



TENTATIVE AGENDA
OTTUMWA CITY COUNCIL

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

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

PLEDGE OF ALLEGIANCE

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

Mayor Johnson – Acknowledgement and Oath of Office presented to Ottumwa Youth City Council Members: David Ewing, Arrielle Griffin, Lara Laguerre, Isabella Hoffman, Hayley Miller, Griffin Hayek, Kylie Norman.

B. CONSENT AGENDA:

1. Minutes from Regular Meeting No. 6 on February 6, 2024 and Special Work Session No. 7 on February 13, 2024 as presented.
2. Acknowledge and approve February 20, 2024 Claims List as submitted by the Finance Department.
3. Acknowledge December 2023 and January 2024 Financial Statements and bank reconciliations as submitted by the Finance Department.
4. Resolution No. 45-2024, fixing date for a public hearing on the proposal to convey certain real property to Indian Hills Community College and providing for publication of notice thereof.
5. Beer and/or liquor applications for: Cedar Creek Golf Course, 13120 Angle Rd., with outdoor service area; all applications pending final inspections.

C APPROVAL OF AGENDA

D. ADMINISTRATORS REPORT TO COUNCIL AND CITIZENS:

1. Status of Financial Reporting of City Funds – Jessica Kinser, Interim Finance Director.

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

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

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

F. PUBLIC HEARING:

1. This is the time, place and date set for a public hearing on the proposal to convey certain real property to Wilson B&L, LLC.
 - A. Open the public hearing.
 - B. Close the public hearing.
 - C. Resolution No. 27-2024, approving and authorizing the conveyance of certain real property to Wilson B & L, LLC.

RECOMMENDATION: Pass and adopt Resolution No. 27-2024.

2. This is the time, place and date set for a public hearing to review the Environmental Information Document (EID) for a State Revolving Fund (SRF) Loan and to make available to the public the contents of that document.
 - A. Open the public hearing.
 - B. Close the public hearing.
 - C. Resolution No. 47-2024, approving the Environmental Information Document for a State Revolving Fund (SRF) Loan for the Phase 8, Division III, Sewer Separation Project, and authorizing the Mayor to sign.

RECOMMENDATION: Pass and adopt Resolution No. 47-2024.

3. This is the time, place and date set for a public hearing approving the plans, specifications, form of contract and estimated cost for the South Milner Street Reconstruction (Portafield to Hand) Project.
 - A. Open the public hearing.
 - B. Close the public hearing.
 - C. Resolution No. 48-2024, approving the plans, specifications, form of contract and estimated cost for the South Milner Street Reconstruction (Portafield to Hand) Project.

RECOMMENDATION: Pass and adopt Resolution No. 48-2024.

4. This is the time, place and date set for a public hearing approving the plans, specifications, form of contract and estimated cost for the Asphalt Street Repair Program 2024.
 - A. Open the public hearing.
 - B. Close the public hearing.
 - C. Resolution No. 49-2024, approving the plans, specifications, form of contract and estimated cost for the Asphalt Street Repair Program 2024.

RECOMMENDATION: Pass and adopt Resolution No. 49-2024.

5. This is the time, place and date set for a public hearing approving the plans, specifications, form of contract and estimated cost for the Albia Road North Quincy Avenue Roundabout Project.
 - A. Open the public hearing.
 - B. Close the public hearing.
 - C. Resolution No. 50-2024, approving the plans, specifications, form of contract and estimated cost for the Albia Road North Quincy Avenue Roundabout Project.

RECOMMENDATION: Pass and adopt Resolution No. 50-2024.

6. This is the time, place and date set for a public hearing on the authorization of a Loan Agreement and the issuance of Notes not to exceed \$6,000,000 to evidence the obligation of the City thereunder.
 - A. Open the public hearing.

- B. Close the public hearing.
- C. Resolution No. 51-2024, instituting proceedings to take additional action for the issuance of Not to exceed \$6,000,000 General Obligation Capital Loan Notes (ECP-1).

RECOMMENDATION: Pass and adopt Resolution No. 51-2024.

- 7. This is the time, place and date set for a public hearing on the authorization of a Loan Agreement and the issuance of Notes not to exceed \$700,000 to evidence the obligation of the City thereunder.

- A. Open the public hearing.
- B. Close the public hearing.
- C. Resolution No. 52-2024, instituting proceedings to take additional action for the issuance of Notes not to exceed \$700,000 General Obligation Capital Loan Notes (GCP-2).

RECOMMENDATION: Pass and adopt Resolution No. 52-2024.

- 8. This is the time, place and date set for a public hearing on the authorization of a Loan Agreement and the issuance of Notes not to exceed \$700,000 to evidence the obligation of the City thereunder.

- A. Open the public hearing.
- B. Close the public hearing.
- C. Resolution No. 53-2024, instituting proceedings to take additional action for the issuance of Notes not to exceed \$700,000 General Obligation Capital Loan Notes (GCP-3).

RECOMMENDATION: Pass and adopt Resolution No. 53-2024.

- D. Resolution No. 54-2024, authorizing the Issuance of \$7,400,000 General Obligation Capital Loan Notes, Series 2024, and Levying a Tax for the Payment Thereof.

RECOMMENDATION: Pass and adopt Resolution No. 54-2024.

- 9. This is the time, place and date set for a public hearing on the matter of a petition to re-establish and continue the Downtown Ottumwa Self-Supporting Municipal Improvement District (SSMID).

- A. Open the public hearing.
- B. Close the public hearing.
- C. Resolution No. 56-2024, authorizing an ordinance for the re-establishment and continuance of the Downtown Ottumwa Self-Supported Municipal Improvement District.

RECOMMENDATION: Pass and adopt Resolution No. 56-2024.

G. ORDINANCES:

- 1. Ordinance No. 3223-2024, amending the Municipal Code of the City of Ottumwa, Iowa, by Amending Section 31-14(a) entitled "Fees and Charges, Costs."

RECOMMENDATION: Pass the Second Consideration of Ordinance No. 3223-2024.

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

I. RESOLUTIONS:

1. Resolution No. 28-2024, approving and authorizing purchase of certain real property and authorizing execution of a real estate purchase Agreement with Iowa State Bank and Trust Company of Fairfield, Iowa.

RECOMMENDATION: Pass and adopt Resolution No. 28-2024.

2. Resolution No. 29-2024, approving and authorizing purchase of certain real property and authorizing execution of a real estate purchase Agreement with Rodney Burns.

RECOMMENDATION: Pass and adopt Resolution No. 29-2024.

3. Resolution No. 33-2024, authorizing the Mayor to execute two (2) Permanent Easements and four (4) Temporary Construction Easement Agreements for the Construction and Maintenance of the Albia Road and Quincy Avenue Roundabout Project.

RECOMMENDATION: Pass and adopt Resolution No. 33-2024.

4. Resolution No. 44-2024, waiving building permit fees for the Ottumwa Sportsplex Project.

RECOMMENDATION: Pass and adopt Resolution No. 44-2024.

5. Resolution No. 55-2024, approving New Lab and Hauled Waste Fees for WPCF.

RECOMMENDATION: Pass and adopt Resolution No. 55-2024.

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

L. Continued Discussion for Finance – FY24/25 Budget Items.

- Enterprise Funds
 - a. 670 Landfill
 - b. 671 Landfill Reserve
 - c. 673 Recycling
- 750 Golf Course Fund
- Internal Service Funds
 - a. 860 Group Health Insurance
 - b. 861 Post 65 Retiree Insurance
 - c. 862 Dental Insurance
 - d. 863 Life Insurance

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. *****

 FAX MULTI TX REPORT

JOB NO. 4350
 DEPT. ID 4717
 PGS. 6

TX INCOMPLETE -----
 TRANSACTION OK 916606271885
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FAX COVER SHEET

City of Ottumwa

DATE: 2/16/2024 TIME: 10:00 AM NO. OF PAGES 6
 (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 #8 to be held on 2/20/2024 at 5:30 P.M. at Bridge View Center

TX REPORT

JOB NO. 4350
DEPT. ID 4717
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FILE NAME

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MEMO: Tentative Agenda for the Regular City Council Meeting #8 to be held on 2/20/2024 at 5:30 P.M. at Bridge View Center

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

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

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

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

Hoffman moved, seconded by Bossou to approve consent agenda items: Mins. from Regular Mtg. No. 3 on Jan. 16, 2024, Special Work Session No. 4 on Jan. 23, 2024 and Special Work Session No. 5 on Jan. 30, 2024 as presented; Ack. Jan. 2024 Prepaid Claims List and approve Feb. 6, 2024 Claims List as submitted by Finance Dept.; Recommend appointment of Mary Stewart to Ottumwa Water Works Bd. of Trustees, term to exp. 7/22/27 due to vacancy and Brenda Case to Historic Preservation Bd., term to exp. 1/1/2025 due to vacancy; Ack. assignment of City Council members to elective Adv. Brds.; Civil Service Elig. Lists for Jan. 24, 2024: Communications Specialist Dispatch Ent. and Clerk Ent.; Accept proposed engagement letter from Piper Sandler for consultation related to bond services for 2024; Res. No. 26-2024, fixing date for public hearing on proposal to convey certain real property to Wilson B&L, LLC, and providing for publication of notice thereof; Res. No. 35-2024, approving Contract, Bond, Cert. of Ins. for Blake's Branch Ph. 8, Div. II, Sewer Separation Project; Beer and/or liquor applications for: The Keg, 622 Church St., with osa; Albia Road BP, 1340 Albia Rd.; N. Court BP, 1301 N. Court; For the Love of Paint by Good Shepard Creations, 324 E. Main; Penn & Jeff BP, 1147 N. Jefferson; all applications pending final inspections. All ayes. Mitch Niner was not in favor of the appointment to OWW Bd. Mary Stewart shared her appreciation for being appointed. Mayor Johnson reminded Mr. Niner that appointments have no political affiliation and the GM at OWW supported this decision.

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

Int. Finance Dir. Kinser provided update city finances; still working through audit process while finishing up FY24 and FY25 budget items.

Mayor Johnson inquired if anyone from the audience wished to address an item on the agenda. Ashley Noreuil and Peg Lazio requested to address Item G-1, Election Ord.

This was the time, place and date set for a public hearing on consideration of ten-yr. municipal lease and operating agt. between City of Ottumwa and A.A.W. Golf Group, LLC. City Admin. Rath cont. from Jan. 16, 2024 mtg. No objections rec'd. Caviness moved, seconded by Hoffman to close public hearing. All ayes.

Caviness moved, seconded by Hoffman that Res. No. 20-2024, approve ten-yr. municipal lease and operating agt. with A.A.W. Golf Group, LLC, for operations of Cedar Creek Golf Course 2024-2034, be passed and adopted. All ayes.

This was the time, place and date set for a public hearing approving plans, specs., form of contract and est. cost for Ottumwa Park Playground Equipment Project. Parks & Rec. Dir. Rathje reported Ottumwa Parks Foundation rec'd grant from Legacy Foundation totaling \$30,000 for new playground equipment in Ottumwa Parks. Bids due March 6, 2024 at 2:00 PM. Equipment will be installed by parks employees and volunteers during Summer 2024. No objections rec'd. McAntire moved, seconded by Galloway to close public hearing. All ayes.

Caviness moved, seconded by Hoffman that Res. No. 22-2024, approving plans, specs., form of contract and est. cost for Ottumwa Park Playground Equipment Project, be passed and adopted. All ayes.

This was the time, place and date set for a public hearing approving plans, specs., form of contract and est. cost for Sanitary Sewer Spot Repair Project. PW Dir. Burgmeier reported bids due Feb. 21, 2024. No objections rec'd. Caviness moved, seconded by Hoffman to close public hearing. All ayes.

Caviness moved, seconded by McAntire that Res. No. 39-2024, approving plans, specs., form of contract and est. cost for Sanitary Sewer Spot Repair Project, be passed and adopted. All ayes.

This was the time, place and date set for a public hearing on proposed reallocation of Unspent Proceeds of General Obligation Capital Loan Notes, Series 2022A, of Ottumwa, IA. Kinser reported \$250,000 of unspent bond proceeds has not been utilized in the 18 months the funds have been on hand. Originally allocated to be used to match grants. Request to reallocate funds to pay costs of the acquisition, construction, improvement and equipping of city owned bldgs. and facilities (from fund 151 to 174). The budget will be amended as part of the FY24 amended budget. No objections rec'd. McAntire moved, seconded by Bossou to close public hearing. All ayes.

Galloway moved, seconded by Bossou that Res. No. 43-2024, instituting proceedings to take additional action and approving reallocation of certain unspent proceeds of Gen. Obligation Capital Loan Notes, Series 2022A, of the City of Ottumwa, IA, be passed and adopted. All ayes.

This was the time, place and date set for a public hearing on Ord. No. 3223-2024, Amending Municipal Code of the City of Ottumwa by Amending Section 31-14(a) entitled "Fees and Charges, Costs." Kinser explained, current language included in Section 31-14 establishes sewer rates and specific language stating the funds within Fund 613 can only be used for future treatment plant projects. Addtl. language is recommended to allow monies in Sewer Improv. Fund to benefit the entire sewer system. No objections rec'd. Caviness moved, seconded by Bossou to close public hearing. All ayes.

Caviness moved, seconded by Hoffman to pass first consideration of Ord. No. 3223-2024, amending Municipal Code of the City of Ottumwa by Amending Section 31-14(a) entitled "Fees and Charges, Costs." All ayes.

Caviness moved, seconded by McAntire to pass first consideration of Ord. No. 3222-2024, amending City of Ottumwa Code of Ord. Ch. 12 – Elections and Adopting Nomination by Petition Manner of Election for City of Ottumwa pursuant to IA Code Ch. 45. Much discussion was had; is cost the only reason to remove primary provisions? Council wished they had heard more from the public on this topic. Peg Lazio and Ashley Noreuil from the audience requested council to table this item before making a decision. Noreuil stated the premise of removing primary provisions revolves largely around the cost of the election; there are more nuances of this discussion that need to be factored into your decision. What are the benefits of holding primaries? Noreuil further stated primarily what you are taking away is resiliency in the election process. Motion failed. 2-3. Ayes: McAntire, Caviness. Nays: Galloway, Hoffman, Bossou.

Galloway moved, seconded by McAntire that Res. No. 23-2024, approving applications for residential and commercial tax abatement under URP, totaling \$1,437,306.14 and subject to review by local assessor, be passed and adopted. Comm. Dev. Dir. Simonson reported. All ayes.

Galloway moved, seconded by McAntire that Res. No. 24-2024, approving and auth. Addendum to Grant Admin. Contract between City of Ottumwa and Area 15 RPC for 307 E. Main Upper-Story Housing

Project (CDBG No. 20-CVN-050), be passed and adopted. All ayes.

Caviness moved, seconded by McAntire that Res. No. 25-2024, approving addtl. Transfer of Funds through Dec. 31, 2023 as presented by Finance, be passed and adopted. All ayes.

Caviness moved, seconded by Hoffman that Res. No. 30-2024, Set Feb. 20, 2024 at 5:30 P.M. as date for public hearing on auth. of Loan Agt. and issuance of Notes not to exceed \$6,000,000 Gen. Obligation Capital Loan Notes (ECP-1) of the City of Ottumwa, State of IA (for essential corporate purposes) and providing publication of notice thereof, be passed and adopted. Kinser reported, following items/projects are included with this: Demo Program, Cemetery (Office & Maint. Bldg., paving) court lighting in Troeger & Ottumwa Parks, Police (Public Safety Cameras/Access Points, Drones & Accessories, Bidirectional Turning Target Standards, Taser 10 implementation, Vehicle Replacement), Engineering BNSF Levee Closure, Fire Vehicle Replacement and HazMat vehicle replacement. This allows city to include a pre-levy as part of the FY25 budget. All ayes.

Caviness moved, seconded by Hoffman that Res. No. 31-2024, Set Feb. 20, 2024 at 5:30 P.M. as date for public hearing on auth. of Loan Agt. and issuance of Notes not to exceed \$700,000 Gen. Obligation Capital Loan Notes (GCP-2) of the City of Ottumwa, State of IA (for general corporate purposes) and providing publication of notice thereof, be passed and adopted. Kinser reported following items/projects for BVC LED video board/signage, roof repairs, combination oven, theater improvements, exterior waterproofing/access, ramp/stairs replacement. This allows city to include a pre-levy as part of the FY25 budget. All ayes.

Caviness moved, seconded by Hoffman that Res. No. 32-2024, Set Feb. 20, 2024 at 5:30 P.M. as date for public hearing on auth. of Loan Agt. and issuance of Notes not to exceed \$700,000 Gen. Obligation Capital Loan Notes (GCP-3) of the City of Ottumwa, State of IA (for general corporate purposes) and providing publication of notice thereof, be passed and adopted. Kinser reported following items/projects are included: Financial Software, South Fire Station flooring replacement, IT back-up server replacement, MCG Fiber & Network equipment, IT Tier 2 SAN purchase and IT Server (2) replacement. This allows city to include a pre-levy as part of the FY25 budget. All ayes.

Galloway moved, seconded by Bossou that Res. No. 34-2024, approving Change Order No. 1 and accepting work as final and complete and approving Final Pay Request for 2023 RFP#3 – Hamilton St. Pavement Repair Project, be passed and adopted. Burgmeier reported CO #1 increases contract \$614; new contract sum \$6,754. All ayes.

Caviness moved, seconded by Bossou that Res. No. 36-2024, approving Prof. Services Const. Agt. with V&K, Inc. for Blake's Branch Sewer Ph. 8, Div. II and III Projects, be passed and adopted. Burgmeier reported total fee for prof. services during const. shall not exceed \$689,700. All ayes.

Caviness moved, seconded by McAntire that Res. No. 37-2024, approving Amendment to Prof. Services Agt. for engineering services with V&K, Inc. for Blake's Branch Ph. 8, Div. II, Sewer Separation Project, be passed and adopted. Burgmeier reported, amendment adds design services that will not exceed \$39,800. All ayes.

Caviness moved, seconded by McAntire that Res. No. 38-2024, waiving bldg. permit fees for Ottumwa Comm. Schools Tennis Courts Project, be passed and adopted. Simonson reported permit fees are routinely waived for projects undertaken directly by the City or on City property. The City is a partner in this project so this request requires council approval. Est. fee \$10,560 for project. Council debated; City has already paid \$106,000 for this plan that didn't go to fruition with the School wishing to relocate;

hearing that we need to do this to be a good partner; when will the City be viewed as a good partner? The City is losing revenue when waiving fees; look at creating a policy that defines parameters for this type of process for future. Motion carried 3-2. Ayes: Hoffman, Caviness, Bossou. Nays: Galloway, McAntire.

Caviness moved, seconded by Hoffman that Res. No. 40-2024, approving Termination Agt. with 1919 Architects, be passed and adopted. Simonson reported, City entered a prof. services Agt. with 1919 Architects to provide design site plan prototypes and complete construction-ready drawings for middle density housing suitable for Housing Opportunity Infill program; budgeted \$150,000 from ARPA funds of which \$30,120 has been invoiced for. \$114,651 will be transferred to fund 309 for Greater Ottumwa Parks Master Plan with \$5,229 remaining in act. All ayes.

Caviness moved, seconded by Hoffman that Res. No. 41-2024, auth. transfer of funds to Greater Ottumwa Partners in Progress (GoPIP) from City of Ottumwa for RAGBRAI 2024, be passed and adopted. Rath Reported, last time RAGBRAI was here in 2016, the Finance Dir. opened a savings act. for investing excess RAGBRAI funds to use as “seed” money for future economic events in the City. The balance in act. \$31,256.15 will be issued to GoPIP to begin planning for RAGBRAI overnight stay. All ayes.

Caviness moved, seconded by McAntire that Res. No. 42-2024, approving Change Order No. 1 and accepting work as final and complete and approving Final Pay Request for 2023 Asphalt St. Repair Program, be passed and adopted. Burgmeier reported CO#1 decreases contract by \$1,111,877.88. New contract sum \$364,128.62. All ayes.

Mayor Johnson inquired if anyone from the audience wished to address an item not on the agenda. Tom Lazio questioned whether or not he was receiving all items within a FOIA he submitted to the City for 2023 W-2 File.

Mayor Johnson announced a five minute recess at 7:20 P.M.

Council reconvened at 7:25 P.M. – work session items for discussion.

Kinser cont. discussion on FY24/25 Budget. The following funds were discussed: Special Revenue Funds - 119 Emergency Fund; 121 LOST – Local Option Sales Tax Fund; 167 Fire Bequest Fund; 173 Library Bequest Fund; 175 Police Bequest Fund; 176 Reimbursement Grants; 177 Historic Preservation Request. Permanent Funds - 501 Cemetery Memorial Fund and 503 Cemetery Perpetual Care Fund.

There being no further business, Galloway moved, seconded by McAntire that the mtg. adjourn. All ayes. Adjournment was at 7:47 P.M.

CITY OF OTTUMWA, IOWA

ATTEST:

Richard W. Johnson, Mayor

Christina Reinhard, CMC, City Clerk

Published in the Ottumwa Courier on 2/17/2024.

OTTUMWA CITY COUNCIL MINUTES

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

February 13, 2024
5:30 O'Clock P.M.

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

Present were Council Member Hoffman, McAntire, Caviness, Bossou, Galloway. Mayor Johnson was absent; Council Member Galloway acted as Mayor Pro Tem.

Staff present City Admin. Rath, Int. Finance Dir. Kinser, Accountant McGriff, PIO Lawrence, Police Chief Farrington, Interim Fire Chief Short, Dir. Airport Oper. Wheaton, PW Dir./Engineer Burgmeier, HR Dir. Codjoe, Com. Dev. Dir. Simonson, WPCF Supt. Lloyd, Parks & Rec. Dir. Rathje. Exec. Dir. BVC Hallgren was also present.

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

Kinser cont. discussion on FY24/25 Budget. General Fund; able to reduce some expenditures; currently looking at deficit of \$289,361.97 for FY25, which is more manageable than original figure (\$855,263.22). 100% employment is not reality; net zero in new positions (add parks utility position and remove Act. Specialist in Finance). New finance software will dramatically change how the finance dept. operates; should make processes more efficient.

Special Revenue Funds; 110 Road Use Tax (RUT) is based on Per Capita from IA DOT; this fund covers street maint., bridge maint., street lighting, traffic maint., traffic light maint., snow removal, street cleaning, alley maint./tree trimming PW bldg., central garage and Engineering (New for FY25). 112 Employee Benefits – this category makes up \$7.35 of the \$8.10 tax levy and covers everything that is an employee benefit. TIF 125 Westgate, 126 Airport, 128 Wildwood can only use dollars in these funds for items included in approved Urban Renewal Plan. 129 Risk Mgmt. and 130 411 Medical cover property/liability ins.; workers comp and makes up \$0.71472 of the combined levy. 131 Airport – fuel is the largest revenue and expenditure along with hangar rent. 137 HazMat. 141 2023 Upper Story Housing CDBG – will close out in FY24. 151 Other Bond Projects – includes Demo, City Hall Improv.; carries an ongoing balance due to past bond proceeds. 162 SSMID District. 174 Comm. Development Fund.

Enterprise Funds; 610 Sewer Fund – includes sewage treatment, maint., manhole construction, sewer spot repairs, storm water, catch basin program and sewer easement cleaning. 611 Sewer Sinking Fund and 613 Sewer Improvement Fund – will be utilized to fund Ph. 8, Div. II sewer work pending final passage of Ord. to change the language.

Will continue discussion at Feb 20 mtg.; Landfill, Landfill Reserve, Recycling, Golf Course and Internal Self-Insurance Funds. Plan to set Max Levy public hearing at March 6 mtg.

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

Adjournment was at 6:39 P.M.

CITY OF OTTUMWA, IOWA

ATTEST:

Cara Galloway, Mayor Pro Tem

Christina Reinhard, CMC, City Clerk

Published in the Ottumwa Courier on 2/20/2024.

BATCH NUMBER CHKX

CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
01131	13122806310	BLDG MAINT & REPAIR	VR 24022107-049	02/01/2024	-	PO 20040	3258.00
CHECK TOTAL FOR CHECK NUMBER 220109 DATED 02/21/2024 WRITTEN TO 00795 J. F. AHERN CO. for the amount of							3258.00
01110	11022506331	VHCL MTCE SUPPLIES	VR 24022103-001	01/29/2024	-	138	400.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022103-002	01/23/2024	-	40	430.63
CHECK TOTAL FOR CHECK NUMBER 220110 DATED 02/21/2024 WRITTEN TO 01304 ALL ROADS TRUCK & TRAILER for the amount of							830.63
01670	67088406331	VHCL MTCE SUPPLIES	VR 24022103-006	01/15/2024	-	604779	416.61
01670	67088406331	VHCL MTCE SUPPLIES	VR 24022103-003	01/18/2024	-	604779	497.60
01670	67088406331	VHCL MTCE SUPPLIES	VR 24022103-005	01/24/2024	-	604779	927.40
01670	67088406331	VHCL MTCE SUPPLIES	VR 24022103-004	01/24/2024	-	604779	136.14
CHECK TOTAL FOR CHECK NUMBER 220111 DATED 02/21/2024 WRITTEN TO 02080 ALTORFER INC. for the amount of							1977.75
01002	00222206320	RAMP MAINT & REPAIR	VR 24022103-007	01/24/2024	-	104892	60.00
01001	00144306320	GROUPS MAINT & REPAIR	VR 24022103-008	01/24/2024	-	110690	70.00
CHECK TOTAL FOR CHECK NUMBER 220112 DATED 02/21/2024 WRITTEN TO 05700 ATOMIC TERMITE & PEST for the amount of							130.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022107-060	01/16/2024	-	000248088	239.76
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022103-009	01/17/2024	-	248088	80.00
CHECK TOTAL FOR CHECK NUMBER 220113 DATED 02/21/2024 WRITTEN TO 05860 AUTOZONE INC for the amount of							319.76
01135	13544506333	VHCL-FUEL	VR 24022102-001	02/04/2024	-	5960008323	26.65
CHECK TOTAL FOR CHECK NUMBER 220114 DATED 02/21/2024 WRITTEN TO 06003 BP for the amount of							26.65
01001	00111106506	OFFICE SUPPLIES	VR 24022106-001	01/29/2024	-	010443	11.72
01001	00133406506	OFFICE SUPPLIES	VR 24022106-002	01/02/2024	-	010443	43.11
01001	00133406506	OFFICE SUPPLIES	VR 24022106-003	01/02/2024	-	010443	19.42
01001	00144306506	OFFICE SUPPLIES	VR 24022106-004	01/02/2024	-	010443	28.10
01610	61088156506	OFFICE SUPPLIES	VR 24022106-005	01/03/2024	-	010443	54.00
01001	00111106506	OFFICE SUPPLIES	VR 24022106-006	01/03/2024	-	010443	11.98
01110	11022976506	OFFICE SUPPLIES	VR 24022106-007	01/03/2024	-	010443	21.39
01001	00111106506	OFFICE SUPPLIES	VR 24022106-008	01/03/2024	-	010443	27.52
01670	67088406506	OFFICE SUPPLIES	VR 24022106-009	01/05/2024	-	010443	6.44
01670	67088406506	OFFICE SUPPLIES	VR 24022106-010	01/05/2024	-	010443	11.99
01610	61088156506	OFFICE SUPPLIES	VR 24022106-011	01/08/2024	-	010443	60.28
01110	11022976506	OFFICE SUPPLIES	VR 24022106-012	01/08/2024	-	010443	31.98
01110	11022976506	OFFICE SUPPLIES	VR 24022106-013	01/09/2024	-	010443	6.02
01610	61088156506	OFFICE SUPPLIES	VR 24022106-014	01/09/2024	-	010443	13.76
01001	00111106506	OFFICE SUPPLIES	VR 24022106-015	01/10/2024	-	010443	24.50
01001	00166206414	PRINTING	VR 24022106-016	01/22/2024	-	010443	19.50
01670	67088406506	OFFICE SUPPLIES	VR 24022106-017	01/23/2024	-	010443	5.73
01001	00166256506	OFFICE SUPPLIES	VR 24022106-018	01/30/2024	-	010443	49.29

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CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
CHECK TOTAL FOR CHECK NUMBER 220115 DATED 02/21/2024 WRITTEN TO 06478 BAILEY OFFICE EQUIPMENT for the amount of							446.73
01110	11022406531	STREET MAINT SUPPLIES	VR 24022106-038	02/07/2024	-	PO20056	2284.65
CHECK TOTAL FOR CHECK NUMBER 220116 DATED 02/21/2024 WRITTEN TO 07010 BARCO MUNICIPAL PROD INC for the amount of							2284.65
01001	00166256401	ACCOUNTING & AUDITING	VR 24022106-045	01/30/2024	-	1006761.800 AUDIT	30000.00
CHECK TOTAL FOR CHECK NUMBER 220117 DATED 02/21/2024 WRITTEN TO 08004 BERGANKDV, LTD for the amount of							30000.00
01173	17344136525	LIBRARY MAT-GRUBB ESTATE	VR 24022104-001	02/05/2024	-	133040	89.99
CHECK TOTAL FOR CHECK NUMBER 220118 DATED 02/21/2024 WRITTEN TO 09352 BLACKSTONE PUBLISHING for the amount of							89.99
01001	00111106372	SANITATION	VR 24022103-011	01/31/2024	-	0016054	90.00
01001	00111506372	SANITATION	VR 24022103-012	01/31/2024	-	0016054	90.00
01001	00144306372	SANITATION	VR 24022103-013	01/31/2024	-	0016054	90.00
01001	00166506372	SANITATION	VR 24022103-014	01/31/2024	-	0016054	90.00
01110	11022976372	SANITATION	VR 24022103-015	01/31/2024	-	0016054	90.00
01131	13122806372	SANITATION	VR 24022103-016	01/31/2024	-	0016054	90.00
01133	13344106372	SANITATION	VR 24022103-017	01/31/2024	-	0016054	90.00
01610	61088156372	SANITATION	VR 24022103-018	01/31/2024	-	0016054	90.00
01001	00144456372	SANITATION	VR 24022103-019	01/31/2024	-	0016054	100.00
01001	00144306372	SANITATION	VR 24022103-010	01/31/2024	-	0016054	963.00
CHECK TOTAL FOR CHECK NUMBER 220119 DATED 02/21/2024 WRITTEN TO 11496 BRIDGE CITY SANITATION LLfor the amount of							1783.00
01110	11022756480	TREE TRIMMING	VR 24022103-021	01/29/2024	-	237 WOODLAND	150.00
01110	11022756480	TREE TRIMMING	VR 24022103-022	01/29/2024	-	CORNER 5TH JEFFERSON	350.00
01110	11022756480	TREE TRIMMING	VR 24022103-023	01/30/2024	-	ALLEY	500.00
01110	11022756480	TREE TRIMMING	VR 24022103-024	01/31/2024	-	GREEN ST	950.00
01110	11022756480	TREE TRIMMING	VR 24022103-025	02/01/2024	-	MARKET ST	300.00
01110	11022756480	TREE TRIMMING	VR 24022103-026	02/01/2024	-	GARA	150.00
01110	11022756480	TREE TRIMMING	VR 24022103-027	02/01/2024	-	LINCOLN	100.00
01110	11022756480	TREE TRIMMING	VR 24022103-028	02/02/2024	-	JEFFERSON	150.00
01110	11022756480	TREE TRIMMING	VR 24022103-020	02/02/2024	-	E COURT	200.00
01110	11022756480	TREE TRIMMING	VR 24022103-035	02/05/2024	-	ELM ST	150.00
01110	11022756480	TREE TRIMMING	VR 24022103-034	02/05/2024	-	FIFTH ST	200.00
01110	11022756480	TREE TRIMMING	VR 24022103-033	02/05/2024	-	JEFFERSON ST	100.00
01110	11022756480	TREE TRIMMING	VR 24022103-051	02/05/2024	-	COURT & WASHINGTON	100.00
01110	11022756480	TREE TRIMMING	VR 24022103-032	02/06/2024	-	PARK AVE	1050.00
01110	11022756480	TREE TRIMMING	VR 24022103-031	02/06/2024	-	TENDELL & MCPHERSON	300.00
01110	11022756480	TREE TRIMMING	VR 24022103-030	02/08/2024	-	S WARD AND FINLEY	150.00
01001	00144306480	TREE TRIMMING	VR 24022103-029	02/10/2024	-	HARMON PARK	150.00
CHECK TOTAL FOR CHECK NUMBER 220120 DATED 02/21/2024 WRITTEN TO 12500 BUB'S TREE CARE for the amount of							5050.00
01133	13344106507	OPERATING SUPPLIES	VR 24022103-036	01/24/2024	-	1653415716	23.96
01173	17344136540	PROGRAM SUPPLIES	VR 24022103-037	01/24/2024	-	1653415716	29.76

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CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
CHECK TOTAL FOR CHECK NUMBER 220121 DATED 02/21/2024 WRITTEN TO 14317 CAPITAL ONE for the amount of							53.72
01001	00122606230	TRAINING	VR 24022106-046	02/12/2024	-	MEAL REIMBURSEMENT	12.00
CHECK TOTAL FOR CHECK NUMBER 220122 DATED 02/21/2024 WRITTEN TO 14774 CHAD CARLSON for the amount of							12.00
01610	61088156507	OPERATING SUPPLIES	VR 24022102-002	01/15/2024	-	6836017	57.50
01110	11022986599	OTHER SUPPLIES	VR 24022102-003	01/16/2024	-	6836017	109.14
01610	61088156507	OPERATING SUPPLIES	VR 24022102-004	01/16/2024	-	6836017	75.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-005	01/16/2024	-	6836017	98.11
01610	61088156507	OPERATING SUPPLIES	VR 24022102-006	01/22/2024	-	6836017	57.50
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-007	01/23/2024	-	6836017	13.05
01110	11022986599	OTHER SUPPLIES	VR 24022102-008	01/26/2024	-	6836017	39.26
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-009	01/29/2024	-	6836017	54.07
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-010	01/29/2024	-	6836017	84.24
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-011	01/30/2024	-	6836017	13.59
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-012	01/30/2024	-	6836017	-25.39
01110	11022986599	OTHER SUPPLIES	VR 24022102-013	01/30/2024	-	6836017	3.44
CHECK TOTAL FOR CHECK NUMBER 220123 DATED 02/21/2024 WRITTEN TO 15000 CARQUEST AUTO for the amount of							579.51
01110	11022406504	TOOLS & SMALL EQUIP	VR 24022102-015	01/30/2024	-	OTTCIT	429.00
01110	11022406531	STREET MAINT SUPPLIES	VR 24022102-014	01/26/2024	-	OTTCIT	46.40
CHECK TOTAL FOR CHECK NUMBER 220124 DATED 02/21/2024 WRITTEN TO 15760 CARROLL CONSTRUCTION SUPP for the amount of							475.40
01110	11022986599	OTHER SUPPLIES	VR 24022103-038	01/31/2024	-	ITEM 31248	665.15
CHECK TOTAL FOR CHECK NUMBER 220125 DATED 02/21/2024 WRITTEN TO 16300 CENTRAL IOWA FASTENERS for the amount of							665.15
01110	11022506531	STREET MAINT SUPPLIES	VR 24022103-042	01/30/2024	-	C00584	8508.40
01110	11022506531	STREET MAINT SUPPLIES	VR 24022103-041	02/06/2024	-	C00584	2102.89
01110	11022506531	STREET MAINT SUPPLIES	VR 24022103-039	02/08/2024	-	C00584	2142.91
01110	11022506531	STREET MAINT SUPPLIES	VR 24022103-040	02/08/2024	-	C00584	4491.09
01110	11022506531	STREET MAINT SUPPLIES	VR 24022106-039	02/09/2024	-	C00584	4510.57
CHECK TOTAL FOR CHECK NUMBER 220126 DATED 02/21/2024 WRITTEN TO 16312 CENTRAL SALT LLC for the amount of							21755.86
01151	15155306498	REIMBURSEMENT	VR 24022107-058	02/13/2024	-	1015 E COURT	10000.00
CHECK TOTAL FOR CHECK NUMBER 220127 DATED 02/21/2024 WRITTEN TO 17502 CHRISTNER PROPERTIES LLC for the amount of							10000.00
01820	8202132	CHILD SUPPORT PAYABLE	VR 24022107-004	02/16/2024	-	HARSCH	322.25
01820	8202132	CHILD SUPPORT PAYABLE	VR 24022107-008	02/16/2024	-	RITZ	190.07
01820	8202132	CHILD SUPPORT PAYABLE	VR 24022107-007	02/16/2024	-	MAHAFFEY	110.76
01820	8202132	CHILD SUPPORT PAYABLE	VR 24022107-001	02/16/2024	-	ADAMS	336.93
01820	8202132	CHILD SUPPORT PAYABLE	VR 24022107-005	02/16/2024	-	HOPKINS	22.74
01820	8202132	CHILD SUPPORT PAYABLE	VR 24022107-010	02/16/2024	-	WILKINS	5.53
01820	8202132	CHILD SUPPORT PAYABLE	VR 24022107-006	02/16/2024	-	LIPE	146.30
01820	8202132	CHILD SUPPORT PAYABLE	VR 24022107-002	02/16/2024	-	COFFMAN	244.27

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01820	8202132	CHILD SUPPORT PAYABLE	VR 24022107-003	02/16/2024	-	HULL	181.38
01820	8202132	CHILD SUPPORT PAYABLE	VR 24022107-009	02/16/2024	-	TOSH	55.69
01820	8202132	CHILD SUPPORT PAYABLE	VR 24022107-011	02/16/2024	-	WOODWARD	373.05
CHECK TOTAL FOR CHECK NUMBER 220128 DATED 02/21/2024 WRITTEN TO 18980 CHILD SUPPORT SERVICES for the amount of							1978.97
01670	67088406496	REFUNDS	VR 24022103-043	02/07/2024	-	ACCOUNT 40575	133.14
CHECK TOTAL FOR CHECK NUMBER 220129 DATED 02/21/2024 WRITTEN TO 19680 COMMERCIAL SANITATION for the amount of							133.14
01001	00111106532	SUSTENANCE SUPPLIES	VR 24022103-044	02/02/2024	-	ANNUAL ALLOWANCE	62.00
CHECK TOTAL FOR CHECK NUMBER 220130 DATED 02/21/2024 WRITTEN TO 21808 CODY CRAYCRAFT for the amount of							62.00
01175	17511166507	OPERATING SUPPLIES	VR 24022103-045	01/31/2024	-	DARE GRAD	170.36
01175	17511166507	OPERATING SUPPLIES	VR 24022103-046	02/02/2024	-	DARE GRAD	71.92
CHECK TOTAL FOR CHECK NUMBER 220131 DATED 02/21/2024 WRITTEN TO 21816 CREATIVE PRODUCT SOURCING for the amount of							242.28
01174	17444446497	REIMBURSEMENT	VR 24022107-059	02/13/2024	-	831 W SECOND	816.56
CHECK TOTAL FOR CHECK NUMBER 220132 DATED 02/21/2024 WRITTEN TO 21836 RANDY CREMER for the amount of							816.56
01110	11022106499	CONTRACTUAL SERVICES	VR 24022103-047	01/22/2024	-	HAMILTON ST	921.00
CHECK TOTAL FOR CHECK NUMBER 220133 DATED 02/21/2024 WRITTEN TO 22457 DC CONCRETE & CONST. LLC for the amount of							921.00
01110	11022506331	VHCL MTCE SUPPLIES	VR 24022103-048	01/14/2024	-	#130	2100.00
CHECK TOTAL FOR CHECK NUMBER 220134 DATED 02/21/2024 WRITTEN TO 24330 DERANS TOWING SERVICE for the amount of							2100.00
01670	67088406531	STREET MAINT SUPPLIES	VR 24022103-050	01/31/2024	-	64687	646.87
01610	61088156531	STREET MAINT SUPPLIES	VR 24022103-049	01/31/2024	-	7430	613.26
CHECK TOTAL FOR CHECK NUMBER 220135 DATED 02/21/2024 WRITTEN TO 25361 DOUDS STONE LLC for the amount of							1260.13
01110	11022426531	STREET MAINT SUPPLIES	VR 24022104-002	01/29/2024	-	210048	85.49
01131	13122806310	BLDG MAINT & REPAIR	VR 24022107-050	02/13/2024	-	210048	18.44
CHECK TOTAL FOR CHECK NUMBER 220136 DATED 02/21/2024 WRITTEN TO 27010 CONSOLIDATED ELECTRICAL for the amount of							103.93
01673	67388436320	GROUNDS MAINT & REPAIR	VR 24022104-003	02/02/2024	-	RECYCLING	113.89
CHECK TOTAL FOR CHECK NUMBER 220137 DATED 02/21/2024 WRITTEN TO 27217 SOUTHEAST IOWA ELITE for the amount of							113.89
01670	67088406331	VHCL MTCE SUPPLIES	VR 24022107-045	12/20/2023	-	30397	863.68
01670	67088406331	VHCL MTCE SUPPLIES	VR 24022107-046	01/10/2024	-	30397	590.63
01670	67088406331	VHCL MTCE SUPPLIES	VR 24022107-047	01/10/2024	-	30397	66.97
01670	67088406333	VHCL-FUEL	VR 24022107-043	01/17/2024	-	30397	1579.29
01670	67088406333	VHCL-FUEL	VR 24022107-040	12/20/2023	-	30397	1335.68
01670	67088406333	VHCL-FUEL	VR 24022107-041	12/22/2023	-	30397	784.28

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CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
01670	67088406331	VHCL MTCE SUPPLIES	VR 24022107-048	12/22/2023	-	30397	259.00
01670	67088406333	VHCL-FUEL	VR 24022107-042	12/28/2023	-	30397	1501.54
01670	67088406333	VHCL-FUEL	VR 24022107-044	01/22/2024	-	30397	1320.19
01670	67088406333	VHCL-FUEL	VR 24022107-038	12/01/2023	-	30397	705.03
01670	67088406333	VHCL-FUEL	VR 24022107-039	12/06/2023	-	30397	1505.60
CHECK TOTAL FOR CHECK NUMBER 220138 DATED 02/21/2024 WRITTEN TO 27272 ELLIOTT BULK SERVICES LLCfor the amount of							10511.89
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022106-036	01/22/2024	-	30395	2209.65
01131	13122806333	VHCL-FUEL	VR 24022106-032	01/10/2024	-	30396	547.96
01131	13122806335	IOWA FUEL TAX	VR 24022106-033	01/10/2024	-	30396	84.78
01131	13122806333	VHCL-FUEL	VR 24022106-034	01/15/2024	-	30396	1681.31
01610	61088156333	VHCL-FUEL	VR 24022106-035	01/16/2024	-	30399	807.34
CHECK TOTAL FOR CHECK NUMBER 220139 DATED 02/21/2024 WRITTEN TO 27280 ELLIOTT OIL COMPANY for the amount of							5331.04
01131	13122806415	RENTS & LEASES	VR 24022104-004	02/02/2024	-	2.9 HOURS -JAN	145.00
CHECK TOTAL FOR CHECK NUMBER 220140 DATED 02/21/2024 WRITTEN TO 27823 ERHARDT, CLAYTON for the amount of							145.00
01610	61088156512	LAB SUPPLIES	VR 24022104-005	01/31/2024	-	J272394-1	1438.08
CHECK TOTAL FOR CHECK NUMBER 220141 DATED 02/21/2024 WRITTEN TO 28208 EUROFINS ENVIRONMENT for the amount of							1438.08
01610	61088156507	OPERATING SUPPLIES	VR 24022104-007	01/31/2024	-	IAOTT0059	20.60
01001	00144456504	TOOLS & SMALL EQUIP	VR 24022104-008	01/31/2024	-	IAOTT0059	19.92
01110	11022406531	STREET MAINT SUPPLIES	VR 24022104-006	02/05/2024	-	IAOTT0059	42.20
CHECK TOTAL FOR CHECK NUMBER 220142 DATED 02/21/2024 WRITTEN TO 29300 FASTENAL COMPANY for the amount of							82.72
01110	11022406532	SUSTENANCE SUPPLIES	VR 24022104-009	02/05/2024	-	BOOT ALLOWANCE	40.03
CHECK TOTAL FOR CHECK NUMBER 220143 DATED 02/21/2024 WRITTEN TO 29750 KEN FESKE for the amount of							40.03
01673	67388436429	HAZARDOUS WASTE DISPOSAL	VR 24022104-010	02/05/2024	-	2802	53.00
CHECK TOTAL FOR CHECK NUMBER 220144 DATED 02/21/2024 WRITTEN TO 31459 GRP & ASSOCIATES for the amount of							53.00
01110	11022506531	STREET MAINT SUPPLIES	VR 24022104-011	01/29/2024	-	6039	5001.41
CHECK TOTAL FOR CHECK NUMBER 220145 DATED 02/21/2024 WRITTEN TO 32643 GEOTECH SAND & STONE, INCfor the amount of							5001.41
01169	16955296413	PAYMENTS TO OTHER ENTITY	VR 24022104-012	02/06/2024	-	ACCOUNT	31256.15
CHECK TOTAL FOR CHECK NUMBER 220146 DATED 02/21/2024 WRITTEN TO 33648 GREATER OTTUMWA PARTNERS for the amount of							31256.15
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-016	01/24/2024	-	X10835	172.50
CHECK TOTAL FOR CHECK NUMBER 220147 DATED 02/21/2024 WRITTEN TO 33653 GREGG YOUNG AUTOMOTIVE for the amount of							172.50
01610	61088156512	LAB SUPPLIES	VR 24022104-013	02/08/2024	-	WPCC01	172.64

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CHECK TOTAL FOR CHECK NUMBER 220148 DATED 02/21/2024 WRITTEN TO 34966 HARDY DIAGNOSTICS for the amount of							172.64
01131	13122806531	STREET MAINT SUPPLIES	VR 24022104-014	01/24/2024	-	539000	2061.00
01110	11022506331	VHCL MTCE SUPPLIES	VR 24022104-015	01/29/2024	-	539000	122.44
CHECK TOTAL FOR CHECK NUMBER 220149 DATED 02/21/2024 WRITTEN TO 36083 HAWKEYE TRUCK EQUIPMENT for the amount of							2183.44
01001	00111906490	OTHER PROF SERV	VR 24022104-016	01/31/2024	-	ASSESSMENT AND BOARD	60.00
CHECK TOTAL FOR CHECK NUMBER 220150 DATED 02/21/2024 WRITTEN TO 36302 HEARTLAND HUMANE SOCIETY for the amount of							60.00
01110	11022976507	OPERATING SUPPLIES	VR 24022104-017	01/30/2024	-	ADAPTER	50.78
CHECK TOTAL FOR CHECK NUMBER 220151 DATED 02/21/2024 WRITTEN TO 36850 HELMUTH REPAIR, INC. for the amount of							50.78
01673	67388436402	ADVERT/LEGAL PUBL	VR 24022104-018	12/05/2023	-	3985	25.00
01673	67388436402	ADVERT/LEGAL PUBL	VR 24022104-019	02/05/2024	-	3985	90.00
CHECK TOTAL FOR CHECK NUMBER 220152 DATED 02/21/2024 WRITTEN TO 37476 HILL PRODUCTIONS & MEDIA for the amount of							115.00
01131	13122806310	BLDG MAINT & REPAIR	VR 24022107-051	02/06/2024	-	14150 TERMINAL	435.00
CHECK TOTAL FOR CHECK NUMBER 220153 DATED 02/21/2024 WRITTEN TO 37560 HINDMAN PERSON HEATING for the amount of							435.00
01001	00111106411	LEGAL FEES	VR 24022106-047	02/09/2024	-	SERVICES	5588.37
CHECK TOTAL FOR CHECK NUMBER 220154 DATED 02/21/2024 WRITTEN TO 38195 HOPKINS & HUBBNER PC for the amount of							5588.37
01610	61088156331	VHCL MTCE SUPPLIES	VR 24022104-020	02/09/2024	-	OTT009	20.43
CHECK TOTAL FOR CHECK NUMBER 220155 DATED 02/21/2024 WRITTEN TO 38610 HOTSYS CLEANING SYSTEMS for the amount of							20.43
01610	61088176531	STREET MAINT SUPPLIES	VR 24022104-021	02/03/2024	-	00006665	1233.00
CHECK TOTAL FOR CHECK NUMBER 220156 DATED 02/21/2024 WRITTEN TO 41600 IDEAL READY MIX for the amount of							1233.00
01001	00166256413	PAYMENTS-OTHER ENTITIES	VR 24022106-041	02/14/2024	-	FY23 TAX ALLOCATION	2039.23
CHECK TOTAL FOR CHECK NUMBER 220157 DATED 02/21/2024 WRITTEN TO 41754 INDIAN HILLS COMMUNITY for the amount of							2039.23
01673	67388436498	MISC CONTRACT WORK	VR 24022104-022	01/29/2024	-	RECYCLING	43.00
CHECK TOTAL FOR CHECK NUMBER 220158 DATED 02/21/2024 WRITTEN TO 41920A INDUSTRIAL CHEMICAL for the amount of							43.00
01001	00166506423	PHOTOCOPIES	VR 24022104-023	01/17/2024	-	ADMIN	334.69
01001	00122606423	PHOTOCOPIES	VR 24022104-024	01/17/2024	-	ENGINEERING	259.94
01001	00155406423	PHOTOCOPIES	VR 24022104-025	01/17/2024	-	HOUSING ROOM 200	111.45
01001	00133406423	PHOTOCOPIES	VR 24022104-026	01/17/2024	-	HOUSING ROOM 201	111.45
01001	00133406423	PHOTOCOPIES	VR 24022104-027	01/17/2024	-	HOUSING ROOM 203	161.25
01001	00155406423	PHOTOCOPIES	VR 24022104-028	01/17/2024	-	HOUSING ROOM 204	111.45

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CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
01110	11022976506	OFFICE SUPPLIES	VR 24022104-029	01/17/2024	-	PUBLIC WORKS	141.48
01673	67388436498	MISC CONTRACT WORK	VR 24022104-030	01/17/2024	-	RECYCLING	66.86
01610	61088156423	PHOTOCOPIES	VR 24022104-031	01/17/2024	-	WPC	150.25
CHECK TOTAL FOR CHECK NUMBER 220159 DATED 02/21/2024 WRITTEN TO 42090 INFOMAX OFF SYSTEMS INC for the amount of							1448.82
01173	17344136520	LIBRARY MAT.-JAMES ESTATE	VR 24022104-039	01/26/2024	-	20U2012	120.13
01173	17344136501	LIBRARY MATERIALS	VR 24022104-040	01/26/2024	-	20U2012	15.53
01173	17344136520	LIBRARY MAT.-JAMES ESTATE	VR 24022104-033	01/26/2024	-	20U2012	23.94
01173	17344136520	LIBRARY MAT.-JAMES ESTATE	VR 24022104-041	01/29/2024	-	20U2012	394.54
01173	17344136525	LIBRARY MAT-GRUBB ESTATE	VR 24022104-036	01/30/2024	-	20U2012	599.06
01173	17344136525	LIBRARY MAT-GRUBB ESTATE	VR 24022104-037	01/31/2024	-	20U2012	29.98
01173	17344136525	LIBRARY MAT-GRUBB ESTATE	VR 24022104-038	01/31/2024	-	20U2012	212.21
01173	17344136525	LIBRARY MAT-GRUBB ESTATE	VR 24022104-051	02/02/2024	-	20U2012	141.66
01173	17344136525	LIBRARY MAT-GRUBB ESTATE	VR 24022104-034	02/05/2024	-	20U2012	473.14
01173	17344136525	LIBRARY MAT-GRUBB ESTATE	VR 24022104-035	02/06/2024	-	20U2012	110.25
01173	17344136525	LIBRARY MAT-GRUBB ESTATE	VR 24022104-032	02/07/2024	-	20U2012	45.49
CHECK TOTAL FOR CHECK NUMBER 220160 DATED 02/21/2024 WRITTEN TO 42160 INGRAM LIBRARY SERVICES for the amount of							2165.93
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022104-042	01/03/2024	-	2056	555.80
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022104-043	01/24/2024	-	2056	145.95
CHECK TOTAL FOR CHECK NUMBER 220161 DATED 02/21/2024 WRITTEN TO 43263 INTERSTATE ALL BATTERY for the amount of							701.75
01610	61088176408	PROPERTY INSURANCE	VR 24022106-037	01/10/2024	-	4a2308Y1WZ8-0001	1691.14
CHECK TOTAL FOR CHECK NUMBER 220162 DATED 02/21/2024 WRITTEN TO 43465 IOWA COMMUNITIES ASSURANCE for the amount of							1691.14
01001	00122606373	TELEPHONE/IT	VR 24022106-048	02/09/2024	-	270	110.70
CHECK TOTAL FOR CHECK NUMBER 220163 DATED 02/21/2024 WRITTEN TO 43999 IOWA ONE CALL for the amount of							110.70
01315	31577726499	CONTRACTUAL	VR 24022107-064	02/08/2024	-	PHASE 8 SEWER	1600.00
CHECK TOTAL FOR CHECK NUMBER 220164 DATED 02/21/2024 WRITTEN TO 45034 JCG LAND SERVICES, INC for the amount of							1600.00
01001	00133416499	CONTRACTUAL SERVICES	VR 24022104-046	02/03/2024	-	NUISANCE	1929.07
01001	00133416499	CONTRACTUAL SERVICES	VR 24022104-044	02/10/2024	-	NUISANCE	1925.18
01151	15133426499	CONTRACTUAL SERVICES	VR 24022104-045	02/10/2024	-	NUISANCE	5000.00
CHECK TOTAL FOR CHECK NUMBER 220165 DATED 02/21/2024 WRITTEN TO 45057 J & J MOWING for the amount of							8854.25
01670	67088406531	STREET MAINT SUPPLIES	VR 24022104-047	01/07/2024	-	137612	5682.84
CHECK TOTAL FOR CHECK NUMBER 220166 DATED 02/21/2024 WRITTEN TO 45518 JEFFERSON COUNTY QUARRY for the amount of							5682.84
01001	00166256490	OTHER PROF SERV	VR 24022106-049	02/08/2024	-	6092484	110.00
01001	00166256499	CONTRACTUAL SERVICES	VR 24022106-050	02/08/2024	-	6092484	1669.20
01001	00166156499	Contractual Services	VR 24022106-051	02/08/2024	-	6092484	4314.53

BATCH NUMBER CHXX

CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
CHECK TOTAL FOR CHECK NUMBER 220167 DATED 02/21/2024 WRITTEN TO 49804D UKG KRONOS SYSTEMS, LLC for the amount of							6093.73
01670	67088406506	OFFICE SUPPLIES	VR 24022106-028	01/05/2024	-	1-0000282	10.99
01610	61088156507	OPERATING SUPPLIES	VR 24022106-029	01/12/2024	-	1-0000282	6.18
01110	11022976507	OPERATING SUPPLIES	VR 24022106-030	01/12/2024	-	1-0000282	40.00
01673	67388436320	GROUPS MAINT & REPAIR	VR 24022106-031	01/19/2024	-	1-0000282	50.00
CHECK TOTAL FOR CHECK NUMBER 220168 DATED 02/21/2024 WRITTEN TO 52990 LOKTRONICS SECURITY CORP for the amount of							107.17
01131	13122806531	STREET MAINT SUPPLIES	VR 24022107-052	01/17/2024	-	OTTUM001	930.63
CHECK TOTAL FOR CHECK NUMBER 220169 DATED 02/21/2024 WRITTEN TO 53691 MACQUEEN EQUIPMENT for the amount of							930.63
01110	11022506331	VHCL MTCE SUPPLIES	VR 24022104-048	01/30/2024	-	403272	1395.00
CHECK TOTAL FOR CHECK NUMBER 220170 DATED 02/21/2024 WRITTEN TO 55190 MARTIN EQUIPMENT CEDAR RA for the amount of							1395.00
01001	00122606230	TRAINING	VR 24022107-053	02/12/2024	-	MEAL REIMBURSEMENT	12.00
CHECK TOTAL FOR CHECK NUMBER 220171 DATED 02/21/2024 WRITTEN TO 55535 SCOTT MCCARTY for the amount of							12.00
01610	61088156507	OPERATING SUPPLIES	VR 24022101-001	01/02/2024	-	31850255	45.48
01610	61088156507	OPERATING SUPPLIES	VR 24022101-002	01/02/2024	-	31850255	13.91
01001	00144396507	OPERATING SUPPLIES	VR 24022101-003	01/02/2024	-	31850255	88.74
01001	00111506532	SUSTENANCE SUPPLIES	VR 24022101-004	01/02/2024	-	31850255	9.28
01610	61088156507	OPERATING SUPPLIES	VR 24022101-005	01/02/2024	-	31850255	31.82
01610	61088156507	OPERATING SUPPLIES	VR 24022101-006	01/03/2024	-	31850255	18.88
01610	61088176530	SEWER/DRAINAGE SUPPLIES	VR 24022101-007	01/04/2024	-	31850255	34.21
01001	00122606507	OPERATING SUPPLIES	VR 24022101-008	01/04/2024	-	31850255	4.75
01673	67388436320	GROUPS MAINT & REPAIR	VR 24022101-009	01/08/2024	-	31850255	25.45
01673	67388436320	GROUPS MAINT & REPAIR	VR 24022101-010	01/08/2024	-	31850255	10.98
01110	11022106531	STREET MAINT SUPPLIES	VR 24022101-011	01/08/2024	-	31850255	14.28
01610	61088176531	STREET MAINT SUPPLIES	VR 24022101-012	01/11/2024	-	31850255	19.99
01110	11022506504	TOOLS & SMALL EQUIP	VR 24022101-013	01/12/2024	-	31850255	42.42
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022101-014	01/12/2024	-	31850255	258.60
01610	61088176531	STREET MAINT SUPPLIES	VR 24022101-015	01/14/2024	-	31850255	13.58
01610	61088156507	OPERATING SUPPLIES	VR 24022101-016	01/15/2024	-	31850255	150.99
01001	00122606504	TOOLS & SMALL EQUIP	VR 24022101-017	01/16/2024	-	31850255	19.98
01610	61088156507	OPERATING SUPPLIES	VR 24022101-018	01/17/2024	-	31850255	67.95
01610	61088156507	OPERATING SUPPLIES	VR 24022101-019	01/17/2024	-	31850255	-67.95
01610	61088156507	OPERATING SUPPLIES	VR 24022101-020	01/17/2024	-	31850255	36.55
01001	00122606507	OPERATING SUPPLIES	VR 24022101-021	01/19/2024	-	31850255	20.88
01001	00122606507	OPERATING SUPPLIES	VR 24022101-022	01/23/2024	-	31850255	59.92
01001	00122606504	TOOLS & SMALL EQUIP	VR 24022101-023	01/23/2024	-	31850255	25.21
01001	00144396507	OPERATING SUPPLIES	VR 24022101-024	01/24/2024	-	31850255	38.62
01001	00122606506	OFFICE SUPPLIES	VR 24022101-025	01/24/2024	-	31850255	11.96
01001	00122606504	TOOLS & SMALL EQUIP	VR 24022101-026	01/24/2024	-	31850255	14.99
01001	00144396507	OPERATING SUPPLIES	VR 24022101-027	01/24/2024	-	31850255	19.49
01001	00144396507	OPERATING SUPPLIES	VR 24022101-028	01/24/2024	-	31850255	27.98
01001	00144456507	OPERATING SUPPLIES	VR 24022101-029	01/25/2024	-	31850255	34.95

BATCH NUMBER CHKX

CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
01610	61088156507	OPERATING SUPPLIES	VR 24022101-030	01/25/2024	-	31850255	121.96
01131	13122806507	OPERATING SUPPLIES	VR 24022101-031	01/26/2024	-	31850255	100.43
01001	00122606507	OPERATING SUPPLIES	VR 24022101-032	01/26/2024	-	31850255	49.22
01131	13122806310	BLDG MAINT & REPAIR	VR 24022101-033	01/26/2024	-	31850255	67.99
01001	00122606507	OPERATING SUPPLIES	VR 24022101-034	01/29/2024	-	31850255	1.78
01001	00144456507	OPERATING SUPPLIES	VR 24022101-035	01/29/2024	-	31850255	48.98
01001	00122606507	OPERATING SUPPLIES	VR 24022101-036	01/30/2024	-	31850255	26.45
01610	61088156512	LAB SUPPLIES	VR 24022101-037	01/30/2024	-	31850255	718.98
01001	00122606507	OPERATING SUPPLIES	VR 24022101-038	01/30/2024	-	31850255	4.97
01610	61088156507	OPERATING SUPPLIES	VR 24022101-039	01/31/2024	-	31850255	40.11
01001	00122606507	OPERATING SUPPLIES	VR 24022101-040	01/31/2024	-	31850255	-4.72
01001	00122606507	OPERATING SUPPLIES	VR 24022101-041	01/31/2024	-	31850255	18.13
CHECK TOTAL FOR CHECK NUMBER 220174 DATED 02/21/2024 WRITTEN TO 57385 MENARDS for the amount of							2288.17
01131	13122806599	OTHER SUPPLIES	VR 24022104-049	01/30/2024	-	03929	338.52
CHECK TOTAL FOR CHECK NUMBER 220175 DATED 02/21/2024 WRITTEN TO 59301 MIDWEST AUTO GLASS & TIRE for the amount of							338.52
01820	8202130	ICMA DEF COMP PAYABLE	VR 24022107-012	02/16/2024	-	457 EMPLOYEE CONTRIBUTI	1235.38
CHECK TOTAL FOR CHECK NUMBER 220176 DATED 02/21/2024 WRITTEN TO 60299 MISSIONSQUARE for the amount of							1235.38
01610	61088156532	SUSTENANCE SUPPLIES	VR 24022104-050	02/08/2024	-	SAFETY CLOTHING	83.04
CHECK TOTAL FOR CHECK NUMBER 220177 DATED 02/21/2024 WRITTEN TO 61603 DOYLE MOORE for the amount of							83.04
01610	61088156507	OPERATING SUPPLIES	VR 24022107-054	01/21/2024	-	IA08879376	123.54
01001	00144456350	EQUIP REPAIR	VR 24022105-001	02/13/2024	-	87937601	132.38
CHECK TOTAL FOR CHECK NUMBER 220178 DATED 02/21/2024 WRITTEN TO 61785 MOTION INDUSTRIES for the amount of							255.92
01173	17344136540	PROGRAM SUPPLIES	VR 24022105-002	02/01/2024	-	PRESENTATION	150.00
CHECK TOTAL FOR CHECK NUMBER 220179 DATED 02/21/2024 WRITTEN TO 62544 CHERYL MULLENBACH for the amount of							150.00
01110	11022106417	STREET MAINT	VR 24022105-004	01/02/2024	-	ASPHALT PROGRAM	345922.19
01110	11022106531	STREET MAINT SUPPLIES	VR 24022105-003	02/03/2024	-	OTTUMSTR	2623.50
01131	13122806417	STREET MAINT	VR 24022107-055	02/10/2024	-	OTTARPT	179.85
CHECK TOTAL FOR CHECK NUMBER 220180 DATED 02/21/2024 WRITTEN TO 66001 NORRIS ASPHALT PAVING INC for the amount of							348725.54
01110	11022106417	STREET MAINT	VR 24022105-005	01/02/2024	-	ASPHALT PROGRAM	18206.43
CHECK TOTAL FOR CHECK NUMBER 220181 DATED 02/21/2024 WRITTEN TO 66001A NORRIS ASPHALT for the amount of							18206.43
01001	00111506532	SUSTENANCE SUPPLIES	VR 24022105-006	02/05/2024	-	ACCT 89	55.00
CHECK TOTAL FOR CHECK NUMBER 220182 DATED 02/21/2024 WRITTEN TO 66561 OFFICIAL PEST CONTROL for the amount of							55.00
01110	11022986599	OTHER SUPPLIES	VR 24022107-014	01/04/2024	-	131522	81.68

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 24022107-015	01/05/2024	-	131522	141.24
01135	13544506331	VHCL MTCE SUPPLIES	VR 24022107-016	01/10/2024	-	131522	67.90
01001	00111506331	VHCL MTCE SUPPLIES	VR 24022107-017	01/10/2024	-	131522	8.49
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022107-018	01/11/2024	-	131522	152.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022107-019	01/11/2024	-	131522	94.70
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022107-020	01/12/2024	-	131522	7.63
01135	13544506331	VHCL MTCE SUPPLIES	VR 24022107-021	01/12/2024	-	131522	7.63
01001	00111506504	TOOLS & SMALL EQUIP	VR 24022107-022	01/12/2024	-	131522	17.98
01610	61088156331	VHCL MTCE SUPPLIES	VR 24022107-023	01/14/2024	-	131522	57.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022107-024	01/15/2024	-	131522	163.86
01610	61088156331	VHCL MTCE SUPPLIES	VR 24022107-025	01/15/2024	-	131522	54.00
01610	61088156331	VHCL MTCE SUPPLIES	VR 24022107-026	01/16/2024	-	131522	14.09
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022107-027	01/18/2024	-	131522	72.74
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022107-028	01/18/2024	-	131522	72.74
01001	00111506507	OPERATING SUPPLIES	VR 24022107-029	01/18/2024	-	131522	239.80
01610	61088156331	VHCL MTCE SUPPLIES	VR 24022107-030	01/19/2024	-	131522	66.48
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022107-031	01/19/2024	-	131522	261.97
01001	00111506331	VHCL MTCE SUPPLIES	VR 24022107-032	01/19/2024	-	131522	33.00
01110	11022986599	OTHER SUPPLIES	VR 24022107-033	01/20/2024	-	131522	14.04
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022107-034	01/22/2024	-	131522	295.73
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022107-035	01/22/2024	-	131522	214.13
01610	61088156331	VHCL MTCE SUPPLIES	VR 24022107-036	01/23/2024	-	131522	12.34
01610	61088156331	VHCL MTCE SUPPLIES	VR 24022107-037	01/25/2024	-	131522	19.80
CHECK TOTAL FOR CHECK NUMBER 220184 DATED 02/21/2024 WRITTEN TO 67098 O'REILLY AUTOMOTIVE for the amount of							2170.97
01001	00166256413	PAYMENTS-OTHER ENTITIES	VR 24022106-040	02/14/2024	-	FY23 TAX ALLOCATION	22911.75
CHECK TOTAL FOR CHECK NUMBER 220185 DATED 02/21/2024 WRITTEN TO 67760 OTTUMWA COMMUNITY SCHOOL for the amount of							22911.75
01131	13122806310	BLDG MAINT & REPAIR	VR 24022105-007	01/30/2024	-	SHOP BUILDING	316.64
CHECK TOTAL FOR CHECK NUMBER 220186 DATED 02/21/2024 WRITTEN TO 68239 OTTUMWA GLASS for the amount of							316.64
01001	00166206414	PRINTING	VR 24022105-009	01/30/2024	-	1758	749.95
01001	00122906402	ADVERT/LEGAL PUBL	VR 24022105-008	01/30/2024	-	0037	1468.00
CHECK TOTAL FOR CHECK NUMBER 220187 DATED 02/21/2024 WRITTEN TO 68560 OTTUMWA PRINTING, INC. for the amount of							2217.95
01001	00166206508	POSTAGE & SHIPPING	VR 24022105-010	02/11/2024	-	8000-9000-1116-8493	1500.00
CHECK TOTAL FOR CHECK NUMBER 220188 DATED 02/21/2024 WRITTEN TO 72230 PITNEY BOWES BANK INC for the amount of							1500.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022107-061	01/12/2024	-	359280	335.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022107-062	01/16/2024	-	359280	92.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022107-063	01/24/2024	-	359280	5.50
CHECK TOTAL FOR CHECK NUMBER 220189 DATED 02/21/2024 WRITTEN TO 73926 PRODUCTIVITY PLUS ACCOUNT for the amount of							432.50
01001	00166506409	JANITORIAL	VR 24022105-011	01/31/2024	-	CITY HALL	2000.00
01131	13122806409	JANITORIAL	VR 24022105-012	01/31/2024	-	AIRPORT	100.00

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CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
01001	00144396507	OPERATING SUPPLIES	VR 24022105-013	01/31/2024	-	DEPOT	1110.00
CHECK TOTAL FOR CHECK NUMBER 220190 DATED 02/21/2024 WRITTEN TO 73971 PROFESSIONAL JANITORIAL for the amount of							3210.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-017	01/05/2024	-	561	380.04
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-018	01/08/2024	-	561	25.94
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-019	01/08/2024	-	561	5077.56
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-020	01/10/2024	-	561	352.42
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-021	01/17/2024	-	561	187.48
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-022	01/22/2024	-	561	455.57
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-023	01/24/2024	-	561	160.96
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-024	01/29/2024	-	561	280.51
CHECK TOTAL FOR CHECK NUMBER 220191 DATED 02/21/2024 WRITTEN TO 74626 QUALITY SERVICES CORP for the amount of							6920.48
01151	15144326499	CONTRACTUAL SERVICES	VR 24022105-045	01/26/2024	-	CITY HALL RENO	82175.00
CHECK TOTAL FOR CHECK NUMBER 220192 DATED 02/21/2024 WRITTEN TO 77203 RG CONSTRUCTION, LLC for the amount of							82175.00
01151	15155616499	CONTRACTUAL SERVICES	VR 24022105-014	02/13/2024	-	234 E PENNSYLVANIA	2500.00
01151	15155306498	REIMBURSEMENT	VR 24022107-057	02/13/2024	-	328 S WARD	10000.00
CHECK TOTAL FOR CHECK NUMBER 220193 DATED 02/21/2024 WRITTEN TO 77204 RIPPLING WATERS for the amount of							12500.00
01670	67088406507	OPERATING SUPPLIES	VR 24022105-015	02/08/2024	-	PORTABLE	120.96
01670	67088406507	OPERATING SUPPLIES	VR 24022105-016	02/04/2024	-	PORTABLE	120.96
CHECK TOTAL FOR CHECK NUMBER 220194 DATED 02/21/2024 WRITTEN TO 78105 ROYAL PORTABLE TOILETS for the amount of							241.92
01670	67088406407	ENGINEERING	VR 24022105-018	01/31/2024	-	PROJECT 27223156	806.17
01670	67088406407	ENGINEERING	VR 24022105-020	01/31/2024	-	PROJECT 27223157.24	2348.50
01670	67088406407	ENGINEERING	VR 24022105-019	01/31/2024	-	PROJECT 27223158.24	1153.13
01670	67088406407	ENGINEERING	VR 24022105-017	01/31/2024	-	PROJECT 27223551	5037.50
CHECK TOTAL FOR CHECK NUMBER 220195 DATED 02/21/2024 WRITTEN TO 78293 SCS ENGINEERS for the amount of							9345.30
01673	67388436320	GROUNDS MAINT & REPAIR	VR 24022105-021	02/02/2024	-	HAZARDOUS WASTE BUILDIN	350.00
CHECK TOTAL FOR CHECK NUMBER 220196 DATED 02/21/2024 WRITTEN TO 78708 JOHN SANDEGREN HEATING for the amount of							350.00
01133	13344106310	BUILDING MAINT REPAIR	VR 24022105-022	02/01/2024	-	1003269	240.70
01001	00166506310	BUILDING MAINTENANCE REPAVR	VR 24022105-023	02/01/2024	-	1003275	293.75
CHECK TOTAL FOR CHECK NUMBER 220197 DATED 02/21/2024 WRITTEN TO 79358 SCHUMACHER ELEVATOR CO for the amount of							534.45
01673	67388436331	VHCL MTCE SUPPLIES	VR 24022102-025	01/04/2024	-	1550	55.71
01670	67088406504	TOOLS & SMALL EQUIP	VR 24022102-026	01/04/2024	-	1550	125.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-027	01/04/2024	-	1550	45.15
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-028	01/05/2024	-	1550	54.30
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-029	01/05/2024	-	1550	99.25
01670	67088406399	OTHER MAINT & REPAIR	VR 24022102-030	01/08/2024	-	1550	91.35

BATCH NUMBER CHKX

CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
01670	67088406331	VHCL MTCE SUPPLIES	VR 24022102-031	01/10/2024	-	1550	366.40
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-032	01/10/2024	-	1550	148.72
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-033	01/11/2024	-	1550	117.56
01001	00144456331	VHCL MTCE SUPPLIES	VR 24022102-034	01/11/2024	-	1550	55.71
01110	11022506331	VHCL MTCE SUPPLIES	VR 24022102-035	01/11/2024	-	1550	213.99
01135	13544506331	VHCL MTCE SUPPLIES	VR 24022102-037	01/16/2024	-	1550	19.79
01110	11022986599	OTHER SUPPLIES	VR 24022102-038	01/16/2024	-	1550	32.45
01670	67088406504	TOOLS & SMALL EQUIP	VR 24022102-039	01/17/2024	-	1550	-24.97
01670	67088406331	VHCL MTCE SUPPLIES	VR 24022102-036	01/17/2024	-	1550	24.97
01670	67088406504	TOOLS & SMALL EQUIP	VR 24022102-040	01/17/2024	-	1550	24.97
01110	11022506331	VHCL MTCE SUPPLIES	VR 24022102-041	01/18/2024	-	1550	193.62
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-042	01/19/2024	-	1550	38.95
01001	00144306331	VHCL MTCE SUPPLIES	VR 24022102-043	01/22/2024	-	1550	3.27
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-044	01/23/2024	-	1550	77.90
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-045	01/23/2024	-	1550	15.98
01131	13122806333	VHCL-FUEL	VR 24022102-046	01/25/2024	-	1550	77.94
01131	13122806333	VHCL-FUEL	VR 24022102-047	01/25/2024	-	1550	12.99
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022102-048	01/30/2024	-	1550	16.00
CHECK TOTAL FOR CHECK NUMBER 220199 DATED 02/21/2024 WRITTEN TO 82136 SINCLAIR NAPA for the amount of							1887.00
01110	11022986504	TOOLS & SMALL EQUIP	VR 24022105-024	09/08/2023	-	EESP320U2	598.01
CHECK TOTAL FOR CHECK NUMBER 220200 DATED 02/21/2024 WRITTEN TO 83100A SNAP-ON-TOOLS for the amount of							598.01
01110	11022306371	ELECTRIC	VR 24022105-025	02/02/2024	-	304-03-0000	31.50
01001	00144816507	OPERATING SUPPLIES	VR 24022105-026	02/02/2024	-	204-28-0028	49.42
CHECK TOTAL FOR CHECK NUMBER 220201 DATED 02/21/2024 WRITTEN TO 83920 SOUTHERN IOWA ELECTRIC for the amount of							80.92
01673	67388436499	CONTRACTUAL SERVICES	VR 24022105-035	01/22/2024	-	03-0077	1848.17
01135	13544506410	CONTRACT EMPLOYEES	VR 24022105-033	01/29/2024	-	03-0077	563.04
01673	67388436499	CONTRACTUAL SERVICES	VR 24022105-036	01/29/2024	-	03-0077	1821.61
01135	13544506410	CONTRACT EMPLOYEES	VR 24022105-037	02/05/2024	-	03-0077	563.04
01001	00144456410	CONTRACT EMPLOYEES	VR 24022105-034	02/05/2024	-	03-0077	375.36
01610	61088156410	CONTRACT EMPLOYEES	VR 24022105-028	02/05/2024	-	03-0077	703.80
01670	67088406498	MISC CONTRACT WORK	VR 24022105-032	02/05/2024	-	03-0077	197.34
01673	67388436499	CONTRACTUAL SERVICES	VR 24022105-029	02/05/2024	-	03-0077	1901.30
01610	61088156410	CONTRACT EMPLOYEES	VR 24022105-027	02/12/2024	-	03-0077	193.20
01670	67088406498	MISC CONTRACT WORK	VR 24022105-031	02/12/2024	-	03-0077	273.24
01673	67388436499	CONTRACTUAL SERVICES	VR 24022105-030	02/12/2024	-	03-0077	1935.45
CHECK TOTAL FOR CHECK NUMBER 220202 DATED 02/21/2024 WRITTEN TO 86970 SUPREME STAFFING INC for the amount of							10375.55
01670	67088406499	CONTRACTUAL SERVICES	VR 24022105-038	02/01/2024	-	LANDFILL COLLECTION	1200.00
CHECK TOTAL FOR CHECK NUMBER 220203 DATED 02/21/2024 WRITTEN TO 89072 TORRES CONSTRUCTION for the amount of							1200.00
01110	11022426504	TOOLS & SMALL EQUIP	VR 24022106-019	01/02/2024	-	16118	41.28
01610	61088156507	OPERATING SUPPLIES	VR 24022106-021	01/17/2024	-	16118	27.03
01110	11022986599	OTHER SUPPLIES	VR 24022106-020	01/17/2024	-	16118	21.30

BATCH NUMBER CHKX

CASH CODE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	VOUCHER NUMBER	INVOICE DATE	P.O. NUMBER	VOUCHER DESCRIPTION	TRANSACTION AMOUNT
01610	61088156507	OPERATING SUPPLIES	VR 24022106-023	01/23/2024	-	16118	2553.07
01610	61088156507	OPERATING SUPPLIES	VR 24022106-022	01/23/2024	-	16118	17.96
01610	61088156507	OPERATING SUPPLIES	VR 24022106-024	01/24/2024	-	16118	1538.94
01610	61088156507	OPERATING SUPPLIES	VR 24022106-025	01/29/2024	-	16118	32.88
01610	61088156507	OPERATING SUPPLIES	VR 24022106-026	01/30/2024	-	16118	11.45
01610	61088156507	OPERATING SUPPLIES	VR 24022106-027	01/30/2024	-	16118	36.44
CHECK TOTAL FOR CHECK NUMBER 220204 DATED 02/21/2024 WRITTEN TO 92555 THE VAN METER COMPANY for the amount of							4280.35
01001	00166256413	PAYMENTS-OTHER ENTITIES	VR 24022106-044	02/14/2024	-	FY23 TAX ALLOCATION	328.97
01001	00144306230	TRAINING	VR 24022105-040	01/30/2024	-	RATHJE, HOUK, ERWIN	135.00
CHECK TOTAL FOR CHECK NUMBER 220205 DATED 02/21/2024 WRITTEN TO 94075 WAPELLO CO AGRICULTURAL for the amount of							463.97
01001	00166256413	PAYMENTS-OTHER ENTITIES	VR 24022106-043	02/14/2024	-	FY23 TAX ALLOCATION	544.54
CHECK TOTAL FOR CHECK NUMBER 220206 DATED 02/21/2024 WRITTEN TO 94100 WAPELLO CO ASSESSOR for the amount of							544.54
01001	00111106497	REIMBURSEMENT	VR 24022107-056	01/31/2024	-	OTSM048597	60.00
CHECK TOTAL FOR CHECK NUMBER 220207 DATED 02/21/2024 WRITTEN TO 94235 WAPELLO CO CLERK OF COURT for the amount of							60.00
01001	00166256413	PAYMENTS-OTHER ENTITIES	VR 24022106-042	02/14/2024	-	FY23 TAX ALLOCATION	10909.02
CHECK TOTAL FOR CHECK NUMBER 220208 DATED 02/21/2024 WRITTEN TO 94490 WAPELLO COUNTY TREASURER for the amount of							10909.02
01001	00111126413	PAYMENTS TO OTHER ENTITIES	VR 24022105-039	12/31/2023	-	JAG-500413	3791.20
CHECK TOTAL FOR CHECK NUMBER 220209 DATED 02/21/2024 WRITTEN TO 94721 WAPELLO CO SHERIFF'S OFFICE for the amount of							3791.20
01820	8202133	UNITED WAY DED PAYABLE	VR 24022107-013	02/16/2024	-	MOORE	10.00
CHECK TOTAL FOR CHECK NUMBER 220210 DATED 02/21/2024 WRITTEN TO 95000 WAPELLO COUNTY UNITED WAY for the amount of							10.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022105-043	01/29/2024	-	#12	620.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022105-042	02/05/2024	-	#226	125.00
01110	11022986331	VHCL MTCE SUPPLIES	VR 24022105-041	02/06/2024	-	230	20.00
CHECK TOTAL FOR CHECK NUMBER 220211 DATED 02/21/2024 WRITTEN TO 95368 WAYNE'S TIRE for the amount of							765.00
01610	61088156331	VHCL MTCE SUPPLIES	VR 24022105-044	01/16/2024	-	FUEL CAP	23.15
CHECK TOTAL FOR CHECK NUMBER 220212 DATED 02/21/2024 WRITTEN TO 96741 WILCOX EQUIPMENT for the amount of							23.15
01001	00144456350	EQUIP REPAIR	VR 24022105-048	01/30/2024	-	097024-70	1690.00
01110	11022976532	SUSTENANCE SUPPLIES	VR 24022105-047	02/01/2024	-	PUBLIC WORKS	795.00
CHECK TOTAL FOR CHECK NUMBER 220213 DATED 02/21/2024 WRITTEN TO 97320 WINGER COMPANIES for the amount of							2485.00
01001	00144456350	EQUIP REPAIR	VR 24022105-049	01/31/2024	-	COTT	191.25

REPORT DATE 02/15/2024
SYSTEM DATE 02/15/2024
FILES ID 0

CITY OF OTTUMWA
CHECK REGISTER
COMPLETE REGISTER OF ALL SORTED CHECKS

PAGE 14
TIME 14:00:01
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 220214 DATED 02/21/2024 WRITTEN TO 97321 WINGER SERVICE for the amount of							191.25
01610	61088156531	STREET MAINT SUPPLIES	VR 24022105-046	01/21/2024	-	2106459	363.83
CHECK TOTAL FOR CHECK NUMBER 220215 DATED 02/21/2024 WRITTEN TO 97332 WINN CORP for the amount of							363.83
01133	13344106370	NATURAL GAS	VR 24022105-050	02/09/2024	-	6032	1079.44
01001	00166506370	NATURAL GAS	VR 24022105-051	02/09/2024	-	105 E THIRD ST	1251.84
01001	00144456370	NATURAL GAS	VR 24022105-052	02/09/2024	-	101 CHURCH ST	11.47
01001	00144456370	NATURAL GAS	VR 24022105-053	02/09/2024	-	101 CHURCH ST	3081.69
01673	67388436370	NATURAL GAS	VR 24022105-054	02/09/2024	-	2415 EMMA	1430.84
01610	61088156370	NATURAL GAS	VR 24022105-055	02/09/2024	-	2222 EMMA	8042.30
01110	11022976370	NATURAL GAS	VR 24022105-056	02/09/2024	-	550 GATEWAY	976.92
01610	61088156370	NATURAL GAS	VR 24022105-057	02/09/2024	-	555 S ELM	2256.83
CHECK TOTAL FOR CHECK NUMBER 220216 DATED 02/21/2024 WRITTEN TO 97577 WOODRIVER ENERGY LLC for the amount of							18131.33
01 Bank Code TOTALS for 00104 Checks to 00104 Vendors for the amount of							756562.45
REPORT TOTALS for 00104 Checks to 00104 Vendors for the amount of							756562.45

REPORT DATE 02/15/2024
SYSTEM DATE 02/15/2024
FILES ID 0

CITY OF OTTUMWA
CHECK REGISTER
COMPLETE REGISTER OF ALL SORTED CHECKS

PAGE 15
TIME 14:00:01
USER MITCHELLK

BATCH NUMBER CHXX

SUMMARY PAGE INFORMATION

ERRORS DETECTED: 0

END OF REPORT

December Bank Reconciliation

Account #XXXXXXX

31-Dec-23

Bank Balance:	12/31/2023		\$ 7,944,824.77
Deposit in Transit-Mary Clerk In Transit		\$	70,056.19 7986
Clerk A/R In Transit		\$	17,163.81 12/29 8057 and 12/30 8058 entries
Outstanding CC Pmts:			
Campground Police		\$	(283.00)
Returned Checks		\$	-
Fraud Checks		\$	-
Cash difference corrected in January		\$	(681.67)
Less Outstanding AP Checks		\$	(736,718.00) From statement of changes in cash balance
Less Outstanding Payroll Checks		\$	(25,502.35)
Checks Cleared but not written		\$	2,442.39 Advantage Admin 12/22 Pmt - incorrect, reversed in January
		\$	-
Adjusted Bank Balance	12/31/2023	\$	<u>7,271,302.14</u>
 Book Balance:	 12/31/2023	 \$	 7,271,016.59
FAA Pmt Missing from PACE		\$	285.55
 Adjusted Book Balance:	 12/31/2023	 \$	 7,271,302.14
		\$	- system over/under

Item No. B.-3.

CITY OF OTTUMWA
 STATEMENT OF CHANGES IN CASH BALANCE
 AS OF 12/31/2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BEG. PERIOD BALANCE	CASH DEBITS	CASH CREDITS	END PERIOD BALANCE	OUTSTANDING CHECKS	TREASURY BALANCE
TOTALS FOR FUND 001	GENERAL OPER	3590577.23	2672988.77	1751798.90	4511767.10	99087.63	4610854.73
TOTALS FOR FUND 002	PARKING RAMP	57921.82	4119.88	602.32	61439.38		61439.38
TOTALS FOR FUND 003	GENERAL-ARPA	2420972.01	27915.66	112004.15	2336883.52		2336883.52
TOTALS FOR FUND 005	Franchise Fe	727556.60	8389.29	300000.00	435945.89		435945.89
TOTALS FOR FUND 110	ROAD USE TAX	6495512.03	487914.39	1070689.73	5912736.69	37142.46	5949879.15
TOTALS FOR FUND 112	EMPLOYEE BEN	3136459.08	206647.94	1667256.83	1675850.19		1675850.19
TOTALS FOR FUND 119	EMERGENCY FU	95244.36	7495.64		102740.00		102740.00
TOTALS FOR FUND 121	SALES TAX 1%	8021499.66	447543.75	725000.00	7744043.41		7744043.41
TOTALS FOR FUND 122	*****						
TOTALS FOR FUND 123	AGASSI TIF D						
TOTALS FOR FUND 124	VOGEL URBAN	-441.50	441.50				
TOTALS FOR FUND 125	WESTGATE TIF	318262.11	36301.72		354563.83	9784.50	364348.33
TOTALS FOR FUND 126	AIRPORT TIF	214398.42	7388.60		221787.02		221787.02
TOTALS FOR FUND 127	PENNSYLVANIA						
TOTALS FOR FUND 128	WILDWOOD HWY	1781.04	20.54		1801.58		1801.58
TOTALS FOR FUND 129	RISK MANAGEM	820056.64	80609.78	12247.11	888419.31		888419.31
TOTALS FOR FUND 130	411 MEDICAL		47960.93				
TOTALS FOR FUND 131	AIRPORT FUND	316255.36	269998.86	137394.02	448860.20	1216.58	450076.78
TOTALS FOR FUND 133	LIBRARY FUND	104006.06	215961.21	67472.32	252494.95	250.69	252745.64
TOTALS FOR FUND 135	CEMETERY FUN	-90454.08	567522.45	54980.86	422087.51	29132.62	451220.13
TOTALS FOR FUND 137	HAZ-MAT FUND	161719.57	8679.06	39901.22	130497.41		130497.41
TOTALS FOR FUND 141	2023 UPPER S	185882.21	2143.36		188025.57		188025.57
TOTALS FOR FUND 142	HOAP/HILP ES						
TOTALS FOR FUND 143	EPA BROWNFIE						
TOTALS FOR FUND 144	2013 CDBG HO						
TOTALS FOR FUND 145	DOWNTOWN REV						
TOTALS FOR FUND 146	DOWNTOWN STR	142220.06	1639.91		143859.97		143859.97
TOTALS FOR FUND 147	CDBG P-2 MAS	17628.32	203.27		17831.59		17831.59
TOTALS FOR FUND 148	2016 OWW CDB						
TOTALS FOR FUND 151	OTHER BOND P	1456994.83	310524.14	347892.95	1419626.02	9493.40	1429119.42
TOTALS FOR FUND 162	SSMID DISTRI	67362.14	1590.10		68952.24		68952.24
TOTALS FOR FUND 167	FIRE BEQUEST	12926.37	149.05		13075.42		13075.42
TOTALS FOR FUND 169	START UP/DON	-165.20			-165.20		-165.20
TOTALS FOR FUND 171	RETIREE HEAL	106.32	1.23	106.32	1.23		1.23
TOTALS FOR FUND 173	LIBRARY BEQU	101625.97	12529.71	10265.80	103889.88	1811.46	105701.34
TOTALS FOR FUND 174	COMMUNITY DE	419354.56	4835.48	231071.60	193118.44		193118.44
TOTALS FOR FUND 175	POLICE BEQUE	203713.15	2348.97	1686.06	204376.06	16.00	204392.06
TOTALS FOR FUND 176	Reimb Grants	1801.73	20.78	26007.00	-24184.49		-24184.49
TOTALS FOR FUND 177	HISTORIC PRE	25841.09	20297.97	11557.47	34581.59	11557.47	46139.06
TOTALS FOR FUND 200	DEBT SERVICE	-511514.12	108686.39	1650.00	-404477.73		-404477.73
TOTALS FOR FUND 301	STREET PROJE	1579149.86	768208.81	15293.72	2332064.95	10332.92	2342397.87
TOTALS FOR FUND 303	AIRPORT PROJ	411705.07	4747.28		416452.35		416452.35
TOTALS FOR FUND 307	SIDEWALK & C	33377.36	384.87		33762.23		33762.23
TOTALS FOR FUND 309	PARK PROJECT	1288977.60	17862.90	700000.00	606840.50		606840.50
TOTALS FOR FUND 310	EQUIPMENT PU	1639603.36	19713.26	89000.00	1570316.62		1570316.62
TOTALS FOR FUND 311	LEVEE PROJEC	-178323.30			-178323.30		-178323.30
TOTALS FOR FUND 313	EVENT CENTER	422957.67	4877.03	459814.79	-31980.09	16900.00	-15080.09
TOTALS FOR FUND 315	SEWER CONSTR	856191.70	509717.42	429920.99	935988.13	362623.59	1298611.72
TOTALS FOR FUND 320	WEST END FLO						
TOTALS FOR FUND 501	CEMETERY MEM	2713.29	31.29		2744.58		2744.58
TOTALS FOR FUND 503	CEMETERY PER	8112.46	503.54	515.00	8101.00		8101.00
TOTALS FOR FUND 610	SEWER UTILIT	4735339.55	747908.36	663360.31	4819887.60	4738.38	4824625.98

REPORT DATE 12/31/2023
 SYSTEM DATE 02/14/2024
 FILES ID 0

CITY OF OTTUMWA
 STATEMENT OF CHANGES IN CASH BALANCE
 AS OF 12/31/2023

PAGE 2
 TIME 08:05:43
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BEG. PERIOD BALANCE	CASH DEBITS	CASH CREDITS	END PERIOD BALANCE	OUTSTANDING CHECKS	TREASURY BALANCE
TOTALS FOR FUND	611 SEWER SINKIN	1377000.00	15877.87	63435.00	1329442.87		1329442.87
TOTALS FOR FUND	612 STORM WATER						
TOTALS FOR FUND	613 SEWER IMPROV	4602274.00	303067.75		4905341.75		4905341.75
TOTALS FOR FUND	670 LANDFILL FUN	1781227.86	211046.23	203162.67	1789111.42	12793.05	1801904.47
TOTALS FOR FUND	671 LANDFILL RES	1241555.00	14316.08		1255871.08		1255871.08
TOTALS FOR FUND	673 RECYCLING	325075.60	131534.59	54564.37	402045.82	9334.64	411380.46
TOTALS FOR FUND	690 TRANSIT FUND	628104.54	7242.53	131.12	635215.95	4.16	635220.11
TOTALS FOR FUND	695 1015 TRANSIT						
TOTALS FOR FUND	720 BRIDGEVIEW E	34414.63	90747.55	95216.37	29945.81	93728.00	123673.81
TOTALS FOR FUND	750 GOLF COURSE	45453.54	524.11	79300.00	-33322.35		-33322.35
TOTALS FOR FUND	810 POOLED INVES	-48078124.88	413326.52	663996.60	-48328794.96		-48328794.96
TOTALS FOR FUND	820 PAYROLL CLEA	188833.02	461910.20	438450.20	212293.02	1375.38	213668.40
TOTALS FOR FUND	860 GROUP HEALTH	6971551.03	392572.80	510299.49	6853824.34		6853824.34
TOTALS FOR FUND	861 POST 65 RETI	154363.27	11535.88	53873.87	112025.28	25395.07	137420.35
TOTALS FOR FUND	862 DENTAL INSUR	64768.75	9004.24	17513.79	56259.20		56259.20
TOTALS FOR FUND	863 LIFE INSURAN	72284.55	7870.40	4680.74	75474.21		75474.21
TOTALS FOR ALL LISTED FUNDS		8723689.37	9707401.84	11160074.62	7271016.59	736718.00	8007734.59

Analyzed Business Checking - PF

Account number: XXXXXXXX ■ December 1, 2023 - December 31, 2023 ■ Page 1 of 7



CITY OF OTTUMWA
GENERAL ACCT
105 E 3RD ST
OTTUMWA IA 52501-2904

Questions?

Call your Customer Service Officer or Client Services
1-800-AT WELLS (1-800-289-3557)
5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: wellsfargo.com

Write: Wells Fargo Bank, N.A. (001)
P.O. Box 6995
Portland, OR 97228-6995

Account summary

Analyzed Business Checking - PF

Account number	Beginning balance	Total credits	Total debits	Ending balance
XXXXXXXXXX	\$8,759,214.92	\$5,359,222.17	-\$6,173,612.32	\$7,944,824.77

Credits

Deposits

Effective date	Posted date	Amount	Transaction detail
12/29		436,405.54	Deposit
		\$436,405.54	Total deposits

Electronic deposits/bank credits

Effective date	Posted date	Amount	Transaction detail
12/01		3.00	Epx St 034145229 Merch Setl 3130034145229 Ottumwa Public Library
12/01		25.98	ACH Origination - City of Ottumwa - File 7777788888 Coid 9800013760
12/01		37.00	Merchant Svcs Ipsmasetl 113023 403903452700405 City of Ottumwa
12/01		50.00	ACH Origination - City of Ottumwa - File 7777788888 Coid 9800013760
12/01		171.90	Bankcard 1860 Mtot Dep 231130 519917920127313 City of Ottumwa - Lan
12/01		390.00	Epx St 034145179 Merch Setl 3130034145179 City of Ottumwa City H
12/01		1,326.91	Avfuel3023 Cctransfer Ottum1 City of Ottumwa
12/01		1,950.00	Amtrak Payments 231201 3017663 Ref*PO*6000017885\Dtm*003*20231201\SE*16*00000046
12/01		13,938.18	ACH Origination - City of Ottumwa - File 7777788888 Coid 9800013760
12/01		30,987.10	Post Verify Deposit
12/01		124,441.68	Ottumwa Water City Pymt 231201 Sewer & Refuse City of Ottumwa
12/04		23.00	Epx St 034145229 Merch Setl 3130034145229 Ottumwa Public Library
12/04		27.80	Epx St 034145229 Merch Setl 3130034145229 Ottumwa Public Library
12/04		88.00	Epx St 034145237 Merch Setl 3130034145237 Ottumwa Cemetery
12/04		99.00	Merchant Svcs Ipsmasetl 120123 403903452700405 City of Ottumwa
12/04		121.00	Epx St 034145179 Merch Setl 3130034145179 City of Ottumwa City H
12/04		174.12	Bankcard 1860 Mtot Dep 231203 519917920127313 City of Ottumwa - Lan
12/04		185.38	Epx St 034145252 Merch Setl 3130034145252 Ottumwa Beach

January 2024 Bank Reconciliation

Account # XXXXXXXX

31-Jan-24

Bank Balance	1/31/2024	\$	6,893,297.74	
Deposit in Transit-Mary Clerk In Transit			1,683.94	Dexter ferdig ck deposit in Feb, PACE in Jan
Clerk In Transit			1,420,782.48	8148
Clerk A/R In Transit		\$	22,438.44	8157
Outstanding CC Pmts:				
Campground				
Police				
Returned Checks		\$	-	
Fraud Checks		\$	-	
February 2 Payroll		\$	314,948.37	DD portion not entered until Feb
Wellmark Payment Feb/PACE Jan		\$	(472,837.61)	
Less Outstanding AP Checks		\$	(27,962.43)	From statement of changes in cash balance
Less Outstanding Payroll Checks		\$	(21,957.80)	
Checks Cleared but not written		\$	390.63	1108
		\$	-	
Adjusted Bank Balance	1/31/2024	\$	<u>8,130,783.76</u>	
Book Balance	1/31/2024	\$	8,130,498.21	
FAA Pmt Missing from PACE		\$	285.55	
Adjusted Book Balance	1/31/2024	\$	8,130,783.76	
		\$	-	system over/under

CITY OF OTTUMWA
 STATEMENT OF CHANGES IN CASH BALANCE
 AS OF 01/31/2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BEG. PERIOD BALANCE	CASH DEBITS	CASH CREDITS	END PERIOD BALANCE	OUTSTANDING CHECKS	TREASURY BALANCE
TOTALS FOR FUND 001	GENERAL OPER	4511767.10	322640.49	1254474.07	3579933.52	9385.68	3589319.20
TOTALS FOR FUND 002	PARKING RAMP	61439.38	2565.26	217.05	63787.59		63787.59
TOTALS FOR FUND 003	GENERAL-ARPA	2336883.52	6911.63		2343795.15		2343795.15
TOTALS FOR FUND 005	Franchise Fe	435945.89	1289.37		437235.26		437235.26
TOTALS FOR FUND 110	ROAD USE TAX	5912736.69	343199.91	232634.19	6023302.41	38.24	6023340.65
TOTALS FOR FUND 112	EMPLOYEE BEN	1675850.19	32061.65		1707911.84		1707911.84
TOTALS FOR FUND 119	EMERGENCY FU	102740.00	1320.91		104060.91		104060.91
TOTALS FOR FUND 121	SALES TAX 1%	7744043.41	391145.04		8135188.45		8135188.45
TOTALS FOR FUND 122	*****						
TOTALS FOR FUND 123	AGASSI TIF D						
TOTALS FOR FUND 124	VOGEL URBAN						
TOTALS FOR FUND 125	WESTGATE TIF	354563.83	6415.68	9784.50	351195.01	9784.50	360979.51
TOTALS FOR FUND 126	AIRPORT TIF	221787.02	1012.74		222799.76		222799.76
TOTALS FOR FUND 127	PENNSYLVANIA						
TOTALS FOR FUND 128	WILDWOOD HWY	1801.58	1257.00		3058.58		3058.58
TOTALS FOR FUND 129	RISK MANAGEM	888419.31	5751.90	13349.99	880821.22		880821.22
TOTALS FOR FUND 130	411 MEDICAL			23044.87	-23044.87		-23044.87
TOTALS FOR FUND 131	AIRPORT FUND	448860.20	33474.00	64853.58	417480.62	29.92	417510.54
TOTALS FOR FUND 133	LIBRARY FUND	252494.95	18883.52	61643.28	209735.19	12.00	209747.19
TOTALS FOR FUND 135	CEMETERY FUN	422087.51	11271.10	29748.39	403610.22	37.08	403647.30
TOTALS FOR FUND 137	HAZ-MAT FUND	130497.41	450.66	4363.03	126585.04		126585.04
TOTALS FOR FUND 141	2023 UPPER S	188025.57	556.11		188581.68		188581.68
TOTALS FOR FUND 142	HOAP/HILP ES						
TOTALS FOR FUND 143	EPA BROWNFIE						
TOTALS FOR FUND 144	2013 CDBG HO						
TOTALS FOR FUND 145	DOWNTOWN REV						
TOTALS FOR FUND 146	DOWNTOWN STR	143859.97	425.48		144285.45		144285.45
TOTALS FOR FUND 147	CDBG P-2 MAS	17831.59	52.74		17884.33		17884.33
TOTALS FOR FUND 148	2016 OWW CDB						
TOTALS FOR FUND 151	OTHER BOND P	1419626.02	4318.72	67180.53	1356764.21	175.00	1356939.21
TOTALS FOR FUND 162	SSMID DISTRI	68952.24	236.22		69188.46		69188.46
TOTALS FOR FUND 167	FIRE BEQUEST	13075.42	588.67		13664.09		13664.09
TOTALS FOR FUND 169	START UP/DON	-165.20			-165.20		-165.20
TOTALS FOR FUND 171	RETIREE HEAL	1.23			1.23		1.23
TOTALS FOR FUND 173	LIBRARY BEQU	103889.88	19603.27	4471.26	119021.89	60.00	119081.89
TOTALS FOR FUND 174	COMMUNITY DE	193118.44	10021.17		203139.61		203139.61
TOTALS FOR FUND 175	POLICE BEQUE	204376.06	3122.47	690.24	206808.29	16.00	206824.29
TOTALS FOR FUND 176	Reimb Grants	-24184.49			-24184.49		-24184.49
TOTALS FOR FUND 177	HISTORIC PRE	34581.59	102.28		34683.87		34683.87
TOTALS FOR FUND 200	DEBT SERVICE	-404477.73	17378.56		-387099.17		-387099.17
TOTALS FOR FUND 301	STREET PROJE	2332064.95	6897.38	4724.26	2334238.07		2334238.07
TOTALS FOR FUND 303	AIRPORT PROJ	416452.35	1231.71		417684.06		417684.06
TOTALS FOR FUND 307	SIDEWALK & C	33762.23	99.86		33862.09		33862.09
TOTALS FOR FUND 309	PARK PROJECT	606840.50	1794.81	88.63	608546.68		608546.68
TOTALS FOR FUND 310	EQUIPMENT PU	1570316.62	4644.41		1574961.03		1574961.03
TOTALS FOR FUND 311	LEVEE PROJEC	-178323.30	843.30		-177480.00		-177480.00
TOTALS FOR FUND 313	EVENT CENTER	-31980.09	12940.55	19410.87	-38450.41		-38450.41
TOTALS FOR FUND 315	SEWER CONSTR	935988.13	1347290.50	220550.27	2062728.36		2062728.36
TOTALS FOR FUND 320	WEST END FLO						
TOTALS FOR FUND 501	CEMETERY MEM	2744.58	8.12		2752.70		2752.70
TOTALS FOR FUND 503	CEMETERY PER	8101.00	5298.50	410.00	12989.50		12989.50
TOTALS FOR FUND 610	SEWER UTILIT	4819887.60	624423.43	306352.70	5137958.33	7898.61	5145856.94

REPORT DATE 01/31/2024
 SYSTEM DATE 02/14/2024
 FILES ID 0

CITY OF OTTUMWA
 STATEMENT OF CHANGES IN CASH BALANCE
 AS OF 01/31/2024

PAGE 2
 TIME 08:12:09
 USER KINSERJ

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BEG. PERIOD BALANCE	CASH DEBITS	CASH CREDITS	END PERIOD BALANCE	OUTSTANDING CHECKS	TREASURY BALANCE
TOTALS FOR FUND	611 SEWER SINKIN	1329442.87	3932.00		1333374.87		1333374.87
TOTALS FOR FUND	612 STORM WATER						
TOTALS FOR FUND	613 SEWER IMPROV	4905341.75	14508.17		4919849.92		4919849.92
TOTALS FOR FUND	670 LANDFILL FUN	1789111.42	333117.90	132509.95	1989719.37	508.12	1990227.49
TOTALS FOR FUND	671 LANDFILL RES	1255871.08	3714.40		1259585.48		1259585.48
TOTALS FOR FUND	673 RECYCLING	402045.82	28021.33	39272.30	390794.85	3.12	390797.97
TOTALS FOR FUND	690 TRANSIT FUND	635215.95	1945.19	132.92	637028.22	4.16	637032.38
TOTALS FOR FUND	695 1015 TRANSIT						
TOTALS FOR FUND	720 BRIDGEVIEW E	29945.81	88.57		30034.38		30034.38
TOTALS FOR FUND	750 GOLF COURSE	-33322.35			-33322.35		-33322.35
TOTALS FOR FUND	810 POOLED INVES	-48328794.96	126398.11	166432.34	-48368829.19		-48368829.19
TOTALS FOR FUND	820 PAYROLL CLEA	212293.02	422340.12	526707.71	107925.43	10.00	107935.43
TOTALS FOR FUND	860 GROUP HEALTH	6853824.34	343373.61	474192.17	6723005.78		6723005.78
TOTALS FOR FUND	861 POST 65 RETI	112025.28	15409.81	5754.45	121680.64		121680.64
TOTALS FOR FUND	862 DENTAL INSUR	56259.20	8478.17	9016.35	55721.02		55721.02
TOTALS FOR FUND	863 LIFE INSURAN	75474.21	5795.69	4778.53	76491.37		76491.37
TOTALS FOR ALL LISTED FUNDS		7271016.59	4548652.19	3676788.43	8142880.35	27962.43	8170842.78

Analyzed Business Checking - PF

Account number: XXXXXXXX ■ January 1, 2024 - January 31, 2024 ■ Page 1 of 7



CITY OF OTTUMWA
GENERAL ACCT
105 E 3RD ST
OTTUMWA IA 52501-2904

Questions?

Call your Customer Service Officer or Client Services
1-800-AT WELLS (1-800-289-3557)
5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: wellsfargo.com

Write: Wells Fargo Bank, N.A. (001)
P.O. Box 6995
Portland, OR 97228-6995

Account summary

Analyzed Business Checking - PF

Account number	Beginning balance	Total credits	Total debits	Ending balance
XXXXXXXXXX	\$7,944,824.77	\$2,205,025.34	-\$3,256,552.37	\$6,893,297.74

Credits

Electronic deposits/bank credits

Effective date	Posted date	Amount	Transaction detail
	01/02	1.50	Epx St 034145229 Merch Setl 3130034145229 Ottumwa Public Library
	01/02	6.00	Epx St 034145252 Merch Setl 3130034145252 Ottumwa Beach
	01/02	10.00	S&C Resale Compa EDI/Eftpmt 231229 0435116509 .00\Dtm*003*20231113\SE*13*8425576\GE*1*336370304
	01/02	25.98	ACH Origination - City of Ottumwa - File 7777788888 Coid 9800013760
	01/02	30.00	Epx St 034145187 Merch Setl 3130034145187 City of Ottumwa Police
	01/02	50.00	ACH Origination - City of Ottumwa - File 7777788888 Coid 9800013760
	01/02	57.00	Merchant Svcs Ipsmxasetl 122923 403903452700405 City of Ottumwa
	01/02	93.00	Bankcard 1860 Mtot Dep 231229 519917920127313 City of Ottumwa - Lan
	01/02	110.00	Epx St 034145252 Merch Setl 3130034145252 Ottumwa Beach
	01/02	143.12	Bankcard 1860 Mtot Dep 231231 519917920127313 City of Ottumwa - Lan
	01/02	14,381.86	ACH Origination - City of Ottumwa - File 7777788888 Coid 9800013760
	01/03	8.25	Epx St 034145229 Merch Setl 3130034145229 Ottumwa Public Library
	01/03	33.00	Epx St 034145187 Merch Setl 3130034145187 City of Ottumwa Police
	01/03	41.35	Avfuel3023 Cctransfer Ottum1 City of Ottumwa
	01/03	304.59	Bankcard 1860 Mtot Dep 240102 519917920127313 City of Ottumwa - Lan
	01/04	15.00	Epx St 034145229 Merch Setl 3130034145229 Ottumwa Public Library
	01/04	30.00	Epx St 034145179 Merch Setl 3130034145179 City of Ottumwa City H
	01/04	50.00	Merchant Svcs Ipsmxasetl 010324 403903452700405 City of Ottumwa
	01/04	110.00	Epx St 034145252 Merch Setl 3130034145252 Ottumwa Beach
	01/04	116.50	Bankcard 1860 Mtot Dep 240103 519917920127313 City of Ottumwa - Lan
	01/05	30.00	Epx St 034145187 Merch Setl 3130034145187 City of Ottumwa Police
	01/05	288.00	St of IA-E.F.T. E.F.T. 010524 00002130148 Ottumwa City of
	01/05	288.27	Bankcard 1860 Mtot Dep 240104 519917920127313 City of Ottumwa - Lan
	01/05	394.35	Avfuel3023 Cctransfer Ottum1 City of Ottumwa

Item No. B.-4.
received
215-24 1pm

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 20, 2024

Planning & Development
Department

Jake Rusch
Prepared By
Zach Simonson
Department Head



City Administrator Approval

AGENDA TITLE: Resolution No. 45- 2024, a resolution setting March 5th, 2024 as the date of a Public Hearing on the disposition of City owned property located at 508 N Court.

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

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

RECOMMENDATION: Pass and adopt Resolution No. 45- 2024

DISCUSSION: The City owns a vacant lot at 508 N Court. An individual is interested in purchasing this lot. The proposal will be brought to the March 5th, 2024 City Council meeting.

Source of Funds:

Budgeted Item:

Budget Amendment Needed:

RESOLUTION No. 45 - 2024

A RESOLUTION SETTING MARCH 5TH, 2024 AS THE DATE OF A PUBLIC HEARING ON THE DISPOSITION OF CITY OWNED PROPERTY LOCATED AT 508 N COURT STREET

WHEREAS, the City of Ottumwa, is the present title holder to the property legally described as ELLIOTT'S ADD LOT 2 City of Ottumwa, Wapello County, Iowa, also known as 508 N Court Street; and

WHEREAS, the above described property is a vacant lot within the city of Ottumwa; and

WHEREAS, the City will dispose of the property to the interested party.

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

That the 5th day of March 2024 at 5:30 PM at the City Council meeting located at 102 Church Street in the City of Ottumwa, Iowa, be and the same is hereby fixed as the time, date and place for a public hearing on the notice of intent to dispose of real property legally described above to the interested party and the City Clerk is authorized and directed to publish notice of said public hearing as provided by law.

PASSED AND ADOPTED this 20th day of February 2024.

City of Ottumwa, Iowa

Richard W. Johnson, Mayor

ATTEST:

Christina Reinhard, City Clerk



[CITY OF]
OTTUMWA

Petition No.: 5101-2024

Petitioner Information:

Name: Indian Hills Community College - Taren Ferguson, CFO

Address: 525 Grandview Ave Ottumwa, IA 52501

Phone Number: (641) 683-5295 Petition contains the required number of signatures.

Summary of Petition:

Purchase Offer form for city owned property located at 508 North Court for \$1 for New Construction. Housing Proposal is required according to our listing on the website.

1. Engineering Department Approve Deny

PB

Comments:

Date 02-01-24 Dept. Initials Required

2. Plan/Zoning/Dev. Department Approve Deny

Comments:

Date _____ Dept. Initials Required

3. Health Department Approve Deny

Comments:

Date _____ Dept. Initials Required

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



CITY OF OTTUMWA

Petition No.: 5101-2024

Petitioner Information:

Name: Indian Hills Community College - Taren Ferguson, CFO

Address: 525 Grandview Ave Ottumwa, IA 52501

Phone Number: (641) 683-5295 [] Petition contains the required number of signatures.

Summary of Petition:

Purchase Offer form for city owned property located at 508 North Court for \$1 for New Construction. Housing Proposal is required according to our listing on the website.

1. Engineering Department [] Approve [] Deny Date Dept. Initials Required

Comments:

2. Plan/Zoning/Dev. Department [X] Approve [] Deny Date 2/1/24 Dept. Initials Required

Comments: For new housing, \$1.00 price for BLDG TRADE PROGRAM.

3. Health Department [X] Approve [] Deny Date 2/1/24 Dept. Initials Required

Comments:

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

Petition 5101-2024



[CITY OF]

OTTUMWA

received
2.1.2024

Revised 6-30-2021

PURCHASE OFFER FORM FOR CITY OWNED PROPERTY

Check which type of property you want to purchase.

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

Address or legal description of the property 508 North Court, Ottumwa, Iowa 52501

Buyers Name, address and phone number Indian Hills Community College, 525 Grandview Ave
631-683-5295 - Taren Ferguson, CFO

Dollar amount of the offer \$1.00

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

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

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

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

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

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

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: February 20, 2024

Engineering Department
Department

Phillip Burgmeier
Prepared By
Phillip Burgmeier

Department Head

[Signature]
City Administrator Approval

AGENDA TITLE: Resolution #27-2024. Approving and authorizing the conveyance of certain real estate property to Wilson B&L, LLC.

****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 #27-2024.

DISCUSSION: In order to construct and maintain parts of the Albia Road and Quincy Avenue Roundabout, several small land acquisitions are required. This land acquisition is an exchange of real estate parcels. The City of Ottumwa is conveying 0.24 acres to Wilson B & L, LLC, located on the northeast side of the intersection of N. Quincy Ave. and Albia Road; and in exchange, Wilson B & L, LLC is conveying 0.41 acres, located on the south side of the intersection of N. Quincy Ave. and Albia Road, to the City of Ottumwa.

This transaction is a conveyance of real estate parcels and there is no monetary amount being paid by either party. Wilson B & L, LLC, has agreed to the terms and has signed the Real Estate Exchange Agreement. This Resolution will authorize the Mayor to sign this Real Estate Exchange Agreement on behalf of the City of Ottumwa.

Funding: \$500,000.00 TSIP Grant
Budgeted amount: \$600,000.00

ITEMS TO INCLUDE ON AGENDA

CITY OF OTTUMWA, IOWA

February 20, 2024

5:30 p.m.

- Public hearing on the proposal to convey certain real property to Wilson B & L, LLC
- Resolution approving and authorizing the conveyance of certain real property to Wilson B & L, LLC

IMPORTANT INFORMATION

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

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

February 20, 2024

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

Absent: _____

Vacant: _____

* * * * *

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the proposed conveyance of certain City interests in real property to Wilson B & L, LLC, and that notice of the proposed action had been published pursuant to the provisions of Section 362.3 of the Code of Iowa.

The Mayor then asked the Clerk whether any written objections had been filed by any City resident or property owner to the proposed action. The Clerk advised the Mayor and the Council that ____ written objections had been filed. The Mayor then called for oral objections and ____ were made. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

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

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

Whereupon, Council Member _____ then introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION APPROVING AND AUTHORIZING THE CONVEYANCE OF CERTAIN REAL PROPERTY TO WILSON B & L, LLC", and moved:

- that the Resolution be adopted.
- to defer action on the Resolution and the proposal to the meeting to be held at _____ .M. on the _____ day of _____, 2024, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION NO. 27-2024

RESOLUTION APPROVING AND AUTHORIZING THE
CONVEYANCE OF CERTAIN REAL PROPERTY TO WILSON
B & L, LLC

WHEREAS, the City Council of the City of Ottumwa (the "City") has received a proposal in the form of a proposed Real Estate Exchange Agreement with Wilson B & L, LLC (the "Agreement"), which Agreement proposes the conveyance of certain City-owned real property (the "City Property") to Wilson B & L, LLC in exchange for Wilson B & L, LLC's conveyance of certain property owned by Wilson B & L, LLC to the City, as described in the Agreement, under the terms and conditions set forth in the Agreement; and

WHEREAS, the proposed land exchange would further the City's planned infrastructure improvements at the Quincy-Albia intersection; and

WHEREAS, the City Property proposed to be conveyed to Wilson B & L, LLC under the Agreement is legally described as follows:

Part of Government Lot No. Two (2) in Section No. Twenty-six (26), Township Seventy-two (72) North of Range Fourteen (14), Wapello County, Iowa, described as follows: Commencing at a point one chain and ninety and one-fourth links North and Forty-five and one-fourth links East of the center of said Section Twenty-six (26); thence North One Hundred Thirty-two (132) feet; thence East One Hundred Thirty-two (132) feet; thence South One Hundred Thirty-two (132) feet; thence West One Hundred Thirty-two (132) feet to the place of beginning; also known as Lot Number Four (4) of the Auditor's Subdivision of Government Lot Number Two (2) of the Northeast Quarter (NE 1/4) of said Section. EXCEPT that part condemned by the City of Ottumwa, Iowa in Book 485, Page 921 of the records at the Wapello County Recorder's Office, described as follows:

Beginning at the Northeast Corner of Lot Number Four (4) of the Auditor's Subdivision of Government Lot Number Two (2) of the Northeast Quarter (NE 1/4) of Section No. Twenty-six (26), Township Seventy-two (72) North of Range Fourteen (14), Wapello County, Iowa; Thence S 00'58'17" E along the East line of said Lot Number Four (4) to the current North Right of Way of Albia Road a distance of 125.40 feet; Thence N 70'54'40" W along said current Northerly Right of Way a distance of 73.81 feet; Thence N 28'52'43" W to the North line of said Lot Number Four (4) a distance of 112.23 feet; Thence N 89'01'43" E along said North line to the Point of Beginning a distance of 121.86 feet.

Said parcel contains 0.24 acre and subject to easements and restrictions of record.

WHEREAS, pursuant to notice published as required by law, at this meeting, the City Council has held a hearing on the proposal to convey the City Property, and the extent of objections received from residents or property owners as to said proposed transaction has been fully considered; and, accordingly the following action is now considered to be in the best interests of

the City and residents thereof.

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

Section 1. That the City Property described herein shall be conveyed by the City to Wilson B & L, LLC in exchange for the conveyance of certain property owned by Wilson B & L, LLC to the City, as described in the Agreement, pursuant to the terms and conditions of the Agreement.

Section 2. That the form and content of the Agreement, the provisions of which are incorporated herein by reference, be and the same hereby are in all respects authorized, approved and confirmed, and the Mayor and the City Clerk be and they hereby are authorized, empowered and directed to execute, attest, seal and deliver the Agreement for and on behalf of the City in substantially the form and content now before this meeting, but with such changes, modifications, additions or deletions therein as shall be approved by such officers, and that from and after the execution and delivery of the Agreement, the Mayor and the City Clerk are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Agreement as executed, including the execution of the necessary conveyance documents.

PASSED AND APPROVED this February 20, 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 Council hereto affixed this _____ day of _____, 2024.

City Clerk, City of Ottumwa, State of Iowa

Prepared by: Jenna H.B. Sabroske, Ahlers Cooney P.C., 100 Court Ave #600, Des Moines, IA 50309 (515)243-7611
Return to: City of Ottumwa, Iowa, Attn: City Clerk, City Hall, 105 East Third St, Ottumwa, IA 52501

AFFIDAVIT

RE: Part of Government Lot No. Two (2) in Section No. Twenty-six (26), Township Seventy-two (72) North of Range Fourteen (14), Wapello County, Iowa, described as follows: Commencing at a point one chain and ninety and one-fourth links North and Forty-five and one-fourth links East of the center of said Section Twenty-six (26); thence North One Hundred Thirty-two (132) feet; thence East One Hundred Thirty-two (132) feet; thence South One Hundred Thirty-two (132) feet; thence West One Hundred Thirty-two (132) feet to the place of beginning; also known as Lot Number Four (4) of the Auditor's Subdivision of Government Lot Number Two (2) of the Northeast Quarter (NE 1/4) of said Section. EXCEPT that part condemned by the City of Ottumwa, Iowa in Book 485, Page 921 of the records at the Wapello County Recorder's Office, described as follows:

Beginning at the Northeast Corner of Lot Number Four (4) of the Auditor's Subdivision of Government Lot Number Two (2) of the Northeast Quarter (NE 1/4) of Section No. Twenty-six (26), Township Seventy-two (72) North of Range Fourteen (14), Wapello County, Iowa; Thence S 00°58'17" E along the East line of said Lot Number Four (4) to the current North Right of Way of Albia Road a distance of 125.40 feet; Thence N 70°54'40" W along said current Northerly Right of Way a distance of 73.81 feet; Thence N 28°52'43" W to the North line of said Lot Number Four (4) a distance of 112.23 feet; Thence N 89°01'43" E along said North line to the Point of Beginning a distance of 121.86 feet.

Said parcel contains 0.24 acre and subject to easements and restrictions of record.

STATE OF IOWA, COUNTY OF WAPELLO)) ss:

I, Christina Reinhard, am the City Clerk of the City of Ottumwa, Iowa ("City") in the County of Wapello, State of Iowa, and am authorized to make this Affidavit.

This Affidavit is furnished to show compliance by the City with Iowa Code Section 364.7 and Section 403.8 relative to the conveyance of an interest in the property described in the caption hereof (the "City Property") to Wilson B & L, LLC.

I certify that attached are true and complete copies of:

1. Proof of Publication of Notice of Public Hearing published as required by Iowa Code Section 362.3.
2. Resolution approving conveyance of the interest in the City Property.

WITNESS my hand hereto on _____, 2024.

Christina Reinhard, City Clerk, City of Ottumwa,
Iowa

Subscribed and sworn to before me, a notary public in and for the state of Iowa, on _____, 2024.

Notary Public
Commission Expires: _____

02301989\10981-1033

Real Estate Exchange Agreement

This Real Estate Exchange Agreement is made by and between the City of Ottumwa, Iowa (the "City") and Wilson B & L, LLC ("Wilson").

The parties agree as follows:

1. **Exchange of Property.** The City owns real estate legally described on Exhibit A (the "City Property"). Wilson owns the real estate legally described on Exhibit B (the "Wilson Property"). Exhibit C generally depicts the City Property and the Wilson Property. The City agrees to convey to Wilson the City Property, in exchange for Wilson's conveyance of the Wilson Property to the City; both conveyances subject to any easements and servient estates appurtenant thereto and subject to any zoning restrictions, easements of record, and restrictive covenants of record.

2. **Closing and Possession.** If the parties timely perform all obligations herein, closing shall occur on a date mutually agreed to between the parties on or before March 8, 2024 (the "Closing Date"). The City shall deliver possession of the City Property to Wilson on the Closing Date, and Wilson shall deliver possession of the Wilson Property to the City on the Closing Date. This transaction shall be considered closed upon the filing of all title transfer documents.

3. **Consideration.** In addition to the mutual benefit the parties will receive from the exchange of the City Property and the Wilson Property, the parties, respectively, agree to pay the following costs associated with this transaction at Closing:

a. City shall pay the following costs associated with this transaction:

- i. City's attorney's fees or other professional fees incurred by City in connection with this transaction.
- ii. Transfer taxes associated with this transaction, if any.
- iii. The cost to prepare a plat of survey or acquisition plat of the City Property.
- iv. The cost to prepare a plat of survey or acquisition plat of the Wilson Property.
- v. All recording fees for documents associated with this transaction.
- vi. The cost to prepare or update an abstract or title report for the Wilson Property.

b. Wilson shall pay the following costs associated with this transaction:

- i. Wilson's attorney's fees or other professional fees incurred by Wilson in connection with this transaction.
- ii. The cost to prepare or update an abstract or title report for the City Property.

4. **Real Estate Taxes.**

- a. City Property. The City shall pay all real estate taxes for the City Property that are due and payable as of the Closing Date and constitute a lien against the City Property, if any, including any unpaid real estate taxes for any prior years. The City shall also pay the prorated share of real estate taxes for the City Property, based upon the Closing Date, for the fiscal year in which possession is given (due and payable in the subsequent fiscal year). Wilson shall be given a credit for such proration at Closing based upon the last known actual net real estate taxes payable according to public record. The City

shall pay or discharge all special assessments which are a lien on the City Property as of the Closing Date.

- b. Wilson Property. Wilson shall pay all real estate taxes for the Wilson Property that are due and payable as of the Closing Date and constitute a lien against the Wilson Property, including any unpaid real estate taxes for any prior years. Wilson shall also pay the prorated share of real estate taxes for the Wilson Property, based upon the Closing Date, for the fiscal year in which possession is given (due and payable in the subsequent fiscal year). The City shall be given a credit for such proration at Closing based upon the last known actual net real estate taxes payable according to public record. Wilson shall pay all special assessments which are a lien on the Wilson Property as of the Closing Date.

5. **Risk of Loss and Insurance.** The City agrees to maintain any property casualty insurance it currently carries to protect against damage or destruction of the City Property until the Closing Date. Wilson agrees to maintain any property casualty insurance it currently carries to protect against damage or destruction of the Wilson Property until the Closing Date. If either property is significantly damaged or is destroyed prior to the Closing Date, then either party may terminate this Agreement by written notice to the other; provided, however, that the parties may mutually agree to proceed with the exchange despite any damage to the properties.

6. **Inspection and Disclaimer of Warranties.**

- a. Wilson acknowledges and agrees that the City is not making and has not at any time made any warranties or representations of any kind or character, express or implied, with respect to the City Property, including, but not limited to, any warranties or representations as to habitability, merchantability, fitness for a particular purpose, title, leasing, zoning, tax consequences, latent or patent physical condition, utilities, operating history or projections, valuation, governmental approvals, or the compliance of the City Property with laws. Wilson represents to the City that Wilson has conducted, or will conduct prior to Closing, any investigations of the City Property, including its physical and environmental condition, as Wilson deems necessary to satisfy itself as to the condition of the City Property. Wilson acknowledges and agrees that at the Closing, Wilson shall accept the City Property "as is, where is, with all faults." At the Closing, Wilson shall be deemed to have released the City from any claims, known or unknown, which Wilson might have asserted or alleged against the City arising out of any latent or patent physical condition of the City Property, violations of any applicable laws, and any other matters regarding the City Property.
- b. The City acknowledges and agrees that Wilson is not making and has not at any time made any warranties or representations of any kind or character, express or implied, with respect to the Wilson Property, including, but not limited to, any warranties or representations as to habitability, merchantability, fitness for a particular purpose, title, leasing, zoning, tax consequences, latent or patent physical condition, utilities, operating history or projections, valuation, governmental approvals, or the compliance of the Wilson Property with laws. The City represents to Wilson that the City has conducted, or will conduct prior to Closing, any investigations of the Wilson Property, including its physical and environmental condition, as the City deems necessary to satisfy itself as to the condition of the Wilson Property. The City acknowledges and

agrees that at the Closing, the City shall accept the Wilson Property “as is, where is, with all faults.” At the Closing, the City shall be deemed to have released Wilson from any claims, known or unknown, which the City might have asserted or alleged against Wilson arising out of any latent or patent physical condition of the Wilson Property, violations of any applicable laws, and any other matters regarding the Wilson Property.

7. **Abstract and Title.** Each party, at that party’s expense, may obtain an abstract of title or a title report to the property to be acquired by that party under this Agreement, for examination and preparation of a title opinion. If the title opinion does not show marketable title in the conveying party in conformity with this agreement, Iowa law, and the title standards of the Iowa State Bar Association, then the parties shall reasonably cooperate to remedy any defects to title. If the conveying party is unable to cure the defects to title by the Closing Date, then either party may terminate this agreement by giving ten (10) calendar days written notice to the other party. Upon Closing, each abstract shall become the property of the party acquiring the property covered by the abstract.

8. **Deed.** At Closing, each party shall convey the respective property by deed without warranty, free and clear of all liens, restrictions, and encumbrances except as permitted by this agreement.

9. **Remedies of the Parties.** If either party breaches, repudiates, or otherwise fails to timely perform this agreement, the other party’s sole and exclusive remedy will be to terminate this agreement by written notice to the other party and to recover its actual out-of-pocket expenses associated with this transaction from the City.

10. **Notice.** For a notice under this agreement to be valid, it must be in writing and must be delivered either (i) in person, (ii) via certified mail to the address noted below, or (iii) via email if the receiving party consents to receiving notice via email. All notices shall be effective upon receipt.

If to the City:

City of Ottumwa, Iowa
ATTN: Philip Rath, Administrator
105 E. 3rd Street
Ottumwa, IA 52501

If to Wilson:

Wilson B & L, LLC
ATTN: Jessica Wilson
1588 Old Hwy 34
MT Pleasant, IA 52641

11. **Time of the Essence.** In the performance of each part of this agreement, time shall be of the essence.

12. **Choice of Law.** All claims relating to this agreement shall be governed by the laws of the State of Iowa without regard to principles of conflicts of law.

13. **Forum.** The sole and exclusive jurisdiction for any action arising from or relating to this agreement shall be in the state or federal courts located in the State of Iowa.

14. **Assignment.** Neither party may transfer to any other person (i) any discretion granted under this agreement, (ii) any right under this agreement, (iii) any remedy under this agreement, or (iv) any obligation imposed under this agreement.

15. **Survival.** This agreement shall survive the Closing.

16. **Entire Agreement.** This agreement constitutes the entire understanding between the parties with respect to the subject matter of this agreement and supersedes all other agreements, whether written or oral, between the parties.

17. **Modification.** No amendment of this agreement will be effective unless it is in writing and signed by both parties.

18. **Waiver.** No waiver under this agreement will be effective unless it is in writing and signed by the party granting the waiver.

19. **Severability.** The parties agree that if a dispute between the parties arises out of this agreement, they would want the court to interpret this agreement as follows:

- a. With respect to any provision that it holds to be unenforceable, by modifying that provision to the minimum extent necessary to make it enforceable or, if that modification is not permitted by law, by disregarding that provision;
- b. If an unenforceable provision is modified or disregarded in accordance with this section, by holding that the rest of this agreement will remain in effect;
- c. By holding that any unenforceable provision will remain as written in any circumstances other than those in which the provision is held to be unenforceable; and
- d. If modifying or disregarding the unenforceable provision would result in failure of an essential purpose of this agreement, by holding the entire agreement unenforceable.

20. **Certification.** Wilson and the City each certify that they are not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Each party hereby agrees to defend, indemnify and hold harmless the other party from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to my breach of the foregoing certification.

21. **Counterpart and Electronic Signatures.** This agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. Facsimile and PDF signatures shall be given the same effect as original signatures.

The parties are signing this agreement as of the date stated in the introductory clause.

[Signature page follows]

CITY OF OTTUMWA, IOWA

WILSON B & L, LLC

By: _____
Richard W. Johnson, Mayor

By: Jessica Wilson
Print Name: JESSICA WILSON

By: _____
Christina Reinhard, City Clerk

Its: MEMBER
Date: 7th Feb 2024

Date: _____

02293990\10981-1033

EXHIBIT A
LEGAL DESCRIPTION OF "CITY PROPERTY"

Part of Government Lot No. Two (2) in Section No. Twenty-six (26), Township Seventy-two (72) North of Range Fourteen (14), Wapello County, Iowa, described as follows: Commencing at a point one chain and ninety and one-fourth links North and Forty-five and one-fourth links East of the center of said Section Twenty-six (26); thence North One Hundred Thirty-two (132) feet; thence East One Hundred Thirty-two (132) feet; thence South One Hundred Thirty-two (132) feet; thence West One Hundred Thirty-two (132) feet to the place of beginning; also known as Lot Number Four (4) of the Auditor's Subdivision of Government Lot Number Two (2) of the Northeast Quarter (NE 1/4) of said Section. EXCEPT that part condemned by the City of Ottumwa, Iowa in Book 485, Page 921 of the records at the Wapello County Recorder's Office, described as follows:

Beginning at the Northeast Corner of Lot Number Four (4) of the Auditor's Subdivision of Government Lot Number Two (2) of the Northeast Quarter (NE 1/4) of Section No. Twenty-six (26), Township Seventy-two (72) North of Range Fourteen (14), Wapello County, Iowa; Thence S 00°58'17" E along the East line of said Lot Number Four (4) to the current North Right of Way of Albia Road a distance of 125.40 feet; Thence N 70°54'40" W along said current Northerly Right of Way a distance of 73.81 feet; Thence N 28°52'43" W to the North line of said Lot Number Four (4) a distance of 112.23 feet; Thence N 89°01'43" E along said North line to the Point of Beginning a distance of 121.86 feet.

Said parcel contains 0.24 acre and subject to easements and restrictions of record.

EXHIBIT B
LEGAL DESCRIPTION OF "WILSON PROPERTY"

A tract of land being a part of Auditor's Lot 5 of Government Lot 2 of the Southwest Quarter of the Northeast Quarter and part of Auditor's Lot 3 of the Northwest Quarter of the Southeast Quarter, all in Section 26, Township 72 North, Range 14 West of the 5th P.M., Ottumwa, Iowa being more particularly described as follows:

Beginning at the Center of said Section 26; thence North 00°59'20" West 73.57 feet along the West line of said Auditor's Lot 5 to the Southerly right-of-way line of Albia Road; thence South 85°40'10" East 204.34 feet along said right-of-way line; thence South 13°42'55" West 55.70 feet; thence South 72°29'20" West 197.63 feet to the West line of said Auditor' Lot 3; thence North 00°50'15" West 55.46 feet along said West line to the Point of Beginning, containing 0.41 acres.

INDEX LEGEND:

LOCATION: PART OF LOT 4 OF THE AUDITOR'S SUBDIVISION OF GOVERNMENT LOT 2 OF THE NE 1/4 OF SECTION 26, T72N, R14W, WAPELLO COUNTY, IOWA
 REQUESTOR: CITY OF OTTUMWA, WAPELLO COUNTY, IOWA
 PROPRIETOR: CITY OF OTTUMWA
 SURVEYOR: WADE D. WAMRE, PLS
 COMPANY: SHIVE HATTERY, INC
 RETURN TO: 222 3RD AVE. SE, SUITE 300, CEDAR RAPIDS, IOWA 52401
 wwamre@shive-hattery.com
 319-364-0227

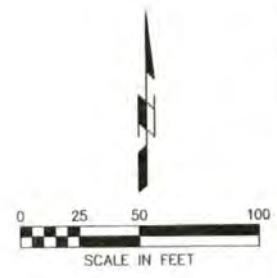
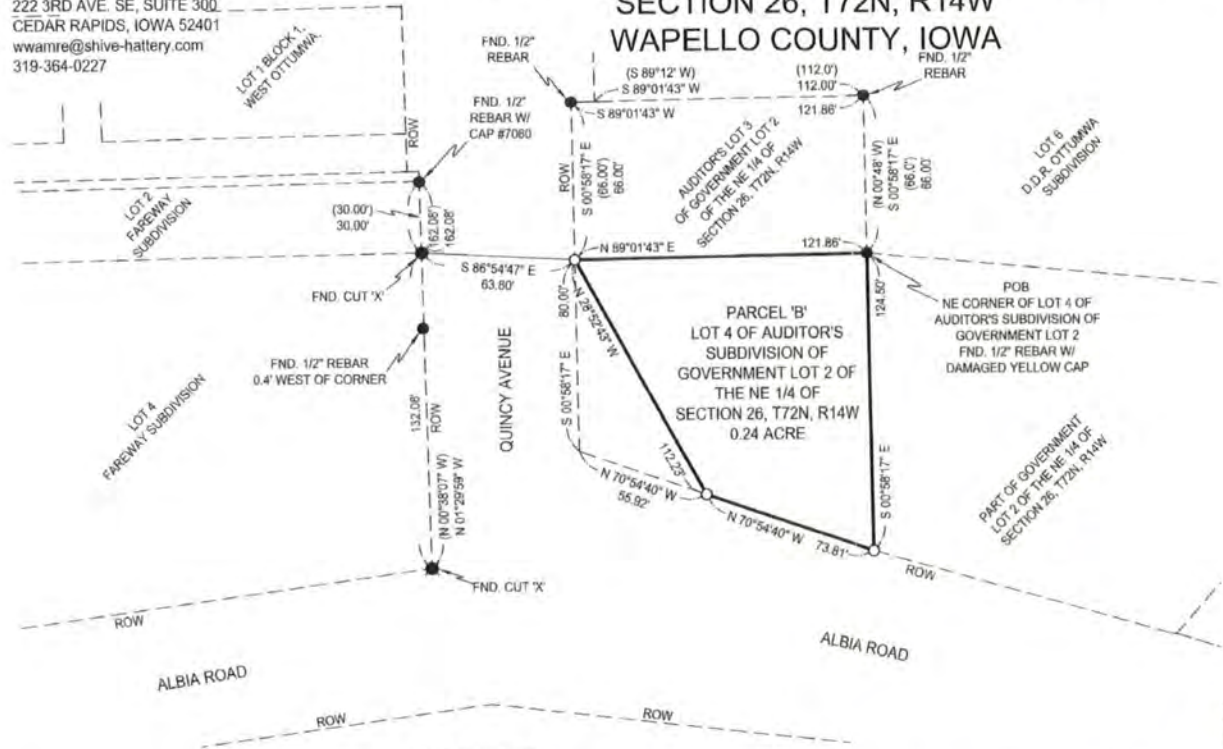
**REVISED PLAT OF SURVEY
 PARCEL 'B'
 PART OF LOT 4 OF THE AUDITOR'S SUBDIVISION
 OF GOVERNMENT LOT 2 OF THE NE 1/4 OF
 SECTION 26, T72N, R14W
 WAPELLO COUNTY, IOWA**



Document 2023 3083
 Book 2023 Page 3083 Type 11 001 Pages 1
 Date 8/31/2023 Time 8:20:44AM
 Rec Amt \$7 00

LISA KENT, RECORDER
 WAPELLO COUNTY IOWA

INDEX ✓
 CHK ✓
 SCAN ✓
 IMAG ✓
 AUD ✓



BASE OF BEARINGS:
 IOWA REGIONAL COORDINATE SYSTEM:
 ZONE 12 RED OAK - OTTUMWA
 AREA: 0.24 ACRES
 SURVEY DATE: 08-29-2022
 OWNER:
 CITY OF OTTUMWA
 105 EAST THIRD STREET
 OTTUMWA, IA 52501
 SURVEY REQUESTED BY:
 CITY OF OTTUMWA
 222 THIRD AVE. SE, SUITE 300
 OTTUMWA, IA 52501

NOTE:
 REVISED DO TO A TYPO IN THE
 PARCEL DESCRIPTION. THE
 DISTANCE FOR 124.50 FEET
 WAS LABELED AS 125.40 FEET.

SURVEYOR / CONTACT:
 WADE D. WAMRE, PLS
 SHIVE-HATTERY, INC
 222 THIRD AVE. SE, SUITE 300
 CEDAR RAPIDS, IA 52401
 319-364-0227
 wwamre@shive-hattery.com



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the Laws of the State of Iowa.
 (signature) 8/25/23 (date)
 WADE D. WAMRE, PLS
 License number: 17565
 My license renewal date is December 31, 2024
 Pages or sheets covered by this seal: 1

PARCEL DESCRIPTION:

Part of Government Lot No. Two (2) in Section No. Twenty-six (26), Township Seventy-two (72) North of Range Fourteen (14), Wapello County, Iowa, described as follows: Commencing at a point one chain and ninety and one-fourth links North and Forty-five and one-fourth links East of the center of said Section Twenty-six (26); thence North One Hundred Thirty-two (132) feet; thence East One Hundred Thirty-two (132) feet; thence South One Hundred Thirty-two (132) feet; thence West One Hundred Thirty-two (132) feet to the place of beginning; also known as Lot Number Four (4) of the Auditor's Subdivision of Government Lot Number Two (2) of the Northeast Quarter (NE 1/4) of said Section. EXCEPT that part condemned by the City of Ottumwa, Iowa in Book 485, Page 921 of the records at the Wapello County Recorder's Office, described as follows:
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SURVEY LEGEND

- MONUMENT AS NOTED
- ⊗ FOUND CUT 'X'
- SET 5/8\"/>

SHIVEHATTERY
 ARCHITECTURE + ENGINEERING
 Iowa | Illinois | Indiana | Missouri
 https://www.shive-hattery.com

DATE	08/23/2023	SCALE	1\"/>
DRAWN		FIELD BOOK	
APPROVED		REVISION	
DESCRIPTION	PLAT OF SURVEY, PARCEL 'B' OF PART OF LOT 4 OF AUDITOR'S SUBDIVISION OF GOVERNMENT LOT 2 OF THE NE 1/4 OF SECTION 26, T72N, R14W, WAPELLO COUNTY, IOWA		
PROJECT NO.	1207810		
ISSUED FOR	1 OF 1		

INDEX LEGEND	
LOCATION:	AUDITOR'S LOT 5 OF GOVT LOT 2 IN SW-NE & AUDITOR'S LOT 3 IN NW-SE OF SEC. 26-72-14
PROPRIETOR:	WILSON B&L LLC
REQUESTED BY:	CITY OF OTTUMWA
PREPARED BY:	BOBBY J. MADDALENO
COMPANY:	GARDEN & ASSOCIATES, LTD.
RETURN TO:	P.O. BOX 451, OSKALOOSA, IOWA 52577



GARDEN & ASSOC.

RESERVED FOR RECORDER'S USE
P.O. Box 451, Oskaloosa, Iowa 52577-0451 Phone: (641)672-2526

ACQUISITION PLAT

Parcel A being a part of Auditor's Lot 5 of Government Lot 2 of the Southwest Quarter of the Northeast Quarter and part of Auditor's Lot 3 of the Northwest Quarter of the Southeast Quarter, all in Section 26 - Township 72 North - Range 14 West of the 5th P.M., Ottumwa, Iowa being more particularly described as follows:

Beginning at the Center of said Section 26; thence North 00°59'20" West 73.57 feet along the West line of said Auditor's Lot 5 to the Southerly right-of-way line of Albia Road; thence South 85°40'10" East 204.34 feet along said right-of-way line; thence South 13°42'55" West 55.70 feet; thence South 72°29'20" West 197.63 feet to the West line of said Auditor's Lot 3; thence North 00°50'15" West 55.46 feet along said West line to the Point of Beginning, containing 0.41 acres.

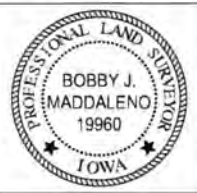


C:\Users\bjm\OneDrive\Documents\Survey\10 - 2024\Lot 5 of Auditor's Lot 5 of Section 26-72-14 - Ottumwa\10-2024\10-2024-01-17-2024.dwg

DATE OF FIELDWORK: JAN. 17, 2024
BASIS OF BEARINGS: IOWA RCS, ZONE 9

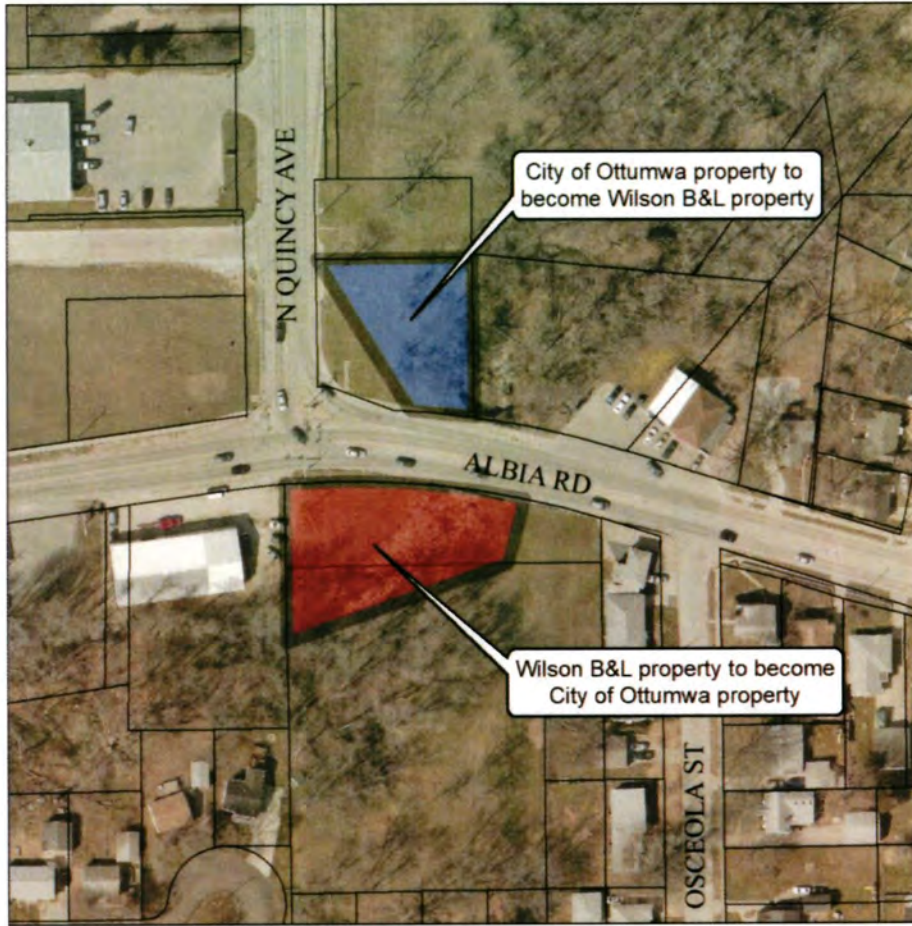
I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Bobby J. Maddaleno, P.L.S. Date
License number: 19960
My license renewal date is December 31, 2025
Pages or sheets covered by this seal:



CITY OF OTTUMWA PARCEL A OF AUDITOR'S LOT 5 IN SW-NE & AUDITOR'S LOT 3 IN NW-SE OF SEC. 26-72-14 OTTUMWA, IOWA		
DATE: 1/18/24	DRN: BJM	APP:
FLD.BK:	PROJ. NO. 6023376	

EXHIBIT C
GENERAL DEPICTION OF CITY PROPERTY AND WILSON PROPERTY



CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: February 20, 2024

Engineering
Department

Phillip Burgmeier
Prepared By
Phillip Burgmeier

Department Head

Phillip Burgmeier
City Administrator Approval

AGENDA TITLE: Resolution #47-2024. Approving the Environmental Information Document for a State Revolving Fund (SRF) Loan for the Phase 8 Division 3 Sewer Separation Project, and authorizing the Mayor to sign.

 ****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 #47-2024.

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 hearing is to discuss the results of the Environmental Review.

This project will separate sanitary and storm sewers in the general area of Center Avenue, Jefferson Street, Grant Street, and Morrell Drive. It is listed on the SRF Intended Use Plan (IUP). Estimated construction cost is \$13,300,000. This project is not anticipated to affect user rates as LOST funds will be used to service the loan.

Estimated Funding for the Project:

SRF Loan: \$13,300,000

RESOLUTION #47-2024

A RESOLUTION APPROVING THE ENVIRONMENTAL INFORMATION DOCUMENT FOR A STATE REVOLVING FUND (SRF) LOAN FOR THE PHASE 8 DIVISION 3 SEWER SEPARATION PROJECT AND AUTHORIZING THE MAYOR TO SIGN

WHEREAS, This is one of the required steps in the process to secure SRF funding for the Phase 8, Division 3, Blake's Branch sewer separation project; and

WHEREAS, No objections to the document were received;

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA THAT: The State Revolving Fund (SRF) Environmental Information Document for the above referenced project is hereby approved and the Mayor is authorized to sign said document.

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

CITY OF OTTUMWA, IOWA

Richard W. Johnson, Mayor

ATTEST:

Christina Reinhard, City Clerk

Why You Should Read This: The document below reviews the environmental impact likely from a project. This project is planned to be federally funded through your tax dollars; therefore, you are entitled to take part in its review. If you have concerns about the environmental impact of this project, raise them now. We encourage public input in this decision making process.



IOWA STATE REVOLVING FUND
ENVIRONMENTAL INFORMATION DOCUMENT

PROJECT IDENTIFICATION

Applicant: City of Ottumwa

SRF Number: S2019-0263B

County: Wapello

Iowa DNR Project Number: CS192097201

Ottumwa Blake's Branch Sewer Separation Phase Division 3

State: Iowa

COMMUNITY DESCRIPTION

Location: The City of Ottumwa is located in Wapello County approximately 22 miles southeast of Oskaloosa, Iowa and 42 miles west of Mount Pleasant, Iowa.

Population: The population of Ottumwa according to the 2010 US Census was 25,045. The overall City of Ottumwa population has remained relatively level for the past several decades. A planning period of 50 years and annual growth rate of 0.5% is assumed for this project. A review of the 2010 Census Tracts indications that Blake's Branch Drainage Basin has approximately 5,912 residents. It is estimated that 25% of the City's population resides within Blake's Branch Drainage.

Existing Combined Sewer System: Blake's Branch box is a combined sewer starting at the Des Moines River near S. Vine Street. The box is approximately 8,000 linear feet and extends north past the intersection of Pennsylvania and Jefferson Street. The box was built in the early 1900s, constructed of brick, approximately 8 feet in height, and 10 feet in width with an arched top. Blake's Branch Basin is generally bounded by Alta Vista Avenue to the north, N. Elm Street to the east, Main Street to the south, and Court Street to the west. There are several sewers in the area that are combined sanitary and storm sewers connected directly to the Blake's Branch brick box.

Alta Vista Avenue is the approximate high point and the topography slopes down to the north toward Grandview Avenue. This area consists of a sanitary sewer gravity pipe network that collects and directs flow to a wet well near the intersection of Grandview Avenue and N. Elm Street. The sanitary sewer is pumped through a force main pipe to a manhole near the intersection of Pike Road and N. Elm Street. The sanitary

sewer travels by gravity pipe to Blake's Branch Box just north of the intersection of Jefferson Street and Pennsylvania Avenue.

According to the National Institute of Health: In dry weather, a combined sewer system sends a town's entire volume of waste-water to a sewage plant, which treats and discharges it into a waterway. Rain and snowmelt, however, can fill up a combined sewer. Combined sewers have been specifically designed with escape overflow pipes so that the mixture of sewage and stormwater doesn't back up into buildings, including homes. The resulting combined sewer overflow (CSO) dumps raw sewage into lakes, rivers, and coastal waters, potentially harming public health and the environment. Basement backups of untreated wastewater can also occur when the combined sewer system is overloaded as a result of a rainfall event, also posing a human health and safety hazard.

PROJECT DESCRIPTION

Purpose: The purpose of this project is to prevent untreated wastewater from being released to the environment, prevent basement backups, and reduce the influence of storm water on the sewer system to safely and reliably operate this portion of the City of Ottumwa's wastewater collection system for at least the next 20 years.

The proposed project is Phase 8 of the Blake's Branch Sewer Separation included in the Long Term Control Plan dated February 11, 2011 and agreed upon between the City of Ottumwa and State of Iowa Department of Natural Resources in Administrative Consent Order No. 2011-WW-14. Phase 8 of this project will eliminate Blake's Branch CSO #4 and convert Blake's Branch Box to strictly stormwater flows under the Long Term Control Plan.

Proposed Improvements: The proposed project will separate the combined sewer in the Blake's Branch drainage area by constructing a new sanitary sewer. This project will involve the construction of approximately 6,000 linear feet of sanitary sewer, 8,500 linear feet of storm sewer, 7,500 linear feet of water main, 35 blocks of paving, and all necessary connections and appurtenances.

Receiving Stream: The treated wastewater from wastewater treatment plant, as well as untreated flows from the CSOs, discharge to the Des Moines River. The Des Moines River has a stream designation of A1, B(WW1), HH.

Class A1 waters are primary contact recreational use waters in which recreational or other uses may result in prolonged and direct contact with the water, involving considerable risks of ingesting water in quantities sufficient to pose a health hazard. Such activities would include, but not be limited to, swimming, diving, water skiing, and water contact recreational canoeing.

Waters designated Class B(WW1) are those in which temperature, flow and other habitat characteristics are suitable to maintain warm water game fish populations along with a resident aquatic community that includes a variety of native nongame fish and invertebrate species. These waters generally include border rivers, large interior rivers, and the lower segments of medium-size tributary streams.

Waters designated Class HH are those in which fish are routinely harvested for human consumption or waters both designated as a drinking water supply and in which fish are routinely harvested for human consumption.

ALTERNATIVES CONSIDERED

Alternatives Considered: The elimination of combined sewer overflows into the Des Moines River from Blake's Branch brick sewer box requires construction of a separate pipe improvement project. It is not feasible to construct a cost-effective separate storm sewer pipe system within the drainage basin and it is not desirable to use the brick box as a sanitary sewer. Therefore, the alternatives presented are based on constructing a separate sanitary sewer pipe system at two different locations within the drainage basin.

Alternative 1 consists of the construction of a new 36-inch diameter separate sanitary trunk sewer within existing street rights-of-way as much as practicable to minimize acquisition of permanent sewer easements. This alternative will utilize the existing 8-foot x 10-foot Blake's Branch brick box as a separate storm sewer and will construct either a new storm sewer or sanitary sewer pipe laterals within side street rights-of-ways depending on existing pipe diameter. It is anticipated the existing lateral sewers will be used as a sanitary sewer pipe as initial review of the existing pipe diameter indicates it would be undersized for storm sewer flows, and new lateral storm sewers will need to be constructed.

Alternative 2 is the same scope of work as Alternative 1 except this alternative will construct a new 36-inch diameter separate sanitary trunk sewer adjacent to Blake's Branch brick box. The existing Blake's Branch box was constructed in the existing drainage and covered with dirt to be flush with adjacent land. The alignment of the box indicates structures have been constructed either on top or right adjacent the box over the years (i.e. parcel west of Birch north of Plum Street, parcel west of Norris street near N. Jefferson Street, parcel north of Jefferson, several houses west of Jefferson Street, etc.). Alternative 2 will require acquisition of permanent easements and in some cases purchase of parcels with residential structures. The acquisition of permanent easements and parcels with structures will add cost and time to the construction schedule.

Reasons for Selection of Proposed Alternative: The No-Action alternative is not viable due to the DNR Consent Administrative Order to eliminate the combined sewer and the human and environmental health and safety hazards posed by CSOs and basement backups. Alternative 1 is selected as the best viable option to minimize acquisition of permanent easements and therefore reduce cost and time for acquiring easements. The proposed project site was selected for the availability of land (majority right-of-way), engineering criteria, accessibility, as well as minimization of the impacts to the environment.

MEASURES TAKEN TO ASSESS IMPACT

Coordination and Documentation with Other Agencies and Special Interest Groups: The following Federal, state and local agencies were asked to comment on the proposed project to better assess the potential impact to the environment:

- U.S. Army Corps of Engineers
- U.S. Fish and Wildlife Service
- State Historical Society of Iowa (State Historical Preservation Office)
- Iowa DNR Conservation and Recreation Division
- Iowa DNR Flood Plain Management Section
- Citizen Band Potawatomi Indian Tribe
- Flandreau Santee Sioux
- Ho-Chunk Nation
- Iowa Tribe of Kansas and Nebraska
- Iowa Tribe of Oklahoma

Kickapoo Tribe in Kansas
Kickapoo Tribe of Oklahoma
Lower Sioux Indian Community Council
Miami Tribe of Oklahoma
Omaha Tribal Council
Osage Tribal Council
Otoe-Missouria Tribe
Pawnee Nation of Oklahoma
Peoria Tribe of Indians of Oklahoma
Ponca Tribe of Indians of Oklahoma
Ponca Tribe of Nebraska
Prairie Band Potawatomi Nation
Prairie Island Indian Community
Sac & Fox Nation of Mississippi in Iowa
Sac & Fox Nation of Missouri
Sac & Fox Nation of Oklahoma
Santee Sioux Nation
Shakopee Mdewakanton Sioux Community
Sisseton-Wahpeton Oyate
Spirit Lake Tribal Council
Three Affiliated Tribes Mandan, Hidatsa & Arikara Nations
Upper Sioux Tribe
Winnebago Tribal Council
Yankton Sioux Tribal Business and Claims Committee
Ottumwa Historic Preservation Commission

No adverse comments were received from any agencies or general public to date. Conditions placed on the applicant by the above agencies in order to assure no significant impact are included in the Summary of Reasons for Concluding No Significant Impact section.

ENVIRONMENTAL IMPACT SUMMARY

Construction: Traffic patterns within the community may be disrupted and above normal noise levels in the vicinity of the construction equipment can be anticipated during construction and should be a temporary problem. Adverse environmental impacts on noise quality will be handled by limited hours of contractor work time during the day. Other adverse environmental effects from construction activities will be minimized by proper construction practices, inspection, prompt cleanup, and other appropriate measures. Areas temporarily disturbed by the construction will be restored. Solid wastes resulting from the construction project will be regularly cleared away with substantial efforts made to minimize inconvenience to area residents.

Care will be taken to maintain dirt to avoid erosion and runoff. The proposed project will disturb one or more acres of soil; therefore, the applicant is required to obtain an NPDES General Permit Number 2 (for storm water discharge associated with construction activities) and abide by its terms. Provided that this permit is obtained and the terms of which are abided by, no significant impact to surface water quality, fish, shellfish, wildlife, or their natural habitats is expected.

Temporary air quality degradation may occur due to dust and fumes from construction equipment. The applicant shall take reasonable precautions to prevent the discharge of visible emissions of fugitive dusts beyond the lot line of the property during the proposed project (567 Iowa Administrative Code IAC 23.3(2)“c”).

Historical/Archaeological: Various Native American tribes with an interest in the area and the Certified Local Government were provided information regarding the project. A Phase I Archeological investigation of the proposed project area was completed and a historic architecture survey is currently underway. Results from this investigation will be submitted to the State Historical Preservation Office (SHPO) for review. The project will only proceed as planned if a determination of either “no historic properties affected” or “no adverse effect on historic properties” can be appropriately reached with or without mitigation. However, if project activities uncover any item(s) that might be of archaeological, historical, or architectural interest, or if important new archaeological, historical, or architectural data should be encountered in the project APE, the applicant should make reasonable efforts to avoid further impacts to the property until an assessment can be made by an individual meeting the Secretary of the Interior’s professional qualifications standards (36 CFR Part 61).

Environmental: According to the Iowa DNR Conservation and Recreation Division, the proposed project will not interfere with any State-owned parks, recreational areas or open spaces. The U.S. Army Corps of Engineers concurs that the project will not impact wetlands. The project will not impact any wild and scenic rivers as none exist within the State of Iowa. The U.S. Fish & Wildlife Service Section 7 Technical Assistance website consultation determined, and Iowa DNR Conservation and Recreation Division agree, that the project will not impact protected species or their habitats provided that any tree cutting is conducted between October 1 and March 31 to avoid impacting endangered bats. However, if any State- or Federally-listed threatened or endangered species or communities are found during the planning or construction phases, additional studies and/or mitigation may be required. According to the Iowa DNR Flood Plain Management Section, this project will not impact the 100-year floodplain. No adverse impacts are expected to result from this project, such as those to surface water quantity, or groundwater quality or quantity. Therefore, no significant impact to surface water quality, fish, shellfish, wildlife, or their natural habitats is expected.

Land Use and Trends: The project will not displace population nor will it alter the character of existing residential areas. The proposed project is within the present corporate limits of Ottumwa in areas zoned residential, commercial, or industrial. No significant farmlands will be impacted. project should not impact population trends as the presence or absence of existing water/sewer infrastructure is unlikely to induce significant alterations in the population growth or distribution given the myriad of factors that influence development in this region. Similarly, this project is unlikely to induce significant alterations in the pattern and type of land use.

Irreversible and Irretrievable Commitment of Resources: Fuels, materials, and various forms of energy will be utilized during construction

Nondiscrimination: All programs, projects, and activities undertaken by DNR in the SRF programs are subject to federal anti-discrimination laws, including the Civil Rights Act of 1964, section 504 of the Rehabilitation Act of 1973, and section 13 of the Federal Water Pollution Control Amendments of 1972. These laws prohibit discrimination on the basis of race, color, national origin, sex, disability, or age.

POSITIVE ENVIRONMENTAL EFFECTS TO BE REALIZED FROM THE PROPOSED PROJECT

Positive environmental effects will be improved treatment of the wastewater from the City of Ottumwa, compliance with effluent discharge permit limits, reduced discharge of the pollutants and nutrients to the receiving stream, and improved water quality in the receiving stream.

SUMMARY OF REASONS FOR CONCLUDING NO SIGNIFICANT IMPACT

- The project will not significantly affect the pattern and type of land use (industrial, commercial, agricultural, recreational, residential) or growth and distribution of population.
- The project will not conflict with local, regional or State land use plans or policies.
- The project will not impact wetlands provided the terms of Nationwide Permit #12 are abided by.
- The project will not affect threatened and endangered species or their habitats provided that any tree cutting is conducted between October 1 and March 31 to avoid impacting endangered bats. If any State- or Federally-listed threatened or endangered species or communities are found during the planning or construction phases, additional studies and/or mitigation may be required.
- The project will not displace population, alter the character of existing residential areas, or convert significant farmlands to non-agricultural purposes.
- The project will not affect the 100-year flood plain provided all necessary floodplain development permits, state and local, are obtained and the terms of which are abided by
- The project will not have effect on parklands, preserves, other public lands, or areas of recognized scenic or recreational value.
- A Phase I Archeological investigation of the proposed project area was completed and a historic architecture survey is currently underway. Results from this investigation will be submitted to the State Historical Preservation Office for review. The project will only proceed as planned if a determination of either "no historic properties affected" or "no adverse effect on historic properties" can be appropriately reached with or without mitigation.
- The project will not have a significant adverse effect upon local ambient air quality provided the applicant takes reasonable precautions to prevent the discharge of visible emissions of fugitive dusts beyond the lot line of the property during the proposed project (567 IAC 23.3(2)"c").
- The project will not have a significant adverse effect upon local ambient noise levels, surface water quantity, groundwater quality or quantity, or water supply.
- No significant impact to surface water quality, fish, shellfish, wildlife, or their natural habitats is expected provided that an NPDES General Permit Number 2 (for storm water discharge associated with construction activities) is obtained and the terms of which are abided by.

The project description, scope, and anticipated environmental impacts detailed above are accurate and complete to the best to my knowledge.

Signature of the Mayor, City of Ottumwa

Date

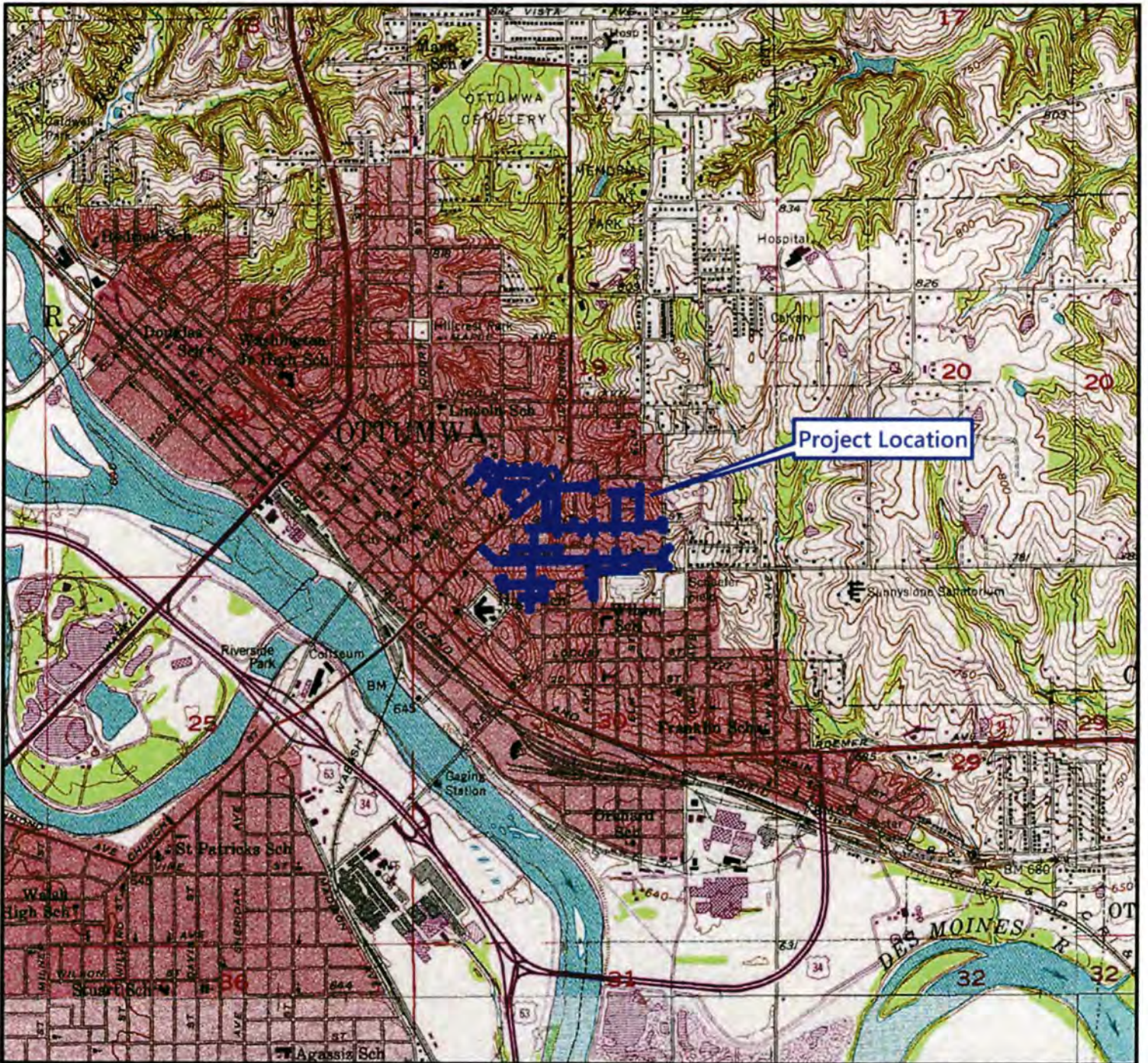
Printed Name of the Mayor, City of Ottumwa



USGS Topographic Map




PARTNERSHIP WITH THE IOWA FINANCE AUTHORITY AND THE IOWA DEPARTMENT OF NATURAL RESOURCES

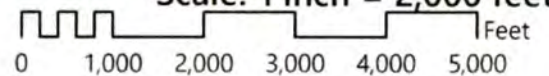


Blake's Branch Sewer Separation
Ottumwa, Iowa

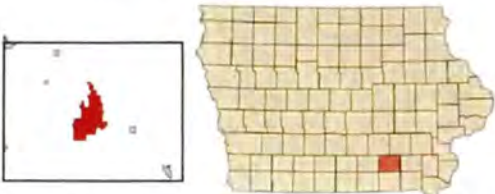
Legend

 Project Area

Scale: 1 inch = 2,000 feet



USGS 7.5 Minute Quadrangle: Ottumwa North
Section: 19, 30, Township: 72 N, Range: 13 W
Date: 1976



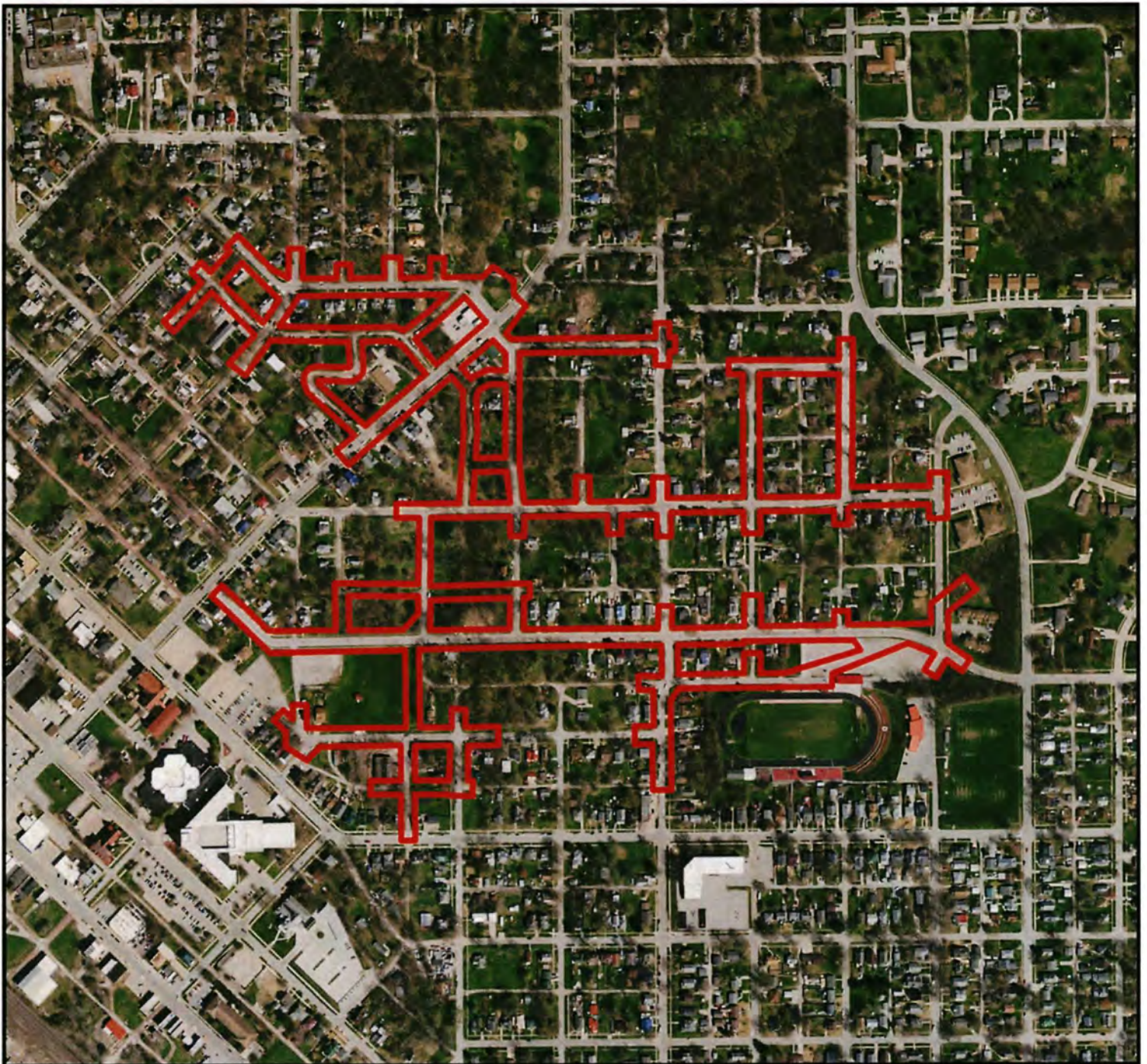
Wapello County. Image source: Wikipedia, 2023.



Aerial Photograph




PARTNERSHIP WITH THE IOWA FINANCE AUTHORITY
AND THE IOWA DEPARTMENT OF NATURAL RESOURCES

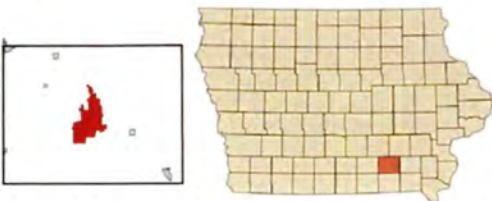
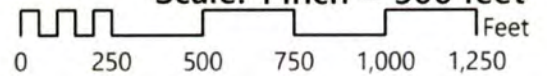


**Blake's Branch Sewer Separation
Ottumwa, Iowa**

Legend

 Project Area

Scale: 1 inch = 500 feet



**USGS 7.5 Minute Quadrangle: Ottumwa North
Section: 19, 30, Township: 72 N, Range: 13 W
Date: 04.09.2016**

Wapello County. Image source: Wikipedia, 2023.

received
2-15-24 11:30
Item No. F.-3.

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: February 20, 2024

Engineering
Department

Phillip Burgmeier
Prepared By
Phillip Burgmeier

Department Head

[Signature]

City Administrator Approval

AGENDA TITLE: Resolution #48-2024. Approving the Plans, Specifications, Form of Contract and Estimated Cost for the South Milner Street Reconstruction 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 #48-2024.

DISCUSSION: The project will consist of full width, full depth reconstruction of South Milner Street from West Hand Avenue to Portafield Street. The project will include the installation of new storm sewer system to separate the existing combined system.

Bids will be received and opened by the City of Ottumwa on March 13, 2024 at 2:00 p.m. The bid report and bid award recommendation will be presented at the City Council meeting on March 19, 2024, or at a later date as determined by staff.

Funding: \$1,240,000.00

Estimated Cost: \$1,256,326.00

RESOLUTION #48-2024

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

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

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

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

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

CITY OF OTTUMWA, IOWA

Richard W. Johnson, Mayor

ATTEST:

Christina Reinhard, City Clerk

2/8/24

Public Notices

**CITY OF OTTUMWA
SECTION 00010
NOTICE OF
PUBLIC HEARING**

The City Council of Ottumwa, Iowa, will hold a public hearing on the proposed Plans and Specifications, form of contract and estimate of cost for the construction of said improvements described in general as **South Milner Street Reconstruction Project, Ottumwa, Iowa at 5:30 o'clock p.m. on February 20, 2024**, at the Bridge View Center, 102 Church Street, Ottumwa, Iowa. At said hearing any interested person may appear and file objections thereto or to the cost of the improvements. At the hearing, the City will receive and consider any objections made by any interested party, to the Plans and Specifications, proposed form of Contract, and the estimate of cost for the project.

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

The project will consist of full width, full depth reconstruction of South Milner Street from West Hand Avenue to Portafield Street. The project will include the installation of new storm sewer system to separate the existing combined system.

All work and materials are to be in strict compliance with the Plans and Specifications prepared by Garden and Associates, Ltd. which together with the proposed form of contract and estimate of cost have heretofore been approved by the City and are now on file for public examination in the office of the Clerk, and are by this reference made a part hereof as though fully set out and in-

Public Notices

corporated herein.
CITY OF OTTUMWA, IOWA
By: Rick Johnson, Mayor
ATTEST:
Christina Reinhard, City Clerk
Published: February 8, 2024

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: February 20, 2024

Engineering
Department

Phillip Burgmeier
Prepared By
PH Burgmeier
Department Head

[Signature]
City Administrator Approval

AGENDA TITLE: Resolution #49-2024. Approving the Plans, Specifications, Form of Contract and Estimated Cost for the Asphalt Street Repair Program 2024.

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

RECOMMENDATION: Pass and adopt Resolution #49-2024.

DISCUSSION: This project is for our annual asphalt street repair program, which started in 2003, and is used to set unit price costs. This contract will run through the end of calendar year 2024.

Bids will be received and opened by the City of Ottumwa on March 13, 2024 at 2:00 p.m. The bid report and bid award recommendation will be presented at the City Council meeting on March 19, 2024, or at a later date as determined by staff.

Streets scheduled for overlay: East Main Street from Foster Park east approximately 1000' and Herman Avenue from Main Street to Branham Avenue. Additional streets overlays will depend on what route RAGBRAI takes.

Funding Source: Road Use Fund – Street Maintenance

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

RESOLUTION #49-2024

A RESOLUTION APPROVING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT,
AND ESTIMATED COST FOR THE 2024 ASPHALT STREET REPAIR PROGRAM

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

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

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

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

CITY OF OTTUMWA, IOWA

Richard W. Johnson, Mayor

ATTEST:

Christina Reinhard, City Clerk

2/8/24

**CITY OF OTTUMWA
SECTION 00010
NOTICE OF
PUBLIC HEARING**

The City Council of Ottumwa, Iowa, will hold a public hearing on the proposed Plans and Specifications, form of contract and estimate of cost for the construction of said improvements described in general as **"Asphalt Street Repair Program 2024, Ottumwa, Iowa"** at 5:30 o'clock p.m. on **February 20, 2024** in the Council Chambers, City Hall, Ottumwa, Iowa. At said hearing any interested person may appear and file objections thereto or to the cost of the improvements. At the hearing, the City will receive and consider any objections made by any interested party, to the Plans and Specifications, proposed form of Contract, and the estimate of cost for the project.

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

Mill, patch and overlay certain streets in Ottumwa. The first 10 loads of millings are to be delivered to the city yard on Gateway Drive.

All work and materials are to be in strict compliance with the Plans and Specifications prepared by the City of Ottumwa Engineering Department which together with the proposed form of contract and estimate of cost have heretofore been approved by the City and are now on file for public examination in the office of the Clerk, and are by this reference made a part hereof as though fully set out and incorporated herein.

CITY OF OTTUMWA, IOWA
By: Richard W. Johnson
Mayor

ATTEST:

Christina Reinhard, City Clerk
Published: February 8, 2024

received
2-15-24 9AM

Quincy

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: February 20, 2024

Phillip Burgmeier
Prepared By

Engineering Department
Department

Phil Burgmeier
Department Head

Rp Rk
City Administrator Approval

AGENDA TITLE: Resolution #50-2024. Approving the Plans, Specifications, Form of Contract and Estimated Cost for the Albia Road North Quincy Avenue Roundabout 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 #50-2024.

DISCUSSION: The purpose of this Public Hearing is to inform area residents and other interested persons of the proposed project design, anticipated project costs and adopt plans and specifications. Citizen concerns with the project, if any, will be addressed at this Public Hearing.

The City of Ottumwa was awarded a Traffic Safety Improvement Program grant for the Albia-Quincy intersection because of its high crash history. The award is for \$500,000 which is the maximum amount available. The proposed roundabout will improve safety for motorist and pedestrian traffic.

Bids will be received and opened by the City of Ottumwa on March 13, 2024 at 2:00 p.m. The bid report and bid award recommendation will be presented at the City Council meeting on March 19 2024, or at a later date as determined by staff.

Funding: \$500,000.00 TSIP grant, balance from Road Use and LOST

Estimate: \$699,000

Source of Funds: TSIP Grant /Road Use/LOST

Budgeted Item: Yes

Budget Amendment Needed: No

RESOLUTION #50-2024

A RESOLUTION APPROVING THE PLANS, SPECIFICATIONS,
FORM OF CONTRACT, AND ESTIMATED COST FOR THE
ALBIA ROAD AND NORTH QUINCY AVENUE ROUNDABOUT PROJECT

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

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

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

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

CITY OF OTTUMWA, IOWA

Richard W. Johnson, Mayor

ATTEST:

Christina Reinhard, City Clerk

2/8/24

**CITY OF OTTUMWA
SECTION 00010
NOTICE OF
PUBLIC HEARING**

The City Council of Ottumwa, Iowa, will hold a public hearing on the proposed Plans and Specifications, form of contract and estimate of cost for the construction of said improvements described in general as **"Albia Road and North Quincy Avenue Roundabout, Ottumwa, Iowa"** at 5:30 o'clock p.m. on **February 20, 2024**, at the Bridge View Center, 102 Church Street, Ottumwa, Iowa. At said hearing any interested person may appear and file objections thereto or to the cost of the improvements. At the hearing, the City will receive and consider any objections made by any interested party, to the Plans and Specifications, proposed form of Contract, and the estimate of cost for the project.

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

Construction of a 115' roundabout which will serve as a traffic calming measure. Splitter islands will be installed to reduce the intersection speeds and notify motorists of the intersection. Improvements will also provide for accommodations for pedestrians and bicyclists and will aid in providing acceptable gaps. The proposed improvements are expected to result in safer intersections and reduce the number of injury crashes per year.

All work and materials are to be in strict compliance with the Plans and Specifications prepared by the City of Ottumwa Engineering Department which together with the proposed form of contract and estimate of cost have heretofore been approved by the City and are now on file for public examination in the office of the Clerk, and are by this reference made a part hereof as though fully set out and incorporated herein.

CITY OF OTTUMWA, IOWA
By: Richard W. Johnson
Mayor

ATTEST:
Christina Reinhard, City Clerk
Published: February 8, 2024

received
2-15-24 1pm

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of : Feb 20, 2024

Finance
Department

Jessica Kinser
Prepared By
Jessica Kinser
Department Head



City Administrator Approval

AGENDA TITLE: RESOLUTION 51-2024 INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED
\$6,000,000 GENERAL OBLIGATION CAPITAL LOAN NOTES

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

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

RECOMMENDATION: Approve the resolution as presented.

DISCUSSION: This resolution providing authority for the City to pre-levy a property tax for future borrowing purposes as part of the FY2025 budget. Approving this resolution allows the City to have the funds on hand to pay any principal and interest for a borrowing to be done for FY25. Any borrowing has to be done with a separate set of public hearings and legal proceedings.

This resolution is to set a public hearing for the items that are on the proposed borrowing list that are considered essential corporate purpose. Essential corporate purpose debt is for basic city services such as street repair and construction, solid waste, sanitary sewer and water works

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed: No

construction and repair, equipping of police, fire and ambulance services, nuisance abatement, and a variety of other reasons described in Code of Iowa Chapter 384.24(3) (Iowa League of Cities). The items from the 2024 Proposed Borrowing list under this purpose include the following:

- Demolition Program: \$893,200
- Cemetery Office and Maintenance Building: \$1,875,000
- Ottumwa Cemetery Paving: \$50,000
- Court Lighting in Troeger and Ottumwa Parks: \$20,000
- Police Public Safety Cameras/Access Points: \$13,350
- Police Drones & Accessories: \$19,500
- Police Bidirectional Turning Target Standards: \$15,500
- Police Taser 10 Implementation: \$72,900
- Police Vehicle Replacement: \$270,000
- Engineering BNSF Levee Closure: \$1.3 million
- Fire Vehicle #308 Replacement: \$900,000
- Fire HazMat Vehicle Replacement: \$65,000

Also included in this borrowing is the \$290,000 for the downtown development projects. This can only be borrowed for with an amendment to the urban renewal plan. These total nearly \$5.58 million in total projects. The \$6 million authority provides some cushion for setting the authority at which the borrowing for these projects could happen.

As of now, the proposed borrowing would not come before the City Council until May and June with bond proceeds to be received after July 1st. Discussion of what to borrow will likely occur in April.

ITEMS TO INCLUDE ON AGENDA FOR FEBRUARY 20, 2024

CITY OF OTTUMWA, IOWA

Not to Exceed \$6,000,000 General Obligation Capital Loan Notes (ECP-1)

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

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

February 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:

Absent: _____

Vacant: _____

* * * * *

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$6,000,000 General Obligation Capital Loan Notes, in order to provide funds to pay the costs of equipping the police, street and fire departments; the acquisition, restoration, or demolition of abandoned, dilapidated, or dangerous buildings, structures or properties; the acquisition, construction, reconstruction, and improvement of all waterways and real and personal property useful for the protection or reclamation of property situation within the corporate limits of cities from floods or high waters, and for the protection of property in cities from the effects of flood waters, including the construction, reconstruction and repair of levees; the construction, reconstruction, and repairing of any streets, sidewalks, storm sewers, sanitary sewers, water service lines, street lighting, and traffic control devices, including the acquisition of any real estate needed for any of the foregoing purposes; the acquisition and improvement of real estate for cemeteries, and the construction, reconstruction and repair of cemetery facilities; and the rehabilitation and improvements of City parks, including facilities, equipment and improvements commonly found in City parks, for essential corporate purposes, and that notice of the proposed action by the Council to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes had been published as provided by Sections 384.24A and 384.25 of the Code of Iowa.

The Mayor then asked the Clerk whether any written objections had been filed by any resident or property owner of the City to the issuance of the Notes. The Clerk advised the Mayor and the Council that _____ written objections had been filed. The Mayor then called for oral objections to the issuance of the Notes and _____ were made. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

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

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

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

Whereupon, Council Member _____ introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$6,000,000 GENERAL OBLIGATION CAPITAL LOAN NOTES", and moved:

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, 2024, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION NO. 51-2024

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$6,000,000 GENERAL OBLIGATION CAPITAL
LOAN NOTES

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$6,000,000 General Obligation Capital Loan Notes, for the essential corporate purposes, in order to provide funds to pay the costs of equipping the police, street and fire departments; the acquisition, restoration, or demolition of abandoned, dilapidated, or dangerous buildings, structures or properties; the acquisition, construction, reconstruction, and improvement of all waterways and real and personal property useful for the protection or reclamation of property situation within the corporate limits of cities from floods or high waters, and for the protection of property in cities from the effects of flood waters, including the construction, reconstruction and repair of levees; the construction, reconstruction, and repairing of any streets, sidewalks, storm sewers, sanitary sewers, water service lines, street lighting, and traffic control devices, including the acquisition of any real estate needed for any of the foregoing purposes; the acquisition and improvement of real estate for cemeteries, and the construction, reconstruction and repair of cemetery facilities; and the rehabilitation and improvements of City parks, including facilities, equipment and improvements commonly found in City parks, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$6,000,000 General Obligation Capital Loan Notes, for the foregoing essential corporate purposes.

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

PASSED AND APPROVED this 20th day of February, 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 Council hereto affixed this _____ day of _____, 2024.

City Clerk, City of Ottumwa, State of Iowa

(SEAL)

received
2-15-24 1pm

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of : Feb 20, 2024

Finance
Department

Jessica Kinser
Prepared By
Jessica Kinser
Department Head



City Administrator Approval

AGENDA TITLE: RESOLUTION 52-2024 INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED
\$700,000 GENERAL OBLIGATION CAPITAL LOAN NOTES

****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 resolution as presented.

DISCUSSION: This resolution providing authority for the City to pre-levy a property tax for future borrowing purposes as part of the FY2025 budget. Approving this resolution allows the City to have the funds on hand to pay any principal and interest for a borrowing to be done for FY25. Any borrowing has to be done with a separate set of public hearings and legal proceedings.

This resolution is to set a public hearing for the items that are on the proposed borrowing list that are considered general corporate purpose, not-to-exceed \$700,000. General corporate purpose debt is for things

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed: No

not considered basic city services, like facilities and facility improvements among a number of other things and can be found in Iowa Code 384.24(4).

The items from the 2024 Proposed Borrowing list under this general corporate purpose include all of the Bridgeview Center items/improvements, including the following:

- LED Video Board/Signage: \$185,000
- Roof Repairs: \$40,000
- Combination Oven: \$60,000
- Theater Improvements: \$45,000
- Exterior Waterproofing/Access: \$75,000
- Ramp/Stairs Replacement: \$15,000

These total \$420,000. The \$700,000 authority provides the maximum authority available as a general corporate purpose bond.

As of now, the proposed borrowing would not come before the City Council until May and June with bond proceeds to be received after July 1st. Discussion of what to borrow will likely occur in April.

ITEMS TO INCLUDE ON AGENDA FOR FEBRUARY 20, 2024

CITY OF OTTUMWA, IOWA

Not to Exceed \$700,000 General Obligation Capital Loan Notes (GCP-2)

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

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

February 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:

Absent: _____

Vacant: _____

* * * * *

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$700,000 General Obligation Capital Loan Notes, in order to provide funds to pay the costs of the acquisition, construction, reconstruction improvement and equipping of recreation buildings, including the Bridgeview Center, for general corporate purposes, and that notice of the proposed action by the Council to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes and the right to petition for an election had been published as provided by Sections 384.24A and 384.26 of the Code of Iowa, and the Mayor then asked the City Clerk whether any petition had been filed in the Clerk's Office, in the manner provided by Section 362.4 of the Code of Iowa, and the Clerk reported that no such petition had been filed, requesting that the question of issuing the Notes be submitted to the qualified electors of the City.

The Mayor then asked the Clerk whether any written objections had been filed by any resident or property owner of the City to the issuance of the Notes. The Clerk advised the Mayor and the Council that _____ written objections had been filed. The Mayor then called for oral objections to the issuance of the Notes and _____ were made. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

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

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

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

Whereupon, Council Member _____ introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$700,000 GENERAL OBLIGATION CAPITAL LOAN NOTES", and moved:

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, 2024, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION NO. 52-2024

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$700,000 GENERAL OBLIGATION CAPITAL LOAN
NOTES

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$700,000 General Obligation Capital Loan Notes, for the general corporate purposes, in order to provide funds to pay the costs of the acquisition, construction, reconstruction improvement and equipping of recreation buildings, including the Bridgeview Center, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and no petition was filed calling for a referendum thereon. The following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$700,000 General Obligation Capital Loan Notes, for the foregoing general corporate purposes.

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

PASSED AND APPROVED this 20th day of February, 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 Council hereto affixed this _____ day of _____, 2024.

City Clerk, City of Ottumwa, State of Iowa

(SEAL)

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 20, 2024

Finance
Department

Jessica Kinser
Prepared By
Jessica Kinser
Department Head



City Administrator Approval

AGENDA TITLE: RESOLUTION 53-2024 INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED
\$700,000 GENERAL OBLIGATION CAPITAL LOAN NOTES

****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 resolution as presented.

DISCUSSION: This resolution providing authority for the City to pre-levy a property tax for future borrowing purposes as part of the FY2025 budget. Approving this resolution allows the City to have the funds on hand to pay any principal and interest for a borrowing to be done for FY25. Any borrowing has to be done with a separate set of public hearings and legal proceedings.

This resolution is to set a public hearing for the items that are on the proposed borrowing list that are considered general corporate purpose, not-to-exceed \$700,000. General corporate purpose debt is for things

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed: No

not considered basic city services, like facilities and facility improvements among a number of other things and can be found in Iowa Code 384.24(4).

The items from the 2024 Proposed Borrowing list including the following:

- Financial Software: \$250,000
- South Fire Flooring Replacement: \$10,000
- IT Back-up Server Replacement: \$32,500
- MCG Fiber & Network Equipment: \$183,000
- IT Server (2) Replacement: \$155,000
- IT Tier 2 SAN Purchase: \$19,500

These total \$650,000. The \$700,000 authority provides the maximum authority available as a general corporate purpose bond.

As of now, the proposed borrowing would not come before the City Council until May and June with bond proceeds to be received after July 1st. Discussion of what to borrow will likely occur in April.

ITEMS TO INCLUDE ON AGENDA FOR FEBRUARY 20, 2024

CITY OF OTTUMWA, IOWA

Not to Exceed \$700,000 General Obligation Capital Loan Notes (GCP-3)

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

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

February 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:

Absent: _____

Vacant: _____

* * * * *

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$700,000 General Obligation Capital Loan Notes, in order to provide funds to pay the costs of the acquisition, construction, reconstruction, improvement and equipping of City Hall, the Fire Station and other city facilities and buildings, including for technology upgrades and software, for general corporate purposes, and that notice of the proposed action by the Council to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes and the right to petition for an election had been published as provided by Sections 384.24A and 384.26 of the Code of Iowa, and the Mayor then asked the City Clerk whether any petition had been filed in the Clerk's Office, in the manner provided by Section 362.4 of the Code of Iowa, and the Clerk reported that no such petition had been filed, requesting that the question of issuing the Notes be submitted to the qualified electors of the City.

The Mayor then asked the Clerk whether any written objections had been filed by any resident or property owner of the City to the issuance of the Notes. The Clerk advised the Mayor and the Council that _____ written objections had been filed. The Mayor then called for oral objections to the issuance of the Notes and _____ were made. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

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

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

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

Whereupon, Council Member _____ introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$700,000 GENERAL OBLIGATION CAPITAL LOAN NOTES", and moved:

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, 2024, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION NO. 53-2024

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$700,000 GENERAL OBLIGATION CAPITAL LOAN
NOTES

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$700,000 General Obligation Capital Loan Notes, for general corporate purposes, in order to provide funds to pay the costs of the acquisition, construction, reconstruction, improvement and equipping of City Hall, the Fire Station and other city facilities and buildings, including for technology upgrades and software, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and no petition was filed calling for a referendum thereon. The following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$700,000 General Obligation Capital Loan Notes, for the foregoing general corporate purposes.

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

PASSED AND APPROVED this 20th day of February, 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 Council hereto affixed this _____ day of _____, 2024.

City Clerk, City of Ottumwa, State of Iowa

(SEAL)

received
2.15.24 1pm

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 20, 2024

Finance
Department

Jessica Kinser
Prepared By
Jessica Kinser
Department Head



City Administrator Approval

AGENDA TITLE: RESOLUTION 54-2024 AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2024, AND LEVYING A TAX FOR THE PAYMENT THEREOF

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

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

RECOMMENDATION: To approve the resolution as presented.

DISCUSSION: This resolution is confusing in how it reads. The City Council is authorizing a pre-levy of property taxes as part of the debt service tax levy by approving this resolution. A pre-levy is necessary to pay any principal and interest due in the first year unless there are other funds available. At this time, there are not other funds due to the deficit position of the Debt Service Fund. For FY25, this would authorize the City to list \$290,100. Please note this amount slightly higher than what was previously entered on the long term debt worksheet to calculate the taxes. The amount for the deficit in the Debt Service Fund has been reduced to keep the total tax levy as presented at \$20.80779.

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed: No

ITEMS TO INCLUDE ON AGENDA FOR FEBRUARY 20, 2024

CITY OF OTTUMWA, IOWA

General Obligation Capital Loan Notes, Series 2024

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

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

February 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:

Absent: _____

Vacant: _____

* * * * *

Council Member _____ introduced the following Resolution entitled "RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2024, AND LEVYING A TAX FOR THE PAYMENT THEREOF", and moved that the same be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

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

RESOLUTION NO. 54-2024

RESOLUTION AUTHORIZING THE ISSUANCE OF
GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES
2024, AND LEVYING A TAX FOR THE PAYMENT THEREOF

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

WHEREAS, the Issuer is in need of funds to pay costs of equipping the police, street and fire departments; the acquisition, restoration, or demolition of abandoned, dilapidated, or dangerous buildings, structures or properties; the acquisition, construction, reconstruction, and improvement of all waterways and real and personal property useful for the protection or reclamation of property situated within the corporate limits of cities from floods or high waters, and for the protection of property in cities from the effects of flood waters, including the construction, reconstruction and repair of levees; the construction, reconstruction, and repairing of any streets, sidewalks, storm sewers, sanitary sewers, water service lines, street lighting, and traffic control devices, including the acquisition of any real estate needed for any of the foregoing purposes; the acquisition and improvement of real estate for cemeteries, and the construction, reconstruction and repair of cemetery facilities; and the rehabilitation and improvements of City parks, including facilities, equipment and improvements commonly found in City parks; the acquisition, construction, reconstruction improvement and equipping of recreation buildings, including the Bridgeview Center; and the acquisition, construction, reconstruction improvement and equipping of City Hall, the Fire Station and other city facilities and buildings, including for technology upgrades and software (the "Project"), and it is deemed necessary and advisable that General Obligation Capital Loan Notes, Series 2024, in the aggregate amount of not to exceed \$7,400,000 be issued; and

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

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

Section 1. Authorization of the Issuance. General Obligation Capital Loan Notes, Series 2024, in the amount of \$6,860,000 shall be issued pursuant to the provisions of Iowa Code Sections 384.24A, 384.25, 384.26 and 384.28 for the purposes covered by the hearing.

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

AMOUNT	FISCAL YEAR (JULY 1 TO JUNE 30) YEAR OF COLLECTION
\$290,100	2024/2025
\$288,350	2025/2026
\$286,600	2026/2027
\$284,850	2027/2028
\$973,100	2028/2029
\$947,200	2029/2030
\$921,300	2030/2031
\$895,400	2031/2032
\$869,500	2032/2033
\$843,600	2033/2034
\$817,700	2034/2035
\$791,800	2035/2036
\$765,900	2036/2037

Principal and interest coming due at any time when the proceeds of the tax on hand are insufficient to pay the amount due shall be promptly paid when due from current funds available for that purpose and reimbursement must be made.

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

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

PASSED AND APPROVED this 20th day of February, 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 Council hereto affixed this _____ day of _____, 2024,

City Clerk, City of Ottumwa, State of Iowa

(SEAL)

COUNTY AUDITOR'S CERTIFICATE

I, _____, County Auditor of Wapello County, State of Iowa, hereby certify that on the _____ day of _____, 2024 there was filed in my office the Resolution of the City Council of the City of Ottumwa, State of Iowa, adopted on the 20th day of February, 2024, the Resolution authorizing execution of a Loan Agreement and authorizing the issuance of General Obligation Capital Loan Notes, Series 2024, and levying a tax therefor.

(COUNTY SEAL)

County Auditor of Wapello County, State of
Iowa

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 20, 2024

Planning & Development
Department

Zach Simonson
Prepared By
Zach Simonson
Department Head



City Administrator Approval

AGENDA TITLE: Public Hearing -- Renew Downtown Self-Supporting Municipal Improvement District (SSMID)

Public hearing required if this box is checked.

RECOMMENDATION: Receive public comment. No Council action necessary.

DISCUSSION: Chapter 386 of the Code of Iowa provides for the development of districts in which tax is levied for improvements within that district. Such a district was established for the Downtown District effective July 1, 2019. That district is due to expire, and a timely petition has been filed which seeks to renew the district.

A petition has been prepared which reflects the signatures of more than

Source of Funds:

Budgeted Item: Budget Amendment Needed:

25% of all property owners within the proposed district as well as an assessed value equal to at least 25% of the property in the district. Staff has reviewed the petition and it appears to meet initial requirements, exceeding both thresholds.

At the December 4th, 2023 Regular Plan and Zoning Commission meeting, the Commission issued a report recommending that the SSMID be renewed for a further seven years. Further, public hearing notices were mailed to all property owners in the proposed boundaries of the SSMID district inviting them to participate in this public hearing.

If approved, properties in the district would pay an additional property tax of \$1.00/thousand in Zone 1, \$2.00/thousand in Zone 2 and \$3.00/thousand in Zone 3. These funds are used for projects to benefit the district as determined by the SSMID committee. Previous projects include trash enclosures for district businesses, the electric maintenance cart for Main Street Ottumwa, dog waste bags near trashcans, ashtray replacement and support for the Business Builder Academy.

At least 30 days after this public hearing, the Council may consider an ordinance to reestablish the SSMID district for a further seven years. There is a resolution later in the meeting that memorializes the actions taken to date in this process and sets staff to prepare that ordinance.

CERTIFICATE OF MAILING OF NOTICES

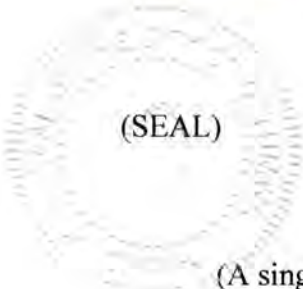
22 I, the undersigned, City Clerk of the City of Ottumwa, Iowa, do hereby certify that on the 22 day of January, 2024, I caused there to be deposited and mailed by certified mail by the United States Post Office at Ottumwa, Iowa, properly stamped and addressed, a copy of the following-described notice, each in the form attached hereto, to each property owner within the Downtown Ottumwa Self-Supported Municipal Improvement District (SSMID).

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF OTTUMWA IN THE STATE OF IOWA, ON THE MATTER OF A PETITION TO RE-ESTABLISH AND CONTINUE THE DOWNTOWN OTTUMWA SELF-SUPPORTING MUNICIPAL IMPROVEMENT DISTRICT

Attached hereto is a list of the property owners to whom the above was mailed.

WITNESS my hand and the seal of said City at Ottumwa, Iowa, this 22 day of January, 2024.

Christina Reinhard
City Clerk, Ottumwa, Iowa



(SEAL)

(A single duplicate copy of the notice as mailed should be attached to this Certificate.)

Attachments: (1) Copy of form of notice sent to each property owner; and (2) List of property owners with mailing address.



[CITY OF]
O T T U M W A

January 22, 2024

RE: Public Hearing for Self-Supporting Municipal Improvement District

To whom it may concern:

You have previously received notice for a public hearing regarding renewing the Downtown Ottumwa Self-Supporting Municipal Improvement District. You may have noted that the year provided on the previous notice was incorrect. The hearing has been rescheduled to February 20, 2024. A new, corrected notice is provided.

Thank you for your attention.

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 PUBLIC HEARING OF THE CITY COUNCIL OF THE
CITY OF OTTUMWA IN THE STATE OF IOWA, ON THE MATTER
OF A PETITION TO RE-ESTABLISH AND CONTINUE THE
DOWNTOWN OTTUMWA SELF-SUPPORTING MUNICIPAL
IMPROVEMENT DISTRICT

NOTICE IS HEREBY GIVEN that there is now on file for public inspection in the office of the City Clerk of the City of Ottumwa, Iowa, a Petition seeking to re-establish and continue a Self-Supported Municipal Improvement District pursuant to Chapter 386 of the Code of Iowa (the "Act"), to be known as the Downtown Ottumwa Self-Supported Municipal Improvement District" (the "Proposed District").

The City Council will meet on the February 20, 2024, at 5:30 P.M. at the Bridge View Center, 102 Church St., Ottumwa, Iowa, for the purpose of holding a public hearing on the Petition proposing the re-establishment and continuance of the Proposed District. At that time and place, the City Council will hear all owners of property in the Proposed District or residents of the City desiring to express their views with respect to the re-establishment and continuance of the Proposed District.

The purposes for which the Proposed District is to be established shall be the undertaking of actions and the design and construction of any and all improvements authorized by the Act and the performance of administration, redevelopment and revitalization of the Proposed District, as authorized by the Act, any and all of which actions and improvements are intended to benefit the property within the Proposed District. General priorities set out in the Petition include enhanced maintenance and cleaning of public spaces in the Proposed District, development and management of activities in support of marketing, business retention and attraction, and capital, physical or other improvements designed to enhance the image and appearance of the Proposed District.

A consolidated description of the property within the Proposed District is as follows:

All property from the intersection of N. Marion Street and W. 4th Street, east to N. Market Street, south to E. 3rd Street, east to N. Jefferson Street, south to the river, west to the south of Marion Street, north to W. 4th Street, including one property at 302 W. Main Street west of Marion Street.

The complete list of property parcel numbers to be included within the Proposed District is included in the Petition, which is on file in the office of the City Clerk.

The Petition also provides for the re-establishment and continuance of a Self-Supported Municipal Improvement District Operation Fund and the levy of an annual tax with respect to such fund upon all the property, as defined in the Act, within the Proposed District, excluding property

assessed as residential property for property tax purposes, for a period of seven fiscal years, starting with the fiscal year that will begin on July 1, 2025.

The Petition divides the property in the Proposed District into three zones, and the maximum rates of tax that may be levied thereon in any year shall not exceed \$1.00 per \$1,000 of taxable value of Property in Zone 1; \$2.00 per \$1,000 of taxable value of property in Zone 2; and \$3.00 per \$1,000 of taxable value of property in Zone 3.

This notice is given by order of the City Council of the City of Ottumwa in the State of Iowa, as provided by Section 362.3, Code of Iowa.

Dated this 22nd day of January, 2024 2024.

City Clerk, City of Ottumwa, State of Iowa

Firststar Bank Ottumwa
Ryan Pts Dept 908
PO Box 460169
Houston, TX 77056

Ace Properties LLC
14005 Keb Lane
Ottumwa, IA 52501

Voyles Property Management LLC
21813 Ridge Rd
Blakesburg, IA 52536

Optimae Lifeservices Inc
226 W Main St, Ste 201
Ottumwa, IA 52501

Kelly Reed Real Estate LC
PO Box 1733
Ottumwa, IA 52501

Brian Simpson
1608 Houston St
Austin, TX 78756

Jyoti Raj Adhikari
50 E Madison
Fairfield, IA 52556

Brookwood Gas & Convenience
ATTN: Jennifer Fermanao
138 Conant St
Beverly, MA 01915

McCune & Reed, Inc
119 N Washington
Ottumwa, IA 52501

Lloyd Alan Cramer
206 W North
Bloomfield, IA 52537

Jay Chehargoga LLC
222 W Second St
Ottumwa, IA 52501

Mal LC
PO Box 473
Ottumwa, IA 52501

Thomson Property Tax Services
PO Box 2609
Carlsbad, CA 92018

Rafael or Silvia Ochoa
108 S Moore St
Ottumwa, IA 52501

Lyle Vice
123 N Jefferson
Ottumwa, IA 52501

Joshua L Gettings
226 E Second St
Ottumwa, IA 52501

Garrett Krause
315 E Second
Ottumwa, IA 52501

Jeannie M Ades
303 E Second St
Ottumwa, IA 52501

Molly Myers Nauman
167 W Alta Vista
Ottumwa, IA 52501

Bryan or Connie Lee
1904 N Court
Ottumwa, IA 52501

Tilford Manary
2738 N Court
Ottumwa, IA 52501

Kristie S Durflinger
420 E Main
Agency, IA 52530

Van Mor Properties LLC
3612 150th Ave
Ottumwa, IA 52501

Newspaper Holdings Inc
C/O Cnhi LLC
201 Monroe St Ste 450
Montgomery, AL 36104

Sinclair Communications LLC
PO Box 1475
Cockeysville, MD 21030

Otilia Aguilar
21214 Martin St
Carson, CA 90745

Parkview Plaza LTD
107 E Second St
Ottumwa, IA 52501

Rigoberto Leon
907 M Ave
Kalona, IA 52247

Lick Creek Inc
4338 180th Ave
Ottumwa, IA 52501

Gary E Coberley
390 E Rochester
Ottumwa, IA 52501

Morgan or Julaine Weston
547 Leighton
Ottumwa, IA 52501

Derek or Claudia Gates
345 E Rochester
Ottumwa, IA 52501

William Scott Pierce
Janice Marie Pierce
PO Box 130
Ottumwa, IA 52501

Dennis Hohn Trust
21 Birchwood Heights
Ottumwa, IA 52501

David or Debra Truitt
127 E Second
Ottumwa, IA 52501

River Hills Community Health
216 S Market
PO Box 458
Ottumwa, IA 52501

Bailey Office Outfitters LLC
123 E Second
PO Box 661
Ottumwa, IA 52501

Zingg Law LLC
104 S Court St
PO Box 493
Ottumwa, IA 52501

Trinity Court LLC
17229 15th St
Drakesville, IA 52552

Omn Lc
PO Box 878
Ottumwa, IA 52501

Nudak Ventures LLC
126 N Main Street
Conrad, IA 50621

Lori R Mason
8582 97th Ave
Ottumwa, IA 52501

Schwartz Insurance Inc
106 W Second
Ottumwa, IA 52501

Phillip or Erin Naylor
151 Vogel
Ottumwa, IA 52501

Gary M Short
10284 95th Ave
Ottumwa, IA 52501

Cgre, LLC
111 W Second
Ottumwa, IA 52501

L & M Rentals LLC
11010 48th St
Ottumwa, IA 52501

Bryan and Katlyn Goldsmith
81 Woodshire Dr
Ottumwa, IA 52501

Fred or Carolyn Jenkins
334 E Main St
Ottumwa, IA 52501

Gevock Real Estate LLC
10603 Bladensburg Rd
Ottumwa, IA 52501

Appanoose Rapids Mercantile LLC
David Orlando Nino-Liu
334 E Fifth St
Ottumwa, IA 52501

Michael or Robin Stewart
3362 Lake Rd
Ottumwa, IA 52501

IES Utilities Company
4902 N Biltmore LN Suite 1000
Madison, WI 53718-2148

Rippling Waters Property
Development LLC
PO Box 634
Ottumwa, IA 52501

Jesse Leon
908 N Court
Ottumwa, IA 52501

Ottumwa Community School
District
1112 N Van Buren
Ottumwa, IA 52501

Jeffrey E Lunsford
424 N Ash
Ottumwa, IA 52501

Christner Properties LLC
17587 US Hwy 34
Ottumwa, IA 52501

Solomon A Habtesion
324 W Fifth
Ottumwa, IA 52501

Ramon Lopez Carrillo
746 Lake Rd
Ottumwa, IA 52501

Center For Student Services
2000 James St STE 215
Coralville, IA 52241

Zachary Simonson
427 Elmdale Ave
Ottumwa, IA 52501

R G Property LLC
215 E Fourth St
Ottumwa, IA 52501

Matthew or Michelle Johnston
12313 145th Ave
Ottumwa, IA 52501

Lidtko Estates LLC
210 E Pennsylvania
Ottumwa, IA 52501

Arellano, Filiberto
1721 N Third St
Oskaloosa, IA 52577

Potentials Inc
228 E Main
Ottumwa, IA 52501

Mark Alan Altfillisch
UND 1/2 Int - Trustee
226 E Main St
Ottumwa, IA 52501

The Gettings Group LLC
226 E Second St
Ottumwa, IA 52501

Paul and Linda Dobson - Trustees
2031 Greenwood Dr
Ottumwa, IA 52501

Bridge City Rentals LLC
2840 N Court
Ottumwa, IA 52501

Hendred Properties LLC
705 N Ash
Ottumwa, IA 52501

Greater Ottumwa Partners in
Progress Inc
217 E Main
Ottumwa, IA 52501

McKee Coins Inc
213 E Main
Ottumwa, IA 52501

Blunt Investments LLC
639 Mill St240
Ottumwa, IA 52501

Bret or Georgia Geiger
PO Box 1507
Ottumwa, IA 52501

City Of Ottumwa
105 E Third
Ottumwa, IA 52501

SS II Real Estate LLC
1863 Raes Creek Dr
Bolingbrook, IL 60490

A & Ls Properties LLC
14007 Commissary Dr
Ottumwa, IA 52501

Acc 106 LLC
3161 SE 22nd St
Des Moines, IA 50320

Chris or Patricia Smith
1405 N Elm
Ottumwa, IA 52501

z
2031 Greenwood DR
Ottumwa, IA 52501

z
126 E Manning
Ottumwa, IA 52501

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126 E Manning
Ottumwa, IA 52501

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110 E Third
Ottumwa, IA 52501

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110 E Third
Ottumwa, IA 52501

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110 E Third
Ottumwa, IA 52501

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2704 Kenwood
Ottumwa, IA 52501

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419 N. Court
Ottumwa, IA 52501

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419 N. Court
Ottumwa, IA 52501



community

Public Notices

**CITY OF FREMONT, IOWA
Budget Workshop
Meeting Minutes
January 25, 2024**

The Fremont City Council met at City Hall for a budget workshop January 25, 2024 at 8:30 p.m.

Attending: Dollie Horn, Sherril Baxter, Zach Neff, Travis Albertson, Deana Hamilton, Nancy Reed, Barbara DeGeest was absent.

Guests: Greg Horn.

Expenditures for the 2024/2025 Budget year were discussed. Council reviewed budgets expenditures from FY24 in comparison with possible expenditures for FY25. The city discussed a new plow truck, snow blower for the tractor, removal of a couple of trees, a street project, and additional cost of insurance. Albertson motioned to adjourn, seconded by Horn. Ayes: Horn, Neff, Hamilton, Albertson. Meeting adjourned at 8:00 p.m.

Signed:
Sherril Baxter, Mayor
Attest:
Nancy Reed, City Clerk
Published: February 8, 2024

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF OTTUMWA IN THE STATE OF IOWA, ON THE MATTER OF A PETITION TO RE-ESTABLISH AND CONTINUE THE DOWNTOWN OTTUMWA SELF-SUPPORTING MUNICIPAL IMPROVEMENT DISTRICT NOTICE IS HEREBY GIVEN that there is now on file for public inspection in the office of the City Clerk of the City of Ottumwa, Iowa, a Petition seeking to re-establish and continue a Self-Supported Municipal Improvement District pursuant to Chapter 386 of the Code of Iowa (the "Act"), to be known as the Downtown Ottumwa Self-Supported Municipal Improvement District ("the Proposed District"). The City Council will meet on the February 20, 2024, at 5:30 P.M. at the Bridge View Center, 102 Church St., Ottumwa, Iowa, for the purpose of holding a public hearing on the Petition proposing the re-establishment and continuance of the Proposed District. At that time and place, the City Council will hear all owners of property in the Proposed District or residents of the City desiring to express their views with respect to the re-establishment and continuance of the Proposed District. The purposes for which the Proposed District is to be established shall be the undertaking of actions and the design and construction of any and all improvements authorized by the Act and the performance of administration, redevelopment and revitalization of the Proposed District, as authorized by the Act, any and all of which actions and improvements are intended to benefit the property within the Proposed District. General priorities set out in the Petition include enhanced maintenance and cleaning of public spaces in the Proposed District, development and management of activities in support of marketing, business retention and attraction, and capital, physical or other improvements designed to enhance the image and appearance of the Proposed District. A consolidated description of the property within the Proposed District is as follows: All property from the intersection of N. Marion Street and W. 4th Street, east to N. Market Street, south to E. 3rd Street,

Public Notices

value of Property in Zone 1; \$2.00 per \$1,000 of taxable value of property in Zone 2; and \$3.00 per \$1,000 of taxable value of property in Zone 3. This notice is given by order of the City Council of the City of Ottumwa in the State of Iowa, as provided by Section 362.3, Code of Iowa. Dated this 16 day of January 2024. Christina Reinhard City Clerk, City of Ottumwa, State of Iowa

**CITY OF OTTUMWA
SECTION 0010
NOTICE OF
PUBLIC HEARING**

The City Council of Ottumwa, Iowa, will hold a public hearing on the proposed Plans and Specifications, form of contract and estimate of cost for the construction of said improvements described in general as "Albia Road and North Quincey Avenue Roundabout, Ottumwa, Iowa" at 5:30 o'clock p.m. on February 20, 2024, at the Bridge View Center, 102 Church Street, Ottumwa, Iowa. At said hearing any interested person may appear and file objections thereto or to the cost of the improvements. At the hearing, the City will receive and consider any objections made by any interested party, to the Plans and Specifications, proposed form of Contract, and the estimate of cost for the project.

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

Construction of a 115' roundabout which will serve as a traffic calming measure. Splitter islands will be installed to reduce the intersection speeds and notify motorists of the intersection. Improvements will also provide for accommodations for pedestrians and bicyclists and will aid in providing acceptable gaps. The proposed improvements are expected to result in safer intersections and reduce the number of injury crashes per year.

All work and materials are to be in strict compliance with the Plans and Specifications prepared by the City of Ottumwa Engineering Department which together with the proposed form of contract and estimate of cost have heretofore been approved by the City and are now on file for public examination in the office of the Clerk, and are by this reference made a part hereof as though fully set out and incorporated herein.

CITY OF OTTUMWA, IOWA
By: Richard W. Johnson
Mayor

ATTEST:
Christina Reinhard, City Clerk
Published: February 8, 2024

**CITY OF OTTUMWA
SECTION 0010
NOTICE OF
PUBLIC HEARING**

The City Council of Ottumwa, Iowa, will hold a public hearing on the proposed Plans and Specifications, form of contract and estimate of cost for the construction of said improvements described in general as "Asphalt Street Repair Program 2024, Ottumwa, Iowa" at 5:30 o'clock p.m. on February 20, 2024 in the Council Chambers, City Hall, Ottumwa, Iowa. At said hearing any interested person may appear and file objections thereto or to the cost of the improvements. At the hearing, the City will receive and consider any objections made by any interested party, to the Plans and Specifications, proposed form of Contract, and the estimate of cost for the project.

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

Mill, patch and overlay certain streets in Ottumwa. The first 10 loads of millings are to be delivered to the city

Public Notices

AL OBLIGATION CAPITAL LOAN NOTES OF THE CITY (FOR ESSENTIAL CORPORATE PURPOSES), AND THE HEARING ON THE 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 20th day of February, 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 Agreement and the issuance of not to exceed \$8,000,000 General Obligation Capital Loan Notes, for essential corporate purposes, to provide funds to pay the costs of equipping the police, street and fire departments; the acquisition, restoration, or demolition of abandoned, dilapidated, or dangerous buildings, structures or properties; the acquisition, construction, reconstruction, and improvement of all waterways and real and personal property useful for the protection or reclamation of property situated within the corporate limits of cities from floods or high waters, and for the protection of property in cities from the effects of flood waters, including the construction, reconstruction and repair of levees; the construction, reconstruction, and repairing of any streets, sidewalks, storm sewers, sanitary sewers, water service lines, street lighting, and traffic control devices, including the acquisition of any real estate needed for any of the foregoing purposes; the acquisition and improvement of real estate for cemeteries, and the construction, reconstruction and repair of cemetery facilities; and the rehabilitation and improvements of City parks, including facilities, equipment and improvements commonly found in City parks. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund. 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 the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the City thereunder or will abandon the proposal to issue said Notes. 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. Dated this 6 day of February, 2024. Christina Reinhard City Clerk, City of Ottumwa, State of Iowa

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 AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$700,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY (FOR GENERAL CORPORATE PURPOSES), AND THE HEARING ON THE 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 20th day of February, 2024, at 5:30 P.M., at 102 Church Street, Ottumwa, Iowa, 52501, at which meeting the Council proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$700,000 General Obligation Capital Loan Notes, for general corporate purposes, bearing interest at a rate of not to exceed nine (9) per centum per annum, the Notes to be issued

Public Notices

the Notes to evidence the obligation of the City thereunder or will abandon the proposal to issue said Notes. 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 384.26 of the Code of Iowa. Dated this 6 day of February, 2024. Christina Reinhard City Clerk, City of Ottumwa, State of Iowa

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 AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$700,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY (FOR GENERAL CORPORATE PURPOSES), AND THE HEARING ON THE 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 20th day of February, 2024, at 5:30 P.M., at 102 Church Street, Ottumwa, Iowa, 52501, at which meeting the Council proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$700,000 General Obligation Capital Loan Notes, for general corporate purposes, bearing interest at a rate of not to exceed nine (9) per centum per annum, the Notes to be issued to provide funds to pay the costs of the acquisition, construction, reconstruction, improvement and equipping of City Hall, the Fire Station and other city facilities and buildings, including for technology upgrades and software. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund. At any time before the date of the meeting, a petition, asking that the question of issuing such Notes be submitted to the legal voters of the City, may be filed with the Clerk of the City in the manner provided by Section 362.4 of the Code of Iowa, pursuant to the provisions of Sections 384.24A and 384.26 of the Code of Iowa. 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 the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the City thereunder or will abandon the proposal to issue said Notes. 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 384.26 of the Code of Iowa. Dated this 6 day of February, 2024. Christina Reinhard City Clerk, City of Ottumwa, State of Iowa

NOTICE OF PUBLIC HEARING PIONEER RIDGE CAMPGROUND IMPROVEMENTS WAPELLO COUNTY CONSERVATION BLOOMFIELD, IOWA

Public Hearing on Proposed Contract Documents and Estimated Costs for Repair or Improvement. A public hearing will be held by the Wapello County Conservation Board on the proposed contract documents (plans, specifications, and form of contract) and estimated cost for the improvement at its meeting at 5:30 P.M. on February 12, 2024, at the Wapello County Conservation Nature Center within Pioneer Ridge Nature Area located at 1339 Highway 63, Wapello, IA 52653. PROJECT DESCRIPTION: The project generally consists

seeking to re-establish and continue a Self-Supported Municipal Improvement District pursuant to Chapter 386 of the Code of Iowa (the "Act"), to be known as the Downtown Ottumwa Self-Supported Municipal Improvement District" (the "Proposed District"). The City Council will meet on the February 20, 2024, at 5:30 P.M. at the Bridge View Center, 102 Church St., Ottumwa, Iowa, for the purpose of holding a public hearing on the Petition proposing the re-establishment and continuance of the Proposed District. At that time and place, the City Council will hear all owners of property in the Proposed District or residents of the City desiring to express their views with respect to the re-establishment and continuance of the Proposed District. The purposes for which the Proposed District is to be established shall be the undertaking of actions and the design and construction of any and all improvements authorized by the Act and the performance of administration, redevelopment and revitalization of the Proposed District, as authorized by the Act, any and all of which actions and improvements are intended to benefit the property within the Proposed District. General priorities set out in the Petition include enhanced maintenance and cleaning of public spaces in the Proposed District, development and management of activities in support of marketing, business retention and attraction, and capital, physical or other improvements designed to enhance the image and appearance of the Proposed District. A consolidated description of the property within the Proposed District is as follows: All property from the intersection of N. Marion Street and W. 4th Street, east to N. Market Street, south to E. 3rd Street, east to N. Jefferson Street, south to the river, west to the south of Marion Street, north to W. 4th Street, including one property at 302 W. Main Street west of Marion Street. The complete list of property parcel numbers to be included within the Proposed District is included in the Petition, which is on file in the office of the City Clerk. The Petition also provides for the re-establishment and continuance of a Self-Supported Municipal Improvement District Operation Fund and the levy of an annual tax with respect to such fund upon all the property, as defined in the Act, within the Proposed District, excluding property assessed as residential property for property tax purposes, for a period of seven fiscal years, starting with the fiscal year that will begin on July 1, 2025. The Petition divides the property in the Proposed District into three zones, and the maximum rates of tax that may be levied thereon in any year shall not exceed \$1.00 per \$1,000 of taxable

and reduce the number of injury crashes per year.

All work and materials are to be in strict compliance with the Plans and Specifications prepared by the City of Ottumwa Engineering Department which together with the proposed form of contract and estimate of cost have heretofore been approved by the City and are now on file for public examination in the office of the Clerk, and are by this reference made a part hereof as though fully set out and incorporated herein.

CITY OF OTTUMWA, IOWA
By: Richard W. Johnson
Mayor

ATTEST:
Christina Reinhard, City Clerk
Published: February 8, 2024

**CITY OF OTTUMWA
SECTION 00010
NOTICE OF
PUBLIC HEARING**

The City Council of Ottumwa, Iowa, will hold a public hearing on the proposed Plans and Specifications, form of contract and estimate of cost for the construction of said improvements described in general as "Asphalt Street Repair Program 2024, Ottumwa, Iowa" at 5:30 o'clock p.m. on February 20, 2024 in the Council Chambers, City Hall, Ottumwa, Iowa. At said hearing any interested person may appear and file objections thereto or to the cost of the improvements. At the hearing, the City will receive and consider any objections made by any interested party, to the Plans and Specifications, proposed form of Contract, and the estimate of cost for the project.

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

Mill, patch and overlay certain streets in Ottumwa. The first 10 loads of millings are to be delivered to the city yard on Gateway Drive.

All work and materials are to be in strict compliance with the Plans and Specifications prepared by the City of Ottumwa Engineering Department which together with the proposed form of contract and estimate of cost have heretofore been approved by the City and are now on file for public examination in the office of the Clerk, and are by this reference made a part hereof as though fully set out and incorporated herein.

CITY OF OTTUMWA, IOWA
By: Richard W. Johnson
Mayor

ATTEST:
Christina Reinhard, City Clerk
Published: February 8, 2024

**NOTICE OF MEETING OF
THE CITY COUNCIL OF THE
CITY OF OTTUMWA, STATE
OF IOWA, ON THE MATTER
OF THE PROPOSED AUTHO-
RIZATION OF A LOAN
AGREEMENT AND THE IS-
SUANCE OF NOT TO
EXCEED \$6,000,000 GENER-**

Loan Agreement will be payable from the Debt Service Fund. 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 the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the City thereunder or will abandon the proposal to issue said Notes. 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. Dated this 6 day of February, 2024. Christina Reinhard City Clerk, City of Ottumwa, State of Iowa

**NOTICE OF MEETING OF
THE CITY COUNCIL OF THE
CITY OF OTTUMWA, STATE
OF IOWA, ON THE MATTER
OF THE PROPOSED AUTHO-
RIZATION OF A LOAN
AGREEMENT AND THE IS-
SUANCE OF NOT TO
EXCEED \$700,000 GENERAL
OBLIGATION CAPITAL LOAN
NOTES OF THE CITY (FOR
GENERAL CORPORATE
PURPOSES), AND THE
HEARING ON THE IS-
SUANCE 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 20th day of February, 2024, at 5:30 P.M., at 102 Church Street, Ottumwa, Iowa, 52501, at which meeting the Council proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$700,000 General Obligation Capital Loan Notes, for general corporate purposes, bearing interest at a rate of not to exceed nine (9) per centum per annum, the Notes to be issued to provide funds to pay the costs of the acquisition, construction, reconstruction, improvement and equipping of recreation buildings, including the Bridgeview Center. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund. At any time before the date of the meeting, a petition, asking that the question of issuing such Notes be submitted to the legal voters of the City, may be filed with the Clerk of the City in the manner provided by Section 362.4 of the Code of Iowa, pursuant to the provisions of Sections 384.24A and 384.26 of the Code of Iowa. 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 the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of

issuing such Notes be submitted to the legal voters of the City, may be filed with the Clerk of the City in the manner provided by Section 362.4 of the Code of Iowa, pursuant to the provisions of Sections 384.24A and 384.26 of the Code of Iowa. 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 the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the City thereunder or will abandon the proposal to issue said Notes. 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 384.26 of the Code of Iowa. Dated this 6 day of February, 2024. Christina Reinhard City Clerk, City of Ottumwa, State of Iowa

**NOTICE OF
PUBLIC HEARING
PIONEER RIDGE
CAMPGROUND
IMPROVEMENTS
WAPELLO COUNTY
CONSERVATION
BLOOMFIELD, IOWA**

Public Hearing on Proposed Contract Documents and Estimated Costs for Repair or Improvement. A public hearing will be held by the Wapello County Conservation Board on the proposed contract documents (plans, specifications, and form of contract) and estimated cost for the improvement at its meeting at 5:30 P.M. on February 12, 2024, at the Wapello County Conservation Nature Center within Pioneer Ridge Nature Area located at 1339 Highway 63, Wapello, IA 52653.

PROJECT DESCRIPTION:
The project generally consists of improvements to and expansion of the existing campground in Pioneer Ridge County Park. The project includes the removal of 6 of the existing 9 granular sites including termination and removal of their electrical and water services. The 3 existing sites that will remain will receive new water, electrical, and sanitary sewer connections. The proposed modern RV campground will result in 20 campsites total; 3 upgraded sites, 11 new back-in sites and 6 pull-through sites. Each site will offer compacted granular surfacing for campsites and patio space along with 50-amp electrical service, water connection, and sanitary sewer connection. Water and electrical services will connect to existing services in the park. The sanitary system will consist of a gravity collection system feeding to a series of proposed septic tanks which will be pumped to an existing sewage lagoon for treatment. The existing campground road will remain and

2/8/24

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 20, 2024

Planning & Development
Department

Zach Simonson
Prepared By
Zach Simonson
Department Head



City Administrator Approval

AGENDA TITLE: Resolution No. 56-2024 -- A Resolution Authorizing an Ordinance for the Re-Establishment and Continuance of the Downtown Ottumwa Self-Supported Municipal Improvement District

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution No. 56-2024

DISCUSSION: Chapter 386 of the Code of Iowa provides for the development of districts in which tax is levied for improvements within that district. Such a district was established for the Downtown District effective July 1, 2019. That district is due to expire, and a timely petition has been filed which seeks to renew the district.

A petition has been prepared which reflects the signatures of more than

Source of Funds:

Budgeted Item: Budget Amendment Needed:

25% of all property owners within the proposed district as well as an assessed value equal to at least 25% of the property in the district. Staff has reviewed the petition and it appears to meet initial requirements, exceeding both thresholds.

At the December 4th, 2023 Regular Plan and Zoning Commission meeting, the Commission issued a report recommending that the SSMID be renewed for a further seven years. Further, public hearing notices were mailed to all property owners in the proposed boundaries of the SSMID district inviting them to participate in this public hearing.

If approved, properties in the district would pay an additional property tax of \$1.00/thousand in Zone 1, \$2.00/thousand in Zone 2 and \$3.00/thousand in Zone 3. These funds are used for projects to benefit the district as determined by the SSMID committee. Previous projects include trash enclosures for district businesses, the electric maintenance cart for Main Street Ottumwa, dog waste bags near trashcans, ashtray replacement and support for the Business Builder Academy.

At least 30 days after this public hearing, the Council may consider an ordinance to reestablish the SSMID district for a further seven years. The Public Hearing for this was previously held during this meeting. This resolution memorializes that the required process has been fulfilled and directs staff to prepare the ordinance.

ITEM TO INCLUDE ON AGENDA

CITY OF OTTUMWA, IOWA

February 20, 2024

5:30 P.M.

- Resolution authorizing an ordinance for the re-establishment and continuance of the Downtown Ottumwa Self-Supported Municipal Improvement District

IMPORTANT INFORMATION

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

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

February 20, 2024

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

Absent: _____

* * * * *

Council Member _____ then introduced the following proposed Resolution entitled "RESOLUTION AUTHORIZING AN ORDINANCE FOR THE RE-ESTABLISHMENT AND CONTINUANCE OF THE DOWNTOWN OTIUMWA SELF-SUPPORTED MUNICIPAL IMPROVEMENT DISTRICT", and moved that the same be adopted.

Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

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

RESOLUTION NO. 56-2024

RESOLUTION AUTHORIZING AN ORDINANCE FOR THE RE-ESTABLISHMENT AND CONTINUANCE OF THE DOWNTOWN OTTUMWA SELF-SUPPORTED MUNICIPAL IMPROVEMENT DISTRICT

WHEREAS, pursuant to the provisions of Chapter 386 of the Code of Iowa (the "Act"), a petition has been filed with the City Clerk of the City of Ottumwa and presented to this Council (the "Petition"), which petitions this Council to re-establish and continue the Downtown Ottumwa Self-Supported Municipal Improvement District (the "Proposed District"), and to establish an Operation Fund for the Proposed District and levy an annual tax therefor, all in accordance with and pursuant to the Act, which Petition is attached hereto as Exhibit A and by this reference made a part hereof; and

WHEREAS, the Petition contains the signatures of at least twenty-five per cent (25%) of all owners of property within the Proposed District; and

WHEREAS, the Petition contains the signatures of owners representing ownership of property with an assessed value equal to twenty-five per cent (25%) or more of the assessed value of all of the property within the Proposed District; and

WHEREAS, the property to be included in the Proposed District pursuant to the Petition is contiguous, wholly within the boundaries of the City of Ottumwa, and is in districts zoned for commercial uses; and

WHEREAS, the City Planning and Zoning Commission was presented the Petition for review and approved the recommendation for the establishment of the Proposed District, filing its report with the Ottumwa City Council; and

WHEREAS, the Ottumwa City Council set a public hearing for this date and time with notices having been properly mailed to all property owners in said Proposed District more than 15 days before this hearing; and

WHEREAS, notice of said public hearing was also timely published in the Ottumwa Courier on February 8, 2024, more than four days but less than twenty days before said hearing; and

WHEREAS, the Ottumwa City Council has held a public hearing and received input and comments regarding the re-establishment and continuance of the Downtown Ottumwa Self-Supported Municipal Improvement District.

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

Section 1. The Petition filed herein is hereby determined to be sufficient and in compliance with the provisions of the Act.

Section 2. The Petition was referred to the City Planning and Zoning Commission, which evaluated the Petition and approved the establishment of said Proposed District pursuant to the Act.

Section 3. Notice was properly given pursuant to the Act and the public hearing was properly held in which the City Council received input and comment regarding the re-establishment and continuance of said Proposed District.

Section 4. This Resolution authorizes City staff to prepare a proposed Ordinance re-establishing and continuing the Downtown Ottumwa Self-Supported Municipal Improvement District for consideration thereof by the City Council for approval at least 30 days after this public hearing.

Section 5. This Resolution further authorizes City staff to prepare a proposed Agreement for later consideration and approval by the City Council, which provides that tax revenue set out in the Ordinance received from the Downtown Ottumwa Self-Supported Municipal Improvement District within the Urban Renewal District be utilized pursuant to Chapter 386 of the Code of Iowa.

PASSED AND APPROVED this 20th day of February, 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 corporate 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 public hearing 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 (a copy of the face sheet of the agenda being attached hereto) 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 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 ____ day of February, 2024.

City Clerk, City of Ottumwa, State of Iowa

(SEAL)

02309864\10981-1000

PETITION TO CONTINUE THE DOWNTOWN
OTTUMWA SELF-SUPPORTED MUNICIPAL
IMPROVEMENT DISTRICT PURSUANT TO CHAPTER
386, CODE OF IOWA (the "Act")

We, the undersigned, being at least 25 percent of all owners of property within the self-supported municipal improvement district proposed and hereinafter defined by this petition, and being owners of property within the proposed district having an assessed value of at least 25 per cent of the assessed value of all the property in the proposed district, hereby petition the City Council of the City of Ottumwa, Iowa, pursuant to the provisions of Chapter 386 of the Code of Iowa (the "Act"), as follows:

1. To continue the self-supported municipal improvement district in the City of Ottumwa, Wapello County, Iowa, as follows:

(a) The name of the district shall be the "Downtown Ottumwa Self-Supported Municipal Improvement District" (hereinafter referred to as the "Proposed District"),

(b) The purposes of improvements the Proposed District shall be the undertaking of actions and the design and construction of any and all improvements authorized by the Act and the performance of administration, redevelopment, and revitalization of the Proposed District, as authorized by the Act, any and all of which actions and are intended to benefit the property within the Proposed District,

(c) The property in the Proposed District shall be divided into three Zones, described as follows:

(1) Zone 1: North side of 3rd Street from the west side of Market Street north to the south side of 4th Street, north side of 3rd Street from Market Street west to the west side of Washington Street and south to the river, south side of 4th Street west to the east side of Marion Street, south to the river and all properties in between and including 302 W. Main Street west of Marion Street

(2) Zone 2: North side of Canteen Alley north along the west side of Jefferson Street to the south side of 3rd Street, north side of Canteen Alley from Jefferson Street west to the west side of Court Street, south to the river, south side of 3rd Street from Jefferson Street west to the east side of Washington Street, south to the river and all properties in between

(3) Zone 3: The west side of Jefferson Street from the south side of Canteen Alley south to the river, south side of Canteen Alley from Jefferson Street west to the east side of Court Street, south to the river and all properties in between

(d) A general description of the property within the Proposed District is: all property from the intersection of N. Marion Street and W. 4th Street, east to N. Market

Street, south to E. 3rd Street, east to N. Jefferson Street, south to the river, west to the south of Marion Street, north to W. 4th Street, including 1 property at 302 W. Main Street west of Marion Street, and, more particularly, property with the following Wapello County Real Estate Identification numbers, as of September 1, 2023:

Parcels subject to taxation:

Zone 1:

	00741300001100C	00741376017700C	007413760201000
00741124006500C	00741300001202C	00741376017800C	007413760202000
00741124006600C	00741300001300C	00741376017900C	007413760203000
00741124006700C	00741370000300C	00741376018000C	007413760234000
00741124006800C	00741376010300C	00741376018100C	007413760235000
00741124019800C	00741376010400C	00741376018200C	007413760236000
00741300000300C	00741376010500C	00741376018300C	007413760238000
00741300000400C	00741376010600C	00741376018400C	007414350072000
00741300000500C	00741376010700C	00741376019300C	007414350084000
00741300000600C	00741376010800C	00741376019400C	007414350094000
00741300000700C	00741376010900C	00741376019800C	007414350095000
00741300000800C	00741376011000C	00741376019900C	007414350117000
00741300000900C	00741376011100C	00741376020000C	
00741300001000C			

Zone 2:

	00741065000700C	00741124012200C	007411240195010
00741037000100C	00741065000800C	00741124012300C	007411240196000
00741037000200C	00741065000900C	00741124012400C	007411240202000
00741037000201C	00741124006300C	00741124012500C	007411240203000
00741065000100C	00741124006400C	00741124012600C	007411240204000
00741065000200C	00741124008900C	00741124012700C	007411240205000
00741065000300C	00741124011600C	00741124012800C	007411240206000
00741065000400C	00741124011700C	00741124012900C	007411240207000
00741065000500C	00741124011800C	00741124019400C	007411240208000
00741065000600C	00741124011900C	00741124019500C	007411240209000

00741124021000C	00741124026900C	00741376011200C	007413760187000
00741124021500C	00741124027000C	00741376011300C	007413760188000
00741124021600C	00741124027100C	00741376011400C	007413760189000
00741124021700C	00741124033500C	00741376011500C	007413760190000
00741124024800C	00741124033700C	00741376011600C	007413760191000
00741124024900C	00741124034100C	00741376011700C	007413760192000
00741124025000C	00741124034400C	00741376011800C	007413760229000
00741124025100C	00741300001201C	00741376012400C	007413760230000
00741124025200C	00741300001202C	00741376012500C	007413760235000
00741124026700C	00741314000100C	00741376012600C	007414350072000
00741124026701C	00741314000600C	00741376012700C	
00741124026800C	00741321000900C	00741376018500C	
00741124026801C	00741321001000C	00741376018600C	

Zone 3:

	00741057002100C	00741108000600C	007411240169000
00741057000700C	00741057002200C	00741108000700C	007411240170000
00741017000100C	00741057002300C	00741108000800C	007411240237000
00741017000101C	00741106000200C	00741108000900C	007411240238000
00741057000800C	00741106000300C	00741124012000C	007411240239000
00741057000900C	00741106000400C	00741124012100C	007411240240000
00741057001000C	00741106000500C	00741124013000C	007411240241000
00741057001100C	00741107000100C	00741124013100C	007411240242000
00741057001200C	00741107000200C	00741124013200C	007411240243000
00741057001300C	00741107000300C	00741124013300C	007411240244000
00741057001400C	00741107000400C	00741124013400C	007411240245000
00741057001500C	00741107000500C	00741124013500C	007411240246000
00741057001601C	00741107000600C	00741124013600C	007411240247000
00741057001700C	00741107000700C	00741124016500C	007411240253000
00741057001800C	00741107000800C	00741124016600C	007411240254000
00741057001900C	00741107000900C	00741124016700C	007411240255000
00741057002000C	00741108000100C	00741124016800C	007411240256000

00741124025700C	00741124027300C	00741124028500C	007411240296000
00741124025800C	00741124027500C	00741124028600C	007411240297000
00741124025900C	00741124027600C	00741124028700C	007411240298000
00741124026000C	00741124027700C	00741124028800C	007411240299000
00741124026100C	00741124027800C	00741124028900C	007411240300000
00741124026200C	00741124027900C	00741124029000C	007411240340000
00741124026300C	00741124028000C	00741124029100C	007413000012020
00741124026400C	00741124028100C	00741124029200C	007414350072000
00741124026500C	00741124028200C	00741124029300C	007414360016000
00741124026600C	00741124028300C	00741124029400C	007414360017000
00741124027200C	00741124028400C	00741124029500C	

2. To continue an operation fund with respect to the Proposed District to be known as the “Downtown Ottumwa Self-Supported Municipal Improvement District Operation Fund” (the “Operation Fund”), and levy an annual tax (the “Operation Tax”) upon the property, as defined in the Act (excluding property assessed as residential property for property tax purposes) within the Proposed District (the “Property”) for the purposes of: (a) paying the administrative expenses of the Proposed District, as defined and authorized in the Act, or (b) paying part or all of the maintenance expenses of “improvements” or “self-liquidating improvements” as defined in the Act, with respect to the Proposed District, for a period of 7 years, commencing with the levy of taxes for collection in the fiscal year beginning July 1, 2024, and continuing for 6 additional years. The Operation Tax shall be levied annually upon the Property at the following rates:

Zone 1: a rate not to exceed \$1.00 dollar per thousand dollars of taxable value of the Property;

Zone 2: a rate not to exceed \$2.00 dollars per thousand dollars of taxable value of the Property;

Zone 3: a rate not to exceed \$3.00 dollars per thousand dollars of taxable value of the Property.”

3. To disburse amounts collected in the Operation Fund to Main Street Ottumwa annually not before July 1 and no later than November 1 for one or more of the following purposes, at such times, in such amounts and under such conditions as shall be recommended to the City Council by a special SSMID Committee, composed of representatives of Main Street Ottumwa and the owners of property within the Proposed District:

a. Enhanced maintenance and cleaning of public spaces within the Proposed District, including but not limited to:

- Maintenance of trees and seasonal plantings
- Sidewalk sweeping and power wash cleaning
- Cleaning public alleys and public spaces
- Graffiti removal
- Street and curb cleaning

b. Development and management of activities in support of marketing, business retention and attraction, including but not limited to:

- Administrative fees of Main Street Ottumwa Staff
- Conduct market analyses, business retention surveys and image surveys
- Establish databases
- Business counseling
- Space referrals and assistance
- Business-to-business communications program
- District marketing materials
- Miscellaneous business support services
- Marketing activities, including media and advertising campaigns and communication pieces (calendar of events, newsletters, shopping directories, maps, holiday brochures)
- Establishment and promotion of special events, festivals, and holiday activities in public spaces

c. Capital, physical or other improvements designed to enhance the image and appearance of the Proposed District, including but not limited to:

- Streetscape and lighting improvements
- Seasonal and holiday decorations
- Signage and banners
- Installation of seasonal plant materials and trees
- Such other improvements as may be petitioned for by the owners of property within the Proposed District under the Act

4. To require the SSMID Committee, as a further condition to the disbursement of funds from the Operations Fund, to submit to the Ottumwa City Council, no later than November 1 of each year, a budget showing, in general terms, proposed expenditures of such funds for the fiscal year beginning on the next July 1.

5. It is the further intent of this Petition that all taxes levied and collected on behalf of the Proposed District shall be expended for new, additional or enhanced services within the Proposed District, and that the City shall not diminish the type and extent of governmental services described in this Petition with the intention of transferring the cost of providing such services from the City budget to the Operation Fund.

6. It is the further intent of this Petition that, notwithstanding the fact that the Proposed District is located within the boundaries of Tax Increment Finance Districts which have been created by the City, an amount of funds which would be derived from the annual levy of the Operation Tax against property within the Proposed District if the Proposed District were not located within such Tax Increment Finance Districts shall be made available annually for the services, improvements and activities set out in this Petition, and that the City should take all actions necessary to accomplish this purpose, including, if necessary, allocation to these services, improvements and activities of a portion of the incremental property taxes which are attributable to properties within the Proposed District, but only to the extent permitted by applicable law. In furtherance of the foregoing, the undersigned petitioners hereby represent and warrant to the City Council that the creation of the Proposed District and the undertaking of the services, improvements and activities described herein are considered essential to the petitioners' efforts to create new jobs and income in the City of Ottumwa and to retain jobs and income in the City that would otherwise be lost.

CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting President of McCune + Reed, Inc., a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 11th day of October, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

McCune + Reed, Inc.
(Name of Corporation)

By Brian McWilliams

Brian McWilliams President
(Type Name and Title)

CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting Member of Van Mor Properties, LLC, a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 10 day of October, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

Van Mor Properties LLC
(Name of Corporation)

By 

Levi Morrison - member
(Type Name and Title)

CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting Vice President of Schwartz Insurance, Inc., a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 9 day of October, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

Schwartz Insurance Inc.
(Name of Corporation)

By Stephanie Perry
Stephanie Perry, VP
(Type Name and Title)

CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting Vice President of LICK CREEK, INC., a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 4TH day of OCTOBER, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

LICK CREEK, INC.
(Name of Corporation)

By 

JOHN HELGESON VP
(Type Name and Title)

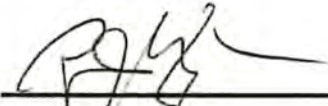
CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting owner of OMN LC, a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 4 day of October, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

OMN LC
(Name of Corporation)

By 
Ryan J. Mitchell (owner)
(Type Name and Title)

CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting President of Litka Estates LLC, a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 2nd day of October, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

Litka Estates LLC
(Name of Corporation)

By 

Bryce Litka President
(Type Name and Title)

CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting President of Mohan Chaudhary, a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 9/28/2023 day of _____, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

Jay Chhargaga LLC
(Name of Corporation)

By Mohan Chaudhary

Owner
(Type Name and Title)

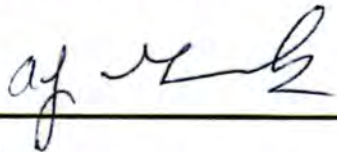
CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting Member of Gevoek Real Estate LLC, a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 21 day of September, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

Gevoek Real Estate LLC
(Name of Corporation)

By 

A.J. Gevoek Member
(Type Name and Title)


CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting partner of THE GETTINGS GROUP, LLC, a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 28th day of SEPTEMBER, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

THE GETTINGS GROUP, LLC
(Name of Corporation)

By 
JOSH GETTINGS, PARTNER
(Type Name and Title)

CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting President of Parkview Plaza LTD, a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 28th day of September, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

Parkview Plaza LTD
(Name of Corporation)

By Tim Schwartz

Tim Schwartz President
(Type Name and Title)

CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting EXECUTIVE DIRECTOR of CDTA?, a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 28th day of September, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

GREATER OTTUMWA PARTNERS IN PROGRESS
(Name of Corporation)

By [Signature]

MARC S. ROE EXECUTIVE DIRECTOR
(Type Name and Title)

CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting Executive Director of Rippling Waters, a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 28 day of September, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

Rippling Waters
(Name of Corporation)

By Holly Berg

Holly Berg Executive Director
(Type Name and Title)

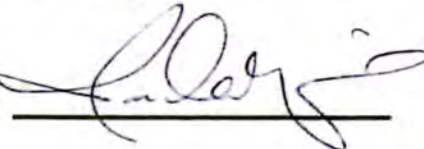
CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting CFO of OPTIMAE LIFE SERVICES, a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 28th day of SEPTEMBER, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

OPTIMAE LIFE SERVICES
(Name of Corporation)

By 

JAMES H. WAIZE, CFO
(Type Name and Title)

CORPORATE CERTIFICATE

I, the undersigned, the duly elected, ~~qualified~~ and acting Manager of Zingq Law, LLC, a ~~corporation~~ ^(limited liability company) (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 5th day of October, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

Zingq Law, LLC
(Name of Corporation)

By Paul Zingq

Paul Zingq, Manager
(Type Name and Title)

CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting President/CEO of Almona Legacy Foundation, a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 5 day of October, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

Almona Legacy Foundation
(Name of Corporation)

By Kelly Jones

Kelly Jones, President
(Type Name and Title)

CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting President of Molly's of Ottumwa, a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 2nd day of October, 2023, and I declare that this signature shall be considered to be my signature on said Petition.

Molly's of Ottumwa LLC
(Name of Corporation)

By Molly Myers-Kaumann

President
(Type Name and Title)

CORPORATE CERTIFICATE

I, the undersigned, the duly elected, qualified and acting president of Kelly Reed Real Estate LLC, a corporation (the "Company"), hereby certify as follows:

I am an officer of the Company, and, by virtue of the authority delegated to me by the Board of Directors of the Company, its Bylaws, or its Articles of Incorporation, I am authorized to execute the Petition of the Downtown Ottumwa Self-Supported Municipal Improvement District for and on behalf of the Company and to affix the corporate seal, if any, of the Company thereto.

IN WITNESS WHEREOF, I have hereunto set my official signature this 5 day of October, 2023, and I declare that this signature shall be considered to be my signature on said Petition.


Kelly Reed Real Estate LLC
(Name of Corporation)

By [Signature]
Kelly Reed
(Type Name and Title)

SIGNATURE AND NAME
OF OWNER(S) OR
AUTHORIZED REPRESENTATIVE

ADDRESS OF OWNED
PROPERTY AND
ASSESSED VALUE

DATE



102 S. Market

10/10/23

Levi Morrissey Van Mar Properties

554,890



104 S. Market

10/10/23

Levi Morrissey Van Mar Properties

131,510

SIGNATURE AND NAME
OF OWNER(S) OR
AUTHORIZED REPRESENTATIVE

ADDRESS OF OWNED
PROPERTY AND
ASSESSED VALUE

DATE

[Signature]
Kelly Reed Reed Estate LLC
313 E. MAIN
78,040
10-6-23

[Signature]
Kelly Reed Reed Estate LLC
322 E. MAIN
218,560
10-6-23

[Signature]
Kelly Reed Reed Estate LLC
224 E. MAIN
208,410
10-6-23

Fredric Jenkins
FREDRIC JENKINS
334 E. MAIN
\$200,090
10-6-23

Carolyn Jenkins
CAROLYN JENKINS
10-6-23

Stephanie Perry
Stephanie Perry
107 S. Court
504,570
10/9/23

Eric Naylor
Eric Naylor
105, 107 N. Court
98,960
10/9/23

Phillip Naylor
[Signature]
10/9/23
10/9/23

Brian McWilliams
Brian McWilliams
119 N. Washington St.
139,010
10-11-23
10-11-23

SIGNATURE AND NAME
OF OWNER(S) OR
AUTHORIZED REPRESENTATIVE

ADDRESS OF OWNED
PROPERTY AND
ASSESSED VALUE

DATE

Boyce Lidtka
Boyce Lidtka

301 E Main
6,530

10/2/23

Boyce Lidtka
Boyce Lidtka

303 E Main
59,060

10/2/23

Boyce Lidtka
Boyce Lidtka

305 E Main
80,340

10/2/23

John Helgeson
John Helgeson VP

211 E 2ND
297,910

10/8/2023

John Helgeson
John Helgeson VP

207 E 2ND
40,480

10/4/2023

Ryan J. Mitchell
Ryan J. Mitchell

(110-116)
110 E. 3rd
196,520

10-4-2023

Ryan J. Mitchell
Ryan J. Mitchell

110-116 6.3rd Parkway
4,200

10-4-2023

Lori R. Mason
Lori R. Mason

112 N Court St
99,390

10/10/23

Thomas R. Skaten
Thomas R. Skaten

10-10-23

SIGNATURE AND NAME
OF OWNER(S) OR
AUTHORIZED REPRESENTATIVE

ADDRESS OF OWNED
PROPERTY AND
ASSESSED VALUE

DATE

Anthony Gevock
of [Signature]

330 E Main
\$ 189,740

9-27-23

Anthony Gevock
of [Signature]

332 E Main
\$ 213,530

9-27-23

Anthony Gevock
of [Signature]

223 E Main
\$ 105,630

9-27-23

Holly Berg
Holly Berg

315 East Main
\$ 58,570

9/28/23

Holly Berg
Holly Berg

317 East Main
\$ 65,160

9/28/23

Holly Berg
Holly Berg

370 East Main
\$ 176,390

9/28/23

Max Rice
[Signature]

217 E MAIN ST
\$ 191,330

9-28-23

Tim Schwartz
Tim Schwartz

101 S Market
658,800

9-28-23

Tim Schwartz
Tim Schwartz

107 E 2nd
1,269,600

9-28-23

SIGNATURE AND NAME OF OWNER(S) OR AUTHORIZED REPRESENTATIVE	ADDRESS OF OWNED PROPERTY AND ASSESSED VALUE	DATE
<u>Claudia Gortos + Derek Gortos</u> <u>Claudia Gortos / [Signature]</u>	<u>129 E. Second</u> <u>37,000</u>	<u>9/28/2023</u>
<u>Claudia Gortos + Derek Gortos</u> <u>Claudia Gortos / [Signature]</u>	<u>131 E Second</u> <u>40,770</u>	<u>9/28/2023</u>
<u>Claudia Gortos + Derek Gortos</u> <u>Claudia Gortos / [Signature]</u>	<u>105-107 N. Market</u> <u>50,790</u>	<u>9/28/2023</u>
<u>THE GETTINGS GROUP, LLC</u> <u>[Signature]</u>	<u>118 WEST THIRD</u> <u>\$86,920</u>	<u>28-SEP-2023</u>
<u>THE GETTINGS GROUP, LLC</u> <u>[Signature]</u>	<u>226 EAST SECOND</u> <u>\$23,850</u>	<u>28-SEP-2023</u>
<u>THE GETTINGS GROUP, LLC</u> <u>[Signature]</u>	<u>228 EAST SECOND</u> <u>\$354,490</u>	<u>28-SEP-2023</u>
<u>THE GETTINGS GROUP, LLC</u> <u>[Signature]</u>	<u>205 EAST MAIN</u> <u>\$66,210</u>	<u>28-SEP-2023</u>
<u>THE GETTINGS GROUP, LLC</u> <u>[Signature]</u>	<u>207 EAST MAIN</u> <u>\$75,680</u>	<u>28-SEP-2023</u>
<u>THE GETTINGS GROUP, LLC</u> <u>[Signature]</u>	<u>222 EAST MAIN</u> <u>\$42,550</u>	<u>28-SEP-2023</u>

SIGNATURE AND NAME
OF OWNER(S) OR
AUTHORIZED REPRESENTATIVE

ADDRESS OF OWNED
PROPERTY AND
ASSESSED VALUE

DATE

Tim Schwartz
Tim Schwartz

111 N. Court
249,560

9-28-23

Tim Schwartz
Tim Schwartz

117-119 E. Main
939,690

9-28-23

Wes Olson
Julaine Olson
WJ

114-116
N. Market St
176,240
20 S Court

9/28/23

Christopher Smith

113090

9/29/23

Chr B. Dale Smith
Christopher Smith Patricia Smith

105 E Main
28480

9/29/23

Tim Schwartz
Tim Schwartz

119 E. Main
4,980

9-29-23

James H. Murre
JAMES H. MURRE

226 West Main
\$506,320

9-29-23

James H. Murre
JAMES H. MURRE

226 West Main Parkview
\$19,560

9-29-23

SIGNATURE AND NAME
OF OWNER(S) OR
AUTHORIZED REPRESENTATIVE

ADDRESS OF OWNED
PROPERTY AND
ASSESSED VALUE

DATE

Anshul Patel
AA Patel

222 W- 2nd
1,852,270

9/28/2023

Tracy Myers Naumann
Kelly Myers Naumann

222-224 E Second
\$202,890

10/02/2023

Paul Zingg
Paul Zingg

104 S. Cant
\$209,550

10/2/23

Kelly Jones
Kelly Jones

111 E main
\$ 214,390

10/5/23

Kelly Jones
Kelly Jones

113 E main
\$ 205,660

10/5/23

Kelly Jones
Kelly Jones

227 E main
\$ 151,950

10/5/23

Kelly Jones
Kelly Jones

231 E main
\$ 19,380

10/5/23

Kelly Reed
Kelly Reed

209 W. main
209 W. main
69440,-

10-5-23
69440 -

Kelly Reed
Kelly Reed

217 W. main
25,640,-

10-5-23

**PLANNING AND ZONING COMMISSION
SELF-SUPPORTING MUNICIPAL IMPROVEMENT DISTRICT (SSMID) REPORT
6:00 p.m. December 4, 2023, Ottumwa Depot, 210 W Main**

Members present: Ashley Noreuil, Chairperson; David Bossou, Vice Chairperson; Michael McDonough; Chuck Manson; Rick McFarland

Members excused: Debra Hutton; Peg Lazio

Staff present: Zach Simonson, Community Development Director; Jake Rusch, Zoning & Housing Coordinator

The City Council has referred a petition to the Plan and Zoning Commission for a recommendation. Petition seeks to renew the Downtown SSMID.

Simonson said chapter 386 of the Code of Iowa Provides for the Development of districts in which tax is levied for improvements within that district. Such a district was established for the Downtown District effective July 1, 2019. That district is set to expire, and a timely petition has been filed which seeks to renew that district.

Simonson explained what the additional tax would be, where the funds were focused and discussed the map provided to the commission.

Noreuil asked for clarification about property tax and SSMID tax exempt properties. Properties which are exempt from property tax, such as churches, are exempt from the SSMID tax. Additionally, property which is taxed as residential property is exempt. Noreuil observed that the parcel map did not include parcels included in the district which were previously tax but are no longer exempt. She requested that an updated map with the District clearly identifying all included properties be included with the Council materials.

Manson moved that the Plan and Zoning Commission, City of Ottumwa, recommend the renewal of the establishment of the Downtown Self-Supporting Municipal Improvement District pursuant to the properly filed petition as presented and that the City Council proceed to renew said district. The motion was seconded by McDonough. The motion carried unanimously, with a 5-0 vote.

received
2-16-24 1pm



CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of : Feb 20, 2024

Finance
Department

Jessica Kinser
Prepared By
Jessica Kinser
Department Head



City Administrator Approval

AGENDA TITLE: Ordinance No. 3223-2024 - Amending the Municipal Code of the City of Ottumwa, Iowa by Amending Section 31-14(a) entitled "Fees and Charges, Costs."

Public hearing required if this box is checked.

The Public Hearing must be attached to this Staff Summary. In the event of Publication it will be placed on the agenda.

RECOMMENDATION: Pass the second Consideration of Ordinance No. 3223-2024.

DISCUSSION: Staff is working with Piper Sandler on financial modeling for the Phase 8 work. Part of this discussion has been Fund 613 Sewer Improvement Fund. This fund has very specific language establishing it and stating that it can only be used for future treatment plant projects in Code of Ordinance section 31-14, which establishes sewer rates. This current language would prevent the use of funds in current and upcoming sewer projects. Therefore additional language is recommended to allow monies in the Sewer Improvement Fund to be utilized to benefit the entire sewer system and not just the treatment plant. A public hearing was held to approve the first reading of this Ordinance on February 6, 2024.

Source of Funds: N/A

Budgeted Item: Budget Amendment Needed: No

Ordinance No. 3223-2024

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF OTTUMWA,
IOWA BY AMENDING SECTION 31-14(a) ENTITLED
“FEES AND CHARGES, COSTS”

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

SECTION ONE: The Municipal Code of the City of Ottumwa, Iowa is hereby amended by
repealing and replacing sec. 31-14(a) as follows:

Section 31-14. Fees and charges, costs.

(a)(1) The user charge system shall generate adequate annual revenues to pay costs of
annual operating and maintenance including replacement and costs associated with debt
retirement of bonded capital associated with financing the treatment works which the City may
by Ordinance designate to be paid by the user charge system. That portion of the total user
charge which is designated for operations and maintenance including replacement of the
treatment works shall be established by this section.

(2) That portion of the total user charge collected which is designated for operation
and maintenance including replacement purposes as established in subsection (b), shall be
deposited in a separate non-lapsing fund known as the operation, maintenance, and replacement
fund and will be kept in two primary accounts as follows:

a. An account designated for the specific purpose of defraying operation and
maintenance costs (excluding replacement) of the treatment works (operation and maintenance
account).

b. An account designated for improvements, capital equipment, construction,
renovation, rehabilitation, remodeling or replacement of any wastewater treatment, collection,
separation or distribution improvement (replacement account). Deposits in the replacement
account shall be made at least annually from the operation, maintenance and replacement
revenue in the amount of at least \$500,000.00 annually.

(3) Fiscal year-end balances in the operation and maintenance account and the
replacement account shall be carried over to the same accounts in the subsequent fiscal year, and
shall be used for no other purposes than those designated for these accounts. Monies which have
been transferred from other sources to meet temporary shortages in the operation, maintenance
and replacement fund shall be returned to their respective accounts upon appropriate adjustment
of the user charge rates for operation, maintenance and replacement. The user charge rate(s) shall
be adjusted such that the transferred monies will be returned to their respective accounts within
the fiscal year in which the monies were borrowed.

...

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

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****



Council Meeting of: February 20, 2024

Engineering Department
Department

Phillip Burgmeier
Prepared By
Phillip Burgmeier

Department Head

Pf R
City Administrator Approval

AGENDA TITLE: Resolution #28-2024. Approving and authorizing the purchase of certain real property, and authorizing execution of a real estate purchase agreement with Iowa State Bank and Trust Company of Fairfield, Iowa.

****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 #28-2024.

DISCUSSION: In order to construct and maintain parts of the Albia Road and Quincy Avenue Roundabout, several small land acquisitions are required. This land acquisition is for the purchase of 1,148 S.F. of land from Iowa State Bank & Trust of Fairfield for the sum of \$1,800.00. Staff have met and worked with the current property owners explaining in detail the planned improvements. This Purchase Agreement sets the date of closing for March 8th, 2024.

Iowa State Bank and Trust have already agreed to the terms and have signed the Purchase Agreement. This Resolution will authorize the Mayor to sign this Purchase Agreement on behalf of the City of Ottumwa.

Funding: \$500,000.00 TSIP Grant
Budgeted amount: \$600,000.00

ITEM TO INCLUDE ON AGENDA

CITY OF OTTUMWA, IOWA

February 20, 2024

5:30 P.M.

- Resolution approving and authorizing the purchase of certain real property, and authorizing execution of a real estate purchase agreement with Iowa State Bank and Trust Company of Fairfield, Iowa

IMPORTANT INFORMATION

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

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

February 20, 2024

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

Absent: _____

Vacant: _____

* * * * *

Council Member _____ then introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION APPROVING AND AUTHORIZING THE PURCHASE OF CERTAIN REAL PROPERTY, AND AUTHORIZING EXECUTION OF A REAL ESTATE PURCHASE AGREEMENT WITH IOWA STATE BANK AND TRUST COMPANY OF FAIRFIELD, IOWA", and moved:

- that the Resolution be adopted.
- to defer action on the Resolution and the proposal to the meeting to be held at _____ .M. on the _____ day of _____, 2024, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION NO. 28-2024

RESOLUTION APPROVING AND AUTHORIZING THE PURCHASE OF CERTAIN REAL PROPERTY, AND AUTHORIZING EXECUTION OF A REAL ESTATE PURCHASE AGREEMENT WITH IOWA STATE BANK AND TRUST COMPANY OF FAIRFIELD, IOWA

WHEREAS, the City Council of the City of Ottumwa (the "City") has received a proposal in the form of a proposed Real Estate Purchase Offer (the "Agreement") with Iowa State Bank and Trust Company of Fairfield, Iowa (the "Seller"), pursuant to which Agreement the City would purchase certain real property from the Seller for \$1,800; and

WHEREAS, the real property proposed to be purchased by the City under the Agreement is legally described as follows:

Part of Lot Four (4) in Fareway Subdivision of the City of Ottumwa, Wapello County, Iowa, described as follows:

Commencing at the Northeast corner of Lot Four (4) in Fareway Subdivision of the City of Ottumwa, Wapello County, Iowa; Thence S 01°29'59" E along the East line of said Lot Four (4) to the Point of Beginning a distance of 99.77 feet; Thence continuing along said East line S 01°29'59" E to the Southeast corner of said Lot Four (4) a distance of 32.30 feet; Thence S 81°56'59" W along the South line of said Lot Four (4) a distance of 91.91 feet; Thence Northeasterly 101.46 feet along the arc of a 264.00 foot radius curve concaved Northwesterly to the Point of Beginning (chord bears N 63°23'28" E a distance of 100.84 feet).

Said parcel contains 1,148 sq.ft. and subject to easements and restrictions of record.

WHEREAS, the proposed land exchange would further the City's planned infrastructure improvements at the Quincy-Albia intersection.

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

Section 1. That the purchase of the real property described herein for \$1,800, under the terms and conditions of the Agreement, is hereby approved.

Section 2. That the form and content of the Agreement, the provisions of which are incorporated herein by reference, be and the same hereby are in all respects authorized, approved and confirmed, and the Mayor and the City Clerk be and they hereby are authorized, empowered and directed to execute, attest, seal and deliver the Agreement for and on behalf of the City in substantially the form and content now before this meeting, but with such changes, modifications, additions or deletions therein as shall be approved by such officers, and that from and after the execution and delivery of the Agreement, the Mayor and the City Clerk are hereby authorized,

empowered and directed to do all such acts and things as may be necessary to complete the above-described transaction, including execution of ancillary documents.

PASSED AND APPROVED this _____, 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 Council hereto affixed this _____ day of _____, 2024.

City Clerk, City of Ottumwa, State of Iowa

Real Estate Purchase Agreement

This Real Estate Purchase Agreement made by and between Iowa State Bank and Trust Company of Fairfield, Iowa (the "Seller") and the City of Ottumwa, Iowa (the "Buyer").

The parties agree as follows:

1. **Purchase and Sale of Property.** The Seller shall convey to the Buyer the real property legally described and depicted on the acquisition plat attached hereto as Exhibit A (the "Property"). The Seller shall convey the Property together with any easements and servient estates appurtenant thereto and subject to any (i) zoning restrictions, (ii) easements of record acceptable to the Buyer, and (iii) restrictive covenants of record acceptable to the Buyer; provided Buyer, on possession, is permitted to make use of the Property for public right-of-way.

2. **Closing and Possession.** Closing shall occur on a date mutually agreed to between the parties on or before March 8, 2024 (the "Closing Date"). The Seller shall deliver possession of the Property to the Buyer on the Closing Date. This transaction shall be considered closed upon: (i) the filing of all title transfer documents, and (ii) the Seller's receipt of all funds due from the Buyer under this agreement ("Closing").

3. **Purchase Price.** The Purchase Price shall be \$1,800.00 (the "Purchase Price"). The Buyer shall pay the Purchase Price in cash on the Closing Date, subject to adjustments as follows:

- a. Seller agrees that amounts payable for special assessments, mortgage payoffs, liens, or judgments impacting the Property shall be deducted at Closing from the amount paid to Seller.
- b. Seller shall pay all real estate taxes that are due and payable as of the date of possession and constitute a lien against the Property, including any unpaid real estate taxes for any prior years. Further, Seller shall also pay the prorated share of real estate taxes for the Property, based upon the Closing Date, for the fiscal year in which Closing occurs (due and payable in the subsequent fiscal year).

4. **Condition of Property.**

- a. The Seller shall preserve the Property in its present condition until the Closing Date, ordinary wear and tear excepted.
- b. At any time prior to the Closing Date ("Buyer Due Diligence Period"), Buyer may, at Buyer's expense, perform an acquisition study to determine the suitability of the Property for Buyer's intended use, which study may include, but not be limited to, Buyer's evaluation of the Due Diligence Documents; a physical inspection of the Property by persons of Buyer's choice; Buyer's evaluation of the area of the Property and availability to the Property of sufficient sanitary and storm sewer, gas, water, communication, and electrical utility services; Buyer's evaluation of parking availability, traffic flow, and ingress and egress to and from the Property; Buyer's evaluation of the zoning classification of the Property; Buyer's inspection and review of all agreements, leases, conveyances, encumbrances, restrictive covenants, contracts, or easements affecting the Property in any manner whatsoever; preparation, review, and approval of the Buyer's site and development plans for the Property, if any, by all governing agencies and necessary third parties; and other aspects of the Property pertaining to its use for Buyer's purposes. If Buyer is not

satisfied for any reason whatsoever with the results of its acquisition study of the Property, then on or before the expiration of the Buyer Due Diligence Period, Buyer may, in its sole discretion, terminate this agreement by providing written notice to Seller.

- c. Except as otherwise required by this agreement, the Seller shall sell and the Buyer shall accept the Property "as is, where is, with all faults."
- d. Seller acknowledges full settlement and payment from Buyer for all claims per the terms of this agreement and discharges Buyer from liability due to this agreement or the construction of a public improvement project on the Property.

5. **Survey; Abstract and Title; Deed.**

- a. Buyer has caused the acquisition plat attached hereto as Exhibit A, describing and depicting the Property, to be prepared. The parties agree that the acquisition plat shall be recorded following execution of this agreement. The legal description established by the acquisition plat shall be used to prepare an abstract of title or title report for the Property and to prepare the deed used to convey the Property at Closing.
- b. Buyer, at Buyer's expense, shall promptly, in the Buyer's discretion, either: (i) obtain an abstract of title to the Property continued to within 30 days of the Closing Date and deliver it to Buyer's attorney to examine and render a title opinion, or (ii) obtain a title report for the property. If the title opinion or title report does not show marketable title in Seller in conformity with this agreement, Iowa law, and the title standards of the Iowa State Bar Association, the Seller shall reasonably cooperate with the Buyer to remedy any defects to title. If the Seller is unable to cure the defects to title by the Closing Date, then either party may terminate this agreement by giving written notice to the other party.
- c. Seller shall convey the Property to Buyer by warranty deed, using form(s) furnished by Buyer, free and clear of all liens, restrictions, and encumbrances except as permitted by this agreement.

6. **Lease Agreements.** Seller represents and warrants to Buyer that there are no lease or occupancy agreements concerning the Property.

7. **Notice.** For a notice under this agreement to be valid, it must be in writing and must be delivered either (i) in person, (ii) via certified mail to the address noted below, or (iii) via email if the receiving party consents to receiving notice via email. All notices shall be effective upon receipt.

If to the Seller:

Iowa State Bank and Trust Company
of Fairfield, Iowa
55 S. 4th Street
Fairfield, IA 52566

If to the Buyer:

City of Ottumwa, Iowa
ATTN: City Clerk
105 E. 3rd Street
Ottumwa, IA 52501

8. **Time of the Essence.** In the performance of each part of this agreement, time shall be of the essence.

9. **Choice of Law.** All claims relating to this agreement shall be governed by the laws of the State of Iowa without regard to principles of conflicts of law.

10. **Forum.** The sole and exclusive jurisdiction for any action arising from or relating to this agreement shall be in the state courts located in the county in which the Property is located.

11. **Assignment.** Neither party may transfer to any other person (i) any discretion granted under this agreement, (ii) any right under this agreement, (iii) any remedy under this agreement, or (iv) any obligation imposed under this agreement.

12. **Survival.** This agreement shall survive the Closing.

13. **Entire Agreement.** This agreement constitutes the entire understanding between the parties with respect to the subject matter of this agreement and supersedes all other agreements, whether written or oral, between the parties.

14. **Modification.** No amendment of this agreement will be effective unless it is in writing and signed by both parties.

15. **Waiver.** No waiver under this agreement will be effective unless it is in writing and signed by the party granting the waiver.

16. **Severability.** The parties agree that if a dispute between the parties arises out of this agreement, they would want the court to interpret this agreement as follows:

- a. With respect to any provision that it holds to be unenforceable, by modifying that provision to the minimum extent necessary to make it enforceable or, if that modification is not permitted by law, by disregarding that provision;
- b. If an unenforceable provision is modified or disregarded in accordance with this section, by holding that the rest of this agreement will remain in effect;
- c. By holding that any unenforceable provision will remain as written in any circumstances other than those in which the provision is held to be unenforceable; and
- d. If modifying or disregarding the unenforceable provision would result in failure of an essential purpose of this agreement, by holding the entire agreement unenforceable.


17. **Certification.** Buyer and Seller each certify that they are not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Each party hereby agrees to defend, indemnify and hold harmless the other party from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to a breach of the foregoing certification.

18. **Groundwater Hazards.** Seller represents and warrants to Buyer that there is no known private burial site, well, solid waste disposal site, underground storage tank, hazardous waste, or private sewage disposal system on the property as described in Iowa Code Section 558.69, and therefore this transaction is exempt from the requirement to submit a groundwater hazard statement.

19. **Counterpart and Electronic Signatures.** This agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. Facsimile and PDF signatures are as effective as original signatures.

The parties are signing this agreement as of the date stated in the introductory clause.

SELLER:
**Iowa State Bank and Trust Company of
Fairfield, Iowa**

By: 

Aaron Kness, President & CEO

Date: 1/26/2024

BUYER:
City of Ottumwa, Iowa

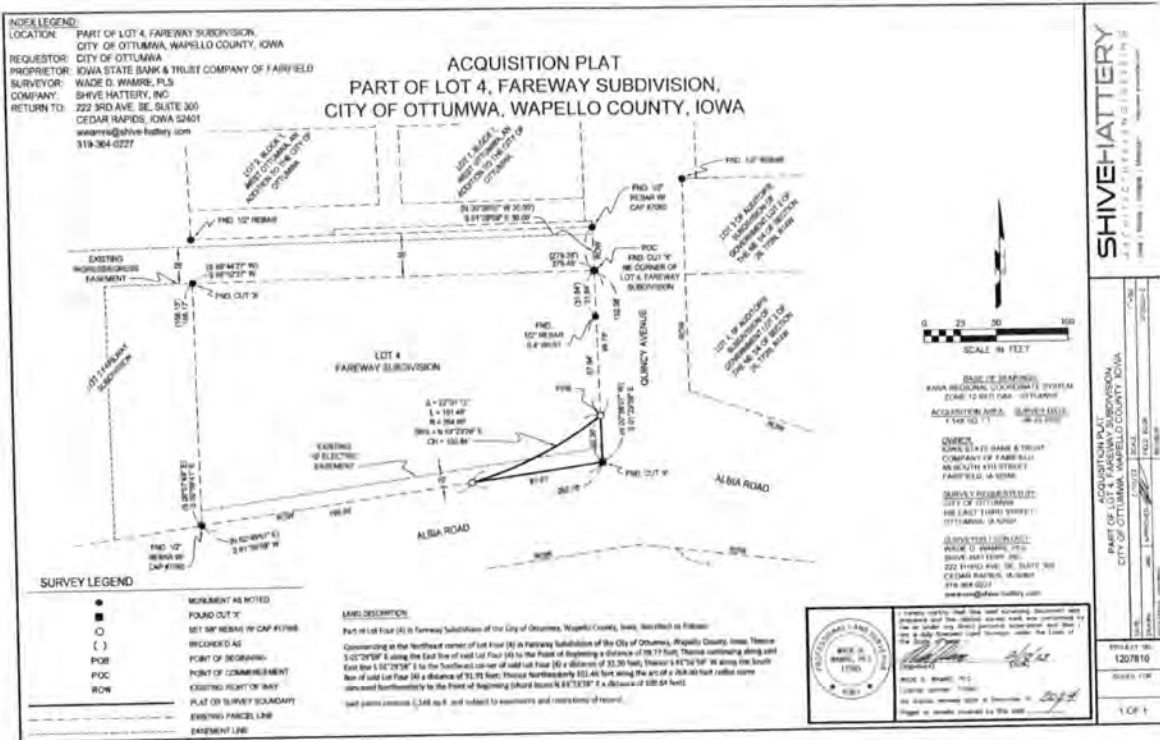
By: _____
Richard W. Johnson, Mayor

By: _____
Christina Reinhard, City Clerk

Date: _____

02246087-2\10981-1033

EXHIBIT A



ACQUISITION DESCRIPTION:

Part of Lot Four (4) in Fareway Subdivision of the City of Ottumwa, Wapello County, Iowa, described as follows:

Commencing at the Northeast corner of Lot Four (4) in Fareway Subdivision of the City of Ottumwa, Wapello County, Iowa; Thence S 01°29'59" E along the East line of said Lot Four (4) to the Point of Beginning a distance of 99.77 feet; Thence continuing along said East line S 01°29'59" E to the Southeast corner of said Lot Four (4) a distance of 32.30 feet; Thence S 81°56'59" W along the South line of said Lot Four (4) a distance of 91.91 feet; Thence Northeasterly 101.46 feet along the arc of a 264.00 foot radius curve concaved Northwesterly to the Point of Beginning (chord bears N 63°23'28" E a distance of 100.84 feet).

Said parcel contains 1,148 sq.ft. and subject to easements and restrictions of record.

CITY OF OTTUMWA

Staff Summary



**** ACTION ITEM ****

Council Meeting of: February 20, 2024

Engineering Department
Department

Phillip Burgmeier
Prepared By
Phillip Burgmeier

Department Head

[Signature]
City Administrator Approval

AGENDA TITLE: Resolution #29-2024. Approving and authorizing the purchase of certain real property, and authorizing execution of a real estate purchase agreement with Rodney Burns.

**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 #29-2024.

DISCUSSION: In order to construct and maintain parts of the Albia Road and Quincy Avenue Roundabout, several small land acquisitions are required. This land acquisition is for the purchase of 193 S.F. of land from Rodney Burns for the sum of \$325.00. Staff have met and worked with the current property owner explaining in detail the planned improvements. This Purchase Agreement sets the date of closing for March 8th, 2024.

Rodney Burns have agreed to the terms and have signed the Purchase Agreement. This Resolution will authorize the Mayor to sign this Purchase Agreement on behalf of the City of Ottumwa.

Funding: \$500,000.00 TSIP Grant
Budgeted amount: \$600,000.00

ITEM TO INCLUDE ON AGENDA

CITY OF OTTUMWA, IOWA

February 20, 2024

5:30 P.M.

- Resolution approving and authorizing the purchase of certain real property, and authorizing execution of a real estate purchase agreement with Rodney Burns

IMPORTANT INFORMATION

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

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

February 20, 2024

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

Absent: _____

Vacant: _____

* * * * *

Council Member _____ then introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION APPROVING AND AUTHORIZING THE PURCHASE OF CERTAIN REAL PROPERTY, AND AUTHORIZING EXECUTION OF A REAL ESTATE PURCHASE AGREEMENT WITH RODNEY BURNS", and moved:

- that the Resolution be adopted.
- to defer action on the Resolution and the proposal to the meeting to be held at _____ .M. on the _____ day of _____, 2024, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION NO. 29-2024

RESOLUTION APPROVING AND AUTHORIZING THE PURCHASE OF CERTAIN REAL PROPERTY, AND AUTHORIZING EXECUTION OF A REAL ESTATE PURCHASE AGREEMENT WITH RODNEY BURNS

WHEREAS, the City Council of the City of Ottumwa (the "City") has received a proposal in the form of a proposed Real Estate Purchase Agreement (the "Agreement") with Rodney Burns (the "Seller"), pursuant to which Agreement the City would purchase certain real property from the Seller for \$325; and

WHEREAS, the real property proposed to be purchased by the City under the Agreement is legally described as follows:

Part of the Southeast Quarter of the Northwest Quarter of Section Twenty-six (26), Township Seventy-two (72) North, Range Fourteen (14) West of the 5th P.M., in the City of Ottumwa, Wapello County, Iowa, also known as Lot Number Eight (8) of the Auditor's Subdivision of the Northwest Quarter (NW 1/4) in said Section Twenty-six (26), described as follows:

Commencing at the Center of Section Twenty-six (26), Township Seventy-two (72) North, Range Fourteen (14) West of the 5th P.M., Wapello County, Iowa; Thence N 00°58'51" W along the North and South Centerline of said Section Twenty-six (26) to the Point of Beginning a distance of 59.57 feet; Thence N 00°58'51" W continuing along said North and South Centerline to the current South Right of Way of Albia Road a distance of 14.00 feet; Thence S 81°56'59" W along said current South Right of Way a distance of 27.84 feet; Thence S 70°02'18" E to said North and South Centerline and the Point of Beginning a distance of 29.58 feet.

Said parcel contains 193 sq.ft. and subject to easements and restrictions of record.

WHEREAS, the proposed land exchange would further the City's planned infrastructure improvements at the Quincy-Albia intersection.

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

Section 1. That the purchase of the real property described herein for \$325, under the terms and conditions of the Agreement, is hereby approved.

Section 2. That the form and content of the Agreement, the provisions of which are incorporated herein by reference, be and the same hereby are in all respects authorized, approved and confirmed, and the Mayor and the City Clerk be and they hereby are authorized, empowered and directed to execute, attest, seal and deliver the Agreement for and on behalf of the City in substantially the form and content now before this meeting, but with such changes, modifications,

additions or deletions therein as shall be approved by such officers, and that from and after the execution and delivery of the Agreement, the Mayor and the City Clerk are hereby authorized, empowered and directed to do all such acts and things as may be necessary to complete the above-described transaction, including execution of ancillary documents.

PASSED AND APPROVED this _____, 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 Council hereto affixed this _____ day of _____, 2024.

City Clerk, City of Ottumwa, State of Iowa

Real Estate Purchase Agreement

This Real Estate Purchase Agreement is made by and between Rodney Burns (the "Seller") and the City of Ottumwa, Iowa (the "Buyer").

The parties agree as follows:

1. **Purchase and Sale of Property.** The Seller shall convey to the Buyer the real property legally described and depicted on the acquisition plat attached hereto as Exhibit A (the "Property"). The Seller shall convey the Property together with any easements and servient estates appurtenant thereto and subject to any (i) zoning restrictions, (ii) easements of record acceptable to the Buyer, and (iii) and restrictive covenants of record acceptable to the Buyer; provided Buyer, on possession, is permitted to make use of the Property for public right-of-way.

2. **Closing and Possession.** Closing shall occur on a date mutually agreed to between the parties on or before March 13, 2024 (the "Closing Date"). The Seller shall deliver possession of the Property to the Buyer on the Closing Date. This transaction shall be considered closed upon: (i) the filing of all title transfer documents, and (ii) the Seller's receipt of all funds due from the Buyer under this agreement ("Closing").

3. **Purchase Price.** The Purchase Price shall be \$325.00 (the "Purchase Price"). The Buyer shall pay the Purchase Price on the Closing Date, subject to adjustments as follows:

- a. Seller agrees that amounts payable for special assessments, mortgage payoffs, liens, or judgments impacting the Property shall be deducted at Closing from the amount paid to Seller.
- b. Seller shall pay all real estate taxes that are due and payable as of the date of possession and constitute a lien against the Property, including any unpaid real estate taxes for any prior years. Further, Seller shall also pay the prorated share of real estate taxes for the Property, based upon the Closing Date, for the fiscal year in which Closing occurs (due and payable in the subsequent fiscal year).

4. **Condition of Property.**

- a. The Seller shall preserve the Property in its present condition until the Closing Date, ordinary wear and tear excepted.
- b. At any time prior to the Closing Date ("Buyer Due Diligence Period"), Buyer may, at Buyer's expense, perform an acquisition study to determine the suitability of the Property for Buyer's intended use, which study may include, but not be limited to, Buyer's evaluation of the Due Diligence Documents; a physical inspection of the Property by persons of Buyer's choice; Buyer's evaluation of the area of the Property and availability to the Property of sufficient sanitary and storm sewer, gas, water, communication, and electrical utility services; Buyer's evaluation of parking availability, traffic flow, and ingress and egress to and from the Property; Buyer's evaluation of the zoning classification of the Property; Buyer's inspection and review of all agreements, leases, conveyances, encumbrances, restrictive covenants, contracts, or easements affecting the Property in any manner whatsoever; preparation, review, and approval of the Buyer's site and development plans for the Property, if any, by all governing agencies and necessary third parties; and other aspects of the Property pertaining to its use for Buyer's purposes. If Buyer is not

satisfied for any reason whatsoever with the results of its acquisition study of the Property, then on or before the expiration of the Buyer Due Diligence Period, Buyer may, in its sole discretion, terminate this agreement by providing written notice to Seller.

- c. Except as otherwise required by this agreement, the Seller shall sell and the Buyer shall accept the Property "as is, where is, with all faults."
- d. Seller acknowledges full settlement and payment from Buyer for all claims per the terms of this agreement and discharges Buyer from liability due to this agreement or the construction of a public improvement project on the Property.

5. **Survey; Abstract and Title; Deed.**

- a. Buyer has caused the acquisition plat attached hereto as Exhibit A, describing and depicting the Property, to be prepared. The parties agree that the acquisition plat shall be recorded following execution of this agreement. The legal description established by the acquisition plat shall be used to prepare an abstract of title or title report for the Property and to prepare the deed used to convey the Property at Closing.
- b. Buyer, at Buyer's expense, shall promptly, in the Buyer's discretion, either: (i) obtain an abstract of title to the Property continued to within 30 days of the Closing Date and deliver it to Buyer's attorney to examine and render a title opinion, or (ii) obtain a title report for the property. If the title opinion or title report does not show marketable title in Seller in conformity with this agreement, Iowa law, and the title standards of the Iowa State Bar Association, the Seller shall reasonably cooperate with the Buyer to remedy any defects to title. If the Seller is unable to cure the defects to title by the Closing Date, then either party may terminate this agreement by giving written notice to the other party.
- c. Seller shall convey the Property to Buyer by warranty deed, using form(s) furnished by Buyer, free and clear of all liens, restrictions, and encumbrances except as permitted by this agreement.

6. **Lease Agreements.** Seller represents and warrants to Buyer that there are no lease or occupancy agreements concerning the Property.

7. **Notice.** For a notice under this agreement to be valid, it must be in writing and must be delivered either (i) in person, (ii) via certified mail to the address noted below, or (iii) via email if the receiving party consents to receiving notice via email. All notices shall be effective upon receipt.

If to the Seller:

Rodney Burns
1311 N E Frisk Dr.
Ankeny, Iowa 50021

If to the Buyer:

City of Ottumwa, Iowa
ATTN: City Clerk
105 E. 3rd Street
Ottumwa, IA 52501

8. **Time of the Essence.** In the performance of each part of this agreement, time shall be of the essence.

9. **Choice of Law.** All claims relating to this agreement shall be governed by the laws of the State of Iowa without regard to principles of conflicts of law.

10. **Forum.** The sole and exclusive jurisdiction for any action arising from or relating to this agreement shall be in the state courts located in the county in which the Property is located.

11. **Assignment.** Neither party may transfer to any other person (i) any discretion granted under this agreement, (ii) any right under this agreement, (iii) any remedy under this agreement, or (iv) any obligation imposed under this agreement.

12. **Survival.** This agreement shall survive the Closing.

13. **Entire Agreement.** This agreement constitutes the entire understanding between the parties with respect to the subject matter of this agreement and supersedes all other agreements, whether written or oral, between the parties.

14. **Modification.** No amendment of this agreement will be effective unless it is in writing and signed by both parties.

15. **Waiver.** No waiver under this agreement will be effective unless it is in writing and signed by the party granting the waiver.

16. **Severability.** The parties agree that if a dispute between the parties arises out of this agreement, they would want the court to interpret this agreement as follows:

- a. With respect to any provision that it holds to be unenforceable, by modifying that provision to the minimum extent necessary to make it enforceable or, if that modification is not permitted by law, by disregarding that provision;
- b. If an unenforceable provision is modified or disregarded in accordance with this section, by holding that the rest of this agreement will remain in effect;
- c. By holding that any unenforceable provision will remain as written in any circumstances other than those in which the provision is held to be unenforceable; and
- d. If modifying or disregarding the unenforceable provision would result in failure of an essential purpose of this agreement, by holding the entire agreement unenforceable.

17. **Certification.** Buyer and Seller each certify that they are not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Each party hereby agrees to defend, indemnify and hold harmless the other party from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to a breach of the foregoing certification.

18. **Groundwater Hazards.** Seller represents and warrants to Buyer that there is no known private burial site, well, solid waste disposal site, underground storage tank, hazardous waste, or private sewage disposal system on the property as described in Iowa Code Section 558.69, and therefore this transaction is exempt from the requirement to submit a groundwater hazard statement.

19. **Counterpart and Electronic Signatures.** This agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. Facsimile and PDF signatures are as effective as original signatures.

The parties are signing this agreement as of the date stated in the introductory clause.

SELLER:
Rodney Burns

By: 
Rodney Burns

Date: 2-13-2024

BUYER:
City of Ottumwa, Iowa

By: _____
Richard W. Johnson, Mayor

By: _____
Christina Reinhard, City Clerk

Date: _____

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received
2-15-24 9AM

1916

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: February 20, 2024

Engineering Department
Department

Phillip Burgmeier
Prepared By
Phillip Burgmeier
Department Head

Pp Ru
City Administrator Approval

AGENDA TITLE: Resolution #33-2024. Authorizing the Mayor to execute two (2) Permanent Easements and four (4) Temporary Construction Easement Agreements for the Construction and Maintenance of the Albia Road and Quincy Avenue Roundabout.

****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 #33-2024.

DISCUSSION: In order to construct and maintain parts of Albia Road and Quincy Avenue Roundabout, the attached easements are required. Staff have met and worked with these property owners explaining in detail the planned improvements. The temporary easements are only in effect during construction and are in place to ensure there is adequate work space to allow for construction to be completed. The permanent easements will remain in place in perpetuity and allow for future maintenance and upkeep of the roundabout and associated utility infrastructure.

Both the permanent and temporary easements will be filed and recorded at the Wapello County Recorder's Office.

Funding: \$500,000.00 TSIP Grant
Budgeted amount: \$600,000.00

RESOLUTION #33-2024

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE TWO (2) PERMANENT EASEMENTS AND FOUR (4) TEMPORARY CONSTRUCTION EASEMENT AGREEMENTS FOR THE CONSTRUCTION AND MAINTENANCE OF THE ALBIA ROAD AND QUINCY AVENUE ROUNDABOUT

WHEREAS, This project is for the construction of a Roundabout at the intersection of Albia Road and Quincy Avenue and will include new utility installations including new storm sewer lines; and

WHEREAS, In order to complete this work, both Temporary and Permanent Easements are needed; and

WHEREAS, This resolution will authorize the Mayor to sign the easements on the City's behalf.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA THAT: The Mayor is authorized to sign the two (2) permanent and four (4) temporary construction easement agreements for the construction and maintenance of the Albia Road and Quincy Avenue Roundabout Project.

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

CITY OF OTTUMWA, IOWA

Richard W. Johnson, Mayor

ATTEST:

Christina Reinhard, City Clerk

DO NOT WRITE IN THE SPACE ABOVE THIS LINE. RESERVED FOR RECORDER.

Prepared by: The City of Ottumwa, Chad Carlson, Wapello County, Iowa 52501 (Phone: 641-638-0680)

Return to: City of Ottumwa, Chris Reinhard, 105 E. Third St, Ottumwa, Iowa 52501

**CITY OF OTTUMWA
PERMANENT UTILITY EASEMENT AGREEMENT FOR CONSTRUCTION AND
MAINTENANCE OF PUBLIC IMPROVEMENTS**

THIS AGREEMENT, entered into by the **City of Ottumwa, Iowa**, a municipal corporation, Grantee, (hereinafter called "City"), and **Wilson B&L LLC**, Grantor, (hereinafter called "Property Owner"). Property Owner grants unto City, its successors and assigns, including any agents, contractors, and employees designated by the city, a Permanent Utility Easement for the right of access, on, over, under, through and across the land as follows for the purpose of maintaining a roundabout, together with necessary appurtenances thereto:

The West 10 feet of that part of the Southwest Quarter of the Northeast Quarter of Section Twenty-six (26), Township Seventy-two (72) North, Range Fourteen (14) West of the 5th P.M. in Wapello County, Iowa, known as Lot Number Three (3) of the Auditor's Subdivision of said Southwest Quarter of the Northeast Quarter, described as follows: Beginning 132 feet North of the Intersection of the East side of Quincy Avenue and the North line of Albia Road and on the East side of Quincy Avenue; thence North along the east line of said Quincy Avenue 66 feet; thence East 132 feet; thence South 66 feet; thence West 132 feet to the place of beginning, Except

Beginning at a point on the east line of Quincy Avenue that is 257.6 feet north and 29.86 feet east of the center of said Section 26, Township 72, Range 14; said point of beginning also being described as the southwest corner of Auditors Lot 3 of Government Lot 2; thence north along the east line of Quincy Avenue a distance of 66.0 feet to the northwest corner of the said Auditors Lot 3; thence east 10.0 feet; thence south 10.0 feet from and parallel to the east line of Quincy Avenue a distance of 66.0 feet; thence west 10.0 feet to the point of beginning. Said tract to be used as street right-of-way.

Said easement contains 660 sq.ft. and subject to easements and restrictions of record.

NOW THEREFORE, in consideration of the mutual promises herein stated, the parties agree as follows:

I. Consideration

City shall bear the entire cost of restoring the area disturbed to a condition that is equal to or better than the condition before the work began. The Parties agree to following:

- 1.) The City will be responsible for having a 35' curb drop (25' driveway with 5' driveway flares) installed at a location to be agreed upon on site with all parties involved. The City too will be responsible to pour the first 6' of that driveway.
- 2.) The City will be responsible for installing a sanitary sewer lateral from the City sewer main to the Right of Way line following SUDAS Standards. Once the work has been completed, like all other sewer laterals in the City, this sanitary sewer lateral becomes the property and responsibility of the land owner it serves (currently Wilson B&L, LLC), and will run with the land.
- 3.) It is agreed upon, that up to one water service per lot (2 in total) may be installed (while the pavement is removed) by the property owner or designee. This work must comply with SUDAS Standards. Proper permits and tapping fees must be obtained through Ottumwa Water Works who will inspect the work. Similar to the sewer lateral, these water services are the property and responsibility of the land owner it serves (currently Wilson B&L, LLC), and will run with the land.

The property owner must understand that timing will be critical and there may only be a narrow window to complete this work. The City will communicate to its best ability to notify the property owner when the proper time to proceed is. It is requested that the property owner act promptly to install these services.

II. Possession

Possession of the premises is the essence of this agreement. Property Owner hereby grants to City the immediate right to enter the above described property.

III. Repairs

City agrees that any retaining wall, drain tile, fence, yard, or other improvements which may be damaged as a result of any entry made through an exercise of the rights granted to the City in this agreement shall be repaired at no expense to Property Owner.

IV. Damages, If Any

It is understood and agreed that the consideration for this agreement includes full compensation for all apparent damages caused by the exercise of this agreement.

V. City's Liability

City will assume all liability for all damages to the above described property caused by City's failure to use due care in its exercise of the rights granted.

VI. Easement Runs With the Land

The Permanent Utility Easement shall be deemed to run with the land and shall be binding on Property Owner and on the successors and assigns of Property Owner.

VII. Obstructions

Property Owner shall not erect any structure, plant any tree nor otherwise obstruct, the Easement Area without obtaining the prior written consent of City.

VIII. Five Year Right to Renegotiate

City hereby gives notice of the five-year right of Property Owner to renegotiate construction or maintenance damages not apparent at the time of the signing of this agreement, as required by Section 6B.52 of the Code of Iowa.

IX. Words and Phrases

Words and phrases herein, including acknowledgement herein, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to context.

X. Entire Agreement

This writing, consisting of (five (5) pages and attachments, constitutes the entire agreement between City and Property Owner, and there is no agreement to do or not to do any act or deed except as specifically provided herein.

XI. Acceptance by City

This Easement Agreement shall not be binding until it has been approved and accepted by the City Council of Ottumwa, Iowa, by Resolution. Said approval and acceptance shall be noted on this agreement.

Signed the _____ day of _____, _____.

CITY OF OTTUMWA, IOWA

By: _____
Richard W. Johnson, Mayor

Attest: _____
Chris Reinhard, City Clerk

STATE OF IOWA)
WAPELLO COUNTY) SS:
)

On this _____ day of _____, _____, before me, a Notary Public in and for the State of Iowa, personally appeared Richard W. Johnson and Chris Reinhard, to me personally known, and, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Ottumwa, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as contained in Resolution No. _____ Adopted by the City Council on the _____ day of _____, _____, and that Richard W. Johnson and Chris Reinhard acknowledged the execution of the instrument to be their voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public in and for Wapello County, Iowa

Signed the 7th day of February, 2024.

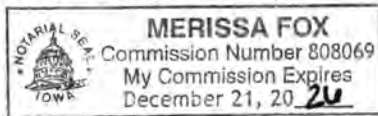
PROPERTY OWNER:

By: Wilson B&L LLC by Jessica Wilson - member
Jessica Wilson, Wilson B&L LLC

ALL PURPOSE ACKNOWLEDGMENT

STATE OF Iowa)
COUNTY OF Henry) SS

On this 7th day of February, 2024 before me, the undersigned, a Notary Public in and for said State, personally appeared Jessica Wilson and Wilson B&L LLC to me personally known, or X proved to me on the basis of satisfactory evidence to be the persons whose names are subscribed to the within instrument and acknowledged to me that they executed the same in their authorized capacities, and that by their signatures on the instrument the persons, or the entity upon behalf of which the person(s) acted, executed the instrument.



(NOTARY SEAL) _____

CAPACITY CLAIMED BY SIGNER:

- ____ INDIVIDUAL(S)
- ____ CORPORATE
- Title(s) of Corporate Officer(s): _____
- ____ Corporate Seal is affixed
- ____ No Corporate Seal procured
- ____ PARTNER(s):
- ____ Limited Partnership
- ____ General Partnership
- ____ ATTORNEY-IN-FACT
- ____ EXECUTOR(s).
- ____ ADMINISTRATOR(s),
- ____ or TRUSTEE(s)
- ____ GUARDIAN(s)
- ____ or CONSERVATOR(s)
- ____ OTHER: _____

(Sign in ink) Merissa Fox Merissa Fox
(Print/type name)

Notary Public in and for the State of Iowa

INDEX LEGEND:

LOCATION: PART OF LOT 3 OF THE AUDITOR'S SUBDIVISION OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 26, T72N, R14W, WAPELLO COUNTY, IOWA

REQUESTOR: CITY OF OTTUMWA

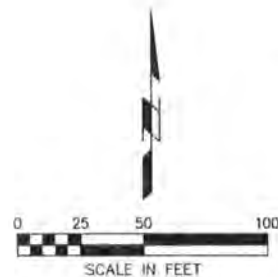
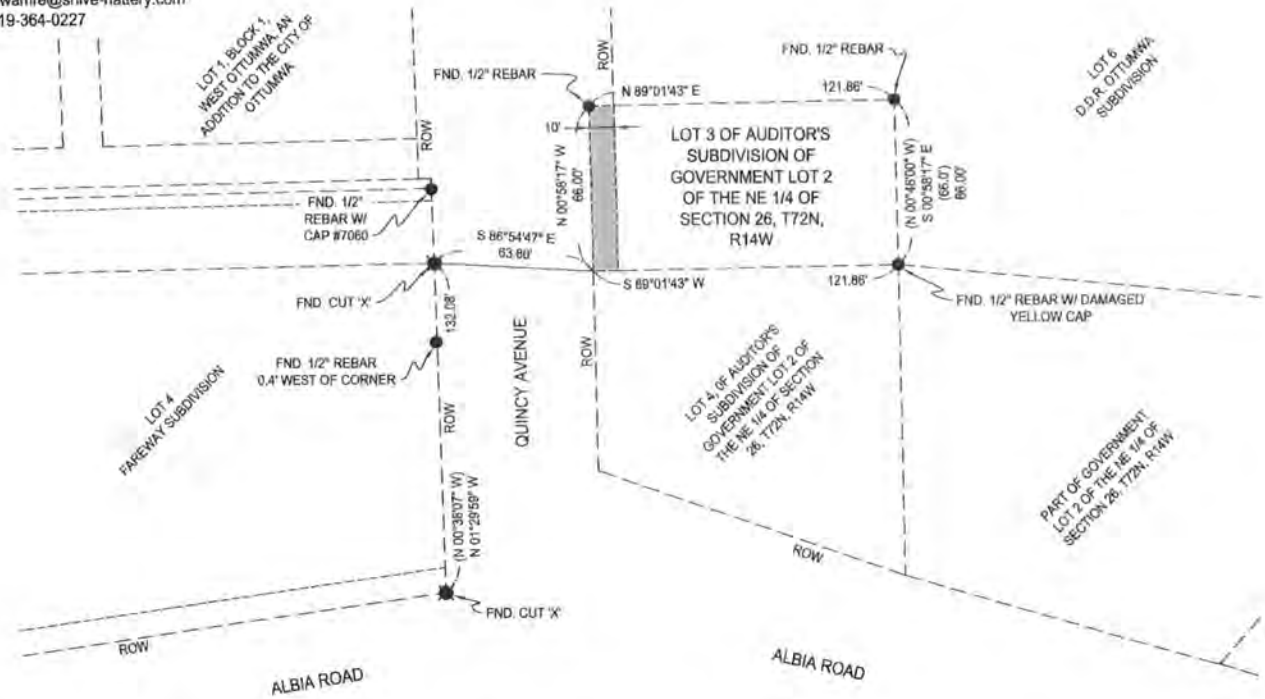
PROPRIETOR: WILSON B & L LLC

SURVEYOR: WADE D. WAMRE, PLS

COMPANY: SHIVE HATTERY, INC

RETURN TO: 222 3RD AVE. SE, SUITE 300
CEDAR RAPIDS, IOWA 52401
wwamre@shive-hattery.com
319-364-0227

PERMANENT UTILITY EASEMENT PLAT PART OF LOT 3 OF THE AUDITOR'S SUBDIVISION OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 26, T72N, R14W WAPELLO COUNTY, IOWA



BASE OF BEARINGS:
IOWA REGIONAL COORDINATE SYSTEM
ZONE 12 RED OAK, OTTUMWA

EASEMENT AREA: 660 SQ. FT. **SURVEY DATE:** 08-29-2022

OWNER:
WILSON B & L LLC
1588 OLD HIGHWAY 34
MOUNT PLEASANT, IA 52841

SURVEY REQUESTED BY:
CITY OF OTTUMWA
105 EAST THIRD STREET
OTTUMWA, IA 52501

SURVEYOR / CONTACT:
WADE D. WAMRE, PLS
SHIVE-HATTERY, INC
222 THIRD AVE. SE, SUITE 300
CEDAR RAPIDS, IA 52401
319-364-0227
wwamre@shive-hattery.com

SURVEY LEGEND

- MONUMENT AS NOTED
- ⊗ FOUND CUT 'X'
- SET 5/8" REBAR W/ CAP #17565
- () RECORDED AS
- ROW
- EXISTING RIGHT OF WAY
- PLAT OR SURVEY BOUNDARY
- EXISTING PARCEL LINE
- EASEMENT LINE
- ▨ PERMANENT UTILITY EASEMENT AREA

LAND DESCRIPTION:

The West 10 feet of that part of the Southwest Quarter of the Northeast Quarter of Section Twenty-six (26), Township Seventy-two (72) North, Range Fourteen (14) West of the 5th P.M. in Wapello County, Iowa, known as Lot Number Three (3) of the Auditor's Subdivision of said Southwest Quarter of the Northeast Quarter, described as follows: Beginning 132 feet North of the Intersection of the East side of Quincy Avenue and the North line of Albia Road and on the East side of Quincy Avenue; thence North along the east line of said Quincy Avenue 66 feet; thence East 132 feet; thence South 66 feet; thence West 132 feet to the place of beginning. Except

Beginning at a point on the east line of Quincy Avenue that is 257.6 feet north and 29.86 feet east of the center of said Section 26, Township 72, Range 14; said point of beginning also being described as the southwest corner of Auditors Lot 3 of Government Lot 2; thence north along the east line of Quincy Avenue a distance of 66.0 feet to the northwest corner of the said Auditors Lot 3; thence east 10.0 feet; thence south 10.0 feet from and parallel to the east line of Quincy Avenue a distance of 66.0 feet; thence west 10.0 feet to the point of beginning. Said tract to be used as street right-of-way.

Said easement contains 660 sq. ft. and subject to easements and restrictions of record.

SHIVEHATTERY
ARCHITECTURE-ENGINEERING
Iowa | Illinois | Indiana | Missouri

PERMANENT UTILITY EASEMENT PLAT
PART OF LOT 3 OF THE AUDITOR'S SUBDIVISION OF THE SOUTHWEST QUARTER
OF THE NORTHEAST QUARTER OF SECTION 26, T72N, R14W, WAPELLO COUNTY, IOWA

PROJECT NO. 1207810
ISSUED FOR 1 OF 1

DATE	2/10/23	SCALE	1"=50'
DRAWN	JMD	FIELD BOOK	DT2022-2
APPROVED		REVISION	

DO NOT WRITE IN THE SPACE ABOVE THIS LINE, RESERVED FOR RECORDER

Prepared by: The City of Ottumwa, Chad Carlson, Wapello County, Iowa 52501 (Phone: 641-638-0680)

Return to: City of Ottumwa, Chris Reinhard 105 E. Third St. Ottumwa, Iowa 52501

**CITY OF OTTUMWA
PERMANENT UTILITY EASEMENT AGREEMENT FOR CONSTRUCTION AND
MAINTENANCE OF PUBLIC IMPROVEMENTS**

THIS AGREEMENT, entered into by the **City of Ottumwa, Iowa**, a municipal corporation, Grantee, (hereinafter called "City"), and **Iowa State Bank & Trust Company of Fairfield**, Grantor, (hereinafter called "Property Owner"). Property Owner grants unto City, its successors and assigns, including any agents, contractors, and employees designated by the city, a Permanent Utility Easement for the right of access, on, over, under, through and across the land as follows for the purpose of maintaining a storm sewer, together with necessary appurtenances thereto:

Part of Lot Four (4) in Fareway Subdivision of the City of Ottumwa, Wapello County, Iowa, described as follows:

Beginning at the Northeast corner of Lot Four (4) in Fareway Subdivision of the City of Ottumwa, Wapello County, Iowa; Thence S 01°29'59" E along the East line of said Lot Four (4) a distance of 99.77 feet; Thence Southwesterly 29.50 feet along the arc of a 264.00 foot radius curve concaved Northwesterly (chord bears S 55°34'57" W a distance of 29.49 feet); Thence N 03°16'52" E a distance of 67.09 feet; Thence N 00°55'53" W to the North line of said Lot Four (4) a distance of 49.07 feet; Thence N 88°52'27" E along said North line to the Point of Beginning a distance of 18.68 feet.

Said easement contains 2,205 sq.ft. and subject to easements and restrictions of record.

NOW THEREFORE, in consideration of the mutual promises herein stated, the parties agree as follows:

I. Consideration

City shall bear the entire cost of restoring the area disturbed to a condition that is equal to or better than the condition before the work began. The City agrees to install a 6" sewer lateral from the City's Public Sewer Main to the Right of Way line (approx. back of curb). Once installed, this sewer lateral, along with all future maintenance and repairs, becomes the property of Iowa State Bank and Trust. The location of the lateral is to be agreed upon in the field with all parties. In addition, Iowa State Bank & Trust are

granted permission to connect their storm sewer infrastructure (roof drains, storm drains, etc.) to the City's Storm Sewer System.

II. Possession

Possession of the premises is the essence of this agreement. Property Owner hereby grants to City the immediate right to enter the above described property.

III. Repairs

City agrees that any retaining wall, drain tile, fence, yard, or other improvements which may be damaged as a result of any entry made through an exercise of the rights granted to the City in this agreement shall be repaired at no expense to Property Owner.

IV. Damages, If Any

It is understood and agreed that the consideration for this agreement includes full compensation for all apparent damages caused by the exercise of this agreement.

V. City's Liability

City will assume all liability for all damages to the above described property caused by City's failure to use due care in its exercise of the rights granted.

VI. Easement Runs With the Land

The Permanent Utility Easement shall be deemed to run with the land and shall be binding on Property Owner and on the successors and assigns of Property Owner.

VII. Obstructions

Property Owner shall not erect any structure, plant any tree nor otherwise obstruct, the Easement Area without obtaining the prior written consent of City.

VIII. Five Year Right to Renegotiate

City hereby gives notice of the five-year right of Property Owner to renegotiate construction or maintenance damages not apparent at the time of the signing of this agreement, as required by Section 6B.52 of the Code of Iowa.

IX. Words and Phrases

Words and phrases herein, including acknowledgement herein, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to context.

X. Entire Agreement

This writing, consisting of (four (4) pages and attachments, constitutes the entire agreement between City and Property Owner, and there is no agreement to do or not to do any act or deed except as specifically provided herein.

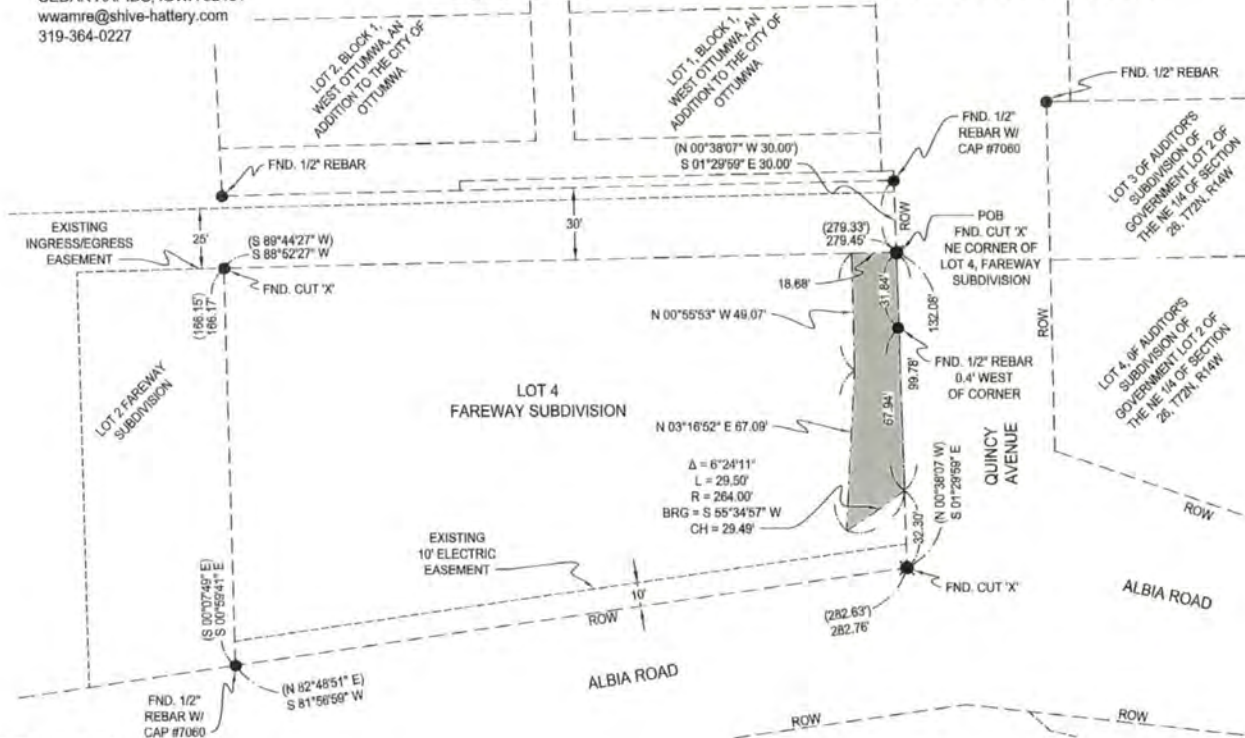
XI. Acceptance by City

This Easement Agreement shall not be binding until it has been approved and accepted by the City Council of Ottumwa, Iowa, by Resolution. Said approval and acceptance shall be noted on this agreement.

INDEX LEGEND:

LOCATION: PART OF LOT 4, FAREWAY SUBDIVISION,
CITY OF OTTUMWA, WAPELLO COUNTY, IOWA
REQUESTOR: CITY OF OTTUMWA
PROPRIETOR: IOWA STATE BANK & TRUST COMPANY OF FAIRFIELD
SURVEYOR: WADE D. WAMRE, PLS
COMPANY: SHIVE HATTERY, INC
RETURN TO: 222 3RD AVE. SE, SUITE 300
CEDAR RAPIDS, IOWA 52401
wwamre@shive-hattery.com
319-364-0227

**PERMANENT UTILITY EASEMENT PLAT
PART OF LOT 4, FAREWAY SUBDIVISION,
CITY OF OTTUMWA, WAPELLO COUNTY, IOWA**



SURVEY LEGEND

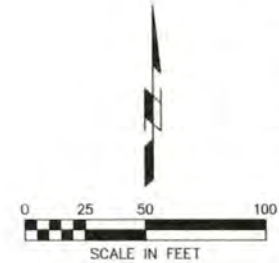
●	MONUMENT AS NOTED
■	FOUND CUT 'X'
○	SET 5/8" REBAR W/ CAP #17565
()	RECORDED AS
POB	POINT OF BEGINNING
ROW	EXISTING RIGHT OF WAY
—	PLAT OR SURVEY BOUNDARY
- - -	EXISTING PARCEL LINE
- - -	EASEMENT LINE
■	PERMANENT UTILITY EASEMENT AREA

LAND DESCRIPTION:

Part of Lot Four (4) in Fareway Subdivision of the City of Ottumwa, Wapello County, Iowa, described as follows:

Beginning at the Northeast corner of Lot Four (4) in Fareway Subdivision of the City of Ottumwa, Wapello County, Iowa; Thence S 01°29'59" E along the East line of said Lot Four (4) a distance of 99.77 feet; Thence Southwesterly 29.50 feet along the arc of a 264.00 foot radius curve concave Northwesterly (chord bears S 55°34'57" W a distance of 29.49 feet); Thence N 03°16'52" E a distance of 67.09 feet; Thence N 00°55'53" W to the North line of said Lot Four (4) a distance of 49.07 feet; Thence N 88°52'27" E along said North line to the Point of Beginning a distance of 18.68 feet.

Said easement contains 2,205 sq.ft. and subject to easements and restrictions of record.



BASE OF BEARINGS:
IOWA REGIONAL COORDINATE SYSTEM:
ZONE 12 RED OAK - OTTUMWA

EASEMENT AREA: 2,205 SQ. FT.
SURVEY DATE: 08-29-2022

OWNER:
IOWA STATE BANK & TRUST
COMPANY OF FAIRFIELD
95 SOUTH 4TH STREET
FAIRFIELD, IA 52556

SURVEY REQUESTED BY:
CITY OF OTTUMWA
105 EAST THIRD STREET
OTTUMWA, IA 52501

SURVEYOR / CONTACT:
WADE D. WAMRE, PLS
SHIVE-HATTERY, INC
222 THIRD AVE. SE, SUITE 300
CEDAR RAPIDS, IA 52401
319-364-0227
wwamre@shive-hattery.com

SHIVE-HATTERY
ARCHITECTURE-ENGINEERING
Iowa | Illinois | Indiana | Missouri

PERMANENT UTILITY EASEMENT PLAT
PART OF LOT 4, FAREWAY SUBDIVISION,
CITY OF OTTUMWA, WAPELLO COUNTY, IOWA

DATE	DRAWN	APPROVED	SCALE	FIELD BOOK	REVISION
		JAD	2/10/23		072022-2

PROJECT NO.
1207810

ISSUED FOR

DO NOT WRITE IN THE SPACE ABOVE THIS LINE, RESERVED FOR RECORDER

Prepared by: The City of Ottumwa, Chad Carlson, Wapello County, Iowa 52501 (Phone: 641-638-0680)

Return to: City of Ottumwa, Chris Reinhard, 105 E. Third St, Ottumwa, Iowa 52501

**CITY OF OTTUMWA
TEMPORARY EASEMENT AGREEMENT FOR CONSTRUCTION OF PUBLIC
IMPROVEMENTS**

THIS AGREEMENT, entered into by the **City of Ottumwa, Iowa**, a municipal corporation, Grantee, (hereinafter called "City"), and **Rodney Burns**, Grantor, (hereinafter called "Property Owner"). Property Owner grants unto City, its successors and assigns, including any agents, contractors, and employees designated by the city, a temporary right of access, on, over, under, through and across the land as follows for the purpose of constructing a roundabout on public Right of Way together with necessary appurtenances thereto:

A Temporary Construction Easement as depicted on the attached Property Impact Document.

NOW THEREFORE, in consideration of the mutual promises herein stated, the parties agree as follows:

I. Consideration

City shall bear the entire cost of restoring the area disturbed to a condition that is equal to or better than the condition before work began. City shall pay Property Owner \$0.00 (Zero Dollars), as there is a mutual benefit, for the use of the above described property for the temporary easement to construct said improvements, together with necessary appurtenances thereto. The City agrees to help re-establish a gravel parking area by furnishing gravel as necessary and re-grading the site. The intent is not to substantially alter or modify this graveled parking area, rather assist in rehabilitating it.

II. Possession

Possession of the premises is the essence of this agreement. Property Owner hereby grants to City and assignees the immediate right to enter the above described property.

III. Repairs

City agrees that any structure, driveway, heated driveway and its elements, sign, fence, retaining wall, drain tile, yard, or other improvements which may be damaged as a result of any entry made through an exercise of the rights granted to the City in this agreement shall be repaired at no expense to Property Owner.

IV. Damages, If Any

It is understood and agreed that the consideration for this agreement includes full compensation for all apparent damages caused by the exercise of this agreement.

V. City's Liability

City will assume all liability for all damages to the above described property caused by City's failure to use due care in its exercise of the rights granted.

VI. Termination

The temporary easement described herein will terminate upon completion of the construction project.

VII. Easement Runs With the Land

The temporary easement shall be deemed to run with the land until completion of the construction project. Until completion, this easement shall be binding on Property Owner and on the successors and assigns of Property Owner.

VIII. Obstructions

Property Owner shall not erect any structure, plant any tree nor otherwise obstruct, the Temporary Easement Area without obtaining the prior written consent of City.

IX. Five Year Right to Renegotiate

City hereby gives notice of the five-year right of Property Owner to renegotiate construction or maintenance damages not apparent at the time of the signing of this agreement, as required by Section 6B.52 of the Code of Iowa.

X. Words and Phrases

Words and phrases herein, including acknowledgement herein, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to context.

XI. Entire Agreement

This writing, consisting of four (4) pages and attachments, constitutes the entire agreement between City and Property Owner, and there is no agreement to do or not to do any act or deed except as specifically provided herein.

XII. Acceptance by City

This easement agreement shall not be binding until it has been approved and accepted by the City Council of Ottumwa, Iowa, by Resolution. Said approval and acceptance shall be noted on this agreement.

Signed the _____ day of _____, _____.

CITY OF OTTUMWA, IOWA

By: _____
Richard W. Johnson, Mayor

Attest: _____
Chris Reinhard, City Clerk

STATE OF IOWA)
) SS:
WAPELLO COUNTY)

On this _____ day of _____, _____, before me, a Notary Public in and for the State of Iowa, personally appeared Richard W. Johnson, to me personally known, and, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Ottumwa, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as contained in Resolution No. _____ Adopted by the City Council on the _____ day of _____, _____, and that Richard W. Johnson and Chris Reinhard acknowledged the execution of the instrument to be their voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public in and for Wapello County, Iowa

Signed the _____ day of _____, _____.

PROPERTY OWNER:

By: Rodney Burns
Rodney Burns

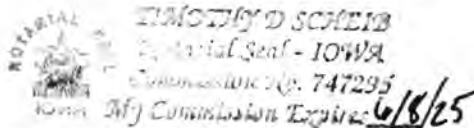
ALL PURPOSE ACKNOWLEDGMENT

STATE OF Iowa)
) SS:
COUNTY OF Polk)

On this 24 day of January, 2024, before me, the undersigned, a Notary Public in and for said State, personally appeared Rodney Burns and _____, to me personally known, or proved to me on the basis of satisfactory evidence to be the persons whose names are subscribed to the within instrument and acknowledged to me that they executed the same in their authorized capacities, and that by their signatures on the instrument the persons, or the entity upon behalf of which the person(s) acted, executed the instrument.

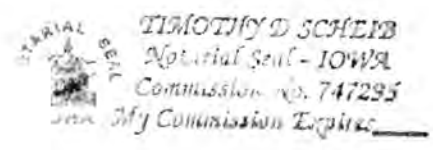
CAPACITY CLAIMED BY SIGNER:

- INDIVIDUAL(S)
- CORPORATE
- Title(s) of Corporate Officer(s): _____
- Corporate Seal is affixed
- No Corporate Seal procured
- PARTNER(s):
- Limited Partnership
- General Partnership
- ATTORNEY-IN-FACT
- EXECUTOR(s).
- ADMINISTRATOR(s).
- or TRUSTEE(s)
- GUARDIAN(s)
- or CONSERVATOR(s)
- OTHER: _____

(NOTARY SEAL) _____


(Sign in ink) _____
(Print/type name) _____

Notary Public in and for the State of Iowa

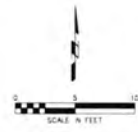
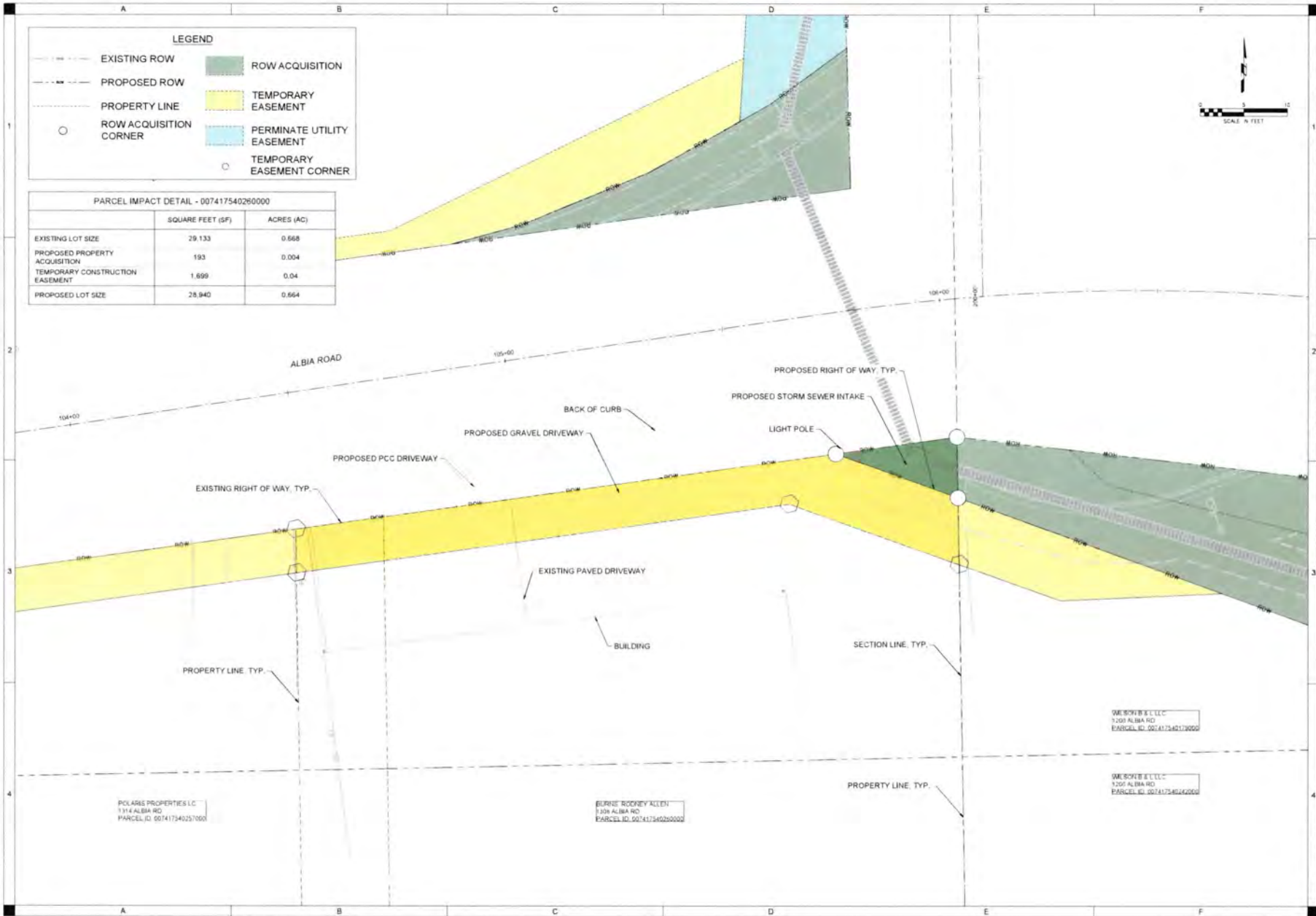


LEGEND

EXISTING ROW	ROW ACQUISITION
PROPOSED ROW	TEMPORARY EASEMENT
PROPERTY LINE	PERMATE UTILITY EASEMENT
ROW ACQUISITION CORNER	TEMPORARY EASEMENT CORNER

PARCEL IMPACT DETAIL - 007417540260000

	SQUARE FEET (SF)	ACRES (AC)
EXISTING LOT SIZE	29,133	0.668
PROPOSED PROPERTY ACQUISITION	193	0.004
TEMPORARY CONSTRUCTION EASEMENT	1,699	0.04
PROPOSED LOT SIZE	28,940	0.664



SHIVE-HATTERY
 ARCHITECTURAL ENGINEERING
 2227 THIRD AVENUE, SUITE 200
 519-284-2027 | SHIVE-HATTERY.COM

**NORTH QUINCY AVENUE AND ALBIA ROAD
 INTERSECTION IMPROVEMENTS**

CITY OF OTTUMWA
 CS-15F-8622(649)-85-50
 WAPELO COUNTY, IOWA

DATE	1
DRAWN BY	
APPROVED BY	
REVISION FOR	CONSTRUCTION
ISSUE DATE	07/20/2023
PROJECT NUMBER	15F85
FIELD BOOK	

**PROPERTY
 IMPACT
 DOCUMENT
 BURNS**

EX.05

WESKOB'S LLC
 1201 ALBIA RD
 PARCEL ID: 007417540212000

WESKOB'S LLC
 1201 ALBIA RD
 PARCEL ID: 007417540242000

POLARIS PROPERTIES LC
 1314 ALBIA RD
 PARCEL ID: 007417340257000

BURNIE ROONEY ALLEN
 1308 ALBIA RD
 PARCEL ID: 007417340260000

DO NOT WRITE IN THE SPACE ABOVE THIS LINE, RESERVED FOR RECORDER

Prepared by The City of Ottumwa, Chad Carlson, Wapello County, Iowa 52501 (Phone 641-638-0680)

Return to City of Ottumwa, Chris Reinhard, 105 E Third St, Ottumwa, Iowa 52501

**CITY OF OTTUMWA
TEMPORARY EASEMENT AGREEMENT FOR CONSTRUCTION OF PUBLIC
IMPROVEMENTS**

THIS AGREEMENT, entered into by the **City of Ottumwa, Iowa**, a municipal corporation, Grantee, (hereinafter called "City"), and **Polaris Properties LLC**, Grantor, (hereinafter called "Property Owner"). Property Owner grants unto City, its successors and assigns, including any agents, contractors, and employees designated by the city, a temporary right of access, on, over, under, through and across the land as follows for the purpose of constructing a roundabout on public Right of Way together with necessary appurtenances thereto:

A Temporary Construction Easement as depicted on the attached Property Impact Document.

NOW THEREFORE, in consideration of the mutual promises herein stated, the parties agree as follows:

I. Consideration

City shall bear the entire cost of restoring the area disturbed to a condition that is equal to or better than the condition before work began. City shall pay Property Owner \$0.00 (Zero Dollars), as there is a mutual benefit, for the use of the above described property for the temporary easement to construct said improvements, together with necessary appurtenances thereto.

II. Possession

Possession of the premises is the essence of this agreement. Property Owner hereby grants to City and assignees the immediate right to enter the above described property.

III. Repairs

City agrees that any structure, sign, fence, retaining wall, drain tile, yard, driveway, or other improvements which may be damaged as a result of any entry made through an exercise of the rights granted to the City in this agreement shall be repaired at no expense to Property Owner.

IV. Damages, If Any

It is understood and agreed that the consideration for this agreement includes full compensation for all apparent damages caused by the exercise of this agreement.

V. City's Liability

City will assume all liability for all damages to the above described property caused by City's failure to use due care in its exercise of the rights granted.

VI. Termination

The temporary easement described herein will terminate upon completion of the construction project.

VII. Easement Runs With the Land

The temporary easement shall be deemed to run with the land until completion of the construction project. Until completion, this easement shall be binding on Property Owner and on the successors and assigns of Property Owner.

VIII. Obstructions

Property Owner shall not erect any structure, plant any tree nor otherwise obstruct, the Temporary Easement Area without obtaining the prior written consent of City.

IX. Five Year Right to Renegotiate

City hereby gives notice of the five-year right of Property Owner to renegotiate construction or maintenance damages not apparent at the time of the signing of this agreement, as required by Section 6B.52 of the Code of Iowa.

X. Words and Phrases

Words and phrases herein, including acknowledgement herein, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to context.

XI. Entire Agreement

This writing, consisting of four (4) pages and attachments, constitutes the entire agreement between City and Property Owner, and there is no agreement to do or not to do any act or deed except as specifically provided herein.

XII. Acceptance by City

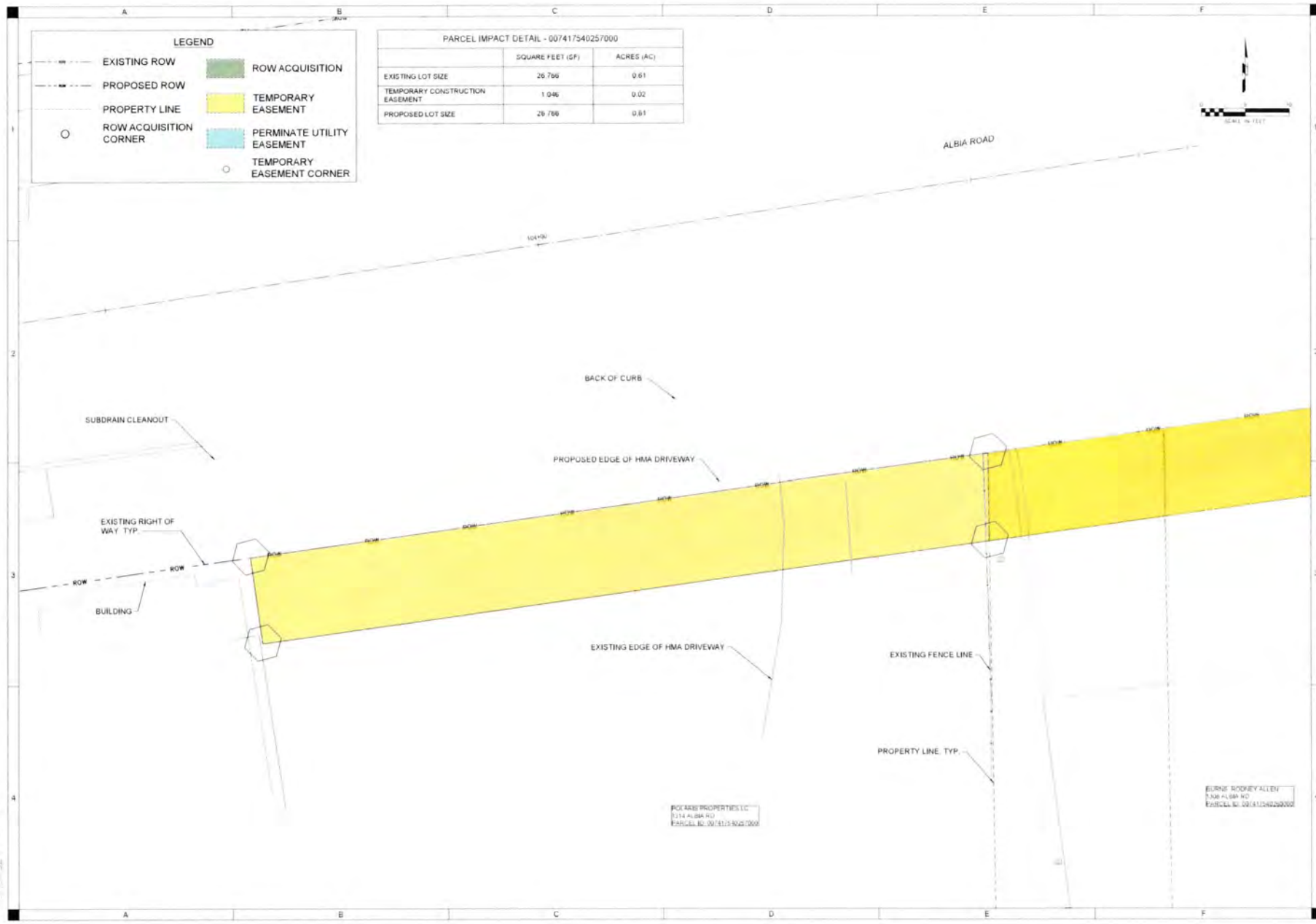
This easement agreement shall not be binding until it has been approved and accepted by the City Council of Ottumwa, Iowa, by Resolution. Said approval and acceptance shall be noted on this agreement.

LEGEND

- EXISTING ROW
- PROPOSED ROW
- PROPERTY LINE
- ROW ACQUISITION CORNER
- ROW ACQUISITION
- TEMPORARY EASEMENT
- PERMATE UTILITY EASEMENT
- TEMPORARY EASEMENT CORNER

PARCEL IMPACT DETAIL - 007417540257000

	SQUARE FEET (SF)	ACRES (AC)
EXISTING LOT SIZE	26,768	0.61
TEMPORARY CONSTRUCTION EASEMENT	1,046	0.02
PROPOSED LOT SIZE	26,768	0.61



POLARIS PROPERTIES LLC
 5114 ALBIA RD
 PARCEL NO. 007417540257000

BURNS ROONEY ALLEN
 730 ALBIA RD
 EMBELL ID: 0014124020000

SHIVE-HATTERY
 SURVEYING & ENGINEERING
 1110 N. STATE ST. SUITE 100
 CHARLESTON, WV 25302
 (304) 762-1100

**NORTH QUINCY AVENUE AND ALBIA ROAD
 INTERSECTION IMPROVEMENTS**

CITY OF OTTUMWA
 CC-19-0020849-0500
 WAPELO COUNTY IOWA

DATE	BY
APPROVED BY	CONSTRUCTION
ISSUED FOR	PROJECT
PROJECT DATE	PROJECT
PROJECT NUMBER	PROJECT
PROJECT NO.	PROJECT

PROPERTY
 IMPACT
 DOCUMENT
 POLARIS

DO NOT WRITE IN THE SPACE ABOVE THIS LINE, RESERVED FOR RECORDER

Prepared by: The City of Ottumwa, Chad Carlson, Wapello County, Iowa 52501 (Phone: 641-638-0680)

Return to: City of Ottumwa, Chris Reinhard, 105 E. Third St, Ottumwa, IA 52501

**CITY OF OTTUMWA
TEMPORARY EASEMENT AGREEMENT FOR THE CONSTRUCTION AND
MAINTENANCE OF PUBLIC IMPROVEMENTS**

THIS AGREEMENT, entered into by the **City of Ottumwa, Iowa**, a municipal corporation, Grantee, (hereinafter called "City"), and **Iowa State Bank & Trust Company of Fairfield**, Grantor, (hereinafter called "Property Owner"). Property Owner grants unto City, its successors and assigns, including any agents, contractors, and employees designated by the city, a temporary right of access, on, over, under, through and across the land as follows for the purpose of constructing a roundabout on public Right of Way together with necessary appurtenances thereto:

A Temporary Construction Easement as depicted on the attached Property Impact Document.

NOW THEREFORE, in consideration of the mutual promises herein stated, the parties agree as follows:

I. Consideration

City shall bear the entire cost of restoring the area disturbed to a condition that is equal to or better than the condition before work began. City shall pay Property Owner \$0.00 (Zero Dollars), as there is a mutual benefit, for the use of the above described property for the temporary easement to construct said improvements, together with necessary appurtenances thereto.

II. Possession

Possession of the premises is the essence of this agreement. Property Owner hereby grants to City and assignees the immediate right to enter the above described property.

III. Repairs

City agrees that any structure, sign, fence, retaining wall, drain tile, yard, driveway, or other improvements which may be damaged as a result of any entry made through an exercise of the rights granted to the City in this agreement shall be repaired at no expense to Property Owner.

IV. Damages, If Any

It is understood and agreed that the consideration for this agreement includes full compensation for all apparent damages caused by the exercise of this agreement.

V. City's Liability

City will assume all liability for all damages to the above described property caused by City's failure to use due care in its exercise of the rights granted.

VI. Termination

The temporary easement described herein will terminate upon completion of the construction project.

VII. Easement Runs With the Land

The temporary easement shall be deemed to run with the land until completion of the construction project. Until completion, this easement shall be binding on Property Owner and on the successors and assigns of Property Owner.

VIII. Obstructions

Property Owner shall not erect any structure, plant any tree nor otherwise obstruct, the Temporary Easement Area without obtaining the prior written consent of City.

IX. Five Year Right to Renegotiate

City hereby gives notice of the five-year right of Property Owner to renegotiate construction or maintenance damages not apparent at the time of the signing of this agreement, as required by Section 6B.52 of the Code of Iowa.

X. Words and Phrases

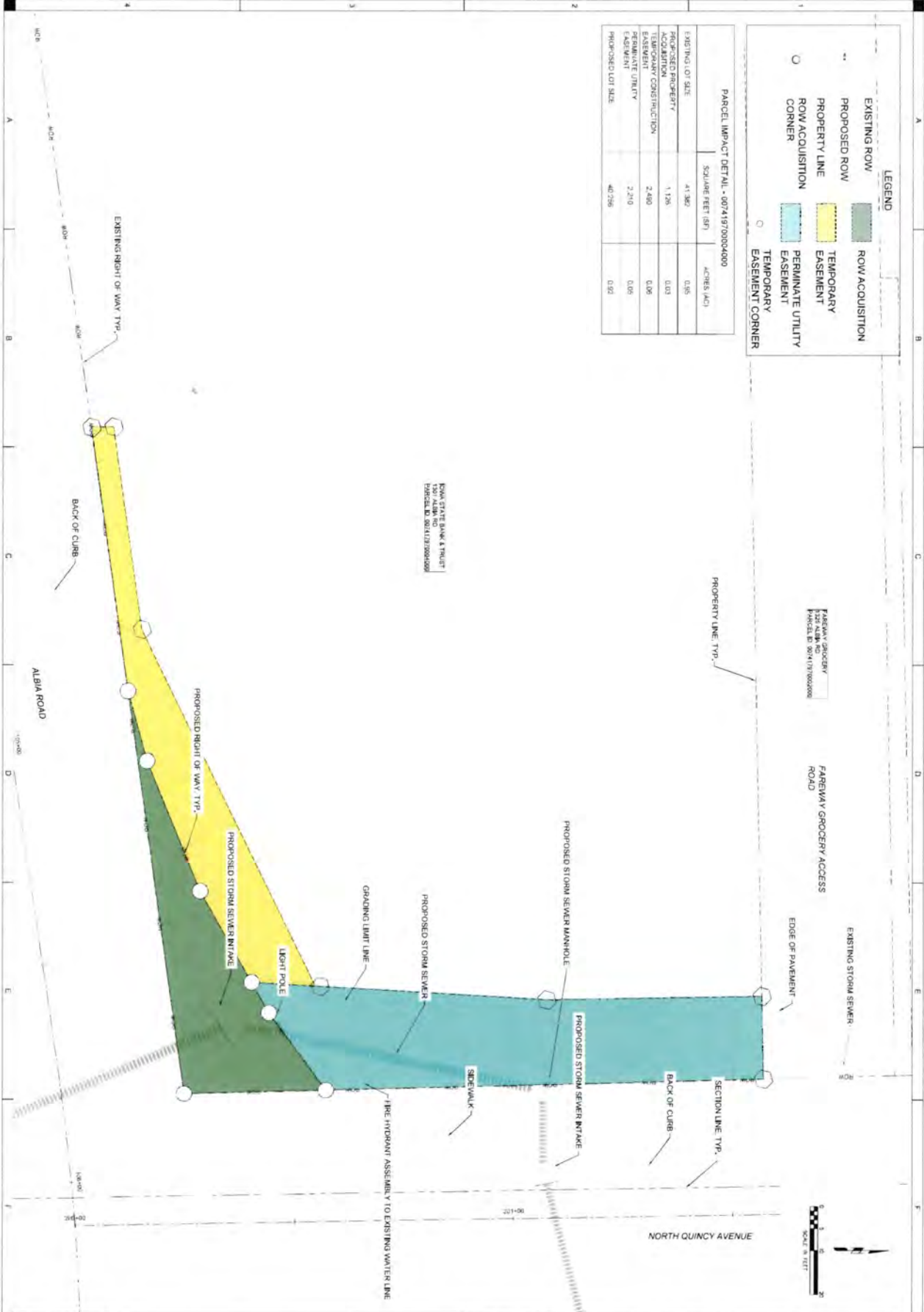
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XII. Acceptance by City

This easement agreement shall not be binding until it has been approved and accepted by the City Council of Ottumwa, Iowa, by Resolution. Said approval and acceptance shall be noted on this agreement.



PROPERTY IMPACT DOCUMENT - IOWA STATE B & T
EX.01

DRAWN BY	CBE
APPROVED BY	SH
ISSUED FOR	CONSTRUCTION
ISSUE DATE	08/11/2020
PROJECT NUMBER	2019-1
FIELD BOOK	

NORTH QUINCY AVENUE AND ALBIA ROAD INTERSECTION IMPROVEMENTS
 CITY OF OTTUMWA
 CS-TS-6825(649)-85-60
 WAPELLO COUNTY IOWA

SHIVE-HATTERY
 ENGINEERS & ARCHITECTS
 222 THIRD AVENUE, SE, SUITE 200
 CLEAR LAKE, IOWA 50425
 319.364.0227 | SHIVE-HATTERY.COM

DO NOT WRITE IN THE SPACE ABOVE THIS LINE, RESERVED FOR RECORDER

Prepared by: The City of Ottumwa, Chad Carlson, Wapello County, Iowa 52501 (Phone: 641-638-0680)

Return to: City of Ottumwa, Chris Reinhard, 105 E Third St, Ottumwa, IA 52501

CITY OF OTTUMWA
TEMPORARY EASEMENT AGREEMENT FOR CONSTRUCTION AND MAINTENANCE OF
PUBLIC IMPROVEMENTS

THIS AGREEMENT, entered into by the **City of Ottumwa, Iowa**, a municipal corporation, Grantee, (hereinafter called "City"), and **Wilson B&L, LLS**, Grantor, (hereinafter called "Property Owner"). Property Owner grants unto City, its successors and assigns, including any agents, contractors, and employees designated by the city, a temporary right of access, on, over, under, through and across the land as follows for the purpose of constructing a roundabout on public Right of Way together with necessary appurtenances thereto:

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X. Words and Phrases

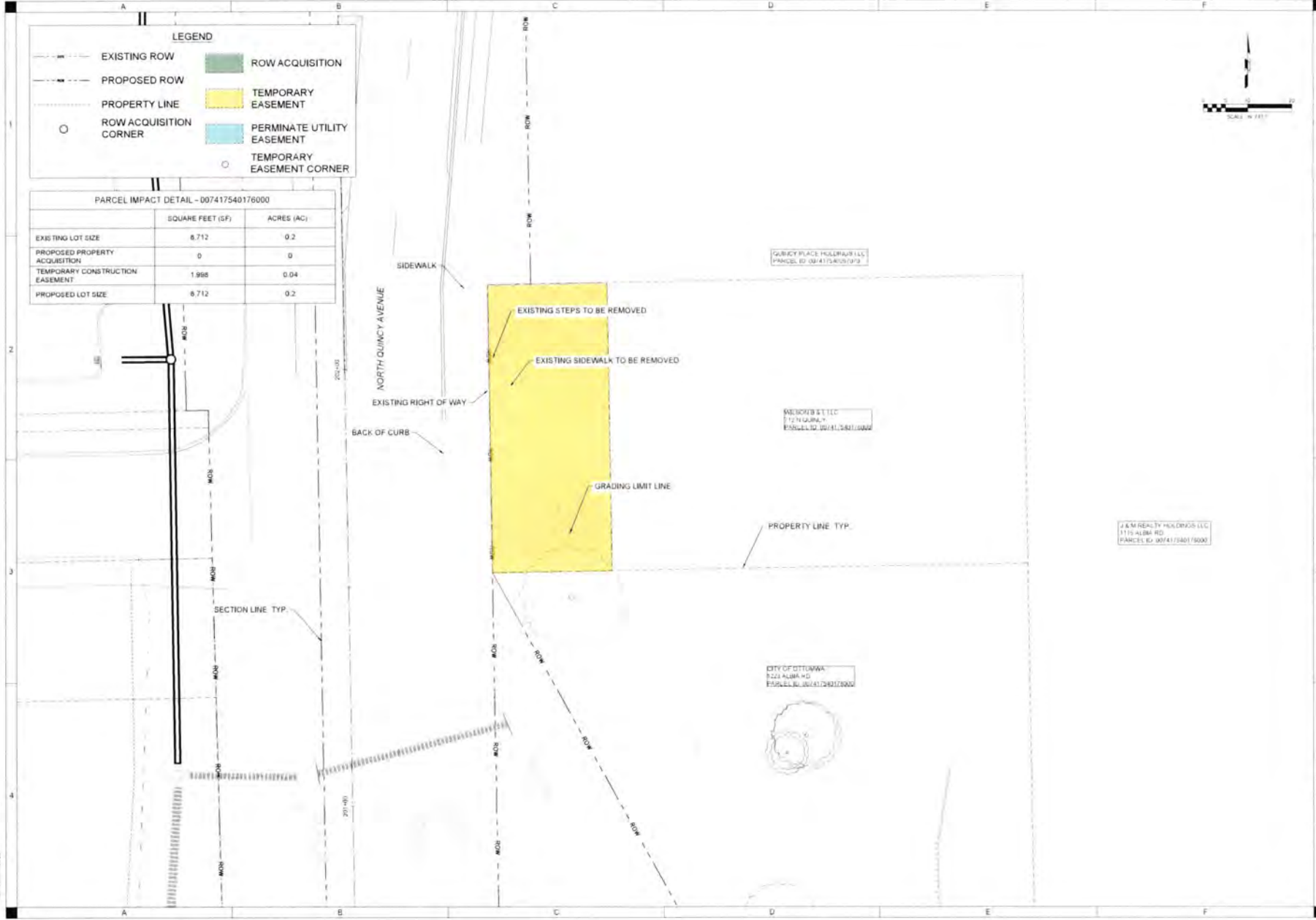
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LEGEND

- EXISTING ROW
- PROPOSED ROW
- PROPERTY LINE
- ROW ACQUISITION CORNER
- ROW ACQUISITION
- TEMPORARY EASEMENT
- PERMATE UTILITY EASEMENT
- TEMPORARY EASEMENT CORNER

PARCEL IMPACT DETAIL - 007417540176000

	SQUARE FEET (SF)	ACRES (AC)
EXISTING LOT SIZE	8,712	0.2
PROPOSED PROPERTY ACQUISITION	0	0
TEMPORARY CONSTRUCTION EASEMENT	1,968	0.04
PROPOSED LOT SIZE	8,712	0.2

SHIVE-HATTERY
2411 4TH AVENUE, SUITE 100
CLEAR LAKE, IOWA 50425
PH: 515.281.1100 | WWW.SHIVE-HATTERY.COM

**NORTH QUINCY AVENUE AND ALBIA ROAD
INTERSECTION IMPROVEMENTS**

**PRELIMINARY
DOCUMENT -
NOT FOR
CONSTRUCTION**

DATE	1
PROJECT	2
PREPARED BY	3
DESIGNED FOR	4
SCALE	5
PROJECT NUMBER	6
SCALE	7
SCALE	8
SCALE	9
SCALE	10

**PROPERTY
IMPACT
DOCUMENT -
WILSON**

EX.03

received
2-16-24 130p

Item No. I.-4.

CITY OF OTTUMWA Staff Summary

**** ACTION ITEM ****

Council Meeting of : Feb 20, 2024

Planning & Development
Department

Zach Simonson

Prepared By

Zach Simonson

Department Head

City Administrator Approval

AGENDA TITLE: Resolution No. 44-2024, A Resolution Waiving Building Permit Fees for the Ottumwa Sportsplex Project

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution No. 44-2024.

DISCUSSION: The Ottumwa Sports Commission have proposed to construct a 60,000 square foot indoor athletics complex in Sycamore Park. The Council has previously allocated funds for this project and also a co-applicant on the project's successful Destination Iowa Grant application. As the project is in a City park and the City is a funding partner, staff recommends waiving the fees.

Source of Funds:

Budgeted Item: Budget Amendment Needed:

Building permit fees are generally waived for projects undertaken directly by the City or on City property. Building permit fees are based on project valuation, and for this project would be approximately \$42,000.

RESOLUTION NO. 44-2024

A RESOLUTION WAIVING BUILDING PERMIT FEES FOR THE OTTUMWA
COMMUNITY SCHOOLS TENNIS COURTS PROJECT

WHEREAS, the Ottumwa Sports Commission has proposed to a 60,000 square foot indoor sports complex in Sycamore Park, and

WHEREAS, the City of Ottumwa has invested capital funds in this project; and

WHEREAS, the City of Ottumwa is a co-applicant in the Destination Iowa Grant for this Project; and

WHEREAS, the project will advance priorities set in the Comprehensive Plan to increase sports tourism and recreation options for residents and the region;

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

Commercial building permit fees, plan review fees, electrical, plumbing and mechanical permit fees for the Ottumwa Sportsplex Project be waived.

Passed and adopted this 20th day of February, 2024

City of Ottumwa, Iowa

Richard W. Johnson, Mayor

ATTEST:

Chris Reinhart, City Clerk

received
2-15-24 lpm

Item No. I.-5.

box

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: February 20, 2024

John Lloyd WPCF Superintendent

Prepared By

Public Works - WPCF

Department

Phillip Burgmeier

Department Head

City Administrator Approval

AGENDA TITLE: Resolution # 55-2024. Approve New Lab and Hauled Waste Fees for the WPCF.

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# 55-2024. Approve new fees.

DISCUSSION: The WPCF provides services to outside entities as part of the normal course of work. The fees for some of these services has not kept up with the changing cost of providing the services.

The first attachment is an updated schedule of lab fees. Our in house lab provides testing services for local businesses, community treatment systems, and some nearby small towns. The new lab fees are calculated based on costs of consumables, depreciation of capital equipment, and labor costs. Also included is a discount for users inside the City. When clients drop off tests for our lab to perform they will sometimes drop of samples for tests we do not perform in house. We will package these samples with our samples and send them to an outside lab. The fee structure is currently set up with a specific price for these tests. The flat handling fee on top of what we are charged will remain the same. This will simplify billing because we will not have to change our fees every time the outside lab changes theirs. Shipping Fees will be market rate.

Another service we provide is the treatment of hauled waste. The fees for this have not kept up with our changing costs, or with the more diverse type of waste we are now receiving. The proposed fees attached are based on the new BOD and TSS surcharges, and the content of each waste source as determined by testing.

RESOLUTION NO. 55-2024

A RESOLUTION APPROVING NEW LAB AND HAULED WASTE FEES FOR THE
WATER
POLLUTION CONTROL FACILITY

WHEREAS, Section 31- 14(b)(9) of the municipal code authorizes the council to set fees for laboratory tests and waste hauler dumping by resolution; and,

WHEREAS, The current fees no longer reflect the changing costs of providing these services; and,

WHEREAS, Lab and Hauled Waste Fees will be in effect beginning July 1, 2024,

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA THAT: The attached fee schedules proposed are hereby approved and adopted.

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

CITY OF OTTUMWA, IOWA

Richard W. Johnson, Mayor

ATTEST:

Christina Reinhard, CMC, City Clerk

2024

WPCF Testing Fees				
	Current	Proposed	Current	Proposed
Test	Inside Ottumwa	Inside City	Outside Ottumwa	Outside City
pH	\$5.00	\$8.00	\$6.00	\$9.00
DO	\$5.00	\$8.00	\$6.00	\$9.00
BOD	\$20.00	\$22.00	\$22.00	\$24.00
CBOD	\$20.00	\$22.00	\$22.00	\$24.00
TSS	\$10.00	\$12.00	\$11.00	\$13.00
MLSS	\$10.00	\$12.00	\$11.00	\$13.00
Total Solids	\$10.00	\$12.00	\$11.00	\$13.00
Ammonia	\$20.00	\$20.00	\$22.00	\$22.00
E. coli	\$30.00	\$30.00	\$33.00	\$33.00
Fecal coliform	\$30.00	\$30.00	\$33.00	\$33.00
Total N	\$11.00	\$11.00	\$11.00	\$11.00
Total P	\$24.00	\$24.00	\$24.00	\$24.00
TKN	\$30.00	\$30.00	\$30.00	\$30.00

WPCF Testing Fees for Outsourced Samples	
\$2.00 per test handling charge in addition to the cost of the test and current market shipping charges.	

WPCF Hauled Waste Fees		
All Hauled Waste	\$25 per load	
Septic and Porta-Potti	12 Cents per Gallon	Effective July 1, 2022
	13 Cents per Gallon	Effective July 1, 2024
Normal Strength Domestic	1 Cent/Gallon	
Landfill Leachate	2 Cents/Gallon	

Fee Schedule from May 4, 2021

WPCF In-house Test Fees		
Test	Inside City	Outside City
pH	\$ 5.00	\$ 6.00
DO	\$ 5.00	\$ 6.00
BOD, CBOD	\$ 20.00	\$ 22.00
TSS	\$ 10.00	\$ 11.00
MLSS	\$ 10.00	\$ 11.00
Total Solids	\$ 10.00	\$ 11.00
Ammonia	\$ 20.00	\$ 22.00
Alkalinity	\$ 10.00	\$ 11.00
Chlorine	\$ 10.00	\$ 11.00
E. coli	\$ 30.00	\$ 33.00
Fecal	\$ 30.00	\$ 33.00
Brix	\$ 5.00	\$ 6.00
SOUR	\$ 25.00	\$ 28.00
Conductivity	\$ 5.00	\$ 6.00
Volatile Acids	\$ 25.00	\$ 28.00
COO	\$ 25.00	\$ 28.00

WPCF Outsourced Test Fees
\$2.00 per test handling charge in addition to the cost of the test and any individual shipping charges.

WPCF Hauled Waste Fees		
	Proposed Fees	
All Hauled Waste	\$25 per load	
Septic and Port a-Potti	10 Cents/ Gallon	Effective Immediately
	11 Cents/ Gallon	Effective July 1, 2021
	12 Cents/ Gallon	Effective July 1, 2022
Normal Strength Domestic	1 Cent/ Gallon	
Landfill leachate	2 Cents/ Gallon	

Test	Current	Proposed	Current	Proposed
	Inside Ottumwa	Inside City	Outside Ottumwa	Outside City
pH	5	8	6	9
DO	5	8	6	9
BOD	20	23	22	25
CBOD	20	23	22	25
TSS	10	12	11	13
MLSS	10	12	11	13
Total Solids	10	12	11	13
Ammonia	20	20	22	22
E. coli	30	30	33	33
Fecal coliform	30	30	33	33
Alkalinity	10	10	11	11
Chlorine	10		11	
Brix	5	5	6	6
Sour	25	30	28	33
Conductivity	5	8	6	10
Volatile Acids	25	28	28	30
Total N	11	11	11	11
Total P	24	24	24	24
TKN	30	30	30	30
COD	25	25	28	28

\$3 increase

\$3 increase

\$3 increase

\$3 increase

\$2 increase

\$2 increase

\$2 increase

No Change

No Change

No Change

These are sent off and have a shipping charge to be added onto.

Not certified for testing and haven't tested in at least 5 years

Not Certified by the State to test.

Maintain the \$2.00 handling charge, and a market rate to ship.

FUND 670 LANDFILL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024BUDGET	2024 YTD	2024 AMENDED	DEPARTMENT
670-840-4300	INVESTMENT INCOME	\$ 37,833.00	\$ 12,000.00	\$ 25,881.71	\$ 50,000.00	\$ 40,000.00
670-840-4310	RENT	\$ -	\$ -	\$ -		
670-840-4313	CROP GROUND RENT	\$ 750.00	\$ 750.00	\$ -	\$ 750.00	\$ 750.00
670-840-4340	OTHER MISC USE MONEY PROP					\$ 25,000.00
670-840-4585	LANDFILL FEES	\$ 2,130,433.99	\$ 2,300,000.00	\$ 1,369,052.13	\$ 2,486,000.00	\$ 2,300,000.00
670-840-4586	YARD WASTE DISPOSAL	\$ -	\$ 11,100.00	\$ -	\$ 11,100.00	
670-840-4587	LANDSCAPE ROCK DELIVERY	\$ 566.02	\$ -	\$ 80.00	\$ 100.00	\$ 100.00
670-840-4700	DONATIONS/CONTRIBUTIONS	\$ 89.20	\$ -	\$ 80.00	\$ 100.00	\$ 100.00
670-840-4715	REFUND/REIMBURSEMENT			\$ 1,632.62	\$ 2,000.00	\$ -
670-840-4725	SALES TAX REFUND	\$ -	\$ -	\$ 141.40	\$ 300.00	\$ 300.00
670-840-4745	SALE OF SALVAGE	\$ 5,169.25	\$ 1,554.00	\$ 1,611.02	\$ 1,554.00	\$ -
670-840-4753	LATE PAYMENT FEES	\$ 1,419.76	\$ -	\$ 2,891.16	\$ 5,000.00	\$ 3,000.00
670-840-4830	TRANSFERS FROM OTHER FUND	\$ 4,000.00	\$ -	\$ -	\$ -	
	TOTALS FOR REVENUES	\$ 2,180,261.22	\$ 2,325,404.00	\$ 1,401,370.04	\$ 2,556,904.00	\$ 2,369,250.00

FUND 670 LANDFILL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD	2024 AMENDED	DEPARTMENT
670-8-840-6010	REGULAR SALARIES & WAGES	\$ 240,386.57	\$ 317,877.00	\$ 144,717.64	\$ 317,877.00	\$ 337,774.00
670-8-840-6020	COMP TIME	\$ 1,418.89	\$ -	\$ 368.10		
670-8-840-6040	OVERTIME	\$ 16,553.07	\$ 25,288.00	\$ 9,992.51	\$ 25,288.00	\$ 11,116.00
670-8-840-6043	WAGE SERVICE CREDIT	\$ -	\$ -	\$ -		\$ 3,775.00
670-8-840-6062	HOLIDAY LEAVE	\$ 10,658.33	\$ -	\$ 8,857.40		
670-8-840-6063	SICK LEAVE	\$ 19,945.11	\$ -	\$ 7,418.12		
670-8-840-6064	VACATION LEAVE	\$ 22,079.13	\$ -	\$ 12,376.43		
670-8-840-6066	JOB DIFFERENTIAL	\$ -	\$ -	\$ 574.11		
670-8-840-6068	NIGHTTIME DIFFERENTIAL			\$ 1.24		
670-8-840-6070	INCENTIVE	\$ 1,607.49	\$ -	\$ 1,298.82		
670-8-840-6110	CITY SHARE FOR FICA	\$ 21,903.74	\$ 21,276.00	\$ 13,594.99	\$ 21,276.00	\$ 21,865.00
670-8-840-6120	Medicare	\$ -	\$ 4,976.00	\$ -	\$ 4,976.00	\$ 5,114.00
670-8-840-6130	CITY SHARE FOR IPERS	\$ 27,635.48	\$ 40,640.00	\$ 16,771.07	\$ 40,640.00	\$ 33,292.00
670-8-840-6150	GROUP HEALTH INSURANCE	\$ 89,874.88	\$ 89,745.00	\$ 48,826.61	\$ 89,745.00	\$ 89,745.00
670-8-840-6151	GROUP LIFE INSURANCE	\$ 722.22	\$ 756.00	\$ 596.70	\$ 756.00	\$ 858.00
670-8-840-6160	WORKMENS COMPENSATION	\$ 3,764.00	\$ 13,703.00	\$ -	\$ 13,703.00	\$ 15,082.00
670-8-840-6162	EMPLOYEE PHYSICALS/TESTS	\$ 278.00	\$ -	\$ 132.00		
670-8-840-6210	DUES & MEMBERSHIPS	\$ 1,450.12	\$ 1,820.00	\$ 735.00	\$ 1,820.00	\$ 1,820.00
670-8-840-6220	SUBSCRIPTION/EDUCATION	\$ -	\$ 200.00	\$ -	\$ 200.00	\$ 235.00

FUND 670 LANDFILL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024BUDGET	2024 YTD	2024 AMENDED	DEPARTMENT
670-8-840-6230	TRAINING	\$ 1,568.73	\$ 510.00	\$ 212.30	\$ 510.00	\$ 900.00
670-8-840-6240	TRAVEL & CONFERENCE	\$ 942.05	\$ 3,430.00	\$ 2,466.76	\$ 3,430.00	\$ 4,000.00
670-8-840-6310	BUILDING MAINT REPAIR	\$ 28,060.00	\$ 3,101.00	\$ 534.00	\$ 3,101.00	\$ 3,240.00
670-8-840-6331	VHCL MTCE SUPPLIES	\$ 166,544.57	\$ 104,505.00	\$ 63,568.92	\$ 104,505.00	\$ 130,250.00
670-8-840-6333	VHCL-FUEL	\$ 79,971.41	\$ 70,428.00	\$ 30,984.13	\$ 70,428.00	\$ 84,500.00
670-8-840-6335	IOWA FUEL TAX	\$ 83.93	\$ -	\$ 97.65	\$ 200.00	\$ 200.00
670-8-840-6340	OFFICE/COMP. EQUIP MAINT.	\$ 39.99	\$ 2,660.00	\$ -	\$ 2,660.00	\$ 2,660.00
670-8-840-6350	EQUIP REPAIR	\$ -	\$ 2,370.00	\$ -	\$ 2,370.00	\$ 2,370.00
670-8-840-6370	PROPANE GAS	\$ 9,934.51	\$ 9,030.00	\$ 2,465.65	\$ 9,030.00	\$ 15,030.00
670-8-840-6371	ELECTRIC	\$ 9,142.47	\$ 9,000.00	\$ 4,634.60	\$ 9,000.00	\$ 9,000.00
670-8-840-6373	TELEPHONE/IT	\$ 1,373.53	\$ 2,850.00	\$ 225.16	\$ 2,850.00	\$ 2,850.00
670-8-840-6374	WATER	\$ 475.74	\$ 720.00	\$ 259.40	\$ 720.00	\$ 800.00
670-8-840-6399	OTHER MAINT & REPAIR	\$ 600.00	\$ -	\$ -		
670-8-840-6402	ADVERT/LEGAL PUBL	\$ 645.38	\$ 1,300.00	\$ 656.37	\$ 1,300.00	\$ 1,500.00
670-8-840-6406	INSURANCE CLAIMS	\$ 5,000.00	\$ -	\$ -		
670-8-840-6407	ENGINEERING	\$ 59,039.03	\$ 110,500.00	\$ 21,739.75	\$ 110,500.00	\$ 110,500.00
670-8-840-6408	PROPERTY INSURANCE	\$ 1,675.91	\$ 9,000.00	\$ 4,063.71	\$ 9,000.00	\$ 9,000.00
670-8-840-6411	LEGAL FEES	\$ -	\$ -	\$ 930.50	\$ 2,000.00	
670-8-840-6414	PRINTING	\$ -	\$ 150.00	\$ -	\$ 150.00	\$ 150.00

FUND 670 LANDFILL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024BUDGET	2024 YTD	2024 AMENDED	DEPARTMENT
670-8-840-6418	IDNR SOLID WASTE FEES	\$ 66,361.27	\$ 80,000.00	\$ 93,923.84	\$ 128,000.00	\$ 128,000.00
670-8-840-6419	TECHNOLOGY SERVICES	\$ -	\$ 3,918.00		\$ 3,918.00	\$ 4,918.00
670-8-840-6421	INTRDPTMNTL SERV CHARGES	\$ 11,023.50	\$ 18,200.00	\$ 387.42	\$ 18,200.00	\$ 18,200.00
670-8-840-6423	PHOTOCOPIES	\$ -	\$ 50.00	\$ 0.04	\$ 50.00	\$ 50.00
670-8-840-6424	PERMITS	\$ 784.00	\$ 557.00	\$ 84.00	\$ 557.00	\$ 934.00
670-8-840-6425	ADMINISTRATIVE FEES	\$ 54,000.00	\$ 54,000.00	\$ 27,000.00	\$ 54,000.00	\$ 54,000.00
670-8-840-6436	CREDIT CARD FEES	\$ 94.72	\$ 2,000.00	\$ 150.00	\$ 2,000.00	\$ 300.00
670-8-840-6442	VHCL INSURANCE	\$ 238.72	\$ 1,100.00	\$ 97.26	\$ 1,100.00	\$ 1,100.00
670-8-840-6444	GEN LIABIL INSURANCE	\$ 22,756.02	\$ 18,117.00	\$ 3,515.40	\$ 24,000.00	\$ 26,000.00
670-8-840-6445	VHCL LIABILITY INSURANCE	\$ 545.41	\$ 1,971.00	\$ 446.16	\$ 1,971.00	\$ 2,500.00
670-8-840-6498	MISC CONTRACT WORK	\$ 14,929.60	\$ 41,000.00	\$ 19,468.99	\$ 41,000.00	\$ 41,000.00
670-8-840-6499	CONTRACTUAL SERVICES	\$ 54,024.27	\$ 97,000.00	\$ 8,449.00	\$ 97,000.00	\$ 92,000.00
670-8-840-6504	TOOLS & SMALL EQUIP	\$ 2,025.86	\$ 5,630.00	\$ 967.42	\$ 5,630.00	\$ 5,630.00
670-8-840-6506	OFFICE SUPPLIES	\$ 3,670.23	0	\$ 1,100.07	\$ 2,500.00	\$ 3,300.00
670-8-840-6507	OPERATING SUPPLIES	\$ 19,491.24	\$ 56,270.00	\$ 37,012.17	\$ 56,270.00	\$ 58,000.00
670-8-840-6508	POSTAGE & SHIPPING	\$ 22.26	\$ 125.00	\$ -	\$ 125.00	\$ 125.00
670-8-840-6531	STREET MAINT SUPPLIES	\$ 106,707.48	\$ 136,491.00	\$ 9,964.11	\$ 136,491.00	\$ 136,500.00
670-8-840-6532	SUSTENANCE SUPPLIES	\$ 2,154.07	\$ 2,852.00	\$ 934.25	\$ 2,852.00	\$ 2,860.00
670-8-840-6599	OTHER SUPPLIES	\$ 1,575.74	\$ 3,500.00	\$ -	\$ 3,500.00	\$ 3,500.00

FUND 670 LANDFILL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD	2024 AMENDED	DEPARTMENT
670-8-840-6625	SMALL OFFICE EQUIP	\$ -	\$ 4,000.00	\$ 505.00	\$ 4,000.00	\$ 6,500.00
670-8-840-6627	OTHER SMALL CAPITAL	\$ 1,000.00	\$ 38,000.00	\$ -	\$ 38,000.00	\$ 48,455.00
670-8-840-6723	HEAVY MOTORIZED EQUIP	\$ 290,600.00	\$ 525,000.00	\$ 91,000.00	\$ 525,000.00	\$ 392,700.00
670-8-840-6727	OTHER CAPITAL EQUIP	\$ -	\$ 250,000.00	\$ 32,596.90	\$ 250,000.00	
670-8-840-6801	PRINCIPAL PAYMENT	\$ -	\$ 135,000.00	\$ -		
670-8-840-6851	INTEREST PAYMENT	\$ -	\$ 24,850.00			
	TOTALS FOR LANDFILL	\$ 1,475,378.67	\$ 2,348,711.00	\$ 726,701.67	\$ 2,244,199.00	\$ 1,924,198.00
670-8-841-6499	CONTRACTUAL SERVICES	\$ 24,075.00	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 30,000.00
	TOTALS FOR CHAMNESS COMPOSTA	\$ 24,075.00	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 30,000.00
				\$ -		
670-9-910-6910	TRANSFER/INTERFUND	\$ 648,805.00	\$ 500,000.00	\$ 225,000.00	\$ 692,124.00	\$ 640,550.00
	<i>To Debt Service 200</i>				\$ 159,850.00	\$ 155,550.00
	<i>To Recycling</i>				\$ 450,000.00	\$ 450,000.00
	<i>To Landfill Reserve- FY22/FY23 Costs</i>				\$ 52,274.00	\$ -
	<i>To Landfill Reserve</i>				\$ 30,000.00	\$ 35,000.00
	TOTALS FOR LANDFILL FUND	\$ 2,148,258.67	\$ 2,878,711.00	\$ 951,701.67	\$ 2,966,323.00	\$ 2,594,748.00

6/30/23 Ending Balance	1,494,094.19
FY24 Amended Revenues	2,556,904.00
FY24 Amended Expenditures	2,966,323.00
Projected 6/30/24 Ending Balance	1,084,675.19
FY25 Revenues	2,369,250.00
FY25 Expenditures	2,594,748.00
Projected 6/30/25 Ending Balance	859,177.19

FUND 671 LANDFILL RESERVE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD	2024 AMENDED	DEPARTMENT
671-000-4830	Transfer From Other Funds	\$ (50,000.00)	\$ -	\$ -		
671-840-4300	INVESTMENT INCOME	\$ -	\$ -	\$ 14,316.08	\$ 35,000.00	\$ 30,000.00
671-840-4830	TRANSFERS/INTER FUND LOAN	\$ 100,000.00	\$ 50,000.00	\$ -	\$ 82,274.00	\$ 35,000.00
	TOTALS FOR REVENUES	\$ 50,000.00	\$ 50,000.00	\$ 14,316.08	\$ 117,274.00	\$ 65,000.00
671-9-910-6910	TRANSFERS TO LANDFILL	\$ -	\$ -	\$ -		

6/30/23 Ending Balance	1,241,555.00
FY24 Amended Revenues	117,274.00
FY24 Amended Expenditures	-
Projected 6/30/24 Ending Balance	1,358,829.00
FY25 Revenues	65,000.00
FY25 Expenditures	-
<u>Projected 6/30/25 Ending Balance</u>	<u>1,423,829.00</u>

FUND 673 RECYCLING

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024BUDGET	2024 YTD	2024 AMENDED	DEPARTMENT
673-843-4300	INVESTMENT INCOME	\$ -	\$ -	\$ 4,937.47	\$ 10,000.00	\$ 8,000.00
673-843-4450	STATE GRANTS - IDNR	\$ 9,490.75	\$ -	\$ 3,670.00	\$ 3,670.00	
673-843-4538	SCRAP METAL	\$ 15,714.00	\$ 12,000.00	\$ 5,898.07	\$ 12,000.00	\$ 10,000.00
673-843-4539	FREON RECOVERY	\$ -	\$ -	\$ -	\$ -	\$ -
673-843-4540	OUT OF AREA - HH WASTE	\$ -	\$ -	\$ -	\$ -	\$ 5,588.00
673-843-4552	SERVICE FEES	\$ 22,104.38	\$ 20,000.00	\$ 17,665.85	\$ -	\$ 27,000.00
673-843-4553	CESQGS CHARGES	\$ 4,067.00	\$ 2,000.00	\$ 2,137.28	\$ 3,500.00	\$ 3,500.00
673-843-4570	E-WASTE	\$ 3,233.00	\$ 3,200.00	\$ 2,060.00	\$ 3,200.00	\$ 3,500.00
673-843-4580	TAG/STICKER CHARGE	\$ 6,480.00	\$ 6,000.00	\$ 5,250.00	\$ 8,000.00	\$ 8,000.00
673-843-4700	DONATIONS/CONTRIBUTIONS	\$ 14.44	\$ -	\$ 24.00	\$ 25.00	\$ -
673-843-4750	SALE OF MATERIALS	\$ 168,447.97	\$ 220,000.00	\$ 98,237.88	\$ 220,000.00	\$ 160,000.00
673-843-4830	TRANSFER FROM OTHER FUNDS	\$ 453,500.00	\$ 450,000.00	\$ 225,000.00	\$ 450,000.00	\$ 450,000.00
	TOTALS FOR RECYCLING CENTER	\$ 683,051.54	\$ 713,200.00	\$ 364,880.55	\$ 710,395.00	\$ 675,588.00
673-845-4445	STATE GRANTS - IDNR	\$ -	\$ -	\$ -		\$ 1,000.00
673-845-4450	STATE GRANTS - IDNR	\$ 5,260.00	\$ -	\$ -		
	TOTALS FOR RCC DISPOSAL REIMBURSEMNT	\$ 5,260.00	\$ -	\$ -	\$ -	\$ 9,000.00
673-849-4445	STATE GRANTS - IDNR	\$ 337.00	\$ 4,000.00	\$ -		
	TOTALS FOR HOUSEHOLD HAZ WASTE	\$ 337.00	\$ 4,000.00	\$ -	\$ -	\$ -
	TOTALS FOR REVENUES	\$ 688,648.54	\$ 706,200.00	\$ 364,880.55	\$ 710,395.00	\$ 684,588.00

FUND 673 RECYCLING

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024BUDGET	2024 YTD	2024 AMENDED	DEPARTMENT
673-8-843-6010	REGULAR SALARIES & WAGES	\$ 198,427.56	\$ 225,301.00	\$ 98,075.56	\$ 225,301.00	\$ 252,821.00
673-8-843-6020	COMP TIME	\$ 937.66	\$ -	\$ 1,309.48		
673-8-843-6040	OVERTIME	\$ 5,221.55	\$ 7,352.00	\$ 5,433.82	\$ 7,352.00	\$ 8,353.00
673-8-843-6043	WAGE SERVICE CREDIT	\$ -	\$ -	\$ -		\$ 1,417.00
673-8-843-6062	HOLIDAY LEAVE	\$ 8,712.29	\$ -	\$ 6,665.98		
673-8-843-6063	SICK LEAVE	\$ 6,361.10	\$ -	\$ 11,167.34		
673-8-843-6064	VACATION LEAVE	\$ 15,985.96	\$ -	\$ 11,204.17		
673-8-843-6070	INCENTIVE	\$ 1,996.26	\$ -	\$ 1,420.02		
673-8-843-6110	CITY SHARE FOR FICA	\$ 17,101.83	\$ 14,425.00	\$ 9,761.67	\$ 14,425.00	\$ 16,281.00
673-8-843-6120	Medicare	\$ -	\$ 3,373.00	\$ -	\$ 3,373.00	\$ 3,808.00
673-8-843-6130	CITY SHARE FOR IPERS	\$ 21,167.25	\$ 31,026.00	\$ 12,294.28	\$ 31,026.00	\$ 24,789.00
673-8-843-6150	GROUP HEALTH INSURANCE	\$ 48,474.32	\$ 48,266.00	\$ 26,149.15	\$ 48,266.00	\$ 39,809.00
673-8-843-6151	GROUP LIFE INSURANCE	\$ 662.37	\$ 582.00	\$ 466.84	\$ 582.00	\$ 690.00
673-8-843-6160	WORKMEN COMPENSATION	\$ 5,178.00	\$ 12,570.00	\$ -	\$ 12,570.00	\$ 14,240.00
673-8-843-6162	EMPLOYEE PHYSICALS/TESTS	\$ 796.00	\$ -	\$ -		
673-8-843-6210	DUES & MEMBERSHIPS	\$ 350.00	\$ 200.00	\$ -	\$ 200.00	\$ 200.00
673-8-843-6230	TRAINING	\$ 991.33	\$ 850.00	\$ -	\$ 850.00	\$ 850.00
673-8-843-6240	TRAVEL & CONFERENCE	\$ 72.00	\$ 650.00	\$ 6.63	\$ 650.00	\$ 375.00

FUND 673 RECYCLING

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024BUDGET	2024 YTD	2024 AMENDED	DEPARTMENT
673-8-843-6320	GROUNDS MAINT & REPAIR	\$ 1,350.10	\$ 10,020.00	\$ 4,234.27	\$ 10,020.00	\$ 15,735.00
673-8-843-6331	VHCL MTCE SUPPLIES	\$ 29,794.18	\$ 33,025.00	\$ 8,411.26	\$ 33,025.00	\$ 32,525.00
673-8-843-6333	VHCL-FUEL	\$ 4,630.34	\$ 4,775.00	\$ 1,542.02	\$ 4,775.00	\$ 5,400.00
673-8-843-6340	OFFICE/COMP. EQUIP MAINT.	\$ -	\$ -	\$ 133.45	\$ 150.00	\$ 150.00
673-8-843-6350	EQUIP REPAIR	\$ -	\$ 4,300.00	\$ -	\$ 4,300.00	\$ 2,300.00
673-8-843-6370	NATURAL GAS	\$ 8,501.96	\$ 12,000.00	\$ 1,600.81	\$ 12,000.00	\$ 10,500.00
673-8-843-6371	ELECTRIC	\$ 10,752.11	\$ 13,000.00	\$ 4,152.31	\$ 13,000.00	\$ 13,000.00
673-8-843-6372	SANITATION	\$ 4,082.05	\$ 4,405.00	\$ 1,125.00	\$ 4,405.00	\$ 4,100.00
673-8-843-6373	TELEPHONE/IT	\$ 869.10	\$ 1,785.00	\$ -	\$ -	\$ -
673-8-843-6374	WATER	\$ 986.92	\$ 1,000.00	\$ 479.56	\$ 1,000.00	\$ 1,000.00
673-8-843-6402	ADVERT/LEGAL PUBL	\$ 1,555.73	\$ 2,448.00	\$ 571.40	\$ 2,448.00	\$ 2,848.00
673-8-843-6408	PROPERTY INSURANCE	\$ 10,533.95	\$ 7,943.00	\$ 3,348.48	\$ 16,000.00	\$ 10,550.00
673-8-843-6414	PRINTING	\$ 2,198.49	\$ 1,400.00	\$ -	\$ 1,400.00	\$ 2,200.00
673-8-843-6419	TECHNOLOGY SERVICES	\$ 493.76	\$ 420.00	\$ -	\$ 420.00	\$ 500.00
673-8-843-6423	PHOTOCOPIES	\$ -	\$ 100.00	\$ -	\$ 100.00	\$ 100.00
673-8-843-6424	PERMITS	\$ 259.00	\$ 234.00	\$ 259.00	\$ 259.00	\$ 259.00
673-8-843-6429	HAZARDOUS WASTE DISPOSAL	\$ 31,883.71	\$ 29,572.00	\$ 4,072.97	\$ 29,572.00	\$ 31,000.00

FUND 673 RECYCLING

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024BUDGET	2024 YTD	2024 AMENDED	DEPARTMENT
673-8-843-6442	VHCL INSURANCE	\$ 155.84	\$ 263.00	\$ 78.99	\$ 263.00	\$ 175.00
673-8-843-6444	GEN LIABIL INSURANCE	\$ 6,026.40	\$ 6,854.00	\$ 1,506.60	\$ 6,854.00	\$ 6,854.00
673-8-843-6445	VHCL LIABILITY INSURANCE	\$ 355.59	\$ 637.00	\$ 148.71	\$ 637.00	\$ 400.00
673-8-843-6492	TIRE DISPOSAL	\$ 51,863.62	\$ 14,000.00	\$ 26,492.72	\$ 42,000.00	\$ 42,000.00
673-8-843-6498	MISC CONTRACT WORK	\$ 5,859.12	\$ 7,513.00	\$ 3,479.11	\$ 7,513.00	\$ 8,532.00
673-8-843-6499	CONTRACTUAL SERVICES	\$ 95,004.17	\$ 105,552.00	\$ 46,472.86	\$ 105,552.00	\$ 105,372.00
673-8-843-6503	TAGS AND STICKERS	\$ -	\$ -	\$ -	\$ -	\$ 750.00
673-8-843-6504	TOOLS & SMALL EQUIP	\$ 458.66	\$ 450.00	\$ 15.88	\$ 450.00	\$ 450.00
673-8-843-6505	BOOKS FILMS RECORDING/ART	\$ -	\$ 150.00	\$ -	\$ 150.00	\$ 150.00
673-8-843-6506	OFFICE SUPPLIES	\$ 1,041.50	\$ 1,100.00	\$ -	\$ 1,100.00	\$ 1,125.00
673-8-843-6507	OPERATING SUPPLIES	\$ 11,636.02	\$ 4,200.00	\$ 7,246.91	\$ 4,200.00	\$ 4,325.00
673-8-843-6508	POSTAGE & SHIPPING	\$ 287.08	\$ 400.00	\$ 1.59	\$ 400.00	\$ 325.00
673-8-843-6531	STREET MAINT SUPPLIES	\$ (814.05)	\$ 1,100.00	\$ 442.51	\$ 1,100.00	\$ 1,500.00
673-8-843-6532	SUSTENANCE SUPPLIES	\$ 360.00	\$ 690.00	\$ -	\$ 690.00	\$ 640.00
673-8-843-6599	OTHER SUPPLIES	\$ -	\$ 50.00	\$ -	\$ 50.00	\$ 50.00
673-8-843-6625	SMALL OFFICE EQUIP	\$ -	\$ -	\$ -	\$ -	\$ 2,750.00

FUND 673 RECYCLING

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD	2024 AMENDED	DEPARTMENT
673-8-843-6627	OTHER SMALL CAPITAL	\$ 13,255.74	\$ 7,200.00	\$ 4,254.26	\$ 7,200.00	
673-8-843-6710	AUTOMOTIVE EQUIPMENT	\$ -	\$ 45,000.00	\$ -	\$ 45,000.00	\$ 47,283.00
673-8-843-6727	OTHER CAPITAL EQUIP	\$ 162,891.60	\$ 169,800.00	\$ 81,576.40	\$ 169,800.00	\$ 62,733.00
673-8-843-6750	BUILDINGS	\$ -	\$ -	\$ -	\$ -	
673-8-843-6799	CAPITAL IMPROVEMENT	\$ 9,358.40	\$ -	\$ -	\$ -	
	TOTALS FOR RECYCLING CENTER	\$ 798,066.57	\$ 835,981.00	\$ 385,602.01	\$ 870,428.00	\$ 781,214.00
673-8-849-6402	ADVERT/LEGAL PUBL	\$ 191.60	\$ -	\$ -		
	TOTALS FOR HOUSEHOLD HAZ WASTE	\$ 191.60	\$ -	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	\$ 798,258.17	\$ 835,981.00	\$ 385,602.01	\$ 870,428.00	\$ 781,214.00

6/30/23 Ending Balance	435,835.10
FY24 Amended Revenues	710,395.00
FY24 Amended Expenditures	870,428.00
Projected 6/30/24 Ending Balance	275,802.10
FY25 Revenues	684,588.00
FY25 Expenditures	781,214.00
Projected 6/30/25 Ending Balance	<u>179,176.10</u>

FUND 750 GOLF COURSE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDG	2024 YTD	2024 AMENDED	DEPARTMENT
750-440-4300	INVESTMENT INCOME	-	-	524.11	525.00	
750-440-4310	RENTAL INCOME	-	-	-	8,000.00	16,000.00
750-440-4700	DONATIONS/CONTRIBUTIONS	5,000.00	15,000.00	5,000.00	5,000.00	
750-440-4745	SALE OF SALVAGE	-	-	-		
750-440-4750	MISC CHARGE FOR SERVICE	-	-	-	6,000.00	22,000.00
	TOTALS FOR REVENUES	5,000.00	15,000.00	5,524.11	19,525.00	38,000.00
 						
750-4-440-6408	PROPERTY INSURANCE	1,207.27	-	1,207.26	3,000.00	4,500.00
750-4-440-6444	GEN LIABIL INSURANCE	441.00	500.00	466.00	600.00	1,000.00
750-4-440-6727	OTHER CAPITAL EQUIP	-	-	79,300.00	79,300.00	
	TOTALS FOR EXPENDITURES	1,648.27	500.00	80,973.26	82,900.00	5,500.00

6/30/23 Ending Balance	40,919.54
FY24 Amended Revenues	19,525.00
FY24 Amended Expenditures	82,900.00
Projected 6/30/24 Ending Balance	(22,455.46)
FY25 Revenues	38,000.00
FY25 Expenditures	5,500.00
<u>Projected 6/30/25 Ending Balance</u>	<u>10,044.54</u>



[CITY OF]
O T T U M W A

To: Mayor Johnson and the City Council
From: Jessica Kinser, Interim Director of Finance
Date: January 18, 2024
RE: Self Insurance Funds

Many employers pay premiums directly to an insurance provider who provides the rates each year which the employer has very little control over. The City of Ottumwa is different in that the City is the insurer and pays for a network and coverage for employees, as well as an administrator to assist with management. When someone on the insurance goes to the doctor, the City is who is actually paying the cost of that claim and not an insurance company. This requires a higher level of accounting and oversight from the City but ultimately puts the City in control of its plan and costs in a way to be as cost effective as possible.

The City self-insures every covered individual up to \$100,000. Once an insured person on the City's plan has claims that exceed \$100,000, a stop loss policy takes over paying for any costs. The cost of the stop loss policy, along with claims estimates, administration and other costs are used by the City's consultant (Gallagher) each year to come up with the rates that are to be charged to the City and employees to pay expected costs. The rates proposed for FY2025 are the same as the current fiscal/plan year.

The City provides health, dental, and group life insurance to its employees as part of a comprehensive benefit package. Retirees of the City are also able to keep themselves and their spouses on the City's insurance after retiring from the City. The City has four funds to account for this activity. Below is a brief summary of each.

- **860 Group Health Insurance**
This fund accounts for the medical and prescription drug costs associated with the City's health insurance plan. For tracking purposes, this fund looks at active employees/COBRA as a separate expense group from that of retirees under 65. This is the largest of the self-insurance funds and accounts for a majority of the claims costs. To that end, it is more likely to see stop loss recoveries, pharmacy rebates and other revenues as well as majority of the associated expenses.
- **861 Post 65 Retiree Insurance**
This fund accounts for retirees that are over the age of 65 and are on a City-provided Medicare supplemental plan. Most of the expenditures in this fund are for the premiums. However, medical and drug costs do exist when incurred as part of a dental procedure.
- **862 Dental Insurance**
The City self-insures dental insurance, and all of those covered regardless of age, run through this fund, but expense are still broken down by the type of person covered

(employee, retiree under 65, retiree over 65). There are no stop loss policies purchased for the dental coverage, so the expense beyond dental claims are for administration costs from Wellmark and consultant fees from Gallagher.

- 863 Life Insurance

The City purchases a traditional policy for providing life insurance to employees as well as allowing employees to purchase additional coverage. The fund accounts for those premiums.

These funds operate in the background and will not be reported on the State's budget forms, so as not to duplicate revenues and expenditures. To explain why, it is helpful to understand how the benefits work behind the scenes.

When an employee receives a paycheck, an amount is withheld for their portion of insurance. The City also has line items in each budget where there are employee expenses for group health insurance (6150). This account also gets charged the City's share of for each employee for each payroll. Both the employer and employee contributions then get credited to the self insurance funds as revenue. In prior years this has gone into a line item ending in 4830, which is a transfer in account. To have a transfer in, you have to have a transfer out. However, if we classified these as transfers out in the funds the employee is paid from, we would be doubling up on expenses.

Starting in FY24, we have set up line items to better classify revenues rather than calling them a transfer in. Line item 4792 PR Contribution (short for payroll contribution) is recording the monies that are part of the City's portion of insurance costs every payroll. Previously the City's contributions for any retirees was also coming through 4830, but that has changed to 4793 City Retiree Contribution. There are some journal entries that need to be completed in FY24 to move funds that were originally credited to 4830.

FUND 860 GROUP INSURANCE (SELF INSURANCE)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD	2024 AMENDED	DEPARTMENT
860-000-4300	INVESTMENT INCOME	69,019.33	20,000.00	80,434.18	200,000.00	175,000.00
860-000-4597	RETIREE CONTRIBUTIONS	83,177.89	80,000.00	36,509.25	82,000.00	65,415.00
860-000-4598	EMPLOYEE CONTRIBUTIONS	367,101.18	387,546.00	197,235.40	387,546.00	377,707.00
860-000-4599	COBRA/LOA CONTRIBUTIONS	-	-	6,405.13	12,000.00	12,000.00
860-000-4700	DONATIONS/CONTRIBUTIONS	119,655.75	-	-	-	-
860-000-4731	PHARMACY REBATES	-	-	250,830.86	300,000.00	300,000.00
860-000-4732	STOP LOSS RECOVERIES	1,687,367.15	-	-	-	-
860-000-4792	PR CONTRIBUTION	3,161,451.87	-	552,843.36	3,200,000.00	3,399,357.00
860-000-4793	CITY RETIREE CONTRIBUTION	-	-	11,493.90	50,000.00	51,900.00
860-000-4830	TRANSFER IN GROUP INSURAN	139,115.07	3,671,702.00	1,224,469.71	-	-
	TOTALS FOR REVENUES	5,626,888.24	4,159,248.00	2,360,221.79	4,231,546.00	4,381,379.00
860-6-664-6132	STOP LOSS PREMIUMS	770,144.10	-	369,012.30	750,000.00	1,000,000.00
860-6-664-6154	HEALTH CLAIMS	2,950,924.52	3,235,800.00	801,459.43	3,235,800.00	3,200,000.00
860-6-664-6155	GROUP DRUG CLAIMS	560,418.28	340,000.00	274,613.26	340,000.00	400,000.00
860-6-664-6157	ADMINISTRATIVE & RX FEES	115,962.38	80,000.00	48,837.33	100,000.00	100,000.00
860-6-664-6172	HEART & LUNG EXAM	-	-	-	10,000.00	10,000.00
860-6-664-6490	OTHER PROFESSIONAL SERVIC	38,021.94	60,000.00	15,564.42	50,000.00	50,000.00
	TOTALS FOR ACTIVE EMPLOYEES/COBRA	4,435,471.22	3,715,800.00	1,509,486.74	4,485,800.00	4,760,000.00
860-6-665-6401	ACCOUNTING & AUDITING	4,209.00	7,200.00	-	-	-
860-6-665-6412	WELLNESS PROGRAM	8,670.00	12,000.00	3,039.14	12,000.00	12,000.00
860-6-665-6425	ADMINISTRATIVE FEES	95,472.24	48,755.00	16,251.67	98,155	93,012
860-6-665-6490	OTHER PROF SERV	1,248.00	5,000.00	1,069.50	5,000.00	35,000.00
860-6-665-6508	POSTAGE & SHIPPING	54.15	120.00	0.87	100.00	100.00
860-6-665-6599	OTHER SUPPLIES	4,687.08	1,000.00	315.92	1,000.00	1,000.00
	TOTALS FOR ALL INSURED UNDER 65	114,340.47	74,075.00	20,677.10	116,254.60	141,112.20
860-6-675-6132	STOP LOSS PREMIUMS	42,898.20	40,000.00	25,106.10	50,000.00	200,000.00
860-6-675-6154	HEALTH CLAIMS	210,539.75	300,000.00	26,973.80	300,000.00	300,000.00
860-6-675-6155	GROUP DRUG CLAIMS	188,638.66	40,000.00	29,020.05	60,000.00	60,000.00
860-6-675-6157	ADMINISTRATIVE & RX FEES	6,278.12	3,600.00	3,265.15	7,000.00	11,000.00
860-6-675-6490	OTHER PROFESSIONAL SERVIC	2,117.88	2,400.00	1,058.94	2,400.00	5,520.00
	TOTALS FOR RETIREE UNDER 65	450,472.61	386,000.00	85,424.04	419,400.00	576,520.00
	TOTALS FOR EXPENDITURES	5,000,284.30	4,175,875.00	1,615,587.88	5,021,454.60	5,477,632.20

6/30/23 Ending Balance	6,620,221.19
Amended FY24 Revenues	4,231,546.00
Amended FY24 Expenditures	5,021,454.60
Projected FY24 Ending Balance	5,830,312.59
FY25 Revenues	4,381,379.00
FY25 Expenditures	5,477,632.20
Projected FY25 Ending Balance	4,734,059.39

NOTE: This fund covers the health and prescription drug expenditures for everyone on the City's medical and dental insurance under 65, including current employees and retirees. The employee and City contributions for health insurance come into this fund. This fund is in a very healthy financial position.

FUND 861 POST 65 RETIREE INSURANCE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD	2024 AMENDED	DEPARTMENT
861-000-4300	INVESTMENT INCOME	4,499.71	-	1,796.26	3,500.00	2,500.00
861-000-4597	POST 65 CONTRIBUTIONS	108,688.47	100,000.00	66,009.93	110,000.00	120,105.00
861-000-4730	MEDICARE DRUG SUBSIDY	41,624.64	70,000.00	-	70,000.00	70,000.00
861-000-4792	PR CONTRIBUTION	176,000.00	-	-	-	-
861-000-4793	CITY RETIREE CONTRIBUTION			45,701.14	135,000.00	197,457.00
861-000-4830	TRANSFERS FROM OTHER FUND	(176,000.00)	-	-	-	-
861-000-4832	TRANSFER IN FOR BENEFITS	-	130,000.00	-	-	-
	TOTALS FOR REVENUES	154,812.82	300,000.00	113,507.33	318,500.00	390,062.00
861-6-670-6132	STOP LOSS PREMIUMS	2,832.90	-	4,263.30	8,000.00	-
861-6-670-6154	HEALTH CLAIMS	-	-	223.52	1,000.00	1,000.00
861-6-670-6155	GROUP DRUG CLAIMS	11,556.84	1,600.00	387.97	1,600.00	2,000.00
861-6-670-6157	ADMINISTRATIVE & RX FEES	2,611.26	1,600.00	1,575.65	3,000.00	3,000.00
861-6-670-6158	HEALTH MGMT FEES	363.46	-	159.84	500.00	500.00
861-6-670-6159	MEDICARE PREMIUMS	317,006.28	320,000.00	170,192.63	320,000.00	320,000.00
861-6-670-6425	ADMINISTRATIVE FEES	8,225.04	17,000.00	8,500.01	17,000.00	17,000.00
861-6-670-6490	OTHER PROFESSIONAL SERVIC	-	4,000.00	19.98	1,000.00	1,000.00
861-6-670-6599	OTHER SUPPLIES	1,804.49	-	-	-	-
	TOTALS FOR EXPENDITURES	344,400.27	344,200.00	185,322.90	352,100.00	344,500.00

6/30/23 Ending Balance	193,450.89
Amended FY24 Revenues	318,500.00
Amended FY24 Expenditures	352,100.00
Projected FY24 Ending Balance	159,850.89
FY25 Revenues	390,062.00
FY25 Expenditures	344,500.00
Projected FY25 Ending Balance	<u>205,412.89</u>

NOTE: This fund accounts for the health insurance costs of retirees over the age of 65. The City utilizes Fund 112 Employee Benefits to fund our portion. Most activity in this fund is the payment of premiums for a Medicare supplement. However health and drug claims for this group of insured are placed here when broken out seperately from dental claims.

FUND 862 DENTAL INSURANCE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD	2024 AMENDED	DEPARTMENT
862-000-4300	INVESTMENT INCOME	792.56	300.00	751.81	2,000.00	1,000.00
862-000-4597	RETIREE CONTRIBUTIONS	-	-	11,413.02	24,000.00	24,000.00
862-000-4598	EMPLOYEE CONTRIBUTIONS	51,150.50	51,500.00	17,792.40	51,500.00	56,380.00
862-000-4792	PR CONTRIBUTION	41,283.00	-	-	52,000.00	56,380.00
862-000-4793	CITY RETIREE CONTRIBUTION	-	-	286.00	1,500.00	2,000.00
862-000-4830	TRF FROM OTHER FUNDS	-	98,175.00	23,864.68	-	-
	TOTALS FOR REVENUES	93,226.06	149,975.00	54,107.91	131,000.00	139,760.00
862-6-664-6156	GROUP DENTAL CLAIMS	90,069.78	111,000.00	47,171.71	100,000.00	100,000.00
862-6-664-6425	ADMINISTRATIVE FEES	3,252.96	5,180.00	2,590.01	5,180.00	6,000.00
	TOTALS FOR EMPLOYEES INSURED	93,322.74	116,180.00	49,761.72	105,180.00	106,000.00
862-6-670-6156	GROUP DENTAL CLAIMS	9,715.91	13,000.00	2,432.90	10,000.00	11,000.00
862-6-670-6157	ADMINISTRATIVE & RX FEES			199.52	500	500
	TOTALS FOR MEDICARE RETIREE INSURANC	9,715.91	13,000.00	2,632.42	10,500.00	11,500.00
862-6-675-6156	GROUP DENTAL CLAIMS	1,398.45	3,500.00	1,467.55	3,000.00	3,500.00
	TOTALS FOR RETIREE INSURANCE	1,398.45	3,500.00	1,467.55	3,000.00	3,500.00
	TOTALS FOR EXPENDITURES	104,437.10	132,680.00	53,861.69	118,680.00	121,000.00

6/30/23 Ending Balance	58,262.87
Amended FY24 Revenues	131,000.00
Amended FY24 Expenditures	118,680.00
Projected FY24 Ending Balance	70,582.87
FY25 Revenues	139,760.00
FY25 Expenditures	121,000.00
<u>Projected FY25 Ending Balance</u>	<u>89,342.87</u>

NOTE: This fund accounts for the dental premiums and expenses of all insured on the City's plan.

FUND 062 DENTAL INSURANCE

FUND 863 LIFE INSURANCE FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD	2024 AMENDED	DEPARTMENT
863-000-4300	Investment Income	375.16	-	833.50	1,750.00	1,500.00
863-000-4792	PR CONTRIBUTION	57,230.06	-	12,990.22	66,085.00	66,085.00
860-000-4830	CITY RETIREE CONTRIBUTION			411.06	1,500.00	1,500.00
863-000-4830	TRF FROM OTHER FUNDS	-	66,085.00	28,181.55		
	TOTALS FOR REVENUES	57,605.22	66,085.00	37,027.55	69,335.00	69,085.00
863-6-664-6158	GROUP LIFE PREMIUMS	43,496.58	66,085.00	13,940.22	66,085.00	66,085.00
	TOTALS FOR EXPENDITURES	43,496.58	66,085.00	13,940.22	66,085.00	66,085.00

6/30/23 Ending Balance	46,363.79
Amended FY24 Revenues	69,335.00
Amended FY24 Expenditures	66,085.00
Projected FY24 Ending Balance	49,613.79
FY25 Revenues	69,085.00
FY25 Expenditures	66,085.00
<u>Projected FY25 Ending Balance</u>	<u>52,613.79</u>