

REGULAR MEETING NO. 36  
Council Chambers, City Hall

December 21, 2021  
5:30 O'Clock P.M.

Judge Daily swore in the following elected officials all taking office after Jan. 1, 2022: Cara Galloway, Doug McAntire, Russ Hull, Rick Johnson.

The meeting convened at 5:39 P.M.

Present were Council Member Meyers, Pope, Berg, Dalbey, Roe and Mayor Lazio.

Meyers moved, seconded by Pope to approve the following consent agenda items: Mins. from Special Mtg. No. 34 on Nov. 30, 2021 and Regular Mtg. No. 35 on Dec. 7, 2021 as presented; Ack. of Nov. financial rpts. and pymt. of bills as submitted by Finance Dept.; Approve appointment of David Bossou to Planning & Zoning Commission, term to exp. 4/1/2026 and re-appointments of Mary Stewart and Robert Swanson to Historic Preservation Commission, terms to exp. 1/1/2025; Approve appointment of Michael Mier to Airport Line Tech at Ottumwa Reg. Airport effective on or about Dec. 26, 2021; Beer and/or liquor applications for: Red's Pub, 618 Church St.; Tequila Grill, 112 N. Market St.; all applications pending final inspections. All ayes.

Roe moved, seconded by Berg to approve the agenda as presented with the removal of Item F-2, Consideration of market salary adj. for City Clerk. Vote taken. Ayes: Berg, Roe. Nays: Meyers, Pope, Dalbey. Motion failed.

Meyers moved, seconded by Pope to approve the agenda as presented. Vote taken. Ayes: Meyers, Pope, Berg, Dalbey. Nays: Roe. Motion carried 4-1.

City Admin. Rath discussed ARPA Funds; city staff has reviewed and prioritized the list sent to you. March 2022: determine what ARPA funds will be used for with all funds needing to be spent by June 2024. Meyers mentioned using the funds for the purchase of the train depot and to improve parking at BVC. Berg reminded the public that ARPA funds cannot be used for road construction or repair and there are several items on the list that we can identify other funding sources for.

Rath also provided an update on our strategic plan. The current strategic plan was developed by council and staff about one yr. ago. It is good to evaluate this list and check off wins and look ahead to some priorities for the incoming council.

Mayor Lazio inquired if there was anyone from the audience who wished to address an item on the agenda. There were none.

Berg moved, seconded by Roe to approve the order form and contract with Zencity. Rath presented on Zencity Technologies US, Inc. stating it is a platform that assists communities with collecting citizen feedback through a variety of public platforms. If signed before the end of 2021, cost of the two yr. program is deeply discounted (65%) and will cost \$8,500 per year. We can cont. services after the initial two yrs. with a 6% increase to the price point. Vote taken. Ayes: Meyers, Pope, Berg, Roe. Nays: Dalbey. Motion carried 4-1.

Meyers moved, seconded by Dalbey to approve market adjustment increase of \$2,500 to the City Clerk's salary effective Jan. 1, 2022. Mayor Lazio recommended approving the adjustment based upon comparables of like sized cities. Roe stated we have had several instances over the last 12-18 months

where we have one-off these adjustments; I want to wait for a comprehensive study for all city staff to make these market adjustments. Berg asked if there is a goal on the market analysis when it will be done. HR Dir. Codjoe stated she will present in January or February. Vote taken. Ayes: Meyers, Dalbey. Nays: Pope, Berg, Roe. Motion failed.

This was the time, place and date set for a public hearing on the adoption of the Amended & Restated Ottumwa Urban Revitalization Plan for the Ottumwa Revitalization Area. Simonson reported the state legislature recently removed the taxation category for multi-family residential property and lumped all residential property into the same classification for taxation. As a result, all IA communities with an URP have had to revisit and amend their plans to adjust for this change. Urban Revitalization empowers the City to offer tax exemptions for improvements within the URA. The entire City is included in the area and the area maintains a blight finding and classification that allows us to provide tax exemptions for qualifying improvements that increase the value of commercial or industrial property by more than 15% and residential property by more than 10%. The original URP was done in 1992; First Amendment in 1999; Second Amendment in 2017 and now the Amended and Restated Plan in 2021. No objections were rec'd. Dalbey moved, seconded by Berg to close the public hearing. All ayes.

Roe moved, seconded by Meyers that Res. No. 218-2021, adopting the proposed Amended & Restated Ottumwa Urban Revitalization Plan for the Ottumwa Revitalization Area, be passed and adopted. All ayes.

This was the time, place and date set for a public hearing on an application to the IA Economic Development Auth. for a Community Development Block Grant (CDBG) from the COVID-19 Program for the Ottumwa N. Market St. Façade Improvement Project. Bradley Grefe from Area 15 Regional Planning Commission (RPC) discussed the City's proposed application to the IA Economic Development Authority's (IEDA) Community Development Block Grant (CDBG) COVID-19 (CV) Fund for the purposes of commercial façade improvements. To qualify for CDBG funding, an established "blighted area" must exist within downtown Ottumwa. City Council established a blighted area by Res. No. 223-2021 comprised of lots 10 and 11 of the H.P. Graves Subdivision and Lot 196 of Block 15 in the Original Plat. To determine individual eligibility for the CDBG program, bldgs in the target area were rated Poor, Fair, Good, or Excellent according to HUD criteria. At least 25% of the buildings in the target area must be poor or fair for it to be considered "blighted." There are 5 total parcels in the target area; 1 was rated "poor", 3 were rated "fair" and 1 was rated "excellent". This means that 80% of the buildings in the target area classify as "blighted". The proposed project includes the rehabilitation of five façades on three bldgs along N. Market St. in Ottumwa. The project will renovate the two front facades and one side facade of 105/107 N. Market and will renovate the two front facades on 114/116/118 N. Market. The owner of 114/116/118 inquired about the program with City staff who directed him to contact RPC. Knowing that his property has had basic design assistance provided by Main Street Iowa and that there was recent interest by the owner across the street in building improvements who also received MSI design assistance, Mr. Grefe reached out to the owners of 129/131 E. Second and 105/107 N. Market. They were interested in proceeding with façade work, so preliminary designs and cost estimates were developed for these properties. Ultimately, the costs were too high for the owners to pursue all four properties at the same time, and since 105/107 had lost its only tenant during the pandemic, it was chosen to rehab first along with 114/116/118 across the street. The est. total cost of the project (need) currently is \$446,000 based on a reasonable cost est. provided by the architect who has recent experience in similar upper-story housing projects. The local match (assistance) available for the project is est. to be \$196,000. If awarded, the City's contribution to the project will be \$95,000 and the owners' contribution will be \$101,000. No other grants or assistance are currently available or will be sought for this activity. Therefore, the request from the CDBG-CV fund to cover the unmet need to complete the upper-story housing conversion project is \$250,000. If approved, the grant will be submitted on or before Friday, Jan. 14, 2022. Awards likely will

be announced within 45 days. If funded, final architectural design and material testing will take place immediately, followed quickly by final Section 106 consultation, and the project should be ready to go to bid in the early spring so that construction can begin in the late spring of 2022 and be complete by the spring of 2023. As with our other projects, the City, Main Street, and contractors will work with each property owner participating, their occupants, and their neighbors to minimize disruption to business and residential access. As the Community Development and Housing Needs Assessment used in the previous CDBG grant is more than 2 yrs old, the existing CDHNA was reviewed and amended based on *Our Ottumwa 2040 Comprehensive Plan* completed in August 2020 and the 2021 Ottumwa Housing Study that was introduced to the community yesterday. Thirty people were in attendance for the hearing. No objections were rec'd. Dalbey moved, seconded by Berg to close the public hearing. All ayes.

Roe moved, seconded by Dalbey that Res. No. 224-2021, auth. the mayor to sign and submit the IA Economic Development Authority for a Community Development Block Grant (CDBG) application for the Ottumwa N. Market St. Façade Improvement Project and if funded, to sign all contract related documents, be passed and adopted. Vote taken. Ayes: Meyers, Pope, Dalbey, Roe. Abstain: Berg (currently employed by Area 15 RPC). Motion carried.

Meyers moved, seconded by Roe that Res. No. 200-2021, auth. the Mayor to execute Pipeline License Agts. identified as BNSF Agt #21W-10277 (Sewer) and BNSF Agt #21W-11375 (Water) between BNSF Railway Company and the City of Ottumwa for Green St. Storm Sewer Improvement Project, be passed and adopted. PW Dir. Seals reported processing fee for each Pipeline is \$1,500 and the Agt. requires the City to provide Railroad Protective Liability Insurance or to participate in BNSF's Railroad Insurance Program at a cost of \$1,266 per Agt. OWW will reimburse the City for fees incurred for the water pipeline. The licenses shall continue for a period of 50 yrs. All ayes.

Berg moved, seconded by Roe that Res. No. 209-2021, assessing 2021 weed mowing charges against certain lots in the City of Ottumwa for a total, including admin. fees, of \$37,315.00, be passed and adopted. Simonson reported a total of 119 properties are included. One payment (\$275) was rec'd since the agenda was posted which is reflected in the total. All ayes.

Roe moved, seconded by Meyers that Res. No. 219-2021, auth. participation in national opioid settlement, be passed and adopted. Rath stated by passing the res. and signing the MOU, the City agrees to its share of any settlement agt. the State of IA is able to achieve. All ayes.

Meyers moved, seconded by Roe that Res. No. 220-2021, approving a Workplace Violence and Threats Prevention Policy, be passed and adopted. Vote taken. Ayes: Meyers, Pope, Dalbey, Roe. Nays: Berg. Motion carried 4-1.

Meyers moved, seconded by Pope that Res. No. 221-2021, approving the updated Personnel Policies for the City of Ottumwa, be passed and adopted. All ayes.

Dalbey moved, seconded by Roe that Res. No. 222-2021, approving Supplemental Agt. No. 3 between the City of Ottumwa and Garden & Associates, LTD for adtl Professional Engineering Services for construction surveying for the Woodland Ave. Reconstruction Project, be passed and adopted. Seals reported the est. cost for the Agt is \$61,042.92 based on the standard hourly rate. This will increase the contract by \$5,042.92. Supplemental Agt. No. 3 consists of adtl professional services for construction staking for cross county sanitary, storm sewer and pavement layout. All ayes.

Meyers moved, seconded by Pope that Res. No. 223-2021, a res. of necessity to est. the boundaries of the Ottumwa N. Market St. Façade Improvements Project Area by Identifying the district bound by Lots 10

and 11 of the H.P. Graves Subdivision and Lot 196 of Original Plat Block 15 as a blighted area in the City of Ottumwa, IA, be passed and adopted. All ayes.

Roe moved, seconded by Dalbey to pass the first consideration of Ord. No. 3188-2021, an ord. affirming the City of Ottumwa's Precinct Boundaries after the 2020 Census. Clerk Reinhard reported reprecincting takes place after every federal census. Any proposed changes must be reviewed and approved in order to submit to the County Auditor and the Secretary of State. The Code of IA sets the max population of each precinct at 3,500 with each precinct being contained wholly within an existing legislative district. A city containing more than one precinct shall be divided into election precincts that best serve the convenience of the voters while promoting electoral efficiency. Each city with a population over 3,500 must file the following information with the Secretary of State even if the city does not make any changes to its precinct ward boundaries. Precinct population has been calculated using data from the 2020 census. IA law requires Precinct boundaries to be certified to the state commissioner of elections within sixty days after the redistricting of congressional and legislative districts becomes law. The City of Ottumwa's precinct boundaries are not changing; however, a new ordinance must be adopted to reflect the 2020 census results. All ayes.

Dalbey moved, seconded by Berg to waive the second and third considerations, pass and adopt Ord. No. 3188-2021. All ayes.

Roe moved, seconded by Berg that Res. No. 225-2021, auth. the City Clerk to certify the election precinct boundary Ord., precinct population totals and precinct maps to the Secretary of State, be passed and adopted. Reinhard reported the results of the decennial Census est. the population of the City of Ottumwa, Wapello County, IA, as 25, 529 citizens. The City Clerk is directed and auth. to file the necessary docs with the state commissioner of elections certifying the City's precinct boundaries and populations following the 2020 census and redistricting process. All ayes.

Mayor Lazio inquired if anyone from the audience wished to address an item not on the agenda. There were none. He then provided an open letter to the current and new council and mayor as his last meeting as the Mayor.

Mayor Lazio then called the meeting to recess at 7:06 P.M.  
Council will reconvene in Room 108 for closed session proceedings.

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REGULAR MEETING NO. 36  
Room 108, City Hall

December 21, 2021  
7:15 O'Clock P.M.

The meeting reconvened at 7:15 P.M.

Present were Council Member Pope, Berg, Dalbey, Roe, Meyers and Mayor Lazio.

Berg moved, seconded by Dalbey to enter into closed session in accordance with the IA Code Section 21.5(1) (i). ("To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.") for the purpose of conducting the City Administrator's performance evaluation. All ayes.

The meeting entered closed session at 7:17 P.M.

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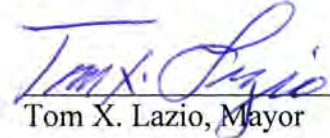
Berg moved, seconded by Pope to return to open session at 8:10 P.M. All ayes.

Meyers moved, seconded by Berg to increase City Admin. Rath's salary to \$150,000 (increase of \$10,250 from \$139,750), effective Jan. 1, 2022. Vote taken. Ayes: Pope, Berg, Roe, Meyers. Nays: Dalbey. Motion carried 4-1.

There being no further business, Meyers moved, seconded by Roe that the meeting adjourn. All ayes.

Adjournment was at 8:14 P.M.

CITY OF OTTUMWA, IOWA

  
Tom X. Lazio, Mayor

ATTEST:

  
Christina Reinhard, CMC, City Clerk