

APPROVED 3/17/2022

March 10, 2022

The Bloomfield City Council met in special session at 7:00pm at the Bloomfield Public Library with the following members present:

Mayor	Chris Miller
Council	Jeff Anderson, Josh Husted, Don Walton
Deputy Clerk	Kyle McClure
Comm. Develop	Tammy Roberts

Mayor Miller called the meeting to order and welcomed those present. Everyone stood and recited the pledge of allegiance.

Motion by Howard, second by Walton to approve the agenda.  
AYE: Husted, Walton, Howard NAY: None Motion carried.

Mayor Miller announced that this is the time and place fixed for a Public Hearing for the purpose of approving **“A RESOLUTION AUTHORIZING THE MAYOR TO SIGN AND SUBMIT THE COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR THE CITY OF BLOOMFIELD COMMERCIAL FAÇADE IMPROVEMENTS PROJECT AND, IF FUNDED, TO SIGN ALL CONTRACT RELATED DOCUMENTS”**

Motion by Howard, second by Walton to open the Public Hearing.  
AYE: Husted, Howard, Walton NAY: None Motion carried.

The Mayor called for any public comments. No oral objections or comments were offered, and the Clerk reported that no written objections or comments thereto had been filed.

Motion by Walton, second by Howard to close the Public Hearing.  
AYE: Walton, Husted, Howard NAY: None Motion carried.

Motion by Husted, second by Walton to approve Resolution #2022-28 entitled **“ A RESOLUTION AUTHORIZING THE MAYOR TO SIGN AND SUBMIT THE COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR THE CITY OF BLOOMFIELD COMMERCIAL FAÇADE IMPROVEMENTS PROJECT AND, IF FUNDED, TO SIGN ALL CONTRACT RELATED DOCUMENTS”**

AYE: Husted, Walton, Howard NAY: None Motion carried.

Mayor Miller announced that this is the time and place fixed for a **Public Hearing** for the purpose of **Approving the Citizen Participation Meeting.**

Motion by Howard, second by Husted to open the Public Hearing.  
AYE: Walton, Howard, Husted NAY: None Motion carried.

Ashley Utt from Pathfinders was present to oversee the Public Hearing for Citizen Participation regarding proposed activities relevant to the application for Community Development Block Grant -Covid 19 (CDBG--CV) and answered any questions the council had. Ms. Utt also reviewed clarifications on the Community Development & Housing Assessment. The Facade Grant was originally a no-match grant. The requirements changed part way through the application process and it is now a 10% matching grant. The businesses that had already submitted were contacted to explain the change and see if they were still interested ingoing forward with the process. All applicants were still interested. The application will be submitted by the end of March.

The Clerk reported that no written objections or comments thereto had been filed.  
Motion by Howard, second by Walton to close the Public Hearing  
AYE: Walton, Husted, Howard NAY: None Motion carried.

## Citizen Participation Meeting

### 1. How was the need for this project identified?

Over the past year, City officials have been working with business owners, school administration, public facility managers and local organizations to learn how the COVID pandemic was affecting their business or organization. These conversations brought up needs and repairs that would be necessary to enable the business owners to continue and improve their business district, for school staff, students and local organizations to have access to quality and inclusive playground equipment, as well as maintaining public facilities that provided the distance required for safety.

- City of Bloomfield: Public Facilities/Public Spaces (City Park Playground)
- City of Bloomfield: Public Facilities/Public Spaces (Lower Playground & Courts)
- City of Bloomfield: Public Facilities/Public Spaces (Mutchler Community Center New HVAC System)
- City of Bloomfield: Commercial Façade Improvements: Bloomfield Square businesses are working with the city to apply for funding to help eliminate the blight and slum on the exterior building façades.
  - Blackboard Printing: 104 E. Jefferson Street
  - Wells Hometown Pharmacy: 208 E. Franklin Street
  - Image Shapers: 107 ½ W. Jefferson Street
  - Riley Building: 111 E. Franklin Street
  - DC Laundry: 112 E. Franklin Street
  - Bo's Auto: 112 S. Washington Street
  - Bloomfield Democrat: 207-209 S. Madison Street
  - Perfect Touch Wellness: 101 E. Jefferson Street
  - Indigo Roots: 102 E. Jefferson Street
  - CJ's Family Restaurant: 107 S. Madison Street
  - Klicker Building: 107 E. Franklin Street
  - Essential Massage: 209 E. Franklin Street
  - Karfis Building 1: 104 W. Jefferson Street
  - Karfis Building 2: 106 W. Jefferson Street

### 2. How the project will be funded and the sources of funds:

- City of Bloomfield: Public Facilities/Public Spaces (City Park Playground)
  - CDBG-CV funding only: \$499,543.00
  - No Local Match: \$0.00
- City of Bloomfield: Public Facilities/Public Spaces (Lower Playground and Courts):

- CDBG-CV funding only: \$425,460.00
  - No Local Match: \$0.00
  - City of Bloomfield: Public Facilities/Public Spaces (Mutchler Community Center New HVAC System):
    - CDBG-CV funding only: \$128,574.00
    - No Local Match: \$0.00
  - City of Bloomfield: Commercial Façade Improvements Project:
    - CDBG-CV funding: \$1,039,071.00
    - Local Match amount: As stated in the regulations, each façade project must provide at least a 10% match of the project cost: \$128,222.00
      - Blackboard Printing: 104 E. Jefferson Street: \$8,099.00
      - Wells Hometown Pharmacy: 208 E. Franklin Street: \$10,645.00
      - Image Shapers: 107 ½ W. Jefferson Street: \$9,985.00
      - Riley Building: 111 E. Franklin Street: \$5,405.00
  - DC Laundry: 112 E. Franklin Street: \$9,957.00
  - Bo’s Auto: 112 S. Washington Street: \$9,947.00
  - Bloomfield Democrat: 207-209 S. Madison Street: \$23,873.00
  - Perfect Touch Wellness: 101 E. Jefferson Street: \$9,969.00
  - Indigo Roots: 102 E. Jefferson Street: \$9,980.00
  - CJ’s Family Restaurant: 107 S. Madison Street: \$4,967.00
  - Klicker Building: 107 E. Franklin Street: \$4,658.00
  - Essential Massage: 209 E. Franklin Street: \$10,001.00
  - Karfis Building 1: 104 W. Jefferson Street: \$5,420.00
  - Karfis Building 2: 106 W. Jefferson Street: \$5,316.00
1. Date the CDBG will be submitted:
    - City of Bloomfield: City Facilities/Public Spaces (City Park Playground) CDBG-CV Funding – resubmission/corrections March 2022
    - City of Bloomfield: Public Facilities/Public Spaces (Lower Playground and Courts): CDBG-CV Funding – March 2022
    - City of Bloomfield: Public Facilities/Public Spaces (Mutchler Community Center New HVAC System): CDBG-CV Funding – March 2022
    - City of Bloomfield: Commercial Façade Improvement Project: CDBG-CV Funding – March 2022
  2. Requested amount of federal funds:
    - Each CDBG-CV grant has its own application amount:
      - City of Bloomfield: Public Facilities/Public Spaces
        - City Park Playground: \$499,543.00
      - City of Bloomfield: Public Facilities/Public Spaces
        - Lower Playground & Courts: \$425,460.00
      - City of Bloomfield: Public Facilities/Public Spaces
        - Mutchler Community Center New HVAC System: \$128,574.00

- City of Bloomfield Commercial Façade Improvement Project federal funds total: \$1,039,071.00
  - Blackboard Printing: 104 E. Jefferson Street: \$72,886.00
  - Wells Hometown Pharmacy: 208 E. Franklin Street: \$95,801.00
  - Image Shapers: 107 ½ W. Jefferson Street: \$89,860.00
  - Riley Building: 111 E. Franklin Street: \$48,642.00
  - DC Laundry: 112 E. Franklin Street: \$89,604.00
  - Bo's Auto: 112 S. Washington Street: \$89,518.00
  - Bloomfield Democrat: 207-209 S. Madison Street: \$100,000.00
  - Perfect Touch Wellness: 101 E. Jefferson Street: \$89,718.00
  - Indigo Roots: 102 E. Jefferson Street: \$89,814.00
  - CJ's Family Restaurant: 107 S. Madison Street: \$44,698.00
  - Klicker Building: 107 E. Franklin Street: \$41,913.00
  - Essential Massage: 209 E. Franklin Street: \$90,001.00
  - Karfis Building 1: 104 W. Jefferson Street: \$48,774.00
  - Karfis Building 2: 106 W. Jefferson Street: \$47,842.00

3. Estimated portion of federal funds that will benefit LMI persons:

- Bloomfield LMI based on the Income Survey: 51.98%
- Activity will benefit all the residents of a primarily residential area where at least 51 percent of the residents are low-and-moderate income persons. The City Park Playground Project, the Lower Playground and Courts project and the City of Bloomfield Commercial Façade Improvement Project are all located in open to the public locations and often used for community events and local organizations. The Mutchler Community Center New HVAC System is a public facility and is used for community events and used for school purposes, as well as various local organizations. All locations are open and available to the public and the project areas are used regularly for community wide events.
- City of Bloomfield is going to be applying for
  - City of Bloomfield: Public Facilities/Public Spaces
    - City Park Playground: LMI portion \$499,543.00
  - City of Bloomfield: Public Facilities/Public Spaces
    - Lower Playground & Courts: LMI portion \$425,460.00
  - City of Bloomfield: Public Facilities/Public Spaces
    - Mutchler Community Center New HVAC System: LMI portion \$128,574.00
  - City of Bloomfield Commercial Façade Improvement Project federal funds total: \$1,039,071.00
    - Blackboard Printing: 104 E. Jefferson Street: \$72,886.00
    - Wells Hometown Pharmacy: 208 E. Franklin Street: \$95,801.00
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- Karfis Building 1: 104 W. Jefferson Street: \$48,774.00
- Karfis Building 2: 106 W. Jefferson Street: \$47,842.00

4. Where the proposed activities will be conducted:

- City of Bloomfield: Public Facilities/Public Spaces
  - City Park Playground: 625 E. Locust Street, Bloomfield, IA 52537
- City of Bloomfield: Public Facilities/Public Spaces
  - Lower Playground & Courts: 108 Smith Street, Bloomfield, IA 52537
- City of Bloomfield: Public Facilities/Public Spaces
  - Mutchler Community Center New HVAC System: 900 N. East Street, Bloomfield, IA 52537
- City of Bloomfield Commercial Façade Improvements Projects:
  - Blackboard Printing: 104 E. Jefferson Street
  - Wells Hometown Pharmacy: 208 E. Franklin Street
  - Image Shapers: 107 ½ W. Jefferson Street
  - Riley Building: 111 E. Franklin Street
  - DC Laundry: 112 E. Franklin Street
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  - Karfis Building 2: 106 W. Jefferson Street

5. Plans to minimize displacement of persons or businesses resulting of funded projects:

- City of Bloomfield: Public Facilities/Public Spaces
  - City Park Playground: NA; project is located on an already existing site. There is no displacement of persons or businesses.
- City of Bloomfield: Public Facilities/Public Spaces
  - Lower Playground & Courts: NA; project is located on an already existing site. There is no displacement of persons or businesses.
- City of Bloomfield: Public Facilities/Public Spaces
  - Mutchler Community Center New HVAC System: NA; The replacement of the HVAC units is primarily on the top of the building with minimal

disturbance to the inside facility. But to minimize any disturbances to daily business, this project can be phased so that one of areas of the building will be under repair at one time.

- City of Bloomfield Commercial Façade Improvement Projects: No business or residential units will be permanently displaced due to or during the façade projects. All efforts will be made to help minimize any disturbances to the businesses and to the residential occupants. All work will be completed during the standard day working hours and construction will be completed to allow tenants and businesses to remain in the building during the project. Any construction that takes places that might cause an issue to entry to the businesses or residential units will have at least 5 days notice to allow for adequate planning time. There is no displacement of any persons or businesses.

6. Plans to assist persons actually displaced:

- City of Bloomfield: Public Facilities/Public Spaces
  - City Park Playground: NA; there is no displacement of persons or businesses at this project site.
- City of Bloomfield: Public Facilities/Public Spaces
  - Lower Playground & Courts: NA; there is no displacement of persons or businesses at this project site.
- City of Bloomfield: Public Facilities/Public Spaces
  - Mutchler Community Center New HVAC System: NA; there is no displacement of persons or businesses. The replacement of the HVAC units is primarily on the top of the building with minimal disturbance to the inside facility. But to minimize any disturbances to daily business, this project can be phased so that one of area of the building will be under repair at one time.
- City of Bloomfield: Commercial Façade Improvement Projects
  - City of Bloomfield Commercial Façade Improvement: No business or residential units will be permanently displaced due to or during the façade projects. All efforts will be made to help minimize any disturbances to the businesses and to the residential occupants. All work will be completed during the standard day working hours and construction will be completed to allow tenants and businesses to remain in the building during the project. Any construction that takes places that might cause an issue to entry to the businesses or residential units will have at least 5 days notice to allow for adequate planning time. There is no displacement of any persons or businesses.

7. The nature of the proposed activities:

- City Park Playground Project is replacing a 20+ year old playground equipment and original playground equipment from when the park was initially built that is not safe and not all inclusive for children of all ages and abilities with a new 10,000 sq. ft. playground that is upgraded with safety features and provides all-inclusive play for all children's

abilities. This project will also provide a new and safe area that children can play on outdoors and use safely with social distancing.

- Lower Playground and Courts Project is upgrading the lower family recreational area with a younger style playground suitable for the young children of families that are partaking in outdoor activities such as basketball, pickle ball, baseball or softball. This project will install a 3,000 sq. ft. playground and directly adjacent to the new concrete pad being used for basketball and pickle ball. Shade features have already been purchased through the Wellmark Grant for the basketball courts. This project will also allow the installation of a safety sport court to help prevent injuries on the new basketball courts and better the environment for outdoor recreation.
- Mutchler Community Center New HVAC System project will replace the HVAC system (installed in 1999 with the original build) that is over 20 years old and is not maintaining temperatures correctly and is struggling with air filtration and distribution properly throughout the building. The new system will improve temperature control and assist with proper ventilation and airflow.
- City of Bloomfield Commercial Façade Improvement grant applications are to help with funding to eliminate slum and blight and improve commercial façade in districts impacted by COVID-19. These projects are exterior improvements only, removal and replacement of glass is probably the most intrusive work, but can be accomplished in a day or two with temporary partitions to the interior if necessary. These projects include masonry repair and replacement, mortar repair, glass replacement that will only take part on the non-historic glazing systems and any exterior repairs to panels, concrete or limestone blocks. Any and all work will be reviewed by SHPO/IEDA with a 106 review since these are all considered historical buildings. This project aims to enhance and return the buildings to their historic glamor. This project is ensuring that the priority safety concerns are being repaired first and foremost.

8. General description of accomplishments to date:

- Engineer procurement: Façade – September 2021
- Engineer procurement: Public Spaces – October 2021
- Architect procurement: Façade: September 2021
- Grant Writing: August 2021
- CDBG Administration Procurement: March 2022

9. Summary of expenditures to date:

- Engineering
- Architect
- Income Survey
- Grant Writing

10. General Description of remaining work: Application will be submitted on or before March 31, 2022. If funded, final architectural design and material testing will take place, followed by a Section 106 consultation with the project going to bid in late Spring, so that construction can begin early Summer and be complete by the summer of 2023, no later than July 20, 2023. The

City, Main Street and contractors will work with each participating property owner, their occupants and their neighbors to minimize disruption to businesses and residential accesses.

11. There is no deadline for the CDBG-CV19 non entitlement funds, it is a first come, first serve grant application.
12. If anyone has any questions or concerns, you can contact Tammy Roberts, City of Bloomfield Development Director at 641-664-9653 or [tammy.roberts@cityofbloomfield.org](mailto:tammy.roberts@cityofbloomfield.org).

## Community Development and Housing Needs Assessment Clarification

### Community Development and Housing Needs of LMI Persons

- **Develop Outdoor Recreational Opportunities:** The City currently has limited outdoor recreational opportunities and has been working with a local trail organization to create a trail that stretches from one side of Bloomfield to the other side, which will create not only an outdoor recreational opportunity, but also helps residents get from one location to another location safely when they don't have access to a means of transportation. The City would also like to install new outdoor playground equipment, upgrade the public pool and install sport courts that will connect to the trail network. (LOW)
  - **CLARIFICATION:** The City of Bloomfield had a long list of improvements to complete on the City Pool that was separated into two phases. Phase 1 included repairs of the concrete pool deck, rusted toilet stalls, replacing bathroom ventilation systems, repairing and adding shade features, updating lighting to LED and repainting the main pool. Phase 2 of the project would include adding a splash pad and upgrading the baby pool area. The City applied for grant funding through the Land & Water Conservation Fund (LWCF) in March 2020, right before the pandemic hit for Phase 1 of the project. After it was awarded in April 2020, it came to a stand-still due to the pandemic. Due to the drastic time it took for the contract and additional paperwork to get completed, LWCF issued a Notice of Waiver of Retroactivity in August 2021 to allow the City to start the project, since it had been over a year since it was awarded. The City began the process of procuring service providers for the various projects within the LWCF funding. Projects that have been completed to date (March 2022) for the LWCF project include repairs and painting of the pool bottom. Bathroom stalls and LED lights have been ordered. The City is still working on finding funding to complete Phase 2.
  - **CLARIFICATION:** The City of Bloomfield applied for the Wellmark Small Match Grant fund in June 2020 to build a new basketball/pickleball court with (2) hoops, fencing around the courts, bleachers, picnic tables, shade features, LED lighting and to add a grass section in between the courts and the baseball batting cage currently located to the West of the project area. Due to the pandemic and supply/cost issues, this grant had to adjust its construction plan and completed the project in December 2021. The adjustments included adding fencing only on the side between the courts and the parking lot and the concrete area was built smaller to allow for a future toddler-small



child playground and play area for families using the community facilities. This project did not include the sport court or lines for the concrete basketball/pickleball court.

- Please clarify why the City decided to prioritize an application for Playground upgrades (priority LOW), especially when two playgrounds already exist, over applying for funds for a new air conditioning/HVAC system in the community center (priority MEDIUM).

o CLARIFICATION: The City determined that they need were as listed below:

- Sanitary Sewer Improvements: HIGH – In process
- Housing Rehabilitation: HIGH – In process
- Rehabilitation of Downtown Buildings: MEDIUM – applying for CDBG-CV funding
- Community Center Improvements: MEDIUM – applying for CDBG-CV funding
- Encourage Development of New Housing: MEDIUM – In process
- Develop Outdoor Recreational Opportunities: LOW – applying for CDBG-CV funding

o CLARIFICATION: The City is applying for CDBG-CV funding for the remaining projects that are not in process. The City Park Project was submitted with plans to submit the Mutchler Center HVAC project once the estimate was complete the following week, which was the same week that “clarifications” were requested with a new Public Hearing. The two existing playgrounds are both old and dilapidated areas, details on these locations can be found in the “Clarification on current parks available in the City of Bloomfield”. All projects that are not in process with other funding sources, are being requested for CDBG-CV funding.

Motion by Husted, second by Walton to approve the Citizens Participation Meeting.  
AYE: Howard, Walton, Husted NAY: None Motion carried.

Motion by Howard, second by Husted to approve claims as presented.  
AYE: Howard, Husted, Walton NAY: None Motion carried.

Motion by Howard, second by Walton to adjourn at 7:20pm  
AYE: Husted, Howard, Walton NAY: None Motion carried.

ATTEST:

\_\_\_\_\_  
Chris Miller, Mayor

\_\_\_\_\_  
Kyle McClure, Deputy Clerk

