



TENTATIVE AGENDA  
OTTUMWA CITY COUNCIL

SPECIAL WORK SESSION NO. 34  
Room 8B – Depot Conference Room

October 22, 2024  
5:30 O’Clock P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Council Member Reid, Galloway, Hoffman, McAntire, Caviness and Mayor Johnson.

APPROVAL OF AGENDA

1. Golf Cart Registration: fees, process, etc.
2. Ottumwa Airport Feasibility Study for Commercial Flights.
3. Fountain at Greater Ottumwa Park –Lagoon – Campground – pump with lighting system.
4. Grants Administrator – add this position to city staff?
5. City Council Public Forum and Council Decorum.
6. Fitness Courts.
7. Increased homeless population.

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

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. \*\*\***



[ CITY OF ]  
O T T U M W A

**FAX COVER SHEET**

City of Ottumwa

DATE: 10/18/2024 TIME: 11:30 AM NO. OF PAGES 2  
(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 Special City Council Work Session Meeting #34 to be held on 10/22/2024 at 5:30 P.M. in Room 8B – 2<sup>nd</sup> Floor Depot Conference Room, 210 West Main Street.

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 FAX MULTI TX REPORT  
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 DEPT. ID 4717  
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\_\_\_\_\_  
\_\_\_\_\_



Ordinance No. 3232-2024

AN ORDINANCE AMENDING CHAPTER 23, MOTOR VEHICLES AND TRAFFIC, OF THE CODE OF ORDINANCES OF THE CITY OF OTTUMWA, IOWA BY ADDING A NEW ARTICLE XVI, GOLF CARTS, THEREIN FOR THE PURPOSES OF REGULATING THE OPERATION OF GOLF CARTS WITHIN THE CORPORATE LIMITS OF THE CITY OF OTTUMWA, IOWA

WHEREAS, Section 321.247 of the Code of Iowa permits the City Council (“Council”) of the City of Ottumwa, Iowa (“City”) to affirmatively approve the operation of golf carts on city streets by person’s possessing a valid driver’s license; and

WHEREAS, the Council has considered and deliberated on the question of whether to approve the operation of golf carts on city streets in the City; and

WHEREAS, the Council finds it to be in the public interest to allow the operation of golf carts on city streets in the City, subject to applicable provisions of the Code of Iowa and the Municipal Code of the City of Ottumwa, Iowa, as hereby amended.

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 adding a new Article XVI to Chapter 23, Motor Vehicles and Traffic, as follows:

ARTICLE XVI – GOLF CARTS

Sec. 23-522. PURPOSE.

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

Sec. 23-523. DEFINITIONS.

For use in this article the following terms are defined:

- (a) 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.
- (b) 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.

- (c) 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.
- (d) 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.

Sec. 23-524. OPERATION OF GOLF CARTS PERMITTED.

- (a) Golf carts may be operated upon city streets by persons possessing a valid driver's license, subject to the additional provisions of this article. 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]).
- (b) Golf carts and operators of golf carts are considered vehicles and shall be subject to the Ottumwa Traffic Code when operating on city streets.
- (c) Golf carts are not subject to registration provisions of Chapter 321 of the Code of Iowa. (Code of Iowa, Sec. 321.247[2])

Sec. 23-525. 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; and
- (6) City of Ottumwa registration

Sec. 23-526. 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])



23-527. PROHIBITED STREETS.

Golf carts shall only be operated upon streets with a posted speed limit of 30 MPH or less as identified under Ottumwa city code 23-150 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])

Sec. 23-528. RULES OF OPERATION.

- (a) 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.
- (b) 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.
- (c) When two or more golf carts are being operated in the same direction and general vicinity, they shall proceed in single file.
- (d) No golf carts shall be operated upon city sidewalks, or multi-use trails – including the Ottumwa Trail System.
- (e) 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.
- (f) The operator of a golf cart shall yield the right of way to pedestrians, bicycles, electric scooters, electric bicycles, and other micro-mobility devices.
- (g) No person shall operate a golf cart along city streets while under the influence of alcoholic beverages, narcotics, or habit-forming drugs.
- (h) 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.
- (i) 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.

- (j) 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.

Sec. 23-529. 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.

Sec. 23-530. 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 article 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.

Sec. 23-531. 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.

Sec. 23-532. INSURANCE REQUIRED.

- (a) 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.
- (b) The amount of coverage should follow Section 321A.21 of the Code of Iowa, 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.

Sec. 23-533. PERMIT REQUIRED.

- (a) 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 article and the Code of Iowa.

- (b) 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.
- (c) 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.
- (d) 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 article may be transferred with sale of the golf cart.
- (e) 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.
- (f) 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.
- (g) This section does not apply to golf carts owned by a golf cart dealer, wholesaler or golf course owner.

Sec. 23-534. GROUNDS FOR REFUSING, SUSPENDING, OR REVOKING A GOLF CART REGISTRATION PERMIT.

- (a) 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 23-525.
  - (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.
- (b) 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.

Sec. 23-535. EXCEPTIONS.

- (a) 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 Section 23-527, 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.
- (b) Business Use. A permit will not be required for businesses administering driving tests for golf carts.

**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.** 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 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 on the 6 day of August, 2024.

Passed on its second consideration on the 20 day of August, 2024.

Passed on its third consideration on the 3 day of September, 2024.

Approved this 3 day of September, 2024.

CITY OF OTTUMWA, IOWA  
Richard W. Johnson  
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  
Christina Reinhard, CMC, City Clerk



received  
9.12.2024 10:20

# CITY OF OTTUMWA Staff Summary

**\*\* ACTION ITEM \*\***

Council Meeting of: Sep 17, 2024

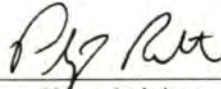
Philip Rath

Prepared By

Administration

Department

Department Head



City Administrator Approval

AGENDA TITLE: Resolution 202-2024 - Resolution Establishing Permit Fee for Golf Cart Registration Per Sec. 23-533 of the Code of Ordinances of the City of Ottumwa, Iowa

\*\*\*\*\*

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

RECOMMENDATION: Pass and adopt Resolution 202-2024

DISCUSSION: On September 3, 2024 the third and final reading of Ordinance 3232-2024, which amended Chapter 23 - Motor Vehicles and Traffic to add Article XVI - Golf Carts was approved by the City Council. In accordance with that ordinance, the city council is to set the registration fee for golf cart permitting. Staff has evaluated the process of issuance and enforcement and is recommending an annual fee of \$60 which would be prorated on a quarterly basis (\$15 / quarter or fraction thereof).

Source of Funds:

Budgeted Item:

Budget Amendment Needed: No

**RESOLUTION NO. 202-2024**

**RESOLUTION ESTABLISHING PERMIT FEE FOR GOLF CART  
REGISTRATION PER SEC. 23-533 OF THE CODE OF  
ORDINANCES OF THE CITY OF OTTUMWA, IOWA**

**WHEREAS**, the City Council of the City of Ottumwa, Iowa (“City Code”) has adopted an ordinance to provide for the regulated and lawful use of golf carts within the corporate limits of the City of Ottumwa, Iowa; and

**WHEREAS**, Section 23-533 of the City Code requires the City Council to establish a permit fee for the registration of golf carts under the City Code; and

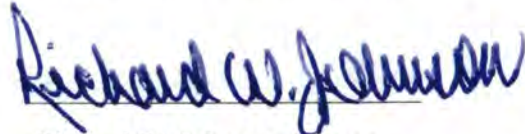
**WHEREAS**, city staff have created an application permit form and evaluated the estimated cost to issue and enforce the permitting process.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Ottumwa, Iowa, that the fee for the registration of golf carts is hereby established and approved at an annual rate of \$60 with a proration of \$15 per quarter.

**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 17<sup>th</sup> day of September, 2024.

CITY OF OTTUMWA, IOWA



Richard W. Johnson, Mayor

ATTEST:



Christina Reinhard, City Clerk



# Golf Cart Permit

210 W. Main Street, Ottumwa, IA 52501 | PH: 641.683.0620 | Email: reinhardc@ottumwa.us

Golf Cart Owner \_\_\_\_\_  
 First and Last Name \_\_\_\_\_  
 Residential Address \_\_\_\_\_  
 Contact Phone # \_\_\_\_\_

### Golf Cart Information

Serial Number \_\_\_\_\_

Make & Model \_\_\_\_\_

Year \_\_\_\_\_ Color \_\_\_\_\_

### Golf Cart Information

**\*\*Proof of insurance must be carried in the Golf Cart at all times.\*\***  
**\*\*Registration permit tag must be displayed on safety flag.\*\***

Under penalties of perjury, I declare this vehicle is insured with the company names below and I will maintain liability insurance throughout the registration period in accordance with the section 621 of the Code of Iowa.

Name of Insurance Company \_\_\_\_\_

### Equipment Requirements

Check off that the following is on or included with the Golf Cart:

<input type="checkbox"/> Slow Moving Vehicle Sign	<input type="checkbox"/> Adequate Brakes - Code of Iowa 321.247
<input type="checkbox"/> Safety Flag (extends above roof)	<input type="checkbox"/> Head Lights, Brake Lights, Turn Signal Lights
<input type="checkbox"/> Rear View Mirror	<input type="checkbox"/> Proof of Insurance

I have read and understand the golf cart ordinance and requirements to operate a golf cart on the streets of Ottumwa, IA. I have reviewed the Prohibited Streets section and understand there are areas where golf carts are not allowed.

Signature \_\_\_\_\_ Date \_\_\_\_\_

----- Office Use Only -----

Approved By staff \_\_\_\_\_

Fee of \$ 60.00 Paid Receipt # \_\_\_\_\_ Permit # \_\_\_\_\_ Expiration Date: \_\_\_\_\_



# ASCEND

THE HANSON AVIATION BLOG

## GROWING PAINS: TRANSITIONING A GENERAL AVIATION AIRPORT TO COMMERCIAL SERVICE

FEBRUARY 26, 2021

SHARE



*"When everything seems to be going against you, remember that the airplane takes off against the wind, not with it."*

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### RECENT POSTS

As a community grows, its need for transportation options changes, and its citizens often seek expanded access to air travel. In communities with general aviation (GA) airports, the owner (usually a public entity, such as a city, county or airport authority) might consider pursuing scheduled commercial airline service. Commercial service has many advantages, including more convenient air travel, enhanced airport facilities and economic benefits for the community. But the transition also may require additional airport or community revenues, significantly impacting an airport's operating budget and capital development funding program.

Generally, the Federal Aviation Administration (FAA) classifies airports without scheduled airline service as GA airports. The FAA system of categorizing public airports calls an airport with 10,000 enplanements or more a primary commercial service (CS) airport. At this level, the airport is eligible for \$1 million in Airport Improvement Program (AIP) entitlement funds (an increase of \$850,000 per year), but its federal funding percentage remains at the GA level. For large and medium primary-hub airports, the FAA grant covers up to 75% of eligible costs. For small primary, reliever and general aviation airports, the grant covers a range of 90%–95% of eligible costs, based on statutory requirements. For GA to medium-hub CS airports, the federal grant percentage remains the same and does not reduce until the airport reaches medium-hub activity levels. The FAA program, therefore, allows an emerging commercial service airport to have enough financial support during its growth to reach a level of revenue generation (from passenger facility charge programs, rental car income, parking revenue, concessions, transportation fees, security fees, etc.) to offset the airport's eventual reduction of federal grant funding from 90% to 75% upon achieving medium hub status.

However, some state grant agencies do not equally recognize the inherent costs of moving to the CS category, categorizing their GA airports as primary CS airports as soon as they reach the FAA enplanement level of 10,000 and immediately reducing state funding. Unfortunately, some state agencies may assume the emerging airport is able to fund its capital projects, leaving an airport sponsor in a fiscal

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bind. Although the airport receives additional FAA entitlement funding, the funds are still AIP funds that must be spent only on federally eligible projects, limiting how the small airport can use those new funds. With a five-year capital program planned to support commercial airline service, along with structured FAA funding and reduced state grant funding, the growing public airport might find itself lacking financial support when it needs it the most.

On top of this, GA airports transitioning to CS face significant operational costs under 14 CFR Part 139 and security costs under 49 CFR Part 1542. The emerging CS airport will be required to cover additional security personnel under Transportation Security Administration guidelines, new or upgraded aircraft rescue and firefighting equipment, local law enforcement personnel time and training costs and many other expenses. Maintenance and inspection costs also increase, as do marketing, public outreach and terminal building staffing and customer care improvements. Accordingly, there must be a collaboration between the community and the airport for the new service to succeed as the airport grows. Often, a local chamber of commerce, tourism or economic development board will offer significant funds to at least support the airport's marketing and outreach efforts, knowing that tourism brings economic benefits to the area. In the case of one emerging commercial service airport in Florida, operating and maintenance costs increased nearly \$100,000 the first year, including marketing and additional part-time and overtime work for staff, reducing surplus revenues available for matching capital grants by nearly 30%. Without continued support from grant agencies and the local community, the airport found itself with a dilemma – retain commercial service and defer needed capital improvements or move away from scheduled passenger service entirely.

The transition from GA to CS is possible if the community strongly supports the airport and the airline can maximize growth within a few years, using new revenue sources to offset the loss of grant funding. However, if the airline grows slowly or not at all and the airport's enplanements remain low, it will be difficult for the airport to raise enough money from airline-related fees and charges to make up the difference in lost state grant funds. It is a good idea to work with a potential incoming airline and the community to secure financial support when considering a transition from general aviation to



commercial service. While the rewards are worth the effort, be ready for headwinds during takeoff.

For more information, contact Eric Menger at [emenger@hanson-inc.com](mailto:emenger@hanson-inc.com).

[More Posts](#)

**Sourced from the 2024 Iowa Municipal Policy Leaders' Handbook – A Guide for Iowa Mayors and Council Members on Iowa League of Cities website.**

Chapter 4, Page 32 - 8. Public Participation The Open Meetings Law gives the public the right to attend council meetings, but it does not require cities to allow public participation at such meetings unless a public hearing is required by state or local law (see Chapter 5, Section A1 of this Handbook for more information regarding public hearings). However, most councils include on their agendas a time either at the beginning or end of the meeting to allow citizens the opportunity to make presentations or submit written statements or petitions to the council. The council can receive public comments or information under this portion of the agenda but should refrain from taking any action or engaging in deliberation on that issue at that meeting (other than referring the matter for review to a committee or staff or directing the matter be placed on the agenda for a subsequent meeting). Council action or deliberation on this matter should not occur until an item has been placed on an agenda for discussion or action at a subsequent meeting, in accordance with the Iowa Open Meeting Law requirements. In some cities, citizens are permitted to comment on agenda items at the time they are being considered by council. In those cases, persons speaking during the "citizen presentation" portion of the agenda should be limited to commenting about items or issues not on the printed agenda. Some councils establish specific time limits for public comments, whether during the citizen presentation portion of the agenda, at public hearings, or when commenting on other topics on the agenda (if so allowed by the council). The mayor has the responsibility for controlling the meeting and in so doing can hold citizens to the time allowed. Caution should be exercised when limiting comment during public hearings due to the statutory requirement of public hearings in many contexts, but reasonable limits may be imposed.

Chapter 4, Page 36 - D. GENERAL PROCEDURAL MATTERS 1. Council Rules of Procedure City councils have the authority to determine their own rules for the conduct of their meetings (see Iowa Code Sections 372.13 and 21.7). Such rules have proven to be beneficial in maintaining order and decorum in city council meetings. Your rules should allow for participation in a democratic manner, yet structure meetings so that discussion will remain civil and not get "out of hand" or unduly protracted. The rules of procedure must be approved by the council and should be made available to council members and members of the public. If your city has adopted rules of procedure, make sure a copy is available at your meetings. Although some cities have adopted standardized rules such as Robert's Rules of Order, it should be noted that Robert's Rules were not originally designed or intended to apply to law-making bodies such as city councils. Roberts Rules are not law and are not required by law to be followed. The Iowa Supreme Court has held that failure by the city council to conform to a procedural rule of the council, or parliamentary procedure, will not invalidate a vote of the council that otherwise conforms to Iowa law. The Iowa League of Cities has several excellent examples of city council meeting rules of procedure if you would like to review what other cities utilize.

We now open our Public Forum portion of the agenda. We would invite anyone in the audience who has completed a citizen input request form or others who would like to address the council to step up to the podium, state your name and address so that our City Clerk can capture it for the Minutes.

We ask that you limit your comments to three minutes to allow sufficient time for all those interested in addressing the council and to ensure all other agenda items receive attention in an efficient manner.

City Council members appreciate hearing from our citizens. Keep in mind, if the item(s) you wish to discuss are not shown on the Agenda for tonight's meeting, it cannot be discussed. City Council members can request that your item be placed on an upcoming Agenda or connect you with the appropriate City personnel to assist. You may also contact City Council members before or after meetings, or you can find our contact information on the city website.



# City Council Meetings, Agendas, and Minutes

Please refer to the [Public Meetings Notice](#) to view the list of public meetings for the City of Ames that will take place in Ames this week.

## City Council Meetings

Regular meetings and workshops of the City Council are recorded for public viewing. There are multiple options to participate in meetings held by City Council or City Boards and Commissions.

Residents who are unable to participate in the meeting at the time it occurs are encouraged to submit their comments in advance to the members of the City Council or the relevant Board or Commission.

Contact information for the Mayor and Council is available here: <https://www.cityofames.org/government/mayor-and-city-council>

**Note:** City Council Meeting Packets include the meeting agenda and supplemental materials, **if any**, for items on the agenda. All meeting packets, agendas, and minutes are in PDF format.

## Current Meeting

[October 8, 2024 City Council Agenda in PDF](#)

[October 8, 2024 City Council Agenda with Links to Supplemental Material](#)

[October 8, 2024 Complete City Council Packet in PDF](#)

To view the Meeting Video Archive, please click [here](#).

## City Council Meetings, Agendas, and Minutes: Archive by Year

[2024](#)

[2023](#)

[2022](#)

[2021](#)

[2020](#)

[2019](#)

[2018](#)

[2017](#)

## Options to View Meetings (No Participation)

If you wish to view the discussion during one of these meetings, but do not wish to speak during the meeting, you can do so in several ways:

1. Most meetings are broadcast live on Mediacom Channel 12. You can tune in to the meeting as it happens, or catch broadcasts of recent meetings on this channel.
2. Meetings are streamed live on the City's website at the following link:  
[https://ames.granicus.com/player/camera/3?publish\\_id=9&redirect=true](https://ames.granicus.com/player/camera/3?publish_id=9&redirect=true)

View archived City meetings on the City's website at:

<https://www.cityofames.org/government/departments-divisions-i-z/media-production-services/meeting-video-archive>

3. Meetings are also simulcast on the City's YouTube channel:  
<https://www.youtube.com/user/AmesChannel12>

## Options to Participate in Meeting Discussion

The Mayor and City Council welcome comments from the public during discussion. The Standards of Decorum, posted at the door and [available on the City website](#), define respectful conduct for public participation. If you wish to speak, please fill out the form on the tablet outside the door to the Council Chambers or scan the QR Code on the Agenda to fill out the same form on a personal device. When your name is called, please step to the microphone, state your name for the record, and keep your comments brief so that others may have the opportunity to speak.



### PUBLIC MEETING STANDARDS FOR DECORUM

The Ames City Council is committed to respectful, participatory dialogue regarding issues facing the community. In City Council meetings and other City proceedings, it is expected that members of the public respect one another by following these standards for decorum:

1. The time for each speaker may be limited at the discretion of the Chairperson to ensure an opportunity for each person to be heard. Please conclude your remarks before the time limit has been reached. Unless permitted by the Chairperson, it is only allowed for each speaker to offer remarks once per agenda item.
2. Remarks should be focused on matters of City policy and City business. At no time is it appropriate to use profane, obscene, or slanderous language, or to engage in personal attacks against City officials or members of the public.
3. To ensure an orderly discussion, comments should be delivered from the podium and addressed to the City Council dais, not the gallery (audience). It is not appropriate to speak from the gallery or to applaud or make other gestures that interfere with the proceedings, unless invited by the meeting chair to do so.
4. The public may approach the dais only for the purpose of passing materials to City staff for distribution around the dais.
5. Audience members may stand so long as they are not obstructing the view of others or interfering with the ability of others to participate in the meeting. At no time is it appropriate to stand on tables or chairs.
6. To ensure other attendees and broadcast viewers are able to see the proceedings, signs and posters are permitted if they are held in a manner that does not obstruct others' views of the proceedings. Signs and posters may not contain profane, obscene, or slanderous content, or content that personally attacks a City official or member of the public. If a speaker wishes to refer to a drawing or text, they may request that a staff person place the document on the projector during the discussion.
7. Attendees are not required to wear formal attire. However, it is expected that clothing and footwear are worn, and that they are worn in a manner that is respectful of the proceedings and of others. Attire must be worn so as to not distract from, interfere with, or obstruct the proceedings or other attendees.
8. Out of respect to all, mobile phones and other devices must be silenced. Side conversations during meetings should be avoided. If you have to engage in a conversation or answer a call, please step into the hallway.
9. The Chairperson has discretion to interpret and enforce these standards and may announce modifications to them as necessary to ensure orderly proceedings.



## City of Ankeny, Iowa

# Open Meetings Policy

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The City Council welcomes citizen participation at its regular meetings and provides opportunities for citizens to address the Council Members and Mayor during a meeting.

The City Council also has workshops that are scheduled for the second, fourth and sometimes fifth Monday of each month, but can be scheduled at other times. These meetings are open to the public and are noticed in accordance with Iowa Law.

The City Council's regularly scheduled meetings are on the first and third Mondays of every month beginning at 5:30 p.m., at Ankeny Kirkendall Public Library, 1250 SW District Drive, Ankeny, Iowa 50023. Meeting dates may be changed due to holidays, etc. If changed from the first and third Monday, they are noticed in accordance with Iowa Law. [Agendas are available online](#). Copies of the agenda and agenda packets are available for review at City Hall or Ankeny Kirkendall Public Library.

For further information related to City Council Meetings and citizen participation, [email the City Clerk's Office](#) or call 515-965-6405.

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## Policy for Citizen Participation at City Council Meetings

### Citizen Comments at Council Meetings

#### Public Forum

The first opportunity for citizen comment is listed on the agenda as "Public Forum." This time is set aside for citizens to address to the City Council on issues not scheduled for a public hearing on the agenda. Anyone wishing to address the City Council is asked to follow these Rules of Decorum:

- Fill out a speaker card prior to the meeting to indicate your intention to speak.
- Be recognized by the presiding officer.
- State your name and address.
- Speak from the podium in a civil, non-argumentative and respectful manner.
- Whenever a group wishes to address the City Council on the same subject, the Mayor may request that a spokesperson be chosen by the group.
- The suggested time limit for comments is 5 minutes, although the limit can vary at the discretion of the presiding officer.
- Speak into the microphone and speak clearly and succinctly.
- All remarks should be directed to the City Council as a body rather than to any particular Council member or any member of the staff or audience and should refer to staff by title and/or department.



## City of Ankeny, Iowa

- If you have documents or papers you wish to share with the City Council to support your comments, a copy must be provided to the City Clerk.
- The presiding officer may allow more time for a speaker or make other judgments or limitations about this portion of the agenda, depending upon the circumstances.
- Speakers will refrain from using: profanity; language likely to incite violence or outbursts from the audience; language that is disruptive to the orderly process of the meeting; engaging in conversations with individual council members; making comments of a personal nature regarding others; shouting, yelling or screaming.
- In many cases, the speaker will be directed to meet with staff to resolve the issue or to get their questions answered.
- Other than asking a question to clarify a statement, Council members should refrain from entering into a dialogue with the speaker. This time on the agenda is not intended for a discussion between the City Council and the speaker and should not be used for that purpose.
- Speakers will not continue to address the City Council once they have left the podium and will not engage in conversation with Council members from their seat.
- The presiding officer is responsible for maintaining order and decorum and will not allow the speaker to make personal attacks or inflammatory comments and can ask the speaker to be quiet and sit down. If the individual does not comply with the presiding officer's request, they may be asked to leave, or if necessary, be escorted from the meeting.

### Public Hearings

From time to time an agenda item will require a public hearing. When an item requires a public hearing by statute, the Mayor will open and facilitate the public hearing. Reasonable limitations on the number of speakers and time allowed to speak may be imposed by the Mayor in order to keep the meeting moving. Public hearings are held to gather data and opinions from the citizenry that facilitate the decision-making by the City Council. The rules of decorum explained in "Public Forum" above also apply to comments for a public hearing. The procedures for public hearings are as follows:

1. Each public hearing is introduced by the Mayor
2. The Mayor asks for a staff presentation or clarification of the staff report regarding the issues/background of the public hearing topic.
3. If dealing with an issue with an applicant, the Mayor may ask for comments from the applicant or other involved parties.
4. The Mayor asks if there are any citizens wishing to comment on the item.
5. The Mayor will call for a motion and second.
6. Once a motion has been made and seconded, no additional comments will be heard from a citizen and the City Council will vote to close the public hearing.

The agenda item related to the public hearing will occur later in the meeting and at that time the Council will be able to discuss and vote on the particular agenda item

The rules for addressing the City Council during a public hearing are:



## **City of Ankeny, Iowa**

1. Fill out a speaker card prior to the meeting and identify what public hearing you would like to speak during, also whether you are for or against the issue/project.
2. The speaker must be recognized by the Mayor or presiding officer. Those filling out speaker cards will be recognized first, then those who did not fill out speaker cards will be given the opportunity to speak.
3. The suggested time limit for comments is 5 minutes, although the limit can vary at the discretion of the presiding officer.
4. At no time will members of the audience be allowed to enter into the City Council discussion from their seats in the audience. If recognized by the Mayor, a citizen may only be allowed to speak at the podium during the City Council discussion if the Mayor believes their comments are germane and necessary or helpful for the City Council to continue their discussion or make their decision.
5. Each speaker should only speak once unless clarification is requested by the City Council.
6. The rules of decorum explained in "Public Forum" above also apply to comments for a public hearing.

### **Rules of Decorum for the Audience**

Out of respect for the City Council and those addressing the Council meeting attendees (the audience) are asked to follow these Rules of Decorum for the Audience:

- Turn off or silence all cell phones and any other electronic devices.
- Refrain from behavior deemed inappropriate and/or disruptive by the Presiding Officer.
- Refrain from private conversations during meetings.
- Don't address Council members in individual conversation or make comment to individual Council members.
- Come and go as necessary from the meeting space in the least disruptive manner as possible.
- No campaign placards, banners or signs will be permitted in the City Council Chambers or Meeting Room.

### **Council Workshops/Work Sessions**

- An agenda is required for a work session, although no binding action may be taken during a work session.
- The Mayor presides over the work session or the Mayor Pro-Tem in his/her absence.
- The purpose of work sessions is to allow staff to present material and for the Council to have time to discuss and consider issues in greater detail before they might take action on those issues.

### **Citizen Comments**

Because the Workshop/Work Session is designed for discussion among the members of the City Council and for them to gain information from the staff, public comment is not warranted unless the presiding officer recognizes city staff or invited speakers.

## **City of Ankeny, Iowa**

### **Contacting City Council Members Outside of Meetings**

You may contact your City Council member at any time. View contact information on the [Mayor and City Council page](#).



**Chris Reinhard**

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**From:** Rick Johnson  
**Sent:** Thursday, October 17, 2024 4:17 PM  
**To:** Chris Reinhard; Philip Rath  
**Subject:** Agenda for October 22nd Work Session.  
  
**Importance:** High

**Chris & Phil - Can we also add for discussion, FITNESS COURTS?**

I want to see if the Council is supportive of them. I just received an e-mail this week to have a conference call next week with a company that sells and installs Fitness Courts.

I plan to have Gene and Phil on the call with me.

It sounds like there may be some Grants available for these as well. Thanks.

**Mayor Rick Johnson**  
**City Hall**  
**105 East Third Street**  
**Ottumwa, Iowa 52501**  
**Phone: (641) 683-0605**  
**Cell Phone: (641) 799-9344**  
**E-Mail Address: [johnsonr@ottumwa.us](mailto:johnsonr@ottumwa.us)**



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To the Mayor of Ottumwa,

I am writing this in regards to the Homeless people living in your city.

One of these Homeless is a man that lives in his truck on East Main. He has been there for some time now. He was living in his truck in the heat in the 90's and in the winter when snow was on the truck. He has no bathroom or shower nor a place to cook his meals. He is a gentleman that has to wheel chair himself where ever he needs to go due to he has half of a leg missing.

I have called the police with his license plate number, not to harass him but to get help. I am told there is a Homeless man who sleeps in the stare well of the parking ramp by the Hotel on second street. I am informed the police has been called to remove this man and all they do is ask him to leave the parking ramp several times, but he is never gave help to get housing , because he comes back.

There was also a man found sleeping and camping on my friends property on Union Street. He was ask to leave but again the word is HOMELESS! There were Homeless people living on what is called Turkey Island and were told to leave because as was told they were trespassing.

Why is it that the city has money to build sport centers, round a bouts , and beautify the down town but there are Homeless men and women in your city.

I do remember there was a Homeless shelter for men in this town but it closed due to lack of funding.

Why was this allowed to happen?

This is 2024 now and the city still doesn't have shelters for their Homeless. I am asking why?

What a shame that a city this size doesn't look after and have a place for the Homeless when citizens report the need for these people. Most of us is only one pay check away from being Homeless and I would like to think there was some one and a place where we would be helped if this ever happened. We have several empty buildings in the city. Why can't the city start a shelter in one?

Respectfully Submitted,

A concerned citizen

09/17/2024

Thu 10/10/2024 3:55 PM

Chris – FYI. Another Citizen Complaint regarding Ottumwa’s Growing Homeless Population.

Mayor Rick Johnson  
City Hall  
105 East Third Street  
Ottumwa, Iowa 52501  
Phone: (641) 683-0605  
Cell Phone: (641) 799-9344  
E-Mail Address: [johnsonr@ottumwa.us](mailto:johnsonr@ottumwa.us)

Hi Gene & Police Chief Farrington – I have received another citizen complaint about Ottumwa’s Homeless Population [REDACTED]

She is very concerned about all the Homeless people who have been living in Ottumwa and she doesn’t feel the City is really trying to do anything about it:

- She stated there is a car behind the Mexican Grocery Store on Church Street and a couple are living in their car and they have been parked back there for a good portion of the summer.
- There are some Homeless People who have been living in cardboard tents in Ottumwa Park on and off this summer.
- There are many Homeless People living by the bike trails in Ottumwa Park. They are sleeping on the park benches and under bushes plus they startle and scare people who are walking or biking on the trails in Ottumwa Park.
- Some Homeless People have also tried to stay in the bathrooms overnight at Ottumwa Park.
- She stated that the Homeless situation in Ottumwa is getting much worse and she thinks the City and the Police need to intervene and do something about it.
- She doesn’t walk over at Ottumwa Park much anymore as she is afraid due to all the Homeless People who are living in the Ottumwa Park. Most of them appear to be grown men and there are not many women.
- She wonders what is going to happen to these Homeless People when winter gets here and is the City planning to help shelter them when it gets cold outside?

I told her the City is very much aware of the growing Homeless Population in Ottumwa.

I also told her that being Homeless is a very complex issue to deal with as every Homeless person is different and they also have different needs.



I also informed her that we are going to discuss Ottumwa's Homeless Situation at a City Council Work Session on October 22<sup>nd</sup>.

I did thank her for making a complaint and I told her that the City has received several other calls this summer about our growing Homeless Population in Ottumwa.

She said she knows it is a costly situation for the City to deal with but something really needs to be done because many of these men are very scary, have poor hygiene, do not have adequate or appropriate clothing, Plus they really need to have better living accommodations than card board tents, or sleeping on park benches, or sleeping under the bushes in the Ottumwa Park.

Mayor Rick Johnson  
City Hall  
105 East Third Street  
Ottumwa, Iowa 52501  
Phone: (641) 683-0605  
Cell Phone: (641) 799-9344  
E-Mail Address: [johnsonr@ottumwa.us](mailto:johnsonr@ottumwa.us)



CITY OF  
OTTUMWA

**Citizen Input Request Form**

10-22-24

Council Meeting Date

Name: Tom LAZIO

Address: 7301 N. Court

Item No. to Address: #2 #4

(Agenda will be provided to complete this section)

If you are addressing the Council on an item not listed on the agenda, briefly explain the item you wish to speak on:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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The Mayor will invite you to address the City Council at the appropriate time. When called upon by the Mayor, step to the microphone and please state your name for the record. Comments are to be directly germane to City business, operations, or an item listed on this agenda. Remarks shall not be personalized and 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 not directly germane to City business, operations, or an item listed on the agenda, as determined by the Mayor, will be ruled out of order. If you are addressing an item not listed on the agenda the Council will not take any action on the item due to requirements of the Open Meetings Law. Pertinent questions, comments or suggestions may be referred to the appropriate department for response, if relevant.