	CHECK NO		

		413		CALIBER CONCRETE LLC				
PAY APP#1-TRAIL PH1	1	305	10/11/23	PAY APP #1-TRAIL-PHASE 1	51961.77	29179		
				** VENDOR TOTAL **	51961.77	51961.77	.00	51961.77
				** PRINTD CHK TOTAL **				51961.77
				** GRAND TOTAL **	51961.77	51961.77	.00	51961.77

GL ACCOUNT NUMBER	GL ACCOUNT NAME	DEBITS	CREDITS	NET
305-000-1110	CASH-AMERICAN RESCUE PLAN ARPA		51961.77	
305-750-6499	OTHER CONTRACTUAL SERV	51961.77		
	GENERAL LEDGER TOTALS	=====	=====	
		51961.77	51961.77	

ACCOUNT NUMBER	ACCOUNT TITLE	DEBITS	CREDITS	NET
305-000-1110	CASH-AMERICAN RESCUE PLAN ARPA	.00	51,961.77	51,961.77-
305-750-6499	OTHER CONTRACTUAL SERV	51,961.77	.00	51,961.77
TRANSACTION TOTALS		51,961.77	51,961.77	.00
FUND	NAME	DEBITS	CREDITS	
305	AMERICAN RESCUE PLAN FUND	51,961.77	51,961.77	
TOTALS		51,961.77	51,961.77	

Invoice #

Reference

Amount

~~029228~~

CHANGE ORDER #2

MANHOLE ADJUSTMENT/SHOULDER RK

.5771.33

PARTIAL PMT #2

RECREATION TRAIL-PHASE 1

223803.63

PAYMENT RECORD

CHECK DATE 11/14/23 # 29228

TOTAL: **229,574.96

Change Order No. 2

Project: RAILROAD HIGHWAY RECREATION TRAIL - PHASE I

Owner: CITY OF UNDERWOOD
 241 3rd Street, PO Box 40
 Underwood, IA 51576

Contractor: CALIBER CONCRETE, LLC
 309 Audubon Street
 Adair, IA 50002

Project#: 123.0741.09
Date: 11/9/2023

You are hereby recommended to make the following changes from the approved plans and specifications:

1. Description of Changes to be made:

#	Action	Quantity	Unit	Bid Item Description
A.	Add	1	EA	Manhole Adjustment
B.	Add	70	TN	Gravel Shouldering

2. Reason for Change:

- A. Covered Manhole was discovered buried in road ditch between 3rd and 4th.
- B. Revamping shoulder rock

3. Settlement for the cost of making changes shall be as follows:


Description	Quantity	Unit	Unit Price	Total
A. Manhole Adjustment	1	EA	1385.13	1,385.13
B. Shoulder Rock	70	TON	\$ 62.66	4,386.20
TOTAL				\$5,771.33

4. This change will result in an addition of time to the contract completion date and a net increase in the cost of the project of:

	Contract Amount	Contract Completion Date
Approved funds and contract completion date as per C.O. 1	\$293,733.04	Working Days
Change due to this C.O. (+/-)	\$5,771.33	Working Days
Totals including this C.O.	\$299,504.37	Working Days


The change described herein is understood, and terms of settlement are hereby agreed to:

CALIBER CONCRETE, LLC
 Contractor

By: 

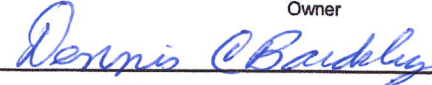
Date: 11-13-23

SNYDER & ASSOCIATES, INC.
 Engineer

By: 
 Digitally signed by David E Sturm, PE & PLS
 Date: 2023.11.13 20:43:02 -06'00'

Date: November 13, 2013

CITY OF UNDERWOOD
 Owner

By: 

Date: November 14, 2023

305-750-6499

✓CS
 11/14/23

APPLICATION FOR PARTIAL PAYMENT NO.

2

PROJECT: RAILROAD HIGHWAY RECREATION TRAIL - PHASE I
OWNER: CITY OF UNDERWOOD
CONTRACTOR: CALIBER CONCRETE, LLC
309 Audubon Street
Adair, IA 50002
DATE: 11/6/2023

S&A PROJECT NO.: 123.0741.09

PAYMENT PERIOD: 10/6/23 thru 11/6/23

1. CONTRACT SUMMARY:

Original Contract Amount: \$290,983.04
Net Change by Change Order: \$2,750.00
Contract Amount to Date: \$293,733.04

2. WORK SUMMARY:

Total Work Performed to Date: \$290,279.37
Materials Stored on Site: _____
Total Work & Materials to Date: \$290,279.37
Retainage (5%): \$14,513.97
Total Earned Less Retainage: \$275,765.40
Less Previous Applications for Payment: \$51,961.77
AMOUNT DUE THIS APPLICATION: \$223,803.63

3. CONTRACT PERIOD:

Original Contract Date: 8/8/2023
Late Start Date: 10/2/2023
Actual Start Date: 9/26/2023
Original Contract Time: 40 Working Days
Added by CO: 0 Working Days
Contract Time To Date: 40 Working Days
Time Used to Date: 24.5 Working Days
Contract Time Remaining 15.5 Working Days

3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

- (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with Work covered by prior Applications for Payment; and
- (2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment are free and clear of all liens, claims, security interests and encumbrances.

CALIBER CONCRETE, LLC
CONTRACTOR

By Melvin D. Contelle

DATE: 11-13-2023

4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

SNYDER & ASSOCIATES, INC.
ENGINEER

By David E. Sturm Digitally signed by David E Sturm, PE & PLS
Date: 2023.11.13 20:45:25 -06'00'

DATE: November 13, 2023

5. OWNER'S APPROVAL:

CITY OF UNDERWOOD
OWNER

By Dennis C. Burdley

DATE: November 14, 2023

305-750-6499
JCS 11/14/23

6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK		
		PLAN QTY.	UNIT	UNIT COST	COST TOTAL	QTY. TO DATE	CO #	COST TOTAL
1.	Removals as Per Plan	1	LS	\$ 9,572.00	\$ 9,572.00	1.00		\$ 9,572.00
2.	Excavation, Class 10, Roadway and Borrow	280	CY	\$ 41.44	11,603.20	280		11,603.20
3.	Topsoll, Strip, Salvage and Spread	510	CY	\$ 12.00	6,120.00	510		6,120.00
4.	Salvage Granular Surfacing	1	LS	\$ 1,200.00	1,200.00	1		1,200.00
5.	Relocate Sign	9	EA	\$ 300.00	2,700.00	9		2,700.00
6.	Shoulder Finishing, Earth	30	STA	\$ 350.00	10,430.00	30		10,500.00
7.	Connect to Existing Storm Sewer	1	EA	\$ 500.00	500.00	1		500.00
8.	Salvage and Reinstall 24" RCP Apron	1	EA	\$ 1,500.00	1,500.00	1		1,500.00
9.	Storm Sewer, 24" RCP	14	LF	\$ 123.00	1,722.00	14		1,722.00
10.	Storm Sewer, 24" HDPE	340	LF	\$ 100.00	34,000.00	340		34,000.00
11.	Storm Sewer, 30" HDPE	18	LF	\$ 240.00	4,320.00	18		4,320.00
12.	Intake, 24" Nyloplast (or equal)	1	EA	\$ 1,500.00	1,500.00	1		1,500.00
13.	Intake, 30" Nyloplast (or equal)	3	EA	\$ 1,500.00	4,500.00	3		4,500.00
14.	Sidewalk, 5" PC Concrete	141	SF	\$ 8.00	1,128.00	166		1,328.00
15.	Driveway, 6" PC Concrete	44	SY	\$ 86.29	3,796.76	44		3,796.76
16.	Pavement, 7" PC Concrete	471	SY	\$ 92.72	43,671.12	471		43,671.12
17.	Recreational Trall, 6" PCC	1,700	SY	\$ 56.35	95,795.00	1,700		95,795.00
18.	Recreational Trall, 7" PCC	68	SY	\$ 92.72	6,304.96	68		6,304.96
19.	Special Compaction of Subgrade for Rec Trall	16	STA	\$ 350.00	5,670.00	8.50		2,975.00
20.	Detectable Warnings	242	SF	\$ 75.00	18,150.00	262		19,650.00
21.	Painted Pavement Markings	1	LS	\$ 3,000.00	3,000.00			-
22.	Seed, Fertilize and Mulch, Urban	0.35	AC	\$ 8,000.00	2,800.00			-
23.	Rolled Erosion Control Product	1,000	SY	\$ 2.00	2,000.00			-
24.	Traffic Control	1	LS	\$ 1,000.00	1,000.00	1.00		1,000.00
25.	Mobilization	1	LS	\$ 18,000.00	18,000.00	1.00		18,000.00
TOTAL ORIGINAL CONTRACT =					\$ 290,983.04	\$ 282,268.04		
CHANGE ORDER SUMMARY:								
1A	Silt Fence Installation	180	LF	12.50	2,250.00	180		2,250.00
1B	Removal of Silt Fence	1	LS	500.00	500.00			
2A	Manhole Adjustment	1	LS	1,385.13	1,385.13	1		1,385.13
2B	Shoulder Rock	70	TN	62.66	4,386.20	70		4,386.20
TOTAL CHANGE ORDERS =					\$ 8,521.33	\$ 8,021.33		
TOTAL CONTRACT & CHANGE ORDERS					\$299,504.37	\$ 290,279.37		

INVOICE # LINE	DUE DATE	REFERENCE	NET	GL ACCOUNT #	GL ACCOUNT NAME	DIST ID

		413 CALIBER CONCRETE LLC				
CHANGE ORDER #2 1	11/14/2023	MANHOLE ADJUSTMENT/SHOULDER RK INVOICE TOTAL	5,771.33 5,771.33	305-750-6499	OTHER CONTRACTUAL SERV	305
PARTIAL PMT #2 1	11/14/2023	RECREATION TRAIL-PHASE 1 CONSTRUCTION COSTS INVOICE TOTAL	223,803.63 223,803.63	305-750-6499	OTHER CONTRACTUAL SERV	305
		VENDOR TOTAL	229,574.96			
		GRAND TOTAL	229,574.96			

INVOICE	LN	DIST ID	DUE DATE	REFERENCE	PAID AMT	CHECK NO		
		413		CALIBER CONCRETE LLC				
CHANGE ORDER #2	1	305	11/14/23	MANHOLE ADJUSTMENT/SHOUL	5771.33	29228		
PARTIAL PMT #2	1	305	11/14/23	RECREATION TRAIL-PHASE 1 CONSTRUCTION COSTS	223803.63	29228		
				** VENDOR TOTAL **	229574.96	229574.96	.00	229574.96
				** PRINTD CHK TOTAL **				229574.96
				** GRAND TOTAL **	229574.96	229574.96	.00	229574.96

GL ACCOUNT NUMBER	GL ACCOUNT NAME	DEBITS	CREDITS	NET
305-000-1110	CASH-AMERICAN RESCUE PLAN ARPA		5771.33	
305-750-6499	OTHER CONTRACTUAL SERV	5771.33		
305-000-1110	CASH-AMERICAN RESCUE PLAN ARPA		223803.63	
305-750-6499	OTHER CONTRACTUAL SERV	223803.63		
	GENERAL LEDGER TOTALS	229574.96	229574.96	

ACCOUNT NUMBER	ACCOUNT TITLE	DEBITS	CREDITS	NET
305-000-1110	CASH-AMERICAN RESCUE PLAN ARPA	.00	229,574.96	229,574.96-
305-750-6499	OTHER CONTRACTUAL SERV	229,574.96	.00	229,574.96
TRANSACTION TOTALS		229,574.96	229,574.96	.00
FUND	NAME	DEBITS	CREDITS	
305	AMERICAN RESCUE PLAN FUND	229,574.96	229,574.96	
TOTALS		229,574.96	229,574.96	

Jana Lemrick/Director, Human **Resources**

**Discussion and/or decision on renewal of
County Employee's FY 24/25 Health Insurance.**

Committee Appointments

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

Received/Filed



Andrew D. Moats
Pottawattamie County Recorder
227 South 6th Street
Council Bluffs, IA 51501

Recorder County Fees - February 2024

Amount	Account #	Account Name
\$ 2,712.00	0001-1-07-8110-413000-000	Vital Records
\$ 898.00	0024-1-07-8110-400001-000	RMA
\$ 673.00	0001-1-07-8110-409000-000	ELSI
\$ 10,149.53	0001-1-07-8110-404000-000	Transfer Tax
\$ 20,080.00	0001-1-07-8110-400000-000	Office Fees
\$ 1,505.00	0001-1-07-8110-410000-000	Auditor Fees
\$ 76.00	0001-1-07-8110-402000-000	Boat Writing Fees
\$ 10.00	0001-1-07-8110-402000-000	Boat Liens
\$ 11,044.05	0001-1-07-8110-414000-000	Passports
\$ 50.00	0001-1-07-8110-415000-000	DNR Postage
\$ 2,650.00	0001-1-07-8110-407000-000	ATV Road Pass
\$ 2.50	0001-1-07-8110-417000-000	Hunting/Fishing License
\$ -	0001-1-07-8110-501000-000	Plat Books & Postage
\$ 49,850.08	Total	

MR # 047851	Check # 5331	Checks Prepared by Kathie Kallas <i>KK</i>
-------------	--------------	--

Fee Book (02/01/2024 - 02/29/2024)

Criteria: {FMXFUS01_RPT_POTT.TndrDate} >= #02/01/2024# AND {FMXFUS01_RPT_POTT.TndrDate} <= #02/29/2024#

	Count	Total Fund Amount
Recording Fees		
RMA	892	\$898.00
E-Commerce	892	\$898.00
Audit	274	\$1,505.00
Recording	892	\$19,720.00
County Transfer Tax	127	\$10,149.53
State Transfer Tax	127	\$48,688.87
Photo Copies	22	\$360.00
Total For Recording Fees	3226	\$82,219.40
Other Fees		
COUNTY PASSPORT POSTAGE FUND	47	\$11,044.05
Total For Other Fees	47	\$11,044.05
Boats		
Boat Writing	12	\$76.00
Boat State	11	\$486.45
Boat Title County	8	\$70.00
Boat Title State	8	\$91.00
Boat Liens State	2	\$13.00
Use Tax	13	\$11,729.86
Boat Lien County	2	\$10.00
Road Pass	19	\$2,650.00
DNR Postage	12	\$50.00
Total For Boats	87	\$15,176.31
Hunt and Fish		
Hunt Fish County	2	\$2.50
Hunt Fish State	2	\$40.50
Total For Hunt and Fish	4	\$43.00
ELSI		
ELSI Couny	35	\$673.00
ELSI State	19	\$2,816.00
Total For ELSI	54	\$3,489.00
Vitals		
Cert Copy County	55	\$2,596.00
Cert Copy State	55	\$7,139.00
Marriage County	29	\$116.00
Marriage State	29	\$899.00
Total For Vitals	168	\$10,750.00
Collected Total:		\$122,721.76
Charged Total:		\$63.00
Grand Total:		\$122,784.76

Office of **Nº 047804**
Pottawattamie County Treasurer

3/5/24 for January 2024
 Date

Received from Pottawattamie county
Sheriffs office

Payor Pottawattamie county Sheriffs
office

Amount Thirty Nine Thousand Nine Hundred
Seventy Two Dollars & ¹⁷/₁₀₀ \$ 39,972.17

Account to be credited See below

Descriptions of funds See below

Received by PA

Date received 3/5/24 OK

January 1, 2024		
Pottawattamie County Sheriffs Office		
Total	Description	Line Item
\$0.00	Bank Interest	0001-4-05-1060-600000-000
\$3,150.00	Weapon Permits	0001-1-05-1060-441000-000
\$36,822.17	Civil Fees	0001-1-05-1060-440000-000
\$0.00	Outstanding Checks	0001-1-05-1060-820000-000
\$39,972.17	Total Deposit	
	\$17,425.78	total check #223962
	\$22,546.39	total check #223963
	\$39,972.17	total deposit

Pottawattamie County Sheriff's Office

Report of Fees Disbursed for

01/01/2024 - 01/31/2024

I Andy Brown, Sheriff of Pottawattamie County IA., do hereby certify that the following is a correct statement of fees disbursed by me from my office for the period 01/01/2024 - 01/31/2024.

Disbursements:

Paid to Others:

State - Weapon Permit Amount 690.00

Refunds; Publication; Sales; Com 336,025.39

Subtotal 336,715.39

Paid to Treasurer:

Service Fees - Notary Fees; Copy Fees 30,544.87

Postage 2,926.17

Transport - Officer Expenses 671.65

Mileage Amount 2,209.48

Report Amount 260.00

County - Weapon Permit Amount 3,150.00

Other - Subpoena 210.00

Subtotal 39,972.17

Total 376,687.56

The above information is respectfully submitted on 2/23/2024



Andy Brown
Pottawattamie County, IA

Pottawattamie County Sheriff's Office

Report of Fees Collected for

01/01/2024 - 01/31/2024

I Andy Brown, Sheriff of Pottawattamie County IA., do hereby certify that the following is a correct statement of fees collected by me in my office for the period 01/01/2024 - 01/31/2024.

Receipts:

Service Fees - Notary Fees; Copy Fees	27,826.34
Postage	2,488.74
Transport - Officer Expenses	671.65
Mileage Amount	2,297.48
Report Amount	190.00
County - Weapon Permit Amount	2,730.00
State - Weapon Permit Amount	645.00
Refunds; Publication; Sales; Com	264,179.43
Other - Subpoena	210.00
Unapplied	-14.00
Total	<hr/> 301,224.64

The above information is respectfully submitted on 2/23/2024



Andy Brown
Pottawattamie County, IA

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

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

TRAVEL INFORMATION

Name of Employee Traveling: Sgt. Jim Doty

Department: Sheriff's Office

Destination: Wisconsin Dells, WI

Date of Travel: FROM: 04-24-24 TO: 04-26-24

Name of Elected Official/Department Head Authorizing Travel: Sheriff Brown

PURPOSE OF TRIP

1. Conference Travel

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

2 Non-Conference Travel

State Purpose: _____

Conference Name (Please give complete name) Wisconsin Association of Homicide Investigators

<u>Expense</u>			<u>Cost Estimate</u>
Transportation	Mileage <input type="checkbox"/>	Airfare <input checked="" type="checkbox"/>	\$ 0.00
Lodging			\$ 0.00
Meals: Breakfast	Included <input checked="" type="checkbox"/>	Not Included <input type="checkbox"/>	
Lunch	Included <input checked="" type="checkbox"/>	Not Included <input type="checkbox"/>	
Dinner	Included <input type="checkbox"/>	Not Included <input checked="" type="checkbox"/>	\$ 100.00
Conf./Seminar Fee			\$ 0.00
Other:			
Total Estimated Cost			\$ 100.00

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

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

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

TRAVEL INFORMATION

Name of Employee Traveling: Anthony Kava

Department: Sheriff's Office

Destination: Wisconsin Dells, WI

Date of Travel: FROM: 04-24-24 TO: 04-26-24

Name of Elected Official/Department Head Authorizing Travel: Sheriff Brown

PURPOSE OF TRIP

1. Conference Travel

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

2 Non-Conference Travel

State Purpose: _____

Conference Name (Please give complete name) Wisconsin Association of Homicide Investigators

<u>Expense</u>			<u>Cost Estimate</u>
Transportation	Mileage <input type="checkbox"/>	Airfare <input checked="" type="checkbox"/>	\$ 0.00
Lodging			\$ 0.00
Meals: Breakfast	Included <input checked="" type="checkbox"/>	Not Included <input type="checkbox"/>	
Lunch	Included <input checked="" type="checkbox"/>	Not Included <input type="checkbox"/>	
Dinner	Included <input type="checkbox"/>	Not Included <input checked="" type="checkbox"/>	\$ 100.00
Conf./Seminar Fee			\$ 0.00
Other:			
Total Estimated Cost			\$ 100.00

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

Public Comments

Closed Session

BUDGET STUDY SESSIONS