

Mark Eckman - CVB Proposed Budget

Pottawattamie County Urban Renewal Request - Justin Schultz

Fairmount Park Concept Plan Review - Vincent Martorello

Pavilion Water Feature Repair Update - Vincent Martorello

ATV Ordinance - Graham Jura

Review Agenda

EXECUTIVE SESSION AGENDA



City Council Meeting Minutes December 14, 2020

REVISED: 12/10/2020 at 2:00 p.m. to add item 6J, Resolution 20-302

CALL TO ORDER

Meeting was held electronically with Zoom meetings pursuant to administrative action taken by City Council on March 23, 2020 regarding the Covid-19 pandemic.

Mayor Matthew Walsh called the meeting to order at 7:00 p.m. on Monday December 14, 2020.

Council Members present: Joe Disalvo, Chad Hannan, Melissa Head, Roger Sandau and Mike Wolf.

Staff Present: Matthew Mardesen, Richard Wade and Jodi Quakenbush

To participate in the meeting please join our zoom meeting. You can join via phone, computer or both. You MUST enter your first and last name to be admitted into the meeting

<https://zoom.us/j/6588922517>

Meeting ID: 658 892 2517

888 475 4499 US Toll-free or 877 853 5257 US Toll-free

CONSENT AGENDA

Approval of Agenda and tape recordings of these proceedings to be incorporated into the official minutes.

Reading, correction and approval of the November 23, 2020 City Council Meeting Minutes.

Resolution 20-284

Resolution setting a public hearing for January 11, 2021 at 7:00 p.m., on the plans, specifications, form of contract, and cost estimate for the Central Fire Station - Fire Sprinkler System Installation. Project #BM21-03

Resolution 20-285

Resolution of intent to dispose of and setting a Public Hearing for January 11, 2021 at 7:00 p.m. for City property described as Lot 4, Block 11, Hyatt's Subdivision. Location: 716 S 7th St. OTB-20-017

Resolution 20-286

Resolution of intent to dispose of and setting a Public Hearing for January 11, 2021 at 7:00 p.m. for City property described as Lot 4, Block 11, Hyatt's Subdivision. Location: 716 S 7th St. OTB-20-018

Resolution 20-287

Resolution of intent to dispose of and setting a Public Hearing for January 11, 2021 at 7:00 p.m. for City property described as the Northerly 50 feet of Lot 4, Block 3, Hall's Addition. Location: 517 North 8th Street. OTB-20-019

Resolution 20-288

Resolution setting a public hearing for 7:00 p.m. on January 11, 2021, for Levee Certification Project, Geotechnical MR_3 and MR_4. Project # PW21-06C

Resolution 20-300

Resolution setting a Public Hearing for January 11, 2020 at 7:00 p.m. on the final plans and specs in connection with the 1st Avenue Multi-Use Trail.

Annual Financial Report

Water Works Adopted Budget (R&F)

Claims

Roger Sandau and Melissa Head moved and seconded approval of Consent Agenda. Unanimous, 5-0 vote.

PUBLIC HEARINGS

Ordinance 6433

Ordinance to amend the zoning map as adopted by reference in section 15.02.070 by designating the property legally described as Lots J, K, L and M, Auditor's Subdivision, of Block 6, Mynster's Addition, and Block 2, Bayliss 1st Addition as a local historic landmark. Location: 530 West Broadway. HP-20-005

Heard from: Patricia Murphy, 333 Willow Avenue, Sheryl Garst, 128 S. Main Street, Ken Freudenburg, 510 Oakland Avenue.

Chad Hannan and Joe Disalvo moved and seconded approval of Second Consideration of Ordinance 6433. Unanimous, 5-0 vote.

Chad Hannan and Roger Sandau moved and seconded approval of Motion to waive Third Consideration of Ordinance 6433. Ordinance passes to law. Unanimous, 5-0 vote.

Ordinance 6434

Ordinance to amend Chapter 15.26 "Nonconformities" of the Zoning Ordinance by amending Section 15.26.030 "Nonconforming Uses." ZT-20-005

Roger Sandau and Melissa Head moved and seconded approval of Second Consideration of Ordinance 6434. Unanimous, 5-0 vote.

Roger Sandau and Melissa Head moved and seconded approval of Motion to waive Third Consideration of Ordinance 6433. Ordinance passes to law. Unanimous, 5-0 vote.

Ordinance 6435

Ordinance to amend the zoning map as adopted by reference in Section 15.02.070 by rezoning property legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, except East Kaneshville Boulevard right-of-way, from R-3/Low Density Multifamily Residential District to A-P/Administrative-Professional District as defined in Chapter 15.13. Location: West of 235 Harmony Street. ZC-20-012

Received letters from Debbie Foote and Mary Lou McGinn.

Heard from: (For Items 4C, & 4D) Dick Miller, 1611 Madison Avenue, Debra Danielson, 332 Willow Avenue, Susan Seamands, 360 Oakland Avenue, Amanda Scott, 228 Harmony Street, Lynda Emge, 244 Harmony Street, Chris Tointon, 235 Harmony Street, Steve Wild, 705 North 16th Street, Bob Hedrick, 1308 Jackson Street, Omaha, Anthony Beraldi, 238 Harmony Street, Leo McIntosh, 235 Harmony Street, Deb Peterson, 215 S. Main Street, Ken Freudenburg, 510 Oakland Avenue, Patricia Murphy, 333 Willow Avenue, Phil Taylor, 1313 Berwick Drive.

Roger Sandau and Joe Disalvo moved and seconded approval of Second Consideration of Ordinance 6435. Voice Vote, 1-3 vote.

(Nays: Hannan, Sandau, Wolf)

(Abstain: Head)

Resolutions 20-289 and 20-290

Resolution 20-289 to amend the *Bluffs Tomorrow: 2030 Plan (Comprehensive Plan)*, specifically by reclassifying properties legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, except East Kaneshville Boulevard right-of-way, from Low Density Residential to Local Commercial. Location: West of 235 Harmony Street. CP-20-002

Resolution 20-290 to vacate and dispose of Baughn Street right-of-way lying between Harmony Street and East Kaneshville Boulevard. Location: West of 235 Harmony Street. SAV-20-004

Chad Hannan and Mike Wolf moved and seconded approval of Motion to Deny Resolution 20-289. Voice Vote, 4-0 vote.
(Abstain: Head)

Mike Wolf and Chad Hannan moved and seconded approval of Motion to Deny Resolution 20-290. Voice Vote, 4-0 vote.
(Abstain: Head)

Resolution 20-291

Resolution approving the plans and specifications for the West Broadway Reconstruction, Segment 5. Project # PW21-20

Roger Sandau and Chad Hannan moved and seconded approval of Resolution 20-291. Unanimous, 5-0 vote.

ORDINANCES ON 2ND READING

Ordinance 6436

Ordinance adopting the 2020 Municipal Code of Council Bluffs, Iowa.

Melissa Head and Roger Sandau moved and seconded approval of Second Consideration of Ordinance 6436. Unanimous, 5-0 vote.

Roger Sandau and Chad Hannan moved and seconded approval of Motion to waive Third Consideration of Ordinance 6436. Ordinance passes to law. Unanimous, 5-0 vote.

Ordinance 6437

Ordinance to amend Chapter 4.20 "Animal Control" of the Municipal Code, by amending Section 4.20.020 "Definitions-Animal Control."

Melissa Head and Roger Sandau moved and seconded approval of Second Consideration of Ordinance 6437. Unanimous, 5-0 vote.

Roger Sandau and Chad Hannan moved and seconded approval of Motion to waive Third Consideration of Ordinance 6437. Ordinance passes to law. Unanimous, 5-0 vote.

RESOLUTIONS

Resolution 20-292

Resolution accepting the bid of Rife Construction Inc. (Lassek) in the amount of \$63,945.00 for the Central Fire Station ADA Improvement Project. Project #BM21-04

Melissa Head and Chad Hannan moved and seconded approval of Resolution 20-292. Unanimous, 5-0 vote.

Resolution 20-293

Resolution authorizing the Mayor to execute Amendment Number 1 to Iowa Department of Natural Resources Contract No. 20CRDLWBMBALM-0008 in connection with Lake Manawa Dredging.

Melissa Head and Mike Wolf moved and seconded approval of Resolution 20-293. Unanimous, 5-0 vote.

Resolution 20-294

Resolution authorizing the mayor to execute an agreement with Ehrhart Griffin & Associates for engineering services in connection with the East Manawa Sewer Rehab, Phase X. Project # PW22-09

Chad Hannan and Roger Sandau moved and seconded approval of Resolution 20-294. Unanimous, 5-0 vote.

Resolution 20-295

Resolution authorizing the mayor to execute an agreement with Snyder & Associates, Inc. for engineering services in connection with the South 1st Street Neighborhood Rehab, Phase XII. Project # PW22-12

Melissa Head and Mike Wolf moved and seconded approval of Resolution 20-295. Unanimous, 5-0 vote.

Resolution 20-296

Resolution authorizing the use of eminent domain in connection with West Broadway Reconstruction, Segment 5. Project #PW21-20

Chad Hannan and Mike Wolf moved and seconded approval of Resolution 20-296. Unanimous, 5-0 vote.

Resolution 20-297

Resolution amended Chapter 2.08 "Schedule of Fees" of the Municipal Code of the City of Council Bluffs, by amended the Council Bluffs Parks and Recreation Fees.

Melissa Head and Joe Disalvo moved and seconded approval of Resolution 20-297. Unanimous, 5-0 vote.

Resolution 20-298

Resolution authorizing the Mayor to accept and execute a contract with Impact 7G for consultant services for the U.S. Environmental Protection Agency Brownfields Hazardous Substance Assessment Grant for the South Expressway corridor area.

Roger Sandau and Chad Hannan moved and seconded approval of Resolution 20-298. Unanimous, 5-0 vote.

Resolution 20-299

Resolution abolishing one Records Technician II position and adding one Records Technician I position in the Police Department.

Chad Hannan and Joe Disalvo moved and seconded approval of Resolution 20-299. Unanimous, 5-0 vote.

Resolution 20-301

Resolution approving SilverStone Group as the professional services provider for the City of Council Bluffs' Insurance Broker.

Heard from: John Marshall, 9926 Fieldcrest, Omaha, Kirk Madsen, 2616 Avenue J, Jeff Brehmer, 25 Scarlet Oaks Rd, Kasi Koehler, 11520 NW Beaver Drive, Granger, IA

Melissa Head and Mike Wolf moved and seconded approval of Resolution 20-301, as amended for 1 year. Failed, 2-2 vote.

(Nays: Hannan, Sandau)

(Abstain: Disalvo)

Roger Sandau and Chad Hannan moved and seconded approval of Motion to appoint Smith Davis as the City's Insurance Broker for one year. Failed, 2-2 vote.

(Nays: Head, Wolf)

(Abstain: Disalvo)

Roger Sandau and Chad Hannan moved and seconded approval of Motion to Postpone to Friday December 18, 2020 at 8:00 a.m. via zoom. Voice Vote, 4-0 vote.

(Abstain: Disalvo)

Resolution 20-302

Resolution confirming the appointment of Stacie Jensen as Director of Human Resources.

Melissa Head and Joe Disalvo moved and seconded approval of Resolution 20-302. Unanimous, 5-0 vote.

APPLICATIONS FOR PERMITS AND CANCELLATIONS

Liquor Licenses

1. Bucky's Express #16, 15 N 16th Street (New)
2. Bucky's Express #17, 1759 Madison Ave (New)
3. Bucky's Express #22, 3434 Nebraska Ave (New)
4. Bucky's Express #27, 2711 S 24th Street (New)
5. Bucky's Express #34, 3501 W Broadway (New)
6. Speedy Gas N Shop, 430 S 35th Street, Ste 1
7. Tobacco Hut #18, 429 Veterans Memorial Hwy
8. Wal-Mart #3150, 1800 N 16th Street
9. Woods Sporting Goods, 531 Veterans Memorial Hwy

Roger Sandau and Chad Hannan moved and seconded approval of Applications for permits and cancellations, Items 7A 1-9. Unanimous, 5-0 vote.

CITIZENS REQUEST TO BE HEARD

OTHER BUSINESS

Mike Wolf and Chad Hannan moved and seconded approval of Motion to put a resolution on the January 11, 2020 meeting, requesting that the Historic Preservation Commission seek designation for the former St. Patrick's Catholic Church located at 132 Baughn Street to be a local Landmark and to be placed on the National Register of Historic Places and Authorizing funds for an Architectural Historian to assist within the nomination process. Voice Vote, 4-0 vote.
(Abstain: Head)

ADJOURNMENT

The tape recording of this proceeding, though not transcribed, is part of the record of each respective action of the City Council. The tape recording of this proceeding is incorporated into these official minutes of this Council meeting as if they were transcribed herein.

Matthew J. Walsh, Mayor

Attest: Jodi Quakenbush, City Clerk

Council Communication

Department: City Clerk
Case/Project No.:
Submitted by:

To participate in the meeting please join our zoom meeting. You can join via phone, computer or both. You MUST enter your first and last name to be admitted into the meeting
ITEM 2.A.

Council Action: 12/14/2020

Description

<https://zoom.us/j/6588922517>
Meeting ID: 658 892 2517
888 475 4499 US Toll-free or 877 853 5257 US Toll-free

Background/Discussion

Recommendation

Council Communication

Department: City Clerk
Case/Project No.:
Submitted by: Jodi Quakenbush

Approval of Agenda and tape recordings of
these proceedings to be incorporated into the
official minutes.
ITEM 3.A.

Council Action: 12/14/2020

Description

Background/Discussion

Recommendation

Council Communication

Department: City Clerk
Case/Project No.:
Submitted by: Jodi Quakenbush

Reading, correction and approval of the
November 23, 2020 City Council Meeting
Minutes.
ITEM 3.B.

Council Action: 12/14/2020

Description

Background/Discussion

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
11-23-20 M	Other	12/7/2020



City Council Meeting Minutes November 23, 2020

CALL TO ORDER

Mayor Walsh called the meeting to order on Monday November 23, 2020 at 7:00 p.m.

Council Members present: Chad Hannan and Roger Sandau.

Council Members present via Zoom: Joe Disalvo, Melissa Head and Mike Wolf.

Staff Present: Matthew Mardesen, Richard Wade and Jodi Quakenbush.

CONSENT AGENDA

Approval of Agenda and tape recordings of these proceedings to be incorporated into the official minutes.

Reading, correction and approval of the November 9, 2020 City Council Meeting Minutes.

Ordinance 6433

Ordinance to amend the zoning map as adopted by reference in section 15.02.070 and setting a Public Hearing for December 14, 2020 at 7:00 p.m. by designating the property legally described as Lots J, K, L and M, Auditor's Subdivision, of Block 6, Mynster's Addition, and Block 2, Bayliss 1st Addition as a local historic landmark. Location: 530 West Broadway. HP-20-005

Ordinance 6434

Ordinance to amend Chapter 15.26 "Nonconformities" of the Zoning Ordinance and setting a Public Hearing for December 14, 2020 at 7:00 p.m. by amending Section 15.26.030 "Nonconforming Uses." ZT-20-005

Ordinance 6435

Ordinance to amend the zoning map as adopted by reference in Section 15.02.070 and setting a Public Hearing for December 14, 2020 at 7:00 p.m. by rezoning property legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, except East Kaneshville Boulevard right-of-way, from R-3/Low Density Multifamily Residential District to A-P/Administrative-Professional District as defined in Chapter 15.13. Location: West of 235 Harmony Street. ZC-20-012

Resolution 20-277

Resolution of intent to vacate and dispose of and setting a Public Hearing for December 14, 2020 at 7:00 p.m. for Baughn Street right-of-way lying between Harmony Street and East Kaneshville Boulevard. Location: West of 235 Harmony Street. SAV-20-004

Resolution 20-278

Resolution setting a public hearing for 7:00 p.m. on December 14, 2020 for the West Broadway Reconstruction, Segment 5. Project # PW21-20

September 2020 Financial Reports, Right of Redemption & Claims

Roger Sandau and Chad Hannan moved and seconded approval of Consent Agenda Items, except 3E and 3F, as amended to correct minutes from November 9, 2020 meeting, under Resolutions 20-246 & 20-247 changing to continued instead of approved. Also adding a Mayor's Appointment, appointing Barry Cleaveland, 1436 McPherson Avenue to the Council Bluffs Airport Authority. Unanimous, 5-0 vote.

Chad Hannan and Joe Disalvo moved and seconded approval of Consent Agenda Items 3E & 3F. Unanimous, 4-0 vote. (Abstain: Head)

MAYORS PROCLAMATIONS

Small Business Saturday & Giving Tuesday

PUBLIC HEARINGS

Resolutions 20-246 and 20-247 (Continued from 11-9-20)

Resolutions to dispose of City property legally described as Lot 2, Arbor Creek Subdivision. Location: Northwest corner of College Road and Railroad Avenue. OTB-20-010

1) Resolution 20-246 Offer to buy submitted by Midlands Humane Society

2) Resolution 20-247 Offer to buy and RFP submitted by Neal Drickey

Heard from Ed Kemp, 11801 Gow Circle, Bellevue, NE, Alex Gum, 19294 Perry Road, Council Bluffs, IA, Ron Wolfe, 536 College Road, Council Bluffs, IA, Nikki Cruichshank, 19762 Honeysuckle Road, Council Bluffs, IA, Clint Brunow, 16935 State Orchard Road, Council Bluffs, IA, Joe (Last name unknown) 5015 Van Circle, Jeff Walters, 5618 Frederick, Omaha, NE.

Melissa Head and moved and seconded approval of Resolution 20-246. Died for lack of Second, 0-0 vote.

Roger Sandau and Joe Disalvo moved and seconded approval of Resolution 20-247, 26 unit proposal. Voice Vote, 3-2 vote. (Nays: Head, Wolf)

Resolution 20-279

Resolution approving the authorization for right-of-way in connection with the No. Broadway Bridge over Indian Creek. Project #PW21-13

Roger Sandau and Melissa Head moved and seconded approval of Resolution 20-279. Unanimous, 5-0 vote.

Resolution 20-280

Resolution approving the City of Council Bluffs FY22-FY26 Capital Improvement Program (CIP).

Chad Hannan and Roger Sandau moved and seconded approval of Resolution 20-280. Unanimous, 5-0 vote.

ORDINANCES ON 1ST READING

Ordinance 6436

An Ordinance adopting the 2020 Municipal Code of Council Bluffs, Iowa.

Mike Wolf and Chad Hannan moved and seconded approval of First consideration of Ordinance 6436, second consideration to be heard December 14, 2020 at 7:00 p.m. Unanimous, 5-0 vote.

Ordinance 6437

An Ordinance to amend Chapter 4.20 "Animal Control" of the Municipal Code, by amending Section 4.20.020 "Definitions-Animal Control."

Roger Sandau and Mike Wolf moved and seconded approval of First consideration of Ordinance 6437, second consideration to be heard December 14, 2020 at 7:00 p.m. Unanimous, 5-0 vote.

ORDINANCES ON 2ND READING

Ordinance 6432

Ordinance to amend Title 9 Traffic, Chapter 9.34 Emergency Snow Routes of the 2015 Municipal Code of Council Bluffs, Iowa, by amending Section 9.34.030 Emergency snow routes established.

Chad Hannan and Roger Sandau moved and seconded approval of Second consideration of Ordinance 6432. Unanimous, 5-0 vote.

Chad Hannan and Roger Sandau moved and seconded approval of Motion to waive third consideration of Ordinance 6432. Ordinance passes to law. Unanimous, 5-0 vote.

RESOLUTIONS

Resolution 20-281

Resolution approving the Annual Urban Renewal Report for fiscal year 2019-2020.

Mike Wolf and Roger Sandau moved and seconded approval of Resolution 20-281. Unanimous, 5-0 vote.

Resolution 20-282

Resolution to dispose of City property described as the West 45 feet of Lot 12, except the North 6 feet for the east/west alley adjoining, Block 25, Everett's Addition. Location: 1618 7th Avenue.
OTB-20-016

Roger Sandau and Chad Hannan moved and seconded approval of Resolution 20-282. Unanimous, 5-0 vote.

Resolution 20-283

Resolution to authorize the Mayor and City Clerk to execute a funding agreement with POWERTECH for a donation to replace the playground at Cochran Park.

Melissa Head and Mike Wolf moved and seconded approval of Resolution 20-283. Unanimous, 5-0 vote.

APPLICATIONS FOR PERMITS AND CANCELLATIONS

Liquor Licenses: 1) Andrews Lounge, 1210 N 25th Street, 2) Full Fledged Brewing Company, 40 Arena Way, Ste 2 (Special Event), 3) Hy-Vee #2, 1745 Madison Avenue, 4) 712, 1851 Madison Avenue, Ste 700

Roger Sandau and Chad Hannan moved and seconded approval of Application for Permits and Cancellations. Unanimous, 5-0 vote.

OTHER BUSINESS

December 14, 2020 to be held via zoom, check City Council Agenda for zoom information to join the meeting.

ADJOURNMENT

Mayor Walsh adjourned the meeting at 8:08 pm.

The tape recording of this proceeding, though not transcribed, is part of the record of each respective action of the City Council. The tape recording of this proceeding is incorporated into these official minutes of this Council meeting as if they were transcribed herein.

Matthew J. Walsh, Mayor

Attest: Jodi Quakenbush, City Clerk

Council Communication

Department: Public Works Admin
Case/Project No.: BM21-03
Submitted by: Jeremy Noel, Public Works
Operations Manager

Resolution 20-284
ITEM 3.C.

Council Action: 12/14/2020

Description
Resolution setting a public hearing for January 11, 2021 at 7:00 p.m., on the plans, specifications, form of contract, and cost estimate for the Central Fire Station - Fire Sprinkler System Installation. Project #BM21-03

Background/Discussion
The Emergency Management Agency is the only area at the Central Fire Station that currently has a fire suppression system. This project will enhance the safety of this facility by connecting to that existing fire sprinkler system and plumbing it throughout the rest of the building. This project will also provide a fire detection and a notification system for the entire building. When complete, the entire building will be monitored continuously.

This project will greatly enhance the safety of our firefighters and the public who visit this building.

The estimated cost of this project is \$210,100.00. The project was included in the FY21 CIP with funding from the General Fund.

The project schedule is as follows:

Set Public Hearing	December 14, 2020
Hold Public Hearing	January 11, 2021
Letting	February 9, 2021
Award	February 22, 2021
Construction End	May 28, 2021

Recommendation
Approval of this resolution. This project will extend the fire suppression system in the Emergency Management Agency area throughout the Central Fire Station and provide fire detection and notification systems to the entire building.

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing	Other	11/30/2020
Resolution 20-284	Resolution	12/8/2020

Notice of Public Hearing
on the
Plans, Specifications, Form of Contract, and Cost Estimate
for the
Central Fire Station - Fire Sprinkler System Installation
Project #BM21-03

A Public Hearing will be held on January 11, 2021, at 7:00 P.M., in the Council Chambers of City Hall, 209 Pearl Street, Council Bluffs, Iowa, on the proposed plans, specifications, form of contract, and cost estimate for the Central Fire Station - Fire Sprinkler System Installation. This project includes removal and installation of ceiling tile and grid; installation of drywall, patching, and painting; installation of fire sprinkler and alarm system; and installation of kitchen hood equipment. At said hearing any interested person may appear and file objections to such plans and specifications.

Jodi Quakenbush, City Clerk

RESOLUTION NO. 20-284

**RESOLUTION DIRECTING THE CITY CLERK TO PUBLISH NOTICE
AND SETTING A PUBLIC HEARING ON THE
PLANS, SPECIFICATIONS, FORM OF CONTRACT,
AND COST ESTIMATE FOR THE
CENTRAL FIRE STATION - FIRE SPRINKLER SYSTEM INSTALLATION
PROJECT NO. BM21-03**

- WHEREAS, the City of Council Bluffs desires to renovate the Central Fire Station area; and
- WHEREAS, HGM Associates Inc. was hired to provide professional services; and
- WHEREAS, funding for this project will be provided by the General Fund CIP; and
- WHEREAS, the plans, specifications, form of contract, and cost estimate as prepared by HGM Associates Inc. are on file in the office of the city clerk.

NOW, THEREFORE BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA

That the City Clerk is hereby directed to set a public hearing on the plans, specifications, form of contract, and cost estimate for the Central Fire Station - Fire Sprinkler System Installation on January 11, 2021, at 7:00 p.m.

ADOPTED
AND
APPROVED December 14, 2020

Matthew Walsh Mayor

Attest:

Jodi Quakenbush City Clerk

Council Communication

Department: Community Development
Case/Project No.: OTB-20-017
Submitted by: Moises Monroy, Planner

Resolution 20-285
ITEM 3.D.

Council Action: 12/14/2020

Description
Resolution of intent to dispose of and setting a Public Hearing for January 11, 2021 at 7:00 p.m. for City property described as Lot 4, Block 11, Hyatt's Subdivision. Location: 716 S 7th St. OTB-20-017

Background/Discussion
See attached staff report.

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
OTB-20-017 Staff Report	Other	12/4/2020
Attachment A - Location and Zoning Map	Map	12/4/2020
Attachment B - Statement of Intent	Other	12/4/2020
Public Hearing Notice	Other	12/4/2020
Resolution 20-285	Resolution	12/8/2020

Council Communication

Department: Community Development CASES #OTB-20-017 Applicant: Harvest Temple Church of God Attn: Brayden Holt 2918 Avenue 'C' Council Bluffs, IA 51501	Reso. of Intent No. _____ Reso. to Dispose No. _____	Set Public Hearing: 12/14/2020 Public Hearing: 1/11/2021
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Subject/Title

Request: Set public hearing on the request of Harvest Temple Church of God, represented by Brayden Holt to purchase property described as Lot 4, Block 11, Hyatt's Subdivision, City of Council Bluffs, Pottawattamie County, Iowa. The property is generally addressed as 716 South 7th Street.

Location: West of the South Expressway, between 7th Avenue and 8th Avenue.

Background/Discussion

The City has received an offer to purchase the property described above. The property is classified as 'transitional dispose' and 'buildable.' The applicant wishes to acquire this property to expand the existing Heartland Harvest Ministries site. According to the *Inventory and Disposal Policy for Surplus City Property*, adopted by City Council on April 23, 2018, the property should be priced at the most recent assessed value, which on this property would be \$8,543.00. The applicant has offered \$8,550.00 to purchase the property, and has submitted an \$855.00 down payment.

The subject property was acquired by the City of Council Bluffs in November of 2019 via a 657A Petition through the Iowa District Courts. As is stated in the adopted *Inventory and Disposal Policy for Surplus City Policy*, the property is not be eligible for a forgivable mortgage as it has not been actively marketed on the Surplus Property list for more than the required 24 months.

The following costs have been incurred on the subject property:

Permits and Inspections Division – Legal fees:	\$ 459.98
Permits and Inspections Division – Asbestos abatement:	\$ 500.00
Permits and Inspections Division – Board-up:	\$ 1,191.00
<u>Permits and Inspections Division – Demolition:</u>	<u>\$ 12,096.00</u>
Total	\$ 14,246.98

The subject property is currently zoned R-3/Low Density Multifamily Residential District. The lot measures 45.33 feet wide by 112 feet deep, and contains approximately 5,077 square feet in area, which exceeds the minimum lot size requirements of the R-3/Low-Density Multifamily Residential District.

The applicant owns 700 South 7th Street, current site of Heartland Harvest Ministries. The church is located directly north of the subject property. The applicant is proposing to combine both properties into one parcel of land in order to construct a 60' x 80' one-story building with ADA accessibility and expand the existing parking lot at 700 South 7th Street by installing 15 additional spaces. City staff reviewed the applicant's proposal using SketchUp, a 3D modeling software, and found there is not sufficient land area to accommodate the proposed structure and provide a sufficient amount of off-street parking in an allowable location. If the applicant's offer

to purchase the subject property is approved, City staff will work with them to ensure all applicable site development and off-street parking standards are met.

There is a competing offer for the subject property from Andres Soria (see Case #OTB-20-018). Mr. Soria wishes to acquire this property to construct a single family dwelling. Both offers are scheduled to be reviewed at the same public hearing.

Recommendation

The Community Development Department recommends setting a public hearing on the disposal of the property legally described as Lot 4, Block 11, Hyatt's Subdivision, City of Council Bluffs, Pottawattamie County, Iowa on the January 11, 2021 City Council Meeting.

Attachments


Attachment A: Location/Zoning Map
Attachment B: Statement of Intent

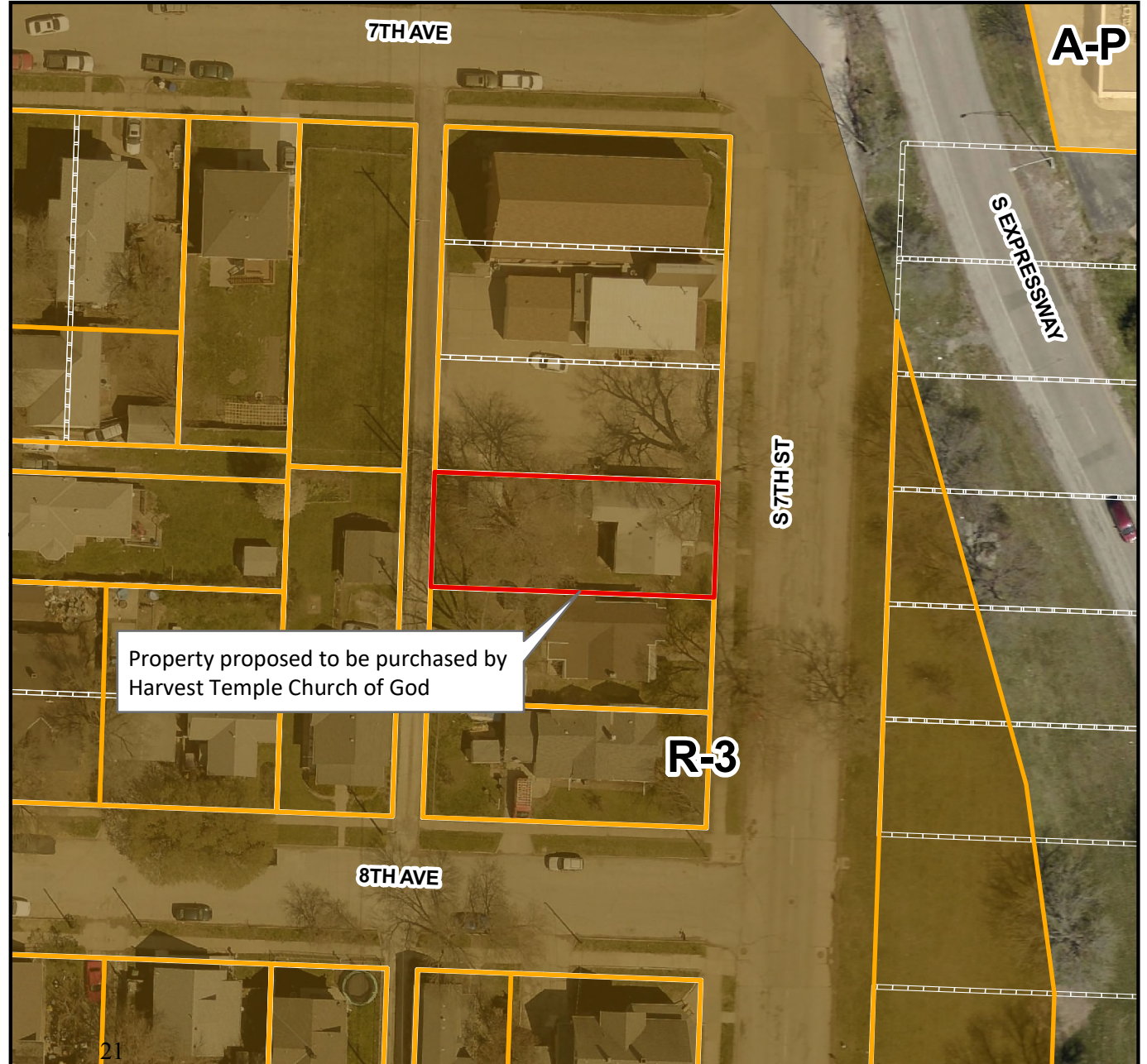
Prepared by: Moises Monrroy, Planner, Community Development Department

CITY OF COUNCIL BLUFFS - CITY-OWNED PROPERTY GROUP CASES #OTB-20-017 LOCATION/ZONING MAP

Legend

 Subject Property

0 30 60

1 Inch = 63 Feet



Last Amended: 11/9/2020



Council Bluffs Community
Development Department
209 Pearl Street
Council Bluffs, IA 51503
Telephone: (712) 890-5350

DISCLAIMER
This map is prepared and compiled from City documents, plans and other public records data. Users of this map are hereby notified that the City expressly disclaims any and all responsibilities for errors, if any, in the information contained on this map, the misuse of the same by the user or anyone else. The user should verify the accuracy of information/data contained on this map before using it. The City assumes no legal responsibility for the information contained on this map.

Proposal description

The lot of 716 s 7th street will be used to expand the parking area for the church at 700 s 7th st by 15 space the will be gravel for the first 3 year to allow the land to settle then it will be black topped for better foundation holding. The building will be approximately 60' by 80' single level . to allow for accessibility to for all people to access.

**NOTICE OF PUBLIC HEARING
ON INTENT TO DISPOSE AND CONVEY CITY PROPERTY**

TO WHOM IT MAY CONCERN:

You and each of you are hereby notified that the City Council of the City of Council Bluffs, Iowa, has scheduled a public hearing on the request to dispose of property described as Lot 4, Block 11, Hyatt's Subdivision, City of Council Bluffs, Pottawattamie County, Iowa.

You are further notified that a public hearing on said matter will be held by the City Council of the City of Council Bluffs, Iowa, at its regular meeting held at 7:00 p.m., on the 11th Day of January, 2021, in the City Council Chambers, 2nd Floor of City Hall, 209 Pearl Street, Council Bluffs, Iowa at which time and place all persons interested in said matter will be given an opportunity to be heard.

Jodi Quakenbush

City Clerk

Prepared by: Community Development Dept., Co. Bluffs, IA 51503 – Phone: 890-5350
Return to: City Clerk, 209 Pearl Street, Co. Bluffs, IA 51503 – Phone: 890-5261

RESOLUTION NO. 20-285

A RESOLUTION OF INTENT TO DISPOSE OF CITY PROPERTY DESCRIBED AS LOT 4, BLOCK 11, HYATT'S SUBDIVISION, CITY OF COUNCIL BLUFFS, POTTAWATTAMIE COUNTY, IOWA.

WHEREAS, the City has received an offer from Harvest Temple Church of God, represented by Brayden Holt, to purchase the City owned property described as Lot 4, Block 11, Hyatt's Subdivision, City of Council Bluffs, Pottawattamie County, Iowa.

**NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA**

That the City does hereby express its intent to dispose of City owned property described Lot 4, Block 11, Hyatt's Subdivision, City of Council Bluffs, Pottawattamie County, Iowa; and

BE IT FURTHER RESOLVED

That a public hearing be scheduled for January 11, 2021.

ADOPTED
AND
APPROVED: December 14, 2020

Matthew J. Walsh Mayor

ATTEST: _____
Jodi Quakenbush City Clerk

Council Communication

Department: Community Development
Case/Project No.: OTB-20-018
Submitted by: Moises Monroy, Planner

Resolution 20-286
ITEM 3.E.

Council Action: 12/14/2020

Description
Resolution of intent to dispose of and setting a Public Hearing for January 11, 2021 at 7:00 p.m. for City property described as Lot 4, Block 11, Hyatt's Subdivision. Location: 716 S 7th St. OTB-20-018

Background/Discussion
See attached staff report.

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
OTB-20-018 Staff Report	Other	12/4/2020
Attachment A - Location and Zoning Map	Map	12/4/2020
Attachment B - Plot Plan	Other	12/4/2020
Public Hearing Notice	Other	12/4/2020
Resolution 20-286	Resolution	12/8/2020

Council Communication

Department: Community Development CASES #OTB-20-018 Applicant: Andres Sorias 21252 Ashwood Lane Council Bluffs, IA 51503	Reso. of Intent No. _____ Reso. to Dispose No. _____	Set Public Hearing: 12/14/2020 Public Hearing: 1/11/2021
---	---	---

Subject/Title

Request: Set public hearing on the request of Andres Soria to purchase property described as Lot 4, Block 11, Hyatt’s Subdivision, City of Council Bluffs, Pottawattamie County, Iowa. The property is generally addressed as 716 South 7th Street.

Location: West of the South Expressway, between 7th Avenue and 8th Avenue.

Background/Discussion

The City has received an offer to purchase the property described above. The property is classified as ‘transitional dispose’ and ‘buildable.’ The applicant wishes to acquire this property to construct a detached single-family dwelling. According to the *Inventory and Disposal Policy for Surplus City Property*, adopted by City Council on April 23, 2018, the property should be priced at the most recent assessed value, which on this property would be \$8,543.00. The applicant has offered \$8,543.00 to purchase the property, and has submitted an \$854.30 down payment.

The subject property was acquired by the City of Council Bluffs in November of 2019 via a 657A Petition through the Iowa District Courts. As is stated in the adopted *Inventory and Disposal Policy for Surplus City Policy*, the property is not be eligible for a forgivable mortgage as it has not been actively marketed on the Surplus Property list for more than the required 24 months.

The following costs have been incurred on the subject property:

Permits and Inspections Division – Legal fees:	\$ 459.98
Permits and Inspections Division – Asbestos abatement:	\$ 500.00
Permits and Inspections Division – Board-up:	\$ 1,191.00
<u>Permits and Inspections Division – Demolition:</u>	<u>\$ 12,096.00</u>
Total	\$ 14,246.98

The subject property is currently zoned R-3/Low Density Multifamily Residential District. The lot measures 45.33 feet wide by 112 feet deep, and contains approximately 5,077 square feet in area, which exceeds the minimum lot size requirements of the R-3 District. As per the submitted plot plan, the applicant intends to construct a 40’ x 30’ one-and-a-half story single-family structure on the subject property. The applicant also intends to construct a detached garage with access to the public alley located west of the subject property. If the applicant’s offer to purchase the subject property is approved, City staff will work with him to ensure all applicable site development and off-street parking standards are met.

There is a competing offer for the subject property from Harvest Temple of Church of God (see Case #OTB-20-017). Harvest Temple COG wishes to acquire this property to expand the existing Heartland Harvest ministries site. Both offers are scheduled to be reviewed at the same public hearing.

Recommendation

The Community Development Department recommends setting a public hearing on the disposal of the property legally described as Lot 4, Block 11, Hyatt's Subdivision, City of Council Bluffs, Pottawattamie County, Iowa on the January 11, 2021 City Council Meeting.

Attachments


Attachment A: Location/Zoning Map
Attachment B: Plot Plan

Prepared by: Moises Monrroy, Planner, Community Development Department

CITY OF COUNCIL BLUFFS - CITY-OWNED PROPERTY GROUP CASES #OTB-20-018 LOCATION/ZONING MAP

Legend

 Subject Property

0 30 60

1 Inch = 63 Feet



Last Amended: 11/16/2020



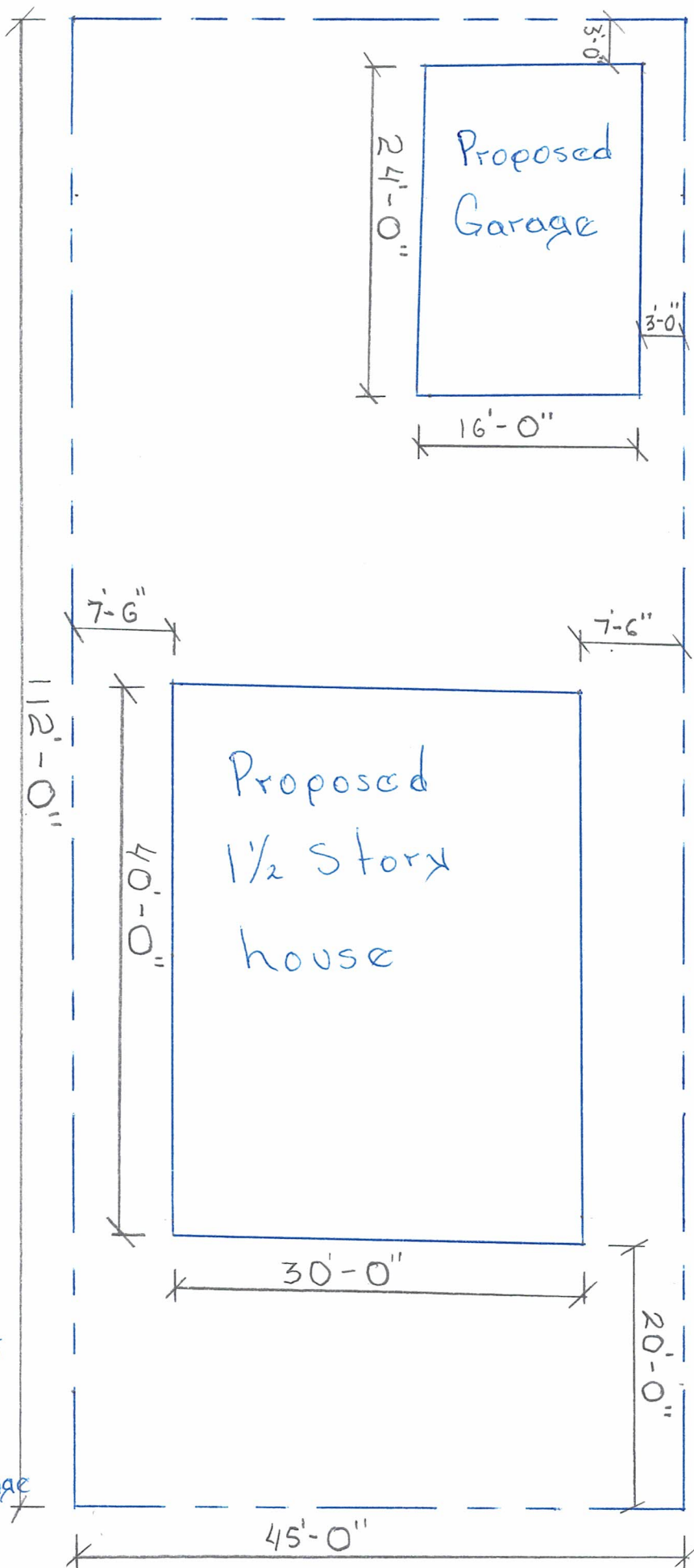
Council Bluffs Community
Development Department
209 Pearl Street
Council Bluffs, IA 51503
Telephone: (712) 890-5350

DISCLAIMER

This map is prepared and compiled from City documents, plans and other public records data. Users of this map are hereby notified that the City expressly disclaims any and all responsibilities for errors, if any, in the information contained on this map, the misuse of the same by the user or anyone else. The user should verify the accuracy of information/data contained on this map before using it. The City assumes no legal responsibility for the information contained on this map.



Attachment B



Proposed
built of new
house and
new garage
at 716 S 7th St
lot

Aprox. 31%
structures Coverage
of lot area

**NOTICE OF PUBLIC HEARING
ON INTENT TO DISPOSE AND CONVEY CITY PROPERTY**

TO WHOM IT MAY CONCERN:

You and each of you are hereby notified that the City Council of the City of Council Bluffs, Iowa, has scheduled a public hearing on the request to dispose of property described as Lot 4, Block 11, Hyatt's Subdivision, City of Council Bluffs, Pottawattamie County, Iowa.

You are further notified that a public hearing on said matter will be held by the City Council of the City of Council Bluffs, Iowa, at its regular meeting held at 7:00 p.m., on the 11th Day of January, 2021, in the City Council Chambers, 2nd Floor of City Hall, 209 Pearl Street, Council Bluffs, Iowa at which time and place all persons interested in said matter will be given an opportunity to be heard.

Jodi Quakenbush

City Clerk

Prepared by: Community Development Dept., Co. Bluffs, IA 51503 – Phone: 890-5350
Return to: City Clerk, 209 Pearl Street, Co. Bluffs, IA 51503 – Phone: 890-5261

RESOLUTION NO. 20-286

A RESOLUTION OF INTENT TO DISPOSE OF CITY PROPERTY DESCRIBED AS LOT 4, BLOCK 11, HYATT’S SUBDIVISION, CITY OF COUNCIL BLUFFS, POTTAWATTAMIE COUNTY, IOWA.

WHEREAS, the City has received an offer from Andres Soria to purchase the City owned property described as Lot 4, Block 11, Hyatt’s Subdivision, City of Council Bluffs, Pottawattamie County, Iowa.

**NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA**

That the City does hereby express its intent to dispose of City owned property described Lot 4, Block 11, Hyatt’s Subdivision, City of Council Bluffs, Pottawattamie County, Iowa; and

BE IT FURTHER RESOLVED

That a public hearing be scheduled for January 11, 2021.

ADOPTED
AND
APPROVED: December 14, 2020

Matthew J. Walsh Mayor

ATTEST: _____
Jodi Quakenbush City Clerk

Council Communication

Department: Community Development
Case/Project No.: OTB-20-019
Submitted by: Moises Monroy, Planner

Resolution 20-287
ITEM 3.F.

Council Action: 12/14/2020

Description
Resolution of intent to dispose of and setting a Public Hearing for January 11, 2021 at 7:00 p.m. for City property described as the Northerly 50 feet of Lot 4, Block 3, Hall's Addition. Location: 517 North 8th Street. OTB-20-019

Background/Discussion
See attached staff report.

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
OTB-20-019 Staff Report	Other	12/4/2020
Attachment A - Location and Zoning Map	Map	12/4/2020
Public Hearing Notice	Other	12/4/2020
Resolution 20-287	Resolution	12/8/2020

Council Communication

Department: Community Development CASES #OTB-20-019 Applicant: Andres Sorias 21252 Ashwood Lane Council Bluffs, IA 51503	Reso. of Intent No. _____ Reso. to Dispose No. _____	Set Public Hearing: 12/14/2020 Public Hearing: 1/11/2021
---	---	---

Subject/Title

Request: Set public hearing on the request of Andres Soria to purchase property described as the Northerly 50 feet of Lot 4, Block 3, Hall’s Addition, City of Council Bluffs, Pottawattamie County, Iowa. The property is generally addressed as 517 North 8th Street.

Location: Between North 8th Street and Curtis Street, and between Avenue ‘E’ and Avenue ‘F.’

Background/Discussion

The City has received an offer to purchase the property described above. The property is classified as ‘transitional dispose’ and ‘buildable.’ The applicant wishes to acquire this property to construct a detached single-family dwelling. According to the *Inventory and Disposal Policy for Surplus City Property*, adopted by City Council on April 23, 2018, the property should be priced at the most recent assessed value, which on this property would be \$12,159.00. The applicant has offered \$12,159.00 to purchase the property, and has submitted a \$1,215.90 down payment.

The subject property was acquired by the City of Council Bluffs in November of 2019 via a 657A Petition through the Iowa District Courts. As is stated in the adopted *Inventory and Disposal Policy for Surplus City Policy*, the property is not be eligible for a forgivable mortgage as it has not been actively marketed on the Surplus Property list for more than the required 24 months.

The following costs have been incurred on the subject property:

Permits and Inspections Division – Legal fees:	\$ 523.13
Permits and Inspections Division – Asbestos abatement:	\$ 500.00
Permits and Inspections Division – Board-up:	\$ 1,265.00
<u>Permits and Inspections Division – Demolition:</u>	<u>\$ 8,800.00</u>
Total	\$ 11,088.13

The subject property is currently zoned R-2/Two-Family Residential District. The lot measures 50 feet wide by 136.5 feet deep, and contains approximately 6,825 square feet in area, which exceeds the minimum lot size requirements of the R-2 District. Therefore, a single-family structure with a floor area not less than 500 square feet and a minimum width of not less than 20 feet can be built on the subject property that meets all site development regulations of the R-2 District.

Recommendation

The Community Development Department recommends setting a public hearing on the disposal of the property legally described as the Northerly 50 feet of Lot 4, Block 3, Hall’s Addition, City of Council Bluffs, Pottawattamie County, Iowa on the January 11, 2021 City Council Meeting.

Attachments

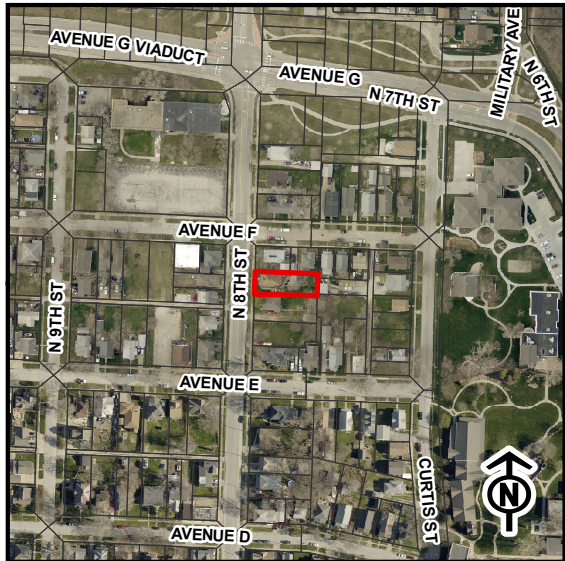
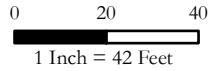
Attachment A: Location/Zoning Map

Prepared by: Moises Monrroy, Planner, Community Development Department

CITY OF COUNCIL BLUFFS - CITY-OWNED PROPERTY GROUP CASES #OTB-20-019 LOCATION/ZONING MAP

Legend

 Subject Property



Last Amended: 11/16/2020



Council Bluffs Community
Development Department
209 Pearl Street
Council Bluffs, IA 51503
Telephone: (712) 890-5350

DISCLAIMER

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**NOTICE OF PUBLIC HEARING
ON INTENT TO DISPOSE AND CONVEY CITY PROPERTY**

TO WHOM IT MAY CONCERN:

You and each of you are hereby notified that the City Council of the City of Council Bluffs, Iowa, has scheduled a public hearing on the request to dispose of property described as the Northerly 50 feet of Lot 4, Block 3, Hall's Addition, City of Council Bluffs, Pottawattamie County, Iowa.

You are further notified that a public hearing on said matter will be held by the City Council of the City of Council Bluffs, Iowa, at its regular meeting held at 7:00 p.m., on the 11th Day of January, 2021, in the City Council Chambers, 2nd Floor of City Hall, 209 Pearl Street, Council Bluffs, Iowa at which time and place all persons interested in said matter will be given an opportunity to be heard.

Jodi Quakenbush

City Clerk

Prepared by: Community Development Dept., Co. Bluffs, IA 51503 – Phone: 890-5350
Return to: City Clerk, 209 Pearl Street, Co. Bluffs, IA 51503 – Phone: 890-5261

RESOLUTION NO. 20-287

A RESOLUTION OF INTENT TO DISPOSE OF CITY PROPERTY DESCRIBED AS THE NORTHERLY 50 FEET OF LOT 4, BLOCK 3, HALL’S ADDITION, CITY OF COUNCIL BLUFFS, POTTAWATTAMIE COUNTY, IOWA.

WHEREAS, the City has received an offer from Andres Soria to purchase the City owned property described as the Northerly 50 feet of Lot 4, Block 3, Hall’s Addition, City of Council Bluffs, Pottawattamie County, Iowa.

**NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA**

That the City does hereby express its intent to dispose of City owned property described as the Northerly 50 feet of Lot 4, Block 3, Hall’s Addition, City of Council Bluffs, Pottawattamie County, Iowa; and

BE IT FURTHER RESOLVED

That a public hearing be scheduled for January 11, 2021.

ADOPTED
AND
APPROVED: December 14, 2020

Matthew J. Walsh Mayor

ATTEST: _____
Jodi Quakenbush City Clerk

Council Communication

Department: Public Works Admin
Case/Project No.: PW21-06C
Submitted by: Matthew Cox, Public Works
Director

Resolution 20-288
ITEM 3.G.

Council Action: 12/14/2020

Description
Resolution setting a public hearing for 7:00 p.m. on January 11, 2021, for Levee Certification Project, Geotechnical MR_3 and MR_4. Project # PW21-06C

Background/Discussion
The City of Council Bluffs owns or sponsors multiple levee segments which encompass the City Federal Levee System, providing flood protection from the Missouri River, Mosquito Creek, and Indian Creek. These levee systems are currently shown on FEMA floodplain maps as being accredited and are identified as providing protection from the 100-year flood or 1% annual chance flood event.
In order to maintain the level of protection identified on the FEMA Flood Insurance Rate Map, it is necessary to provide documentation to FEMA that complies with the requirements of 44 CFR 65.10. If the levees are not certified, they will be de-accredited and FEMA will begin the process of updating maps. Areas previously protected by the levees will be identified as flood-prone.
In order to meet the criteria for levee certification, improvements to each of the levee systems will be necessary. The purpose of the Geotechnical MR_3 and MR_4 projects are to resolve levee seepage and stability deficiencies. The project will construct large berms along the land side of the levee.
Public Works was successful in securing funding through the Economic Development Authority (EDA) Economic Adjustment Assistance disaster recovery program. The estimated cost for construction is \$9,074,300. The EDA share is 80% of construction costs with a maximum contribution of \$8,485,749. The City's share will be funded by funds from the Iowa Flood Mitigation Program and Sales Tax Funds programmed for levee improvements.
The project schedule is as follows:

Set Public Hearing	December 14, 2020
Hold Public Hearing	January 11, 2021
Bid Letting	February 23, 2021
Award	March 8, 2021
Construction Start	April 18, 2021
Construction End	June 30, 2022

Recommendation
Approval of this resolution. This project will improve the levee system to meet the criteria for certification.

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing	Other	12/4/2020
Resolution 20-288	Resolution	12/8/2020

Notice of Public Hearing
on the
Plans, Specifications, Form of Contract and Cost Estimate
for the
Levee Certification Project, Geotechnical MR_3 and MR_4
Project # PW21-06C

A public hearing will be held on January 11, 2021, at 7:00 p.m. in the council chambers of City Hall, 209 Pearl Street, Council Bluffs, Iowa, on the proposed plans, specifications, form of contract and cost estimate for the Levee Certification Project, Geotechnical MR_3 and MR_4. The project will include stripping, stockpiling and re-spreading 54,685 CY of topsoil; placement of 455,375 CY of embankment with random and pervious berm fill material; construction of 1,025 SY of asphalt surfacing; construction of 1,831 SY of 12 IN aggregate surfaced roads; construction of 870 LF of PCC curb and gutter; removal of one (1) headwall; construction of 535 LF of 54-in diameter reinforced concrete pipe with end section and junction box; abandonment of 22 relief wells, 8 piezometers and 4 test wells; seeding, and erosion control. At said hearing, any interested person may appear and file objections to such plans and specifications.

By Order of the City Council
of the
City of Council Bluffs, Iowa
Jodi Quakenbush, City Clerk

RESOLUTION
NO 20-288

**RESOLUTION DIRECTING THE CLERK TO PUBLISH NOTICE
AND SETTING A PUBLIC HEARING ON THE
PLANS, SPECIFICATIONS, FORM OF CONTRACT
AND COST ESTIMATE FOR
LEVEE CERTIFICATION PROJECT, GEOTECHNICAL MR_3 AND MR_4
PROJECT #PW21-06C**

WHEREAS, the City wishes to make improvements known as
Levee Certification Project, Geotechnical MR_3 and MR_4,
within the City, as therein described; and

WHEREAS, the plans, specifications, form of contract and cost
estimate are on file in the office of the city clerk.

NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA

That the City Clerk is hereby ordered to set a public hearing on the plans, specifications, form of contract and cost estimate for Levee Certification Project, Geotechnical MR_3 and MR_4 setting January 11, 2021, at 7:00 p.m. as the date and time of said hearing.

AND BE IT FURTHER RESOLVED

That the aforementioned project is encompassed by the language of the 1989 Local Option Sales Tax Ballot and as such this is an appropriate expenditure of the Local Option Sales Tax Revenues.

ADOPTED
AND
APPROVED

December 14, 2020

Matthew J. Walsh, Mayor

ATTEST:

Jodi Quakenbush, City Clerk

Council Communication

Department: Community Development
Case/Project No.: CD21-03 and CD22-01
Submitted by: Brandon Garrett

Resolution 20-300
ITEM 3.H.

Council Action: 12/14/2020

Description
Resolution setting a Public Hearing for January 11, 2020 at 7:00 p.m. on the final plans and specs in connection with the 1st Avenue Multi-Use Trail.

Background/Discussion
The 1st Avenue Multi-Use Trail is a critical trail connection for our community one block south of West Broadway. It stretches from S. 16th Street in the east to S. 35th Street in the west. It has been under design for about two years and has been guided by an advisory committee along the way. The project is in the Capital Improvement Program as CD21-03 and CD22-01 and is funded in part by the City and in part by the Iowa West Foundation. The project will be split into two phases to be determined by project budget.

Recommendation
Approval of final plans and specs for 1st Avenue Multi-Use Trail.

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing	Resolution	12/8/2020
Resolution 20-300	Resolution	12/8/2020

Notice of Public Hearing

for

Approval of Final Plans and Cost Estimates

for the

1st Avenue Multi-Use Trail

CD21-03

A public hearing will be held on January 11, 2021 at 7:00 p.m. in the council chambers of City Hall, 209 Pearl Street, Council Bluffs, Iowa, for approval of final plans and cost estimates for the 1st Avenue Multi-Use Trail. At said hearing, any interested person may appear and file objections to such plans and specifications.

By Order of the City Council

of the

City of Council Bluffs, Iowa

Jodi Quakenbush, City Clerk

R E S O L U T I O N
NO 20-300

**RESOLUTION DIRECTING THE CLERK TO PUBLISH NOTICE
AND SETTING A PUBLIC HEARING FOR APPROVING THE CONSTRUCTION
PLANS AND SPECS FOR THE 1ST AVENUE MULTI-USE TRAIL
PROJECT #CD21-03 AND CD22-01**

WHEREAS, the City wishes to make improvements known as the
1st Avenue Multi-Use Trail within the
city, as therein described; and

WHEREAS, final construction plans and specs have been prepared of said
improvements; and

WHEREAS, the city council deems approval of said improvements to
be in the best interest of the City of Council Bluffs.

NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA

That the City Clerk is hereby ordered to set a public hearing authorizing the approval of final
plans and specs setting January 11, 2021 at 7:00 p.m. as the date and time of said hearing.

ADOPTED
AND
APPROVED

December 14, 2020

Matthew J. Walsh, Mayor

ATTEST:

Jodi Quakenbush, City Clerk

Council Communication

Department: Finance
Case/Project No.:
Submitted by: Kathryn Knott

Annual Financial Report
ITEM 3.I.

Council Action: 12/14/2020

Description

Background/Discussion
The Annual Financial Report for the City of Council Bluffs for the year ending June 30, 2020 was published in the Council Bluffs Daily Nonpareil on December 4th, 2020.
The City of Council Bluffs is required to submit its Annual Financial report with the Auditor of the State of Iowa.

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
Annual Financial Report	Other	12/4/2020

STATE OF IOWA 2020 FINANCIAL REPORT FISCAL YEAR ENDED JUNE 30, 2020 CITY OF COUNCIL BLUFFS, IOWA DUE: December 1, 2020		16207800400000 CITY OF COUNCIL BLUFFS 209 Pearl Street COUNCIL BLUFFS IA 51503-4270 POPULATION: 62230		
NOTE - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.				
ALL FUNDS				
	Governmental (a)	Proprietary (b)	Total Actual (c)	Budget (d)
Revenues and Other Financing Sources				
Taxes Levied on Property	47463343		47,463,343	48,065,173
Less: Uncollected Property Taxes-Levy Year	0		0	0
Net Current Property Taxes	47,463,343		47,463,343	48,065,173
Delinquent Property Taxes	0		0	89,457
TIF Revenues	3,535,930		3,535,930	3,576,741
Other City Taxes	24,167,413	0	24,167,413	22,207,995
Licenses and Permits	2,254,686	9,825	2,264,511	2,057,500
Use of Money and Property	804,738	78,674	883,412	1,213,245
Intergovernmental	26,991,972	16,232	27,008,204	25,392,986
Charges for Fees and Service	6,808,661	14,808,690	21,617,351	19,137,018
Special Assessments	169,783	0	169,783	174,525
Miscellaneous	3,549,940	105,327	3,655,267	2,881,034
Other Financing Sources, Including Transfers in	38,543,732	2,088,617	40,632,349	49,082,443
Total Revenues and Other Sources	154,290,198	17,107,365	171,397,563	173,878,117
Expenditures and Other Financing Uses				
Public Safety	36,953,219		36,953,219	36,545,865
Public Works	11,113,677		11,113,677	12,161,688
Health and Social Services	183,467		183,467	209,503
Culture and Recreation	10,672,455		10,672,455	12,179,950
Community and Economic Development	3,971,330		3,971,330	5,282,318
General Government	15,896,968		15,896,968	16,412,765
Debt Service	17,892,973		17,892,973	17,801,875
Capital Projects	36,790,393		36,790,393	37,394,652
Total Governmental Activities Expenditures	133,474,482	0	133,474,482	137,988,616
Business type activities		16,854,336	16,854,336	17,142,869
Total All Expenditures	133,474,482	16,854,336	150,328,818	155,131,485
Other Financing Uses, Including Transfers Out	23,242,528	236,381	23,478,909	34,404,836
Total All Expenditures/and Other Financing Uses	156,717,010	17,090,717	173,807,727	189,536,321
Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses	-2,426,812	16,648	-2,410,164	-15,658,204
Beginning Fund Balance July 1, 2019	69,346,565	163,171,699	232,518,264	217,419,259
Ending Fund Balance June 30, 2020	66,919,753	163,188,347	230,108,100	201,761,055
NOTE - These balances do not include the following, which were not budgeted and are not available for city operations:				
Non-budgeted Internal Service Funds		Pension Trust Funds		
Private Purpose Trust Funds		Agency Funds		
Indebtedness at June 30, 2020	Amount	Indebtedness at June 30, 2020	Amount	
General Obligation Debt	57,043,627	Other Long-Term Debt	728,571	
Revenue Debt	3,516,000	Short-Term Debt	0	
TIF Revenue Debt	0			
		General Obligation Debt Limit	256,079,718	

Council Communication

Department: City Clerk
Case/Project No.:
Submitted by:

Water Works Adopted Budget (R&F)
ITEM 3.J.

Council Action: 12/14/2020

Description

Background/Discussion

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
Water Works Adopted Budget	Other	12/8/2020



Council Bluffs Water Works

COUNCIL BLUFFS, IOWA — 51501

Office

2000 NORTH 25TH STREET

Mailing Address

P.O. BOX No. 309 — 51502

Board of Trustees:

MARTIN L. BROOKS, *Chairperson*

CARL L. HEINRICH

MAUREEN R. KRUSE

MICHAEL J. WALLNER

CAITLIN A. BERESFORD

CEO & General Manager & Secretary of Board

DOUGLAS P. DRUMMEY

December 4, 2020

Ms. Jodi Quakenbush, City Clerk
City of Council Bluffs (City Hall)
209 Pearl Street
Council Bluffs, IA 51503-4270

Dear Ms. Quakenbush:

Enclosed are the Water Works' Adopted Budget Certificate, Adopted Budget Summary and Resources and Requirements Detail. These documents were adopted and approved by the Board of Water Works Trustees during their regular meeting held November 17, 2020. Enclosed is a copy of the Proof of Publication of the notice for the public hearing held by the Board and the Council Communication.

Very truly yours,

Douglas P. Drummey
General Manager

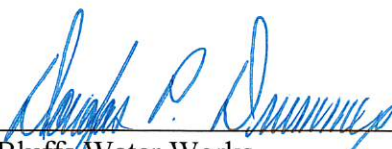
DPD/kw

Enclosures: Council Communication
Adopted Budget Certificate
Adopted Budget Summary
Resources and Requirements Detail
Proof Publication

47

Council Communication

Department: Council Bluffs Water Works Case/Project No. _____ Applicant: Board of Trustees	Resolution. _____	Council Action: <u>12/14/2020</u>
Subject Title		
Calendar Year 2021 Budget for the Council Bluffs Water Works.		
Background/Discussion		
Chapter 384.2 of the Code of Iowa, requires the Board of Water Works Trustees to submit the adopted budget to the Council. On November 17, 2020, the Board of Water Works Trustees held a public hearing and adopted the Calendar Year 2021 Budget which begins on January 1, 2021.		
Recommendation		
Respectfully request the City Council to Receive and file the Council Bluffs Water Works Budget for 2021.		



Council Bluffs Water Works
CEO & General Manager and Secretary of the Board

Mayor Signature

ADOPTED BUDGET SUMMARY

Council Bluffs Water Works
NAME OF ENTERPRISE

YEAR

2021

Calendar Year

(Specify fiscal or calendar year budget)

		Budget CY 2021	Re-Estimated CY 2020	Actual CY 2019
REVENUES & OTHER FINANCING SOURCES				
Use of Money and Property	241 (line 398)	85,000	85,000	166,046
Charges for Services	243 (line 414)	12,877,000	13,452,000	12,664,414
Miscellaneous	245 (line 416)	321,000	454,000	467,738
Operating Transfers In	247 (line 417)	277	277	307
Proceeds of Long Term Debt	248 (line 418)	87,500	3,125,000	1,663,478
Proceeds of Fixed Asset Sales	249 (line 419)	(5,000)	(5,000)	309
Total Revenues & Other Financing Sources	250	13,365,500	17,111,000	14,961,676
EXPENDITURES & TRANSFERS OUT				
Expenditures	255 (line 386)	14,336,400	16,612,000	14,682,400
Transfers Out	259 (line 387)	289	289	319
Total Expenditures & Transfers Out	260	14,336,400	16,612,000	14,682,400
Excess of Revenues & Other Sources Over (Under) Expenditures & Transfers Out				
BEGINNING Fund Balance	262 (line 390)	(970,900)	499,000	279,276
ENDING Fund Balance	263 (line 388)	5,739,178	5,240,178	4,960,902
	263	4,768,278	5,739,178	5,240,178

Council Bluffs Water Works
NAME OF ENTERPRISE

RESOURCES DETAIL

		Calendar Year 2021 <small>(specify if fiscal or calendar year)</small>	
		Budget CY 2021	Actual CY 2019
		Re-Estimated CY 2020	Actual CY 2019
Beginning Fund Balance	390	5,739,178	4,960,902
Use of Money & Property	398	85,000	166,046
Charges for Services:			
Hospital	411		
Water	404	12,877,000	12,664,414
Sewer	405		
Electric	406		
Gas	407		
Total Charges for Services	414	12,877,000	12,664,414
Miscellaneous	416	321,000	467,738
Other Financing Sources:			
Operating Transfers In	417		
Proceeds of Long Term Debt	418	87,500	1,663,478
Proceeds of Fixed Asset Sales	419	(5,000)	
Total Resources	421	19,104,678	19,922,578

REQUIREMENTS DETAIL

		Calendar Year 2021 <small>(specify if fiscal or calendar year)</small>	
		Budget CY 2021	Actual CY 2019
		Re-Estimated CY 2020	Actual CY 2019
Expenditures:			
Hospital	338		
Water	360	14,336,400	14,682,400
Sewer	357		
Electric	361		
Gas	362		
Total Expenditures:	366	14,336,400	14,682,400
Transfers Out	387		
Ending Fund Balance	398	4,768,278	5,240,178
Total Requirements	399	19,104,678	19,922,578

Proof Of Publication

State of Iowa

Pottawattamie County

I, Tom Schmitt, on my oath do solemnly that I am Publisher of the COUNCIL BLUFFS DAILY NONPAREIL, a newspaper issued DAILY and printed in said county, COUNCIL BLUFFS, IOWA.

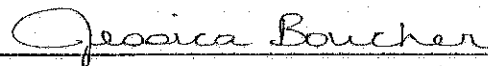
The attached notice was published in said newspaper 1 consecutive time(s) as follows:

The First publication thereof began on the 06th day of November, 2020.

Signed in my presence by the said Tom Schmitt and by her sworn to before me this 6th day of November, A.D. 2020.



Tom Schmitt
Daily Nonpareil Publisher



Jessica Boucher
Notary Public

Filed this 6th day of November, A.D. 2020.

Publication Cost: \$132.82



Customer Number: 1000921
Order Number: 0000188188

ADOPTED BUDGET CERTIFICATE

To: The Council Bluffs City Council

At a meeting of the Board of Water Works Trustees, held after public hearing as required by law, on
(Governing Board)

11/17/20, the proposed budget for Calendar Year 2021 was adopted as summarized and attached hereto.
(xx/xx/xx) (specify fiscal or calendar and year)

Telephone
Area Code (712) 328-1006

Douglas P. Drummey Board Secretary
(signature)

Address Council Bluffs Water Works, P O Box 309
Council Bluffs, IA 51502

Record of Public Hearing and Adoption of Budget:

On 11/17/20, the Board of Water Works Trustees met for the purpose of conducting
(xx/xx/xx)
a public hearing on the proposed Calendar Year 2021 budget as published. Notice of time and place of hearing
(specify fiscal or calendar and year)
had been published on 11/06/20 in the The Daily Nonpareil and the affidavit of publication was
(xx/xx/xx) (newspaper)
available to file with the City Council.

The budget estimate was considered and taxpayers and residents heard for and against said estimate were as follows:

-none-

After giving opportunity for all desiring to be heard, the Board adopted the following budget resolution:

RESOLUTION 11-36-20 ADOPTING THE BUDGET FOR CALENDAR YEAR ENDING DECEMBER 31, 2021.

BE IT RESOLVED by the Board of Water Works Trustees: The budget for Calendar Year ending 12/31/21 as set
(specify fiscal or calendar) (xx/xx/xx)
forth in the Adopted Budget Summary and in the detailed budget in support thereof showing the estimated revenues
and expenditures for said budget year is accordance with the summary and detail as adopted.

Passed and approved on, 11/17/20 by the following vote: (list names)
(xx/xx/xx)

Ayes: Carl L. Heinrich

Nays: -none-

Martin L. Brooks

Absent: -none-

Maureen R. Kruse

Michael J. Wallner

Caitlin A. Beresford

Martin L. Brooks, Chairperson

Douglas P. Drummey, Secretary

RECORDED
INDEXED
NOV 23 2020

Council Communication

Department: City Clerk
Case/Project No.:
Submitted by:

Claims
ITEM 3.K.

Council Action: 12/14/2020

Description

Background/Discussion

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
Claims, 12.14.20	Other	12/8/2020

RETURN TO: CITY OF COUNCIL BLUFFS, IOWA
ATTN: CITY LEGAL DEPARTMENT
OR CITY CLERK
209 PEARL STREET
COUNCIL BLUFFS, IA 51503

CITY CLAIM NO. 20-FD-2087

NOTICE OF CLAIM/LOSS

NAME OF CLAIMANT: Robert Vandervoort DAY PHONE: _____
ADDRESS: 2 Bluffs Tr. DOB: _____
DATE & TIME OF LOSS/ACCIDENT: 11-6-2020 11:00 AM
LOCATION OF LOSS/ACCIDENT: 907 DAK PARK RD CO. Bluffs Ia 51505
DESCRIPTION OF LOSS/ACCIDENT: Fire Truck clipped back end of my Buick Encore.

(USE BACK OF FORM, IF NECESSARY)

TOTAL DAMAGES CLAIMED: \$ 182,62
WITNESS(ES) (Name(s), Address(es), Phone No(s)): Fire Department

WAS POLICE REPORT FILED YES NO
IF MEDICAL ATTENTION WAS REQUIRED, PLEASE PROVIDE NAME, ADDRESS, AND TELEPHONE NO. OF TREATING PHYSICIAN AND FACILITY:

HAVE YOU RESUMED NORMAL ACTIVITIES? YES NO
IF YOU INCURRED PROPERTY DAMAGE, PLEASE DESCRIBE AND PROVIDE COPIES OF ESTIMATES, INVOICES, PHOTOGRAPHS, AND ANY OTHER RELEVANT INFORMATION:

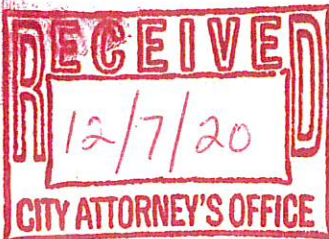
LIST INSURANCE PROVIDER AND COVERAGE: STATE FARM Full Coverage
CLAIMS # 15-13JK 52P

I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE ABOVE INFORMATION IN SUPPORT OF MY CLAIM IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

NOTE: IT IS A FRAUDULENT PRACTICE PUNISHABLE BY FINE OR IMPRISONMENT TO KNOWINGLY MAKE A FALSE CLAIM (SECTION 714.8(3) CODE OF IOWA)

12-4-2020
DATE

Robert Vandervoort
CLAIMANT'S SIGNATURE



Action by Council:
Receive & File:

Date: 12.14.20

CLERK RCVD
7 DEC '20

PM 8:01

Council Communication

Department: City Clerk
Case/Project No.: HP-20-005
Submitted by: Christopher N. Gibbons, AICP,
Planning Manager

Ordinance 6433
ITEM 4.A.

Council Action: 12/14/2020

Description
Ordinance to amend the zoning map as adopted by reference in section 15.02.070 by designating the property legally described as Lots J, K, L and M, Auditor's Subdivision, of Block 6, Mynster's Addition, and Block 2, Bayliss 1st Addition as a local historic landmark. Location: 530 West Broadway. HP-20-005

Background/Discussion
See attached staff report.

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
Case #HP-20-005 Staff Report	Other	11/13/2020
Attachment A - Letter of Intent	Letter	12/3/2020
Attachment B - Location and Zoning Map	Map	11/13/2020
Attachment C - Letter of Support	Letter	11/13/2020
Attachment D - Online Petition Results	Other	11/13/2020
Public Hearing Notice	Other	11/13/2020
Ordinance 6433	Ordinance	11/17/2020

City Council Communication

<p><u>Department:</u> Community Development</p> <p>CASE #HP-20-005</p> <p><u>Owner/Applicant:</u> Pottawattamie County Development Corp d/b/a The 712 Initiative c/o Sheryl Garst 1228 S. Main Street Council Bluffs, IA 51503</p>	<p>Ordinance No. _____</p>	<p>City Council, First Reading: 11/23/2020</p> <p>City Council, Second Reading: 12/14/2020</p> <p>City Council, Third Reading: 01/11/2021</p> <p>Planning Commission Mtg: 11/10/2020</p> <p>Historic Preservation Mtg: 10/7/2020</p>
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Subject/Title

Request: Public hearing on the request of The 712 Initiative for local historic landmark designation of property legally described as Lots J, K, L and M, Auditor’s Subdivision, of Block 6, Mynster’s Addition, and Block 2, Bayliss 1st Addition, City of Council Bluffs, Pottawattamie County, Iowa, and being commonly known as the 500 Block of West Broadway.

Location: 530 West Broadway

Background

Pottawattamie County Development Corporation d/b/a The 712 Initiative has submitted a request to designate property commonly known as the 500 Block of West Broadway as a historic local landmark site. The subject property is addressed as 530 West Broadway and is located on the northwest end of Council Bluffs historic commercial core. The buildings that comprise the proposed landmark site were originally built as four individual two-part commercial block buildings (530, 534, 536, and 538 West Broadway) in the late nineteenth to early twenty century. Historically, the site has been utilized by a variety of commercial uses such as: Blue Ribbon Saloon, Wilcox Flowers, Eve’s Bakery, the Iowa Clothes Shop, EQ School of Hair Design, and now represent the few extant historic structures located along the 500 Block of West Broadway.

In 2018, the applicant purchased 530 West Broadway and the adjacent property to the north (12 Scott Street) for the purpose of rehabilitating and adaptively re-using both properties as multi-family residential and/or mixed-use commercial/residential structures. They are requesting to designate 530 West Broadway as a local landmark site in order to preserve the few remaining historic properties along the 500 Block of West Broadway, and to make the property eligible for historic tax credits, which will be used to help finance the costs of their adaptive re-use projects.

LOCAL LANDMARK DESIGNATION PROCEDURE

The Historic Preservation Commission shall follow the procedures stated in Section 16.07.020 of the Municipal Code when designating a landmark, landmark site, or historic district. Typically, the Commission hears a request for a Local Historic Landmark designation concurrently with a National Register Nomination, which requires review and comments from the State Historic Preservation Officer. However, in this case, the applicant is only seeking a local historic landmark site designation for the subject property; therefore the designation request is not required to be reviewed by the State Historic Preservation Office, according to Iowa Code. The Historic Preservation Commission’s recommendation will then be forwarded to the City Planning Commission who will consider the request in the same manner as a rezoning. The Planning Commission shall

forward their recommendation to the City Council. The City Council will consider the recommendation of both City Commissions and make a decision. The designation will become effective at the time of determination.

The tentative review schedule is as follows:

- City Historic Preservation Commission: 11/10/2020
- City Planning Commission: 11/10/2020
- City Council first consideration: 11/23/2020
- City Council second consideration: 12/14/2020
- City Council third consideration: 01/11/2021

ROLE OF THE HISTORIC PRESERVATION COMMISSION

The Historic Preservation Commission typically hears a request for Local Landmark designation concurrently with a National Register Nomination request. However, in this case, the applicant is only seeking a local landmark site designation due to the extensive interior and exterior renovations that have occurred to the buildings over time, which made it unlikely to be listed on the National Register of Historic Places list. Included with this report is a letter of intent along with a National Register of Historic Places Registration Form, prepared by a consultant at the request of the owner, for the Commission to review (see Attachment A).

When considering a local landmark site designation, the Commission must use the following criteria as listed in Section 16.07.005 of the Municipal Code to evaluate the request.

1. If it has historical or cultural importance, having significant character, interest or value, as part of a development, history or cultural characteristics of the city, state, or nation;
2. If it is associated with the life of a person significant in the past;
3. If it is the site of a significant historical event;
4. If it exemplifies or reflects a cultural, political, economic, social or historic heritage of the city, state, or nation;
5. If it has potential for yielding information or archeological significance;
6. If it embodies distinctive elements of an architectural or an engineering type, style, materials or method of construction;
7. If it is representative of the notable work of a master builder, designer or architect whose individual genius influenced the city, state or nation;
8. If it represents an established or familiar visual feature of the neighborhood, community or city due to its unique location or singular physical characteristics;
9. If it has geographical importance by being part of or related to a square, park or other distinctive area and should be developed or reserved according to a plan based on an historic, cultural or an architectural motif;
10. If it has a relationship to a landmark, landmark site or historical district;
11. If it has integrity as a natural environment that significantly contributes to the quality of life in the City.

Based on the information stated in the submitted nomination forms the Community Development Department is of the opinion that the subject site demonstrates the following local designation distinctions as listed above: #1, #6 and #8.

The consultant that prepared the National Register of Historic Places Registration Form found that Criteria 'A' applied to the property. The consultant provided the following statement of significance:

The four bays that today comprise 530 West Broadway were constructed as four separate buildings. Historically, the buildings were addressed as 530, 534, 536, and 538 West Broadway.

They were all constructed in the late nineteenth to early twentieth centuries. This period of significance extends from 1885 to 1977, the estimated year of earliest construction to the year that the exteriors and interiors were modernized and unified. Several locally well-known, long-lasting businesses occupied the individual bays prior to 1977. The building is local significant under Criterion A, as representative of a commercial building within the Council Bluffs historic downtown.

Criteria A: Property is associated with events that have made a significant contribution to the broad patterns of our history.

PLANNING AND ZONING REVIEW

The subject property is zoned C-4/Downtown Business District and is surrounded by like zoning to the north, south, east, and west (see Attachment B). Existing land uses in the general vicinity of the request include a mixture of professional offices, financial institutions, a restaurant, and City-owned parking lots/open space. The future land use plan of the Bluffs Tomorrow: 2030 Comprehensive Plan designates the subject property as Downtown/Mixed-use. Furthermore, the following vision, goals, and objectives from the Bluffs Tomorrow: 2030 Comprehensive Plan apply to the applicant's proposed mixed-use project and local historic designation request:

Neighborhood & Housing

Goal – Enhance and maintain the City's neighborhoods to provide the housing, character, and supporting amenities to retain and attract residents to Council Bluffs

Objective #7: Encourage new housing in Downtown through the rehabilitation of historic buildings.

Commercial Areas

Goal – Strengthen the City's commercial areas to better meet the daily needs of Council Bluffs residents, attract patrons from beyond Council Bluffs, and create a positive image.

Objective #4: Continue the revitalization of downtown as guided by the 2003 Downtown Plan and the recommendations of the Comprehensive Plan.

History & Identity

Goal – Recognize, preserve and build upon Council Bluffs' unique history and character by instilling local community pride and defining the way the community is perceived throughout the region, state and country.

Objective #1: Encourage participation in Council Bluffs local landmark designation program.

In general, the applicant's request to designate the subject property as a Local Historic Landmark site is consistent with Bluffs Tomorrow: 2030 Comprehensive Plan.

Comments

CITY DEPARTMENTS & UTILITY PROVIDERS COMMENTS

All City Departments and local utilities were notified of the proposed local historic landmark site designation request. The following comments were received:

- Council Bluffs Permits and Inspections Division stated the subject property is located within a floodplain and that the historic designation must be made by a federally certified local historic preservation board, as per the Iowa Floodplain Management manual. In response to this comment, the Community Development Department contacted Iowa State Historic Preservation Office and received written confirmation that the Council Bluffs Historic Preservation Commission is considered a "federally certified local historic preservation board" as they participate in the Certified Local Government Program for historic preservation, which is administered by the United States National Park Service.
- Public Works Department stated they have no comments for the request.

- Fire Department stated they have no comments for the request.
- Parks and Recreations Department stated they have no comments for the request.
- Council Bluffs Water Works stated they have no comments for the request.

NEIGHBORHOOD RESPONSE: All property owners located within 200 feet of the proposed site were notified of the nomination request along with the place/date/time when the Historic Preservation Commission and City Planning Commission would hold a public hearing on the matter. Additionally, copies of the complete nomination request were made available for public review in the Council Bluffs Community Development Department. No public comments or inquiries were received for the request.

The applicant provided the City with a letter of support from the Historical Society of Pottawattamie County and a copy of the responses they received from an online social media petition in support of the proposed local historic designation request. These documents are included with this staff report as Attachment C & D.

PUBLIC HEARING – HISTORIC PRESERVATION COMMISSION – October 7, 2020

The following individuals spoke in favor of the request:

1. Sheryl Garst, CEO, The 712 Initiative, 1228 S. Main Street, Council Bluffs, Iowa
2. Caitlin Benton, Alley Poyner Macchietto Architecture, 1516 Cuming Street, Omaha, NE 68102
3. Christopher Gibbons, Planning Manager, City of Council Bluffs.

No one appeared in opposition.

HISTORIC PRESERVATION COMMISSION RECOMMENDATION

The Historic Preservation Commission:

1. Concurs with the Community Development Department that 530 West Broadway, commonly referred to as the 500 Block of West Broadway, is historically significant based on Criteria ‘A’ of the National Register of Historic Places and criteria #1, #6, and #8 in Section 16.07.005, *Procedure* of the Municipal Code (Historic Preservation) and is eligible for designation as a local historic landmark site; and
2. Transmits that determination to the City Planning Commission for review and forward to the Mayor and City Council for approval.

VOTE: AYE 5 NAY 0 ABSTAIN 0 ABSENT 1 VACANT 1 Motion carried.

Recommendation

The Community Development Department recommends the City Planning Commission find the property located at 530 West Broadway, commonly referred to as the 500 Block of West Broadway, historically significant based on the local designation criteria #1, #6, and #8 as per Section 16.07.005, *Procedure* of the Municipal Code (Historic Preservation), and also find the property historically significant based on Criteria ‘A’ of the National Register of Historic Places, and recommends designation as a local historic landmark site to the City Council.

Public Hearing

Staff speaker for the request:

1. Christopher Gibbons, Planning Manager, City of Council Bluffs, 209 Pearl Street, Council Bluffs, IA 51503

Speakers in favor:

1. Sheryl Garst, CEO, The 712 Initiative, 1228 S. Main Street, Council Bluffs, Iowa

Speakers against: None

Planning Commission Recommendation

The City Planning Commission recommended the property located at 530 West Broadway, commonly referred to as the 500 Block of West Broadway, be considered historically significant based on the local designation criteria #1, #6, and #8 as per Section 16.07.005, *Procedure* of the Municipal Code (Historic Preservation), and also found the property historically significant based on Criteria ‘A’ of the National Register of Historic Places, and recommended designation as a local historic landmark site to the City Council.

VOTE: AYE - Bass, Halm, Haner, Holm, Rater, Scott, Stroebele, and VanHouten NAY - None
ABSTAIN - Rew ABSENT – Danielsen and Hutcheson VACANT - None Motion: Carried

Attachments

Attachment A: Letter of intent and National Register of Historic Places nomination

Attachment B: Zoning/location map

Attachment C: Letter of support from the Historical Society of Pottawattamie County

Attachment D: Online social media petition in support of the proposed local historic designation request.

Prepared by: Christopher N. Gibbons, AICP, Planning Manager

THE 712 INITIATIVE

December 2, 2020

Christopher Gibbons
Community Development Department
City of Council Bluffs
209 Pearl Street
Council Bluffs, IA 51503

RE: 500 Block West Broadway Historic Landmark Period of Significance

Dear Chris,

Thank you for meeting with us today. As we discussed, based on our recent preliminary meeting with the State Historic Preservation Office regarding the nomination it was determined to clarify the period of significance for these four properties. We would like to amend the end date of 1977 to 1975, the last year the four businesses occupied the space. This change clarifies our true intent of the nomination: to reflect the four turn of the century buildings and uses for the local nomination as well as to improve the buildings back to the original architecture.

Please see attached amended nomination with this slight technical change. As always, if you have any questions, please feel free to contact me at 712-396-2464 or at sgarst@the712initiative.org.

Sincerely,



Sheryl Garst
CEO

United States Department of the Interior
National Park Service

National Register of Historic Places Registration Form

This form is for use in nominating or requesting determinations for individual properties and districts. See instructions in National Register Bulletin, *How to Complete the National Register of Historic Places Registration Form*. If any item does not apply to the property being documented, enter "N/A" for "not applicable." For functions, architectural classification, materials, and areas of significance, enter only categories and subcategories from the instructions. **Place additional certification comments, entries, and narrative items on continuation sheets if needed (NPS Form 10-900a).**

1. Name of Property

historic name 500 Block of West Broadway

other names/site number Blue Ribbon Saloon, Wilcox Flowers, Eve's Bakery, Iowa Clothes Shop

Name of Multiple Property Listing _____

(Enter "N/A" if property is not part of a multiple property listing)

2. Location

street & number 530 W. Broadway (formerly 530/534/536/538 W. Broadway) not for publication

city or town Council Bluffs vicinity

state Iowa county Pottawattamie zip code 51503

3. State/Federal Agency Certification

As the designated authority under the National Historic Preservation Act, as amended,

I hereby certify that this ___ nomination ___ request for determination of eligibility meets the documentation standards for registering properties in the National Register of Historic Places and meets the procedural and professional requirements set forth in 36 CFR Part 60.

In my opinion, the property ___ meets ___ does not meet the National Register Criteria. I recommend that this property be considered significant at the following level(s) of significance: ___ national ___ statewide ___ local

Applicable National Register Criteria: ___ A ___ B ___ C ___ D

Signature of certifying official/Title: Deputy State Historic Preservation Officer Date _____

State Historical Society of Iowa
State or Federal agency/bureau or Tribal Government

In my opinion, the property ___ meets ___ does not meet the National Register criteria.

Signature of commenting official Date _____

Title _____ State or Federal agency/bureau or Tribal Government

4. National Park Service Certification

I hereby certify that this property is:

___ entered in the National Register ___ determined eligible for the National Register

___ determined not eligible for the National Register ___ removed from the National Register

___ other (explain:) _____

Signature of the Keeper Date of Action _____

500 Block of West Broadway
Name of Property

Pottawattamie County, Iowa
County and State

5. Classification

Ownership of Property
(Check as many boxes as apply.)

- private
- public - Local
- public - State
- public - Federal

Category of Property
(Check only **one** box.)

- building(s)
- district
- site
- structure
- object

Number of Resources within Property
(Do not include previously listed resources in the count.)

Contributing	Noncontributing	
4		buildings
		site
		structure
		object
4	0	Total

Number of contributing resources previously listed in the National Register: 0

6. Function or Use

Historic Functions
(Enter categories from instructions.)

COMMERCE/TRADE: Business; Specialty
Store; Department Store; Restaurant
SOCIAL: Meeting Hall

Current Functions
(Enter categories from instructions.)

VACANT

7. Description

Architectural Classification
(Enter categories from instructions.)

LATE 19TH AND 20TH CENTURY REVIVALS

Materials
(Enter categories from instructions.)

foundation: BRICK
walls: BRICK
roof: ASPHALT
other: STONE

500 Block of West Broadway

Pottawattamie County, Iowa

Name of Property

County and State

Narrative Description

Summary Paragraph (Briefly describe the current, general characteristics of the property, such as its location, type, style, method of construction, setting, size, and significant features. Indicate whether the property has historic integrity.)

The four buildings that today comprise 530 W. Broadway were built as four individual two-part commercial block buildings, 530 W. Broadway, 534 W. Broadway, 536 W. Broadway, and 538 W. Broadway. They were combined into a single use in 1977 and their addresses joined into one, 530 W. Broadway. They are the only extant buildings within the 500 block of West Broadway, bound by Main Street at the east and 6th Street at the west, dating from the late nineteenth and early twentieth centuries. The 500 block of West Broadway is located at the northwest end of Council Bluff's historic commercial core. Their historically separate uses can be seen from the exterior, specifically at the south, where each historic building is delineated from another by façade composition, architectural detailing, and wall height. At the interior, the demising walls running north-south that originally separated the four buildings have been restructured, allowing circulation through the entirety of the conjoined building mass.

NOTE: When the physical description has a heading including "530 W. Broadway" it is referring to the singular historic building associated with that street address, not the contemporary 530 W. Broadway conglomerate in its entirety.

Narrative Description (Describe the historic and current physical appearance and condition of the property. Describe contributing and noncontributing resources if applicable.)

EXTERIOR

The changes made on the interior of the historic buildings is rendered visibly on the first floor of the south and east facades. Today, a non-historic beige wall panel wraps the near entirety of the first floor on the south and east facades. Above, a dark brown brick belt separates the now visually unified first floor from the four independent façades above. At the upper levels, much of the original features remain to distinguish each building from one another, although all the brick and stone was painted, and windows changed for a more cohesive appearance.

For the sake of clarity and general accessibility the physical description of this property will make distinctions along the north and south facades using the original street addresses above the first floor. This is done to ensure proper attention is given to each instance of architectural detailing and will provide a clear base of reference between the different architectural styles.

SOUTH FAÇADE

Most notable on the south side is the ability to delineate where the contemporary 530 W. Broadway conglomerate was historically split into four independent buildings. Moving from east to west, the street address of each independent building was 530, 534, 536, and 538, respectively. As mentioned in the overview paragraph, the appearance of the independent facades, above the first floor, will be described making references to these street numbers for the sake of clarity in describing the different architectural styles present. The first floor will be described almost independently from the above building stories.

FIRST FLOOR

The first floor has been modified heavily since the transition from four independent buildings to the contemporary 530 W. Broadway conglomerate in 1977. Where the first level used to be represented by individual storefronts with their own architectural stylings associated by street address, now the first floor is unified by use of faux standstone wallboard across the near entirety. The wall board is installed in panels of consistent width and are between 8-9' tall. Located directly above the wallboard is a dark brick belt course. The brick work is primarily stretcher bond, while the top and bottom rows are a slightly recessed vertical soldier bond. On the west end of the façade are two large horizontally aligned windows. One window is

500 Block of West Broadway

Pottawattamie County, Iowa

Name of Property

County and State

roughly centered beneath 538 W. Broadway and the other is roughly centered beneath 536 W. Broadway, skewed slightly towards the east. The top extents of both windows are flush with the horizontal brick belt course. The windows are recessed roughly ~18 inches from the finish surface of the wall board. An angled brick sill spans the entirety of the window width and slopes so that it meets flush with the surface of the wall board. The windows are square in proportion. Flanking each primary window, at a slight convex angle, are slender vertical glass panels. The dramatic brick sill and slender glass panels give the primary windows the effect of being "recessed" into the new unified first level façade. At the corner of Broadway and Scott, beneath the brick belt course the façade recedes at a 45-degree angle. The brick belt course continues beyond the opening for roughly ~15 feet. The load of the brick work is carried by two rectangular columns, one on the south façade and the other along the east façade. The south column is centered relative to the negative space beneath the brick course. Where the first level recedes beneath the brick belt course the wall type changes to a glass storefront system. There is a singular full height glass storefront panel on the primary south façade outside of the recess. The primary entrance fits into the storefront system and is centered along the 45-degree wall.

BUILDING 1 - 530 W. BROADWAY

530 W. Broadway is the eastern most building, with visible facades at the corner of Broadway and Scott Streets, is the most prominent portion. This is visually discerned through two primary architectural strategies. First, the historic 530 W. Broadway is roughly 6-8' taller than the other buildings that make up the conglomerate. The additional height of 530 W. Broadway is distributed to the second and third floors, and as a result has a fenestration pattern independent of the regulating lines found across the neighboring buildings. Second, the edge between the south and east façade of the 530 W. Broadway building has been chamfered creating an additional façade that fronts the intersection of Scott and Broadway. The chamfered corner not only makes the building more distinct in footprint, but the slender façade serves as a transitional element that ties the south and east facades together creating a unified reading and subsequently larger impression of the two facades. The second and third levels of the south façade of the 530 building retain elements influenced by Beaux Arts Classicism. The Beaux Arts influenced details are reliefs, as opposed to freestanding. The upper levels are dressed in painted brick with painted stone trim and ornament.

At the base of the second level, a stone belt course runs along the entire facade. Above the belt course are two rusticated pressed brick pilasters. Centered between the pilasters are two vertically aligned window openings, containing non-historic windows. The window openings are framed by angled multi-band brick trim. Each window is crowned with a wedge-shaped keystone. Between the third floor and the cornice, a stone belt course runs across this façade and continues onto the Scott Street side. Above the belt course is a minimal pediment with no significant architectural detailing. Atop the pediment is an ornate cornice that projects between eighteen inches to two feet from the surface of the base wall. The cornice is formed by two bands or rectilinear corbelling and a continuous band of molded trim.

Visible from the south is the chamfered corner façade previously mentioned. The surface of the wall is less pronounced in its architectural detailing. The window openings are horizontally aligned with those on the true south façade and vertically aligned amongst themselves. Both openings contain non-historic single panes of glass. The second-floor window has a painted slender stone sill. Above the window is capped by a flush flat arch and a protruding wedge-shaped keystone. The third level window has distinct profile, rectangular with a semicircular arched top. The window has a pronounced sill that includes a molding sweep. The third-floor window is framed by two layers of angled, soldier course bricks, like that used on the south facade. Independent above the third level window, the belt course continues from the south façade. The wall has a similar pediment before the ornate cornice. The cornice is detailed in the same fashion on the chamfered portion of the wall as the true south façade.

BUILDING 2 - 534 W. BROADWAY

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534 W. Broadway is the second building west of the corner of Broadway and Scott Streets. The transition from the 530 building to the 534 building is signified by two factors. First, the 534 building is roughly six to eight feet shorter than the adjacent 530 building. One result of the smaller height is the lower placement of second and third floor windows relative to the 530 building. Second, the extents of 534 building are demarcated by pilasters with unique head detailing, dissimilar in style and aesthetic from both the adjacent 530 building and the 536 building.

Most of the façade is relatively unadorned, with all the notable architectural detailing happening on the east-west edges and the top edge of the building. The fenestration pattern compliments the simplistic detail with a hierarchical window arrangement. Emphasis is created in the center of the building with a larger window type across both the second and third floors. The central windows are roughly one third larger than the windows that flank either side. The lower band of windows are situated so that their sill is flush with the brick belt course below (described previously as a part of the first floor). Each window has an angled, soldier course painted brick sill. Each second-floor window has a distinct stone head that abuts the adjacent, so a continuous horizontal band is formed between the two pilasters that separate the 534 building. The third level windows are vertically aligned with the windows and are taller than the second-floor windows. The central window has a simplified stone sill that is flush with the extents of the window opening. The two distal windows sills are more pronounced and have curvilinear embellishments. Each window is capped with a stone header. Compared to the second floor, the stone headers are narrower and do not continue to the pilasters at the extents of the building. Above the third level windows is an ornate cornice with geometric and curvilinear elements. Four ornate consoles are positioned equidistant across the width of the building and vertically align with divisions in the fenestration pattern and the pilasters. The consoles are the primary element of the cornice. The architectural detailing of the consoles emphasizes rectilinear qualities using pronounced edges, rectilinear reliefs, and convex curves. The two central consoles have a multipoint star carving and the distal consoles include a relief carving of a bird. Between each console is a series of corbels, curved dentils, geometric modillions.

BUILDING 3 – 536 W. BROADWAY

536 W. Broadway is the third building west of the corner of Broadway and Scott Streets. The building employs Neoclassic elements. The 536 building is differentiated from the neighboring buildings by the parapet height. The building height exceeds both adjacent buildings by approximately two feet.

Most of the façade is relatively unadorned below an ornate cornice. The building creates horizontal emphasis of internal levels using pronounced trims on the exterior. The second-floor windows are aligned so the brick windowsills are flush with the continuous brick belt course of the unified 530 W. Broadway conglomerate. The top of each window opening has a segmental arch with rectilinear window frames. Resting atop the flat arches is a pronounced architrave that connects all three windows and terminates just beyond the outer extent of the window grouping, creating horizontal emphasis. The third-floor windows align vertically with the second-floor windows. The windows are taller than the second-floor windows. The third-floor window openings also have a segmental arch with rectilinear window frames. A continuous stone sill at all three third-story windows terminates just beyond the outer extents of the distal windows. Each third-floor window has a flat arch similar in size and proportion to those found above the second story windows. The flat arches of the third-floor windows visually connect to a decorative frieze with curvilinear and natural relief elements. Above, a continuous band of rectilinear corbelling supports a multi-layered cornice detail. The parapet of the 536 building is unadorned and is terminated by stone parapet caps four feet above the decorative multi-layered cornice.

BUILDING 4 – 538 W. BROADWAY

538 W. Broadway is the fourth building from the corner of Broadway and Scott Streets. The building has an enframed window wall. The façade of 538 is unique from the other facades in that it employs a radically

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different motif than the previously described facades. There is a singular large opening, subdivided by a spandrel panel at the floor division. The entirety of the grouping is surrounded by a continuous brick trim. The brickwork is dressed in a distinct checkerboard brick pattern. The checkerboard effect is achieved by utilizing bricks with a portion of the surface roughened to give the illusion of an additional color. The pattern wraps from edge around to the top and back down the edge and reinforces the simple brick trim used to surround the window.

The lower extents of the second-floor window grouping are flush with the brick belt course below. The window group shares one continuous soldier course brick sill. Vertical mullions subdivide the window grouping into three smaller windows. The distal windows are roughly half the width of the central window. On the second level the distal windows are divided vertically as well. The second floor and third floor window groupings are separated by a singular spandrel panel. The third-floor windows are slightly taller than the second-floor windows. The third-floor window group shares the same general division as the second floor. Both the second floor and third-floor windows and spandrel panel are enframed by two courses of brick trim. The inner course is composed of full width bricks. Where the vertical courses transition to horizontal, a large 45-degree joint is made. The outer band is composed of bricks oriented to expose the narrow face. The outer band protrudes farther than the inner band and further emphasize the framing effect. Both bands of brick trim utilize the same technique of roughing the brick surface to give the illusion of two different hues. This effect is used in this instance to create additional lines within the trim. A singular large wedge-shaped keystone sits above the third-floor windows. Atop the parapet is a minimal stone fillet cap.

WEST FAÇADE

The west façade is only visible at the 538 building and has little architectural expression. The 1928 Sanborn map indicates that another retail bay shared a demising wall with the 538 building. Today that wall is composed of common brick with a beige-colored cementitious coating and stone parapet cap. The wall is highest at the southern end indicating three stories. Roughly 50-60 feet from the southern edge, the parapet crowsteps down, before continuing to the northern extent of the west façade. The northern extent of the subsequent buildings (536, 534, 530) do not align with the 538 building.

NORTH FAÇADE

The delineation between the four historic buildings that comprise the contemporary 530 W. Broadway conglomerate is also very notable on the north façade. Moving from west to east, the street address of each independent building was 538, 536, 534, and 530, respectively. The north façades differ from the south facades in that there is little in terms of architectural detail since the north façades abut an alley. The north façades will be described referring to street numbers, much like the south façades.

BUILDING 4 – 538 W. BROADWAY

The north façade of 538 W. Broadway is subdivided into two vertical surfaces, illustrating the multiple programmatic uses the building had when built. The exterior wall of the third story is set back roughly 40-50 feet from the exterior face of the first and second stories. The first and second story of the north exterior wall is constructed of common bricks painted brown. The fenestration pattern is regular and aligns across the first and second floor. On the first floor a door is centered within the width of the 538 building, with small square windows spaced equidistant on either side of the door. A band of soldier course brick surrounds the door frame. The threshold of the door is lower than the finish surface of the alley and a small concrete ramp provides accessibility. The first-floor windows have been infilled using different sized masonry. The second floor maintains the relative fenestration on the first floor, but changes proportions of openings. The second-floor windows are taller compared to the square windows present on the first floor, roughly twice the height. The second-floor windows have been infilled with a different type of brick than the first floor. There are no visible openings at the third story. The entire surface is treated with a red-orange painted stucco.

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BUILDING 3 – 536 W. BROADWAY

The north façade of the 536 W. Broadway building protrudes an additional 8-12 feet beyond the 538 W. Broadway building. The north façade of the 536 building can be subdivided into two parts. The first part is the wall that abuts the alley. This first-story wall surface abuts the alley and is roughly eight feet tall constructed of common brick, with stucco covering various areas. There are three openings equally distributed horizontally. The westernmost opening is a metal door, the remaining two are rectangular windows vertically aligned with the head of the door. The second story aligns with the upper wall of the 538 building. The roof between the lower northern wall and upper northern wall has various mechanical equipment mounted to it. This top portion of the wall is treated with the same painted stucco as the upper wall of the 538 building.

BUILDING 2 – 534 W. BROADWAY

The north wall of 534 W. Broadway building aligns with the north wall of the 536 building. The first story is roughly ten feet tall, constructed of common brick, with a metal parapet cap. There are no openings visible on the wall, either existing or infilled. The surface of the north wall is capped on either side by parapet extending roughly 8-12 inches on the west side and two-to-three feet on the east side. The parapet on the east side is the brick belt course visible on the south and east facades. The second story aligns with the upper wall of the 536 and 538 buildings. The roof between the lower wall and upper wall has various mechanical equipment mounted to it. This top portion of the wall is treated with the same red-orange hue stucco as the 536 and 538 buildings' upper wall. There are no visible openings on the top section of wall.

BUILDING 1 – 530 W. BROADWAY

The first-floor level of the north façade of the 530 building is a single story in height and it abuts the alley. The lower portion of the wall is finished with beige stucco. Above the stucco, there is the dark brick belt course. The belt course is primarily composed of brick laid in a stretcher bond, while the top and bottom rows are a slightly recessed vertical soldier bond. Near the east extent of the first level the wall below the belt course recedes at a forty-five-degree angle. The brick belt course continues over the lower portion of the wall creating a recessed entry. The brick work is supported by a large square column dressed in beige wall board. The angled wall is constructed of a similar store front system as the one seen at the intersection of the south and east façade. The second and third stories of the building are offset from the alley approximately 15-20 feet faced with red-orange hue stucco. The roof above the single-story has mechanical equipment mounted to it. There are no visible openings at the second and third floor levels. Visible at the east edge of the wall is the detailed cornice and brick work.

EAST FAÇADE

The east façade of 530 W. Broadway showcases a similar level of attention paid to the architectural detailing and expression as the south façade of the 530 building. Like the entirety of the south façade, the first level of the east façade has been modified extensively since construction. This is most apparent on the north extent of the east façade, where the first level continues beyond what is identified as the original/primary building mass. Historically, there was a shorter building mass on the north face of the 530 building, but since it is aesthetically unified with the entire first level, it creates a different compositional reading of the east façade. Where the first level extends beyond the primary historic building mass, there is a recessed entry made at a 45-degree angle. The brick belt course continues beyond the entry and is supported by a large rectangular column. The angled entry wall is simple storefront system. The top levels of the primary historic building mass retain their architectural detailing.

The second and third levels of the 530 building are influenced by Beaux Arts Classicism and retain much of the historic detailing. The Beaux Arts influenced details are reliefs as opposed to freestanding. The entirety of the upper stories is dressed in a painted brick. The east façade is subdivided into three bays, the central bay is the largest and the two bays that flank it are much narrower. The two distal bays employ the same details as those seen on the south façade of the 530 building. At the base of the second level of the wall is a stone

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belt course. Above the belt course are two rusticated pressed brick pilasters. Centered between the pilasters are two vertically aligned window openings. Each window opening contains two non-historic windows. The window openings are enframed by multiband brick trim. Each window is crowned with a wedge-shaped keystone. Between the third floor and the cornice a stone belt course runs across the entirety of the east facade. Above the belt course is a minimal pediment with no significant architectural detailing. Atop the pediment is an ornate cornice that projects approximately 18-24 inches from the surface of the base wall. The cornice is formed by two bands or rectilinear corbelling and a continuous band of molded trim.

The central bay of the east façade is less pronounced in its architectural detailing and is roughly three times as wide as either flanking bay. The central bay has two bands of windows horizontally aligned with the windows in the distal bays, and vertically aligned across floors creating a gridded symmetrical character of the building. The second and third floor windows of the central bay are articulated with only a single pane of glass. The second-floor windows do not have an independent sill, they rest just above the stone belt course that runs across the entirety of the east facade. Above, the second-floor windows are capped by a flush flat arch and a protruding wedge-shaped keystone. The third level windows share a distinct profile, predominantly rectilinear but with a semicircle arched top. The third level windows have pronounced, independent sills that include a molding sweep. The windows are framed by two layers of angled, soldier course bricks. Unconnected above the third level windows, the belt course continues from the two distal bays. The wall has a similar pediment before the ornate cornice. The cornice is detailed in the same fashion on the chamfered portion of the wall as the true south façade.

Post 1976 Alterations

Prior to 1976, the individual buildings underwent minor alterations over the years. Known exterior and interior alterations are described below in the Narrative Statement of Significance. Between 1976 and 1977, the buildings were altered the most dramatically when they were combined into a single use, as the Iowa Clothes Shop.

In 1976, in response to urban renewal efforts than taking place in downtown Council Bluffs, the owner of Iowa Clothes Shop, Pete Lee, undertook a renovation and expansion of his store into all four bays (530, 534, 536, 538 W. Broadway).¹ At the interior, large connections were made so the four bays could more functionally serve their new, collective purpose. Modernization efforts at the exterior mostly focused on the storefront level, removing the existing storefronts, windows and brick and adding a new brick belt course above faux sandstone wallboard and storefront to give this level a more uniform appearance. Access to the entire building was now provided by a new main entrance at the corner of Broadway and Scott, and a side entry at the rear of the building, on Scott Street.

The early twentieth century ornamentation at the upper levels of all four facades was left mostly intact, including cornice detailing, stone windowsills, stone keystones, stone bases, and brick pilasters. All surfaces at the upper levels were painted and the windows were replaced within the existing openings. The most modified upper level façade was that at 538 W. Broadway, which previously had a double height opening between the second and third storied containing windows surrounding a curved pediment flanked by two small square panels with diamond details. A stone sill ran beneath the opening, separating the upper stories from the storefront. The windows and ornamentation were removed from the opening and new windows were added at both levels. The stone sill was also removed and replaced by the expanse of brick that runs along the top of the storefront levels. The other most notable modification, done either during this renovation or at an unknown later date, was the removal of the two-story portion at the rear of the corner bay, facing Scott Street.

¹ *Daily Nonpareil*, "Iowa Clothes plans expansion," March 14, 1976.

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The renovation was complete by September 1977 and the buildings were thereafter known collectively as 530 W. Broadway. Pete Lee, and Iowa Clothes Shop, received praise for the work and was even given an award, the Pine Tree Award, by the organization Operation Pride. Lee and the store were the first to receive the award in over two years. In accepting the award, Lee said he hoped his efforts would “serve as an example to take price” in Council Bluffs.²

Figure 1: The renovated and combined 530 W. Broadway in 1978. Courtesy of Richard Warner and Pottawattamie County Historical Society (PCHS).

By 1990, Iowa Clothes Shop boasted that it was the largest men’s clothier in southwestern Iowa.³ In 1996, Pete Lee took his own life and the store closed. At the time, Lee’s family said that while sales were still good, none of them had the retail experience to continue the business. At the time of its closure, it was one of the last remaining storefronts in downtown Council Bluffs, which less than one hundred years before had bustled with the activity of people and commerce.⁴

The building was more recently used by a beauty school, EQ School of Hair Design. They moved to another location in 2018. Today the building sits vacant.

² *Daily Nonpareil*, “Iowa Clothes honored,” September 28, 1977.

³ *Daily Nonpareil*, “Iowa Clothes Shop grows to largest men’s clothier,” April 29, 1990.

⁴ *Daily Nonpareil*, “Iowa Clothes closing its doors,” June 26, 1996; *Daily Nonpareil*, “Bluffs will miss landmark business,” June 27, 1996.

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8. Statement of Significance

Applicable National Register Criteria

(Mark "x" in one or more boxes for the criteria qualifying the property for National Register listing.)

- A Property is associated with events that have made a significant contribution to the broad patterns of our history.
- B Property is associated with the lives of persons significant in our past.
- C Property embodies the distinctive characteristics of a type, period, or method of construction or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.
- D Property has yielded, or is likely to yield, information important in prehistory or history.

Criteria Considerations

(Mark "x" in all the boxes that apply.)

Property is:

- A Owned by a religious institution or used for religious purposes.
- B removed from its original location.
- C a birthplace or grave.
- D a cemetery.
- E a reconstructed building, object, or structure.
- F a commemorative property.
- G less than 50 years old or achieving significance within the past 50 years.

Areas of Significance

(Enter categories from instructions.)

COMMERCE

Period of Significance

1885-1977 1975

Significant Dates

c. 1885, 1903

Significant Person

(Complete only if Criterion B is marked above.)

Cultural Affiliation (if applicable)

Architect/Builder

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Statement of Significance

Statement of Significance Summary Paragraph (Provide a summary paragraph that includes level of significance, applicable criteria, justification for the period of significance, and any applicable criteria considerations).

The four bays that today comprise 530 W. Broadway were constructed as four separate buildings. Historically, the buildings were addressed as 530, 534, 536, and 538 W. Broadway. They were all constructed in the late nineteenth or early twentieth centuries. The period of significance extends from 1885 to 1977, the estimated year of earliest construction to the year that the exteriors and interiors were modernized and unified. Several locally well-known, long-lasting businesses occupied the individual bays prior to 1977. The building is locally significant under Criterion A, as representative of a commercial building within Council Bluffs's historic downtown.

1975

before

Narrative Statement of Significance (Provide at least one paragraph for each area of significance.)

(Iowa SHPO Additional Instructions: For properties not nominated under Criterion D, include a statement about whether any archaeological remains within or beyond the footprint of the property were assessed as part of this nomination under the subheading **Archaeological Assessment**.)

These buildings are located on Broadway Street, within the historic center of commerce and community in Council Bluffs. They are located at the northwest end of what was once a bustling area lined with multi-story, multi-use buildings. During the late nineteenth century and early twentieth century, a central business district arose in Council Bluffs that extended along Broadway, from Franklin at the east to S. 7th Street at the west, and along Main Street from Broadway at the north to 9th Avenue at the south. Council Bluffs had defined itself as a major transportation hub by this period and it steadily worked to be defined as a cosmopolitan city.



Figure 2: 500 Block of Broadway in 1921. The four bays are on the left side in the middle. Courtesy of Richard Warner and Pottawattamie County Historical Society (PCHS).

Brick buildings replaced frame ones, dirt streets were paved, and a streetcar system was installed that linked Council Bluffs with its neighbor across the Missouri, Omaha. The business district was home to commercial enterprises like clothing stores, bakeries, pharmacies, and saloons; entertainment venues like live theaters and motion picture houses, and community gathering spots like fraternal halls. The multi-story brick buildings would often have residential units at their upper floors.⁵ During the early to mid-twentieth century, the four buildings housed many of these activities, including a succession of pharmacies and bakeries, a saloon, and a clothing store, all at the storefront level, and residential units or storage at the upper floors.

The corner bay, 530 W. Broadway, was built between late 1902 and early 1903. The construction dates for the three bays to its west, 534/536/538 W. Broadway are less clear. Buildings that have a similar size to the existing buildings, are three stories high, and built of brick appear on the 1885 Sanborn Map. By the 1891

⁵ Jennings, Gottfried, Cheek/Preservationists, "Council Bluffs: A Plan for Historic Preservation," (1982), 22-27, accessed August 29, 2020, https://www.iowawestfoundation.org/wp-content/uploads/2019/03/Council_Bluffs_A_Plan_For_Historic_Preservation_-_City_of_Council_Bluffs_1982.pdf; Dr. Richard Warner and Ryan Roenfeld, Images of America: Council Bluffs (Charleston, SC: Arcadia Publishing, 2014).

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Sanborn, the sketches of 534 and 536 indicate small rear additions, of one and two stories, respectively. 534's addition has a skylight. By 1896, 534 Broadway has been further extended to the north, with a one-story addition. By 1928, all three of the west bays have additions. 534's is similar to that shown on the 1896 Sanborn; 536's consists of a short three-story addition adjoining the building, and a larger 1 story addition extending to the north; and 538's is a two-story addition. A thorough search of the *Daily Nonpareil*, which often documents construction and remodeling, did not mention any such work to these bays prior to 1900. After 1900, articles discussing façade improvements and interior modifications appear. It must therefore be assumed that the three bays 534, 536, and 538 W. Broadway were built in c. 1885.⁶

Today, many of the turn-of-the-twentieth-century commercial buildings that once lined Broadway and Main Streets have been demolished, replaced by new buildings, parking lots, or empty lots. The greatest concentration of historic buildings within the commercial area are located within two National Register historic districts, the 100 Block of West Broadway and the Haymarket Commercial Historic District, which encompasses buildings along three blocks of Main Street. The buildings historically addressed as 530, 534, 536, and 538 W. Broadway remain as the only extant set of turn-of-the-century commercial buildings within the west end of the historic central business district, on W. Broadway between Main Street and S. 7th Street.

The history of the individual buildings will be described below utilizing their original addresses. These four buildings are notable for housing several locally prominent, long-running businesses, most of which remained in operation at this location for around ten years or more. Between 1976 and 1977, the bays were renovated and combined by the owner of one of these long-standing businesses, Iowa Clothes Shop. Further details on those efforts are also described below.

530 W. Broadway – 1902-1976

Notable businesses

Blue Ribbon Saloon: 1903-1916

Wilcox Flowers: 1916-1935

Martin's Drugs: 1936-1954

Lane's Bros. Pharmacy: 1954-1976

This is the corner bay with primary facades facing the intersection of W. Broadway and Scott Streets. It was built between 1902 and 1903. A building housing the *Daily Nonpareil* newspaper office previously occupied the site and was demolished around June 1902 to make way for the new building. The newspaper had moved its office to 400 W. Broadway in late 1900.⁷ Construction on the new building was underway by October 1902 and the building was in operation by August 1903.⁸ The architect is unknown. The builder was Wickham Bros. Contractors. The building was designed with a saloon on the first floor and boarding rooms on the upper two floors. Mrs. Maggie Buck was the building owner.⁹



Figure 3: 530 W. Broadway in 1935. Photo accompanying article in *Daily Nonpareil*, "Wickhams Sell Broadway Property to Harry Cohen," December 13, 1935.

The first occupant of the new building was the Blue Ribbon¹⁰ Saloon, owned by the Storz Brewing Company. This was one of ten saloons operated by Storz Brewing in

⁶ Sanborn Map Company, Insurance Maps of Council Bluffs, Pottawattamie County, Iowa, 1885, 1891, 1896.

⁷ *Daily Nonpareil*, "The Nonpareil Premises," November 9, 1900.

⁸ *Daily Nonpareil*, "Notes About Town: Bulletins on the fight by rounds at the Blue Ribbon," August 14, 1903.

⁹ *Daily Nonpareil*, "They are tearing down the old Nonpareil building...", June 22, 1902.

¹⁰ Storz Blue Ribbon was one of the breweries labels and, it is assumed, the namesake for the saloon at 530 W. Broadway.

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Council Bluffs at the time. Storz Brewing was established by Gottlieb Storz in the late 1800s. The company had several name changes until settling on Storz Brewing in the early twentieth century. Storz, a German immigrant and experienced brewer, lived in Omaha and had a large production facility in the northeast part of that city. During the early 1900s, the brewery began to operate saloons in the area that sold only their beer. Maggie Buck and her husband John had strong connections to Gottlieb Storz. John worked as a brewer at Storz Brewing for over fifty years and was related to Gottlieb's wife, Minnie Storz, née Buck.¹¹

Maggie Buck, as a representative for the Storz company, was the building owner for all the Storz saloons¹² operating in Council Bluffs in the early 1900s. The saloons appear to have operated like franchises, having owners who could buy or sell their interest in the saloon business but also paid rent to the building owner.¹³ In 1903, Maggie and Storz Brewing had trouble getting some of the brewery operators to pay their rent on time and sought legal action. The Blue Ribbon, which was operated by former alderman W.C. Royer, was one of these and Royer ended up selling his interest in the saloon due to financial troubles.¹⁴ Other early difficulties encountered by the Blue Ribbon and other Council Bluffs Storz saloons related to Iowa's state prohibition legislation. There were also charges of illegal gambling at the upper floors of the 530 W. Broadway building.¹⁵

The saloon remained in the building until 1916. Owners of the saloon after Royer included Frank S. Craybill,¹⁶ T.J. Griffin, S.G. French, Myron H. Sherman and Thomas Healy (jointly), and S.A. Dale.¹⁷

Tenants on the upper floors of the saloon are only partially known. The third floor was used as meeting space for local fraternal groups. In 1903, the Dramatic Order, Knights of Khorassan (D.O.K.K.) rented the space for club rooms.¹⁸ By 1914, a chapter of the Woodmen of the World and the Moose lodge had shared meeting space there but was vacating it.¹⁹ As noted above, gambling also took place at the upper floors early on.

In 1916, the building was purchased by the Wickham family. They then leased the building to J. F. Wilcox & Sons, florists. Wilcox & Sons had previously operated for many years out of the Everett block at 521 W. Broadway (non-extant). At their new location, they undertook renovations to the entire building. The first floor would accommodate company offices and a retail area while the upper floors would be used for packing, shipping, and creating floral arrangements.²⁰ J.F. Wilcox & Sons was a successful floral business that supplied arrangements nationally. The business grew out of one established by L.A. and Mary Casper in the late 1860s. John Franklin (J.F.) Wilcox worked for the Caspers and married their niece, Emma. In 1892, Wilcox purchased the modest business from Casper and worked to expand it, adding greenhouses and customers over the next two decades. In 1912, Wilcox died and the business was taken over by his family

¹¹ U.S. Census Bureau, Council Bluffs, 1900. Ancestry.com. Accessed July and August 2020.

¹² A law introduced in 1907 made it illegal for breweries to operate saloons. Storz skirted this restriction by creating a holding company in his wife's name, something the Nebraska state supreme court frowned upon. In 1907 Maggie was one of the incorporators of the holding company Storz created to allow his brewery to continue operating saloons. The company was called Independent Realty Company, with the other two incorporators being Minnie, Storz's wife, and William F. Weber, the brewery's clerk.¹² Storz Brewing managed to survive Prohibition by creating non-alcoholic beverages during that time. The company remained in operation until 1966, when they were absorbed by one of the corporate breweries then gaining hegemony in the industry. Jim McKee, "Rise, fall, and rebirth of Storz Brewing Co.," *Lincoln Journal Star*, September 17, 2016.

¹³ *Daily Nonpareil*, "Storz Saloons Open," January 27, 1904.

¹⁴ *Ibid.*; *Omaha World Herald*, "Landlady Wants Her Rent," November 9, 1903.

¹⁵ *Daily Nonpareil*, "Uses Companion of Hey Days to Snuff Out Life's Worries," February 21, 1934; *Daily Nonpareil*, "Indict Saloonists," December 22, 1908.

¹⁶ Alternatively, spelled Crabill in some newspaper articles.

¹⁷ *Daily Nonpareil*, "Uses Companion of Hey Days to Snuff Out Life's Worries; *Daily Nonpareil*, "Saloon Sold," February 1, 1908; *Daily Nonpareil*, "Wants New Front," August 12, 1913.

¹⁸ *Daily Nonpareil*, "Khorassan to Have Club Home," July 15, 1903.

¹⁹ *Daily Nonpareil*, "Lodge Charter Found in Street," January 5, 1914.

²⁰ *Daily Nonpareil*, "Wilcox Company Rents New Store," August 14, 1916.

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who continued to operate it successfully, as Wilcox Flowers and then Bloomin John's, until 1990.²¹ The Wilcox floral business remained at 530 W. Broadway until 1935.

In 1935, Harry Cohen, proprietor of the Iowa Clothes Shop at 536 and 538 W. Broadway, purchased 530 W. Broadway from the Wickhams. The sellers at that time included B.P. Wickham, Eleanor A. Wickham, John J. Wickham and E.A. Wickham and Company. Cohen told the *Daily Nonpareil* reporters that "the purchase was for investment purposes."²² At this time, Cohen planned to remain operating his business out of the two bays west of 530 W. Broadway. In 1936, Cohen undertook renovations to the storefront for a new drugstore.²³ In 1936, Cohen announced plans to remodel the two-story portion at the rear of 530 W. Broadway, facing Scott Street, into store and office space.²⁴



Figure 4: 530/534/536 W. Broadway prior to remodeling in 1976. Courtesy of Richard Warner and Pottawattamie County Historical Society (PCHS).

Between 1936 and 1976, the building contained two successive pharmacies. Martin's Drugs, owned by Martin Gluckman, operated out of the building from 1936 through 1954.²⁵ Gluckman sold his business in 1954 due to illness. Gluckman went on to open a drive-through pharmacy, a new concept at the time, in 1959 at 700 First Avenue.²⁶ Martin's successors, Ed and Marguerite Lane, renamed the business Lane Bros. Pharmacy. They remained at the location until 1976, when they moved to 40 Pearl Street, fronting Baylis Park. At their new location, the business no longer provided prescriptions and became known simply as Lane's. According to Lane, the discontinuation of prescriptions was caused by the movement of doctors out of downtown to be closer to suburban hospitals.²⁷ The Lane Bros. Pharmacy move was precipitated by Iowa Clothes Shop's plans to expand its store from 538 and 536 W. Broadway into 534 and 530 W. Broadway.²⁸ Iowa Clothes Shop remained in this bay until the store closed in 1996.

534 W. Broadway – 1885-1976

Notable businesses

Eve's Bakery, 1903-1976

This is the second bay west of the corner of Broadway and Scott Streets. It was built around 1885. In 1885 the building was occupied by the Broadway House. In 1891 it was occupied by a tea room, with a photographer at the second floor. In 1895 it was occupied by a candy seller, Purity Candy Kitchen.²⁹ Erikson's Bakery (also called the New Bakery in newspaper advertisements) occupied the first-floor storefront from

²¹ S.M. Senden, *Lost Council Bluffs* (The History Press: Charleston, South Carolina, 2016), 109-111; Richard Warner, "Council Bluffs under glass: Growing a major business," *Daily Nonpareil*, August 7, 2019.

²² *Daily Nonpareil*, "Cohen Purchases Business Block," December 13, 1935.

²³ *Daily Nonpareil*, "Nine Permits for Building Issued," May 10, 1936.

²⁴ *Daily Nonpareil*, "Cohen to Remodel Part of Building," August 28, 1936.

²⁵ Council Bluffs City Directory, 1944-1954, Ancestry.com, Accessed July and August 2020; *Council Bluffs Nonpareil*, Advertisements.

²⁶ *Daily Nonpareil*, "Gluckman to Open Drive-In Pharmacy," November 19, 1958; *Daily Nonpareil*, "Drive-In Pharmacy," January 11, 1959.

²⁷ *Daily Nonpareil*, Advertisements, 1954-1968; *Council Bluffs Nonpareil*, "Lanes like view of park in new business location," May 2, 1976.

²⁸ *Daily Nonpareil*, "Iowa Clothes plans expansion," March 14, 1976.

²⁹ Sanborn Map, 1885, 1891, 1896; *Daily Nonpareil*, Ad "Candy, Candy, Candy," October 4, 1895.

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1900 to 1903. The bakery was run by John Erikson, who also owned the building.³⁰ In 1903, Eve's Bakery took over the storefront and remained there until 1976.³¹ Charles Eve, an immigrant from England, owned the bakery. Eve came to America in 1885 and had done business in Council Bluffs for many years prior to becoming a naturalized U.S. citizen in 1914.³² Eve purchased the building from Erikson in 1907.³³

Charles Eve was active in the local community and the state's baking community. As of 1940, he was a member of the Iowa Bakers Association, Council Bluffs Retail Merchants Association, Dodge Park Club, AF & AM 71, York Rite, Abu Bekr Shrine, and the Second Presbyterian Church.³⁴

The two upper floors of the building contained residences. It appears that early on each floor contained one residence. In the 1910 and 1930 census, Charles Eve and his family are listed at this address, as are one other family. Sometime in 1930 or thereafter, the apartment floors were divided into two units at each floor, for a total of four. In city directories between 1930 and 1955, these four units are listed collectively with four units at the upper floors of 536 W. Broadway, using the address 534 ½ W. Broadway.³⁵ In city directories between 1930 and 1946, Eve is listed as residing at apartment 6 at 534½ W. Broadway. In the city directories, the building is called the Eve building.³⁶

In 1946 or 1947, Charles Eve had sold the bakery and moved out of the city, likely to California, where he died in 1963.³⁷ Eve appears to have sold the building to Harry Cohen, owner of the Iowa Clothes Shop that occupied 536 and 538 W. Broadway. By the 1955 the *Daily Nonpareil* newspaper's apartment rental ads for the apartments at 534 W. Broadway directed inquiries to Harry Cohen, Iowa Clothes Shop.³⁸ A bakery remained at the storefront of 534 W. Broadway until the late 1970s.

After Eve sold the bakery, the name temporarily changed but was known as Eve's again by the mid-1950s, likely because Eve's Bakery had an established name in the city. In 1947, the new bakery owner, John J. Kornmayer, changed the name to Kornmayer's (also called Kornmayer's Pastry Shop in newspaper advertisements). The new bakery was advertised as "the cleanest and most modern coffee bar and bakery in western Iowa."³⁹ In 1952, employment ads for the business advertised it as Eve's Bakery once again.⁴⁰ By 1955, the name had changed to Kornmayer's & Eve's Pastry Shop.⁴¹ In 1956, the shop was under new management and referred to as Eve's Bakery.⁴² Mrs. Lena Mazzei owned the business in 1961.⁴³ It was sold later that year to Joe and Shirley Coco. The Cocos continued to operate the bakery at 534 W. Broadway until

³⁰ Also referred to as John Eckerson in newspaper articles. *Daily Nonpareil*, "Filled Stove Too Full," November 8, 1900. *Daily Nonpareil*, "Notice – When in need...", May 17, 1900; *Daily Nonpareil*, "A Model Bakery," June 22, 1902.

³¹ Council Bluffs City Directory, 1904; *Daily Nonpareil*, Advertisement for Eve's Bakery, April 19, 1906; J.R. Perkins, *Iowa Press Association's Who's Who in Iowa Biographical Sketches* (Iowa Press Association, Des Moines, Iowa, 1940), accessed August 27, 2020, <http://iagenweb.org/pottawattamie/biographiesandfamilyhistories/sketches-002-C-E.htm>.

³² *Daily Nonpareil*, "Would Become Citizens," May 5, 1914.

³³ *Daily Nonpareil*, "Real Estate Transfers," January 4, 1907.

³⁴ Perkins, *Iowa Press Association's Who's Who*.

³⁵ It is assumed that Eve owned both 534 and 536 between 1930 and the late 1940s, since the apartments at the upper floors were combined into a single address.

³⁶ U.S. Census Bureau, Council Bluffs, 1910 and 1930. Ancestry.com. Accessed July and August 2020. Council Bluffs City Directories, 1930-1955.

³⁷ *Daily Nonpareil*, "Obituaries: Charles R. Eve," November 4, 1963.

³⁸ *Daily Nonpareil*, Apartment advertisement, "3 rooms and bath...", May 18, 1955 and June 7, 1966.

³⁹ *Daily Nonpareil*, Kornmayer's advertisement, June 6, 1947.

⁴⁰ *Daily Nonpareil*, "Neat, clean saleslady for bakery," February 3, 1952.

⁴¹ *Daily Nonpareil*, Kornmayer's and Eve's advertisement

⁴² *Daily Nonpareil*, Eve's Bakery advertisement, November 16, 1956.

⁴³ *Daily Nonpareil*, "Inquiring Reporter," March 19, 1961.

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1976 when they moved to a new location at 154 W. Broadway.⁴⁴ The Iowa Clothes Shop then expanded into this bay and remained here until they closed in 1996.⁴⁵

536 W. Broadway – 1885-1976

Notable businesses

Iowa Clothes Shop, 1919-1996

This is the third bay west of the corner of Broadway and Scott Streets. It was built around 1885. In 1885 the building was occupied by a butcher. In 1891 it was occupied by a grocer. Between 1895 and 1896, it was occupied by Mrs. E.J. Scott, milliner.⁴⁶ Prior to 1919, a succession of businesses operated out of the building for short periods of time, including a milliner, a laundry, a lunch parlor, and a pool hall.⁴⁷ In 1914, the entire facade was replaced with a new one. The tenant at the time was Napoleon Café and Dubuque Realty company was the building owner.⁴⁸ Around this time, many downtown storefronts were renovating their facades to give them a more modern appearance. According to a newspaper article discussing the improvements, the 500 block of Broadway (referred to in the article as the block between Pearl and Sixth street on Broadway), “during the past five years has almost been rebuilt.” Several businesses in the block are discussed as having recently undergone renovation, but 536 W. Broadway and its adjoining bays are not mentioned.⁴⁹

In 1919, a building permit to remodel the store at 536 W. Broadway was secured by C.E. Sessions & Sons, contractors.⁵⁰ By late November, an advertisement proclaimed the “Grand Opening of the Iowa Clothes Shop.”⁵¹ The store was operated by Harry Cohen.⁵²

Harry Cohen was active in the local community. He was born in Omaha in 1894 and moved with his family to Council Bluffs when he was three. In his early years he was a grocery delivery boy and a clerk at a grocery store. He then worked at Glasier Clothing Store at 409 W. Broadway prior to joining the army and fighting in World War I. He returned from service in 1918, a year before partnering with Glasier and opening the Iowa Clothes Shop. He was a member of the Iowa Retail Clothiers’ Association and was elected a director of the group in 1938.⁵³ He was a respected and enthusiastic member of his community, taking an active role in local veterans groups, the Jewish community, and fraternal groups.⁵⁴

At first, the Iowa Clothes Shop sold both men and women’s clothing. The store experienced steady growth and began to expand within a decade. In 1931 a new department, the Down Stairs store, opened in the basement of 536 W. Broadway. The new department specialized in work clothes and allowed the store to

⁴⁴ At 154 Broadway, the bakery became known as Eve’s Pastry Shop. It closed for good in 1983. The owners blamed the closure on a lack of parking and of downtown customers. Anita Young, “Bakery closing ‘hurts’ owners,” *Daily Nonpareil*, August 28, 1983.

⁴⁵ Sanborn Map, 1885, 1891, 1896; *Daily Nonpareil*, Ad “Mrs. E.J. Scott,” September 27, 1895 and November 29, 1897.

⁴⁶ *Daily Nonpareil*, “Laundries,” January 28, 1903; *Daily Nonpareil*, “Raid on Gamblers,” January 26, 1908; Council Bluffs City Directory, 1914-1915.

⁴⁷ *Daily Nonpareil*, “Remodeling Front,” February 16, 1914.

⁴⁸ *Daily Nonpareil*, “Many Changes in Business Houses,” March 13, 1914.

⁴⁹ *Daily Nonpareil*, “To Remodel Store,” August 20, 1919.

⁵⁰ *Daily Nonpareil*, Ad “Grand Opening of Iowa Clothes Shop,” November 21, 1919.

⁵¹ A newspaper article commemorating Harry Cohen said that he had a partner when he first opened, who last name was Glaser. According to that article Cohen bought out his partner in 1922. However, newspaper advertisements for Iowa Clothes Shop in the early 1920s list Cohen’s name in conjunction with V.Pucci, a clothier who had previously operated out of other downtown Council Bluffs storefronts. *Daily Nonpareil*, “Harry Cohen Dead at 80; Iowa Clothes Shop Owner,” April 29, 1974. *Daily Nonpareil*, Ads, “Iowa Clothes Shop,” 1920 to 1922.

⁵² *Daily Nonpareil*, “Clothiers Elect Cohen,” March 8, 1938.

⁵³ *Daily Nonpareil*, “Harry Cohen Dead at 80; Iowa Clothes Shop Owner,” April 29, 1974.

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carry a larger stock of goods.⁵⁵ In 1932, Cohen expanded his store to the bay immediately to the west, 538 W. Broadway. Cohen explained this strategic plan, "Realizing that the depression is fading and that things are on the up grade, we determined to take advantage of the present low prices for building and not only profitably enlarge the store but furnish needed employment to labor."⁵⁶ With the additional storefront, the clothing store doubled its space, enlarging its shoe department, adding a new sports clothes department, and improving its boys department. By this point, the store had eliminated its women's department and specialized solely in outfitting men and boys.⁵⁷

In late 1938, the second and third floors were remodeled for sales and storage. The boys department was relocated to the second floor.⁵⁸ The clothing store continued to prosper in the coming decades. Harry Cohen remained at the helm of the Iowa Clothes Shop until his death in 1974. Thereafter his grandson, Pete Lee, took over ownership of the store. In 1976, Lee showed his confidence in Council Bluffs's downtown retailing by expanding the two-bay store into the two bays to the east. Iowa Clothes Shop remained in this bay until the store closed in 1996.

538 W. Broadway – 1885-1976

This is the fourth bay west of the corner of Broadway and Scott Streets. It was built around 1885. In 1885 the building was occupied by a furniture store. In 1891 it was occupied by a music store. In 1896 it was occupied by a grocery, H.S. Homer's, which remained there until 1899.⁵⁹ In the early 1900s, it was occupied by a clothing company, Bauman & Diwocky and a grocer O. Ewall.⁶⁰ In 1904, the building was sold from Ellen Dodge Scott and husband to Samuel Friedman.⁶¹ By 1910, if not sooner, Friedman had a pawnshop at the first floor and lived in one of the units above. Friedman remained here until 1932, when Harry Cohen expanded his Iowa Clothes Shop into this bay.⁶² Friedman retained ownership of the building through at least August 1937.⁶³ Iowa Clothes Shop remained in this bay until the store closed in 1996.



Figure 5: 536 & 538 W. Broadway prior to renovation in 1976. Courtesy of Richard Warner and Pottawattamie County Historical Society (PCHS).

Major changes made to the buildings in the 500 block of West Broadway and to the historically dense central business district of Council Bluffs are tied to the population loss and shifts in lifestyle preferences that occurred in the post-World War II period. Like many U.S. cities, people and businesses in Council Bluffs

⁵⁵ *Daily Nonpareil*, "Clothes Shop Opens New Department," March 18, 1931.

⁵⁶ *Daily Nonpareil*, "Iowa Clothes Shop Will Have Opening," August 13, 1932.

⁵⁷ *Daily Nonpareil*, Iowa Clothes Shop Advertisement, August 19, 1932.

⁵⁸ *Daily Nonpareil*, "Enlarges Store," October 9, 1938.

⁵⁹ Sanborn Map, 1885, 1891, 1896; *Daily Nonpareil*, Ads "H.S. Homer," 1894-1899.

⁶⁰ *Daily Nonpareil*, Ad "Bauman & Diwocky," November 25, 1900. *Daily Nonpareil*, Ads, "O.Ewall," 1901.

⁶¹ *Daily Nonpareil*, "Real Estate Transfers," May 19, 1904.

⁶² U.S. Census Bureau, 1910; Council Bluffs City Directory, 1915; *Daily Nonpareil*, "Iowa Clothes Shop Will Have Opening," August 13, 1932.

⁶³ *Daily Nonpareil*, "Iowa Clothes Shop Will Have Opening," August 13, 1932; *Daily Nonpareil*, "Awning Afire," August 26, 1937.

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began to leave the densely populated city for more suburban sites in increasing numbers in the post-World War II period, as people sought out single family homes on large plots for their growing families and automobile proliferation made it easier to commute further distances. During the 1960s and 1970s, Council Bluffs leaders introduced urban renewal schemes to help rejuvenate the downtown area. By the early 1970s, an urban renewal area had been established and storefront renovations were being encouraged.⁶⁴ These efforts encouraged some owners, like those of the Iowa Clothes Shop, to expand their business and remain downtown. But many others left for suburban sites or closed forever. The urban renewal efforts and business closures resulted in the demolition of many of the buildings along Broadway and Main Streets, including many of those near 530 W. Broadway, for parking lots or new development.⁶⁵

Conclusion

The buildings historically addressed as 530, 534, 536, and 538 W. Broadway remain as one of the last turn-of-the-twentieth century building clusters in what was once Council Bluff's bustling downtown, historically centered on Broadway and Main Streets. Originally built as four separate buildings in c. 1885 (534/536/538) and c. 1903 (530), ~~the building was combined into a single property in 1977.~~ They housed several long-standing businesses, including the Iowa Clothes Shop, Eve's Bakery, the Blue Ribbon Saloon, Wilcox Flowers, and Lane Bros. Pharmacy, whose owners served customers faithfully for decades. With many historic features still intact, particularly at the upper floors on the exterior and interior, the building stands as a testament to the evolution of commerce in Council Bluffs between the late nineteenth century and through the middle of the twentieth century.

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⁶⁴ *Daily Nonpareil*, "Inquiring Reporter," July 2, 1972; Warner and Roenfeld, 73-107.

⁶⁵ *Daily Nonpareil*, "Going once, going twice: Mall of the Bluffs will go on the auction block Monday," August 3, 2015.

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Name of Property

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9. Major Bibliographical References

Bibliography (Cite the books, articles, and other sources used in preparing this form.)

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Warner, Dr. Richard and Ryan Roenfeld, *Images of America: Council Bluffs*. Charleston, SC: Arcadia Publishing, 2014.

Previous documentation on file (NPS):

- preliminary determination of individual listing (36 CFR 67) has been requested
- previously listed in the National Register
- previously determined eligible by the National Register
- designated a National Historic Landmark
- recorded by Historic American Buildings Survey # _____
- recorded by Historic American Engineering Record # _____
- recorded by Historic American Landscape Survey # _____

Primary location of additional data:

- State Historic Preservation Office
- Other State Agency
- Federal Agency
- Local Government
- University
- Other
- Name of repository: _____

Historic Resources Survey Number (if assigned): _____

10. Geographical Data

Acreeage of Property less than one _____

(Do not include previously listed resource acreage; enter "Less than one" if the acreage is .99 or less)

500 Block of West Broadway
Name of Property

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Latitude/Longitude Coordinates

Datum if other than WGS84: _____
(enter coordinates to 6 decimal places)

1	<u>41.261286</u>	<u>-95.850983</u>	3	<u>41.261313</u>	<u>-95.851118</u>
	Latitude	Longitude		Latitude	Longitude
2	<u>41.261290</u>	<u>-95.851070</u>	4	<u>41.261325</u>	<u>-95.851202</u>
	Latitude	Longitude		Latitude	Longitude

Verbal Boundary Description (Describe the boundaries of the property.)

BLK 6 MYNSTER_BLK 2 BAYLISS LTS J, K, L, M. It occupies the southeast half of the block bound by W. Broadway at the south, N. 6th Street at the west, W. Kanesville Boulevard at the north, and Scott Street at the east.

Boundary Justification (Explain why the boundaries were selected.)

The boundary includes the lots associated with the property currently, with the four buildings addressed collectively as 530 W. Broadway.

11. Form Prepared By

name/title Caitlin Benton and Cale Miller date September 8, 2020
organization Alley Poyner Macchietto Architecture telephone 402-341-1544.
street & number 1516 Cuming Street email cbenton@alleypoyner.com
city or town Omaha state NE zip code 68104

Additional Documentation

Submit the following items with the completed form:

- **GIS Location Map (Google Earth or BING)**
- **Local Location Map**
- **Site Plan**
- **Floor Plans (As Applicable)**
- **Photo Location Map** (Key all photographs to this map and insert immediately after the photo log and before the list of figures).

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Photographs:

Submit clear and descriptive photographs under separate cover. The size of each image must be 3000x2000 pixels, at 300 ppi (pixels per inch) or larger. Key all photographs to the sketch map. Each photograph must be numbered and that number must correspond to the photograph number on the photo log. For simplicity, the name of the photographer, photo date, etc. may be listed once on the photograph log and does not need to be labeled on every photograph.

Photo Log

Name of Property: 500 Block of West Broadway
City or Vicinity: Council Bluffs
County: Pottawattamie **State:** Iowa
Photographer: APMA
Date Photographed: As noted

Description of Photograph(s) and number, include description of view indicating direction of camera:

- Photo 1 of 17: Context photo. Looking NW on Broadway, near Scott Street. July 18, 2019.
- Photo 2 of 17: Context photo. Looking E on Broadway. July 18, 2019.
- Photo 3 of 17: North elevation. Looking north. July 18, 2019.
- Photo 4 of 17: East elevation. Looking west. July 18, 2019.
- Photo 5 of 17: South and west elevations. Looking east. July 18, 2019.
- Photo 6 of 17: 1st floor at 530/534 buildings. Looking east. July 13, 2020.
- Photo 7 of 17: 1st floor at 536 building. Looking north. July 13, 2020.
- Photo 8 of 17: 1st floor at 538 building. Looking south. July 13, 2020.
- Photo 9 of 17: 2nd floor at 534 building. Looking west to hallway between apartments. August 15, 2020.
- Photo 10 of 17: 2nd floor at 530 building. Looking south. August 15, 2020.
- Photo 11 of 17: 2nd floor at 534 building. Looking west. August 15, 2020.
- Photo 12 of 17: 2nd floor at 536 building. Looking south. August 15, 2020.
- Photo 13 of 17: 3rd floor at 534 building. Looking west. August 15, 2020.
- Photo 14 of 17: Stair between basement and 1st floor in 530 building. Looking east. July 18, 2019.
- Photo 15 of 17: Stair between basement and 1st fl in 536 building. Looking south. July 18, 2019.
- Photo 16 of 17: Basement of 530 building. Looking north. July 18, 2019.
- Photo 17 of 17: Basement of 538 building. Looking south. July 18, 2019.

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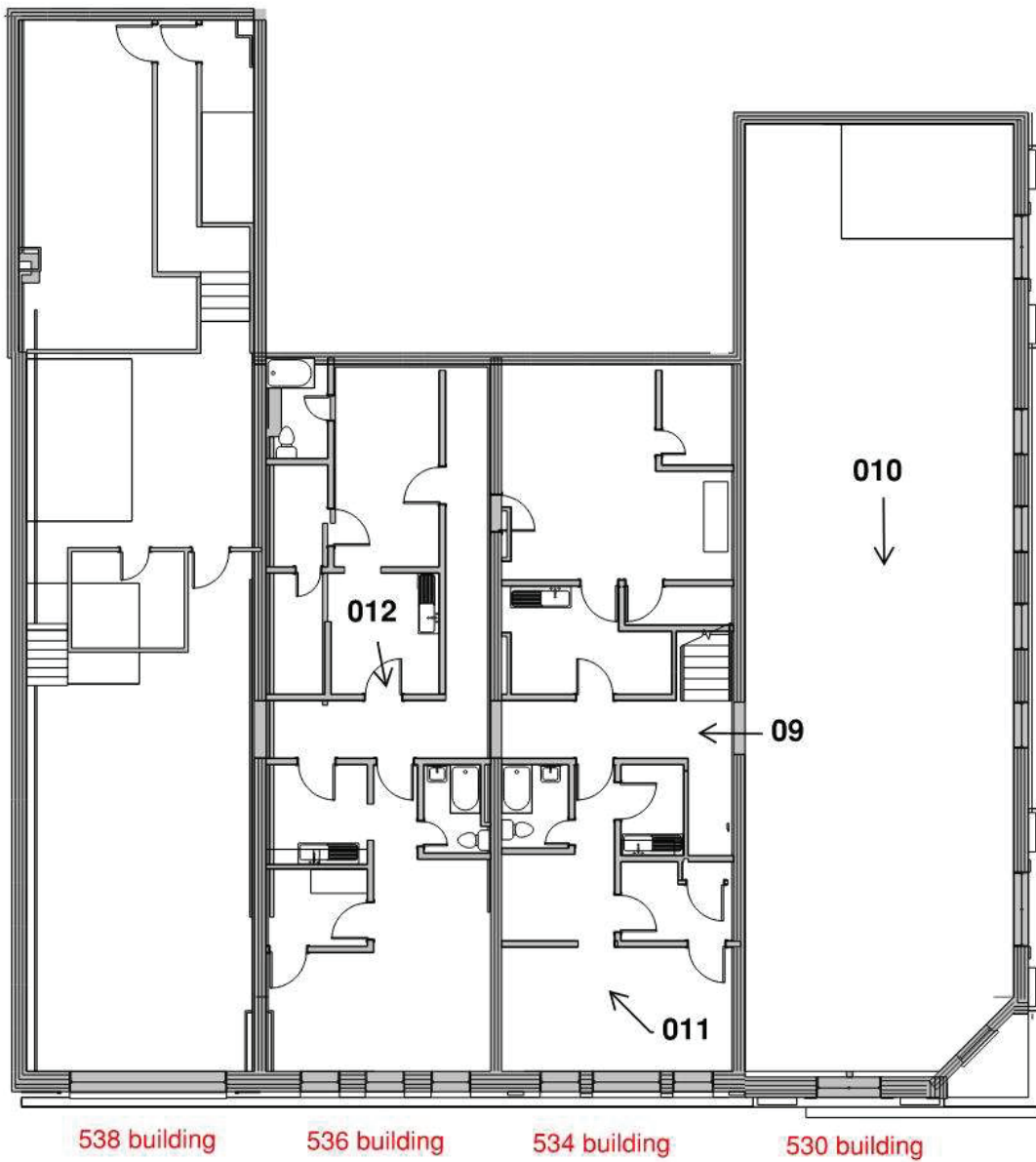
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500 Block of West Broadway Photo Key: First Floor

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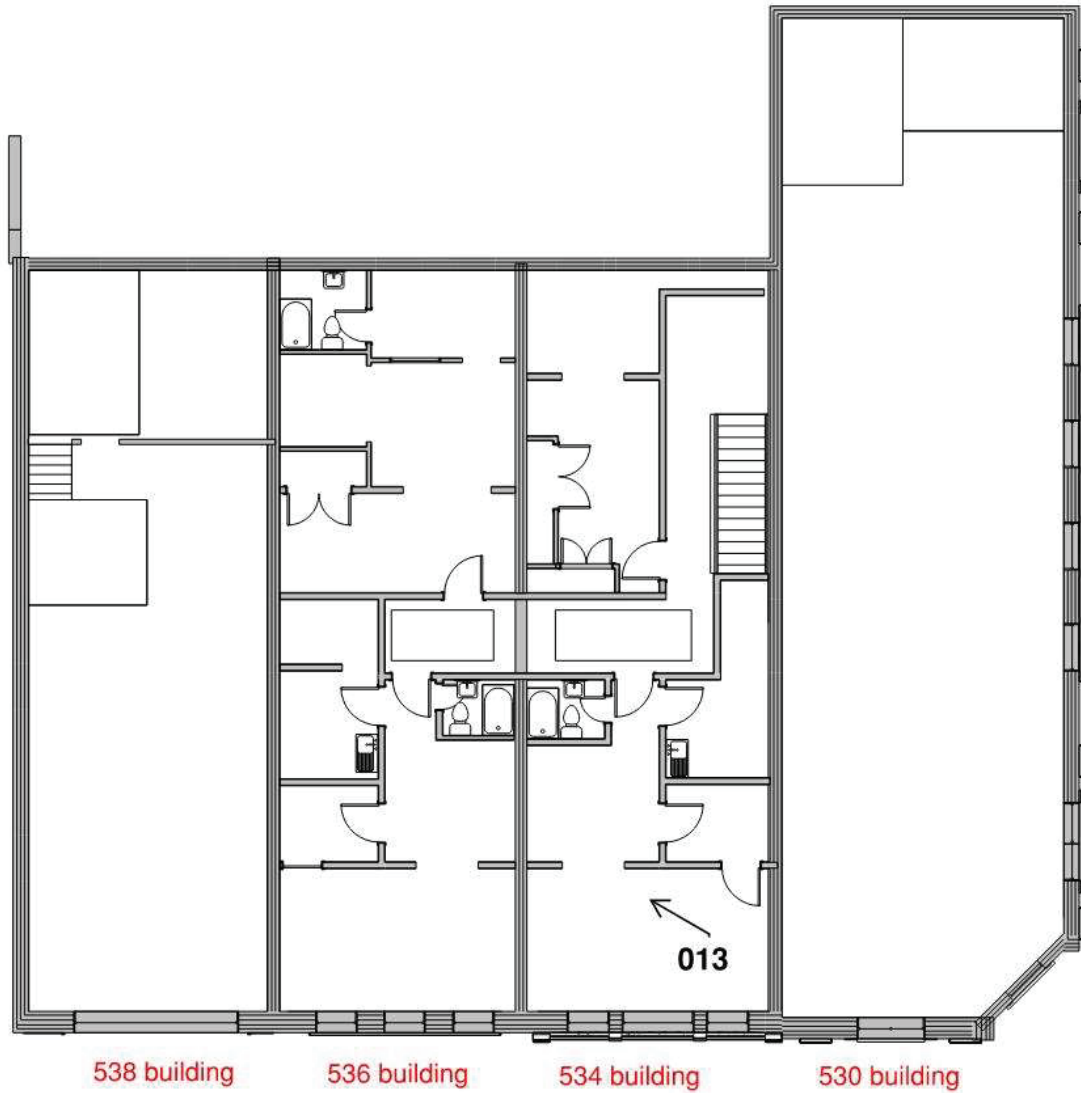


1 xp02_SECOND LEVEL
A111 SCALE: 1/8" = 1'-0"

500 Block of West Broadway Photo Key: Second Floor

500 Block of West Broadway
Name of Property

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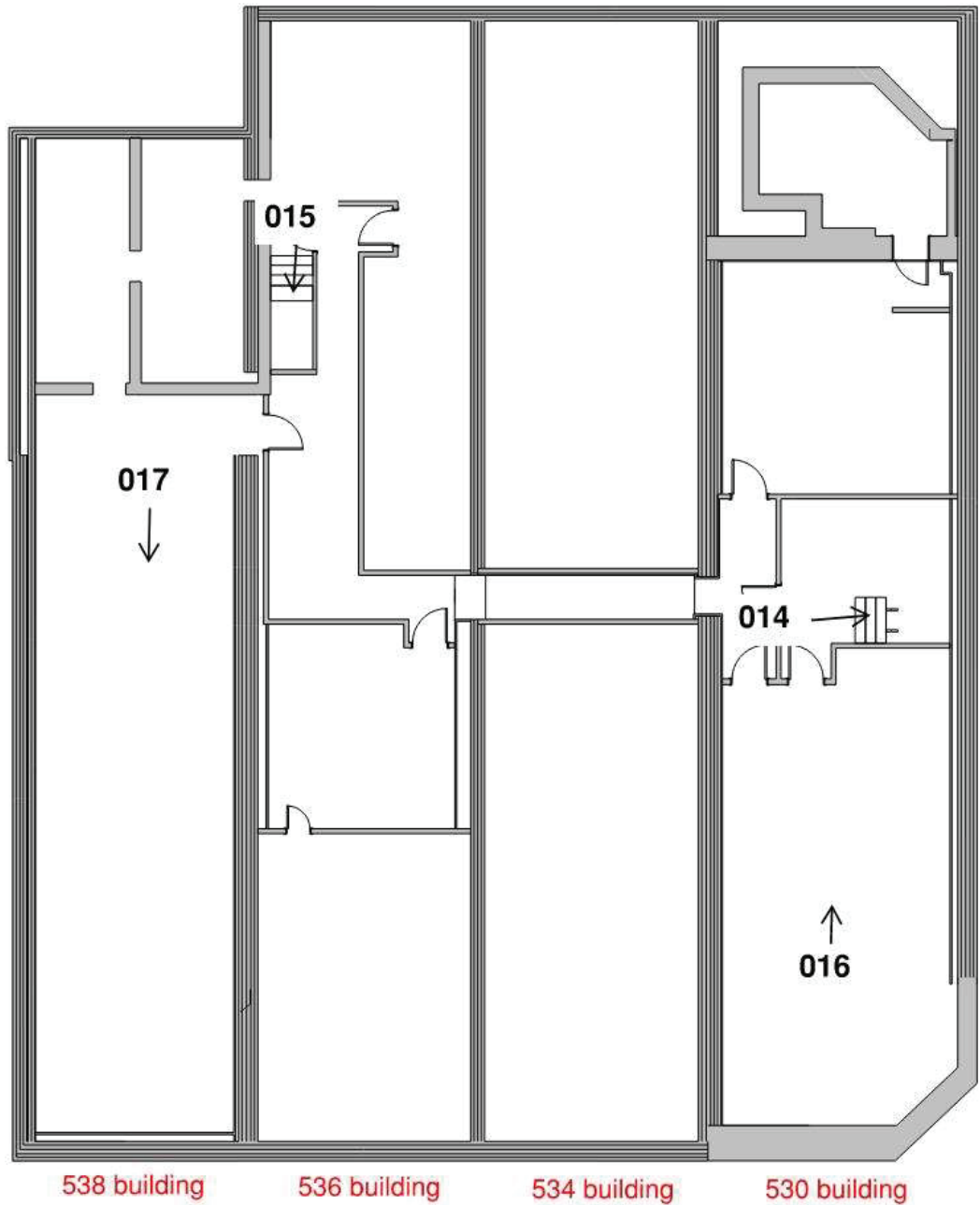


2 xp03_THIRD LEVEL
A111 SCALE: 1/8" = 1'-0"

500 Block of West Broadway Photo Key: Third Floor

500 Block of West Broadway
Name of Property

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1 xp00_LOWER LEVEL
A110 SCALE: 1/8" = 1'-0"

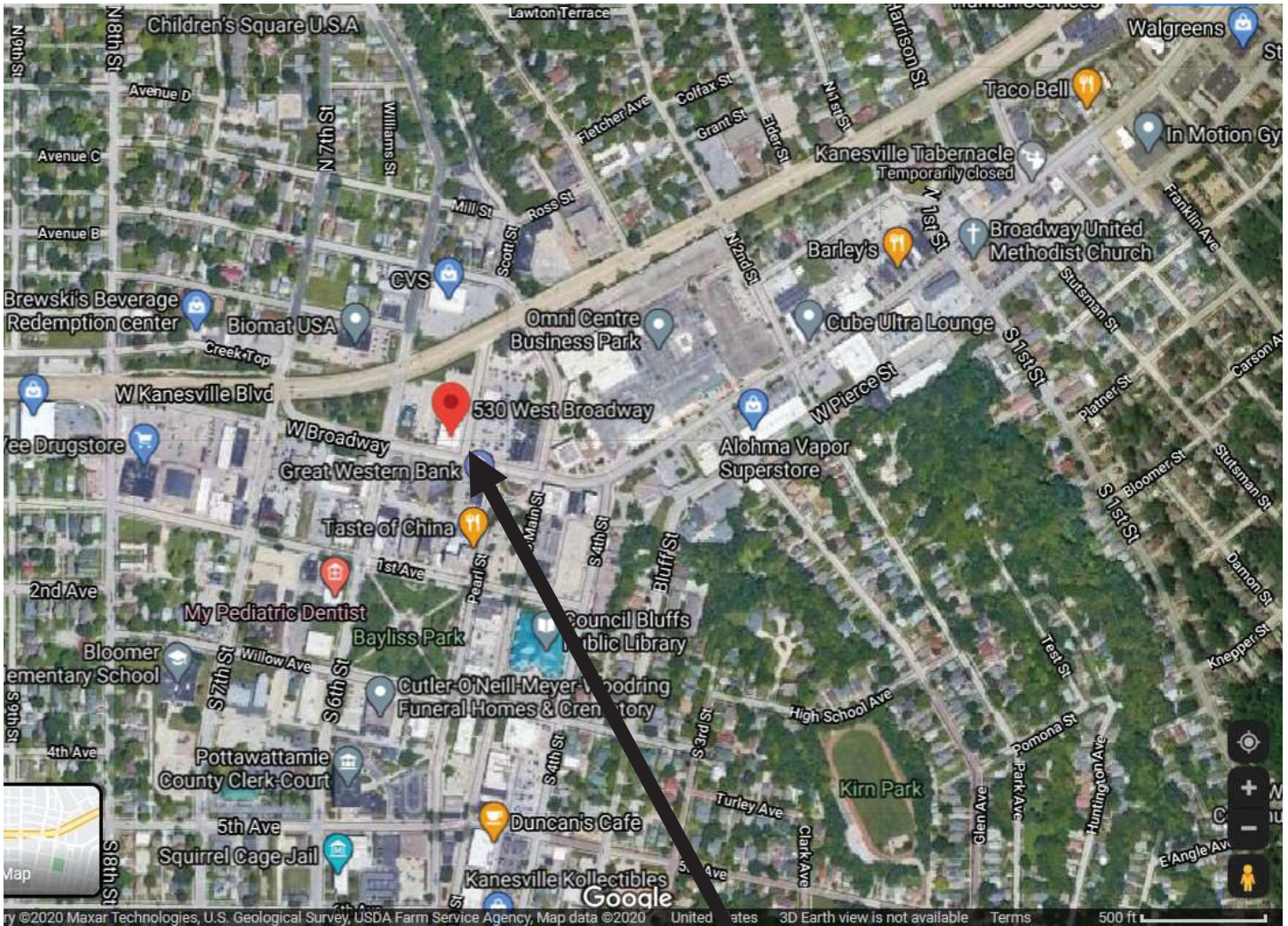
500 Block of West Broadway Photo Key: Basement

500 Block of West Broadway

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500 Block of West Broadway Location Map. The four buildings occupies southeast half of the block bound by W. Broadway at the south, N. 6th Street at the west, W. Kanesville Boulevard at the north, and Scott Street at the east.

500 Block of West Broadway
Name of Property

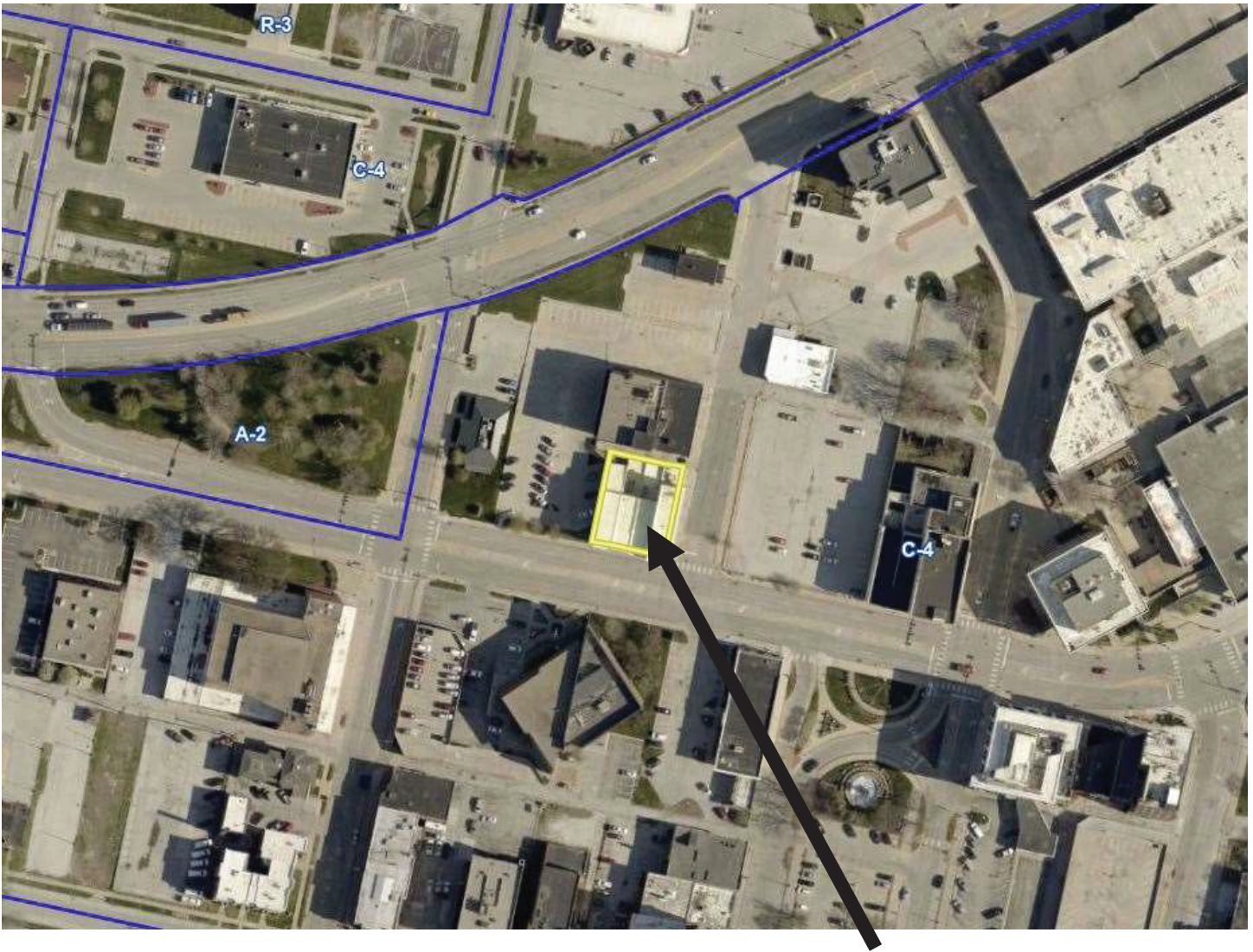
Pottawattamie County, Iowa
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500 Block of West Broadway Site Plan. The four buildings occupy the southeast half of the block bound by W. Broadway at the south, N. 6th Street at the west, W. Kaneshville Boulevard at the north, and Scott Street at

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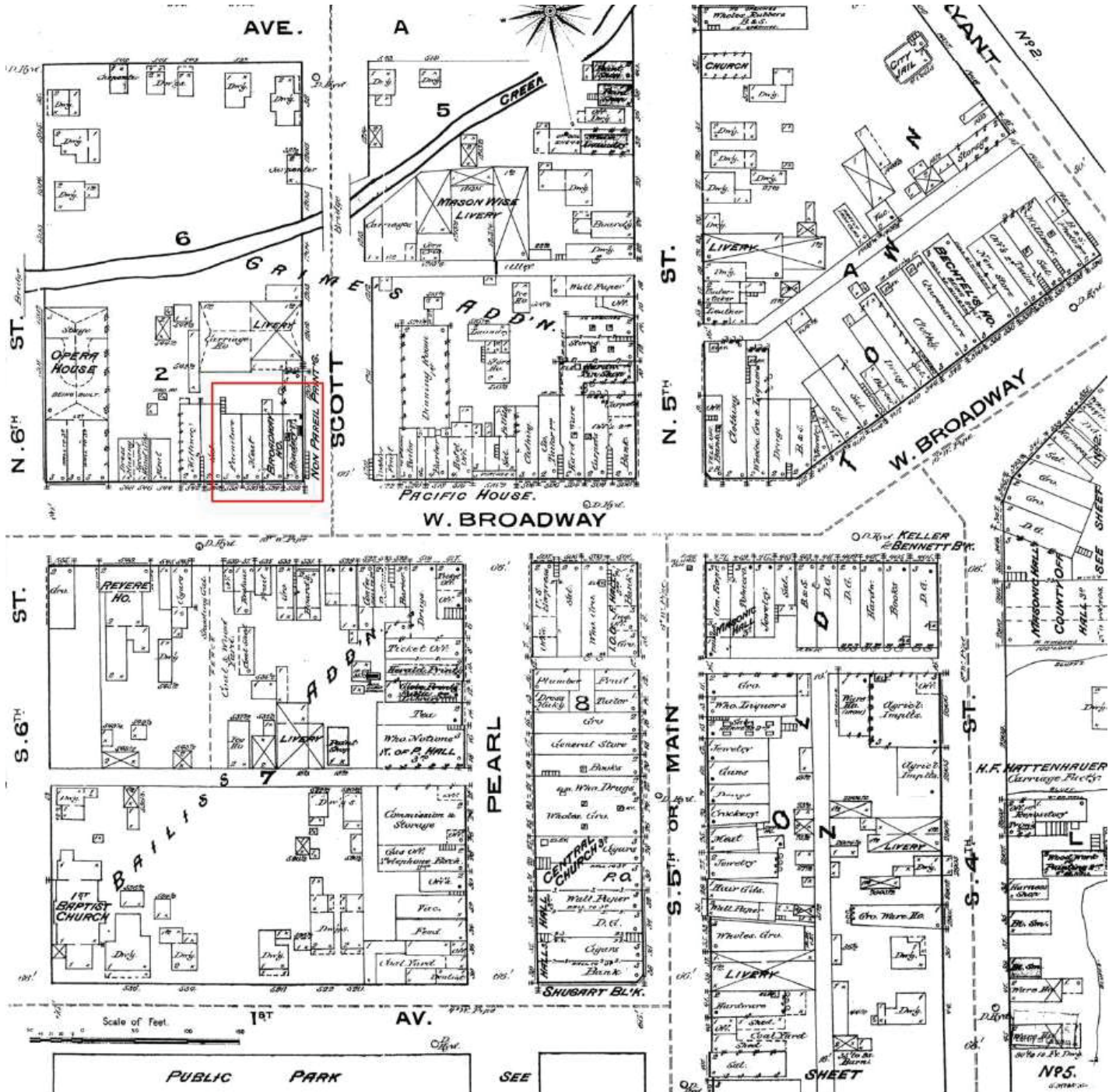
500 Block of West Broadway Zoning Map. A map showing the existing zoning and land uses.

500 Block of West Broadway

Pottawattamie County, Iowa

Name of Property

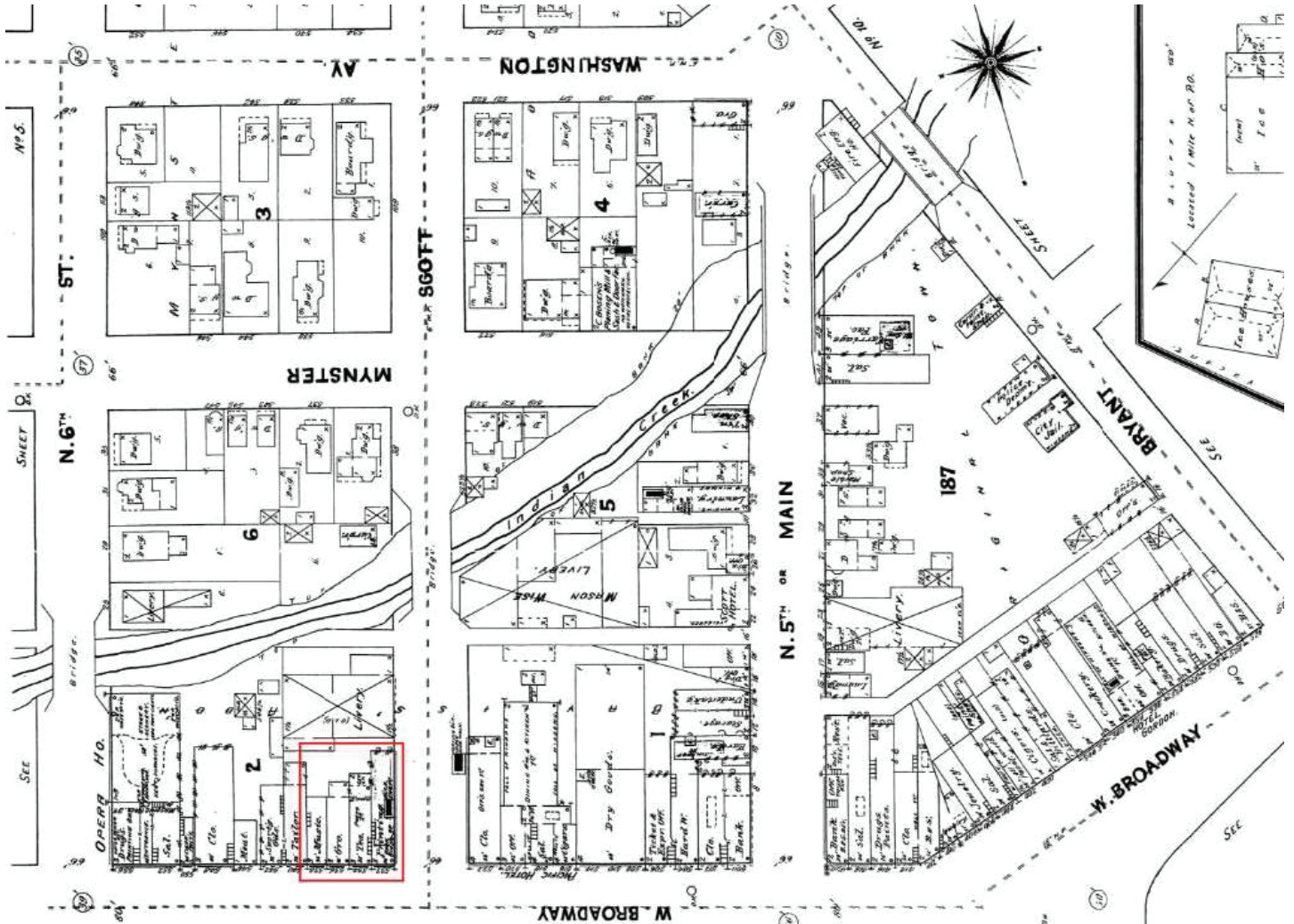
County and State



Sanborn Map, 1885, Sheet 3.

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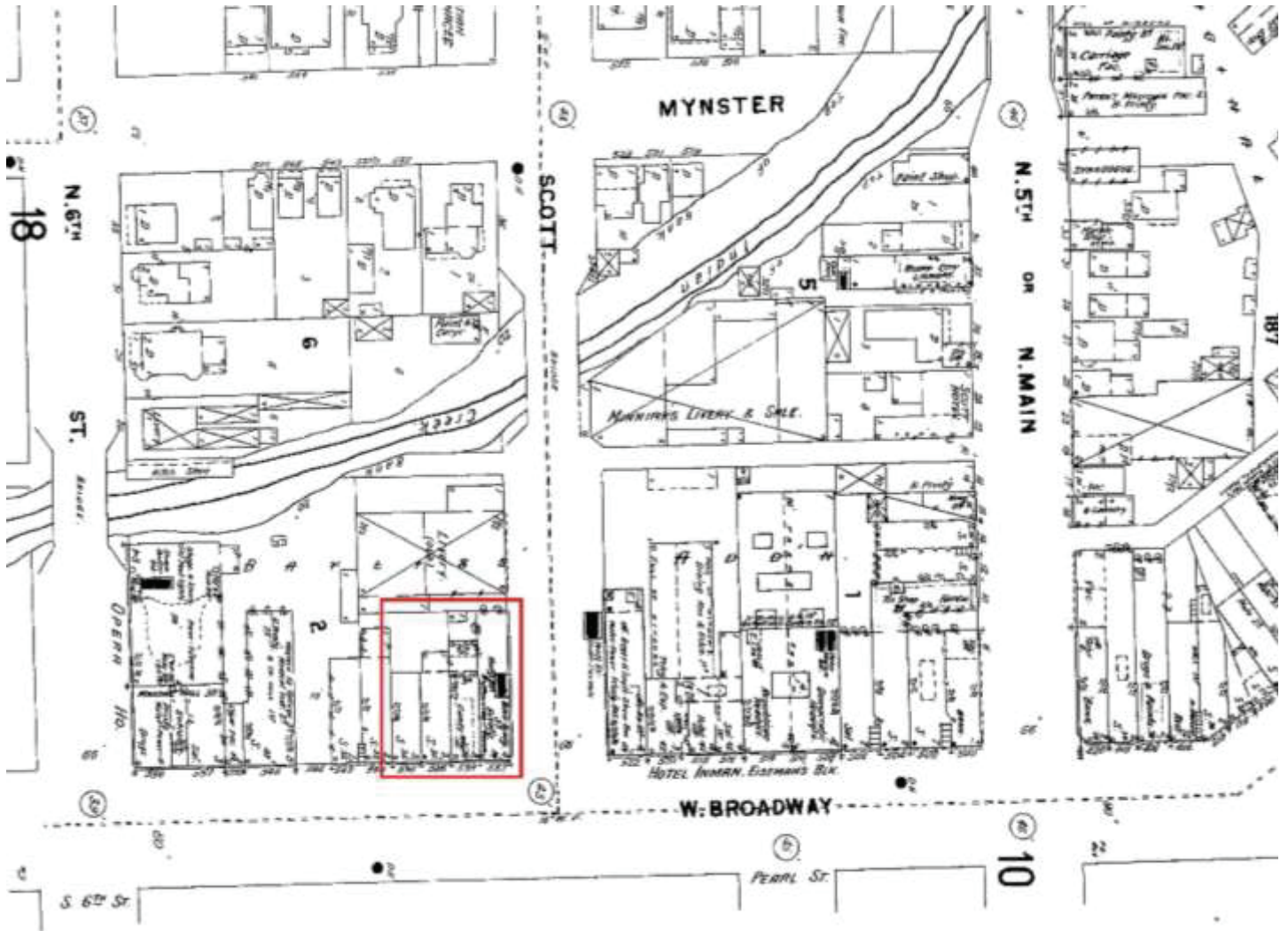
Sanborn Map, 1891, Sheet 3.

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Sanborn Map, 1896, Sheet 9.

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Sanborn Map, 1928, Sheet 2.

Paperwork Reduction Act Statement: This information is being collected for applications to the National Register of Historic Places to nominate properties for listing or determine eligibility for listing, to list properties, and to amend existing listings. Response to this request is required to obtain a benefit in accordance with the National Historic Preservation Act, as amended (16 U.S.C.460 et seq.).

Estimated Burden Statement: Public reporting burden for this form is estimated to average 100 hours per response including time for reviewing instructions, gathering and maintaining data, and completing and reviewing the form. Direct comments regarding this burden estimate or any aspect of this form to the Office of Planning and Performance Management, U.S. Dept. of the Interior, 1849 C. Street, NW, Washington, DC.





































CITY OF COUNCIL BLUFFS - HISTORIC PRESERVATION COMMISSION CASE #HP-20-005 LOCATION/ZONING MAP

ATTACHMENT B

Legend

-  530 West Broadway
-  Parcels

0 50 100
1 Inch = 100 Feet



Last Amended: 9/16/2020



Council Bluffs Community
Development Department
209 Pearl Street
Council Bluffs, IA 51503
Telephone: (712) 890-5350

DISCLAIMER
This map is prepared and compiled from City documents, plans and other public records data. Users of this map are hereby notified that the City expressly disclaims any and all responsibilities for errors, if any, in the information contained on this map; the misuse of the same by the user or anyone else. The user should verify the accuracy of information/data contained on this map before using it. The City assumes no legal responsibility for the information contained on this map.



Historical Society of Pottawattamie County

September 20, 2020

To Whom it May Concern:

This letter is in support of the designation of the 530 West Broadway complex as a local historic landmark. We believe this designation will significantly contribute to the long term preservation of what is an important element of Council Bluffs' cultural heritage.

As suburban sprawl and roadside development make more and more places look the same, the unique buildings we have remaining take on an increased importance in helping to maintain our identity. This is more acute in Council Bluffs than most cities. The aggressive urban renewal project of the early 1970s markedly changed the community's personality by removing all buildings of the downtown's central district. It places us in a unique situation. Few if any other cities have likely come even close to eliminating so much of their central district, which is typically the area the community identifies with and that gives a town its character and individuality.

It's not just about bricks and mortar. Historic buildings are more than examples of architecture or aesthetics; they represent the intentions, assumptions and lives of those who built them and used them, and serve as crucial touchpoints linking our legacy with the present. What makes this building complex particularly significant is that it stands as one of the few remaining examples of a specific and important time period in Council Bluffs. The city had passed through its frontier period and the transition from village-hood into being a city. This complex exemplifies the next phase, our great era of development. This time was marked by unparalleled optimism and a building boom that categorized the late 19th and early 20th Century, when the prevailing notion was, "Council Bluffs will reach far beyond the bounds of any speculation or prophesy."

The Council Bluffs Board of Trade wrote in 1889, "Five years ago and the stranger looked upon a village. None of the characteristics of city-hood were here. Can this now be Council Bluffs? Yes, this is Council Bluffs— energized, modernized, and progressive." This is the time period the 530 West Broadway complex grew out of. We hope to see those buildings remain as a monument to that era and to that attitude which brought together the energy and forces which propelled Council Bluffs into a dynamic city and shaped our future for the next several decades.

Regards,
Board of Directors,
Historical Society of Pottawattamie County

ATTACHMENT C

Christopher Gibbons

From: Sheryl Garst <sgarst@the712initiative.org>
Sent: Tuesday, October 6, 2020 5:30 PM
To: Christopher Gibbons
Cc: Lynn Dittmer; Jennifer Honebrink; Chris Jansen
Subject: FW: 530 W Broadway support
Attachments: 530 W. Broadway Landmark Listing Support.xlsx; 530 W Bway letter of support HSPC.pdf; public-hearing-appeal-2020-05-12 - Revit PC.xlsx

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

Dear Chris,

On September 29th we launched a social media petition supporting a local landmark designation for 530 W. Broadway. http://the712initiative.org/2020/09/local-historic-landmark-public-hearing/?fbclid=IwAR2um4iMByx6e79qfjacc8qBZR_weo6pz6d3_XdAi2F2kQ0CsqoFkL_4Clw

Attached are the 89 responses we received along with comments. Can you please forward this to the local Historic Preservation Commission on our behalf for Wednesday’s meeting.

Along with this call for the local landmark designation, the revitalization of this project has also received the following public support:

- 12,250 citizens past and present ‘liked’ our call for stories, 3,089 commented in a 48 hr period as we were working on the local landmark designation research. Comments and stories were endless. Took a screenshot of a few.
- 82 citizens signed a petition this May to support Urban Revitalization Area benefits to support the renovation of the property. See attached.
- 122 top fans of the project helped form the Facebook Group ‘500 Block Reimagined’ for regular updates on the project.
- Preserve Council Bluffs at 1,100 and ‘You might be from Kanesville if’ at 14,000 social media members shared and support the efforts for the designation and project.
- Historical Society of Pottawattamie County composed a letter of support for the local landmark designation.

Lynn and I will be in attendance on Wednesday to speak on the designation’s behalf. If there are any questions or concerns that we can address prior to Wednesday, please do not hesitate to contact us via email or at 402-630-7474.

Sincerely,

SHERYL GARST
Chief Executive Officer
sgarst@the712initiative.org


THE 712 INITIATIVE
1228 S. Main St.
Council Bluffs, Iowa 51503


712.396.2464 office
402.630.7474 mobile

THE 712 INITIATIVE



We have a new website! Visit the712initiative.org today!

The 712 Initiative✎ Edit Sign Up📣 Promote👁 View




Judith Brown

My father wore suits to his job everyday and bought a lot of clothes there.

👍 2

[Like](#) · [Reply](#) · [Message](#) · 17w




Stephanie Rae Kinnecom

I remember back in the day was Iowa Mens Clothing store

👍 1

[Like](#) · [Reply](#) · [Message](#) · 17w



Lisa Wear-Berding

My grandmother was the seamstress at Iowa Clothes for 36 years. Tommy, who was a salesman there for many many years works at Bombgaars in the men's clothing would be able to tell u many stories. I remember Mr and Mrs Coehn, his daughter Betty and her son Pete and many other sales associates. I have lots of memories of the original store with the wooden floors to where they bought the business next to them and expanded. There was a distinct smell of all the mens clothing that I still remember to this day! 😊😊

❤️ 1

[Like](#) · [Reply](#) · [Message](#) · 17w



I have such fond memories walking up to Eves bakery for an after school snack. Yum.

Like · Reply · Message · 17w



Alan Fisher

This is a story my grandfather told me in the 1960's. He only bought clothes for himself and me, his only grandson, at Iowa Clothes. I asked him "why" once and he told me that when he moved to Council Bluffs from Des Moines to take a job at the mail terminal he needed a suit to go on a blind date, arranged by one of his co-workers, and before his first paycheck. He walked in to Iowa Clothes and Mr. Harry Cohen, the owner, sold him a suit and told him to come back in on payday and pay for it. My grandfather was so delighted about this arrangement and the kindness and generosity showed a young 25 year old man that he forever bought his clothes and mine at Iowa Clothes. Now that's goodwill! Oh, the date was with my future grandmother. That might have had something to do with his loyalty because they were married for 70 years. Thanks for letting me share this story. Miss the place and the wonderful salesmen there.

Like · Reply · Message · 16w · Edited



Like · Reply · Commented on by Rachel Kent · 16w



Shari Green

Harry Cohen would give (free) little boys their first pair of bib overalls (OshKosh). He would say "if you have a little boy, you bring him in to see me ". This was back when we didn't know the sex of our kids until they were born.

Like · Reply · Message · 17w



Author

The 712 Initiative

What a great tradition! We love hearing stories like this.

Like · Reply · Commented on by Pcdc Initiative · 16w



Justin Cory May

The first paycheck I ever earned went toward the purchase of my letterman's jacket from Iowa Clothes Store -- a good memory.

Like · Reply · Message · 17w



From: Rachel Kent <rkent@the712initiative.org>
Sent: Tuesday, October 6, 2020 9:33 AM
To: Sheryl Garst <sgarst@the712initiative.org>
Subject: 530 W Broadway support

82 signed for support for of Urban Revitalization Area
89 signed for support of 530 W Broadway Local Historic Landmark (15 left comments that might be usable)

Let me know if you need any more information!

RACHEL KENT, CNP | Director of Marketing & PR

THE 712 INITIATIVE

O: 712.396.2467 | M: 402.290.6464
1228 S. Main St | Council Bluffs, IA 51503

FOLLOW THE 712 INITIATIVE



530 West Broadway Landmark Support List

Name (First)	Name (Last)	Email	Address (Street Address)	Address (City)	Address (State / Province)	Address (ZIP / Postal Code)	Any comments you'd like to add?	Entry Date
Kirk	Behrens	Kbcardsfan@gmail.com	3147 ave k	Council Bluffs	Iowa	51501		10/5/2020 20:51
Shareen	Howlett	Sh2kitties@gmail.com	1124 High St	Council Bluffs	Iowa	51503		10/5/2020 10:16
							I remember going there as a young child, my dad worked for the Cohen family then. It was a great building and represents a wonderful time in the history of Council Bluffs. I support this application for designation.	
Kathleen	Fiscus	Fiscfam@aol.com	210 Traders Pointe Circle	Council Bluffs	Iowa	51501	Kathleen Fiscus	10/5/2020 9:00
Jill	Johnson	jillj74@gmail.com	111 Kenmore Avenue	Council Bluffs	Iowa	51503		10/4/2020 13:18
Wayne	Andersen	wandersen@cox.net	301 S. 8th Street	Council Bluffs	Iowa	51501		10/2/2020 19:48
							Part of Council Bluffs forever and part of my childhood!	
Cynthia	Biederman	musicindy91@gmail.com	27207 Dogwood Road	Treynor	Iowa	51575		10/2/2020 14:17
Glennay	Jundt	Glennayjundt@yahoo.com	1825 4th Ave	Council Bluffs	Iowa	51501		10/1/2020 21:25
Frances	Mierzwa-Parr	Frances.mierzwa@gmail.com	1422 Longview Loop	Council Bluffs	Iowa	51503		10/1/2020 21:06
Keith	Jones	Keith.jones@edwardjones.com	65 Lakewood Villa	Council Bluffs	Iowa	51501		10/1/2020 14:22
Andrea	Barnes	andreab910@gmail.com	23433 Three Bridge Rd	Council Bluffs	Iowa	51503		10/1/2020 12:45
							Keep up all the great work your organization does to keep moving Council Bluffs forward.	
Terry	Bailey	terry.bailey@ecdresources.com	212 Upland Drive	Council Bluffs	Iowa	51503		10/1/2020 9:53
JoAnn	Jensen	joannammann@yahoo.com	1422 Golden Hills Dr	Crescent	Iowa	51526		10/1/2020 9:28
Turner	Morgan	533clark@gmail.com	533 Clark Ave	Council Bluffs	Alabama	51503		10/1/2020 8:19
Linda	Salvo	lindasalvo54@gmail.com	2828 Avenue D	Council Bluffs	Iowa	51501		10/1/2020 7:59
Sara	Scott	Bormanscott@earthlink.net	17805 Lochland Ridge	Council Bluffs	Iowa	51503		10/1/2020 7:32
Memory	Mescher	Memory@npdodge.com	1032 Woodbury Ave	Council Bluffs	Iowa	51503		10/1/2020 6:58
Marshall	Redmond	Marshallredmond@gmail.com	507 N. 27th St	Council Bluffs	Iowa	51501		9/30/2020 22:46
							My family always enjoys our visits to Council Bluffs. I hope you will keep your history alive by designating the 500 Block building a local historic landmark.	
Laura	Dirnberger	laurabanasic@yahoo.com	5532 W. Agatite Ave	Chicago	Illinois	60630		9/30/2020 22:33
Laural	Ronk	Longronk@cox.net	605 Ridge Road	Council Bluffs	Iowa	51503		9/30/2020 22:25
Jeannie	Aldredge	jmalredge@ssgi.com	1128 Tower Ridge Drive	Council Bluffs	Iowa	51503		9/30/2020 21:40
Alisa	Roth	Arothbw@gmail.com	23922 mcpherson ave	Council bluffs	Iowa	51503		9/30/2020 21:36
Bobbette	Behrens	Bbeherns12@gmail.com	1367 Abercorn drive	Council Bluffs	Iowa	51503		9/30/2020 20:52
Arian	Haddix	ajh514@live.com	240 Zenith Dr	Council Bluffs	Iowa	51503		9/30/2020 20:40
Chris	Gorman	chrisgorman1964@gmail.com	203 5th Avenue	Council Bluffs	Iowa	51503		9/30/2020 20:34
Caitlin	Beresford	Caitlinbdds@gmail.com	204 Fawn Park Drive	Council bluffs	Iowa	51503		9/30/2020 20:28
Kristen	Streck	kbsc17@gmail.com	2416 Avenue D	Council Bluffs, IA	Iowa	51501		9/30/2020 20:21
							Great job, 712 Initiative!!!! VISION is everything to revitalize and reignite pride in Council Bluffs!	
Tamara	Brunow	Tbrunow@brunowcontracting.com	19556 Deer Run Lane	Council Bluffs	Iowa	51503		9/30/2020 19:57
Ryan	Mann	ryan_d_mann@yahoo.com	14638 Meadowbrook Lane	Council Bluffs	Iowa	51503		9/30/2020 19:32
Mackenzie	Shelton	Sheltonomaha@gmail.com	27628 Mahogany Rd	Underwood	Iowa	51576		9/30/2020 19:30
Amy	McDermott	Amy.mcdermott@aol.com	18612 Taylor Ln	Council Bluffs	Iowa	51503		9/30/2020 19:27
Buck	Christensen	bbuucckk@hotmail.com	219 5th Ave	Council Bluffs	Iowa	51503		9/30/2020 19:25

Cory	Peterd	charcor241@yahoo.com	241 5th Ave.	Council Bluffs	Iowa	51503	9/30/2020 19:08
Anna	Smith	Alpski13@hotmail.com	13165 Bluebird Lane	Council Bluffs	Iowa	51503	9/30/2020 18:55
							I love our city. One of many reasons why is our history. Preserving buildings like these allow us to share with our children what our home town once was. My middle school son absolutely loves history. I have no doubt the reasoning behind this. We visit The Dodge House frequently and love walking around historic districts. Places like these draw us closer to our past. Seeing is believing. Believing creates knowledge and
Stacey	Smith	bbknauss@yahoo.com	31 Wenwood Circle	Council Bluffs	Iowa	51503	growth. 9/30/2020 18:44
Jill	Shudak	Jshudak@yahoo.com	1123 E Washington Ave	Council Bluffs	Iowa	51503	9/30/2020 18:43
Diane	Strin	stein.diane@gmail.com	132 W Broadway	Council Bluffs	Iowa	51503	I support this. 9/30/2020 18:16
Charlie	Johnson	Cajohnson816@gmail.com	121 Fox Haven Drive	Council Bluffs	Iowa	51503	9/30/2020 18:08
							It would be a great addition to our downtown area!
Theresa	Martin	Tmartin@npdodge.com	110 5th Ave	Council Bluffs	Iowa	51503	9/30/2020 17:57
Chrystal	Dawson	Chrystal.dawson@gmail.com	213 Upland Dr	Council Bluffs	Iowa	51503	9/30/2020 17:51
Amy	Mosher	akline1@cox.net	18 Ellis Circle	Council Bluffs	Iowa	51503	9/30/2020 17:51
Jane	Hout	1428waneemo@gmail.com	110 S 35th St. Apt. #26	Council Bluffs	Iowa	51501	9/30/2020 17:32
Patricia	LaBounty	Plabount@up.com	210 Elmwood Dr	Council Bluffs	Iowa	51503	9/30/2020 17:26
Jaymes	Sime	jsime@themicahhouse.org	1415 Avenue J	Council Bluffs	Iowa	51501	9/30/2020 17:04
Melissa	Pettit	Melp0124@gmail.com	128 Happy Hollow Blvd	Council bluffs	Iowa	51503	Live Council Bluffs and the idea for this building!! 9/30/2020 16:59
Nicole	Juranek	njuranek@iwcc.edu	1720 Fair Oaks	Council bluffs	Iowa	51503	9/30/2020 16:56
Lynn	Dittmer	lre014lrd@gmail.com	3381 Waverly Avenue	Shelby	Iowa	51570	9/30/2020 16:55
Mary	Gum	mary.gum@gmail.com	333 Lawton Terrace	Council Bluffs	Iowa	51503	9/30/2020 16:43
Teresa	Ratekin	Dtratekin@gmail.com	300 Elmwood Dr	Council Bluffs	Iowa	51503	9/30/2020 16:41
Jennifer	Fletcher	jebern02@hotmail.com	107 faith ave	Underwood	Iowa	51576	9/30/2020 16:41
Mandy	Barron	Mbarron1978@yahoo.com	2512 Avenue A	Council Bluffs	Iowa	51501	9/30/2020 16:39
Wendy	Kaupa	rubberducky0000@yahoo.com	1530 Chestnut Drive	Council Bluffs	Iowa	51503	9/30/2020 16:06
Craig	Carlsen	ccarlsen14@icloud.com	1608 S Lenox Cir	Council Bluffs	Iowa	515030	9/30/2020 15:40
Haley	Mace	Haleymace@icloud.com	23221 McPherson Ave	Council Bluffs	Iowa	51503	9/30/2020 15:36
Rachel	Morehead	rmorehead@ourpccf.org	11 Tower Cir	Council Bluffs	Iowa	51503	9/30/2020 15:25
							Too much of Council Bluffs' history has been
Michelle	Mutchler-Burns	gopack8763@aol.com	407 Glen Ave.	Council Bluffs	Iowa	51503	removed. 9/30/2020 15:15
Dan	Dawson	dan.dawson@legis.iowa.gov	213 Upland Drive	Council Bluffs	Iowa	51503	9/30/2020 14:59
Traci	Dresher	tracidresher@cox.net	18 Becky Ln	Council Bluffs	Iowa	51503	9/30/2020 14:55
David	Wise	davidwise@gmail.com	303 Simms Ave	Council Bluffs	Iowa	51503	9/30/2020 14:52
Josh	Kallsen	Josh@powertechteam.com	2614 railroad hwy	Council bluffs	Iowa	51503	9/30/2020 14:42
Melissa	Peterson	Melissakaecreative@gmail.com	24000 210th St	Crescent	Iowa	51526	9/30/2020 14:41
Kathy	Batie	kathybaite1@cox.net	1630 2nd Ave	Council Bluffs	Iowa	51501	9/30/2020 14:37
Stacy	Nelson	Csnelson3344@gmail.com	23832 Hunt Ave	Council Bluffs	Iowa	51503	9/30/2020 14:23
Kelsey	Stupfell	Kelsey.stupfell@tsbg.com	26396 Dogwood Rd	Council Bluffs	Iowa	51503	9/30/2020 14:14
Giuseppe	Disalvo	giuseppedisalvo@gmail.com	208 kestrel ct	council bluffs	Iowa	51501	9/30/2020 13:57
Melissa	Head	Issy1997@aol.com	211 park avenue	Council bluffs	Iowa	51503	9/30/2020 13:51

Chad	Hannan	chadhannan@gmail.com	109 Applewood Court	Council Bluffs	Iowa	51503		9/30/2020 13:40
Marie	Miller	Marie.miller@tsbank.com	2310 Delmar Ridge Lane	Council Bluffs	Iowa	51503		9/30/2020 13:32
Kristine	Plunkett	Kplunkett68@hotmail.com	2333 Valley View Drive	Council Bluffs	Iowa	51503		9/30/2020 13:30
							As a 5th generation resident I think this designation would be a fitting and lasting tribute to this local landmark.	
Barry	Cleveland	bcleaveland@cox.net	1435 McPherson Ave.	Council Bluffs	Iowa	51503		9/30/2020 13:08
Diane	Mckee	Dsuemckee@cox.net	1026 Simms ave	Council bluffs	Iowa	51503		9/30/2020 13:03
Sara	Porter	Sarasellsreiane@gmail.com	210 Peregrine	Council Bluffs	Iowa	51501		9/30/2020 12:20
Cieandra	Tripp	cieandralt@aol.com	15 Scarlet Oaks Ln	Council Bluffs	Iowa	51503		9/30/2020 11:55
Pam	Beall	Pbeall723@gmail.com	8801 Capitol Avenue	Omaha	Nebraska	68114		9/30/2020 11:53
Ryan	Pozzi	ryantpozzi@gmail.com	310 Park Ave	Council Bluffs	Iowa	51503		9/30/2020 11:15
Clarrissa	Newman	clarrissa74@gmail.com	823 Military Avenue	Council Bluffs	Iowa	51503		9/30/2020 11:08
Jeremy	Damgaard	jeremy.damgaard@gmail.com	625 Franklin Ave	Council Bluffs	Iowa	51503		9/30/2020 10:32
Jeff	Snow	jefferymsnow@gmail.com	648 Forest Dr	Council Bluffs	Iowa	51503		9/30/2020 10:11
							It will certainly help with the development of the area as well as, add additional tax base for the city and county.	
Gary	Matters	gmatters76@gmail.com	16726 state orchard road	council bluffs	Iowa	51503		9/30/2020 10:05
Emma	Schwaller	emma.schwaller@gmail.com	1221 High Street	Council Bluffs	Iowa	51503		9/30/2020 8:19
Alice	Johnson	Thebeautyoperators@gmail.com	156 w Broadway	Council bluffs	Iowa	51503		9/30/2020 7:18
Julie	Ryan	julieannryan1@yahoo.com	612 Oakland Dr	Council Bluffs	Iowa	51503		9/30/2020 1:15
Kyle	McGlade	Kmcglade29@gmail.com	141 W Broadway	Council Bluffs	Iowa	51503		9/29/2020 20:33
Kristen	Blum	Ksiegler22@gmail.com	20527 270th St	Mc Clelland	Iowa	51548		9/29/2020 20:30
							This would be a great project to preserve some of our history! Don't tear down another beautiful building!	
Matthew	Petersen	mpetersen1971@hotmail.com	729 Forest Drive	Council Bluffs	Iowa	51503		9/29/2020 18:42
Joan	Friedrichsen	jfriedrichsen@hotmail.com	13 Kay Court	Council Bluffs	Iowa	51503-1638		9/29/2020 18:29
Lorraine	Hassett	loridz@msn.com	207-1/2 Park Ave	Council Bluffs	Iowa	51503		9/29/2020 17:47
							This designation and project will make a wonderful addition to our city! Habitat for Humanity of Council Bluffs is proud to support The 712 Initiative and 530 W Broadway becoming a local historic landmark.	
Blake	Johnson	bjohnson@habitatcb.org	26 susan lane	Council Bluffs	Iowa	51503		9/29/2020 17:40
							I truly hope the old Iowa Clothes building is put on the historic register. I also believe the old bank building on Broadway and Main should be added to the registry also. They're the only 2 original remaining structures on that part of Broadway.	
David	Berry	davidberry45@gmail.com	1400 Franklin Ave.	Council Bluffs	Iowa	51503		9/29/2020 17:04
Kate	Gaul	Kgaul83@gmail.com	228 5th Avenue	Council Bluffs	Iowa	51503		9/29/2020 16:52

NOTICE OF PUBLIC HEARING

TO WHOM IT MAY CONCERN:

You and each of you are hereby notified that the City Council of the City of Council Bluffs, Iowa, has scheduled a public hearing on the request of Pottawattamie County Development Corporation (PCDC) d/b/a The 712 Initiative to amend the zoning map as adopted by reference in Section 15.02.070, by designating property commonly known as the 500 Block of West Broadway and legally described as Lots J, K, L and M, Auditor's Subdivision, of Block 6, Mynster's Addition, and Block 2, Bayliss 1st Addition, City of Council Bluffs, Pottawattamie County, Iowa, as a local historic landmark.

You are further notified that the public hearing on said matter will be held by the City Council of the City of Council Bluffs, Iowa, at its regular meeting held at 7:00 p.m., on the 14th day of December, 2020 in the City Council Chambers, 2nd Floor of City Hall, 209 Pearl Street, Council Bluffs, Iowa at which time and place all persons interested in said matter will be given an opportunity to be heard.

Jodi Quakenbush, City Clerk

ORDINANCE NO. 6433

AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF COUNCIL BLUFFS, IOWA, AS ADOPTED BY REFERENCE IN SECTION 15.02.070 OF THE 2015 MUNICIPAL CODE OF COUNCIL BLUFFS, IOWA, BY DESIGNATING THE PROPERTY COMMONLY KNOWN AS 500 BLOCK OF WEST BROADWAY AND LEGALLY DESCRIBED AS LOTS J, K, L AND M, AUDITOR'S SUBDIVISION, OF BLOCK 6, MYNSTER'S ADDITION, AND BLOCK 2, BAYLISS 1ST ADDITION, CITY OF COUNCIL BLUFFS, POTTAWATTAMIE COUNTY, IOWA, AS A LOCAL HISTORIC LANDMARK.

**BE IT ORDAINED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA**

SECTION 1. That the Zoning Map of the City of Council Bluffs, Iowa, as adopted by reference in Section 15.02.070 of the 2015 Municipal Code of the City of Council Bluffs, Iowa, be and the same is hereby amended to designate the property being commonly known as the 500 Block of West Broadway and legally described as Lots J, K, L and M, Auditor's Subdivision, of Block 6, Mynster's Addition, and Block 2, Bayliss 1st Addition, City of Council Bluffs, Pottawattamie County, Iowa, as a local historic landmark.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any of the provisions of this ordinance are for any reason declared illegal or void, then the lawful provisions of this ordinance which are severable from said unlawful provisions shall be and remain in full force and effect, the same as if the ordinance contained no illegal or void provisions.

SECTION 4. EFFECTIVE DATE. This ordinance shall be in full force and effect from and after its final passage and publication, as by law provided.

PASSED
AND
APPROVED

December 14, 2020.

MATTHEW WALSH

Mayor

Attest:

JODI QUAKENBUSH

City Clerk

First Consideration: 11-23-20
Second Consideration: 12-14-20
Public Hearing: 12-14-20
Third Consideration: _____

Council Communication

Department: City Clerk
Case/Project No.: ZT-20-005
Submitted by: Haley P. Weber, Planner

Ordinance 6434
ITEM 4.B.

Council Action: 12/14/2020

Description
Ordinance to amend Chapter 15.26 "Nonconformities" of the Zoning Ordinance by amending Section 15.26.030 "Nonconforming Uses." ZT-20-005

Background/Discussion
See attached staff report.

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
Case #ZT-20-005 Staff Report	Other	11/13/2020
Attachment A - Proposed Section 15.26.030	Other	11/13/2020
Attachment B - Top Ten Iowa Cities - Nonconforming Uses	Other	11/13/2020
Public Hearing Notice	Other	11/13/2020
Ordinance 6434	Ordinance	11/18/2020

City Council Communication

Department: Community Development Cases #ZT-20-005 Applicant: Council Bluffs Community Development Department	Ordinance No.	1 st Consideration: 11/23/2020 2 nd Consideration: 12/14/2020 3 rd Consideration: Request to be waived Planning Commission: 11/10/2020
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Subject/Title

Public hearing on the request of the Council Bluffs Community Development Department to amend Section 15.26.030(b), Abandonment of Nonconforming Use, of the Municipal Code (Zoning Ordinance) to allow a nonconforming use to cease for a continuous period of twelve (12) months before the subsequent use shall be required to conform to the use regulations of Title 15: Zoning.

Background

The Community Development Department is requesting to amend Section 15.26.030(b), Abandonment of Nonconforming Use, of the Municipal Code (Zoning Ordinance) to allow a nonconforming use to cease operating for a continuous period of twelve (12) months before the subsequent use shall be required to conform to the use regulations of Title 15: Zoning. The proposed text amendment is included with this report as Attachment 'A'.

The request to amend the above mentioned section of code arose from a discussion regarding the rezoning, Case #ZC-20-010, considered by City Council on September 28, 2020. Case #ZC-20-010 involved rezoning properties from I-1/Light Industrial to C-2/Commercial District in the West Broadway Corridor, which subsequently caused a number of businesses in the West Broadway Corridor to become legally nonconforming. At this meeting, it was discussed that increasing the grace period for nonconforming uses from six (6) to twelve (12) months would be a reasonable adjustment as it would allow business owners sufficient time to sell their property and/or business before having to come into compliance with current allowed uses.

Additionally, in response to direction given by City Council to consider extending the existing six (6) month grace period for nonconforming uses, Community Development Department staff conducted research on the top ten largest cities in Iowa, which include: Des Moines, Cedar Rapids, Davenport, Sioux City, Iowa City, Waterloo, Council Bluffs, Ames, West Des Moines, and Dubuque regarding the grace period given to nonconforming uses, see Attachment 'B'. Seven of the top ten largest cities in Iowa allow a nonconforming use a twelve (12) month grace period before the subsequent use would be required to conform to current use standards. Ames and Des Moines have no grace period, requiring that nonconforming uses cease immediately upon vacancy. Council Bluffs was the only city among the top ten to have a six (6) month grace period.

The proposed text amendment is an effort to remain consistent among larger Iowa cities and provide business owners a sufficient and reasonable opportunity to legally continue to operate nonconforming uses where applicable.

Comments

All City departments and local utility providers received a copy of the proposed text amendment. The following comments were received regarding proposed amendment to Section 15.26.030(b), Abandonment of Nonconforming Uses:

- The Council Bluffs Public Works Department stated that they have no comments.
- The Council Bluffs Fire Department stated that they have no comments.
- Council Bluffs Water Works stated that they have no comments.

Recommendation

The Community Development Department recommends approval to amend Section 15.26.030(b), Abandonment of Nonconforming Use, of the Municipal Code (Zoning Ordinance) to allow a nonconforming use to cease for a continuous period of twelve (12) months before the subsequent use shall be required to conform to the use regulations of Title 15: Zoning.

Public Hearing

Staff speaker for the request:

1. Haley P. Weber, Planner, City of Council Bluffs, 209 Pearl Street, Council Bluffs, IA 51503

Speakers in favor: None

Speakers against: None

Planning Commission Recommendation

The Planning Commission recommended approval to amend Section 15.26.030(b), Abandonment of Nonconforming Use, of the Municipal Code (Zoning) to allow a nonconforming use to cease for a continuous period of twelve (12) months before the subsequent use shall be required to conform to the use regulations of Title 15: Zoning.

VOTE: AYE - Bass, Danielsen, Halm, Haner, Holm, Rater, Rew, Scott, Stroebele, and VanHouten
NAY - None ABSTAIN - None ABSENT - Hutcheson VACANT - None Motion: Carried

Attachment(s)

- Attachment A: Proposed Section 15.26.030(b), Abandonment of Nonconforming Uses
- Attachment B: Top Ten Iowa Cities – Nonconforming Uses

Prepared by: Haley P. Weber, Planner

15.26.030 Nonconforming Uses

Any legal nonconforming use existing on the effective date of the ordinance codified in this chapter may continue subject to the limitations of this section.

1. Enlargement of Nonconforming Use. No nonconforming use shall be extended or enlarged to occupy a greater area of land or structure. No additional structure not conforming to the requirements of this title shall be erected in connection with a legal nonconforming use.
2. Abandonment of Nonconforming Use. If any nonconforming use ceases for a continuous period of more than ~~six~~ twelve months, any subsequent use shall conform to the regulations of this title.
3. Relocation of Nonconforming Use. No nonconforming use shall be moved in whole or in part to any other location, unless the nonconforming use meets the requirements of this title.
4. Change of Use. A legal nonconforming use may be changed only as allowed in CBMC 15.02.
5. Allowance for Repairs. If a structure occupied by a nonconforming use becomes unsafe for use and is declared by an authorized official to be unsafe for use, it shall not thereafter be restored, repaired or rebuilt except in conformity with the regulations of this title. Nothing in this chapter shall be deemed to prevent the strengthening or restoring to a safe condition of any building or part thereof declared to be unsafe by an authorized official. When a structure containing a nonconforming use is damaged to an extent of fifty (50) percent or less of the replacement cost, the structure shall be allowed to continue if actual construction to repair it is commenced within six months of the date the damage was incurred, and the work is carried on diligently to completion within one year of this commencement.
6. For purposes of this chapter, the addition of an outdoor area of less than one hundred fifty (150) square feet for purposes of adding an outdoor dining or open air tavern area to a pre-existing liquor license establishment shall not be deemed an enlargement of a pre-existing use.

(Ord. No. 6086, § 1, 6-28-2010)

Editor's note— Ord. No. 6086, § 1, adopted June 28, 2010, repealed the former section and enacted a new section as set out herein. The former section pertained to similar subject matter and derived from Ord. No. 5315, § 4, 1997.

Attachment B

Top Ten Iowa Cities - Nonconforming Uses

10 Largest Cities in Iowa	Grace Period for a Nonconforming Use to Return after Vacancy of a Nonconforming Use	Page Number (if Code is a pdf)	Link to Code
Des Moines	Zero: immediately upon vacancy	Page 134-7-1	https://library.municode.com/ia/des_moinnes/codes/code_of_ordinances?nodeId=Chapter%20134%20-%20ZONING
Cedar Rapids	12 months	Page 319	https://cms.revize.com/revize/cedarrapids/Chapter%2032%20-%20Zoning%20Ordinance_6.8.2020.pdf
Davenport	12 months		https://www.ecode360.com/35580287
Sioux City	12 months		http://online.encodeplus.com/regs/siouxcity-ia/doc-viewer.aspx?secid=259#secid-259
Iowa City	12 months		https://codelibrary.amlegal.com/codes/iowacityia/latest/iowacity_ia/0-0-0-23648
Waterloo	12 months	Page 31	https://cms6.revize.com/revize/waterlooiowa/document_center/Planning/Zoning%20Ord%205079%20021819.pdf
Council Bluffs	6 months		https://councilbluffs.municipalcodeonline.com/book?type=ordinances#name=Chapter_15.26_-_NONCONFORMITIES
Ames	Zero: immediately upon vacancy	Page 5	http://www.cityofames.org/home/showdocument?id=649
West Des Moines	12 months		https://codelibrary.amlegal.com/codes/westdesmoinesia/latest/westdesmoines_ia/0-0-0-10243#JD_9-3-4
Dubuque	12 months		https://codelibrary.amlegal.com/codes/dubuqueia/latest/dubuque_ia/0-0-0-13821

NOTICE OF PUBLIC HEARING

TO WHOM IT MAY CONCERN:

A public hearing is to be held by the City Council of the City of Council Bluffs, Iowa, on the 14th day of December, 2020 at 7:00 p.m. in the City Council Chambers, 2nd Floor of City Hall, 209 Pearl Street, Council Bluffs, Iowa at which time and place all persons interested in said matter will be given an opportunity to be heard.

The hearing is in regards to the City's intent to amend Section 15.26.030(b), Abandonment of Nonconforming Use, of the Municipal Code (Zoning Ordinance) to allow a nonconforming use to cease operating for a continuous period of twelve (12) months before the subsequent use shall be required to conform to the use regulations of Title 15: Zoning.

Jodi Quakenbush, City Clerk

ORDINANCE NO. 6434

AN ORDINANCE TO AMEND CHAPTER 15.26 “NONCONFORMITIES” OF THE 2015 MUNICIPAL CODE (ZONING ORDINANCE) BY AMENDING SECTION 15.26.030 “NONCONFORMING USES.”

**BE IT ORDAINED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA**

SECTION 1. That Chapter 15.26 “Nonconformities” of the 2015 Municipal Code (Zoning Ordinance) is hereby amended by amending Section 15.26.030 “Nonconforming Uses” to change the timeframe for Abandonment of Nonconforming Use stated in Section 15.26.030(B) to read as follows:

15.26.030 Nonconforming Uses

Any legal nonconforming use existing on the effective date of the ordinance codified in this chapter may continue subject to the limitations of this section.

- A. Enlargement of Nonconforming Use. No nonconforming use shall be extended or enlarged to occupy a greater area of land or structure. No additional structure not conforming to the requirements of this title shall be erected in connection with a legal nonconforming use.
- B. Abandonment of Nonconforming Use. If any nonconforming use ceases for a continuous period of more than twelve months, any subsequent use shall conform to the regulations of this title.
- C. Relocation of Nonconforming Use. No nonconforming use shall be moved in whole or in part to any other location, unless the nonconforming use meets the requirements of this title.
- D. Change of Use. A legal nonconforming use may be changed only as allowed in CBMC 15.02.
- E. Allowance for Repairs. If a structure occupied by a nonconforming use becomes unsafe for use and is declared by an authorized official to be unsafe for use, it shall not thereafter be restored, repaired or rebuilt except in conformity with the regulations of this title. Nothing in this chapter shall be deemed to prevent the strengthening or restoring to a safe condition of any building or part thereof declared to be unsafe by an authorized official. When a structure containing a nonconforming use is damaged to an extent of fifty (50) percent or less of the replacement cost, the structure shall be allowed to continue if actual construction to repair it is commenced within six months of the date the damage was incurred, and the work is carried on diligently to completion within one year of this commencement.
- F. For purposes of this chapter, the addition of an outdoor area of less than one hundred fifty (150) square feet for purposes of adding an outdoor dining or open air tavern area to a pre-existing liquor license establishment shall not be deemed an enlargement of a pre-existing use.

(Ord. No. 6086, § 1, 6-28-2010)

Editor's note— Ord. No. 6086, § 1, adopted June 28, 2010, repealed the former section and enacted a new section as set out herein. The former section pertained to similar subject matter and derived from Ord. No. 5315, § 4, 1997.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any of the provisions of this ordinance are for any reason declared illegal or void, then the lawful provisions of this ordinance which are severable from said unlawful provisions shall be and remain in full force and effect, the same as if the ordinance contained no illegal or void provisions.

SECTION 4. EFFECTIVE DATE. This ordinance shall be in full force and effect from and after its final passage and publication, as by law provided.

PASSED
AND
APPROVED

December 14, 2020.

MATTHEW J. WALSH

Mayor

Attest:

JODI QUAKENBUSH

City Clerk

First Consideration: 11-23-20
Second Consideration: 12-14-20
Public Hearing: 12-14-20
Third Consideration: _____

Council Communication

Department: City Clerk
Case/Project No.: ZC-20-012
Submitted by: Moises Monroy, Planner

Ordinance 6435
ITEM 4.C.

Council Action: 12/14/2020

Description
Ordinance to amend the zoning map as adopted by reference in Section 15.02.070 by rezoning property legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, except East Kanesville Boulevard right-of-way, from R-3/Low Density Multifamily Residential District to A-P/Administrative-Professional District as defined in Chapter 15.13. Location: West of 235 Harmony Street. ZC-20-012

Background/Discussion
See attached staff report.

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
ZC-20-012 Staff Report	Other	11/13/2020
Attachment A - Case Map	Map	11/13/2020
Attachment B - Letter of Intent	Letter	11/13/2020
Attachment C - Site Conceptual Plan	Other	11/13/2020
Attachment D - Plat of Survey	Other	11/13/2020
Attachment E - Plat of Survey	Other	11/13/2020
Attachment F - Letter from Bouska	Letter	11/13/2020
Exhibit A - Letter from Historical Society of Pottawattamie County	Letter	11/13/2020
Exhibit B - Neighborhood Comments (712 Initiative)	Other	11/13/2020
Exhibit C - Letter from Lincoln-Fairview Neighborhood Association	Letter	11/13/2020
Exhibit D - Alternative Parking Conceptual Plan	Other	11/13/2020
Public Hearing Notice	Other	11/13/2020
Ordinance 6435	Ordinance	11/18/2020

City Council Communication

<p>Department: Community Development</p> <p>CASES #ZC-20-012, #CP-20-002 and #SAV-20-004</p> <p>Applicant/Property Owner: YMCA of Greater Omaha c/o Matt Chadek 430 South 20th Street Omaha, NE 68102</p> <p>Representative: Jon McCarville Leo A Daly 8600 Indian Hills Drive Omaha, NE 68114</p>	<p>Ordinance No. _____</p> <p>Reso. of Intent No. _____</p> <p>Reso. to Dispose No. _____</p>	<p>CASE #ZC-20-012 1st Consideration: 11/23/2020 2nd Consideration: 12/14/2020 3rd Consideration: 01/11/2021</p> <p>CASE #SAV-20-004 Resolution of Intent: 11/23/2020 Resolution to Dispose: 12/14/2020</p> <p>CASE #CP-20-002 Public hearing: 12/14/2020</p> <p>Planning Commission: 11/10/2020</p>
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Subject/Title

Request: Combined public hearings on the requests of YMCA of Greater Omaha to rezone properties legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, Pottawattamie County, Iowa, **EXCEPT** East Kanesville Boulevard right-of-way, from R-3/Low Density Multifamily Residential District to A-P/Administrative-Professional District; to amend the Bluffs Tomorrow: 2030 Plan by reclassifying said properties from 'Low Density Residential' to 'Local Commercial'; and to vacate and dispose of Baughn Street right-of-way lying between Harmony Street and East Kanesville Boulevard.

Location: West of 235 Harmony Street

Background

The Community Development Department has received applications from YMCA of Greater Omaha, represented by Jon McCarville, for the following requests:

1. To rezone properties legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, Pottawattamie County, Iowa, **EXCEPT** East Kanesville Boulevard right-of-way, from R-3/Low Density Multifamily Residential District to A-P/Administrative-Professional District;
2. To amend the Bluffs Tomorrow: 2030 Plan by reclassifying said properties from Low Density Residential to Local Commercial; and
3. To vacate and dispose of Baughn Street right-of-way lying between Harmony Street and East Kanesville Boulevard.

The YMCA of Greater Omaha is proposing to expand the Charles E. Lakin YMCA campus in Council Bluffs, located at 235 Harmony Street, to accommodate additional recreational amenities, including a sports court, an outdoor pavilion, a playground, a walking path and natural landing, as well as to increase the amount of off-street parking for the site (see Attachment 'C'). The applicant purchased the properties included in the proposed rezoning—the former site of St. Patrick’s Catholic Church—in 2019 with this intent. In order to combine said properties with the existing YMCA site and create one continuous campus, the applicant is requesting to vacate the portion of Baughn Street right-of-way lying between Harmony Street and East Kanesville Boulevard, which

currently separates these properties. The applicant is requesting the proposed rezoning and comprehensive plan amendment for consistency purposes.

CASES #ZC-20-012 & #CP-20-002

The subject properties are currently zoned R-3/Low Density Multifamily Residential District. Previous land uses include St. Patrick’s Catholic Church and Rectory, as well as single-family dwellings. The Charles E. Lakin YMCA is zoned A-P/Administrative-Professional District. The applicant is requesting the proposed rezoning for zoning and development consistency purposes as it will ensure the entirety of the expanded YMCA campus is located within the same zoning district.

Land Use and Zoning – The following zoning and land uses surround the subject property:

- North: Residential properties that are zoned R-3/Low Density Multifamily Residential District.
- South: Residential properties, a parking lot, several drive-in/fast-food restaurants and the Kaneshville Tabernacle, all of which are zoned C-3/Commercial District.
- East: Charles E. Lakin YMCA and CHI Health Mercy hospital, which are both zoned A-P/Administrative-Professional District.
- West: Residential properties that are zoned R-3/Low Density Multifamily Residential District.

The future land use plan of the Bluffs Tomorrow: 2030 Plan (Comprehensive Plan) designates the subject properties as Low Density Residential. The purpose of the proposed comprehensive plan amendment to Local Commercial is to ensure the future land use classification of the subject properties is consistent with the future land use classification of the current YMCA site, which is designated as Local Commercial.

All City Departments and local utilities were notified of the proposed rezoning. The following comments were received:

- Mid-American Energy stated they were not opposed to the proposed rezoning.

Public notices were mailed to all property owners within 200 feet of the request. The following comments were received:

- Brenda Dollen, owner of 201 Benton Street, contacted the Community Development Department and had an inquiry regarding on-street parking along Harmony Street.
- Marcia and Tom Bouska, owners of 218 Harmony Street, contacted the Community Development and stated they are aware of the YMCA’s need for additional parking. They also stated that the vacation of Baughn Street will increase traffic on Harmony Street. They request that parking be limited to one side of Harmony Street (see Attachment ‘F’).

Discussion

1. The A-P district is intended and designed to provide, in certain areas in the city, for the development of institutional public/semi-public uses that are arranged in a campus-style setting, with heavy public traffic volumes and multiple frontages, such as the Charles E. Lakin YMCA.
2. If approved, the proposed rezoning will provide one consistent zoning classification for the expanded YMCA campus.
3. As part of the YMCA expansion project, the applicant shall be required to replat the subject properties, the current YMCA site, and the portion of Baughn Street right-of-way proposed to be vacated into two lots of record.
 - a. The YMCA of Greater Omaha owns the properties proposed to be rezoned; however, they do not own 235 Harmony Street. Said parcel is owned by Alegent Health-Bergan Mercy Health System. The applicant has a zero cost land-lease agreement with Alegent Health-Bergan Mercy to operate the Charles E. Lakin YMCA. The first lot will be owned by the YMCA of Greater Omaha and the other lot will be owned by Alegent Health-Bergan Mercy. Both YMCA and Alegent Health-Bergan Mercy shall be

signatories on the plat, and each shall prepare separate attorney's opinion of title for the land they respectively own within the subdivision plat boundary.

- b. Said two-lot subdivision shall be subject to the approval of the proposed vacation of Baughn Street right-of-way (see Case #SAV-20-004 below).
4. The expanded YMCA campus will contain 182,144.6 square feet (4.18 acres), more or less, in area, which exceeds the minimum lot size requirements in the A-P/Administrative-Professional District.
5. The Charles E. Lakin YMCA, along with the proposed outdoor recreational amenities, is considered a 'commercial recreation (indoor and outdoor)' establishment. 'Commercial recreation (indoor and outdoor)' is a conditional use in the A-P District. The applicant shall obtain a conditional use permit (CUP) from the Zoning Board of Adjustment as part of the YMCA expansion project. Both YMCA and Alegent Health-Bergan Mercy shall be signatories on the CUP application.
6. The Bluffs Tomorrow: 2030 Plan (Comprehensive Plan) designates the subject properties as Low Density Residential. The proposed comprehensive plan amendment to Local Commercial would ensure the future land use classification of the subject properties is consistent with the future land use classification of the current YMCA site, as well as with the proposed rezoning to the A-P District and the 'commercial recreation (indoor and outdoor)' land uses.
7. Adequate utilities (e.g., water, sanitary sewer, electric, etc.) are available to accommodate the uses permitted in the A-P District.

CASE #SAV-20-004

The portion of Baughn Street proposed to be vacated is improved and is used for vehicular and pedestrian circulation. It measures approximately 55 feet in width by 284.03 feet in length. The applicant intends to vacate the subject right-of-way as part of the Charles E. Lakin YMCA expansion project.

On August 25, 2003 the City Council amended the adopted *Policy and Procedures for Alley, Street and Right-of-way Vacations*. The objectives of the amended Policy are as follows:

1. *To provide due process and citizen participation in the application and review process for vacations.*
There are two property owners with land that abuts the subject right-of-way. The owners of these properties are as follows:

West: Six vacant properties, including the former site of St. Patrick's Catholic Church, owned by the YMCA of Greater Omaha.
East: Charles E. Lakin YMCA, owned by Alegent Health-Bergan Mercy Health System (235 Harmony Street).

Both abutting property owners were mailed petitions asking if they are in favor of/opposed to the vacation request and if they were willing to/not willing to acquire the portion of right-of-way adjacent to their property, if vacated. Responses to these petitions are summarized in Comment #10 below.

2. *To ensure that no property owner is deprived of required and reasonable access.*
Lots 7 through 10, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, will be landlocked if subject right-of-way is vacated. Additionally, the west entrance to the Charles E. Lakin YMCA is located on Baughn Street. However, the existing facility can also be accessed through Harmony Street on the north. If Baughn Street is vacated, a final plat consisting of said Baughn Street right-of-way, the properties proposed to be rezoned and the current YMCA site shall be executed to ensure all platted lots of record have direct access to a publically dedicated right-of-way, to establish rights of ingress/egress and circulation between properties and to allow the applicant and Alegent Health-Bergan Mercy to retain shared access easements between the two parcels. As shown on the conceptual plan (see Attachment 'C'), the expanded

YMCA campus will be accessed through Harmony Street, thus no property owner will be deprived of required and reasonable access.

3. *To discourage the creation and eliminate or reduce existing dead-end alleys, streets or other rights-of-way.*
This request will not create a dead-end right-of-way as the request is to vacate the entirety of Baughn Street from Harmony Street to East Kanessville Boulevard.
4. *To reduce or eliminate hazardous and dangerous traffic conditions.*
Not applicable.
5. *To protect all existing and proposed public utilities located in the right-of-way and to maintain necessary utility easements.*

All City Departments and utilities were notified of the request. The following responses were received:

a. The Public Works Departments had the following comments:

- i. The Public Works Department reconstructed Baughn Street and Harmony Street in coordination with construction of the new YMCA facility. This work was completed just over three years ago. The cost to the City for the segment to be vacated was approximately \$300,000.
- ii. If the vacation of Baughn Street proceeds forward, Public Works will require an easement to remain over the entire width of the subject right-of-way to accommodate the infrastructure that is currently in place. The easement would be restricted as follows:

- A. *ERECTION OF STRUCTURES PROHIBITED: Grantor shall not erect any structure over or within the Easement Area without obtaining the prior written consent of the City Engineer, provided however grantor shall have the right to place and maintain a surfaced roadway over and within the Easement Area.*
- B. *CHANGE OF GRADE PROHIBITED: Grantor shall not change the grade, elevation or contour of any part of the Easement Area without obtaining the prior written consent of the City Engineer.*
- C. *RIGHT OF ACCESS: City shall have the right of access to the Easement Area and have all right of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area as herein described.*
- D. *REMOVAL AND REPLACEMENT: The cost of removal and replacement of any unauthorized improvement or structures within the Easement Area, necessitated by the exercise of the rights under this easement, shall be borne by the Grantor or their successors or assigns.*
- E. *SURFACE RESTORATION: City's liability to restore the surface within the Easement Area shall be limited only to grading and seeding, and replacement of grantors surfaced roadway.*
- F. *DUTY TO REPAIR: City agrees that any drain tile, drive or access way, fence, or yard or other improvements outside of the Easement Area which may be damaged as a result of any entry made through an exercise of the City's right of access shall be repaired at no expense to Grantor.*
- G. *EASEMENT RUNS WITH LAND: This easement shall be deemed to run with the land and shall be binding on Grantor and on Grantor's successors and assigns.*

iii. The Community Development Department has indicated that the ground that the YMCA has acquired will require a conditional use permit for the proposed commercial recreation (indoor and outdoor) activities. As part of that permit, Public Works will require stormwater to be managed to control quantity and quality, as per City Code.

b. MidAmerican Energy Company stated they are not opposed to the proposed vacation. They also stated that there are a pair of existing MEC owned wood lighting poles—the northerly pole supports a City streetlight and the pole to the south supports an MEC area floodlight leased to illuminate the front of the church—and two spans of overhead conductor along the west side of the Baughn Street right-of-way to be vacated that would be in conflict with the proposed redevelopment and need to be removed. They also

noted that there are existing overhead electric distribution facilities along the south side of the Harmony Street right-of-way and down the alley between Baughn Street and Benton Street that appear to be outside the area to be vacated that must remain in service and accessible. They recommend that the applicant should contact MidAmerican Energy directly to identify any requirements and costs associated with relocating electric facilities or extending new service within the development area.

6. *To maintain appropriate right-of-way width to ensure that an adequate pedestrian and vehicular circulation system is retained.*
Not applicable.
7. *To discourage the vacation of a portion of an existing alley, street or other right-of-way.*
The request is to vacate the entirety of Baughn Street right-of-way lying between Harmony Street and East Kanesville Boulevard
8. *To assist in the implementation of the goals and objectives of the Comprehensive Plan.*
The subject right-of-way is a local street that provides vehicular circulation between Harmony Street and East Kanesville Boulevard. However, both Benton Street—located west of Baughn Street—and Frank Street—which bounds the current YMCA site to the east—provide circulation between Harmony Street and East Kanesville Boulevard. Therefore, the proposed vacation of Baughn Street will not negatively impact vehicular circulation in this area of the city. The request is generally consistent with the local access and circulation objectives stated in Chapter 6, Transportation of the Bluffs Tomorrow: 2030 Plan (Comprehensive Plan).
9. *To reduce the City's maintenance liability on previously vacated right-of-way parcels from public improvement projects and various lots acquired through delinquent taxes or assessments.*
Not applicable.
10. *To establish an equitable price for surplus public property.*
All abutting property owners were notified about this vacation request. The following responses were received:
 - a. The YMCA of Greater Omaha stated they are in favor of the request and are willing to acquire the portion of Baughn Street right-of-way adjacent to their properties for the total sum of \$2,095.40.
 - b. There has been no reply from Alegent Health-Bergan Mercy Health System regarding the vacation request.

Recommendation

The Community Development Department recommends the following:

1. Approval of the request to rezone property to rezone properties legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, Pottawattamie County, Iowa, **EXCEPT** East Kanesville Boulevard right-of-way, from R-3/Low Density Multifamily Residential District to A-P/Administrative-Professional District, based on the reasons stated above.
2. Approval of the request to amend the Bluffs Tomorrow: 2030 Plan by reclassifying properties legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, Pottawattamie County, Iowa, **EXCEPT** East Kanesville Boulevard right-of-way, from Low Density Residential to Local Commercial, based on the reasons stated above.
3. Approval of the request to vacate and dispose of Baughn Street right-of-way lying between Harmony Street and East Kanesville Boulevard, effective at the time of and subject to the following conditions:
 - a. An easement shall be retained over the subject right-of-way for utility access and maintenance purposes;
 - b. All portions of the subject right-of-way shall be disposed of to an abutting property owner(s);

- c. A final plat consisting of the subject right-of-way, the properties proposed to be rezoned and the current YMCA site shall be executed by the City to create new platted lots of record with direct access to a publically dedicated right-of-way; and
- d. A conditional use permit shall be obtained from the Zoning Board of Adjustment for the commercial recreation (indoor and outdoor) activities proposed as part of the expansion project.

Public Hearing

Staff speakers for the request:

- 1. Moises Monrroy, Planner, City of Council Bluffs, 209 Pearl Street, Council Bluffs, IA
- 2. Christopher Gibbons, Planning Manager, City of Council Bluffs, 209 Pearl Street, Council Bluffs, IA

Speakers in favor:

- 1. Leo McIntosh, Charles E. Lakin YMCA, 235 Harmony Street, Council Bluffs, IA 51503
- 2. Chris Rochleau, Charles E. Lakin YMCA, 1425 9th Avenue, Council Bluffs, IA 51501

Speakers against:

- 1. Sheryl Garst, The 712 Initiative, 1228 South Main Street, Council Bluffs, IA 51503
- 2. Patricia Murphy, Preserve Council Bluffs, 333 Willow Avenue, Council Bluffs, IA 51503
- 3. Anthony Beraldi, 238 Harmony Street, Council Bluffs, IA 51503
- 4. Ken Freudenburg, Lincoln-Fairview Neighborhood Association, 510 Oakland Avenue, Council Bluffs, IA 51503
- 5. Linda Emge, 244 Harmony Street, Council Bluffs, IA 51503
- 6. Deb Petersen, 215 South Main Street, Council Bluffs, IA 51503
- 7. Amanda Scott, 220 Harmony Street, Council Bluffs, IA 51503

Planning Commission Recommendation

Note: The reasons stated below are a summary of statements made by the voting majority of the City Planning Commission, as interpreted and condensed by the Community Development Department, and do not represent the entire Planning Commission as some did not make any comments and/or voted in the minority. The Planning Commission’s official discussion and vote can be heard on the recorded meeting minutes located in the Community Development Department. This summary of statements was requested by City Council and is not intended to misrepresent the intent of the City Planning Commission or its individual members. Any misinterpretation of language, intent, or emphasis is not intended.

The Planning Commission recommended denial of all three requests, based on the following reasons:

- 1. Most right-of-way vacation requests involve streets and alleys that are unimproved and/or not utilized for traffic circulation. The applicant’s request would result in vacating a fully improved roadway which is utilized by the neighborhood for on-street parking and traffic circulation. Approval of this request would also be disruptive to the traffic patterns in this area of the City.
- 2. The proposed rezoning and future land use plan amendment results in a fundamental change to the City’s zoning map and Bluffs Tomorrow: 2030 Comprehensive Plan. The request by the applicant to expand their parking lot and construct an outdoor amenity area for the YMCA campus does not justify such a fundamental change to the City’s zoning map and future land use plan of the Bluffs Tomorrow: 2030 Plan.

VOTE: AYE - Halm, Holm, Rew, Scott, Stroebele and Van Houten, and VanHouten
NAY - Bass, Danielsen, Haner and Rater ABSTAIN - None ABSENT - Hutcheson VACANT - None
Motion: Carried.

Attachments

- Attachment A: Location/Zoning Map
- Attachment B: Letter of Intent

Attachment C: Site Conceptual Plan
Attachment D: Plat of Survey (Rezoning Exhibit)
Attachment E: Plat of Survey (Street, Alley and Right-of-Way Vacation Exhibit)
Attachment F: Letter from Bouska

The following exhibits were presented to the Planning Commission at the 11/10/2020 public hearing:



Exhibit A: Letter from the Historical Society of Pottawattamie County
Exhibit B: Neighborhood comments from survey conducted by the 712 Initiative
Exhibit C: Letter from Lincoln-Fairview Neighborhood Association to YMCA
Exhibit D: Alternative Parking Conceptual Plan by the 712 Initiative

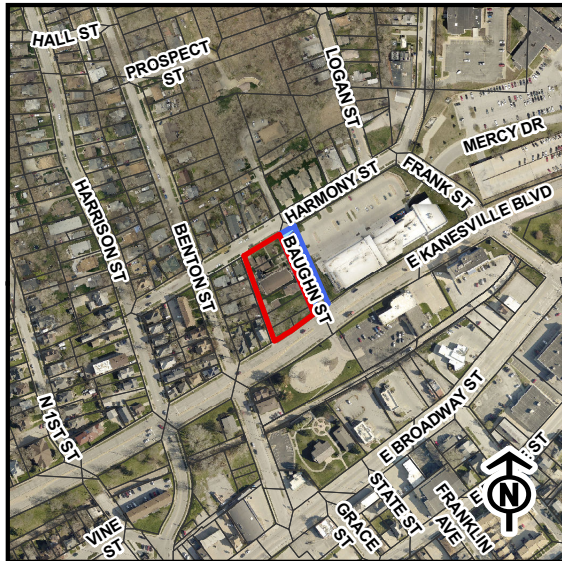
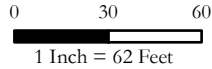
Prepared by: Moises Monrroy, Planner, Community Development Department

CITY OF COUNCIL BLUFFS - CITY PLANNING COMMISSION

CASES #ZC-20-012, #CP-20-002 and #SAV-20-004 LOCATION/ZONING MAP

Legend

-  Subject ROW (ROW Vacation)
-  Subject Property (Rezoning & Comprehensive Plan Amendment)

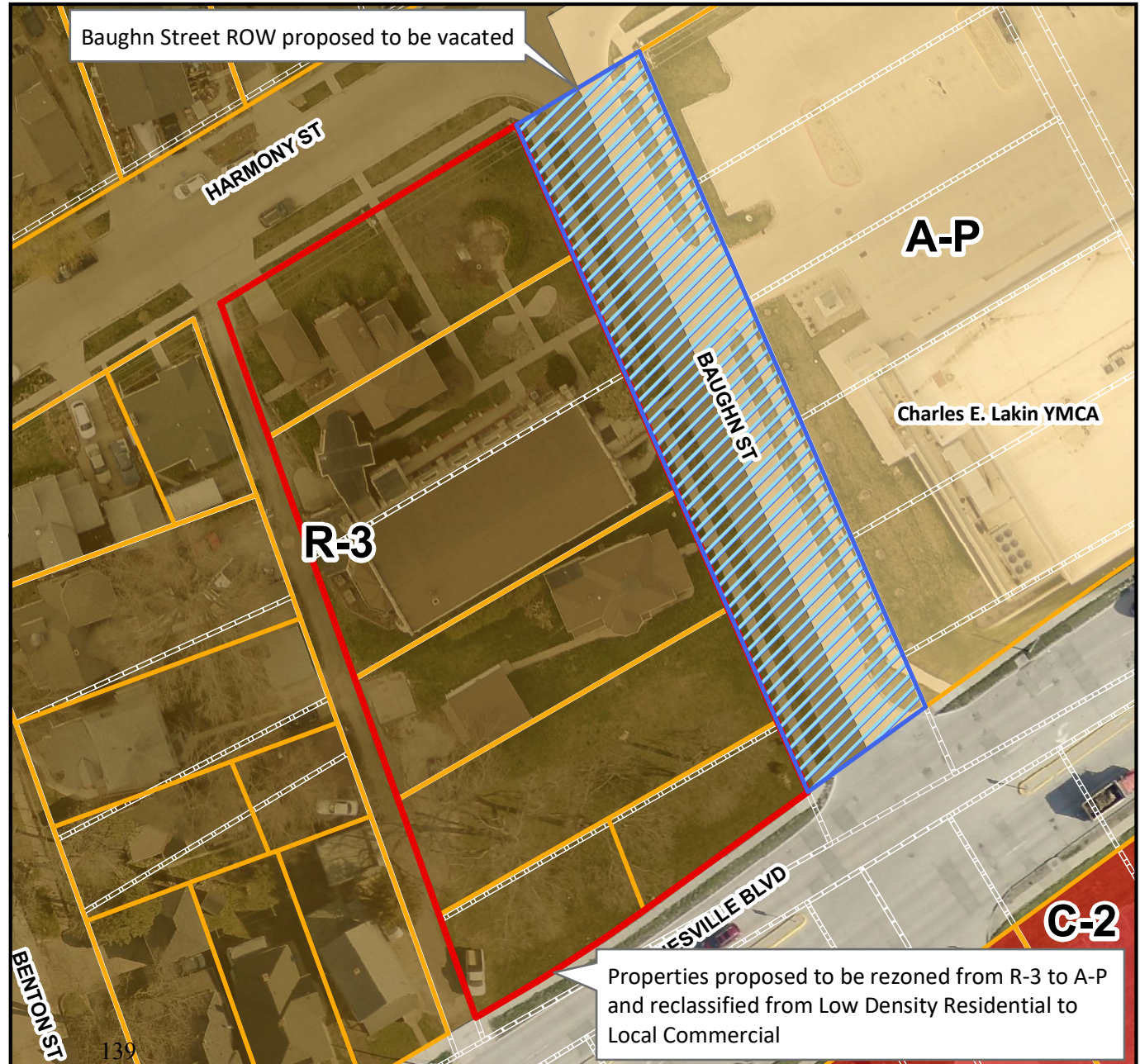


Last Amended: 10/19/2020



Council Bluffs Community
Development Department
209 Pearl Street
Council Bluffs, IA 51503
Telephone: (712) 890-5350

DISCLAIMER
This map is prepared and compiled from City documents, plans and other public records data. Users of this map are hereby notified that the City expressly disclaims any and all responsibilities for errors, if any, in the information contained on this map or the misuse of the same by the user or anyone else. The user should verify the accuracy of information/data contained on this map before using it. The City assumes no legal responsibility for the information contained on this map.



Attachment B

YMCA OF GREATER OMAHA CHARLES E. LAKIN CAMPUS PARK PROJECT COUNCIL BLUFFS, IA

The YMCA of Greater Omaha manages 10 YMCA facilities across the Metro area, including the Charles E. Lakin YMCA in Council Bluffs. The leadership of the YMCA is requesting the opportunity to discuss the Lakin Campus Park Project with Council Bluffs city leaders, in an effort to inform stakeholders as well as secure certain project approvals. Specifically, after many professional design reviews with LEO A DALY and other advisors, the YMCA is interested in gaining approval to vacate the current Baughn Street throughfare, located just east of the facility. This will enhance the Charles E. Lakin YMCA, as it allows us to deliver the safest, most user-friendly, and desirable park experience possible for the community and YMCA members and staff.

The Charles E. Lakin YMCA's popularity has far exceeded expectations since it opened in 2018. During 2019, the Y purchased the old St. Patrick's Church property adjacent to the YMCA. This purchase was made with the intent of expanding the campus to accommodate current demand as well as future growth. Vacating Baughn Street will have numerous benefits:

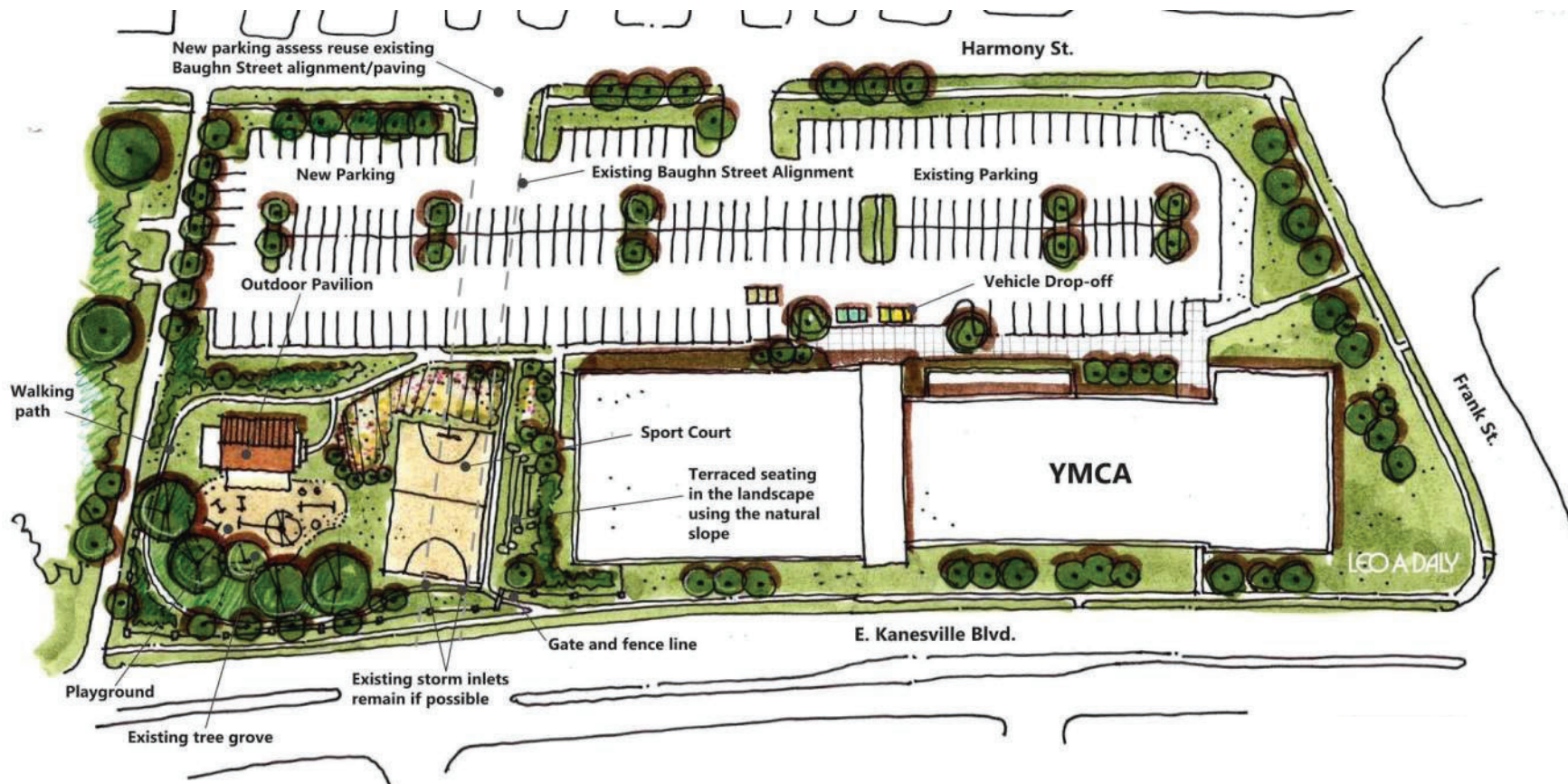
- Make the YMCA one continuous campus, creating a safer experience for staff, members, summer camp and after-school attendees and community members
- Allow for more, varied and better-quality recreational amenities within the park itself
- Create more space overall for amenities, which may prove useful should we enter into a prolonged COVID situation where social distancing is the new normal
- Allow park designers to minimize street crossings, interaction and impact with the busy, neighboring Kaneshville Boulevard, adjacent to the facility and new park
- Create incremental parking spots within the YMCA lot, thereby benefitting neighboring residents, as well as the hospital, with less traffic and less on-street parking
- Eliminate Baughn as a currently congested, often too narrow street

Recreational amenities, which will be maintained entirely by the Y and made available for public use when not programmed by the Y, are planned to include:

- Sports courts
- Pavilion
- Playground
- Walking path
- Natural landscaping

If designed with Baughn Street still in place, these components will be compromised and more condensed, reducing the overall sense of outdoor space and place. With Baughn Street vacated, the campus will afford a more holistic, aesthetically complete design. The Y recognizes that The City has made significant utility improvements under Baughn Street in 2018, and any and all easements required by the City would be acknowledged in the final design.

In addition to vacating Baughn Street, the Y is submitting a rezoning application, at the request of the City of Council Bluffs, for the lots purchased in 2019. This is an effort to match the current zoning of the Charles E. Lakin YMCA (Zoning Designation A-P). The Y will also pursue a plat of all lots to form a single property and an amendment to the Conditional Use Permit to allow this type of use within this zoning district.



LEO A DALY

Site Concept Plan
Project Location

INDEX LEGEND

SURVEYOR'S NAME / RETURN TO:
 TARRON MEAIKE
 SNYDER & ASSOCIATES, INC.
 1751 MADISON AVENUE
 COUNCIL BLUFFS, IOWA 51503
 712-322-3202
 TMEAIKE@SNYDER-ASSOCIATES.COM
 SERVICE PROVIDED BY:
 SNYDER & ASSOCIATES, INC.
 SURVEY LOCATED:
 LOTS 6, 7, 8, 9, 10 & 11
 BAUGHN'S SUBDIVISION
 COUNCIL BLUFFS, IOWA
 REQUESTED BY:
 YMCA OF GREATER OMAHA
 OWNER:
 ST. PATRICK'S CHURCH OF COUNCIL BLUFFS



Tx:4970400
2019-00787

RECORDER MARK BRANDENBURG
 POTTAWATTAMIE COUNTY, IA

FILE TIME: 01/22/2019 12:33:45 PM

R FEES 10.00 RMA \$ 1.00
 A FEES _____ ECOM \$ 1.00
 T TAXES _____

RECORDING FEE 10.00
 RMA FEE 1.00
 ECM FEE 1.00

RETRACEMENT PLAT OF SURVEY

Deed Description (Book 91 Page 9120):
 South 2 feet of W1/2 of Lot 7, and W1/2 of Lot 6, Baughn's Subdivision of Lot 8, Original Plat, Council Bluffs, Iowa, EXCEPT a parcel of land located in Lot 6 in Baughn's Subdivision of Lot 8 in the Original Plat of Council Bluffs, Iowa, said parcel being more particularly described as:
 Commencing at the southwesterly corner of said Lot 6, said point being the intersection of the northerly line of Washington Avenue as it now exists with the easterly line of said Lot 6; thence N84°43'E 35.8 ft. along the southerly line of said Lot 6 to the point of beginning; thence continuing N84°43'E 40.0 ft. along said southerly line; thence N3°26 1/2'E 2.0 ft.; thence S81°54 1/2'W 40.4 ft. to a point on the southerly line of said Lot 6, the point of beginning.

Deed Description (Book 91 Page 14032):
 North 48 feet of Lot 7, Baughn's Subdivision of the Original Plat of Lot (8) commonly known as 126 Baughn, Council Bluffs, Iowa.
 AND

Part of the E 1/2 of Lot 6 and south 2 ft. of the E 1/2 of Lot 7 in Baughn's Subdivision of Original Plat Lot 8, in the City of Council Bluffs, Pottawattamie County, Iowa, more particularly described as follows: Beginning at the northeast corner of the south 2 ft. of the E 1/2 of said Lot 7, thence S 84° 46'W 74.58 ft. along the northerly line of the south 2 ft. of the E 1/2 of said Lot 7 to the northwesterly corner thereof, thence S03° 26 1/2'W 37.98 ft. along the westerly line of the E 1/2 of said Lot 7 and the E 1/2 of said Lot 6, thence N79° 15 1/2'E 77.08 ft. to a point on the easterly line of said Lot 6, thence N01° 32 1/2'E 30.36 ft. along the easterly line of said Lot 6 and the south 2 ft. of said Lot 7 to the northeast corner of the south 2 ft. of the E 1/2 of said Lot 7, the point of beginning; said parcel contains 2,543 sq. ft. more or less.

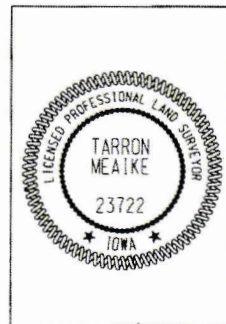
Deed Description (Book 91 Page 23091):
 Lot 8 in Baughn's Subdivision to Council Bluffs, Iowa, being further known as Lot 8 in Baughn's Subdivision of Original Plat Lot 8 of Council Bluffs, Iowa.

Deed Description (Book 701 Page 33):
 All of Lots nine and ten and eleven (9, 10, & 11) in Baughn's Subdivision of Lot Eight (8) of the Original Plat of Council Bluffs, Iowa, excepting a tract described as follows:-- Commencing at the northeasterly corner of said Lot 11 and running thence southwesterly along the northerly line of said Lot 11 a distance of 73 feet, thence running southerly parallel with the Easterly line of said Lots 11 and 10 a distance of 105 feet and 8 inches to the southerly line of said Lot 10, thence running easterly along said southerly line of said Lot 10 a distance of 73 feet to the southeasterly corner of said Lot 10, thence running northerly along the easterly line of said Lots 10 and 11 a distance of 105 feet and 8 inches to the place of beginning.

Deed Description (Book 696 Page 312):
 That Part of Lots 10 and 11 in Baughn's Subdivision of Lot 8 in the Original Plat of the City of Council Bluffs, Iowa, described by metes and bounds as follows:-- Commencing at the northeasterly corner of said Lot 11 at the intersection of Harmony Street and Baughn Street) and running thence southwesterly along the northerly line of said Lot 11 a distance of 73 feet, thence running southerly parallel with the Easterly line of said Lots 11 and 10 a distance of 105 feet and 8 inches to the southerly line of said Lot 10, thence running northeasterly along said southerly line of said Lot 10 a distance of 73 feet to the southeasterly corner of said Lot 10, thence running northwesterly along the easterly line of said Lots 10 and 11 a distance of 105 feet and 8 inches to the place of beginning.

LEGEND

Survey	Found	Set
Section Corner	▲	△
1/2" Rebar, Yellow Cap #23722 (Unless Otherwise Noted)	●	○
ROW Rail	■	
Calculated Point	+	
Platted Distance	P	
Measured Bearing & Distance	M	
Recorded As	R	
Deed Distance	D	
Calculated Distance	C	
Centerline	-----	
Section Line	-----	
1/4 Section Line	-----	
1/4 1/4 Section Line	-----	
Easement Line	-----	



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.
Tarron Meaike 1/18/2019
 Tarron Meaike, PLS Date
 License Number 23722
 My License Renewal Date is December 31, 2019
 Pages or sheets covered by this seal:
 Sheets 1 and 2 of 2

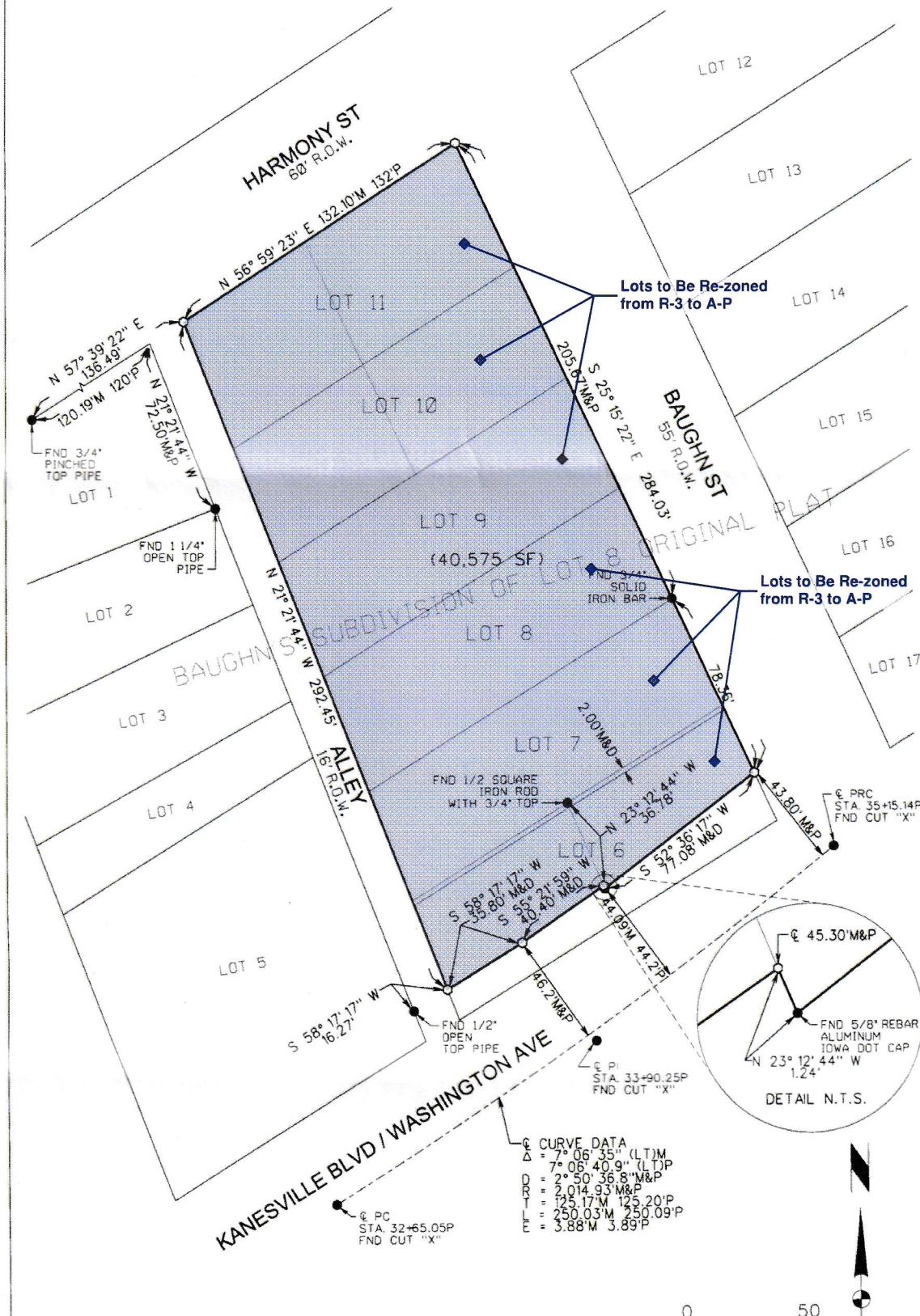
YMCA OF GREATER OMAHA
RETRACEMENT PLAT OF SURVEY



1751 MADISON AVENUE
 CO. BLUFFS, IOWA 51503 (712) 322-3202

SHEET 1 OF 2
 PN: 1190119
 FLD BK: XX PG.XX
 DATE: 1/18/2019
 PM/TECH: TEM

RETRACEMENT PLAT OF SURVEY

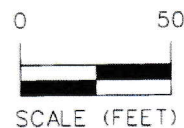


BASIS OF BEARING

IA REGIONAL CS ZONE 6,
US SURVEY FEET; IA RTN DERIVED
NAD83(2011)(EPOCH 2010.0000)

DATE OF SURVEY

1-17-2019



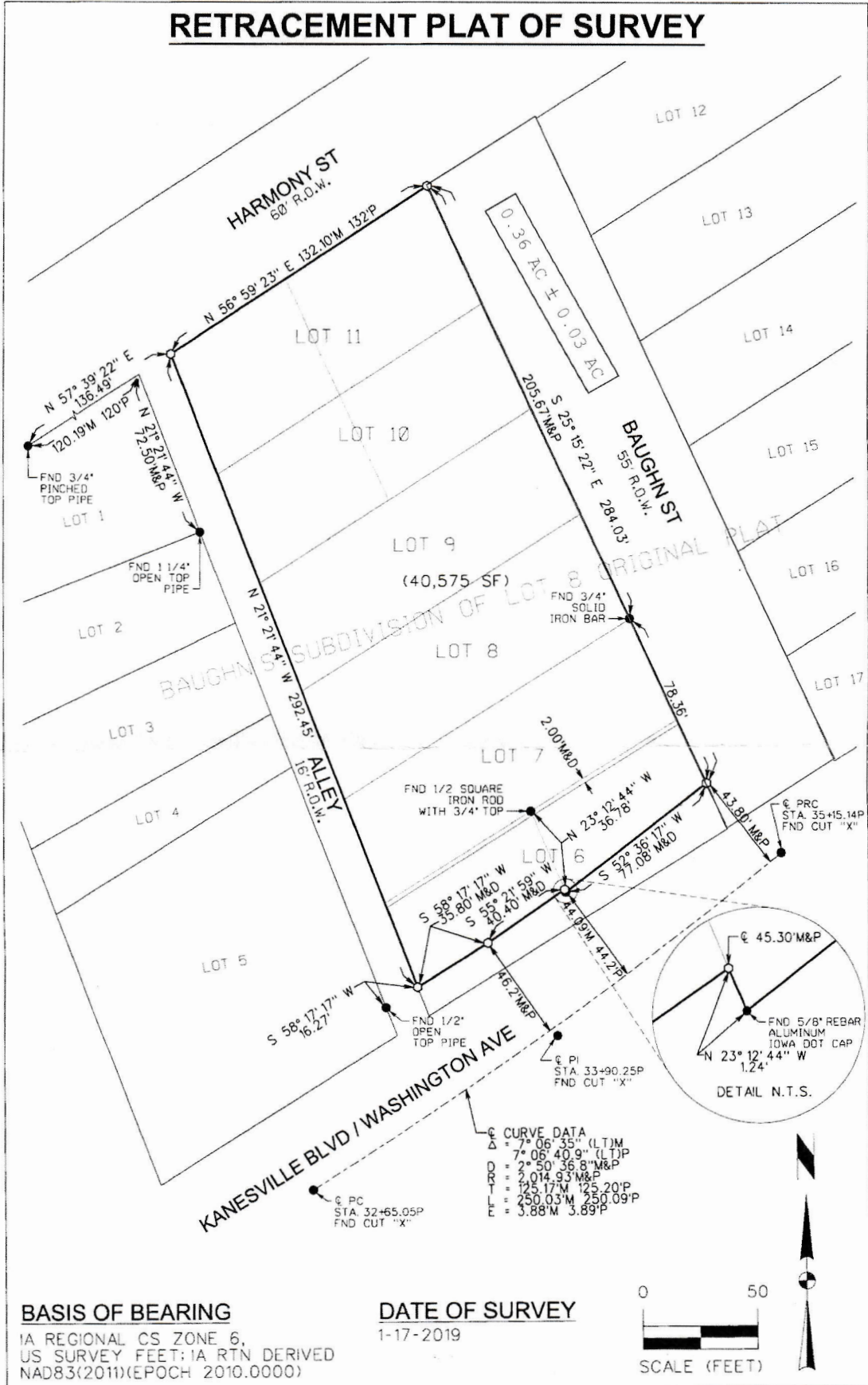
YMCA OF GREATER OMAHA
RETRACEMENT PLAT OF SURVEY



1751 MADISON AVENUE
CO. BLUFFS, IOWA 51503 (712) 322-3202

SHEET	2 OF 2
PN:	1190119
FLD BK:	XX PG: XX
DATE:	1/18/2019
PMTECH:	TEM

RETRACEMENT PLAT OF SURVEY



YMCA OF GREATER OMAHA
RETRACEMENT PLAT OF SURVEY



1751 MADISON AVENUE
 CO. BLUFFS, IOWA 51503 (712) 322-3202

SHEET	2 OF 2
PN:	1190119
FLD BK:	XX PG:XX
DATE:	1/18/2019
PM/TECH:	TEM

Attachment F

Moises Monrroy Castillo

From: mjbstudio@cox.net
Sent: Monday, November 2, 2020 4:57 PM
To: Moises Monrroy Castillo
Subject: YMCA expansion

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

M. Monrroy:

There are none more aware of the YMCA's need for additional parking than we neighbors who live on harmony street between Baughn and Benton Streets. The proposed changes and the closing of Baughn Street Will also increase the traffic on Harmony Street.

With current traffic, it is often difficult to drive down the street and maneuver in and out of driveways with parking permissible on both sides of the street. And this is even more challenging in winter!

Our request is that parking be restricted to only one side of Harmony Street.

Thank you,

Marcia Joffe-Bouska and Tom Bouska
218 Harmony Street

Exhibit A



RE: Cases #ZC-20-012, #CP-20-002, and #SAV-20-004

Dear Planning Commission members:

The Historical Society of Pottawattamie County opposes the rezoning of Lots 6 through 11 of Baughn's subdivision of Lot 8 to A-P/Administrative-Professional District, the amendment of the Bluffs Tomorrow: 2030 Plan by reclassifying said Lots to Local Commercial, and the vacation of Baughn Street.

With each passing year, Council Bluffs is losing more and more of its historic structures to demolition. If this action is approved, St. Patrick's Church and rectory will be the next structures to fall victim to demolition.

According to the Bluffs Tomorrow: 2030 Plan, one of the stated objectives in the Neighborhoods and Housing category is to "encourage new housing in the Downtown through the rehabilitation of historic buildings". This site sits on the edge of the Downtown District and the church and rectory are ideal structures for renovating into housing much like the Three Point Lofts, the Harvester Lofts, and several 100 Block buildings. These structures would make very unique and desirable living spaces in this area and return the property to the tax rolls. It would also be in alignment with an issue cited in the Goals for Downtown Council Bluffs: A Review of the Assessment and Goal-Setting Process – Focus Group Proceedings, where it was stated that "policies need to encourage historical preservation, adaptive reuse, and conservation of historic neighborhoods".

The demolition of these buildings to construct a parking lot is heartbreaking and reminiscent of the demolition of the historic Ogden Hotel for the construction of a parking lot adjacent to 157 West Broadway. And, an entire square block of historic buildings was destroyed to build a shopping mall. Please do not allow these structures to have the same fate as so many other historic buildings in Council Bluffs. These disappearing assets tell the story of Council Bluffs and must be preserved.

The Bluffs Tomorrow: 2030 Plan also states a history and identity goal is to "recognize, preserve and build upon Council Bluffs' unique history and character by instilling local community pride and defining the way the community is perceived throughout the region, state, and country." History is not being preserved and community pride is not being instilled by the demolition of these historic structures.

The Historical Society of Pottawattamie County respectfully requests the denial of the application to preserve the history, the landmark, and the integrity of Council Bluffs as a city that protects its beloved historical structures.

Regards,
Board of Directors, Historical Society of Pottawattamie County

Exhibit B

February 3, 2019

Leo McIntosh, Vice President of Operations – Iowa
Charles E. Lakin YMCA
235 Harmony
Council Bluffs, Iowa 51503

RE: St. Patrick Church and Rectory (Harmony Street)

Dear Mr. McIntosh,

As residents of a historic district listed on the National Register of Historic Places, and on behalf of all who understand the intrinsic value of historic buildings locally, nationwide and worldwide, we are writing to thank the Charles Lakin YMCA for its efforts to urge its membership to use all existing available parking before making a large capital investment in additional parking, possibly using grounds to the west of the YMCA, including the original Saint Patrick's Church and Rectory.

The Lincoln Fairview Neighborhood Association respectfully requests that the Lakin Center YMCA give serious consideration to the following options before any additional parking is built.

1. Ensure that Y members are aware of and incentivized to use the existing parking at CHI Alegent Mercy, with perhaps a slight fee reduction for those who use that parking.
2. Complete a needs assessment once members are fully utilizing the hospital parking to see if additional parking is still a pressing need.
3. Focus on its core mission of providing a facility to promote a healthy lifestyle among our city's residents with the savings of the significant capital funds that would be required to purchase additional property for parking.
4. Recognize the need to preserve the existing historic architecture in our city where buildings were saved in the past, maintaining for generations to come such architectural treasures as the Carnegie Library, the RailsWest Railroad Museum and the Dodge House, to name a few. Each of those buildings has been repurposed.
5. Partner with the City, The 712 Initiative and the many local historic neighborhood associations to repurpose the church and rectory to preserve these examples of exceptional architecture and craftsmanship for generations to come.

It is our hope that the Lakin Center YMCA will take its responsibility as a good neighborhood partner seriously, that the future of the historic buildings addressed here will be a bright one and that they do not become just another photo in a local history book of buildings lost in Council Bluffs. We thank you for your time and consideration of the above and welcome the opportunity to discuss this further in person.

Best regards,

Susan P. Seamands, President
Lincoln Fairview Neighborhood Association
Tel: 402-889-5489
360 Oakland Avenue

Ken Freudenburg, Vice President
Lincoln Fairview Neighborhood Association
Tel: 402-670-1897
510 Oakland Avenue

Cc: Chris Tointon, President & CEO, YMCA of Greater Omaha

Exhibit C

Comments about St Pats Church:

Joe Kenney

Much better to preserve and repurpose our old, historic structures rather than tear them down. Otherwise you end up with a city that has no soul, no heart, and no heritage.

Andrea Sasso Britton

I will never give the YMCA another penny (and I will tell everyone I know to do the same) if they don't come up with an alternative to tearing down a city treasure. 😞🏠 I have HAD IT with tearing down old buildings to make parking space!

Buck Christensen

It would be an absolute shame to tear that church down

André Vander Velde

😞 I hate seeing history torn down in our city. Wish there were more innovative ideas to reinvent and reimagine our historic buildings other than creating more parking lots.

Marsha Wright

We got married in that church, I would hate to see it demolished. I thought it would make a cool restaurant of some sort.

Clarrissa Newman

I would hate to see it tore down it is a beautiful building

Michelle Mescher

Council Bluffs keeps getting rid of our history instead of preserving it. I love visiting towns that have been able to maintain that. I'm all for development but sometimes I think you need to look at other options

Kris Puhl

It would be a shame to demolish St. Pat's - and for a parking lot, no less.

Amy Jo

No ! Not St. Pat's!

Sue Senden

how about the Y build a multi level parking area. or are people allergic to the radical idea here in the bluffs? that Y parking area was too small when they built it. No need to trash the historical church to have yet another one level parking area!

Drew Mergens

Is the Y even that busy for there parking lot to be full to expand?

Sophie Crowdy

It's sad that we feel the need to demolish landmarks to make parking lots. Guess parking is a priority for the Y.

Rick Weare

It's a shame to me loose St Patrick's.

Sophie Crowdy

Don't allow the rezone, problem solved.

Carolyn Campbell Robison

It seems that the Y already owns the church, so if they don't get the rezoning, will they just wait for it to collapse so they can get the rezoning? I agree that it's very sad that the plan is to demolish it... I wish that some business/person could have purchased it for it to be used, rather than torn down and made a parking lot 😞

JoAnn Zahn

A lot of family memories there

Lisa Ferris

Council Bluffs has a small level of internet notoriety for destroying beautiful historic buildings and making parking lots that are underutilized. It would be a shame if city planners still haven't learned the lesson everyone can see clearly. I really doubt there is a serious parking crisis at the council bluffs YMCA that requires this much sacrifice. SMH

Mia Silva Laustrup

8tcSpSonshoroedu ·

Help save the history of CB

Public Library today at 6pm

Katie Fourney

Council Bluffs Chat

1t8Spoeonsorrehudl ·

Do you think the old St. Patrick's church should be demolished? If no, what would you like to see it become?

Marsha Wright

We got married in that church, I would hate to see it demolished. I thought it would make a cool restaurant of some sort.

Michael Wheeldon

It would make an awesome concert venue!

Michelle Mescher

Council Bluffs keeps getting rid of our history instead of preserving it. I love visiting towns that have been able to maintain that. I'm all for development but sometimes I think you need to look at other options

Marlene Flanagan

No we have lost alot of historical buildings due to urban renewal. Such a beautiful building

Inez Summy

No it shouldn't be demolished.

A parking lot in place of that beautiful church is shameful. Could it be made into a events hall?
Or maybe some type of museum?

Lynne Branigan

Please no! Save the beautiful building and repurpose!

KM Schnackenberg

Any thing just don't tear it down.

Pat Kuhl-Sautter

Don't tear it down!

Brenda Byron Christensen

Can't it be a wedding venue? It's so beautiful

Kyle McGlade

2gtlSpon3ssorherd ·

I cannot attend due to our school board meeting, please consider writing into the commission or letting your feedback be heard.

Ideas thrown out:

Housing

Brewery

Restaurant

Hotel

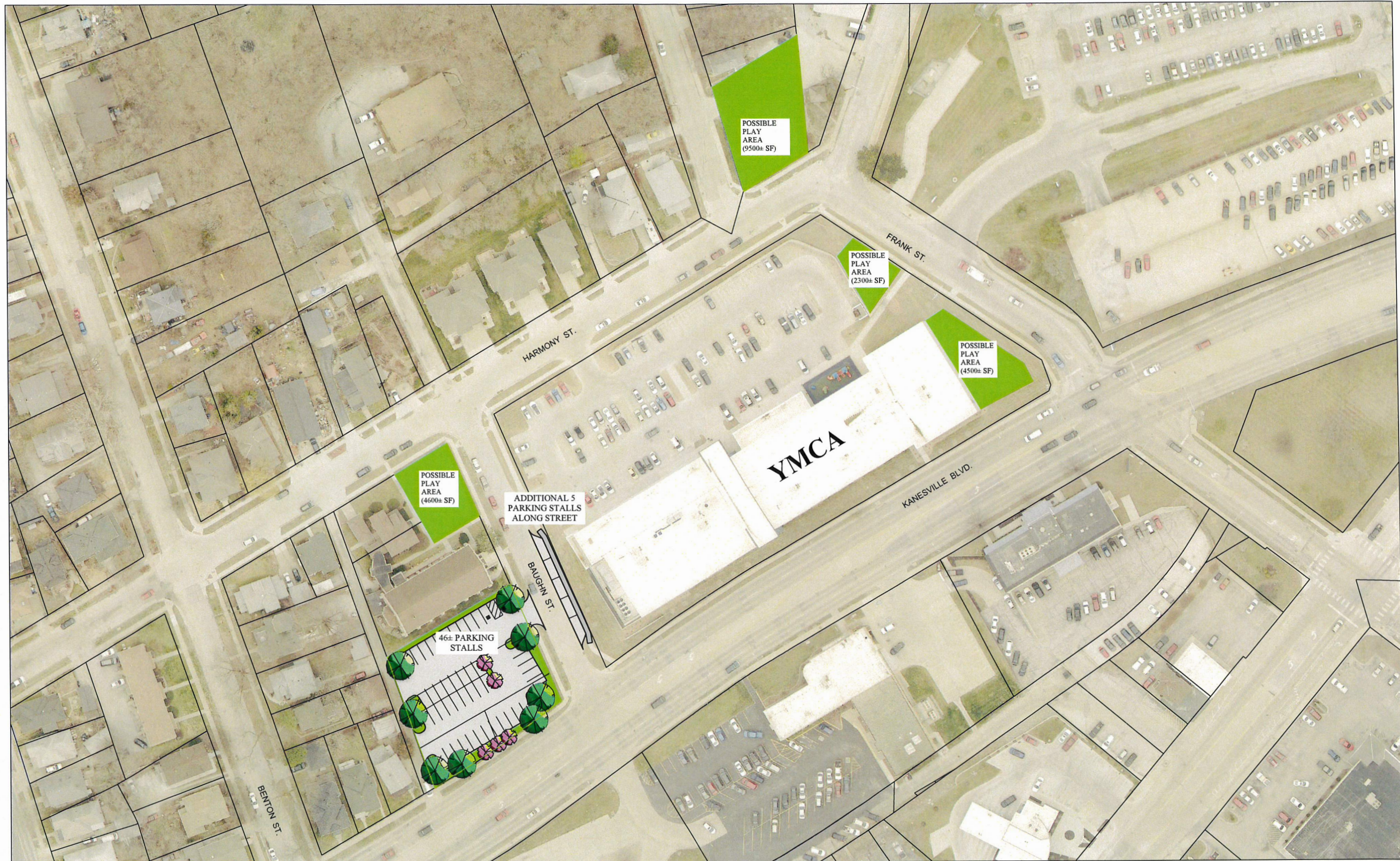
Homeless shelter

Museum

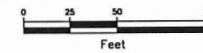
Concert venue

Montessori Preschool

1,700 engaged supporting no tear down – less than 24 hrs



OPTION 1
PROPOSED PARKING
712 INITIATIVE
YMCA AREA
COUNCIL BLUFFS, IOWA



02-13-19
103119



NOTICE OF PUBLIC HEARING

TO WHOM IT MAY CONCERN:

You and each of you are hereby notified that the City Council of the City of Council Bluffs, Iowa, has scheduled a public hearing on the request of YMCA of Greater Omaha to amend the zoning map as adopted by reference in Section 15.02.070, by rezoning properties legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, Pottawattamie County, Iowa, EXCEPT East Kaneshville Boulevard right-of-way from R-3/Low Density Multifamily Residential District to A-P/Administrative-Professional District as defined in Chapter 15.13 of the Municipal Code of Council Bluffs, Iowa.

You are further notified that the public hearing on said matter will be held by the City Council of the City of Council Bluffs, Iowa, at its regular meeting held at 7:00 p.m., on the 14th day of December, 2020 in the City Council Chambers, 2nd Floor of City Hall, 209 Pearl Street, Council Bluffs, Iowa at which time and place all persons interested in said matter will be given an opportunity to be heard.

Jodi Quakenbush, City Clerk

ORDINANCE NO. 6435

AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF COUNCIL BLUFFS, IOWA, AS ADOPTED BY REFERENCE IN SECTION 15.02.070 OF THE 2015 MUNICIPAL CODE OF COUNCIL BLUFFS, IOWA, BY REZONING PROPERTY LEGALLY DESCRIBED AS LOTS 6 THROUGH 11, BAUGHN'S SUBDIVISION OF LOT 8, ORIGINAL PLAT OF COUNCIL BLUFFS, POTTAWATTAMIE COUNTY, IOWA, EXCEPT EAST KANESVILLE BOULEVARD RIGHT-OF-WAY, FROM R-3/LOW DENSITY MULTIFAMILY RESIDENTIAL DISTRICT TO A-P/ADMINISTRATIVE-PROFESSIONAL DISTRICT AS DEFINED IN CHAPTER 15.13 OF THE MUNICIPAL CODE OF COUNCIL BLUFFS, IOWA.

**BE IT ORDAINED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA**

SECTION 1. That the Zoning Map of the City of Council Bluffs, Iowa, as adopted by reference in Section 15.02.070 of the 2015 Municipal Code of the City of Council Bluffs, Iowa, be and the same is hereby amended to rezone property legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, Pottawattamie County, Iowa, EXCEPT East Kaneshville Boulevard right-of-way from R-3/Low Density Multifamily Residential District to A-P/Administrative-Professional District as defined in Chapter 15.13 of the Municipal Code of Council Bluffs, Iowa.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any of the provisions of this ordinance are for any reason declared illegal or void, then the lawful provisions of this ordinance which are severable from said unlawful provisions shall be and remain in full force and effect, the same as if the ordinance contained no illegal or void provisions.

SECTION 4. EFFECTIVE DATE. This ordinance shall be in full force and effect upon the approval of vacation and disposal of Baughn Street right-of way lying between Harmony Street and East Kaneshville Boulevard.

ADOPTED AND APPROVED, December 14, 2020

MATTHEW J. WALSH

Mayor

Attest:

JODI QUAKENBUSH

City Clerk

First Consideration: 11-23-20
Second Consideration: 12-14-20
Public Hearing: 12-14-20
Third Consideration: _____

Council Communication

Department: Community Development
Case/Project No.: CP-20-002 and SAV-20-004
Submitted by: Moises Monroy, Planner

Resolutions 20-289 and 20-290
ITEM 4.D.

Council Action: 12/14/2020

Description

Resolution 20-289 to amend the *Bluffs Tomorrow: 2030 Plan (Comprehensive Plan)*, specifically by reclassifying properties legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, except East Kanesville Boulevard right-of-way, from Low Density Residential to Local Commercial. Location: West of 235 Harmony Street. CP-20-002

Resolution 20-290 to vacate and dispose of Baughn Street right-of-way lying between Harmony Street and East Kanesville Boulevard. Location: West of 235 Harmony Street. SAV-20-004

Background/Discussion

See attached staff report.

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
Staff Report	Other	12/4/2020
Attachment A - Location and Zoning Map	Map	12/4/2020
Attachment B - Letter of Intent	Letter	12/4/2020
Attachment C - Site Conceptual Plan	Other	12/4/2020
Attachment D - Plat of Survey	Other	12/4/2020
Attachment E - Plat of Survey	Other	12/4/2020
Attachment F - Letter from Bouska	Letter	12/4/2020
Exhibit A - Letter from Historical Society of Pottawattamie County	Letter	12/4/2020
Exhibit B - Neighborhood Comments (712 Initiative)	Other	12/4/2020
Exhibit C - Letter from Lincoln-Fairview Neighborhood Association	Letter	12/4/2020
Exhibit D - Alternative Parking Conceptual Plan	Other	12/4/2020
Resolution 20-289	Resolution	12/8/2020
Resolution 20-290	Resolution	12/8/2020

City Council Communication

<p>Department: Community Development</p> <p>CASES #ZC-20-012, #CP-20-002 and #SAV-20-004</p> <p>Applicant/Property Owner: YMCA of Greater Omaha c/o Matt Chadek 430 South 20th Street Omaha, NE 68102</p> <p>Representative: Jon McCarville Leo A Daly 8600 Indian Hills Drive Omaha, NE 68114</p>	<p>Ordinance No. _____</p> <p>Reso. of Intent No. _____</p> <p>Reso. to Dispose No. _____</p>	<p>CASE #ZC-20-012 1st Consideration: 11/23/2020 2nd Consideration: 12/14/2020 3rd Consideration: 01/11/2021</p> <p>CASE #SAV-20-004 Resolution of Intent: 11/23/2020 Resolution to Dispose: 12/14/2020</p> <p>CASE #CP-20-002 Public hearing: 12/14/2020</p> <p>Planning Commission: 11/10/2020</p>
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Subject/Title

Request: Combined public hearings on the requests of YMCA of Greater Omaha to rezone properties legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, Pottawattamie County, Iowa, **EXCEPT** East Kaneshville Boulevard right-of-way, from R-3/Low Density Multifamily Residential District to A-P/Administrative-Professional District; to amend the Bluffs Tomorrow: 2030 Plan by reclassifying said properties from 'Low Density Residential' to 'Local Commercial'; and to vacate and dispose of Baughn Street right-of-way lying between Harmony Street and East Kaneshville Boulevard.

Location: West of 235 Harmony Street

Background

The Community Development Department has received applications from YMCA of Greater Omaha, represented by Jon McCarville, for the following requests:

1. To rezone properties legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, Pottawattamie County, Iowa, **EXCEPT** East Kaneshville Boulevard right-of-way, from R-3/Low Density Multifamily Residential District to A-P/Administrative-Professional District;
2. To amend the Bluffs Tomorrow: 2030 Plan by reclassifying said properties from Low Density Residential to Local Commercial; and
3. To vacate and dispose of Baughn Street right-of-way lying between Harmony Street and East Kaneshville Boulevard.

The YMCA of Greater Omaha is proposing to expand the Charles E. Lakin YMCA campus in Council Bluffs, located at 235 Harmony Street, to accommodate additional recreational amenities, including a sports court, an outdoor pavilion, a playground, a walking path and natural landing, as well as to increase the amount of off-street parking for the site (see Attachment 'C'). The applicant purchased the properties included in the proposed rezoning—the former site of St. Patrick's Catholic Church—in 2019 with this intent. In order to combine said properties with the existing YMCA site and create one continuous campus, the applicant is requesting to vacate the portion of Baughn Street right-of-way lying between Harmony Street and East Kaneshville Boulevard, which

currently separates these properties. The applicant is requesting the proposed rezoning and comprehensive plan amendment for consistency purposes.

CASES #ZC-20-012 & #CP-20-002

The subject properties are currently zoned R-3/Low Density Multifamily Residential District. Previous land uses include St. Patrick’s Catholic Church and Rectory, as well as single-family dwellings. The Charles E. Lakin YMCA is zoned A-P/Administrative-Professional District. The applicant is requesting the proposed rezoning for zoning and development consistency purposes as it will ensure the entirety of the expanded YMCA campus is located within the same zoning district.

Land Use and Zoning – The following zoning and land uses surround the subject property:

- North: Residential properties that are zoned R-3/Low Density Multifamily Residential District.
- South: Residential properties, a parking lot, several drive-in/fast-food restaurants and the Kanessville Tabernacle, all of which are zoned C-3/Commercial District.
- East: Charles E. Lakin YMCA and CHI Health Mercy hospital, which are both zoned A-P/Administrative-Professional District.
- West: Residential properties that are zoned R-3/Low Density Multifamily Residential District.

The future land use plan of the Bluffs Tomorrow: 2030 Plan (Comprehensive Plan) designates the subject properties as Low Density Residential. The purpose of the proposed comprehensive plan amendment to Local Commercial is to ensure the future land use classification of the subject properties is consistent with the future land use classification of the current YMCA site, which is designated as Local Commercial.

All City Departments and local utilities were notified of the proposed rezoning. The following comments were received:

- Mid-American Energy stated they were not opposed to the proposed rezoning.

Public notices were mailed to all property owners within 200 feet of the request. The following comments were received:

- Brenda Dollen, owner of 201 Benton Street, contacted the Community Development Department and had an inquiry regarding on-street parking along Harmony Street.
- Marcia and Tom Bouska, owners of 218 Harmony Street, contacted the Community Development and stated they are aware of the YMCA’s need for additional parking. They also stated that the vacation of Baughn Street will increase traffic on Harmony Street. They request that parking be limited to one side of Harmony Street (see Attachment ‘F’).

Discussion

1. The A-P district is intended and designed to provide, in certain areas in the city, for the development of institutional public/semi-public uses that are arranged in a campus-style setting, with heavy public traffic volumes and multiple frontages, such as the Charles E. Lakin YMCA.
2. If approved, the proposed rezoning will provide one consistent zoning classification for the expanded YMCA campus.
3. As part of the YMCA expansion project, the applicant shall be required to replat the subject properties, the current YMCA site, and the portion of Baughn Street right-of-way proposed to be vacated into two lots of record.
 - a. The YMCA of Greater Omaha owns the properties proposed to be rezoned; however, they do not own 235 Harmony Street. Said parcel is owned by Alegent Health-Bergan Mercy Health System. The applicant has a zero cost land-lease agreement with Alegent Health-Bergan Mercy to operate the Charles E. Lakin YMCA. The first lot will be owned by the YMCA of Greater Omaha and the other lot will be owned by Alegent Health-Bergan Mercy. Both YMCA and Alegent Health-Bergan Mercy shall be

signatories on the plat, and each shall prepare separate attorney's opinion of title for the land they respectively own within the subdivision plat boundary.

- b. Said two-lot subdivision shall be subject to the approval of the proposed vacation of Baughn Street right-of-way (see Case #SAV-20-004 below).
4. The expanded YMCA campus will contain 182,144.6 square feet (4.18 acres), more or less, in area, which exceeds the minimum lot size requirements in the A-P/Administrative-Professional District.
5. The Charles E. Lakin YMCA, along with the proposed outdoor recreational amenities, is considered a 'commercial recreation (indoor and outdoor)' establishment. 'Commercial recreation (indoor and outdoor)' is a conditional use in the A-P District. The applicant shall obtain a conditional use permit (CUP) from the Zoning Board of Adjustment as part of the YMCA expansion project. Both YMCA and Alegent Health-Bergan Mercy shall be signatories on the CUP application.
6. The Bluffs Tomorrow: 2030 Plan (Comprehensive Plan) designates the subject properties as Low Density Residential. The proposed comprehensive plan amendment to Local Commercial would ensure the future land use classification of the subject properties is consistent with the future land use classification of the current YMCA site, as well as with the proposed rezoning to the A-P District and the 'commercial recreation (indoor and outdoor)' land uses.
7. Adequate utilities (e.g., water, sanitary sewer, electric, etc.) are available to accommodate the uses permitted in the A-P District.

CASE #SAV-20-004

The portion of Baughn Street proposed to be vacated is improved and is used for vehicular and pedestrian circulation. It measures approximately 55 feet in width by 284.03 feet in length. The applicant intends to vacate the subject right-of-way as part of the Charles E. Lakin YMCA expansion project.

On August 25, 2003 the City Council amended the adopted *Policy and Procedures for Alley, Street and Right-of-way Vacations*. The objectives of the amended Policy are as follows:

1. *To provide due process and citizen participation in the application and review process for vacations.*
There are two property owners with land that abuts the subject right-of-way. The owners of these properties are as follows:

West: Six vacant properties, including the former site of St. Patrick's Catholic Church, owned by the YMCA of Greater Omaha.
East: Charles E. Lakin YMCA, owned by Alegent Health-Bergan Mercy Health System (235 Harmony Street).

Both abutting property owners were mailed petitions asking if they are in favor of/opposed to the vacation request and if they were willing to/not willing to acquire the portion of right-of-way adjacent to their property, if vacated. Responses to these petitions are summarized in Comment #10 below.
2. *To ensure that no property owner is deprived of required and reasonable access.*
Lots 7 through 10, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, will be landlocked if subject right-of-way is vacated. Additionally, the west entrance to the Charles E. Lakin YMCA is located on Baughn Street. However, the existing facility can also be accessed through Harmony Street on the north. If Baughn Street is vacated, a final plat consisting of said Baughn Street right-of-way, the properties proposed to be rezoned and the current YMCA site shall be executed to ensure all platted lots of record have direct access to a publically dedicated right-of-way, to establish rights of ingress/egress and circulation between properties and to allow the applicant and Alegent Health-Bergan Mercy to retain shared access easements between the two parcels. As shown on the conceptual plan (see Attachment 'C'), the expanded

YMCA campus will be accessed through Harmony Street, thus no property owner will be deprived of required and reasonable access.

3. *To discourage the creation and eliminate or reduce existing dead-end alleys, streets or other rights-of-way.* This request will not create a dead-end right-of-way as the request is to vacate the entirety of Baughn Street from Harmony Street to East Kanessville Boulevard.
4. *To reduce or eliminate hazardous and dangerous traffic conditions.*
Not applicable.
5. *To protect all existing and proposed public utilities located in the right-of-way and to maintain necessary utility easements.*

All City Departments and utilities were notified of the request. The following responses were received:

- a. The Public Works Departments had the following comments:
 - i. The Public Works Department reconstructed Baughn Street and Harmony Street in coordination with construction of the new YMCA facility. This work was completed just over three years ago. The cost to the City for the segment to be vacated was approximately \$300,000.
 - ii. If the vacation of Baughn Street proceeds forward, Public Works will require an easement to remain over the entire width of the subject right-of-way to accommodate the infrastructure that is currently in place. The easement would be restricted as follows:
 - A. *ERECTION OF STRUCTURES PROHIBITED: Grantor shall not erect any structure over or within the Easement Area without obtaining the prior written consent of the City Engineer, provided however grantor shall have the right to place and maintain a surfaced roadway over and within the Easement Area.*
 - B. *CHANGE OF GRADE PROHIBITED: Grantor shall not change the grade, elevation or contour of any part of the Easement Area without obtaining the prior written consent of the City Engineer.*
 - C. *RIGHT OF ACCESS: City shall have the right of access to the Easement Area and have all right of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area as herein described.*
 - D. *REMOVAL AND REPLACEMENT: The cost of removal and replacement of any unauthorized improvement or structures within the Easement Area, necessitated by the exercise of the rights under this easement, shall be borne by the Grantor or their successors or assigns.*
 - E. *SURFACE RESTORATION: City's liability to restore the surface within the Easement Area shall be limited only to grading and seeding, and replacement of grantors surfaced roadway.*
 - F. *DUTY TO REPAIR: City agrees that any drain tile, drive or access way, fence, or yard or other improvements outside of the Easement Area which may be damaged as a result of any entry made through an exercise of the City's right of access shall be repaired at no expense to Grantor.*
 - G. *EASEMENT RUNS WITH LAND: This easement shall be deemed to run with the land and shall be binding on Grantor and on Grantor's successors and assigns.*
 - iii. The Community Development Department has indicated that the ground that the YMCA has acquired will require a conditional use permit for the proposed commercial recreation (indoor and outdoor) activities. As part of that permit, Public Works will require stormwater to be managed to control quantity and quality, as per City Code.
- b. MidAmerican Energy Company stated they are not opposed to the proposed vacation. They also stated that there are a pair of existing MEC owned wood lighting poles—the northerly pole supports a City streetlight and the pole to the south supports an MEC area floodlight leased to illuminate the front of the church—and two spans of overhead conductor along the west side of the Baughn Street right-of-way to be vacated that would be in conflict with the proposed redevelopment and need to be removed. They also

noted that there are existing overhead electric distribution facilities along the south side of the Harmony Street right-of-way and down the alley between Baughn Street and Benton Street that appear to be outside the area to be vacated that must remain in service and accessible. They recommend that the applicant should contact MidAmerican Energy directly to identify any requirements and costs associated with relocating electric facilities or extending new service within the development area.

6. *To maintain appropriate right-of-way width to ensure that an adequate pedestrian and vehicular circulation system is retained.*
Not applicable.
7. *To discourage the vacation of a portion of an existing alley, street or other right-of-way.*
The request is to vacate the entirety of Baughn Street right-of-way lying between Harmony Street and East Kanesville Boulevard
8. *To assist in the implementation of the goals and objectives of the Comprehensive Plan.*
The subject right-of-way is a local street that provides vehicular circulation between Harmony Street and East Kanesville Boulevard. However, both Benton Street—located west of Baughn Street—and Frank Street—which bounds the current YMCA site to the east—provide circulation between Harmony Street and East Kanesville Boulevard. Therefore, the proposed vacation of Baughn Street will not negatively impact vehicular circulation in this area of the city. The request is generally consistent with the local access and circulation objectives stated in Chapter 6, Transportation of the Bluffs Tomorrow: 2030 Plan (Comprehensive Plan).
9. *To reduce the City's maintenance liability on previously vacated right-of-way parcels from public improvement projects and various lots acquired through delinquent taxes or assessments.*
Not applicable.
10. *To establish an equitable price for surplus public property.*
All abutting property owners were notified about this vacation request. The following responses were received:
 - a. The YMCA of Greater Omaha stated they are in favor of the request and are willing to acquire the portion of Baughn Street right-of-way adjacent to their properties for the total sum of \$2,095.40.
 - b. There has been no reply from Alegent Health-Bergan Mercy Health System regarding the vacation request.

Recommendation

The Community Development Department recommends the following:

1. Approval of the request to rezone property to rezone properties legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, Pottawattamie County, Iowa, **EXCEPT** East Kanesville Boulevard right-of-way, from R-3/Low Density Multifamily Residential District to A-P/Administrative-Professional District, based on the reasons stated above.
2. Approval of the request to amend the Bluffs Tomorrow: 2030 Plan by reclassifying properties legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, Pottawattamie County, Iowa, **EXCEPT** East Kanesville Boulevard right-of-way, from Low Density Residential to Local Commercial, based on the reasons stated above.
3. Approval of the request to vacate and dispose of Baughn Street right-of-way lying between Harmony Street and East Kanesville Boulevard, effective at the time of and subject to the following conditions:
 - a. An easement shall be retained over the subject right-of-way for utility access and maintenance purposes;
 - b. All portions of the subject right-of-way shall be disposed of to an abutting property owner(s);

- c. A final plat consisting of the subject right-of-way, the properties proposed to be rezoned and the current YMCA site shall be executed by the City to create new platted lots of record with direct access to a publically dedicated right-of-way; and
- d. A conditional use permit shall be obtained from the Zoning Board of Adjustment for the commercial recreation (indoor and outdoor) activities proposed as part of the expansion project.

Public Hearing

Staff speakers for the request:

- 1. Moises Monrroy, Planner, City of Council Bluffs, 209 Pearl Street, Council Bluffs, IA
- 2. Christopher Gibbons, Planning Manager, City of Council Bluffs, 209 Pearl Street, Council Bluffs, IA

Speakers in favor:

- 1. Leo McIntosh, Charles E. Lakin YMCA, 235 Harmony Street, Council Bluffs, IA 51503
- 2. Chris Rochleau, Charles E. Lakin YMCA, 1425 9th Avenue, Council Bluffs, IA 51501

Speakers against:

- 1. Sheryl Garst, The 712 Initiative, 1228 South Main Street, Council Bluffs, IA 51503
- 2. Patricia Murphy, Preserve Council Bluffs, 333 Willow Avenue, Council Bluffs, IA 51503
- 3. Anthony Beraldi, 238 Harmony Street, Council Bluffs, IA 51503
- 4. Ken Freudenburg, Lincoln-Fairview Neighborhood Association, 510 Oakland Avenue, Council Bluffs, IA 51503
- 5. Linda Emge, 244 Harmony Street, Council Bluffs, IA 51503
- 6. Deb Petersen, 215 South Main Street, Council Bluffs, IA 51503
- 7. Amanda Scott, 220 Harmony Street, Council Bluffs, IA 51503

Planning Commission Recommendation

Note: The reasons stated below are a summary of statements made by the voting majority of the City Planning Commission, as interpreted and condensed by the Community Development Department, and do not represent the entire Planning Commission as some did not make any comments and/or voted in the minority. The Planning Commission’s official discussion and vote can be heard on the recorded meeting minutes located in the Community Development Department. This summary of statements was requested by City Council and is not intended to misrepresent the intent of the City Planning Commission or its individual members. Any misinterpretation of language, intent, or emphasis is not intended.

The Planning Commission recommended denial of all three requests, based on the following reasons:

- 1. Most right-of-way vacation requests involve streets and alleys that are unimproved and/or not utilized for traffic circulation. The applicant’s request would result in vacating a fully improved roadway which is utilized by the neighborhood for on-street parking and traffic circulation. Approval of this request would also be disruptive to the traffic patterns in this area of the City.
- 2. The proposed rezoning and future land use plan amendment results in a fundamental change to the City’s zoning map and Bluffs Tomorrow: 2030 Comprehensive Plan. The request by the applicant to expand their parking lot and construct an outdoor amenity area for the YMCA campus does not justify such a fundamental change to the City’s zoning map and future land use plan of the Bluffs Tomorrow: 2030 Plan.

VOTE: AYE - Halm, Holm, Rew, Scott, Stroebele and Van Houten, and VanHouten

NAY - Bass, Danielsen, Haner and Rater ABSTAIN - None ABSENT - Hutcheson VACANT - None

Motion: Carried.

Attachments

Attachment A: Location/Zoning Map

Attachment B: Letter of Intent

Attachment C: Site Conceptual Plan
Attachment D: Plat of Survey (Rezoning Exhibit)
Attachment E: Plat of Survey (Street, Alley and Right-of-Way Vacation Exhibit)
Attachment F: Letter from Bouska

The following exhibits were presented to the Planning Commission at the 11/10/2020 public hearing:



Exhibit A: Letter from the Historical Society of Pottawattamie County
Exhibit B: Neighborhood comments from survey conducted by the 712 Initiative
Exhibit C: Letter from Lincoln-Fairview Neighborhood Association to YMCA
Exhibit D: Alternative Parking Conceptual Plan by the 712 Initiative

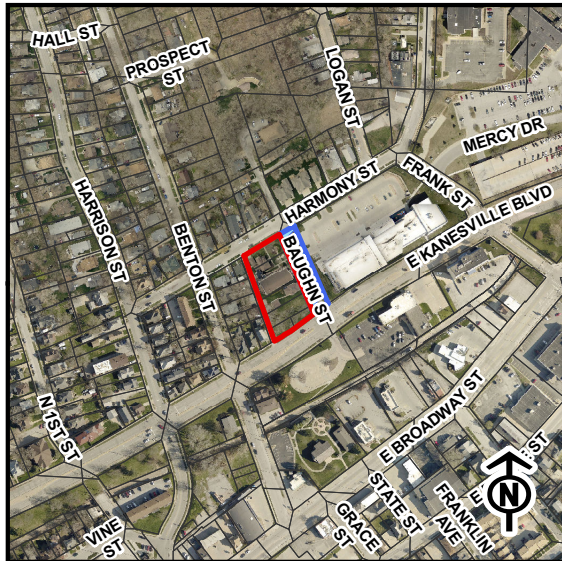
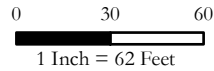
Prepared by: Moises Monrroy, Planner, Community Development Department

CITY OF COUNCIL BLUFFS - CITY PLANNING COMMISSION

CASES #ZC-20-012, #CP-20-002 and #SAV-20-004 LOCATION/ZONING MAP

Legend

-  Subject ROW (ROW Vacation)
-  Subject Property (Rezoning & Comprehensive Plan Amendment)

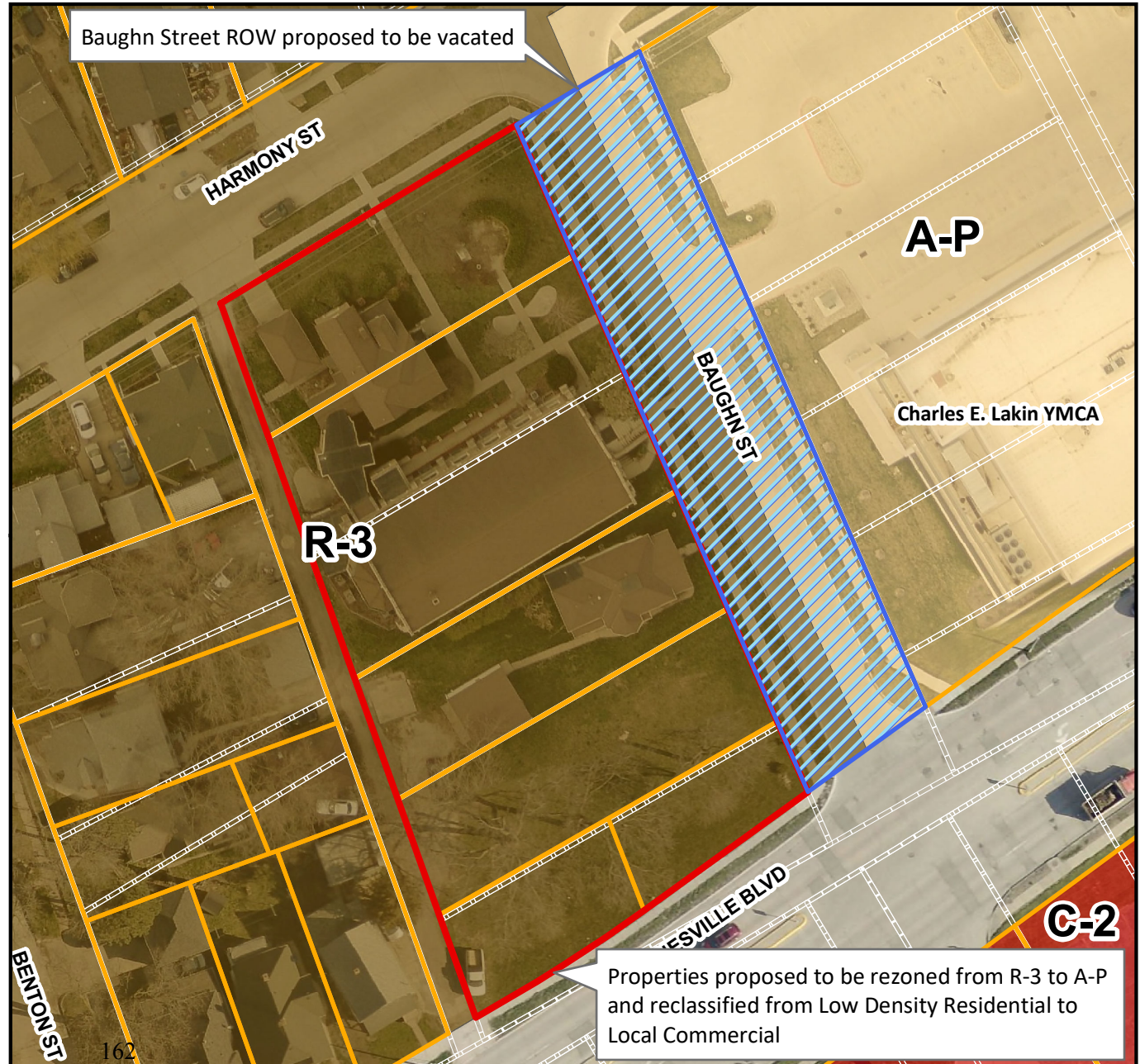


Last Amended: 10/19/2020



Council Bluffs Community
Development Department
209 Pearl Street
Council Bluffs, IA 51503
Telephone: (712) 890-5350

DISCLAIMER
This map is prepared and compiled from City documents, plans and other public records data. Users of this map are hereby notified that the City expressly disclaims any and all responsibilities for errors, if any, in the information contained on this map or the misuse of the same by the user or anyone else. The user should verify the accuracy of information/data contained on this map before using it. The City assumes no legal responsibility for the information contained on this map.



Attachment B

YMCA OF GREATER OMAHA CHARLES E. LAKIN CAMPUS PARK PROJECT COUNCIL BLUFFS, IA

The YMCA of Greater Omaha manages 10 YMCA facilities across the Metro area, including the Charles E. Lakin YMCA in Council Bluffs. The leadership of the YMCA is requesting the opportunity to discuss the Lakin Campus Park Project with Council Bluffs city leaders, in an effort to inform stakeholders as well as secure certain project approvals. Specifically, after many professional design reviews with LEO A DALY and other advisors, the YMCA is interested in gaining approval to vacate the current Baughn Street throughfare, located just east of the facility. This will enhance the Charles E. Lakin YMCA, as it allows us to deliver the safest, most user-friendly, and desirable park experience possible for the community and YMCA members and staff.

The Charles E. Lakin YMCA's popularity has far exceeded expectations since it opened in 2018. During 2019, the Y purchased the old St. Patrick's Church property adjacent to the YMCA. This purchase was made with the intent of expanding the campus to accommodate current demand as well as future growth. Vacating Baughn Street will have numerous benefits:

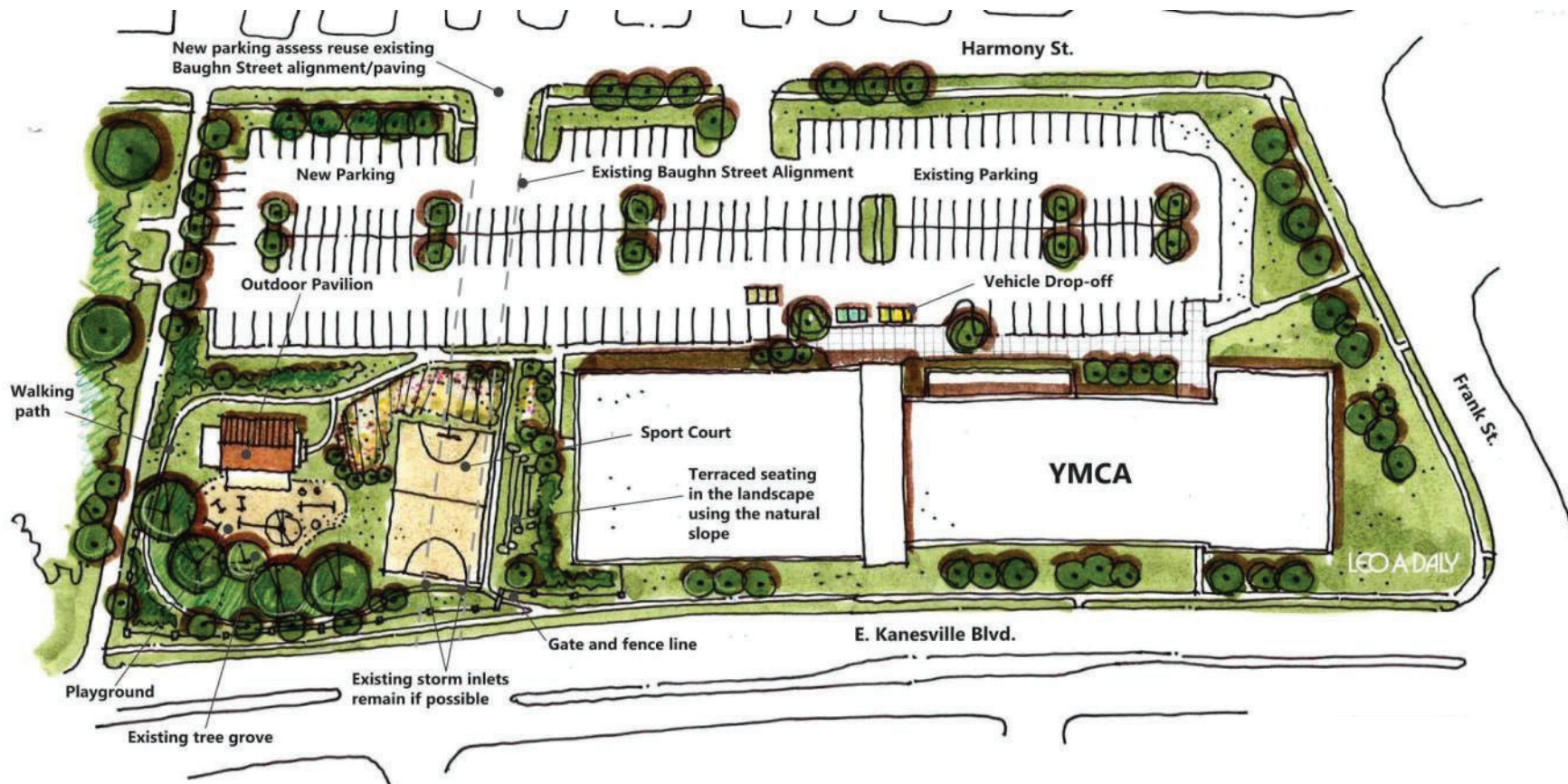
- Make the YMCA one continuous campus, creating a safer experience for staff, members, summer camp and after-school attendees and community members
- Allow for more, varied and better-quality recreational amenities within the park itself
- Create more space overall for amenities, which may prove useful should we enter into a prolonged COVID situation where social distancing is the new normal
- Allow park designers to minimize street crossings, interaction and impact with the busy, neighboring Kaneshville Boulevard, adjacent to the facility and new park
- Create incremental parking spots within the YMCA lot, thereby benefitting neighboring residents, as well as the hospital, with less traffic and less on-street parking
- Eliminate Baughn as a currently congested, often too narrow street

Recreational amenities, which will be maintained entirely by the Y and made available for public use when not programmed by the Y, are planned to include:

- Sports courts
- Pavilion
- Playground
- Walking path
- Natural landscaping

If designed with Baughn Street still in place, these components will be compromised and more condensed, reducing the overall sense of outdoor space and place. With Baughn Street vacated, the campus will afford a more holistic, aesthetically complete design. The Y recognizes that The City has made significant utility improvements under Baughn Street in 2018, and any and all easements required by the City would be acknowledged in the final design.

In addition to vacating Baughn Street, the Y is submitting a rezoning application, at the request of the City of Council Bluffs, for the lots purchased in 2019. This is an effort to match the current zoning of the Charles E. Lakin YMCA (Zoning Designation A-P). The Y will also pursue a plat of all lots to form a single property and an amendment to the Conditional Use Permit to allow this type of use within this zoning district.



LEO A DALY

Site Concept Plan
Project Location

INDEX LEGEND

SURVEYOR'S NAME / RETURN TO:
 TARRON MEAIKE
 SNYDER & ASSOCIATES, INC.
 1751 MADISON AVENUE
 COUNCIL BLUFFS, IOWA 51503
 712-322-3202
 TMEAIKE@SNYDER-ASSOCIATES.COM
 SERVICE PROVIDED BY:
 SNYDER & ASSOCIATES, INC.
 SURVEY LOCATED:
 LOTS 6, 7, 8, 9, 10 & 11
 BAUGHN'S SUBDIVISION
 COUNCIL BLUFFS, IOWA
 REQUESTED BY:
 YMCA OF GREATER OMAHA
 OWNER:
 ST. PATRICK'S CHURCH OF COUNCIL BLUFFS



Tx:4970400
2019-00787

RECORDER MARK BRANDENBURG
 POTTAWATTAMIE COUNTY, IA

FILE TIME: 01/22/2019 12:33:45 PM

R FEES 10.00 RMA \$ 1.00
 A FEES _____ ECOM \$ 1.00
 T TAXES _____

RECORDING FEE 10.00
 RMA FEE 1.00
 ECM FEE 1.00

RETRACEMENT PLAT OF SURVEY

Deed Description (Book 91 Page 9120):
 South 2 feet of W1/2 of Lot 7, and W1/2 of Lot 6, Baughn's Subdivision of Lot 8, Original Plat, Council Bluffs, Iowa, EXCEPT a parcel of land located in Lot 6 in Baughn's Subdivision of Lot 8 in the Original Plat of Council Bluffs, Iowa, said parcel being more particularly described as:
 Commencing at the southwesterly corner of said Lot 6, said point being the intersection of the northerly line of Washington Avenue as it now exists with the easterly line of said Lot 6; thence N84°43'E 35.8 ft. along the southerly line of said Lot 6 to the point of beginning; thence continuing N84°43'E 40.0 ft. along said southerly line; thence N3°26 1/2'E 2.0 ft.; thence S81°54 1/2'W 40.4 ft. to a point on the southerly line of said Lot 6, the point of beginning.

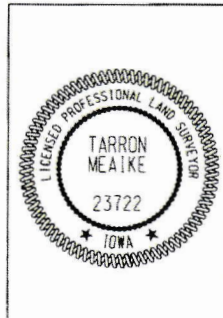
Deed Description (Book 91 Page 14032):
 North 48 feet of Lot 7, Baughn's Subdivision of the Original Plat of Lot (8) commonly known as 126 Baughn, Council Bluffs, Iowa.
 AND
 Part of the E 1/2 of Lot 6 and south 2 ft. of the E 1/2 of Lot 7 in Baughn's Subdivision of Original Plat Lot 8, in the City of Council Bluffs, Pottawattamie County, Iowa, more particularly described as follows: Beginning at the northeast corner of the south 2 ft. of the E 1/2 of said Lot 7, thence S 84° 46'W 74.58 ft. along the northerly line of the south 2 ft. of the E 1/2 of said Lot 7 to the northwesterly corner thereof, thence S03° 26 1/2'W 37.98 ft. along the westerly line of the E 1/2 of said Lot 7 and the E 1/2 of said Lot 6, thence N79° 15 1/2'E 77.08 ft. to a point on the easterly line of said Lot 6, thence N01° 32 1/2'E 30.36 ft. along the easterly line of said Lot 6 and the south 2 ft. of said Lot 7 to the northeast corner of the south 2 ft. of the E 1/2 of said Lot 7, the point of beginning; said parcel contains 2,543 sq. ft. more or less.

Deed Description (Book 91 Page 23091):
 Lot 8 in Baughn's Subdivision to Council Bluffs, Iowa, being further known as Lot 8 in Baughn's Subdivision of Original Plat Lot 8 of Council Bluffs, Iowa.
 Deed Description (Book 701 Page 33):
 All of Lots nine and ten and eleven (9, 10, & 11) in Baughn's Subdivision of Lot Eight (8) of the Original Plat of Council Bluffs, Iowa, excepting a tract described as follows:-- Commencing at the northeasterly corner of said Lot 11 and running thence southwesterly along the northerly line of said Lot 11 a distance of 73 feet, thence running southerly parallel with the Easterly line of said Lots 11 and 10 a distance of 105 feet and 8 inches to the southerly line of said Lot 10, thence running easterly along said southerly line of said Lot 10 a distance of 73 feet to the southeasterly corner of said Lot 10, thence running northerly along the easterly line of said Lots 10 and 11 a distance of 105 feet and 8 inches to the place of beginning.

Deed Description (Book 696 Page 312):
 That Part of Lots 10 and 11 in Baughn's Subdivision of Lot 8 in the Original Plat of the City of Council Bluffs, Iowa, described by metes and bounds as follows:-- Commencing at the northeasterly corner of said Lot 11 at the intersection of Harmony Street and Baughn Street) and running thence southwesterly along the northerly line of said Lot 11 a distance of 73 feet, thence running southerly parallel with the Easterly line of said Lots 11 and 10 a distance of 105 feet and 8 inches to the southerly line of said Lot 10, thence running northeasterly along said southerly line of said Lot 10 a distance of 73 feet to the southeasterly corner of said Lot 10, thence running northwesterly along the easterly line of said Lots 10 and 11 a distance of 105 feet and 8 inches to the place of beginning.

LEGEND

Survey	Found	Set
Section Corner	▲	△
1/2" Rebar, Yellow Cap #23722 (Unless Otherwise Noted)	●	○
ROW Rail	I	
Calculated Point	+	
Platted Distance	P	
Measured Bearing & Distance	M	
Recorded As	R	
Deed Distance	D	
Calculated Distance	C	
Centerline	-----	
Section Line	-----	
1/4 Section Line	-----	
1/4 1/4 Section Line	-----	
Easement Line	-----	



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.
Tarron Meaike 1/18/2019
 Tarron Meaike, PLS Date
 License Number 23722
 My License Renewal Date is December 31, 2019
 Pages or sheets covered by this seal:
 Sheets 1 and 2 of 2

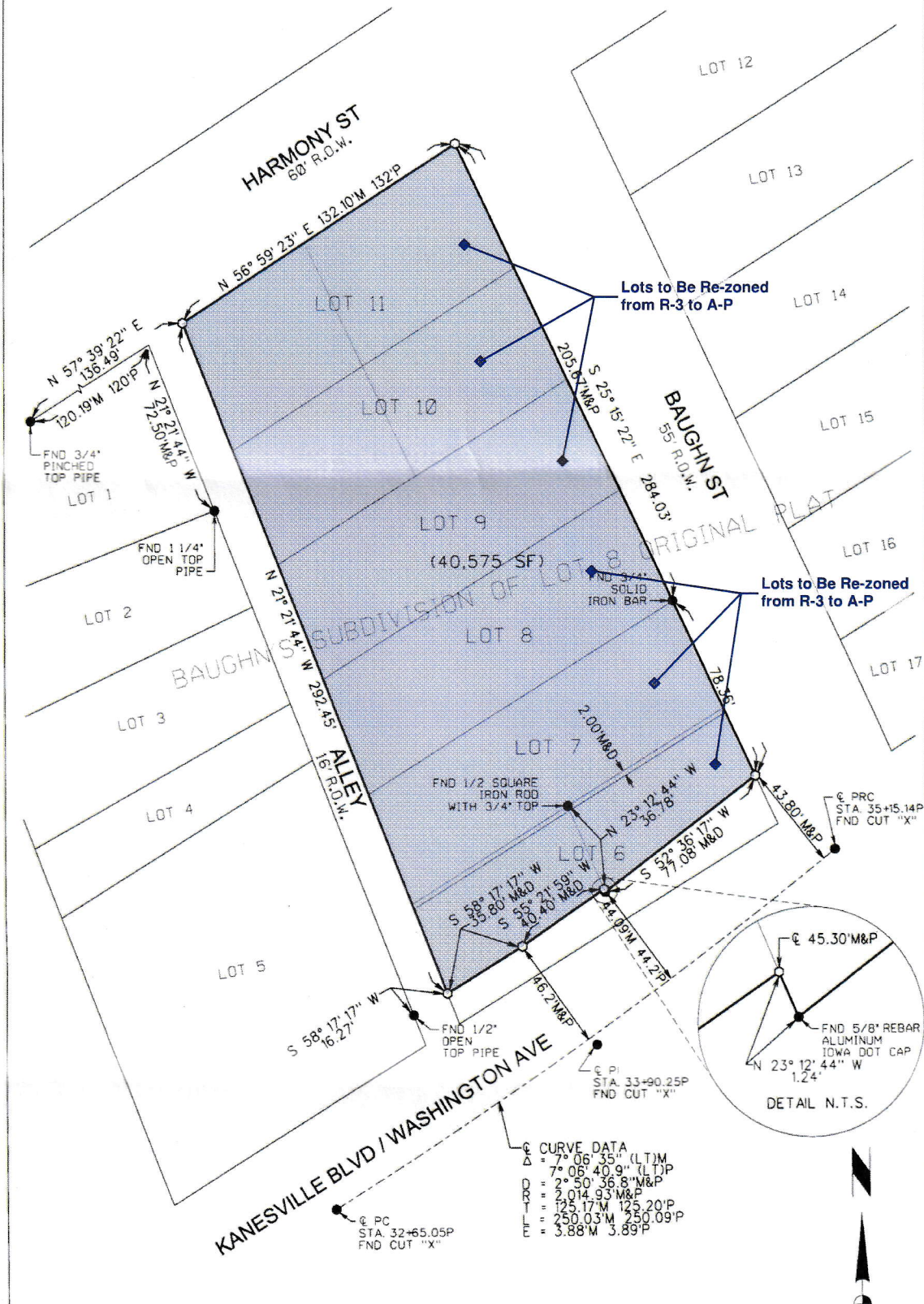
YMCA OF GREATER OMAHA
RETRACEMENT PLAT OF SURVEY



1751 MADISON AVENUE
 CO. BLUFFS, IOWA 51503 (712) 322-3202

SHEET	1 OF 2
PN:	1190119
FLD BK:	XX PG.XX
DATE:	1/18/2019
PM/TECH:	TEM

RETRACEMENT PLAT OF SURVEY

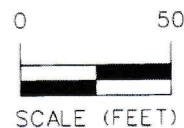


BASIS OF BEARING

IA REGIONAL CS ZONE 6,
US SURVEY FEET; IA RTN DERIVED
NAD83(2011)(EPOCH 2010.0000)

DATE OF SURVEY

1-17-2019



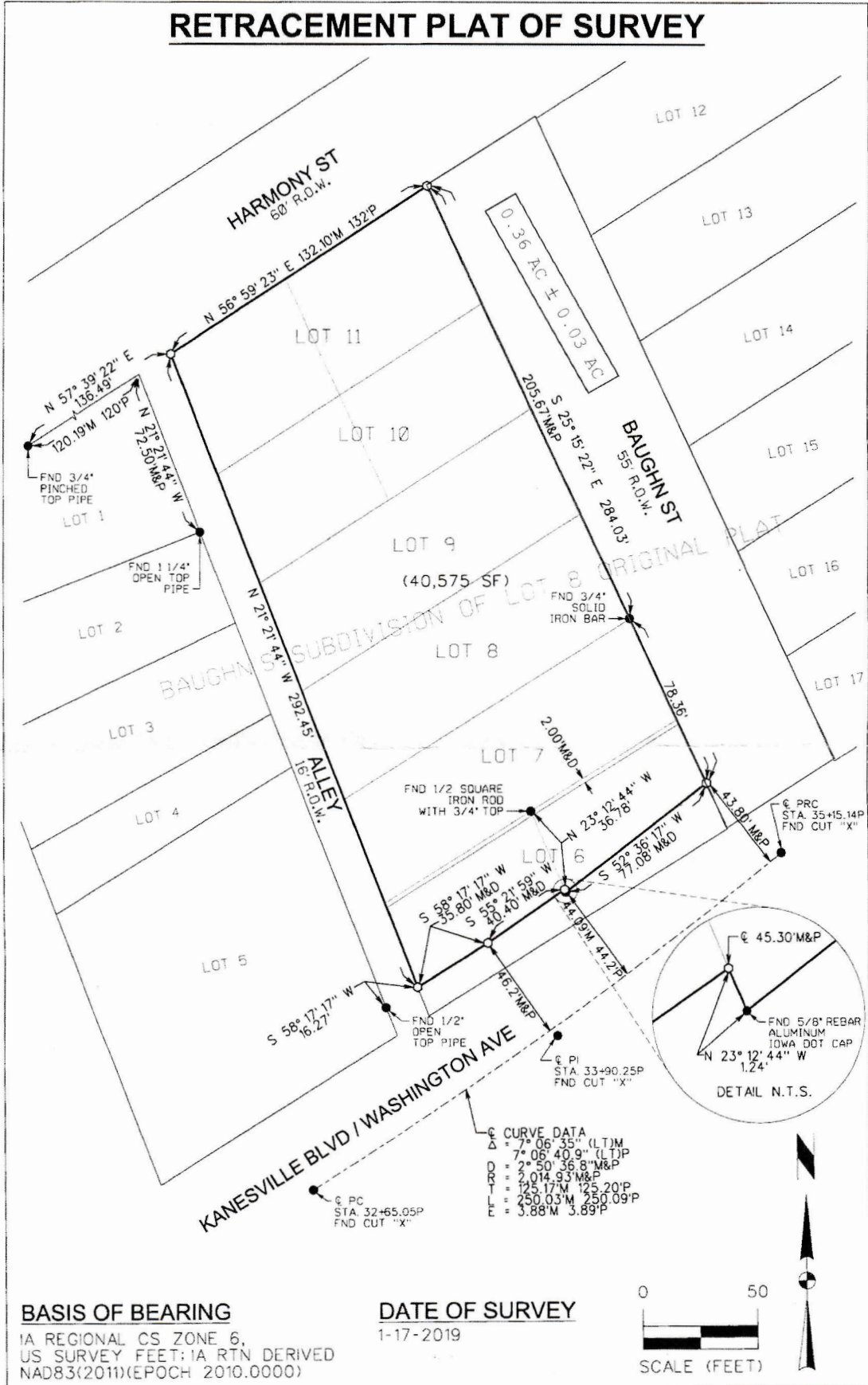
YMCA OF GREATER OMAHA
RETRACEMENT PLAT OF SURVEY



1751 MADISON AVENUE
CO. BLUFFS, IOWA 51503 (712) 322-3202

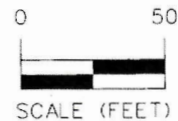
SHEET	2 OF 2
PN:	1190119
FLD BK:	XX PG:XX
DATE:	1/18/2019
PMTECH:	TEM

RETRACEMENT PLAT OF SURVEY



BASIS OF BEARING
 IA REGIONAL CS ZONE 6,
 US SURVEY FEET: IA RTN DERIVED
 NAD83(2011)(EPOCH: 2010.0000)

DATE OF SURVEY
 1-17-2019



YMCA OF GREATER OMAHA
RETRACEMENT PLAT OF SURVEY



1751 MADISON AVENUE
 CO. BLUFFS, IOWA 51503 (712) 322-3202

SHEET	2 OF 2
PN:	1190119
FLD BK:	XX PG:XX
DATE:	1/18/2019
PM/TECH:	TEM

Attachment F

Moises Monrroy Castillo

From: mjbstudio@cox.net
Sent: Monday, November 2, 2020 4:57 PM
To: Moises Monrroy Castillo
Subject: YMCA expansion

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

M. Monrroy:

There are none more aware of the YMCA's need for additional parking than we neighbors who live on harmony street between Baughn and Benton Streets. The proposed changes and the closing of Baughn Street Will also increase the traffic on Harmony Street.

With current traffic, it is often difficult to drive down the street and maneuver in and out of driveways with parking permissible on both sides of the street. And this is even more challenging in winter!

Our request is that parking be restricted to only one side of Harmony Street.

Thank you,

Marcia Joffe-Bouska and Tom Bouska
218 Harmony Street

Exhibit A



RE: Cases #ZC-20-012, #CP-20-002, and #SAV-20-004

Dear Planning Commission members:

The Historical Society of Pottawattamie County opposes the rezoning of Lots 6 through 11 of Baughn's subdivision of Lot 8 to A-P/Administrative-Professional District, the amendment of the Bluffs Tomorrow: 2030 Plan by reclassifying said Lots to Local Commercial, and the vacation of Baughn Street.

With each passing year, Council Bluffs is losing more and more of its historic structures to demolition. If this action is approved, St. Patrick's Church and rectory will be the next structures to fall victim to demolition.

According to the Bluffs Tomorrow: 2030 Plan, one of the stated objectives in the Neighborhoods and Housing category is to "encourage new housing in the Downtown through the rehabilitation of historic buildings". This site sits on the edge of the Downtown District and the church and rectory are ideal structures for renovating into housing much like the Three Point Lofts, the Harvester Lofts, and several 100 Block buildings. These structures would make very unique and desirable living spaces in this area and return the property to the tax rolls. It would also be in alignment with an issue cited in the Goals for Downtown Council Bluffs: A Review of the Assessment and Goal-Setting Process – Focus Group Proceedings, where it was stated that "policies need to encourage historical preservation, adaptive reuse, and conservation of historic neighborhoods".

The demolition of these buildings to construct a parking lot is heartbreaking and reminiscent of the demolition of the historic Ogden Hotel for the construction of a parking lot adjacent to 157 West Broadway. And, an entire square block of historic buildings was destroyed to build a shopping mall. Please do not allow these structures to have the same fate as so many other historic buildings in Council Bluffs. These disappearing assets tell the story of Council Bluffs and must be preserved.

The Bluffs Tomorrow: 2030 Plan also states a history and identity goal is to "recognize, preserve and build upon Council Bluffs' unique history and character by instilling local community pride and defining the way the community is perceived throughout the region, state, and country." History is not being preserved and community pride is not being instilled by the demolition of these historic structures.

The Historical Society of Pottawattamie County respectfully requests the denial of the application to preserve the history, the landmark, and the integrity of Council Bluffs as a city that protects its beloved historical structures.

Regards,
Board of Directors, Historical Society of Pottawattamie County

Exhibit B

February 3, 2019

Leo McIntosh, Vice President of Operations – Iowa
Charles E. Lakin YMCA
235 Harmony
Council Bluffs, Iowa 51503

RE: St. Patrick Church and Rectory (Harmony Street)

Dear Mr. McIntosh,

As residents of a historic district listed on the National Register of Historic Places, and on behalf of all who understand the intrinsic value of historic buildings locally, nationwide and worldwide, we are writing to thank the Charles Lakin YMCA for its efforts to urge its membership to use all existing available parking before making a large capital investment in additional parking, possibly using grounds to the west of the YMCA, including the original Saint Patrick's Church and Rectory.

The Lincoln Fairview Neighborhood Association respectfully requests that the Lakin Center YMCA give serious consideration to the following options before any additional parking is built.

1. Ensure that Y members are aware of and incentivized to use the existing parking at CHI Alegent Mercy, with perhaps a slight fee reduction for those who use that parking.
2. Complete a needs assessment once members are fully utilizing the hospital parking to see if additional parking is still a pressing need.
3. Focus on its core mission of providing a facility to promote a healthy lifestyle among our city's residents with the savings of the significant capital funds that would be required to purchase additional property for parking.
4. Recognize the need to preserve the existing historic architecture in our city where buildings were saved in the past, maintaining for generations to come such architectural treasures as the Carnegie Library, the RailsWest Railroad Museum and the Dodge House, to name a few. Each of those buildings has been repurposed.
5. Partner with the City, The 712 Initiative and the many local historic neighborhood associations to repurpose the church and rectory to preserve these examples of exceptional architecture and craftsmanship for generations to come.

It is our hope that the Lakin Center YMCA will take its responsibility as a good neighborhood partner seriously, that the future of the historic buildings addressed here will be a bright one and that they do not become just another photo in a local history book of buildings lost in Council Bluffs. We thank you for your time and consideration of the above and welcome the opportunity to discuss this further in person.

Best regards,

Susan P. Seamands, President
Lincoln Fairview Neighborhood Association
Tel: 402-889-5489
360 Oakland Avenue

Ken Freudenburg, Vice President
Lincoln Fairview Neighborhood Association
Tel: 402-670-1897
510 Oakland Avenue

Cc: Chris Tointon, President & CEO, YMCA of Greater Omaha

Exhibit C

Comments about St Pats Church:

Joe Kenney

Much better to preserve and repurpose our old, historic structures rather than tear them down. Otherwise you end up with a city that has no soul, no heart, and no heritage.

Andrea Sasso Britton

I will never give the YMCA another penny (and I will tell everyone I know to do the same) if they don't come up with an alternative to tearing down a city treasure. 😞🙄 I have HAD IT with tearing down old buildings to make parking space!

Buck Christensen

It would be an absolute shame to tear that church down

André Vander Velde

😞 I hate seeing history torn down in our city. Wish there were more innovative ideas to reinvent and reimagine our historic buildings other than creating more parking lots.

Marsha Wright

We got married in that church, I would hate to see it demolished. I thought it would make a cool restaurant of some sort.

Clarrissa Newman

I would hate to see it tore down it is a beautiful building

Michelle Mescher

Council Bluffs keeps getting rid of our history instead of preserving it. I love visiting towns that have been able to maintain that. I'm all for development but sometimes I think you need to look at other options

Kris Puhl

It would be a shame to demolish St. Pat's - and for a parking lot, no less.

Amy Jo

No ! Not St. Pat's!

Sue Senden

how about the Y build a multi level parking area. or are people allergic to the radical idea here in the bluffs? that Y parking area was too small when they built it. No need to trash the historical church to have yet another one level parking area!

Drew Mergens

Is the Y even that busy for there parking lot to be full to expand?

Sophie Crowdy

It's sad that we feel the need to demolish landmarks to make parking lots. Guess parking is a priority for the Y.

Rick Weare

It's a shame to me loose St Patrick's.

Sophie Crowdy

Don't allow the rezone, problem solved.

Carolyn Campbell Robison

It seems that the Y already owns the church, so if they don't get the rezoning, will they just wait for it to collapse so they can get the rezoning? I agree that it's very sad that the plan is to demolish it... I wish that some business/person could have purchased it for it to be used, rather than torn down and made a parking lot 😞

JoAnn Zahn

A lot of family memories there

Lisa Ferris

Council Bluffs has a small level of internet notoriety for destroying beautiful historic buildings and making parking lots that are underutilized. It would be a shame if city planners still haven't learned the lesson everyone can see clearly. I really doubt there is a serious parking crisis at the council bluffs YMCA that requires this much sacrifice. SMH

Mia Silva Laustrup

8tcSpSonshoroedu ·

Help save the history of CB

Public Library today at 6pm

Katie Fourney

Council Bluffs Chat

1t8Spoeonsorrehudl ·

Do you think the old St. Patrick's church should be demolished? If no, what would you like to see it become?

Marsha Wright

We got married in that church, I would hate to see it demolished. I thought it would make a cool restaurant of some sort.

Michael Wheeldon

It would make an awesome concert venue!

Michelle Mescher

Council Bluffs keeps getting rid of our history instead of preserving it. I love visiting towns that have been able to maintain that. I'm all for development but sometimes I think you need to look at other options

Marlene Flanagan

No we have lost alot of historical buildings due to urban renewal. Such a beautiful building

Inez Summy

No it shouldn't be demolished.

A parking lot in place of that beautiful church is shameful. Could it be made into a events hall?
Or maybe some type of museum?

Lynne Branigan

Please no! Save the beautiful building and repurpose!

KM Schnackenberg

Any thing just don't tear it down.

Pat Kuhl-Sautter

Don't tear it down!

Brenda Byron Christensen

Can't it be a wedding venue? It's so beautiful

Kyle McGlade

2gtISpon3ssorherd ·

I cannot attend due to our school board meeting, please consider writing into the commission or letting your feedback be heard.

Ideas thrown out:

Housing

Brewery

Restaurant

Hotel

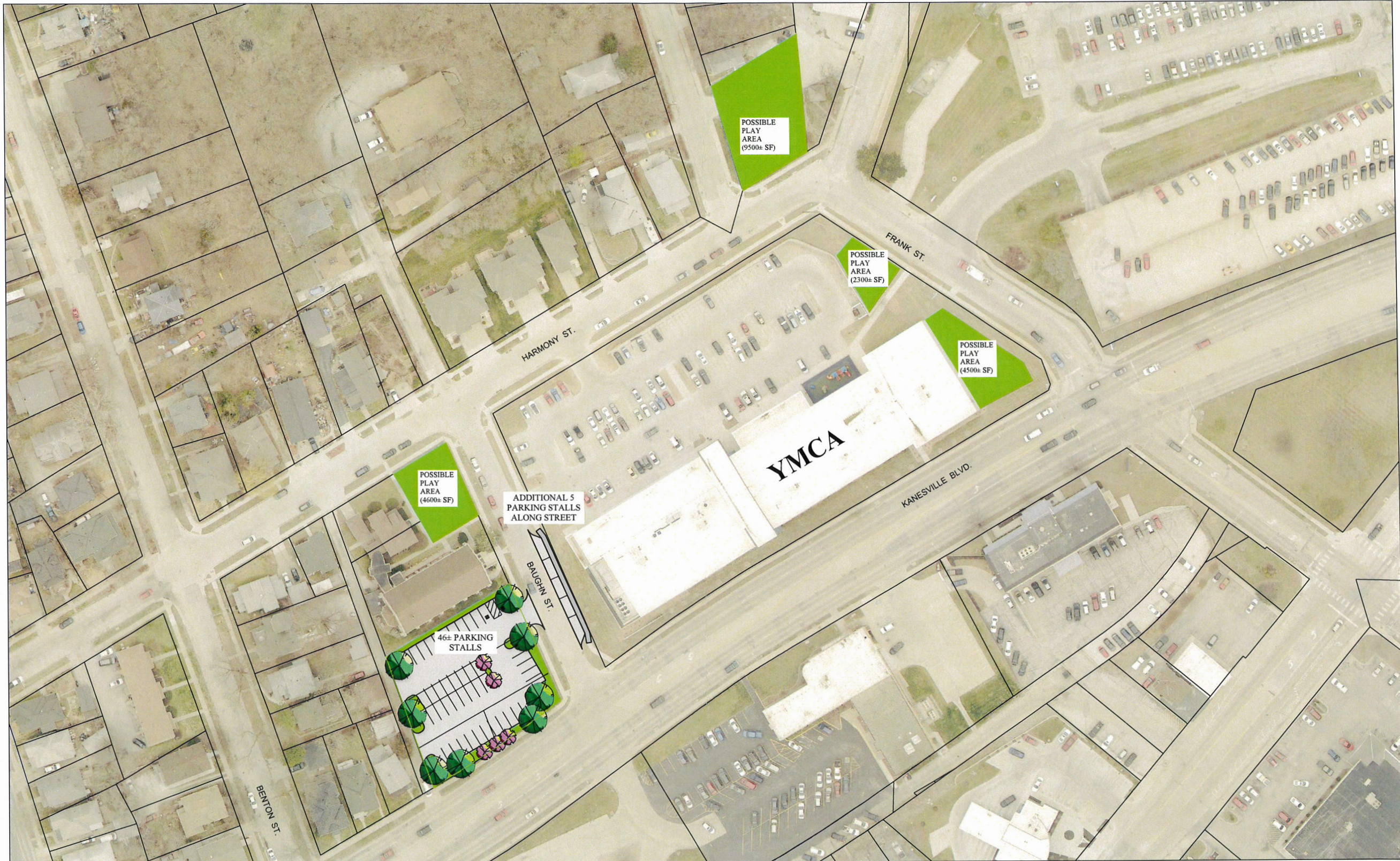
Homeless shelter

Museum

Concert venue

Montessori Preschool

1,700 engaged supporting no tear down – less than 24 hrs



OPTION 1
PROPOSED PARKING
712 INITIATIVE
YMCA AREA
COUNCIL BLUFFS, IOWA



02-13-19
103119



RESOLUTION NO. 20-289

A RESOLUTION TO AMEND THE *BLUFFS TOMORROW: 2030 PLAN (COMPREHENSIVE PLAN)*, SPECIFICALLY BY RECLASSIFYING PROPERTIES LEGALLY DESCRIBED AS LOTS 6 THROUGH 11, BAUGHN'S SUBDIVISION OF LOT 8, ORIGINAL PLAT OF COUNCIL BLUFFS, POTTAWATTAMIE COUNTY, IOWA, EXCEPT EAST KANESVILLE BOULEVARD RIGHT-OF-WAY, FROM LOW DENSITY RESIDENTIAL TO LOCAL COMMERCIAL.

WHEREAS, On September 22, 2014, the Council Bluffs City Council approved Resolution No. 14-254 which adopted the *Bluffs Tomorrow: 2030 Plan* as the City's Comprehensive Plan; and

WHEREAS, The subject properties are located west of Charles E. Lakin YMCA, 235 Harmony Street and this request is being made by YMCA of Greater Omaha in order to expand the Council Bluffs campus to accommodate additional recreational amenities, including a sports court, an outdoor pavilion, a playground, a walking path and natural landing, as well as to increase the amount of off-street parking for the site (see Attachment 'C'); and

WHEREAS, The following zoning and land uses surround the subject properties:

- North: Residential properties that are zoned R-3/Low Density Multifamily Residential District.
- South: Residential properties, a parking lot, several drive-in/fast-food restaurants and the Kaneshville Tabernacle, all of which are zoned C-3/Commercial District.
- East: Charles E. Lakin YMCA and CHI Health Mercy hospital, which are both zoned A-P/Administrative-Professional District.
- West: Residential properties that are zoned R-3/Low Density Multifamily Residential District; and

WHEREAS, All City Departments and local utilities were notified and no objections were received. Also, public notices were mailed to all property owners within 200 feet of the request and owners submitted the following comments:

- Brenda Dollen, owner of 201 Benton Street, contacted the Community Development Department and had an inquiry regarding on-street parking along Harmony Street.
- Marcia and Tom Bouska, owners of 218 Harmony Street, contacted the Community Development and stated they are aware of the YMCA's need for additional parking. They also stated that the vacation of Baughn Street will increase traffic on Harmony Street. They request that parking be limited to one side of Harmony Street (see Attachment 'F'); and

WHEREAS, The following comments were received for this reclassification:

- A. The A-P district is intended and designed to provide, in certain areas in the city, for the development of institutional public/semi-public uses that are arranged in a campus-style setting, with heavy public traffic volumes and multiple frontages, such as the Charles E. Lakin YMCA.

- B. If approved, the proposed rezoning will provide one consistent zoning classification for the expanded YMCA campus.
- C. As part of the YMCA expansion project, the applicant shall be required to replat the subject properties, the current YMCA site, and the portion of Baughn Street right-of-way proposed to be vacated into two lots of record.
 - 1. The YMCA of Greater Omaha owns the properties proposed to be rezoned; however, they do not own 235 Harmony Street. Said parcel is owned by Alegent Health-Bergan Mercy. The applicant has a zero cost land-lease agreement with Alegent Health-Bergan Mercy to operate the Charles E. Lakin YMCA. The first lot will be owned by the YMCA of Greater Omaha and the other lot will be owned by Alegent Health-Bergan Mercy. Both YMCA and Alegent Health-Bergan Mercy shall be signatories on the plat, and each shall prepare separate attorney's opinion of title for the land they respectively own within the subdivision plat boundary.
 - 2. Said two-lot subdivision shall be subject to the approval of the proposed vacation of Baughn Street right-of-way (see Case #SAV-20-004 below).
- D. The expanded YMCA campus will contain 182,144.6 square feet (4.18 acres), more or less, in area, which exceeds the minimum lot size requirements in the A-P/Administrative-Professional District.
- E. The Charles E. Lakin YMCA, along with the proposed outdoor recreational amenities, is considered a 'commercial recreation (indoor and outdoor)' establishment. 'Commercial recreation (indoor and outdoor)' is a conditional use in the A-P District. The applicant shall obtain a conditional use permit (CUP) from the Zoning Board of Adjustment as part of the YMCA expansion project. Both YMCA and Alegent Health-Bergan Mercy shall be signatories on the CUP application.
- F. The Bluffs Tomorrow: 2030 Plan (Comprehensive Plan) designates the subject properties as Low Density Residential. The proposed comprehensive plan amendment to Local Commercial would ensure the future land use classification of the subject properties is consistent with the future land use classification of the current YMCA site, as well as with the proposed rezoning to the A-P District and the 'commercial recreation (indoor and outdoor)' land uses.
- G. Adequate utilities (e.g., water, sanitary sewer, electric, etc.) are available to accommodate the uses permitted in the A-P District; and

WHEREAS, The Community Development Department recommends approval of the request to amend the future land use plan of the Bluffs Tomorrow: 2030 Plan (Comprehensive Plan) by reclassifying properties legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, Pottawattamie County, Iowa, EXCEPT East Kaneshville Boulevard right-of-way, from Low Density Residential to Local Commercial, based on the reasons stated above.

**NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA**

That the amendment to the Bluffs Tomorrow: 2030 Plan (Comprehensive Plan) specifically by reclassifying properties legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, Pottawattamie County, Iowa, EXCEPT East Kanesville Boulevard right-of-way, from Low Density Residential to Local Commercial is hereby approved and will become effective upon the approval of the rezoning of these properties as well as the vacation and disposal of Baughn Street right-of way lying between harmony Street and East Kanesville Boulevard.

ADOPTED
AND
APPROVED

December 14, 2020.

MATTHEW J. WALSH

Mayor

Attest:

JODI QUAKENBUSH

City Clerk

Return to: City Clerk, 209 Pearl Street, Co. Bluffs, IA 51503 - Phone: (712) 890-5261
Prepared by: Community Development Dept., Co. Bluffs, IA 51503 - Phone: (712) 890-5350

RESOLUTION NO. 20-290

A RESOLUTION TO VACATE AND DISPOSE OF BAUGHN STREET RIGHT-OF-WAY LYING BETWEEN HARMONY STREET AND EAST KANESVILLE BOULEVARD, CITY OF COUNCIL BLUFFS, POTTAWATTAMIE COUNTY, IOWA.

WHEREAS, The city-owned right-of-way described as follows: Baughn Street right-of-way lying between Harmony Street and East Kaneshville Boulevard, City of Council Bluffs, Pottawattamie County; and

WHEREAS, a public meeting was held on this matter on the 14th day of December, 2020; and

WHEREAS, pursuant to Iowa Code Section 354.23, the City Council declares its intent to dispose of this City right-of-way by conveying and quitclaiming all of its right, title, and interest in it to the abutting property owner(s); and

WHEREAS, this conveyance is subject to the reservation of a permanent and perpetual utilities easement of way in favor of the City of Council Bluffs, for the maintenance of any and all utilities equipment presently in place, and for such reconstruction, re-emplacment and repair thereof which said City and its licensees and/or franchise grantees may in the future deem necessary and proper, and for the removal of any improvements emplaced thereon by the grantees, or their successors or assigns, necessitated by the reconstruction, re-emplacment, or repair of such utilities, such removal to be at the sole expense of grantees or their successors or assigns and without cost to the City, its licensees and/or franchise grantees, and without obligation to repair or replace such improvements, and subject to any and all other easements and right-of-way of record and those not of record.

**NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA**

That the above-described city right-of-way is hereby conveyed as follows:

YMCA of Greater Omaha and all successors in interest: The entirety of vacated Baughn Street right-of-way lying between Harmony Street and East Kaneshville Boulevard, abutting properties legally described as Lots 6 through 11, Baughn's Subdivision of Lot 8, Original Plat of Council Bluffs, Pottawattamie County, Iowa, EXCEPT East Kaneshville Boulevard right-of-way, for the total sum of \$6,121.15.

BE IT FURTHER RESOLVED

That the Mayor and the City Clerk be and are hereby authorized, empowered and directed to execute a City deed conveying the City's interest in the above-described right-of-way; and

BE IT FURTHER RESOLVED

That the City Clerk is directed to deliver this resolution and attached documents to the County Recorder according to Iowa Code Section 354.23.

ADOPTED
AND
APPROVED: December 14, 2020.

Matthew J. Walsh, Mayor

ATTEST: _____
Jodi Quakenbush, City Clerk

STATE OF IOWA)
COUNTY OF)ss
POTTAWATTAMIE)

On this _____ day of _____, 2020, before me the undersigned, a Notary Public in and for said County and said State, personally appeared Matthew J. Walsh and Jodi Quakenbush, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk respectively, of the said City of Council Bluffs, Iowa, a Municipal Corporation, that the seal affixed hereto is the seal of said Municipal Corporation; that said instrument was signed and sealed on behalf of the said City of Council Bluffs, Iowa, by authority of its City Council; and that said Matthew J. Walsh and said Jodi Quakenbush, as such officers, acknowledged the execution of said instrument to be the voluntary act and deed of said City, by it and by them voluntarily executed.

Notary Public in and for said State

Council Communication

Department: Public Works Admin
Case/Project No.: PW21-20
Submitted by: Matthew Cox, Public Works
Director

Resolution 20-291
ITEM 4.E.

Council Action: 12/14/2020

Description
Resolution approving the plans and specifications for the West Broadway Reconstruction, Segment 5. Project # PW21-20

Background/Discussion
West Broadway is major arterial street and critical to the City’s roadway network. It serves as a significant commercial corridor and commuter route and its reconstruction is an essential part of the economic redevelopment plan for the west end of Council Bluffs. There is also a strong community desire to enhance the aesthetics of the corridor and to create a connection between the River’s Edge development and downtown Council Bluffs.
Segment 1 from 36th Street to 33rd Street, Segment 2 from 33rd Street to 28th Street, and Segment 3 from 28th Street to just west of 24th Street are complete. Segment 4 from west of 24th Street to west of 19th Street is substantially complete. Each of these previous phases included the replacement of pavement, traffic signals, street lights, sidewalks, storm sewers and streetscape amenities.
The Segment 5 project will completely rebuild West Broadway from just west of 19th Street to 15th Street. Reconstruction will include the replacement of pavement, traffic signals, street lights, sidewalks, and storm sewers with drainage improvements as a major objective. The project also includes streetscape amenities such as decorative pedestrian lights, brick paver bands behind the curbs and at intersections, ornamental fencing, ornamental arms for street lights, concrete pavers in crosswalks, decorative paving in the center turn lane and at key intersections, raised planted median east of 16th Street, neighborhood masonry columns, and trees.
As a condition of the Transfer of Jurisdiction, Iowa DOT has provided \$20 million in funding for assuming ownership of the roadway previously identified as US-6. This project is included in the FY21 CIP with a budget of \$2,800,000 from GO Bonds, and the balance in Sales Tax Funds. The Iowa West Foundation has agreed to provide funding for the streetscape amenities which are estimated to be approximately \$1,440,000. The estimated construction cost for all project improvements is \$9,728,650.
The project schedule is as follows:

Set Public Hearing	November 23, 2020
Hold Public Hearing	December 14, 2020
Letting	January 21, 2021
Award	February 8, 2021
Construction Start	March 2021 (weather dependent)

Recommendation
Approval of this resolution. This project will complete the multi-year program to reconstruct West Broadway and the improvements align with the goals and objectives identified in the West Broadway Corridor Master Plan.

ATTACHMENTS:

Description	Type	Upload Date
Resolution 20-291	Resolution	12/8/2020

**RESOLUTION
NO. 20-291**

**RESOLUTION APPROVING THE
PLANS, SPECIFICATIONS, FORM OF CONTRACT
AND COST ESTIMATE FOR THE
WEST BROADWAY RECONSTRUCTION, SEGMENT 5
PROJECT #PW21-20**

WHEREAS, the plans, specifications, form of contract and cost estimate are on file in the office of the City Clerk of the City of Council Bluffs, Iowa for the West Broadway Reconstruction, Segment 5; and

WHEREAS, A Notice of Public Hearing was published as required by law, and a public hearing was held on December 14, 2020.

NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA

That the plans, specifications, form of contract and cost estimate are hereby approved for the West Broadway Reconstruction, Segment 5 Project.

AND BE IT FURTHER RESOLVED

That the aforementioned project is encompassed by the language of the 1989 Local Option Sales Tax Ballot and as such this is an appropriate expenditure of the Local Option Sales Tax Revenues.

ADOPTED
AND
APPROVED

December 14, 2020

Matthew J. Walsh, Mayor

ATTEST:

Jodi Quakenbush, City Clerk

Council Communication

Department: City Clerk
Case/Project No.:
Submitted by: Richard Wade

Ordinance 6436
ITEM 5.A.

Council Action: 12/14/2020

Description
Ordinance adopting the 2020 Municipal Code of Council Bluffs, Iowa.

Background/Discussion
The Code of Iowa §380.8 provides that a city shall compile a code of ordinances containing all of the city ordinances in effect, except grade ordinances, bond ordinances, zoning map ordinances, ordinances vacating streets and alleys, and ordinances containing legal descriptions of urban revitalization areas and urban renewal areas. The City of Council Bluffs, Iowa, has compiled a code of ordinances containing all the city ordinances in effect, with the exceptions set forth above and the code contains only existing ordinances edited and compiled without change in substance.
The update for the municipal code shall be adopted at least once every five years and this adoption will replace the 2015 Municipal Code of Council Bluffs, Iowa.

Recommendation
It is recommended that this ordinance be approved.

ATTACHMENTS:

Description	Type	Upload Date
Ordinance 6436	Ordinance	11/18/2020

ORDINANCE NO. 6436

AN ORDINANCE ADOPTING THE 2020 MUNICIPAL CODE OF COUNCIL BLUFFS, IOWA.

**BE IT ORDAINED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA:**

SECTION 1. That the 2020 ordinances of the City of Council Bluffs, Iowa, entitled “Municipal Code of Council Bluffs, Iowa” as codified, revised, edited and indexed by the Municipal Code Corporation, Tallahassee, Florida, and select personnel for the City, are ordained as general ordinances and are hereby adopted. A complete copy is available online at https://library.municode.com/ia/council_bluffs or through the Council Bluffs City Clerk.

SECTION 2. REPEALER. Ordinance No. 6252 or any other ordinances or parts of ordinance in conflict with the provision of this ordinance shall be and are hereby repealed upon passage, approval, and publication of this ordinance.

SECTION 3. SEVERABILITY CLAUSE. If any of the provisions of this ordinances are for any reason declared illegal or void, then the lawful provisions of this ordinance which are severable from said unlawful provisions shall be and remain in full force and effect, the same as if the ordinance contained no illegal or void provisions.

SECTION 4. EFFECTIVE DATE. That this ordinance shall be in full force and effect from and after its passage, approval, and publication, as by law provided.

PASSED
AND
APPROVED

December 14, 2020.

MATTHEW J. WALSH Mayor

Approved:

JODI QUAKENBUSH City Clerk

First Consideration: 11-23-20
Second Consideration: 12-14-20
Public Hearing: n/a
Third Consideration: _____

Council Communication

Department: City Clerk
Case/Project No.:
Submitted by: Graham Jura

Ordinance 6437
ITEM 5.B.

Council Action: 12/14/2020

Description
Ordinance to amend Chapter 4.20 "Animal Control" of the Municipal Code, by amending Section 4.20.020 "Definitions-Animal Control."

Background/Discussion
City Legal met with the Council Bluffs Animal Control division in order to determine what updates were needed to give Council Bluffs the flexibility to guard against dangerous animals, particularly dogs, from endangering both the public as well as other animals. After previously amending multiple sections of Chapter 4.20 of the CBMC, it is no longer necessary to have the dangerous dog language in Chapter 4.20.020, as it is now addressed in greater detail in other sections of Chapter 4.20. The removal of this language will also limit confusion when it comes to enforcement and interpretation of this Chapter.

Recommendation
Approval of this Ordinance is recommended.

ATTACHMENTS:

Description	Type	Upload Date
Redline Version	Other	11/18/2020
Ordinance 6437	Ordinance	11/18/2020

4.20.020 Definitions - Animal Control

For use in this chapter, the following terms shall have the following meanings:

Administrative authority: The director of community development or his/her designee. The chief animal control officer or his/her designee, or anyone else duly authorized by the mayor.

Animal: Every wild, tame or domestic member of the animal kingdom other than the genus and species Homo sapiens.

Animal shelter: The premises and/or building which the mayor or his or her designee may from time to time designate as the location for the impoundment of animals.

At large, running at large, or being at large: Any licensed or unlicensed animal found off the premises of its owner and either:

- A. Not on a leash;
- B. Not restrained within a vehicle so as to prevent it leaving the vehicle; or
- C. Not housed in a veterinary hospital or kennel.

Bite: Any puncture, laceration, abrasion, scratch or any other break in the skin of a human, caused by an animal.

Board of review: Shall be an ad hoc board made up of the mayor or his/her designee, the police chief or his/her designee and the fire chief or his/her designee. This board will only meet as needed and will conduct its hearings pursuant to Robert's Rules of Order and in compliance with Iowa's open meeting law.

Cat: Both male and female animals of the feline species, whether neutered or not.

Dangerous animal, per se:

~~A. Any animal which is not naturally tame or gentle, and which is of a wild nature or disposition, and which is capable of killing, inflicting serious injury upon, or causing disease among human beings or domestic animals and having known tendencies as a species to do so;~~

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~~B. Any animals declared to be dangerous by the board of review or the mayor or his or her designee;~~

~~C. The following animals which shall be deemed to be dangerous animals, per se:~~

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Artiodactyla of the family Antilocapridae, which includes pronghorns;

Artiodactyla of the family Cervidae, which includes moose and caribou;

Artiodactyla of the family Suidae and the genus and species Sus scrofa (domestic swine and wild boar), which includes all male and female wild boars;

Bovidae-males only (bulls);

Carnivora of the family Canidae, which includes wolves, foxes, and hybrids, but excludes domestic dogs;

Carnivora of the family Felidae, which includes lions, lynx, bobcats, and hybrids, but excludes domestic cats;

Carnivora of the family Mustelidae, which includes badgers, wolverines, weasels and skunks, except ferrets;

Carnivora of the family Procyonidae, which includes raccoons;

Carnivora of the family Ursidae, which includes bears;

Chelonia of the family Chelydridae (snapping turtles);

Crocodylia which includes crocodiles and alligators;

Chiroptera (bats);

Proboscidae elephants;

Rodentia of the family Cricetidae (mice), except white mice kept as household pets;

Rodentia of the family Muridae (rats), except white rats kept as household pets;

Scorpiones of the family Buthidae scorpions;

Squamata of the suborder Ophidia (snakes) which are venomous or constrictors, not to include any nonvenomous snake indigenous to the state of Iowa.

Dangerous dog:

~~A. — Any dog with a propensity, tendency, or disposition to attack, to cause injury to, or to otherwise endanger the safety of humans or other domestic animals;~~

~~B. — Any dog that has been cited for running at large three times in one year; or~~

~~C. — Any dog that has attacked another animal once while at large.~~

~~A dangerous dog is "unconfined" as the term is used in this section if such dog is not securely confined indoors or confined in a securely enclosed and locked pen or structure upon the premises which shall be set back at least ten (10) feet from the nearest property line of the person described in CBMC 4.20.110 Paragraph B. Such pen or structure must have secure sides and a secure top. The sides must be embedded into the ground no less than one foot or secured into a concrete slab.~~

Dart: The process whereby a drug of a sedative nature is delivered to and injected into an animal by means of a projectile shot from a rifle, gun, or blowgun, or from a bow or crossbow, for the purpose of subduing or rendering unconscious an animal for capture.

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Dog: Both male and female animals of the canine species, whether neutered or not.

Emergency: Any occurrence or set of circumstances involving actual or imminent physical trauma or property damage or which demands immediate action to protect the public health, safety and/or welfare, or the safety or welfare of an animal.

Farm animal: Every wild, tame or domestic animal kept or raised for the purpose of meat, milk, breeding, furbearing, work, recreation, sport, hobby, experimentation, or income, excluding domestic dogs and cats; any and all animals of the following orders shall be deemed to be farm animals, per se:

Anseriforms, which includes ducks and geese;

Artiodactyla, which includes all members of the families Suidae (swine) and Bovidae (cattle, sheep and goats);

Carnivoras, which includes mink and skunks, but excluding domestic dogs and cats;

Columbiformes, which includes doves and pigeons;

Falconiformes, which includes hawks and falcons;

Galliformes, which includes chickens, turkeys and fowl-like birds;

Lagomorpha, which includes hares and rabbits;

Perissodactyla, which includes all members of the family Equidae (horses, ponies, asses, and mules);

Rodentia, which includes squirrels, rats and mice.

Hybrid: Any offspring produced by breeding a domestic cat or domestic dog to an animal listed as a "dangerous animal, per se."

Kennel: "Boarding kennel," "commercial kennel," as defined in Iowa Code Chapter 162.

Kennel dogs: Dogs which are kept or raised solely for the bona fide purpose of sale and which are kept under constant restraint in a kennel pursuant to Iowa Code Chapter 162.

Killer trap or conibear trap: A type of trap designed to apprehend and instantaneously kill an animal, but shall not include jaw, leghold or snare-type traps, regardless if set underwater.

Live trap: A process whereby an animal is apprehended alive and uninjured by means of a cage-type device, the door or entrance to which closes after the animal enters, preventing escape. Jaw, leghold, or snare-type traps, designed to pinch trap an animal's head or extremities, shall not be considered a live trap.

Noise disturbance": ~~means a~~ Any sound which:

A. Endangers or injures the safety or health of humans or animals;

- B. Annoys or disturbs a reasonable person of normal sensitivities; or
- C. Endangers or damages personal or real property.

Owner or owner of animal: Any person or persons, firm, association, or corporation owning, keeping, sheltering or harboring an animal with a current city pet license.

Owner or person or entity in lawful possession and control of any premises: The fee title owner of any property or premises, or the person or entity in actual possession or control of such premises under a lease or real estate contract.

Person: Any individual, association, partnership, or corporation, and includes any officer, employee, agent or agency thereof.

Service animals: Any animal which is owned by a person who is disabled, and that has been properly trained at a special school to guide its owner in going from place to place.

Vicious animal: Any animal, except for a dangerous animal, per se, as listed above, which has attacked or bitten any person without provocation or which has attacked or bitten any domestic animal or fowl on more than two occasions within a twelve-month period, any dog or other animal owned or harbored primarily or in part for the purpose of fighting or any dog trained for dog fighting, or which has been found to possess such a propensity by the Board of Review.

Meaning of Certain Words. Words used in the singular include the plural, and the plural the singular, the masculine gender includes the feminine and the feminine the masculine.

(Ord. No. 6304, § 1, 9-25-2017; Ord. No. 6357, § 1, 10-22-2018)

ORDINANCE NO. 6437

AN ORDINANCE TO AMEND CHAPTER 4.20 “ANIMAL CONTROL” OF THE MUNICIPAL CODE OF COUNCIL BLUFFS, IOWA, BY AMENDING SECTION 4.20.020 “DEFINITIONS-ANIMAL CONTROL.”

**BE IT ORDAINED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA**

SECTION 1. That Chapter 4.20 “Animal Control” of the Municipal Code of Council Bluffs, Iowa, is hereby amended by amending Section 4.20.020 “Definitions-Animal Control” as follows:

4.20.020 Definitions - Animal Control

For use in this chapter, the following terms shall have the following meanings:

Administrative authority: The director of community development or his/her designee. The chief animal control officer or his/her designee, or anyone else duly authorized by the mayor.

Animal: Every wild, tame or domestic member of the animal kingdom other than the genus and species Homo sapiens.

Animal shelter: The premises and/or building which the mayor or his or her designee may from time to time designate as the location for the impoundment of animals.

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- A. Not on a leash;
- B. Not restrained within a vehicle so as to prevent it leaving the vehicle; or
- C. Not housed in a veterinary hospital or kennel.

Bite: Any puncture, laceration, abrasion, scratch or any other break in the skin of a human, caused by an animal.

Board of review: Shall be an ad hoc board made up of the mayor or his/her designee, the police chief or his/her designee and the fire chief or his/her designee. This board will only meet as needed and will conduct its hearings pursuant to Robert's Rules of Order and in compliance with Iowa's open meeting law.

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Bovidae-males only (bulls);

Carnivora of the family Canidae, which includes wolves, foxes, and hybrids, but excludes domestic dogs;

Carnivora of the family Felidae, which includes lions, lynx, bobcats, and hybrids, but excludes domestic cats;

Carnivora of the family Mustelidae, which includes badgers, wolverines, weasels and skunks, except ferrets;

Carnivora of the family Procyonidae, which includes raccoons;

Carnivora of the family Ursidae, which includes bears;

Chelonia of the family Chelydridae (snapping turtles);

Crocodylia which includes crocodiles and alligators;

Chiroptera (bats);

Proboscidae elephants;

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Dart: The process whereby a drug of a sedative nature is delivered to and injected into an animal by means of a projectile shot from a rifle, gun, or blowgun, or from a bow or crossbow, for the purpose of subduing or rendering unconscious an animal for capture.

Dog: Both male and female animals of the canine species, whether neutered or not.

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Falconiformes, which includes hawks and falcons;

Galliformes, which includes chickens, turkeys and fowl-like birds;

Lagomorpha, which includes hares and rabbits;

Perissodactyla, which includes all members of the family Equidae (horses, ponies, asses, and mules);

Rodentia, which includes squirrels, rats and mice.

Hybrid: Any offspring produced by breeding a domestic cat or domestic dog to an animal listed as a "dangerous animal, per se."

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- B. Annoys or disturbs a reasonable person of normal sensitivities; or
- C. Endangers or damages personal or real property.

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Person: Any individual, association, partnership, or corporation, and includes any officer, employee, agent or agency thereof.

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Meaning of Certain Words. Words used in the singular include the plural, and the plural the singular, the masculine gender includes the feminine and the feminine the masculine.

(Ord. No. 6304, § 1, 9-25-2017; Ord. No. 6357, § 1, 10-22-2018)

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any of the provisions of this ordinance are for any reason declared illegal or void, then the lawful provisions of this ordinance which are severable from said unlawful provisions shall be and remain in full force and effect, the same as if the ordinance contained no illegal or void provisions.

SECTION 4. EFFECTIVE DATE. This ordinance shall be in full force and effect from and after its final passage and publication, as by law provided.

PASSED
AND
APPROVED

December 14, 2020.

MATTHEW J. WALSH Mayor

Attest: _____
JODI QUAKENBUSH City Clerk

First Consideration: 11-23-20
Second Consideration: 12-14-20
Public Hearing: n/a
Third Consideration: _____

Council Communication

Department: Public Works Admin
Case/Project No.: BM21-04
Submitted by: Jeremy Noel, Public Works
Operations Manager

Resolution 20-292
ITEM 6.A.

Council Action: 12/14/2020

Description
Resolution accepting the bid of Rife Construction Inc. (Lassek) in the amount of \$63,945.00 for the Central Fire Station ADA Improvement Project
Project #BM21-04

Background/Discussion
On November 17, 2020, one bid was received by the City as follows:

Rife Construction Inc. (Lassek), Omaha, NE	\$63,945.00
Engineer’s Estimate (HGM)	\$67,100.00

The Community Development Department moved to City Hall in March of 2020. The Fire Department’s Administrative Staff along with the Fire Marshall’s Office moved into the former Community Development Department’s space which is not ADA accessible.

This project will provide a corridor that begins at the front entrance of the Central Fire Station on the east side of the building. This hallway will pass through the building and open into the new Fire Administration offices thus eliminating the ADA accessibility issues.

The revised total cost of this project is \$74,945.00 including \$11,000.00 for architectural, mechanical, and electrical engineering services provided by HGM and Engineering Technologies Inc. The project was included in the FY21 CIP with funding from the General Fund.

The project is scheduled to be complete by March 31, 2021.

Recommendation
Approval to accept the bid of Rife Construction Inc. (Lassek) in the amount of \$63,945.00. This project will provide ADA accessibility to the former Community Development space which is now occupied by Fire Department staff.

ATTACHMENTS:

Description	Type	Upload Date
Resolution 20-292	Resolution	12/8/2020

RESOLUTION NO. 20-292

**RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK
TO EXECUTE AN AGREEMENT WITH
RIFE CONSTRUCTION INC. (LASSEK) FOR THE
CENTRAL FIRE STATION ADA IMPROVEMENT PROJECT
PROJECT #BM21-04**

WHEREAS, the plans, specifications, and form of contract are on file in the office of the City Clerk of the City of Council Bluffs, Iowa for the Central Fire Station ADA Improvement Project; and

WHEREAS, a Notice of Public Hearing was published, as required by law, and a public hearing was held on October 26, 2020, and the plans, specifications, form of contract, and cost estimate were approved; and

WHEREAS, Rife Construction Inc. (Lassek) has submitted a low bid in the amount of \$63,945.00 for this contract.

NOW, THEREFORE BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA

That the bid of Rife Construction Inc. (Lassek) in the amount of \$63,945.00 is hereby accepted as the lowest and best bid received for said work; and

BE IT FURTHER RESOLVED

That the City Council does hereby award the contract in connection with the Central Fire Station ADA Improvement Project; and

BE IT FURTHER RESOLVED

That the Mayor and City Clerk are hereby authorized, empowered, and directed to execute an agreement with Rife Construction Inc. (Lassek) for and on behalf of the City of Council Bluffs, upon approval by the City Attorney of the certificate of insurance and payment and performance bonds as required by the contract specifications.

ADOPTED
AND
APPROVED

December 14, 2020

Matthew J. Walsh, Mayor

ATTEST:

Jodi Quakenbush, City Clerk

Council Communication

Department: Public Works Admin
Case/Project No.:
Submitted by: Matthew Cox, Public Works
Director

Resolution 20-293
ITEM 6.B.

Council Action: 12/14/2020

Description
Resolution authorizing the Mayor to execute Amendment Number 1 to Iowa Department of Natural Resources Contract No. 20CRDLWMBALM-0008 in connection with Lake Manawa Dredging.

Background/Discussion
Lake Manawa is a 785 acre natural oxbow lake that is owned, operated, and maintained by the Iowa DNR and located within Council Bluffs.
Iowa DNR is working to improve the water quality within Lake Manawa. Planned dredging creates additional depth and volume at Lake Manawa, both important to achieving long-term water quality goals. Historic lake dredging work deepened significant portions of the lake, and in 2016 an additional 500,000 cubic yards of material was removed. The resulting maximum lake depth is 22.5 feet; however large expanses of the lake still average between 6 to 7 feet of water.
The City of Council Bluffs owns or sponsors multiple levee segments, which encompass the City Federal Levee System, providing flood protection from the Missouri River, Mosquito Creek, and Indian Creek. In order to meet the criteria for levee certification, seepage improvements are necessary for several reaches of levee. These projects require significant amounts of borrow material and finding suitable material at a reasonable price has been a challenge for the program.
The DNR and City entered into the Cooperative Agreement to remove 500,000 cubic yards of material from Lake Manawa and temporarily stockpile it on state property. The City of Council Bluffs will use the stockpiled material for planned levee projects.
The agreement had a not to exceed amount of \$1,500,000 to be paid by the City. This amount was based on a unit rate of \$3/CY of sand material.
The dredge operation is now complete and the final stockpiled amount of material is 519,805 cubic yards. This amendment allows the City to acquire the additional 19,805 cubic yards at the same unit rate identified in the original agreement. The new not to exceed amount will increase by \$59,415 with this amendment.

Recommendation
Approval of this resolution authorizing the Mayor to execute Amendment Number 1 to allow the acquisition of an additional 19,805 cubic yards of borrow material for use in planned levee projects.

ATTACHMENTS:

Description	Type	Upload Date
Amendment Number 1	Other	12/3/2020
Resolution 20-293	Resolution	12/8/2020

IOWA DEPARTMENT OF NATURAL RESOURCES

**Amendment Number 1 to
CONTRACT NUMBER 20CRDLWBMBALM-0008**

Between

**IOWA DEPARTMENT OF NATURAL RESOURCES
And
THE CITY OF COUNCIL BLUFFS, IOWA**

IN WITNESS THEREOF, the parties hereto have executed this Contract Amendment on the day and year last specified below.

DEPARTMENT OF NATURAL RESOURCES

By: _____ Date: _____
Kayla Lyon, Director

CITY OF COUNCIL BLUFFS

By: _____ Date: _____
Matt Walsh, Mayor

This Contract Amendment shall not begin until it has been either (1) signed by both parties or (2) the Contract Amendment start date has occurred, whichever is later.

<p>For DNR use only: The DNR Contract Manager should retain a signed copy of the Contract in the project file and send a hardcopy with the 1st invoice to Budget & Finance.</p>
--

This Contract Amendment is entered is between the Iowa Department of Natural Resources (DNR) and The City of Council Bluffs (Contractor). The parties agree as follows:

Section 1 Statement of Purpose

1.1 Purpose. The purpose of the Contract Amendment is to amend the tasks to the Original Contract for additional money without extending the time of performance previously allowed.

Section 2 Duration of Contract Amendment

2.1 Term of Contract Amendment. The term of this Contract Amendment shall be from November 20, 2020, through December 31, 2023, unless terminated earlier in accordance with the Termination section of the Original Contract. However, this Contract Amendment shall not begin until it has been signed by both parties.

2.2 Approval of Contract Amendment. If the amount of compensation to be paid by DNR according to the terms of the Original Contract together with this Contract Amendment is greater than \$25,000.00 and the Contract was never approved by the Natural Resource Commission (Commission); or if this Contract Amendment increases the value of the Contract by more than \$25,000.00 or by more than 10% of the previous Contract approved by the Commission, whichever is greater, then performance shall not commence unless by November 20, 2020, this Contract Amendment has been approved by the Commission.

Section 3 Contract Amendment Statement of Work

3.1 Statement of Work. As part of this Contract Amendment, Contractor shall perform the following Tasks by the Task Milestone Dates set out below.

Deliverable	Task Milestone Date	Amount of compensation allotted to Task	Invoice Due No Later Than
<p><u>Original Task 1 is revised as follows:</u> Task 1: Reimbursement for dredging and stockpiling of Material Description of Revision: The City shall reimburse DNR for all removal of sediment from Lake Manawa and the stockpiling of that sediment on state property consistent with subsection 7.3 of the Original Contract. The maximum amount of sediment to be eligible for reimbursement shall be 519,805 cubic yards. Detailed plans for this Task are attached as Exhibit B and Exhibit C of the Original Contract.</p>	<p>No later than December 31, 2020</p>	<p>City’s Contribution: \$1,559,415.00</p>	<p>January 31, 2021</p>
<p><u>Original Task 2 is revised as follows:</u> Task 2: Material removal Description of Revision: Between the dates of November 15, 2020 and December 31, 2023, the City shall remove all stockpiled material from state property up to 519,805 cubic yards. The City shall be responsible for securing all necessary permits, certificates, and licenses required to transport the material from state land to point of use and restore the site as nearly as possible to its original condition.</p>	<p>No later than December 31, 2023</p>		<p>December 31, 2023</p>
		<p>\$1,559,415.00</p>	

Section 4 COMPENSATION**4.1 Reserved**

4.2 Not-to-exceed total amount of contract. Payment by the City for work performed by the DNR according to the terms of this Contract Amendment, shall not exceed \$1,559,415.00.

Amount of Original Contract (City's Contribution)	\$1,500,000.00
Amount of Current Amendment	\$59,415.00
Total	\$1,559,415.00*

* Contribution by the City shall not exceed a value of \$3.00 per cubic yard (\$1,559,415.00) of material stockpiled under Task 1 activities.

Task	Amount of compensation in Original Contract	Amount of compensation CURRENT CONTRACT AMENDMENT	Grand Total (City's Contribution)
Task 1: Reimbursement for dredging and stockpiling material	Not to exceed \$1,500,000.00	Not to exceed \$59,415.00	Not to exceed \$1,559,415.00
Task 2: Material removal	Not to exceed \$0.00	Not to exceed \$0.00	Not to exceed \$0.00
Total	Not to exceed \$1,500,000.00	Not to exceed \$59,415.00	Not to exceed \$1,599,415.00

An original invoice shall be submitted to DNR in accordance with Section 3 of this Contract Amendment, if applicable, or Section 7.4 of the Original Contract. All other provisions of Section 7.4 of the Original Contract shall remain in full force.

Section 5 OTHER AMENDMENT PROVISIONS

Reserved.

Section 6 EFFECT OF AMENDMENT ON ORIGINAL AGREEMENT PROVISIONS

All provisions of the Original Contract shall remain in full force and effect unless specifically changed by this Contract Amendment.

**RESOLUTION
NO 20-293**

**RESOLUTION AUTHORIZING THE MAYOR TO
EXECUTE AMENDMENT NUMBER 1 TO
IOWA DEPARTMENT OF NATURAL RESOURCES
CONTRACT NO. 20CRDLWBMBALM-0008
IN CONNECTION WITH
LAKE MANAWA DREDGING**

- WHEREAS, the Iowa Department of Natural Resources and the City of Council Bluffs entered into an agreement to remove material from Lake Manawa to improve water quality within the lake and produce borrow material for City use; and
- WHEREAS, dredging operations have produced additional material above the amount identified in the agreement; and
- WHEREAS, Iowa Department of Natural Resources has submitted an amendment to the agreement to allow the City to acquire the additional material; and
- WHEREAS, the city council deems approval of said amendment to be in the best interest of the City of Council Bluffs.

NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA

That the Mayor is hereby authorized and directed to execute Amendment Number 1 to Iowa Department of Natural Resources Contract No. 20CRDLWBMBALM-0008 in connection with Lake Manawa Dredging.

ADOPTED
AND
APPROVED

December 14, 2020

Matthew J. Walsh, Mayor

ATTEST:

Jodi Quakenbush, City Clerk

Council Communication

Department: Public Works Admin
Case/Project No.: PW22-09
Submitted by: Matthew Cox, Public Works
Director

Resolution 20-294
ITEM 6.C.

Council Action: 12/14/2020

Description
Resolution authorizing the mayor to execute an agreement with Ehrhart Griffin & Associates for engineering services in connection with the East Manawa Sewer Rehab, Phase X. Project # PW22-09

Background/Discussion
The area of East Manawa is very flat with open ditches. There are no storm sewers in this area and the streets are thin asphalt or seal-coated rock roads. During rainfall events, considerable surface ponding occurs due to the poor drainage.
Due to the narrow right-of-way (30 ft.) and the high water table in the area, conventional storm sewer construction is not practical. The use of porous pavement in conjunction with a drainable granular base and shallow subdrain/conveyance system was determined to be the most cost effective means available to improve the area drainage.
The rehab program also includes installation of new sanitary sewers utilizing a vacuum system.
Phase I and II of the program have been completed and included Huron Circle from Navajo to north of Osage Street. Phase III of the program was construction of the sanitary sewer vacuum pump station. Phase IV included the first phase of vacuum sewer installation with the porous pavement and subdrain system on Huron Circle from Navajo to just west of Blackhawk Street. Phase V thru VIII are complete and included Osage Street, Blackhawk Street, Aztec Street and Victor Street.
Phase IX is substantially complete and included East Navajo Street and the installation of vacuum sewer along Navajo from Huron Circle south to 59 Navajo Street.
This project is included in the FY22 CIP and includes a budget of \$1,200,000 in Sales Tax Funds. The exact limits for Phase X will be determined during the project scoping.
EGA was previously selected from the pre-qualified list of engineers because of their successful project history and strong relationship with the Iowa DNR, and subsequently provided engineering services for the previous construction phases. As before, they will be partnering with FOX Engineering who developed the master plan for the East Manawa area, and have been part of the engineering team on each of the previous phases.

Recommendation
Approval of this resolution for the selection of Ehrhart Griffin & Associates to continue their role as project engineers for design and construction engineering services associated with Phase X.

ATTACHMENTS:

Description	Type	Upload Date
Engineering Agreement	Agreement	12/3/2020
Resolution 20-294	Resolution	12/8/2020



PROPOSAL FOR PROFESSIONAL ENGINEERING &
LAND SURVEYING SERVICES
EGA PROJECT NO EGA201249

November 30, 2020

Mr. Matt Cox, City Engineer
City of Council Bluffs Public Works Department
209 Pearl Street
Council Bluffs, IA 51501

Dear Mr. Cox:

EHRHART GRIFFIN & ASSOCIATES with FOX ENGINEERING propose to render professional engineering and land surveying services in connection with that portion of PW 22-09, East Manawa Sewer Rehab, Phase X.

Our service structure is as follows:

A. Surveying

Provide land surveying services as required to complete the preliminary and final design of the project.

B. Conceptual Phase

Prepare conceptual drawing, cost estimate, and coordinate with the City to define the scope of the Project.

C. Preliminary and Final Design Phases

In consultation with the City, and based on the accepted conceptual plans, prepare Preliminary Design documents consisting of final design criteria and preliminary drawings. Based on the information contained in the Preliminary Design documents, a revised cost estimate will be prepared.

With the approval of the preliminary Design documents, prepare for incorporation in the Contract Documents, final drawings to show the general scope, extent, and character of the work to be furnished and performed by the Contractor(s) including specifications. Provide other services as directed by the City to initiate the Bidding Phase.

D. Bidding Phase

Assist the City in obtaining bids for construction of the Project. Prepare and issue addenda as necessary to interpret, clarify, or expand the Bidding Documents. Attend the Bid opening as requested and assist the City in evaluating the Bids.

E. Construction Phase

Provide construction observation, project management, and construction staking services necessary to determine in general that work by the contractor is proceeding in accordance with the Contract Documents. The City will be kept informed of the progress of the work. Review of shop drawings, coordination of testing services, processing of change orders, and applications for payment will also be provided.

F. Project Management

Provide services as requested by the City not typical to technical design services.

G. Outside Consultants/Testing

Obtain necessary sub-consultants and testing services required for construction to be completed in accordance with the Contract Documents.

H. Right of Way

Coordinate and prepare necessary documentation to obtain right-of-way, easements, outside permits, and assessments.

These Professional Engineering and Land surveying services would be provided at the following fee schedule:

A. Surveying	Lump Sum
B. Concept Phase	Hourly, not to exceed a negotiated maximum
C. Preliminary and Final Design Phase	Lump Sum
D. Bidding Phase	Lump Sum
E. Construction Phase	Hourly, not to exceed negotiated maximum
F. Project Management	Hourly, not to exceed negotiated maximum
G. Outside Consultants/Testing	Billed per invoice
H. Right of Way	Hourly

Hourly and additional or non-customary services will be charged at an hourly rate based on the following Hourly Rate Schedules:

EHRHART GRIFFIN & ASSOCIATES

STANDARD HOURLY RATE SCHEDULE:

Principal	220.00/hr.	Survey Department Manager	140.00/hr.
Engineering Department Manager	220.00/hr.	Professional Land Surveyor	130.00/hr.
Sr. Engineering Project Manager	190.00/hr.	Survey Technician	115.00/hr.
Engineering Project Manager	130.00/hr.	Survey Crew Party Chief	125.00/hr.
Project Engineer	130.00/hr.	Survey Crew Tech. W/ EDM	125.00/hr.
Design Engineer	125.00/hr.	Robotic Laser EDM	125.00/hr.
Engineering Technician I	105.00/hr.	GPS Satellite Receiver	250.00/hr.
Engineering Technician II	115.00/hr.	Survey Crew W/ Drone	250.00/hr.
Construction Manager	120.00/hr.	Office Clerical	75.00/hr.
Construction Observer I	80.00/hr.	Office Manager	80.00/hr.
Construction Observer II	85.00/hr.		

REIMBURSABLE EXPENSES:

Federal/Airborne Express	32.00/ea.	Bond Copy (8½x11)	0.35/ea.
Express Messenger	16.00/ea.	Bond Copy (8½x14)	0.75/ea.
Mileage	.57/mi.	Bond Copy (11 x 17)	0.80/ea.
Mylar Copy (24" x 36")	8.00/ea.	Bond Copy (24 x36)	4.50/ea.
Mylar Copy (30"x 42")	10.00/ea.	Bond Copy (30 x 42)	5.50/ea.
		Color Copy (8½x11)	1.25/ea.
		Color Copy (8½x14)	1.50/ea.
		Color Copy (11 x 17)	2.00/ ea.
		Color Copy (24x36)	5.00/ea.
		Color Copy (30x42)	10.00/ea.



414 South 17th Street, Suite 107
Ames, Iowa, 50010

515-233-0000

info@foxeng.com

www.foxeng.com



2020 FEE SCHEDULE

Staff Category	Hourly Billing Rate
Engineer	\$121.00
Project Engineer	\$150.00
Senior Project Engineer	\$170.00
Project Manager	\$187.00
Senior Project Manager	\$211.00
Principal I	\$222.00
Principal II	\$245.00
Engineering Technician I	\$83.00
Engineering Technician II	\$93.00
Engineering Technician III	\$104.00
Engineering Technician IV	\$115.00
Engineering Technician V	\$143.00
Administrative Assistant I	\$70.00
Administrative Assistant II	\$85.00

Hourly billing rates include salary costs, normal employee benefits, overhead, profit, and general office expenses such as telephone, facsimile, photocopy, word processing, postage, and basic supplies.

Listed rates are effective through December 31, 2020.

BILLABLE EXPENSES: Billable expenses include speciality vehicles (\$0.65/mile) and use of personal vehicles (at current IRS rate). A listing of all billable expense charges is available as applicable.

REIMBURSABLE EXPENSES: Reimbursable expenses include costs for meals and lodging when overnight stay is required for the project, costs for special mailing/printing, costs for materials and supplies purchased for specific use on the project, and costs of outside consultants used on the project.

Ehrhart Griffin & Associates will bill the City monthly for services and reimbursable expenses. The aforementioned financial arrangements are on the basis of prompt payment and the orderly and continuous progress of construction.

We would expect to start promptly with the above work upon acceptance of this proposal and to complete our services according to the construction schedule.

If there are protracted delays for reason beyond our control, we would expect to renegotiate with you the basis for our compensation in order to take into consideration changes in price indices and pay scales applicable to the period when services are in fact being rendered.

Should budgetary limitations become a factor in the completion of this work, the City shall so advise Ehrhart Griffin & Associates in writing at the earliest possible date. We will endeavor to work within such limitations.

Ehrhart Griffin & Associates agrees to indemnify and save harmless the City, its officers, agents, and employees from and against any and all claims arising out of the negligent acts, errors, or omissions of Ehrhart Griffin & Associates, its officers, agents, and employees in the execution of the services specified in this contract

In recognition of the relative risks and benefits of the project to both the City and Ehrhart Griffin & Associates, the risks have been allocated such that the City agrees, to the fullest extent permitted by law, to limit the liability of Ehrhart Griffin & Associates and their sub-consultants to the Owner and to all construction contractors and subcontractors on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of Ehrhart Griffin & Associates and their sub-consultants to all those named shall not exceed \$2,000,000.00. Such claims and causes include negligence, professional errors or omissions, strict liability, breach of contract or warranty.

- **INSURANCE**

The Engineer shall maintain insurance to protect the ENGINEER from claims under Workmen's Compensation Acts; claims due to personal injury or death of any employee or any other person; claims due to injury or destruction of property; and claims arising out of errors, omissions, or negligent acts for which the ENGINEER is legally liable. The amounts and extent of such insurance is as follows:

- | | |
|----------------------------|---|
| 1. Professional Liability | \$2,000,000 each claim; 2,000,000 aggregate |
| 2. Vehicle Coverage- | |
| Bodily Injury | \$1,000,000 combined single limit (each accident) |
| 3. Workmen's Compensation- | \$100,000 each accident |
| 4. General Liability- | \$1,000,000 each occurrence and 2,000,000 aggregate |

- **ARBITRATION**

Any controversy or claim arising out of this Agreement may, if both parties agree, be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association.

The cost of the arbitration, if any, will be divided equally between the OWNER and the ENGINEER.

- **ENGINEER'S RESPONSIBILITY**

The ENGINEER shall be responsible for the professional quality and technical accuracy of all services furnished by the ENGINEER under this Agreement, except for that work provided by OWNER. The ENGINEER shall, without additional compensation, correct or revise any error or deficiencies in his work. Approval of the OWNER of any such work shall not in any way relieve the ENGINEER of responsibility for the technical accuracy and adequacy of said services. The OWNER'S review, approval or acceptance of, or payment for any of the services shall not be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

Refer to the attached APPENDIX "A" which identifies additional responsibilities of the ENGINEER.
This proposal letter represents the entire understanding between the City and Ehrhart Griffin & Associates with respect to the project and may be modified in writing with the signatures of both parties.

If this satisfactorily sets forth your understanding of the arrangement between us, please sign both copies of this letter where indicated. Please retain one copy for your records and return the second copy to this office.

OWNER : CITY OF COUNCIL BLUFFS

Signature: _____

By: Matthew J. Walsh

Title: Mayor

Date: _____

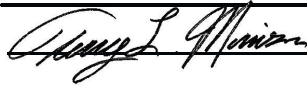
Address: 209 Pearl Street

City, State: Council Bluffs, IA 51503

Phone: 712-890-5264

Email: mayor@councilbluffs-ia.gov

A/E: EHRHART GRIFFIN & ASSOCIATES

Signature:  _____

By: Terry L. Morrison, P.E.

Title: Engineering Department Manager

Date: November 30, 2020

Address: 142 West Broadway, Suite 136

City, State: Council Bluffs, IA 51503

Phone: (712) 256-5248 Fax: _____

Email: tmorrison@ehrhartgriffin.com

APPENDIX “A”

During the performance of this contract, the engineer, for itself, its assignees and successors in interest (hereinafter referred to as the "Engineer") agrees as follows:

1. **Compliance with Regulations:** The Engineer shall comply with the Regulations relative to nondiscrimination in federally-assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the "Regulations"), which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination:** The Engineer, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, national origin, sex, age, or disability in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The Engineer shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix "B" of the Regulations.
3. **Solicitations for Subcontracts, Including Procurement of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the Engineer for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the Engineer of the Engineer's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, national origin, sex, age, or disability.
4. **Information and Reports:** The Engineer shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the City of Council Bluffs, the Iowa Department of Transportation or Federal Highway Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of an engineer is in the exclusive possession of another who fails or refuses to furnish this information, the Engineer shall so certify to the City of Council Bluffs, the Iowa Department of Transportation or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the Engineer's noncompliance with the nondiscrimination provisions of this contract, the City of Council Bluffs shall impose such contract sanctions as it, the Iowa Department of Transportation or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

- a. withholding of payments to the Engineer under the contract until the Engineer complies; and/or,
 - b. cancellation, termination or suspension of the contract, in whole or in part.
6. Incorporation of Provisions: The Engineer shall include the provisions of Paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Engineer shall take such action with respect to any subcontract or procurement as the City of Council Bluffs, the Iowa Department of Transportation or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for non-compliance; provided, however, that, in the event an engineer becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Engineer may request the City of Council Bluffs or the Iowa Department of Transportation to enter into such litigation to protect the interests of the City of Council Bluffs or the Iowa Department of Transportation; and, in addition, the Engineer may request the United States to enter into such litigation to protect the interests of the United States.

RESOLUTION
NO 20-294

**RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK
TO EXECUTE AN AGREEMENT WITH
EHRHART GRIFFIN & ASSOCIATES FOR ENGINEERING SERVICES
IN CONNECTION WITH THE
EAST MANAWA SEWER REHAB, PHASE X
PROJECT #PW22-09**

WHEREAS, the city wishes to make improvements known as the East Manawa Sewer Rehab, Phase X within the city, as therein described; and

WHEREAS, Ehrhart Griffin & Associates has submitted an agreement to provide engineering services for the work necessary for said improvements; and

WHEREAS, the city council deems approval of said agreement to be in the best interest of the City of Council Bluffs.

NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA

That the Mayor and City Clerk are hereby authorized and directed to execute an agreement with Ehrhart Griffin & Associates for engineering services relative to the East Manawa Sewer Rehab, Phase X project.

AND BE IT FURTHER RESOLVED

That the aforementioned project is encompassed by the language of the 1989 Local Option Sales Tax Ballot and as such this is an appropriate expenditure of the Local Option Sales Tax Revenues

ADOPTED
AND
APPROVED

December 14, 2020

Matthew J. Walsh, Mayor

ATTEST:

Jodi Quakenbush, City Clerk

Council Communication

Department: Public Works Admin
Case/Project No.: PW22-12
Submitted by: Matthew Cox, Public Works
Director

Resolution 20-295
ITEM 6.D.

Council Action: 12/14/2020

Description
Resolution authorizing the mayor to execute an agreement with Snyder & Associates, Inc. for engineering services in connection with the South 1st Street Neighborhood Rehab, Phase XII. Project # PW22-12

Background/Discussion
The South 1st Street neighborhood bounded by Pierce Street on the north, Palmer Avenue on the south, 1st Street on the west and Franklin Avenue on the east consists of some of the original town subdivision within the city.
Records indicate that the infrastructure in this area dates back prior to the 1950’s and is in need of replacement. Storm sewers are lacking or undersized, sanitary sewers are leaking and broken and the pavements are in poor condition. Improvement projects will be phased over several years to replace and upgrade the aged infrastructure.
Phases I thru X are complete and included portions of Knepper Street, Damon Street, Hill Street, Stutsman Street, Langstrom Street, Franklin Avenue, Platner Street, Carson Avenue, Grace Street, Kappell Avenue, Charles Street, Garden Street, Bloomer Street, Clinton Street, Voorhis Street, Stahl Avenue, Grace Street, Iowa Avenue, Palmer Avenue, Grove Street, Platner Street and Stutsman Street.
The Phase XI project is currently under construction and includes a portion of Charles Street, Franklin Avenue, and Hazel Street. Phase XI will be substantially complete in December with only punch list items remaining.
This project is included in the FY22 CIP and includes a budget of \$1,250,000 in Sales Tax Funds. Phase XII will be the final phase of the South 1st Street Neighborhood Rehabilitation program. It will include the remaining portions of Grace and Langstrom Streets.
Snyder was previously selected to develop a program scope for the South 1st Street neighborhood and has subsequently provided engineering services on all of the prior construction phases.

Recommendation
Approval of this resolution for the selection of Snyder & Associates to continue their role as project engineers for design and construction engineering services associated with Phase XII.

ATTACHMENTS:

Description	Type	Upload Date
Engineering Agreement	Agreement	12/3/2020
Resolution 20-295	Resolution	12/8/2020

PROFESSIONAL SERVICES AGREEMENT
S. 1ST STREET NEIGHBORHOOD REHABILITATION – PHASE 12
CITY PROJECT NUMBER PW 22-12
CITY OF COUNCIL BLUFFS, IOWA

I. NAME OF PARTIES OF THE AGREEMENT

This Agreement, made and entered into this ____ day of _____, 2020 by and between, The City of Council Bluffs, Iowa, a Municipal Corporation, hereinafter called "OWNER" and Snyder & Associates, Inc., a corporation, hereinafter called "ENGINEER" as follows:

II. NAME OF PROFESSIONAL SERVICE

The OWNER shall retain the ENGINEER to complete Professional Services for the preparation of engineering surveys, preliminary design, final design, construction plans and specifications, contract documents, and construction services for Phase 12 – Street & Sewer Reconstruction, hereinafter called the "PROJECT"

III. SCOPE OF WORK

A. GENERAL

The ENGINEER shall provide Professional Services as required to complete the preparation and assembly of the PROJECT as named in Article II and as described hereinafter as follows:

1. The PROJECT includes, but is not limited to, design services for Phase 12 for the S. 1st Street Neighborhood generally described as an area from S. 1st Street to Franklin Ave. and from Pierce St. to Palmer Ave.
2. The ENGINEER will complete engineering surveys, design plans and specifications, construction documents, bid letting assistance, construction staking, administration and observation, and final project acceptance for the proposed PROJECT.

B. ENGINEERING SERVICES

The ENGINEER will provide the Engineering Services as follows. Payment shall be made as specified in Article VI of this Agreement.

1. Definition & Scope of Project
2. Survey
3. Design
 - a. Preliminary
 - b. Final

4. Bid Phase
5. Construction
 - a. Observation
 - b. Management
 - c. Staking
6. Outside Consultants/Testing
7. R.O.W., Easements, Outside Permits, Assessments

IV. RESPONSIBILITY OF THE OWNER

At its own expense, the OWNER shall have the following responsibilities regarding the execution of the Contract by the ENGINEER.

A. PROJECT OFFICER

The OWNER shall name a Project Officer to act as the OWNER's representative with respect to the work performed under this Agreement. All correspondence with OWNER relating to PROJECT shall be directed to the Project Officer and the Project Officer shall be invited to all progress meetings and other meetings called during the PROJECT.

B. PROMPT RESPONSE

To prevent an unreasonable delay in the ENGINEER's work, the OWNER will examine all reports, drawings, specifications, and other documents and will provide authorizations in writing to the ENGINEER to proceed with work within a reasonable time period.

V. WORK SCHEDULE

The PROJECT, from design through construction completion, shall be performed by the ENGINEER in accordance with a schedule mutually developed by the OWNER and ENGINEER. Generally, the schedule for the PROJECT is described as follows:

A. (See attached preliminary schedule)

B. The ENGINEER shall not be responsible for delays in the schedule which are beyond the ENGINEER's control.

VI. COMPENSATION AND TERMS OF PAYMENT

The OWNER shall pay the ENGINEER in accordance with the terms and conditions of this Agreement.

A. ENGINEERING SERVICES

As set forth in Article III (B) the engineering fee shall be on the following basis:

SCOPE OF SERVICES	FEE BASIS
1. Definition of Problem scope of Project	Hourly not to exceed negotiated maximum.
2. Survey	Lump Sum
3. Design a. Preliminary b. Final	Lump Sum
4. Bid Phase	Lump Sum
5. Construction a. Observation b. Management c. Staking	Hourly not to exceed negotiated % of con- struction (average of two low bidders).
6. Outside Consultants/Testing	Billed as per invoice.
7. ROW, Easements, Outside permits, Assessment	Hourly

Actual project fees will be determined at a later date and approved by a supplemental agreement.

B. ADDITIONAL SERVICES

Additional Services shall be performed as requested in writing by the OWNER and shall be in accordance with the current fiscal year Snyder & Associates, Inc. Standard Fee Schedule in affect at the time of actual performance. All services quoted on a lump sum basis shall be valid for one year from the contract date.

VII. METHOD OF PAYMENT

- A. The ENGINEER shall submit billings for Basic, Construction and Additional Services to the OWNER on a thirty (30) day basis under separate cover and shall be paid by the OWNER within fourteen (14) days after approval by the City Council. The OWNER shall pay the ENGINEER a percentage of the total fee for each phase or a cost not to exceed the amount shown in accordance with the schedule shown below.
- B. Billings shall include sufficient documentation to explain the charges. All billing shall be accompanied by a Billings Information Report on a form provided to the ENGINEER by the OWNER.

VIII. TERMINATION OF AGREEMENT

The ENGINEER or OWNER may, after giving seven (7) days written notice to the other party, terminate this agreement and the ENGINEER shall be paid for services provided to the termination notice date, including reimbursable expenses due, plus termination expenses. Termination expenses are defined as reimbursable expenses directly attributed to the termination.

IX. CONFLICT OF INTEREST

No elected official or employee of the OWNER who exercises any responsibilities in review, approval, or carrying out of this Agreement shall participate in any decision relating to this Agreement which affects his or her direct or indirect personal or financial interest.

X. ASSIGNABILITY

The ENGINEER shall not assign any interest in this Agreement and shall not transfer any interest in the same without the prior written consent of the OWNER.

XI. TITLE TRANSFER

All drawings, specifications and other work products of the PROJECT are instruments of services for this PROJECT only and shall remain the property of the ENGINEER. The ENGINEER may deliver to the OWNER, at the OWNER's request, paper or electronic media copies of documents prepared in accordance with this Agreement. The OWNER may make hard copies or electronic copies of these documents for purposes supporting the intended use of the project. Any reuse or modification of the documents supplied by ENGINEER for purposes of the PROJECT, including electronic media will be at the recipient's risk and responsibility. Electronic media will be provided as is without warranty, and it shall be the OWNER'S responsibility to reconcile this electronic data with the paper plans, and that the paper plans shall be regarded as legal documents for this PROJECT.

XII. CONFIDENTIALITY

No reports, information, and/or data given to or prepared or assembled by the ENGINEER under this Agreement shall be made available to any individual or organization by the ENGINEER without prior written approval of the OWNER.

XIII. INDEMNIFICATION

The ENGINEER agrees to indemnify and save harmless the City, its officers, agents, and employees from and against any and all claims including reasonable attorneys' fees and defense costs arising out of the negligent acts, errors, or omissions of the ENGINEER, its officers, agents, and employees in the execution of the services specified in this Agreement.

In recognition of the relative risks and benefits of the project to both the City and ENGINEER, the risks have been allocated such that the City agrees, to the fullest extent permitted by law, to limit the liability of the ENGINEER and their sub-consultants to the OWNER and to all construction contractors and subcontractors on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of the ENGINEER and their sub-consultants to all those named shall not exceed \$2,000,000.00. Such claims and causes include negligence, professional errors or omissions, strict liability, breach of contract or warranty.

XIV. INSURANCE

The ENGINEER shall maintain insurance to protect the ENGINEER from claims under Workmen's Compensation Acts; claims due to personal injury or death of any employee or any other person; claims due to injury or destruction of property; and claims arising out of errors, omissions, or negligent acts for which the ENGINEER is legally liable. The amounts and extent of such insurance is as follows:

- | | |
|-----------------------------|--|
| 1. Professional Liability - | \$ 2,000,000 each claim; 2,000,000 aggregate |
| 2. Vehicle Coverage - | |
| Bodily Injury | \$ 1,000,000 combined single limit (each accident) |
| 3. Worker's Compensation - | \$ 100,000 each accident |
| 4. General Liability - | \$ 1,000,000 each occurrence and 2,000,000 aggregate |

XV. ARBITRATION

Any controversy or claim arising out of this Agreement may, if both parties agree, be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association.

The cost of the arbitration, if any, will be divided equally between the OWNER and the ENGINEER.

XVI. ENGINEER'S RESPONSIBILITY

The ENGINEER shall be responsible for the professional quality and technical accuracy of all services furnished by the ENGINEER under this Agreement, except for that work provided by OWNER. The ENGINEER shall, without additional compensation, correct or revise any error or deficiencies in his work. Approval of the OWNER of any such work shall not in any way relieve the ENGINEER of responsibility for the technical accuracy and adequacy of said services. The OWNER's review, approval or acceptance of, or payment for any of the services shall not be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

XVII. COMPLETENESS OF THE AGREEMENT

This document contains all terms and conditions of this Agreement and any alteration shall be invalid unless made in writing, signed by both parties and incorporated as an amendment to this Agreement. There are no understandings, representations, or agreements, written or oral, other than those incorporated herein.

XVIII. ENGINEER'S CERTIFICATION OF REPORT

The ENGINEER shall place his certification on the Contract Documents, all in conformity with Chapter 114, Code of Iowa.

XIX. COMPLIANCE & REGULATIONS

During the performance of the contract, the engineer, for itself, its assignees and successors in interest (hereinafter referred to as the "Engineer") agrees as follows:

1. Compliance with Regulations: The Engineer shall comply with the Regulations relative to nondiscrimination in federally-assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the "Regulations"), which are herein incorporated by referenced and made a part of this contract.
2. Nondiscrimination: The Engineer, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, national origin, sex, age, or disability in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The Engineer shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix "B" of the Regulations.
3. Solicitations for Subcontracts, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the Engineer for work to be performed under a subcontract, including procurement of materials or leases or equipment, each potential subcontractor or supplier shall be notified by the Engineer of the Engineer's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, national origin, sex, age, or disability.

4. Information and Reports: The Engineer shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the City of Council Bluffs, The Iowa Department of Transportation or Federal Highway Administration to be pertinent to ascertain compliance with such Regulations, order and instructions. Where any information required of an engineer is in the exclusive possession of another who fails or refuses to furnish this information, the Engineer shall so certify to the City of Council Bluffs, the Iowa Department of Transportation or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

5. Sanctions for Noncompliance: In the event of the Engineer's noncompliance with the nondiscrimination provisions of this contract, the City of Council Bluffs shall impose such contract sanctions as it, the Iowa Department of Transportation or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

- a. withholding of payments to the Engineer under the contract until the Engineer complies; and/or,
- b. cancellation, termination or suspension of the contract, in whole or in part.

6. Incorporation of Provisions: The Engineer shall include the provisions of Paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Engineer shall take such action with respect to any subcontract or procurement as the City of Council Bluffs, the Iowa Department of Transportation or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for non-compliance; provided, however, that, in the event an engineer becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Engineer may request the City of Council Bluffs or the Iowa Department of Transportation to enter into such litigation to protect the interest of the City of Council Bluffs or the Iowa Department of Transportation; and , in addition, the Engineer may request the United States to enter into such litigation to protect the interests of the United States.

IN WITNESS WHEREOF, the parties have signed this Agreement as of the day and the year first above written.


ATTEST:

Jodi Quakenbush, City Clerk

OWNER

By _____
Matthew J. Walsh, Mayor

ATTEST:



Andrea Yeoman

ENGINEER
SNYDER & ASSOCIATES, INC.

By 

Michael G. Geier, Regional Manager

Preliminary Schedule
City of Council Bluffs
S. 1st Street Neighborhood Rehabilitation – Phase 12
City Project Number PW 22-12
Process & Schedule

1. 11/17/20 Prepare “Agreement to Provide Services” (Council Approval 12/14/20)
5 days after council approval
2. TBD Meet with staff to discuss project scope
10 days
3. TBD Submit “Project Scoping” proposal (Hourly NTE)
5 days after approval of scoping proposal
4. TBD Submit “Project Scope & Estimate of Construction Costs”
5 days after approval of scope & costs
5. TBD Submit “Proposal for Services & Fees”
6. TBD 35% Concept Preliminary Design
7. TBD 60% Progress Submittal
8. TBD 95-98% Plans – Set Public Hearing.
9. TBD 100% Plans – Hold Public Hearing
10. TBD Letting
11. TBD Award

SNYDER & ASSOCIATES, INC.
2020-21
STANDARD FEE SCHEDULE

Billing Classification/Level	Billing Rate	
Professional		
<i>Engineer, Landscape Architect, Land Surveyor, Legal, GIS, Environmental Scientist Project Manager, Planner, Right-of-Way Agent, Graphic Designer</i>		
Principal II	\$214.00	/hour
Principal I	\$203.00	/hour
Senior	\$182.00	/hour
VIII	\$169.00	/hour
VII	\$160.00	/hour
VI	\$152.00	/hour
V	\$142.00	/hour
IV	\$132.00	/hour
III	\$120.00	/hour
II	\$109.00	/hour
I	\$96.00	/hour
Technical		
<i>Technicians--CADD, Survey, Construction Observation</i>		
Lead	\$129.00	/hour
Senior	\$123.00	/hour
VIII	\$115.00	/hour
VII	\$106.00	/hour
VI	\$95.00	/hour
V	\$85.00	/hour
IV	\$78.00	/hour
III	\$66.00	/hour
II	\$58.00	/hour
I	\$50.00	/hour
Administrative		
II	\$66.00	/hour
I	\$54.00	/hour
Reimbursables		
Mileage	<i>current IRS standard rate</i>	
Outside Services	<i>As Invoiced</i>	

**RESOLUTION
NO 20-295**

**RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK
TO EXECUTE AN AGREEMENT WITH
SNYDER & ASSOCIATES, INC. FOR ENGINEERING SERVICES
IN CONNECTION WITH THE
SOUTH 1ST STREET NEIGHBORHOOD REHAB, PHASE XII
PROJECT #PW22-12**

WHEREAS, the city wishes to make improvements known as the South 1st Street Neighborhood Rehab, Phase XII within the City, as therein described; and

WHEREAS, Snyder & Associates, Inc. has submitted an agreement to provide engineering services for the work necessary for said improvements; and

WHEREAS, the city council deems approval of said agreement to be in the best interest of the City of Council Bluffs.

NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA

That the Mayor and City Clerk are hereby authorized and directed to execute an agreement with Snyder & Associates, Inc. for engineering services relative to the South 1st Street Neighborhood Rehab, Phase XII project.

AND BE IT FURTHER RESOLVED

That the aforementioned project is encompassed by the language of the 1989 Local Option Sales Tax Ballot and as such this is an appropriate expenditure of the Local Option Sales Tax Revenues.

ADOPTED
AND
APPROVED

December 14, 2020

Matthew J. Walsh, Mayor

ATTEST:

Jodi Quakenbush, City Clerk

Council Communication

Department: Public Works Admin
Case/Project No.: PW21-20
Submitted by: Matthew Cox, Public Works
Director

Resolution 20-296
ITEM 6.E.

Council Action: 12/14/2020

Description
Resolution authorizing the use of eminent domain in connection with West Broadway Reconstruction, Segment 5. Project #PW21-20

Background/Discussion
West Broadway is major arterial street and critical to the City’s roadway network. It serves as a significant commercial corridor and commuter route and its reconstruction is an essential part of the economic redevelopment plan for the west end of Council Bluffs. There is also a strong community desire to enhance the aesthetics of the corridor and to create a connection between the River’s Edge development and downtown Council Bluffs.
Segment 5 of the reconstruction project will completely rebuild West Broadway from just west of 19th Street to just east of 15th Street. Reconstruction will include the replacement of pavement, traffic signals, street lights, sidewalks, and storm sewers with drainage improvements as a major objective. The project also includes streetscape amenities such as decorative pedestrian lights, brick paver bands behind the curbs and at intersections, ornamental fencing, ornamental arms for street lights, concrete pavers in crosswalks, and decorative paving in the center turn lane and at key intersections, raised planted median east of 16th Street, neighborhood masonry columns, and trees.
In order to construct the improvements, additional right-of-way is required at all of the intersection corners. Acquisitions are incomplete at the following locations.
Parcel #9 – McDonalds Corporation property - 1607 West Broadway - owned by McDonalds Corp. In order to properly construct the ADA ramps and sidewalks, and the traffic signal pole, an acquisition of 1,065.0 square feet (0.0244 acre) is necessary.
Parcel #10 – Burger King property - 1529 West Broadway - owned by Stephen and Karla Riso. In order to properly construct the ADA ramps and sidewalks, and the traffic signal pole, an acquisition of 1036.3 square feet (0.0238 acre) is necessary.
Parcel #11 – Bucky’s property – 7 North 16th Street - owned by Bucks Incorporated. In order to properly construct the ADA ramps and sidewalks, and the traffic signal pole, an acquisition of 479.2 square feet (0.0110 acre) is necessary.
Parcel #5A – Broadway Plaza property - 1702 West Broadway – (west end of block) owned by Broadway Plaza LLC. In order to properly construct the ADA ramps and sidewalks, an acquisition of 274.1 square feet (0.0063 acre) is necessary.
Parcel #5B – Broadway Plaza property - 1702 West Broadway – (east end of block) owned by Broadway Plaza LLC. In order to properly construct the ADA ramps, sidewalks, an acquisition of 42.2 square feet (0.0010 acre) is necessary.
The size of the acquisitions are small with minimal impacts to the existing properties as shown on the attached exhibits.
The owners were first contacted between August 13th and September 2nd regarding the acquisitions. The owners and representatives of the City have had discussions regarding the scope of the acquisitions, but to date, the efforts have been unsuccessful. The property owners have not yet accepted the City’s proposed plan for the respective properties. In order to complete the acquisitions and avoid delays to the project, eminent domain proceedings are necessary.
Discussions will continue with the owners to work towards a resolution in advance of a condemnation hearing.

Recommendation
Approval of this resolution authorizing the use of eminent domain to avoid delays to the project.

ATTACHMENTS:

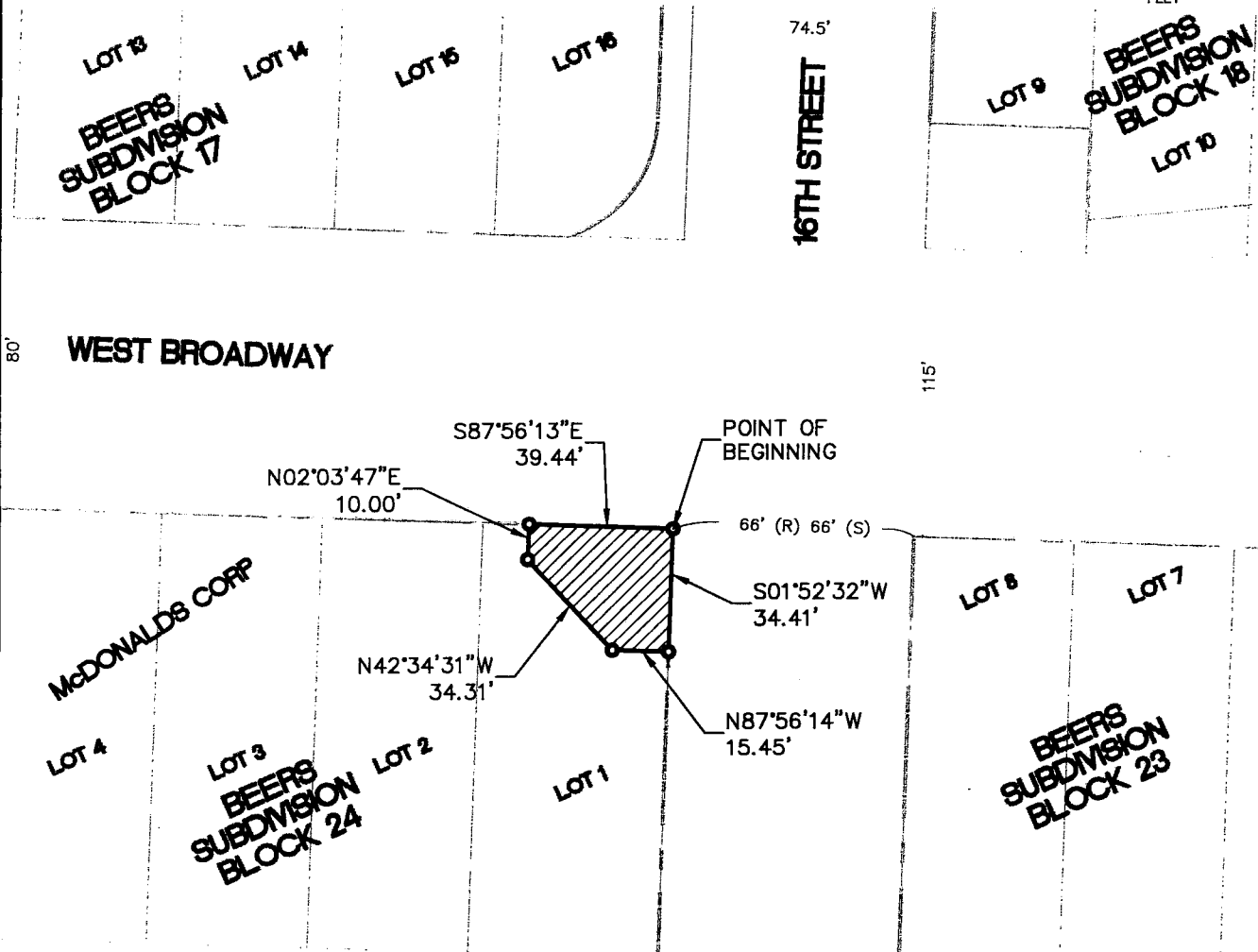
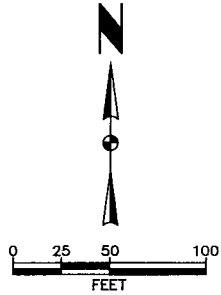
Description	Type	Upload Date
Acquisition Plats	Other	12/3/2020
Resolution 20-296	Resolution	12/8/2020

EXHIBIT "A" ACQUISITION PLAT

ACQUIRED FROM McDONALDS CORP

LEGEND

- SET 5/8"x18" REBAR
w/YELLOW PLASTIC CAP
MARKED "HGM ASSOC.
PLS 25604"
- (S) SURVEYED
- (R) RECORDED



LEGAL DESCRIPTION - LAND ACQUISITION

A PARCEL OF LAND BEING A PORTION OF LOT 1, BLOCK 24, BEERS SUBDIVISION, CITY OF COUNCIL BLUFFS, POTTAWATTAMIE COUNTY, IOWA, BEING MORE FULLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 1;
 THENCE ON THE EAST LINE OF SAID LOT 1, SOUTH 01 DEGREE 52 MINUTES 32 SECONDS WEST, 34.41 FEET;
 THENCE NORTH 87 DEGREES 56 MINUTES 14 SECONDS WEST, 15.45 FEET;
 THENCE NORTH 42 DEGREES 34 MINUTES 31 SECONDS WEST, 34.31 FEET;
 THENCE NORTH 02 DEGREES 03 MINUTES 47 SECONDS EAST, 10.00 FEET TO A POINT ON THE NORTH LINE OF SAID LOT 1;
 THENCE ON SAID NORTH LINE, SOUTH 87 DEGREES 56 MINUTES 13 SECONDS EAST, 39.44 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS AN AREA OF 1,065.0 s.f. (0.0244 ACRE), MORE OR LESS.

	I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.	
	DAVID E. FORSYTHE	MAY 28, 2020 DATE
	LICENSE NUMBER <u>25604</u>	
	MY LICENSE RENEWAL DATE IS DECEMBER 31, <u>2020</u>	
	PAGES OR SHEETS COVERED BY THIS SEAL: SHEET 1 OF 1	

POTTAWATTAMIE COUNTY

PROJECT NO. 151315D

DATE DRAWN 5-28-20 DRAWN BY JNS

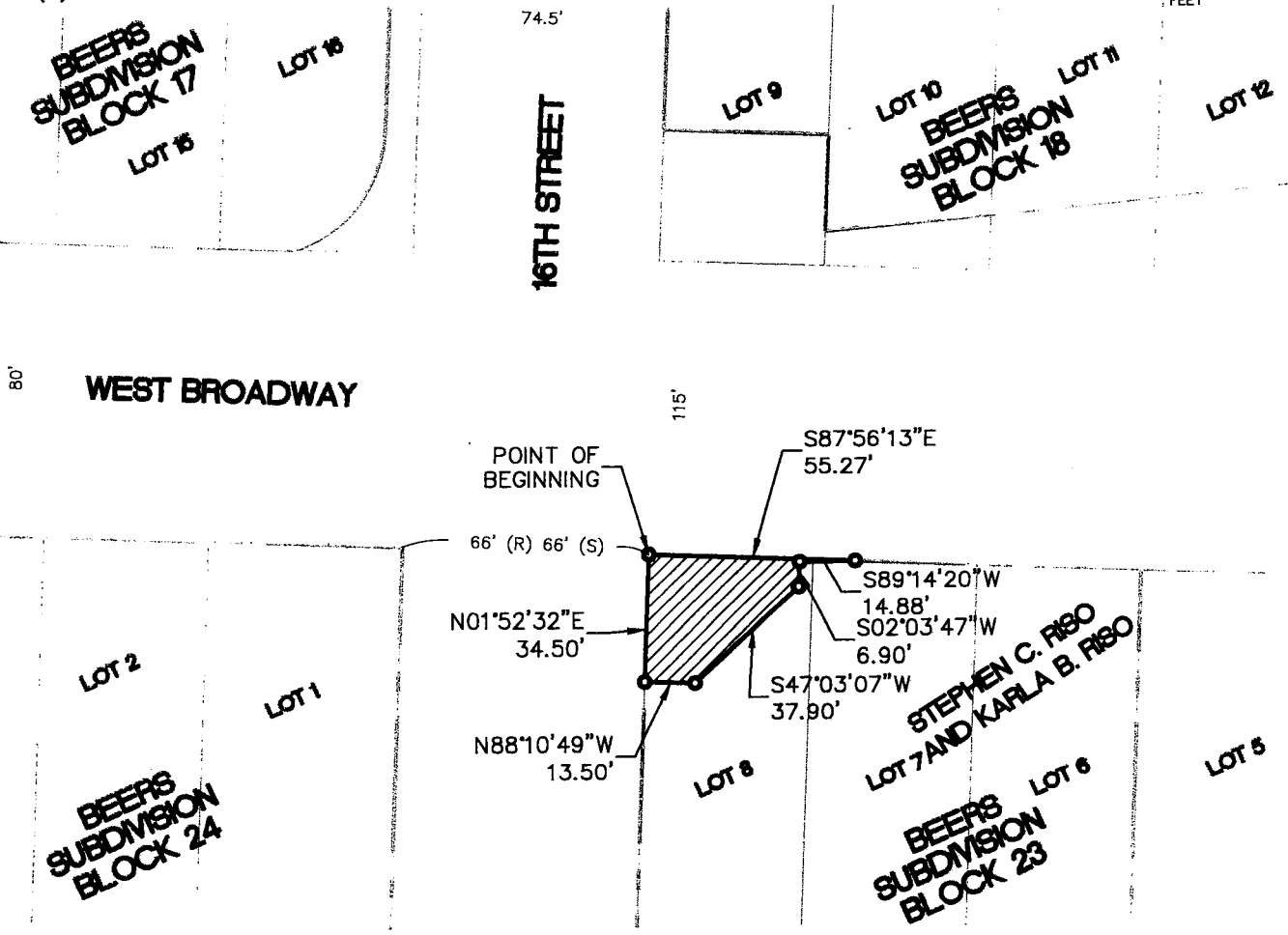
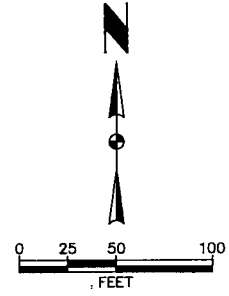
CONTRACT DATED _____
 BEERS SUBDIVISION _____
 TEMPORARY EASEMENT 0 s.f.
 LAND ACQUISITION 1,065.0 s.f.
 BEERS SUBDIVISION BLOCK 24
 LOT(S) 1

EXHIBIT "A" ACQUISITION PLAT

ACQUIRED FROM **STEPHEN C. RISO AND KARLA B. RISO**

LEGEND

- SET 5/8"x18" REBAR
w/YELLOW PLASTIC CAP
MARKED "HGM ASSOC.
PLS 25604"
- (S) SURVEYED
- (R) RECORDED



LEGAL DESCRIPTION — LAND ACQUISITION

A PARCEL OF LAND BEING A PORTION OF LOT 7 AND 8, BLOCK 23, BEERS SUBDIVISION, CITY OF COUNCIL BLUFFS, POTTAWATTAMIE COUNTY, IOWA, BEING MORE FULLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 8, SAID CORNER BEING ON THE SOUTH RIGHT-OF-WAY LINE OF WEST BROADWAY;

THENCE ON SAID SOUTH RIGHT-OF-WAY LINE, SOUTH 87 DEGREES 56 MINUTES 13 SECONDS EAST, 55.27 FEET;

THENCE SOUTH 89 DEGREES 14 MINUTES 20 SECONDS WEST, 14.88 FEET;

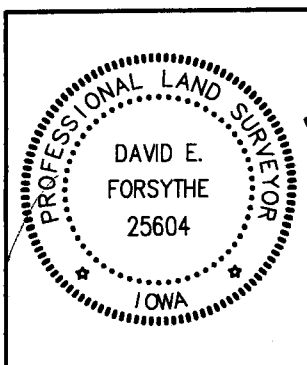
THENCE SOUTH 02 DEGREES 03 MINUTES 47 SECONDS WEST, 6.90 FEET;

THENCE SOUTH 47 DEGREES 03 MINUTES 07 SECONDS WEST, 37.90 FEET;

THENCE NORTH 88 DEGREES 10 MINUTES 49 SECONDS WEST, 13.50 FEET TO A POINT ON THE WEST LINE OF SAID LOT 8;

THENCE ON SAID WEST LINE, NORTH 01 DEGREE 52 MINUTES 32 SECONDS EAST, 34.50 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS AN AREA OF 1,036.3 s.f. (0.0238 ACRE), MORE OR LESS.



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

David E. Forsythe
DAVID E. FORSYTHE _____ DATE
MAY 20, 2020

LICENSE NUMBER 25604
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2020

PAGES OR SHEETS COVERED BY THIS SEAL:
SHEET 1 OF 1

CONTRACT DATED _____
CONSIDERATION \$ _____
BEERS SUBDIVISION _____
SUBDIVISION _____
BLOCK(S) 7, 8 23
LAND ACQUISITION 1,036.3 s.f.
TEMPORARY EASEMENT 0 s.f.
ACQUIRED BY _____

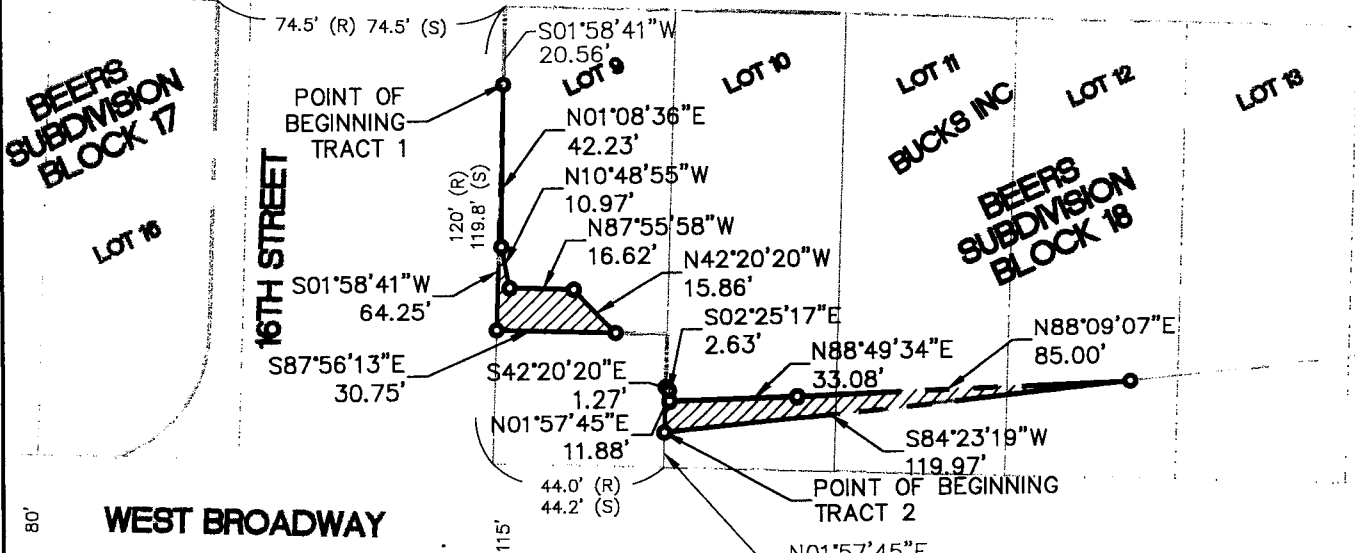
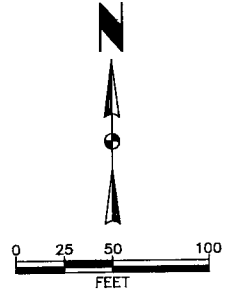
EXHIBIT "A" ACQUISITION PLAT

ACQUIRED FROM
LEGEND

BUCKS INC

- SET 5/8"x18" REBAR
w/YELLOW PLASTIC CAP
MARKED "HGM ASSOC.
PLS 25604"

- (S) SURVEYED
- (R) RECORDED



LEGAL DESCRIPTION TRACT 1 - LAND ACQUISITION

A PARCEL OF LAND BEING A PORTION OF LOT 9, BLOCK 18, BEERS SUBDIVISION, CITY OF COUNCIL BLUFFS, POTTAWATTAMIE COUNTY, IOWA, BEING MORE FULLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 9;
 THENCE ON THE WEST LINE OF SAID LOT 9, SOUTH 01 DEGREE 58 MINUTES 41 SECONDS WEST, 20.56 FEET TO THE POINT OF BEGINNING;
 THENCE CONTINUING ON SAID WEST LINE, SOUTH 01 DEGREE 58 MINUTES 41 SECONDS WEST, 64.25 FEET;
 THENCE SOUTH 87 DEGREES 56 MINUTES 13 SECONDS EAST, 30.75 FEET;
 THENCE NORTH 42 DEGREES 20 MINUTES 20 SECONDS WEST, 15.86 FEET;
 THENCE NORTH 87 DEGREES 55 MINUTES 58 SECONDS WEST, 16.62 FEET;
 THENCE NORTH 10 DEGREES 48 MINUTES 55 SECONDS WEST, 10.97 FEET;
 THENCE NORTH 01 DEGREE 08 MINUTES 36 SECONDS EAST, 42.23 FEET TO THE POINT OF BEGINNING.

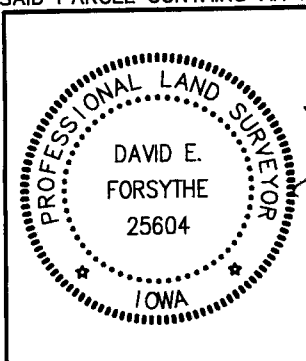
SAID PARCEL CONTAINS AN AREA OF 318.2 s.f. (0.0073 ACRE), MORE OR LESS.

LEGAL DESCRIPTION TRACT 2 - LAND ACQUISITION

A PARCEL OF LAND BEING A PORTION OF LOTS 10, 11 AND 12, BLOCK 18, BEERS SUBDIVISION, CITY OF COUNCIL BLUFFS, POTTAWATTAMIE COUNTY, IOWA, BEING MORE FULLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 10;
 THENCE ON THE WEST LINE OF SAID LOT 10, NORTH 01 DEGREE 57 MINUTES 45 SECONDS EAST, 9.42 FEET TO THE POINT OF BEGINNING;
 THENCE CONTINUING ON SAID WEST LINE, NORTH 01 DEGREE 57 MINUTES 45 SECONDS EAST, 11.88 FEET;
 THENCE SOUTH 42 DEGREES 20 MINUTES 20 SECONDS EAST, 1.27 FEET;
 THENCE SOUTH 02 DEGREES 25 MINUTES 17 SECONDS EAST 2.63 FEET;
 THENCE NORTH 88 DEGREES 49 MINUTES 34 SECONDS EAST, 33.08 FEET;
 THENCE NORTH 88 DEGREES 09 MINUTES 07 SECONDS EAST, 85.00 FEET TO A POINT ON THE NORTH LINE OF A PARCEL OF LAND DESCRIBED IN A QUIT CLAIM DEED TO THE STATE OF IOWA RECORDED IN BOOK 94, PAGE 36068 IN THE POTTAWATTAMIE COUNTY RECORDER'S OFFICE;
 THENCE ON SAID NORTH LINE, SOUTH 84 DEGREES 23 MINUTES 19 SECONDS WEST, 119.97 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS AN AREA OF 479.2 s.f. (0.0110 ACRE), MORE OR LESS.



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

David E. Forsythe
 DAVID E. FORSYTHE
 LICENSE NUMBER 25604
 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2020
 PAGES OR SHEETS COVERED BY THIS SEAL:
 SHEET 1 OF 1

MAY 28, 2020
 DATE

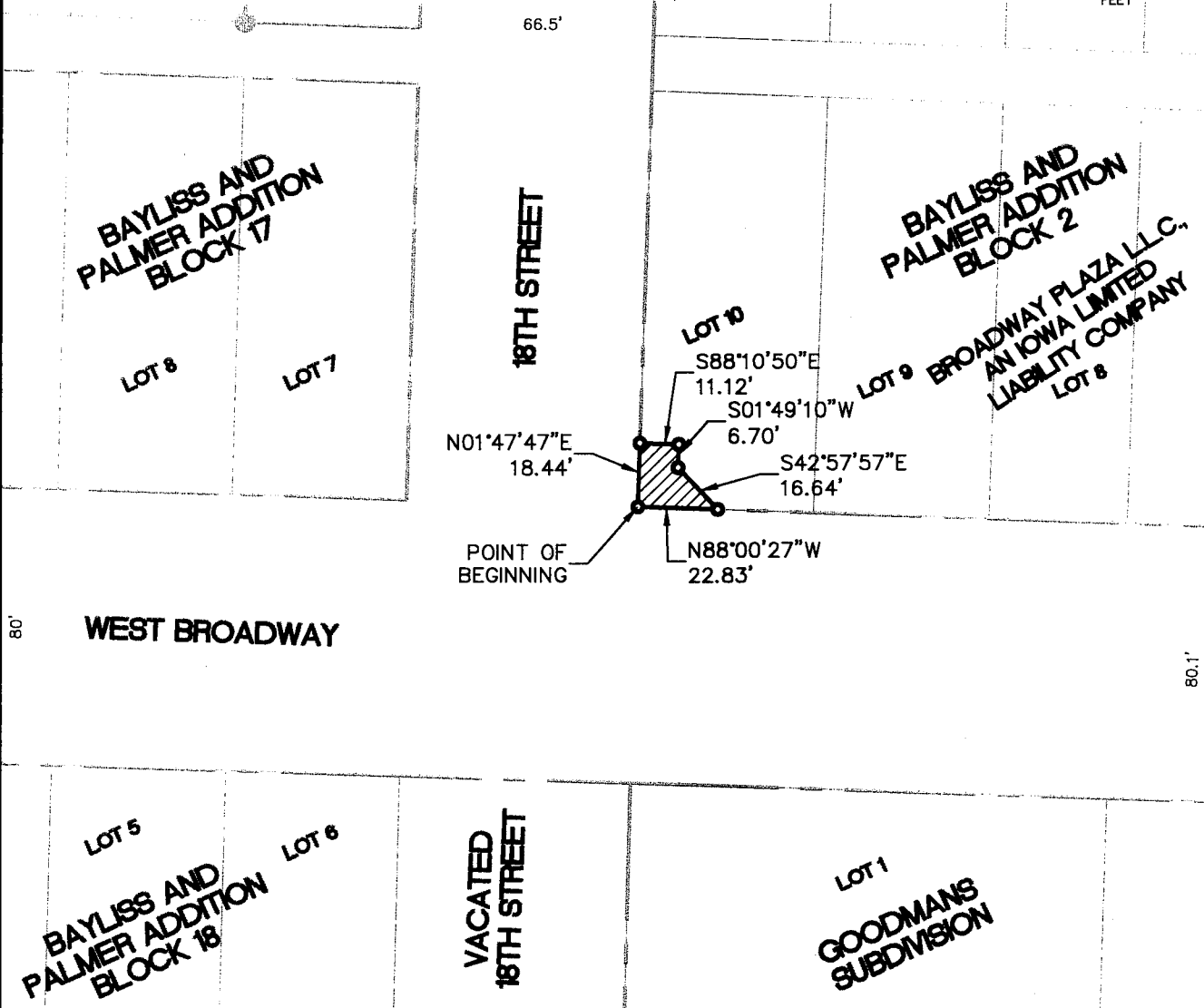
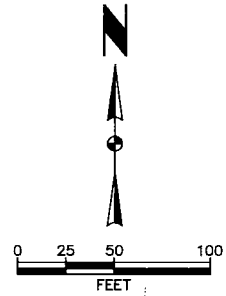
CONTRACT DATED _____
 CONSIDERATION \$ _____
 BEERS SUBDIVISION _____
 SUBDIVISION 18
 BLOCK(S) 9,10,11,12
 PERMANENT EASEMENT 0 s.f.
 LAND ACQUISITION 797.4 s.f.

EXHIBIT "A" ACQUISITION PLAT

ACQUIRED FROM **BROADWAY PLAZA L.L.C., AN IOWA LIMITED LIABILITY COMPANY**

LEGEND

- SET 5/8"x18" REBAR w/YELLOW PLASTIC CAP MARKED "HGM ASSOC. PLS 25604"
- (S) SURVEYED
- (R) RECORDED



CONTRACT DATED

BAYLISS AND PALMER ADDITION CONSIDERATION \$

SUBDIVISION

2

BLOCK(S) 10

LOT(S)

TEMPORARY EASEMENT 0 s.f. ACQUIRED BY

274.1 s.f.

LAND ACQUISITION

LEGAL DESCRIPTION — LAND ACQUISITION

A PARCEL OF LAND BEING A PORTION OF LOT 10, BLOCK 2, BAYLISS AND PALMER ADDITION, CITY OF COUNCIL BLUFFS, POTTAWATTAMIE COUNTY, IOWA, BEING MORE FULLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 10;
 THENCE ON THE WEST LINE OF SAID LOT 10, NORTH 01 DEGREE 47 MINUTES 47 SECONDS EAST, 18.44 FEET;
 THENCE SOUTH 88 DEGREES 10 MINUTES 50 SECONDS EAST, 11.12 FEET;
 THENCE SOUTH 01 DEGREE 49 MINUTES 10 SECONDS WEST, 6.70 FEET;
 THENCE SOUTH 42 DEGREES 57 MINUTES 57 SECONDS EAST, 16.64 FEET TO A POINT ON THE SOUTH LINE OF SAID LOT 10;
 THENCE ON SAID SOUTH LINE, NORTH 88 DEGREES 00 MINUTES 27 SECONDS WEST, 22.83 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS AN AREA OF 274.1 s.f. (0.0063 ACRE), MORE OR LESS.

	I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.	
		MAY 20, 2020 DATE
	DAVID E. FORSYTHE	
	LICENSE NUMBER 25604	
	MY LICENSE RENEWAL DATE IS DECEMBER 31, 2020	
PAGES OR SHEETS COVERED BY THIS SEAL: SHEET 1 OF 1		

POTTAWATTAMIE COUNTY

PROJECT NO. 151315D

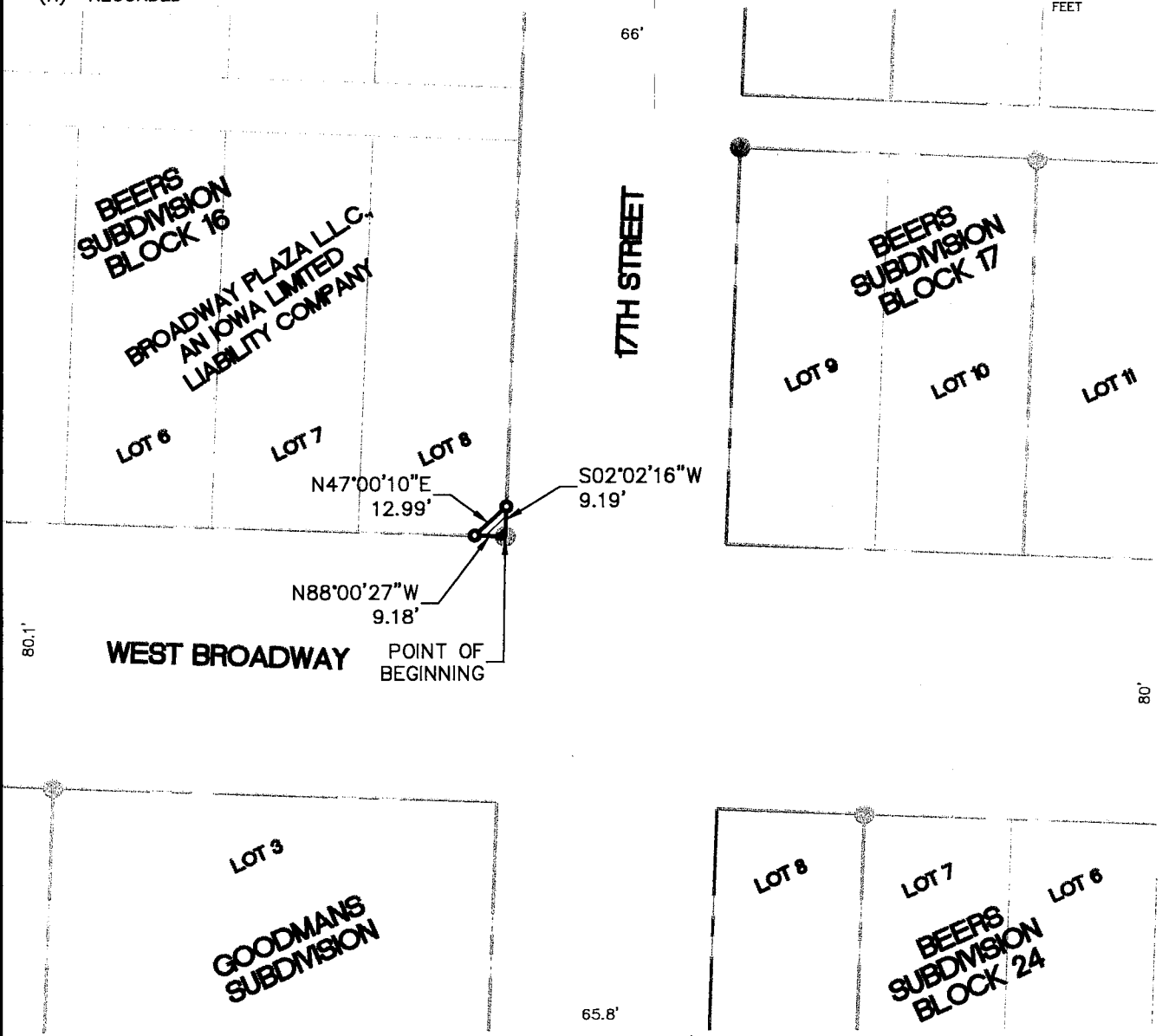
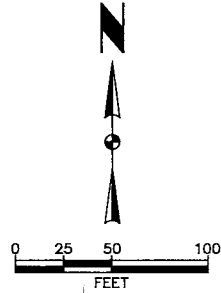
DATE DRAWN 5-19-20 DRAWN BY JNS

ACQUISITION PLAT

ACQUIRED FROM **BROADWAY PLAZA L.L.C., AN IOWA LIMITED LIABILITY COMPANY**

LEGEND

- SET 5/8"x18" REBAR w/YELLOW PLASTIC CAP MARKED "HGM ASSOC. PLS 25604"
- (S) SURVEYED
- (R) RECORDED



CONTRACT DATED _____
 CONSIDERATION \$ _____
 BEERS SUBDIVISION _____
 TEMPORARY EASEMENT 0 s.f.
 SUBDIVISION 16
 LAND ACQUISITION 42.2 s.f.
 LOT(S) 8 BLOCK(S) 8

LEGAL DESCRIPTION - LAND ACQUISITION

A PARCEL OF LAND BEING A PORTION OF LOT 8, BLOCK 16, BEERS SUBDIVISION, CITY OF COUNCIL BLUFFS, POTTAWATTAMIE COUNTY, IOWA, BEING MORE FULLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT 8;
 THENCE ON THE SOUTH LINE OF SAID LOT 8, NORTH 88 DEGREES 00 MINUTES 27 SECONDS WEST, 9.18 FEET;
 THENCE NORTH 47 DEGREES 00 MINUTES 10 SECONDS EAST, 12.99 FEET TO A POINT ON THE EAST LINE OF SAID LOT 8;
 THENCE ON SAID EAST LINE, SOUTH 02 DEGREES 02 MINUTES 16 SECONDS WEST, 9.19 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS AN AREA OF 42.2 s.f. (0.0010 ACRE), MORE OR LESS.

	I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.
	DAVID E. FORSYTHE DATE <u>MAY 20, 2020</u>
	LICENSE NUMBER <u>25604</u>
	MY LICENSE RENEWAL DATE IS DECEMBER 31, <u>2020</u>
PAGES OR SHEETS COVERED BY THIS SEAL: SHEET 1 OF 1	

RESOLUTION
NO 20-296

**RESOLUTION DECLARING THE CITY’S INTENT TO ACQUIRE
CERTAIN PROPERTIES LOCATED ALONG WEST BROADWAY,
AND GENERALLY IDENTIFIED HEREIN,
BY THE USE OF EMINENT DOMAIN IN CONNECTION WITH
WEST BROADWAY RECONSTRUCTION, SEGMENT 5
PROJECT #PW21-20**

WHEREAS, it is in the best interest of the public for the City to acquire certain properties for the West Broadway Reconstruction, Segment 5; and

WHEREAS, these properties are listed below:

Parcel #9 Address: 1607 West Broadway
Owner: McDonalds Corp.
Land Acquisition: 1,065.0 Square Feet (0.0244 Acre)

Parcel #10 Address: 1529 West Broadway
Owner: Stephen and Karla Riso - Burger King
Land Acquisition: 1036.3 Square Feet (0.0238 Acre)

Parcel #11 Address: 7 North 16th Street
Owner: Bucks Inc. – Bucky’s
Land Acquisition: 479.2 Square Feet (0.0110 Acre)

Parcels #5A & 5B Address: 1702 West Broadway
Owner: Broadway Plaza LLC
Land Acquisition: 274.1 Square Feet (0.0063 Acre) – Parcel 5A
42.2 Square Feet (0.0010 Acre) – Parcel 5B

NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA

That the use of eminent domain is hereby approved for the acquisition of said properties hereinabove described for the West Broadway Reconstruction, Segment 5 project.

ADOPTED
AND
APPROVED

December 14, 2020

Matthew J. Walsh, Mayor

ATTEST:

Jodi Quakenbush, City Clerk

Council Communication

Department: Parks and Recreation
Case/Project No.: Park and Recreation
Department Schedule of Fees
Submitted by: Vincent M Martorello

Resolution 20-297
ITEM 6.F.

Council Action: 12/14/2020

Description
Resolution amended Chapter 2.08 "Schedule of Fees" of the Municipal Code of the City of Council Bluffs, by amended the Council Bluffs Parks and Recreation Fees.

Background/Discussion
The current fee schedule has not been updated in several years and is outdate. We are proposing updates to portions of the Schedule of Fees for the Parks and Recreation Department. This update is to remove fees no longer charged, streamline fee structure, and to remove several inconsistencies within the fee structure.

Recommendation
Approval of the Parks and Recreation Schedule of Fees to go into effective January 1, 2021.

ATTACHMENTS:

Description	Type	Upload Date
Memo to Council	Other	12/4/2020
Resolution 20-297	Resolution	12/8/2020



Memo

To: Council Bluffs City Council
From: Vincent Martorello, Director Parks and Recreation, and Kelsey Bocken, Recreation & Events Manager
Date: December 14, 2020
Re: Parks and Recreation Schedule of Fees

This memo is being sent so you have a broader context to updating the Schedule of Fees.

Background

The current fee schedule has not been updated in several years and is outdate. We are proposing updates to portions of the Schedule of Fees for the Parks and Recreation Department. This update is to remove fees no longer charged, streamline fee structure, and to remove several inconsistency within the fee structure.

Here is a current listing of our fees. You will see the current schedule, a proposed updates with a comment as to the reasoning for the change. Those without a listed proposed fee are to remain unchanged until we determine a need for a different fee. Any newly approved fees will go into effect on January 1, 2021.

Parks and Recreation fees and charges.

Outdoor Water Park Fees (All fees include tax)			Rather than having a duplicative Schedule of Fees for each water park, the fees have been consolidated to a Water Park Fee.
Pirate Cove Water Park			
Admission without slide	4.00		We are removing the distinction between admissions for the use of a slide vs. no use of slide.
Admission with slide	5.00		
10 Swim Punch Card (slide)	40.00		
10 Swim Punch Card (w/o slide)	30.00		We are removing the distinction between admissions for the use of a slide vs. no use of slide.
Individual Season Pass	75.00		
Family Season Pass (five or less)	200.00		
Additional family member	75.00		
Family night-per person	2.00		
Swim Lessons:	25.00		
Pool Rental (up to 30 people)	200.00		
Katelman Water Park			
Admission	4.00		
10 Swim Punch Card	30.00		

Individual Season Pass	75.00		
Season Pass (five or less)–	200.00–		
Additional family member–	75.00–		
Family night–per person–	2.00–		
Swim lessons–	25.00–		
Pool Rental (up to 30 people)	175.00		
Adult Softball (Team Fee)			The proposed fees are the current fees that have been in effect for several years, seemingly without Council approval.
Single game league	325.00/team	350.00/team Summer Single-game league	
Double header league	200.00/team	450.00/team Summer Double-header league	
		250.00/team Fall Double- header league	
Instructional Youth Baseball and Softball Youth Sports (Individual Fee)		40.00	We are collapsing the fees structure to be a general Youth Sports Fee.
Tee Ball, Co-Ed, and Girls Infield Machine Pitch–	35.00– (30.00 if they have shirts from previous sport)–		

Fast Pitch and Baseball				
Junior fast pitch—		35.00/player—		
Senior fast pitch—		35.00/player—		
10 and under—		35.00/player—		
12 and under—		35.00/player—		
14 and under—		35.00/player—		
Practice Permits				
For parks and recreation league teams, fees are:—				We are proposing no fee discrepancies between those in our leagues and those not in our leagues, as well as adult and youth use.
Youth Baseball/Softball Fields		5.00	5.00/hr	To mitigate confusion, we are proposing to distinguish the fee as an hourly fee.
Soccer and Football Fields				We are proposing Soccer and Football Field Practice Permits have the same fees.
1/2 soccer field		5.00—		We are proposing the rental of an entire soccer/football field only, to remove the rental of ½ a field.
Entire soccer/football field		8.00	10.00/hr	We propose the increase to have the fee consistent with the typical fee denomination and to aid in cost recovery.
Youth Tennis Lessons (8 lessons) —Spring and Summer	Individual Player	Multiple Player (per player and/or session)		We are proposing a simplified Tennis Fee structure to include the same price per individual per each session.
1 session (4 weeks)—	44.00—	45.00/child	45.00	

2 sessions (8 weeks)	80.00	70.00/child/session		
Fall session (4 weeks)	20.00			
Youth Tennis Lessons – Fall	25.00			

Bayliss Park				
Park (nonperformance area) with or without electricity 1 Quadrant of Bayliss Park	50.00/2 hours	50/hr	We are proposing each quadrant of Bayliss Park has the same fee.	
Performance area	100.00/2 hours		There is not a significant difference in cost to us for rental of the performance area vs. non-performance area.	
Performance area with sound system	150.00/2 hours		We no longer provide a sound system for rentals	
Refundable deposit for performance area rental (includes microphone & stand)	100.00			

Tom Hanafan River's Edge Park				No proposed changes at this time.
	2 Hr. Rate	½ Day Rate	All Day Rate	
Great Lawn	50.00	200.00	300.00	
Entire Park	300.00	1,200.00	2,000.00	
Beachfront	100.00	400.00	700.00	
Amphitheater	150.00	600.00	1,000.00	
Pavilion – Weekday (Monday through Thursday)				
Interior space and deck			50.00	

Roof top Deck	30.00		
Entire Facility	75.00		
Pavilion – Weekend (Friday through Sunday)			
Interior space and deck	75.00		
Roof top Deck	30.00		
Entire Facility	75.00		
Other Fees (Direct, in park costs to be charged)			
City Stage	200.00 plus staff time		We no longer rent the City Stage (Showmobile) due to the significant amount of repair needed.
Additional Portable Restrooms	Direct contractor cost based on number and length of use		We no longer secure portable bathrooms for non-city events.
Fencing for Small Beer Garden	400.00		We no longer secure portable bathrooms for non-city events.
Fencing for Large Beer Garden	1,000.00		We no longer secure fencing for non-city events.
Additional Fencing	1.25 per foot installed and removed		We no longer secure fencing for non-city events.
City Labor any service requiring additional labor will be charges out at current City labor costs.	Hourly cost assessed for non-park staff		TBD
Electrical Power	200 if electrical distribution unit(s) are required		We are no longer electrical equipment for non-city events.
Other Fees	Depending upon use		

The *Use Policy for Tom Hanafan River's Edge Park* outlines the rental policies and specific allocation of the above park fees.

RESOLUTION NO. 20-297

A RESOLUTION AMENDING CHAPTER 2.08 “SCHEDULE OF FEES” OF THE MUNICIPAL CODE OF THE CITY OF COUNCIL BLUFFS, IOWA, AMENDING THE COUNCIL BLUFFS PARKS AND RECREATION FEES

WHEREAS, the fees related to the Council Bluffs Parks and Recreation Department have not been updated in many years, therefore the following fees are being amended and simplified; and

WHEREAS, based on a review of the fees, fees are also being amended as noted below; and are to go into effect on January 1, 2021.

Description	<u>Current Fee</u>	<u>New Fee</u>
Outdoor Water Park Fees (All fees include tax)		
Admission	5.00	5.00
10 Swim Punch Card	40.00	40.00
Individual Season Pass	75.00	75.00
Family Season Pass (five or less)	200.00	200.00
Additional family member	75.00	75.00
Family night-per person	2.00	2.00
Swim Lessons:	25.00	25.00
Pool Rental (up to 30 people)	200.00	200.00
Adult Softball (Team Fee)		
Single game league	325.00/team	350.00/team Summer Single-game league
Double header league	200.00/team	450.00/team Summer Double- header league
		250.00/team Fall Double- header league
Youth Sports (Individual Fee)		40.00
Practice Permits		
Baseball/Softball Fields	5.00	5.00/hr

Soccer and Football Fields			
Entire soccer/football field		8.00	10.00/hr
Youth Tennis Lessons (8 lessons)	Individual Player		45.00

Bayliss Park			
1 Quadrant of Bayliss Park		50.00	50.00/hr

Tom Hanafan River's Edge Park			
	2 Hr. Rate	½ Day Rate	All Day Rate
Great Lawn	50.00	200.00	300.00
Entire Park	300.00	1,200.00	2,000.00
Beachfront	100.00	400.00	700.00
Amphitheater	150.00	600.00	1,000.00
Pavilion – Weekday (Monday through Thursday)			
Interior space and deck			50.00
Roof top Deck			30.00
Entire Facility			75.00
Pavilion – Weekend (Friday through Sunday)			
Interior space and deck			75.00
Roof top Deck			30.00
Entire Facility			75.00
Other Fees (Direct, in park costs to be charged)			
City Labor any service requiring additional labor will be charges out at current City labor costs.		Hourly cost assessed for non-park staff	

WHEREAS, it would be in the best interest of the City to amend Chapter 2.08 “Schedule of Fees”.

**NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA**

That the Parks and Recreation fees are hereby amended and added to the official Schedule of Fees for the City of Council Bluffs, to go into effect on January 1, 2021.

ADOPTED
AND
APPROVED

December 14, 2020

MATTHEW J. WALSH

Mayor

Attest:

JODI QUAKENBUSH

City Clerk

Council Communication

Department: Community Development
Case/Project No.:
Submitted by: Dessie Redmond and Courtney
Harter, Housing & Economic Development

Resolution 20-298
ITEM 6.G.

Council Action: 12/14/2020

Description
Resolution authorizing the Mayor to accept and execute a contract with Impact 7G for consultant services for the U.S. Environmental Protection Agency Brownfields Hazardous Substance Assessment Grant for the South Expressway corridor area.

Background/Discussion
See attached staff report.

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
Staff Report	Other	12/4/2020
Attachment A - Proposals for the RFP	Other	12/4/2020
Attachment B - Map of the Target Area	Map	12/4/2020
Resolution 20-298	Resolution	12/8/2020

Council Communication
December 14, 2020 City Council Meeting

Department: Community Development	Ordinance No.: N/A Resolution No.: 20 -	First Reading: N/A Second Reading: N/A Third Reading: N/A Public Hearing: N/A
Case/Project No.: N/A		
Subject/Title		
Accept and Execute Consultant Contract to carryout the 2020 EPA Brownfields Hazardous Substance Assessment Grant		
Location		
South Expressway Corridor Area		
Background/Discussion		
<p><u>Background</u></p> <p>The South Expressway Corridor is bound by 9th Avenue to the north, South Main Street and railyards to the east, South 9th Street to the west, and Iowa Highway 275 to the south. The Corridor is primed for redevelopment based on its proximity to downtown and the planned removal of a rail corridor though the area. The Arts and Cultural District is expected that the Hoff Center will require future expansion and/or new adjacent development. 16th Ave is ideal for specialty niche-neighborhood businesses and will serve as the catalyst to neighborhood revitalization. The Reliance Battery Block is a prime location for affordable housing. The properties have great redevelopment potential drawing high tax valueal/industrial development.</p> <p>In December of 2019, an application for an EPA Brownfields Hazardous Substance Assessment Grant was prepared and submitted to the EPA. The application requested \$300,000 to assist the City in developing an area-wide plan with targeted areas for the subsequent reuse on the high-priority brownfield sites in the South Expressway Corridor Area. In the summer of 2020, the City was awarded a \$300,000 EPA Brownfields Hazardous Substance Assessment Grant.</p> <p><u>Discussion</u></p> <p>In order to select a consultant to carry-out these activities, staff completed a Request for Proposals (RFP) process. Three proposals were received from Impact 7G, Blackstone Environmental and Tetra Tech. Based on the qualification of each firm, staff recommends hiring Impact 7G. Impact 7G is familiar with Council Bluffs and specifically the Reliance Battery Factory site. The consultant will assist the City in preparing cooperative agreements and oversight, community involvement, existing conditions research, market analysis, brownfield site reuse planning, development of design concepts, and a final plan as detailed in the City’s approved EPA Work Plan for the grant. The total amount will not exceed \$300,000.</p>		
Staff Recommendation		
The Community Development Department recommends City Council adopt a resolution authorizing the Mayor to accept and execute a contract with Impact 7G for consultant services for the 2020 EPA Brownfields Hazardous Substance Assessment for the South Expressway Corridor project area.		
Attachments		
Proposals for the RFP Map of the Target Area for the South Corridor Project Area		

Submitted by: Dessie Redmond, Housing & Economic Development Planner, Community Dev. Department
Courtney Harter, Housing & Economic Development Manager, Community Dev. Department

The City of Council Bluffs, Iowa



**Request for Qualifications Response
Environmental Professional Services**

**U.S. Environmental Protection Agency Brownfields
Hazardous Substance Assessment Grant
South Expressway Corridor**



9550 Hickman Road, Suite 105
Clive, Iowa 50325
515.473.6256

November 20, 2020

Cover Letter

November 20, 2020

Dessie Redmond, Housing & Economic Development Planner
City of Council Bluffs
209 Pearl Street
Council Bluffs, IA 51503

Re: Letter of Transmittal, City of Council Bluffs Request for Qualifications for Brownfields Environmental Professional Services

Dear Ms. Redmond:

We appreciate the opportunity to submit the comprehensive proposal response to the City of Council Bluffs (City) in response to the issued Request for Qualifications (RFQ) for Professional Environmental Services associated with the City's United States Environmental Protection Agency (EPA) Brownfields Hazardous Substance Assessment Grant. Impact7G is a growing, full service environmental and sustainability consulting firm based in Clive, Iowa and with additional offices in Coralville, Slater, Sioux City, Denver, and Nashville. Impact7G strives to provide long-term value that amplifies our client's ability to sustain healthy growth and prosperity and this objective is never more prevalent than in the outcomes of our brownfield services.

As demonstrated with past Brownfield Assessment Grant work, Impact7G is exceedingly thorough, understands EPA expectations, and will always work to respond to the client's schedule needs. Our references in Section 7 of the attached response to the City's request for proposals will provide reference to the quality and high level of service Impact7G has provided to other EPA grant recipients. In Southeast Iowa, Eric Tysland, current manager of the City of Burlington EPA Brownfield Cooperative Agreements (CAs) will attest to the same high level of professional service. Our staff were integrally involved in EPA brownfield projects in Sioux City and Council Bluffs that received the coveted Phoenix Award for excellence in brownfields redevelopment.

Impact7G is a recognized leader in the environmental and sustainability consulting arena. Our diverse multidisciplinary team of environmental scientists, engineers, geologists, environmental attorneys, cultural resource specialists, and biologists have decades of combined experience providing environmental planning and due diligence services to municipalities, community planning organizations, private industry, real estate developers, and state/federal governments. Our staff's backgrounds are deeply rooted in land "recycling" and brownfields redevelopment. Impact7G has a unique set of abilities that differentiates us from our competitors and allows us to cost effectively and efficiently provide environmental services for the City of Council Bluffs. Specifically:

- Our understanding of this project, both scope and technical approach is inherent in our involvement with grant writing for the target area as well as assessment and cleanup of the former Reliance Battery Factory site differentiating Impact7G from other firms responding to this request for proposals.
- Impact7G's proposed staff and Project Manager, Mike Fisher, are all based in Iowa within a short drive of Council Bluffs. Mike will always make himself readily available, even on short notice, for in person or online meetings with the City, project partners, and the public.
- Impact7G is a small, Iowa-based business with over 40 employees. As such our office cost structure is lower than larger environmental and engineering firms providing similar services. As a streamlined and, more importantly, focused environmental professional services company we intend to provide a higher level of technical expertise and quality when it comes to brownfields redevelopment services. We are well tenured in

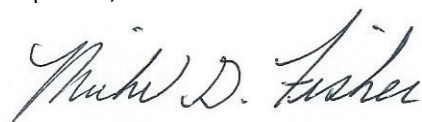
EPA funded aspects of brownfield redevelopment, grant writing including State catalyst grant preparation, State of Iowa brownfield funding options, and opportunity zone funds. We will bring quality, efficiency, and added value to the execution of assigned Cooperative Agreement (CA) work plan tasks and objectives.

- Impact7G has substantial experience providing environmental due diligence, risk assessment, and cleanup services in support of both EPA and DNR brownfields assessment and cleanup grants. Specifically, Impact7G was the lead program manager for the most recent Perry, Iowa EPA Multi-purpose grant, the Fort Dodge EPA Assessment grant, Fort Dodge Cleanup grant, Keokuk Assessment grant, and Burlington Area Wide Planning and Assessment grants. Impact7G served as the technical arm for the East Central Intergovernmental (ECIA) EPA Brownfields Coalition Assessment Grant. Our staff has assisted communities across the State in assessment, cleanup, and planning for the redevelopment of brownfields.
- Impact7G has leading state and national technical experts in brownfields program areas to include All Appropriate Inquiry (AAI) professionals experienced in ASTM E1527-13 and E1903-11 protocols. Of note, our President, Ryan Peterson, and Vice President, Mike Fisher have participated in multiple brownfields technical workshops and has spoken at or facilitated speaker engagements on “All Appropriate Inquiry” and DNR brownfields programs.
- Mike Fisher, your proposed Project Manager, has presented at several national EPA brownfield conferences and EPA and DNR State conferences covering a variety of brownfield topics from life-cycle analysis of brownfields redevelopment to brightfields—the installation of renewable energy on brownfield sites. Mike has been involved in the EPA Brownfields Program since the late 1990’s during the piloting of the Program and was awarded an EPA Partnership Award for his voluntary efforts to promote brownfield revitalization in Iowa. Mike is truly passionate about Brownfields redevelopment, property reuse, and land recycling.
- Impact7G is one of the few Iowa-based, full-service environmental firms with an in-house asbestos inspectors, abatement designers, and analytical laboratory, geo-probe and conventional drilling capabilities, and XRF lead testing equipment.

Impact7G appreciates the opportunity to provide our firm’s SOQs for this RFP. In summary, our staff are intimately familiar with the federal brownfields program, we have the staff capacity to meet the workload, our staff have the qualifications necessary to complete a diverse array of brownfield-related technical tasks, and we understand the complexity of the Elkem Site. Your assigned project manager for this potential engagement, Mike Fisher, is available to answer any questions related to our attached SOQ and can be reached at mfisher@impact7g.com or (319) 551-1579.

Best Regards,

Impact7G, Inc.



Mike Fisher

Vice President, Senior Project Manager

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1. Title Page

Firm Name: Impact7G, Inc.
 Address: 9550 Hickman Rd., Clive, IA 50325
 Contact Numbers: (319) 551-1579 cellular (515) 472-4256 work
 Primary Contact Person: Mike Fisher
 Date: November 20, 2020

2. Firm History

Impact7G, Inc. was incorporated as an S Corporation in January of 2011 with the primary focus of providing environmental due diligence and remediation services to public and private sector clients. This focus included work on post 2012 EPA Brownfield-funded projects in Council Bluffs. Since 2011 much of Impact7G's work revolves around environmental due diligence and public and private sector contaminated sites redevelopment projects; however, the Company has continued to diversify both in terms of clients served and types of services offered. Today, nearly a decade after its inception, Impact7G is a top contender among environmental companies and provider of professional diverse environmental services. Our team of environmental scientists, planners, geologists, biologists, foresters, drillers, geographic information system analysts, engineers, and regulatory specialists are committed to providing you quality data and information to foster informed decisions for sustainable solutions.

Impact7G's mission stems from the belief that generational, sustainable change starts with the understanding of individual client needs and proactive information exchange. We understand, through experience, that a sustainable, healthy and happy workforce or population follows from the individual informed decisions our clients make today. Whether you are a community, a business, or an agency, Impact7G professionals are committed to understanding your specific needs and providing you objective data and services that foster informed, sustainable decisions.

We strive to provide long-term value that amplifies our clients' ability to sustain healthy financial and economic growth. We are a certified small business and operate in a lean environment. Our mode of operation focusing on competitiveness, flexibility, and high-value professional services provides our clients access to the information and resources they need while minimizing the impact to their bottom line.

Impact7G is a stable company. We have continued to grow since inception in January of 2011. By being a desirable place to work, staff retention and attraction has been outstanding. With that comes financial stability. By having top-tier talent and an ever increasing client pool, Impact7G experienced steady, controlled growth each year since inception. A letter of recommendation from our bank, Northwest Bank, is available upon request. Despite our extensive equipment list including in-house drilling and geoprobe equipment, Impact7G operates as a debt free company investing profits year

after year in the company, bolstering its balance sheet. We offer the following contacts with regard to information as it pertains to the financial stability of the Company:

Organization	Contact	Affiliation	Email	Phone
Impact7G, Inc.	Ryan Peterson	President	rpeterson@impact7G.com	515-473-6256
Northwest Bank	Troy Boelman	Financial Institution	tboelman@bank-northwest.com	515-963-8033
Meriwether, Wilson & Company	Benjamin Peterson	Accounting Firm	bapcpa@mwcpic.com	515-223-0002

At Impact7G we are passionate about the ever-changing environment in which we live and work. Our clients' quests for continuous improvement in their communities, operations, and natural environment pushes our staff to continuously expand their expertise in their respective environmental fields. Our diverse and expanding knowledge base becomes our clients' knowledge base and with that knowledge comes the opportunity to plan, create and restore our natural environment in a manner that expands economic opportunity not just this year or this decade but seven generations into the future and beyond.

3. DBE Status

Impact7G is not a disadvantaged business enterprise (DBE); however, Impact7G is an Iowa-based certified small business. Impact7G will be partnering with Mountain Town Strategies, a pending woman-owned business enterprise (WBE) that specializes in community redevelopment outreach, planning and visioning.

4. Project Team Description



The adjacent organizational chart identifies the personnel assigned to this project which consists of a multi-disciplinary group of environmental professionals. The engagement will be led by Mike Fisher from Impact7G. Mike is a leading "Environmental Professional" with over 30 years of environmental due diligence experience including direct experience administering environmental site assessment services in support of both federal EPA and State of Iowa Brownfields projects. Mike will be supported by staff from the Coralville, Clive, and Sioux City offices. Our team boasts all environmental credentials necessary for any and all types of environmental issues that may arise during this project. Mike is also well versed in identifying and addressing other variables that affect site redevelopment potential. Mike has been the principal-in-charge or manager of EPA Brownfields Grants and RLFs totaling over \$12 million over the last 20 years. The experience matrix below displays the wide diversity of skill sets and potential staff assignments of key staff members shown in the organizational chart.

While Mike Fisher will be the overall point of contact and project manager, the Impact7G team will be overseen by Ryan Peterson (Principal-in-Charge). Ryan has over a decade of experience working on contaminated sites and 13 years on EPA Brownfield programs. Ryan’s experience has provided him with extensive knowledge working with multiple Iowa regulatory agencies as well as the EPA Brownfields Program. As conveyed in the following experience matrix, Impact7G offers the City a dedicated focused multidisciplinary team that will deliver quality and quantity of results within the parameters of the EPA grant funding.

Applicable Experience Matrix	Impact7G Staff								
	Mike Fisher	Ryan Peterson	Eric Lindeen	James Goodrich	Jeromy Pribil	Megan Down	Jon Reis	John Coons	Cindy Quast, PE
Phase I ESA	X	X	X	X	X	X	X		X
Phase II ESA	X	X	X	X	X	X	X	X	X
Site Cleanup	X	X	X	X	X	X	X	X	X
Vapor Intrusion	X	X	X	X	X	X		X	X
Asbestos Inspection & Abatement		X	X	X	X		X		
Lead Based Paint Inspection & Abatement		X	X	X	X		X		
UST/Risk Assessments	X	X	X	X	X	X	X	X	X
Soil, GW, Sediment sampling	X	X	X	X	X	X	X	X	X
Soil Boring & Monitoring Well Installation	X	X	X	X	X	X	X	X	X
Cleanup Planning	X	X			X				X
Quality Assurance Plans	X	X	X	X	X	X	X		X

Qualifications & Experience of Key Staff, EPA Brownfield Implementation, Brownfields Redevelopment

As Project Manager, Mike will handle the day to day management of this grant. Mike has obtained a technical expertise throughout his career that is diverse and extensive in the area of hazardous material and contaminant investigation and management. It will be the goal of Impact7G to flawlessly implement this Community-Wide Assessment Program for the City with the staff identified in this section. The abbreviated personal resumes of each team member are provided below.

Mike Fisher – Project Manager



Mr. Fisher is currently the Impact7G project manager responsible for assisting Nicole Turpin with the City’s EPA Brownfield Assessment Program. He is Vice President of Impact7G and focuses primarily on community redevelopment services. He was actively involved with many EPA Region 7 brownfield sites and his constant objective is to foster positive economic and “quality of life” outcomes through a holistic approach to redevelopment. This means addressing contaminant constraints in addition to funding strategies, context sensitive planning, and sustainable engineering. Related to meeting the federal AAI definition of “environmental professional”, Mike possess sufficient specific education, training, and experience necessary to exercise professional judgment to develop opinions and conclusions regarding the presence of releases or threatened releases to the surface or subsurface of a property. Additionally, he has a baccalaureate degree in environmental science and over five years of relevant experience.

Mikes environmental due diligence experience spans over 20 years, twice the 10 years of full-time relevant experience requirement. EPA Region 7 recognized Mike’s efforts during EPA’s Pilot Program with a Partnership Award in recognition for his voluntary efforts to promote all aspects of Brownfields redevelopment in Iowa. Through programs offered by EPA, original EPA brownfield partnering agencies, and state agencies, he has helped communities secure millions of dollars for brownfields redevelopment with additional leveraging of substantial private sector investment. The end result of this effort has been the transformation of numerous blighted and contaminated properties into recreational trails,

greenspace, retail centers, residential development, and commercial development. Mike has presented technical discussions on environmental and sustainability topics to National EPA Brownfields Conference attendees, Sustainable Cities Conference attendees in Dubuque, The National Association of Environmental Professionals, Upper Midwest American Planning Association, North American Housing and Redevelopment Organization, Great Plains/Rocky Mountain Hazardous Substance Research Center, Environmental Professionals of Iowa, Council for Urban and Economic Development, Iowa League of Cities, Minnesota Brownfields, and various Rotary organizations.

EDUCATION

B.G.S., Environmental Studies with Impact Assessment Emphasis. University of Kansas, 1989

REGISTRATION/LICENSE

NREP Registered Environmental Manager – Certification No. 291271972

OSHA 40-Hour HAZWOPER Certification

MREA PV Site Assessor (Certificate No. 234)

PROFESSIONAL AFFILIATIONS

National Registry of Environmental Professionals

Iowa Environmental Council

Environmental Law and Policy Center

Ryan Peterson – Principal In-Charge



As President of Impact7G, Ryan oversees the operations of the company's eight service departments. Ryan formed Impact7G as a professional services firm offering diverse environmental services to a variety of clients in the public, private and governmental sectors. Ryan has a wide range of management experience with environmental projects including: Environmental Protection Agency (EPA) Brownfield Projects, Environmental Site Assessments, Contaminated Sites Cleanup, Underground Storage Tank Management, Indoor Air Quality Investigations and Asbestos and Lead Based Paint inspections (UST) and abatement projects. He has assisted multiple communities with fund procurement for the investigation and cleanup of environmentally impaired properties.

In addition, he has completed numerous underground storage tank investigations and cleanups. Ryan is an Iowa Certified Groundwater Professional and a Registered Environmental Manager and has provided oversight and management of sites with contaminated soil and groundwater in multiple states. He has completed numerous field tasks including: remediation system installation with operation and maintenance, groundwater and soil vapor monitoring well installation and sampling of asbestos and lead-based paint. Ryan has provided consultation, field testing, and sampling relating to industrial hygiene and indoor air quality issues for multiple clients throughout the nation and is currently a member of the Indoor Air Quality Association.

EDUCATION

B.S., Environmental Studies with Community and Regional Planning, Iowa State University, 1999

REGISTRATION/LICENSE

Registered Environmental Manager – 08142012-3

IDNR Underground Storage Tank Remover – 1276

State of Iowa Certified Asbestos Inspector – 19-3235

State of Iowa Certified Asbestos Project Designer – 19-1652

OSHA 40 Hour HAZWOPER Certification

PROFESSIONAL AFFILIATIONS

Environmental Professionals of Iowa

Greater Dallas County Development Alliance Board Member

Indoor Air Quality Association

Iowa League of Cities

Eric Lindeen – *Environmental Specialist II*



Mr. Lindeen is an Environmental Specialist II at Impact7G with over 9 years of experience in the environmental consulting field throughout the lower 48 and Alaska. Eric works on a variety of projects within the company's seven business lines, with primary involvement and focus in community redevelopment, environmental planning, and environmental impact assessment services. Eric will also oversee all asbestos containing material (ACM) inspections and facilitate any analysis of brownfield alternative (ABCA) abatement-related design specifications.

Eric has provided consultation, field testing, building inspections, and sampling on numerous EPA Region 7 brownfield sites throughout Iowa, including: EPA Phase II Work Plans, Phase I and II Environmental Site Assessments (ESAs), Limited Subsurface Investigations, Phase I Site Inspections, Asbestos Inspections, and Lead-based Paint Inspections.

EDUCATION

B.A., Geography. University of Northern Iowa, 2009

REGISTRATION/LICENSE

OSHA 40 Hour HAZWOPER Certification

State of Iowa Certified Asbestos Inspector – 20-4328

State of Iowa Certified Asbestos Contractor Supervisor – 20-4437

NIOSH 582 Training

U.S. Army Corps of Engineers Wetland Delineation Training Program – 5920

PROFESSIONAL AFFILIATIONS

Environmental Professionals of Iowa

Society of Wetland Scientists

James Goodrich – *Senior Environmental Specialist/Groundwater Professional*



James brings 18 years of experience to this project for the City. He is an experienced geologist with a demonstrated history of success providing professional environmental services. James is skilled in environmental risk assessments per ASTM 1527-13 (Phase I ESAs), Phase II ESAs, environmental risk-based corrective action assessments, commercial and residential asbestos inspection and reporting, commercial and residential lead based paint sampling analysis and reporting, AutoCAD, geologic influences on contaminant migration, groundwater contaminant fate and transport modeling, and environmental compliance.

James also has experience with contaminated site remedial design as well as managing numerous sites with petroleum and hazardous material releases. James has recently completed Phase I and Phase II Environmental Site Assessments related to the redevelopment of historic properties (Hobart Historic Property, Cedar Rapids) for mixed commercial and multi-family use. He has also performed asbestos and lead-based paint sampling and analysis associated with historic real estate renovations. His recent work includes UST excavations and cleanups and semi-annual leaking UST post-remediation monitoring.

EDUCATION

B.S., General Geology/Earth Science, University of Iowa, 1998

REGISTRATION/LICENSE

OSHA 40 Hour HAZWOPER Certification

State of Iowa Certified Asbestos Inspector – 19-3613

Iowa Certified Groundwater Professional – 2072

PROFESSIONAL AFFILIATIONS

Iowa Groundwater Association

Environmental Professionals of Iowa

Jeromy Pribil, CHMM – Senior Environmental Specialist



Jeromy has consulted on Environmental Protection Agency (EPA) Brownfields and Iowa Land Recycling Program (LRP) projects throughout Iowa. Jeromy has worked closely with municipalities, state and federal regulators and citizens within the project areas in an effort to successfully implement brownfields grants or state regulations. Jeromy has overseen and participated in grant writing, community outreach initiatives, completion of Phase I & II ESAs, enrollment and management of properties through the Iowa LRP, conducting observation at demolition sites and implemented asbestos perimeter monitoring.

Jeromy is responsible for managing, implementing and reporting for state and EPA assessment, cleanup and redevelopment projects throughout Iowa. Jeromy has worked on Leaking Underground Storage Tank (LUST) sites throughout Iowa and Kansas. His UST field work includes the installation and monitoring of remediation systems, bio remediation implementation, sampling of soil, vapor and groundwater, the retrieval and disposal of free product, geotechnical investigations including soil classification, and site surveying.

EDUCATION

B.S., Environmental Science/Biology, University of Iowa, 2004

REGISTRATION/LICENSE

Certified Hazardous Materials Manager – 15147

OSHA 40 Hour HAZWOPER Certification

State of Iowa Certified Lead Based Paint Inspector – 0015627-INSP

PROFESSIONAL AFFILIATIONS

Wetland Professionals Association

Megan Down, CGP – Environmental Specialist II/Groundwater Professional



Megan has a total of fourteen years' experience in the environmental consulting industry. As a Project Manager for Impact7G, Megan primarily oversees the investigation, remediation, and reporting of LUST sites, Free Product sites, and Contaminated sites across Iowa. Her experience in the environmental consulting industry includes, but is not limited to Risk Based Corrective Action (RBCA) investigations (Tier 1/2/3 Site Cleanup Reports, Site Monitoring Reports), tank closures, free product removal technologies, Corrective Action Design Reporting (CADR), chemical oxidation injection remediation, laser induced fluorescence (LIF) plume definition, soil excavation, land farm application, emergency spill response management and reporting, and Phase I/II ESAs.

As a Certified Groundwater Professional, Megan has extensive knowledge of Iowa's RBCA Guidance and procedures. She has conducted field work including but not limited to well installation, sampling, free product recovery, remediation system monitoring/maintenance, and land farming. She has simultaneously managed over 30 LUST sites ensuring all sites met applicable monitoring, corrective action and/or reporting requirements.

EDUCATION

B.S. Geology, Iowa State University, Ames, Iowa, 2004

REGISTRATION/LICENSE

Iowa Certified Groundwater Professional – 2008

OSHA 40 Hour HAZWOPER Certification

PROFESSIONAL AFFILIATIONS

Iowa Groundwater Association

Environmental Professionals of Iowa

Iowa Environmental Council

Jon Reis – Environmental Specialist II



Jon has more than five years of experience in completing environmental projects which include: National Environmental Policy Act (NEPA) assessments, Phase I and II Environmental Site Assessments (ESA), Indoor Air Quality Investigations, Asbestos & Lead Based Paint Inspections, Nationwide Programmatic Agreement reviews (NPA or PAL), Environmental Assessments (EA), Environmental Assessment Worksheets (EAW), wetland delineations, informal biological assessments, and well plugging. Jon is a certified wetland delineator in the state of Minnesota. Jon has consulted on Brownfields projects throughout Iowa. Jon has worked closely with municipalities, state and federal regulators and citizens within the Brownfields project areas in an effort to successfully implement Brownfields grants. Jon has participated in the completion

of Phase I & II ESAs, conducted observation at demolition sites and implemented asbestos perimeter monitoring. Jon has also completed UST investigations throughout Iowa, including the sampling of soil and groundwater and the retrieval and disposal of free product.

EDUCATION

B.S., Geology, Iowa State University, 2006

M.S., Geology w/ Structural Emphasis, Iowa State University, 2009

REGISTRATION/LICENSE

OSHA 40 Hour HAZWOPER Certification

State of Iowa Certified Asbestos Inspector – 20-5149

State of Iowa Certified Project Designer – 20-3985

State of Iowa Certified Lead Based Paint Inspector/Risk Assessor – LEAD-INSP10006

State of Iowa Certified Well Driller – Operator ID 9921

Minnesota Certified Wetland Delineator - 1271

PROFESSIONAL AFFILIATIONS

Minnesota Wetland Professionals Association

John Coons – Drilling Manager



John has 30 plus years of environmental drilling experience. John currently operates a CME 55 drill and a 6712 Geoprobe for Impact7G. John has experience in project coordination, cost control and project scoping to ensure effective versatile solutions are developed to meet client's regulatory needs and budgets. John holds licensure, and can provide drilling services in Iowa, Nebraska, Missouri, Kansas, and Illinois. John has completed soil borings and well installations on numerous development and redevelopment sites throughout the Midwest. His over 30 years' experience provides the background and skill necessary for professional field activities and accurate reporting.

Drilling related projects include Phase II Environmental Site Assessments, underground storage

tank removal projects, monitor and recovery well installation and abandonment, and remediation systems. Direct push sampling and continuous sampling drilling skills include: monitoring well installation, extraction well installation, vertical water sampling, sparge wells, well development, rehabilitation & abandonment, chemical injection, soil & groundwater sampling, soil and groundwater remediation, soil borings and soil gas sampling, pre-packed well installation per ASTM, 1-inch through 4-inch wells, well development, soil vapor gas installations, and temporary wells.

REGISTRATION/LICENSE

Well Contractor - Iowa License 1986

OSHA 40 Hour HAZWOPER Certification

PROFESSIONAL AFFILIATIONS

Iowa Water Well Association

Cindy Quast, P.E. – Senior Environmental Specialist

Cynthia has more than 40 years environmental consulting and industrial experience. Her area of expertise is soil and groundwater contamination assessment, risk assessment and remediation. Cynthia enrolled the first site in Iowa to proceed through the Land Recycling Program, Iowa's voluntary cleanup program. A large portion of Cynthia's assessment

and remediation experience involved brownfields sites. For the last several years she has been involved with all stages of the EPA Brownfields process from grant writing, through assessment and cleanup. Cynthia also has experience in groundwater issues concerning large animal confinements, underground storage tank removal, Risk Based Corrective Action (RBCA) Analysis, sanitary landfill monitoring and reporting, brownfields sites, and expert witness assistance on environmental issues. Cynthia has authored several publications and made numerous presentations on environmental due diligence and brownfields redevelopment.

EDUCATION

M.A., Servant Leadership, Viterbo University, LaCrosse, WI, 2006

M.S., Civil Engineering, Oklahoma State University, 1993

B.S., Civil Engineering, University of Minnesota Institute of Technology, 1979

REGISTRATION/LICENSE/TRAINING

Licensed Professional Engineer – OK, IA, NE, MN, WI

Kate Greene – Planner, Mountain Town Strategies (pending certified WBE)



As a planner, Kate engages in environmental and resilience planning, public involvement, brownfield site reuse planning, and project management. Kate's objective is to provide clients with planning and development services that support a sustainable future for generations ahead. Kate has 15 years of experience in community economic development, downtown and brownfield redevelopment planning, and community wealth building. Over the years, Kate has cultivated her economic development expertise by adding finance specializations, targeted property redevelopment, statewide, and national influence in identifying and realizing critical redevelopment opportunities.

She has facilitated community interaction and outreach, capacity and relationship building, and engagement with public and private sectors to coordinate data-driven development in rural downtown communities. While serving as an Economic Redevelopment Specialist with the Northern Brownfields Assistance Center at West Virginia University, Kate designed and managed the Downtown Appalachia program, generating micro-level data packages that illustrated rural downtown market needs and feasibility analysis on existing strategically located downtown buildings. She has supported the redevelopment of brownfield projects in Opportunity Zones through the development equity crowdfunding strategies and targeted OZ Prospectuses.

EDUCATION

B.A., Fairmont State University

REGISTRATION/LICENSE/TRAINING

Economic Development Certification, National Development Council 2018

Strong Towns Academy 2020

Identification and Qualifications of Subcontractors and Description of Services to be Provided

Impact7G will be subcontracting planning assistance to Mountain Town Strategies, a pending Small Business Administration (SBA) woman-owned business enterprise (WBE). Mountain Town Strategies is a specialist consultancy at the heart of community development work, partnering with community leaders to develop creative, custom solutions that address the biggest challenges facing communities today. Mountain Town Strategies works with clients and partners to take bold, strategic ideas and turn them into progressive, purposeful action. The result? Together, enabling communities to adapt and achieve their potential. The planning effort will be led by Kate Greene, the managing principal. Starting at the grassroots level, Kate began working with public groups and organizations to affect homegrown change. Over the years, she has cultivated her craft, adding finance specializations, targeted property redevelopment, statewide, and national influence in identifying and realizing critical redevelopment opportunities. Kate has facilitated community interaction and outreach, capacity and relationship building, and engagement with public and private sectors to coordinate data-driven development in smaller (less than 100,000 population) downtown communities.

All asbestos samples will be analyzed by EMSL, an NVLAP certified laboratory. All lead based paint on-site testing will be conducted by Impact7G using in-house XRF testing equipment. Drilling and Geoprobe services will be conducted using in-house equipment which is based in Clive, Iowa. All Impact7G staff utilize company owned vehicles (which include four wheel drive to overcome adverse weather or road conditions).

Impact7G will subcontract with Eurofins TestAmerica of Cedar Falls, Iowa to provide laboratory services in support of this project and Eurofins TestAmerica's protocols will become part of the project QAPP. Eurofins TestAmerica is the leading analytical laboratory for environmental testing services in the United States. Eurofins TestAmerica's comprehensive laboratory service package, innovative technical expertise and superior on-line data management solutions are among the many reasons they will be utilized. Their focus on delivering analytical services that address current environmental analysis issues will prove to be a major asset to this project. Eurofins TestAmerica, an Iowa certified laboratory, will be responsible for soil and groundwater sample analysis. EMLab P&K will be responsible for indoor air quality (mold) samples and Environmental Hazards Services LLC will be responsible for confirmatory lead-based paint samples.

5. Firm Qualifications

Impact7G offers a complete and comprehensive range of services to support the requirements of the City in their request for an outside environmental consulting firm to assist with their Hazardous Substance Assessment Grant implementation. Specifically, Impact7G staff have extensive experience providing ASTM and AAI compliant Phase I and II Environmental Site Assessments (ESAs), certified asbestos inspections, site cleanup and reuse planning, Quality Assurance Project Plans (QAPPs), Analyses of Brownfield Cleanup Alternatives (ABCAs), contaminant remedial and removal design. Impact7G staff have direct experience with implementation and oversight and work performed under the U.S. EPA Brownfields program, including EPA's Brownfield Assessment Grant Program. The depth and breadth of these qualifications will be a critical asset to City's efforts to achieve their EPA Cooperative Agreement (CA) objectives as well as their long-term vision for the South Expressway Corridor.

As noted in the previous Section, our staff maintain numerous certifications and registrations including, but not limited to: Professional Engineer (environmental); State of Iowa Certified Asbestos Inspector & Project Designer; Iowa Certified Lead-Based Paint Inspector/Risk Assessor; Iowa DNR UST Remover; Certified Groundwater Professional; Registered Environmental Manager; Iowa Certified Well Installer; and 40 Hour OSHA HAZWOPER designation. Impact7G also has two XRF analyzers for lead-based paint testing and multiple drill rigs for soil boring and groundwater monitoring well installations necessary for brownfield site investigations.

A redevelopment of this magnitude requires a level of expertise, experience, and efficiency most firms do not possess. Impact7G offers the City a proven dedicated team that will deliver both quality and quantity of results within the parameters of their EPA CA. Impact7G has assisted communities with numerous EPA grant-supported revitalization projects, ranging from initial brainstorming sessions on site redevelopment to identifying and securing additional funding to managing cleanup and demolitions. Impact7G is well versed at navigating the EPA Brownfield Process and offers a wealth of expertise to City staff for this community-wide grant. Adding to our strong capabilities will be laboratory analytical organizations (mentioned above under subcontractors) that will bring unparalleled experience to the team.



Many of Impact7G's personnel have extensive experience working with EPA Region 7 on brownfields initiatives in Iowa. In fact, Impact7G's fully qualified staff average more than a decade of experience working with EPA on Iowa brownfield projects including work in 14 separate communities. The proposed Project Manager for this project, Mike Fisher, has been directly involved in the assessment and cleanup of dozens of properties across Iowa and has been involved in EPA's program since it was piloted in the late 1990s. He also has direct experience with taking sites from initial assessment to the point of private sector redevelopment leveraging a myriad of outside funding programs. Mike is one of very few consultants in EPA Region 7 to work on multiple EPA Brownfield Assessment, Area Wide Planning, Revolving Loan Fund, and Cleanup projects. As displayed in the table below, Impact7G's team offers unparalleled project experience with a diversity of EPA Region 7 Brownfield projects within Iowa dating back to the program's inception. The proven performance of these individuals has delivered on cooperative agreement objectives time and time again. References are included in Section 7.

Brownfield Project	Year	Select Impact7G Staff					
		Ryan Peterson	Jon Reis	Mike Fisher	Eric Lindeen	James Goodrich	Cindy Quast
Coralville, IA EPA Pilot Grant	1998			X			X
Waterloo, IA EPA Cleanup RLF	2001			X			
Sioux City, IA EPA Cleanup RLF	2001			X			
Fort Valley, GA EPA Pilot Grant	2002			X			X
Clinton, IA EPA Assessment Grant	2003			X			
Waterloo, IA EPA Assessment Grant	2003			X			X
Clinton, IA EPA Assessment Grant	2005			X			X
Council Bluffs, IA EPA Assessment Grant	2005			X			X
Marion, IA EPA Cleanup Grant	2005						X
Oelwein, IA EPA Assessment Grant	2005			X			X
Perry, IA EPA Assessment Grant	2005	X					
Sioux City, IA EPA Assessment Grant	2005	X		X			
Waterloo, IA EPA Cleanup Grant	2005	X		X			X
Marion, IA EPA Assessment Grant	2006		X				X
Perry, IA EPA Assessment Grant	2006	X	X				
Waterloo, IA EPA Assessment Grant	2006			X			X
Marion, IA EPA Cleanup Grant	2007		X				X
Marshalltown, IA EPA Assessment Grant	2007	X	X				
Clinton, IA EPA Assessment Grant	2008			X			
Clinton, IA EPA Cleanup Grant	2008		X	X			
Council Bluffs, IA EPA Assessment Grant	2008		X	X			
Perry, IA EPA Cleanup Grant	2008	X	X				
UERPC, IA EPA Assessment Grant	2008		X				
Waterloo, IA EPA Cleanup Grant	2008	X	X	X			
Adel, IA EPA Assessment Grant	2009	X	X				
Council Bluffs, IA EPA Cleanup Grant	2009		X				
Maquoketa, IA EPA Cleanup Grant	2009	X		X			
UERPC, IA EPA Assessment Grant	2009	X	X				
Ottumwa, IA EPA Assessment Grant	2010		X				
Council Bluffs, IA EPA Cleanup Grant	2011	X	X				
Perry, IA EPA Assessment & Cleanup Grant	2012	X	X	X			
Fort Dodge, IA EPA Assessment Grant	2013	X	X	X			
Council Bluffs, IA EPA Assessment Grant	2013	X	X	X			
ECIA, IA EPA Coalition Assessment Grant	2016	X	X	X	X	X	
ECIA, IA EPA Coalition Cleanup RLF	2018			X			
Burlington, IA EPA Assessment Grant	2016	X	X	X	X	X	
Burlington, IA EPA Area Wide Planning	2016			X			
Keokuk, IA EPA Assessment Grant	2019	X		X	X	X	X

6. Previous Project Experience

The Impact7G Team assembled for this important endeavor includes personnel that have worked on EPA Brownfield Assessment Grants, Cleanup Grants, Multi-Use Grants, Revolving Loan Fund Grants, Area Wide Planning Grants as well as multiple State of Iowa Brownfield Grants. The EPA brownfield project experience matrix on Page 13 of this Proposal vividly conveys the depth of that experience. Impact7G has assisted many communities at not just the EPA brownfields level but also has helped communities identify, secure and utilize state brownfield funding. This includes funding that helped acquire, assess, cleanup and/or demolish underutilized properties.

The following projects are a small sample of the vast experience of Impact7G personnel with regard to brownfield projects in Iowa. These projects are all directly related to the technical requirements for completing the Council Bluffs Community-Wide Brownfield Hazardous Substance Assessment CA and all occurred during the past few years. Projects involving environmental assessment of former industrial properties which have redeveloped residentially are highlighted.

EPA Brownfield Assessment Services; Burlington, IA: 2016-2019

Contact Name, Title, and Telephone Number: Eric Tysland, Community Development and Parks Director, (319) 753-8158, tyslande@burlingtoniowa.org



Impact7G has been assisting the City of Burlington, Iowa with their EPA Brownfields Assessment and Area-Wide Planning initiatives over the last three years. Impact7G has designed, built, and maintained a website, <http://www.burlingtonbrownfields.com> that provides copious information on the EPA Brownfields work completed by Impact7G and its subcontractors in Burlington. We are on track to meet the City's CA objectives that focus on redevelopment of downtown. All activities conducted under this \$395,000 contract comply with ASTM standards, EPA Terms and Conditions for the grant, EPA regulatory and quality standards, Occupational Safety and Health Administration standards, Iowa DNR regulatory standards, and all other

applicable regulatory agency standards. **Two properties assessed under this project, one of them a former printing industry and more recently a police station, are currently being developed for residential use.** The Scope of Services for this project included the following task items listed as follows:

Task 1 – Project Coordination: This task consisted of completing activities associated with programmatic management, implementation and execution of the grant. Impact7G assisted with quarterly reporting, ACRES updating and coordinating with City, EPA, and DNR.

Task 2 – Environmental Site Assessments: This task consisted of completing Phase I & II ESAs and preparing the necessary Quality Assurance Project Plans and Site-Specific Work Plans required by EPA. The objective of this project is to identify and delineate contaminants that may exist on properties located throughout the downtown. Impact7G will have conducted as many 30 Phase I ESAs and 12 Phase II ESAs by project completion.

Task 3 – Cleanup & Area Wide Planning: This task consisted of cleanup planning for the Client. Upon completion of Phase II ESAs, Impact7G evaluates cleanup alternatives based on the intended redevelopment use. Impact7G has worked closely with the Iowa DNR and enrolled one significant parcel in Iowa's Land Recycling Program.

Task 4 – Community Outreach: This task consisted of holding at least two public informational meetings annually, or as needed, to obtain input from the residents and target area stakeholders. Community engagement activities have occurred throughout the grant budget period some of which were held in concert with the EPA Area Wide Planning effort for the Downtown. Periodic updates have been given to the City Council to provide them with progress reports of both the Assessment and Area-Wide Planning efforts. The City and Impact7G staff have worked to educate the public on the benefits of the EPA Brownfields Program to ensure success of the project. Most recently, Impact7G produced an informational video on Burlington's downtown revitalization initiative. That video can be viewed on Impact7G's website, <https://www.impact7g.com/burlington-brownfields-downtown-revitalization/>, or the City's Brownfield website, <http://www.burlingtonbrownfields.com/>, which has been designed, built, and maintained by Impact7G.

EPA Brownfield Redevelopment Services; Perry, IA: 2011 – 2017

Contact Name, Title, and Telephone Number: *Sven Peterson, City Administrator, (515) 465-2481*
sven.peterson@perryia.org



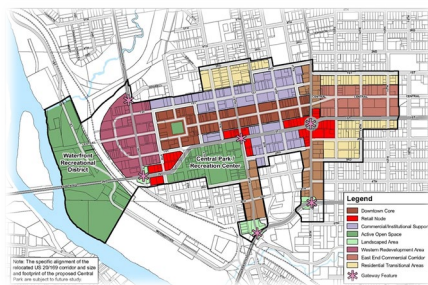
The City of Perry received its first \$200,000 EPA Assessment Grant in 2006. Impact7G personnel have been intimately involved with Perry's brownfield redevelopment initiative since 2011. This has included assisting with fund procurement for an EPA Cleanup Grant, an Iowa Brownfield Redevelopment Program Grant through the Department of Economic Development, and a cleanup grant through the IDNR Brownfield Redevelopment Program. In 2011, Impact7G assisted the City of Perry with applying for additional funds through the EPA Brownfields Program. In 2012, the City was awarded a \$400,000 Multi-Purpose Assessment and Cleanup Brownfields Grant for a former 101 acre railroad site. Perry was one of nine communities to receive

this funding within the United States. Impact7G staff have been instrumental in developing innovative approaches for the investigation and cleanup of lead, arsenic and polycyclic aromatic hydrocarbon contaminated soils at the former railroad property. Impact7G also provided input into Perry's EPA Brownfield Area-Wide Planning effort.

Environmental work on Perry's brownfield assessment projects typically consisted of: community outreach activities, environmental assessments (Phase I and Phase II), cleanup and redevelopment planning and project planning and management. Impact7G has also worked with the City of Perry on additional environmental projects including an Army Corps of Engineers Bank Stabilization Project as well as an Environmental Stewardship Plan with the Police Department for a firing range which contained elevated levels of lead within the soils. **Finally, Impact7G wrote a successful State of Iowa Brownfield Redevelopment Tax Credit Application that secured the necessary tax credits for a multi-family apartment complex on a former Impact7G-assessed agricultural and railroad industrial brownfield property.**

Downtown Revitalization; Fort Dodge, IA: 2013 – 2017

Contact Name, Title, and Telephone Number: *Vickie Reeck, Community Development Manager, (515) 576-8191,*
vreeck@fortdodgeiowa.org



Impact7G assisted the City of Fort Dodge with securing \$400,000 in EPA Assessment Grants in 2013. The City used the awarded grant funding for community wide assessments; however, the downtown was the initial and main focus in an effort to spur economic growth and remove blighted properties from the City center. The assessment of multiple sites throughout Fort Dodge has benefited the City as a whole. By using the EPA Assessment Grants to assess and conduct cleanup planning on targeted sites, it has helped eliminate any actual or perceived contamination issues blocking further development in these areas. Removing these perceptions has allowed prospective businesses to obtain loans from financial institutions to capitalize

on new development as well as much needed improvements to existing usable facilities.

With the grant awarded in 2013, Impact7G completed 56 Phase I ESAs and 22 Phase II ESAs, which was well ahead of the projected targets for this project. These ESAs have removed economic barriers and helped pave the way for much needed redevelopment by means of acquisition or transformation to "shovel ready" status. Community outreach initiatives took place throughout the life of this grant. This included developing and distributing a brownfields brochure, providing City Council updates on project status and developing and launching a website dedicated to providing the citizens of Fort Dodge informative updates on the progress of the brownfields project. The website can be found at: <http://www.fortdodgebrownfields.com/>.

Impact7G is also managing the cleanup activities associated with a Brownfield Cleanup Grant in Fort Dodge. The U.S. Environmental Protection Agency (EPA) has awarded the City of Fort Dodge a \$500,000 Brownfields Cleanup Grant. Hazardous substances grant funds will be used to remove a significant amount of asbestos containing materials (ACM) from the Waukonsa Annex at 908 1st Avenue South. Construction of the four-story Annex was completed in 1917 as an

expansion of the original Wahkonsa Hotel, which was built in 1910. Another three stories were added to the complex in 1919, which increased the size of the Annex to over 134,000-square-feet. The building operated as a first-class hotel for over 60 years (by various owners) until 1972 when it was converted into apartment housing for low-income residents. The building has been vacant since 1984 and has fallen into significant disrepair. Full abatement of ACM will utilize standard techniques and be completed by a state certified asbestos abatement contractor and properly disposed of at a licensed and permitted facility. The Wahkonsa Annex building would then be free of asbestos and able to be demolished to make way for future redevelopment. Prior to conducting or engaging in any on-site activity with the potential to impact this historic property the City must consult with the EPA regarding potential applicability of the National Historic Preservation Act (NHPA) (16 USC § 470). The City is currently working with EPA and Iowa State Historical Preservation Office (SHPO) on a memorandum of agreement (MOA) to proceed with the abatement. Impact7G facilitated program coordination, conducted the asbestos inspection, completed the ABCA and abatement design, and prepared the abatement bid package. Impact7G is also managing data to facilitate lead agency SHPO coordination on the project.

EPA Brownfield Assessment Services; ECIA Planning Regions: 2016-2019

Contact Name, Title, Telephone Number, Email: Nicole Turpin, former ECIA Brownfield Program Manager, (563) 495-0311
nturpin@impact7g.com



Impact7G served as the on-call consultant for the East Central Intergovernmental Association (ECIA) Brownfield Program. ECIA received a \$500,000 coalition grant from U.S. EPA to implement a brownfield program in a five-county area including Dubuque County. This all-encompassing brownfield assessment and cleanup planning environmental services contract has resulted in Impact7G assisting with public outreach, engagement, and education allow the firm access to properties to complete a variety of environmental assessment tasks. The Tasks include Phase I Environmental Site

Assessments (ESAs) for 20 sites, Ground Penetrating Radar (GPR) studies for Underground Storage Tanks (USTs) and utilities, Quality Assurance Project Plans (QAPPs), Phase II ESA Site Specific Sampling and Analysis Plans, Health and Safety Plans (HASPs), destructive and non-destructive facility asbestos surveys, and asbestos abatement and demolition plans, specifications, and contract bid packages. Anticipated ongoing tasks over the remainder of the Cooperative Agreement period include extensive Phase II ESAs, additional more extensive vapor intrusion analyses for a trichlorethylene (TCE) contaminated site, asbestos surveys, lead based paint surveys for structures, petroleum cleanup planning, and analyses of brownfield cleanup alternatives relative to planned redevelopment uses on two sites. Impact7G also maintained a shared project Google drive that contains all project deliverables including reports, eligibility determinations, monthly status reports, and overall project deliverable and budget tracking spreadsheet. This project achieved all CA objectives within the CA contract period.

Former Clinton Engines Site; Maquoketa, IA: 2012 – Current

Contact Name, Title, and Telephone Number: Gerald Smith, City Manager, City Manager/Clerk, 563-652-2484,
gsmith@maquoketaia.com



Impact7G has been working with the City of Maquoketa on their Clinton Engines site since April of 2012. The most current work was funded by ECIA's Brownfield Assessment Program. Prior to this project, staff from Impact7G assisted the City with their EPA Cleanup Grant that consisted of the removal of asbestos contaminated building debris from a downtown fire. The Clinton Engines site was used for industrial purposes in the manufacture of small internal combustion engines from 1950 through 2002. The facilities on the subject site included a foundry, machine shops, cast and painting operations. The site also had multiple underground storage tanks for petroleum products. Soil and groundwater sampling has revealed volatile organic compounds (VOCs) detected above Iowa

Statewide Standards which include trichloroethene (TCE); cis-1,2-dichloroethene (cis-1,2-DCE); and vinyl chloride. These dense solvents have migrated vertically and horizontally through saturated sediments. Impact7G enrolled this site into the DNR's Land Recycling Program in pursuit of a no action required classification. In addition, a number of additional

site assessment activities have been accomplished at the site. These include but are not limited to soil boring stratigraphy analysis, static water level measurements, vertical and horizontal groundwater contamination delineation, vapor intrusion analysis in museum structure, and EPA brownfield work plans for additional groundwater delineation.

7. References

<u>Organization</u>	<u>Begin/End Date</u>	<u>Project Type</u>	<u>Contact Person</u>
Burlington, IA	2016/2019 2017/2018	EPA Brownfields Assessment EPA Brownfields Area Wide Planning	Eric Tysland, Planning Director 400 Washington St., Burlington, IA 52601 (319) 753-8151 tyslande@burlingtoniowa.org
Fort Dodge, IA	2013/2016	EPA Brownfields Assessment	Vickie Reeck, Community Development Manager 819 1 st Ave South, Fort Dodge, IA 50501 (515) 576-8191 vreeck@fortdodgeiowa.org
Perry, IA	2011/2015	EPA Brownfields Multi-Purpose Assessment & Cleanup	Sven Peterson, City Administrator 1102 Willis Avenue, Perry, IA 50220 (515) 465-2481 sven.peterson@perryia.org

8. Description of Project Understanding and Scope

The goal of brownfields redevelopment is to put land back into safe and productive use in a manner that increases a community's property tax base, employment base, and overall quality of life. To that end, the objective of this project is to provide the City the necessary technical expertise to develop a strategy that provides environmental assurances to future developers by essentially developing environmental data that shows the properties are shovel ready for private investment. Impact7G will provide as-needed coordination, guidance on assessment strategy, and site reuse cleanup planning visioning. The City can depend on Impact7G staff to assist in ensuring all steps of the EPA Brownfield Assessment process are followed.



Impact7G recently completed work on the former Reliance Battery Factory Site including a Phase I ESA, Hazardous Material Inventory, ACM inspection, Phase II Site Investigation and Characterization, Analysis of Brownfield Cleanup Alternatives (ABCA), Special Waste Authorization for Soil Disposal, and portions of the Demolition Specification Bid Package. Impact7G understands the sense of urgency the City has with seeing this site reused in a manner that compliments the surrounding neighborhood. The possibility exists to target some of the EPA Assessment Grant dollars toward assessment of properties adjoining the former Reliance Battery Factory Site if the City and Impact7G determine offsite migration of lead contaminants could have occurred as a result of historical operations at the facility.

Impact7G was contracted to provide assistance with the grant application for this project and in doing so worked collaboratively with City staff to scope objectives to be accomplished under the CA. The broader strategy and locations for implementing EPA CA objectives of site assessment, reuse planning, and community outreach are discussed below.

A key component of the City's redevelopment strategy includes mitigating the impacts of commercial and industrial use on neighborhoods within or near the target area. The *Bluffs Tomorrow 2030* plan specifically identifies objectives that form the basis for the City's South Expressway Corridor redevelopment strategy. Specifically, *Bluffs Tomorrow 2030* states the following objective: "Minimize the encroachment of and impacts from commercial areas, industrial uses, and rail corridors on adjacent neighborhoods through land use planning, screening, and buffering."

The City has identified four areas of priority for this project. The first area includes several parcels located at 12th Avenue and South Main Street adjacent to the Pottawattamie Arts, Culture and Entertainment (PACE) Hoff Family Arts and Culture Center (Hoff Center) which is between one-half and three-quarter miles from Indian Creek. The Hoff Center includes the redevelopment of the Harvester II building adjacent to the Brownfield Phoenix Award-winning Harvester Artist Lofts. The Hoff Center will create a space for aspiring artists, exhibit areas, classrooms and serve as a permanent home to the Chanticleer Community Theater and Kaneshville Symphony Orchestra, and the American Midwest Ballet (formerly Ballet Nebraska). The City expects the Hoff Center will require future expansion and/or new adjacent development and the need for additional site assessment will be necessary. Historical uses of brownfield properties in this sub-target redevelopment area from 10th Avenue to 12th Avenue and from Main Street to the South Expressway are primarily industrial and perceived contaminants of soil and groundwater would run the full spectrum from heavy metals to volatile and semi-volatile organic compounds to petroleum compounds.

A second potential redevelopment area is located directly west of the South Expressway along 16th Avenue only one-half mile from Indian Creek. This area includes numerous old, abandoned structures on a three-block stretch running east-west along both sides of 16th Avenue. This area has the potential for specialty niche-neighborhood businesses and to serve as a catalyst to neighborhood revitalization. Current use of properties in this area include vacant lots, a saloon, a former grocery store, abandoned late 1800's era two-story brick building, machine sheds, custom engine building, auto repair and machining, painting contractor, abandoned early 1900's era brick structures, and used auto sales lot. Because of the long list of varied historical uses dating back to the early 1900's the contaminants likely to be encountered include volatile organic compounds, heavy metals, and petroleum products.

A third sub-target area of the South Expressway corridor includes parcels in the southeast quadrant of the South Expressway and 16th Avenue intersection as well as an abandoned rail corridor that could serve as an extension of the current trail that traverses the target area diagonally. A wide variety of land uses occurred in this area from railroad operations to bulk oil distribution to single-family residential homes. Several abandoned or utilized properties also exist along the trail system west of the South Expressway including one large former manufacturing building with considerable parking area. This brownfield consumes a one-half block area between the trail and 22nd Avenue. The facility history included warehousing and distribution so while the nature of the property may invoke perceptions of contamination actual environmental impairments may be minor.

Lastly, the City aspires to address brownfield concerns in two large areas at the southern end of the target area north of Iowa Highway 92 and just west of the South Expressway, and only a couple blocks north of Lake Manawa. Both areas have residential uses mixed with light industrial and commercial use. Contaminant concerns in this area are also likely more perceived than they are real and include heavy metals along with semi-volatile and volatile organic compounds (solvents) from nearby large industrial manufacturing, construction and demolition waste, salvage vehicle and equipment storage, and dumping in low lying areas.

While these priority areas/sites have been identified, there are other brownfield sites within Council Bluffs which may potentially be assessed through this grant. Some of these sites are adjacent/near the Missouri River, Indian Creek (major tributary adjoining target area), and Lake Manawa.

Impact7G understands and has extensive experience with all the scope items discussed in the RFQ including:

- Cooperative Agreement Oversight;
- Inventory and Community Involvement;
- Environmental Site Assessments (ESAs) (Hazardous Substance);

- Site Specific Cleanup Planning; and
- Planning Activities.

Cooperative Agreement Oversight

Impact7G staff have provided more cooperative agreement oversight than any other consultants in the State of Iowa. Mike Fisher, your designated project manager, has been providing cooperative agreement oversight of EPA brownfield cooperative agreements since 1999. Impact7G strives to work as an integrated team member with City grant managers to provide them the data they need to achieve their CA objectives. From monthly reports that compile into complete an accurate quarterly reports to detailed ACRES data, Impact7G will be there every step of the way. Accurate quarterly reports and comprehensive annual reports are critical to both keeping the project on schedule of the multiple years of the CA as well as completing the final project closeout report.

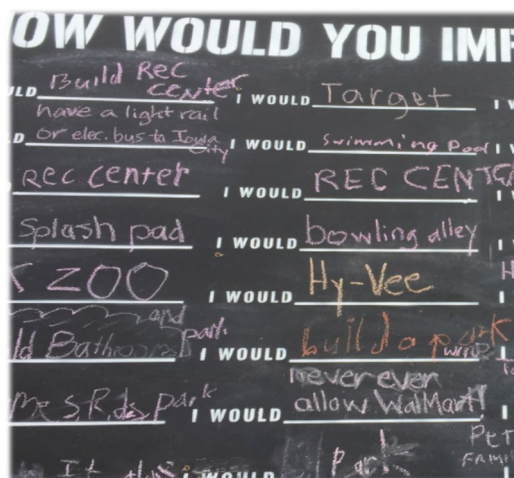
Inventory and Community Involvement



Impact7G understands the need to establish a baseline inventory of brownfield properties for the purpose of prioritizing assessment as well as understanding the ability of a property or group of properties to catalyze redevelopment or neighborhood improvement. While Impact7G worked with the City to establish an inventory and prioritize sites for the purpose of the Brownfield Assessment Grant Application there may be a need to augment the inventory for understanding potential redevelopment

catalyst sites as well as meet the needs of a changing community and neighborhoods. An example of Impact7G's brownfield inventory skills can be seen at <https://impact7g.maps.arcgis.com/apps/PublicInformation/index.html?appid=e0632065263145298f3024cb86484490>.

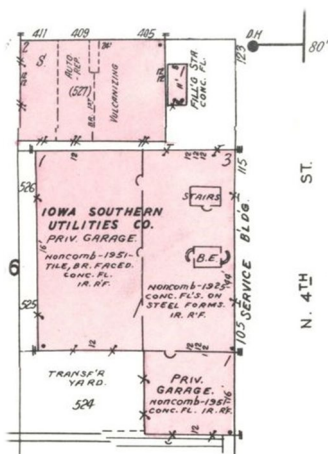
Impact7G is prepared to help the City develop brownfield program brochures on tasks and sites addressed by CA as needed. Impact7G is well versed in outreach and conducting public informational presentations and/or press events and associated materials. We can prepare and display information pertaining the South Expressway Corridor area while provide updates, including refining redevelopment plans for the area if necessary. Community involvement will include activities designed to continually engage affected citizens, elected public officials, local nonelected public officials (e.g., planning and zoning staff, health department, etc.), ancillary organizations (e.g., regional economic development organizations, utility companies, and developers, etc.), and media outlets throughout the project period. This task also includes identifying any replacement sites that may be necessary. Should the COVID pandemic conditions remain well into the CA period, Impact7G will work with the City to come up with creative and inciteful ways to engage the public. This may include virtual engagement at City Council work sessions where the message can then be dispersed to Council Member districts. For a similar project in Burlington Impact7G directed a comprehensive video highlighting the high level aspects of community redevelopment while addressing the advantages of understanding baseline environmental conditions of underutilized properties and structures. That video can be viewed on Impact7G's website, <https://www.impact7g.com/burlington-brownfields-downtown-revitalization/>, or the City's Brownfield website, <http://www.burlingtonbrownfields.com/>, which has been designed, built, and maintained by Impact7G.



Mike Fisher, the assigned project manager, has the capacity to assist with public involvement tasks as well. He has spent much of his career helping communicate EPA Brownfield program information in a clear, concise, and understandable manner to the general public. Alternatively, he may be of assistance deriving public input that can be useful for both identifying community landuse objectives and prioritizing sites for assessment. Mike has also presented at several EPA National Brownfield Conferences and the intent would be to hopefully one day present Council Bluff's success on this project to a wider National audience.

Phase I Environmental Site Assessment:

Impact7G uses standard methods to research the environmental condition of properties and professional judgment on research needs to meet the industry guidelines outlined in the American Society for Testing and Materials (ASTM) E1527-13, *Standard Practice for Environmental Site Assessments* coupled with EPA's *Rule: Standards and Practices for All Appropriate Inquiries (AAI)*. Impact7G has designed a master template for this most recent ASTM standard to provide the City with the highest quality environmental due diligence assessments.



As an environmental firm that completes an average of 20-30 Phase I and Phase II ESAs per month, the City will get some of the most experienced and efficient environmental specialists in the Country. With a staff of 40 environmental specialists spread across the country (20 of which meet the AAI Environmental Professional definition), the City will always have adequate qualified support for this endeavor. Impact7G uses the latest versions of ArcGIS and AutoCAD for preparation of site assessment prioritization models and site plans. Our staff are fluent in GIS software and we have the ability to integrate base mapping files, GIS database files, and shape files into a client's GIS system if they so desire. Our expectation is to use GIS when it has the potential to develop short and long-term project efficiencies and improved understanding and visualization of project parameters.

The following is a breakdown showing a general description of the methodology needed to complete the City's EPA CA Work Plan objectives.

The Phase I ESA process:

- The initial part of the Phase I ESA will be a document review of each property to determine the site history. Documents reviewed will include previous ESAs, Iowa Department of Natural Resources (DNR) records, land use and zoning information, aerial photographs, Sanborn maps, city directory, plat maps, index of deeds data, and abstracts of title, if available.
- Reports will also be ordered from a federal and state database "records review" information provider. These reports will provide an up-to-date regulatory status of the site and map risk sites within the ASTM search distance parameters.
- Conduct interviews with the Fire Marshall, City and/or county health department officials, and property owners regarding past and current property use.
- Conduct site reconnaissance of the subject property to investigate any or all of the following, as required:
 - Location of any known aboveground or underground fuel or bulk chemical storage tanks.
 - On-site waste disposal practices.
 - Evidence of unreported, unpermitted activities presently covered under local, state, or federal regulations.
 - Location and description of existing structures.
 - Photographs of selected areas.
 - Use and management of hazardous and petroleum material.
 - On-site presence of PCB-containing equipment.
 - Location of buried septic systems, evaporation pond, or other waste treatment units.

- Location of existing monitoring wells, drinking water wells, irrigation wells, etc.
- Evidence of vegetative distress, soil discoloration, surface subsidence, or other environmental damage, if seasonal conditions permit such observations.
- Conduct an inspection of surrounding area.
- Prepare AAI Compliant Report.
- Review report and identify possible sampling and analytical needs for Phase II ESA.

Phase II Environmental Site Assessments:

Before Phase II ESAs can commence, a Quality Assurance Project Plan (QAPP) is required for the project to ensure that defensible and quality data is collected. Impact7G understands the importance of QAPPs to document planning efforts for the collection and analysis of environmental data and provide a guide for the type and quality of data necessary for successful brownfields redevelopment. Developing and effectively using a properly prepared QAPP can result in lower costs and reduce the possibility of expensive errors. We have relied on our many years of experience with EPA Brownfields projects when developing our templates for Phase II Work Plans and QAPPs. Our templates will be used to streamline the Generic QAPP update and submittal process as well as provide the City cost efficiencies associated with these required submittals.



For the completion of Phase II ESAs, Impact7G follows ASTM E1903-11, *Standard Practice for Environmental Site Assessments: Phase II Environmental Site Assessment Process*. In addition to the ASTM Phase II ESA Standard, our Phase II ESA Work Plans are tailored by meet the guidelines, regulations, and requirements of the IA DNR. For known impacted sites, The MTS Team will design the Phase II ESA Work Plans such that sampling and analysis will be sufficient to allow smooth enrollment into the State's Land Recycling Program (LRP), if desired, as well as aid the cleanup planning and redevelopment decision-making process. As the parameters of each Phase II ESA are dependent on the results of the Phase I, it is difficult to accurately estimate fees for a Phase II ESA until a Phase I ESA is complete. Project specifics that affect budget on Phase II ESAs include: number of soil borings/monitoring wells, depth of groundwater, depth to bedrock and type of laboratory analysis.

Site Specific Cleanup Planning

In an effort to secure EPA Brownfield Cleanup funding, Impact7G expedited the development of an Analysis of Brownfield Cleanup Alternatives (ABCA) for the former Reliance Battery Factory property. The Draft ABCA was also made available for public comment. The future pace of redevelopment and implementation of the ABCA preferred alternative will depend on the availability of funding sources to address the significant amount of lead-contaminated soil.

With one ABCA completed Impact7G would work with the City to identify two additional sites for cleanup planning including assessing the advantages and disadvantages of enrollment in Iowa Department of Natural Resources (DNR) Land Recycling Program (LRP). Impact7G took one site to NFA in 2019 and is actively managing a trichlorethylene site enrolled in the LRP by the City of Maquoketa, Iowa. The Maquoketa site has involved the design and implementation of both institutional and engineering cleanup controls to achieve risk based outcomes for eventual No Further Action (NFA) certification.

Planning Activities

A well thought out and conveyed vision of site reuse in the prioritized areas of the South Expressway Corridor area is critical to attracting investment that will turn plans into reality. Impact7G has conducted intense brownfield site reuse planning in both West Branch, Iowa and Burlington, Iowa and will rely, in part, on assistance from Mountain Town Strategies, a pending woman-owned business enterprise, to help the City Brownfield Team strategically think about how



success will look as well as the means and methods by which success will be obtained or catalyzed. This task also includes, a Healthy Environment Assessment, for residents in the former Reliance Battery Factory Block area. Impact7G and Mountain Town Strategies will collaborate with the City to determine which Healthy Environment Assessment tool would be most suitable to this target or, maybe multiple tools of assessment should be applied. The Protocol for Assessing Community Excellence in Environmental Health (PACE EH) is one community involvement tool that could be employed. PACE EH offers a method for engaging communities to identify their health concerns, take action on their environmental health problems, and improve their health and quality of life.

9. Cost Detail

Impact7G provides the following outline of the proposed Scope of Services and estimated level of effort by staff category. Public records data needs for Phase I ESAs and laboratory analyses will be subcontracted. The level of effort could vary from estimates based on task specifics. The nature of this Program Scope and the complexities of any given site could entail more effort at a given staff level than another but Impact7G will work to stay within the CA budget parameters while trying to achieve CA objectives. Impact7G's estimate of cost would not exceed \$270,000, the amount allocated in the CA for contractual services. The budget would be adjusted based on client-specified needs as the project evolves.

Task	Principal in Charge	Senior Project Manager	Sr. Env. Specialist / GW Prof.	Planner/Env. Specialist II	Env. Specialist	Driller and Field Technician	Subcontractor (\$'s)	Totals Hours by Task	Totals \$'s by Task
	Hours / \$'s								
1. Project Management, Coordination, Reporting, QC	12	60	0	0	0	0	\$ -	72	\$10,020
2. Brownfield Inventory, Community Outreach	8	32	0	140	130	0	\$ -	310	\$29,950
3a. Phase I ESAs*	8	30	0	224	160	0	\$5,000	5422	\$45,210
3b. Generic QAPP**	3	10	60	20	0	0	\$ -	93	\$10,030
3c. SSSAP/Phase II ESA Work Plans and Supplemental Phase II ESA Work Plans	2	16	120	32	80	0	\$ -	250	\$24,920
3d. Phase II ESAs/Supplemental Phase II ESAs***	10	80	126	160	160	60	\$25,000	596	\$89,930
4. Analysis of Brownfield Cleanup Alternatives	4	40	120	120	0	0	\$ -	284	\$30,040
5. Site Reuse/Cleanup Planning	0	40	80	134	40	0	\$ -	294	\$29,930
Total Hours	47	308	506	830	570	60	NA	2321	NA
Rate (per hour)	160	135	105	95	85	175	NA	126	NA
Total Budget by Staff Level	\$7,520	\$41,580	\$53,130	\$78,850	\$48,450	\$10,500	\$30,000	\$270,030	\$270,030
*City to secure access agreements, Subcontractor costs associated with ordering public records data									
**Generic QAPP will be based off existing approved generic QAPP template prepared by Impact7G.									
***Equipment costs will vary based on duplicates analyzed and type of analyses (e.g., xrf, photoionization detector, onsite gas chromatograph would all differ in price.									

Staff Category	Hourly Rate
Principal	\$160
Senior Project Manager	\$135
Project Manager	\$125
Drilling Services Manager	\$110
Sr. Environmental Specialist	\$105
Environmental Specialist II	\$95
Environmental Specialist I	\$85
Drilling Technician	\$75
Field Technician	\$65
Intern	\$50
Training Coordinator	\$85
Office Manager	\$120
Administrative Professional I	\$65
Administrative Professional II	\$75

Impact7G prides itself on providing reasonable bill rates to all our clients by keeping a modest overhead. This allows us to reward our employees and provide our clients with the most cost-effective solutions in the State of Iowa. On average, Impact7G can typically accomplish 20–30% more than our competitors due to our relatively flat corporate structure and low overhead. This can result in a significant amount of additional consultation, report review, and coordination for this project over its three-year life. Impact7G has an established hourly billing rate structure for the various staff classifications. These hourly rates incorporate overhead, administration, fee and other indirect costs. Direct costs that are billed separately include mileage, per diem for meals and lodging if needed, and field supplies, etc. The proposed billing rates would be maintained for the duration of the three-year grant, unless modified by the City and the consultant through mutual agreement in writing.

Reimbursable Expenses

1. All materials and supplies used in the performance of work will be billed at cost plus 15%.
2. Auto mileage will be reimbursed per the standard IRS mileage reimbursement rate.
3. Charges for sub-consultants will be billed at their invoice cost plus 15%.
4. All other direct expenses will be invoiced at cost plus 15%.

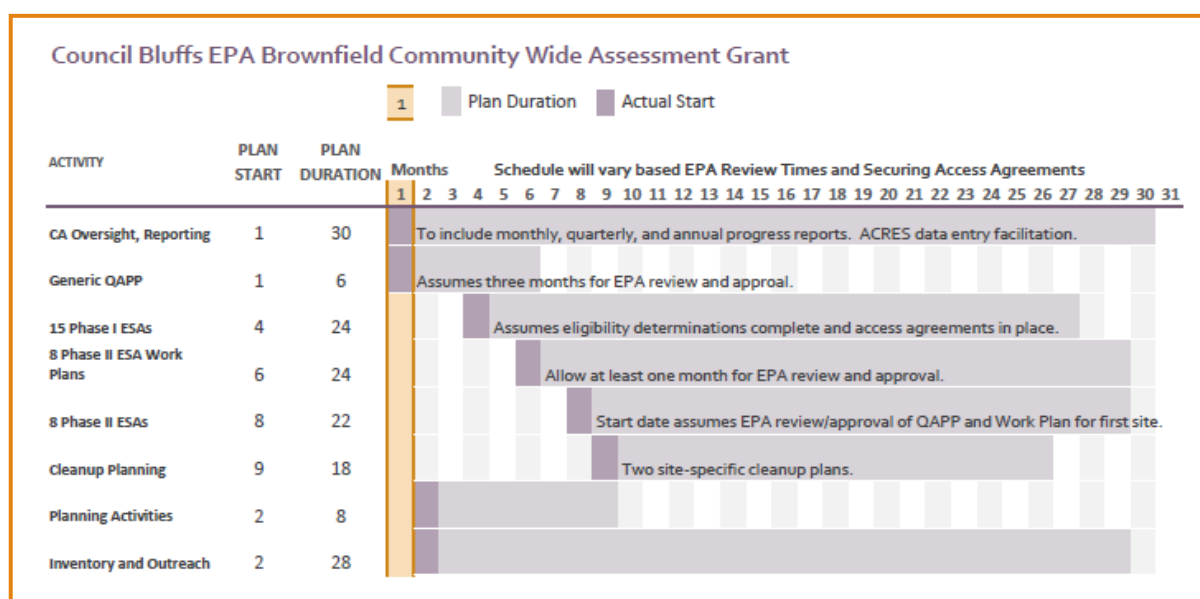
The cost for field and drilling equipment that will be employed for Phase II ESA activities are as follows:

Field Work Expense Sheet			
Equipment Name	Equipment ID#	Rate	Weekly Rate
RAE 11.7eV PID in Pelican Case (SVOC)	1000	\$ 80.00	\$ 370.00
RAE 10.6eV PID in Pelican Case (VOC)	1046	\$ 75.00	\$ 340.00
Heron Oil/Water Interface Probe (60')	1001	\$ 30.00	\$ 125.00
Solinist Water Meter (100')	1002	\$ 25.00	\$ 110.00
Depth to water Meter	1011	\$ 25.00	\$ 110.00
GAST Vacuum Pump	1003	\$ 30.00	\$ 125.00
YSI Temp/Dissolved Oxygen Meter	1004	\$ 10.00	\$ 45.00
Oakton pH/Conductivity ORP Meter	1005	\$ 20.00	\$ 90.00
RAE "Dräger" Monitor Pump	1006	\$ 20.00	\$ 90.00
Dwyer Magnehelic Gauges (x5)	1007	\$ 40.00	\$ 180.00
Vapor Pin Kit	1008	\$ 10.00	\$ 45.00
Wetland Probe	1009	\$ 10.00	\$ 45.00
Spotting Scope	1010	\$ 80.00	\$ 370.00
XRF Analyzer	1013	\$ 225.00	\$ 1,000.00
Field Analyzer for XRF	1014	\$ 50.00	\$ 250.00
Noise Dosimeters (x5)	1017	\$ 25.00	\$ 100.00
4 Gas Meter	1018	\$ 80.00	\$ 370.00
5 Personal Air Monitoring Pumps	1012	\$ 25.00	\$ 100.00
Fall Protection harness	1019	\$ 15.00	\$ 70.00
Airo Silis Bio Pump (mold)	1020	\$ 25.00	\$ 100.00
Humidity Moisture Gage	1021	\$ 35.00	\$ 160.00
Humidity Meter	1022	\$ 15.00	\$ 70.00
Survey Tripod and Rod	1024	\$ 50.00	\$ 225.00
Metal Detector	1026	\$ 25.00	\$ 110.00
Hand Auger kit	1028	\$ 60.00	\$ 275.00
Hand Auger and case	1045	\$ 80.00	\$ 370.00
ATV w/ Trailer	N/A	\$ 175.00	\$ 800.00
Misc Hand Tools	N/A	\$ 15.00	\$ 70.00
Tyvek Suit	each	\$ 5.00	\$ -
Disposable Air Cartidges	each	\$ 5.00	\$ -
Disposable Bailers (1")	each	\$ 5.00	\$ -
Disposable Bailers (2")	each	\$ 7.50	\$ -
		\$ -	\$ -

Drilling Expense Sheet		
GeoProbe Unit-6712		
Item	Rate	Unit
Temporary Piezometer ¼ inch	\$25.00	Foot
Soil Boring and backfill	\$15.00	Foot
Expensible Drive Points	\$15.00	Each
CME Auger Drill Rig		
Item	Rate	Unit
Soil borings and backfill	\$15.00	Foot
Temporary Monitor Well	\$25.00	Foot
Monitoring Well	\$28.00	Foot
Bedrock Drilling-Monitoring Well (Air Rotary)	\$50.00	Foot
Decontamination	\$250.00	Day
Air Compressor Rental for Air Rotary	Current Rent	Day
Geotech Soil Borings	\$15.00	Foot
Casing for Geotech Borings	\$10.00	Foot
Other Rates		
Item	Rate	Unit
Mobilization from Panora, IA (per Mapquest)	\$250.00	Hour
Per Diem – 2 man crew	\$350.00	Day
Standby Time – 2 man crew	\$250.00	hour
Environmental Specialist	\$85.00	Hour
Peristaltic Pump	\$250.00	Day
Flush Mounted Manway	\$175.00	Each
Stick-Up Manway	\$350.00	Each

10. Project Timeline

The proposed schedule will vary depending on the completion of the detailed items discussed in the Section 8 (Project Understanding and Scope) of this Proposal. The key with successfully implementing EPA CAs is to plan on EPA reviews of QAPPs and Phase II ESA Work Plans taking several months. In anticipation of EPA review times, Impact7G will hit the ground running with preparation of a Generic QAPP for the project and submit that to the City for EPA submittal as soon as possible. We will then follow with site specific sampling and analysis plans also referred to as Phase II ESA Work Plans once Phase I ESAs recommending intrusive investigation are completed. While EPA reviews are occurring we can be working on the site prioritization, site eligibility determinations, and obtaining access agreements. Impact7G has ample staff as well as cross-trained professionals to allow flexibility in the timing of completion of various tasks as needed. A very general idea of schedule is presented in the Grant Chart below and is predicated on completing the objectives of the CA within approximately 30 months from a notice to proceed, within the CA expiration deadline of September 30, 2023.



11. Firm Availability and Capacity

As an Iowa based small business specializing in community redevelopment, Impact7G has assembled a team of individuals that are not only extremely qualified to complete this significant brownfield redevelopment project, but a team that is extremely passionate about ever-changing opportunities to promote more sustainable communities and neighborhoods. We are dedicated to actively promoting land revitalization and site reuse. Impact7G staff work closely with government agencies at the local, state, and federal levels, as well as external partners on a daily basis. Sharing best practices with the public and government employees, completing assessments and cleanups of neighborhoods and properties, and working with communities to envision redevelopment of remediated land, Impact7G remains 100% committed to successful results beyond the assessment phases of this project.

All key staff provided by Impact7G for this project meet or exceed the definition of “Environmental Professional” established under the All Appropriate Inquiries Rule. This definition includes: persons who possess sufficient specific education, training, and experience necessary to exercise professional judgment to develop opinions and conclusions regarding the presence of releases or threatened releases to the surface or subsurface of a property. All of Impact7G’s key staff proposed to perform work under this engagement possess the required education (baccalaureate or higher degree in the requisite discipline), 10 or more years of full-time relevant experience and/or licensing to qualify as a “Environmental Professional.”

Impact7G remains schedule focused on all of the brownfield projects the company is involved with. In some cases we accelerated assessments at Impact7G's payment risk in advance of EPA Work Plan approval to meet client property transaction and reuse objectives. Impact7G personnel were also responsible for the fastest EPA Cleanup in Region 7 History and closed out a grant in Maquoketa, Iowa a year ahead of schedule. We even established our own drilling division simply because subcontracting drillers on brownfield Phase II ESAs can result in project delays. Our own asbestos laboratory also provides schedule efficiencies. Impact7G takes client service and schedules very seriously and will do all we can to avoid or prevent delay in expected service delivery.

Impact7G's ability to hire and train highly competent staff all while effectively managing multiple year complex projects as well as a large volume of small projects has been the Company's biggest asset. By providing a desirable work environment for all staff, Impact7G has had excellent employee retention, which has allowed us to handle multiple, concurrent projects. This has also helped our efficiency on projects. Little to no turnover within our organization has allowed us to cross train nearly all of our employees. Whether it is completing AAI compliant Phase I ESAs, asbestos inspections or underground storage tank investigations, we will always have staff available to meet City's project needs. Specializing in brownfields redevelopment services and contaminated sites investigation and cleanup, Impact7G owns a contingent of vehicles and equipment needed to conduct assessments, complete soil boring, install groundwater monitoring wells, and sample soil, water, vapor, asbestos, and lead-based paint.

Impact7G focuses almost exclusively on environmental planning and redevelopment with 90% of that work involving management of contamination concerns on properties. Our 40-person staff is well qualified and equipped to handle up to 10 EPA brownfield cooperative agreement (CA) projects simultaneously. In 2018, we closed out two EPA brownfield projects of five active EPA projects we have been contracted to assist with, allowing us considerable capacity to manage additional projects. In 2019 we closed out a \$400,000 contract related to an EPA Brownfield Coalition Grant. We are continuing to assist Burlington and Keokuk with EPA Assessment Grants and Fort Dodge with a EPA Cleanup Grant.

We generally have several UST projects and periodic lead and asbestos investigations going on throughout any given month but these projects tend to require much less labor hours than EPA brownfield projects. Our Burlington, Iowa EPA Brownfield Area Wide Planning project concluded last year which created additional capacity. We have been working on several State-funded smaller site brownfield projects and we do anticipate those projects taking a small amount of our available capacity.

Within any one EPA brownfield program contract we can handle completing multiple assessments at one time. Typically, we complete 20-30 Phase I ESAs, multiple Phase II investigations, and a variety of other tasks each month. Impact7G has more Iowa brownfield management and investigation capacity than most large engineering firms and our existing staff assigned to this project have ample availability to see that the City's EPA CA objectives are met. Within the parameters of City CA work plan objectives, Impact7G's ample contaminated sites staff have sufficient availability to handle brownfield cleanup technical assistance in several communities at once.

For the EPA Brownfield Coalition Assessment Grant that was closed out in 2019, Impact7G has completed the generic QAPP, Phase I ESAs for 21 parcels, Site Specific Work Plans for 17 parcels, Phase II ESAs for 17 parcels, geophysical survey and clean up planning tasks on 3 properties, and 11 Supplemental Phase II ESAs. We are confident that our work products met client expectations and will accomplish the same for Council Bluffs. Impact7G will provide expeditious project completion and will prioritize the City's needs for project scheduling.

Impact7G has met all EPA and Iowa DNR quality requirements for deliverables produced for the EPA Brownfield Assessment Program projects. We will continue to provide superior quality to the City EPA Brownfield Grant Program. Impact7G, as a niche environmental company, produces these quality documents at some of the lowest costs in the State of Iowa. We look for cost efficiencies whenever possible either in terms of mobilization efforts or combining multiple properties in one Phase I or Phase II ESA when possible.

12. Conclusion

We are proud to be able to assist the City with this significant redevelopment effort and look forward to being a part of improving, enhancing, and revitalizing Council Bluffs. Impact7G staff have helped numerous communities throughout Iowa achieve their community redevelopment goals over the past 22 years and we have worked closely with EPA Region 7 and Iowa DNR staff throughout. Our specialists are available to evaluate the various funding opportunities that exist for the City as the Council Bluffs's brownfield redevelopment initiatives evolve. We have had great success in assisting clients leverage their existing funding to obtain additional assessment, cleanup or redevelopment funds. Our industry knowledge, understanding of the EPA Brownfield process and specialized experience in the fields of petroleum and hazardous materials investigation and cleanup will keep this project running smoothly in a cost effective fashion. The outlined project team is ready to begin working at moment's notice and is eager to prove themselves as a valuable asset to the City. In conclusion, we believe that Impact7G's range of experience on EPA brownfield projects and our in-house capabilities will provide you with the best expertise and most cost effective service available in Iowa.



Ms. Denise Redmond, Housing & Economic Development Planner
City of Council Bluffs
209 Pearl Street
Council Bluffs, Iowa



Letter of Transmittal: Request for Qualifications
for EPA Brownfield Hazardous Substances Assessment Grants
City of Council Bluffs, Iowa

Dear Ms. Redmond:

Blackstone Environmental is pleased to present this proposal to provide environmental consulting services to the City of Council Bluffs. Selection of our team guarantees innovative ideas, value, and an exceptional level of customer service. Project manager Emily Smart has executed environmental work in Iowa for the past ten years for federal, state, and municipally-funded projects, earning accolades from Iowa Department of Natural Resources (IDNR) and United States Environmental Protection Agency (USEPA) Region 7 staff. Locally, Emily managed the Former Katelmann Foundry EPA Cleanup Grant in the City of Council Bluffs through the Iowa Land Recycling Program completion.

We have partnered exclusively with Thiele Geotech, Inc. to bring you a large team with a local presence, and geographic proximity to Council Bluffs. Our full-service staff is one phone call away for Brownfields initiatives and beyond as the you undertake new projects. Our diverse team will support the City with our deep bench strength to take any project from beginning to end, on-time and on-budget.

With decades of Brownfields experience, this team boasts nine geologists, environmental scientists, engineers, Geographic Information System (GIS) specialists, Certified Groundwater Professionals (CGPs), hydrogeologists, and chemists. We pride ourselves on responsiveness. We are available 24 hours a day, 7 days a week to mobilize to project sites and to answer questions. Our commitment to proactive project management means that we are always available to you, to the IDNR, and to the USEPA.

Effective communication is a major factor in the success of every project, particularly in the context of federal Brownfields grants where community involvement can make a measurable difference in a grantee's success. Property owners can be very intimidated by environmental work. We have participated in many public meetings, council meetings, stakeholder property prioritization, and visioning sessions on redevelopment planning in extremely successful public outreach efforts on dozens of federal grants. The ability to answer the public's questions on the environmental processes in a clear and concise manner contributes immensely to Brownfields redevelopment success stories, which are a point of pride for all of us!

Thank you for your time in consideration of our proposal.

Respectfully,

A handwritten signature in blue ink that reads 'Emily Smart'.

Emily Smart, CGP, PG, Senior Project Manager
Blackstone Environmental, Iowa City, Iowa

A handwritten signature in black ink that reads 'Jeremy Davis'.

Jeremy Davis, PG, Project Geologist
Thiele Geotech, Omaha, Nebraska



Statement of Qualifications

EPA Brownfield Hazardous Substances Assessment Grants, City of Council Bluffs, Iowa

Presented By:

Blackstone Environmental

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Thiele Geotech

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November 25, 2020



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Appendix A: Project Profiles

Appendix B: Contractor Certifications





2.0 Firm History

Blackstone Environmental Profile

Blackstone Environmental is an employee-owned environmental engineering and consulting firm headquartered in Overland Park, Kansas, with offices in Iowa, Illinois and Missouri. The Blackstone team has extensive experience providing turnkey environmental services for clients throughout the Midwest.

Blackstone, established in 2010, is founded on the principles of value, innovation, results, quality and responsiveness, and our highly qualified staff represents a consortium of engineers, geologists and scientists with experience in both private and government sectors.

Blackstone is an SBA-Certified Small Business, and one of Kansas City Business Journal's top 250 private companies ranked by revenue in 2019.

Thiele Geotech Profile

Thiele Geotech (TG) is a consulting engineering firm specializing in geotechnical, material, and environmental engineering. Headquartered in Omaha, Nebraska, TG was founded in 1996 on the principles of client service and quality engineering practice. Since then, TG has worked on over 15,000 individual projects. Thiele Geotech, Inc.'s principals draw from over 120 years combined experience on thousands of projects in these specialized fields.

TG is proud to be founded in Omaha, Nebraska and take pride in giving back to the community in which we serve. TG operates its own drilling fleet of seven drill rigs. Capabilities include state of the art direct-push technology and insitu CPT testing. Thiele Geotech, Inc. performs a broad range of environmental services. TG and its professional staff are experienced in Phase I and II Environmental Site Assessments, which are performed in conjunction with real estate transactions. The firm also conducts site assessments for contaminated industrial and commercial facilities, develops and designs remedial strategies to clean contaminated soil and ground water and provides environmental drilling services throughout the Midwest.

3.0 DBE Status

Blackstone Environmental does not have Disadvantaged Business Enterprise status, however working with minority- and women-owned businesses is important to our organization. See more about our vendors in the following section. Our subcontracting partner for Task 5. Planning Activities is Saiki Design, a WBE. Certification can be found in the Attachments.





4.0 Project Team Description

The following organizational chart, project leader resume, and project team resumes highlight team members and their roles. While each staff member has been selected for their unique experience and expertise, there is significant overlap to allow key personnel to serve in multiple roles.

City of Council Bluffs, Iowa

Blackstone Principal Michael Kukuk, PG

Blackstone Senior Project Manager/Project Lead Emily Smart, CGP, PG

Thiele GeoTech

Project Lead/Project Manager Jeremy M. Davis, PG
Project Manager Donna S. Matlock, PG
Project Manager Robert T. Miller

Drilling and Scientific Support Staff:
Jeremy M. Kendle, GIT; Robert Miller
(Iowa Driller's License #4065); and
Dan Morrissey (Iowa Driller's License #11060)

Blackstone

Senior Project Manager Krista Brodersen
Senior Chemist Anne Melia, CHMM
Senior Geologist Lindsay E. James, RG
Senior Engineer Kyle Kukuk, PE

Scientific and Support Staff:
Austin Quick, EIT; Mat Edwards PG; Tyler Sundell;
and Megan Ostrand

Subcontractors: AMI Environmental, TestAmerica Eurofins, and Saiki Design

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Emily Smart, Senior Project Manager/Project Lead, CPG, PG

Education

M.S. Geoscience, University of Iowa, 2008

B.S. Geoscience, University of Iowa, 2003

Certifications

- Certified Groundwater Professional: Iowa
- Licensed Geologist: Washington
- Professional Geologist: Illinois
- 40-HR HAZWOPER
- CPR and First Aid

Work History

Blackstone Environmental,
Senior Project Manager,
2018 – present

HR Green, Inc., Project
Manager, Project
Geologist, 2013 – 2018

SCS Engineers, Project
Geologist, Staff Geologist,
2009 – 2013

Tetra Tech EMI,
Environmental Scientist,
2008

*Iowa Department of
Natural Resources,*
2001 – 2004

Affiliations

- Member, Environmental Professionals of Iowa
- Member, Iowa Groundwater Association
- Member, National Groundwater Association
- Member, ISOSWO

2009 400th Street SW, Oxford, Iowa 52322

319.331.1577, esmart@blackstone-env.com

PROFESSIONAL EXPERIENCE

Ms. Smart is a professional geologist and certified groundwater professional with more fifteen years of environmental consulting experience including EPA and State of Iowa-funded Brownfields redevelopment projects, Phase I and Phase II ESAs, environmental cleanups, wetland delineation, underground storage tank closures, and RBCA assessments, and hydrogeological assessment. Stakeholder coordination, client communication, and technical writing are Ms. Smart's greatest strengths as a leader. As a Senior Project Manager with Blackstone, she has leveraged these abilities to earn the trust of clients and win competitive pursuits with diverse team skill sets.

The USEPA awarded Ms. Smart the LEAFS Award in April 2018 for excellence in site reuse for the construction of the Jule Operations & Training Center at the former Peoples Natural Gas Co Superfund Site. EPA Superfund Project Manager Diana Engeman observed that "Nobody understands Superfund redevelopment like Emily Smart". In 2015, her team's work on the International Harvester EPA Cleanup Grant was honored with the Phoenix Award for Brownfields Redevelopment at the National Brownfields Conference in Chicago, Illinois.

RELEVANT RECENT PROJECT EXPERIENCE

EPA Brownfields Assessments Grants:

- Dubuque County Iowa: ECIA EPA Assessment Grant
- Dubuque, Iowa: Hazardous Substance and Petroleum EPA Assessment Grants
- Waterloo, Iowa: Hazardous Substance and Petroleum EPA Assessment Grants
- Oskaloosa, Iowa, Hazardous Substance and Petroleum EPA Assessment Grants
- Ottumwa, Iowa, Hazardous Substance and Petroleum EPA Assessment Grants

EPA Environmental Justice Grant:

- Waterloo, Iowa: Environmental Justice Grant, Chamberlain Manufacturing Facility



EPA Brownfields Cleanup Grants:

Involved state cleanup programs, quality assurance project plans, analysis of Brownfields cleanup alternatives, green cleanup design, and site remedy execution.

- Blum East, City of Dubuque, Iowa – Scrapyard with lead in shallow soil at 10,500 ppm
- Blum West 1, City of Dubuque, Iowa – Scrapyard with PCBs in shallow soil at 9 ppm
- Blum West 2 City of Dubuque, Iowa – Scrapyard with PCBs in shallow soil at 9 ppm
- Katelmann, City of Council Bluffs, Iowa – Former foundry with PAHs and heavy metals in soil
- International Harvester, City of Council Bluffs, Iowa – Former foundry with PAHs and heavy metals in soil

Designated Environmental Consultant: City of Dubuque, Iowa

- Upper Bee Branch Creek Restoration Project – contaminated soil sampling and fate design
- Bee Branch Creek Restoration Project and Superfund flow model project direction
- Peoples Natural Gas Superfund Site redevelopment to the Jule Operations and Training Center
- Morrison Brothers former foundry – PAHs and heavy metals in soil, free TH on groundwater
- Hazardous Materials Inventory, Blum site – corroded (full) 76 lb. mercury shipping flasks
- Hazardous Materials Inventory, Bowling and Beyond – preparation for mixed use redevelopment
- Hazardous Materials Inventory, S&K – Undesirable land use in Historic Millwork District
- Hazardous Materials Inventory, Morrison – Undesirable land use along Upper Bee Branch Creek
- Phase I and/or Phase II ESA, S&K Building, Keystone Road, University Ave., Colts Building, Morrison Brothers, McFadden Family Partnership
- Tank Closures/Tier I RBCA, Dubuque Fire Equipment, Multicultural Family Center

Private Client Work

- Private Client Superfund Site – Client pursuing delisting of site and cleanup through LRP
- Flexsteel, Industries, Inc. – Phase II ESA and Hazardous Materials Inventory
- Kineth Hospitality – Phase I and Phase II ESAs, Hotel Operators, Owners
- Meridian Holdings – Property Acquisition Firm, Accidental Landfill Purchase

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Krista Brodersen, Senior Project Manager

Education

B.S. Environmental Science,
Southern Illinois University,
1996

Certifications

- 40-HR HAZWOPER
- 8-HR HAZWOPER
- CPR and First Aid

Work History

Blackstone Environmental,
Senior Project Manager,
2019 – present

Terracon Consultants,
Senior Project Manager,
2013 – 2019

Union Bank,
Assistant Vice President,
2010 – 2013

Ninyo & Moore,
Senior Project Manager,
2003 – 2010

ATC Associates,
Senior Staff Scientist,
2001 – January 2003

*American Integrated
Services,* Assistant
Project Manager,
March 2001 – July 2001

Ceres Associates,
Environmental Specialist,
1999 – 2001

514 17th Street, Box, 206, Moline, Illinois 61265
309.798.3487, kbrodersen@blackstone-env.com

PROFESSIONAL EXPERIENCE

Ms. Brodersen has more than 21 years of environmental consulting experience including Phase I ESAs, Phase II Investigations, environmental cleanups, remediation system installation and monitoring, Brownfields, indoor air quality investigations, NEPA compliance, underground storage tank closures, and RBCA assessments. She has conducted work under the Illinois Environmental Protection Agency (IEPA), Iowa Department of Natural Resources (IDNR), Region 7 of the Environmental Protection Agency (EPA), California Underground Storage Tank (UST) Cleanup Fund, the California Regional Water Quality Control Board (CRWQCB), California Department of Toxics and Substances Control (DTSC), the California Integrated Waste Management Board (CIWMB), and various voluntary remediation programs and Brownfields programs. She manages public, private, and industrial sector clients.

RELEVANT RECENT PROJECT EXPERIENCE

Phase I Environmental Site Assessments: Ms. Brodersen has been responsible for performing and reviewing Phase I ESAs under the provisions of ASTM E-1527-05 and ASTM E-1527-13. The Phase I ESA reports were conducted for various financial institutions, government agencies, land developers, and private buyers. Sites have included residential, commercial, and industrial properties. Ms. Brodersen has completed more than 300 Phase I ESAs in Iowa since 2013.

Phase II Investigations: Ms. Brodersen has managed and conducted Phase II subsurface investigations for industrial, commercial, and residential properties. She has experience pertaining to soil, groundwater, and soil vapor impacted by various contaminants including petroleum hydrocarbons, chlorinated and non-chlorinated solvents, pesticides, polychlorinated bi-phenyls (PCBs), and Resource Conservation and Recovery Act (RCRA) metals. The investigations have included sampling and profiling of excavated contaminated soil for off-site disposal at licensed facilities. Ms. Brodersen has completed more than 100 Phase II Investigations in Iowa since 2013.

EPA Cleanup Grants West Blum 1 and 2, Dubuque, Iowa: A Sampling and Analysis Plan (SAP), Quality Assurance Project Plan (QAPP), and Soil and Groundwater Management Plan (SGMP) were prepared and submitted to EPA. Additionally, EPA Exposure and Fate Assessment Screening (E-FAST) Tool was prepared for disposal of PCBs. Quarterly updates uploaded to Assessment, Cleanup, and Redevelopment Exchange System (ACRES) online database.



Blackstone Project Team

Education

University of Kansas

B.S. Geology, 1983

M.S. Environmental

Health Science, 1987

Licenses

Professional Geologist

- Kansas
- Missouri

Industry Experience

37 years

Founded Blackstone

2010

Michael S. Kukuk, PG, Principal-in-Charge

mkukuk@blackstone-env.com

As Principal-in-Charge at Blackstone, Mr. Kukuk oversees contract management and serves as a technical resource for Blackstone staff. Mr. Kukuk has more than 30 years of experience in the environmental engineering consulting field and in 2002 was one of the original founders of a successful environmental engineering company in Overland Park, Kansas. In 2010, he founded Blackstone Environmental, Inc.

His environmental consulting experience has spanned many technical fronts and has focused primarily on providing solid waste, hydrogeological and remedial design services to clients. He is closely involved in both the technical aspects of remedial investigations and landfill technologies.

Education

University of Kansas

M.S. Environmental Health
Science, 1987

B.A. Chemistry, 1985

Certifications

- Certified Hazardous
Materials Manager
- 40-HR HAZWOPER

Industry Experience

23 years

Anne Melia, CHMM, Senior Project Manager/Senior Chemist

amelia@blackstone-env.com

Ms. Melia serves as a Senior Project Manager and Senior Chemist for Blackstone. She reviews and validates analytical data associated with tasks to ensure they meet project specific requirements. Ms. Melia also serves as the Blackstone Health and Safety Program Director and is the Contract Manager for our Environmental Services Contract with the City of Kansas City, Missouri.

She has more than 20 years of experience in providing environmental consulting services to a wide variety of public, private and industrial sector clients. Her project experience includes Phase I and Phase II ESAs; Superfund program activities; RCRA Subtitle C and D permitting; environmental compliance and monitoring; environmental data validation and statistical analysis; field analytical analysis; National Pollutant Discharge Elimination System (NPDES) permitting; preparation of Spill Prevention, Control and Countermeasures Plans (SPCC); and hazardous waste determinations. Her project experience relevant to this contract includes groundwater compliance and monitoring, environmental data validation and statistical analysis, field analytical analysis and closed landfill assessments.

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Education

University of Iowa
M.S. Geoscience, 2007
B.A. Geoscience, 2004

Licenses

Professional Geologist

- Kansas
- Missouri
- Arkansas

Industry Experience

16 years

Lindsay E. James, RG, Senior Project Manager/Senior Geologist

ljames@blackstone-env.com

Ms. James serves as a Senior Project Manager and Senior Project Geologist for Blackstone. Ms. James is a licensed Professional Geologist in Kansas, Missouri and Arkansas and is responsible for managing projects completed for Blackstone, including client communication, supervising sampling activities, coordination with the analytical laboratory and regulatory personnel, and report preparation.

Ms. James has 14 years of experience providing geological, groundwater, and environmental consulting services to government and private clients and working in the regulatory community. She has managed and conducted a wide variety of environmental projects with particular emphasis on groundwater compliance and hydrogeological site characterization. Her experience includes groundwater compliance reporting and statistical analysis; designing monitoring plans and well networks; fate and transport evaluations including preparation of alternate source demonstrations, assessment monitoring plans and groundwater modeling; and completing complex hydrogeological site characterizations. She has participated in all aspects of groundwater compliance projects from sampling to report preparation to project management at more than 17 open and closed landfills throughout the Midwest.

Education

University of Kansas
M.S. Engineering
Management, 2016
B.S. Civil Engineering, 2009

Registrations

Professional Engineer

- Kansas
- Missouri
- Colorado
- North Dakota
- Iowa
- Oklahoma
- Nebraska
- Arkansas
- Minnesota
- New Mexico

Kyle Kukuk, PE, Senior Project Manager/Senior Engineer

kkukuk@blackstone-env.com

Mr. Kukuk currently serves as a Senior Project Manager for Blackstone Environmental. His duties include engineering design and project management for environmental services in the Midwest region. He has been responsible for a variety of civil and environmental engineering tasks, including landfill design and management, streambank stabilization and erosion protection, construction management, landfill CQA, stormwater management, groundwater sampling and analysis, hydraulic modeling, water resource planning, flood protection, and wastewater permitting and design. Mr. Kukuk has over 10 years of experience as a project engineer and intern in environmental engineering and water resources.

Mr. Kukuk's project experience includes an assortment of solid waste and water resources projects in the areas of landfill cell and cap design, landfill gas collection system design and construction, landfill CQA, leachate management and treatment,

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Education

University of Kansas
B.S. Civil Engineering, 2016
B.S. Atmospheric Science,
2011

Registration

Engineer in Training
Materials Manager
• Kansas

Industry Experience

4 years

Austin Quick, Project Engineer

aquick@blackstone-env.com

Mr. Quick serves as a Project Engineer for Blackstone Environmental. Since joining Blackstone in 2016, he has worked on landfill design engineering, construction quality assurance, water resource engineering, streambank stabilization, stormwater management, site development, survey data collection and processing, construction permitting, air permitting and odor remediation projects.

Mr. Quick also has experience developing numerical models to investigate and simulate air pollution transport; groundwater flow and contaminant transport; leachate and landfill gas generation; and long-term projection of landfill project funding.

Education

University of Kansas
M.S. Geology 2016
Emporia State
B.S. Earth Science 2014

Registration

Intern Geologist, Kansas

Industry Experience

4 years

Mat Edwards, Environmental Geologist

medwards@blackstone-env.com

Mr. Edwards will serve as sampling technician/field geologist for this project, working closely with Blackstone's Project Manager and analytical subcontractor. During his time at Blackstone, Mr. Edwards has been involved in a wide variety of environmental projects including groundwater sampling and reporting; groundwater well installation; lithologic logging and boring/cross-section interpretation; and hydrogeological site characterization.

While at the University of Kansas, Mr. Edwards conducted research focusing in geochemistry and geobiology, particularly in association with carbonates and metal transport.



Education

Missouri State University
M.S. Geospatial Science,
2018

Missouri University of
Science and Technology
B.S. Geology and
Geophysics, 2016

Industry Experience

2 years

Tyler Sundell, Environmental Geologist

tsundell@blackstone-env.com

Mr. Sundell serves as an Environmental Geologist for Blackstone. His field project experience includes groundwater quality monitoring at multiple Kansas Department of Health and Environment sites and regional municipal solid waste landfills.

During his time with Blackstone, Mr. Sundell has been involved with a wide variety of environmental projects, including groundwater sampling and reporting; Quality Assurance of Green House Gas Emissions and Air Pollutant regulations; and Emergency Response and Community Right to Know (EPCRA) reporting. While at Missouri State University, he conducted research focusing on isotope geochemistry and volcanology.

Education

North Dakota State
University
M.S. Soil Science, 2019
B.S. Natural Resources
Management, 2017

Industry Experience

1 year

Megan Ostrand Environmental Scientist

mostrand@blackstone-env.com

Ms. Ostrand serves as an Environmental Scientist for Blackstone. As part of the Blackstone team, she focuses on soil classification and investigation activities, groundwater monitoring and statistical analysis, and landfill construction quality assurance.

During her time with Blackstone, Ms. Ostrand has been involved with a wide variety of environmental projects, including, groundwater sampling and reporting, GIS work for environmental site assessments and risk assessment calculations.

She holds a Master of Science in Soil Science and a Bachelor of Science in Natural Resources Management both from the North Dakota State University (NDSU). While at NDSU, she conducted research on surface coal mine reclamation and the effects of superabsorbent polymers on soil physical properties.

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Jeremy M. Davis, P.G.

EDUCATION:

Bachelors of Science in Geology, University of Iowa, 2006

Masters of Science in Geology, University of Alaska Fairbanks, 2021

REGISTRATIONS:

Professional Geologist-
Nebraska and Kansas
AIPG Certified Geologist
Radon Measurement
Specialist - Nebraska
Water Well Monitoring
Technician
Nebraska Well Drilling
Contractor
South Dakota Well
Drillers License
Missouri Well
Drilling Permit

**PROFESSIONAL
AFFILIATIONS:**

Society of Concrete
Petrographers

Geological Society of
America

American Institute of
Professional Geologists

Nebraska Geological
Society

Association of
Engineering Geologists

Mr. Davis is currently a Project Geologist and Petrographer for Thiele Geotech, Inc. Mr. Davis is primarily responsible for researching and completing environmental engineering projects. These projects typically include Leaking Underground Storage Tank (LUST) sites, Phase I/II environmental site assessments (ESAs), and remedial action sites (Tier I, Tier II, and Voluntary Cleanup Program - VCP).

Mr. Davis' experience in environmental projects includes initiating site investigations, determining field geologic settings, well development, in-situ aquifer testing, field surveying, compilation of data on environmental sites and report preparation. Other duties include assisting with the drilling of exploratory soil borings and monitor well installations.

Mr. Davis has been involved in multiple levee related projects for the USACE as a Professional Geologist, relief well installation inspector, and conducting pump testing on new installations.

Projects:

Carriage Cleaners Phase I & Phase II, Bellevue, NE – Conducted Phase II ESA that lead to EPA Time-Critical Action. This work included soil, groundwater, soil gas, and ambient air sampling.

CHI Health Phase II, Council Bluffs, IA – Conducted Phase II ESA leading to VCP remedial action. This work included soil, groundwater, soil gas, and ambient air sampling. Development of remedial action work plan approved by IDNR and implementation of engineering controls serving at-risk population.

Baker Square Phase Phase II, Omaha, NE – Conducted Phase II ESA leading to VCP remedial action. This work included soil, groundwater, soil gas, and ambient air sampling. Development of remedial action work plan approved by NDEE and implementation of engineering controls.



Donna S. Matlock, P.G.

RESUME

EDUCATION:

BS Geology/1990
University of Nebraska
at Omaha

REGISTRATIONS

Certified Professional
Geologist - American
Institute of Professional
Geologists

Professional Geologist –
Nebraska, Missouri

ASBOG Certified

PROFESSIONAL

AFFILIATIONS:

American Institute of
Professional Geologists

Nebraska Geological
Society

Geological Society of
America

Ms. Matlock is a Senior Project Geologist for Thiele Geotech, Inc. She has over 25 years' experience conducting environmental investigations for Phase I/II Environmental Site Assessments (ESAs), Leaking Underground Storage Tanks, and CERCLA projects. Many of the studies in recent years are for redevelopment projects where the properties are impacted or perceived to be adversely impacted from historical uses. Ms. Matlock is able to provide guidance for potential redevelopment of these site based on the desires of the client and the disposition of the property.

Ms. Matlock has conducted hundreds of ASTM Phase I ESAs and has responsibility for determining project research requirements, regulatory data interpretation, quality control/quality assurance, and client relations.

Ms. Matlock also has experience completing UST closure reports, Iowa DNR and Nebraska Department of Quality RBCA assessments, plume studies, and hydrogeologic investigations. Ms. Matlock's experience in environmental drilling projects includes initiating site investigations, determining field geologic setting, assisting with the drilling of exploratory soil borings and monitoring well installations, well development, in-situ aquifer tests, field surveying, compilation and interpretation of data and construction of plume maps and cross-sections, and report preparation.

Ms. Matlock has also conducted National Environmental Policy Act (NEPA) investigations and developed and maintained Spill Prevention Control and Countermeasure (SPCC) Plans per CFR 112, National Pollution Discharge Elimination System (NPDES) permits, and Storm Water Pollution Prevention Plans (SWPPP).

PROJECT EXPERIENCE:

- **NexCore – CHI Clinic, Council Bluffs, IA** – Conducted Phase I ESA
- **Novea Corporation – Clarinda Yard House, Clarinda, IA** - Conducted Phase I ESA
- **Boldt Development, UNMC Clinic, Omaha, NE** – Conducted Phase I ESA



Thiele GeoTech Project Team



ROBERT T. MILLER, P.G.

RESUME

EDUCATION:

Bachelors of Science in Geology, University of Iowa, 1995

REGISTRATIONS:

Professional Geologist-Nebraska and Missouri
Certified Groundwater Professional - Iowa
Certified Tanks Enclosure Individual-Nebraska
Grade 4 Water Plant Operation - Nebraska

Kansas Well Drilling Contractor

Iowa Well Drillers License

PROFESSIONAL AFFILIATIONS:

Geological Society of America

American Institute of Professional Geologists

Nebraska Geological Society

Academy of Certified Hazardous Materials Managers

National Ground Water Association

Mr. Miller is a Senior Project Geologist and Vice President and Environmental Engineering Department Manager at Thiele Geotech, Inc. Mr. Miller is primarily responsible for researching, planning, and completing environmental engineering and contract drilling projects. He has over 25 years' experience in conducting environmental site assessments and managing environmental drilling projects and well installations, including workload scheduling and quality assurance/quality control.

He has prepared environmental reports for UST projects, Phase I and Phase II environmental site assessments, EPA assessments, landfill sites, fertilizer plants, and former military facilities. He is responsible for all aspects of environmental assessment projects ranging from proposal writing, client contact, project supervision, approval of reports and project billing.

Mr. Miller has supervised field activities from initial investigation through remediation. He has developed exploration and sampling programs for chemical spills, leaking underground storage tanks, and emergency response projects. He has managed numerous environmental drilling projects, including installation of wells, soil and groundwater sampling, continuous soil sampling, rock coring, and well/borehole abandonment.

Mr. Miller has supervised a wide range of environmental consulting services. These include contaminant fate and transport modeling, environmental site assessments, environmental drilling, emergency response, spill prevention planning, and wastewater permitting.

PROJECT EXPERIENCE:

Nebraska Machine Products, Omaha, NE – Conducted Phase II ESA leading to VCP remedial action. This work included soil, groundwater, and soil gas. Development of remedial action work plan approved by NDEE and implementation of engineering controls.

CHI Health Phase II, Council Bluffs, IA – Conducted Phase II ESA leading to VCP remedial action. This work included soil, groundwater, soil gas, and ambient air sampling. Development of remedial action work plan approved by IDNR and implementation of engineering controls serving at-risk population.

Baker Square Phase Phase II, Omaha, NE – Conducted Phase II ESA leading to VCP remedial action. This work included soil, groundwater, soil gas, and ambient air sampling. Development of remedial action work plan approved by NDEE and implementation of engineering controls.



Jeremy R. Kendle, G.I.T.

RESUME

EDUCATION:

Bachelors of Science in Geology, University of Nebraska-Lincoln, 2014

Certificate in Geographic Information Systems Technician, Southeast Community College, 2017

ASTM International Environmental Phase I/II Site assessments, 2019

REGISTRATIONS:

Geology Intern-Nebraska

40 Hour OSHA HAZWOPER Certified

Nebraska Water Well Monitoring Technician

PROFESSIONAL AFFILIATIONS:

Geological Society of America

Nebraska Geological Society

Mr. Kendle is a Project Geologist for Thiele Geotech, Inc. Mr. Kendle is primarily responsible for researching and completing environmental engineering and contract drilling projects. These projects typically include Leaking Underground Storage Tank (LUST) sites, Phase I/II environmental site assessments (ESAs), and remedial action sites. Additionally, Mr. Kendle is involved in groundwater monitoring activities using In-Situ logging instrumentation.

Mr. Kendle's experience in environmental projects includes initiating site investigations, determining field geologic settings, well development, in-situ aquifer testing, field surveying, compilation of data on environmental sites, oversight of remediation activities and report preparation. Other duties include drilling of exploratory soil borings and monitor well installations.

In addition to his responsibilities as a geologist, Mr. Kendle is trained for geotechnical drilling assistance and logging. Through this cross training, he has gained a working knowledge of geotechnical drilling methods and practices and has considerable experience evaluating geologic materials used in geotechnical engineering.

PROJECT EXPERIENCE:

Eppley Airfield Well Inspector - Field Geologist conducting oversight on the rehabilitation of relief wells at Eppley Airfield.

Phase I Environmental Professional – Three years experience with Phase I ESA site visits and ESA Report writing.

Phase II ESA and Tier I Field Geologist - Conduct soil and groundwater sampling throughout Iowa and Nebraska. Installed, monitored, and maintained down hole instrumentation to collect groundwater variables using In-Situ instruments.



Minority Participation and Subcontractors

Working with minority- and women-owned businesses is important to Blackstone. Saiki Design is a minority-owned business. Our subcontract partners are:

AMI Environmental

8802 South 135th Street, Suite 100, Omaha, NE 68138
402.397.5001, amienvironmental.com

AMI Environmental completes initial identification of hazardous materials within a facility; designs plans for remediation and can serve as your on-site representative during abatement. Blackstone intends to utilize AMI Environmental to conduct asbestos and lead-based paint surveys, as well as our remediation services subcontractor.

Eurofins Scientific

2200 Rittenhouse St., Des Moines, IA 50321
515-265-146, eurofinsus.com

Eurofins Scientific, which purchased TestAmerica in 2018, is a leader in environmental testing. With over 45,000 staff in more than 800 laboratories across 47 countries, Eurofins collectively offers more than 200,000 testing methods. The combined Eurofins Environment Testing US and Eurofins TestAmerica footprint of locations in USA includes 35 laboratories and over 40 service centers delivering innovative technical expertise and comprehensive analytical testing services. Blackstone intends to utilize Eurofins as an analytical laboratory subcontractor for this project.

Saiki Design

1110 S. Park Street, Madison, Wisconsin 53715
608.251.3600, info@ksd-la.com

Saiki Design, a minority-owned enterprise, is an office with over 100 years of combined staff experience in landscape architecture. Our staff includes professional landscape architects, Leadership in Energy and Environmental Design (LEED) accredited professionals, public artists, master gardeners, designers with degrees in landscape architecture, and student interns. Blackstone intends to utilize Saiki as a planning contractor.

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5.0 Firm Qualifications

Qualifications & Experience

This consultant team offers our clients the services of professional engineers and geologists; talented environmental scientists and specialists; and skilled GIS, CADD, construction, environmental and field technicians. While we draw the vast majority of niche professional services from our own staff, we also offer a large network of contacts developed over decades in the environmental business. All licensure and necessary certifications are validated prior to utilization of any subcontractor or laboratory.

The spirit of Brownfield redevelopment is putting underutilized and abandoned properties back into productive re-use. Our team will not only assist the City of Council Bluffs with the technical environmental assessments, but we'll also provide consultation and planning for site redevelopment.

Our approach promotes optimal project communication, focused effort, and project completion within schedule and budgetary constraints. We provide dedicated teams familiar with all aspects of client operations. Additionally, our organizational structure reduces barriers to decision making, provides flexibility in addressing client needs and reduces costs to clients.

The Blackstone team's broad experience with environmental due diligence, AAI compliance, and Federally funded EPA Assessment and Cleanup Grants is represented in our resumes, Project Profiles, and the quality of our work has been recognized by State and Federal regulators. Most importantly, our clients will tell you that they receive excellent customer service from this team of experts.

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6.0 Previous Project Experience

Site Assessment & Brownfields

Our knowledgeable and detail-oriented team has comprehensive experience reducing blight in the communities we serve by securing funding, conducting environmental site assessments, and recommending cleanup strategies. We have completed hundreds of AAI/ASTM Compliant Phase I and Phase II ESAs. Selected recent project experience is listed below. More details of projects highlighted in blue appear in Appendix A:

City of Dubuque, IA, West Blum 1 and West Blum 2 US EPA Cleanup Grants

- Grant administration
- Community engagement and redevelopment planning
- Certified asbestos and lead inspections
- Cleanup and development planning
- QAPP approval March 18, 2020
- TSCA coordination – PCBs in soil complicated by hazardous levels of lead in soil
- UST removal

East Central Intergovernmental Agency, IA: EPA Assessment Grant administration and implementation

- Grant administration
- Community engagement and redevelopment planning
- Certified asbestos and lead inspections
- Cleanup and development planning
- Phase I and Phase II ESAs

City of Clinton, IA – ASTM Compliant Phase II ESAs

Land Clearance for Redevelopment Authority, St. Louis, MO: EPA Assessment Grant administration and implementation

Crescent Electric Supply Company: ASTM compliant Phase I and Phase II ESAs and groundwater monitoring services

Flexsteel Industries, Inc., Iowa LRP Program: This 43-acre site, located in Dubuque, Iowa, was formerly used for manufacturing. Previous uses of the site included a railyard, manufacturing facilities, auto supply storage, and a sawmill, with manufacturing processes on the site dating to at least 1911.



7.0 References

The majority of our new clients come through existing clients or third-party referrals. Our team considers this the ultimate compliment to our technical approach and abilities. See project profiles in Appendix A.

City of Dubuque (Dubuque County)

Mr. Steve Sampson Brown, Project Manager
563.589.4272, sbrown@cityofdubuque.org Emily Smart, Krista Brodersen, and Anne Melia have conducted management and implementation of two Brownfields Clean-up Grants in addition to serving as the City's on-call environmental consultant on dozens of projects since June of 2018 to present.

City of Clinton, Iowa (Clinton County)

Mr. Jason Craft, PE, City Engineer
563.242.2411, jasoncraft@cityofclintoniowa.us
Krista Brodersen has provided services including Phase I ESAs and Phase II ESAs to the City of Clinton from 2003 to present.

Flexsteel Industries, Inc. (Dubuque County)

Pete Langlois, Project Manager
563.552.8584, planglois@flexsteel.com
Emily Smart and Krista Brodersen have provided ASTM compliant Phase I and Phase II ESAs, planning, LRP administration, wetland delineation, and hazardous materials removal oversight since early 2017.

Baird Holm Attorneys at Law (Omaha, NE)

Mr. John Heil, Attorney
402.636.8202, jheil@bairdholm.com

Investors Realty, Inc. (Omaha, NE)

Mr. Ryan Kuehl, Commercial Real Estate Broker
402.778.7545, rkuehl@investorsomaha.com

CBRE, (Omaha, NE)

Mr. Scott Schneiderman, Senior Vice President
402.697.5859, scott.schneiderman@cbre.com



8.0 Description of Project Understanding and Scope

The spirit of Brownfield redevelopment is putting underutilized and abandoned properties back into productive re-use. Our team will not only assist the City of Council Bluffs with the technical environmental assessments, but we'll also provide consultation and planning for site redevelopment.

Submission of a QAPP as early as possible is necessary to keep an EPA Brownfields Grant on track, as they can take some time for EPA to review prior to approval. City of Council Bluffs has the benefit of an existing approved QAPP from your prior grant. Your QAPP can be quickly refreshed and submitted for EPA review and approval.

While awaiting QAPP approval, many concurrent activities can be accomplished. GIS is a powerful tool in Brownfields inventory, if desired. Pulling from publicly available databases such as those shown in the Iowa DNR Facility Explorer, and the county assessor, potential brownfields can be inventoried by parcel, scoring their potential for contamination as a heat map. The properties that score high on contamination potential can then be reviewed by stakeholders for their potential for assessment. Stakeholder input is vital to this step of the process, as a property that looks good on paper may not be a good target for brownfields assessment due to eligibility concerns, current (maybe great) property use, suspected owner recalcitrance, etc.

Community Engagement early and often is so important in the success of an EPA Assessment Grant. Holding public meetings will be somewhat difficult in the time of COVID-19, so some innovation will be required there. Outdoor meetings while/if good weather holds out, virtual meetings, online surveys, mailers, and personal relationships within the community from within the stakeholder group will be very important in community engagement for this grant. Planning activities need to jibe with a communities' vision for itself while weighing feasibility of ideas in order to make the most of planning dollars.

Securing access agreements is perhaps the trickiest part of the Brownfields Assessment Grant process. Often, interested property owners will attend public meetings and ask "hypothetical" questions. It is our experience that the fears of property owners can often be alleviated in one-on-one conversations outside of a public meeting. We have found that it's very helpful to let owners know that we can begin with a Phase I ESA, and continue from there, depending on their comfort level. They are looking for a partner, someone they can trust. Each situation is totally unique yet familiar to experienced professionals. Access agreement procurement should begin as soon as possible while QAPP approval is outstanding.

Phase I ESAs and Sampling Plans may be completed in advance of QAPP approval. This is advantageous in that as soon as your QAPP (and Sampling Plans) are approved, you can hit the ground running with field work. Ideally, multiple sites are drilled at once to minimize on drilling mobilization project costs and to take advantage of other economies of scale.

When assigning staff to work on your project, whether it is to author Phase I ESAs and Sampling Plans, or to complete field work, it is important to balance bill rate as each task demands. A Senior Project Manager should not author a Phase I ESA, however, senior staff should provide quality assurance/quality control to a staff or project level professional who meets the ASTM requirements for writing a Phase I ESA.



9.0 Cost Detail

Task	Staff	Hours Estimate	Bill Rate	Expenses	Cost Each	Cost Project Duration
Task 1 - Cooperative Agreement Oversight						
EPA Grant Programmatic Responsibilities (QPRs, MBE/WBE, ACRES etc.)	Staff Professional	4	\$70		\$280	\$4,200
Comprehensive Project Coordination - Monthly Meetings	Project Manager	1	\$120		\$120	\$5,400
Task 1 - Cooperative Agreement Oversight Total					\$400	\$9,600
Task 2 - Inventory and Community Involvement						
Establish Secondary Brownfield Inventory	Project Manager	30	120		\$2,250	\$2,250
	Staff/GIS Professional	180	\$75		\$21,600	\$21,600
Provide Various Specified Outreach Efforts	Project Manager	20	\$120		\$2,400	\$2,400
	Staff/GIS Professional	40	\$75		\$3,000	\$3,000
Task 2 - Inventory and Community Involvement Total						\$29,250
Task 3 - Environmental Site Assessments (ESAs) - Hazardous Substances						
QAPP	Project Manager	5	\$120		\$600	\$600
	Staff Professional	30	\$70		\$2,100	\$2,100
Site Eligibility Form Submittal (up to 15)	Project Manager	2	\$120		\$240	\$3,600
	Staff Professional	6	\$70		\$420	\$6,300
SSQAP (8)	Project Manager	2	\$120		\$240	\$1,920
	Staff Professional	10	\$70		\$700	\$5,600
Typical Phase I ESA (15)						
Review Staff Professional work for quality assurance quality control of deliverable, manage staff time and budget, and client communications.	Project Manager	3	\$120		\$360	\$5,400
Purchasing a generated environmental databases including: National Priorities List (NPL); Comprehensive Environmental Response, Compensation and Liability Act List (CERCLIS); CERCLIS-NFRAP List; RCRA CORRACTS List; Emergency Response Notification Systems, ERNS; Resource Conservation and Recovery Act (RCRA) Generators; RCRA-TSD Facilities; Iowa Registered Underground Storage Tanks; Iowa Leaking Underground Storage Tanks; and Iowa Solid Waste Landfills.	Staff Professional	1	\$65	\$380	\$445	\$6,675
Reviewing readily available standard historical sources such as aerial photographs, Fire Insurance Maps, topographic maps and local business directories to identify previous uses of the properties commencing with the first known time of developed use of the properties or to 1940, whichever is earlier.	Staff Professional	4	\$65		\$260	\$3,900
Reviewing readily available published information concerning geologic, hydrologic, and topographic features of the site.	Staff Professional	2	\$65		\$130	\$1,950

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Conducting a site reconnaissance to visually and physically observe the properties to the extent not obstructed by bodies of water, adjacent buildings or other obstacles. Observations will include obvious signs of the uses and conditions of the site including indications of possible chemical contamination problems such as the presence of drums or other container storage, depressions, pits, lagoons, chemical odors, surficially stained earth, oily residues, or stressed vegetation.	Staff Professional	1	\$65		\$65	\$975
Recording obvious current uses and conditions of adjoining properties observed during the reconnaissance of the subject site. Observations of adjoining properties will be made from the subject properties or from public access areas (i.e. street right of way).	Staff Professional	0.5	\$65		\$33	\$488
Conducting interviews with owners, occupants, and other individuals who may be knowledgeable regarding the current and historical uses of the Site.	Staff Professional	1	\$65		\$65	\$975
Interviewing available local and county officials and others that may possess knowledge of the use and/or history of the Site.	Staff Professional	1	\$65		\$65	\$975
Comparing field observations during site reconnaissance to readily available historical aerial photos, maps, or Site plans.	Staff Professional	1.5	\$65		\$98	\$1,463
Reviewing prior reports concerning the site that may be provided by the Client.	Staff Professional	2	\$65		\$130	\$1,950
Preparing a written report documenting findings and conclusions of the Phase I ESA including recommendations for additional work, if appropriate.	Staff Professional	6	\$65		\$390	\$5,850
*title search is not typically included unless requested as title search is often completed in the process of a property transaction and a Phase I ESA can be updated to include any relevant findings.						
Typical Phase I ESA Estimated Total (15)					\$2,040	
Typical Phase II ESA - Six Boring Scope (8)						
Project Management - Review Staff Professional work for quality assurance quality control of deliverable, project planning and Sampling Plan development, manage staff time and budget, and client communications.	Senior Project Manager	4	\$140		\$560	\$4,480
Blackstone's driller will contact Iowa One Call and request location and markings for all utilities that Iowa One Call is responsible for before commencing drilling at the Site. If there are public or private utilities not included in the Iowa One Call request, locating of those will be conducted.	Thiele Subcontracted Service			\$2,500	\$2,500	\$20,000
Up to six soil borings will be advanced at the sites. Soil samples will be collected using direct-push technology (DPT) by a drilling subcontractor. The borings will be advanced to 20 feet below ground surface (bgs), depth to groundwater, or refusal, whichever occurs first. One soil sample will be collected from each boring and will be field screened using a photo-ionization detector (PID). The sample will either be collected from the approximate capillary fringe, soils with visible impact/odor and/or highest PID screening results, change in lithology, or at the discretion of the field personnel.	Thiele Subcontracted Service and Technician	10	\$65	\$2,500	\$3,150	\$25,200
Task	Staff	Hours Estimate	Bill Rate	Expenses	Cost Each	Cost Project Duration

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Task	Staff	Hours Estimate	Bill Rate	Expenses	Cost Each	Cost Project Duration
If groundwater is encountered, a temporary well casing and screen will be inserted into each borehole to facilitate the collection of groundwater samples. Samples from each location will be collected using a pump or a new, disposable bailer. Samples to be analyzed for metals will be field filtered.	Technician	3	\$65		\$195	\$1,560
Soil and groundwater samples will be analyzed for total extractable hydrocarbons (TEH), volatile organic compounds (VOCs), polycyclic aromatic hydrocarbons (PAHs), and Resources Conservation and Recovery Act (RCRA) Metals.	Analytical Laboratory - Subcontracted Service			\$2,400	\$2,400	\$19,200
Down-hole equipment will be cleaned before use at each probe location to deter the potential for cross-contamination. Soil cuttings, groundwater, and decontamination water will be spread on-site.	Thiele Subcontracted Service			\$600	\$600	\$4,800
Upon receipt of analytical results, a report will be prepared detailing the results of the assessment. Analytical testing results will be compared with Iowa Administrative Code (IAC) 567 Chapter 137 Iowa Land Recycling Program and Response Action Standards. The report will generally summarize findings, present analytical results on a map for the site, and include recommendations for future work, if any.	Professional	20	\$75		\$1,500	\$12,000
Hazardous Materials Survey (ACM and LBP)	Subcontracted Service - AMI			\$4,000	\$4,000	\$32,000
Typical Phase II ESA - Six Boring Scope Estimated Total (8)					\$14,905	
Task 3 - Environmental Site Assessments (ESAs) - Hazardous Substances Total						\$169,960
Task 4 - Site Specific Cleanup Planning						
ABCA (8)	Project Manager	18	\$120		\$2,160	\$17,280
Site - Specific Cleanup Plans/LRP Enrollment (2)	Project Manager	15	\$120		\$1,800	\$3,600
Design Charrettes	Subcontracted Service - Saiki			\$5,000	\$5,000	\$5,000
	Senior Project Manager	15	\$140		\$2,100	\$2,100
	Staff/GIS Professional	30	\$65		\$1,950	\$1,950
Task 4 - Site Specific Cleanup Planning Total						\$29,930
Task 5 - Planning Activities						
Brownfields Revitalization Plan - South Expressway Corridor	Subcontracted Service - Saiki			\$8,000	\$8,000	\$8,000
	Senior Project Manager	10	\$140		\$1,400	\$1,400
	Project Manager	25	\$120		\$3,000	\$3,000
	Staff/GIS Professional	60	\$75		\$4,500	\$4,500
Healthy Environment Assessment - Reliance Battery Block Area	Subcontracted Service - Saiki			\$6,000	\$6,000	\$6,000
	Senior Project Manager	5	\$140		\$700	\$700
	Project Manager	10	\$120		\$1,200	\$1,200
	Staff/GIS Professional	69	\$75		\$5,175	\$5,175
Task 5 - Planning Activities Total						\$29,975
Task 1-5 Total						\$268,715

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10. Project Timeline

Calendar Year	2021												2022											
EPA Fiscal Year	2021												2022											
EPA Fiscal Quarter	21Q2			21Q3			21Q4			22Q1			22Q2			22Q3			22Q4			23Q1		
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
Task 1 - Cooperative Agreement Oversight																								
EPA Grant Programmatic Responsibilities (QPRs, MBE/WBE, ACRES etc.)	X			X			X			X			X			X			X			X		
Comprehensive Project Coordination - Monthly Meetings	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Task 2 - Inventory and Community Involvement																								
Establish Secondary Brownfield Inventory	X	X	X																					
Provide Various Specified Outreach Efforts	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Task 3 - Environmental Site Assessments (ESAs) - Hazardous Substances																								
QAPP	X																							
Site Eligibility Form Submittal (up to 15)	X	X					X	X					X	X					X	X				
SSQAP (8)						X						X						X						X
Phase I ESA (15)				X	X					X	X					X	X					X	X	
Phase II ESA (5)							X	X					X	X					X	X				
Supplemental Phase II ESA (3)																								
Task 4 - Site Specific Cleanup Planning																								
ABCA (8)																								
Site - Specific Cleanup Plans/LRP Enrollment (2)																								
Design Charrettes																								
Task 5 - Planning Activities																								
Brownfields Revitalization Plan - South Expressway Corridor	X	X	X																					
Healthy Environment Assessment - Reliance Battery Block Area	X	X	X																					



10. Project Timeline

Calendar Year	2023												2024								
2023 (apply for grant period extension)													2024								
EPA Fiscal Quarter	21Q2			21Q3			21Q4			22Q1			22Q2			22Q3			22Q4		
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep
Task 1 - Cooperative Agreement Oversight																					
EPA Grant Programmatic Responsibilities (QPRs, MBE/WBE, ACRES etc.)	X			X			X			X			X			X			X		X
Comprehensive Project Coordination - Monthly Meetings	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Task 2 - Inventory and Community Involvement																					
Establish Secondary Brownfield Inventory																					
Provide Various Specified Outreach Efforts	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Task 3 - Environmental Site Assessments (ESAs) - Hazardous Substances																					
QAPP																					
Site Eligibility Form Submittal (up to 15)																					
SSQAP (8)																					
Phase I ESA (15)																					
Phase II ESA (5)	X	X				X															
Supplemental Phase II ESA (3)							X	X	X												
Task 4 - Site Specific Cleanup Planning																					
ABCA (8)													X	X	X						
Site - Specific Cleanup Plans/LRP Enrollment (2)													X	X	X						
Design Charrettes													X	X	X						
Task 5 - Planning Activities																					
Brownfields Revitalization Plan - South Expressway Corridor																X	X	X			
Healthy Environment Assessment - Reliance Battery Block Area																X	X	X			



11. Firm Availability & Capacity

Our project managers are well-versed in handling many projects at once. The provided references will attest to the fact that their projects are at the top of our priority list, because all of our projects are. This is the strength of our excellent project managers. We know how to delegate project responsibilities to our staff in order to maintain quality, schedule, budget, and positive outcomes for our clients. Meeting deadlines is extremely important in environmental work, as property acquisition is typically at the center of each project and timetables can be tight.

Our team offers twelve in-house environmental professionals, nine of whom are geologists, making this team uniquely qualified to handle many complex projects at once, always delivering a high-quality product. Blackstone can begin this project upon contract execution and has the capacity to meet the City of Council Bluffs, EPA, DNR, and stakeholder deadlines for project completion.



Appendix A: Project Profiles



Former Flexsteel Manufacturing Property Redevelopment Project

Summary

The former Flexsteel manufacturing property is a 43-acre site located at 3400 Jackson Street in Dubuque, Dubuque County, Iowa. The site was developed with a 715,000-square-foot building and associated outbuildings that were formerly used for manufacturing furniture for residential, commercial, recreational vehicle, and marine applications. Previous uses of the site included a railyard, manufacturing facilities, auto supply storage, and a sawmill, with manufacturing processes on the site dating to at least 1911. The northern area of the property consists of sizeable wetlands and riparian lengths.

Blackstone conducted wetland delineation, oversaw hazardous materials abatement prior to demolition, and is currently assisting Flexsteel with redevelopment planning and completion of the Land Recycling Program for this large site. Following extensive soil and groundwater sampling, a Site Assessment Report is currently under review with the IDNR and Risk Evaluations/Risk Assessments will be completed for individual portions of the property as buyers are identified in partnership with Gronen Redevelopment. No further action certificates will be sought for individual uses as Flexsteel promoted the property for redevelopment.



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City of Dubuque Brownfields Redevelopment Project

Summary

Blackstone provided services to The City of Dubuque for a Brownfields redevelopment project at the former Blum scrapyard. The Blum scrapyard covered a city block redevelopment that included renovation of and improvements to a four-story building situated and demolition/deconstruction of other site structures. The site is located in an area of Dubuque where industrial, commercial, and residential meet and is considered part of the Washington Neighborhood. The City secured two EPA Brownfields Cleanup grants for the site, focusing on hazardous materials remediation and Land Recycling Program completion. The City also completed extensive community engagement activities, incorporating citizen comments into plans and renderings.

The community's desire was largely to use the site as varied recreational space. The City's desire was to provide that recreational space in addition to the rehabilitation of the four-story brick building on Elm Street to house the Leisure Services Department, placing them in the heart of the community that they serve. The City also needed a Public Works space to service the local greenways, which would involve the construction of a new structure adjacent to the Elm Street building.

Blackstone's services include management and implementation of two EPA Brownfields Cleanup Grants. Blackstone is the lead consultant for the City of Dubuque, coordinating a team including civil and architectural services, landscape design, and sustainable deconstruction partners. Blackstone has presented redevelopment scenarios and costs to City Council, City Manager, and state and federal authorities.

Currently, Blackstone is coordinating waste disposal criteria with TSCA and RCRA at the Federal EPA level due to high levels of PCBs on the property. Disposal of surface soils will be incorporated in to bid documents for hazardous materials removal including ACM and LBP, along with hazardous soils. Following this activity, viable buildings will be redeveloped and structurally unsafe buildings will be sustainably deconstructed and their materials repurposed. Soil and groundwater will undergo further testing and the property will go through the Iowa Voluntary Cleanup Program, the Land Recycling Program in pursuit of a No Further Action Status.

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City of Kansas City, Missouri Environmental Projects

City of Kansas City Office of Environmental Quality

Blackstone Environmental performed an tank removal and closure of two 6,000-gallon underground storage tanks (USTs) at a former Kansas City Area Transport Authority Facility to be used as a parking lot for the Negro Leagues Baseball Museum and associated programs. Samples collected from the tank pit indicated that detected concentrations were below their respective Missouri Risk-Based Corrective Action Default Target Levels (MRBCA DTLs), with exception of lead and benzo(a)pyrene. The lead and benzo(a)pyrene detections were below non-residential risk-based target levels (RBTLs). Based on the results of the soil sampling, MDNR issued a “No Further Action” letter for the Site.

City of Kansas City Parks and Recreation Department

Blackstone completed two Phase I ESAs for the expansion of two parks within the City. Additionally, Blackstone completed a MDNR Tier I Risk-Assessment for a golf course property where a previous soil removal action was completed due to a leaking underground storage tank (LUST). Residual groundwater contamination is present at the Site. Based on the results of the Tier I Risk-Assessment, Blackstone recommended the completion of four to six rounds of quarterly monitoring and the performance of a Plume Stability Evaluation. After the completion of quarterly monitoring and the Plume Stability Evaluation, it is hoped that MDNR will issue a NFA Letter for the Site.

City of Kansas City Brownfields Program

Blackstone has performed multiple Phase I ESAs and Phase II ESA for properties in the City’s Brownfields Program. Most recent projects completed have included former dry cleaning facilities and a former high school. Recognized Environmental Conditions (RECs) were identified during Phase I ESA activities, and Phase II ESAs were recommended and completed. Phase II ESA activities involved the completion of direct-push activities to collect soil and groundwater samples at the Sites. For several of the properties Phase II results indicated that detections were below MDNR DTLs, and redevelopment could begin without additional sampling or institutional use controls. For one of the Sites, additional sampling was required to further delineate groundwater and soil impacts. After the completion of additional sampling, redevelopment is moving forward.

City of Kansas City Planning and Development Department

Blackstone recently completed a Phase I ESA for the City Planning and Development Department of an abandoned property. Due to the nature of the Site, Blackstone personnel had to coordinate Site visit activities with the City Attorney’s office and the Kansas City Police Department. No RECs were identified, and the City is moving forward with plans to remove debris and implement redevelopment plans for the Site.



Summary

Blackstone completed Phase I Environmental Site Assessment (Phase I ESA) and Phase II ESAs for the property located on SW Topeka Boulevard in Topeka, Kansas.

The approximate 0.52-acre Site is a commercial property consisting of two single story buildings. The Shawnee County parcel reports indicated that the two commercial structures were built in 1951. Based on the city directory review, historical occupants of the subject Site included a phone repair shop, a financial group, a custom motorcycle company, several pool supply companies, a flooring company, a copy center, several auto supply stores, a shoe store, a tavern, and an oil & gas station. The presence of a historical gas station at the Site was not identified by the EDR Report or in the Kansas Department of Health and Environment (KDHE) Tanks or Kansas Environmental Interest Finder (KEIF) databases. Information provided by the current owner of the property did not indicate the previous use of the Site as a gas station.

Based on the historical use sources reviewed, the Phase I ESA identified one REC associated with historic use of the subject Site. Blackstone developed a scope of work for environmental sampling based on the REC identified in Phase I ESA and in general accordance with ASTM Standard E1903 - 11 Standard Practice for Environmental Site Assessments: Phase II Environmental Site Assessment Process (Ref. 1). Five soil borings were drilled and sampled during Phase II ESA activities. Groundwater was encountered in three of the five soil borings. Six soil samples and three groundwater samples were collected from the soil borings and were submitted for the analysis of contaminants of concern (COCs) including volatile organic compounds (VOCs) including benzene, toluene, ethylbenzene, total xylenes, methyl tert-butyl ether (MtBE), ethylene dibromide (EDB), and 1,2 dichloroethane (1,2-DCA), total petroleum hydrocarbons (TPH) low range hydrocarbons (LRH), mid-range hydrocarbons (MRH), and high range hydrocarbons (HRH), polycyclic aromatic hydrocarbons (PAHs), and lead.

Several COCs were detected above non-residential Risk-Based Standard for Kansas (RSK) in the soil and groundwater samples. The analytical results of the sampling conducted as part of the Phase II ESA did not indicate gross or widespread petroleum contamination; however the results confirmed the historic use of the site for petroleum sales is a REC, as identified in the Phase I ESA.

Blackstone worked with our client to prepare an application for a Certificate of Environmental Liability Release (CELR) for submittal to KDHE. The application was approved and the sale of the property was completed.



Casey's General Stores Pre-Purchase Audits (PPAs)

Summary

Blackstone provided pre-purchase review of environmental databases, imagery, site reconnaissance, soil and groundwater sampling, and geotechnical engineering exploration of properties ranging from active gas stations to agricultural fields. The objectives of the PPAs are to conduct site reconnaissance and data research for the site and adjacent properties to determine if any factors are present that may have a negative impact on the environmental integrity of the site; and to conduct a limited subsurface investigation (LSI) to determine if petroleum hydrocarbons have been released or spilled into the soils or groundwater underlying the site prior to the potential purchase by Casey's General Stores. Geotechnical evaluation is also included in order to determine viability of soils for planned construction activities in order to predict project costs. Services generally consist of:



- Site history and database review prior to mobilization;
- Site reconnaissance;
- Minimum one environmental boring per site;
- PID screening, log borehole, sample soil as appropriate;
- Sample groundwater, if encountered;
- Two geotechnical borings at opposite corners of planned store; and
- Issue reports detailing environmental issues, physical site setting, and sampling results, and geotechnical recommendations

Contamination above state standards is detailed in each report, allowing Casey's to document prior condition as well as requesting that the current owner enroll the site in state cleanup programs if necessary, prior to any purchase by Casey's general Stores. Often, these sites require a quick turn-around time. Blackstone and GSI, our drilling and Geotechnical partner, deliver our reports quickly to meet the needs of our client.



Phase I & Phase II ESAs Former Foundry & Iron Works

Summary

Blackstone completed a Phase I Environmental Site Assessment (ESA) and a limited Phase II ESA for a former foundry and iron works located in Topeka, Kansas. The limited Phase II ESA was requested in response to Recognized Environmental Conditions (RECs) identified as part of Phase I ESAs completed for the Site. Historical information identified for the Site indicated that it was developed with residences by 1883. Subsequent to that time, the Site was home to a coal company, a dye shop and tailor, a steam laundry/dry cleaner, a liquor bottling company, and a foundry and iron works. Recognized Environmental Conditions identified during the Phase I ESA included on-site drycleaning operations, documented off-site solvent releases, an off-site former manufactured gas plant (FMGP), an off-site filling station, auto repair facility, and drycleaning operation adjacent to the one of the properties. Blackstone installed twelve soil borings and 11 temporary groundwater monitoring as part of a Limited Phase II ESA to determine potential environmental impacts related to identified RECs.

Based on the Phase II ESA analytical results, soil and groundwater samples analyzed for the Site exhibited concentrations exceeding respective Kansas Department of Health and Environment (KDHE) Risk-Based Concentrations for Kansas (RSKs) for the Residential and Non-Residential Scenarios. Additionally, several inches of free phase product was identified in one temporary groundwater piezometer. Blackstone recommended additional environmental assessment activities to fully delineate the extent of the groundwater contamination and free phase product. At this time, Blackstone is working with the owner of the Site to determine how best to proceed with additional site characterization activities.

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Former Metal Plating Facility Remediation

Blackstone Environmental was retained to perform an environmental evaluation of a decommissioned metal plating facility. Intrusive sampling and testing revealed hexavalent chromium impact to soil, with a minor component of volatile organic carbon (trichloroethylene) impact to soil. Blackstone conducted additional exploration to evaluate the extent of impact and to characterize site hydrogeology. Potential viable remediation strategies were evaluated through bench and pilot-scale testing.

Services Included:

- Contaminant Investigation and Hydrogeological Characterization
- Enrollment of the Site in the Kansas Voluntary Clean-up Program
- Bench-Scale Testing for In-situ Chemical Fixation with Calcium Polysulfide
- Implemented Pilot-Scale Testing as an Interim Remedial Measure (IRM)

The depth of the impact limited the ability to physically remove contaminated media for treatment. The selected remedial alternative involved in-situ chemical fixation by amending impacted soil with calcium polysulfide which would reduce the very mobile and toxic hexavalent form of chromium to the stable, much less toxic trivalent chromium. Final remedial measures included the use of infiltration galleries to deliver the amendments. The in-situ chemical fixation approach was innovative and provided a significant cost savings for the client compared to conventional remediation technologies.



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West Des Moines Superfund Site Phase I ESA

Summary

Blackstone completed a Phase I Environmental Site Assessment (Phase I ESA) of a warehouse facility located on an active Superfund Site in West Des Moines, Iowa. The Site was operated as a steel treatment facility that operated a large degreaser on the Site from 1969 to approximately 2006. Trichloroethene (TCE) was used in the degreaser and was stored in an underground storage tank (UST). The Site is currently occupied by a party equipment and supply company.

Results of soil and groundwater sampling conducted at the Site between 1999 and 2000 identified the former UST operated by the steel treatment facility as the likely source of contamination for the Southern Plume of a larger Superfund Site. Eighteen groundwater wells were installed as part of site characterization and plume delineation activities. Active remediation was performed at the Site from 2005 to 2009 which included the installation of an air sparging system. The Second Five Year Review (FYR) report prepared by The United States Environmental Protection Agency (EPA) in August 2016 indicated that the remedies implemented at Site were functioning as designed and were protective of human health and the environment. The most recent groundwater sampling event indicated that TCE concentrations exceeded the EPA Maximum Contaminant Level (MCL) of 5 micrograms per liter (ug/L) in only four wells, at concentrations up to 16.5 ug/L. Ongoing remedial activities at the site include monitored natural attenuation (MNA) and institutional controls (ICs). The TCE groundwater plume at the Site which is part of the larger Superfund Site was identified as a REC to the subject Site by the Phase I ESA.

Due to large body of prior environmental assessment work on the property, Blackstone did not recommend the performance of a Phase II ESA at this time. However, Blackstone recommended that prior to consideration of potential redevelopment at the Site that a redevelopment driven targeted shallow soil sampling to inform civil design (potable water line construction material in particular), stormwater/soil management, and construction worker health and safety. The results of redevelopment driven assessment of the Site will assist in identifying environmentally conservative measures which may be employed during expansion design such as limiting earthwork in certain areas or the implementation of vapor barriers/controls in new construction.

Blackstone is continuing to work with the client to evaluate other potential environmental concerns in the building including asbestos-containing materials (ACM) and lead paint.



Appendix B: Contractor Certifications

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WISCONSIN DEPARTMENT of TRANSPORTATION
DISADVANTAGED BUSINESS ENTERPRISES PROGRAM
Annual No-Change Affidavit Form

This form must be submitted by all firms to verify that they meet the eligibility criteria for participation in the DBE program. Please complete all sections.

Failure to submit this affidavit and documentation can result in the loss of your firm's DBE certification.

Firm Name: Saiki Design, Inc.

Mailing Address: 1110 S. Park St. Madison WI 53715
Street Number City State Zip

Billing Address: (If different) Street Number City State Zip

Phone Number: (608) 405 - 8148 Fax Number: () None

Business E-mail: ksaiki@ksd-la.com

Disadvantaged Owner(s) Information (please list below and attach an Affidavit Signature Page for each owner):

Name: D. Ken Saiki Phone #: (608) 405-8148 Email: ksaiki@ksd-la.com

Name: Abbie R. Moilien Phone #: (608) 405-8149 Email: amoilien@ksd-la.com

Name: Phone #: () Email:

List of annual gross receipts for the last three years:

Year 2017 \$ 1,127,458

Year 2018 \$ 1,080,706

Year 2019 \$ 1,366,037

List number of employees: Full Time: 10 Part Time: 4

Business Structure (Check one):

[] Sole Proprietorship [] Partnership [X] Corporation

[] Limited Liability Corp [] Other (Describe)

*** Note: Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.



1. Has the legal structure of your business changed since your last approved affidavit?

NO YES

If yes, please submit a DBE Change to Business form and all documentation supporting this change

2. Has the legal management, ownership or control of this firm changed since your last approved affidavit?

NO YES

If yes, please explain, submit a DBE Change to Business form and provide documentation reflecting this change.

3. Did any of the disadvantaged owners of this firm obtain ownership interest in another firm since your last approved affidavit?

NO YES

If yes, please submit a DBE Change to Business form, provide the name of the firm(s) and all ownership percentages.

4. Did any of the disadvantaged owners of this firm obtain management duties in another firm since your last approved affidavit?

NO YES

If yes, please submit a DBE Change to Business form, provide the name of the firm(s) and list responsibilities

5. Did any of the disadvantaged owners of this firm obtain employment (fulltime or part-time) elsewhere since your last approved affidavit?

NO YES

If yes, please submit a DBE Change to Business form, provide the name of the employer and list your responsibilities

6. Considering all your assets and liabilities (excluding the value of your personal residence and the value of your disadvantaged business) is your current personal net worth **greater than \$1.32 million dollars**, pursuant to 49 CFR Part 26, § 26.67 (a)(2){i}. (See form below for reference)

NO YES

If yes, please submit a copy of your current Personal Financial Statement.

7. Have you added any new work areas to your firm since your last approved affidavit?

NO YES

If yes, you may contact the DBE Office to request an expansion of your firm's certified work areas.

8. Have you submitted your most recent company federal tax returns?

NO YES

If no, please submit your most recently filed Federal Business Tax form or submit a completed DBE Request for Tax Filing Extension form.

Forms:

- DBE Change to Business form:
<https://wisconsindot.gov/Documents/formdocs/dt1012.docx>
- Personal Financial Statement form:
<https://www.transportation.gov/sites/dot.gov/files/docs/DBE%20PNW%20Statement%2011-3-2014.pdf>
- DBE Request for Tax Filing Extension Form:
<https://wisconsindot.gov/Documents/doing-bus/civil-rights/dbe/extension-request-fillable-form.pdf>

***** Note: Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.**



AFFIDAVIT SIGNATURE PAGE

(Each disadvantaged individual claiming ownership must submit a separate signature page)

I affirm that there have been no changes in circumstances affecting the above referenced firm's ability to meet the disadvantaged status, ownership and control requirements of 49 CFR Part 23 and Part 26, and Small Business Administration (SBA) size standard(s) and 13 CFR Part 121.

I affirm that **none** of the following have changed:

This means that:

- I/We know my NAICS code size/threshold and can provide the average of my/our last three years of gross receipts
- I/We can certify that this firm does not exceed an average annual gross receipt, over the firm's previous three fiscal years, in excess of \$23.98 million
- My personal net worth does not exceed \$1.32 million, pursuant to 49 CFR Part 26, § 26.67 (a)(2)(i).
- I am a member of one or more of the groups:
Women, Black Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, Subcontinent Asian Americans, or other groups found to be socially and economically disadvantaged individuals by the SBA identified in 49 CFR Part 26, § 26.5.

There have been no material changes in the information provided with this firm's original certification application, except for any changes about which I/we have provided written notice to WisDOT pursuant to 49 CFR Part 26, § 26.83(i).

NOTICE TO PROVIDE ALL NECESSARY INFORMATION

You are required to submit a copy of your most recent company federal taxes to WisDOT annually.

Acceptable documentation includes:

- Your Firm's most recent Federal Tax Returns including all schedules, or
- A signed statement from your firm's Bookkeeper or CPA verifying gross receipts.

I understand that failure to submit this affidavit and required documentation within a month of my firm's DBE certification anniversary could result in decertification from the Disadvantaged Business Enterprise Program of the Wisconsin Department of Transportation.

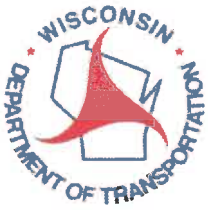
(Signature of Owner, Title)

President

10-21-2020

Date

***** Note: Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.**



AFFIDAVIT SIGNATURE PAGE

(Each disadvantaged individual claiming ownership must submit a separate signature page)

I affirm that there have been no changes in circumstances affecting the above referenced firm's ability to meet the disadvantaged status, ownership and control requirements of 49 CFR Part 23 and Part 26, and Small Business Administration (SBA) size standard(s) and 13 CFR Part 121.

I affirm that none of the following have changed:

This means that:

- I/We know my NAICS code size/threshold and can provide the average of my/our last three years of gross receipts
I/We can certify that this firm does not exceed an average annual gross receipt, over the firm's previous three fiscal years, in excess of \$23.98 million
My personal net worth does not exceed \$1.32 million, pursuant to 49 CFR Part 26, § 26.67 (a)(2)(i).
I am a member of one or more of the groups: Women, Black Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, Subcontinent Asian Americans, or other groups found to be socially and economically disadvantaged individuals by the SBA identified in 49 CFR Part 26, § 26.5.

There have been no material changes in the information provided with this firm's original certification application, except for any changes about which I/we have provided written notice to WisDOT pursuant to 49 CFR Part 26, § 26.83(i).

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Acceptable documentation includes:

- Your Firm's most recent Federal Tax Returns including all schedules, or
A signed statement from your firm's Bookkeeper or CPA verifying gross receipts.

I understand that failure to submit this affidavit and required documentation within a month of my firm's DBE certification anniversary could result in decertification from the Disadvantaged Business Enterprise Program of the Wisconsin Department of Transportation.

Handwritten signature of Albie Melier

Vice President

10-21-2020

(Signature of Owner, Title)

Date

*** Note: Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

COLIN LAUENROTH

DOB: 04-13-1994

Issued: 09-28-2020



This person is licensed to perform asbestos work in the State of Iowa. ID card is intended for official use only and must be present on jobsite.

License Type	Number	Expires
INSPECTOR	20-5050	08-26-2021



Asbestos

Rod A. Roberts
Rod A. Roberts
Labor Commissioner

**WISCONSIN UNIFIED CERTIFICATION PROGRAM
DISADVANTAGED BUSINESS ENTERPRISE**



3/12/2020

Ken Saiki
KEN SAIKI DESIGN
303 SOUTH PATERSON ST
Madison, WI 53703

RE: 2019 Approval of Annual No-Change Affidavit

Dear Mr. Saiki:

On behalf of the Wisconsin Unified Certification Program, WisDOT has approved your No-Change Affidavit and has determined that your firm continues to meet DBE eligibility standards contained in 49 CFR Part 26 to perform work towards DBE goals.

This determination is based on information provided to WisDOT on your current application and Personal Financial Statement for certification as a DBE. Should this information change, you must notify this office within 30 days of the change.

WisDOT reserves the right to rescind this certification of eligibility, should the information provided by you on the Annual No-Change Affidavit form and the supporting documentation prove to be false, inaccurate, or misleading.

Please note that you are required to submit an Annual No-Change Affidavit next year by your firm's anniversary date. WisDOT will send you an Annual No-Change Affidavit email in advance of your due date.

If you need assistance or have any questions regarding your certification, please contact WisDOT at 608-266-8216.

Sincerely,

Vincent Fisher
Equal Opportunities Specialist

City of Madison

Department of Civil Rights
210 Martin Luther King Jr. Blvd., Rm. 523
Madison, WI 53703
(608) 266-4910
(608) 267-1142 FAX
(866) 703-2314 TTY/Textnet

Dane County

Dane County Executive Office
Office of Equal Opportunity
210 Martin Luther King Jr. Blvd., Rm. 421
Madison, WI 53703
(608) 266-4114
(608) 266-2643 FAX

Milwaukee County

Office of the County Board
Community Business Development Partners
Milwaukee County - City Campus
2711 West Wells Street
Room 830
Milwaukee, WI 53208
~~308~~ 278-5248
(414) 223-1958 FAX

Wisconsin Dept Of Transportation

DBE Office
4802 Sheboygan Avenue
Room 451
P O Box 7965
Madison, WI 53707-7965
(608) 266-6961
(608) 267-3641 FAX



STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION

Tony Evers, Governor
Joel Brennan, Secretary
James M. Langdon, Administrator

August 07, 2020

Mr. D. Ken Saiki
Saiki Design, Inc.
1110 South Park Street
Madison, Wisconsin 53715

Dear Mr. Saiki:

Congratulations! After reviewing the information you supplied with the MBE Recertification Affidavit, we are pleased to inform you that your firm has been granted continued MBE certification by the State of Wisconsin. Your firm's name will remain in the Department of Administration's Directory as a certified minority business enterprise. Enclosed is your certificate. Your certification is valid until **July 13, 2023**.

As you know, your firm is required to continue to revalidate your eligibility annually. We will provide you with an annual renewal affidavit notification 30 days prior to the annual renewal date. In addition, as an MBE, you are required to notify the Department in writing within 30 calendar days of any MBE status changes, such as phone number, e-mail, address or web site changes, so that suppliers can locate your firm when they search the MBE directory. The MBE directory is located on our website at: wisdp.wi.gov (on the right side of homepage above the 'apply for certification' tab).

We wish you continued success as a Minority Business Enterprise providing service to the many firms and agencies that recognize the importance of a diverse supplier base.

For further information about your State of WI MBE certification or if you have any other questions, please contact us at 608-267-9550.

Sincerely,

Tondra Davis

Tondra Davis, Director
Wisconsin Supplier Diversity
Program

Enclosure



STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION

Tony Evers, Governor
Joel Brennan, Secretary
James M. Langdon, Administrator

RECERTIFICATION

WI-2292 - MBE

The Department of Administration
Division of Enterprise Operations
having determined that

Saiki Design, Inc.

*Has successfully met the certification requirements as outlined in
Wisconsin Administrative Code Adm. 84 and the policies adopted thereunder,
hereby grants the designation of*

Minority-Owned Business Enterprise

and is recognized as such until the expiration of registration and certification on

Expiration: July 13, 2023

NIGP Codes:

90607 Architect Services, Professional
90656 Landscape Architecture
90672 Recreation Facilities (Parks, Marinas, etc.) - Architectural Services

NAICS Codes:

See online business directory at: <https://wisdp.wi.gov>

Product:

Landscape architecture.

Authorized By: *Tondra Davis*

Tondra Davis, Director - Wisconsin Supplier Diversity Program



In Association With



Technical Support for the Implementation of EPA Brownfield Hazardous Substances Assessment Grants

City of Council Bluffs, Iowa

November 25, 2020

Kaitlyn Mitchell

415 Oak Street
Kansas City, MO 64106
816.412.1741
tetratech.com

Robin Fordyce

1111 N. 13th Street
Omaha, NE 68102
406.972.8736
816.721.0777
bevireo.com

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1 INTRODUCTION

The nation behaves well if it treats the natural resources as assets which it must turn over to the next generation increased, and not impaired, in value.

~Theodore Roosevelt
("The New Nationalism," 1910)

Tetra Tech has prepared this proposal to demonstrate our technical abilities, qualifications, and capacity for brownfield identification and assessment and for imagining cleanup and redevelopment possibilities. We are committed to providing the City of Council Bluffs the technical skills, local resources, and management ability to deliver high-quality, cutting edge, and cost-effective services.

Tetra Tech understands the City's desire for revitalization and redevelopment. Environmental improvements can also significantly and beneficially improve social and economic conditions. Tetra Tech has successfully worked for cities and other local and municipal governments on hundreds of similar projects across the country and in the region, and we will bring the lessons learned from those projects to benefit the City's execution of this project. **These lessons learned will help accelerate this important grant-funded project to keep it on schedule, ensure that the City meets grant deadlines going forward, and ultimately result in successful revitalization within the County. Tetra Tech will fast track sites within the four highlighted areas—the Arts and Cultural District, the Reliance Battery Block, 16th Avenue, and Iowa Highway 275.**

Tetra Tech's office in Kansas City, Missouri, has a rich history of successful revitalization and redevelopment services in our metropolitan area, in surrounding states, and for the U.S. Environmental Protection Agency (EPA) in Region 7 (Iowa, Nebraska, Missouri, and Kansas). We are teaming with Vireo, a community development and planning firm based in Omaha, Nebraska, and Kansas City. **The core of our business has always been centered squarely on delivery of services for federal, state, and local environmental contracts, and our management practices and environmental services are therefore designed for the benefit of clients such as the City of Council Bluffs.**

Many companies can claim to have done hundreds of Phase I and Phase II environmental site assessments (ESA) and brownfields-related projects. But the **Tetra Tech team will bring the perspective of all stakeholders to bear for this project, including local community groups and neighborhood associations, municipal governments, state regulatory agencies, and EPA, because these stakeholders are our primary clients.**

Tetra Tech in Kansas City, Missouri, has 30 years of history within the greater metropolitan and regional area, built on successful back-to-back completion of projects and contracts for government clients in their quest to assess, prioritize, remediate, and revitalize our environment. We have been in the trenches during the revitalization of Kansas City, Missouri's downtown—assessing and remediating decades-old environmental conditions, and helping EPA by completing analysis of brownfields cleanup alternatives (ABCA) across Region 7. **All over the country, Tetra Tech is working to assess, prioritize, and remediate Brownfields properties, with the triple bottom line—social, environmental, and economic benefit—in mind.**

Importantly, Tetra Tech has direct experience working with communities and stakeholder groups in explaining environmental issues and establishing environmental benefits to maximize corresponding social and economic benefits. We know that most "engineering" for sustainable triple bottom line practices must occur at the human level—not only from our business experience, but from our ongoing efforts to truly practice what we preach: our work force pursues sustainability on a daily basis. Our Kansas City office is in a refurbished historic building in the urban core. **We share a common vision for redevelopment and sustainability with the City.**

The experience and approach presented in our proposal demonstrate that Tetra Tech is uniquely positioned to develop and implement strategic, visionary solutions for the City. **By selecting Tetra Tech, the City will be hiring a stable, financially sound firm whose foundation is science and technology. Tetra Tech is the # 1 ranked industry leader in environmental management, just as we have been for the last decade. We will provide state-of-the-art expertise to you, through the experience we have gained on work with other clients.**

Our submittal is organized in accordance with the outline within Section 10 of the Request for Proposal (RFP). [Section 2](#) describes our company history and that our Vireo, our teaming partner. Vireo’s disadvantaged business enterprise (DBE) certifications and Tetra Tech’s DBE system is described in [Section 3](#). [Section 4](#) presents the Tetra Tech team experience and qualifications, including an organizational chart, personnel roster, and resumes. [Section 5](#) summarizes our qualifications. [Section 6](#) provides descriptions of previous project experience similar to the City’s scope of work, and [Section 7](#) provides references for those projects. [Section 8](#) presents a comprehensive narrative statement that illustrates our understanding of the requirements of the project, including descriptions of our quality and health and safety systems. [Section 9](#) presents our cost detail. [Section 10](#) lays out a project timeline, followed by a description of our capacity in [Section 11](#).

2 FIRM HISTORY

Tetra Tech is a full-service, publicly owned, architectural and engineering firm, providing over 50 years of leadership in comprehensive environmental planning and consulting services.

Tetra Tech was founded as a civil engineering firm by four graduates of the California Institute of Technology. It has based itself in Pasadena, California, since 1966. Its select group of technical experts provided engineering services for waterways, harbors, and coastal areas. During these first decades, Tetra Tech completed projects that had global significance, from a groundbreaking tsunami wave study for the Atomic Energy Commission to master planning and designing coastal protection measures for Egypt’s Nile River Delta.

During the 1980s, Tetra Tech met the expanding need for environmental remediation, which involved groundwater modeling, landfill closing, and restoring contaminated military and manufacturing facilities and sites. The firm completed highly visible projects on behalf of the Department of Defense (DOD), EPA, and other federal agencies, all of which launched the company to its place among the leading environmental and engineering firms in the United States.

In December 1991, Tetra Tech became a publicly traded enterprise (TTEK). Since our initial public offering, the company has grown substantially, expanding markets, services, and clientele through internal growth and international acquisitions. Tetra Tech has offices and operational infrastructure throughout the US, Canada, and abroad. With 20,000 associates in more than 450 offices in more than 120 countries on seven continents, Tetra



ENR
Engineering News-Record

Tetra Tech
Rankings

- 1** Water
- 1** Dams & Reservoirs
- 1** Environmental Science
- 1** Solid Waste
- 1** Treatment/Desalination
- 1** Wind Power
- 4** Top 500 Design Firms

8/3/20



Wayne Miner

The Housing Authority of Kansas City, Missouri (HAKC), and its partners sought brownfields assistance to help redevelop a portion of the former Wayne Miner Housing Project to develop multifamily affordable housing units on the property. Environmental assessment on parcels immediately north of the site found lead contamination in soil. On behalf of EPA, Tetra Tech submitted the Phase I ESA reports for each of the properties and began Phase II ESA field activities within 2 weeks based on the recommendations of the Phase I ESA report. The Phase I reports concluded that soil contamination with lead and other hazardous constituents was likely. The Phase II ESA field activities included Geoprobe soil and groundwater sampling, lead screening of surface soil with a portable x-ray fluorescence (XRF) spectrometer, and a magnetic survey for buried metal on the subject property.

Tetra Tech's technical knowledge and hands-on site work is broad and deep. Our staff is supported by a uniform administrative and management system that project teams can access immediately to ensure work is completed effectively. ENR magazine ranks Tetra Tech a national and international leader in several markets.

Currently, Tetra Tech has 160 offices in 45 states, with more than 10,000 employees in the US and 150 professionals in EPA Region 7. Tetra Tech is experienced in conducting brownfield assessments, and Phase I and Phase II (due diligence) ESAs for properties ranging from small gas stations with one underground storage tank to some of the largest Superfund sites in the country. In all, we have completed thousands of Phase I and Phase II ESAs including sampling investigations for EPA, states, municipalities, lending institutions, law firms, insurance companies, real estate developers, and other clients. This experience includes prioritizing assessments, developing protocols and using existing protocols, incorporating the concerns of the community while educating all stakeholders, and remediating sites. Our Kansas City, Missouri, office is currently managing brownfields assessments for EPA in Region 7, for Nebraska Department of Energy and Environment (NDEE), and for the cities of Kansas City, Missouri; Kansas City, Kansas; Cincinnati, Ohio; and others. Our staff for this project is attached to our Kansas City, Missouri office. Ms. Kaitlyn Mitchell is the proposed project manager for this project.

Tetra Tech's clients include a diverse base of public and private sector organizations in the US, including hundreds of municipal and state agencies in all 50 states, federal agencies and the military, and many Fortune 500 companies. Through our full range of services, we help our clients optimize limited resources to develop clear, sustainable solutions based on sound science, communication, real innovation, and industry-leading approaches.

Vireo is a DBE (woman-owned business enterprise [WBE]) landscape architecture, planning, and design firm with a team of landscape architects, city planners, public outreach specialists, graphic designers, conservation ecologists, and environmental planners, based on Omaha and Kansas City. They create healthy places for people, and have built the firm on the design of environments that are attractive, livable, vibrant, and sustainable. Vireo's commitment to healthy ecosystems has been at the forefront of their philosophy since our establishment in 1995. They believe that healthy ecosystems are key to creating a healthy, happy and thriving economic climate and help communities realize this vision.

In 1995, Patti Banks set out to provide sustainable landscape architecture and planning solutions for the simple reason it was the right thing to do—for communities, for the environment and for clients. From that point on, everyone who joined Patti Banks Associates was asked to live up to the same high expectations of client service and a true commitment to sustainability. In 2012, Patti Banks Associates and Community ReDesigned, an Omaha-based landscape architecture and planning firm, combined capabilities to become Vireo. With a refined vision, based on the principles of environmental stewardship, placemaking, and community building, the firm has established a strong reputation recognized through numerous regional and national awards for their work.

Vireo knows how to integrate policy, design, and development at all levels. Their portfolio includes natural resource planning; transit supportive development planning; traditional neighborhood design; urban and streetscape design; park and trail planning; environmentally sensitive site design; public process management and project management.

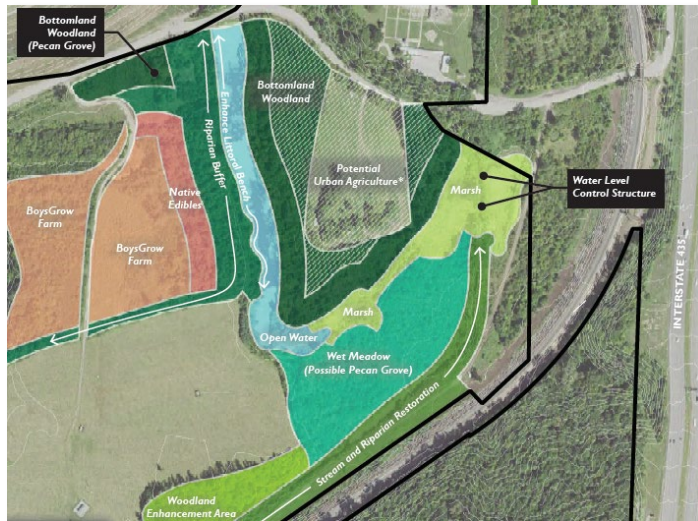
Vireo's clients include regional planning councils, counties, cities, institutions, and private developers. They are in a unique position to help each of their clients because of their previous and ongoing work and their passion for sustainable, community planning. Vireo uses a participatory process to generate solutions that increase our connections to nature while allowing us to live healthier lives and serve as better stewards of the environment.

Vireo staff includes landscape architects, community planners, natural resource planners, community engagement specialists, architects, ecologists and graphic designers. By combining their talents, they can provide their clients with the ability to reach out to people, to plan for the future and to create sustainable solutions that beautify, engage and grow the community in all respects.

Vireo facilitated the planning process to identify, and plan for the future redevelopment of 30 former industrial properties in South Omaha. Vireo developed a sustainability and suitability framework using geographic information systems (GIS) analysis to guide parcel selection and redevelopment planning. A key focus of the efforts was to identify green solution opportunities that would improve stormwater management, reduce the use of fossil fuels, reduce pollutant generation, and provide greatest benefit to redevelopment potential to support the current residents. Since its completion, the plan has provided a framework for the selection of a Master Developer to redevelop the Southside Terrace Neighborhood. The process included numerous stakeholder and

Vireo is an award-winning firm.

- **Target Green Marlborough, Kansas City, MO**
Mid-America Regional Council - [Sustainable Success Stories 2018](#).
- **Parkville Riverfront Parks, Parkville, MO**
American Society of Landscape Architects - [Central States Merit Award 2019](#).
- **Englewood Station Arts District Circulation Plan, Independence, MO**
American Society of Landscape Architects - Prairie Gateway Chapter Honor Award 2015.
- **Greater Kansas City Regional Bikeway Plan, Kansas City, MO**
American Society of Landscape Architects - Prairie Gateway Chapter Merit Award 2015.
- **Line Creek Trail, Kansas City, MO**
Kansas City Business Journal - Capstone Award 2014.
- **Middle Blue River Green Solutions Pilot Project, Kansas City, MO**
Mid-America Regional Council - Sustainable Success Stories 2014.
- **Unity Tower, Kansas City, MO**
Missouri Alliance for Historic Preservation - Preserve Missouri Award 2014.
American Society of Landscape Architects - Central States Honor Award 2014.
- **MyArts, Independence, MO**
Kansas City Business Journal - Capstone Award 2014.
- **Platte Landing Park Ecosystem Restoration, Platte County, Missouri**
American Society of Landscape Architects - Prairie Gateway Chapter Honor Award 2014.



Brush Creek-Blue River Confluence

Vireo led development of the Brush Creek-Blue River Confluence Section 206 Preliminary Assessment conducted for the U.S. Army Corps of Engineers, Kansas City District. Its ecosystem restoration plan was incorporated into the City's Municipal Farm Brownfields Sustainable Reuse Plan, along with stormwater green infrastructure and urban agriculture uses.

Vireo's team conducted field reconnaissance on 316 acres at the Brush Creek-Blue River confluence to evaluate existing wetland and riparian habitats conditions, identifying nearly 100 acres of ecosystem restoration opportunities to increase the quantity, quality, and diversity of aquatic habitat. Vireo is working with Heartland Conservation Alliance, the City, and numerous partners and funders to implement the ecosystem restoration and brownfields plans. Vireo has helped the partners obtain nearly \$750,000 in funding and assistance, including EPA Targeted Brownfields Assessments. Restoration of the initial 28 acres began in 2019 and will be completed in 2021.

public engagements, requiring thoughtful consideration to engaging a diverse range of age groups, ethnicities, and English/non-English speaking individuals.

Our team offers unmatched local and national qualifications to complete the services required in the RFP cost effectively and efficiently as demonstrated by the knowledge of our key personnel and the extent of our project experience (see [Sections 5](#) and [6](#) of our proposal).

3 DBE STATUS

Through all of our work on federal, state, and municipal contracts, Tetra Tech has a long commitment to ensuring the participation for a range of disadvantaged business enterprises (DBE), including WBEs, minority business enterprises (MBE), small business enterprises (SBE), 8(a) firms, and other small disadvantaged businesses (SDB). We work regularly with DBE drillers, laboratories, and equipment suppliers.

Our procurement team understands how to locate, evaluate, and contract with DBE subcontractors, ensuring that the firms meet all of our, and our clients', quality and health and safety requirements. We regularly work with Keystone Laboratories Inc. (a WBE) on all competitive bid opportunities for analytical services. Other preferred vendors used by Tetra Tech including Geoprobe and drilling companies such as Seagull Environmental Technologies, Plains Environmental Service, Environmental Priority Service, Inc., and Saberprobe LLC; all companies are disadvantaged business enterprises. Tetra Tech typically procures equipment from Pine Environmental Services Inc. (a SBE), Field Environmental Instruments, Inc. (a SBE), or Eagle Instruments (a WBE).

In addition to these relationships, we have a long history of working with Vireo, a certified DBE. Vireo is certified as a Tier II small business for the City of Omaha, expiring August 22, 2021, and by Iowa Department of Transportation as a DBE valid until August 28, 2021 ([Exhibit 1](#)).

EXHIBIT 1 DBE CERTIFICATION



August 28, 2020

Linda deFlon
Patti Banks Associates, LLC
d/b/a Vireo
929 Walnut, Suite 700
Kansas City, MO 64106

RE: Affidavit of Continued DBE/ACDBE Certification Eligibility

Ms. deFlon,

This letter confirms receipt of your annual No Change Affidavit and supporting documentation. The Iowa Department of Transportation (Iowa DOT), in compliance with 49 Code of Federal Regulations Part 26 (49 C.F.R. §§26 et seq.), is pleased to inform you that your firm's information has been reviewed and approved. Your firm's Disadvantaged Business Enterprise (DBE) certification will remain valid for another year.

The DBE Directory, located at <https://secure.iowadot.gov/DBE/Home/Index/>, will continue to list your contact information and will include the following NAICS codes and description of services performed:

NAICS Code: 541320
Work Types: Landscape Architecture, Community Planning, and Natural Resource Planning

As a DBE, you have the responsibility to comply with all aspects of 49 C.F.R. Part 26; maintain an accurate mailing address and phone number with Iowa DOT and promptly return all solicitation inquiries. If you have any questions, please contact this office.

Sincerely,

Danny Wagener
Civil Rights Compliance C

515-239-1304

RE-CERTIFICATION FOR TIER II SMALL BUSINESS

NAICS CODES: 541620 and 541990

THIS CERTIFICATE IS AWARDED TO

Patti Banks Associates dba Vireo

 DIRECTOR OF HUMAN RIGHTS & RELATIONS

8-22-18

 DATE

 MAYOR

8/22/2018

 DATE

EXPIRATION DATE
8/22/2021

JEAN STOTHERT, MAYOR
CITY OF OMAHA

FRANKLIN T. THOMPSON
DIRECTOR OF HUMAN
RIGHTS & RELATIONS

4 PROJECT TEAM DESCRIPTION

Successfully conducting and completing a high visibility program such as the implementation of the Council Bluffs brownfields program requires a strong, experienced team that is committed to the needs of the client and the overall goals of the project. Tetra Tech is ready to deliver a highly skilled, regionally knowledgeable, nationally recognized, and empowered team to maximize the success of this important project. As indicated by the large number of Brownfields projects provided in [Section 6](#), and by the extensive brownfields experience shown in the resumes of personnel included in this section, Tetra Tech offers a diverse, highly capable, and highly experienced organization to the City of Council Bluffs with extensive, recent, and relevant experience.

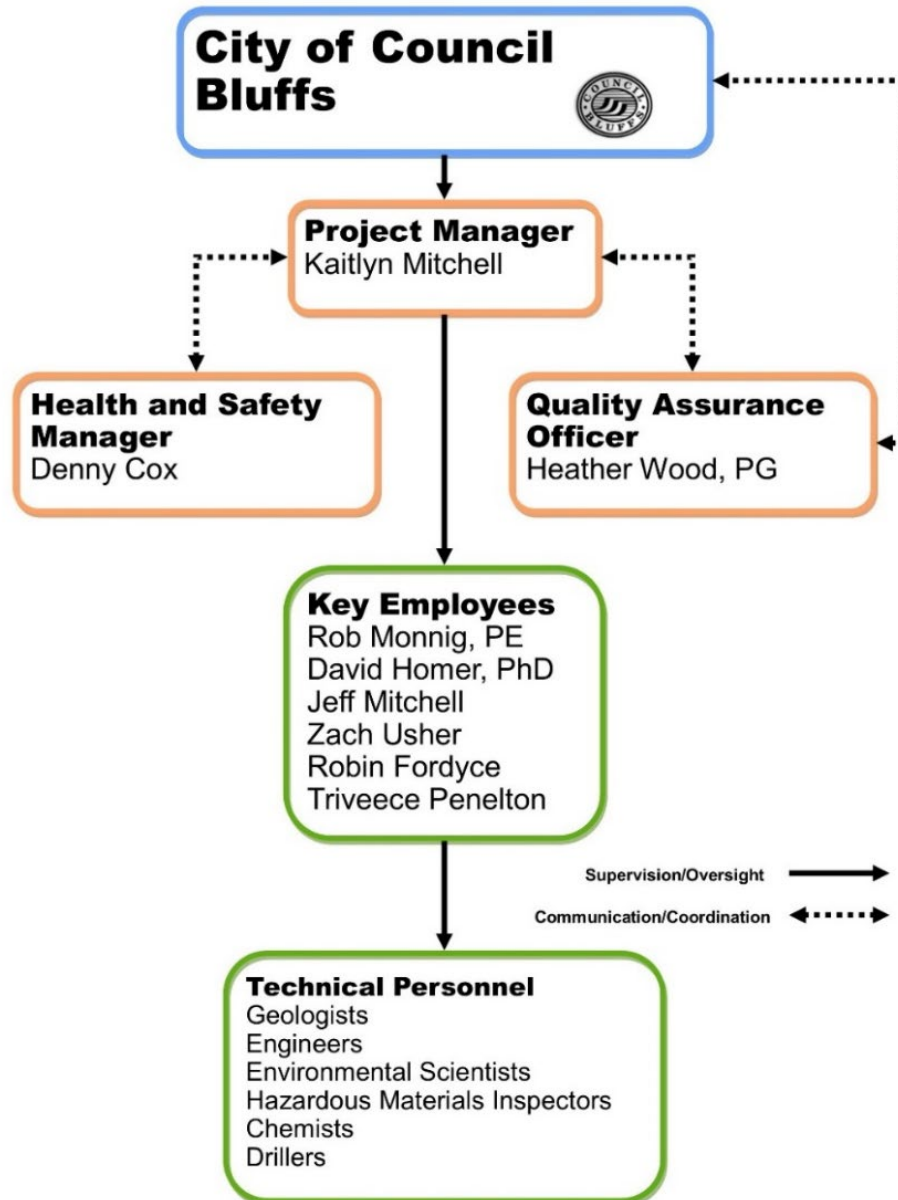
Tetra Tech has worked for many years on brownfield projects for cities, states, and the federal government, and our staffing plan is designed to facilitate our ability to bring the most qualified personnel resources to the project, while controlling costs and improving quality. To plan and implement tasks within the project, Tetra Tech will draw on our brownfields team in Kansas City and Vireo's public relations and community development team in Omaha. As needed, we can also tap into our national expertise within Tetra Tech.

Our staffing plan first includes a team of key management personnel: our Project Manager (**Kaitlyn Mitchell**), our Quality Assurance Officer (**Heather Wood**), and our Health and Safety Officer (**Denny Cox**).

The second step of our staffing plan was to identify expertise in specific areas which we believe are particularly relevant to this project. We have identified four highly qualified individuals who will serve as lead technical staff throughout the project. These people will assist the management team throughout completion of this project. They are:

- Iowa Professional Engineer: Rob Monnig, PE
- Risk Assessor: David Homer, Ph.D.
- Hazardous Materials Specialist: Jeff Mitchell (Asbestos Hazard Emergency Response Act [AHERA] and Iowa-licensed Asbestos Inspector)
- Hazardous Materials Specialist: Zach Usher (Licensed Lead Based Paint [LBP] Inspector with Iowa Certification in process)
- Planner and Designer: Robin Fordyce
- Community Involvement Specialist: Triveece Penelton

**EXHIBIT 2
ORGANIZATION CHART**



The organization of our team is illustrated in [Exhibit 2](#) and their qualifications and experience follow. A roster of some of the additional technical staff who are likely to participate in the implementation of the project is provided in [Exhibit 3](#). Resumes for our project management team and key technical staff follow.

Kaitlyn Mitchell, Project Manager

Ms. Mitchell is a Project Manager with a bachelor’s degree in Environmental Science and a master’s degree in engineering project management with over 10 years of experience managing projects and providing technical support for clients in the government and private sectors. Major area of expertise includes Phase I and II ESAs; hazardous materials surveys including asbestos, lead, mold, and household hazardous waste; demolition and abatement contractor oversight. Project management in these areas includes, managing multiple project sites simultaneously; overseeing field teams; technical report preparation; environmental field sampling; quality control and quality assurance for environmental field work; and client communication.

Targeted Brownfields Assessments (TBA), EPA Region 7. Ms. Mitchell is the current project manager for a task order with EPA Region 7 to implement brownfields assessments in Iowa, Nebraska, Kansas, and Missouri. Under this task order, she is managing teams assessing former auto maintenance facilities, a brick factory, a neighborhood with seven distinct sites, and former clandestine methamphetamine sites. All sites are evaluated against residential screening levels.

Unified Government of Wyandotte County Kansas (UG) Brownfields Assessment Grant Program – Kansas City, Kansas. Ms. Mitchell was the Program Manager for the “One-KC Bi-State Grant” program administered by the UG. To date, Tetra Tech has completed ESAs at dozens of sites, ranging from small single building commercial sites to area-wide assessments covering city blocks and dozens of structures. The assessments included Phase I and II ESAs, hazardous materials assessments (including asbestos containing materials [ACM], LBP, polychlorinated biphenyls [PCB], and other hazardous materials), underground storage tank (UST) assessment and removal, and property condition assessments (PCA). For each site, a quality assurance project plan (QAPP) was developed and approved by EPA. Coordination with end users, UG officials, EPA, and Kansas Department of Health and Environment (KDHE) was necessary for project success. As Program Manager, Ms. Mitchell provides critical communication with the client, has written and reviewed the final deliverables, and participated in community outreach seminars and meetings to work with stakeholders on redevelopment plans.

NDEE Section 128 Brownfields Assessments. Ms. Mitchell has served as the Project Manager and field team lead for multiple brownfield Phase I and II assessments for NDEE for the past decade. Projects included Phase I and II ESAs and hazardous materials surveys for community projects of various size throughout Nebraska.

Asbestos and Mold Survey of Flood Damaged Homes, Cedar Rapids, Iowa. Ms. Mitchell is licensed in the state of Iowa as an asbestos inspector. She completed asbestos surveys, mold identification, and household hazardous waste identification on approximately 1,500 flood damaged homes in the Cedar Rapids, Iowa area. Ms. Mitchell is responsible for hazardous materials survey report preparation and upload to a Share Point website; close-out post remediation report preparation, organization and filling of all field sheets, lab results, and sample chain of custodies; conducted sample result interpretation; and finally development of all files and field sheets needed for the oversight of the remediation of the hazardous materials in the homes prior to their demolition.

Citadel Plaza Redevelopment Area Area-Wide Phase I ESA of 156 Parcels, Brownfields Assessment Grant Program, Kansas City, Missouri. Ms. Mitchell was the Project Manager for an area-wide Phase I ESA on 156 parcels within the Citadel Plaza Redevelopment Area in Kansas City, Missouri. Numerous recognized

EDUCATION

M.E., Project Management, University of Kansas, 2017
 B.S., Environmental Science, University of Kansas, 2010

AREA OF EXPERTISE

Project Management
 Phase I ESAs
 Asbestos, LBP, Mold
 Technical Reporting/Review
 Environmental Sampling

TRAINING/CERTIFICATIONS

AHERA Asbestos Inspector
 Current Asbestos Inspector License for the State of Iowa and Missouri

YEARS OF EXPERIENCE

10

environmental conditions (REC) were identified associated with the subject property and surrounding properties including the following sources of contamination: area-wide asbestos contamination either on the subject property or hydraulically upgradient. Ms. Mitchell also assisted in facilitating a public meeting to address the findings of the Phase I ESA.

63rd and Prospect Redevelopment, Missouri Brownfields Voluntary Cleanup Program (MBVCP), Kansas City, Missouri. Ms. Mitchell was the Project Manager for tasks under this contract. She assisted in developing a remedial action plan (RAP) and design plan specifications and bid documents for removal of suspect ACM buried in multiple parcels at the site. Her team completed Phase I and II ESAs along with hazardous materials assessments (on remaining structures) and UST removal at a former gas station within the site boundaries. Ms. Mitchell assisted in facilitating public meetings to discuss the potential remedial actions at the site. Once a remediation strategy was chosen, Ms. Mitchell assisted in developing the specs for bidding purposes. Ms. Mitchell provided oversight, along with air monitoring and clearance sampling for the removal of the asbestos in soils and provided expertise in dealing with technical issues, coordination with the abatement contractor, and communication with the State agencies in achieving a Certification of Completion from the MBVCP. All tax abatement credits are contingent on the receiving of the Certification of Completion.

Horace Mann School Assessment for MBVCP, Kansas City, Missouri. Ms. Mitchell acted as an asbestos inspector and Missouri Air Sampling Technician for the contract. Ms. Mitchell assisted in developing an ABCA to evaluate the remediation options (including costs) for the removal of the hazardous materials identified in the three-story 50,000-square-foot building prior to the demolition activities. Ms. Mitchell then assisted in developing a RAP for the removal of the hazardous materials identified based on the preferred option listed in the ABCA. The ABCA and the RAP are the first steps in the process to complete the MBVCP, which is a brownfields program in Missouri that provides funding for renovations projects. Ms. Mitchell was part of the team that provided oversight, along with air monitoring and clearance sampling for the removal of the hazardous materials.

Brownfields Assessment for Indian Springs Mall Redevelopment, Kansas City, Kansas. Ms. Mitchell acted as an asbestos inspector for the contract with the UG. Ms. Mitchell led a team that completed a full hazardous materials inspection on the four-building complex, encompassing approximately 800,000 square foot. The inspection started with a Phase I and Phase II ESA, followed by a full asbestos, lead based paint and mold inspection. Potentially PCB-containing caulking was sampled along with an inventory and categorization of all household hazardous waste in the buildings was completed. Ms. Mitchell provided critical communication with the client.

Brownfields Assessment, Kansas City Missouri School District (KCMSD), Kansas City, Missouri. Ms. Mitchell acted as an asbestos inspector for the contract. Ms. Mitchell led a team that completed a full hazardous materials inspection on four KCMSD properties (Bryant, Blenheim, Graceland and Seven Oaks). The inspections started with a Phase I and Phase II ESA, followed by a full asbestos, LBP, and mold inspection. Potentially PCB-containing caulking was sampled along with an inventory and categorization of all household hazardous waste in the buildings was completed. Ms. Mitchell provided critical communication with the client. She also wrote the final deliverables required for the contract.

Heather Wood, PG, Quality Assurance Officer

Ms. Wood has more than 20 years of consulting experience, including 17 years as an environmental consultant and more than 5 years as an information-systems consultant to state agencies. She is a licensed professional geologist in Missouri and Nebraska and serves as a Quality Control Coordinator (QCC) for her Tetra Tech operating unit. She has technical expertise related to due diligence, site assessment, groundwater quality evaluation, Resource Conservation and Recovery Act (RCRA) compliance, and guidance and training development.

TBAs, EPA Region 7. Ms. Wood is a qualified environmental professional, technical reviewer, and QCC providing oversight and technical review of Phase I and II TBAs for EPA Region 7 under both the Superfund Technical Assessment and Response Team (START) and RCRA Enforcement and Permitting Assistance (REPA) contracts. Sites assessed under her review have included industrial, commercial, and multi-site subject properties.

Section 128 Brownfields Assessments, NDEE. Ms. Wood is a project manager, qualified environmental professional, author, technical reviewer, and QCC for Phase I and II TBAs for NDEE. Sites assessed under her review have included industrial, commercial, and multi-site subject properties.

Phase I ESA Reports, Telecommunications Client, Multiple States. As part of a single large acquisition, Tetra Tech’s client re-required the completion of 31 Phase I ESAs in a single month. Ms. Wood oversaw the preparation of the reports by a team of more than 25 authors and field personnel over 10 states. She prepared a template for use by all authors. She also reviewed each report for technical adequacy, compliance with the ASTM International (ASTM) standard, and specific client requirements. She also ensured that each report had a consistent voice, regardless of the author.

Advanced Drainage Concepts/Green Solutions Project Support, EPA Region 7, Kansas City, Missouri. EPA’s Office of Research and Development’s (ORD) National Risk Management Research Laboratory is currently implementing a project to develop, implement and evaluate the use of advanced drainage concepts, particularly green infrastructure (GI) for combined sewer overflow control. The project team used the previous REPA contract vehicle to request the installation of various kinds of green infrastructure on commercial and residential properties in the same study area. Ms. Wood managed the implementation of advance drainage concepts, including installation of rain gardens and rain barrels and disconnection of downspouts. She conducted public outreach to community and volunteers.

Smart Growth Training Materials, City of Kansas City Missouri. “Smart growth” is sustainable development that focuses on how and where new development should be accommodated in order to build strong neighborhoods, promote economic development, provide families a clean and healthy environment, and offer transportation choices. Tetra Tech was chosen to support the City of Kansas City in implementing a grant received by the City from EPA. Ms. Wood researched development case studies, target audiences, and growth principles; interviewed developers and property owners; participated in and facilitated focus group and roundtable meetings; and developed outreach materials.

EDUCATION

M.S., Geology, University of Kansas, 2001

B.A., History, Trinity University, 1991

AREA OF EXPERTISE

Regulatory Compliance and Permitting

Hazardous Waste Management
Site Assessment/Due Diligence

TRAINING/CERTIFICATIONS

RG, Missouri (#2007006640)

PG, Nebraska (#G-0414)

LEED AP

YEARS OF EXPERIENCE

20

Denny Cox, Health and Safety Manager

Mr. Cox has over 25 years of environmental, health and safety and hazardous materials experience, focused primarily on health and safety regulatory compliance, environmental health and safety training and emergency response. Mr. Cox currently serves Tetra Tech as a Health and Safety Manager, the EPA Region 7 START III Health and Safety Officer, the Corporate Oil and Gas Health and Safety Lead, a Senior Environmental Health and Safety Trainer, and a Project Manager.

Since 1997, Mr. Cox's responsibilities have included work for government and private industry clients in areas such as emergency response; project site safety audits on hazardous waste sites; health and safety plan review; regulatory compliance audits; and implementation, coordination, and documentation of various environmental, safety and health training programs. Throughout his career, Mr. Cox has gained experience in industrial and chemical hygiene; hazard categorization (HAZCAT) of unknown chemicals; selection, use, and maintenance of personal protection equipment and respiratory protection equipment; preparation, approval, and implementation of health and safety on various projects; monitoring and sampling, and quality control plans for environmental projects; Clandestine Drug Laboratory training and assessment; selection, use, and maintenance of monitoring, sampling and industrial hygiene equipment; and Indoor Air Quality, including odor investigation, and occupant complaints.

Regulatory specialties and experiences have involved numerous federal agencies including U.S. Navy, DOD, and EPA, with a strong emphasis on Occupational Safety and Health Administration (OSHA) and EPA regulatory issues. Mr. Cox has extensive experience in providing technical health and safety services to a broad range of industries including governmental agencies, environmental, manufacturing, chemical manufacturing and processing, and petrochemical industries.

For several large contracts, Mr. Cox has served as the Regional Health and Safety Program Manager. In that capacity, responsibilities have included providing oversight and approval for the performance of efforts by Tetra Tech personnel, as well as those performed by team and lower-tier contractor organizations. These have also included the responsibilities for developing comprehensive written Health and Safety Programs for those contracts, created and implemented the process for developing compliant and effective Health and Safety Plans and policies for hazardous waste and oil and gas operations, and review and approval of hundreds of these documents. He has performed numerous project site audits to determine the ongoing effectiveness of the company H&S program to determine conformance to regulatory and contractual requirements. Mr. Cox has served in this role for many project sites located throughout the United States.

EDUCATION

B.S., Industrial Safety Management, University of Central Missouri, Warrensburg, Missouri, 1994

AREA OF EXPERTISE

Health and Safety Training
Project Management

TRAINING/CERTIFICATIONS

OSHA HAZWOPER Supervisors
Hazardous Materials Technician with 8-hour Refreshers
Homeland Security Exercise and Evaluation Program Instructor
Incident Command System 100-400, 700, and 800

YEARS OF EXPERIENCE

25

David Homer, PhD, Risk Assessor

Dr. Homer is a Senior Environmental Scientist, Risk Assessor, and Regulatory Specialist with 40 years of experience in human health and ecological risk assessment, environmental restoration, and implementation of environmental regulatory programs. Dr. Homer is an experienced program and project manager, having led multidisciplinary teams in a variety of technical assignments, and he has been responsible for training federal, state, local, and industry officials on risk assessment.

Nebraska Remedial Action Plan Monitoring Act (RAPMA) Voluntary Cleanup Program (VCP), NDEE. Dr. Homer was the technical lead scientist for the development of remediation goals for the State of Nebraska’s VCP and conducted two updates of the remediation goals. As part of these activities, Dr. Homer prepared a position paper outlining options for developing remediation goals and attended meetings to discuss these options. Dr. Homer was responsible for developing the remediation goals and preparing the supporting technical documentation and guidance materials.

VCP, Pennsylvania Department of Environmental Protection (PADEP). Dr. Homer also provided risk assessment oversight support to PADEP at several sites across the state. Sites include refineries, former steel mills, petroleum refining waste storage areas, and landfills. Under this contract, Dr. Homer reviewed risk assessment for technical content and well as their conformance with the states Act 2 Land Recycling Act, its voluntary cleanup program. Dr. Homer attended meetings with PADEP and potentially responsible parties (PRP) to support PADEP risk assessment position and assist in negotiations.

Risk Assessment Support for START, EPA Region 7. Dr. Homer has conducted baseline human health risk assessments and screening level ecological risk assessment at several facilities under the START contract. The sites included Tetrachloroethene (PCE) Southeast Contamination Site in York, Nebraska, Valley Park Trichloroethene (TCE) Site in Valley Park, Missouri, Des Moines TCE Site in Des Moines, Iowa, and PCE Former Dry Cleaner Site in Atlantic, Iowa. These sites included a variety of contaminated media – soils, sediment, surface water, groundwater and indoor air via vapor intrusion.

Risk Assessment Support, EPA Region 7. For EPA Region 7, Dr. Homer is provided support to the RCRA program through oversight of the human health and ecological risk assessments being performed at a number of sites in the region. This work was performed under several work assignments. The support Dr. Homer provided through the review of risk assessment work plans, review of risk assessment reports, and attending meetings with EPA staff to discuss review comments. The sites included the chemical manufacturers, aircraft manufacturers, refineries, ammunition plants, pesticide manufactures, and railroad maintenance sites. The contaminants addressed at these sites included heavy metals, volatile organic compounds (VOC), semivolatile organic compounds (SVOC), polynuclear aromatic hydrocarbons (PAH), PCBs, and pesticides in soil, groundwater, and indoor air.

EDUCATION

Ph.D., Environmental Science,
University of Texas at Dallas,
1980

M.S., Environmental Science,
University of Texas at Dallas,
1975

B.S., Biology, Valparaiso
University, 1974

AREA OF EXPERTISE

Environmental Restoration
Risk Assessment
Remediation and Corrective
Action
Property Transfer
Regulatory Compliance

PROFESSIONAL ASSOCIATIONS

Society of Environmental
Toxicology and Chemistry
ASTM International - E-50 -
Environmental Assessment,
Risk Management and
Corrective Action

YEARS OF EXPERIENCE

40

Rob Monnig, PE, Professional Environmental Engineer

Mr. Monnig is a Professional Environmental Engineer and Certified Health Physicist (CHP) with a bachelor's degree in Chemical Engineering from the University of Missouri and seventeen years of experience providing environmental assessment, remedial design, compliance, and emergency response services. Mr. Monnig has provided environmental engineering support for over 20 EPA sites, including brownfields sites, Formerly Used Defense (FUD) sites, Superfund sites, and emergency response sites.

TBA at Dakota City, Nebraska, U.S. EPA Region 7. Mr. Monnig served as the project manager for a TBA at a former disposal site along the Missouri River, where groundwater and soil had been impacted by releases of selenium and other heavy metals. Mr. Monnig led the effort to complete Phase II site characterization through geophysical studies, soil sampling, and the installation of a monitoring well network. Also, Mr. Monnig also led the Phase III effort to identify and evaluate potential remedial technologies for groundwater and soil. These efforts are coordinated through EPA, local officials, and the Nebraska Remedial Action Plan Monitoring Act (RAPMA) VCP to develop a remedial strategy that is satisfactory to all stakeholders.

63rd and Prospect Redevelopment for Missouri Voluntary Cleanup Program, Kansas City, Missouri. Mr. Monnig provided field support and reviews of the deliverables for the Phase I and II ESAs along with removal of a UST at a former gas station. Mr. Monnig was critical in providing guidance for the UST removal and evaluation of results from the Phase II ESA to determine a remediation strategy.

Superfund Feasibility Study for Parkview Well Site, EPA Region 7. Mr. Monnig conducted a feasibility study at the Parkview Well Site in Grand Island, Nebraska, to develop remedial alternatives to address a chlorinated solvent groundwater plume and source area contamination. Mr. Monnig reviewed site characterization data and researched treatment technologies to develop multiple remedial alternatives, analyze the alternatives against evaluation criteria, and prepare cost estimates for the remedial alternatives.

Winnebago Scrap Metal Removal Assessment (RA), U.S. EPA Region 7. Mr. Monnig was the project manager for this RA on Winnebago Tribal land in Thurston County, Nebraska. The site encompasses an area at the Winnebago Roads Department facility where greensand material from decommissioned drinking water plant equipment was spilled onto the ground surface. The greensand material was used as a filter media to treat drinking water and had accumulated naturally occurring radionuclides. Sampling results showed elevated levels of thorium-228, radium-226, and other radionuclides in the greensand material. Based on this information, EPA determined that a hazardous substance was present at levels that posed an imminent threat to human populations, thereby warranting a time-critical RA. Mr. Monnig guided excavation/disposal of soil and decommissioned equipment impacted with greensand material and conducted a feasibility study to determine if the area could be released for unrestricted use.

EDUCATION

B.S., Chemical Engineering,
University of Missouri –
Columbia, Columbia, MO, 2001

AREA OF EXPERTISE

EPA Superfund Cleanup
Health Physics
Radiological
Assessments/Cleanups

TRAINING/CERTIFICATIONS

Professional Engineer: Kansas
(19115), Missouri (PE-
2008007651), Nebraska (E-
12862), Texas (109510), Iowa
(21818), Oklahoma (26694)
CHP, American Board of Health
Physics

YEARS OF EXPERIENCE

17

Jeff Mitchell, Hazardous Materials Specialist

Mr. Mitchell is a hazardous materials compliance, assessment, and abatement specialist. He has numerous certifications and licenses, including Iowa Asbestos Inspector and AHERA and Project Designer & Contractor Supervisor. He also provides technical support for a variety of environmental and industrial hygiene media including air, water, soil, asbestos, lead and mold.

Environmental Assessment and Remediation Services, America Multi-Cinema (AMC) Inc., Nationwide. Mr. Mitchell is the program manager for hundreds of AMC environmental assessments and remediation projects that have taken place throughout the country. Mr. Mitchell coordinates licensed asbestos, LBP and mold inspectors within Tetra Tech and at times subcontractors to conduct asbestos, LBP, and mold inspections at AMC movie theaters throughout the country. To date, over 300 individual sites have been addressed, including sites in Iowa, Kansas, Missouri, and Nebraska.

United States Postal Services (USPS) Industrial Hygiene Support Services, Nationwide. Mr. Mitchell is the asbestos, LBP, and mold technical lead for this contract. Mr. Mitchell supplies support and oversight for teams of industrial hygienists that conduct surveys and abatement oversight/air monitoring at USPS locations throughout the country, including sites in Iowa, Kansas, Missouri and Nebraska. Mr. Mitchell reviews survey reports and abatement work plans and provides guidance to USPS personnel on state regulations for abatement oversight. Two project examples include Dodge City, Kansas, site that included an asbestos and LBP survey and abatement oversight and the Plainfield, Iowa, site that included asbestos abatement oversight and clearance sampling where Mr. Mitchell lead the field teams and reviewed all deliverables.

The Miller Nichols Library Hazardous Materials Survey, Kansas City, Missouri. Mr. Mitchell is licensed in the state of Missouri as an asbestos and lead inspector. He acted as the field sampling team leader for the contract. Mr. Mitchell lead a team that completed a full hazardous materials survey, including LBP survey and asbestos inspection at the 4-story 175,000-square-foot Miller-Nichols Library on the University of Missouri-Kansas City Campus.

Hazardous Materials Survey and Phase II ESA, National Geospatial Intelligence Agency (NGIA), EPA. Mr. Mitchell acted as project manager of the Phase II ESA and hazardous materials survey at the proposed site of the NGIA. Mr. Mitchell led a team that completed asbestos and LBP surveys, and inventory of hazardous materials at 85 residential structures in St. Louis, Missouri. The project also included an extensive Phase II ESA to assess presence of contamination in subsurface soil and groundwater. Mr. Mitchell engaged in critical communication with the client, and wrote and reviewed the final deliverables required by the contract.

Rayco Phase I & II ESA and Hazardous Materials Survey, NDEE. Mr. Mitchell was field team leader of the Phase I ESA site walk, Phase II ESA sampling for sub-slab soil vapors, and hazardous materials survey of the historic movie theatre proposed for renovations. Mr. Mitchell also wrote the final deliverables and offered recommendations for proper removal of identified asbestos and LBP.

EDUCATION

B.S., Agronomy, Soil & Water Conservation, Kansas State University, 2000

AREA OF EXPERTISE

ACM, LBP, & Mold
 Environmental Compliance (CERCLA/RCRA)
 Technical Reporting/Review
 Environmental Sampling

TRAINING/CERTIFICATIONS

AHERA Asbestos Inspector, Project Designer & Contractor Supervisor Training
 Current Asbestos Inspector License for the State of Hawaii, Iowa, Missouri, Nebraska, Nevada & Virginia.
 Current AHERA Asbestos Project Designer for the State of Missouri
 Current Lead Based Inspector Certification for the State of Kansas, Hawaii, Missouri and Nebraska

YEARS OF EXPERIENCE

19

Zach Usher, Hazardous Materials Specialist

Mr. Usher is an environmental scientist providing technical support for clients in both the public and private sectors. This includes multi-media environmental sampling, environmental assessments, and client communication. He has performed numerous Phase II ESAs, asbestos inspections, LBP surveys, subsurface investigations, and remediation oversight for private clients.

START 7- Missouri, EPA. Mr. Usher has been involved in START projects, working on sites involving lead removal, brownfield redevelopment, soil sampling and private well sampling. Mr. Usher has also conducted LBP surveys at sites using an XRF Niton device.

START Brownfields - Oak Street City Hall, Poplar Bluff, Missouri. Mr. Usher assisted in performing a hazardous materials survey of this brownfields site which included a former government building in downtown Poplar Bluff, Missouri. The scope of work included a Phase I, asbestos, LBP, and hazardous waste survey. The site had Lead-Based Paint and Asbestos Containing Building Material. He conducted the field work with the assistance of a coworker, assisted in the report writing and performed data analysis.

Camp Fire Incident, Paradise, California, CalRecycle. Mr. Usher served as an Environmental Unit Leader during debris removal activities after the most destructive wildfire in California destroyed over 14,000 structures. He was responsible for conducting site assessments, remediation oversight, and soil sampling for hundreds of burned commercial and residential properties undergoing debris removal. Mr. Usher also provided technical support including quality control and data management for the site assessment teams. Field equipment used included Jerome mercury vapor analyzer, MultiRae PID, Ludlum radiation meter, and XRF devices.

Red River Army Depot, Texarkana, Texas. Mr. Usher served on a team performing sampling of suspected asbestos containing material on over 100 buildings at the Red River Army Depot in Texarkana, Texas. Activities included asbestos sampling and preparing chain of custodies for sample transport as well as coordinating with base personnel on scheduling.

Various Commercial and Government Clients, Missouri and Illinois. Mr. Usher performed numerous asbestos inspections throughout Missouri and Illinois also encompassing abatement oversight and air monitoring activities. Air monitoring activities included using low and high volume air pumps to monitor for dust, mold, and asbestos. He also provided project oversight on asbestos and mold abatement projects and performed final clearance air monitoring.

Phase II Environmental Site Assessments, various private clients. Mr. Usher conducted Phase II ESAs for various private clients, including subsurface investigation activities and asbestos and LBP surveys at numerous project sites located throughout the Midwest. Mr. Usher performed sampling for groundwater, soil, and soil vapor as well as coordinated and provided oversight for drillers using Geoprobe equipment.

EDUCATION

B.S., Geography and Environmental Resources
Southern Illinois University
Carbondale, 2013

AREA OF EXPERTISE

Environmental Site Assessments/Due Diligence
Field Sampling
Asbestos and LBP Inspections
Remediation Oversight

TRAINING/CERTIFICATIONS

FEMA ICS 100
10-hour OSHA
AHERA-Asbestos Inspector
MO, IL, AR
NIOSH 582
Lead Based Paint Risk Assessor – MO, KS, IA (in process, confirmation #IOWDPH009174874)

YEARS OF EXPERIENCE

6



Robin Fordyce | PLA

Principal-In-Charge | Landscape Architect

Robin uses her experience in both the public and private sectors to design quality, cost-effective and sustainable landscapes. With a background rooted in art and music she believes that any design problem, big or small, is an opportunity to create inspiring landscapes that set a high standard of aesthetics that bring value to the user and client. She leads projects of all phases of design from concept and idea formation through construction documentation and administration. Her skills in drafting, GIS, artistic representation and design software applications make it simple to effectively communicate ideas to others. She enjoys a challenge and a collaborative approach to design.

EDUCATION

Master of Landscape Architecture, Kansas State University, 2009

American Society of Landscape Architects - Nebraska Dakotas Chapter, President 2019-2020

REGISTRATION

PLA NE 377

PLA IA 00729

PLA KS 900

PLA MO 2018032997

EXPERIENCE

11 Years with Vireo

AFFILIATIONS

Smart Cities - Omaha, Implementation Committee, 2019-2020

Society of American Military Engineers, Omaha Post

Relevant Experience

Conagra Council Bluffs Plant Landscape Screening | Council Bluffs, Iowa

Southside Terrace Redevelopment Framework Plan | Omaha, Nebraska

Omaha Brownfields Coalition Plan | Omaha, Nebraska

Adams Park/John Creighton Blvd Green Infrastructure | Omaha, Nebraska

Fontenelle Park Green Infrastructure | Omaha, Nebraska

Gilmore Avenue Combined Sewer Overflow Landscape Improvements | Omaha, Nebraska

Dundee Elementary Green Infrastructure Demonstration | Omaha, Nebraska

Greening America's Capitals - 6th Avenue Corridor Green Infrastructure | Des Moines, Iowa

Greening America's Capitals - Triangle Neighborhood Green Infrastructure | Madison, Wisconsin

Hoosier White River Habitat Restoration | Omaha, Nebraska

Nebraska Game and Parks River Trail Design Standards | Nebraska

Nebraska Game and Parks Natural Playscapes Design Publication | Nebraska

N 48th Street Landfill End-Use Recreation & Environmental Plan | Lincoln, Nebraska

Amana Colonies Eco-Park Master Plan | Amana, Iowa

Kansas City Riverfront Heritage Trail | Kansas City, Missouri & Kansas

Penn Valley Park Roadway and Lake Renovation | Kansas City, Missouri
18Broadway

Urban Community Garden | Kansas City, Missouri

ConAgra Campus Enhancements | Omaha, Nebraska

Lake Zorinsky Playground | Omaha, Nebraska

2101 Broadway Roof Top Terrace | Kansas City, Missouri

JP Lord School Sensory Playground and Garden | Omaha, Nebraska

Omaha Veterans Ambulatory Care Clinic Nature Garden and Green Roof | Omaha, Nebraska



Landscape Architecture | Planning | Design



Triveece Penelton | AICP

City Planner | Public Involvement Innovator

Triveece is a city planner and communications innovator at Vireo. She is also the creator of the Digicate® software application for community engagement, which Vireo powers and utilizes as part of its community engagement services. She has worked with community organizations and government agencies at the state, county, and local levels for years. The projects she manages blend planning with intensive public engagement, education, information sharing, messaging, and branding. Triveece's strengths lie in developing and executing the communications and planning processes by which groups of stakeholders are strategically brought together to discuss the opportunities ahead of them through corridor, area, and comprehensive planning efforts that use creative and innovative tools to gather meaningful input.

EDUCATION

Master of Urban Planning,
University of Kansas, 2002

Bachelor of Architectural
Studies, University of
Kansas, 2000

REGISTRATION

AICP

EXPERIENCE

15 Years with Vireo

AFFILIATIONS

Community Planning
Assistance Team, American
Planning Association, 2017

Technical Assistance Panel,
Urban Land Institute, 2018

Community Assistance
Planning Services
Committee, 2019, 2020

Adhoc Housing Commission
Grandview, Missouri, 2019

Advisory Board for Center
for Neighborhoods,
University of Missouri-
Kansas City, 2016-2019

Advisory Board for the
Department of Urban
Planning, University of
Kansas School of Public
Affairs and Administration,
2009-2019

Relevant Experience

Forever North Housing & Multimodal Transportation Study | Omaha,
Nebraska

Manderson Market Small Area Concept Plan: Housing | Omaha, Nebraska

MAPA Heartland 2050 Regional Vision Plan | 8 Counties in Iowa and
Nebraska

Sarpy County Transit Feasibility Study | Omaha, Nebraska

Leavenworth County Road 1 Land Use Analysis | Leavenworth Co., Kansas

Grand Island Grandeur Vision | Grand Island, Nebraska

Prairie Band Potawatomi Nation Integrated Feasibility Study | Mayetta,
Kansas

Ernie Miller Nature Park & Nature Center Master Plan | Olathe, Kansas

Blue River Watershed Integrated Plan | Kansas City Metro

MARC Energy Works KC | Kansas City Regional Metro

Upper Blue River Watershed Initiative | Johnson County, Kansas

Liberty Parks and Recreation Rejuvenation Master Plan | Liberty, Missouri

Blue River Trail | Kansas City, Missouri

I-70 Environmental Impact Statements | Kansas City, Missouri

Johnson County Stream Asset Inventory | Johnson County, Kansas

MARC Regional Green Infrastructure Initiative | KC Metropolitan Region,
Kansas, Missouri

K-32 Tri-City Multimodal Redevelopment Plan | Wyandotte County, Kansas

75th & Wornall Improvements & Green Infrastructure | Kansas City,
Missouri

Sedgwick County Watershed Management Business Plan | Sedgwick County,
Kansas

Independence Avenue Pedestrian Safety Plan | Kansas City, Missouri

Bel Aire Bicycle & Pedestrian Master Plan Update | Bel Aire, Kansas

Spring Rain Campaign and Brand | Sedgwick County, Kansas



Landscape Architecture | Planning | Design

EXHIBIT 3 STAFFING MATRIX

Personnel	Years of Experience	Highest Degree Obtained	Discipline	Targeted Brownfields Assessments	Phase I Environmental Site Assessment	Site Assessment and Sampling								Remediation Design and Planning			Project Planning and Outreach							
						Environmental Sampling	Direct-Push Technology	Monitoring Wells Installation	Vapor Intrusion Sampling	Asbestos and LBP Sampling	Mobile Laboratories	Site Restoration Services	Field Oversight	Groundwater Monitoring Evaluations	Remediation Design	Feasibility Studies	Contaminant Transport Models	Health and Safety Plans	Quality Assurance Project Plans	Standard Operating Procedures	Review Checklists	Guidance Documents	Public Outreach Materials	Workshops
Tim Barbeau	5	BS	Environmental Science	X	X	X	X	X	X		X	X	X	X					X	X	X	X	X	X
Stephanie Caples	3	BS	Geology	X	X	X	X	X			X		X						X	X				
Eric Deselich	23	MS	Chemistry/Public Admin			X					X		X						X	X	X	X	X	X
Jerrett Domling	25	MS	Environmental Science	X		X	X	X					X	X					X					
Bryan Erickson	23	HS	Industrial Hygiene	X	X	X	X		X	X			X					X	X	X	X			
Ted Faile, PG, CHMM	29	MS	Hydrogeology/ Geophysics	X	X	X	X	X			X	X	X	X	X	X	X		X	X	X	X		
Emily Fisher	19	BS	Biology	X	X	X				X	X	X	X										X	
Bethany Gatz	4	BS	Civil Engineering	X	X	X	X		X			X	X	X	X	X			X	X				
Danielle Gibson	7	MS	Civil Engineering	X	X	X	X	X			X		X		X				X					
Lauren Holt	3	BS	Geology	X	X	X	X	X			X		X	X					X					
Jenna Mead, RG	37	BS	Geology	X	X	X	X	X			X	X	X						X	X	X	X		
Lauren Murphy	4	BS	Geology	X	X	X	X	X					X					X	X	X	X			
John Simpson, CHMM	21	BA	Environmental Science	X	X	X	X	X			X	X	X	X	X				X	X	X			
Ryan Slanczka	6	BS	Wildlife Biology	X	X	X		X					X	X					X					
Scott Schulte	28	MUP	Env. Planning & Design	X	X								X		X			X	X			X	X	X
Bill Spiking	14	BS	Geography		X	X							X							X	X	X	X	X
Mike Williams, PG, CPG	30	MS	Hydrogeology			X	X	X				X	X	X	X	X			X	X	X	X	X	X
Colin Willits	18	BA	Geography	X		X	X	X					X	X					X					
Dave Zimmermann	31	BA	Environmental Studies	X		X	X	X	X		X	X	X		X				X	X	X	X	X	

5 FIRM QUALIFICATIONS

The Tetra Tech team has a long history working with municipal and local government partners, including the cities of Council Bluffs, Iowa; Omaha, Nebraska; Kansas City, Missouri; Des Moines, Iowa; Madison, Wisconsin; and Kansas City, Kansas (the UG). Our team’s service to all of our municipal clients has allowed us to understand the particular challenges that are faced by the City of Council Bluffs in implementation of its development goals. Our team of dozens of professionals have years of experience in site assessment, brownfields assessment, risk assessment, and public outreach for metro area cities, and regional states. And our long and close relationship with EPA has provided us with extensive experience in EPA grant and financial reporting.

Additionally, the Tetra Tech team offers Council Bluffs a broad range of experience, responsive to all aspects of the RFP scope of services, as summarized below. Following, as evidence of this experience, [Section 6](#) describes our qualifications and related experience demonstrating our capability to provide the services described in the RFP Scopes of Services. [Section 7](#) provides references for that work.

6 PREVIOUS PROJECT EXPERIENCE

Tetra Tech has more than 30 years of experience working with EPA, state agencies, and municipal planning departments, including conducting dozens of brownfields assessments that have included Phase I and II ESAs, ABCAs, RAPs, risk assessments, hazardous materials surveys and community outreach. We have completed brownfields assessments in all four states of EPA Region 7, both in the largest cities in Region 7 and in towns with populations of less than 1,000 people.

The brownfields sites our team has assessed have included multiple city blocks in St. Louis, Missouri; Kansas City, Missouri; Kansas City, Kansas; Waterloo, Iowa; and Omaha, Nebraska. Under a brownfields grants or brownfields task orders, we have assessed large multi-parcel rural areas that will be inundated by reservoirs and railroad easements that will be converted to bike trails. Our team has conducted brownfield assessments of automotive repair shops, dry cleaners, warehouses, railroad roundhouses, former manufactured gas plants (FMGP), landfills, smelters, waste haulers, sewage treatment plants, meat packers, hospitals, flour mills, metal finishers, jails, scrap metal recyclers, tank farms, schools, concrete mixers, post offices, grain elevators, airports, and a variety of manufacturers and distressed residential and commercial properties.

Once the Phase I and II assessments are completed, the Tetra Tech team has direct experience with community service activities include prioritizing assessments and identifying brownfields targets; developing community involvement plans and participating in community planning team meetings; assessing remedial alternatives and supporting community decisions for remediation; and overseeing remediation of brownfields sites. Under START, Tetra Tech has prepared ABCAs for properties in Dakota City, Nebraska; Winnebago, Nebraska; Keokuk, Iowa; and Carter Lake, Iowa.

6.1 START Targeted Brownfields Assessments, EPA Region 7

EPA has tasked Tetra Tech under multiple task orders within EPA START contracts II, III, IV, and V to assist EPA’s brownfields program in addressing abandoned, idle, or underused industrial and commercial facilities. Tetra Tech has conducted Phase I and II TBAs, ABCAs, risk assessments, remedial assessments (including Phase III TBAs), hazardous materials surveys and developed RAPs. Assessments are conducted in accordance with

In its brownfield work with EPA Region 7, over multiple contracts, Tetra Tech has completed:

- 45 Phase I TBAs
- 46 Phase II TBAs
- 24 Hazardous Materials Surveys
- Two Phase III TBAs
- Building Demolition Plan
- Four Tier I Risk Assessments
- Seven ABCAs
- Inventory of Unsound Buildings

EPA 540-F-96-028, *Guidance for Performing Site Inspections Under CERCLA*, and other applicable guidance documents, including ASTM standards E 1527-13 and E 1903-19 and the EPA’s All Appropriate Inquiries (AAI) rule. Primary objectives of assessments are to determine the nature and extent of contamination, risks posed by the contamination, cleanup alternatives, and costs of cleanup options for site redevelopment.

Phase I TBAs have ranged in size from single buildings to multiple city blocks in St. Louis and Kansas City to large rural areas and small communities. Over multiple START contracts, Tetra Tech has developed methodologies for completing Phase I TBAs for multiple properties to minimize mobilization costs and turnaround time to Phase II assessment. Tetra Tech prepares a work plan, QAPP, and health and safety plan (HASP) for each field event. Tetra Tech has also completed hazardous material surveys to determine the presence of ACMs, LBP, PCBs, hazardous waste, and other hazardous materials. These hazardous materials surveys are often completed concurrently with the Phase I and II TBAs to minimize costs and streamline remediation decisions.

On behalf of the START contract, Tetra Tech also supports community service activities to support future remediation of sites once the presence of contamination has been established, including Phase III TBAs, ABCAs, risk assessments, and development of RAPs.

Some examples of our brownfields work for START includes:

- Tetra Tech completed a Phase I TBA at a former gas station site in Carter Lake, Iowa, on behalf of the Omaha Tribe of Iowa. The Phase I identified RECs from historic use of the property, and a subsequent Phase II TBA identified the presence of lead, VOCs, and SVOCs in soil and groundwater. Based on the findings, Tetra Tech prepared an ABCA to assess the relative feasibility of excavation versus implementation of land use controls (LUC).
- Tetra Tech conducted a Phase I TBA at the Elkem Carbide site in Keokuk, Iowa, which was historically used for zinc refining, production of hardened lead alloy, and manufacture of various carbide products. Based on the Phase I, which identified RECs based on historical activities at the site, Tetra Tech conducted the Phase II TBA. Soil, sediment, and groundwater samples were collected, and analytical results were compared to Iowa Department of Natural Resources (IDNR) Statewide



Switzer School Redevelopment

The Switzer School (also known as West High School) site is a 4.5-acre, 5-building Complex on Kansas City, Missouri’s West Side. The core school buildings were constructed at the end of the 19th century in the Italian Renaissance and Neo-Classical styles. Their abandonment and dilapidation on a high visibility corner was a source of concern in the neighborhood. On behalf of EPA Region 7, Tetra Tech conducted Phase I and II brownfields assessments and a hazardous materials survey, including asbestos, LBP, PCBs in caulk, and mold. The Phase II was able to rule out any RECs, and the hazardous materials survey quantified materials for subsequent abatement. Redevelopment began in 2015. Using historic preservation tax credits, they are now high quality market-rate apartments as [Switzer Lofts](#).

Standards for contaminants in soil and groundwater. Results exceeding these standards were further evaluated via preliminary evaluations of the site resident, site worker, and construction worker exposure scenarios. Tetra Tech prepared an ABCA for the site that evaluated limited removal with capping versus complete source removal and offsite disposal.

- Tetra Tech conducted a Phase II TBA of the proposed NGIA site in St. Louis, Missouri. Uses of the site, which covers about 550 parcels and includes 98 structures, had been mostly residential, with some commercial/industrial usage. The Phase II TBA included direct-push technology (DPT, commonly called Geoprobe) soil and groundwater sampling for chemical and geotechnical analysis. In addition to the Phase II efforts, Tetra Tech conducted pre-demolition hazardous materials, ACM, and LBP surveys at 85 properties to be demolished. Finally, Tetra Tech prepared a demolition plan to guide sequencing of demolition activities and ensure compliance with state regulations regarding abatement of ACM and household hazardous waste (HHW).
- Tetra Tech completed a Phase I TBA at a public works garage in Winnebago, Nebraska. The Phase I identified RECs from historic use of the property, and a subsequent Phase II TBA identified the presence of metals and hydrocarbons in soil and groundwater. Based on the findings of the Phase II, Tetra Tech prepared an ABCA to assess the feasibility of excavation, implementation of LUCs with soil gas venting, or in situ remediation.

6.2 Brownfields Site Assessments, Unified Government of Wyandotte County Kansas (UG)

Tetra Tech has been the prime contractor supporting the UG's brownfields grant program since 2010, through two grant awards. Projects under both grants have ranged from single building sites to entire city blocks in downtown KCK.

Under both grants, Tetra Tech worked with the UG project manager, Brownfields applicants, and EPA to ensure timely completion of projects and effective communication among all parties involved in the project. Tetra Tech also supported the UG and community stakeholders in identifying brownfield assessment targets. Tetra Tech prepared community involvement plans, prepared materials for and supported

Target Area Planning Team meetings, and assessed brownfield eligibility for potential targets. Tetra Tech also supported all brownfield reporting requirements, including property profile forms, and coordinates with UG staff quarterly to update the Assessment, Cleanup and Redevelopment Exchange System (ACRES) database.

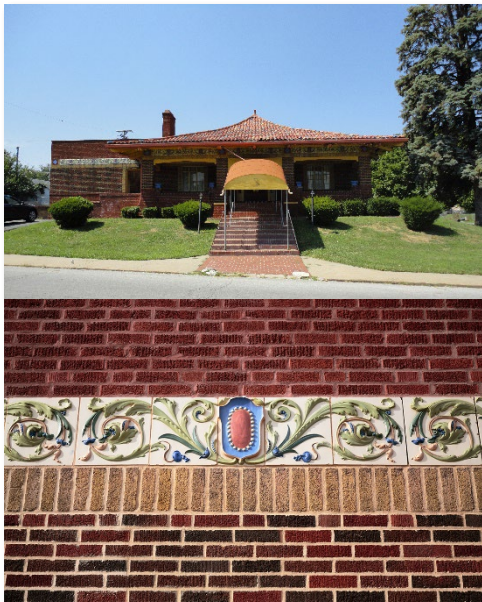
Tetra Tech conducts Phase I ESA in accordance with the ASTM standard E 1527-13 and EPA's AAI rule. Phase I ESAs have included the Indian Springs Mall, Quindaro Catalyst, Midland Pharmaceuticals, Veterans of Foreign Wars (VFW), and Downtown KCK Healthy Campus sites, as well as smaller sites like former gas stations and dry cleaners.

Tetra Tech conducts Phase II ESAs according to the site-specific requirement under EPA, KDHE Voluntary Cleanup and Property Redevelopment Program (VCPRP), and ASTM Standard E 1903-19. Phase II ESA activities have included Geoprobe DPT soil and groundwater sampling, and ground penetrating radar (GPR) surveys.

Tetra Tech has also provided AHERA-accredited inspectors trained in state regulations governing asbestos projects, to conduct hazardous material inspections and surveys. Our surveys follow procedures and protocols

In its brownfield work with the UG, over multiple grants, Tetra Tech has completed:

- 27 Phase I ESAs
- 14 Phase II ESAs
- 17 hazardous materials surveys, including ACM and LBP assessments
- Three PCAs
- Remediation of a leaking UST
- Community Involvement Plan
- Target Area Planning Team meetings
- Brownfield Eligibility Studies



Simmons Senior Housing

This property, in the historic Argentine neighborhood in Kansas City, Kansas, was originally constructed in 1921 as the Argentine Hospital. The Mission and Craftsman style building was converted to a mortuary, which operated until 2007. On behalf of the UG, Tetra Tech completed Phase I and Phase II brownfields assessments at the property. The Phase II consisted of DPT sampling of soil and groundwater. Tetra Tech confirmed the presence of impacted soil from a UST and oversaw the removal of the tank and confirmation sampling. In 2015, the property was converted to affordable senior apartments, preserving many of its key architectural details.

specified in the National Emission Standards for Hazardous Air Pollutants (NESHAP) and all local and state regulations. Tetra Tech has provided Kansas-licensed LBP inspectors to conduct LBP screenings at sites that were built prior to 1978. In addition, Tetra Tech also provides environmental professionals trained and experienced in the identification of mold to conduct each mold investigation. Mold investigations include a visual assessment for mold, followed by collection of tape-lift samples from multiple areas in where visible mold was identified and air sampling if deemed necessary to gauge air quality of the building.

Tetra Tech has also supported community service activities as part of the brownfields grant, to assist in decisions regarding future site assessments, future remediation, and ongoing operations and maintenance. In addition to hazardous materials surveys, for sites with potentially usable structures, Tetra Tech has provided PCAs to determine the future costs of using and maintaining the buildings. The assessments follow ASTM E 2018-15, Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process. The scope of services includes a site visit; observations of the site and its improvements; reviews of available construction and maintenance documents, and local code compliance reports; and interviews. Tetra Tech assesses the general physical condition and maintenance status of the property and offers recommendations regarding repair and maintenance items we consider significant for the property to continue in its current operation and/or to undergo restoration to a good condition consistent with comparable properties of similar age.

Some examples of our brownfields work for the UG include:

- Tetra Tech completed a Phase I ESA at the historic downtown VFW hall, which a local community group intended to repurpose as a community center. The Phase I revealed RECs from historical operations at adjacent properties. Based on the Phase I, Tetra Tech conducted a Phase II ESA at the site, which included DPT groundwater sampling for VOC analysis. Because the age of the building and its potential for reuse, Tetra Tech also completed an ACM and LBP survey and a PCA.
- Tetra Tech conducted a Phase I ESA of thirteen parcels in downtown KCK, over six blocks, to support the redevelopment into a grocery-store-anchored redevelopment project as part of the Mayor’s “Healthy Campus – Downtown Parkway District.” Following this initial area-wide Phase I, Tetra Tech conducted a second area-wide Phase I ESA to include an additional 21 parcels. Tetra Tech also assisted the UG in identifying buildings on adjacent parcels.

- Tetra Tech conducted a Phase I ESA and hazardous materials survey at the former Midland Pharmaceuticals site, which includes 19 buildings over thirty acres. The Phase I identified RECs from accumulation of hazardous waste (still on site) and the hazardous materials survey confirmed the presence of ACMs.
- Tetra Tech completed a brownfields eligibility assessment for the Neighborhood Revitalization Strategy Area (NRSA) for the Park Drive Neighborhood in KCK. Using historical sources and environmental data bases, Tetra Tech identified more than 70 potential brownfield sites in the NRSA.

6.3 Environmental Engineering Services, NDEE

Tetra Tech currently provides CERCLA and RCRA support to NDEE under an environmental engineering services contract. Tetra Tech has had continuous contracts with the agency going back to 1993. Under environmental and engineering services contracts since 2001, Tetra Tech has participated in multiple Section 128(a) Phase I and Phase II ESAs and guided sites from Phase I assessment through cleanup.

Tetra Tech works closely with the NDEE project managers, the local brownfields applicant (typically a regional development authority), city public works departments, and property owners to coordinate sampling, communicate results, and provide guidance for future activities. About a quarter of the assessments have been in Omaha and Grand Island.

In its brownfield work with NDEE, over multiple contracts, Tetra Tech has completed:

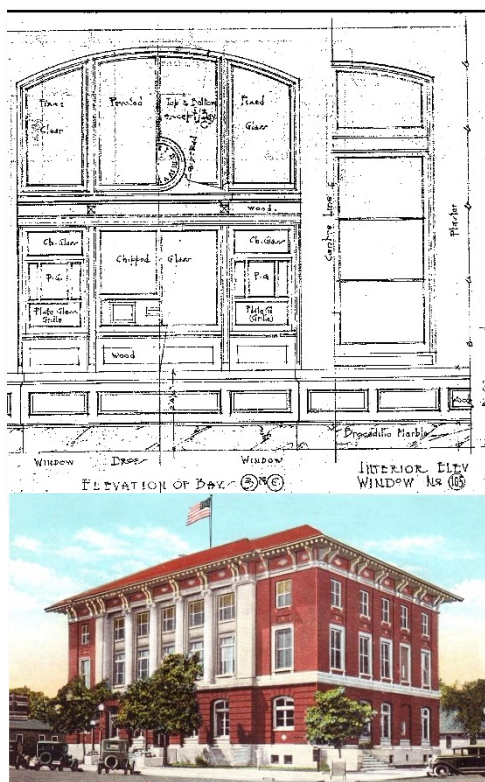
- 35 Section 128(a) Phase I ESAs
- 16 Section 128(a) Phase II ESAs
- Vapor Intrusion Evaluation
- 14 hazardous materials surveys, including ACM and LBP assessments
- VCP guidance and outreach
- A complete Phase-I-to-Cleanup of a former grain elevator

Tetra Tech conducts Section 128(a) Phase I ESAs in accordance with ASTM standard E 1527-13 and the EPA's AAI rule. Phase I ESAs have included grain elevators, dry cleaners, railyards, meatpacking plants, airports, power plants, and FMGPs. Although an asbestos survey is not part of the scope of a Phase I ESA, personnel performing the site reconnaissance are typically certified in Nebraska for lead and asbestos inspection, allowing them to specifically focus on areas that will subject to sampling and assessment during the Section 128(a) Phase II ESA process. As requested by the NDEE project manager, Tetra Tech also combined the Phase I and hazardous materials surveys to minimize mobilizations costs to areas that are sometimes quite remote.

Tetra Tech conducts Section 128(a) Phase II ESAs according to the site-specific EPA, NDEE requirements, and ASTM Standard E 1903-19. Tetra Tech prepares a work plan, QAPP, and HASP for each field event. Phase II ESAs are focused performed to verify Phase I findings and, if possible, to determine the level and extent of the contamination. Typically, a Phase II ESA for NDEE utilizes DPT to assess potential sources of contamination in soil and groundwater, but they have also included collection of indoor and outdoor air samples.

In addition to assessment, Tetra Tech has also participated in community service activities to support remediation and outreach. Tetra Tech prepared NDEE guidance materials for the RAPMA VCP and implemented its roll-out to stakeholders via a series of public meetings and workshops. Tetra Tech also developed a Citizen's Guide to the VCP Program fact sheets, notices, and brochures, all of which were also translated into Spanish. Tetra Tech has periodically revised and updated the remedial action goals and protocol for the VCP guidance document in order to reflect state of the art guidance from EPA.

Finally, Tetra Tech also has conducted oversight on site remedial projects. For example, at the Atlanta grain elevator site in Atlanta, Nebraska, Tetra Tech completed the Phase I and II ESAs, then oversaw the remediation of the site and removal of waste.



Prairie Arts Center

This 1913 Italian Renaissance post office in North Platte, Nebraska, had been unused and partially vacant for years. On behalf of NDEE, Tetra Tech conducted Phase I and II brownfields assessments and hazardous materials assessment. The Phase II was able to rule out any RECs, and the hazardous materials survey quantified materials for subsequent abatement. Redevelopment began in 2008. The building is now registered with the Nebraska State Historical Society and listed on the National Register of Historic Places. It is the home of the Prairie Arts Center, a community hub with exhibits, meeting spaces, classrooms, and artists' studios.

Some examples of our brownfields work for NDEE includes:

- Tetra Tech completed a Phase I ESA at former beauty school in Omaha and identified RECs from the buildings location within the Omaha Lead Superfund site as well as historical operations at nearby FMGPs and drycleaners. Based on the Phase I, Tetra Tech conducted a Phase II ESA at the site, which included DPT groundwater and soil sampling for lead, VOCs, SVOCs, and hydrocarbons. The Phase II identified groundwater impacts from chlorinated VOCs, and Tetra Tech conducted a follow-on vapor intrusion (VI) sampling event. During this event, Tetra Tech sampled groundwater, sub-slab vapor, and interior/exterior ambient air. Based on this VI sampling, Tetra Tech was able to conclude that contamination of groundwater was unlikely to cause an impact to indoor air at the site.
- Tetra Tech completed a Phase I ESA at a volunteer fire department building in Crawford that was the former location of an auto repair shop that was proposed as the location of a community theater. The Phase I ESA was conducted simultaneously with a ACM/LBP/LCM survey. The Phase I identified a REC related to a historic fuel tank that was removed in the 1930s. A Phase II was conducted that included soil and groundwater DPT sampling for metals, VOCs, and hydrocarbons. In addition, Tetra Tech collected sub-slab and ambient vapor samples. As a result of the sampling, Tetra Tech was able to confirm that concentrations of vapors in building did not exceed non-residential standards, and no groundwater or soil exceeded any risk-based standard.
- Tetra Tech conducted a Phase I ESA at former rolloff waste container management site in Norfolk that was also the location of illegal waste incineration. The Phase I identified RECs based on the historical operations at the site, including the waste burning and potential disposal of hydrocarbons to floor drains. A Phase II was conducted that included DPT sampling of soil and groundwater for metals, VOCs, SVOCs, and hydrocarbons as well as sampling of the floor drain itself. Tetra Tech was able to determine that neither soil nor groundwater exceeded risk-based standards.

6.4 Omaha Green Solutions Pilot Program, Omaha, Nebraska

As the city of Omaha looked to integrate green solutions into its stormwater management efforts, Vireo was an integral part of the Green Solutions Pilot Program team that evaluated locations across the city for their potential to reduce the stormwater load on the city’s combined sewer system.

The City of Omaha, through its Clean Solutions for Omaha Program, was committed to a solution for its combined sewer overflow that incorporated best practices to reduce stormwater pollution and impacts on the wastewater system. Omaha’s Stormwater Program focused on eliminating prohibited non-stormwater discharges through a National Pollutant Discharge Elimination System (NPDES) municipal stormwater discharge permit. Working in tandem, the two programs improve Omaha’s water quality.

Green infrastructure uses natural and engineered systems that work with or imitate natural systems to manage urban stormwater before it gets to storm sewers, reducing impacts on the combined sewer system. Natural systems include installation of appropriate vegetative cover, planning approaches such as tree preservation, reduction or replacement of impervious cover, as well as structural interventions such as rain gardens and permeable pavements.

Streetscaping solutions, ponds and lakes were particular areas of emphasis and Vireo developed conceptual designs and cost estimates for several parks and boulevard locations. The team carefully considered the context of each and integrated guidance and feedback from the Parks and Recreation Department to ensure a seamless delivery that enhanced the city’s green spaces.

The city used the designs, cost estimates and potential effectiveness of each to prioritize and select the most beneficial and cost-effective options to carry forward into its capital improvements program.

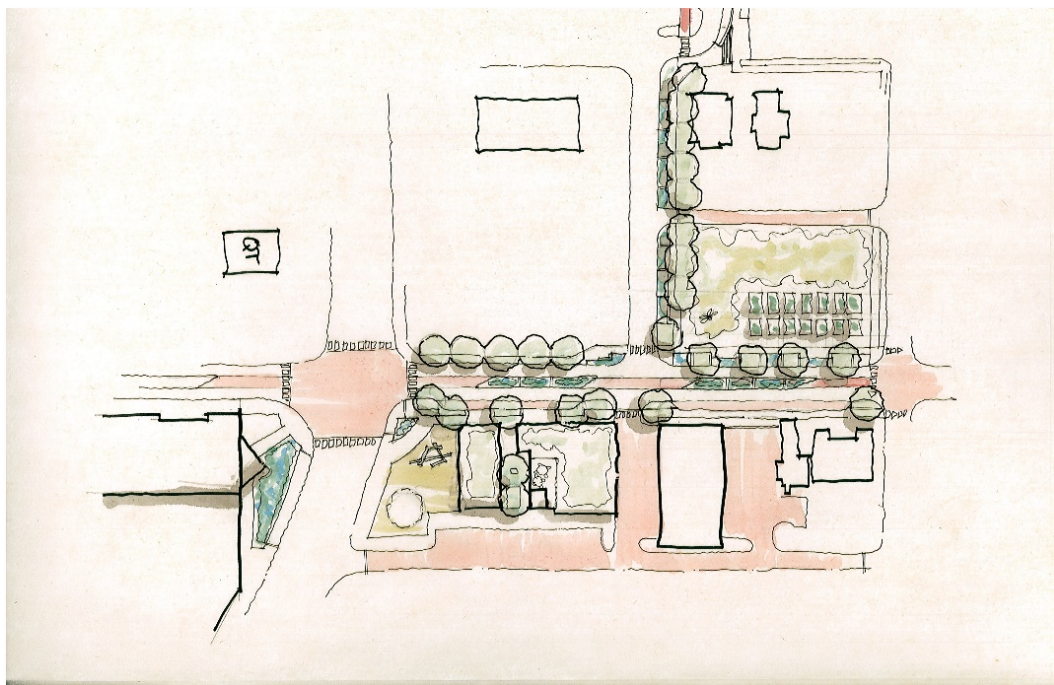


6.5 Greening America's Capitals, Des Moines, Iowa

As part of its Greening America's Capitals program (now Greening America's Communities), EPA sought to help cities and towns develop an implementable vision of environmentally friendly neighborhoods that incorporate innovative green infrastructure and other sustainable design strategies.

In an effort to revitalize the 6th Avenue District in Des Moines, Iowa, the EPA hired Vireo to manage a three day design charrette and to conceptualize how storm water green solutions and other sustainable site practices can be used to catalyze neighborhood development while creating environmentally-friendly streetscapes.

Using a wide range of solutions, including pervious pavements, bioretention, and road diets, Vireo and the design team created a series of plans and graphics to help the residents and City officials visualize these green solutions. Along with sustainable practices, the team developed concepts of the 6th Avenue district that connected it with the surrounding neighborhood, and showed a vision of development that supports healthy living, a thriving economy and sustainable practices.



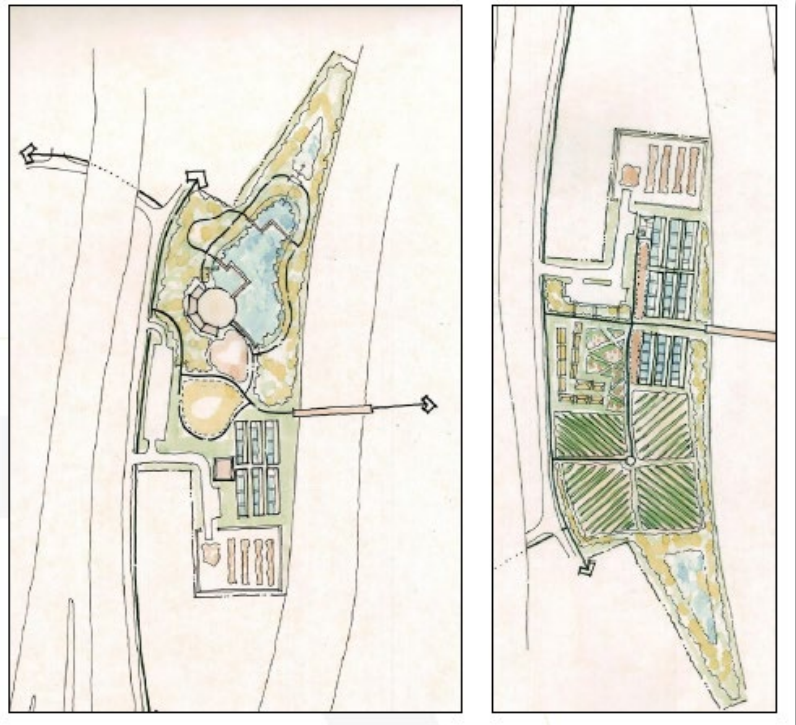
6.6 Brownfields Coalition Assessment and Cleanup Plan, Metropolitan Area Planning Agency

South Omaha is Omaha, Nebraska’s historic industrial and immigrant district. Heavy industrial development in Omaha initially flourished on the west bank of the Missouri River as a result of the transcontinental railway; barge and trucking infrastructure; livestock slaughter and meat processing; grain storage and processing; agricultural chemical and nutrient formulation and distribution; steel fabrication; and lead reprocessing. However, newer industries such as medical, insurance, and banking moved away from the River, leaving the historical industrial core abandoned, idled, or underused

To revitalize the community and catalyze economic development, over a thousand business and community representatives came together to plan the South Omaha Development Project. The Brownfields Coalition Assessment and Cleanup Plan guided the assessment and redevelopment planning of 30 former key industrial properties, a key implementation milestone.

Vireo developed a sustainability framework and used GIS analysis to help guide parcel selection and redevelopment planning. Green solution opportunities were identified at both the site and district scales.

Strategies included natural stormwater management, reduction of energy usage and pollutant generation, recycling biomass, and development of green space for recreation; while providing high-paying “green” jobs and educational opportunities, and promoting sustainable practices such as urban agriculture.



7 REFERENCES

We are pleased to provide references who will vouch for the quality of the work we have performed on their behalf. Descriptions of this work are included in [Sections 5](#) and [6](#) of this proposal.

EXHIBIT 4 REFERENCES

TETRA TECH	VIREO
Todd Davis, Site Assessment Manager U.S. Environmental Protection Agency Region 7 (913) 551-7749 davis.toddh@epa.gov	Greg Youell, Executive Director Omaha Metropolitan Area Planning Agency (402) 444.6866 GYouell@mapacog.org
Katherine Carttar, Director of Economic Development Unified Government of Wyandotte County/Kansas City, Kansas (913) 573-5730 kcarttar@wycokck.org	Abby Hall, Senior Advisor U.S. Environmental Protection Agency Office of Community Revitalization (415) 972.3384 Hall.Abby@epamail.epa.gov
Mike Felix, Remediation Section Director Nebraska Department of Environment and Energy (402) 471-2938 Mike.Felix@nebraska.gov	James Thieler, CSO Program Manager City of Omaha Public Works (402) 444.4923 james.thieler@ci.omaha.ne.us

8 DESCRIPTION OF PROJECT UNDERSTANDING AND SCOPE

EPA selected the City of Council Bluffs for a Brownfields Assessment Grant focused on several target sites (40 acres) within the South Expressway Corridor. The sites were selected based on their proximity to at least one of the following: homes, schools, water bodies, parks, and sensitive populations. Redevelopment potential was also a key consideration. Priority sites include: The Arts and Cultural District Area, 16th Avenue, Reliance Battery Block, and Iowa Highway 275. The effort involves Phase I and Phase II ESAs, public outreach and engagement, technical analysis, and more.

A key outcome will be the creation of a Brownfields Revitalization Plan that incorporates the site reuse assessment for each of the priority sites and how they influence the overall future of the project area. Additionally, the Brownfields Revitalization Plan will reflect the *Bluffs Tomorrow 2030 Comprehensive Plan* vision for vibrant neighborhoods; easily accessible transportation options; thriving economy and commercial areas; and people who are in touch with nature and the environment.

8.1 Brownfields

Through the judicious and targeted application of the Brownfield Assessment Grants received in from the EPA, the City of Council Bluffs has the opportunity to continue the development momentum from South Expressway Corridor into the rest of downtown Council Bluffs and manifest the vision outlined in the *Bluffs Tomorrow 2030 Comprehensive Plan*.

Through the application of the EPA Brownfields grant, Council Bluffs can continue the restoration of its urban neighborhoods so that they can be considered again as attractive places to live, work, and enjoy the outdoors and the scenic landscapes that this historical location has to offer. It will serve the multiple purpose of protecting the

health of nearby residents and workers, increasing economic opportunities for the City and its residents, and result in removal of eyesores and remediation of blighted property.

Critical to the success of this effort is the ability (1) to prioritize, (2) to assess, and (3) to communicate. The extensive experience of Tetra Tech and its team gives us a unique ability to successfully implement Council Bluffs's 2030 vision.

The City likely will not be able to assess all of its potential brownfields with the single \$300,000 grant. The City must be judicious in choosing sites for assessment. Tetra Tech brings its years of experience, both theoretical and practical, in brownfields implementation. Tetra Tech has supported EPA headquarters, EPA Region 7, and state governments in the preparation of brownfields guidance, voluntary cleanup program guidance, expedited sampling procedures, and documentation of best practices. On the practical side, Tetra Tech has completed brownfields assessments and remediation at sites ranging from single buildings to entire neighborhoods. We can help the City decide which projects will bring the largest value for money, whether that value is economic, environmental, or social.

Even with carefully selected sites, funds for assessment must be used to their best effect. Tetra Tech's demonstrated methodologies for conducting Phase I and II ESAs ensure that RECs will be documented during the Phase I, and that sampling during the Phase II will be sufficient to generate conclusions. The methodologies have been tested over hundreds of assessments for private, municipal, state, and federal clients. Tetra Tech has literally written the book on sampling, authoring many of EPA standard operating procedures for sampling in all media. This expertise prevents re-work or re-sampling. Expertise in sampling is combined with expertise in logistics. Tetra Tech can assess multiple properties based on proximity, reducing mobilization cost and duplication in reports for nearby or adjacent properties.

Finally, successful brownfields redevelopment hinges on successful communication of the results of the assessment. During the prioritization stage, input from community members and other stakeholders are invaluable in identifying properties that are hindering development or revitalization. After assessment, properties that have been assessed and shown to be free of significant contamination are only valuable to the extent that their environmental status is known and believed by developers and financial institutions. Our team member Vireo will work with the City and its stakeholders to ascertain community concerns and community site assessment findings in a way that facilitates collaboration and mutual success.

Finally, all EPA grants come with reporting requirements, both financial reporting and lessons learned. Our team's experience conducting public meetings contributes to a successful collaboration between our clients and all stakeholders. And our experience with EPA reporting requirements ensures a successful close out for the grant. Finally, our ability to communicate our client's successes changes the perceptions of brownfields properties from suspicious nuisances to attractive assets.

As a prime brownfields contractor for EPA Region 7, the UG, NDEE, the City of Kansas City, Missouri, and other federal, state, and municipal clients we are intimately familiar with developing and implementing brownfields assessment programs and the reporting requirements associated with EPA-funded projects. In addition, we support EPA headquarters with national initiatives such as assisting the Office of Environmental Justice (OEJ) and all ten EPA Regions in implementing techniques for defining and addressing environmental justice issues for the pilot EJ Showcase Community Program.

Management of a brownfields program is more complex than simply conducting Phase I and Phase II ESAs. It requires a team of engineers, scientists, planners, and community relations experts, working together to ensure all objectives are met. The key to the brownfields success is providing a comprehensive assessment in the most efficient and cost-effective manner to 1) solicit and obtain community participation to identify their concerns and ideas for grass root redevelopment; 2) develop an inventory of potential hazardous brownfield sites; 3) prudently prioritize and select a few of these properties for further assessment including a Phase I ESA; and 4)

efficiently and effectively use the EPA grant as a redevelopment catalyst. We plan to implement the program in a professional manner, consistent with the highest standards of professional practice and in full compliance with the expectations set forth for the project. The remainder of this section is further subdivided to demonstrate our comprehension of and ability to perform the requirements outlined in the RFP.

8.2 Council Bluffs Priority Sites

In addition to Tetra Tech’s long history of brownfields assessments and planning, we also have site-specific knowledge and experience to bring to bear on the high priority sites that have already been identified by the City.

Arts and Cultural District: Brownfields assessments in the Arts and Cultural District in the area around 12th and South Main Street will allow the City of Council Bluffs to leverage the success of the Harvester Artists Lofts building. By confirming or eliminating environmental conditions associated with surrounding properties such as the adjacent Harvester II building, a brownfields assessment will allow prospective developers to confidently estimate remediation costs, if any, associated with the historic building. Tetra Tech has performed brownfields assessments at similarly complex industrial building, such as multiple mill and slaughterhouse buildings in Gering, Nebraska, and we have supported the development of arts centers, through brownfields assessments, at properties in North Platte and Crawford, Nebraska. We were one of the prime contractors supporting the City of Kansas City, Missouri, during the restoration of the Empire Theater in Kansas City’s Power and Light District.

Reliance Battery Block: The Reliance Battery Manufacturing Company site is at 2204 South 8th Street in Council Bluffs was the location of a former battery manufacturer. The facility, located in the middle of a residential neighborhood, has been the location of removal investigations by EPA in the late 1980s and early 1990s that found lead in soils at the site. As EPA’s primary Superfund technical consultant under the START contract, Tetra Tech has conducted dozens of removal assessments (investigations) and oversight of removal actions (remediation) at manufacturing sites across Region 7. We are also the primary contractor for oversight of lead remediation in southern Missouri and at former smelter sites in St. Louis, southern Kansas, and Pueblo, Colorado. We have investigated former battery cracking operations in central Nebraska. We have the risk assessors in-house who understand how to apply the Integrated Exposure Uptake Biokinetic (IEUBK) and



Empire Theater
 On behalf of the City of Kansas City, Missouri, Tetra Tech provided environmental consulting and abatement oversight services at the Historic Empire Theater. Built in 1924, the Historic Empire Theater abatement project proved complex due to the historical tax credits secured for the building, extensive abundance of asbestos containing materials (ACM) and lead-based paint (LBP), extensive flooding and recurring moisture intrusion, and associated extent and abundance of mold on interior building materials. The theater, now known as the Mainstreet Theater, is now the cornerstone of the KC Live redevelopment in Kansas City.

Adult Lead models to determine appropriate cleanup levels for lead in residential and commercial areas. Tetra Tech understands how to investigate and cleanup a lead site.

16th Avenue and Iowa Highway 275: Both the 16th Avenue corridor and Highway 275 corridor consist of a mix of smaller sites. Mixed property use, vacant lots, and historical industrial and commercial land use have led to questions about the environmental condition of many properties that could be returned to economic viability. Tetra Tech worked with the UG, implementing their brownfields grants, in areas with mixed land use and similar issues of real and perceived environmental impact. We helped to prioritize sites within neighborhoods to identify properties where the UG could get the biggest bang for their buck. Clearing a high visibility corner in a neighborhood, freeing it for redevelopment and a return to useful life, can be a catalyst for development throughout a neighborhood and on adjacent properties that had been impacted by nuisance properties.

8.3 Scope of Work

8.3.1 Task 1: Cooperative Agreement Oversight

Ensure Compliance with EPA Requirements. Management of the brownfields assessment grant program entails not only the required reports and submissions associated with the grant, but also communication and coordination with numerous stakeholders associated with the project. These stakeholders include representatives from federal, state and local governments, developers, business advocacy organizations such as the Chamber of Commerce, public leaders from neighborhood associations, and other key community-based organizations.

Management of the grant requirements will be fairly straightforward and will consist of submission of required performance reports, and property profile reports and the like as required by EPA and its ACRES database. In order to streamline this portion of the grant management task, Tetra Tech proposes that the City consider utilizing a tool such as the Brownfield Inventory Tool (BIT) developed by the Technical Assistance to Brownfields (TAB) working group.

In achieving the City's objectives of restoration of blighted properties or areas to return them to productive use thus enhancing social, environmental and economic assets of the community, the Tetra Tech team will work with stakeholders to form an Advisory Group. The Advisory Group will help define priorities and objectives for program. The Tetra Tech team has the experience in leading and facilitating these types of meetings to define objectives and set priorities.

Prepare Monthly Reports. Monthly reports detailing progress made and milestones achieved will be submitted to the City's project manager. The reports will also include discussions of any problems encountered and resolutions to those issues. These reports will be supplemented as the situation dictates with emails, telephone calls and meetings on a more frequent basis to discuss progress or issues encountered. Quarterly, these monthly reports will be consolidated and summarized for submission to the EPA. The EPA Quarterly progress reports will be submitted within 30 days of the end of the fiscal quarter and will include information such as the grantee, the type of grant and grant number, the reporting period, date submitted, the quarterly summary, outputs and outcomes, attachments as well as Budget narrative and tables of expenditures.

Prepare EPA Reporting Forms. As part of the quarterly technical progress report submitted to EPA and associated with the invoice presented to the City, Tetra Tech will prepare and submit any necessary financial reimbursement forms.

Complete Close-out Report. Upon completion of grant activities, a closeout report will be submitted no later than 90 days after the end of the period of performance. This report will be similar in reporting requirements to the quarterly reports but will summarize the activities over the life of the grants. The final performance report will also provide an overview of the project in terms of the overall process and outcomes. The report will also provide information on the target audience benefiting from the work, a description of evaluation measures and results including the total number of properties assessed, acres assessed, assessments completed by phase,

cleanup plans prepared, public outreach events held, dollars leveraged for cleanup and redevelopment and job created. Applicable photographs will be included, plans for the dissemination of results, problems encountered and how they were resolved, and benefits gained by the recipient and their target audience will also be discussed.

8.3.2 Task 2: Inventory and Community Involvement

Tetra Tech has partnered with Vireo—a firm with decades of community engagement, landscape architecture, and planning experience in the Midwest—to provide community engagement support for the project.

The Tetra Tech-Vireo team approach is to listen carefully to the many voices in and around the project area before our Team begins to identify issues and solutions. We are experts at multi-cultural outreach, engaging as many people as possible—from long-term residents to students; from civic and faith leaders to business leaders/development interests; from agency staff to elected/appointed officials; and English to non-English speakers. All have the opportunity to participate and be heard during our civic/community engagement processes. We listen first, then bring together the many voices into a consensus-based vision and engagement strategy for the community.

The current coronavirus (COVID-19) pandemic, along with corresponding guidance from the Center for Disease Control and Prevention (CDC), necessitates social and physical distancing. As a result, we will employ a targeted go-to-the-people approach to engagement that utilizes digital and telephone strategies to reach traditional and non-traditional stakeholders. We will also use interactive virtual meetings and coordinated social media as input opportunities for the public in place of traditional, in-person public meetings. Our approach blends the City’s successful outreach methods for previously awarded Brownfields Assessment Grants with Vireo’s experience leading engagement efforts for other projects in the Omaha-Council Bluffs region.

Develop Contact List. We will leverage the City’s existing contact list of project stakeholders to announce the project and share commenting opportunities with targeted stakeholders and the public. We anticipate the list will include contact information for affected citizens, property owners, elected public officials, local non-elected public officials (planning and zoning staff, health department, and others), economic development organizations, utility companies, developers, media outlets, and others.

Conduct Advisory Group Meetings. Our Team will hold up to three, interactive Advisory Group meetings. The first will kick-off the project and focus on issues, needs, and desires for targeted sites. The second meeting will center on sustainable solutions and, if necessary, replacement sites. The third will focus on the preferred solutions described in the draft Brownfields Revitalization Plan. Because of the pandemic, Advisory Group Meetings will be held virtually via Zoom (or equivalent publicly available video conferencing system) and include break-out groups and real-time polling as appropriate. Improvement conversations are likely to involve: Arts District (expansion of the PACE Hoff Center, which is adjacent to a previous award-winning Brownfields redevelopment), 16th Street Corridor (commercial redevelopment), Reliance Battery (affordable housing), and Highway 275 (commercial/light industrial).

Our Team will provide staffing, prepare notices and presentation materials, and meeting notes. The City will coordinate logistics. We anticipate the City’s project partners including the 712 Initiative, Neighbor Works

Pop-up Meetings

If the COVID-19 pandemic becomes under control and upon City request, our Team is available to explore “pop-up” meeting possibilities. Potential locations may include area churches, schools, or other locations. A “pop-up” may be used to improve community awareness of the project and enable our team to gather public feedback about the issues, sustainable solutions, and the draft Brownfields Revitalization Plan. Like the Community Meeting, Sustainable Solutions Workshop, and Final Open House, our Team will develop presentation materials and summarize engagement results. We will coordinate staffing needs with the City and Advisory Group.

Homes Solutions, Council Bluffs Community School District, Advance Southwest Iowa, Council Bluffs Chamber of Commerce, Pottawatomie County Public Health Department, targeted property owners, Iowa Department of Natural Resources, and EPA will be part of the Advisory Group.

Coordinate Community Meeting. We will work with the City and Advisory Group to convene a community meeting. The event will kick-off the project. It will be formatted as an interactive virtual meeting using a Zoom URL with registration requirements, a call-in number, meeting ID, and passcode. During the meeting, participants will have opportunities to discuss the issues, needs, and desires connected to the target sites and their impact on the overall South Expressway Corridor area.

We will coordinate with the City to implement a multi-pronged notification approach to reach community members. For example, we will develop and deploy email invitations to the contact list. We will draft a press release and corresponding PDF flier that the City and Advisory Group can deploy. To reach area residents who are on social media, we will also develop sample social media posts for City and Advisory Group deployment. Our Team will staff the meeting, develop presentation materials, summarize feedback, and coordinate logistics.

Because up to 35% of households within the project area lack internet access or a computer, we will provide a copy of our presentation materials and comment form (digital and print) to the City and Advisory Group, so they can make them available in City Hall and other publicly accessible spaces and thereby provide an alternative engagement option for residents without internet. Additionally, we will provide the meeting's URL to the Advisory Committee, so they can organize "watch/participation parties" for the event.

Prepare a Priority Property List. Once a list of likely stakeholders has been assembled and we have had an initial community meeting, our team will work to identify a list of priority properties within the four districts identified by the RFP. First, we will conduct an initial environmental review of potential brownfields sites in the areas targeted by the City. These reviews may include historical research and "windshield surveys" of likely sites. Next, Tetra Tech will meet with the Advisory Group to prioritize sites for Phase I and/or Phase II assessments as necessary, realizing priorities may change as new information is identified or conditions change. To ensure that the potential brownfields properties selected for site-specific work meet the City's redevelopment objectives and EPA funding requirements, we will work with the City and the Advisory Group to develop and apply a scoring system for prioritizing potential brownfields properties.

Project area commercial and industrial properties that are identified as exhibiting "conditions indicative of releases or threatened releases" will be screened and ranked based on the potential for past or present site activities to produce environmental contamination. Documented or likely contaminants will be considered and ranked in order of severity or toxicity; for example, metals in soil might receive a lower score than chlorinated solvents, which have the potential to migrate and infiltrate homes through volatilization from groundwater. The potential for exposure to documented or likely contaminants will be evaluated in light of the current zoning and land use and future planned land use, with residential properties receiving the greatest scrutiny.

Conduct Sustainable Solutions Workshop. Building from the Community Meeting, we will coordinate one Sustainable Solutions Workshop for the community. The event will describe how community feedback framed the sustainable solutions presented for discussion. The event will be virtual via Zoom and made interactive with Murals ([Mural.co](https://mural.co)), a digital collaborative workspace. Our Team will create a Mural that helps community members visualize the sustainable solutions. They will then be able to use Mural's digital post-it notes, drawing tools, icon library, and image/video incorporation features to refine, add to, and comment on them. We will provide the Advisory Group with the URLs, so they can coordinate "watch/participation parties" for the event. We will also continue collaborating with the City and Advisory Group to implement a multi-pronged notification approach involving a press release, flier, and sample social media posts.

As an alternative and with weather-permitting, we may utilize Vireo's "Be the Designer" toolkit and convert the meeting into an outdoor engagement experience. Vireo has developed the kit over the last few years and adds to

it frequently. It currently includes tools the public uses with photos and significantly oversized aerial maps to illustrate their desires for future land use, development, transportation improvements, urban design, and more.

Hold Final Public Open House. Assuming the CDC continues to recommend social and physical distancing in reaction to the pandemic and limited availability of a vaccine, Vireo will coordinate with the City and Advisory Group to hold a Final Public Open House via Zoom. The virtual event will 1) summarize the brownfields assessment process and 2) outline the preferred solutions described in the draft Brownfields Revitalization Plan. We will provide the Advisory Group with the URL, so they can hold “watch/participation parties” for the event. We will also provide a copy of our presentation materials and comment form (digital and print) to the City and Advisory Group, so they can make them available in City Hall and other publicly accessible spaces. We will continue coordinating with the City and Advisory Group to implement a multi-pronged notification approach. As an alternative and with weather-permitting, we may transform the meeting into an outdoor engagement event formatted like an “open-air movie night” with Zoom and live polling.

Prepare Educational Materials and Update Website. During the project process, our Team will develop and maintain informational/education materials, such as information sheets and web page content, that summarize the purpose of the Brownfields Hazardous Site Assessment Grant and overall EPA Brownfields program. The materials will include examples of common brownfields sites, explain Phase I and Phase II ESA process, describe the benefits of participating in the program, and provide answers to several frequently asked questions. These brochures will be prepared for the City to print and disseminate. Our Team will also prepare materials and updates for the City’s brownfields program website.

8.3.3 Task 3: Environmental Site Assessments (Hazardous Substances)

Complete Phase I ESAs. For those sites determined to be eligible, Tetra Tech will perform Phase I ESAs. Prior to completing any Phase I ESA, Tetra Tech will prepare a checklist that summarizes the items to be included during the assessment. The checklist will be completed as the Phase I ESA is conducted. The completed checklist will be included as an attachment to each report.

To complete each Phase I ESA Tetra Tech will conduct a physical inspection of the site and will drive by adjacent facilities within a ¼-mile radius to ascertain visible evidence of recent hazardous materials usage, storage, or disposal practices. Specifically, the assessment will seek out “conditions indicative of releases or threatened releases” as recommended by the AAI rule. Where required, Tetra Tech will use personnel certified in Iowa for lead and asbestos inspectors to conduct appropriate sampling and surveys. These conditions include petroleum or “controlled substance” storage areas, waste management areas, potential lead paint and ACM, and disposal areas. The assessor may also conduct interviews with property owners and neighbors if possible to identify past uses that may pose concerns. All findings and interviews will be documented in project logbooks, and photographs will be taken using a digital camera to allow for efficient incorporation into a final report. A hand-held global positioning system (GPS) unit will be used to collect latitude and longitude of all properties assessed, as required by the EPA Brownfields Property Profile form.

A review of past land uses will also be conducted through the use of various means, including, but not limited to, review of historical aerial photographs and historical topographic maps; interviews with the property owner/site representative and/or local officials; and review of current state and federal hazardous waste lists. Tetra Tech will not prepare an optional Chain-of-Title History, as long as other historical sources can document usage of the subject property to development or back to 1940 for undeveloped land. Undertaking chain-of-title searches are expensive, cover only one property, and do not record environmental liens prior to the mid-1980s. An environmental database report will be ordered from a research service that will identify all potential Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA, also known also as Superfund), National Priorities List (NPL), RCRA, UST, and Leaking Underground Storage Tank (LST) sites in the area. Zoning, land use, and infrastructure information will be obtained from the local jurisdiction. Detailed

information on historic property uses will be obtained for commercial areas and individual commercial properties by researching City directories, which can be obtained through a research service.

Tetra Tech personnel will document the results of the investigation with a report that follows ASTM Standard E 1527-13. This report will include photographs, site sketches, an environmental database search, and a completed checklist. Each report will be submitted no later than 30 days following completion of the physical inspection of a building. Shorter turn-around times may be negotiated as necessary.

Following completion of each Phase I ESA, Tetra Tech will enter the appropriate information into ACRES. ACRES is an online database for Brownfields Grantees to electronically submit data directly to EPA.

Complete Phase II ESAs. As requested by the City of Council Bluffs, Tetra Tech will conduct Phase II ESAs. Phase II ESAs are conducted when the results of Phase I ESA reveal the possible existence of potential and/or actual site contamination. Phase II assessments are performed to verify Phase I findings and, if possible, to determine the level and extent of the contamination. The presence of abandoned underground storage tanks, or locations with questionable site histories, such as former gas stations or petroleum facilities, may warrant a Phase II ESA.

Prior to initiating any Phase II activities, Tetra Tech will develop a generic community wide QAPP in accordance with the EPA's *Guidance for Quality Assurance Project Plans* (EPA QA/G-5). Tetra Tech will modify existing documents already developed and approved for EPA Region 7 for their Site Assessment and brownfields programs. Because each site is unique, any Phase II ESA that Tetra Tech conducts first starts with the development of a Phase II sampling plan and sit-specific addendum to the generic QAPP. Whenever possible, Tetra Tech will follow a streamlined approach to assessment. Sample locations and media and analytical methods will be selected based on observations from the Phase I ESA and best professional approaches. Analytical methods will be selected based on data quality objectives (DQO) that support land use decisions; that is, Tetra Tech will require that laboratories can achieve detection limits that allow comparison with residential land use risk-based levels. Tetra Tech will also develop a site specific health and safety plan to address safe work practices and appropriate personnel protective equipment to be used based on each sites unique condition. Tetra Tech has these documents developed and routinely submits them to EPA Region 7 for approval.

The assessment itself will be conducted by a qualified environmental professional in accordance with ASTM E 1903-19 and will be contingent on EPA approval of the QAPP. Tetra Tech's approach to Phase II planning and investigation will be tailored to each site depending on the RECs identified during the phase I. A standardized reporting format will be used in the presentation of the data. At the conclusion of the Phase II assessment, Tetra Tech will prepare a summary report, including results and recommendations for additional action if appropriate, for the City, IDNR, and EPA review and approval. Tetra Tech personnel will document the results of the investigation with a report that follows the ASTM Standard E 1903-19 and EPA's AAI rule, and will comport with the IDNR requirements for Land Recycling Program (LRP) enrollment.

Following completion of each compliant Phase II ESA, Tetra Tech will enter the appropriate information into ACRES.

8.3.4 Task 4: Site-Specific Cleanup Planning

Cleanup and restoration planning will be an iterative process based on the results of Phase I and II ESAs and guided by the revitalization vision developed through the public involvement process, described in Task 5 below. The consultant team will work with IDNR to identify risk-based cleanup standards for the desired land use of the two highest priority sites, as defined by the City and stakeholders through ongoing community involvement and the Brownfields Revitalization Plan process described in Task 5.



Southside Terrace Conceptual Redevelopment Framework

The plan was a continuation of the Metropolitan Area Planning Agency (MAPA) Brownfields Assessment as an initial study of what redevelopment in South Omaha could look like to reinvigorate the South Terrace Neighborhood. Since the completion of the plan and public process, the not-for-profit-organization Canopy continues efforts to revitalize the area. The plan included a public engagement process and 3-day charrette to develop a vision for a more vibrant, thriving and sustained neighborhood without compromising its diverse character. Vireo assisted project team of MAPA, Omaha Housing Authority, Benesch and HDR in the preparation of the redevelopment plan, and is identifying green solutions opportunities, land use patterns, community gathering opportunities, and urban agriculture to support local residents and jobs.

An ABCA provides site cleanup alternatives evaluated for a given site to benefit the planning process for redevelopment. Much like EPAs' engineering evaluation/cost analysis (EE/CA) used by the Removal Program and the feasibility study (FS) used by the Remedial Program, the ABCA evaluates alternatives for cleanup for the brownfield program. An ABCA typically evaluates three or more cleanup alternatives in terms of effectiveness, implementability, and cost, then presents or recommends the preferred alternative. The selection of alternatives for evaluation will be informed by the redevelopment goals identified during the community involvement process identified in Task 2.

Tetra Tech has significant experience in assessing, designing, and implementing a wide variety of site cleanup projects. From this experience, we have in-depth knowledge of remediation costs for sites ranging from simple, relatively inexpensive, remedial actions to much more challenging and complex remediation technologies and approaches to address more widespread and multimedia impacts. As a result, we are prepared to provide all prospective projects that need a cost estimate (i.e., properties with the potential for redevelopment) for cleanup with a straightforward estimate of costs for potentially multiple solutions depending on the site-specific characteristics. Tetra Tech maintains a library of estimates and ABCAs that we expect will contain similar circumstances to those we will encounter in Council Bluffs. ABCAs are also valuable documents that provide a comprehensive overview of multiple options that might be applicable to a site.

To save cost and time, we will use existing ABCA templates that EPA has already accepted and that will be refined, if needed, to ensure that the City accepts them too. Potential remedies that meet the City and stakeholders' goals will be evaluated. A site-specific ABCA will be prepared for properties with data generated during the Phase II ESA with significant contamination. The ABCA will include recommendations and associated costs for cleanup options to address the specific contamination and environmental issues, such as soil and groundwater contamination, vapor intrusion, and the presence of ACM or LBP. For each ABCA, Tetra Tech will present at least three cleanup alternatives (no action and two EPA-accepted cleanup alternatives) or a combination of the three based on site conditions and contamination. Each cleanup alternative will be evaluated based on cost, effectiveness, and ability to be implemented. It is important to evaluate these criteria because an alternative might be effective but may not be feasible to implement based on site conditions or may not be acceptable for future property developers, such as those that include deed restrictions.

Tetra Tech will carefully evaluate cleanup alternatives for each site to recommend the best cleanup alternative that will meet project goals and the City's brownfields program goals for redevelopment.

As EPA's START contractor, Tetra Tech has completed numerous EE/CAs and FSs for EPA at sites with varying complexity. In addition, on behalf of the START contract, Tetra Tech also supports community service activities to support future remediation of sites once the presence of contamination has been established, including Phase III TBAs, ABCAs, risk assessments and development of RAPs.

We will work collaboratively with City and stakeholders through the Sustainable Solutions Workshop to identify specific site uses that meet their revitalization objectives and the cleanup standards, and to develop a cleanup and redevelopment plan for each site. With City and stakeholder guidance and feedback we refine the site plans to maximize community benefits; while optimizing the cleanup plan through strategic location of structures, parking, hardscape and landscape to reduce exposure risks, minimize disturbance and removal (if needed), and manage infiltration and migration risks. To do so we will explore creative options such as green infrastructure to manage stormwater in the most beneficial way possible and plant selection to promote phytoremediation for added cleanup and risk reduction benefit.

8.3.5 Task 5: Planning Activities

Although listed as Task 5, the team will begin preparing a Brownfields Revitalization Plan at project inception to help inform the site inventory, assessment, cleanup and revitalization planning process. We will approach the task by working with City staff, stakeholders and the community to create a revitalization plan that fulfills their vision for the area and will adapt the plan as needed based on investigation results and cleanup goals and targets. By developing a comprehensive vision, we will create the revitalization context that will drive redevelopment value and will help confirm which areas, land uses, and redevelopment options will provide the greatest community benefit.

Through our community involvement process, we will build on the City's comprehensive plan, *Bluffs Tomorrow 2030*, and will leverage previous Brownfields revitalization efforts including the Brownfields Phoenix Award-winning Harvester Arts Lofts. We will work with City staff and the Advisory Group, and citizens during the Community Meeting to develop the vision and a finer-grained plan that the team and City can consult while developing the secondary site inventory and prioritizing assessment and cleanup planning work. As discussed in Task 4, we will work iteratively to create cleanup and revitalization plans that fits within the larger revitalization vision, and will adapt and fine tune the site-specific cleanup and redevelopment plans, and the larger revitalization plan, based on conditions on the ground and feedback from the Final Public Open House. Based on this feedback we will finalize the Brownfields Revitalization Plan, which will present the vision and document the decision-making process while providing a road map for future investigation, cleanup, and redevelopment efforts.

8.4 Health and Safety

Tetra Tech has a health and safety program to protect contractors, employees, and third parties from injuries resulting from work performed under this contract. Our ability to provide an effective health and safety program is exemplified by Tetra Tech's years of involvement in hazardous waste enforcement and investigation programs that required development of a corporate health and safety program to protect all parties during field activities. An indication of Tetra Tech's high standards for our health and safety program is in awards of commendation we have received from the National Safety Council in recognition of employee hours without an injury or illness requiring days off from work.

Our corporate health and safety program is based on the requirements in the OSHA Standards, 29 CFR 1910.120, Hazardous Waste Operations and Emergency Response, and the applicable subparts of the OSHA general industry and construction standards, 29 CFR 1910 and 29 CFR 1926, respectively.

Tetra Tech’s health and safety program was developed to prevent and minimize injuries, occupational illnesses, and unwarranted property losses, and to comply with the protective features of applicable laws and regulations. The program includes requirements for health and safety training and medical monitoring of personnel, preparation and strict implementation of site-specific health and safety plans for field activities, and record keeping. Tetra Tech meets OSHA health and safety training requirements through use of commercial training vendors (primarily 40-hour initial training courses) and in-house safety experts (primarily for 8-hour refresher and supervisor training courses).

Tetra Tech’s health and safety program requires use of site-specific health and safety plans designed to meet site specific requirements for field activities. In addition, periodic audits, conducted by Tetra Tech’s health and safety director and program and project managers, evaluate the activities conducted by field personnel for compliance with the health and safety program and site-specific health and safety plans. Tetra Tech keeps organized records that document all training and medical examinations received by each employee, as well as field activities performed by and incidents involving those employees.



8.5 Quality Assurance

Tetra Tech has established a corporate quality system to ensure we meet customer requirements and technical standards for all work conducted. Tetra Tech’s quality program is based on a corporate philosophy of clearly understanding customer goals and expectations, and providing deliverables and services that fully meet these goals and expectations in a cost-effective manner.

Tetra Tech’s corporate quality system and processes are documented in our Tetra Tech Corporate Quality Management Plan (QMP). The QMP complies with the American National Standard: *Quality Systems for Environmental Data and Technology Programs – Requirements with Guidance for Use* (ANSI/ASQ E4-2004), and addresses all 10 quality system elements required by this standard. These 10 quality system elements are management and organization; quality system components; personnel qualifications and training; procurement of items and services; documents and records; computer hardware and software; planning; implementation of work processes; assessment and response; and quality improvement.

9 COST DETAIL

Tetra Tech has prepared a cost-competitive, cost-realistic proposal to support the City’s implementation of the grant. At all stages, we will evaluate and attempt to use the most affordable staff who also possess the necessary skills to complete the task. [Exhibit 5](#) provides example costs for a typical site, including an ASTM-compliant Phase I ESA; a Phase II ESA including a Geoprobe investigation and a hazardous materials survey, and an ABCA. [Exhibit 5](#) also includes a labor rate table. Because we recognize that our ability to support the Unified Government is directly related to our ability to manage costs, Tetra Tech offers a proven, flexible, audited accounting system and an active cost control program.

EXHIBIT 5 COST DETAIL

LABOR CATEGORIES/RATES

Labor Category	Rate
Project Manager	\$85
Junior Scientist	\$50
Mid-Level Scientist	\$60
Senior Scientist	\$85
Expert Scientist	\$140
Junior Geologist	\$65
Senior Geologist	\$90
Junior Engineer	\$65
Senior Engineer	\$90
Junior Industrial Hygienist	\$55
Senior Industrial Hygienist	\$75
Junior GIS Analyst	\$45
Senior GIS Analyst	\$65
QC Reviewer	\$105
Data Validator	\$135
Health & Safety Officer	\$115
Procurement	\$75
Contract Administrator	\$145
Clerical	\$50

Note: These rates apply to the first year of the contract period. A proposed 2.5% rate escalation will be applied to each additional year of the contract.

TASK 1: COOPERATIVE AGREEMENT OVERSIGHT

Labor			
Labor Category	Rate	Hours	Cost
Project Manager	\$85	6	\$510
QC Reviewer	\$105	2	\$210
Labor Subtotal (per quarter)			\$720
Subcontractor	Unit	Unit Cost	Cost
Vireo ¹	1	\$800	\$800
Subcontractor Subtotal			\$800
Total for 12 Quarters (3 years)			\$9,440

TASK 2: INVENTORY AND COMMUNITY INVOLVEMENT

Labor			
Labor Category	Rate	Hours	Cost
Project Manager	\$85	4	\$340
QC Reviewer	\$105	2	\$210
Labor Subtotal			\$550
Subcontractor	Unit	Unit Cost	Cost
Vireo ¹	1	\$35,000	\$35,000
Subcontractor Subtotal			\$35,000
Total			\$35,550

¹ See Section 8.3.2 for full description of scope of work.

TASK 3: ENVIRONMENTAL SITE ASSESSMENTS (ESA) (HAZARDOUS SUBSTANCE)
Phase I ESA

Labor			
Labor Category	Rate	Hours	Cost
Project Manager	\$85	3*	\$255
Junior Scientist	\$50	25	\$1,250
Junior GIS Analyst	\$45	2	\$90
Editor	\$115	2	\$230
QC Reviewer	\$105	2	\$210
Labor Subtotal			\$2,035
ODCs	Unit	Unit Cost	Cost
EDR**	1	\$620	\$620
Mileage	60	\$0.565	\$34
ODC Subtotal			\$654
Total			\$2,689
Total for 15 Phase I ESAs			\$40,335

* These hours are for project management and the technical review of the Phase I ESA report.

** The EDR includes the database report, aerials, topographic maps, Sanborn fire insurance maps, city directories, and an environmental lien search.

Phase II ESA

Labor			
Labor Category	Rate	Hours	Cost
Project Manager	\$85	2	\$170
Junior Geologist	\$65	40	\$2,600
Junior GIS Analyst	\$45	3	\$135
Senior Scientist	\$85	6	\$510
Editor	\$115	4	\$460
QC Reviewer	\$105	4	\$420
Labor Subtotal			\$4,295
Subcontractor	Unit	Unit Cost	Cost
Geoprobe	1	\$3,300	\$3,300
Laboratory	1	\$5,962	\$5,962
Subcontractor Subtotal			\$9,262
ODCs	Unit	Unit Cost	Cost
Equipment	1	\$100	\$100
Field Supplies	1	\$65	\$65
Travel	1	\$355	\$355
ODC Subtotal			\$520
Total			\$14,077
Total for 8 Phase II ESAs			\$112,616

Assumptions:

- These costs include developing a site-specific QAPP.
- Four borings advanced to 30 feet below ground surface (bgs) per site, two soil samples and one groundwater sample collect from each boring.
- One day of field work.
- Quality control (QC) samples include a soil and groundwater duplicate sample, trip blank, equipment rinsate blank, and field blank.
- All samples and QC samples, a total of 17 samples, will be analyzed for volatile organic compounds (VOC), semivolatile organic compounds (SVOCs), volatile petroleum hydrocarbons (Iowa Method OA-1) and total extractable hydrocarbons (TEH) OA-2, and Resource Conservation and Recovery Act (RCRA) metals. Samples will be submitted with a standard turnaround time (7-10 business days).
- Costs for an ACM and LBP survey are not included in this estimate. An asbestos and LBP survey may be recommended during the Phase I ESA.

TASK 4: SITE SPECIFIC CLEANUP PLANNING

Labor			
Labor Category	Rate	Hours	Cost
Project Manager	\$85	2	\$170
Junior Engineer	\$65	96	\$6,240
Senior Engineer	\$90	12	\$1,080
QC Reviewer	\$105	2	\$210
Labor Subtotal			\$7,770
Subcontractor	Unit	Unit Cost	Cost
Vireo ¹	1	\$3,000	\$3,000
Subcontractor Subtotal			\$3,000
Total for 2 Cleanup Plans			\$21,400

Design charettes and included with Task 2.

TASK 5: PLANNING ACTIVITIES

Labor			
Labor Category	Rate	Hours	Cost
Project Manager	\$85	4	\$340
QC Reviewer	\$105	2	\$210
Labor Subtotal			\$550
Subcontractor	Unit	Unit Cost	Cost
Vireo ¹	1	\$27,418.60	\$27,420
Subcontractor Subtotal			\$27,420
Grand Total			\$27,970

¹ See Section 8.3.5 for full description of scope of work.

TASK	RATE
Task 1: Cooperative Agreement Oversight	\$9,440
Task 2: Inventory and Community Involvement	\$35,550
Task 3: Environmental Site Assessments (ESA) (Hazardous Substance)	
Phase I ESAs (15)	\$43,335
Phase II ESAs (8)	\$112,616
Task 4: Site-Specific Cleanup Planning	
Site-Specific Cleanup Plans (2)	\$21,400
Design Charettes (included with Task 2)	--
Task 5: Planning Activities	\$27,970
TOTAL	\$250,331

10 PROJECT TIMELINE

To ensure that we provide timely support to our clients, the Tetra Tech project manager is responsible for clearly communicating schedule expectations to the project team and carefully tracking performance for adherence to schedule. The grant for this project has a term that began on October 1, 2020, and continues through September 30, 2023. Based on the projected scope of work, Tetra Tech can meet this schedule. [Exhibit 6](#) presents a tentative schedule, based on the City's grant. After an award, we will develop a more detailed schedule with interim milestones, based upon the City's grant work plan and application commitments, and other factors including community and neighborhood stakeholders. If awarded the contract, Tetra Tech's management team will work closely with the City to refine the schedule based on our collective understanding of the project details, objectives, and implementation strategy.

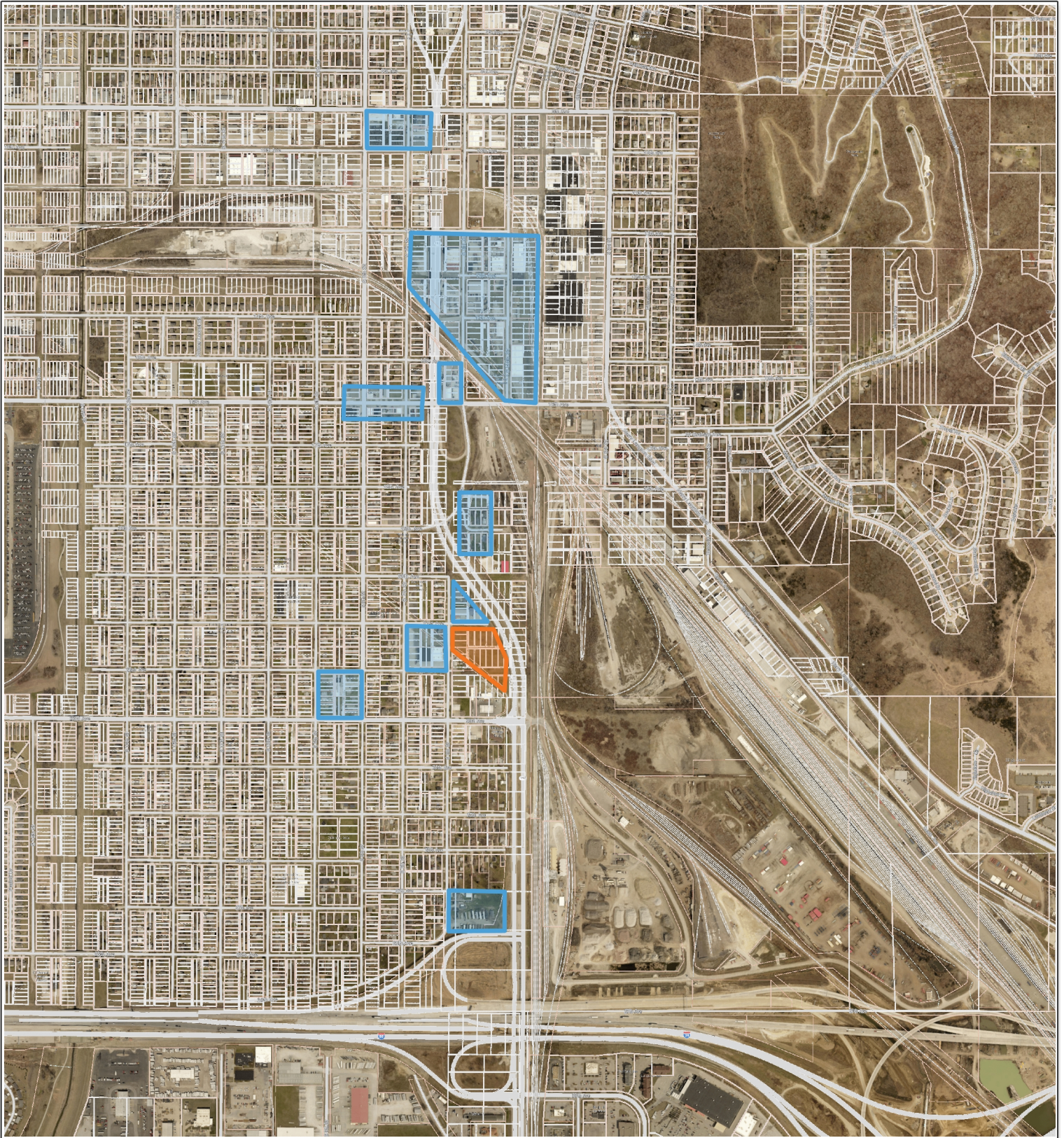
11 FIRM AVAILABILITY AND CAPABILITY

Based on the estimated schedule presented in the RFP, Tetra Tech has assumed a contract award by the beginning of Quarter 2 of the grant period (January 1, 2021). Tetra Tech will be available to start work on this contract the day after the contract is signed. We are familiar with the Brownfield Grant application and associated background documents and are prepared to transition into the program as soon as the contract is awarded.

EXHIBIT 6 PROJECT TIMELINE

Activity	FY 2021			FY 2022				FY 2023			
	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Task 1 Cooperative Agreement Oversight											
Conduct kickoff meeting with City and consultants											
Prepare project communication plan											
Compile and submit ongoing reporting to City and EPA											
Complete grant closeout											
Task 2 Inventory and Community Involvement											
Compile inventory of qualified priority sites											
Identify replacement sites, as needed											
Conduct and coordinate communications with stakeholders, including city staff											
Support development of brownfields brochure											
Support website updates											
Task 3 Environmental Site Assessments											
Prepare health and safety plans (HASP)											
Conduct Phase I environmental site assessments (ESA)											
Prepare templates for quality assurance project plan (QAPP) with site-specific addendum forms											
Prepare site-specific QAPP addenda, including field sampling plans											
Conduct Phase II environmental site assessments (ESA)											
Task 4 Site-Specific Cleanup Planning											
Coordinate with Iowa Department of Natural Resources (IDNR) to determine Land Recycling Program (LRP) requirements											
Develop cleanup plans consistent with LRP requirements											
Prepare Analysis of Brownfields Cleanup Alternatives (ABCA)											
Conduct design charettes with stakeholders											
Task 5 Planning Activities											
Coordinate with City on Brownfields Redevelopment plan											
Prepare Healthy Environment Assessment for Reliance Battery Block residents											

Pottawattamie County Web Map

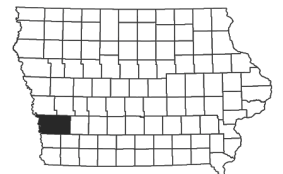


Pottawattamie County GIS
223 S. 6th St
Council Bluffs, IA 51501
(712) 328-4885
gis@pottcounty.com
<http://gis.pottcounty.com>

Map Published: 11/7/2019



1 in = 1,505ft



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RESOLUTION NO. 20-298

A RESOLUTION AUTHORIZING THE MAYOR TO ACCEPT AND EXECUTE A CONTRACT WITH IMPACT 7G FOR CONSULTANT SERVICES FOR THE U.S. ENVIRONMENTAL PROTECTION (EPA) AGENCY BROWNFIELDS HAZARDOUS SUBSTANCE ASSESSMENT GRANT FOR THE SOUTH EXPRESSWAY CORRIDOR AREA.

- WHEREAS, the City has received a \$300,000 US EPA Brownfields Hazardous Substance Assessment Grant for the South Expressway Corridor project area; and
- WHEREAS, the Cooperative Agreement Workplan for the City of Council Bluffs, South Expressway Corridor Hazardous Substance Cooperative Agreement requires the City to Request for Proposals for an Qualified Environmental Professional; and
- WHEREAS, the Request for Proposals Response will assist the City in implementing the US EPA Brownfields Hazardous Substance Assessment Grant for the subsequent reuse on the high-priority brownfield sites in the South Expressway Corridor Area; and
- WHEREAS, cooperative agreements and oversight, community involvement, existing conditions research, market analysis, brownfield site reuse planning, development of design concepts, and a final plan will be carried out in accordance with the City's approved EPA Work Plan; and
- WHEREAS, the Community Development Department recommends that the City Council authorize the Mayor to accept and execute a contract with Impact 7G to assist in completing said work.

**NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA:**

That the Mayor is hereby authorized to accept Impact 7G response to a Request for Proposals for an Qualified Environmental Professional and to execute a contract with Impact 7G for consultant services for the 2020 EPA Brownfields Hazardous Substance Grant for the South Expressway Corridor area.

ADOPTED
AND
APPROVED:

December 14, 2020

Matthew J. Walsh Mayor

ATTEST: _____
Jodi Quakenbush City Clerk

Council Communication

Department: Police
Case/Project No.:
Submitted by: Chief Tim Carmody

Resolution 20-299
ITEM 6.H.

Council Action: 12/14/2020

Description
Resolution abolishing one Records Technician II position and adding one Records Technician I position in the Police Department.

Background/Discussion
The Police Department has one Records Technician II employee, all the other Records Technicians are Records Technician I positions. This employee is retiring on January 4, 2021 after 40+ years of service with the city. Both of these positions have the same rate of pay/benefits and do the exact same job. The Records Technician II job was removed several years ago and all new positions are classified as a Records Technician I. By changing the classification of this position, it will bring consistency to this position. It will also allow the Police Department to immediately fill the position from a current Civil Service hiring list for a Records Technician I. This change is not adding an employee to the current strength, will not cost the city any money, and will make all Records Technician I positions consistent.

Recommendation
The Police Department is making the recommendation to abolish the Records Technician II position and add a Records Technician I position.

ATTACHMENTS:

Description	Type	Upload Date
Records Technician I Job Description	Other	12/7/2020
Resolution 20-299	Resolution	12/8/2020



City of Council Bluffs

Job Description

Records Technician I

Department: Police Department
Supervisor: Police Captain
Location: Police Station
FLSA Status: Non-Exempt
Prepared By: Mallory Davis, Recruiter
Prepared Date: May 2019
Union: CT
Pay Grade: 10

Summary: An employee of this class is responsible for processing and maintenance of the Police Department's comprehensive record keeping system, which provides the Police Department efficient storage and retrieval of computer and hard copy records and files.

Essential Duties and Responsibilities: includes the following.

- Performs clerical duties and records keeping functions
- Receives, organizes, disseminates, and maintains files and reports:
 - Maintains security and confidentiality of all reports, records, and investigative matters under his/her care and control not subject to public disclosure
 - Maintains current knowledge of State Offense Codes and Federal Uniform Crime Reporting (UCR) codes
 - Reviews incoming reports and associated documentation for accuracy, checking for proper completion and code selection for Offenses and Federal Uniform Crime Reporting codes to ensure accurate statistical submissions to the state
 - Processes, enters, and files NCIC entries and cancellations (including warrants) into RMS and national database
 - Disseminates a variety of police reports (with appropriate redaction when necessary) to the proper personnel, section, division, criminal justice agency, and, in some cases, the general public.
 - Assists insurance agencies and other criminal justice agencies in research and dissemination of reports according to department policy

- Provides assistance at the information counters and incoming phone lines:
 - Takes incoming calls and complete reports from Records lines, Telephone and On-line Reporting System, and Crime Stoppers
 - Directs public inquiries to the best available resource in an efficient manner
 - Acts as general information source for the entire department
 - Serves as receptionist directly assisting public, directing visitors, and callers to proper person or department
 - Assists various law enforcement personnel
- Establishes effective working relationships with public, staff, and other criminal justice agencies:
 - Maintains working relationships and works closely with 911 Communication Center, City and County Attorneys, Sheriff's Office, Pottawattamie County Jail, and Clerk of the Court
 - Assists other criminal justice agencies with inquiries on reports and other paperwork
- Manages abandoned/seized vehicles:
 - Tracks all incoming impounds and disposition
 - Works closely with tow company
 - Completes state reporting for vehicles sold and monies received
- Regular and predictable attendance is required
- Other duties as assigned

Supervisory Responsibilities:

This job has no supervisory responsibilities.

Qualifications:

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

Education and/or Experience:

- High school diploma or general education degree (GED); with four years related experience and/or training; or equivalent combination of education and experience which provides the required knowledge, skills, and abilities necessary to perform the work.

Certificates, Licenses, Registrations:

- This position requires the incumbent to become certified to use the National Crime Information Center database in order to enter, delete, and query sensitive and confidential crime files. The incumbent will also need to become commissioned as a notary through the State of Iowa.

Physical Demands:

- While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and see, talk, and hear.
- The work environment is generally in an office setting.

Other Skills and Abilities:

- Knowledge of general office practices and procedures
- Knowledge of record keeping and filing procedures
- Skill in operating office equipment
- Ability to use personal computer
- Knowledge of simple bookkeeping and accounting practices
- Ability to communicate effectively both orally and in writing
- Ability to maintain effective interpersonal relationships with staff, public, and other agencies
- Ability to organize files/records
- Ability to compose and edit documents including knowledge of spelling, vocabulary, and grammar
- Ability to perform work assignments with minimal supervision
- Ability to understand and apply technical information and procedures
- Ability to maintain confidential information
- Ability to learn specialized police operations
- Availability for evening and night shifts

RESOLUTION
NO 20-299

RESOLUTION AUTHORIZING ABOLISHING ONE RECORD TECHNICIAN II POSITION AND ADDING A RECORDS TECHNICIAN I POSITION WITHIN THE POLICE DEPARTMENT

- WHEREAS, the Police Department’s last Record Technician II, Ms. Peggy Anderson, is retiring after over 43 years of service; and
- WHEREAS, Ms. Anderson is the Police Department’s last Record Technician II; and
- WHEREAS, The Police Department wishes to eliminate the Records Technician II position and add a Records Technician I position, and;
- WHEREAS, The Records Technician I position duties, responsibilities, pay, and benefits are the same as a Records Technician II.

NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA

That the last FTE Records Technician II position in the Police Department is abolished; and

AND BE IT FURTHER RESOLVED

That the City Council does hereby add one additional FTE Records Technician I position.

ADOPTED
AND
APPROVED

December 14, 2020

Matthew J. Walsh, Mayor

ATTEST:

Jodi Quakenbush, City Clerk

Council Communication

Department: City Clerk
Case/Project No.:
Submitted by: Jesse Oswald, Risk Manager

Resolution 20-301
ITEM 6.I.

Council Action: 12/14/2020

Description
Resolution approving SilverStone Group as the professional services provider for the City of Council Bluffs' Insurance Broker.

Background/Discussion

Introduction

The City of Council Bluffs Insurance Broker has been the same company since at least the 1980's. Additionally, a Request for Proposals (RFP) for the City's Insurance Broker had not been done for at least the last 30+ years. The City determined that it would be in the best interest of taxpayers and the City to do an RFP for our Insurance Broker to ensure that the City is receiving the best value for this service. In October of 2020, the City of Council Bluffs advertised a Request for Proposals for an Insurance Broker.

An insurance broker for a municipality provides a wide arrange of services above securing insurance policies for the municipality. These services include but are not limited to: Offering advice to Risk Management and Legal on interpretations of policy coverage, hazard identification, actuarial support, assessment of risk probability, property valuations, risk mitigation services.

Three Insurance Broker's responded to the RFP under the professional services process criteria: Gallagher, SilverStone Group, and Smith Davis Insurance. However, Gallagher's RFP was deemed incomplete as they did not provide the requested cost component.

Firm Overview and Key Personnel

1) SilverStone Group

SilverStone Group was founded in Council Bluffs, Iowa in 1945 and currently have a local office located at 300 West Broadway, Suite 200, Council Bluffs, Iowa. SilverStone has grown to become one of the top 100 largest brokers in the United States.

In December of 2019 SilverStone Group merged with HUB International, the fifth largest insurance broker in the world. This allowed SilverStone to add technical resources, complex analytic platforms, benchmarking and access to virtually all insurers and reinsurers.

Additionally, SilverStone continues to have associates at the local level that include:

- Account Executive- Kirk Madsen,
- Account Manager- Dawn Hanson,
- Director of Risk Management- Nancy Edelman,
- Senior Claims Representative- Susan Duncan,
- Claims Manager- Mark McLaughlin,
- Safety Engineering Manager- Joe Freeman,
- Advisor/Cyber- Jenny Jacobsen, and
- Principal- John Marshall.

SilverStone offers comparable risk management programs to over 475 municipalities and counties nationwide and over 2,500 Public Sector clients, including employee benefits and actuarial services to over 150 government entities in Iowa.

2) Smith Davis Insurance

Smith Davis Insurance is a locally owned independent insurance agency with roots in the community dating back to 1931 and is currently located at 532 First Avenue, Council Bluffs, Iowa. Smith Davis Insurance is headquartered in Council Bluffs, Iowa, with satellite offices in Papillion, Nebraska, and Logan, Iowa.

Smith David Insurance consists of 10 producers and 10 account managers with the following combined work experience of over 100 years:

- Jeff Brehmer- *President*: 20+ years
- James Malone- *Consultant*: 40+ years
- Mark Warner- *Consultant*: 40+ years
- Kim Arfman- *Account Manager*: 25+ years

Smith Davis Insurance currently insures municipalities such as: Pottawattamie County, Harrison County, SW Iowa Juvenile, Pottawattamie County Emergency Management, Southwest Iowa MHDS, Lewis Township Fire Department, LOMA School system, Town of Logan, Town of Mondamin, Harrison County Landfill, Town of Pisgah.

Schedule of Fees

1) SilverStone Group

Total Premium: \$1,551,912*

* All coverage except Workers' Compensation: \$1,324,746

* Workers' Compensation Coverage: \$227,166 -includes both Chapter 85 and 411 employees.
Flat Fee: \$87,500

Total Cost: \$1,639,412

*Total premium does not include the 1% Iowa Surplus Lines Tax that would apply to any non-admitted carriers.

2) Smith Davis Insurance

Total Premium: \$1,475,891

* All Coverage Except Excess Workers' Compensation: \$912,732

* Workers' Compensation Coverage:

* Chapter 85 (non-sworn employees): \$140,810

* Chapter 411 (police and fire): \$422,349

Commission Total: \$112,583.66- included in Total Premium

Total Cost: \$1,475,891

RFP proposals available at the Clerk's Office.

Recommendation

Committee Information and Recommendation

A committee of three City Personnel from three different City Departments and two industry experts evaluated the proposals- only the three City Personnel submitted scoring sheets. The purpose of the two industry experts was to ensure the committee was evaluating equivalent policies and explaining differences in the proposed policies.

The committee's goal was to choose the best insurance broker based on the following criteria: Relevant Experience and Firm Qualifications, Relevant Experience and Qualifications of Key Personnel, Satisfactorily Completed Similar Services, and Cost.

Based on all of the reviewed information and weighing all the above factors the consensus of the three member *committee determined that the best insurance brokerage for the City of Council Bluffs' Insurance Broker would be SilverStone Group* based on SilverStone Group's superior Relevant Experience and Firm Qualifications, Relevant Experience and Qualifications of Key Personnel, and Satisfactorily Completed Similar Services.

ATTACHMENTS:

Description

Type

Upload Date

[Resolution 20-301](#)

Resolution

12/8/2020

RESOLUTION
NO 20-301

**RESOLUTION APPROVING SILVERSTONE GROUP
AS THE PROFESSIONAL SERVICES PROVIDER
FOR THE CITY OF COUNCIL BLUFFS' INSURANCE BROKER**

- WHEREAS, the City of Council Bluffs advertised a Request for Proposals (RFP) for an Insurance Broker in October of 2020; and
- WHEREAS, three Insurance Broker's responded to the RFP; and
- WHEREAS, a committee of three City employees from three different departments evaluated the proposals. The committee's goal was to choose the best Insurance Broker based on the following criteria: Relevant Experience and Firm Qualifications, Relevant Experience and Qualifications of Key Personnel, Satisfactory Completed Similar Services and Cost; and
- WHEREAS, after careful consideration of the committee, it was determined that the best provider for the City of Council Bluffs' Insurance Broker was Silverstone Group.

NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA

Approving SilverStone Group as the Insurance Broker for the City of Council Bluffs.

ADOPTED
AND
APPROVED

December 14, 2020

Matthew J. Walsh, Mayor

ATTEST:

Jodi Quakenbush, City Clerk

Council Communication

Department: City Clerk
Case/Project No.:
Submitted by: Matt Mardesen and Matt Walsh

Resolution 20-302
ITEM 6.J.

Council Action: 12/14/2020

Description
Resolution confirming the appointment of Stacie Jensen as Director of Human Resources.

Background/Discussion
We have made an offer of employment to Ms. Stacie Jensen for the position of Director of Human Resources. Ms. Jensen has worked in the Human Resource field for 20+ years and the last 15 years in leadership positions, she brings considerable experience and knowledge to the City. Ms. Jensen will start at Grade 34, Step 2 on the Non-union pay scale. All benefit and employment issues will be conducted in a manner as outlined in the City Personnel Policies as they apply to the position of a Department Head. I would appreciate Council concurrence on this offer.

Recommendation
Approval of the resolution.

ATTACHMENTS:

Description	Type	Upload Date
Resolution 20-302	Resolution	12/10/2020

RESOLUTION
NO 20-302

A RESOLUTION CONFIRMING THE APPOINTMENT OF STACIE JENSEN IN THE POSITION OF DIRECTOR OF HUMAN RESOURCES WITH THE CITY OF COUNCIL BLUFFS AND APPROVING THE WAGE AND BENEFIT PACKAGE OFFERED TO HER

- WHEREAS, an employment offer has been made to Stacie Jensen for the position of Director of Human Resources; and
- WHEREAS, this offer is contingent upon approval of the City Council; and
- WHEREAS, the City Council has been advised as to the contents of this offer and find it to be in the best interest of the City of Council Bluffs.

NOW, THEREFORE, BE IT RESOLVED
BY THE CITY COUNCIL
OF THE
CITY OF COUNCIL BLUFFS, IOWA

That effective on or about December 28, 2020, Stacie Jensen is hereby appointed as Director of Human Resources at the salary of Non-union Pay Grade 34, Step 2, with all other benefits as provided under the City's Personnel Policies.

ADOPTED
AND
APPROVED

December 14, 2020

Matthew J. Walsh, Mayor

ATTEST:

Jodi Quakenbush, City Clerk

Council Communication

Department: City Clerk
Case/Project No.:
Submitted by:

Liquor Licenses
ITEM 7.A.

Council Action: 12/14/2020

Description

1. Bucky's Express #16, 15 N 16th Street (New)
2. Bucky's Express #17, 1759 Madison Ave (New)
3. Bucky's Express #22, 3434 Nebraska Ave (New)
4. Bucky's Express #27, 2711 S 24th Street (New)
5. Bucky's Express #34, 3501 W Broadway (New)
6. Speedy Gas N Shop, 430 S 35th Street, Ste 1
7. Tobacco Hut #18, 429 Veterans Memorial Hwy
8. Wal-Mart #3150, 1800 N 16th Street
9. Woods Sporting Goods, 531 Veterans Memorial Hwy

Background/Discussion

There were no alcohol related incidents or arrests at any of the listed businesses this licensing period.

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
Liquor Licenses, 12.14.20	Other	12/8/2020



<input type="checkbox"/> RENEWAL	<input checked="" type="checkbox"/> NEW	<input type="checkbox"/> SPECIAL EVENT
POLICE <u>CM</u>	Local Amt _____	
FIRE <u>AP</u>	Endorsed _____	
BUILDING <u>32</u>	Issued _____	
ZONING <u>CS</u>	Expires _____	
		Council <u>12-14-20</u>

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- Applicant**
- Status Of Business
- Ownership
- Criminal History
- Premises
- General Premises
- Applicant Signature
- Bond Cert
- Local Endorse
- History

Applicant LE_V_95595, Bucky's Express #16, Council Bluffs

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen. The navigation links on the top may also be used to move around the application.

Corporation Name/Sole Proprietor Name/Partnership Name(s): Buck's Corp LLC (Sole Proprietorship, Partnership, Corporation, etc.)

Name of Business (D/B/A): Bucky's Express #16

Address of Premise: 15 N. 16th Street

Address Line 2:

City: Council Bluffs

County: Pottawattamie

Zip: 51501

Business Phone: (712) 329-0009

Cell / Home Phone:

Same Address

Mailing Address: 1 SE Convenience Blvd.

Mailing Address Line 2:

City: Ankeny

State: Iowa

Zip: 50021

Contact Name: Adena Santiago

Phone: (202) 655-1764

Email Address: adena.santiago@huschblack

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 1918 SE Hulsizer Road, Ankeny, IA 50021
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New Parent Company
 Casey's owns
 Bucky's Corp. LLC



<input type="checkbox"/> RENEWAL	<input checked="" type="checkbox"/> NEW	<input type="checkbox"/> SPECIAL EVENT
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- > Criminal History
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- > General Premises
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- > Bond Cert
- > Local Endorse
- > History

Applicant LE_V_95598, Bucky's Express #17, Council Bluffs

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen. The navigation links on the top may also be used to move around the application.

Corporation Name/Sole Proprietor: Bucky's Corp LLC (Sole Proprietorship, Partnership, Corporation, etc.)
 Name/Partnership Name(s): Bucky's Express #17
 Name of Business (D/B/A): Bucky's Express #17
 Address of Premise: 1759 Madison Avenue
 Address Line 2:
 City: Council Bluffs
 County: Pottawattamie
 Zip: 51503
 Business Phone: (712) 322-8855 Cell / Home Phone:
 Same Address
 Mailing Address: 1 SE Convenience Blvd.
 Mailing Address Line 2:
 City: Ankeny State: Iowa
 Zip: 50021
 Contact Name: Adena Santiago
 Phone: (202) 655-1764
 Email Address: adena.santiago@huschblack

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<input type="checkbox"/> RENEWAL	<input checked="" type="checkbox"/> NEW	<input type="checkbox"/> SPECIAL EVENT
POLICE <u>AM</u>	Local Amt _____	
FIRE <u>AF</u>	Endorsed _____	
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- Applicant Signature
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- Local Endorse
- History

Applicant LE_V_95600, Bucky's Express #22, Council Bluffs

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen. The navigation links on the top may also be used to move around the application.

Corporation Name/Sole Proprietor Name/Partnership Name(s): Buck's Corp LLC (Sole Proprietorship, Partnership, Corporation, etc.)

Name of Business (D/B/A): Bucky's Express #22

Address of Premise: 3434 Nebraska Avenue

Address Line 2:

City: Council Bluffs

County: Pottawattamie

Zip: 51501

Business Phone: (712) 256-0477 Cell / Home Phone: _____

Same Address

Mailing Address: 1 SE Convenience Blvd.

Mailing Address Line 2:

City: Ankeny State: Iowa

Zip: 50021

Contact Name: Adena Santiago Email Address: adena.santiago@huschblack

Phone: (202) 655-1764

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POLICE <u>CM</u>	Local Amt _____	
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- ▶ Status Of Business
- ▶ Ownership
- ▶ Criminal History
- ▶ Premises
- ▶ General Premises
- ▶ Applicant Signature
- ▶ Bond Cert
- ▶ Local Endorse
- ▶ History

Applicant LE_V_95601, Bucky's Express #27, Council Bluffs

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen. The navigation links on the top may also be used to move around the application.

Corporation Name/Sole Proprietor Name/Partnership Name(s): Buck's Corp LLC (Sole Proprietorship, Partnership, Corporation, etc.)

Name of Business (D/B/A): Bucky's Express #27

Address of Premise: 2711 South 24th Street

Address Line 2:

City: Council Bluffs

County: Pottawattamie

Zip: 51501

Business Phone: (712) 256-2713 Cell / Home Phone: _____

Same Address

Mailing Address: 1 SE Convenience Blvd.

Mailing Address Line 2:

City: Ankeny State: Iowa

Zip: 50021

Contact Name: Adena Santiago Email Address: adena.santiago@huschblack

Phone: (202) 655-1764

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POLICE <u>CM</u>	Local Amt _____	
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BUILDING <u>[Signature]</u>	Issued _____	
ZONING <u>[Signature]</u>	Expires _____	
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- General Premises
- Applicant Signature
- Bond Cert
- Local Endorse
- History

Applicant LE_V_95602, Bucky's Express #34, Council Bluffs

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen. The navigation links on the top may also be used to move around the application.

Corporation Name/Sole Proprietor Name/Partnership Name(s): Buck's Corp LLC (Sole Proprietorship, Partnership, Corporation, etc.)

Name of Business (D/B/A): Bucky's Express #34

Address of Premise: 3501 W. Broadway

Address Line 2: _____

City: Council Bluffs

County: Pottawattamie

Zip: 51501

Business Phone: (712) 322-2268 Cell / Home Phone: _____

Same Address

Mailing Address: 1 SE Convenience Blvd.

Mailing Address Line 2: _____

City: Ankeny State: Iowa

Zip: 50021

Contact Name: Adena Santiago Email Address: adena.santiago@huschblack

Phone: (202) 655-1764

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New Parent Company
Casey's owns
Buck's Corp. LLC:

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Applicant BC0030118, Speedy Gas N Shop, Council Bluffs

After completion click on the NEXT link to continue to the next screen, or the BACK link to return to the previous screen. The navigation links on the top may also be used to move around the application.

Corporation Name/Sole Proprietor Name/Partnership Name(s): Jerusalem Petroleum, LLC (Sole Proprietorship, Partnership, Corporation, etc.)

Name of Business (D/B/A): Speedy Gas N Shop

Address of Premise: 430 South 35th Street, Suite 1

Address Line 2:

City: Council Bluffs

County: Pottawattamie

Zip: 51501

Business Phone: (712) 256-3473

Cell / Home Phone: (402) 917-6675

Same Address

Mailing Address: 430 South 35th Street, Suite 1

Mailing Address Line 2:

City: Council Bluffs

State: Iowa

Zip: 51501

Contact Name: Abalhadi Alfarra

Phone: (402) 917-6675

Email Address: sfaf2009@yahoo.com

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Applicant LE0002316, Tobacco Hut #18, Council Bluffs

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Corporation Name/Sole Proprietor Name/Partnership Name(s): JNS INC. (Sole Proprietorship, Partnership, Corporation, etc.)

Name of Business (D/B/A): Tobacco Hut #18

Address of Premise: 429 Veterans Memorial Highway

Address Line 2:
 City: Council Bluffs
 County: Pottawattamie
 Zip: 51501

Business Phone: (712) 256-1295

Cell / Home Phone: (402) 321-5593

Same Address

Mailing Address: P.O. Box 358

Mailing Address Line 2:

City: Onawa
 Zip: 51040

State: Iowa

Contact Name: John Greuniesen

Phone: (402) 321-5593

Email Address: thutmanawa18@gmail.com

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Applicant LE0002537, Wal-Mart #3150, Council Bluffs

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Corporation Name/Sole Proprietor Name/Partnership Name(s): Walmart Inc. (Sole Proprietorship, Partnership, Corporation, etc.)

Name of Business (D/B/A): Wal-Mart #3150

Address of Premise: 1800 N. 16TH ST.
 Address Line 2:
 City: Council Bluffs
 County: Pottawattamie
 Zip: 51501

Business Phone: (712) 890-3914 Cell / Home Phone:

Same Address

Mailing Address: 702 SW 8th Street
 Mailing Address Line 2:
 City: Bentonville State: Arkansas
 Zip: 72716-0500

Contact Name: Licensing
 Phone: (479) 277-4656 Email Address: complic@wal-mart.com

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Applicant BC0028979, Woods Sporting Goods, Council Bluffs

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Corporation Name/Sole Proprietor Name/Partnership Name(s): Modlin Sports Inc (Sole Proprietorship, Partnership, Corporation, etc.)

Name of Business (D/B/A): Woods Sporting Goods

Address of Premise: 531 Veterans Memorial Highway

Address Line 2:

City: Council Bluffs

County: Pottawattamie

Zip: 51501

Business Phone: (712) 366-0444 Cell / Home Phone: (401) 660-1463

Same Address

Mailing Address: 531 Veterans Memorial Highway

Mailing Address Line 2:

City: Council Bluffs State: Iowa

Zip: 51501

Contact Name: Vickie Modlin Email Address: vickiemodlin@gmail.com

Phone: (402) 660-1463

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