



| CITY OF |

OTTUMWA

TENTATIVE AGENDA
OTTUMWA CITY COUNCIL

REGULAR MEETING NO. 6
Bridge View Center, 102 Church St.

February 18, 2025
5:30 O'Clock P.M.

PLEDGE OF ALLEGIANCE

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

B. CONSENT AGENDA:

1. Minutes from Regular Meeting No. 5 on February 4, 2025 as presented.
2. Acknowledge and approve February 18, 2025 Claims List as submitted by the Finance Department.
3. Acknowledge January 2025 financial statements as submitted by the Finance Department.
4. Civil Service Eligibility List for February 12, 2025: Clerk Entrance, IT Tech Entrance and Engineering Tech I Entrance.
5. Resolution No. 19-2025, setting March 4, 2025 at 5:30 P.M. as the date of a public hearing on the proposal to convey certain real property located at 817 Lee, to Rippling Waters and providing publication and notice thereof.
6. Resolution No. 21-2025, setting March 4, 2025 at 5:30 P.M. as the date of a public hearing on the proposal to convey certain real property located at 813 Lee, to Rippling Waters and providing publication and notice thereof.
7. Resolution No. 31-2025, setting March 4, 2025 at 5:30 P.M. as the date of a public hearing on the proposal to convey certain real property located at 901 Queen Anne, to Manny Martinez and providing publication and notice thereof.
8. Beer and/or liquor applications for: For the Love of Paint by Good Shepard Creations, 324 E. Main St.; Cerro Grande Meats & Market, 311 E. Main St.; 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:

1. This is the time, place and date set for a public hearing approving the plans, specifications, form of contract and estimated cost for the South Market Street Gateway Project.
 - A. Open the public hearing.
 - B. Close the public hearing.
 - C. Resolution No. 25-2025, approving the Plans, Specifications, Form of Contract and Estimated Cost for the South Market Street Gateway Project.

RECOMMENDATION: Pass and adopt Resolution No. 25-2025.

2. This is the time, place and date set for a public hearing on the authorization of a Loan Agreement and the Issuance of Notes not to exceed \$16,000,000 Sewer Revenue Capital Loan Notes to evidence the obligation of the City thereunder.
 - A. Open the public hearing.
 - B. Close the public hearing.
 - C. Resolution No. 26-2025, instituting proceedings to take additional action for the issuance of Not to Exceed \$16,000,000 Sewer Revenue Capital Loan Notes.

RECOMMENDATION: Pass and adopt Resolution No. 26-2025.

3. This is the time, place and date set for a public hearing on the authorization of a Loan Agreement and the Issuance of Notes not to exceed \$550,000 General Obligation Capital Loan Notes (GCP) to evidence the obligation of the City thereunder.
 - A. Open the public hearing.
 - B. Close the public hearing.
 - C. Resolution No. 27-2025, instituting proceedings to take additional action for the issuance of Not to Exceed \$550,000 General Obligation Capital Loan Notes (GCP).

RECOMMENDATION: Pass and adopt Resolution No. 27-2025.

- D. Resolution No. 30-2025, authorizing the Issuance of \$550,000 General Obligation Capital Loan Notes, Series 2025, and Levying a Tax for the Payment Thereof.

RECOMMENDATION: Pass and adopt Resolution No. 30-2025.

4. This is the time, place and date set for a public hearing on the Proposed Ordinance No. 3239-2025, Amending the Municipal Code of the City of Ottumwa, Iowa by Amending Section 31-14(a) entitled "Fees and Charges, Costs."
 - A. Open the public hearing.
 - B. Close the public hearing.
 - C. Ordinance No. 3239-2025, amending the Municipal Code of the City of Ottumwa, Iowa by Amending Section 31-14(a) entitled "Fees and Charges, Costs."

RECOMMENDATION: Pass the first consideration of Ordinance No. 3239-2025.

G. ORDINANCES:

1. Ordinance No. 3238-2025, Amending the Municipal Code of the City of Ottumwa, Iowa by Repealing and Replacing Section 25-114, as it relates to possession of tobacco by underage persons.

RECOMMENDATION: Pass the Third Consideration and Adopt Ordinance No. 3238-2025.

2. Ordinance No. 3241-2025, Amending City of Ottumwa, Iowa Code of Ordinances Chapter 12 – Elections to Adopt the Nomination by Petition Manner of Elections Provided for by Iowa Code

Chapter 45 for the City of Ottumwa's City Elections, in Accordance with Iowa Code Chapter 376, and Thus Cease Holding City Primary Elections.

RECOMMENDATION: Pass the First Consideration of Ordinance No. 3241-2025.

H. DEPARTMENTAL, BOARD, OR COMMISSION RECOMMENDATIONS/REPORTS:

1. Creation of a Gateway (Entrance) Sign at the Intersection of Roemer Avenue and South Walnut Avenue.

RECOMMENDATION: Authorize City Staff to work with partnering entities to design and construct a gateway sign on the proposed site.

2. Consideration of a State and Community Highway Safety Grant FY2026 application to the Governor's Traffic Safety Bureau.

RECOMMENDATION: Approve the grant submission and authorize the Mayor and Chief of Police to sign the application and contract upon receipt.

I. RESOLUTIONS:

1. Resolution No. 23-2025, accepting the work as final and complete and approving the Final Pay Request for the 2024 Street Patch Repair Program.

RECOMMENDATION: Pass and adopt Resolution No. 23-2025.

2. Resolution No. 24-2025, accepting the work as final and complete and approving the Final Pay Request for the 2024 Asphalt Street Repair Program.

RECOMMENDATION: Pass and adopt Resolution No. 24-2025.

3. Resolution No. 28-2025, authorizing FY25 Second Quarter Transfers as submitted by Finance.

RECOMMENDATION: Pass and adopt Resolution No. 28-2025.

4. Resolution No. 29-2025, authorizing the purchase of Five MSA Self-Contained Breathing Apparatus (SCBA) for the Fire Department, in the amount of \$51,780.

RECOMMENDATION: Pass and adopt Resolution No. 29-2025.

5. Resolution No. 32-2025, removing special assessments applied to 901 Queen Anne contained on Resolution No. 199-2024 and 200-2024, totaling \$1,306 including administration costs and interest.

RECOMMENDATION: Pass and adopt Resolution No. 32-2025.

6. Resolution No. 33-2025, approving Service Agreement with iWorQ for Additional Data Storage for the Permitting and Code Enforcement Software Program.

RECOMMENDATION: Pass and adopt Resolution No. 33-2025.

7. Resolution No. 34-2025, approving Change Order No. 1 for the Purchase of a New Combi-Oven for the Bridge View Center.

RECOMMENDATION: Pass and adopt Resolution No. 34-2025.

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. *****



[CITY OF]

OTTUMWA

FAX COVER SHEET

City of Ottumwa

DATE: 2/14/2025 TIME: 9:30 AM NO. OF PAGES 5
(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 #06 to be held on 2/18/2025 at 5:30 P.M. at the Bridge View Center, 102 Church Street.

 FAX MULTI TX REPORT

JOB NO. 0362
 DEPT. ID 4717
 PGS. 5

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 Ottumwa Waterworks
 Ottumwa Courier
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REGULAR MEETING NO. 5
Bridge View Center, 102 Church St.

February 4, 2025
5:30 O'Clock P.M.

The meeting was called to order at 5:33 P.M.

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

Galloway moved, seconded by Hoffman to approve consent agenda: Mins. from Regular Mtg. No. 3 on Jan. 21, 2025 and Special Mtg. No. 4 on Jan. 28, 2025 as presented; Ack. and approve Feb. 4, 2025 Claims List submitted by Finance; Civil Service Elig. List for Jan. 22, 2025: Police Officer Entrance; Res. No. 13-2025, approving contract, bonds, and cert. of ins. for Ottumwa Cemetery Office and Maintenance Bldg. Project; Res. No. 17-2025, setting Feb. 18, 2025 at 5:30 P.M. as date for public hearing on proposed Ord. No. 3239-2025, Amending Sec. 31-14(a) entitled "Fees & Charges, Costs."; Beer and/or liquor applications for: The Keg, 622 Church St., with OSA; Albia Road BP, 1340 Albia Rd.; N. Court BP, 1301 N. Court; Penn & Jeff BP, 1147 N. Jefferson. Motion carried 4-1. Ayes: Galloway, Hoffman, McAntire, Caviness. Nays: Reid.

Hoffman moved, seconded by Galloway to approve agenda as presented. All ayes.

City Admin. provided legislative update.

Legacy Foundation President, Genners, introduced Market Street Landing project with members of the Riverfront Development Group. Brett Douglas, Genus Landscape Architects, Susan Woodford, First Resources and Randall Gimm, Reporter-KYOU. A study in 2014 helped develop the framework for this project; utilize the river as an economic driver for the community; six core projects that all tie into a larger vision; addresses numerous items within *Our Ottumwa 2040* Comprehensive Plan. First Resources secured funding from the state (\$1.4 Million with a 60/40 match with the City).

www.marketstreetlanding.org

Mayor Johnson inquired if anyone from the audience wished to speak on any agenda items. There were none.

This was the time, place and date set for a public hearing on Proposal to Convey Interests in Real Property at 2411 N. Court and 2415 N. Court to Blunt Investments, Limited Liability Company. Comm. Dev. Dir. Simonson reported. No objections rec'd. Galloway moved, seconded by Hoffman to close public hearing. All ayes.

Caviness moved, seconded by McAntire that Res. No. 10-2025, approving and auth. conveyance of certain real property at 2411 N. Court and 2415 N. Court to Blunt Investments, Limited Liability Company and approving and auth. execution of a related Purchase Agt., be passed and adopted. All ayes.

Hoffman moved, seconded by Reid to pass second consideration of Ord. No. 3238-2025, Amending Mun. Code by Repealing and Replacing Sec. 25-114, as it relates to possession of tobacco by underage persons. All ayes.

Hoffman moved, seconded by Galloway to auth. Mayor to sign and approve a Two-Yr. Lease Agt. for Ottumwa Levee System Farm Ground between 120th Ave. and 77th St. with Austin Bakalar. All ayes.

City Clerk Reinhard provided information on City Code Ch. 12 – Elections – Primary Provisions; requesting direction from Council on future processes. Council discussed pros/cons of continuing with

primaries. Caviness moved, seconded by McAntire to move forward with presentation of new Ord. to remove primary provisions from election proceedings. All ayes.

Galloway moved, seconded by Reid that Res. No. 15-2025, Set Feb. 18, 2025 at 5:30 P.M. as date for a public hearing on proposition to auth. Loan and Disbursement Agt. and Issuance of Notes Not to exceed \$16,000,000 Sewer Revenue Capital Loan Notes of the City of Ottumwa, be passed and adopted. All ayes.

Caviness moved, seconded by Hoffman that Res. No. 16-2025, Set Feb. 18, 2025 at 5:30 P.M. as date for a public hearing on auth. of a Loan Agt. and issuance of Notes not to exceed \$550,000 Gen. Obligation Capital Loan Notes (GCP) to evidence the obligations of the City thereunder, be passed and adopted. All ayes.

Hoffman moved, seconded by Reid that Res. No. 18-2025, approving purchase of new Combi Oven for Bridge View Center, in the amt. \$46,748.90, be passed and adopted. All ayes.

Mayor Johnson asked if anyone from the audience wished to address Council on any non-agenda items; Brenda Curran inquired on sidewalk installation by Liberty School (this is included in the upcoming Mary St. Project slated to begin this year).

There being no further business, McAntire moved, seconded by Hoffman that the mtg. adjourn. All ayes.

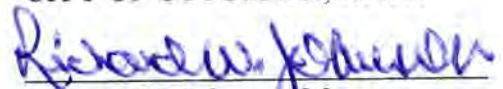
Adjournment was at 7:06 P.M.



ATTEST:


Christina Reinhard, CMC, City Clerk

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

Published in the Ottumwa Courier on 2/13/2025.

Item No. B.-2.

CITY OF OTTUMWA		
CLAIMS LISTING 2-18-25 COUNCIL MEETING		
Vendor Name	Purpose	Amount
AUTOZONE INC	VHCL MTCE SUPPLIES	59.55
BAILEY OFFICE EQUIPMENT	OFFICE SUPPLIES	1,380.56
CARQUEST AUTO	VHCL MTCE SUPPLIES	2,115.27
CARROLL CONSTRUCTION SUPP	TOOLS & SMALL EQUIP	333.35
CNH INDUSTRIAL ACCOUNTS	VHCL MTCE SUPPLIES	632.05
O'REILLY AUTOMOTIVE	EQUIP REPAIR	962.99
SINCLAIR NAPA	EQUIP REPAIR	1,780.33
ALL ROADS TRUCK & TRAILER	VHCL MTCE SUPPLIES	212.5
ALLIANT ENERGY COMPANY	ELECTRIC	90,262.15
ALTORFER	VHCL MTCE SUPPLIES	6,464.73
ATOMIC TERMITE & PEST	RAMP MAINT & REPAIR	130
BALL, DUKE	TRAVEL & CONFERENCE	32.32
BEGGS MAGNETO SPEEDOMETER	EQUIP REPAIR	293.26
BLACK'S TIRE COMPANY LLC	VHCL MTCE SUPPLIES	144.6
BRANDON COFFMAN	SUSTENANCE SUPPLIES	176.55
BRANDON GRAVETT	CLOTHING ALLOWANCE	200
BRIDGE CITY SANITATION LL	OTHER PROF SERV	158,911.64
BUB'S TREE CARE	TREE TRIMMING	4,500.00
CANTERA AGGREGATES LLC	STREET MAINT SUPPLIES	3,115.85
CAPITAL CITY BOILER &	BLDG MAINT & REPAIR	695
CENTRAL IOWA FASTENERS	OTHER SUPPLIES	84.25
CHAD INGLE	TRAVEL & CONFERENCE	31.59
CITY OF OTTUMWA, CEMETERY	CASH INVESTED PASSBK SVNG	344
CIVIC SYSTEMS LLC	CONTRACTUAL SERVICES	55,137.00
CLAYTON ERHARDT	RENTS & LEASES	640
CONSOLIDATED ELECTRICAL	OTHER SUPPLIES	66.06
CREDIT BUREAU SERVICES	REIMBURSEMENT	2
DAN HENDERSON	LIBRARY MAT.-JAMES ESTATE	15
DARYL MCCONKEY	TRAINING	12
DAVE MARKWARD	LIBRARY MAT.-JAMES ESTATE	25
DERANS TOWING SERVICE	VHCL MTCE SUPPLIES	360
DNR	IDNR SOLID WASTE FEES	31,267.50
ELLIOTT BULK SERVICES LLC	FUEL	6,045.33
ELLIOTT OIL COMPANY	FUEL TAX	9,334.24
EUROFINS ENVIRONMENT	LAB SUPPLIES	1,414.54
FAMILY ANIMAL CARE	OTHER PROF SERV	999.26
FASTENAL COMPANY	OTHER MAINT & REPAIR	650.26
GRAFIX SHOPPE	VHCL MTCE SUPPLIES	373.41
GRP & ASSOCIATES	HAZARDOUS WASTE DISPOSAL	53
HANS FRISCHEISEN	LIBRARY MAT.-JAMES ESTATE	40
HAWKEYE ENVIRONMENTAL	CONTRACTUAL SERVICES	522.5
HAWKEYE TRUCK EQUIPMENT	AUTOMOTIVE EQUIPMENT	114,542.00
HEARTLAND AVIATION	RENTS & LEASES	160
HEATHER ZUERCHER	CLOTHING ALLOWANCE	142.63

HINDMAN PERSON HEATING	BLDG MAINT & REPAIR	272.5
HNTB CORPORATION	ENGINEERING EXPENSE	22,297.08
IA LAW ENFORCEMENT ACADEM	OTHER PROF SERV	200
IDEAL READY MIX	STREET MAINT SUPPLIES	265.5
INDUSTRIAL CHEMICAL	MISC CONTRACT WORK	76
INFOMAX	PHOTOCOPIES	624.95
INGRAM LIBRARY SERVICES	LIBRARY MAT.-JAMES ESTATE	2,438.41
INTERSTATE BATTERY	VHCL MTCE SUPPLIES	566.8
IOWA DOT	TRAINING	600
IOWA HISTORY JOURNAL	LIBRARY MAT.-JAMES ESTATE	35.95
J & J MOWING	CONTRACTUAL SERVICES	2,336.80
J&K CONTRACTING	CONTRACTUAL	105,526.00
JCG LAND SERVICES INC	OTHER PROFESSIONAL SERVICES	6,375.14
KIRKWOOD COMM. COLLEGE	TRAINING	420
KLODT DOOR SERVICE LLC	BUILDING MAINT REPAIR	1,060.65
KRAIG FORD	VHCL MTCE SUPPLIES	66.77
LIBERTY FLAG & SPECIALTY	OTHER SUPPLIES	187.41
M&E PLASTIC REPAIR	EQUIP REPAIR	1,150.00
MANATT'S INC	STREET MAINT SUPPLIES	1,679.68
MCMASTER-CARR	OTHER SUPPLIES	37.11
MENARDS	OPERATING SUPPLIES	2,803.64
MICROBAC LABORATORIES INC	LAB SUPPLIES	1,225.00
MIKES TIRE AND	VHCL MTCE SUPPLIES	2,318.00
MOBILE LOCKSMITH & ALARM,	OFFICE SUPPLIES	42
MUNICIPAL PIPE TOOL CO LL	VHCL MTCE SUPPLIES	2,168.81
MUNICIPAL SUPPLY INC	OPERATING SUPPLIES	204
OTTUMWA PRINTING INC.	PRINTING	1,050.00
PARKSIDE ANIMAL HOSPITAL	SUSTENANCE SUPPLIES	287.6
PITNEY BOWES BANK INC	POSTAGE & SHIPPING	1,500.00
PROFESSIONAL JANITORIAL	JANITORIAL	3,240.00
RG CONSTRUCTION LLC	CONTRACTUAL SERVICES	203,067.11
ROYAL PORTABLE TOILETS	MISC CONTRACT WORK	896.28
RUSSELL, KRISTYN	CONTRACTUAL SERVICES	8,745.47
S & L ALL SEASON	TOOLS & SMALL EQUIP	261.73
SAMANTHA CAIN	TRAVEL & CONFERENCE	15.4
SCHUMACHER ELEVATOR CO	BUILDING MAINT REPAIR	547.17
SOLENIS	OPERATING SUPPLIES	4,602.90
STANARD & ASSOC INC	OTHER PROF SERV	111
STEVE MUNDELL CONSTRUCTIO	BUILDING MAINT REPAIR	2,250.00
STRYKER SALES LLC	EMS SUPPLIES	737.84
SUPREME STAFFING INC	CONTRACT EMPLOYEES	3,892.33
TOTAL CHOICE SHIPPING	POSTAGE & SHIPPING	41.58
TRADEBE ENVIRONMENTAL	HAZARDOUS WASTE DISPOSAL	6,154.42
TRASH STICKERS, INC.	TRASH TAGS & STICKERS	911
UKG KRONOS SYSTEMS LLC	CONTRACTUAL SERVICES	6,223.18
UPS	POSTAGE & SHIPPING	71.1
US CELLULAR	CONTRACTUAL SERVICES	87.58

VEENSTRA & KIMM INC	ENGINEERING	45,107.43
VETTER'S INC-CULLIGAN WAT	LAB SUPPLIES	38.5
WAPELLO COUNTY AUDITOR	ELECTION COSTS	11,669.93
WAPELLO COUNTY EXTENSION	TRAINING	135
WAPELLO COUNTY SHERIFF	ELECTRIC	7,103.18
WAYNE'S TIRE	VHCL MTCE SUPPLIES	244.58
WILLETT HOFMANN	OTHER PROF SERV	395
WINGER COMPANIES	OTHER MAINT & REPAIR	347.5
WOODRIVER ENERGY LLC	NATURAL GAS	20,783.35
CAPITAL ONE	PROGRAM SUPPLIES	219.78
CENTURYLINK	Telephone/IT	5.52
GALLAGHER BENEFIT SERVICES INC	ACCOUNTING & AUDITING	3000
MIDAMERICAN ENERGY CO	NATURAL GAS	2703.39
OSKALOOSA HERALD	LIBRARY MAT.-JAMES ESTATE	214.88
OTTUMWA WATER & HYDRO	WATER	13524.96
SYMETRA LIFE INSURANCE CO	GROUP LIFE PREMIUMS	4613.74
TRUITT ABSTRACT COMPANY	CONTRACTUAL SERVICES	525
WAPELLO RURAL WATER ASSC	WATER	45.23
BOMGAARS SUPPLY	SUSTENANCE SUPPLIES	558.17
CHILD SUPPORT SERVICES	CHILD SUPPORT PAYABLE	2093.67
DAN HENDERSON	PROGRAM SUPPLIES	50
DAVE MARKWARD	PROGRAM SUPPLIES	50
FIDELITY SECURITY LIFE	AVESIS PAYABLE	2545.67
IOWA DEPARTMENT OF REVENUE	GARNISHMENTS PAYABLE	162.21
MISSIONSQUARE	ICMA DEF COMP PAYABLE	1305.38
OTTUMWA WATER & HYDRO	WATER	221.23
PITNEY BOWES BANK INC	POSTAGE & SHIPPING	360
STEVEN BERRY	PROGRAM SUPPLIES	50
WAPELLO COUNTY SHERIFF	GARNISHMENTS PAYABLE	402.59
WAPELLO COUNTY UNITED WAY	UNITED WAY DED PAYABLE	15
		1012827.05

STATEMENT OF CASH BALANCES AND TREASURER'S REPORT

1/31/2025

Fund #	Fund	Balance 12/31/2024	Receipts	Disbursements	Balance 1/31/2025
001	GENERAL OPERATING FUND	\$ 6,693,321.88	\$ 177,860.10	\$ (340,193.10)	\$ 6,530,988.88
002	PARKING RAMP	\$ 71,371.96	\$ 92.00	\$ (60.00)	\$ 71,403.96
003	ARPA	\$ 883.03	\$ -	\$ -	\$ 883.03
005	FRANCHISE FEES	\$ 166,121.27	\$ -	\$ -	\$ 166,121.27
110	ROAD USE TAX	\$ 4,400,393.07	\$ 312,829.51	\$ (136,017.40)	\$ 4,577,205.18
112	EMPLOYEE BENEFITS	\$ 769,626.05	\$ -	\$ -	\$ 769,626.05
119	EMERGENCY TAX	\$ 2,272.92	\$ -	\$ -	\$ 2,272.92
121	SALES TAX 1%	\$ 6,604,403.54	\$ -	\$ -	\$ 6,604,403.54
125	WESTGATE TIF	\$ 521,721.37	\$ -	\$ -	\$ 521,721.37
126	AIRPORT TIF	\$ 168,839.32	\$ -	\$ -	\$ 168,839.32
128	WILDWOOD HWY 34 TIF	\$ (9,499.36)	\$ -	\$ -	\$ (9,499.36)
129	RISK MANAGEMENT	\$ 990,061.29	\$ -	\$ -	\$ 990,061.29
130	411 MEDICAL COSTS	\$ (57,358.21)	\$ -	\$ (32,583.71)	\$ (89,941.92)
131	AIRPORT	\$ 884,200.40	\$ 8,957.97	\$ (5,589.49)	\$ 887,568.88
133	LIBRARY	\$ 241,169.39	\$ 816.97	\$ (8,219.72)	\$ 233,766.64
135	CEMETERY	\$ 352,278.95	\$ 4,671.00	\$ (3,010.16)	\$ 353,939.79
137	HAZMAT	\$ 152,416.22	\$ 7,904.15	\$ (1,626.84)	\$ 158,693.53
141	2023 UPPER SOTRY HSG CDBG	\$ 268,705.96	\$ -	\$ -	\$ 268,705.96
146	DOWNTOWN STR	\$ 148,708.62	\$ -	\$ -	\$ 148,708.62
147	CDBG P-2 MAS	\$ 18,432.59	\$ -	\$ -	\$ 18,432.59
151	OTHER BOND PROJECTS	\$ 4,599,154.37	\$ -	\$ (241,179.70)	\$ 4,357,974.67
162	SSMID DISTRICT	\$ 221,571.44	\$ -	\$ -	\$ 221,571.44
167	FIRE BEQUEST	\$ 12,333.12	\$ 755.00	\$ -	\$ 13,088.12
171	RETIREE HEALTH	\$ 1.23	\$ -	\$ -	\$ 1.23
173	LIBRARY BEQUEST	\$ 198,960.66	\$ 600.00	\$ (5,319.87)	\$ 194,240.79
174	COMMUNITY DEVELOPMENT	\$ 262,032.74	\$ -	\$ -	\$ 262,032.74
175	POLICE BEQUEST	\$ 221,427.95	\$ 2,790.00	\$ (546.47)	\$ 223,671.48
176	REIMBURSEMENT GRANTS	\$ 1,859.21	\$ -	\$ -	\$ 1,859.21
177	HISTORIC PRESERVATION	\$ 19,465.11	\$ -	\$ -	\$ 19,465.11
200	DEBT SERVICE	\$ (2,071,762.36)	\$ -	\$ -	\$ (2,071,762.36)
301	STREET PROJECTS	\$ 1,693,850.43	\$ -	\$ (62,990.40)	\$ 1,630,860.03
303	AIRPORT PROJECTS	\$ 412,157.35	\$ -	\$ (9,001.76)	\$ 403,155.59
307	SIDEWALK & CURB PROJECTS	\$ 31,504.36	\$ -	\$ -	\$ 31,504.36
309	PARK PROJECTS	\$ (52,285.51)	\$ -	\$ (56,222.46)	\$ (108,507.97)
310	EQUIPMENT PURCHASE	\$ 1,488,065.52	\$ -	\$ -	\$ 1,488,065.52
311	LEVEE PROJECTS	\$ 1,141,862.07	\$ -	\$ (128,415.74)	\$ 1,013,446.33
313	EVENT CENTER CONSTR	\$ 429,790.80	\$ -	\$ -	\$ 429,790.80
315	SEWER CONSTRUCTION	\$ (1,328,860.01)	\$ -	\$ (232,520.08)	\$ (1,561,380.09)
501	CEMETERY MEMORIAL	\$ 1,073.40	\$ -	\$ -	\$ 1,073.40
503	CEMETERY PERPETUAL CARE	\$ 22,352.47	\$ 359.00	\$ (430.00)	\$ 22,281.47
610	SEWER UTILITY	\$ 10,820,927.78	\$ 346,128.72	\$ (210,748.05)	\$ 10,956,308.45
611	SEWER SINKING	\$ 841,245.05	\$ -	\$ -	\$ 841,245.05
613	SEWER IMPROVEMENT	\$ 5,199,969.57	\$ -	\$ -	\$ 5,199,969.57
670	LANDFILL	\$ 1,987,249.80	\$ 14,923.09	\$ (394,934.45)	\$ 1,607,238.44
671	LANDFILL RESERVE	\$ 1,415,511.69	\$ -	\$ -	\$ 1,415,511.69
673	RECYCLING	\$ 519,702.17	\$ 7,635.90	\$ (19,911.30)	\$ 507,426.77
690	TRANSIT FUND	\$ 655,352.27	\$ -	\$ -	\$ 655,352.27
720	BRIDGEVIEW EVENT CENTER	\$ (199,107.05)	\$ -	\$ (40.00)	\$ (199,147.05)
750	GOLF COURSE	\$ (48,095.96)	\$ 1,150.26	\$ -	\$ (46,945.70)
810	POOLED INVESTMENT	\$ (51,518,452.71)	\$ 80,203.86	\$ -	\$ (51,438,248.85)
820	PAYROLL CLEARING	\$ 205,480.45	\$ -	\$ (8,389.32)	\$ 197,091.13
860	GROUP HEALTH INSURANCE	\$ 7,075,064.00	\$ 5,324.86	\$ (184.40)	\$ 7,080,204.46
861	POST 65 RETIREE HEALTH INS	\$ 309,318.36	\$ 13,536.00	\$ (26,503.90)	\$ 296,350.46
862	DENTAL INSURANCE	\$ 48,436.34	\$ -	\$ -	\$ 48,436.34
863	LIFE INSURANCE	\$ 85,468.47	\$ -	\$ (4,439.82)	\$ 81,028.65
	TOTAL	\$ 7,090,694.84	\$ 986,538.39	\$ (1,929,078.14)	\$ 6,148,155.09

INVESTMENTS
AS OF 01/31/2025

INSTITUTION	INSTRUMENT	TERM	RATE	BALANCE	RENEWAL DATE
SOTSB	CD	12 MOS	5.00%	\$ 1,000,000	1/31/2025
SOTSB	CD	12 MOS	5.00%	\$ 1,000,000	1/31/2025
SOTSB	CD	12 MOS	5.00%	\$ 1,000,000	1/31/2025
SOTSB	CD	12 MOS	5.00%	\$ 1,000,000	1/31/2025
SOTSB	CD	12 MOS	4.79%	\$ 1,000,000	2/28/2025
ISB	CD	6 MOS	4.25%	\$ 1,000,000	4/21/2025
ISB	CD	6 MOS	4.25%	\$ 1,000,000	4/21/2025
ISB	CD	6 MOS	4.25%	\$ 1,000,000	4/21/2025
ISB	CD	6 MOS	4.25%	\$ 1,000,000	4/21/2025
COMM 1ST	CD	12 MOS	3.10%	\$ 1,000,000	4/24/2025
COMM 1ST	CD	12 MOS	3.10%	\$ 1,000,000	4/24/2025
COMM 1ST	CD	12 MOS	3.10%	\$ 1,000,000	4/24/2025
COMM 1ST	CD	12 MOS	3.10%	\$ 1,000,000	4/24/2025
ISB	CD	12 MOS	5.00%	\$ 1,000,000	6/3/2025
ISB	CD	12 MOS	5.00%	\$ 1,000,000	6/3/2025
ISB	CD	12 MOS	5.00%	\$ 1,000,000	6/3/2025
ISB	CD	12 MOS	5.00%	\$ 1,000,000	6/3/2025
COMM 1ST	CD	13 Mos	5.15%	\$ 1,000,000	9/26/2025
COMM 1ST	CD	13 Mos	5.15%	\$ 1,000,000	9/26/2025
COMM 1ST	CD	13 Mos	5.15%	\$ 1,000,000	9/26/2025
COMM 1ST	CD	24 MOS	3.26%	\$ 1,000,000	3/25/2026
COMM 1ST	CD	24 MOS	3.26%	\$ 1,000,000	3/25/2026
COMM 1ST	CD	24 MOS	3.26%	\$ 1,000,000	3/25/2026
COMM 1ST	CD	24 MOS	3.26%	\$ 1,000,000	4/24/2026
COMM 1ST	CD	24 MOS	3.26%	\$ 1,000,000	4/24/2026
COMM 1ST	CD	24 MOS	3.26%	\$ 1,000,000	4/24/2026
IPAIT	IBA	NONE	4.17%	\$ 14,566,990	NONE
ISB	SAVINGS	NONE	4.15%	\$ 10,078,311	NONE
AVERAGE YEILD			4.20%	\$ 50,645,301	

OTTUMWA CIVIL SERVICE COMMISSION

Clerk – Entrance Eligibility List

1. Charlotte Anderson
2. Katherine Coleman
3. Emily Dicks
4. Aaryn Frazier – Elliott
5. Emily Hoffstetter
6. Holly Hughes
7. Jackie King
8. Destiny Merrill
9. Paul Munley
10. Kelly Saville
11. Cathy Shepherd
12. Katherine Snakenberg
13. Brittany Wagner
14. Kayly Wolkenhauer
15. Cara Young

Certified February 13, 2025

OTTUMWA CIVIL SERVICE COMMISSION

Ed Wilson, Chairman
Ann Youngman
Amy Gardner

OTTUMWA CIVIL SERVICE COMMISSION

I.T. Technician – Entrance Eligibility List

1. Richard Blaine
2. Samuel Fields
3. Schuyler Harland
4. Tyler Sanders

Certified February 13, 2025

OTTUMWA CIVIL SERVICE COMMISSION

Ed Wilson, Chairman
Ann Youngman
Amy Gardner

OTTUMWA CIVIL SERVICE COMMISSION

Engineering Technician I. – Entrance Eligibility List

1. Paul Munley
2. Dale Norris
3. Adam Williams

Certified February 13, 2025

OTTUMWA CIVIL SERVICE COMMISSION

Ed Wilson, Chairman
Ann Youngman
Amy Gardner

RESOLUTION NO. 19-2025

RESOLUTION FIXING DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO CONVEY CERTAIN REAL PROPERTY LOCATED AT 817 LEE, OTTUMWA, IOWA, TO RIPPLING WATERS, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, the City Council of the City of Ottumwa (the "City") is the current titleholder of real property legally described as:

CLINTON PLACE LOT 10, BLOCK 9 City of Ottumwa, Wapello County, Iowa,

and locally known as 817 Lee, Ottumwa, Iowa (the "Property"), which is the Property the City now proposes be conveyed; and

WHEREAS, the City received a purchase offer form from the public to identify a potential buyer for the property that is identified as Rippling Waters with an offer in the amount of \$125; and

WHEREAS, the City proposes to convey the Property to the hereinabove named high bidder for the amount of the hereinabove stated bid; and

WHEREAS, it is appropriate pursuant to Iowa Code Section 364.7 to publish a notice of the proposed conveyance of real property and of the hearing thereon, and to receive and consider objections and petitions.

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

Section 1. That this Council meet in the Bridge View Center, 102 Church Street, Ottumwa, Iowa, at 5:30 p.m. on March 4, 2025, for the purpose of taking action on the matter of the proposal to convey real property to the high bidder identified hereinabove.

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:

(One publication required)

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF OTTUMWA IN THE STATE OF IOWA, ON THE MATTER OF THE PROPOSAL TO CONVEY REAL PROPERTY LOCATED AT 817 LEE, OTTUMWA, IOWA, TO RIPPLING WATERS, AND THE HEARING THEREON

PUBLIC NOTICE is hereby given that the Council of the City of Ottumwa in the State of Iowa, will hold a public hearing on March 4, 2025, at 5:30 p.m. in the Bridge View Center, 102 Church Street, Ottumwa, Iowa, at which meeting the Council proposes to take action on the proposal to convey certain City-owned real property to Rippling Waters (the "Buyer") for \$125 and other good and valuable consideration. The real property proposed to be sold and conveyed is legally described as follows:

CLINTON PLACE LOT 10, BLOCK 9 City of Ottumwa, Wapello County, Iowa,

and locally known as 817 Lee, Ottumwa, Iowa.

At the time and place set for the public hearing, interested individuals will be given the opportunity to express their views, both orally and in writing, on the proposed conveyance and proposed Agreement. After the public hearing, the Council may make a final determination to approve the Agreement as submitted, or upon condition that certain terms be changed, or the Council may defer action on the Agreement and proposal until a subsequent meeting.

This notice is given by order of the City Council of the City of Ottumwa in the State of Iowa, as provided by Section 364.7 of the City Code of Iowa.

Dated this 18th day of February, 2025.

Christina Reinhard

City Clerk, City of Ottumwa in the State of Iowa

(End of Notice)

PASSED AND APPROVED this February 18, 2025.



ATTEST:

Christus Reinhard

City Clerk

Richard W. Johnson

Mayor

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF WAPELLO

)

I, the undersigned City Clerk of the City of Ottumwa, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this 18 day of February, 2025.



City Clerk, City of Ottumwa, State of Iowa



CITY OF OTTUMWA

Petition No.: 5112-2025

Petitioner Information:

Name: Rippling Waters

Address: PO Box 634 Ottumwa, IA 52501

Phone Number: (641) 954-0461

Petition contains the required number of signatures.

Summary of Petition:

Purchase Offer Form completed; requesting to purchase Vacant Lot at 817 Lee. Offer \$125 for lot for construction of duplex. Property was released from Development Agreement with 21 Properties

1. Engineering Department [X] Approve [] Deny 2/5/25 PB

Comments: No objection. Date Dept. Initials Required

2. Plan/Zoning/Dev. Department [X] Approve [] Deny 2/5/25 [Signature]

Comments: Date Dept. Initials Required

3. Health Department [X] Approve [] Deny 2/5/25 [Signature]

Comments: Date Dept. Initials Required

** If denied by your department automatically return to the City Clerk's Office.
** If approved by your department submit to the next department for review.
*** Once the form is completed return to the City Clerk's Office

Pet 5112

received
2-3-2025



CITY OF
OTTUMWA

Revised 6-30-2021

PURCHASE OFFER FORM FOR CITY OWNED PROPERTY

Check which type of property you want to purchase.

Vacant Lot Are you a not for profit? Yes
 Do you own property next to the lot? No
 Building Has the City owned the property for more than 5 years? No
 Are you a not for profit that builds housing? Yes
 Are you an Ottumwa School District? No

Address or legal description of the property 817 Lee

Buyers Name, address and phone number Rippling Waters PO Box 634
Ottumwa, IA 52501 641-954-0461

Dollar amount of the offer 125.00

If you are purchasing a building do you plan to renovate or demolish it? NA

If you are purchasing a vacant lot, what is the intended use of the lot? Duplex Construction

If the City ownership of the lot is less than 5 years, the minimum offer is \$500. If you own the property next to the vacant lot and the City ownership is less than 5 years, the minimum offer \$250.

If the City ownership of the lot is more than 5 years, the minimum offer is \$250. If you own the property next to the vacant lot and the City ownership is more than 5 years, the minimum offer is \$125.

If you are a not for profit organization, such as Habitat for Humanity, or other organization that builds housing, the price for a vacant lot is \$125 regardless of the length of time the City has owned the property. If you are a nonprofit seeking to operate a community garden, the price is \$1.00. You must demonstrate that your organization is sustainable and able to continuously operate community gardens. If you are an Ottumwa School District with a construction trades program and intend to build housing the price is \$1.00.

Some lots are not available for green space. Verify if the requested lot requires a plan for developing new construction.

RESOLUTION NO. 21-2025

RESOLUTION FIXING DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO CONVEY CERTAIN REAL PROPERTY LOCATED AT 813 LEE, OTTUMWA, IOWA, TO RIPPLING WATERS, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, the City Council of the City of Ottumwa (the "City") is the current titleholder of real property legally described as:

CLINTON PLACE LOT 11, BLOCK 9 City of Ottumwa, Wapello County, Iowa,

and locally known as 813 Lee, Ottumwa, Iowa (the "Property"), which is the Property the City now proposes be conveyed; and

WHEREAS, the City received a purchase offer form from the public to identify a potential buyer for the property that is identified as Rippling Waters with an offer in the amount of \$125; and

WHEREAS, the City proposes to convey the Property to the hereinabove named high bidder for the amount of the hereinabove stated bid; and

WHEREAS, it is appropriate pursuant to Iowa Code Section 364.7 to publish a notice of the proposed conveyance of real property and of the hearing thereon, and to receive and consider objections and petitions.

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

Section 1. That this Council meet in the Bridge View Center, 102 Church Street, Ottumwa, Iowa, at 5:30 p.m. on March 4, 2025, for the purpose of taking action on the matter of the proposal to convey real property to the high bidder identified hereinabove.

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:

(One publication required)

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF OTTUMWA IN THE STATE OF IOWA, ON THE MATTER OF THE PROPOSAL TO CONVEY REAL PROPERTY LOCATED AT 813 LEE, OTTUMWA, IOWA, TO RIPPLING WATERS, AND THE HEARING THEREON

PUBLIC NOTICE is hereby given that the Council of the City of Ottumwa in the State of Iowa, will hold a public hearing on March 4, 2025, at 5:30 p.m. in the Bridge View Center, 102 Church Street, Ottumwa, Iowa, at which meeting the Council proposes to take action on the proposal to convey certain City-owned real property to Rippling Waters (the "Buyer") for \$125 and other good and valuable consideration. The real property proposed to be sold and conveyed is legally described as follows:

CLINTON PLACE LOT 11, BLOCK 9 City of Ottumwa, Wapello County, Iowa,

and locally known as 813 Lee, Ottumwa, Iowa.

At the time and place set for the public hearing, interested individuals will be given the opportunity to express their views, both orally and in writing, on the proposed conveyance and proposed Agreement. After the public hearing, the Council may make a final determination to approve the Agreement as submitted, or upon condition that certain terms be changed, or the Council may defer action on the Agreement and proposal until a subsequent meeting.

This notice is given by order of the City Council of the City of Ottumwa in the State of Iowa, as provided by Section 364.7 of the City Code of Iowa.

Dated this 18th day of February, 2025.

Christina Reinhard

City Clerk, City of Ottumwa in the State of Iowa

(End of Notice)

PASSED AND APPROVED this February 18, 2025.



ATTEST:

Christine Reinhard
City Clerk

Richard W. Johnson
Mayor

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF WAPELLO

)

I, the undersigned City Clerk of the City of Ottumwa, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this 18 day of February, 2025.

Christina Reinhard

City Clerk, City of Ottumwa, State of Iowa



[CITY OF]
OTTUMWA

Petition No.: 5111-2025

Petitioner Information:

Name: Rippling Waters

Address: PO Box 634 Ottumwa, IA 52501

Phone Number: (641) 954-0461 Petition contains the required number of signatures.

Summary of Petition:

Purchase Offer Form completed; requesting to purchase Vacant Lot at 813 Lee. Offer \$125 for lot for construction of duplex. Property was released from Development Agreement with 21 Properties

1. Engineering Department Approve Deny 2/5/25 PB
Date Dept. Initials Required

Comments:
No objection.

2. Plan/Zoning/Dev. Department Approve Deny 2/5/25 [Signature]
Date Dept. Initials Required

3. Health Department Approve Deny 2/5/25 [Signature]
Date Dept. Initials Required

** If denied by your department automatically return to the City Clerk's Office.
** If approved by your department submit to the next department for review.
*** Once the form is completed return to the City Clerk's Office

received
2.13.25 340

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of : Feb 18, 2025

Planning & Development
Department

Zach Simonson
Prepared By
Zach Simonson
Department Head



City Administrator Approval

AGENDA TITLE: Resolution No. 31-2025: A Resolution Fixing Date for a Public Hearing on the Proposal to Convey Certain Real Property Located at 901 Queen Anne, Ottumwa, IA 52501 to Manny Martinez and Providing for Publication and Notice Thereof

****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 and adopt Resolution No. 31-2025

DISCUSSION: The City acquired the abandoned property at 901 Queen Anne in December 2024. Bids were taken for the property until 2pm on February 12 and the best bid was from Manny Martinez in the amount of \$17,200. This resolution sets the March 4 Council meeting as the date for a public hearing to approve conveying the property to Mr. Martinez.

Source of Funds:

Budgeted Item:

Budget Amendment Needed:

RESOLUTION NO. 31-2025

RESOLUTION FIXING DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO CONVEY CERTAIN REAL PROPERTY LOCATED AT 901 QUEEN ANNE, OTTUMWA, IOWA, TO MANNY MARTINEZ, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, the City Council of the City of Ottumwa (the "City") is the current titleholder of real property legally described as:

Lot 9 in JJ McCoy's Second Addition to the City of Ottumwa, Wapello County, Iowa,

and locally known as 901 Queen Anne, Ottumwa, Iowa (the "Property"), which is the Property the City now proposes be conveyed; and

WHEREAS, the City has solicited bids from the public to identify a potential buyer for the Property through the determination of the high bidder therefor; and

WHEREAS, bids were received until 2:00 P.M. on Wednesday, February 12, 2025, and were opened at 2:00 P.M. on Wednesday, February 12, 2025; and

WHEREAS, the City received 5 responsive bids, and upon evaluation, the high bidder for the Property has now been identified as Manny Martinez with a bid in the amount of \$17,200; and

WHEREAS, the City proposes to convey the Property to the hereinabove named high bidder for the amount of the hereinabove stated high bid; and

WHEREAS, it is appropriate pursuant to Iowa Code Section 364.7 to publish a notice of the proposed conveyance of real property and of the hearing thereon, and to receive and consider objections and petitions.

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

Section 1. That this Council meet in the Bridge View Center, 102 Church Street, Ottumwa, Iowa, at 5:30 p.m. on March 4, 2025, for the purpose of taking action on the matter of the proposal to convey real property to the high bidder identified hereinabove.

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:

(One publication required)

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF OTTUMWA IN THE STATE OF IOWA, ON THE MATTER OF THE PROPOSAL TO CONVEY REAL PROPERTY LOCATED AT 901 QUEEN ANNE, OTTUMWA, IOWA, TO MANNY MARTINEZ, AND THE HEARING THEREON

PUBLIC NOTICE is hereby given that the Council of the City of Ottumwa in the State of Iowa, will hold a public hearing on March 4, 2025, at 5:30 p.m. in the Bridge View Center, 102 Church Street, Ottumwa, Iowa, at which meeting the Council proposes to take action on the proposal to convey certain City-owned real property to Manny Martinez (the "Buyer") for \$17,200 and other good and valuable consideration. The real property proposed to be sold and conveyed is legally described as follows:

Lot 9 in JJ McCoy's Second Addition to the City of Ottumwa, Wapello County, Iowa,

and locally known as 901 Queen Anne, Ottumwa, Iowa.

At the time and place set for the public hearing, interested individuals will be given the opportunity to express their views, both orally and in writing, on the proposed conveyance and proposed Agreement. After the public hearing, the Council may make a final determination to approve the Agreement as submitted, or upon condition that certain terms be changed, or the Council may defer action on the Agreement and proposal until a subsequent meeting.

This notice is given by order of the City Council of the City of Ottumwa in the State of Iowa, as provided by Section 364.7 of the City Code of Iowa.

Dated this 18th day of February, 2025.

Christina Reinhard

City Clerk, City of Ottumwa in the State of
Iowa

PASSED AND APPROVED this February 18, 2025.



ATTEST:

Christine Reinhard

City Clerk

Richard W. Johnson
Mayor

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF WAPELLO

)

I, the undersigned City Clerk of the City of Ottumwa, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this 18 day of February, 2025.

Christine Reinhard
City Clerk, City of Ottumwa, State of Iowa

901 Queen Anne

Bidder	Bid
Manny Martinez	\$17,200.00
Alma Perez	\$11,111.00
Samual Duran	\$6,110.00
Maria Gomez-Andrade	\$5,200.00
Celia Fuentes	\$2,000.00

received
2.13.25 145

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: February 18, 2025

Engineering
Department

Phillip Burgmeier
Prepared By
Phillip Burgmeier

Department Head

[Signature]
City Administrator Approval

AGENDA TITLE: Resolution # 25-2025. Approving the Plans, Specifications, Form of Contract and Estimated Cost for the South Market Street Gateway Project.

****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 and adopt Resolution #25-2025.

DISCUSSION: This project will construct and install two columns and an over-the-road truss/signage assembly with lighting. Columns are comprised of PCC footings, CMU core walls, brick and cast stone masonry veneer, cast stone caps, and internal steel columns to support the truss structure. Tile art will be installed as a separate project. The trusses are approximately 10.5' tall and will span 70' across Market Street at a minimum height of 16'-6" above the roadway. The Gateway will be located at the north end of the Market Street Bridge.

Bids will be received and opened by the City of Ottumwa on March 5, 2025 at 2:00 p.m. The bid report and bid award recommendation will be presented at the City Council meeting on March 18, 2025, or at a later date as determined by staff.

Cost Estimate:

\$461,720.00

RESOLUTION # 25-2025

A RESOLUTION APPROVING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT,
AND ESTIMATED COST FOR THE SOUTH MARKET STREET GATEWAY PROJECT

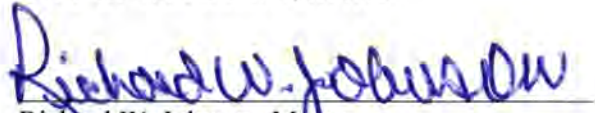
WHEREAS, The City Council of the City of Ottumwa, Iowa has conducted a public hearing on the plans, specifications, form of contract, and estimated cost for the above referenced project; and,

WHEREAS, No objections to the said plans, specifications, form of contract and estimated cost were received.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA THAT: The plans, specifications, form of contract, and estimated cost for the above referenced project are hereby approved and adopted.

APPROVED, PASSED, AND ADOPTED, this 18th day of February, 2025.

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

ATTEST:



Christina Reinhard, City Clerk

2/11/25

**SECTION 00010 NOTICE
OF PUBLIC HEARING**

The City Council of Ottumwa, Iowa, will hold a public hearing on the proposed Plans and Specifications, form of contract and estimate of cost for the construction of said improvements described in general as SOUTH MARKET STREET GATEWAY, Ottumwa, Iowa* at 5:30 oclock p.m. on February 18, 2025, in the Council Chambers, City Hall, Ottumwa, Iowa. At said hearing any interested person may appear and file objections thereto or to the cost of the improvements. At the hearing, the City will receive and consider any objections made by any interested party, to the Plans and Specifications, proposed form of Contract, and the estimate of cost for the project.

The work to be done is as follows: Furnish all labor, materials and equipment to construct the following:

Prepare site through selective demolition for the construction/installation of two brick columns and an over-the-road truss/signage assembly with lighting. Brick columns are comprised of PCC footings, CMU walls, brick and cast stone masonry construction, and steel columns to support the truss structure. Modify the two existing/salvaged bridge trusses for the construction of the over-the-road sign per Plans. Brick columns shall be vented and drained per Plans.

received
2.11.25 830



CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 18, 2025

Finance
Department

O'Donnell
Prepared By
O'Donnell
Department Head



City Administrator Approval

AGENDA TITLE: RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$16,000,000 SEWER REVENUE CAPITAL LOAN NOTES

Public hearing required if this box is checked.

The Board of Progression for Public Hearing will be attached to the Staff Summary. If the Board of Administration is not attached the item will not be placed on the agenda.

RECOMMENDATION: Pass and Adopt Resolution No. 26-2025.

DISCUSSION: When staff was completing the CIP, analysis showed that LOSST could not support both Phase 3 sewer separation loan payments and significant street maintenance. To meet the Council priority of street repair, the SRF loan for Phase 3 will be shifted from general obligation to revenue bonds. This provides a better interest rate. As the loan was previously approved as GO, a second public hearing must be held and a second resolution adopted.

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed: No

**ITEMS TO INCLUDE ON AGENDA
FOR THE COUNCIL MEETING ON FEBRUARY 18, 2025**

CITY OF OTTUMWA, IOWA

Not to Exceed \$16,000,000 Sewer Revenue Capital Loan Notes.

- Public hearing on the authorization of a Loan and Disbursement Agreement and the issuance of Notes to evidence the obligation of the City thereunder.
- Resolution instituting proceedings to take additional action.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE
CHAPTER 21 AND THE LOCAL RULES OF THE CITY.

February 18, 2025

The City Council of the City of Ottumwa, State of Iowa, met in regular session, at the Bridge View Center, 102 Church Street, Ottumwa, Iowa, 52501, at 5:30 o'clock P.M., on the above date. There were present Mayor Johnson, in the chair, and the following named Council Members:

Cara Galloway, Bill Hoffman Jr., Doug McAntire, Keith Caviness,
Dan Reid

Absent: _____

* * * * *

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority, and the issuance to the Iowa Finance Authority of not to exceed \$16,000,000 Sewer Revenue Capital Loan Notes to evidence the obligations of the City under said Loan and Disbursement Agreement, in order to provide funds to pay costs of acquisition, construction, reconstruction, extending, remodeling, improving, repairing and equipping all or part of the Municipal Sewer System, including those costs associated with the collection, treatment, and disposal of sewage and industrial waste in a sanitary manner, and for the collection and disposal of surface waters and streams, including for Blake's Branch Sewer Separation, Phase 8, Division 3, and that notice of the proposed action by the City Council to institute proceedings for the authorization of the Loan and Disbursement Agreement and the issuance of the Notes had been published pursuant to the provisions of Sections 384.24A and 384.83, as amended.

The Mayor then asked the Clerk whether any written objections had been filed by any City resident or property owner to the proposal. The City Clerk advised the Mayor and the City Council that zero written objections had been filed. The Mayor then called for oral objections to the proposal and none were made. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

(Attach here a summary of objections
received or made, if any)

The City Council then considered the proposed action and the extent of objections thereto.

Whereupon, Council Member Caviness introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$16,000,000 SEWER REVENUE CAPITAL LOAN NOTES", and moved:

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings to the meeting to be held at _____ o'clock _____ .M. on the _____ day of _____, 2025, at this place.

Council Member Hoffman seconded the motion. The roll was called and the vote was,

AYES: Galloway, Hoffman, McAntire, Caviness, Reid

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION NO. 26-2025

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$16,000,000 SEWER REVENUE CAPITAL LOAN NOTES

WHEREAS, pursuant to notice published as required by law, this Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority, and the issuance to the Iowa Finance Authority of not to exceed \$16,000,000 Sewer Revenue Capital Loan Notes to evidence the obligations of the City under said Loan and Disbursement Agreement, for the purpose of paying costs of acquisition, construction, reconstruction, extending, remodeling, improving, repairing and equipping all or part of the Municipal Sewer System, including those costs associated with the collection, treatment, and disposal of sewage

and industrial waste in a sanitary manner, and for the collection and disposal of surface waters and streams, including for Blake's Branch Sewer Separation, Phase 8, Division 3, and has considered the extent of objections received from residents or property owners as to said proposal and, accordingly the following action is now considered to be in the best interests of the City and residents thereof:

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

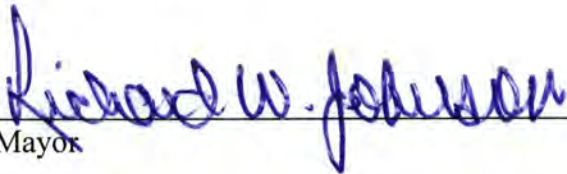
Section 1. That this Council does hereby institute proceedings and takes additional action for the authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority, and the issuance to the Iowa Finance Authority in the manner required by law of not to exceed \$16,000,000 Sewer Revenue Capital Loan Notes for the foregoing purpose.

Section 2. That this Council does hereby consent to the terms and conditions of the SRF Loan Program, which terms and conditions and the disclosures provided with respect thereto are hereby acknowledged, accepted and approved.

Section 3. That the Clerk, with the assistance of the City Attorney and bond counsel, is hereby authorized and directed to proceed with the preparation of such documents and proceedings as shall be necessary to authorize the City's participation in the SRF Loan Program, to select a suitable date for final Council authorization of the required Loan and Disbursement Agreement and issuance of the Note to evidence the City's obligations thereunder, and to take such other actions as the Clerk shall deem necessary to permit the completion of a loan on a basis favorable to the City and acceptable to this Council.

Section 4. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that Sewer fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above loan agreement. The amounts so advanced shall be reimbursed from the proceeds of the Loan Agreement not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the loan amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 18th day of February, 2025.



Mayor

ATTEST:



City Clerk

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF WAPELLO

)

I, the undersigned City Clerk of the City of Ottumwa, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this 18 day of February, 2025.

Christina Reinhard

City Clerk, City of Ottumwa, State of Iowa



received
2-11-25 1:10pm

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 18, 2025

Finance
Department

O'Donnell
Prepared By
O'Donnell
Department Head



City Administrator Approval

AGENDA TITLE: RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$550,000 GENERAL OBLIGATION CAPITAL LOAN NOTES

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

RECOMMENDATION: Pass and Adopt Resolution No. 27-2025 approving the issuance of the bonds.

DISCUSSION: See attached.

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed: No

In the CIP there were several projects for FY 2026 that were not funded with the 2024 GO CIP issuance. Those projects were:

Depot Flooring	\$15,000
Depot Windows	\$100,000
HVAC Depot	\$420,000
Soccer Complex Equipment	\$87,000
Paint Wave Pool	\$40,000
Total	\$662,000

While most of the projects could be delayed to other years, the soccer complex equipment must be purchased. It would be more advantageous to borrow for all of the improvement rather than just the equipment.

After a meeting the Legacy Foundation, where staff was informed of a possible grant for the Inclusive Play Space that would include the skate park. The timing of the grant is such that the project will need to be started in the current calendar year. The CIP has \$300,000 programmed in FY 27 for the project. Staff recommends delaying the Depot HVAC until FY 27 and moving the skate park to FY 26. The issuance would then be as such:

Depot Flooring	\$15,000
Depot Windows	\$100,000
Skate Park	\$300,000
Soccer Complex Equipment	\$87,000
Paint Wave Pool	\$40,000
Total	\$542,000

With fees, the total issuance would be \$555,000. Using the estimated debt service schedule from Piper-Sandler, the effect on the Debt Service Levy is negligible due to other debt payments rolling off. The current projected levy is about \$0.18 less than FY 25 with approximately \$60,000 less in tax dollars requested.

**ITEMS TO INCLUDE ON AGENDA
FOR THE COUNCIL MEETING ON FEBRUARY 18, 2025**

CITY OF OTTUMWA, IOWA

Not to Exceed \$550,000 General Obligation Capital Loan Notes (GCP)

- Public hearing on the authorization of a Loan Agreement and the issuance of Notes to evidence the obligation of the City thereunder.
- Resolution instituting proceedings to take additional action.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE
CHAPTER 21 AND THE LOCAL RULES OF THE CITY.

February 18, 2025

The City Council of the City of Ottumwa, State of Iowa, met in regular session, at the Bridge View Center, 102 Church Street, Ottumwa, Iowa, 52501, at 5:30 P.M., on the above date. There were present Mayor Johnson, in the chair, and the following named Council Members:

Cara Galloway, Bill Hoffman Jr., Doug McAntire, Keith Caviness,
Dan Reid

Absent: _____

Vacant: _____

* * * * *

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$550,000 General Obligation Capital Loan Notes, in order to provide funds to pay the costs of equipping the parks department, including equipment for soccer field maintenance, for general corporate purposes, and that notice of the proposed action by the Council to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes and the right to petition for an election had been published as provided by Sections 384.24A and 384.26 of the Code of Iowa, and the Mayor then asked the City Clerk whether any petition had been filed in the Clerk's Office, in the manner provided by Section 362.4 of the Code of Iowa, and the Clerk reported that no such petition had been filed, requesting that the question of issuing the Notes be submitted to the qualified electors of the City.

The Mayor then asked the Clerk whether any written objections had been filed by any resident or property owner of the City to the issuance of the Notes. The Clerk advised the Mayor and the Council that zero written objections had been filed. The Mayor then called for oral objections to the issuance of the Notes and none were made. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

(Attach here a summary of objections received or made, if any)

Whereupon, the Mayor declared the hearing on the authorization of entering into a Loan Agreement and the issuance of the Notes to be closed.

The Council then considered the proposed action and the extent of objections thereto.

Whereupon, Council Member Caviness introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$550,000 GENERAL OBLIGATION CAPITAL LOAN NOTES", and moved:

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, 2025, at this place.

Council Member Galloway seconded the motion. The roll was called and the vote was,

AYES: Galloway, Hoffman, McAntire, Caviness, Reid

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION NO. 27-2025

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$550,000 GENERAL OBLIGATION CAPITAL LOAN
NOTES

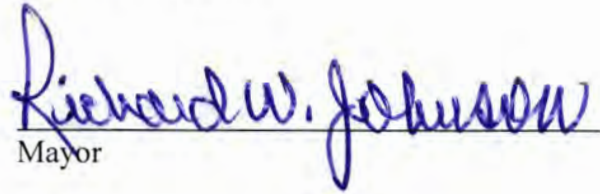
WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$550,000 General Obligation Capital Loan Notes, for the general corporate purposes, in order to provide funds to pay the costs of equipping the parks department, including equipment for soccer field maintenance, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and no petition was filed calling for a referendum thereon. The following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$550,000 General Obligation Capital Loan Notes, for the foregoing general corporate purposes.

Section 2. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the general fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 18th day of February, 2025.



Mayor

ATTEST:



City Clerk

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF WAPELLO

)

I, the undersigned City Clerk of the City of Ottumwa, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this 18 day of February, 2025.

Christina Reinhard

City Clerk, City of Ottumwa, State of Iowa



received
2-11-25 11:0am

[Redacted Box]

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 18, 2025

Finance
Department

O'Donnell
Prepared By
O'Donnell
Department Head

[Signature]
City Administrator Approval

AGENDA TITLE: RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2025, AND LEVYING A TAX FOR THE PAYMENT THEREOF

 Public hearing required if this box is checked. (The Board of Commissioners may, at its discretion, determine if a public hearing is required for this item. If the Board of Commissioners determines that a public hearing is not required, the Board will so advise the signatory.)

RECOMMENDATION: Pass and Adopt Resolution No. 30-2025.

DISCUSSION: As the 2025 CIP bond issuance will occur after the certification of the FY 2026 budget and that payments on said bonds will come due during FY 2026, a resolution authorizing the pre-levy of taxes must be adopted. A copy of the adopted resolution must be filed with the Wapello County Auditor before April 14, 2025.

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed: No

**ITEMS TO INCLUDE ON AGENDA
FOR THE COUNCIL MEETING ON FEBRUARY 18, 2025**

CITY OF OTTUMWA, IOWA

General Obligation Capital Loan Notes, Series 2025

- Resolution authorizing the issuance and levying a tax for the payment thereof.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE
CHAPTER 21 AND THE LOCAL RULES OF THE CITY.

February 18, 2025

The City Council of the City of Ottumwa, State of Iowa, met in regular session, at the Bridge View Center, 102 Church Street, Ottumwa, Iowa, 52501, at 5:30 P.M., on the above date. There were present Mayor Johnson, in the chair, and the following named Council Members:

Cara Galloway, Bill Hoffman Jr., Doug McAntire, Keith Caviness,
Dan Reid

Absent: _____

Vacant: _____

Council Member Caviness introduced the following Resolution entitled "RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2025, AND LEVYING A TAX FOR THE PAYMENT THEREOF", and moved that the same be adopted. Council Member Hoffman seconded the motion to adopt. The roll was called and the vote was,

AYES: Galloway, Hoffman, McAntire, Caviness, Reid

NAYS: _____

Whereupon, the Mayor declared the Resolution duly adopted as follows:

RESOLUTION NO. 30-2025

**RESOLUTION AUTHORIZING THE ISSUANCE OF
GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES
2025, AND LEVYING A TAX FOR THE PAYMENT THEREOF**

WHEREAS, the City of Ottumwa, State of Iowa ("Issuer"), is a municipal corporation, organized and existing under the Constitution and laws of the State of Iowa, and is not affected by any special legislation; and

WHEREAS, the Issuer is in need of funds to pay costs of equipping the parks department, including equipment for soccer field maintenance (the "Project"), and it is deemed necessary and advisable that General Obligation Capital Loan Notes, Series 2025, in the amount of not to exceed \$550,000 be issued; and

WHEREAS, the City Council has taken such acts as are necessary to authorize issuance of the Notes.

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

Section 1. Authorization of the Issuance. General Obligation Capital Loan Notes, Series 2025, in the amount of not to exceed \$550,000 shall be issued pursuant to the provisions of Iowa Code Sections 384.24A and 384.26 for the purposes covered by the hearing.

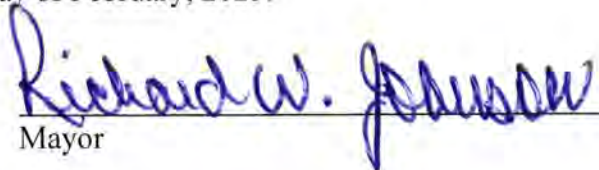
Section 2. Levy of Annual Tax. For the purpose of providing funds to pay the principal and interest as required under Chapter 76.2, there is levied for each future year the following direct annual tax upon all the taxable property in the City of Ottumwa, State of Iowa, to wit:

AMOUNT	FISCAL YEAR (JULY 1 TO JUNE 30) YEAR OF COLLECTION
\$77,000	2025/2026
\$74,800	2026/2027
\$72,600	2027/2028
\$70,400	2028/2029
\$68,200	2029/2030
\$66,000	2030/2031
\$63,800	2031/2032
\$61,600	2032/2033
\$59,400	2033/2034
\$57,200	2034/2035

Section 3. Amendment of Levy of Annual Tax. Based upon the terms of the future sale of the Notes to be issued, this Council will file an amendment to this Resolution ("Amended Resolution") with the County Auditor.

Section 4. Filing. A certified copy of this Resolution shall be filed with the County Auditor of County of Wapello, State of Iowa, who shall, pursuant to Iowa Code Section 76.2, levy, assess and collect the tax in the same manner as other taxes and, when collected, these taxes shall be used only for the purpose of paying principal and interest on the Notes.

PASSED AND APPROVED this 18th day of February, 2025.



Mayor

ATTEST:



City Clerk

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF WAPELLO

)

I, the undersigned City Clerk of the City of Ottumwa, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this 18 day of February, 2025.

Christine Reinhard
City Clerk, City of Ottumwa, State of Iowa



COUNTY AUDITOR'S CERTIFICATE

I, _____, County Auditor of Wapello County, State of Iowa, hereby certify that on the _____ day of _____, 2025 there was filed in my office the Resolution of the City Council of the City of Ottumwa, State of Iowa, adopted on the 18th day of February, 2025, the Resolution authorizing execution of a Loan Agreement and authorizing the issuance of General Obligation Capital Loan Notes, Series 2025, and levying a tax therefor.

(COUNTY SEAL)

County Auditor of Wapello County, State of
Iowa

received
2-11-25 430

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 18, 2025

Finance
Department

O'Donnell
Prepared By
O'Donnell
Department Head



City Administrator Approval

AGENDA TITLE: Ordinance No. 3239-2025, Amending the Municipal Code of the City of Ottumwa, Iowa by Amending Section 31-14(a) entitled "Fees and Charges, Costs."

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

RECOMMENDATION: Pass the first consideration of Ordinance No. 3239-2025.

DISCUSSION: See attached.

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed: No

In order to meet the Council priority of street repair and maintenance, staff has recommended using LOSST revenues for that purpose. As a result, the SRF loan for Division 3 of the sewer separation will be paid from sewer fees. In order to meet the required coverage by the State, a rate increase is necessary. While not required by Iowa Statute, staff is requesting a public hearing on the increase as has been practice in the past.

The proposed ordinance would have a 6.5% increase starting July 1, 2025 and the same for the next five years. This increase would apply to the usage and base fees. Additionally, the ordinance requires that multi-unit accounts with one water meter be charged a base fee for every unit. This applies to multifamily units and trailer court lots.

American Bottling Company (ABC) has a specific commodity charge. The rates for this charge will also increase by the same percentages as the base and usage rates for all other users. Staff has sent a letter to ABC informing them of the proposed increase and the public hearing. ABC has also been given the opportunity to contact staff directly. No such contact has been initiated at the time of this item being submitted for inclusion on the agenda.

A reminder, under the previous plan, Divisions 4-6 were to be paid from sewer fees. This would have required a rate increase. The adopted CIP has Division 4 being paid from sewer reserves.

The adopted ordinance must be submitted to the Iowa Finance Authority as part of the SRF loan certification as the loan is now paid by sewer revenues. The original time line had work on the project commencing in February/March. Having all of the readings of the ordinance at separate meetings will cause the start date to be pushed back by several weeks. As a public hearing has been held staff requests that the Council consider waving future readings and adopt the ordinance.

Ordinance No. 3239 - 2025

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF
OTTUMWA, IOWA BY AMENDING SECTION 31-14 ENTITLED "FEES
AND CHARGES, COSTS" FOR THE PURPOSE OF REVISING SANITARY
SEWER FEES

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. 31-14(b) as follows:

Sec. 31-14. – Fees and charges, costs.

...

(b)(1) Each user shall pay for the services provided by the city based on the users portion of
the treatment works as determined by water meter(s) acceptable to the city.

(2) For residential, industrial and commercial contributors, user charges shall be based on
water used during the current month. If a commercial or industrial contributor has a
consumptive use of water, or in some other manner uses water which is not returned to the
wastewater collections system, the user charge for the contributor may be based on a
wastewater meter(s) or separate water meter(s) installed and maintained by the contributor's
expense, and in a matter acceptable to the city.

(3) Residential properties with more than a single dwelling unit, that are metered by a single
meter, shall pay a base charge for each dwelling unit, plus the water usage rate for the
property.

(4) Effective July 1, 2022, the base charge per month shall be \$18.25 per user. In addition,
each contributor shall pay a user charge rate for operation, maintenance, debt service and
replacement of \$6.00/100 cubic feet (CF).

Effective July 1, 2025, the base charge per month shall be \$19.39 per user. In addition,
each contributor shall pay a user charge rate for operation, maintenance, debt service and
replacement of \$6.38/100 cubic feet (CF).

Effective July 1, 2026, the base charge per month shall be \$20.65 per user. In addition,
each contributor shall pay a user charge rate for operation, maintenance, debt service and
replacement of \$6.79/100 cubic feet (CF).

Effective July 1, 2027, the base charge per month shall be \$21.99 per user. In addition, each contributor shall pay a user charge rate for operation, maintenance, debt service and replacement of \$7.23/100 cubic feet (CF).

Effective July 1, 2028, the base charge per month shall be \$23.42 per user. In addition, each contributor shall pay a user charge rate for operation, maintenance, debt service and replacement of \$7.70/100 cubic feet (CF).

Effective July 1, 2029, the base charge per month shall be \$24.94 per user. In addition, each contributor shall pay a user charge rate for operation, maintenance, debt service and replacement of \$7.61/100 cubic feet (CF).

Effective July 1, 2030, the base charge per month shall be \$26.56 per user. In addition, each contributor shall pay a user charge rate for operation, maintenance, debt service and replacement of \$8.10/100 cubic feet (CF).

Effective July 1, 2031, the base charge per month shall be \$27.75 per user. In addition, each contributor shall pay a user charge rate for operation, maintenance, debt service and replacement of \$8.46/100 cubic feet (CF).

Effective July 1, 2032, the base charge per month shall be \$29.00 per user. In addition, each contributor shall pay a user charge rate for operation, maintenance, debt service and replacement of \$8.84/100 cubic feet (CF).

Effective July 1, 2033, the base charge per month shall be \$30.30 per user. In addition, each contributor shall pay a user charge rate for operation, maintenance, debt service and replacement of \$9.24/100 cubic feet (CF).

Effective July 1, 2034, the base charge per month shall be \$31.66 per user. In addition, each contributor shall pay a user charge rate for operation, maintenance, debt service and replacement of \$9.65/100 cubic feet (CF).

Effective July 1, 2022, the commodity charge for American Bottling Company will be \$7.50 per 100 cubic feet (CF).

Effective July 1, 2025, the commodity charge for American Bottling Company will be \$7.99 per 100 cubic feet (CF).

Effective July 1, 2026, the commodity charge for American Bottling Company will be \$8.51 per 100 cubic feet (CF).

Effective July 1, 2027, the commodity charge for American Bottling Company will be \$9.06 per 100 cubic feet (CF).

Effective July 1, 2028, the commodity charge for American Bottling Company will be \$9.65 per 100 cubic feet (CF).

Effective July 1, 2029, the commodity charge for American Bottling Company will be \$10.28 per 100 cubic feet (CF).

Effective July 1, 2030, the commodity charge for American Bottling Company will be \$10.95 per 100 cubic feet (CF).

Effective July 1, 2031, the commodity charge for American Bottling Company will be \$11.44 per 100 cubic feet (CF).

Effective July 1, 2032, the commodity charge for American Bottling Company will be \$11.95 per 100 cubic feet (CF).

Effective July 1, 2033, the commodity charge for American Bottling Company will be \$12.49 per 100 cubic feet (CF).

Effective July 1, 2034, the commodity charge for American Bottling Company will be \$13.05 per 100 cubic feet (CF).

- (5) Effective January 1, 2012 for those contributors who contribute wastewater, the strength of which is greater than normal domestic wastewater, as defined in chapter 31, sewers and sewage disposal, section 31-2, general sewer use requirements, 300 mg/l BOD and 300 mg/l TSS, a surcharge in addition to the normal user charge will be collected. The surcharge for operation and maintenance including replacement will be for the following effective dates:

Effective July 1, 2020, \$0.319 per pound BOD and \$0.354 per pound TSS

Effective July 1, 2021, \$0.345 per pound BOD and \$0.382 per pound TSS

Effective July 1, 2022, \$0.373 per pound BOD and \$0.413 per pound TSS

In the event the city's National Pollutant Discharge Elimination System (NPDES) permit for the water pollution control facility is modified to include more stringent standards which result in increased costs the city staff reserves the right to modify and adjust the surcharge for operation and maintenance including replacement to cover the increase in costs. City staff includes the city administrator, director of finance, public works director, engineering department, wastewater superintendent or others as directed by city council.

- (6) Any user who discharges any toxic pollutants which cause an increase in the cost of managing the effluent or the sludge from the city's treatment works, or any user who discharges any substance which singly or by interaction with other substances causes identifiable increases in the cost of operation, maintenance, or replacement of the treatment works, shall pay for such increased costs. The charge to each user shall be as determined by the responsible plant operating personnel and approved by the public works director and the director of finance.

(7) The user charge rates established in this article apply to all users within the city limits of the city's treatment works. Each contributor whose property or sources of wastewater lies outside of the city limits shall pay to the city, through its collection agent, the sewer charge, at his office at the time payment for city water is made. If city water is not used, the contributor shall pay the city clerk monthly for statements received from the finance department. The rates for contributors outside the city limits shall be 25 percent higher than the rate contributors within the city pay on commodity charge only. City reserves the right to negotiate through written contract with commercial users to adjust base charge and commodity charge as needed.

(8) Private water supplies. The rates set forth above shall apply in all cases where privately produced water supplies are discharged into the sanitary sewer system. It shall be the duty of every person responsible for the production of such private water supply to report forthwith to the superintendent of the wastewater treatment plant and to cooperate with the superintendent to the wastewater treatment plan in the determination of the quantity and character of the waste originating from each such respective private water supply. The superintendent shall designate, in such special cases, any necessary means of measurements of such private water supply and resulting wastewater flow shall be installed by and at the expense of, the contributor upon written order of the superintendent of the wastewater treatment plant.

For residential customers with no method to monitor wastewater flow, the finance department will bill them for the average residential consumption as provided by Ottumwa Water and Hydro, which at the date of this subparagraph (December 20, 2011) is five units (500 cubic feet) of water. However, if there is any evidence of abuse of this non-metered charge, the superintendent may reasonably request a wastewater flow meter to be installed. Said meter shall be installed by said residential customer.

(9) Sewer hookup charge. If the property to be connected to a public sewer has not been assessed for any part of the cost of construction of the public sewer, or has been assessed as an unimproved lot, the owner shall pay a special connection charge to the city for the use of the public sewers before the permit is issued. The amount of the fee shall be an equitable portion of the cost of the public sewers in relation to the benefits received by the property, based upon service area or lot dimensions, and shall be determined by the city engineer or public works director, subject to approval, modification, or revocation by the city council at its next regular meeting. For lots not specifically assessed, the hookup fee shall be \$500.00 for non-residential property and \$250.00 for residential property.

(10) Other fees and charges. Significant industrial users will pay an application fee and an annual renewal fee as set by city resolution. Fees for laboratory tests and waste hauler dumping will also be set by city resolution.

...

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

meeting. For lots not specifically assessed, the hookup fee shall be \$500.00 for non-residential property and \$250.00 for residential property.

(10) Other fees and charges. Significant industrial users will pay an application fee and an annual renewal fee as set by city resolution. Fees for laboratory tests and waste hauler dumping will also be set by city resolution.

...

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 __ day of _____, 2025.

Passed on its second consideration on the __ day of _____, 2025.

Passed on its third consideration on the __ day of _____, 2025.

Approved this __ day of _____, 2025.

CITY OF OTTUMWA, IOWA

Richard W. Johnson, Mayor

___ No action taken by Mayor
___ Vetoed this ___ day of _____, 2025.

Richard W. Johnson, Mayor

Repassed and adopted over the veto this ___ day of _____, 2025.
 Veto affirmed this ___ day of _____, 2025 by failure of vote taken to repass.
 Veto affirmed no timely vote taken to repass over veto.

ATTEST:

Christina Reinhard, CMC, City Clerk

received
2.5.2025 1145AM

Item No. G.-1.

CITY OF OTTUMWA Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 18, 2025

City Clerk _____
Department

Chris Reinhard

Prepared By

Chris Reinhard *cjr*
Department Head

[Signature]

City Administrator Approval

AGENDA TITLE: Ordinance No. 3238-2025, Amending the Municipal Code of the City of Ottumwa, Iowa by Repealing and Replacing Section 25-114 as it relates to Possession of Tobacco by Underage Persons.

Public hearing required if this box is checked.

RECOMMENDATION: Pass the third consideration and Adopt Ordinance No. 3238-2025.

DISCUSSION: Section 25-114 of the City of Ottumwa Municipal Code identifies the legal age for possession of any tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes as 18 years of age. State Code Chapter 453A.2 was recently updated to reflect and identify the legal age for possession of any tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes as 21 years of age. Ordinance No. 3238-2025 updates this section to match State Code.

Source of Funds: NA

Budgeted Item: Budget Amendment Needed: No

ORDINANCE NO. 3238-2025

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF OTTUMWA, IOWA BY REPEALING AND REPLACING SECTION 25-114 AS IT RELATES TO THE POSSESSION OF TOBACCO BY UNDERAGE PERSONS AS SET FORTH HEREAFTER.

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. 25-114 as follows:

Sec. 25-114. - Possession of tobacco by or sales to person under legal age.

- (a) A person shall not sell, give, or otherwise supply any tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes to any person under 21 years of age.
- (b) A person under 21 years of age shall not smoke, use, possess, purchase, or attempt to purchase any tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes.
- (c) Possession of tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes by an individual under 21 years of age does not constitute a violation under this section if the individual under 21 years of age possesses the tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes as part of the individual's employment and the individual is employed by a person who holds a valid permit under state and local law, or who otherwise lawfully offers for sale or sells cigarettes or tobacco products.
- (d) Exception.
 - (1) A person shall not be guilty of a violation of this section if conduct that would otherwise constitute a violation is performed to assess compliance with tobacco, tobacco products, alternative nicotine products, vapor products, or cigarette laws if any of the following applies:
 - a. The compliance effort is conducted by or under the supervision of law enforcement officers.
 - b. The compliance effort is conducted with the advance knowledge of law enforcement officers and reasonable measures are adopted by those conducting the effort to ensure that use of tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes by individuals under 21 years of age does not result from participation by

any individual under 21 years of age in the compliance effort.

- (2) For the purposes of this subsection, the term “law enforcement officer” means a peace officer as defined in I.C.A § 801.4 and includes persons designated under subsection (d) of this section to enforce this section.

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.

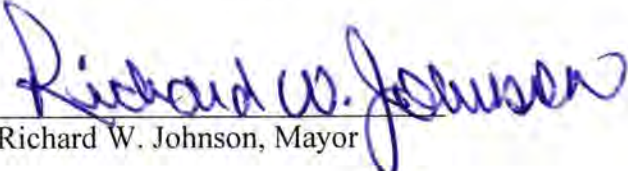
Passed on its first consideration on the 21 day of January, 2025.

Passed on its second consideration on the 4 day of February, 2025.

Passed on its third consideration on the 18 day of February, 2025.

Approved this 18th day of February 2025.

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

___ No action taken by Mayor

___ Vetoed this ___ day of _____, 2025.

Richard W. Johnson, Mayor

___ Repassed and adopted over the veto this ___ day of _____, 2025.

___ Veto affirmed this ___ day of _____, 2025 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
2-13-25 145

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 18, 2025

City Clerk _____
Department

Christina Reinhard

Prepared By

Christina Reinhard *CJK*
Department Head

[Signature]

City Administrator Approval

AGENDA TITLE: Ordinance No. 3241-2025: An Ordinance Amending City of Ottumwa, Iowa Code of Ordinances Chapter 12 - Elections to Adopt the Nomination by Petition Manner of Elections Provided for by Iowa Code Chapter 45 for the City of Ottumwa's City Elections, in Accordance with Iowa Code Chapter 376, and Thus Cease Holding City Primary Elections.

Public hearing required if this box is checked.

RECOMMENDATION: Pass the First Consideration of Ordinance No. 3241-2025.

DISCUSSION: Iowa Code Section 376.6(1) requires that a primary election be held for city offices where the number of individuals for whom valid petitions have been filed is more than twice the number of positions to be filled, unless a city chooses by ordinance to hold runoff elections, pursuant to Iowa Code section 376.9, in lieu of primary elections, or a city chooses by ordinance to have candidate nominations made in the manner provided in either Iowa Code chapter 44 or Iowa Code chapter 45.

Pursuant to Iowa Code section 376.6(1), where a city chooses by ordinance to have candidate nominations made in the manner provided in

Source of Funds:

Budgeted Item: Budget Amendment Needed: No

either Iowa Code chapter 44 or Iowa Code chapter 45, neither a primary election nor a runoff election is required.

The City of Ottumwa, Iowa desires that candidate nominations for elective city offices be made in the manner provided in Iowa Code chapter 45, and that the City not be required to hold either primary elections or runoff elections, in accordance with Iowa Code chapter 376.

Historically, the City of Ottumwa has included the use of primaries in the nomination process when the total number of eligible candidates was greater than two times the number of eligible seats. Chapters 44 and 45 of the Iowa Code provide options for the nomination process which does not include primary nor runoff elections should a City choose to adopt either. Council discussed eliminating primary provisions and requested to see an Ordinance adopting Nomination by Petition as identified in Iowa Code Chapter 45, where neither a primary election nor a runoff election would be required. This is the first consideration of Ordinance No. 3241-2025. Section 376.8(3) provides that where Chapter 45 has been adopted, the candidates who simply receive the greatest number of votes for each office on the ballot are elected, to the extent necessary to fill the positions open.

This past year, 2024, the City held a primary August 13 (est. cost \$7,600), a Special (LOST-public measure) September 10 election (est. cost \$4,000), and a General November 5 election. Voter turnout was low for both the primary and special elections.

The City will have three council seats and one mayor seat coming up for election this year.

ORDINANCE NO. 3241-2025

AN ORDINANCE AMENDING CITY OF OTTUMWA, IOWA CODE OF ORDINANCES CHAPTER 12 – ELECTIONS TO ADOPT THE NOMINATION BY PETITION MANNER OF ELECTIONS PROVIDED FOR BY IOWA CODE CHAPTER 45 FOR THE CITY OF OTTUMWA’S CITY ELECTIONS, IN ACCORDANCE WITH IOWA CODE CHAPTER 376, AND THUS CEASE HOLDING CITY PRIMARY ELECTIONS

WHEREAS, Iowa Code chapter 376 provides for the procedures and requirements for conducting city elections; and

WHEREAS, Iowa Code section 376.6(1) requires that a primary election be held for city offices where the number of individuals for whom valid petitions have been filed is more than twice the number of positions to be filled, unless a city chooses by ordinance to hold runoff elections, pursuant to Iowa Code section 376.9, in lieu of primary elections, or a city chooses by ordinance to have candidate nominations made in the manner provided in either Iowa Code chapter 44 or Iowa Code chapter 45; and

WHEREAS, pursuant to Iowa Code section 376.6(1), where a city chooses by ordinance to have candidate nominations made in the manner provided in either Iowa Code chapter 44 or Iowa Code chapter 45, neither a primary election nor a runoff election is required; and

WHEREAS, pursuant to Iowa Code section 376.8(3), where a city has chosen to have nominations made in the manner provided in either Iowa Code chapter 44 or Iowa Code chapter 45, the candidates who receive the greatest number of votes for each office on the ballot will be elected, to the extent necessary to fill the positions open; and

WHEREAS, Iowa Code chapter 45, in part, provides for nominations of candidates for elective offices in cities by petition signed by an applicable number of eligible electors who are residents of the city; and

WHEREAS, the City of Ottumwa, Iowa (“City”) desires that candidate nominations for elective city offices be made in the manner provided in Iowa Code chapter 45, and that the City not be required to hold either primary elections or runoff elections, in accordance with Iowa Code chapter 376.

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

SECTION ONE. Chapter 12 is hereby amended by repealing and replacing Sections 12-1–12-18 – Reserved, as follows:

Sec. 12-1. Nominations for Candidates for City Office.

Nominations for candidates for elective city office shall be made in the manner provided in Iowa Code chapter 45 as such chapter now exists or may be amended in the future.

[State Law Reference: Iowa Code §§ 45.1(9) et seq. (2025)]

Sec. 12-2. No Primary or Runoff Elections.

Having adopted the manner of nominations of candidates for elective city offices provided in Iowa Code chapter 45, the City shall not be required to hold either primary elections or runoff elections in preparation for or as a result of its regular city elections. The candidates receiving the greatest number of votes for each office on the ballot in the regular city election shall be elected, to the extent necessary to fill the positions open for said office.

[State Law Reference: Iowa Code §§ 376.6(1)(b), 376.8(3) (2025)]

Sec. 12-3-12-18. Reserved.

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, 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 City of Ottumwa, Iowa Code of Ordinance (Municipal Code) of the City of Ottumwa, Iowa.

PASSED on its first consideration the 18 day of February 2025.

PASSED on its second consideration the _____ day of _____, 2025.

Requirement of consideration and vote at two (2) prior Council meetings suspended the _____ day of _____, 2025.

APPROVED this _____ day of _____, 2025.

CITY OF OTTUMWA, IOWA

By: _____
Richard W. Johnson, Mayor

_____ No action taken by Mayor.

_____ Vetoed this _____ day of _____, 2025.

Richard W. Johnson, Mayor

_____ Repassed and adopted over the veto this _____ day of _____, 2025.

_____ Veto affirmed this _____ day of _____, 2025 by failure of vote taken to repass.

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

ATTEST:

Chris Reinhard, City Clerk

received
1-30-25 12

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 18, 2025

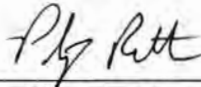
Philip Rath

Prepared By

Administration

Department

Department Head



City Administrator Approval

AGENDA TITLE: Authorization for Creation of a Gateway (Entrance) Sign at the Intersection of Roemer Avenue and S. Walnut Avenue

Public hearing required if this box is checked.

RECOMMENDATION: Authorize city staff to work with partnering entities to design and construct a gateway sign on the site

DISCUSSION: During a recent meeting to discuss wayfinding signage in the City, it was identified that every entrance into the city had a sign except the route coming in from Roemer Avenue. A suggestion was made to utilize city owned property for the project. A sample sign is included for review and to get an idea of the concept.

Source of Funds:

Budgeted Item: Budget Amendment Needed:



Overview



Legend

- Easements
- Lots
- Parcels
- <blank>
- Subdivisions
- City Limits
- Lot Symbols
- Misc Symbols
- Parcel Symbols
- Road Symbols
- Right-of-Way Line
- Roads
- Sections
- Section Center
- Quarter Lines
- Quarter Quarter Lines

Date created: 1/30/2025
 Last Data Uploaded: 1/30/2025 6:05:19 AM

Developed by **SCHNEIDER**
 GEOSPATIAL



Agency

Home Of
Chief Wapella



received
2-11-25 430

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 18, 2025

Police
Department

Lt. Mickey Hucks

Prepared By



Department Head


City Administrator Approval

AGENDA TITLE: Consideration of a State and Community Highway Safety Grant FY2026 application to the Governor's Traffic Safety Bureau.

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

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

RECOMMENDATION: Approve the grant submission and authorize the Mayor and Chief of Police to sign the application and contract upon receipt.

DISCUSSION: The Police Department has partnered with the Governor's Traffic Safety Bureau since 1988 to enhance our traffic safety efforts. Previous grants have been used to purchase traffic safety related equipment and to pay overtime wages for special traffic enforcement activities. This partnership has helped us to combat both personal injury and alcohol related crashes.

We have been invited to submit an application for a one year grant FY26. This proposal requests \$30,000.00 in grant funding to be used for enforcement overtime wages and an additional \$10,500.00 for equipment (1-Lidar and 2 moving radar units). The grant will pay 100% of the overtime wages and \$2500/lidar and \$4000/each moving radar.

Source of Funds:

Budgeted Item:

Budget Amendment Needed:

DUNS: 10-670-8212
###-###-####

Tax Id:

Unique Entity Identifier (UEI):

Organization Website: <http://www.cityofottumwa.org>

Address*: 330 West Second Street

Ottumwa Iowa 52501
City State/Province Postal Code/Zip

Phone*: (641) 683-0636 Ext.
###-###-####

Fax: (641) 683-0656
###-###-####

Contact Information

Subrecipient Information

Subrecipient Information

Example: Anytown Police Department

Subrecipient Name (Agency or Company)*: Ottumwa Police Department

Physical Address*: 330 W. Second St.

City*: Ottumwa Iowa 52501 2505

Is the mailing address the same as the physical address?* Yes

County*: Wapello County

Phone Number*: 641-683-0661

Subrecipient Authorizing Official

The person listed below is the individual with authority to sign the project agreement and supporting documents.

Subrecipient Authorizing Official*: Chad Farrington
First Name Last Name

Title*: Chief
Example: Director, Chief, Sheriff, Ms. Mr.

E-mail Address*: farringtonc@ottumwa.us

Authorizing Official Phone Number*: 641-683-0629 Ext.

Key Personnel Information

The subrecipient hereby assigns the duties and responsibilities of the project administration to the persons listed below. Key Personnel will be listed in the agreement and given access to Iowa Grants.

Key Personnel Name*: Mickey Hucks
First Name Last Name

Key Personnel Title*: Lieutenant
Example: Officer, Deputy, Clerk, Ms. Mr.

Key Personnel E-mail Address*: hucksm@ottumwa.us

Key Personnel Phone Number*: 641-683-0633 Ext

Additional Key Personnel Information

Does the applicant wish to include additional Key Personnel?

Key Personnel Name	Key Personnel Last Name	Key Personnel Title	Key Personnel E-mail Address	Key Personnel Phone Number	Key Personnel Extension
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No Data for Table

Payment Information

Are you a new agency?: No
Visit EFT Form to sign up for Electronic Funds Transfer.

Mail or fax the completed form to:
Department Admin Services - State Accounting Enterprise
Attn: EFT Coordinator
Hoover State Office Building - 3rd Floor
Des Moines, IA 50319
Fax Number: (515) 281-5255
Phone Number: (515) 281-0246

The person listed below is the individual who will handle financial issues.

Financial Contact Name*: Cole O'Donnell
First Name Last Name

Financial Person Title*: Finance Director
Example: Auditor, Clerk, etc.

Finance Phone Number*: 641-683-0622 Ext.

Finance E-mail*: odonnellc@ottumwa.us

State Agency Accounting String

Grantee/1st Party

FUND-DEPT-UNIT-SUB UNIT-
REV-PRGM:

Grantor/2nd Party

Agency Data and Information

EIN/Tax Identification Number

EIN/Tax Identification Number*: 42-6005094

Unique Entity ID

To view the UEI, log into SAM.gov, use the search function to find the entity, and enter the UEI into the application. Click here for an example.

Unique Entity ID*: EBZ4BALLJJV6

Federal Audit Response

Is a single audit required?*: Yes

End Date of Fiscal Year: 06/30/2025

Officer Data

Full Time Officers*: 40 \$56.85
FT Officers Employed Avg. OT Rate of Pay

Part Time Officers: 0 \$0.00
PT Officers Employed Avg. OT Rate of Pay

Equipment

Patrol Vehicles*: 14
Include both marked and unmarked vehicles.

Lidars*: 0

Radars*: 8

Preliminary Breath Test
Devices*: 15

Speed Trailers*: 1

Speed Signs*: 0

Impaired Driving Goggles*: 1

Project Description

Impaired Driving

Problem identification in your jurisdiction should be supported by statistical data from a reputable source. Please provide source of data, ICAT, Tracs, etc.

Source of Data*: ICAT, Ottumwa PD stats

Problem identification indicates what the overall issue is to be addressed for impaired driving.

The problem identification should clearly present:

Who? - Older adults, youth, etc.

When? - Day, night, weekends, holidays, etc.

Where? - School districts, on rural roads, in crosswalks, etc.

Why? - Why do these things occur, during these hours, etc.?

Describe the impaired driving issues in your jurisdiction; include geographical traffic issues, traffic flow on roadways, populations, statistics regarding impaired driving in the area.

Problem Identification

IMPAIRED DRIVING*:

Impaired driving in Ottumwa during 2024 decreased from previous years. The department had 525 impaired person contacts with a result of 33 drug/alcohol related crashes and 1 fatality out of 3 total related to impairment. Of the 525 contacts the department made 216 OWI-alcohol/drug arrests. The locations throughout the city varied similarly did the age range of offenders. Crash data indicates all days of the week totaled 50 accidents reported between the hours of 8PM to 4AM. These hours are typically driven by persons potentially under the influence of alcohol/drugs. We believe with continued focus on directed enforcement throughout the city is essential to reduce crash numbers and impaired driving.

Goals are multiple broad statements of intent that provide planning, focus and vision addressing the problem. i.e.

What is your goal to reduce the problem?

Examples: Reduce impaired driving related crashes in our jurisdiction by 5% from the previous year during the project agreement year. (89% to 85%)

Increase patrol presence in the entertainment district by 10% each month from the previous year. (32 hours to 35 hours)

Goals IMPAIRED DRIVING*:

The goal for the department is to reduce the impaired driving related crashes by 10% from 33 to 30. The department will increase directed overtime during evening hours where alcohol is served by increasing directed patrol activities. The department will increase OWI arrests by 3% from 216 to 223. The department K9 teams are active and on separate shifts so that the department has good coverage when they are working. The K9 teams have participated in numerous traffic stops and searches that resulted in narcotics seized. The department will utilize the K9 teams during joint operations during the project year. The department will participate with the Ottumwa School District to conduct parking lot searches to assist with the reduction of illegal narcotics usage and driving while impaired by younger drivers. The department will provide public service announcements for Impaired driving throughout the year. The information will focus on preventing and lowering impaired driving by the public.

Objectives indicate how the goal(s) will be accomplished. Objectives are SMART (Specific, Measurable, Achievable, Relevant and Time Sensitive).

Examples: Increase impaired driving arrests by 2% from 4,966 (2014-2018 rolling average) to 5,065, based on past trends, by the end of the project agreement year.

Provide 17 educational programs related to impaired driving to the community during the project agreement year; 10 of which will be geared towards young drivers.

Conduct 8 hours of high visibility OWI enforcement each month.

Objectives IMPAIRED DRIVING*:

The department will conduct both high-visibility traffic enforcement, covert enforcement in and around traffic areas in the city during the evening hours when impaired/aggressive driving occurs. The department will conduct at least

2 joint projects with sister departments focusing on impairment.

Occupant Protection

Problem identification in your jurisdiction should be supported by statistical data from a reputable source. Please provide source of data, ICAT, Tracs, etc.

Source of Data*: ICAT, Ottumwa PD stats

Problem identification indicates what the overall issue is to be addressed for occupant protection.

The problem identification should clearly present:

Who? - Older adults, youth, etc.

When? - Day, night, weekends, holidays, etc.

Where? - School districts, on rural roads, in crosswalks, etc.

Why? - Why do these things occur, during these hours, etc.?

Describe the occupant protection issues in your jurisdiction; include geographical traffic issues, traffic flow on roadways, populations, statistics regarding occupant protection in the area.

Problem Identification

OCCUPANT PROTECTION*:

Occupant protection enforcement is important in our community to lower accident related injury. The department responded to 394 total crashes in 2024. The vast majority of accidents were property damage at 303, minor/unknown injury serious injury crash 89 and contributed to 1 fatality accident. In 2024, occupant protection was 89% during the compliance checks.

Goals are multiple broad statements of intent that provide planning, focus and vision addressing the problem. i.e.

What is your goal to reduce the problem?

Examples: To increase the observed seat belt use of front seat occupants 4.1% from the 20XX calendar year usage rate by the end of the project agreement year. (79.7% to 83.8%)

Achieve a 96% occupant protection compliance rate in the community.

Goals OCCUPANT

PROTECTION*:

The goal of the department is to continue trending above the average for occupant protection compliance rate during observed seat belt surveys above 94% for 2025. The department will increase occupant protection by increasing contacts from 68 in 2024 to 100 in 2025. The department will utilize public media releases prior to high volume holidays during the year to increase compliance.

Objectives indicate how the goal(s) will be accomplished. Objectives are SMART (Specific, Measurable, Achievable, Relevant and Time Sensitive).

Examples: Achieve 480 contacts for occupant protection during the project agreement year.

Educate 2,000 new student drivers on the importance of wearing a seat belt during the project agreement year.

Agency Certified Child Passenger Safety Technicians participate in 1 fit station event and distribute 10 car safety seats each month during the project agreement year.

Objectives OCCUPANT

PROTECTION*:

The department will conduct directed projects towards occupant protection both during the day and evening. The department will provide educational information to new drivers at the High School via the School Resource

Officers. The department will conduct 2 occupant protection surveys throughout the year to measure compliance

Speed

Problem identification in your jurisdiction should be supported by statistical data from a reputable source. Please provide source of data, ICAT, Tracs, etc.

Source of Data*: ICAT, Ottumwa PD stats

Problem identification indicates what the overall issue is to be addressed for speeding.

The problem statement should clearly present:

Who? - Older adults, youth, etc.

When? - Day, night, weekends, holidays, etc.

Where? - School districts, on rural roads, in crosswalks, etc.

Why? - Why do these things occur, during these hours, etc.?

Describe the speeding issues in your jurisdiction; include geographical traffic issues, traffic flow on roadways, populations, statistics regarding speeding in the area.

Problem Identification SPEED*:

Safety of the motoring public in and around the Ottumwa area is one of the department's primary missions. The department is committed to reduce high speed accidents. The department in 2024 had 181 speed related contacts. Speed was a factor in 2 out of 3 total fatalities in Ottumwa. Speed continues to be a factor in accidents and affects reaction time for the motoring public. Speed has played a major impact on accidents as the faster vehicles travel the slower the decision and reaction time can be to avoid accidents. The department will lower accidents by conducting speed enforcement in Ottumwa.

Goals are multiple broad statements of intent that provide planning, focus and vision addressing the problem. i.e.

What is your goal to reduce the problem?

Examples: Reduce speed-related fatal and personal injury crashes by 22.5% from 284 (2014-2018 rolling average) to 220, by the end of the project agreement year.

Reduce crashes resulting from speed by 3% from the previous year. (1,000 from 1,030)

Goals SPEED*:

The department goal is to increase speed contacts by 10% from 181 to 199. The department will reduce vehicle collisions resulting from speed related causes from 96 total crashes where speed is a factor to 86.

Objectives indicate how the goal(s) will be accomplished. Objectives are SMART (Specific, Measurable, Achievable, Relevant and Time Sensitive).

Examples: Conduct 10 pedestrian contacts monthly for vehicles failing to yield to pedestrians while working a speed project in the same area.

Initiate 250 contacts for speeding violations before and after school hours on the rural roadways near the community high school during the project agreement year.

Achieve 500 speed contacts during the project agreement year.

Objectives SPEED*:

The department will conduct high-visibility traffic enforcement and at least 2 projects where speed enforcement is conducted. The department will provide information to the media to educate the public on traffic safety measures including enforcement projects during holidays. The department will conduct at least 500 hours of enforcement.

The department will partner with adjacent departments to conduct speed enforcement during directed projects. The department will increase speed contacts from 121 to 133 during the year. The department is requesting the purchase of a lidar and 2 moving radars to be used for enforcement. The department will utilize the equipment to enhance the ability of officers to recognize aggressive drivers and potential impairment.

Additional Traffic Safety Issue

Does the agency have an additional traffic safety issue to be addressed? This may include pedestrian, bicycles, teen drivers, older drivers, etc.*: No

LE Budget

Personnel Services

Funding Type	Amount	Total Amount Requested
Overtime for General Enforcement	\$15,000.00	\$15,000.00
Overtime for Impaired Driving Enforcement	\$15,000.00	\$15,000.00
	\$30,000.00	\$30,000.00

Equipment

Quantity of Item requested	Item Requested	Maximum GTSB Reimbursement Amount per Item	Total Amount Other Item - Requested Please Specify.
1	Lidar	\$2,500.00	\$2,500.00
2	Moving Radar	\$4,000.00	\$8,000.00
			\$10,500.00

Comments

Comments

Limited to 2000 characters or approximately 1/2 typed page:

The department is committed to enhanced traffic enforcement to reduce impaired driving, aggressive driving and promote the use of seatbelts. Partnering with the GTSB allows the department to provide dedicated directed enforcement in the City of Ottumwa. The department will be able to provide additional radar units to detect speed violations through requested funding from GTSB. In addition, the department will be able to target a specific vehicle in a group of vehicles that is driving aggressively via a requested lidar unit. The department is dedicated to providing the safest streets possible through high visibility enforcement. The continued partnership with GTSB will enhance the department's ability to reduce injury accidents and fatalities in Ottumwa.

Minority Impact Statement (2020)

Minority Impact Statement

Does the proposed grant program or policy have a disproportionate or unique positive impact on minority persons? *:

No

Could the proposed grant program or policy have a disproportionate or unique negative impact on minority persons? *:

No

I hereby certify the information above is complete and accurate to the best of my knowledge.*:

Yes

Lieutenant Mickey Hucks
Title First Name Last Name

received
2-11-25 830

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: February 18, 2025

Engineering
Department

Phillip Burgmeier
Prepared By
Phillip Burgmeier

Department Head

P. J. Witt

City Administrator Approval

AGENDA TITLE: Resolution #23-2025. Accept the work as final and complete and approving the Final Pay Request for the Street Patch Repair Program – 2024.

 ****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 and adopt Resolution #23-2025.

DISCUSSION: This project was a unit price contract for PCC panel and curb replacement on selected streets. Work consisted of full depth saw cutting, pavement removal and placement of PCC patches. Targeted areas addressed panel failures and faulting /settlement issues.

Change Order #1 increases the contract sum by \$8,527.16.

Original Contract Amount	\$102,475.00
Change Order #1	\$ 8,527.16
New Contract Amount	\$111,002.16
Less Previous Payments	\$ 95,158.52
Final Amount Due	\$ 15,843.64

TK Concrete, Inc. of Pella, Iowa has completed the work according to the Plans and Specifications and this will release all retainage and authorize final payment.

Total budget for contracted street maintenance - \$750,000.00

RESOLUTION #23-2025

A RESOLUTION ACCEPTING THE WORK
AS FINAL AND COMPLETE AND APPROVING THE FINAL PAY REQUEST
FOR THE 2024 STREET PATCH REPAIR PROGRAM

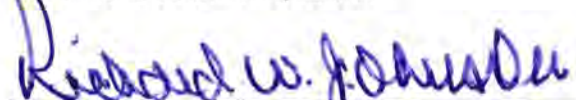
WHEREAS, The City Council of the City of Ottumwa, Iowa entered into a contract with TK Concrete, Inc. of Pella, Iowa on October 1, 2024 for the above referenced project; and,

WHEREAS, Change Order #1 increased the contract amount by \$8,527.16. The total new contract sum is \$111,002.16. The project is now completed in accordance with the plans and specifications

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA THAT: The above mentioned change order for this project is hereby approved. The 2024 Street Patch Repair Program is hereby accepted as complete and authorization to make final payment to TK Concrete, Inc. of Pella, Iowa in the amount of \$15,843.64 is hereby approved.

APPROVED, PASSED, AND ADOPTED, this 18th day of February, 2025.

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

ATTEST:



Christina Reinhard, City Clerk

**SECTION 630
PAY ESTIMATE**

CITY OF OTTUMWA

APPLICATION FOR PAYMENT

TO OWNER: City of Ottumwa

PROJECT: Street Patch Repair Program 2024

PAY REQUEST NO. 2
Final

FROM CONTRACTOR: TK Concrete

PAY PERIOD: 6-Feb-25

CONTRACTOR'S APPLICATION FOR PAYMENT

Application for payment is made as follows:

1. Original Contract Sum	<u>\$102,475.00</u>
2. Net change by Change Orders	<u>\$8,527.16</u>
3. Contract Sum to Date (Line 1± Line 2)	<u>\$111,002.16</u>
4. Total Completed and Stored to Date	<u>\$111,002.16</u>
5. Retainage: <u>0</u> % of Completed work	<u>\$0.00</u>
6. Total Earned Less Retainage Amount	<u>\$111,002.16</u>
7. Less Previous Payments	<u>\$95,158.52</u>
8. Current Payment Due	<u>\$15,843.64</u>

The undersigned Contractor certifies that to the best of their knowledge, the Work covered by this Application has been completed in accordance with the Contract Documents, that the Contractor has paid for all Work which previous Applications for Payment were issued and payments received from the Owner, and that current payment (Line 8) is now due.

CONTRACTOR: TK Concrete Inc

DATE: 2-6-25

BY: [Signature]

TITLE: Accountant

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the contract documents, based on on-site observations and the information contained in this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge the Work has progressed as indicated, the quality of the Work is in accordance with the contract Documents, and the Contract entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$15,843.64

DATE: 2-6-2025

[Signature]
ENGINEERING SUPERVISOR/DIRECTOR OF PUBLIC WORKS

**Section 640
CHANGE ORDER**

Project: Street Patch Repair Program 2024

To Contractor: TK Concrete

Change Order Number: 1

The Contract is changed as follows:

Adjustment of Quantities-See Tab Sheet

	6-Feb-25
	<u>\$8,527.16</u>
	<u>\$0.00</u>
	<u>\$0.00</u>
	<u>\$0.00</u>
	<u>\$0.00</u>
	<u>\$0.00</u>
	<u>\$0.00</u>
Total:	<u>\$8,527.16</u>

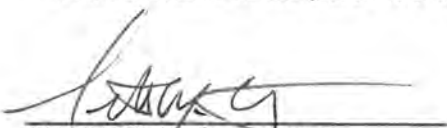
Base bid amount \$102,475.00

NEW PROJECT TOTAL \$111,002.16

NOT VALID UNTIL SIGNED BY THE OWNER AND CONTRACTOR

The Original Contract Sum was	<u>\$102,475.00</u>
Net change by previously authorized Change Orders	<u>\$0.00</u>
The Contract Sum prior to this change order	<u>\$102,475.00</u>
The Contract Sum will be <u>increased</u> by this change order in the amount of	<u>\$8,527.16</u>
The new Contract Sum including this change order	<u>\$111,002.16</u>
The Contract Time will be <u>unchanged</u> by	<u>0</u> days

The date of Substantial Completion as of the date of this Change Order is in accordance with contract documents.


 ENGINEER/SUPERVISOR
 DIRECTOR OF PUBLIC WORKS

2-6-2025
 DATE

TK Concrete
 CONTRACTOR

2-6-25
 DATE


 BY

Accountant
 TITLE

received
2-11-25 83

Item No. I.-2.

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: February 18, 2025

Engineering Department
Department

Phillip Burgmeier
Prepared By
Phillip Burgmeier
Department Head

P. J. R...
City Administrator Approval

AGENDA TITLE: Resolution #24-2025. Accepting the work as final and complete and approving the Final Pay Request for the 2024 Asphalt Street Repair Program.

 Public hearing required if this box is checked

RECOMMENDATION: Pass and adopt Resolution #24-2025.

DISCUSSION: This project is for our annual asphalt street repair program, which started in 2003, and is used to set unit price cost. The work consisted of overlays on various streets in the city.

Change Order #1 decreases the contract sum by (\$968,365.95) for the reduction of quantity adjustments.

Norris Asphalt Paving of Ottumwa, Iowa has completed the above referenced work according to the plans and specifications. This will authorize approval of Change Order #1 with final payment releasing all retainage.

Original Contract Amount	\$ 1,534,812.50
Change Order #1	\$ (968,365.95)
New Contract Amount	\$ 566,446.55
Less Previous Payments	\$ 538,124.22
Final Amount Due	\$ 28,322.33

Funding Source:

- \$ 721,083.23 FY 2015/2016
- \$ 790,514.51 FY 2016/2017
- \$ 744,032.05 FY 2017/2018
- \$ 610,181.86 FY 2018/2019
- \$ 381,577.34 FY 2019/2020
- \$ 347,303.13 FY 2020/2021
- No program FY 2021/2022
- \$ 756,074.15 FY 2022/2023
- \$ 364,128.62 FY 2023/2024
- \$ 750,000.00 FY 2024/2025 (Total Budget for Street Maintenance Contractual Services)

Source of Funds: 110 Road Use

Budgeted Item: Yes

Budget Amendment Needed: No

RESOLUTION #24-2025

A RESOLUTION ACCEPTING THE WORK
AS FINAL AND COMPLETE AND APPROVING THE FINAL PAY REQUEST
FOR THE 2024 ASPHALT STREET REPAIR PROGRAM.

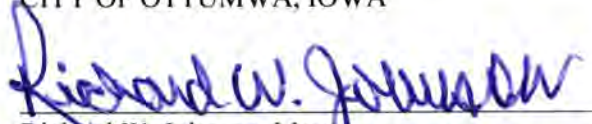
WHEREAS, The City Council of the City of Ottumwa, awarded a contract on March 19, 2024 to Norris Asphalt Paving of Ottumwa, Iowa for the above referenced project; and

WHEREAS, Change Order #1 decreases the contract amount by \$968,365.95. The total new contract sum is \$566,446.55. The project is now completed in accordance with the plans and specifications.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA THAT: The above mentioned change order for this project is hereby approved. The 2024 Asphalt Street Repair Program is hereby accepted as complete and authorization to make final payment to Norris Asphalt Paving of Ottumwa, Iowa in the amount of \$28,322.33 is hereby approved.

APPROVED, PASSED, AND ADOPTED, this 18th day of February, 2025.

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

ATTEST:


Christina Reinhard, City Clerk

**SECTION 630
PAY ESTIMATE**

CITY OF OTTUMWA

APPLICATION FOR PAYMENT

TO OWNER: City of Ottumwa

PROJECT: 2024 Asphalt Program

PAY REQUEST NO. 2

Final

FROM CONTRACTOR: Norris Asphalt Paving Co.

PAY PERIOD: 6-Feb-25

CONTRACTOR'S APPLICATION FOR PAYMENT

Application for payment is made as follows:

1. Original Contract Sum	\$1,534,812.50
2. Net change by Change Orders	(\$968,365.95)
3. Contract Sum to Date (Line 1+ Line 2)	\$566,446.55
4. Total Completed and Stored to Date	\$566,446.55
5. Retainage: 0% of Completed work	\$0.00
6. Total Earned Less Retainage Amount	\$566,446.55
7. Less Previous Payments	\$538,124.22
8. Current Payment Due	\$28,322.33

The undersigned Contractor certifies that to the best of their knowledge, the Work covered by this Application has been completed in accordance with the Contract Documents, that the Contractor has paid for all Work which previous Applications for Payment were issued and payments received from the Owner, and that current payment (Line 8) is now due.

CONTRACTOR: Steven J. Leonard

DATE: 2/6/25

BY: Steven J. Leonard

TITLE: Vice President

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the contract documents, based on on-site observations and the information contained in this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge the Work has progressed as indicated, the quality of the Work is in accordance with the contract Documents, and the Contract entitled to payment of the AMOUNT CERTIFIED.

ENGINEERING SUPERVISOR: [Signature]

AMOUNT CERTIFIED: \$28,322.33

DATE: 2-6-2025

ASPHALT STREET REPAIR PROGRAM 2024- OTTUMWA, IOWA

2/6/2025

ITEM	DESCRIPTION	Range	Unit	Quantity	NORRIS ASPHALT INC.		ASBUILT		Ottumwa Cemetery		Herman		E Main		Brick Row	
					Price	Extension	Qty	Extension	Qty	Extension	Qty	Extension	Qty	Extension	Qty	Extension
1	2303-0031500-HMA-Base Course (1,000,000ESAL)	100-250	TN	100	\$ 200.00	\$ 20,000.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
2	2303-0031500-HMA-Base Course (1,000,000ESAL)	250-500	TN	250	\$ 167.00	\$ 41,750.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
3	2303-0031500-HMA-Base Course (1,000,000ESAL)	500-750	TN	500	\$ 163.25	\$ 81,625.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
4	2303-0031500-HMA-Base Course (1,000,000ESAL)	750-1000	TN	750	\$ 158.00	\$ 118,500.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
5	2303-0031500-HMA-Base Course (1,000,000ESAL)	1000-1500	TN	1000	\$ 154.00	\$ 154,000.00	855.7	\$ 131,777.80	0	\$ -	210.56	\$ 32,426.24	645.14	\$ 99,351.56	0	\$ -
6	2303-0031500-HMA-Base Course (1,000,000ESAL)	1500-2000	TN	1500	\$ 153.00	\$ 229,500.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
7	2303-0033500-HMA-Surface Course (1,000,000ESAL)	100-250	TN	100	\$ 205.00	\$ 20,500.00	219.49	\$ 44,995.45	219.49	\$ 44,995.45	0	\$ -	0	\$ -	0	\$ -
8	2303-0033500-HMA-Surface Course (1,000,000ESAL)	250-500	TN	250	\$ 172.00	\$ 43,000.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
9	2303-0033500-HMA-Surface Course (1,000,000ESAL)	500-750	TN	500	\$ 168.25	\$ 84,125.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
10	2303-0033500-HMA-Surface Course (1,000,000ESAL)	750-1000	TN	750	\$ 163.00	\$ 122,250.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
11	2303-0033500-HMA-Surface Course (1,000,000ESAL)	1000-1500	TN	1000	\$ 156.00	\$ 156,000.00	948.79	\$ 148,011.24	0	\$ -	184.68	\$ 28,810.08	679.11	\$ 105,941.16	85	\$ 13,260.00
12	2303-0033500-HMA-Surface Course (1,000,000ESAL)	1500-2000	TN	1500	\$ 155.00	\$ 232,500.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
13	2599-999006-Tack Coat Emulsion	500-1500	GAL	500	\$ 5.50	\$ 2,750.00	650	\$ 3,575.00	0	\$ -	150	\$ 825.00	450	\$ 2,475.00	50	\$ 275.00
14	2121-7425020-Compacted Granular Shoulders, Type B	50-500	TN	50	\$ 50.00	\$ 2,500.00	10.93	\$ 546.50	0	\$ -	0	\$ -	10.93	\$ 546.50	0	\$ -
15	2303-3400000-Manhole Adjustment (if needed)	1	EA	1	\$ 4,000.00	\$ 4,000.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
16	2318-1001210- Full Depth Reclamation (6" Depth)	4000-10000	SY	4000	\$ 11.00	\$ 44,000.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
17	2318-1001230- Mineral Stabilizing Agent, Fly Ash, Type-C	271-541	TN	217	\$ 305.00	\$ 66,185.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
BASE BID TOTAL					\$ 1,423,185.00		\$ 328,905.99		\$ 44,995.45		\$ 62,061.32		\$ 208,314.22		\$ 13,535.00	
ALTERNATE BID ITEM																
18	2102-2710070 Excavation, Class 10, Roadway and Borrow	10-500	CY	10	\$ 45.00	\$ 450.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
19	2102-2710080 Excavation, Class 10, Unstable or Unstable	10500	CY	10	\$ 55.00	\$ 550.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
20	2113-0001100 Subgrade Stabilization Material, Polymer Grid	10-500	SY	10	\$ 10.00	\$ 100.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
21	2212-5070310-HMA Full Depth Patch	50-500	SY	50	\$ 110.00	\$ 5,500.00	176.3	\$ 19,393.00	0	\$ -	0	\$ -	176.3	\$ 19,393.00	0	\$ -
22	2212-5070310-PCC Full Depth Patch	50-500	SY	50	\$ 185.00	\$ 9,250.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
23	2214-5145150-HMA Pavement Scarification (0-4" Depth)-Header	50-500	SY	50	\$ 40.00	\$ 2,000.00	274.7	\$ 10,988.00	0	\$ -	0	\$ -	274.7	\$ 10,988.00	0	\$ -
24	2214-5145150-PCC Pavement Scarification (0-4" Depth)-Header	50-500	SY	50	\$ 55.00	\$ 2,750.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
25	2214-5145150-HMA Pavement Scarification (0-2" Depth)-Mainline	50-1000	SY	50	\$ 12.80	\$ 640.00	234.38	\$ 3,000.06	234.38	\$ 3,000.06	0	\$ -	0	\$ -	0	\$ -
26	2214-5145150-PCC Pavement Scarification (0-2" Depth)-Mainline	1001-4000	SY	1001	\$ 9.75	\$ 9,759.75	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
27	2214-5145150-HMA Pavement Scarification (0-2" Depth)-Mainline	50-1000	SY	50	\$ 21.50	\$ 1,075.00	688.2	\$ 14,796.30	0	\$ -	688.2	\$ 14,796.30	0	\$ -	0	\$ -
28	2214-5145150-HMA Pavement Scarification (0-2" Depth)-Mainline	1001-4000	SY	1001	\$ 12.75	\$ 12,762.75	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
29	2214-5145150-PCC Pavement Scarification (2.01"-4" Depth) Mainline	50-1000	SY	50	\$ 23.00	\$ 1,150.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
30	2214-5145150-HMA Pavement Scarification (2.01"-4" Depth) Mainline	1001-4000	SY	1001	\$ 18.00	\$ 18,018.00	9944.9	\$ 179,008.20	0	\$ -	2107.7	\$ 37,938.60	7131.2	\$ 128,361.60	706	\$ 12,708.00
31	2214-5145150-PCC Pavement Scarification (0-2" Depth)-Mainline	50-1000	SY	50	\$ 28.00	\$ 1,400.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
32	2214-5145150-PCC Pavement Scarification (0-2" Depth)-Mainline	1001-4000	SY	1001	\$ 22.00	\$ 22,022.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
33	2214-5145150-PCC Pavement Scarification (2.01"-4" Depth) Mainline	50-1000	SY	50	\$ 16.00	\$ 800.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
34	2214-5145150-PCC Pavement Scarification (2.01"-4" Depth) Mainline	1001-4000	SY	50	\$ 112.00	\$ 5,600.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
35	2511-6745900-Removal of Sidewalk	50-1000	SY	50	\$ 132.00	\$ 6,600.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
36	2511-7526004-Sidewalk, PCC, 4 in.	50-500	SY	50	\$ 75.00	\$ 3,750.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
37	2511-7526006-Sidewalk, PCC, 8 in.	50-500	SY	20	\$ 132.00	\$ 2,640.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
38	2511-7528100-Detectable Warnings for Curb Ramps	50-500	SF	20	\$ 16.00	\$ 320.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
39	2512-1725256-Curb and Gutter, PCC 2.5'	50-500	LF	50	\$ 45.00	\$ 2,250.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
40	2213-6745500-Removal of Curb and Gutter	50-500	LF	50	\$ 16.00	\$ 800.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
41	2528-8445113-Flagger	1	EA	1	\$ 575.00	\$ 575.00	15	\$ 8,625.00	0	\$ -	0	\$ -	13	\$ 7,475.00	2	\$ 1,150.00
42	2528-8445115-Pilot Car	1	EA	1	\$ 865.00	\$ 865.00	2	\$ 1,730.00	0	\$ -	0	\$ -	2	\$ 1,730.00	0	\$ -
					\$ 111,627.50		\$ 237,540.56		\$ 3,000.06		\$ 52,734.90		\$ 167,947.60		\$ 13,858.00	
EXTRA WORK ITEMS																
43		0	0	0	\$ -	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
44		0	0	0	\$ -	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
45		0	0	0	\$ -	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
					\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	
					\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	
TOTAL					\$ 1,534,812.50		\$ 566,446.55		\$ 47,995.51		\$ 114,796.22		\$ 376,261.82		\$ 27,393.00	

Section 640
CHANGE ORDER

Project: 2024 Asphalt Program To Contractor: Norris Asphalt Paving

Change Order Number: 1 2/6/2025

The Contract is changed as follows:
Qty Adjustment See Tab Sheet

-\$968,365.95

Total: (\$968,365.95)

Base bid amount \$ 1,534,812.50

NEW PROJECT TOTAL \$566,446.55

NOT VALID UNTIL SIGNED BY THE OWNER AND CONTRACTOR

The Original Contract Sum was	<u>\$1,534,812.50</u>
Net change by previously authorized Change Orders	<u>\$0.00</u>
The Contract Sum prior to this change order	<u>\$1,534,812.50</u>
The Contract Sum will be <u>decreased</u> by this change order in the amount of	<u>(\$968,365.95)</u>
The new Contract Sum including this change order	<u>\$566,446.55</u>
The Contract Time will be <u>unchanged</u> by	<u>0</u> days

The date of Substantial Completion as of the date of this Change Order is **in accordance with contract documents.**



ENGINEER/ PUBLIC WORKS DIRECTOR
SUPERVISOR

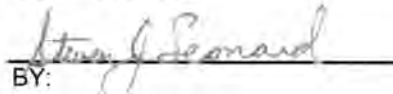
105 E. 3rd St.

ADDRESS

Ottumwa, IA 52501

Norris Asphalt Paving

CONTRACTOR



BY:

Steven J. Leonard, Vice President

TITLE:

2/6/25

DATE

received
2-11-25 1:10pm

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 18, 2025

Finance
Department

O'Donnell
Prepared By
O'Donnell
Department Head



City Administrator Approval

AGENDA TITLE: A RESOLUTION APPROVING TRANSFER OF FUNDS AS OF
DECEMBER 31, 2024

 Public hearing required if this box is checked. The Provisional Public Hearing is not required unless specifically stated in the Staff Summary. If the Provisional Public Hearing is not required, the item will not be placed on the agenda.

RECOMMENDATION: Pass and adopt Resolution No. 28-2025 - authorizing Finance Director to complete the transfers.

DISCUSSION: The resolution approves the quarterly budgeted fund transfers for December 31, 2024 as required by the State of Iowa.

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed: No

RESOLUTION NO. 28-2025

A RESOLUTION APPROVING TRANSFER OF FUNDS AS OF DECEMBER 31, 2024

WHEREAS, the City of Ottumwa budgets for transfers to occur between funds as part of the annual budget; and,

WHEREAS, City Council approval is required for the transfer of funds; and

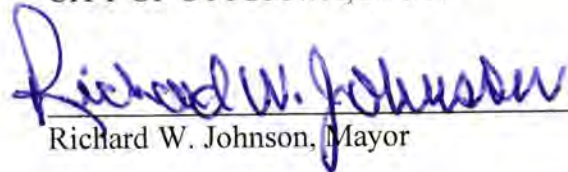
WHEREAS, the Director of Finance has requested the approval of transfers as of December 31, 2024 per the attached listing;

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

The budget transfers, as reflected in the attached report, are hereby authorized and approved.

APPROVED, PASSED, AND ADOPTED, this 18th day of February 2025.

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

ATTEST:



Christina Reinhard, City Clerk

133 Library	133-000-4830	\$ 109,013.50	001 GF	001-9-910-6910	Operational support
135 Cemetery	135-000-4830	\$ 43,573.75	001 GF	001-9-910-6910	Operational support
BVC	720-465-4830	\$ 75,340.00	001 GF	001-9-910-6910	Operational support
001 GF	001-000-4835	\$ 315,434.11	005 Franchise	005-9-910-6910	Support of Public Safety
301 StreetCon	301-000-4830	\$ 650,000.00	110 RUTF	110-9-910-6910	Street construction
001 GF	001-000-4832	\$ 1,475,334.15	112 EE Benefits	112-9-910-6910	Support cost of benefits
129 Risk Mgmt	129-000-4832	\$ 3,852.58	112 EE Benefits	112-9-910-6910	Support cost of benefits
130 411Med	130-660-4833	\$ 87,500.91	112 EE Benefits	112-9-910-6910	Support of 411 Medical
131 Airport	131-280-4832	\$ 64,201.25	112 EE Benefits	112-9-910-6910	Support cost of benefits
133 Library	133-410-4832	\$ 95,186.19	112 EE Benefits	112-9-910-6910	Support cost of benefits
135 Cemetery	135-450-4832	\$ 29,397.87	112 EE Benefits	112-9-910-6910	Support benefit costs
001 GF	001-000-4830	\$ 118,772.96	121 LOST	121-9-910-6910	Property Tax Relief
110 RUTF	110-000-4830	\$ 187,500.00	121 LOST	121-9-910-6910	Support Pavement Management Program (210-6417)
200 Debt	200-000-4830	\$ 172,992.00	121 LOST	121-9-910-6910	Debt service payment for sewer
301 StreetCon	301-000-4830	\$ 592,290.05	121 LOST	121-9-910-6910	Support of streets
315 Sewer Con	315-000-4830	\$ 385,914.73	121 LOST	121-9-910-6910	90% streets/sewers support
200 Debt	200-000-4830	\$ 92,988.00	125 Westgate	125-9-910-6910	Debt service payment
200 Debt	200-000-4830	\$ 8,175.00	126 AirportTIF	126-9-910-6910	Debt service payment
200 Debt	200-000-4830	\$ 5,915.00	128 Wildwood	128-9-910-6910	Debt service payment
174 CommDev	174-000-4830	\$ 10,000.00	151OtherBond	151-9-910-6910	Support Roof Grant Project
200 Debt	200-000-4830	\$ 37,305.00	610 Sewer	610-9-910-6910	Debt Service- Phase 8 2020
613 Sewer Imp	613-000-4830	\$ 125,000.00	610 Sewer	610-9-910-6910	Sewer construction projects
315 Sewer Con	315-000-4830	\$ 250,000.00	613 Sewer Imp	613-9-910-6910	Sewer construction projects
200 Debt	200-000-4830	\$ 10,275.00	670 Landfill	670-9-910-6910	Debt Service
Recycling	673-843-4830	\$ 112,500.00	670 Landfill	670-9-910-6910	Operational support
001 GF	001-000-4130	\$ 51,780.00	Franchise Fees	005-910-6910	Fire SCBA Purchase

TOTAL \$ 5,110,242.05

received
2/13/25 11 AM

CITY OF OTTUMWA Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 18, 2025

Fire
Department

Chief Sean Canto
Prepared By
Chief Sean Canto
Department Head



City Administrator Approval

AGENDA TITLE: A RESOLUTION APPROVING PURCHASE OF SELF CONTAINED BREATHING APPARATUS

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 and adopt Resolution No. 29-2025 - City Council approval for the purchase of five (5) MSA Self-Contained Breathing Apparatus (SCBA)

DISCUSSION:

See attached.

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed: No

A Self Contained Breathing Apparatus (SCBA) is a system that firefighters wear on their back and is an essential part of personnel protective gear. These air packs allow firefighters to breathe clean air while entering burning smoke filled structures and other hazardous atmospheres for the purpose of search and rescue along with fire extinguishment. This equipment protects firefighters' lungs from the products of combustion and other toxic gases. Additionally these SCBA will be equipped with a thermal imager, which will give our personnel an additional advantage if they should become disoriented inside a burning building.

The Fire Department utilizes personnel call-back during working structure fires. Unfortunately, the department does not have enough SCBA to equip members. This prevents members from being able to work in an Immediately Dangerous to Life and Health (IDLH) environment. With this occurring the department is unable to effectively and efficiently operate on the fireground.

RESOLUTION NO. 29-2025

A RESOLUTION APPROVING PURCHASE OF SELF CONTAINED BREATHING
APPARATUS

WHEREAS, self-contained breathing apparatus (SCBA) are essential safety equipment for fire fighters; and,

WHEREAS, the Ottumwa Fire Department does not have sufficient SCBAs for all personnel when all shifts are responding to an incident; and

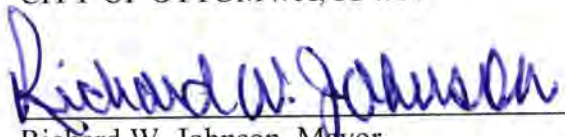
WHEREAS, purchasing of additional SCBAs will improve the ability of the Ottumwa Fire Department to fight fires safely and effectively.

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

The purchase of additional SCBAs from MacQueen in the amount of \$51,780 is hereby approved.

APPROVED, PASSED, AND ADOPTED, this 18th day of February 2025.

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

ATTEST:



Christina Reinhard, City Clerk



MACQUEEN

MacQueen
 350 Austin Circle
 Delafield, WI 53018
 (262) 646-5911
 Fax: (262) 646-5912

Ship To: OTTUMWA FIRE DEPT
 201 N WAPELLO
 DAVID C
 OTTUMWA IA 52501

Invoice To: OTTUMWA FIRE DEPT
 201 N WAPELLO
 OTTUMWA IA 52501

Attention: DAVID CRONIN

Branch 16 - DELAFIELD, WI		
Date 02/03/2025	Time 10:41:22 (O)	Page 1
Account No OTTUM004	Phone No 6416830666	Est No 03 033653
Ship Via BEST & ADD	Purchase Order SCBA	
Tax ID No		
		Salesperson 464 / 337

ESTIMATE EXPIRY DATE: 03/02/2025

PARTS ESTIMATE - NOT AN INVOICE

Part#	Description	U	Qty	Price	Amount
A-G1FS-424MA2C2LAR.2409	MSA G1 SCBA- 45		5	6856.00	34280.00
A-G1FS424MA2C2LAR					
4 4500 PSIG					
2 CGAThreaded Remote Con					
4 Serviceable Tunnel with Ch.S					
M Metal Band					
A Adjustable Swivel Lumbar Pad					
2 Solid Cover Left Shd.					
C Continuous					
2 Universal Extendaire II					
L Left Chest					
A PASS Right Shoulder					
R Rechargeable					
10175708.2501	MSA G1 H45 LP		10	675.00	6750.00
MSA G1 SCBA H45 LOWPRO CYLINDERS W/QC					
ADPT, 4500 PSIG					
10175021-SP	G1 ITIC CONTROL		5	2100.00	10500.00
MSA G1 CONTROL MODULE 4500PSI					
WITH INTEGRATED TIC					
*	INSTALL ITIC		5	50.00	250.00

**SHIPPING IS ADDITIONAL.

Subtotal: 51780.00

Tax: .00

TOTAL: 51780.00

Authorization: _____

received
2.13.25 340

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 18, 2025

Planning & Development
Department

Zach Simonson
Prepared By
Zach Simonson
Department Head



City Administrator Approval

AGENDA TITLE: Resolution No. 32-2025: A Resolution Removing Special Assessments Applied to 901 Queen Anne on Resolutions No. 199-2024 and 200-2024

****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 and adopt Resolution No. 32-2025

DISCUSSION: The City acquired the abandoned property at 901 Queen Anne in December 2024. The City will hold a public hearing on March 4 to convey the property to a new buyer for rehabilitation. This resolution removes special assessments applied for mowing and nuisance abatement in 2024 so that the new owner does not take on those additional costs. The buyer is paying \$17,200 for the property.

Source of Funds:

Budgeted Item: Budget Amendment Needed:

RESOLUTION NO. 32-2025

A RESOLUTION REMOVING SPECIAL ASSESSMENTS APPLIED TO 901 QUEEN ANNE ON RESOLUTIONS NO. 199-2024 AND 200-2024

WHEREAS, Resolution No. 199-2024 included an assessment for nuisance abatement clean-up on the property for 901 Queen Anne in the amount of \$330.00 plus \$5.00 administrative cost; and

WHEREAS, Resolution No. 200-2024 included an assessment for delinquent mowing fees on the property for 901 Queen Anne in the amount of \$966.00 plus \$5.00 administrative cost;

WHEREAS, the City of Ottumwa acquired the abandoned property at 901 Queen Anne in December 2024 and intends to convey the property to a new owner for rehabilitation without applying additional cost for special assessments;

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

That the special assessments for 901 Queen Anne in the amount of \$1,306 including administration costs and all interest be removed from Resolutions No. 199-2024 and 200-2024.

Approved, passed and adopted this 18th day of February 2025.



ATTEST:
Chris Reinhard
Chris Reinhard, City Clerk

CITY OF OTTUMWA, IOWA

BY: *Richard W. Johnson*
Richard W. Johnson, Mayor

received
2-13-25 340

Item No. I.-6.

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 18, 2025

Planning & Development
Department

Zach Simonson
Prepared By
Zach Simonson
Department Head



City Administrator Approval

AGENDA TITLE: Resolution No. 33-2025: A Resolution Approving a Service Agreement with iWorQ for Additional Data Storage for the Permitting and Code Enforcement Software Program

****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 and adopt Resolution No. 33-2025

DISCUSSION: The Building and Code Enforcement Department and City Clerks Office use iWorQ for permits, licensing and code enforcement. The program is used daily to review, bill and track permits and permit data as well as to track code enforcement cases. The software has reached its storage limit of 100GB. This resolution will double the storage limit to 200GB and increase the annual fee from \$15,000 to \$15,500.

Source of Funds:

Budgeted Item:

Budget Amendment Needed:

RESOLUTION NO. 33-2025

A RESOLUTION APPROVING A SERVICE AGREEMENT WITH IWORQ FOR
ADDITIONAL DATA STORAGE FOR THE PERMITTING AND CODE ENFORCEMENT
SOFTWARE PROGRAM

WHEREAS, City of Ottumwa uses iWorQ software for reviewing, billing and tracking permits and permit data as well as for managing code enforcement cases; and

WHEREAS, the City has reached the data limit for records maintained on iWorQ including permit documents, plan sets, letters and photos from cases; and

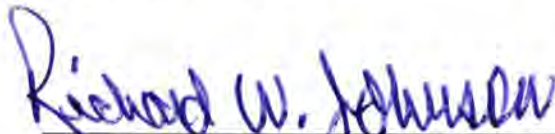
WHEREAS, the City and iWorQ have reached an agreement for a new Services Agreement to increase the data storage from 100GB to 200GB for an additional annual cost increased from \$15,000 to \$15,500;

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

The iWorQ Service Agreement be approved and executed.

Passed and adopted this 18th day of February, 2025

City of Ottumwa, Iowa


Richard W. Johnson, Mayor

ATTEST:



Chris Reinhard, City Clerk

IWORQ SERVICE(S) AGREEMENT

For iWorQ application(s) and service(s)

The City of Ottumwa IA 105 East Third Street hereafter known as ("Customer"), enters into THIS SERVICE(S) AGREEMENT ("Agreement") with iWorQ Systems Inc. ("iWorQ") with its principal place of business 1125 West 400 North, Suite 102, Logan, Utah 84321.

1. SOFTWARE AS A SERVICE (SaaS) TERMS OF ACCESS:

iWorQ grants Customer a non-exclusive, non-transferable limited access to use iWorQ service(s), application(s) on iWorQ's authorize website for the fee(s) and terms listed in Appendix A. This agreement will govern all application(s) and service(s) listed in the Appendix A.

2. CUSTOMER RESPONSIBILITY:

Customer acknowledges that they are receiving only a limited subscription to use the application(s), service(s), and related documentation, if any, and shall obtain no titles, ownership nor any rights in or to the application(s), service(s), and related documentation, all of which title and rights shall remain with iWorQ. Customer shall not permit any user to reproduce, copy, or reverse engineer any of the application(s), service(s) and related documentation.

iWorQ is not responsible for the content entered into iWorQ's database or uploaded as a document or image.

3. TRAINING AND IMPLEMENTATION:

Customer agrees to provide the time, resources, and personnel to implement iWorQ's service(s) and application(s). iWorQ will assign a senior account manager and an account management team to implement service(s) and application(s). Typical implementation will take less than 60 days. iWorQ account managers will call twice per week, provide remote training once per week, and send weekly summary emails to the customer implementation team. iWorQ can provide project management and implementation document upon request.

iWorQ will do ONE import of the Customer's data. This import consists of importing data, sent by the Customer, in an electronic relational database format.

Customer must have clear ownership of all forms, letters, inspections, checklists, and data sent to iWorQ.

4. CUSTOMER DATA:

Customer data will be stored on AWS GovCloud. iWorQ will use commercially reasonable efforts to backup, store and manage Customer data. iWorQ does backups twice per week and offsite backups twice per week.

Customer can run reports and export data from iWorQ application(s) at any time.

Customer can pay iWorQ for additional data management service(s), onsite backups, application(s) and other service(s).

Data upload and storage is provided to every Customer. This includes uploading files up to 25MB and 100GB of managed data storage on AWS GovCloud. Additional upload file sizes and managed data storage sizes can be provided based on the application(s) and service(s) listed in Appendix A.

Customer can upload and store images with personal information like driver's license, and more. This Data can be used by the customer to complete the permitting, licensing, or code enforcement processes. Customer understands that the data must be uploaded and stored in the Sensitive Data Upload section of the iWorQ software for access and security purposes.

iWorQ is not responsible: (1) For the content entered into iWorQ's database, (2) For images or documents scanned locally and uploaded by the iWorQ users, (3) For documents or images uploaded by citizens over the web, and (4) For backup data sent to the Customer by iWorQ.

5. CUSTOMER SUPPORT:

Customer support and training are FREE and available Monday-Friday, from 6:00 A.M. to 5:00 P.M. MST, for any authorized user with a login. iWorQ provides unlimited remote Customer training (through webinars), phone support, help files, and documentation. Basic support request is typically handled the same day. iWorQ provides "Service NOT Software".

6. BILLING:

iWorQ will invoice Customer on an annual basis. iWorQ will send invoice by mail and by email to the address(s) listed in Appendix A. Terms of the invoice are net 30 days from the date of the invoice. Any billing changes will require that a new Service(s) Agreement be signed by Customer.

Any additional costs imposed by the Customer including business licenses, fees, or taxes will be added to the Customer's invoice yearly. Support and services fees may increase in subsequent years but will increase no more than 5% per year.

Customer pricing is based on a 3 Year Term and reflects a discounted annual price. Changes to the Term or the Termination Policy (Section 7. Termination:), will affect the annual pricing and could double your annual cost. Customer reserves the right to pay the 3 Year Term upfront to secure discounted annual pricing.

7. TERMINATION:

Prior to the expiration of the initial 3-YEAR TERM (the "Initial Term"), either party may terminate this Agreement, by providing the other party with a Sixty (60) days' written notice prior to the effective date of the expiration. Should Customer terminate any part of the application(s) and or service(s) the remaining balance will immediately become due. Should Customer terminate any part of the application(s) and or service(s) a new Service(s) Agreement will need to be signed. Upon expiration of the Initial Term, this Agreement shall automatically renew for successive one (1) year terms unless either party provide notice of termination or non-renewal no less that sixty (60) days prior to expiration of the then-current term.

Upon termination of this Agreement, iWorQ will discontinue all application(s) and or service(s); iWorQ will provide customer with an electronic copy of all of Customer's data, if requested by the Customer (within 3-5 business days).

During the term of the Agreement, the Customer may request a copy of all of Customer's data, which shall be provided to Customer for a cost of no more than \$2500 per copy. Please note, if Customer is not in compliance with the material terms and conditions of this Agreement, iWorQ will not be required to provide Customer with the data.

8. ACCEPTABLE USE:

Customer represents and warrants that the application(s) and service(s) will only be used for lawful purposes, in a manner allowed by law, and in accordance with reasonable operating rules, and policies, terms, and procedures. iWorQ may restrict access to users upon misuse of application(s) and service(s).

9. MISCELLANEOUS PROVISIONS:

10. CUSTOMER IMPLEMENTATION INFORMATION:

Primary Implementation Contact _____ Title _____

Office Phone _____ Cell _____ Email _____

Secondary Implementation Contact _____ Title _____

Office Phone _____ Cell _____ Email _____

11. CUSTOMER BILLING INFORMATION:

Billing Contact _____ Title _____

Office Phone _____ Cell _____ Email _____

PO# _____ (if required) Tax Exempt ID # _____

12. ACCEPTANCE:

The effective date of this Agreement is listed below. Authorized representative of Customer and iWorQ have read the Agreement and agree and accept all the terms.

Signature _____

Effective Date: _____

Printed Name _____

Title _____

Office Number _____

Cell Number _____

iWorQ Service(s) Agreement

APPENDIX A

iWorQ Cost Proposal

The City of Ottumwa IA 105 East Third Street	Population- <u>25023</u>
105 East Third Street Ottumwa, IA 52501	Prepared by: Jack Radford

Annual Subscription Fees

<u>Application(s) and Service(s)</u>	<u>Package Price</u>	<u>Billing</u>
Community Development (Department) *Permit Management *Code Enforcement *Portal Home -Configurable portal for ease of applying for permits, tracking current permits online -Allows for submitting code enforcement issues online and viewing code cases -Messaging feature for easy interaction with citizens -Inspection and plan review tracking -Track permits and cases with customizable reporting -OpenStreetMap tracking abilities with quarterly updates -3 custom database web forms for Portal Home -Includes unlimited access to 15 letter templates and 3 custom letters	\$14,000.00	Annual
Payment Processing - Online Credit/debit card processing - Payments are recorded and tracked in iWorQ - iWorQ's reporting tool can track all historical transactions.	\$1,000.00	Annual
Plan Review Management - Draw & annotate on plans - Save data in layers on plans - Place watermarks and stamps on plans	\$0.00	Annual
Premium Data (Custom) - Base of 25MB upload size and a custom total of data storage detailed below under note IV.	\$500.00	Annual
Subscription Fee Total (This amount will be invoiced each year)	\$15,500.00	

One-Time Setup, GIS integration, and Data Conversion Fees

<u>Service(s)</u>	<u>Full Price Cost</u>	<u>Package Price</u>	<u>Billing</u>
-------------------	------------------------	----------------------	----------------

NOTES SERVICE(S) DESCRIPTION

- I. Invoice for the (Annual Subscription Fee Total + One-Time Total) will be sent out 2 weeks after signature and Effective Date
- II. This subscription Fee and Agreement have been provided at the Customer's request and is valid for 25 days
- III. This cost proposal cannot be disclosed or used to compete with other companies.
- IV. This agreement adds 100GB of storage for a total of 200GB.

- V. This agreement combines existing services totaling \$15,000 with proposed added services (Custom Premium Data) totaling \$500 for a combined annual total of \$15,500. Added services may be prorated.

Entire Agreement. This Agreement and the exhibits hereto reflect the entire agreement between parties regarding the subject matter hereof, and supersedes and replaces all prior agreements, negotiations or discussions, whether oral or written. This Agreement may not be amended except by a subsequent writing signed by all parties hereto.

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 18, 2025

Philip Rath

Prepared By

Administration

Department

Department Head



City Administrator Approval

AGENDA TITLE: Resolution No. 34-2025 - Resolution Approving a Change Order for the Purchase of a New Combi Oven for the Bridge View Center

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution 34-2025

DISCUSSION: This resolution will authorize the change order to add the "Auto Dose System" to the purchase of the kitchen equipment approved at the last meeting. Martin Bros provided the best quote at \$46,748.90. City Council approved the funding up to \$60,000 for this equipment in the prior capital bond. The change order will increase the price to \$49,079.54 a difference of \$2,330.64. This request will provide a more efficient system for cleaning the new equipment.

Source of Funds: Fund 313

Budgeted Item: Budget Amendment Needed: No

RESOLUTION NO. 34-2025

RESOLUTION APPROVING A CHANGE ORDER FOR THE PURCHASE OF A COMBI OVEN FOR BRIDGE VIEW CENTER

WHEREAS, the City of Ottumwa, Iowa owns the Bridge View Center; and

WHEREAS, it has been determined that the purchase of a new combi oven will improve the efficiency of food service delivery for the event center; and

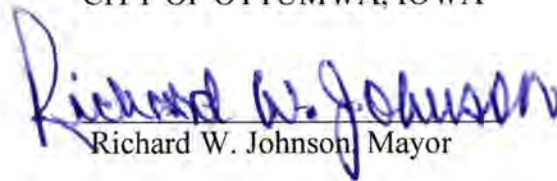
WHEREAS, quotes have been solicited with four responses returned with the lowest being from Martin Bros for \$46,748.90, which was approved by City Council at the February 4, 2025 meeting; and

WHEREAS, upon a site visit the vendor recommended the addition of an Auto Dose System, which would adjust the price by \$2,330.64 but make the care and cleaning of the equipment more efficient;

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA, that Martin Bros be awarded the sale at the revised price in the amount of \$49,079.54 for the purchase of a combi oven for the Bridge View Center.

APPROVED, PASSED AND ADOPTED, this 18th day of February, 2025.

CITY OF OTTUMWA, IOWA


Richard W. Johnson Mayor

ATTEST:



Christina Reinhard, City Clerk



Martin Bros.
DISTRIBUTING CO INC

02/13/2025

Change Order

Project: Bridge View Change order

From: Martin Bros. Distributing
Rick Moser
406 Viking Road
Cedar Falls, IA 50613-
319-266-1775
(319)231-3934 (Contact)
319-273-9761 (Fax)
rmoser@martinsnet.com

A prepayment may be required prior to placing the order. A pre-payment invoice can be created upon request. If you have any questions regarding payment, please reach out to our credit department to discuss further. Deb Kroeze (319) 553-0456 or Michelle Even (319) 859-9841

Equipment will be delivered by common carrier. Unloading, un-crating, inspected for damage before signing bill of lading and installation by owner. Martin Bros can not be held responsible for freight damage not duly noted on the bill of lading. Installation quote available upon request.

Item	Qty	Description	Sell	Sell Total
1	2 ea	AUTO DOSE RATIONAL AUTODOSE iCaresystem Integrated autonomous cleaning and storage system	\$950.73	\$1,901.46
			Extended Total:	\$1,901.46
2	1 ea	OVEN CLEANER RATIONAL 56.01.912 Active Green Cleaner Cartridges, iCombi Pro Table Top units with AutoDose option /6 cartridges per box (NET)	\$217.21	\$217.21
			Extended Total:	\$217.21



Item	Qty	Description	Sell	Sell Total
3	1 ea	OVEN CLEANER RATIONAL 56.01.914 Care Cartridges, iCombi Pro Table Top units with AutoDose option /6 cartridges per box (NET)	\$211.97	\$211.97
			Extended Total:	\$211.97



Subtotal	\$2,330.64
Total	\$2,330.64

Price does not include Sales Tax unless shown in total. Applicable sales tax will be charged when the invoice for the equipment is printed.

FREIGHT IS ONLY AN ESTIMATE.

Thumbnail pictures are representatives and may not show equipment as proposed.

This is a special order item. Special order items are non-returnable.

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: \$2,330.64

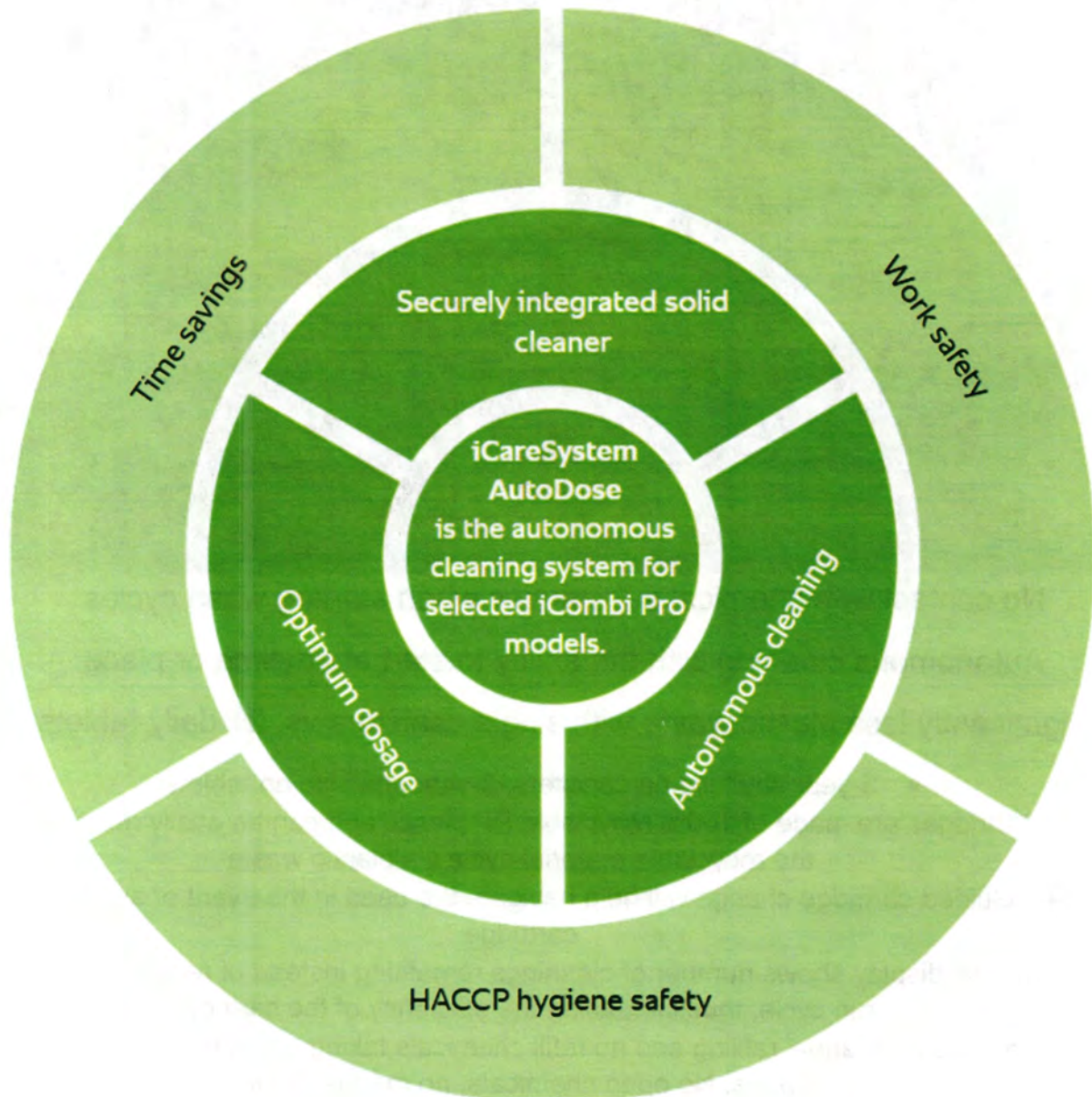
Auto Dose System



No contact with chemical substances when starting wash cycles
Autonomous cleaning with the ability to start at anytime or place
Significantly less plastic waste with single canisters vs. 2+ daily tablets

- 3-year shelf life on canisters, 2-year shelf life on tablets
- Cartridges are made of 100% recyclable PP plastic and can be easily returned to the recyclable material cycle via plastic waste
- Guided cartridge change will help navigate the used in the event of an empty cartridge
- Digital display shows number of cleanings remaining instead of required tabs to run cycle, thus increasing the efficiency of the cartridge
- No need for manual refilling and no refill chemicals taking up storage or any other space. No open chemicals, no manual filling.
- As a rule of thumb, we can say that a 6-pack of cleaning cartridges last as long as two buckets of tablets
- Since RATIONAL doesn't have to pack each tab separately with iCareSystem AutoDose has an 80% lower waste volume in total and 50% less waste in terms of weight compared to tablets
- The solid cleaners in cartridges are also phosphorous and phosphate-free.

- Unit also saves on electricity, if desired the unit can completely switch off after cleaning.



Fill once. Clean many times.



- › iCareSystem AutoDose is the stand-alone cleaning and chemical storage system for selected iCombi Pro units.
- › Four flexible slots – The cooking system automatically detects which type of chemical is inserted in which slot.
- › This gives the customer the flexibility to charge the cooking system according to their cleaning needs.
- › Cleaning works even if not all 4 slots are loaded.

- › Fully integrated chemical storage system
- › iCareSystem AutoDose requires no additional space, connections or piping
- › Same dimensions, connections and installation as the standard cooking system

Coverage. Different depending on use.

As a general rule: 1 carton of cartridges lasts as long as 2 buckets of tablets.

Example iCombi Pro 6-full size with 2 cleaners and 2 care cartridges:



Restaurant:

6x medium eco-cleans per week.

– 60 cleanings → 10 weeks (2.5 months)

Solid cleaning agent.

- › The cartridges contain solid chemicals that ensure safe replacement of the cartridges: No decanting, spilling or leakage.
- › This integrated storage system is unique on the combi-steamer market.
- › Only the quantity of chemicals required is dissolved for cleaning. This saves resources and is good for the budget and the environment.
- › Phosphate and Phosphorus free. An NaOH free variant is available for Asian countries.

Philip Rath

From: Scott Hallgren <shallgren@bridgeviewcenter.com>
Sent: Thursday, February 13, 2025 11:16 AM
To: Philip Rath; Cole O'Donnell
Cc: Adam Hunt
Subject: BVC - Combi oven - change order for Council on Tuesday, February 18
Attachments: Martin Bros_Combi Oven_2exbHE8h_quote_AMENDED_Feb 2025.pdf; Martin Bros_Combi Oven_FRfi0LJ1_quote_Jan 2025.pdf; AutoDose Info_Rational.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Phil & Cole—

Attached is an amended quote for our Rational iCombi Pro 6 Full size combi oven. The original quote is also attached. We are respectfully requesting approval on a change order in the amount of \$2,330.64 for the Rational Auto Dose system.

\$49,079.54 – amended quote from Martin Bros. dated February 6, 2025. Reference #35358.
- \$46,748.90 – original quote from Martin Bros. dated January 15, 2025. Reference #35358.

\$2,330.64 – difference between the two quotes

I have also attached additional details about the Auto Dose system for your review.

When the Rational factory representative came on-site on Monday morning, February 10 to do a site inspection to ensure everything would fit he visited with us about this feature and benefits. This person had additional information that our broker who is handling the sale did not have at the time of the initial order.

Key benefits on why this is a benefit to BVC and the City:

- Most important, this will save us money in the long run and over the entire life of the unit. The cleaning cartridges used in the Auto Dose system are more efficient and effective than cleaning the original way with buckets of tablets. 1 carton of cartridges will last as long as 2 buckets of tablets that we would need if we do not have the Auto Dose system.
- Auto Dose system fixes or solves a problem with the tablets and the traditional way of cleaning these combi ovens. The tablets leave a residue, that residue over a course of a few days plugs the drain lines, and then our kitchen labor will have to go in and do more cleaning to unplug the drain line and clean-up the residue from the tables that we would have to use without the Auto Dose system. Our Sous Chef has first-hand experience with this from a prior location, and said if we can avoid that it would be very helpful and save labor costs.
- Combi ovens must be cleaned daily to operate effectively and efficiently and perform all the features it can do – this is why Rational came out with this new Auto Dose system.
- Rational is recommending this feature at time of purchase because it cannot be added on later – not an add-on option to current models. If you want to go to the Auto Dose system you would have to buy a new unit. This is something we cannot add on a year from now or at anytime once we make the purchase.
- More eco-friendly and environmentally safe. And safer for our BVC culinary staff.

If you have any further questions, please contact me. Thank you for your help and support on this – appreciated.

sh

Scott Hallgren, CVE
Executive Director, **Bridge View Center**
C: 641-680-2684 | O: 641-226-5352
shallgren@bridgeviewcenter.com



Martin Bros.
DISTRIBUTING CO INC

02/06/2025

Quotation


Project: Bridgeview Center

From: Martin Bros. Distributing
Rick Moser
406 Viking Road
Cedar Falls, IA 50613-
319-266-1775 2802
(319)231-3934 (Contact)
319-273-9761 (Fax)
rmoser@martinsnet.com

Job Reference Number: 35358

A prepayment may be required prior to placing the order. A pre-payment invoice can be created upon request. If you have any questions regarding payment, please reach out to our credit department to discuss further. Deb Kroeze (319) 553-0456 or Michelle Even (319) 859-9841

Equipment will be delivered by common carrier. Unloading, un-crating, inspected for damage before signing bill of lading and installation by owner. Martin Bros can not be held responsible for freight damage not duly noted on the bill of lading. Installation quote available upon request.

Item	Qty	Description	Sell	Sell Total
1	1 ea	COMBI OVEN, GAS	\$38,472.24	\$38,472.24
		RATIONAL ICP 6-FULL ON 6-FULL NG 208/240V 1 PH Two (2) (CC1GRRA.0000238) iCombi Pro® 6-Full Size Combi Ovens, double stack, natural gas, (12) 18" x 26" sheet pan or (24) 12" x 20" steam pan or (12) 2/1 GN pan capacity, (6) stainless steel grids included, intelligent cooking system with (4) assistants; iDensityControl, iCookingSuite, iProductionManager, & iCareSystem, (6) operating modes, (5) cooking methods, (3) manual operating modes, 85° to 572°F temperature range, quick clean, care control, eco		

Item	Qty	Description	Sell	Sell Total
		mode, 6-point core temperature probe, retractable hand shower, Ethernet interface, Wi-Fi enabled, 106,500 BTU each, 208/240v/60Hz/1-ph, 6 ft. cord, 0.9 kW each, CE, IPX5, cCSAus, NSF, ENERGY STAR®		
1 kt		60.75.752 Combi-Duo Universal Stacking Kit, for iCombi 6-half size or 6-full size (electric or gas) on iCombi 6-full size (gas only)	\$1,271.35	\$1,271.35
1 ea		60.31.204 Stand I for Combi-Duo, mobile, 7-3/4"H, all sides open, stainless steel construction, height adjustable casters, for iCombi 6-full size on 6-full size	\$795.98	\$795.98
1 ea		87.00.732US Safety-Set, Equipment placement system for all casters-mounted equipment, allows precise, consistent equipment placement for drain lines to floor sinks and under the fire suppression in ventilation systems, satisfies NFPA codes 17A (5.6.4) and 96 (12.1.2.3), includes tow (2) pieces and installation pack. THIS ITEM IS NON_DISCOUNTABLE (NET)	\$67.41	\$67.41
1 ea		NOTE: All discounts subject to approval by manufacturer		
2 ea		ICARESYSTEM AUTODOSE iCareSystem AutoDose, Integrated autonomous cleaning and storage system for iCombi Pro tabletop units. Uses RATIONAL Active Green and Care cartridges	\$757.90	\$1,515.80
1 ea		56.01.912 Active Green Cleaner Cartridges, iCombi Pro Table Top units with AutoDose option /6 cartridges per box (NET)	\$217.21	\$217.21
1 ea		56.01.914 Care Cartridges, iCombi Pro Table Top units with AutoDose option /6 cartridges per box (NET)	\$211.97	\$211.97
1 ea		2 years parts and labor, 5 years steam generator warranty		
1 ea		CAP Chef Assistance Program, a RATIONAL certified Chef conducts 4 hours/location specialized application training with personnel, no charge		
1 ea		9999.2002 Pre-Installation Site Consultation, provides an installation consultation to ensure the site has proper space and connections for gas, electric, drain & water, one (1) Consultation is needed for every four (4) cooking systems, includes 100 miles (200 miles round trip). (see attached installation flyer for details) THIS ITEM IS NON-DISCOUNTABLE, USA ONLY (NET)	\$535.00	\$535.00
2 ea		9999.2252 RCI RATIONAL Certified Installation, new certified installation for each table-top iCombi of a combi-duo, 100 miles (200 round-trip) included. (See attached installation flyer for details) THIS ITEM IS NON-DISCOUNTABLE, USA ONLY (NET)	\$1,337.50	\$2,675.00
2 ea		8720.1560US Installation Kit, for gas iCombi/SCC/CMP 101G (120/60Hz/1ph); gas iCombi/SCC/CMP 62G (208-240/60Hz/1ph); gas iCombi/SCC/CMP 61G (120/60Hz/1ph) THIS ITEM IS NON-DISCOUNTABLE, USA ONLY (NET)	\$666.61	\$1,333.22
1 ea		1900.1158US Water Filtration Double Cartridge System, for full-size Combi-Duos or if used for more than (2) units, includes: (1) double head with pressure gauge, (2) R95-CLX filter & (1) filter installation kit (for each additional unit add (1) additional head & additional cartridge. Maximum (4) cartridges)	\$1,465.43	\$1,465.43

Item	Qty	Description	Sell	Sell Total
1 ea		9999.2271 RCI RATIONAL Certified Installation, additional installation cost for a RATIONAL Water Filter System is available when purchased with Certified Installation of RATIONAL unit THIS ITEM IS NON-DISCOUNTABLE, USA ONLY (NET)	\$187.25	\$187.25
1 ea		Note: The RATIONAL Water Filtration Systems helps provide consistent high-quality water to your RATIONAL cooking systems. The patented carbon block technology reduces the effects of sediment, chloramines, and chlorine while delivering the required flow rates.		
6 ea		6010.2101 Gastronorm Grid Shelf, 2/1 size, 25-5/8" x 20-7/8", stainless steel	\$55.28	\$331.68
Extended Total:				\$49,079.54
FREIGHT INCLUDED WITH PURCHASE OF UNITS				
			Subtotal	\$49,079.54
			Total	\$49,079.54

Price does not include Sales Tax unless shown in total. Applicable sales tax will be charged when the invoice for the equipment is printed.

FREIGHT IS ONLY AN ESTIMATE.

Thumbnail pictures are representatives and may not show equipment as proposed.

This is a special order item. Special order items are non-returnable.

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: \$49,079.54



Martin Bros.
DISTRIBUTING CO INC

01/15/2025

Quotation


Project: Bridgeview Center

From: Martin Brothers

Job Reference Number: 35358

A prepayment may be required prior to placing the order. A pre-payment invoice can be created upon request. If you have any questions regarding payment, please reach out to our credit department to discuss further. Deb Kroeze (319) 553-0456 or Michelle Even (319) 859-9841

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Item	Qty	Description	Sell	Sell Total
1	1 ea	COMBI OVEN, GAS  RATIONAL ICP 6-FULL ON 6-FULL NG 208/240V 1 PH Two (2) (CC1GRRRA.0000238) iCombi Pro® 6-Full Size Combi Ovens, double stack, natural gas, (12) 18" x 26" sheet pan or (24) 12" x 20" steam pan or (12) 2/1 GN pan capacity, (6) stainless steel grids included, intelligent cooking system with (4) assistants; iDensityControl, iCookingSuite, iProductionManager, & iCareSystem, (6) operating modes, (5) cooking methods, (3) manual operating modes, 85° to 572°F temperature range, quick clean, care control, eco mode, 6-point core temperature probe, retractable hand shower, Ethernet interface, Wi-Fi enabled, 106,500 BTU each, 208/240v/60Hz/1-ph, 6 ft. cord, 0.9 kW each, CE, IPX5, cCSAus, NSF, ENERGY STAR®	\$37,753.13	\$37,753.13
	1 kt	60.75.752 Combi-Duo Universal Stacking Kit, for iCombi 6-half size or 6-full size (electric or gas) on iCombi 6-full size (gas only)	\$1,247.59	\$1,247.59
	1 ea	60.31.204 Stand I for Combi-Duo, mobile, 7-3/4"H, all sides open, stainless steel construction, height adjustable casters, for iCombi 6-	\$781.10	\$781.10

Item	Qty	Description	Sell	Sell Total
		full size on 6-full size		
1 ea		87.00.732US Safety-Set, Equipment placement system for all casters-mounted equipment, allows precise, consistent equipment placement for drain lines to floor sinks and under the fire suppression in ventilation systems, satisfies NFPA codes 17A (5.6.4) and 96 (12.1.2.3), includes tow (2) pieces and installation pack. THIS ITEM IS NON_DISCOUNTABLE (NET)	\$66.15	\$66.15
1 ea		NOTE: All discounts subject to approval by manufacturer		
1 ea		2 years parts and labor, 5 years steam generator warranty		
1 ea		CAP Chef Assistance Program, a RATIONAL certified Chef conducts 4 hours/location specialized application training with personnel, no charge		
1 ea		9999.2002 Pre-Installation Site Consultation, provides an installation consultation to ensure the site has proper space and connections for gas, electric, drain & water, one (1) Consultation is needed for every four (4) cooking systems, includes 100 miles (200 miles round trip). (see attached installation flyer for details) THIS ITEM IS NON-DISCOUNTABLE, USA ONLY (NET)	\$525.00	\$525.00
2 ea		9999.2252 RCI RATIONAL Certified Installation, new certified installation for each table-top iCombi of a combi-duo, 100 miles (200 round-trip) included. (See attached installation flyer for details) THIS ITEM IS NON-DISCOUNTABLE, USA ONLY (NET)	\$1,312.50	\$2,625.00
2 ea		8720.1560US Installation Kit, for gas iCombi/SCC/CMP 101G (120/60Hz/1ph); gas iCombi/SCC/CMP 62G (208-240/60Hz/1ph); gas iCombi/SCC/CMP 61G (120/60Hz/1ph) THIS ITEM IS NON-DISCOUNTABLE, USA ONLY (NET)	\$654.15	\$1,308.30
1 ea		1900.1158US Water Filtration Double Cartridge System, for full-size Combi-Duos or if used for more than (2) units, includes: (1) double head with pressure gauge, (2) R95-CLX filter & (1) filter installation kit (for each additional unit add (1) additional head & additional cartridge. Maximum (4) cartridges)	\$1,438.04	\$1,438.04
1 ea		9999.2271 RCI RATIONAL Certified Installation, additional installation cost for a RATIONAL Water Filter System is available when purchased with Certified Installation of RATIONAL unit THIS ITEM IS NON-DISCOUNTABLE, USA ONLY (NET)	\$183.75	\$183.75
1 ea		Note: The RATIONAL Water Filtration Systems helps provide consistent high-quality water to your RATIONAL cooking systems. The patented carbon block technology reduces the effects of sediment, chloramines, and chlorine while delivering the required flow rates.		
2 ea		56.01.535 Active Green Cleaner Tabs, for all iCombi Pro/Classic, 150 pieces/bucket (minimum order quantity- 2 ea, unless ordered with a unit) (NET)	\$130.10	\$260.20
2 ea		56.00.562 Care Tabs, bucket of 150 packets for all iCombi Pro/Classic models and SelfCooking Center® units from 10/2008, with CareControl - Serial SG, SH or SI series (minimum order quantity: 2pcs, unless	\$117.60	\$235.20

01/15/2025

Item	Qty	Description	Sell	Sell Total
		ordered with a unit) (NET)		
6 ea		6010.2101 Gastronorm Grid Shelf, 2/1 size, 25-5/8" x 20-7/8", stainless steel	\$54.24	\$325.44
			Extended Total:	\$46,748.90
FREIGHT INCLUDED WITH PURCHASE OF UNITS				
			Subtotal	\$46,748.90
			Total	\$46,748.90

Price does not include Sales Tax unless shown in total. Applicable sales tax will be charged when the invoice for the equipment is printed.

FREIGHT IS ONLY AN ESTIMATE.

Thumbnail pictures are representatives and may not show equipment as proposed.

This is a special order item. Special order items are non-returnable.

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: \$46,748.90



CITY OF
OTTUMWA

Citizen Input Request Form

2-18-25

Council Meeting Date

Name: Peg Lazio

Address: 2301 N. Court

Item No. to Address: DE

(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:

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.



CITY OF
OTTUMWA

Citizen Input Request Form

2.18.25

Council Meeting Date

Name: Tom Dazko

Address: 8301 N. Court

Item No. to Address: Not on Agenda
(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:

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.