



TENTATIVE AGENDA
OTTUMWA CITY COUNCIL

REGULAR MEETING NO. 10
Bridge View Center, 102 Church St.

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

PLEDGE OF ALLEGIANCE

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

B. CONSENT AGENDA:

1. Minutes from Special Work Session No. 7 on February 25, 2025, Regular Meeting No. 8 on March 4, 2025, and Special Work Session No. 9 on March 11, 2025 as presented.
2. Acknowledge and approve March 18, 2025 Claims List as submitted by the Finance Department.
3. Acknowledge February 2025 financial statements as submitted by the Finance Department.
4. Civil Service Eligibility List for March 12, 2025: Equipment Operator Entrance.
5. Recommend re-appointment of Amy Gardner to the Civil Service Commission, term to expire April 5, 2029.
6. Approve Salvage Dealer's License Renewals for the following: Rosenman's Inc., 902 E. Main St.; Alter Metal recycling, 404 N. Forrest Ave.; Paulos Used Cars, 430 N. Forrest Ave.; all applications pending final inspections.
7. Resolution No. 38-2025, setting April 1, 2025 as the date for a Public Hearing on the proposed Ordinance No. 3242-2025, An Ordinance Establishing Solid Waste Fees for Noncommercial Establishments by Repealing and Replacing Section 31 ½-35 of the Municipal Code of the City of Ottumwa.
8. Resolution No. 44-2025, Setting April 1, 2025 as the date for a Public Hearing on approving plans, specifications, form of contract and estimated cost for the Apron Improvements Project at the Ottumwa Regional Airport.
9. Resolution No. 47-2025, Setting April 1, 2025 as the date for a Public Hearing on the proposal to convey certain real property located at 422 North Wapello, to Alma Perez and providing publication and notice thereof.
10. Tobacco Device Retailer Permit Application for Pink Clouds Smoke Shop (313 N. Madison Ave), with tentative effective date of January 2, 2025 through June 30, 2025.
11. Beer and/or liquor applications for: NONE.

C APPROVAL OF AGENDA

D. ADMINISTRATORS REPORT TO COUNCIL AND CITIZENS:

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

E. IDENTIFICATION OF CITIZENS DESIRING TO COMMENT ON AGENDA ITEMS:

(When called upon by the Mayor, step to the microphone; state their name, address and agenda item to be addressed. The Mayor will invite you to address the Council when that topic is being discussed. Remarks will be limited to **three minutes or less**. The City Clerk shall keep the time and notify the Mayor when the allotted time limit has been reached. Comments are to be directly germane to the agenda item being discussed; if not directly germane as determined by the Mayor will be ruled out of order.)

F. PUBLIC HEARING:

G. ORDINANCES:

1. Ordinance No. 3243-2025, Amending the Municipal Code of the City of Ottumwa, Iowa by Amending Section 31-14(a) entitled "Fees and Charges, Costs." by Repealing and Replacing Ordinance No. 3239-2025.

RECOMMENDATION: A. Pass the Second Consideration of Ordinance No. 3243-2025.
 B. Waive the Third Consideration, Pass and Adopt Ordinance No. 3243-2025.

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

1. Grant from Ottumwa RAGBRAI Committee for the Parks & Recreation Department.

RECOMMENDATION: Approve the acceptance of a \$25,000 Reimbursable Grant from the Ottumwa RAGBRAI Committee for the Parks & Recreation Department.

2. Unity Garden Project for Central Addition Park.

RECOMMENDATION: Approve the Unity Garden Project for Central Addition Park as presented by members of the Ottumwa Leadership Academy.

3. City of Ottumwa Parks and Recreation Department proposal for Tennis Lessons.

RECOMMENDATION: Approve the proposed fee of \$25 per session for tennis lessons during the months of June, July and August, 2025.

I. RESOLUTIONS:

1. Resolution No. 41-2025, approving a Loan Agreement between the City of Ottumwa, Iowa and VenuWorks, Inc.

RECOMMENDATION: Pass and adopt Resolution No. 41-2025.

2. Resolution No. 46-2025, removing a Special Assessment applied to 204 North Iowa Avenue on Resolution No. 199-2024.

RECOMMENDATION: Pass and adopt Resolution No. 46-2025.

3. Resolution No. 48-2025, approving a Professional Services Agreement between the City of Ottumwa and Garden & Associates for the Oxbow Lagoon Link Trail Project and authorizing the Mayor to sign the Agreement.

RECOMMENDATION: Pass and adopt Resolution No. 48-2025.

4. Resolution No. 49-2025, a resolution of support for American Gothic Performing Arts to begin research efforts to establish an Arts & Culture Strategic Plan.

RECOMMENDATION: Pass and adopt Resolution No. 49-2025.

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]
O T T U M W A

FAX COVER SHEET

City of Ottumwa

DATE: 3/14/2025 TIME: 9:30 AM NO. OF PAGES 4
(Including Cover Sheet)

TO: News Media CO: _____

FAX NO: _____

FROM: Christina Reinhard

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

MEMO: Tentative Agenda for the Regular City Council Meeting #10 to be held on 3/18/2025 at 5:30 P.M. at the Bridge View Center, 102 Church Street.

 FAX MULTI TX REPORT

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 DEPT. ID 4717
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MEMO: Tentative Agenda for the Regular City Council Meeting #10 to be held on
3/18/2025 at 5:30 P.M. at the Bridge View Center, 102 Church Street.

SPECIAL WORK SESSION NO. 7
Room 8B – Depot Conference Room

February 25, 2025
5:30 O’Clock P.M.

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

Present were Council Member Hoffman, McAntire, Caviness, Reid, Galloway and Mayor Johnson.
City Staff present: City Admin. Rath, Finance Dir. O’Donnell, PW Dir. Burgmeier, HR Dir. Codjoe, Dir. of Airport Operations Wheaton, Police Chief Farrington, Fire Chief Canto, Dep. Fire Chief Cronin, Comm. Dev. Dir. Simonson, IT Mgr. Wilson, Dir. of Parks & Rec Rathje, Library Dir. Ferrell, Aquatics Facility Mgr. Reyman, PIO Lawrence.

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

Finance – FY25/26 Budget Workshop

O’Donnell reported. Because of the size of the expected shortfall in the Gen. Fund, it isn’t something that can be reduced in the next few weeks, but over a few months; we may ask Council to approve numbers provided while we work through finding areas where we can reduce expenditures to better match revenues. Overall, expenditures have increased while revenues remain constant. Several funds expected to be in deficit by end of FY26; operational shortfalls. Proposing Max Tax Levy increase of \$0.186. \$20.99396/1,000 of taxable valuation. Property Tax hearing set for April 1, 2025. Once submitted, levy rates can only be decreased.

We are providing services at bare minimum levels. We may need to look at service cuts during this process.

Council does not want to increase franchise fees.

State mandates are restricting local governments in how they generate revenue. State Legislatures don’t understand their impact on cities.

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

Adjournment was at 7:30 P.M.

CITY OF OTTUMWA, IOWA

ATTEST:

Christina Reinhard
Christina Reinhard, CMC, City Clerk

Richard W. Johnson
Richard W. Johnson, Mayor

Published in the Ottumwa Courier on 3/8/2025.



OTTUMWA CITY COUNCIL MINUTES

REGULAR MEETING NO. 8
Bridge View Center, 102 Church St.

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

The meeting was called to order at 5:37 P.M.

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

Caviness moved, seconded by Hoffman to approve consent agenda: Mins. from Regular Mtg. No. 6 on Feb. 18, 2025 as presented; Ack. and approve March 4, 2025 Claims List submitted by Finance; Approve Drug Task Force Bryne –JAG Grant Submission and auth. Mayor and Chief of Police to sign; Consideration of Order Accepting Ack./Settlement Agt. between the City and Casey's Marketing Comp. d/b/a Casey's Gen. Store #1886 (504 W. Mary); Consideration of Order Accepting Ack./Settlement Agt. between the City and Hy-Vee, Inc. d/b/a Hy-Vee #1 Fast & Fresh (1027 N. Quincy); Consideration of Order Accepting Ack./Settlement Agt. between the City and MAD JUSTUS LLC, d/b/a MAD Ave Quik Shop (405 S. Madison); Consideration of Order Regarding Affirmative Defense between the City and Elliott Oil Comp. d/b/a Albia Rd. BP (1340 Albia Rd.); Consideration of Order Regarding Affirmative Defense between the City and Elliott Oil Comp. d/b/a North Court BP (1301 N. Court); Beer and/or liquor applications for: SE Iowa Sports Center, 101 Church St. Motion carried 4-1. Ayes: McAntire, Caviness, Galloway, Hoffman. Nays: Reid.

Reid moved, seconded by Galloway to approve agenda with removal of Item I-6, Res. No. 41-2025, due to VenuWorks requesting removal so an alternative can be presented. All ayes.

Dennis Willhoit, Executive Artistic Dir. American Gothic Performing Arts (AGPA), presented Proposal for Phase 1 of an Arts & Culture Strategic Plan that is recommended within Ottumwa's *2040 Comprehensive Plan*. Phase 1 would involve a week of in-depth stakeholder engagement conducted by Dr. Hinsley; followed by analysis with recommendations for further development. Phase 1 will be fully funded by private support with AGPA serving as a fiscal agent for any grants.

City Admin. Rath and Finance Dir. O'Donnell discussed current legislative items that could have lasting effects on our budgetary constraints. The State Legislature is making decisions on local revenues with no contemplation of the effects on service delivery. This is eroding local government's ability to fund services its citizens want and need; rural cities struggle to grow while growing communities struggle to keep up. Galloway added, Iowa Legislatures are choosing to defund local governments. As a Council, we have had to make hard decisions. Mayor Johnson added, extended invitation to Sen. Westrich and Rep. Wilz to meet with Council this month to discuss current legislative items. Rath added, we will hold a work session March 11 to discuss current EMS services; county supervisors are invited to help identify potential issues and concerns and work together.

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

This was the time, place and date set for a public hearing on the disposition of City owned property located at 817 Lee. Comm. Dev. Dir. Simonson reported; Rippling Waters submitted a petition to purchase 817 & 813 Lee to construct a new duplex. No objections rec'd. Galloway moved, seconded by Reid to close public hearing. All ayes.

Reid moved, seconded by Hoffman that Res. No. 20-2025, accepting offer and approving sale of City owned property at 817 Lee, to Rippling Waters for \$125, be passed and adopted. All ayes.

This was the time, place and date set for a public hearing on the disposition of City owned property located at 813 Lee. Simonson reported. No objections rec'd. McAntire moved, seconded by Galloway to close public hearing. All ayes.

Caviness moved, seconded by Hoffman that Res. No. 22-2025, accepting offer and approving sale of City owned property at 813 Lee, to Rippling Waters for \$125, be passed and adopted. All ayes.

This was the time, place and date set for a public hearing on disposition of City owned property located at 901 Queen Anne. Simonson reported five bids rec'd. No objections rec'd. McAntire moved, seconded by Hoffman to close public hearing. All ayes.

Caviness moved, seconded by Galloway that Res. No. 37-2025, accepting offer and approving sale of 901 Queen Anne to Manny Martinez for \$17,200, be passed and adopted. All ayes.

Caviness moved, seconded by Hoffman to pass second consideration of Ord. No. 3241-2025, Amending City of Ottumwa, Code of Ord. Ch. 12 – Elections to Adopt Nomination by Petition Manner of Elections Provided for by IA Code Ch. 45 for City of Ottumwa's City Elections, in Accordance with IA Code Ch. 376, and Thus Cease Holding City Primary Elections. All ayes.

Caviness moved, seconded by McAntire to waive third consideration, pass and adopt Ord. No. 3241-2025. All ayes.

Galloway moved, seconded by McAntire to pass first consideration of Ord. No. 3243-2025, Amending Municipal Code by Amending Section 31-14(a) entitled "Fees and Charges, Costs." by Repealing and Replacing Ord. No. 3239-2025. O'Donnell reported on increased sewer fees. All ayes.

Caviness moved, seconded by McAntire to waive second and third considerations, pass and adopt Ord. No. 3243-2025. Galloway stated we should have additional readings to make sure public is aware of this change to sewer fees. Motion Failed – all NAYS. Item will be placed on the next regular mtg. for second consideration.

Hoffman moved, seconded by McAntire that Res. No. 12-2025, approving updates to City Personnel Policies, be passed and adopted. All ayes.

Caviness moved, seconded by McAntire that Res. No. 35-2025, awarding contract for Asbestos Abatement and demolition of condemned property (1550 Mable) to Torres Const. (\$17,000), be passed and adopted. All ayes.

Caviness moved, seconded by McAntire that Res. No. 36-2025, awarding contract for Asbestos Abatement and demolition of condemned property (424 Waverly) to Torres Const. (\$8,250), be passed and adopted. All ayes.

Hoffman moved, seconded by Reid that Res. No. 39-2025, setting April 1, 2025 at 5:30 P.M. as date for a Public Hearing on FY26 Proposed Property Tax Levy, be passed and adopted. All ayes.

McAntire moved, seconded by Reid that Res. No. 40-2025, auth. Mayor to execute four (4) permanent Sewer Easements and two (2) Temporary Sewer Easement Agt. for Construction of Public Improvements for Blake's Branch, Ph. 8, Div. 3, Sewer Separation Project, be passed and adopted. All ayes.

Caviness moved, seconded by Reid that Res. No. 42-2025, approving Demolition and Controlled Burn Agt. between City of Ottumwa and Ottumwa Comm. School Dist, be passed and adopted. All ayes.

McAntire moved, seconded by Hoffman that Res. No. 43-2025, auth. removal of special assessments applied to 126 S. Cooper, 422 N. Wapello and a Vacant Lot on Hackberry all contained within Res. 199-2024 and 200-2024, be passed and adopted. All ayes.

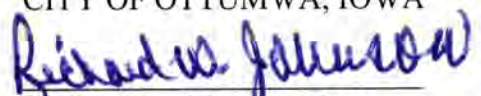
Mayor Johnson asked if anyone from the audience wished to address Council on any non-agenda items; Isaac Mills and Scott Hallgren addressed Council.

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

Adjournment was at 7:05 P.M.

ATTEST:


Christina Reinhard, CMC, City Clerk

CITY OF OTTUMWA, IOWA

Richard W. Johnson, Mayor

Published in Ottumwa Courier on 3/15/2025.



OTTUMWA CITY COUNCIL MINUTES

SPECIAL WORK SESSION NO. 9
Room 8B – Depot Conference Room

March 11, 2025
5:30 O’Clock P.M.

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

Present were Council Member Caviness, Reid, Galloway, Hoffman, McAntire and Mayor Johnson.
Wapello County Brd. of Supervisors (BOS) present: Batterson, Ziegler.

City Staff: City Admin. Rath, Finance Dir. O’Donnell, Fire Chief Canto, Interim Dep. Fire Chief Cronin,
Police Chief Farrington, HR Dir. Codjoe, PIO Lawrence.

Staff from ORHC, ORMICS, IHCC, City Fire Dept.; Wapello County EMA Richmond.

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

Mayor began conversation by providing brief history between the City and ORHC regarding ambulance services. At one point, ORHC mentioned the possibility of transition of ambulance services due to financial constraints. New CEO at ORHC since original conversation; ORHC presented four options that involve various responsibilities of the city and county by providing subsidies. BOS together with EMA working to develop an EMS Advisory Council sometime in late April (after third reading of res. by BOS). This would also allow Wapello County to put Essential Service Tax Ley to a public vote.

Rath added, according to IA Code, neither City nor County are obligated to provide EMS Services; but think all would agree our community expects and deserves this service that has been provided for years.

Council thoughts:

- Important to keep everyone in the conversation - we all want the best care for our citizens.
- Be open to partnerships.
- If ORHC plans to keep ambulance service status quo, need to develop back-up plan in case things change and the city and/or county need to provide services.
- Everyone is already short staffed, don’t add additional pressure.

Canto provided fifth option; pilot program for EMS Service Delivery Model as a two-pronged approach (Fire Dept. working tandem with ORMICS) that could provide continuity of services while collecting data to see if option is sustainable.

Ziegler voiced concerns, could the pilot be designed as a back-up to services, should ORHC decide to end provisions?

Richmond provided insight; you have to have standards and data to hold entities accountable; you can’t cut out the core of a business and expect it to still function properly; the pilot project is not a bad concept; however, it will decimate a system that isn’t currently broken; not all services are equal and the healthcare system is a delicate system; how do we utilize the people that we have; the EMS Adv. Council will work through process and design a concrete plan; we don’t want to rush through it. Make sure we are asking the right questions; deliverables and metrics are important.

Rath asked what issue are we trying to resolve? Financial? Service Delivery?

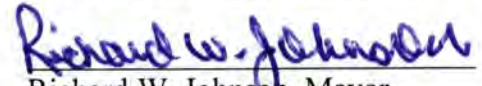
April 29, 2025 at 6:00 P.M. at Bridge View Center, BOS hosting public mtg. to discuss details of EMS

Essential Service.

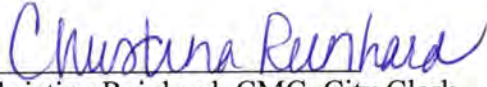
There being no further business, Caviness moved seconded by McAntire that the mtg. adjourn. All ayes.

Adjournment was at 7:09 P.M.

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

ATTEST:


Christina Reinhard, CMC, City Clerk

Published in the Ottumwa Courier on 3/22/2025.



Item No. B.-2.

CITY OF OTTUMWA		
CLAIMS LISTING 3-18-25 COUNCIL MEETING		
Vendor Name	Purpose	Amount
CLUB SENTRY SOFTWARE	TECHNOLOGY SERVICES	\$ 32.95
ARRC GARAGE DOORS LLC	OPERATING SUPPLIES	\$ 210.00
IAMU	DUES & MEMBERSHIPS	\$ 515.00
UKG KRONOS SYSTEMS LLC	CONTRACTUAL SERVICES	\$ 6,278.18
WATER ENVIRONMENT FEDERAT	DUES & MEMBERSHIPS	\$ 169.00
OTTUMWA HEALTH GROUP LLC	EMPLOYEE PHYSICALS/TESTS	\$ 184.00
IOWA ONE CALL	OTHER PROF SERV	\$ 115.20
INDUSTRIAL CHEMICAL	GROUNDS MAINT & REPAIR	\$ 33.00
HOWDEN USA COMPANY	CAPITAL IMPROVEMENTS	\$ 43,000.00
EUROFINS ENVIRONMENT	LAB SUPPLIES	\$ 554.26
VAN METER INCORPORATED	OPERATING SUPPLIES	\$ 356.45
CANTERA AGGREGATES LLC	STREET MAINT SUPPLIES	\$ 12,610.52
STANARD & ASSOC INC	OTHER PROF SERV	\$ 35.00
POWERPLAN	OPERATING SUPPLIES	\$ 4,868.05
METTLER TOLEDO	OFFICE/COMP. EQUIP MAINT.	\$ 1,201.54
BOUND TREE MEDICAL LLC	EMS SUPPLIES	\$ 90.70
HDR ENGINEERING INC.	CAPITAL IMPROVEMENTS	\$ 1,465.28
UPS	POSTAGE & SHIPPING	\$ 59.10
CURALINC LLC	WELLNESS PROGRAM	\$ 1,714.14
GALLS LLC	SUSTENANCE SUPPLIES	\$ 175.24
HARDY DIAGNOSTICS	LAB SUPPLIES	\$ 40.14
MIDWEST TAPE	LIBRARY MAT.-JAMES ESTATE	\$ 38.23
GRP & ASSOCIATES	HAZARDOUS WASTE DISPOSAL	\$ 53.00
VETTER'S INC-CULLIGAN WAT	LAB SUPPLIES	\$ 38.50
SCHUMACHER ELEVATOR CO	BUILDING MAINT REPAIR	\$ 547.17
QUALITY SERVICES 149	VHCL MTCE SUPPLIES	\$ 603.21
AHLERS & COONEY P.C.	Legal Fees	\$ 1,283.50
ELECTRIC PUMP INC.	OTHER MAINT & REPAIR	\$ 2,959.00
HAWKEYE TRUCK EQUIPMENT	VHCL MTCE SUPPLIES	\$ 118.17
WILLETT HOFMANN	CONTRACTUAL SERVICES	\$ 4,130.00
GEOTECH SAND & STONE INC	STREET MAINT SUPPLIES	\$ 953.71
HEARTLAND AVIATION	RENTS & LEASES	\$ 80.00
BLUEGLOBES LLC	GROUNDS MAINT & REPAIR	\$ 396.48
SNAP-ON-TOOLS	TOOLS & SMALL EQUIP	\$ 195.25
J&K CONTRACTING	CONTRACTUAL	\$ 81,321.90
CENTRAL SALT LLC	STREET MAINT SUPPLIES	\$ 4,968.45
CENTRAL IOWA FASTENERS	OTHER SUPPLIES	\$ 269.05
CONSOLIDATED ELECTRICAL	GROUNDS MAINT & REPAIR	\$ 170.07
OFFICIAL PEST CONTROL	GROUNDS MAINT & REPAIR	\$ 55.00
VISION INDUSTRIAL SALES	VHCL MTCE SUPPLIES	\$ 637.12
KIRKHAM MICHAEL	ENGINEERING	\$ 19,503.84
CREDIT BUREAU SERVICES	REIMBURSEMENT	\$ 16.00
DPF ALTERNATIVES IOWA LLC	VHCL MTCE SUPPLIES	\$ 2,100.91
GARDEN & ASSOCIATES LTD	OTHER PROF SERV	\$ 3,100.00

ALL ROADS TRUCK & TRAILER	OTHER SUPPLIES	\$ 254.91
ATOMIC TERMITE & PEST	RAMP MAINT & REPAIR	\$ 130.00
BAILEY OFFICE EQUIPMENT	OFFICE SUPPLIES	\$ 243.85
BLACKHAWK BODYSHOP AND	VHCL MTCE SUPPLIES	\$ 539.45
BLACK'S TIRE COMPANY LLC	VHCL MTCE SUPPLIES	\$ 647.48
BRIDGE CITY SANITATION LL	OTHER PROF SERV	\$ 162,737.14
BUB'S TREE CARE	TREE TRIMMING	\$ 2,200.00
CARQUEST AUTO	VHCL MTCE SUPPLIES	\$ 1,338.73
CARROLL CONSTRUCTION SUPP	TOOLS & SMALL EQUIP	\$ 1,138.56
D P PLUMBING PLUS	CONTRACTUAL SERVICES	\$ 2,485.00
ELLIOTT BULK SERVICES LLC	FUEL	\$ 5,306.18
ELLIOTT OIL COMPANY	FUEL	\$ 250.46
ENVIRONMENTAL EDGE	CONTRACTUAL SERVICES	\$ 11,300.00
CLAYTON ERHARDT	RENTS & LEASES	\$ 760.00
FAMILY ANIMAL CARE	OTHER PROF SERV	\$ 2,622.00
GREGG YOUNG AUTOMOTIVE	VHCL MTCE SUPPLIES	\$ 349.78
GREINER IMPLEMENT CO INC	OTHER CAPITAL EQUIP	\$ 35,000.00
HEARTLAND HUMANE SOCIETY	OTHER PROF SERV	\$ 285.00
LEGACY FOUNDATION	OTHER PROF SERV	\$ 1,054.50
NORRIS ASPHALT PAVING INC	STREET MAINT SUPPLIES	\$ 2,613.60
OTTUMWA PRINTING INC.	PRINTING	\$ 1,253.00
PIERCE CONST & FENCE CO L	INSURANCE CLAIMS	\$ 2,985.00
PROFESSIONAL JANITORIAL	JANITORIAL	\$ 3,100.00
RG CONSTRUCTION LLC	CONTRACTUAL SERVICES	\$ 248,670.59
ROYAL PORTABLE TOILETS	MISC CONTRACT WORK	\$ 225.32
S & L ALL SEASON	TOOLS & SMALL EQUIP	\$ 29.97
SUPREME STAFFING INC	CONTRACT EMPLOYEES	\$ 3,332.05
WAYNE'S TIRE	VHCL MTCE SUPPLIES	\$ 623.32
WINGER COMPANIES	RAMP MAINT & REPAIR	\$ 1,220.00
TOTAL CHOICE SHIPPING	POSTAGE & SHIPPING	\$ 107.18
VEOLIA WATER TECHNOLOGIES	OPERATING SUPPLIES	\$ 3,935.88
CNH INDUSTRIAL ACCOUNTS	VHCL MTCE SUPPLIES	\$ 425.72
CENTURYLINK	Telephone/IT	\$ 5.52
LIBERTY TIRE	TIRE DISPOSAL	\$ 3,010.02
AMERICAN TEST CENTER	OPERATING SUPPLIES	\$ 2,590.00
LEGACY FIRE APPARATUS	VHCL MTCE SUPPLIES	\$ 14,785.77
SINCLAIR NAPA	VHCL MTCE SUPPLIES	\$ 1,179.10
HEIMAN FIRE EQUIPMENT	CENTRAL GARAGE/VEHICLES	\$ 812.52
O'REILLY AUTOMOTIVE	VHCL MTCE SUPPLIES	\$ 1,251.01
INGRAM LIBRARY SERVICES	LIBRARY MAT.-JAMES ESTATE	\$ 1,655.22
HAWKEYE POLYGRAPH	OTHER PROF SERV	\$ 350.00
DR ANTHONY TATMAN	EMPLOYEE PHYSICALS/TESTS	\$ 350.00
FASTENAL COMPANY	OPERATING SUPPLIES	\$ 20.31
PHILLIP BURGMEIER	TRAVEL & CONFERENCE	\$ 14.11
SAMANTHA CAIN	TRAVEL & CONFERENCE	\$ 11.90
CITY OF OTTUMWA, CEMETERY	CASH INVESTED PASSBK SVNG	\$ 355.00
ICAP	GEN LIABIL INSURANCE	\$ 21,764.00

ERIC LEWIS	CLOTHING ALLOWANCE	\$ 180.00
PHILIP RATH	TRAVEL & CONFERENCE	\$ 124.53
AARON SHORT	CLOTHING ALLOWANCE	\$ 149.75
REVIZE LLC	OTHER PROF SERV	\$ 11,150.00
CIVIC SYSTEMS LLC	CONTRACTUAL SERVICES	\$ 1,198.67
HNTB CORPORATION	ENGINEERING EXPENSE	\$ 7,051.99
STRESSCRETE INC	STREET MAINT SUPPLIES	\$ 3,906.00
AA LOCKS & KEYS	OPERATING SUPPLIES	\$ 4.12
HAWKEYE FLAT ROOF SOLUTIONS	CAPITAL IMPROVEMENTS	\$ 18,525.00
JULIE CARR	REFUNDS	\$ 141.00
MAJESTIC TRUCK SERVICE	INSURANCE CLAIMS	\$ 2,500.00
MENARDS	TOOLS & SMALL EQUIP	\$ 2,293.89
GALLS LLC	SUSTENANCE SUPPLIES	\$ 1,939.60
BLACKHAWK BODYSHOP AND	VHCL MTCE SUPPLIES	\$ 6,512.71
CHILD SUPPORT SERVICES	CHILD SUPPORT PAYABLE	\$ 2,093.67
DINGES FIRE COMPANY	OTHER SMALL CAPITAL	\$ 17,980.00
ELLIOTT OIL COMPANY	FUEL TAX	\$ 16,794.71
HUMANA INSURANCE CO	HEALTH CLAIMS	\$ 26,397.60
MISSIONSQUARE	ICMA DEF COMP PAYABLE	\$ 1,305.38
TORRES CONSTRUCTION	CONTRACTUAL SERVICES	\$ 1,200.00
WAPELLO COUNTY SHERIFF	GARNISHMENTS PAYABLE	\$ 414.61
WAPELLO COUNTY UNITED WAY	UNITED WAY DED PAYABLE	\$ 10.00
BP	FUEL	\$ 20.18
CAPITAL ONE	OPERATING SUPPLIES	\$ 79.95
MIDAMERICAN ENERGY CO	NATURAL GAS	\$ 3,018.01
OTTUMWA WATER & HYDRO	WATER	\$ 245.12
SYMETRA LIFE INSURANCE CO	GROUP LIFE PREMIUMS	\$ 4,856.25
WAPELLO RURAL WATER ASSC	WATER	\$ 45.23
WINDSTREAM ENTERPRISE	Telephone/IT	\$ 853.97
		\$ 873,557.40

STATEMENT OF CASH BALANCES AND TREASURER'S REPORT

2/28/2025

Fund #	Fund	Balance 1/31/2025	Receipts	Disbursements	Balance 2/28/2025
001	GENERAL OPERATING FUND	\$ 2,395,925.73	\$ 1,501,447.02	\$ (1,504,808.58)	\$ 2,392,564.17
002	PARKING RAMP	\$ 71,587.74	\$ 2,240.59	\$ (1,137.18)	\$ 72,691.15
003	ARPA	\$ 884.51	\$ -	\$ -	\$ 884.51
005	FRANCHISE FEES	\$ 848,748.55	\$ -	\$ -	\$ 848,748.55
110	ROAD USE TAX	\$ 4,566,691.38	\$ 793,672.98	\$ (1,083,666.32)	\$ 4,276,698.04
112	EMPLOYEE BENEFITS	\$ 2,695,398.48	\$ -	\$ -	\$ 2,695,398.48
119	EMERGENCY TAX	\$ 2,276.74	\$ -	\$ -	\$ 2,276.74
121	SALES TAX 1%	\$ 8,597,429.93	\$ 573,891.32	\$ -	\$ 9,171,321.25
123	BONITA TIF	\$ 90,468.26	\$ -	\$ -	\$ 90,468.26
125	WESTGATE TIF	\$ 642,725.68	\$ 9,784.50	\$ (19,569.00)	\$ 632,941.18
126	AIRPORT TIF	\$ 179,682.66	\$ -	\$ -	\$ 179,682.66
128	WILDWOOD HWY 34 TIF	\$ (3,584.08)	\$ -	\$ -	\$ (3,584.08)
129	RISK MANAGEMENT	\$ 1,000,701.85	\$ 784.80	\$ (1,569.60)	\$ 999,917.05
130	411 MEDICAL COSTS	\$ (178,942.83)	\$ 20,510.49	\$ (41,020.98)	\$ (199,453.32)
131	AIRPORT	\$ 831,205.50	\$ 82,724.83	\$ (129,654.10)	\$ 784,276.23
133	LIBRARY	\$ (127,630.51)	\$ 177,466.18	\$ (159,877.38)	\$ (110,041.71)
135	CEMETERY	\$ 215,702.91	\$ 18,503.43	\$ (20,670.86)	\$ 213,535.48
137	HAZMAT	\$ 152,777.33	\$ 4,153.28	\$ (4,146.85)	\$ 152,783.76
141	2023 UPPER SOTRY HSG CDBG	\$ 217,732.76	\$ -	\$ -	\$ 217,732.76
146	DOWNTOWN STR	\$ 148,958.43	\$ -	\$ -	\$ 148,958.43
147	CDBG P-2 MAS	\$ 18,463.55	\$ -	\$ -	\$ 18,463.55
151	OTHER BOND PROJECTS	\$ 4,417,216.68	\$ 289,213.89	\$ (577,700.28)	\$ 4,128,730.29
162	SSMID DISTRICT	\$ 223,464.51	\$ -	\$ -	\$ 223,464.51
167	FIRE BEQUEST	\$ 13,116.95	\$ 30.00	\$ -	\$ 13,146.95
171	RETIREE HEALTH	\$ 1.23	\$ -	\$ -	\$ 1.23
173	LIBRARY BEQUEST	\$ 188,267.54	\$ 12,167.80	\$ (18,091.70)	\$ 182,343.64
174	COMMUNITY DEVELOPMENT	\$ 252,472.91	\$ -	\$ -	\$ 252,472.91
175	POLICE BEQUEST	\$ 221,729.54	\$ 1,026.99	\$ (2,053.98)	\$ 220,702.55
176	REIMBURSEMENT GRANTS	\$ 1,875.48	\$ -	\$ -	\$ 1,875.48
177	HISTORIC PRESERVATION	\$ 19,473.12	\$ -	\$ -	\$ 19,473.12
200	DEBT SERVICE	\$ (2,279,569.66)	\$ -	\$ -	\$ (2,279,569.66)
301	STREET PROJECTS	\$ 378,308.24	\$ 23,546.15	\$ (47,092.30)	\$ 354,762.09
303	AIRPORT PROJECTS	\$ 403,860.55	\$ 9,001.77	\$ (18,003.54)	\$ 394,858.78
307	SIDEWALK & CURB PROJECTS	\$ 31,557.28	\$ -	\$ -	\$ 31,557.28
309	PARK PROJECTS	\$ 174,605.88	\$ 226,891.39	\$ (453,782.78)	\$ (52,285.51)
310	EQUIPMENT PURCHASE	\$ 1,490,087.81	\$ -	\$ -	\$ 1,490,087.81
311	LEEVE PROJECTS	\$ 1,013,212.72	\$ 22,317.07	\$ (44,634.14)	\$ 990,895.65
313	EVENT CENTER CONSTR	\$ 429,790.80	\$ -	\$ -	\$ 429,790.80
315	SEWER CONSTRUCTION	\$ 5,844,713.09	\$ 2,006,746.85	\$ (1,538,888.90)	\$ 6,312,571.04
501	CEMETERY MEMORIAL	\$ 1,075.20	\$ -	\$ -	\$ 1,075.20
503	CEMETERY PERPETUAL CARE	\$ 21,446.96	\$ 699.00	\$ (688.00)	\$ 21,457.96
610	SEWER UTILITY	\$ 2,710,162.54	\$ 1,024,601.21	\$ (745,855.58)	\$ 2,988,908.17
611	SEWER SINKING	\$ 782,451.96	\$ -	\$ -	\$ 782,451.96
613	SEWER IMPROVEMENT	\$ 5,333,704.69	\$ -	\$ -	\$ 5,333,704.69
670	LANDFILL	\$ 2,206,239.23	\$ 238,098.79	\$ (171,284.06)	\$ 2,273,053.96
671	LANDFILL RESERVE	\$ 1,417,889.52	\$ -	\$ -	\$ 1,417,889.52
673	RECYCLING	\$ 325,844.47	\$ 68,352.85	\$ (58,369.03)	\$ 335,828.29
690	TRANSIT FUND	\$ 656,453.16	\$ -	\$ -	\$ 656,453.16
720	BRIDGEVIEW EVENT CENTER	\$ (274,487.05)	\$ -	\$ -	\$ (274,487.05)
750	GOLF COURSE	\$ (72,783.83)	\$ 3,000.00	\$ (6,000.00)	\$ (75,783.83)
810	POOLED INVESTMENT	\$ (51,384,658.12)	\$ 229,158.66	\$ (51,565.63)	\$ (51,207,065.09)
820	PAYROLL CLEARING	\$ 333,390.55	\$ 331,957.61	\$ (230,704.10)	\$ 434,644.06
860	GROUP HEALTH INSURANCE	\$ 7,122,042.66	\$ 449,121.20	\$ (565,647.76)	\$ 7,005,516.10
861	POST 65 RETIREE HEALTH INS	\$ 321,177.76	\$ 80,447.46	\$ (109,545.80)	\$ 292,079.42
862	DENTAL INSURANCE	\$ 49,870.94	\$ 11,892.71	\$ (16,124.16)	\$ 45,639.49
863	LIFE INSURANCE	\$ 92,829.42	\$ 13,630.22	\$ (13,841.22)	\$ 92,618.42
	TOTAL	\$ 4,834,039.30	\$ 8,227,081.04	\$ (7,635,993.81)	\$ 5,425,126.53

INVESTMENTS
AS OF 02/28/20254

INSTITUTION	INSTRUMENT	TERM	RATE	BALANCE	RENEWAL DATE
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
COMM 1ST	CD	24 MOS	4.25%	\$ 1,000,000	2/4/2026
COMM 1ST	CD	24 MOS	4.25%	\$ 1,000,000	2/4/2026
COMM 1ST	CD	24 MOS	4.25%	\$ 1,000,000	2/4/2026
COMM 1ST	CD	24 MOS	4.25%	\$ 1,000,000	2/4/2026
COMM 1ST	CD	24 MOS	4.25%	\$ 1,000,000	2/4/2026
IPAIT	IBA	NONE	4.13%	\$ 8,556,990	NONE
IPAIT	FRI	30 DAYS	4.23%	\$ 6,000,000	
ISB	SAVINGS	NONE	4.15%	\$ 10,000,000	NONE
AVERAGE YEILD			4.10%	\$ 51,556,990	

OTTUMWA CIVIL SERVICE COMMISSION

Equipment Operator – Entrance Eligibility List

1. Jared Feldman
2. Jeffery Sly

Certified March 12, 2025

OTTUMWA CIVIL SERVICE COMMISSION

Ed Wilson, Chairman
Ann Youngman
Amy Gardner



March 18, 2025

TO: Ottumwa City Council Members

FROM: Richard W. Johnson, Mayor

SUBJECT: APPOINTMENT TO CITY BOARDS AND/OR COMMISSIONS

Recommend re-appointment to the Civil Service Commission, term to expire 04/05/2029.

Amy Gardner
511 Crestview Avenue

Reappointment approved by Mayor
on Tuesday, 1-28-25.
Rick Johnson, Mayor

received
1-27-2025

CITY OF OTTUMWA
Biographical Data for Re-Appointment to City Advisory Board

The information contained on this form is for the use of the Mayor and City Council in order to review your request to continue serving on a City Advisory Board, Commission, Committee, or Task Force.

We ask that your reappointment application be submitted timely before the end of your current term in order to accommodate your request. If you elect to not be reappointed, kindly remit a resignation letter specifying the last day you will be serving on appointed board.

Board, Commission, Committee, or Task Force to which re-appointment is desired:

Ottumwa Civil Service Commission

Name: Amy Gardner Telephone: (641) 814-2400
Email: (optional) a.l.gardner511@gmail.com

Address: 511 Crestview Ave., Ottumwa ZIP: 52501

Business: Iowa Judicial Branch - District 8 Telephone: (641) 684-6502

Address: 333 N. Court Street, Ottumwa ZIP: 52501

Date Available for Re-Appointment April 1, 2025 E-Mail:

Present occupation: Court Administration (2012-present)

Previous Employment: Area XV Regional Housing (2009-2012)

Answer the following: (Use additional sheets if necessary)

Community Service:

(List boards, commissions, committees and organizations currently serving or have served on, offices held and in what city). Please explain why you are requesting to be reappointed. Please elaborate on how/what you have contributed to the board/commission that you have served upon.

Vice President, Ottumwa YMCA 2021-present
Secretary + Treasurer, American Home Finding Association 2016-present
President, American Home Finding Association Endowment Fund For Children 2024-present

I seek reappointment to the Civil Service Commission so that I can continue the work + progress we are making to improve the hiring practices + retention of City employees.
Please list any professional or vocational licenses or certificates you hold.

Personal:

Are you related to any employee or appointee of the City of Ottumwa? (If yes, please indicate name and relationship.)

Yes _____ No X

Rules of law and ethics prohibit members from participating in and voting on matters in which they pay have a direct or indirect financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the advisory body to which you seek appointment). (If yes, please indicate any potential conflicts).

Yes _____ No X

Are you aware of the time commitment necessary to fulfill the obligations of the advisory body to which you seek reappointment?

Yes X No _____

Please furnish brief written responses to the three following questions: (Use additional sheets if necessary.)

1. What is there specifically in your background, training, education, or interests which qualifies you as a reappointee?
My first four years on the Commission were served at a time the City made tremendous progress with respect to the hiring+retention of city employees. I was able to bring my experience working in law to the table and collaborate with City officials and the other Commissioners to ensure positive outcomes for all.
2. What do you see as the objectives and goals of the advisory body for the future to which you seek reappointment?
The City is actively seeking to update outdated policies that relate to Human Resources. I'm interested in continuing the work they've made with respect to recruitment, retention, and promotional testing. I'm very impressed with the progress they've made with studying compensation + job classifications.
3. How would you help achieve these objectives and goals? What special qualities can you continue to bring to the advisory body?
I will continue to dedicate my time to attend meetings and review materials submitted to the Commission for action. I will educate myself on any changes to the Iowa Code governing the action of the Commission.

I hereby certify that the following information is correct to the best of my knowledge.

Amy Gardner
Signature

1/27/05
Date

The Mayor will review your current attendance, participation, interpersonal relationships, compliance with policies on conflict of interest and confidentiality, philanthropic contributions and community outreach when making the decision to reappoint you to a board/commission.

The strength of a board or commission depends on the productive and meaningful contributions of each individual member. The City of Ottumwa looks to support governance excellence based on a solid, continuing commitment to board service and ongoing adherence to established expectations for behavior and performance.

You are invited to attach additional pages or submit supplemental information which you feel may assist the Mayor and City Council in their evaluation of your application.

WHEN COMPLETED MAIL ORIGINAL TO: OFFICE OF THE MAYOR
Ottumwa City Hall
105 E Third Street
Ottumwa, IA 52501

One of the goals of the City Council is to balance advisory board appointments in terms of gender and age.

The following information is desirable but not required for appointment.

Year of Birth 1988 Male _____ Female X
Number of years a city resident 36

**HUMAN RIGHTS COMMISSION
MEMBER APPLICANT ONLY**

The Human Rights Commission seeks to model service leadership and respect in its work with Commission members and the community. List your current experience working on diverse teams, public bodies, or committees, and skills related to intergroup dialogues and team building with diverse communities that would be a benefit to your reappointment to the Human Rights Commission:



AUTHORIZATION FOR RELEASE OF PERSONAL INFORMATION

I, Amy Lynn Gardner, (PLEASE PRINT YOUR FULL NAME, INCLUDE MIDDLE NAME) do hereby authorize a review of and full disclosure of all records concerning myself to any duly authorized agent of the City of Ottumwa.

The intent of this authorization is to give my consent for disclosure of records, including background reports, complaints or grievances filed by or against me.

I understand that any information obtained by a personal history background investigation, which is developed directly or indirectly, in whole or in part, upon this release authorization will be considered in determining my suitability for serving on a Board/Commission. I also certify that any person(s) who may furnish such information concerning me shall not be held accountable for giving this information; and I do hereby release said person(s) from any and all liability which may be incurred as a result of furnishing such information. I authorize the designated city official to conduct a routine background investigation. I further release the Ottumwa Police Department and the City of Ottumwa from any and all liability, which may be incurred as a result of collecting such information.

I have read and fully understand the contents of this "Authorization for Release of Personal Information".

My Date of Birth is March 4, 1988

Amy Gardner

Signature of Applicant

1/27/2025

Date

Board/Commission applying for Civil Service Commission

City of Ottumwa
105 East Third Street, Ottumwa, Iowa 52501
Telephone 641-683-0600 Fax 641-683-0613

PROOF OF PUBLICATION

STATE OF IOWA
WAPELLO COUNTY

I, Kyle Ocker, being duly sworn on my oath, say that I am the General Manager of the Ottumwa Courier, a newspaper printed in said Wapello County, Iowa and of general circulation there in, and that the advertisement CIVIL SERVICE COMMISSION CITY OF OTTUMWA

hereto attached was published in said newspaper for one consecutive weeks to-wit:

02/06/2025

Subscribed and sworn to before me, and in my presence, by the said 6th day of March, 2025



Traci Counterman

Notary Public

In and for Wapello County

Printer's Fee: \$ 13.53

COPY OF ADVERTISEMENT

CITY OF OTTUMWA
CIVIL SERVICE
COMMISSION
APPOINTMENT NOTICE
Posted February 6, 2025
In accordance with Section 400.1, Subsection 1 of the Code of Iowa, this serves as notice of the persons name selected for Mayoral appointment to the City of Ottumwa Civil Service Commission. Per Iowa Code, the Mayor is required to publish the name no less than 30 days prior to a vote by the City Council. The Mayors recommended appointment of Amy Gardner is scheduled to be voted on by the Ottumwa City Council at the March 18, 2025 City Council meeting.

received
3-13-25 1245

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Mar 18, 2025

Planning & Development
Department

Jake Rusch
Prepared By
Zach Simonson
Department Head



City Administrator Approval

AGENDA TITLE: Salvage Dealers License for Rosenman's, 902 E Main Street.

Public hearing required if this box is checked.

RECOMMENDATION: Approve the Salvage Dealers License for Rosenman's, 902 E Main Street.

DISCUSSION: Ottumwa Municipal Code provides for the annual licensing of salvage dealers in the city. Licenses expire on March 31st of each year; Therefore Salvage Dealers re-apply annually and City Staff conducts a compliance inspection of the salvage operation, Based upon the last inspection conducted March 14, 2025, The staff recommends approving the license. Attached is a copy of the application

Source of Funds:

Budgeted Item: Budget Amendment Needed:



[CITY OF]
O T T U M W A

MEMORANDUM

DATE: February 24, 2025
TO: Building Code & Enforcement Dept.
FROM: Sherrie Jones, City Clerk's Office *sw*
SUBJECT: Salvage Dealer – Rosenman's Inc.

Attached you will find an application for a Salvage Dealer from Rosenman's Inc., 902 E. Main St.

As designee, please complete the process and return to City Clerk's Office.



SALVAGE DEALER LICENSE

CITY OF OTTUMWA

210 W. Main St. 2nd Floor

Ottumwa, IA 52501

(641) 683-0621

Name: ROSENMAN'S INC.
Business: ROSENMAN'S INC.
Location: 902 EAST MAIN STREET
OTTUMWA, IA 52501

MARCH 19, 2025

Mail To: (641) 683-1871



Number	Expiration	Fee	Description
15000079	3/31/2026	\$100.00	SALVAGE DEALER LICENSE 2025-2026

**PLACE IN A CONSPICUOUS PLACE
NOT TRANSFERABLE**

Cheryl Reinhard

City Clerk Office

THE ISSUANCE OF A LICENSE SHALL IN NO WAY BE CONSTRUED TO RELIEVE THE LICENSEE OF COMPLIANCE WITH ORDINANCES OF THE CITY OF OTTUMWA OR LAWS OF THE STATE OF IOWA, NOR SHALL SUCH ISSUANCE BE DEEMED A WAIVER OF THE CITY OF OTTUMWA OF PAST OR FUTURE VIOLATIONS OF SUCH LAWS AND ORDINANCES. THIS LICENSE WAS ISSUED WITHOUT VERIFICATION THAT THE BUSINESS HAS BEEN LICENSED BY THE STATE OF IOWA.



[CITY OF]

OTTUMWA

SALVAGE DEALER LICENSE APPLICATION

Name of Salvage Dealer: Rosenman's Inc.
Address of Salvage Dealer: 902 East Main Street, P.O. Box 1002, Ottumwa, IA 52501
Telephone Number of Salvage Dealer: (641) 683-1871

Business Title: Same

Business Address: Same

Individual Responsible for Operation of said Business if other than Salvage Dealer:
Name: Same
Address:
Telephone Number:

Type of material bought and sold or processed:
Industrial scrap iron and metal which is bought then manufactured to industry specifications and grades.

Legal description of area to be licensed:
Attached

Attach a plat of the proposed area to be licensed.

Type, source, and expected volume or weight of materials to be handled per day, week, year:
Industrial scrap material from within 200 mile radius of Ottumwa, Iowa.
Total volume approximately 6000 tons with less than 1% from Ottumwa.

Give a detailed description of the process and disposal methods to be used:
Material is manufactured to specific products for consuming mills.
All material is shipped by rail or truck.

List the equipment to be used, its design, capacities, and expected loads:
Balers, shears, material handling equipment of all types.

Attach a contingency plan detailing specific procedures to be followed in case of equipment breakdown, maintenance downtime, or fire in equipment or vehicles, including methods to be used to remove or dispose of toxic, hazardous, and general waste.

I depose and say that if granted a Salvage Dealer License, I will obey all laws of the State of Iowa, and ordinances of the City of Ottumwa, Iowa, pertaining to said license. All statements made above are true and correct to the best of my knowledge and information. Dated this 21 day of February, 2025

Signature of Applicant

License fee of \$100.00 is to be paid at the time of filing this application. If you are a new applicant filing between October 1 and March 31, the license fee will be \$50.00. License term is April 1 to March 31 of each year.

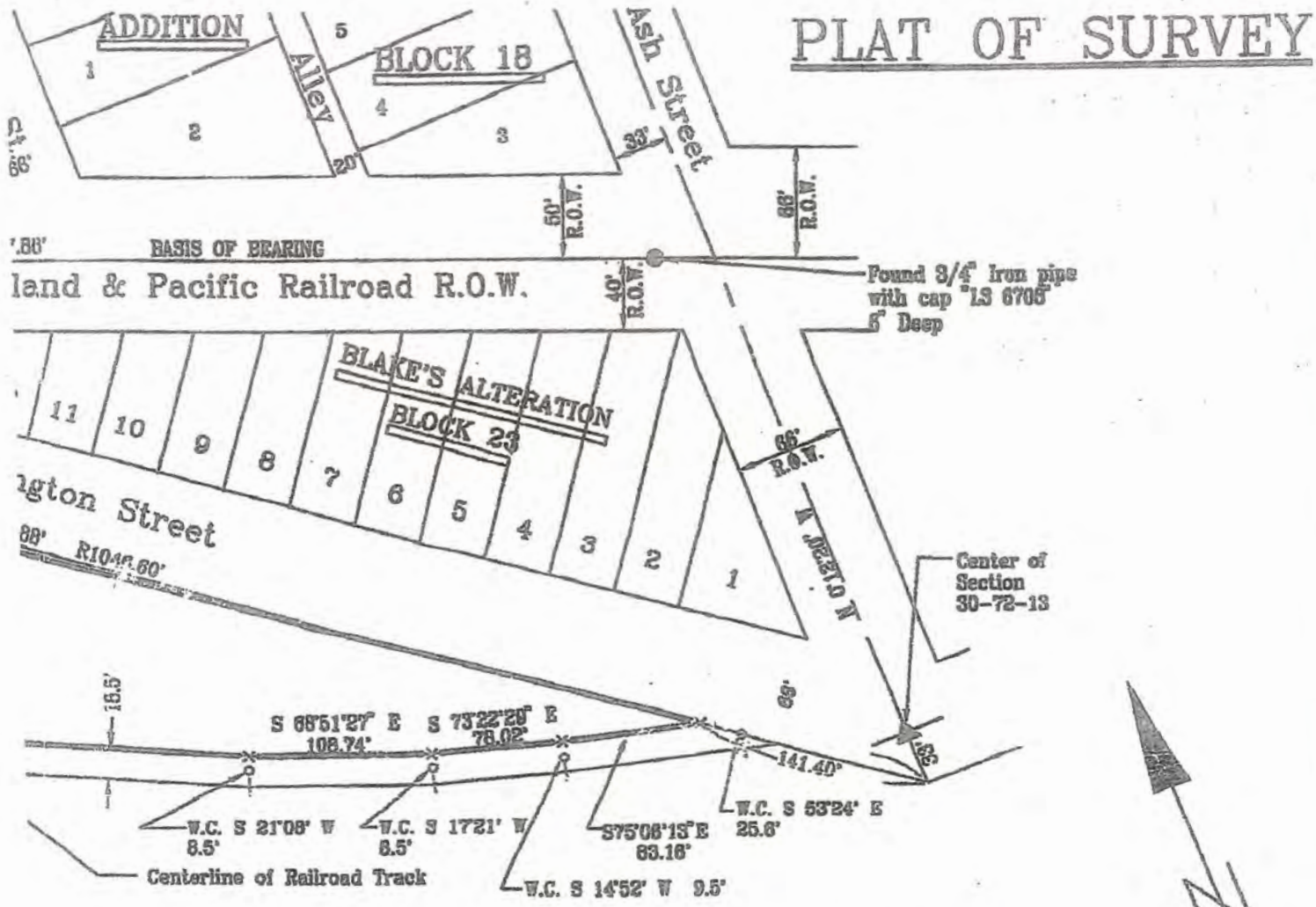
Date filed: 2/24/25

Date submitted to Council: 3/18/2025

License No.: 15000079

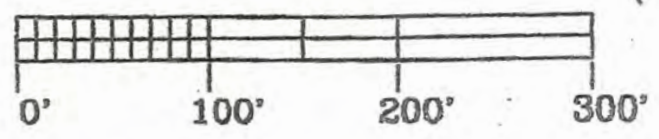
Receipt No.: 15000079 \$100

PLAT OF SURVEY



- - Set 1/2" Iron Pin with cap "LS 12973"
- - Found R.R. Rail unless noted otherwise
- R - Record
- ▲ - Found 1/2" Iron Pin
- x - Not Set
- - Set Witness Corner with 1/2" Iron Pin with cap "LS 12973" along fence

NOTE:
Fenceline along witness corners encroaches into railroad property



I hereby certify that this surveying document was prepared by me or under my direct personal supervision and that I am a duly registered Land Surveyor under the laws of the State of Iowa.

John Jennison
Date: 10/10/94

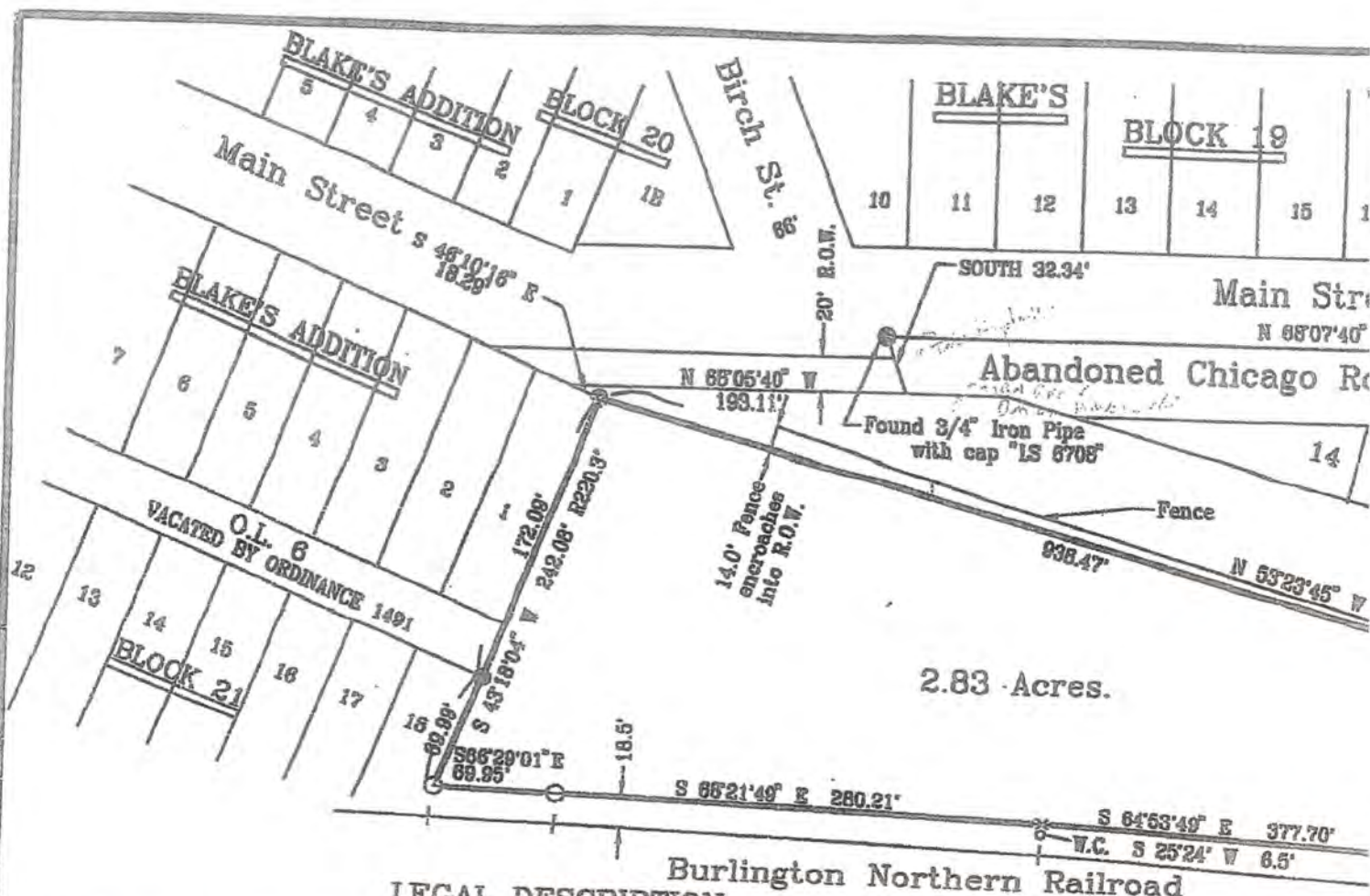


John Jennison
Reg. No. 12973

My Registration renewal date is December 31, 1995

Survey For:
Eli Rosenman
904 E. Main Street
Ottumwa, Iowa 52501

JENNISON / GRAHAM & Associates, Inc.
Engineering and Surveying
611 Church St. Phone (800)682-2910
Ottumwa, Iowa 52501 Fax (515)683-1280



2.83 Acres.

LEGAL DESCRIPTION

THAT PORTION OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 30, TOWNSHIP 72 NORTH, RANGE 13 WEST OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF OTTUMWA, WAPELLO COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTER OF SAID SECTION 30;

THENCE SOUTH 0°12'20" EAST, 33.00 FEET TO THE SOUTHERLY RIGHT OF WAY OF BURLINGTON STREET;

THENCE NORTH 53°23'45" WEST, ALONG SAID RIGHT OF WAY, A DISTANCE OF 1079.88 FEET TO THE EASTERLY CORNER OF BLOCK 21, BLAKE'S ADDITION, AND THE POINT OF BEGINNING;

THENCE SOUTH 43°18'04" WEST, ALONG THE EASTERLY LINE OF SAID BLOCK 21, A DISTANCE OF 242.08 FEET TO AN OFFSET LINE WHICH IS 18.5 FEET NORTHERLY OF BURLINGTON NORTHERN RAILROAD COMPANY'S YARD TRACK NUMBER 33 CONSTRUCTED CENTERLINE;

THENCE SOUTH 66°29'01" EAST, ALONG SAID OFFSET LINE, 69.95 FEET;

THENCE SOUTH 66°22'49" EAST, ALONG SAID OFFSET LINE, 280.21 FEET;

THENCE SOUTH 64°53'49" EAST, ALONG SAID OFFSET LINE, 377.70 FEET;

THENCE SOUTH 68°51'27" EAST, ALONG SAID OFFSET LINE, 108.74 FEET;

THENCE SOUTH 73°22'29" EAST, ALONG SAID OFFSET LINE, 78.02 FEET;

THENCE SOUTH 75°06'13" EAST, ALONG SAID OFFSET LINE, 83.16 FEET TO THE SOUTHERLY RIGHT OF WAY OF BURLINGTON STREET;

THENCE NORTH 53°23'45" WEST, ALONG SAID RIGHT OF WAY, 938.47 FEET TO THE POINT OF BEGINNING;

SAID PARCEL CONTAINS 2.83 ACRES.

AND SUBJECT TO ALL EXISTING INTERESTS, INCLUDING BUT NOT LIMITED TO ALL RESERVATIONS AND EASEMENTS OF RECORD OR OTHERWISE;

AND ALSO, EXCEPTING AND RESERVING UNTO BURLINGTON NORTHERN RAILROAD, ITS SUCCESSORS AND ASSIGNS, ALL COAL, OIL, GAS, CASINGHEAD GAS AND ALL ORES AND MINERALS OF EVERY KIND AND NATURE, INCLUDING SAND AND GRAVEL, UNDERLYING THE SURFACE OF THE PREMISES HEREIN CONVEYED, TOGETHER WITH THE FULL RIGHT, PRIVILEGE AND LICENSE AT ANY AND ALL TIMES TO EXPLORE, OR DRILL FOR AND TO PROTECT, CONSERVE, MINE, TAKE, REMOVE AND MARKET ANY SUCH PRODUCTS IN ANY MANNER WHICH WILL NOT DAMAGE STRUCTURES ON THE SURFACE OF THE PREMISES HEREIN CONVEYED, TOGETHER WITH THE RIGHT OF ACCESS AT ALL TIMES TO EXERCISE SAID RIGHTS.

ROSENMAN'S INC.

STEEL SERVICE CENTER

Metals - Ferrous & Non-Ferrous - Recycling

P.O. Box 1002 Ottumwa, Iowa 52501

Phone 641-683-1871

Contingency Plan

Equipment breakdown is handled by our own maintenance people and local mechanics, as needed. Normally, maintenance does not create down time as other equipment is available.

Fire extinguishers are checked on a regular basis and located in all pieces of equipment, warehouse, and office.

We do not handle any toxic, hazardous, or general waste.

received
3-18-25 1246

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Mar 18, 2025

Planning & Development
Department

Jake Rusch
Prepared By
Zach Simonson *ZS*
Department Head

[Signature]
City Administrator Approval

AGENDA TITLE: Salvage Dealers License for Alter Metal Recycling, 404 N Forrest Avenue.

Public hearing required if this box is checked.

RECOMMENDATION: Approve the Salvage Dealers License for Alter Metal Recycling , 404 N Forrest Avenue.

DISCUSSION: Ottumwa Municipal Code provides for the annual licensing of salvage dealers in the city. Licenses expire on March 31st of each year; Therefore Salvage Dealers re-apply annually and City Staff conducts a compliance inspection of the salvage operation, Based upon the last inspection conducted March 12, 2025, The staff recommends approving the license. Attached is a copy of the application

Source of Funds:

Budgeted Item: Budget Amendment Needed:



SALVAGE DEALER LICENSE

CITY OF OTTUMWA
210 W. Main St. 2nd Floor
Ottumwa, IA 52501
(641) 683-0621

MARCH 19, 2025

Name: ALTER TRADING CORPORATION
Business: ALTER METAL RECYCLING
Location: 404 NORTH FOREST
OTTUMWA, IA 52501

Mail To: JASON WOODS SR DIRECTOR OF OPERATIONS
ALTER METAL RECYCLING
1810 E. HULL AVE DES MOINES, IA

Number	Expiration	Fee	Description
80548	3/31/2026	\$100.00	SALVAGE DEALER LICENSE 2025-2026

**PLACE IN A CONSPICUOUS PLACE
NOT TRANSFERABLE**

Chris Reenhard

City Clerk Office

THE ISSUANCE OF A LICENSE SHALL IN NO WAY BE CONSTRUED TO RELIEVE THE LICENSEE OF COMPLIANCE WITH ORDINANCES OF THE CITY OF OTTUMWA OR LAWS OF THE STATE OF IOWA, NOR SHALL SUCH ISSUANCE BE DEEMED A WAIVER OF THE CITY OF OTTUMWA OF PAST OR FUTURE VIOLATIONS OF SUCH LAWS AND ORDINANCES. THIS LICENSE WAS ISSUED WITHOUT VERIFICATION THAT THE BUSINESS HAS BEEN LICENSED BY THE STATE OF IOWA.



[CITY OF]
O T T U M W A

MEMORANDUM

DATE: February 20, 2025
TO: Building & Code Enforcement
FROM: Sherrie Jones, City Clerk's Office SJ
SUBJECT: Salvage Dealer – Alter Metal Recycling

Attached you will find an application for a Salvage Dealer from Alter Metal Recycling,

404 N. Forest.

As designee, please complete the process and return.

Thank you!



OTTUMWA

SALVAGE DEALER LICENSE APPLICATION

Name of Salvage Dealer: Alter Trading Corporation
 Address of Salvage Dealer: 700 Office Parkway St. Louis Mo 63141
 Telephone Number of Salvage Dealer: 314-872-2400

Business Title: Alter Metal Recycling

Business Address: 404 North Forest

Individual Responsible for Operation of said Business if other than Salvage Dealer:
 Name: Jason Woods Sr Director of Operations

Address: Alter Metal Recycling 1810 E. Hull Ave Des Moines IA

Telephone Number: 515-262-0764

Type of material bought and sold or processed:
Nonferrous and ferrous scrap metal

Legal description of area to be licensed:

See attachment 1

Attach a plat of the proposed area to be licensed.

Type, source, and expected volume or weight of materials to be handled per day, week, year:

Material is purchased from the public and industrial accounts. We accumulate about 150 tons per day

Give a detailed description of the process and disposal methods to be used:

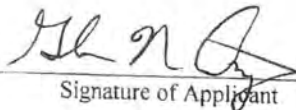
Materials are packaged and shipped to consumers for recycling

List the equipment to be used, its design, capacities, and expected loads:

Trucks, semi trailers and material handlers. We ship material daily.

Attach a contingency plan detailing specific procedures to be followed in case of equipment breakdown, maintenance downtime, or fire in equipment or vehicles, including methods to be used to remove or dispose of toxic, hazardous, and general waste.

I depose and say that if granted a Salvage Dealer License, I will obey all laws of the State of Iowa, and ordinances of the City of Ottumwa, Iowa, pertaining to said license. All statements made above are true and correct to the best of my knowledge and information. Dated this 10 day of February, 2025


 Signature of Applicant

License fee of \$100.00 is to be paid at the time of filing this application. If you are a new applicant filing between October 1 and March 31, the license fee will be \$50.00. License term is April 1 to March 31 of each year.

Date filed: 2/20/25

Date submitted to Council: 3/18/2025

License No.: 80548

Receipt No.: 80548



Fidelity National Title
Insurance Company

SCHEDULE A - continued

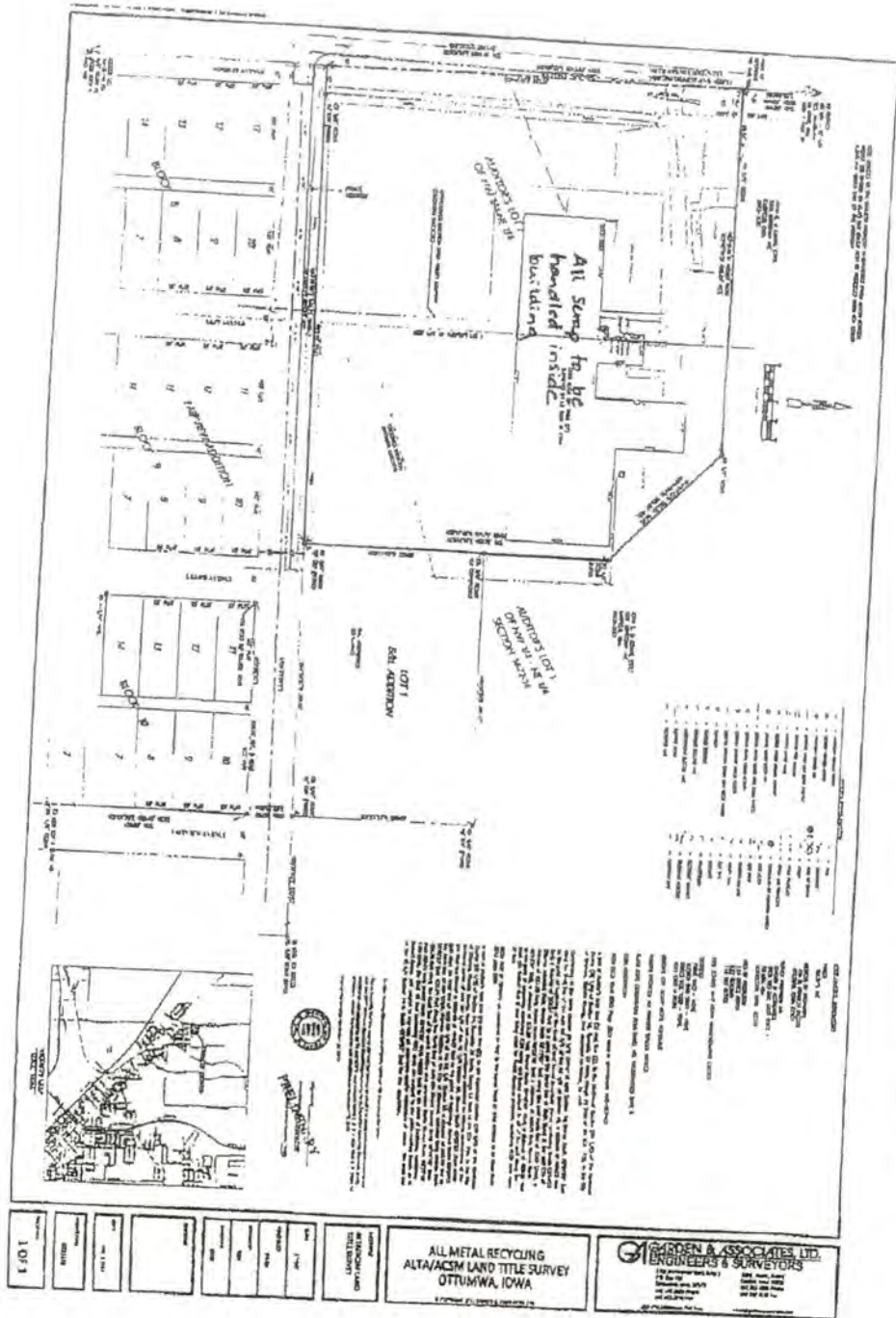
Case No. NE0-589-DC

4. LEGAL DESCRIPTION

A part of Auditor's Lots One (1) and Two (2), in the Northwest Quarter (NW 1/4) of the Northeast Quarter (NE 1/4) of Section 14, Township 72 North, Range 14 West of the 5th P.M., in the City of Ottumwa, Wapello County, Iowa described as follows, to-wit:

Commencing at the North Quarter (N 1/4) Corner of said Section 14; thence South 00° 04' 09" East along the West line of the said NW 1/4 of the NE 1/4 of Section 14, a distance of 444.03 feet to the point of beginning of the tract of land herein described; thence continuing South 00° 04' 09" East, a distance of 558.97 feet to a point on the North line of Sixth Street in the said City of Ottumwa extended West; thence North 89° 41' 01" East along the said North line of Sixth Street, a distance of 632.83 feet; thence North 00° 06' 16" East a distance of 420.79 feet; thence North 46° 14' 24" West, a distance of 205.28 feet; thence North 69° 40' 49" West, a distance of 488.01 feet to the point of beginning, subject to all of the part along the West side thereof that is now being used for Public Roadway purposes.

which has the apparent address of 404 N. Forrest, Ottumwa, IA 52501



Attachment 2



SALVAGE DEALER LICENSE CONTINGENCY PLAN

ALTER METAL RECYCLING
404 N. FORREST AVE. - OTTUMWA, IA

Equipment Breakdowns/Maintenance Downtime

Essential operational equipment to operation includes scales, material handlers, and haul trucks. The following procedures are to be followed in the event essential operational equipment is not available:

- Material handlers and haul trucks are to be borrowed from another Alter operation or rented in the event breakdown or planned maintenance causes material capacity to exceed limits of indoor storage area.
- Scale maintenance which requires the scale to not be in use is to be planned during off scale hours.

Equipment Fires

The following procedures are to be followed in the event fire occurs in equipment or vehicles:

- Operation is to maintain appropriate fire extinguishers in each operating equipment and in warehouse
- Employees are to be trained by Safety Department staff in use of fire extinguishers
- Fire extinguishers are to be inspected and serviced according to manufacturer's recommendations and/or OSHA requirements
- In the event a fire cannot be contained through use of onsite response equipment, personnel shall contact local fire department for response

Disposal of Wastes

The following procedures are to be followed for removal and disposal of toxic, hazardous, and general waste:

- A covered dumpster is to be maintained under a storm resistant shelter for collection of non-hazardous solid waste, such as office general debris, rubbish, office, and break-room trash. Solid waste is to be hauled to Wapello County Landfill by a contract service provider or Alter vehicle.
- A covered plastic-lined Gaylord (or equivalent container) is to be maintained for collection of non-hazardous industrial special waste, including routine oil spill cleanup absorbents and floor sweepings. Prior to disposal, accumulated special wastes are to be sampled for waste characterization. Special wastes approvals are to be sought prior to disposal at Wapello County Landfill.

- Universal and toxic wastes generated during appliance demanufacturing activities are to be stored and handled in accordance with operation's IA Department of Natural Resources Appliance Demanufacturing Permit Operational Plan. Containerized wastes are to be disposed and/or recycled at a minimum once a year with an Alter approved waste vendor.
- Unauthorized materials (materials that cannot be safely recycled as scrap metal) that are dumped and that cannot be returned to supplier are to be characterized by Alter's Environmental Manager for proper disposal determination.
- Equipment fluids generated during maintenance are to be recycled and managed by offsite third party service provider. In the event maintenance is performed onsite, recovered fluids are to be placed in a DOT-approved drum, labeled as to contents, and recycled with Alter approved waste vendor.

19642

02/13/25

Total

\$100.00

CITY OF OTTUMWA
105 E THIRD STREET
OTTUMWA, IA 52501

Inv. Number	Date	Description	Amount
020325 - 80548 City Clerk	02/03/25	200001 Cust #	\$100.00

3.001571, 2/20/25 SF

2481712

OTTUMWA

105 EAST THIRD STREET
OTTUMWA, IA 52501

INVOICE

Invoice Number: 80548
Invoice Date: 02/03/2025
Customer Number: 200001
Amount Due: \$100.00
Due Date: 03/03/2025

Bill To: ALTER METAL RECYCLING
404 N. FOREST AVE
OTTUMWA, IA 52501

Quantity	Description	Unit Price	Net Amount
1.0000	2025 Salvage Dealer License - Please complete the attached application and return with payment by 3/3. Premises need to be inspected for compliance and submitted to Council for approval.	100.00	\$100.00
		Invoice Total:	\$100.00

Return this portion with your payment

02/03/2025

Customer Number: 200001

Amount Due: \$100.00

Invoice Number: 80548

Amount Paid:

100⁰⁰

Bill To: ALTER METAL RECYCLING
404 N. FOREST AVE
OTTUMWA, IA 52501

Make Check Payable to:

CITY OF OTTUMWA
105 EAST THIRD STREET
OTTUMWA, IA 52501
(641) 683-0624

Check box for address change and print correct address on reverse side



received
3-13-25 1245

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Mar 18, 2025

Planning & Development
Department

Jake Rusch
Prepared By
Zach Simonson
Department Head

[Signature]
City Administrator Approval

AGENDA TITLE: Salvage Dealers License for Paulos Used Cars, 430 N Forrest Avenue.

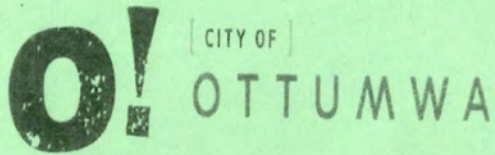
Public hearing required if this box is checked.

RECOMMENDATION: Approve the Salvage Dealers License for Paulos Used Cars, 430 N Forrest Avenue.

DISCUSSION: Ottumwa Municipal Code provides for the annual licensing of salvage dealers in the city. Licenses expire on March 31st of each year; Therefore Salvage Dealers re-apply annually and City Staff conducts a compliance inspection of the salvage operation, Based upon the last inspection conducted March 14, 2025, The staff recommends approving the license. Attached is a copy of the application

Source of Funds:

Budgeted Item: Budget Amendment Needed:



SALVAGE DEALER LICENSE

CITY OF OTTUMWA
210 W. Main St. 2nd Floor
Ottumwa, IA 52501
(641) 683-0621


MARCH 19, 2025

Name: HARRY PAULOS
Business: PAULOS USED CARS
Location: 430 FOREST AVE
OTTUMWA, IA 52501

Mail To: (641) 682-4161

Number	Expiration	Fee	Description
70047	3/31/2026	\$100.00	SALVAGE DEALER LICENSE 2025-2026

PLACE IN A CONSPICUOUS PLACE
NOT TRANSFERABLE


Chris Reinhard

City Clerk Office

THE ISSUANCE OF A LICENSE SHALL IN NO WAY BE CONSTRUED TO RELIEVE THE LICENSEE OF COMPLIANCE WITH ORDINANCES OF THE CITY OF OTTUMWA OR LAWS OF THE STATE OF IOWA, NOR SHALL SUCH ISSUANCE BE DEEMED A WAIVER OF THE CITY OF OTTUMWA OF PAST OR FUTURE VIOLATIONS OF SUCH LAWS AND ORDINANCES. THIS LICENSE WAS ISSUED WITHOUT VERIFICATION THAT THE BUSINESS HAS BEEN LICENSED BY THE STATE OF IOWA.



[CITY OF]
O T T U M W A

MEMORANDUM

DATE: February 20, 2025
TO: Building & Code Enforcement Dept.
FROM: Sherrie Jones, City Clerk's Office *SJ*
SUBJECT: Salvage Dealer – Paulos Used Cars

Attached you will find an application for a Salvage Dealer from Paulos Used Cars, 430 N. Forrest Ave.

As designee, please complete the process and return when complete.

Thank you!



[CITY OF]

OTTUMWA

SALVAGE DEALER LICENSE APPLICATION

Name of Salvage Dealer: HARRY PAULOS DBA PAULOS USED CARS
Address of Salvage Dealer: 430 FOREST AVE OTTUMWA IA
Telephone Number of Salvage Dealer: 641-777-3996 BUSINESS PHONE 641-682-4161

Business Title: PAULOS USED CARS OWNER

Business Address: 430 FOREST AVE OTTUMWA IA 52501

Individual Responsible for Operation of said Business if other than Salvage Dealer:
Name: _____
Address: _____
Telephone Number: _____

Type of material bought and sold or processed: SALVAGE CARS

Legal description of area to be licensed:
* See attached *

Attach a plat of the proposed area to be licensed.

Type, source, and expected volume or weight of materials to be handled per day, week, year:
APPROXIMATELY 100 CARS PER YEAR

Give a detailed description of the process and disposal methods to be used:
STRIP CARS AND SELL TO SCRAP BUYERS LIKE ^{ALTEC} METAL SCRAP AND CERNIL METAL SCRAP

List the equipment to be used, its design, capacities, and expected loads:
CASE LOADER & CHEV CAR HAULER 1-2 CARS ON LOAD

Attach a contingency plan detailing specific procedures to be followed in case of equipment breakdown, maintenance downtime, or fire in equipment or vehicles, including methods to be used to remove or dispose of toxic, hazardous, and general waste.

I depose and say that if granted a Salvage Dealer License, I will obey all laws of the State of Iowa, and ordinances of the City of Ottumwa, Iowa, pertaining to said license. All statements made above are true and correct to the best of my knowledge and information. Dated this 17 day of FEB, 2025

Harry Paulos
Signature of Applicant

License fee of \$100.00 is to be paid at the time of filing this application. If you are a new applicant filing between October 1 and March 31, the license fee will be \$50.00. License term is April 1 to March 31 of each year.

Date filed: 2-20-2025
License No.: 70047

Date submitted to Council: 3/18/2025
Receipt No.: 15000077



105 EAST THIRD STREET
OTTUMWA, IA 52501

INVOICE

Invoice Number: 80550
 Invoice Date: 02/03/2025
 Customer Number: 70047
 Amount Due: \$100.00
 Due Date: 03/03/2025

Bill To: PAULOS USED CARS
 430 N. FOREST AVE
 OTTUMWA, IA 52501

Quantity	Description	Unit Price	Net Amount
1.0000	2025 Salvage Dealer License - Please complete the attached application and return with payment by 3/3. Premises need to be inspected for compliance and submitted to Council for approval	100.00	\$100.00
		Invoice Total:	\$100.00

Return this portion with your payment

02/03/2025 Customer Number: 70047 Amount Due: \$100.00
 Invoice Number: 80550 Amount Paid: 100.00

Bill To: PAULOS USED CARS
 430 N. FOREST AVE
 OTTUMWA, IA 52501

Make Check Payable to:

CITY OF OTTUMWA
 105 EAST THIRD STREET
 OTTUMWA, IA 52501
 (641) 683-0624

Check box for address change and print correct address on reverse side

Receipt No: 15000077

Feb 20, 2025

70047

PAULOS USED CARS

Previous Balance:	100.00
ACCOUNTS RECEIVABLE	
Invoice 80550 - 2025	100.00
Salvage Dealer License	

Total:	100.00
New Balance:	.00

CLERK CHECKS	
Check No: 5827	100.00
Total Applied:	100.00

Change Tendered:	.00
------------------	-----

02/20/2025 12:04 PM

CITY OF OTTUMWA
 105 E THIRD STREET
 OTTUMWA IA 52501

received
3-13-25 1246

Item No. B.-7.

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of : Mar 18, 2025

Planning & Development
Department

Zach Simonson
Prepared By
Zach Simonson
Department Head



City Administrator Approval

AGENDA TITLE: Resolution No. 38-2025: Resolution Fixing Date for a Public Hearing on Ordinance No. 3242-2025 -- An Ordinance Establishing Solid Waste Fees for Noncommercial Establishments by Repealing and Replacing Section 31 1/2-35 of the Municipal Code of the City of Ottumwa

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution No. 38-2025

DISCUSSION: This resolution sets the April 1st Council meeting as the date for a public hearing on a Ordinance to set the FY26 and FY27 Solid Waste Fees. Fees are set every two years. To account for contract fee increases with the current waste hauler as well as landfill fee increases and volatile fuel costs, the recommended fee increase for FY26 and FY27 is \$1.50 per year, raising the rate on July 1, 2025 from \$23/mo to \$24.50 and on July 1, 2026 to \$26.

Source of Funds:

Budgeted Item: Budget Amendment Needed:

RESOLUTION NO. 38-2025

RESOLUTION FIXING DATE FOR A PUBLIC HEARING ON ORDINANCE NO. 3242-2025 – AN ORDINANCE ESTABLISHING SOLID WASTE FEES FOR NONCOMMERCIAL ESTABLISHMENTS BY REPEALING AND REPLACING SECTION 31½-35 OF THE MUNICIPAL CODE OF THE CITY OF OTTUMWA

WHEREAS, Ordinance 3242-2025 would establish fees for solid waste collection from July 1, 2025 through June 30, 2027; and

WHEREAS, before such ordinance is considered, it is necessary that a public hearing be held thereon and that due notice be given.

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

Section 1. It is determined that it is in the best interests of the citizens of the City to hold a public hearing on Ordinance No. 3242-2025, on April 1, 2025, at 5:30 P.M., at the Bridge View Center, 102 Church St., Ottumwa, Iowa.

Section 2. That the City Clerk be and is hereby directed to publish a notice of a public hearing on the application, at least once not less than seven days prior to the date of said public hearing. March 18, 2025 will be the next regularly scheduled City Council meeting after the publication of notice.

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

NOTICE OF PUBLIC HEARING ON ORDINANCE NO. 3242-2025 – AN
ORDINANCE ESTABLISHING SOLID WASTE FEES FOR
NONCOMMERCIAL ESTABLISHMENTS BY REPEALING AND
REPLACING SECTION 31½-35 OF THE MUNICIPAL CODE OF THE CITY
OF OTTUMWA

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council of the City of Ottumwa, Iowa, will hold a public hearing Tuesday, April 1, 2025 at 5:30 P.M. at the Bridge View Center, 102 Church Street, Ottumwa, Iowa on Ordinance 3242-2025, an ordinance establishing solid waste fees for noncommercial establishments by repealing and replacing Section 31½-35 of the Municipal Code of the City of Ottumwa. All persons interested in the ordinance are invited to be present at the above time and place on the date mentioned to present their objections to, or arguments for the ordinance.

If you are unable to attend this meeting but have comments, written comments must be received no later than 4:30 p.m. March 18, 2025. Written comments may be addressed to: City of Ottumwa, 105 E. Third St., Ottumwa, IA 52501.

Dated this 18th day of March, 2025.

City Clerk, City of Ottumwa, Iowa

(End of Notice)

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

Richard W. Johnson
Richard W. Johnson, Mayor

ATTEST:

Christine Reinhard
City Clerk



received
3-11-25 315

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Mar 18, 2025

Airport
Department

Jay Wheaton
Prepared By
Jay Wheaton
Department Head



City Administrator Approval

AGENDA TITLE: Resolution No. 44-2025 - Setting April 1, 2025 as the date for a Public Hearing approving the plans, specifications, form of contract and estimated cost for the Apron Improvements Project at the Ottumwa Regional Airport.

Public hearing required if this box is checked.

The Proof of Publication for each Public Hearing must be attached to the 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. 44-2025.

DISCUSSION: Set April 1, 2025 as the date for a public hearing approving the plans, specifications, form of contract and estimated cost for the Apron Improvements Project at the Ottumwa Regional Airport. The Federal Aviation Administration (FAA) grants program offers grant funding for several types of aviation related projects. This Apron Project qualifies for total reconstruction of one area and a rehabilitation for the remaining qualified area with funding through the FAA. The estimated cost of this project is \$1,000,000.00. The grant is a 95/5% of the total project cost. The local match will come from the Airport Fund Balance.

Source of Funds: 95% FAA 5% Airport Fund Balance

Budgeted Item:

Budget Amendment Needed: No

RESOLUTION #44-2025

A RESOLUTION FIXING APRIL 1, 2025 AS THE DATE FOR A PUBLIC HEARING ON THE PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COST FOR THE APRON IMPROVEMENTS PROJECT AT THE OTTUMWA REGIONAL AIRPORT, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

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

WHEREAS, the estimated cost of the project is \$1,000,000.00 and,

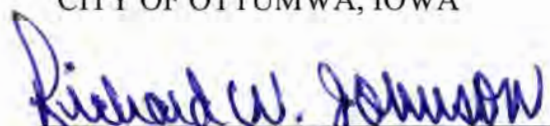
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA: That this Council will meet at Bridge View Center, 102 Church Street, Ottumwa, Iowa, at 5:30 P.M. on April 1, 2025 for the purpose of approving the plans, specifications, form of contract and estimated cost for the Apron Improvements Project at the Ottumwa Regional airport; and 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.

PASSED AND APPROVED this March 18th 2025.

ATTEST:


Christina Reinhard, City Clerk

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor



PLEASE PUBLISH 3/20/2025

Notice of Public Hearing

Notice is hereby given that the City Council of the City of Ottumwa 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 APRON IMPROVEMENTS AT THE OTTUMWA REGIONAL AIRPORT, at 5:30 P.M. on April 1, 2025 at the Bridge View Center, 102 Church Street, Ottumwa, Iowa. At said hearing any interested person may appear and file objections thereto or to the cost of the improvements. All written public comments may be submitted to the City Clerk's Office, Temporary City Hall, by 4:30 P.M. on April 1, 2025. 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 Federal Aviation Administration grants program offers grant funding for several types of aviation related projects. This Apron Improvement Project qualifies for total reconstruction of one area and a rehabilitation for the remaining qualified area with funding through the FAA. All work and materials are to be in strict compliance with the Plans and Specifications prepared together with the proposed form of contract and estimate of cost.

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Mar 18, 2025

Planning & Development
Department

Jake Rusch
Prepared By
Zach Simonson
Department Head

[Signature]
City Administrator Approval

AGENDA TITLE: Resolution No. 47- 2025, a resolution setting April 1st, 2025 as the date of a Public Hearing on the disposition of City owned property located at 422 N Wapello.

****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. 47- 2025

DISCUSSION: The City owns a house at 422 N Wapello. The city seeks to sell this property to Alma Perez (The highest bidder) for \$7,777.77. The proposal will be brought to the April 1st, 2025 City Council meeting.

Source of Funds:

Budgeted Item:

Budget Amendment Needed:

RESOLUTION No.47 - 2025

A RESOLUTION SETTING APRIL 1ST , 2025 AS THE DATE OF A PUBLIC HEARING ON THE DISPOSITION OF CITY OWNED PROPERTY LOCATED AT 422 N WAPELLO

WHEREAS, the City of Ottumwa, is the present title holder to the property legally described as GRANT'S SUB. OF GIL. N 40 1/2' LOT 23 City of Ottumwa, Wapello County, Iowa, also known as 422 N Wapello; and

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

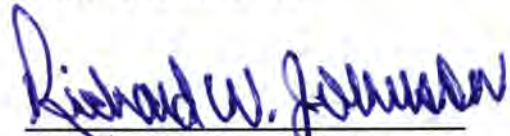
WHEREAS, the City will dispose of the property to the interested party (Alma Perez).

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

That the 1st day of April 2025 at 5:30 PM at the City Council meeting located at 102 Church Street in the City of Ottumwa, Iowa, be and the same is hereby fixed as the time, date and place for a public hearing on the notice of intent to dispose of real property legally described above to the interested party and the City Clerk is authorized and directed to publish notice of said public hearing as provided by law.

PASSED AND ADOPTED this 18th day of March 2025.

City of Ottumwa, Iowa


Richard W. Johnson, Mayor

ATTEST:


Christina Reinhard, City Clerk



CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Mar 18, 2025

City Clerk _____
Department

Christina Reinhard
Prepared By
Christina Reinhard *CJR*
Department Head

[Signature]
City Administrator Approval

AGENDA TITLE: Tobacco Device Retailer Permit Application for Pink Clouds Smoke Shop (313 N. Madison Ave.).

Public hearing required if this box is checked.

RECOMMENDATION: Council Approval for Tobacco Device Retailer Permit Application for Pink Clouds Smoke Shop (313 N. Madison Ave.) with tentative effective date of January 2, 2025 through June 30, 2025.

DISCUSSION: During the 2024 legislative session, Iowa enacted SF 345. Effective January 1, 2025, SF 345 regulates and taxes the sale of devices in Iowa. A device is any equipment or product, made in whole or in part of glass or metal, that is designed for use in inhaling through combustion tobacco, hemp, other plant materials, or a controlled substance. Anyone wanting to sell a device to the ultimate consumer from a place of business in Iowa must obtain a sales tax permit, a tobacco retailer permit, and a device retailer permit. An ultimate consumer is the person who possesses a device for use or consumption in this state. The device retailer permit must be approved by the city or county containing the retail location.

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed: No

The fee for a device retailer permit is \$1,500. The device retailer permit expires June 30 each year (to coincide with the retailer's Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor).

The device retailer may only display and sell devices in a location where the devices are not visible to a person younger than 21 years of age and where no person younger than 21 years of age is present or permitted to enter at any time.

On every sale of a device, the device retailer must collect the 40% device excise tax, 6% state sales tax, and any local option sales tax.

The device retailer must file the device excise tax return and remit the device excise tax collected on a monthly basis. Civil and criminal penalties apply to violations of SF 345.

The process for issuing tobacco retail permits has shifted from a paper-based system to a web-based Tobacco Licensing Portal, ensuring streamlined processes and increased convenience for your users, as well as the Department of Revenue. Local jurisdictions are able to review and approve applications through the new portal (GovConnectIowa).



< CITY OF OTTUMWA

Council 3/18/25

Device Retailer License Review

CITY OF OTTUMWA

1608370801

>
Application Information

Legal Ownership Information

Name of sole proprietor, partnership, : YA ALLAH MADAD LLC
corporation, LLC, or LLP

Type of ownership : Limited Liability - Single Member

Primary office address : 195 PIRIE DR APT 4 HIAWATHA IA 52233-1339

Legal Ownership Phone : 319-331-0851

Legal Ownership Email : Abdulkhaliq550171@gmail.com

Application Information

Sales Permit Number: : 300309128

Location Name : PINK CLOUDS SMOKE SHOP

Location Phone Number : 319-331-0851

Location Address : 313 N MADISON AVE OTTUMWA IA 52501-4314

Location Mailing Address : 195 PIRIE DR APT 4 HIAWATHA IA 52233-1339

Renewal : No

Start Date : 02-Jan-2025

End Date : 30-Jun-2025

License Fee : 1,500.00

Types of Sales : Over the Counter

Type of Establishment : Alternative nicotine/vapor store, Tobacco store

Does this retail location ensure that : Yes
no person younger than 21 years of
age is present or permitted to enter
at any time?

Corporate Officers

Title	Name	Address
-------	------	---------

Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Does this retailer hold a valid retail tobacco permit at this location? *

Yes	No
-----	----

Select a Decision *

Approve	Deny
---------	------



Cancel

Save Draft

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Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

Resources

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received
3.12.25 430

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Mar 18, 2025

Finance
Department

O'Donnell
Prepared By
O'Donnell
Department Head



City Administrator Approval

AGENDA TITLE: 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

Public hearing required if this box is checked.

The Price of Publication for each Public Meeting will be affixed to this Staff Summary. If the Price of Publication is not affixed, this item will not be placed on the agenda.

RECOMMENDATION: Pass the second consideration of Ordinance No. 3243-2025.

Waive the third consideration, pass and adopt Ordinance No. 3243-2025.

DISCUSSION: See attached.

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed: No

The ordinance sets annual rate increases for the next nine years. The increases are necessary to continue the sewer separation projects. Starting July 1, 2025 and each July 1, until 2029 the base fee and usage fee will increase by 6.5%. Starting July 1, 2030 and each July 1, until 2034 the base and usage fee will increase by 4.5%.

Originally, the SRF loan for Phase 3 was to be financed with local option sales tax. A rate increase for additional phases would still have been required. However, as LOST is the sole source of funds for street and road repair and the majority of available funds for streets and sewers would be used for debt on Phase 3, staff recommended financing Phase 3 through sewer rates. This allows staff to plan significant annual road repair and maintenance with LOST.

As part of the rate adjustment, multifamily rental units and trailer parks will be charged a base fee per unit if those units are served by a single meter and account. The base fee is what is used for the infrastructure needed to provide the service and each dwelling unit should share the cost of that expense. The user fee is the charge to process the waste stream.

The base fee is the same regardless of the size of the household. A two person household is charged the same as six person household, but you can assume the two person household would use less water and have a smaller usage charge. Currently, multifamily units with a single meter are charged a single base fee shifting the burden of the infrastructure costs upon the single family dwelling units. Charging per dwelling unit will equalize the burden.

Attached is an analysis of rate increase as a monthly and annual effect on two user groups. I define the users as minimal and average. Minimal is a 1-2 person household with an average monthly use of 3 units. Average is a 3-4 person household using 6 units.

	Current	1-Jul-25	1-Jul-26	1-Jul-27	1-Jul-28	1-Jul-29	1-Jul-30	1-Jul-31	1-Jul-32	1-Jul-33	1-Jul-24
Rate		6.50%	6.50%	6.50%	6.50%	6.50%	4.00%	4.00%	4.00%	4.00%	4.00%
Base	\$ 18.25	\$ 19.39	\$ 20.65	\$ 21.99	\$ 23.42	\$ 24.94	\$ 26.56	\$ 27.75	\$ 29.00	\$ 30.30	\$ 31.66
Usage	\$ 6.00	\$ 6.38	\$ 6.79	\$ 7.23	\$ 7.70	\$ 8.20	\$ 8.73	\$ 9.13	\$ 9.54	\$ 9.97	\$ 10.41

Monthly Billing

Minimal User	\$ 36.25	\$ 38.53	\$ 41.03	\$ 43.68	\$ 46.52	\$ 49.55	\$ 52.76	\$ 55.14	\$ 57.62	\$ 60.21	\$ 62.89
Average User	\$ 54.25	\$ 57.67	\$ 61.42	\$ 65.37	\$ 69.62	\$ 74.15	\$ 78.96	\$ 82.53	\$ 86.24	\$ 90.12	\$ 94.12

Monthly Increase

Minimal User	\$ 2.28	\$ 2.50	\$ 2.65	\$ 2.84	\$ 3.02	\$ 3.21	\$ 2.38	\$ 2.48	\$ 2.59	\$ 2.68
Average User	\$ 3.42	\$ 3.75	\$ 3.95	\$ 4.25	\$ 4.53	\$ 4.81	\$ 3.57	\$ 3.71	\$ 3.88	\$ 4.00

Annual Increase

Minimal User	\$ 27.36	\$ 30.05	\$ 31.78	\$ 34.07	\$ 36.29	\$ 38.57	\$ 28.55	\$ 29.76	\$ 31.08	\$ 32.16
Average User	\$ 41.04	\$ 44.98	\$ 47.45	\$ 50.99	\$ 54.31	\$ 57.76	\$ 42.83	\$ 44.52	\$ 46.56	\$ 48.00

Minimal User: 1-2 person household using 3 units (2,250 gallons) on average.

Average User: 3-4 person household using 6 units (4,500 gallons) on average.

Ordinance No. 3243 - 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:

WHEREAS, the Ottumwa City Council held a public hearing and approved Ordinance No. 3239-2025 on February 18, 2025 amending sewer rates for FY 2025 – 2034; and

WHEREAS, it has been discovered that there was a miscalculation in the rates in Ordinance No. 3239 – 2025 that needs to be corrected; and

WHEREAS, Ordinance No. 3239 – 2025 has not been published and is not yet effective; and

WHEREAS, this Ordinance shall repeal and replace Ordinance No. 3239 -2025.

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 \$8.20/100 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 \$8.73/100 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 \$9.13/100 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 \$9.54/100 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 \$9.97/100 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 \$10.41/100 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 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.

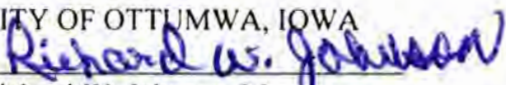
Passed on its first consideration on the 4 day of March, 2025.

Passed on its second consideration on the 18 day of March, 2025.

Passed on its third consideration on the ___ day of ~WAIVED~, 2025.

Approved this 18 day of March, 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

4901-9588-0733-110981-1000



received
3-7-25 8AM

Item No. H.-1.

CITY OF OTTUMWA Staff Summary

**** ACTION ITEM ****

Council Meeting of : Mar 18, 2025

Park & Recreation
Department

Gene Rathje

Prepared By

Gene Rathje

Department Head

City Administrator Approval

AGENDA TITLE: **Acceptance of Reimbursable Grant from the Ottumwa RAGBRAI Committee**

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

RECOMMENDATION: **Approve the Acceptance of a \$25,000 Reimbursable Grant from the Ottumwa RAGBRAI Committee**

DISCUSSION: The City of Ottumwa Parks and Recreation Department has been awarded a \$25,000 reimbursable grant from the Ottumwa RAGBRAI Committee. This grant will be used to purchase new playground equipment for the Ottumwa Park campground. The equipment will be installed by Parks Department employees during August and September of 2025. The City of Ottumwa will purchase the equipment first and then be reimbursed for the total cost by the RAGBRAI committee when the project is finished. This grant application was approved by the Ottumwa Parks Advisory Board at their meeting on January 14, 2025. The Ottumwa Parks Department was heavily involved with RAGBRAI 2024, as was the City of Ottumwa in general.

Source of Funds: Grant

Budgeted Item: Budget Amendment Needed: No

Gene Rathje

From: Marc Roe <marc@ottumwaiowa.com>
Sent: Tuesday, March 04, 2025 9:05 AM
To: Gene Rathje; wkonrad412@gmail.com
Cc: Laura Carrell; alex@iowaaudits.com; Philip Rath
Subject: 2024 Ottumwa RAGBRAI Committee Grant Status

Good morning Gene,

It is my pleasure to inform you on behalf of the 2024 Ottumwa RAGBRAI Advisory Board that you have been selected as an awardee for the Greater Ottumwa Park grant. The Committee is excited to be a part of this important community project and has committed funding to assist in its completion.

We will be publicly announcing the grant awards and gift amounts at our RAGBRAI Appreciation Party on March 14th, 2025 at Hotel Ottumwa at 5:30 pm. This event will be the community “thank you” for all the volunteers and donors who dedicated their time, energy, and funding to make this day possible. Additionally, light appetizers and a free drink will be provided to all in attendance. We ask that at least one member from your committee be present to take part in the check presentation. Please be aware that the Ottumwa RAGBRAI Advisory Board had several wonderful proposals from which to select and the decision-making process was not easy. The project funding was based on total impact to the city and visitors, demonstrated need, and long-term sustainability.

As a reminder:

- As this is a reimbursement grant, you will be responsible for initial payment of funds relative to this project. Upon completion, please submit invoices and receipts to Alex Barr at alex@iowaaudits.com for reimbursement. Reimbursement will occur within 30 business days of acknowledgement of the reimbursement request.
- A completed W-9 form will be required from your organization to Alex Barr prior to issuance of funds.
- Your project must be completed by March 13, 2026 to be eligible for this grant funding.
- Project must include signage in a conspicuous location stating that the “2024 Ottumwa RAGBRAI Committee assisted in the funding of this project”.

If you have any specific questions, please do not hesitate to reach out to myself, Laura Carrell or Alex Barr.

We look forward to being a part of this great community project and thank you for your organization’s leadership in making it a reality for the people of Ottumwa (and the world!).

Marc E. Roe
Executive Director
Greater Ottumwa Partners in Progress, Inc.
641.682.3465 (office)
641.455.3067 (mobile)
217 E. Main St., Ottumwa 52501
marc@ottumwaiowa.com
<http://www.gopip.org>

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of : Mar 18, 2025

Park & Recreation
Department

Gene Rathje
Prepared By
Gene Rathje
Department Head



City Administrator Approval

AGENDA TITLE: Unity Garden Project for Central Addition Park

Public hearing required if this box is checked.

RECOMMENDATION: Approve the Unity Garden Project for Central Addition Park

DISCUSSION: Members of the Ottumwa Leadership Academy are proposing to build a Unity Garden in the West end of Central Addition Park. There will be no cost to the City of Ottumwa for this project. Megan Logan and David Smith from the Ottumwa Leadership Academy will be present at the City Council meeting to make a presentation. This project was approved by the Ottumwa Parks Advisory Board at their meeting on March 11, 2025.

Source of Funds:

Budgeted Item: Budget Amendment Needed: No



Ottumwa Leadership Academy
Class of 2025

Ottumwa's Unity Garden

Presented by the Planning & Design
Committee

Agenda



01. Request

What we are asking for.



03. Concept Development

What's included, what is involved.



02. Background

How we got here to this idea.



04. Timeline

Timeline for completion.



Agenda continued...

05. Proposal

Elements of Ottumwa's
Unity Garden.



06. Questions

Time for questions from
the board.





Introduction

The Ottumwa Unity Garden will provide a welcoming space where residents and visitors can gather, learn about the various cultures in our community, and enjoy the natural beauty the space will offer. With your support, we can make this vision a reality and create a lasting legacy for Ottumwa.



01.

Request

To create a ~200ft garden in Central
Addition Park



Artist Rendering



Courtesy of
Ottumwa High
School Art Class

Location

Our ideal location for this garden is on the west side of Central Addition Park, coming right off the tunnel and bike trail.





Location continued...





“There is a garden in every
childhood, an enchanted place
where colors are brighter, the
air softer, and the morning
more fragrant than ever again.”



—Elizabeth Lawrence





02.

Background

An overview of how we got here,
requesting to do Ottumwa's Unity Garden.



Background



OLA Overview



Ottumwa Leadership Academy is a group of individuals who desire to sharpen their leadership skills and gain a greater understanding of Ottumwa and Wapello County's economy and community networks.




OLA Team Roles



The OLA 2025 class was split into four separate groups. Community Input and Cultural Connections. Local Information and Research. Partnerships and Development. Planning & Design.

Planning & Design Responsibilities



Planning & Design is responsible for site planning, signage, construction/creation, budget, approval of site usage, implementation.





03.

Concept Development

What's included in the garden, what is
involved.



Site Selection



Sites we did not select

We were offered multiple locations in Ottumwa. Our final three choices were Central Addition Park, Ballingall Park, Beach Ottumwa.

Why we chose Central Addition Park

Central Addition Park is close to the walking trail, accessibility and visibility, amenities, high traffic area, ample area, events already occurring in the area, and security features are already established.

Furthermore, it is an optimal space for sunlight, which will assist with growing plants in the garden.





Design Development

Our design of the Ottumwa Unity Garden has centered around one piece, an outdoor World Globe.

Other things we plan to incorporate are pavers, flowers, benches, and a sidewalk.



Courtesy of
Ottumwa High
School Welding
Class

Plant Selection



Black Eyed Susan



Smooth Blue
Aster



Swamp Milkweed



Eastern Columbine



Foxglove Beardtongue



Purple Coneflower



Why these plants?

Attractions

Butterflies, Native Bees,
Bumblebees, Birds,
Hummingbirds,
Beneficial Insects

Perennials

All of these plants are
perennials, therefore
should come back for
years to come.

Symbolism

All of these plants have
roots from somewhere in
the world.

Not Invasive

These plants are not
invasive to Zone 5, and
will be able to thrive in
Wapello County.



Funding Efforts/Expectations



Funding

Partnerships & Development are actively working with local businesses and agencies to seek funding for Ottumwa's Unity Garden.

Expectation

Our expectation is that there will be zero construction cost for the Parks Board and City of Ottumwa.





Sustainability

Community Input and Cultural Connections is taking the lead on developing a plan to sustain the garden. The expectation is that the Parks Department will have minimal involvement with maintaining Ottumwa's Unity Garden.



04.

Timeline

General timeline of our goals.



Goal



	March	April	May	June
Week 1	Planning & Obtaining Funding	Obtain Any Building Permits Required	Concrete Installation continued...	OLA Graduation/Garden Grand Opening
Week 2	Parks Board Approval 3/11	Continue to Seek Funding	Plant & Paver Installation	Garden Open for Public
Week 3	City Council Approval 3/18	Prepare Garden Space for Concrete	Bench Installation	Garden Open for Public
Week 4	Continue Planning & Obtaining Funding	Concrete Installation	Signs, Globe, other Art pieces installation	Garden Open for Public

To do

- Get Park Board and City Council Approval
- Obtain Additional Funding for Project





05.

Proposal

Elements of Ottumwa's Unity Garden



Ottumwa's Unity Garden Proposal



Completed by May 19th, 2025, with a second date of June 4th, 2025 (contingency plan)

Cultural Elements	Pavers representing Ottumwa's cultures, mural, metal flowers representing local plants.
Signs	Donor acknowledgement, and informational signs.
Building the Foundation	A seed to promote Ottumwa's unity in an impactful setting.
Future Development Opportunities	Cultural events, food trucks, farmer's market, expanding the garden.





Conclusion

Imagine a garden that is dedicated to our various cultures, showcasing the plants, designs, and symbols that hold meaning in those traditions.

- World Globe
- Inclusive Space
- Opportunity for future growth/lasting legacy

Let us plant the seeds of understanding, water them with kindness, and grow something truly extraordinary.





“The more you share the seeds, the more you grow, the more the system grows, the more a community grows.”

—Edie Mukiibi





06.



Questions?





Thanks!

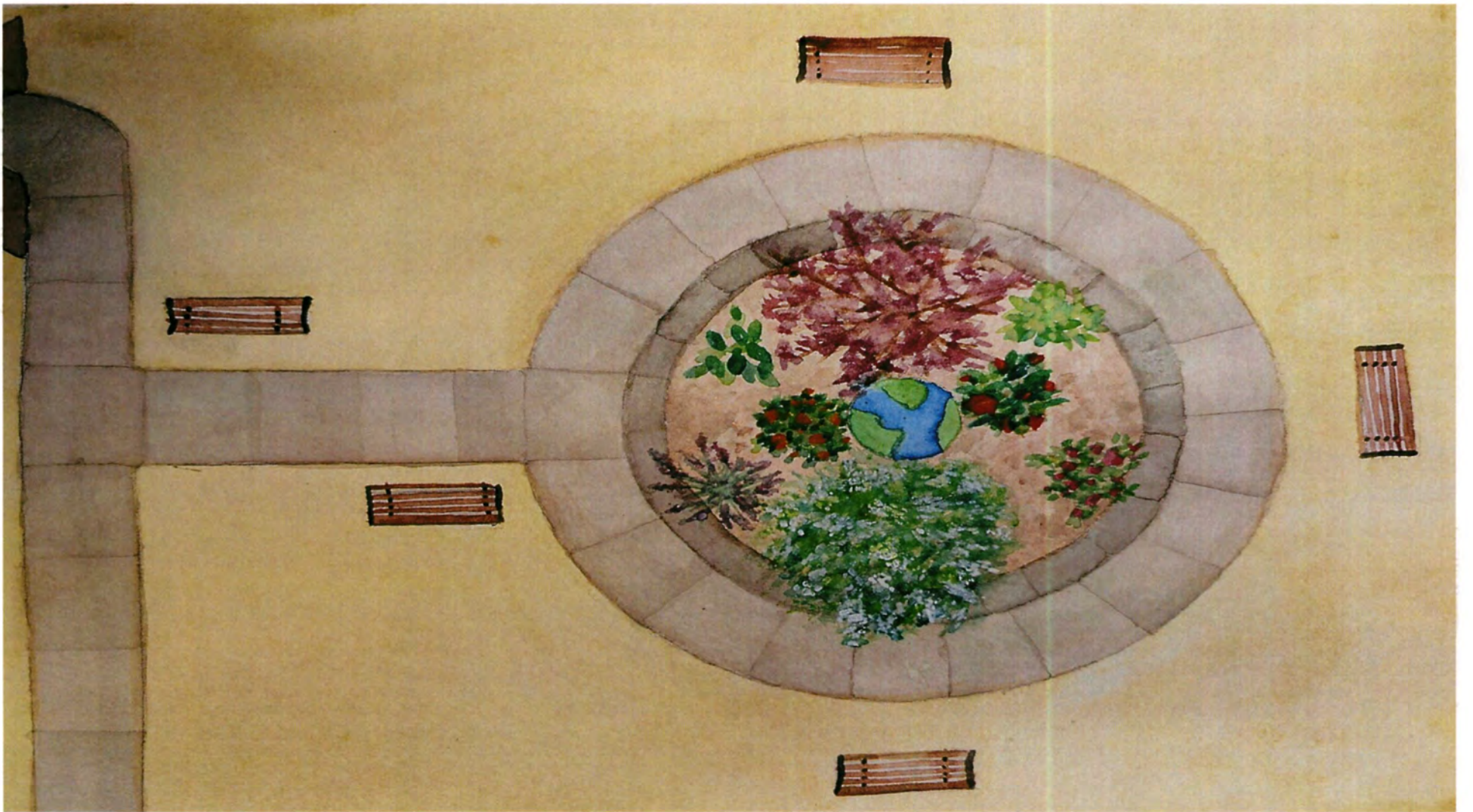
OLA Class of 2025
Planning & Design Committee:

Megan Logan
David Smith
Bethany Bowen
Amanda Hull



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including infographics & images by **Freepik**







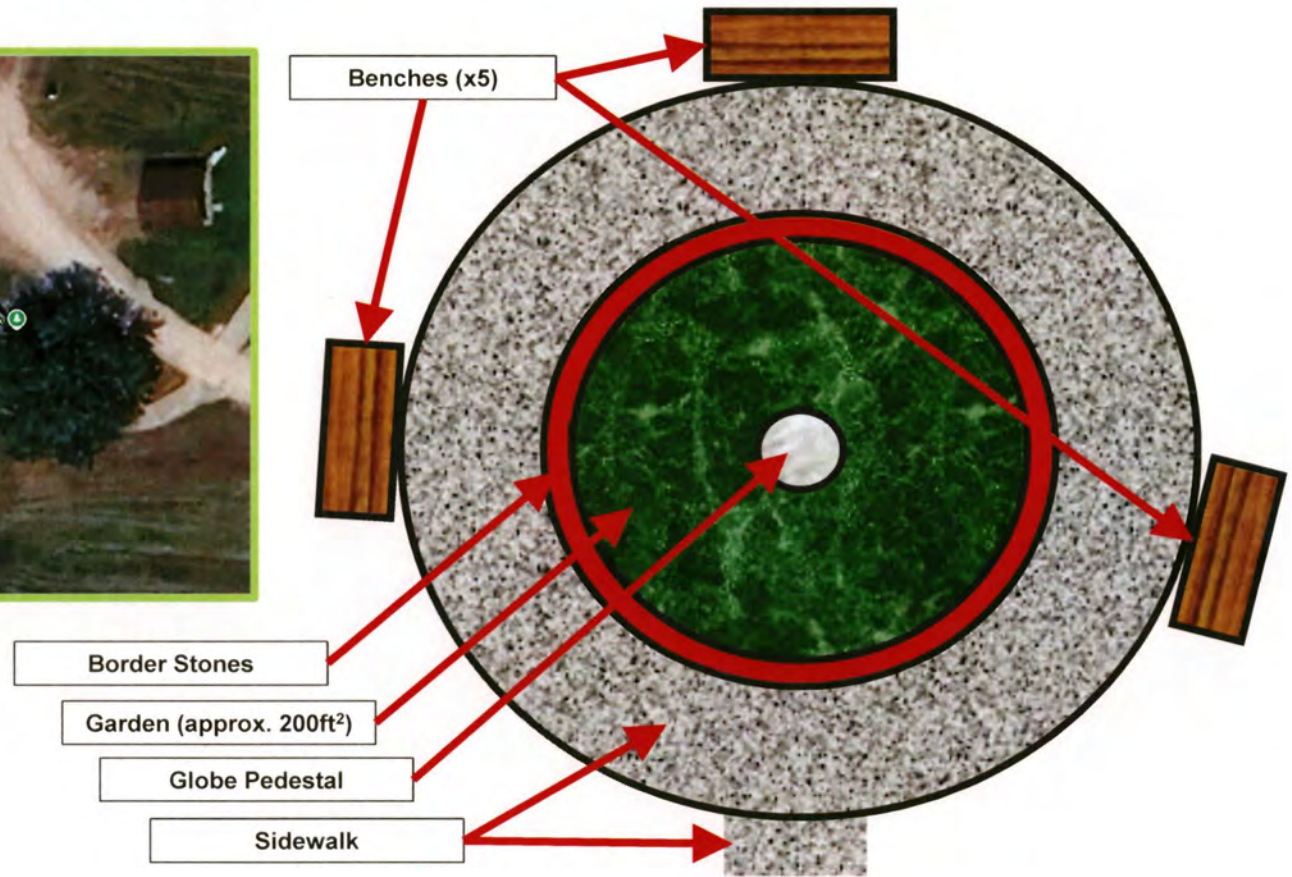




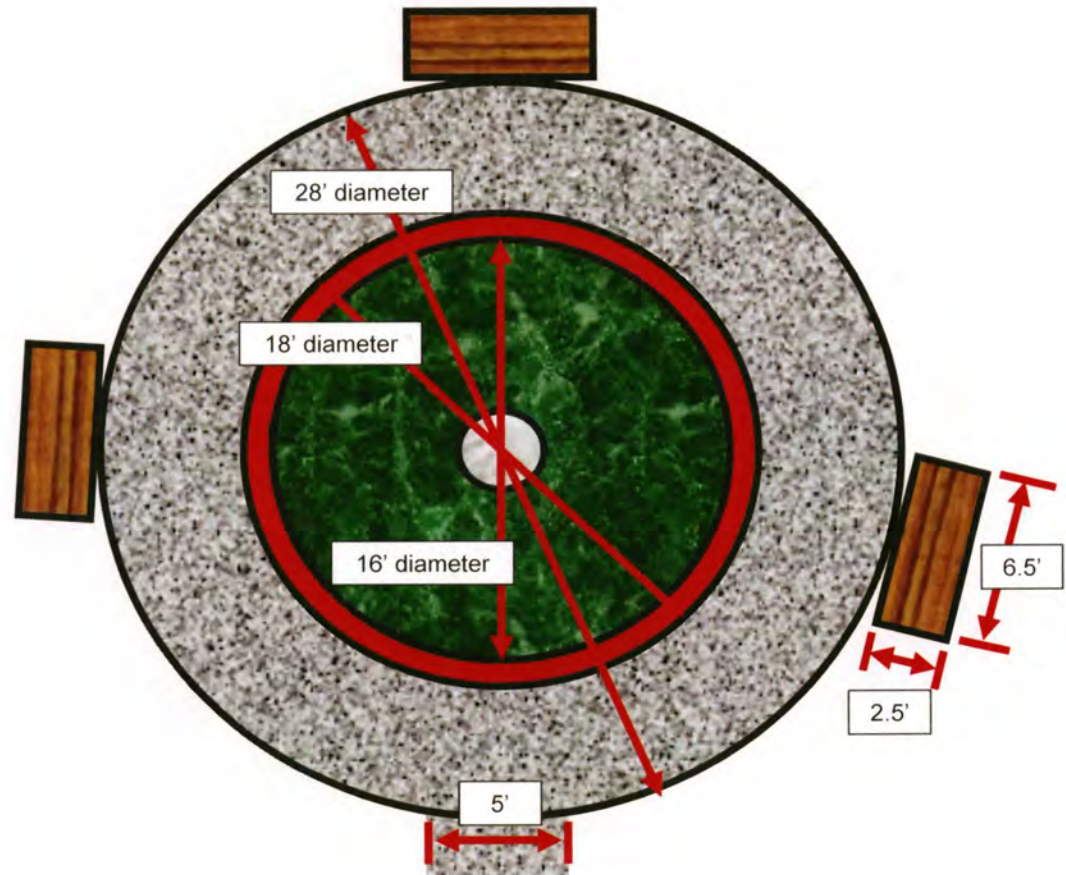
Cultural Garden Site



Cultural Garden Site



Cultural Garden Site - dimensions



Item No. H.-3.
received
3-12-25 430

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of : Mar 18, 2025

Park & Recreation
Department

Gene Rathje
Prepared By
Gene Rathje
Department Head



City Administrator Approval

AGENDA TITLE: Fee for Tennis Lessons

 Public hearing required if this box is checked.

RECOMMENDATION: Approve a fee of \$25 per session for tennis lessons

DISCUSSION: The City of Ottumwa Parks and Recreation Department has obtained a grant for \$1000 for supplies to begin teaching tennis lessons at the new tennis courts located East of Ottumwa High School. At their meeting on March 11, 2025, the Ottumwa Parks Advisory Board approved a fee of \$25 per session for tennis lessons. There will be 6 lessons in each session. The lessons will be taught during the months of June, July, and August.

Source of Funds: Operating budget

Budgeted Item: Budget Amendment Needed: No

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of : Mar 18, 2025

Philip Rath
Prepared By

Administration
Department

Department Head


City Administrator Approval

AGENDA TITLE: Resolution No. 41-2025 - Resolution Approving Loan Agreement
Between the City of Ottumwa, Iowa and Venu Works, Inc.

 Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution 41-2025.

DISCUSSION: The City has received a message from VenuWorks identifying an issue with cash flow related to operating costs. There are a number of events on the books; however, without sufficient cash on hand to pay for staff, marketing, and other related costs these events may not proceed thereby eliminating the potential for revenue. As a result, VenuWorks, Inc has requested a cash injection beyond the annual operating budget. The attached agreement lays out the terms of the injection and future reimbursement of the advanced funds.

Source of Funds: Fund 125 - Westgate TIF

Budgeted Item: Budget Amendment Needed: Yes

The funding would initially be advanced from Fund 125 Westgate TIF and placed in Fund 720 Bridge View Center. Additionally, if the agreement is approved Venu Works would also be advancing the \$70,000 originally meant for capital toward the operating. These funds are meant to be reimbursed and will be used for a capital purchase in the future. The rest of the agreement reflects the contribution of funds to be used as a "line of credit," which would be reimbursed from future proceeds at a 1% interest rate.

RESOLUTION NO. 41-2025

RESOLUTION APPROVING LOAN AGREEMENT BETWEEN THE CITY OF OTTUMWA, IOWA AND VENU WORKS OF OTTUMWA, LLC

WHEREAS, the City of Ottumwa, Iowa owns the Bridge View Center (BVC) facility; and

WHEREAS, the City of Ottumwa, Iowa has entered into contract with VenuWorks or Ottumwa, LLC to operate the facility on behalf of the city; and

WHEREAS, Venu Works of Ottumwa, LLC is experiencing an issue with operational cash flow and has requested a cash injection of \$150,000 to finance continued operation and cost of management, operation, catering/concession, and marketing services for the Bridge View Center; and

WHEREAS, Venu Works of Ottumwa, LLC has stated an interest to reimburse the City for these advanced funds; and

WHEREAS, an agreement between the City of Ottumwa and Venu Works of Ottumwa, LLC has been drafted to reflect the request and responsibilities of each entity; and,

WHEREAS, funds for said loan shall be transferred from Fund 125 Westgate TIF to Fund 720 Bridge View Center for distribution.

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

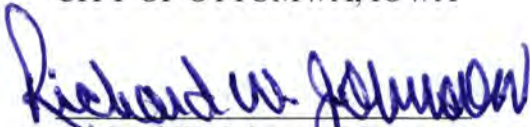
That the proposed Agreement between the City of Ottumwa and Venu Works, Inc. is hereby approved; and

That the Mayor and the City Clerk of the city of Ottumwa, Iowa, are hereby authorized and directed to execute said agreement on behalf of the City; and

That the transfer of \$150,000 from Fund 125 Westgate TIF to Fund 720 Bridge View Center is approved.

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

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

ATTEST:


Christina Reinhard, City Clerk



AGREEMENT

THIS AGREEMENT (hereinafter "Agreement") is made on or as of the 18 day of March, 2025, by and between the City of Ottumwa, Iowa, a municipality (hereinafter "City"), established pursuant to the Code of the State of Iowa and acting under the authorization of Chapter 15A of the Code of Iowa, as amended, and VenuWorks of Ottumwa, LLC, an Iowa limited liability company (hereinafter "Company").

WITNESSETH:

WHEREAS, the Company is a subsidiary of VENUWORKS, Inc, an Iowa corporation (hereinafter "Corporation"); and

WHEREAS, by Resolution No. 119-2024, adopted June 3, 2024, the City approved an amended and restated management agreement with the Company (the "Management Agreement") for the management of the Bridge View Center (the "Facility"); and

WHEREAS, pursuant to the Management Agreement, the City and Company agreed for the Company to provide management, operation, catering/concession, and marketing services for the Facility until June 30, 2029, with options to extend; and

WHEREAS, both parties desire to enter into this Agreement which provides for additional terms and conditions regarding the management, operation, catering/concession, and marketing services for the Facility; and

WHEREAS, Chapter 15A of the Code of Iowa provides that cities may provide grants and other financial assistance to private persons and businesses to advance economic development; and

WHEREAS, any financial assistance provided by the City to the Company under this Agreement will be used in furtherance of economic development and job creation within the City; and

WHEREAS, the City believes the fulfillment generally of this Agreement is in the vital and best interests of the City and in accord with the public purposes and provisions of the applicable State and local laws and requirements.

NOW, THEREFORE, in consideration of the promises and the mutual obligations of the parties hereto, each of them does hereby covenant and agree with the other as follows:

Section 1. Upon commencement of this Agreement, the City shall apply the Company's grant of Seventy Thousand Dollar (\$70,000) (the "Grant"), originally designated for capital investments under Section 3.8 of the Management Agreement, to the Facility's current Operating Budget. The Grant shall be used exclusively for third-party expenses and reasonable administrative overhead costs associated with the Facility's operation. Within four (4) years of commencement of this Agreement, the City shall reimburse the Company for the full amount of the Grant, after which the Grant shall be applied in accordance with Section 3.8 of the Management Agreement.

Section 2. The City shall defer payment of the Base Management Fee, as provided in Section 5.1 of the Management Agreement, until July 1, 2025. The Company shall refund or credit to the City any Base Management Fees the City advanced to the Company during the period from this Agreement's commencement until July 1, 2025.

Section 3. The City shall not pay the Company commission earned, if any, under Section 5.2.1 of the Management Agreement for Fiscal Year 2025.

Section 4. Line of Credit.

- A. Upon commencement of this Agreement, the City shall provide the Company with an unsecured line of credit in the amount of One Hundred Fifty Thousand Dollars (\$150,000) (the Line of Credit") to use for the Facility's operating fund.
- B. Beginning July 1, 2025, while any balance remains outstanding on the Line of Credit, the Company's Base Management Fees and Commissions under Sections 5.1 and 5.2 shall be reduced to 50% of the amounts stated therein. All Management Fees in Article 5 will be evaluated at the conclusion of each succeeding fiscal year and may be reinstated at the City's discretion. The company shall repay the Line of Credit from the surplus revenues of the Facility.
- C. The outstanding balance of the Line of Credit shall accrue interest at a fixed rate of 1.0% per annum until repaid in full.
- D. All funds advanced through the line of credit referred to in this Section shall remain City-owned funds, available for use by the Company to support operation of the Facility. In no situation shall unused funds be credited to or used by the Company for any purpose other than as specified in this Agreement.

Section 5. The Company shall use its best efforts to maximize revenues from use of the Facility, including, without limitation, reduction of unnecessary personnel, re-evaluation of event-booking policies, creation of new economy menus for catering and concessions, and finding naming sponsor(s). The Company shall manage the Facility in accordance with sound business practices and industry standards. All such recommended actions proposed by the Company shall require prior written approval by the City before implementation.

Section 6. Event of Default. If the Company fails to perform any of its obligations under this Agreement, the City may take any legal or equitable action deemed appropriate to enforce the Company's obligations under this Agreement.

Section 7. Iowa Law Controlling. This Agreement shall be governed and construed under the laws of the State of Iowa.

Section 8. Entire Agreement. This Agreement, together with the Management Agreement, shall constitute the entire agreement between the City and the Company and supersedes all other written and oral agreements, discussions, and negotiations.

Section 9. Amendments. This Agreement may not be amended or assigned by either party without the express written permission of the other party.

Section 10. Severability. In the event any term or provision of this Agreement is held to be unenforceable by a court of competent jurisdiction, the remainder shall continue in full force and effect, to the extent the remainder can be given effect without the invalid provision.

Section 11. Successors and Assigns. This Agreement is intended to and shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

Section 12. Termination Date. This Agreement shall terminate and be of no further force or effect on and after March 31, 2029, unless terminated earlier under the provisions of this Agreement.

IN WITNESS WHEREOF, the City has caused this Agreement to be duly executed in its name and behalf by its Mayor and its seal to be hereunto duly affixed and attested by its City Clerk, and the Company has caused this Agreement to be duly executed on or as of the 18 day of March, 2025.

[Remainder of page intentionally left blank; Signature pages follow]



(SEAL)

CITY OF OTTUMWA, IOWA

Richard W. Johnson
Richard W. Johnson, Mayor

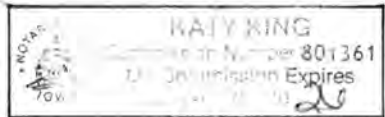
ATTEST:

Christina Reinhard
Christina Reinhard, City Clerk

STATE OF IOWA)
) SS
COUNTY OF WAPELLO)

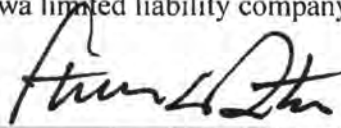
On this 18th day of March, 2025, before a Notary Public in and for the State, personally appeared Richard W. Johnson and Christina Reinhard, to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively of the City of Ottumwa, Iowa, a Municipality, created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipality, and that said instrument was signed and sealed on behalf of said Municipality by authority and resolution of its City Council and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipality by it voluntarily executed.

Katy King
Notary Public in and for said County and State



[Signature page to Loan Agreement – City]

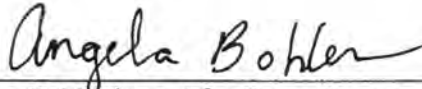
VenuWorks, of Ottumwa, LLC, an
Iowa limited liability company



Steven L. Peters, President

STATE OF IOWA)
) SS
COUNTY OF WAPELLO)

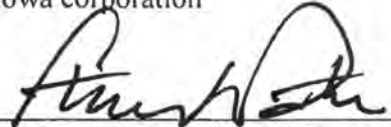
On this 13th day of March, 2025, before me the undersigned, a Notary Public in and for said State, personally appeared Steven Peters, to me personally known, who, being by me duly sworn, did say that he is President of VenuWorks of Ottumwa, LLC, and that said instrument was signed on behalf of said corporation; and that the said President as such officer, acknowledged the execution of said instrument to be the voluntary act and deed of said corporation, by him voluntarily executed.



Notary Public in and for Story County, Iowa

[Signature page to Loan Agreement Company]

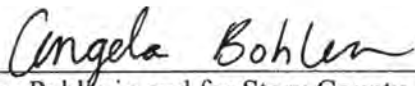
VENUWORKS, Inc, an
Iowa corporation



Steven L. Peters, President

STATE OF IOWA)
) SS
COUNTY OF WAPELLO)

On this 13th day of March, 2025, before me the undersigned, a Notary Public in and for said State, personally appeared Steven Peters, to me personally known, who, being by me duly sworn, did say that they are the President of VenuWorks, Inc., and that said instrument was signed on behalf of said corporation; and that the said President as such officer, acknowledged the execution of said instrument to be the voluntary act and deed of said corporation, by them voluntarily executed.



Notary Public in and for Story County, Iowa



[Signature page to Loan Agreement Corporation]

received
3:13:25 8Am

Item No. I.-2

CITY OF OTTUMWA Staff Summary

**** ACTION ITEM ****

Council Meeting of: Mar 18, 2025

Planning & Development
Department

Zach Simonson

Prepared By

Zach Simonson

Department Head

City Administrator Approval

AGENDA TITLE: Resolution No. 46-2025: A Resolution Removing a Special Assessment Applied to 204 N Iowa on Resolution No. 199-2024.

****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. 46-2025

DISCUSSION: Resolution 199-2024 included a special assessment for \$330 for delinquent mowing fees at 204 N Iowa Ave. This cost should not have been assessed because the owners paid those fees by cash. A receipt for the payment is attached. This resolution removes the assessment.

Source of Funds:

Budgeted Item:

Budget Amendment Needed:

RESOLUTION NO. 46-2025

A RESOLUTION REMOVING A SPECIAL ASSESSMENT APPLIED TO 204 N IOWA ON
RESOLUTION NO. 199-2024

WHEREAS, Resolution No. 199-2024 included a special assessment on Tract #64 for delinquent mowing fees on the property at 204 N Iowa in the amount of \$330.00 plus \$5.00 administrative cost; and

WHEREAS, the property owner had paid these fees in cash before the assessment and the fees should not have been assessed;

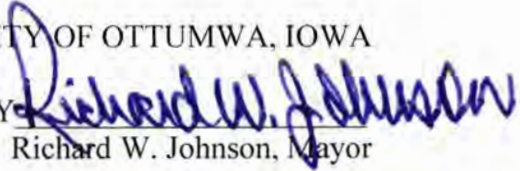
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
OTTUMWA, IOWA:

That the special assessment for 204 N Iowa in the amount of \$330 including administration costs and all interest be removed from Resolution No. 199-2024.

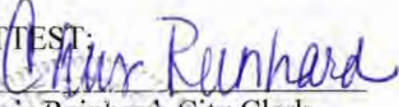
Approved, passed and adopted this 18th day of March 2025.

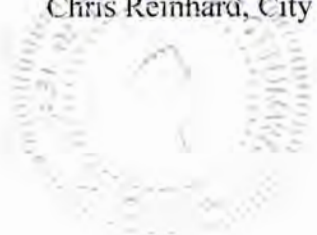
CITY OF OTTUMWA, IOWA

BY


Richard W. Johnson, Mayor

ATTEST:


Chris Reinhard, City Clerk



RESOLUTION NO. 199-2024

A RESOLUTION ASSESSING 2023 WEED MOWING CHARGES AGAINST CERTAIN LOTS IN THE CITY OF OTTUMWA, IOWA.

WHEREAS, in accordance with section 24-6(c) of the Municipal Code of the City of Ottumwa, Iowa, public notice was given to property owners of the City to cut or destroy any weeds, vines, brush and dead, damaged or unsightly bushes, trees or other offensive growth; and

WHEREAS, Upon the failure of the property owner to cut or destroy said growth, The City caused the same to be done by the City of Ottumwa's weed mowing contractor for the calendar year 2023, and said costs to be assessed to the owner or owners of the lot or parcel of ground; and

WHEREAS, the Code of Iowa, Section 364.12 allows the City Council to assess costs of abating nuisances against real estate taxes in the same manner as the property tax, and In accordance with 24-6(c) of Ottumwa Municipal Code, said costs and expenses associated with the cutting of weeds are to be assessed against the owner of said lots or parcels; and

WHEREAS, said costs for the mowing of weeds, vines, etc., for the calendar year 2023 are attached and made a part of this resolution.

NOW, THEREFORE BE IT RESOLVED THAT the attached 2023 weed mowing charges be assessed against the respective properties and the City Clerk to certify said assessments to the County Treasurer to be collected on the tax rolls.

Approved, passed and adopted this 17th of September 2024.

CITY OF OTTUMWA, IOWA

BY:

Richard W. Johnson, Mayor

ATTEST:

Chris Reinhard, City Clerk



[CITY OF]

OTTUMWA

Case #: 6068

Address: 204 N IOWA

City: OTTUMWA

State: IA

Zip: 52501-0000

Receipt #: 31

Date: 04/02/2024

Paid By: ASHLEY DAWN GLENN

Description: ABATEMENT FEE FOR 2023

Payment Type: CASH

Payment Type Description: CASH

Accepted By: DEBRA JARR

Fees Paid

Fee Name	Description	Factor	Total Fee Amount	Amount Paid
Mowing Fee	Admin Fee	0.00	50.00	50.00
Mowing Fee	Mowing	130.00	130.00	130.00
			Total:	\$180.00

Tyler.

641-954-0585

58	PARCEL #007416540055000 MARY	JUAN JOSE PEREZ ESPARZA	HARDING PARK ADD LOT 2 BLK 2 (LOT ON E MARY)	750	150	900	4733
59	PARCEL #007414060030000 CLAY	CARLUS AND ROSALIE ALLMAN	SUMMER'S 3RD ADD LOT 9 EX THE E 15' (VAC LOT ON CLAY	960	150	1110	4720
60	PARCEL #007413230061000	WILLIAM BROWN	DIXON & HUTCHINSON'S ADD SE 47' OF NW 1/2 LOT 54	700	150	850	5380
61	PARCEL #007417840004000 VENTURE	HORNE DEVELOPMENT	HORNE SECOND SUB OF LOT 3 OF HORNE SUB DIV-OUTLOT 5	700	150	850	5382
62	1016 S WELLER	COLT STEWART	HARDING PARK ADD LOT 21 BLK 2 (1016 S WELLER) (VIN 0252463H)	277.5	150	422.5	6046
63	901 QUEEN ANNE	SONDRA BREUKLANDER	J J MC COY-BAKERS 2ND ADD LOT 9 (901 QUEEN ANNE	180	150	330	6081
64	204 N IOWA	ASHLEY GLENN	REDMAN'S 1ST LOT 8 (204 N IOWA AVE)	180	150	330	6068
65	808 ALBIA	LA FORTUNA PROPERTIES LLC	OVERMANS SUB PT LOTS 1&2 LIES S'LY&W'LY OF PT SOLD&OVERMANS SUB LT3 EX PT SOLD & EX PT TO CITY FOR STREET (808 ALBIA	245	150	395	6071
66	449 E FOURTH	NRM3 LLC	CONNELL'S ADD LOT 3 (449 E FOURTH ST	180	150	330	6031
67	1317 E MAIN	MARK NGUYEN	JANNEY'S ADD LOT 5 BLK 3 (1317 E MAIN)	245	150	395	6060
68	923 E SECOND	MACKENZY DUVERT	BLAKES ADD PT L12 BL K15 BG SECOR L12/N61 6/W50 27-W LN L12/S 62 75/E50 25-BG	245	150	395	6065
69	714 N COOPER	RYAN NEGRETTE	COOPERS ADD LOT 27 (714 N COOPER	245	150	395	6074
70	1235 HUTCHINSON AVE	SILVER LININGS RANCH LLC	PT LOT 9 OF WM H HAM MONDS SUB OF S1/2 NW SEC 20-72-13 BEING THE ELY&EX PT SOLD & EX EASEMENT TO WAPELLO CO (1235 HUTCHINSON AVE)	440	150	590	6036
71	638 E MAIN	ROBERT VENEZIA	SINNAMONS SUB OL 4 NW 6 33 LOT 2 SE19 7 LOT 3 NW 41 29 OF SE 59 59 LOT 2 (638 E MAIN)	342.5	150	492.5	6079
72	1309 CASTLE	CHAD TOOPES	CASTLES 2ND ADD LOTS 3 & 4 (1309 CASTLE)	310	150	460	6063
73	749 N GREEN	RONALD SCHLENZEN	MAST AND FULTONS LOT 62 (749 N GREEN)	245	150	395	6073
TOTAL ASSESSED FILES				\$42,300.00	\$10,950.00	\$53,245.00	

received
3-13-25 1245

Item No. I-3


CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: March 18, 2025

Engineering
Department

Phillip Burgmeier
Prepared By

Department Head


City Administrator Approval

AGENDA TITLE: Resolution #48-2025. Approving a Professional Services Agreement between the City of Ottumwa and Garden & Associates for the Oxbow Lagoon Link Trail Project and authorizing the Mayor to sign the Agreement.

****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 #48-2025.

DISCUSSION: The Agreement provides for professional services in connection with design of the Oxbow Lagoon Link Trail. Garden will perform topographic survey and civil engineering services. Project plan preparation would continue as necessary to satisfy the IDOT letting process with an anticipated letting date of January 2026.

Geotechnical investigation, structural design, electrical design, and construction phase services are not included as part of this Agreement. Additional studies that may be required because of federal funding such as archaeological, environmental, or historical investigations are also outside the scope of this agreement.

Fees will be billed on a time and materials basis with an estimated cost of \$60,000.

Estimated Design Contract: \$60,000.00

Source of Funds: 309 - Park Capital Projects

Budgeted Item: YES

Budget Amendment Needed: NO

RESOLUTION NO. #48-2025

A RESOLUTION APPROVING THE PROFESSIONAL SERVICES
AGREEMENT BETWEEN THE CITY OF OTTUMWA AND GARDEN & ASSOCIATED, LTD,
FOR THE OXBOW LAGOON LINK TRAIL PROJECT

WHEREAS, This Agreement provides for the topographic survey and civil engineering services to establish a trail layout; and

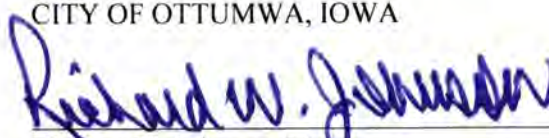
WHEREAS, The survey and civil engineering services of Garden & Associates, Ltd, is estimated at \$60,000.00 as described in the agreement, and

WHEREAS, Geotechnical investigation, structural design, electrical design, and construction phase services are not included as part of this Agreement. Additional studies that may be required because of federal funding such as archaeological, environmental, or historical investigations are also outside the scope of this agreement.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA THAT: The Agreement between the City of Ottumwa and Garden & Associates, Ltd. for the above referenced project is hereby approved and the Mayor is authorized to sign the Agreement.

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

CITY OF OTTUMWA, IOWA



Richard W. Johnson, Mayor

ATTEST:



Christina Reinhard, City Clerk



PROFESSIONAL SERVICES AGREEMENT

This agreement made between City of Ottumwa, Iowa

the CLIENT and GARDEN & ASSOCIATES, LTD., the CONSULTANT, for services concerning the following PROJECT:

Oxbow Lagoon Link Trail – approximately 4,000 feet of 8 foot wide recreation trail.

GARDEN & ASSOCIATES, LTD. agrees to perform the following professional services in connection with the PROJECT:

-Topographic survey and design services per our proposal letter dated March 10, 2025.

-Coordination of required project investigations and permitting.

The CLIENT hereby agrees to provide the CONSULTANT all criteria, design and construction standards, and full information as to the CLIENT’S requirements for the PROJECT. Other terms and conditions of this contract, including time of performance are as follows:

-Preparation and execution of necessary easements.

-Construction phase services aside from consultation on plan questions.

The CLIENT agrees to compensate the CONSULTANT for services rendered under this agreement on the following basis:

Standard hourly rates with an estimated cost of \$60,000. Current standard rate schedule is attached.

THIS AGREEMENT IS SUBJECT TO ALL THE TERMS AND CONDITIONS ATTACHED HERETO.

This agreement represents the entire and integrated agreement between the CLIENT and the CONSULTANT and supersedes all prior negotiations, representations or agreements, either written or oral. This agreement may be amended only by written instrument signed by both the CLIENT and the CONSULTANT.

Richard W. Johnson
CLIENT Richard W. Johnson, Mayor

3/18/25
DATE

[Signature]
FOR GARDEN & ASSOCIATES, LTD.

3/13/25
DATE

ATTACHMENT TO AGREEMENT FOR PROFESSIONAL SERVICES
GENERAL CONDITIONS

Reference Conditions: Garden & Associates, Ltd. will hereinafter be referenced as CONSULTANT and the above referenced CLIENT will be referred to as CLIENT. The Project may be hereinafter referenced either as the "Project" or by abbreviation as above set forth.

Change Order: The term "Change Order" as used herein is a written order to CONSULTANT and signed by CONSULTANT and CLIENT, after execution of this Agreement, authorizing a change in the services, including additions or deletions and/or change of prices for such services. Each Change Order shall be considered an amendment to this Agreement.

Severability: The provision of this Agreement shall be severable, and if any clause, sentence, paragraph, provision, or other part hereto shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder hereof, which remainder shall continue in full force and effect.

Billings/Payments: Invoices for services shall be submitted at CONSULTANT's option either upon completion of such services or on periodic basis. Invoices shall be payable within 30 days after the invoice date. If the invoice is not paid within 30 days, CONSULTANT may, without waiving any claim or right against the CLIENT and without liability whatsoever to the CLIENT, terminate the performance of the service. Retainers shall be credited on the final invoice.

Late Payments: Accounts unpaid 30 days after the invoice date may be subject to a monthly service charge of 1.50% on the then unpaid balance (18.0% true annual rate) at the sole election of CONSULTANT. In the event any portion or all of an account remains unpaid 90 days after billing, the CLIENT shall pay all costs of collection including reasonable attorney's fees.

Waiver: No waiver by either party of any breach, default, or violation of any term, warranty, representation, agreement, covenant, condition, or provision hereof shall constitute a waiver of any subsequent breach, default, or violation of the same or any other term, warranty, representation, agreement, covenant, condition, or provision hereof. All waivers must be in writing.

Applicable Law: The validity, performance, and construction of this Agreement shall be governed by and construed according to the laws of the State of Iowa.

Standard of Care: Services performed by CONSULTANT under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other representation expressed or implied, and no warranty of guarantee is included or intended in this Agreement, or in any report, opinion document, or otherwise.

Professional Liability: CLIENT agrees to limit CONSULTANT's liability to CLIENT and to all construction contractors and subcontractors on the "Project" arising from negligent professional acts, errors, or omissions, such that CONSULTANT's total aggregate liability shall not exceed \$50,000.00 or the total fee for this contract, whichever is greater.

Indemnification: The CLIENT shall indemnify and hold harmless CONSULTANT and all of its personnel from and against any and all claims, damages, losses, and expenses (including reasonable attorney's fees) arising out of or resulting from the performance of the services, provided that any such claim, damage, loss, or expense is caused in whole or in part by the negligent act, omission, and/or strict liability of the CLIENT or anyone directly or indirectly employed by the CLIENT (except CONSULTANT). CONSULTANT shall indemnify and hold harmless the CLIENT and all of its personnel from and against damages, losses and expenses arising out of or resulting from the performance of the services, up to the limit of liability agreed to under the professional liability section of this contract, provided that any such claim, damage, loss, or expense is caused in whole or in part by the negligent act, omission of CONSULTANT or anyone directly or indirectly employed by CONSULTANT (except the CLIENT). In any instance where there is a claim for damages, losses, and expenses resulting from the proven negligent acts of both the CLIENT and CONSULTANT, then the responsibility shall lie between the CLIENT and CONSULTANT in proportion to their contribution of negligence. In no case shall CONSULTANT's liability exceed the limit of liability established under the Professional Liability Section of this contract, and in no event shall liability exist for any lost profits or loss of use.

Terms: Unless sooner terminated or extended as provided herein, this Agreement shall remain in full force and affect from the date first written on the Agreement until the date of completion of the services or either party becomes insolvent, make an assignment for the benefit of creditors, or a bankruptcy petition is filed by or against it. Either party may terminate the Agreement at any time by giving written notice of such termination to the other party. Upon such termination of this Agreement, CLIENT shall pay and reimburse CONSULTANT for services rendered and costs incurred by CONSULTANT prior to the effective date of termination. The indemnification of CONSULTANT by CLIENT wherever stated herein shall survive the termination of this Agreement regardless of cause of termination.

Without Representation or Warranty: CONSULTANT makes no representation or warranty of any kind, including but not limited to, the warranties of fitness for a particular purpose or merchantability, nor for such warranties to be implied with respect to the data or service furnished. CONSULTANT assumes no responsibility with respect to CLIENT's use thereof.

Applicability: These General Conditions, being part of an Agreement for Professional Services between the parties above listed, shall by agreement of said parties delete paragraphs that have been crossed out and initialed by both parties as not being applicable to this Project. In all other instances, the parties reaffirm the listed paragraphs in this document.

On-site Observation: In the event that any on-site observation of Contractors' work shall be included as a part of these services, the CONSULTANT shall endeavor to guard the CLIENT against apparent defects and deficiencies in the permanent work constructed by the Contractor but does not guarantee or warrant the performance of the Contractor. The CONSULTANT is not responsible for the construction means, methods, techniques, sequence or procedures, time of performance, programs, or for any safety precautions in connection with the construction work. The CONSULTANT is not responsible for the Contractor's failure to execute the work in accordance with the construction contract, nor is the CONSULTANT responsible for defects or omissions in work performed as part of any construction contract by the Contractor, or any Subcontractors or any of the Contractor's or Subcontractor's employees, or that of any person or entities responsible for performing such work.

Time of Performance: Neither party shall hold the other responsible for damages or delay in performance caused by acts of God, strikes, walkouts, accidents, Government acts, or other events beyond the control of the other or the other's employees and agents.

Opinion of Construction Cost: Any Opinion of Construction Cost prepared by the CONSULTANT represents his judgment as a design professional and is supplied for the general guidance of the CLIENT. Since the CONSULTANT has no control over the cost of labor and material or over competitive bidding or market conditions, the CONSULTANT does not guarantee the accuracy of such opinions as compared to Contractor bids or actual cost to client.

Additional Services: Normal and customary services do not include services as defined as Additional Services. Additional Services shall be performed as requested in writing by the CLIENT and shall be billed to the CLIENT on an hourly basis at hourly fees set forth in the CONSULTANT's Standard Fee Schedule or as set forth in a written Scope of Services defined by the CLIENT and the CONSULTANT.

Fee Schedule: Where lump sum fees have been agreed to between the parties, they shall be so designated in the Agreement attached hereto and by reference made a part hereof. Where fees are based upon hourly charges and reimbursable expenses for services and costs incurred by CONSULTANT, they shall be based on the annually adopted Standard Rate Schedule of CONSULTANT for the period from March 1st through February 28th of each year. The Standard Rate Schedule will annually be subject to change each March 1st of each year.

Enforcement: In the event Client should fail to perform any obligation hereunder, Client agrees to pay all costs of enforcement, including CONSULTANT's reasonable attorney fees and court costs. The parties further agree that in the event of litigation thereon, that the District Court of Mahaska County shall have exclusive jurisdiction, unless waived in writing by CONSULTANT.

GARDEN & ASSOCIATES, LTD.
2025 RATE SCHEDULE

<u>CLASSIFICATION</u>	<u>Hourly Rate</u>
Principal Engineer	\$ 179.00
Project Manager	\$ 173.00
Engineer 1	\$ 160.00
Engineer 2	\$ 145.00
Engineer 3	\$ 136.00
Engineer 4	\$ 122.00
Engineer 5	\$ 115.00
Surveyor 1	\$ 146.00
Surveyor 2	\$ 140.00
Surveyor 3	\$ 124.00
Technician 1	\$ 136.00
Technician 2	\$ 114.00
Technician 3	\$ 108.00
Technician 4	\$ 100.00
Technician 5	\$ 88.00
Technician 6	\$ 72.00

REIMBURSABLE EXPENSES

Mileage, Per Mile	\$ 0.70
Printing, Per Square Foot	\$ 0.30
Printing - Color, Per Square Foot	\$ 2.00
Copying, Per Sheet	\$ 0.30
Copying - Color, Per Sheet	\$ 1.50
GPS Survey Equipment, Per Hour	\$ 53.00
Robotic Total Station Equipment, Per Hour	\$ 53.00
ATV GPS Mapping, Per Hour	\$ 145.00
Laser Scanning, Per Hour	\$ 170.00
GIS, Mapping Equipment, Per Hour	\$ 13.00

OTHER REIMBURSABLE EXPENSES

- 1 Charges for outside services such as soils and materials testing, fiscal, and legal will be billed at their invoice cost.
- 2 All other direct expenses will be invoiced at cost.

ADJUSTMENTS TO FEE SCHEDULE

- 1 Rate Schedule effective March 1, 2025 through February 28, 2026. The Rate Schedule shall be subject to change each March 1st of each year.

received

3.14.25 830

CITY OF OTTUMWA Staff Summary

**** ACTION ITEM ****

Council Meeting of: Mar 18, 2025

Jake Rusch

Prepared By

Zach Simonson

Department Head

Planning & Development

Department

City Administrator Approval

AGENDA TITLE: Resolution No. 49-2025: A Resolution of Support for American Gothic Performing Arts to Begin Research Efforts to establish an Arts and Culture Strategic Plan for the City of Ottumwa.

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. 49-2025.

DISCUSSION:

At the previous Council meeting, American Gothic Performing Arts Executive Artistic Director Dennis Willhoit spoke about an effort his organization has taken to begin an arts and culture strategic plan for the City of Ottumwa. Such a plan is an action item identified in the 2040 Comprehensive Plan. This is a resolution of support for that effort. AGPA has taken on raising the funds, about \$9,000, for Phase 1 of this effort. The City is asked to assist by making staff available for stakeholder conversations, providing support from the planning department, providing meeting space for focus groups, promoting and publicizing the planning and planning materials and, most importantly, by adopting the Strategic

Source of Funds:

Budgeted Item:

Budget Amendment Needed:

Plan, when it is available, and committing to act on recommendations that will support arts and culture in Ottumwa.

RESOLUTION NO. 49-2025

A RESOLUTION OF SUPPORT FOR AMERICAN GOTHIC PERFORMING ARTS TO BEGIN RESEARCH EFFORTS TO ESTABLISH AN ARTS AND CULTURE STRATEGIC PLAN FOR THE CITY OF OTTUMWA

WHEREAS, *Our Ottumwa 2040 Comprehensive Plan* identified creating an Arts and Culture Masterplan for the City of Ottumwa as an action item to promote community pride and stewardship of place; and

WHEREAS, arts and culture planning is a place-based effort to identify community assets and needs to improve and organize the ways that the arts can assist in economic development, historic preservation, place making and storytelling, tourism and quality of life; and

WHEREAS, Ottumwa is home to a number of cultural organizations including the Arts Council, the Ottumwa Symphony Orchestra, the Municipal Band, the Ottumwa Community Players as American Gothic Performing arts; and

WHEREAS, a number of other community organizations with wider economic development and community service missions also provide outstanding work in areas of community art and culture including Main Street Ottumwa, the Legacy Foundation, the Ottumwa Public Library, the Rotary Club and more; and

WHEREAS, American Gothic Performing Arts, led by Executive Artistic Director Dennis Willhoit has taken the initiative to begin research efforts by enlisting Dr. Matthew Hinsley to complete Phase I Foundational Analysis of Arts & Culture in Ottumwa; and

WHEREAS, American Gothic Performing Arts generously volunteered to raise the funds necessary to complete this initial effort, about \$9,000; and

WHEREAS, American Gothic Performing Arts has requested assistance from the City in supporting this effort including by making Planning Department Staff available to assist Dr. Hinsley, making Staff and Councilmembers available for stakeholder conversations, providing meeting space for focus groups, promoting and publicizing the planning and planning materials and, most importantly, by adopting the plan and committing to act on recommendations that will support arts and culture in Ottumwa.

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

That the City Council of Ottumwa eagerly supports the effort by American Gothic Performing Arts to begin research efforts to establish an Arts and Culture Masterplan for the City of Ottumwa and directs Staff to provide reasonable assistance in producing the plan.

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

Richard W. Johnson
Mayor

ATTEST:

Christine Reinhard
City Clerk





CITY OF

OTTUMWA

Citizen Input Request Form

3.18.2025

Council Meeting Date

Name: Mitch Miller

Address: _____

Item No. to Address: _____

(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:

G-1 Sewer rates

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

3/18/2025

Council Meeting Date

Name: Tony Long

Address: 14277 120th St Ott Ia

Item No. to Address: _____
(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:

sewer Gr.

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

3.18.2025

Council Meeting Date

Name: Mick Weber

Address: _____

Item No. to Address: _____

(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:

 I-1 Venuworks

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

16 March 2004
Council Meeting Date

Name: Dennis Willhart

Address: 334 E 5th

Item No. to Address: loan to BVC

(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

3.18.2025

Council Meeting Date

Name: Tom HAZIO

Address: 2301 N. Court

Item No. to Address: General Comments
(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:

Procedures in City

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

3-18-2025

Council Meeting Date

Name: Eric Swanson

Address: 317 G MAIN

Item No. to Address: J

(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:

Public forum

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.

Why is he here and what does he want?

1. Interested in the Council and City-be involved.
2. Employees are the most important resource for the City

Firing of Zach Simonsen

March 13, 2025

I was surprised when I read in the Courier on March 14th, 2025 that Zach Simonsen had been fired and no reason was given in the paper for this action.

You owe the citizens an explanation for this termination. You can say that this is a personnel matter and confidential but the Open Records chapter 22 says differently. Chpt. 22.7 (11a) says that this is a public record and reasons must be given. (p74)

I have since received a copy of the reason, thanks to the Courier FOIA request. But it should have been included in the news release to the Courier. It left me wondering what he did to warrant a firing!

So even though the City Administrator can hire and fire, he does so with the approval of the city council. The Council is ultimately responsible for the final actions taken in the city.

Human Resources is supposed to help our employees prosper, and grow in their jobs. However, our HR director has destroyed

that possibility. The HR director is not trusted, nor supported by a majority of the city employees. The “word on the street” is that she runs the city and that you will be fired if you disagree with her. Zach shared some of the information about the issue of time records, task assignments, and the confrontation with another staff. The subordinate had violated city policy and was held accountable. He said he was firm and professional. He was put on a ‘Personal Improvement Plan’. He was told he was making progress and then shortly thereafter fired.

This firing has the chilling effect of lowering the staff morale, destroying trust, and eliminating open communication. It will set the city backward for some time in terms of employee engagement! Staff is afraid—who is next?

I believe that the City Council has a duty to demand a full and completed review of the process used to make this decision. This seems to be a pattern of dealing with employees who disagree with HR. By law you also need to give the reason(s) for this action. This action seems very similar to one that took place two years ago involving another Department Head. This kind of action will make it difficult to find a replacement in light of the past actions of the City. Who will assume the duties that Zach had and what does this do to our plans and current involvements with grants and projects.

I believe that Zach has a good case for Wrongful Termination and could take the City to Court should he decide to do so.

Maybe it is time to make some personnel changes-- based on past issues with many of the city staff.

Staff morale is the lowest I have ever seen in the past 20 years.

I hope you will talk to employees to learn for yourselves.

Tom Lazio