



TENTATIVE AGENDA
OTTUMWA CITY COUNCIL

REGULAR MEETING NO. 27
Bridge View Center, 102 Church St.

August 20, 2024
5:30 O'Clock P.M.

PLEDGE OF ALLEGIANCE

- A. ROLL CALL: Council Member McAntire, Caviness, Bossou, Galloway, Hoffman and Mayor Johnson.
- B. CONSENT AGENDA:
1. Minutes from Regular Meeting No. 26 on August 6, 2024 as presented.
 2. Acknowledge and approve August 20, 2024 Claims List as submitted by the Finance Department.
 3. Approving the purchase of Supervisory Control and Data Acquisition (SCADA) hardware and software upgrades for WPCF, in the amount of \$75,114.
 4. Approving the purchase and construction of a Crane Truck for WPCF, in the amount of \$167,608.45.
 5. Cigarette Permit Applications for: Greenleaf Tobacco 3 separate locations (615 E. Pennsylvania), (512 E. Main), (807 Richmond Ave.).
 6. Beer and/or liquor applications for: Aldi, 940 Quincy Ave.; Bridge View Center/VenuWorks, 102 Church Street, with outdoor serving area; all applications pending final inspections.

C APPROVAL OF AGENDA

D. ADMINISTRATORS REPORT TO COUNCIL AND CITIZENS:

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

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

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

F. PUBLIC HEARING:

1. **Reconvened** – This is the time, place and date set for a Public Hearing on proposed Ordinance No. 3231-2024, Amending the Fire Protection and Prevention Code of the City of Ottumwa by Adopting an Amendment Providing for Standardization of Performance Compliance Alternatives to Automatic Fire Sprinkler Systems in Certain Group R Occupancies.
 - A. **Reconvene the public hearing.**
 - B. Close the public hearing.
 - C. Ordinance No. 3231-2024, Amending the Fire Protection and Prevention Code of the City of Ottumwa by Adopting an Amendment Providing for Standardization of Performance Compliance Alternatives to Automatic Fire Sprinkler Systems in Certain Group R Occupancies.

RECOMMENDATION: Pass the first Consideration of Ordinance No. 3231-2024.

G. ORDINANCES:

1. Ordinance No. 3232-2024, amending Chapter 23, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Ottumwa, Iowa by adding a new Article XVI, Golf Carts, therein for the purposes of regulating the operation of golf carts within the corporate limits of the City of Ottumwa, Iowa.

RECOMMENDATION: Pass the second Consideration of Ordinance No. 3232-2024.

2. Ordinance No. 3233-2024, amending the Code of Ordinances by changing the zoning classification of property known as 1014 North Elm Street; (Lots 30, 31, 32 and 33 in East Ottumwa, an Addition to the City of Ottumwa, Wapello County, Iowa); from R-2 Two-Family Residential District to R-4 Multifamily Residential (Medium-Density) District.

RECOMMENDATION: Pass the second Consideration of Ordinance No. 3233-2024.

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

I. RESOLUTIONS:

1. Resolution No. 179-2024, approving transfer of Funds as of June 30, 2024 as presented by the Finance Department.

RECOMMENDATION: Pass and adopt Resolution No. 179-2024.

2. Resolution No. 180-2024, accepting a grant offer for Airport Improvement Program (AIP) Project No. 3-19-0073-026-2024 at the Ottumwa Regional Airport.

RECOMMENDATION: Pass and adopt Resolution No. 180-2024.

3. Resolution No. 181-2024, set September 3, 2024 at 5:30 P.M. as the date for a public hearing on the authorization of a Loan Agreement and the issuance of Notes not to exceed \$16,000,000 General Obligation Capital Loan Notes (State of Iowa Revolving Fund Loan) of the City of Ottumwa, State of Iowa and providing publication of notice thereof.

RECOMMENDATION: Pass and adopt Resolution No. 181-2024.

4. Resolution No. 183-2024, awarding the contract for asbestos abatement and demolition of the Six Trailers at 1405 Albia Road, (Lots 1, 2, 3, 4, 10 and 29), subject to Courts order, to Dan Laursen of Ottumwa, Iowa for \$6,800 Asbestos Abatement and \$32,900 demolition; total bid \$39,700.

RECOMMENDATION: Pass and adopt Resolution No. 183-2024.

5. Resolution No. 184-2024, accepting the Engagement Agreement from Ahlers & Cooney, P.C. for the preparation of the necessary contract proceedings for the Blake's Branch Sewer Separation, Phase 8, Division 3 project where SRF funding is utilized and a bidding compliance opinion is required.

RECOMMENDATION: Pass and adopt Resolution No. 184-2024.

6. Resolution No. 185-2024, ordering construction of the Blake's Branch Sewer Separation, Phase 8, Division 3, and fixing a date for hearing thereon and taking of bids therefor.

RECOMMENDATION: Pass and adopt Resolution No. 185-2024.

7. Resolution No. 186-2024, accepting the work as final and complete and approving the Final Pay Request for the Sanitary Sewer Spot Repairs Project.

RECOMMENDATION: Pass and adopt Resolution No. 186-2024.

J. PUBLIC FORUM:

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

K. MAYOR/CITY COUNCIL REPORT AND/OR COMMUNICATIONS

ADJOURN

***** It is the goal of the City of Ottumwa that all City Council public meetings are accessible to people with disabilities. If you need assistance in participating in City Council meetings due to a disability as defined under the ADA, please call the City Clerk's Office at (641) 683-0621 at least one (1) business day prior to the scheduled meeting to request an accommodation. *****

***Items on the TABLE:**

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

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



[CITY OF]

OTTUMWA

FAX COVER SHEET

City of Ottumwa

DATE: 8/16/2024 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 #27 to be held on
8/20/2024 at 5:30 P.M. at the Bridge View Center, 102 Church Street.

FAX MULTI TX REPORT

JOB NO. 0007
DEPT. ID 4717
PGS. 4

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ERROR 916416847834
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KTVO
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Ottumwa Waterworks
Tom FM



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JOB NO. 0007
DEPT. ID 4717
ST. TIME 08/16 09:23
SHEETS 4
FILE NAME

TX INCOMPLETE -----
TRANSACTION OK 916606271885
ERROR 916416847834
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MEMO: Tentative Agenda for the Regular City Council Meeting #27 to be held on
8/20/2024 at 5:30 P.M. at the Bridge View Center, 102 Church Street.

OTTUMWA CITY COUNCIL MINUTES Item No. B.-1.

REGULAR MEETING NO. 26
Bridge View Center, 102 Church St.

August 6, 2024
5:30 O'Clock P.M.

The meeting was called to order at 5:39 P.M.

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

Caviness moved, seconded by McAntire to approve consent agenda items: Mins. from Special Work Session No. 24 on July 15, 2024 and Regular Mtg. No. 25 on July 16, 2024 as presented; Ack. and approve Aug. 6, 2024 Claims List submitted by Finance; Approve appointment of Carson Chestnut to Human Rights Comm., term to exp. 7/1/28; and reappointments of Dr. Reiter and Jacquelyn Pope to Human Rights Comm., terms to exp. 7/1/28; Civil Service Elig. List for July 24, 2024: Comm. Specialist (Dispatch) Entr.; Approve purchase of 2025 Polaris Ranger from RJ Powersports for Sewer Dept. (\$27,766.99); Approve purchase of Air Monitor Replacement for WPCF (\$53,539); Res. No. 174-2024, approving purchase of 2024 Chevy Colorado 4 WD Crew Cab Pickup for Engineering Dept.; Beer and/or liquor applications for: Elks – Ottumwa Lodge #347, 413 S. Iowa Ave.; Wal-Mart Supercenter #1285, 1940 Venture Dr.; Hampton Inn Ottumwa, 943 N. Quincy; US Smoke Shop #2, 508 N. Hancock; Owl's Nest, 116 S. Court, OSA for event 8/10/2024; all applications pending final inspections. Motion carried 4-1. Absent: Galloway

Hoffman moved, seconded by Caviness to approve agenda as presented. Motion carried 4-1. Absent: Galloway.

City Admin. Rath provided update to Council on conference he attended in July.

Mayor Johnson inquired if anyone from the audience wished to address an item on the agenda. Sam Carrell and Chris Craver would both like to discuss Item F-2.

This was the time, place and date set for a Public Hearing approving plans, specs., form of contract and est. cost for WPCF Aeration System Improv. Project. PW Dir./City Eng. Burgmeier reported bids due Aug. 28, 2024. No objections rec'd. Caviness moved, seconded by Hoffman to close public hearing. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by McAntire that Res. No. 176-2024, approving plans, specs., form of contract and est. cost for WPCF Aeration System Improv. Project, be passed and adopted. Motion carried 4-1. Absent: Galloway.

This was the time, place and date set for a Public Hearing on proposed Ord. No. 3233-2024, amending Code of Ord. by changing zoning classification of property 1014 N. Elm St.; (Lots 30, 31, 32 and 33 in East Ottumwa, Addition to City of Ottumwa, Wapello County, IA); from R-2 Two-Family Res. Dist. to R-4 Multifamily Res. (Medium-Density) Dist. Comm. Dev. Dir. Simonson reported applicant seeks rezoning for the property in order to create nine multifamily dwelling units. Central IA Shelter and Services along with Rolling Hills Coalition with funding assistance from State of IA will do the project. This project supports the mission of eliminating homelessness in Wapello County by providing permanent supportive housing. P&Z Comm. approved this rezoning at their mtg. Aug. 5, 2024. Sam Carrell with Central IA Services provided more information on the project and reported deadline for submission to the state for acceptance is November 2024. Construction is slated for completion by end of 2025 if all deficiencies can be rectified. Chris Craver also spoke about this item; frustrated with the process of identifying and notifying citizens living close to property because she only found out about it through

word of mouth. The process, as is, leaves many people in the dark and not aware of the rezoning. They deserve an opportunity to question the zoning. Simonson agreed, he wants to revisit the current process to see if any changes can be made. Currently, addresses provided by Wapello Co. Assessor are by parcel number, not how many dwellings/living areas are on each parcel. Notice was also published in Ottumwa Courier for both mtgs. A lot of discussion was had between Council members; Rath stated sending back to P&Z won't necessarily change their recommendation and there are still two readings of this Ord. to discuss and either approve or deny. Caviness moved, seconded by Hoffman to close public hearing. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by Bossou to pass first consideration of Ord. No. 3233-2024, amending Code of Ord. by changing zoning classification of 1014 N. Elm St. from R-2 to R-4. Motion carried 3-2. Ayes: Hoffman, McAntire, Bossou. Nays: Caviness. Absent: Galloway.

Caviness moved, seconded by McAntire to pass first consideration of Ord. No. 3232-2024, amending Ch. 23, Motor Vehicles and Traffic, of Code of Ord. of the City of Ottumwa, IA by adding new Art. XVI, Golf Carts, therein for the purposes of regulating the operation of golf carts within corporate limits of City of Ottumwa. Bossou expressed safety concerns with the passing of this Ord. Motion carried 3-2. Ayes: Hoffman, McAntire, Caviness. Nays: Bossou. Absent: Galloway.

Caviness moved, seconded by Hoffman that Res. No. 162-2024, approving quarterly budgeted fund transfers for June 30, 2024, be passed and adopted. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by McAntire that Res. No. 163-2024, appointing UMB Bank, N.A. of West Des Moines, IA, to serve as Paying Agent, Note Registrar, and Transfer Agent, Approving Paying Agent and Note Registrar and Transfer Agent Agt. and Auth. Execution of Agt., be passed and adopted. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by McAntire that Res. No. 164-2024, approving and auth. a form of Loan Agt. and auth. and providing for issuance of \$6,540,000 GO Capital Loan Notes, Series 2024, and levying a tax to pay said notes; approval of Tax Exemption Cert. and Cont. Disclosure Cert., be passed and adopted. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by Hoffman that Res. No. 165-2024, approving Inter-Fund Loan from Fund 121, LOST to Fund 151-432, Other Bond Projects – City Hall Project in an amount not to Exceed \$150,000, be passed and adopted. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by Hoffman that Res. No. 166-2024, repealing Res. No. 167-2019 and Fixing New Minimum Fines for Specific City Offenses and Violations of Sections of the Code of Ord. of the City of Ottumwa, be passed and adopted. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by Bossou that Res. No. 167-2024, approving purchase of Computer Equip. from CDW-G in the Amt. \$143,998.88 for VM Host & Tier 1 SAN Upgrade Project for IT 2025 CIP, be passed and adopted. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by McAntire that Res. No. 168-2024, awarding contract for asbestos abatement and demolition of 932 W. Third to Weston McKee for \$1,250 abatement and \$9,000 demo; total bid \$10,250, be passed and adopted. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by Hoffman that Res. No. 169-2024, awarding contract for asbestos abatement and demolition of 2721 Branham to Weston McKee for \$500 abatement and \$10,000 demo; total bid \$10,500, be passed and adopted. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by McAntire that Res. No. 170-2024, awarding contract for asbestos abatement and demolition of 538 Summit to Dustan Smith (Environmental Edge) for \$4,700 abatement and \$7,200 demo; total bid \$11,900, be passed and adopted. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by Hoffman that Res. No. 171-2024, awarding contract for asbestos abatement and demolition of 606 Spring St. to Weston McKee for \$8,500 abatement and \$9,000 demo; total bid \$17,500, be passed and adopted. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by Bossou that Res. No. 172-2024, Accepting work as final & complete and approving Final Pay Req. for Richmond Ave. Pump Station Improv. Project, be passed and adopted. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by Bossou that Res. No. 173-2024, Accepting work as final & complete and approving Final Pay Req. for Bridge View Hotel Parking Lot Ext. Project, be passed and adopted. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by Hoffman that Res. No. 175-2024, Approving 2024 RFP#2 – James St. Emergency Sewer Repair and auth. Mayor to sign, be passed and adopted. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by Hoffman that Res. No. 177-2024, Approving Change Requests #4 and #9 for City Hall Improv. Project, be passed and adopted. Motion carried 4-1. Absent: Galloway.

Caviness moved, seconded by Hoffman that Res. No. 178-2024, Approving Second Amendment to Prof. Services Agt. for eng. services with V&K, Inc. for Blake's Branch, Ph. 8, Div. II Sewer Separation Project, be passed and adopted. Motion carried 4-1. Absent: Galloway.

Res. No. 147-2024 remains on the TABLE.

There being no further business, Caviness moved, seconded by Hoffman that the mtg. adjourn. Motion carried 4-1. Absent: Galloway.

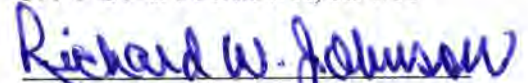
Adjournment was at 7:27 P.M.

ATTEST:



Christina Reinhard, CMC, City Clerk

CITY OF OTTUMWA, IOWA



Richard W. Johnson, Mayor

Published in Ottumwa Courier on 8/15/2024.

REPORT DATE 08/15/2024
SYSTEM DATE 08/15/2024
FILES ID 0

CITY OF OTTUMWA
CHECK REGISTER
COMPLETE REGISTER OF ALL SORTED CHECKS

PAGE 1
TIME 15:35:04
USER MITCHELLK

BATCH NUMBER CHKX

CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082106-001	07/10/2024	-	3631	167.31
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082106-002	07/15/2024	-	3631	345.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082106-004	07/24/2024	-	3631	165.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082106-003	07/24/2024	-	3631	870.15
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-049	07/29/2024	-	BOOM TRACTOR	165.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082106-005	07/31/2024	-	3631	58.16
CHECK TOTAL FOR CHECK NUMBER 221605 DATED 08/21/2024 WRITTEN TO 01304 ALL ROADS TRUCK & TRAILERfor the amount of							1770.62
01610	61088156399	OTHER MAINT & REPAIR	VR 24082106-007	07/22/2024	-	604779	4119.00
01610	61088156399	OTHER MAINT & REPAIR	VR 24082106-008	07/22/2024	-	604779	4119.00
01670	67088406331	VHCL MTCE SUPPLIES	VR 24082106-006	08/01/2024	-	604779	844.50
CHECK TOTAL FOR CHECK NUMBER 221606 DATED 08/21/2024 WRITTEN TO 02080 ALTORFER INC. for the amount of							9082.50
01001	00144456502	CONCESSION - RESALE	VR 24082103-012	08/07/2024	-	795631	191.07
CHECK TOTAL FOR CHECK NUMBER 221607 DATED 08/21/2024 WRITTEN TO 05681 ATLANTIC BOTTLING COMPANYfor the amount of							191.07
01001	00144306320	GROUPS MAINT & REPAIR	VR 24082103-014	07/01/2024	-	107242	70.00
01002	00222206320	RAMP MAINT & REPAIR	VR 24082103-013	07/01/2024	-	107242	60.00
CHECK TOTAL FOR CHECK NUMBER 221608 DATED 08/21/2024 WRITTEN TO 05700 ATOMIC TERMITE & PEST for the amount of							130.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082106-009	10/10/2023	-	000248088	99.99
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082106-010	10/11/2024	-	000248088	-99.99
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082106-011	04/15/2024	-	000248088	152.99
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082106-012	04/16/2024	-	000248088	-152.99
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082106-013	07/15/2024	-	000248088	162.99
01610	61088156331	VHCL MTCE SUPPLIES	VR 24082106-014	07/23/2024	-	000248088	16.00
CHECK TOTAL FOR CHECK NUMBER 221609 DATED 08/21/2024 WRITTEN TO 05860 AUTOZONE INC for the amount of							178.99
01135	13544506552	FUEL	VR 24082103-011	08/04/2024	-	5960008323	645.00
CHECK TOTAL FOR CHECK NUMBER 221610 DATED 08/21/2024 WRITTEN TO 06003 BP for the amount of							645.00
01001	00111106506	OFFICE SUPPLIES	VR 24082105-031	07/30/2024	-	010443	20.65
01001	00133406506	OFFICE SUPPLIES	VR 24082105-032	07/03/2024	-	010443	21.60
01610	61088156506	OFFICE SUPPLIES	VR 24082105-033	07/12/2024	-	010443	13.76
01135	13544506506	OFFICE SUPPLIES	VR 24082105-034	07/12/2024	-	010443	44.04
01001	00133406506	OFFICE SUPPLIES	VR 24082105-035	07/16/2024	-	010443	27.14
01001	00111106506	OFFICE SUPPLIES	VR 24082105-036	07/19/2024	-	010443	24.50
01001	00111106340	OFFICE/COMP. EQUIP MAINT.	VR 24082105-037	07/03/2024	-	010443	758.03
CHECK TOTAL FOR CHECK NUMBER 221611 DATED 08/21/2024 WRITTEN TO 06478 BAILEY OFFICE EQUIPMENT for the amount of							909.72
01173	17344136520	LIBRARY MAT.-JAMES ESTATE	VR 24082103-015	07/29/2024	-	133040	50.00

Item No. B-2.

REPORT DATE 08/15/2024
SYSTEM DATE 08/15/2024
FILES ID 0

CITY OF OTTUMWA
CHECK REGISTER
COMPLETE REGISTER OF ALL SORTED CHECKS

PAGE 2
TIME 15:35:04
USER MITCHELLK

BATCH NUMBER CHKX

CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
CHECK TOTAL FOR CHECK NUMBER 221612 DATED 08/21/2024 WRITTEN TO 09352 BLACKSTONE PUBLISHING for the amount of							50.00
01001	00144306331	VHCL MTCE SUPPLIES	VR 24082103-016	08/08/2024	-	#168	197.98
CHECK TOTAL FOR CHECK NUMBER 221613 DATED 08/21/2024 WRITTEN TO 09360 BLACK'S TIRE COMPANY LLC for the amount of							197.98
01110	11022756480	TREE TRIMMING	VR 24082103-023	07/29/2024	-	ALLEY BEHIND GREEN	250.00
01110	11022756480	TREE TRIMMING	VR 24082103-026	07/30/2024	-	225 ADELLA	50.00
01110	11022756480	TREE TRIMMING	VR 24082103-027	07/30/2024	-	700 BLK OF MARY	150.00
01110	11022756480	TREE TRIMMING	VR 24082103-031	07/30/2024	-	300 BLK WILDWOOD	200.00
01110	11022756480	TREE TRIMMING	VR 24082103-030	07/30/2024	-	MCKINLEY	100.00
01110	11022756480	TREE TRIMMING	VR 24082103-032	07/30/2024	-	141 N RANSOM	150.00
01110	11022756480	TREE TRIMMING	VR 24082103-025	07/30/2024	-	QUINCY 400 BLOCK	100.00
01110	11022756480	TREE TRIMMING	VR 24082103-024	07/31/2024	-	MCKINLEY & GLENWOOD	150.00
01110	11022756480	TREE TRIMMING	VR 24082103-022	08/01/2024	-	502 MINNESOTA	175.00
01110	11022756480	TREE TRIMMING	VR 24082103-021	08/01/2024	-	102 ADELLA	200.00
01110	11022756480	TREE TRIMMING	VR 24082103-020	08/02/2024	-	ALLEY SHERIDAN	300.00
01001	00144456320	GROUNDS MAINT & REPAIR	VR 24082103-019	08/02/2024	-	BEACH	100.00
01001	00144306480	TREE TRIMMING	VR 24082103-018	08/03/2024	-	CAMPGROUNDS	200.00
01001	00144306480	TREE TRIMMING	VR 24082103-017	08/03/2024	-	WILDWOOD PARK	200.00
01001	00144306480	TREE TRIMMING	VR 24082103-029	08/07/2024	-	WILDWOOD PARK	1500.00
01001	00144306480	TREE TRIMMING	VR 24082103-028	08/02/2024	-	MEMORIAL PARK	1000.00
CHECK TOTAL FOR CHECK NUMBER 221614 DATED 08/21/2024 WRITTEN TO 12500 BUB'S TREE CARE for the amount of							4825.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-045	06/25/2024	-	359280	403.35
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-049	06/27/2024	-	359280	-216.45
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-046	07/05/2024	-	359280	.86
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-047	07/05/2024	-	359280	36.65
01670	67088406727	OTHER CAPITAL EQUIP	VR 24082102-048	07/17/2024	-	359280	87.50
CHECK TOTAL FOR CHECK NUMBER 221615 DATED 08/21/2024 WRITTEN TO 13577 CNH INDUSTRIAL ACCOUNTS for the amount of							311.91
01670	67088406331	VHCL MTCE SUPPLIES	VR 24082103-033	08/05/2024	-	SO-05743/20245	2009.44
CHECK TOTAL FOR CHECK NUMBER 221616 DATED 08/21/2024 WRITTEN TO 13610 C-FAB LLC for the amount of							2009.44
01135	13544506240	TRAVEL & CONFERENCE	VR 24082104-001	08/08/2024	-	REIMBURSEMENT	18.09
CHECK TOTAL FOR CHECK NUMBER 221617 DATED 08/21/2024 WRITTEN TO 13642 SAMANTHA CAIN for the amount of							18.09
01110	11022106531	STREET MAINT SUPPLIES	VR 24082103-034	08/02/2024	-	2013214	599.96
01110	11022106531	STREET MAINT SUPPLIES	VR 24082103-035	08/05/2024	-	2013229	1214.40
01670	67088406531	STREET MAINT SUPPLIES	VR 24082106-015	08/07/2024	-	TICKET 2013305	1497.47
01670	67088406531	STREET MAINT SUPPLIES	VR 24082106-016	08/08/2024	-	TICKET 2013317	3048.43
CHECK TOTAL FOR CHECK NUMBER 221618 DATED 08/21/2024 WRITTEN TO 14239 CANTERA AGGREGATES LLC for the amount of							6360.26
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-001	07/01/2024	-	6836017	188.10
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-002	07/01/2024	-	6836017	81.91

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01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-003	07/02/2024	-	6836017	18.56
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-004	07/02/2024	-	6836017	16.29
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-029	07/02/2024	-	6836017	-18.56
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-005	07/08/2024	-	6836017	97.25
01110	11022986599	OTHER SUPPLIES	VR 24082105-006	07/08/2024	-	6836017	9.99
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-007	07/08/2024	-	6836017	90.09
01110	11022986599	OTHER SUPPLIES	VR 24082105-008	07/09/2024	-	6836017	12.28
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-030	07/11/2024	-	6836017	56.47
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-009	07/11/2024	-	6836017	227.72
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-010	07/11/2024	-	6836017	-113.86
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-011	07/11/2024	-	6836017	-42.38
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-012	07/12/2024	-	6836017	19.98
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-013	07/15/2024	-	6836017	192.50
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-014	07/15/2024	-	6836017	-40.00
01110	11022986599	OTHER SUPPLIES	VR 24082105-015	07/16/2024	-	6836017	18.60
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-016	07/19/2024	-	6836017	58.58
01110	11022986599	OTHER SUPPLIES	VR 24082105-017	07/22/2024	-	6836017	109.80
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-018	07/23/2024	-	6836017	30.70
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-019	07/25/2024	-	6836017	307.96
01110	11022986599	OTHER SUPPLIES	VR 24082105-020	07/26/2024	-	6836017	13.74
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-021	07/26/2024	-	6836017	165.24
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-022	07/29/2024	-	6836017	-77.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-023	07/29/2024	-	6836017	88.15
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-024	07/29/2024	-	6836017	60.10
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-025	07/29/2024	-	6836017	17.38
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-026	07/29/2024	-	6836017	-17.38
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-027	07/30/2024	-	6836017	142.11
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082105-028	07/30/2024	-	6836017	-142.11
CHECK TOTAL FOR CHECK NUMBER 221620 DATED 08/21/2024 WRITTEN TO 15000 CARQUEST AUTO for the amount of							1572.21
01110	11022106531	STREET MAINT SUPPLIES	VR 24082102-037	07/17/2024	-	OTTCIT	116.05
01110	11022106504	TOOLS & SMALL EQUIP	VR 24082102-038	07/17/2024	-	OTTCIT	46.03
01110	11022106531	STREET MAINT SUPPLIES	VR 24082102-039	07/18/2024	-	OTTCIT	17.28
01110	11022106531	STREET MAINT SUPPLIES	VR 24082102-040	07/19/2024	-	OTTCIT	22.08
01001	00122606504	TOOLS & SMALL EQUIP	VR 24082102-041	07/19/2024	-	OTTCIT	28.95
01110	11022426504	TOOLS & SMALL EQUIP	VR 24082102-042	07/24/2024	-	OTTCIT	113.55
01110	11022106504	TOOLS & SMALL EQUIP	VR 24082102-043	07/26/2024	-	OTTCIT	188.00
01110	11022106504	TOOLS & SMALL EQUIP	VR 24082102-044	07/31/2024	-	OTTCIT	55.59
CHECK TOTAL FOR CHECK NUMBER 221621 DATED 08/21/2024 WRITTEN TO 15600 CARROLL DISTRIBUTING for the amount of							587.53
01110	11022986599	OTHER SUPPLIES	VR 24082103-036	07/31/2024	-	ITEM 6160	104.86
CHECK TOTAL FOR CHECK NUMBER 221622 DATED 08/21/2024 WRITTEN TO 16300 CENTRAL IOWA FASTENERS for the amount of							104.86
01001	00111106181	CLOTHING ALLOWANCE	VR 24082106-017	08/11/2024	-	ANNUAL ALLOWANCE	114.99
CHECK TOTAL FOR CHECK NUMBER 221623 DATED 08/21/2024 WRITTEN TO 21808 CODY CRAYCRAFT for the amount of							114.99
01610	61088156499	CONTRACTUAL SERVICES	VR 24082106-018	07/10/2024	-	RICHMOND PUMP STATION	6437.50

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01610	61088236499	CONTRACTUAL SERVICES	VR 24082106-019	07/31/2024	-	JAMES ST	42435.00
01313	31377266499	CONTRACTUAL SERVICES	VR 24082106-020	07/01/2024	-	BRIDGEVIEW PARKING LOT	41470.14
CHECK TOTAL FOR CHECK NUMBER 221624 DATED 08/21/2024 WRITTEN TO 22457 DC CONCRETE & CONST. LLC for the amount of							90342.64
01001	00122606340	OFFICE/COMP. EQUIP MAINT.	VR 24082106-021	08/08/2024	-	OTT01	2593.27
CHECK TOTAL FOR CHECK NUMBER 221625 DATED 08/21/2024 WRITTEN TO 22471 DLT SOLUTIONS LLC for the amount of							2593.27
01001	00144396310	BLDG MAINT & REPAIR	VR 24082104-002	08/07/2024	-	210 W MAIN	4205.85
CHECK TOTAL FOR CHECK NUMBER 221626 DATED 08/21/2024 WRITTEN TO 22479 D P PLUMBING PLUS for the amount of							4205.85
01001	00144306496	REFUNDS	VR 24082103-037	08/05/2024	-	DAMAGE DEPOSIT	100.00
CHECK TOTAL FOR CHECK NUMBER 221627 DATED 08/21/2024 WRITTEN TO 23939 KINDRA DECKER for the amount of							100.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082103-038	07/26/2024	-	C010448	1278.54
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082103-039	07/30/2024	-	C010448	1217.01
CHECK TOTAL FOR CHECK NUMBER 221628 DATED 08/21/2024 WRITTEN TO 24840 DIAMOND MOWERS INC for the amount of							2495.55
01610	61088156430	SLUDGE HAULING	VR 24082106-022	08/12/2024	-	SLUDGE HAULING	5100.00
CHECK TOTAL FOR CHECK NUMBER 221629 DATED 08/21/2024 WRITTEN TO 26640 ECOSYSTEMS INC for the amount of							5100.00
01110	11022426504	TOOLS & SMALL EQUIP	VR 24082104-003	08/06/2024	-	210048	26.37
01110	11022426504	TOOLS & SMALL EQUIP	VR 24082103-041	08/05/2024	-	210048	26.49
01110	11022426531	STREET MAINT SUPPLIES	VR 24082103-042	08/05/2024	-	210048	33.22
01131	13122806310	BLDG MAINT & REPAIR	VR 24082103-040	08/07/2024	-	210048	237.60
CHECK TOTAL FOR CHECK NUMBER 221630 DATED 08/21/2024 WRITTEN TO 27010 CONSOLIDATED ELECTRICAL for the amount of							323.68
01131	13122806552	FUEL	VR 24082103-043	07/23/2024	-	30396	2129.71
01131	13122806552	FUEL	VR 24082103-044	07/23/2024	-	30396	437.05
01131	13122806556	IOWA FUEL TAX	VR 24082103-045	07/23/2024	-	30396	52.89
CHECK TOTAL FOR CHECK NUMBER 221631 DATED 08/21/2024 WRITTEN TO 27272 ELLIOTT BULK SERVICES LLC for the amount of							2619.65
01610	61088156552	FUEL	VR 24082106-023	06/05/2024	-	30399	241.12
01610	61088156556	IOWA FUEL TAX	VR 24082106-024	06/05/2024	-	30399	24.12
01001	00144306556	STATE FUEL TAX	VR 24082103-001	07/09/2024	-	15018	1.80
01001	00144306552	FUEL	VR 24082103-002	07/09/2024	-	15018	22.06
01001	00144306556	STATE FUEL TAX	VR 24082103-003	08/05/2024	-	15018	1.80
01001	00144306556	FUEL	VR 24082103-004	08/05/2024	-	15018	22.37
01137	13711556552	FUEL	VR 24082103-005	08/05/2024	-	15018	50.66
CHECK TOTAL FOR CHECK NUMBER 221632 DATED 08/21/2024 WRITTEN TO 27280 ELLIOTT OIL COMPANY for the amount of							363.93
01131	13122806415	RENTS & LEASES	VR 24082103-046	07/31/2024	-	22.4 HOURS JULY 24	1120.00

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CHECK TOTAL FOR CHECK NUMBER 221633 DATED 08/21/2024 WRITTEN TO 27823 ERHARDT, CLAYTON for the amount of							1120.00
01610	61088176340	OFFICE/COMP EQUIP MAINT	VR 24082106-025	07/31/2024	-	350921	1260.00
01001	00122606340	OFFICE/COMP. EQUIP MAINT.	VR 24082106-026	07/31/2024	-	350921	460.00
01001	00155406340	OFFICE/COMP. EQUIP MAINT.	VR 24082106-027	07/31/2024	-	350921	460.00
CHECK TOTAL FOR CHECK NUMBER 221634 DATED 08/21/2024 WRITTEN TO 27846 ESRI INC. for the amount of							2180.00
01610	61088156498	MISC CONTRACT WORK	VR 24082106-028	07/31/2024	-	J282315-1	3307.37
CHECK TOTAL FOR CHECK NUMBER 221635 DATED 08/21/2024 WRITTEN TO 28208 EUROFINS ENVIRONMENT for the amount of							3307.37
01110	11022406531	STREET MAINT SUPPLIES	VR 24082103-048	08/01/2024	-	IAOTT0059	39.80
01001	00144456350	EQUIP REPAIR	VR 24082103-047	08/08/2024	-	IAOTT0059	31.68
CHECK TOTAL FOR CHECK NUMBER 221636 DATED 08/21/2024 WRITTEN TO 29300 FASTENAL COMPANY for the amount of							71.48
01137	13711556504	TOOLS & SMALL EQUIP	VR 24082103-049	06/03/2024	-	PUBLIC SAFETY VEST	1338.54
CHECK TOTAL FOR CHECK NUMBER 221637 DATED 08/21/2024 WRITTEN TO 30118 FIRE SAFETY USA, INC. for the amount of							1338.54
01001	00111506320	GROUND'S MAINT & REPAIR	VR 24082103-050	07/26/2024	-	SIREN REPAIR	1185.00
CHECK TOTAL FOR CHECK NUMBER 221638 DATED 08/21/2024 WRITTEN TO 31382 FRONTLINE WARNING SYSTEMSfor the amount of							1185.00
01610	61088156230	TRAINING	VR 24082106-029	08/07/2024	-	GRADE 2 TESTING	32.29
CHECK TOTAL FOR CHECK NUMBER 221639 DATED 08/21/2024 WRITTEN TO 34913 TRAVIS HANCOCK for the amount of							32.29
01610	61088156512	LAB SUPPLIES	VR 24082106-032	08/02/2024	-	WPCC01	38.22
01610	61088156512	LAB SUPPLIES	VR 24082106-031	08/05/2024	-	WPCC01	200.25
01610	61088156512	LAB SUPPLIES	VR 24082106-030	08/07/2024	-	WPCC01	147.04
CHECK TOTAL FOR CHECK NUMBER 221640 DATED 08/21/2024 WRITTEN TO 34966 HARDY DIAGNOSTICS for the amount of							385.51
01131	13122806415	RENTS & LEASES	VR 24082103-051	07/31/2024	-	.5 HOURS JULY 24	25.00
CHECK TOTAL FOR CHECK NUMBER 221641 DATED 08/21/2024 WRITTEN TO 36301 HEARTLAND AVIATION for the amount of							25.00
01001	00111906490	OTHER PROF SERV	VR 24082106-033	07/31/2024	-	REIMBURSE	525.00
CHECK TOTAL FOR CHECK NUMBER 221642 DATED 08/21/2024 WRITTEN TO 36302 HEARTLAND HUMANE SOCIETY for the amount of							525.00
01110	11022406181	CLOTHING ALLOWANCE	VR 24082103-052	07/20/2024	-	BOOT ALLOWANCE	180.00
CHECK TOTAL FOR CHECK NUMBER 221643 DATED 08/21/2024 WRITTEN TO 36401 WILL HECKART for the amount of							180.00
01110	11022106531	STREET MAINT SUPPLIES	VR 24082104-004	08/03/2024	-	010	4797.00

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CHECK TOTAL FOR CHECK NUMBER 221644 DATED 08/21/2024 WRITTEN TO 41600 IDEAL READY MIX for the amount of							4797.00
01001	00166506423	PHOTOCOPIES	VR 24082104-005	08/10/2024	-	106844 ADMIN	144.34
01001	00122606423	PHOTOCOPIES	VR 24082104-006	08/10/2024	-	106844 ENGINEERING	112.10
01001	00133406423	PHOTOCOPIES	VR 24082104-007	08/10/2024	-	106844 BUILDING	69.33
01110	11022976423	PHOTOCOPIES	VR 24082104-008	08/10/2024	-	106844 PUBLIC WORKS	61.01
01673	67388436423	PHOTOCOPIES	VR 24082104-009	08/10/2024	-	106844 RECYCLING	24.18
01610	61088156423	PHOTOCOPIES	VR 24082104-010	08/10/2024	-	106844 WPCF	64.80
01001	00155406423	PHOTOCOPIES	VR 24082104-011	08/10/2024	-	106844 PLANNING	149.19
CHECK TOTAL FOR CHECK NUMBER 221645 DATED 08/21/2024 WRITTEN TO 42091 INFOMAX for the amount of							624.95
01173	17344136520	LIBRARY MAT.-JAMES ESTATEVR	24082104-012	07/29/2024	-	20U2012	332.20
01173	17344136501	LIBRARY MATERIALS	VR 24082104-013	07/29/2024	-	20U2012	10.79
01173	17344136520	LIBRARY MAT.-JAMES ESTATEVR	24082104-014	07/30/2024	-	20U2012	241.10
01173	17344136520	LIBRARY MAT.-JAMES ESTATEVR	24082104-018	07/31/2024	-	20U2012	49.57
01173	17344136520	LIBRARY MAT.-JAMES ESTATEVR	24082104-017	08/01/2024	-	20U2012	80.64
01173	17344136520	LIBRARY MAT.-JAMES ESTATEVR	24082104-019	08/06/2024	-	20U2012	406.68
01173	17344136520	LIBRARY MAT.-JAMES ESTATEVR	24082104-015	08/07/2024	-	20U2012	79.27
01173	17344136520	LIBRARY MAT.-JAMES ESTATEVR	24082107-002	08/08/2024	-	20U2012	101.24
01173	17344136520	LIBRARY MAT.-JAMES ESTATEVR	24082104-016	08/08/2024	-	20U2012	62.79
01173	17344136520	LIBRARY MAT.-JAMES ESTATEVR	24082107-001	08/09/2024	-	20U2012	98.46
CHECK TOTAL FOR CHECK NUMBER 221646 DATED 08/21/2024 WRITTEN TO 42160 INGRAM LIBRARY SERVICES for the amount of							1462.74
01001	00111506210	DUES & MEMBERSHIPS	VR 24082104-020	07/07/2024	-	Q15.000024561	170.00
CHECK TOTAL FOR CHECK NUMBER 221647 DATED 08/21/2024 WRITTEN TO 43199 INTERNATIONAL CODE COUNCILfor the amount of							170.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082103-006	07/16/2024	-	2056	555.80
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082103-007	07/31/2024	-	2056	430.85
CHECK TOTAL FOR CHECK NUMBER 221648 DATED 08/21/2024 WRITTEN TO 43265 INTERSTATE BATTERY for the amount of							986.65
01001	00111106490	OTHER PROF SERV	VR 24082106-034	07/26/2024	-	DERBY	200.00
CHECK TOTAL FOR CHECK NUMBER 221649 DATED 08/21/2024 WRITTEN TO 43880A IA LAW ENFORCEMENT ACADEMfor the amount of							200.00
01001	00133416499	CONTRACTUAL SERVICES	VR 24082104-021	07/30/2024	-	CL1159	2372.50
01001	00133406470	WEED MOWING	VR 24082104-023	07/30/2024	-	CL1161	617.50
01001	00133406470	WEED MOWING	VR 24082104-022	07/31/2024	-	CL1163	325.00
01001	00133406470	WEED MOWING	VR 24082106-035	08/10/2024	-	NUISANCES	292.50
01001	00133416499	CONTRACTUAL SERVICES	VR 24082106-036	08/10/2024	-	SECURE PROPERTY	97.50
01001	00133416499	CONTRACTUAL SERVICES	VR 24082106-037	08/10/2024	-	CLEAN UP	1732.57
01001	00133406470	WEED MOWING	VR 24082106-038	08/10/2024	-	ONE TIME MOW	97.50
01001	00133406470	WEED MOWING	VR 24082104-024	07/22/2024	-	MOWING LIST	5095.00
01001	00133406470	WEED MOWING	VR 24082106-039	08/02/2024	-	ML1044	4605.00
01001	00133406470	WEED MOWING	VR 24082105-051	08/09/2024	-	ML1049	5145.00

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CHECK TOTAL FOR CHECK NUMBER 221650 DATED 08/21/2024 WRITTEN TO 45057 J & J MOWING						for the amount of	20380.07
01303	30377826407	ENGINEERING	VR 24082104-025	08/08/2024	-	3-19-0073-026-2024 APRO	8118.30
CHECK TOTAL FOR CHECK NUMBER 221651 DATED 08/21/2024 WRITTEN TO 49042 KIRKHAM MICHAEL						for the amount of	8118.30
01001	00144456402	ADVERT/LEGAL PUBL	VR 24082104-026	07/28/2024	-	2190-00008-0000	616.00
CHECK TOTAL FOR CHECK NUMBER 221652 DATED 08/21/2024 WRITTEN TO 49082 KIRX INC.						for the amount of	616.00
01001	00144456507	OPERATING SUPPLIES	VR 24082104-027	08/07/2024	-	089298	544.03
CHECK TOTAL FOR CHECK NUMBER 221653 DATED 08/21/2024 WRITTEN TO 49687 KOHL WHOLESALE						for the amount of	544.03
01001	00111506331	VHCL MTCE SUPPLIES	VR 24082104-028	07/30/2024	-	ENGINE 102	74.14
CHECK TOTAL FOR CHECK NUMBER 221654 DATED 08/21/2024 WRITTEN TO 51417 LEGACY FIRE APPARATUS						for the amount of	74.14
01001	00144306350	EQUIP REPAIR	VR 24082104-029	07/12/2024	-	0000282	100.00
CHECK TOTAL FOR CHECK NUMBER 221655 DATED 08/21/2024 WRITTEN TO 52990 LOKTRONICS SECURITY CORP						for the amount of	100.00
01001	00166306240	Travel & Conferences	VR 24082104-030	07/31/2024	-	REIMBURSEMENT	22.51
CHECK TOTAL FOR CHECK NUMBER 221656 DATED 08/21/2024 WRITTEN TO 53302 QUINTON LUNT						for the amount of	22.51
01610	61088176531	STREET MAINT SUPPLIES	VR 24082104-033	07/23/2024	-	77041	377.93
01610	61088176531	STREET MAINT SUPPLIES	VR 24082104-031	07/24/2024	-	77041	1095.73
01610	61088176531	STREET MAINT SUPPLIES	VR 24082104-032	08/06/2024	-	77041	855.79
CHECK TOTAL FOR CHECK NUMBER 221657 DATED 08/21/2024 WRITTEN TO 54390 MANATT'S INC						for the amount of	2329.45
01110	11022506331	VHCL MTCE SUPPLIES	VR 24082106-040	04/03/2024	-	C00005	485.00
CHECK TOTAL FOR CHECK NUMBER 221658 DATED 08/21/2024 WRITTEN TO 55325 MAUER SUPPLY INC						for the amount of	485.00
01110	11022106531	STREET MAINT SUPPLIES	VR 24082101-001	07/01/2024	-	31850255	59.98
01001	00122606504	TOOLS & SMALL EQUIP	VR 24082101-018	07/16/2024	-	31850255	30.97
01001	00144306504	TOOLS & SMALL EQUIP	VR 24082101-002	07/02/2024	-	31850255	66.94
01610	61088156507	OPERATING SUPPLIES	VR 24082101-003	07/02/2024	-	31850255	15.99
01001	00144306507	OPERATING SUPPLIES	VR 24082101-004	07/03/2024	-	31850255	4.79
01001	00111506504	TOOLS & SMALL EQUIP	VR 24082101-005	07/03/2024	-	31850255	22.01
01001	00111106331	VHCL MTCE SUPPLIES	VR 24082101-006	07/03/2024	-	31850255	53.06
01001	00144306504	TOOLS & SMALL EQUIP	VR 24082101-007	07/08/2024	-	31850255	95.96
01001	00144456504	TOOLS & SMALL EQUIP	VR 24082101-008	07/08/2024	-	31850255	1.74
01110	11022106504	TOOLS & SMALL EQUIP	VR 24082101-009	07/10/2024	-	31850255	36.27
01001	00144306504	TOOLS & SMALL EQUIP	VR 24082101-010	07/11/2024	-	31850255	30.44
01610	61088156507	OPERATING SUPPLIES	VR 24082101-011	07/12/2024	-	31850255	82.93
01610	61088156507	OPERATING SUPPLIES	VR 24082101-012	07/12/2024	-	31850255	27.95
01001	00144456507	OPERATING SUPPLIES	VR 24082101-013	07/12/2024	-	31850255	53.26

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01610	61088156507	OPERATING SUPPLIES	VR 24082101-014	07/15/2024	-	31850255	8.99
01610	61088156507	OPERATING SUPPLIES	VR 24082101-015	07/15/2024	-	31850255	-8.99
01001	00144396310	BLDG MAINT & REPAIR	VR 24082101-016	07/16/2024	-	31850255	179.76
01110	11022106531	STREET MAINT SUPPLIES	VR 24082101-017	07/16/2024	-	31850255	13.98
01610	61088156507	OPERATING SUPPLIES	VR 24082101-019	07/16/2024	-	31850255	9.99
01110	11022406531	STREET MAINT SUPPLIES	VR 24082101-020	07/17/2024	-	31850255	103.20
01001	00144306507	OPERATING SUPPLIES	VR 24082101-021	07/18/2024	-	31850255	52.93
01110	11022406531	STREET MAINT SUPPLIES	VR 24082101-022	07/18/2024	-	31850255	46.71
01610	61088156507	OPERATING SUPPLIES	VR 24082101-023	07/18/2024	-	31850255	50.92
01135	13544506504	TOOLS & SMALL EQUIP	VR 24082101-024	07/18/2024	-	31850255	32.42
01001	00122606507	OPERATING SUPPLIES	VR 24082101-025	07/18/2024	-	31850255	23.94
01110	11022106531	STREET MAINT SUPPLIES	VR 24082101-026	07/18/2024	-	31850255	73.30
01110	11022406531	STREET MAINT SUPPLIES	VR 24082101-027	07/22/2024	-	31850255	1.78
01001	00144306507	OPERATING SUPPLIES	VR 24082101-028	07/22/2024	-	31850255	34.98
01001	00144306507	OPERATING SUPPLIES	VR 24082101-029	07/23/2024	-	31850255	608.44
01110	11022426531	STREET MAINT SUPPLIES	VR 24082101-030	07/23/2024	-	31850255	13.96
01001	00144306504	TOOLS & SMALL EQUIP	VR 24082101-031	07/24/2024	-	31850255	133.74
01670	67088406331	VHCL MTCE SUPPLIES	VR 24082101-032	07/24/2024	-	31850255	1.22
01110	11022106504	TOOLS & SMALL EQUIP	VR 24082101-033	07/25/2024	-	31850255	19.98
01610	61088176504	TOOLS & SMALL EQUIP	VR 24082101-034	07/25/2024	-	31850255	46.44
01610	61088156507	OPERATING SUPPLIES	VR 24082101-035	07/26/2024	-	31850255	18.17
01673	67388436507	OPERATING SUPPLIES	VR 24082101-036	07/26/2024	-	31850255	27.34
01131	13122806507	OPERATING SUPPLIES	VR 24082101-037	07/29/2024	-	31850255	34.93
01001	00144306320	GROUNDS MAINT & REPAIR	VR 24082101-038	07/29/2024	-	31850255	7.96
CHECK TOTAL FOR CHECK NUMBER 221660 DATED 08/21/2024 WRITTEN TO 57385 MENARDS for the amount of							2118.38
01001	00144306496	REFUNDS	VR 24082104-034	08/12/2024	-	DAMAGE DEPOSIT	50.00
CHECK TOTAL FOR CHECK NUMBER 221661 DATED 08/21/2024 WRITTEN TO 57412 YOLANDA MENDOZA for the amount of							50.00
01173	17344136520	LIBRARY MAT.-JAMES ESTATE	VR 24082107-003	08/12/2024	-	2000006388	14.24
CHECK TOTAL FOR CHECK NUMBER 221662 DATED 08/21/2024 WRITTEN TO 59382 MIDWEST TAPE for the amount of							14.24
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082104-035	07/29/2024	-	#736	22.00
CHECK TOTAL FOR CHECK NUMBER 221663 DATED 08/21/2024 WRITTEN TO 59753 MIKES TIRE AND for the amount of							22.00
01110	11022426531	STREET MAINT SUPPLIES	VR 24082104-036	06/13/2024	-	OTT0001	6292.00
CHECK TOTAL FOR CHECK NUMBER 221664 DATED 08/21/2024 WRITTEN TO 60788 MOBOTREX for the amount of							6292.00
01001	00111506331	VHCL MTCE SUPPLIES	VR 24082104-037	07/01/2024	-	87937601	129.96
01001	00111506331	VHCL MTCE SUPPLIES	VR 24082104-038	07/02/2024	-	87937601	177.59
01610	61088156331	VHCL MTCE SUPPLIES	VR 24082106-043	07/29/2024	-	87937601	50.44
01610	61088156331	VHCL MTCE SUPPLIES	VR 24082106-042	07/31/2024	-	87937601	34.50
01610	61088156507	OPERATING SUPPLIES	VR 24082106-041	08/08/2024	-	87937601	39.01

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CHECK TOTAL FOR CHECK NUMBER 221665 DATED 08/21/2024 WRITTEN TO 61785 MOTION INDUSTRIES for the amount of							431.50
01610	61088176331	VHCL MTCE SUPPLIES	VR 24082104-039	07/31/2024	-	OTTAWAPW	596.53
CHECK TOTAL FOR CHECK NUMBER 221666 DATED 08/21/2024 WRITTEN TO 62580 MUNICIPAL PIPE TOOL CO LLfor the amount of							596.53
01110	11022986599	OTHER SUPPLIES	VR 24082104-040	07/31/2024	-	5755054-999	180.95
CHECK TOTAL FOR CHECK NUMBER 221667 DATED 08/21/2024 WRITTEN TO 65985 NORSOLV SYSTEMS ENVIRONM for the amount of							180.95
01110	11022106531	STREET MAINT SUPPLIES	VR 24082104-041	07/27/2024	-	OTTUMSTR	3212.45
CHECK TOTAL FOR CHECK NUMBER 221668 DATED 08/21/2024 WRITTEN TO 66001 NORRIS ASPHALT PAVING INCfor the amount of							3212.45
01001	00111506498	MISC CONTRACT WORK	VR 24082104-042	08/05/2024	-	STATION 1 AND 2	55.00
CHECK TOTAL FOR CHECK NUMBER 221669 DATED 08/21/2024 WRITTEN TO 66561 OFFICIAL PEST CONTROL for the amount of							55.00
01673	67388436402	ADVERT/LEGAL PUBL	VR 24082106-044	07/11/2024	-	9997	200.00
01673	67388436402	ADVERT/LEGAL PUBL	VR 24082106-045	07/11/2024	-	9997	500.00
01673	67388436402	ADVERT/LEGAL PUBL	VR 24082106-046	08/02/2024	-	9997	200.00
CHECK TOTAL FOR CHECK NUMBER 221670 DATED 08/21/2024 WRITTEN TO 67079 ONMEDIA for the amount of							900.00
01110	11022986504	TOOLS & SMALL EQUIP	VR 24082102-001	07/02/2024	-	131522	24.99
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-002	07/02/2024	-	131522	232.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-003	07/08/2024	-	131522	26.35
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-004	07/08/2024	-	131522	76.98
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-005	07/08/2024	-	131522	-25.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-006	07/08/2024	-	131522	200.90
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-007	07/08/2024	-	131522	11.47
01110	11022986504	TOOLS & SMALL EQUIP	VR 24082102-008	07/08/2024	-	131522	-200.90
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-009	07/11/2024	-	131522	60.54
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-010	07/12/2024	-	131522	63.15
01610	61088156331	VHCL MTCE SUPPLIES	VR 24082102-011	07/13/2024	-	131522	7.99
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-012	07/16/2024	-	131522	41.47
01610	61088156331	VHCL MTCE SUPPLIES	VR 24082102-013	07/16/2024	-	131522	4.90
01135	13544506331	VHCL MTCE SUPPLIES	VR 24082102-014	07/17/2024	-	131522	133.71
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-015	07/17/2024	-	131522	11.33
01001	00111506331	VHCL MTCE SUPPLIES	VR 24082102-016	07/19/2024	-	131522	19.47
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-017	07/24/2024	-	131522	23.80
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-018	07/25/2024	-	131522	3.15
CHECK TOTAL FOR CHECK NUMBER 221671 DATED 08/21/2024 WRITTEN TO 67098 O'REILLY AUTOMOTIVE for the amount of							716.30
01001	00111506230	TRAINING	VR 24082104-043	07/22/2024	-	HULL	1100.00
CHECK TOTAL FOR CHECK NUMBER 221672 DATED 08/21/2024 WRITTEN TO 68237 OTTUMWA LEADERSHIP ACADEMfor the amount of							1100.00
01001	00144456162	EMPLOYEE PHYSICALS/TEST	VR 24082104-044	08/01/2024	-	4180K6270	145.00

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01110	11022426162	EMPLOYEE PHYSICALS/TESTS	VR 24082104-045	08/01/2024	-	4180K6270	40.00
CHECK TOTAL FOR CHECK NUMBER 221673 DATED 08/21/2024 WRITTEN TO 68238 OTTUMWA HEALTH GROUP LLC for the amount of							185.00
01001	00144206490	OTHER PROF SERV	VR 24082104-046	08/02/2024	-	BUDGET-SERVICES	3745.00
01001	00144206507	OPERATING SUPPLIES	VR 24082104-047	08/02/2024	-	BUDGET	82.14
CHECK TOTAL FOR CHECK NUMBER 221674 DATED 08/21/2024 WRITTEN TO 68248A OTTUMWA MUNICIPAL BAND for the amount of							3827.14
01001	00144456414	PRINTING	VR 24082104-048	07/30/2024	-	JOB 0315	139.00
CHECK TOTAL FOR CHECK NUMBER 221675 DATED 08/21/2024 WRITTEN TO 68560 OTTUMWA PRINTING, INC. for the amount of							139.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082106-047	06/18/2024	-	14000284\	284.81
CHECK TOTAL FOR CHECK NUMBER 221676 DATED 08/21/2024 WRITTEN TO 73290 POWERPLAN for the amount of							284.81
01001	00166506409	JANITORIAL	VR 24082104-049	07/31/2024	-	CLEANING JULY	2000.00
01131	13122806409	JANITORIAL	VR 24082104-050	07/31/2024	-	CLEANING JULY	100.00
01001	00144396409	JANITORIAL	VR 24082104-051	07/31/2024	-	CLEANING JULY	1110.00
CHECK TOTAL FOR CHECK NUMBER 221677 DATED 08/21/2024 WRITTEN TO 73971 PROFESSIONAL JANITORIAL for the amount of							3210.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082103-008	07/15/2024	-	561	216.87
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082103-009	07/15/2024	-	561	201.33
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082103-010	07/16/2024	-	561	488.23
CHECK TOTAL FOR CHECK NUMBER 221678 DATED 08/21/2024 WRITTEN TO 74626 QUALITY SERVICES CORP for the amount of							906.43
01001	00111106350	EQUIP REPAIR	VR 24082106-048	08/12/2024	-	148-162	60.00
CHECK TOTAL FOR CHECK NUMBER 221679 DATED 08/21/2024 WRITTEN TO 74955 RACOM CORPORATION for the amount of							60.00
01001	00166106240	TRAVEL & CONFERENCE	VR 24082105-048	08/14/2024	-	REIMBURSEMENT	242.54
CHECK TOTAL FOR CHECK NUMBER 221680 DATED 08/21/2024 WRITTEN TO 75152 PHILIP RATH for the amount of							242.54
01001	00144456350	EQUIP REPAIR	VR 24082106-049	08/12/2024	-	33822	570.25
CHECK TOTAL FOR CHECK NUMBER 221681 DATED 08/21/2024 WRITTEN TO 75898 RECREONICS, INC. for the amount of							570.25
01151	15144326499	CONTRACTUAL SERVICES	VR 24082106-050	07/25/2024	-	CITY HALL RENOVATION	307528.16
CHECK TOTAL FOR CHECK NUMBER 221682 DATED 08/21/2024 WRITTEN TO 77203 RG CONSTRUCTION, LLC for the amount of							307528.16
01670	67088406507	OPERATING SUPPLIES	VR 24082107-004	08/04/2024	-	PORTABLE	115.16
CHECK TOTAL FOR CHECK NUMBER 221683 DATED 08/21/2024 WRITTEN TO 78105 ROYAL PORTABLE TOILETS for the amount of							115.16
01001	00144306504	TOOLS & SMALL EQUIP	VR 24082107-006	08/05/2024	-	COO	61.98
01610	61088156331	VHCL MTCE SUPPLIES	VR 24082107-005	08/06/2024	-	COO	38.99

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CHECK TOTAL FOR CHECK NUMBER 221684 DATED 08/21/2024 WRITTEN TO 78279 S & L ALL SEASON for the amount of							100.97
01670	67088406407	ENGINEERING	VR 24082107-009	07/31/2024	-	27223157.24	600.00
01670	67088406407	ENGINEERING	VR 24082107-008	07/31/2024	-	27223158.25	2062.81
01670	67088406407	ENGINEERING	VR 24082107-007	07/31/2024	-	07224143.00	2531.20
CHECK TOTAL FOR CHECK NUMBER 221685 DATED 08/21/2024 WRITTEN TO 78293 SCS ENGINEERS for the amount of							5194.01
01173	17344136540	PROGRAM SUPPLIES	VR 24082107-010	08/02/2024	-	CARNIVAL	125.00
CHECK TOTAL FOR CHECK NUMBER 221686 DATED 08/21/2024 WRITTEN TO 79357 SOMETHING OUTTA NOTHING for the amount of							125.00
01133	13344106310	BUILDING MAINT REPAIR	VR 24082107-012	08/01/2024	-	ACCT 1003269	240.70
01001	00166506310	BUILDING MAINTENANCE REPAVR	VR 24082107-011	08/01/2024	-	ACCT 1003275	293.75
CHECK TOTAL FOR CHECK NUMBER 221687 DATED 08/21/2024 WRITTEN TO 79358 SCHUMACHER ELEVATOR CO for the amount of							534.45
01110	11022106531	STREET MAINT SUPPLIES	VR 24082107-013	08/07/2024	-	32144730	1202.17
CHECK TOTAL FOR CHECK NUMBER 221688 DATED 08/21/2024 WRITTEN TO 81367 BEN SHINN TRUCKING INC for the amount of							1202.17
01001	00111506240	TRAVEL & CONFERENCE	VR 24082107-014	07/28/2024	-	TRAVEL REIMBURSEMENT	240.57
CHECK TOTAL FOR CHECK NUMBER 221689 DATED 08/21/2024 WRITTEN TO 81445 PATRICK SHORT for the amount of							240.57
01001	00144456402	ADVERT/LEGAL PUBL	VR 24082107-016	07/31/2024	-	30309	1080.00
01001	00144456402	ADVERT/LEGAL PUBL	VR 24082107-017	07/31/2024	-	30309	900.00
CHECK TOTAL FOR CHECK NUMBER 221690 DATED 08/21/2024 WRITTEN TO 82134 SINCLAIR BROADCAST GROUP for the amount of							1980.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-034	07/30/2024	-	1550	148.51
01131	13122806507	OPERATING SUPPLIES	VR 24082102-019	07/01/2024	-	1550	140.10
01670	67088406331	VHCL MTCE SUPPLIES	VR 24082102-020	07/02/2024	-	1550	26.83
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-021	07/10/2024	-	1550	25.17
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-022	07/12/2024	-	1550	124.53
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-023	07/15/2024	-	1550	36.53
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-024	07/16/2024	-	1550	27.56
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-025	07/17/2024	-	1550	9.94
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-026	07/23/2024	-	1550	33.85
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-027	07/23/2024	-	1550	21.73
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-028	07/23/2024	-	1550	83.35
01670	67088406331	VHCL MTCE SUPPLIES	VR 24082102-029	07/23/2024	-	1550	10.34
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-030	07/23/2024	-	1550	17.33
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-031	07/24/2024	-	1550	34.66
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-032	07/25/2024	-	1550	13.58
01610	61088156507	OPERATING SUPPLIES	VR 24082102-033	07/26/2024	-	1550	5.46
01131	13122806507	OPERATING SUPPLIES	VR 24082102-035	07/30/2024	-	1550	30.48
01110	11022986331	VHCL MTCE SUPPLIES	VR 24082102-036	07/31/2024	-	1550	4.97

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CHECK TOTAL FOR CHECK NUMBER 221691 DATED 08/21/2024 WRITTEN TO 82136 SINCLAIR NAPA for the amount of							794.92
01110	11022986181	CLOTHING ALLOWANCE	VR 24082107-015	08/01/2024	-	BOOT ALLOWANCE	144.45
CHECK TOTAL FOR CHECK NUMBER 221692 DATED 08/21/2024 WRITTEN TO 82249 JEFF SLY for the amount of							144.45
01001	00111106490	OTHER PROF SERV	VR 24082107-018	07/30/2024	-	SA	163.50
CHECK TOTAL FOR CHECK NUMBER 221693 DATED 08/21/2024 WRITTEN TO 84947 STANARD & ASSOC INC for the amount of							163.50
01110	11022426727	OTHER CAPITAL EQUIP	VR 24082107-019	07/24/2024	-	QUOTE 34561/34562	14157.52
CHECK TOTAL FOR CHECK NUMBER 221694 DATED 08/21/2024 WRITTEN TO 86596 SUBSURFACE SOLUTIONS LLC for the amount of							14157.52
01001	00144306410	CONTRACT EMPLOYEES	VR 24082107-025	06/24/2024	-	03-0077	1794.00
01001	00144306410	CONTRACT EMPLOYEES	VR 24082107-024	06/24/2024	-	03-0077	2097.60
01610	61088156410	CONTRACT EMPLOYEES	VR 24082107-038	07/01/2024	-	03-0077	441.60
01673	67388436410	CONTRACT EMPLOYEES	VR 24082107-037	07/01/2024	-	03-0077	1851.96
01001	00144306410	CONTRACT EMPLOYEES	VR 24082107-021	07/08/2024	-	03-0077	2016.87
01610	61088176410	CONTRACT EMPLOYEES	VR 24082107-041	07/29/2024	-	03-0077	1426.92
01135	13544506410	CONTRACT EMPLOYEES	VR 24082107-042	07/29/2024	-	03-0032	1558.02
01610	61088176410	CONTRACT EMPLOYEES	VR 24082107-029	08/05/2024	-	03-0077	1386.38
01001	00144306410	CONTRACT EMPLOYEES	VR 24082107-030	08/05/2024	-	03-0077	1794.00
01110	11022106410	CONTRACT EMPLOYEES	VR 24082107-028	08/05/2024	-	03-0077	1391.04
01001	00144306410	CONTRACT EMPLOYEES	VR 24082107-039	08/05/2024	-	03-0077	2658.58
01110	11022406410	CONTRACT EMPLOYEES	VR 24082107-022	08/05/2024	-	03-0077	621.00
01610	61088156410	CONTRACT EMPLOYEES	VR 24082107-034	08/05/2024	-	03-0077	734.85
01670	67088406410	CONTRACT EMPLOYEES	VR 24082107-040	08/05/2024	-	03-0077	542.69
01673	67388436410	CONTRACT EMPLOYEES	VR 24082107-031	08/05/2024	-	03-0077	1184.04
01610	61088176410	CONTRACT EMPLOYEES	VR 24082107-033	08/12/2024	-	03-0077	1600.80
01001	00144306410	CONTRACT EMPLOYEES	VR 24082107-026	08/12/2024	-	03-0077	1794.00
01110	11022106410	CONTRACT EMPLOYEES	VR 24082107-027	08/12/2024	-	03-0077	1545.60
01001	00144306410	CONTRACT EMPLOYEES	VR 24082107-023	08/12/2024	-	03-0077	2535.75
01110	11022406410	CONTRACT EMPLOYEES	VR 24082107-032	08/12/2024	-	03-0077	331.20
01610	61088156410	CONTRACT EMPLOYEES	VR 24082107-035	08/12/2024	-	03-0077	883.20
01670	67088406410	CONTRACT EMPLOYEES	VR 24082107-036	08/12/2024	-	03-0077	664.13
01673	67388436410	CONTRACT EMPLOYEES	VR 24082107-020	08/12/2024	-	03-0077	1760.88
CHECK TOTAL FOR CHECK NUMBER 221696 DATED 08/21/2024 WRITTEN TO 86970 SUPREME STAFFING INC for the amount of							32615.11
01001	00144306496	REFUNDS	VR 24082107-043	08/12/2024	-	DAMAGE DEPOSIT	100.00
CHECK TOTAL FOR CHECK NUMBER 221697 DATED 08/21/2024 WRITTEN TO 89071 KATHERINE TOOM for the amount of							100.00
01610	61088156507	OPERATING SUPPLIES	VR 24082105-038	07/09/2024	-	16118	338.74
01610	61088156507	OPERATING SUPPLIES	VR 24082105-039	07/09/2024	-	16118	95.68
01610	61088156507	OPERATING SUPPLIES	VR 24082105-041	07/09/2024	-	16118	12.60
01610	61088156507	OPERATING SUPPLIES	VR 24082105-040	07/09/2024	-	16118	76.35
01610	61088156504	TOOLS & SMALL EQUIP	VR 24082105-042	07/15/2024	-	16118	41.95
01610	61088156507	OPERATING SUPPLIES	VR 24082105-043	07/18/2024	-	16118	62.40

REPORT DATE 08/15/2024
SYSTEM DATE 08/15/2024
FILES ID O

CITY OF OTTUMWA
CHECK REGISTER
COMPLETE REGISTER OF ALL SORTED CHECKS

PAGE 13
TIME 15:35:04
USER MITCHELLK

BATCH NUMBER CHKX

CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
01610	61088176331	VHCL MTCE SUPPLIES	VR 24082105-044	07/23/2024	-	16118	86.76
01110	11022306531	STREET MAINT SUPPLIES	VR 24082105-045	07/24/2024	-	16118	58.26
01610	61088156507	OPERATING SUPPLIES	VR 24082105-046	07/24/2024	-	16118	26.46
01610	61088156507	OPERATING SUPPLIES	VR 24082105-047	07/31/2024	-	16118	73.92
CHECK TOTAL FOR CHECK NUMBER 221698 DATED 08/21/2024 WRITTEN TO 92555 THE VAN METER COMPANY for the amount of							873.12
01301	30177436499	CONTRACTUAL SERVICES	VR 24082105-050	08/15/2024	-	CS-TSF-5825(649)85-90	382843.69
CHECK TOTAL FOR CHECK NUMBER 221699 DATED 08/21/2024 WRITTEN TO 96744 WICKS CONSTRUCTION INC for the amount of							382843.69
01131	13122806310	BLDG MAINT & REPAIR	VR 24082107-044	07/31/2024	-	A/C REPAIR	410.00
CHECK TOTAL FOR CHECK NUMBER 221700 DATED 08/21/2024 WRITTEN TO 97320 WINGER COMPANIES for the amount of							410.00
01133	13344106370	NATURAL GAS	VR 24082107-045	08/08/2024	-	129 N COURT	33.16
01001	00166506370	NATURAL GAS	VR 24082107-046	08/08/2024	-	105 E 3RD	31.83
01001	00144456370	NATURAL GAS	VR 24082107-047	08/08/2024	-	101 CHURCH ST	446.36
01001	00144456370	NATURAL GAS	VR 24082107-048	08/08/2024	-	101 CHURCH ST	830.33
01673	67388436370	NATURAL GAS	VR 24082107-049	08/08/2024	-	2415 EMMA ST	33.94
01610	61088156370	NATURAL GAS	VR 24082107-050	08/08/2024	-	2222 EMMA ST	2603.06
01110	11022976370	NATURAL GAS	VR 24082107-051	08/08/2024	-	550 GATEWAY	36.49
01110	11022976370	NATURAL GAS	VR 24082107-052	08/08/2024	-	555 S ELM	29.87
01001	00144456370	NATURAL GAS	VR 24082107-053	08/08/2024	-	CREDIT	-7.38
CHECK TOTAL FOR CHECK NUMBER 221701 DATED 08/21/2024 WRITTEN TO 97577 WOODRIVER ENERGY LLC for the amount of							4037.66
01 Bank Code TOTALS for 00094 Checks to 00094 Vendors for the amount of							966740.75
REPORT TOTALS for 00094 Checks to 00094 Vendors for the amount of							966740.75

REPORT DATE 08/15/2024
SYSTEM DATE 08/15/2024
FILES ID 0

CITY OF OTTUMWA
CHECK REGISTER
COMPLETE REGISTER OF ALL SORTED CHECKS

PAGE 14
TIME 15:35:04
USER MITCHELLK

BATCH NUMBER CHKX

SUMMARY PAGE INFORMATION

ERRORS DETECTED: 0

END OF REPORT



Item No. B.-3.

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: August 20, 2024

John Lloyd WPCF Superintendent
Prepared By

Public Works - WPCF
Department

Phillip Burgmeier Public Works Director *PB*
Department Head

PLG RTH

City Administrator Approval

AGENDA TITLE: SCADA hardware and software upgrades

☐

****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:

Approve the purchase of four new workstations, four Wonderware license upgrades, one Win-911 Interactive license, and one SCADA (Supervisory Control and Data Acquisition) Graphics Update.

DISCUSSION:

The current workstations (PC's) are no longer supporting the operating systems. Because of this situation they are more prone to being hacked, but more importantly prone to having reliability issues. The Wonderware software that is currently running is two versions old. So not only are there reliability issues and equipment that is aged out, we would not be able to move forward with fiber optic communication between our lift stations and the WPCF without both PC's and Wonderware Software upgrades. Wonderware (SCADA software) allows WPCF staff to see what is going on at a station. This is particularly useful if the lift station has sent an alarm. If an alarm is sent we can begin to think about what might be causing the alarm and what we need to do to address the situation before we even leave the WPCF.

This purchase would come from line item 610-8-815-6419 which had \$68,750 budgeted specifically for this project. This budget expense was good in October of 2023. The current quote is \$75,114. This extra \$6,364 expense may be absorbed by the \$15,000 we had budgeted for SCADA maintenance in the current fiscal year. It is our understanding that the bulk of the increase is due to the sale of the software company and its' subsequent increase of the software.

Source of Funds: Sewer Fund

Budgeted Item: YES

Budget Amendment Needed: NO



Mr. John Lloyd
City of Ottumwa, IA
2222 S. Emma St.
Ottumwa, IA 52501

July 24, 2024

SUBJECT: Ottumwa, IA Water Pollution Control Facility SCADA Upgrade

Mr. Lloyd,

We are pleased to offer the following proposal for the SCADA hardware and software upgrade for your water pollution control facility. The operating system utilized by your existing SCADA PCs is no longer supported and carries serious security and reliability vulnerabilities. The SCADA software utilized by your existing PCs is no longer supported and incompatible with modern operating systems. The alarm dialing software and hardware is no longer supported and incompatible with modern operating systems. For these reasons it is our recommendation to upgrade the hardware and software for your SCADA system.

Included as Option Item F is a graphics update and redevelopment for your SCADA application. Your existing application was originally developed many years ago using an early software version. Modern advances in software have yielded much improved capabilities for graphics and animation. Modern graphics provide a much more intuitive user experience which helps to provide quick intervention, increase operational efficiency, and reduce training time and costs.

Our proposal includes equipment and services as detailed below.

SCADA Networking Hardware and Software

- A Four (4) **New SCADA Computer Workstations** to include Dell Precision desktop computer, Intel Core i7 processor, Windows 11 Professional operating system, Microsoft Office Professional, 32 GB memory, (2) 1 TB SSD with RAID, wireless keyboard and mouse, 3-Year Pro-Support with NBD limited onsite service, and 24" monitor.

Computer specifications may vary slightly based on the latest specifications available at the time of order.

- B Four (4) **Wonderware InTouch Runtime License Upgrades** to include current version with compatibility with Windows 11 Operating System.

SCADA software to include (4) runtime licenses for operation on the workstation.



Branch Office
515.232.4770
2740 Ford St.
Ames, IA 50010



Corporate Office
651.631.9005
2400 W County Rd. D
St. Paul, MN 55112



Branch Office
308.940.0649
Grand Island, NE

- C One (1) **Win-911 Interactive** to include license upgrade and modem in current version with compatibility with Windows 11 Operating System.
- D One (1) **Professional Services** to include the following:
1. Unpack and set up the new computer.
 2. Install Windows Operating System, Aveva InTouch Graphic User Interface Software, MS-Office Suite, Win-911 Interactive, and all associated drivers.
 3. Onsite Field Services for startup, commissioning, and operator training.

Note* All software files and media will be licensed in the city's name and turned over to the city upon completion.

- E One (1) Set of Complete **Installation, Operation, and Maintenance Manuals**.

Your net price for Items A through E, FOB factory with **freight allowed** to jobsite including one (1) year warranty from date of startup (not to exceed 18 months from date of shipment).....**\$60,504.00 PLUS TAX** .

SCADA Software Graphics Update

- F One (1) **SCADA Graphics Update** to include redevelopment of your existing graphics utilizing modern graphics and resized for 1920x1080 or higher resolution.

Your net price for Option Item F, FOB factory with **freight allowed** to jobsite including one (1) year warranty from date of startup (not to exceed 18 months from date of shipment).....**\$14,610.00 PLUS TAX** .

The above price for Items A through F **does not** include any:

1. Sales or use taxes.
2. Bond costs.
3. License fees or permits of any kind.
4. Reporting software.
5. Interconnecting wire, cables, or conduits between control panels, MCCs, workstations, and primary devices.



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Ames, IA 50010



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Grand Island, NE



6. Instrumentation of any kind.
7. Labor or any other miscellaneous materials that may be required for installation not specifically detailed above.

Thank you very much for the opportunity of providing you with the above proposal, should you wish to proceed with an order please sign on the space provided below and return a copy to this office.

We look forward to hearing from you, should you have any questions please don't hesitate to give me a call.

Sincerely,

Jake McFarland
Automatic Systems Company

Accepted by: _____ Date: _____

Items Accepted: _____ Purchase Order No: _____

Purchase Order Amount: _____



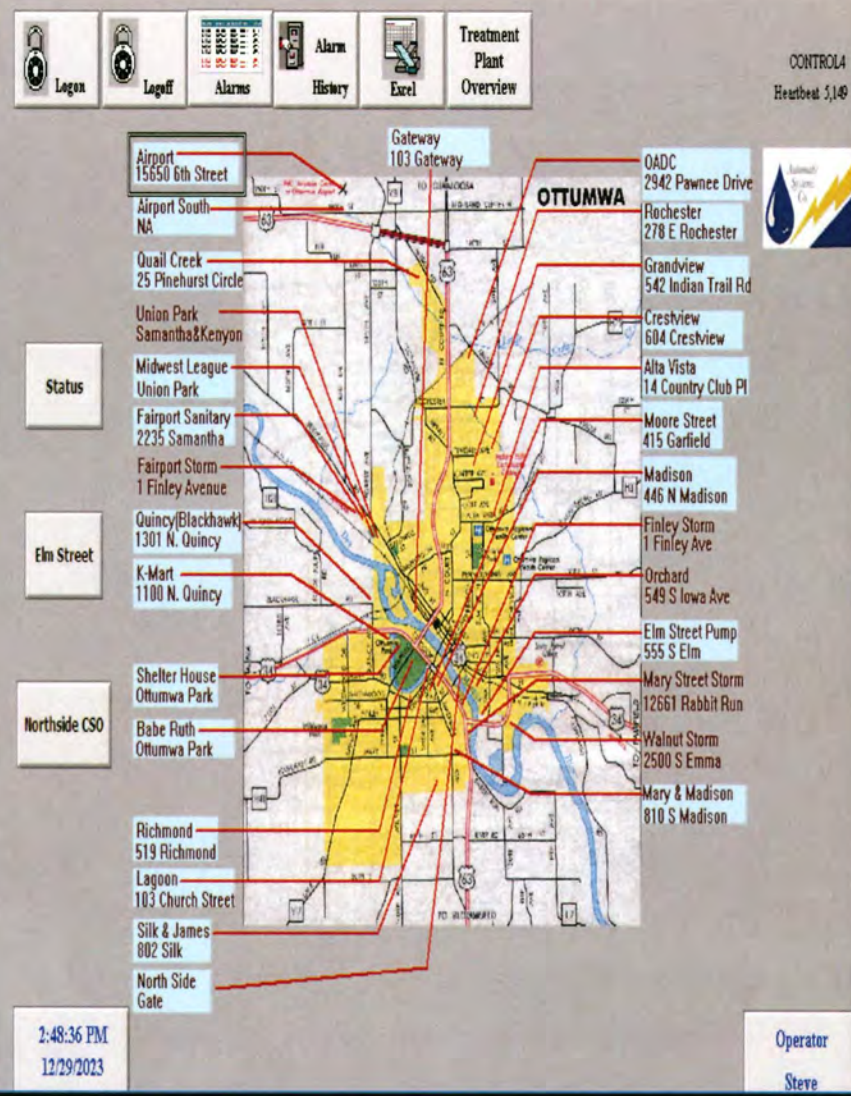
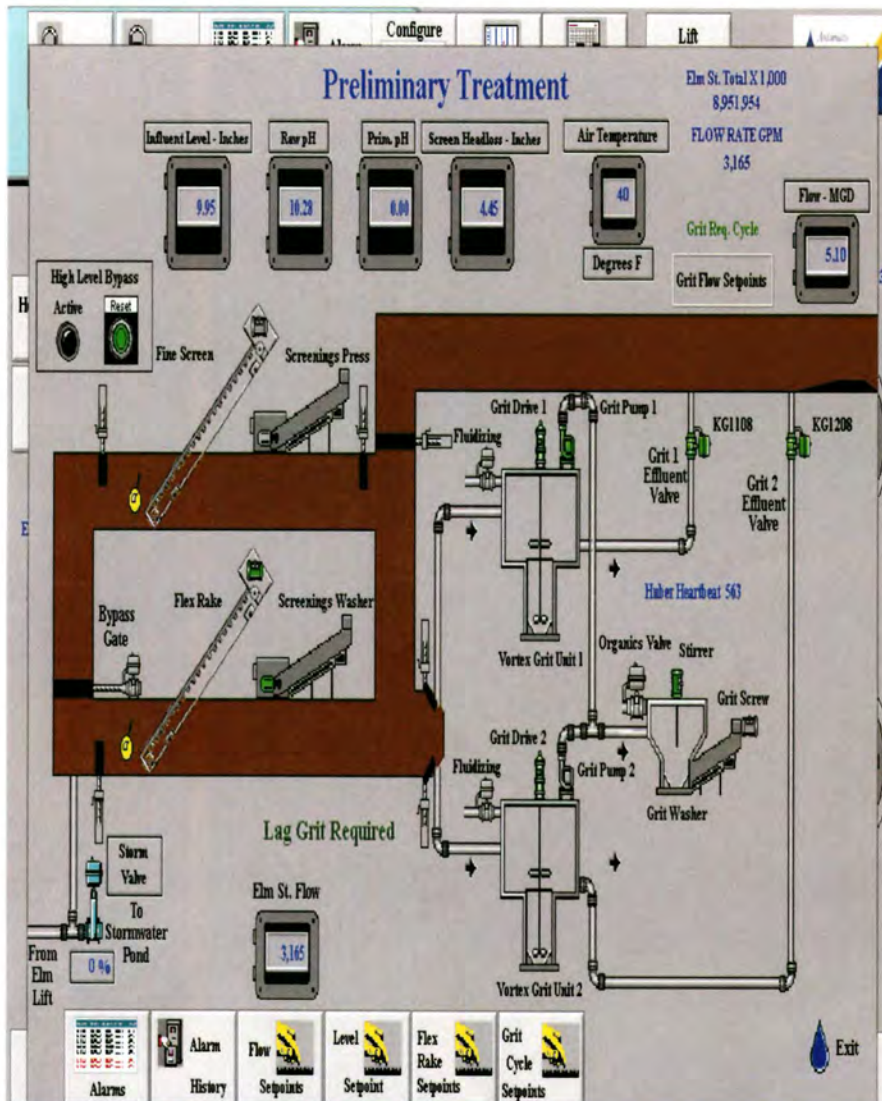
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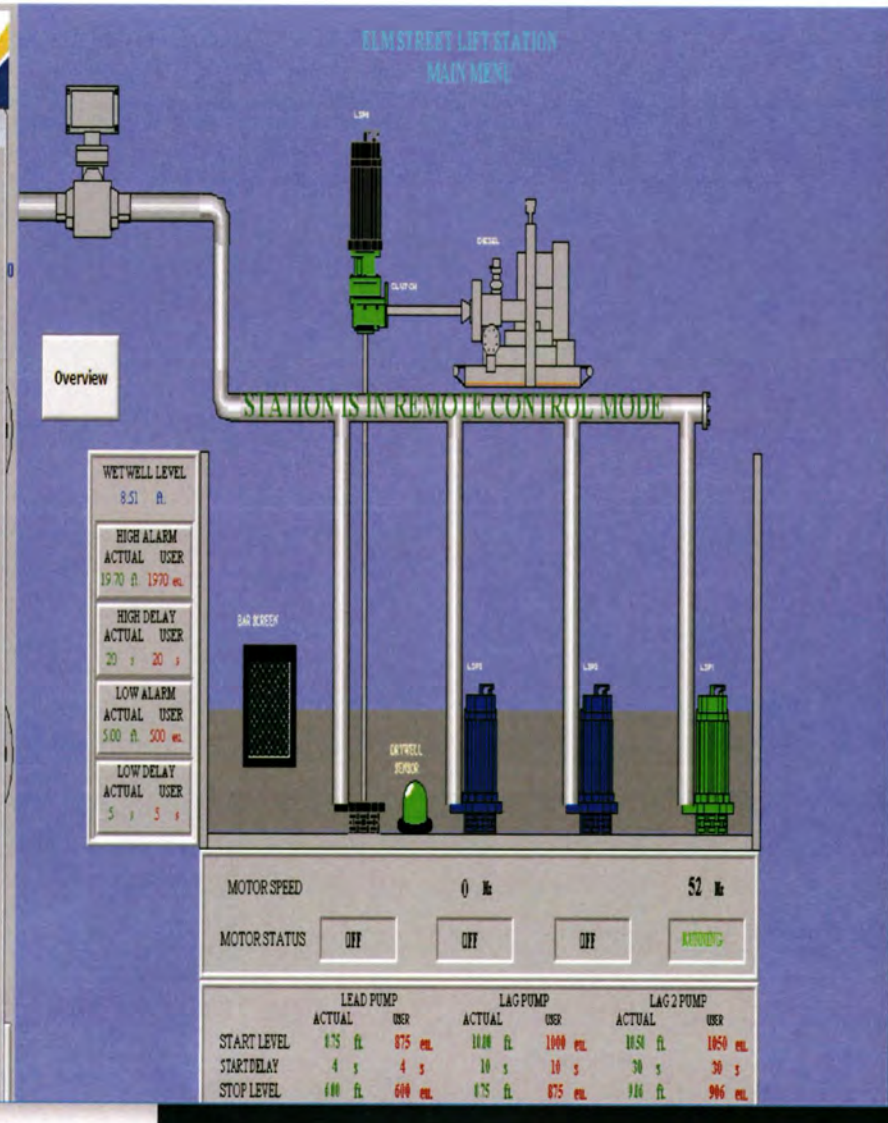
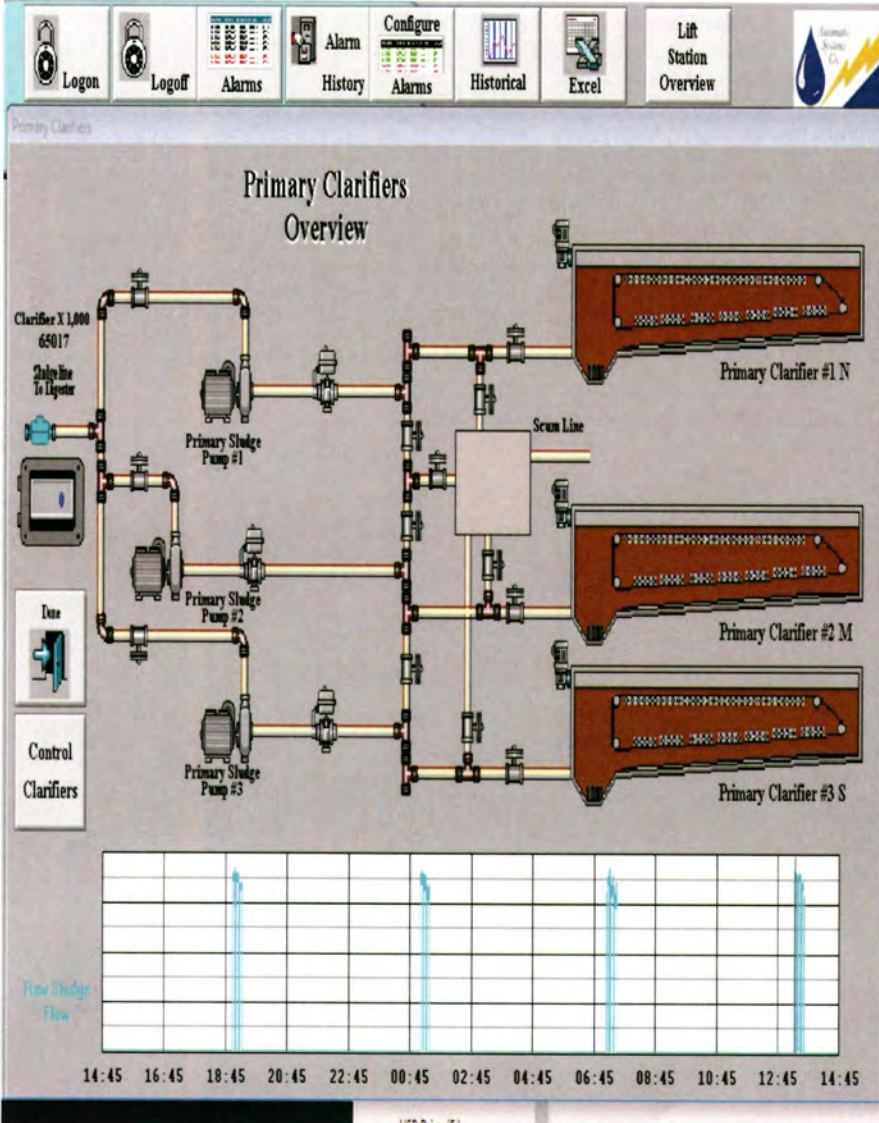


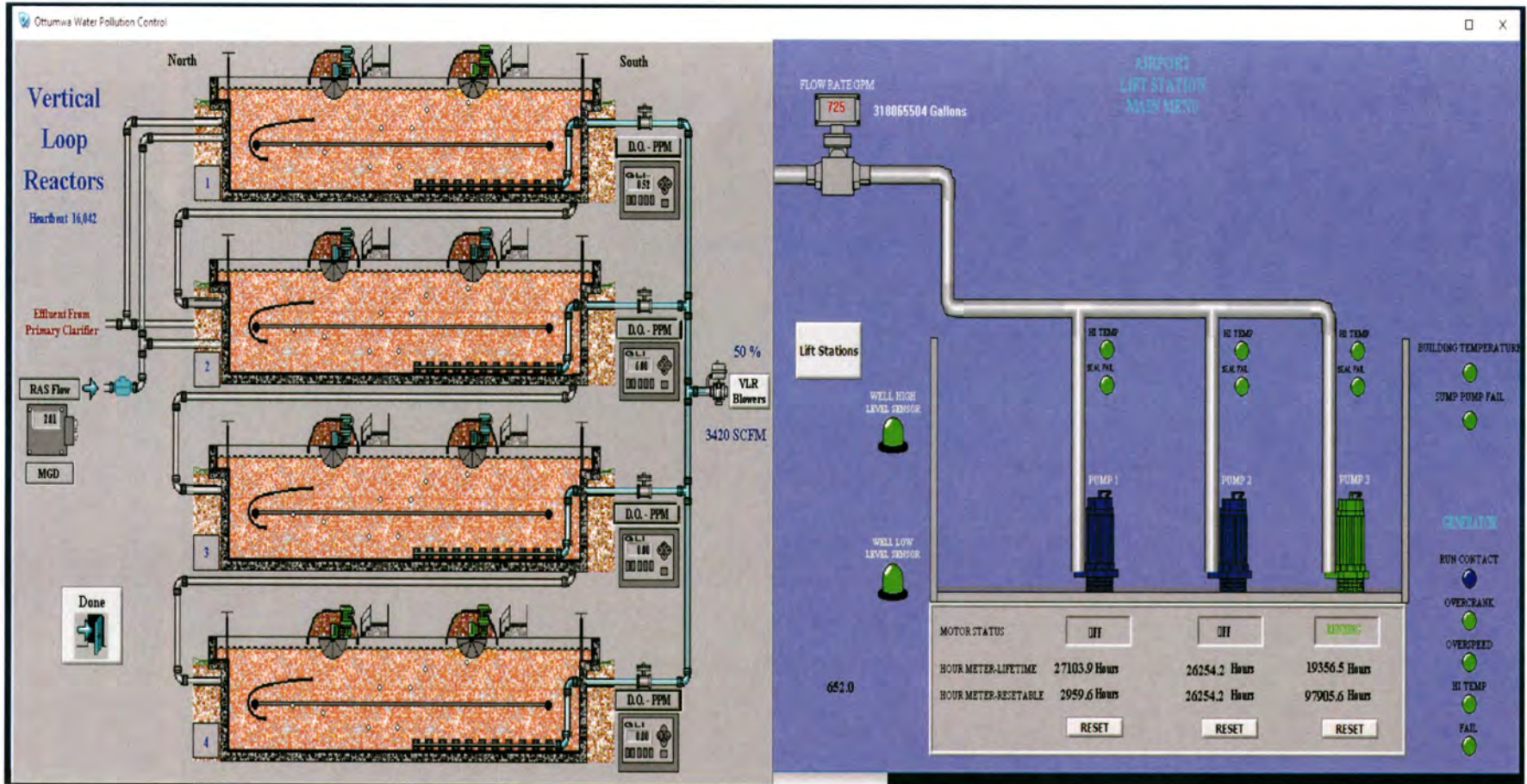
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2400 W County Rd. D
St. Paul, MN 55112



Branch Office
308.940.0649
Grand Island, NE







Logon Logoff Alarms History Configure Alarms Historical Excel Lift Station Overview

Storm Water Lagoon

Preliminary Treatment Studge Dewatering

Hours & Flow Readings Generator Screen

Elm St. Total X1,000
8,951,949
FLOW RATE GPM
3,253

Influent Pumping

Elm St. Flow (GPM)
3,253

1402.8 GPM RAS
3558.9 GPM Influent

Digesters

Admin. Bldg.

Maintenance

Primary Clarifiers

RAS Pump Station

UV

Final Clarifier

Blower Control Building

VLR #1 VLR #2 VLR #3 VLR #4

Studge Conditioning Tanks

2:46:59 PM
12/29/2023

Comm Status

Steve
Logged On

CONTROL4
Grit Hearbeat 466
Digester Hearbeat 5,961
VLR Hearbeat 16,229
Recirculation Hearbeat 14,238
Headworks Hearbeat 22,897

ELM STREET LIFT STATION
MAIN MENU

Overview

STATION IS IN REMOTE CONTROL MODE

WETWELL LEVEL
8.47 ft.

HIGH ALARM
ACTUAL USER
19.70 ft. 19.70 ft.

HIGH DELAY
ACTUAL USER
30 s 20 s

LOW ALARM
ACTUAL USER
5.00 ft. 5.00 ft.

LOW DELAY
ACTUAL USER
5 s 5 s

MOTOR SPEED
0 Hz 52 Hz

MOTOR STATUS
OFF OFF OFF RUNNING

	LEAD PUMP		LAG PUMP		LAG 2 PUMP	
	ACTUAL	USER	ACTUAL	USER	ACTUAL	USER
START LEVEL	8.75 ft.	8.75 ft.	11.00 ft.	10.00 ft.	11.50 ft.	10.50 ft.
START DELAY	4 s	4 s	10 s	10 s	30 s	30 s
STOP LEVEL	11.00 ft.	6.00 ft.	8.75 ft.	8.75 ft.	9.00 ft.	9.00 ft.



Item No. B.-4.

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: August 20, 2024

John Lloyd WPCF Superintendent
Prepared By

Public Works - WPCF
Department

Phillip Burgmeier Public Works Director
Department Head

PB



City Administrator Approval

AGENDA TITLE: Crane Truck

☐

****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:

Approve the purchase and construction of a Crane Truck.

DISCUSSION: This is to replace the current crane truck. Truck #20 has 73,193 miles, but also has 5,169 idle hours as engine power is required to operate the crane. The safety switch will trigger unnecessarily. The crane can no longer lift its nameplate capacity. There are other hydraulic issues in the controls, for instance the boom raises when being retracted. The truck box has been deteriorating and has had to be welded several time. Fleet inspection says that the truck needs to be replaced. The mechanic body and crane will be added separately after we take possession of the truck. The reason for separating the truck from the box and crane is that we can get better pricing. The cost is \$54,314.45. This was on the state bid so no other additional quotes are needed.

The Mechanics Body and Crane is also under the State of Iowa Contact: Truck Chassis Customization #230050271 which is a Stellar brand TMAX 1-11 Mechanic body. The cost of the Body and Crane is \$113,294.

This purchase of 167,608.45 would come from line item 610-8-815-6799, which was budgeted \$190,000. With approval of this expenditure and previous purchases the remaining balance is \$22,391.55 from this line item in the WPCF Capital Improvement fund.

Source of Funds: Sewer Fund

Budgeted Item: YES

Budget Amendment Needed: NO

Examples: F550

	4X2	4X4
Make:	FORD	FORD
Model Name:	F550	F550
Exact Model Code:	F5G	FSH
Trim Pkg. Common Name:	XL	XL
Exact Trim Pkg. Code:	660A	660A
Engine Code:	99N	99N
Transmission Code:	44G	44G
Towing Capacity:	18500	18500

STIVERS

Body & Chassis	Minimum Requirements	Mfg. Codes - Specs (Note STD for standard)
Gross Vehicle Weight Rating	18,000 lb. GVWR minimum	STATE GVWR: 18000
Wheelbase length	84 inch CA only	STATE WHEELBASE: 169
Engine		
Engine Size (Cylinder/Liter)	Base V8 or V10 Engine (E85 FFV, if available, must be provided) E85 FFV Engine?	Cylinders: 8 Liters: 7.3 HP: 430 Torque:485 N Notes:
Engine Block Heater		41H
Drive Axle		
Rear Axle	Limited Slip / Locking Differential	X8L
Transfer Case (4X4)	With HI/Lc ranges	STD
Transmission		
Transmission	Power take-off provision	STD
Doors & Windows		
Doors	Power door locks with remote keyless entry	STD
Key Sets with Fobs	2 Fobs with push button start or 2 keys and fobs w/o push button start	STD
Windows	Power	STD
Wipers	Intermittent	STD
Electrical		
Power Point	Located in Driver Area	STD
Exterior		
Fuel Tank	Highest capacity fuel tank package available. If option exists, must be provided.	STATE CAPACITY: 40
Fuel Filler Neck Kit	Filler cab set-back adapter kit(s), factory type suitable for flush mounting neck(s) into flat side of body	STD
Rear Tailights	Cab/Chassis	STD
Floor		
Floor Covering	Full floor covering, rubber preferred - if available it must be provided. OEM Floor Mats only provided if floor covering must be carpet.	STD
Interior		
Air Conditioning	AC with all required options.	STD
Bluetooth	Dealer installed when factory installed is not available.	STD Factory installed? Y
Gauge Package	Tachometer, oil pressure, coolant temperature, voltmeter and/or transmission temperature.	STD
Radio	AM/FM with internal clock	STD
Steering Column	Tilt / Cruise Control	STD
Trim Package	Interior, with insulating headliner, full door and back of cab panels, dome lamp. Split bench seat with cloth upholstery, folding center seat/armrest/storage box.	1S
Safety		
Brakes	Power 4 Wheel Anti-lock	STD
Daytime Running Lights		STD
Tires & Wheels		
Tires	All Terrain rating only (no all-season M&S rating) radial.	TGM/TGK front are AS on 4X2
Spare	Full Size tire and wheel. Tire secured to prevent theft.	State YES if tire and wheel are included in the bid and the tire is secured to the vehicle by chain or other method upon delivery: Y

	BASE VEHICLE PRICE CONFIGURED AS PER ABOVE FOR 4X2:	\$49,763.00	
	Delivery Cost to Department of Administrative Services, Des Moines:	\$0.00	
HDC Group 3.1	TOTAL VEHICLE PRICE FOR 4X2 INCLUDING BASE COST AND DELIVERY:	\$49,763.00	Final Bid Price
	BASE VEHICLE PRICE CONFIGURED AS PER ABOVE FOR 4X4:	\$52,401.00	
	Delivery Cost to Department of Administrative Services, Des Moines:	\$0.00	
HDC Group 3.2	TOTAL VEHICLE PRICE FOR 4X4 INCLUDING BASE COST AND DELIVERY:	\$52,401.00	Final Bid Price

Examples: F550

STIVERS

ADDITIONAL OPTIONS

Instructions: Bidder should enter the additional cost for the options listed below. If "Deduct Cost" is noted for an option, it is indicating the deletion of an option in the base vehicle specifications and Bidder should enter the amount deducted for the deletion of the option from the base vehicle.

Engine	Minimum Requirements	Mfg. Codes - Specs (Note STD for standard)	Cost
Engine Upgrade	Turbocharged Diesel, minimum 6.6L displacement - Must be rated minimum 350 HP, minimum 750 lb./ft. torque with HD automatic transmission. Include all required options and other pertinent information.	Cylinders: 8 Liters: 6.7 HP: Torque:	\$9,325.00
Electrical			
Upfitter Interface Module		18A	\$295.00
Upgraded Charging System	Minimum 130 amp alternator, dual batteries (may only be available with Diesel Engine.)	86M	\$250.00
Doors & Windows			
Key Sets, Additional	2 Fobs with push button start or 2 keys and fobs w/o push button start	DLR	\$350.00
Safety			
Alarm	Backup Alarm, Factory preferred but dealer installed acceptable	76C Factory installed? Y	\$200.00
Audible Lane Change Departure Warning		60C	\$120.00
Pre-Collision Assist with Automatic Emergency Braking (AEB)		94P	\$120.00
Rearview Camera and Prep Kit		872	\$420.00
Special Packages			
Ambulance Prep Package		47A	\$1,205.00
Fire/Rescue Prep Package		NA	
Snow Plow Prep Package	Increased capacity front suspension and other components necessary for increased load caused by installation of a front snow plow. Factory installed preferred, if available must provide; dealer installed acceptable when Factory installed not available.	473 Factory installed? Y	\$250.00
Trailer Tow Package	OEM integrated; Factory installed preferred, if available must provide; dealer installed acceptable when Factory installed not available.	52B Factory installed? Y	\$350.00
Suspension			
Heavy Service Front Suspension Package		67H	\$125.00
Extra Heavy Service Front Suspension Package		67P	\$285.00
Extra Heavy Duty Front End Suspension		67H	\$125.00
Other			Percentage
Options not listed above	Discount percentage off MSRP for options \$2,000 or less as specified in the Vehicle Specifications Terms and Conditions document attached to the bid. Engine and powertrain options excluded unless approved by DAS.	Enter Percentage Discount MSRP:	1
DELIVERY			
Delivery FOB	Price per mile to deliver vehicle anywhere in State of Iowa	Per Mile Charge	\$3.50
Delivery Cost	Delivery Cost to Department of Administrative Services, in Des Moines, IA	Enter miles in whole number:	\$0.00

white
pickup at dealership

Base Price 52,401
Rearview Camera 420
19,500 GWR 1,143.45
2 extra keys 350
54,314.45



EST. 1946

Phone: (515) 289-1755
www.hawkeyetruckequipment.com

5800 NW 2ND Street
P.O. Box 3283
Des Moines, IA 50316-0283

Quote ID:	Q10597
Quote Date:	7/12/2024
Expiration:	8/11/2024

Customer: CITY OF OTTUMWA
CITY HALL
105 EAST THIRD
OTTUMWA IA 52501

Contact: John Lloyd

Phone: (641) 683-0641

Email: lloydj@ottumwa.us

Salesperson: MICHAEL FULTON

Vehicle Make	Vehicle Model	Vehicle Year	Single/Dual	Cab to Axle	Vin #
Ford	F-550	2024	DRW	84	

We Are Pleased To Quote The Following For Your Approval:

***** Per State of Iowa Contract: Truck Chassis Customization #230050271 *****

Attention: John Lloyd

Phone: 641-683-0641

1 - Stellar TMAX 1-11 Mechanic Body

- 11' In Length
- Aluminum Side Packs
- Aluminum Doors
- Dual-Seal Automotive Type Door Seal
- Steel Isolated Crane Compartment
- All Compartments Raised to 52" Height
 - 22"D x 52"H
- Flush Front Bulkhead
- Torsion Box Understructure
- Exterior DOT Light Package
- Master Locking System
- 21" Work Bench Bumper with Thru Compartment
- (6) Recessed Cargo Tie-Downs
- (2) Rear Mounted Grab Handles
- Rubber Fenderettes
- Overlapped Doors for SS1V and CS1V Compartments
- Overlapped Doors for Horizontal Compartments
- 12" Fold-Down Aluminum tailgate
- 2 & 3-Point Stainless Steel Compression Latches
- Stainless Steel "Billet Style" Hinges
- Spring-Loaded Door Stops
- Weld-On Receiver Hitch
- Prime Painted Stellar White
- Undercoated
- Completely Installed, F.O.B Des Moines, IA

Hydraulic Features:

- 20 Gallon Hydraulic Reservoir, Bulkhead Mounted
- PTO and Pump for 2024 F-550 Gas Chassis

SS1VF Compartment:

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5800 NW 2ND Street
P.O. Box 3283
Des Moines, IA 50316-0283

Quote ID:	Q10597
Quote Date:	7/12/2024
Expiration:	8/11/2024

- Heavy Duty Steel Drawer System
- T-Handle Latch
- (5) 3" Drawers
- (3) 5" Drawers
- (1) 7" Drawer
- 39"H x 34"W x 18"D

SS1VR Compartment:

- 16-Drawer Steel Bolt Bin
- 37"H x 13.5"W x 17.25"D

SS Horizontal Compartment:

- (2) Shelves w/ Dividers
- 52.44"W x 19"D

SS Rear Compartment:

- (3) Shelves w/ Dividers
- 24.38"W x 19"D

CS1V Compartment:

- Heavy-Duty Steel Drawer Unit
 - T-Handle Latch
 - (3) 5" Drawers
 - 17"H x 28"W x 18"D
- (3) Shelves w/ Dividers
 - 34"W x 19"D
- Oxy/Acet Vent Cover

CS2V Compartment:

- (4) Shelves w/ Dividers
- 21"W x 19"D

CS Horizontal Compartment:

- (2) Shelves w/ Dividers
- 52.44"W x 19"D

CS Rear Compartment:

- Roller Hole Cover for Rear of Compartment

Body Mount Features:



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Phone: (515) 289-1755
 www.hawkeyetruckequipment.com

5800 NW 2ND Street
 P.O. Box 3283
 Des Moines, IA 50316-0283

Quote ID:	Q10597
Quote Date:	7/12/2024
Expiration:	8/11/2024

- Rock Guard Kit
- Black Grab Handle
 - Mounts to Rear Side Pack Down to Bumper
- Rear Mud Flaps
- 7-Pin RV Style Electrical Trailer Plug
- Vise Mounted Plate on Work Bench Bumper
- Aluminum Slide-Out Rear Step
- Spray-In Bedliner on Cargo Area and Work Bench Bumper

Lighting Features:

- LED Flood Light Kit
 - (1) Near Crane Boom support
 - (1) SS Top of Sidepack
 - (2) At Rear of Body - (1) on Each Lightbox
- LED Compartment Light Kit
- Amber Class I Top Strobe Light
 - Mounted to Bulkhead
- Strobe Light Kit
 - (2) Amber Strobe Lights Mounted in Grille of Truck
 - (2) Amber Strobe Lights Mounted at Rear of Body

Safety Kit Features:

- 107 Db Chassis Mounted Backup Alarm
- Dealership Provided Backup Camera
- 2.5# Fire Extinguisher
- Reflector Kit

Electrical Features:

- Speed Control Kit for F-350 with Start/Stop Function
- Upfitter Switch Package
- Brake Controller Installed in Cab of Truck
- Radio Transmitter Mount Kit for Crane Remote

1 - Stellar 8630 Hydraulic Crane

- 8,600lb Capacity at 6'2"
- 1,820lb Capacity at 29'2"
- Maximum Horizontal Reach of 29'8"
- Maximum Vertical Lift of 31'6"
- Crane Rated for 53,100 ft-lb
- 400 Deg Crane Rotation
- 3/8" Wire Rope
- 60 ft/min Line Pull Speed
- Hydraulic Out/Hydraulic Down Outriggers
- CDTpro Crane Remote Technology

Quote



EST. 1946

Phone: (515) 289-1755
www.hawkeyetruckequipment.com

5800 NW 2ND Street
P.O. Box 3283
Des Moines, IA 50316-0283

Quote ID:	Q10597
Quote Date:	7/12/2024
Expiration:	8/11/2024

- Rangefinder Technology
- LED Screen w/ Real-Time Feedback
 - Load Capacity
 - Weight on the Crane
 - Remaining Weight Crane can Lift
 - Maximum Distance with Current Weight on Crane
- Variable Speed Trigger
- Super Spring for Passenger Side of Chassis to Assist with Crane Weight
- Completely Installed on Passenger Side Compartment Top

Notes:

- Truck Must Have 19,500lb GVWR to get 8630 Model Crane

Total Package Price for Items Listed Above, Completely Installed, F.O.B. Des Moines

\$ 113,294.00

Thank You For The Opportunity,
Michael Fulton

Accepted by:	
Date:	
P.O. Number:	

* Labor and installation is included in all pricing.

* Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.

* Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.

Sub Total:	\$113,294.00
Sales Tax:	\$0.00
Grand Total:	\$113,294.00

CITY NUMBER	BUSINESS LOCATION NAME	BUSINESS LOCATION ADDRESS	CITY STATE ZIP	TYPE OF SALES	OWNERSHIP TYPE	LEGAL OWNER NAME	LEGAL OWNER MAILING ADDRESS	CITY STATE ZIP
2135-2025	Casey's General Store #2208	1603 W. Second	Ottumwa, IA 52501	Over-the-counter	Corporation	Casey's Marketing Company	1 SE Convenience Blvd	Ankeny, IA 50021
2136-2025	Casey's General Store #1886	504 W. Mary	Ottumwa, IA 52501	Over-the-counter	Corporation	Casey's Marketing Company	1 SE Convenience Blvd	Ankeny, IA 50021
2137-2025	Casey's General Store #1678	346 Richmond Ave.	Ottumwa, IA 52501	Over-the-counter	Corporation	Casey's Marketing Company	1 SE Convenience Blvd	Ankeny, IA 50021
2138-2025	Casey's General Store #7	1001 E. Main	Ottumwa, IA 52501	Over-the-counter	Corporation	Casey's Marketing Company	1 SE Convenience Blvd	Ankeny, IA 50021
2160-2025	BP	1340 Albia Road	Ottumwa, IA 52501	Over-the-counter	Corporation	Elliott Oil Company	P.O. Box 473	Ottumwa, IA 52501
2161-2025	BP	1301 N. Court	Ottumwa, IA 52501	Over-the-counter	Corporation	Elliott Oil Company	P.O. Box 473	Ottumwa, IA 52501
2162-2025	BP	1147 N. Jefferson	Ottumwa, IA 52501	Over-the-counter	Corporation	Elliott Oil Company	P.O. Box 473	Ottumwa, IA 52501
2163-2025	BP	720 Richmond	Ottumwa, IA 52501	Over-the-counter	Corporation	Elliott Oil Company	P.O. Box 473	Ottumwa, IA 52501
2164-2025	BP	1049 W. Second	Ottumwa, IA 52501	Over-the-counter	Corporation	Elliott Oil Company	P.O. Box 473	Ottumwa, IA 52501
2187-2025	Fareway Stores, Inc. #648	1325 Albia Rd.	Ottumwa, IA 52501	Over-the-counter	Corporation	Fareway Stores, Inc.	P.O. Box 70	Boone, IA 50036
2203-2025	Smokin Hot	2604 N. Court, Suite A.	Ottumwa, IA 52501	Over-the-counter	LLC	Smokin Hot LLC	2604 N. Court, Suite A	Ottumwa, IA 52501
2228-2025	Yesway #1012	2508 N. Court St.	Ottumwa, IA 52501	Over-the-counter	LLC	BW Gas & Convenience Retail	2301 Eagle Parkway, Suite 100	Fort Worth, TX 76177
2229-2025	Yesway #1013	534 Church St.	Ottumwa, IA 52501	Over-the-counter	LLC	BW Gas & Convenience Retail	2301 Eagle Parkway, Suite 100	Fort Worth, TX 76177
2230-2025	Yesway #1014	502 W. Second	Ottumwa, IA 52501	Over-the-counter	LLC	BW Gas & Convenience Retail	2301 Eagle Parkway, Suite 100	Fort Worth, TX 76177
2231-2025	Yesway #1030	1317 E. Mary	Ottumwa, IA 52501	Over-the-counter	LLC	BW Gas & Convenience Retail	2301 Eagle Parkway, Suite 100	Fort Worth, TX 76177
2239-2025	Walgreens #1301	327 W. Fourth St.	Ottumwa, IA 52501	Over-the-counter	Corporation	Walgreen Co	P.O. Box 901	Deerfield, IL 60015
2243-2025	Dollar General #7179	721 N. Quincy Ave.	Ottumwa, IA 52501	Over-the-counter	Corporation	Dolgencorp, LLC	Attn: Licensing, 100 Mission Ridge	Goodlettsville, TN 37072
2245-2025	Dollar General #2898	921 E. Main St.	Ottumwa, IA 52501	Over-the-counter	Corporation	Dolgencorp, LLC	Attn: Licensing, 100 Mission Ridge	Goodlettsville, TN 37072
2250-2025	Smokin' Joe's Tobacco and Liquor Outlet #5	115 Albia Rd.	Ottumwa, IA 52501	Over-the-counter	Corporation	The Outlet, Inc.	1916 N. Sturdevant St.	Davenport, IA 52804
2251-2025	Walmart #1285	1940 Venture Dr.	Ottumwa, IA 52501	Over-the-counter	Corporation	Walmart Inc.	702 SW 8th St, MS#0500	Bentonville, AR 72716-0500
2252-2025	Fine Liquor & Tobacco	821 B Albia Rd.	Ottumwa, IA 52501	Over-the-counter	LLC	3 Star Food, LLC	821 B Albia Rd.	Ottumwa, IA 52501
2253-2025	Iowa Liquor & Tobacco	1021 E. Main St.	Ottumwa, IA 52501	Over-the-counter	LLC	All Star Food, LLC	1021 E. Main St.	Ottumwa, IA 52501
2256-2025	Hy-Vee Food Store #1	1025 N. Quincy	Ottumwa, IA 52501	Over-the-counter	Corporation	Hy-Vee, Inc.	5820 Westown Parkway	West Des Moines, IA 50266
2257-2025	Hy-Vee Fast & Fresh #1	1027 N. Quincy	Ottumwa, IA 52501	Over-the-counter	Corporation	Hy-Vee, Inc.	5820 Westown Parkway	West Des Moines, IA 50266
2259-2025	Hy-Vee Fast & Fresh #2	2457 N. Court St.	Ottumwa, IA 52501	Over-the-counter	Corporation	Hy-Vee, Inc.	5820 Westown Parkway	West Des Moines, IA 50266
2260-2025	Hy-Vee Drugstore	1140 N. Jefferson St.	Ottumwa, IA 52501	Over-the-counter	Corporation	Hy-Vee, Inc.	5820 Westown Parkway	West Des Moines, IA 50266
2341-2025	MAD Ave Quik Shop	405 S. Madison Ave.	Ottumwa, IA 52501	Over-the-counter	LLC	MAD JuStus LLC	233 W. Alta Vista Ave.	Ottumwa, IA 52501
2342-2025	Murphy USA #6945	1939 Venture Dr.	Ottumwa, IA 52501	Over-the-counter	Corporation	Murphy Oil USA, Inc.	Attn: Permits, P.O. Box 7300	El Dorado, AR 71731
4144-2025	Ross Tobacco Shop LLC	129 E. Second St.	Ottumwa, IA 52501	Over-the-counter	LLC	Ramzy Abdel-Gadir	2101 Forrest Ave	Des Moines, IA 50311
5384-2025	Pink Clouds Smoke Shop	313 N. Madison	Ottumwa, IA 52501	Over-the-counter	LLC	Ya Allah Madad LLC / Abdul Khaliq	1400 6th St. SW	Cedar Rapids, IA 52404
5475-2025	US Smoke Shop No. 1	610 Church St.	Ottumwa, IA 52501	Over-the-counter	LLC	Iowa 2011, LLC	2000 Wiley Blvd. SW Ste. 106	Cedar Rapids, IA 52404
4903-2025	Dollar General #24713	1235 Hutchinson Ave.	Ottumwa, IA 52501	Over-the-counter	LLC	Dolgencorp, LLC	Attn: Licensing, 100 Mission Ridge	Goodlettsville, TN 37072
5476-2025	US Smoke Shop No. 2	508 N. Hancock	Ottumwa, IA 52501	Over-the-counter	LLC	Iowa 36, LLC	2000 Wiley Blvd. SW Ste. 106	Cedar Rapids, IA 52404
6350-2025	Greenleaf Tobacco No. 1	615 E. Pennsylvania	Ottumwa, IA 52501	Over-the-counter	LLC	M&Q, LLC	106 19th Ave, Suite 90	Moline, IL 61265
6351-2025	Greenleaf Tobacco No. 2	512 E. Main Street	Ottumwa, IA 52501	Over-the-counter	LLC	M&Q, LLC	106 19th Ave, Suite 90	Moline, IL 61265
6352-2025	Greenleaf Tobacco No. 3	807 Richmond	Ottumwa, IA 52501	Over-the-counter	LLC	M&Q, LLC	106 19th Ave, Suite 90	Moline, IL 61265

received
8-14-24 3pm

Item No. F.-1.

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Aug 20, 2024

Planning & Development
Department

Zach Simonson
Prepared By
Zach Simonson
Department Head



City Administrator Approval

AGENDA TITLE: Ordinance No. 3231-2024: An Ordinance Amending the Fire Protection and Prevention Code of the City of Ottumwa by Adopting an Amendment Providing for Standardization of Performance Compliance Alternatives to Automatic Sprinkler Systems in Certain Group R Occupancies



Public hearing required if this box is checked.

RECOMMENDATION: Reconvene the public hearing,
Receive public comments,
Close the public hearing,
Pass first consideration of Ordinance No. 3231-2024.

DISCUSSION: At previous meetings and work sessions, the Council has received information about the costs and benefits of automatic sprinkler system requirement for mixed-use downtown buildings which was introduced with the adoption of the 2021 International Fire Code. This item is the public hearing and opportunity for first consideration of an ordinance which would define and standardize certain performance compliance alternatives to

Source of Funds:

Budgeted Item:

☐

Budget Amendment Needed:

automatic sprinkler systems for some mixed-use buildings. The amendment exempts from the requirement projects which satisfy all of the follow:

- The building is no more than two-stories above grade and has three or fewer dwelling units and has less than 5,000 square feet per floor;
- Where Group A-2, B and M occupancies are on the first floor and Group R-2 occupancies are on the second floor. Group A-2 occupancies are eating and drinking establishments, group B occupancies are office, professional and service type business uses such as banks, beauty shops, civic administration, outpatient medical use, print shops radio stations, attorneys' offices, etc. Group M occupancies are retail uses such as department stores, drug stores, markets and clothiers. R-2 occupancies are residential occupancies with two more more dwelling units such as apartment houses and dormitories.
- Where there are two approved exits per floor.
- Where all dwelling units are separated by a two-hour rated fire barrier fire barrier and where any penetrations to adjoining buildings use two-hour rated fire doors which comply with NFPA 80 and use self-closing devices, smoke seals and fire-rated hinges.
- Where the property owner signs a voluntary agreement to participate in a shared sprinkler system in the event one is installed and available for the property. The Council had the opportunity to participate in a presentation with the West Des Moines Fire Department about their shared sprinkler system program in the Historic Valley Junction neighborhood. This system took years of planning and significant grant funding to accomplish, but would be a durable and cost-effective approach for sprinklers which minimizes disruption to the streetscape. Owners exempt from a sprinkler requirement now would be required to agree to participate in such a program when available and staff will work on pursuing opportunities to build out such a system in the most heavily impacted blocks.

This is a complex issue balancing economic development, property rights, equity and safety. As both Building Official and Director of Community Development and as an ICC-Certified Combination Building Inspector, it is my recommendation that the Council adopt the ordinance. The introduction of the sprinkler requirement has been a disruption to economic development downtown and presents infrastructure challenges. This disruption threatens to leave buildings vacant that would otherwise be occupied and would be safer occupied than vacant. The Council has already hear testimony and seen evidence from a wide variety of stakeholders. This amendment is based on the exception that existed prior to the the current IFC, but is more restrictive.

At the July 16, 2024 meeting, the Council voted to reconvene the public hearing on this item on August 20.

ORDINANCE NO. 3231-2024

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

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

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

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

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

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

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

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

...

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

PASSED on its first consideration the 20 day of August, 2024.

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

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

APPROVED this 20 day of August, 2024.

CITY OF OTTUMWA, IOWA

By: Richard W. Johnson
Richard W. Johnson, Mayor

____ No action taken by Mayor.

____ Vetoed this _____ day of _____, 2024

Richard W. Johnson, Mayor

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

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

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

ATTEST:



Chris Reinhard, City Clerk



received
8-14-24 3pm

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Aug 20, 2024

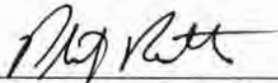
Philip Rath

Prepared By

Administration

Department

Department Head



City Administrator Approval

AGENDA TITLE: Ordinance No. 3232-2024: Proposed Ordinance to Establish
Regulations Applicable to the Use of Golf Carts and Amending Chapter
23 of the Code of Ordinances of the City of Ottumwa

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Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt the second reading of Ordinance No. 3232-2024

DISCUSSION: At the May 21, 2024 meeting of the City Council, a citizen request was introduced regarding the legalization and regulation of golf carts on city streets. On June 11 City Council held a work session and directed staff to draft language for future review and consideration. City staff along with the attorney tailored city code from the code adopted in Pleasant Hill, Iowa. A draft of this work product was reviewed at the July 15 work session. A few minor revisions were offered and the final product is attached for consideration. At the meeting on Aug 6, the city council passed the first reading of the ordinance 3-2* and it has been moved to the second reading.

* Absent council member identified as "no" vote

Source of Funds:

Budgeted Item:

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Budget Amendment Needed:

Ordinance No. 3232-2024

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

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

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

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

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

SECTION ONE. The Municipal Code of the City of Ottumwa, Iowa is hereby amended by adding a new Article XVI to Chapter 23, Motor Vehicles and Traffic, as follows:

ARTICLE XVI – GOLF CARTS

Sec. 23-522. PURPOSE.

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

Sec. 23-523. DEFINITIONS.

For use in this article the following terms are defined:

- (a) Golf cart means a three (3) or more wheeled recreational vehicle primarily designed for transportation of person(s) and sporting equipment in the sport of golf that is either electric powered or gas powered.
- (b) Micromobility Device means a mobility device under one hundred pounds, which may be equipped with an electric motor for assistance or sole propulsion, designed for conveying the operator, with speeds of less than twenty miles per hour.

- (c) Primary roads or Primary road extension means those roads and streets both inside and outside the boundaries of municipalities which are under Iowa Department of Transportation jurisdiction.
- (d) Other Power-Driven Mobility Device (OPDMD) means any mobility device powered by batteries, fuel, or other engines that is used by individuals with mobility disabilities for the purpose of locomotion, including golf carts, electronic personal assistance mobility devices, or any mobility device designed to operate in areas without defined pedestrian routes, but that is not a wheelchair.

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

- (a) Golf carts may be operated upon city streets by persons possessing a valid driver's license, subject to the additional provisions of this article. While operated on a city street the number of passengers permitted on a golf cart shall not exceed the number of seats intended for passengers. While on city streets, operators must have on their person or in the golf cart proof of the required insurance.
(Code of Iowa, Sec. 321.247[1]).
- (b) Golf carts and operators of golf carts are considered vehicles and shall be subject to the Ottumwa Traffic Code when operating on city streets.
- (c) Golf carts are not subject to registration provisions of Chapter 321 of the Code of Iowa. (Code of Iowa, Sec. 321.247[2])

Sec. 23-525. EQUIPMENT REQUIREMENTS.

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

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

Sec. 23-526. HOURS OF OPERATION.

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

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

23-527. PROHIBITED STREETS.

Golf carts shall only be operated upon streets with a posted speed limit of 30 MPH or less as identified under Ottumwa city code 23-150 and shall not be operated on any city streets which are a primary road extension through the city. However, such golf carts shall be allowed to cross such primary road extensions and other prohibited streets provided:

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

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

Sec. 23-528. RULES OF OPERATION.

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

- (j) The operator of a golf cart shall limit occupancy of the golf cart to the number of seats for which the vehicle is registered and occupants shall be in approved seats.

Sec. 23-529. PARKING.

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

Sec. 23-530. USAGE DURING SPECIAL EVENTS.

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

Sec. 23-531. PENALTY.

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

Sec. 23-532. INSURANCE REQUIRED.

- (a) A person shall not drive a golf cart in the City of Ottumwa unless the driver has proof of the financial liability coverage card issued for the golf cart covering the golf cart in the same limits required by Chapter 321 of the Code of Iowa. A proof of financial liability coverage card may be produced in paper or electronic format. Acceptable electronic formats include electronic images displayed on a cellular telephone or any other portable electronic device that has a display screen with touch input or a miniature keyboard.
- (b) The amount of coverage should follow Section 321A.21 of the Code of Iowa, and shall insure the person named in the policy and any other person, as insured, using the golf cart with the express or implied permission of the named insured, against loss from the liability imposed by law for damages arising out of the ownership, maintenance, or use of the golf cart within the City of Ottumwa.

Sec. 23-533. PERMIT REQUIRED.

- (a) No person shall operate a golf cart on any public street for any purpose unless the operator possesses a City of Ottumwa permit to operate a golf cart on city streets. Permits are issued at City Hall after the application is approved. The granted permit will be valid for one calendar year. All permits shall be issued for a

specific golf cart. The permit fee shall be established by resolution. A prorated fee will be applied for permits purchased inside of the annual permit cycle. The permit must be with the golf cart when it is operating on City streets. A permit sticker will be provided and is to be attached to the safety flag of the golf cart. It is the responsibility of the applicant to make sure the golf cart meets the minimum requirements of this article and the Code of Iowa.

- (b) It is the responsibility of the applicant that the owner of the golf cart (and driver) has liability insurance covering the golf cart in the same limits required by Chapter 321 of the Code of Iowa.
- (c) The permit may be suspended or revoked by the City upon finding evidence that the permit holder has violated the conditions of the permit or has abused the privilege of being a permit holder. If the golf cart has a valid Ottumwa registration permit, it may be operated by another driver holding a valid Iowa driver's license. Operation without a permit will result in a municipal infraction violation.
- (d) Permits are valid within Ottumwa City Limits only. There will be no refund of the permit fee. Permits in accordance with the provisions of this article may be transferred with sale of the golf cart.
- (e) If a peace officer stops a golf cart permitted in the City of Ottumwa and the driver is unable to provide proof of financial liability coverage, the peace officer shall do one of the following:
 - (1) Issue a warning to the driver.
 - (2) Issue a citation to the driver.
- (f) The golf cart may be driven for a time period of up to forty-eight hours after receiving the citation solely for the purpose of removing the golf cart from the streets of Ottumwa, unless the driver's operating privileges are otherwise suspended. After receiving the citation, the driver shall keep the citation with them while driving the golf cart as provided in this subparagraph, as proof of the driver's privilege to drive the golf cart for such limited time and purpose.
- (g) This section does not apply to golf carts owned by a golf cart dealer, wholesaler or golf course owner.

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

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

- (1) That the permit application contains any false or fraudulent statement or that the applicant has failed to furnish required information or reasonable additional information requested by the City.
 - (2) That the golf cart is mechanically unfit or unsafe to be operated or moved upon the streets of Ottumwa, providing such condition is revealed by any peace officer.
 - (3) That the City has reasonable ground to believe that the golf cart is a stolen or an embezzled golf cart or that the granting of registration permit would constitute a fraud against the rightful owner.
 - (4) When the golf cart fails to meet the Equipment Requirements as identified in 23-525.
 - (5) When a golf cart has been dismantled or wrecked.
 - (6) When a golf cart permit is knowingly displayed upon a golf cart other than the one for which the permit was issued.
 - (7) When the permit applicant has any outstanding fines or payments owed to the City.
- (b) A hold will be placed on a golf cart owner's ability to receive a golf cart registration permit in the City of Ottumwa, for the non-payment of moving or non-moving violation fines. This hold will remain in place until all fines are paid in full.

Sec. 23-535. EXCEPTIONS.

- (a) **Municipal Use.** Employees, agents, or authorized invitees of the city shall be authorized to drive golf carts upon city streets, including prohibited streets identified in Section 23-527, when such operation is part of their official duties on behalf of the city. A permit will not be required for such municipal use of golf carts.
- (b) **Business Use.** A permit will not be required for businesses administering driving tests for golf carts.

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

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

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

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

Ottumwa, Iowa.

Passed on its first consideration on the 6 day of August, 2024.

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

Passed on its third consideration on the ___ day of _____, 2024.

Approved this ___ day of _____, 2024.

CITY OF OTTUMWA, IOWA

Richard W. Johnson, Mayor

___ No action taken by Mayor

___ Vetoed this ___ day of _____, 2024.

Richard W. Johnson, Mayor

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

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

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

ATTEST:

Christina Reinhard, CMC, City Clerk

received
8.14.24 3pm

Item No. G.-2.

CITY OF OTTUMWA Staff Summary

**** ACTION ITEM ****

Council Meeting of : Aug 20, 2024

Planning & Development
Department

Zach Simonson

Prepared By

Zach Simonson

Department Head



City Administrator Approval

AGENDA TITLE: Ordinance No. 3233-2024: An Ordinance Amending the Code of Ordinances (Municipal Code of the City of Ottumwa, Iowa) by Changing the Zoning Classification of Property Known as 1014 N Elm from R-2 to R-4 in the City of Ottumwa, Wapello County, Iowa.

☐

Public hearing required if this box is checked.

RECOMMENDATION: Approve second consideration of Ordinance No. 3233-2024.

DISCUSSION: Applicant seeks rezoning for the property currently used as the Family Crisis Center from R-2 Two-Family Residential to R-4 Multifamily Residential (Medium Density) to create nine multifamily dwelling units. The project would be completed by Central Iowa Shelter and Services/Rolling Hills Coalition with funding assistance from the State of Iowa. The dwelling units would be used to support the mission of eliminating homelessness in

Source of Funds:

Budgeted Item:

☐

Budget Amendment Needed:

Wapello County by providing permanent supportive housing.

Section 38-966 requires reviewing the following elements in order to consider a rezoning:

1. Conformance to Future Land Use Plan: The Future Land Use Plan identifies the parcel as suitable for Low Density Residential Land Use. This Land Use and Zoning Compatibility Matrix does not identify the R-4 zone as compatible with Low Density land use. The property is already used by the Family Crisis Center for a use that doesn't conform with Low Density land use. Staff recommends the Land Use Plan should be amended to mark this property as suitable for Medium Density Land Use to match the current use and the existing nature of the development.
2. Conformance to goals and objectives of the Comprehensive Plan: The rezoning would advance a number of Comprehensive Plan Goals including:
 - a. Continue partnerships with community development to build new housing;
 - b. Identify infill areas for new housing development;
 - c. Build new housing to ensure that all Ottumwans who qualify for federal housing choice vouchers can find quality places to live.The rezoning would also advance priorities in the 2022 Ottumwa Housing Plan including adding new units toward the goal of building 500 units by 2030.
3. Compatibility with surrounding development: The surrounding development includes a mix of single family and multifamily housing. Directly to the south, 944 N Elm is an apartment building. There are townhomes at 1103 N Elm and the Ottumwa Housing Authority owns a low-to-moderate income development roughly 700 feet north at 1102 N Elm. Multifamily use is not incompatible with the surrounding neighborhood and the current use of the building is more consistent with multifamily use.
4. Potential hardships or nuisances for surrounding development: Multifamily residential use is generally consistent with the current use and nuisances and hardships are not anticipated for the surrounding development. Supportive housing entails a host of services meant to support the residents in integrating into the community and out of homelessness.
5. Public utilities: Development will be served by existing utilities.
6. Trend of development: There is a trend toward new housing development generally in the area, with the previously mentioned multifamily projects as well as new single-family housing under construction to the east on in Christner's Second Subdivision.

The Plan and Zoning Commission unanimously recommended approving the rezoning at the August 5, 2024 meeting.

At the August 6, 2024 Council public hearing, owners of condo units near the rezoning raised concern that they did not receive their own copy of the courtesy notice of the Public Hearing which is sent to owners of property within 200 feet of the applicant. Notice of the second and third consideration was sent to all property owners including condo owners.



[CITY OF]
OTTUMWA

August 13, 2024

<<Name>>

<<Address>>

<<City, State, Zip>>

To whom it may concern:

On August 6, 2024, the City Council held a public hearing and first consideration for Ordinance No. 3233-2024 regarding rezoning of the property at 1014 North Elm Street. Prior to such hearings, the City publishes notice as required by Iowa Code. Above the requirements of Iowa Code or City Code, the City also attempts to mail a copy of the notice to property owners within 200 feet of the applicant property. Unfortunately, Staff only typically sends one notice to the address of record for multi-family properties, which meant owners of condominium units did not receive their own copies of the courtesy notice.

There will be two additional considerations of Ordinance No. 3233-2024 at the August 20th and September 3rd Council Meetings which will be held at 5:30pm at the Bridge View Center, 102 Church St. Please find on the reverse, a notice of the ordinance consideration. If you would like to give comment at these meetings, opportunity will be provided.

Sincerely,

Zach Simonson

Community Development Director

City of Ottumwa, IA

641.683.0694

City of Ottumwa
105 East Third Street, Ottumwa, Iowa 52501
Telephone 641-683-0694 Fax 641-683-0609



NOTICE OF ZONING ORDINANCE CONSIDERATION

Notice of second and third consideration on proposed change in zoning classification on certain property located in Wapello County, Iowa.

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City of Ottumwa City Council will hold the second consideration at 5:30 p.m. on Tuesday August 20, 2024 at the Bridge View Center in the City of Ottumwa, Iowa, in regard to Ordinance No. 3233-2024 rezoning the property located at 1014 North Elm Street.

Further, notice is hereby given that the City of Ottumwa City Council will hold the third consideration at 5:30 p.m. on Tuesday September 3, 2024 at the Bridge View Center in the City of Ottumwa, Iowa, in regard to Ordinance No. 3233-2024 rezoning the property located at 1014 North Elm Street.

The property is legally described as follows:

Lots 30, 31, 32 and 33 in East Ottumwa, an Addition to the City of Ottumwa, Wapello County, Iowa.

The applicant requests that the property be rezoned from R-2 Two-Family Residential District to R-4 Multifamily Residential (Medium-Density) District for the purpose of leasing a total of nine residential dwelling units including units used for permanent supportive housing.

All persons interested in the above proposed change in zoning are invited to be present at the above time and place on the date mentioned to present their objections to, or arguments for the proposed change in zoning classification.

Members of the public wishing to contribute to the Council Meeting may attend the meeting at Bridge View Center, 102 Church Street, mail written remarks to Planning Department, 105 E Third St., Ottumwa, IA 52501, call 641-683-0650 or email remarks to simonsonz@ottumwa.us.

ORDINANCE NO. 3233-2024

AN ORDINANCE AMENDING THE CODE OF ORDINANCES (MUNICIPAL CODE OF THE CITY OF OTTUMWA, IOWA) BY CHANGING THE ZONING CLASSIFICATION OF PROPERTY KNOWN AS 1014 N ELM FROM R-2 TO R-4 IN THE CITY OF OTTUMWA, WAPELLO COUNTY, IOWA

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

SECTION 1

Zoning Ordinance #3105-2015 of the City of Ottumwa, Iowa, as amended and as set forth in Chapter 38 of the Municipal Code, City of Ottumwa, Iowa be and the same is hereby amended and changed to conform with this ordinance and the following described property, to wit:

Lots 30, 31, 32 and 33 in East Ottumwa, an Addition to the City of Ottumwa, Wapello County, Iowa.

Be and the same is hereby changed from its present zoning classification of "R-2" Two-Family Residential District to "R-4" Multifamily Residential District (Medium Density).

SECTION 2

The official zoning map of the City of Ottumwa, Iowa duly designated as such, and on file in the office of the City Clerk and the Wapello County Recorder, is hereby amended and changed to conform to this ordinance and the City Clerk, pursuant to Section 38-30 of the Zoning Ordinance #3088-2015, as amended, is hereby directed to record a certified copy of this said ordinance with the Wapello County Recorder and attach a certified copy of this said ordinance to the official zoning map.

SECTION 3

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

SECTION 4

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 6th day of August, 2024.

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

Requirement of consideration and vote at two prior council meetings suspended
on the ____ day of _____, 2024.

Final passage and adoption on the ____ day of _____, 2024.

CITY OF OTTUMWA, IOWA

Richard W Johnson, Mayor

___ No action taken by Mayor.

___ Vetoed this ____ day of _____, 2024.

Richard W Johnson, Mayor

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

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

___ Veto affirmed, no timely vote taken to repass over veto.

ATTEST:

Chris Reinhard, City Clerk

APPLICATION TO REZONE PROPERTY

APPLICANT INFORMATION

Name: Sam Carrell

Phone: 515.240.7993

Address: 1420 Mulberry Street

City: Des Moines

State: Iowa

ZIP Code: 50309

E-mail: scarrell@centraliowashelter.org

PROPERTY INFORMATION

Business Name: Central Iowa Shelter & Services

Proposed Property Use: Refurbish existing Women's Crisis group housing units into multi - permanent family housing units to address need for low income housing and support center to prevent homelessness in Wapello County.

Property Manager (If different from applicant):

Address:

City:

State:

ZIP Code:

E-mail:

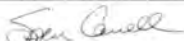
REZONE INFORMATION

Current Zoning Classification R2

Requested Zoning Classification R4

SIGNATURES

I authorize the verification of the information provided on this form and have attached all required documentation.

Signature of applicant: 

Date: 24 June 2024

Submittal Checklist

- ☐ Full Legal Description(Deed)
- ☐ List of all property owners within 200 feet radius of property
- ☐ Letter to the Plan Commission "Why you want the property rezoned"
- ☐ Application fee(Non-refundable) \$300.00
- ☐ Site Plan

Hearings by city planning and zoning commission on proposed amendments, report to city council; hearings by city council. All applications for amendment of the ordinance shall first be submitted to the city planning and zoning commission, who will hold a public hearing in relation to the proposed amendment. At the public hearing, citizens shall have an opportunity to be heard. The planning and zoning commission shall then make a recommendation to the city council. The city council may adopt, reject, or send back to the planning and zoning commission's recommendation after a public hearing before the city council. The planning and zoning commission and city council shall find that the project adequately addresses the following concerns:

- (1) The rezoning conforms to the future land use map in the comprehensive plan.
- (2) The proposed rezoning is consistent with the goals and objectives of the comprehensive plan.

If the responses for both subsections (1) and (2) are not affirmative, then either the rezoning request recommendation must be denial or the planning and zoning commission and city council must amend the comprehensive plan to provide the required consistency.

- (3) The subject property, after the requested rezoning, will be compatible with the character of the surrounding neighborhood, including the existing uses and zoning of the properties near the subject property.
- (4) The potential hardships and nuisances (such as noise, neon lights, odors, etc.) of the rezoning request have been adequately considered.
- (5) There are adequate public utilities and services available to the land if rezoned. If not, who will have to pay for installing them?
- (6) The trend of development near the subject property, including changes that have taken place in the area since the subject property was placed in its current zoning district, supports the rezoning request.
- (7) The proposed rezoning amendment is in the public interest and not solely in the interests of the applicant.

Summary

Zoning is a tool used to classify and regulate the uses that occur on land within the city. Zoning takes into account past uses but it also is used as a tool to guide future development in a way that makes sense for the community and is outlined in the Comprehensive Plan.

To change a land use classification, or propose a "rezone," The applicant must have a "good reason" or one that is substantiated by the Comprehensive Plan or other planning document that outlines the need for the area of proposed rezone. Staff can help the applicant read the documents to identify if there is a need.

If the applicant decides to apply for a rezone, they must attach all required documentation, submit the fee, and the process can begin.

Process

The applicant will complete the application, and staff will begin processing it. The application must have a published notice in the paper, and the applicant must place a sign

in the yard of the property that is proposed to be rezoned. This may be obtained from the Planning Department. We will also mail a letter to adjacent property owners within a 200 foot radius of the parcel(s) to be rezoned. The application will then be presented to the Planning and Zoning Commission. We need a minimum of 45 days prior to the Planning and Zoning Commission meeting to process the application properly. The applicant must appear at the Planning and Zoning Commission meeting to present and or answer questions asked by the adjacent property owners or the board. If you wish to bring speakers that are in favor of the rezone, it is encouraged.

After a recommendation is given by the Planning and Zoning Commission, it will move up and be presented to the City Council for three readings. The first reading includes a public hearing and it is recommended that the applicant attend the first reading to answer questions that the City Council may have. **The City Council makes the final decision.**

Time Line

	Month 1		Month 2		Month 3		
Days	15	30	45	60	75	90	
Planning & Zoning							Applicant must attend meeting to present
Council 1 st Reading							Applicant must attend meeting to present
Council 2 nd Reading							Attend to answer questions
Council 3 rd Reading							Attend to answer questions

- Plan Commission 1st Monday of month 7:00 PM
- City Council 1st and 3rd Tuesday of Month 5:30 PM

**Parcel Number:**

007410460029000

Computer ID:

07-19-408-001

Deed Holder:

CRISIS CENTER & WOMEN'S SHELTER

Property Address:1014 N ELM
OTTUMWA, [MAP THIS ADDRESS](#)**Mailing Address:**CRISIS CENTER & WOMEN'S SHELTER
PO BOX 446
OTTUMWA, IA 52501 USA**Class:**

RES 3+ UNITS

Map Area:

OTTUMWA APTS

Tax District:

OTTUMWA

Subdivision:

[NONE]

Legal Description:

EAST OTTUMWA LOT 30,31,32 & 33 (1014 N ELM)

Property Report:[PROPERTY REPORT \(PDF FILE\)](#)

Pin 007410460029000 Photo

1 / 1



Current value as of January 01, 2023- Taxes payable September 2024 and March 2025

Land Value	Dwelling Value	Improvement Value	Total Value
\$14,520	\$387,730	\$0	\$402,250

Prior Year Value Information

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2023	\$14,520	\$387,730	\$0	\$402,250
2022	\$14,520	\$387,730	\$0	\$402,250
More Years...				

Land Front Foot Information

Lot	Front	Rear	Side 1	Side 2	Eff Frontage
Main Lot	270.00	270.00	155.00	155.00	283.50

Commercial Building Information

Occupancy	Year Built	Building Area
Nursing Home	1987	6,468

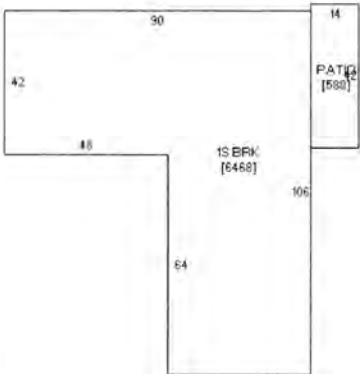
Yard Extra Information

Description	Item Count	Year Built
Garage (Commercial)	1	1994
Paving - Concrete	1	1988

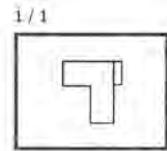
Sale Information

Sale Date	Amount	Non-Useable Transaction Code	Recording
05/14/2001	\$0	2 - Sale to/by Government/Exempt Organization	518-1047

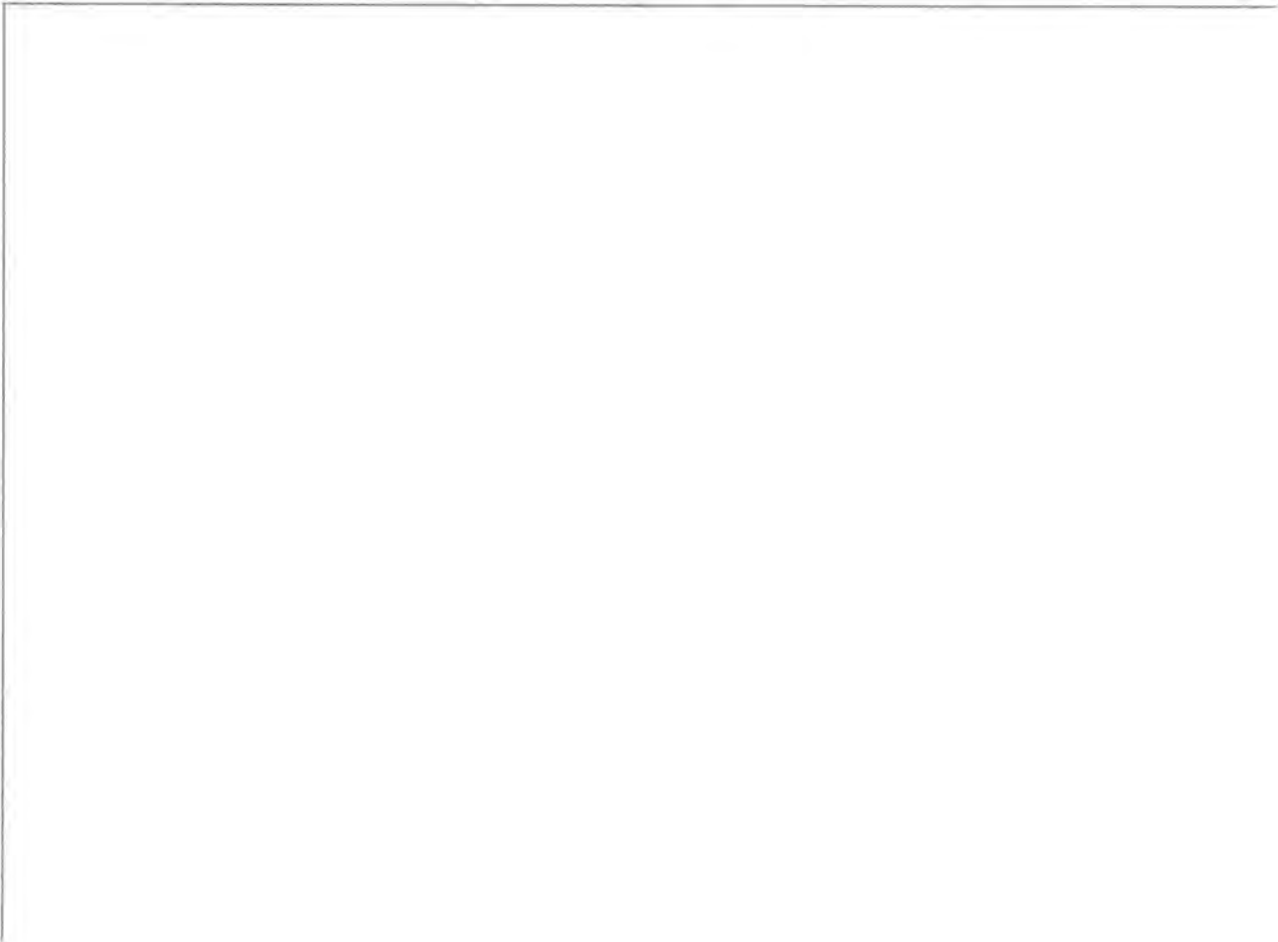
Sketch



Sketch of Pin 007410460029000



GIS Map Information



1014 N ELM, OTTUMWA

Deed: CRISIS CENTER & WOMEN'S SHELTER

Map Area: Ottumwa Apts

Checks/Tags: E

Contract:

Route: 000-000-000

Lister/Date:

CID#: 07-19-408-001

Tax Dist: Ottumwa

Review/Date:

DBA:

Plat Page:

Entry Status:

MLS:

Subdiv: [NONE]

Urban / RES 3+ UNITS

Legal: Section: 000; Twp: 000; Rng: 000; Block: ; Lot: ; Deeded Acres: 0.000

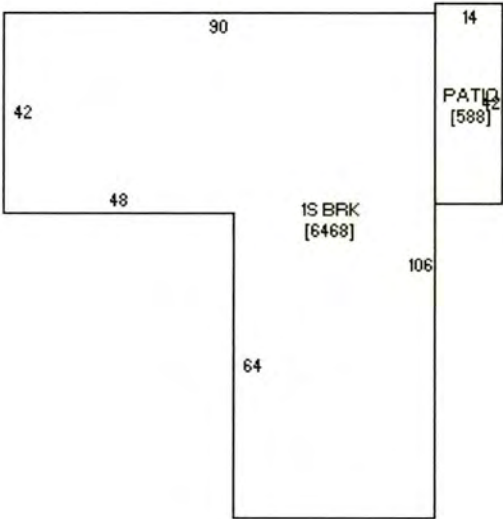
EAST OTTUMWA LOT 30,31,32 & 33 (1014 N ELM)

Land															
Land Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres								
FF Main	270.00	270.00	155.00	155.00	0.00										
Sub Total						41,850.00	0.961								
Grand Total						41,850.00	0.961								
Street			Utilities			Zoning			Land Use						
FF Main	None				None				Not Applicable			Not Applicable			
Sales				Building Permits					Values						
Date	\$ Amount	NUTC	Recording	Date	Number	Tag	\$ Amount	Reason	Type	B of R	Exempt Amount	Net Assmt	Pr Yr: 2023		
05/14/2001	\$0	D2	518-1047						Land	\$14,520	\$0	\$0	\$14,520		
									LandC		\$0	\$0			
									Dwlg	\$387,730	\$0	\$0	\$387,730		
									Impr		\$0	\$0			
									Total	\$402,250	\$0	\$0	\$402,250		

Precomputed Structure			Verticals					Plumbing			B	Ext	
Occ. Code	708	Ftg & Fdtn											
Occ. Descr.	Nursing Home	Exterior wall											
		Interior wall											
		Pilasters											
		Wall facing											
		Windows											
Year Built	1987	Fronts/Doors											
EFF Age/Yr	36/ 1987												
Condition	NML	Horizontals											
Description	1S BRK	Basement											
		Roof											
		Ceiling											
		Struct. Floor											
		Floor Cover											
Style	Brick Veneer - Wood	Partitions											
Stories	1	Framing											
Units	15	HVAC											
Base	6,468	Electrical											
Basement	0	Sprinkler											
1st Flr Inset Adj	0												
Calc Ave. SF/Unit	431												
GBA	6468												
© 1995-2015 Vanguard Appraisals, Inc. (rev. 20.0.32.3275)													

[illegible]

Prior Year	Comment	Value Type	Location	Class	Land Value	Dwelling Value	Improvement Value	M & E Value	Total Value
2023	IN HOUSE REVALUATION	BofR	Urban	RES 3+ UNITS	\$14,520	\$387,730	\$0	\$0	\$402,250



Sketch 1 of 1



Photo 1 of 1 07/30/2019

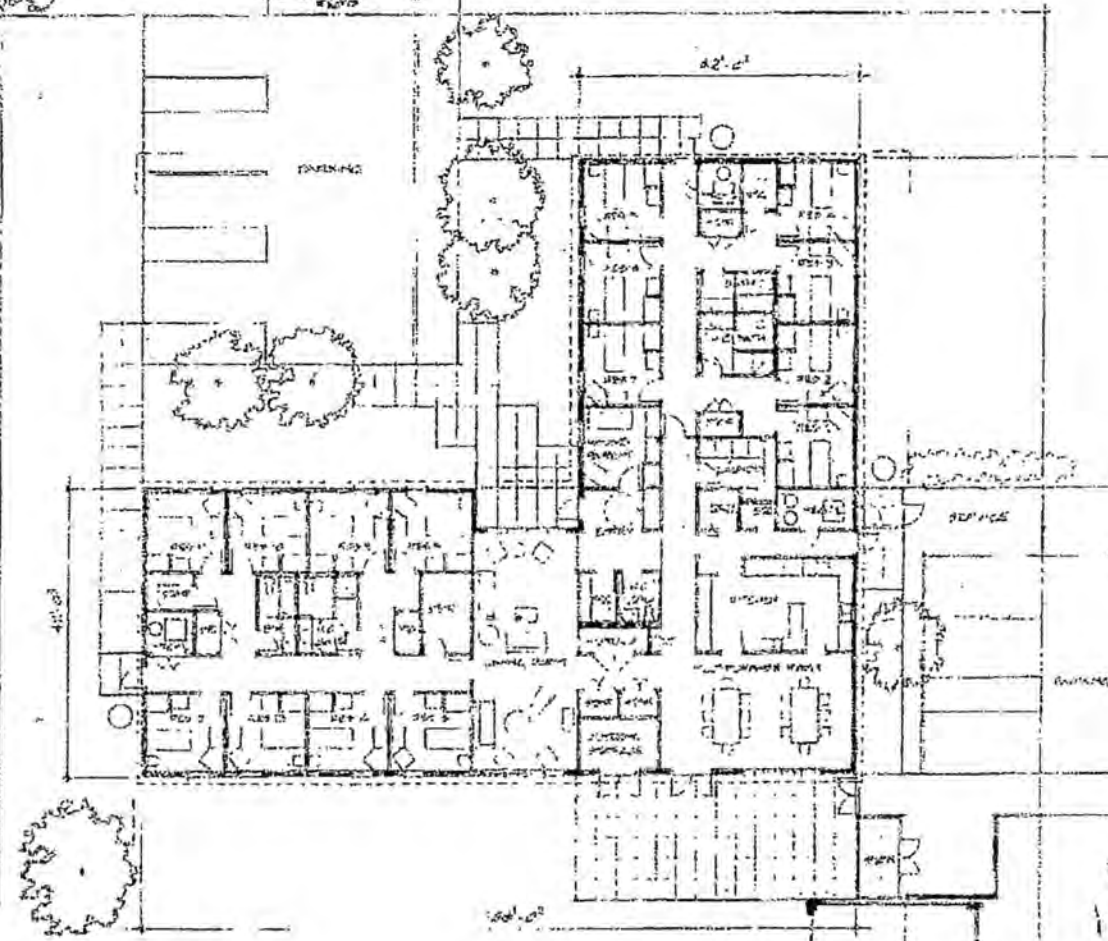
ELM STREET

LINCOLN AVENUE

SITE / FLOOR PLAN
SCALE: 1/8" = 1'-0"



OAK STREET





10' x 12' PLANT AREA
6,000 S.F. TOTAL


location of
new garage


10' x 12' PLANT AREA
6,000 S.F. TOTAL


WOMENS CRISIS CENTER


 FIRE PULLS


 FIRE EXTINGUISHERS


 COLOR INDICATES


 DESIGNATED

 TORNADO AREA/ROUTE

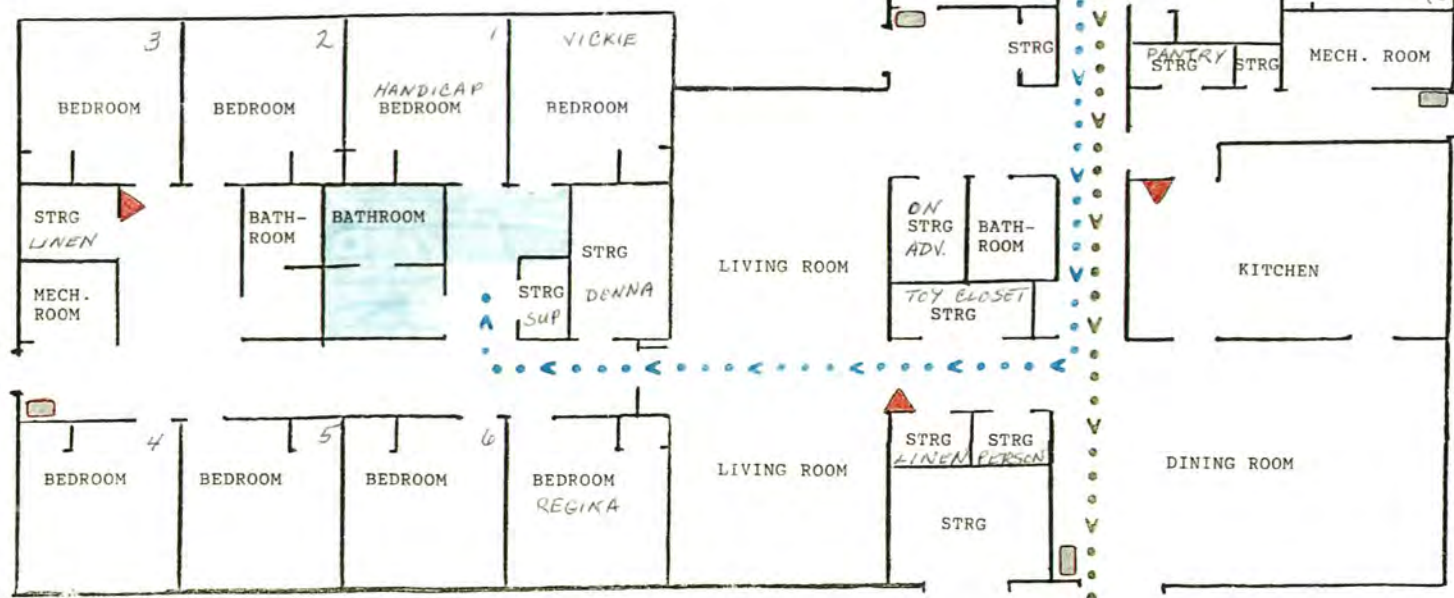
 GREEN INDICATES

 ALTERNATE FIRE ROUTE

 RED INDICATES

 FIRE EXIT ROUTE

↑
N





**CENTRAL IOWA
SHELTER & SERVICES**

1420 MULBERRY ST.
DES MOINES, IA 50309
P: 515.284.5719
F: 515.883.1692

**List of Surrounding Property Owners
1014 N Elm Street**

Property	Owner
3 Empty lots directly east of property and one house 1015 East Court	CHRISTNER PROPERTIES LLC17587 US HWY 34 OTTUMWA, IA 52501-8929 USA
1104 N Elm Street	MARTIN, WILLIAM THOMAS PAUL
1106 N Elm Street	SHEELEY, ZACHARY 1902 CHESTER AVE OTTUMWA, IA 52501
1015 N Elm Street	ORDER OF EASTHERN STAR #4 ESTHER CHAPTER
1003 N Elm Street	RENFREW, DENNIS L/DARCY J
715 E Court	RENFREW, DENNIS/DARCY 1003 N ELM OTTUMWA, IA 52501
951 N Elm Street	CORRIGAN, EDWARD L 206 LINCOLN OTTUMWA, IA 52501
932 N Elm Street	JOHNSON, DOUGLAS C
940 N Elm Street	TIKI HUT INVESTMENTS LLC PO BOX 1733 OTTUMWA, IA 52501
1016 East Court	MENDOZA, TERESA ROMERO
905 E Lincoln Street	PALEN, RICHARD S/SARAH E



CENTRAL IOWA SHELTER & SERVICES

1420 MULBERRY ST.
DES MOINES, IA 50309
P: 515.284.5719
F: 515.883.1692

24 June 2024

Ottumwa Planning Commission
Planning and Development
City Hall; Room 204
105 East Third Street
Ottumwa, IA 52501

RE: Rezoning Request for 1014 N Elm Street, Ottumwa, IA

Dear Ottumwa Planning Commission:

We respectfully request that the Women's Crisis Center property located at 1014 N Elm Street be rezoned from its current R2 to R4.

The building and property was originally designed as a group home for people with disabilities and more recently served as a shelter for domestic violence victims. We would like to improve the property by converting it into permanent supportive housing. To make these improvements rezoning is required. Preliminary plans are included in our application. You will note that each unit is designed to also accommodate those with special ADA needs, making them unique among many existing private rental units.

As you may be aware, the City of Ottumwa, Central Iowa Shelter Services (CISS) and multiple service organizations have been working together to serve and address individuals and families at risk of or experiencing homelessness, food insecurity and social supports. Central Iowa Shelter Services is the lead agency for the Rolling Hills Region which includes 14 other counties including Wapello county.

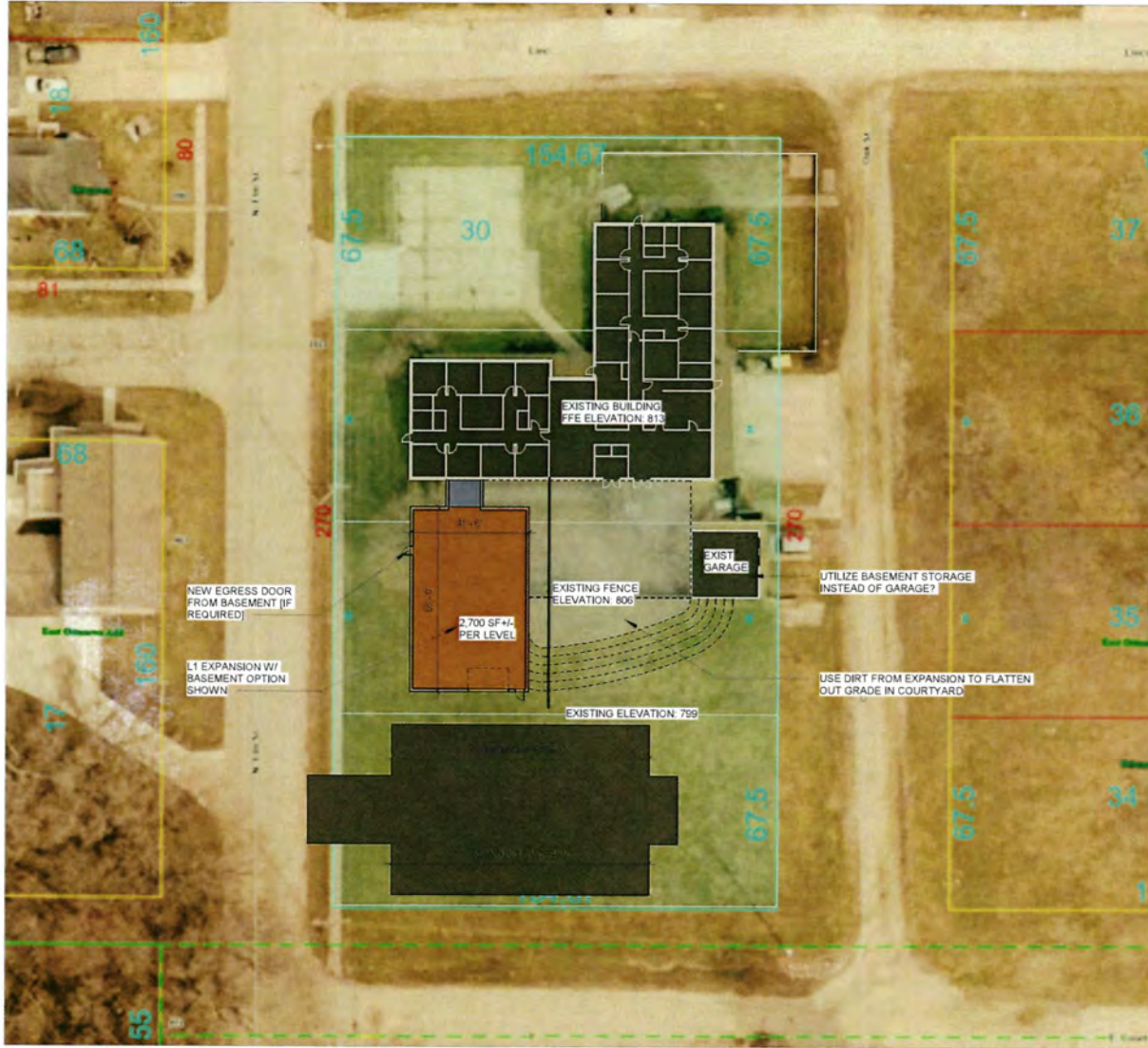
We believe this project will play a significant role in addressing these issues by providing housing and supportive services to county residents who struggle with achieving self-sufficiency, employment and permanent housing. By expanding the capacity and capabilities of the existing property, CISS hopes to provide permanent housing to individuals and families, at risk of, or currently experiencing homelessness.

It is important to understand that this property will NOT be utilized as a homeless shelter. It however would have the capability to serve as a limited temporary emergency shelter in case of weather amnesty events or natural disaster events should the Wapello County Emergency Management need to utilize it in such cases.

We hope you will consider our request favorably. We have identified significant funding to support the remodeling, improvements and services, but for the funding to be granted your favorable consideration is required.

Warm Regards,

Sam Carrell
Director of Rural Development
Central Iowa Shelter Services



Parcel Number: 007410460029000
Computer ID: 07-19-408-001
Deed Holder: CRISIS CENTER & WOMEN'S SHELTER
Property Address: 1014 N ELM OTTUMWA
Mailing Address: CRISIS CENTER & WOMEN'S SHELTER PO BOX 446 OTTUMWA IA 52501 USA
Class: RES 3+ UNITS
Map Area: OTTUMWA APTS
Tax District: OTTUMWA
Subdivision: [NONE]
Legal Description: EAST OTTUMWA LOT 30,31,32 & 33 (1014 N ELM)
Existing SF: 6,400 SF +/-

1

CONCEPTUAL SITE PLAN

1" = 40'-0"

0 40' 80' 120'

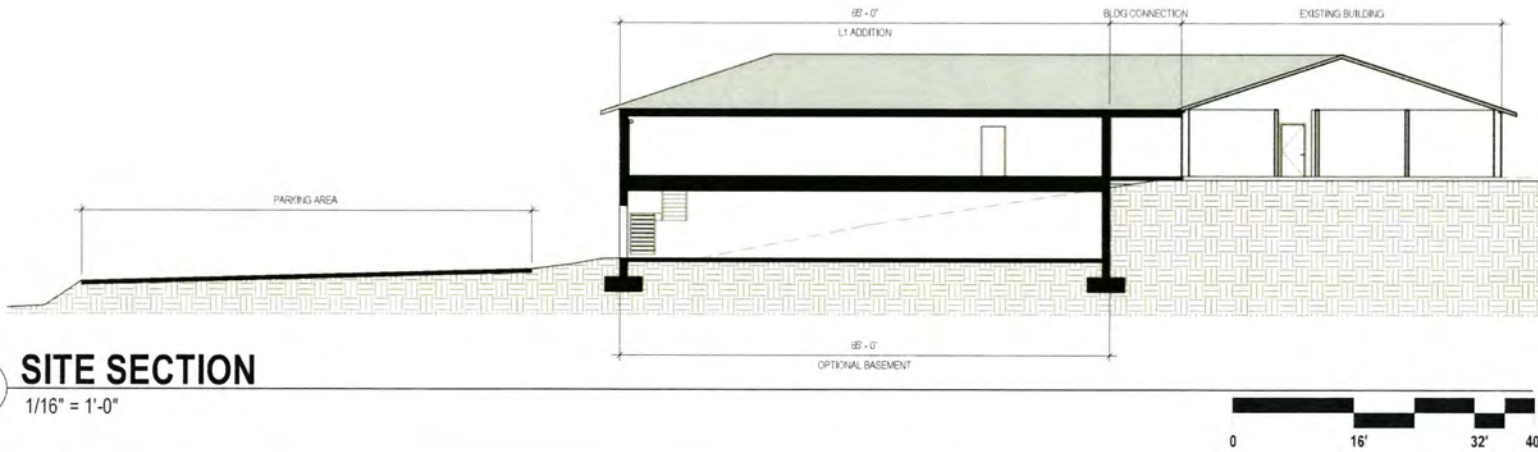




SW ELEVATED VIEW



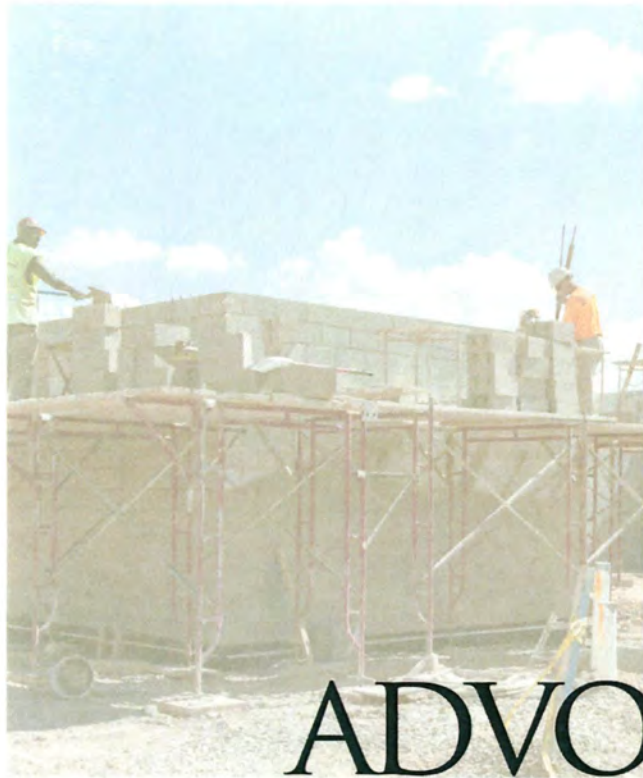
SE ELEVATED VIEW



1

SITE SECTION

1/16" = 1'-0"



ADVOCATES

FROM CONCEPT TO COMPLETION



CENTRAL IOWA
SHELTER & SERVICES

CISS Ottumwa
Ottumwa, Iowa

Order of Magnitude Budget

4/9/2024

 **ESTES**
CONSTRUCTION



CISS Ottumwa

Ottumwa, Iowa

COST OPINION
4/9/2024



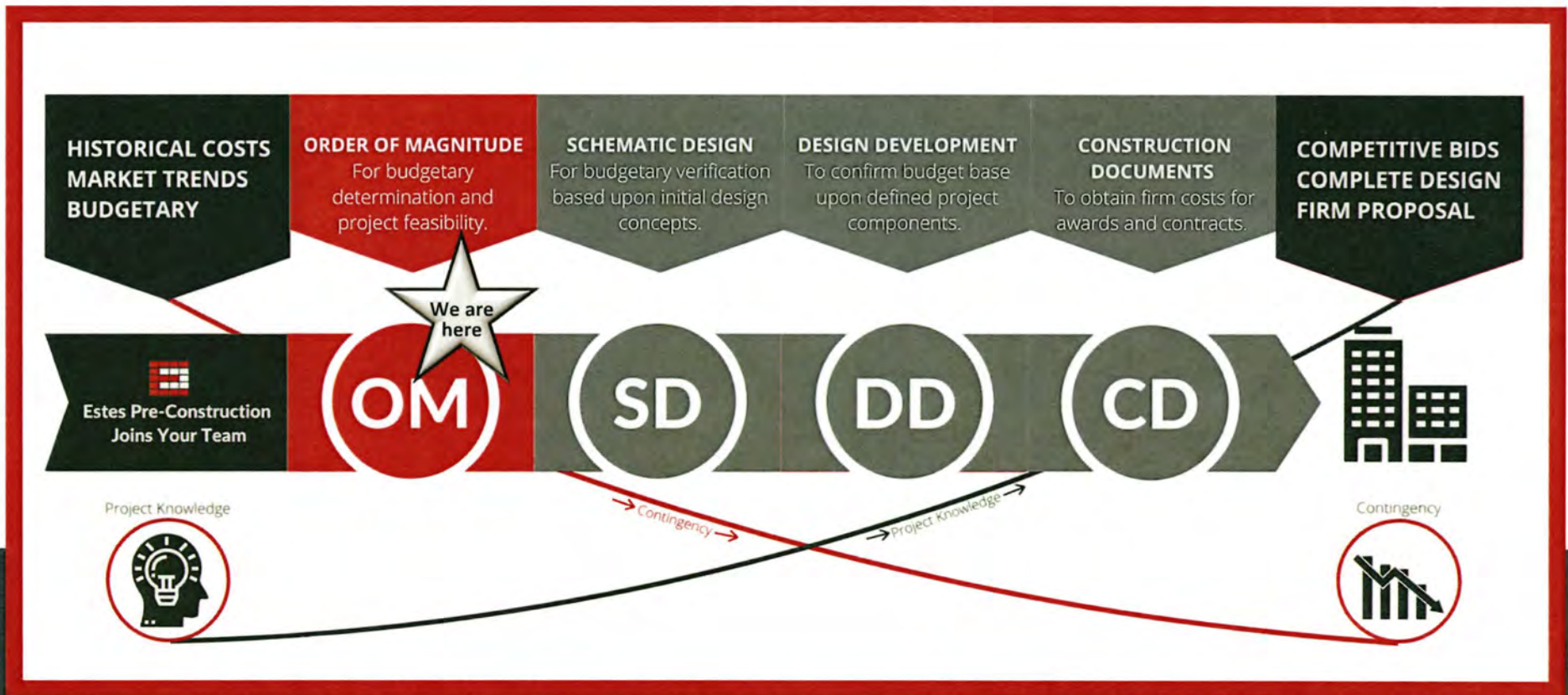
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PRE-CONSTRUCTION PROCESS

Your project is in Order of Magnitude.

At the order of magnitude phase, we know only the intended use of the building, general design concept, and approximate schedule goals. The purpose of this step is to determine feasibility and project direction. Generally, the approach is to leverage historical cost data from similar projects, modified by known current escalation and market trends. Multiple revisions may be required, even at this preliminary step, to set project parameters. With much left to discover, this is not a precision exercise but a way to set the project up for success.



BUDGET APPROACH

Construction projects can be financially and logistically cumbersome, yet a comprehensive budget and regular updates will lead to a successful outcome and maximize your construction dollar value. With the evolution of design and increase in knowledge, cost projections can ebb and flow, but we can assure we stay on track in keeping pace with design.



The project budget is based on drawings for the CISS Ottumwa project dated 3/4/2024 provided by Vizion Architects .

Historical costs from similar buildings constructed by Estes Construction.

Budget assumes 2025 construction completion.

Assumptions as noted in subsequent pages.

MANAGING UNKNOWNNS

Early in the project life cycle, unknowns can be abundant. All building sites are different, and conditions below the surface are never guaranteed. This is an area of uncertainty and risk that needs to be managed well into the start of construction. Site utility services, landscaping, building envelope finishes, and mechanical systems are just a few aspects that can vary widely in their impacts on budgets. In addition, codes and jurisdictional requirements vary regionally and are ever-changing. These items will be strategically managed through pre-construction

Discovery and decisions add to the fluidity of design and thus cost projections, and we have tools to manage this:



Contingencies are an essential risk management tool.

A responsible budget reserve, known as a contingency, is for the things that are not yet known. Every project needs contingency, some of which must carry into the project to assure its success. It is a hedge against cost overruns due to unanticipated changes that can come with new information.



Allowances are another tool for successful budgeting.

Allowances are used as placeholders to cover the costs of items that are "somewhat known". An example might be a monument sign, interior finishes, or a dumpster enclosure, the design of which is trailing the progress of the majority of the design. We can anticipate what is "possible" and responsibly recognize that it is forthcoming, unlike a contingency which covers the unforeseen.



Escalation factors cover the increasing cost of construction over time.

Construction escalation does not strictly mean inflation, as there are unique industry influences on pricing that do not necessarily follow traditional trends like consumer goods. Labor costs, commodity prices, and market fluctuations due to timing, weather, geography, and economic pressures all play a part.

PROJECT SCOPE

Knowledge. Planning. Quality.

Site Scope:

- Site grading & prep for paving.
- Erosion Control.
- Site Paving 5" (6,500 Sf approx.).
- Sidewalks 4" (1,000 Sf approx.).
- New water service for sprinkler system 4".
- New sanitary sewer 4".
- Landscape allowance \$10,000.00.

Addition Scope: 74'-4" x 53'-4" (approx. 3,943 sf + 2,967 basement)

- Earth work includes machine excavation for new foundation, construction of building pad and backfill as required.
- Interior & exterior concrete spread footings as indicated.
- 8" Concrete foundation / basement walls as shown.
- Slab on grade 4" with base at basement and partial upper floor.
- Waterproofing of foundation as required.
- Steel support beam and post at basement.
- Wood framing / lumber package and framing labor as required for new addition.
- Rough-in of walls and ceilings as required for new mechanical and electrical systems.
- Exterior windows, doors, and overhead doors as indicated.
- New Laminated shingle roof at new and existing building.
- 4" Brick veneer (approx. 2,900 Sf) with cement board siding and soffit at remainder of the exterior.
- R – 40 insulation at roof, and R-19 insulation at exterior and interior demising walls.
- ½" gypsum board at interior walls and ceilings, tape, and finished.
- Interior casework, countertops, vanities, doors, and running trims as indicated.
- Painting of all walls, ceilings, doors, windows, and trims as required.

Allowances:

Landscaping \$10,000

Carpet \$3.50/ SF

Luxury Vinyl Tile \$8.50/ SF

PROJECT SCOPE (continued)

Knowledge. Planning. Quality.

Addition Scope continued :

- Carpet at bedrooms, living rooms, and open areas. (\$3.50 /sf allowance.)
- Luxury vinyl tile at kitchen and bathrooms. \$8.50 /sf allowance)
- Appliances include, range, microwave, exhaust hood, refrigerator, and dishwasher at each unit. (includes 1 ADA unit)
- 2- washers and dryers at central location.
- Plumbing includes all waste and vent piping as required. All hot and cold-water piping as needed.
- All plumbing fixtures at kitchen and bath areas as shown. Water heater at each unit.
- Standalone HVAC system at each unit.
- Electrical, lighting, power, & misc. at each unit as required.

Interior Remodel / Renovation Scope: (approx. 6,402 sf)

- Demo of existing walls, ceilings, doors, and flooring at two areas as shown.
- Saw cut and remove concrete as required for new underground plumbing.
- Patch of concrete trench for new plumbing.
- Construction of wall partitions as shown for four new apartments and two new restrooms.
- Rough-in of walls and ceilings as required for new mechanical and electrical systems.
- ½" gypsum board at interior walls and ceilings, tape, and finished.
- Interior casework, countertops, vanities, doors, and running trims as indicated.
- Painting of all walls, ceilings, doors, windows, and trims as required.
- Carpet at bedrooms, living rooms, and open areas. (\$3.50 /sf allowance.)
- Luxury vinyl tile at kitchens and bathrooms. \$8.50 /sf allowance)
- Appliances include, Range, Microwave, exhaust hood, refrigerator, and dishwasher at each unit. (1 ADA unit)

PROJECT SCOPE (continued)

Knowledge. Planning. Quality.

Interior Remodel / Renovation Scope: continued

- 2- washers and dryers at central location.
- Plumbing includes all waste and vent piping as required. All hot and cold-water piping as needed.
- Fire sprinkler system.
- All plumbing fixtures in kitchen and bath areas as shown. Water heater at each unit.
- Standalone HVAC system at each unit.
- Electrical, lighting, power, & misc. at each unit as required.

Inclusions

- Survey & Layout
- Supervision, Project Management & Document Management.
- Temporary controls, barriers & fencing.
- Clean up, & dumpsters

Exclusions

- Any work not listed above.
- Hazardous material abatement.
- Design Fees.
- Material testing services.
- Surety Bond.
- Builders risk insurance.
- Fixtures, furnishing, & equipment
- Financing.

PROJECT BUDGET

Accuracy. Transparency. No Surprises.

Estimate Totals

Description	Rate	Amount	Totals	Cost per Unit
Subtotal		1,714,058	1,714,058	128.76 /sqft
General Requirements	4.000 %	66,259		
General Conditions	10.000 %	172,273		
Business Liability Insurance	1.300 %	24,635		
Construction Fee	6.000 %	118,633		
		381,800	2,095,858	157.44 /sqft
Surety Bond				
Design Fees				
Testing Services				
Project Contingency	10.000 %	209,586		
Escalation				
Builders Risk Insurance				
		209,586	2,305,444	173.19 /sqft
Total			2,305,444	173.19 /sqft

PROJECT SUMMARY

Accuracy. Transparency. No Surprises.

CISS OTTUMWA SUMMARY

New Addition	6,910	GSF	\$ 202	/GSF	\$ 1,394,438
Existing Renovation	6,402	GSF	\$ 122	/GSF	\$ 779,137
Site Work	13,312	GSF	\$ 9.90	/GSF	\$ 131,869

CONSTRUCTION TOTAL

\$ 2,305,444





THE NEXT STEPS



Gregg Schmidt, CPE, CHC
Manager of Pre-Construction
gregg@estesconstruction.com
563.529.3806

Confirm scope and budget are in alignment with program needs.



Confirm timeline expectations and establish plan to achieve.



Finalize design documents.



Subcontractor bidding, contracting and procurement.

CISS Ottumwa 1014 N Elm St.
Addition & Interior Renovation

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CISS Ottumwa 1014 N Elm St.
Addition & Interior Renovation
OM Budget 4/9/2024

Project name	CISS Ottumwa OM Budget 4-9-2024
Estimator	Dominic Filippelli
Job size	13312 sqft

Spreadsheet Level	Takeoff Quantity	Total Cost/Unit	Total Amount	Notes
A Addition				
DIVISION 03 CONCRETE				
SOG-4" 4,000 PSI w/Base	4,000.00 sqft	7.33 /sqft	29,335	
Interior Continuous Footings 2-0 x 1-0	350.00 lnft	31.13 /lnft	10,896	
Perimeter Foundation Wall 8-0 x 1-0	215.00 lnft	209.54 /lnft	45,050	
Perimeter Foundation Wall 5-0 x 1-0	40.00 lnft	130.96 /lnft	5,238	
DIVISION 03 CONCRETE	13,312.00 gsf	6.80 /gsf	90,520	
DIVISION 04 MASONRY				
Brick Masonry Subcontract	2,900.00 sqft	26.19 /sqft	75,957	
DIVISION 04 MASONRY	13,312.00 gsf	5.71 /gsf	75,957	
DIVISION 05 METALS				
Steel Erection	1.00 lsum	2,619.22 /lsum	2,619	
Steel Framing-Misc	1.00 lsum	5,588.42 /lsum	5,588	
DIVISION 05 METALS	13,312.00 gsf	0.62 /gsf	8,208	
DIVISION 06 WOODS, PLASTICS & COMPOSITES				
Wood Framing Material only	4,000.00 sqft	19.00 /sqft	76,003	
Rough Carpentry Sub	4,000.00 sqft	7.33 /sqft	29,335	
Wood Base primed	1,480.00 lnft	1.68 /lnft	2,481	
Wood Base Shoe primed	411.00 lnft	1.34 /lnft	551	
Wood Window & Door Casing primed	1,632.00 lnft	1.34 /lnft	2,189	
Handrail Oak	40.00 lnft	4.92 /lnft	197	
Subcontractor Finish Carp	4,000.00 sqft	4.71 /sqft	18,858	
DIVISION 06 WOODS, PLASTICS & COMPOSITES	13,312.00 gsf	9.74 /gsf	129,614	
DIVISION 07 THERMAL & MOISTURE PROTECTION				
Sub Waterproofing	600.00 sqft	4.71 /sqft	2,829	
3-1/2" Unfaced R11 16x96	6,000.00 sqft	1.05 /sqft	6,286	
R40 Blown Insul	4,000.00 sqft	1.78 /sqft	7,124	
Laminated Shingles	150.00 sqs	419.07 /sqs	62,861	
Siding, Soffit, & Facia Sub	1,000.00 sqft	16.76 /sqft	16,763	
Gutters Medium	200.00 lnft	15.72 /lnft	3,143	
DIVISION 07 THERMAL & MOISTURE PROTECTION	13,312.00 gsf	7.44 /gsf	99,006	
DIVISION 08 OPENINGS				
Prehung Steel Entry Door	10.00 each	558.84 /each	5,588	
Prehung Solid Core Wood	18.00 each	558.84 /each	10,059	
Sliding Closet Hollow Core Wood 6-0 w	7.00 each	335.31 /each	2,347	

Spreadsheet Level	Takeoff Quantity	Total Cost/Unit	Total Amount	Notes
DIVISION 08 OPENINGS				
Overhead Door	1.00 lsum	5,762.27 /lsum	5,762	
Wood Windows	16.00 ea	558.84 /ea	8,941	
Finish Hardware by Allowance Medium	35.00 set	1,788.30 /set	62,590	
DIVISION 08 OPENINGS	13,312.00 gsf	7.16 /gsf	95,289	
DIVISION 09 FINISHES				
1/2" Gyp Bd @ Wall	13,500.00 sqft	3.67 /sqft	49,503	
1/2" Gyp Bd @ Clg	7,000.00 sqft	4.19 /sqft	29,335	
Luxury Vinyl Tile	1,071.00 sqft	8.91 /sqft	9,538	
Carpeting	2,281.00 sqft	4.49 /sqft	10,231	
Paint Wall-Prime/1 Coat	13,500.00 sqft	1.05 /sqft	14,144	
Paint Clg-Prime/1 Coat	7,000.00 sqft	1.57 /sqft	11,001	
Paint/Stain Door	35.00 each	104.77 /each	3,667	
Paint/Stain Frame	35.00 each	104.77 /each	3,667	
Paint/Stain Wd Base	3,112.00 lnft	1.05 /lnft	3,260	
Exterior Painting	1.00 lsum	5,238.43 /lsum	5,238	
DIVISION 09 FINISHES	13,312.00 gsf	10.49 /gsf	139,584	
DIVISION 10 SPECIALTIES				
Fire Exting-10 lb ABC	2.00 each	111.77 /each	224	
Fire Exting Cabinet-Rated	2.00 each	223.54 /each	447	
Postal Specialties	1.00 each	475.02 /each	475	
Tlt Paper Disp-Single Surface	7.00 each	13.41 /each	94	
Grab Bar-18"	5.00 each	31.29 /each	156	
Grab Bar-36"	5.00 each	35.77 /each	179	
Grab Bar-42"	5.00 each	39.12 /each	196	
Mirror-S,Stl Frame 24"x36"	7.00 each	83.83 /each	587	
Shower Curtain-Vinyl 60"	7.00 each	33.53 /each	235	
Towel Bar-24"	7.00 each	16.76 /each	117	
Robe Hook-Single	7.00 each	5.59 /each	39	
Wire Shelving and Rod	62.00 lnft	39.12 /lnft	2,425	
DIVISION 10 SPECIALTIES	13,312.00 gsf	0.39 /gsf	5,174	
DIVISION 11 EQUIPMENT				
Range - electric	4.00 each	894.15 /each	3,577	
Range - electric ADA	1.00 each	1,229.46 /each	1,229	
Microwave Counter ADA	1.00 each	335.30 /each	335	
Microwave Overhead Mount	4.00 each	502.96 /each	2,012	
Exhaust Hood Overhead Mount	5.00 each	279.42 /each	1,397	
Refrigerator/Freezers	5.00 each	950.03 /each	4,750	
Dishwasher	4.00 each	670.61 /each	2,682	
Dishwasher ADA	1.00 each	838.26 /each	838	

Spreadsheet Level	Takeoff Quantity	Total Cost/Unit	Total Amount	Notes
DIVISION 11 EQUIPMENT				
Washer	2.00 each	950.04 /each	1,900	
Dryer	2.00 each	950.03 /each	1,900	
DIVISION 11 EQUIPMENT	13,312.00 gsf	1.55 /gsf	20,621	
DIVISION 12 FURNISHINGS				
P.Lam Base Cabinets	71.00 lnft	134.12 /lnft	9,523	
P.Lam Vanity Base Cabinets	21.00 lnft	134.12 /lnft	2,817	
P.Lam Wall Cabinets	51.00 lnft	111.77 /lnft	5,700	
P.Lam Tall Cabinets	18.00 lnft	223.54 /lnft	4,024	
P.Lam Countertops	71.00 lnft	41.91 /lnft	2,975	
P.Lam Vanity Countertops	21.00 lnft	41.91 /lnft	880	
Roller Shades	16.00 each	157.15 /each	2,514	
DIVISION 12 FURNISHINGS	13,312.00 gsf	2.14 /gsf	28,433	
DIVISION 21 FIRE SUPPRESSION				
Automatic Fire Sprinkler System	6,910.00 lsum	4.19 /lsum	28,958	
DIVISION 21 FIRE SUPPRESSION	13,312.00 gsf	2.18 /gsf	28,958	
DIVISION 22 PLUMBING				
Plumbing	5,500.00 sqft	17.81 /sqft	97,959	
DIVISION 22 PLUMBING	13,312.00 gsf	7.36 /gsf	97,959	
DIVISION 23 HEATING, VENTILATING & AIR CONDITIONING				
HVAC	5,500.00 sqft	17.81 /sqft	97,959	
DIVISION 23 HEATING, VENTILATING & AIR CONDITIONING	13,312.00 gsf	7.36 /gsf	97,959	
DIVISION 26 ELECTRICAL				
Electrical	5,500.00 sqft	18.86 /sqft	103,721	
DIVISION 26 ELECTRICAL	13,312.00 gsf	7.79 /gsf	103,721	
DIVISION 31 EARTHWORK				
Machine Excavation	700.00 cuyd	10.48 /cuyd	7,334	
Backfill Bsmt Fnd	400.00 cuyd	20.99 /cuyd	8,395	
DIVISION 31 EARTHWORK	13,312.00 gsf	1.18 /gsf	15,729	
A Addition			1,036,731	

B Existing Building

CISS Ottumwa 1014 N Elm St.
Addition & Interior Renovation

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Spreadsheet Level	Takeoff Quantity	Total Cost/Unit	Total Amount	Notes
DIVISION 02 EXISTING CONDITIONS				
Demo Conc Floor	400.00 sqft	10.48 /sqft	4,191	
Load & Haul Heavy Debris	6.00 cuyd	138.30 /cuyd	830	
Demolition (Sub) 2,900 SF Existing	1.00 lsum	12,572.23 /lsum	12,572	
Sawcut Concrete SOG	400.00 lnft	4.19 /lnft	1,676	
DIVISION 02 EXISTING CONDITIONS	13,312.00 gsf	1.45 /gsf	19,269	
DIVISION 03 CONCRETE				
Patch Plumbing Trench	400.00 sqft	10.48 /sqft	4,191	
DIVISION 03 CONCRETE	13,312.00 gsf	0.31 /gsf	4,191	
DIVISION 06 WOODS, PLASTICS & COMPOSITES				
Wood Framing Material only	3,000.00 sqft	10.06 /sqft	30,178	
Rough Carpentry Sub	3,000.00 sqft	4.81 /sqft	14,416	
Wood Base primed	1,288.00 lnft	1.68 /lnft	2,159	
Wood Base Shoe primed	403.00 lnft	1.34 /lnft	541	
Wood Window & Door Casing primed	928.00 lnft	1.34 /lnft	1,245	
Subcontractor Finish Carp	3,000.00 sqft	4.71 /sqft	14,144	
DIVISION 06 WOODS, PLASTICS & COMPOSITES	13,312.00 gsf	4.71 /gsf	62,682	
DIVISION 08 OPENINGS				
Prehung Steel Entry Door	4.00 each	558.84 /each	2,235	
Prehung Solid Core Wood	19.00 each	558.84 /each	10,618	
Sliding Closet Hollow Core Wood 6-0 w	6.00 each	335.31 /each	2,012	
Finish Hardware by Allowance Medium	29.00 set	1,788.30 /set	51,861	
DIVISION 08 OPENINGS	13,312.00 gsf	5.01 /gsf	66,726	
DIVISION 09 FINISHES				
1/2" Gyp Bd @ Wall	11,600.00 sqft	3.67 /sqft	42,536	
1/2" Gyp Bd @ Clg	3,100.00 sqft	4.19 /sqft	12,991	
Luxury Vinyl Tile	1,092.00 sqft	8.91 /sqft	9,725	
Carpeting	2,869.00 sqft	4.49 /sqft	12,871	
Paint Wall-Prime/1 Coat	11,600.00 sqft	1.05 /sqft	12,153	
Paint Clg-Prime/1 Coat	3,100.00 sqft	1.57 /sqft	4,872	
Paint/Stain Door	29.00 each	104.77 /each	3,038	
Paint/Stain Frame	29.00 each	104.77 /each	3,038	
Paint/Stain Wd Base	2,216.00 lnft	1.05 /lnft	2,322	
DIVISION 09 FINISHES	13,312.00 gsf	7.78 /gsf	103,546	
DIVISION 10 SPECIALTIES				
Fire Exting-10 lb ABC	2.00 each	111.77 /each	224	

Spreadsheet Level	Takeoff Quantity	Total Cost/Unit	Total Amount	Notes
DIVISION 10 SPECIALTIES				
Fire Exting Cabinet-Rated	2.00 each	223.54 /each	447	
Postal Specialties	1.00 each	475.01 /each	475	
Tlt Paper Disp-Single Surface	8.00 each	13.41 /each	107	
Grab Bar-18"	6.00 each	31.30 /each	188	
Grab Bar-36"	6.00 each	35.77 /each	215	
Grab Bar-42"	6.00 each	39.12 /each	235	
Mirror-S.Stl Frame 24"x36"	8.00 each	83.83 /each	671	
Shower Curtain-Vinyl 60"	6.00 each	33.53 /each	201	
Towel Bar-24"	8.00 each	16.77 /each	134	
Robe Hook-Single	8.00 each	5.59 /each	45	
Wire Shelving and Rod	66.00 lft	39.12 /lft	2,582	
DIVISION 10 SPECIALTIES	13,312.00 gsf	0.41 /gsf	5,522	
DIVISION 11 EQUIPMENT				
Range - electric	4.00 each	894.15 /each	3,577	
Microwave Overhead Mount	4.00 each	502.96 /each	2,012	
Exhaust Hood Overhead Mount	4.00 each	279.42 /each	1,118	
Refrigerator/Freezers	4.00 each	950.03 /each	3,800	
Dishwasher	4.00 each	670.61 /each	2,682	
Washer	2.00 each	950.04 /each	1,900	
Dryer	2.00 each	950.03 /each	1,900	
DIVISION 11 EQUIPMENT	13,312.00 gsf	1.28 /gsf	16,989	
DIVISION 12 FURNISHINGS				
P.Lam Base Cabinets	88.00 lft	134.12 /lft	11,803	
P.Lam Vanity Base Cabinets	18.00 lft	134.12 /lft	2,414	
P.Lam Wall Cabinets	64.00 lft	111.77 /lft	7,153	
P.Lam Tall Cabinets	13.00 lft	223.54 /lft	2,906	
P.Lam Countertops	88.00 lft	41.91 /lft	3,688	
P.Lam Vanity Countertops	18.00 lft	41.91 /lft	754	
DIVISION 12 FURNISHINGS	13,312.00 gsf	2.16 /gsf	28,718	
DIVISION 21 FIRE SUPPRESSION				
Automatic Fire Sprinkler System	6,402.00 lsum	4.19 /lsum	26,829	
DIVISION 21 FIRE SUPPRESSION	13,312.00 gsf	2.02 /gsf	26,829	
DIVISION 22 PLUMBING				
Plumbing	4,500.00 sqft	17.81 /sqft	80,148	
DIVISION 22 PLUMBING	13,312.00 gsf	6.02 /gsf	80,148	
DIVISION 23 HEATING, VENTILATING & AIR CONDITIONING				

Spreadsheet Level	Takeoff Quantity	Total Cost/Unit	Total Amount	Notes
DIVISION 23 HEATING, VENTILATING & AIR CONDITIONING				
HVAC	4,500.00 sqft	17.81 /sqft	80,148	
DIVISION 23 HEATING, VENTILATING & AIR CONDITIONING	13,312.00 gsf	6.02 /gsf	80,148	
DIVISION 26 ELECTRICAL				
Electrical	4,500.00 sqft	18.86 /sqft	84,863	
DIVISION 26 ELECTRICAL	13,312.00 gsf	6.37 /gsf	84,863	
B Existing Building	13,312.00	43.54	579,631	
C Site Work				
DIVISION 31 EARTHWORK				
Site Grading & Prep Paving	1.00 lsum	5,238.42 /lsum	5,238	
Subcontractor Erosion Control	1.00 sub	4,190.74 /sub	4,191	
DIVISION 31 EARTHWORK	13,312.00 gsf	0.71 /gsf	9,429	
DIVISION 32 EXTERIOR IMPROVEMENTS				
Sidewalk-4" 4,000 PSI w/Base	1,000.00 sqft	5.76 /sqft	5,762	
Paving-5" 4,000 PSI w/Base	6,500.00 sqft	7.86 /sqft	51,075	
Landscaping allowance	1.00 lsum	10,476.85 /lsum	10,477	
DIVISION 32 EXTERIOR IMPROVEMENTS	13,312.00 gsf	5.06 /gsf	67,314	
DIVISION 33 UTILITIES				
Site Utilities	1.00 lsum	20,953.71 /lsum	20,954	
DIVISION 33 UTILITIES	13,312.00 gsf	1.57 /gsf	20,954	
C Site Work	13,312.00	7.34	97,697	

Estimate Totals

Description	Rate	Amount	Totals	Cost per Unit
Subtotal		1,714,058	1,714,058	128.76 /sqft
General Requirements	4.000 %	66,259		
General Conditions	10.000 %	172,273		
Business Liability Insurance	1.300 %	24,635		
Construction Fee	6.000 %	118,633		
		381,800	2,095,858	157.44 /sqft
Surety Bond				
Design Fees				
Testing Services				
Project Contingency	10.000 %	209,586		
Escalation				
Builders Risk Insurance				
		209,586	2,305,444	173.19 /sqft
Total			2,305,444	173.19 /sqft

received
8/16/2024 3pm

Item No. I.-1.

6512221

CITY OF OTTUMWA Staff Summary

**** ACTION ITEM ****

Council Meeting of: Aug 20, 2024

Finance

Department

O'Donnell

Prepared By

O'Donnell

Department Head

City Administrator Approval

AGENDA TITLE: A RESOLUTION APPROVING TRANSFER OF FUNDS AS OF JUNE 30, 2024

☐

Public hearing required if this box is checked.

☐

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

RECOMMENDATION: Pass and adopt Resolution No. 179-2024 - to complete transfers for June 2024 and for FY 2024.

DISCUSSION: At the August 2nd meeting the Council approved transfers for June 2024 with the exception of franchise fees to the General Fund. This was due to the timing of receipt of the fees from the utility providers. All revenues have now been received and the final transfer can be made.

Source of Funds: N/A

Budgeted Item:

☐

Budget Amendment Needed: No

RESOLUTION NO. 179-2024

A RESOLUTION APPROVING TRANSFER OF FUNDS AS OF JUNE 30, 2024

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

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

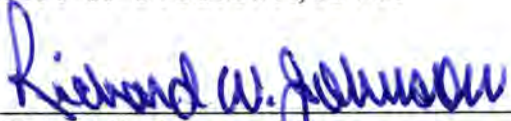
WHEREAS, the Director of Finance has requested the approval of transfers as of June 30, 2024 per the attached listing.

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

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

APPROVED, PASSED, AND ADOPTED, this 20th day of August 2024.

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

ATTEST:


Christina Reinhard, City Clerk

Transfer In Account	Amount	Fund	Transfer Out Account	06/30/24 Transfer	Reason
001-000-4835	\$ 1,420,000.00	Franchise	005-9-910-6910	\$ 511,548.24	Support of Public Safety
Total Budgeted	\$ 1,420,000.00		Total to Transfer	\$ 511,548.24	

Resolution No. 179-2024

Richard W. Johnson
Richard W. Johnson, Mayor

ATTEST:

Christina Reinhard
Christina Reinhard, City Clerk



received
8-13-24 8 AM

Item No. I.-2.

CITY OF OTTUMWA
Staff Summary

bevinson

**** ACTION ITEM ****

Council Meeting of : Aug 20, 2024

Airport

Department

Jay Wheaton

Prepared By

Jay Wheaton

Department Head



City Administrator Approval

AGENDA TITLE: Approve Resolution # 180-2024 to accept the Grant Offer for Airport Improvement Program (AIP) project No. 3-19-0073-026-2024 at the Ottumwa Regional Airport.

☐

Public hearing required if this box is checked.

☐

If the box is checked, the public hearing must be held on the agenda.
If the box is not checked, the public hearing is not required.

RECOMMENDATION: Pass and adopt Resolution # 180-2024

DISCUSSION: The Federal Aviation Administration has awarded a grant of \$158,310.00 for the design and survey work for the apron and taxi-way at the Ottumwa Regional Airport. The contract with Kirkham Michael was approved at the April 16th 2024 City Council meeting Resolution # 92-2024.
Total cost of survey and design is. \$172,949.69
FAA Grant amount not exceed. \$158,310.00
Amount to be paid from Airport Fund Balance. \$14,639.69
Staff is recommending approval of the receipt of the grant. Attached is a copy of the Grant Agreement.

Source of Funds: 90% FAA 10% Airport Fund Balance

Budgeted Item:



Budget Amendment Needed: No

RESOLUTION #180 -2024

A RESOLUTION APPROVING THE CITY OF OTTUMWA'S ACCEPTANCE AND GRANT AGREEMENT WITH THE FEDERAL AVIATION ADMINISTRATION FOR THE APRON REHABILITATION PROJECT AT THE OTTUMWA REGIONAL AIRPORT.

WHEREAS, The City of Ottumwa, Iowa desires to improve and reconstruct the apron and taxi-way at the Ottumwa Regional Airport.

WHEREAS, This grant is for the survey and design work for the upcoming taxi-way and apron rehabilitation project at the Ottumwa Regional Airport.; and

WHEREAS, the grant awarded is approximately \$158,310 for said design work

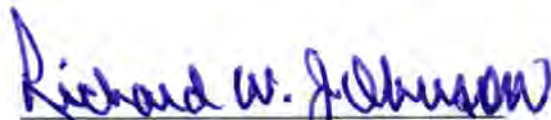
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA. THAT: The proposed grant agreement between the City of Ottumwa, Iowa and the Federal Aviation Administration (FAA) for the survey and design work at the Ottumwa Regional Airport is hereby approved

APPROVED, PASSED AND ADOPTED this 20th day of August, 2024.

CITY OF OTTUMWA, IOWA

ATTEST:


Christina Reinhard, City Clerk


Richard W. Johnson, Mayor



U.S. Department
of Transportation
**Federal Aviation
Administration**

Airports Division
Central Region
Iowa, Kansas, Missouri, Nebraska

FAA ACE-600
901 Locust
Kansas City, MO 64106

Mr. J.D. Wheaton
Airport Facilities Manager
Ottumwa Regional Airport
14802 Terminal Street
Ottumwa, IA 52501

Dear Mr. Wheaton:

The Grant Offer for Airport Improvement Program (AIP) Project No. 3-19-0073-026-2024 at Ottumwa Regional Airport is attached for execution. This letter outlines the steps you must take to properly enter into this agreement and provides other useful information. Please read the conditions, special conditions, and assurances that comprise the grant offer carefully.

You may not make any modification to the text, terms or conditions of the grant offer.

Steps You Must Take to Enter Into Agreement. To properly enter into this agreement, you must do the following:

1. The governing body must give authority to execute the grant to the individual(s) signing the grant, i.e., the person signing the document must be the sponsor's authorized representative(s) (hereinafter "authorized representative").
2. The authorized representative must execute the grant by adding their electronic signature to the appropriate certificate at the end of the agreement.
3. Once the authorized representative has electronically signed the grant, the sponsor's attorney(s) will automatically receive an email notification.
4. On the same day or after the authorized representative has signed the grant, the sponsor's attorney(s) will add their electronic signature to the appropriate certificate at the end of the agreement.
5. If there are co-sponsors, the authorized representative(s) and sponsor's attorney(s) must follow the above procedures to fully execute the grant and finalize the process. Signatures must be obtained and finalized no later than **August 30th, 2024**.
6. The fully executed grant will then be automatically sent to all parties as an email attachment.

Payment. Subject to the requirements in 2 CFR § 200.305 (Federal Payment), each payment request for reimbursement under this grant must be made electronically via the Delphi eInvoicing System. Please see the attached Grant Agreement for more information regarding the use of this System.

Project Timing. The terms and conditions of this agreement require you to complete the project without undue delay and no later than the Period of Performance end date (1,460 days from the grant execution date). We will be monitoring your progress to ensure proper stewardship of these Federal funds. We expect you to submit payment requests for reimbursement of allowable incurred project expenses consistent with project progress. Your grant may be placed in "inactive" status if you do not make draws

on a regular basis, which will affect your ability to receive future grant offers. Costs incurred after the Period of Performance ends are generally not allowable and will be rejected unless authorized by the FAA in advance.

Reporting. Until the grant is completed and closed, you are responsible for submitting formal reports as follows:

- For all grants, you must submit by December 31st of each year this grant is open:
 1. A signed/dated SF-270 (Request for Advance or Reimbursement for non-construction projects) or SF-271 or equivalent (Outlay Report and Request for Reimbursement for Construction Programs), and
 2. An SF-425 (Federal Financial Report).
- For non-construction projects, you must submit FAA Form 5100-140, Performance Report within 30 days of the end of the Federal fiscal year.
- For construction projects, you must submit FAA Form 5370-1, Construction Progress and Inspection Report, within 30 days of the end of each Federal fiscal quarter.

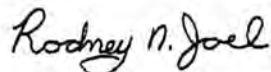
Audit Requirements. As a condition of receiving Federal assistance under this award, you must comply with audit requirements as established under 2 CFR Part 200. Subpart F requires non-Federal entities that expend \$750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to ensure your organization will comply with applicable audit requirements and standards.

Closeout. Once the project(s) is completed and all costs are determined, we ask that you work with your FAA contact indicated below to close the project without delay and submit the necessary final closeout documentation as required by your Region/Airports District Office.

FAA Contact Information. Anthony Pollard, (816) 329-2619, is the assigned program manager for this grant and is readily available to assist you and your designated representative with the requirements stated herein.

We sincerely value your cooperation in these efforts and look forward to working with you to complete this important project.

Sincerely,



Rodney N. Joel

Acting Director, Central Region Airports Division



U.S. Department
of Transportation
Federal Aviation
Administration

FEDERAL AVIATION ADMINISTRATION AIRPORT IMPROVEMENT PROGRAM (AIP)

FY 2024 AIP

GRANT AGREEMENT

Part I - Offer

Federal Award Offer Date July 30, 2024

Airport/Planning Area Ottumwa Regional

AIP Grant Number 3-19-0073-026-2024

Unique Entity Identifier K1L6UC1WHZ93

TO: City of Ottumwa, Iowa

(herein called the "Sponsor") (For Co-Sponsors, list all Co-Sponsor names. The word "Sponsor" in this Grant Agreement also applies to a Co-Sponsor.)

FROM: **The United States of America** (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated **April 16, 2024**, for a grant of Federal funds for a project at or associated with the **Ottumwa Regional Airport**, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the **Ottumwa Regional Airport** (herein called the "Project") consisting of the following:

Reconstruct General Aviation Terminal Apron - Phase 1 Design Only

which is more fully described in the Project Application.

NOW THEREFORE, Pursuant to and for the purpose of carrying out the Title 49, United States Code (U.S.C.), Chapters 471 and 475; 49 U.S.C. §§ 40101 et seq., and 48103; FAA Reauthorization Act of 2018 (Public Law (P.L.) Number 115-254); the Department of Transportation Appropriations Act, 2021 (P.L. 116-260, Division L); the Consolidated Appropriations Act, 2022 (P.L. 117-103); Consolidated Appropriations Act, 2024 (P.L. 118-42); FAA Reauthorization Act of 2024 (P.L. 118-63); and the representations contained in the Project Application; and in consideration of: (a) the Sponsor's adoption and ratification of the Grant Assurances dated May 2022, interpreted and applied consistent with the

FAA Reauthorization Act of 2024 per Reauthorization Grant Condition 30 below; (b) the Sponsor's acceptance of this Offer; and (c) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurance and conditions as herein provided;

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay Ninety (90%) of the allowable costs incurred accomplishing the Project as the United States share of the Project.

Assistance Listings Number (Formerly CFDA Number): 20.106

This Offer is made on and SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$158,310.00.

The following amounts represent a breakdown of the maximum obligation for the purpose of establishing allowable amounts for any future grant amendment, which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b):

\$0 for planning

\$158,310.00 for airport development or noise program implementation; and,

\$0 for land acquisition.

2. **Grant Performance.** This Grant Agreement is subject to the following Federal award requirements:

- a. Period of Performance:

1. Shall start on the date the Sponsor formally accepts this Agreement and is the date signed by the last Sponsor signatory to the Agreement. The end date of the Period of Performance is 4 years (1,460 calendar days) from the date of acceptance. The Period of Performance end date shall not affect, relieve, or reduce Sponsor obligations and assurances that extend beyond the closeout of this Grant Agreement.
2. Means the total estimated time interval between the start of an initial Federal award and the planned end date, which may include one or more funded portions or budget periods (2 Code of Federal Regulations (CFR) § 200.1).

- b. Budget Period:

1. For this Grant is 4 years (1,460 calendar days) and follows the same start and end date as the Period of Performance provided in paragraph (2)(a)(1). Pursuant to 2 CFR § 200.403(h), the Sponsor may charge to the Grant only allowable costs incurred during the Budget Period.
2. Means the time interval from the start date of a funded portion of an award to the end date of that funded portion during which the Sponsor is authorized to expend the funds awarded, including any funds carried forward or other revisions pursuant to 2 CFR § 200.308.

- c. Close Out and Termination:

1. Unless the FAA authorizes a written extension, the Sponsor must submit all Grant closeout documentation and liquidate (pay-off) all obligations incurred under this award no later

than 120 calendar days after the end date of the Period of Performance. If the Sponsor does not submit all required closeout documentation within this time period, the FAA will proceed to close out the grant within one year of the Period of Performance end date with the information available at the end of 120 days. (2 CFR § 200.344).

2. The FAA may terminate this Grant, in whole or in part, in accordance with the conditions set forth in 2 CFR § 200.340, or other Federal regulatory or statutory authorities as applicable.
3. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
4. **Indirect Costs - Sponsor.** The Sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the project application as accepted by the FAA, to allowable costs for Sponsor direct salaries and wages.
5. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with 49 U.S.C. § 47109, the regulations, policies, and procedures of the Secretary of Transportation ("Secretary"), and any superseding legislation. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
6. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this Agreement, 49 U.S.C. Chapters 471 and 475, the regulations, policies, and procedures of the Secretary. Per 2 CFR § 200.308, the Sponsor agrees to report and request prior FAA approval for any disengagement from performing the project that exceeds three months or a 25 percent reduction in time devoted to the project. The report must include a reason for the project stoppage. The Sponsor also agrees to comply with the grant assurances, which are part of this Agreement.
7. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
8. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before August 30th, 2024, or such subsequent date as may be prescribed in writing by the FAA.
9. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner for any project upon which Federal funds have been expended. For the purposes of this Grant Agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor, that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
10. **United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this Grant Agreement.

11. System for Award Management (SAM) Registration and Unique Entity Identifier (UEI).

- a. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from this requirement under 2 CFR § 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this Grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).
- b. Unique entity identifier (UEI) means a 12-character alpha-numeric value used to identify a specific commercial, nonprofit or governmental entity. A UEI may be obtained from SAM.gov at <https://sam.gov/content/entity-registration>.

12. Electronic Grant Payment(s). Unless otherwise directed by the FAA, the Sponsor must make each payment request under this Agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.

13. Informal Letter Amendment of AIP Projects. If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the Sponsor by \$25,000 or five percent (5%), whichever is greater, the FAA can issue a letter amendment to the Sponsor unilaterally reducing the maximum obligation.

The FAA can also issue a letter to the Sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun provided it will not exceed the statutory limitations for grant amendments. The FAA's authority to increase the maximum obligation does not apply to the "planning" component of Condition No. 1, Maximum Obligation.

The FAA can also issue an informal letter amendment that modifies the grant description to correct administrative errors or to delete work items if the FAA finds it advantageous and in the best interests of the United States.

An informal letter amendment has the same force and effect as a formal grant amendment.

14. Environmental Standards. The Sponsor is required to comply with all applicable environmental standards, as further defined in the Grant Assurances, for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this Grant Agreement.

15. Financial Reporting and Payment Requirements. The Sponsor will comply with all Federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.

16. Buy American. Unless otherwise approved in advance by the FAA, in accordance with 49 U.S.C. § 50101, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured goods produced outside the United States to be used for any project for which funds are provided under this Grant. The Sponsor will include a provision implementing Buy American in every contract and subcontract awarded under this Grant.

17. Build America, Buy America. The Sponsor must comply with the requirements under the Build America, Buy America Act (P.L. 117-58).

18. **Maximum Obligation Increase.** In accordance with 49 U.S.C. § 47108(b)(3), as amended, the maximum obligation of the United States, as stated in Condition No. 1, Maximum Obligation, of this Grant:

- a. May not be increased for a planning project;
- b. May be increased by not more than 15 percent for development projects if funds are available;
- c. May be increased by not more than the greater of the following for a land project, if funds are available:
 1. 15 percent; or
 2. 25 percent of the total increase in allowable project costs attributable to acquiring an interest in the land.

If the Sponsor requests an increase, any eligible increase in funding will be subject to the United States Government share as provided in 49 U.S.C. § 47110, or other superseding legislation if applicable, for the fiscal year appropriation with which the increase is funded. The FAA is not responsible for the same Federal share provided herein for any amount increased over the initial grant amount. The FAA may adjust the Federal share as applicable through an informal letter of amendment.

19. **Audits for Sponsors.**

The Sponsor must provide for a Single Audit or program-specific audit in accordance with 2 CFR Part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. Upon request of the FAA, the Sponsor shall provide one copy of the completed audit to the FAA. Sponsors that expend less than \$750,000 in Federal awards and are exempt from Federal audit requirements must make records available for review or audit by the appropriate Federal agency officials, State, and Government Accountability Office. The FAA and other appropriate Federal agencies may request additional information to meet all Federal audit requirements.

20. **Suspension or Debarment.** When entering into a "covered transaction" as defined by 2 CFR § 180.200, the Sponsor must:

- a. Verify the non-Federal entity is eligible to participate in this Federal program by:
 1. Checking the System for Award Management Exclusions in the System for Award Management (SAM) to determine if the non-Federal entity is excluded or disqualified; or
 2. Collecting a certification statement from the non-Federal entity attesting they are not excluded or disqualified from participating; or
 3. Adding a clause or condition to covered transactions attesting the individual or firm are not excluded or disqualified from participating.
- b. Require prime contractors to comply with 2 CFR § 180.330 when entering into lower-tier transactions with their contractors and sub-contractors.
- c. Immediately disclose in writing to the FAA whenever (1) the Sponsor learns they have entered into a covered transaction with an ineligible entity or (2) the Public Sponsor suspends or debars a contractor, person, or entity.

21. Ban on Texting While Driving.

- a. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.
 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - i. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - ii. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
- b. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts, and subcontracts funded with this Grant.

22. Trafficking in Persons.

- a. *Posting of contact information.*
 1. The sponsor must post the contact information as the national human trafficking hotline (including options to reach out to the hotline such as through phone, text, or TTY) in all public airport restrooms.
- b. *Provisions applicable to a recipient that is a private entity.*
 1. You as the recipient, your employees, subrecipients under this Grant, and subrecipients' employees may not:
 - i. Engage in severe forms of trafficking in persons during the period of time that the Grant and applicable conditions are in effect;
 - ii. Procure a commercial sex act during the period of time that the Grant and applicable conditions are in effect; or
 - iii. Use forced labor in the performance of the Grant or any subgrants under this Grant.
 2. We as the Federal awarding agency, may unilaterally terminate this Grant, without penalty, if you or a subrecipient that is a private entity –
 - i. Is determined to have violated a prohibition in paragraph (b) of this Grant Condition; or
 - ii. Has an employee who is determined by the agency official authorized to terminate the Grant to have violated a prohibition in paragraph (b) of this Grant Condition through conduct that is either –
 - a) Associated with performance under this Grant; or
 - b) Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR

Part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 2 CFR Part 1200.

- c. *Provision applicable to a recipient other than a private entity.* We as the Federal awarding agency may unilaterally terminate this Grant, without penalty, if a subrecipient that is a private entity –
 - 1. Is determined to have violated an applicable prohibition in paragraph (b) of this Grant Condition; or
 - 2. Has an employee who is determined by the agency official authorized to terminate the Grant to have violated an applicable prohibition in paragraph (b) of this Grant Condition through conduct that is either –
 - i. Associated with performance under this Grant; or
 - ii. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 2 CFR Part 1200.
- d. *Provisions applicable to any recipient.*
 - 1. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph (b) of this Grant Condition.
 - 2. Our right to terminate unilaterally that is described in paragraph (b) or (c) of this Grant Condition:
 - i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended [22 U.S.C. § 7104(g)], and
 - ii. Is in addition to all other remedies for noncompliance that are available to us under this Grant.
 - 3. You must include the requirements of paragraph (b) of this Grant Condition in any subgrant you make to a private entity.
- e. *Definitions.* For purposes of this Grant Condition:
 - 1. "Employee" means either:
 - i. An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this Grant; or
 - ii. Another person engaged in the performance of the project or program under this Grant and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.
 - 2. "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.
 - 3. "Private entity":
 - i. Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR § 175.25.

- ii. Includes:
 - a) A nonprofit organization, including any nonprofit institute of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR § 175.25(b).
 - b) A for-profit organization.
- 4. "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. § 7102).
- 23. **AIP Funded Work Included in a PFC Application.** Within 120 days of acceptance of this Grant Agreement, the Sponsor must submit to the FAA an amendment to any approved Passenger Facility Charge (PFC) application that contains an approved PFC project also covered under this Grant Agreement as described in the project application. The airport sponsor may not make any expenditure under this Grant Agreement until project work addressed under this Grant Agreement is removed from an approved PFC application by amendment.
- 24. **Exhibit "A" Property Map.** The Exhibit "A" Property Map dated March 24, 2015, is incorporated herein by reference or is submitted with the project application and made part of this Grant Agreement.
- 25. **Employee Protection from Reprisal.**
 - a. Prohibition of Reprisals.
 - 1. In accordance with 41 U.S.C. § 4712, an employee of a Sponsor, grantee, subgrantee, contractor, or subcontractor may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph (a)(2) below, information that the employee reasonably believes is evidence of:
 - i. Gross mismanagement of a Federal grant;
 - ii. Gross waste of Federal funds;
 - iii. An abuse of authority relating to implementation or use of Federal funds;
 - iv. A substantial and specific danger to public health or safety; or
 - v. A violation of law, rule, or regulation related to a Federal grant.
 - 2. Persons and bodies covered. The persons and bodies to which a disclosure by an employee is covered are as follows:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Federal employee responsible for contract or grant oversight or management at the relevant agency;
 - v. A court or grand jury;
 - vi. A management official or other employee of the Sponsor, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct; or
 - vii. An authorized official of the Department of Justice or other law enforcement agency.

- b. Investigation of Complaints.
 - 1. Submission of Complaint. A person who believes that they have been subjected to a reprisal prohibited by paragraph (a) of this Condition may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.
 - 2. Time Limitation for Submittal of a Complaint. A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.
 - 3. Required Actions of the Inspector General. Actions, limitations, and exceptions of the Inspector General's office are established under 41 U.S.C. § 4712(b).
- c. Remedy and Enforcement Authority.
 - 1. Assumption of Rights to Civil Remedy. Upon receipt of an explanation of a decision not to conduct or continue an investigation by the OIG, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c)(2).
- 26. **Co-Sponsor.** The Co-Sponsors, if any, understand and agree that they jointly and severally adopt and ratify the representations and assurances contained therein and that the word "Sponsor" as used in the application and other assurances is deemed to include all Co-Sponsors.
- 27. **Prohibited Telecommunications and Video Surveillance Services and Equipment.** The Sponsor agrees to comply with mandatory standards and policies relating to use and procurement of certain telecommunications and video surveillance services or equipment in compliance with the National Defense Authorization Act [P.L. 115-232 § 889(f)(1)] and 2 CFR § 200.216.
- 28. **Critical Infrastructure Security and Resilience.** The Sponsor acknowledges that it has considered and addressed physical and cybersecurity and resilience in their project planning, design, and oversight, as determined by the DOT and the Department of Homeland Security (DHS). For airports that do not have specific DOT or DHS cybersecurity requirements, the FAA encourages the voluntary adoption of the cybersecurity requirements from the Transportation Security Administration and Federal Security Director identified for security risk Category X airports.
- 29. **Title VI of the Civil Rights Act.** As a condition of a grant award, the Sponsor shall demonstrate that it complies with the provisions of Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq) and implementing regulations (49 CFR part 21), the Airport and Airway Improvement Act of 1982 (49 U.S.C. § 47123), the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794 et seq.), the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101, et seq.), U.S. Department of Transportation and Federal Aviation Administration (FAA) Assurances, and other relevant civil rights statutes, regulations, or authorities. This may include, as applicable, providing a current Title VI Program Plan and a Community Participation Plan (alternatively may be called a Public Participation Plan) to the FAA for approval, in the format and according to the timeline required by the FAA, and other information about the communities that will be benefited and impacted by the project. A completed FAA Title VI Pre-Grant Award Checklist is also required for every grant application, unless excused by the FAA. The Sponsor shall affirmatively ensure that when carrying out any project supported by this grant that it complies with all federal nondiscrimination and civil rights laws based on race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), creed, age, disability, genetic information, or environmental justice in consideration for federal financial assistance. The Sponsor, who has not sufficiently demonstrated the conditions of compliance with civil rights requirements

will be required to do so before receiving funds. The Department's and FAA's Office of Civil Rights may provide resources and technical assistance to recipients to ensure full and sustainable compliance with Federal civil rights requirements. Failure to comply with civil rights requirements will be considered a violation of the agreement or contract and be subject to any enforcement action as authorized by law.

30. **FAA Reauthorization Act of 2024.** This grant agreement is subject to the terms and conditions contained herein including the terms known as the Grant Assurances as they were published in the Federal Register on May 2022. On May 16, 2024, the FAA Reauthorization Act of 2024 made certain amendments to 49 U.S.C. chapter 471. The Reauthorization Act will require FAA to make certain amendments to the assurances in order to best achieve consistency with the statute. Federal law requires that FAA publish any amendments to the assurances in the Federal Register along with an opportunity to comment. In order not to delay the offer of this grant, the existing assurances are attached herein; however, FAA shall interpret and apply these assurances consistent with the Reauthorization Act. To the extent there is a conflict between the assurances and Federal statutes, the statutes shall apply. The full text of the FAA Reauthorization Act of 2024 is at <https://www.congress.gov/bill/118th-congress/house-bill/3935/text>

SPECIAL CONDITIONS

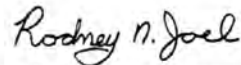
31. **Protection of Runway Protection Zone - Airport Property.** The Sponsor agrees to prevent the erection or creation of any structure, place of public assembly, or other use in the Runway Protection Zone, as depicted on the Exhibit "A": Property Map, except for Navigational Aids (NAVAIDS) that are fixed by their functional purposes or any other structure permitted by the FAA. The Sponsor further agrees that any existing structures or uses within the Runway Protection Zone will be cleared or discontinued by the Sponsor unless approved by the FAA.
32. **Protection of Runway Protection Zone - Easement.** The Sponsor, under the easement, agrees to take any and all steps necessary to ensure that the owner of the land within the designated Runway Protection Zone will not build any structure in the Runway Protection Zone that is an airport hazard or which might create glare or misleading lights or lead to the construction of residences, fuel handling and storage facilities, smoke generating activities, or places of public assembly, such as churches, schools, office buildings, shopping centers, and stadiums.
33. **Plans and Specifications Prior to Bidding.** The Sponsor agrees that it will submit plans and specifications for FAA review prior to advertising for bids.
34. **Design Grant.** This Grant Agreement is being issued in order to complete the design of the project. The Sponsor understands and agrees that within two (2) years after the design is completed that the Sponsor will accept, subject to the availability of the amount of Federal funding identified in the Airport Capital Improvement Plan (ACIP), a grant to complete the construction of the project in order to provide a useful and usable unit of work. The Sponsor also understands that if the FAA has provided Federal funding to complete the design for the project, and the Sponsor has not completed the design within four (4) years from the execution of this Grant Agreement, the FAA may suspend or terminate grants related to the design.
35. **Buy American Executive Orders.** The Sponsor agrees to abide by applicable Executive Orders in effect at the time this Grant Agreement is executed, including Executive Order 14005, Ensuring the Future Is Made in All of America by All of America's Workers.

3-19-0073-026-2024

The Sponsor's acceptance of this Offer and ratification and adoption of the Project Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Project and compliance with the Grant Assurances, terms, and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.¹



(Signature of Sponsor's Authorized Official)

Rodney N Joel

(Typed Name)

Acting Director, Central Region Airports Division

(Title of FAA Official)

¹ Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. § 1001 (False Statements) and could subject you to fines, imprisonment, or both.

PART II - ACCEPTANCE

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the Grant Assurances, terms, and conditions in this Offer and in the Project Application.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.²

Dated August 5, 2024

City of Ottumwa, Iowa

(Name of Sponsor)

Jay D Wheaton

Jay D Wheaton (Aug 5, 2024 10:56 CDT)

(Signature of Sponsor's Authorized Official)

By: Jay D Wheaton

(Typed Name of Sponsor's Authorized Official)

Title: Director of Airport Operations

(Title of Sponsor's Authorized Official)

² Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. § 1001 (False Statements) and could subject you to fines, imprisonment, or both.

received
8-14-24 3pm

Item No. I.-3.

business
[redacted]

CITY OF OTTUMWA Staff Summary

**** ACTION ITEM ****

Council Meeting of: Aug 20, 2024

Finance

Department

O'Donnell

Prepared By

O'Donnell

Department Head



City Administrator Approval

AGENDA TITLE: RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$16,000,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY OF OTTUMWA, STATE OF IOWA, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

☐

Public hearing required if this box is checked.

☐

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

RECOMMENDATION: Pass Resolution 181-2024 setting the public hearing for September 3, 2024 at 5:30 PM

DISCUSSION: Phase 8, Division 3 of the sewer separation project is ready to move forward. Financing for the project will be through the Iowa Finance Authority (IFA) state revolving loan fund (SRF). Normal repayment of SRF funds is through user fees. Staff is proposing repayment using local option sale/service tax (LOSST). As such, the IFA treats the loan as general obligation debt and we must follow the procedures for issuance of that debt. The first step is a public hearing, and staff recommends September 3, 2024 at 5:30 PM.

Source of Funds: N/A

Budgeted Item:

☐

Budget Amendment Needed: No

ITEMS TO INCLUDE ON AGENDA

CITY OF OTTUMWA, IOWA

Not to Exceed \$16,000,000 General Obligation Capital Loan Notes (State of Iowa Revolving Fund Loan)

- Resolution fixing date for a meeting on the proposition to authorize a Loan and Disbursement Agreement and the issuance of Notes to evidence the obligations of the City thereunder.

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

August 20, 2024

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

Doug McAntire, Keith Caviness, Cyan Bossou, Cara Galloway,
Bill Hoffman, Jr.

Absent: None

Vacant: NA

* * * * *

Council Member Caviness introduced the following Resolution entitled "RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$16,000,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY OF OTTUMWA, STATE OF IOWA, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF", and moved that the same be adopted. Council Member Galloway seconded the motion to adopt. The roll was called and the vote was,

AYES: McAntire, Caviness, Bossou, Galloway, Hoffman

NAYS: _____

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

RESOLUTION NO. 181-2024

RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$16,000,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY OF OTTUMWA, STATE OF IOWA, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that the City of Ottumwa, State of Iowa, should provide for the authorization of a Loan and Disbursement Agreement and the issuance of General Obligation Capital Loan Notes, to the amount of not to exceed \$16,000,000, as authorized by Sections 384.24A and 384.25, of the Code of Iowa, as amended, for the purpose of providing funds to pay costs of carrying out an essential corporate purpose project as hereinafter described; and

WHEREAS, the City has applied for a loan through the Iowa Water Pollution Control Works Financing Program pursuant to which the Iowa Finance Authority has agreed to purchase the City's Notes and has requested that such Notes be issued as a single Note in a denomination equal to the total amount of the issue as authorized by Chapter 384 of the Code of Iowa; and

WHEREAS, the Loan and Disbursement Agreement and Notes shall be payable from the Debt Service Fund; and

WHEREAS, before a Loan and Disbursement Agreement may be authorized and General Obligation Capital Loan Notes issued to evidence the obligation of the City thereunder, it is necessary to comply with the provisions of the Code of Iowa, as amended, and to publish a

notice of the proposal and of the time and place of the meeting at which the Council proposes to take action for the authorization of the Loan and Disbursement Agreement and Notes and to receive oral and/or written objections from any resident or property owner of the City to such action.

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

Section 1. That this Council meet at the Bridge View Center, 102 Church Street, Ottumwa, Iowa, 52501, at 5:30 P.M., on the 3rd day of September, 2024, for the purpose of taking action on the matter of the authorization of a Loan and Disbursement Agreement and the issuance of not to exceed \$16,000,000 General Obligation Capital Loan Notes, to evidence the obligations of the City thereunder for an essential corporate purpose of the City, the proceeds of which notes will be used to provide funds to pay the costs of acquisition, construction, reconstruction, extending, remodeling, improving, repairing and equipping all or part of the Municipal Sewer System for the collection, treatment, and disposal of sewage and industrial waste in a sanitary manner, and for the collection and disposal of surface waters and streams, including for Blake's Branch Sewer Separation, Phase 8, Division 3.

Section 2. The Clerk is authorized and directed to proceed on behalf of the City with the negotiation of terms of a Loan and Disbursement Agreement and the issuance of General Obligation Capital Loan Notes evidencing the City's obligations to an aggregate principal amount of not to exceed \$16,000,000, to select a date for the final approval thereof, to cause to be prepared such notice and sale information as may appear appropriate, to publish and distribute the same on behalf of the City and this Council and otherwise to take all action necessary to permit the completion of loan(s) on a basis favorable to the City and acceptable to the Council.

Section 3. That the Clerk is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the City. The publication to be not less than four clear days nor more than twenty days before the date of the public meeting on the issuance of the Notes.

Section 4. The notice of the proposed action shall be in substantially the following form:

(To be published between: August 14, 2024 and August 30, 2024)

NOTICE OF MEETING OF THE CITY COUNCIL OF THE
CITY OF OTTUMWA, STATE OF IOWA, ON THE MATTER
OF THE PROPOSED AUTHORIZATION OF A LOAN AND
DISBURSEMENT AGREEMENT AND THE ISSUANCE OF
NOT TO EXCEED \$16,000,000 GENERAL OBLIGATION
CAPITAL LOAN NOTES, FOR AN ESSENTIAL CORPORATE
PURPOSE AND THE PUBLIC HEARING ON THE
AUTHORIZATION AND ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the City Council of the City of Ottumwa, State of Iowa, will hold a public hearing on the 3rd day of September, 2024, at 5:30 P.M., at the Bridge View Center, 102 Church Street, Ottumwa, Iowa, 52501, at which meeting the Council proposes to take additional action for the authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority and the issuance to the Iowa Finance Authority of not to exceed \$16,000,000 General Obligation Capital Loan Notes, to evidence the obligations of the City under the said Loan and Disbursement Agreement, in order to pay the costs of the acquisition, construction, reconstruction, extending, remodeling, improving, repairing and equipping all or part of the Municipal Sewer System for the collection, treatment, and disposal of sewage and industrial waste in a sanitary manner, and for the collection and disposal of surface waters and streams, including for Blake's Branch Sewer Separation, Phase 8, Division 3. Principal and interest on the proposed Loan and Disbursement Agreement will be payable from the Debt Service Fund. The annual increase in property taxes as the result of the issuance on a residential property with an actual value of one hundred thousand dollars is estimated not to exceed \$86.09. **Abatement of the levy with other funds may cause the actual annual increase in property taxes to vary.**

At the above meeting the Council shall receive oral or written objections from any resident or property owner of the City to the above action. After all objections have been received and considered, the Council will at this meeting or at any adjournment thereof, take additional action for the authorization of a Loan and Disbursement Agreement and the issuance of Notes to evidence the obligation of the City thereunder or will abandon the proposal.

This Notice is given by order of the City Council of the City of Ottumwa, State of Iowa, as provided by Sections 384.24A and 384.25 of the Code of Iowa, as amended.

Dated this 20 day of August, 2024.

Christina Reinhard

City Clerk, City of Ottumwa, State of Iowa

(End of Notice)

PASSED AND APPROVED this 20th day of August, 2024.

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 corporate records of the City showing proceedings of the City 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 20 day of August, 2024.

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

(SEAL)

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF WAPELLO)

I, the undersigned, do hereby certify that I am now and was at the times hereinafter mentioned, the duly qualified and acting Clerk of the City of Ottumwa, in the County of Wapello, State of Iowa, and that as such Clerk and by full authority from the Council of the City, I have caused a

NOTICE OF PUBLIC HEARING
(Not To Exceed \$16,000,000 General Obligation Capital Loan Notes)

NOTICE OF MEETING OF THE CITY COUNCIL OF THE
CITY OF OTTUMWA, STATE OF IOWA, ON THE MATTER
OF THE PROPOSED AUTHORIZATION OF A LOAN AND
DISBURSEMENT AGREEMENT AND THE ISSUANCE OF
NOT TO EXCEED \$16,000,000 GENERAL OBLIGATION
CAPITAL LOAN NOTES, OF THE CITY OF OTTUMWA, AND
THE PUBLIC HEARING ON THE AUTHORIZATION AND
ISSUANCE THEREOF

of which the clipping annexed to the publisher's affidavit hereto attached is in words and figures a correct and complete copy, to be published as required by law in the "Ottumwa Courier", a legal newspaper published at least once weekly, printed wholly in the English language, published regularly and mailed through the post office of current entry for more than two years and which has had for more than two years a bona fide paid circulation recognized by the postal laws of the United States, and has a general circulation in the City, and that the Notice was published in all of the issues thereof published and circulated on the following date:

_____, 2024.

WITNESS my official signature at Ottumwa, Iowa this _____ day of
_____, 2024.

City Clerk, City of Ottumwa, State of Iowa

(SEAL)

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: August 20, 2024

Building and Code Enforcement

Department

Jake Rusch

Prepared By

Zach Simonson

Department Head

City Administrator Approval

AGENDA TITLE: Resolution No.183-2024. A resolution awarding the contracts for Asbestos abatement and demolition of the Six Trailers at 1405 Albia Road subject to Courts order.

☐

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

☐

The Ottumwa Publications/On-Line Pages creating must be submitted to the Staff Summary. If the Project of Publication is not submitted the Summary will be deleted on the system.

RECOMMENDATION: Pass and Adopt Resolution 183-2024

DISCUSSION: Bids for the asbestos removal, demolition and cleanup of 1405 Albia Road were accepted until 2 P.M. on Aug 8, 2024. Five bids were received. Dan Laursen submitted the best bid in the amount of \$39,700.00 for the asbestos removal, demolition and cleanup. Staff recommends awarding him the contract. A bid tab is attached.

RESOLUTION NO. 183-2024

A RESOLUTION AWARDING THE CONTRACT FOR THE ASBESTOS REMOVAL, DEMOLITION AND CLEANUP OF THE TRAILERS AT 1405 ALBIA ROAD SUBJECT TO COURT ORDER.

WHEREAS, the City of Ottumwa has accepted bids for the above referenced project until 2pm on August 8, 2024; and

WHEREAS, the lowest qualified bid was from Dan Laursen in the amount \$6,800.00 for Asbestos removal;

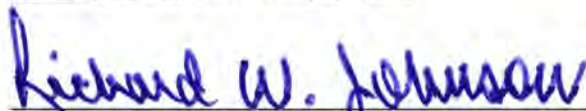
AND WHEREAS, the lowest qualified bid was from Dan Laursen in the amount of \$32,900.00 for Demolition and Clean up;

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

Dan Laursen be awarded the contract for the asbestos removal, demolition and cleanup of the Trailers at 1405 Albia Road subject to court order in the amount of \$39,700.00.

APPROVED, PASSED AND ADOPTED this 20th day of August 2024.

CITY OF OTTUMWA, IOWA



Richard W. Johnson, Mayor

ATTEST:



Christina Reinhard, City Clerk

1405 Albia Road	Asbestos	Demolition	Total
Dan Laursen	\$6,800.00	\$32,900.00	\$39,700.00
Weston McKee	\$10,000.00	\$32,400.00	\$42,400.00
Dustan Smith	\$14,100.00	\$34,700.00	\$48,800.00
Donald Jones	NA	\$7,800.00	\$7,800.00
Andy Jones	\$40,000.00	\$59,949.00	\$99,949.00
Best Bid For Asbestos Removal, Demolition and clean up:			
Dan Laursen		Total:	\$39,700

DEMO ONLY,	

PL Initial Form Here



REQUEST BID FOR ASBESTOS REMOVAL AND DISPOSAL AND
DEMOLITION OF 1405 ALBIA ROAD LOTS 1, 2, 3, 4, 10, 29 OTTUMWA,
IOWA

BID FORM

Address	Asbestos Bid	Demolition Bid	TOTAL BID
1405 Albia Road	\$ 6,800. ⁰⁰	\$ 32,900. ⁰⁰	\$ 39,700. ⁰⁰
	\$ 6,800. ⁰⁰	\$ 32,900. ⁰⁰	\$ 39,700. ⁰⁰

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

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

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

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

agents and representatives from all suits, actions, loss, damage, expense, costs or claims of any character or any nature brought on account of any injuries including death or damage sustained by any person or property arising out of the work done, whether such injuries to any person or damage to property are due or claim to be due to any negligence of the City, it's employees or agents or any other person, in fulfillment of the contract under the terms of this agreement, or on account of any act or omission by the Contractor or his agents, or from any claims or amounts arising from or recovered under Worker's Compensation laws or any other law, bylaws, ordinance or order of decree.

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

Upon completion of said work, the Owner agrees to pay to the Contractor therefore, the prices as set out in the bid document, which is a part of this contract. Said payment is to be made after inspection of the work and upon presentation of an invoice for aforesaid demolition/removal.

IN WITNESS WHEREOF, This Contract has been executed in duplicate on the date herein written.


CITY OF OTTUMWA

Richard W. Johnson, Mayor

ATTEST:

Christina Reinhard, City Clerk

CONTRACTOR SIGNATURE



DAN LAURSEN

Contractor Printed Name

510 MORRELL DR

Address

OTTUMWA IA 52501

City, State, Zip

641-799-3818

Phone Number

AUG 8th 2024

Date Contractor Signed

 Initial Form Here

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

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

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


Signature

DAN LAURSEN
Printed Name

510 MORRELL DR -
Address

641-799-3818
Telephone Number

OTTUMMA IA.
City, State, Zip

AUG-8TH-2024
Date

DANLAURSEN44@YAHOO.COM.
E-mail Address

ASBESTOS REMOVAL, DEMOLITION AND DISPOSAL CONTRACT

This contract made and entered into, in duplicate, at Ottumwa, IA this _____ day of Aug 20, 2024 by and between the City of Ottumwa, IA, hereinafter called the "OWNER" and _____, hereinafter called the "CONTRACTOR".

WITNESSETH:

The contractor hereby agrees to furnish all labor, tools, materials, transportation and equipment necessary to fulfill the contract consisting of:

Asbestos removal, demolition and disposal at the following property is to be completed within **thirty (30) working days** of the date on the "Notice to Proceed" in accordance with the bid documents at the following locations to wit:

Location Address: 1405 Albia Road lot # 1,2,3,4,10,29

It is understood and agreed:

The Contractor shall commence removal within such time and work continuously as to be completed by the date indicated in this contract. The Contractor shall forfeit **\$250.00 per working day** required to complete the contract after the aforesaid completion date. A working day as used herein, shall be defined as any calendar day, exclusive of Saturdays, Sundays, or a recognized legal holiday, or on which weather or other conditions (not under the control of the Contractor) will permit the removal operations to proceed for not less ¾ of a normal work day in the performance of a controlling item of work.

An extension of the contract period may be granted by the Director for additional work requiring additional removal time. An extension may also be granted by the Director for inclement weather or Acts of God that interfere with the Contractor's ability to work.

The Certificate of Insurance and the Performance Bond, cashier's check or Irrevocable Letter of Credit MUST be on file with the City Clerk within five (5) working days of the awarding of the contract and BEFORE the "Notice to Proceed" will be issued.

The work under the proposed contract shall be commenced within **fifteen (15) days after the issuance of the "Notice to Proceed"** and shall be completed as stated in the Notice to Proceed and in this contract.

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

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

A certificate of insurance for liability, bodily injury, and property damage satisfactory to the City, in the amount of \$1,000,000.00 combined single limit, must be furnished to the City. The City of Ottumwa must be included as an additional insured to, and be so stated on, the certificate of insurance. Also, Worker's Compensation coverage in accordance with the State of Iowa statutes must be provided.

The Contractor hereby agrees to and shall defend, indemnify and save harmless the City of Ottumwa, IA, and any other jurisdiction or agency issuing permits for any work in the improvement, their officers,

1447800

Success BANK

P.O. Box 35
Bloomfield, Iowa 52537
Ph. 641-664-2006

No. 17343

Don Laursen

REMITTER

08/08/2024

72-394/739
952220

City of Ottumwa

PAY TO THE ORDER OF

\$ 4,000.00

*Pay Exactly Four Thousand and 00/100

DOLLARS



THIS DOCUMENT HAS A MICRO-PRINT SIGNATURE LINE, WATERMARK, ORIGINAL DOCUMENT SECURITY SCREEN AND A THERMOCHROMIC ICON. ABSENCE OF THESE FEATURES WILL INDICATE A COPY

CASHIER'S CHECK

[Signature]

MP

Dan Laursen
510 Morrell Drive
Ottumwa, Iowa 52501

received
08/24 140pm

OTTUMWA city CLERK.
210 W. MAIN ST. OTTUMWA IA 52501
Bid For City OF OTTUMWA. IA,
FOR 1405 ALBIA ROAD LOTS

1 2 3 4 10 29

OTTUMWA, IOWA. 52501

①

\$ 39,700



CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Aug 20, 2024

Philip Rath

Prepared By

Administration

Department

Department Head

City Administrator Approval

AGENDA TITLE: Resolution 184-2024 - Resolution Accepting the Engagement Agreement from Ahlers & Cooney, PC for the Preparation of the Necessary Contract Proceedings for the Blake's Branch Sewer Separation, Phase 8, Division 3 Project Where SRF Funding is Utilized and a Bidding Compliance is Required

☐

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution 184-2024

DISCUSSION: The City of Ottumwa plans to utilize the Iowa State Revolving Fund (SRF) for funding of the Blake's Branch Sewer Separation, Phase 8, Division 3 project. To comply with the requirements of this funding the city needs to provide a legal opinion ensuring bidding compliance and the necessary contract proceedings related to the project. This work is outside of the general legal services provided by Ahler's and Cooney, PC. Ahler's has provided the attached engagement letter to address the required services, which they could provide for the flat rate of \$3,500.

Source of Funds: Sewer Fund

Budgeted Item:

☐

Budget Amendment Needed:

RESOLUTION NO. 184-2024

RESOLUTION ACCEPTING THE ENGAGEMENT AGREEMENT FROM AHLERS & COONEY, PC FOR THE PREPARATION OF THE NECESSARY CONTRACT PROCEEDINGS FOR THE BLAKE'S BRANCH SEWER SEPARATION, PHASE 8, DIVISION 3 PROJECT WHERE SRF FUNDING IS UTILIZED AND A BIDDING COMPLIANCE IS REQUIRED

WHEREAS, the City of Ottumwa utilizes Ahlers & Cooney, P.C. to provide general legal services on behalf of the City of Ottumwa; and

WHEREAS, the City of Ottumwa plans to utilize the Iowa State Revolving Fund (SRF) funding to finance a portion of the project; and

WHEREAS, the use of SRF funding carries specific compliance requirements including the preparation of contract proceedings and a legal opinion of bidding compliance; and

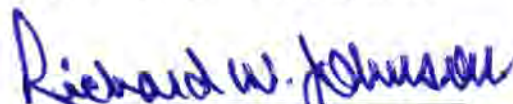
WHEREAS, particular aspects of legal advice and services related to the preparation of the bidding compliance opinion and necessary contract proceedings for the Blake's Branch Sewer Separation, Phase 8, Division 3 project fall outside of the original scope of services identified in the General Legal Services Engagement Agreement; and

WHEREAS, an Engagement Agreement addressing those specific legal matters related to the project has been prepared by Ahlers & Cooney, PC.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA, that approval of the attached Engagement Agreement for the preparation of the necessary contract proceedings related to the Blake's Branch Sewer Separation, Phase 8, Division 3 project 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.

APPROVED, PASSED AND ADOPTED, this 20th day of August, 2024.

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

ATTEST:


Christina Reinhard, City Clerk



Ahlers & Cooney, P.C.
Attorneys at Law
100 Court Avenue, Suite 600
Des Moines, Iowa 50309-2231
Phone: 515-243-7611
Fax: 515-243-2149
www.ahlerslaw.com
Kristine Stone
515.246.0314
kstone@ahlerslaw.com

August 14, 2024

VIA EMAIL ONLY

Ms. Christina Reinhard
City Clerk
City of Ottumwa
105 E. Third St.
Ottumwa, Iowa 52501

Mr. Phillip Burgmeier
City Engineer
City of Ottumwa
105 E. Third St.
Ottumwa, Iowa 52501

RE: Blake's Branch Sewer Separation, Phase 8, Division 3
Proceedings for Ordering Construction

Dear Chris and Phillip:

Enclosed are proceedings with respect to Council action setting a hearing on plans, specifications and form of contract and a date for the receiving of bids for the above project.

As a first step in the contract procedure, the plans, specifications, form of contract and the engineer's preliminary estimate of costs should be placed on file in the Clerk's office. When the filing has taken place, the Council should proceed to adopt the resolution ordering construction of the work which covers the setting of a date for a hearing on plans and specifications and the receipt of bids.

The Council is required by law to:

1) hold a public hearing on the plans, specifications, form of contract and estimate of costs, and to publish a notice of the public hearing, in a newspaper published at least once weekly and having general circulation in the city, not less than four nor more than twenty clear days before the hearing; and

2) to **post** a notice to bidders once not less than **thirteen** nor more than forty-five clear days before the date for filing bids:

- a) in a relevant contractor plan room service with statewide circulation, and
- b) in a relevant construction lead generating service with statewide circulation, and
- c) either on an internet site sponsored by the city or a statewide association that represents the city.

August 14, 2024
Page 2

After the resolution has been acted on, please forward a certified copy of the proceeding to our office, together with a copy of the agenda, proof of publication of the notice of hearing and proof of posting of the notice to bidders.

If you have any questions concerning the above procedure, please contact me.

Sincerely,

AHLERS & COONEY, P.C.

By */s/ Kristine Stone*

Kristine Stone

KS:as
Enclosures
cc w/encl. (via e-mail only): Cole O'Donnell



Ahlers & Cooney, P.C.
Attorneys at Law
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Phone: 515-243-7611
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Kristine Stone
515.246.0314
kstone@ahlerslaw.com

August 14, 2024

VIA EMAIL

Honorable Mayor and Members of the City Council
City of Ottumwa
105 E. Third St.
Ottumwa, Iowa 52501

RE: Engagement Agreement – Blake's Branch Sewer Separation, Phase 8, Division 3
Contract Proceedings where SRF bidding opinion is required

Dear Mayor and Members of the City Council:

The purpose of this Engagement Agreement ("Agreement") is to disclose and memorialize the terms and conditions under which Ahlers & Cooney, P.C. will represent the City of Ottumwa (the "City") in connection with the preparation of the necessary contract proceedings for the Blake's Branch Sewer Separation, Phase 8, Division 3 project where SRF funding is utilized and a bidding compliance opinion is required.

SCOPE OF ENGAGEMENT

Pursuant to this engagement, we will perform the following services:

1. Review the engineer's Notice of Public Hearing and Notice to Bidders for compliance with Iowa law;
2. Prepare letters of instructions for Council proceedings;
3. Answer questions and advise City staff and Council throughout the public improvement contract (bidding and letting) process;
4. Prepare Notices of Meetings and partial agendas
5. Prepare proceedings and documents for initiation of the public improvement project, including:
 - a. Resolution ordering construction of certain public improvements, and fixing a date for hearing thereon and taking of bids therefor

6. Prepare proceedings to be used on the date fixed for the hearing on the proposed plans, specifications, contract, and estimated total cost of the public improvement project, including:
 - a. Resolution adopting plans, specifications, form of contract and estimated cost
 - b. Resolution making award of contract
 - c. Resolution approving contract and bond.
7. Confirm that a performance bond has been obtained for the full cost of the improvement;
8. Prepare an opinion letter to SRF confirming that the bid letting process has complied with Iowa Code chapter 26;
9. Prepare proceedings to be used upon completion of the public improvement project, including:
 - a. Resolution accepting public improvements

Our duties under this particular engagement are limited to those expressly set forth above. Absent a separate engagement agreement regarding one or more of the following services, our duties under this Agreement do not include:

1. Defending any legal challenges to or arising out of the particular public improvement project;
2. Reviewing, revising, or negotiating the City's contract with outside consultants - architects or engineers; and
3. Any bond (finance) related services.

ATTORNEY-CLIENT RELATIONSHIP

Upon execution of this Agreement, the City will be our client and an attorney-client relationship will exist between us for public improvement project identified herein. Our services are limited to those contracted for in this letter and the City's execution of this Agreement will constitute an acknowledgement of those limitations. Our representation of the City and the attorney-client relationship established by this Agreement will be concluded upon payment of our final invoice.

In rendering the opinion letter to SRF and in performing any other services hereunder, we will rely upon the certified proceedings and other certifications you and other persons furnish us. Other than as we may determine as appropriate to rendering the opinion letter to SRF, we are not

engaged and will not provide services intended to verify the truth or accuracy of these proceedings or certifications.

The factual representations contained in those documents which are prepared by us, and the factual representations which may also be contained in any other documents that are furnished to us by you are essential for and provide the basis for our conclusions that there is compliance with State law requirements for compliance with Iowa Code chapter 26. Accordingly, it is important for you to read and understand the documents we provide to you because you will be confirming the truth, accuracy and completeness of matters contained in those documents.

FEES

We will charge a flat fee of \$3,500 for services rendered under this Agreement. If we determine that an adjustment of our fee is necessary, we will advise you. Such adjustment might be necessary in the event that unusual or unforeseen circumstances arise which require a significant increase in the services rendered, such as the rejection of all bids and the need to re-bid, personal attendance at meetings or unexpected revision of the above referenced documents. Typically, personal attendance at Council meetings is not necessary in order to provide the services outlined above. We will, however, attend Council meetings in the event that circumstances require. In addition to the flat fee quoted above, we will bill the City for all expenses incurred on its behalf, such as photocopying, deliveries, and other related expenses. We estimate that such charges will not exceed \$100. We will contact you prior to incurring expenses that exceed that amount.

Our statement for services and expenses will be sent after the hearing on the plans, specifications, form of contract and estimate of costs is held. Payment is due and payable within thirty (30) days of receipt of the invoice.

If, for any reason, the City terminates the engagement governed by this Agreement before a particular public improvement contract is awarded or, if a particular project is cancelled, we will bill the City for the services rendered as of the date of termination based on the hourly rates of those who provided services. The fee charged by the Firm for this representation will be based in part on the current hourly rate of the person performing the service at the time services are performed. We will also bill you for all expenses we have incurred as outlined above. My 2024 hourly rate is \$300. Services performed on your behalf by legal assistants will be billed at \$140 per hour. The Firm's billing rates are reviewed, and sometimes revised, annually in January. Accordingly, these rates are subject to change in January of each year and we expect to submit a new agreement for the Council's consideration annually at that time.

RECORDS

At the City's request, any documents furnished by the City will be returned promptly upon receipt of payment for outstanding fees and client charges. Our own files, including lawyer work product, pertaining to the above referenced project will be retained by us. For various reasons, including the minimization of unnecessary storage expenses, we reserve the right to

August 14, 2024
Page 4

dispose of any documents or other material retained by us after the termination of this engagement.

APPROVAL

Please carefully review the terms and conditions of this Agreement. **If this Agreement accurately reflects the terms of this particular engagement, please obtain approval by the city council, and execute, date and return to me the enclosed copy of this Agreement. Please retain the original for your file.**

If you have questions regarding any aspect of the above or our representation, please do not hesitate to contact me. As always, we appreciate the opportunity to represent the City of Ottumwa and we look forward to working with you on this public improvement project.

Sincerely,

AHLERS & COONEY, P.C.

By */s/ Kristine Stone*

Kristine Stone

KS:as

Accepted and approved on behalf of the City Council*

By:

Title: Mayor

Richard W. Johnson

Dated:

8/20/24

*Authorized by Resolution \ Motion 184-2024 approved on 8/20/2024, 2024.

received
8.15.24 12

Item No. I.-6.

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: August 20, 2024

Engineering
Department

Phillip Burgmeier
Prepared By

Phillip Burgmeier
Department Head

Phil Rott
City Administrator Approval

AGENDA TITLE: Resolution #185-2024. Ordering construction of the Blake's Branch Sewer Separation, Phase 8, Division 3, and fixing a date for hearing thereon and taking of bids therefor.

☐ **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 #185-2024.

DISCUSSION: This is one of the required steps in the process to secure SRF funding for the Phase 8 Division 3 Sewer Separation Project. The primary purpose of this resolution is to order construction of the project and to set dates for accepting bids and holding the public hearing.

This project will separate sanitary and storm sewers in the general area of Center Avenue, Grant Street, and Norris Street, between Jefferson Street, and Morrell Drive. Estimated construction cost is \$14,500,000. Plans and Specs are on file at the City Clerk's Office. Bids are to be filed on September 25, 2024 by 2:00 PM. The public hearing date is being set for the council meeting on October 15, 2024. A presentation providing an overview of the project will be made at the public hearing. At the same council meeting a resolution will be presented to award the contract and approve the contract documents.

ITEM TO INCLUDE ON AGENDA

CITY OF OTTUMWA, IOWA

- Resolution ordering construction of the Blake's Branch Sewer Separation, Phase 8, Division 3, and fixing a date for hearing thereon and taking of bids therefor.

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

August 20, 2024

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

Doug McAntire, Keith Caviness, Cyan Bossou, Cara Galloway, Bill Hoffman, Jr.

Absent: None

Vacant: NA

* * * * *

Council Member Caviness introduced the following Resolution entitled "RESOLUTION ORDERING CONSTRUCTION OF THE BLAKE'S BRANCH SEWER SEPARATION, PHASE 8, DIVISION 3, AND FIXING A DATE FOR HEARING THEREON AND TAKING OF BIDS THEREFOR," and moved that the same be adopted. Council Member Bossou seconded the motion to adopt. The roll was called, and the vote was:

AYES: McAntire, Caviness, Bossou, Galloway, Hoffman

NAYS: _____

Whereupon, the Mayor declared the following Resolution duly adopted:

RESOLUTION NO. 185-2024

RESOLUTION ORDERING CONSTRUCTION OF THE
BLAKE'S BRANCH SEWER SEPARATION, PHASE 8,
DIVISION 3, AND FIXING A DATE FOR HEARING THEREON
AND TAKING OF BIDS THEREFOR

WHEREAS, it is deemed advisable and necessary to construct certain public improvements described in general as the Blake's Branch Sewer Separation, Phase 8, Division 3; and

WHEREAS, the City has caused to be prepared plans, specifications and form of contract, together with estimate of cost, which are now on file in the office of the City Clerk for public inspection, for the construction of the public improvements; and

WHEREAS, the plans, specifications and form of contract are deemed suitable for the making of the public improvements; and

WHEREAS, before the plans, specifications, form of contract and estimate of cost may be adopted, and a contract for the construction of the public improvements is entered into, it is necessary, pursuant to Chapter 26, Code of Iowa, to hold a public hearing and to advertise for bids:

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

Section 1. That it is hereby determined that it is necessary and advisable to construct certain public improvements described in general as the Blake's Branch Sewer Separation, Phase 8, Division 3, in the manner set forth in the plans and specifications and form of contract, above referred to, the cost thereof to be paid in accordance with the provisions as set out in the posted Notice to Bidders and published Notice of Public Hearing; the public improvements being more generally described as follows:

Construct Blake's Branch Sewer Separation, Phase 8, Division 3, including all labor, materials, and equipment necessary for approximately 25,500 square yards of portland cement concrete pavement, 1,500 square yards of portland cement concrete driveways, 4,500 square yards of portland cement concrete sidewalk, 1,500 square yards of bituminous seal coat, 8,500 linear feet of 15-inch through 36-inch reinforced concrete pipe storm sewer, 2,300 linear feet of 36-inch sanitary sewer pipe, 3,500 linear feet of 8-inch through 15-inch sanitary sewer pipe, intakes, manholes, 10,500 feet of 6-inch through 8-inch water main pipe, hydrants, valves, copper water service pipe, excavation, backfill, erosion control, surface restoration, testing, mobilization, traffic control, and miscellaneous associated work, including clean up.

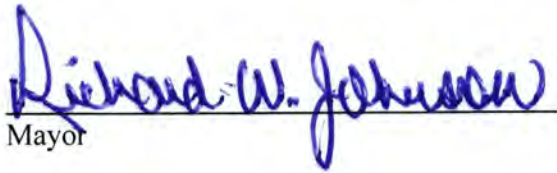
Section 2. That the amount of the bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders approved as a part of the specifications.

BE IT FURTHER RESOLVED, that the City Clerk be and is hereby directed to post a notice to bidders once in a relevant contractor plan room service with statewide circulation and a relevant construction lead generating service with statewide circulation and on an internet site sponsored by either the City or a statewide association that represents the City. Posting shall be not less than thirteen clear days nor more than forty-five days prior to September 25, 2024, which is hereby fixed as the date for receiving bids. The bids are to be filed prior to 2:00 P.M., on such date.


The City Council hereby delegates to the City Clerk or her designee the duty of receiving, opening and tabulating bids for construction of the Project. Bids shall be received and opened as provided in the public notice and the results of the bids shall be considered at the meeting of this Council on October 15, 2024, at 5:30 P.M.

BE IT FURTHER RESOLVED, that the City Clerk be and is hereby directed to publish notice of hearing once in a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. Publication shall be not less than four clear days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the plans, specifications, form of contract and estimate of costs for the project, the hearing to be at 5:30 P.M. on October 15, 2024.

PASSED AND APPROVED this 20th day of August, 2024.


Mayor

ATTEST:


City Clerk

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF WAPELLO

)

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

WITNESS my hand and the seal of the City hereto affixed this 20 day of August, 2024.

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



NOTICE TO BIDDERS

BLAKE'S BRANCH SEWER SEPARATION, PHASE 8, DIVISION 3 STATE REVOLVING FUND SRF#CS192097201 OTTUMWA, IOWA

Sealed bids for the work comprising of the improvements as stated below must be filed before **2:00 PM on the 25th day of September, 2024**, in the office of the City Clerk at Temporary City Hall location of Train Depot, 210 West Main Street, Ottumwa, Iowa. Bids received after the deadline for submission of bids as stated herein shall not be considered and shall be returned to the late bidder unopened.

Sealed proposals will be opened and tabulated at **2:00 PM on the 25th day of September 2024**, in the office of the City Clerk at Temporary City Hall location of Train Depot, 210 West Main Street, Ottumwa, Iowa, for consideration by the City Council at its meeting on **October 15, 2024**. Consideration of the award of contract would subsequently occur by the Ottumwa City Council at the same meeting, at **5:30 P.M. on the 15th day of October, 2024** at the Bridge View Center, 102 Church Street, Ottumwa, Iowa.

Work on the improvement shall commence within ten days of the issuance of a written Notice to Proceed. The Notice to Proceed will be issued upon approval of the contract by the Council, and be completed as stated below.

The Work will include but is not limited to the following improvements:

BLAKE'S BRANCH SEWER SEPARATION PHASE 8 DIVISION 3

Construct Blake's Branch Sewer Separation, Phase 8, Division 3, including all labor, materials, and equipment necessary for approximately 25,500 square yards of portland cement concrete pavement, 1,500 square yards of portland cement concrete driveways, 4,500 square yards of portland cement concrete sidewalk, 1,500 square yards of bituminous seal coat, 8,500 linear feet of 15-inch through 36-inch reinforced concrete pipe storm sewer, 2,300 linear feet of 36-inch sanitary sewer pipe, 3,500 linear feet of 8-inch through 15-inch sanitary sewer pipe, intakes, manholes, 10,500 feet of 6-inch through 8-inch water main pipe, hydrants, valves, copper water service pipe, excavation, backfill, erosion control, surface restoration, testing, mobilization, traffic control, and miscellaneous associated work, including clean up.

Copies of the bid documents including project drawings and technical specifications will be on file starting **August 21, 2024** and may be inspected at the **office of the City Clerk at Temporary City Hall location of Train Depot, 210 West Main Street, Ottumwa, Iowa**. A complete set of bid documents, including the Plans and Specifications, may be obtained from the Engineer, Veenstra & Kimm, Inc., 3000 Westown Parkway, West Des Moines, IA 50266, 515-225-8000.

All bids must be filed at City Hall on or before the time herein set. All bids shall be made on forms furnished by the City and **obtained from Veenstra & Kimm, Inc. 3000 Westown Parkway, West Des Moines, IA 50266, 515-225-8000** and must be enclosed in a separate sealed envelope and plainly identified.

Each bidder shall accompany its bid with bid security as defined in Iowa Code Section 26.8, as security that the successful bidder will enter into a contract for the work bid upon and will furnish after the award of contract a corporate surety bond, in a form acceptable to the City of Ottumwa, for the faithful performance of the contract, in an amount equal to 100% of the amount of the contract. The bidder's security shall be in the amount fixed in the Instruction to Bidders and shall be in the form of a cashier's check or a certified check drawn on an FDIC insured bank in Iowa or on an FDIC insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States; or a bid bond on the form provided in the contract documents with corporate surety satisfactory to the City of Ottumwa. The bid shall contain no condition except as provided in the specifications.

The Certified Check, Certified Share Draft or Cashier's Check may be cashed, or the Bid Bond forfeited, and the proceeds retained as liquidated damages if the bidder fails to execute a contract or file acceptable performance bonds or provide an acceptable certificate of insurance within ten (10) days after the acceptance of his proposal by resolution of the City.

No bidder may withdraw a proposal within sixty (60) days after the date set for opening bids.

Each successful bidder will be required to furnish a corporate surety bond in an amount equal to 100% of its contract price. Said bond shall be issued by a responsible surety approved by the City of Ottumwa and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment of all material and labor, and protect and save harmless the City of Ottumwa from claims and damages of any kind caused by the operations of the contract and shall also guarantee the maintenance of the improvement caused by failures in materials and construction for a period of four years from and after acceptance of the contract.

All Contractor(s) and subcontractor(s) are required to obtain tax exemption certificates from the City of Ottumwa, Iowa for this project. These tax exemption certificates are only for use on this specific project as covered under the Contract. Before final payment will be made on this project, the Contractor(s) and subcontractor(s) shall provide lien waivers as required in the Specifications.

Bidders will be required to take affirmative steps to involve Disadvantaged Business Enterprise (DBE) in the work under the contract. Bidders shall complete the applicable certification attached to the proposal. The certification shall include a listing of DBEs, the work and

estimated dollar amount to be performed by each such enterprise, and the percentage of the total bid to be used for disadvantaged business enterprise(s). The bidder commits itself to the goals for DBE participation contained herein and all other requirements, terms and conditions of these bid conditions when it submits a properly signed bid.

Any bidder or equipment supplier whose firm or affiliate is listed in the GSA publication "List of Parties Excluded from Federal Procurement and Nonprocurement Programs" will be prohibited from the bidding process. Anyone submitting a bid who is listed in this publication will be determined to be a nonresponsive bidder in accordance with 40 CFR Part 31.

A Contractor's Suspension/Debarment Certification will be contained in the specifications; however, this certification should not preclude any interested party from ascertaining whether the certifying person is actually on the "List of Parties Excluded from Federal Procurement and Nonprocurement Programs".

Bidders will be required to follow prevailing wage rate requirements. The prevailing wage rates table will be contained in the specifications.

The project shall be fully completed including final surface restoration by **November 19, 2027**. Failure to complete the work under the specified schedule will result in liquidated damages of **\$500.00** per day until the project is complete.

By virtue of statutory authority preference will be given to products and provisions grown and coal produced within the State of Iowa.

In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.

Failure to submit a fully completed Bidder Status Form with the bid may result in the bid being deemed nonresponsive and rejected.

On the basis of the bids received, the City Council may propose award for the contract. Final award will not be made until the proposed award is approved by the Department of Natural Resources of the State of Iowa. It is anticipated that such approval will be made within thirty

(30) days after application for approval of the proposed award. No claims for compensable delay shall arise as the result of delay in the approval of award.

If it is determined that adherence to these Iowa statutory requirements may cause denial of federal funds which would otherwise be available for a public improvement, or would otherwise be inconsistent with requirements of any federal law or regulation, the application of Iowa Code Chapters 73 and 73A shall be suspended to the extent necessary to prevent denial of the funds or to eliminate the inconsistency with federal requirements.

The City of Ottumwa reserves the right to reject any or all bids, to waive informalities, and to enter into such contract, or contracts, as it shall deem to be in the best interest of the City.

A non-mandatory pre-bid meeting will be held at the City of Ottumwa City Clerk's conference room at Temporary City Hall location of Train Depot, 210 West Main Street, Ottumwa, Iowa on September 11, 2024 at 2:00 P.M

Posted by the order of the City of Ottumwa, Iowa, on this 21st day of August, 2024.

CITY OF OTTUMWA, IOWA,

By: Christina Reinhard

Title: City Clerk



CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: August 20, 2024

Engineering
Department

Phillip Burgmeier
Prepared By


Department Head


City Administrator Approval

AGENDA TITLE: Resolution #186-2024. Accept the work as final and complete and approving the Final Pay Request for the Sanitary Sewer Spot Repairs Project.

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

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

RECOMMENDATION: Pass and adopt Resolution #186-2024.

DISCUSSION: This project was to repair open joints and failed pipe in the sanitary sewer systems located at various locations within the City of Ottumwa. This work consisted of all equipment, labor, and material necessary to perform trenchless repairs at these locations.

Streets included McLean Street, Ferry Street, Carter Avenue and Pennsylvania Avenue.

Change Order #1 increased the contract sum by \$2,850.00.

Original Contract Amount	\$ 39,196.00
Change Order #1	\$ 2,850.00
New Contract Amount	\$ 42,046.00
Less Previous Payments	\$ 36,147.50
Final Amount Due	\$ 5,898.50

The contractor has completed the work according to the Plans and Specifications and this will release all retainage, and authorize final payment in the amount of \$5,898.50.

Budgeted: \$ 40,000.00

Source of Funds: Sewer Fund 610-8-823-6499

Budgeted Item: No

Budget Amendment Needed: Yes

RESOLUTION #186-2024

A RESOLUTION ACCEPTING THE WORK AS FINAL AND COMPLETE AND
APPROVING THE FINAL PAY REQUEST
FOR THE SANITARY SEWER SPOT REPAIRS PROJECT

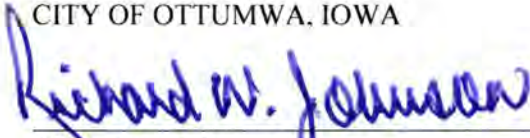
WHEREAS, The City Council of the City of Ottumwa, Iowa entered into a contract with CIT Sewer Solutions of McCallsburg, Iowa on April 2, 2024 for the above referenced project; and,

WHEREAS, Change Order #1 increased the contract amount by \$2,850.00. The total new contract sum is \$42,046.00. The project is now completed in accordance with the plans and specifications

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA THAT: The Sanitary Sewer Spot Repairs Project is hereby accepted as complete and authorization to make final payment to CIT Sewer Solutions of McCallsburg, Iowa in the amount of \$5,898.50 is hereby approved.

APPROVED, PASSED, AND ADOPTED, this 20th day of August, 2024.

CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

ATTEST:


Christina Reinhard, City Clerk

SECTION 630
PAY ESTIMATE

CITY OF OTTUMWA

APPLICATION FOR PAYMENT

TO OWNER: City of Ottumwa

PROJECT: Sanitary Sewer Spot Repair

PAY REQUEST NO. 2

Final

FROM CONTRACTOR: CIT Solutions

PAY PERIOD: 30-Jul-24

CONTRACTOR'S APPLICATION FOR PAYMENT

Application for payment is made as follows:

1. Original Contract Sum	\$39,196.00
2. Net change by Change Orders	\$2,850.00
3. Contract Sum to Date (Line 1 + Line 2)	\$42,046.00
4. Total Completed and Stored to Date	\$42,046.00
5. Retainage: 0 % of Completed work	\$0.00
6. Total Earned Less Retainage Amount	\$42,046.00
7. Less Previous Payments	\$36,147.50
8. Current Payment Due	\$5,898.50

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

CONTRACTOR: Central Iowa Televising LLC

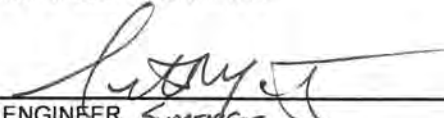

DATE: 7/31/24

BY: Kevin Jacobson

TITLE: CEO

ENGINEER'S CERTIFICATE FOR PAYMENT

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


ENGINEER *Supervisor*

DIRECTOR OF PUBLIC WORKS

AMOUNT CERTIFIED: \$5,898.50

DATE: 7-31-2024

DATE: 08-15-2024

Sanitary Sewer Spot Repair																	
	2																
	7/30/2024			CIT Solutions				AS BUILT		QUANTITY		% OF					
ITEM	DESCRIPTION	UNIT	QTY	PRICE	EXTENSION	QTY	EXTENSION	OVER/UNDER	CONTRACT								
1	SANITARY SEWER SPOT REPAIR BY PIPE REPLACEMENT SDR-26, 8" CIPP PO	LF	24	\$900.00	\$21,600.00	4	\$3,600.00	(\$18,000.00)	16.67%								
2	SANITARY SEWER SPOT REPAIR BY PIPE REPLACEMENT SDR-26, 18" CIPP P	LF	8	\$1,700.00	\$13,600.00	0	\$0.00	(\$13,600.00)	0.00%								
3	MOBILIZATION	LS	1	\$3,996.00	\$3,996.00	1	\$3,996.00	\$0.00	100.00%								
	24" x 4' Point Repair (Mowery) 3 Repairs @ \$7,000						\$21,000.00										
	12" x 8' Repair						\$6,500.00										
	Heavy Cleaning-10 Hours @\$495/hr.						\$4,950.00										
	Robotic Cutter-4 Hours @\$500/hr.						\$2,000.00										
				TOTAL		\$39,196.00											
				ASBUILT TOTAL			\$42,046.00										
								(\$31,600.00)									

Section 640
CHANGE ORDER

Project: Sanitary Sewer Spot Repair

To Contractor: CIT Solutions

Change Order Number: 1

The Contract is changed as follows:

	30-Jul-24
	\$0.00
24" x 4' Point Repair (Mowery) 3 Repairs @ \$7,000	\$21,000.00
Qty. Adjustments	-\$31,600.00
12" x 8' Repair	\$6,500.00
Heavy Cleaning-10 Hours @\$495/hr.	\$4,950.00
Robotic Cutter-4 Hours @\$500/hr.	\$2,000.00
	\$0.00
Total:	\$2,850.00

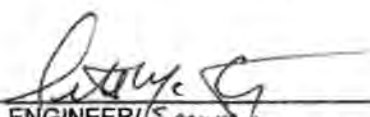
Base bid amount \$39,196.00

NEW PROJECT TOTAL \$42,046.00

NOT VALID UNTIL SIGNED BY THE OWNER AND CONTRACTOR

The Original Contract Sum was	<u>\$39,196.00</u>
Net change by previously authorized Change Orders	<u>\$0.00</u>
The Contract Sum prior to this change order	<u>\$39,196.00</u>
The Contract Sum will be <u>increased</u> by this change order in the amount of	<u>\$2,850.00</u>
The new Contract Sum including this change order	<u>\$42,046.00</u>
The Contract Time will be <u>unchanged</u> by	<u>0</u> days

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


ENGINEER/Supervisor
DIRECTOR OF PUBLIC WORKS

7-31-2024
DATE

CIT Solutions
CONTRACTOR

7/31/24
DATE


BY

CEO
TITLE

CITY OF OTTUMWA

Staff Summary

** ACTION ITEM **

Council Meeting of: Jun 18, 2024

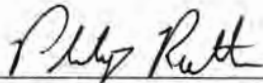
Philip Rath

Prepared By

Administration

Department

Department Head



City Administrator Approval

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

☐

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution 147-2024

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

Source of Funds: General Fund - Fire

Budgeted Item:



Budget Amendment Needed:

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

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

RESOLUTION NO. 147-2024

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

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

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

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

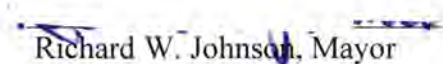
WHEREAS, the City has identified a need for Fire Management Counsel by professionals who can provide administrative support while evaluating and making recommendations related to the operating policies and procedures, equipment, training, and compliance of the fire department; and

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

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

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

■ CITY OF OTTUMWA, IOWA


Richard W. Johnson, Mayor

ATTEST:

Christina Reinhard, City Clerk

Fire Management Counsel

Prepared for The



WAPELLO COUNTY | IOWA

February 12, 2024

Prepared By

Kevin Kloehn, Public Safety Specialist

Jeffrey R. Roemer, Public Safety Manager



Fire Management Counsel

Prepared for The



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

Table of Contents

LETTER OF INTEREST

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February 12, 2024

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

Dear Mr. Rath,

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

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

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

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

Respectfully,
McMahon Associates, Inc.

A handwritten signature in black ink that reads "Kevin Kloehn".

Kevin Kloehn
Public Safety Specialist

A handwritten signature in black ink that reads "Jeffrey R. Roemer".

Jeffrey R. Roemer
Public Safety Manager

JRR:kmh

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

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

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

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

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

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

Client Input

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

Practical Recommendations

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

Project Management

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

Department Meetings

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

Management Team

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

Availability

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

Administration

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

Training

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

Compliance

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

Equipment and Maintenance

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

Standard Operating Guidelines

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

External Contacts

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

Reporting

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

Emergency Scene Operations

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

EMS Coordination

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

Project Fee

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

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

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

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

Project Schedule

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

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

Kevin K. Kloehn – Public Safety Specialist

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

Kevin I. Bierce – Senior Public Safety Specialist

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

Robert C. Whitaker – Senior Public Safety Specialist

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

Gerald W. Kudek – Public Safety Specialist II

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

Jeffrey R. Roemer – Public Safety Manager

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

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

CITY OF MAUSTON
Fire Management Counsel
Mauston Police and Fire Commission
Brian McGuire, Chairman
btcguire77@gmail.com
303 Mansion Street
Mauston, WI 53948
608-548-3035

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

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

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

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

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

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



CITY OF
OTTUMWA



Citizen Input Request Form

8-20-2024

Council Meeting Date

Name: Dennis Willhoit

Address: 334 E 5th

Item No. to Address: downtown sprinkler issue
(Agenda will be provided to complete this section)

F-1

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.



Citizen Input Request Form

8-20-2024

Council Meeting Date

Name: Sam CARRELL - CISS

Address: 1420 Mulberry St - DSM

Item No. to Address: B2

(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:

Here if it's

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

8-20-2024

Council Meeting Date

Name: Lorraine Uehling

Address: _____

Item No. to Address: Zoning of Crisis Center
(Agenda will be provided to complete this section)
G-2

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

8-20-2024

Council Meeting Date

Name: Tammy Betty

Address: 1015 E Court

Item No. to Address: 22

(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

8-20-2024

Council Meeting Date

Name: Beth Henderson

Address: 1110 E. Court St

Item No. to Address: G-2

(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:

Since 1987

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

8-20-24

Council Meeting Date

Name:

Chris Craver

Address:

948 N. Elm St.

Item No. to Address:

G 3 (1014 N Elm)

(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.



Citizen Input Request Form

8-20-24

Council Meeting Date

Name: Mary Johnson

Address: 932 N. Elm St

Item No. to Address: 62

(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:

since 1999

Maintain Oak St.

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.