



****AMENDED AGENDA
OTTUMWA CITY COUNCIL**

REGULAR MEETING NO. 23
Bridge View Center, 102 Church St.

July 2, 2024
5:30 O'Clock P.M.

PLEDGE OF ALLEGIANCE

- A. ROLL CALL: Council Member Caviness, Bossou, Galloway, Hoffman, McAntire and Mayor Johnson.
- B. CONSENT AGENDA:
 - 1. Minutes from Special Meeting No. 21 on June 11, 2024 and Regular Meeting No. 22 on June 18, 2024 as presented.
 - 2. Acknowledge and approve July 2, 2024 Claims List as submitted by the Finance Department.
 - 3. Resolution No. 153-2024, setting July 16, 2024 as the time and place for a Public Hearing on the Proposed Ordinance Amending the Fire Protection and Prevention Code of the City of Ottumwa by Adopting an Amendment to the International Fire Code, for Standardization of Performance Compliance Alternatives to Automatic Fire Sprinkler Systems in Certain Group R Occupancies.
 - 4. Beer and/or liquor applications for: Cobblestone Hotel & Suites & Wissota Chophouse, 108 Church Street, with outdoor service area; Courtside Bar & Grill, 2511 N. Court, with outdoor service area; Greater Ottumwa Partners in Progress, Ottumwa RAGBRAI, Bridgeview Center, temporary outdoor service area 7/25/2024 ; all applications pending final inspections.
- C. APPROVAL OF AGENDA
- D. ADMINISTRATORS REPORT TO COUNCIL AND CITIZENS:

All items on this agenda are subject to discussion and/or action.

- E. IDENTIFICATION OF CITIZENS DESIRING TO COMMENT ON AGENDA ITEMS:
(When called upon by the Mayor, step to the microphone; state their name, address and agenda item to be addressed. The Mayor will invite you to address the Council when that topic is being discussed. Remarks will be limited to **three minutes or less**. The City Clerk shall keep the time and notify the Mayor when the allotted time limit has been reached. Comments are to be directly germane to the agenda item being discussed; if not directly germane as determined by the Mayor will be ruled out of order.)
- F. PUBLIC HEARING:
- G. ORDINANCES:
 - 1. Ordinance No. 3226-2024, amending the Municipal Code of the City of Ottumwa, Iowa by amending Sections 2-233 & 2-234 for the Purpose of Revising the City's Purchasing Policies and Procedures.

RECOMMENDATION: Pass the Third Consideration and Adopt Ordinance No. 3226-2024.

- H. DEPARTMENTAL, BOARD, OR COMMISSION RECOMMENDATIONS/REPORTS:
 - 1. Janitorial Bid for the Law Enforcement Center.

RECOMMENDATION: Award the contract for Janitorial Services for the building shared by Ottumwa Police Department and Wapello County Sheriff's Office to Stratus Building Solutions for a term of 3 years.

I. RESOLUTIONS:

1. Resolution No. 149-2024, Authorizing prepayment for 2024 Sutphen Fire Apparatus to receive discounted pricing.

RECOMMENDATION: Pass and adopt Resolution No. 149-2024.

2. Resolution No. 151-2024, removing Special Assessments applied to Parcel No. 00741-007-0009-000; a Vacant Lot on Grove Street; from weed cutting assessments from mowing seasons 1995-2006; totaling \$884 plus interest and administrative fees.

RECOMMENDATION: Pass and adopt Resolution No. 151-2024.

3. Resolution No. 152-2024, authorizing the purchase of a 2024 Chevrolet Trailblazer for the Building and Code Enforcement Department from McGrath Fleet & Commercial for \$24,671.

RECOMMENDATION: Pass and adopt Resolution No. 152-2024.

4. Resolution No. 154-2024, awarding the contract for Demolition and Disposal of the condemned property at 903 Silk to Dan Laursen in the amount of \$7,490.

RECOMMENDATION: Pass and adopt Resolution No. 154-2024.

5. Resolution No. 155-2024, approving the MOU between the City of Ottumwa and Teamsters Local No. 238 regarding the salary of WPCF Maintenance Technician and authorizing the Mayor to sign.

RECOMMENDATION: Pass and adopt Resolution No. 155-2024.

6. **Resolution No. 156-2024, setting July 16, 2024 as the date of a Public Hearing on the disposition of City owned property located at 109 E. Woodland Avenue.

RECOMMENDATION: Pass and adopt Resolution No. 156-2024.

7. Resolution No. 157-2024, accepting work as final and complete for the Capital Lofts Project (22-ARPDH-045) and authorizing reimbursement from the final grant draw down.

RECOMMENDATION: Pass and adopt Resolution No. 157-2024.

J. PUBLIC FORUM:

The Mayor will request comments from the public on topics of city business or operations other than those listed on this agenda. Comments shall not be personalized and limited to three minutes or less. Comments not directly applicable to operations, inappropriate, or an improper utilization of meeting time, as determined by the Mayor, will be ruled out of order. When called upon by the Mayor, step to the microphone; give your name, address and topic on which to address the Council. The Council is not likely to take any action on your comments due to requirements of the Open Meetings Law. Pertinent questions, comments or suggestions may be referred to the appropriate department, city administrator or legal counsel for response, if relevant.

K. MAYOR/CITY COUNCIL REPORT AND/OR COMMUNICATIONS

ADJOURN

***** It is the goal of the City of Ottumwa that all City Council public meetings are accessible to people with disabilities. If you need assistance in participating in City Council meetings due to a disability as defined under the ADA, please call the**

City Clerk's Office at (641) 683-0621 at least one (1) business day prior to the scheduled meeting to request an accommodation. ***

*Items on the **TABLE**:

1. Resolution No. 147-2024, approving an agreement with McMahon Associates, Inc. for Professional Consulting Services.

RECOMMENDATION: Pass and adopt Resolution No. 147-2024.

****AMENDED AGENDA – Resolution No. 156-2024 is to set the PH for disposal of 109 E. Woodland.**



[CITY OF]
O T T U M W A

FAX COVER SHEET

City of Ottumwa

DATE: 7/1/2024 TIME: 1:45 PM NO. OF PAGES 4
(Including Cover Sheet)

TO: News Media CO: _____

FAX NO: _____

FROM: Christina Reinhard

FAX NO: 641-683-0613 PHONE NO: 641-683-0620

MEMO: ** AMENDED Agenda for the Regular City Council Meeting #23 to be held on 7/2/2024 at 5:30 P.M. at Bridge View Center.

 FAX MULTI TX REPORT

JOB NO. 4939
 DEPT. ID 4717
 PGS. 4

TX INCOMPLETE -----
 TRANSACTION OK 916416847834
 916606271885
 916416823269
 ERROR 916416828482

Ottumwa Courier
 KTVO
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JOB NO. 4939
DEPT. ID 4717
ST. TIME 07/01 13:41
SHEETS 4
FILE NAME

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CITY OF
OTTUMWA

TENTATIVE AGENDA
OTTUMWA CITY COUNCIL

REGULAR MEETING NO. 23
Bridge View Center, 102 Church St.

July 2, 2024
5:30 O'Clock P.M.

PLEDGE OF ALLEGIANCE

- A. ROLL CALL: Council Member Caviness, Bossou, Galloway, Hoffman, McAntire and Mayor Johnson.
- B. CONSENT AGENDA:
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- G. ORDINANCES:
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RECOMMENDATION: Pass the Third Consideration and Adopt Ordinance No. 3226-2024.

- H. DEPARTMENTAL, BOARD, OR COMMISSION RECOMMENDATIONS/REPORTS:
1. Janitorial Bid for the Law Enforcement Center.

RECOMMENDATION: Award the contract for Janitorial Services for the building shared by Ottumwa Police Department and Wapello County Sheriff's Office to Stratus Building Solutions for a term of 3 years.

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RECOMMENDATION: Pass and adopt Resolution No. 149-2024.

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RECOMMENDATION: Pass and adopt Resolution No. 151-2024.

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5. Resolution No. 155-2024, approving the MOU between the City of Ottumwa and Teamsters Local No. 238 regarding the salary of WPCF Maintenance Technician and authorizing the Mayor to sign.

RECOMMENDATION: Pass and adopt Resolution No. 155-2024.

6. Resolution No. 156-2024, accepting the bid and approving the sale of 109 East Woodland to Manny Martinez for the sum of \$35,000.

RECOMMENDATION: Pass and adopt Resolution No. 156-2024.

7. Resolution No. 157-2024, accepting work as final and complete for the Capital Lofts Project (22-ARPDH-045) and authorizing reimbursement from the final grant draw down.

RECOMMENDATION: Pass and adopt Resolution No. 157-2024.

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RECOMMENDATION: Pass and adopt Resolution No. 147-2024.



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FAX COVER SHEET

City of Ottumwa

DATE: 6/28/2024 TIME: 9:00 AM NO. OF PAGES 4
(Including Cover Sheet)

TO: News Media CO: _____

FAX NO: _____

FROM: Christina Reinhard

FAX NO: 641-683-0613 PHONE NO: 641-683-0620

MEMO: Tentative Agenda for the Regular City Council Meeting #23 to be held on 7/02/2024 at 5:30 P.M. at Bridge View Center, 102 Church Street.

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DEPT. ID 4717
ST. TIME 06/28 08:55
SHEETS 4
FILE NAME

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MEMO: Tentative Agenda for the Regular City Council Meeting #23 to be held on 7/02/2024 at 5:30 P.M. at Bridge View Center, 102 Church Street.

OTTUMWA CITY COUNCIL MINUTES

Item No. B.-1.

SPECIAL WORK SESSION NO. 21
Bridge View Center, 102 Church St.

June 11, 2024
5:30 O'Clock P.M.

The meeting was called to order at 5:30 P.M.

Present were Council Member Hoffman, McAntire, Caviness, Bossou, Galloway and Mayor Johnson.

Bossou moved, seconded by McAntire to approve Agenda as presented. All ayes.

Items discussed at the work session are listed on the agenda and on file in the office of the City Clerk. No action was taken.

City Admin. Rath began, City's Fire Protection & Prevention Code; Amendments to the 2021 International Fire Code. When adopted; Ord. No. 3204-2022, (2021 IFC) 9/6/22, information disclosed did not mention removal of amendment that allowed some exemptions. Com. Dev. Dir. Simonson presented; long term, what is the best way to get all bldgs. sprinkled; that should be our goal to create a feasible plan together. Short term, this has become a barrier in expansion of downtown area so there is urgency in trying to find a solution in the interim.

Interim Fire Chief Short reported there's enough factors with safety that he does not support any amendments to 2021 IFC. Discussed & researched with peers in other cities. Other things to consider; fire dept. response capabilities to a downtown fire due to further constraints (alley width, parking front & back of bldg., etc.) 96% of fires were confined to the room they originated in being sprinkled (National Fire Protection Agency). Without sprinklers, fighting a fire would take longer, cause more damage, be more dangerous and have a greater potential for structural failure.

Marc Roe, Dir. GoPIP and Fred Zesiger, Dir. Main Street Ottumwa, shared their views on how this has been crippling for economic development.

Council discussed topic in great detail. Want to see recommendation presented for council action.

Rath then discussed legalizing Use of Golf Carts on City Streets. IA Code §321.247 discusses golf cart operation on city streets; council has it in their purview to allow golf carts on city streets and can mimic state code, allowing operation from sunrise to sunset and equipped with a slow moving vehicle sign and bicycle safety flag. Jerry Phillips provided examples of city codes and permit applications. Mayor asked if Police Dept. would be inundated with enforcement issues should this be added to our code. Council requests this presented for action. Rath will work with attorney on ordinance and will present for legislative action at a later mtg.

There being no further discussion, Caviness moved, seconded by McAntire to adjourn. All ayes.

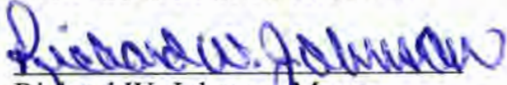
Adjournment was at 7:32 P.M.

ATTEST:


Christina Reinhard, CMC, City Clerk

Published in Ottumwa Courier on 6/20/2024.

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

OTTUMWA CITY COUNCIL MINUTES

REGULAR MEETING NO. 22
Bridge View Center, 102 Church St.

June 18, 2024
5:30 O'Clock P.M.

The meeting was called to order at 5:30 P.M.

Present were Council Member McAntire, Caviness, Bossou, Galloway, Hoffman and Mayor Johnson.

Caviness moved, seconded by Hoffman to approve consent agenda items: Mins. from Regular Mtg. No. 20 on June 4, 2024 as presented; Ack. and approve June 18, 2024 Claims List submitted by Finance; Ack. May 2024 financial stmt. submitted by Finance; Recommend appointment of Steven Propp to Ottumwa Water Works Brd. of Trustees, term to exp. 7/22/2026 due to a vacancy; Kayla McConnell to Zoning Brd. of Adj., term to exp. 12/12/27 due to a vacancy; re-appointment of Xavier Wilson to Ottumwa Water Works Brd. of Trustees, term to exp. 7/22/2030 and LeAnn Lemberger to Brd. of Library Trustees, term to exp. 7/1/2030; Order Accepting Ack/Settlement Agt. between City and Iowa 2011, LLC d/b/a U.S. Smoke Shop #1 (610 Church St.); Purchase of Combined Sewer Overflow samplers from Onsite for \$24,465 for WPCF; Res. No. 148-2024, approving Wapello County/City of Ottumwa Law Enforcement Center Maint. Budget for FY25; Cig. Permit Applications for: Ross Tobacco Shop, LLC (129 E. Second); Yesway #1012 (2508 N. Court), Yesway #1013 (534 Church), Yesway #1014 (502 W. Second), Yesway #1030 (1317 E. Mary), US Smoke Shop No. 2 (510 N. Hancock); Beer and/or liquor applications for: Morgan's Corner Bar & Grill, 436 W. Second; Morgan's Corner Bar & Grill, temp. OSA on 7/6/2024; Morgan's Corner Bar & Grill, temp. OSA on 7/25/2024; Hy-Vee Ottumwa – Area GOPiP, temp. OSA at Jimmy Jones Shelter 6/28-6/29/24; all applications pending final inspections. All ayes.

Caviness moved, seconded by Bossou to approve agenda as presented. All ayes.

City Admin. Rath reported amendment to 2021 IFC (sprinklers) will be presented at the next mtg. (July 2, 2024).

Mayor Johnson inquired if anyone from the audience wished to address an item on the agenda. There were none.

This was the time, place and date set for a public hearing on proposal to lease certain real property at Ottumwa/Wapello County landfill, locally known as 13277 165th Ave, to Vespene Energy, Inc. Comm. Dev. Dir. Simonson reported. No objections rec'd. Caviness moved, seconded by Hoffman to close public hearing. All ayes.

Caviness moved, seconded by Galloway that Res. No. 146-2024, approving and auth. execution of Landfill Gas License Agt. and Land Lease Agt. by and between Vespene Energy, Inc. and the City of Ottumwa for certain real property at Ottumwa/Wapello County landfill locally known as 13277 165th Ave. be passed and adopted. All ayes.

Caviness moved, seconded by McAntire to pass second consideration of Ord. No. 3226-2024, amending Municipal Code of the City of Ottumwa, by amending Sections 2-233 & 2-234 for the Purpose of Revising the City's Purchasing Policies and Procedures. All ayes.

Caviness moved, seconded by Hoffman to pass first consideration of Ord. No. 3227-2024, amending Sec. 20-4(g), Inspection Brd. of Review, of the Code of Ord. of the City of Ottumwa for the purpose of revising the terms for the Inspection Brd. of Review. All ayes.

Galloway moved, seconded by Hoffman to waive second and third considerations, pass and adopt Ord. No. 3227-2024. All ayes.

Caviness moved, seconded by Hoffman to pass first consideration of Ord. No. 3228-2024, amending Sec. 11-2, Brd. Membership, Term, of the Code of Ord. of the City of Ottumwa for the purpose of revising the terms for the Brd. of Cemetery Trustees. All ayes.

Hoffman moved, seconded by Galloway to waive second and third considerations, pass and adopt Ord. No. 3228-2024. All ayes.

Caviness moved, seconded by McAntire to pass first consideration of Ord. No. 3229-2024, amending Sec. 8-2, Airport Adv. Brd.; Powers and Duties, of the Code of Ord. of the City of Ottumwa for the purpose of revising the terms for Airport Adv. Brd Members. All ayes.

Galloway moved, seconded by Hoffman to waive second and third considerations, pass and adopt Ord. No. 3229-2024. All ayes.

Caviness moved, seconded by McAntire to pass first consideration of Ord. No. 3230-2024, amending various provisions of Article VI, Brds., Commissions and Committees, of the Code of Ord. of the City of Ottumwa for the purpose of revising the number and terms for City Brd. and Commission Members. All ayes.

Galloway moved, seconded by Bossou to waive second and third considerations, pass and adopt Ord. No. 3230-2024. All ayes.

Caviness moved, seconded by McAntire that Res. No. 139-2024, removing special assessments applied to Parcel No. 00741-641-0008-000, a Vacant Lot on S. Adella. on the following Res. Numbers: 1-2010, 13-2011, 252-2013, 291-2014, 286-2016, 267-2017, 284-2018, 266-2019, 260-2020, 209-2021, and 41-2023, totaling \$4,715 plus interest and admin. charges from 2010-2023, be passed and adopted. All ayes.

Caviness moved, seconded by Galloway that Res. No. 140-2024, approving Release of Mtg. and Promissory Note for 1436 Mowrey and auth. Mayor to sign, be passed and adopted. All ayes.

Hoffman moved, seconded by Bossou that Res. No. 141-2024, approving changes to Compensation Handbook, be passed and adopted. All ayes.

Caviness moved, seconded by Bossou that Res. No. 142-2024, approving distribution of Preliminary Official Stmt. for \$6,860,000 Gen. Obligation Capital Loan Notes, Series 2024, be passed and adopted. All ayes.

Caviness moved, seconded by Hoffman that Res. No. 143-2024, approving Agt. with GOPIP for Economic Dev. Services, be passed and adopted. All ayes.

Caviness moved, seconded by McAntire that Res. No. 144-2024, auth. Fourth Amendment to Amended and Substituted Lease between the City and National Railroad Passenger Corporation a/k/a AMTRAK, be passed and adopted. All ayes.

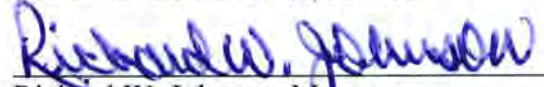
Caviness moved, seconded by Galloway that Res. No. 145-2024, approving Fireworks Display Agt. with J&M Displays, Inc. for RAGBRAI on July 25, 2024, be passed and adopted. Rath reported \$10,000 will come from City funds. All ayes.

Caviness moved, seconded by McAntire that Res. No. 147-2024, approving agt. with McMahan Assoc., Inc. for Professional Consulting Services, be passed and adopted. Rath reported, McMahan Assoc. utilizes a team of professional Public Safety & Municipal Mgmt. staff to work with current staff in Fire Dept. to provide admin. support while evaluating and making recommendations related to operating policies and procedures, equipment, training and compliance of the fire dept.; would be on-site 4-5 days per month and available via phone and email when not in Ottumwa; provide best practices to help move the dept. forward. Cost \$10-13,000 per month includes travel expenses; with est. 5-8 months as scope of plan. Numerous questions were asked and council requested further discussion on this item.

Caviness moved, seconded by McAntire to table Res. No. 147-2024 until a work session can be held to discuss further. All ayes.

There being no further business, Caviness moved, seconded by Hoffman that the mtg. adjourn. All ayes. Adjournment was at 6:49 P.M.

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

ATTEST:



Christina Reinhard, CMC, City Clerk

Published in Ottumwa Courier on 6/29/2024.

REPORT DATE 06/27/2024
SYSTEM DATE 06/27/2024
FILES ID 0

CITY OF OTTUMWA
CHECK REGISTER
COMPLETE REGISTER OF ALL SORTED CHECKS

PAGE 1
TIME 16:08:31
USER MC

BATCH NUMBER CHKX

CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
01303	30377806497	REIMBURSEMENT	VR 00240702-001	06/26/2024	-	PO:CEG190073020	31213.00
CHECK TOTAL FOR CHECK NUMBER 221184 DATED 07/02/2024 WRITTEN TO 00166 A/R(CREDIT/JURY DUTY) for the amount of							31213.00
01173	17344136540	PROGRAM SUPPLIES	VR 00240702-003	02/21/2024	-	7-23-24	375.00
01173	17344136540	PROGRAM SUPPLIES	VR 00240702-002	02/21/2024	-	7-16-24	375.00
CHECK TOTAL FOR CHECK NUMBER 221185 DATED 07/02/2024 WRITTEN TO 00299 ABSOLUTE SCIENCE for the amount of							750.00
01673	67388436331	VHCL MTCE SUPPLIES	VR 00240702-004	06/11/2024	-	9003504	4342.50
CHECK TOTAL FOR CHECK NUMBER 221186 DATED 07/02/2024 WRITTEN TO 00316 ACCENT WIRE-TIE for the amount of							4342.50
01110	11022986331	VHCL MTCE SUPPLIES	VR 00240702-005	06/11/2024	-	CENTRAL GARAGE	190.06
CHECK TOTAL FOR CHECK NUMBER 221187 DATED 07/02/2024 WRITTEN TO 01304 ALL ROADS TRUCK & TRAILERfor the amount of							190.06
01670	67088406331	VHCL MTCE SUPPLIES	VR 00240702-006	12/05/2023	-	604779	5685.42
01670	67088406331	VHCL MTCE SUPPLIES	VR 00240702-008	06/11/2024	-	604779	13.57
01670	67088406331	VHCL MTCE SUPPLIES	VR 00240702-009	06/12/2024	-	604779	719.38
01670	67088406331	VHCL MTCE SUPPLIES	VR 00240702-010	06/14/2024	-	604779	139.12
01670	67088406331	VHCL MTCE SUPPLIES	VR 00240702-011	06/14/2024	-	604779	86.00
01670	67088406727	OTHER CAPITAL EQUIP	VR 00240702-007	06/04/2024	-	604779	990.00
CHECK TOTAL FOR CHECK NUMBER 221188 DATED 07/02/2024 WRITTEN TO 02080 ALTORFER INC. for the amount of							7633.49
01131	13122806507	OPERATING SUPPLIES	VR 00240702-012	06/13/2024	-	12985530	164.36
01001	00144456502	CONCESSION - RESALE	VR 00240702-013	06/24/2024	-	12310765	197.00
CHECK TOTAL FOR CHECK NUMBER 221189 DATED 07/02/2024 WRITTEN TO 02592 AMERICAN BOTTLING COMPANYfor the amount of							361.36
01125	12555266413	PAYMENTS- OTHER ENTITIES	VR 00240702-014	06/12/2024	-	3RD INSTALLMENT	62000.00
CHECK TOTAL FOR CHECK NUMBER 221190 DATED 07/02/2024 WRITTEN TO 05578 ASBURY HEIGHTS LLC for the amount of							62000.00
01001	00144306503	MERCHANDISE - RESALE	VR 00240702-016	06/19/2024	-	795861	65.20
01001	00144456507	OPERATING SUPPLIES	VR 00240702-015	06/19/2024	-	795631	695.44
CHECK TOTAL FOR CHECK NUMBER 221191 DATED 07/02/2024 WRITTEN TO 05681 ATLANTIC BOTTLING COMPANYfor the amount of							760.64
01110	11022986331	VHCL MTCE SUPPLIES	VR 00240702-017	06/24/2024	-	248088	193.99
CHECK TOTAL FOR CHECK NUMBER 221192 DATED 07/02/2024 WRITTEN TO 05860 AUTOZONE INC for the amount of							193.99
01131	13122806507	OPERATING SUPPLIES	VR 00240702-018	06/23/2024	-	FAMOUS FOOTWEAR	90.94
CHECK TOTAL FOR CHECK NUMBER 221193 DATED 07/02/2024 WRITTEN TO 06950 BALL, DUKE for the amount of							90.94
01309	30977996499	CONTRACTUAL SERVICES	VR 00240702-019	06/25/2024	-	GREATER OTTUMWA PARK SO	71329.73

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CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
CHECK TOTAL FOR CHECK NUMBER 221194 DATED 07/02/2024 WRITTEN TO 08977						BI-STATE CONTRACTING INC. for the amount of	71329.73
01173	17344136520	LIBRARY MAT.-JAMES ESTATEVR	00240702-020	06/13/2024	-	133040	50.00
CHECK TOTAL FOR CHECK NUMBER 221195 DATED 07/02/2024 WRITTEN TO 09352						BLACKSTONE PUBLISHING for the amount of	50.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 00240702-021	06/13/2024	-	OTTCIT	90.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 00240702-022	06/13/2024	-	OTTCIT	102.82
01110	11022986331	VHCL MTCE SUPPLIES	VR 00240702-023	06/19/2024	-	OTTCIT	199.52
CHECK TOTAL FOR CHECK NUMBER 221196 DATED 07/02/2024 WRITTEN TO 09360						BLACK'S TIRE COMPANY LLC for the amount of	392.34
01670	67088406331	VHCL MTCE SUPPLIES	VR 00240702-024	06/06/2024	-	LANDFILL	1559.18
01670	67088406331	VHCL MTCE SUPPLIES	VR 00240702-025	06/21/2024	-	LANDFILL	2776.04
CHECK TOTAL FOR CHECK NUMBER 221197 DATED 07/02/2024 WRITTEN TO 10233						C & C MANUFACTURING, LLC for the amount of	4335.22
01673	67388436499	CONTRACTUAL SERVICES	VR 00240702-032	05/31/2024	-	0016053	585.00
01001	00111106372	SANITATION	VR 00240702-033	05/31/2024	-	0016054	90.00
01001	00111506372	SANITATION	VR 00240702-034	05/31/2024	-	0016054	90.00
01001	00144306372	SANITATION	VR 00240702-035	05/31/2024	-	0016054	90.00
01001	00166506372	SANITATION	VR 00240702-036	05/31/2024	-	0016054	90.00
01110	11022976372	SANITATION	VR 00240702-037	05/31/2024	-	0016054	90.00
01131	13122806372	SANITATION	VR 00240702-038	05/31/2024	-	0016054	90.00
01133	13344106372	SANITATION	VR 00240702-039	05/31/2024	-	0016054	90.00
01610	61088156372	SANITATION	VR 00240702-040	05/31/2024	-	0016054	90.00
01001	00144456372	SANITATION	VR 00240702-041	05/31/2024	-	0016054	100.00
01001	00144306372	SANITATION	VR 00240702-084	05/31/2024	-	0016054	963.00
01673	67388436415	RENTS & LEASES	VR 00240702-031	05/31/2024	-	0082600	50.00
01673	67388436498	MISC CONTRACT WORK	VR 00240702-026	05/07/2024	-	0082600	140.00
01673	67388436498	MISC CONTRACT WORK	VR 00240702-027	05/07/2024	-	0082600	140.00
01673	67388436372	SANITATION	VR 00240702-028	05/09/2024	-	0082600	125.00
01673	67388436372	SANITATION	VR 00240702-029	05/23/2024	-	0082600	125.00
01673	67388436498	MISC CONTRACT WORK	VR 00240702-030	05/24/2024	-	0082600	140.00
CHECK TOTAL FOR CHECK NUMBER 221198 DATED 07/02/2024 WRITTEN TO 11496						BRIDGE CITY SANITATION LL for the amount of	3088.00
01110	11022756480	TREE TRIMMING	VR 00240702-042	06/11/2024	-	CRESWELL ALLEY	800.00
01110	11022756480	TREE TRIMMING	VR 00240702-043	06/13/2024	-	ALLEY BEHIND FRANKS ST	500.00
01110	11022756480	TREE TRIMMING	VR 00240702-044	06/14/2024	-	1713 CASTLE ST	350.00
01001	00144306480	TREE TRIMMING	VR 00240702-045	06/17/2024	-	OTTUMWA PARK	250.00
01110	11022756480	TREE TRIMMING	VR 00240702-046	06/18/2024	-	311 MADISON	700.00
01110	11022756480	TREE TRIMMING	VR 00240702-047	06/20/2024	-	1713 CASTLE	300.00
01110	11022756480	TREE TRIMMING	VR 00240702-048	06/21/2024	-	211 CLEM ST	700.00
CHECK TOTAL FOR CHECK NUMBER 221199 DATED 07/02/2024 WRITTEN TO 12500						BUB'S TREE CARE for the amount of	3600.00
01135	13544506497	REIMBURSEMENT	VR 00240702-049	06/14/2024	-	6-3-24 THRU 6-14-24	21.44

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CHECK TOTAL FOR CHECK NUMBER 221200 DATED 07/02/2024 WRITTEN TO 13642 SAMANTHA CAIN for the amount of							21.44
01670	67088406531	STREET MAINT SUPPLIES	VR 00240702-050	06/04/2024	-	WAPELLO LANDFILL	2082.75
01670	67088406531	STREET MAINT SUPPLIES	VR 00240702-051	06/06/2024	-	WAPELLO LANDFILL	1091.67
01110	11022106531	STREET MAINT SUPPLIES	VR 00240702-052	06/17/2024	-	STREET DEPT	1220.95
01110	11022106531	STREET MAINT SUPPLIES	VR 00240702-053	06/18/2024	-	STREET DEPT	533.03
01670	67088406531	STREET MAINT SUPPLIES	VR 00240702-054	06/20/2024	-	WAPELLO LANDFILL	3347.05
CHECK TOTAL FOR CHECK NUMBER 221201 DATED 07/02/2024 WRITTEN TO 14239 CANTERA AGGREGATES LLC for the amount of							8275.45
01001	00144306506	OFFICE SUPPLIES	VR 00240702-069	06/12/2024	-	632829	173.81
01001	00111506507	OPERATING SUPPLIES	VR 00240702-055	05/21/2024	-	632829	11.52
01673	67388436506	OFFICE SUPPLIES	VR 00240702-068	06/12/2024	-	632829	61.63
01001	00144306507	OPERATING SUPPLIES	VR 00240702-058	05/22/2024	-	632829	24.94
01131	13122806506	OFFICE SUPPLIES	VR 00240702-059	05/20/2024	-	632829	82.87
01001	00144456320	GROUNDS MAINT & REPAIR	VR 00240702-056	05/22/2024	-	632829	5.37
01001	00144456507	OPERATING SUPPLIES	VR 00240702-057	05/22/2024	-	632829	42.68
01673	67388436506	OFFICE SUPPLIES	VR 00240702-063	06/05/2024	-	632829	222.20
01001	00144456507	OPERATING SUPPLIES	VR 00240702-071	06/18/2024	-	632829	41.80
01610	61088156512	LAB SUPPLIES	VR 00240702-060	05/29/2024	-	632829	45.91
01610	61088156507	OPERATING SUPPLIES	VR 00240702-061	05/29/2024	-	632829	99.77
01001	00144456513	CONCESSION SUPPLIES	VR 00240702-062	05/30/2024	-	632829	65.97
01001	00111506507	OPERATING SUPPLIES	VR 00240702-067	06/10/2024	-	632829	95.48
01001	00122606506	OFFICE SUPPLIES	VR 00240702-064	06/06/2024	-	632829	159.34
01001	00144456507	OPERATING SUPPLIES	VR 00240702-066	06/10/2024	-	632829	64.89
01173	17344136501	LIBRARY MATERIALS	VR 00240702-072	06/05/2024	-	627921	1.25
01133	13344106507	OPERATING SUPPLIES	VR 00240702-073	06/05/2024	-	627921	48.65
01173	17344136520	LIBRARY MAT.-JAMES ESTATE	VR 00240702-074	06/05/2024	-	627921	26.92
01110	11022976507	OPERATING SUPPLIES	VR 00240702-070	06/12/2024	-	632829	198.29
01001	00144456507	OPERATING SUPPLIES	VR 00240702-065	06/06/2024	-	632829	56.98
CHECK TOTAL FOR CHECK NUMBER 221203 DATED 07/02/2024 WRITTEN TO 14317 CAPITAL ONE for the amount of							1530.27
01001	00144306496	REFUNDS	VR 00240702-075	06/17/2024	-	NOT ARRIVING YET	60.00
CHECK TOTAL FOR CHECK NUMBER 221204 DATED 07/02/2024 WRITTEN TO 16411 JIM & ANDREA CHAMBERS for the amount of							60.00
01610	61088156230	TRAINING	VR 00240702-076	06/04/2024	-	LODGING	279.44
CHECK TOTAL FOR CHECK NUMBER 221205 DATED 07/02/2024 WRITTEN TO 18936 BRANDON COFFMAN for the amount of							279.44
01673	67388436532	SUSTENANCE SUPPLIES	VR 00240702-077	06/25/2024	-	BOMGAARS	180.00
CHECK TOTAL FOR CHECK NUMBER 221206 DATED 07/02/2024 WRITTEN TO 21421 TRAVIS COURTNEY for the amount of							180.00
01151	15133426499	CONTRACTUAL SERVICES	VR 00240702-078	06/19/2024	-	606 SPRING ST 6-18-24	1200.00
01151	15133426499	CONTRACTUAL SERVICES	VR 00240702-079	06/19/2024	-	538 SUMMIT ST 6-18-24	1200.00
01151	15133426499	CONTRACTUAL SERVICES	VR 00240702-080	06/19/2024	-	932 W THIRD ST 6-18-24	1200.00
01151	15133426499	CONTRACTUAL SERVICES	VR 00240702-081	06/19/2024	-	2721 BRANHAM AVE 6-19-2	1200.00

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CHECK TOTAL FOR CHECK NUMBER 221207 DATED 07/02/2024 WRITTEN TO 22479 D P PLUMBING PLUS for the amount of							4800.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 00240702-082	06/05/2024	-	C010448	444.22
CHECK TOTAL FOR CHECK NUMBER 221208 DATED 07/02/2024 WRITTEN TO 24840 DIAMOND MOWERS INC for the amount of							444.22
01301	30177536499	CONTRACTUAL SERVICES	VR 00240702-083	06/21/2024	-	MILNER ST-PORTAFIELD TO	151538.72
CHECK TOTAL FOR CHECK NUMBER 221209 DATED 07/02/2024 WRITTEN TO 25394 DRISH CONSTRUCTION, INC. for the amount of							151538.72
01133	13344106499	CONTRACTUAL SERVICES	VR 24070201-001	05/14/2024	-	CG20489-75	4858.00
CHECK TOTAL FOR CHECK NUMBER 221210 DATED 07/02/2024 WRITTEN TO 26580A EBSCO INFORMATION SERVICE for the amount of							4858.00
01131	13122806310	BLDG MAINT & REPAIR	VR 24070201-003	06/17/2024	-	210048	877.90
01131	13122806310	BLDG MAINT & REPAIR	VR 24070201-002	06/12/2024	-	210048	1723.52
01110	11022306531	STREET MAINT SUPPLIES	VR 24070201-004	06/17/2024	-	210048	101.72
01110	11022306531	STREET MAINT SUPPLIES	VR 24070201-005	06/18/2024	-	210048	4.47
01110	11022426531	STREET MAINT SUPPLIES	VR 24070201-006	06/18/2024	-	210048	643.91
CHECK TOTAL FOR CHECK NUMBER 221211 DATED 07/02/2024 WRITTEN TO 27010 CONSOLIDATED ELECTRICAL for the amount of							3351.52
01610	61088156230	TRAINING	VR 24070201-007	06/06/2024	-	LODGING	247.64
CHECK TOTAL FOR CHECK NUMBER 221212 DATED 07/02/2024 WRITTEN TO 28805 TROY FADIGA for the amount of							247.64
01610	61088156507	OPERATING SUPPLIES	VR 24070201-008	06/13/2024	-	IAOTT0059	165.12
01610	61088156504	TOOLS & SMALL EQUIP	VR 24070201-009	06/19/2024	-	IAOTT0059	31.56
CHECK TOTAL FOR CHECK NUMBER 221213 DATED 07/02/2024 WRITTEN TO 29300 FASTENAL COMPANY for the amount of							196.68
01174	17444426799	CAPITAL IMPROVEMENTS	VR 24070201-010	06/26/2024	-	DOWNTOWN AREA REVITALIZ	7383.00
CHECK TOTAL FOR CHECK NUMBER 221214 DATED 07/02/2024 WRITTEN TO 31318 DEANNA FREDERICK for the amount of							7383.00
01673	67388436429	HAZARDOUS WASTE DISPOSAL	VR 24070201-011	06/18/2024	-	2802	188.00
CHECK TOTAL FOR CHECK NUMBER 221215 DATED 07/02/2024 WRITTEN TO 31459 GRP & ASSOCIATES for the amount of							188.00
01610	61088156499	CONTRACTUAL SERVICES	VR 24070201-012	06/04/2024	-	WPCF PRIMARY CLARIFIER	3761.18
CHECK TOTAL FOR CHECK NUMBER 221216 DATED 07/02/2024 WRITTEN TO 34332 HDR ENGINEERING, INC. for the amount of							3761.18
01110	11022986331	VHCL MTCE SUPPLIES	VR 24070201-013	06/10/2024	-	01850	353.16
CHECK TOTAL FOR CHECK NUMBER 221217 DATED 07/02/2024 WRITTEN TO 34659 HAINES AUTO SUPPLY, INC. for the amount of							353.16
01151	15133426499	CONTRACTUAL SERVICES	VR 24070201-014	06/26/2024	-	538 SUMMIT ST	440.00
01151	15133426499	CONTRACTUAL SERVICES	VR 24070201-015	06/26/2024	-	606 SPRING ST	412.50
01151	15133426499	CONTRACTUAL SERVICES	VR 24070201-016	06/26/2024	-	2721 BRANHAM AVE	550.00

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01151	15133426499	CONTRACTUAL SERVICES	VR 24070201-017	06/26/2024	-	932 W 3RD ST	550.00
CHECK TOTAL FOR CHECK NUMBER 221218 DATED 07/02/2024 WRITTEN TO 36074 HAWKEYE ENVIRONMENTAL for the amount of							1952.50
01001	00111506320	GROUNDS MAINT & REPAIR	VR 24070201-018	06/21/2024	-	FIRE DEPT	81.00
CHECK TOTAL FOR CHECK NUMBER 221219 DATED 07/02/2024 WRITTEN TO 37350 HERRMANN'S LAWN CARE for the amount of							81.00
01673	67388436532	SUSTENANCE SUPPLIES	VR 24070201-019	06/23/2024	-	WALMART	180.00
CHECK TOTAL FOR CHECK NUMBER 221220 DATED 07/02/2024 WRITTEN TO 37640 JEFFREY HOFFMAN for the amount of							180.00
01001	00111506507	OPERATING SUPPLIES	VR 24070201-022	06/05/2024	-	135129	27.45
01175	17511176507	OPERATING SUPPLIES	VR 24070201-021	04/01/2024	-	272546	61.20
CHECK TOTAL FOR CHECK NUMBER 221221 DATED 07/02/2024 WRITTEN TO 39438 HY-VEE ACCOUNTS RECEIVABLE for the amount of							88.65
01130	13011246163	IMWCA 411 TPA FEES	VR 24070201-023	06/12/2024	-	OTTPA001	86.00
01130	13011246164	POLICE W/C 411 CLAIMS	VR 24070201-024	06/12/2024	-	OTTPA001	827.92
01130	13011546165	FIRE W/C 411 CLAIMS	VR 24070201-025	06/12/2024	-	OTTPA001	16270.71
CHECK TOTAL FOR CHECK NUMBER 221222 DATED 07/02/2024 WRITTEN TO 41505A IMWCA for the amount of							17184.63
01610	61088176531	STREET MAINT SUPPLIES	VR 24070201-026	06/08/2024	-	00006665	351.75
CHECK TOTAL FOR CHECK NUMBER 221223 DATED 07/02/2024 WRITTEN TO 41600 IDEAL READY MIX for the amount of							351.75
01131	13122806310	BLDG MAINT & REPAIR	VR 24070201-027	06/17/2024	-	OTTUMWA AIRPORT	42.00
01670	67088406310	BUILDING MAINT REPAIR	VR 24070201-028	06/21/2024	-	OTTUMWA LANDFILL	30.00
01673	67388436498	MISC CONTRACT WORK	VR 24070201-029	06/21/2024	-	OTTUMWA LANDFILL	43.00
CHECK TOTAL FOR CHECK NUMBER 221224 DATED 07/02/2024 WRITTEN TO 41920A INDUSTRIAL CHEMICAL for the amount of							115.00
01001	00166506423	PHOTOCOPIES	VR 24070201-030	06/12/2024	-	3-10-24 THRU 4-9-24	144.34
01001	00122606423	PHOTOCOPIES	VR 24070201-031	06/12/2024	-	3-10-24 THRU 4-9-24	112.10
01110	11022976506	OFFICE SUPPLIES	VR 24070201-032	06/12/2024	-	3-10-24 THRU 4-9-24	61.01
01673	67388436498	MISC CONTRACT WORK	VR 24070201-033	06/12/2024	-	3-10-24 THRU 4-9-24	24.18
01610	61088156423	PHOTOCOPIES	VR 24070201-034	06/12/2024	-	3-10-24 THRU 4-9-24	64.80
01001	00133406423	PHOTOCOPIES	VR 24070201-035	06/12/2024	-	3-10-24 THRU 4-9-24	69.33
01001	00155406423	PHOTOCOPIES	VR 24070201-036	06/12/2024	-	3-10-24 THRU 4-9-24	149.19
01001	00166506423	PHOTOCOPIES	VR 24070201-037	06/12/2024	-	4-10-24 THRU 5-9-24	144.34
01001	00122606423	PHOTOCOPIES	VR 24070201-038	06/12/2024	-	4-10-24 THRU 5-9-24	112.10
01110	11022976506	OFFICE SUPPLIES	VR 24070201-039	06/12/2024	-	4-10-24 THRU 5-9-24	61.01
01673	67388436498	MISC CONTRACT WORK	VR 24070201-040	06/12/2024	-	4-10-24 THRU 5-9-24	24.18
01610	61088156423	PHOTOCOPIES	VR 24070201-041	06/12/2024	-	4-10-24 THRU 5-9-24	64.80
01001	00133406423	PHOTOCOPIES	VR 24070201-042	06/12/2024	-	4-10-24 THRU 5-9-24	69.33
01001	00155406423	PHOTOCOPIES	VR 24070201-043	06/12/2024	-	4-10-24 THRU 5-9-24	149.19
01001	00166506423	PHOTOCOPIES	VR 24070201-044	06/12/2024	-	5-10-24 THRU 6-9-24	268.76
01001	00122606423	PHOTOCOPIES	VR 24070201-045	06/12/2024	-	5-10-24 THRU 6-9-24	112.10
01110	11022976506	OFFICE SUPPLIES	VR 24070201-046	06/12/2024	-	5-10-24 THRU 6-9-24	92.69
01673	67388436498	MISC CONTRACT WORK	VR 24070201-047	06/12/2024	-	5-10-24 THRU 6-9-24	65.98

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01610	61088156423	PHOTOCOPIES	VR 24070201-048	06/12/2024	-	5-10-24 THRU 6-9-24	88.73
01001	00155406423	PHOTOCOPIES	VR 24070201-049	06/12/2024	-	5-10-24 THRU 6-9-24	167.33
01001	00133406423	PHOTOCOPIES	VR 24070201-050	06/12/2024	-	5-10-24 THRU 6-9-24	69.32
01001	00166506423	PHOTOCOPIES	VR 24070201-051	06/12/2024	-	6-10-24 THRU 7-9-24	144.34
01001	00122606423	PHOTOCOPIES	VR 24070201-052	06/12/2024	-	6-10-24 THRU 7-9-24	112.10
01110	11022976506	OFFICE SUPPLIES	VR 24070201-053	06/12/2024	-	6-10-24 THRU 7-9-24	61.01
01673	67388436498	MISC CONTRACT WORK	VR 24070201-054	06/12/2024	-	6-10-24 THRU 7-9-24	24.18
01610	61088156423	PHOTOCOPIES	VR 24070201-055	06/12/2024	-	6-10-24 THRU 7-9-24	64.80
01001	00133406423	PHOTOCOPIES	VR 24070201-056	06/12/2024	-	6-10-24 THRU 7-9-24	69.33
01001	00155406423	PHOTOCOPIES	VR 24070201-057	06/12/2024	-	6-10-24 THRU 7-9-24	149.19
01133	13344106499	CONTRACTUAL SERVICES	VR 24070201-058	06/17/2024	-	100-1534849-000	1020.48
CHECK TOTAL FOR CHECK NUMBER 221226 DATED 07/02/2024 WRITTEN TO 42090 INFOMAX OFF SYSTEMS INC for the amount of							3760.24
01001	00166506507	OPERATING SUPPLIES	VR 24070201-059	06/04/2024	-	106844	85.28
CHECK TOTAL FOR CHECK NUMBER 221227 DATED 07/02/2024 WRITTEN TO 42091 INFOMAX for the amount of							85.28
01173	17344136520	LIBRARY MAT.-JAMES ESTATE	VR 24070201-060	06/11/2024	-	20U2012	116.30
01173	17344136520	LIBRARY MAT.-JAMES ESTATE	VR 24070201-061	06/13/2024	-	20U2012	116.83
01173	17344136520	LIBRARY MAT.-JAMES ESTATE	VR 24070201-062	06/16/2024	-	20U2012	23.94
01173	17344136520	LIBRARY MAT.-JAMES ESTATE	VR 24070201-063	06/18/2024	-	20U2012	483.00
01173	17344136501	LIBRARY MATERIALS	VR 24070201-064	06/18/2024	-	20U2012	60.25
01173	17344136520	LIBRARY MAT.-JAMES ESTATE	VR 24070201-065	06/21/2024	-	20U2012	213.46
01173	17344136520	LIBRARY MAT.-JAMES ESTATE	VR 24070201-066	06/21/2024	-	20U2012	61.60
CHECK TOTAL FOR CHECK NUMBER 221228 DATED 07/02/2024 WRITTEN TO 42160 INGRAM LIBRARY SERVICES for the amount of							1075.38
01610	61088156406	INSURANCE CLAIMS	VR 24070201-067	06/18/2024	-	4A2403P1LTP-0001 3-22-2	2827.83
CHECK TOTAL FOR CHECK NUMBER 221229 DATED 07/02/2024 WRITTEN TO 43465 IOWA COMMUNITIES ASSURANCE for the amount of							2827.83
01610	61088246424	PERMITS	VR 24070201-068	06/07/2024	-	MUNI SEPARATE STORM SEW	1250.00
CHECK TOTAL FOR CHECK NUMBER 221230 DATED 07/02/2024 WRITTEN TO 43514 IOWA DEPT NATURAL RESOURCES for the amount of							1250.00
01001	00166106210	DUES & MEMBERSHIPS	VR 24070201-069	06/15/2024	-	7-1-24 THRU 6-30-25	10207.00
CHECK TOTAL FOR CHECK NUMBER 221231 DATED 07/02/2024 WRITTEN TO 43902 IOWA LEAGUE OF CITIES for the amount of							10207.00
01301	30177346499	CONTRACTUAL SERVICES	VR 24070201-070	05/29/2024	-	MARY ST RECONSTRUCTION	28581.75
CHECK TOTAL FOR CHECK NUMBER 221232 DATED 07/02/2024 WRITTEN TO 45044 JEO CONSULTING GROUP, INC for the amount of							28581.75
01001	00133416499	CONTRACTUAL SERVICES	VR 24070201-072	06/15/2024	-	6-13-24 THRU 6-15-24	3091.60
01001	00133416499	CONTRACTUAL SERVICES	VR 24070201-073	06/15/2024	-	6-13-24	1430.00
01001	00133406470	WEED MOWING	VR 24070201-074	06/15/2024	-	6-13-24	390.00
01001	00133416499	CONTRACTUAL SERVICES	VR 24070201-076	06/22/2024	-	6-20-24 THRU 6-21-24	2161.00
01001	00133416499	CONTRACTUAL SERVICES	VR 24070201-077	06/22/2024	-	6-21-24	975.00
01001	00133406470	WEED MOWING	VR 24070201-078	06/22/2024	-	6-21-24	130.00
01001	00133406470	WEED MOWING	VR 24070201-079	06/22/2024	-	6-12-24 THRU 19-24	910.00

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CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
01001	00133406470	WEED MOWING	VR 24070201-075	06/21/2024	-	6-17-24 THRU 6-21-24	4305.00
01001	00133406470	WEED MOWING	VR 24070201-071	06/14/2024	-	6-10-24 THRU 6-14-24	4920.00
CHECK TOTAL FOR CHECK NUMBER 221233 DATED 07/02/2024 WRITTEN TO 45057 J & J MOWING for the amount of							18312.60
01001	00166106499	CONTRACTUAL SERVICES	VR 24070201-080	06/18/2024	-	7-25-24	10000.00
CHECK TOTAL FOR CHECK NUMBER 221234 DATED 07/02/2024 WRITTEN TO 45075 J & M DISPLAYS INC for the amount of							10000.00
01301	30177546499	CONTRACTUAL SERVICES	VR 24070201-082	06/26/2024	-	ELM ST RECONSTRUCTION	135159.26
CHECK TOTAL FOR CHECK NUMBER 221235 DATED 07/02/2024 WRITTEN TO 46694 JONES CONTRACTING CORP for the amount of							135159.26
01001	00144306496	REFUNDS	VR 24070201-081	05/08/2024	-	SWITCH TO DIFFERENT SHE	35.00
CHECK TOTAL FOR CHECK NUMBER 221236 DATED 07/02/2024 WRITTEN TO 49037 CRYSTAL KIRBY for the amount of							35.00
01001	00144456502	CONCESSION - RESALE	VR 24070201-083	06/19/2024	-	89299	4312.95
CHECK TOTAL FOR CHECK NUMBER 221237 DATED 07/02/2024 WRITTEN TO 49687 KOHL WHOLESALE for the amount of							4312.95
01110	11022976532	SUSTENANCE SUPPLIES	VR 24070201-084	06/14/2024	-	KEEN	78.36
CHECK TOTAL FOR CHECK NUMBER 221238 DATED 07/02/2024 WRITTEN TO 49798 JEFF KROPF for the amount of							78.36
01001	00111506350	EQUIP REPAIR	VR 24070202-001	06/18/2024	-	OTTUM004	72.00
CHECK TOTAL FOR CHECK NUMBER 221239 DATED 07/02/2024 WRITTEN TO 53691 MACQUEEN EQUIPMENT for the amount of							72.00
01610	61088176531	STREET MAINT SUPPLIES	VR 24070202-002	06/10/2024	-	77041	285.95
01610	61088176531	STREET MAINT SUPPLIES	VR 24070202-003	06/11/2024	-	77041	921.78
01110	11022106531	STREET MAINT SUPPLIES	VR 24070202-004	06/12/2024	-	77041	2547.35
01110	11022106531	STREET MAINT SUPPLIES	VR 24070202-005	06/13/2024	-	77041	2015.48
01610	61088176531	STREET MAINT SUPPLIES	VR 24070202-006	06/14/2024	-	77041	592.86
01110	11022106531	STREET MAINT SUPPLIES	VR 24070202-007	06/14/2024	-	77041	832.80
01610	61088176531	STREET MAINT SUPPLIES	VR 24070202-008	06/18/2024	-	77041	544.88
01110	11022106531	STREET MAINT SUPPLIES	VR 24070202-009	06/19/2024	-	77041	2831.27
01610	61088176531	STREET MAINT SUPPLIES	VR 24070202-010	06/21/2024	-	77041	1823.53
CHECK TOTAL FOR CHECK NUMBER 221240 DATED 07/02/2024 WRITTEN TO 54390 MANATT'S INC for the amount of							12395.90
01110	11022986331	VHCL MTCE SUPPLIES	VR 24070202-011	06/13/2024	-	OTTUMWA AIRPORT	40.00
CHECK TOTAL FOR CHECK NUMBER 221241 DATED 07/02/2024 WRITTEN TO 59753 MIKES TIRE AND for the amount of							40.00
01110	11022106532	SUSTENANCE SUPPLIES	VR 24070202-012	05/30/2024	-	BOMGAARS	56.18
CHECK TOTAL FOR CHECK NUMBER 221242 DATED 07/02/2024 WRITTEN TO 60001 COLTON MILLARD for the amount of							56.18
01001	00144456507	OPERATING SUPPLIES	VR 24070202-013	06/18/2024	-	BEACH	6.00
01001	00144306507	OPERATING SUPPLIES	VR 24070202-014	06/18/2024	-	PARK DEPT	105.00

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01135	13544506507	OPERATING SUPPLIES	VR 24070202-015	06/18/2024	-	CEMETERY	65.00
CHECK TOTAL FOR CHECK NUMBER 221243 DATED 07/02/2024 WRITTEN TO 60780 MOBILE LOCKSMITH & ALARM, for the amount of							176.00
01610	61088156507	OPERATING SUPPLIES	VR 24070202-017	06/13/2024	-	10-OTTUMW	877.00
01610	61088176331	VHCL MTCE SUPPLIES	VR 24070202-016	06/13/2024	-	OTTAWAPW	906.91
CHECK TOTAL FOR CHECK NUMBER 221244 DATED 07/02/2024 WRITTEN TO 62580 MUNICIPAL PIPE TOOL CO LLfor the amount of							1783.91
01110	11022986331	VHCL MTCE SUPPLIES	VR 24070202-018	06/18/2024	-	14000284	284.81
CHECK TOTAL FOR CHECK NUMBER 221245 DATED 07/02/2024 WRITTEN TO 62840 MURPHY TRACTOR & EQUIPMNTfor the amount of							284.81
01001	00144306496	REFUNDS	VR 24070202-019	06/17/2024	-	WATER ISSUES WITH CAMPE	140.00
CHECK TOTAL FOR CHECK NUMBER 221246 DATED 07/02/2024 WRITTEN TO 64996 BRIAN & CHRISTY NEWCOMB for the amount of							140.00
01110	11022976415	RENTS & LEASES	VR 24070202-020	06/03/2024	-	101878	1538.55
CHECK TOTAL FOR CHECK NUMBER 221247 DATED 07/02/2024 WRITTEN TO 65802 NORFOLK SOUTHERN RAILWAY for the amount of							1538.55
01610	61088156507	OPERATING SUPPLIES	VR 24070202-021	06/12/2024	-	5755055-999	210.95
CHECK TOTAL FOR CHECK NUMBER 221248 DATED 07/02/2024 WRITTEN TO 65985 NORSOLV SYSTEMS ENVIRONM for the amount of							210.95
01110	11022106531	STREET MAINT SUPPLIES	VR 24070202-022	06/08/2024	-	OTTUMSTR	6187.35
01110	11022106531	STREET MAINT SUPPLIES	VR 24070202-023	06/15/2024	-	OTTUMSTR	3257.65
CHECK TOTAL FOR CHECK NUMBER 221249 DATED 07/02/2024 WRITTEN TO 66001 NORRIS ASPHALT PAVING INCfor the amount of							9445.00
01001	00144306320	GROUNDS MAINT & REPAIR	VR 24070202-024	06/11/2024	-	OTTUMSTR	251.61
CHECK TOTAL FOR CHECK NUMBER 221250 DATED 07/02/2024 WRITTEN TO 66514 NUTRIEN AG SOLUTIONS for the amount of							251.61
01001	00122906414	PRINTING	VR 24070202-025	03/07/2024	-	INSERTS TRASH & RECYCLI	42.92
CHECK TOTAL FOR CHECK NUMBER 221251 DATED 07/02/2024 WRITTEN TO 69040 OTTUMWA WATER AND HYDRO for the amount of							42.92
01001	00111106409	JANITORIAL	VR 24070202-026	06/03/2024	-	JUNE 2024	1650.00
CHECK TOTAL FOR CHECK NUMBER 221252 DATED 07/02/2024 WRITTEN TO 69688 DIXIE L PARKER for the amount of							1650.00
01670	67088416499	CONTRACTUAL SERVICES	VR 24070202-027	06/22/2024	-	LANDFILL	15000.00
01670	67088406507	OPERATING SUPPLIES	VR 24070202-028	06/26/2024	-	LANDFILL	300.00
CHECK TOTAL FOR CHECK NUMBER 221253 DATED 07/02/2024 WRITTEN TO 70009 PARKER TREE SERVICE for the amount of							15300.00
01001	00111106508	POSTAGE & SHIPPING	VR 24070202-029	06/10/2024	-	8000-9090-1107-0492	401.00

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CHECK TOTAL FOR CHECK NUMBER 221254 DATED 07/02/2024 WRITTEN TO 72230 PITNEY BOWES BANK INC for the amount of							401.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24070202-030	05/20/2024	-	14000284	158.39
01110	11022986331	VHCL MTCE SUPPLIES	VR 24070202-031	06/05/2024	-	14000284	244.80
CHECK TOTAL FOR CHECK NUMBER 221255 DATED 07/02/2024 WRITTEN TO 73290 POWERPLAN for the amount of							403.19
01001	00166206230	TRAINING	VR 24070202-032	06/19/2024	-	MEALS	25.12
01001	00166206230	TRAINING	VR 24070202-033	06/19/2024	-	MILEAGE	152.76
CHECK TOTAL FOR CHECK NUMBER 221256 DATED 07/02/2024 WRITTEN TO 76296 CHRISTINA REINHARD for the amount of							177.88
01151	15155606413	PAYMENT TO OTHER ENTITIES	VR 24070202-034	06/19/2024	-	DOWNTOWN AREA REVITALIZ	8875.00
CHECK TOTAL FOR CHECK NUMBER 221257 DATED 07/02/2024 WRITTEN TO 77204 RIPPLING WATERS for the amount of							8875.00
01670	67088406331	VHCL MTCE SUPPLIES	VR 24070202-035	06/13/2024	-	COO	109.95
CHECK TOTAL FOR CHECK NUMBER 221258 DATED 07/02/2024 WRITTEN TO 78279 S & L ALL SEASON for the amount of							109.95
01670	67088406407	ENGINEERING	VR 24070202-036	05/31/2024	-	PROJECT 27223158.24	348.50
01670	67088406407	ENGINEERING	VR 24070202-037	05/31/2024	-	PROJECT 07224143.00	1356.00
01670	67088406407	ENGINEERING	VR 24070202-038	05/31/2024	-	PROJECT 27224160.00	450.00
CHECK TOTAL FOR CHECK NUMBER 221259 DATED 07/02/2024 WRITTEN TO 78293 SCS ENGINEERS for the amount of							2154.50
01301	30177436407	ENGINEERING	VR 24070202-039	06/14/2024	-	QUINCY ROUNDABOUT	31206.79
CHECK TOTAL FOR CHECK NUMBER 221260 DATED 07/02/2024 WRITTEN TO 81376 SHIVE-HATTERY, INC for the amount of							31206.79
01610	61088176532	SUSTENANCE SUPPLIES	VR 24070202-040	06/18/2024	-	MENARDS	25.40
CHECK TOTAL FOR CHECK NUMBER 221261 DATED 07/02/2024 WRITTEN TO 81429 AARON SHORT for the amount of							25.40
01110	11022106532	SUSTENANCE SUPPLIES	VR 24070202-041	06/15/2024	-	CITY GARAGE	420.00
CHECK TOTAL FOR CHECK NUMBER 221262 DATED 07/02/2024 WRITTEN TO 83145 SNYDER WATER for the amount of							420.00
01173	17344136540	PROGRAM SUPPLIES	VR 24070202-042	06/09/2024	-	6-27-24	331.28
CHECK TOTAL FOR CHECK NUMBER 221263 DATED 07/02/2024 WRITTEN TO 83151 SOAR for the amount of							331.28
01176	17655406498	REIMBURSEMENT	VR 24070202-043	06/17/2024	-	BLESSING SOUP KITCHEN	1155.74
CHECK TOTAL FOR CHECK NUMBER 221264 DATED 07/02/2024 WRITTEN TO 85227 STARR WORKFORCE DEV. for the amount of							1155.74
01131	13122806532	SUSTENANCE SUPPLIES	VR 24070202-044	06/10/2024	-	AIRPORT	70.44

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CHECK TOTAL FOR CHECK NUMBER 221265 DATED 07/02/2024 WRITTEN TO 86196 THE STITCH DOCTOR for the amount of							70.44
01673	67388436490	OTHER PROF SERV	VR 24070202-045	06/10/2024	-	03-0077	1814.01
01610	61088176410	CONTRACT EMPLOYEES	VR 24070202-046	06/17/2024	-	03-0077	835.76
01001	00144306410	CONTRACT EMPLOYEES	VR 24070202-047	06/17/2024	-	03-0077	1932.00
01110	11022106410	CONTRACT EMPLOYEES	VR 24070202-048	06/17/2024	-	03-0077	1545.60
01001	00144306410	CONTRACT EMPLOYEES	VR 24070202-049	06/17/2024	-	03-0077	2573.70
01110	11022406410	CONTRACT EMPLOYEES	VR 24070202-050	06/17/2024	-	03-0077	1435.20
01670	67088406490	OTHER PROF SERV	VR 24070202-051	06/17/2024	-	03-0077	1339.64
01673	67388436490	OTHER PROF SERV	VR 24070202-052	06/17/2024	-	03-0077	1798.85
01135	13544506410	CONTRACT EMPLOYEES	VR 24070202-053	06/17/2024	-	03-0032	2991.84
CHECK TOTAL FOR CHECK NUMBER 221266 DATED 07/02/2024 WRITTEN TO 86970 SUPREME STAFFING INC for the amount of							16266.60
01001	00144306496	REFUNDS	VR 24070202-054	06/24/2024	-	DAMAGE DEPOSIT	100.00
CHECK TOTAL FOR CHECK NUMBER 221267 DATED 07/02/2024 WRITTEN TO 87468 KEVIN SYLVESTER for the amount of							100.00
01001	00144306496	REFUNDS	VR 24070203-001	06/24/2024	-	DAMAGE DEPOSIT	50.00
CHECK TOTAL FOR CHECK NUMBER 221268 DATED 07/02/2024 WRITTEN TO 87994 CYRUS TEAGUE for the amount of							50.00
01670	67088406499	CONTRACTUAL SERVICES	VR 24070203-002	06/11/2024	-	LANDFILL	1200.00
CHECK TOTAL FOR CHECK NUMBER 221269 DATED 07/02/2024 WRITTEN TO 89072 TORRES CONSTRUCTION for the amount of							1200.00
01133	13344106499	CONTRACTUAL SERVICES	VR 24070203-003	06/17/2024	-	7-1-24 THRU 6-30-25	720.00
CHECK TOTAL FOR CHECK NUMBER 221270 DATED 07/02/2024 WRITTEN TO 89302 TRANSPARENT LANGUAGE INC for the amount of							720.00
01151	15133426499	CONTRACTUAL SERVICES	VR 24070203-004	06/12/2024	-	851 S DAVIS	175.00
01151	15133426499	CONTRACTUAL SERVICES	VR 24070203-005	06/12/2024	-	1119 MONROE	175.00
01151	15133426499	CONTRACTUAL SERVICES	VR 24070203-006	06/24/2024	-	113 N DAVIS	175.00
CHECK TOTAL FOR CHECK NUMBER 221271 DATED 07/02/2024 WRITTEN TO 89855 TRUITT ABSTRACT COMPANY for the amount of							525.00
01610	61088156507	OPERATING SUPPLIES	VR 24070203-007	05/30/2024	-	4222	177.55
CHECK TOTAL FOR CHECK NUMBER 221272 DATED 07/02/2024 WRITTEN TO 92555 THE VAN METER COMPANY for the amount of							177.55
01610	61088176532	SUSTENANCE SUPPLIES	VR 24070203-008	06/20/2024	-	THOROGOOD	180.00
CHECK TOTAL FOR CHECK NUMBER 221273 DATED 07/02/2024 WRITTEN TO 92621 DAKOTA VAUGHN for the amount of							180.00
01610	61088156507	OPERATING SUPPLIES	VR 24070203-011	06/20/2024	-	510618	6677.43
01315	31577726499	CONTRACTUAL	VR 24070203-009	06/21/2024	-	BLAKE'S BRANCH PHASE 8	13323.00
01315	31577726499	CONTRACTUAL	VR 24070203-010	06/21/2024	-	BLAKE'S BRANCH PHASE 8	22383.42

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CHECK TOTAL FOR CHECK NUMBER 221274 DATED 07/02/2024 WRITTEN TO 92648 VEENSTRA & KIMM INC for the amount of							42383.85
01001	00144306496	REFUNDS	VR 24070203-012	06/21/2024	-	DAMAGE DEPOSIT	100.00
CHECK TOTAL FOR CHECK NUMBER 221275 DATED 07/02/2024 WRITTEN TO 95136 JUANITA WARE for the amount of							100.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24070203-013	05/10/2024	-	PARKS	171.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24070203-014	06/05/2024	-	# 161	20.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24070203-017	06/14/2024	-	STREETS	20.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24070203-015	06/18/2024	-	STREETS	20.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24070203-016	06/20/2024	-	PARKS	65.00
01610	61088156331	VHCL MTCE SUPPLIES	VR 24070203-018	06/24/2024	-	WPCF	20.00
CHECK TOTAL FOR CHECK NUMBER 221276 DATED 07/02/2024 WRITTEN TO 95368 WAYNE'S TIRE for the amount of							316.00
01131	13122806507	OPERATING SUPPLIES	VR 24070203-019	06/28/2024	-	THE STITCH DOCTOR	159.44
CHECK TOTAL FOR CHECK NUMBER 221277 DATED 07/02/2024 WRITTEN TO 96525 JAY WHEATON for the amount of							159.44
01001	00144306496	REFUNDS	VR 24070203-020	06/17/2024	-	DOUBLED BOOKED SHELTE	35.00
CHECK TOTAL FOR CHECK NUMBER 221278 DATED 07/02/2024 WRITTEN TO 97029 JACOB WILSON for the amount of							35.00
01135	13544506507	OPERATING SUPPLIES	VR 24070203-021	04/02/2024	-	FIRE EXTINGUISHER SERVI	50.00
01001	00111506320	GROUNDS MAINT & REPAIR	VR 24070203-022	06/12/2024	-	OTTF	570.00
CHECK TOTAL FOR CHECK NUMBER 221279 DATED 07/02/2024 WRITTEN TO 97320 WINGER COMPANIES for the amount of							620.00
01 Bank Code TOTALS for 00094 Checks to 00094 Vendors for the amount of							764991.61
REPORT TOTALS for 00094 Checks to 00094 Vendors for the amount of							764991.61

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Item No. B.-3.

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of : Jul 2, 2024

Planning & Development
Department

Zach Simonson
Prepared By
Zach Simonson
Department Head



City Administrator Approval

AGENDA TITLE: Resolution No. 153-2024: A Resolution Setting the Time and Place for a Public Hearing for the Purpose of Considering Revisions to the International Fire Code as Adopted by the City of Ottumwa, Iowa

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution No. 153-2024.

DISCUSSION: The Council has had previous work sessions on the topic of fire sprinkler systems in existing mixed-use buildings. Based on the most recent work session, the Community Development Director has drafted an ordinance to make revisions to the International Code that would codify reasonable performance compliance alternatives to fire sprinklers in certain R occupancies. This resolution sets the July 16 Council meeting as a public

Source of Funds:

Budgeted Item: Budget Amendment Needed:

hearing on the proposed ordinance. This resolution only sets the public hearing. Staff recommends setting the public hearing and allowing for public comment regardless of whether the Council intends to vote for or against Ordinance itself on July 16.

If adopted, the ordinance would allow property owners to be exempt from sprinkler requirements if they fulfill all of the following performance compliance alternatives:

1. No more than two stories in height above grade plane or having 3 or fewer dwelling units and less than 5,000 square feet per floor;
2. Where Group A-2, B and M occupancies are located on the first floor and Group R-2 occupancies are located on the second floor;
3. Where there are two approved exits per floor;
4. Where all dwelling units are separated by a two-hour rated fire barrier and where any penetrations to adjoining buildings use two-hour rated fire doors which comply with NFPA 80 and use self-closing devices, smoke seals and fire-rated hinges;
5. Where the property owner signs a voluntary agreement to participate in a shared sprinkler system in the event that one is installed and available for the property.

RESOLUTION NO. 153-2024

RESOLUTION SETTING TIME AND PLACE FOR A PUBLIC HEARING FOR THE PURPOSE OF CONSIDERING REVISIONS TO THE INTERNATIONAL FIRE CODE AS ADOPTED BY THE CITY OF OTTUMWA, IOWA

WHEREAS, on September 6, 2022 the City of Ottumwa approved Ordinance 3204-2022 which adopted the 2021 version of the International Fire Code as the city's fire protection and prevention code; and

WHEREAS, the City Council wishes to make certain revisions to sec. 903.2.8 of the International Fire Code for the purpose of creating limited exceptions to the requirement to install automatic sprinkler systems in Group R, residential, occupancies; and

WHEREAS, revisions to the International Fire Code require a public hearing.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Ottumwa, Iowa that:

Section 1. That this Council meet at the Bridge View Center, 102 Church St., Ottumwa, Iowa, on July 16, 2024 at 5:30 p.m., for the purpose of taking action on the matter of the proposed ordinance amending sec. 903.2.8 of the International Fire Code, 2021 edition.

Section 2. That the City Clerk is hereby directed to cause at least one publication to be made of a notice of said meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in said City, said publication to be not less than four (4) clear days nor more than twenty (20) days before the date of said public meeting.

Section 3. The notice of the proposed action shall be in substantially the following form:

NOTICE OF PUBLIC HEARING ON THE PROPOSED ORDINANCE AMENDING THE FIRE PROTECTION AND PREVENTION CODE OF THE CITY OF OTTUMWA BY ADOPTING AN AMENDMENT PROVIDING FOR STANDARDIZATION OF PERFORMANCE COMPLIANCE ALTERNATIVES TO AUTOMATIC FIRE SPRINKLER SYSTEMS IN CERTAIN GROUP R OCCUPANCIES

The City of Ottumwa hereby gives notice that at the regular meeting of the City Council to be held at the Bridge View Center, 102 Church St., Ottumwa, Iowa on the 16th day of July, 2024 at 5:30 P.M., the City Council will hold a public hearing and consider a proposed ordinance amending sec. 903.2.8 of the International Fire Code, 2021 edition, for the purpose of creating limited exceptions to the requirement to install automatic sprinkler systems in Group R, residential, occupancies. A copy of the International Fire Code, 2021 edition, are available in the city clerk's office.

This Notice is given by authority of the City Council of the City of Ottumwa.

Dated this 2nd day of July, 2024.

Christina Reinhard
City Clerk, City of Ottumwa, Iowa

(End of Notice)

Dated this 2nd day of July, 2024.

CITY OF OTTUMWA, IOWA
Richard W. Johnson
Richard W. Johnson, Mayor

ATTEST:

Christina Reinhard
Christina Reinhard, City Clerk

ORDINANCE NO. 3231-2024

AN ORDINANCE AMENDING THE FIRE PROTECTION AND PREVENTION CODE OF THE CITY OF OTTUMWA BY ADOPTING AN AMENDMENT PROVIDING FOR STANDARDIZATION OF PERFORMANCE COMPLIANCE ALTERNATIVES TO AUTOMATIC FIRE SPRINKLER SYSTEMS IN CERTAIN GROUP R OCCUPANCIES

WHEREAS, the City of Ottumwa has previously adopted the 2021 edition of the International Fire Code, with local amendments, as codified in Ottumwa City Code sec. 14-29 through 14-32; and

WHEREAS, sec. 903.2.8 of the International Fire Code addresses requirements for automatic sprinkler systems in Group R, residential, occupancies; and

WHEREAS, the City Council aspires to balance the needs for life safety building systems with promoting the continued redevelopment of existing, historic mixed-use buildings and the promotion of upper-story downtown residential use; and

WHEREAS, the City Council now desires to locally amend sec. 903.2.8 of the International Fire Code for the purpose of creating limited exceptions to the requirement to install automatic sprinkler systems in Group R, residential, occupancies.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA, THAT:

SECTION ONE. Section 14.31 of the municipal code of the City of Ottumwa is hereby amended by repealing sec. 14-31(24) through (32) and replacing them with sec. 14-31(24) through (33) as follows:

Sec. 14-31. – Amendments, modifications, additional and deletions.

...

(24) Section 903.2.8, Group R, shall be amended to read as follows:

903.2.8 Group R. An automatic sprinkler system installed in accordance with Section 903.3. shall be provided throughout all buildings with a group R fire area except Group R-2 occupancies satisfying all of the following:

1. No more than two stories in height above grade plane or having 3 or fewer dwelling units and less than 5,000 square feet per floor;
2. Where Group A-2, B and M occupancies are located on the first floor and Group R-2 occupancies are located on the second floor;
3. Where there are two *approved* exits per floor;
4. Where all dwelling units are separated by a two-hour rated fire barrier and where any penetrations to adjoining buildings use two-hour rated fire doors which comply with NFPA 80 and use self-closing devices, smoke seals and fire-rated hinges;
5. Where the property owner signs a voluntary agreement to participate in a shared sprinkler system in the event that one is installed and available for the property.

(25) A new Section 907.2.1.3 is added, as follows:

Section 907.2.1.3. Group A occupancies shall on activation of a fire alarm system or Fire Sprinkler system shall additionally cause:

- a. All conflicting or confusing sounds and visual distraction to automatically stop.
- b. Illumination of all the means of exit egress components to not less than 10 foot-candles at the walking surface level.

(26) A new Section 907.4.2.7 is added, as follows:

Section 907.4.2.7 - Location of Manual Fire Alarm Boxes. Where in the opinion of the fire code official manual fire alarm boxes may be used to cause false fire alarms, the fire code official is authorized to modify the requirements for manual fire alarm boxes.

(27) A new Section 912.8 is added, as follows:

Section 912.8 - Fire Department Connection Height. The fire department connection shall be located not less than 18 inches from the bottom of the cap(s) and not more than 42 inches from the top of the cap(s) above the level of the adjacent grade or access level. Deviation from this height may be granted by the fire code official for just cause.

(28) A new Section 912.9 is added, as follows:

Section 912.9 - Size. Minimum fire department connection size shall be a 4 inch Storz connection with a 30° elbow towards the ground. For more water flow additional connections may be necessary. Deviation from this size may be granted by the fire code official for just cause.

(29) A new Section 1003.8 is added, as follows:

Section 1003.8 - Frost protection. Exterior landings at doors shall be provided with frost protection.

(30) Section 1011.5.2, "Riser height and tread depth," shall be modified by replacing the term "7 inches" with "7.25 inches".

(31) A new Section 1013.6.4 is added, as follows:

Section 1013.6.4 - Exit Signs and Emergency Lights. Exit signs and/or emergency lights shall be on dedicated electrical circuits for the purpose of conducted monthly and yearly testing requirements.

(32) A new Section 1013.6.5 is added, as follows:

Section 1013.6.5 - Additional Exit Signs. Exit signs may be required at the discretion of the fire code official to clarify an exit or exit access.

(33) Section 5601.2.4 is deleted in its entirety and replaced with the following:

Section 5601.2.4 - Financial Responsibility: Fireworks. Before a permit is issued, as required by Section 5601.2, the applicant shall file with the jurisdiction a corporate surety bond in the principal sum of \$1,000,000 or a public liability insurance policy for the same amount, for the purpose of the payment of all damages to persons or property that arise from, or are caused by, the conduct of any act authorized by the permit upon which any judicial judgment results. The

fire code official is authorized to specify a greater or lesser amount when, in his or her opinion, conditions at the location of use indicate a greater or lesser amount is required. Government entities shall be exempt from this bond requirement.

SECTION TWO. Severability. If any section, subsection, sentence, clause, phrase or portion of this ordinance be held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portion hereof.

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

SECTION FOUR. This ordinance shall be in full force and effect, from and after its passage, adoption, and approval and publication as required by law, unless a subsequent effective date is set out hereinabove.

SECTION FIVE. When this ordinance is in effect, it shall automatically supplement, amend, and become a part of the said Code of Ordinance (Municipal Code) of the City of Ottumwa, Iowa.

PASSED on its first consideration the _____ day of _____, 2024.

PASSED on its second consideration the _____ day of _____, 2024.

Requirement of consideration and vote at two (2) prior Council meetings suspended the _____ day of _____, 2024.

APPROVED this _____ day of _____, 2024.

CITY OF OTTUMWA, IOWA

By: _____
Richard W. Johnson, Mayor

_____ No action taken by Mayor.

_____ Vetoed this _____ day of _____, 2024

Richard W. Johnson, Mayor

_____ Repassed and adopted over the veto this _____ day of _____, 2024.

_____ Veto affirmed this _____ day of _____, 2024 by failure of vote taken to repass.

_____ Veto affirmed no timely vote taken to repass over veto.

ATTEST:

Chris Reinhard, City Clerk

CHAPTER 82 GOLF CART REGULATIONS

Contents:

- 82.01 PURPOSE.
- 82.02 DEFINITIONS.
- 82.03 OPERATION OF GOLF CARTS PERMITTED.
- 82.04 EQUIPMENT REQUIREMENTS.
- 82.05 HOURS OF OPERATION.
- 82.06 PROHIBITED STREETS.
- 82.07 RULES OF OPERATION.
- 82.08 PARKING.
- 82.09 USAGE DURING SPECIAL EVENTS.
- 82.10 PENALTY.
- 82.11 INSURANCE REQUIRED.
- 82.12 PERMIT REQUIRED.
- 82.13 GROUNDS FOR REFUSING, SUSPENDING, OR REVOKING A GOLF CART REGISTRATION PERMIT.
- 82.14 EXCEPTIONS.

(Ord. No. 934, 10/10/2023)

82.01 PURPOSE.

The purpose of this chapter is to regulate the operation of golf carts within the City as enabled by Code of Iowa, Section 321.247.

82.02 DEFINITIONS.

For use in this chapter the following terms are defined:

Golf cart means a three (3) or more wheeled recreational vehicle primarily designed for transportation of person(s) and sporting equipment in the sport of golf that is either electric powered or gas powered.

Micromobility Device means a mobility device under one hundred pounds, which may be equipped with an electric motor for assistance or sole propulsion, designed for conveying the operator, with speeds of less than twenty miles per hour.

Primary roads or Primary road extension means those roads and streets both inside and outside the boundaries of municipalities which are under Iowa Department of Transportation jurisdiction.

Other Power-Driven Mobility Device (OPDMD) means any mobility device powered by batteries, fuel, or other engines that is used by individuals with mobility disabilities for the purpose of locomotion, including golf carts, electronic personal assistance mobility devices, or any mobility device designed to operate in areas without defined pedestrian routes, but that is not a wheelchair.

82.03 OPERATION OF GOLF CARTS PERMITTED.

1. Golf carts may be operated upon city streets by persons possessing a valid driver's license, subject to the additional provisions of this Chapter. While operated on a city street the number of passengers permitted on a golf cart shall not exceed the number of seats intended for passengers. While on city streets, operators must have on their person or in the golf cart proof of the required insurance.

(Code of Iowa, Sec. 321.247[1])

2. Golf carts and operators of golf carts are considered vehicles and shall be subject to the Ottumwa Traffic Code when operating on city streets.
3. Golf carts are not subject to registration provisions of Code of Iowa, Chapter 321.

(Code of Iowa, Sec. 321.247[2])

82.04 EQUIPMENT REQUIREMENTS.

Golf carts operated upon city streets and alleys shall be equipped with a minimum of the following safety features:

1. A slow-moving vehicle sign
2. A safety flag, the bottom of which shall be above the top of the golf cart
3. Adequate brakes (Code of Iowa, Sec. 321.247[1])
4. Rear view mirror
5. Headlights, brake lights, turn signal lights
6. City of Ottumwa registration

82.05 HOURS OF OPERATION.

Golf carts may be operated on city streets and alleys only between sunrise and sunset, except when a snow emergency is in effect, at which time golf cart operation is prohibited.

(Code of Iowa, Sec. 321.247[1])

82.06 PROHIBITED STREETS.

Golf carts shall only be operated upon streets with a posted speed limit of 25 MPH or less as identified under Ottumwa city code 23-150(1) and shall not be operated on any city streets which are a primary road extension through the city, however, such golf carts shall be allowed to cross such primary road extensions and other prohibited streets provided:

1. The crossing is made at an angle of approximately ninety degrees to the direction of the street and at a place where no obstruction prevents a quick and safe crossing;
2. The golf cart is brought to a complete stop before crossing the street;
3. The driver yields the right-of-way to all on-coming traffic which constitutes an immediate hazard;
4. In crossing a divided street, the crossing is made only at an intersection of such street with another street; and
5. The crossing is made from a street, roadway, or highway on which the golf cart is authorized to operate to a street, roadway, or highway on which such vehicle is authorized to operate.

(Code of Iowa, Sec. 321.247[1])

82.07 RULES OF OPERATION.

1. Except when executing a left turn, golf carts shall be driven as close as practicable to the right-hand edge of the rightmost motorized travel lane.
2. When necessary to prevent congestion of traffic, golf carts shall be pulled to the right-hand edge of streets and be stopped to allow other motor vehicles traveling in the same direction to pass.
3. When two or more golf carts are being operated in the same direction and general vicinity, they shall proceed in single file.
4. No golf carts shall be operated upon city sidewalks, bridges, or multi-use trails – including the Ottumwa Trail System.
5. Golf carts shall not be operated on an operating railroad right-of-way. A golf cart may be driven directly across a railroad right-of-way at an established crossing and notwithstanding any other provisions of law may, if necessary, use the improved portion of the established crossing after yielding to all oncoming traffic.
6. The operator of a golf cart shall yield the right of way to pedestrians, bicycles, electric scooters, electric bicycles, and other micro-mobility devices.
7. No person shall operate a golf cart along city streets while under the influence of alcoholic beverages, narcotics, or habit-forming drugs.
8. No person shall operate a golf cart in a careless, reckless, or negligent manner endangering the person or property of another or causing injury or damage to same.
9. The operator of a golf cart shall be responsible for the safety of all passengers on the golf cart and shall not allow reckless or dangerous behavior by passengers on said vehicles.
10. The operator of a golf cart shall limit occupancy of the golf cart to the number of seats for which the vehicle is registered and occupants shall be in approved seats.

82.08 PARKING.

Golf carts shall be parked in standard automobile parking spaces and follow all motor vehicle regulations according to City of Ottumwa Traffic Code. Golf carts used as OPDMDs may be parked on other paved and unpaved surfaces on public property such that they do not cause damage to any surface. No golf carts, including those used as OPDMDs, may be parked in such a way as to obstruct vehicular, pedestrian, or bicyclist traffic.

82.09 USAGE DURING SPECIAL EVENTS.

Golf carts may be used in support of special events sponsored or as permitted by the City. Operators and passengers shall comply with this chapter and any other conditions established by the City for any specific event, which conditions shall be set forth in writing by the City Administrator or designee.

82.10 PENALTY.

A person who violates the provisions of this ordinance shall be punishable for a municipal infraction violation under the provisions of Chapter 1, Article III of the Ottumwa Municipal Code.

82.11 INSURANCE REQUIRED.

A person shall not drive a golf cart in the City of Ottumwa unless the driver has proof of the financial liability coverage card issued for the golf cart covering the golf cart in the same limits required by Chapter 321 of the Code of Iowa. A proof of financial liability coverage card may be produced in paper or electronic format. Acceptable electronic formats include electronic images displayed on a cellular telephone or any other portable electronic device that has a display screen with touch input or a miniature keyboard.

The amount of coverage should follow Iowa Code Section 321A.21.b, and shall insure the person named in the policy and any other person, as insured, using the golf cart with the express or implied permission of the named insured, against loss from the liability imposed by law for damages arising out of the ownership, maintenance, or use of the golf cart within the City of Ottumwa.

82.12 PERMIT REQUIRED.

No person shall operate a golf cart on any public street for any purpose unless the operator possesses a City of Ottumwa permit to operate a golf cart on city streets. Permits are issued at City Hall after the application is approved. The granted permit will be valid for one calendar year. All permits shall be issued for a specific golf cart. The permit fee shall be established by resolution. A prorated fee will be applied for permits purchased inside of the annual permit cycle. The permit must be with the golf cart when it is operating on City streets. A permit sticker will be provided and is to be attached to the safety flag of the golf cart. It is the responsibility of the applicant to make sure the golf cart meets the minimum requirements of this chapter and the Code of Iowa.

It is the responsibility of the applicant that the owner of the golf cart (and driver) has liability insurance covering the golf cart in the same limits required by Chapter 321 of the Code of Iowa.

The permit may be suspended or revoked by the City upon finding evidence that the permit holder has violated the conditions of the permit or has abused the privilege of being a permit holder. If the golf cart has a valid Ottumwa registration permit, it may be operated by another driver holding a valid Iowa driver's license. Operation without a permit will result in a municipal infraction violation.

Permits are valid within Ottumwa City Limits only. There will be no refund of the permit fee. Permits in accordance with the provisions of this chapter may be transferred with sale of the golf cart.

If a peace officer stops a golf cart permitted in the City of Ottumwa and the driver is unable to provide proof of financial liability coverage, the peace officer shall do one of the following:

1. Issue a warning to the driver.
2. Issue a citation to the driver.

The golf cart may be driven for a time period of up to forty-eight hours after receiving the citation solely for the purpose of removing the golf cart from the streets of Ottumwa, unless the driver's operating privileges are otherwise suspended. After receiving the citation, the driver shall keep the citation with them while driving the golf cart as provided in this subparagraph, as proof of the driver's privilege to drive the golf cart for such limited time and purpose.

This section does not apply to golf carts owned by a golf cart dealer, wholesaler or golf course owner.

82.13 GROUNDS FOR REFUSING, SUSPENDING, OR REVOKING A GOLF CART REGISTRATION PERMIT.

The City of Ottumwa shall refuse to issue a golf cart registration permit upon any of the following grounds:

1. That the permit application contains any false or fraudulent statement or that the applicant has failed to furnish required information or reasonable additional information requested by the City.
2. That the golf cart is mechanically unfit or unsafe to be operated or moved upon the streets of Ottumwa, providing such condition is revealed by any peace officer.
3. That the City has reasonable ground to believe that the golf cart is a stolen or an embezzled golf cart or that the granting of registration permit would constitute a fraud against the rightful owner.
4. When the golf cart fails to meet the Equipment Requirements as identified in 82.04.
5. When a golf cart has been dismantled or wrecked.
6. When a golf cart permit is knowingly displayed upon a golf cart other than the one for which the permit was issued.
7. When the permit applicant has any outstanding fines or payments owed to the City.

A hold will be placed on a golf cart owner's ability to receive a golf cart registration permit in the City of Ottumwa, for the non-payment of moving or non-moving violation fines. This hold will remain in place until all fines are paid in full.

82.14 EXCEPTIONS.

1. *Municipal Use.* Employees, agents or authorized invitees of the city shall be authorized to drive golf carts upon city streets, including prohibited streets identified in 82.06, when such operation is part of their official duties on behalf of the city. A permit will not be required for such municipal use of golf carts.
2. *Business Use.* A permit will not be required for businesses administering driving tests for golf carts.

received
6-24-2024 4:15pm

Item No. G.-1.

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Jul 2, 2024

Finance
Department

O'Donnell
Prepared By
O'Donnell
Department Head

Ally Pate
City Administrator Approval

AGENDA TITLE: AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF OTTUMWA, IOWA BY AMENDING SECTIONS 2-233 & 2-234 FOR THE PURPOSE OF REVISING THE CITY'S PURCHASING POLICIES AND PROCEDURES

Public hearing required if this box is checked.

The Proof of Publication for each Public Hearing must be attached to this Staff Summary. If the Proof of Publication is not attached, the item will not be placed on the agenda.

RECOMMENDATION: Pass third reading and adopt Ordinance 3226-2024.

DISCUSSION:

Third consideration of the ordinance amending Sec. 2-233 & 2-234 relating to purchase policies. The ordinance removes specific language and provides for a purchase policy to be adopted by resolution. Further, the policy will be reviewed annually and presented for approval at the City Council's first regular meeting in July. The proposed purchase policy has been distributed to council and staff for review and questions. Staff will request approval and adoption of the policy on July 16, 2024.

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed: No

ORDINANCE NO. 3226-2024

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF OTTUMWA, IOWA BY AMENDING SECTIONS 2-233 & 2-234 FOR THE PURPOSE OF REVISING THE CITY'S PURCHASING POLICIES AND PROCEDURES

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA, THAT:

SECTION ONE: The Municipal Code of the City of Ottumwa, Iowa is hereby amended by repealing and replacing sec. 2-233 as follows:

Section 2-233. – Specific Purchases.

- (a) *Purchasing Policies and Procedures.* The City Council shall annually approve and adopt the City's Purchasing Policies and Procedures at their first Regular Meeting of July. The Finance Director shall prepare said policies in a timely fashion to provide sufficient review by the City Council.

SECTION TWO. The Municipal Code of the City of Ottumwa, Iowa is hereby amended by repealing and replacing sec. 2-234 as follows:

Sec. 2-234. – Procedures for bids and quotations.

All City purchases shall comply with the procedures outlined in the City's Purchasing Policies and Procedures.

SECTION THREE. Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance be held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portion hereof.

SECTION FOUR. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION FIVE. Effective. This Ordinance shall be in full force and effect, from and after its passage, adoption, and approval and publication as required by law.

SECTION SIX. When this ordinance is in effect, it shall automatically supplement, amend, and become a part of the said Code of Ordinance (Municipal Code) of the City of Ottumwa, Iowa.

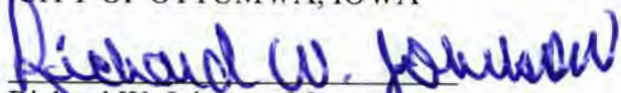
Passed on its first consideration on the 4 day of June, 2024.

Passed on its second consideration on the 18 day of June, 2024.

Passed on its third consideration on the 2 day of July, 2024.

Approved this 2 day of July, 2024.

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

No action taken by Mayor

Vetoed this ___ day of _____, 2024.

Richard W. Johnson, Mayor

Repassed and adopted over the veto this ___ day of _____, 2024.

Veto affirmed this ___ day of _____, 2024 by failure of vote taken to repass.

Veto affirmed no timely vote taken to repass over veto.

ATTEST:


Christina Reinhard, CMC, City Clerk



Purchasing Policies and Procedures Adopted XXXXXX XX, XXXX

The intent of the Ottumwa City Council and city staff is to buy materials, supplies and services of high quality at a reasonable cost. Supplies, equipment, construction and services should be obtained efficiently and economically, and in compliance with applicable law and agency regulations. Procurement decisions should be made through full and open competition.

Further, these following procedures ensure that all solicitations incorporate clear and accurate descriptions of the technical requirements for the goods or services being procured. Chapter 26 and Section 331.341 of the Iowa Code will be followed on all applicable purchases. All other appropriate sections of the Iowa Code shall also apply.

This policy applies to the procurement of all supplies, equipment, and construction and services of and for the City of Ottumwa that include any federal program funding. Regarding any such federal programs, all procurement will be done in accordance with Title 2 Code of Federal Regulations (CFR) Grants and Agreements; Part 200.2 CFR references are noted. All other appropriate sections of Iowa Code and the Ottumwa Code of Ordinances shall also apply. When federal requirements conflict with local or state requirements, the federal requirement, or the most restrictive requirement will be followed.

I. Policies

A. It shall be the responsibility of the Department Head to ensure that all policies and procedures are followed by his/her department.

B. The Department Head shall be responsible for all purchases for his/her department. At the Department Heads' discretion, he/she may delegate approval authority to secondary supervisors for purchases not to exceed \$1,000.

C. The purchasing methods described herein shall be followed when purchasing goods and services on behalf of the City.

D. All purchases for capital equipment or capital improvements must be approved in advance by the City Administrator and by the City Council, when required.

E. All applicable paperwork should be forwarded to the Finance Department as promptly as possible to expedite processing.

F. No purchase made by an employee shall bind the City to receive and/or pay for the goods or service procured, unless authorized by the methods described herein. **All contracts** for goods and services must be approved by the City Council in the manner provided in the Ottumwa Code of Ordinances. **No contract shall be executed by anyone other than the person authorized by Resolution of the City Council.**

G. Noncompliance with these policies and procedures may result in the return of improperly authorized or prepared documents, nonpayment of vendors' invoices, the cancellation of purchase orders or purchasing privileges, or other sanctions as necessary.

H. Transactions shall not be split into smaller parts in order to circumvent the dollar limitations and requirements of this policy.

I. The City does not prepay for goods or services or utilize prepaid devices such as gift cards. If a vendor requires prepayment for goods or services, authorization must be obtained from the City Administrator, or by the Finance Department if such authority has been so delegated.

J. Employee reimbursements should be kept to a minimum and shall be limited to emergencies, collective bargaining agreement allowances, and travel/training where said expenditures cannot reasonably be approved in advance. Sales tax will only be reimbursed to employees for these types of transactions.

K. Department heads must verify and ensure that all purchases for items being funded by State or Federal grants or other grants qualify for the guidelines and requirements of the grant and do NOT exceed available grant funds unless approved by the City Administrator, or by the Finance Department if such authority has been so delegated.

L. Local Preference Given – The City of Ottumwa recognizes that the success of our City is directly linked to the success of our local businesses. For this reason the City of Ottumwa allows locally-owned businesses located within the City of Ottumwa corporate limits a five (5) percent preference on purchases (up to a maximum differential of \$5,000). Purchases which are made through the formal bid process (i.e. construction projects) must be awarded to the lowest responsive, responsible bidder per Code of Iowa requirements. Local preference is not allowed where federal dollars will be used (200.319), or where the Iowa Code Chapter 26 so requires.

M. Where possible, department heads are required to coordinate their purchasing activities with other departments in order to obtain the best purchase price available.

N. Contracting with small and minority business, women's business enterprises, and labor surplus area firms (200.321)

1. Staff shall assure that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
2. Staff shall place qualified small and minority businesses and women's business enterprises on solicitation lists;
3. Staff, whenever lawfully permitted, shall divide total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
4. Staff shall establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
5. Staff shall use the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
6. Staff shall require the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (a) through (e).

~~II. Methods and Procedures~~

~~All purchases, regardless of dollar amount or bidding method, must use one of the following purchasing methods. These methods of purchasing goods and services are available for purchases not requiring formal bidding and council approval:~~

- ~~1. Purchase order~~
- ~~2. Annual purchase order~~
- ~~3. Small purchase order~~
- ~~4. Emergency purchase order~~
- ~~5. Petty cash~~
- ~~6. Certain exceptions~~

~~A. A purchase order is mandatory for all purchases with the only exceptions being listed in this document. In order to obtain a purchase order, it is required that a purchase requisition be submitted to the Finance Department prior to placing the order with the vendor. A purchase order is obtained using the following steps:~~

~~Step 1— A purchase requisition is submitted to the Finance Department via the Financial Plus software. The form must be properly completed, including appropriate descriptions, required approvals, and correct fund/account numbers. All information is reviewed and verified by the Finance Department.~~

~~Step 2— A pre-numbered purchase order is issued by the Finance Department. The original is returned to the purchasing department to send to the vendor; a second copy is retained by the purchasing department (to be included with invoice when submitted for payment); and a third copy is held by the Finance Department.~~

~~Step 3— The purchasing department orders the goods or services. As noted on the face of the purchase order, all invoices are to be sent to the City Hall address. All vendor invoices should indicate the purchase order number, and the goods received should be verified against the invoice and the purchase order by the department.~~

~~B. The annual purchase order may be issued to qualified vendors for the procurement of regular, ordinary, and necessary purchases. Annual purchase orders should only be used with vendors with a high volume of usage. Improper use of an annual purchase order will result in its cancellation. Annual purchase orders should not be used for:~~

- ~~1. Travel and training (see travel and training policy)~~
- ~~2. Initiating ongoing service, utility, or maintenance contracts~~
- ~~3. Purchasing capital equipment (7** account numbers)~~

~~An annual purchase order is obtained using the following steps:~~

~~Step 1— A purchase requisition form should be submitted to the Finance Department via the Pentamation software similar to that of a regular purchase order. An annual purchase order is issued for a period of time not to extend past the end of the current fiscal year. It should also include an estimate of the amount to be purchased over this period of time. The department's budget will be encumbered by the amount estimated. The amount to be encumbered cannot exceed the amount available in the budget. Once the estimated purchase amount or the time period has been exceeded, the annual purchase order will be canceled.~~

~~Step 2— The purchasing department should make arrangements with the vendor to purchase under the annual purchase order. Every department wishing to purchase with a vendor using an annual purchase order should submit for its own annual purchase order with that vendor.~~

~~Step 3— The purchasing department orders the goods or services. Each purchase under an annual purchase order does not require a requisition. The annual purchase order number must be known in order for a purchase to be made from the vendor. As noted on the face of the purchase order, all invoices are to be sent to the City Hall address. All vendor invoices should indicate the purchase order number.~~

~~C. A small purchase order can be utilized for the procurement of regular, ordinary, and necessary purchases that are under \$250 in total for non-local purchases and under \$750 in total for purchases within Ottumwa or West Ottumwa. A pre-numbered small purchase order form must be properly approved at the Supervisory level or higher (Department Head discretion) prior to making the purchase. The purchase does not need to be authorized by the Finance Department. Small purchase orders should not be used for:~~

- ~~1. Travel and training (see travel and training policy)~~
- ~~2. Initiating ongoing service, utility, or maintenance contracts~~
- ~~3. Purchasing capital equipment (7** account numbers)~~

~~Small purchase orders are printed and distributed by the Finance Department to each department in pre-numbered lots. Each department utilizing small purchase orders should record each one on the spreadsheet located by department in the x:drive—smallpo folder, include the small purchase order number, the date of issuance, the vendor, the amount, and the employee using the small purchase order. Instructions for issuing small purchase orders is as follows:~~

~~Step 1— A purchase requisition is not required to make small, ordinary purchases. A small purchase order form should be obtained from the department supervisor. An entry in the small purchase order log should include the department, the small purchase order number, the date of issuance, the vendor, the amount, and the employee using the small purchase order.~~

~~Step 2— A three-part, pre-numbered small purchase order form should be completed in its entirety including appropriate signatures.~~

~~Step 3— The original (white) form should be given to the vendor. The yellow copy should be attached to the invoice, packing slip, bill of lading and/or receiving report and forwarded to the Finance Department. The purchasing department should retain the pink copy. This form is not required to purchase under a blanket purchase order.~~

~~D. Certain exceptions to the above purchasing methods are as follows:~~

- ~~1. Gasoline credit card purchases~~
- ~~2. Beer escrow purchases~~
- ~~3. Payments for contracted rents and leases (PO required before entering into such an agreement)~~
- ~~4. Utilities and long term service or maintenance contracts (PO required before entering into such an agreement)~~
- ~~5. Travel and training (See travel and training policy)/Employee reimbursements~~
- ~~6. Subscription, Dues, and Membership renewals (PO required before initiating a new service)~~
- ~~7. Damage claims submitted by Alternative Service Concepts~~
- ~~8. Certain budgeted contributions to outside agencies~~
- ~~9. Property acquisitions through City Attorney~~
- ~~10. Contracts and purchases approved by City Council (PO is optional)~~

~~Unless listed above, all purchases require some form of purchase order number.~~

III. Informal and Formal Bidding

A. Informal Quotation Process; CFR 200.320(a) & 200.320(b)

1. The purchase of any goods or services with a total value between \$1,000 and \$10,000 requires at least three verbal quotes and the quotes received may be documented on a "Verbal Quotes Recording Sheet", as attached to this policy. These quotations can be either telephone quotations or from a suppliers catalog. After recording all three quotes, reviewing the prices and determining the low bidder who has met the requirements subject to the Local Preference provisions outlined in Section I L. of this policy, the employee may prepare the requisition.

- Only the original "Verbal Quotes Recording Sheet" is acceptable as an attachment to the request.
- When obtaining verbal quotations, you are subject to certain legal constraints:
 - a. Do not reveal one vendor's price to another until the purchase has been approved.
 - b. Do not ask a vendor to revise the price once it is given. (However, should a vendor call back before you have completed the verbal quotation process requesting to revise the price, you may accept the new price.)
- A "No Bid" is not considered a bid when obtaining verbal quotations. Three prices are to be obtained. If after contacting 6 or more vendors or as many vendors that are available, a purchaser is unable to obtain the 3 required quotes, the purchaser may document the vendors contacted and proceed with the process noted above. The City Administrator and Finance Department always reserve the right to review each verbal quotation, obtain additional bids if deemed necessary, and verify prices with the named vendors.
- Reasons for not accepting the low quote should be fully explained on the requisition form.

2. The purchase of any goods or services whose total value is between \$10,000 and \$65,000 shall require three competitive written quotations. A copy of each bid must be attached to the request. Written quotes can be accepted in a variety of different mediums, but must clearly identify the vendor information associated with the pricing (IE: email, fax, internet pricing list, traditional catalog price lists, brochures, flyers). Pricing should include all applicable charges and shipping/handling fees. Purchases must also meet the following requirements:

- a. For public improvements including highway, bridge, or culvert work, which qualify under Chapter 26 of the Code of Iowa, the contractor must provide a performance and payment bond for a public improvement project of more than \$25,000.
 - b. City Administrator shall seek City Council approval for purchases that have not been authorized in the Adopted Budget.
- A "No Bid" is not considered a bid when obtaining written quotations. Three prices are to be obtained and submitted in writing. If after contacting 6 or more vendors, a purchaser is unable to obtain the 3 required quotes, the purchaser may document the vendors contacted and proceed with the process noted above. The City Administrator and Finance Department always reserve the right to review each verbal quotation, obtain additional bids if deemed necessary, and verify prices with the named vendors.

- Lowest responsible quote will be chosen subject to the Local Preference provisions outlined in Section I L. of this policy. Reasons for not accepting the low quote should be fully explained on the requisition form.

B. Competitive Bidding Process (semi-formal); CFR 200.320(c)

1. The purchase of any goods or services with an estimated value greater than \$65,000, or public improvements which qualify under Chapter 26 of the Code of Iowa with an estimated value between \$65,000 and \$196,000, EXCLUDING improvements for highway, bridge, or culvert work, shall require the taking of competitive bids based on written bid specifications. **Note:** Chapter 26's requirements change from time to time and this policy shall be automatically amended to reflect the dollar values established. Staff shall check the DOT website for changes in these statutory dollar amounts prior to bidding on any project.

All bid documents shall receive prior approval from the City Administrator or his designee. All amendments to bid specifications shall be made in writing. In the event it is deemed necessary to verbally inform a vendor of a bid specification change, such verbal communications shall be immediately followed up with written confirmation of the change. A notice to bidders may be published in an authorized publication but is not required.

The written bid documents will include the time, place, and manner for filing quotations, which may be received by mail, fax, or e-mail.

A report outlining all bids received, including the vendor names and the amount of the bids shall be submitted. If the bid is being awarded to a vendor other than the low bidder, the report shall also state why the bid is not being awarded to the low bidder. The report shall also include the amount budgeted for this purchase. The respective Department Head, along with the City Administrator shall solicit City Council approval of all *semi-formal* bids, contracts, and purchases.

Purchases for public improvements qualifying under Chapter 26 of the Code of Iowa that are between \$65,000 and \$196,000 also require that the contractor provide a performance and payment bond. **Note:** Chapter 26's requirements change from time to time and this policy shall be automatically amended to reflect the dollar values established. Staff shall check the DOT website for changes in these statutory dollar amounts prior to bidding on any project.

C. Formal Bidding (formal); CFR 320(d)

1. Purchases for public improvements qualifying under Chapter 26 of the Code of Iowa that are in excess of \$196,000 or are public improvements for highway, bridge, or culvert work that are in excess of \$65,000 must use formal bidding as defined by Chapter 26 of the Code of Iowa unless the improvements are declared *emergency repair work*. If there is any question about whether or not such a situation exists, an opinion from the City Attorney shall be obtained. **Note:** Chapter 26's requirements change from time to time and this policy shall be automatically amended to reflect the dollar values established. Staff shall check the DOT website for changes in these statutory dollar amounts prior to bidding on any project.

2. Formal bids must be taken with the cooperation of the City Administrator and the City Clerk using the following steps:
 - a. Detailed and written plans and specifications and a detailed cost estimate must be prepared for the public improvement project, approved by the City Administrator, and placed on file with the City Clerk's office.
 - b. A notice to bidders must be posted in the following places:
 - 1) A relevant contractor plan room with statewide circulation
 - 2) A relevant construction lead generating service with statewide circulation
 - 3) An Internet site sponsored by either a governmental entity or a statewide association that represents the governmental entity.
 - 4) Notices must include:
 - Time and place for filing sealed proposals
 - Time and place sealed proposals will be opened and considered on behalf of the governing body
 - The general nature of the public improvements on which bids are being requested
 - In general terms, when the work must be commenced and when it must be completed
 - Bid security and bid bond requirements
 - c. A notice of public hearing on plans, specifications, form of contract, and cost estimate must be published by the City Clerk not less than 4 days but not more than 20 days before the public hearing.
 - d. A public hearing on plans, specifications, form of contract, and cost estimate on published date by the City Council
 - e. City Council passes or rejects resolutions to adopt plans, specifications, form of contract, and estimate of cost.
 - f. A formal opening and announcement of sealed bids on published date by the respective Department Head or their designee and the City Clerk; review, consideration, and recommendation of bid award by the respective Department Head or their designee who then prepares report of bids received
 - g. City Council receives staff report of bids received.
 - h. City Council passes or rejects resolution to award construction contract and bonds with the lowest responsive, responsible bidder who has met all bid security and bond requirements.
- D. Noncompetitive Proposals; CFR 320(f)
1. Procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
 - a. One Source: the item is available only from a single source
 - b. Exigency/Emergency: an exigency or emergency will not permit a delay resulting from competitive solicitation
 - c. Awarding Agency Approval: the Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-Federal entity
 - d. Inadequate Competition: after the solicitation of a number of sources, competition is determined inadequate
 - e. Noncompetitive proposals shall be accompanied by written justification of the circumstances that apply.

E. Contract Administration

1. The City Administrator or his designee will advertise and bid all contracts qualifying for formal bidding procedures. The City Administrator or his designee will oversee receiving, opening, and announcing all formal bids. Bids received late will be immediately returned to the late bidder unopened.

2. Formal bid contracts will be executed by the Mayor and attested to by the City Clerk. Copies of all contracts should be forwarded to the City Clerk's Office. All contracts shall be presented to the City Council for approval and executed by the Mayor and attested to by the City Clerk.

3. The City Administrator or his designee will administer all contracts on the authority of the City Council.

4. The City Administrator or his designee will approve all change orders to contracts. City Council must approve all cumulative change orders greater than 10% of original contract amount.

5. Where appropriate, retainage shall be withheld on contracts for public improvements as provided for by State law or on other contracts as deemed appropriate or necessary. Retainage on a contract may not exceed 5% of the cost of the public improvement. An application by a contractor for early release of a retainage requires City Council consideration and approval.

6. The final acceptance, the final contractor payment, and the release of retainage authorization (unless early release applied for) of a formal bid contract shall be approved by City Council in one action.

7. *Emergency Repair Work* is declared via resolution by the City Council and a certificate from an external, registered, professional engineer certifying that the emergency repairs are necessary. If declared by City Council, semi-formal procedures may be used in place of formal procedures as prescribed by State code.

8. City of Ottumwa will not award a contract to a party listed as debarred, suspended, or otherwise excluded in the System for Award Management (SAM). www.sam.gov (200.214)

9. Contracts awarded shall contain the applicable contract provisions described in 2 CFR 200.327 and Appendix II to Part 200.

10. City of Ottumwa will maintain written standards of conduct covering conflicts of interest and must provide for disciplinary action to be applied for violations of such standards as defined in 2 CFR 200.318 (c) (1).

No officer, employee, or agent of the City shall participate in the selection, award, or administration of a contract supported by federal grant funds, if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

The employee, officer, or agent; any member of his/her immediate family; His/her partner; or an organization which employs, or is about to employ any of the above; has a financial or other interest in the firm selected for award.

City of Ottumwa officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or subcontractors. To the extent permitted by federal, state, or local law or regulations, violation of these standards may cause penalties, sanctions, or other disciplinary actions to be taken against City's officers, employees, or agents.

E. Miscellaneous

1. Contracting for professional services (legal, engineering, etc.) or for ongoing technical services (maintenance, utilities, etc.) may be done on a negotiated basis. Where practical, however, those vendors providing such services should be asked to submit formal proposals to provide the services requested. Such proposals shall be evaluated on the basis of the vendor's reputation, experience, and understanding of the work to be done. Price, while being a factor, should not be the primary factor. City Administrator and City Council authorization or affirmation is still required at the same dollar limitations as semi-formal (greater than \$65,000) or formal bid contracts.

2. Bids solicited by the United States of America or an agency thereof, the State of Iowa, Wapello County, or another governmental unit may be used as a replacement to the bidding requirements unless bidding is required by the Code of Iowa, the City Council, or the City Administrator. The availability of a bid from another government agency does not preclude the City from seeking and obtaining bids in a manner provided through this policy.

3. All purchases funded through a State or Federal grant must follow all additional procedures required by the grantor. All bid specifications for a purchase that is funded through a State or a Federal grant must list all additional specifications for the goods or services that are required by the grantor. Contractors must be evaluated when the bids are received on their ability to meet these State or Federal requirements. In addition, no purchases to be covered by the grant can be made prior to the execution of the grant agreement unless approved by the grantor.

5. Purchase transactions for goods or services with a City employee (the employee, employee's spouse, or employee's business) are limited to \$6,000 per fiscal year per employee in total as per State law. Any transactions with an employee that will exceed this limit are required, as a minimum, to obtain at least three written quotations or conduct a semi-formal bidding process.

6. For any given purchase, due to the nature of the contract, the competitiveness of the vendors, or for other reasons, the department may choose to use the bidding procedures for a higher dollar threshold than which the purchase falls under. The department may not, however, select bidding procedures for a lower dollar threshold than what is prescribed.

7. Under emergency operating conditions the City Administrator will obligate the City for necessary expenditures subject to a report to the City Council at its next scheduled meeting.

8. The cost plus a percentage of cost and percentage of construction cost method of contracting shall not be used (CFR 200.324). The City shall perform some form of cost/price analysis for every procurement action including contract modifications, amendments, or change orders. The City shall make an independent estimate prior to receiving a bid or proposal. The City shall negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. In determining a fair and reasonable profit, the City must consider the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance and the industry profit rates in the surrounding geographical area.

9. Records shall maintain sufficiency to detail the significant history of procurement, including the rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price. (CFR 325)

- a. City must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition.
- b. City must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:
 - 1) City's procurement procedures or operation fails to comply with the procurement standards in this Part;
 - 2) The procurement is expected to exceed the Simplified Acquisition Threshold (200.88) and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
 - 3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;
 - 4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
 - 5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.
- c. City is exempt from the pre-procurement review in paragraph b. of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this Part.
 - 1) City may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third party contracts are awarded on a regular basis;
 - 2) City may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from City of Ottumwa that it is complying with these standards. City must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

10. In the event applicable federal or state laws are amended, this policy shall be interpreted consistent with said amendments, and any conflicts between this policy and applicable law shall be resolved in favor of the applicable law.

11. *Surplus materials and equipment.* The Finance Director is expressly authorized to procure from any federal, state or local government unit or agency thereof surplus machinery, motor vehicles, materials, supplies, commodities, or equipment as may be made available through the operation of any legislation heretofore or hereafter enacted without conforming to the competitive bidding requirements of the City's Purchasing Policies and Procedures.

12. *Supply schedules.* The Finance Director is also expressly authorized to procure goods and/or services from supply schedules of the U.S. General Services Administration and from contracts established by the state department of general services, the state department of transportation, and the state communications network pursuant to procedures established by state code or pursuant to supply schedules or accepted bids through the county bidding procedures.

13. *Regular, temporary or seasonal employment.* Regular, temporary or seasonal employment contracts or hiring within the city shall not be subject to a competitive bidding process.

VERBAL QUOTES RECORDING SHEET

For Purchases of \$750 up to \$9,999

MUST COMPLETE THIS FORM PRIOR TO REQUESTING APPROVAL
 Additional sheets can be attached if needed

PRICE INFORMATION WAS REQUESTED FOR THE FOLLOWING ITEMS:

PRODUCT NAME	ADDITIONAL DESCRIPTION	QUANTITY

#1 VENDOR NAME	CONTACT NAME & PHONE NO.	BID AMOUNT	Check box to winning Bidder
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#2 VENDOR NAME	CONTACT NAME & PHONE NO.	BID AMOUNT	
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#3 VENDOR NAME	CONTACT NAME & PHONE NO.	BID AMOUNT	
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I certify that the above bids were obtained in accordance with the City of Ottumwa's Purchasing Policies and procedures and that the information above represents actual and accurate information received from the vendors named above for the items described above.

Employee Signature

Date

received
6-28-24 8AM

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Jul 2, 2024

Police
Department

Ashley Reynolds
Prepared By
Chad Farrington
Department Head

PJ Rtr
City Administrator Approval

Chad Farrington

AGENDA TITLE: Janitorial Contract for the Law Enforcement Center

 Public hearing required if this box is checked. ***The Proof of Publication for each Public Hearing must be attached to this Staff Summary. If the Proof of Publication is not attached, the item will not be placed on the agenda.***

RECOMMENDATION: Award the contract for Janitorial Services for the building shared by Ottumwa Police Department and Wapello County Sherrif's Office to Stratus Building Solutions for a term of 3 years.

DISCUSSION: Three proposals were opened by the City of Ottumwa on June 18, 2024 at 2:00 P.M. Contractual Janitorial Services will be on a daily, weekly and monthly schedule plus equipment and supplies as stated in the RFP.

The Ottumwa Police Department bid price is \$1,710.00 per month and the shared spaces bid price is \$340.00 per month which is divided between the Ottumwa Police Department and the Wapello County Sheriff's Department. Our cost of the shared spaces bid is \$170.00 per month. The annual total will be \$22,560.00. The pricing will stay the same for all three

Source of Funds: 001-110-6409

Budgeted Item: Budget Amendment Needed: No

years. Also, included is an approval for a one-time deep cleaning service by Stratus Building Solutions for \$250.00.

\$23,920.00 is budgeted, which includes other needed supplies. The bid by Stratus Building Solutions is the lowest bid received and is \$1,360.00 under budget.

Contractual Janitorial Services Ottumwa/Wapello County Law Enforcement Center (RFP)

Issue Date	DESCRIPTION	FBG Facility Services				Professional Janitorial Services				Stratus Building Solutions			
		Yes	No	Per month	12 months	Yes	No	Per month	12 months	Yes	No	Per month	12 months
5/17/2024													
1st year 7/8/24 - 6/30/25	Bid Ottumwa PD space	X		\$ 1,843.00	\$22,116.00	X		\$ 2,640.00	\$31,680.00	X		\$ 1,710.00	\$20,520.00
1st year 7/8/24 - 6/30/25	Bid Shared spaces	X		\$ 790.00	\$9,480.00	X		\$ 1,320.00	\$15,840.00	X		\$ 340.00	\$4,080.00
	TOTAL				\$31,596.00				\$47,520.00				\$24,600.00
2nd year 7/8/25 - 6/30/26	Bid Ottumwa PD space	X		\$ 1,843.00	\$22,116.00	X		\$ -	\$0.00	X		\$ 1,710.00	\$20,520.00
2nd year 7/8/25 - 6/30/26	Bid Shared spaces	X		\$ 790.00	\$9,480.00	X		\$ -	\$0.00	X		\$ 340.00	\$4,080.00
	TOTAL				\$31,596.00				\$0.00				\$24,600.00
*Optional													
3rd year 7/8/26 - 6/30/27	Bid Ottumwa PD space	X		\$ 1,843.00	\$22,116.00	X		\$ -	\$0.00	X		\$ 1,710.00	\$20,520.00
3rd year 7/8/26 - 6/30/27	Bid Shared spaces	X		\$ 790.00	\$9,480.00	X		\$ -	\$0.00	X		\$ 340.00	\$4,080.00
	TOTAL				\$31,596.00				\$0.00				\$24,600.00

I HEREBY CERTIFY THAT THIS IS A TRUE TABULATION
 OF THE BIDS RECEIVED AT 2.00 P.M. ON DATE OF BID OPENING
 BY: Lt. Mickey Hucks

CITY OF OTTUMWA, IOWA



REQUEST FOR PROPOSALS FOR THE PURPOSE OF:

Contractual Janitorial Services

Issue Date: May 17, 2024

**Submissions due:
Tuesday June 18, 2024 at 2:00 PM CST**

To the following:

City of Ottumwa
Attn: City Clerk
210 W Main Street
Ottumwa, IA 52501

I. STATEMENT OF PURPOSE

The City of Ottumwa (the "City") is seeking proposals for contractual janitorial services for the Ottumwa/Wapello County Law Enforcement Center. Areas in the contract are limited to those occupied by the Ottumwa Police Department (OPD) and those shared by OPD and the Wapello County Sheriff's Office (WCSO). The initial contract will cover 24 months with the option for the City to contract with the Vendor for an additional 12 month period. Proposals are due to the office of the City Clerk located in City Hall of Ottumwa, Iowa by 2:00 PM CST on Tuesday June 18, 2024.

II. Scope of Work

The Law Enforcement Center located at 330 W 2nd Street is a shared jurisdiction building between OPD and WCSO. For the purposes for this Proposal, the scope of work is limited to the areas occupied by the OPD and the common areas shared by both OPD and WCSO. The "work week" for janitorial services is Monday through Friday. The scope of work is divided into services that are to be performed **DAILY**, **WEEKLY**, and **MONTHLY**, as outlined in the grid below. With the exception of those items listed below, the Vendor shall provide any required materials, supplies, and equipment to execute the scope of work. A space will be provided for the selected Vendor to store supplies and equipment. The following materials will be furnished by the Law Enforcement Center:

- Toilet tissue.
- Hand soap.
- Hand towels.
- Deodorizers for restrooms or otherwise.
- Trash receptacle bags. To include 50/60 gallon "Heavy" gauge bags to collect and carry all trash for pickup.

Janitorial services to be completed within this Scope of Work (as scheduled) are as follows:

SERVICES – DAILY	OPD	OPD/WCSO
Vacuum carpeting	X	X
Clean bathrooms and mirrors and clean/disinfect stools, urinals, and sinks	X	X
Check and refill toilet paper, towel, and soap dispensers as needed	X	X
Clean locker rooms and clean/sanitize shower stalls	X	
Clean/sanitize drinking fountains	X	X
Dust mop all tile flooring	X	X
Damp mop tile flooring in high traffic areas	X	X
Clean break rooms, countertops as needed	X	
Empty all wastebaskets, replace with clean bag if needed and carry to dumpster	X	X
Clean spots out of carpet as needed	X	X
Dust mop stairs		X
Damp mop entry tile flooring		X
Clean dispatch area including break room and bathroom		X
Clean glass at entrances and lobbies		X

SERVICES – WEEKLY	OPD	OPD/WCSO
Dust chairs, chair legs, tables, desks, and window ledges	X	X
Clean glass in Sergeant’s office, roll call, secretary’s office, and common space	X	
Damp mop remaining tile floors	X	X
SERVICES – MONTHLY	OPD	OPD/WCSO
Sweep cement floor areas	X	
Dust air vents	X	X
Dust venetian blinds	X	

The above description of services to be provided is illustrative and comprehensive, but is not intended to be all-inclusive or to limit the potential extent of services to be provided.

III. Timeline and Submittal Information

The City has set the following timeline and process for this Request for Proposal

- Friday, May 17, 2024: Issue Request for Proposal
- Tuesday June 18, 2024 at 2:00 PM: Proposals Due
- Tuesday, July 2, 2024: Council Adoption of Proposal
- Monday, July 8, 2024: Tentative Start Date

Any questions or need for additional information related to this Request for Proposal may be submitted to Kristen Mitchell, Purchasing Agent at mitchellk@ottumwa.us or (641) 683-0617. Any questions and associated responses will be provided to those vendors who have expressed an interest in submitting a proposal. Additionally, responses will be placed on the [website for the City of Ottumwa](#). To request an inspection of the site prior to submitting a proposal or for further information regarding the scope of services, please contact Lt. Mickey Hucks at (641) 683-0633 or hucksm@ottumwa.us.

This RFP does not commit the City to award a contract, nor shall the City be responsible for any cost or expense that may be incurred by the Vendor in preparing and submitting the proposal called for in this RFP, or any cost or expense incurred by the Vendor prior to the execution of a contract agreement.

The City reserves the right to accept or reject any or all proposals waive technicalities or irregularities, and to accept any proposal if such action is believed to be in the best interest of the City. Additionally, the City reserves the right to award a contract to the next most qualified submission if the successful Vendor does not execute a contract within thirty (30) days after award of the proposal. The City reserves the right to negotiate any or all items and terms of the proposal including the segmenting of services as deemed in the best interest of the City.

A proposal may not be withdrawn before the expiration of sixty (60) days from the proposal due date.

IV. Submission Requirements

Submittals must be received at the address below by 2:00 PM CST on June 20, 2024¹:

City of Ottumwa
Attn: City Clerk
210 W Main Street
Ottumwa, IA 52501

Those interested in responding to the City of Ottumwa Request for Proposal shall provide three (3) copies of a written proposal, signed by the proposing Vendor. All submittals shall become the property of the City. No public opening will be held. Proposals must reference "Police - Janitorial Services" on the exterior of the sealed proposal and are required to submit the following items in order to be considered:

- (A) **Firm Experience:** Provide a narrative description of the firm and identify the firm's experience with cleaning buildings.
- (B) **References:** Provide a minimum of two references. References should include: name, title, phone number, email address, and a brief description of the nature of the client relationship and what this reference can speak to of your work.
- (C) **Completed Cost Form (Appendix B):** All fees should be clearly stated in the proposal and must remain in effect for the period of the agreement. Fees for any extensions will be negotiated.
- (D) **Other Information:** Provide any other information that may be helpful in assessing the Vendor's ability to perform the work and in applying the evaluation criteria set out in the Request for Proposal.

V. Evaluation Criteria

The City of Ottumwa will evaluate each proposal fairly and impartially utilizing an evaluation committee consisting of city staff. The City may complete the selection process based solely on the response to the RFP. Candidates selected will be subject to a background and security check and be required to submit personal information.

Selection of firms for interview will be based on the following standards:

- (A) Responsiveness and completeness of the proposal.
- (B) Experience of the individual/firm in providing cleaning services.
- (C) References.
- (D) Rate Structure as outlined in the completed Appendix B – Cost Proposal Form.
- (E) Hourly rates/fees for additional services (if any) offered.

VI. General Terms and Conditions

- (A) **Contract:** The Vendor agrees that if their proposal is accepted, they will enter into a Contract (Appendix A) for the delivery of said services. Any award of a contract resulting from this RFP will be made only by written authorization from City of Ottumwa upon approval by the City of Ottumwa City Council.
- (B) **Independent Contractor:** Nothing contained in this RFP is intended or should be construed as creating the relationship of co-partners or joint ventures within the City. The Vendor shall remain an independent contractor, and all employees of the Vendor or its subcontractors shall remain the employees of the Vendor or subcontractor and shall not become the employees of the City.

¹ Any proposal received after due date and time will not be considered.

- (C) **Nondiscrimination:** All Contractors agree that during the life of the contract, the Contractor shall not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, marital status, disability, sexual orientation, age, religion, or status with regard to public assistance, and shall intend a similar provision in all subcontracts entered into for the performance thereof.
- (D) **Compliance with Laws:** In connection with the furnishing of supplies or performance of work under the contract, the Vendor agrees to comply with the Fair Labor Standard Act, Equal Opportunity Employment Act, and all other applicable Federal and State laws, regulations, and executive orders to the extent that the same may be applicable, and further agrees to insert the foregoing provision in all subcontracts awarded hereunder.
- (E) **Insurance:** The successful Vendor must provide the City a certificate of insurance with the following coverage limits and maintain said coverages at all times during the term of a Contract. The City shall be named as an additional insured under the liability policy required above.
- Bodily injury / property damage - \$300,000 per person / \$50,000 per occurrence
 - Comprehensive General Liability \$1,000,000 / occurrence (\$1,000,000 aggregate)
 - Worker's Compensation as required by law
- (F) **Acceptance by Vendor:** Submission of a proposal indicates acceptance by the Vendor of the conditions contained in this Request for Proposal unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the City and the firm selected.

"APPENDIX A"

CONTRACT TEMPLATE

In consideration of the mutual promises set forth below, the **CITY OF OTTUMWA, IA.**, ("Owner") and _____ ("Contractor") makes this contract as of the ____ day of July 8, 2024, and agree as follows:

ARTICLE 1 – WORK

Contractor shall, at its sole cost and expense, provide, perform, and complete all of the following, all of which is herein referred to as the "work":

- 1.1 Provide, perform, and complete all labor, services, equipment, and materials necessary to accomplish the services as set forth in the Request For Proposal, which is attached hereto and incorporated herein by reference as if set forth in full.
- 1.2 Procure and furnish all permits, licenses, and other governmental approvals and authorizations necessary in connection with the project.
- 1.3 Procure and furnish all bonds and all certificates and policies of insurance specified in this contract.
- 1.4 Do all other things required of Contractor by this contract.

ARTICLE 2 - STANDARDS OF PERFORMANCE

Contractor shall provide, perform, and complete all work in a proper and workmanlike manner, consistent with the highest professional standards applicable to such work, with the greatest economy, efficiency, and expedition consistent therewith.

ARTICLE 3 - FINANCIAL ASSURANCES

- 3.1 Contemporaneous with Contractor's execution of this contract, Contractor shall provide a Janitorial Service bond in the amount of ten thousand dollars (\$10,000). Contractor shall, at all times while providing, performing, or completing the work, maintain and keep in force, at Contractor's expense, the bond(s) required hereunder.
- 3.2 Contemporaneous with Contractor's execution of this contract, Contractor shall provide certificates and policies of insurance evidencing the minimum insurance coverage and limits set forth in this contract. Such policies shall be in a form, and from companies, acceptable to Owner. Such insurance shall provide that no change, modification in, or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given by the insurance company to the Owner. Contractor shall, at all times while providing, performing, or completing the work maintain and keep in force, at Contractor's expense, the minimum insurance coverage and limits set forth in this contract. Owner shall be an additional named insured (insured for the additional named insured's conduct to the same extent as if the additional named insured was the policy holder) and an additional insured (insured for the additional insured's liability that arises from the conduct of the policy holder and is not insured for liability that arises from the conduct of the additional insured).
- 3.3 **Insurance Coverage:**
 - 3.3.1 Workers Compensation and Employer's liability with limits in compliance with the applicable provisions of the laws of the State of Iowa.
 - 3.3.2 Bodily injury per person and three hundred thousand dollars [\$300,000.00] bodily injury per occurrence; and fifty thousand dollars [\$50,000.00] property damage per occurrence. All employees shall be included as insured.

- 3.3.3** Commercial General Liability Insurance: for bodily injury, including death, and property damage with combined single limits of not less than \$1,000,000 for injury or death to any one person or injuries or death to more than one person arising out of a single occurrence; and limits of not less than \$1,000,000 for damage to property arising out of a single occurrence.
- 3.4** Contractor shall be responsible for the payment of all claims for labor performed and materials furnished, used or consumed in performing the services under this Contract.
- 3.5** Contractor shall be responsible for the payment, record keeping, and filing of all taxes and fees associated with the execution of this Contract, including Sales and Use Tax. Section 422.45 of the 2009 code of Iowa, required the contractor to pay sales or use tax on materials or equipment used or supplied during contract. All contractors shall prepare and require their subcontractors to prepare, sign and acknowledge before a Notary Public, Form 35-002 of the Iowa Department of Revenue, listing their respective expenses for all materials and equipment that becomes an integral part of the completed project. The Contractors shall file with the Owner executed copies of these forms. In the event any service tax is paid by the Contractor, the Contractor shall also include in the Form 35-002, aforementioned, a listing of such services furnished which become an integral part of the project under the contract.

ARTICLE 4 – PAYMENT

- 4.1** Owner shall pay to Contractor, in accordance with and subject to the terms and conditions set forth in this contract, and Contractors shall accept in full satisfaction for providing, performing, and completing the work, the amount(s) set forth in the attached RFP (subject to any additions, deductions, or withholdings provided for in this contract).
- 4.2** The contract rate [identified in the RFP as the “Combined Monthly Fee”] shall be invoiced monthly by Contractor and paid by Owner within fifteen (15) days of receipt of the invoice for aforementioned services.

ARTICLE 5 – DEDUCTIONS

Owner shall have the right to deduct and withhold from any monies in its hands, otherwise due, or to become due, to said Contractor for non-performance of this contract. Said liquidated damages shall not exceed such amount as may reasonably appear necessary to compensate Owner for any actual or prospective loss due to:

- 5.1** Work that is defective, damaged, flawed, unsuitable, non-conforming, or incomplete;
- 5.2** Damage for which Contractor is liable under this contract;
- 5.3** State or local sales, use, or excise tax from which Owner is exempt;
- 5.4** Liens or claims of lien regardless of merit;
- 5.5** Claims of subcontractors, suppliers, or other persons regardless of merit;
- 5.6** Inability of Contractor to complete the work;
- 5.7** The cost to Owner (including attorneys’ fees, disbursements, and costs) of correcting any of the aforesaid matters or exercising any one or more of Owner’s remedies set forth in this contract.

ARTICLE 6 - SUBCONTRACTORS AND SUPPLIERS

- 6.1** Contractor shall perform the work with its own personnel and under the management, supervision, and control of its own organization unless otherwise approved by Owner in writing.
- 6.2** All subcontractors, suppliers, and subcontract used by Contractor shall be acceptable to, and approved in advance by, Owner. All subcontractors or suppliers used by Contractor must agree to be bound by the terms, provisions and conditions of this contract so far as they are applicable to the work undertaken by the subcontractor or supplier. Owner’s approval of any subcontractor or supplier shall not relieve Contractor of full responsibility and liability for the provision, performance, and completion of the work in full compliance with, and as required by or pursuant to, this contract.

- 6.3 Contractor agrees, to the extent practicable, to maintain a list of all subcontractors, suppliers, and service providers performing, furnishing, or procuring labor, services, materials, plans, or specifications under the contract.
- 6.4 If any subcontractor or supplier fails to perform the part of the work undertaken by it in a manner satisfactory to Owner, Contractor shall immediately upon notice from Owner terminate such subcontractor or supplier. Contractor shall have no claim for damages, for compensation in excess of the contract price, or for a delay or extension of the contract time as a result of any such termination.
- 6.5 Contractor shall pay all claims for labor, services, or materials, by subcontractors and/or suppliers that pertain to the public improvement or public work.
- 6.6 Nothing in this contract shall be construed to create any contractual relationship between Owner and any subcontractor or supplier.

ARTICLE 7 - INDEMNIFICATION

- 7.1 Contractor agrees that it shall protect, indemnify, and hold harmless the Owner and its respective officers, officials, employees, and agents from and against all actions, claims, costs, damages, demands, expenses, judgments, liabilities, losses, suits, and attorney's fees resulting from the negligence or fault of the Contractor or the Contractor's officers, officials, employees and agents arising out of, resulting from or in any manner connected with the performance or nonperformance of this contract.
- 7.2 Contractor shall, at the option of the Owner defend the Owner with appropriate counsel and shall further bear all costs and expenses, including the expense of counsel, in defense of any suit arising hereunder.

ARTICLE 8 – NON-DISCLOSURE

- 8.1 Contractor agrees that during the term of this agreement, contractor will not disclose any information or data concerning business, law enforcement activities, or individuals involved with law enforcement activities, disclosed to or acquired by contractor as a result of contractor's action in connection with this agreement. Contractor agrees that during the entire term of this agreement, contractor and its employees and agents shall consider and keep as the private and privileged records of Owner, all information, data, figures, records, personnel history, and the like, and will not divulge the same to any person, firm, corporation, or any other entity, and that upon termination of this agreement, contractor and their employees and agents will continue to treat as private and privileged all information, data, figures, records, personnel history, and the like, and will not release any such information to any person, firm, corporation or other entity.
- 8.2 Contractor further agrees to require its employees and agents who have access to the premises to sign a Non-Disclosure Agreement (NDA) to the aforementioned effect, and to file said statement with the City. Violation of said agreement by the contractor or its employees or agents, is considered grounds for termination of employment by the contractor and/or termination of this agreement by the City.

ARTICLE 9 - LABOR STANDARDS

- 9.1 The Contractor shall comply with the applicable state and/or federal labor standards and shall cause appropriate provisions to be inserted in subcontracts to insure compliance therewith. Owner reserves the right to terminate this contract if Contractor, any subcontractor, or supplier breaches any of the applicable labor standards, including but not limited to Occupational Safety and Health Administration (OSHA), National Fire Protection Association (NFPA), and Americans with Disabilities Act (ADA) regulations.
- 9.2 Prior to the commencement of this contract, and in connection with any change of contractor's employees who will be physically present on the City's premises, contractor shall furnish the City with a list of the employees' names, their dates of birth, and their social security numbers. A background check will be completed for all of Contractor's employees who work on said premises. City shall have the right to approve, within the absolute discretion of the City, all such employees of the contractor prior to their work in the

facility. Having an unapproved employee on the premises or doing work in the facility is grounds for immediate cancellation of this contract.

ARTICLE 10 - NON-DISCRIMINATION

During the term of this contract the Contractor shall not discriminate against any person based on race, color, national origin, gender, age, disability, sexual orientation, religion, or marital status.

ARTICLE 11 - AFFIRMATIVE ACTION

During the term of this contract Contractor shall comply with all applicable affirmative action mandates.

ARTICLE 12 - EQUAL EMPLOYMENT

During the term of this contract Contractor shall comply with all applicable equal employment obligations.

ARTICLE 13 - SAFETY OF WORK SITE

13.1 Contractor shall be responsible for providing and maintaining safe conditions at the work site while performing services under this Contract. Contractor shall take all safety precautions as shall be necessary to comply with all applicable laws and to prevent injury to persons and damage to property.

13.2 Contractor shall ensure a drug free environment in accordance with Federal regulations.

ARTICLE 14 - DISPUTES AND REMEDIES

14.1 To avoid and settle without litigation Owner and Contractor agree to engage in good faith negotiations regarding any disputes that may arise.

14.2 If the dispute resolution procedure set forth in ARTICLE 14.1 fails to resolve any dispute to the satisfaction of Owner or Contractor, either party shall be entitled to pursue such remedies as it may have in law or equity.

ARTICLE 15 - GOVERNING LAWS/VENUE

15.1 This contract and the rights and obligation of Owner and Contractor under this contract shall be interpreted according to the laws of the State of Iowa.

15.2 Venue, as to any dispute that may arise under this contract, shall be in the Circuit Court, County of Wapello, in the State of Iowa.

ARTICLE 16 - RELATIONSHIP OF PARTIES

16.1 Contractor shall act as an independent contractor in providing and performing the work under this contract.

16.2 Nothing in, or done pursuant to, this contract shall be construed to create the relationship of principal and agent, partners, or a joint venture between Owner and Contractor.

ARTICLE 17 – ASSIGNMENT

17.1 Contractor shall not assign this contract in whole or in part.

17.2 Contractor shall not assign any of its rights or obligations under this contract.

17.3 Contractor shall not assign any payment due or to become due under this contract.

ARTICLE 18 - BINDING EFFECT

18.1 Owner and Contractor represent and warrant that it has carefully reviewed and fully understands this contract, including its attachments.

18.2 This contract shall be binding upon and shall inure to the benefit of Owner and Contractor and upon their respective heirs, executors, administrators, personal representatives, and permitted successors and assigns.

ARTICLE 19 - SEVERABILITY

19.1 The provisions of this contract shall be interpreted, when possible, to sustain their legality and enforceability as a whole.

19.2 In the event any provision of this contract shall be held invalid, illegal, or unenforceable by a court of competent jurisdiction, in whole or in part, neither the validity of the remaining part of such provision, nor the validity of any other provision of this contract shall be in any way affected thereby.

ARTICLE 20 – AMENDMENTS

No modification, addition, deletion, revision, alteration or other change to this contract shall be effective unless, and until such is reduced to writing and executed by Owner and Contractor.

IN WITNESS WHEREOF, this Contract has been executed in Triplicate on the date first herein written.

CITY OF OTTUMWA

Rick Johnson, Mayor

ATTEST:

Chris Reinhard, City Clerk

Contractor

By: _____

Address

"APPENDIX B"

**COST PROPOSAL FORM: CONTRACTUAL JANITORIAL SERVICES
OTTUMWA/WAPELLO COUNTY LAW ENFORCEMENT CENTER**

TO WHOM IT MAY CONCERN:

The undersigned has examined the advertisement regarding the Request For Proposal (RFP) and detailed specifications for Contractual Janitorial Services and agrees to furnish said services in accordance with those documents.

Dollar amounts should be entered as the total price per month for both the Ottumwa Police Department (OPD) area AND the shared space by OPD and Wapello County Sheriff Office (WCSO). The Combined Monthly Fee² is the sum of the monthly rate for the two designated areas.

	OPD ONLY	SHARED SPACE - OPD/WCSO	COMBINED MONTHLY FEE
(1 st - 12 months) 7/8/24-6/30/25	\$ 1,710.00	\$ 340.00	\$ 2,050.00
(2 nd - 12 months) 7/1/25-6/30/26	\$ 1,710.00	\$ 340.00	\$ 2,050.00
<i>Optional</i>			
(3 rd - 12 months) 7/1/27-6/30/28	\$ 1,710.00	\$ 340.00	\$ 2,050.00

It is understood that the City reserves the right to accept or reject any or all proposals, to disregard any informality in connection therewith, or to accept any proposal which in its opinion is to the best interest of the City.

If my proposal is accepted, the undersigned further agrees to enter into a contract for delivery of said services according to instructions as issued by the City and at the time requested.

Rodrigo Perez
By: (please print/type name)

Business Development
Title

Stratus Building Solutions
Company Name

515-213 0203
Telephone

1001 Office Park, RD,

Suite 201, West Des Moines, IA
Address 5025

Rodrigo Perez
Signature

6/10/24
Date

² Local Preference: Ordinance 2937-2004 gives a three percent (3%) preference to vendors located within the corporate limits on proposals accepted by the City.

CONTRACT

This contract made and entered into in triplicate at Ottumwa, IA this ____ day of _____ by and between **CITY OF OTTUMWA, IA.**, hereinafter called the "OWNER" and _____ hereinafter called the "CONTRACTOR".

WITNESSETH:

The Contractor hereby agrees to furnish all labor, tools, materials, transportation and equipment necessary to fulfill the contract consisting of: **Janitorial contractor as stated in the request for proposals and signed proposal and all related addendums included as part of this contract. Contract to commence July 8, 2024. Price will be \$ _____ per month.**

In the following location to wit: **Ottumwa/Wapello County Law Enforcement Center – Police Department.**

It is understood and agreed:

The "Owner" shall have the right to deduct said liquidated damages from any monies in its hands, otherwise due, or to become due, to said Contractor or to sue for and recover compensation for damages for non-performance of this contract.

The Contractor must comply with all Federal, State and Local Laws and Ordinances. In addition, all OSHA, NFPA and ADA regulations must be complied with.

Section 422.45 of the 2009 code of Iowa, required the contractor to pay sales or use tax on materials or equipment used or supplied during contract. All contractors shall prepare and require their subcontractors to prepare, sign and acknowledge before a Notary Public the Iowa Department of Revenue Form 35-002, listing their respective expenses for all materials and equipment that becomes an integral part of the completed project. All contractors shall file with the Owner executed copies of these forms. Receipt of said executed forms by the Owner shall be a pre-requisite of final payment for retained percentage of contract price to the contractor.

In the event any service tax is paid by the Contractor, the Contractor shall also include in the Form 35-002, aforementioned, a listing of such services furnished which become an integral part of the project under the contract.

Upon completion of said work, the Owner agrees to pay to the Contractor therefore, the prices as set out, said payment to be made upon presentation of an invoice for aforesaid services.

A certificate of insurance for liability, bodily injury, and property damage, satisfactory to the Owner, in the amount of \$300,000. For each person bodily injury and \$1,000,000 per occurrence of or aggregate limit, or \$1,000,000 combined single limit. The Owner must be included as an additional insured to the certificate of insurance. Also, Worker's Compensation coverage in accordance with State of Iowa statutes must be provided.

In addition contractor will be required to carry a Janitorial Service Bond in the amount of \$10,000.

Contractor agrees that during the term of this agreement, contractor will not disclose any information or data concerning business, law enforcement activities, or individuals involved with law enforcement activities, disclosed to or acquired by contractor as a result of contractor's action in connection with this agreement. Contractor agrees that during the entire term of this agreement, contractor and its employees and agents shall consider and keep as the private and privileged records of City, all information, data, figures, records, personnel history, and the like, and will not divulge the same to any person, firm, corporation, or any other entity, and that upon termination of this agreement, contractor and their employees and agents will continue to treat as private and privileged all information, data, figures, records, personnel history, and the like, and will not release any such information to any person, firm, corporation or other entity.

Contractor further agrees to require its employees and agents who have access to the premises to sign a written statement to the aforementioned effect, and to file said statement with the City. Violation of said agreement by the contractor or its employees or agents, is considered grounds for termination of employment by the contractor, and/or termination of this agreement by the City.

Prior to the commencement of this contract, and in connection with any change of contractor's employees who will be physically present on the City's premises, contractor shall furnish the City with a list of the employees' names, their dates of birth, and their social security numbers. A background check will be completed for all of Contractor's employees who work on said premises.

City shall have the right to approve, within the absolute discretion of the City, all such employees of the contractor prior to their work in the facility. Having an unapproved employee on the premises or doing work in the facility is grounds for immediate cancellation of this contract.

Contractor hereby agrees to and shall defend, indemnify and save harmless the Owner and any jurisdiction or agency issuing permits for any work included in the improvement, their officers, agents and representatives from all suits, actions, loss, damage, expense, cost, or claims of any character or any nature brought on account of any injuries including death or damage sustained by any person or property arising out of the work done, whether such injuries to person or damage to property are due or claim to be due to any negligence of the Owner, its employees or agents or any other person, in fulfillment of the Contract under the terms of this agreement, or on account of any act or omission by the Contractor or his agents, or from any claims or amounts arising or recovered under Worker's Compensation laws or any other law, by-laws, ordinance or order of decree.

Contractor shall, at the option of the Owner defend the Owner with appropriate counsel and shall further bear all costs and expenses, including the expense of council, in defense of any suit arising hereunder.

Contractor will insure a drug free environment in accordance with Federal regulations.

IN WITNESS WHEREOF, this Contract has been executed in Triplicate on the date first herein written.

CITY OF OTTUMWA

Rick Johnson, Mayor

ATTEST:

Chris Reinhard, City Clerk

Contractor

By:

Address

CITY OF OTTUMWA, IOWA

PROPOSAL FOR CONTRACTUAL JANITORIAL SERVICES FOR THE
OTTUMWA/WAPELLO COUNTY LAW ENFORCEMENT CENTER.

Date

TO WHOM IT MAY CONCERN:

The undersigned has examined the advertisement for bid and detailed specifications for Contractual Janitorial Services and agrees to furnish said services in accordance with those documents.

TOTAL PRICE PER MONTH FOR OTTUMWA POLICE DEPARTMENT AREA

**TOTAL PRICE PER MONTH FOR AREA SHARED BY
OTTUMWA POLICE DEPT./WAPELLO COUNTY SHERIFF**
(To be divided equally and reflected on the invoice of each entity.)

It is understood that the City reserves the right to accept or reject any or all proposals, to disregard any informality in connection therewith, or to accept any proposal which in its opinion is to the best interest of the City.

Local Preference: Ordinance 2937-2004 gives a 3% preference to vendors located within the corporate City limits on bids accepted by the City.

If my bid is accepted, the undersigned further agrees to enter into a contract for delivery of said services according to instructions as issued by the City and at the time requested.

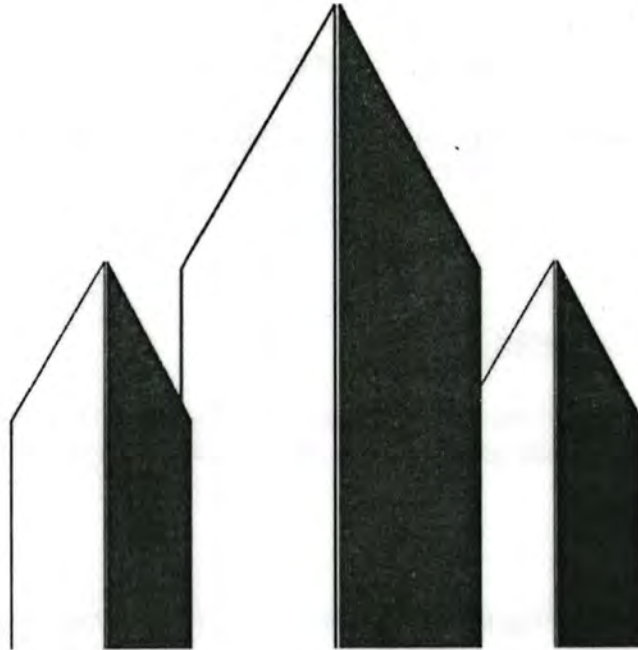
Name of Company

Phone Number

By _____
Authorized Signature

Date

Title



STRATUS

BUILDING SOLUTIONS

Commercial Cleaning Proposal

Presented For:

City Of Ottumwa PD

Presented By:

Rodrigo Perez | rsperez@stratusclean.com | [515-344-3011]
www.stratusbuildingsolutions.com





1001 Office Park Rd, Suite 201
West Des Moines, IA
50265

City Of Ottumwa PD

Dear **Kristen Mithcell**

I would like to thank you for the opportunity to provide you with a customized Stratus Building Solutions cleaning and disinfecting solution proposal for your cleaning needs. After thoroughly measuring your facility, listening carefully to your requirements and mixing in our professional knowledge of the industry, I think you'll find this cleaning program to be detailed and inclusive.

Based on our conversation

Stratus is excited for the opportunity to prove ourselves to you. We know that with this unique profile of ownership, **competitive pricing** and an emphasis on consistent **quality and reliability**, Stratus will always be able to deliver what was promised..

Your specifically tailored cleaning solution is on the following pages. If after reading it, you have any questions or need to make any final adjustments, please feel free to call. Otherwise, all that is needed to get started is your signature.

Best Regards,

Rodrigo Perez
Business Development Representative



1001 Office Park Rd, Suite 201
West Des Moines, IA
50265

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1001 Office Park Rd, Suite 201
West Des Moines, IA
50265

For All Your Building Cleaning Needs

Who is Stratus?

Stratus Building Solutions is a commercial cleaning franchise organization that started in 2006 and has over 50 regional offices and more than 2,000 franchises that provide regular cleaning services at over 10,000 locations across the US and Canada.

Stratus Building Solutions of Des Moines, Iowa

- Locally owned and operated since 2009
- Providing services to over 600 customers across the IOWA area.
- Stratus Building Solutions is the international leader in green cleaning services

Dedicated Local Team

From your professional cleaning service providers to your regional support office, the entire Stratus team is here to meet your facility's needs.

Cleaning Professionals

Stratus service providers are expertly trained and certified in cleaning facilities of all types.

The current environment calls for an enhanced approach to a comprehensive cleaning and disinfecting program for your facility. Stratus will help you design just such a program based on your type of business, number of employees and visitor/client traffic.

Emergency Support

Have an emergency? Reach your cleaning team directly or via the regional office.

Going Green

Green cleaning is our standard, and we can help you maintain that effort by providing supply orders that include items like post-consumer recycled paper products and environmentally friendly hand soaps.

Insurance Included

Stratus provides \$2 million General Liability Insurance Coverage, Worker's Compensation, \$50,000 Janitorial Bond/theft policy coverage to every customer with every contract.

Cleaning for Health and the Environment

Environmental leadership is one of Stratus Building Solutions' strategic objectives extending to our customers. Responsibly cleaning for customer's health and for the environment is a crucial part of Stratus Building Solutions environmental leadership in the commercial cleaning industry.

- Stratus exclusively uses Green Seal Certified products
- Environmentally friendly procedures are our standard
- Allergen micro-filtered vacuums and low VOC chemicals make your facility virtually allergen-free

Stratus Building Solutions is committed to providing environmentally friendly cleaning services in everything we do, from conservation of materials and products to recycling. We strongly believe that responsible environmental practices make good business sense.



Stratus Green Clean Chemicals

Our Green Cleaning Comes Standard

- Green Seal Certified products
- Improve productivity and morale
- Improve indoor air quality
- Meet and exceed state standards for VOC compliance
- Non-Toxic, no known carcinogens
- Reduced environmental & health risks associated with cleaning products, particularly for sensitive groups



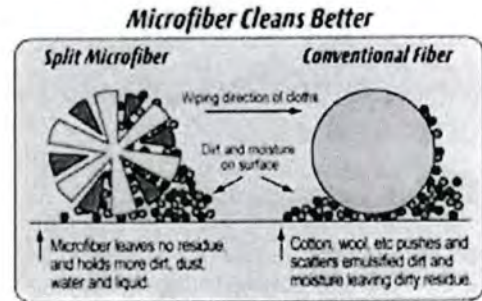


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West Des Moines, IA
50265

Microfiber Cleaning Techniques

The next level of cleaning, waste reduction and cross-contamination prevention

Contributes to better indoor air quality with superior dust and dirt containment source reduction, uses less water and chemicals and lasts longer than conventional products. Our products are color-coded to match our Green Seal Certified cleaning chemicals to help prevent cross-contamination between cleaning areas like restrooms and kitchen areas.



Branded Pro-Team HEPA Vacuum

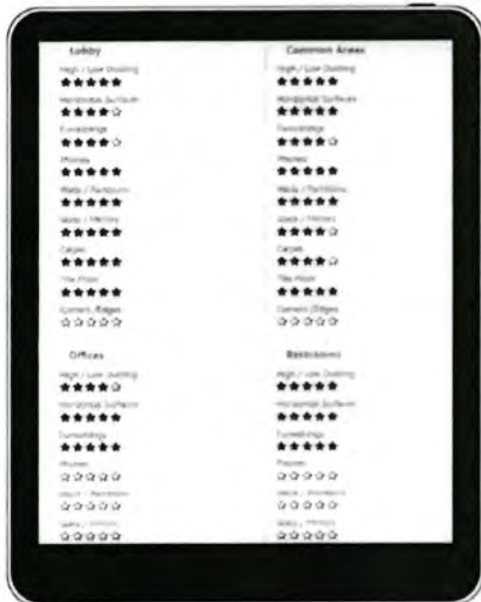
Certified Gold Level by the Carpet and Rug Institute. The combination of Microfilters and Micro-Tex filters removes hair, pollen, dust, molds and most bacteria particles down to .3 microns at a **99.8% efficiency rating**.

Our Promise to You

Professionalism and Quality

This is vital to achieving our ambitiously high standards and meticulous attention to detail.

- Certified cleaning professionals
- 50-Point quality audits performed routinely
- Close communication between providers, regional support office and you
- Uniforms and ID badges utilized by all staff
- Latest cleaning technology
- Effective green clean services



Reliability

Is imperative to achieve our 100% customer satisfaction pledge.

- Prompt service
- Fully trained and experienced staff
- Ample resources to tackle each job
- Emergency support available



1001 Office Park Rd, Suite 201
West Des Moines, IA
50265

Your Service Schedule

City Of Ottumwa PD

210 W Main Street Ottumwa, IA 52501

Areas Serviced

- Lobby & Entrance Ways
- Common/Shared Areas
- Hallways
- Restrooms
- Stairwells
- Dispatch

Areas Not Serviced

- No cleaning of outside entrance area
- No cleaning of parking lots
- No cleaning of big warehouse

General Cleaning

	Every Clean	Weekly	Monthly
Dust horizontal surfaces - desk, credenza, counter and file cabinet tops		X	
Clean open horizontal surfaces		X	
Clean surfaces, high touch surfaces and outsides of appliances in Kitchen / Break Room	X		
Entrance doors and internal glass partitions cleaned of fingerprints and smudges	X		
Empty all trash, wastepaper and recycling receptacles and replace liners as needed	X		
Disinfect all telephone receivers and dust phone bases		X	
Disinfect light switches, light switch plate covers and door handles	X		
High dusting - air vents, tops of doors, door frames, ceiling corners			X
Low dusting - front and sides of desks, legs of chairs, tables and chair bases			X
Furniture - vacuum fabric and wipe down other surfaces to remove dust and lint			X

Special Note :



1001 Office Park Rd, Suite 201
 West Des Moines, IA
 50265

Floor Care

Carpet, Cement

	Every Clean	Weekly	Monthly
Vacuum, sweep or dust mop all hard surface floors	X		
Vacuum all carpeted traffic areas	X		
Thoroughly mop all hard surface floors	X		
Detail vacuuming of carpeted areas			X
Detail vacuum carpet edges and corners along walls and partitions			X
Dust all baseboards			X

Restroom Cleaning

	Every Clean	Weekly	Monthly
Clean and disinfect countertops, washbasins, toilets, toilet seats and urinals	X		
Clean and disinfect all dispensers, fixtures and mirrors	X		
Empty trash receptacles	X		
Empty sanitary napkin receptacle and disinfect	X		
Spot clean partitions and tile walls	X		
Restock hand soap, paper products, and soap from customer stock	X		
Disinfect partition handles, door handles and light switches	X		
Clean and sanitize outsides of dispensers and trash receptacles	X		
Replenish all soap and lotion dispensers	X		
Sweep and thoroughly mop the floor with germicidal solution	X		
High dust - tops of partitions, air vents, mirror frames and tops of doors		X	
Clean and disinfect restroom partitions and walls around toilets and urinals		X	



1001 Office Park Rd, Suite 201
West Des Moines, IA
50265

One-Time Initial deep clean to restore building to appropriate cleaning standards (Optional):

- High dusting - tops of doors, fixtures, shelves, and all vents
- Sanitize and wipe down all high touch surfaces - door handles, light switches, ect
- Sanitize and wipe down all open horizontal surfaces
- Remove fingerprints and smudges from entry glass
- Thoroughly sweep mop and vacuum all hard surfaces floors - corner to corner
- Thoroughly vacuum all carpet areas corner to corner
- Clean and disinfect bathrooms - top to bottom - Clean tops and sides of toilets

Additional Services and Specialties

If you have a special need we will make every effort to accommodate you

- Carpet cleaning - \$0.27-\$0.35 per square foot (\$200.00 minimum)
- Electrostatic disinfecting - \$0.05 - \$0.08 per square foot (\$300.00 Minimum)
- Hard floor cleaning - \$0.35 - \$0.48 per square foot (\$200.00 minimum) strip/wax
- Hard floor cleaning - \$0.25- \$0.32 per square foot (\$200.00 minimum) machine scrub
- Window cleaning - \$5.00 - \$25.00 per window per side for Interior and Exterior window cleaning (Depends on size of window) (\$100.00 minimum)
- Construction cleanup - \$35.00 per hour
- Janitorial supplies - billed separately
- Recommended Floor Work: Machine Scrub Hard Flooring 1 X Per Quarter - 4 x yearly - \$350.00 per time

Electrostatic Deodorization and Disinfection Services: Victory Innovations

Stratus Building Solutions provides special disinfection and deodorizing services utilizing the leading electrostatic application systems. These services are used with disinfectants for hospitals, schools, daycares, veterinary clinics, medical offices and other businesses. Disinfecting services are ideal for high-traffic businesses, or those who provide services to sensitive populations like clinics and hospitals. Avoid the spread of colds and flus all year long and inquire today about one-time or recurring disinfection services.



- Receive more effective disinfectant and odor control with less chemical use. Using electrostatic technology, surfaces are sanitized and/or deodorized using 65% less chemical than traditional methods.
- No area is too large or small for the Victory Innovations Electrostatic Sprayer. Portable and quick and effective application for most materials.
- Protect your staff and customers by asking today about an additional sanitation service schedule from Stratus Building Solutions.

Stratus Onboarding Process

Proposal	1	<ul style="list-style-type: none">- After the initial appointment, a proposal will be drawn up to meet the requests and needs of your facility.- The proposal will outline each area that will be cleaned, the frequency of each cleans and the pricing.
Review	2	<ul style="list-style-type: none">- Client to review proposal and request any adjustments to types of services and frequency.- Please take a moment to carefully review the contract and terms and conditions.
Signature	3	<ul style="list-style-type: none">- Send confirmed proposal to your Stratus contact.- We will set an approximate start date to begin services.- If your incumbent company has a contract in place, confirm exit plan and timeframe.
Walkthrough	4	<ul style="list-style-type: none">- Your Service Provider will coordinate with you on the work schedule and frequency of services at your facility.- If necessary, we can arrange for special services, like carpet cleaning or hard floor care at this time.- Keys and access codes will need to be provided by the client.- Both parties will exchange emergency contact information.
Service Begins	5	<ul style="list-style-type: none">- Schedule initial clean with extra time considerations.- Our operations team will conduct a quality audit after your initial clean to assure your needs are met.
Throughout Contract	6	<ul style="list-style-type: none">- Recurring quality audits will be conducted by our operations team.- Our services providers and operations team will be readily available to answer any questions and provide additional assistance as needed.- We will provide a log book for your facility to ensure a clear record of communication between our Service Providers and your designated contact person.



1001 Office Park Rd, Suite 201
West Des Moines, IA
50265

Service Agreement

This Service Agreement, dated **6/10/24**, is made between **Stratus Building Solutions** ("STRATUS Region") and **City Of Ottumwa PD** ("CLIENT"). Both STRATUS Region and CLIENT agree that the STRATUS Region cleaning service will begin on _____, 2024 under the following terms and conditions.

1. CLIENT agrees to contract STRATUS Region to arrange for the performance of cleaning services according to the attached cleaning schedule. This Agreement is for twelve consecutive months without interruption. This Agreement will commence on the latter of the dates between the one designated on the signature page and the actual date services begin.
2. This Agreement is obtained by STRATUS Region for the performance by a STRATUS Franchisee who will comply with the terms and conditions of this agreement. The STRATUS Franchisee selected to service this CLIENT will be introduced prior to the start date of service.
3. The STRATUS Franchisee has successfully completed the STRATUS Brand Certification Program and carries all required certifications and insurance. The insurance carried by the STRATUS Franchisee names the CLIENT as an additionally insured.
4. Six of the nationally recognized holidays have been taken into consideration during the calculation of this proposal. These include New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. If work is performed on these days, additional charges may apply.
5. STRATUS Region will invoice CLIENT on the first day of each month, and CLIENT agrees to pay STRATUS Region the amount that is due and owed under the terms of this Agreement by the 10th of the month. Late payments will incur service and finance charges. In the event of default on payment, CLIENT agrees to pay any costs for collection and/or attorney fees incurred by STRATUS Region and/or STRATUS Franchisee.
6. This Agreement may be terminated for non-performance only, and the Client must give the STRATUS Region and STRATUS Franchisee written notice, specifying in detail, the nature of any defect in performance. STRATUS Region and STRATUS Franchisee shall have thirty (30) days to cure specified defects. If the specified defects have not been cured at the end of the thirtieth (30) day, the Client shall notify STRATUS Region and STRATUS Franchisee in writing of failure to cure, and the agreement shall terminate thirty (30) days from date of said notice. All written notices must be timely and via certified mail.
7. CLIENT agrees to verbally notify STRATUS Region and STRATUS Franchisee of any non-performance issues, in detail, prior to written notification.
8. CLIENT agrees that during the term of this Agreement and within ninety (90) days after the termination of this agreement, they will not employ directly or indirectly any employees, agent representatives or franchisees associated with the STRATUS system.



1001 Office Park Rd, Suite 201
West Des Moines, IA
50265

9. This Agreement is for a term of three (3) year, and shall automatically renew on the anniversary date, with the same terms and conditions, unless either party shall give written notice of termination, at least sixty (60) days, but no more than ninety (90) days prior to said anniversary date.

10. Subsequent to the first anniversary of this Agreement, the price of this Agreement may be increased commensurately with any increase in the federal consumer price index. The STRATUS Franchisee STRATUS Region will notify CLIENT of any increase at least 30 days prior to said increase.

11. Upon acceptance of the Agreement by STRATUS Franchisee, STRATUS Region may assign this Agreement to STRATUS Franchisee for performance of the cleaning services hereunder, but STRATUS Region may retain the right for billing and collection on behalf of STRATUS Franchisee.

Client Name: _____

Client Signature: _____

Client Title: _____

Date Signed: _____



1001 Office Park Rd, Suite 201
West Des Moines, IA
50265

Our Agreement Current Service

Both STRATUS Region and **City Of Ottumwa PD** do agree to all terms, conditions, cleaning schedule and pricing as outlined in this Agreement. Stratus will provide all the necessary cleaning chemicals and equipment. **City Of Ottumwa PD** will provide all paper products, hand soap and replacement liners for trash receptacles.

Service provided: **7x per week**

Monthly Janitorial Billing:

Police side: \$1,710

Shared Spaces: \$340

Total monthly Janitorial Billing: \$2,050

(Optional) One-Time Initial deep clean to restore building to appropriate cleaning standards: **\$250 (Initial here)** _____

****Note/Payment Option: This pricing includes a 5% discount for payments received by check or ACH. All other forms of payments such as credit cards will be at 5% per month added.**

Service Address:

210 W Main Street Ottumwa, IA 52501

CLIENT

STRATUS Region

By: _____

By: Rodrigo Perez

Title: _____

Title: Business Development Rep.

Date: _____

Date: _____

Approximate Start Date: _____

This proposal assumes that if it is granted, all parties will work together to maintain a mutually agreeable cleaning solution. We reserve the right to withdraw this proposal if it is not accepted within 30 days.

Stratus Building Solutions
Proposal PD Janitorial Services
Rodrigo Perez

received
10/11/24 E. Rodriguez

received
6-26-24 820

Item No. I.-1.

boxicon

CITY OF OTTUMWA Staff Summary

**** ACTION ITEM ****

Council Meeting of: Jul 2, 2024

Fire
Department

Pat Short
Prepared By
Pat Short
Department Head


City Administrator Approval

AGENDA TITLE: Resolution No. 149-2024 - Authorizing prepayment for 2024 Sutphen Fire Apparatus to receive discounted pricing.

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution No. 149-2024.

DISCUSSION: City Council passed Resolution No. 14-2024 on January 16, 2024; authorizing the purchase of a new fire apparatus from Sutphen to replace vehicle #308 in the fleet which is a 1996 Pierce aerial with a 65' aerial. The aerial component has been out of service for nearly four years due to corrosion. This purchase was approved by the Fleet Committee on 10/18/2023. This apparatus from Sutphen was offered for \$869,400.34. The current bid price is now \$869,400.40. Sutphen offers four different options for prepayment to receive a discount. The best is option 4 that provides a discount of \$11,592.01 if the full amount is paid within 30 days (before 7/20/2024). This makes the final selling price of the Sutphen Fire Apparatus \$857,808.39.

Source of Funds: Bond Proceeds

Budgeted Item: Budget Amendment Needed: No

Resolution No. 149-2024

A resolution to prepay for a new fire truck

WHEREAS, the City of Ottumwa, Iowa operates the Ottumwa Fire Department and;

WHEREAS, The Ottumwa Fire Department has received Council support to replace a 1996 Pierce Fire Truck and;

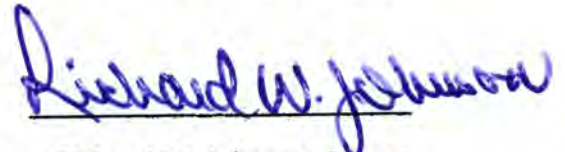
WHEREAS, The City Council has agreed to purchase a new pumper apparatus and;

WHEREAS, The Sutphen Corporation has offered a Prepayment Discount of \$11,592.01 if paid within 30 days and;

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF OTTUMWA, IOWA THAT: The Sutphen Corporation be paid \$857,808.39 before 7/20/2024.

APPROVED, PASSED, AND ADOPTED this 2nd day of July, 2024.

CITY OF OTTUMWA, IOWA



Richard W. Johnson, Mayor

ATTEST:



Christina Reinhard, City Clerk



PROPOSAL

TO THE:
Ottumwa Fire Department
Attn: Pat Short
201 N Wapello St
Ottumwa, IA

DATE: December 28th, 2023

We hereby propose and agree to furnish the following firefighting equipment upon your acceptance of this Proposal:

**One (1) Sutphen Custom Pumper Demo (G9- HS8039) Complete and Delivered for
the Total Sum of \$ 869,400.34**

The apparatus and equipment being purchased hereunder shall be completed within approximately 10 months after Sutphen's receipt and approval of Purchaser's acceptance of this Proposal.

This Proposal shall be valid for thirty (15) days. If a Purchase Agreement or Purchase Order is not received by Sutphen within 15 days of the date of this Proposal, Sutphen reserves the right to extend, withdraw, or modify this Proposal, including pricing, delivery times, and prepayment discounts, as applicable.

Respectfully submitted,



Ben Brown

Legacy Fire Apparatus
Authorized Representative for Sutphen Corporation

(877)374-0353



Sutphen Corporation
PO Box 5074
Greensburg, PA 15601-5058
Tel 614.889.1005 800.848.5860
Fax 614.889.0874 www.sutphen.com

INVOICE

DATE: 06/24/24
NUMBER: HS-8039

SOLD TO: City of Ottumwa
201 N. Wapello St.
Ottumwa, IA 52501

ORDER NO: HS-8039	DATE: 01/16/24	CUSTOMER'S PO #:	SALES REP: BB	PREPARED BY: SJ	TERMS: Payable within 30 days.
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ITEM / DESCRIPTION:

To Invoice for 100% Prepayment to be made on one Sutphen Custom Pumper in the Amount of \$869,400.34

AMOUNT:
\$ 857,808.39

*If the prepayment is received within 30 days of invoice, a discount of \$11,592.01 will be applied for a Final Selling price of \$857,808.39

NOTE: TO INSURE PROPER CREDIT TO YOUR ACCOUNT, PLEASE RETURN ONE COPY WITH PAYMENT AND SHOW INVOICE NUMBER ON YOUR CHECK.

the property, staff recommends removing the assessments. If the assessments are not removed and Sanchez does not take the tax sale certificate, the City will have to continue to maintain the property and is very unlikely to ever collect payment for the assessments.

The language of this resolution is slightly different from previous resolutions removing special assessments because prior to 2006 assessments were not applied by resolution, instead the City provided a letter to the County detailing weed cutting assessments for the season.

RESOLUTION NO. 151-2024

A RESOLUTION REMOVING SPECIAL ASSESSMENTS APPLIED TO PARCEL NO. 00741-007-0009-000, A VACANT LOT ON GROVE STREET, ON RESOLUTION NO. 12-2006 AND ON THE WEED CUTTING ASSESSMENT LETTERS FOR THE MOWING SEASONS 2003, 2002, 2001, 2000, 1999 AND 1995

WHEREAS, Resolution No. 12-2006 included an assessment for delinquent mowing fess for Parcel No. 00741-007-0009-000 in the amount of \$152.00 plus \$9.00 in administrative costs; and

WHEREAS, prior to the 2006 mowing season, weed cutting assessments were applied by a letter from the City rather than by resolution; and

WHEREAS, the Mowing Season 2003 weed cutting assessment letter included an assessment for delinquent mowing fess for Parcel No. 00741-007-0009-000 in the amount of \$142.00 plus \$9.00 in administrative costs; and

WHEREAS, the Mowing Season 2002 weed cutting assessment letter included two assessments for delinquent mowing fess for Parcel No. 00741-007-0009-000 in the amount of \$130.00 plus \$9.00 in administrative costs and \$155.00 plus \$9.00 in administrative costs; and

WHEREAS, the Mowing Season 2001 weed cutting assessment letter included an assessment for delinquent mowing fess for Parcel No. 00741-007-0009-000 in the amount of \$65.00 plus \$9.00 in administrative costs; and

WHEREAS, the Mowing Season 2000 weed cutting assessment letter included an assessment for delinquent mowing fess for Parcel No. 00741-007-0009-000 in the amount of \$65.00 plus \$9.00 in administrative costs; and

WHEREAS, the Mowing Season 1999 weed cutting assessment letter included an assessment for delinquent mowing fess for Parcel No. 00741-007-0009-000 in the amount of \$80.00 plus \$9.00 in administrative costs; and

WHEREAS, the Mowing Season 1998 weed cutting assessment letter included an assessment for delinquent mowing fess for Parcel No. 00741-007-0009-000 in the amount of \$55.00 plus \$9.00 in administrative costs; and

WHEREAS, the Mowing Season 1997 weed cutting assessment letter included an assessment for delinquent mowing fess for Parcel No. 00741-007-0009-000 in the amount of \$40.00 plus \$4.00 in administrative costs;

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

The special assessments for Parcel No. 00741-007-0009-000 in the amount of \$884.00 including administration costs and all interest be removed from Resolution No. 12-2006 and from the weed cutting assessment letters for the Mowing Seasons 2003, 2002, 2001, 2000, 1999, 1995.

Approved, passed and adopted this 2nd day of July 2024.



ATTEST:

Chris Reinhard

Chris Reinhard, City Clerk

CITY OF OTTUMWA, IOWA

BY Richard W. Johnson

Richard W. Johnson, Mayor

STATEMENT OF TAXES

Laurie L. Fountain
 Wapello County Treasurer
 101 W Fourth St
 Ottumwa, IA 52501-2518 (641) 683-0040
 wapcotreas@wapellocounty.org

Date 05/21/2024

Entity#: 87380
Name: Brown, William L/Karen J
Address: 1019 Boone
City: Ottumwa, IA 52501

*Irene Sanchez wants to
 take assignment
 * Specials **

Statement amounts reflect calculation through end of 5/2024

Receipt Key Dist Parcel/V.I.N.	1st Tax 2nd Due	Interest Due	Drainage INT Due	Cost Total Due
2006/2007-90-00177-01	152.00 ✓	474.00		9.00
400- 00741-007-0009-000 - OTTUMWA 2005 WEED#12/2006				635.00
2004/2005-90-00082-01	142.00	494.00		9.00
400- 00741-007-0009-000 - 2003 OTTUMWA WEED				645.00
2003/2004-90-00091-01	130.00 ✓	476.00		9.00
400- 00741-007-0009-000 - OTTUMWA 2002 WEED				615.00
2003/2004-90-00192-01	155.00 ✓	567.00		9.00
400- 00741-007-0009-000 - OTTUMWA 2002 WEED				731.00
2002/2003-90-00090-01	65.00 ✓	250.00		9.00
400- 00741-007-0009-000 - 2001 OTTUMWA WEED				324.00
2001/2002-90-00074-01	65.00	261.00		9.00
400- 00741-007-0009-000 - 2000 OTTUMWA WEED				335.00
2000/2001-90-04359-01	80.00 ✓	336.00		9.00
400- 00741-007-0009-000 - 1999 OTTUMWA WEED				425.00
1999/2000-90-04282-01	55.00 ✓	241.00		9.00
400- 00741-007-0009-000 - OTTUMWA 1998 WEED CUTTING				305.00
1996/1997-90-03624-01	40.00	197.00		4.00
400- 00741-007-0009-000 - 1995 OTTUMWA WEEDS				241.00

STATEMENT OF TAXES

Laurie L. Fountain
Wapello County Treasurer
101 W Fourth St
Ottumwa, IA 52501-2518 (641) 683-0040
wapcotreas@wapellocounty.org

Date 05/21/2024

Entity#:
Name: Brown, William L/Karen J
Address: 1019 Boone
City: Ottumwa, IA 52501

Statement amounts reflect calculation through end of 5/2024

Receipt Key Dist Parcel/V.I.N.	1st Tax 2nd Due	Interest Due	Drainage INT Due	Cost Total Due
-----------------------------------	--------------------	-----------------	---------------------	-------------------

Acre: .00

Tax Due:	884.00
Interest Due:	3,296.00
Drainage Interest Due:	
Cost/Admin. Due:	76.00
Grand Total Due:	4,256.00
Total Consolidated Tax:	4,256.00

RESOLUTION NO. 12-2006

A RESOLUTION ASSESSING 2005 WEED MOWING CHARGES AGAINST CERTAIN LOTS IN THE CITY OF OTTUMWA, IOWA

WHEREAS, in accordance with Section 34-28 of the Municipal Code of the City of Ottumwa, Iowa, public notice was given to property owners of the city to cut or destroy any weeds, vines, brush and dead, damaged or unsightly brushes, trees or other offensive growth; and

WHEREAS, upon the failure of the property owner to cut or destroy said growth, the city caused the same to be done by the City of Ottumwa's weed mowing contractor for calendar year 2005, and said costs to be assessed to the owner or owners of the lot or parcel of ground; and

WHEREAS, Section 364.12 of the Code of Iowa allows the City Council to assess costs for abating nuisances against the real estate taxes in the same manner as the property tax, and in accordance with Section 34-31 of the Code of Ordinances (Municipal Code) said costs and expenses associated with the cutting of weeds to be assessed against the owner of said lots or parcels; and

WHEREAS, said costs for the mowing of weeds, vines, etc. for calendar year 2005 are attached and made a part of this resolution.

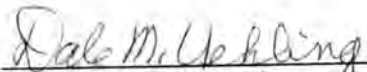
NOW, THEREFORE BE IT RESOLVED that the attached 2005 weed mowing charges be assessed against the respective properties at an interest rate of 9%, beginning January 17, 2006, and the city clerk to certify said assessments to the county treasurer to be collected from the tax rolls.

Passed and adopted this 17th day of January 2006.

City of Ottumwa, Iowa

ATTEST:


Ann Cullinan, City Clerk


Dale M. Uehling, Mayor

<i>NO.</i>	<i>ADDRESS</i>	<i>NAME</i>	<i>LEGAL DESCRIPTION</i>	<i>ASSESSMENT</i>
71	GREEN ST, N	ROBINSON, WM. W.	HUTCHINSON E. COURT, LOT 4, APN 007410810004000	\$109.00
72	GREEN ST, N 121-123	ROYALE INVESTMENT CORP (RON ROJAK)	PT. LOT 166, BLK 15, OTTUMWA ORIGINAL DESCRIBED AS FOLLOWS: COMMENCING ON NW LINE OF GREEN ST 35' NE FROM ALLEY IN SAID BLK, THENCE NW 66', THENCE NE 57', THENCE SE 66', THENCE SW 57', APN 007411240200000	\$92.00
73	GREENWOOD DR 2015	HERRERA, YURIS N / JENY V	WILDWOOD ADD'N., LOT 176, APN 007417300257000	\$226.00
74	GROVE ST 700 BLOCK	WILLIAMS, WILLA MAE WILLIAMS	BAKERS 2ND ADD'N, LOT 19, APN 007410070008000	\$101.00
75	GROVE ST 719	BROWN, WM L/MAREN J	BAKERS 2ND ADD'N, LOT 20, APN 007410070009000	\$152.00
76	HAMMOND ST 1127	DRUMMOND, DOUGLAS G. & RINDA E.	SUNNYSIDE ADD'N., LOT 22 & 23, APN 007417250018000	\$158.00
77	HOLT @ HOLT	ROBINSON, WM. W. ROBINSON	ZOLLERS SUBDIVISION, LOT 2 OF LOT 1, W 1/2 NE SEC. 24-72-14, APN 007414250002000	\$320.00
78	HUGHES 519	CASILLAS, RICHARD	RIVERVIEW ADD'N, LOT 10, BLK 11, APN 007411320022000	\$142.00
79	HUGHES 519 (N/T)	3-C DEVELOPMENT, KELLY REED REAL ESTATE, L.C.	RIVERVIEW ADD'N, LOTS 8 & 9, APNS 007410 & 007410021000	\$142.00
80	IOWA AVE, N 410	LYON, RAYMOND G.	REDMAN'S 1ST ADDN, LOT 21, APN 007411280022000	\$68.00
81	IOWA AVE, N 426	VANDELLI, DANIEL E. & ALICE L.	REDMAN'S 1ST ADD'N., LOT 25, APN 007411280026000	\$59.00

CITY OF OTTUMWA
STAFF SUMMARY

Council Meeting of: Feb. 18, 2003 Item No.: F-6.

JoAnn Winston
Prepared By:

Parks
Department

Bill Perry
Department Head:

AGENDA TITLE: Certification of 2002 Delinquent Weeds Taxes to Wapello County Treasurer for placement on the tax rolls.

+++++

PURPOSE: Listing of properties mowed by City Weeds Contractor to be placed on the tax rolls for collection. This is done in accordance with Section 34-31 of the City Code and Chapter 364.15 of the Code of Iowa.

DISCUSSION: Complaints are received by the Park Department, then a work order is issued for inspection and a photo is taken if offensive growth measured 12 inches or more. Notice is mailed to property owners requesting that offensive growth be removed within 5 (five) days of receiving notice or the Park Department will remove the growth and assess all costs involved to the property taxes.

Year	# of Lots	Assessment	Collection	Percentage
1995	98	\$ 5,814	\$ 3,291	57%
1996	61	\$ 3,796	\$ 2,330	61%
1997	69	\$ 5,238	\$ 5,681	100%
1998	72	\$ 7,051	\$ 5,456	77%
1999	57	\$ 6,200	\$ 5,377	87%
2000	78	\$ 7,167	\$ 4,616	64%

As of December 31, 2002, we have collected \$4,976 for 2001 assessments, which amounted to \$11,902 (133 lots). Number of lots mowed for the year of 2002 is 157, assessment amount \$16,792. The increase in lots mowed is due partly to mowing of derelict properties and number of complaints received on occupied houses.

RECOMMENDATION: Certification to Wapello County Treasurer.

TO: The Honorable Mayor and City Council of the City of Ottumwa, Iowa
 FROM: Park Department

SUBJECT: The following is a list of charges for delinquent weeds taxes in the City of Ottumwa, Iowa in accordance with the law, to be placed on the tax books against the following property for the year of 2002. Each listing has an additional \$15.00 administrative cost to the amount charged.


 Park Director

NAME & ADDRESS	DESCRIPTION	AMOUNT & CONTRACTOR
001. Larry S. Baschnagel 1013 S. Milner	Cowans 2nd Add. Lot 23 Blk 6 # 632-0107	25.83 Garrison
002. Larry S. Baschnagel 1013 S. Milner	Cowans 2nd Add. Lot 24 Blk. 6 # 632-0108	25.83 Garrison
003. Larry S. Baschnagel 1013 S. Milner	Cowans 2nd Add. Lot 25 Blk. 6 # 632-0109	25.83 Garrison
004. John K. & Sharon Bibb 847 Hackberry	Blakes Add. Lot 12 Blk 2 # 012-0007	115.00 Garrison
005. Judy Tarvin 511 Grant	Bakers Add. tract 2 A pt of Lots 7 & 8 Bakers Sub des as folls: Com at a pt on the S line of said lot 8 101.9' E of the SW cor of said lot 8 which is also etc. #009-0011	155.00 Garrison
006. Lick Creek Corp. Next to 1215 Jay St.	Eastview Sub # 1 Lot 29 007410470020	205.00 Garrison
007. Harold & Georgina Martin / Jesse & Molly Dudley Back of 917 Quincy	Pt. S 1/2 NE NW 26-72-14 3rd Add Wormhoudt - Jackson #754-0035	510.00 Garrison
008. Lois Carter Rothlauf 140 East Court	Porter & Co. Sub Lots 4,5,6 ex. pt. sold to Johns NW 38 1/2 Lot 11 & 12 #127-0006	400.00 Garrison
009. Donna Lancy 521 N. Jefferson	Foster & Chambers Lot 6 056-0004	115.00 Garrison

010.	Cecil J. & Ethel M. Smith 915 E. Mary	Clinton Place Lot 11 Blk 14 #628-0193	40.00 Garrison
011.	Curtis D. & Julie A. Blackwell 205 N. Holt	Summers Add. SE 1/2 Lot 3 # 404-0006 07-41-404-0006-000	172.50 Garrison
012.	Ward G. Jr. & Alicia A. Grade 200 N. Blk. Graves	Graves Add. Lot 7 # 336-0007	235.00 Garrison
013.	Patrick Reiley S. Walnut & E. Main	Mannings 1st Lot 35 SE 23' Lot 36 N W 17' # 100-0040	130.00 Garrison
014.	Noeli Losa 1223 Orchard	Haynes Add E 1/2 Lot 60 # 07-41-075-0050-000	127.00 Garrison
015.	Crawford C. & Ruth Withrow 218 Clayton	Warden & Haynes Sub of Gilmores Lot 18 # 07414120018000	165.00 Garrison
016.	Coastal Mart Inc. 921 E. Main	Blakes Add. Lot 14, 15, 16 Blk 19 #0741-012-0242-000	340.00 Garrison
017.	Wm. & Karen Brown 700 Blk Grove	Baker's 2nd Add Lot 20 # 07410070009000	130.00 Garrison
018.	Minnie Six & D. Max Chatterton 923 S. Weller	Harding Park Add Lot 51 Blk 1 07-41-654-0047-000	76.00 Garrison
019.	Minnie Six & D. Max Chatterton 923 S. Weller	Harding Park Add. Lot 52 Blk 1 07-41-654-0048-000	76.00 Garrison
020.	Minnie Six & D. Max Chatterton 923 S. Weller	Harding Park Add. Lot 53 Blk 1 07-41-654-0049-000	76.00 Garrison
021.	Terry Able 506 Camille	Conant & Chambers Add Lot 11 07-41-031-0009-000	47.50 Garrison
022.	Lois Swanson 225 N. McLean	Jacques & Fawcetts Add Lot 3 Ex. NW pt sold 07-41-355-0003-000	115.00 Garrison
023.	Tax Holding LLC McPherson & Tindell	Siberell's 1st Add Lot 40 & 41 #07-41-396-0038-000	70.00 Garrison
024.	Ronald D. & Rhonda Hamm 1140 S. Milner	Jefferson Park Add W 1/2 Lot 339 E. 150 W 1/2 Lot 340 ex E 150' 007416590269000	210.00 Garrison
025.	Richard Ashe & Lawrence Smith Jefferson & Ogden	Jeffries Add Lot 8 0-07-41-084-0010-000	72.50 Garrison

099.	Marlin G. & Mary L. Nuckolls 209 W. Maple	Roberts Sub of Gil Lot 9 007413840009000	55.00 Garrison
100.	Kevin J. Musgrove 703 Boone	J. J. McCoy - Bakers 4th Add Lot 25 # 007416100008000	40.00 Garrison
101.	Raymond G. Phillips Trust CT. Andrea Davis/Hall 517 Clinton	A.E. Hammonds 2nd Lot 42 007416500012000	95.00 Garrison
102.	Great Plains Co. CT. Paul E. & Theresa S. Young No. of 801 N. Ash	Jeffries Add all ex E 3'x 103' Lot 14 #007410840019000	115.00 Garrison
103.	Derrald W. & Madeline G. Ware 816 E. Finley	Robinson's Add Lot 27 007416950029000	55.00 Garrison
104.	Mary Anne Morris 105 Osceola	Pt. A. L. SWSE Sec 27-72-14 beg at SW cor SWSE 26/E 16 Rods/ N93 to beg /W120/N57/ E120 #007417540220000	55.00 Garrison
105.	Barbara Murray 333 Appanoose	Blake Park Add Lot 22 Blk 7 00741616016200	40.00 Garrison
106.	Assoc. Financial Svc. CT:Penney Bakalor 242 Walnut	Roemers 1st Add lot 15 00741130016000	210.00 Garrison
107.	Jackie Warren 315 Arrison	Park Place Lot 55 00741379005400	70.00 Garrison
108.	Charles R. Ruby, Jr. 913 W. Third St.	Dixon & Huthchinson Add NW 23' Lot 52 SE 1/2 Lot 53 007413230057000	80.00 Garrison
109.	Wm. L. & Karen J. Brown 700 Blk. of Grove	Baker's 2nd Add Lot 20 007410070009000	155.00 Garrison
110.	Y-Knot Posters 700 Blk. Church St.	J. W. Bothwells Add. Lot 7 Blk 1 #07416180004000	32.50 Garrison
111.	Y-Knot Posters 700 Blk Church St.	J.W.Bothwells Add Lot 8 Blk 1 07416180005000	32.50 Garrison
112.	Y-Knot Posters 700 Blk Church St.	J.W. Bothwells Add. Lot 9 Blk 1 #00741618006000	32.50 Garrison
113.	Geo. & Kenneth & Delana Powers 301 N. Green	E.A. Langfords Add Lot 8 007413590008000	80.00 Garrison

CITY OF OTTUMWA
STAFF SUMMARY

Council Meeting of: Feb. 20, 2001 Item No.: **F-3.**

JoAnn Winston
Prepared By:

Parks
Department

Bill Perry
Department Head:

AGENDA TITLE: Certification of 2000 Delinquent Weeds Taxes to Wapello County Treasurer for placement on the tax rolls.

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STATEMENT OF SUBJECT: Listing of properties mowed by City Weeds Contractor to be placed on the tax rolls for collection. This is done in accordance with Section 34-31 of the City Code and Chapter 364.15 of the Code of Iowa.

RECOMMENDATION: Certification to Wapello County Treasurer.

DISCUSSION: Complaints are received by the Park Department, then a work order is issued for inspection and a photo is taken if offensive growth measured 12 inches or more. Notice is mailed to property owners requesting that offensive growth be removed within 5 (five) days of receiving notice or the Park Department will remove the growth and assess all costs involved to the property taxes.

Year	# of Lots	Assessment	Collection	Percentage
1993	203	\$ 9,600	\$ 6,839	71%
1994	199	\$ 9,212	\$ 7,025	76%
1995	98	\$ 5,814	\$ 3,291	57%
1996	61	\$ 3,796	\$ 2,330	61%
1997	69	\$ 5,238	\$ 5,681	100%
1998	72	\$ 7,051	\$ 4,298	61%

So far during FY 01, we have collected \$1,072 for 1999 assessments, which amounted to \$6,200 (57 lots). Number of lots mowed for the year of 2000 is 78, assessment amount \$7,167.

TO: The Honorable Mayor and City Council of the City of Ottumwa, Iowa
FROM: Park Department

SUBJECT: The following is a list of charges for delinquent weeds taxes in the City of Ottumwa, Iowa in accordance with the law, to be placed on the tax books against the following property for the year of 2000. Each listing has an additional \$15.00 administrative cost to the amount charged.



Park Director

NAME & ADDRESS	DESCRIPTION	AMOUNT & CONTRACTOR
001. Larry S. Baschnagel 1013 S. Milner	Cowans 2nd Add. Lot 23 Blk 6 # 632-0107	81.00 Garrison
002. Larry S. Baschnagel 1013 S. Milner	Cowans 2nd Add. Lot 24 Blk. 6 # 632-0108	81.00 Garrison
003. Larry S. Baschnagel 1013 S. Milner	Cowans 2nd Add. Lot 35 Blk. 6 # 632-0109	82.00 Garrison
004. John K. & Sharon Bibb 847 Haekberry	Blakes Add. Lot 12 Blk 2 # 012-0007	315.00 Garrison
005. David Allan/ Marlene Harland 835 S. Adella	Jefferson Park Add., E 1/2 Lot 341 #659-0272	90.00 Garrison
006. Judy Tarvin 511 Grant	Bakers Add. tract 2 A pt of Lots 7 & 8 Bakers Sub des as folls: Com at a pt on the S line of said lot 8 101.9' E of the SW cor of said lot 8 which is also etc. #009-0011	107.50 Garrison
007. Lick Creek Corp. Next to 1215 Jay St.	Eastview Sub # 1 Lot 29 007410470020	110.00 Garrison
008. Clarence & Patricia Foudree 721 Center	Norris Sub OL 33 W 46' Lot 43 #07411190052	140.00 Garrison
009. Mary J. Graves 514 W. 4th St.	Ephriam W Betts Sub OL 21 N W 2.9 of NE 100 L 3, NE 100 L 4 # 301-0005	65.00 Garrison

010.	Harold & Georgina Martin / Jesse & Molly Dudley Back of 917 Quincy	Pt. S 1/2 NE NW 26-72-14 3rd Add Wormhoudt - Jackson #754-0035	310.00 Garrison
011.	Harold Kepner Next to 2270 W. Main	Fairport Add Lot 80 # 324-0079	115.00 Garrison
012.	Lois Carter Rothlauf 140 East Court	Porter & Co. Sub Lots 4,5,6 ex. pt. sold to Johns NW 38 1/2 Lot 11 & 12 #127-0006	394.50 Garrison
013.	Carol Ann Duncan 533 Burrhus	Evans & Roots Add. Lot 2 Blk 2 # 635-0014	57.50 Garrison
014.	Donna Lancy 521 N. Jefferson	Foster & Chambers Lot 6 056-0004	203.75 Garrison
015.	Cecil J. & Ethel M. Smith 915 E. Mary	Clinton Place Lot 11 Blk 14 #628-0193	65.00 Garrison
016.	Curtis D. & Julie A. Blackwell 205 N. Holt	Summers Add. SE 1/2 Lot 3 # 404-0006	57.50 Garrison
017.	Ward G. Jr. & Alicia A. Grade 200 N. Blk. Graves	Graves Add. Lot 7 # 336-0007	80.00 Garrison
018.	Patrick Reiley S. Walnut & E. Main	Mannings 1st Lot 35 SE 23' Lot 36 N W 17' # 100-0040	95.00 Garrison
019.	Wm. L. & Karen Brown S. Walnut & E. Main	Mannings 1st Add lot 36 E. 22' # 100-0041	95.00 Garrison
020.	Noeli Losa 1223 Orchard	Haynes Add E 1/2 Lot 60 # 07-41-0750-005-000	80.00 Garrison
021.	Crawford C. & Ruth Withrow 218 Clayton	Warden & Haynes Sub of Gilmores Lot 18 # 07414120018000	65.00 Garrison
022.	Bill & Bonnie McNeal Next to 718 S. Davis	Jefferson Park Add. Lot 43 & 44 # 07416590043000	115.00 Garrison
023.	Coastal Mart Inc. 921 E. Main	Blakes Add. Lot 14, 15, 16 Blk 19 #0741-012-0242-000	215.00 Garrison
024.	Wm. & Karen Brown 700 Blk Grove	Baker's 2nd Add Lot 20 # 07410070009000	65.00 Garrison

CITY OF OTTUMWA
STAFF SUMMARY

Council Meeting of: Feb. 15, 2000 Item No.: **F-5**

JoAnn Winston
Prepared By:

Parks
Department

Bill Perry
Department Head:

AGENDA TITLE: Certification of 1999 Delinquent Weeds Taxes to Wapello County Treasurer for placement on the tax rolls.

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STATEMENT OF SUBJECT: Listing of properties mowed by City Weeds Contractor to be placed on the tax rolls for collection. This is done in accordance with Section 34-31 of the City Code and Chapter 364.15 of the Code of Iowa.

RECOMMENDATION: Certification to Wapello County Treasurer.

DISCUSSION: Complaints are received by the Park Department, then a work order is issued for inspection and a photo is taken if offensive growth measured 12 inches or more. Notice is mailed to property owners requesting that offensive growth be removed within 5 (five) days of receiving notice or the Park Department will remove the growth and assess all costs involved to the property taxes.

Year	# of Lots	Assessment	Collection	Percentage
1992	203	\$ 7,882	\$ 5,112	65%
1993	203	\$ 9,600	\$ 6,788	71%
1994	199	\$ 9,212	\$ 7,025	76%
1995	98	\$ 5,814	\$ 3,291	57%
1996	61	\$ 3,796	\$ 2,330	61%
1997	69	\$ 5,238	\$ 4,262	81%

So far during FY, we have collected \$2,118 for 1998 assessments, which amounted to \$7,051 (72 lots). Number of lots mowed for the year of 1999 is 57, assessment amount \$6,200.

TO: The Honorable Mayor and City Council of the City of Ottumwa, Iowa
FROM: Park Department

SUBJECT: The following is a list of charges for delinquent weeds taxes in the City of Ottumwa, Iowa in accordance with the law, to be placed on the tax books against the following property for the year of 1999. Each listing has an additional \$15.00 administrative cost to the amount charged.


Park Director

NAME & ADDRESS	DESCRIPTION	AMOUNT & CONTRACTOR
001. Larry S. Baschnagel 1013 S. Milner	Cowans 2nd Add. Lot 23 Blk 6 # 632-0107	113.00 Garrison
002. Larry S. Baschnagel 1013 S. Milner	Cowans 2nd Add. Lot 24 Blk 6 # 632-0108	113.00 Garrison
003. Larry S. Baschnagel 1013 S. Milner	Cowans 2nd Add. Lot 25 Blk. 6 # 632-0109	114.00 Garrison
004. John K. & Sharon Bibb 847 Hackberry	Blakes Add. Lot 12 Blk 2 # 012-0007	65.00 Garrison
005. David Allan/ Marlene Harland 835 S. Adella	Jefferson Park Add., E 1/2 Lot 341 #659-0272	80.00 Garrison
006. Judy Tarvin 511 Grant	Bakers Add. tract 2 A pt of Lots 7 & 8 Bakers Sub des as folls: Com at a pt on the S line of said lot 8 101.9' E of the SW cor of said lot 8 which is also etc. #009-0011	147.50 Garrison
007. Lick Creek Corp. Next to 1215 Jay St.	Eastview Lot 29 007410470020	145.00 Garrison
008. Clarence & Patricia Foudree 721 Center	Norris Sub OL 33 W 46' Lot 43 #07411190052	110.00 Garrison

039.	Kathy J. Doyle Quinn 1012 E. Second	Blakes Add. Lot 7 Blk 17 # 07410120167000	190.00 Garrison
040.	Carol V. Lehmkuhl Ronald & Sara Enos 901 E. Division	Cory & Roberts Add. Lot 16 strip 10' wide on side lot 17 # 07413150008000	115.00 Garrison
041.	Crawford C. & Ruth Withrow 218 Clayton	Warden & Haynes Sub of Gilmores Lot 18 # 07414120018000	115.00 Garrison
043.	Karen Culp E. of 211 Ottumwa	Roberts Sub of Gilmore Lot 18 # 07413840018000	145.00 Garrison
043.	Robert J. Carlson 514 Kruger	Convant & Chambers Lot 26 # 07410310022000	80.00 Garrison
044.	Tina Vannice Frank Kirkham 317 North Weller	Dain Add Lot 94 # 07416330087000	55.00 Garrison
045.	Araceli Goode 1012 Plum	Blake's Add Lot4 Blk 11 0741012009500	80.00 Garrison
046.	Sam & Adella Ida Breno 125 Grand	Fairview Add. Lot 7 Blk 1 # 0741325007000	112.50 Garrison
047.	Bill & Bonnie McNeal Next to 718 S. Davis	Jefferson Park Add. Lot 43 & 44 # 07416590043000	115.00 Garrison
048.	Coastal Mart Inc. 921 E. Main	Blakes Add. Lot 14, 15, 16 Blk 19 #0741-012-0242-000	215.00 Garrison
049.	Hamilton Pk. Group LLC 1500 Blk. Hamilton	Blake Park Heights Lot 121 07416170123000	56.25 Garrison
050.	Hamilton Pk. Group LLC 1500 Blk Hamilton	Blake Park Heights Lot 122 # 07416170124000	56.25 Garrison
051.	Wm. & Karen Brown 700 Blk Grove	Baker's 2nd Add Lot 20 # 07410070009000	80.00 Garrison
052.	Fairfied Affiliates Partnership General 419 N. Ash	Blakes Add Lot 12 # 0741-012-0090	50.00 Garrison
053.	Harold Dee 401 Tacoma	Riverview Add. Lot 1 Blk 5 # 131-0057	90.00 Garrison
054.	Barbara Walker 313 North Clay	Summers Add. Lot 3 # 403-0003	95.00 Garrison

CITY OF OTTUMWA

STAFF SUMMARY

Council Meeting of: March 16, 1999

Item No.: **F-6.**

JoAnn Winston
Prepared By:

Parks
Department

Bill Perry
Department Head:

AGENDA TITLE: Certification of 1998 Delinquent Weeds Taxes to Wapello County Treasurer for placement on the tax rolls.

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STATEMENT OF SUBJECT: Listing of properties mowed by City Weeds Contractor to be placed on the tax rolls for collection. This is done in accordance with Section 34-31 of the City Code and Chapter 364.12 of the Code of Iowa.

RECOMMENDATION: Certification to Wapello County Treasurer.

DISCUSSION: Complaints are received by the Park Department, then a work order is issued for inspection and a photo is taken if offensive growth measured 12 inches or more. Notice is mailed to property owners requesting that offensive growth be removed within 5 (five) days of receiving notice or the Park Department will remove the growth and assess all costs involved to the property taxes.

Year	# of Lots	Assessed Chg.	Amount Collected
1994	199 lots	\$ 9,212.	\$ 7,025.
1995	98 lots	\$ 5,814.	\$ 3,291.
1996	61 lots	\$ 3,796.	\$ 2,273.
1997	69 lots	\$ 5,238.	\$ 2,091.
1998	72 lots	\$ 7,050.50	

CITYOF OTTUMWA
 PARK DEPARTMENT
 CITATION REPORT
 3-10-99

NAME	CIT.NO	STATUS
DOUG OR LISA PAUL	941	PAID
KEITH TUBB	942	DISMISSED
RICHARD HOPWOOD	943	PAID
DONNA JESSOP	944	GUILTY
JUDY TARVIN	945	GUILTY
HAROLD KEPNER	946	GUILTY
KENNETH OVERTURF	947	GUILTY
CAROL DUNCAN	948	GUILTY
HENRY GORDY	949	GUILTY
TERRI TAYLOR	950	DISMISSED
CHASE MANHATTEN MORT. CO.	951	VOID
AMERICAN GENERAL FINANCE	952	VOID
SANFORD BURDETT	953	GUILTY
RUSSELL HART	954	GUILTY
LEONARD FIELDER	955	GUILTY
WARD GRAVES	1011	PAID
ANTHONY FISHER	1012	GUILTY
JACK RITZ	1013	PAID
VOID	1014	
DENNIS AND DARCY RENFREW	1015	DISMISSED
VOID	1016	
KEVIN CARTER	1017	GUILTY
PAM & DEE QUIGLEY	1018	DISMISSED
LOIS CARTER-ROTHLAUF	1019	GUILTY
HENRY GORDY	1020	GUILTY
CARRY HARLAND	1021	NOTGUILTY
DAWN RYAN	1022	GUILTY
JOHN TOLERTON	1023	GUILTY
WILLIAM HICKS	1024	GUILTY

The Park Department and the Health & Inspections Departments work together on mowing enforcement problems. Most of the citations listed as DISMISSED were due to a change in ownership or the wrong property owner was notified. A couple of mortgage companies were issued citations of which we were informed that citations must be issued to individuals. In both cases the companies were contacted and the nuisance was abated by them. The citations listed as GUILTY indicate the owner was found guilty but have not paid the fine. Those listed as PAID indicate a guilty verdict with the fine being paid.

TO: The Honorable Mayor and City Council of the City of Ottumwa, Iowa
FROM: Park Department

SUBJECT: The following is a list of charges for delinquent weeds taxes in the City of Ottumwa, Iowa in accordance with the law, to be placed on the tax books against the following property for the year of 1998. Each listing has an additional \$15.00 administrative cost to the amount charged.


Park Director

NAME & ADDRESS	DESCRIPTION	AMOUNT & CONTRACTOR
001. Larry S. Baschnagel 1013 S. Milner	Cowans 2nd Add. Lot 23 Blk 6 # 632-0107	53.00 Garrison
002. Larry S. Baschnagel 1013 S. Milner	Cowans 2nd Add. Lot 24 Blk 6 # 632-0108	53.00 Garrison
003. Larry S. Baschnagel 1013 S. Milner	Cowans 2nd Add. Lot 25 Blk. 6 # 632-0109	53.00 Garrison
004. John K. & Sharon Bibb 847 Hackberry	Blakes Add. Lot 12 Blk 2 # 012-0007	93.00 Garrison
005. David Allan/ Marlene Harland 835 S. Adella	Jefferson Park Add., E 1/2 Lot 341 #659-0272	65.00 Garrison
006. Rick D. & Karen J. Dudley 216 Randolph	Graves Add. Lot 39 #336-0039	65.00 Garrison
007. Judy Tarvin 511 Grant	Bakers Add. tract 2 A pt of Lots 7 & 8 Bakers Sub des as folls: Com at a pt on the S line of said lot 8 101.9' E of the SW cor of said lot 8 which is also etc. #009-0011	181.00 Garrison
008. Franklin E. McCoy Sheridan & Mary	A. E. Hammonds 2nd Add. Lot 84 #07-41-650-0054	80.00 Garrison

038.	Pamela Simmers 900 Blk. Hackberry	Blakes Add. Lot 9 #012-0010	110.50 Garrison
039.	Wm. L. & Karen Brown 900 Blk. Hackberry	Blakes Add. Lot 10 #012-0011	125.50 Garrison
040.	Chip A. Buffington 113 Albany	Godfrey's Sub Lot 5 # 331-0003	150.50 Garrison
041.	Sanford G. & Joyce Burdett 1217 E. Main	Janney Add. Lot 5 Blk 2 # 83-0025	50.00 Garrison
042.	Russell E. Hart 1015 E. Second	Blakes Add Lot 10 Blk 16 # 012-0156	83.00 Garrison
043.	Ward G. Grade, Jr. 308 No. Graves	Graves Add 2 Lot 10 # 336-0010	55.50 Garrison
044.	Marty & Jill Roberts 829 Allison	Mowery Asbury & Hackworth Lot 7 Blk 7 # 674-0072	150.50 Garrison
045.	Sally M. Fite 215 N. McLean	Major & Dibbles Add NE 50' Lot 25 NE 50' Lot 26 # 365-0029	88.00 Garrison
046.	Donna Lancy 521 N. Jefferson	Foster & Chambers Lot 6 056-0004	105.50 Garrison
047.	Clara E. Camper Locust & Cherry	Blakes Add Lot 12 Blk 12 # 012-0115	115.00 Garrison
048.	Elizabeth Snelling 412 N. Wapello	Pt. Lot 10 Roberts Sub OL 24 des as follows: beg. at a pt on SE line of Wapello St. 119.5 NE of SW corner of said Lot 10 etc. # 385-0013	50.00 Garrison
049.	Angela M. Laggin 422 Center	Norris Sub of OL 33 Lot 11 # 119-0011	70.00 Garrison
050.	Angela M. Laggin 422 Center	Norris Sub of OL 33 Lot 12 # 119-0012	70.00 Garrison
051.	Wm. L. & Karen J. Brown 700-800 Blk. Grove	Bakers 2nd Lot 20 # 007-0009	55.00 Garrison
052.	Diana Parsons Tacoma & E. Main	Riverview Add Lot 4 #131-0012	50.00 Garrison
053.	Diana Parsons Tacoma & E. Main	Riverview Add. Lot 5 #131-0013	50.00 Garrison

CITY OF OTTUMWA

STAFF SUMMARY

Council Meeting of: Jan. 20, 1998

Item No.: **F-1.**

JoAnn Winston
Prepared By:

Parks
Department

Bill Perry
Department Head:

AGENDA TITLE: Certification of 1997 Delinquent Weeds Taxes to Wapello County Treasurer for placement on the tax rolls.

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STATEMENT OF SUBJECT: Listing of properties mowed by City Weeds Contractor to be placed on the tax rolls for collection. This is done in accordance with Section 34-31 of the City Code and Chapter 364.12 of the Code of Iowa.

RECOMMENDATION: Certification to Wapello County Treasurer.

DISCUSSION: Complaints are received by the Park Department, then a work order is issued for inspection and a photo is taken if offensive growth measured 12 inches or more. Notice is mailed to property owners requesting that offensive growth be removed within 5 (five) days of receiving notice or the Park Department will remove the growth and assess all costs involved to the property taxes.

Year	# of Lots	Assessed Chg.	Amount Collected
1993	203 lots	\$ 9,600.	\$ 6,689.
1994	199 lots	\$ 9,212.	\$ 6,802.
1995	98 lots	\$ 5,814.	\$ 3,022.
1996	61 lots	\$ 3,796.	\$ 861.
1997	69 lots	\$ 5,238.	

CITY OF OTTUMWA
 PARK DEPARTMENT
 CITATION REPORT
 1-13-98

NAME	CIT. NO	STATUS
BARBARA CLANCY	389	?
FRED DUNNING	390	DISMISSED
BARRY HOUK	584	DISMISSED
TAMMY FRANCES-STRAYER	585	?
GARY CANTRELL	586	DISMISSED
STEVE MUNDELL	587	PAID
MARGARET HANCOCK	588	DISMISSED
NANCY SPRINGER	589	?
JUANNITA DAVIS	591	?
JOHN FYE	592	PAID
STEVE CANNY	641	DISMISSED
ED BACHMAN	642	DISMISSED
RICHARD CARROLL	644	PAID
PAMELA JENNINGS	645	PAID
STEVE MUNDELL	646	PD. CT. COST
GARY SHORT	647	?
ERNST WELCH	648	?
M. McGLOTHEN	649	DISMISSED (deceased)
MARK JACKSON	650	DISMISSED
JUDITH TARVIN	711	?
VIRGINIA TOMS	712	DISMISSED
RUSSELL GOERING	715	CT. DT. PENDING
STEVE CARROLL	716	DISMISSED
KAREN ADAMSON	717	?
UDELL McCOY	718	?
APRIL HOLLENHORST	719	PAID
DAVID COPELAND	720	PAID

The Park Department and the Health & Inspections Departments work together on mowing enforcement problems. This season for the first time in cooperation with the Health Dept., complaints received by them were inspected by them and the Park Dept. wrote citations for the violation. Some problems were experienced in coordination between the departments. There were cases where a citation was written before the notice period had expired. That is the reason for some of the dismissals listed above. Others were dismissed due to a change in ownership or the wrong property owner was notified.

The listed items with question marks have a number of possible results which we are unsure of. Possibilities include: the person did not show up for court, the person showed

up for court, pled guilty and made arrangements to pay the fine on installments or other method of payment. This is the first year that we have received any notification as to whether a fine has been paid.

TO: The Honorable Mayor and City Council of the City of Ottumwa, Iowa
FROM: Park Department

SUBJECT: The following is a list of charges for delinquent weeds taxes in the City of Ottumwa, Iowa in accordance with the law, to be placed on the tax books against the following property for the year of 1997. Each listing has an additional \$15.00 administrative cost to the amount charged.


Park Director

NAME & ADDRESS	DESCRIPTION	AMOUNT & CONTRACTOR
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002. Larry S. Baschnagel 1013 S. Milner	Cowans 2nd Add. Lot 24 Blk 6 # 632-0108	50.00 Garrison
003. Larry S. Baschnagel 1013 S. Milner	Cowans 2nd Add. Lot 25 Blk. 6 # 632-0109	50.00 Garrison
004. John K. & Sharon Bibb 847 Hackberry	Blakes Add. Lot 12 Blk 2 # 012-0007	59.00 Garrison
005. David Allan/ Marlene Harland 835 S. Adella	Jefferson Park Add., E 1/2 Lot 341 #659-0272	191.00 Garrison
006. Rick D. & Karen J. Dudley 216 Randolph	Graves Add. Lot 39 #336-0039	59.00 Garrison
007. Gladys Weedman Monroe & Madison	Sunnyside Add. Lot 70 # 725-0115	86.00 Garrison
008. Judy Tarvin 511 Grant	Bakers Add. tract 2 A pt of Lots 7 & 8 Bakers Sub des as folls: Com at a pt on the S line of said lot 8 101.9' E of the SW cor of said lot 8 which is also etc. #009-0011	65.00 Garrison

received
7/28/24 8AM

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Jul 2, 2024

Planning & Development
Department

Zach Simonson
Prepared By
Zach Simonson
Department Head

[Signature]
City Administrator Approval

AGENDA TITLE: Resolution No. 152-2024: A Resolution Authorizing the Purchase of a 2024 Chevrolet Trailblazer for the Building and Code Enforcement Department.

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution No. 152-2024.

DISCUSSION: The 2025 Capital Improvement Plan budgeted \$42,000 to replace vehicle #112, a Chevrolet HHR which has exceeded its useful life, with a midsize 4WD or AWD SUV. The fleet committee approve the recommendation at the December 12, 2023 meeting and the bid specifications at the May 29, 2024 meeting. The City accepted bids until 4:00pm June 20, 2024. The best bid was from McGrath Fleet and Commercial for a Chevrolet Trailblazer for \$24,671.

RESOLUTION NO. 152-2024

RESOLUTION AUTHORIZING THE PURCHASE OF A 2024 CHEVROLET TRAILBLAZER FOR THE BUILDING AND CODE ENFORCEMENT DEPARTMENT

WHEREAS, Building and Code Enforcement Staff recommended replacing vehicle #112 which has exceeded its useful life; and

WHEREAS, the Fleet Committee approved this recommendation at the December 12, 2023 meeting and approve the specifications for a midsize AWD/4WD SUV at the May 29, 2024 meeting; and

WHEREAS, the FY2025 Capital Improvement Plan budgeted up to \$42,000 for the vehicle replacement; and

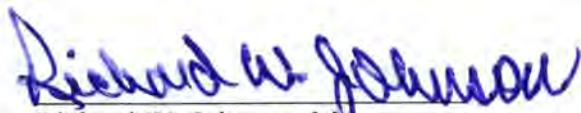
WHEREAS, the City accepted bids until 4pm on June 20, 2024 and received three vehicle bids; and

WHEREAS, McGrath Fleet and Commercial submitted the best bid for a 2024 Chevrolet Trailblazer in the amount of \$24,671.60;

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

That the 2024 Chevrolet Trailblazer be purchased from McGrath Fleet and Commercial for \$24,671.60.

PASSED AND APPROVED this 2nd day of July 2024.


Richard W. Johnson, Mayor

ATTEST:


City Clerk



McGrath Fleet and Commercial

Garrett Ellard | 563-505-5636 | gellard@mcgrathauto.com

City of Ottumwa Building and Code

[Retail] 2024 Chevrolet Trailblazer (1TV56) AWD 4dr LS (2)



McGrath Fleet and Commercial
Garrett Ellard
563-505-5636



McGrath Fleet and Commercial

Garrett Ellard | 563-505-5636 | gellard@mcgrathauto.com

[Retail] 2024 Chevrolet Trailblazer (1TV56) AWD 4dr LS (2) (✔ Complete)

Quote Worksheet

	MSRP
Base Price	\$25,100.00
Dest Charge	\$1,295.00
Total Options	\$930.00
Subtotal	\$27,325.00
Subtotal Pre-Tax Adjustments	\$0.00
Less Customer Discount	(\$2,653.40)
Subtotal Discount	(\$2,653.40)
Trade-In	\$0.00
Subtotal Trade-In	\$0.00
Taxable Price	\$24,671.60
Sales Tax	\$0.00
Subtotal Taxes	\$0.00
Subtotal Post-Tax Adjustments	\$0.00
Total Sales Price	\$24,671.60

Dealer Signature / Date

Customer Signature / Date

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 22744. Data Updated: Jun 17, 2024 6:41:00 PM PDT.

CITY OF OTTUMWA
BUILDING AND CODE ENFORCEMENT DEPARTMENT

SPECIFICATIONS FOR A MID-SIZE 4 DOOR AWD OR 4X4 SUV

Minimum specifications for bid of a mid-size 4 door AWD or 4x4 SUV – Current Model Year. Items bid will be equal to or exceed the written specifications. Any deviation to the specifications will be written and explained. Failure to explain is cause for an invalid bid. Literature will accompany the bid. The City reserves the right to reject any or all bids.

Brand of equipment Chevrolet

Model Number 1TV56

Dealer Bidding McGrath Chevrolet

Authorized Dealer for product bid: Yes () No () If no, who are you bidding with _____

EPA rated SUVs, V6 cylinder engine

<u>CAB & BODY</u>	CHECK ONE	
	YES	NO
Front bucket seats, heavy duty vinyl or cloth upholstery, foam cushion	<input checked="" type="checkbox"/>	()
Interior Color – gray	<input checked="" type="checkbox"/>	()
Vinyl floor covers	()	<input checked="" type="checkbox"/>
AM/FM Radio, factory installed	<input checked="" type="checkbox"/>	()
Power exterior mirrors	<input checked="" type="checkbox"/>	()
Dome light	<input checked="" type="checkbox"/>	()
Intermittent wipers	<input checked="" type="checkbox"/>	()
Whelen MC23 Amber Strobe with Acari 101 Drill Free 22" low profile mount	()	<input checked="" type="checkbox"/>

Can be added at dealer

Standard front bumper	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Standard rear bumper	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Color: white	<input checked="" type="checkbox"/>	<input type="checkbox"/>

ENGINE - CHASSIS - DRIVE

Engine: V6	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Magnetic drain plugs (magnetic collectors are satisfactory if magnetic drain plugs are not available)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Automatic transmission	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Alternator: 12 volt, 75 amp minimum	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Battery: 525 CCA (maintenance free/long life type)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Anti-Lock Brakes	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Power steering	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tires – all terrain (5 required) P metric sizing required spare tire required	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Limited slip differential standard axle ratio	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rust proofing – factory	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Automatic Daytime Running Lights	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Air conditioning	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cruise Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>

*All Season
Spare (5 tires)*

*Can Be added at
dealer*

LITERATURE

One (1) copy of service, parts, operators, body manuals, books, or in CD form	<input checked="" type="checkbox"/>	<input type="checkbox"/>
---	-------------------------------------	--------------------------

WARRANTY: (specify) 3 Year 36k miles bumper to bumper
5 Year 100k miles Powertrain


The City will sign for delivery but no acceptance until we have sufficient time to properly inspect the equipment. Please set up an appointment for delivery.

Minimum 3 year or 36,000 mile warranty on truck and "optional" manufacturer's prices for extended warranty.

VARIATIONS: If the equipment offered differs from the provisions contained in this specification, such differences must be explained on a separate sheet and labeled as such. All such bids will receive considerations if such deviations do not depart from the intent of the specifications and are in the best interests of the purchaser. It is not our intent to disqualify any quality equipment if your equipment does not meet these qualifications.

CARRETT ELLAND

Printed Name


Authorized Signature

6/18/24

Date



2024 TRAILBLAZER AWD LS

EXTERIOR: SUMMIT WHITE
INTERIOR: JET BLACK

ECOTEC 1.3L TURBO ENGINE
9-SPD AUTOMATIC TRANSMISSION

PULL THIS STRIP TO EXPOSE ADHESIVE

Visit us at www.chevy.com

STANDARD EQUIPMENT

ITEMS FEATURED BELOW ARE INCLUDED AT NO EXTRA CHARGE IN THE STANDARD VEHICLE PRICE SHOWN

OWNER BENEFITS

- 3 YEAR/36,000 MILE* BUMPER-TO-BUMPER LIMITED WARRANTY
- 5 YEAR/60,000 MILE* POWERTRAIN LIMITED WARRANTY, ROADSIDE ASSISTANCE & COURTESY TRANSPORTATION
- FIRST MAINTENANCE VISIT *WHICHEVER COMES FIRST SEE CHEVROLET.COM OR DEALER FOR TERMS, DETAILS & LIMITS

PERFORMANCE & MECHANICAL

- ENGINE CONTROL, STOP-START SYSTEM W/ OVERRIDE
- ENGINE AIR FILTRATION MONITOR
- TRAILER WIRING

CONNECTIVITY & TECHNOLOGY

- AUDIO SYSTEM, 11" DIAGONAL

COLOR HD TOUCHSCREEN, AM/FM STEREO. ADDITIONAL FEATURES FOR COMPATIBLE PHONES INCLUDE BLUETOOTH AUDIO STREAMING FOR 2 ACTIVE DEVICES, VOICE COMMAND PASS-THROUGH TO PHONE WIRELESS APPLE CARPLAY AND WIRELESS ANDROID AUTO CAPABLE

- 8" DIAG DRIVER INFO CENTER
- SIRIUSXM AUDIO WITH 30-DAY TRIAL SUBSCRIPTION
- 3 YEARS REMOTE ACCESS PLAN; ONSTAR & WIFI DATA CAPABLE SEE ONSTAR.COM FOR TERMS
- CRUISE CONTROL
- KEYLESS START
- FRONT A & C USB PORTS

INTERIOR

- SEAT ADJUSTER, DRIVER 6-WAY MANUAL
- SEAT ADJUSTER, FRONT PASSENGER 4-WAY MANUAL

- 40/60 SPLIT-BENCH REAR FOLDING SEAT
- SEATBACK, FRONT PASSENGER FLAT FOLDING

EXTERIOR

- WHEELS, 17" SILVER-PAINTED ALUMINUM
- HEADLAMPS, LED

SAFETY & SECURITY

- CHEVY SAFETY ASSIST: *AUTOMATIC EMERGENCY BRAKING *FRONT PEDESTRIAN BRAKING *INTELL-BEAM-AUTO HIGH BEAM *LANE KEEP ASSIST WITH LANE DEPARTURE WARNING *FOLLOWING DISTANCE INDICATOR *FORWARD COLLISION ALERT
- HD REAR VISION CAMERA
- TIRE PRESSURE MONITOR SYSTEM
- TIRE FILL ALERT
- TEEN DRIVER

MANUFACTURER'S SUGGESTED RETAIL PRICE

STANDARD VEHICLE PRICE **\$25,100.00**

OPTIONS & PRICING

OPTIONS INSTALLED BY THE MANUFACTURER (MAY REPLACE STANDARD EQUIPMENT SHOWN)

LS CONVENIENCE PACKAGE: 495.00

• REAR GLASS, DEEP TINTED

• REMOTE VEHICLE START 395.00

LS CONFIDENCE PACKAGE:

• REAR CROSS TRAFFIC ALERT

• REAR PARK ASSIST

• LANE CHANGE ALERT WITH SIDE BLIND ZONE ALERT

TOTAL OPTIONS **\$890.00**

TOTAL VEHICLE & OPTIONS **\$25,990.00**

DESTINATION CHARGE 1,295.00

TOTAL VEHICLE PRICE* \$27,285.00

Discounts
2,613.40

Sales Price
24,671.60

EPA DOT Fuel Economy and Environment Gasoline Vehicle

Fuel Economy
27 MPG
combined city/hwy
26 city
29 highway
3.7 gallons per 100 miles

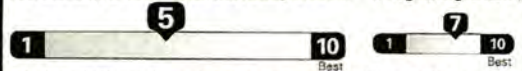
TRAILBLAZER AWD

Small SUVs range from 14 to 118 MPG. The best vehicle rates 140 MPGe.

You spend **\$250** more in fuel costs over 5 years compared to the average new vehicle.

Annual fuel cost **\$2,000**

Fuel Economy & Greenhouse Gas Rating (tailpipe only) Smog Rating (tailpipe only)



This vehicle emits 329 grams CO₂ per mile. The best emits 0 grams per mile (tailpipe only). Producing and distributing fuel also create emissions. Learn more at fuelconomy.gov

Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and costs \$3,750 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$3.60 per gallon. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

fuelconomy.gov
Calculate personalized estimates and compare vehicles



GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score ★★★★★
Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Crash Driver Passenger ★★★★★
★★★★★

Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.

Side Crash Front seat Rear seat ★★★★★
★★★★★

Based on the risk of injury in a side impact.

Rollover ★★★★★
Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★★★★★) with 5 being the highest. Source: National Highway Traffic Safety Administration (NHTSA) www.safercar.gov or 1-888-327-4236

PARTS CONTENT INFORMATION

FOR VEHICLES IN THIS CARLINE:
U.S./CANADIAN PARTS CONTENT: 3%
MAJOR SOURCES OF FOREIGN PARTS CONTENT: KOREA 53% CHINA 19%

NOTE: PARTS CONTENT DOES NOT INCLUDE FINAL ASSEMBLY, DISTRIBUTION, OR OTHER NON-PARTS COSTS.

FOR THIS VEHICLE:
FINAL ASSEMBLY POINT: BUPYEONG GU, IN KOREA
COUNTRY OF ORIGIN: ENGINE: KOREA TRANSMISSION: MEXICO

This label has been applied pursuant to Federal law - Do not remove prior to delivery to the ultimate purchaser. Includes Manufacturer's Recommended Pre-Delivery Service. Does not include dealer-installed options and accessories not listed above, local taxes or license fees.

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ORDER NO DDVPRF SALES CODE E
SALES MODEL CODE 1TV5G
DEALER NO 05891
FINAL ASSEMBLY: BUPYEONG GU, IN KOREA
VIN KL79MNSL0RB186542 REISSUE
DEALER TO WHOM DELIVERED
TONNIGES CHEVROLET, INC.
PO BOX 487
OSCEOLA, NE 68651-0487



366467



McGrath Fleet and Commercial

Garrett Ellard | 563-505-5636 | gellard@mcgrathauto.com

City of Ottumwa Building and Code

[Retail] 2024 Chevrolet Equinox (1XX26) AWD 4dr LS w/1LS



McGrath Fleet and Commercial
Garrett Ellard
563-505-5636



McGrath Fleet and Commercial

Garrett Ellard | 563-505-5636 | gellard@mcgrathauto.com

[Retail] 2024 Chevrolet Equinox (1XX26) AWD 4dr LS w/1LS (✔ Complete)

Quote Worksheet

	MSRP
Base Price	\$28,200.00
Dest Charge	\$1,395.00
Total Options	\$1,125.00
Subtotal	\$30,720.00
Subtotal Pre-Tax Adjustments	\$0.00
Less Customer Discount	(\$3,770.00)
Subtotal Discount	(\$3,770.00)
Trade-In	\$0.00
Subtotal Trade-In	\$0.00
Taxable Price	\$26,950.00
Sales Tax	\$0.00
Subtotal Taxes	\$0.00
Subtotal Post-Tax Adjustments	\$0.00
Total Sales Price	\$26,950.00

Dealer Signature / Date

Customer Signature / Date

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 22744. Data Updated: Jun 17, 2024 6:41:00 PM PDT.

CITY OF OTTUMWA
BUILDING AND CODE ENFORCEMENT DEPARTMENT

SPECIFICATIONS FOR A MID-SIZE 4 DOOR AWD OR 4X4 SUV

Minimum specifications for bid of a mid-size 4 door AWD or 4x4 SUV – Current Model Year. Items bid will be equal to or exceed the written specifications. Any deviation to the specifications will be written and explained. Failure to explain is cause for an invalid bid. Literature will accompany the bid. The City reserves the right to reject any or all bids.

Brand of equipment Chevrolet

Model Number 1XK26

Dealer Bidding McGretl Chevrolet

Authorized Dealer for product bid: Yes () No () If no, who are you bidding with _____

EPA rated SUVs, V6 cylinder engine

<u>CAB & BODY</u>	CHECK ONE	
	YES	NO
Front bucket seats, heavy duty vinyl or cloth upholstery, foam cushion	<input checked="" type="checkbox"/>	()
Interior Color – gray	<input checked="" type="checkbox"/>	()
Vinyl floor covers	()	<input checked="" type="checkbox"/>
AM/FM Radio, factory installed	<input checked="" type="checkbox"/>	()
Power exterior mirrors	<input checked="" type="checkbox"/>	()
Dome light	<input checked="" type="checkbox"/>	()
Intermittent wipers	<input checked="" type="checkbox"/>	()
Whelen MC23 Amber Strobe with Acari 101 Drill Free 22" low profile mount	()	<input checked="" type="checkbox"/>
<i>Can Add a dealer</i>		

Standard front bumper	<input checked="" type="checkbox"/>	()
Standard rear bumper	<input checked="" type="checkbox"/>	()
Color: white	<input checked="" type="checkbox"/>	()

ENGINE - CHASSIS - DRIVE

Engine: V6	()	<input checked="" type="checkbox"/>
Magnetic drain plugs (magnetic collectors are satisfactory if magnetic drain plugs are not available)	()	<input checked="" type="checkbox"/>
Automatic transmission	<input checked="" type="checkbox"/>	()
Alternator: 12 volt, 75 amp minimum	<input checked="" type="checkbox"/>	()
Battery: 525 CCA (maintenance free/long life type)	<input checked="" type="checkbox"/>	()
Anti-Lock Brakes	<input checked="" type="checkbox"/>	()
Power steering	<input checked="" type="checkbox"/>	()
Tires – all terrain (5 required) P metric sizing required spare tire required	()	<input checked="" type="checkbox"/>
Limited slip differential standard axle ratio	<input checked="" type="checkbox"/>	()
Rust proofing – factory	()	<input checked="" type="checkbox"/>
Automatic Daytime Running Lights	<input checked="" type="checkbox"/>	()
Air conditioning	<input checked="" type="checkbox"/>	()
Cruise Control	<input checked="" type="checkbox"/>	()

*All season w/ spare
(5 tires)*

LITERATURE

One (1) copy of service, parts, operators, body manuals, books, or in CD form	<input checked="" type="checkbox"/>	()
---	-------------------------------------	-----

WARRANTY: (specify) 3 Year 36k miles bumper to bumper
5 year 100k miles Powertrain

The City will sign for delivery but no acceptance until we have sufficient time to properly inspect the equipment. Please set up an appointment for delivery.

Minimum 3 year or 36,000 mile warranty on truck and "optional" manufacturer's prices for extended warranty.

VARIATIONS: If the equipment offered differs from the provisions contained in this specification, such differences must be explained on a separate sheet and labeled as such. All such bids will receive considerations if such deviations do not depart from the intent of the specifications and are in the best interests of the purchaser. It is not our intent to disqualify any quality equipment if your equipment does not meet these qualifications.

CARRETT ELLARD

Printed Name


Authorized Signature

6/18/24

Date

← PULL THIS STRIP TO EXPOSE ADHESIVE



2024 EQUINOX LS AWD

EXTERIOR: SUMMIT WHITE
INTERIOR: MEDIUM ASH GRAY

ENGINE, 1.5L TURBO DOHC 4-CYL
TRANSMISSION, 6-SPD AUTOMATIC

Visit us at www.chevy.com

STANDARD EQUIPMENT
ITEMS FEATURED BELOW ARE INCLUDED AT NO EXTRA CHARGE IN THE STANDARD VEHICLE PRICE SHOWN.

OWNER BENEFITS

- 3 YEAR/36,000 MILE* BUMPER-TO-BUMPER LIMITED WARRANTY
- 5 YEAR/ 60,000 MILE* POWERTRAIN LIMITED WARRANTY, ROADSIDE ASSISTANCE & COURTESY TRANSPORTATION
- FIRST MAINTENANCE VISIT
- *WHICHEVER COMES FIRST SEE CHEVROLET.COM OR DEALER FOR TERMS, DETAILS & LIMITS

PERFORMANCE & MECHANICAL

- WHEELS, 17" ALUMINUM
- TIRE, COMPACT SPARE
- STABILTRAK-STABILITY CONTROL SYSTEM W/ TRACTION CONTROL

CONNECTIVITY & TECHNOLOGY

- 3 YEARS REMOTE ACCESS PLAN;

ONSTAR & WI-FI DATA CAPABLE SEE ONSTAR.COM FOR TERMS

- KEYLESS START KEYLESS ENTRY
- CHEVROLET INFOTAINMENT 3 7" DIAG COLOR TOUCHSCREEN

ADDITIONAL FEATURES FOR COMPATIBLE PHONES INCLUDE:

- BLUETOOTH AUDIO STREAMING
- VOICE COMMAND PASSTHROUGH TO PHONE, WIRELESS ANDROID & WIRELESS APPLE CARPLAY CAPABLE
- 2 USB PORTS, AUXILIARY INPUT JACK
- SIRIUSXM AUDIO WITH 3XM TRIAL SUBSCRIPTION

INTERIOR

- PREMIUM CLOTH SEAT TRIM
- SEAT, REAR SPLIT-FOLDING
- AUDIO SYSTEM, 6 SPEAKER

EXTERIOR

- HEADLAMPS, LED

- POWER ADJ OUTSIDE MIRRORS, HEATED

SAFETY & SECURITY

- CHEVY SAFETY ASSIST
- *AUTOMATIC EMERGENCY BRAKING
- *FORWARD COLLISION ALERT
- *LANE KEEP ASSIST W/ LANE DEPARTURE WARNING
- *FOLLOWING DISTANCE INDICATOR
- *FRONT PEDESTRIAN BRAKING
- *INTELLIBEAM-AUTO HIGH BEAM
- TEEN DRIVER
- TIRE PRESSURE MONITOR (EXCL SPARE TIRE)
- REAR VISION CAMERA
- THEFT DETERRENT SYSTEM

MANUFACTURER'S SUGGESTED RETAIL PRICE

STANDARD VEHICLE PRICE \$28,200.00

OPTIONS & PRICING

OPTIONS INSTALLED BY THE MANUFACTURER (MAY REPLACE STANDARD EQUIPMENT SHOWN)

LS CONVENIENCE PACKAGE:	785.00
• SEAT ADJUSTER, DRIVER 8-WAY POWER W/ 2-WAY POWER LUMBAR	
• GLASS, DEEP-TINTED, REAR	
• DRIVER INFO - COLOR DISPLAY	
REMOTE VEHICLE START	300.00
TOTAL OPTIONS	\$1,085.00
TOTAL VEHICLE & OPTIONS	\$29,285.00
DESTINATION CHARGE	1,395.00
TOTAL VEHICLE PRICE*	\$30,680.00

Discounts
-3,730
Sales Price
26,950

EPA DOT Fuel Economy and Environment Gasoline Vehicle

Fuel Economy EQUINOX AWD

26 MPG combined city/hwy

24 city 30 highway

3.8 gallons per 100 miles

You spend \$750 more in fuel costs over 5 years compared to the average new vehicle.

Annual fuel cost \$2,100

Fuel Economy & Greenhouse Gas Rating (tailpipe only) **5**

Smog Rating (tailpipe only) **7**

Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and costs \$9,750 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$3.60 per gallon. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

fuel economy.gov
Calculate personalized estimates and compare vehicles

GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score ★★★★★
Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Crash ★★★★★
Driver Passenger
Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.

Side Crash ★★★★★
Front seat Rear seat
Based on the risk of injury in a side impact.

Rollover ★★★★★
Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★★★★★) with 5 being the highest.
Source: National Highway Traffic Safety Administration (NHTSA)
www.safercar.gov or 1-888-327-4236

PARTS CONTENT INFORMATION

FOR VEHICLES IN THIS CARLINE:
U.S./CANADIAN PARTS CONTENT: 20%
MAJOR SOURCES OF FOREIGN PARTS CONTENT: MEXICO 42%

NOTE: PARTS CONTENT DOES NOT INCLUDE FINAL ASSEMBLY, DISTRIBUTION, OR OTHER NON-PARTS COSTS.

FOR THIS VEHICLE:
FINAL ASSEMBLY POINT: SAN LUIS POTOSI, MEXICO
COUNTRY OF ORIGIN: MEXICO
ENGINE: MEXICO
TRANSMISSION: CANADA

© 2023 General Motors LLC. GMLB_PROD_0043 - 10/23/2023

ORDER NO CHEV3W SALES CODE E
SALES MODEL CODE 10X25
DEALER NO 18560
FINAL ASSEMBLY: SAN LUIS POTOSI, MEXICO
VIN 3GNAXSEG8RL331868 REISSUE

DEALER TO WHOM DELIVERED
PAT MCGRATH CHEVROLET
1616 51ST ST NE
CEDAR RAPIDS, IA 52402-2447

Equipped with the safety and security of OnStar:
Visit onstar.com for details.
onstar.com for help.



\$41,250

CITY OF OTTUMWA
BUILDING AND CODE ENFORCEMENT DEPARTMENT

SPECIFICATIONS FOR A MID-SIZE 4 DOOR AWD OR 4X4 SUV

Minimum specifications for bid of a mid-size 4 door AWD or 4x4 SUV – Current Model Year. Items bid will be equal to or exceed the written specifications. Any deviation to the specifications will be written and explained. Failure to explain is cause for an invalid bid. Literature will accompany the bid. The City reserves the right to reject any or all bids.

Brand of equipment Ford

Model Number Explorer 2025

Dealer Bidding Stivers Ford Lincoln

Authorized Dealer for product bid: Yes (✓) No () If no, who are you bidding with

EPA rated SUVs, V6 cylinder engine

<u>CAB & BODY</u>	CHECK ONE	
	YES	NO
Front bucket seats, heavy duty vinyl or cloth upholstery, foam cushion	(✓)	()
Interior Color – gray	(✓)	()
Vinyl floor covers <u>NA Carpet</u>	()	(✓)
AM/FM Radio, factory installed	(✓)	()
Power exterior mirrors	(✓)	()
Dome light	(✓)	()
Intermittent wipers	(✓)	()
Whelen MC23 Amber Strobe with Acari 101 Drill Free 22" low profile mount	(✓)	(✓)

Whelen MC23 Amber Strobe
no mount
Bolts to the Roof

	yes	no
Standard front bumper	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Standard rear bumper	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Color: white	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>ENGINE - CHASSIS - DRIVE</u>		
Engine: V6 NA sub 2.3eco boost IH 300 HP 310 TQ	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Magnetic drain plugs (magnetic collectors are satisfactory if magnetic drain plugs are not available) NA on Fords	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Automatic transmission	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Alternator: 12 volt, 75 amp minimum	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Battery: 525 CCA (maintenance free/long life type)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Anti-Lock Brakes	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Power steering	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tires – all terrain (5 required) P metric sizing required spare tire required NA Sub All season AS BSW	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Limited slip differential standard axle ratio NA	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rust proofing – factory	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Automatic Daytime Running Lights	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Air conditioning	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cruise Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>LITERATURE</u>		
One (1) copy of service, parts, operators, body manuals, books, or in CD form	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Ford does not have info about these

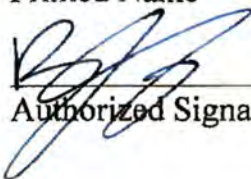
WARRANTY: (specify) 3 years 36k Limited Comp
5 years ~~36k~~ 60k powertrain

The City will sign for delivery but no acceptance until we have sufficient time to properly inspect the equipment. Please set up an appointment for delivery.

Minimum 3 year or 36,000 mile warranty on truck and "optional" manufacturer's prices for extended warranty.

VARIATIONS: If the equipment offered differs from the provisions contained in this specification, such differences must be explained on a separate sheet and labeled as such. All such bids will receive considerations if such deviations do not depart from the intent of the specifications and are in the best interests of the purchaser. It is not our intent to disqualify any quality equipment if your equipment does not meet these qualifications.

Ryley Schleder
Printed Name


Authorized Signature

6/20/24
Date

received
6-26-24 8:00A

Item No. I.-4.

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: July 2, 2024

Jake Rusch

Prepared By

Building and Code Enforcement

Department

Zach Simonson

Department Head



City Administrator Approval

AGENDA TITLE: Resolution No.154-2024. A resolution awarding the contracts for Asbestos abatement and demolition of the condemned property at 903 Silk.

****Public hearing required if this box is checked ****

The Proof of Publication for each Public Hearing must be obtained by the Staff Secretary. If the Proof of Publication is not obtained, the item will not be placed on the Agenda.

RECOMMENDATION: Pass and Adopt Resolution 154-2024

DISCUSSION: The structure at 903 Silk was burned by the fire department. Bids for this foundation Demolition and cleanup project were accepted until 2 P.M. on June 20, 2024. Five demolition and clean up bids were received. Torres Construction submitted the best bid in the amount of \$6500.00 but did not include a bid deposit. Therefore, this bid had to be disqualified. Dan Laursen submitted the next best bid in the amount of \$7,490.00 for the Demolition and cleanup. Staff recommends awarding him the contract. A bid tab is attached.

RESOLUTION NO. 154-2024

A RESOLUITON AWARDING THE CONTRACT FOR THE DEMOLITION AND CLEANUP OF THE CONDEMNED PROPERTY AT 903 SILK STREET.

WHEREAS, the City of Ottumwa has accepted bids for the above referenced project until 2pm on June 20, 2024; and

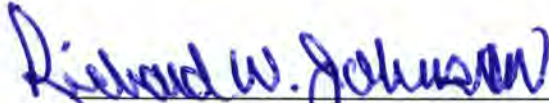
WHEREAS, the lowest qualified bid was from Dan Laursen in the amount of \$7,490.00 for Demolition;

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA IN THE STATE OF IOWA THAT:


Dan Laursen be awarded the contract for the demolition of the condemned property at 903 Silk Street in the amount of \$7,490.00 for demolition, cleanup and leveling of the lot.

APPROVED, PASSED AND ADOPTED this 2nd day of July 2024.

CITY OF OTTUMWA, IOWA


Richard W. Johnson Mayor

ATTEST:



Christina Reinhard, City Clerk

903 SILK STREET	Asbestos	Demolition	Total
Torres Construction	NA	\$6,500.00	\$6,500.00
Dan Laursen	NA	\$7,490.00	\$7,490.00
Tony Vermeer	NA	\$9,000.00	\$9,000.00
Donald Jones	NA	\$10,210.00	\$10,210.00
Daniel McKee	NA	\$10,400.00	\$10,400.00
Best Bid For Demolition and clean up:			
Dan Laursen			\$7,490
Total:			\$7,490



CITY OF
OTTUMWA

REQUEST BID FOR DISPOSAL AND DEMOLITION OF 903 SILK STREET OTTUMWA, IOWA

BID FORM

Address	Asbestos Bid	Demolition Bid	TOTAL BID
903 SILK STREET	7,118.⁰⁰	7,490. ⁰⁰	7,490. ⁰⁰
		7,490. ⁰⁰	7,490. ⁰⁰

Initial here if you are willing to have individual portions of your bid considered for award.

It is understood that the City reserves the right to accept or reject any or all proposals, to disregard any formality in connection therewith, or to accept any proposal, which in its opinion, is in the best interest of the City.

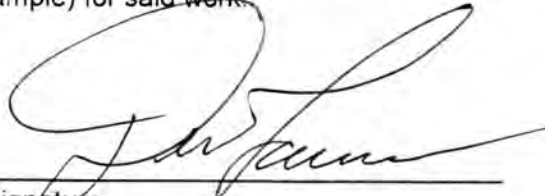
A Bid Security must be included in the sealed bid envelope along with this bid sheet. The bid security must equal ten percent (10%) of the total bid price and must be in the form of cash or a cashier's check or as a certified check drawn on a bank in Iowa or chartered in the United States, or a certified share draft drawn on a credit union chartered under the laws of the United States.

The Successful Bidder shall then provide a performance bond with corporate surety to one hundred percent (100%) of the bid price on all projects. A cashier's check, a certified share draft, as described above or cash may be used. An irrevocable letter of credit stating the

amount of the project for an amount equal to 100% of the bid price may be substituted for the performance bond.

The Bid Form and Work Required document automatically become part of the final contract should this proposal be accepted.

If my proposal is accepted, I, the undersigned, agree to enter into a contract (see attached sample) for said work.


Signature

DAN LAURSON
Printed Name

510 Morae Dr.
Address

641-799-3818
Telephone Number

OTTUMMA IA.
City, State, Zip

6-20-24
Date

DAN LAURSON 44 Q Yahoo.com
E-mail Address

received
6-26-24 12:45 pm

Item No. I.-5.

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of : Jul 2, 2024

Barbara Codjoe

Prepared By

Barbara Codjoe

Department Head

Administration

Department



City Administrator Approval

AGENDA TITLE: Resolution #155-2024 - Approve and authorize signature of MOU regarding WPCF Maintenance Technician salary between the City of Ottumwa and Teamsters local No. 238 for the WPCF Department.

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt resolution #155-2024.

DISCUSSION: Approve and authorize the mayor to sign the MOU between the City of Ottumwa and Teamsters local No. 238 for the WPCF Department.

When salary increases were being put into the system, it was noted there was an error in the salary figures for WPCF Maintenance Technician Step 2 for FY25 and FY26. A typo from the FY24 salary schedule was not corrected before multipliers were applied.

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed:

RESOLUTION NO. 155-2024

RESOLUTION APPROVE UPDATE TO MAINTENANCE TECHNICIAN SALARY

WHEREAS, the City of Ottumwa, Iowa desires to update a salary step in the Public Works contract regarding Water Pollution Control Facility (WPCF) Maintenance Technician for step 2 for FY25 and FY26; and

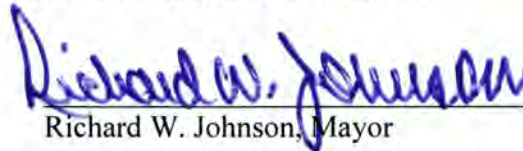
WHEREAS, the City of Ottumwa has reviewed and revised said MOU and finds that approval of said policies and procedures, as revised, would be in the best interest of the City and the employees of the City covered under Teamsters Local No. 238 for the WPCF department, and;

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

the said MOU, with an effective date of July 3, 2024 are hereby adopted by and for the City of Ottumwa, Iowa, and rescinding all others.

PASSED, ADOPTED and APPROVED this 2nd day of July, 2024

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

ATTEST:


Christina Reinhard, City Clerk

**MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF OTTUMWA, IOWA
AND
TEAMSTERS LOCAL 238**

The City of Ottumwa, Iowa (hereinafter the "City") and Teamsters Local 238 (hereinafter the "Union"), enter into this Memorandum of Understanding (hereinafter the "Agreement") on this 2nd day of July, 2024.

WHEREAS, the City and the Union are parties to a collective bargaining agreement effective July 1, 2024 and continuing through June 30, 2026; and

WHEREAS, an error in pay calculations were found for the pay grade "WPCF Maintenance Technician" for step 2 (6 months); and

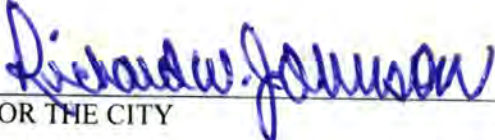
WHEREAS, the hourly pay rate for step 2 should be \$22.91 for FY2025; and

WHEREAS, the hourly pay rate for step 2 should be \$23.60 for FY2026.

IT IS THEREFORE AGREED AS FOLLOWS:

The City and the Union will change Exhibit A to reflect the changes noted.

This MOU will be attached to the current Collective Bargaining Agreement and the adjustment will be incorporated for future collective bargaining agreements.



FOR THE CITY



FOR THE UNION

received
7-1-24 135p

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of : Jul 2, 2024

Planning & Development
Department

Jake Rusch
Prepared By
Zach Simonson
Department Head

City Administrator Approval

AGENDA TITLE: Resolution No. 156- 2024, a resolution setting July 16th, 2024 as the date of a Public Hearing on the disposition of City owned property located at 109 E Woodland Avenue.

****Public hearing required if this box is checked.****

The Project/Publication for each Public Hearing must be attached to this Staff Summary. If the Project/Publication is not attached, the item will not be placed on the agenda.

RECOMMENDATION: Pass and adopt Resolution No. 156- 2024

DISCUSSION: The City owns a house at 109 E Woodland Avenue. The city seeks to sell this property to the highest bidder. The proposal will be brought to the July 16th, 2024 City Council meeting.

Source of Funds:

Budgeted Item: Budget Amendment Needed:

RESOLUTION No.156 - 2024

A RESOLUTION SETTING July 16TH, 2024 AS THE DATE OF A PUBLIC HEARING ON THE DISPOSITION OF CITY OWNED PROPERTY LOCATED AT 109 E WOODLAND AVENUE

WHEREAS, the City of Ottumwa, is the present title holder to the property legally described as AUD. SUB-DIV. NW NW SEC. 19-72-13 LOT 4 OF AL 1 50' X 150' NW NW (109 E Woodland) City of Ottumwa, Wapello County, Iowa, also known as 109 E Woodland Avenue; and

WHEREAS, the above described property is a Placarded Property within the city of Ottumwa; and

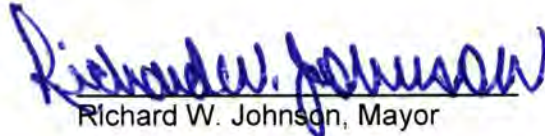
WHEREAS, the City will dispose of the property to the interested party.

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

That the 16th day of July 2024 at 5:30 PM at the City Council meeting located at 102 Church Street in the City of Ottumwa, Iowa, be and the same is hereby fixed as the time, date and place for a public hearing on the notice of intent to dispose of real property legally described above to the interested party and the City Clerk is authorized and directed to publish notice of said public hearing as provided by law.

PASSED AND ADOPTED this 2nd day of July 2024.

City of Ottumwa, Iowa


Richard W. Johnson, Mayor

ATTEST:


Christina Reinhard, City Clerk

received
6-28-24 8Am

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Jul 2, 2024

Planning & Development
Department

Zach Simonson
Prepared By
Zach Simonson
Department Head



City Administrator Approval

AGENDA TITLE: Resolution No. 157-2024: Resolution Accepting Work as Final and Complete for the Capitol Lofts Project (22-ARPDH-045) and Authorizing Reimbursement from the Final Grant Draw

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution No. 157-2024

DISCUSSION: In 2022, the City was awarded an American Rescue Plan Downtown Housing Grant for the Capitol Lofts Project (22-ARPDH-045). For this project, the Ottumwa Legacy Foundation constructed four upper-story apartments above the Capitol Theatre at 231 E Main. The total project cost was \$1,364,350.46. The grant from Iowa Economic Development Authority covered \$300,000, there was no additional City match. The work is

Source of Funds:

Budgeted Item: Budget Amendment Needed:

approved for occupancy. \$180,000 has already been drawn on the grant and reimbursed to the Legacy Foundation. This resolution approves the work as complete and authorizes the reimbursement of the final \$120,000 when it is received from IEDA.

RESOLUTION NO. 157-2024

RESOLUTION ACCEPTING THE WORK AS FINAL AND COMPLETE FOR THE CAPITOL LOFTS PROJECT (22-ARPDH-045) AND AUTHORIZING REIMBURSEMENT FROM THE FINAL GRANT DRAW

WHEREAS, Resolution No. 207-2022 entered the City of Ottumwa into a Development Agreement with the Ottumwa Legacy Foundation for the Capitol Lofts Project at 231 E Main; and

WHEREAS, the City of Ottumwa was awarded \$300,000 for the American Rescue Plan Downtown Housing Grant for the Capitol Lofts

WHEREAS, the Legacy Foundation as fulfill the terms the Development completing four upper-story apartment units at 231 E Main; and

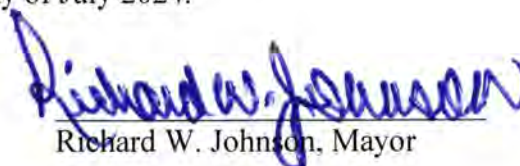
WHEREAS, the total cost for the project was \$1,364,350.46 of which the American Rescue Plan Downtown Housing Grant provides \$300,000 and there is no additional City match; and

WHEREAS, \$180,000 has previously been drawn on the grant;

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

That work for the Capitol Lofts Project (22-ARPDH-045) be accepted as final and complete and upon receipt of the remaining of American Rescue Plan Downtown Housing Grant funding, the Legacy Foundation be reimbursed the final \$120,000.

PASSED AND APPROVED this 2nd day of July 2024.


Richard W. Johnson, Mayor

ATTEST:


City Clerk

Capitol Lofts Reimbursable Expenditures

The grant was for \$300,000 and required a 25% match. The following is a list of contractors/Vendors that were utilized for the grant reimbursement.

O'Brien Electric	\$173,228.00	For all electrical work
Elite Fire	\$97,581.15	For sprinkler system
Walsh Door	\$64,323.30	For doors
Pella	\$41,962.84	For windows
Total	\$377,095.29	

Total Construction Costs for Capitol Lofts \$1,364,350.46



Capitol Lofts



Capitol Lofts

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Jun 18, 2024

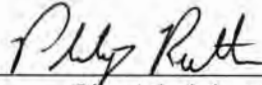
Philip Rath

Prepared By

Administration

Department

Department Head



City Administrator Approval

AGENDA TITLE: Resolution 147-2024 - Approving an Agreement with McMahon Associates, Inc. for Professional Consulting Services

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution 147-2024

DISCUSSION: With the retirement of Fire Chief Miller in September of 2023, the position has not been filled in a permanent capacity. The City has attempted to fill the position on two occasions. The first time resulted in one eligible candidate who was offered the position and turned it down. The second time resulted in one applicant who was not certified under the civil service procedure. Since the first failed attempt to fill the position I have been looking for alternative support to assist with the administrative functions of the role. One of these options was a retired fire chief who reviewed the opportunity and expressed the task bigger than one person could take on. Another option that was explored was the use of a company which

Source of Funds: General Fund - Fire

Budgeted Item: Budget Amendment Needed:

specializes in the management of public safety and municipal entities. Attached to this document is a proposal for Professional Consulting Services for the fire department. The company would assign a team of professionals who have experience in the fire and emergency services area. They would be on site 4-5 days per month and available for consultation and support outside of those days.

The team would work with fire officers, city administration, and outside agencies as needed to review current practices and make recommendations related to required trainings, compliance with legal guidelines and standards, equipment, standard operating guidelines and policies, general operations, and EMS coordination. They work with current staff and DO NOT take command at any scene or incident. The company would provide support and guidance on the administrative side of the job and may prepare staff to be ready and able to take on the position the next time the job is posted for hire and/or assure the outside agencies that the City of Ottumwa of its support for the fire department and its future operation.

RESOLUTION NO. 147-2024

**RESOLUTION APPROVING AN AGREEMENT WITH
MCMAHON ASSOCIATES, INC FOR
PROFESSIONAL CONSULTING SERVICES**

WHEREAS, the City of Ottumwa has been operating without a full time fire chief since the retirement of Tony Miller; and

WHEREAS, the City has attempted on two separate occasions to fill the role and has been unsuccessful on both occasions, the first attempt resulting in a candidate turning down an offer and the most recent attempt receiving only one applicant; and

WHEREAS, McMahon Associates, Inc. has a Public Safety & Municipal Management component of their company which can provide support and counsel to the Interim Fire Chief, the Department, and the City; and

WHEREAS, the City has identified a need for Fire Management Counsel by professionals who can provide administrative support while evaluating and making recommendations related to the operating policies and procedures, equipment, training, and compliance of the fire department; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Ottumwa, Iowa, that the proposed Agreement between the City of Ottumwa, Iowa and McMahon Associates Inc. be hereby approved.

BE IT FURTHER RESOLVED, by the Ottumwa City Council of the City of Ottumwa, Iowa, that the Mayor and City Clerk are hereby authorized and directed to execute said resolution and the attached Agreement.

APPROVED, PASSED AND ADOPTED, this 18th day of June, 2024.

CITY OF OTTUMWA, IOWA

Richard W. Johnson, Mayor

ATTEST:

Christina Reinhard, City Clerk

PUBLIC SAFETY &
MUNICIPAL MANAGEMENT

Proposal
For Professional
Consulting Services

Fire Management Counsel

Prepared for The



WAPELLO COUNTY | IOWA

February 12, 2024

Prepared By

Kevin Kloehn, Public Safety Specialist

Jeffrey R. Roemer, Public Safety Manager

McMAHON
ENGINEERS / ARCHITECTS

Fire Management Counsel

Prepared for The



Prepared By
McMahon Associates, Inc. | NEENAH, WISCONSIN
February 12, 2024

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February 12, 2024

City of Ottumwa
Attn: Philip Rath, City Administrator
105 E. Third Street
Ottumwa, IA 52501

Dear Mr. Rath,

We are pleased to submit a proposal for Fire Management Counsel for the City of Ottumwa. Our teams' passion for Public Safety and working with Fire Management provides the basis for our interest in submitting this proposal. The McMahon Associates, Inc. (McMahon) team of consultants will not only meet your expectations, but also have extensive Fire Management experience.

McMahon's Public Safety and Municipal Management Group is a national and international consulting firm whose focus is on public sector consulting services. Most of our clients are public sector entities: municipalities, counties, tribes, or special districts. Our team of consultants are all senior level staff and are either current or former municipal management practitioners. An important component of our approach is frequent communication with the Administration.

Our extensive operational and strategic experience in the public safety area uniquely qualifies us for a project of this nature. The team has management, operational, technical, and consulting experience with all types of municipal and public safety operations experience.

Thank you again for the opportunity to submit this proposal. If you have any questions or desire to schedule a meeting where we can present our proposal in more detail and answer any questions, please feel free to contact me at 920-751-4200 ext. 403 or by email at kkloehn@mcmgrp.com. We look forward to working with you on this important project!

Respectfully,
McMahon Associates, Inc.

Kevin Kloehn
Public Safety Specialist

Jeffrey R. Roemer
Public Safety Manager

JRR:kmh

McMahon provides public management consulting that provides professional, high quality public management consulting, project management and other related services to organizations throughout the United States and abroad. Our consultants have served the needs of numerous municipalities throughout the United States and remain very active with several public safety and government related organizations including:

- Wisconsin City/County Management Association
- International City/County Management Association
- Wisconsin State Fire Chiefs Association
- International Association of Fire Chiefs
- International Association of Police Chiefs
- Association of Public Safety Communications Officials
- Paramedic Systems of Wisconsin
- National Emergency Number Association
- National Police Protection Association
- Wisconsin Society of Certified Public Managers
- Wisconsin State Police Chiefs Association
- Wisconsin Association of Public Safety Communications Officials

Our consultants possess in-depth knowledge of relevant aspects of public service, which includes administration, communications, organization, labor relations, human resources, economics, and standards. This knowledge allows us to provide clients with an intellectual and objective analysis of the information received. This information is then presented in an easily understood format, allowing policy boards to make knowledgeable and informed decisions.

Project progress is measured against an established work plan, timetables, budget, and list of deliverables. Project methodology includes frequently scheduled progress meetings to discuss progress as well as new or unanticipated issues. The work plans are focused, coordinated, and logical. Project team members are also available throughout the duration of the project.

Our approach to this project requires a clear understanding of the current Fire Departments organization, staffing, operations, administration, planning, and related concerns. The key elements of our methodology include:

- A clear understanding of the project background, complex issues involved and the goals and objectives.
- A work plan that is comprehensive, well designed, practical and provides for ample opportunity for client input.
- Sufficient resources and a commitment to successfully completing the project within the desired time frame and at a reasonable cost.

Client Input

To provide Fire Management Counsel and make specific recommendations, it is critical that we receive quality information from officials, and staff. Accordingly, our approach includes regular meetings with the City Administrator and Fire Chief, along with associated agencies that would have valuable information to communicate to the Service.

Practical Recommendations

Our goal is to provide our client with realistic recommendations for the administration and management of the fire department. These recommendations need to be practical and based on sound practical standards and legal considerations.

Project Management

A successful assessment and the provision of effective recommendations requires a special effort to ensure that all levels of the project receive adequate attention and those findings and recommendations are thoroughly coordinated. This is accomplished by the development and adherence to a project work plan, clear management team assignments and frequent communications with the City and Fire Department Administration.

Department Meetings

Initial meetings will be held with the City and Fire Administration and/or Fire Officers, to review the duties and responsibilities of McMahon during the term of this project.

Management Team

The management team will consist of the McMahon project team, primarily Kevin Kloehn, and the City Administrator, the Fire Chief and his Officers. This team will meet initially to organize and plan the communications structure, the daily, weekly, and monthly work plan, which will be utilized to complete the project.

Availability

The McMahon project manager will be on-site an average of four to five days per month and will provide the ability for direct communications with the Fire Chief and City Administrator daily.

Administration

The management team will manage the project direction, revisions of department operations, coordination of agencies and resource needs.

Training

The management team will develop a department-wide training plan, which will outline training responsibility and provide adequate training for all department personnel on related changes to the Department based on the recommendations.

Compliance

The management team will review all current administrative rules and applicable standards, along with current departmental practices to ensure compliance with relevant legal guidelines and standards. McMahon will also assist with coordinating corporate and public legal assistance if needed.

Equipment and Maintenance

The management team will review current equipment, maintenance procedures and provide recommendations for any changes based on the resource recommendations.

Standard Operating Guidelines

The Project Manager will also provide guidance and assistance with the implementation and training of any changes to the department standard operating guidelines and response plans.

External Contacts

The Project Manager will assist with external fire departments, dispatch and related agencies as needed.

Reporting

A management summary report will be provided to the City Administrator monthly. This report will outline the project team and department activities and actions that have taken place during this project.

Emergency Scene Operations

The management team will review current incident scene practices and uniformity and develop and refine related standard operating guidelines to assure adherence to safety standards, best tactical practices, and uniformity throughout the Department, based on the recommendations. McMahon personnel will not be in a position to take command at the scene of any incident.

EMS Coordination

The Project Manager would also be available to assist with EMS coordination as needed by the Department.

Project Fee

McMahon Associates, Inc. proposes to provide the Scope of Services described in this Proposal for the Fire Management Counsel as follows:

Time & Expense estimated at: \$10,000 - \$13,000 per month

Upon acceptance of this Proposal, McMahon will prepare an Agreement incorporating the Scope of Services and terms outlined here. All services will be provided in accordance with our General Terms & Conditions, dated November 10, 2024, which will be incorporated into the Agreement for reference.

Invoices will be sent every month based on the previous months' time and expenses.

Project Schedule

McMahon has the staff available to begin this project immediately upon award. Based on our prior experience in projects similar in nature, it is estimated that it will take approximately five to eight (5-8) months to complete. This timeline is contingent upon the compliance issues that need to be worked on. There will be weekly communications with the City Administration and regular review of project hours and prioritizing of objectives.

Personnel assigned to this project are selected from McMahon Associates, Inc. (McMahon). The Project Manager supervises the Project Team and clerical personnel support the team. The combined resources ensure that the client receives the best possible combination of professional attention.

Kevin K. Kloehn – Public Safety Specialist

Kevin will serve as Project Manager. Kevin has over 31 years of experience in the Fire, Emergency Medical, and Emergency Management field. He recently retired as a Fire Chief of a consolidated fire department in Wisconsin. Before his position as Fire Chief, he worked as a Shift Commander/Battalion Chief, Captain, and Driver. Prior to becoming a career Fire Chief, Kevin worked as a Fire Chief for a Volunteer Department in which he consolidated two (2) Fire Departments within a Community. Kevin has experience on two (2) major Consolidation Projects, Strategic Planning, Emergency Operations Planning, and developing Training Plans for new Firefighters.

Kevin I. Bierce – Senior Public Safety Specialist

Chief Bierce has been the Fire Chief for the City of Pewaukee Fire Department since 2008 where he oversees all emergency operations. Prior to becoming Chief, he worked in various positions including Assistant Chief, Division Chief of Prevention, Captain, and Lieutenant. As Division Chief of Inspections, Kevin worked to combine the building inspection department of two communities under the authority of the Fire Department to create the Building Services Division overseeing building, zoning, and plan review of all structures in the Village and City of Pewaukee. He is a licensed building official and serves by appointment of the Governor of Wisconsin on the Wisconsin Commercial Building Code Council, responsible for the oversight and review of the Wisconsin Building Codes.

Robert C. Whitaker – Senior Public Safety Specialist

Robert will assist the Project Team and has over 25 years of experience in the fire, emergency medical and emergency management field. He currently works as a Fire Chief/Administrator of a consolidated fire department in Wisconsin. Before his position as Fire Chief/Administrator, he worked as a Deputy Chief of Administration, Battalion Chief and Training Chief. Robert has worked as a consultant on a variety of public sector management projects, including multiple projects on fire service consolidation and shared service initiatives.

Gerald W. Kudek – Public Safety Specialist II

Gerald is an experienced and dedicated public safety professional with over 38 years of experience in the fire service. Starting as a paid-on-call firefighter, he advanced to a full-time career and has served in every aspect of the fire department, from firefighter/EMT, Motor Pump Operator, Lieutenant in charge of Training, Battalion Chief, and to his last 10 years as Fire Chief. His strong leadership and relationship building skills were key as the department gained City Council approval of 9 new firefighter positions (without grant or referendum), as well as moving forward with new station construction and a station remodel. His areas of expertise include fiscal responsibility, problem solving, and innovative thinking.

Jeffrey R. Roemer – Public Safety Manager

Jeff will assist the Project Team with review of project specific information and processes as well as advise on findings and recommendations. He has over 35 years of experience in public safety and is currently Public Safety Manager of the Public Safety & Municipal Management Group for McMahon. He is a certified public manager and has been providing full-time public safety management consulting for the last 24 years. He worked as a Fire Chief, Police Chief, EMS Director, and Emergency Management Director before moving into public management consulting. He has worked with over 300 public safety clients nationwide and internationally.

RIPON AREA FIRE DISTRICT
Strategic Planning & Org Analysis and Fire Management Counsel
Ellen Sorenson
515 Aspen Street,
Ripon, WI 54971
920-745-2262

CITY OF MAUSTON
Fire Management Counsel
Mauston Police and Fire Commission
Brian McGuire, Chairman
btmcguire77@gmail.com
303 Mansion Street
Mauston, WI 53948
608-548-3035

HOLMEN FIRE DISTRICT
Fire Department Sustainability and Fire Management Counsel
Patrick Barlow, Fire Board President
barlow@holmenwi.com
710 South Main Street,
Holmen, WI 54636
608-526-9363

CITY OF BARABOO, WI
Fire Dept. Organizational & Consolidation Feasibility Study
Edward Geick, City Administrator
101 South Blvd
Baraboo, WI 53913
608-355-2715

CITY OF DE PERE, WI
Fire Dept. Organizational & Consolidation Feasibility Analysis and Interim Fire Chief Services
Larry Delo, City Administrator
335 S. Broadway
De Pere, WI 54115
920-339-4044

VILLAGE OF GERMANTOWN
Fire Management Counsel Services
Steven Kreklow, Village Administrator
skreklow@germantownwi.gov
N112W1701 Mequon Road
Germantown, WI 53022
262-250-4775

CITY OF GREEN BAY
Interim Fire Chief Services
Eric Genrich, Mayor
100 N. Jefferson Street
Green Bay, WI 54301
920-448-3000

VILLAGE OF JOHNSON CREEK
Interim Fire Chief Services and Fire Management Counsel
Sam Bell, Village Clerk
samb@johnsoncreekwi.org
125 Depot Street
Johnson Creek, WI 53038
920-699-2296