



TENTATIVE AGENDA
OTTUMWA CITY COUNCIL

SPECIAL MEETING NO. 17
Council Chambers, City Hall

May 24, 2022
5:00 O’Clock P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Council Member Roe, Galloway, McAntire, Hull, Pope and Mayor Johnson.

APPROVAL OF AGENDA

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.)

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

1. Resolution No. 138-2022, Fixing date for a Public Hearing on the proposal to convey certain real property to Joe Wiley, and Providing for publication of notice thereof.

RECOMMENDATION: Pass and adopt Resolution No. 138-2022.

2. Resolution No. 139-2022, Authorizing a request for designating a portion of Fourth Street with the Honorary Street Name – Dr. MLK, Jr. Way.

RECOMMENDATION: Pass and adopt Resolution No. 139-2022.

3. Beer and/or liquor applications for: Ottumwa Elks Lodge 347, temporary outdoor service area 6/21-6/25/22 at the Jimmy Jones Shelter; all applications pending final inspections.

RECOMMENDATION: Approve the temporary outdoor service area for the Ottumwa Elks Lodge 347.

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.

Recess – Council will reconvene in Room 108 to conduct Work Session Proceedings in order to utilize technology for discussion and visual easement. No legislative action will occur during work session proceedings; nor will this portion of the meeting be televised. The Public is welcome to attend in Room 108.

ROLL CALL: Council Member Roe, Galloway, McAntire, Hull, Pope and Mayor Johnson.

1. Ordinance No. 3198-2022, an Ordinance Repealing and Replacing Chapter 7, Animals and Fowl, of the Municipal Code of the City of Ottumwa. Work through specific changes to the Ordinance as requested by Council and formalized by Legal. This item will be presented at a later date for legislation action.
2. City of Ottumwa, Human Rights Commission – Charter, Responsibilities, Ordinance.

ADJOURNMENT

***** 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: 5/20/2022 TIME: 11:00 AM NO. OF PAGES 3
(Including Cover Sheet)

TO: News Media CO: _____

FAX NO: _____

FROM: Christina Reinhard

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

MEMO: Tentative Agenda for the Special City Council Meeting #17 to be held on
5/24/2022 at 5:00 P.M.

*** FAX MULTI TX REPORT ***

JOB NO. 1043
DEPT. ID 4717
PGS. 3

TX INCOMPLETE -----
TRANSACTION OK 96847834
916606271885
96823269
ERROR 96828482

Ottumwa Courier
KTVO
Ottumwa Waterworks
Tom FM



CITY OF
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JOB NO.	1043	
DEPT. ID	4717	
ST. TIME	05/20 11:01	
SHEETS	3	
FILE NAME		
TX INCOMPLETE	-----	
TRANSACTION OK	96847834	Ottumwa Courier
	916606271885	KTVO
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MEMO: Tentative Agenda for the Special City Council Meeting #17 to be held on 5/24/2022 at 5:00 P.M.

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: May 24, 2022

Planning & Development
Department

Zach Simonson
Prepared By
Zach Simonson
Department Head



City Administrator Approval

AGENDA TITLE: RESOLUTION NO. 138-2022: RESOLUTION FIXING DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO CONVEY CERTAIN REAL PROPERTY TO JOE WILEY, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution No. 138-2022.

DISCUSSION: This resolution sets the June 7, 2022 as the date and time for a public hearing to consider the sale of City property at the airport to Joe Wiley for \$16,500. The property has been appraised and the FAA has issued a deed of release.

Source of Funds:

Budgeted Item: Budget Amendment Needed:

ITEM TO INCLUDE ON AGENDA

CITY OF OTTUMWA, IOWA

May 24, 2022

5:30 p.m.

- Resolution fixing date for a public hearing on the proposal to convey certain real property to Joe Wiley

IMPORTANT INFORMATION

1. The above agenda items should be included, along with any other agenda items, in the meeting agenda. The agenda should be posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the body holding the meeting. If no such office exists, the notice must be posted at the building in which the meeting is to be held.
2. If you do not now have a bulletin board designated as above mentioned, designate one and establish a uniform policy of posting your notices of meeting and tentative agenda.
3. Notice and tentative agenda must be posted at least 24 hours prior to the commencement of the meeting.

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

May 24, 2022

The City Council of the City of Ottumwa in the State of Iowa, met in special session, in the Council Chambers, City Hall, 105 E. Third St., Ottumwa, Iowa at 5:30 p.m., on the above date. There were present Mayor Johnson in the chair, and the following named Council Members:

Cara Galloway, Doug McAntire, Sandra Pope

Absent: Marc Roe, Russ Hull

Vacant: None

* * * * *

Council Member Pope then introduced the following proposed Resolution entitled "RESOLUTION FIXING DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO CONVEY CERTAIN REAL PROPERTY TO JOE WILEY, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF", and moved that the same be adopted. Council Member McAntire seconded the motion to adopt. The roll was called, and the vote was:

AYES: Galloway, McAntire, Pope

Absent: Roe, Hull

NAYS: _____

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

RESOLUTION NO. 138-2022

RESOLUTION FIXING DATE FOR A PUBLIC HEARING ON THE
PROPOSAL TO CONVEY CERTAIN REAL PROPERTY TO JOE WILEY,
AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, the City Council of the City of Ottumwa (the "City") has received a proposal from Joe Wiley (the "Buyer") in the form of a proposed Real Estate Purchase Agreement (the "Agreement") for the sale of certain City-owned real property to the Buyer for \$16,500 and other good and valuable consideration, under the terms and conditions set forth in the Agreement; and

WHEREAS, the real property proposed to be sold and conveyed to the Buyer under the Agreement is legally described as follows:

Lot 1 of Ottumwa Airport Subdivision No. 5, which is a part of the Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4) Section Twenty-six (26), Township Seventy-three (73) North, Range Fourteen (14) West of the 5th P.M. in Wapello County, Iowa and is more particularly described as follows:

Commencing at the Southeast corner of the Northeast Quarter (NE 1/4) Section 26; thence South 89°51'00" West 80.00 feet along the South line thereof; thence North 00°20'00" West 50.00 feet on a line that is 80.00 feet West of and parallel with the East line thereof; thence North 00°20'00" West 886.99 feet along the West line of Airport Road to the Southeast corner of Ottumwa Airport Subdivision No. 4; thence South 89°36'55" West 309.15 feet along the South line of Subdivision No. 4 to the Northeast corner of said Lot 1 of Ottumwa Airport Subdivision No. 5 and the Point of Beginning; thence continuing South 89°36'55" West along the North line of said Lot 1 a distance of 90.39 feet; thence North 00°22'45" West 17.53 feet along said North line; thence South 89°37'25" West 193.44 feet along said North line to the Northwest corner of said Lot 1; thence South 00°18'35" East 386.89 feet along the West line of said Lot 1 to the Southwest corner thereof; thence North 44°41'25" East 107.94 feet along the South line of said Lot 1; thence North 89°45'05" East 207.54 feet along said South line to the Southeast corner of said Lot 1; thence North 00°18'35" West 293.60 feet along the East line of said Lot 1 to the Point of Beginning, containing 2.06 acres.

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

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

Section 1. That this Council meet in the City Hall, at 5:30 p.m. on June 7, 2022, for the purpose of taking action on the matter of the proposal to convey real property to Joe Wiley.

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

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

(One publication required)

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF OTTUMWA
IN THE STATE OF IOWA, ON THE MATTER OF THE PROPOSAL TO CONVEY REAL
PROPERTY TO JOE WILEY, AND THE HEARING THEREON

PUBLIC NOTICE is hereby given that the Council of the City of Ottumwa in the State of Iowa, will hold a public hearing on June 7, 2022, at 5:30 p.m. in the Council Chambers, City Hall, 105 E. Third St., Ottumwa, Iowa, at which meeting the Council proposes to take action on the proposal to convey certain City-owned real property to Joe Wiley (the "Buyer") for \$16,500 and other good and valuable consideration under the terms of a proposed Real Estate Purchase Agreement (the "Agreement"). The real property proposed to be sold and conveyed is legally described as follows:

Lot 1 of Ottumwa Airport Subdivision No. 5, which is a part of the Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4) Section Twenty-six (26), Township Seventy-three (73) North, Range Fourteen (14) West of the 5th P.M. in Wapello County, Iowa and is more particularly described as follows:

Commencing at the Southeast corner of the Northeast Quarter (NE 1/4) Section 26; thence South 89°51'00" West 80.00 feet along the South line thereof; thence North 00°20'00" West 50.00 feet on a line that is 80.00 feet West of and parallel with the East line thereof; thence North 00°20'00" West 886.99 feet along the West line of Airport Road to the Southeast corner of Ottumwa Airport Subdivision No. 4; thence South 89°36'55" West 309.15 feet along the South line of Subdivision No. 4 to the Northeast corner of said Lot 1 of Ottumwa Airport Subdivision No. 5 and the Point of Beginning; thence continuing South 89°36'55" West along the North line of said Lot 1 a distance of 90.39 feet; thence North 00°22'45" West 17.53 feet along said North line; thence South 89°37'25" West 193.44 feet along said North line to the Northwest corner of said Lot 1; thence South 00°18'35" East 386.89 feet along the West line of said Lot 1 to the Southwest corner thereof; thence North 44°41'25" East 107.94 feet along the South line of said Lot 1; thence North 89°45'05" East 207.54 feet along said South line to the Southeast corner of said Lot 1; thence North 00°18'35" West 293.60 feet along the East line of said Lot 1 to the Point of Beginning, containing 2.06 acres.

A copy of the Agreement is on file for public inspection during regular business hours in the office of the City Clerk, City Hall, City of Ottumwa, Iowa.

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

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

Dated this 24 day of May 2022.

Christina Reinhard

City Clerk, City of Ottumwa in the State of
Iowa

(End of Notice)

PASSED AND APPROVED this May 24, 2022.

Richard W. Johnson

Mayor

ATTEST:

Christina Reinhard

City Clerk

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF WAPELLO)

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

WITNESS my hand and the seal of the Council hereto affixed this 24 day of May, 2022.

Christina Runhard
City Clerk, City of Ottumwa, State of Iowa

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: May 24, 2022

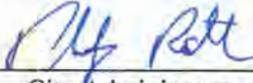
Philip Rath

Prepared By

Administration

Department

Department Head



City Administrator Approval

AGENDA TITLE: Resolution 139-2022 - Resolution Authorizing a Request for Designating a Portion of 4th Street with the Honorary Street Name - Dr. MLK, Jr. Way.

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution 139-2022

DISCUSSION: Councilwoman Pope had requested that a section of 4th Street be designated with a street name honoring Dr. Martin Luther King, Jr. This section has been identified as the intersecting streets of Jefferson Street to Wapello Street. The signs can be made by city staff and would be white lettering on a red background and installed below the current street signs. This request does not change any addresses along this route.

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed:

RESOLUTION NO. 139-2022

RESOLUTION DESIGNATING A PORTION OF 4TH STREET WITH THE HONORARY STREET NAME – DR. MLK, JR. WAY

WHEREAS, the city has received a request to designate the portion of 4th Street from Jefferson Street to Wapello Street with the honorary name of “Dr. MLK, Jr. Way”; and

WHEREAS, the honorary designation would be affixed to the poles below the current street signage, is of a different color than the standard street signage and does not change the addresses of property along the street; and

WHEREAS, the request is meant to coordinate with other holiday festivities in association with the upcoming Juneteenth celebration; and

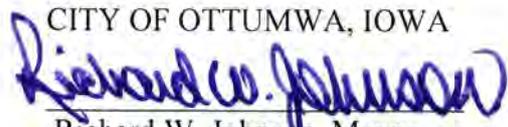
WHEREAS, the City Code does not currently address such requests, thereby leaving it to the discretion of the city council to consider.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Ottumwa, Iowa, that the requested designation is approved and staff is directed to create and install the signage to designate the identified area with the honorary street name; and

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

BE IT FURTHER RESOLVED, by the Ottumwa City Council of the City of Ottumwa, Iowa, that city staff is directed to establish a process and recommend city code to address such requests received for future consideration.

APPROVED, PASSED AND ADOPTED, this 24th day of May, 2022.

CITY OF OTTUMWA, IOWA

Richard W. Johnson, Mayor

ATTEST:



Christina Reinhard, City Clerk

Chris Reinhard

From: noreply@salesforce.com on behalf of IOWA ABD Licensing Support
<elaps@iowaabd.com>
Sent: Thursday, May 12, 2022 1:29 PM
To: Chris Reinhard; Sherrie Jones
Cc: licensingnotification@iowaabd.com
Subject: Application App-159805 Ready for Review

Hello,

Application Number App-159805 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: OTTUMWA LODGE NO. 347 BENEVOLENT AND PROTECTIVE ORDER OF ELKS OF THE UNITED STATES OF AMERICA

DBA: Ottumwa Elks Lodge BPOE #347

License Number:

Application Number: App-159805

Tentative Effective Date: 6/21/2022

Balloon Races

License Type: Special Class C Liquor License (BW)

Application Type: New

Amendment Type:

Thank you.

This message and accompanying documents are covered by the Electronic Communications Privacy Act, 18 USC 2510-2521, and contain information intended for the specified individual(s) only. This information is confidential. If you are not the intended recipient or an agent responsible for delivering it to the intended recipient, you are hereby notified that you have received this document in error and that any review, dissemination, copying, or the taking of any action based on the contents of this information is strictly prohibited. If you have received this communication in error, please notify us immediately by e-mail, and delete the original message.



PRIVILEGES

Status of Business

BUSINESS TYPE

Nonprofit corporation organized under chapter 504.

Ownership

• **Individual Owners**

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Matt Heckart	Ottumwa	Iowa	52501	Trustee	0.00	Yes

• **Companies**

COMPANY NAME	FEDERAL ID	CITY	STATE	ZIP	% OF OWNERSHIP
Ottumwa Lodge No 347	42-0136097	Ottumwa	Iowa	52501	100.00

Insurance Company Information

INSURANCE COMPANY	POLICY EFFECTIVE DATE	POLICY EXPIRATION DATE
Founders Insurance Company	June 21, 2022	June 26, 2022
DRAM CANCEL DATE	OUTDOOR SERVICE EFFECTIVE DATE	OUTDOOR SERVICE EXPIRATION DATE
BOND EFFECTIVE DATE	TEMP TRANSFER EFFECTIVE DATE	TEMP TRANSFER EXPIRATION DATE



Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS
OTTUMWA LODGE NO. 347 BENEVOLENT AND PROTECTIVE ORDER OF ELKS OF THE UNITED STATES OF AMERICA	Ottumwa Elks Lodge BPOE #347	(641) 777-0330

ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
1 Joe Lord Memorial Drive		Ottumwa	Wapello	52501

MAILING ADDRESS	CITY	STATE	ZIP
413 South Iowa Avenue	Ottumwa	Iowa	52501

Contact Person

NAME	PHONE	EMAIL
matt heckart	(641) 777-0330	sam.heckartbcb@gmail.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Special Class C Liquor License	5 Day	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
June 21, 2022	June 25, 2022	

SUB-PERMITS

Special Class C Liquor License

AKC CANINE GOOD CITIZEN TEST

The CGC TEST consists of 10 skills needed by all well-mannered dogs. All of the exercises are done on a leash.

Test 1: Accepting a friendly stranger

The dog will allow a friendly stranger to approach it and speak to the handler in a natural, everyday situation.

Test 2: Sitting politely for petting

The dog will allow a friendly stranger to pet it while it is out with its handler.

Test 3: Appearance and grooming

The dog will welcome being groomed and examined and will permit someone, such as a veterinarian, groomer or friend of the owner, to do so.

Test 4: Out for a walk (walking on a loose lead)

The handler/dog team will take a short "walk" to show that the dog is in control while walking on a leash.

Test 5: Walking through a crowd

The dog and handler walk around and pass close to several people (at least three) to demonstrate that the dog can move about politely in pedestrian traffic and is under control in public places.

Test 6: Sit and down on command and Staying in place

The dog will respond to the handler's commands to 1) sit, 2) down and will 3) remain in the place commanded by the handler (sit or down position, whichever the handler prefers).

Test 7: Coming when called

The dog will come when called by the handler. The handler will walk 10 feet from the dog, turn to face the dog, and call the dog.

Test 8: Reaction to another dog

To demonstrate that the dog can behave politely around other dogs, two handlers and their dogs approach each other from a distance of about 20 feet, stop, shake hands and exchange pleasantries, and continue on for about 10 feet.

Test 9: Reaction to distraction

To demonstrate the dog is confident when faced with common distracting situations, the evaluator will select and present two distractions. Examples of distractions include dropping a chair, rolling a crate dolly past the dog, having a jogger run in front of the dog, or dropping a crutch or cane.

Test 10: Supervised separation

This test demonstrates that a dog can be left with a trusted person, if necessary, and will maintain training and good manners. Evaluators are encouraged to say something like, "Would you like me to watch your dog?" and then take hold of the dog's leash. The owner will go out of sight for three minutes.

Equipment

You'll need to bring your dog's brush or comb to the CGC test. In the CGC test, dogs must wear a buckle collar or slip collar.

For details regarding equipment, expanded descriptions of the exercises above, and how the CGC Test is administered, see:

http://www.akc.org/events/gc/training_testing.sfn



AMERICAN
KENNEL CLUB

American Kennel Club

The American Kennel Club is dedicated to upholding the integrity of its Registry, promoting the sport of purebred dogs and breeding for type and function. Founded in 1884, the AKC and its affiliated organizations advocate for the purebred dog as a family companion, advance canine health and well-being, work to protect the rights of all dog owners and promote responsible dog ownership.

To find an AKC Club near you, see:
<http://www.akc.org/clubs/search/index.cfm>

American Kennel Club

8051 Arco Corporate Drive
Raleigh, NC 27617
www.akc.org
(919) 233-9767
info@akc.org

AKC Canine Good Citizen Program

cgc@akc.org

AKC® CANINE GOOD CITIZEN® PROGRAM



Photo by Minky Elliott

Sponsored by

Ameriprise
Auto & Home Insurance

AKC Canine Good Citizen (CGCSM) Program

What Is It?

AKC Canine Good Citizen (CGC) Program

At the American Kennel Club, we're not just champion dogs, we're the dogs' champion. We believe that all dogs deserve training and a responsible owner and our goal is to reward responsible dog ownership.

The AKC's Canine Good Citizen Program is designed to recognize dogs who have good manners at home and in the community. This rapidly growing nationally recognized program stresses responsible dog ownership for owners and basic training and good manners for dogs. All dogs who pass the 10 step CGC test may receive a certificate from the American Kennel Club.



The Benefits of Training

The AKC CGC Program provides an excellent foundation for training in other fun activities such as Rally, Obedience, and Agility and results in a well-mannered dog who is a joy to live with. Some therapy dog groups require passing the CGC Test as a prerequisite, some insurance companies recommend CGC training, and an increasing number of apartments and condos are requiring CGC training for resident dogs.



How It Works

You can attend a basic training or CGC class to teach your dog the CGC behaviors, or if you have the skills and knowledge, you can teach your dog the CGC skills.

When your dog is ready, you'll sign up for a CGC test administered by an AKC Approved CGC Evaluator. Tests are held at AKC dog shows, at some training classes, at a number of pet super stores, or some evaluators will make an appointment to test your dog.

When your dog passes the CGC test, the evaluator will give you the paperwork to send to AKC to request the CGC certificate.

To find an evaluator near you, see:

http://www.akc.org/events/cgc/cgc_bystate.cfm



A key component of the Canine Good Citizen Program is responsible dog ownership. At the CGC test, you'll be asked to sign the Responsible Dog Owner's Pledge before you and your dog go through the test. Responsibility should start the moment you decide to add a new dog or puppy to your family.

AKC CGC RESPONSIBLE DOG OWNER'S PLEDGE

I will be responsible for my dog's health needs. These include:

- routine veterinary care including check-ups and vaccines
- adequate nutrition through proper diet; clean water at all times
- daily exercise and regular bathing and grooming

I will be responsible for my dog's safety.

- I will properly control my dog by providing fencing where appropriate, not letting my dog run loose, and using a leash in public.
- I will ensure that my dog has some form of identification when appropriate (which may include collar tags, tattoos, or microchip ID).
- I will provide adequate supervision when my dog and children are together.

I will not allow my dog to infringe on the rights of others.

- I will not allow my dog to run loose in the neighborhood.
- I will not allow my dog to be a nuisance to others by barking while in the yard, in a hotel room, etc.
- I will pick up and properly dispose of my dog's waste in all public areas such as on the grounds of hotels, on sidewalks, parks, etc.
- I will pick up and properly dispose of my dog's waste in wilderness areas, on hiking trails, campgrounds and in off-leash parks.

I will be responsible for my dog's quality of life.

- I understand that basic training is beneficial to all dogs.
- I will give my dog attention and playtime.
- I understand that owning a dog is a commitment in time and caring.