Instructions for the Certificate of Mailing of Notices
IMPORTANT

All three of the following documents must be signed, dated and MAILED to the taxing entities and attached to the Certificate of Mailing of Notices that should be immediately returned to our office:

1) The single page entitled "Notice of a Consultation" AND
2) The 2 page document entitled "Notice of Public Hearing" AND
3) The entire resolution with the Plan attached. (The Notice of a Consultation and the Notice of Public Hearing will be repeated in this document, but you will need to **mail** all three of the documents to the affected taxing entities.)

Make sure to address the envelopes to the County and the public school district(s) in the Urban Renewal Area as follows:

"Board of Supervisors of Pottawattamie County, c/o County Auditor"; and

"Council Bluffs Community School District, c/o President or Secretary of the Board of Directors."

Note: If we don't receive this Certificate (with attachments) back ASAP after it is mailed, we will not be able to determine that the appropriate notices have been sent to start the Plan process.

CERTIFICATE OF MAILING OF NOTICES OF
CONSULTATION AND HEARING

I, the undersigned, City Clerk of the City of Council Bluffs, State of Iowa, do hereby certify that on the _____ day of _____, 2021, I caused there to be deposited and mailed in the United States mail at Council Bluffs, Iowa, properly stamped and addressed, a copy of the following-described notices, each in the form attached hereto, to each school district, county or city, as applicable, which levied or certified for levy a property tax on any portion of the taxable property located within the proposed Arbor Creek Urban Renewal Area in the fiscal year beginning prior to the calendar year in which the Plan was submitted to the City Council for approval:

1) NOTICE OF A CONSULTATION TO BE HELD BETWEEN THE CITY OF COUNCIL BLUFFS, STATE OF IOWA, AND ALL AFFECTED TAXING ENTITIES CONCERNING THE PROPOSED ARBOR CREEK URBAN RENEWAL PLAN FOR THE CITY OF COUNCIL BLUFFS, STATE OF IOWA; AND

2) NOTICE OF PUBLIC HEARING TO CONSIDER APPROVAL OF A PROPOSED ARBOR CREEK URBAN RENEWAL PLAN FOR A PROPOSED URBAN RENEWAL AREA IN THE CITY OF COUNCIL BLUFFS, STATE OF IOWA.

3) RESOLUTION SETTING DATES FOR CONSULTATION AND PUBLIC HEARING WITH PLAN ATTACHED AS EXHIBIT 1.

The affected taxing entities and their mailing addresses are as follows:

Council Bluffs Community School District	Board of Supervisors of Pottawattamie County
c/o Secretary or Board President	c/o Pottawattamie County Auditor
(Insert address)	(Insert address)

Note: Community College is not an "affected taxing entity" as of 7/1/2012.

Note: The City has confirmed that the above school(s) and county(ies) are the only entities within the entire urban renewal area. If this is not correct, the notices and resolution must be sent to **all** schools and counties within the **entire** urban renewal area.

WITNESS my hand and the seal of the City at Council Bluffs, Iowa, this _____ day of _____, 2021.

_____
City Clerk, City of Council Bluffs, State of Iowa

(SEAL)

Attach copies of the items listed above, that were mailed to this Certificate and send the Certificate and attachments to Ahlers & Cooney, P.C.

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